

**REGULAR CITY COUNCIL MEETING
TUESDAY – DECEMBER 5, 2017 – 6:00 PM
EVANSDALE CITY HALL**

AGENDA
AMENDED

1. Call to order
2. Pledge of Allegiance
3. Roll call
4. Approval of the December 5, 2017 agenda
5. Mayors Presentation of the Bunger Middle School Students of the Month – November 2017: Ben Farfan-Ruiz, Lakyah Wilson, Craig Willingham, Rylan Lowery, Emma Bogue, Brayden Peters, Raeanne Platt
6. Approval of the Consent Agenda – All items listed under the consent agenda will be enacted by one motion. There will be no separate discussion of these items unless a request is made prior to the time Council votes on the motion
 - a. Approval of November 21, 2017 regular meeting minutes
7. Resolution 6170 authorizing payment of bills and transfers
8. Resolution 6171 approving weed and mowing assessments
9. Resolution 6172 approving adding permanent stop signs on Feldt Avenue at the intersections of Feldt and Lawrence Avenues replacing current yield sign
- 10. Public Hearing-Angels Island Bridge Project**
11. Resolution 6173 approving the final plans, specifications, form of contract, cost estimate, and accepting low base bid for the project in the amount of \$149,302.50 and \$_____ for decking alternate _____ and \$_____ for railing alternate _____ to Peterson Contractors of Reinbeck, Iowa, and authorizing Mayor to sign said documents for the Angels Park Bridge Project
12. Request to approve quote from the Office of the Auditor of State in the amount of \$14,235 to prepare the FY18 audit and to authorize clerk to sign said agreement
13. Ordinance 658 by amending Zoning Ordinance, third reading
14. Public discussion: non-agenda items
15. Mayor/Council Reports
16. Adjournment

CITY HALL
EVANSDALE, IOWA, NOVEMBER 21, 2017
CITY COUNCIL
DOUG FAAS, MAYOR, PRESIDING

The City Council of the City of Evansdale, Iowa met in regular session, according to law, the rules of said Council and prior notice given each member thereof, in the Council Chambers of City Hall of Evansdale, Iowa at 6:00 p.m. on the above date. Council members present in order of roll call: Dewater, Seible, Nichols, and Loftus. Absent: Walker. Quorum present.

Loftus/Dewater to approve the November 21, 2017 agenda. Ayes-Four. Motion carried.

Dewater/Seible to approve the following items on the November 21, 2017 Consent Agenda: a. Approval of November 8, 2017 regular meeting minutes. b. Accept and place on file the minutes and reports from the following Departments, Boards, and Commissions (n/a = not available): Ambulance & Fire Report (Oct), Building Inspection Report (Oct), Clerk/Treasurer Report (Sept/Oct), Planning & Zoning (Sept), Police Dept. (Oct), Storm Water Commission (n/a), and Water Works (Oct). c. Liquor License: Casey's General Store #2864-BC0029504-Effective 12/28/2017. Roll call vote: Ayes-Four.

Seible/Dewater to approve Resolution 6163 authorizing payment of bills and transfers. Councilman Seible questioned spending city funds on a lift to remove flowers provided by the Evansdale Chamber when the city donates \$2,500 annually to the chamber, also questioning why the bucket truck wasn't utilized for the removal instead of renting the equipment. He also questioned invoice paying for signs and posts and if the invoice included the Evans/Central intersections. Chris Schares, Public Works Director responded that they were included in the invoice as well as approximately 40 signs and posts. Councilman Nichols wasn't in favor of providing the service of removing the flowers, and felt that the funds spent with the Evansdale Chamber should be utilized to bring business into town. Mayor Faas stated the bucket truck wasn't utilized because it would take three times longer to remove the flowers as the truck has to be stabilized at each stop to utilize the bucket. He also stated that he was in favor of the chamber providing the flowers each year to improve the beauty of the city. Roll call vote: Ayes-Two. Nays-Two (Seible, Nichols). Motion failed. Seible/Loftus to rescind the denial of paying the bills. Ayes-Four. Motion carried. Loftus/Dewater to approve payment of bills and transfers. Roll call vote: Ayes-Three. Nays-One (Nichols).

Loftus/Seible to approve Resolution 6164 approving payment 2A to Vieth Construction Corp, Cedar Falls, Iowa for the 2017 Patching and Maintenance Project in the amount of \$159,436.13. Councilman Nichols questioned the work completed and that repairs made to the sidewalk at Evans Rd. and Trail needed to be reviewed as the slope has become a tripping hazard. Mayor Faas responded that he would review the sidewalk. Roll call vote: Ayes-Three. Nays-One. (Nichols).

Seible/Dewater to approve Resolution 6165 approving payment #2 semi-final to Vieth Construction Corp, Cedar Falls, Iowa for the Lafayette Road Culvert Project in the amount of \$7,206.34. Roll call vote: Ayes-Four.

Dewater/Loftus to approve Resolution 6166 approving payment #2 to All Seasons Construction, Cedar Falls, Iowa for the Elk Run Creek Flood Project in the amount of \$39,519.27. Roll call vote: Ayes-Four.

Dewater/Loftus to approve Request from Mayor to proceed with repair of Meyers Lake shoreline in an amount not to exceed \$9,937.50 (funded by Meyers Lake Shoreline Rehabilitation Project remaining proceeds). Councilman Nichols questioned the length of the repairs. Mayor Faas responded more than 150 linear feet. Councilman Seible questioned if the street department could rebuild the wall. Mayor Faas responded no, and the reason the wall failed is due to the improper installation initially and the cost to install properly is over \$80,000. Seible questioned parks chair if the parks dept. agreed to the project. Tom Nichols, Park Chair, responded yes, as we do not have the funds to rebuild. Roll call vote: Ayes-Four.

Seible/Dewater to approve Resolution 6167 authorizing City Clerk to certify TIF Debt with County Auditor.

Roll call vote: Ayes-Four.

Loftus/Seible to approve Resolution 6168 approving the canvass of the 2017 Municipal Election. Roll call vote: Ayes-Four.

Loftus/Dewater to approve Resolution 6169 approving payment #3 to Vieth Construction Corp, Cedar Falls, Iowa for the 2017 Patching and Maintenance Project in the amount of \$111,787.34. Roll call vote: Ayes-Four.

Dewater/Seible to approve Ordinance 658 by amending Zoning Ordinance, second reading. Councilman Nichols didn't approve of the ordinance as the Zoning Ordinance needs additional modification. He also questioned the size of a pole shed being installed on Evans. Clerk Kobliska responded that the building inspector issued a permit and verified plans according city to ordinance. Roll call vote: Ayes-Three. Nays-One (Nichols).

Discussion: Replace yield sign on Feldt Avenue at the intersection of Lawrence Avenue with a stop sign. The council was in favor of having item on next agenda.

Mayor/Council Reports: The Mayor wanted to wish everyone a Happy Thanksgiving. He also announced that Elk Run Heights and Evansdale would be participating in the Cedar Valley challenge for Salvation Army. Tim Swope, Elk Run Heights Mayor and Doug Faas, Evansdale Mayor will be participating to raise funds for Salvation Army at Fareway on the 9th of December from 9:00 a.m. until noon, please come out and support our city. Councilman Dewater questioned if residents had complained about the new four-way stop at Evans and Central. Mayor Faas responded that he had only received one call and once he explained the reason, it was accepted. Chief Jensen stated the same. Councilman Seible discussed the amendment of the nuisance ordinance and that he had spent time with residents and heard their responses to the changes and had some suggestions for the Mayor and Council. He asked to have it as a discussion item on the next agenda. He also questioned the council on bid openings and would like all bids going forward to be opened at council meetings. Mayor Faas responded that the city engineer handles the bid openings.

There being no further discussion, Loftus/Seible to adjourn the meeting at 6:42 p.m. Motion carried.

ATTEST:

Doug Faas, Mayor

DeAnne Kobliska, City Clerk

RESOLUTION 6170

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EVANSDALE, IOWA, THAT
THE FOLLOWING BILLS BE PAID AND THE TRANSFERS ARE HEREBY ALLOWED.

ALL STATE RENTAL	RU-FORKLIFT/HANG LIGHTS	175.00
ALLEN OCCUPATIONAL HEALTH	FD-PHYSICAL	250.00
APPLIED CONCEPTS	PD-RADAR REPAIR #12	145.00
ARCTIC SEAL	SR-SPRAY URETHANE/EVANS RD	940.00
AUTO PLUS	PD-HEADLIGHT #12	33.01
BLACKHAWK WASTE	NOV 17 GARBAGE/RECYCLE	16,835.04
	NOV 17 GARBAGE/RECYCLE	3,897.00
	TOTAL:	20,732.04
BOUND TREE MEDICAL	FD-MEDICAL SUPPLIES	87.20
	FD-MEDICAL SUPPLIES	57.76
	TOTAL:	144.96
CENTURY LINK	SR-INTERNET	78.99
CITY LAUNDERING	LIB-MONTHLY MATS	30.64
	CH-MONTHLY MATS	81.70
	TOTAL:	112.34
CITY OF WATERLOO	RU-APRIL-JUNE ST LIGHT INSPT	630.00
	RU-JULY-SEPT ST LIGHT INSPT	630.00
	RU-REPAIR LIGHT @ DORIS	363.71
	TOTAL:	1,623.71
CGA	LEVEE MAINTENANCE	404.00
	3RD AVE DRAINAGE	636.90
	RFR RECON	2,542.76
	LAFAYETTE RD CULV PROJ	1,669.60
	ELK RUN CREEK-FLOOD CNTRL	5,464.10
	RFR LEVEE TRAIL PRJT	1,035.50
	2017 ST MAINT & PATCHING	2,383.86
	2017 STREET REHAB	1,341.90
	SR-WWTF PRELIMINARY REPAIR	1,040.30
	TOTAL:	16,518.92
COMMUNITY FOUNDATION	FY18 CONTRIBUTION	100.00
COURIER	CH-11/8 MINS & BILLS	146.88
D & N FENCING	SR-REPAIR GATE OPERATOR@WWTP	325.00
EMSLRC	FD-CONTINUED ED HOURS	20.00
	FD-CPR CARDS	16.00
	FD-CPR CARD	9.00
	TOTAL:	45.00
EVANSDALE WATER WORKS	PD-WATER EXPENSE	89.89
	FD-WATER EXPENSE	89.89
	TOTAL:	179.78
I.N.R.C.O.G.	RU-NE IA CORRIDER STUDY #10	353.39
IOWA ONE CALL	RU-OCT LOCATES	14.70
	SR-OCT LOCATES	14.70
	TOTAL:	29.40
KOBLISKA, DEANNE	RMRSE TRAVEL-KOBLISKA	39.92
MEDIACOM	PD-INTERNET	42.05
	FD-INTERNET	42.05
	BI-INTERNET	41.18
	CH-INTERNET	41.18
	RU-INTERNET	75.90
	RU-INTERNET	41.18
	SR-INTERNET	41.18
	TOTAL:	324.72
MENARDS	RU-WINTERIZE SHOP & SUPPLI	44.95
	RU-MTRLS/EVANS & CENTRAL SIGNS	50.94
	TOTAL:	95.89
MIDAMERICAN ENERGY	911 S EVANS RD	435.33
	544 GRAND BLVD	33.36
	911 S EVANS RD	435.34
	123 N EVANS RD (LB)	71.4
	O W GILBERT - SKATE PARK	9.62
	1000 ELMER - ISLAND	237.3
	1000 ELMER AVE	31.62
	1250 RIVER FOREST RD.	825.29
	1200 RIVER FOREST RD.	11.69
	1914 6TH ST.	18.83

0 COLLEEN AVE.	6.48
1250 RIVER FOREST RD	35.2
715 AYERS AVE-GARDNER PK	10.24
123 N EVANS RD (PY)	177.09
399 N EVANS RD	14.3
3579 LAFAYETTE RD	3,493.95
1 DORIS DR.	48.85
130 BROWN ST	289.66
130 1/2 BROWN ST.	106.7
640 ARBUTUS AVE	273.66
111 TIMBER CREEK-LIFT STN	13.17
449 EVANSDALE DR.	37.76
140 EASTEND AVE	67.9
1648 MICHIGAN DR.	76.78
210 N EVANS RD.	18.27
4280 LAFAYETTE RD.	33.8
1212 RIVER FOREST RD.	2,606.48
TOTAL:	9,420.07

MODERN PAINTING	PD-HALLWAYS PAINTED/CRC	1,900.00
NORTH CENTRAL LABS	SR-LAB SUPPLIES	340.69
NUTRI-JECT SYSTEMS	SR-SLUDGE HAULING	17,000.00
RITEPRICE OFFICE SUPPLY	RU-DESK CALENDAR	3.99
	RU-DESK CALENDAR	7.83
	RU-RETURN DESK CALENDAR	(7.83)
	TOTAL:	3.99
SCOT'S SUPPLY	RU-REPAIRS/STREET SWEEPER	298.21
STOCKS, PHIL	GRADE III-OPERATOR SERVICE	400.00
USA BLUE BOOK	SR-FILTER & FILTER FUNNEL	385.95
TEAM SERVICES	RU-TESTING CONCRETE	516.25
VERIZON	FD-PHONE	43.03
VISITING NURSING ASSOC	FD-FLU SHOTS	80.00
WATERLOO AUTO PARTS	RU-DRIVERS SIDE SEAT #69	150.00

001 GENERAL FUND	5,725.17
005 STREETS	5,763.80
110 ROAD USE TAX	17,016.50
610 SEWER FUND	23,694.63
670 LANDFILL/GARBAGE	20,732.04
GRAND TOTAL:	72,932.14

