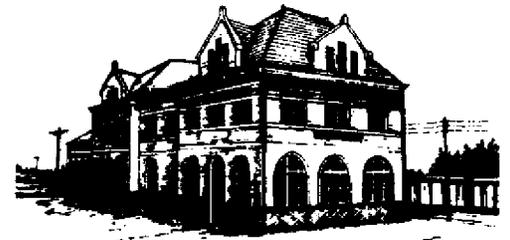


City of
CRESTON, IOWA

116 W. Adams • P.O. Box 449 • Creston, Iowa 50801-0449
Phone 641-782-2000 • Fax 641-782-6377



Creston's Restored Depot and City Hall

MAYOR: Warren Woods
COUNCIL: Randy White, Loyal Winborn, Betty Shelton, Marsha Wilson, Larry Wagner, Terri Koets, Nancy Loudon
CITY CLERK: Lisa Williamson
CITY ADMINISTRATOR: Mike Taylor
CITY ATTORNEY: Skip Kenyon & Todd Nielsen

Regular Meeting Agenda
City Hall/Restored Depot
Council Chambers
Tuesday, July 17, 2012
6:00 p.m.
07/13/2012 11:16 AM

1. **Call Meeting to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Consideration of Agenda**
5. **Consider Adoption of the Consent Agenda – NOTE:** *These items are routine items and will be enacted by one motion without separate discussion unless a Council member requests an item be removed for separate consideration.*
 1. **Minutes:** July 3, 2012 – Regular Meeting
 2. **Claims and Fund Transfers:**
 - i. Total Claims - \$903,710.56
 3. **Licenses/Permits:** — American Legion – Outdoor Service for August 31, 2012
6. **Public Forum –** *the Mayor and City Council welcome comments from the public on any subject pertaining to City business, including items on this agenda. You are asked to state your name and address for the record and to limit your remarks to 3 minutes in order that others may be given the opportunity to speak. The Order of Business is at the discretion of the Chair. No action will be taken.*
7. **New Business**
 1. Public Hearing regarding Budget Amendment for Fiscal Year 2013
 2. Resolution to adopt Budget Amendment for Fiscal Year 2013
 3. Appointment with Garden & Associates regarding Cottonwood Subdivision
 4. Resolution to take possible action on Cottonwood Subdivision
 5. Resolution to take action on sealed bids received for City-owned surplus properties – 622 N Birch, 503 W Irving, 308-310 N Division, 507 S Maple, 214 S Pine, 216 S Pine, 411 ½ N Walnut, 406 N Vine, 507 N Cherry, 704 N Sycamore, 603 S Walnut, 613 N Pine (north side – Parcel ID 24010-460-008-25) and Parcel “Q” of Sec. 35-73-31 (west side of Summit Lake)
 6. Resolution to special assess unpaid mowing nuisances
 7. Resolution to approve revised audit contract with Draper, Snodgrass, Mikkelsen

8. Resolution to approve payment of \$940.01 to Habitat for Humanity for the NSP House Project at 801 W. Jefferson
9. Resolution to approve request of \$5,000 to be paid from the Hotel/Motel Fund to Balloon Days Committee to assist with Balloon Days festivities
10. Resolution to accept IDOT Grant Agreement FY 2013 for up to \$25,500 for Fence Improvement for Access Control Project on behalf of the Airport Commission
11. Resolution to approve Change Order #1 for Airport Entrance Road Improvements Project
12. Resolution to approve Amendment #2 for Engineering Services Agreement to Clapsaddle-Gerber Associates, Inc.
13. Resolution to set a Public Hearing for August 7, 2012, at 6 pm for an easement request to construct a fence on City right-of-way at 308 S Lincoln Street
14. Discussion and resolution to take action on a rezoning request – from R-1 Single Family to R-2 Multiple Family – of properties located at 404 S. Maple, 405 S. Elm, and 201 and 203 W. Monroe Streets, based on recommendation of the Planning & Zoning Commission
15. Resolution to accept SCICF Grant of \$2,500 on behalf of the Creston Fire Department
16. Review Request for Proposals for Engineering Services for Traffic & Pedestrian Railroad Crossing Safety Improvements – Elm & New York Avenue Crossings
17. Resolution to select engineering firm for Engineering Services for Traffic & Pedestrian Railroad Crossing Safety Improvements – Elm & New York Avenue Crossings

8. Other

9. Adjournment

REGULAR MEETING OF THE CRESTON CITY COUNCIL JULY 3, 2012

The Creston City Council met in regular session at 6:00 o'clock p.m. on the above date in the Council Chambers of the City Hall Complex with Mayor Woods presiding.

Roll call being taken with the following Council members present: Loudon, Koets, Wagner, Shelton, Winborn and White. Wilson was absent.

Shelton moved seconded by White to approve the agenda. All voted aye. Wilson was absent. Motion declared carried.

Shelton moved seconded by White to approve the consent agenda, which included approval of minutes of June 19, 2012, regular meeting; claims of \$583,587.66 and fund transfers of \$90,838.20; liquor license renewal for Casey's #3; cigarette and amusement permits for American Legion. All voted aye. Wilson was absent. Motion declared carried.

No one spoke during Public Forum.

A resolution was offered by White seconded by Loudon to participate in the planning and development programs of the Southern Iowa Council of Governments and authorize the Mayor and Clerk to execute the proper documentation. Koets, Wagner, Shelton, Winborn, White and Loudon voted aye. Wilson was absent. Resolution declared passed.

A resolution was offered by Wagner seconded by Shelton naming the City of Creston depositories and authorize the Mayor and Clerk to execute the proper documentation. Winborn, White, Loudon, Koets, Wagner and Shelton voted aye. Wilson was absent. Resolution declared passed.

A resolution was offered by White seconded by Shelton to set the date for a Public Hearing to Amend the Fiscal Year 2013 Budget on July 17, 2012 at 6 p.m. and authorize the Mayor and Clerk to execute the proper documentation. Loudon, Koets, Wagner, Shelton, Winborn and White voted aye. Wilson was absent. Resolution declared passed.

A resolution was offered by Wagner seconded by Winborn to purchase a 2012 Pierce Fire Engine for \$506,179.00 and authorize the Mayor and Clerk to execute the proper documentation. White, Loudon, Koets, Wagner, Shelton and Winborn voted aye. Wilson was absent. Resolution declared passed.

A resolution was offered by Wagner seconded by Shelton to approve a structural review agreement with Krudwig and Associates for the Community Center Building (YMCA) and authorize the Mayor and Clerk to execute the proper documentation. Winborn, White, Loudon, Koets, Wagner and Shelton voted aye. Wilson was absent. Resolution declared passed.

A resolution was offered by Koets seconded by Loudon to approve payment of \$2,438.83 to Habitat for Humanity for the NSP House Project at 801 W. Jefferson and authorize the Mayor and Clerk to execute the proper documentation. Wagner, Shelton, Winborn, White, Loudon and Koets voted aye. Wilson was absent. Resolution declared passed.

A resolution was offered by Shelton seconded by Winborn to accept a FAA Grant of up to \$469,800 for the Entrance Road Improvements Project on behalf of the Airport

Commission and authorize the Mayor and Clerk to execute the proper documentation. White, Loudon, Koets, Wagner, Shelton and Winborn voted aye. Wilson was absent. Resolution declared passed.

A resolution was offered by White seconded by Shelton to accept a SCICF Grant of \$15,000 for Phase II of the Walking Trail on behalf of the Park & Recreation Board and authorize the Mayor and Clerk to execute the proper documentation. Loudon, Koets, Wagner, Shelton, Winborn and White voted aye. Wilson was absent. Resolution declared passed.

Winborn moved seconded by White to approve temporary closing of five parking spaces on Adams Street in front of Adams Street Espresso for the July 4th Parade from 7:30 a.m. – approximately 3:00 p.m. All voted aye. Wilson was absent. Motion declared carried.

Under Other, Mayor Woods announced the City will be holding a retirement reception for Nancy Hawks on Friday, July 6th, from 2 – 4 p.m. in the Council Chambers.

Councilperson White expressed his thanks to South Central Iowa Community Foundation for awarding the City of Creston so many grants for so many different projects over the years.

