

**AGENDA REGULAR MEETING OF THE RED OAK CITY COUNCIL
MONDAY, MARCH 17, 2025 – 5:30 P.M.
1904 N BROADWAY – RED OAK FIRE STATION**

Meeting is open for the public to attend

Zoom will also be available. Zoom information is below.

Order is at the discretion of the Chair - Meeting is being recorded

1. Call to order
2. Invocation – Pastor Ricky Rohrig of the Crossroads Community Church
3. Pledge of Allegiance
4. Roll Call
5. Approval of the Agenda
6. Proclamations/Special Notices
7. Public Comments (3-minute limit and must sign in by front door to speak)
8. Consent Agenda:
 - a. Approval of Minutes: City Council 3-3-25 and 3-10-25
 - b. Liquor Licenses: New for Sam’s Foods, Renewal for Family Dollar 33277
 - c. Tobacco License: New for Sam’s Foods
9. March 17, 2025 City Claims, Warrants and Water Deposit Refunds
10. Ordinance 2025-02 Solid Waste Chapter (Second of Three Readings)
 - a. City-Wide Clean Up Fee \$4.00
 - b. Number of Days to Accumulate Trash - 14
 - c. Garbage Collector Permit Process and Fee
- 10.1 Submit a Request for Proposals to Area Haulers for Curbside Service
11. Resolution 2025-24 Partial Funding for Fire Department Brush Truck-Purchase by Red Oak Volunteer Fire
12. Resolution 2025-25 On-Street Handicap Parking Locations
13. Resolution 2025-26 Approved Depository Institutions
14. Resolution 2025-27 Purchase of a Cemetery Dump Truck
15. Resolution 2025-28 Credit Card Fees Assigned to Customers
16. Fiscal Year 2025 Year End Discussion and Fiscal Year 2026 Budget Discussion
 - a. Water and Sewer, Library, Park and Pool

17. Upcoming City Council Meetings: Special Council Meeting March 31, Regular Meetings April 7 and 21
18. Report/Comments
 - a. Department Heads-Kevin McGrew Airport
 - b. City Administrator
 - c. Mayor
 - d. City Council
19. Adjourn into Closed Session Pursuant to Iowa Code 21.5 (1)(i) To evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session. -City Administrator Lisa Kotter Six-Month Review
20. Reconvene into Open Session
21. Resolution 2025-29 City Administrator Six-Month Review and Wage Adjustment
22. Discuss items for upcoming agenda
23. Adjournment

**** Items 5, 8-15, 19-21 are all potential action items.**

City of Red Oak is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/88022876480?pwd=ocwSpbtFlb4noitCYkQBqbgwInWNbv.1>

Meeting ID: 880 2287 6480

Passcode: 797816

(646) 931-3860

REGULAR MEETING OF THE RED OAK CITY COUNCIL
March 3, 2025

Mayor Shawna Silvius called the regular meeting of the Red Oak City Council to order on March 3, 2025, 5:30 p.m. at the Red Oak Fire Station.

Pledge of allegiance- recited.

Invocation - Pastor Ricky Rohrig of the Crossroads Community Church.

Roll Call: Present: Councilpersons Sharon Bradley, Brian Bills (virtual), Tim Fridolph, John Haidsiak, Adam Hietbrink

City Staff Present: Lisa Kotter (City Administrator), Ashley Wilson (City Clerk), Chris Baird (Street Superintendent), Police Chief Justin Rhamy, Fire Chief John Bruce

Motion Bradley, second Fridolph to approve the Agenda March 3, 2025. Roll call, all ayes, motion carried.

Proclamations/ Special Notices: none.

Public Comments (3-minute speaking limit): Bo Harris, Anne Stewart, Ron King gave comments on Municipal Garbage Pickup.

Motion Bills, second Hietbrink to approve the Consent Agenda: City Council Minutes 2-18-25 and 2-24-25, receipt of Airport Commission Minutes 2-27-25. Roll call, all ayes, motion carried.

Motion Bills, second Bradley to approve March 3, 2025, City claims (\$30,958.03), Roll call, all ayes, motion carried.

Motion Bradley, second Fridolph to approve March 3, 2025 Additional City claims (\$42,555.42). Roll call, 4 ayes ,1 abstain (Bills), motion carried.

Motion Bradley, second Bills to approve Ordinance 2025-02 First Reading Solid Waste Chapter with a review of fees and progress in one year, fees will be determined before the Final Reading, but the current code reads \$4 per month. Roll call, all ayes, motion carried.

Motion Bills, second Fridolph to approve Resolution 2025-18 Approval to Purchase Two Lawnmowers from Agrivision Equipment for Cemetery and Park in the amount of \$26,000. Roll call, all ayes, motion carried.

Motion Fridolph, second Hietbrink to approve Resolution 2025-19 Approval to Submit Demolition Program Grant Applications to SWIPCO for City Owned Lots at 818 E. Nuckols, 911 North 2nd Street & 205 4th Avenue. Roll call, all ayes, motion carried.

Motion Fridolph, second Hietbrink to approve the City Staff to Release Public Nuisance Property Locations on the city website. Roll call, all ayes, motion carried.

The Council reviewed City Administrator 6 Month Review Process. Council agreed to Tabulation of Input Results by Committee including Mayor , Mayor Pro Tem (Fridolph) and At Large Council Member (Bradley). Evaluations forms due 8:30 a.m. Monday March 10.

Motion Bills, second Bradley to approve Resolution 2025-20 Wage Adjustments for Achievement Water and Wastewater Grade Level Certifications. Roll call, all ayes, motion carried.

Motion Bills, second Bradley to approve Resolution 2025-21 Wage Adjustment for Arron LeRette and Shane Harrison. Roll call, all ayes, motion carried.

The Council provided feedback on City Council Packet Deadline. Direction provided to Kotter to continue sending Council Packet when completed in lieu of deadline. Council agrees to reach out to Kotter with questions on agenda items prior to Council Meetings.

Police Chief Justin Rhamy discussed with Council Fiscal Year 2026 Budget, including fuel and vehicle maintenance costs and department salaries.

Fire Chief John Bruce discussed with Council Fiscal Year 2026 Budget including union contract updates and costs of providing services to surrounding communities.

Administration Report: Conversion to new software program Civic Systems begins ahead of schedule in March, reminder of upcoming budget discussion meetings March 10, March 17, March 31.

The Mayor provided the Council with a review of events attended/ upcoming events such as Youth Council meetings, meetings with Administrator Kotter on flood plain and revitalization of flood plain areas, 2025 Local Leaders Day at the Capitol Tuesday, March 5.

City Council Reports/Comments:

Bradley: Attended Garbage Q & A meeting

Bills: Attended Garbage Q & A meeting, County Board of Supervisors meeting

Fridolph: Attended Garbage Q & A meeting, YMCA Board meeting

Haidsiak: Agenda correction: Ron Tilton

Hietbrink: Attended Garbage Q & A meeting

Discussion items for upcoming agenda: reminder of upcoming Council Meeting dates: March 10, March 17 and March 31.

The Mayor adjourned the meeting at 8:08 p.m. as all agenda items were covered.

Shawna L. Silvius, Mayor

ATTEST:

Ashley A. Wilson, City Clerk

SPECIAL MEETING OF THE RED OAK CITY COUNCIL
March 10, 2025

Mayor Shawna Silvius called this special meeting of the Red Oak City Council to order on March 10, 2025, 5:30 p.m. at the Red Oak Fire Station.

Roll Call: Present: Councilpersons Sharon Bradley, Brian Bills (virtual), Tim Fridolph, John Haidsiak, Adam Hietbrink (arrival 6:15 pm)

City Staff Present: Lisa Kotter (City Administrator), Ashley Wilson (City Clerk), Chris Baird (Street Superintendent), Brad Baker (Cemetery Superintendent), Kevin McGrew (Airport Manager)

Brad Baker discussed with Council Fiscal Year 2026 Budget including staff salaries, updated kiosk and website, cost of grounds upkeep.

Chris Baird discussed with Council Fiscal Year 2026 Budget, including tree maintenance, vehicle expenses, costs of bridge structure inspections.

Kevin McGrew discussed with Council Fiscal Year 2026 Budget including anticipated revenue from hangar rentals, fuel sales, rented land and costs for new hangar project including possibility of Federal funding.

Motion Fridolph, second Bradley to approve Resolution 2025-22 Approval of Teamsters Police Union Local 238 Contract July 1, 2025-June 30, 2028. Roll call, 4 ayes, 1 abstain due to arrival time (Hietbrink), motion carried.

Motion Fridolph, second Haidsiak to approve Resolution 2025-23 Approval of Red Oak Professional Firefighters Association Local 3076 Contract July 1, 2025-June 30, 2028. Roll call, all ayes, motion carried.

The Mayor adjourned the meeting at 6:32 p.m. as all agenda items were covered.

Shawna L. Silvius, Mayor

ATTEST:

Ashley A. Wilson, City Clerk



State of Iowa

Alcoholic Beverages Division

Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
IOWA 86 LLC	SAM FOOD MART	(319) 229-4300		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
411 North 3rd Street		Red Oak	Montgomery	51566
MAILING ADDRESS	CITY	STATE	ZIP	
70 Kirkwood Court Southwest	Cedar Rapids	Iowa	52404	

Contact Person

NAME	PHONE	EMAIL
RASHAD KHAN	(319) 229-4300	uptown786@hotmail.com

License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
	Class E Retail Alcohol License	12 Month	Submitted to Local Authority

TENTATIVE EFFECTIVE DATE	TENTATIVE EXPIRATION DATE	LAST DAY OF BUSINESS
Mar 5, 2025	Mar 4, 2026	

SUB-PERMITS

Class E Retail Alcohol License

PRIVILEGES



Status of Business

BUSINESS TYPE

Limited Liability Company

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Rashad Khan	Omaha	Nebraska	68022	OWNER	100.00	Yes

Insurance Company Information

INSURANCE COMPANY

POLICY EFFECTIVE DATE

POLICY EXPIRATION DATE

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE DATE

OUTDOOR SERVICE EXPIRATION DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE DATE

TEMP TRANSFER EXPIRATION DATE



State of Iowa

Alcoholic Beverages Division

Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
FAMILY DOLLAR STORES OF IOWA, LLC	FAMILY DOLLAR 33277	(757) 321-5000		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
1205 North Broadway Street		Red Oak	Montgomery	51566
MAILING ADDRESS	CITY	STATE	ZIP	
500 Volvo ParkwayGreenbrier East	Chesapeake	Virginia	23320	

Contact Person

NAME	PHONE	EMAIL
FAMILY DOLLAR STORES OF IOWA, LLC	(757) 321-5000	ab-licensing@dollartree.com

License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
LG0000940	Class B Retail Alcohol License	12 Month	Submitted to Local Authority
TENTATIVE EFFECTIVE DATE	TENTATIVE EXPIRATION DATE	LAST DAY OF BUSINESS	
Sep 26, 2024	Sep 25, 2025		

SUB-PERMITS

Class B Retail Alcohol License



PRIVILEGES

Status of Business

BUSINESS TYPE

Limited Liability Company

Ownership

No Ownership information found

Insurance Company Information

INSURANCE COMPANY

POLICY EFFECTIVE DATE

POLICY EXPIRATION DATE

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE DATE

OUTDOOR SERVICE EXPIRATION DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE DATE

TEMP TRANSFER EXPIRATION DATE



< CITY OF RED OAK

Retail Tobacco License Review

CITY OF RED OAK

1308372804



Application Information

Legal Ownership Information

Name of sole proprietor, partnership, corporation, LLC, or LLP	: IOWA 86 LLC
Type of ownership	: Limited Liability Company
Primary office address	: 70 KIRKWOOD CT SW CEDAR RAPIDS IA 52404-8200
Legal Ownership Phone	: 319-229-4300
Legal Ownership Email	: uptown786@hotmail.com

Application Information

Sales and Use Permit Number	: 305901828
Location Name	: SAM FOOD MART
Location Phone Number	: 319-229-4300
Location Address	: 411 N 3RD ST RED OAK IA 51566-2232
Location Mailing Address	: 70 KIRKWOOD CT SW CEDAR RAPIDS IA 52404-8200
Renewal	: No

Start Date : 01-Mar-2025

End Date : 30-Jun-2025

License Fee : 37.50

Types of Sales : Over the Counter

Type of Establishment : Liquor store

Types of Products Sold : Cigarettes, Tobacco, Vapor Products, Alternative Nicotine Products

Do you intend to make retail sales to ultimate consumers? : Yes

Do you have other permits issued under Iowa Code chapter 453A at this retail location? If yes, provide permit number(s) in the next step: : No

Corporate Officers

Title	Name	Address
PRESIDENT	KHAN, RASHAD	70 KIRKWOOD CT SW CEDAR RAPIDS IA 52404-8200

Suppliers List

COREMARK

Decision

Select the decision of whether you approve or deny this permit application.

Iowa Department of Revenue will be issuing a permit number if this application is approved. However, the local authority has the option to also issue a permit number. If the local authority decides to issue a local permit number, it can be entered in the "Local Permit Number" field. Otherwise, only the state-issued permit number will appear on the permit.

Select a Decision *

Approve	Deny
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< CITY OF RED OAK

Device Retailer License Review

CITY OF RED OAK

1308372804



Application Information

Legal Ownership Information

Name of sole proprietor, partnership, : IOWA 86 LLC
corporation, LLC, or LLP

Type of ownership : Limited Liability Company

Primary office address : 70 KIRKWOOD CT SW CEDAR RAPIDS IA 52404-
8200

Legal Ownership Phone : 319-229-4300

Legal Ownership Email : uptown786@hotmail.com

Application Information

Sales Permit Number: : 305901828

Location Name : SAM FOOD MART

Location Phone Number : 319-229-4300

Location Address : 411 N 3RD ST RED OAK IA 51566-2232

Location Mailing Address : 70 KIRKWOOD CT SW CEDAR RAPIDS IA 52404-
8200

Renewal : No

Start Date : 05-Mar-2025

End Date : 30-Jun-2025

License Fee : 1,500.00

Types of Sales : Over the Counter

Type of Establishment : Liquor store

Does this retail location ensure that : Yes
no person younger than 21 years of
age is present or permitted to enter
at any time?

Corporate Officers

Title	Name	Address
Authorized Individual	KHAN, RASHAD	70 KIRKWOOD CT SW CEDAR RAPIDS IA 52404-8200

Decision

Select the decision of whether you approve or deny this permit application.

Iowa Department of Revenue will be issuing a permit number if this application is approved. However, the local authority has the option to also issue a permit number. If the local authority decides to issue a local permit number, it can be entered in the "Local Permit Number" field. Otherwise, only the state-issued permit number will appear on the permit.

Does this retailer hold a valid retail tobacco permit at this location? *

Yes	No
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Select a Decision *

Approve	Deny
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Cancel

Save Draft

< **Previous**

Next >

Your online session will timeout after 30 minutes of inactivity. All unsaved information will be lost.