PREPAYS

81916	CAPITAL ONE	LIB-POSTAGE/BOOKS	155.18
81917	DEMCO	LIB-CALENDAR	23.34
81918	INGRAM LIBRARY SERVICES	LIB-BOOKS	662.78
DRAFT	ADVANTAGE ADMIN	DEDUCT EXPENSE	1,768.78
81920	AFLAC	INSURANCE	60.02
81921	IBEW LOCAL 288	DUES	122.00
DRAFT	IPERS	RETIREMENT	6,934.31
81922	METLIFE	INSURANCE	2,457.15
81923	MFPRSI	RETIREMENT	9,805.89
81924	POLICE ASSOCIATION	PAYROLL DEDUCT	70.00
DRAFT	TREASURES-ST OF IA	PAYROLL DEDUCT	2,793.00
81925	TEAMSTERS LOCAL 238	DUES	328.00
81926	VALIC	PAYROLL DEDUCT	50.00
81927	WELLMARK	INSURANCE	14,168.49
		TOTAL PREPAYS:	39,398.94

NOVEMBER PAYROLL:

EFTPS	18,588.91
BIWEEKLY PAYROLL	50,835.82
FIRE DEPT PAYROLL	1,957.29
TOTAL PAYROLL:	71,382.02

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF EVANSDALE, IOWA, ON THIS 5TH DAY OF DECEMBER 2017

ATTEST:

Doug Faas, Mayor

DeAnne Kobliska, City Clerk

LETTER OF TRANSMITTAL



TO: City of Evansdale
DeAnne Kobliska, City Clerk
Mayor Doug Faas

DATE: November 29, 2017
RE: Engineering Services Invoices

DeAnne and Mayor-

Attached are invoices for the following projects:

1. Evansdale WWTF Preliminary Report
Invoice No. 36149 - \$1,040.30
Time Period: 10/21/2017-11/18/2017
2. 3rd Ave. Drainage
Invoice No. 36150 - \$636.90
Time Period: 10/21/2017-11/18/2017
3. River Forest Road Reconstruction
Invoice No. 36151 - \$2,542.76
Time Period: 10/21/2017-11/18/2017
4. Lafayette Road Culvert Construction
Invoice No. 36152 - \$1,669.60
Time Period: 9/16/2017-11/18/2017
5. Flood Control Elk Run Creek
Invoice No. 36153 - \$5,464.10
Time Period: 10/21/2017-11/18/2017
6. Levee Maintenance
Invoice No. 36154 - \$404.00
Time Period: 8/19/2017-11/18/2017
7. River Forest Road Levee Trail Construction
Invoice No. 36155 - \$1,035.50
Time Period: 10/21/2017-11/18/2017
8. 2017 Street Maintenance & Patching
Invoice No. 36156 - \$2,383.86
Time Period: 10/21/2017-11/18/2017
9. 2017 Streets Rehabilitation
Invoice No. 36157 - \$1,341.90
Time Period: 10/21/2017-11/18/2017

SIGNED: Jerry Shoff, PE, PLS



Clapsaddle-Garber Associates
 PO Box 754
 Marshalltown, IA 50158-0754
 641-752-6701

City of Evansdale
 City Hall
 123 North Evans Dr
 Evansdale, IA 50707

Invoice number 36149
 Date 11/29/2017

Project **Evansdale WWTF Preliminary Report**

For Professional Services After 10/21/2017 to 11/18/2017

Evansdale WWTF Preliminary Report

Professional Fees

	Hours	Rate	Billed Amount
JERRY L. SHOFF	7.50	101.00	757.50
WILLIAM N. WRIGHT	2.80	101.00	282.80
Phase subtotal			1,040.30
		Invoice total	1,040.30

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
36149	11/29/2017	1,040.30	1,040.30				
	Total	1,040.30	1,040.30	0.00	0.00	0.00	0.00

All invoices are due upon receipt. A late charge of 1.5% per month will be added to any unpaid balance after 30 days.

CGA gladly accepts payment by Visa and/or Mastercard without charge if paid within 10 days of the date of the invoice. A 2.5% convenience fee shall be added to the total invoiced amount if payment is made by credit card after 10 days of the date of the invoice.

Client Invoice Register

Clapsaddle-Garber Associates

Wednesday, November 29, 2017

Page 1

Date range: from: 11/01/2017 to 11/30/2017

City of Evanston

Invoice Date: 11/29/2017

Invoice Number: 36149

	Date	Billed Units	Billed Rate	Billed Amount
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Evansdale WWTF Preliminary Report

Time and Expense

Labor

Project Manager

Eng-Design

WILLIAM N. WRIGHT	11/8/2017	0.30	101.00	30.30
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Listing issues to discuss with DNR

WILLIAM N. WRIGHT	11/10/2017	1.50	101.00	151.50
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Draft letter to DNR to address floodplain issues and implementation schedules

WILLIAM N. WRIGHT	11/13/2017	1.00	101.00	101.00
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Review DNR annual inspection report for January 2015

Eng-Administration

JERRY L. SHOFF	10/23/2017	1.00	101.00	101.00
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Discussed current Engineering Services status regarding cost, pending contract & difficulty to determine "Scope of Services". Mayor & Clerk OK w/ interim invoicing of current work until after laDNR meeting on Evanston Options

JERRY L. SHOFF	11/9/2017	1.00	101.00	101.00
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review status w/ BW / Outline of letter to laDNR / review schedule

JERRY L. SHOFF	11/13/2017	4.00	101.00	404.00
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Review file, laDNR Permits, City records
Call City on Annual Inspection Reports / Call laDNR - Region 1 to request past Annual Inspection Reports
Review w/ BW Flood records / follow-up call to laDNR Region 1

JERRY L. SHOFF	11/16/2017	1.50	101.00	151.50
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Review 2015 laDNR Annual Report / Drafted letter to laDNR Region 1 (Brian J.) requesting copies of laDNR Annual Inspection Reports for last 15 years due to incomplete City Records

Employee type total	<u>1,040.30</u>
Labor total	<u>1,040.30</u>
Phase total	<u>1,040.30</u>
Total	<u>1,040.30</u>
Project total	<u>1,040.30</u>
Invoice total	<u>1,040.30</u>



Clapsaddle-Garber Associates
 PO Box 754
 Marshalltown, IA 50158-0754
 641-752-6701

City of Evansdale
 City Hall
 123 North Evans Dr
 Evansdale, IA 50707

Invoice number 36150
 Date 11/29/2017

Project **1663-CF 3rd Ave. Drainage - Evansdale 2017**

For Professional Services After 10/21/2017 to 11/18/2017

Design

Professional Fees

	Hours	Rate	Billed Amount
MATTHEW J. SCHINDEL	3.80	90.00	342.00
RYAN J. FISCHER	0.50	83.00	41.50
Phase subtotal			383.50

Construction Staking

Professional Fees

	Hours	Rate	Billed Amount
KASEY N. WESTLEY	4.00	55.00	220.00

Expenses

	Units	Rate	Billed Amount
Light Duty Truck Mileage	14.00	0.60	8.40
Total Station/Trimble Equip.	2.50	10.00	25.00
Phase subtotal			253.40

Invoice total **636.90**

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
36150	11/29/2017	636.90	636.90				
	Total	636.90	636.90	0.00	0.00	0.00	0.00

All invoices are due upon receipt. A late charge of 1.5% per month will be added to any unpaid balance after 30 days.

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Client Invoice Register

Clapsaddle-Garber Associates

Wednesday, November 29, 2017

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Date range: from: 11/01/2017 to 11/30/2017

City of Evansdale

Invoice Date: 11/29/2017

Invoice Number: 36150

	Date	Billed Units	Billed Rate	Billed Amount
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Design

Time and Expense

Labor

Project Engineer

Eng-Computer Drafting/Design

MATTHEW J. SCHINDEL	11/6/2017	2.80	90.00	252.00
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Design and cross section compilation for Jerry. Adjustments to grades and driveway to accomodate proper street cross slope. Adjusted intake box to allow for street grade to be smooth

MATTHEW J. SCHINDEL	11/7/2017	1.00	90.00	90.00
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Created cross sections sheets for jerry to review. adjustments to design in relation to Jerry's comments

Employee type total	342.00
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Field Engineer

Eng-Administration

RYAN J. FISCHER	10/13/2017	0.50	83.00	41.50
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Meeting w mayor to update status of design

Employee type total	41.50
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Labor total	383.50
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Phase total	383.50
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Construction Staking

Time and Expense

Labor

Engineering Technician II

Eng-Computer Drafting/Design

KASEY N. WESTLEY	11/14/2017	0.80	55.00	44.00
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plotted new design p&p to discuss w JS before staking

Survey-Staking

KASEY N. WESTLEY	11/13/2017	0.20	55.00	11.00
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Discussed Stakeout w JS

KASEY N. WESTLEY	11/16/2017	3.00	55.00	165.00
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Alignment/Profile for stake; staked BOC & driveway for Atkins/JS

Employee type total	220.00
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Labor total	220.00
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Expense

Light Duty Truck Mileage	11/16/2017	14.00	0.60	8.40
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2004 Chev Silverado

Total Station/Trimble Equip.	11/16/2017	2.50	10.00	25.00
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Client Invoice Register

Clapsaddle-Garber Associates

Wednesday, November 29, 2017

Page 2 of 2

Date range: from: 11/01/2017 to 11/30/2017

City of Evansdale

Invoice Date: 11/29/2017

Invoice Number: 36150

	Date	Billed Units	Billed Rate	Billed Amount
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KNW

Vendor total	<u>33.40</u>
Expense total	<u>33.40</u>
Phase total	<u>253.40</u>
Total	<u>636.90</u>
Project total	<u>636.90</u>
Invoice total	<u>636.90</u>



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 PO Box 754
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 641-752-6701

City of Evansdale
 DeAnne Kobliska
 City Hall
 123 North Evans Dr
 Evansdale, IA 50707

Invoice number 36151
 Date 11/29/2017

Project **977C-16 River Forest Road
 Reconstruction - Evansdale 2016**

For Professional Services After 10/21/2017 to 11/18/2017

STP-U-2432(613)--70-07

Construction Engineering Services

Professional Fees

	Hours	Rate	Billed Amount
JERRY L. SHOFF	4.50	101.00	454.50
KASEY N. WESTLEY	2.00	55.00	110.00
RYAN J. FISCHER	23.30	83.00	1,933.90
Expenses			
	Units	Rate	Billed Amount
Light Duty Truck Mileage	61.00	0.60	36.60
UPS Shipping			7.76
Construction Engineering Services subtotal			2,542.76

Invoice total **2,542.76**

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
36151	11/29/2017	2,542.76	2,542.76				
	Total	2,542.76	2,542.76	0.00	0.00	0.00	0.00

All invoices are due upon receipt. A late charge of 1.5% per month will be added to any unpaid balance after 30 days.

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Client Invoice Register

Clapsaddle-Garber Associates

Wednesday, November 29, 2017

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Date range: from: 11/01/2017 to 11/30/2017

City of Evansdale

Invoice Date: 11/29/2017

Invoice Number: 36151

	Date	Billed Units	Billed Rate	Billed Amount
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Construction Engineering Services

Construction Engineering Services
Spring 2017 CO

Time and Expense

Labor

Project Manager

Eng-Administration

JERRY L. SHOFF	11/1/2017	1.50	101.00	151.50
Review Punchlist list status w/ RF / discuss Mayor's request / RF to email PCI / CF				
JERRY L. SHOFF	11/6/2017	1.00	101.00	101.00
Coordinate w/ RF on Mayor's request to complete Punchlist items ASAP				
JERRY L. SHOFF	11/8/2017	1.00	101.00	101.00
Call from Mayor on Punchlist status & MUDBALL issue in new pavt. / met w/ RF about status & methods to investigate MUDBALL issue				
JERRY L. SHOFF	11/14/2017	1.00	101.00	101.00
Call from & to the Mayor regarding River Forest RD. Punchlist status / met w/ R.F. to discuss Contractor & sub-contractor cooperation				

Employee type total **454.50**

Field Engineer

Eng-Meetings/Site Visit

RYAN J. FISCHER	10/31/2017	2.40	83.00	199.20
Update punchlist, emails and calls to PCI				
RYAN J. FISCHER	11/1/2017	1.30	83.00	107.90
Review project status, calls to PCI and Vandorn				
RYAN J. FISCHER	11/10/2017	3.00	83.00	249.00
Onsite marking out pavt removal, investigate potholes				
RYAN J. FISCHER	11/8/2017	0.80	83.00	66.40
Discuss punchlist w JS, email contractor				
RYAN J. FISCHER	11/15/2017	5.00	83.00	415.00
Onsite marking sidewalk removal limits, met with Tom Little, inspect punchlist items. Met with contractors				
RYAN J. FISCHER	11/14/2017	3.80	83.00	315.40
Emails to PCI and cunningham re punchlist items, discuss with mayor via email				
RYAN J. FISCHER	11/13/2017	3.00	83.00	249.00
Closeout paperwork				
RYAN J. FISCHER	11/16/2017	2.00	83.00	166.00
Closeout paperwork, draft final pay est				
RYAN J. FISCHER	11/17/2017	2.00	83.00	166.00
Review precon photos, emails to/from PCI re damaged sidewalks, review specs				

Employee type total **1,933.90**

Client Invoice Register

Clapsaddle-Garber Associates

Wednesday, November 29, 2017

Page 2 of 2

Date range: from: 11/01/2017 to 11/30/2017

City of Evansdale

Invoice Date: 11/29/2017

Invoice Number: 36151

	Date	Billed Units	Billed Rate	Billed Amount
Engineering Technician II				
Eng-Observation				
KASEY N. WESTLEY	11/16/2017	2.00	55.00	110.00
VanDorn pouring 2 drives & swlks				
			Employee type total	110.00
			Labor total	2,498.40
Expense				
Light Duty Truck Mileage	11/15/2017	47.00	0.60	28.20
2001 Chev Tahoe				
Light Duty Truck Mileage	11/16/2017	14.00	0.60	8.40
2004 Chev Silverado				
			Vendor total	36.60
United Parcel Service				
UPS Shipping	10/20/2017			7.76
1Z6905YR0393078796-Zach Bitting; IDOT				
			Vendor total	7.76
			Expense total	44.36
			Phase total	2,542.76
			Total	2,542.76
			Project total	2,542.76
			Invoice total	2,542.76



Clapsaddle-Garber Associates
 PO Box 754
 Marshalltown, IA 50158-0754
 641-752-6701

City of Evansdale
 DeAnne Kobliska
 City Hall
 123 North Evans Dr
 Evansdale, IA 50707

Invoice number 36152
 Date 11/29/2017

Project **944C-16 Lafayette Road Culvert Const
 Ph - Evansdale 2016**

For Professional Services After 09/16/2017 to 11/18/2017

NOTE: See attached reduction to contractor's payment for additional Engineering Service due to paving issues

Construction Observation

Professional Fees

KASEY N. WESTLEY

Hours	Rate	Billed Amount
1.50	55.00	82.50

Construction Administration

Professional Fees

BETH A. KIRKEVOLD
 JERRY L. SHOFF
 RYAN J. FISCHER
 WILLIAM N. WRIGHT

Hours	Rate	Billed Amount
0.50	49.00	24.50
6.00	101.00	606.00
7.50	83.00	622.50
3.10	101.00	313.10

Expenses

Light Duty Truck Mileage

Units	Rate	Billed Amount
35.00	0.60	21.00

Phase subtotal

1,587.10

Invoice total

1,669.60

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
35031	04/26/2017	7,524.15					7,524.15
36152	11/29/2017	1,669.60	1,669.60				
	Total	9,193.75	1,669.60	0.00	0.00	0.00	7,524.15

All invoices are due upon receipt. A late charge of 1.5% per month will be added to any unpaid balance after 30 days.

