

## **NOTICE AND CALL OF PUBLIC MEETING**

**GOVERNMENTAL BODY:** THE CITY COUNCIL OF CRESCO, IOWA  
**DATE OF MEETING:** SEPTEMBER 20, 2021  
**TIME AND PLACE OF MEETING:** 5:30 P.M. CITY HALL, 130 N PARK PLACE

**PUBLIC NOTICE IS HEREBY GIVEN THAT THE ABOVE MENTIONED GOVERNMENTAL BODY WILL MEET AT THE DATE, TIME AND PLACE SET OUT ABOVE. THE TENTATIVE AGENDA FOR SAID MEETING IS AS FOLLOWS:**

**ROLL CALL:** BRENNON, McCONNELL, FORTUNE, BOUSKA, CARMAN

**ACT ON THE CONSENT AGENDA:** All items listed under the consent agenda will be enacted by one motion. There will be no separate discussion of these items unless a request is made prior to the time council votes on the motion.

1. Approval of the Agenda
2. Approval of the Claims
3. Approval of Minutes from September 8, 2021
4. Approval of Application for Tax Abatement under the Urban Revitalization Plan for Rachael Underbakke

**STAFF REPORTS:** There may be action taken on each of the items listed below.

1. Public Works
2. Police
3. Administration
4. Committee Updates

**COMMENTS FROM AUDIENCE:**

**BUSINESS:** There may be action taken on each of the items listed below.

1. Rick Hagen to Address Council Regarding Access to Lots and Subdivision Rules
2. Stan & Guardis Krider to Request a Credit for Water not Entering the Sanitary Sewer
3. Jeff Korsmo to Discuss Bike Trail Project
4. Approval of Class C Liquor License with Sunday Sales for Big Daddy Hideaway Corp. dba Sweeney's Lounge
5. Motion to Approve the Amendment to Appendix 1 of the Credit Card Policy
6. Discuss Park Board's Recommendation for Replacing the Roof on the Fitness Center
7. Discuss Hawkeye Sanitation's Proposal to Extend Current Contract and Impact of New Totes on Garbage Collection
8. Discuss Issues Regarding COVID-19 Pandemic

**ADJOURN:**

**THIS NOTICE IS GIVEN AT THE DIRECTION OF THE MAYOR PURSUANT TO CHAPTER 21, CODE OF IOWA AND THE LOCAL RULES OF SAID GOVERNMENTAL BODY. POSTED SEPTEMBER 17, 2021.**

Mayor Pro-Tem Bouska called the Cresco City Council meeting to order on September 8, 2021, at 5:30 pm. Council Members Brenno, McConnell, Bouska, and Carman were present. Council Member Fortune was absent.

Carman made the motion to approve the consent agenda which included approval of the agenda; claims; minutes from August 16<sup>th</sup> regular and special meeting and August 30<sup>th</sup> special meeting; Class C Liquor License (LC) with Sunday sales and outdoor service to Barbara E. Holstrom dba The Pub; Cigarette/Tobacco Permit for Big Daddy Hideaway Corp. dba Sweeney's Lounge; Parade Permit for CHS Homecoming Parade for parts of Schroder Drive, 3rd Ave E, and N Elm Street on September 17, 2021. Brenno seconded and it passed all eyes.

Public Works Director Widell reported (a) City of Elma's wastewater plant was flooded out so they have taken 5,000 gallons of our activated sludge to get their plant up and running again; (b) chipsealing will be finished early next week; (c) the patch was repaired on 3<sup>rd</sup> Street West but did not find anything out of the ordinary; (d) Dean has been out on medical leave the last few weeks so we've been working together to get everything done in the Street Department; (e) Perry Novak Electric will replace the anchor bolt on the stop light pole in the next couple of weeks. This is covered by insurance from the wind storm damage; (f) Northway will be here in the next two weeks to do the well re-casing on Well #3 in Kessel.

Police Chief Ruroden submitted the August police report. They had a very successful National Night Out with good attendance. Officers are busy working on several felony cases.

City Clerk Elton reported (a) she is having computer issues. They wiped it clean, so now is having email problems; (b) working with EMC claims adjuster on the July 27<sup>th</sup> wind damage claim. We had about \$28,000 of damages; (c) Bill and Brandon are installing concrete bean bag boards, paid for by sponsors, in three of the parks; (d) a bid opening was held today for a housing rehab project but no bids were submitted. We may need to forfeit grant funds since we can't find contractors to work on the project; (e) we applied for a grant for the Fitness Center for lost revenue due to COVID; (f) we already received the Shuttered Venue Grant of \$44,000 for the Theatre and can now apply for additional \$22,000; (g) Teresa and I will attend the Iowa League of Cities annual conference next week.

