

## City of Tipton, Iowa

**Meeting:** Tipton City Council Meeting  
**Place:** Tipton Fire Station, 301 Lynn Street, Tipton, Iowa 52772  
**Date/Time:** Monday, January 19, 2026, 5:30 p.m.  
**Web Page:** [www.tiptoniowa.org](http://www.tiptoniowa.org)  
**Posted:** Friday, January 16, 2026 (Front door of City Hall & City Website)

Please join my meeting from your computer, tablet, or smartphone.

<https://meet.goto.com/642904677>

You can also dial in using your phone.

Access Code:

642-904-677

United States (Toll Free):

[1 866 899 4679](tel:18668994679)

**Mayor:** Tammi Goerdts

<b>Council at Large:</b>	Abby Cummins-VanScoy	<b>Council At Large:</b>	Jason Paustian
<b>Council Ward #1</b>	Kevin Koob	<b>Council Ward #2</b>	Mike Helm
<b>Council Ward #3</b>	Luke Johnston	<b>City Attorney:</b>	Lynch Dallas, P.C.
<b>City Manager:</b>	Brian Wagner	<b>Gas Supt:</b>	Darren Lenz
<b>Finance Director:</b>	Melissa Armstrong	<b>Electric Supt:</b>	Jon Walsh
<b>City Clerk:</b>	Amy Lenz	<b>Water &amp; Sewer Supt:</b>	Brian Brennan
<b>Dir. Of Public Works:</b>	Steve Nash	<b>Ambulance Svc Dir:</b>	Brad Ratliff
<b>Police Chief:</b>	Lisa DuFour	<b>Economic Dev. Dir.</b>	Linda Beck
<b>Park &amp; Recreation:</b>	Adam Spangler	<b>Library Director:</b>	Denise Smith

**A. Call to Order**

**B. Roll Call**

**C. Pledge of Allegiance**

**D. Agenda Additions/Agenda Approval**

**E. Communications:**

If you wish to address the City Council regarding an issue, whether on the agenda or something not on the agenda, please approach the lectern and give your name and address for the public record before discussing your item. Scheduled communications are allowed to speak up to five minutes. Unscheduled communications are allowed to speak up to three minutes.

**F. Consent Agenda**

**Note:** These are routine items and will be enacted by one motion without separate discussion unless a Council Member requests separate consideration.

1. Approval – Council Meeting Minutes, January 5, 2026
2. Approval – Tipton Volunteer Fire Department Roster
3. Approval – Tipton Fire Department Annual Report 2025
4. Approval – Liquor license renewal, Tiger Mart
5. Approval – Tipton Revitalization Incentive Program request, Matthew Scheetz and David Scheetz, DBA: The Depot Express, 49 Cedar Street
6. Approval – Iowa DOT 5-year Agreement for Maintenance and Repair of Primary Roads in Municipalities
7. Approval – Mike Wehde’s approximate proposal of \$500 to complete the Greenspace restroom.
8. Approval – Claims Register which includes claims paid under the current Purchase Policy

### **G. Public Hearing**

1. Public hearing concerning the sale of the city-owned residential property located at 310 West 7<sup>th</sup> Street

### **H. City Business**

1. Below are two resolutions—one for each of the two RFP responses we received for 310 West 7<sup>th</sup> Street. The council can choose the resolution for the proposal that it favors the most. Please look at each resolution carefully to note the difference between the two. In one, the proposal offers more for the purchase price but has some conditions that are noted in the letter from its lender. The other proposal, while offering to include several improvements, offers less for a purchase price. Both parties were invited to the council meeting to either answer questions or make statements on their own behalf.
  - a. Resolution No. 011926A: Resolution approving sale and transfer of city owned real property located at 310 West 7<sup>th</sup> Street, Tipton, Iowa
  - b. Resolution No. 011926B: Resolution approving sale and transfer of city owned real property located at 310 West 7<sup>th</sup> Street, Tipton, Iowa
2. Resolution No. 011926C: Resolution approving amended plat of survey – Auditor's Parcel 'N' and 'O'
3. Resolution No. 011926D: Resolution relating to the financing of proposed projects to be undertaken by the City of Tipton, Iowa; establishing compliance with reimbursement bond regulations under the Internal Revenue Code
4. Resolution No. 011926E: Resolution naming depositories for city funds.
5. Resolution No. 011926F: Resolution directing that request be made of County Board of Supervisors to abate accrued property taxes on city owned property, acquired for purposes of promoting economic development and storm water retention, and to treat said city owned property as exempt from taxation during city ownership of same.
6. Discussion and possible action concerning Task Order No. 2 related to Taxi-lane Reconstruction and Apron Expansion Project at Mathews Memorial Airport (*This is the McClure engineering agreement for the Taxi-lane Reconstruction and Apron Expansion Project at the airport. Within is a copy of the first five pages. In all, there are 51 pages. If anyone would like a copy of the entire agreement, please let me know. Further remember that, in the end, the city's final cost will be 5%.*)
7. Discussion and possible action concerning whether to negotiate an extension or call for new bids regarding the cemetery mowing contract or "sexton agreement".
8. Discussion and possible action concerning setting a per acre price for the city's industrial park properties.
9. Discussion and possible action concerning the consideration of confirming the hiring of a new city manager and approving the employee agreement.

### **I. Reports of Mayor/ Council/ Manager/ Department Heads**

1. Mayor's Report
2. Council Reports
3. Committee Reports
4. City Manager's Report
5. Department Heads

### **J. Adjournment**

Pursuant to §21.4(2) of the Code of Iowa, the City has the right to amend this agenda up until 24 hours before the posted meeting time.

**If anyone with a disability would like to attend the meeting, please call City Hall at 886-6187 to arrange for accommodations/transportation.**



January 5, 2026  
Fire Station  
301 Lynn Street  
Tipton, Iowa

The City Council of the City of Tipton, Cedar County, Iowa, met in regular session at 5:30 p.m. Mayor Goerdt called the meeting to order. Upon roll being called the following named council members were present: Koob, Helm, Johnston, Cummins, and Paustian. Also present: Wagner, Armstrong, Lenz, DuFour, Walsh, Ratliff, Beck, Smith, Peck, other visitors, and the press.

**Agenda:**

Motion by Cummins, second by Johnston to approve the agenda with the removal of Item G2 under City Business. Following the roll call vote the motion passed unanimously.

**Consent Agenda:**

Motion by Cummins, second by Koob to approve the consent agenda which includes December 15<sup>th</sup> Council Meeting Minutes, November 19<sup>th</sup> Library Minutes, December 2025 Library Director's Report, Tipton Incentive Program request for Josh Sundstrom DBA Sundstop at 1510 Cedar Street, Attachment "O" Agreement, Wellmark grant timeline extension agreement for the Greenspace Project, and the following claims list. Following the roll call vote the motion passed unanimously.

ACCESS SYSTEMS LEASING	COPIER AGREEMENT	1585.01
AFLAC	AFLAC AFTER TAX PY W/HOLDING	584.78
ALLIANCE ELECTRIC SERVICES	FAN & VENT GREENSPACE BATHROOM	324.85
APPARATUS TESTING SERVICES	ANNUAL FIRE PUMP CERT TESTING	1555.50
ASCENDANCE TRUCK CENTERS	PARTS #28	68.94
ASCENT AVIATION GROUP INC	1016 GL AVIATION FUEL	5674.10
AUREON COMMUNICATIONS	PHONE, INTERNET, CIRCUIT	1250.77
AXA EQUI-VEST PROCESSING	DEF. COMP PRETAX	275.00
BLUE CROSS/BLUE SHIELD	BCBS HEALTH INSURANCE	33427.93
BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	628.86
BRAD DOERRING	REF ADULT BB	140.00
BRANDON VANZANDT	REF ADULT BB	70.00
BRIAN BRENNAN	MISC SUPPLIES	71.68
CENTRAL IOWA DISTRIBUTING	SUPPLIES	276.00
CHAD WOLLUM	REF ADULT BB	70.00
CINTAS	UNIFORMS	1257.97
CINTAS CORPORATION	FIRST AID SUPPLIES	226.87
CITY OF TIPTON	MISC. EMPLOYEE REIMBURSEMENTS	275.00
CITY OF TIPTON FUNDS	ADMINISTRATIVE SERVICES	366827.90
CITY OF TIPTON-REVOLVING	CENTRAL GARAGE REPAY	29161.40
CITY UTILITIES	CITY UTILITIES	17495.52
COLLECTION SERVICES CENTER	CHILD SUPPORT	59.52
CRESCENT ELECTRIC SUPPLY	WASH BAY SUPPLIES	566.12
DR DARLENE A EHLERS	JANUARY RENT	575.00
ECIA	2ND INSTALLMENT DUES	1228.11
GARDEN & ASSOCIATES INC	EAST 1ST STREET	8747.10
GOERDT INSPECTION	CONTRACT PAY	2500.00

GRASSHOPPER LAWN CARE	DECEMBER MOWING	500.00
HARRY WETHINGTON	COMPOSTING FEES 2025	12000.00
HENDERSON PRODUCTS INC	REPAIR PARTS #27 & #28	5768.88
HEUER CONSTRUCTION INC	PAY APP NO 2	48230.60
I.R.S.	FEDERAL WITHHOLDING	28675.09
IOWA ONE CALL	LOCATES	100.80
IPERS	IPERS WITHHOLDING	18529.47
JOHNSON COUNTY AMBULANCE	ALS SERVICE	400.00
LAWSON PRODUCTS INC	HYDRAULIC FITTINGS	78.52
LYNCH DALLAS PC	LEGAL SERVICES	2486.50
LYNCH'S EXCAVATING INC	SEWER REPAIR 318 W 3RD ST	4844.95
MARCIA MEYERS	JANUARY RENT	600.00
MIDAMERICAN ENERGY COMPANY	JANUARY CASH REQUEST	55000.00
MISC. VENDOR	MISC VENDORS	141.85
MORTON SALT INC	60.92 TN ROAD SALT	5906.80
OFFICE EXPRESS	OFFICE SUPPLIES	205.25
OFFICE MACHINE CONSULTANTS	MANAGEMENT NETWORK SERVICES	2935.00
ORIGIN DESIGN	CEDAR ST & UTILITIES IMPRVMENTS	1409.75
PRINCIPAL	PRINCIPAL DENTAL POLICY	2391.21
PROGRESSIVE REHABILITATION	PRE WORK SCREEN	78.00
QUADIENT FINANCE USA INC	POSTAGE	1500.00
RICKARD SIGN & DESIGN LLC	VINYL INSTALLATION	575.00
SCHUMACHER ELEVATOR COMPANY	MONTHLY MAINTENANCE	270.01
SPINUTECH INC	LICENSE, SUPPORT, HOSTING	910.00
STOREY KENWORTHY	W2'S & 1099'S	221.96
T & M CLOTHING	UNIFORMS	1349.00
TEST INC	WASTEWATER TESTING	1739.00
THE CTK GROUP	TRAINING	500.00
TIPTON PHARMACY	PHARMACEUTICALS	481.96
TITAN MACHINERY INC	PARTS #138	102.35
TREASURER, STATE OF IOWA	STATE WITHHOLDING	3165.49
TYLER TECHNOLOGIES INC	UB NOTIFICATION CALLS	26.00
VESTIS	MATS	741.32
VJ ENGINEERING	102 E 5TH ST INSPECTION	1137.50
WINDSTREAM	MONTHLY SERVICES	1242.56
WING PC	MEDICAL DIRECTOR	500.00
WRIGHT LAWN CARE	CONTRACT PAY JANUARY	358.33
** TOTAL **		680027.08
FUND TOTALS		
001 GENERAL GOVERNMENT		95362.65
110 ROAD USE TAX FUND		26061.82
112 TRUST AND AGENCY FUND		48441.75
121 LOCAL OPTION TAX		27637.33



125	TIF SPECIAL REVENUE FUND	22022.58
192	FIRE ENTERPRISE TRUST	5369.75
317	GO CP 2023	1409.75
600	WATER OPERATING	22018.98
610	WASTEWATER/AKA SEWER REV	67294.87
630	ELECTRIC OPERATING	166040.25
640	GAS OPERATING	42323.72
660	AIRPORT OPERATING	55077.11
670	GARBAGE COLLECTION	34066.28
740	STORM WATER	7346.18
810	CENTRAL GARAGE	12892.57
835	ADMINISTRATIVE SERVICES	11912.25
860	PAYROLL ACCOUNT	34749.24
	GRAND TOTAL	680027.08

Payroll Amount for November 2025	\$240,516.32
----------------------------------	--------------

Payroll Amount for December 2025	\$234,894.45
----------------------------------	--------------

1. Negotiate an extension or call for new bids regarding the cemetery mowing contract or "sexton agreement". Motion by Paustian, second by Helm to approve getting an amount from Dan Kessler with Grasshopper and discuss internally first. Following the roll call vote the motion passed unanimously.

**Adjourn:**

With no further business to come before the council a motion to adjourn was made by Paustian, second by Helm. Following the roll call vote the motion passed unanimously.  
Meeting adjourned at 5:49 p.m.

Mayor\_\_\_\_\_

Attest:\_\_\_\_\_

City Clerk

# TIPTON VOLUNTEER FIRE DEPARTMENT

January 2026

## ***TIPTON FIRE & RESCUE INC.***

---

<b>PRESIDENT</b>	Brad Peck	319-541-2019
<b>SECRETARY/TREASURER</b>	Shawn Hora	563-272-1754
<b>TRUSTEES</b>	Chuck Adolph	319-541-0755
	Nick Hora	563-249-8977
	John Meixner	319-480-6284
	Nate Achenbach	319-930-9404

## ***CITY OF TIPTON FIRE DEPARTMENT***

---

<b>CHIEF</b>	Sean Paustian	515-779-2770
<b>1<sup>st</sup> ASSITANT CHIEF</b>	Reece Hall	563-357-8530
<b>2<sup>ND</sup> ASSISTANT CHIEF</b>	Conner McMahon	319-269-4453
<b>TRAINING CAPTAIN</b>	Zack Howell	319-359-8532
<b>CAPTAIN</b>	Jamie Woode	563-886-3078
<b>CAPTAIN</b>	Nick Hora	563-249-8977
<b>CAPTAIN</b>	Shawn Hora	563-272-1754

STAN WOODE	11/73	RACE HALL	06/16
KENNY PAUL	05/78	SHAWN HORA	02/19
CURT WOODE	12/93	JOHN MEIXNER	11/19
BRAD PECK	02/97	SEBASTIAN GONZALEZ	01/20
JAMIE WOODE	11/00	CHARLES ADOLPH	11/20
SEAN PAUSTIAN	08/06	JOSH SULLIVAN	07/21
MIKE THOMAS	12/06	NATHAN ACHENBACH	05/23
MATT McCALL	10/07	TUCKER BRENNAN	06/23
ADAM FITCH	06/09	ISAAC BRENNAN	11/23
PATRICK STEFFEN	09/09	TOBYN BRENNAN	11/23
JASON PAUSTIAN	01/10	DEREK WEHMEYER	11/23
NICK HORA	05/12	AUSTIN LENZ	01/24
STEVE BODECKER	09/14	ZACK HOWELL	02/24
REECE HALL	06/15	ANDY GRUMAN	09/25
CONNER McMAHON	06/15	CALEB SCHRODER	07/24
		BRADY WOODE	07/25

---

PHONE: 563-886-6470

FAX: 563-331-9268

[TIPTONFIRE@TIPTONIOWA.ORG](mailto:TIPTONFIRE@TIPTONIOWA.ORG)



Tipton Fire  
Department  
Annual Report  
2025





# Call breakdown by month

Month	Total calls	Trainings	Pre Plans	Year	Total Calls
January	11	2	1	2025	158
February	6	2	1	2024	153
March	23	2	1	2023	152
April	20	2	1	2022	146
May	9	2	1	2021	157
June	12	2	1	2020	143
July	18	2	1	2019	156
August	13	2	1	2018	110
September	7	2	1	2017	109
October	13	2	1	2016	99
November	14	2	1	2015	92
December	12	0	0	2014	87
Totals	158	22	11	2013	95
				2012	71
				2011	62
				2010	68
				2009	80
				2008	86
				2007	99
				2006	82
				2005	76
				2004	81
				2003	112
				2002	87
				2001	65

## Total Fire Losses

## Total Fire Losses



# Mutual Aid Calls:

## Gave Aid

	2025	2024	2023	2022	2021	2020	2019	2018
Bennett	4	2	3	1	4	2	-	2
Mechanicsville	5	3	-	2	3	4	8	2
Stanwood	-	1	-	-	-	-	3	1
West Branch	3	2	6	2	2	7	2	3
Wilton	4	2	-	1	-	-	1	2
Clarence	1	-	2	-	-	3	2	-
Solon	-	-	-	-	-	1	1	-
Lowden	-	-	-	1	1	-	-	-
Atalissa	-	-	1	1	1	-	-	-
West Liberty	-	-	-	1	-	-	-	-
Lisbon	-	1	-	-	-	-	-	-
Walcott	-	1	-	-	-	-	-	-



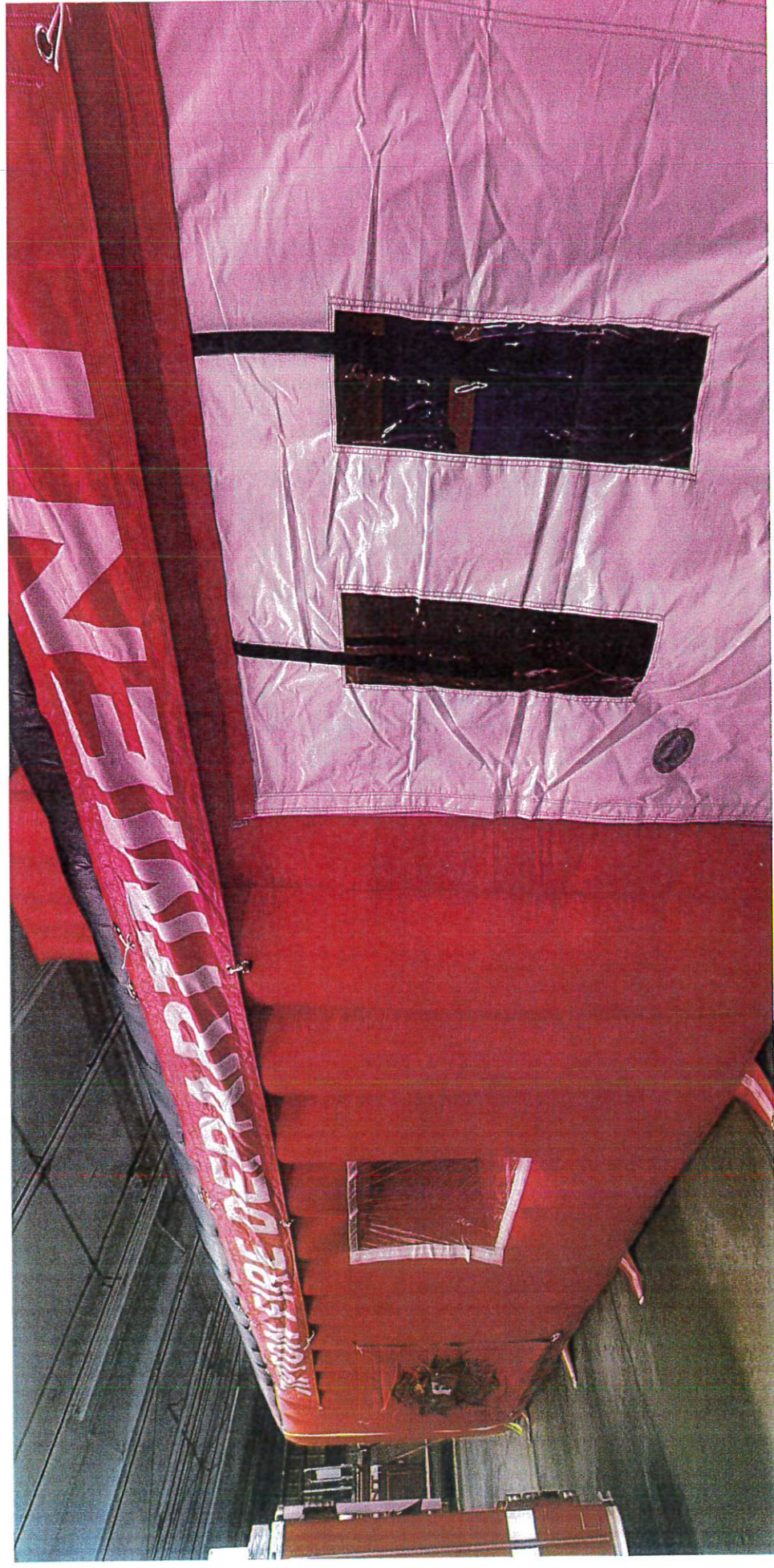
## Received Aide

	2025	2024	2023	2022	2021	2020	2019	2018
Bennett	2	6	3	2	6	4	5	3
Clarence	-	1	1	-	-	-	-	-
Mechanicsville	1	1	2	1	1	2	2	1
Stanwood	1	1	-	-	1	1	1	-
West Branch	4	2	-	1	5	2	2	2
Durant	1	-	-	1	-	-	-	-
Wilton	2	1	1	1	-	-	-	-

