



# TENTATIVE AGENDA

ROBINS CITY COUNCIL

MONDAY, JUNE 5<sup>TH</sup>, 2023

7:00 - P.M. IN ROBINS CITY HALL

*(ONE OR MORE MEMBERS OF THE COUNCIL MAY BE ATTENDING VIA ELECTRONIC DEVICE)*

## AGENDA:

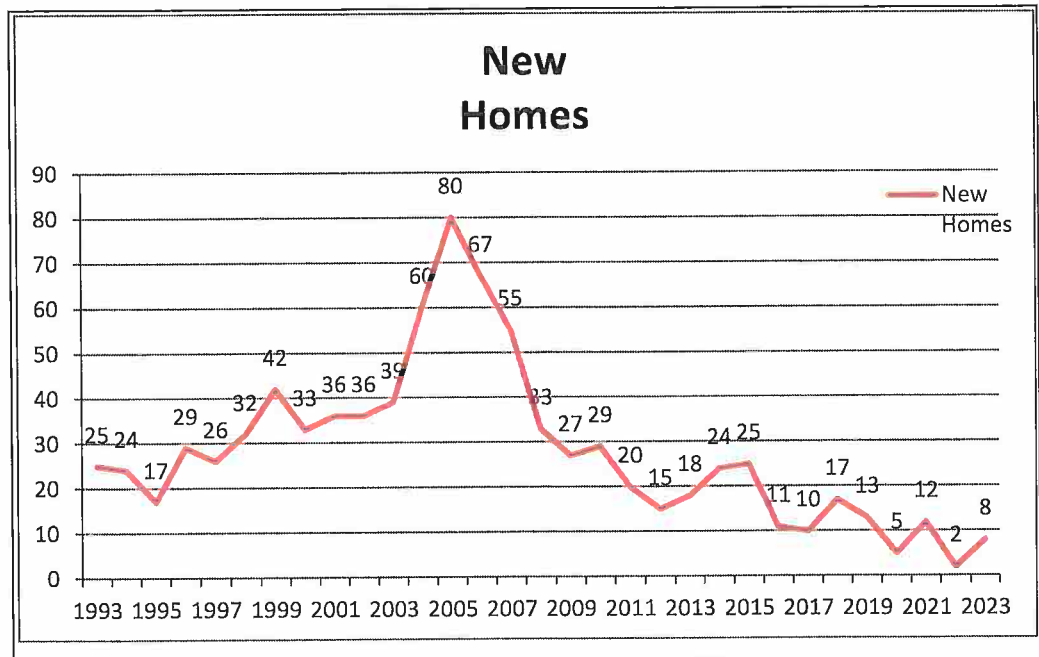
1. CALL THE MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE TO THE FLAG
3. ROLL CALL
4. APPROVAL OF THE AGENDA
5. MAYOR'S REPORT
6. COUNCIL REPORTS
7. ENGINEERS REPORT
8. WELCOME ROBINS AFFILIATED GIRLS SOFTBALL TEAM
9. CITIZEN COMMENTS – Agenda Items (limited to 3 minutes each)
10. CITIZEN COMMENTS – Non-Agenda Items (limited to 3 minutes each)
11. CONSENT AGENDA:
  - a. May 1<sup>st</sup> and May 15<sup>th</sup> meeting minutes.
  - b. Financial Report
  - c. List of Bills Submitted
  - d. Resolution No. 0623-1, approving application for a Cigarette Permit ( Casey's)
  - e. Resolution No. 0623-2, approving application for a Cigarette Permit (Otter Creek)
  - f. Resolution No. 0623-3, fireworks permit for Flashing Thunder for the Robins Roundup Festival.
  - g. Resolution No. 0623-4, Library Services Contract with Metro Library Network.
  - h. Resolution No. 0623-7, Transfer of Funds for Year Ending FY'24.
12. NEW BUSINESS
  - a. Resolution No. 0623-5, approving Pay Request #5 to Rathje Construction for work done on the SE Trunk Sanitary Sewer Improvements from S. Mentzer Road to Dry Creek.
  - b. Resolution No. 0623-6, Supplemental Agreement #2 with Snyder and Associates relating to Phase I and Phase II of the Southeast Trunk Sanitary Sewer Improvements from S. Mentzer Road to Dry Creek.
13. OLD BUSINESS

NONE
13. MOTION TO ADJOURN

**Robins**  
**Planning and Zoning Report**  
 May 31, 2023

Permit Number	BeginDate	Comment	PermitType	PartyName	FullAddress		City	State	Zip
					#	Street			
B23-001	03/30/23	New SFD Construction	Building	First Construction	3083	Arbury Ct.			
B23-001	04/07/23	New SFD Construction	Building		3083	Arbury Ct			
B23-002	04/14/23	New SFD Construction	Building	Rosanne Donnelly	300	Dutch Dr.			
B23-003	04/20/23	New SFD Construction	Building	Tom Shey	1965	Kaylin Ct			
B23-005	05/08/23	New Duplex/Gargae	Building	Kenwood Homes, LLC	875	Miles St.			
B23-006	05/08/23	New Duplex/Gargae	Building	Kenwood Homes, LLC	901	Miles St.			
BC23-001	03/03/23	ew Commercial Constructi	Building	FC Land LLC	3230	N. Ctr Pt. Rd #500			
BC23-002	05/	ew Commercial Constructi	Commercial	Andy Eicher	3201	Eagle View Ct.			

FY2023 Permits Issued	
January	22
February	12
March	30
April	28
May	39
June	
July	
August	
September	
October	
November	
December	
Total	131



# Robins Police Department

225 South 2<sup>nd</sup> Street

Robins, Iowa 52328

Non Emergency 366-5055

Scott A. Humphrey Chief of Police

## Monthly Statistics May 2023

Officer initiated	62	
Dispatched trips	30	
Traffic stops	25	
Warnings	17	
Citations	9	
Agency assist	10	
Speed checks Radar	20	
Disturbance calls	7	
Crime Reports	3	YTD 26
Suspicious Activity	1	
Medicals/Fire calls	9	
Alarms	1	
Investigation hours	72	
Reserve Hours	34	

Chief S.A. Humphrey

A handwritten signature in black ink, appearing to be 'S.A. Humphrey', is written over a horizontal line. To the right of the signature, the number '824' is handwritten.



ACCOUNT:	BALANCE 5/1/2023	MAY RECEIPTS	MAY EXPENSES	BALANCE 5/31/2023	PROPOSED BILLS	ANTICIPATED BALANCE
GENERAL FUND	\$2,187,383.82	\$35,461.46	\$82,511.53	\$2,140,333.75	\$120,265.92	\$2,020,067.83
ROAD USE	\$761,313.24	\$41,618.06	\$24,735.95	\$778,195.35	\$16,337.10	\$761,858.25
ROBINS BASEBALL	\$13,468.34	\$0.00	\$0.00	\$13,468.34	\$0.00	\$13,468.34
LOCAL OPTION TAX	\$2,074,119.70	\$50,545.57	\$0.00	\$2,124,665.27	\$0.00	\$2,124,665.27
TIF	\$863,772.44	\$13,403.84	\$851,848.00	\$25,328.28	\$0.00	\$25,328.28
DEBT SERVICE	\$280,717.36	\$857,000.16	\$1,120,915.00	\$16,802.52	\$0.00	\$16,802.52
CAPITAL PROJECTS	\$1,872,760.68	\$0.00	\$0.00	\$1,872,760.68	\$0.00	\$1,872,760.68
WATER UTILITY	\$200,121.27	\$3,000.00	\$1,238.12	\$201,883.15	\$905.58	\$200,977.57
SEWER UTILITY	\$664,277.10	\$6,203.34	\$42,509.79	\$627,970.65	\$25,824.73	\$602,145.92
<b>TOTALS</b>	<b>\$8,917,933.95</b>	<b>\$1,007,232.43</b>	<b>\$2,123,758.39</b>	<b>\$7,801,407.99</b>	<b>\$163,333.33</b>	<b>\$7,638,074.66</b>

Note: \$851,848.00 was transferred from TIF to Debt Service.

<b>May Revenues</b>	Police Fines	\$160.00
	Vehicle Inspections	\$1,040.00
	American Relief Plan	\$0.00
	Park Rental	\$750.00
	Golf Cart License	\$0.00
	Ball Diamond Usage	\$0.00
	City Hall Rental	\$500.00
	Building Permits	\$6,156.50
	Coseco Permits	\$200.00
	Engineering Services Fee	\$0.00
	Platting Fees	\$0.00
	Misc. Receipts	\$675.00
	Farmers Market	\$330.00
	Property Taxes	\$25,499.96
	Alcohol Permits	\$150.00
	Road Use Receipts	\$41,618.06
	Local Option Tax Receipts	\$50,545.57
	TIF Receipts	\$13,403.84
	Debt Service Receipts	\$5,152.16
	Bond Proceeds	\$0.00
	Capital Projects Reimbursements	\$0.00
	Cedar Rapids Water Reimbursement	\$0.00
	Water Main Fees	\$3,000.00
	Water Connection Fee	\$0.00
	Sewer User Fees	\$6,203.34
	System Development Fees	\$0.00
<b>Total Receipts</b>		<b>\$155,384.43</b>

Cash and Investment Account Balance as of 5/31/23

	Checking	Savings	CD's	Totals
General Fund	\$47,040.92	\$2,093,292.83	\$500,000.00	\$2,640,333.75
Road Use	\$45,663.40	\$732,531.95		\$778,195.35
Robins Baseball Inst.	\$212.67	\$13,255.67		\$13,468.34
Local Option Tax	\$55,292.48	\$2,069,372.79	\$500,000.00	\$2,624,665.27
TIF	\$14,040.97	\$11,287.31		\$25,328.28
Debt Service	\$6,052.15	\$10,750.37		\$16,802.52
Capital Projects	\$543.61	\$1,872,217.07		\$1,872,760.68
Water Utility	\$1,510.85	\$200,372.30		\$201,883.15
Sewer Utility	\$3,449.45	\$624,521.20		\$627,970.65
<b>Totals</b>	<b>\$173,806.50</b>	<b>\$7,627,601.49</b>	<b>\$1,000,000.00</b>	<b>\$8,801,407.99</b>

Vendor	Description	Parks 001-430	Police 001-110	Fire 001-150	General - Other	P&A 001-620	Road Use 110-210	Sewer Utility- 610-815	Water Utility 600-810	Lost/Capital Projects	Total	Check #
Aero Rental	ditch witch	330.00									330.00	
Alliant Energy	Electricity	256.50	200.22	200.21	1,568.56	168.41	131.55	166.24	21.11		2,712.80	
Amazon	supplies	162.90	307.08			110.33	43.28	29.98			653.57	
BSN Sports	parts	69.69									69.69	
Banacom Signs	service			35.00							35.00	
Batteries Plus	generator supplies			154.40							154.40	
Boeckmann, Neal	training			193.40							193.40	
Cedar Rapids Library	user fees				6,594.63			49.92			243.32	
Cedar Rapids Utility	usage	186.51	22.21	22.21	183.24	40.85	224.09	15,394.00			16,073.11	
City of Robins	sewer usage	134.50	43.00	43.00		76.00	81.00				377.50	
Clark's Pharmacy	supplies			6.60							6.60	
Colony Heating	parts		97.50	97.50							195.00	
Communications Engineering	fire alarm monitoring		187.50	187.50		375.00					750.00	
Copyworks	service					18.75					18.75	
Coremark	supplies		210.37	210.36			210.37				631.10	
D&K Products	seed						263.00				263.00	
Dinges Fire	repairs			723.88							723.88	
EMC Insurance	2 months -final FY 23		3,000.00	3,400.00		1,629.90	5,000.00	4,000.00			17,029.90	pd online
Emergency Medical Product	supplies			234.96							234.96	
EMS Learning Center	supplies			12.00							12.00	
Ever-green Landscape	supplies						80.00				80.00	
Fayette Co. Sheriff	service				64.56						64.56	
Gazette	publications					113.87					113.87	
Goodin, Lisa	phone stipend					49.92					49.92	
Grainger	parts			551.81							551.81	
Henderson Truck	parts						57.63				57.63	
Hiawatha Library	user fees				10,049.08						10,049.08	
Home Depot	camera parts	88.41									88.41	
Humphrey, Andy	phone stipend		49.92								49.92	
Iowa Law Enforcement	training		300.00								300.00	
Iowa One Call	locates							78.30			78.30	
John Deere Credit (Thiesons)	parts & supplies						737.58				737.58	
Keldkamp, Keith	phone stipend			49.92							49.92	
Kiecks	uniforms		472.79								472.79	
Linn Co-op Lawn Care	sprayed weeds	1,361.50	121.68	121.67	66.00	121.65					1,792.50	
Linn County REC	Electricity				1,118.57			349.51	884.47		2,352.55	
Linn County Sheriff	auto service		84.41								84.41	
Lynch-Dallas	service					2,572.60					2,572.60	
Manhart, Gary	phone stipend		49.92								49.92	
Marion Iron	supplies						52.72				52.72	
Marion Library	user fees				9,990.49						9,990.49	
Matheson Gas	supplies						78.05				78.05	
Menards	supplies	217.01					86.68				303.69	
Metro Studios	Web hosting				169.95						169.95	
Mid-American	natural gas				45.11		16.08	37.23			192.58	
Midway Outdoor	mower parts		47.08	47.08	162.12		55.59				217.71	
Midwest Shooting	training		348.99								348.99	
Midwest Wheel	parts						84.82				84.82	