CGA gladly accepts payment by Visa and/or Mastercard without charge if paid within 10 days of the date of the invoice. A 2.5% convenience fee shall be added to the total invoiced amount if payment is made by credit card after 10 days of the date of the invoice.

Client Invoice Register

Clapsaddle-Garber Associates

Wednesday, November 29, 2017

Date range: from: 11/01/2017 to 11/30/2017

Page 1 of 2

City of Evanston

Invoice Date: 11/29/2017

Invoice Number: 36152

	Date	Billed Units	Billed Rate	Billed Amount
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Construction Observation

Time and Expense

Labor

Engineering Technician II

Survey

KASEY N. WESTLEY	10/5/2017	1.50	55.00	82.50
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Curt (Vieth) and I got shots with level on the westbound lane as-built; drew up a quick plan view for JS to review

Employee type total	82.50
Labor total	82.50
Phase total	82.50

Construction Administration

Time and Expense

Labor

Project Manager

Eng-Administration

JERRY L. SHOFF	10/5/2017	1.00	101.00	101.00
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review PCC pavement replacements grade issue at request of City Council / discuss w/ Ryan & Kasey

JERRY L. SHOFF	10/9/2017	0.50	101.00	50.50
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status check on pavement replacement

JERRY L. SHOFF	10/12/2017	1.00	101.00	101.00
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Review Pay Estimate & grades to resolve field issues w/ PCC placements & rideability / Follow-up on Notice to Vieth to remove & replace

JERRY L. SHOFF	10/17/2017	1.50	101.00	151.50
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Review remedial options w/ R.F. & discuss options w/ City Council / Approved grinding option

JERRY L. SHOFF	11/15/2017	2.00	101.00	202.00
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Prepared SUB-FINAL Payment Application / Reviewed timesheets & deducted Engineering Services from Payment to Contractor for defective Lafayette pavement replacement

WILLIAM N. WRIGHT	9/20/2017	0.30	101.00	30.30
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Reviewing quantities, communications with Vieth Construction

WILLIAM N. WRIGHT	9/22/2017	2.50	101.00	252.50
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Draft of final pay estimate, Prepare letter recommending acceptance,

WILLIAM N. WRIGHT	9/28/2017	0.30	101.00	30.30
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Coordinate pay request

Employee type total	919.10
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Field Engineer

Eng-Meetings/Site Visit

RYAN J. FISCHER	10/13/2017	2.00	83.00	166.00
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Meeting with mayor and contractor re corrective action, email to mayor, update JS

Client Invoice Register

Clapsaddle-Garber Associates

Wednesday, November 29, 2017

Page 2 of 2

Date range: from: 11/01/2017 to 11/30/2017

City of Evansdale

Invoice Date: 11/29/2017

Invoice Number: 36152

	Date	Billed Units	Billed Rate	Billed Amount
RYAN J. FISCHER	10/11/2017	0.50	83.00	41.50
Calls, emails to contractor re correcting pavement				
RYAN J. FISCHER	10/9/2017	0.50	83.00	41.50
Emails to contractor				
RYAN J. FISCHER	10/20/2017	4.00	83.00	332.00
RYAN J. FISCHER	10/30/2017	0.50	83.00	41.50
Review invoice w Jerry				
Employee type total				622.50
Administration-Clerical				
Office-Administration				
BETH A. KIRKEVOLD	9/26/2017	0.50	49.00	24.50
Pay Est #2				
Employee type total				24.50
Labor total				1,566.10
Expense				
Light Duty Truck Mileage				
Tahoe				
	10/20/2017	35.00	0.60	21.00
Vendor total				21.00
Expense total				21.00
Phase total				1,587.10
Total				1,669.60
Project total				1,669.60
Invoice total				1,669.60

Construction Pay Estimate No. 2 Semi-Final (REVISED 11/15/17)

Project Description: Lafayette Road Culvert

Date of Contract: September 29, 2016

Contractor:
Vieth Construction Corporation
6419 Nordic Dr.
Cedar Falls, IA 50613

Owner:
Mayor Doug Faas & City Council
City of Evansdale
123 N. Evans Rd.
Evansdale, IA 50707

Total Contract Amount:	\$43,978.00	Construction Completed through 9/20/17	\$38,955.90
		Total Amount Earned to Date	\$38,955.90
		Less Previous Payment	(\$28,713.27)
		Less Retainage	5.0% (\$1,947.80)
		Subtotal Amount Due Contractor	\$8,294.84
		Less Engineering Time for Corrective Action*	(\$1,088.50)
TOTAL CONTRACT PRICE	\$43,978.00	AMOUNT DUE THIS ESTIMATE	\$7,206.34

*Deduct for Engineering Services required by corrective work completed by sub-contractor

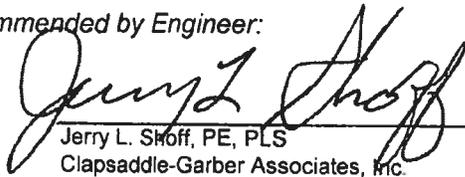
Requested by Contractor:

Vieth Construction Corporation

Title

Date

Recommended by Engineer:



Jerry L. Stoff, PE, PLS
Clapsaddle-Garber Associates, Inc.

Project Manager
Title

11/15/2017
Date

Approved by Owner:

City of Evansdale

Title

Date

Prepared by:
Clapsaddle-Garber Associates
Cedar Falls, IA

CGA Project No. 944C-14

PROJ: Lafayette Road Culvert
 PN: 944C-16

APPLICATION FOR PAYMENT (SEMI-FINAL)
 UNIT PRICE CONTRACT
 Contractor: Vieth Construction Corporation

APPLICATION NO: #2
 APPLICATION DATE: 11/15/2017
 FOR PERIOD: Through 9/20/2017

A	B	CONTRACT				WORK COMPLETED				M	N	O	P	Q	R
		UNITS	QTY	UNIT PRICE	CONTRACT PRICE	TOTAL QTY PREVIOUS APPLICATION	TOTAL \$ AMOUNT PREVIOUS APPLICATION	AMOUNT THIS PERIOD	\$ AMOUNT THIS PERIOD						
DESCRIPTION OF WORK										MATERIALS PRESENTLY STORED (\$ AMOUNT)	TOTAL QTY TO DATE	TOTAL \$ AMOUNT COMPLETED AND STORED TO DATE	% (O/G)	BALANCE TO FINISH (G-O)	RETAINAGE (O*.05)
1	TRAFFIC CONTROL	LS	1	\$ 2,200.00	\$2,200.00	1	\$2,200.00	0	\$0.00		1	\$2,200.00	100%	\$0.00	\$110.00
2	SPECIAL COMPACTION OF SUBGRADE	STA	1	\$ 500.00	\$500.00	0.4	\$200.00	0	\$0.00		0.4	\$200.00	40%	\$300.00	\$10.00
3	ROLLED STONE BASE CLASS "A" CRUSHED STONE 12 IN	SY	159	\$ 14.00	\$2,226.00	115.6	\$1,618.40	48.1	\$673.40		163.7	\$2,291.80	103%	-\$65.80	\$114.59
4	STD OF SLIP FORM PORTLAND CEMENT CONCRETE PAVEMENT CLASS A, CLASS 3 DURABILITY 8 IN	SY	122	\$ 56.00	\$6,832.00	88.9	\$4,978.40	37	\$2,072.00		125.9	\$7,050.40	103%	-\$218.40	\$352.52
5	GRANULAR SHOULDER, 6 IN	TN	40	\$ 30.00	\$1,200.00	52.29	\$1,568.70	0	\$0.00		52.29	\$1,568.70	131%	-\$368.70	\$78.44
6	FLOWABLE MORTAR	CY	31	\$ 150.00	\$4,650.00	7.75	\$1,162.50	0	\$0.00		7.75	\$1,162.50	25%	\$3,487.50	\$58.13
7	REMOVAL OF PAVEMENT, SEAL COAT, & ASPHALT	SY	128	\$ 10.00	\$1,280.00	88.8	\$888.00	37.1	\$371.00		125.9	\$1,259.00	98%	\$21.00	\$82.95
8	REMOVAL OF CONCRETE	SY	122	\$ 15.00	\$1,830.00	88.9	\$1,333.50	37	\$555.00		125.9	\$1,888.50	103%	-\$58.50	\$94.43
9	STORM SEWER GRAVITY MAIN TRENCHED, REINFORCED CONCRETE ARCH PIPE (RCAP), CLASS A-III, 36X58.5 IN. ARCH PIPE	LF	64	\$ 250.00	\$16,000.00	56	\$14,000.00	0	\$0.00		56	\$14,000.00	88%	\$2,000.00	\$700.00
10	APRONS, CONCRETE, 36X58 IN. ARCH PIPE	EA	2	\$ 2,275.00	\$4,550.00	1	\$2,275.00	0	\$0.00		1	\$2,275.00	50%	\$2,275.00	\$113.75
11	SILT FENCE	LF	100	\$ 7.50	\$750.00	0	\$0.00	0	\$0.00		0	\$0.00	0%	\$750.00	\$0.00
12	SLOPE PROTECTION, WOOD EXCELSIOR MAT	SO	4	\$ 90.00	\$360.00	0	\$0.00	0	\$0.00		0	\$0.00	0%	\$360.00	\$0.00
13	SEEDING AND FERTILIZING (URBAN)	AC	0.16	\$ 16,000.00	\$2,560.00	0	\$0.00	0.16	\$2,560.00		0.16	\$2,560.00	100%	\$0.00	\$128.00
14	REDESIGN ADMINISTRATION	LS	1	\$ 2,500.00	\$2,500.00	0	\$0.00	1	\$2,500.00		1	\$2,500.00	100%	\$0.00	\$125.00
TOTALS:					\$47,438.00		\$30,224.50		\$8,731.40	\$0.00		\$38,955.90	82%	\$8,482.10	\$1,947.80
					CONTRACT PRICE		TOTAL \$ AMOUNT PREVIOUS APPLICATION		\$ AMOUNT THIS PERIOD	MATERIALS PRESENTLY STORED (\$ AMOUNT)		TOTAL \$ AMOUNT COMPLETED AND STORED	%	BALANCE TO FINISH	RETAINAGE
					Less Retainage	Pay Estimate 1	(\$1,511.23)	Pay Estimate 2	(\$436.56)						
					Amount Paid to Contractor	Pay Estimate 1	\$28,713.28	Pay Estimate 2	\$8,294.84						

Engineering Services for Lafayette Culvert
(Concrete Paving Correction)
Lafayette Road Culvert Cont. PH - Evansdale 2016
Construction Administration Phase

Date	Employee	Activity	Units / Hours	Rate	Fee	Notes
10/05/17	Jerry Shoff	Eng-Administration	1.00	101.00	101.00	rev PCC pvmnt replacements grade issue per City Council; disc w/ RF & KW
10/05/17	Kasey Westley	Survey	1.50	55.00	82.50	
10/09/17	Ryan Fischer	Eng-Meetings/Site Visit	0.50	83.00	41.50	Emails to contractor
10/09/17	Jerry Shoff	Eng-Administration	0.50	101.00	50.50	status check on pavement replacement
10/11/17	Ryan Fischer	Eng-Meetings/Site Visit	0.50	83.00	41.50	Calls, emails to contractor re correcting pavement
10/12/17	Jerry Shoff	Eng-Administration	1.00	101.00	101.00	Rev PE & grades to resolve field issues w/ PCC placements & rideability / Follow-up on Notice to Vieth to remove & replace
10/13/17	Ryan Fischer	Eng-Meetings/Site Visit	2.00	83.00	166.00	Met w/ mayor & contractor re corrective action, email to mayor, update JS
10/17/17	Jerry Shoff	Eng-Administration	1.50	101.00	151.50	Rev remedial options w/ RF; disc options w/ City Council; OKed grinding opt
10/20/17	Ryan Fischer	Eng-Meetings/Site Visit	4.00	83.00	332.00	
			12.50		\$ 1,067.50	
10/20/17	Vehicle - Light Duty Truck	Mileage	35.00	0.60	21.00	Tahoe
					<u>\$ 1,088.50</u>	Cost to Subcontractor for concrete paving correction



Clapsaddle-Garber Associates
 PO Box 754
 Marshalltown, IA 50158-0754
 641-752-6701

City of Evansdale
 DeAnne Kobliska
 City Hall
 123 North Evans Dr
 Evansdale, IA 50707

Invoice number 36153
 Date 11/29/2017

Project 907-15 Flood Control Elk Run Creek

For Professional Services After 10/21/2017 to 11/18/2017

Construction Phase

Professional Fees

	Hours	Rate	Billed Amount
AARON L. MUELLER	2.00	95.00	190.00
JERRY L. SHOFF	17.00	101.00	1,717.00
KASEY N. WESTLEY	5.20	55.00	286.00
MATTHEW J. SCHINDEL	26.00	90.00	2,340.00
RYAN J. FISCHER	2.50	83.00	207.50
WILLIAM N. WRIGHT	6.20	101.00	626.20

Expenses

	Units	Rate	Billed Amount
Light Duty Truck Mileage	154.00	0.60	92.40
Total Station/Trimble Equip.	0.50	10.00	5.00

Phase subtotal 5,464.10

Invoice total **5,464.10**

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
36153	11/29/2017	5,464.10	5,464.10				
	Total	5,464.10	5,464.10	0.00	0.00	0.00	0.00

All invoices are due upon receipt. A late charge of 1.5% per month will be added to any unpaid balance after 30 days.