\*Bennett is paged for auto aid, meaning any structure fire they're paged automatically with Tipton



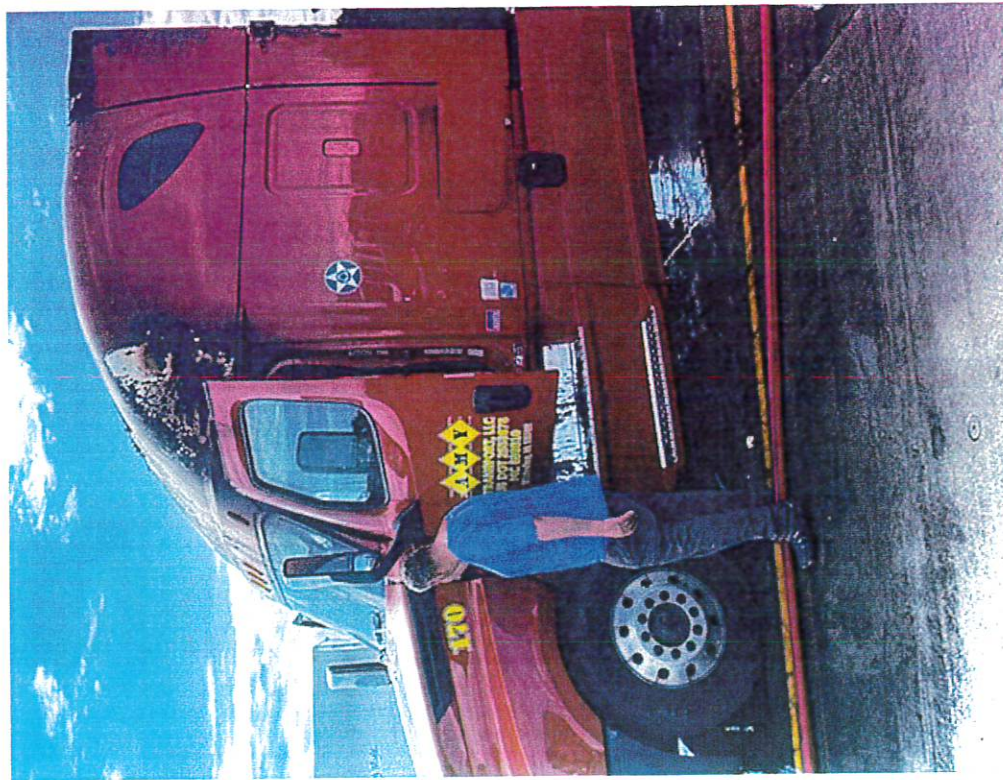
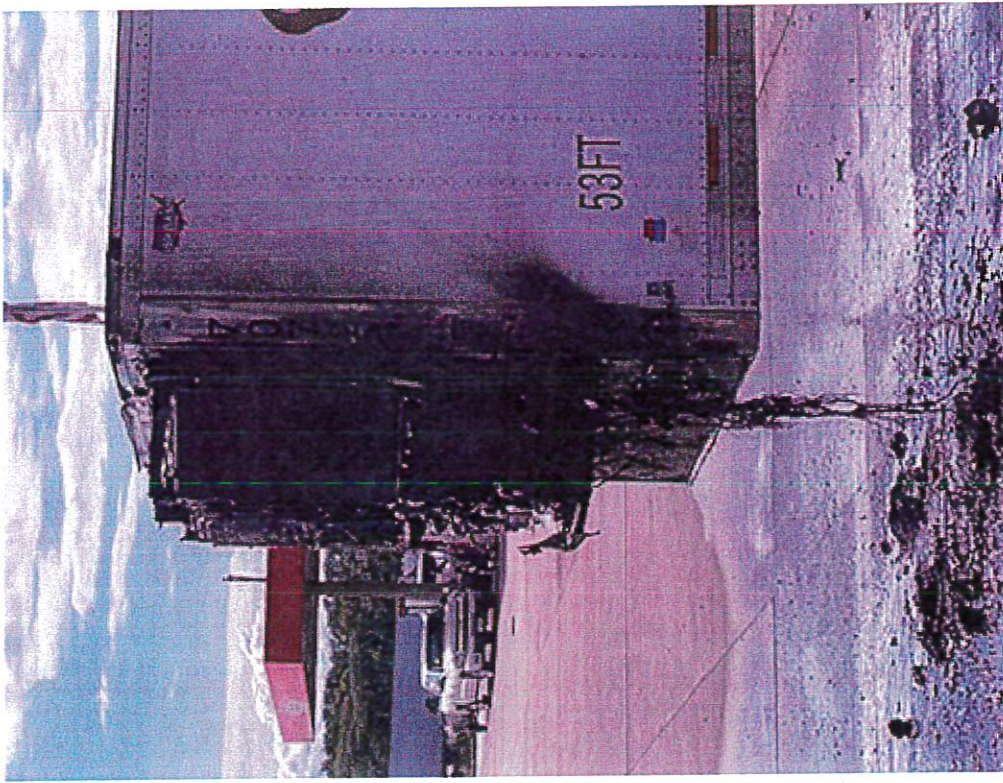
New inflatable for fire prevention/public education











# How much it cost to outfit a firefighter?



Helmet- \$400

Particulate hood- \$130

Gloves- \$140

Flashlight- \$100

TIC- \$5,000

Coat and pants- \$4,000

Boots- \$400

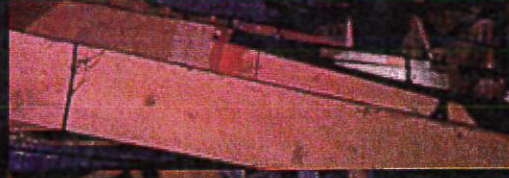
Scott SCBA with mask- \$7,000

Harris Portable Radio-\$3,700

Total- \$20,870



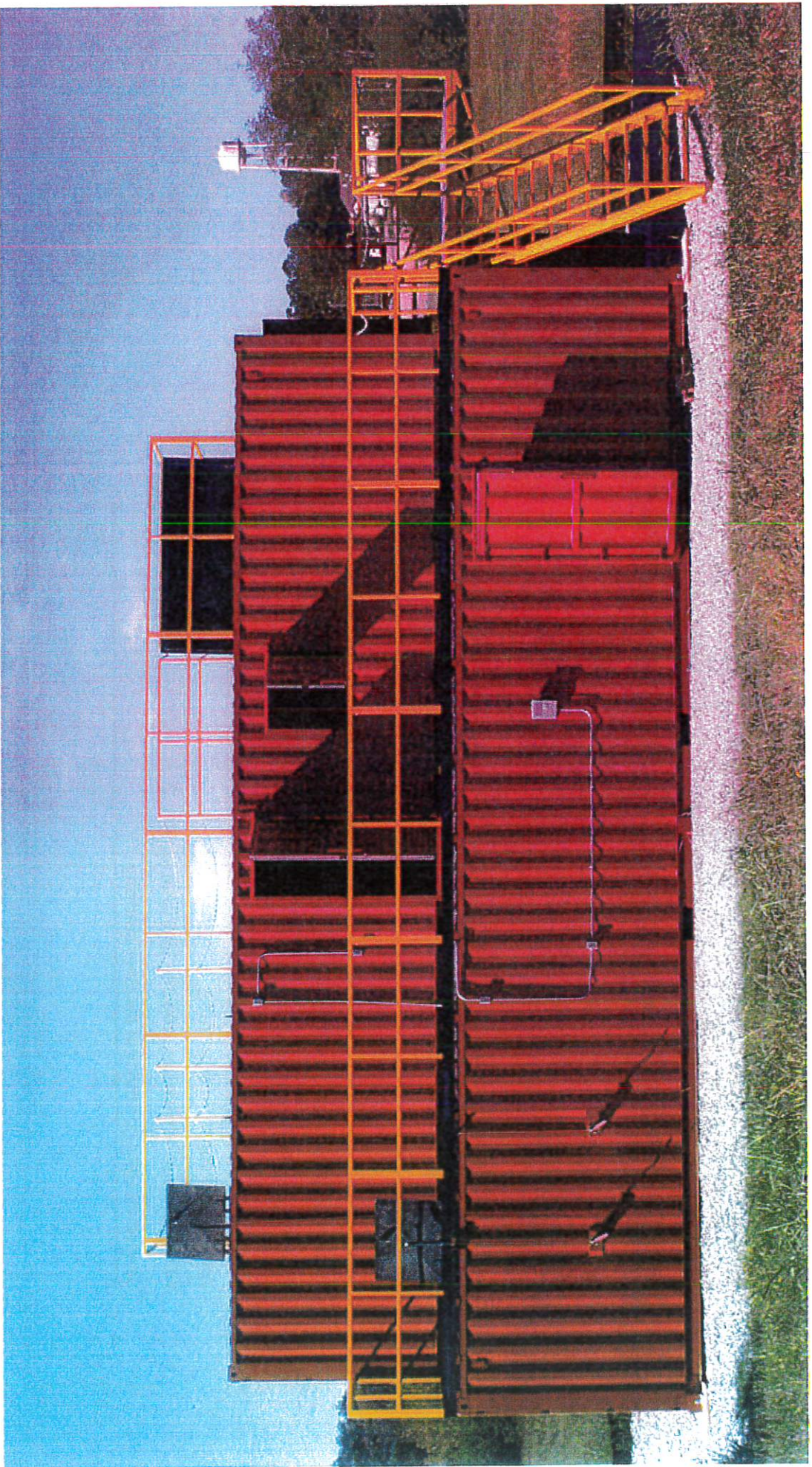
# Bohlman Fire 7/30/25





Incident Type	Total Incidents
Structure fire	12
Passenger vehicle fire	2
Grass fire	27
Rescue	3
Medical assist, assist EMS crew	27
Motor vehicle accident	18
Water Rescue	1
Gasoline or other flammable liquid spill	2
Gas leak (natural gas or LPG)	8
Carbon monoxide incident	11
Investigation	9
Authorized controlled burning	4
Alarm system activation, no fire - unintentional	23
Severe weather or natural disaster standby	11







**Tipton**



**Fire & Rescue**







## AGENDA ITEM

### AGENDA INFORMATION

#### TIPTON CITY COUNCIL COMMUNICATION

<b>DATE:</b>	1/19//2026
<b>AGENDA ITEM:</b>	TRIP Program Request
<b>ACTION:</b>	Motion to approve, deny or table.

#### SYNOPSIS:

Tipton Revitalization Incentive Program (TRIP) Request

Applicant: Matthew Scheetz and David Scheetz– DBA: The Depot Express. Building located at 49 Cedar Street (former Pizza Hut).

*Commission corresponded via email (but couldn't legally vote). However, there weren't any objections via email to proceed with granting approval with this project. The Commission is asking the City Council to make final decision regarding this application.*

This is a TRIP Acquisition Assistance Grant. This program is designed to assist business owners acquire property and this program qualifies for reimbursement of \$5,000.00 of purchase price, abstracting, attorney fees and other closing costs. \$5,000 of earnest money has been put down. Purchase price of \$260,706. Total project cost \$1,250,000.

Project Summary:

- Retail convenience location with fuel on property

**BUDGET ITEM: 160-5-599-2-64995**

**RESPONSIBLE DEPARTMENT: Development Director– Linda Beck**

**MAYOR/COUNCIL ACTION:** Approve, deny, or table.

**ATTACHMENTS:** None

**PREPARED BY:** Linda Beck

**DATE PREPARED:** 1/14/2026



**Agreement for Maintenance and Repair of  
Primary Roads in Municipalities**

This Agreement made and entered into by and between the Municipality of Tipton, Cedar County, Iowa, hereinafter referred to as the Municipality, and the Iowa Department of Transportation, Ames, Iowa, hereinafter referred to as the Department.

**AGREEMENT:**

In accord with Provisions of Chapter 28E, Sections 306.3, 306.4, 313.3-5, 313.21-23, 313.27, 313.36, 314.5, 321.348 and 384.76 of the Code of Iowa and the Iowa Administrative Rules 761 – Chapter 150 (IAC) the Municipality and Department enter into the following agreement regarding maintenance, repair and minor reconstruction of the primary roads within the boundaries of the Municipality.

**I. The Department shall maintain and repair:**

**A. Freeways (functionally classified and constructed)**

1. Maintain highway features including ramps and repairs to bridges.
2. Provide bridge inspection.
3. Highway lighting.

**B. Primary Highways – Urban Cross-Section (curbed) (See Sec. II.A)**

1. Pavement: Maintain and repair pavement and subgrade from face of curb to face of curb (excluding parking lanes, drainage structures, intakes, manholes, public or private utilities, sanitary sewers and storm sewers).
2. Traffic Services: Provide primary road signing for moving traffic, pavement marking for traffic lanes, guardrail, and stop signs at intersecting streets.
3. Drainage: Maintain surface drainage within the limits of pavement maintenance described in I.B.1 above.
4. Snow and Ice Removal: Plow traffic lanes of pavement and bridges and treat pursuant to the Department's policy.
5. Vehicular Bridges: Structural maintenance and painting as necessary.
6. Provide bridge inspection.

**C. Primary Highways – Rural Cross-Section (uncurbed) (See II.B)**

1. Maintain, to Department standards for rural roads, excluding tree removal, sidewalks, and repairs due to utility construction and maintenance.

**D. City Streets Crossing Freeway Rights of Way (See II.C)**

1. Roadsides within the limits of the freeway fence.
2. Surface drainage of right of way.
3. Traffic signs and pavement markings required for freeway operation.
4. Guardrail at piers and bridge approaches.
5. Bridges including deck repair, structural repair, berm slope protection and painting.
6. Pavement expansion relief joints and leveling of bridge approach panels.

**II. The Municipality shall maintain and repair:**

**A. Primary Highways – Urban Cross-Section (curbed) (See Sec. I.B)**

1. Pavement: Maintain and repair pavement in parking lanes, intersections beyond the limits of state pavement maintenance; curbs used to contain drainage; and repairs to all pavement due to utility construction, maintenance and repair.
2. Traffic Services: Paint parking stalls, stop lines and crosswalks. Maintain, repair and provide energy to traffic signals and street lighting.
3. Drainage: Maintain storm sewers, manholes, intakes, catch basins and culverts used for collection and disposal of surface drainage.



4. Snow and ice removal: Remove snow windrowed by state plowing operations, remove snow and ice from all areas outside the traffic lanes and load or haul snow which the Municipality considers necessary. Remove snow and ice from sidewalks on bridges used for pedestrian traffic.
5. Maintain sidewalks, retaining walls and all areas between curb and right-of-way line. This includes the removal of trees as necessary and the trimming of tree branches as necessary.
6. Clean, sweep and wash streets when considered necessary by the Municipality.
7. Maintain and repair pedestrian overpasses and underpasses including snow removal, painting and structural repairs.

B. Primary Highways – Rural Cross-Section (uncurbed) (See Sec. I.C)

1. Maintain and repair highway facilities due to utility construction and maintenance.
2. Removal of trees as necessary and the trimming of tree branches as necessary.
3. Maintain sidewalks.

C. City Streets Crossing Freeway Rights of Way (See I.D)

1. All pavement, subgrade and shoulder maintenance on cross streets except expansion relief joints and bridge approach panel leveling.
2. Mark traffic lanes on the cross street.
3. Remove snow on the cross street, including bridges over the freeway.
4. Clean and sweep bridge decks on streets crossing over freeway.
5. Maintain all roadside areas outside the freeway fence.
6. Maintain pedestrian overpasses and underpasses including snow removal, painting, lighting and structural repair.

III. The Municipality further agrees:

- A. That all traffic control devices placed by the Municipality on primary roads within the Municipal boundaries shall conform to the "Manual on Uniform Traffic Control Devices for Streets and Highways."
- B. To prevent encroachment or obstruction within the right of way, the erection of any private signs on the right of way, or on private property which may overhang the right of way and which could obstruct the view of any portion of the road or the traffic signs or traffic control devices contrary to Section 318.11 of the Code of Iowa.
- C. To comply with all current statutes and regulations pertaining to overlength and overweight vehicles using the primary roads, and to issue special permits for overlength and overweight vehicles only with approval of the Department.
- D. To comply with the current Utility Accommodation Policy of the Department.
- E. To comply with the access control policy of the Department by obtaining prior approval of the Department for any changes to existing entrances or for the construction of new entrances.

IV. Drainage district assessments levied against the primary road within the Municipality shall be shared equally by the Department and the Municipality.

V. Major construction initiated by the Department and all construction initiated by the Municipality shall be covered by separate agreements.

VI. The Department and the Municipality may by a separate annual Supplemental Agreement, reallocate any of the responsibilities covered in Section I of this agreement.

VII. This Agreement shall be in effect for a five year period from July 1, 2026 to June 30, 2031

IN WITNESS WHEREOF, The Parties hereto have set their hands, for the purposes herein expressed, on the dates indicated below.

City of Tipton, Iowa

MUNICIPALITY

IOWA DEPARTMENT OF TRANSPORTATION

By \_\_\_\_\_

BY \_\_\_\_\_  
District Engineer

Date \_\_\_\_\_

Date \_\_\_\_\_

Tipton City Council  
January 16, 2026

I am writing to submit a bid to complete the interior walls for the Greenspace bathroom project on main street. Work to be completed would include:

- Install remaining OSB panels in both sections of the building
- Install finish panels and corner trim in the bathroom section
- Install baseboard in the bathroom section
- Install door trim in both sections
- Finish installation of the sills and weather seals for both doors

I would complete the tasks listed above for the labor cost of \$500.00.