[illegible]



## The City of Chino

## Budget Tracking

6/2/23	July 22	Aug 22	Sept 22	Oct 22	Nov 22	Dec 22	Jan 23	Feb 23	Mar 23	April 23	May 23	June 23	Total	Budget	Balance
<b>1. PUBLIC SAFETY</b>															
<b>Police Department</b>															
Salaries	11,164	9,675	9,515	15,225	15,837	16,403	10,488	12,728	11,289	11,525	10,984	11,238	146,071	145,000	-1,071
FICA, City Share	841	726	714	1,151	1,198	1,241	788	960	850	868	826	884	11,047	11,093	46
IPERS, City Share	835	628	696	1,174	1,320	1,271	739	831	1,051	1,073	1,023	1,046	11,687	13,500	1,813
Health Insurance	1,512	1,641	1,641	1,641	1,641	1,641	1,641	1,641	1,641	1,641	1,796	1,789	19,866	25,000	5,134
Training/Travel	0	70	0	0	0	0	30	550	166	0	645	649	2,110	5,000	2,890
Building Maintenance	252	149	74	0	126	2,598	65	155	0	137	0	436	3,992	5,000	1,008
Gas & Oil	945	810	549	413	364	497	381	329	542	412	471	501	6,214	6,000	-214
Vehicle Repair	42	38	59	0	332	58	0	1,487	0	2,116	2,974	84	7,190	5,000	-2,190
Utilities	406	452	445	422	305	304	443	718	583	458	329	313	5,178	6,000	822
Communications	148	128	158	99	149	93	116	114	293	229	132	266	1,925	2,000	75
Municipal Insurance	0	0	2,447	3,750	0	0	0	3,000	1,500	0	1,500	3,000	15,197	15,000	-197
State/County Charges	0	0	0	0	0	0	300	300	0	0	100	0	700	2,500	1,800
Dispatch Fees	0	0	0	0	0	0	0	5,098	0	0	0	0	5,098	5,100	2
Computer/Software	675	355	1,276	1,373	35	948	140	586	115	335	155	780	6,773	7,500	727
Misc. Supplies	1,697	320	1,901	807	205	731	315	16	59	1,103	2,194	807	10,155	12,000	1,845
Guns/Holsters/Lights	0	0	748	0	2,573	787	965	0	0	0	0	0	5,073	4,200	-873
Signs/Cameras	0	0	0	0	0	0	330	0	0	0	0	0	330	15,000	14,670
Reserve Program Costs	0	0	0	168	0	0	0	204	327	716	0	0	1,415	3,000	1,585
New Car	0	0	0	0	0	0	0	0	0	0	0	0	0	52,000	52,000
<b>Police Total</b>	<b>18,517</b>	<b>14,992</b>	<b>20,223</b>	<b>26,223</b>	<b>24,085</b>	<b>26,572</b>	<b>16,741</b>	<b>28,717</b>	<b>18,416</b>	<b>20,613</b>	<b>23,129</b>	<b>21,793</b>	<b>260,021</b>	<b>339,893</b>	<b>79,872</b>
<b>Fire Department</b>															
Salaries & Stipends	13,290	1,194	1,373	12,533	1,596	1,213	13,922	1,114	1,225	15,002	1,882	1,237	65,581	70,000	4,419
FICA	1,014	89	103	956	120	91	1,062	83	92	1,167	147	92	5,016	5,355	339
IPERS	221	111	128	221	191	114	904	105	116	740	177	117	3,145	2,000	-1,145
Health Insurance	347	235	235	368	235	235	364	235	235	414	235	255	3,600	3,600	0
Dues/Memberships	0	0	0	0	0	200	0	180	0	50	0	0	430	600	170
Fire Training	0	0	0	0	633	50	0	708	1,126	0	68	193	2,778	2,900	122
Medical Training	0	0	50	0	633	0	663	2,237	0	0	0	12	3,595	4,400	805
Station Maintenance	957	149	8,030	261	1,260	1,340	1,485	1,014	238	2,611	2,313	1,352	21,010	11,541	-9,469
Gas & Oil	74	273	93	259	312	188	132	148	118	95	132	395	2,219	1,800	-419
Truck Repair	207	225	87	1,669	0	304	0	525	0	0	0	1,290	4,307	9,100	4,793
Utilities	406	453	445	419	305	304	443	734	583	460	329	313	5,194	6,000	806
Communications	49	64	79	50	74	166	57	42	167	34	55	96	933	850	-83
Municipal Insurance	0	65	2,447	5,000	0	1,608	0	3,400	1,700	0	1,700	97	16,017	20,000	3,983
Immunizations	177	0	0	0	0	0	0	502	1,243	1,350	2,310	3,400	8,982	6,000	-2,982
Medical Supplies	0	130	0	0	178	0	34	49	272	0	230	242	1,135	2,000	865
Major Equipment	344	0	0	0	0	0	0	0	0	13	0	0	357	500	143
Attire	0	0	0	0	0	0	0	0	1,965	468	0	35	2,468	6,000	3,532
<b>Fire Total</b>	<b>17,086</b>	<b>2,988</b>	<b>13,070</b>	<b>21,736</b>	<b>5,537</b>	<b>5,813</b>	<b>19,066</b>	<b>11,076</b>	<b>9,080</b>	<b>22,404</b>	<b>9,578</b>	<b>9,126</b>	<b>143,167</b>	<b>152,646</b>	<b>9,479</b>
<b>Animal Control</b>	<b>205</b>	<b>0</b>	<b>0</b>	<b>130</b>	<b>410</b>	<b>260</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>375</b>	<b>0</b>	<b>0</b>	<b>1,380</b>	<b>2,500</b>	<b>1,120</b>
<b>TOTAL PUBLIC SAFETY</b>	<b>35,808</b>	<b>17,980</b>	<b>33,293</b>	<b>48,089</b>	<b>30,032</b>	<b>32,645</b>	<b>35,807</b>	<b>39,793</b>	<b>27,496</b>	<b>43,392</b>	<b>32,707</b>	<b>30,919</b>	<b>404,568</b>	<b>495,039</b>	<b>90,472</b>
<b>2. PUBLIC WORKS</b>															
Drainage Salaries	1,419	1,144	1,403	1,527	526	588	526	680	526	526	909	1,583	11,357	16,000	4,643
FICA-City Share	108	86	106	116	39	44	39	51	39	39	69	120	856	1,224	368
IPERS-City Share	134	107	132	144	50	55	50	64	50	50	86	149	1,071	1,510	439

6/2/23	July 22	Aug 22	Sept 22	Oct 22	Nov 22	Dec 22	Jan 23	Feb 23	Mar 23	April 23	May 23	June 23	Total	Budget	Balance
Health Insurance	92	118	117	101	128	118	101	118	118	95	118	127	1,351	1,400	49
Mowing Costs	11	36	60	28	0	4	22	161	0	0	60	162	544	3,600	3,056
Bridge/Drainage	1,250	1,841	107	291	9,458	531	0	0	0	66	0	1,028	14,572	60,000	45,428
Tree Maintenance	0	0	0	0	0	0	0	0	0	0	0	0	0	2,500	2,500
NPDES Requirements	0	0	0	0	0	0	0	0	245	0	0	0	245	2,500	2,255
SE Trunk Sewer (Amer)	0	6,711	3,932	126,401	207,199	19,921	10,919	80,618	175	52,775	0	14,819	523,470	528,862	5,392
W. Main St. Trail	0	0	0	10,570	12,700	0	10,687	0	18,228	9,219	5,658	9,642	76,704	0	-76,704
<b>Streets Total</b>	<b>3,014</b>	<b>10,043</b>	<b>5,857</b>	<b>139,178</b>	<b>230,100</b>	<b>21,261</b>	<b>22,344</b>	<b>81,692</b>	<b>19,381</b>	<b>62,770</b>	<b>6,900</b>	<b>27,630</b>	<b>630,170</b>	<b>617,596</b>	<b>-12,574</b>
Street Lighting	2,485	2,476	2,694	2,571	2,217	2,591	2,863	3,254	2,694	2,694	2,623	2,687	31,849	35,000	3,151
Traffic Signs	66	0	343	536	0	92	0	0	15,261	200	0	0	16,498	28,000	11,502
Solid Waste	0	62	0	20	0	15,544	0	0	0	67	0	0	15,693	27,000	11,307
<b>TOTAL PUBLIC WORKS</b>	<b>5,565</b>	<b>12,581</b>	<b>8,894</b>	<b>142,305</b>	<b>232,317</b>	<b>39,488</b>	<b>25,207</b>	<b>84,946</b>	<b>37,336</b>	<b>65,731</b>	<b>9,523</b>	<b>30,317</b>	<b>694,210</b>	<b>707,596</b>	<b>13,386</b>
<b>4. CULTURE &amp; RECREATION</b>															
Library Service	0	0	26,634	0	0	0	53,268	0	0	0	0	26,634	106,536	120,000	13,464
<b>Parks Department</b>															
Salaries	3,267	2,522	3,449	2,640	1,935	1,317	823	1,144	786	891	1,910	5,142	25,826	32,000	6,174
FICA	249	192	263	201	147	100	62	86	59	67	145	392	1,963	2,448	485
IPERS	308	237	325	249	183	124	78	108	74	84	180	485	2,435	3,021	586
Health Insurance	92	118	118	101	117	118	101	117	118	95	118	127	1,340	1,500	160
Maintenance	274	1,346	14	442	6,862	1,283	0	448	1,418	649	1,210	2,041	15,987	30,000	14,013
Park Camera System	0	0	0	0	0	0	0	0	0	0	0	0	0	3,000	3,000
Utilities	307	694	477	430	516	528	228	246	379	215	220	1,128	5,368	4,500	-868
Multi-Gen/Pickleball	0	0	0	0	0	0	0	0	0	0	0	0	0	50,000	50,000
<b>Total</b>	<b>4,497</b>	<b>5,109</b>	<b>4,646</b>	<b>4,063</b>	<b>9,760</b>	<b>3,470</b>	<b>1,292</b>	<b>2,149</b>	<b>2,834</b>	<b>2,001</b>	<b>3,783</b>	<b>9,315</b>	<b>52,919</b>	<b>126,469</b>	<b>73,550</b>
Cemetery	0	0	0	0	0	0	0	0	0	0	0	0	0	2,500	2,500
Special Events	0	0	0	0	150	133	170	0	750	818	0	0	2,021	1,700	-321
City Entrance Signs	0	0	47	0	0	0	0	0	0	0	0	0	47	500	453
<b>TOTAL CULTURE &amp; REC.</b>	<b>4,497</b>	<b>5,109</b>	<b>4,693</b>	<b>4,063</b>	<b>9,910</b>	<b>3,603</b>	<b>1,462</b>	<b>2,149</b>	<b>3,584</b>	<b>2,819</b>	<b>3,783</b>	<b>9,315</b>	<b>54,987</b>	<b>131,169</b>	<b>76,182</b>
<b>5. COMMUNITY &amp; ECONOMIC DEVELOPMENT</b>															
<b>P&amp;Z Inspectors/Building</b>															
Salaries	5,621	5,750	5,651	5,755	5,688	5,634	5,697	5,764	5,755	5,525	7,172	5,954	69,966	71,000	1,034
Meeting Fees	862	0	0	101	0	0	483	0	0	101	0	0	1,547	2,000	453
FICA	423	433	425	433	428	424	429	434	433	416	542	448	5,268	5,432	164
IPERS	531	543	533	543	537	532	538	544	543	522	677	562	6,605	6,702	97
Health Insurance	767	830	830	830	830	830	830	830	830	830	990	902	10,129	15,000	4,871
Mileage/Stipends	0	0	0	0	0	0	0	0	0	0	0	0	0	400	400
Communications	49	49	50	50	72	106	46	42	47	41	55	78	685	500	-185
Training	0	0	0	0	0	85	295	0	200	0	0	0	580	5,000	4,420
Misc. Supplies	0	583	249	134	0	0	287	30	94	117	0	65	1,559	2,500	941
Vehicle	0	62	96	44	43	41	37	0	36	34	83	96	572	2,000	1,428
<b>TOTAL COMM. &amp; ECON. I</b>	<b>8,253</b>	<b>8,250</b>	<b>7,834</b>	<b>7,890</b>	<b>7,598</b>	<b>7,652</b>	<b>8,642</b>	<b>7,644</b>	<b>7,938</b>	<b>7,586</b>	<b>9,519</b>	<b>8,105</b>	<b>96,911</b>	<b>110,534</b>	<b>13,623</b>
<b>6. GENERAL GOVERNMENT</b>															
<b>Mayor/Council</b>															
Salaries	1,900	400	400	1,540	400	400	1,540	400	400	3,040	400	400	11,220	19,800	8,580
FICA	127	31	31	103	31	31	103	31	31	170	31	31	751	1,515	764
IPERS	28	0	0	23	0	0	45	0	0	96	0	0	192	500	308
Gas Stipends	307	0	0	210	0	0	310	0	0	210	0	0	1,037	2,000	963
<b>Total Mayor/Council</b>	<b>2,362</b>	<b>431</b>	<b>431</b>	<b>1,876</b>	<b>431</b>	<b>431</b>	<b>1,998</b>	<b>431</b>	<b>431</b>	<b>3,516</b>	<b>431</b>	<b>431</b>	<b>13,200</b>	<b>23,815</b>	<b>10,615</b>
<b>Policy &amp; Admin.</b>															