Mayor Pro-Tem Bouska asked for comments from the audience. Angela Bries asked for an update on the nuisance abatement process for a complaint filed on a neighbor's property. She also complained about other properties. The complaints were recorded and nuisance abatement letters will be sent.

Jason Passmore introduced Kevin & Carol Lundt. They purchased the Southside Bar and are remodeling the building and preparing to open a new restaurant and bar. They hope to open in the next month or two. Brenno made a motion to approve the Loan Agreement for a loan of \$50,000 by the Cresco Industrial Development Corporation and the City of Cresco to Kevin & Carol Lundt dba The Broken Road Grill & Bar, LLC. McConnell seconded and it passed all eyes.

Hawkeye Sanitation requested Council to extend the current garbage and recycling contract for an additional five years from the current expiration date of December 31, 2022. They are proposing purchasing 65-gallon totes for all customers for garbage and charge \$5 per month rent. Additional prepaid garbage bags can be purchased for \$5 each. They are also considering purchasing an additional 65-gallon tote for comingled recycling and charge \$5 per month rent. They requested the commitment before they order the totes and the new or modified truck. They are experiencing a lot of issues with bags of garbage ripped open and garbage strewn around. Some customers are leaving excessive garbage and big items for collection. They also spend a lot

of time at collection sorting the recycling and leaving the unacceptable items. The Landfill penalizes for unacceptable items hidden in the garbage. The Winneshiek Landfill has some of the highest tipping fees and Cresco waste is required to use that landfill. Totes would be required for all customers and be put out the night before collection days or at least by 6 am. Council understands why Hawkeye Sanitation would like to implement the totes. However, Council was very concerned with an additional charge of \$10 per month on top of the garbage and recycling fees. Council requested time to consider the request before committing. It will be discussed again at future council meetings.

Carman made a motion to approve the resolution authorizing the Mayor to sign an amendment to the Economic Development Assistance Contract Between Donaldson Company Inc, the City of Cresco, and the Iowa Economic Development Authority. McConnell seconded and it passed all ayes.

Brenno made a motion to approve the resolution authorizing the Mayor to sign an Iowa Safety Education Program Participant Agreement with Iowa Association of Municipal Utilities. Carman seconded and it passed all ayes.

McConnell made a motion to approve the resolution accepting the Annual Financial Report of the City of Cresco, Iowa for the fiscal year 2020-2021 and directing the Clerk to file the Report with the Iowa Auditor of State. Bouska seconded and it passed all ayes.

Bouska made a motion to approve the resolution authorizing the Mayor and City Clerk to enter into a Joint Agreement – Amendment No. 3. with Howard County for the Howard County Wind Farm Urban Renewal Plan. Brenno seconded and it passed all ayes.

The Insurance Committee presented a comparison of property and liability insurance from EMC and ICAP. Carman made a motion to renew the insurance policy with EMC Insurance Companies. Bouska seconded and it passed all ayes. McConnell made a motion to appoint O'Donnell Insurance as the Agent of Record. Bouska seconded and McConnell, Bouska, and Brenno voted aye. Carman voted nay. The motion passed by majority vote.

Council reviewed the Council and Mayor rankings for the various projects in the Capital Improvement Plan. Council will review the project list again and discuss further at a special meeting on September 20, 2021 immediately following the regular meeting.

Carman reported Howard County has a 6% positivity rate for COVID-19. Visitor restrictions have been reinstated at the hospital and nursing homes. They are recommending booster shots 8 months after the 2<sup>nd</sup> vaccination shot unless you are immune-compromised.

Carman moved to adjourn the Council Meeting at 7:10 pm. Brenno seconded and it passed all ayes. The next regular Cresco City Council meeting will be September 20, 2021, at 5:30 pm at Cresco City Hall.

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Mayor Pro-Tem Amy Bouska

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City Clerk Michelle Elton

Following is a list of claims approved for payment:

4IMPRINT	PR	334.85	NE IA MOTORS	Srvc	595.43
AHLERS&COONEY	Legal	117.00	PAYROLL		162,538.11
ALLIANT	Elect	14,394.92	PETTY CASH	Fee	112.00
BLACK HILLS	Gas	1,428.99	PLUNKETT'S	Srvc	1,205.08
BOB'S ELECTRIC	Supp	476.15	PODRATZ,DAVID	DpAp	29.03
BODENSTEINER	Supp	5.26	POSTMASTER	Postage	574.86
BRUENING	Rock	1,267.81	PRINCIPAL LIFE	Ins	107.90
CAMPSITE	LP	160.70	RACOM	Srvc	343.00
CARRICO	Chems	1,074.08	RHSHC	Srvc	38.00
CASPER,ANTHONY	DpAp	80.00	ROGNE SPRAY	Srvc	288.75
CENTER POINT LG PRT	Book	25.87	RUPPERT	Supp	658.32
CITY OF CRESCO	Ins	4,087.82	SADLER,TIM	DpAp	26.63
CITY OF CRESCO	Tourism	1,000.00	SAM'S	Rtn	-30.68
CITY OF CRESCO	Ufil	1,493.70	SANDERS,RUSS	DpAp	1.71
CLAYTON,STEVEN	DpAp	80.00	SANDRY FIRE	Supp	276.87
COMBS,KATELYNN	DpAp	80.00	SCHOLBROCK MASONRY	Srvc	850.00
CONNIE'S CARPET	Srvc	277.44	SIGNS&DESIGNS	Sign	45.00
CR SHOPPER	Ads	682.76	SMITH,CHELSEY	DpAp	80.00
CR SMALL ENGINE	DpAp	36.61	SOLAR PRO	Solar	4,893.17
CR TPD	Notices	443.70	SOLUTIONS	Srvc	297.85
CROELL	Concr	3,715.50	SQUARE	Ccfees	37.75
CULLIGAN	Srvc	108.11	STOREY KEN	Supp	157.57
CUST ALARM	Srvc	164.50	TASC	Fees	313.11
DC COMM	Phone	22.01	UPPER IA CONST	DpAp	22.75
DELUXE ECHOSTAR	Movie	80.00	VERIZON	Wireless	223.34
DISNEY	Movie	568.22	VERMEER,JUSTIN	DpAp	144.70
ELECTRIC PUMP	Parts	1,264.59	WALTON,TIMOTHY	Srvc	2,550.00
ELWOOD...	Legal	400.00	WHKS	Engr	851.60
EMPL BENE SYS	Fees	240.00	WILSON,MIKE	Movie	150.00
FAREWAY	Supp	143.34	WINDRIDGE IMP	Parts	225.39
GILLETTE PEPSI	Conces	385.80	WINDSTREAM	Phone	817.85
GOSCH'S	Srvc	167.55	WINNESHIEK MED	DpAp	100.00
GRUBE CONST	Srvc	970.00	ZAHASKY,DREW	Trng	19.97
GRUBE LAWN	Supp	40.96	ZARNOTH	Parts	494.00
GRUDL,MILAN	DpAp	10.80	ZIEGLER	Parts	394.34
HANSON TIRE	Srvc	422.04	ZIMMER&FRANCON	Supp	181.10
HANSON,KYLE	Srvc	300.00			
HASKOVEC,SAMANTHA	DpAp	1.01	GENERAL		145,917.19
HAYEK,BENJAMIN	Ref	570.50	HOTEL/MOTEL TAX		1,000.00
HEROLD,DAVE&SHERI	DpAp	6.00	LOST PROJ		840.61
HEWETT	Conces	998.90	FIRE STATION BLDG		499.79
HOVE,SHELLY	DpAp	80.00	CR COMM FIRE		828.65
HOVEY OIL	Supp	755.44	ROAD USE TAX		30,831.76
HOW CO	ShrdLEC	6,660.13	EMPL BENE		1,571.43
INSPIRE(D)	Ad	380.00	REHAB HOUSE		71.37
IMFOA	Trng	175.00	PARK TRUST		895.00
IA ONE CALL	OneCalls	43.20	PARK TREE TRUST		288.75
JD FIN	Supp	1,043.43	WATER		20,407.91
KCZQ	Ads	100.00	WATER DEP		923.88
LEFF,CARRIE	Supp	55.18	SEWER OP		21,867.80
LOPEZ,EDGAR	DpRf	80.00	SEWER PROJ		570.00
LUCAS,AL	DpAp	35.61	CAP IMPR		28.74
MEDIACOM	Phone	309.98	YARDWASTE		1,645.45
MEINECKE,JEFF	Mileage	16.80			
NORMAN,BRADY	DpAp	29.03	TOTAL FUNDS		228,188.33
NC LAB	Chems	132.54	Revenues 8/17-9/8/21		255,136.25
NE IA DRUG TASK FORCE	Dues	550.00			

APPLICATION FOR TAX ABATEMENT UNDER THE  
URBAN REVITALIZATION PLAN FOR

CRESCO, IOWA

Date 9/13/21

Prior Approval for  
Intended Improvements

Approval of Improvements  
Completed

Address of Property: 124 5th Ave E

Legal Description: W 1/2 lot 10 + E 12.5' lot 11 EX W 4.5'  
of N 44' BLK 7 Beadle + Strong addn

Title Holder or Contract Buyer: Rachael Underbakke

Address of Owner (if different than above): \_\_\_\_\_

Phone Number (to be reached during the day): \_\_\_\_\_

Property Use:  Residential  Multi-Residential  Commercial

Nature of Improvements:  New Construction  Rehab/Addition  General Improvements

Specify: added a detached garage

Estimated or Actual Cost of Improvements: \_\_\_\_\_

Estimated or Actual Date of Completion: 8/15/21

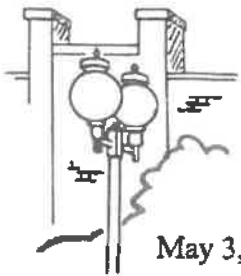
If applicable, the name(s) of the tenants (if different than the owner) that occupied the property on  
November 3, 2008: \_\_\_\_\_

Signed: Rachael Underbakke

Tax Exemption Schedule:

Residential: 100% exemption on the first \$75,000 of actual value added for 3 years.