Wagner moved seconded by White to adjourn the meeting. All voted aye. Wilson was absent. Motion declared carried. Council adjourned at 6:22 p.m.

Mayor

Attest:

City Clerk

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT		
POLICE PROTECTION	GENERAL FUND	CRESTON AUTO PARTS INC	FRNT RTRS/PADS CAR #19	186.31		
			EMBLEM ENTERPRISES INC	75.00		
		M&M MOTORS	GRAPHIC DISPLAYS	500.00		
			2012 DODGE CHARGER	20,448.00		
		PETTY CASH - POLICE	#792850-POSTAGE	4.90		
			#792851-POSTAGE	5.75		
		SUPREME CLEANERS	UNIFORM CLEANINGS-JUN'12	68.00		
			TOTAL:	21,287.96		
		DETENTION & CORRECTNS	GENERAL FUND	UNION CO AUDITOR	LEC BILLING-JUN'12	3,951.54
					TOTAL:	3,951.54
FIRE PROTECTION	GENERAL FUND	ILLOWA COMMUNICATIONS	RPR MIC ON PORTABLE RADIO	39.64		
			ALLIANT ENERGY-INT PWR&LGHT	NATURAL GAS	20.80	
			ELECTRICITY	398.81		
		KELTEK INCORPORATED	LIGHTS FOR RANGER	431.72		
			NAPA	FUEL FILTER	51.44	
		PETTY CASH - FIRE	#1656-PARTS FOR RANGER	26.94		
			#1657-PARTS FOR RANGER	11.24		
			#1658-PARTS FOR RANGER	25.30		
			#1659-PARTS FOR RANGER	2.63		
			#1660-PARTS FOR RANGER	15.79		
			#1661-PARTS FOR RANGER	3.29		
			#1662-BULBS E-1	1.58		
			#1663-BULBS C-1	3.78		
			PIERCE MANUFACTURING, INC	PIERCE IMPEL FR RESCUE P.U	2,296.47	
			WITMER ASSOCIATES INC	HELMET FRONT LABELS	26.99	
			TOTAL:	3,356.42		
		BUILDNG & HSNQ SAFETY	GENERAL FUND	AMERICAN BUSINESS PHONES	MOVED PHONE-MIKE BRUCE	98.00
					CRESTON PUBLISHING CO	LEGAL ADS/NOTICES-JUN'12
					TOTAL:	153.29
ANIMAL CONTROL	GENERAL FUND	CRESTON VET CLINIC PC	EUTHANIZE GRAY CAT	6.50		
			EUTHANIZE KITTEN	4.95		
		PETTY CASH - MAINTENANCE	#2977-KEYS FOR PICKUP	4.28		
	TOTAL:	15.73				
STREET LIGHTING	GENERAL FUND	ALLIANT ENERGY-INT PWR&LGHT	ELECTRICITY	8,524.28		
			ECHO GROUP INC	OUTLETS FOR STREET LIGHTS	65.73	
		NAPA	SPRAY PAINT	19.16		
			TOTAL:	8,609.17		
TRAFFIC SAFETY	GENERAL FUND	ALLIANT ENERGY-INT PWR&LGHT	ELECTRICITY	817.26		
			TOTAL:	817.26		
AIRPORT	GENERAL FUND	WASTE MANAGEMENT	DUMPSTER-JUN'12	61.96		
			WINDSTREAM	AIRPORT TELEPHONE	65.08	
		ALLIANT ENERGY-INT PWR&LGHT	ELECTRICITY	329.49		
			OLSEN FUEL SUPPLY INC	1232.5 G JET A @ 3.4	4,215.15	
			1103.5 G 100 LL @ 3.	4,027.78		
		PETTY CASH - FINANCE	#1359 - POSTAGE	6.05		
			WEST AVIATION INC	PER FBO CONTRACT	1,354.17	
			FUEL PROFIT-JUN'12	719.42		
			TOTAL:	10,779.10		

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
SOLID WASTE CLCT/DSPSL	GENERAL FUND	WASTE MANAGEMENT	GARBAGE COLLECT-JUN'12	36,810.15
			TOTAL:	36,810.15
LIBRARY SERVICES	GENERAL FUND	CRESTON CITY WATER WORKS	WATER-LIBRARY	26.24
		WASTE MANAGEMENT	DUMPSTER-JUN'12	40.89
		ALLIANT ENERGY-INT PWR&LGHT	NATURAL GAS	18.35
			ELECTRICITY	598.44
			1001 W JEFFERSON-ELECTRIC	358.13
			1001 W JEFFERSON-GAS	21.73
			TOTAL:	1,063.78
PARKS	GENERAL FUND	ACCO	NICHE, REAR	282.61
		AKIN BUILDING CENTER	FUSES	44.98
		BARKER IMPLEMENT & MOTOR CO INC	MOWER BLADES-FILTERS	469.29
		CRESTON AUTO PARTS INC	COMPRESSOR-WRENCHES	2,870.65
		WASTE MANAGEMENT	DUMPSTER-JUN'12	283.62
		FARM & HOME SUPPLY INC	DUCT TAPE	18.00
			5/8 BOLT LOCK NUT-SECTION	19.48
			SNAP IN VALVE-TIRE MOUNT	9.00
			SOAP, PAPER TOWELS, BLEACH	28.06
			SOAP, PAPER TOWELS, BLEACH	38.83
		ALLIANT ENERGY-INT PWR&LGHT	ELECTRICITY	613.96
		ECHO GROUP INC	BASE-WALKING TRL LIGHT	65.78
			EMERG LIGHT-STORM SHELTER	48.31
			COUPLERS FOR FOUNTAIN	36.93
		NAPA	3 1/2 T JACK	329.00
		PETTY CASH - MAINTENANCE	#2979-CLAMP	1.39
		PETTY CASH - RECREATION	#1740-TIRE REPAIR	13.00
			#1741-TIRE REPAIR	10.00
		TRUE VALUE HARDWARE & RENTAL	2 WHEEL CART-BRACKETS	194.41
			TOTAL:	5,377.30
RECREATION	GENERAL FUND	BYERS, JUSTIN G	RPR LOCK AT COMPLEX	91.20
		WASTE MANAGEMENT	DUMPSTER-JUN'12	76.70
		ALLIANT ENERGY-INT PWR&LGHT	ELECTRICITY	312.22
			TOTAL:	480.12
CEMETERY	GENERAL FUND	BARKER IMPLEMENT & MOTOR CO INC	TRIMMER STRING-FILTERS	202.03
		WASTE MANAGEMENT	DUMPSTER-JUN'12	61.96
		ALLIANT ENERGY-INT PWR&LGHT	ELECTRICITY	100.16
		IOWA INSURANCE DIVISION	FILING FEE FOR DEEDS	110.00
			TOTAL:	474.15
SWIMMING POOL	GENERAL FUND	ACCO	440 G CHLORINE/ACID	907.20
		DAVIS, ALEX	GUARDING JULY 4TH	50.00
		HUNTINGTON, EMILY	GUARDING JULY 4TH	50.00
		HYGIENIC LABORATORY-AR	POOL SAMPLES	11.00
		ALLIANT ENERGY-INT PWR&LGHT	NATURAL GAS	92.29
			ELECTRICITY	1,305.77
		TRIDLE, SUE	GUARDING 4TH OF JULY	50.00
			TOTAL:	2,466.26
ADMINISTRATIVE	GENERAL FUND	WOODS, WARREN	MILEAGE/MEAL REIMBURSEMEN	65.45
			TOTAL:	65.45
FINANCIAL ADMINISTRATN	GENERAL FUND	BANKERS LEASING CO	COPIER LEASE-MAINTENANCE	205.61