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ

				FIRST INTERSTATE BANK 3 ACCO UNLIMITED CORP.			
0250751-IN	1	3/17/25	3/17/25	LIQUID CHLORINATING SOLUTION	1,506.80	600 600-810-6501	1
				INVOICE TOTAL	1,506.80		
				VENDOR TOTAL	1,506.80		
2785 ARMOR EQUIPMENT							
5024	1	3/17/25	3/17/25	CAMERA SYSTEM FOR WWTP	42,250.00	610 610-815-6182	1
				INVOICE TOTAL	42,250.00		
				VENDOR TOTAL	42,250.00		
2183 BADGER METER							
80187200	1	3/17/25	3/17/25	FEBRUARY 2025 CHARGES	599.40	600 600-810-6495	1
				INVOICE TOTAL	599.40		
				VENDOR TOTAL	599.40		
10 BATTEN SANITATION SERVICE, INC							
31725CH	1	3/17/25	3/17/25	SANITATION	40.00	001 001-620-6310	1
				INVOICE TOTAL	40.00		
31725FD	1	3/17/25	3/17/25	SANITATION	80.00	001 001-150-6310	1
				INVOICE TOTAL	80.00		
31725RECYCLE	1	3/17/25	3/17/25	RECYCLING	5,750.00	670 670-840-6490	1
				INVOICE TOTAL	5,750.00		
31725WWTP	1	3/17/25	3/17/25	SANITATION	195.00	610 610-815-6495	1
				INVOICE TOTAL	195.00		
				VENDOR TOTAL	6,065.00		
349 BP							
31725PD	1	3/17/25	3/17/25	FUEL	1,788.59	001 001-110-6333 E-PAYMNT 1199310 3/18/25	1
				INVOICE TOTAL	1,788.59		
				VENDOR TOTAL	1,788.59		
2786 CADELL KALHORN							
31725	1	3/17/25	3/17/25	WATER REFUND	183.83	6011 600-810-6430	1
				INVOICE TOTAL	183.83		
				VENDOR TOTAL	183.83		
2776 CASS HEALTH							
31725A	1	3/17/25	3/17/25	CPR CERTIFICATIONS	220.00	121 121-199-6230	1
				INVOICE TOTAL	220.00		
31725B	1	3/17/25	3/17/25	CPR CERTIFICATIONS	20.00	121 121-199-6231	1
				INVOICE TOTAL	20.00		

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
					VENDOR TOTAL		240.00	
20256MAR	1	3/17/25	3/17/25	351 MONTGOMERY CO. COURT OF HONOR US FLAG	45.00	001	001-150-6310	1
					INVOICE TOTAL		45.00	
					VENDOR TOTAL		45.00	
31725	1	3/17/25	3/17/25	814 DELTA DENTAL OF IOWA DENTAL INSURANCE	2,333.78	112	112-199-6150	1
	2			DENTAL INSURANCE	447.02	112	E-PAYMNT 1199311 3/03/25 112-299-6150	1
	3			DENTAL INSURANCE	431.44	112	E-PAYMNT 1199311 3/03/25 112-499-6150	1
	4			DENTAL INSURANCE	84.04	112	E-PAYMNT 1199311 3/03/25 112-699-6150	1
	5			DENTAL INSURANCE	358.94	600	E-PAYMNT 1199311 3/03/25 600-810-6150	1
	6			DENTAL INSURANCE	557.24	610	E-PAYMNT 1199311 3/03/25 610-815-6150	1
	7			VISION INSURANCE	294.96	112	E-PAYMNT 1199311 3/03/25 112-199-6150	1
	8			VISION INSURANCE	42.41	112	E-PAYMNT 1199311 3/03/25 112-299-6150	1
	9			VISION INSURANCE	75.38	112	E-PAYMNT 1199311 3/03/25 112-499-6150	1
	10			VISION INSURANCE	15.35	112	E-PAYMNT 1199311 3/03/25 112-699-6150	1
	11			VISION INSURANCE	71.95	600	E-PAYMNT 1199311 3/03/25 600-810-6150	1
	12			VISION INSURANCE	83.65	610	E-PAYMNT 1199311 3/03/25 610-815-6150	1
					INVOICE TOTAL		4,796.16	
					VENDOR TOTAL		4,796.16	
2	1	3/17/25	3/17/25	2761 ELIZABETH BONZ YEAR END FINANCIAL REPORTING	291.78	110	110-210-6401	1
	2			YEAR END FINANCIAL REPORTING	291.79	001	001-620-6401	1
	3			YEAR END FINANCIAL REPORTING	291.79	600	600-810-6401	1
	4			YEAR END FINANCIAL REPORTING	291.79	610	610-815-6401	1
					INVOICE TOTAL		1,167.15	
					VENDOR TOTAL		1,167.15	
31725A	1	3/17/25	3/17/25	1883 GATEWAY MONTHLY FEES	37.25	600	600-810-6419	1
	2			MONTHLY FEES	37.25	610	E-PAYMNT 1199308 3/04/25 610-815-6419	1
					INVOICE TOTAL		74.50	
31725B	1	3/17/25	3/17/25	MONTHLY FEES	12.50	600	600-810-6419	1

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
	2			MONTHLY FEES	12.50	610 E-PAYMNT 1199309 3/04/25 610-815-6419	1
				INVOICE TOTAL	25.00	E-PAYMNT 1199309 3/04/25	
				VENDOR TOTAL	99.50		
31725A	1	3/17/25	3/17/25	1800 GLOBAL PAYMENTS CARD CHARGES	595.40	600 600-810-6422	1
	2			CARD CHARGES	595.39	610 E-PAYMNT 1199312 3/03/25 610-815-6422	1
				INVOICE TOTAL	1,190.79	E-PAYMNT 1199312 3/03/25	
31725B	1	3/17/25	3/17/25	CARD CHARGES	122.50	600 600-810-6422	1
	2			CARD CHARGES	122.50	610 E-PAYMNT 1199313 3/03/25 610-815-6422	1
				INVOICE TOTAL	245.00	E-PAYMNT 1199313 3/03/25	
				VENDOR TOTAL	1,435.79		
104564	1	3/17/25	3/17/25	747 HENNINGSEN CONSTRUCTION BUILDING REPAIRS FROM TORNADO	14,620.12	407 407-750-6310	1
				INVOICE TOTAL	14,620.12		
				VENDOR TOTAL	14,620.12		
31725WWTP	1	3/17/25	3/17/25	50 HY-VEE FOOD STORE WATER	89.40	610 610-815-6491	1
				INVOICE TOTAL	89.40		
				VENDOR TOTAL	89.40		
269613	1	3/17/25	3/17/25	366 IOWA ONE CALL IOWA ONE CALL	22.30	600 600-810-6492	1
	2			IOWA ONE CALL	22.30	610 610-815-6492	1
				INVOICE TOTAL	44.60		
				VENDOR TOTAL	44.60		
01555791	1	3/17/25	3/17/25	1893 ITSAVVY LLC MS 365	1,824.00	121 121-199-6505	1
				INVOICE TOTAL	1,824.00		
				VENDOR TOTAL	1,824.00		
6177-280002	1	3/17/25	3/17/25	33 JOHNSON AUTO PARTS SPOUT, WRENCH, OIL	176.55	600 600-810-6331	1
				INVOICE TOTAL	176.55		
6177-295683	1	3/17/25	3/17/25	HHC & HOSE	84.06	600 600-810-6331	1
				INVOICE TOTAL	84.06		

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
VENDOR TOTAL					260.61		
INVLEX11249775	1	3/17/25	3/17/25	2787 LEXIPOL, LLC FULL IMPLEMENTATION	15,151.50	121 121-199-6505	1
INVOICE TOTAL					15,151.50		
INVLEX11249776	1	3/17/25	3/17/25	POLICEONE MANUAL & TRAINING	7,706.70	121 121-199-6230	1
INVOICE TOTAL					7,706.70		
INVLEX11249786	1	3/17/25	3/17/25	FIRE PLATFORM & PROCEDURES	7,785.90	121 121-199-6231	1
INVOICE TOTAL					7,785.90		
VENDOR TOTAL					30,644.10		
31725A	1	3/17/25	3/17/25	2722 LISA KOTTER PLANTERS	159.48	001 001-620-6507	1
INVOICE TOTAL					159.48		
31725B	1	3/17/25	3/17/25	MILEAGE	62.50	001 001-620-6240	1
	2			MILEAGE	62.50	110 110-210-6230	1
	3			MILEAGE	62.50	600 600-810-6230	1
	4			MILEAGE	62.50	610 610-815-6230	1
	5			PHONE	18.75	001 001-620-6373	1
	6			PHONE	18.75	110 110-210-6373	1
	7			PHONE	18.75	600 600-810-6373	1
	8			PHONE	18.75	610 610-815-6373	1
INVOICE TOTAL					325.00		
VENDOR TOTAL					484.48		
P14790	1	3/17/25	3/17/25	2245 MACQUEEN EQUIPMENT OVERHAUL KIT	471.17	610 610-815-6353	1
INVOICE TOTAL					471.17		
W04158	1	3/17/25	3/17/25	VACTOR	32,198.62	610 610-815-6355	1
INVOICE TOTAL					32,198.62		
W05160B	1	3/17/25	3/17/25	EQUIPMENT REPAIR	977.59	110 110-210-6331	1
INVOICE TOTAL					977.59		
VENDOR TOTAL					33,647.38		
31725CEM	1	3/17/25	3/17/25	543 MEDIACOM SERVICES	114.99	001 001-450-6506 E-PAYMNT 1199317 3/18/25	1
INVOICE TOTAL					114.99		
31725HIGHLAND	1	3/17/25	3/17/25	SERVICES	169.95	600 600-810-6505 E-PAYMNT 1199314 3/18/25	1
INVOICE TOTAL					169.95		
31725SQUARE	1	3/17/25	3/17/25	SERVICES	169.95	600 600-810-6505 E-PAYMNT 1199318 3/18/25	1
INVOICE TOTAL					169.95		

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ	
31725WWTP	1	3/17/25	3/17/25	SERVICES	41.90	610	610-815-6373 E-PAYMNT 1199319 3/18/25	1	
				INVOICE TOTAL	41.90				
31825KELLYPARK	1	3/17/25	3/17/25	SERVICES	169.95	600	600-810-6505 E-PAYMNT 1199315 3/18/25	1	
				INVOICE TOTAL	169.95				
318825TOWERSUMMIT	1	3/17/25	3/17/25	SERVICES	236.90	600	600-810-6373 E-PAYMNT 1199316 3/18/25	1	
				INVOICE TOTAL	236.90				
				VENDOR TOTAL	903.64				
				2090 METERING & TECHNOLOGY SOLUTION					
INV7412	1	3/17/25	3/17/25	WIRES & BRACKETS	9,038.94	600	600-810-6505	1	
				INVOICE TOTAL	9,038.94				
INV7485	1	3/17/25	3/17/25	METERS, BRACKETS, FLANGES	7,301.24	600	600-810-6505	1	
				INVOICE TOTAL	7,301.24				
				VENDOR TOTAL	16,340.18				
				2681 MICHAEL PASTORE					
31725A	1	3/17/25	3/17/25	MONITOR	199.89	001	001-110-6310	1	
				INVOICE TOTAL	199.89				
31725B	1	3/17/25	3/17/25	MONITOR	31.44	001	001-110-6310	1	
				INVOICE TOTAL	31.44				
				VENDOR TOTAL	231.33				
				2658 MICROBAC LABORATORIES INC					
NT2501563	1	3/17/25	3/17/25	TESTING	719.00	610	610-815-6491	1	
				INVOICE TOTAL	719.00				
WL2500587	1	3/17/25	3/17/25	TESTING	124.75	600	600-810-6491	1	
				INVOICE TOTAL	124.75				
				VENDOR TOTAL	843.75				
				120 MONTGOMERY COUNTY HOSPITAL					
31725FD	1	3/17/25	3/17/25	AMBULANCE SUPPLIES	170.00	001	001-150-6522	1	
				INVOICE TOTAL	170.00				
31725PD	1	3/17/25	3/17/25	BLOOD DRAW FOR OWI-PURSUIT DAMAGED VEHICLES	10.50	001	001-110-6411	1	
				INVOICE TOTAL	10.50				
				VENDOR TOTAL	180.50				
				2187 MORGAN WHITE GROUP					
31725	1	3/17/25	3/17/25	MARCH 25 HEALTH SUPPLEMENT	5,417.40	112	112-199-6150 E-PAYMNT 1199320 3/04/25	1	

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ	
	2			MARCH 25 HEALTH SUPPLEMENT	1,490.36	112	112-299-6150	1	
	3			MARCH 25 HEALTH SUPPLEMENT	1,213.22	112	E-PAYMNT 1199320 3/04/25 112-499-6150	1	
	4			MARCH 25 HEALTH SUPPLEMENT	266.02	112	E-PAYMNT 1199320 3/04/25 112-699-6150	1	
	5			MARCH 25 HEALTH SUPPLEMENT	1,763.28	600	E-PAYMNT 1199320 3/04/25 600-810-6150	1	
	6			MARCH 25 HEALTH SUPPLEMENT	679.82	610	E-PAYMNT 1199320 3/04/25 610-815-6150	1	
				INVOICE TOTAL	10,830.10		E-PAYMNT 1199320 3/04/25		
				VENDOR TOTAL	10,830.10				
				2531 ODP BUSINESS SOLUTIONS					
411940906001	1	3/17/25	3/17/25	PAPER	41.57	001	001-620-6506	1	
	2			PAPER	41.57	600	600-810-6506	1	
	3			PAPER	41.57	610	610-815-6506	1	
	4			PAPER	41.57	110	110-210-6506	1	
				INVOICE TOTAL	166.28				
				VENDOR TOTAL	166.28				
				100 POSTMASTER					
31725	1	3/17/25	3/17/25	POST OFFICE BOX FEE	133.00	600	600-810-6508	1	
	2			POST OFFICE BOX FEE	133.00	610	610-815-6508	1	
				INVOICE TOTAL	266.00				
				VENDOR TOTAL	266.00				
				561 REGION IV-IA WATER ENVIROMENT					
31725	1	3/17/25	3/17/25	TRAINING	160.00	610	610-815-6230	1	
				INVOICE TOTAL	160.00				
				VENDOR TOTAL	160.00				
				90 RED OAK PUBLICATION LLC					
31725	1	3/17/25	3/17/25	LEGAL PUBLICATIONS	374.46	001	001-620-6402	1	
				INVOICE TOTAL	374.46				
				VENDOR TOTAL	374.46				
				904 RED OAK HARDWARE HANK					
218541	1	3/17/25	3/17/25	INK CARTRIDGE	68.39	600	600-810-6506	1	
				INVOICE TOTAL	68.39				
				VENDOR TOTAL	68.39				
				614 ROGERS PLUMBING & HEATING CORP					
39153	1	3/17/25	3/17/25	WWTP WATER LEAK REPAIR	269.01	610	610-815-6310	1	
				INVOICE TOTAL	269.01				
				VENDOR TOTAL	269.01				

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL ACCOUNT	CK SQ
917557	1	3/17/25	3/17/25	2107 SECURITY EQUIPMENT INC ACCESS CONTROL LOCKS	3,883.50	001	001-150-6516	1
				INVOICE TOTAL	3,883.50			
				VENDOR TOTAL	3,883.50			
31725SUNLIFE	1	3/17/25	3/17/25	189 SUN LIFE LIFE INSURANCE	172.89	112	112-199-6151 E-PAYMNT 1199321 3/04/25	1
	2			LIFE INSURANCE	47.33	112	112-299-6151 E-PAYMNT 1199321 3/04/25	1
	3			LIFE INSURANCE	54.21	112	112-499-6151 E-PAYMNT 1199321 3/04/25	1
	4			LIFE INSURANCE	7.53	112	112-699-6151 E-PAYMNT 1199321 3/04/25	1
	5			LIFE INSURANCE	37.63	600	600-810-6151 E-PAYMNT 1199321 3/04/25	1
	6			LIFE INSURANCE	31.91	610	610-815-6151 E-PAYMNT 1199321 3/04/25	1
				INVOICE TOTAL	351.50			
				VENDOR TOTAL	351.50			
8105	1	3/17/25	3/17/25	1268 SW IA TIRE & SERVICE LLC TIRE REPLACEMENT	1,366.00	001	001-150-6331	1
				INVOICE TOTAL	1,366.00			
8113	1	3/17/25	3/17/25	TIRE LABOR	20.00	001	001-150-6331	1
				INVOICE TOTAL	20.00			
				VENDOR TOTAL	1,386.00			
31725A	1	3/17/25	3/17/25	2048 TSYS MONTHLY FEES	1,989.60	600	600-810-6422 E-PAYMNT 1199322 3/10/25	1
	2			MONTHLY FEES	1,989.59	610	610-815-6422 E-PAYMNT 1199322 3/10/25	1
				INVOICE TOTAL	3,979.19			
31725B	1	3/17/25	3/17/25	MONTHLY FEES	105.95	600	600-810-6422 E-PAYMNT 1199323 3/10/25	1
	2			MONTHLY FEES	105.95	610	610-815-6422 E-PAYMNT 1199323 3/10/25	1
				INVOICE TOTAL	211.90			
				VENDOR TOTAL	4,191.09			
INV00559638	1	3/17/25	3/17/25	256 USA BLUEBOOK LAB SUPPLIES	457.18	610	610-815-6510	1
				INVOICE TOTAL	457.18			
INV00638876	1	3/17/25	3/17/25	LAB SUPPLIES	1,046.10	600	600-810-6352	1
				INVOICE TOTAL	1,046.10			