Weather permitting I would attempt to have the tasks listed above completed by March 1.

Mike Wehde



DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
POLICE DEPARTMENT	GENERAL GOVERNMENT I.R.S.		FICA WITHHOLDING	1,482.36
			MEDICARE WITHHOLDING	261.33
			MEDICARE WITHHOLDING	0.98
			MEDICARE WITHHOLDING	54.70
			MEDICARE WITHHOLDING	27.70
			MEDICARE WITHHOLDING	1.98
			PHONE, INTERNET, CIRCUIT	36.25
			WIRELESS	169.10
			LONG TERM DISABILITY PAYRO	98.91
			GTL VTL INSURANCE	34.18
			DUES	100.00
			DUES	100.00
			IPERS REGULAR EMPLOYEES	6.38
			IPERS WITHHOLDING EMT	56.53
			IPERS WITHHOLDING POLICE	2,177.76
			TOUGHBOOKS	80.02
			TRANSFERS	416.67
			Repay Admin Services	4,667.96
			PSF payment	294.43
			vehicle/equipment charges	2,472.33
			TOTAL:	12,539.57
FIRE DEPARTMENT	GENERAL GOVERNMENT I.R.S.		FICA WITHHOLDING	41.73
			MEDICARE WITHHOLDING	9.77
			PHONE, INTERNET, CIRCUIT	36.25
			SUPPLIES	119.30
			D & R PEST CONTROL	45.00
			IPERS WITHHOLDING, FIRE	57.27
			ALARM SERVICE	30.00
			TRANSFERS	416.67
			Repay Admin Services	975.16
			vehicle/equipment charges	1,523.84
			TOTAL:	3,254.99
AMBULANCE	GENERAL GOVERNMENT I.R.S.		FICA WITHHOLDING	964.71
			MEDICARE WITHHOLDING	81.07
			MEDICARE WITHHOLDING	103.33
			MEDICARE WITHHOLDING	18.97
			MEDICARE WITHHOLDING	2.38
			MEDICARE WITHHOLDING	19.87
			PHONE, INTERNET, CIRCUIT	36.25
			WIRELESS	238.17
			LONG TERM DISABILITY PAYRO	24.72
			GTL VTL INSURANCE	13.02
			MEDICAL SUPPLIES	155.96
			MEDICAL SUPPLIES	153.81
			MEDICAL SUPPLIES	47.79
			MEDICAL SUPPLIES	130.83
			MEDICAL SUPPLIES	470.33
			MEDICAL SUPPLIES	288.49
			MISC SUPPLIES	80.21
			NEW CITY HALL, AMBULANCE	1,636.00
			SUPPLIES	34.96
			D & R PEST CONTROL	40.00
			IPERS WITHHOLDING EMT	1,455.96
			REIMBURSEMENT	48.65

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
STREET DEPARTMENT	GENERAL GOVERNMENT	THERESA FOULKS TIPTON PHARMACY TRI-CITY ELECTRIC COMPANY OF IOWA CITY OF TIPTON FUNDS	MILEAGE REIMBURSEMENT	184.38
			PHARMACEUTICALS	469.13
			PHONE SYSTEM UPDATE	175.00
			TRANSFERS	1,448.67
			Repay Admin Services	3,185.06
		CITY OF TIPTON-REVOLVING CENTRAL GARAG	PSF payment	7.90
			vehicle/equipment charges	3,781.31
			TOTAL:	15,296.93
		GENERAL GOVERNMENT I.R.S.	FICA WITHHOLDING	242.11
			MEDICARE WITHHOLDING	39.23
TREES	GENERAL GOVERNMENT	THE HARTFORD	MEDICARE WITHHOLDING	1.41
			MEDICARE WITHHOLDING	0.17
			MEDICARE WITHHOLDING	1.43
			MEDICARE WITHHOLDING	14.02
			MEDICARE WITHHOLDING	0.37
		CINTAS	LONG TERM DISABILITY PAYRO	14.69
			GTL_VTL INSURANCE	6.48
			UNIFORMS	42.88
			UNIFORMS	42.88
			TRAINING	544.11
CEMETERY	GENERAL GOVERNMENT	IOWA ASSOCIATION OF IPERS	IPERS REGULAR EMPLOYEES	381.10
			TRANSFERS	1,539.25
			Central Stores services pa	2,485.14
			PSF payment	459.98
			vehicle/equipment charges	3,597.92
		CITY OF TIPTON-REVOLVING CENTRAL GARAG	TOTAL:	9,413.17
			Central Stores services pa	41.34
			TOTAL:	41.34
		GENERAL GOVERNMENT BRAND NEW ENGINES	OPERATING SUPPLIES	91.96
			OPERATING SUPPLIES	24.99
			OPERATING SUPPLIES	227.80
			Central Stores services pa	169.18
			TOTAL:	513.93
GENERAL ADMINISTRATION	GENERAL GOVERNMENT	EASTERN IOWA LIGHT & POWER	UTILITIES	10.96
			UTILITIES	21.92
			SUPPLIES	27.98
			CONTRACT PAY 1216-0115	3,083.33
			TOTAL:	3,144.19
		JOHN DEERE FINANCIAL GRASSHOPPER LAWN CARE	FICA WITHHOLDING	176.72
			MEDICARE WITHHOLDING	33.97
			MEDICARE WITHHOLDING	0.50
			MEDICARE WITHHOLDING	0.06
			MEDICARE WITHHOLDING	6.59
GENERAL ADMINISTRATION	GENERAL GOVERNMENT	THE HARTFORD	MEDICARE WITHHOLDING	0.20
			LONG TERM DISABILITY PAYRO	11.56
			GTL_VTL INSURANCE	2.69
			UNIFORMS	20.11
			UNIFORMS	20.11
		CINTAS	HI VIS JACKET	37.00
			IPERS REGULAR EMPLOYEES	275.18
			Central Stores services pa	1,232.14



DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
LIBRARY	GENERAL GOVERNMENT I.R.S.	CITY OF TIPTON-REVOLVING CENTRAL GARAG	PSF payment	88.93
			vehicle/equipment charges	1,469.57
			TOTAL:	3,375.33
			FICA WITHHOLDING	311.17
			MEDICARE WITHHOLDING	61.18
			MEDICARE WITHHOLDING	4.94
			MEDICARE WITHHOLDING	0.86
			MEDICARE WITHHOLDING	5.79
			PHONE, INTERNET, CIRCUIT	144.70
			LONG TERM DISABILITY PAYRO	14.00
PARK	GENERAL GOVERNMENT I.R.S.	CITY OF TIPTON-REVOLVING CENTRAL GARAG	GTL VTL INSURANCE	9.44
			SUPPLIES	69.00
			D & R PEST CONTROL	125.00
			IPERS REGULAR EMPLOYEES	477.57
			INSTALL HEAT TAPE	776.00
			BASE RATE & USAGE	175.99
			MONTHLY MAINTENANCE	270.01
			MONTHLY SERVICE	569.00
			PSF payment	7.90
			TOTAL:	3,022.55
			FICA WITHHOLDING	9.90
			MEDICARE WITHHOLDING	1.84
			MEDICARE WITHHOLDING	0.48
			WIRELESS	15.19
			LONG TERM DISABILITY PAYRO	0.68
			GTL VTL INSURANCE	0.11
			SUPPLIES	14.91
			IPERS REGULAR EMPLOYEES	15.34
			Repay Admin Services	277.52
RECREATION DEPARTMENT	GENERAL GOVERNMENT I.R.S.	CITY OF TIPTON-REVOLVING CENTRAL GARAG	PSF payment	0.40
			CITY UTILITIES	213.29
			vehicle/equipment charges	140.70
			TOTAL:	690.36
			FICA WITHHOLDING	74.50
			MEDICARE WITHHOLDING	12.42
			MEDICARE WITHHOLDING	5.01
			WIRELESS	15.19
			LONG TERM DISABILITY PAYRO	5.20
			GTL VTL INSURANCE	2.36
ADULT RECREATION	GENERAL GOVERNMENT	CITY OF TIPTON FUNDS	IPERS REGULAR EMPLOYEES	117.68
			Repay Admin Services	253.00
			PSF payment	3.95
			vehicle/equipment charges	130.56
			TOTAL:	619.87
			REF ADULT BB	70.00
			REF ADULT BB	70.00
			REF ADULT BB	70.00
			REF ADULT BB	70.00
			TOTAL:	280.00
YOUTH RECREATION	GENERAL GOVERNMENT	ADAM SPANGLER	HOST TIPTON REC BSKTBALL G	850.00
			TOTAL:	850.00

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
FAMILY AQUATIC CENTER	GENERAL GOVERNMENT	I.R.S.	FICA WITHHOLDING	269.20
			MEDICARE WITHHOLDING	12.42
			MEDICARE WITHHOLDING	45.56
			MEDICARE WITHHOLDING	5.00
			PHONE, INTERNET, CIRCUIT	150.52
			WIRELESS	15.19
			WIRELESS	40.00
			LONG TERM DISABILITY PAYRO	5.20
			GTL_VTL INSURANCE	2.36
			SUPPLIES	134.46
			TARA THOMA:SWIM LESSONS RE	70.00
			TARA THOMA:SWIM LESSONS RE	70.00
			D & R PEST CONTROL	60.00
			CHEMICALS	1,772.86
			TESTING	15.50
			IPERS REGULAR EMPLOYEES	191.80
			ALARM SERVICE	30.00
			POOL BOILER SERVICE	948.10
			ADS, PRINTING, PUBLISHING	312.00
			UPS CHARGES, SUPPLIES	11.27
			UPS CHARGES, SUPPLIES	76.23
			Repay Admin Services	2,413.76
			PSF payment	3.95
ECONOMIC DEVELOPMENT	GENERAL GOVERNMENT	I.R.S.	CITY UTILITIES	6,559.87
			vehicle/equipment charges	85.09
			TOTAL:	13,300.34
			FICA WITHHOLDING	151.99
			MEDICARE WITHHOLDING	28.44
			MEDICARE WITHHOLDING	7.11
			WIRELESS	45.56
			LONG TERM DISABILITY PAYRO	10.55
			GTL_VTL INSURANCE	3.07
			DOWNTOWN CHRISTMAS DECOR	530.00
			IPERS REGULAR EMPLOYEES	238.72
			ALARM SERVICE	30.00
FINANCE & ADMINISTRATI	GENERAL GOVERNMENT	I.R.S.	PSF payment	101.64
			CITY UTILITIES	156.61
			TOTAL:	1,303.69
			FICA WITHHOLDING	24.61
			MEDICARE WITHHOLDING	4.50
			MEDICARE WITHHOLDING	0.42
			MEDICARE WITHHOLDING	0.82
			MEDICARE WITHHOLDING	0.02
			LONG TERM DISABILITY PAYRO	1.56
			GTL_VTL INSURANCE	0.51
			NEW_CITY HALL, AMBULANCE	5,088.00
			UNTRAUER DRAFTING SERVICES	225.00
BUILDING MAINTENANCE	GENERAL GOVERNMENT	I.R.S.	IPERS REGULAR EMPLOYEES	38.64
			Repay Admin Services	833.54
			PSF payment	65.97
			TOTAL:	6,283.59
			FICA WITHHOLDING	18.27
			MEDICARE WITHHOLDING	4.27



DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
AMBULANCE TRUST	GENERAL GOVERNMENT	VESTIS D & R PEST CONTROL IPERS ELECTRONICS INC	MATS	189.17
			D & R PEST CONTROL	40.00
			IPERS REGULAR EMPLOYEES	27.82
			ALARM SERVICE	30.00
			TOTAL:	309.53
TRANSFER-COMM/LOCAL AC	GENERAL GOVERNMENT	CITY OF TIPTON FUNDS	TRANSFERS	1,448.67
			TOTAL:	1,448.67
STREET DEPARTMENT	ROAD USE TAX FUND	CITY OF TIPTON-REVOLVING CENTRAL GARAG	TRANSFERS	1,666.67
			TOTAL:	1,666.67
TRAFFIC SERVICE MAINT.	ROAD USE TAX FUND	CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	4,372.64
			TOTAL:	4,372.64
			FICA WITHHOLDING	6.71
			MEDICARE WITHHOLDING	1.40
			MEDICARE WITHHOLDING	0.11
SNOW AND ICE REMOVAL	ROAD USE TAX FUND	I.R.S.	MEDICARE WITHHOLDING	0.06
			LONG TERM DISABILITY PAYRO	0.30
			GTL_VTL INSURANCE	0.12
			IPERS REGULAR EMPLOYEES	10.67
			Central Stores services pa	37.03
STREET CLEANING	ROAD USE TAX FUND	CITY OF TIPTON FUNDS	PSF payment	0.24
			TOTAL:	56.64
			FICA WITHHOLDING	73.50
			MEDICARE WITHHOLDING	15.91
			MEDICARE WITHHOLDING	0.86
TRANSFER/OTHER SOURCES	ROAD USE TAX FUND	CITY OF TIPTON-REVOLVING CENTRAL GARAG	MEDICARE WITHHOLDING	0.10
			MEDICARE WITHHOLDING	0.32
			LONG TERM DISABILITY PAYRO	4.22
			GTL_VTL INSURANCE	2.06
			IPERS REGULAR EMPLOYEES	115.91
TRANSFERS/OTHER SOURCE TRUST AND AGENCY F	ROAD USE TAX FUND	CITY OF TIPTON FUNDS	Central Stores services pa	730.29
			PSF payment	117.73
			vehicle/equipment charges	2,568.06
			TOTAL:	3,628.96
			Central Stores services pa	131.99
TRANSFERS/OTHER SOURCE LOCAL OPTION TAX	ROAD USE TAX FUND	CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	820.00
			TOTAL:	951.99
			TRANSFERS	2,920.00
			TOTAL:	2,920.00
			TRANSFERS	48,441.75
TRANSFERS/OTHER SOURCE TIF SPECIAL REVENUE	ROAD USE TAX FUND	CITY OF TIPTON FUNDS	TOTAL:	48,441.75
			TRANSFERS	27,637.33
			TOTAL:	27,637.33
			TRANSFERS	7,022.58
			TOTAL:	15,000.00
TRANSFERS/OTHER SOURCE TIF SPECIAL REVENUE	ROAD USE TAX FUND	CITY OF TIPTON FUNDS	TRANSFERS	22,022.58
			TOTAL:	22,022.58

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
REVOLVING LOAN PRGRM	ECONOMIC/INDUSTRIA	CEDAR COUNTY SHERIFF'S OFFICE	SERVED NOTICE	31.00
	ECIA	DRONE WORK INDUSTRIAL PARK		346.50
	CITY UTILITIES	CITY UTILITIES		136.09
		TOTAL:		513.59
TRANSFERS/OTHER SOURCE	FIRE ENTERPRISE TR	CITY OF TIPTON FUNDS	TRANSFERS	5,369.75
			TOTAL:	5,369.75
WATER DISTRIBUTION	WATER OPERATING	I.R.S.	FICA WITHHOLDING	346.53
			MEDICARE WITHHOLDING	68.97
			MEDICARE WITHHOLDING	3.29
			MEDICARE WITHHOLDING	2.34
			MEDICARE WITHHOLDING	4.07
			MEDICARE WITHHOLDING	2.39
			PHONE, INTERNET, CIRCUIT	36.25
			LONG TERM DISABILITY PAYRO	21.46
			GTL VTL INSURANCE	8.44
			UNIFORMS	0.00
			UNIFORMS	0.00
			SUPPLIES	87.09
			TESTING	46.50
			TRAINING	544.12
			IPERS REGULAR EMPLOYEES	543.61
			Repay Admin Services	3,169.16
			PSF payment	677.78
			vehicle/equipment charges	334.87
			TOTAL:	5,896.87
WATER BILL/COLLECT	WATER OPERATING	I.R.S.	FICA WITHHOLDING	60.11
			MEDICARE WITHHOLDING	12.52
			MEDICARE WITHHOLDING	1.23
			MEDICARE WITHHOLDING	0.31
			LONG TERM DISABILITY PAYRO	4.32
			GTL VTL INSURANCE	2.36
			IPERS REGULAR EMPLOYEES	97.93
			Repay Admin Services	212.58
			PSF payment	55.76
			TOTAL:	447.12
TRANSFER/OTHER SOURCES	WATER OPERATING	CITY OF TIPTON FUNDS	TRANSFERS	4,133.33
			TRANSFERS	2,834.09
			TOTAL:	6,967.42
WASTEWATER/AKA SEWER	WASTEWATER/AKA SEW	I.R.S.	FICA WITHHOLDING	358.31
			MEDICARE WITHHOLDING	70.03
			MEDICARE WITHHOLDING	2.97
			MEDICARE WITHHOLDING	3.24
			MEDICARE WITHHOLDING	5.17
			MEDICARE WITHHOLDING	2.39
			LONG TERM DISABILITY PAYRO	22.34
			GTL VTL INSURANCE	8.17
			TRAINING	544.11
			IPERS REGULAR EMPLOYEES	564.83
			WASTEWATER TESTING	2,167.00
			UPS CHARGES, SUPPLIES	39.18
			MONTHLY SERVICES	108.23



DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
LAGOON	WASTEWATER/AKA SEW EASTERN IOWA LIGHT & POWER	CITY OF TIPTON FUNDS	Repay Admin Services	1,445.19
			PSF payment	712.50
		CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	933.56
			TOTAL:	6,987.22
TRANSFER/OTHER SOURCES	WASTEWATER/AKA SEW CITY OF TIPTON FUNDS		UTILITIES	1,325.80
			TOTAL:	1,325.80
ELECTRIC DISTRIBUTION	ELECTRIC OPERATING I.R.S.		TRANSFERS	3,866.67
			TRANSFERS	48,212.25
			TOTAL:	52,078.92
			FICA WITHOLDING	1,008.24
			MEDICARE WITHOLDING	201.87
			MEDICARE WITHOLDING	1.28
			MEDICARE WITHOLDING	5.31
			MEDICARE WITHOLDING	9.21
			MEDICARE WITHOLDING	13.97
			MEDICARE WITHOLDING	4.16
			PHONE, INTERNET, CIRCUIT	36.25
			WIRELESS	298.45
			LONG TERM DISABILITY PAYRO	62.57
			GTL_VTL INSURANCE	23.60
			UNIFORMS, SHOP TOWELS, MAT	104.59
			UNIFORMS, SHOP TOWELS, MAT	62.09
			UNIFORMS, SHOP TOWELS, MAT	104.59
			UNIFORMS, SHOP TOWELS, MAT	62.09
			MISC CHARGES	12.36
			SUPPLIES	72.01
			D & R PEST CONTROL	42.80
			TRAINING	544.12
			IPERS REGULAR EMPLOYEES	1,586.29
			UPS CHARGES, SUPPLIES	44.14
			Repay Admin Services	7,446.48
			PSF payment	5,571.34
			CITY UTILITIES	94.63
			vehicle/equipment charges	1,448.61
			TOTAL:	18,861.05
			FICA WITHOLDING	33.98
			MEDICARE WITHOLDING	7.33
			MEDICARE WITHOLDING	0.41
			MEDICARE WITHOLDING	0.21
			LONG TERM DISABILITY PAYRO	2.08
			GTL_VTL INSURANCE	0.79
			D & R PEST CONTROL	42.80
			IPERS REGULAR EMPLOYEES	54.05
			UPS CHARGES, SUPPLIES	46.96
			Repay Admin Services	1,017.91
			PSF payment	1.58
			VEHICLE/EQUIPMENT CHARGES	174.53
			TOTAL:	1,382.63
ELECTRIC POWER PLANT	ELECTRIC OPERATING I.R.S.		FICA WITHOLDING	134.21
			MEDICARE WITHOLDING	28.82
			MEDICARE WITHOLDING	0.02