6/2/23	July 22	Aug 22	Sept 22	Oct 22	Nov 22	Dec 22	Jan 23	Feb 23	Mar 23	April 23	May 23	June 23	Total	Budget	Balance
Salaries	6,667	6,798	6,798	6,798	6,798	6,798	6,798	6,798	6,798	6,798	6,798	6,798	81,445	86,000	4,555
FICA	495	504	504	504	504	721	504	504	503	504	504	503	6,254	6,579	325
IPERS	629	642	642	642	642	642	642	642	642	642	642	642	7,691	8,118	427
Health Insurance	1,771	1,922	1,922	1,922	1,922	1,922	1,922	1,922	5,630	1,922	2,040	2,028	26,845	31,500	4,655
Dues/Memberships	2,080	0	0	0	0	0	0	0	0	600	0	0	2,680	4,000	1,320
Training/Travel	0	0	0	0	0	0	0	0	0	0	0	0	0	1,000	1,000
Strategic Planning	0	0	0	0	0	0	0	0	0	0	0	0	0	20,000	20,000
Clock Tower Maintenance	0	0	0	0	0	0	0	1,232	1,140	0	0	0	2,372	1,500	-872
Communications	99	129	158	676	149	217	116	284	95	192	166	246	2,527	2,700	173
Publications	129	435	331	113	344	109	109	136	239	122	1,459	0	3,417	3,000	-417
R/L Engineering	0	3,973	3,314	1,740	0	2,631	2,951	0	0	305	0	6,372	21,286	10,000	-11,286
Engineering	0	28,709	11,241	13,636	17,883	4,909	6,947	4,984	4,279	1,388	124	10,999	105,099	30,000	-75,099
Municipal Insurance	0	0	2,447	2,294	0	845	0	1,730	807	0	807	1,630	10,560	40,000	29,440
Legal	1,480	2,523	1,719	891	2,625	938	891	1,077	1,332	0	2,561	2,573	18,610	50,000	31,390
Data Processing	280	400	1,089	105	0	8,387	315	275	420	2,225	80	655	14,231	12,000	-2,231
Corridor MPO	0	0	0	0	2,617	0	0	0	3,500	0	0	0	6,117	4,000	-2,117
Office Supplies	4	426	231	412	1,547	562	238	801	715	283	617	0	5,836	7,000	1,164
Misc. Supplies	1,337	0	807	9	0	0	682	0	0	266	6	267	3,374	3,000	-374
Postage	0	205	0	188	126	63	0	0	0	0	0	0	582	800	218
Office Contingencies	3,225	3,225	0	0	0	3,225	1,072	0	0	2,397	0	114	13,258	11,500	-1,758
Digitalize Files	0	0	0	0	0	0	0	0	0	0	0	0	0	3,000	3,000
<b>Total Policy &amp; Admin</b>	<b>18,196</b>	<b>49,891</b>	<b>31,203</b>	<b>29,930</b>	<b>35,157</b>	<b>31,969</b>	<b>23,078</b>	<b>20,385</b>	<b>26,100</b>	<b>17,644</b>	<b>15,804</b>	<b>32,827</b>	<b>332,184</b>	<b>335,697</b>	<b>3,513</b>
<b>City Hall/Buildings</b>															
Salary - Cleaning	1,587	222	173	191	569	334	649	309	414	791	674	253	6,166	4,500	-1,666
FICA	121	17	13	15	43	26	50	24	32	61	52	19	473	344	-129
IPERS	150	21	16	18	54	32	61	29	39	75	64	24	583	425	-158
Maintenance	528	224	62	0	0	339	127	7	650	2,546	619	122	5,224	10,000	4,776
Utilities	251	341	306	335	121	326	323	516	448	382	266	330	3,945	4,500	555
Church Planning/Design	0	0	0	0	235	0	0	0	0	0	0	0	235	80,000	79,765
<b>City Hall Total</b>	<b>2,637</b>	<b>825</b>	<b>570</b>	<b>559</b>	<b>1,022</b>	<b>1,057</b>	<b>1,210</b>	<b>885</b>	<b>1,593</b>	<b>3,855</b>	<b>1,675</b>	<b>748</b>	<b>16,626</b>	<b>99,769</b>	<b>83,143</b>
<b>TOTAL GENERAL GOVER</b>	<b>23,195</b>	<b>51,147</b>	<b>32,204</b>	<b>32,365</b>	<b>36,610</b>	<b>33,457</b>	<b>26,286</b>	<b>21,701</b>	<b>28,114</b>	<b>25,015</b>	<b>17,910</b>	<b>34,006</b>	<b>362,010</b>	<b>459,281</b>	<b>97,271</b>
<b>TOTAL GENERAL FUND</b>	<b>77,318</b>	<b>95,067</b>	<b>86,918</b>	<b>234,712</b>	<b>316,467</b>	<b>116,845</b>	<b>97,404</b>	<b>156,233</b>	<b>104,468</b>	<b>144,543</b>	<b>73,442</b>	<b>112,662</b>	<b>1,616,079</b>	<b>1,903,619</b>	<b>290,934</b>
<b>Road Use</b>															
Salaries	7,268	7,913	7,918	5,854	8,678	8,425	6,299	5,761	5,390	7,096	7,306	8,666	86,474	85,000	-1,474
FICA, City Share	548	589	597	440	655	853	474	432	403	535	550	653	6,729	6,503	-226
IPERS, City Share	684	734	736	552	819	796	594	544	509	669	690	818	8,145	8,024	-121
Health Insurance	894	1,065	1,065	973	1,065	1,065	976	1,065	1,065	941	1,175	1,156	12,505	17,000	4,495
Building Repair/Maint	656	36	76	0	34	0	0	0	449	314	532	29	2,126	33,000	30,874
Gas/Oil/Maintenance	606	609	1,781	434	301	1,705	261	3,658	923	267	346	513	11,404	7,000	-4,404
Equipment Repairs	198	205	432	203	217	3,900	200	1,884	425	58	0	534	8,053	20,000	11,947
Utilities	173	235	202	243	21	225	258	697	593	451	266	269	3,633	3,200	-433
Communications	197	262	278	248	367	353	244	221	237	414	277	270	3,368	2,500	-868
Insurance	0	0	2,447	7,500	0	2,411	0	5,000	2,500	0	2,500	5,000	27,358	30,000	2,642
Legal/Engineering	0	1,119	261	920	1,035	0	78	0	163	548	0	1,533	5,657	5,000	-657
Street Maint/Construct	0	16,784	17,157	4,688	0	23,397	0	0	0	0	5,220	676	67,922	200,000	132,078
Traffic Signs	0	0	0	0	0	0	0	0	0	0	0	0	0	3,000	3,000
Parts & Repair	880	2,849	1,292	272	578	693	249	560	474	536	288	1,138	9,809	12,000	2,191
Major Equipment	0	0	0	0	26	0	0	0	99	0	0	28	153	1,000	847
Rock/Sand/Material	123	0	2,188	591	636	0	7,694	5,088	8,687	136	0	127	25,270	31,000	5,730