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
INV00649430	1	3/17/25	3/17/25	LAB SUPPLIES	382.92	610	610-815-6510	1
				INVOICE TOTAL	382.92			
				VENDOR TOTAL	1,886.20			
				1923 VERIZON				
31725	1	3/17/25	3/17/25	CELL PHONE SERVICE	51.74-	001	001-110-6373	1
	2			CELL PHONE SERVICE	72.10	001	001-150-6373	1
	3			CELL PHONE SERVICE	49.42	001	001-450-6373	1
	4			CELL PHONE SERVICE	145.58-	001	001-190-6373	1
	5			CELL PHONE SERVICE	49.42	110	110-210-6373	1
	6			CELL PHONE SERVICE	139.34	600	600-810-6373	1
	7			CELL PHONE SERVICE	49.42	001	001-620-6373	1
	8			CELL PHONE SERVICE	49.42	610	610-815-6373	1
	9			CELL PHONE SERVICE	49.42	001	001-280-6373	1
				INVOICE TOTAL	261.22			
				VENDOR TOTAL	261.22			
				813 WELLMARK BC/BS OF IOWA				
31725WELLMARK	1	3/17/25	3/17/25	HEALTH INSURANCE	30,396.94	112	112-199-6150	1
							E-PAYMNT 1199324 3/01/25	
	2			HEALTH INSURANCE	8,114.12	112	112-299-6150	1
							E-PAYMNT 1199324 3/01/25	
	3			HEALTH INSURANCE	6,529.75	112	112-499-6150	1
							E-PAYMNT 1199324 3/01/25	
	4			HEALTH INSURANCE	1,467.82	112	112-699-6150	1
							E-PAYMNT 1199324 3/01/25	
	5			HEALTH INSURANCE	9,746.39	600	600-810-6150	1
							E-PAYMNT 1199324 3/01/25	
	6			HEALTH INSURANCE	3,771.00	610	610-815-6150	1
							E-PAYMNT 1199324 3/01/25	
				INVOICE TOTAL	60,026.02			
				VENDOR TOTAL	60,026.02			
				1867 WESTLAKE ACE HARDWARE				
10551856	1	3/17/25	3/17/25	ICE MELT	39.98	610	610-815-6510	1
				INVOICE TOTAL	39.98			
				VENDOR TOTAL	39.98			
				FIRST INTERSTATE BANK TOTAL	244,451.06			
				TOTAL MANUAL CHECKS	.00			
				TOTAL E-PAYMENTS	84,422.39			
				TOTAL PURCH CARDS	.00			
				TOTAL ACH PAYMENTS	.00			
				TOTAL OPEN PAYMENTS	160,028.67			
				GRAND TOTALS	244,451.06			

City of Red Oak Warrants
February 2025

ACCO UNLIMITED	LIQUID CHLORINATING SOLUTION	\$1,554.74
BARR TIRE AUTO SERVICE CE	2021 FORD TIRES	\$774.43
BATTEN SANITATION	SANITATION	\$6,292.00
JOHNSON AUTO PARTS	OIL,TOWELS,BELT	\$344.86
FAREWAY STORES	SUPPLIES	\$30.93
HYVEE FOOD STORE	SUPPLIES	\$89.11
IA WORKFORCE DEVELOPMENT	UNEMPLOYMENT	\$1,745.00
RO EXPRESS	LEGAL PUBLICATIONS	\$559.11
POSTMASTER	POSTAGE	\$1,045.74
BAKER & TAYLOR LLC	BOOKS	\$1,123.23
DEMCO INC	BOOK PROCESSING SUPPLIES	\$188.06
MONT CO HOSPITAL	AMBULANCE SUPPLIES	\$607.48
MONT CO EXTENSION	TURF PEST CONTROL TRAINING	\$90.00
TREASURER - STATE OF IOWA	STATE TAXES	\$6,958.35
RO SENIOR CITIZENS	SERVICES	\$300.00
IPERS	IPERS	\$37,014.48
PCC	CLAIMS BILLING	\$2,997.16
MIDAMERICAN ENERGY CO	ELECTRICITY	\$23,806.05
SUN LIFE	LIFE INSURANCE	\$359.46
DES MOINES REGISTER	2 MONTHS SERVICE	\$27.93
USA BLUEBOOK	LAB SUPPLIES	\$1,165.43
COUNSEL	COPIES	\$321.27
OREILLY AUTOMOTIVE INC	GREASE FOR NORTH WELL #2	\$8.49
MONT CO SHERIFF	JANUARY CREXENDO BILL	\$302.62
RO CHRYSLER INC	2019 DODGE DURANGO	\$2,210.47
IA DEPT OF PUBLIC SAFETY	FY25 QTR JAN-MAR IA SYSTEM	\$300.00
MONT CO FAMILY YMCA	YMCA MEMBERSHIP	\$163.92
BP	FUEL	\$3,492.76
IOWA ONE CALL	IOWA ONE CALL	\$110.30
RANDYS BODY SHOP	AIR & FUEL FILTERS	\$823.69
UPS	SHIPPING	\$155.61
MATT PARROTT & SONS	UTILITY BILLS	\$2,260.00
GREEN TREE COMPANY	TREE REMOVALS	\$6,000.00
PRECISION DIESEL	#114 CP4 TO DCR CONVERSION	\$24,629.24
GREAT WESTERN BANK	FED/FICA TAX	\$60,356.21
MEDIACOM	SERVICES	\$1,223.54
PLUMB SUPPLY	TOOLS	\$452.75
YOUNG AUTO PARTS	OIL	\$99.82
ROGERS PLUMBING & HEATING	RESIDENT WATER SVC REPAIR	\$7,750.13
DICKEL DUIT OUTDOOR POWER	CHAIN SHARPENING	\$61.55
IA RURAL WATER ASSOCIATIO	2025 MEMBERSHIP DUES	\$455.00
CHAT MOBILITY	CELL PHONE SERVICE	\$526.48
HENNINGSEN CONSTRUCTION	STORM REPAIR	\$58,480.48
WELLMARK BC/BS OF IOWA	HEALTH INSURANCE	\$60,026.02

DELTA DENTAL OF IOWA	DENTAL INSURANCE	\$4,849.32
RO DO IT CENTER	HANGAR DOOR REPAIRS	\$667.10
RO HARDWARE HANK	SPRING & INK CARTRIDGES	\$210.08
AFLAC	AFLAC(PRETAX)	\$240.84
SW IA TIRE & SERVICE LLC	TIRE REPAIR	\$58.36
MPH INDUSTRIES, INC.	NEW CAR RADAR	\$2,239.00
MONTGOMERY CO DEVELOPMENT	ECONOMIC DEVELOPMENT	\$1,250.00
CIRCLE C SIGNS	ENBROIDERY FOR SHIRT	\$11.00
STATE HYGIENIC LAB	TESTING	\$560.00
IOWA STATE UNIVERSITY	INTRO TO PLAN & ZONING CLASS	\$750.00
FIRST WIRELESS INC	BATTERIES FOR PORTABLE RADIOS	\$1,641.43
QUILL CORPORATION	PAPER TOWELS & TOILET PAPER	\$252.48
GLOBAL PAYMENTS	MONTHLY FEES	\$1,250.05
AWWA REGION IV	TRAINING	\$50.00
ELECTRIC PUMP	TRANSDUCER	\$2,627.60
WESTLAKE ACE HARDWARE	PAINTING SUPPLIES	\$1,006.46
GATEWAY	MONTHLY FEES	\$97.00
IT SAVVY	WIRELESS ROUTERS	\$3,811.17
JEO CONSULTING GROUP INC	4TH & RATLIFF DEVELOPMENT	\$2,466.25
SJE RHOMBUS	ICONTROL JAN-MARCH 2025	\$570.00
VERIZON	CELL PHONE SERVICE	\$1,672.62
NEBRASKA SNOW EQUIPMENT	STAND ASSEMBLY & LOCK PIN KIT	\$480.52
MCCLURE ENGINEERING CO	T HANGAR PROFESSIONAL SVC	\$36,180.90
TSYS	MONTHLY FEES	\$3,935.15
BRIANNA SORENSEN	JAN. RETAINER, SVCS	\$1,575.00
HALEY'S ELECTRIC LLC	NORTH RESERVOIR WORK	\$85.00
FAST LANE MOTOR PARTS LLC	VEHICLE CLEANING SUPPLIES	\$262.75
BADGER METER	JANUARY 2025 CHARGES	\$538.50
MORGAN WHITE GROUP	FEBRUARY 2025 HEALTH SUPPLEMEN	\$10,909.58
JONES MECHANICAL INC	WATER CLEANING ROOM WORK	\$1,056.00
BANK IOWA	NEW CD	\$200,000.00
MACQUEEN EQUIPMENT	EQUIPMENT REPAIR	\$1,809.32
MIDWEST DATA	FEBRUARY SERVICES	\$2,973.20
US CELLULAR	CELL PHONE USAGE	\$394.66
CREXENDO	PHONE SERVICES	\$639.70
SAVE THE DEPOT	HOTEL MOTEL GRANT	\$10,000.00
IOWA TOTAL CARE	REIMBURSEMENT	\$7.83
IA WATER MANAGEMENT CO	1/17/25 SERVICE VISIT	\$125.00
FMTC	INTERNET SERVICES	\$532.96
BOEYE TECH & DESIGN LLC	IT SERVICES	\$1,576.07
ISOLVED BENEFIT SERVICES	FLEX PLAN	\$1,600.66
US BANK EQUIPMENT FINANCE	COPIER LEASE	\$59.09
ESO SOLUTIONS INC	FEBRUARY 2025 SERVICE	\$177.33
MAINSTAY SYSTEMS OF IOWA	JAN-MARCH 25 MAINTENANCE AGRMT	\$177.00
OAK VALLEY ANIMAL HEALTH	EUTHANASIA	\$199.67
ODP BUSINESS SOLUTIONS	PAPER & PAPER TOWELS	\$204.70
HOOPLA/MIDWEST TAPE LLC	E-SERVICES	\$1,204.38

CREDIT CARD	ADOBE WRITER	\$2,265.37
QUADIENT	POSTAGE	\$602.69
NEW COOPERATIVE, INC	FUEL	\$2,911.47
MICROBAC LABORATORIES INC	TESTING	\$1,109.25
RUSSELL ELECTRIC LLC	INSTALL PUMP MOTOR	\$1,799.57
MONTG CO SHOOTING SPORTS	ANNUAL RANGE USE	\$500.00
PESKY PEST PROTECTION	JANUARY PEST SERVICE	\$95.00
LISA KOTTER	MILEAGE STIPEND	\$1,680.00
MELISSA J MACDONALD LLC	PAINTING	\$480.00
MISSION SQUARE RETIREMENT	457B	\$1,573.00
ERICKSON WATER SEPTIC	JET TRUCK WORK	\$2,200.00
BYERS LOCK SHOP	THUMB TURN CAM LOCK	\$230.95
CASS HEALTH	ROFD CPR RECERTIFICATION	\$200.00
DAVID HEEREN	REIMBURSEMENT	\$126.56
ELLIOTT VOLUNTEER FIRE	USE OF BRUSH TRUCK	\$250.00
JUDY ROLENC	REIMBURSEMENT	\$616.00
KARNA K LOEWENSTEIN	STRATEGIC PLANNING	\$3,055.42
RTS TACTICAL	SHIELDS	\$1,889.97
JANA MCCUNN	REIMBURSEMENT	\$1,260.00
TRACTOR SUPPLY CREDIT	6035 3011 0758 5406	\$71.94
DEPOSIT REFUNDS	REFUND DATE 02/27/2025	\$733.55
	CLAIMS TOTAL	\$643,920.37
	GENERAL FUND	\$234,971.96
	ROAD USE FUND	\$42,816.56
	TRUST & AGENCY FUND	\$94,349.26
	LOCAL OPTION SALES TAX FUND	\$28,383.00
	CAPITAL PROJECTS FUND	\$97,862.90
	WATER FUND	\$78,141.87
	SEWER FUND	\$57,340.28
	OTHER FUNDS	\$5,879.33

City of Red Oak IA
UB SCHEDULED DEPOSITS REFUND REPORT

ACCOUNT NO ALPHA ID	DEPOSIT DATE	PEN TIMES	DEPOSIT AMOUNT	INTEREST AMOUNT	TOTAL AMOUNT	DEPOSIT APPLIED	DEPOSIT REFUND CODE
280004 DANICK KYLE	2/01/24						
310000 JOHNSON MIKE	1/29/24		21.51	.00	21.51	21.51	Check
3550001 HEIN SHEENA	11/03/10		75.00	.00	75.00	75.00	Check
9200209 HOG HAVEN	9/05/23		50.00	.00	50.00	50.00	Check
11580004 BUDROW LUCAS	2/10/22		37.47	.00	37.47	37.47	Check
13860000 LLP DUNKS FARM PARTNERSHI	1/29/24		75.00	.00	75.00	75.00	Check
14990003 SANDS BRANDI	1/25/24		75.00	.00	75.00	75.00	Check
16680007 BOWLING MADISON	1/18/24		75.00	.00	75.00	75.00	Check
18870010 BARNETT VERRONICA	11/23/20		75.00	.00	75.00	75.00	Check
19430008 SCHMEADKE JILL	5/24/21		41.38	.00	41.38	41.38	Check
21030101 BERRY KEVIN & RACHEL	1/31/24		25.97	.00	25.97	25.97	Check
25110011 WETTERLIND RYAN	5/10/24		75.00	.00	75.00	75.00	Check
25720009 MOZINGO BRADEN & WILL	1/25/24		36.38	.00	36.38	36.38	Check
			75.00	.00	75.00	75.00	Check
REPORT TOTAL			737.71	.00	737.71	737.71	
WATER			737.71	.00	737.71	737.71	

Memorandum

March 17, 2025 Agenda

Agenda Items #10 and 10.1 Solid Waste Ordinance

After the suggestion at the February 18 and 19 meetings about City-wide clean up, we discussed the idea of implementing a fee on the water bills for these costs. At the last meeting the Council approved the first of three readings of the code change that has three main new ideas. They are licensing the haulers, charging \$4 per month on each residential water meter for city-wide clean-up costs and to lower the number of days to accumulate trash to 14, from 30. In late February, I met a number of times with Attorney Sorenson, and she has reconstructed the entire chapter. Below is more explanation for the three main changes.

1. We lowered the number of days that trash can accumulate on a property from 30 days to a requirement that trash may not accumulate for more than 14 days. It requires that people either hire a hauler to pick it up weekly or remove it themselves.
2. It also requires that any company providing the service of solid waste removal must be permitted by the City to do so. This will ensure that we know who the companies are that operate in town. We will also be able to get the data we need from them as we continue to monitor trash removal in the community. The new chapter outlines the annual application process to obtain a permit and the fee. There is no limit to the number of haulers we can issue a permit to, but they must apply to operate in Red Oak under this proposal.
3. The draft ordinance would charge \$4 per month on all residential properties within the City limits. This will yield approximately \$115,000. The code explains that the funds must be used for City-wide clean-ups, and the other drop off sites such as yard waste. I think our best chance for community clean-up success is that at least the first time it must be curbside. We have no idea of the cost to operate one curbside clean-up but I have spoken to a hauler that conducted one for a similar size community that indicated it was \$35,000. We also had information from another area community that had the work completed by City staff and the cost was \$45,000. Since we do not know the price, we listed in the code, that it must occur at least once per year, with the hope that we could perhaps do two per year at curbside and one more drop off. We are hopeful that at \$4 we can do the two curbsides, and one drop off with the \$115,000.

I have heard concerns that this system would now encourage people to cancel regular service and hold their trash for months while waiting for the city provided curbside program. The code makes it clear that weekly service and no accumulation of more than 14 days is required. As long as we continue to enforce that provision in the code, this new service cannot replace regular disposal of trash.

The RFP agenda item is still placed on the agenda, to allow for any discussion that the Council might want to include as you continue to work on the issue of garbage in the next two meetings.

I have included the new draft ordinance 2025-02 in the packet. This would be the second of three readings.

Ordinance No. 2025-02

AN ORDINANCE REPEALING AND REPLACING CHAPTER 105 “SOLID WASTE CONTROL” OF THE CITY OF RED OAK CODE OF ORDINANCES OF 2020

The City Council of the City of Red Oak, Iowa hereby ordains as follows:

SECTION 1: Repeal Chapter 105 Solid Waste Control of City Code of Ordinances adopted December 7, 2020.

SECTION 2: Replace Chapter 105 Solid Waste Control of City Code of Ordinances adopted December 7, 2020 with the following Chapters 105, 106, and 107:

Chapter 105 SOLID WASTE

105.01 Purpose.

The purpose of this chapter pertaining to solid waste control is to provide for the sanitary storage, collection and disposal of solid waste and, thereby, to protect the citizens of the city from such hazards to their health, safety and welfare as may result from the uncontrolled disposal of solid waste.

