

**CITY OF HAWARDEN  
REGULAR CITY COUNCIL MEETING AGENDA  
Hawarden City Hall – Council Chambers Room  
Wednesday, May 27, 2020 at 5:30 p.m.**

**Standard Agenda Items**

- 1a. Approval of May 13, 2020 Council Meeting Minutes**
- 1b. Approval of May 27, 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. a. Public hearing on proposal to enter into an amended Sewer Revenue Loan and Disbursement Agreement.**
    - b. Resolution 2020-26, A resolution authorizing and approving an amended Loan and Disbursement Agreement and providing for the issuance and securing the payment of \$3,809,000 Sewer Revenue Improvement and Refunding Bonds, Series 2020.**
  - 4. First Reading of Ordinance 721, An Ordinance Amending the Code of Ordinances of the City of Hawarden, Iowa, 2011, by Amending Provisions Pertaining to Electric Rates.**
  - 5. First Reading of Ordinance 722, An Ordinance Amending the Code of Ordinances of the City of Hawarden, Iowa, 2011, by Amending Provisions Pertaining to Natural Gas Rates.**
  - 6. Approval of Final Pay Request to Knife River for the Downtown Street Overlay Project.**
  - 7. a. Public Hearing for FY2019-2020 Budget Amendment.**
    - b. Resolution 2020-27 – Approval of FY2019-2020 Budget Amendment.**
  - 8. Resolution 2020-28, A Resolution setting the salaries for appointed officers and employees for FY2020/2021.**
  - 9. Discussion of future use of the Community Center, Summer Rec, and Swimming Pool for 2020.**
  - 10. Consent Agenda:**
  - 11. Adjournment**
- Next regular council meeting June 10, 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, May 13, 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; Jacob Stoner, Finance Officer; Jim Pickner, City Attorney.

Absent: Larry Cope, Economic Development Director; Corey Utech, Chief of Police.

**Standard Agenda Items**

**1a. Approval of April 22, 2020 Regular Council Meeting and Planning Session Minutes.**

Moved by Olson/Kurth to approve.

Motion carried 5-0.

**1b. Approval of May 13, 2020 Claims for Payment.**

Moved by Kurth/Klocke 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. Gas Rate Study Presentation – Dave Berg**

Presentation given.

**Item 4. Approval of Pay Request Number 8 to Hoogendoorn Construction Inc for the Wastewater Facility Improvement Project.**

Moved by Olson/Bergsma to approve.

Motion carried 5-0.

**Item 5. Approval of Pay Request to Knife River for the Downtown Street Overlay Project.**

Moved by Kurth/Feldhacker to approve.

Motion carried 5-0.

**Item 6. Approval of Final Pay Request to Watts Electric Company for the North Transmission Line.**

Moved by Klocke/Bergsma to approve.

Motion carried 5-0.

**Item 7. Presentation of FY2020 Budget Amendment and Set Public Hearing on Budget Amendment for May 27, 2020 and Publish Public Hearing Notice.**

Moved by Klocke/Bergsma to approve.

Aye: Klocke, Feldhacker, Kurth, Bergsma, Olson

Nay: None

Motion carried 5-0.

**Item 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.**

Moved by Olson/Kurth to approve.

Aye: Olson, Klocke, Feldhacker, Kurth, Bergsma

Nay: None

Motion carried 5-0.

**Item 9. Approval of Fiscal Sponsorship of the Hawarden Community Dinner for the Hawarden Community Foundation Grant.**

Moved by Feldhacker/Klocke to approve.

Motion carried 5-0.

**Item 10. Resolution 2020-25, A Resolution of the City of Hawarden acknowledging the Satisfaction and Releasing of Option to Buy Back the Property.**

Moved by Feldhacker/Olson to approve.

Aye: Kurth, Feldhacker, Bergsma, Klocke, Olson

Nay: None

Motion carried 5-0.

**Item 11. Discussion of Future Use of the Community Center and Swimming Pool for 2020.**

Discussion was held.

**Item 12. Consent Agenda: None**

**Item 13. Adjournment.**

The next regular City Council Meeting will be Wednesday, May 27, 2020 @ 5:30 p.m.

Moved by Bergsma/Olson to adjourn. Motion carried 5-0. Meeting adjourned at 6:34 p.m.

ATTEST:

\_\_\_\_\_  
Ricard R. Porter, Mayor

\_\_\_\_\_  
Michael De Bruin, City Administrator/City Clerk

**CITY OF HAWARDEN  
COUNCIL MEETING  
MAY 27, 2020**

<b>DATE</b>	<b>CHECK NO</b>	<b>VENDOR NAME</b>	<b>REFERENCE</b>	<b>TOTAL</b>
5/15/2020	55799 thru	PAYROLL		
5/15/2020	55804	PAYROLL		
5/15/2020	55805	FLEX PLAN	URM/FLEX PLAN	\$ 913.74
5/14/2020	55806	COUNSEL	LIB COPIER EXPENSE	\$ 47.26
5/14/2020	55807	JASON JANS	LIB YARD CARE	\$ 170.00
5/14/2020	55808	SIOUX CO CAPITOL-DEMOCRAT	LIB 1YR RENEWAL	\$ 28.00
5/14/2020	55809	SWANK MOVIE LICENSING USA	LIB 1YR MOVIE LICENSING	\$ 238.00
5/27/2020	55810	712 DESIGN LLC	DOWNTOWN FACADE GRANT	\$ 1,880.18
5/27/2020	55811	ACCO UNLIMITED CORPORATION	POOL SANDFILTER DEPOSIT	\$ 25,000.00
5/27/2020	55812	AIRGAS USA LLC	AMB CYLINDER RENTAL	\$ 52.80
5/27/2020	55813	ARROW MANUFACTURING INC	ANB FED SIGNAL SPEAKERS	\$ 420.00
5/27/2020	55814	AUREON NETWORK SERVICES	CALEA	\$ 128.48
5/27/2020	55815	BALTIC NETWORKS USA	SUPPLIES	\$ 843.45
5/27/2020	55816	BARKER LEMAR	LANDFILL ANNUAL SVC	\$ 1,927.50
5/27/2020	55817	BATTERIES PLUS #075	SUPPLIES	\$ 182.00
5/27/2020	55818	BTN	TV PROGRAMMING COST	\$ 1,314.35
5/27/2020	55819	BORDER STATES INDUSTRIES INC	SUPPLIES	\$ 3,468.49
5/27/2020	55820	CENTURY BUSINESS PRODUCTS INC	SVC AGREEMENT	\$ 454.16
5/27/2020	55821	CITY OF HAWARDEN	UTIL TO HITEC REFUND	\$ 138.92
5/27/2020	55822	CONCRETE MATERIALS	COLD MIX	\$ 3,526.22
5/27/2020	55823	DGR ENGINEERING	PROFESSIONAL SERVICES	\$ 25,488.55
5/27/2020	55824	DIGI-KEY ELECTRONICS	SUPPLIES	\$ 86.91
5/27/2020	55825	FERGUSON WATERWORKS #2516	WATER METER	\$ 131.07
5/27/2020	55826	HAWKEYE ADJUSTMENT	COLLECTION FEES	\$ 97.38
5/27/2020	55827	MARY HULLEMAN	PD RETIREMENT BENEFIT	\$ 508.13
5/27/2020	55828	iconectiv LLC	SPECIAL CHARGES & FEES	\$ 22.79
5/27/2020	55829	INTERSTATE ALL BATTERY CENTER	BATTERIES	\$ 50.90
5/27/2020	55830	IOWA ONE CALL	EMAIL LOCATES	\$ 100.10
5/27/2020	55831	IOWA UTILITIES BOARD	3RD DIRECT ASSESSMENT	\$ 129.40
5/27/2020	55832	JCL SOLUTIONS	SPECIAL CHARGES & FEES	\$ 78.79
5/27/2020	55833	JOHN DEERE FINANCIAL	FILTERS	\$ 80.40
5/27/2020	55834	LONG LINES	HIGH SPEED	\$ 15,560.97
5/27/2020	55835	MANGOLD ENVIRONMENTAL	LAB FEES	\$ 938.00
5/27/2020	55836	MUNICIPAL UTILITIES	VOID	\$ -
5/27/2020	55837	MUNICIPAL UTILITIES	UTILITIES	\$ 16,985.07
5/27/2020	55838	NATIONAL CABLE TELEVISION	SUPPLIES	\$ 461.79
5/27/2020	55839	NEXSTAR BROADCASTING INC	RETRANSMISSION	\$ 5,065.61
5/27/2020	55840	ONE OFFICE SOLUTION	PAPER	\$ 15.02
5/27/2020	55841	PDI COMMUNICAITONS INC	SUPPLIES	\$ 214.23
5/27/2020	55842	PHYSICIANS CLAIMS COMPANY	BILLING	\$ 1,427.12
5/27/2020	55843	PLUMBING & HEATING WHSL	SUPPLIES	\$ 75.19
5/27/2020	55844	ROVI GUIDES INC	TV PROGRAMMING COST	\$ 608.79