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Client Invoice Register

Clapsaddle-Garber Associates

Wednesday, November 29, 2017

Page 1 of 4

Date range: from: 11/01/2017 to 11/30/2017

City of Evanston

Invoice Date: 11/29/2017

Invoice Number: 36153

	Date	Billed Units	Billed Rate	Billed Amount
Construction Phase				
Time and Expense				
<u>Labor</u>				
Project Manager				
Eng-Meetings/Site Visit				
JERRY L. SHOFF	11/2/2017	3.50	101.00	353.50
Research check valve installation due to on-site issues w/ insertion On-site visit to all sites to view progress / Review installation issues w/ 42 inch valve				
JERRY L. SHOFF	11/3/2017	3.00	101.00	303.00
Met in office w/ ASU / Wilco valve rep / BW, MS & JS to review valve insertion procedures & resolve problem w/ 42 inch valve; On-site review of status w/ Tide-flex / Wilco rep of 42 inch & 24 inch valves				
JERRY L. SHOFF	11/6/2017	1.50	101.00	151.50
Review project status on-site incl. staff gage install / review infield installation of 42 inch valve / discuss problems & review possible EWO; Review status w/ Mayor / Direct MS to call ASU				
JERRY L. SHOFF	11/7/2017	1.00	101.00	101.00
Research 42 inch valve installation procedures				
JERRY L. SHOFF	11/8/2017	2.00	101.00	202.00
Met w/ staff to review options / called Mayor to "TABLE EWO" pending additional review of options & field re-measurements				
JERRY L. SHOFF	11/9/2017	1.50	101.00	151.50
Coordinate meeting w/ Wilco Rep./ ASU, Eric S. / BW, MS, DA & JS; Set up conference call w/ Tide-flex factory engineer to discuss installations procedure for Tuesday at 10:00 AM				
JERRY L. SHOFF	11/14/2017	1.50	101.00	151.50
Met w/ Tide-Flex District Rep / Conference call to Factory Engineering Manager (Patrick Platt) about remedial installation procedure / Direct Matt to set up meeting w/ Eric (ASU)				
JERRY L. SHOFF	11/15/2017	3.00	101.00	303.00
Meeting w/ Eric S. (ASU), MS & BW / Reviewed Pay Estimate submitted by ES of ASU / Prepared Payment Application and letter for City				
Eng-Observation				
WILLIAM N. WRIGHT	11/2/2017	0.50	101.00	50.50
Discuss issues with 42" valve installation with Matt and Jerry				
WILLIAM N. WRIGHT	11/3/2017	1.00	101.00	101.00
Meet with Tideflex rep, Jerry, contractor and Matt Shindel to discuss issues wth installation of 42" check valve				
WILLIAM N. WRIGHT	11/7/2017	1.50	101.00	151.50
Meeting with contractor, review of change order #1				
WILLIAM N. WRIGHT	11/8/2017	0.70	101.00	70.70
Discuss options for installation problem with Jerry and Matt S				
WILLIAM N. WRIGHT	11/9/2017	0.30	101.00	30.30
Coordination with valve manufacturer rep for meeting to discuss project				
WILLIAM N. WRIGHT	11/14/2017	2.00	101.00	202.00
Meet with Red Valve rep to discuss options for resolving the 42" valve problems				
WILLIAM N. WRIGHT	11/16/2017	0.20	101.00	20.20

Client Invoice Register

Clapsaddle-Garber Associates

Wednesday, November 29, 2017

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Date range: from: 11/01/2017 to 11/30/2017

City of Evansdale

Invoice Date: 11/29/2017

Invoice Number: 36153

	Date	Billed Units	Billed Rate	Billed Amount
Followup with part replacement order and contractor work schedule				
Employee type total				2,343.20
Project Engineer				
Eng-Meetings/Site Visit				
MATTHEW J. SCHINDEL	11/14/2017	2.00	90.00	180.00
meeting with rep and discussion with the factory. meeting with Jerry and Bill to see what we can do to remedy situation				
MATTHEW J. SCHINDEL	11/15/2017	1.50	90.00	135.00
Met with contractor to discuss the meeting with the factory and the sales rep; checked Beth's pay application to the city				
MATTHEW J. SCHINDEL	11/16/2017	1.00	90.00	90.00
Elk run creek discussions on 42" pipe				
Eng-Observation				
MATTHEW J. SCHINDEL	11/1/2017	1.00	90.00	90.00
Site visit and discussion with Erik Stansbery				
MATTHEW J. SCHINDEL	11/2/2017	4.00	90.00	360.00
Construction Observation. Meeting with contractor about 42" check valve that does not fit in the pipe. Set up meeting with TideFlex. Walked Jerry through each site.				
MATTHEW J. SCHINDEL	11/3/2017	5.50	90.00	495.00
Meeting with contractor, meeting with TideFlex Rep. On site discussions over valve issues. multiple solutions created. talked to the contractor about the solutions.				
MATTHEW J. SCHINDEL	11/7/2017	6.00	90.00	540.00
Meeting with Erik Stansbery about change order. Created change order in the morning, met with Erik, discussed options with Jerry and Bill. Field visit to verify situation at the 42. Measured all necessary dimensions. roughly 3 Hrs				
MATTHEW J. SCHINDEL	11/8/2017	4.00	90.00	360.00
Meetings and discussions on what our options are on the 42" check valve. On site measurements with Ryan to confirm my measurements were correct.				
MATTHEW J. SCHINDEL	11/10/2017	1.00	90.00	90.00
Discussion with Bill and Jerry on meeting times with Shawn and the factory to discuss options on functionality of valve if left in place. Talked to erik stansbery about what we are planning on doing and having him come to the meeting				
Employee type total				2,340.00
Licensed Land Surveyor(PLS)				
Survey				
AARON L. MUELLER	10/23/2017	0.50	95.00	47.50
staff gage chk discussions				
AARON L. MUELLER	11/7/2017	1.00	95.00	95.00
met with JS & MS regarding measurement of pipe; tracked down ladder for manhole enterence				
AARON L. MUELLER	11/9/2017	0.50	95.00	47.50
follow up on solution to valve				
Employee type total				190.00

Client Invoice Register

Clapsaddle-Garber Associates

Wednesday, November 29, 2017

Page 3 of 4

Date range: from: 11/01/2017 to 11/30/2017

City of Evansdale

Invoice Date: 11/29/2017

Invoice Number: 36153

	Date	Billed Units	Billed Rate	Billed Amount
Field Engineer				
Eng-Observation				
RYAN J. FISCHER	11/8/2017	2.50	83.00	207.50
Retrieved personal ladder, inspected 42" valve w Matt S. and Daryl				
			Employee type total	207.50
Engineering Technician II				
Eng-Observation				
KASEY N. WESTLEY	11/7/2017	3.00	55.00	165.00
42" Pipe Measurements w MS				
Survey-Staking				
KASEY N. WESTLEY	10/23/2017	0.50	55.00	27.50
Stakeoutt File/CTRL for Staff Guage Check				
KASEY N. WESTLEY	10/25/2017	1.70	55.00	93.50
Check shots on Staff guage				
			Employee type total	286.00
			Labor total	5,366.70
Expense				
Light Duty Truck Mileage	10/25/2017	26.00	0.60	15.60
Silverado				
Light Duty Truck Mileage	11/1/2017	24.00	0.60	14.40
Sierra				
Light Duty Truck Mileage	11/2/2017	25.00	0.60	15.00
Sierra				
Light Duty Truck Mileage	11/2/2017	25.00	0.60	15.00
Sierra				
Light Duty Truck Mileage	11/3/2017	25.00	0.60	15.00
Sierra				
Light Duty Truck Mileage	11/7/2017	29.00	0.60	17.40
KNW				
Total Station/Trimble Equip.	10/25/2017	0.50	10.00	5.00
KNW				
			Vendor total	97.40
			Expense total	97.40
			Phase total	5,464.10
			Total	5,464.10
			Project total	5,464.10

Client Invoice Register

Clapsaddle-Garber Associates

Date range: from: 11/01/2017 to 11/30/2017

Wednesday, November 29, 2017

Page 4 of 4

Invoice total	<u>5,464.10</u>
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Clapsaddle-Garber Associates
 PO Box 754
 Marshalltown, IA 50158-0754
 641-752-6701

City of Evansdale
 DeAnne Kobliska
 City Hall
 123 North Evans Dr
 Evansdale, IA 50707

Invoice number 36154
 Date 11/29/2017
 Project **765-11 Levee Maintenance - Evansdale 2017**

For Professional Services After 08/19/2017 to 11/18/2017

Review

Professional Fees

	Hours	Rate	Billed Amount
JERRY L. SHOFF	4.00	101.00	404.00

Invoice total **404.00**

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
36154	11/29/2017	404.00	404.00				
	Total	404.00	404.00	0.00	0.00	0.00	0.00

All invoices are due upon receipt. A late charge of 1.5% per month will be added to any unpaid balance after 30 days.

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Client Invoice Register

Clapsaddle-Garber Associates

Wednesday, November 29, 2017

Date range: from: 11/01/2017 to 11/30/2017

Page 1

City of Evansdale

Invoice Date: 11/29/2017

Invoice Number: 36154

	Date	Billed Units	Billed Rate	Billed Amount
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Review

Time and Expense

Labor

Project Manager

Eng-Meetings/Site Visit

JERRY L. SHOFF	11/6/2017	4.00	101.00	404.00
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Prepare for & attend USACorp of Engr. required Levee Inspection. Review last year's report & follow-up on pipe culvert in levee from orig. plans

Employee type total	404.00
Labor total	404.00
Phase total	404.00
Total	404.00
Project total	404.00
Invoice total	404.00



Clapsaddle-Garber Associates
 PO Box 754
 Marshalltown, IA 50158-0754
 641-752-6701

City of Evansdale
 DeAnne Kobliska
 City Hall
 123 North Evans Dr
 Evansdale, IA 50707

Invoice number 36155
 Date 11/29/2017

Project **922C-16 River Forest Road Levee Trail
 Construction Phase**

For Professional Services After 10/21/2017 to 11/18/2017

TAP-U-2432(612)--8I-07

Construction Engineering Services
 Professional Fees

	Hours	Rate	Billed Amount
AARON L. MUELLER	1.00	95.00	95.00
KASEY N. WESTLEY	0.50	55.00	27.50
RYAN J. FISCHER	11.00	83.00	913.00
Phase subtotal			1,035.50

Invoice total **1,035.50**

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
36155	11/29/2017	1,035.50	1,035.50				
	Total	1,035.50	1,035.50	0.00	0.00	0.00	0.00

All invoices are due upon receipt. A late charge of 1.5% per month will be added to any unpaid balance after 30 days.

CGA gladly accepts payment by Visa and/or Mastercard without charge if paid within 10 days of the date of the invoice. A 2.5% convenience fee shall be added to the total invoiced amount if payment is made by credit card after 10 days of the date of the invoice.

Client Invoice Register

Clapsaddle-Garber Associates

Wednesday, November 29, 2017

Page 1

Date range: from: 11/01/2017 to 11/30/2017

City of Evansdale

Invoice Date: 11/29/2017

Invoice Number: 36155

	Date	Billed Units	Billed Rate	Billed Amount
Construction Engineering Services				
Time and Expense				
Labor				
Licensed Land Surveyor(PLS)				
Eng-Administration				
AARON L. MUELLER	11/9/2017	1.00	95.00	95.00
follow up on change order submittal to IaDOT				
			Employee type total	95.00
Field Engineer				
Eng-Administration				
RYAN J. FISCHER	11/8/2017	0.50	83.00	41.50
Drivethrough to check on punchlist status				
RYAN J. FISCHER	11/9/2017	1.50	83.00	124.50
Call from DOT re change order, revised change order				
RYAN J. FISCHER	11/13/2017	3.80	83.00	315.40
Change order revisions, emails to dot and contractor				
RYAN J. FISCHER	11/14/2017	3.20	83.00	265.60
Emails to DOT, contractor re change order				
RYAN J. FISCHER	11/15/2017	2.00	83.00	166.00
Closeout docs				
			Employee type total	913.00
Engineering Technician II				
Eng-Administration				
KASEY N. WESTLEY	11/9/2017	0.50	55.00	27.50
Change Order #1 Rev for RF				
			Employee type total	27.50
			Labor total	1,035.50
			Phase total	1,035.50
			Total	1,035.50
			Project total	1,035.50
			Invoice total	1,035.50



Clapsaddle-Garber Associates
 PO Box 754
 Marshalltown, IA 50158-0754
 641-752-6701

City of Evansdale
 DeAnne Kobliska
 City Hall
 123 North Evans Dr
 Evansdale, IA 50707

Invoice number 36156
 Date 11/29/2017

Project **1668 2017 Street Maintenance & Patching - Evansdale**

For Professional Services After 10/21/2017 to 11/18/2017

Description	Contract Amount	Percent Complete	Total Earned	Prior Billed	Current Billed
Survey, Plan Preparation, & Bid Documents	21,305.25	100.00	21,305.25	21,305.25	0.00
Bid Letting	1,726.75	100.00	1,726.75	1,726.75	0.00
Construction Staking	3,973.10	100.00	3,973.10	1,589.24	2,383.86
Project Close-Out	2,794.90	0.00	0.00	0.00	0.00
Total	29,800.00	90.62	27,005.10	24,621.24	2,383.86

Invoice total **2,383.86**

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
36156	11/29/2017	2,383.86	2,383.86				
	Total	2,383.86	2,383.86	0.00	0.00	0.00	0.00

All invoices are due upon receipt. A late charge of 1.5% per month will be added to any unpaid balance after 30 days.