105.02 Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Back yard burning means the disposal of residential waste by open burning on the premises of the property where such waste is generated.

Burn barrel means a container used for the purposes of burning residential waste as defined in this section, excluding garbage, plastics, tires and trade waste.

Collector means any person authorized by the city to gather garbage, refuse or solid waste from public and private places.

Compost means organic material resulting from biological decomposition of waste which can be used as a soil conditioner or soil amendment.

Construction and demolition waste means waste building materials including wood, metals and rubble which result from construction or demolition of structures. Such waste shall also include trees.

Construction and demolition waste disposal site means a sanitary landfill which accepts only construction and demolition wastes.

Contaminated sharps means all discarded sharp items derived from patient care in medical, research, or industrial facilities including glass vials containing materials defined as infectious, suture needles, hypodermic needles, scalpel blades, and Pasteur pipettes.

Discard means to place, cause to be placed, throw, deposit or drop.

Dwelling unit means a structure or the part of a structure that is used as a home, residence or sleeping place.

Executive director means the executive director of the state department of natural resources or any designee.

Garbage means all solid and semisolid, putrescible animal and vegetable waste resulting from the handling, preparing, cooking, storing, serving and consuming of food or of material intended for use as food, and all offal, excluding useful industrial by-products, and includes all such substances from all public and private establishments and from all residences.

Incinerator means equipment or facilities approved by the city for the enclosed burning of refuse having a stack adequate to maintain a draft sufficient for efficient combustion and equipped with a screen sufficiently fine to prevent ejection of particles of burning materials as acceptable to the environmental protection commission.

Landscape waste means any vegetable or plant waste except garbage. The term includes trees, tree trimmings, branches, stumps, brush, weeds, leaves, grass, shrubbery and yard trimmings.

Leachate means fluid that has percolated through solid waste and which contains contaminants consisting of dissolved or suspended materials, chemicals, or microbial waste products from the solid waste.

Litter means any garbage, rubbish, trash, refuse, waste materials or debris.

Open burning means any burning of combustible materials where the products of combustion are emitted into the open air without passing through a chimney or stack.

Open dumping means the depositing of solid waste on the surface of the ground or into a body or stream of water.

Owner means, in addition to the record titleholder, any person residing in, renting, leasing, occupying, operating or transacting business in any premises, and as between such parties the duties, responsibilities, liabilities and obligations hereinafter imposed shall be joint and several.

Radioactive materials means a solid, liquid or gaseous material that emits radiation.

Refuse means putrescible and non-putrescible waste, including, but not limited to, garbage, rubbish, ashes, incinerator residues, street cleanings, market and industrial solid waste and sewage treatment waste in dry or semisolid form.

Residential waste means any refuse generated on the premises as a result of residential activities. The term "residential waste" includes landscape waste grown on the premises or deposited thereon by the elements, but excludes garbage, tires and trade wastes.

Rubbish means non-putrescible solid waste consisting of combustible and non-combustible waste, such as ashes, paper, cardboard, tin cans, yard waste, wood, glass, bedding, crockery or litter of any kind.

Rubble means stone, brick or similar inorganic matter.

Sanitary disposal means a method of treating solid waste so that it does not produce a hazard to the public health or safety or create a nuisance.

Sanitary disposal project means all facilities and appurtenances, including all real and personal property connected with such facilities, which are acquired, purchased, constructed, reconstructed, equipped, improved, extended, maintained, or operated to facilitate the final disposition of solid waste without creating a significant hazard to the public health or safety, and which are approved by the executive director.

Solid waste means garbage, refuse, rubbish, and other similar discarded solid or semisolid materials, including, but not limited to, such materials resulting from industrial, commercial, agricultural, and domestic activities. Solid waste may include vehicles, as defined by Code of Iowa § 321.1.

Solid waste collection means the gathering of solid waste from public and private places.

Solid waste collection service means a publicly or privately operated agency, business or service engaged in the collection and transportation of solid waste for disposal purposes.

Solid waste storage means the holding of solid waste pending intermediate or final disposal.

Toxic and hazardous waste means waste materials, including, but not limited to, poisons, pesticides, herbicides, acids, caustics, pathological waste, flammable or explosive materials and similar harmful waste which requires special handling and which must be disposed of in such a manner as to conserve the environment and protect the public health and safety.

Yard waste means any debris such as grass clippings, leaves, garden waste, brush and trees. Yard waste does not include tree stumps.

105.03 Sanitary disposal required.

It is the duty of each owner to provide for the sanitary disposal of all refuse accumulating on the owner's premises before it becomes a nuisance. Any such accumulation remaining on any premises for a period of more than 14 days shall be deemed a nuisance and the City may proceed to abate such nuisances in accordance with the provisions of Chapter 50 or by initiating proper action in district court.

105.04 Health hazard and Fire Hazard.

It is unlawful for any person to permit to accumulate on any premises, improved or vacant, or on any public place, such quantities of solid waste, either in containers or not, that shall constitute a health, sanitation, or fire hazard.

105.05 Littering prohibited.

No person shall discard any litter onto or in any water or land, except that nothing in this section shall be construed to affect the authorized collection and discarding of such litter in or on areas or receptacles provided for such purpose. When litter is discarded from a motor vehicle, the driver of the motor vehicle shall be responsible for the act in any case where doubt exists as to which occupant of the motor vehicle actually discarded the litter.

105.06 Open dumping prohibited.

No person shall dump or deposit or permit the dumping or depositing of any solid waste at any place other than a sanitary disposal project approved by the Director of the State Department of Natural Resources, unless a special permit to dump or deposit solid waste on land owned or leased by such person has been obtained from the Director of the State Department of Natural Resources. However, this section does not prohibit the use of dirt, stone, brick or similar inorganic material for fill, landscaping, excavation, or grading at places other than a sanitary disposal project.

(Code of Iowa § 455B.307)

105.07 Toxic and hazardous waste.

The collection, storage and disposal of toxic and hazardous waste shall be subject to the following:

- (1) *Labeling.* All containers used for the storage, collection or transportation of toxic or hazardous waste shall be plainly marked so as to provide adequate notice of the contents thereof.
- (2) *Vehicles and containers.* All vehicles and containers used for the storage, collection and transportation of toxic and hazardous waste shall be so constructed that they can be loaded, moved and unloaded in a manner that does not create a danger to public health or safety and in compliance with federal and state laws, rules and regulations.
- (3) *Disposal.* No person shall deposit in a solid waste container or otherwise offer for collection any toxic or hazardous waste. Such materials shall be transported and disposed of as prescribed by the Director of the State Department of Natural Resources.

(IAC, 567-100.2)

(IAC, 567-100.13[2] and 400-27.14[2])

105.07 Solid waste storage containers.

Every person owning, managing, operating, leasing, or renting any premises, dwelling unit or any place where refuse accumulates shall provide and at all times maintain in good order and repair portable solid waste storage containers for refuse in accordance with the following:

- (1) *Container specifications.* Solid waste storage containers shall comply with the following specifications:
 - a. *Residential.* Residential waste containers, whether they are reusable, portable containers or heavy-duty disposable garbage bags, shall be of sufficient capacity, and leak-proof and waterproof. Disposable containers shall be securely fastened, and reusable containers shall be fitted with a fly-tight lid that shall be kept in place except when depositing or removing the contents of the container. Reusable containers shall also be lightweight and of sturdy construction and have suitable lifting devices.

- b. *Commercial.* Every person owning, managing, operating, leasing or renting any commercial premises where an excessive amount of refuse accumulates and where its storage in portable solid waste storage containers as required above is impractical, shall maintain metal bulk solid waste storage containers approved by the city.
- (2) *Location of containers.* Residential solid waste storage containers shall be stored upon the residential premises. Commercial solid waste storage containers shall be stored upon private property, unless the Owner has been granted written permission from the city by application to the City Clerk to use public property for such purposes. The solid waste storage container site shall be well-drained; fully accessible to collection equipment, public health personnel and fire inspection personnel. All owners of residential and commercial premises shall be responsible for proper storage of all garbage and yard waste to prevent materials from being blown or scattered around neighboring yards and streets.
- (3) *Nonconforming containers.* Solid waste storage containers which are not adequate will be collected together with their contents and disposed of after due notice to the owner.

105.08 Over-filling solid waste storage containers.

It is the duty of every person using or maintaining a solid waste storage container to cause the same to be emptied of its contents before it is so full that the cover will no longer fit tightly. Maintaining an over-filled solid waste storage container shall constitute a nuisance and is subject to enforcement as provided in Chapter 50 of the City Code.

105.09 Prohibited practices.

It is unlawful for any person to:

- (1) *Unlawful use of containers.* Deposit refuse in any solid waste containers not owned by such person without the written consent of the owner of such containers.
- (2) *Interfere with collectors.* Interfere in any manner with solid waste collection equipment or with solid waste collectors in the lawful performance of their duties as such, whether such equipment or collectors be those of the city, or those of any other authorized waste collection service.
- (3) *Radioactive material.* Dispose of radioactive material in a sanitary disposal project. Luminous timepieces are exempt.
- (4) *Unlawful collection.* Engage in the business of collecting, transporting, processing or disposing of refuse within the city without a valid license therefor.
- (5) *Incinerators.* Burn rubbish or garbage except in approved incinerators so maintained and operated as to prevent the emission of objectionable odors or particulate matter.
- (6) *Scavenging.* Take or collect any solid waste that has been placed out for collection on any premises, unless such person is an authorized solid waste collector.

CHAPTER 106 COLLECTION AND TRANSPORTATION

106.01 Reservation of city's rights.

The city reserves the right to enter into a contract or issue a permit to operate at any time with any license holder or others, for the collection and disposal of garbage and refuse within the city, or may itself operate and maintain such a service.

106.02 Preparation of solid waste for collection.

Any owner of a premises where refuse accumulates shall be responsible for subscribing to solid waste collection service or hauling their own solid waste once per week. It is the owner's responsibility to prepare for solid waste collection day in accordance to the following:

- (1) No owner shall place solid waste storage containers or bags in front of premises more than 12 hours before the date and time designated for solid waste collection. No owner shall allow solid waste storage containers to remain in front of premises for more than 12 hours after the date and time designated for solid waste collection. When retrieving the storage container, it is the owner's responsibility to pick up litter on or along the boundary of their premises.
- (2) Solid waste collection services may require that solid waste bags be removed from solid waste storage containers and placed at curbside for pick up on collection day.
- (3) Containers for the storage of solid waste or bags awaiting collection shall be placed outdoors at the end of the driveway or curb of the premises being served. Said containers or bags awaiting collection shall not be placed on or block any city streets and/or sidewalks at any time and shall meet the following set-out criteria:
 - a. Containers must be on the curb of their premises with the lids opening towards the street or the alley. If there is no curb or driveway, the container must be placed on the edge of the street in front of the premises with the wheels of the container abutting the premises.
 - b. Container location must be a minimum of three feet away from obstacles such as, but not limited to, parked vehicles, mailboxes, and other obstructions prohibiting the collector to empty the container.
 - c. Solid waste bags must be on the curb of their premises free from obstacles that would prohibit the collector from disposing of the bag.

106.03 Collection service.

The collection of solid waste within the city shall be only by collectors licensed by the city. It is unlawful for any person to collect or haul garbage, solid waste or refuse within the city except from their own residence or business premises without first obtaining a license from the city.

106.04 Collector's license.

No person shall engage in the business of collecting, transporting, processing or disposing of solid waste other than waste produced by that person within the city without first obtaining from the city an annual license in accordance with the following:

- (1) *Application.* Application for a solid waste collector's license shall be made to the city clerk on forms provided by the city clerk and provide the following:
 - a. *Name and address.* The full legal name and address of the applicant, and if a corporation, the legal names and addresses of the officers thereof.
 - b. *Equipment.* A complete and accurate listing of the number and type of collection and transportation equipment to be used.
 - c. *Collection program.* A complete description of the frequency, routes and method of collection and transportation to be used.
 - d. *Disposal.* A statement as to the precise location and method of disposal or processing facilities to be used.
- (2) *Insurance.* No collector's license shall be issued until and unless the applicant therefor, in addition to all other requirements set forth, shall file and maintain with the city evidence of satisfactory public liability insurance covering all operations of the applicant pertaining to such business and all equipment and vehicles to be operated in the conduct thereof in the following minimum amounts:

Bodily injury	\$500,000.00 per person
	\$1,000,000.00 per occurrence
Property damage	\$500,000.00

Each insurance policy required hereunder shall include as a part thereof provisions requiring the insurance carrier to notify the city of the expiration, cancellation or other termination of coverage not less than ten days prior to the effective date of such action.

- (3) *License fee.* A license fee in the amount of \$700.00 shall accompany the application for a solid waste collector's license. In the event the requested license is not granted, the fee paid shall be refunded to the applicant. The annual license fee shall be prorated to the month of application for the first application submitted by a collector. Upon issuance of a collector's license, the license fee shall be nonrefundable even if cancelled or revoked prior to the end of the calendar year.
- (4) *License issued.* If the city clerk upon investigation finds the application to be in order and determines that the applicant will collect, transport, process or dispose of solid waste without hazard to the public health or damage to the environment and in conformity with law and ordinance, the city clerk shall refer the license for approval to the city administrator. Upon approval from the city administrator, the city clerk shall issue the requested license. All licenses shall expire on December 31 of the year of issue.

- (5) *License renewal.* An annual license may be renewed simply upon payment of the required fee, provided the applicant agrees to continue to operate in substantially the same manner as provided in the original application and provided the applicant furnishes the city clerk with a current listing of vehicles, equipment and facilities in use and evidence of current satisfactory insurance as outlined in subsection (2) above.
- (6) *License not transferable.* No license authorized by this article may be transferred to another person or organization.
- (7) *Owner may transport.* Nothing herein is to be construed so as to prevent the owner from transporting solid waste accumulating upon premises owned, occupied or used by him, provided such refuse is disposed of properly in an approved sanitary disposal project.
- (8) *Grading or excavation excepted.* No license or permit shall be required for the removal, hauling, or disposal of earth and rock material from grading or excavation activities; however, all such materials shall be conveyed in tight vehicles, trucks or receptacles so constructed and maintained that none of the material being transported shall spill upon the public rights-of-way.
- (9) *Business office.* Each licensed garbage collector shall maintain an office equipped with a telephone with some person in attendance during ordinary office hours. The person in charge of the office shall be capable of handling requests for service, complaints and other routine business.
- (10) *Designated transport.* All solid waste picked up within the city shall be transported to the sanitary landfill facility designated by the county solid waste commission.
- (11) *Revocation of license.* The city administrator may, for repeated violations of the provisions of this chapter, upon recommendation of the city clerk, revoke any license issued after reasonable notice and opportunity for hearing before the city council to the licensee. A request for hearing must be made within thirty (30) days of the notice provided by the administrator.

106.05 Collection fees.

- (a) *Generally.* Fees for collection of solid waste by licensed collectors shall be based upon the volume of waste collected from individual dwelling units. Licensed collectors shall be responsible for customer billing and collection.
 - (1) Each dwelling unit shall be allowed no more than three 33-gallon trash containers (or the equivalent thereof) per week, totaling no more than 150 pounds, for the base fee charged by the solid waste collector. The solid waste collector shall set the fee for additional containers and shall enforce the fee.
- (b) *Recycling fee.* A recycling fee in the amount of \$2.90 per month per dwelling unit shall be paid by city water utility customers and shall be billed by the city financial office monthly.
- (c) *Landfill fees.* A landfill fee in the amount of \$4.00 per month per dwelling unit shall be paid by residential city water utility customers and shall be billed by the city financial office monthly.

- (1) The landfill fee billing method will correspond to water meters within corporate limits of the city and their responsible party.
- (2) Landfill fees collected shall be used to not only offset the city's responsibilities associated with the landfill's usage, but also be used for other programs established by the city to deter the overuse of the current landfill for those items that, if not for these established programs, would otherwise potentially end up at the landfill. These program expenditures shall include, but not be limited to:
 - a. Expenditures directly related to the costs of the handling of grass clippings and mulch at the city's leaf and grass clippings collection site located at 211 ½ A Street.
 - b. Expenditures directly related to the costs of the handling and grinding of trees and wood chips created at the city's tree collection site located at 211 ½ A Street.
 - c. Expenditures directly related to the costs of collection and disposal of items from the city-wide cleanup program to be conducted at least annually.
 - d. This landfill fee shall not replace or otherwise impact the requirement for solid waste collection as required in Section 106.02 of this chapter.