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		CRESTON CITY WATER WORKS	WATER-505 N ELM ST	9.07
		CRESTON PUBLISHING CO	LEGAL ADS/NOTICES-JUN'12	426.30
			5-DAY AD TO SELL PROPERTY	51.15
		HABITAT FOR HUMANITY	SUPPLIES @ 801 W JEFFERSON	940.01
		HEARTLAND TECHNOLOGY SOLUTIONS	MONTHLY FIREWALL MGMT	129.00
		PETTY CASH - FINANCE	#1358 - RECORDING FEES	47.00
			TOTAL:	1,808.14
CITY HALL	GENERAL FUND	GREEN VALLEY PEST CONTROL	ANNUAL TERMITE INSPECTION	70.00
		ALLIANT ENERGY-INT PWR&LGHT	NATURAL GAS	82.02
			ELECTRICITY	836.69
		INNOVATIVE INDUSTRIES INC	JANITORIAL SVC-JUN'12	475.00
		KONE INC (MOLINE)	CITY ELEV. MAINT 7/12-9/12	196.59
		OFFICE MACHINES	1-CASE PAPER TOWELS	35.34
			TOTAL:	1,695.64
COMMUNITY CENTER MAINT	COMMUNITY CENTER	BLOODGOOD CONSTRUCTION SERVICES	BAL OWED-SVCS AT YMCA	10,058.00
		EXCEL MECHANICAL CO., INC.	DEHUMIDIFIER UNIT	190,000.00
		SOUTHERN PRAIRIE YMCA	ARTS/WELLNESS PMT	1,883.54
			TOTAL:	201,941.54
ROAD MAINTENANCE	ROAD USE TAX	ARAMARK (LAUNDRY ACCTS)	LAUNDRY SERVICE	45.94
		NORSOLV SYSTEMS ENVIRONMENTAL SERVICES	SERVICE CLEANING UNIT	110.95
		BARKER IMPLEMENT & MOTOR CO INC	REPAIR A/C-SKID LOADER	481.72
			CHECK A/C-PELICAN	598.51
			SVCS ON SKID LOADER	32.79
		CRESTON AUTO PARTS INC	CABIN AIR FILTER-PELICAN	23.75
			FILTER-PELICAN	23.75
			AIR FILTER RETURN	19.00
			8-SPARK PLUGS	13.68
		DIAMOND VOGEL PAINTS	2 - 5 GAL THINNER	119.00
		GRIMES ASPHALT & PAVING CORP	6.33 T COLD MIX	810.24
		HEARTLAND TIRE & AUTO	RIGHT INSIDE DUAL REPAIRE	35.00
		ROAD MACHINERY & SUPPLIES CO	MASTER CYLINDER BOWL	79.30
		ALLIANT ENERGY-INT PWR&LGHT	NATURAL GAS	39.82
			ELECTRICITY	207.00
		IOWA DEPT OF TRANSPORTATION	24-TRAFFIC CONES 28"	206.88
		IOWA PRISON INDUSTRIES	SIGN-RIGHT LANE ENDS	61.00
		MEDART INC	RPR PNEUMATIC EXTRACTOR	125.37
			RETURN-EXTRACTOR	109.95
		NAPA	FILTERS,OIL	282.44
			WIRE, FITTINGS, LINES	105.86
			STONES FOR GRINDER	40.76
			FILTER-GRADER	28.57
			BOX 1157 BULBS	3.00
			AIR FILTERS-COMPRESS	132.60
			BRAKE LINES-ALTERNATOR	223.15
		O'HALLORAN INTERNATIONAL INC	REPAIR A/C-#32	435.48
		PETTY CASH - MAINTENANCE	#2975-LEVEL	42.79
			#2976-FUEL CHAIN SAW	7.15
			#2978-SERVICES ON SKID LOA	35.75
			#2980-FUEL FOR CHAIN SAW	6.92
			#2981-POLE TARPS	17.75
			#2982-BELT	1.95
		AGRILAND FS INC	800 G #2 DSL @ 2.951	2,360.80
			1039 G UNL @ 3.211	3,336.23

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		SCHILDBERG CONSTRUCTION COMPANY INC	23.01 T CLASS D ROAD ROCK	307.19
			60.85 T CLASS D ROAD ROCK	730.20
			29.92 T CLASS D ROCK	359.04
			31.96 T CLASS D ROCK	426.66
			7.15 T CLASS D ROCK	85.80
			30.16 T CLASS D ROCK	361.92
		TRANS IOWA EQUIPMENT	MAIN BROOM, DIRT SHOES	779.97
			TOTAL:	12,997.73
MC KINLEY PARK RENOVAT RESTRICTED GIFTS-M		ATLANTIC COCA-COLA BOTTLING CO	BEVERAGES FOR CONCERT	121.20
		FARM & HOME SUPPLY INC	TARP AND ROPE	154.88
		HENNINGSSEN CONST., INC.	ASPHALT FOR PARK TRAIL	32,729.00
			TOTAL:	33,005.08
DEBT SERVICE	DEBT SERVICE	PIERCE MANUFACTURING, INC	PIERCE IMPEL FR RESCUE P.U	3,882.53
			TOTAL:	3,882.53
CAPITAL PROJECTS	CAPITAL PROJECTS F	PIERCE MANUFACTURING, INC	PIERCE IMPEL FR RESCUE P.U	500,000.00
			TOTAL:	500,000.00
SANITARY SEWER/WASTWTR SEWER OPERATING FU		CENTRAL PLAINS ELECTRIC	MOTOR REPAIR	60.25
		CRESTON CITY WATER WORKS	1/2 ONE CALLS-JUN'12	49.05
		WASTE MANAGEMENT	DUMPSTER-JUN'12	75.14
		FARM & HOME SUPPLY INC	ROLL 1/4 HOSE	20.00
		GREATER REG MEDICAL CNTR	DRUG SCREEN	28.00
		HEARTLAND TECHNOLOGY SOLUTIONS	CREDIT	86.25-
			REMOTE LABOR	86.25
		HYGIENIC LABORATORY-AR	2-BOD'S, NH3'S	36.00
			2-BOD'S; NH3'S	36.00
			2-BOD'S, 2-NH3'S, PLANT M	18.00
			2-NH3'S	36.00
			AMMONIA	18.00
			2-BOD'S; NH3'S	36.00
			2-NH3'S; 1-BOD	36.00
			2-BOD'S, 2-NH3'S, PLANT M	36.00
			1-BOD; 2-NH3'S	36.00
			2-BOD'S, 2-NH3'S, PLANT M	116.00
		ALLIANT ENERGY-INT PWR&LGHT	NATURAL GAS	582.79
			ELECTRICITY	3,647.97
		ECHO ELECTRIC SUPPLY	2 SEAL TIGHT CNTRS	6.82
			PHOTO DYE	17.63
			LIGHT FIXTURE	237.47
		IOWA RURAL WATER ASSOC	TRAINING	25.00
		NAPA	2-WRENCHES; 1-PLIER	34.35
		NORTH CENTRAL LABORATORIES	12-ALKALINITY STANDARDS	185.73
			BOD BOTTLE SOAP	35.45
		PETTY CASH - SANITATION	#497838-CABLE	24.98
			#497839-USB	9.88
			#497840-FITTINGS	7.71
			#497841-CORD, STRAP, SIGN	11.77
		QUALITY CONTROL EQUIPMENT CO	100' SAMPLER HOSE	166.80
		TRUE VALUE HARDWARE & RENTAL	CUB UTILITY VEHICLE	10,597.00
		UPS	POSTAGE	21.57
			TOTAL:	16,249.36
ANIMAL CONTROL	ANIMAL SHELTER *AG	CRESTON PUBLISHING CO	CARE ADS-JUN'12	17.05

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		CRESTON VET CLINIC PC	BOARD POUND CAT	24.80
			EXAM/VACC 9 KITTENS	132.95
			TOTAL:	174.80

===== FUND TOTALS =====

001	GENERAL FUND	99,211.46
006	COMMUNITY CENTER	201,941.54
110	ROAD USE TAX	12,997.73
166	RESTRICTED GIFTS-MCKNLY P	33,005.08
200	DEBT SERVICE	3,882.53
301	CAPITAL PROJECTS FUND	500,000.00
610	SEWER OPERATING FUND	16,249.36
953	ANIMAL SHELTER *AGENCY FU	174.80
GRAND TOTAL:		867,462.50