DATE	CHECK NO	VENDOR NAME	REFERENCE	TOTAL
5/27/2020	55845	SCHOENEMAN BROS CO	SUPPLIES	\$ 161.78
5/27/2020	55846	SHOWTIME NETWORK INC	TV PROGRAMMING COST	\$ 232.56
5/27/2020	55847	SINCLAIR BROADCAST GROUP INC	RETRANSMISSION	\$ 2,031.75
5/27/2020	55848	SIOUXLAND DISTRICT HEALTH DEPT	LAB FEES	\$ 52.00
5/27/2020	55849	SUBSCRIBER TECHNOLOGIES INC	TV PROGRAMMING COST	\$ 225.00
5/27/2020	55850	THE RAWLING COMPANY	OVERPAYMENT REIBMURSEMENT	\$ 668.00
5/27/2020	55851	TRANSOURCE	SWEEPER	\$ 477.80
5/27/2020	55852	TRUESDELL OIL INC	FUEL	\$ 52.47
5/27/2020	55853	USA BLUEBOOK	SUPPLIES	\$ 674.86
5/27/2020	55854	SHARON VAN NOORT	UTILITY REFUND	\$ 100.36
5/27/2020	55855	VISA	VOID	\$ -
5/27/2020	55856	VISA	SUPPLIES	\$ 1,502.68
5/27/2020	55857	WELLS FARGO VENDOR FIN SER LLC	COPIER LEASE	\$ 233.86
5/15/2020	11141293	IVY FUNDS	457- W&R	\$ 50.00
5/15/2020	11141294	EFTPS	FED/FICA TAX	\$ 13,273.59
6/1/2020	11141295	BOK FINANCIAL	PRINCIPAL/INTEREST PYMTS	\$ 602,968.74
5/27/2020	11141296	CLAYTON ENERGY CORPORATION	GAS PURCHASE	\$ 4,614.61
5/27/2020	11141297	MISSOURI RIVER ENERGY SVCS	ELECTRIC PURCHASE	\$ 62,908.18
5/27/2020	11141298	WEX BANK	FUEL	\$ 2,043.73
5/27/2020	11141299	TREASURER STATE OF IOWA	720 EXCISE TAX	\$ 408.68
5/27/2020	11141300	TREASURER STATE OF IOWA	SALES TAX	\$ 3,594.00
				=====
Accounts Payable Total				\$ 805,134.41
Payroll Checks				\$ 41,930.72
				=====
Report Total				\$ 847,065.13
				=====

NAME	AMOUNT
CABLE/INTERNET UTILITY	\$ 23,624.19
DEBT SERVICE FUND	\$ 130,037.50
DOWNTOWN PROJECT	\$ 5,460.52
ELEC TRANSMISSION LINE	\$ 5,464.50
ELECTRIC UTILITY FUND	\$ 547,751.20
GAS UTILITY FUND	\$ 9,947.81
GENERAL FUND	\$ 67,770.50
POLICE RETIREMENT FUND	\$ 508.13
ROAD USE TAX FUND	\$ 9,249.31
SOLID WASTE UTILITY FUND	\$ 2,036.00
TELECOMMUNICATIONS ADMIN	\$ 5,864.35
TELEPHONE UTILITY FUND	\$ 9,590.76
WASETWATER PROJECTS	\$ 13,306.53
WASTE WATER UTILITY FUND	\$ 9,658.72
WATER UTILITY FUND	\$ 6,795.11
=====	
TOTAL FUNDS	\$ 847,065.13

**CITY OF HAWARDEN  
COUNCIL MEETING  
MAY 27, 2020**

DATE	CHECK NO	VENDOR NAME	INVOICE DESCRIPTION	INVOICE AMT	TOTAL
5/15/2020	55799 thru	PAYROLL			
5/15/2020	55804	PAYROLL			
5/15/2020	55805	FLEX PLAN	URM/FLEX PLAN		\$ 913.74
5/14/2020	55806	COUNSEL	LIB COPIER EXPENSE	\$ 45.26	
5/14/2020	55806	COUNSEL	LIB COPIER EXPENSE	\$ 2.00	\$ 47.26
5/14/2020	55807	JASON JANS	LIB YARD CARE		\$ 170.00
5/14/2020	55808	SIOUX CO CAPITOL-DEMOCRAT	LIB 1YR RENEWAL		\$ 28.00
5/14/2020	55809	SWANK MOVIE LICENSING USA	LIB 1YR MOVIE LICENSING		\$ 238.00
5/27/2020	55810	712 DESIGN LLC	DOWNTOWN FACADE GRANT		\$ 1,880.18
5/27/2020	55811	ACCO UNLIMITED CORPORATION	SWIM POOL SANDFILTER DEPOSIT		\$ 25,000.00
5/27/2020	55812	AIRGAS USA LLC	AMB CYLINDER RENTAL		\$ 52.80
5/27/2020	55813	ARROW MANUFACTURING INC	ANB FED SIGNAL SPEAKERS		\$ 420.00
5/27/2020	55814	AUREON NETWORK SERVICES	CALEA		\$ 128.48
5/27/2020	55815	BALTIC NETWORKS USA	SUPPLIES INT		\$ 843.45
5/27/2020	55816	BARKER LEMAR	LANDFILL ANNUAL SVC FY2020		\$ 1,927.50
5/27/2020	55817	BATTERIES PLUS #075	SUPPLIES PH	\$ 53.00	
5/27/2020	55817	BATTERIES PLUS #075	SUPPLIES PH	\$ 129.00	\$ 182.00
5/27/2020	55818	BTN	TV PROGRAMMING COST		\$ 1,314.35
5/27/2020	55819	BORDER STATES INDUSTRIES INC	EL SUPPLIES	\$ 500.21	
5/27/2020	55819	BORDER STATES INDUSTRIES INC	EL SUPPLIES	\$ 2,959.44	
5/27/2020	55819	BORDER STATES INDUSTRIES INC	EL SUPPLIES	\$ 8.84	\$ 3,468.49
5/27/2020	55820	CENTURY BUSINESS PRODUCTS INC	GENADM SVC AGREEMENT		\$ 454.16
5/27/2020	55821	CITY OF HAWARDEN	T.SHEA UTIL TO HITEC REFUND		\$ 138.92
5/27/2020	55822	CONCRETE MATERIALS	COLD MIX RUT		\$ 3,526.22
5/27/2020	55823	DGR ENGINEERING	STORM WATER PROJECT	\$ 1,891.23	
5/27/2020	55823	DGR ENGINEERING	DOWNTOWN PROJECT	\$ 5,460.52	
5/27/2020	55823	DGR ENGINEERING	WSTWA TREATMENT IMPROV	\$ 11,415.30	
5/27/2020	55823	DGR ENGINEERING	DIV CHANNEL UTIL CROSSING	\$ 1,257.00	
5/27/2020	55823	DGR ENGINEERING	SOUTH CIRCUIT PROF SVCS	\$ 5,464.50	\$ 25,488.55

DATE	CHECK NO	VENDOR NAME	INVOICE DESCRIPTION	INVOICE AMT	TOTAL
5/27/2020	55824	DIGI-KEY ELECTRONICS	SUPPLIES PH		\$ 86.91
5/27/2020	55825	FERGUSON WATERWORKS #2516	WATER METER		\$ 131.07
5/27/2020	55826	HAWKEYE ADJUSTMENT	COLLECTION FEES		\$ 97.38
5/27/2020	55827	MARY HULLEMAN	PD RETIREMENT BENEFIT		\$ 508.13
5/27/2020	55828	iconectiv LLC	SPECIAL CHARGES & FEES		\$ 22.79
5/27/2020	55829	INTERSTATE ALL BATTERY CENTER	EL BATTERIES		\$ 50.90
5/27/2020	55830	IOWA ONE CALL	EMAIL LOCATES		\$ 100.10
5/27/2020	55831	IOWA UTILITIES BOARD	3RD DIRECT ASSESSMENT		\$ 129.40
5/27/2020	55832	JCL SOLUTIONS	SPECIAL CHARGES & FEES	\$ 68.80	
5/27/2020	55832	JCL SOLUTIONS	SPECIAL CHARGES & FEES	\$ 9.99	\$ 78.79
5/27/2020	55833	JOHN DEERE FINANCIAL	ST FILTERS		\$ 80.40
5/27/2020	55834	LONG LINES	ANPI LD	\$ 576.32	
5/27/2020	55834	LONG LINES	ZONE LD	\$ 4.79	
5/27/2020	55834	LONG LINES	HIGH SPEED	\$ 14,979.86	\$ 15,560.97
5/27/2020	55835	MANGOLD ENVIRONMENTAL	LAB FEES WSTWA	\$ 20.00	
5/27/2020	55835	MANGOLD ENVIRONMENTAL	LAB FEES WSTWA	\$ 918.00	\$ 938.00
5/27/2020	55836	MUNICIPAL UTILITIES	VOID		\$ -
5/27/2020	55837	MUNICIPAL UTILITIES	UTILITIES		\$ 16,985.07
5/27/2020	55838	NATIONAL CABLE TELEVISION	SUPPLIES PH	\$ 345.89	
5/27/2020	55838	NATIONAL CABLE TELEVISION	SUPPLIES PH	\$ 115.90	\$ 461.79
5/27/2020	55839	NEXSTAR BROADCASTING INC	RETRANSMISSION WGN	\$ 176.51	
5/27/2020	55839	NEXSTAR BROADCASTING INC	RETRANSMISSION KCAU-ABC	\$ 4,889.10	\$ 5,065.61
5/27/2020	55840	ONE OFFICE SOLUTION	PAPER GENADM	\$ 7.51	
5/27/2020	55840	ONE OFFICE SOLUTION	PAPER GENADM	\$ 7.51	\$ 15.02
5/27/2020	55841	PDI COMMUNICAITONS INC	SUPPLIES INT		\$ 214.23
5/27/2020	55842	PHYSICIANS CLAIMS COMPANY	BILLING 4/2020		\$ 1,427.12
5/27/2020	55843	PLUMBING & HEATING WHSL	SUPPLIES WSTWA		\$ 75.19
5/27/2020	55844	ROVI GUIDES INC	TV PROGRAMMING COST		\$ 608.79
5/27/2020	55845	SCHOENEMAN BROS CO	CONCRETE MIX PARK	\$ 40.90	
5/27/2020	55845	SCHOENEMAN BROS CO	REBAR EL	\$ 32.94	
5/27/2020	55845	SCHOENEMAN BROS CO	REBAR EL	\$ 32.94	
5/27/2020	55845	SCHOENEMAN BROS CO	PLYWOOD EL	\$ 55.00	\$ 161.78
5/27/2020	55846	SHOWTIME NETWORK INC	TV PROGRAMMING COST MONTHLY		\$ 232.56