106.06 Collection vehicles.

Vehicles or containers used for the collection and transportation of garbage and similar putrescible waste or solid waste containing such materials shall be leak-proof, durable and of easily cleanable construction. They shall be cleaned to prevent nuisances, pollution or insect breeding and shall be maintained in good repair.

106.07 Loading.

Vehicles or containers used for the collection and transportation of any solid waste shall be loaded and moved in such a manner that the contents will not fall, leak, or spill therefrom, and shall be covered to prevent blowing or loss of material. Where spillage does occur, the material shall be picked up immediately by the collector or transporter and returned to the vehicle or container and the area properly cleaned.

106.07 Frequency of collection.

All solid waste shall be collected from all premises within the city, including residential, commercial, industrial and institutional premises, at least every 14 days.

106.08 Separation of yard waste required.

All yard waste shall be separated by the owner or occupant from all other solid waste accumulated on the premises and shall be composted on the premises or hauled to the city's yard waste disposal site.

106.09 Right of entry.

Solid waste collectors are authorized to enter upon private property for the purpose of collecting solid waste therefrom as required by this article; however, solid waste collectors shall not enter dwelling units or other buildings.

CHAPTER 107 TREES, BRUSH AND LEAVES

107.01 Public dumping ground.

A public dumping ground for the exclusive use of residents of the city for the disposing of trees, brush and leaves is established and located at the designated area at 211 ½ A St.

107.02 Fires prohibited.

It is unlawful for any unauthorized person to set a fire in any part of the public dumping ground.

107.03 Defacing of signs prohibited.

It is unlawful to destroy, damage or deface any sign erected or posted by the city on or near the dumping ground to display the rules and regulations regarding dumping of materials.

107.04 Hours for dumping.

The council shall have the right to establish by resolution the hours during which the dumping ground will be open for public use. It is unlawful for any person or persons to deposit any trees, brush or leaves at the dumping ground except during the hours above prescribed.

107.05 Other uses prohibited.

It is further unlawful for any person to utilize the public dumping ground for any purpose other than depositing trees, brush or leaves.

107.06 Scavenging prohibited.

It is unlawful for any person to scavenge the waste material which is deposited in the public dumping ground or to remove any items from the site without the permission of the city administrator.

SECTION 3. REPEALER. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 4. SEVERABILITY CLAUSE. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the

ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 5. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

Passed and approved by the City Council this ____ day of _____, 2025.

Shawna Silvius, Mayor

ATTEST:

Ashley Wilson, City Clerk

Draft

Memorandum

March 17, 2025 Agenda

Agenda Item #11 Brush Truck Resolution

The Red Oak Volunteer Fire and Rescue Association, Inc is in the process of purchasing a new brush truck from Feld Fire for a total amount of \$195,448. However, the association has not yet raised enough funds to cover the full cost of the truck.

In 2024, the City previously sold our old brush truck for \$25,000 and the ambulance for \$15,000, resulting in a total of \$40,000 in proceeds from these sales. The Volunteer Association is requesting to use this \$40,000 from the sale of the trucks to help close the funding gap for the new brush truck. The remaining balance, after applying the \$40,000, is \$155,400. That amount is being paid for with funds raised by the association.

The new brush truck is scheduled to be picked up next week, and the Volunteer Association is asking for the City's approval at this meeting.

This partnership will ensure the timely acquisition of the new truck, which is essential for the fire department's operations and will help support the community's emergency response efforts.

Please review the draft Resolution 2025-28 and invoice which are both included in the packet. If this is approved, the check will be added to the approved claims to be paid on Tuesday. The Volunteers will be going to get the truck the same week, so need the funds right away.

RESOLUTION NO. 2025-24

A RESOLUTION TO AUTHORIZE A CONTRIBUTION TO THE PURCHASE OF A BRUSH TRUCK BY THE RED OAK VOLUNTEER FIRE AND RESCUE ASSOCIATION, INC FOR THE FIRE DEPARTMENT IN RED OAK, IOWA

WHEREAS, the City of Red Oak, Iowa, operates a Fire and Rescue Department that requires adequate equipment to perform tasks related to fire suppression; and,

WHEREAS, the Red Oak Volunteer Fire and Rescue Association plays a critical role in fundraising and providing additional equipment that is not provided for with property and sales tax proceeds; and,

WHEREAS, the Red Oak Volunteer Fire and Rescue Association members have purchased a Brush Truck from Feld Fire in the amount of \$195,448 that is ready to be picked up and paid for and that is not yet fully funded by the donations the Association has received.

WHEREAS, at a 2024 City Council meeting, the City Council declared two vehicles surplus and sold at that time the Council deemed that if needed the proceeds from the sale of these two vehicles could be used toward the purchase of this Brush Truck, but that association would need to return to attend a Council meeting and formally ask for the vehicle sale proceeds.

WHEREAS, the sale of the two vehicles provided revenue to the City in the amount of \$40,000.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Red Oak, Iowa, authorizes the expenditure of \$40,000 to be given to the Red Oak Volunteer Fire and Rescue Association, Inc to be used toward the purchase of a Feld Fire Brush Truck totaling \$195,448.

ADOPTED this 17th day of March, 2025 by the City Council of the City of Red Oak, Iowa.

Shawna Silvius, Mayor

ATTEST

Ashley Wilson, City Clerk



Invoice

#SO227
12/31/2024

Ed M. Feld Equipment Co., Inc.
PO Box 625
113 North Griffith Road
Carroll IA 51401
800-568-2403

Bill To

Red Oak, City of-Fire Dept
1904 N Broadway
Red Oak IA 51566
United States

Ship To

Red Oak, City of-Fire Dept
1904 N Broadway
Red Oak IA 51566
United States

Payment Method	PO #	Shipping Method	Order Date	Sales Rep
	Quick Attack		12/31/2024	Ryan Middleton

Quantity	Item	Additional Notes	Rate	Amount
1	QUICKATTACK Feld Fire Brush Truck Build See specification submitted w/ bid packet		\$195,448.00	\$195,448.00

Subtotal \$195,448.00

Tax (%) \$0.00

Shipping

Total \$195,448.00



SO227

Memorandum

March 17, 2025 Agenda

Agenda Items #12 Handicap Parking Stalls

The City of Red Oak has an ordinance, Chapter 69.07, that requires City Council approval for any on-street handicapped parking stalls. According to this ordinance, all proposed locations must be approved by the City Council. The City received a request from Red Oak Elks Lodge #1304 to have a handicapped spot added adjacent to their building. The letter making that request is included in the packet. Chief Rhamy has reviewed the request and is recommending approval.

In addition to approving the new request for a handicapped parking stall at the Red Oak Elks Lodge #1304, we have compiled a comprehensive list of all existing handicap parking locations within the city. This allows for a complete review and ensures that all designated spaces are properly documented and accounted for.

The inclusion of the new stall at the Elks Lodge will help to better serve the needs of those with mobility impairments and ensure that we remain in compliance with the ordinance requiring City Council approval for all designated handicapped parking spaces.

RESOLUTION NO. 2025-25

**A RESOLUTION TO AUTHORIZE SPECIFIC LOCATION TO PROVIDE FOR
HANDICAP PARKING STALLS ON THE STREETS OF RED OAK, IOWA**

WHEREAS, the City of Red Oak, Iowa, has a City Code #69.07 that allows for the placement of handicapped parking stalls on City streets if approved by the City Council; and,

WHEREAS, the Street Department personnel have created a complete list, as required, that states each location where a current handicap parking stall is located; and,

WHEREAS, the Red Oak Elk's Lodge #1304 located at 519 North 1st Street, at the corner of 1st Street and Reed Street, has asked to locate a handicap stall on the south side of Reed Street, from 1st Street to their sidewalk, due to the fact that their facility does not have any off-street parking.

WHEREAS, the City desires to have a complete list of all handicap stall locations throughout the City in one Resolution. Therefore, the attached list, Exhibit A, includes locations that were previously approved and the new one for the Red Oak Elks Lodge #1304.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Red Oak, Iowa, pursuant to City Code 69.07, authorizes the following designated handicap parking stalls on City streets as listed in Exhibit A. The City Street Department is directed to paint and maintain all the approved stall locations.

ADOPTED this 17th day of March, 2025 by the City Council of the City of Red Oak, Iowa.

Shawna Silvius, Mayor

ATTEST

Ashley Wilson, City Clerk

RESOLUTION NO. 2025-25

**A RESOLUTION TO AUTHORIZE SPECIFIC LOCATION TO PROVIDE HANDICAP
PARKING STALLS ON THE STREETS OF RED OAK, IOWA**

EXHIBIT A

List of Approved On-Street Handicap Parking Stalls

- 504 North 6th Street (West side of the Street)**
- 106 West Coolbaugh Street (South side of the Street)**
- 105 East Coolbaugh Street (North side of the Street)**
- 101 East Reed Street (North side of the Street)**
- 413 North 3rd Street (West side of the Street)**
- 400 North 2nd Street (East side of the Street)**
- 312 East Coolbaugh Street (North side of the Street)**
- 510 North 4th Street (West side of the Street) Two at this location**
- 315 East Reed Street (South side of the Street)**
- 499 North 4th Street (West side of the Street)**
- 404 East Coolbaugh Street (South side of the Street)**
- 405 East Reed Street (South side of the Street)**
- 105 West Market Street (North side of the Street) Two at this location**
- 210 South 3rd Street (West side of the Street)**
- 519 North 1st Street (South side of the Street) 66+**

Red Oak Elks Lodge #1304
519 North 1st Street
Red Oak, Iowa 51566

City of Red Oak
PO Box 475
Red Oak, Iowa 51566

March 3, 2025

To Whom It May Concern:

The Red Oak Elks Lodge #1304 would like to make inquiry on establishing a single dedicated handicap parking space to be placed near our location. The Elks, along with all companies and organizations are looking at various ways to mitigate future negative impacts from falls, accidents and adverse optics related to their particular situation. Having a dedicated parking space, keeps those requiring handicap parking to be located closer to our facility, without crossing traffic and other obstructions. As an organization, we reviewed what we have available to us and the only area that we thought of suggesting is the single spot located directly north of our facility at 519 N. 1st Street. The spot in question would be north of our location on the south side of Reed St, from 1st St to our sidewalk. This spot is large enough to accommodate most passenger vehicles and could easily be marked for dedicated handicap parking, and those utilizing it would have direct access to zero entry sidewalk access behind their vehicle at corner or walk in access at sidewalk in front of their vehicle.

Representatives of our organization would be available to meet with you on site, if required.
Thank you for your consideration to this matter.



Brad Baker, PER
Red Oak Elks Lodge, #1304

Approved by Chief of Police
JRC

Needs Council Approval/Resolution



W Reed St.

N First St.

E Reed

N First St.

600628163011000

XX

46

6

POWER

Memorandum

March 17, 2025 Agenda

Agenda Items #13 Depository Resolution

The proposed Resolution No. 2025-26 designates authorized financial institutions for the deposit of City funds and outlines the limits and collateral requirements associated with such deposits. The proposal to adopt this Resolution came up after our new auditors at Bergan KDV asked for a copy of such a document. After going back eight years in resolutions, I could not find one. The following are reasons why such a resolution is necessary.

1. Authorization of Financial Institutions

The City needs to establish a list of financial institutions where City funds can be safely deposited. This ensures that City funds are kept in secure, FDIC-insured institutions and that the City is in compliance with state law and best practices for financial management. This resolution formalizes the process and provides clear directions to myself and City Clerk Ashley Wilson regarding which institutions may be used for such deposits.

2. Deposit Limits

The resolution specifies a deposit limit at each authorized institution to prevent any one institution from holding an excessive amount of City funds. This is a prudent measure to diversify the City's financial holdings and minimize the risk associated with overexposure to a single financial institution. It is necessary to set these limits to maintain the safety and security of City funds.

3. Collateral Requirements for Investments Exceeding \$250,000

Iowa State law requires that public funds be protected, and financial institutions that hold deposits exceeding \$250,000 must provide collateral to secure those funds. This provision helps safeguard the City's investments, ensuring that in the event of a financial institution's failure, the City's funds are protected and will be recoverable through the collateral provided. The collateral requirement is a common practice designed to minimize risk for municipalities, which rely on sound financial management.

4. Compliance and Oversight

Adopting this resolution allows the City of Red Oak to maintain compliance with state regulations regarding the handling and management of public funds. It also provides transparency and a clear framework for the City Clerk and City Administrator to follow when managing City funds, ensuring proper oversight and accountability.

Conclusion

This resolution is an important step in ensuring the financial stability of the City of Red Oak by clearly outlining authorized depositories, setting appropriate deposit limits, and ensuring collateral protection for large investments. The City Clerk and City Administrator will continue to manage City funds in a responsible and transparent manner, adhering to these guidelines.

Please review the draft Resolution 2025-26 which is included in the packet.

RESOLUTION NO. 2025-26
A RESOLUTION APPROVING THE AUTHORIZED BANKS AND LIMITS FOR DEPOSITING CITY FUNDS AND ESTABLISHING COLLATERAL REQUIREMENTS FOR DEPOSITS OVER \$250,000.

WHEREAS, the City of Red Oak, Iowa, is required to designate authorized financial institutions for the deposit of city funds; and,

WHEREAS, the City Clerk and City Administrator are authorized to deposit City funds in the following institutions, subject to the limits and collateral requirements specified herein:

AUTHORIZED FINANCIAL INSTITUTIONS:

1. Bank Iowa
2. Houghton State Bank
3. First Interstate Bank
4. IPAIT (Iowa Public Agency Investment Trust)

DEPOSIT LIMITS:

The following deposit limits are hereby established for each authorized institution:

- Bank Iowa: \$3,000,000
- Houghton State Bank: \$3,000,000
- First Interstate Bank: \$10,000,000
- IPAIT: \$249,000

COLLATERAL REQUIREMENTS:

For any investment exceeding the amount of \$250,000 in a single financial institution, the institution must provide collateral to ensure the security of the deposit. This collateral shall comply with all applicable laws and regulations governing public funds.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Red Oak, Iowa, that the City Clerk and City Administrator are hereby authorized to deposit City funds in the aforementioned financial institutions, with the deposit limits as specified above, and to require collateral for investments exceeding \$250,000 as outlined in this resolution.

ADOPTED this 17th day of March, 2025 by the City Council of the City of Red Oak, Iowa.

Shawna Silvius, Mayor

ATTEST

Ashley Wilson, City Clerk

Memorandum

March 17, 2025 Agenda

Agenda Items #14 Cemetery Dump Truck Purchase

The Cemetery Department is in need of a new dump truck to replace two older, outdated vehicles currently in use. The existing vehicles, a 1978 Chevy Red Model CE61403 and a 1994 Ford F378, 10 Ton, have both become unreliable and unsafe for continued use. The 1978 Chevy is nearly impossible to repair due to a lack of available parts, and the Ford has operational issues that make it unsafe for use, presenting risks to the safety of the staff.

After evaluating several options, the Cemetery Department has identified two potential replacement vehicles:

- Used 2017 Ford F550SD, with 37,950 miles, \$53,300
- New 2025 Ford F550, \$74,582

Both vehicles have the dump box included but no plow and sander. However, they would both provide the necessary reliability and functionality for the Cemetery Department's ongoing work, including burials and property maintenance.

The drafted resolution 2025-27 is needed to authorize the purchase of one of these vehicles. The vehicles are similar as they are both an F550. The main question for the City Council is whether spending an additional \$20,000 is worth a vehicle that is 8 years newer, 37,000 mileage difference and a warranty. The resolution will allow staff to proceed with the purchase of the selected vehicle and declare the two current vehicles as surplus once they are no longer needed. The Cemetery Superintendent will complete any remaining tasks with the current vehicles before they are officially declared surplus. The City Administrator will then be authorized to dispose of the vehicles in the most appropriate manner, ensuring the best return or proper disposal.

Funding for the new purchase will come from the remaining 2024 General Obligation (GO) Bond proceeds.

This resolution ensures the Cemetery Department has the necessary equipment to maintain and operate the cemetery efficiently and safely.

The dump trailer idea is not feasible due to the close quarters that must be maneuvered in between with grave sites.