6/2/23	July 22	Aug 22	Sept 22	Oct 22	Nov 22	Dec 22	Jan 23	Feb 23	Mar 23	April 23	May 23	June 23	Total	Budget	Balance
Contracted Services	0	0	0	0	0	0	0	0	0	0	0	0	0	5,000	5,000
Capital Imp/Truck Res.	0	0	0	0	0	0	0	0	0	0	0	0	0	157,082	157,082
Snow truck #2 Reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	94,259	94,259
03 Utility Truck Reserve	0	0	0	0	38,136	26,188	0	650	0	0	0	0	64,974	75,000	10,026
Large Eq. Reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	40,501	40,501
Replace Bobcat	0	0	0	0	0	0	0	0	0	0	0	0	0	7,100	7,100
Salt Shed	0	6,035	0	615	79,011	29,834	9,702	5,754	0	0	0	0	130,951	150,000	19,049
NEPA Engineering	0	0	0	0	0	0	0	0	0	0	0	0	0	25,000	25,000
18 Utility Truck Reser.	0	0	0	0	0	0	0	0	0	0	0	0	0	18,750	18,750
<b>STREETS TOTAL</b>	<b>12,227</b>	<b>38,335</b>	<b>36,430</b>	<b>23,330</b>	<b>131,579</b>	<b>99,845</b>	<b>27,029</b>	<b>31,314</b>	<b>21,917</b>	<b>11,965</b>	<b>19,150</b>	<b>21,410</b>	<b>474,531</b>	<b>1,036,919</b>	<b>328,017</b>
Snow Removal Wages	258	263	263	263	263	337	2,055	3,470	1,882	658	448	263	10,423	15,000	4,577
FICA-Snow	19	20	20	20	20	25	20	265	143	50	34	20	793	1,148	355
IPERS, City Share	24	24	24	25	25	32	194	328	178	62	42	25	983	1,416	433
Health Insurance	43	55	55	47	55	55	48	55	55	45	55	60	628	1,100	472
Snow Removal Total	344	362	362	355	363	449	2,454	4,118	2,258	815	579	368	12,827	18,664	5,837
<b>ROAD USE TOTAL</b>	<b>12,571</b>	<b>38,697</b>	<b>36,792</b>	<b>23,685</b>	<b>131,942</b>	<b>100,294</b>	<b>29,483</b>	<b>35,432</b>	<b>24,175</b>	<b>12,780</b>	<b>19,729</b>	<b>21,778</b>	<b>487,358</b>	<b>1,055,583</b>	<b>333,854</b>
<b>RBI Equipment</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,000</b>	
<b>LOCAL OPTION TAX</b>															
SE Trunk Sewer Overage		0			0	0	0	0			0	0	0	172,000	172,000
W. Main St. Trail	68,759	21,288	3,618		93,664	14,328		13,465			0	0	215,122	270,000	54,878
Kings Way Water			5,323		828	0	0	0			0	0	6,151	0	-6,151
Robbins Park Land		0			0	0	0	0			0	0	0	400,000	400,000
	<b>68,759</b>	<b>21,288</b>	<b>8,941</b>	<b>0</b>	<b>94,492</b>	<b>14,328</b>	<b>0</b>	<b>13,465</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>221,273</b>	<b>842,000</b>	<b>620,727</b>
<b>7. DEBT SERVICE</b>															
2016 Bond					0						300,000		300,000	300,000	0
Principal					13,341						13,341		26,682	26,683	1
Interest					13,341						313,341		326,682	326,683	1
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>13,341</b>	<b>0</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>313,341</b>	<b>0</b>	<b>326,682</b>	<b>326,683</b>	<b>1</b>
2020 Bond											790,000		790,000	790,000	0
Principle					17,574						17,574		35,148	35,148	0
Interest					17,574						807,574		825,148	825,148	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>17,574</b>	<b>0</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>825,148</b>	<b>825,148</b>	<b>0</b>
Rebate - Meine					0						0		1,100	1,200	100
Bonding Fees	250	0			0	850							1,152,930	1,153,031	101
<b>TOTAL DEBT SERVICE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>30,915</b>	<b>850</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,120,915</b>	<b>0</b>	<b>1,152,930</b>	<b>1,153,031</b>	<b>101</b>
<b>8. CAPITAL PROJECTS</b>															
CHR w/Linn County			728	16,016	0	0	0				0		16,744	325,000	308,256
Tower Terrace Inter.	0	0		0	0	0	0				0		0	200,000	200,000
Indian Creek Sewer	0				0	0	0	750,000			0		750,000	1,750,000	1,000,000
<b>Total Capital Projects</b>	<b>0</b>	<b>0</b>	<b>728</b>	<b>16,016</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>750,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>766,744</b>	<b>2,275,000</b>	<b>1,508,256</b>
<b>9. BUSINESS TYPE</b>															
Water Utility															
Pump Station Electricit	882	812	778	646	840	847	931	1196	1206	1117	1238	906	11,399	13,000	1,601
Misc. Items	0	498	282	79	522	256	0	0	665	76	0	0	2,378	15,000	12,622
Burd Water Main Upgr.	0	0		0	0	0	0	0	0	0	0	0	0	86,000	86,000
Booster Stn. Reserves	0	0		0	0	0	0	0	0	0	0	0	0	20,000	20,000
<b>TOTAL WATER UTILI</b>	<b>882</b>	<b>1,310</b>	<b>1,060</b>	<b>725</b>	<b>1,362</b>	<b>1,103</b>	<b>931</b>	<b>1,196</b>	<b>1,871</b>	<b>1,193</b>	<b>1,238</b>	<b>906</b>	<b>13,777</b>	<b>134,000</b>	<b>120,223</b>
<b>Sewer Utility</b>															
Salaries	4,147	3,650	4,619	5,227	4,150	4,107	3,762	3,412	3,657	3,338	3,678	3,994	47,741	46,000	-1,741

6/2/23	July 22	Aug 22	Sept 22	Oct 22	Nov 22	Dec 22	Jan 23	Feb 23	Mar 23	April 23	May 23	June 23	Total	Budget	Balance
FICA City Share	314	276	350	396	314	311	284	258	276	252	278	302	3,611	3,519	-92
IPERS, City Share	391	345	436	493	392	388	355	322	345	315	347	377	4,506	4,342	-164
Health Insurance	383	415	415	415	415	415	415	415	415	415	415	451	4,984	7,000	2,016
Equipment Repair	1,692	480	780	278	181	4,655	1,160	3,018	150	5,098	537	30	18,059	21,000	2,941
Utilities	1,021	652	583	554	370	451	839	570	504	479	518	553	7,094	6,000	-1,094
Infiltration	0	0	0	0	34,144	0	0	0	0	0	0	60	34,204	50,000	15,796
Insurance	6,829	0	2,447	6,250	0	2,010	0	4,000	2,000	0	2,000	4,000	29,536	25,000	-4,536
Legal/Engineering	0	261	0	0	331	348	261	0	0	91	0	3,061	4,353	10,000	5,647
Sales Tax	0	0	410	0	0	0	0	0	0	0	0	0	410	1,000	590
Village Upsizing	0	0	0	0	0	372	0	0	0	0	0	0	372	41,500	41,128
Administration	270	51	92	0	168	2,606	216	42	0	621	48	78	4,192	4,500	308
CR Hookup	15,240	15,394	15,394	15,394	15,394	15,394	15,394	15,394	15,394	15,394	15,394	15,394	184,574	184,728	154
Chemicals	0	0	0	0	0	0	0	0	0	0	0	0	0	500	500
Equipment	519	0	0	0	0	0	0	0	0	0	0	0	519	16,000	15,481
Office Supplies	0	0	0	0	0	0	0	0	0	0	0	0	0	3,000	3,000
Postage	320	8	0	572	8	396	0	0	0	0	0	0	1,304	2,500	1,196
Generators	0	0	0	717	26,841	0	0	0	0	0	15,288	0	42,846	36,932	-5,914
<b>Total Sewer Utility</b>	<b>31,126</b>	<b>21,532</b>	<b>25,526</b>	<b>30,296</b>	<b>82,708</b>	<b>31,453</b>	<b>22,686</b>	<b>27,431</b>	<b>22,741</b>	<b>26,003</b>	<b>38,503</b>	<b>28,300</b>	<b>388,305</b>	<b>463,521</b>	<b>75,216</b>
<b>TOTAL OF ALL EXPENSE</b>	<b>190,656</b>	<b>177,894</b>	<b>186,599</b>	<b>305,434</b>	<b>657,886</b>	<b>264,873</b>	<b>203,772</b>	<b>983,757</b>	<b>153,255</b>	<b>184,519</b>	<b>1,253,827</b>	<b>190,280</b>	<b>4,753,002</b>	<b>7,956,754</b>	<b>2,962,775</b>
<b>REVENUES</b>															
<b>General Fund</b>															
<b>Police</b>															
Fines	5	128	24	0	208	124		255	255	760	160		1,159	1,000	-159
Vehicle Salvage	680	1,080	360	840	440	400	440	320	960		1,040		7,320	6,000	-1,320
American Relief Fund	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
FEMA Refunds	0	0	0	0	0	0	0	0	0	100	750		3,150	3,500	350
Park Rental	550	1,000	600	150	0	0	0	0	88		0		2,863	2,000	-863
Ball Diamond Usage	0	150	25	0	0	0	1,400	1,200			0		0	0	0
Park Donation	0	0	0	0	0	0	0	0			0		0	0	0
Golf Carts	0	0	0	0	0	0	0	0			0		0	60	60
City Hall Rent	0	450	250	400	400	600	400	450	600	200	500		4,250	4,000	-250
Building Permits	275	5,846	5,203	3,781	3,052	542	1,764	1,552	2,912	2,218	6,157		33,302	50,000	16,698
Coseco Permits	150	0	0	100	0	0	0	0	0	100	200		550	1,000	450

6/2/23	July 22	Aug 22	Sept 22	Oct 22	Nov 22	Dec 22	Jan 23	Feb 23	Mar 23	April 23	May 23	June 23	Total	Budget	Balance
Engineering Recovery	6,500	0	0	0	85,461	1,500	0	0	0	0	0	0	93,461	25,000	-68,461
Plating Fees	0	0	0	0	0	0	0	0	0	0	0	0	0	2,500	2,500
Interest (001-620-430)	1,157	2,546	2,386	2,489	4,480	5,255	5,041	0	0	0	0	0	23,354	10,000	-13,354
Misc. Receipts	5	85	920	206	55	70	1,162	2,468	420	238	1,005	0	6,634	10,000	3,366
Beer/Liquor/Cig Perm	0	0	0	0	1,235	0	0	0	300	1,398	150	0	3,083	750	-2,333
RBI Receipts	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Property Taxes	2,675	0	138,245	524,022	32,344	30,561	14,423	7,932	50,375	530,234	25,500	0	1,356,311	1,359,224	2,913
GENERAL TOTAL	11,997	11,285	148,013	531,988	127,675	39,052	24,630	14,177	55,910	535,248	35,462	0	1,535,437	2,225,034	689,597
ROAD USE															
Receipts	35,480	34,209	52,584	38,621	36,469	39,315	33,208	38,338	22,244	37,561	41,618	0	409,647	454,155	44,508
ROAD USE TOTAL	35,480	34,209	52,584	38,621	36,469	39,315	33,208	38,338	22,244	37,561	41,618	0	409,647	454,155	44,508
RBI RECEIPTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
LOCAL OPTION SALES TAX															
Receipts	43,156	38,096	54,234	23,118	52,619	39,815	40,559	49,195	45,666	25,560	50,546	0	462,564	480,000	17,436
Interest (121-950-430)	691	1,599	1,592	1,639	2,385	2,761	2,863	0	0	0	0	0	13,530	7,500	-6,030
LOCAL OPTION TAX TOTAL	43,847	39,695	55,826	24,757	55,004	42,576	43,422	49,195	45,666	25,560	50,546	0	476,094	487,500	11,406
TIF															
TIF Receipts	1,016	0	84,860	325,818	15,105	20,082	8,084	4,259	28,700	366,891	13,404	0	868,219	874,096	5,877
TIF TOTAL	1,016	0	84,860	325,818	15,105	20,082	8,084	4,259	28,700	366,891	13,404	0	868,219	874,096	5,877
DEBT SERVICE															
Debt Service Receipts	485	0	28,308	106,827	6,415	6,330	2,884	1,601	10,231	108,339	5,152	0	276,572	278,935	2,363
TOTAL DEBT SERVICE	485	0	28,308	106,827	6,415	6,330	2,884	1,601	10,231	108,339	5,152	0	276,572	278,935	2,363
CAPITAL PROJECTS															
Interest (301-799-430)	368	841	4,790	841	1,143	7,939	1,328	0	0	0	0	0	0	12,000	12,000
TOTAL CAPITAL PROJECTS	368	841	4,790	841	1,143	7,939	1,328	17,250	0	0	0	0	0	12,000	12,000
WATER UTILITY															
Interest (600-810-4300)	85	194	188	191	270	204	311	0	0	0	0	0	1,443	1,500	57
Main Charge	0	0	2,700	750	0	0	0	0	0	750	3,000	0	7,200	7,500	300
CR Refund	0	0	0	0	0	0	0	0	0	0	0	0	0	12,000	12,000
Pipe Charge	0	0	1,200	0	0	0	0	0	0	0	0	0	1,200	1,500	300
WATER UTILITY TOTAL	85	194	4,088	941	270	204	311	0	0	750	3,000	0	9,843	22,500	12,657
SEWER UTILITY															
Interest (610-815-4300)	388	554	518	534	738	834	840	0	21	0	0	0	4,426	3,000	-1,426
Sewer Fees	34,668	2,892	68,463	29,834	2,228	41,821	53,820	3,119	61,410	58,558	3,417	0	360,230	450,000	89,770
Late Fees	267	118	128	319	68	62	193	97	441	508	56	0	2,257	0	-2,257
Connection Fee	0	0	0	910	0	0	0	0	0	910	2,730	0	4,550	9,100	4,550
Sales Tax	43	80	296	66	0	62	100	0	135	315	0	0	1,097	0	-1,097
System Development Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
SEWER UTILITY TOTAL	35,366	3,644	69,405	31,663	3,034	42,779	54,953	3,216	62,007	60,291	6,203	0	372,560	462,100	89,540
TOTAL RECEIPTS	128,644	89,868	447,874	1,061,456	245,115	198,277	168,820	128,036	224,758	1,134,640	155,385	0	3,948,372	4,816,320	867,948





## ROBINS CITY COUNCIL MINUTES OF THE MAY 1, 2023 MEETING

Mayor Hinz called the meeting to order at 7:00 p.m. in the Robins City Hall on Monday, May 1<sup>st</sup>, 2023. Following the Pledge of Allegiance to the Flag, roll call was taken with Councilors Roger Overbeck, Dick Pilcher, Dave Franzman, JD Smith, and Marilyn Cook present, along with Police Captain Gary Manhart, Planning and Zoning Administrator Dean Helander, Deputy Clerk Lisa Goodin, Fire Chief Keith Feldkamp, Engineer Kelli Scott, Building Official/ Public Works Superintendent Mike Kortenkamp, Attorney Dan Morgan, City Clerk/Treasurer Lori Pickart and four guests. Franzman moved to approve the Agenda, Smith seconded and all voted aye.