DATE	CHECK NO	VENDOR NAME	INVOICE DESCRIPTION	INVOICE AMT	TOTAL
5/27/2020	55847	SINCLAIR BROADCAST GROUP INC	RETRANSMISSION KMEG		\$ 2,031.75
5/27/2020	55848	SIOUXLAND DISTRICT HEALTH DEPT	LAB FEES WA		\$ 52.00
5/27/2020	55849	SUBSCRIBER TECHNOLOGIES INC	TV PROGRAMMING COST MONTHLY		\$ 225.00
5/27/2020	55850	THE RAWLING COMPANY	OVERPAYMENT REIBMURSEMENT		\$ 668.00
5/27/2020	55851	TRANSOURCE	SWEEPER ST		\$ 477.80
5/27/2020	55852	TRUESDELL OIL INC	FUEL FIRE	\$ 27.81	
5/27/2020	55852	TRUESDELL OIL INC	FUEL FIRE	\$ 24.66	\$ 52.47
5/27/2020	55853	USA BLUEBOOK	SUPPLIES WA	\$ 223.00	
5/27/2020	55853	USA BLUEBOOK	SUPPLIES WA	\$ 409.91	
5/27/2020	55853	USA BLUEBOOK	SUPPLIES WSTWA	\$ 41.95	\$ 674.86
5/27/2020	55854	SHARON VAN NOORT	UTILITY REFUND		\$ 100.36
5/27/2020	55855	VISA	VOID		\$ -
5/27/2020	55856	VISA	UNIFORM FOOTWEAR PD	\$ 297.09	
5/27/2020	55856	VISA	COMM&ECON GOOGLE DOMAIN	\$ 12.00	
5/27/2020	55856	VISA	GENADM COMMERCIAL VACUUM	\$ 367.52	
5/27/2020	55856	VISA	WSTWA SUPPLIES	\$ 826.07	\$ 1,502.68
5/27/2020	55857	WELLS FARGO VENDOR FIN SER LLC	COPIER LEASE ID 90136622267		\$ 233.86
5/15/2020	11141293	IVY FUNDS	457- W&R		\$ 50.00
5/15/2020	11141294	EFTPS	FED/FICA TAX		\$ 13,273.59
6/1/2020	11141295	BOK FINANCIAL	ELECTRIC REV 2015 PRINCIPAL	\$ 143,001.25	
6/1/2020	11141295	BOK FINANCIAL	ELECTRIC REV 2019 PRINCIPAL	\$ 116,631.24	
6/1/2020	11141295	BOK FINANCIAL	16TH ST PRINCIPAL	\$ 130,037.50	
6/1/2020	11141295	BOK FINANCIAL	ELECTRIC REV 2016 PRINCIPAL	\$ 213,298.75	\$ 602,968.74
5/27/2020	11141296	CLAYTON ENERGY CORPORATION	GAS PURCHASE 4/2020 COMMODITY		\$ 4,614.61
5/27/2020	11141297	MISSOURI RIVER ENERGY SVCS	ELECTRIC PURCHASE		\$ 62,908.18
5/27/2020	11141298	WEX BANK	FUEL FIRE		\$ 2,043.73
5/27/2020	11141299	TREASURER STATE OF IOWA	720 EXCISE TAX MAY 2020		\$ 408.68
5/27/2020	11141300	TREASURER STATE OF IOWA	SALES TAX 5/15/20		\$ 3,594.00
					=====
Accounts Payable Total					\$ 805,134.41
Payroll Checks					\$ 41,930.72
					=====
Report Total					\$ 847,065.13

DATE	CHECK NO	VENDOR NAME	INVOICE DESCRIPTION	INVOICE AMT	TOTAL
		NAME	AMOUNT		=====
		CABLE/INTERNET UTILITY	\$ 23,624.19		
		DEBT SERVICE FUND	\$ 130,037.50		
		DOWNTOWN PROJECT	\$ 5,460.52		
		ELEC TRANSMISSION LINE	\$ 5,464.50		
		ELECTRIC UTILITY FUND	\$ 547,751.20		
		GAS UTILITY FUND	\$ 9,947.81		
		GENERAL FUND	\$ 67,770.50		
		POLICE RETIREMENT FUND	\$ 508.13		
		ROAD USE TAX FUND	\$ 9,249.31		
		SOLID WASTE UTILITY FUND	\$ 2,036.00		
		TELECOMMUNICATIONS ADMIN	\$ 5,864.35		
		TELEPHONE UTILITY FUND	\$ 9,590.76		
		WASETWATER PROJECTS	\$ 13,306.53		
		WASTE WATER UTILITY FUND	\$ 9,658.72		
		WATER UTILITY FUND	\$ 6,795.11		
				=====	
		TOTAL FUNDS	\$ 847,065.13		

RESOLUTION NO. 2020-26

Resolution authorizing and approving an amended Loan and Disbursement Agreement and providing for the issuance and securing the payment of \$3,809,000 Taxable Sewer Revenue Improvement and Refunding Bonds, Series 2020

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 has heretofore 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, pursuant to Section 384.24A of the Code of Iowa, the City has heretofore proposed to contract indebtedness and enter into a certain amended Sewer Revenue Loan and Disbursement 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 Outstanding Bond, and (2) constructing the Project, and has published notice of the proposed action and has held a hearing thereon on May 27, 2020; and

WHEREAS, it is now necessary to authorize the issuance of Taxable Sewer Revenue Improvement and Refunding Bonds, Series 2020 (the "Bonds"), authorize the calling of the Outstanding Bond, and approve an amendment (the "Amendment") to the Sewer Revenue Loan and Disbursement Agreement between the City and the Lender, dated November 13, 2019 (the "Original Agreement");

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

Section 1. The City Clerk, as Registrar and Paying Agent for the Outstanding Bond, is hereby authorized and directed to take all action necessary to call the Outstanding Bond for early redemption on June 19, 2020.

Section 2. The Lender shall provide for a loan (the "Loan") to the City in the amount of \$3,809,000, for the purposes as set forth in the preamble hereof. The terms of the Loan shall be as set forth herein and in the Original Agreement (the Original Agreement as amended by the Amendment shall hereinafter be referred to as the "Agreement"). The Original Agreement and the Amendment shall be in substantially the forms as have been placed on file with the City.

The Mayor and City Clerk are hereby authorized and directed to sign the Amendment on behalf of the City, and the Amendment is hereby approved.

Section 3. The Bonds are hereby authorized to be issued in evidence of the obligation of the City under the Agreement, in the aggregate principal amount of \$3,809,000, to be dated the date of delivery to or upon the direction of the Lender, and bearing interest from the date of each advancement made at the rate of 0.91% per annum pursuant to the Agreement, until payment thereof, as set forth in Exhibit A attached to the Agreement.

The Bonds, at the request of the Lender, shall be initially issued as a single Bond in the denomination of \$3,809,000 and numbered R-1.

The City Clerk is hereby designated as the Registrar and Paying Agent for the Bonds and may be hereinafter referred to as the "Registrar" or the "Paying Agent."

Payment of the principal of and interest on the Bonds and premium, if any, shall be payable at the office of the Paying Agent to the registered owners thereof appearing on the registration books of the City. All such payments, except full redemption, shall be made to the registered owners appearing on the registration books at the close of business on the fifteenth day of the month next preceding the payment date. Final payment of principal shall only be made upon surrender of the Bond or Bonds to the Paying Agent.

In addition to the payment of principal of and interest on the Bonds, the City also agrees to pay the Initiation Fee and the Servicing Fee (defined in the Agreement) in accordance with the terms of the Agreement.

The Bonds shall be executed on behalf of the City with the official manual or facsimile signature of the Mayor and attested with the official manual or facsimile signature of the City Clerk, and shall be fully registered bonds without interest coupons. The issuance of the Bonds and the amount of the Loan advanced thereunder shall be recorded in the office of the City Treasurer, and the certificate on the back of each Bond shall be executed with the official manual or facsimile signature of the City Treasurer. In case any officer whose signature or the facsimile of whose signature appears on the Bonds shall cease to be such officer before the delivery of such Bonds, such signature or such facsimile signature shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery.

