

**CITY OF HAWARDEN
REGULAR CITY COUNCIL MEETING AGENDA
Hawarden City Hall – Council Chambers Room
Wednesday, May 13, 2020 at 5:30 p.m.**

Standard Agenda Items

- 1a. Approval of April 22, 2020 Council Meeting Minutes**
- 1b. Approval of May 13, 2020 Claims for Payment**
- 1c. Open business from the Community (limited to a maximum of 5 minutes per item).**
- 2a. Mayor's Report**
- 2b. Staff Reports/Discussion**
- 2c. Council Comments**

Other Agenda Items

- 3. Gas Rate Study Presentation – Dave Berg**
- 4. Approval of Pay Request Number 8 to Hoogendoorn Construction Inc for the Wastewater Facility Improvement Project.**
- 5. Approval of Pay Request to Knife River for the Downtown Street Overlay Project.**
- 6. Approval of Final Pay Request to Watts Electric Company for the North Transmission Line**
- 7. Presentation of FY2020 Budget Amendment and Set Public Hearing on Budget Amendment for May 27, 2020 and Publish Public Hearing Notice.**
- 8. Resolution 2020-24, A Resolution setting the date for a public hearing on proposal to enter into an amended Sewer Revenue Loan and Disbursement Agreement and to borrow money thereunder in a principal amount not to exceed \$3,810,000.**
- 9. Approval of Fiscal Sponsorship of the Hawarden Community Dinner for the Hawarden Community Foundation Grant.**
- 10. Resolution 2020-25, A Resolution of the City of Hawarden acknowledging the Satisfaction and Releasing of Option to Buy Back the Property.**
- 11. Discussion of Future Use of the Community Center and Swimming Pool for 2020.**
- 12. Consent Agenda:**
- 13. Adjournment**

Next regular council meeting May 27, 2020

City of Hawarden

Public Meeting Procedures

These Procedural rules are to provide for the orderly conduct of City business by the City Council, with the objective of providing for full, open and comprehensive debate of issues brought before the body for action in a forum open to the public, and which encourages citizens' awareness of City Council activities. These procedures do not increase or diminish the existing powers or authority of the Mayor or City Council members, but is intended merely to serve as a general set of guidelines to assist the governmental body in conducting City business.

House Rules:

- No food or drink other than bottled water may be brought into the Council Chambers.
- Cell phones and pagers should be silenced in the Council Chambers.
- Signs and placards are not permitted in the Council Chambers.

Citizens' Right To Be Heard:

It is the Council's goal that citizens resolve their complaints for service or regarding employees' performance at the staff level. However, it is recognized that citizens may from time to time believe it is necessary to speak to City Council on matters of concern. Accordingly, City Council expects any citizen to speak in a civil manner, with due respect for the decorum of the meeting, and with respect for all persons attending.

- No member of the public shall be heard until recognized by the presiding officer.
- Public comments will only be heard during the Public Comment portion of the meeting unless the issue is a Public Hearing.
- Speakers must stand at the dais and speak into the microphone, unless unable to do so, and state your name and address for the record.
- Any citizen requesting to speak shall limit himself or herself to matters of fact regarding the issue of concern.
- Comments should be limited to five (5) minutes unless prior approval by the presiding officer.
- If a representative is elected to speak for a group, the presiding officer may approve an increased time allotment.
- Personal attacks made publicly toward any citizen or city employee are not allowed. Citizens are encouraged to bring their complaints regarding employee performance through the supervisory chain of command in accordance with the City's Personnel policies.
- Any member of the public interrupting City Council proceedings, approaching the dais without permission, otherwise creating a disturbance, or failing to abide by these rules of procedure in addressing the City Council, shall be deemed to have disrupted a public meeting and, at the direction of the presiding officer, shall be removed from the Council Chambers by Police Department personnel or other agent designated by the City Council or City Administrator.

**UNAPPROVED MINUTES REGULAR CITY COUNCIL MEETING
HAWARDEN CITY HALL – COUNCIL CHAMBERS
Wednesday, April 22, 2020 at 5:30 p.m.**

The Council Meeting was called to order at 5:35 p.m.

Present: Mayor Porter; Council Members: Bergsma, Klocke, Feldhacker, Kurth, Olson

Absent: None

Staff Present: Mike DeBruin, City Administrator/City Clerk; Travis Waterman, Public Works Director; Jim Pickner, City Attorney.

Absent: Jacob Stoner, Finance Officer; Larry Cope, Economic Development Director; Corey Utech, Chief of Police.

Standard Agenda Items

1a. Approval of April 8, 2020 Regular Council Meeting and Planning Session Minutes.

Moved by Olson/Feldhacker to approve.

Motion carried 5-0.

1b. Approval of April 22, 2020 Claims for Payment.

Moved by Kurth/Feldhacker to approve.

Motion carried 5-0.

1c. No Open Business from the Community was held.

2a. Mayor's Report was given.

2b. Staff Reports were given.

2c. No Council Comments were given.

Agenda Items

Item 3. Water Rate Study Presentation – Missouri River Energy

Presentation given.

Item 4. a. Public Hearing on Proposed Plans and Specifications, Proposed Form of Contract, and Estimated Cost for the Annual Seal Coating and Work Incidental Thereto, In and for the City of Hawarden, Iowa and taking bids for such construction.

b. Resolution 2020-22, A Resolution Approving Proposed Drawings and Specifications Proposed, Form of Contract, and Estimate of Cost for the Annual Seal Coating Project for the City of Hawarden, Iowa.

Moved by Olson/Feldhacker to approve.

Aye: Bergsma, Klocke, Olson, Kurth, Feldhacker

Nay: None

Motion carried 5-0.

Item 5. a. Presentation by Jayson Pullman, Hawarden Regional Health.

b. Resolution 2020-23, A Resolution of Authority for Execution of Application and Application for Payroll Protection Program Loan and/or Grant and Other Assistance Available Under the Federal Cares Act.

Moved by Olson/Bergsma to approve.

Aye: Olson, Klocke, Feldhacker, Bergsma, Kurth

Nay: None

Motion carried 5-0.

Item 6. Consent Agenda: None

Item 7. Adjournment.

The next regular City Council Meeting will be Wednesday, May 13, 2020 @ 5:30 p.m.

Moved by Kurth/Feldhacker to adjourn. Motion carried 5-0. Meeting adjourned at 6:28 p.m.

ATTEST:

Ricard R. Porter, Mayor

Michael De Bruin, City Administrator/City Clerk

**CITY OF HAWARDEN
COUNCIL MEETING
MAY 13, 2020**

DATE	CHECK NO	VENDOR NAME	REFERENCE	TOTAL
4/23/2020	55704	COUNSEL	LIB COPIER/PRINTER 2 MO.	\$ 84.14
4/23/2020	55705	gWORKS	1099 & W2 SUPPLIES GENADM	\$ 188.35
4/27/2020	55706	GREATAMERICA FINANCIAL SVCS	LIB COPIER LEASE	\$ 58.14
4/28/2020	55707	PICKNER LAW OFFICE PC	LOT PURCHASE 708 10TH ST	\$ 73,885.33
5/1/2020	55708 thru	PAYROLL		
5/1/2020	55711	PAYROLL		
5/1/2020	55712	FLEX PLAN	URM/FLEX PLAN	\$ 1,013.74
5/1/2020	55713	SIOUX COUNTY SHERIFF	GARNISHMENTS	\$ 86.31
5/1/2020	55714	CITY OF HAWARDEN	VOID	\$ -
5/1/2020	55715	CITY OF HAWARDEN	SELF-INS-FAM	\$ 740.00
5/4/2020	55716	VISA	VOID	\$ -
5/4/2020	55717	VISA	MAILBOX CC	\$ 2,720.68
5/13/2020	55718	ADAMS CABLE EQUIPMENT INC	SUPPLIES	\$ 625.50
5/13/2020	55719	ALPHA WIRELESS	REPAIR RADIO	\$ 441.75
5/13/2020	55720	ANCERLY HOSTING	WEB HOSTING	\$ 100.00
5/13/2020	55721	BIERSCHBACH EQUIPMENT	CC CONCRETE SEAMLESS TUBES	\$ 908.80
5/13/2020	55722	BOMGAARS	VOID	\$ -
5/13/2020	55723	BOMGAARS	SUPPLIES	\$ 1,351.56
5/13/2020	55724	BOOTH PHARMACY INC	ENVELOPES	\$ 21.95
5/13/2020	55725	BORDER STATES INDUSTRIES INC	SUPPLIES	\$ 5,517.32
5/13/2020	55726	BOUND TREE MEDICAL LLC	SUPPLIES	\$ 223.58
5/13/2020	55727	CATALYST IT	SERVICES	\$ 1,972.00
5/13/2020	55728	CENTRAL PARTS & SUPPLY	VOID	\$ -
5/13/2020	55729	CENTRAL PARTS & SUPPLY	BACKHOE BATTERY	\$ 474.48
5/13/2020	55730	CITY OF HAWARDEN	FRANCHISE FEE HITEC	\$ 5,748.82
5/13/2020	55731	CONCRETE MATERIALS	COLD MIX	\$ 3,543.54
5/13/2020	55732	CONSORTIA CONSULTING	SERVICE	\$ 1,800.00
5/13/2020	55733	COOPERATIVE FARMERS ELEVATOR	CHEMICALS	\$ 591.90
5/13/2020	55734	CULLIGAN WATER CONDITIONING	SUPPLIES	\$ 31.25
5/13/2020	55735	DGR ENGINEERING	PROF SERVICES	\$ 15,754.65
5/13/2020	55736	DIAMOND VOGEL & WAX CO	PAINT	\$ 713.15
5/13/2020	55737	DIGI-KEY ELECTRONICS	SUPPLIES	\$ 242.76
5/13/2020	55738	RICK OR SHELLY DRIESEN	AC/FURNACE REBATE	\$ 450.00
5/13/2020	55739	ERICSON AUTO BODY	VEHICLE MAINT	\$ 317.90
5/13/2020	55740	GROEBNER	SUPPLIES	\$ 10,668.63
5/13/2020	55741	HAWARDEN CHAMBER	SPONSORSHIP #1 STIMULUS	\$ 1,000.00
5/13/2020	55742	HAWARDEN REGIONAL HEALTHCARE	LOCAL OPTION SALES TAX	\$ 26,450.44
5/13/2020	55743	HAWARDEN SENIOR CITIZEN CENTER	RENT	\$ 250.00
5/13/2020	55744	HAWKEYE ADJUSTMENT	VOID	\$ -
5/13/2020	55745	HAWKEYE ADJUSTMENT	COLLECTIONS	\$ 408.46
5/13/2020	55746	HITEC	PHONE SVC	\$ 810.26
5/13/2020	55747	HOOGENDOORN CONSTRUCTION	WSTWA FACILITY UPGRADE	\$ 369,591.80

DATE	CHECK NO	VENDOR NAME	REFERENCE	TOTAL
5/13/2020	55748	MARY HULLEMAN	PD RETIREMENT BENEFIT	\$ 508.13
5/13/2020	55749	IOWA DOT	SALT	\$ 560.74
5/13/2020	55750	IOWA INFORMATION INC	ADVERTISING	\$ 72.85
5/13/2020	55751	IOWA ONE CALL	EMAIL LOCATES	\$ 43.20
5/13/2020	55752	IOWA PRISON INDUSTRIES	SIGNS	\$ 233.86
5/13/2020	55753	JACKSON-HIRSH INC	LAMINATOR	\$ 199.00
5/13/2020	55754	JEFFS RADIATOR & REPAIRS	VEHICLE MAINT	\$ 1,680.03
5/13/2020	55755	JEO CONSULTING GROUP INC	POOL SANDFILTER	\$ 2,375.00
5/13/2020	55756	JOHN R. ANDERSON TRUCKING	SNOW REMOVAL	\$ 268.45
5/13/2020	55757	KNIFE RIVER MIDWEST LLC	MAIN ST RESURFACE	\$ 213,639.71
5/13/2020	55758	L.G. EVERIST INC	SUPPLIES	\$ 183.28
5/13/2020	55759	LYNOTT IMPLEMENT INC	SUPPLIES	\$ 374.61
5/13/2020	55760	MANGOLD ENVIRONMENTAL	LAB FEES	\$ 485.00
5/13/2020	55761	MIDWEST ALARM COMPANY INC	FIRE ALARM TESTING	\$ 312.75
5/13/2020	55762	NATIONAL CABLE TELEVISION	TV PROGRAMMING COST	\$ 26,648.29
5/13/2020	55763	NORTHWEST IOWA COMM COLLEGE	CC REFUND/TRAINING	\$ 190.00
5/13/2020	55764	NO STREAKING INC	WINDOW CLEANING	\$ 530.00
5/13/2020	55765	NORTH WEST REC	WELL POWER	\$ 27.00
5/13/2020	55766	O.C. SANITATION INC	GARBAGE COLLECTION	\$ 14,151.00
5/13/2020	55767	OLSONS PEST TECHNICIANS	PEST CONTROL	\$ 303.43
5/13/2020	55768	PICKNER LAW OFFICE PC	LEGAL FEES	\$ 700.00
5/13/2020	55769	PLUMBING & HEATING WHSL	SUPPLIES	\$ 299.97
5/13/2020	55770	POWERPLAN	SUPPLIES	\$ 60.95
5/13/2020	55771	PREMIER COMMUNICATIONS	T1 SERVICE	\$ 423.56
5/13/2020	55772	QUADIENT FINANCE USA INC	POSTAGE	\$ 4,000.00
5/13/2020	55773	RESCO	SOUTH FEEDER BOX PAD	\$ 2,695.00
5/13/2020	55774	SCHOENEMAN BROS CO	FIBERGLASS REBAR	\$ 50.32
5/13/2020	55775	SIOUX COMMERCIAL SWEEPING INC	MAIN ST LAYOUT & STRIPING	\$ 4,473.45
5/13/2020	55776	SIOUXLAND DISTRICT HEALTH DEPT	LAB FEES	\$ 25.00
5/13/2020	55777	SRC OVERHEAD DOORS	REPAIR GARAGE DOOR	\$ 342.00
5/13/2020	55778	SUNSHINE FOODS	SUPPLIES	\$ 56.60
5/13/2020	55779	TRANSOURCE	SWEEPER	\$ 2,162.00
5/13/2020	55780	UNITED PARCEL SERVICE	SHIPPING	\$ 152.10
5/13/2020	55781	USA BLUEBOOK	CONCRETE PATCH	\$ 1,137.52
5/13/2020	55782	UTILITY EQUIPMENT COMPANY	SUPPLIES	\$ 2,532.23
5/13/2020	55783	SHARON VAN NOORT	HITEC REFUND	\$ 10.01
5/13/2020	55784	VERIZON	CELL SVC	\$ 146.56
5/13/2020	55785	WATTS ELECTRIC COMPANY	TRANSMISSION LINE	\$ 44,808.42
5/8/2020	55786	COUNSEL	LIB COPIER	\$ 44.00
5/8/2020	55787	JULIE COYLE	LIB PROGRAM SUPPLIES REIMBURSI	\$ 54.41
5/8/2020	55788	GREATAMERICA FINANCIAL SVCS	LIB COPIER PAYMENT	\$ 58.14
5/8/2020	55789	HAWARDEN CHAMBER AND	LIB SCRIP PRIZES NATL LIB WEEK	\$ 25.00
5/8/2020	55790	PETTY CASH	LIB POSTAGE	\$ 128.25
5/8/2020	55791	HITEC	LIB TELEPHONE	\$ 80.67
5/8/2020	55792	IOWA COMMUNICATIONS NETWORK	LIB LONG DISTANCE	\$ 5.21
5/8/2020	55793	IOWA HISTORY JOURNAL	LIB 1YR RENEWAL	\$ 18.95