CGA gladly accepts payment by Visa and/or Mastercard without charge if paid within 10 days of the date of the invoice. A 2.5% convenience fee shall be added to the total invoiced amount if payment is made by credit card after 10 days of the date of the invoice.



Clapsaddle-Garber Associates
 PO Box 754
 Marshalltown, IA 50158-0754
 641-752-6701

City of Evansdale
 DeAnne Kobliska
 City Hall
 123 North Evans Dr
 Evansdale, IA 50707

Invoice number 36157
 Date 11/29/2017

Project **1664-CF 2017 Streets Rehabilitation - Evansdale**

For Professional Services After 10/21/2017 to 11/18/2017

Description	Contract Amount	Percent Complete	Total Earned	Prior Billed	Current Billed
Preliminary Planning & Cost Estimating	5,800.00	100.00	5,800.00	5,800.00	0.00
Lafayette Road (West) Design & Drawings	21,000.00	100.00	21,000.00	21,000.00	0.00
Evans Road Design & Drawings	46,500.00	100.00	46,500.00	46,500.00	0.00
Roosevelt Road Design & Drawings	22,300.00	100.00	22,300.00	22,300.00	0.00
Lawrence Avenue Design & Drawings	7,000.00	100.00	7,000.00	7,000.00	0.00
Feldt Avenue Design & Drawings	7,000.00	100.00	7,000.00	7,000.00	0.00
Bid Package & Letting	6,100.00	100.00	6,100.00	6,100.00	0.00
Total	115,700.00	100.00	115,700.00	115,700.00	0.00

Construction Phase Services

Professional Fees

	Hours	Rate	Billed Amount
Project Manager	8.00	101.00	808.00
Engineering Technician II	7.90	55.00	434.50

Expenses

	Units	Rate	Billed Amount
Light Duty Truck Mileage	40.00	0.60	24.00
Personal Vehicle Mileage	59.00	0.60	35.40
Cylinder Breaks	1.00	25.00	25.00
Discarded Spare Cylinders	1.00	15.00	15.00

Phase subtotal 1,341.90

Invoice total **1,341.90**

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
36157	11/29/2017	1,341.90	1,341.90				
	Total	1,341.90	1,341.90	0.00	0.00	0.00	0.00

All invoices are due upon receipt. A late charge of 1.5% per month will be added to any unpaid balance after 30 days.

CGA gladly accepts payment by Visa and/or Mastercard without charge if paid within 10 days of the date of the invoice. A 2.5% convenience fee shall be added to the total invoiced amount if payment is made by credit card after 10 days of the date of the invoice.

RESOLUTION 6171

A RESOLUTION DIRECTING THE ASSESSMENT OF UNPAID WEED, MOWING AND/OR YARD CLEAN-UP FEES FOR THE CALENDAR YEAR ENDING DECEMBER 31, 2017.

WHEREAS, the City Clerk has on file a schedule of lots, tracts and parcels of ground to be assessed for nonpayment of weed, mowing and/or yard clean-up fees; and

WHEREAS, the City Council deems the attached schedule of proposed assessments to be proper and that such assessment should be made.

NOW THEREFORE, BE IT RESOLVED, by the Evansdale City Council of the City of Evansdale, Iowa, that:

1. The properties and persons listed in the attached Exhibit "A" are hereby assessed a special tax for nonpayment of outstanding weed, mowing and/or yard clean-up fees.
2. The City Clerk shall certify such assessments and tax to the Black Hawk County Treasurer, to be placed upon the tax books and collected together with interest and penalty after due, in the same manner as other unpaid taxes.

PASSED AND APPROVED THIS 5TH DAY OF DECEMBER 2017.

ATTEST:

Doug Faas, Mayor

DeAnne Kobliska, City Clerk

CERTIFICATE

I, DeAnne Kobliska, City Clerk of the City of Evansdale, State of Iowa, do hereby certify that the preceding is the true and complete copy of Resolution 61XX as passed and adopted by the City Council of the City of Evansdale, Iowa, on the 5th day of December, 2017. Witness my hand and seal of office this _____ day of _____ 2017.

DeAnne Kobliska, City Clerk

2017 MOW/CLEAN-UP ASSESSMENTS								
DEED HOLDER	CONTRACT BUYER	ADDRESS	PARCEL #	INVOICE DATE	MOW & CLEAN UP	ADMINN FEE	ASSESS FEE	TOTAL
WALKER, KAREN	N/A	1026 CENTRAL AVE.	8812-06-227-002	09/07/2017	442.00	25.00	2.50	\$469.50
BENSEN, WILLIAM & SANDRA	N/A	125 ELDENE CT.	8912-33-402-024	05/25/2017	211.00	25.00	2.50	\$238.50
PEARCE, KIMBERLY	N/A	610 HOME ACRES AVE.	8912-32-376-011	05/25/2017	211.00	25.00	2.50	\$238.50
PEARCE, KIMBERLY	N/A	610 HOME ACRES AVE.	8912-32-376-011	07/26/2017	211.00	25.00	2.50	\$238.50
TOTAL								\$1,185.00

RESOLUTION 6172

A RESOLUTION OF THE EVANSDALE CITY COUNCIL ESTABLISHING LOCATIONS FOR TRAFFIC CONTROL DEVICES AND ZONES, INCLUDING STOP SIGNS, YIELD SIGNS, AND NO PARKING ZONES.

WHEREAS, Chapter 61 of the Evansdale Municipal Code of Ordinances provides that the Evansdale City Council shall establish by Resolution the location of appropriate traffic control devices and zones, and direct that such traffic control devices be placed and maintained; and

WHEREAS, a list of such locations and zones has been prepared by council direction complying with all of the requirements in the Evansdale Municipal Code of Ordinances, and

WHEREAS, the designated location of all such traffic control devices is set forth in Resolution 3923.

NOW, THEREFORE, BE IT RESOLVED by the Evansdale City Council hereby amends Resolution 3923 by establishing and adding the traffic control devices and zones set forth below and directs they be placed and maintained in accordance with the Evansdale Municipal Code of Ordinances.

- I. **SPECIAL STOPS REQUIRED.** Every driver of a vehicle shall stop in accordance with the following:

Feldt Avenue and Lawrence Avenue. Vehicles traveling West on Feldt Avenue shall stop at intersections of Feldt and Lawrence Avenues.

PASSED AND APPROVED THIS 5TH DAY OF DECEMBER 2017.

ATTEST:

Doug Faas, Mayor

DeAnne Kobliska, City Clerk

RESOLUTION 6173

A RESOLUTION OF THE EVANSDALE CITY COUNCIL OF THE CITY OF EVANSDALE, IOWA APPROVING FINAL PLANS, SPECIFICATIONS, AND FORM OF CONTRACT CONCERNING THE ANGELS ISLAND BRIDGE PROJECT AND ACCEPTING THE LOW BID OF PETERSON CONTRACTORS, INC FOR SAID PROJECT

WHEREAS, the City of Evansdale intends to contract for the construction of the bridge; and

WHEREAS, a public hearing to receive comments from the public for or against the said project, was held at a regular city council meeting on December 5, 2017, the notice for said hearing is on file; and

WHEREAS, sealed bids were accepted, reviewed, and tabulated by Clapsaddle-Garber Associates on behalf of the City for the Angels Island Bridge Project; and

WHEREAS, the City Engineer has reviewed said tabulation of bids and recommends acceptance and award of a contract to the low bidder, Peterson Contractors, Inc.; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Evansdale, Iowa approves the final plans, specifications, and form of contract for said project.

BE IT FURTHER RESOLVED that the City Council of the City of Evansdale accepts the low base bid of Peterson Contractors, Inc. of Reinbeck, Iowa in the amount of \$149,302.50 and \$_____ for decking alternate_____ and \$_____ for railing alternate_____ and award said contract.

BE IT FURTHER RESOLVED, that the City Council of the City of Evansdale authorizes the Mayor, on behalf of the City of Evansdale, to sign a contract between the City and Peterson Contractors, Inc. subject to contractor providing acceptable Insurance Certificates.

PASSED AND APPROVED THIS 5TH DAY OF DECEMBER 2017

ATTEST:

Doug Faas, Mayor

DeAnne Kobliska, City Clerk



- Civil • Environmental • Wastewater • Municipal • Water •
- Industrial • Structural • Construction Management • Transportation •
- Electrical • Land Surveying • Land Development • Insurance Claim Investigation •

Phone: (319) 266-0258
Fax: (319) 266-1515
jshoff@shoffengineering.com

November 30, 2017

Mayor Doug Faas and City Council
City of Evansdale
123 N Evans Road
Evansdale, IA 50707

**Subject: Recommendation for Award of Contract
Angels Park Pedestrian Park Bridge**

The bids for the **Angels Park Pedestrian Park Bridge** were opened and read at Evansdale City Hall, Tuesday, November 28, 2017 at 2:00 PM. Seven bids were received. There are several bid combinations for the Council and Park Board to select from. Peterson Contractors, Inc. (PCI), of Reinbeck, Iowa is the apparent low bidder for each bid selection combination. The range of bids for the Base Bid, Timber Deck and Picket Railing was \$191,625.00 to \$478,390.00.

The Engineer’s preliminary estimate for the Base Bid was \$143,000. The preliminary Engineer’s estimate for the Base Bid, Timber Deck, and Picket Railing was \$181,000.

The Council and the Park Board will need to consider their budget and their preferences for deck materials and for railing type in order to determine the bid items to be included in the contract with PCI.

We have considered bid item costs, project budget constraints, and our previous conversations with the Park Board and with the City Council concerning both budget and design preferences. With these in mind, we recommend that a contract be entered into with PCI for either of the following two alternatives:

1. Alternative #1	
Base Bid	\$149,302.50
4A - Timber Deck	18,292.50
5A - Picket Railing	<u>24,030.00</u>
Total	\$191,625.00
2. Alternative #2	
Base Bid	\$149,302.50
4A - Timber Deck	18,292.50
5B - Horizontal Railing	<u>18,954.00</u>
Total	\$187,845.00

An IPE Hardwood deck could be included with either of the above for an additional \$20,452.50, if the budget will be able to support that additional cost.

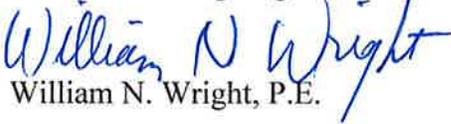
For longevity, it is recommended that a timber deck be sealed every two to three years. For IPE decking, the recommendations vary from no maintenance to sealing every 3 or 4 years. Properly maintained, a timber deck should last 20 to 30 years. The experience with extended age for well-maintained IPE decks is more limited; however a life of 40 years is probable.

After the Council awards the contract, we will be forwarding contract documents and insurance requirements to PCI. Upon receipt of the signed contract, bonds, and insurance from PCI, and signing of the contract by the Mayor, we will issue the Notice to Proceed, and work with the contractor to establish a schedule for the work.

Please contact us if you have any questions or need additional information.

Sincerely,

Shoff Consulting Engineers, LC

A handwritten signature in blue ink that reads "William N. Wright". The signature is written in a cursive style with a large, prominent "W".

William N. Wright, P.E.

Attachment: Bid Tabulation

Cc: DeAnne Kobliska, City Clerk
Jerry Shoff, P.E., L.S.

Bid Tabulation
ANGEL'S PARK PEDESTRIAN BRIDGE
 Evansdale, Iowa ~ Bid Date: November 28 at 2:00 p.m.

