

Tiffin Regular City Council Meeting

City Council (test)

June 03, 2025 07:01 pm

City of Tiffin, Iowa

Meeting: Tiffin City Council Meeting
Place: Tiffin City Hall, 300 Railroad Street, Tiffin, Iowa 52340
Date/Time: **June 3, 2025 – 7:00 PM**
Web Page: www.tiffin-iowa.org
Posted: May 30, 2025 (website & front entry of City Hall)

Mayor:	Tim Kasparek	City Administrator:	Doug Boldt
Council At Large:	Tim Orris – Mayor Pro-Tem	Asst. City Administrator:	Ashley Platz
Council At Large:	Al Havens	City Attorney:	Crystal Raiber
Council At Large:	Skylar Limkemann	City Clerk:	Abigail Hora
Council At Large:	Chris Olney	W/WW Superintendent:	Brett Mehmen
Council At Large:	Eric Schnedler	D. of Public Works:	Brian Detert
		Building Official:	Brian Shay
		Recreation Director:	Frank Haege
		Fire Chief:	Brad Hill
		City Engineer:	MSA Professional Services

A. A. Call to Order - 7:00PM

B. B. Roll Call

C. C. Agenda Additions/Agenda Approval

Note: These are routine items and will be enacted by one motion without separate discussion unless a Council Member requests separate consideration.

D. D. Communications and Reports

1. Unscheduled

This is an opportunity for those wishing to address the City Council on an item NOT on the agenda. If you wish to address the Council on subjects pertaining to today's meeting agenda, please wait until that item on the agenda

is reached.

If you wish to speak now, please approach the lectern and give your name and address for the public record before discussing your item. As a reminder each speaker is limited to 3 minutes or less. As an additional reminder, in accordance with public meeting laws, the Council may only discuss or act on matters that are presented on this agenda.

E. E. Consent Agenda

Note: These are routine items and will be enacted by one motion without separate discussion unless a Council Member requests separate consideration.

1. 1. Approval of Previous Council Minutes

File: [5/20 Council Minutes](#)

2. 2. Approval of Summary of Receipts Report

File: [Summary of Receipts](#)

F. F. Mayoral Proclamation

G. G. Public Hearing

1. 1. Public Hearing on Proposal to enter into a Water Revenue Loan and Disbursement Agreement

a. Close Public Hearing and Proceed to I-1

2. 2. Public Hearing to Increase the Water Rate Structure for the City of Tiffin, Iowa, for the Water Treatment Plant Upgrade Project

a. Close Public Hearing and Proceed to H-1

H. H. Ordinance Approval/Amendment

1. 1. 1. Ordinance No. 2025-520 – An Ordinance Amending the Municipal Code of Tiffin, Iowa, Section 92.02 of Chapter 92, Rates for Service

File: [Ordinance Amendment](#)

I. I. Resolutions for Approval

1. 1. Resolution No. 2025-059 – A Resolution taking additional action on proposal to enter into a Water Revenue Loan and Disbursement Agreement

File: [Resoluiton](#)

2. **2. Resolution No. 2025-060 – A Resolution of Support of the Application for the Grove Park Project – Phase 1, for Funding via the Workforce Housing Tax Credit Program and Pledging City Monies for the Same**

File: [Resolution](#)

3. **3. Resolution No. 2025-061 – A Resolution Approving the Final Plat of Hunt Club Phase 3**

File: [Resolution](#)

4. **4. Resolution No. 2025-062 – A Resolution Accepting Certain Municipal Improvements for Tiffin West – Phase 1- Lot 1, Tiffin, Iowa**

File: [Resolution](#)

5. **5. Resolution No. 2025-063 - A Resolution No. 2025-063 – A Resolution Approving a Transportation Agreement between the City of Tiffin and Johnson County Ambulance Service**

File: [Resolution](#)

J. J. Old Business

K. K. Motions for Approval

1. **1. Consideration of Payables List – Motion to Approve**

File: [Payables List](#)

2. **2. Consideration of an Agreement of Sale of Goods with the City of Coralville – Motion to Approve**

File: [Agreement](#)

3. **3. Consideration of Special Events Application – Drive-in Movies 2025, Infuse Church – Motion to Approve**

File: [Special Event App](#)

4. **4. Consideration of Special Events Application – core4 Bicycle Race, Alex Buhmeyer – Motion to Approve**
File: [Special Events App](#)
5. **5. Consideration of Pay Application #3 – Boomerang Corporation, North Park Road Improvements Project – Motion to Approve**
File: [Pay Application](#)
6. **6. Consideration of Pay Application #1 – Miron Construction, Recreation Center Project – Motion to Approve**
File: [Pay Application](#)
7. **7. Discussion and Consideration of Purchase of Kubota RTVX2C for Public Works Department as part of the Vehicle Replacement Program and Council Action as Needed**
File: [Quote](#)
8. **8. Motion to Adjourn from Regular Session into Closed Session in Accordance with Iowa Code Chapter 21.5(i) – City Administrator Performance Evaluation**