DATE	CHECK NO	VENDOR NAME	REFERENCE	TOTAL
5/8/2020	55794	JCL SOLUTIONS	LIB CLEANING SUPPLIES	\$ 216.90
5/8/2020	55795	NO STREAKING INC	LIB WINDOW CLEANING	\$ 47.00
5/8/2020	55796	OLSONS PEST TECHNICIANS	LIB PEST CONTROL	\$ 90.00
5/8/2020	55797	STATE HISTORICAL SOCIETY OF IA	LIB 1YR RENEWAL	\$ 24.95
5/8/2020	55798	VISA	LIB GOOGLE SUITE	\$ 12.84
4/27/2020	11141279	TREASURER STATE OF IOWA	SALES TAX	\$ 11,005.00
4/27/2020	11141280	TREASURER STATE OF IOWA	WATER SVC EXCISE TAX	\$ 1,461.00
4/28/2020	11141281	TREASURER STATE OF IOWA	USE TAX	\$ 865.00
4/28/2020	11141282	VOID	VOID	\$ -
4/27/2020	11141283	EFTPS	FED/FICA TAX	\$ 1,164.19
3/19/2020	11141284	WELLMARK	CLAIM PERIOD CORRECTION	
5/1/2020	11141285	IVY FUNDS	457- W&R	\$ 50.00
5/1/2020	11141286	EFTPS	FED/FICA TAX	\$ 12,933.12
5/13/2020	11141287	USAC	USAC FEES	\$ 1,308.06
5/13/2020	11141288	CLAYTON ENERGY CORPORATION	GAS PURCHASE	\$ 7,569.35
5/1/2020	11141289	DEARBORN NATIONAL	LIFE INS	\$ 279.47
5/13/2020	11141290	PEOPLES BANK	BILLING CHGES & FEES	\$ 40.00
5/13/2020	11141291	PEFA INC	GAS PURCHASE	\$ 5,054.40
5/13/2020	11141292	CASEY'S BUSINESS MASTERCARD	FUEL	\$ 355.10
				=====
Accounts Payable Total				\$ 898,540.22
Payroll Checks				\$ 41,318.93
				=====
Report Total				\$ 939,859.15
				=====

**CITY OF HAWARDEN
COUNCIL MEETING
MAY 13, 2020**

DATE	CHECK NO	VENDOR NAME	INVOICE DESCRIPTION	INVOICE AMT	TOTAL
4/23/2020	55704	COUNSEL	COPIER/PRINTER 2 MO.	\$	84.14
4/23/2020	55705	gWORKS	1099 & W2 SUPPLIES GENADM	\$	188.35
4/27/2020	55706	GREATAMERICA FINANCIAL SVCS	LIB COPIER LEASE	\$	58.14
4/28/2020	55707	PICKNER LAW OFFICE PC	LOT PURCHASE 708 10TH ST	\$	73,885.33
5/1/2020	55708 thru	PAYROLL			
5/1/2020	55711	PAYROLL			
5/1/2020	55712	FLEX PLAN	URM/FLEX PLAN	\$	1,013.74
5/1/2020	55713	SIOUX COUNTY SHERIFF	GARNISHMENTS	\$	86.31
5/1/2020	55715	CITY OF HAWARDEN	SELF-INS-FAM	\$	740.00
5/4/2020	55717	VISA	SPRAY BOTTLES GENDADM	\$ 25.95	
5/4/2020	55717	VISA	LIB AMAZON PRIME MEMBERSHIP	\$ 249.68	
5/4/2020	55717	VISA	MAILBOX CC	\$ 2,322.00	
5/4/2020	55717	VISA	WELDING CLASS MM GAS	\$ 123.05	\$ 2,720.68
5/13/2020	55718	ADAMS CABLE EQUIPMENT INC	SUPPLIES INT	\$	625.50
5/13/2020	55719	ALPHA WIRELESS	REPAIR RADIO AMB	\$ 272.75	
5/13/2020	55719	ALPHA WIRELESS	REPAIR RADIO AMB	\$ 139.00	
5/13/2020	55719	ALPHA WIRELESS	REPAIR RADIO FIRE	\$ 30.00	\$ 441.75
5/13/2020	55720	ANCERLY HOSTING	WEB HOSTING TUA	\$	100.00
5/13/2020	55721	BIERSCHBACH EQUIPMENT	CC CONCRETE SEAMLESS TUBES	\$	908.80
5/13/2020	55723	BOMGAARS	SUPPLIES WSTWA	\$	1,351.56
5/13/2020	55724	BOOTH PHARMACY INC	ENVELOPES GENADM	\$	21.95
5/13/2020	55725	BORDER STATES INDUSTRIES INC	SUPPLIES EL	\$ 1,206.00	
5/13/2020	55725	BORDER STATES INDUSTRIES INC	4/0 TRIPLEX URD EL	\$ 2,542.00	
5/13/2020	55725	BORDER STATES INDUSTRIES INC	BULB & PHOTOEYES EL	\$ 807.08	
5/13/2020	55725	BORDER STATES INDUSTRIES INC	REFRACTOR LENS EL	\$ 100.50	
5/13/2020	55725	BORDER STATES INDUSTRIES INC	CONDUIT EL	\$ 586.00	
5/13/2020	55725	BORDER STATES INDUSTRIES INC	CONDUIT PVC EL	\$ 90.38	
5/13/2020	55725	BORDER STATES INDUSTRIES INC	TRANSMITTER CBL EL	\$ 185.36	\$ 5,517.32
5/13/2020	55726	BOUND TREE MEDICAL LLC	SUPPLIES AMB	\$	223.58

DATE	CHECK NO	VENDOR NAME	INVOICE DESCRIPTION	INVOICE AMT	TOTAL
5/13/2020	55727	CATALYST IT	SERVICES CBL/INT		\$ 1,972.00
5/13/2020	55728	CENTRAL PARTS & SUPPLY	VOID		\$ -
5/13/2020	55729	CENTRAL PARTS & SUPPLY	REFUND	\$ (17.42)	
5/13/2020	55729	CENTRAL PARTS & SUPPLY	GRINDING WHEELS ST	\$ 43.81	
5/13/2020	55729	CENTRAL PARTS & SUPPLY	LUBE FILTER ST	\$ 17.20	
5/13/2020	55729	CENTRAL PARTS & SUPPLY	SUPPLIES ST	\$ 31.13	
5/13/2020	55729	CENTRAL PARTS & SUPPLY	BULB FIRE	\$ 16.50	
5/13/2020	55729	CENTRAL PARTS & SUPPLY	BACKHOE BATTERY EL	\$ 282.58	
5/13/2020	55729	CENTRAL PARTS & SUPPLY	REFUND	\$ (46.00)	
5/13/2020	55729	CENTRAL PARTS & SUPPLY	BRAKE FLUID/PB BLASTER ST	\$ 64.84	
5/13/2020	55729	CENTRAL PARTS & SUPPLY	TOWELS ST	\$ 81.84	\$ 474.48
5/13/2020	55730	CITY OF HAWARDEN	L.HAMMRICH HITEC TO UB REFUND	\$ 25.43	
5/13/2020	55730	CITY OF HAWARDEN	J.BREUGEM HITEC TO UB REFUND	\$ 96.87	
5/13/2020	55730	CITY OF HAWARDEN	P.KARR HITEC TO UB REFUND	\$ 38.35	
5/13/2020	55730	CITY OF HAWARDEN	C.KLUVER HITEC TO UB REFUND	\$ 19.03	
5/13/2020	55730	CITY OF HAWARDEN	M.MARIENAU HITEC TO UB REFUND	\$ 27.52	
5/13/2020	55730	CITY OF HAWARDEN	RWESTERGUARD CC TO UB REFUND	\$ 175.00	
5/13/2020	55730	CITY OF HAWARDEN	FRANCHISE FEE HITEC	\$ 5,366.62	\$ 5,748.82
5/13/2020	55731	CONCRETE MATERIALS	COLD MIX RUT		\$ 3,543.54
5/13/2020	55732	CONSORTIA CONSULTING	SERVICE CBL		\$ 1,800.00
5/13/2020	55733	COOPERATIVE FARMERS ELEVATOR	CHEMICALS ST		\$ 591.90
5/13/2020	55734	CULLIGAN WATER CONDITIONING	SUPPLIES GENADM		\$ 31.25
5/13/2020	55735	DGR ENGINEERING	TRANSMISSION LINE	\$ 356.00	
5/13/2020	55735	DGR ENGINEERING	SOUTH CIRUIT PLAN & PREP	\$ 4,516.00	
5/13/2020	55735	DGR ENGINEERING	GIS DEV ONLINE SITE SETUP	\$ 261.00	
5/13/2020	55735	DGR ENGINEERING	WSTWA TREATMENT IMPROV	\$ 7,891.60	
5/13/2020	55735	DGR ENGINEERING	DIVERSION CHANNEL UTIL X'ING	\$ 2,730.05	\$ 15,754.65
5/13/2020	55736	DIAMOND VOGEL & WAX CO	PAINT WA		\$ 713.15
5/13/2020	55737	DIGI-KEY ELECTRONICS	SUPPLIES PH		\$ 242.76
5/13/2020	55738	RICK OR SHELLY DRIESEN	AC REBATE EL		\$ 450.00
5/13/2020	55739	ERICSON AUTO BODY	TIRES WSTWA RANGER	\$ 248.90	
5/13/2020	55739	ERICSON AUTO BODY	OIL CHG GENADM	\$ 49.00	
5/13/2020	55739	ERICSON AUTO BODY	LAB FEES WSTWA	\$ 20.00	\$ 317.90

DATE	CHECK NO	VENDOR NAME	INVOICE DESCRIPTION	INVOICE AMT	TOTAL
5/13/2020	55740	GROEBNER	SUPPLIES GAS	\$ 1,287.07	
5/13/2020	55740	GROEBNER	SUPPLIES GAS	\$ 583.12	
5/13/2020	55740	GROEBNER	SUPPLIES GAS	\$ 8,798.44	\$ 10,668.63
5/13/2020	55741	HAWARDEN CHAMBER AND	SPONSORSHIP #1 STIMULUS BUCKS		\$ 1,000.00
5/13/2020	55742	HAWARDEN REGIONAL HEALTHCARE	LOST APRIL 2020		\$ 26,450.44
5/13/2020	55743	HAWARDEN SENIOR CITIZEN CENTER	RENT		\$ 250.00
5/13/2020	55744	HAWKEYE ADJUSTMENT	VOID		\$ -
5/13/2020	55745	HAWKEYE ADJUSTMENT	COLLECTIONS		\$ 408.46
5/13/2020	55746	HITEC	PHONE SVC GENADM		\$ 810.26
5/13/2020	55747	HOOGENDOORN CONSTRUCTION	WSTWA FACILITY UPGRADE PAY 8		\$ 369,591.80
5/13/2020	55748	MARY HULLEMAN	PD RETIREMENT BENEFIT		\$ 508.13
5/13/2020	55749	IOWA DOT	SALT ST		\$ 560.74
5/13/2020	55750	IOWA INFORMATION INC	DOWNTOWN SEAL COAT PROJECT	\$ 23.85	
5/13/2020	55750	IOWA INFORMATION INC	MAINSTREET AD COM&ECON	\$ 49.00	\$ 72.85
5/13/2020	55751	IOWA ONE CALL	EMAIL LOCATES		\$ 43.20
5/13/2020	55752	IOWA PRISON INDUSTRIES	SIGNS ST		\$ 233.86
5/13/2020	55753	JACKSON-HIRSH INC	LAMINATOR GENADM		\$ 199.00
5/13/2020	55754	JEFFS RADIATOR & REPAIRS	VEHICLE MAINT PD	\$ 42.95	
5/13/2020	55754	JEFFS RADIATOR & REPAIRS	VEHICLE MAINT PD	\$ 464.70	
5/13/2020	55754	JEFFS RADIATOR & REPAIRS	VEHICLE MAINT AMB	\$ 49.95	
5/13/2020	55754	JEFFS RADIATOR & REPAIRS	VEHICLE MAINT PD	\$ 42.95	
5/13/2020	55754	JEFFS RADIATOR & REPAIRS	VEHICLE MAINT FIRE	\$ 620.00	
5/13/2020	55754	JEFFS RADIATOR & REPAIRS	VEHICLE MAINT FIRE	\$ 151.03	
5/13/2020	55754	JEFFS RADIATOR & REPAIRS	VEHICLE MAINT FIRE	\$ 42.95	
5/13/2020	55754	JEFFS RADIATOR & REPAIRS	VEHICLE MAINT FIRE	\$ 40.31	
5/13/2020	55754	JEFFS RADIATOR & REPAIRS	VEHICLE MAINT FIRE	\$ 225.19	\$ 1,680.03
5/13/2020	55755	JEO CONSULTING GROUP INC	POOL SANDFILTER		\$ 2,375.00
5/13/2020	55756	JOHN R. ANDERSON TRUCKING	SNOW REMOVAL RUT		\$ 268.45
5/13/2020	55757	KNIFE RIVER MIDWEST LLC	MAIN ST RESURFACE		\$ 213,639.71
5/13/2020	55758	L.G. EVERIST INC	SUPPLIES EL		\$ 183.28
5/13/2020	55759	LYNOTT IMPLEMENT INC	OIL FILTER CEM	\$ 73.02	
5/13/2020	55759	LYNOTT IMPLEMENT INC	OIL CEM	\$ 104.40	
5/13/2020	55759	LYNOTT IMPLEMENT INC	SUPPLIES CEM	\$ 197.19	\$ 374.61

DATE	CHECK NO	VENDOR NAME	INVOICE DESCRIPTION	INVOICE AMT	TOTAL
5/13/2020	55760	MANGOLD ENVIRONMENTAL	LAB FEES WSTWA		\$ 485.00
5/13/2020	55761	MIDWEST ALARM COMPANY INC	FIRE ALARM TESTING PH	\$ 225.00	
5/13/2020	55761	MIDWEST ALARM COMPANY INC	FIRE/SECURITY ALARM PH	\$ 87.75	\$ 312.75
5/13/2020	55762	NATIONAL CABLE TELEVISION	TV PROGRAMMING COST		\$ 26,648.29
5/13/2020	55763	NORTHWEST IOWA COMM COLLEGE	CC REFUND MAY 7 & 8	\$ 150.00	
5/13/2020	55763	NORTHWEST IOWA COMM COLLEGE	TRAINING AMB	\$ 40.00	\$ 190.00
5/13/2020	55764	NO STREAKING INC	WINDOW CLEANING GENADM		\$ 530.00
5/13/2020	55765	NORTH WEST REC	WELL POWER WA		\$ 27.00
5/13/2020	55766	O.C. SANITATION INC	GARBAGE COLLECTION APRIL		\$ 14,151.00
5/13/2020	55767	OLSONS PEST TECHNICIANS	PEST CONTROL GENADM	\$ 103.00	
5/13/2020	55767	OLSONS PEST TECHNICIANS	PEST CONTROL POOL	\$ 39.00	
5/13/2020	55767	OLSONS PEST TECHNICIANS	PEST CONTROL PARK	\$ 41.43	
5/13/2020	55767	OLSONS PEST TECHNICIANS	PEST CONTROL WA	\$ 120.00	\$ 303.43
5/13/2020	55768	PICKNER LAW OFFICE PC	LEGAL FEES MAY		\$ 700.00
5/13/2020	55769	PLUMBING & HEATING WHSL	SUPPLIES CEM		\$ 299.97
5/13/2020	55770	POWERPLAN	SUPPLIES ST		\$ 60.95
5/13/2020	55771	PREMIER COMMUNICATIONS	T1 SERVICE	\$ 372.62	
5/13/2020	55771	PREMIER COMMUNICATIONS	FAX LINE	\$ 50.94	\$ 423.56
5/13/2020	55772	QUADIENT FINANCE USA INC	POSTAGE EL		\$ 4,000.00
5/13/2020	55773	RESCO	SOUTH FEEDER BOX PAD	\$ 980.00	
5/13/2020	55773	RESCO	SOUTH FEEDER BOX PAD	\$ 1,715.00	\$ 2,695.00
5/13/2020	55774	SCHOENEMAN BROS CO	DOORSWEEP GENADM	\$ 17.38	
5/13/2020	55774	SCHOENEMAN BROS CO	FIBERGLASS REBAR ST	\$ 32.94	\$ 50.32
5/13/2020	55775	SIOUX COMMERCIAL SWEEPING INC	MAIN ST LAYOUT & STRIPING		\$ 4,473.45
5/13/2020	55776	SIOUXLAND DISTRICT HEALTH DEPT	LAB FEES WA		\$ 25.00
5/13/2020	55777	SRC OVERHEAD DOORS	REPAIR GARAGE DOOR ST		\$ 342.00
5/13/2020	55778	SUNSHINE FOODS	SUPPLIES ST		\$ 56.60
5/13/2020	55779	TRANSOURCE	SWEEPER ST		\$ 2,162.00
5/13/2020	55780	UNITED PARCEL SERVICE	SHIPPING CBL	\$ 143.49	
5/13/2020	55780	UNITED PARCEL SERVICE	SHIPPING PH	\$ 8.61	\$ 152.10
5/13/2020	55781	USA BLUEBOOK	CONCRETE PATCH WSTWA	\$ 480.86	
5/13/2020	55781	USA BLUEBOOK	SUPPLIES WSTWA	\$ 187.24	
5/13/2020	55781	USA BLUEBOOK	SUPPLIES WA	\$ 469.42	\$ 1,137.52