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
GAS DISTRIBUTION	GAS OPERATING	I. R. S.	MEDICARE WITHOLDING	1.86
			MEDICARE WITHOLDING	0.70
			LONG TERM DISABILITY PAYRO	8.88
			GTL VTL INSURANCE	4.20
			IPERS REGULAR EMPLOYEES	215.00
			Repay Admin Services	468.97
			PSF payment	319.77
			vehicle/equipment charges	122.17
			TOTAL:	1,304.60
			TRANSFERS	26,579.00
GAS BILL/COLLECT	GAS OPERATING	I. R. S.	TRANSFERS	34,529.25
			TRANSFERS	7,320.34
			TOTAL:	68,428.59
			FICA WITHOLDING	490.17
			MEDICARE WITHOLDING	84.26
			MEDICARE WITHOLDING	0.77
			MEDICARE WITHOLDING	10.30
			MEDICARE WITHOLDING	6.13
			MEDICARE WITHOLDING	13.08
			MEDICARE WITHOLDING	0.11
TRANSFER/OTHER SOURCES	GAS OPERATING	I. R. S.	PHONE, INTERNET, CIRCUIT	36.25
			WIRELESS	85.56
			LONG TERM DISABILITY PAYRO	31.23
			GTL VTL INSURANCE	12.29
			UNIFORMS, SHOP TOWELS, MAT	50.83
			UNIFORMS, SHOP TOWELS, MAT	58.39
			SUPPLIES	10.69
			TRAINING	544.12
			TRAINING	2,820.00
			IPERS REGULAR EMPLOYEES	779.73
AIRPORT	AIRPORT OPERATING	AUREON COMMUNICATIONS	Repay Admin Services	9,806.44
			PSF payment	439.36
			CITY UTILITIES	28.23
			vehicle/equipment charges	265.99
			TOTAL:	15,573.93
			FICA WITHOLDING	77.11
			MEDICARE WITHOLDING	16.18
			MEDICARE WITHOLDING	1.44
			MEDICARE WITHOLDING	0.41
			LONG TERM DISABILITY PAYRO	5.36
			GTL VTL INSURANCE	2.76
AIRPORT	AIRPORT OPERATING	AUREON COMMUNICATIONS	IPERS REGULAR EMPLOYEES	124.94
			Repay Admin Services	267.64
			PSF payment	56.55
			TOTAL:	552.39
			TRANSFERS	13,838.00
			TOTAL:	13,838.00
			PHONE, INTERNET, CIRCUIT	36.25
			SUPPLIES	16.99
			AIRPORT APRON & RUNWAY	3,775.00
			PARTS & SUPPLIES	7.99



DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
TRANSFER/OTHER SOURCES	AIRPORT OPERATING	CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	164.58
			TOTAL:	4,000.81
			TRANSFERS	362.17
			TOTAL:	362.17
			FICA WITHHOLDING	223.23
			MEDICARE WITHHOLDING	43.43
			MEDICARE WITHHOLDING	0.34
			MEDICARE WITHHOLDING	4.07
			MEDICARE WITHHOLDING	4.12
			MEDICARE WITHHOLDING	0.20
GARBAGE COLLECTION	GARBAGE COLLECTION	I.R.S.	LONG TERM DISABILITY PAYRO	14.61
			GTL_VTL INSURANCE	5.42
			TRANSFER FEES	5,865.00
			UNIFORMS	21.94
			UNIFORMS	21.94
			IPERS REGULAR EMPLOYEES	356.22
			Repay Admin Services	1,924.63
			Central Stores services pa	5,371.58
			PSF payment	1,128.21
			vehicle/equipment charges	5,110.04
RECYCLING	GARBAGE COLLECTION	I.R.S.	TOTAL:	20,094.98
			FICA WITHHOLDING	69.44
			MEDICARE WITHHOLDING	10.21
			MEDICARE WITHHOLDING	4.89
			MEDICARE WITHHOLDING	1.13
			LONG TERM DISABILITY PAYRO	3.56
			GTL_VTL INSURANCE	1.23
			IPERS REGULAR EMPLOYEES	80.39
			RECYCLING SORT FEES	1,125.18
			PSF payment	722.02
TRANSFER OUT/SINKING F	GARBAGE COLLECTION	CITY OF TIPTON FUNDS	vehicle/equipment charges	3,406.70
			TOTAL:	5,424.75
			TRANSFERS	3,532.33
			TRANSFERS	413.50
			TOTAL:	3,945.83
STORM WATER	STORM WATER	I.R.S.	FICA WITHHOLDING	25.21
			MEDICARE WITHHOLDING	5.61
			MEDICARE WITHHOLDING	0.17
			MEDICARE WITHHOLDING	0.07
			MEDICARE WITHHOLDING	0.03
			LONG TERM DISABILITY PAYRO	1.68
			GTL_VTL INSURANCE	0.85
			IPERS REGULAR EMPLOYEES	39.70
			Repay Admin Services	879.84
			PSF payment	105.94
OTHER SOURCES	STORM WATER	CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	92.33
			TOTAL:	1,151.43
			TRANSFERS	685.50
			TRANSFERS	4,377.83
			TOTAL:	5,063.33

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
INT SRVC-OTHER BUSINES	CENTRAL GARAGE	I. R. S.	FICA WITHHOLDING	111.94
			MEDICARE WITHHOLDING	23.31
			MEDICARE WITHHOLDING	1.92
			MEDICARE WITHHOLDING	0.95
			SHOP SUPPLIES	73.50
			PHONE, INTERNET, CIRCUIT	36.25
			WIRELESS	272.33
			LONG TERM DISABILITY PAYRO	5.06
			GTL VTL INSURANCE	2.08
			FUEL AND OIL	958.09
		CEDAR COUNTY COOP	FUEL AND OIL	640.64
			1007.3 GL FUEL	2,992.48
			UNIFORMS	19.44
			UNIFORMS	19.44
		JOHN DEERE FINANCIAL	SUPPLIES	3.49
			SUPPLIES	12.92
			IPERS REGULAR EMPLOYEES	177.91
		MIDWEST WHEEL COMPANIES MITCHELL I	REPAIR PARTS	147.74
			WEB SUBSCRIPTION	349.91
			PARTS & SUPPLIES	84.66
			PARTS & SUPPLIES	87.48
		NAPA AUTO PARTS	PARTS & SUPPLIES	53.34
			REPAIR PARTS	1,018.50
			REPAIR PARTS	200.89
			Repay Admin Services	1,893.32
		TITAN MACHINERY INC VERMEER IOWA & N. MISSOURI CITY OF TIPTON FUNDS	PSF payment	3.95
			TOTAL:	9,191.54
		I. R. S.	FICA WITHHOLDING	123.00
			MEDICARE WITHHOLDING	25.89
			MEDICARE WITHHOLDING	2.88
			PHONE, INTERNET, CIRCUIT	665.06
			WIRELESS	541.49
			LONG TERM DISABILITY PAYRO	8.64
			GTL VTL INSURANCE	4.58
			NICK TIETSORT:REIMBURSEMENT	584.24
			TOM DOERMANN:REIMBURSEMENT	33.75
			IOWA COFFEE CUP:SUPPLIES T	27.00
		MISC. VENDOR TOM DOERMANN IOWA COFFEE CUP HINSON CONSULTING LLC	CITY MANAGER SEARCH	4,463.96
			CITY MANAGER SEARCH	6,701.74
			IPERS REGULAR EMPLOYEES	195.52
			ADS, PRINTING, PUBLISHING	819.00
		TIPTON CONSERVATIVE CITY OF TIPTON FUNDS CITY OF TIPTON-REVOLVING CENTRAL GARAG	PSF payment	253.66
			vehicle/equipment charges	9.17
			TOTAL:	14,459.58
NON-DEPARTMENTAL	PAYROLL ACCOUNT	I. R. S.	FEDERAL WITHHOLDING	9,243.62
			FICA WITHHOLDING	6,908.96
			MEDICARE WITHHOLDING	1,615.84
			AFLAC AFTER TAX PY W/HOLDI	111.93
		AFLAC	AFLAC PY PRETAX WITHHOLDING	442.61
			AFLAC AFTER TAX DEDUCTION	30.24
			DEF. COMP PRETAX	225.00
			GTL VTL INSURANCE	411.77
		AXA EQUI-VEST PROCESSING OFFICE THE HARTFORD COLLECTION SERVICES CENTER IPERS	CHILD SUPPORT- SPANGLER-96	59.52
			IPERS WITHHOLDING, FIRE	38.20



DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		CITY OF TIPTON FUNDS		
		TREASURER, STATE OF IOWA		
			IPERS REGULAR EMPLOYEES	4,472.91
			IPERS WITHHOLDING EMT	1,008.89
			IPERS WITHHOLDING POLICE	1,502.03
			FIREARM REIMB.	37.27
			STATE WITHHOLDING	2,917.42
			TOTAL:	29,026.21

===== FUND TOTALS =====	
001 GENERAL GOVERNMENT	77,354.72
110 ROAD USE TAX FUND	11,930.23
112 TRUST AND AGENCY FUND	48,441.75
121 LOCAL OPTION TAX	27,637.33
125 TIF SPECIAL REVENUE FUND	22,022.58
160 ECONOMIC/INDUSTRIAL DEVELOPMENT	513.59
192 FIRE ENTERPRISE TRUST	5,369.75
600 WATER OPERATING	13,311.41
610 WASTEWATER/KA SEWER REVENUE	60,391.94
630 ELECTRIC OPERATING	89,976.87
640 GAS OPERATING	29,964.32
660 AIRPORT OPERATING	4,362.98
670 GARBAGE COLLECTION	29,465.56
740 STORM WATER	6,214.76
810 CENTRAL GARAGE	9,191.54
835 ADMINISTRATIVE SERVICES	14,459.58
860 PAYROLL ACCOUNT	29,026.21
-----	
GRAND TOTAL:	479,635.12
-----	

<b>CITY CREDIT CARD STATEMENT</b>		cr	999		1010			Card Ttl	<b>-7,534.76</b>
<b>City Card</b>									
Miscellaneous	Walmart	dr	600	5	810	2	65980	94.34	
							<b>Total Charges</b>		<b>94.34</b>
<b>Finance Director</b>									
Miscellaneous	Amazon	dr	001	5	620	2	65980	7.69	
Miscellaneous	Amazon	dr	600	5	810	2	65980	56.16	
							<b>Total Charges</b>		<b>63.85</b>
<b>Library</b>									
Training-	ILA	dr	001	5	410	1	62300	190.00	
Building Supplies	Amazon, Walmart, Demco	dr	001	5	410	2	63101	390.31	
Library Materials	Amazon, Walmart	dr	001	5	410	2	65020	1,068.25	
Programming	Amazon, Demco, Oriental Trading	dr	001	5	410	2	65021	122.95	
Office Supplies	Amazon, Walmart	dr	001	5	410	2	65060	25.86	
Postage/Shipping	USPS	dr	001	5	410	2	65080	86.50	
Miscellaneous	Amazon	dr	001	5	410	2	65980	29.39	
							<b>Total Charges</b>		<b>1,913.26</b>
<b>Ambulance</b>									
Dues/Fees	Active Screening	dr	001	5	160	1	62100	119.60	
Op Equip Maint & Repair	Amazon	dr	001	5	160	2	63500	68.15	
Advertising	Indeed	dr	001	5	160	2	64020	120.00	
Postage/Shipping	USPS	dr	001	5	160	2	65080	11.04	
Miscellaneous	Sam's Club	dr	001	5	160	2	65980	298.30	
Office Equipment	Midwest Computer Brokers	dr	001	5	160	3	67250	780.00	
							<b>Total Charges</b>		<b>1,397.09</b>
<b>Police</b>									
Advertising	National Pen Co.	dr	001	5	110	2	64020	315.64	
Miscellaneous	Walmart, Amazon	dr	001	5	110	2	65980	1,020.48	
							<b>Total Charges</b>		<b>1,336.12</b>
<b>Gas</b>									
Operating Supplies	Lowes	dr	640	5	825	2	65070	66.30	
							<b>Total Charges</b>		<b>66.30</b>
<b>Electric</b>									
Dues/Fees	Iowa DNR	dr	630	5	820	1	62100	134.79	
Operational Equip & Repair	Amazon	dr	630	5	820	2	63500	16.61	
Small Tools	Amazon	dr	630	5	820	2	65053	531.95	
Office Supplies	Amazon	dr	630	5	820	2	65060	180.18	
Dues/Fees	Amazon Prime	dr	630	5	821	2	62100	16.04	
Operational Equip & Repair	Amazon	dr	630	5	821	2	63500	114.51	
							<b>Total Charges</b>		<b>994.08</b>
<b>Public Works</b>									
Building Maint. & Repair	JB Tools, McDonald Supply	dr	810	5	899	2	63100	435.92	
Repair Parts	Auto Electric Specialty	dr	810	5	899	2	63321	325.69	
Operating Supplies	Walmart	dr	810	5	899	2	65070	19.04	
Safety	Amazon	dr	810	5	899	2	65100	527.83	
							<b>Total Charges</b>		<b>1,308.48</b>



[illegible]

## RESOLUTION NO. 011926A

### Resolution Approving Sale and Transfer of City owned Real Property located at 310 W. 7<sup>th</sup> Street, Tipton, Iowa

**WHEREAS**, the City of Tipton, Iowa owns the property described herein, same having been offered for sale by way of a Request for Proposals, the City Council receiving proposals/bids from the persons/entities shown below, and

**WHEREAS**, the City published notice of a Public Hearing on December 31, 2025 and January 7, 2026, scheduling a Public Hearing for the 19<sup>th</sup> day of January, 2026, at which time the City Council would consider proposals to purchase the City owned real property described therein, submitted in accordance with the Request for Proposals, described below, followed by the consideration of a Resolution approving the sale of said City property, and

**WHEREAS**, the City received two responsive proposals related to the sale of the City Property, the material terms of the proposals being set forth in the table below:

Address	Buyer	Required Minimum Purchase Price	Buyer's Proposed Purchase Price	Estimated Cost of Property Improvements
310 W 7 <sup>th</sup> Street	Venteicher and Lord	\$73,584	\$67,000.00	(No proposed repairs or rehabilitation at this time)
310 W 7 <sup>th</sup> Street	FLF Iowa LLC	\$73,584	\$65,147.57	\$ 28,050.00

and

**WHEREAS**, on this date the Council held the aforementioned Public Hearing, considered public comment, if any, after which the Mayor closed the Public Hearing, and

**WHEREAS**, the Council has considered the proposals received, finds that while neither proposal meets or exceeds the advertised minimum purchase price, that the proposal received from FLF Iowa LLC proposes to spend approximately \$28,050.00 to improve the property, further finding that the FLF Iowa LLC proposal is accompanied by a Financing Commitment with notably less conditions or contingencies that the Financing Pre-Approval submitted by Venteicher and Lord, and

**WHEREAS**, the Council finds that while the FLF Iowa LLC is approximately \$1,800.00 lower than the Venteicher and Lord proposal, that the proposed improvements and the less contingent financing approval, make the FLF Iowa, LLC the better proposal of the two, and

**WHEREAS**, the Council finds that the sale of 310 W. 7<sup>th</sup> Street to FLF Iowa, LLC at the sale price of \$65,147.57 should be approved.



**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Tipton, Iowa, does hereby approve the sale of the following described City owned real estate to the person/entity identified below, same to be transferred by Quit Claim Deed, with an abstract to be updated/created at City expense and provided to buyer for review by buyer's legal counsel, with a purchase agreement to be prepared in accordance with such other standard terms and conditions typical to prior purchase agreements used by the City when selling City property and to incorporate or address the terms and conditions identified and explained in the request for proposals acknowledged by the purchaser as being required terms of sale.

1. 310 W. 7<sup>th</sup> Street to FLF Iowa, LLC at the sale price of \$65,147.57

**PASSED AND APPROVED** this 19<sup>th</sup> day of January 2026.

\_\_\_\_\_  
Tammi Goerdts, Mayor

ATTEST: \_\_\_\_\_  
Amy Lenz, City Clerk

CERTIFICATION

I, Amy Lenz, City Clerk, do hereby certify the above is a true and correct copy of Resolution No. 011926A which was passed by the Tipton City Council this 19<sup>th</sup> day of January 2026.

\_\_\_\_\_  
Amy Lenz, City Clerk

## Response to Request for Proposals City of Tipton Properties

*By signing below, I am stating that I understand the terms of this RFP and agree with its requirements.*

**Address of the property to which this proposal applies:**

**310 W. 7<sup>th</sup> Street**

Your signature(s): Anthony J Smith

Printed name(s): Anthony J Smith

Buyer Name / Business, if applicable: FLF Iowa LLC

Address: 3854 Prairie Ln Bettendorf IA 52722

Phone #: 563-949-0667 Date: 01/05/2026

Email: goldsmithprop@gmail.com

**Your proposals are due at City Hall by not later than 11:00 a.m. on January 15, 2026.**

**Please remember: You must use a "Response to Request for Proposals" form for this property.**

**Within, also please note that the City Council has set minimum bid price for this property.**



We would be budgeting for the following improvements (and we have the crews to execute on these items fully within 30 days of purchasing the property.)

1k- Trashout

1k - clean

1500 - Front/Back/upstairs exterior doors

1k - Light fixtures + recess lights in kitchen

300 - Furnace Tune up

3k - Paint walls / vanity cabinet

3k - downstairs Floors (LVP)

4k - new Cabinets

500 - drywall repair

500 - clean carpet upstairs

3500 - replace windows

2k - add gutters

500- pressure wash

500 - trim around front door/off kitchen

\$2k - exterior door + stepup to make main level master bedroom

1k - drylok basement + epoxy basement floor

200 - new toilet

---

=25,500

+ 10% contingency = 2550

= 28,050



December 9, 2025

To Whom It May Concern:

This letter confirms that FLF Iowa LLC (borrower) are approved to borrow funds from Kiavi Funding Corporation up to \$3,000,000 (exposure limit) for the sole purpose of either acquiring and/or renovating residential properties. We are prepared to fund their purchase or refinance subject to our satisfactory review of the transaction.

The credit and financials for FLF Iowa LLC have been fully underwritten and approved. Terms and close of escrow **DO NOT** require a 3<sup>rd</sup> party property inspection/appraisal prior to funding. Within 10 business days of receipt by our office of a fully executed sales agreement, proof of clear title, and sufficient hazard coverage, certified funds for the contract balance due will be available at closing.

If you have any questions or would like additional information, please feel free to contact me via the information provided below.

Sincerely,

*Ray Williamson*

Ray Williamson  
Director, Strategic Accounts  
(858) 766-6364  
Ray@Kiavi.com  
Kiavi  
2 Allegheny Center, Nova Tower 2,  
Suite 200,  
Pittsburgh, PA 15212



## Acknowledgements

To proceed with the submittal of a proposal, you must be able to answer “Yes” to each of the acknowledgements listed below, and if so please **initial each line**.