**CITY OF CRESTON
MANUAL CHECKS/DEBITS - PERIOD ENDING 07/17/12**

NO DEPT ENTERED		
ELECTRONIC FEDERAL TAX	TAX DEPOSIT	18,080.22
COLLECTION SERVICES	SERVICES	98.76
TOTAL ADMINISTRATIVE SVC	FLEX	670.87
NO DEPT ENTERED	TOTAL	\$ 18,849.85
SWIMMING POOL		
IOWA DEPT OF REVENUE	QTRLY TAX	1,639.00
SWIMMING POOL	TOTAL	\$ 1,639.00
SELF FUNDING INSURANCE		
TRISTAR BENEFIT (2)	INV CHECK RUN	15,759.21
SELF FUNDING INSURANCE	TOTAL	\$ 15,759.21
MANUAL CHECK/DEBITS TOTAL		\$ 36,248.06

SURPLUS PROPERTIES FOR SALE	# OF BIDS RECEIVED	BIDDER	BID AMOUNT	ACCEPT/DENY	PLANS
622 N BIRCH (SPECIAL RESTRICTIONS MAY APPLY)	0				
503 W IRVING (SPECIAL RESTRICTIONS MAY APPLY)	2	DEAN RICHARDS MIKE BRUCE	\$300.00 \$450.00		USED FOR COMMUNITY-STYLE GARDEN - ADJOINING PROPERTY OWNER POSSIBLY BUILD STEEL BUILDING TO PARK CAMPER
308 - 310 N DIVISION	1	DAVID & MELISSA NESTLER	\$234.56		INTENTION OF BUILDING A SMALL HOUSE
507 S MAPLE	2	DALE R SHEPHERD DAVID & MELISSA NESTLER	\$501.00 \$123.45		PARKING IN REAR & PLAY AREA IN FRONT - OWNS LOT TO THE NORTH INTENTION OF BUILDING A SMALL HOUSE
214 - 216 S PINE	2	ALVIN GAULE JEFF HARTMAN	\$51.00 \$501.00		BUILD OFFICE FOR BUSINESS GARDEN & ADDITIONAL YARD SPACE - ADJOINING PROPERTY OWNER
411 1/2 N WALNUT	1	MICHELLE DANIELSON	\$700.00		ADDITIONAL YARD AND POSSIBLY BUILD ONTO CURRENT HOME - ADJOINING PROPERTY OWNER
406 N VINE	4	JOHN RICHARDS MELVIN SCADDEN ALVIN GAULE ASHTON & BILLIE JO GREENWALT	\$500.00 \$1,005.00 \$51.00 \$550.00		UNKNOWN AT THIS TIME BUILD STORAGE SHED OR GARAGE PROBABLY BUILD A MULTI-FAMILY HOME STORAGE FOR CAMPER OR BOAT
507 N CHERRY	4	BRUCE & JUDY JONES MANNY & SHANNON SHEPHERD TERESA & ROGER CRAFT DAVID & MELISSA NESTLER	\$5,006.00 \$250.00 \$750.00 \$123.45		LANDSCAPE AND KEEP MAINTAINED - ADJOINING PROPERTY OWNER ? BUILD 3-4 CAR GARAGE - ADJOINING PROPERTY OWNER INTENTION OF BUILDING A SMALL HOUSE
704 N SYCAMORE	0				
603 S WALNUT	2	LINDA CASTILLO DAVID & MELISSA NESTLER	\$1,000.00 \$123.45		MAINTAIN AS ADDITIONAL YARD AND FLOWER GARDEN; FUTURE MAY PUT ADDITION ON HOUSE - ADJOINING PROPERTY OWNER INTENTION OF BUILDING A SMALL HOUSE
SOUTH OF AND ADJACENT TO 615 N PINE	0				
PARCEL "Q" OF SEC 35-73-31 - WEST SIDE OF SUMMIT LAKE	3	JON CARROLL JEAN WEISSHAAR TIM OSTROSKI	\$3,500.00 \$5,000.00 \$4,153.00		USE AS RECREATIONAL GET-AWAY LANDLOCKED WITH HER PROPERTY ON THE WEST. INTEND TO MAINTAIN AS IT EXISTS WITH TREES & WILDLIFE WITH CLEANOUT OF DEAD TREES & PLANTING OF NEW ONES. SINGLE FAMILY HOUSE

DRAPER, SNODGRASS, MIKKELSEN & CO., P.C.

CERTIFIED PUBLIC ACCOUNTANTS

FAX (641) 782-8423

PHONE (641) 782-8421 — P.O. BOX 71

MEMBERS - IOWA SOCIETY OF CPAs
AMERICAN INSTITUTE OF CPAs

309 EAST MONTGOMERY STREET
CRESTON, IOWA 50801

July 3, 2012

To the Honorable Mayor and City Council
City of Creston, Iowa
Creston, IA 50801

We are pleased to confirm our understanding of the services we are to provide for the City of Creston, Iowa for the year ended June 30, 2012. We will audit the financial statements of the government activities, business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, which collectively comprise the entity's basic financial statements, of the City of Creston, Iowa as of and for the year ended June 30, 2012. Accounting standards generally accepted in the United States provide for certain required supplemental information (RSI), such as management's discussion and analysis (MD&A), to accompany the City of Creston, Iowa's financial statements. As part of our engagement, we will apply certain limited procedures to the City of Creston, Iowa's RSI. These limited procedures will consist principally of inquiries of management regarding the methods of measurement and presentation, which management is responsible for affirming to us in its representation letter. Unless we encounter problems with the presentation of the RSI or with procedures relating to it, we will disclaim an opinion on it. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis.
2. Budgetary Comparison Schedules

We have also been engaged to report on supplementary information other than RSI that accompanies City of Creston, Iowa's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole:

1. Schedule of expenditures of federal awards.

Audit Objectives

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on—

Internal control related to the financial statements and compliance with laws, regulations, and the provisions of contracts or grant agreements, noncompliance with which could have a material effect on the financial statements in accordance with Government Auditing Standards.

Internal control related to major programs and an opinion (or disclaimer of opinion) on compliance with laws, regulations, and the provisions of contracts or grant agreements that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations.

The reports on internal control and compliance will each include a statement that the report is intended solely for the information and use of management, the body or individuals charged with governance, others within the entity specific legislative or regulatory bodies, federal awarding agencies, and if applicable, pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of OMB Circular A-133, and will include tests of accounting records, a determination of major program(s) in accordance with OMB Circular A-133, and other procedures we consider necessary to enable us to express such opinions and to render the required reports. If our opinions on the financial statements or the Single Audit compliance opinions are other than unqualified, we will fully discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

Management Responsibilities

Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. Management is also responsible for identifying government award programs and understanding and complying with the compliance requirements, and for preparation of the schedule of expenditures of federal awards in accordance with the requirements of OMB Circular A-133. As part of the audit, we will assist with preparation of your financial statements, schedule of expenditures of federal awards, and related notes. You are responsible for making all management decisions and performing all management functions relating to the financial statements, schedule of expenditures of federal awards, and related notes and for accepting full responsibility for such decisions. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and the schedule of expenditures of federal awards and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you are required to designate an individual with suitable skill, knowledge, or experience to oversee any nonaudit services we provide and for evaluating the adequacy and results of those services and accepting responsibility for them.

Management is responsible for establishing and maintaining effective internal controls, including internal controls over compliance, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met and that there is reasonable assurance that government programs are administered in compliance with compliance requirements. You are also responsible for the selection and application of accounting principles; for the fair presentation in the financial statements of the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units,

each major fund, and the aggregate remaining fund information of the City of Creston, Iowa and the respective changes in financial position and, where applicable, cash flows in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for ensuring that management is reliable and financial information is reliable and properly recorded. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud or illegal acts affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws, regulations, contracts, agreements, and grants. Additionally, as required by OMB Circular A-133, it is management's responsibility to follow up and take corrective action on reported audit findings and to prepare a summary schedule of prior audit findings and a corrective action plan. The summary schedule of prior audit findings should be available for our review.

You are responsible for preparation of the schedule of expenditures of federal awards in conformity with OMB Circular A-133. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon OR make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with OMB Circular A-133; (2) that you believe the schedule of expenditures of federal awards, including its form and content, is fairly presented in accordance with OMB Circular A-133; (3) that the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have

reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon OR make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) that you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) that the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for us previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information

Audit Procedures - General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. Because the determination of abuse is subjective, Government Auditing Standards do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and Government Auditing Standards. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform the appropriate level of management of any material errors or any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors. Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables

and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Audit Procedures – Internal Control

Our audit will include obtaining an understanding of internal control sufficient to plan the audit and to determine the nature, timing, and extent of our audit procedures to be performed. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to Government Auditing Standards.