### COMMITTEE REPORTS

- Mayor Hinz noted there is a lot going on around town, but he had no report.
- Streets Coordinator JD Smith noted the streets were cleaned for the summer. Kortenkamp noted the repair projects will be happening in June.
- Parks Coordinator Dave Franzman noted the additional poles have been installed and the cameras should be installed soon at the South Troy Park.
- Public Works Coordinator Roger Overbeck noted with the dry conditions, the detention basins are working great! He added we are still waiting on the installation of the pavers on the SE Trunk Sanitary Improvements.
- Public Safety Coordinator Dick Pilcher noted two new police officers were sworn in. Jason Nusbaum and Adam Cirkl.
- Finance Coordinator Marilyn Cook noted there is 1 month of expenses yet for FY '23.
- Engineer Kelli Scott noted our sewer capacity allocated for Robins will cover the Robins current city limits and allow for future growth. She recommended not reducing our capacity. She noted she received a revised preliminary plat for Robins Landing, and working with Cedar Rapids on the Indian Creek sewer installation.

### CITIZEN COMMENTS - AGENDA ITEMS

- Tyler Turner, 655 S. Troy Road commented the proposed request for a memorial bench should be overlooking Dry Creek or maybe the very south west side of the property.

### CITIZEN COMMENTS - NON-AGENDA ITEMS

- Tyler Turner, 655 S. Troy Road noted he appreciates the planning and projects page. He also noted he has seen on the Robins Cares Facebook page several people not wanting chickens due to the noise. He said 100 might make noise, but 5 of 6 won't be noticeable. He said dogs are much worse, he added we already have coyotes, so that shouldn't matter.
- Danielle Bond, 185 Amy Drive asked the Council to review the Ordinance suggestion provided earlier relating to urban chickens or write a new Ordinance allowing them on less than 5-acre parcels. She also asked about a time line.

### CONSENT AGENDA

- Pilcher moved to approve the Consent Agenda which contained the Financial Report and the List of Bills submitted. Smith seconded the motion and all voted aye. Items approved were the Financial Report and the List of Bills submitted. All voted aye except Cook who voted nay.

### NEW BUSINESS

- a. Cook moved to approve Resolution No.0523-1, dividing 901 Miles Street into two equal parcels, both with frontage of 50' to allow construction of a duplex. Overbeck seconded the motion and all voted aye.

- b. Overbeck moved to approve Resolution No. 0523-2 separating recently annexed property, zoned R-2, and located at 3164 Quass Road into two parcels. Parcel "A" is 3.0 acres and parcel "B" is 7.70 acres. On the vote, all voted aye.
- c. Franzman moved to approve the request of Jennifer Roberts to install a memorial bench along the South Troy Park Trail, with the approval of Public Works Superintendent Mike Kortenkamp. Pilcher seconded the request and all voted aye.

There was no Old Business. Overbeck moved to adjourn at 7:34 p.m., Pilcher seconded and all voted aye.

---

Chuck Hinz, Mayor

ATTEST:

---

Lori Pickart, City Clerk/Treasurer





*ROBINS CITY COUNCIL  
Minutes of the May 15<sup>th</sup>, 2023 Work Session*

*Mayor Hinz called the meeting to order at 5:30 p.m. in the Robins City Hall on Monday, May 15<sup>th</sup>, 2023. Roll call was taken with Councilors Roger Overbeck, Marilyn Cook, JD Smith, Dick Pilcher, and Dave Franzman in attendance, along with Planning and Zoning Administrator Dean Helander, Police Chief Andy Humphrey, Attorney Holly Corkery, REDI Coordinator Greg Neumeyer, Deputy Clerk Lisa Goodin, Building Official/Public Works Superintendent Mike Kortenkamp, Fire Chief Keith Feldkamp, and City Clerk/Treasurer Lori Pickart. Franzman moved to approve the Agenda, Smith seconded and all voted aye.*

*The Council reviewed the Robins Personnel Policy and provided direction to the City Attorney. The Council adjourned at 7:28 p.m.*

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*Chuck Hinz, Mayor*

*ATTEST:*

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*Lori Pickart, City Clerk/Treasurer*

## RESOLUTION NO. 0623-1

### RESOLUTION APPROVING APPLICATION FOR CIGARETTE PERMIT

WHEREAS, Douglas Beech, of Casey's Marketing Company, doing business as Casey's #3564, has applied to the City of Robins for an Iowa Retail Cigarette Permit, and

WHEREAS, requirements per Chapter 453A of the Code of Iowa, relating to retail cigarette sales have been met.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Robins, Iowa, that he application for an Iowa Retail Cigarette Permit for Casey's General Store., doing business as Casey's #3564, is hereby approved.

PASSED AND APPROVED, this 5<sup>th</sup> day of June 2023.

---

Roger Overbeck, Mayor Pro-tem

ATTEST:

---

Lori Pickart, City Clerk/Treasurer

**Instructions on the reverse side**

For period (MM/DD/YYYY) 07 / 01 / 2023 through June 30, 2024

I/we apply for a retail permit to sell cigarettes, tobacco, alternative nicotine, or vapor products:

**Business Information:**

Trade name/Doing business as: CASEY'S MARKETING COMPANY/DBA CASEY'S #3564

Physical location address: 990 ROBINS SQUARE DR City: ROBINS ZIP: 52328

Mailing address: 1 SE CONVENIENCE BLVD City: ANKENY State: IA ZIP: 50021

Business phone number: 3197439818

**Legal Ownership Information:**

Type of Ownership: Sole Proprietor ☐ Partnership ☐ Corporation ☒ LLC ☐ LLP ☐

Name of sole proprietor, partnership, corporation, LLC, or LLP CASEY'S GENERAL STORES, INC.

Mailing address: 1 SE CONVENIENCE BLVD City: ANKENY State: IA ZIP: 50021

Phone number: 5153815974 Fax number: 515-446-6303 Email: licensingteam@caseys.com

**Retail Information:**

Types of Sales: Over-the-counter ☒ Vending machine ☐

Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes ☐ No ☒

Types of Products Sold: (Check all that apply)

Cigarettes ☒ Tobacco ☒ Alternative Nicotine Products ☒ Vapor Products ☒

**Type of Establishment: (Select the option that best describes the establishment)**

Alternative nicotine/vapor store ☐ Bar ☐ Convenience store/gas station ☒ Drug store ☐  
Grocery store ☐ Hotel/motel ☐ Liquor store ☐ Restaurant ☐ Tobacco store ☐

Has vending machine that assembles cigarettes ☐ Other ☐

If application is approved and permit granted, I/we do hereby bind ourselves to a faithful observance of the laws governing the sale of cigarettes, tobacco, alternative nicotine, and vapor products.

**Signature of Owner(s), Partner(s), or Corporate Official(s)**

Name (please print): DOUGLAS BEECH, AST. SECRETARY FOR  
CASEY'S MARKETING COMPANY

Name (please print): \_\_\_\_\_

Signature: *Douglas M. Beech*

Signature: \_\_\_\_\_

Date: 04/18/2023

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

Send this completed application and the applicable fee to your local jurisdiction. If you have any questions contact your city clerk (within city limits) or your county auditor (outside city limits).

**FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE**

- Fill in the amount paid for the permit: \_\_\_\_\_
- Fill in the date the permit was approved by the council or board: \_\_\_\_\_
- Fill in the permit number issued by the city/county: \_\_\_\_\_
- Fill in the name of the city or county issuing the permit: \_\_\_\_\_
- New ☐ Renewal ☐

Send completed/approved application to Iowa Alcoholic Beverages Division within 30 days of issuance. Make sure the information on the application is complete and accurate. A copy of the permit does not need to be sent; only the application is required. It is preferred that applications are sent via email, as this allows for a receipt confirmation to be sent to the local authority.

- Email: [iapledge@iowaabd.com](mailto:iapledge@iowaabd.com)
- Fax: 515-281-7375



May 3, 2023

Re: Iowa Retail Permit for Cig/Tob/Nic/Vape - Renewal Application

Dear City/County Clerk,

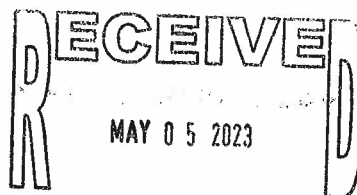
Please see the attached renewal application and required fee for each of our Casey's stores in your area. Please send the renewed permit directly to me at the following address:

Madi Paulson, Legal Assistant  
Casey's General Stores  
1 SE Convenience Blvd  
Ankeny, IA 50021  
*Please note: Our PO Box has closed*

If there are questions regarding this renewal, please call me at my direct number 515-381-5974 or e-mail me at [licensingteam@caseys.com](mailto:licensingteam@caseys.com). I appreciate your assistance!

Sincerely,

Madi Paulson  
Legal Assistant



BY: .....

## RESOLUTION NO. 0623-2

### RESOLUTION APPROVING APPLICATION FROM OTTER CREEK COUNTRY STORES FOR A CIGARETTE PERMIT

WHEREAS, Don Burd, doing business as Otter Creek Country Stores, Inc. has applied to the City of Robins for an Iowa Retail Cigarette Permit, and

WHEREAS, requirements per Chapter 453A of the Code of Iowa, relating to retail cigarette sales have been met.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Robins, Iowa, that the application for an Iowa Retail Cigarette Permit for Otter Creek Country Stores, Inc., is hereby approved.

PASSED AND APPROVED, this 5<sup>th</sup> day of June 2023.

---

Roger Overbeck, Mayor Pro-tem

ATTEST:

---

Lori Pickart, City Clerk/Treasurer

**Instructions on the reverse side**

For period (MM/DD/YYYY) 07 / 01 / 2023 through June 30, 2024

I/we apply for a retail permit to sell cigarettes, tobacco, alternative nicotine, or vapor products:

**Business Information:**

Trade Name/DBA Otter Creek Country Stores, Inc  
Physical Location Address 3445 County Home Rd City Robins ZIP 52328  
Mailing Address PO Box 187 City Hiawatha State IA ZIP 52233  
Business Phone Number 319-536-0852

**Legal Ownership Information:**

Type of Ownership: Sole Proprietor ☐ Partnership ☐ Corporation ☒ LLC ☐ LLP ☐  
Name of sole proprietor, partnership, corporation, LLC, or LLP Otter Creek Country Stores, Inc  
Mailing Address PO Box 187 City Hiawatha State IA ZIP 52233  
Phone Number 319-536-0852 Fax Number \_\_\_\_\_ Email don@burdproperty

**Retail Information:**

Types of Sales: Over-the-counter ☒ Vending machine ☐  
Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes ☐ No ☒  
Types of Products Sold: (Check all that apply)  
Cigarettes ☒ Tobacco ☒ Alternative Nicotine Products ☒ Vapor Products ☒

**Type of Establishment: (Select the option that best describes the establishment)**

Alternative nicotine/vapor store ☐ Bar ☐ Convenience store/gas station ☒ Drug store ☐  
Grocery store ☐ Hotel/motel ☐ Liquor store ☐ Restaurant ☐ Tobacco store ☐  
Has vending machine that assembles cigarettes ☐ Other ☐

If application is approved and permit granted, I/we do hereby bind ourselves to a faithful observance of the laws governing the sale of cigarettes, tobacco, alternative nicotine, and vapor products.