Multi-Residential/Commercial: 100% exemption of actual value added for 3 years.



THE CITY OF  
**Cresco**  
I O W A

130 N. Park Place Cresco, IA 52136  
(563) 547-3101 FAX (563) 547-4525  
www.cityofcresco.com

May 3, 2021

Letter of Support:

The City of Cresco would like to offer our letter of support for the Prairie Springs Trail Project grant application and is committing funding 10% of the project if the grant is approved. This trail is utilized by the residents of the City of Cresco and many from outside our community.

The City of Cresco realizes that this trail is a great attraction to Howard County and provides a safe trail for biking, walking, and running for people of all ages. The trail begins in the city and continues out of the city limits and through a scenic area and woods giving the users the ability to enjoy nature on the safety of a bike trail away from traffic. The trail ends at the beautiful Prairie Springs Nature Center where there is a park, campground, walking trails. The Nature Center is a small museum open to the public.

A portion of the trail will be hosting a Storywalk section which encourages young children and their parents to read while also getting outside in the fresh air and exercising. Laminated pages from a children's picture book will be mounted on 22 posts and updated periodically by the Cresco Public Library and the Howard County Extension Service.

In 2013, the City installed seven outdoor fitness equipment stations along the bike trail to allow additional exercise options. The equipment cost over \$20,000 that was paid by local donations, Fit-For-Life Grant, and the City of Cresco. The community support was tremendous and is an indication of how important the bike trail is to everyone.

The City of Cresco and Howard County Conservation Board work together to maintain the trail along with a group volunteers from the Prairie Springs Recreation Trail Committee. The cooperation of the two local governments and volunteers has worked extremely well. Due to budget restraints, it will be difficult for either government agency to pay the full cost of repaving this bike trail which really needs to be done to keep it in a safe condition.


The City of Cresco supports the grant application for the repaving of the Prairie Springs Trail Project, and believes this project will have a lasting economic, and quality of life impact on the people and families that use it, as well as the citizens of Cresco. We appreciate your consideration of funding this project and we are proud to commit local funds to ensure the project gets completed.

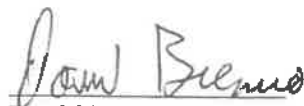
Sincerely,


  
Mayor Mark Bonie

Cresco Council Members:

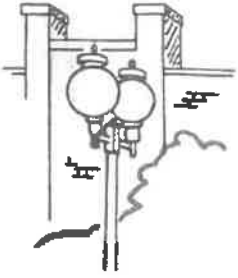
  
Jan Carman

  
Amy Bouska

  
David Brenno

  
Alex Fortune

  
Richard McConnell



THE CITY OF  
**Cresco**  
I O W A

130 N. Park Place Cresco, IA 52136  
(563) 547-3101 FAX (563) 547-4525  
[www.cityofcresco.com](http://www.cityofcresco.com)

May 3, 2021

Letter of Support:

The City of Cresco would like to offer our letter of support for the Prairie Farmer Trail Project. This trail is utilized by the residents of the City of Cresco as well as many from outside our community.

The City of Cresco realizes that this trail is a great attraction to Howard County and provides a safe trail for biking, walking, and running for people of all ages. The trail begins in the city and continues out of the city limits and connects with other trails enabling bike enthusiasts the ability to ride for many miles on the safety of a bike trail away from traffic.

The City of Cresco supports the grant application for the repaving of the Prairie Farmer Trail Project, and believes this project will have a lasting economic, and quality of life impact on the people and families that use it. We appreciate your consideration of funding this project.

Sincerely,

Mayor Mark Bohle

Cresco City Council Members:

  
Jari Carman  
Amy Bouska  
David Brenno  
Alex Fortune  
Richard McConnell

Stan & Gaurdis Krider  
906 9th street east  
Cresco Ia. 42136

We have built a new home and had to establish a new lawn. Therefore, we are asking for some consideration on our water bill for the month, as the water did not go through the sewer. I have included a sheet showing our sewer charges since moving in with a average showing of usage and charges.