DATE	CHECK NO	VENDOR NAME	INVOICE DESCRIPTION	INVOICE AMT	TOTAL
5/13/2020	55782	UTILITY EQUIPMENT COMPANY	SUPPLIES WA	\$ 288.24	
5/13/2020	55782	UTILITY EQUIPMENT COMPANY	POLYTUBE WA	\$ 270.00	
5/13/2020	55782	UTILITY EQUIPMENT COMPANY	SUPPLIES WA	\$ 1,827.65	
5/13/2020	55782	UTILITY EQUIPMENT COMPANY	MARKING PAINT WA	\$ 115.11	
5/13/2020	55782	UTILITY EQUIPMENT COMPANY	PROBE WA	\$ 31.23	\$ 2,532.23
5/13/2020	55783	SHARON VAN NOORT	HITEC REFUND		\$ 10.01
5/13/2020	55784	VERIZON	CELL SVC PD	\$ 26.53	
5/13/2020	55784	VERIZON	CELL SVC PD	\$ 120.03	\$ 146.56
5/13/2020	55785	WATTS ELECTRIC COMPANY	TRANSMISSION LINE		\$ 44,808.42
5/8/2020	55786	COUNSEL	LIB COPIER		\$ 44.00
5/8/2020	55787	JULIE COYLE	LIB PROGRAM SUPPLIES REIMBURSE		\$ 54.41
5/8/2020	55788	GREATAMERICA FINANCIAL SVCS	LIB COPIER PAYMENT		\$ 58.14
5/8/2020	55789	HAWARDEN CHAMBER AND	LIB SCRIP PRIZES NATL LIB WEEK		\$ 25.00
5/8/2020	55790	PETTY CASH	LIB POSTAGE		\$ 128.25
5/8/2020	55791	HITEC	LIB TELEPHONE		\$ 80.67
5/8/2020	55792	IOWA COMMUNICATIONS NETWORK	LIB LONG DISTANCE		\$ 5.21
5/8/2020	55793	IOWA HISTORY JOURNAL	LIB 1YR RENEWAL		\$ 18.95
5/8/2020	55794	JCL SOLUTIONS	LIB CLEANING SUPPLIES		\$ 216.90
5/8/2020	55795	NO STREAKING INC	LIB WINDOW CLEANING		\$ 47.00
5/8/2020	55796	OLSONS PEST TECHNICIANS	LIB PEST CONTROL		\$ 90.00
5/8/2020	55797	STATE HISTORICAL SOCIETY OF IA	LIB 1YR RENEWAL		\$ 24.95
5/8/2020	55798	VISA	LIB GOOGLE SUITE		\$ 12.84
4/27/2020	11141279	TREASURER STATE OF IOWA	SALES TAX 4/15/20		\$ 11,005.00
4/27/2020	11141280	TREASURER STATE OF IOWA	WATER SVC EXCISE TAX 4/15/20		\$ 1,461.00
4/28/2020	11141281	TREASURER STATE OF IOWA	USE TAX 1ST QTR 2020		\$ 865.00
4/28/2020	11141282	VOID	VOID		
4/27/2020	11141283	EFTPS	FED/FICA TAX		\$ 1,164.19
3/19/2020	11141284	WELLMARK	CLAIM PERIOD CORRECTION		
5/1/2020	11141285	IVY FUNDS	457- W&R		\$ 50.00
5/1/2020	11141286	EFTPS	FED/FICA TAX		\$ 12,933.12
5/13/2020	11141287	USAC	USAC FEES		\$ 1,308.06
5/13/2020	11141288	CLAYTON ENERGY CORPORATION	GAS PURCHASE		\$ 7,569.35
5/1/2020	11141289	DEARBORN NATIONAL	MAY LIFE INS		\$ 279.47

DATE	CHECK NO	VENDOR NAME	INVOICE DESCRIPTION	INVOICE AMT	TOTAL
5/13/2020	11141290	PEOPLES BANK	BILLING CHGES & FEES	\$	40.00
5/13/2020	11141291	PEFA INC	GAS PURCHASE 4/2020 COMMODITY	\$	5,054.40
5/13/2020	11141292	CASEY'S BUSINESS MASTERCARD	FUEL PD	\$	355.10
					=====
Accounts Payable Total				\$	898,540.22
Payroll Checks				\$	41,318.93
					=====
Report Total				\$	939,859.15
					=====

TOTAL CLAIMS BY FUND 05/13/2020

CABLE/INTERNET UTILITY	\$	40,343.08
CITY PARKING LOT	\$	1,983.80
DOWNTOWN PROJECT	\$	218,137.01
ELEC TRANSMISSION LINE	\$	52,375.42
ELECTRIC UTILITY FUND	\$	20,636.31
GAS UTILITY FUND	\$	31,998.89
GENERAL FUND	\$	123,463.86
LOCAL OPTION SALES TAX	\$	26,450.44
POLICE RETIREMENT FUND	\$	508.13
ROAD USE TAX FUND	\$	7,752.29
SOLID WASTE UTILITY FUND	\$	14,361.02
TELECOMMUNICATIONS ADMIN	\$	2,806.79
TELEPHONE UTILITY FUND	\$	6,518.32
WASETWATER PROJECTS	\$	377,483.40
WASTE WATER UTILITY FUND	\$	5,775.76
WATER UTILITY FUND	\$	9,264.63
TOTAL CLAIMS BY FUND	\$	939,859.15

TOTAL REVENUE BY FUND APRIL 2020

CABLE/INTERNET UTILITY TOTAL	\$	314.14
CAPITAL EQUIPMENT FUND TOTAL	\$	1,158.85
ELECTRIC UTILITY FUND TOTAL	\$	195,830.72
EMERGENCY LEVY TOTAL	\$	4,828.76

DATE	CHECK NO	VENDOR NAME	INVOICE DESCRIPTION	INVOICE AMT	TOTAL
		EMPLOYEE BENEFITS LEVY TOTAL	\$	76,199.56	
		GAS UTILITY FUND TOTAL	\$	118,563.45	
		GENERAL FUND TOTAL	\$	208,474.87	
		LIBRARY GIFTS/DONATIONS TOTAL	\$	1,350.00	
		LOCAL OPTION SALES TAX TOTAL	\$	26,450.44	
		PROJECT SHARE FUND TOTAL	\$	35.00	
		ROAD USE TAX FUND TOTAL	\$	29,651.03	
		SELF-INSURANCE/RISK MGT TOTAL	\$	1,520.00	
		SOLID WASTE UTILITY FUND TOTA	\$	19,048.06	
		STREET SPECIAL ASSESSMENT TOTA	\$	498.00	
		TELEPHONE UTILITY FUND TOTAL	\$	5,197.18	
		TIF AREA A & ADDITION TOTAL	\$	49,376.60	
		TIF AREA C TOTAL	\$	10,265.28	
		TIF AREA D TOTAL	\$	635.42	
		TIF AREA I TOTAL	\$	50,404.32	
		WALKING TRAIL PROJECT TOTAL	\$	4,000.00	
		WASETWATER PROJECTS TOTAL	\$	104,937.00	
		WASTE WATER UTILITY FUND TOTA	\$	48,647.70	
		WATER UTILITY FUND TOTAL	\$	28,401.04	
		TOTAL REVENUE BY FUND	\$	985,787.42	

BILLING REPORT
APRIL 2020

	NO.	KWH	DOLLARS	TAXES	MONTH TO DATE	YEAR TO DATE
ELECTRIC (security lights)						
RESIDENTIAL	1,027	923,139	\$ 84,218.20	\$ 846.04	\$ 85,064.24	\$ 936,794.53
*MISC CHARGES			\$ 240.00	\$ 16.80	\$ 256.80	\$ 13,867.20
COMMERCIAL	184	365,322	\$ 36,042.61	\$ 2,372.26	\$ 38,414.87	\$ 441,914.63
*MISC CHARGES			\$ -	\$ -	\$ -	\$ 1,214.45
INDUSTRIAL/INTERRUPTIBLE	9	304,309	\$ 28,560.22	\$ 1,683.15	\$ 30,243.37	\$ 359,992.95
*MISC CHARGES			\$ -	\$ -	\$ -	\$ -
INTERDEPARTMENTAL	69	223,062	\$ 19,821.11	\$ -	\$ 19,821.11	\$ 220,911.64
*MISC CHARGES			\$ -	\$ -	\$ -	\$ -
PUBLIC AUTHORITY	10	80,458	\$ 7,587.12	\$ -	\$ 7,587.12	\$ 94,630.33
PENALTY			\$ -	\$ -	\$ -	\$ 2,718.32
MISC SALES/NSF FEES			\$ -	\$ -	\$ -	\$ 90.00
WIND ENERGY	6		\$ 24.00	\$ 0.24	\$ 24.24	\$ 242.40
TOTAL	1,305	1,896,290	\$ 176,493.26	\$ 4,918.49	\$ 181,411.75	\$ 2,072,376.45

	NO.	CCF	DOLLARS	TAXES	MONTH TO DATE	YEAR TO DATE
GAS						
RESIDENTIAL	872	65,329	\$ 59,360.62	\$ 593.51	\$ 59,954.13	\$ 509,894.91
*MISC CHARGES			\$ -	\$ -	\$ -	\$ 83.85
COMMERCIAL	115	17,600	\$ 14,995.65	\$ 1,037.74	\$ 16,033.39	\$ 143,445.29
*MISC CHARGES			\$ -	\$ -	\$ -	\$ 50.00
INDUSTRIAL/INTERRUPTIBLE	7	14,115	\$ 11,240.50	\$ 669.23	\$ 11,909.73	\$ 134,356.51
*MISC CHARGES			\$ -	\$ -	\$ -	\$ -
INTERDEPARTMENTAL	15	6,613	\$ 5,368.66	\$ -	\$ 5,368.66	\$ 47,028.62
PUBLIC AUTHORITY	7	5,911	\$ 4,761.00	\$ -	\$ 4,761.00	\$ 41,052.23
PENALTY			\$ -	\$ -	\$ -	\$ 526.56
MISC SALES			\$ -	\$ -	\$ -	\$ -
TOTAL	1,016	109,568	\$ 95,726.43	\$ 2,300.48	\$ 98,026.91	\$ 876,437.97

	NO.	CF	DOLLARS	TAXES	MONTH TO DATE	YEAR TO DATE
WATER						
RESIDENTIAL	1,009	508,700	\$ 21,109.82	\$ 1,267.06	\$ 22,376.88	\$ 241,989.18
*MISC CHARGES			\$ 120.00	\$ 7.20	\$ 127.20	\$ 535.30
COMMERCIAL	106	84,300	\$ 2,762.46	\$ 149.13	\$ 2,911.59	\$ 36,335.41
*MISC CHARGES			\$ -	\$ -	\$ -	\$ 159.00
INDUSTRIAL/INTERRUPTIBLE	7	39,500	\$ 822.15	\$ 49.34	\$ 871.49	\$ 11,605.74
INTERDEPARTMENTAL	13	6,800	\$ 241.11	\$ -	\$ 241.11	\$ 9,110.88
PUBLIC AUTHORITY	7	9,800	\$ 282.42	\$ -	\$ 282.42	\$ 5,636.52
BULK WATER	0	0	\$ -	\$ -	\$ -	\$ 1,972.75
PENALTY			\$ -	\$ -	\$ -	\$ 278.54
MISC SALES			\$ -	\$ -	\$ -	\$ -
TOTAL	1,142	649,100	\$ 25,337.96	\$ 1,472.73	\$ 26,810.69	\$ 307,623.32

	NO.	CF	DOLLARS	TAXES	MONTH TO DATE	YEAR TO DATE
SEWER RENTAL						
RESIDENTIAL	975	490,200	\$ 42,516.63	\$ -	\$ 42,516.63	\$ 415,307.53
COMMERCIAL	98	82,000	\$ 4,823.00	\$ 337.85	\$ 5,160.85	\$ 53,659.30
INDUSTRIAL/INTERRUPTIBLE	5	39,500	\$ 1,038.75	\$ 72.74	\$ 1,111.49	\$ 13,132.60
INTERDEPARTMENTAL	11	5,900	\$ 481.75	\$ -	\$ 481.75	\$ 5,478.32
PUBLIC AUTHORITY	6	9,000	\$ 410.50	\$ -	\$ 410.50	\$ 6,527.28
PENALTY			\$ -	\$ -	\$ -	\$ 480.89
MISC SALES					\$ -	\$ -
TOTAL	1,095	626,600	\$ 49,270.63	\$ 410.59	\$ 49,681.22	\$ 494,585.92

	NO.	DOLLARS	TAXES	MONTH TO DATE	YEAR TO DATE
GARBAGE COLLECTIONS					
RESIDENTIAL	1,053	\$ 18,419.59	\$ -	\$ 18,419.59	\$ 181,750.37
*MISC CHARGES		\$ -	\$ -	\$ -	\$ -
COMMERCIAL	100	\$ 401.03	\$ 28.07	\$ 429.10	\$ 4,362.58
INDUSTRIAL/INTERRUPTIBLE	5	\$ 20.00	\$ 1.40	\$ 21.40	\$ 208.65
INTERDEPARTMENTAL	14	\$ 56.00		\$ 56.00	\$ 565.00
PUBLIC AUTHORITY	5	\$ 20.00		\$ 20.00	\$ 195.00
PENALTY		\$ -		\$ -	\$ 317.83
MISC SALES		\$ -	\$ -	\$ -	\$ -
TOTAL	1,177	\$ 18,916.62	\$ 29.47	\$ 18,946.09	\$ 187,399.43

	NO.	DOLLARS	TAXES	MONTH TO DATE	YEAR TO DATE
HITEC COMMUNICATIONS					
PHONE					
RESIDENTIAL	307	\$ 8,117.61		\$ 8,117.61	\$ 83,602.90
NON RESIDENTIAL	295	\$ 13,435.35		\$ 13,435.35	\$ 127,212.32
HITEC LONG DISTANCE	272	\$ 2,298.84		\$ 2,298.84	\$ 21,268.49
SPECIAL ADJUSTMENTS		\$ 659.94		\$ 659.94	\$ 7,122.69
FEDERAL TAX		\$ -	\$ 406.59	\$ 406.59	\$ 4,126.32
STATE SALES TAX		\$ -	\$ 1,159.67	\$ 1,159.67	\$ 11,229.68
MISC SALES		\$ -	\$ -	\$ -	\$ -
TOTAL	874	\$ 24,511.74	\$ 1,566.26	\$ 26,078.00	\$ 254,562.40

	NO.	DOLLARS	TAXES	MONTH TO DATE	YEAR TO DATE
CABLE					
INTERNET	846	\$ 47,605.30		\$ 47,605.30	\$ 463,038.26
LOCAL PACKAGE	40	\$ 1,158.00		\$ 1,158.00	\$ 12,390.60
BASIC SERVICE	487	\$ 31,999.88		\$ 31,999.88	\$ 321,201.07
SHOWTIME PACKAGE	13	\$ 195.00		\$ 195.00	\$ 1,989.00
MOVIE CHANNEL (CINAMAX)	7	\$ 70.00		\$ 70.00	\$ 712.58
STARZ	3	\$ 45.00		\$ 45.00	\$ 420.00
HBO	12	\$ 240.00		\$ 240.00	\$ 2,450.00
CONVERTER BOX	2	\$ 4.00		\$ 4.00	\$ 40.00
MISC REV (OTHER CHG & CR)	0	\$ -		\$ -	\$ -

PAY-PER-VIEW	0	\$ -	\$ -	\$ -
FRANCHISE FEE	527	\$ 1,801.82	\$ 1,801.82	\$ 18,224.17
EQUIPMENT REVENUE	41	\$ 695.64	\$ 695.64	\$ 7,356.92
DIGITAL BASIC SERVICE	43	\$ 1,472.33	\$ 1,472.33	\$ 15,877.96
DIGITAL SHOWTIME	3	\$ 45.00	\$ 45.00	\$ 508.50
DIGITAL CINEMAX	1	\$ 4.84	\$ 4.84	\$ 184.84
DIGITAL HBO	5	\$ 100.00	\$ 100.00	\$ 1,280.75
STATE SALES TAX			\$ 2,522.08	\$ 25,511.07
TOWER LEASE SPACE		\$ 650.00	\$ 650.00	\$ 6,500.00
MISC SALES		\$ -	\$ -	\$ -
TOTAL	2030	\$ 86,086.81	\$ 2,522.08	\$ 88,608.89
				\$ 877,685.72