RESOLUTION NO. 2025-27

A RESOLUTION TO AUTHORIZE THE PURCHASE OF A DUMP TRUCK FOR THE CEMETERY DEPARTMENT IN RED OAK, IOWA

WHEREAS, the City of Red Oak, Iowa, operates a cemetery that requires adequate equipment to perform tasks related to burials and property maintenance; and,

WHEREAS, the Cemetery Department has two used dump trucks that are in need of replacement which are a 1978 Chevy Red Model CE61403, VIN: CCE618V143347 and a 1994 Ford F378, 10 Ton, VIN: 1FDJF37K6REA02083. The 1978 Chevy is near impossible to repair due to the inability to purchase any parts and the Ford has issues with operation that make it unsafe so the staff is recommending to purchase a different dump truck.

WHEREAS, after looking at numerous vehicles, the staff has presented the City Council with two options, one a used 2017 Ford F550SD with 37950 miles and a new 2025 F550 as options to purchase.

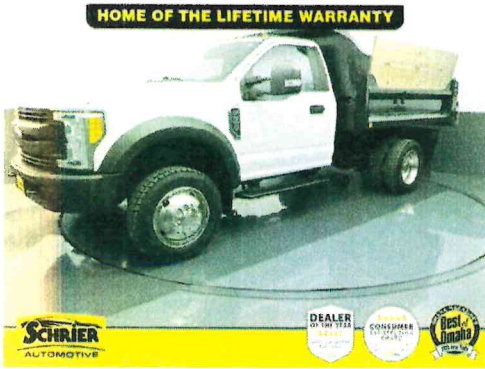
NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Red Oak, Iowa, authorizes the City Administrator to purchase a F550 from _____ in the amount of \$ _____ and to declare the 1978 Chevy Red Model CE61403, VIN: CCE618V143347 and 1994 Ford F378, 10 Ton, VIN: 1FDJF37K6REA02083 vehicles as surplus once the Cemetery Superintendent has completed the tasks needed for these vehicles. The City Administrator is then authorized to dispose of the 1978 chevy and 1994 Ford in the best means possible. Funds for the new purchase are to come from the proceeds of the remaining 2024 GO Bond proceeds.

ADOPTED this 17th day of March, 2025 by the City Council of the City of Red Oak, Iowa.

Shawna Silvius, Mayor

ATTEST

Ashley Wilson, City Clerk



2017 Ford® F-550SD Dump Bed XL DRW

Miles: 37,950 • VIN: 1FDUF5HY5HEE66024 • Stock #: HEE66024D

Retail Price: \$54,989

Dealer Price: \$54,989

Vehicle Specifications

Stock # HEE66024D

Year 2017

Model F-550SD Dump Bed

Body Type Truck

Drivetrain 4WD

Transmission TorqShift 6-Speed Automatic

Exterior Color Oxford White

Mileage 37,950

Fuel Type Other

VIN 1FDUF5HY5HEE66024

Make Ford

Trim XL

Condition Used

Engine V10

Doors 2

Interior Color Medium Earth Gray

Dealership Schrier Automotive

Features

Keyless Entry

Dual Rear Wheels

Hours

Sunday: Closed

Monday: 9:00am - 7:00pm

Tuesday: 9:00am - 7:00pm

Wednesday: 9:00am - 7:00pm

Thursday: 9:00am - 7:00pm

Friday: 9:00am - 6:00pm

Saturday: 9:00am - 6:00pm

Address and contact information

601 N 108th Circle, Omaha, NE 68154

(402) 733-1191

*No warranty
No plow
No sander
Box included*



Chuck Hill

Maryland & Ohio

Great Shape
2 owner
1 owner

53,300



QUOTE

Quote ID: Q19263 Rev: 0

Quote Date: 3/11/2025

Quote Valid Until: 3/18/2025

Phone: (515) 266-5189 Toll Free: (800) 373-2887 Fax:(515) 266-7878 Page 1 of 2

Customer: 71094

Red Oak, City Of
601 N. 6th St

Red Oak, IA 51566

Contact: Chris Baird

Phone: (712) 621-4910

Email: rostreetdept@redoak.city

Salesperson: Scott Odendahl

Make: Ford	Model: F550	Year: 2025	Single/Dual: Dual
Cab Type:	Wheelbase: 0	Cab-to-Axle: 60	VIN:

Furnish and Install:

1 - KNAPHEIDE DUMP BODY MODEL KDBF916

NET WEIGHT: 1447 LBS BULKHEAD HEIGHT: 22" CAPACITY: 3.22 YDS
LENGTH: 110" WIDTH: 86.9" SIDE HT: 16"

Light duty, contractor's dump body, for use on single axis, one-ton trucks.
Fixed construction.
Sloped run boards.
Floor is 7 ga HRCQ.
Bulkhead is 10 ga, tailgate is double paneled 10 and 12 ga, and sides are double paneled made of 12 ga all High Tensile Steel
Long sills are 7" trapezoidal style and accept scissors type hoist
Pockets on top of sides for extension boards
Double acting 10 ga tailgate with spreader chains and quick release top pins
Tailgate release is positive locking with dump handle at left front corner of body
Standard, LED clearance, marker and RID lights provided to meet FMVSS 108
100% fully solid welded construction
Body and sides are E-Coat primed. Body is fully undercoated

HEADBOARD
One piece 10 ga high tensile, 2 bend top rail, 2-1/4" wide with 1-1/2" return flange
Fully boxed corner posts and full width reinforcement rib for added rigidity
Integrated Cab Protector mounting pockets

FLOOR
Two piece 7 ga high tensile, full seam welded
Sloped floor to side interface to reduce material adhesion on sides

SIDES
Reinforced with a 4-1/2" x 9-1/2" formed rear corner post from top of tailgate to bottom of crossmember
Pockets provided front and rear for 2x6 extension boards
Drop sides are removable for easy service and replacement

TAILGATE AND HARDWARE
Mechanical, positive locking operating andle at left front by driver's door
3/4" diameter cross shafts (front and rear) and 1/2" diameter operating rod running longitudinally down street side
Safety restraining ring provided at the handle
Multiple grease points throughout system (grease zerks provided.)

UNDERSTRUCTURE
Crossmember-less construction
Long sills are 7" trapezoidal style, full length of body, with internal anti-corrosion coating
Rear member is 7" deep, of 10 ga consruction, fully width of body



Quote ID: Q19263 Rev: 0

Quote Date: 3/11/2025

Quote Valid Until: 3/18/2025

P.O. Box 3265
Des Moines, IA 50316

Phone: (515) 266-5189 Toll Free: (800) 373-2887 Fax:(515) 266-7878

Page 2 of 2

1 - KNAPHEIDE SUBFRAME HOIST MODEL KHR-1516SF-ED

NTEA class 20
Electric double acting power unit
8.7 ton capacity with 50 degree dump angle
250 amp mega fuse

Options Included in the Price:

Mud flaps with anti sail brackets behind the rear wheels
5/8" Hitch Plate on rear with RV style trailer plug
Bolt on 2" receiver rated at 20k lbs.
Tapered 1/4 cab protector painted Black
Body painted Black

NET PRICE FOB DES MOINES: \$16,965.00

Customer must fill out the information below before the order can be processed...

Accepted by:	
Date:	
P.O. Number:	

- * Terms are Due Upon Receipt unless prior credit arrangements are made at the time of order.
- * Please note if chassis is furnished, it is as a convenience and terms are Net Due on Receipt of Chassis.
- * Sales Tax is not included unless otherwise noted.



ford.com

VEHICLE DESCRIPTION

SUPER DUTY

2025 F550 4X4 REG CHASSIS
7.3L DIESEL NA P1 V8 ENGINE
10-SPEED AUTO TOROSHIFT

SD A06693

EXTERIOR
OXFORD WHITE
INTERIOR
MEDIUM DARK SLATE CLOTH

STANDARD EQUIPMENT INCLUDED AT NO EXTRA CHARGE

- EXTENSION**
- HEADLAMPS - AUTO/LAMP
 - GLOWPLUG
 - HEADLAMPS - IMPER ACTIVATED
 - HEADLAMPS - HALOGEN
 - WIPERS - R/TD, TWR GLASS/
 - POWER-FOLDING MIRRORS
 - TOW HOOKS
 - TRAILER SWAY CONTROL
 - TRAILER TOW WIRE HARNESS
 - WIPERS - INTERMITTENT

- INTERIOR**
- 4.7" PRODUCTIVITY SCREEN
 - AIR COND, MANUAL FRONT
 - BLACK VINYL FLOOR COVERING
 - OUTSIDE TEMP DISPLAY
 - PARTICULATE AIR FILTER
 - POWER LOCKS AND WINDOWS
 - STEERING/TILT/TELESCOPE
 - CRUISE & AUTO CONTROLS
 - UPFITTER SWITCHES

- ENGINE/DRIVE**
- 4-WHEEL ANTILOCK BRAKE SYS
 - FORDPASS™ CONNECT SYNC-3
 - HILLSIDE START ASSIST
 - HILL START ASSIST
 - REMOTE KEYLESS ENTRY
 - STABILIZER BAR, FRONT/REAR
 - SYNCMA WIP* SCREEN

- SAFETY/SECURITY**
- ABS/ESC/STABILIZER WITH RSC®
 - AIRBAGS - SAFETY (DOP/PO)
 - BELT-LATCHER CHAIR (DOP/PO)
 - DRIVER/PASSENGER AIR BAGS
 - SECURE PKG 1 YR INCLUDED
 - SECURE LOCK® ANTI-THEFT SYS
 - 806 POST-CRASH ALERT SYS™
- WARRANTY**
- 3YR/50,000 BUMPER / BUMPER
 - 5YR/60,000 POWERTRAIN
 - 5YR/100,000 ROADSIDE ASSIST
 - 5YR/100,000 DIESEL ENGINE

INCLUDED ON THIS VEHICLE

- OPTIONAL EQUIPMENT/OTHER**
- 1015-868/07/23/24/24
 - PREFERRED EQUIPMENT PKG.693A
 - 10-SPEED AUTO TOROSHIFT
 - 227/201/13.66 85W MAX TRAC TIRE
 - 4.86 RATIO LIMITED SLIP AXLE
 - FRONT LICENSE PLATE BRACKET
 - 18000W GVWR PACKAGE
 - ENGINE BLOCK HEATER
 - NO STATE EMISSIONS
 - 90 STATE EMISSIONS
 - SNOW FLOW PREP PACKAGE
 - 35W FLOW TIRE AND WHEEL
 - JACK
 - 40 GAL APT OF AXLE FUEL TANK
 - 250 AMP ALTERNATOR
 - EXTENSION BACKUP ALARM
 - REAR VIEW CAMERA & PREP KIT
 - CLOTH 4020/40 SEAT

(MSRP)

NO CHARGE	215.00
NO CHARGE	395.00
NO CHARGE	190.00
NO CHARGE	250.00
NO CHARGE	250.00
NO CHARGE	220.00
NO CHARGE	415.00
NO CHARGE	100.00

PRICE INFORMATION

BASE PRICE	\$59,290.00
TOTAL OPTIONS/OTHER	2,135.00
TOTAL VEHICLE & OPTIONS/OTHER	61,425.00
DESTINATION & DELIVERY	1,585.00

(MSRP)

review

*ETA early April
\$57,617
Red Oak*

TOTAL MSRP \$63,380.00

RAIL ONE	FM6P
RAIL TWO	FM6P
RAIL	\$54,402 OR RB

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Whether you decide to lease or finance your vehicle, you'll find the choices that are right for you. See your dealer for details or visit www.ford.com/finance.

SPECIAL ORDER
SC001 N RB 2X 515 500491 03 04 25

FUEL ECONOMY RATINGS NOT REQUIRED ON THIS VEHICLE

fuel economy.gov
Calculate personalized estimates and compare vehicles



The FordPass™ Connect system is a wireless service that provides vehicle location, status, and other information. It is available on select vehicles and requires a cellular connection. Service is provided by FordPass Connect. Terms for details. Connected services and features depend on compatible AT&T network. Vehicle availability may vary. Functionality and availability subject to change without notice. Connect to service providers Wi-Fi network.

WARNING: Operating, servicing and maintaining a passenger vehicle, pickup truck, or vehicle can expose you to chemicals including engine exhaust, carbon monoxide, oil, lead, which are known to the State of California to cause cancer and birth defects or other reproductive harm. To minimize exposure, avoid breathing exhaust, do not let the engine iddle for long periods, and use proper ventilation when servicing your vehicle. For more information go to www.P66Harnings.ca.gov/passenger-vehicle.



1FDUF5HN2SDA06693



Memorandum

March 17, 2025 Agenda

Agenda Item #15 Credit Card Fees Resolution

I am proposing a change in how the City handles bank and credit card transaction fees, specifically to begin charging customers for any associated fees incurred by the City. At a previous budget meeting, we discussed that the amount we currently spend is large and how common it is for businesses to charge fees to pay with a debit or credit card. This year, we anticipate spending approximately \$40,000 on these transaction fees, which is a significant financial burden on the City's budget. Given the rising costs of these fees, I believe it is time to explore ways to mitigate this expense. The explanations below are based on the new fees that will be charged by CIVIC as we are transitioning to the new software. I have not summarized the fees we currently pay but they are all incurred by the City.

1. Current Fees and Financial Burden

As more residents choose to pay via credit card or electronic methods, the associated transaction fees continue to rise. The fees for debit and credit card payments with CIVIC are \$0.30 per transaction, plus 2.9% of the total purchase amount. With the growing number of debit and credit card transactions, these fees are projected to total approximately \$30,000 this year alone in Red Oak. Absorbing these costs is becoming increasingly unsustainable for the water and sewer budgets, especially as payment methods evolve and usage increases.

2. Main Payments and Scope of New Fees

The primary payments made to the City are for water and sewer bills. However, the new transaction fees would apply to any payments made to the City, including but not limited to payments for building permits, licenses, and parking tickets. This approach ensures that the City is not absorbing the costs of payment processing for all types of services, especially as electronic payment options become more popular.

3. Alternative Payment Options

In addition to the debit and credit card payments, we will offer other payment methods that incur lower fees or no fees at all for the customer:

- **Auto-Pay Option (Free for Customers):** If a customer enrolls in the City's auto-pay program for their utility bill, where they provide their bank account information, the City will automatically withdraw the full bill amount on the 20th of each month. This option is **free of charge** for the customer and does not incur any transaction fees for the City.
- **Online Portal Payment via Bank Account (Lower Fee Option):** Another option for customers is to use the City's new online portal to schedule a one-time payment through their bank account. This is a new option that was not available in gWorks.

- This new option incurs a flat fee of \$1.10 per transaction, regardless of the amount of the bill. While there is a fee associated with this method, it is significantly lower than the credit card fee. In the past, the only online payment that could be made was with a card.

4. Rising Costs of Credit Card Transactions

As stated, the City currently absorbs the cost of credit card processing fees, which are typically at least 3%. The new CIVIC System fees will be \$0.30 per transaction plus 2.9% of the total bill amount. For example, if a resident pays a \$40 water bill via credit card, the fee to the City would be \$2.56. If a resident pays a \$80 bill, the fee would be \$3.62. With the increasing use of debit and credit cards, these fees quickly add up, and the City is projected to spend \$40,000, (\$20,000 to each of water and sewer) this year alone on transaction fees.

5. Equity and Fairness

By charging customers for the transaction fees they incur, we are shifting the burden of these costs to the individuals who choose to use credit cards or other payment methods that incur fees. This ensures fairness, as those who choose the more convenient (and often more costly) method of payment will be responsible for covering those costs, rather than taxpayers at large.

6. Alternative, Cost-Effective Options

By providing these alternative payment methods, such as the auto-pay option and the online portal payment option, we offer customers more affordable options. The auto-pay option remains completely free, and the bank account option via the online portal only charges a modest \$1.10 fee. These alternatives ensure that residents have a variety of payment methods to choose from, depending on their preferences and willingness to incur transaction costs.

7. Timing of Change

This change is being considered now as the City is transitioning from our current software with gWorks to CIVIC Systems in April. This transition provides an appropriate opportunity to implement any changes to the way we handle transaction fees, as we will be updating our payment processing system. If the City is going to make this change, it is best to do so during this transition period to ensure that the new system can accommodate the necessary adjustments and provide clarity to both staff and customers.

8. Mitigating the Financial Impact

Charging customers for the credit card transaction fees would allow the City to offset the \$40,000 currently being spent on fees, freeing up those resources for essential services. Moreover, implementing a system that incentivizes lower-cost payment options, such as bank account-based payments, can help the City reduce overall payment processing costs while still providing customers with multiple ways to pay their bills.