Thank you for you consideration

Stan Krider



STAN KRIDER  
906 9<sup>TH</sup> ST EAST

PHONE: 435-216-2120

			<u>USAGE</u>	SE
12/18	TO	1/20	2772	24.50
1/20	TO	2/19	2534	22.40
2/19	TO	3/19	2360	20.86
3/19	TO	4/20	2969	26.25
4/20	TO	5/20	2605	23.03
5/20	TO	6/21	5668	50.11 (PLANTS)
6/22	TO	7/20	2913	26.77

AVERAGE USAGE NOT COUNTING MONTH OF WATERING PLANTS  
2692

AVERAGE COST NOT COUNTING MONTH OF WATERING PLANTS  
\$23.92

SEPT 20<sup>TH</sup> 5:30 PM  
Council meeting



**Applicant**

NAME OF LEGAL ENTITY: **BIG DADDY HIDEAWAY CORP.** NAME OF BUSINESS(DBA): **Sweeney's Lounge** BUSINESS: **(563) 203-4102**

ADDRESS OF PREMISES: **212 S Elm St** CITY: **Cresco** COUNTY: **Iowa** ZIP: **52136**

MAILING ADDRESS: **115 3rd Avenue Southeast** CITY: **Cresco** STATE: **Iowa** ZIP: **52136**

**Contact Person**

NAME: **Cooper Wyatt Sweeney** PHONE: **(563) 203-4102** EMAIL: **coopersweeney.14@gmail.com**

**License Information**

LICENSE NUMBER: **Class C Liquor License** LICENSE/PERMIT TYPE: **Class C Liquor License** TERM: **12 Month**

TENTATIVE EFFECTIVE DATE: **Oct 1, 2021** TENTATIVE EXPIRATION DATE: **Sep 30, 2022**

SUB-PERMIT/PRIVILEGES: **Class C Liquor License, Sunday Service**

**Status of Business**

BUSINESS TYPE: **Privately Held Corporation**

**Ownership**

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Cooper Sweeney	Cresco	Iowa	52136	Soon-to-be owner	0.00	Yes

**Insurance Company Information**

INSURANCE COMPANY: **Illinois Casualty Co** POLICY EFFECTIVE DATE: **Oct 1, 2021** POLICY EXPIRATION DATE: **Oct 1, 2022**

DRAM CANCEL DATE: **OUTDOOR SERVICE EFFECTIVE DATE** **OUTDOOR SERVICE EXPIRATION DATE**

BOND EFFECTIVE DATE: **TEMP TRANSFER EFFECTIVE DATE** **TEMP TRANSFER EXPIRATION DATE**

# City of Cresco

## CREDIT CARD POLICY

### APPENDIX 1

#### CARDS ISSUED & CREDIT LIMITS

The City has two (2) Visa cardholders. Each cardholder listed below will be issued an individual card under the City's business account with TCM Bank, N.A.

- 1 issued to Police Chief Timothy Ruroden – credit limit \$2,000.00
- 1 issued to Public Works Director Nathan Widell – credit limit \$10,000.00
- 1 issued to Park Manager Jamie Hackman – credit limit \$4,000.00
- 1 issued to Theatre Manager Wendy Lickteig – credit limit \$4,000.00

The City has one (1) Mastercard cardholder. Each cardholder listed below will be issued an individual card under the City's business account with CardMemberServices / CUSB Bank.

- 1 issued to Library Director Jordyn MacDonald – credit limit \$4,000.00

The City has two (2) Sam's Club cardholders. Each cardholder listed below will be issued an individual card under the City's business account with Sam's Club with a combined credit limit of \$4,000.00.

- 1 issued to Pool Manager Wendy Bohr – combined credit limit \$4,000.00

If the employee to whom the card is issued ceases to be an employee of the City or no longer holds the position listed above, the card shall be returned to the City Clerk's office.

DATE APPROVED BY COUNCIL: \_\_\_\_\_

BY: \_\_\_\_\_  
Mayor Mark Bohle

ATTEST: \_\_\_\_\_  
City Clerk Michelle Elton

# City of Cresco

## CREDIT CARD POLICY

### I. CARDS ISSUED

See Appendix 1.

### II. CREDIT LIMITS

See Appendix 1.

### III. USES

1. Purchases requiring immediate payment when the City is unable to issue a check for the purchase.
2. Meal expenses when on City business (no alcoholic beverage expenses may be included). Original detailed receipt(s) must be returned to City Hall. See employee handbook for maximum meal allowances.
3. Employee training and/or travel expenses including lodging when applicable.
4. On-line purchases requiring a credit card when no other payment or billing option is available. (on-line purchases may require prior approval for non-budgeted items.)
5. Emergency vehicle maintenance.