The Bonds shall be fully registered as to principal and interest in the names of the owners on the registration books of the City kept by the Registrar. Each Bond shall be transferable without cost to the registered owner thereof only upon the registration books of the City upon presentation to the Registrar, together with either a written instrument of transfer satisfactory to the Registrar or the assignment form thereon completed and duly executed by the registered owner or the duly authorized attorney for such registered owner.

The record and identity of the owners of the Bonds shall be kept confidential as provided by Section 22.7 of the Code of Iowa.

The Bonds are subject to optional redemption by the City at a price of par plus accrued interest (i) on any date with the prior written consent of the Lender, or (ii) in the event that all or substantially all of the Project is damaged or destroyed. Any optional redemption of the Bonds by the City may be made from any funds regardless of source, in whole or from time to time in part, in inverse order of maturity upon not less than thirty (30) days' notice of redemption by facsimile, e-mail, certified or registered mail to the Lender (or any other registered owner of the Bonds). The Bonds are also subject to mandatory redemption as set forth in Section 5 of the Original Agreement.

All of the Bonds and the interest thereon, together with any additional obligations as may be hereafter issued and outstanding from time to time ranking on a parity therewith under the conditions set forth herein (which additional obligations are hereinafter sometimes referred to as "Parity Obligations"), shall be payable solely from the Net Revenues of the Utility and the Sinking Fund hereinafter referred to, both of which are hereby pledged to the payment of the Bonds. The Bonds shall be a valid claim of the owners thereof only against said Net Revenues and Sinking Fund. None of the Bonds shall be a general obligation of the City, nor payable in any manner by taxation, and under no circumstances shall the City or the Utility be in any manner liable by reason of the failure of the Net Revenues of the Utility to be sufficient for the payment in whole or in part of the Bonds and the interest thereon.

Section 4. The Bonds shall be executed as herein provided as soon after the adoption of this resolution as may be possible and thereupon they shall be delivered to the Registrar for registration and delivery to the Lender, upon receipt of the loan proceeds (the "Loan Proceeds"), and all action heretofore taken in connection with the Agreement is hereby ratified and confirmed in all respects.

Section 5. The Bonds shall be in substantially the following form:

(Form of Bond)

UNITED STATES OF AMERICA  
STATE OF IOWA  
SIOUX COUNTY  
CITY OF HAWARDEN

TAXABLE SEWER REVENUE IMPROVEMENT AND REFUNDING BOND, SERIES 2020

No. R-1 \$3,809,000

RATE	MATURITY DATE	BOND DATE
0.91%	June 1, 2040	June 19, 2020

The City of Hawarden (the “City”), in Sioux County, State of Iowa, for value received, promises to pay from the source and as hereinafter provided, on the maturity date of this Bond, to

IOWA FINANCE AUTHORITY

or registered assigns, the principal sum of

THREE MILLION EIGHT HUNDRED NINE THOUSAND DOLLARS

Interest at the rate specified above shall be payable semiannually on June 1 and December 1 of each year, commencing December 1, 2020, and principal shall be due and payable in installments in the amounts shown on the Principal Payment Schedule, attached hereto as Exhibit A, on June 1, 2021, and annually thereafter on June 1 in each year until the principal and interest are fully paid, except that the final installments of the entire balance of principal and interest, if not sooner paid, shall become due and payable on June 1, 2040. Interest shall be computed on the basis of a 360-day year of twelve 30-day months.

The City Clerk shall act as Registrar and Paying Agent and may be hereinafter referred to as the “Registrar” or the “Paying Agent.”

Payment of the principal of and interest on this Bond and premium, if any, shall be payable at the office of the Paying Agent to the registered owners thereof appearing on the registration books of the City at the addresses shown on such registration books. All such payments, except full redemption, shall be made to the registered owners appearing on the registration books at the close of business on the fifteenth day of the month next preceding the payment date. Final payment of principal shall only be made upon surrender of this Bond to the Paying Agent.

This Bond is one of a series of bonds (the “Bonds”) issued by the City to evidence its obligation under a certain Loan and Disbursement Agreement, as amended, dated the date hereof (the “Agreement”) entered into by the City for the purpose of providing funds to pay a portion of

the cost of (1) current refunding the City's outstanding Taxable Sewer Revenue Bond, SRF Series 2019, dated November 13, 2019; and (2) constructing a certain water resource restoration project (the "Project").

The Bonds are issued pursuant to and in strict compliance with the provisions of Sections 384.24A and 384.83 of the Code of Iowa, 2019, and all other laws amendatory thereof and supplemental thereto, and in conformity with a resolution of the City Council authorizing and approving the Agreement and providing for the issuance and securing the payment of the Bonds (the "Resolution"), and reference is hereby made to the Resolution and the Agreement for a more complete statement as to the source of payment of the Bonds and the rights of the owners of the Bonds.

The Bonds shall be subject to optional redemption by the City at a price of par plus accrued interest (i) on any date with the prior written consent of the Iowa Finance Authority, or (ii) in the event that all or substantially all of the Project is damaged or destroyed. Any optional redemption of the Bonds by the City may be made from any funds regardless of source, in whole or from time to time in part, in inverse order of maturity upon not less than thirty (30) days' notice of redemption by e-mail, facsimile, certified or registered mail to the Iowa Finance Authority (or any other registered owner of the Bonds). The Bonds are also subject to mandatory redemption as set forth in Section 5 of the Agreement.

The Bonds are not general obligations of the City but, together with any additional obligations as may be hereafter issued and outstanding from time to time ranking on a parity therewith under the conditions set forth in the Resolution, are payable solely and only out of the future Net Revenues (as defined in the Resolution) of the Utility of the City, a sufficient portion of which has been ordered set aside and pledged for that purpose. This Bond is not payable in any manner by taxation, and under no circumstances shall the City be in any manner liable by reason of the failure of the said Net Revenues to be sufficient for the payment of this Bond and the interest thereon.

This Bond is fully negotiable but shall be fully registered as to both principal and interest in the name of the owner on the books of the City in the office of the Registrar, after which no transfer shall be valid unless made on said books and then only upon presentation of this Bond to the Registrar, together with either a written instrument of transfer satisfactory to the Registrar or the assignment form hereon completed and duly executed by the registered owner or the duly authorized attorney for such registered owner.

The City, the Registrar and the Paying Agent may deem and treat the registered owner hereof as the absolute owner for the purpose of receiving payment of or on account of principal hereof, premium, if any, and interest due hereon and for all other purposes, and the City, the Registrar and the Paying Agent shall not be affected by any notice to the contrary.

And It Is Hereby Certified, Recited and Declared that all acts, conditions and things required to exist, happen and be performed precedent to and in the issuance of the Bonds have existed, have happened and have been performed in due time, form and manner, as required by law, and that the issuance of the Bonds does not exceed or violate any constitutional or statutory limitation or provision.

IN TESTIMONY WHEREOF, the City of Hawarden, Iowa, has caused this Bond to be executed by its Mayor and attested by its City Clerk, all as of the Bond Date.

CITY OF HAWARDEN, IOWA

By (Do Not Sign)  
Mayor

Attest:

(Do Not Sign)  
City Clerk

**(On the back of each Bond the following certificate shall be executed with the duly authorized signature of the City Treasurer)**

STATE OF IOWA  
SIOUX COUNTY  
CITY OF HAWARDEN

SS: CITY TREASURER'S CERTIFICATE

The original issuance of the Bonds, of which this Bond is a part, was duly and properly recorded in my office as of the Bond Date.

(Do Not Sign)  
City Treasurer

ABBREVIATIONS

The following abbreviations, when used in this Bond, shall be construed as though they were written out in full according to applicable laws or regulations:

TEN COM	- as tenants in common	UTMA _____
TEN ENT	- as tenants by the entireties	(Custodian)
JT TEN	- as joint tenants with right of survivorship and not as tenants in common	As Custodian for _____
		(Minor)
		under Uniform Transfers to Minors Act
		_____
		(State)

Additional abbreviations may also be used though not in the list above.

ASSIGNMENT

For valuable consideration, receipt of which is hereby acknowledged, the undersigned assigns this Bond to

\_\_\_\_\_  
(Please print or type name and address of Assignee)

PLEASE INSERT SOCIAL SECURITY OR OTHER IDENTIFYING NUMBER OF ASSIGNEE

and does hereby irrevocably appoint \_\_\_\_\_, Attorney, to transfer this Bond on the books kept for registration thereof with full power of substitution.

Dated: \_\_\_\_\_

Signature guaranteed:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

NOTICE: The signature to this Assignment must correspond with the name of the registered owner as it appears on this Bond in every particular, without alteration or enlargement or any change whatever.

EXHIBIT A

PRINCIPAL PAYMENT SCHEDULE

<u>Date</u> <u>June 1</u>	<u>Amount</u>	<u>Date</u> <u>June 1</u>	<u>Amount</u>
2021	\$169,000	2031	\$191,000
2022	\$172,000	2032	\$193,000
2023	\$174,000	2033	\$196,000
2024	\$176,000	2034	\$198,000
2025	\$178,000	2035	\$200,000
2026	\$180,000	2036	\$203,000
2027	\$182,000	2037	\$205,000
2028	\$185,000	2038	\$208,000
2029	\$187,000	2039	\$210,000
2030	\$189,000	2040	\$213,000

Section 6. The Loan Proceeds shall be held by the Lender and disbursed for costs of (1) current refunding the Outstanding Bond; and (2) constructing the Project. The City shall keep a detailed and segregated accounting of the expenditure of the Loan Proceeds.