	NO.	DOLLARS	TAXES	MONTH TO DATE	YEAR TO DATE
MISC SALES			\$ -	\$ -	\$ -
TOTAL	0	\$ -	\$ -	\$ -	\$ -

	NO.	DOLLARS	TAXES	MONTH TO DATE	YEAR TO DATE
MISCELLANEOUS CHARGES					
PS-PROJECT SHARE	5	\$ 37.00	\$ -	\$ 37.00	\$ 370.00
PT-PET SERVICE				\$ -	\$ -
MISC				\$ -	\$ -
TOTAL		\$ 37.00	\$ -	\$ 37.00	\$ 370.00

GRAND TOTAL		\$ 476,380.45	\$ 13,220.10	\$ 489,600.55	\$ 5,071,041.21
--------------------	--	----------------------	---------------------	----------------------	------------------------

BILLING REPORT

APRIL 2019

	NO.	KWH	DOLLARS	TAXES	MONTH TO DATE	YEAR TO DATE
ELECTRIC (security lights)						
RESIDENTIAL	1,023	1,069,358	\$ 95,170.29	\$ 951.51	\$ 96,121.80	\$ 918,208.90
*MISC CHARGES			\$ 1,675.00	\$ 117.25	\$ 1,792.25	\$ 11,478.51
COMMERCIAL	185	420,318	\$ 40,668.84	\$ 2,680.53	\$ 43,349.37	\$ 444,010.79
*MISC CHARGES			\$ 100.00	\$ 7.00	\$ 107.00	\$ 1,230.50
INDUSTRIAL/INTERRUPTIBLE	9	299,976	\$ 28,280.68	\$ 1,098.48	\$ 29,379.16	\$ 348,734.51
*MISC CHARGES			\$ -	\$ -	\$ -	\$ -
INTERDEPARTMENTAL	69	249,534	\$ 13,384.43	\$ -	\$ 13,384.43	\$ 132,048.63
*MISC CHARGES			\$ -	\$ -	\$ -	\$ -
PUBLIC AUTHORITY	10	103,633	\$ 9,202.75	\$ -	\$ 9,202.75	\$ 87,395.59
PENALTY			\$ 203.33	\$ -	\$ 203.33	\$ 2,271.59
MISC SALES/FEES			\$ 30.00	\$ -	\$ 30.00	\$ 60.00
WIND ENERGY	6		\$ 24.00	\$ 0.24	\$ 24.24	\$ 236.34
TOTAL	1,302	2,142,819	\$ 188,739.32	\$ 4,855.01	\$ 193,594.33	\$ 1,945,675.36

	NO.	CCF	DOLLARS	TAXES	MONTH TO DATE	YEAR TO DATE
GAS						
RESIDENTIAL	869	91,159	\$ 91,834.55	\$ 918.47	\$ 92,753.02	\$ 581,648.12
*MISC CHARGES			\$ -	\$ -	\$ -	\$ 26.75
COMMERCIAL	115	25,301	\$ 24,881.36	\$ 1,729.63	\$ 26,610.99	\$ 165,675.86
*MISC CHARGES			\$ -	\$ -	\$ -	\$ -
INDUSTRIAL/INTERRUPTIBLE	8	13,207	\$ 12,737.13	\$ 577.42	\$ 13,314.55	\$ 117,969.81
*MISC CHARGES			\$ -	\$ -	\$ -	\$ -
INTERDEPARTMENTAL	15	8,977	\$ 8,693.43	\$ -	\$ 8,693.43	\$ 58,968.31
PUBLIC AUTHORITY	7	8,409	\$ 8,123.43	\$ -	\$ 8,123.43	\$ 48,775.57
PENALTY			\$ 144.60		\$ 144.60	\$ 539.26
MISC SALES					\$ -	
TOTAL	1,014	147,053	\$ 146,414.50	\$ 3,225.52	\$ 149,640.02	\$ 973,603.68

	NO.	CF	DOLLARS	TAXES	MONTH TO DATE	YEAR TO DATE
WATER						
RESIDENTIAL	1,003	552,600	\$ 21,959.73	\$ 1,318.09	\$ 23,277.82	\$ 229,761.58
*MISC CHARGES			\$ -	\$ -	\$ -	\$ 53.00
COMMERCIAL	111	80,000	\$ 2,732.40	\$ 153.96	\$ 2,886.36	\$ 41,217.86
*MISC CHARGES			\$ -	\$ -	\$ -	\$ 53.00
INDUSTRIAL/INTERRUPTIBLE	7	41,000	\$ 850.50	\$ 51.04	\$ 901.54	\$ 10,597.51
INTERDEPARTMENTAL	13	7,300	\$ 289.17	\$ -	\$ 289.17	\$ 8,649.15
PUBLIC AUTHORITY	7	15,900	\$ 397.71	\$ -	\$ 397.71	\$ 4,936.95
BULK WATER	1	668	\$ 12.49	\$ 0.75	\$ 13.24	\$ 2,389.95
PENALTY			\$ 26.47	\$ -	\$ 26.47	\$ 223.31
MISC SALES			\$ -	\$ -	\$ -	\$ -
TOTAL	1,142	697,468	\$ 26,268.47	\$ 1,523.84	\$ 27,792.31	\$ 297,882.31

						MONTH	YEAR
SEWER RENTAL	NO.	CF	DOLLARS	TAXES		TO DATE	TO DATE
RESIDENTIAL	970	536,200	\$ 29,704.67	\$ -	\$	29,704.67	\$ 243,641.09
COMMERCIAL	103	79,300	\$ 3,305.94	\$ 231.32	\$	3,537.26	\$ 30,423.04
INDUSTRIAL/INTERRUPTIBLE	5	41,000	\$ 671.80	\$ 47.04	\$	718.84	\$ 6,533.47
INTERDEPARTMENTAL	11	7,300	\$ 347.94	\$ -	\$	347.94	\$ 2,192.62
PUBLIC AUTHORITY	6	15,500	\$ 360.62	\$ -	\$	360.62	\$ 2,955.38
PENALTY			\$ 36.58		\$	36.58	\$ 228.54
MISC SALES					\$	-	\$ -
TOTAL	1,095	679,300	\$ 34,427.55	\$ 278.36	\$	34,705.91	\$ 285,974.14

						MONTH	YEAR
GARBAGE COLLECTIONS	NO.		DOLLARS	TAXES		TO DATE	TO DATE
RESIDENTIAL	1,059		\$ 14,575.40	\$ -	\$	14,575.40	\$ 137,672.46
*MISC CHARGES			\$ -	\$ -	\$	-	\$ -
COMMERCIAL	105		\$ 315.00	\$ 22.05	\$	337.05	\$ 3,450.72
INDUSTRIAL/INTERRUPTIBLE	5		\$ 15.00	\$ 1.05	\$	16.05	\$ 182.97
INTERDEPARTMENTAL	14		\$ 42.00	\$ -	\$	42.00	\$ 216.00
PUBLIC AUTHORITY	5		\$ 15.00	\$ -	\$	15.00	\$ 120.00
PENALTY			\$ 33.53	\$ -	\$	33.53	\$ 253.87
MISC SALES			\$ -	\$ -	\$	-	\$ -
TOTAL	1,188		\$ 14,995.93	\$ 23.10	\$	15,019.03	\$ 141,896.02

						MONTH	YEAR
HITEC COMMUNICATIONS			DOLLARS	TAXES		TO DATE	TO DATE
PHONE	NO.						
RESIDENTIAL	322		\$ 7,740.15		\$	7,740.15	\$ 93,061.75
NON RESIDENTIAL	300		\$ 13,733.35		\$	13,733.35	\$ 121,824.00
HITEC LONG DISTANCE	294		\$ 2,403.87		\$	2,403.87	\$ 23,293.74
SPECIAL ADJUSTMENTS			\$ 571.44		\$	571.44	\$ 8,064.16
FEDERAL TAX			\$ -	\$ 431.57	\$	431.57	\$ 4,330.86
STATE SALES TAX			\$ -	\$ 1,143.46	\$	1,143.46	\$ 11,401.27
MISC SALES			\$ -	\$ -	\$	-	\$ -
TOTAL	916		\$ 24,448.81	\$ 1,575.03	\$	26,023.84	\$ 261,975.78

				MONTH	YEAR
	NO.	DOLLARS	TAXES	TO DATE	TO DATE
CABLE					
INTERNET	831	\$ 45,628.16		\$ 45,628.16	\$ 445,957.71
LOCAL PACKAGE	48	\$ 1,389.60		\$ 1,389.60	\$ 13,809.15
BASIC SERVICE	512	\$ 33,438.41		\$ 33,438.41	\$ 343,688.42
SHOWTIME PACKAGE	15	\$ 225.00		\$ 225.00	\$ 2,250.00
MOVIE CHANNEL (CINAMAX)	8	\$ 80.00		\$ 80.00	\$ 800.00
STARZ	5	\$ 75.00		\$ 75.00	\$ 795.00
HBO	13	\$ 260.00		\$ 260.00	\$ 2,598.52
CONVERTER BOX	2	\$ 4.00		\$ 4.00	\$ 40.00
MISC REV (OTHER CHG & CR)	0	\$ -		\$ -	\$ -
PAY-PER-VIEW	0	\$ -		\$ -	\$ -
FRANCHISE FEE	568	\$ 1,914.71		\$ 1,914.71	\$ 19,648.47
EQUIPMENT REVENUE	51	\$ 816.60		\$ 816.60	\$ 8,422.36
DIGITAL BASIC SERVICE	50	\$ 1,758.16		\$ 1,758.16	\$ 17,947.36
DIGITAL SHOWTIME	4	\$ 60.00		\$ 60.00	\$ 676.46
DIGITAL CINEMAX	2	\$ 20.00		\$ 20.00	\$ 191.67
DIGITAL HBO	8	\$ 160.00		\$ 160.00	\$ 1,674.84
STATE SALES TAX		\$ -	\$ 2,680.08	\$ 2,680.08	\$ 27,502.60
TOWER LEASE SPACE		\$ 650.00		\$ 650.00	\$ 6,500.00
MISC SALES		\$ -	\$ -	\$ -	\$ -
TOTAL	2117	\$ 86,479.64	\$ 2,680.08	\$ 89,159.72	\$ 892,502.56

	NO.	DOLLARS	TAXES	MONTH	YEAR
				TO DATE	TO DATE
MISC SALES			\$ -	\$ -	\$ -
TOTAL	0	\$ -	\$ -	\$ -	\$ -

	NO.	DOLLARS	TAXES	MONTH	YEAR
				TO DATE	TO DATE
MISCELLANEOUS CHARGES					
PS-PROJECT SHARE	5	\$ 37.00	\$ -	\$ 37.00	\$ 283.00
PT-PET SERVICE	0	\$ -	\$ -	\$ -	\$ -
MISC		\$ -	\$ -	\$ -	\$ -
TOTAL		\$ 37.00	\$ -	\$ 37.00	\$ 283.00

GRAND TOTAL		\$ 521,811.22	\$ 14,160.94	\$ 535,972.16	\$ 4,799,792.85
--------------------	--	----------------------	---------------------	----------------------	------------------------



**NATURAL GAS
COST OF SERVICE AND RATE
DESIGN STUDY**

Draft Report

March 10, 2020



REPORT OUTLINE

Cover Letter

Section 1 – Introduction

Section 2 – Projected Operating Results – Existing Rates

Section 3 – Cost of Service

Section 4 – Proposed Rates



March 25, 2020

Hawarden Municipal Utilities

1150 Central Ave
Hawarden, IA 51023

Subject: Natural Gas Rate Study

Mayor and Council Members:

Dave Berg Consulting, LLC has undertaken a study of the retail rates Hawarden Municipal Utilities (Hawarden) charges its customers for natural gas service. This report summarizes the analyses undertaken and the resulting recommendations for changes to the existing rates.

The recommended rate adjustments have been made based on overall revenue and cash reserve needs of the utility and the results of a cost-of-service analysis. Hawarden recently adjusted its retail rates by increasing the monthly customer charge from \$5 to \$9. This was done in part in anticipation of the significant increase proposed by Northern Natural Gas for gas transportation services. No additional change in retail gas rates is recommended at this time. Section 4 of this report does contain some rate design suggestions for Hawarden's future consideration.

Thank you for the opportunity to be of service to Hawarden through the conduct of this study. I wish to express my appreciation for the valuable assistance I received from utility and city staff relative to the execution of this study.

Sincerely,

Dave Berg Consulting, LLC

David A. Berg, PE
Principal

Dedicated to providing personal service to consumer-owned utilities

Dave Berg Consulting, LLC | 15213 Danbury Ave W, Rosemount, MN 55068 | 612-850-2305

www.davebergconsulting.com

Section 1

Introduction

The City of Hawarden, Iowa (Hawarden) owns and operates a municipal natural gas utility providing service to approximately 1,000 residential, commercial and industrial customers. The natural gas utility operates under the direction of the Hawarden City Council. This report has been prepared by Dave Berg Consulting, LLC to examine the rates and charges for natural gas service in Hawarden. The study includes an examination of the allocated cost of service based on an actual FY 2019 'Test Year.' It also includes projected operating results for FY 2020-2024 (Study Period). As a result of the analyses undertaken and reported on herein, new proposed natural gas rates have been recommended for implementation by Hawarden.

Section 2

Projected Operating Results Existing Rates

The rates charged for natural gas service by Hawarden, combined with other operating and non-operating revenues, must be sufficient to meet the cost of providing services to Hawarden's retail gas customers. This is necessary to ensure the long-term financial health of Hawarden's gas utility. The cost of providing utility service consists of normal operating expenses, system depreciation expenses, capital improvements and other non-operating expenses.

An analysis of the operating results for the natural gas utility during the Fiscal Year 2020-2024 Study Period has been performed assuming the current retail rates and charges remain in effect through the Study Period. This analysis has been done to determine the overall need, if any, for additional revenue through rates to meet projected revenue requirements. The analyses and assumptions utilized in these projections are explained below.

NATURAL GAS UTILITY

Estimated Revenues – Existing Rates

Retail Sales

Hawarden sells retail natural gas to approximately 1,000 residential, commercial, and industrial customers. Hawarden's annual sales are primarily influenced by weather conditions, particularly as it relates to winter heating load. Projected sales for the Study Period have been based on Hawarden's actual sales for FY 2019. No growth in annual sales beyond FY 2019 has been assumed for any of Hawarden's groups of gas

Section 2

customers. The revenues from retail sales have been computed assuming continued application of the retail Gas Cost Recovery Fee (GCRF) as currently designed. The current GCRF formula and approach effectively adjusts retail rates for variations in the wholesale cost of gas. An assumed wholesale commodity cost of \$0.325/ccf has been assumed throughout the Study Period. Projected revenues reflect the increase in monthly customer charge from \$5 to \$9 for all customers as implemented by Hawarden at the beginning of FY 2020. Exhibit 2-A is a listing of Hawarden's historical and projected operating results at existing rates.

Other Operating Revenues

Hawarden also receives other miscellaneous operating revenue from other normal operating procedures. Utility sales revenues combined with other operating revenues results in Hawarden's Total Operating Revenues.

Revenue Requirements

Purchased Gas

Hawarden purchases all wholesale natural gas commodity and transportation needs through a series of arrangements with Clayton Energy Corporation across the Northern Natural Gas (NNG) pipeline system. Hawarden has also recently entered into an arrangement with the Public Energy Facilities Authority (PEFA) for a portion of its wholesale natural gas needs. The projections for purchased gas costs contained in Exhibit 2-A are based on an assumed commodity price of \$3.25/MCF for sales to retail customers. Wholesale gas volumes for retail customers have been adjusted by 1.7% for lost and unaccounted for gas. Hawarden's retail gas rates automatically adjust customers retail bills based on the GCRF to account for changes in the market commodity cost of gas. Hawarden also utilizes gas storage to help manage cost variations in wholesale market gas costs. No purchases for addition to storage or withdrawals of currently stored gas have been assumed during the Study Period.

Projected Operating Results – Existing Rates

NNG has recently filed with the Federal Energy Regulatory Commission (FERC) for approval of a significant increase in gas transportation rates. Based on the rates requested by NNG, Hawarden would experience an increase of over 90% on certain reservation charges associated with gas transportation. As of January 1, 2020, NNG has been allowed to implement an interim rate increase while its case is pending before FERC. Under the interim rates, Hawarden's transportation costs increase by approximately \$55,000 per year. The interim rates represent an increase of approximately 77%. If NNG were to receive approval for the full rate increase requested, Hawarden's annual costs would increase by approximately \$10,000 per year more than under the interim rates assumed. It is not possible to predict how FERC will rule on the NNG request. The Study Period wholesale gas transportation expenses have been calculated based on the assumption that the interim rates are in place through the Study Period.