**Signature of Owner(s), Partner(s), or Corporate Official(s)**

Name (please print) Don Burd - VP Name (please print) \_\_\_\_\_  
Signature Don Burd Signature \_\_\_\_\_  
Date 5-30-2023 Date \_\_\_\_\_

Send this completed application and the applicable fee to your local jurisdiction. If you have any questions contact your city clerk (within city limits) or your county auditor (outside city limits).

**FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE**

- Fill in the amount paid for the permit: \_\_\_\_\_
- Fill in the date the permit was approved by the council or board: \_\_\_\_\_
- Fill in the permit number issued by the city/county: \_\_\_\_\_
- Fill in the name of the city or county issuing the permit: \_\_\_\_\_
- New ☐ Renewal ☐

Send completed/approved application to Iowa Alcoholic Beverages Division within 30 days of issuance. Make sure the information on the application is complete and accurate. A copy of the permit does not need to be sent; only the application is required. It is preferred that applications are sent via email, as this allows for a receipt confirmation to be sent to the local authority.

- Email: [iapledge@iowaabd.com](mailto:iapledge@iowaabd.com)
- Fax: 515-281-7375



## RESOLUTION NO. 0623-3

### A RESOLUTION APPROVING FIREWORKS APPLICATION OF FLASHING THUNDER FIREWORKS

WHEREAS, Chapter 41.11, Section 4 requires City Council approval for Display Fireworks; and

WHEREAS, Joey Welton of Flashing Thunder Fireworks has requested permission to allow a fireworks display on June 10<sup>th</sup>, 2023 from approximately 9:30 to 10:30 p.m., at the west end of the South Troy Park, 700 S. Troy Road in conjunction with the Robins Roundup Festival; and

WHEREAS, the applicant has provided a Certificate of Insurance providing the required coverage and also naming the City of Robins as additionally insured and his Display Fireworks Certification and Safety Program recertification.

NOW THEREFORE BE IT RESOLVED, the City Council of the City of Robins, Iowa approves the aforementioned fireworks application.

PASSED AND APPROVED this 5<sup>th</sup> day of June, 2023.

\_\_\_\_\_  
Roger Overbeck, Mayor Pro-tem

ATTEST:

\_\_\_\_\_  
Lori Pickart, City Clerk/Treasurer

Fireworks Permit  
The City of Robins

Applicant: Joey Welton  
Phone #: 319-389-0313  
Address: 1485 Maple St  
Date of Birth: 7-29-58  
Sponsor: Robins Cives Club  
Phone #: \_\_\_\_\_  
Address: \_\_\_\_\_  
Time and  
Date of  
Display: 6-10-2023  
Location of  
Display: South Troy Park  
Operator: Joey Welton  
Phone #: 319-389-0313  
Address: 1485 Maple St Robins Iowa

Qualifications of the Operator (proof may be required):

1. \_\_\_\_\_ Fireworks Operator License from another state.
2. ☒ Pyrotechnics Guild International, Inc. certification
3. \_\_\_\_\_ Other formal fireworks safety training. Please specify.

Insurance Company: \_\_\_\_\_  
Policy Amount: \_\_\_\_\_  
Fire Prevention Measures: Fire Dept  
and personnel. \_\_\_\_\_

I approve the location and fire prevention measures for the Fireworks Display.

Fire Chief: \_\_\_\_\_ Date: \_\_\_\_\_

I hereby affirm that I have read and understand the terms of this permit. That no person shall handle or explode fireworks while under the influence of alcohol, narcotics, or drugs which could adversely affect judgment, movements or stability. That no person will set up or explode fireworks who is not 18 and qualified as set out above or who is not under the direct supervision of the operator. That the operator will conduct a thorough search of any unexploded fireworks or fuses; that any unexploded fireworks will be stored or disposed of in a safe manner; and that the sponsor, operator, and I will follow the terms of the laws and the State of Iowa.

Further, I specifically agree to protect, defend, and hold the City of Robins, its officers and employees, and the Fire Chief and designated official who signs this application harmless from any and all damages or claims for damages that might arise or accrue by reason of the granting of the permit for which I am applying.

This Application is approved by the designated official:

Applicant: _____	Name: _____
Date: _____	Title: _____
Signature: _____	Date: _____
	Signature: _____



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

5/25/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Ryder Rosacker McCue & Huston (MGD by Hull & Company) 509 W Koenig St Grand Island NE 68801	<b>CONTACT NAME:</b> Kristy Wolfe	<b>FAX (A/C, No):</b> 308-382-7109	
	<b>PHONE (A/C, No, Ext):</b> 308-382-2330	<b>E-MAIL ADDRESS:</b> Kwolfe@ryderinsurance.com	
<b>INSURED</b> Aluminum King Mfg Ltd Flashing Thunder Fireworks Spectacular Inc 700 E Van Buren Street Mitchell IA 50461	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
	<b>INSURER A : SCOTTSDALE INS CO</b>		41297
	<b>INSURER B : NATIONAL CAS CO</b>		11991
	<b>INSURER C : LIBERTY MUT INS CO</b>		23043
	<b>INSURER D :</b>		
	<b>INSURER E :</b>		
<b>INSURER F :</b>			

**COVERAGES****CERTIFICATE NUMBER:** 952879730**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC			CPS4020695	10/15/2022	10/15/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			ZBO0004764	10/15/2022	10/15/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$			CXS0023166	10/15/2022	10/15/2023	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000 \$
C	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) <input type="checkbox"/> If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	WC5-39S-712358-032	12/3/2022	12/3/2023	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)**

Regarding the General Liability coverage, Waiver of Subrogation applies to the entities listed below per attached form CG 24 04 when required by written agreement.

Regarding the General Liability coverage, Blanket Additional Insured applies to the entities listed below per attached form GLS-150s when required by written agreement.

Date: June 10th, 2023

Location: South Troy Park Rd Between Creek and West End of Ball Diamonds, Robins

Additional Insured: Robins Civic Club, City of Robins

**CERTIFICATE HOLDER****CANCELLATION**

Robins Civic Club  
265 S 2nd St,  
Robins IA 52328

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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ACORD 25 (2010/05)

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THIS CERTIFICATE SUPERSEDES PREVIOUSLY ISSUED CERTIFICATE

## Lori Pickart

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**From:** Dara Schmidt <SchmidtD@crlibrary.org>  
**Sent:** Tuesday, May 09, 2023 6:24 PM  
**To:** chuck.hinz@cityofrobins.org; lori.pickart@cityofrobins.org  
**Cc:** Bill Carroll; 'Jeaneal Weeks (weeksj@hiawatha-iowa.com)'; Jessica Musil  
**Subject:** FY24-28 Metro Library Network Contract  
**Attachments:** Robins MLN FY24-28.pdf

Dear Mayor Hinz and City Clerk Pickart:

Thank you for contracting with the Metro Library Network libraries for service to your community!

Between the three MLN libraries, **four locations are currently open more than 60 hours per week and mobile access is available 24/7** through the MLN app. And with the new Marion library now open, it means even more access for Robins patrons! These locations offer **more than 400,00 physical items** including books, DVD and BluRays, laptops, WiFi hotspots, and CDs. Our **digital services** include Hoopla (streaming video, ebooks and audio books, graphic novels), Kanopy (streaming video), Brainfuse with Live Tutoring, Cloud Library, Overdrive/Libby, Adventure Pass, Ancestry.com, Freegal, Ebscohost databases, Historical Newspapers Digital Archive, LinkedIn Learning, Morningstar, Valueline, Pronunciator, and RB digital...to name a few!

**Our current contract expires June 30, 2023.** As we look toward the future while understanding the strain the last few years have put on many communities, we are proposing a **flat-rate 5-year contract** calculated based on the taxable value of Robins instead of on the more variable per capita formula. This would provide **consistency for budgeting purposes and a reduced rate from our current contract.** Based on the taxable value of Robins at \$204,534,000, we are presenting a rate of \$.48 per thousand for an annual fee of \$98,176. We have enjoyed serving Robins and hope that this new contract will continue **to provide the library resources that help people learn new skills, raise readers, and thrive in an increasingly digital world.**

Please **see the attached contract and let us know if you have any questions.**

We look forward to serving you in FY24 and beyond.

- Bill Carroll, Marion Public Library
- Jeaneal Weeks, Hiawatha Public Library
- Dara Schmidt, Cedar Rapids Public Library

**Dara Schmidt**

(she, her, hers)

Director



RESOLUTION NO. 0623-4

Resolution approving a Library Services Contract with the Metro Library Network

WHEREAS, the City Council has reviewed the above referred to 5-year Agreement in the amount of \$98,176.00 per year and finds that the same should be approved.

NOW, THEREFORE, IT IS RESOLVED by the City Council, City of Robins, Iowa, that said agreement is hereby approved by the City, and the Mayor and City Clerk are hereby authorized and directed to execute said agreement on behalf of the City.

Passed and approved, this 5<sup>th</sup> day of June 2023.

\_\_\_\_\_  
Roger Overbeck, Mayor Pro-tem

ATTEST:

\_\_\_\_\_  
Lori D. Pickart, City Clerk



**Metro Library Network**  
Cedar Rapids · Hiawatha · Marion

**Library Services Contract**

**WHEREAS**, the City of Robins, Iowa, desires to contract with the Metro Library Network consisting of Cedar Rapids, Hiawatha, and Marion Public Libraries for library services; and

**WHEREAS**, the Cedar Rapids, Hiawatha, and Marion Public Libraries are agreeable to providing library services to the residents of the City of Robins, Iowa (hereinafter "Robins").

**NOW THEREFORE, IT IS AGREED** by the undersigned parties as follows:

1. **Purpose:** The purpose of this Library Contract ("Agreement") is to provide the terms under which the Cedar Rapids, Hiawatha, and Marion Public Libraries will provide library services to Robins for the duration of this Agreement.
2. **Term:** The effective date of this Agreement shall be July 1, 2023, and the Agreement shall continue in full force and effect until June 30, 2028, unless terminated early as provided for herein. The contract amount is calculated based on the taxable value of Robins at \$204,534,000 and a rate of \$.48 per thousand for an annual fee of \$98,176.
3. **Termination:** Either party may terminate this Agreement upon providing the other parties with written notice on or before October 1 of the previous fiscal year:  
Cancellation for FY25 would need to occur by October 1, 2023  
FY26 – October 1, 2024  
FY27 – October 1, 2025  
FY28 – October 1, 2026

If Robins terminates this Agreement, the fees paid to the Cedar Rapids, Marion, and Hiawatha Public Libraries under this Agreement shall be kept as received on the payment schedule in section 4 below.

4. **Fees and Payments:** In exchange for providing library services to the citizens of Robins for FY24 through FY28, Robins shall pay to the Cedar Rapids, Marion, and Hiawatha Public Libraries the following annual amounts each year in four (4) equal payments due on or before July 31, October 31, January 31, and April 30 each year.
  - Disbursement based on percentage of average total circulation to Robins residents during previous years will remain the same for the entirety of the contract, FY24-28



- Cedar Rapids Public Library \$24,544 (four equal payments of \$6,136 based on 25% of total circulation [inclusive of Mercy circulation])
- Marion Public Library \$36,325 (four equal payments of \$9,081.253 based on 37% of total circulation)
- Hiawatha Public Library \$37,307 (four equal payments of \$9,326.75 based on 38% of total circulation)

5. **Financing and Budgeting:** Each party shall bear its own costs associated with the performance of this Agreement, and maintain within its own budgets the appropriate allocation(s) for its respective financial obligations therefor.
6. **Rules of Use:** Citizens of Robins, who are issued Metro Library Network (including the Cedar Rapids, Hiawatha, and Marion Public Libraries) cards pursuant to this Agreement shall be subject to the same rules and regulations as Cedar Rapids, Hiawatha, and Marion residents and shall receive the same library services as Cedar Rapids, Hiawatha, and Marion residents.
7. **Destruction or Casualty:** In the event of destruction or other casualty to the Cedar Rapids, Hiawatha, or Marion Public Libraries, which makes it impossible to provide library services, there shall be no refund of any sums paid pursuant to this Agreement.
8. **Residency:** In determining whether to issue a Metro Library Network card to an applicant claiming to be a resident of Robins, the Cedar Rapids, Hiawatha, and Marion Public Libraries shall require the same types and kinds of proof of residency as are required or accepted from Cedar Rapids, Hiawatha, and Marion residents. Fraud on the part of the applicant for a library card shall not excuse payment by the Robins to the Cedar Rapids, Hiawatha, and Marion Public Libraries.
9. **Administrator:** Cedar Rapids Public Library shall be the administrator of this contract.
10. **Notice:**

Notice by the to The City of Robins must be in writing and addressed to:  
 City of Robins  
 Mayor Chuck Hinz  
 265 South Second Street  
 Robins, Iowa 52328

Notice to the Cedar Rapids Public Library must be in writing and addressed to:  
 Cedar Rapids Public Library  
 Director Dara Schmidt  
 450 5<sup>th</sup> Ave. SE  
 Cedar Rapids, IA 52401

Notice to the Hiawatha Public Library must be in writing and addressed to:  
Hiawatha Public Library  
Director Jeaneal Weeks  
150 W Willman St.  
Hiawatha, IA 52233

Notice to the Marion Public Library must be in writing and addressed to:  
Marion Public Library  
Director Bill Carroll  
1101 6<sup>th</sup> Ave.  
Marion, IA 52302

Notice is sufficient if made by regular or certified mail and shall be deemed effective on the date of mailing.