Section 7. So long as any of the Bonds or any Parity Obligations are outstanding, the City shall continue to maintain the Utility in good condition, and the Utility shall continue to be operated in an efficient manner and at a reasonable cost as a revenue producing undertaking. The City shall establish, impose, adjust and provide for the collection of rates to be charged to customers of the Utility, including the City, to produce gross revenues (hereinafter sometimes referred to as the "Gross Revenues") at least sufficient to pay the expenses of operation and maintenance of the Utility, which shall include salaries, wages, cost of maintenance and operation, materials, supplies, insurance and all other items normally included under recognized accounting practices (but does not include allowances for depreciation in the valuation of physical property) (which such expenses are hereinafter sometimes referred to as the "Operating Expenses") and to leave a balance of net revenues (herein referred to as the "Net Revenues") equal to at least 110% of the principal of and interest on all of the Bonds and any other Parity Obligations due in such fiscal year, as the same become due.

Section 8. From and after the issuance of the Bonds, the Gross Revenues of the Utility shall continue to be set aside into the City's Sewer Revenue Fund ("Sewer Revenue Fund") created under the Outstanding Bond Resolution. The Sewer Revenue Fund shall be used in maintaining and operating the Utility, and after payment of the Operating Expenses shall, to the extent provided in this resolution and the Outstanding Bond Resolution, be used to pay the principal of and interest on the Bonds and any Parity Obligations, and to create and maintain the several separate funds hereinafter described.

Section 9. The provisions in and by the Outstanding Bond Resolution, whereby there has been created and is to be maintained a Sewer Revenue Bond Sinking Fund (herein referred to as the "Sinking Fund"), and for the payment into said fund from the Net Revenues of the Utility such portion thereof as will be sufficient to pay the interest on and principal of the Outstanding Bond, are all hereby ratified and confirmed, and all such provisions shall inure and constitute the security for the payment of the interest on and principal of the Bonds hereby authorized as may be outstanding from time to time; provided, however that on the first day of each month of each year, the minimum amount to be set aside and paid into the Sinking Fund shall be not less than as follows:

Commencing on July 1, 2020, and continuing to and including November 1, 2020, an amount equal to 1/5th of the installment of interest coming due on December 1, 2020, and thereafter, commencing on December 1, 2020, and continuing to final maturity, an amount equal to 1/6th of the installment of interest coming due on the next succeeding interest payment date on the then outstanding Bonds. In addition, commencing on July 1, 2020 and continuing to and including May 1, 2021, an amount equal to 1/11th of the installment of principal coming due on June 1, 2021, and thereafter, commencing on June 1, 2021, and continuing to final maturity, an amount equal to 1/12th of the installment of principal coming due on

such Bonds on the next succeeding principal payment date until the full amount of such installment is on deposit in the Sinking Fund.

Money in the Sinking Fund shall be used solely for the purpose of paying principal of and interest on the Bonds and any Parity Obligations as the same shall become due and payable. Whenever Parity Obligations are issued under the conditions and restrictions hereinafter set forth, provisions shall be made for additional payments to be made into the Sinking Fund for the purpose of paying the interest on and principal of such Parity Obligations.

If at any time there should be a failure to pay into the Sinking Fund the full amount above stipulated, then an amount equivalent to the deficiency shall be paid into the Sinking Fund from the Net Revenues of the Utility as soon as available, and the same shall be in addition to the amount otherwise required to be so set apart and paid into the Sinking Fund.

No further payments need be made into the Sinking Fund when and so long as the amount therein is sufficient to retire all of the Bonds and any Parity Obligations then outstanding which are payable from the Sinking Fund and to pay all interest to become due thereon prior to such retirement, or if provision for such payment has been made.

All of such payments required to be made into the Sinking Fund shall be made in equal monthly installments on the first day of each month, except that when the first day of any month shall be a Sunday or legal holiday, then such payments shall be made on the next succeeding secular day.

Section 10. The provisions in and by the Outstanding Bond Resolution whereby there has been created and is to be maintained a special fund to be known and designated as the Surplus Fund into which there shall be set apart and paid all of the Net Revenues remaining after first paying the Operating Expenses and making the required payments into the Sinking Fund are all hereby ratified and confirmed. All money credited to the Surplus Fund shall be transferred and credited to the Sinking Fund whenever necessary to prevent or remedy a default in the payment of the principal of or interest on the Bonds and any Parity Obligations.

As long as the Sinking Fund has the full amounts required to be deposited therein by this resolution, any balance in the Surplus Fund may be expended by the City in such manner as the Council, or such other duly constituted body as may then be charged with the operation of the Utility, may from time to time direct.

Section 11. All money held in any fund or account created or to be maintained under the terms of this resolution shall be deposited in lawful depositories of the City or invested in accordance with Chapters 12B and 12C of the Code of Iowa and continuously held and secured as provided by the laws of the State of Iowa relating to the depositing, securing, holding and investing of public funds. All interest received by the City as a result of investments under this section shall be considered to constitute Gross Revenues of the Utility and shall be deposited in or transferred to the Sewer Revenue Fund and used solely and only for the purposes specified herein for such funds.

Section 12. The City hereby covenants and agrees with the owner or owners of the Bonds and any Parity Obligations, or any of them, that from time to time may be outstanding, that it will faithfully and punctually perform all duties with reference to the Utility required and provided by the Constitution and laws of the State of Iowa, that it will segregate the Gross Revenues of the Utility and make application thereof in accordance with the provisions of this resolution and that it will not sell, lease or in any manner dispose of the Utility or any part thereof, including any and all extensions and additions that may be made thereto, until all of the Bonds and any Parity Obligations shall have been paid in full, both principal and interest, or unless and until provisions shall have been made for the payment of the Bonds and any Parity Obligations and interest thereon in full; provided, however, that the City may dispose of any property which in the judgment of the Council, or such duly constituted body as may then be charged with the operation of the Utility, is no longer useful or profitable in the operation of the Utility nor essential to the continued operation thereof and when the sale thereof will not operate to reduce the revenues to be derived from the operation of the Utility.

Section 13. Upon a breach or default of a term of the Bonds or any Parity Obligations and this resolution, a proceeding may be brought in law or in equity by suit, action or mandamus to enforce and compel performance of the duties required under the terms of this resolution and Division V of Chapter 384 of the Code of Iowa or an action may be brought to obtain the appointment of a receiver to take possession of and operate the Utility and to perform the duties required by this resolution and Division V of Chapter 384 of the Code of Iowa.

Section 14. The Bonds or any Parity Obligations shall not be entitled to priority or preference one over the other in the application of the Net Revenues of the Utility regardless of the time or times of the issuance of such Bonds or Parity Obligations, it being the intention of the City that there shall be no priority among the Bonds or any Parity Obligations, regardless of the fact that they may have been actually issued and delivered at different times. The City hereby reserves the right and privilege of issuing Parity Obligations.

Section 15. The City agrees that so long as the Bonds or any Parity Obligations remain outstanding, it will maintain insurance for the benefit of the owners of the Bonds and any Parity Obligations on the insurable portions of the Utility of a kind and in an amount which usually would be carried by private companies or municipalities engaged in a similar type of business. The proceeds of any insurance, except public liability insurance, shall be used to repair or replace the part or parts of the Utility damaged or destroyed. The City will keep proper books of record and account, separate from all other records and accounts, showing the complete and correct entries of all transactions relating to the Utility, and the owners of the Bonds or any Parity Obligations shall have the right at all reasonable times to inspect the Utility and all records, accounts and data of the City relating thereto.

Section 16. The provisions of this resolution shall constitute a contract between the City and the owners of the Bonds and any Parity Obligations as may from time to time be outstanding, and after the issuance of the Bonds, no change, variation or alteration of any kind of the provisions of this resolution shall be made which will adversely affect the owners of the Bonds or any Parity Obligations until all of the Bonds and any Parity Obligations and the interest thereon shall have been paid in full, except as hereinafter provided.

The owners of a majority in principal amount of the Bonds and any Parity Obligations at any time outstanding (not including in any case any obligations which may then be held or owned by or for the account of the City, but including such obligations as may be issued for the purpose of refunding any of the Bonds or Parity Obligations if such obligations shall not then be owned by the City) shall have the right from time to time to consent to and approve the adoption by the City of a resolution or resolutions modifying or amending any of the terms or provisions contained in this resolution; provided, however, that this resolution may not be so modified or amended in such manner as to:

- (a) Make any change in the maturity or redemption terms of the Bonds or Parity Obligations.
- (b) Make any change in the rate of interest borne by any of the Bonds or Parity Obligations.
- (c) Reduce the amount of the principal payable on any Bonds or Parity Obligations.
- (d) Modify the terms of payment of principal of or interest on the Bonds or Parity Obligations, or any of them, or impose any conditions with respect to such payment.
- (e) Affect the rights of the owners of less than all of the Bonds or Parity Obligations then outstanding.
- (f) Reduce the percentage of the principal amount of the Bonds or Parity Obligations, the consent of the owners of which shall be required to effect a further modification.

Whenever the City shall propose to amend or modify this resolution under the provisions of this section, it shall cause notice of the proposed amendment to be (1) filed with the Lender and (2) mailed by certified mail to each registered owner of any Bond or Parity Obligation as shown by the records of the Registrar. Such notice shall set forth the nature of the proposed amendment and shall state that a copy of the proposed amendatory resolution is on file in the office of the City Clerk.