Other Operating Expenses

Hawarden incurs other operating expenses associated with local gas system operations. Gas system expenses are related to the gas lines and customer facilities located in Hawarden. General and financial administrative expenses are required for utility management, employee benefits, training and other administrative costs. Customer service expenses are required for reading meters, sending and processing bills and dealing with customer inquiries. Non-wholesale gas related expenses are based on the FY 2020 and 2021 budgets and these expenses are generally estimated to increase by 3% per year after 2021.

Depreciation

Hawarden has annual depreciation costs based on its system investments. Depreciation during the Study Period is based on budgeted Hawarden amounts with an annual increase based on projected additions to the Hawarden system through capital investments. Depreciation is a funded non-cash expense that generates monies available for annual capital improvements and reserves.

Section 2

Non-operating Income (Expenses)

Hawarden’s has other non-operating income assumed to be \$300 per year through the Study Period. The natural gas utility has no outstanding debt.

City Support

Hawarden makes an annual transfer to the City of Hawarden general fund. This transfer has been assumed to be \$50,000 per year through the Study Period. Hawarden also makes a \$10,000 per transfer for the public works building replacement.

Capital Improvements

Hawarden makes annual normal capital investments in its natural gas system. Annual natural gas capital improvements for the Study Period, as budgeted by Hawarden, are shown in Table 2-1 below.

Table 2-1
Capital Improvements-Natural Gas Utility

Fiscal Year	2020	2021	2022	2023	2024
Total Capital	\$110,000	\$45,000	\$60,000	\$60,000	\$60,000

Projected Operating Results – Existing Rates

Based on the assumptions outlined above, the resulting projected operating results assuming continued application of the existing retail rates is summarized in Table 2-2 for the natural gas utility. A detailed presentation of the operating results is shown in Exhibit 2-A.

Projected Operating Results – Existing Rates

Table 2-2
Projected Operating Results-Natural Gas
Existing Rates

Fiscal Year	2017	2018	2019	2020	2021
Operating Revenues	\$1,061,287	\$1,061,287	\$1,061,287	\$1,061,287	\$1,061,287
Less Operating Expenses	(817,899)	(863,287)	(874,158)	(885,810)	(897,752)
Less Non -Operating Revenues (Expenses)	<u>(59,700)</u>	<u>(59,700)</u>	<u>(59,700)</u>	<u>(59,700)</u>	<u>(59,700)</u>
Change in Net Position	\$183,687	\$138,300	\$127,429	\$115,777	\$103,835
Net Position as Percent of Revenues	17.3%	13.0%	12.0%	10.9%	9.8%

Cash Reserves

A summary of the impact of the projected operating results on Hawarden's cash reserves for the Study Period is shown at the end of Exhibit 2-A and in Table 2-3 below.

As shown below, under existing retail rates and estimated revenue requirements over the Study Period, the cash reserves for the natural gas utility are projected to increase from \$900 thousand to approximately \$1.3 million by the end of the Study Period. As a percentage of revenues, reserves are projected to increase from 85% to 121% of operating revenues during the Study Period.

Section 2

Table 2-3
Projected Cash Reserves-Natural Gas
Existing Rates

Fiscal Year	2020	2021	2022	2023	2024
Beginning Balance	\$899,938	\$977,660	\$1,078,660	\$1,155,290	\$1,222,267
Plus Change in Net Position	183,687	138,300	127,429	115,777	103,835
Plus Depreciation	4,034	7,701	9,201	11,201	13,201
Less Capital Improvements	<u>(110,000)</u>	<u>(45,000)</u>	<u>(60,000)</u>	<u>(60,000)</u>	<u>(60,000)</u>
Ending Balance	\$977,660	\$1,078,660	\$1,155,290	\$1,222,267	\$1,279,303
Reserves as % of Revenues	92%	102%	109%	115%	121%

City of Hawarden
Natural Gas Operating Results at Existing Rates

	Historical Fiscal Year					Projected Fiscal Year				
	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
OPERATING REVENUES										
Charges for Services	\$ 996,298	\$ 760,436	\$ 804,027	\$ 1,058,555	\$ 1,060,012	\$ 1,061,287	\$ 1,061,287	\$ 1,061,287	\$ 1,061,287	\$ 1,061,287
Total Operating Revenues	\$ 996,298	\$ 760,436	\$ 804,027	\$ 1,058,555	\$ 1,060,012	\$ 1,061,287	\$ 1,061,287	\$ 1,061,287	\$ 1,061,287	\$ 1,061,287
OPERATING EXPENSES										
Resale Purchases	\$ 536,606	\$ 362,717	\$ 411,945	\$ 551,419	\$ 526,316	\$ 517,817	\$ 543,221	\$ 543,221	\$ 543,221	\$ 543,221
Employee Services	72,923	68,513	106,838	116,359	103,750	180,742	193,842	199,657	205,647	211,816
Contract Services	152,698	148,982	153,383	162,946	25,536	71,936	76,323	78,613	80,971	83,400
Supplies	31,117	66,677	34,638	25,864	55,579	27,430	26,600	27,398	28,220	29,067
Repairs and Improvements	18,053	10,649	27,642	82,060	20,246	8,150	8,100	8,343	8,593	8,851
Utilities	-	-	-	-	1,164	3,960	4,000	4,120	4,244	4,371
Miscellaneous	7,158	7,130	11,137	7,624	12,159	3,830	3,500	3,605	3,713	3,825
Depreciation	22,633	21,881	2,204	3,724	3,724	4,034	7,701	9,201	11,201	13,201
Total Operating Expenses	\$ 841,188	\$ 686,549	\$ 747,787	\$ 949,996	\$ 748,474	\$ 817,899	\$ 863,287	\$ 874,158	\$ 885,810	\$ 897,752
OPERATING INCOME	\$ 155,110	\$ 73,887	\$ 56,240	\$ 108,559	\$ 311,538	\$ 243,387	\$ 198,000	\$ 187,129	\$ 175,477	\$ 163,535
NON-OPERATING REVENUE (EXPENSE)										
Transfer Out	\$ (85,000)	\$ (85,000)	\$ (82,500)	\$ (50,000)	\$ (151,396)	\$ (60,000)	\$ (60,000)	\$ (60,000)	\$ (60,000)	\$ (60,000)
Interest Income	1,454	1,638	724	(180)	-	-	-	-	-	-
Other Non-operating Revenue	3,109	593	903	(3,234)	527	300	300	300	300	300
Total Non-Operating Revenues (Expenses)	\$ (80,437)	\$ (82,769)	\$ (80,873)	\$ (53,414)	\$ (150,869)	\$ (59,700)	\$ (59,700)	\$ (59,700)	\$ (59,700)	\$ (59,700)
CHANGE IN NET POSITION	\$ 74,673	\$ (8,882)	\$ (24,633)	\$ 55,145	\$ 160,669	\$ 183,687	\$ 138,300	\$ 127,429	\$ 115,777	\$ 103,835
As Percent of Revenues	7.5%	-1.2%	-3.1%	5.2%	15.2%	17.3%	13.0%	12.0%	10.9%	9.8%
UNRESTRICTED CASH RESERVES										
Beginning of Year						\$ 899,938	\$ 977,660	\$ 1,078,660	\$ 1,155,290	\$ 1,222,267
Plus Change in Net Position						183,687	138,300	127,429	115,777	103,835
Plus Depreciation						4,034	7,701	9,201	11,201	13,201
Less Capital Improvements						(110,000)	(45,000)	(60,000)	(60,000)	(60,000)
End of Year					\$ 899,938	\$ 977,660	\$ 1,078,660	\$ 1,155,290	\$ 1,222,267	\$ 1,279,303
As Percent of Revenues					85%	92%	102%	109%	115%	121%

Section 3

Cost-of-Service

A cost-of-service analysis was performed to determine the allocated cost to serve each of Hawarden's customer classes within the gas utility. Customer classes exist, in part, because the cost to serve different kinds of customers varies. The cost-of-service analysis has been performed on a FY 2019 'Test Year' based on actual 2019 financials, operations and sales. The results of the cost-of-service study give an indication of the degree of revenue recovery warranted for each class of customers. A comparison of the allocated cost to serve a class of customers and the actual revenues received from that class is taken into consideration during rate design.

NATURAL GAS UTILITY

Functionalization of Costs

Hawarden's Test Year natural gas revenue requirements have been divided into four functional categories. These categories are described below.

Wholesale – costs associated with procurement and delivery of wholesale gas to Hawarden.

Distribution – distribution expenses are related to the Hawarden system for delivering gas to Hawarden customers over the local pipeline system.

Customer – these costs are fixed costs associated with the service facilities utilized to deliver gas directly to customers. They also include items such as meter reading, billing, collections and dealing with customers by customer service representatives.

Section 3

Revenue – revenue related costs include certain non-operating revenues and expenses and utility margin.

Table 3-1 below summarizes the functional natural gas costs for the 2016 Test Year. The detailed cost functions are shown in Exhibit 3-A.

Table 3-1
Functional Natural Gas Costs
2019 Test Year

Component	Revenue Requirement
Wholesale	\$526,316
Distribution	178,756
Customer	43,991
Revenue	<u>303,219</u>
Total	<u>\$1,052,283</u>

Classification of Costs

Hawarden’s Test Year revenue requirements have been divided into four distinct cost classifications. These cost classifications are described below.

Demand Related – demand related costs are fixed costs required to provide a gas system capable of meeting the total combined demands of customers. Demand costs include the capacity portion of operating and maintenance expenses, depreciation and other costs which are generally fixed and do not vary materially with the amount of gas consumed or which cannot be designated specifically as a customer or commodity costs.

Commodity Related – commodity related costs vary with the amount of gas purchased or sold or which can be attributed to gas purchase volumes.

Customer Related – costs related to serving, metering and billing of individual customers.

Revenue Related – revenue related costs vary by the amount of revenue received by the utility or are associated with other and non-operating revenues.

Exhibits 3-B through 3-D show the detailed classification of revenue requirements within the wholesale, distribution and customer functions.

Allocation of Costs

Based on an analysis of customer class service characteristics, the classified costs summarized above were allocated to the major Hawarden customer classes. Allocation of costs was performed on a fully-distributed, embedded cost allocation basis. Specific allocation factors were utilized in each of the cost classification categories as described below. Exhibit 3-E contains a summary of the development of the various allocation factors.

Demand Allocations

Customer class demands are based on each class' estimated contribution to the utility's system peak day usage.

Commodity Allocations

Each class' share of test year commodity requirements was used to allocate commodity related costs.

Customer Facilities Allocations

The customer facilities allocator was used to allocate costs associated with the physical facilities required to serve individual customers. For the customer facility allocators, a weighted customer allocation factor is developed. Weighting factors are developed to represent the difference in service configurations between

Section 3

customer classifications. For instance, a larger customer facility is required for a single industrial demand customer than for a single residential customer.

Customer Service Allocations

The customer service allocator is for allocation of costs associated with customer service – meter reading, billing, collections and customer inquiries. As with the customer facilities allocators, weighted customer service allocators are developed to represent the different levels of customer service required by different size customers.

Revenue Allocations

Revenue related costs were allocated based on each class' share of total demand, commodity, customer facility and customer service costs.

Cost of Service Results

Based on the classifications and allocations described above, the estimated cost to serve each major class of customers for the 2019 Test Year was determined. Exhibit 3-F presents this analysis in detail. Table 3-2 below summarizes the total allocated costs for each class compared to the total revenues received from the class during 2019.

**Table 3-2
Natural Gas Cost of Service Results
Comparison of Cost and Revenues
2019 Test Year**

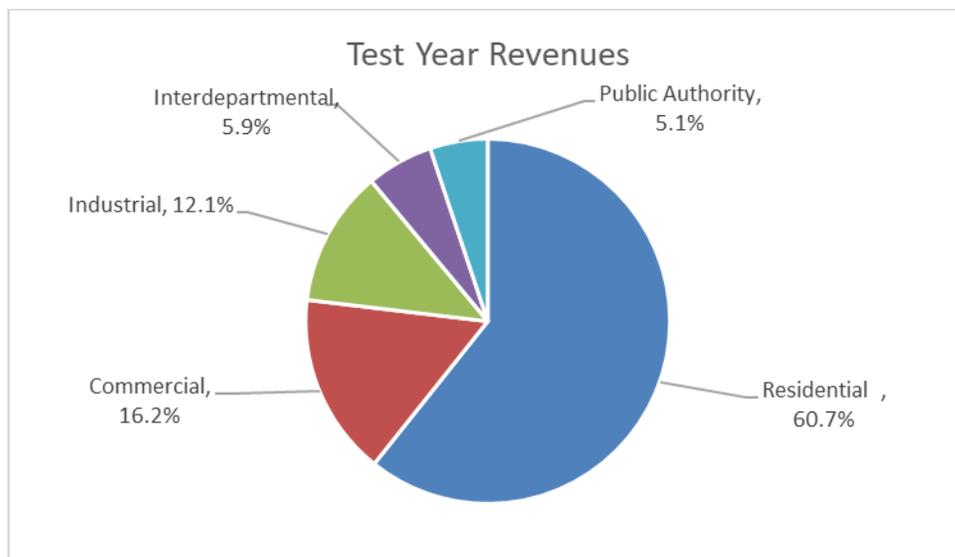
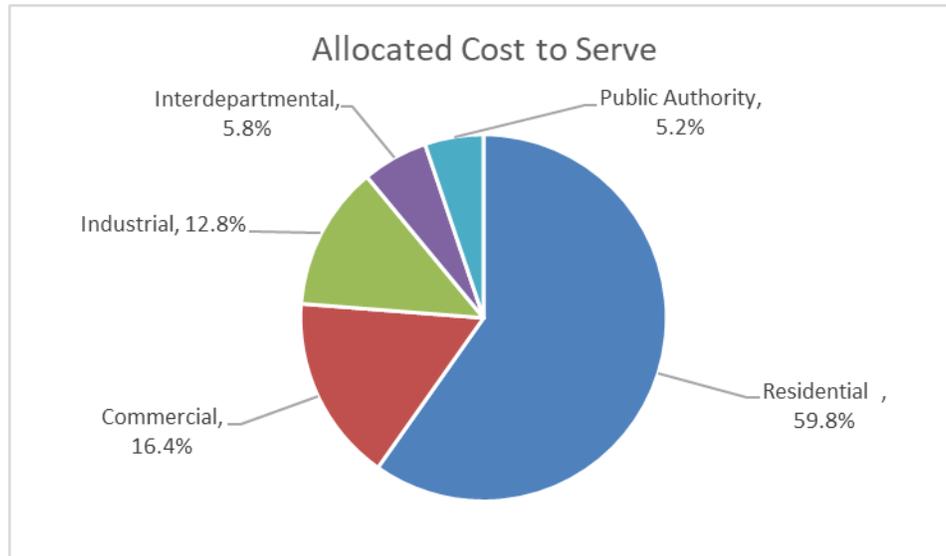
Customer Classification	Allocated Cost to Serve	Revenues
Residential	\$629,288	\$638,968
Commercial	172,905	169,966
Industrial	134,291	127,157
Interdepartmental	61,221	62,208
Public Authority	<u>54,577</u>	<u>53,984</u>
Total	\$1,052,283	\$1,052,283

The revenue requirements and revenues as allocated to each class and summarized above are shown on a total dollar basis. Table 3-3 below makes the comparison based on percentages of total cost to serve and total revenues. The percentage increase/(decrease) in each class' revenue shown below is the adjustment necessary to produce revenues from each class in accordance with the allocated cost to serve. The charts following Table 3-3 show a graphical comparison between allocated cost to serve and revenues as a percentage of the totals. The percentage adjustments do not represent the recommended change in each class' rates. The cost-of-service results are one item for consideration in rate design. It is important to note also that the adjustments shown in the table below would not change the total revenue received by the utility and are not indicative of overall revenue needs of the utility going forward. Recommendations regarding rate design are included in Section 4 of this report.

Section 3

Table 3-3
Natural Gas Cost of Service Results
Comparison of % Cost and Revenues
2019 Test Year

Customer Classification	Allocated Cost to Serve	Revenues	Increase/ (Decrease)
Residential	59.8%	60.7%	-1.5%
Commercial	16.4%	16.2%	1.7%
Industrial	12.8%	12.1%	5.6%
Interdepartmental	5.8%	5.9%	-1.6%
Public Authority	<u>5.2%</u>	<u>5.1%</u>	<u>1.1%</u>
Total	100.0%	100.0%	0.0%



As indicated above, Hawarden’s existing class revenues do not exactly match the allocated cost to serve each class. Cost based rates are one of several goals in establishing rates. The relationship between allocated costs and revenues for each class should be considered, in addition to other rate related goals, in developing recommended rates.