1.) I Acknowledge that the Property is being sold as is, including all personal property and contents located at the property at the time of sale:

AS

2.) I Acknowledge that the closing on the transaction will be scheduled to occur within thirty (30) days of the acceptance of the successful proposal:

AS

3.) I Acknowledge that the Property, if submitting a proposal related to 701 Inland Road must be demolished within sixty (60) days of closing, demolition to include complete demolition of all structures, foundations, driveways, and sidewalks that are outside of the right of way, and removal of all of same from the lot, with any cavity created by the demolition to be completely filled, unless said cavity is to be used shortly thereafter for new construction, in which case it shall be appropriately fenced off to prevent access.

Or, I Acknowledge that the Property, if submitting a proposal related to 310 W 7<sup>th</sup> Street, must be renovated (if such renovation is specified herein) to a condition that is fully compliant with the City of Tipton Code of Ordinances, including the International Property Maintenance Code as adopted by the City and code compliant to the satisfaction of the City Building Inspector and within one-hundred-twenty days, inside and out, shall be code compliant to the satisfaction of the City Building Inspector.

AS

4.) I Acknowledge that the City has not performed any inspections of the Property, including but not limited to inspections for asbestos, lead, or any other potential hazard, and makes no representations regarding the presence or absence of said materials:

AS

5.) I Acknowledge that while the City will provide an abstract to the property, that the property will be transferred by the City by Quit Claim Deed:

AS

6.) I Acknowledge that the successful bidder will be required to execute a Purchase Agreement with the City within seven (7) days of the Council approval of the sale, and a Right of Reversion Agreement that will provide for the automatic reversion of any property purchased that has not been demolished and/or improved within the approved deadlines:

AS

7.) I Acknowledge that this Proposal is not contingent upon the occurrence of any event or circumstance, such as financing or appraisal. (A buyer may make the purchase of one parcel contingent on the approved purchase of another parcel by the same buyer.):

AS

## **Your Proposal**

Using separate pages, please attach your proposal for this property. Try to address all of the requirements throughout this RFP, but, in particular, remember to address all of the requirements of #9 within.

Your proposal can be either typed or handwritten, if legible.

*Respectfully,  
City of Tipton*

**City of Tipton, Real Estate Sale  
General Instructions Re: Response to Request for Proposals  
310 W 7<sup>th</sup> Street**

### **General Instructions.**

The following instructions are applicable to all submissions in response to the Request for Proposals associated with the proposed sale of City-owned Real Estate located at 310 W 7<sup>th</sup> Street.

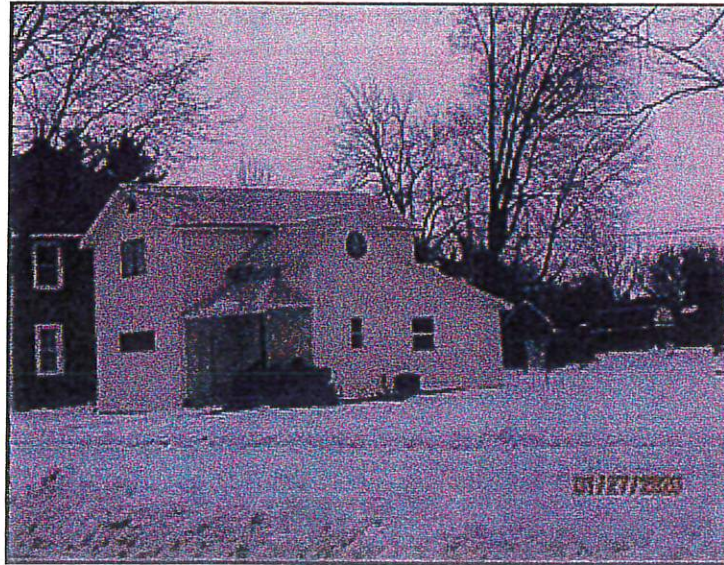
Failure to follow the instructions may, in the sole discretion of the City Council, result in your bid being found to be void. The Council also reserves the right to waive any irregularities in the submission of any proposal.

- 1.) All parties submitting proposals, will be required to initial all acknowledgements attached to and part of the Response to Request for Proposal form
- 2.) All proposals must also include a description of the intended use of the Property, the proposed timeline for the intended use, and any other information deemed appropriate for City Council consideration.
- 3.) The City Council will consider and weigh all provisions and contents of the proposals, and may not choose to sell and transfer the properties to the highest bidder, reserving the right to give value to other terms and provisions of the proposals and will generally give additional weight to proposals that include the new residential construction on the property. The City further reserves the right to reject all proposals, waive formalities/informalities, and make a decision that is found to be in the best interest of the City of Tipton. To inspect this property or to obtain the required RFP Form, please contact City Hall, 407 Lynn St, Tipton, IA, 563-886-6187 or email [citymanager@tiptoniowa.org](mailto:citymanager@tiptoniowa.org)
- 4.) Proposals may not be contingent upon the occurrence of any event or circumstance, such as financing or appraisal, for example.
- 5.) It is strongly urged that anyone assessing whether to respond to this RFP should perform the proper due diligence beforehand. This includes arranging a site visit by using the City's contact information provided herein.
- 6.) Each property will be sold on an "as is" basis with no guarantee or warranty of any kind.



7.) This property is zoned R-1, Single Family Residential. Information on this property is provided below.

**310 W 7<sup>th</sup> Street.** Parcel # 048007313590080. The lot is 50' X 142' +/-  
No City-related issues, but those responding to the RFP can tell us specific improvements that they propose to make to the property. Minimum bid price is \$73,584.



8.) More detailed information on each property can be found by using the website listed below then entering the Parcel # of the property that you're interested in. This website includes an aerial photo of each lot. Please note that the lot line locations shown in the aerial photos are not actual surveys, but approximations of the actual lot lines by County mapping/GIS staff.

<https://beacon.schneidercorp.com/Application.aspx?AppID=1233&LayerID=39179&PageTypeID=2&PageID=14567>

9.) A separate "Response to Request for Proposals" must be submitted for this property.

10.) In responding to this RFP, written proposals should give the City as much detail as possible, but proposals should include at least the following:

- a.) The proposed purchase price.
- b.) The proposed use of the property after demolition.
- c.) When applicable, an itemized project cost estimates related to proposed, post-demolition improvements to the property, including any supporting documentation deemed appropriate.
- d.) The Proposed schedule for proposed post-demolition improvements, if any. When they are proposed to begin and to be completed.
- e.) A description of the bidder's experience with property acquisition, property demolition, and with property improvements as proposed if the

bidder plans to perform some or all of said work. If bidder does not plan to perform some or all of that work, a description of how the bidder will see to the completion of said work, a description of contractors or others intended to be used if known, or other applicable information. If the bidder proposes to perform some or all of the work, please provide up to three references who can attest to bidder's experience and qualifications, along with any other information or evidence of the ability to so perform.

f.) A statement addressing the developer's financial capacity to complete the proposed project. Please note that, upon the acceptance of a proposal, the developer must provide the City with adequate documentation showing the ability to finance the work being proposed. The submittal of a binding letter of credit as part of your response to this RFP is not required but is preferred.

11.) The City Council reserves the right to reject any or all proposals. The City Council also reserves the right to further negotiate the components of any proposal to make it acceptable to the City Council. The City Council also reserves the right to accept the proposal that is, in the City Council's sole discretion, in the best interests of the City of Tipton.

12.) If a proposal is accepted, the developer will be expected to negotiate and enter into a written agreement with the City to complete the project as proposed.

13.) The agreement will include provisions to ensure the developer's compliance to the terms of the agreement. Examples of such provisions will include, but not be limited to the following:

a.) A description of the proposed project, with enough detail to ensure that both parties have a clear understanding of the project and "expectations." If the project involves the construction of a replacement structure after demolition, some form of written plans/drawings/specs would be helpful, and to the extent they exist would be appended to the agreement.

b.) A detailed timeline, outlining steps to be taken with proposed/estimated start and completion dates.

c.) Terms defining "compliance" / "failure to comply/breach" and remedies of the parties in that event.

d.) Terms related to price, closing, possession, taxes and other terms typical or standard regarding the purchase of property.

e.) Itemized list of cost estimates for proposed post-demolition improvements.

14.) Questions about the RFP process can be directed to Brian Wagner, City Manager, at 563-886-6187 or [citymanager@tiptoniowa.org](mailto:citymanager@tiptoniowa.org)

15.) The Response to Request for Proposals to which these instructions are appended, must be completed and submitted for this property.



## RESOLUTION NO. 011926B

### Resolution Approving Sale and Transfer of City owned Real Property located at 310 W. 7<sup>th</sup> Street, Tipton, Iowa

**WHEREAS**, the City of Tipton, Iowa owns the property described herein, same having been offered for sale by way of a Request for Proposals, the City Council receiving proposals/bids from the persons/entities shown below, and

**WHEREAS**, the City published notice of a Public Hearing on December 31, 2025 and January 7, 2026, scheduling a Public Hearing for the 19<sup>th</sup> day of January, 2026, at which time the City Council would consider proposals to purchase the City owned real property described therein, submitted in accordance with the Request for Proposals, described below, followed by the consideration of a Resolution approving the sale of said City property, and

**WHEREAS**, the City received two responsive proposals related to the sale of the City Property, the material terms of the proposals being set forth in the table below:

Address	Buyer	Required Minimum Purchase Price	Buyer's Proposed Purchase Price	Estimated Cost of Property Improvements
310 W 7 <sup>th</sup> Street	Venteicher and Lord	\$73,584	\$67,000.00	(No proposed repairs or rehabilitation at this time)
310 W 7 <sup>th</sup> Street	FLF Iowa LLC	\$73,584	\$65,147.57	\$ 28,050.00

and

**WHEREAS**, on this date the Council held the aforementioned Public Hearing, considered public comment, if any, after which the Mayor closed the Public Hearing, and

**WHEREAS**, the Council has considered the proposals received, finds that while neither proposal meets or exceeds the advertised minimum purchase price, that the proposal received from Cassandra Venteicher and Colton Lord, being approximately \$1,800.00 higher than the FLF Iowa LLC proposal, supported by a Pre-Approval Letter from Hills Bank, should be approved, and

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Tipton, Iowa, does hereby approve the sale of the following described City owned real estate to the person/entity identified below, same to be transferred by Quit Claim Deed, with an abstract to be updated/created at City expense and provided to buyer for review by buyer's legal counsel, with a purchase agreement to be prepared in accordance with such other standard terms and conditions typical to prior purchase agreements used by the City when selling City property and to incorporate or address the terms and conditions identified and explained in the request for proposals acknowledged by the purchaser as being required terms of sale.

1. 310 W. 7<sup>th</sup> Street to Cassandra Venteicher and Colton Lord at the sale price of \$67,000.00

**PASSED AND APPROVED** this 19<sup>th</sup> day of January 2026.

\_\_\_\_\_  
Tammi Goerdts, Mayor

ATTEST: \_\_\_\_\_  
Amy Lenz, City Clerk

CERTIFICATION

I, Amy Lenz, City Clerk, do hereby certify the above is a true and correct copy of Resolution No. 011926B which was passed by the Tipton City Council this 19<sup>th</sup> day of January 2026.

\_\_\_\_\_  
Amy Lenz, City Clerk



## Response to Request for Proposals City of Tipton Properties

*By signing below, I am stating that I understand the terms of this RFP and agree with its requirements.*

**Address of the property to which this proposal applies:**

310 W. 7<sup>th</sup> Street

Your signature(s):

*Cassandra Venteicher*

Printed name(s):

*Cassandra Venteicher and Colton Lord*

Buyer Name / Business, if applicable:

*Cassandra Venteicher and Colton Lord*

Address:

*1025 E Washington St. #3 Iowa City IA 52240*

Phone #:

*319-333-9175*

Date:

*1-7-2026*

*1-7-26*

Email:

*cavent20@gmail.com*

**Your proposals are due at City Hall by not later than 11:00 a.m. on January 15, 2026.**

**Please remember: You must use a "Response to Request for Proposals" form for this property.**

**Within, also please note that the City Council has set minimum bid price for this property.**

**Property of Interest:**

310 W 7th St

**Proposed Purchase Price:**

We propose to purchase the property for \$67,000

**Financial Capability:**

A mortgage loan pre-qualification letter is attached to demonstrate the ability to secure financing for the offered amount.

**Intended Use of the Property:**

If selected, we intend to use the property as our primary residence. Our goal is to live in the home as owner-occupants and maintain it long-term. We may make improvements such as adding a garage and or shed. As well as home improvements. We prefer that it not be stated in the purchase agreement as it could hinder the ability to get a loan.

**Condition and Rehabilitation Plan:**

It is our understanding that the property requires no rehabilitation or major repairs.





Date: January 9, 2026

Cassandra Venteicher  
Iowa City IA 52240

**Re: Pre-Approval to purchase 310 W 7<sup>th</sup> St, Tipton IA in the amount of \$67,000**

Dear Cassidy,

Thanks for choosing Hills Bank for your new mortgage. We are pleased to inform you **that your application for a mortgage loan has been pre-approved**, subject to no changes to your financial situation from the application date through the closing date of your loan. This means we have reviewed your application, including your submitted documentation and your credit report, and have received initial approval results.

Your final loan approval is subject to a satisfactory purchase agreement, appraisal, insurance, final underwriting approval and verifications.

When you find your new home, please contact me at 319-358-2222 for the current interest rates and to discuss a rate lock. Feel free to reach out with any other questions regarding the rate and terms of your loan request as well. On behalf of the entire Hills Bank Mortgage Team, we look forward to working with you on your home purchase!

Sincerely,

Chris C Jenn  
Mortgage Lender  
chris\_jenn@hillsbank.com  
319-358-2222  
NMLS: 408391

## Acknowledgements

To proceed with the submittal of a proposal, you must be able to answer "Yes" to each of the acknowledgements listed below, and if so please **initial each line**.

1.) I Acknowledge that the Property is being sold as is, including all personal property and contents located at the property at the time of sale: CV CL

2.) I Acknowledge that the closing on the transaction will be scheduled to occur within thirty (30) days of the acceptance of the successful proposal: CV CL

3.) I Acknowledge that the Property, if submitting a proposal related to 701 Inland Road must be demolished within sixty (60) days of closing, demolition to include complete demolition of all structures, foundations, driveways, and sidewalks that are outside of the right of way, and removal of all of same from the lot, with any cavity created by the demolition to be completely filled, unless said cavity is to be used shortly thereafter for new construction, in which case it shall be appropriately fenced off to prevent access.

Or, I Acknowledge that the Property, if submitting a proposal related to 310 W 7<sup>th</sup> Street, must be renovated (if such renovation is specified herein) to a condition that is fully compliant with the City of Tipton Code of Ordinances, including the International Property Maintenance Code as adopted by the City and code compliant to the satisfaction of the City Building Inspector and within one-hundred-twenty days, inside and out, shall be code compliant to the satisfaction of the City Building Inspector.

CV CL

4.) I Acknowledge that the City has not performed any inspections of the Property, including but not limited to inspections for asbestos, lead, or any other potential hazard, and makes no representations regarding the presence or absence of said materials: CV CL

5.) I Acknowledge that while the City will provide an abstract to the property, that the property will be transferred by the City by Quit Claim Deed: CV CL

6.) I Acknowledge that the successful bidder will be required to execute a Purchase Agreement with the City within seven (7) days of the Council approval of the sale, and a Right of Reversion Agreement that will provide for the automatic reversion of any property purchased that has not been demolished and/or improved within the approved deadlines: CV CL

7.) I Acknowledge that this Proposal is not contingent upon the occurrence of any event or circumstance, such as financing or appraisal. (A buyer may make the purchase of one parcel contingent on the approved purchase of another parcel by the same buyer.): CV CL



## **Your Proposal**

Using separate pages, please attach your proposal for this property. Try to address all of the requirements throughout this RFP, but, in particular, remember to address all of the requirements of #9 within.

Your proposal can be either typed or handwritten, if legible.

*Respectfully,  
City of Tipton*

### **City of Tipton, Real Estate Sale General Instructions Re: Response to Request for Proposals 310 W 7<sup>th</sup> Street**

#### **General Instructions.**

The following instructions are applicable to all submissions in response to the Request for Proposals associated with the proposed sale of City-owned Real Estate located at 310 W 7<sup>th</sup> Street.

Failure to follow the instructions may, in the sole discretion of the City Council, result in your bid being found to be void. The Council also reserves the right to waive any irregularities in the submission of any proposal.

- 1.) All parties submitting proposals, will be required to initial all acknowledgements attached to and part of the Response to Request for Proposal form
- 2.) All proposals must also include a description of the intended use of the Property, the proposed timeline for the intended use, and any other information deemed appropriate for City Council consideration.
- 3.) The City Council will consider and weigh all provisions and contents of the proposals, and may not choose to sell and transfer the properties to the highest bidder, reserving the right to give value to other terms and provisions of the proposals and will generally give additional weight to proposals that include the new residential construction on the property. The City further reserves the right to reject all proposals, waive formalities/informalities, and make a decision that is found to be in the best interest of the City of Tipton. To inspect this property or to obtain the required RFP Form, please contact City Hall, 407 Lynn St, Tipton, IA, 563-886-6187 or email [citymanager@tiptoniowa.org](mailto:citymanager@tiptoniowa.org)
- 4.) Proposals may not be contingent upon the occurrence of any event or circumstance, such as financing or appraisal, for example.
- 5.) It is strongly urged that anyone assessing whether to respond to this RFP should perform the proper due diligence beforehand. This includes arranging a site visit by using the City's contact information provided herein.
- 6.) Each property will be sold on an "as is" basis with no guarantee or warranty of any kind.

7.) This property is zoned R-1, Single Family Residential. Information on this property is provided below.

**310 W 7<sup>th</sup> Street.** Parcel # 048007313590080. The lot is 50' X 142' +/-  
No City-related issues, but those responding to the RFP can tell us specific improvements that they propose to make to the property. Minimum bid price is \$73,584.



8.) More detailed information on each property can be found by using the website listed below then entering the Parcel # of the property that you're interested in. This website includes an aerial photo of each lot. Please note that the lot line locations shown in the aerial photos are not actual surveys, but approximations of the actual lot lines by County mapping/GIS staff.

<https://beacon.schneidercorp.com/Application.aspx?AppID=1233&LayerID=39179&PageTypeID=2&PageID=14567>

9.) A separate "Response to Request for Proposals" must be submitted for this property.

10.) In responding to this RFP, written proposals should give the City as much detail as possible, but proposals should include at least the following:

- a.) The proposed purchase price.
- b.) The proposed use of the property after demolition.
- c.) When applicable, an itemized project cost estimates related to proposed, post-demolition improvements to the property, including any supporting documentation deemed appropriate.
- d.) The Proposed schedule for proposed post-demolition improvements, if any. When they are proposed to begin and to be completed.
- e.) A description of the bidder's experience with property acquisition, property demolition, and with property improvements as proposed if the



bidder plans to perform some or all of said work. If bidder does not plan to perform some or all of that work, a description of how the bidder will see to the completion of said work, a description of contractors or others intended to be used if known, or other applicable information. If the bidder proposes to perform some or all of the work, please provide up to three references who can attest to bidder's experience and qualifications, along with any other information or evidence of the ability to so perform.

f.) A statement addressing the developer's financial capacity to complete the proposed project. Please note that, upon the acceptance of a proposal, the developer must provide the City with adequate documentation showing the ability to finance the work being proposed. The submittal of a binding letter of credit as part of your response to this RFP is not required but is preferred.