### IV. EMPLOYEE RESPONSIBILITIES

1. Only authorized employees of the City of Cresco may use a municipal credit card. The credit card must be signed out by the employee, signing and dating the form, and verified by City Hall staff. The card should be returned immediately after use and verified by City Hall staff.
2. Ensure that the credit card is used in compliance with the City's purchasing policies.
3. Personal use of a "City of Cresco" credit card is strictly **PROHIBITED**.
4. The employee using the credit card must submit all receipts to City Hall **within ten (10) days of purchase**. The receipt should include documentation detailing the goods or services purchased, cost, date of purchase, department or expense item to be charged, and signature of employee making the purchase in order to provide adequate audit trail information. If original detailed receipts are not turned in, the City will not be responsible for those charges on the credit card. **Failure to submit receipts within the required ten days will be reported to the City Council and may result in loss of use of the card.**
5. Above said receipts must be submitted to City Hall to reconcile against the monthly credit card statement. The City will reconcile and make payment per credit card agreements, of all outstanding amounts for the preceding month. Preparation for payment, to be completed in a timely fashion will be done through the City Clerk's office. Each department will be responsible for reviewing the individual receipts and submitting them for payment by the 1<sup>st</sup> of the month. The total will be paid in full each month. The amount of any item without accompanying receipt shall be reimbursed to the City by the employee.
6. Purchases made by the City are exempt from state and local sales tax. Employee should inform vendor of this when making purchase. Sales tax exemption forms are available from the Deputy Clerk.
7. The employee signing out the card is responsible for its protection and custody and shall immediately notify the Cresco City Hall if the card is lost or stolen.
8. The credit card may not be used for cash advances or any other type of purchase not permitted by the City of Cresco.

9. **Misuse of the credit card, failure to secure or failure to report stolen or missing credit card immediately upon discovery, could result in disciplinary action towards employee and possible employment termination. Employees would not be held responsible for any fraudulent charges to the credit card after it has been reported missing or stolen. In addition, late charges incurred as a result of not turning in receipts in the required time frame will be the responsibility of the employee.**

#### **V. REWARD POINTS**

For City issued credit cards that earn reward points, the reward points shall be redeemed by the individual to whom the card is issued for the following purposes:

1. Cash or Credit to be applied to the outstanding card balance.

If cash or credit to be applied to the outstanding balance is not available for credit card reward points, the points may be redeemed for gift cards or merchandise provided that they are used for public purposes.

The City Clerk will be responsible for redeeming credit cards reward points and tracking their use, to be reviewed by the City's auditor annually.

#### **VI. STORE CARDS (i.e. Kwik Star)**

Existing operations include the issuance of certain types of credit cards affiliated with a specific retail or wholesale business. Departments that have these cards will be subject to the same standards as for those who hold a bank issued major credit card.

Moss

# PROPOSAL

(Using Tapered Insulation)

Moss Roofing & Insulation, Inc.  
310 Hwy 150 South  
West Union, Iowa 52175

1-800-373-3331  
(563) 422-3331  
Fax (563) 422-5086

PROPOSAL SUBMITTED TO  
**BRANDON KERIAN FOR THE CITY OF  
CRESCO  
STREET  
316 3<sup>RD</sup> AVENUE EAST**

PHONE  
**563-547-3230  
parks@cityofcresco.com**

DATE  
**8/31/2021**

JOB NAME  
**ROOFING FLAT 2-STORY ROOF AREA AT THE  
FITNESS BUILDING (Approx. 4,000 sq. ft.)**  
JOB LOCATION  
**SAME**

CITY, STATE AND ZIP  
**CRESCO, IA 52136**

We hereby submit specifications and estimates for:

Note: This proposal becomes valid once Moss Roofing can verify existing conditions with a roof core.

1. Moss Roofing will remove the existing roofing material, roof edging and dispose of all debris properly. (This bid includes landfill and haul fees.)
2. Supply and install a 6-mil poly vapor barrier over the wood deck.
3. Supply and install a 1/8-inch slope tapered EPS insulation system with a 1 1/2-inch start at the roof drain and a 1/2-inch max thickness.
4. Supply and install 2-inches of polyisocyanurate board insulation (11.4 R-value) over the Tapered EPS.
5. Supply and install tapered roof sumps around the roof drains.
6. Supply all materials and install a 60 mil, Fully Adhered EPDM membrane roof, to include all accessories needed to complete the membrane roof.
7. Furnish and install new 24-gauge, roof edging around the perimeter of the roof area and new metal flashing where the membrane roof joins the steel, gable end wall.
8. Issue a 20-year membrane warranty from the roofing manufacturer.

**Base Bid:**

We Propose hereby to furnish material and labor complete in accordance with above specifications, for the sum of:  
**FORTY-SEVEN THOUSAND TWO HUNDRED SEVENTY-TWO-----Dollars (\$47,272.00)**

Notes:

- Any needed Deck replacement will be billed as an extra cost on a Time and Material Basis added to the base bid stated below.
- Note: If any new roof drains need to be installed; the City should expect an approximate price of \$525.00 per roof drain.
- Bid does not include sales tax.