WORKSHEET

Bidder Address				Peterson Contractors, Inc. 104 Blackhawk St. Reinbeck, IA		Boulder Contracting 25789 N Ave. Grundy Center		Iowa Bridge & Culvert PO Box 13 Washington, IA		Don Gardner Construction 315 La Porte Rd. Waterloo, IA			
DIVISION 1 -- BASE BID													
Item #	Description	Quantity	Unit	Unit Price	Total Price	Unit Price	Addendum #2 Totals	Bidding Error	Total Price	Unit Price	Addendum #2 Totals	Bidding Error	Total Price
1	REMOVALS, EXISTING CAUSEWAY EMBANKMENT	890	CY	\$12.25	\$10,902.50	\$12.00	\$10,680.00	-	\$10,680.00	\$10.00	\$8,900.00	\$19.10	\$16,999.00
2	BOARDWALK BRIDGE SUBSTRUCTURE	1	LS	\$131,600.00	\$131,600.00	\$140,250.00	\$140,250.00	-	\$140,250.00	\$160,000.00	\$160,000.00	\$160,300.00	\$160,300.00
3	SIDEWALK, PCC, 6 INCH	85	LF	\$80.00	\$6,800.00	\$62.00	\$5,270.00	-	\$5,270.00	\$85.00	\$7,225.00	\$71.00	\$6,035.00
BASE BID TOTAL					\$149,302.50		154,750.00	\$1,450.00	\$156,200.00		\$176,125.00		\$183,334.00
DIVISION 2 -- ALTERNATIVES													
4A	TIMBER DECK, TREATED, 10 FOOT WIDTH	135	LF	\$135.50	\$18,292.50	\$175.00	\$23,625.00	-	\$23,625.00	\$175.00	\$23,625.00	\$122.72	\$16,567.20
4B	COMPOSITE DECK, 10 FOOT WIDTH	135	LF	\$349.00	\$47,115.00	\$389.00	\$52,515.00	-	\$52,515.00	\$390.00	\$52,650.00	\$328.35	\$44,327.25
4C	IPE HARDWOOD DECK, 10 FOOT WIDTH	135	LF	\$287.00	\$38,745.00	\$315.00	\$42,525.00	-	\$42,525.00	\$315.00	\$42,525.00	\$352.60	\$47,601.00
5A	RAILING, TIMBER, VERTICAL PICKETS	270	LF	\$89.00	\$24,030.00	\$102.00	\$27,540.00	-	\$27,540.00	\$90.00	\$24,300.00	\$51.63	\$13,940.10
5B	RAILING, TIMBER, HORIZONTAL RAILS	270	LF	\$70.20	\$18,954.00	\$82.00	\$22,140.00	-	\$22,140.00	\$75.00	\$20,250.00	\$48.00	\$12,960.00
5C	RAILING, CABLE, WOOD FRAME	270	LF	\$243.00	\$65,610.00	\$239.00	\$64,530.00	-	\$64,530.00	\$245.00	\$66,150.00	\$99.20	\$26,784.00
OWNER SELECTED ALTERNATE DECK COST													
OWNER SELECTED RAILING COST													
OWNER SELECTED ALTERNATIVES TOTAL													
PROJECT BID TOTAL													
Bidder Address				Cramer & Associates, Inc 3100 SW Brookside Dr. Grimes, IA				Taylor Construction, Inc 7314 Columbus St. New Vienna, IA		Tricon Construction 2245 Kerper Blvd, Ste 2 Dubuque, IA			
DIVISION 1 -- BASE BID													
Item #	Description	Quantity	Unit	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	REMOVALS, EXISTING CAUSEWAY EMBANKMENT	890	CY	\$20.00	\$17,800.00					\$25.00	\$22,250.00	\$27.00	\$24,030.00
2	BOARDWALK BRIDGE SUBSTRUCTURE	1	LS	\$157,000.00	\$157,000.00					\$159,000.00	\$159,000.00	\$406,870.00	\$406,870.00
3	SIDEWALK, PCC, 6 INCH	85	LF	\$65.00	\$5,525.00					\$150.00	\$12,750.00	\$60.00	\$5,100.00
BASE BID TOTAL					\$180,325.00						\$194,000.00		\$436,000.00
DIVISION 2 -- ALTERNATIVES													
4A	TIMBER DECK, TREATED, 10 FOOT WIDTH	135	LF	\$335.00	\$45,225.00					\$222.00	\$29,970.00	\$164.00	\$22,140.00
4B	COMPOSITE DECK, 10 FOOT WIDTH	135	LF	\$625.00	\$84,375.00					\$432.00	\$58,320.00	\$435.00	\$58,725.00
4C	IPE HARDWOOD DECK, 10 FOOT WIDTH	135	LF	\$615.00	\$83,025.00					\$359.00	\$48,465.00	\$380.00	\$51,300.00
5A	RAILING, TIMBER, VERTICAL PICKETS	270	LF	\$145.00	\$39,150.00					\$165.00	\$44,550.00	\$75.00	\$20,250.00
5B	RAILING, TIMBER, HORIZONTAL RAILS	270	LF	\$105.00	\$28,350.00					\$157.00	\$42,390.00	\$68.00	\$18,360.00
5C	RAILING, CABLE, WOOD FRAME	270	LF	\$325.00	\$87,750.00					\$311.00	\$83,970.00	\$263.00	\$71,010.00
OWNER SELECTED ALTERNATE DECK COST													
OWNER SELECTED RAILING COST													
OWNER SELECTED ALTERNATIVES TOTAL													
PROJECT BID TOTAL													



OFFICE OF AUDITOR OF STATE
STATE OF IOWA

State Capitol Building
Des Moines, Iowa 50319-0004

Telephone (515) 281-5834 Facsimile (515) 242-6134

Mary Mosiman, CPA
Auditor of State

October 24, 2017

To the Honorable Mayor and Members of the City Council:

The Office of Auditor of State is pleased to present this proposal for the audit of the financial statements of the City of Evansdale. Based upon the information available, we believe we have an excellent understanding of the scope of audit services to be provided.

The primary objective of our audit will be to render opinions on the financial statements and supplemental information of the City of Evansdale for the year ending June 30, 2018. Our audit will be conducted in accordance with U.S. generally accepted auditing standards, Government Auditing Standards and applicable standards governing audits of Federal financial assistance. We will also obtain an understanding of the City and its environment including its internal control and will provide the City with our observations and suggestions regarding internal control, operating and accounting policies and other matters worthy of management's attention.

In addition to providing audit services to the City of Evansdale, we are also able to provide valuable training and technical assistance to your staff during the course of the audit. The Office of Auditor of State is actively involved throughout the year in providing technical guidance, assistance and training to government officials, employees and auditors. Our experience in these areas and our extensive local government auditing experience would be used to assist the City of Evansdale, both currently and in subsequent years, in operating as efficiently and as effectively as possible.

We look forward to the opportunity to provide these services to the City of Evansdale. If we can provide any additional information please contact me at:

Office of Auditor of State
State Capitol Building
Des Moines, Iowa 50319
(515) 281-5834

Sincerely,

A handwritten signature in black ink, appearing to read "Andrew E. Nielsen".

Andrew E. Nielsen, CPA
Deputy Auditor of State

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Profile of the Office of Auditor of State

As with any product or service that you buy, it is important to consider quality as well as price. This is especially true in your capacity as a public official. The various laws and regulations which this office and your City operate under are designed to provide safeguards for both the citizens and the public officials. An audit must provide an adequate test of compliance with these laws and regulations to be of the greatest benefit to you and the citizens. Since governmental audits are the only audits done by this office, we are therefore very knowledgeable in this area. We believe this is acknowledged by the extensive amount of time we spend annually assisting CPA firms who may not be as familiar with these laws and regulations, governmental attorneys and private attorneys.

Since our practice consists entirely of governmental audits, we also possess a broad knowledge of practices and procedures utilized in other governmental units. This experience will be used to assist you by proposing alternative practices or procedures, where appropriate, which may be more effective or cost-efficient than those presently used by the City.

Another factor to be considered is our recognized independence. The Office of Auditor of State can ensure an impartial and completely independent view in conducting the audit because we are not dependent upon any location or area for our work and continued existence. The quality and usefulness of our audits is not affected by unusually or artificially low fees. This independence is recognized by the citizens, which provides additional assurances as to the proper conduct of public affairs.

The Office of Auditor of State is one of the largest audit organizations within the State of Iowa, with a professional staff of 109 individuals, including 30 Certified Public Accountants. The goal of our office is:

- (1) to provide effective, independent, cost efficient audits of governmental units in a timely manner; and
- (2) to inform the taxpayers and other interested parties of the financial stewardship, legal compliance, and efficiency and effectiveness of the operation of government while providing recommendations and management assistance to increase the accountability and responsiveness of government.

To accomplish this, the office is organized into three divisions, as follows:

Financial Audit Division - Responsible for audits of all State agencies, cities, counties, schools, public hospitals, colleges and universities and various Federal programs under direct contract with the Federal government or as part of the single audit concept.

Performance Investigation Division - Responsible for performance audits of State agencies and State universities, responds to legislative requests for evaluations of State government programs and investigates suspected fraud and misappropriations involving State and local government funds.

Administration Division - Responsible for computer support, printing services, personnel policies, employee training and other administrative and accounting support.

In addition to the Administrative Office in Des Moines, the Office of Auditor of State currently maintains area offices in Ames and Iowa City. These offices are supervised by Managers who, in addition to their responsibilities for designated audit engagements, provide valuable assistance to government officials and other individuals to achieve effective, efficient government.

The Financial Audit Division consists of 91 individuals, including 27 Certified Public Accountants, classified as follows:

Deputy	1
Directors/Managers	11
Senior Auditor IIs	15
Senior Auditors	8
Staff Auditors	17
Assistant Auditors	38
Support Staff	<u>1</u>
Total	<u>91</u>

The Financial Audit Division has been instrumental in the Office of Auditor of State achieving its position as a recognized leader in improving the quality of governmental audits throughout the State. We actively cooperate and participate in the Positive Enforcement Program of the Iowa Accountancy Examining Board designed to identify and correct substandard audit work by Certified Public Accounting firms.

In addition, the Office of Auditor of State annually prepares sample audit report formats, including financial statements, supplemental information and statutory compliance comments. These sample reports are prepared to assist CPA firms in complying with applicable professional and statutory requirements. At the request of the Iowa Society of Certified Public Accountants, these are presented at training sessions each year to update auditors and answer their questions regarding governmental audits. Topics include audit report presentation, the Code of Iowa, legislative updates, Federal audit requirements, internal control and many more. Our position as the leading authority on Iowa governmental audits remains unchallenged.

The Office of Auditor of State is registered as a firm with the Iowa Accountancy Examining Board.

Professional Service Team

The most important aspect in serving audit clients is the people assigned to provide the service. The personnel assigned to this engagement will be those individuals who have experience, demonstrated ability and specialized skills required for satisfactory completion of your service requirements. Brief descriptions of the functions and responsibilities of the individuals associated with this engagement and their qualifications are as follows:

Deputy Auditor of State - Andy Nielsen is the Deputy Auditor of State for the Financial Audit Division and has ultimate responsibility for the audit engagement.

He keeps abreast of developments within the governmental area to ensure that services are responsive to the changing environment and requirements that governmental units operate in. Specifically, he determines the content of the auditor's report and is responsible for ascertaining that office and professional standards have been complied with throughout the engagement. In addition, he directs the activities of the audit team, reviews the audit results and conclusions and keeps abreast of the client's activities and plans and is also available for consultation with the Manager throughout the audit engagement.

Mr. Nielsen is a Certified Public Accountant who graduated from the University of Northern Iowa in 1975. He then worked for the accounting firm of McGladrey, Hendrickson and Co., until joining this office in 1981.

As Deputy Auditor of State in charge of the Financial Audit Division, he is involved in approximately 200 audits annually.

He is a member of the American Institute of Certified Public Accountants, the Iowa Society of Certified Public Accountants and the Association of Government Accountants.

Manager – Tammy Hollingsworth will be the Manager and participates in developing the audit programs, and selecting and assigning personnel. She is responsible for the day-to-day supervision of staff personnel in specific areas of the audit engagement and for the in-depth review of all working papers and reports. She is also available to provide additional limited auditing assistance to the City throughout the year, as requested.

Ms. Hollingsworth is a Certified Internal Auditor who graduated from Buena Vista University and joined our staff in 1999. Since that time, she has participated on approximately 200 governmental audits including counties, cities and State agencies.

In-charge Auditor – Kelly Hilton will be the in-charge auditor who assists in the development of the audit plan and is responsible for directing the day-to-day performance of that plan. She is responsible for ensuring the report and working papers are complete and accurate. She also has the responsibility to discuss all auditing and accounting problems with the Manager and to obtain the Manager's concurrence with conclusions.

Ms. Hilton graduated from the University of Northern Iowa and joined our staff in 2008. Since that time, she has participated on approximately 50 governmental audits, including audits of cities, counties and other governmental entities. The city audits she has participated on include Coggon, Hazleton, Evansdale and Independence.

Assistant Auditors - Assistant auditors will be assigned as necessary to perform assigned audit tasks as directed by the in-charge auditor. The staff would include those who have previous experience with your City or one of the other cities.

Other Resources - All of our staff have experience in the application of the standards included in Government Auditing Standards and applicable standards governing audits of Federal financial assistance, as well as U.S. generally accepted auditing standards. In addition, many of our staff have experience in auditing cities. These auditors would be consulted as necessary to effectively perform this engagement.

Independence - The individuals listed above and any assistant auditors assigned, as necessary, to this engagement will be independent of the City of Evansdale as defined by U.S. generally accepted auditing standards and Government Auditing Standards, issued by the Comptroller General of the United States.

Policy on Notification of Personnel Changes - We will immediately notify the City of any changes in key personnel assigned to this engagement.

Quality Control - The Financial Audit Division is subject to quality control reviews by the Administration Division.

The Office of Auditor of State is also a participant in the National State Auditor's Association quality control review program and has successfully completed quality control reviews of audits issued during the years ended June 30, 1998, 2001, 2004, 2007, 2010, 2013 and 2016.

Our most recent peer review report and letter of comment can be located on our website at <https://auditor.iowa.gov>.

The Office of Auditor of State nor any of its employees have been subject to litigation or referred to the Iowa Accountancy Board.

Continuing Professional Education - Continuing education is of great importance as it forms the foundation for high quality work and provides assurance that the staff will have the knowledge required to fulfill assigned responsibilities. The office's continuing education requirements are in accordance with Government Auditing Standards. Training consists of seminars or workshops relating to government auditing, accounting and related topics. Staff are given training commensurate with their experience and work assignments.

Staff and Workspace Requirements - The in-charge and the assistants on the audit will require workspace at the City. They will request client assistance as necessary and will work with the City in the timing of this assistance.

Scope and Objectives of the Audit

The primary objective of our audit will be to render opinions on the basic financial statements and supplemental information of City of Evansdale for the year ending June 30, 2018. Our audit will be conducted in accordance with U.S. generally accepted auditing standards, Government Auditing Standards, and applicable standards governing audits of Federal financial assistance. Accordingly, the audit will include such tests of the accounting records and such other auditing procedures as we consider necessary in the circumstances.

Although the primary objective of an audit is to provide independent assurance that financial results are presented fairly and objectively and the federal program(s) were administered properly, if applicable, other benefits will result as a part of our audit. At the conclusion of our field work, we will hold an exit conference with applicable City officials to discuss our observations and suggestions regarding internal control, operating and accounting policies and other matters worthy of management's attention. These discussions will be based on first-hand observations made by our understanding of the City and its environment, including its internal control.