11.) The City Council reserves the right to reject any or all proposals. The City Council also reserves the right to further negotiate the components of any proposal to make it acceptable to the City Council. The City Council also reserves the right to accept the proposal that is, in the City Council's sole discretion, in the best interests of the City of Tipton.

12.) If a proposal is accepted, the developer will be expected to negotiate and enter into a written agreement with the City to complete the project as proposed.

13.) The agreement will include provisions to ensure the developer's compliance to the terms of the agreement. Examples of such provisions will include, but not be limited to the following:

a.) A description of the proposed project, with enough detail to ensure that both parties have a clear understanding of the project and "expectations." If the project involves the construction of a replacement structure after demolition, some form of written plans/drawings/specs would be helpful, and to the extent they exist would be appended to the agreement.

b.) A detailed timeline, outlining steps to be taken with proposed/estimated start and completion dates.

c.) Terms defining "compliance" / "failure to comply/breach" and remedies of the parties in that event.

d.) Terms related to price, closing, possession, taxes and other terms typical or standard regarding the purchase of property.

e.) Itemized list of cost estimates for proposed post-demolition improvements.

14.) Questions about the RFP process can be directed to Brian Wagner, City Manager, at 563-886-6187 or [citymanager@tiptoniowa.org](mailto:citymanager@tiptoniowa.org)

15.) The Response to Request for Proposals to which these instructions are appended, must be completed and submitted for this property.

RESOLUTION NO. 011926C

RESOLUTION APPROVING  
AMENDED PLAT OF SURVEY – AUDITOR’S PARCEL ‘N’ AND ‘O’

**WHEREAS**, The Plat of Survey to the following described property was previously approved by the City,

**“Auditor’s Parcel “N”, “O”, and “P” as shown by the Plat of Survey to Auditor’s Parcel “N”, “O”, and “P”, recorded on October 11, 2024 in Book M, Page 42, records of the Cedar County Recorder**

and

**WHEREAS**, an Amended Plat of Survey – Auditor’s Parcel ‘N’ and ‘O’, has been presented for review and approval by the City Council, which upon approval would result in adjusted boundaries for Parcels ‘N’ and ‘O’, same in no way affecting Parcel ‘P’, and

**WHEREAS**, the Council finds that the Amendment results in both Parcel ‘N’ and ‘O’ having street, or potential street frontage, which is an improvement over the original Plat, and that the proposed “Amended Plat of Survey – Auditor’s Parcel ‘N’ and ‘O’” should be approved.

**NOW, THEREFORE**, Be It Resolved, the City Council of the City of Tipton hereby approves the Amended Plat of Survey – Auditor’s Parcel ‘N’ and ‘O’, and directs City staff to provide a signed original of this Resolution to the Surveyor, Property Owner, or County Auditor as appropriate to show the City Council approval of same.

PASSED AND APPROVED this 19<sup>th</sup> day of January 2026

\_\_\_\_\_  
Tammi Goerdts, Mayor

ATTEST:

\_\_\_\_\_  
Amy Lenz, City Clerk

CERTIFICATION

I, Amy Lenz, City Clerk, do hereby certify the above is a true and correct copy of Resolution No. 050624C which was passed by the Tipton City Council this 19<sup>th</sup> day of January 2026.

\_\_\_\_\_  
Amy Lenz, City Clerk



January 15, 2026

**Via Email**

Amy Lenz  
City Clerk/City Hall  
Tipton, Iowa

Re: Reimbursement Regulation Resolution  
Our file: 419554-51

*DO.011926D*

Dear Amy:

We have prepared the attached resolution which may be adopted by the City Council on January 19, 2026, in order to comply with federal regulations and to preserve the City's eligibility to be reimbursed from future tax-exempt general obligation bond proceeds for the various capital projects.

Please return one fully executed copy of the resolution to us for our files. Please contact Erin Regan or me with questions.

Best regards,

John P. Danos

Attachment

cc: Brian Wagner  
Melissa Armstrong  
Speer Financial, Inc.

ADOPT FEDERAL REIMBURSEMENT  
RESOLUTION

419554-51

Tipton, Iowa

January 19, 2026

The City Council of the City of Tipton, Iowa, met on January 19, 2026, at \_\_\_\_\_ o'clock  
\_\_\_\_.m., at \_\_\_\_\_, Tipton, Iowa.

The meeting was called to order by the Mayor, and the roll was called showing the  
following Council Members present and absent:

Present: \_\_\_\_\_

Absent: \_\_\_\_\_.

The City Clerk reported that, in order to preserve the City's eligibility to issue tax-exempt  
general obligation bonds for the various capital projects, it would be necessary for the City Council  
to adopt a resolution declaring the Council's intent to expend current cash on-hand and to later  
reimburse those expenses from the proceeds of a bond issue. Council Member  
\_\_\_\_\_ introduced the resolution next hereinafter set out, related to  
financing the projects, and moved its adoption, seconded by Council Member  
\_\_\_\_\_. After due consideration and discussion, the Mayor put the question  
upon the adoption of said resolution, and the roll being called, the following Council Members  
voted:

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_.

Whereupon, the Mayor declared the resolution duly adopted as hereinafter set out.

• • • •

At the conclusion of the meeting, and upon motion and vote, the City Council adjourned.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk



RESOLUTION NO. 011926D

Resolution relating to the financing of proposed projects to be undertaken by the City of Tipton, Iowa; establishing compliance with reimbursement bond regulations under the Internal Revenue Code

BE IT RESOLVED by the City Council (the "Council") of the City of Tipton, Iowa (the "City"), as follows:

Section 1. Recitals.

(a) The Internal Revenue Service has issued Section 1.150-2 of the Income Tax Regulations (the "Regulations") dealing with the issuance of bonds, all or a portion of the proceeds of which are to be used to reimburse the City for project expenditures made by the City prior to the date of issuance.

(b) The Regulations generally require that the City make a prior declaration of its official intent to reimburse itself for such prior expenditures out of the proceeds of a subsequently issued borrowing and that the borrowing occur and the reimbursement allocation be made from the proceeds of such borrowing within a certain period after the payment of the expenditure or the date the projects are placed in service; and

(c) The City desires to comply with requirements of the Regulations with respect to certain projects hereinafter identified.

Section 2. Official Intent Declaration.

(a) The City proposes to undertake the following projects and to make original expenditures with respect thereto prior to the issuance of bonds, notes or other obligations (the "Bonds") and reasonably expects to issue the Bonds for such projects in the maximum principal amount shown below:

<u>Projects</u>	<u>Maximum Amount of Bonds Expected to be Issued for Projects</u>
Repairs to the municipal aquatic center; acquisition of a new building for use as City Hall; renovations to the existing City Hall building including the acquisition of furniture and equipment; public works/public works infrastructure projects, city's old American Legion building renovations; and recreational trail improvement projects	\$2,530,000

(b) Other than (i) expenditures to be paid or reimbursed from sources other than the Bonds or (ii) expenditures made not earlier than sixty days prior to the date of this Resolution or (iii) expenditures amounting to the lesser of \$100,000 or 5% of the proceeds of the Bonds or (iv) expenditures constituting preliminary expenditures as defined in Section 1.150-2(f)(2) of the Regulations, no expenditures for the projects have heretofore been made by the City for which the City will seek reimbursement from the proceeds of the Bonds.

(c) This declaration is a declaration of official intent adopted pursuant to Section 1.150-2 of the Regulations.

Section 3. Budgetary Matters.

As of the date hereof, there are no City funds reserved, allocated on a long term basis or otherwise set aside (or reasonably expected to be reserved, allocated on a long term basis or otherwise set aside) to provide permanent financing for the expenditures related to the projects, other than pursuant to the issuance of the Bonds. This resolution, therefore, is determined to be consistent with the City's budgetary and financial circumstances as they exist or are reasonably foreseeable on the date hereof, all within the meaning and content of the Regulations.

Section 4. Reimbursement Allocations.

The City's financial officer shall be responsible for making the "reimbursement allocations" described in the Regulations, being generally the transfer of the appropriate amount of proceeds of the Bonds to reimburse the source of temporary financing used by the City to make payment of the prior costs of the projects. Each allocation shall be evidenced by an entry on the official books and records of the City maintained for the Bonds, shall specifically identify the actual prior expenditure being reimbursed or, in the case of reimbursement of a fund or account, the fund or account from which the expenditure was paid, and shall be effective to relieve the proceeds of the Bonds from any restriction under the bond resolution or other relevant legal documents for the Bonds, and under any applicable state statute, which would apply to the unspent proceeds of the Bonds.

Section 5. Repealer.

All resolutions, parts of resolutions, or actions of the City Council in conflict herewith are hereby repealed, to the extent of such conflict.



Passed and approved January 19, 2026.

---

Mayor

Attest:

---

City Clerk

## ATTESTATION CERTIFICATE

STATE OF IOWA  
CEDAR COUNTY  
CITY OF TIPTON

SS:

I, the undersigned, City Clerk of the City of Tipton, Iowa, hereby certify that the attached is a true, correct and complete transcript of the proceedings had and action taken by the City Council in connection with reimbursement bond regulations, including a true, correct and complete copy of the resolution referred to in such minutes.

WITNESS MY HAND this \_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
City Clerk



**RESOLUTION NO. 011926E**

**RESOLUTION NAMING DEPOSITORY FOR CITY FUNDS**

RESOLVED, that Melissa Armstrong, Finance Director utilize the services of Fidelity Bank & Trust, Citizens Savings Bank, Liberty Trust and Savings Bank and Iowa Public Agency Investment Trust (IPAIT), for the deposit of public funds belonging to the City of Tipton, Cedar County, Iowa, or coming into its possession, pursuant to a Custodial Agreement. The maximum amount that may be thus deposited in any one depository without further approval of this Council is \$10,000,000.

RESOLVED, that Melissa Armstrong, Finance Director is hereby authorized and directed to execute the necessary agreements and other documents and correspondence regarding any accounts of the City of Tipton at Depositories.

NAME	OFFICE	TERM EXPIRES
Tammi Goerd	Mayor	December 31, 2027
Jason Paustian	Mayor, Pro-Tem	December 31, 2027
Melissa Armstrong	Finance Director	
Amy Lenz	City Clerk	

RESOLVED, that the officers described above are hereby authorized and directed to take such action, and execute such documents and agreements as may be necessary to secure the repayment of the deposits of public funds authorized hereunder, including, but not limited to: Security Agreements, Notices and any documents or instruments supplemental or incidental thereto.

RESOLVED, that the Finance Director forward a certified copy of this resolution to the Depositories, and any other parties which may request it for purpose of effectuating the deposit of public funds authorized hereunder or any security therefore, together with a certificate attesting to the names and signatures of the present incumbents of the offices described above, and that the Finance Directors further certify to Depositories or other parties from time to time the signatures of any successors in office of any of the present incumbents.

PASSED AND APPROVED this 19th day of January 2026.

\_\_\_\_\_  
Tammi Goerd, Mayor

ATTEST:

\_\_\_\_\_  
Melissa Armstrong, Finance Director

\_\_\_\_\_  
Jason Paustian, Mayor Pro-Tem

\_\_\_\_\_  
Amy Lenz, City Clerk

RESOLUTION NO. 011926F

Resolution directing that request be made of County Board of Supervisors to abate accrued Property Taxes on City owned property, acquired for purposes of promoting Economic Development and Storm Water Retention, and to treat said City owned property as exempt from taxation during City ownership of same.

**WHEREAS,** The City of Tipton owns the following properties, described by Parcel Number:

1. Parcel No. 047011063000270
2. Parcel No. 047011063000272
3. Parcel No. 048011063000090
4. Parcel No. 048011063000273

and

**WHEREAS,** The City of Tipton acquired the above and foregoing properties by transfer from the Tipton Economic Development Corporation ("TEDCO"), who had held the properties for economic development purposes, the properties being subject to debt owed the City by TEDCO, with the transfer of the above parcels to the City, with additional sums, being in exchange for the City releasing all debt owed by TEDCO to City, based upon TEDCO's intended dissolution, and

**WHEREAS,** The City received invoices related to delinquent and accruing taxes on the above-described parcels from the Cedar County Treasurer, and

**WHEREAS,** The Council is using, and intends to continue to use, a portion of the parcels for the public purpose of storm water retention, and intends to use and maintain the balance of the parcels in City ownership until such time as the parcels can be transferred for development, and

**WHEREAS,** the Council finds it appropriate to request the abatement of all taxes accrued on said parcels, whether before or after the City's acceptance of title to the parcels, whether accrued, accruing, and/or past due, and to so inform the County Treasurer that the City of Tipton will not be paying said taxes, so that the County Board of Supervisors can take action to formally abate said taxes as required by §445.63 of the Iowa Code, and

**WHEREAS,** the Council further finds it appropriate to request that the parcels, from the date of City ownership forward, be treated as tax exempt publicly owned property, acquired and held by the City for the public purpose of economic development, and in the case of one parcel for City Stormwater Retention, all in the best interest of the City of Tipton, and the taxpayers of Cedar County.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Tipton, Iowa does hereby direct the City Clerk to inform the County Treasurer of the decision of the City Council to not pay any accrued taxes on the above-described parcels, to request the

abatement of all taxes whether accrued, accruing, and/or past due, on the above described parcels, consistent with §445.63 of the Iowa Code, and to further request the exemption of said parcels from taxation during the City ownership of same, and to request that the County Treasurer present this Resolution to the Board of Supervisors for its review and abatement of taxes as required by §445.63 of the Iowa Code.

PASSED AND APPROVED this 19<sup>th</sup> day of January 2026.

\_\_\_\_\_  
Tammi Goerdts, Mayor

ATTEST:

\_\_\_\_\_  
Amy Lenz, City Clerk

#### CERTIFICATION

I, Amy Lenz, City Clerk, do hereby certify the above is a true and correct copy of Resolution No. 011926F which was passed by the Tipton City Council this 19<sup>th</sup> day of January 2026.

\_\_\_\_\_  
Amy Lenz, City Clerk



Project No.: 2024001239-005

Project Name: Taxilane Reconstruction and Apron Expansion  
Mathews Memorial Airport (8C4)

Project Manager: Adam Thompson

**TASK ORDER NO. 2**  
**AGREEMENT FOR ENGINEERING SERVICES**  
**MATHEWS MEMORIAL AIRPORT (8C4)**  
**MATHEWS MEMORIAL AIRPORT, TIPTON, IOWA**

This TASK ORDER NO. 2, made on the \_\_\_\_\_ day of \_\_\_\_\_, 2026, under the terms and conditions established in the MASTER AGREEMENT, dated the 20 day of Janaury, 2025, by and between McClure, of Ankeny, Iowa (herein referred to as "CONSULTANT") and the City of Tipton, Iowa (hereinafter referred to as "OWNER").

Services shall be performed per the fees, terms and conditions outlined in this TASK ORDER. The CONSULTANT shall provide engineering design and bidding services at the request of the OWNER which consists of the items listed below, located at the Mathews Memorial Airport (8C4) in Tipton, Iowa.

**PROJECT DESCRIPTION:**

**DESIGN AND BIDDING SERVICES**  
**TAXILANE RECONSTRUCTION AND APRON EXPANSION**  
**FAA 3-19-0134-012 (IIJA-ALL-2026)**  
**FAA 3-19-0134-013 (AIP-2026)**  
**MATHEWS MEMORIAL AIRPORT (8C4), CITY OF TIPTON, IOWA**

1. The **OWNER** shall provide information, which shall set forth the **OWNER's** objectives, schedule, constraints, budget with reasonable contingencies and other applicable criteria. (See Exhibit 'E' for **OWNER's** responsibilities).
2. The **CONSULTANT** shall provide the following services, including:

**Part I: Design and Bidding Services**

Item	Included	Not Included
<b>100.05 Airport Master Planning and Reports</b>		
1. Preliminary Planning and Reports		X
2. Project Concepts		X
3. Capital Improvements Plan		X
4. Evaluation of Alternatives for Improvement		X
5. Master Planning Design/Concepts		X
<b>200.05 Existing Conditions</b>		
1. Data Gathering/Inventory	X	
2. Existing Condition Drawings	X	
3. Storm Sewer Televising		X
4. Geographical Information Systems		X
5. Environmental Assessment		X
6. Airspace Obstruction Survey		X
<b>300.05 FAA Grant Administration</b>		
1. Prepare FAA Grant Application(s)	X	
2. Prepare Sponsor Certifications	X	
3. Prepare AIP & IIJA-ALL Invoice Summary & assist Owner w/ monthly reimbursements (assume 6 months)	X	
4. Prepare AIP & IIJA-ALL Sponsor Quarterly Performance Reports (assume 6 months)	X	
5. Prepare AIP & IIJA-ALL Financial Reports (SF-271 and SF-425 Forms)	X	
6. Update 3-year DBE Program (current through FY2027)		X
7. Prepare Pavement Maintenance Program in accordance with FAA AC 150/5380-7B:		
• Inventory of existing pavement conditions		X
• Compilation of current reports (network definition map, DOT pavement condition index report, recent geotechnical report)		X
• Preparation of Program Report (sections include General Information, Inspection Schedule, Pavement Inventory, Inspection Reports, Distress Identification Index, Economic Analysis/Network Priority)		X