Whenever at any time within one year from the date of the mailing of said notice, there shall be filed with the City Clerk an instrument or instruments executed by the owners of at least a majority in aggregate principal amount of the Bonds and any Parity Obligations outstanding at the time of the adoption of such amendatory resolution specifically consenting to the adoption thereof as herein provided, no owner of any Bonds or Parity Obligations shall have any right or interest to object to the adoption of such amendatory resolution or to object to any of the terms or provisions therein contained or to the operation thereof or to enjoin or restrain the City from taking any action pursuant to the provisions thereof.

Any consent given by the owners of a Bond or Parity Obligation pursuant to the provisions of this section shall be irrevocable for a period of six (6) months from the date of such

consent and shall be conclusive and binding upon all future owners of the same Bond or Parity Obligation during such period. Such consent may be revoked at any time after six (6) months from the date of such consent by the owner who gave such consent or by a successor in title, but such revocation shall not be effective if the owners of a majority in aggregate principal amount of the Bonds and Parity Obligations outstanding as in this section defined shall have, prior to the attempted revocation, consented to and approved the amendatory resolution referred to in such revocation.

The fact and date of the execution of any instrument under the provisions of this section may be proved by the certificate of any officer in any jurisdiction, who by the laws thereof is authorized to take acknowledgments of deeds within such jurisdiction, that the persons signing such instrument acknowledged before such officer the execution thereof, or may be proved by an affidavit of a witness to such execution sworn to before such officer.

Section 17. If any section, paragraph, clause or provision of this resolution shall be held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this resolution.

Section 18. All resolutions and orders or parts thereof in conflict with the provisions of this resolution are, to the extent of such conflict, hereby repealed.

Section 19. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

Passed and approved May 27, 2020.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

••••

On motion and vote, the meeting adjourned.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

## ORDINANCE NO. 721

### AN ORDINANCE AMENDING ELECTRIC RATES

**Whereas,** The City of Hawarden provides electrical power to the residents and businesses in the City; and,

**Whereas,** The City has the responsibility to the Electric Utility to make sure the rates are set appropriately to cover the expenses incurred by the Electric Utility; and,

**Whereas,** The City has contracted with Missouri River Energy Services to conduct an Electric Rate Study and is implementing the recommendations made by the Electric Rate Study.

**NOW THEREFORE BE IT ORDAINED** by the City Council of Hawarden, Iowa as follows:

**Section 1. Amendment.** Chapter 113, Section 06 of the Hawarden Municipal Code is hereby amended to delete it in its entirety and replace it to read as following:

#### **113.06 ELECTRIC UTILITY RATES.**

1. **Residential Rates.** Single phase, 120/240 volt, 3 wire, per meter.
  - A. Minimum System Support Charge: \$14.00 (this includes no usage);
  - B. Plus all energy used: \$.079 per KWH For the Months of June, July, August  
\$.074 per KWH For the Months of September – May
  
2. **Small Commercial.** Single or three phase, 120/240 volt, 3 or 4 wire, per meter. Special secondary voltages may be made available at the discretion of the municipal utility. A demand reading of less than 40 KWH will be billed according to the rate in this category.
  - A. Minimum System Support Charge: \$18.00 (this includes no usage).
  - B. Plus all energy used: \$.095 per KWH for the Months of June, July, August  
\$.090 per KWH for the months of September – May
  
3. **Large Commercial.** Single or three phase, 120/240 volt, 3 or 4 wire, per meter. Special secondary voltages may be made available at the discretion of the municipal utility. A demand reading of 40 KWH or more once in the previous 12 months will be billed according to the rates in this category.
  - A. Minimum System Support Charge: \$25.00 (this includes no usage).
  - B. Demand Charge: \$8.55 for the Months of June, July, August  
\$7.05 for the Months of September - May
  - C. Plus all energy used: \$.057 per KWH
  
4. **Nonresidential, City Interdepartmental Rates.** Rates applied to interdepartmental electrical services shall be determined by applying the applicable nonresidential rate under section 113.06 that would apply if the customer were not a department of the city.
  
5. **Other Services.**
  - A. Security Lights. Security lights shall be provided at a rate of \$16.00 for metered

security lights plus any electrical usage at \$.090 per KWH.

B. Electric Supplies. The City shall sell electric supplies it stores to electricians and owners at the City's cost plus 25%.

**6. Renewable Electric Energy Rates.** The charge for renewal electric energy shall be \$2.00 per 100 KWH block of renewable wind energy purchased.

**7. Purchased Power Cost Adjustment Clause:**

**(a) PURCHASED POWER COST ADJUSTMENT:**

The energy charge per kilowatt-hour (KWH) shall be adjusted upward or downward each month in accordance with the provisions set forth below:

(1) City staff shall have the authority to adjust the Purchased Power Cost Adjustment (PPCA) as needed to reflect changes in the electricity supplier's generation, transmission, and other related expenses charged by the City's wholesale provider(s), hereafter referred to as "Power Costs", and may not change the City's charges other than the amount necessary to cover increases in the City's Power Costs from wholesale provider(s). Prior to each billing cycle, City staff shall determine the Purchased Power Cost Adjustment to be billed for that cycle by combining all Power Costs from wholesale provider(s) and divide said amount by the total KWH's purchased during said billing cycle.

(2) In the event the City is unable to calculate the exact PPCA for a specific billing cycle, the City staff shall prepare an estimate of the PPCA per KWH for said cycle to be billed and shall adjust the next billing cycle to reflect any over/under collections from the estimated PPCA. The adjustment to the estimate will reflect variances in the estimated and actual Power Costs billed by the City's wholesale supplier(s) to the City.

**Section 2.** Repealer. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

**Section 3.** Severability. If any section, provision, or part of this ordinance shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision, or part thereof, not adjudged invalid or unconstitutional.

**Section 4.** Effective Date. This ordinance shall be in effect after its final passage, approval, and publication as provided by law and in accordance with the dates provided herein.

Passed this 24th day of June 2020.

\_\_\_\_\_  
Ricard R. Porter, Mayor

ATTEST:

\_\_\_\_\_  
Michael DeBruin, City Clerk

First Reading:	May 27, 2020
Second Reading:	June 10, 2020
Third Reading:	June 24, 2020

I hereby certify that the foregoing Ordinance No. 721 was published in the Hawarden Independent, a newspaper printed and published and has a circulation in the City of Hawarden, Iowa on the 25th day of June 2020.

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Michael DeBruin, City Clerk

**ORDINANCE NO. 722**

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF  
HAWARDEN, IOWA, BY AMENDING GAS UTILITY RATES AND FEES.**

BE IT ENACTED by the City Council of Hawarden as follows:

**Section 1. Amendment.** The Hawarden Municipal Code is hereby amended to amend Section 113.07 to read as follows:

**113.07 GAS UTILITY RATES.**

1. Base Rates. The base rates for delivery of gas service, including delivery charges, transportation and pumping expenses, demand charge (space in pipeline and agreement to have a constant flow of gas available to occupy said space) and pipeline balancing fees shall be as follows:

A. Residential Service:

- |   |        |
|---|--------|
| (1) Minimum System Support Charge per month/per meter | \$9.00 |
| (2) Delivery Charge per CCF                           | \$ .50 |

B. Small Commercial: Nonresidential customers with a peak month usage under 500 CCF.

- |   |        |
|---|--------|
| (1) minimum System Support Charge per month/per meter | \$9.00 |
| (2) Delivery Charge per CCF                           | \$ .50 |

C. Large Commercial: Nonresidential customers with a peak monthly usage between 500 and 2000 CCF at any one time within the previous calendar year.

- |   |         |
|---|---------|
| (1) Minimum System Support Charge per month/per meter | \$30.00 |
| (2) Delivery Charge per CCF                           | \$ .50  |

D. General Service: Nonresidential customers with a peak monthly usage greater than 2000 CCF at any one time within the previous calendar year.

- |   |         |
|---|---------|
| (1) Minimum System Support Charge per month/per meter | \$75.00 |
| (2) Delivery Charge per CCF                           | \$ .50  |

2. Gas Cost Recovery Fee. In addition to the payment of the base rate as set forth in Subsection 1, above, each gas customer will be billed for and must pay for the amounts of natural gas actually metered each month. Because of the volatility of the natural gas price paid by the City of Hawarden, the cost of said gas to be billed to each customer will be determined each month by measuring the volume of natural gas entering the City gate between approximately the first day of each month and the last day of the same month. This volume of gas entering the City gate shall be multiplied by the average price of each CCF charged to the City of Hawarden during the same one-month period. City gas customers will be charged the same price per CCF as the City is charged by its wholesaler(s). The City shall not "markup" the cost of gas delivered to City gas customers.

3. Annual Rate Review and Adjustment. On or before the second regularly scheduled City Council Meeting in June of each year the Council shall review the Base Rates established under subsection 1 above and may adjust them as necessary by adoption of an

ordinance setting forth the base rates to take effect at the beginning of the month following adoption of the ordinance and to remain in effect until such time as the rates are subsequently adjusted by ordinance of the Council.

4. Miscellaneous Sales of Inventory. The City may sell gas parts and supplies which it maintains on hand to contractors and property owners at the City's cost plus 25%.