We will tailor the scope of our audit according to the strengths in the system of internal controls existing at the City of Evansdale. Under our approach, we will obtain an understanding of the City and its environment, including its internal control. The design of relevant policies and procedures will also be evaluated to determine whether these relevant policies and procedures have been implemented and to determine further audit procedures to be performed. The results of our procedures and our recommendations, if any, will be communicated to applicable City officials in accordance with professional standards. Any findings meeting the definition of significant deficiencies and/or material weaknesses as defined by applicable professional standards will be included within the audit report, as required.

We will assess control risk for relevant financial statement assertions related to each significant account balance or transaction class, including those relating to overall compliance with laws and regulations that have a direct and material effect on the financial statements. Our evaluation procedures should provide management with some excellent suggestions for improving operating procedures.

Timing of Work

We anticipate performing fieldwork for the audit of the year ending June 30, 2018 during the month of December 2017, with approximately 215 hours of fieldwork and review. Report preparation and office review will be performed with completion and delivery of a mutually-agreed number of copies of the final report and an electronic copy by March 31, 2019.

Professional Fees

The Code of Iowa recognizes the public interest is best served when a complete audit is conducted. A complete audit, or desirable assistance to public officials, may not result when an auditor is influenced, even subconsciously, by the inability to be fairly compensated for necessary work.

We are very aware of the need to be cost efficient in our audits and to equitably bill for our services. Our fees are based upon the time spent on an engagement at hourly rates currently ranging from \$51.50 to \$96.50 per hour, depending on the level of experience and training of the individual assigned. These same hourly rates would be billed for technical assistance. We also bill for out-of-pocket expenses, at cost, and for the statutory filing fee. It is our practice to submit for payment one bill upon completion and release of the audit report. However, if you prefer, we can submit progress billings.

Our hourly rates by staff classification are as follows:

Director/Manager	\$96.50-78.75
Senior Auditor II	70.00
Senior Auditor	61.25
Staff Auditor	54.25
Assistant Auditor	51.50

While these hourly rates may change from year to year, any changes in the hourly rates will not affect the total fees proposed by year.

Based upon the information available, we estimate the cost to perform the audit for the year ending June 30, 2018, will not exceed the following, except as specifically agreed by the City of Evansdale and the Office of the Auditor of State.

Estimated hours	215
Estimated fee	\$ 12,900
Estimated out-of-pocket expenses	<u>1,425</u>
Total	<u>\$ 14,325</u>

These estimates do not include the required filing fee of \$425 as provided for under Iowa Code section 11.5, subsection 10.

The estimate above does not include the cost of a Single Audit, if required. If it is determined a Single Audit in accordance with Office of Management and Budget (OMB) Uniform Guidance is required, an additional estimate will be provided. The estimate also does not include the Evansdale Municipal Waterworks audit.

In addition to performing an audit of the City of Evansdale's financial statements and its compliance with laws and regulations, the Office of Auditor of State routinely provides management advisory services, including technical assistance, staff consultation and assistance with procedural matters, such as reconciliations of various accounting records. We believe that these are important services that can provide both a current and a continuing benefit to the City, and we provide these services at the same hourly rates previously noted. The extent to which these services are necessary or desirable is largely dependent upon your decision to utilize the resources that we can provide for the benefit of your City.

We recognize that the City may be able to contract for this audit at a lower fee. However, as previously stated, we believe that the Office of Auditor of State is the leading authority to help assure the proper conduct of City affairs, which is the ultimate obligation of all City officials. We would fulfill our joint responsibilities in the most cost-effective manner possible.

Thank you for your consideration.

AEN/dld

AGREEMENT BETWEEN

CITY OF EVANSDALE

AND

MARY MOSIMAN, CPA

AUDITOR OF STATE

THIS AGREEMENT made and entered into this 24th day of October 2017 by and between City of Evansdale, hereinafter called CITY and Mary Mosiman, CPA, Auditor of State hereinafter called "CPA."

WHEREAS, the CITY wishes to obtain the services of the CPA to perform the annual audit required by Section 11.6, Code of Iowa, for the year ending June 30, 2018 and

WHEREAS, the CPA is equipped and staffed to assist in the above audit; and

WHEREAS, this agreement is in the public interest in fulfilling the requirements of Chapter 11 of the Code of Iowa.

NOW, THEREFORE, BE IT UNDERSTOOD AND AGREED:

1. That the CPA will:
 - A. Provide auditors of various classifications and for estimated hours as detailed in 2.A of this agreement
 - . Begin work on the audit engagement as specifically agreed upon with the CITY.
 - C. Perform all work in accordance with U.S. generally accepted auditing standards, Government Auditing Standards and applicable federal requirements.
 - D. Immediately inform the CITY, the Auditor of State and the County Attorney if the audit discloses any irregularity in the collection or disbursement of public funds.
 - E. Provide access to the working papers to any appropriate federal agencies for the period of time specified in relevant agreements entered into by the CITY.
 - F. Provide access to the working papers to the Auditor of State in accordance with Chapter 11 of the Code of Iowa.

2. Conditions of Payment:

- A. It is understood that the fees for the services set forth above shall be reimbursed at the following hourly rates:

Classification	Estimated Hours	Estimated Hourly Rate
Manager	25	78.25
Senior	80	61.25
Staff	60	54.25
Assistant	50	51.50

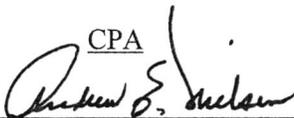
While these hourly rates may change from year to year, any changes in the hourly rates will not affect the total fees proposed by year.

- B. The CPA shall present an invoice for services in the following manner:
One invoice upon release of the report.
- C. Payment shall be made within 30 days of receipt of invoice.
- D. The total reimbursement shall not be for more than \$14,325 for the year ending June 30, 2018, unless mutually agreed upon by the CITY and the Auditor of State.

3. Termination of Agreement:

- A. The CITY may terminate this contract without notice if the CPA fails to perform the covenants or agreements contained herein, or may terminate, with 30 days' notice prior to start of fieldwork.
- B. The CPA shall be paid for all work satisfactorily performed to the date of termination.

IN WITNESS THEREOF, the CITY and CPA have executed this AGREEMENT as of the date indicated below:

By: 
Title: Deputy Auditor of State
Date: October 24, 2017

CITY OF EVANSDALE
BY: _____
Title: _____
Date: _____

PROPOSAL FOR AUDITS

CITY OF EVANSDALE

**FOR THE YEARS ENDING
JUNE 30, 2018 - 2020**

PRESENTED BY:

HOGAN • HANSEN

A Professional Corporation

Certified Public Accountants and Consultants

**2750 1st Avenue NE Ste 150
Cedar Rapids, IA 52402
(319) 366-8267
November 6, 2017**

Accountants with Personality

Proposal for Audits of the City of Evansdale

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HOGAN • HANSEN

A Professional Corporation

Certified Public Accountants and Consultants

November 6, 2017

City of Evansdale
123 N Evans Rd
Evansdale, IA 50707

Thank you for the opportunity to provide the City of Evansdale with this proposal for audit services. We have included our standard, complete proposal which addresses the requirements of your request for proposal.

If you have any questions, please contact us.

Sincerely,



Kevin L. Ballard, CPA

Encs.

Proposal for Audits of the City of Evansdale

Hogan - Hansen: Firm Profile

Hogan - Hansen is a professional corporation rendering services as a certified public accounting firm to clients under the laws of the state of Iowa. The firm is a nine-office firm licensed in the state of Iowa. Offices are maintained at the following locations:

120 East State Street, Algona, IA 50511
1601 Golden Aspen Drive, Suite 107, Ames, IA 50010
303 East Main Street, Belmond, IA 50421
209 Franklin Street, Cedar Falls, IA 50613
2750 First Avenue, NE, Suite 150, Cedar Rapids, IA 52402
507 Main Avenue, Clear Lake, IA 50428
605 East J Street, Suite 300, Forest City, IA 50436
200 North Adams Avenue, Mason City, IA 50401
3128 Brockway Road, Waterloo, IA 50701

Hogan - Hansen participates in the Peer Review Program of the American Institute of Certified Public Accountants (AICPA) and has established quality control procedures in accordance with the standards set by that program. Our firm has participated successfully in the Peer Review Program for over 30 years. Our most recent peer review is included in Exhibit C and reflects an unmodified opinion which places us among the top accounting firms in the United States that participate in the Peer Review Program.

Our firm is a member of the G400 which is a group within the AICPA of firms ranking in size from 101st to 500th of the largest CPA firms in the United States.

All professional staff of the firm have met the AICPA, Iowa Accountancy Examining Board and Government Auditing Standards continuing professional education requirements. The firm is also in compliance with all of the Iowa Accountancy Examining Board's requirements for practicing certified public accounting firms. Partners and managers attend governmental auditing update courses each year sponsored by the Auditor of State's office and the Iowa Society of CPA's. Our firm is one of a few in the state of Iowa that have significant, specialized experience auditing governmental entities such as school districts.

Audit and accounting work for your organization will be performed by our Cedar Rapids, Iowa, office. This office can furnish sufficient staff to perform the services in a timely manner. However, staff from other offices may be used based upon the timing of the audit.

Generally accepted auditing standards require that an auditor and an auditee be independent. Specific standards are required to be met for the two to be independent of each other. Hogan - Hansen meets those standards with respect to your organization.

Proposal for Audits of the City of Evansdale

Qualifications

Recent Experience

In order for you to evaluate our background, we have provided a listing of experience which we consider relevant to these professional services in Exhibit A. We possess a complete understanding of your needs from our significant experience in providing audit and accounting services to governmental entities. The staff who will be involved in the majority of the audit have all attended continuing education courses concentrating on governmental audits.

Professionals

The following is a listing of professionals with experience in governmental auditing or accounting. The resumes of the audit team are attached in Exhibit B. All are available for consultation with your staff. All of our staff meet our professional standards with respect to being independent of your organization. We reserve the right to substitute staff assigned to your audit as needed.

Jennifer Decker - Engagement Manager
Shawna Bornholdt - Audit Manager
Eric Hanna - Audit Senior
Alysha Patterson - Audit Staff
Skye Kanne - Audit Staff

The person most responsible for your audit and accounting services will be Jennifer Decker. Jennifer is an audit manager and has over 10 years of governmental auditing experience. She will work closely with both your organization and with our audit team. She will be the main contact person for our firm with your organization. Jennifer will oversee our staff during the completion of fieldwork. She will also perform one of the levels of review of your audit reports.

Shawna Bornholdt is an audit manager. She has over ten years of experience in governmental accounting and auditing. Significant amounts of her time will be spent monitoring progress of the audit fieldwork, conducting detailed work paper reviews and performing the initial review of your audit reports.

Eric Hanna is an audit senior who has experience in governmental accounting and audit fieldwork. He will perform audit fieldwork at your offices.

Alysha Patterson is an audit assistant who has experience with governmental accounting and auditing. She will perform audit fieldwork at your offices.

Skye Kanne is an audit assistant who has experience with governmental accounting and auditing. She will perform audit fieldwork at your offices.

Proposal for Audits of the City of Evansdale

Audit Quality Control

Our firm's quality controls, which ensure audits are performed in accordance with professional standards, have placed us among the top accounting firms in the nation. Your audit will be planned by an audit supervisor. Staff assigned to the audit will be monitored during fieldwork by the audit supervisor. Our audit manager will conduct a detailed review of the audit work papers and the financial statements. An audit partner will perform a second review of your financial statements and portions of the supporting work papers. Finally, a cold review of the audit report is performed by another partner prior to its being issued. We believe our commitments to excellence and exceeding our clients' expectations are firmly demonstrated in our thorough review process.

Scope of Service and Proposed Project Schedule

Our audit will be conducted in accordance with Government Auditing Standards, Chapter 11 of the Code of Iowa and OMB Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards (which replaced OMB Circular A-133), as applicable.

Audit Schedule:

Preliminary planning conference with management by June 15.

Audit fieldwork beginning no later than October 1; on-site fieldwork expected to be approximately 5 days.

Delivery of draft financial statements for management's review by December 15.

Delivery of final audit reports by January 31 and presentation to the City Council after that, if requested.

Fees

Our fees are based upon the conditions that currently exist. If these conditions change, such as expending more than \$750,000 of federal funds which would require a Single Audit under the Uniform Guidance or other significant changes in the accounting systems or personnel, our fees may change. If that occurs, we will discuss it with you to agree upon a revised fee.

Our proposed fees, for a three year period, are as follows and will be billed when the audit work is completed:

Audit for Year Ending June 30,	Proposed Fee
2018	\$15,000
2019	15,725
2020	16,575

We can offer a one year proposal for the year ended June 30, 2018 at a proposed fee of \$21,000.

Proposal for Audits of the City of Evansdale

References

City of Marion
Wesley Nelson, Finance Director/Clerk
1225 6th Avenue
Marion, IA 52302
(319) 743-6300

Area Education Agency 267
David Nicholson, Finance Director
3712 Cedar Heights Drive
Cedar Falls, IA 50613-6290
(319) 273-8200

City of Center Point
Melissa Atkinson, City Clerk
200 Franklin Street
Center Point, IA 52213
(319) 849-1508

HOGAN - HANSEN AUDIT EXPERIENCE**State, County or Local Government Activities**

- ◆ Black Hawk County Solid Waste Management Commission, Waterloo, Iowa.
- ◆ Boone Community School District, Boone, Iowa (Single Audit).
- ◆ Central Rivers Area Education Agency f/k/a Area Education Agency 267, Cedar Falls, Iowa (Single Audit).
- ◆ City of Belmond, Iowa (Single Audit).
- ◆ City of Center Point, Iowa.
- ◆ City of Coralville, Iowa (Single Audit).
- ◆ City of Coralville, Iowa, Net Revenue Certificate.
- ◆ City of Cresco, Iowa.
- ◆ City of Dyersville, Iowa (Single Audit).
- ◆ City of Hampton, Iowa.
- ◆ City of Marengo, Iowa (Single Audit).
- ◆ City of Marion, Iowa.
- ◆ City of Vinton, Iowa.
- ◆ City of Waterloo, Iowa (Single Audit).
- ◆ Clear Lake Community School District, Clear Lake, Iowa (Single Audit).
- ◆ Denver Community School District, Denver, Iowa (Single Audit).
- ◆ Forest City Community School District, Forest City, Iowa (Single Audit).
- ◆ Grant Wood Area Education Agency 10, Cedar Rapids, Iowa (Single Audit).
- ◆ Hampton-Dumont Community School District, Hampton, Iowa (Single Audit).
- ◆ Howard-Winneshiek Community School District, Cresco, Iowa (Single Audit).
- ◆ Iowa Association of Area Education Agencies, Cedar Falls, Iowa.
- ◆ Iowa Association for Educational Purchasing, Cedar Falls, Iowa.
- ◆ Landfill of North Iowa, Clear Lake, Iowa.
- ◆ Marion Water Department, Marion, Iowa.
- ◆ Mason City Community School District, Mason City, Iowa (Single Audit).
- ◆ North Iowa Area Community College, Mason City, Iowa (Single Audit).
- ◆ Waterloo Community School District, Waterloo, Iowa (Single Audit).
- ◆ Waterloo Water Works, Waterloo, Iowa.
- ◆ Waverly-Shell Rock Community School District, Waverly, Iowa (Single Audit).
- ◆ West Central Valley Community School District, Stuart Iowa (Single Audit).
- ◆ Worth County, Northwood, Iowa.
- ◆ Wright County, Clarion, Iowa.
- ◆ Wright County Area Landfill Authority, Clarion, Iowa.