L. L. Reports to be Received/Filed

1. **1.**

M. M. Reports from City Personnel

1. Mayor's Report
2. City Council Reports
3. Director of Public Work's Report
4. Building Official's Report
5. Water/Wastewater Superintendent's Report
6. Recreation Director's Report
7. Fire Chief's Report
8. Law Enforcement Report
9. City Engineer's Report – Included in the Packet
10. City Attorney's Report
11. City Administrator's Report

File: [M-11. City Manager's Report](#)

File: [M.9 - Engineer's Report](#)

N. N. Adjournment

Pursuant to §21.4(2) of the Code of Iowa, the City has the right to amend this agenda up until 24 hours before the posted meeting time.

If anyone with a disability would like to attend the meeting, please call City Hall at 319-545-2572 to arrange for accommodations/transportation.

City of Tiffin, Iowa

Meeting: Tiffin City Council Meeting
Place: Tiffin City Hall, 300 Railroad Street, Tiffin, Iowa 52340
Date/Time: May 20, 2025 – 7:00 PM
Web Page: www.tiffin-iowa.org
Posted: May 16, 2025 (website & front entry of City Hall)

Mayor:	Tim Kasparek	City Administrator:	Doug Boldt
Council At Large:	Tim Orris – Mayor Pro-Tem	Asst. City Administrator:	Ashley Platz
Council At Large:	Al Havens	City Attorney:	Crystal Raiber
Council At Large:	Skylar Limkemann	City Clerk:	Abigail Hora
Council At Large:	Chris Olney	W/WW Superintendent:	Brett Mehmen
Council At Large:	Eric Schnedler	D. of Public Works:	Brian Detert
		Building Official:	Brian Shay
		Recreation Director:	Frank Haege
		Fire Chief:	Brad Hill
		City Engineer:	MSA Professional Services

Work Session - Call to Order – 6:30 PM

A. Roll Call

The City of Tiffin City Council held a work session Tuesday, May 20, 2025, at the City Hall Council Chambers. Mayor Kasparek (present via Microsoft Teams) called the meeting to order at 6:31 PM. Upon roll being called the following members were present: Eric Schnedler (present via Microsoft Teams), Al Havens, Chris Olney, Tim Orris and Skylar Limkemann. Others present were City Administrator Doug Boldt (present via Microsoft Teams), Assistant City Administrator Ashley Platz and City Clerk Abigail Hora.

B. Agenda Additions/Agenda Approval

Motion to approve agenda by Olney.

Second by Orris.

All ayes, agenda approved.

C. Discussion and Review of 360-degree Conference Camera and TV for City Council Chambers

Discussion: City Administrator Doug Boldt and Assistant City Administrator Ashley Platz discussed TV options and a 360-degree conference camera with the Council. In a previous meeting the Owl 3 was presented however Council has decided to purchase the Owl 4. A committee will be formed to redesign the Council Chambers and present a recommendation to the Council. Schnedler and Limkemann volunteered to serve on the committee.

D. Questions from Council Members regarding items on the Regular City Council Agenda or Reports

E. Other Business

F. Adjournment

Motion to adjourn by Limkemann.

Second by Orris.

All ayes, meeting adjourned at 6:58 PM.

A. Regular Session - Call to Order – 7:00 PM

B. Roll Call

C. The City of Tiffin City Council held a regular session Tuesday, May 20, 2025, at the City Hall Council Chambers. Mayor Kasparek (present via Microsoft Teams) called the meeting to order at 7:00 PM. Upon roll being called the following members were present: Eric Schnedler (present via Microsoft Teams), Al Havens, Chris Olney, Tim Orris and Skylar Limkemann. Others present were City Administrator Doug Boldt (present via Microsoft Teams), Assistant City Administrator Ashley Platz and City Clerk Abigail Hora.

D. Agenda Additions/Agenda Approval

Motion to approve agenda by Orris.

Second by Limkemann.

All ayes, agenda approved.

E. Communications and Reports

1. Unscheduled

This is an opportunity for those wishing to address the City Council on an item NOT on the agenda. If you wish to address the Council on subjects pertaining to today's meeting agenda, please wait until that item on the agenda is reached.

If you wish to speak now, please approach the lectern and give your name and address for the public record before discussing your item. As a reminder each speaker is limited to 3 minutes or less. As an additional reminder, in accordance with public meeting laws, the Council may only discuss or act on matters that are presented on this agenda.