As required by OMB Circular A-133, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to OMB Circular A-133.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, Government Auditing Standards, and OMB Circular A-133.

Audit Procedures – Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of City of Creston, Iowa's compliance with applicable laws and regulations and the provisions of contracts and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to Government Auditing Standards.

OMB Circular A-133 requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with applicable laws and regulations and the provisions of contracts and grant agreements applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the OMB Circular A-133 Compliance Supplement and related addenda for the types of compliance requirements that could have a direct and material effect on each of City of Creston, Iowa's major programs. The purpose of these procedures will be to express an opinion on City of Creston, Iowa's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to OMB Circular A-133.

Engagement Administration, Fees and Other

We understand that your employees will type all cash or other confirmations we request and will locate any invoices selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. If applicable, we will provide copies of our report for you to include with the reporting package you will submit to pass-through entities. The Data Collection Form and the reporting package must be submitted within the earlier of 30 days after receipt of the auditors' reports or nine months after the end of the audit period, unless a longer period is agreed to in advance by the cognizant or oversight agency for audits.

The audit documentation for this engagement is the property of Draper, Snodgrass, Mikkelsen & Co., P.C. and constitutes confidential information. However, we may be requested to make certain workpapers available to requesting federal agencies and the Iowa Auditor of State's Office pursuant to authority given to it by law or regulation. If requested, access to such workpapers will be provided under the supervision of Draper, Snodgrass, Mikkelsen & Co., P.C. personnel. Furthermore, upon request, we may provide copies of selected audit documentation to such parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other government agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by federal agencies or the State of Iowa. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

The audit report will be ready and available no later than October 1 and issued upon your request unless there are delays in closing the books or circumstances that prevent us from doing interim work, or other circumstances, in which case we may request an extension of the time to complete the audit.

Our fees for these services will be based on the actual time spent at our standard hourly rates, plus travel and other out-of-pocket costs such as report production, typing, postage, etc. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Invoices will be rendered as work progresses and are payable upon presentation.

Our fee for the audit will not exceed the following:

Time fees	\$ 9,850
Single Audit	4,000
Out-of-pocket costs - report Reproduction and typing	<u>425</u>
Total fee	\$ <u>14,275</u>

The preceding fees are based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit and the City of Creston, Iowa's books are properly maintained and adjusted and Agency personnel agree to complete the schedules and duties in preparation for the audit as outlined in the enclosed attachment. If changes occur that significantly increase or decrease our responsibilities as auditors, such as increased program funding, new federal or state programs, new federal or state audit requirements or A-133 audit requirements, we will discuss the impact with you in advance and negotiate an increase or decrease in the fee accordingly.

Government Auditing Standards require that we provide you with a copy of our most recent quality control review report. Our 2009 peer review report accompanies this letter.

We appreciate the opportunity to be of service to the City of Creston, Iowa's and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Draper, Snodgrass, Mikkelsen & Co., P.C.

Draper, Snodgrass, Mikkelsen & Co., P.C.

RESPONSE:

This letter correctly sets forth the understanding of the City of Creston, Iowa.

By: _____

Title: _____

System Review Report

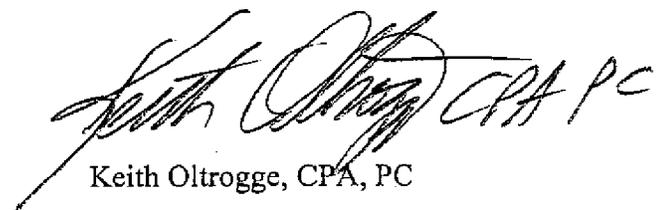
June 17, 2009

To the Shareholders
Draper, Snodgrass, Mikkelsen & Co, PC
And the Peer Review Committee of the Iowa Society of CPAs

We have reviewed the system of quality control for the accounting and auditing practice of Draper, Snodgrass, Mikkelsen & Co, PC (the firm) in effect for the year ended December 31, 2008. 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. 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. 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. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included an engagement performed under the *Government Auditing Standards*.

In our opinion, the system of quality control for the accounting and auditing practice of Draper, Snodgrass, Mikkelsen & Co, PC in effect for the year ended December 31, 2008, 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*. Draper, Snodgrass, Mikkelsen & Co, PC has received a peer review rating of *pass*.



Keith Oltrogge, CPA, PC

DRAPER, SNODGRASS, MIKKELSEN & CO., P.C.

CERTIFIED PUBLIC ACCOUNTANTS

FAX (641) 782-8423

PHONE (641) 782-8421 — P.O. BOX 71

MEMBERS - IOWA SOCIETY OF CPAs
AMERICAN INSTITUTE OF CPAs

309 EAST MONTGOMERY STREET
CRESTON, IOWA 50801

July 3, 2012

To the Honorable Mayor and City Council
City of Creston, Iowa
Creston, IA 50801

We are engaged to audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of City of Creston, Iowa for the year ended June 30, 2012. Professional standards require that we provide you with the following information related to our audit. We would also appreciate the opportunity to meet with you to discuss this information further since a two-way dialogue can provide valuable information for the audit process.

Our Responsibilities under U.S. Generally Accepted Auditing Standards and OMB Circular A-133

As stated in our engagement letter dated July 3, 2012, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

In planning and performing our audit, we will consider City of Creston, Iowa's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinions on the financial statements and not to provide assurance on the internal control over financial reporting. We will also consider internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133.

As part of obtaining reasonable assurance about whether City of Creston, Iowa's financial statements are free of material misstatement, we will perform tests of its compliance with certain provisions of laws, regulations, contracts, and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions is not an objective of our audit. Also in accordance with OMB Circular A-133, we will examine, on a test basis, evidence about City of Creston, Iowa's compliance with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement applicable to

RESOLUTION NO. ? – 13

RESOLUTION TO SPECIAL ASSESS NUISANCE ABATEMENT CHARGES DUE TO NON-PAYMENT BY PROPERTY OWNERS:

WHEREAS, the Creston City Council was presented with an estimate and a list of mowing nuisance abatements for the Summer of 2012, and;

WHEREAS, the City's Mowing Ordinance is advertised in the local newspaper and posted each season, and;

WHEREAS, if the length of vegetation is 12 inches or taller by the 1st and the 15th of each month, May through October, the City may mow said properties and charge the property owners, and;

WHEREAS, the City Administrator ordered the nuisances abated, and;

WHEREAS, the City Clerk billed the property owners and the City was never paid.

BE AND IT IS HEREBY RESOLVED that the Creston City Council approves that the charges shall be collected in the same manner as general property taxes for the properties legally described as –

308 S Maple – South ½ Lot 233 & North 4' Lot 234, OP; Parcel #24010-320-208-00	\$137.50
402 N Poplar – Lot 22, McDonald's N, Section A; Parcel #24010-390-020-00	\$156.25
208 N Cedar – Lot 161, McDonald's N, Section B; Parcel #24010-400-059-00	\$175.00
210 N Cedar – Lot 162, McDonald's N, Section B; Parcel #24010-400-060-00	\$175.00
610 W Mills (2) – Lot 91, West Creston, Section A; Parcel #24010-340-095-00	\$312.50
501 N Walnut – Lot 50, Block 1, Swigart's 1 st ; Parcel #24010-450-051-00	\$175.00
1103 N Elm – N-2 Lot 42, Swigart's N; Parcel #24010-470-062-00	\$175.00
1000 N Walnut – Lots 81 – 82, Swigart's N; Parcel #24010-470-091-00	\$125.00

BE AND IT IS FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to execute the proper documentation necessary.

BE AND IT IS FURTHER RESOLVED that any Resolution in conflict herewith is hereby repealed.