Conclusion

In light of the growing financial burden of debit and credit card transaction fees and the upcoming software transition to CIVIC Systems, I recommend that the City begin charging customers for any fees incurred from using credit cards or other similar payment methods. This will help reduce the City's financial burden, promote fairness, and provide customers with more cost-effective alternatives. I believe this approach is a necessary step in maintaining the financial sustainability of the City while still offering residents flexible payment options.

Please review the draft Resolution 2025-28 which is included in the packet

RESOLUTION NO. 2025-28

A RESOLUTION TO CHARGE CUSTOMERS FOR CREDIT CARD AND BANKING TRANSACTION FEES

WHEREAS, the City of Red Oak currently absorbs the costs of debit and credit card transaction fees incurred from payments made by residents for various services, including but not limited to water and sewer bills, building permits, licenses, and parking tickets; and,

WHEREAS, in the upcoming fiscal year, it is projected that the City will incur approximately \$40,000 in transaction fees, a significant financial burden on the City's budget; and,

WHEREAS, the rising costs of payment processing and the increasing number of residents choosing debit and credit card payments have made it increasingly unsustainable for the City to continue absorbing these fees; and,

WHEREAS, at a previous budget meeting, the City Council discussed the need to shift the burden of these fees to those who use the more costly payment methods, as is common in the private sector, in order to mitigate the financial strain on the City's budget; and,

WHEREAS, the City is transitioning from the gWorks software to CIVIC Systems, which will provide updated payment processing systems that enable the City to implement changes regarding transaction fees; and,

WHEREAS, the new transaction fees for debit and credit card payments with CIVIC are \$0.30 per transaction, plus 2.9% of the total bill amount; and,

WHEREAS, it is proposed that the City will begin charging residents for these fees, which will allow the City to offset the approximately \$40,000 in transaction fees expected to be spent this year, freeing up resources for essential services; and,

WHEREAS, the City will continue to provide alternative, cost-effective payment options for customers, including:

- Auto-Pay Program (Free for Customers): If a customer enrolls in the City's auto-pay program for their utility bill, the City will automatically withdraw the full bill amount on the 20th of each month, without incurring any transaction fees for the City.
- Online Portal Payment via Bank Account (Lower Fee Option): Customers may choose to use the City's online portal to make one-time payments via their bank account, incurring a flat fee of \$1.10 per transaction, regardless of the bill amount. This option is significantly less expensive than credit card payments.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Red Oak, Iowa, that, effective the date the CIVIC Systems portal goes live, the City will begin charging residents for credit card and debit card, and the online portal E-Check transaction fees incurred when paying for services. The fees will be passed directly onto the residents using debit or credit cards, or the online bank account portal and the City will no longer absorb the costs of these payments.

BE IT FURTHER RESOLVED that the City Administrator is authorized to implement this change as part of the transition to the new CIVIC Systems software and to provide adequate notice to residents regarding the new fee structure and available alternative payment options.

ADOPTED this 17th day of March, 2025 by the City Council of the City of Red Oak, Iowa.

Shawna Silvius, Mayor

ATTEST

Ashley Wilson, City Clerk

	A	B	C	D	E	F	G	H	I
1	ACCOUNT #	NAME	FYE 23 Actual	FYE Actual 24	FY 25 Budget	YTD FY 25	Chg For FY 25	FY End Est	NEW FY 26
338		WATER FUND							
339	600-810-4300	INTEREST	14,676.41	33,644.57	20,000	0.00		20,000	25,000
340	600-810-4320	WIRELESS COMMUNICAT RENT	0.00		0	0.00		0	
341	600-810-4500	METERED WATER	804,344.86	873,332.80	990,000	552,552.84		990,000	1,000,000
342	600-810-4501	METERED WATER-NO TAX	148,541.30	175,774.12	230,000	117,263.62		230,000	235,000
343	600-810-4530	PENALTY ON WATER BILLS	14,720.04	15,711.05	18,000	9,190.81		18,000	18,000
344	600-810-4550	CUSTOMER SERVICE	10,894.04	9,050.00	12,000	5,602.59		12,000	10,000
345	600-810-4551	SALES, FROZEN METERS, ETC	0.00		200			200	0
346	600-810-4561	WATER EXCISE TAX	45,949.07	49,391.95	60,000	30,665.44		60,000	60,000
347	600-810-4705	WATER-RETURNED CHECK ACC	0.00		0	30.00		0	0
348	600-810-4710	REIMBURSEMENTS	8,815.56	855.09	4,500	241.88		4,500	
349	600-810-4730	WATER DEPOSIT	18,830.00	18,850.00	20,000	12,175.00		20,000	18,000
350		WATER OPERATING TOTAL	1,066,771.28	1,176,609.58	1,354,700	727,722.18	-	1,354,700	1,366,000
351									
352	600-910-4830	TRANSFERS IN WATER	0.00	0.00	0	0.00		0	
353		WATER TOTAL	1,066,771.28	1,176,609.58	1,354,700	727,722.18	-	1,354,700	1,366,000
354									
355		SEWER FUND						0	
356	610-815-4300	SEWER INTEREST	13,771.83	29,550.35	7,000	0.00		7,000	7,000
357	610-815-4500	SEWER FEES - WITH TAX	184,913.84	197,217.02	215,000	132,977.80		215,000	225,000
358	610-815-4501	SEWER FEES - NO TAX	688,346.27	759,529.61	865,095	480,292.82		865,095	900,000
359	610-815-4530	PENALTY ON SEWER BILLS	17,047.95	17,854.27	17,000	11,096.42		17,000	17,000
360	610-815-4550	MISC CHARGES FOR SERVICES	25,581.85	23,423.65	20,000	3,658.87		20,000	25,000
361	610-815-4560	SALES TAX COLLECTED	11,779.79	12,449.49	12,000	8,354.46		12,000	14,000
362	610-815-4710	REIMBURSEMENTS	649.55	205.85	600	0.00		600	400
363		SEWER OPERATING TOTAL	942,091.08	1,040,230.24	1,136,695	636,380.37	-	1,136,695	1,188,400
364									
365	615-815-4710	SEWER PLANT REHAB	0.00		0	0.00		0	
366		SEWER TOTAL	0.00		0	0.00		0	
367		SEWER PLANT REHAB TOTAL	-	-	-	-	-	-	0
368									
369	616-910-4830	TRANSFER IN WWTP REHAB	146,675.00	175,000.00	0	0.00	152,088	152,088	154,101
370		WWTP REHAB PRINCIPAL TOT	146,675.00	175,000.00	0	0.00	152,088	152,088	154,101

	A	B	C	D	E	F	G	H	I
1	ACCOUNT #	NAME	FYE 23 Actual	FYE Actual 24	FY 25 Budget	YTD FY 25	Chg For FY 25	FY End Est	NEW FY 26
905		WATER OPERATING FUND							
906	600-810-6010	WATER ADM.SALARIES	299,556.50	351,414.89	372,211	203,723.19		372,211	390,821
907	600-810-6040	OVERTIME		2,802.20	5,000	1,355.74		5,000	5,000
908	600-810-6110	FICA	23,408.71	26,336.53	26,062	15,005.74		26,062	28,005
909	600-810-6130	IPERS	27,664.60	31,945.89	30,982	17,822.82		30,982	32,530
910	600-810-6135	457 B				991.20	1,300	1,300	1,800
911	600-810-6150	HEALTH INSURANCE	129,534.07	149,961.96	170,000	91,554.37		170,000	170,000
912	600-810-6151	LIFE INSURANCE	424.23	601.50	620	245.05		620	650
913	600-810-6160	WORKERS COMPENSATION	9,554.23	12,078.35	12,500	14,484.82	1,985	14,485	28,969
914	600-810-6182	VEHICLE ALLOWANCE	57,000.00					0	0
915	600-810-6220	DUES-MEMBERSHIPS-SUBSCRIP	375.00	460.00	10,000	5,325.00		10,000	10,000
916	600-810-6230	TRAINING & TRAVEL	888.46	1,717.31	2,500	3,397.36	3,000	5,500	2,500
917	600-810-6310	GROUNDS & BLDG REPAIR	9,674.47	15,607.15	7,000	4,553.42		7,000	30,000
918	600-810-6331	VEHICLE/EQUIP REPAIR & MAIN	11,932.50	48,008.79	9,000	2,964.62		9,000	15,000
919	600-810-6333	VEHICLE GAS	11,959.28	11,445.35	12,000	5,599.17		12,000	13,000
920	600-810-6350	WATER MAIN REPAIRS	7,104.46	9,858.41	25,000	31,309.83	20,000	45,000	85,000
921	600-810-6351	WATER SERVICE REPAIRS	6,339.95	16,214.25	8,000	1,978.75		8,000	25,000
922	600-810-6352	WELL & PUMP REPAIR & MAINT.	28,390.55	117,379.25	100,000	10,543.74		100,000	100,000
923	600-810-6353	WELL-PUMP ELECTRIC CONTROL HDW		516.00				0	5,000
924	600-810-6371	ELECTRIC/GAS	85,945.94	76,472.87	95,000	48,486.86		95,000	105,000
925	600-810-6373	PHONE AND RADIOS	6,280.01	7,410.37	6,500	3,703.85		6,500	7,000
926	600-810-6401	ACCTG & AUDITING EXPENSE	6,267.61	7,509.97	7,000	7,032.76	100	7,100	8,000
927	600-810-6402	ADVERTISING & PUBLISHING		496.26	500			500	500
928	600-810-6407	PROFESSIONAL FEES		22.84	500	199.61		500	500
929	600-810-6408	GENERAL INSURANCE	17,313.02	22,159.90	28,808	31,133.24	2,325	31,133	30,000
930	600-810-6413	PERMITS & LICENSES	670.01	1,140.43	800	89.27		800	2,000
931	600-810-6417	WET SALES TAX	46,002.11	45,955.04	46,500	26,898.07		46,500	48,000
932	600-810-6418	SALES TAX PAID	26.21	3,906.95	30	8.82		30	0
933	600-810-6419	COMPUTER MAINTENANCE	8,843.15	14,888.35	10,000	13,737.77	5,000	15,000	15,000
934	600-810-6422	CREDIT/DEBIT CARD EXPENSE	12,272.05	19,028.15	14,000	15,787.92	6,000	20,000	15,000
935	600-810-6430	REFUNDS	1,253.39	240.43	1,500	0		1,500	1,500
936	600-810-6431	IN LIEU OF TAXES	35,000.00	35,000.00	35,000	0		35,000	40,000
937	600-810-6455	WATER DEPST REFUNDS	14,632.24	18,643.41	17,000	10,281.29		17,000	17,000
938	600-810-6489	INSUFFICIENT CK ACCT.	12.84		0	0		0	0
939	600-810-6490	ECONOMIC DEVELOPMENT	15,000.00	15,000.00	7,500	4,375.00		7,500	7,500
940	600-810-6491	TESTING	2,697.50	4,319.75	3,500	10,020.68		3,500	19,000
941	600-810-6492	IOWA ONE CALL	374.25	315.00	600	423.9		600	1,000
942	600-810-6495	MAINT. AGREEMT			0	17,758.00		0	15,000
943	600-810-6501	CHEMICALS	40,000.23	34,969.22	45,000	16,485.00		45,000	40,000
944	600-810-6504	BARRICADE/SIGNAGE	676.40		0	0		0	1,000
945	600-810-6505	METERS	11,347.67	23,295.62	20,000	13,504.07		20,000	25,000

	A	B	C	D	E	F	G	H	I
1	ACCOUNT #	NAME	FYE 23 Actual	FYE Actual 24	FY 25 Budget	YTD FY 25	Chg For FY 25	FY End Est	NEW FY 26
946	600-810-6506	OFFICE SUPPLIES	4,892.07	4,683.04	5,000	1,796.17		5,000	8,000
947	600-810-6507	LOCATING/MARKING SUPPLIES/		349.12	1,000	0		1,000	1,000
948	600-810-6508	POSTAGE	7,902.14	8,069.22	9,000	4,257.45		9,000	9,000
949	600-810-6510	SAFETY	3,105.91	3,019.07	4,000	1,738.79		4,000	10,000
950	600-810-6725	OFFICE EQUIPMENT	490.45	328.51	0	82.86		0	5,000
951	600-810-6780	CAPITAL IMPROVEMENTS	15,491.99	143,112.99	85,000	19,371.67		85,000	
952	600-810-6781	MAIN EXTENSION OR REPLACEN	15,491.99	15,491.99	120,000	0		120,000	
953		WATER OPERATING TOTAL	975,796.19	1,302,176.33	1,354,613	658,027.87	39,710.24	1,394,323.11	1,374,275
954	600-910-6910	TRANSFER OUT WATER	83,294.09	0.00	0	0.00	74,350	74,350	76,450
955		WATER TOTAL	1,059,090.28	1,302,176.33	1,354,612.87	658,027.87	114,060.24	1,468,673.11	1,450,725

	A	B	C	D	E	F	G	H	I
1	ACCOUNT #	NAME	FYE 23 Actual	FYE Actual 24	FY 25 Budget	YTD FY 25	Chg For FY 25	FY End Est	NEW FY 26
957		SEWER OPERATING FUND							
958	610-815-6010	SEWER SALARIES	278,202.20	325,272.33	304,996	157,318.49		304,996	320,245
959	610-815-6040	OVERTIME		1,352.70	5,000	1,380.85		5,000	5,000
960	610-815-6110	FICA	21,150.33	24,533.89	21,422	11,583.87		21,422	21,600
961	610-815-6130	IPERS	23,780.07	27,830.14	25,256	13,444.24		25,256	25,100
962	610-815-6135	457 B				991.2		0	1,800
963	610-815-6150	HEALTH INSURANCE	54,832.80	85,440.66	75,000	36,330.70		75,000	75,000
964	610-815-6151	LIFE INSURANCE	299.51	471.44	495	237.55		495	500
965	610-815-6160	WORKERS COMPENSATION	7,020.14	12,376.34	12,500	9,461.03		12,500	19,000
966	610-815-6220	DUES AND MEMBERSHIPS	238.04	602.29	600			600	1,000
967	610-815-6230	TRAINING & TRAVEL	1,668.63	4,256.09	5,000	2,547.36		5,000	5,000
968	610-815-6310	BLDG REPAIR & MAINT	20,633.61	26,033.79	10,000	14,292.28	7,000	17,000	30,000
969	610-815-6331	VEHICLE & MOTOR REPAIR	2,467.42	4,494.33	4,800	2,388.19		4,800	10,000
970	610-815-6333	VEHICLE GAS	9,706.69	11,051.54	10,000	6,166.56		10,000	12,000
971	610-815-6350	PUMP REPAIRS	10,759.38	28,790.56	40,000	0		40,000	40,000
972	610-815-6351	PROCESS EQUIPMENT	70,141.79	32,109.39	33,600	1,049.25		33,600	33,600
973	610-815-6352	EQUIPMENT MAINTENANCE	21,990.66	19,504.63	5,000	2,611.60		5,000	15,000
974	610-815-6353	SEWER MAIN REPAIRS	1,138.70	796.23	12,000	4,271.09		12,000	15,000
975	610-815-6355	JET TRUCK REPAIRS							15,000
976	610-815-6371	ELECTRIC/GAS	73,482.84	75,839.37	88,000	48,223.52		88,000	85,000
977	610-815-6373	PHONE AND RADIOS	2,880.66	2,879.44	4,000	1,117.61		4,000	3,000
978	610-815-6401	ACCTG & AUDITING EXPENSE	6,267.61	7,509.97	8,000	7,138.18		8,000	8,000
979	610-815-6407	PROFESSIONAL FEES	9,467.20	2,214.68	10,000	1,335.00		10,000	5,000
980	610-815-6408	GENERAL INSURANCE	39,043.62	44,014.13	57,219	61,837.05	4,618	61,837	60,000
981	610-815-6413	PERMITS LICENSES							1,000
982	610-815-6418	SALES TAX PAID	11,780.03	12,421.92	12,000	5,678.55		12,000	9,000
983	610-815-6419	COMPUTER MAINTENANCE	8,785.24	12,840.87	9,600	13,132.02	6,000	15,600	9,600
984	610-815-6422	CREDIT/DEBIT CARD EXPENSE	12,271.91	19,028.00	11,000	15,787.91	9,000	20,000	12,000
985	610-815-6431	IN LIEU OF TAXES	35,000.00	35,000.00	35,000			35,000	40,000
986	610-815-6490	ECONOMIC DEVELOPMENT	15,000.00	15,125.00	7,500	4,375.00		7,500	7,500
987	610-815-6491	TESTING	9,888.32	14,063.70	15,600	8,456.09		15,600	17,000
988	610-815-6492	IOWA ONE CALL	374.25	315.00	600	423.9		600	1,000
989	610-815-6494	O&M REPLACEMENTS							10,000
990	610-815-6495	MAINTENANCE CONTRACTS	9,890.39	12,816.61	21,600	13,975.64		21,600	15,000
991	610-815-6501	CHEMICALS & LAB SUPPLIES	5,504.49	9,946.71	7,000	3,849.55		7,000	10,000
992	610-815-6506	OFFICE SUPPLIES	5,036.78	4,854.16	6,000	2,256.12		6,000	6,000
993	610-815-6508	POSTAGE	9,011.17	9,230.79	11,000	4,530.24		11,000	9,000
994	610-815-6510	SAFETY	1,063.63	2,855.01	2,400	114.37		2,400	4,000
995	610-815-6727	CAPITAL IMPROVEMENTS	2,786.80	83,500.00	10,000	7,317.46		10,000	15,000
996		SEWER TOTAL	781,564.91	969,371.71	882,188.00	463,622.47	26,618.05	908,806.05	971,945
997	610-910-6910	TRANSFER OUT	255,446.00	190,000.00			240,939	240,939	242,952
998		SEWER OPERATING TOTAL	1,037,010.91	1,159,371.71	882,188.00	463,622.47	267,557.05	1,149,745.05	1,214,897