**Part I: Design and Bidding Services**

Item	Included	Not Included
<b>400.05 Preliminary Design</b>		
1. Conduct Project Kickoff Meeting via teleconference. Prepare agenda and distribute minutes	X	
2. Confirm Scope, Extent and Character of the Project:		
• Final Design Criteria	X	
• Field Survey to Determine Existing Conditions (1-4 hour visit by Project Manager/Project Engineer):	X	
• Pre-trip preparation	X	
• Post trip processing	X	
• Develop Construction Item List	X	
• Review Project Questions and Issues	X	
• Building Layouts		X
• Operation and Maintenance Concepts		X
• Utility Requirements		X
• Project Limits Exhibit	X	
<b>435.05 Soil Boring Coordination</b>		
1. Prepare Geotechnical Scope of Work and submit to Geotechnical Firm		X
2. Review Geotechnical Scope/Fee Proposal and coordinate contract approval with Owner		X
3. Coordinate field exploration with Owner		X
4. Review Geotechnical Report recommendations and provide comments		X
<b>500.05 Final Design</b>		
<b>A. 30% Design Phase</b>		
1. Perform Geometric Layout Design	X	
2. Perform Airfield Pavement Design		X
3. Perform 30% Drainage Design		X
4. Perform 30% Airfield Electrical Layout		X
5. Perform 30% Airfield Electrical Vault Analysis		X
6. Prepare 30% Project Drawings	X	
7. Prepare 30% Engineer's Report		X
8. Prepare 30% "Opinion of Probable Construction Cost" / Budget Validation.	X	
9. Perform 30% QA/QC by Senior Airport Engineer	X	
10. Furnish 30% Documents in accordance with Table 3 in Exhibit 'B'.	X	
11. Conduct 30% Review Meeting via teleconference. Prepare agenda and distribute minutes	X	
<b>B. 90% Design Phase</b>		
1. Formally Address FAA and Owner 30% Comments	X	
2. Perform 90% Geometric Design	X	
3. Perform 90% Drainage Design	X	
4. Perform 90% Airfield Pavement Design	X	
5. Perform 90% Airfield Electrical Design		X
6. Prepare 90% Project Drawings in accordance with Table 1 in Exhibit 'G'	X	
7. Prepare 90% Specifications in accordance with Table 2 in Exhibit 'G'	X	
8. Prepare 90% Engineer's Design Report	X	
9. Submit Modification of Standards (MOS), if deemed necessary	X	
10. Prepare Detailed Construction Schedule	X	
11. Prepare 90% "Opinion of Probable Construction Cost" / Budget Validation	X	
12. Perform 90% QA/QC by Senior Airport Engineer	X	
13. Furnish 90% Documents in accordance with Table 3 in Exhibit 'G'	X	
14. Conduct 90% Review Meeting at Owner's Location. Prepare agenda and distribute minutes	X	
15. Conduct Field Review of 90% Project Drawings	X	
16. Prepare Draft and Final CSPP Document:		
• Submit Draft CSPP	X	
• Address FAA Draft CSPP comments	X	
• Submit Final CSPP	X	
<b>C. Issued for Bid (IFB) Package (100% Phase)</b>		
1. Formally Address FAA and Owner 90% Comments	X	
2. Prepare IFB (100%) Drawings, Specifications, and Bid Documents	X	
3. Furnish IFB (100%) Documents in accordance with Table 3 in Exhibit 'G'	X	
<b>504.05 Construction Permits</b>		
1. File and submit FAA Obstruction Evaluation / Airport Airspace Analysis (OE/AAA) Form	X	
<b>602.05 Advertising, Bidding, Contract Award</b>		
1. Assist Owner in advertising for and obtaining bids	X	
2. Conduct Prebid Conference at Owner's location (1 meeting). Prepare agenda and minutes.		X



**Part I: Design and Bidding Services**

Item	Included	Not Included
3. Provide Drawings, Specifications, and Bid Documents	X	
4. Issue Addenda to interpret or clarify bid documents	X	
5. Respond to Bidders questions at discretion of Owner	X	
6. Coordinate bid opening online (1 meeting)	X	
7. Prepare Bid Tabulation	X	
8. Review Bidders quals, bids, and other documents. Make recommendation for award of contract	X	
9. Distribute Executed Construction Contracts:		
• 1 Copy to Contractor	X	
• 1 Copy to Owner	X	
• 1 Copy to FAA	X	
• 1 Copy to Consultant	X	
<b>700.07 Topographic Survey</b>		
1. Research existing survey control network system	X	
2. Establish bearings of centerlines as shown on the Survey Request Exhibit in <b>Exhibit "G"</b> :		
a. Existing Apron	X	
b. Existing Taxilanes	X	
3. Locate standard topographic features within project limits as show on the exhibit in <b>Exhibit "G"</b>	X	
4. Collect pavement joint locations of abutting apron, taxilane, hangar approaches	X	
5. Collect cross sections at 25-foot intervals along pavement areas		X
6. Perform topographic survey in turf areas as shown on the Survey Request Exhibit in <b>Exhibit "G"</b>	X	
7. Process survey work into AutoCAD topographic base files	X	
8. Survey documentation shall be stamped and signed by a licensed surveyor in State of Iowa	X	
<b>850.05 Project Management and Coordination</b>		
1. Develop internal project management (PM) plan. Identify key personnel and designate responsibilities for PM Plan implementation and execution	X	
2. Continual tracking of task completion and coordination of staff scheduling	X	
3. Continual Communication/Coordination with Stakeholders (phone, email, letters)	X	
4. Develop and maintain project schedule	X	
5. Provide progress reports to Owner and FAA (assume 6 months)	X	
6. Maintain documentation of pertinent correspondence (email, letters, telephone logs)	X	
7. Prepare independent fee estimate (IFE)	X	
8. Perform business and contract administration (assume 6 months)	X	
9. Conduct internal design review meetings	X	
10. Coordination between sub-consultants		X
11. Other Meetings:		
• Special meetings with Council/Staff		X
• Public Informational Meetings		X
• Regulatory Agencies		X
<b>960.05 Subconsultants</b>		X



3. Payment to the **Consultant** shall be made on the following basis:

### Section 3.1: Basis of Compensation

- 3.1.1 For performing the Services identified within Part I, the **OWNER** shall pay the **CONSULTANT** a lump sum amount in accordance with the following:

<u>Item</u>	<u>Description</u>		
X	200.05 Existing Conditions	\$	3,364.00
	205.05 Geographic Information Systems (GIS)	\$	0.00
X	300.05 FAA Grant Administration	\$	5,262.00
X	400.05 Preliminary Design	\$	6,670.00
	435.05 Soil Boring Coordination	\$	0.00
X	500.05 Final Design		
	X A. 30% Design	\$	3,670.00
	X B. 90% Design	\$	22,922.00
	X C. Issued for Bid (100%)	\$	7,214.00
X	504.05 Construction Permits	\$	1,004.00
	600.05 Construction Administration	\$	0.00
X	602.05 Advertise, Bidding, Contract Award	\$	8,415.00
	603.05 Quality Assurance Testing Coordination	\$	0.00
	650.05 Resident Project Representative	\$	0.00
X	700.07 Topographic Survey	\$	8,575.00
	760.07 Construction Staking	\$	0.00
	800.05 Project Closeout	\$	0.00
X	850.05 Project Management and Coordination	\$	8,807.00
		\$	<b>75,903.00</b>

- 3.1.2 The lump sum includes compensation for the Services, Subconsultant costs, if any, and appropriate factors for labor, overhead, profit, and Reimbursable Expenses.

- 3.1.3 Although the **CONSULTANT** recognizes and accepts the ordinary risks and/or benefits of a lump sum fee structure, the parties agree to negotiate an adjustment of the lump sum amount if there has been, or is to be, a material change in the:

- (a) scope, complexity or character of the Services or the Project
- (b) conditions under which the Services are required to be performed
- (c) duration of the Services, if a change in the Schedule warrants such adjustment in accordance with the terms of this Agreement.

### Section 3.2: Additional Services

- 3.2.1 Any services rendered by the **CONSULTANT** beyond those described in the Scope of Services shall be compensated in the same manner as the original services, unless otherwise agreed to in writing.
- 3.2.2 The **CONSULTANT's** estimate of the amount that will become payable for Additional Services is only an estimate. If it becomes apparent that this estimated compensation amount will be exceeded, the **CONSULTANT** and **OWNER** shall mutually negotiate in writing to additional compensation exceeding said estimated amount.

### Section 3.3: Other Payment Provisions

- 3.3.1 Any services rendered by the **CONSULTANT** beyond those described in the Scope of Services shall be compensated in the same manner as the original services, unless otherwise agreed to in writing.
- 3.3.2 Reimbursable Expense Definition: Reimbursable expenses include, but are not limited to, transportation, subsistence, reproduction of reports, drawings, specifications, and other Project documents, courier services, materials, supplies, equipment rental and other costs specific to the Project.

4. This Agreement including each included exhibit below represents the entire and integrated Agreement between the **OWNER** and the **CONSULTANT** and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both the **OWNER** and the **CONSULTANT**.

		Included	Not Included
Exhibit 'A'	Consultant Terms and Conditions Standard Agreement		X
Exhibit 'B'	Hourly Rate Schedule		X
Exhibit 'C'	Detailed Scope of Work	X	
Exhibit 'D'	Subconsultant(s) Contract		X
Exhibit 'E'	Owners Responsibilities to Consultant	X	
Exhibit 'F'	Duties and Responsibilities of Resident Project Representative (RPR)		X
Exhibit 'G'	Project Exhibit / Survey Exhibit / Estimated Plan Sheets, Specifications, Deliverables	X	
Exhibit 'H'	Preliminary Opinion of Probable Construction Costs	X	
Exhibit 'I'	Federal Provisions	X	
Exhibit 'J'	Estimated Costs for Consultant Services	X	
Exhibit 'K'	Payment Preferences		X

**SPECIAL INSTRUCTIONS:**

---



---



---



---

**OWNER: Mathews Memorial Airport**  
Tipton, Iowa

**CONSULTANT: McClure**  
Coralville, Iowa

By: \_\_\_\_\_

By:  \_\_\_\_\_

Name: \_\_\_\_\_

Name: Adam Thompson

Title: \_\_\_\_\_

Title: Project Manager

Date: \_\_\_\_\_

Date: \_\_\_\_\_



401 W 10<sup>th</sup> Street  
Tipton, IA 52772

**Mowing for the City of Tipton  
April 2026-March of 2030**

**QUOTE IS VALID FOR THE FULL 5 YEARS**

**CITY OF TIPTON LOCATIONS:**

- Masonic Cemetery
- City Hall and Power Plant,
- Fire Station,
- Green Space( Cedar Street)
- Ambulance Building

\$58,000.00 per year

\$4833.33 per month due on the 1st of each month

**Also included will be the spraying spring and fall for everything except the Masonic Cemetery.**

**Thank you for considering Grasshopper Lawn Care and All Star Turf**

Yours Truly,

Dan Kessler

563-889-2635



## AGENDA ITEM

### AGENDA INFORMATION TIPTON CITY COUNCIL COMMUNICATION

<b>DATE:</b>	1/19/2026
<b>AGENDA ITEM:</b>	Discussion and possible action to set a per acre price for the City's Industrial Park properties
<b>ACTION:</b>	Motion to approve, deny or table.

**SYNOPSIS:** At some point, the council must determine a per-acre pricing structure for the city's two industrial park properties.

The parcel that's along Highway 38 is 15.98 acres. The interior parcel that starts off the end of Commerce Boulevard is 19.72 acres

I've highlighted additional prices from other industrial parks that I checked on.

1. DeWitt: \$25,000/acre
2. Farley: \$45,000/acre
3. Bellevue: \$21,213 average per acre
4. Oskaloosa: \$25,000/acre
5. Webster City: \$25,000/acre
6. West Liberty: See attachment as pricing varies
7. Durant: The last 3 lots we sold in the south industrial park were all at \$35k/acre (A combined total of about 15 acres). Time frame was 2020-2022. These lots were all fully developed and spade ready. They purchased 68 acres a year ago to establish a new park west of town and are in the planning/development stages. Projected price per acre has not yet been established for this park.
8. Iowa City IWW Commercial Park: \$63,000 raw land. We added this to show the per acre price of one of our larger competitors.

I also checked with Stanwood and West Branch regarding industrial park land availability.

Jessica Lasack, Stanwood City Clerk, reported that their industrial park has no additional land for sale, as it has been purchased by River Valley.

Adam Kofoed, City Administrator for West Branch, reported that their industrial park is owned by area farmers. The infrastructure was installed by the developers several years ago.

In addition, I have been working on the LOIS site to enter information for the property at the industrial park and for the site to function a price must be entered. Once Grow Tipton is live on the City's website, I can make the industrial park property available for public viewing.

Brian and I would suggest \$40,000 per acre, but ultimately this is a council decision.

Pricing to create a new webpage is coming then the information on LOIS can be linked to the city's website. We'll update you as information becomes available.

**BUDGET ITEM: TBD**

**RESPONSIBLE DEPARTMENT: Economic Development – Linda Beck**

**MAYOR/COUNCIL ACTION:** Motion to approve, deny or table

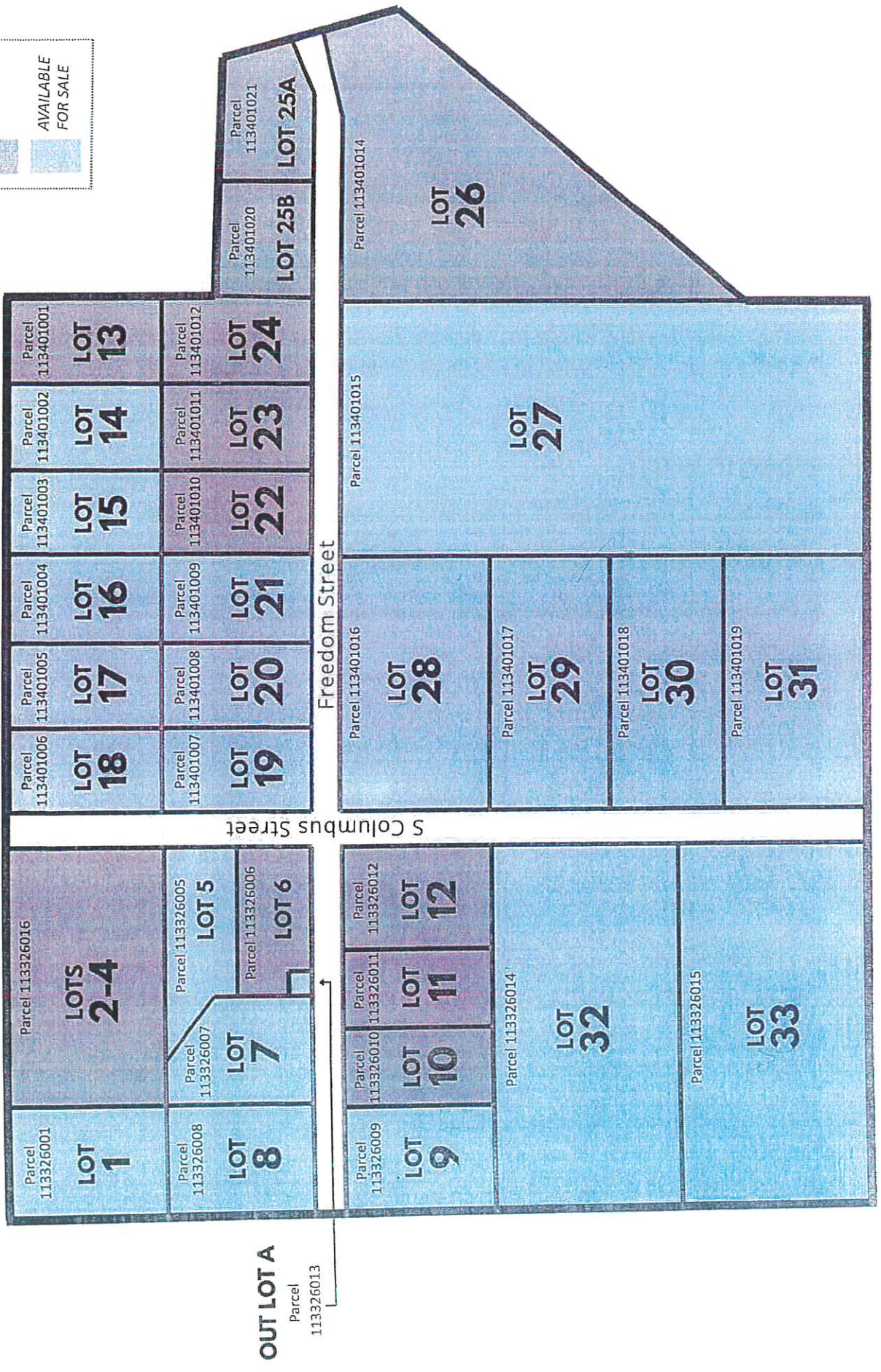
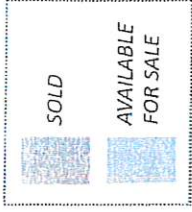
**ATTACHMENTS:** West Liberty's industrial park property and pricing

**DATE PREPARED:** 1/15/2026

---



# LIBERTY PARK





# Lots For Sale

Parcel	Lot	Acres	Assessed	2024 Assessed Value	Square Feet	Purchase Price \$.90/sf
113326001	1	1.53	\$4,210.00	\$7,320.00	66646.8	\$59,982.12
113326005	5	1.17	\$3,220.00	\$5,600.00	50965.2	\$45,868.68
113326007	7	1.28	\$3,520.00	\$6,120.00	55756.8	\$50,181.12
113326008	8	1.42	\$3,910.00	\$6,790.00	61855.2	\$55,669.68
113326009	9	1.37	\$3,770.00	\$6,550.00	59677.2	\$53,709.48
113401002	14	1.2	\$3,300.00	\$5,740.00	52272	\$47,044.80
113401003	15	1.2	\$3,300.00	\$5,740.00	52272	\$47,044.80
113401004	16	1.21	\$3,330.00	\$5,790.00	52707.6	\$47,436.84
113401005	17	1.21	\$3,330.00	\$5,790.00	52707.6	\$47,436.84
113401006	18	1.22	\$3,360.00	\$5,840.00	53143.2	\$47,828.88
113401007	19	1.16	\$3,190.00	\$5,550.00	50529.6	\$45,476.64
113401008	20	1.16	\$3,190.00	\$5,550.00	50529.6	\$45,476.64
113401009	21	1.16	\$3,190.00	\$5,550.00	50529.6	\$45,476.64
113401015	27	12.1	\$33,280.00	\$57,890.00	527076	\$474,368.40
113401016	28	3.47	\$9,540.00	\$16,600.00	151153.2	\$136,037.88
113401017	29	2.7	\$7,430.00	\$12,920.00	117612	\$105,850.80
113401018	30	2.7	\$7,430.00	\$12,920.00	117612	\$105,850.80
113401019	31	3.25	\$8,940.00	\$15,550.00	141570	\$127,413.00
113326014	32	6.07	\$16,690.00	\$29,040.00	264409.2	\$237,968.28
113326015	33	6.16	\$16,940.00	\$29,470.00	268329.6	\$241,496.64
113326013	OUT LOT A	0.05	\$140.00	\$600.00	2178	\$1,960.20
<b>21</b>		<b>52.79</b>	<b>\$145,210.00</b>	<b>\$252,920.00</b>	<b>2299532.4</b>	<b>\$2,069,579.16</b>

## **Tipton City Manager**

### **Employment Agreement**

This agreement ("AGREEMENT") made and entered into this \_\_\_\_ day of January, 2026 by the City of Tipton, Iowa, State of Iowa, a municipal corporation ("CITY"), acting by and through its' City Council ("COUNCIL"), and Thomas Doermann, ("EMPLOYEE"). CITY and EMPLOYEE being at times being referred to herein as "PARTIES":

#### **WITNESSETH:**

**WHEREAS**, it is the desire of the CITY to appoint and employ the services of EMPLOYEE as City Manager of the City as provided by Chapter 21 of the Tipton, Iowa Code of Ordinances, and to provide certain benefits, establish certain conditions of employment and to set working conditions of said EMPLOYEE; and

**WHEREAS**, EMPLOYEE desires to be appointed and to serve as City Manager for CITY.

**NOW, THEREFORE**, in consideration of the mutual covenants herein contained, the PARTIES agree as follows:

1. **AGREEMENT:** CITY hereby agrees to appoint and employ EMPLOYEE as City Manager for the CITY, to perform the functions and duties specified in the CITY' Code of Ordinances and to perform other legally permissible and proper duties and functions as are assigned to EMPLOYEE by the COUNCIL. EMPLOYEE agrees to begin employment no later than March 9, 2026, unless a later date is agreed upon by EMPLOYEE and the CITY'S Mayor.
2. **SALARY:** CITY agrees to pay EMPLOYEE for EMPLOYEE's services an initial annual salary of One Hundred Twenty-Five Eighty-One Dollars and Twenty-Five Cents (\$125,081.25), payable in twenty-six (26) equal installments, at the same time as other employees of the Employer are paid, with consideration of an increase in annual salary to Grade E07, Step 9 of the adopted compensation plan (currently \$130,350.24) after one year of employment, following satisfactory evaluation of the COUNCIL. The COUNCIL may thereafter increase EMPLOYEE'S salary by Resolution of the COUNCIL, said salary increases not being deemed to be an amendment to this AGREEMENT, but rather being authorized by this provision. EMPLOYEE shall be considered an exempt employee for purposes of the Fair Labor Standards Act ("FLSA").
3. **TERMS OF EMPLOYMENT:**
  - A. Pursuant to City Ordinance Chapter 21, the City Manager is appointed for an indefinite term. CITY may at any time terminate or suspend the employment of EMPLOYEE by a majority vote of the COUNCIL with advance written notice as provided herein. The PARTIES hereby waive the removal provisions of Iowa Code Chapter 372.15 and agree that such provisions shall not apply to EMPLOYEE. EMPLOYEE'S exclusive remedies for removal shall be those provided in this Agreement.