REC'D JUL 11 2012



Iowa Department of Transportation

800 Lincoln Way, Ames, Iowa 50010

Phone: 515-239-1048

Fax: 515-233-7983

Kay.thede@dot.iowa.gov

July 10, 2012

Creston Municipal Airport
Mike Taylor
PO Box 449; 116 W Adams
Creston, IA 50801

Dear Mike:

Congratulations! The FY 2013 State Airport Development Program project you requested was approved for funding by the Iowa Transportation Commission on July 10, 2012. The Iowa DOT grant award is for 85% of eligible costs up to a maximum state share of \$25,500 for the following project: Improve fence for access control.

Enclosed are two copies of an agreement between the airport sponsor and the Iowa Department of Transportation (Iowa DOT). The authorized sponsor should sign both copies, return one copy to my office, and keep one copy for your file.

Please review the agreement noting your required responsibilities and assurances, required affirmative action, targeted small business and audit requirements. If you will be requesting reimbursement for engineering services, you will need to provide me with a copy of the agreement. The Iowa DOT recommends that you your engineering agreements are either lump sum, or cost plus with fixed overhead rate and maximum allowed. Any engineering agreement more than \$50,000 must have a pre-audit completed by the Iowa DOT. All engineering agreements that are paid with state funds are subject to a final audit. Please include state related nondiscrimination and targeted small business clauses in your agreements.

The project must be under obligation within 12 months. Please note that only expenses incurred on or after the signature date on the agreement are eligible for reimbursement. Submit claims for reimbursement with copies of invoices, canceled checks or other documentation that the bills have been paid. Reimbursement will be in whole dollars, rounding down; however, the final reimbursement request may include any 'lost cents' up to the maximum grant amount.

A final acceptance form must be completed and submitted with the final claim for reimbursement. Required forms can be downloaded from the Office of Aviation Web site at <http://www.iowadot.gov/aviation/managersandsponsors/forms.html>.

If you have any questions regarding this information, please call me at 515-239-1048. Good luck with your airport project!

Sincerely,

A handwritten signature in cursive script that reads "Kay Thede".

Kay Thede
Aviation Program Manager

Enclosures
cc: Michelle McEnany, Office of Aviation

Project: Entrance Road Improvements	CGA PN: 4379.06	Change Order # 1
Owner: City of Creston	Contract Date:	
Contractor: Feldhacker Contracting, LLC	Contract Amount: \$437,258.00	

List below or on a separate sheet each change proposed in this order describing briefly and giving reasons for the changes. Attach copy of supplemental agreement covering any contract amendment.

PROPOSED CHANGES	Amount Increase or Decrease		
1. The Contractor has requested ten additional working days - five due to the staging requirements to maintain access to the airport and five additional working days for the paving of the alternate bid. No change in contract price.	\$0.00		
COPY			
Net Change This Order (+ or -)	\$0.00		
Net Changes Previous Orders:	\$0.00		
Total Net Changes to Date:	\$0.00		
Total Contract Time (Days) 30	Days Increased 10	Days Decreased 0	Total 40

If and when approved, I hereby accept this order both as to work to be performed and prices on which payment shall be based.

Contractor: Feldhacker Contracting, LLC		Date:	
By:	Title:		
Recommended	By:	Title: Project Engineer	Date:
Approved	By:	Title:	Date:
Attested	By:	Title:	Date:

Engineering Services Agreement Amendment #2



This AMENDMENT made as of the ____ day of _____, 2012, by and between the CITY OF CRESTON, IOWA, hereinafter called the OWNER or SPONSOR, and CLAPSADDLE-GARBER ASSOCIATES, INC., a corporation legally formed under the provisions of Chapter 496A of the 1966 Code of Iowa, hereinafter called the ENGINEER.

WHEREAS, the OWNER and ENGINEER have previously entered into an AGREEMENT dated November 15, 2011 for Engineering Services related to a project to reconstruct the entrance road and parking lot at the Creston Municipal Airport, in accordance with FAA standards.

WHEREAS, the Contractor has requested 10 additional working days to construct the project and,

WHEREAS, said additional working days will require additional Construction Observation time.

NOW THEREFORE, it is hereby agreed that paragraph 3.d. shall be amended by increasing the fixed payment amount by \$652 and increasing the not to exceed total fee shall be increased by \$6,375 as shown on the Attachment.

IN WITNESS WHEREOF, the parties hereto have made and executed this Amendment the day and year first above written.

OWNER:

City of Creston, Iowa

By: _____

Title: _____

ATTESTED BY:

Title: _____

ENGINEER:

Clapsaddle-Garber Associates, Inc.

By: Will Garber

Title: President

ATTESTED BY:

Title: _____

Attachment - Amendment #2

Labor Estimate
Entrance Road Improvements
Creston Municipal Airport
AIP # 3-19-0023-08

Phase	LABOR HOURS										Salary Cost	Over-head	Direct Exp.	Fixed Payment	Out-Side Services	FEE	% Complete	Progress Dollars	
	Proj Man	E. I.	Tech 10	Tech 9	Tech 8	Assoc 7													
PROJECT INSPECTION SERVICES																			
9.0 Construction Observation																			
9.1 Resident Observation																			
PHASE TOTAL	0	0	0	0	100	0	100	0	0	0	1,600.00	2,752.00	1,370.00	652.80				\$6,374.80	\$0.00
											1,600.00	2,752.00	1,370.00	652.80	0.00			\$6,374.80	\$0.00
PROJECT TOTALS	0	0	0	0	100	0	100	0	0	0	\$1,600.00	\$2,752.00	\$1,370.00	\$652.80	\$0.00			\$6,374.80	0

Direct Expenses:

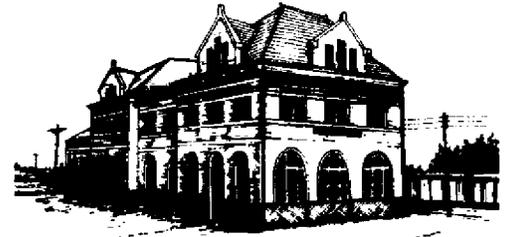
Personal Vehicle Mileage: \$0.50 per Mile
Survey Vehicle Mileage: \$1.00 per Mile
CAD computer Time: \$5 per hour
Round Trip = 270 miles

Survey Equipment: \$10 per hour
Per Diem (Meals & Misc.): \$20 travel day and \$25 Non-travel day

Outside Services: TEAM Services - Geotechnical and Construction Testing

City of
CRESTON, IOWA

116 W. Adams • P.O. Box 449 • Creston, Iowa 50801-0449
Phone 641-782-2000 • Fax 641-782-6377



Creston's Restored Depot and City Hall

July 13, 2012

TO: Mayor Woods and City Council Members

RE: Jacob Supinger, 308 S Lincoln, request to place fence in City right of way

Jacob Supinger is requesting an easement to place a 6 foot tall privacy fence approximately 3 feet into the city right of way along Lake Ave.

The Board of Adjustment will be meeting to consider the issue of a 6 foot tall privacy fence being placed in front of the buildings on the lot.

Attached is the permit application showing the location of this fence.

Please contact me with any questions at 782-2000 ext. 1 or at kkruse@crestoniowa.org.

Thank you,

A handwritten signature in cursive script, appearing to read 'Kevin Kruse'.