Payment to be made as follows: **ON COMPLETION**

All material is guaranteed to be as specified. All work to completed in a work- manlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Moisture, which has entered the building prior to our installation or repair of the roofing system, may result in mold growth. We disclaim any and all responsibility for damages to persons or property arising from or relating to the presence of mold in the building. By executing this contract, Owner (1) releases us from any and all claims Owner and Owner's (a) family members, (b) employees, (c) tenants or, (d) any other building occupants may have as a result of such mold growth and

(2) agrees to defend, indemnify and hold us harmless from any and all penalties, actions, liabilities, costs, expenses and damages arising from or relating to the presence of mold in the Owner's building. Due to the rapidly escalating prices and extreme volatility in the pricing of isocyanurate, steel and petroleum-based construction products, the price set forth in this proposal/contract applies only to orders that are ordered and paid for within 30 days of the date of this proposal/contract. All other orders shall be subject to changes in the price of isocyanurate, steel and asphalt roofing products charged to the roofing contractor.

Authorized  
Signature Chris Moss

Acceptance of Proposal. The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do work as specified. Payment will be made as outlined above.

Note: This proposal may be withdrawn  
By us if not accepted within 10 days.

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

X Date of Acceptance: \_\_\_\_\_

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

**SCOPE OF WORK: SUMMARY****Building:** Cresco Iowa Fitness Center**Section:** Area over wrestling room**Square Feet:** Estimated 3,820 square feet**Summary:** The details of the roof are in poor condition. A new roof is now recommended.**SCOPE OF WORK: RECOMMENDATIONS****Base Bid:**

- Tear off roofing down to the wood deck and dispose of.
  - Possible a staged tear may be required due to the moisture within the current roof system.
  - 1 3/4" tongue and groove deck is assumed through the entire roof area. Based on field measurements.
- Install wood blocking around the perimeter of the roof to accommodate the new insulation thickness.
- Cut existing metal panels up approximately 12" to accommodate new insulation thickness and to get proper manufacturer's approved details.
- Install a 1/8" per foot tapered Polyisocyanurate (ISO) system to promote water to the drains.
- Install 1/4" per foot tapered ISO to further direct water to the drains.
- Mechanically fasten ISO to the wood deck using manufacturer approved fasteners.
  - Fastener lengths are assumed to not protrude through the existing wood deck.
  - Assumes wood deck is in suitable condition to hold fasteners. If wood decking is deteriorated, this will need to be negotiated on a time and material basis.
- Average R-30 ISO system is assumed in the proposal.
- Install an adhered 60-mil Black EPDM roof system per manufacturer's specifications.
- Install all flashings and accessories required to complete roof system.
- Flash all existing penetrations.
- Install new coping cap around the perimeter of the roof.
  - Assumes around three perimeter sides of roof
- Install fascia beneath coping cap to close off entire roof system.
  - Assumes around three perimeter sides of roof.
- Install wall counter along the back wall to fully terminate roofing.
- Metal to be 24 gauge pre-finished steel.
- Color TBD by owner from standard Una Clad color chart.
- Includes 20 year Total System Roofing Warranty according to manufacturer's specifications.

**PRE- & POST-CONSTRUCTION SPECIFICATIONS****Project Preparation:**

- Perform a pre-job meeting to determine jobsite logistics and safety requirements
- Furnish proposed construction schedule, if needed.

**Post-job procedures:**

Upon completion of project, we offer to conduct a post job closeout meeting which includes:

- Review of Executed Scope of Work
- Review of Any Unforeseen Conditions
- Final Joint Walk of New Roof Assembly
- Brief Orientation and Care Requirements of Your New Roofing System.
- Delivery of Contractor's and Manufacturer's Warranty
- Discuss Tecta Tracker & Preventative Maintenance programs

**GENERAL NOTES AND QUALIFICATIONS****Employee Professionalism:**

All work shall be performed in a safe, professional manner in compliance with Schwickert's policy.

**Permits:**

Permit costs are included in this proposal.

**Safe & Clean Work Environment:**

All work premises will be cleaned daily during the construction process and at the completion of the project. Trash will be removed to dumpster provided by Schwickert's

**Warranty:**

Workmanship is covered by Schwickert's Tecta America's Two year warranty. Form to be standard similar to the Midwest Roofing Contractors Association (MRCA) warranty. This warranty excludes any routine maintenance and recommended repair work beyond the terms of the warranty.

Details will be installed in accordance with NRCA (National Roofing Contractor Association) guidelines and manufacturer's recommendations. Shop drawings for any specific details will be provided upon request for your approval prior to the preconstruction meeting.