**Section 2. REPEALER.** All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

**Section 3. SEVERABILITY CLAUSE.** If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

**Section 4. WHEN EFFECTIVE.** This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

Passed and approved by the council on this 24th day of June 2020.

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Ricard R. Porter, Mayor

ATTEST:

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Michael DeBruin, City Administrator/Clerk

First Reading: May 27, 2020  
Second Reading: June 10, 2020  
Third Reading: June 24, 2020

I certify that the foregoing was published as Ordinance No. 722 was published in the Hawarden Independent, a newspaper printed and published and has circulation in the City of Hawarden on the 25<sup>th</sup> day of June 2020.

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Michael DeBruin, City Administrator/Clerk

# Expenses

<b>Public Saftey</b>			
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
<b>Total Expense Raise</b>	<b>\$</b>	<b>47,805.00</b>	

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

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

<b>Culture And Rec</b>			
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
<b>Total Expense</b>	<b>\$</b>	<b>149,849.00</b>	

<b>General Government</b>			
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
<b>Total Expense</b>	<b>\$</b>	<b>(218,212.00)</b>	

## Expenses Continued

### Debt Service

<b>Debt</b>	\$	(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
<b>Total Expense</b>	<b>\$</b>	<b>(103,650.00)</b>		

### Capital Projects

<b>Downtown Project</b>	\$	900,000.00	313-xxx-6727	Adding Downtown Project - pd by internal loan
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### Enterprise

<b>Water</b>	\$	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
<b>WasteWater</b>	\$	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
<b>Wastewater Fac Upgrad</b>	\$	2,534,646.00	611-815-6799	Adding Project
<b>Utility Crossing</b>	\$	126,750.00	611-815-6727	Adding Project
<b>Electric</b>	\$	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
<b>Transmission</b>	\$	1,049,761.00	635-820-6799	Adding Project
<b>South Feeder</b>	\$	84,814.00	635-820-6798	Adding Project
<b>Gas</b>	\$	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
<b>Solid Waste</b>	\$	45,786.00	670-840-6499	Rate increase from OC San switch
<b>Hospital</b>				
<b>Phone</b>	\$	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
<b>Cable/Internet</b>	\$	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
<b>Telecom Admin</b>	\$	(130,042.00)	700-931-6497	Money from Telecom Utilities
<b>Total</b>	<b>\$</b>	<b>4,464,906.00</b>		

## 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
<b>\$ 1,141,861.00</b>	<b>total</b>		



## RESOLUTION NO. 2020-28

### A RESOLUTION SETTING THE SALARIES FOR APPOINTED OFFICERS AND EMPLOYEES OF THE CITY OF HAWARDEN FOR THE YEAR BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021

Be It Resolved by the Council of the City of Hawarden, Iowa:

**Section 1.** The following persons named shall be paid the salaries and wages indicated and the City Administrator is authorized to issue checks, less legally required or authorized deductions from the amounts set out below, bi-weekly, and make such contributions to IPERS, Social Security, or other purposes as required by law or authorization of the Council, all subject to audit and review by the Council.

<b>Name</b>	<b>Hourly Rate</b>	<b>Bi-Weekly</b>
Michael DeBruin		\$3,572.13
Corey Utech		\$2,845.49
John Millikan	\$28.26	\$2,260.80
Ryan Laroco	\$25.14	\$2,011.20
Ethan Druin	\$25.14	\$2,011.20
Larry Cope		\$2,572.02
Tracey Reinking	\$21.10	\$1,688.00
Jacob Stoner		\$1,949.49
Jeffrey Nohava		\$1,730.77
Kristine Warner	\$19.80	\$1,584.00
Amber Van Wyhe	\$17.80	\$1,424.00
Thomas Ericson (Part Time)	\$14.89	\$ 461.59
Ronny Prothero	\$30.88	\$2,470.40
Michael Miller	\$26.00	\$2,080.00
Alan Mace	\$29.00	\$2,320.00
Travis Waterman		\$2,839.54
Jay McCord	\$29.00	\$2,320.00
Alex Buresh	\$23.55	\$1,884.00
Brian Warner	\$26.00	\$2,080.00
Timothy Moothart	\$22.50	\$1,800.00
Richard Bronkhorst	\$21.50	\$1,720.00
Tim Ericson	\$23.00	\$1,840.00
Jerad Groon	\$20.00	\$1,600.00
Logan State	\$21.00	\$1,680.00
Library Director		Vacant

**Section 2.** Part-time and seasonal employees will be paid at the rates determined by the appropriate department head upon consultation with the City Administrator. New employees shall be hired at a rate determined by the City Administrator that is consistent with the position, experience of the individual, and the salaries of those currently

employed in similar positions. Training incentives shall be implemented at the sole discretion of the City Administrator.

**Section 3.** The City Clerk is hereby directed to make the necessary changes to the personnel manual as agreed by the City Council and the Non-Union and Union personnel.

**Section 4.** All other Resolutions or parts of Resolutions in conflict herewith be repealed to the extent of such conflict.

**Section 5.** The Council further ratifies and approves the Labor Contract covering the period from July 1, 2020 to June 30, 2021 and ratifies and approves all actions taken in the past and all further actions which may be necessary in the future to adopt and make it effective.

Passed and approved this 27th day of May 2020.

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Ricard R. Porter, Mayor

ATTEST:

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Michael DeBruin, City Administrator/City Clerk



## COVID-19 Reopening Guidance: Summer Sports

### Purpose

This guidance was created in consultation with the Iowa Department of Public Health (IDPH), Iowa High School Athletic Association (IHSAA), and Iowa Girls High School Athletic Union (IGHSAU) as a resource for administrators to determine when and how districts and nonpublic schools may begin to engage in school sports seasons while keeping participants and spectators safe. It must be used in conjunction with all proclamations issued by the governor and guidance provided by the IDPH. Additional guidance will be provided by IHSAA and IGHSAU.

### June 1

Team organized practices for baseball and softball may begin unless circumstances dictate a change in date. The following mitigation efforts are required to help ensure player, coach, and spectator safety:

- Post signage prominently indicating no one should attend or participate in practice if they currently have [symptoms](#) or have been in contact with anyone with a confirmed COVID-19 diagnosis in the last 14 days.
- No dugouts may be used. Players' items should be lined up against the fence at least six feet apart.
- Parents must remain in their cars or drop off and pick up players after practice.
- Players should use their own gloves, helmets, and bats as much as possible.
- Coaches are responsible for ensuring social distancing is maintained between players as much as possible. This means additional spacing between players while playing catch, changing drills so that players remain spaced out, and no congregating of players while waiting to bat.
- Players must bring their own water/beverage to consume during and after practice. No shared drinking fountains, portable hydration stations, or coolers may be used.
- Coaches must sanitize shared equipment before and after each practice.
- Players and coaches should check their temperatures **before** attending practices.
- Anyone with symptoms of illness is not allowed to practice.
- Coaches should be knowledgeable of their students with pre-existing health conditions and work with school nurses or other health officials to take additional precautions as needed.
- Players should be encouraged to provide their own hand sanitizer.
- Coaches must ban the spitting of sunflower seed shells.
- Coaches are responsible for tracking absences for the purpose of noting potential COVID-19 cases.
- Contact public health if a positive case of COVID-19 is reported.

## June 15

Baseball and softball games may begin unless circumstances dictate a change in date. Baseball and softball practices must continue to follow the guidelines provided in the previous section. The following mitigation efforts are required to help ensure player, coach, and spectator safety during games:

- Post signage prominently indicating no one should attend or participate in games if they currently have [symptoms](#) or have been in contact with anyone with a confirmed COVID-19 diagnosis in the last 14 days.
- Use of dugouts is permitted during games only.
- Players should use their own gloves, helmets, and bats as much as possible.
- Players must bring their own water/beverage to consume during and after games. No shared drinking fountains, water stations, or coolers may be used.
- Coaches must sanitize shared equipment before and after each game.
- Players and coaches should check their temperatures **before** attending practices or games.
- Anyone with symptoms of illness is not allowed to participate.
- Schools must limit the use of bleachers for fans. Encourage fans to bring their own chairs or stand. Fans should practice social distancing between different household units and accept personal responsibility for public health guidelines.
- Schools must also implement any other reasonable measures under the circumstances of each school to ensure social distancing of staff, students, and community members, increased hygiene practices, and other public health measures to reduce the risk of transmission of COVID-19 consistent with [guidance issued by the IDPH](#).
- Fans must not attend if they have symptoms of illness.
- No concessions stands are permitted.
- Contact public health if a positive case of COVID-19 is reported.

In-person team organized activities for other sports remain suspended until July 1. For profit businesses that provide sports training and that sell memberships are allowed to offer sports training as long as they follow the same guidelines as fitness centers/clubs, gymnasiums, health clubs, and health spas and can continue to operate for all sports.

## Questions and Additional Guidance

If you have questions, please contact your [school improvement consultant](#). If they are unable to assist you, they will connect you with the appropriate person. For additional COVID-19 guidance and information, please visit the Department's [COVID-19 webpage](#).