Kevin Kruse
Public Works Director

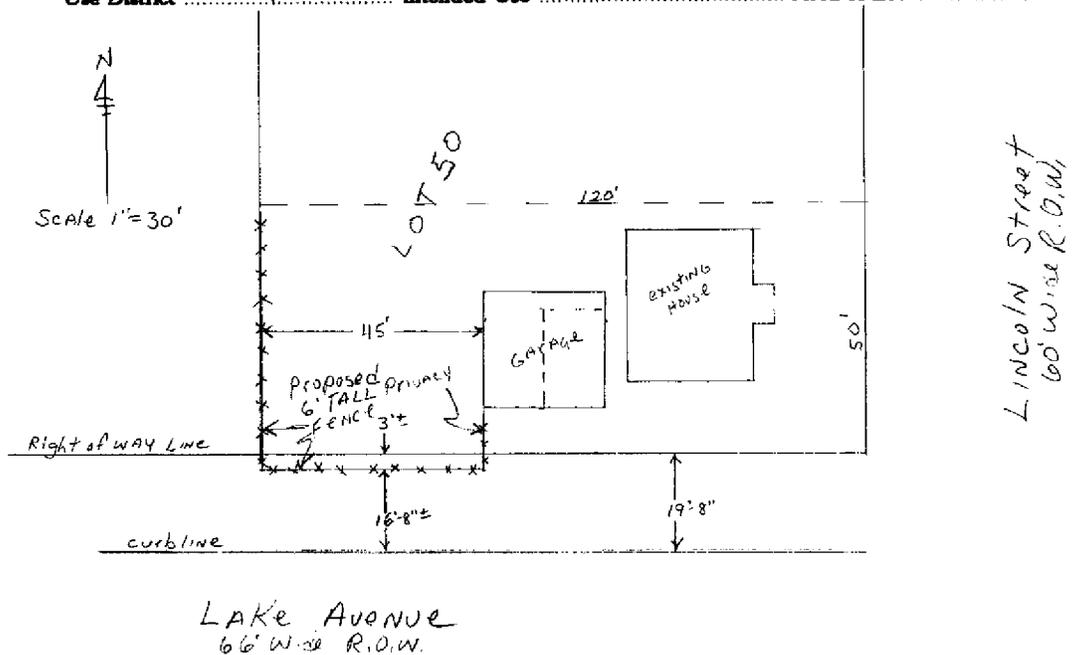
BUILDING PERMIT UNDER ZONING ORDINANCE OF CITY OF CRESTON, IOWA

Permit No. 9184

APPLICATION FOR PERMIT

Date 7-12-12

The undersigned hereby makes application to erect or remodel a 6' tall Privacy Fence on
 S- 50' Lot 50 Block Addition STONE + ELLIOT'S LAKE VIEW ADD
 No. Street
 Owned by JACOB SUPINGER
 Address 308 South Lincoln Phone
 Number of rooms Bedrooms Toilets
 Material: Exterior wall 6' TALL WOODEN Interior wall
 Foundation PRIVACY FENCE Roof Floor
 Sq. feet: Basement 1st Floor 2nd Floor Garage
 Valuation Fee Type of heat
 Ceiling Height: Basement 1st Floor 2nd Floor
 Dimensions of Building: Width Depth No. of Stories
 Use District R-1 Intended Use Area of Lot



This application and any permit that may be granted in response thereto are subject to all the laws of the State of Iowa, and all ordinances of the City of Creston, Iowa, and the rules and regulations of the State and local Board of Health, that may have a bearing on the same.

Applicant, being fully advised, hereby certifies that he is the owner or that he is authorized and empowered to represent the owner, who makes the accompanying application; that the application, plat, plans and specifications are true, and contain a correct description of the purposed building, lot and work, and use to which building is to be placed.

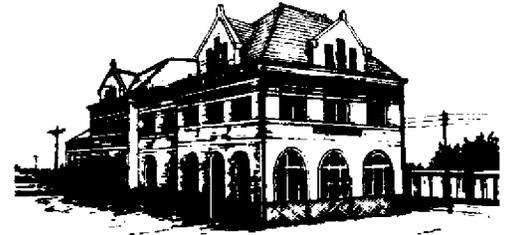
Denied for fence height in front yard
 Sent to B.O.A. 7-12-12
 Denied due to placement of fence
 in City Right of Way - sent to City Council 7-12-12
 Examined and approved this day of 20.....

Kendal Kline Signed Applicant

Administrative Officer

City of
CRESTON, IOWA

116 W. Adams • P.O. Box 449 • Creston, Iowa 50801-0449
Phone 641-782-2000 • Fax 641-782-6377



Creston's Restored Depot and City Hall

July 13, 2012

TO: Mayor and City and Council Members

RE: William and Anthony Stuart's rezoning request

On July 10, 2012 the Planning and Zoning Commission met to consider a request from Bill and Tony Stuart to rezone the area of 405 S Elm and 404 S Maple. This is the open area that is north of the group home on Monroe Street. I added the property of the group home to the request so that, if rezoned, would not be taking lots from the center of a block but would have a street as a boundary at least on one side.

The Planning and Zoning Commission voted to recommend to the Council that the property not be rezoned. I believe that, in part, that this was due to the fear of not knowing what may be built there.

The Zoning Code requires that any new multiple family unit with four or more units be approved by P&Z and the Council prior to construction if such a building would be proposed for these lots.

According the Comprehensive Plan for future land use, it does show this area as Multiple Family Residential.

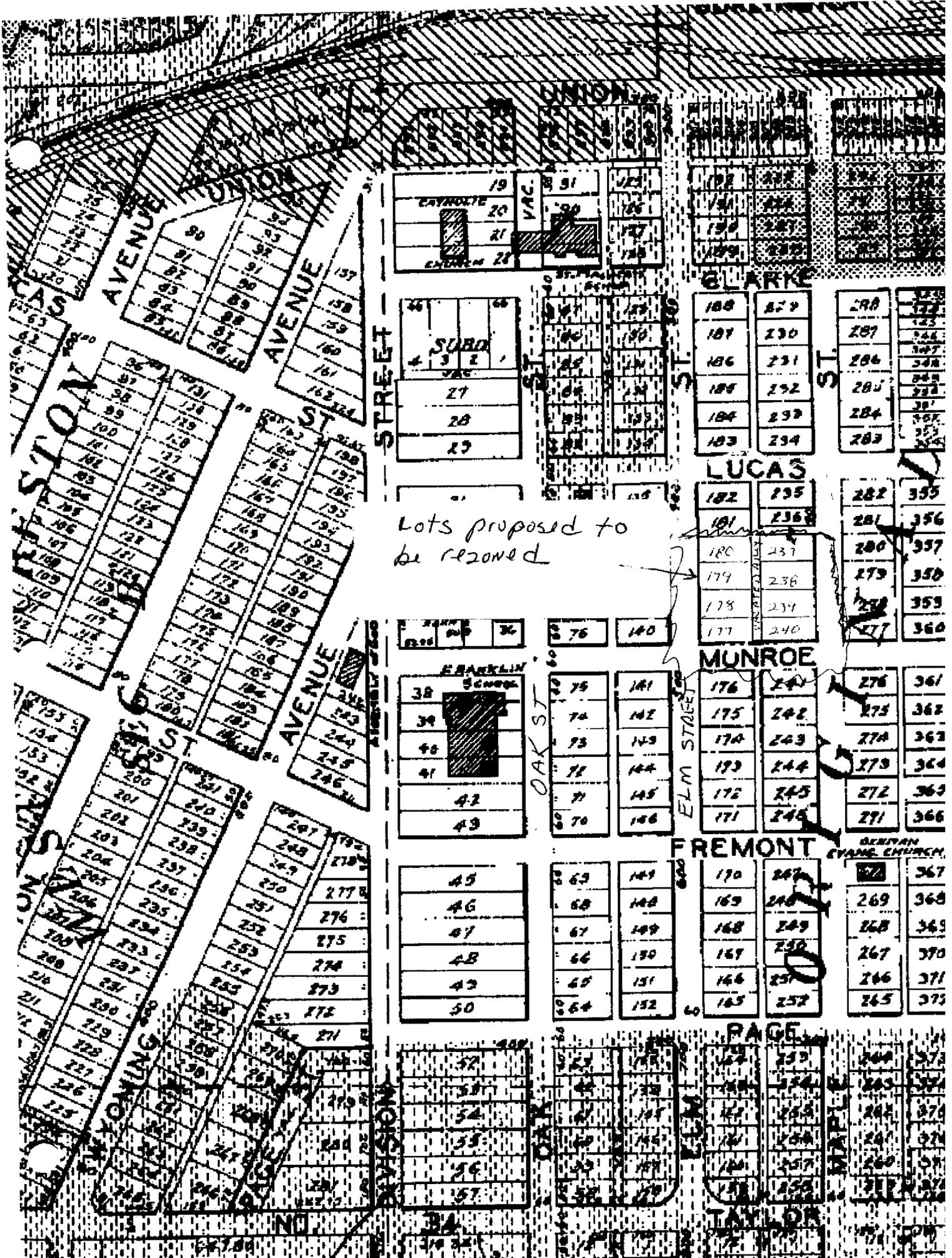
According to the Zoning Code the Council may do one of three things:

1. Affirm the recommendation of the P&Z Commission.
2. Over rule the recommendation of the P&Z Commission by a ¾ majority vote.
3. Refer the matter back to the Commission for further consideration.