- 11. Indemnification/Hold Harmless:** Each party agrees to release, indemnify and hold the other parties, their officers and employees harmless from and against any and all liabilities, damages, business interruptions, delays, losses, claims, judgments, of any kind whatsoever, including all costs, attorney fees, and expenses incidental thereto, that may be suffered by, or charged to, the other parties by reason of any loss or damage to any property or injury to or death of any person arising solely out of any breach, violation or non-performance by the indemnifying party or its servants, employees or agents of any covenant or condition of this Agreement, or by any act or failure to act of those persons. The Cedar Rapids, Hiawatha and Marion Public Libraries shall not be liable for its failure to perform this agreement or for any loss, injury, damage or delay of any nature whatsoever resulting therefrom caused by any act of God, fire, flood, accident, strike, labor dispute, riot, insurrection, war or any other cause beyond the Cedar Rapids, Hiawatha or Marion Public Libraries' control.
- 12. Waiver:** The waiver by any party of any covenant or condition of this Agreement shall not thereafter preclude such party from demanding performance in accordance with the terms of this Agreement.
- 13. Severability:** If a provision shall be finally declared void or illegal by any court or administrative agency having jurisdiction over the parties to this Agreement, the entire agreement shall not be void, but the remaining provisions shall continue in effect as nearly as possible in accordance with the original intent of the parties.
- 14. Entire Agreement:** This Agreement sets forth all the covenants, promises, agreements, and conditions between the City of Robins and the Cedar Rapids, Hiawatha and Marion Public Libraries for library services and there are no other covenants, promises, agreements or conditions, either oral or written, between them. This Agreement may

not be modified or amended in any manner except by an instrument in writing executed by the parties.

**15. Additional Provisions Relating To Iowa Code Section 28E.6:** In accordance with Iowa Code Chapter 28E, the parties further state:

- A. This Agreement does not establish a separate legal entity to conduct the joint or cooperative undertaking of the City of Robins and the Cedar Rapids, Hiawatha, and Marion Public Libraries for this project. As stated in Article 8, Cedar Rapids Public Library, shall act as administrator for purposes of Iowa Code Section 28E.6(1)(a)
- B. No real or personal property shall be jointly acquired, held, or disposed of in the execution of this Agreement. Each party shall acquire, hold, and dispose of its own real and personal property in whatever manner it deems appropriate and shall retain that property upon termination of this Agreement.
- C. Pursuant to Iowa Code Section 28E.8 Cedar Rapids Public Library shall file this Agreement with the Iowa Secretary of State in an electronic format and in a manner specified by the Secretary of State.

**16. Third-Party Beneficiaries:** This Agreement is by and between the parties only. There are no third-party beneficiaries to this Agreement.

**17. Execution:** This Agreement may be executed in any number of counterparts as the case may be, each of which shall be deemed a duplicate original and which together shall constitute one and the same instrument. In addition, the parties agree that this Agreement may be executed by electronic, pdf or facsimile signatures by any party and such signature will be deemed binding for all purposes hereof without delivery of an original signature being thereafter required.

**APPROVED** on the part of the Metro Library Network Public Libraries:

\_\_\_\_\_  
Matt Dunbar, President - Hiawatha Public Library Board of Trustees - Date

\_\_\_\_\_  
Sally Reck, President - Marion Public Library Board of Trustees - Date

\_\_\_\_\_  
Clint Twedt-Ball, President – Cedar Rapids Public Library Board of Trustees - Date

**APPROVED** on the part of the City Council of the City of Robins, Iowa,

\_\_\_\_\_  
Chuck Hinz, Mayor - City of Robins - Date

RESOLUTION #0623-7

A RESOLUTION TO TRANSFER FUNDS FOR THE FISCAL YEAR  
ENDING JUNE 30, 2024

Section 1. The City Clerk is hereby authorized to transfer the following funds as provided for in the certified budget:

From Fund	To Fund	Description	Amount
TIF - 125	Debt Service - 200	FY 24 Debt Payment	\$670,188

PASSED AND APPROVED this 5<sup>th</sup> day of June 2023.

\_\_\_\_\_  
Roger Overbeck, Mayor Pro-tem

ATTEST:

\_\_\_\_\_  
Lori Pickart, City Clerk/Treasurer

RESOLUTION NO. 0623-5

RESOLUTION APPROVING PAY REQUEST #5 TO  
RATHJE CONSTRUCTION FOR WORK DONE ON THE  
SE TRUNK SANITARY SEWER IMPROVEMENTS  
FROM S. MENTZER TO DRY CREEK

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF  
ROBINS, IOWA that Pay Request No. 5 to Rathje Construction in the amount of  
\$144,759.05 for work done on the SE Trunk Sanitary Sewer Improvements from S.  
Mentzer to Dry Creek is hereby approved.

BE IT FINALLY RESOLVED that the City Clerk is directed to provide  
payment for Pay Request No. 5.

PASSED AND APPROVED, this 5<sup>th</sup> day of June, 2023.

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Roger Overbeck, Mayor Pro-tem

ATTEST:

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Lori Pickart, City Clerk/Treasurer





**SNYDER**  
& ASSOCIATES

IOWA | MISSOURI | NEBRASKA | SOUTH DAKOTA | WISCONSIN

May 30, 2023

City of Robins  
265 S 2<sup>nd</sup> St  
Robins, IA 52328

RE: SE TRUNK SANITARY SEWER IMPROVEMENTS FROM S. MENTZER TO DRY CREEK –  
PAY REQUEST #5

Dear Mayor and City Council,

Enclosed for your review and approval is Pay Request #5 for work on the SE Trunk Sanitary Sewer Improvements from S. Mentzer to Dry Creek project.

We have reviewed the pay estimate and find it in agreement with the work completed to date. We, therefore, recommend approval of Pay Request #5 in the amount of **\$144,759.05** to Rathje Construction Company.

Payment for this period includes installation of turfstone pavers, filter sock, and railroad ROW ditch improvements. We recommend withholding the final 10% payment of the Class E Rip Rap and Flowable Mortar items from Change Order #3 until some low spots in the railroad ROW ditch are addressed by Rathje.

Feel free to contact me to discuss further if needed. Thank you.

Respectfully,

SNYDER & ASSOCIATES, INC.

Patrick Williams  
Project Engineer

Cc: Nate Byers – Rathje Construction Company  
Attached: Pay Request #5

## APPLICATION FOR PARTIAL PAYMENT NO. 5

PROJECT: SE Trunk Sanitary Sewer Improvements From S. Mentzer to Dry Creek

S&A PROJECT NO.:

121.0304

OWNER: City of Robins  
CONTRACTOR: Rathje Construction  
ADDRESS: PO Box 408  
Marion, IA 52302  
DATE: 5/22/2023

PAYMENT PERIOD: 2/25/2023  
to 5/19/2023

### 1. CONTRACT SUMMARY:

Original Contract Amount: \$ 578,978.41  
Net Change by Change Order: \$ 299,841.42  
Contract Amount to Date: \$ 878,819.83

#### CONTRACT PERIOD: TOTAL CALENDAR DAYS

Original Contract Date: September 13, 2021  
Original Contract Time: 105  
Late Start Date: April 1, 2022

### 2. WORK SUMMARY:

Total Work Performed to Date: \$ 615,076.22  
Total Stored Materials: \$ 48,491.52  
Stored Materials Installed: \$ 48,491.52  
Less Materials Installed: \$ -  
Retainage: 5% \$30,753.81  
Total Earned Less Retainage: \$ 584,322.41  
Less Previous Applications for Payment: \$ 439,563.36  
AMOUNT DUE THIS APPLICATION: \$144,759.05

Added by Change Order: 441  
Contract Time to Date: 5/19/2023  
Completion Date: 9/29/2023  
Time Used to Date: 413  
Contract Time Remaining: 133

### 3. CONTRACTOR'S CERTIFICATION:

The undersigned CONTRACTOR certifies that:

- (1) all previous progress payments received from OWNER on account of Work done under the contract referred to above have been applied to discharge in full all obligations of CONTRACTOR incurred in connection with the Work covered by prior Applications for Payment; and  
(2) title to all materials and equipment incorporated in said Work or otherwise listed in or covered by the application for Payment are free and clear of all liens, claims, security interests, and encumbrances

Rathje Construction Company  
CONTRACTOR  
By Nate By

DATE: 5/25/23

### 4. ENGINEER'S APPROVAL:

Payment of the above AMOUNT DUE THIS APPLICATION is recommended:

Snyder & Associates, Inc.  
ENGINEER  
By Patrick Williams

DATE: 5/30/23

### 5. OWNER'S APPROVAL

City of Robins  
OWNER  
By \_\_\_\_\_

DATE: \_\_\_\_\_

# 6. DETAILED ESTIMATE OF WORK COMPLETED:

ITEM NO.	DESCRIPTION	CONTRACT ITEMS				COMPLETED WORK THIS PERIOD			COMPLETED WORK TO DATE		
		PLAN QTY.	UNIT	UNIT COST	COST TOTAL	QTY. TO DATE	CO #	COST TOTAL	QTY. TO DATE	CO #	COST TOTAL
1.	Clearing and Grubbing	1	LS	\$ 6,450.00	\$ 6,450.00			\$ -	1		\$ 6,450.00
2.	Topsoil, On-site, 6"	2264	CY	\$ 16.00	36,224.00			\$ -	2264		\$ 36,224.00
3.	Excavation, Class 10	623	CY	\$ 18.50	11,525.50			\$ -	623		\$ 11,525.50
4.	Subbase, Modified	160.7	SY	\$ 6.75	1,084.73			\$ -	68		\$ 459.00
5.	Removal of Known Pipe Culvert, CMP, 36"	80	LF	\$ 15.00	1,200.00			\$ -	80		\$ 1,200.00
6.	Removal of Known Pipe Culvert, HDPE, 12"	10	LF	\$ 50.00	500.00			\$ -	10		\$ 500.00
7.	Removal of Known Pipe Culvert, RCP, 24"	14	LF	\$ 50.00	700.00			\$ -	16		\$ 800.00
8.	Removal of Known Pipe Culvert, RCP, 36"	40	LF	\$ 25.00	1,000.00			\$ -	40		\$ 1,000.00
9.	Compaction Testing	1	LS	\$ 1,000.00	1,000.00			\$ -			\$ -
10.	Turfstone Pavers	1384	SY	\$ 82.00	113,488.00	1048		\$ 85,936.00	1048		\$ 85,936.00
11.	Rock Excavation	31	CY	\$ 75.00	2,325.00			\$ -	26		\$ 1,950.00
12.	Trench Foundation	26.5	TON	\$ 50.00	1,325.00			\$ -	17		\$ 850.00
13.	Replacement of Unsuitable Backfill Material	154.6	CY	\$ 30.00	4,638.00			\$ -			\$ -
14.	Trench Compaction Testing	1	LS	\$ 1,000.00	1,000.00			\$ -			\$ -
15.	Sanitary Sewer Gravity Main, Trenched, PVC, 12"	1669.7	LF	\$ 52.50	87,659.25			\$ -			\$ -
16.	Sanitary Sewer Service Relocation	2	EA	\$ 1,500.00	3,000.00			\$ -	5		\$ 7,500.00
17.	Removal of Sanitary Sewer, PVC, 8"	35	LF	\$ 10.00	350.00			\$ -	35		\$ 350.00
18.	Removal of Sanitary Sewer, PVC, 10"	692	LF	\$ 10.00	6,920.00			\$ -	692		\$ 6,920.00
19.	Sanitary Sewer Abandonment, Plug	2	EA	\$ 250.00	500.00			\$ -	2		\$ 500.00
20.	Pipe Culvert, Trenched, HDPE, 12"	60	LF	\$ 53.00	3,180.00			\$ -	80		\$ 4,240.00
21.	Pipe Culvert, Trenched, RCP, 24"	14	LF	\$ 80.75	1,130.50			\$ -	14		\$ 1,130.50
22.	Pipe Culvert, Trenched, RCP, 36"	120	LF	\$ 111.00	13,320.00			\$ -	120		\$ 13,320.00
23.	Pipe Apron, RCP, 24"	1	EA	\$ 1,500.00	1,500.00			\$ -	1		\$ 1,500.00
24.	Footing for Concrete Pipe Apron, RCP, 24"	1	EA	\$ 950.00	950.00			\$ -	1		\$ 950.00
25.	Pipe Apron Guard	1	EA	\$ 1,650.00	1,650.00			\$ -	1		\$ 1,650.00
26.	Subdrain, Type 1, Trenched, 6"	592	LF	\$ 12.75	7,548.00			\$ -			\$ -
27.	Subdrain, Type 1, Trenched, 8"	1970	LF	\$ 16.25	32,012.50			\$ -			\$ -
28.	Subdrain, Type 1, Trenchless, 6"	60	LF	\$ 80.00	4,800.00			\$ -			\$ -
29.	Subdrain Cleanout, Type A-2, 8"	5	EA	\$ 850.00	4,250.00			\$ -	5		\$ 4,250.00
30.	Hickenbottom Subdrain Cleanout, Type A-2, 8"	5	EA	\$ 700.00	3,500.00			\$ -	5		\$ 3,500.00
31.	Pipe Bursting, HDPE, 16"	401.9	LF	\$ 135.00	54,256.50			\$ -	401.9		\$ 54,256.50
32.	Manhole, SW-301, 48"	6	EA	\$ 3,500.00	21,000.00			\$ -	6		\$ 21,000.00
33.	Manhole Adjustment, Major	2	EA	\$ 2,000.00	4,000.00			\$ -	0		\$ -
34.	Connection to Existing Manhole	2	EA	\$ 1,500.00	3,000.00			\$ -	2		\$ 3,000.00
35.	Remove Manhole	6	EA	\$ 1,000.00	6,000.00			\$ -	6		\$ 6,000.00
36.	Pavement, HMA	158.4	TON	\$ 160.00	25,344.00			\$ -			\$ -
37.	Driveway, Granular	51	TON	\$ 25.00	1,275.00			\$ -	114		\$ 2,850.00
38.	Pavement Removal	160.9	SY	\$ 8.75	1,407.88			\$ -	136		\$ 1,190.00
39.	Temporary Traffic Control	1	LS	\$ 3,000.00	3,000.00			\$ -	0.8		\$ 2,400.00
40.	Hydraulic Seeding, Seeding, Fertilizing, and Mulching, Type 1	2.8	AC	\$ 3,250.00	9,100.00			\$ -			\$ -
41.	Hydraulic Seeding, Seeding, Fertilizing, and Mulching, Type 4	2.8	AC	\$ 2,500.00	7,000.00			\$ -			\$ -
42.	Watering	300	MGAL	\$ 45.00	13,500.00			\$ -			\$ -
43.	Warranty	1	LS	\$ 500.00	500.00			\$ -			\$ -
44.	SWPPP Management	1	LS	\$ 1,800.00	1,800.00			\$ -	0.6		\$ 1,080.00
45.	Filter Sock, 9"	6983	LF	\$ 2.00	13,966.00	800		\$ 1,600.00	6227		\$ 12,454.00
46.	Filter Socks, Removal	6983	LF	\$ 0.40	2,793.20			\$ -	55		\$ 22.00
47.	Temporary RECP, Type 2.C	5366	SY	\$ 1.10	5,902.60			\$ -			\$ -
48.	Rip Rap, Class E	103	TON	\$ 60.00	6,180.00			\$ -	83		\$ 4,980.00
49.	Stabilized Construction Entrance	240	SY	\$ 5.00	1,200.00			\$ -	173		\$ 865.00
50.	Mobilization	1	LS	\$ 30,000.00	30,000.00	0.2		\$ 6,000.00	1		\$ 30,000.00
51.	Concrete Washout	1	LS	\$ 500.00	500.00			\$ -			\$ -
15.A	Sanitary Sewer Gravity Main, Trenched, PVC, 12"	-1669.7	LF	\$ 52.50	(87,659.25)			\$ -			\$ -
52.	Sanitary Sewer Gravity Main, Trenched, PVC, 15"	1669.7	LF	\$ 60.00	100,182.00			\$ -	1669.7		\$ 100,182.00
TOTAL ORIGINAL CONTRACT = \$ 578,978.41						TOTAL		\$ 93,536.00	TOTAL		\$ 432,984.50

ITEM NO.	DESCRIPTION	CONTRACT ITEMS				COMPLETED WORK THIS PERIOD			COMPLETED WORK TO DATE		
		PLAN QTY.	UNIT	UNIT COST	COST TOTAL	QTY. TO DATE	CO #	COST TOTAL	QTY. TO DATE	CO #	COST TOTAL
STORED MATERIALS SUMMARY:											
1.	Turfstone Pavers			\$ 82.00		591.36		\$ 48,491.52	591.36		\$ 48,491.52
TOTAL STORED MATERIALS = \$					-	\$ 48,491.52			\$ 48,491.52		
CHANGE ORDER SUMMARY:											
26.	Subdrain, Type 1, Trenched, 6"	-592	LF	12.75	(7,548.00)			\$ -			\$ -
27.	Subdrain, Type 1, Trenched, 8"	-1,970	LF	16.25	(32,012.50)			\$ -			\$ -
28.	Subdrain, Type 1, Trenchless, 6"	-60	LF	80.00	(4,800.00)			\$ -			\$ -
CO2-1	Subdrain, Type 1, Trenched 12"	2,562	LF	24.25	62,128.50			\$ -	2,489		\$ 60,358.25
CO2-2	Subdrain, Type 1, Trenchless, 12"	60	LF	240.00	14,400.00			\$ -	60		\$ 14,400.00
CO2-3	Remove and Reinstall Rip Rap	1	LS	1,030.00	1,030.00	1		\$ 1,030.00	1		\$ 1,030.00
CO2-4	Concrete Flume and Sediment Basin Cleanout	1	LS	4,500.00	4,500.00	1		\$ 4,500.00	1		\$ 4,500.00
CO3-1	Clearing and Grubbing	1	LS	6,800.00	6,800.00	1		\$ 6,800.00	1		\$ 6,800.00
CO3-2	Excavation, Class 10	305	CY	62.00	18,910.00	305		\$ 18,910.00	305		\$ 18,910.00
CO3-3	Subdrain, Type 1, Trenched 12"	430	LF	39.00	16,770.00	430		\$ 16,770.00	430		\$ 16,770.00
CO3-4	Class E Rip Rap	258	TON	82.32	21,238.56	232.2		\$ 19,114.70	232.2		\$ 19,114.70
CO3-5	Flowable Mortar	103	CY	219.62	22,620.86	92.7		\$ 20,358.77	92.7		\$ 20,358.77
CO3-6	Mobilization	1	LS	4,500.00	4,500.00	1		\$ 4,500.00	1		\$ 4,500.00
CO3-7	Railroad Standby	1	LS	8,200.00	8,200.00	1		\$ 8,200.00	1		\$ 8,200.00
CO5-1	Additional Railroad Flagger Days	5	DAY	1,430.00	7,150.00	5		\$ 7,150.00	5		\$ 7,150.00
TOTAL CHANGE ORDERS = \$					143,887.42	\$ 107,333.47			\$ 182,091.72		
TOTAL CONTRACT											
& CHANGE ORDERS					\$722,865.83	\$ 200,869.47			\$ 615,076.22		

RESOLUTION No. 0623-6

RESOLUTION APPROVING SUPPLEMENTAL AGREEMENT #2 WITH SNYDER AND ASSOCIATES RELATING TO PHASE I AND II OF THE SOUTHEAST TRUCK SANITARY SEWER IMPROVEMENTS FROM S. MENTZER ROAD TO DRY CREEK

WHEREAS, the City Council has reviewed the above referred to agreement and finds that the same should be approved.

NOW, THEREFORE, IT IS RESOLVED by the City Council, City of Robins, Iowa, that said agreement is hereby approved by the City; and the Mayor and City Clerk are hereby authorized and directed to execute said agreement on behalf of the City.

Passed and approved, this 5<sup>th</sup> of June 2023.

\_\_\_\_\_  
Roger Overbeck, Mayor Pro-tem

ATTEST:

\_\_\_\_\_  
Lori Pickart, City Clerk/Treasurer

## SUPPLEMENTAL AGREEMENT FOR ADDITIONAL SERVICES # 2

**To:** Snyder & Associates, Inc.  
5005 Bowling Street, SW, Suite A  
Cedar Rapids, IA 52404

**Attn:** Kelli Scott P.E.  
Phone: 319-362-9394  
Fax: 319-362-9448

This is authorization for Snyder & Associates, Inc. to proceed with the following described additional services.

<b>Client:</b> City of Robins	
<b>Project Name:</b> SOUTHEAST TRUNK SANITARY SEWER IMPROVEMENTS FROM S. MENTZER ROAD TO DRY CREEK PHASE I & PHASE II	
<b>S&amp;A Project Number:</b> 121.0304.08	<b>Original Agreement Date:</b> 03/01/2021

### DESCRIPTION OF ADDITIONAL SERVICES:

Amending the original contract to include additional services for construction administration and construction observation due to extended construction schedule and added scope to the project.

☐ Lump Sum in the amount of: \$

☒ Hourly plus expenses per original agreement or attached fee schedule, estimated budget: \$25,400.00

☒ Document attached: Exhibit A

The undersigned, on behalf of the Client, understands and agrees that the services described in this Supplemental are additional services, scope of which is not contained within the original scope of services defined in the original agreement. The Additional Services in this Supplemental are subject to the general conditions contained in the original Professional Services Agreement.

City of Robins (Client)  
\_\_\_\_\_  
(Type or Print Name above line)

By: \_\_\_\_\_  
(Authorized Agent)

\_\_\_\_\_  
(Printed or typed signature)

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

SNYDER & ASSOCIATES, INC. (Professional)

By: Lindsay Beaman  
(Authorized Agent)

Lindsay Beaman, PE, Business Unit  
Leader

\_\_\_\_\_  
(Printed or typed signature)

Date: 4/26/23

Route executed to:



EXHIBIT A  
PROJECT BUDGET WORKSHEET  
and RESOURCE ALLOCATION

26-Apr-23

Project Name: SE Quadrant Trunk Sewer - Phase I & II

By: PFW

Project Task	Total Estimated Hours	Estimated Fee
210 Construction Administration	60	\$8,700.00
211 Construction Staking	-	
212 Construction Observation	120	\$16,400.00
Mileage	-	\$ 300.00

**TOTAL (ROUNDED)      \$25,400.00**

Estimated hours for Construction Administration and Construction Observation are generally based on approximately 12 hours of field time and 7.5 hours of office time per week for the proposed duration of the project.

Estimated mileage for the project is based on 8 trips per week for the proposed duration of the project at 7 miles per trip, and the IRS standard rate of \$0.656 per mile.