City of Hawarden
Functionalization of FY 2019 Test Year Natural Gas Revenue Requirements

		FY 2019					
REVENUE REQUIREMENT		<u>TEST YEAR</u>	<u>Wholesale</u>	<u>Distribution</u>	<u>Customer</u>	<u>Revenue</u>	<u>Functionalization Basis</u>
OPERATING EXPENSES							
640-825-6601	Gas Purchased	526,316	526,316	-	-	-	100% wholesale
640-825-6010	Salaries	73,105	-	51,174	21,932	-	70/30 dist/cust
640-825-6040	Overtime Wages	3,777	-	2,644	1,133	-	70/30 dist/cust
640-825-6110	FICA	5,471	-	3,830	1,641	-	70/30 dist/cust
640-825-6130	IPERS	7,003	-	4,902	2,101	-	70/30 dist/cust
640-825-6150	Group Insurance	13,569	-	9,498	4,071	-	70/30 dist/cust
640-825-6160	Workers' Compensation	707	-	495	212	-	70/30 dist/cust
640-825-6170	Unemployment Insurance	87	-	61	26	-	70/30 dist/cust
640-825-6499	Contractual Service	25,536	-	25,536	-	-	100% distribution
640-825-6496	Energy Eff Rebates	6,365	-	-	6,365	-	100% customer
640-825-6210	Dues & Subscriptions	3,629	-	2,540	1,089	-	70/30 dist/cust
640-825-6408	Insurance	7,579	-	5,305	2,274	-	70/30 dist/cust
640-825-6230	Travel & Training	4,896	-	3,427	1,469	-	70/30 dist/cust
640-825-6399	Miscellaneous Expense	5,598	-	3,919	1,679	-	70/30 dist/cust
640-825-6332	Motor Veh. - Maint.	2,575	-	2,575	-	-	100% distribution
640-825-6331	Motor Veh. - Oper.	2,384	-	2,384	-	-	100% distribution
640-825-6379	Utilities	1,164	-	1,164	-	-	100% distribution
640-825-6507	Supplies	55,579	-	55,579	-	-	100% distribution
640-825-7000	Depreciation Expense	3,724	-	3,724	-	-	100% distribution
	Total Gas System	749,064	526,316	178,756	43,991	-	
NON-OPERATING REVENUES (EXPENSES)							
	Transfer to General Fund	(151,396)	-	-	-	(151,396)	100% revenue
	Gas Miscellaneous	527	-	-	-	527	100% revenue
	Total Non-Operating Rev (Exp)	(150,869)	-	-	-	(150,869)	
OTHER OPERATING REVENUES							
	Miscellaneous Revenue	4,615	-	-	-	4,615	100% revenue
	Total Other Operating Revenues	4,615	-	-	-	4,615	
	Margin	156,965	-	-	-	156,965	100% revenue
	Total Revenue Requirement	1,052,283	526,316	178,756	43,991	303,219	

City of Hawarden
2019 Test Year Natural Gas Wholesale Classification

REVENUE REQUIREMENT		FY 2019	<u>Demand</u>	<u>Commodity</u>	<u>Classification Basis</u>
OPERATING EXPENSES		<u>TEST YEAR</u>			
640-825-6601	Gas Purchased	526,316	98,939	427,378	per wholesale gas
640-825-6010	Salaries	-	-	-	NA
640-825-6040	Overtime Wages	-	-	-	NA
640-825-6110	FICA	-	-	-	NA
640-825-6130	IPERS	-	-	-	NA
640-825-6150	Group Insurance	-	-	-	NA
640-825-6160	Workers' Compensation	-	-	-	NA
640-825-6170	Unemployment Insurance	-	-	-	NA
640-825-6499	Contractual Service	-	-	-	NA
640-825-6496	Energy Eff Rebates	-	-	-	NA
640-825-6210	Dues & Subscriptions	-	-	-	NA
640-825-6408	Insurance	-	-	-	NA
640-825-6230	Travel & Training	-	-	-	NA
640-825-6399	Miscellaneous Expense	-	-	-	NA
640-825-6332	Motor Veh. - Maint.	-	-	-	NA
640-825-6331	Motor Veh. - Oper.	-	-	-	NA
640-825-6379	Utilities	-	-	-	NA
640-825-6507	Supplies	-	-	-	NA
640-825-7000	Depreciation Expense	-	-	-	NA
	Total Gas System	<u>526,316</u>	<u>98,939</u>	<u>427,378</u>	
NON-OPERATING REVENUES (EXPENSES)					
	Transfer to General Fund	-	-	-	NA
	Gas Miscellaneous	-	-	-	NA
	Total Non-Operating Rev (Exp)	<u>-</u>	<u>-</u>	<u>-</u>	
OTHER OPERATING REVENUES					
	Supplies	-	-	-	NA
	Total Other Operating Revenues	<u>-</u>	<u>-</u>	<u>-</u>	
	Margin	-	-	-	NA
	Total Revenue Requirement	<u>526,316</u>	<u>98,939</u>	<u>427,378</u>	

City of Hawarden
2019 Test Year Natural Gas Distribution Classification

	FY 2019 <u>TEST YEAR</u>	Distribution <u>Demand</u>	Customer <u>Facilities</u>	<u>Classification Basis</u>	
REVENUE REQUIREMENT					
OPERATING EXPENSES					
640-825-6601	Gas Purchased	-	-	-	NA
640-825-6010	Salaries	51,174	38,380	12,793	75/25 dist/cust
640-825-6040	Overtime Wages	2,644	1,983	661	75/25 dist/cust
640-825-6110	FICA	3,830	2,872	957	75/25 dist/cust
640-825-6130	IPERS	4,902	3,677	1,226	75/25 dist/cust
640-825-6150	Group Insurance	9,498	7,124	2,375	75/25 dist/cust
640-825-6160	Workers' Compensation	495	371	124	75/25 dist/cust
640-825-6170	Unemployment Insurance	61	46	15	75/25 dist/cust
640-825-6499	Contractual Service	25,536	19,152	6,384	75/25 dist/cust
640-825-6496	Energy Eff Rebates	-	-	-	NA
640-825-6210	Dues & Subscriptions	2,540	1,905	635	75/25 dist/cust
640-825-6408	Insurance	5,305	3,979	1,326	75/25 dist/cust
640-825-6230	Travel & Training	3,427	2,570	857	75/25 dist/cust
640-825-6399	Miscellaneous Expense	3,919	2,939	980	75/25 dist/cust
640-825-6332	Motor Veh. - Maint.	2,575	1,931	644	75/25 dist/cust
640-825-6331	Motor Veh. - Oper.	2,384	1,788	596	75/25 dist/cust
640-825-6379	Utilities	1,164	873	291	75/25 dist/cust
640-825-6507	Supplies	55,579	41,684	13,895	75/25 dist/cust
640-825-7000	Depreciation Expense	3,724	2,793	931	75/25 dist/cust
	Total Gas System	178,756	134,067	44,689	
NON-OPERATING REVENUES (EXPENSES)					
	Transfer to General Fund	-	-	-	NA
	Gas Miscellaneous	-	-	-	NA
	Total Non-Operating Rev (Exp)	-	-	-	
OTHER OPERATING REVENUES					
	Miscellaneous Revenue	-	-	-	NA
	Total Other Operating Revenues	-	-	-	
	Margin	-	-	-	NA
	Total Revenue Requirement	178,756	134,067	44,689	

City of Hawarden
2019 Test Year Natural Gas Customer Classification

REVENUE REQUIREMENT	FY 2019 <u>TEST YEAR</u>	<u>Customer</u>	<u>Classification Basis</u>
OPERATING EXPENSES			
640-825-6601 Gas Purchased	-	-	NA
640-825-6010 Salaries	21,932	21,932	100% Customer
640-825-6040 Overtime Wages	1,133	1,133	100% Customer
640-825-6110 FICA	1,641	1,641	100% Customer
640-825-6130 IPERS	2,101	2,101	100% Customer
640-825-6150 Group Insurance	4,071	4,071	100% Customer
640-825-6160 Workers' Compensation	212	212	100% Customer
640-825-6170 Unemployment Insurance	26	26	100% Customer
640-825-6499 Contractual Service	-	-	NA
640-825-6496 Energy Eff Rebates	6,365	6,365	100% Customer
640-825-6210 Dues & Subscriptions	1,089	1,089	100% Customer
640-825-6408 Insurance	2,274	2,274	100% Customer
640-825-6230 Travel & Training	1,469	1,469	100% Customer
640-825-6399 Miscellaneous Expense	1,679	1,679	100% Customer
640-825-6332 Motor Veh. - Maint.	-	-	NA
640-825-6331 Motor Veh. - Oper.	-	-	NA
640-825-6379 Utilities	-	-	NA
640-825-6507 Supplies	-	-	NA
640-825-7000 Depreciation Expense	-	-	NA
Total Gas System	<u>43,991</u>	<u>43,991</u>	
NON-OPERATING REVENUES (EXPENSES)			
Transfer to General Fund	-	-	NA
Gas Miscellaneous	-	-	NA
Total Non-Operating Rev (Exp)	<u>-</u>	<u>-</u>	
OTHER OPERATING REVENUES			
Miscellaneous Revenue	-	-	NA
Total Other Operating Revenues	<u>-</u>	<u>-</u>	
Margin	-	-	NA
Total Revenue Requirement	<u>43,991</u>	<u>43,991</u>	NA

City of Hawarden
2019 Test Year Natural Gas Allocation Factors

	<u>Total</u>	<u>Residential</u>	<u>Commercial</u>	<u>Industrial</u>	<u>Interdepartmental</u>	<u>Public Authority</u>
Demand Allocation Factors						
Peak Day - ccf	11,633	6,909	1,888	1,469	691	676
Peak Day	100.0%	59.4%	16.2%	12.6%	5.9%	5.8%
Commodity Allocation Factors						
Commodity Sales - ccf	1,148,727	678,222	188,753	148,865	71,120	61,767
Commodity	100.0%	59.0%	16.4%	13.0%	6.2%	5.4%
Customer Data						
Number of Customers	1,009	865	114	9	15	6
Customer Facilities Weight		1	2	35	5	10
Customer Service Weight		1	2	5	2	2
Weighted Customer Facilities	1,546	865	227	315	75	64
CF	100.0%	55.9%	14.7%	20.4%	4.9%	4.1%
Weighted Customer Service	1,180	865	227	45	30	13
CS	100.0%	73.3%	19.3%	3.8%	2.5%	1.1%
Revenue Allocator						
Sum Other Rev Reqs	749,064	447,956	123,082	95,595	43,580	38,851
R	100.0%	59.8%	16.4%	12.8%	5.8%	5.2%

City of Hawarden
2019 Test Year Allocation of Gas Revenue Requirements

	<u>Total</u>	<u>Residential</u>	<u>Commercial</u>	<u>Industrial</u>	<u>Interdepartmental</u>	<u>Public Authority</u>	<u>Allocation Factor</u>
<u>Wholesale</u>							
Demand	98,939	58,759	16,061	12,496	5,874	5,748	Peak Day
Commodity	427,378	252,329	70,225	55,384	26,460	22,980	Commodity
Total Wholesale	526,316	311,088	86,285	67,881	32,334	28,728	
<u>Distribution</u>							
Distribution Demand	134,067	79,622	21,763	16,933	7,960	7,789	Peak Day
Customer Facilities	44,689	24,998	6,565	9,103	2,167	1,854	CF
Total Distribution	178,756	104,620	28,328	26,036	10,128	9,644	
<u>Customer</u>							
Customer Service	43,991	32,248	8,469	1,678	1,118	478	CS
Total Customer Service	43,991	32,248	8,469	1,678	1,118	478	
<u>Revenue</u>							
Other Revenue	146,254	87,463	24,032	18,665	8,509	7,586	R
Margin	156,965	93,869	25,792	20,032	9,132	8,141	R
Total Revenue	303,219	181,332	49,823	38,696	17,641	15,727	
Total Revenue Requirements	1,052,283	629,288	172,905	134,291	61,221	54,577	
Total Revenues	1,052,283	638,968	169,966	127,157	62,208	53,984	
Percent Revenue Requirements	100.0%	59.8%	16.4%	12.8%	5.8%	5.2%	
Percent Revenues	100.0%	60.7%	16.2%	12.1%	5.9%	5.1%	
Percent Change	0.0%	-1.5%	1.7%	5.6%	-1.6%	1.1%	
Revenue Req/ccf	0.916	0.928	0.916	0.902	0.861	0.884	
Revenue/ccf	0.916	0.942	0.900	0.854	0.875	0.874	

Section 4

Proposed Rates

Changes to rates are generally based on the overall need for revenues and results of the cost-of-service analyses. The projected operating results at existing rates as presented in Section 2 of this report outlines the overall revenue needs of the gas utility. Section 3 summarizes the cost-of-service cost results. These factors have been considered in developing the recommendations summarized in this section of the report.

Proposed Rates

Revenue Needs – Reserve Funds

As summarized in Table 2-3 in section 2 of this report, Hawarden’s existing natural gas rates are projected to be sufficient to moderately increase cash reserve levels during the Study Period. Utilities like Hawarden maintain cash reserves as a hedge against financial risk. Sufficient cash reserve balances allow a utility to react to unforeseen events in a more gradual manner. This prevents the utility from needing to immediately raise rates to maintain financial solvency. No overall increase in existing retail rates is recommended at this time. Hawarden is commended for implementing the increase in monthly customer charges in anticipation of the NNG rate increase. It is important that Hawarden continue to monitor the outcome of the NNG rate case and its impact on Hawarden customers.

Rate Design Considerations

Hawarden currently charges all retail gas customers the same rate. It is common for utilities to have varied rates for different classes of customers. For a utility like Hawarden, this difference is often reflected in the monthly customer charge. Hawarden currently classifies its gas customers as residential, commercial, industrial, interdepartmental and public authority. These designations are generally driven by a customer’s electric rate class or its governmental designation. As an example, Hawarden has 8 large customers

Section 4

whose monthly peak consumption exceeds 1600 ccf per month. They are all at least 80% larger than the 9th largest customer. Of these 8 customers, 4 are classified as industrial, 2 are public authority, 1 is interdepartmental and 1 is commercial. Additionally, the largest residential customer is much larger than one of the industrial customers and about the same size as another industrial customer. A difference in customer charges for larger customers is warranted by the need for additional fixed customer related expenses for bigger customers. However, Hawarden's current gas customer designations are not driven by size. It is understood that the current billing system may not allow moving customers into new designations, but potential rates for Hawarden's future consideration are presented below.

Table 4-1
Potential Revised Customer Charges
Natural Gas

Classification	Description	Monthly Customer Charge
Residential	Consistent with current designation	\$9
Small Commercial	Non-residential customers with peak month usage under 500 ccf	\$9
Large Commercial	Non-residential customers with peak month usage between 500 and 2000 ccf	\$30
General Service	Non-residential customers with peak month usage greater than 2000 ccf	\$75

Implementation of the rates shown above would increase Hawarden's total gas revenues by approximately \$8,600 per year (less than 1%).

Gas Cost Recovery Fee

Hawarden utilizes a Gas Cost Recovery Fee (GCRF) to automatically adjust retail gas bills for the actual commodity price of gas supply and delivery to Hawarden. The Hawarden GCRF methodology is a straight pass-through of commodity costs to retail customers. No change in the current GCRF structure is recommended.

**CLEAN WATER STATE REVOLVING FUND
LOAN DISBURSEMENT REQUISITION**



INVESTING IN IOWA'S WATER
www.iowasrf.com

1963 Bell Ave. Ste. 200
Des Moines, IA 5050315
800-432-7230
F 515-725-4901

1. Requisition No. 8	2. Type of Request: <input checked="" type="checkbox"/> Partial <input type="checkbox"/> Final
3. Date Submitted: 5/5/2020	4. Loan Project No. CS-1920897-01

5. Loan Recipient: City of Hawarden
Mailing Address: 1150 Central Ave.
Hawarden, IA 51023

6. COST CLASSIFICATION	TOTAL PROJECT COSTS TO DATE	COSTS PAID FROM OTHER SOURCES	COSTS PAID FROM LOAN PROCEEDS
a. Loan initiation fee			
b. P&D Loan Pay off			
c. Administrative expense			
d. Land, rights-of-way			
e. Legal expenses			
f. Engineering design fees			
g. Engineering construction fees			
h. Construction			\$369,591.80
i. Equipment			
j. Misc. costs			
k. Final loan adjustment			
i. TOTAL COSTS			
m. Disbursement received			
n. Amount of this request			\$369,591.80

I hereby certify that this request for disbursement is a true and accurate request for disbursement; that it is made in accordance with the terms and conditions of the above referenced Loan Agreement; and that this request for disbursement represents eligible project costs not previously requested.