## Coronavirus Disease 2019 (COVID-19)

# Considerations for Public Pools, Hot Tubs, and Water Playgrounds During COVID-19

As public aquatic venues open in some areas, CDC offers the following considerations for the safety of those who operate, manage, and use public pools, hot tubs, and water playgrounds. Public aquatic venues can be operated and managed by:

- city or county governments
- apartment complexes
- membership clubs (for example, gyms)
- schools
- waterparks
- homeowners' associations

All decisions about implementing these considerations should be made locally, in collaboration with local health officials. Operators of public aquatic venues can consult with local officials to determine if and how to implement these considerations while adjusting them to meet the unique needs and circumstances of the local jurisdiction. Their implementation should also be informed by what is feasible, practical, and acceptable.

## Promoting Behaviors that Prevent the Spread of COVID-19

Public aquatic venues can consider different strategies to encourage healthy hygiene, including:

- Hand Hygiene and Respiratory Etiquette
  - Encouraging all staff, patrons, and swimmers to wash their hands often and cover their coughs and sneezes.
- Cloth Face Coverings
  - Encouraging the use of cloth face coverings as feasible. Face coverings are most essential in times when physical distancing is difficult.
    - Advise those wearing face coverings to not wear them in the water. Cloth face coverings can be difficult to breathe through when they're wet.
- Staying Home
  - Educating staff, patrons, and swimmers about when to stay home (for example, if they have symptoms of COVID-19, have tested positive for COVID-19, or were exposed to someone with COVID-19 within the last 14 days) and when they can safely end their home isolation.
- Adequate Supplies
  - Ensuring adequate supplies to support healthy hygiene. Supplies include soap, hand sanitizer with at least 60 percent alcohol (for staff and older children who can safely use hand sanitizer), paper towels, tissues, and no-touch trash cans.
- Signs and Messages
  - Posting signs about how to stop the spread  of COVID-19, properly wash hands, promote everyday protective measures , and properly use a cloth face covering  in highly visible locations (for example, at deck

entrances and at sinks).

- Broadcasting regular announcements about how to stop the spread on PA system.
- Including messages about behaviors that prevent the spread of COVID-19 in contracts with individual patrons or households, in emails, on facility websites (for example, posting online videos), through facility's social media accounts, and on entrance tickets).

## Maintaining Healthy Environments

To maintain healthy environments, operators of public aquatic venues may consider:

- **Cleaning and Disinfection**
  - Cleaning and disinfecting frequently touched surfaces at least daily and shared objects each time they are used. For example:
    - Handrails, slides, and structures for climbing or playing
    - Lounge chairs, tabletops, pool noodles, and kickboards
    - Door handles and surfaces of restrooms, handwashing stations, diaper-changing stations, and showers
  - Consulting with the company or engineer that designed the aquatic venue to decide which List N disinfectants approved by the U.S. Environmental Protection Agency [EPA](#) are best for your aquatic venue.
  - Setting up a system so that furniture (for example, lounge chairs) that needs to be cleaned and disinfected is kept separate from already cleaned and disinfected furniture.
  - Labeling containers for used equipment that has not yet been cleaned and disinfected and containers for cleaned and disinfected equipment.
  - Laundering towels and clothing according to the manufacturer's instructions. Use the warmest appropriate water temperature and dry items completely.
  - Protecting shared furniture, equipment, towels, and clothing that has been cleaned and disinfected from becoming contaminated before use.
  - Ensuring safe and correct use and storage of disinfectants, including storing products securely away from children.
- **Ventilation**
  - Ensuring that ventilation systems of indoor spaces operate properly.
  - Increasing introduction and circulation of outdoor air as much as possible by opening windows and doors, using fans, or other methods. However, do not open windows and doors if doing so poses a safety risk to staff, patrons, or swimmers.
- **Water Systems**
  - Taking steps to ensure that all water systems (for example, drinking fountains, decorative fountains, hot tubs) are safe to use after a prolonged facility shutdown to minimize the risk of Legionnaires' disease and other diseases associated with water.
- **Modified Layouts**
  - Changing deck layouts to ensure that in the standing and seating areas, individuals can remain at least 6 feet apart from those they don't live with.
- **Physical Barriers and Guides**
  - Providing physical cues or guides (for example, lane lines in the water or chairs and tables on the deck) and visual cues (for example, tape on the decks, floors, or sidewalks) and signs to ensure that staff, patrons, and swimmers stay at least 6 feet apart from those they don't live with, both in and out of the water.

- Communal Spaces
  - Staggering use of communal spaces (for example, in the water or breakroom), if possible, and cleaning and disinfecting frequently touched surfaces at least daily and shared objects each time they are used.
- Shared Objects
  - Discouraging people from sharing items that are difficult to clean, sanitize, or disinfect or that are meant to come in contact with the face (for example, goggles, nose clips, and snorkels).
  - Discouraging the sharing of items such as food, equipment, toys, and supplies with those they don't live with.
  - Ensuring adequate equipment for patrons and swimmers, such as kick boards and pool noodles, to minimize sharing to the extent possible, or limiting use of equipment by one group of users at a time and cleaning and disinfecting between use.

## Maintaining Healthy Operations

To maintain healthy operations, operators of public aquatic venues may consider:

- Protections for Vulnerable Staff
  - Offering options such as telework or modified job responsibilities that reduce their risk of getting infected.
  - Limiting aquatic venue use to only staff, patrons, and swimmers who live in the local area, if feasible.
- Lifeguards and Water Safety
  - Ensuring that lifeguards who are actively lifeguarding are not also expected to monitor handwashing, use of cloth face coverings, or social distancing of others. Assign this monitoring responsibility to another staff member.
- Alterations of Public Aquatic Venues
  - Consulting the company or engineer that designed the aquatic venue before altering aquatic features (for example, slides and structures designed for climbing or playing).
- Regulatory Awareness
  - Being aware of local or state regulatory agency policies on gathering requirements or recommendations to determine if events, such as aquatic fitness classes, swim lessons, swim team practice, swim meets, or pool parties can be held.
- Staggered or Rotated Shifts
  - Staggering or rotating shifts to limit the number of staff present at the aquatic venue at the same time.
- Designated COVID-19 Point of Contact
  - Designating a staff member to be responsible for responding to COVID-19 concerns. All staff should know who this person is and how to contact him or her.
- Gatherings
  - Avoiding group events, gatherings, or meetings both in and out of the water if social distancing of at least 6 feet between people who don't live together cannot be maintained. Exceptions to the social distancing guidance include:

- Anyone rescuing a distressed swimmer, providing first aid, or performing cardiopulmonary resuscitation, with or without an automated external defibrillator.
  - Individuals in the process of evacuating an aquatic venue or entire facility due to an emergency.
  - If planned events must be conducted, staggering drop-off and pick-up times, as much as possible, to maintain distance of at least 6 feet between people who don't live together.
  - Asking parents to consider if their children are capable of staying at least 6 feet apart from people they don't live with before taking them to a public aquatic venue.
  - Limiting any nonessential visitors, volunteers, and activities involving external groups or organizations.
- Communication Systems
    - Putting systems in place for:
      - Having staff, patrons, and swimmers self-report if they have symptoms of COVID-19, a positive test for COVID-19, or were exposed to someone with COVID-19 within the last 14 days.
      - Notifying local health authorities of COVID-19 cases.
      - Notifying staff, patrons, and swimmers (as feasible) of potential COVID-19 exposures while maintaining confidentiality in accordance with the Americans with Disabilities Act (ADA) [↗](#).
      - Notifying staff, patrons, and swimmers of aquatic venue closures.
  - Leave Policies
    - Implementing sick leave (time off) policies and practices for staff that are flexible and non-punitive.
    - Developing return-to-work policies aligned with CDC's criteria to discontinue home isolation.
  - Back-Up Staffing Plan
    - Monitoring absenteeism of staff and creating a roster of trained back-up staff.
  - Staff Training
    - Training staff on all safety protocols.
    - Conducting training virtually or ensuring that social distancing is maintained during in-person training.
  - Recognize Signs and Symptoms
    - Conducting daily health checks (for example, temperature screening or symptom checking) of staff. Ensure safe and respectful implementation that is aligned with any applicable privacy laws and regulations.
      - Consider using examples of screening methods in CDC's General Business FAQs as a guide.

## Preparing for When Someone Gets Sick

To prepare for when someone gets sick, operators of public aquatic venues may consider:

- Isolating and transporting those who are sick to their home or a healthcare provider.
  - Immediately separating staff, patrons, or swimmers with COVID-19 symptoms (for example, fever, cough, or shortness of breath).
  - Establishing procedures for safely transporting anyone sick to their home or to a healthcare provider.
- Notifying health officials and close contacts.
  - Immediately notifying local health officials, staff, patrons, and swimmers of any case of COVID-19 while maintaining confidentiality in accordance with the Americans with Disabilities Act (ADA) [↗](#).
  - Informing those who have had close contact with a person diagnosed with COVID-19 to stay home and self-monitor for symptoms, and follow CDC guidance if symptoms develop.

- Cleaning and Disinfection
  - Closing off areas used by a sick person and not using the areas until after cleaning and disinfecting them.
  - Waiting more than 24 hours before cleaning and disinfecting these areas. Ensuring safe and correct use and storage of EPA-approved List N disinfectants [↗](#), including storing products securely away from children.

## Other Resources

- Latest COVID-19 information
- Cleaning and Disinfection
- Guidance for Businesses and Employers
- CDC Healthy Swimming
- CDC Steps of Healthy Swimming
- COVID-19 Prevention
- Handwashing Information
- Face Coverings
- Social Distancing
- COVID-19 Frequently Asked Questions
- CDC communication resources
- Community Mitigation

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