- B. EMPLOYEE may at any time resign from the position of City Manager. In the event EMPLOYEE voluntarily resigns their position with CITY, EMPLOYEE agrees to give CITY sixty (60) days' advance notice, absent agreement of the COUNCIL to accept less notice. In the event of a voluntary Resignation, EMPLOYEE shall not be entitled to the Separation Payment provisions set forth within Section Five (5). EMPLOYEE shall, however, be paid in full for all accrued leave and vacation time, not including sick leave, in accordance with CITY policy.
- C. This agreement shall remain in full force & effect from the date of this AGREEMENT, until terminated by CITY or EMPLOYEE as provided herein.
4. **DISABILITY:** If EMPLOYEE is permanently disabled or is otherwise unable to perform essential job duties because of sickness, accident, injury, mental incapacity or health with or without reasonable accommodation for a period of four successive weeks beyond any accrued sick leave, or for twenty working days over a thirty working day period, CITY, with agreement of EMPLOYEE, shall have the option to terminate this AGREEMENT. However, EMPLOYEE shall, in that event, receive the separation package.

Nothing herein shall be interpreted as a waiver of EMPLOYEE'S rights as provided under the FMLA, nor the CITY'S obligation to allow EMPLOYEE to exercise rights provided by the FMLA, if applicable.

5. **TERMINATION AND SEPARATION PAY:**

- A. In the event EMPLOYEE is terminated by CITY during such time as EMPLOYEE is willing and able to perform required duties under this agreement, then in that event CITY agrees to pay EMPLOYEE, from the last day of employment, a payment equal to six (6) months' aggregate salary, as Separation pay, payable in a lump sum. In the event that Separation Payment is due and payable under the terms hereof, it shall be paid on the first regularly occurring payroll following final approval of termination and the execution by EMPLOYEE of a full release of all claims arising out of and related to their employment ("RELEASE"), except those that cannot be legally released, plus the expiration of any revocation period pursuant to federal law. If requested, Employer, through the Mayor or an assigned City Council Member, shall provide an honest, mutually agreeable, reference for Employee to use in seeking replacement employment. The payment of Separation Payment shall be the final obligation of CITY to EMPLOYEE.
- B. The acceptance of Separation benefits shall also constitute the acceptance of termination and a waiver of hearing rights under Iowa Code 372.15. Nothing in this section shall prohibit EMPLOYEE from applying for unemployment insurance nor shall it prohibit the CITY from objecting to and/or challenging EMPLOYEE'S application for unemployment compensation.
- C. CITY will also pay the single or family health insurance premium, whichever plan was in place for EMPLOYEE at the termination of employment, for a period of six (6) months starting with the first month following the termination date, along with employer shares of the following benefits if offered to and utilized by EMPLOYEE as of the date of termination: Dental and Vision Insurance, Short and Long Term Disability, and Life Insurance. EMPLOYEE shall not continue to accrue any other benefits, not specifically enumerated herein, beyond the date of termination. If EMPLOYEE is terminated as described in Section 5(F) below EMPLOYEE shall be entitled



to the payment of Separation pay and benefits as set forth above. Separation pay is based and/or determined solely on EMPLOYEE'S salary and does not include any other benefits whatsoever.

- D. However, in the event EMPLOYEE is terminated for cause, CITY shall have no obligation to pay Separation pay or to provide health insurance or other benefits as set forth above. Cause is defined as, but not limited to, the following: 1) a conviction for violation of local, state or federal laws involving theft, dishonesty or fraud, moral turpitude, or actions which would clearly call into question the fitness of the EMPLOYEE to carry out the duties required by this AGREEMENT (as defined in the sole discretion of the City Council) or where EMPLOYEE has admitted the same; and/or 2) a violation of policies or procedures as set forth in the Employee Handbook; 3) EMPLOYEE'S failing to cure or correct, after receiving specific written notice from the COUNCIL of areas of material deficiency; 4) insubordination of the City Council without lawful justification or excuse and/or 5) an inability to be bonded if such bonding is required.
- E. Any termination of EMPLOYEE, with or without Cause, must be approved by Resolution of the City Council. EMPLOYEE retains the right to request that any discussion of the alleged "cause" and/or the EMPLOYEE'S contemplated termination occur in closed session if such closed session otherwise complies with Iowa Code Chapter 21.
- F. In the event CITY at any time during the term of this AGREEMENT reduces the salary or other financial benefits of EMPLOYEE in a greater percentage than an applicable across-the-board reduction for all Department Heads of CITY, or in the event CITY refuses, following written notice, to comply with any other provision benefiting EMPLOYEE provided for herein or by any future amendment hereof, or EMPLOYEE resigns following a formal suggestion that EMPLOYEE resign by a majority of the Council, then, in that event, EMPLOYEE may, in EMPLOYEE'S sole discretion, deem EMPLOYEE'S employment to have been "terminated" at the date of such reduction and/or suggested resignation. Employee must make such determination within fourteen (14) days of the triggering event, whether the reduction of pay/benefit or suggested resignation.

#### **6. PERFORMANCE EVALUATION:**

- A. The COUNCIL or its designee shall review and evaluate the performance of EMPLOYEE on or about six (6) months from EMPLOYEE'S first date of employment, at twelve (12) months of the first date of employment, and at least once annually thereafter. Said review and evaluation shall be in accordance with criteria which may be modified as COUNCIL may from time to time determine, in consultation with EMPLOYEE. COUNCIL agrees to provide EMPLOYEE a summary written statement of the COUNCIL'S evaluation comments and considerations and provide EMPLOYEE an opportunity to discuss EMPLOYEE'S evaluation with the COUNCIL. By the execution of this AGREEMENT, EMPLOYEE consents to any discussion related to EMPLOYEE'S performance being held in closed session as permitted by Chapter 21 of the Iowa Code, and EMPLOYEE agrees to provide a written request/consent to any such closed session consistent herewith in advance of any such closed session.
- B. Annually, COUNCIL and EMPLOYEE shall define goals and performance objectives determined necessary for the proper operation of CITY and necessary for the attainment of the

COUNCIL'S policy objectives. COUNCIL and EMPLOYEE shall establish a relative priority among the identified goals and objectives and reduce same to writing. The goals and objectives shall generally be attainable within time limitations specified therein and the annual operating and capital budgets and appropriations provided and/or approved by the COUNCIL.

- C. In effecting the provisions of this Section, COUNCIL and EMPLOYEE mutually agree to abide by the provisions of applicable law.

**7. HOURS OF WORK:**

- A. It is recognized that EMPLOYEE must devote a great deal of time outside of the normal office hours to CITY business and EMPLOYEE shall be charged with the responsibility of spending whatever hours are necessary to properly carry out EMPLOYEE'S duties. EMPLOYEE shall be allowed to establish an appropriate work schedule. EMPLOYEE shall be allowed to schedule office hours in the evenings and/or on weekends when appropriate and not adverse to the appropriate representation of the CITY. In any event EMPLOYEE shall keep appropriate records of said time(s) for COUNCIL review and consideration.
- B. EMPLOYEE will be expected to attend, unless excused in advance or in the case of emergency situations, regular and special meetings of the COUNCIL, Planning and Zoning Board, Board of Adjustment, Library Board, Fire (Dept.) Board, and other meetings of board, committees, and the like as directed by the COUNCIL.

**8. VACATION AND SICK LEAVE:**

- A. As an inducement to EMPLOYEE to become City Manager, EMPLOYEE shall be credited with One Hundred Sixty (160) hours of vacation leave for the first year of employment. Thereafter, EMPLOYEE will follow the CITY'S adopted personnel policy for vacation leave for employees with fifteen (15) years of service. Vacation Leave may be carried over if and as permitted by the approved policies of the CITY or with the prior approval of the COUNCIL.
- B. EMPLOYEE shall accrue and may use sick leave as approved under CITY policy. With regard to a disability, sick leave may only be used to provide coverage during the waiting period between the onset of illness or disability and the point at which short or long-term disability coverage, if any, takes effect and may be renewed after each occurrence.
- C. In the event EMPLOYEE'S employment is terminated, whether voluntarily or involuntarily or with or without cause, Employee shall be compensated for all unused accrued vacation and/or other paid time off through and including the date of termination. There will be no payout of accrued sick leave under any circumstance.

- 9. **COMPUTER:** EMPLOYEE will be provided with a computer that is to be used for communications and work related to their duties as EMPLOYEE only. The computer, the contents and communications of the computer are the property of the CITY and shall be subject to the requirements of Iowa's Open Records law (Iowa Code Chapter 22). The computer and any computer service providers shall be selected at the sole discretion of the CITY.



10. **HEALTH AND LIFE INSURANCE:** CITY agrees to provide EMPLOYEE access to the CITY'S insurance plan(s), with coverages as allowed by the by the CITY policy, inclusive of all benefits offered other full-time employees and at the same employee/employer split of premium.
11. **RETIREMENT BENEFITS:** CITY agrees to pay its share of Iowa Public Employees Retirement System (IPERS) or an equivalent share to a qualified retirement account on behalf of the EMPLOYEE in accordance with applicable state laws and regulations.
12. **DUES, SUBSCRIPTIONS and GENERAL BUSINESS EXPENSES:** CITY agrees to budget an amount specifically designated to pay for the professional dues and subscriptions of EMPLOYEE for membership in the International City/County Management Association and the Iowa City/County Management Association and for other memberships for EMPLOYEE'S continuation and full participation in regional, state and local associations and organizations necessary and desirable for EMPLOYEE'S continued professional participation, growth and advancement, and for the good of the CITY, subject to the approval of the COUNCIL. CITY recognizes that certain expenses of a non-personal but job-related nature are incurred by EMPLOYEE, and agrees to reimburse EMPLOYEE or to pay said general expenses. Said expenses to be presented to and approved by the COUNCIL in accordance with CITY policy.
13. **PROFESSIONAL DEVELOPMENT:**
- A. CITY hereby agrees to budget for and to pay the registration, travel and subsistence expenses of EMPLOYEE for professional and official travel, meetings and occasions adequate to continue the professional development of EMPLOYEE and to adequately pursue necessary official and other functions for the CITY, including particularly the Iowa City/County Management Association Summer Conference, the Iowa League of Cities Annual Conference, and the Iowa Municipal Management Institute.
  - B. CITY also agrees to budget and pay for the registration fees, travel and subsistence expenses of EMPLOYEE for short courses, institutes and seminars that are necessary for EMPLOYEE's professional development and for the good of the CITY, subject to COUNCIL approval in the annual budget.
14. **AUTOMOBILE:** EMPLOYEE'S duties require the use of a personal vehicle, and for that reason, CITY shall provide mileage reimbursement at the IRS maximum rate for official travel, not including commuting, periodically upon presentation of suitable documentation by EMPLOYEE.
15. **CIVIC CLUB MEMBERSHIP:** CITY recognizes the desirability of representation in and before local civic and other organizations and EMPLOYEE is authorized to become a member of one (1) such civic club or organization for which the CITY shall pay all dues. This will not include any country club dues or expenses.
16. **INDEMNIFICATION:** CITY shall defend, save harmless and indemnify EMPLOYEE against any tort, professional liability claim or demand or other legal action, whether deemed to be frivolous, groundless or otherwise, arising out of an alleged act or omission occurring in the performance of EMPLOYEE'S duties as City Manager or resulting from the exercise of judgment or discretion in connection with the performance of EMPLOYEE'S duties or responsibilities, unless the act or

omission complained of involved gross negligence, reckless, willful and/or wanton conduct, fraudulent acts, criminal conduct, or other conduct in violation of CITY Policy. CITY shall indemnify EMPLOYEE against any and all losses, damages, judgments, interest, settlements, fines, court costs and other reasonable costs and expenses of legal proceedings and any other liabilities incurred by, imposed upon, or suffered by EMPLOYEE in connection with or resulting from any claim, action suit, or proceeding, actual or threatened, arising out of or in connection with the performance of EMPLOYEE'S duties, where not associated with gross negligence, reckless, willful and/or wanton conduct, fraudulent acts, criminal conduct, or other conduct in violation of CITY Policy. This provision shall not be interpreted to be an agreement to pay EMPLOYEE'S attorney's fees should EMPLOYEE hire legal counsel of their choosing in any matter. However, should the CITY insurance carrier provide a defense to CITY and/or EMPLOYEE in relation to any claim the CITY will not seek reimbursement of any expenses of the CITY related thereto. EMPLOYEE reserves the right to request that the CITY pay for outside legal representation, however, the decision to do so shall be in the sole discretion of the COUNCIL. EMPLOYEE will fully cooperate with the CITY in the settlement, compromise and settlement of any such claim or suit. The CITY may compromise and settle any such claim or suit and pay the amount of any settlement or judgment rendered thereon, without the consent and/or approval of EMPLOYEE.

17. **BONDING:** CITY shall bear the full cost of any fidelity or other bonds required of EMPLOYEE under law, if any.

18. **OTHER TERMS AND CONDITIONS OF EMPLOYMENT**

- A. The COUNCIL in consultation with EMPLOYEE, shall fix any such other terms and conditions of employment, as it may determine from time to time, relating to the performance of EMPLOYEE, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this AGREEMENT, applicable law or regulation.
  - B. All provisions and regulations and rules of CITY relating to vacation and sick leave, retirement and pension system contributions, holidays and other fringe benefits and working conditions as they now exist or hereafter may be amended, also shall apply to EMPLOYEE as they would to other employees of CITY in addition to said benefits enumerated specifically for the benefit of EMPLOYEE except as herein provided.
  - C. CITY agrees to provide reimbursement of fifty dollars (\$50) per month for use of EMPLOYEE'S personal phone for CITY purposes. Employee acknowledges, by the execution hereof, that the use of Employee's personal cell phone for City/Public purposes makes said cell phone subject to the requirements of Iowa's Open Records law (Iowa Code Chapter 22).
  - D. EMPLOYEE will be required to maintain primary residency within the city limits of Tipton for the duration of EMPLOYEE'S employment with CITY.
19. **NO REDUCTION OF BENEFITS:** CITY shall not at any time during the term of this agreement reduce the salary, compensation or other financial benefits of EMPLOYEE except to the degree of such reduction across-the-board for all Department Heads of CITY.



20. **NOTICES:** Notices pursuant to this agreement shall be given by deposit in the custody of the United States Postal Service, postage prepaid, addressed as follows:

CITY: Mayor, City of Tipton  
407 Linn Street  
Tipton, IA 52556

EMPLOYEE: Thomas Doermann  
Home address on file with City

Alternately, notices required pursuant to this agreement may be personally served in the same manner as in applicable to civil judicial practice; notices, other than a notice of termination, may be provided via electronic mail. Notice shall be deemed given as of the date of personal service, the date of deposit of such written notice in the course of transmission in the United States Postal Service, or on the date and time of electronic transmission..

21. **ETHICAL COMMITMENTS:** EMPLOYEE will always uphold the tenets of the IaCMA and ICMA Code of Ethics. Specifically, EMPLOYEE shall not endorse candidates, make financial contributions, sign, or circulate petitions, or participate in fundraising activities for individuals seeking or holding elected office, nor seek or accept any personal enrichment or profit derived from confidential information or misuse of public time. CITY shall support EMPLOYEE in keeping these commitments by refraining from any order, direction or request that would require EMPLOYEE to violate the said Ethics Codes. Specifically, neither the governing body nor any individual member thereof shall request EMPLOYEE to endorse any candidate, make any financial contribution, sign, or circulate any petition, or participate in any fundraising activity for individuals seeking or holding elected office, nor to handle any personnel matter on a basis other than fairness, impartiality, and merit.
22. **GENERAL PROVISIONS:**
- A. The text herein shall constitute the entire agreement between the PARTIES.
  - B. This AGREEMENT shall be binding upon and inure to the benefit of the heirs at law and executors of EMPLOYEE.
  - C. The Recitals set forth at the beginning of this AGREEMENT are hereby incorporated by reference and made a part hereof. This AGREEMENT represents the entire agreement between the PARTIES as to the subject matter hereof, and may not be orally amended, modified, superseded, or canceled, it being specifically understood that any of the terms, covenants, representations, and conditions hereof may only be amended by written instrument executed by both CITY and EMPLOYEE after approval of the COUNCIL. This AGREEMENT integrates all of the terms and conditions mentioned herein or incidental hereto and supersedes all negotiations or previous agreements between the PARTIES or their predecessors in interest with respect to all or any part of the subject matter hereof. The provisions hereof are severable, and, if any one or more provisions may be determined to be unenforceable in whole or in part by a court of competent jurisdiction, the

remaining provisions shall nevertheless be binding and enforceable if and to the extent that the economic and legal substance of the transactions contemplated is not materially adversely affected in any matter as to any party and shall be construed and enforced so as to effectuate the intent of the entire AGREEMENT, including the wholly or partially unenforceable provision, to the maximum extent legally permitted. The PARTIES acknowledge that they are entering into this AGREEMENT voluntarily, with a full understanding of its terms, and having had the opportunity to consult with legal counsel.

- D. Words and phrases herein, including acknowledgment hereof, shall be construed as in the singular or plural number, and as masculine, feminine or neuter gender according to the context.
- E. This AGREEMENT, and any disputes related hereto, shall be governed by and construed in accordance with the laws of the State of Iowa (without giving effect to the laws of such state in relation to choice of laws), the venue shall lie in the Cedar County, Iowa District Court.
- F. No delay or failure to act by CITY or EMPLOYEE to exercise any right hereunder, and no partial or single exercise of any such right, shall constitute a waiver of that or any right, unless otherwise expressly provided herein. Waiver of any provision of the AGREEMENT shall not be deemed a waiver of future compliance therewith and such provision shall remain in full force and effect.

**SIGNATURE PAGE TO FOLLOW**




IN WITNESS WHEREOF, CITY has caused this agreement to be signed and attested by the Mayor, its City Clerk, and EMPLOYEE has signed and executed this agreement, both in duplicate, the day and year first above written.

**CITY:**  
CITY OF TIPTON, IOWA

**EMPLOYEE:**

BY:

\_\_\_\_\_  
Jason Paustian, Mayor Pro-tem

  
\_\_\_\_\_  
Thomas Doermann, Employee

1/7/26

ATTEST:

\_\_\_\_\_  
Amy Lenz, City Clerk