Michael DeBruin
Signature of Authorized Representative

Michael DeBruin City Administrator
Typed or Printed Name and Title



ENGINEERS JOINT CONTRACT
DOCUMENTS COMMITTEE

Contractor's Application for Payment No. 8

Application Date:

May 6, 2020

To (Owner): City of Hawarden, IA 1150 Central Avenue Hawarden, IA 51023	From (Contractor): Hoogendoorn Construction, Inc. 47895 U.S. Hwy. 18 Canton, SD 57013	Via (Engineer): DGR Engineering 1302 S. Union St., P.O. Box 511 Rock Rapids, IA 51246
Project: Wastewater Treatment Facilities Improvements	Contract Amount: \$2,905,000.00	Engineer's Project No.: 817950

Change Order Summary

Number	Additions	Deductions
1	\$ 8,391.00	
2	\$ 11,833.00	
3	\$ 776.00	
4		
5		
6		
7		
8		
9		
10		
Subtotal	\$ 21,000.00	
Net Change	\$21,000.00	

1. Original Contract Price	\$ 2,884,000.00
2. Net Change by Change Orders	\$ 21,000.00
3. Current Contract Price (Line 1 ± 2)	\$ 2,905,000.00
4. Total Completed and Stored to Date	\$ 2,157,759.40
5. Retainage:	
a. Work Completed 5% X \$ 2,076,543.40	\$ 103,827.17
b. Stored Material 5% X \$ 81,216.00	\$ 4,060.80
c. Total Retainage (Line 5a + Line 5b)	\$ 107,887.97
6. Amount Eligible to Date (Line 4 - Line 5c)	\$ 2,049,871.43
7. Less Previous Payments (From prior Application)	\$ 1,680,279.63
8. Amount Due this Application	\$ 369,591.80
9. Balance to Finish, Plus Retainage	\$ 855,128.57

Contractor's Certification:

The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

[Signature]

5/6/20

Contractor: Aric Kelderman

Date

Payment of:

\$369,591.80

(Line 8 or other - attach explanation of the other amount)

is recommended by:

[Signature]

5/6/20

Engineer: Samuel A. Johnson, P.E., Project Engineer

Date

Payment of:

\$369,591.80

(Line 8 or other - attach explanation of the other amount)

is approved by:

Owner: Mike DeBruin, City Administrator

Date

Summary of Completed Work

Attachment to Certificate for Payment No. 8

Line Item No.	Specification No.	Description	Scheduled Value	Work Completed		Materials Presently Stored	Total Completed and Stored to Date		Balance to Finish
				From Previous Applications	This Period		Amount	Percentage	
1	01000	Execution Requirements	\$ 47,000.00	\$ 47,000.00			\$ 47,000.00	100.00%	\$ -
2	01100	Steel Repair Allowance	\$ 4,000.00						\$ 4,000.00
3	01101	Liquid Sludge Disposal	\$ 10,000.00						\$ 10,000.00
4	01300	Project Management	\$ 59,000.00	\$ 35,400.00	\$ 2,950.00		\$ 38,350.00	65.00%	\$ 20,650.00
5	01500	Temporary Facilities	\$ 18,000.00	\$ 10,800.00	\$ 900.00		\$ 11,700.00	65.00%	\$ 6,300.00
6	02100	Demolition	\$ 7,000.00	\$ 700.00			\$ 700.00	10.00%	\$ 6,300.00
7	02110	Chain Link Fencing	\$ 1,000.00	\$ 500.00			\$ 500.00	50.00%	\$ 500.00
8	02205	Site Earthwork	\$ 27,000.00	\$ 21,600.00			\$ 21,600.00	80.00%	\$ 5,400.00
9	02821	Seeding	\$ 3,000.00						\$ 3,000.00
10	03100	Concrete Foundations	\$ 30,000.00	\$ 30,000.00			\$ 30,000.00	100.00%	\$ -
11	03200	Concrete Reinforcement	\$ 4,000.00	\$ 4,000.00			\$ 4,000.00	100.00%	\$ -
12	03300	Concrete Flatwork	\$ 31,000.00	\$ 27,900.00			\$ 27,900.00	90.00%	\$ 3,100.00
13	03301	Generator Pad	\$ 26,000.00	\$ 26,000.00			\$ 26,000.00	100.00%	\$ -
14	05500	Splitter Box	\$ 18,000.00	\$ 18,000.00			\$ 18,000.00	100.00%	\$ -
15	06100	Rough Carpentry	\$ 61,000.00	\$ 57,950.00	\$ 3,050.00		\$ 61,000.00	100.00%	\$ -
16	07200	Insulation	\$ 4,000.00	\$ 4,000.00			\$ 4,000.00	100.00%	\$ -
17	07411	Metal Panels	\$ 24,000.00	\$ 24,000.00			\$ 24,000.00	100.00%	\$ -
18	07920	Sealants	\$ 1,000.00	\$ 500.00			\$ 500.00	50.00%	\$ 500.00
19	08220	Doors and Frames	\$ 17,000.00						\$ 17,000.00
20	08331	Overhead Doors	\$ 26,000.00						\$ 26,000.00
21	09904	Painting	\$ 264,000.00	\$ 7,920.00	\$ 66,000.00		\$ 73,920.00	28.00%	\$ 190,080.00
22	11900	Blowers and Aeration System	\$ 391,000.00		\$ 286,624.00	\$ 77,006.00	\$ 363,630.00	93.00%	\$ 27,370.00
23	13128	Aluminum Clarifier Domes	\$ 154,000.00	\$ 20,805.40			\$ 20,805.40	13.51%	\$ 133,194.60
24	15010	Process Piping	\$ 328,000.00	\$ 144,854.00	\$ 31,336.00	\$ 4,210.00	\$ 180,400.00	55.00%	\$ 147,600.00
25	15800	Site Utilities	\$ 105,000.00	\$ 105,000.00			\$ 105,000.00	100.00%	\$ -
26	26010	Electrical	\$ 487,000.00	\$ 443,170.00			\$ 443,170.00	91.00%	\$ 43,830.00
27	26800	Gas Generator	\$ 342,000.00	\$ 335,160.00			\$ 335,160.00	98.00%	\$ 6,840.00
28	26900	Controls	\$ 395,000.00	\$ 300,200.00			\$ 300,200.00	76.00%	\$ 94,800.00
29_CO1	-	Replacement of WAS manhole section, lump sum	\$ 3,048.00	\$ 3,048.00			\$ 3,048.00	100.00%	\$ -
30_CO1	-	Modifications to MCC, lump sum	\$ 4,809.00	\$ 4,809.00			\$ 4,809.00	100.00%	\$ -
31_CO1	-	UV building overexcavation and fill placement, lump sum	\$ 6,774.00	\$ 6,774.00			\$ 6,774.00	100.00%	\$ -
32_CO1	-	Blower intake piping modifications, lump sum	\$ (6,240.00)	\$ (6,240.00)			\$ (6,240.00)	100.00%	\$ -
33_CO2	-	Relay panel and wiring for pump seal water supply solenoids, lump sum	\$ 11,833.00	\$ 11,833.00			\$ 11,833.00	100.00%	\$ -
34_CO3	-	Omit NEMA rating and provide standard operators for the two OH coiling doors, lump sum	\$ (4,377.00)						\$ (4,377.00)
35_CO3	-	Supply and install two float switches for the domestic and industrial wet wells, including electrical work, lump sum	\$ 3,939.00						\$ 3,939.00
36_CO3	-	Replacement of existing electrical wiring, conduit, and junction box to the west wet well ventilation fan, lump sum	\$ 1,214.00						\$ 1,214.00
Totals			\$ 2,904,224.00	\$ 1,685,683.40	\$ 390,860.00	\$ 81,216.00	\$ 2,157,759.40	74.30%	\$ 746,464.60

CERTIFICATE FOR PAYMENT NO. 1

Knife River Midwest, LLC
2220 Hawkeye Dr
Sioux City, IA 51105

Project: Central Avenue Rehabilitation
Hawarden, IA

DGR Project No. 369034

Owner: City of Hawarden, IA

For Period From: April 1, 2020 to April 30, 2020

Line No.	Estimated Units	Description	Unit Price	Contract Price	This Application		Completed to Date	
					Units	Value	Units	Value
1	1 Ea.	Adjust manhole frame and casting	\$501.50	\$501.50	1.00	\$501.50	1.00	\$501.50
2	1 Ea.	Adjust water valve box	326.11	326.11	2.00	652.22	2.00	652.22
3	1,700 Ton	HMA (300K), Type B, 1/2 in. mix, PG 58-28 binder	85.10	144,670.00	1,697.50	144,457.25	1,697.50	144,457.25
4	250 Ton	HMA (300K), Type B, 1/2 in. mix, PG 58-28 binder, leveling course	85.10	21,275.00	250.00	21,275.00	250.00	21,275.00
5	8,950 S.Y.	Engineering fabric	0.81	7,249.50	8,613.00	6,976.53	8,613.00	6,976.53
6	2,250 Gal.	Bituminous material for tack coat	2.84	6,390.00	2,250.00	6,390.00	2,250.00	6,390.00
7	8,950 S.Y.	Mill existing ACC pavement	3.40	30,430.00	8,950.00	30,430.00	8,950.00	30,430.00
8	JOB	Traffic Control	L.S.	7,575.71	100%	7,575.71	100%	7,575.71
9	JOB	Mobilization	L.S.	<u>6,625.70</u>	100%	<u>6,625.70</u>	100%	<u>6,625.70</u>
TOTAL BID				\$225,043.52	\$224,883.91		\$224,883.91	
Total Work Completed								\$224,883.91
Stored Materials								
Less Retainage								<u>5</u> % <u>11,244.20</u>
								\$213,639.71
Less Previous Payments								
TOTAL AMOUNT DUE THIS PAY REQUEST								<u>\$213,639.71</u>

Payment Requested by:

Knife River Midwest, LLC
(Contractor)

[Signature]
(signature)

Date 4-21-2020

Payment Recommended by: DGR Engineering

[Signature]
(signature)

Date 4-22-2020

Payment Approved by: City of Hawarden, IA

[Signature]
(signature)

Date 5-8-20

PAY ESTIMATE NO. 4 (FINAL)
 NORTH 69 KV TRANSMISSION LINE CONSTRUCTION
 CITY OF HAWARDEN, IA
 DGR Project Number 413608

For Period From: 11/23/2019 To: 12/12/2019
 Contractor: Watts Electric Company
 Bid Date: June 5, 2019



SUMMARY

VALUE OF WORK COMPLETED TO DATE \$ 896,168.38
 LESS RETAINAGE....(0%).....
 TOTAL AMOUNT DUE INCLUDING THIS PAYMENT..... \$896,168.38
 LESS ESTIMATES PREVIOUSLY APPROVED.....
 Pay Estimate No. 1..... \$185,890.90
 Pay Estimate No. 2..... \$510,980.51
 Pay Estimate No. 3..... \$154,488.55
 Pay Estimate No. 4.....
 Pay Estimate No. 5.....
 Pay Estimate No. 6.....
 Pay Estimate No. 7.....
 Pay Estimate No. 8.....
 Pay Estimate No. 9.....
 Pay Estimate No. 10.....
 Pay Estimate No. 11.....
 Pay Estimate No. 12.....
 Pay Estimate No. 13.....
 TOTAL AMOUNT DUE THIS ESTIMATE..... \$44,808.42

ORIGINAL CONTRACT PRICE..... \$899,651.73
 EXPECTED FINAL CONTRACT COST (w/C.O.s, Additions & Deletions)..... \$896,168.38
 LESS TOTAL PAYMENTS, INCLUDING THIS PAYMENT..... \$896,168.38
 EXPECTED CONTRACT BALANCE AFTER THIS PAYMENT..... (\$0.00)
 % OF EXPECTED FINAL CONTRACT PRICE PAID, INCL. THIS PAYMENT..... 100.0%

5% RETAINAGE HELD THIS PAY REQUEST: (\$44,808.42)

The undersigned Contractor hereby certifies that payment has been made in full for all labor and materials incorporated in the project to date, in accordance with the terms of the Construction Contract.

By WATT'S ELECTRIC COMPANY, Contractor

By Joni J Watts-McDonald Date 3/12/2020

CERTIFICATE

THE AMOUNT OF \$44,808.42 IS APPROVED FOR PAYMENT ACCORDING TO THE TERMS OF THE CONTRACT.

CITY OF HAWARDEN, Owner
 By Michael DeBruin
 Title City Administrator
 Date 4-30-2020

DGR ENGINEERING, Engineer
 By Troy M... ..
 Date 04/29/2020

Revenues

Other City Taxes

\$	35,000.00	Lost	121-950-4090	LOST Additional Rev
----	------------------	------	--------------	---------------------

Use Of Money

\$	19,500.00	Electric	630-820-4810	Sale of Vehicle
\$	<u>25,000.00</u>	General	001-950-4800	Sale of City Hall
\$	44,500.00			

Inter Governmental

\$	13,275.00	Flood	308-000-1100	
\$	6,500.00	Ambulance	001-950-4440	Other gov agency
\$	9,188.00	Library	001-410-4440	Grant-Siouxland
\$	9,241.00	Library	001-410-4440	LSTA
\$	<u>1,967.00</u>	Library	001-410-4435	Enrich Iowa
\$	40,171.00			

Charges for Service

\$	50,000.00	Ambulance	001-160-4511	Increase to service Rev
\$	<u>8,345.00</u>	Fire	001-150-4500	HOUSE FIRE PMNTS
\$	58,345.00			

Other Financing

\$	2,405,737.00	Electric	635-820-4820	Proceeds from Rev Bond
\$	<u>2,660,510.00</u>	Sewer	611-815-4820	Proceeds from Rev Bond
\$	5,066,247.00			

Transfers

\$	1,141,861.00	See expense transfers for full detail		
----	---------------------	---------------------------------------	--	--

\$	6,386,124.00	Total Revenue Increase		
----	---------------------	------------------------	--	--

Expenses

Public Saftey			
FIRE	\$	875.00	001-150-6413 Pmnts to Other FD's - offset by Income
	\$	40,000.00	001-150-6727 ISF Expense moved from Transfer fund
Ambulance	\$	6,930.00	001-160-6050 Crew Fees- paid by additional Revenue
Total Expense Raise	\$	47,805.00	

Public Works			
Street	\$	32,500.00	001-210-6727 ISF PMNT (paid from RUT) Lower Transfers
Total Expense	\$	32,500.00	

LOST			
Hospital	\$	35,000.00	121-320-6413 Additional Lost Over annual amount
Total Expense	\$	35,000.00	

Culture And Rec			
LIBRARY	\$	18,429.00	001-410-6340 Paid by Grant Revenue
	\$	1,967.00	001-410-6340 Paid by Erich Iowa
	\$	1,932.00	001-410-6377 Paid by Gift/Vipond
	\$	13,094.00	001-410-6340 Paid by Gift/Vipond
	\$	2,339.00	001-410-6399 Paid by Gift/Vipond
	\$	6,387.00	112-410-6110 FICA- Benefits Error
	\$	7,881.00	112-410-6130 IPERS- Benefits Error
	\$	9,073.00	112-410-6150 Group Ins - Benefits Error
	\$	497.00	001-410-6170 Unemployment -Benefits Error
Park	\$	3,250.00	001-430-6727 ISF Expense - moved from Transfer line
	\$	10,000.00	001-430-6799 Park-windows/cement/equipment; Paid by Utility Transfer
Pool	\$	40,000.00	001-442-6799 Sand Filters - paid by Utility Transfer
GOLF	\$	35,000.00	001-663-6727 Mower - pd from Charges for Service Increase
Total Expense	\$	149,849.00	

General Government			
Leg Admin	\$	(58,301.00)	001-610-6497 Pmnts from Utilities - moved from transfer line
	\$	10,000.00	001-610-6401 Audit - paid by Reserves
GEN ADMIN	\$	(264,911.00)	001-620-6497 Pmnts from Utilities - moved from transfer line
	\$	75,000.00	001-620-6730 Jeff Carrs Lot-25,000 from City Hall sale/50,000 from Utilities
	\$	10,000.00	001-620-6499 Mosquito Spray paid by Utility Transfer
	\$	10,000.00	001-620-6499 Bike Path work paid by Reserves
Total Expense	\$	(218,212.00)	