	A	B	C	D	E	F	G	H	I
1	ACCOUNT #	NAME	FYE 23 Actual	FYE Actual 24	FY 25 Budget	YTD FY 25	Chg For FY 25	FY End Est	NEW FY 26
999									
1000	615-815-6470	SEWER PLANT REHAB		0.00				0	
1001		SEWER PLANT REHAB TOTAL	-	-	-	-	-	-	0
1002									
1003	616-815-6801	WWTP REHAB PRINCIPAL	115,000.00	120,000.00	120,000			120,000	125,000
1004	616-815-6851	WWTP REHAB INTEREST	31,675.00	29,662.50	27,563	13,781.25		27,563	25,463
1005	616-815-6898	SERVICE FEES	4,525.00	4,237.50	4,525			4,525	3,638
1006		WWTP REHAB PRINCIPAL TOTAL	151,200.00	153,900.00	152,088	13,781.25	-	152,088.00	154,101
1008	616-910-6910	TRANSFER OUT WWTP REHAB	14,667.50	0.00					
1009		WWTP REHAB PRINCIPAL TOTAL	165,867.50	153,900.00	152,088	13,781.25	-	152,088.00	154,101
1010		SEWER GRAND TOTAL	1,202,878.41	1,313,271.71	1,034,276	477,403.72	267,557.05	1,301,833.05	1,368,998

	A	B	C	D	E	F	G	H	I
1	ACCOUNT #	NAME	FYE 23 Actual	FYE Actual 24	FY 25 Budget	YTD FY 25	Chg For FY 25	FY End Est	NEW FY 26
33	001-410-4470	COUNTY LIBRARY PYMTS	17,820.00	17,820.00	17,820	17,820.00		17,820	17,820
34	001-410-4500	LIBRARY	5,534.60	5,120.75	5,500	16,720.46		5,500	5,500
35		LIBRARY SERVICES TOTAL	23,354.60	22,940.75	23,320	34,540.46	0	23,320	23,320

	A	B	C	D	E	F	G	H	I
1	ACCOUNT #	NAME	FYE 23 Actual	FYE Actual 24	FY 25 Budget	YTD FY 25	Chg For FY 25	FY End Est	NEW FY 26
114	041-410-4705	LIBRARY SINKING FUND	11,223.18	28,525.60	50,000	6,166.91		50,000	75,000
115		LIBRARY SINKING TOTAL	11,223.18	28,525.60	50,000	6,166.91	0	50,000	75,000
116									
117	042-410-4300	LIBRARY MEMORIAL INTEREST	0.00	0.00	0	0.00		0	
118	042-410-4705	LIBRARY MEMORIAL FUND	0.00	0.00	50,000	252,901.85		50,000	100,000
119		LIBRARY MEMORIAL FUND TOT	0.00	0.00	50,000	252,901.85	0	50,000	100,000
120									
121	042-910-4830	TRANSFERS IN & INTERFD LN	626,045.70	0.00	0	0.00		0	
122		LIBRARY MEMORIAL TRANSFER	626,045.70	0.00	0	0.00	0	0	0

	A	B	C	D	E	F	G	H	I
1	ACCOUNT #	NAME	FYE 23 Actual	FYE Actual 24	FY 25 Budget	YTD FY 25	Chg For FY 25	FY End Est	NEW FY 26
498	001-410-6010	LIBRARY SALARY	176,313.52	202,664.14	214,666	116,004.23	(15,000)	199,666	214,106
499	001-410-6020	PART TIME	2,625.00	2,266.00	2,700	1,452.00		2,700	15,000
500	001-410-6230	PROFESSIONAL ADVANCEMENT	121.85	48.24	150	641.35	700	850	500
501	001-410-6310	BLDG MAINT & SUPPLIES	8,306.13	7,347.64	4,000			4,000	10,000
502	001-410-6371	ELECTRIC/GAS	7,934.02	5,945.33	6,000	3,340.41		6,000	10,000
503	001-410-6373	PHONE	2,522.73	2,739.27	1,800	485.97		1,800	1,560
504	001-410-6402	ADVERTISING		219.20	100			100	100
505	001-410-6408	GEN. INSURANCE	9,449.00	12,230.90	15,901	17,183.63	1,282	17,183	16,000
506	001-410-6411	LIBRARY LEGAL FEES	175.00		100			100	250
507	001-410-6419	TECHNOLOGY SERVICES EXPEN	4,956.03	4,050.08	5,000			5,000	7,500
508	001-410-6499	MACHINE MAINTENANCE	3,156.19	1,894.09	2,000			2,000	3,500
509	001-410-6502	JUVENILE/ADULT MATERIALS	8,523.39	1,257.92	4,000	20.00		4,000	10,000
510	001-410-6506	OFFICE SUPPLIES	535.18	1,594.75	550			550	600
511	001-410-6508	POSTAGE	196.85	149.57	100	152.28	200	300	300
512	001-410-6510	SAFETY						0	0
513	001-410-6511	COMPUTER SOFTWARE	1,548.84	348.00	1,000			1,000	2,500
514	001-410-6512	COMPUTER HARDWARE		1,277.98	1,500			1,500	2,500
515	001-410-6523	BOOK PROCESSING SUPPLIES	616.79	251.74	400	143.20		400	500
516	001-410-6524	JUVENILE & ADULT PROGRAMS	1,754.31	1,121.22	1,000			1,000	1,200
517		LIBRARY SERVICES TOTAL	228,734.83	245,406.07	260,967	139,423.07	(12,818)	248,149	296,116

	A	B	C	D	E	F	G	H	I
1	ACCOUNT #	NAME	FYE 23 Actual	FYE Actual 24	FY 25 Budget	YTD FY 25	Chg For FY 25	FY End Est	NEW FY 26
124	043-430-4300	PARK INTEREST	461.53	1,068.39	200	0.00		200	0
125	043-430-4705	PARK IMPROVEMENT FUND	5,310.00	4,000.00	10,000	5,987.56		10,000	0
126		PARK IMPROVEMENT TOTAL	5,771.53	5,068.39	10,200	5,987.56	0	10,200	0

	A	B	C	D	E	F	G	H	I
1	ACCOUNT #	NAME	FYE 23 Actual	FYE Actual 24	FY 25 Budget	YTD FY 25	Chg For FY 25	FY End Est	NEW FY 26
37	001-430-4500	PARK	2,750.00	1,300.00	0	0.00		0	0
38	001-430-4501	PARK USE SPECIAL REQUEST	0.00	150.00	150	0.00		150	150
39		PARKS TOTAL	2,750.00	1,450.00	150	0.00	0	150	150
40									
41	001-431-4330	CONCESSION STAND	201.45	800.00	800	0.00		800	800
42	001-431-4501	POOL	32,380.04	28,113.69	30,000	25,326.09		30,000	32,000
43	001-431-4560	SALES TAX COLLECTED	2,361.81	1,864.52	2,500	1,456.91		2,500	2,000
44		POOL TOTAL	34,943.30	30,778.21	33,300	26,783.00	0	33,300	34,800

	A	B	C	D	E	F	G	H	I
1	ACCOUNT #	NAME	FYE 23 Actual	FYE Actual 24	FY 25 Budget	YTD FY 25	Chg For FY 25	FY End Est	NEW FY 26
196	124-440-4090	LOST RECREATION	46,507.28	41,547.27	36,000	20,489.46	1,500	37,500	37,500
197		LOST-NEW REC PROJECTS TOTA	46,507.28	41,547.27	36,000	20,489.46	1,500	37,500	37,500

	A	B	C	D	E	F	G	H	I
1	ACCOUNT #	NAME	FYE 23 Actual	FYE Actual 24	FY 25 Budget	YTD FY 25	Chg For FY 25	FY End Est	NEW FY 26
519	001-430-6010	PARK SALARIES	54,004.00	68,497.17	59,987	36,669.00		59,987	61,786
520	001-430-6020	SUMMER HELP	9,537.50	10,610.00	23,888	9,822.00		23,888	24,604
521	001-430-6040	OVERTIME		183.76	0	811.76		0	0
522	001-430-6230	TRAINING & TRAVEL	274.22	45.00	300			300	1,000
523	001-430-6310	BLDG MAINT & SUPPLIES	566.20	2,083.37	2,000	1,396.19		2,000	2,000
524	001-430-6331	VEHICLE & EQUIPMENT MAINTENANCE	3,344.09	4,789.38	3,600	2,900.61		3,600	5,000
525	001-430-6333	VEHICLE GAS	7,607.18	6,735.01	7,800	3,622.42		7,800	7,800
526	001-430-6371	ELECTRIC/GAS	6,737.59	8,518.94	7,000	7,292.08	2,000	9,000	10,000
527	001-430-6372	SANITATION CHARGES	2,920.00	2,400.00	3,000	1,480.00		3,000	3,000
528	001-430-6373	PHONE	2,725.18	3,089.50	2,400	2,029.86		2,400	3,000
529	001-430-6402	ADVERTISING & PUBLISHING	61.54	18.82	175			175	175
530	001-430-6408	GENERAL INSURANCE	24,812.23	26,062.89	33,882	36,616.70	2,735	36,617	35,000
531	001-430-6430	PARK USE REFUND		100.00	100			100	0
532	001-430-6504	MINOR EQUIP	192.99	1,242.04	1,500			1,500	2,000
533	001-430-6506	OFFICE SUPPLIES	236.40	2,943.04	1,900	1,433.87		1,900	3,000
534	001-430-6510	SAFETY	336.48	89.00	400			400	400
535	001-430-6525	PARK MAINTENANCE	24,391.96	26,049.58	30,000	7,092.36		30,000	35,000
536		PARKS TOTAL	137,747.56	163,457.50	177,932	111,166.85	4,735	182,667	193,765
537									
538	001-431-6030	POOL SUMMER HELP	33,836.30	38,195.98	45,000	69,017.37	25,000	70,000	75,000
539	001-431-6230	TRAINING/TRAVEL	1,131.28	1,208.28	1,200	2,150.00	1,600	2,800	2,100
540	001-431-6310	BLDG MAINT & SUPPLIES	828.44	10,124.76	2,500	1,098.40		2,500	3,000
541	001-431-6371	ELECTRIC/GAS	12,771.79	9,256.46	16,000	6,697.32		16,000	16,000
542	001-431-6373	PHONE		44.99	0	328.02	500	500	700
543	001-431-6402	ADVERTISING EXPENSE	356.54	18.82	500			500	500
544	001-431-6408	GENERAL INSURANCE	4,018.00	5,210.90	6,775	7,320.98	546	7,321	7,000
545	001-431-6418	SALES TAX PAID	1,931.01	2,284.90	3,000	2,395.94		3,000	3,000
546	001-431-6491	STATE REGISTRATION	105.00	105.00	200			200	300
547	001-431-6501	CHEMICALS	18,925.76	22,297.21	32,000	2,210.70		32,000	32,000
548	001-431-6504	EQUIPMENT	1,043.97	3,518.90	3,000	979.96		3,000	3,000
549	001-431-6506	OFFICE SUPPLIES	164.66	908.54	700	186.48		700	700
550	001-431-6507	MAINTENANCE & REPAIR	483.63	3,122.24	4,000	8,937.60	7,000	11,000	9,000
551	001-431-6510	SAFETY	546.44	606.12	700	538.00		700	700
552	001-431-6518	SWIM SUIT PURCHASES	203.64	635.10	900			900	900
553	001-431-6526	CONCESSION STAND		31.99				0	0
554		POOL TOTAL	76,346.46	97,570.19	116,475	101,860.77	34,646	151,121	153,900

Red Oak Municipal Airport Report

Submitted by Kevin McGrew, Airport Manager

3-14-2025

1. Holding regular monthly Airport Commission meetings at the airport second Friday of every month.
2. Snow removal at the airport went smoothly with no big issues.
3. Planning for the annual Red Oak Ambassador Flight Breakfast.
4. Will attend yearly Iowa Public Airport Association (IPAA) conference in Okoboji, Iowa, on April 16th.
5. Will host one session of the Red Oak Leadership class on April 24th.
6. Coordinating with IDOT for airport registration and inspection.
7. Updated all aircraft on the FAA National Based Aircraft Inventory Program.
8. Preparing all needed equipment for spring and summer mowing.
9. Prepared airport budget for the fiscal year 2026.
10. Airport Commission and engineering firm have finalized and have posted plans and specifications and requested bids for a new 6-bay hangar. Bids will be opened March 18th and discussed at the March 21st regular Airport Commission meeting with possible awarding of contract. No work may start until final release of funds by the FAA, possibly September of 2025 or April of 2026.

Memorandum

March 17, 2025 Agenda City Administrator Six-Month Review

The City Council recently conducted a six-month performance review for me as City Administrator, as stipulated in my employment contract dated August 20, 2024, in Section 5. . . This review process involved feedback from the Mayor, City Council, Department Heads, and City Hall employees, all of whom had the opportunity to provide input on my performance. The Mayor, Mayor Pro-Tem Tim Fridolph and Sharon Bradley reviewed all the completed assessments and compiled a summary. The Council will review the results.

The Council will adjourn into closed session as allowed by Iowa State Code Chapter 21, which allows me, as an employee, to request that the City Council hold the review in closed session to discuss performance.

One provision in the contract, as outlined in Section 5, is that I am eligible for additional compensation following a satisfactory six-month review. Based on the feedback received and the evaluation of my performance, the City Council will decide whether to grant a salary increase, the amount of which will be determined and approved in the resolution.

If any changes are approved, it will be done in open session after the closed session with Resolution 2025-29.

RESOLUTION NO. 2025-29
A RESOLUTION APPROVING A SIX-MONTH REVIEW AND COMPENSATION
ADJUSTMENT FOR CITY ADMINISTRATOR LISA A. KOTTER

WHEREAS, in the employment contract dated August 20, 2024, with City Administrator Lisa A. Kotter, it was agreed in Section 5 of the agreement that she would undergo a six-month review of her performance; and

WHEREAS, the Mayor, City Council, Department Heads, and City Hall employees were all afforded the opportunity to provide feedback regarding Ms. Kotter's performance as City Administrator; and

WHEREAS, the City Council, in accordance with State law, Ms. Kotter requested a closed session be held pursuant to Iowa State Code Chapter 21 to discuss her performance, and so the City Council met in closed session on March 17, 2025 to review the feedback and evaluate Ms. Kotter's performance; and

WHEREAS, one provision in the employment agreement Section 5 stipulates that Ms. Kotter is subject to additional compensation after a satisfactory six-month review;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RED OAK, IOWA, that following the review and evaluation of City Administrator Lisa A. Kotter's performance, the City Council has decided to grant Ms. Kotter a salary increase in the amount of [_____], effective March 23, 2025.

ADOPTED this 17th day of March, 2025 by the City Council of the City of Red Oak, Iowa.

Shawna Silvius, Mayor

ATTEST

Ashley Wilson, City Clerk