**Additional Inclusions and Exclusions:**

- Hoisting of materials is included in this proposal
- Identification, abatement and disposal of hazardous materials is not included. If owner would like to proceed with proposal and work, Schwickerts will require that asbestos testing be done on the existing roof system
- \* • Sales and excise taxes are included.
- All electrical work unless specifically noted within the mechanical specification is not included.
- Wood blocking around the perimeter is included.
- Deck repair/replacement is not included in this proposal. Replacement can be done on a time and material basis.
- Any Mechanical or Electrical disconnects or reconnects are not included in this proposal.
- Lawn or pavement restoration is not included in this proposal.
- This proposal assumes no premium time/and or acceleration costs.
- We do not include costs for temporary utilities and/or facilities
- Snow and ice removal is not included in this proposal.
- Owner shall be responsible for all costs associated to perform an asbestos survey if required by any governmental authority.
- The parties acknowledge that the potential effects of the global outbreak of the Coronavirus (COVID-19) on the construction industry and the performance of construction projects are not yet fully known and are beyond the control of the parties. The effects of this outbreak may adversely affect the Contractor's (or Subcontractor's) labor force, the supply chain for materials, the delivery of materials and/or otherwise adversely affect the Contractor's (or Subcontractor's) performance of the work, causing delays in the prosecution and completion of the work and the project. The parties agree that delays resulting from the effects of the Coronavirus are beyond the control of the Contractor (or Subcontractor) and the Contractor (or Subcontractor) will be granted a reasonable extension of time and a potential equitable adjustment to complete its work if such delays occur.
- Our price stated in this contract proposal is based upon current material prices. Because of raw material price volatility, including the price of oil, our material suppliers are unable to provide us with price protection for the materials included within this proposal. Accordingly, should our material prices increase during the term of this proposal, and during the time of performance of work contemplated by this proposal, our price for performance of the work contemplated by this proposal shall be increased by such direct material cost increases

**CONTRACT**

**Base Bid:** (\$87,912.00) Eighty Seven Thousand Nine Hundred Twelve Dollars and 00/100.

Please also note that these prices are based on current material costs and do not include protection beyond 30 days. All applicable tax is not included.

330 Poplar Street  
Mankato, MN 56001  
507.387.3101

204 Schuman Drive NW  
Stewartville, MN 55976  
507.281.0611

8600 West 125th Street,  
Savage, MN 55378  
612.284.4233

1841 E 1450 Road  
Lawrence, KS 66044  
913.674.4445



<b>Current Contract</b>						
<b>GARBAGE: (Rate includes tipping fees)</b>				<b>RECYCLING:</b>		
	Residential	Over 65	Light Commercial	Residential	Total Residential per mth	Senior Discount
1/1/21 - 12/31/21	\$18.16	\$17.50	\$22.57	\$5.04	\$23.20	\$0.66
Increase:	2%	2%	2%	2%		
1/1/22 - 12/31/22	\$18.52	\$17.85	\$23.02	\$5.14	\$23.66	\$0.67

<b>Proposed Contract</b>						
<b>GARBAGE: (Rate includes tipping fees)</b>				<b>RECYCLING: (Co-Mingled)</b>		
Rental fee of \$5/month per tote				Rental fee of \$5/month per tote		
	Residential	Over 65	Light Commercial	Residential	Total Residential per mth	Senior Discount
1/1/21 - 12/31/21	\$18.16	\$17.50	\$22.57	\$5.04	\$23.20	\$0.66
Increase:	2%	2%	2%	2%		
Add Rental: 1 Tote	\$5.00	\$5.00	\$5.00	\$5.00		
1/1/22 - 12/31/22	\$23.52	\$22.85	\$28.02	\$10.14	\$33.66	\$0.67
Increase:	2%	2%	2%	2%		
1/1/23 - 12/31/23	\$23.99	\$23.31	\$28.58	\$10.34	\$34.34	\$0.69
Increase:	2%	2%	2%	2%		
1/1/24 - 12/31/24	\$24.47	\$23.77	\$29.15	\$10.55	\$35.02	\$0.70
Increase:	2%	2%	2%	2%		
1/1/25 - 12/31/25	\$24.96	\$24.25	\$29.74	\$10.76	\$35.72	\$0.71
Increase:	2%	2%	2%	2%		
1/1/26 - 12/31/26	\$25.46	\$24.73	\$30.33	\$10.98	\$36.44	\$0.73

<b>Tote Rental Cost:</b>	Rental \$5.00	# mths 12	\$60.00 Per Year
<b>5 yr warranty:</b>			\$300.00 Rent paid for 5 years
<b>Actual Life 10 yrs or more?:</b>			\$600.00 Rent paid for 10 years
Per Google, a 65-gallon tote cost is \$125-\$195 each. This does not consider a volume discount.			
Cost of replacing/upgrading garbage trucks should be considered normal operating expenses so should be recovered in the monthly garbage and recycling bills and only a minimal amount added to rent.			