Expenses Continued

Debt Service

Debt	\$	(77,595.00)	200-710-6802	10th Street Pd off FY19 - Reduced Expense
	\$	(17,576.00)	200-710-6804	Industrial Park Pd off FY19- Reduced Expense
	\$	(7,076.00)	200-710-6852	10th Street Pd off FY19- Reduced Expense
	\$	(1,403.00)	200-710-6854	Industrial Park Pd off FY19- Reduced Expense
Total Expense	\$	(103,650.00)		

Capital Projects

Downtown Project	\$	900,000.00	313-xxx-6727	Adding Downtown Project - pd by internal loan
-------------------------	----	------------	--------------	---

Enterprise

Water	\$	4,969.00	601-810-6727	ISF Expense moved from Transfer Expense
	\$	9,099.00	601-810-6490	Charge to Leg Adm moved from Transfer line
	\$	38,393.00	601-810-6491	Charge to Gen Adm moved from Transfer line
WasteWater	\$	9,099.00	610-815-6490	Charge to Leg Adm moved from Transfer line
	\$	38,393.00	610-815-6491	Charge to Gen Adm moved from Transfer line
	\$	6,969.00	610-815-6727	ISF Expense moved from Transfer Expense
Wastewater Fac Upgrad	\$	2,534,646.00	611-815-6799	Adding Project
Utility Crossing	\$	126,750.00	611-815-6727	Adding Project
Electric	\$	9,099.00	630-820-6490	Charge to Leg Adm moved from Transfer line
	\$	57,589.00	630-820-6491	Charge to Gen Adm moved from Transfer line
	\$	31,541.00	630-820-6727	ISF Expense moved from Transfer Expense
Transmission	\$	1,049,761.00	635-820-6799	Adding Project
South Feeder	\$	84,814.00	635-820-6798	Adding Project
Gas	\$	9,099.00	640-825-6490	Charge to Leg Adm moved from Transfer line
	\$	57,589.00	640-825-6491	Charge to Gen Adm moved from Transfer line
	\$	7,490.00	640-825-6727	ISF Expense moved from Transfer Expense
	\$	103,000.00	640-825-6799	Gas Main - pd by reserves
	\$	12,000.00	640-825-6499	Rate study
Solid Waste	\$	45,786.00	670-840-6499	Rate increase from OC San switch
Hospital				
Phone	\$	9,099.00	720-855-6490	Charge to Leg Adm moved from Transfer line
	\$	32,634.00	720-855-6491	Charge to Gen Adm moved from Transfer line
	\$	65,021.00	720-855-6493	Charge to Tele Adm moved from Transfers
	\$	145,354.00	720-855-6801	Electric Lease - moved from transfers
Cable/Internet	\$	9,099.00	710-856-6490	Charge to Leg Adm moved from Transfer line
	\$	32,634.00	710-856-6491	Charge to Gen Adm moved from Transfer line
	\$	65,021.00	710-856-6493	Charge to Tele Adm moved from Transfers
Telecom Admin	\$	(130,042.00)	700-931-6497	Money from Telecom Utilities
Total	\$	4,464,906.00		

Expenses Continued

Transfers

Transfer line	From Fund	To Fund	Notes
\$ (40,000.00)	001-910-6910	831-910-4830	moved expense to budget
\$ (32,500.00)	001-910-6910	831-910-4830	moved expense to budget
\$ (52,461.00)	601-910-6910	001-910-4830	moved expense to budget
\$ (54,461.00)	610-910-6910	001-910-4830	moved expense to budget
\$ (78,729.00)	630-910-6910	001-910-4830	moved expense to budget
\$ 900,000.00	630-910-6910	313-910-4830	Downtown Project Internal Loan
\$ (74,178.00)	640-910-6910	001-910-4830	moved expense to budget
\$ 101,097.00	009-910-6910	314-910-4830	Parking Lot Payment
\$ 55,282.00	670-910-6910	314-910-4830	Parking Lot Payment
\$ 13,623.00	001-910-6910	314-910-4830	Parking Lot Payment
\$ (219,087.00)	720-855-6801	001-910-4830	moved expense to budget
\$ (139,733.00)	710-910-6910	001-910-4830	moved expense to budget
\$ 150,000.00	710-910-6910	700-910-4830	Transfer to pay for Tele Admin Services
\$ 155,783.00	710-910-6910	720-910-4830	Internal transfer to clear Phone negative balance
\$ 139,226.00	128-910-6911	200-910-4831	16th street pmnt from TIF
\$ 57,824.00	126-910-6911	001-910-4831	Seal Coat and Admin costs from TIF
\$ 132,281.00	302-910-6910	200-910-4830	Street assessment moved to pay Street loans July 2019
\$ 729.00	001-910-6910	306-910-4830	Close neg balance to Mapping Project
\$ 17,165.00	600-910-6910	831-910-4830	Closed out GUA 7-1-19 to Capital Equipment Fund
\$ 38,000.00	630-910-6910	001-910-4830	Utility Transfer
\$ 36,000.00	640-910-6910	001-910-4830	Utility Transfer
\$ 36,000.00	710-910-6910	001-910-4830	Utility Transfer
\$ 1,141,861.00	total		

RESOLUTION NO. 2020-24

Resolution to fix a date for a public hearing on proposal to enter into an amended Sewer Revenue Loan and Disbursement Agreement and to borrow money thereunder in a principal amount not to exceed \$3,810,000

WHEREAS, the City of Hawarden (the “City”), in Sioux County, State of Iowa, did heretofore establish a Municipal Sanitary Sewer System (the “Utility”) in and for the City which has continuously supplied sanitary sewer service in and to the City and its inhabitants since its establishment; and

WHEREAS, the management and control of the Utility are vested in the City Council (the “Council”) and no board of trustees exists for this purpose; and

WHEREAS, pursuant to a prior resolution of the Council (the “Outstanding Bond Resolution”), the City previously issued its \$3,510,000 Taxable Sewer Revenue Bond, SRF Series 2019, dated November 13, 2019 (the “Outstanding Bond”) to the Iowa Finance Authority (the “Lender”), a portion of which remains outstanding; and

WHEREAS, pursuant to the Outstanding Bond Resolution, the City reserved the right to call the Outstanding Bond for early redemption, subject to the conditions set forth in the Outstanding Bond Resolution; and

WHEREAS, the City will undertake the construction of a certain water resource restoration project (the “Project”); and

WHEREAS, the Lender has agreed to provide financing for the Project by refinancing the Outstanding Bond, increasing its principal amount and decreasing the interest rate thereon; and

WHEREAS, the City now proposes to enter into an amended Sewer Revenue Loan and Disbursement Agreement (the “Agreement”) with the Lender and to borrow money thereunder in a principal amount not to exceed \$3,810,000, pursuant to the provisions of Section 384.24A of the Code of Iowa, for the purpose of paying the cost, to that extent, of (1) current refunding the Outstanding Bond; and (2) constructing the Project; and it is now necessary to fix a date of meeting of the City Council at which it is proposed to take action to enter into the Agreement and to give notice thereof as required by such law;

NOW, THEREFORE, Be It Resolved by the City Council of the City of Hawarden, Iowa, as follows:

Section 1. The City Council shall meet on May 27, 2020, at the Council Chambers, City Hall, in the City, at 5:30 o’clock p.m., at which time and place a hearing will be held and proceedings will be instituted and action taken to enter into the Agreement.

Section 2. The City Clerk is hereby directed to give notice of the proposed action on the Agreement setting forth the amount and purpose thereof, the time when and place where the said meeting will be held, by publication at least once, not less than four (4) and not more than twenty (20) days before the meeting, in a legal newspaper which has a general circulation in the City. The notice shall be in substantially the following form:

NOTICE OF PROPOSED ACTION TO INSTITUTE PROCEEDINGS TO ENTER INTO AN
AMENDED LOAN AND DISBURSEMENT AGREEMENT AND TO BORROW MONEY
THEREUNDER IN A PRINCIPAL AMOUNT NOT TO EXCEED \$3,810,000

(SEWER REVENUE)

The City Council of the City of Hawarden, Iowa, will meet on May 27, 2020, at the Council Chambers, City Hall, in the City, at 5:30 o'clock p.m., for the purpose of instituting proceedings and taking action on the proposal to enter into an amended loan and disbursement agreement (the "Agreement") and to borrow money thereunder in a principal amount not to exceed \$3,810,000 for the purpose of paying the cost, to that extent, of (1) current refunding the City's outstanding Taxable Sewer Revenue Bond, SRF Series 2019, dated November 13, 2019; and (2) undertaking the construction of a certain water resource restoration project.

Due to federal and state government recommendations in response to COVID-19 pandemic conditions, the meeting can be alternatively accessed electronically via Zoom, which will be accessible at the following:

<https://zoom.us/j/97746626723?pwd=SjYrMlBhdFpFcE9TaElyWHRqZHNEdz09>

Meeting ID: 977 4662 6723

Password: 462731

In addition to electronic access, written comments may be filed or made prior to the meeting and will be recorded in the minutes.

The Agreement will not constitute a general obligation of the City, nor will it be payable in any manner by taxation but, together with any additional obligations of the City as may be hereafter issued and outstanding from time to time ranking on a parity therewith, will be payable solely and only from the Net Revenues of the Municipal Sanitary Sewer System of the City.

At the aforementioned time and place, oral or written objections may be filed or made to the proposal to enter into the Agreement. After receiving objections, the City may determine to enter into the Agreement, in which case, the decision will be final unless appealed to the District Court within fifteen (15) days thereafter.

By order of the City Council of the City of Hawarden, Iowa.

Mike DeBruin
City Clerk

Section 3. Pursuant to Section 1.150-2 of the Income Tax Regulations (the “Regulations”) of the Internal Revenue Service, the City declares (a) that it intends to undertake the Project which is reasonably estimated to cost approximately \$299,000, (b) that other than (i) expenditures to be paid or reimbursed from sources other than the issuance of bonds, notes or other obligations (the “Bonds”), or (ii) expenditures made not earlier than 60 days prior to the date of this Resolution or a previous intent resolution of the City, or (iii) expenditures amounting to the lesser of \$100,000 or 5% of the proceeds of the Bonds, or (iv) expenditures constituting preliminary expenditures as defined in Section 1.150-2(f)(2) of the Regulations, no expenditures for the Project have heretofore been made by the City and no expenditures will be made by the City until after the date of this Resolution or a prior intent resolution of the City, and (c) that the City reasonably expects to reimburse the expenditures made for costs of the City out of the proceeds of the Bonds. This declaration is a declaration of official intent adopted pursuant to Section 1.150-2 of the Regulations.

Section 4. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Section 5. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

Passed and approved May 13, 2020.

Mayor

Attest:

City Clerk

••••

On motion and vote, the meeting adjourned.

Mayor

Attest:

City Clerk

Non-501(c)(3) Fiscal Sponsorship Agreement

Applicant: Hawarden Community Dinner
Fiscal Sponsor: City of Hawarden
Project Name: Feed Me!

City of Hawarden (hereafter referred to as Organization)

has agreed to serve as a fiscal/program sponsor for Hawarden Community Dinner (hereafter referred to as Applicant) as outlined in the attached grant application and supporting materials. The governing Board of the Organization has formally approved adopting the Applicant as a program or Project consistent with its purpose and mission. The Applicant's financial activities will be accounted for as a program of the Organization for IRS auditing and financial reporting purposes.

Since the Applicant is not a recognized tax-exempt entity, the Organization must exercise full control over the Applicant's financial administration, management and disbursement of funds. If a grant is awarded, the Organization is responsible for ensuring completion of timely reports and submission of necessary financial statements required by the grantor Community Foundation. Failure to insure timely reporting on behalf of the Applicant will result in a loss of good standing.

This agreement will be in effect from the date of a grant award to support the above-named project until the grant funds are expended and the final report has been submitted and accepted.

We agree to the terms stated above.

Signed this 14th day of May, 2020 (year)
on behalf of Hawarden Community Dinner (the Applicant)

By: Signature _____ Title _____
Print Name _____

Signed this 14th day of May, 2020 (year)
on behalf of City of Hawarden (the Organization)

By: Signature _____ Title City Administrator
Print Name Michael DeBruin

Address 1150 Central Avenue
City Hawarden State Ia Zip 51023
Telephone Number 712-551-2565

Attach to this Agreement the Fiscal Sponsor's 501(c)(3) IRS Determination Ruling Letter or comparable proof of charitable exemption (i.e. a letter from a City official confirming the status of the Applicant as a recognized unit of local government.)

Attach a copy of the Resolution or Meeting Minutes wherein sponsorship was approved.

-Continued-

STEPS FOR A PROPERLY ADMINISTERED FISCAL SPONSORSHIP:

Step 1: Before submitting a grant proposal to the Community Foundation, the non-501(c)(3) organization (hereafter referred to as the Applicant) that wants to do the project presents the written grant proposal to the Sponsor, describing a specific project to be conducted.

Step 2: The Sponsor evaluates the grant proposal to determine whether the project is charitable and carries out the Sponsor's tax-exempt purposes.

Step 3: The Sponsor's Governing Board reviews and approves the project as furthering the Sponsor's exempt purposes. Thus, before funds are sought from the Community Foundation, the Sponsor has pre-approved the project as its grantee.

Step 4: The Sponsor and the Applicant sign a Fiscal Sponsorship Agreement setting forth the terms and conditions that apply.

Step 5: The Applicant, the Sponsor, or a combination of the two submit a proposal to the Community Foundation for a grant to be made by the Sponsor to the project. The Sponsor must retain complete control and discretion over the use of grant funds if received.

Step 6: When the Sponsor receives the grant for the specific project, the money is taken into income by the Sponsor and then disbursed as a grant to the Applicant, subject to the terms of the funder's Grant Recipient Agreement.

Step 7: The Sponsor is ultimately responsible for ensuring completion and submission of the final Grant Expenditure Report (form provided by the Community Foundation) with receipts attached.

*Questions about Fiscal Sponsorship should be directed to the
Community Foundation's Administrative Office at
(712) 293-3303.*

RESOLUTION No. 2020-25

AUTHORIZING RELEASE OPTION

Re: Lots One (1) through Six (6), Block Fifteen (15), Western Town Lot Company's First Addition to the Incorporated City of Hawarden, Sioux County, Iowa

WHEREAS, The City of Hawarden has an option to purchase the above described property which was sold to Jane Waterman; and,

WHEREAS, The option could be exercised if Jane Waterman failed to construct a residential building in compliance with City Zoning Ordinances on the property with a minimum assessed value of \$50,000.00 within 24 months of date of delivery of the deed; and,

WHEREAS Jane Waterman has constructed a home on the property which meets the City's requirement and the City no longer wants to have the Option to purchase the property,

NOW, THEREFORE, BE IT RESOLVED by the City Council of Hawarden, Iowa that the Mayor and City Administrator/Clerk are authorized and directed to execute and deliver any documentation and take any other steps necessary to establish the public record and to release the Option.

Passed and approved this 13th day of May 2020.

Attest:

Ricard R. Porter, Mayor

Michael DeBruin, City Administrator/ Clerk

Seal:

Preparer Information and return document to: James H. Pickner ISBA # AT006233, 613 8th Street, Box 113, Hawarden, Iowa 51023, (712) 551-2724

Grantor: City of Hawarden, 1150 Central Avenue, Hawarden, Iowa, 51023

Grantee/Taxpayer: Jane Waterman 1220 Avenue M, Hawarden, Iowa 51023

SATISFACTION AND RELEASE OF OPTION

Re Lots One(1) through Six (6), Block Fifteen (15), Western Town Lot Company's First Addition to the Incorporated City of Hawarden, Sioux County, Iowa

The City of Hawarden, Iowa hereby acknowledges that Jane Waterman has completed the construction of a single family dwelling on the above described property and the City of Hawarden hereby satisfies and releases the Option to Buy the property which was Dated May 14, 2019 and filed July 1, 2019 at Book: 2019 Page 2908.

Dated: May _____, 2020.

CITY OF HAWARDEN, IOWA

By: _____
Ricard R. Porter, Mayor

By: _____
Michael DeBruin, City Administrator/City Clerk

STATE OF IOWA, SIOUX COUNTY, ss:

On this _____ day of May, 2020, before me, a Notary Public in and for the State of Iowa, personally appeared Ricard R. Porter and Michael DeBruin, to me known, and who being by me duly sworn, did say that they are the Mayor and City Administrator/City Clerk, respectively, of the City of Hawarden, Iowa; that the seal affixed to the foregoing instrument is the corporate seal of the corporation, and that the instrument was signed and sealed on behalf of the corporation by authority of its City Council, as contained in Resolution No.2020-____ adopted by the City

Council, on the 13th day of May, 2020, and that Ricard R. Porter and Michael DeBruin acknowledged the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the corporation, by it voluntarily executed.

Notary Public