RESUMES OF KEY PERSONNEL

**JENNIFER DECKER, CPA (AUDIT MANAGER)
IOWA CERTIFICATE NUMBER 11764 - DATED FEBRUARY 6, 2006****Education**

Jennifer Decker received a Bachelor of Arts degree in Accounting from the University of Northern Iowa, in May, 2004.

Length of Experience

Ms. Decker joined Hogan - Hansen in January, 2005 upon graduation and provides auditing, accounting and tax services.

Types of Experience

Ms. Decker has participated in phases of audits including preparation of financial statements, accounting and tax assignments.

State and Local Governments and Programs

- ◆ Black Hawk County Solid Waste Management Commission, Waterloo, Iowa.
- ◆ Boone Community School District, Boone, Iowa (Single Audit).
- ◆ Central Rivers Area Education Agency f/k/a Area Education Agency 267, Cedar Falls, Iowa (Single Audit).
- ◆ City of Center Point, Iowa.
- ◆ City of Coralville, Iowa (Single Audit).
- ◆ City of Dyersville, Iowa (Single Audit).
- ◆ City of Marengo, Iowa.
- ◆ City of Marion, Iowa (Single Audit).
- ◆ City of Vinton, Iowa.
- ◆ City of Waterloo, Iowa (Single Audit).
- ◆ Grant Wood Area Education Agency 10, Cedar Rapids, Iowa.
- ◆ Howard-Winneshiek Community School District, Cresco, Iowa (Single Audit).
- ◆ Iowa Association for Educational Purchasing, Cedar Falls, Iowa.
- ◆ Marion Water Department, Marion, Iowa.
- ◆ North Iowa Area Community College, Mason City, Iowa (Single Audit).
- ◆ Waterloo Water Works, Waterloo, Iowa
- ◆ Wright County, Clarion, Iowa.

RESUMES OF KEY PERSONNEL

SHAWNA BORNHOLDT (AUDIT MANAGER)
IOWA CERTIFICATE NUMBER 12419 - DATED AUGUST 11, 2009

Education

Shawna Bornholdt received a Bachelor of Business Administration degree in Accounting and Finance from the University of Iowa in May of 2008.

Length of Experience

Ms. Bornholdt joined Hogan - Hansen in July of 2008 and provides auditing, accounting and tax services.

Types of Experience

Ms. Bornholdt has participated in phases of audits including preparation of financial statements, accounting and tax assignments.

State and Local Governments and Programs

- ◆ Black Hawk County Solid Waste Management Commission, Waterloo, Iowa.
- ◆ Boone Community School District, Boone, Iowa (Single Audit).
- ◆ Central Rivers Area Education Agency f/k/a Area Education Agency 267, Cedar Falls, Iowa (Single Audit).
- ◆ City of Belmond, Iowa (Single Audit).
- ◆ City of Center Point, Iowa.
- ◆ City of Coralville, Iowa (Single Audit).
- ◆ City of Cresco, Iowa.
- ◆ City of Dyersville, Iowa (Single Audit).
- ◆ City of Marengo, Iowa.
- ◆ City of Marion, Iowa (Single Audit).
- ◆ City of Vinton, Iowa.
- ◆ Clear Lake Community School District, Clear Lake, Iowa.
- ◆ Denver Community School District, Denver, Iowa (Single Audit).
- ◆ Forest City Community School District, Forest City, Iowa (Single Audit).
- ◆ Grant Wood Area Education Agency 10, Cedar Rapids, Iowa (Single Audit).
- ◆ Hampton-Dumont Community School District, Hampton, Iowa.
- ◆ Howard-Winneshiek Community School District, Cresco, Iowa (Single Audit).
- ◆ Iowa Association of Area Education Agencies, Cedar Falls, Iowa.
- ◆ Iowa Association for Educational Purchasing, Cedar Falls, Iowa.
- ◆ Landfill of North Iowa, Clear Lake, Iowa.
- ◆ Marion Water Department, Marion, Iowa.
- ◆ Mason City Community School District, Mason City, Iowa (Single Audit).
- ◆ North Iowa Area Community College, Mason City, Iowa (Single Audit).
- ◆ Waterloo Community School District, Waterloo, Iowa (Single Audit).
- ◆ Waterloo Water Works, Waterloo, Iowa.
- ◆ Waverly-Shell Rock Community School District, Waverly, Iowa (Single Audit).
- ◆ West Central Valley Community School District, Stuart Iowa (Single Audit).
- ◆ Worth County, Northwood, Iowa.
- ◆ Wright County, Clarion, Iowa.
- ◆ Wright County Area Landfill Authority, Clarion, Iowa.

RESUMES OF KEY PERSONNEL

ERIC HANNA, CPA (AUDIT AND TAX SENIOR)
IOWA CERTIFICATE NUMBER 013060 - DATED OCTOBER 18, 2012

Education

Eric Hanna received a Bachelor of Arts degree in Accounting from Coe College in May, 2011.

Length of Experience

Mr. Hanna joined Hogan - Hansen in January, 2012 and provides auditing, accounting and tax services.

Types of Experience

Mr. Hanna has participated in phases of audits including preparation of financial statements, reviews and business and individual income tax returns.

State, County or Local Government Activities

- ◆ Central Rivers Area Education Agency f/k/a Area Education Agency 267, Cedar Falls, Iowa (Single Audit).
- ◆ City of Center Point, Iowa.
- ◆ City of Marion, Iowa (Single Audit).
- ◆ Grant Wood Area Education Agency 10, Cedar Rapids, Iowa (Single Audit).
- ◆ Marion Water Department, Marion, Iowa.

RESUMES OF KEY PERSONNEL

ALYSHA PATTERSON (AUDIT AND TAX STAFF)
IOWA CERTIFICATE O13520 - DATED DECEMBER 2, 2014

Education

Alysha Patterson received a Bachelor of Arts degree in Accounting from the University of Northern Iowa in December, 2011.

Length of Experience

Mrs. Patterson joined Hogan - Hansen in January, 2015 after working in the nonprofit sector and provides auditing, accounting and tax services.

Types of Experience

Mrs. Patterson has participated in phases of audits including preparation of financial statements, accounting and tax assignments.

State and Local Governments and Programs

- ◆ City of Center Point, Iowa.
- ◆ City of Marion, Iowa (Single Audit).
- ◆ Grant Wood Area Education Agency 10, Cedar Rapids, Iowa (Single Audit).
- ◆ Marion Water Department, Marion, Iowa.
- ◆ Waterloo Community School District, Waterloo, Iowa (Single Audit).

RESUMES OF KEY PERSONNEL

SKYE KANNE (AUDIT AND TAX STAFF)

Education

Skye Kanne received a Bachelor of Science in Accounting Degree from Bemidji State University in December, 2014 and a Bachelor of Science Degree in Financial Planning from Mankato State University in May, 2010.

Length of Experience

Ms. Kanne joined Hogan - Hansen in February of 2016 and provides auditing, accounting and tax services. Prior to this, she was a Staff Auditor for the Minnesota State Auditor's office for seven months and a Staff Auditor for Schechter Dokken Kanter CPAs for over a year.

Types of Experience

Ms. Kanne has participated in phases of audits including preparation of financial statements, accounting and tax assignments.

State and Local Governments and Programs

- ◆ City of Marengo, Iowa.
- ◆ County of Dodge, Mantorville, Minnesota (Single Audit).
- ◆ County of Freeborn, Albert Lea, Minnesota (Single Audit).
- ◆ County of Goodhue, Red Wing, Minnesota (Single Audit).
- ◆ County of Houston, Caledonia, Minnesota (Single Audit).
- ◆ County of Olmsted, Rochester, Minnesota (Single Audit).
- ◆ County of Wabasha, Wabasha, Minnesota (Single Audit).
- ◆ County of Winona, Winona, Minnesota (Single Audit).



Professional Association

Report on the Firm's System of Quality Control

August 10, 2017

To the Partners of Hogan - Hansen, PC and the Peer Review Committee of the Illinois CPA Society of Certified Public Accountants.

We have reviewed the system of quality control for the accounting and auditing practice of Hogan - Hansen, PC (the firm) in effect for the year ended March 31, 2017. Our peer review was conducted in accordance with the Standards for Performing and reporting on Peer Reviews established by the peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements are identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Considerations

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Hogan - Hansen, PC in effect for the year ended March 31, 2017, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. Hogan - Hansen, PC has received a peer review rating of *pass*.

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ORDINANCE 658

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF EVANSDALE, IOWA, BLACK HAWK COUNTY, BY AMENDING PROVISIONS PERTAINING TO PLANNING AND ZONING

BE IT ENACTED by the City Council of the City of Evansdale, Iowa:

SECTION 1. SECTION MODIFIED. Part III 2A-3 DEFINITIONS of the Code of Ordinances of the City of Evansdale, Iowa, Black Hawk County, is repealed and the following adopted in lieu thereof:

PART III SECTION 2A-3. DEFINITIONS. Building Height: Building height means the perpendicular distance measured in a straight line from the curb level to the highest point of the roof beams in the case of flat roofs, and to the ~~average of the height~~ *mid-point of the gable* of the roof in the case of pitched roofs, the measurement in all cases to be taken through the center of the front of the house. Where a dwelling is on a corner lot and there is more than one grade or level, the measurements shall be taken from the main entrance elevation. In all districts where permitted, exterior roof signs shall not be included in building height measurement.

PART III 2A-3. DEFINITIONS. Convenience Store: A small retail store providing selected groceries and variety goods, *provided that more than sixty (60) percent of its gross income is derived from, and more than seventy five (75) percent of its retail floor space is devoted to, the sale of merchandise, services for on-site enjoyment, food, and beverages other than alcoholic beverages, in either case not including the sale of tobacco products, lottery tickets, or pumped vehicle fuels such as gasoline, diesel and similar products, and provided further that not more than twenty five (25) percent of its gross income as so determined is derived from the sale of alcoholic beverages other than beer or wine.*

SECTION 2. SECTION ADDED. Part III 2A-3 of the Code of Ordinances of the City of Evansdale, Iowa, Black Hawk County, is added as follows:

PART III 2A-3. DEFINITIONS. Liquor Store: *A retail store where sales of alcoholic beverages comprise thirty-nine (39) percent or more of its gross income, and twenty-four (24) percent or more of its retail floor space is devoted to such merchandise, in either case not including the sale of tobacco products, lottery tickets, or pumped vehicle fuels such as gasoline, diesel and similar products.*

SECTION 3. SUBSECTION MODIFIED. Part XIII, C-3 BUSINESS DISTRICT, 2A-27 REGULATIONS of the Code of Ordinances of the City of Evansdale, Iowa, Black Hawk County, is repealed and the following adopted in lieu thereof:

PART XIII, C-3 BUSINESS DISTRICT, 2A-27, SECTION C, SUBSECTION 3, VIOLATION AND PENALTIES.

3. Violation and Penalty. Any person, firm or corporation *who* violates, disobeys, omits, neglects or refuses to comply with, or who resists the enforcement of any of the provisions of this ordinance shall be guilty of a simple misdemeanor and upon conviction, be fined not more than \$100.00 *for the first offense, \$250.00 for the second offense, and \$500.00 for the third and subsequent offenses.* ~~or be imprisoned for not more than thirty (30) 30 days, for each offense.~~

SECTION 4. SUBSECTION MODIFIED. Part XXV, 2A-49 of the Code of Ordinances of the City of Evansdale, Iowa, Black Hawk County, is repealed and the following adopted in lieu thereof:

PART XXV 2A-49. VIOLATION AND PENALTIES. Any person, firm or corporation who violates, disobeys, omits, neglects or refuses to comply with or who resists the enforcement of any of the provisions of this Ordinance upon conviction shall be fined not more than one hundred (\$100.00) ~~for each offense~~ *for the first offense, two hundred fifty dollars (\$250.00) for the second offense, and five hundred dollars (\$500.00) for the third and subsequent offenses.* Each day that a violation is permitted to exist constitutes a separate offense. The Building Official is hereby designated and ordered to enforce this Ordinance.

SECTION 5. SEVERABILITY CLAUSE. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

SECTION 6. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval, and publication as provided by law.

PASSED AND APPROVED BY THE EVANSDALE CITY COUNCIL ON THIS
_____ DAY OF _____ 2017.

First Reading: 11/08/2017
Second Reading: 11/21/2017
Third Reading:

ATTEST:

Doug Faas, Mayor

DeAnne Kobliska, City Clerk

I certify that the foregoing was published as Ordinance 658 on the _____ day of _____, 2017.

DeAnne Kobliska, City Clerk