Please contact me with any questions at 782-2000 ext.1 or at kkruse@crestoniowa.org.

Thank you,

Kevin Kruse
Public Works Director



19	51	125
CAYROUTE 20	50	126
21		127
22		128

46	68
SUBD	
4	3
JAC	
27	
28	
29	

188	229	288	328
187	230	287	327
186	231	286	326
185	232	285	325
184	233	284	324
183	234	283	323

Lots proposed to be rezoned

182	235	282	355
181	236	281	356
180	237	280	357
179	238	279	358
178	239	278	359
177	240	277	360

38	40	41
E BRANKLIN School		
39		
42		
43		

76	140
75	141
74	142
73	143
72	144
71	145
70	146

176	241	276	361
175	242	275	362
174	243	274	363
173	244	273	364
172	245	272	365
171	246	271	366

45
46
47
48
49
50

63	149
62	148
61	147
60	146
59	145
58	144
57	143
56	142
55	141

170	247	270	367
169	248	269	368
168	249	268	369
167	250	267	370
166	251	266	371
165	252	265	372

52
53
54
55
56
57

64	152
63	151
62	150
61	149
60	148
59	147
58	146
57	145
56	144
55	143
54	142
53	141
52	140

164	253	264	373
163	254	263	374
162	255	262	375
161	256	261	376
160	257	260	377
159	258	259	378



South Central Iowa Community Foundation

108 North Grand ~ Chariton, IA 5014_

Telephone (641) 217-9105 - Fax (641) 217-9209 - Website: www.scicf.org

June 21, 2012

Creston Fire Department
c/o Todd Jackson
500 N. Sumner Avenue
Creston, IA 50801

Dear Todd:

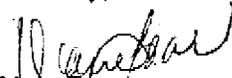
On behalf of the Union County – SCICF Board of Directors, I am pleased to inform you that the Board has awarded the Creston Fire Department **\$2,500.00** to purchase a gator type firefighting transport vehicle.

Enclosed please find an agreement to be signed and returned to the Foundation office and a copy for your organization. A grant awards presentation will be on Monday, July 23rd, 6:30 p.m. at the Union County Fair at the "Celebrity Beef Show" in Show Arena. The fairgrounds are on the east side of Afton and the show is in the north show ring (with a roof). Please let the office know who will be in attendance to accept the grant.

Also enclosed is a follow-up grant report. Once your project is complete please fill this form out, attach copies of invoices or receipts, and pictures of your project. This grant report is due on April 19th, 2013, but may be submitted to us as soon as your project is completed.

If you should have any questions, please contact the Foundation office at (641) 217-9105.

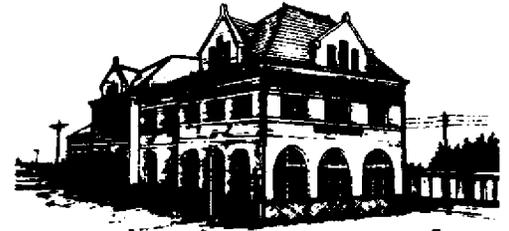
Sincerely,


Diane Bear
Executive Director

Enclosure: Grant agreement
Follow-up Grant Report

City of
CRESTON, IOWA

116 W. Adams • P.O. Box 449 • Creston, Iowa 50801-0449
Phone 641-782-2000 • Fax 641-782-6377



Creston's Restored Depot and City Hall

Board of Adjustment
Meeting Minutes
July 3, 2012

Tom Braymen called the meeting to order at 5:08 p.m.

Board members present were Ken Stults, Tom Braymen and Alan Shafer.

Board members not present was Gary Bucklin, Dick Lechtenberger.

Others present; Mike Bruce; Building Inspector, Kevin Kruse; Zoning Administrator and Brad Stehr.

The first item for consideration was a request from Bradley and Alisha Stehr, 1409 Clayton Road, to reconstruct and add on to their dwelling which was damaged by a tornado. The reason for the variance request is for failure to meet front yard requirements as set forth in the zoning code.

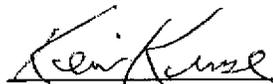
Brad Stehr was present to explain their request. Adjacent neighbors were notified by petition with no objections being received.

After due consideration Shafer moved and Stults seconded to approve the request.

With a voice vote all present voted in favor of the motion.

Meeting was adjourned at 5:10 p.m.

Respectfully submitted,



Kevin Kruse
Board Secretary

Park and Recreation Board
Meeting Minutes
Tuesday, June 12 2012

The Park and Recreation Board met in regular session. Attending were: John Kawa, Gary Borcharding, Mark Huff, Todd Kinkade, Birdie Sandeman, Betty Shelton, John Anderson and Victoria Brammer.

The Board approved the minutes of the June 5th, 2012 meeting.

Motion--Kawa

Second--Borcharding

All voted aye. Motion carried.

The board reviewed changes to the contract with Foghat, specifically the rental of instruments for the band. The board approved the rental of instruments in the amount of \$1,500 from the McKinley Park Restricted Gift Fund.

Motion-- Borcharding

Second-- Kawa

All voted aye. Motion carried.

The next meeting is scheduled for Tuesday June 19, 2012 at 5:30 pm in the McKinley Park Shelter #2.

The meeting adjourned at 6:30pm.

John Kawa, Chairman



Jane Brown, Secretary



Park and Recreation Board
Meeting Minutes
Tuesday, June 12 2012

The Park and Recreation Board met in regular session. Attending were: John Kawa, Gary Borcharding, Mark Huff, Betty Shelton, Rich Paulson and Victoria Brammer.

The Board approved the minutes of the June 19th, 2012 meeting.

Motion--Kawa

Second--Borcharding

All voted aye. Motion carried.

The board reviewed claims/payments through July 3, 2012

The board discussed the scheduling of events and evening entertainment for the McKinley Park Festival.

The Board approved payments to the following from the McKinley Park Restricted Gift Fund

Supertel	\$1,293.60
Atlantic Bottling	\$121.20

Motion--Kawa

Second--Borcharding

All voted aye. Motion carried.

The next meeting is scheduled for Tuesday July 10, 2012 at 5:30 pm in the McKinley Park Shelter #2.

The meeting adjourned at 6:30pm.

John Kawa, Chairman

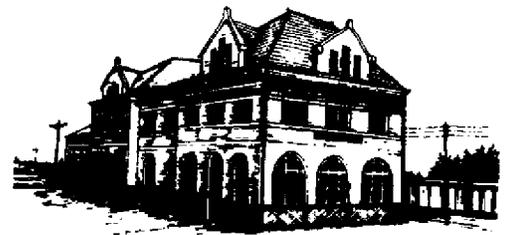


Jane Brown, Secretary



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Creston's Restored Depot and City Hall

**Planning and Zoning Commission
Meeting Minutes
July 10, 2012**

The Planning and Zoning Commission meeting was called to order by Dennis Brown at the Creston City Hall at 5:30 p.m.

Members present: Martin Shawler, Dennis Brown and Rick Foster.

Member absent was: Jerry White.

Also present was Kevin Kruse - Zoning Administrator, Richard and Marlene Mullin and Jack Shimer.

The item for consideration was a request from William and Anthony Stuart to rezone from R-1 Single Family to R-2 Multiple Family the area of 404 S Maple and 405 S Elm. The Zoning Administrator had also requested that the area of 201 and 203 W Monroe also be added to the request.

Kruse reported that Bill Stuart had contacted him to say that he has no plans for the property but has it listed for sale and thought that if the property was zoned as R-2 that it would help the property sell better. Kruse also reported that the 201 and 203 W Monroe properties were added to the request so that it would not be taking some lots out of the middle of a block and possibly rezoning those, but would be going to a street for a boundary.

A public hearing was held and Richard and Marlene Mullen spoke against the request stating reasons of sewer issues and fear of the unknown of what could possibly be built.

After due consideration Foster moved and Shawler seconded to recommend to the Creston City Council that these properties not be rezoned from R-1 Single Family to R-2 Multiple Family.

Being no further business the meeting was adjourned at 6:00 p.m.

Respectfully submitted,

Kevin Kruse
Board Secretary