Discussion: Ed Swim, 210 Summerhays St, problems were reported with the condition of Brown Street with suggestions for an alternative sealing method.

F. Consent Agenda

Note: These are routine items and will be enacted by one motion without separate discussion unless a Council Member requests separate consideration.

1. Approval of the May 6, 2025, City Council Minutes

2. Approval of Summary of Receipts Report

3. Approval of Clerk's/Treasurers Report

Motion to approve Consent Agenda which includes City Council Minutes, Summary of Receipts Report and Clerk/Treasurers Report by Olney.

Second by Limkemann.

All ayes, consent agenda approved.

G. Mayoral Proclamation

1. 65th Annual National Public Works Week

H. Public Hearing

1. Public Hearing for the FY 2024-2025 Budget Amendment

a. Close Public Hearing and Proceed to I-1

Motion to open Public Hearing for the FY 2024-2025 Budget Amendment by Havens.

Second by Orris.

Roll Call: Havens, Orris, Olney, Schnedler, Limkemann.

Discussion: Nothing Received at City Hall.

Motion to close Public Hearing for the FY 2024-2025 Budget Amendment by Olney.

Second by Orris.

Roll Call: Orris, Olney, Schnedler, Limkemann, Havens.

All ayes, motion carried.

2. Public Hearing on a Proposed Amendment to the Tiffin Urban Renewal Area

a. Close Public Hearing and Proceed to I-2

Motion to open Public Hearing on a Proposed Amendment to the Tiffin Urban Renewal Area by Orris.

Second by Limkemann.

Roll Call: Schnedler, Limkemann, Havens, Orris, Olney.

Discussion: Nothing Received at City Hall.

Motion to close Public Hearing on a Proposed Amendment to the Tiffin Urban Renewal Area by Limkemann.

Second by Orris.

Roll Call: Limkemann, Havens, Orris, Olney, Schnedler.

All ayes, motion carried.

I. Ordinance Approval/Amendment

1.

J. Resolutions for Approval

1. Resolution No. 2025-051 – A Resolution Approving the FY 2024-2025 Budget Amendment. Motion to approve Resolution No. 2025-051 – A Resolution Approving the FY 2024-2025 Budget Amendment by Havens.
Second by Limkemann.
Roll Call: Olney, Schnedler, Limkemann, Havens, Orris.
All ayes, motion carried.
2. Resolution No. 2025-052 – A Resolution to Approve an Urban Renewal Plan Amendment for the Tiffin Urban Renewal Area. Motion to approve Resolution No. 2025-052 – A Resolution to Approve an Urban Renewal Plan Amendment for the Tiffin Urban Renewal Area by Havens.
Second by Orris.
Roll Call: Havens, Orris, Olney, Schnedler, Limkemann.
All ayes, motion carried.
3. Resolution No. 2025-053 – A Resolution Authorizing the Transfer of Funds. Motion to approve Resolution No. 2025-053 – A Resolution Authorizing the Transfer of Funds by Orris.
Second by Limkemann.
Roll Call: Orris, Olney, Schnedler, Limkemann, Havens.
All ayes, motion carried.
4. Resolution No. 2025-054 – A Resolution Setting the Salaries for the Employees of the City of Tiffin, Iowa. Motion to approve Resolution No. 2025-054 – A Resolution Setting the Salaries for the Employees of the City of Tiffin, Iowa by Limkemann.
Second by Orris.
Roll Call: Olney, Schnedler, Limkemann, Havens, Orris.
All ayes, motion carried.
5. Resolution No. 2025-055 – A Resolution Setting the Date of June 3, 2025, for a Public Hearing to Increase Water Rate Structure for the City of Tiffin for the Water Treatment Plant Upgrade Project. Motion to approve Resolution No. 2025-055 – A Resolution Setting the Date of June 3, 2025, for a Public Hearing to Increase Water Rate Structure for the City of Tiffin for the Water Treatment Plant Upgrade Project by Havens.
Second by Orris.
Roll Call: Schnedler, Limkemann, Havens, Orris, Olney.
All ayes, motion carried.
6. Resolution No. 2025-056 – A Resolution Setting the Date of June 17, 2025, for a Meeting at which it is Proposed to Approve a Development Agreement with 80/380, LLC, Including Annual Appropriation Tax Increment Payments. Motion to approve Resolution No. 2025-056 – A Resolution Setting the Date of June 17, 2025, for a Meeting at which it is Proposed to Approve a Development Agreement with 80/380, LLC, Including Annual Appropriation Tax Increment Payments by Orris.
Second by Limkemann.
Roll Call: Limkemann, Havens, Orris, Olney, Schnedler.
All ayes, motion carried.
7. Resolution No. 2025-057 – A Resolution Approving the Revised Escrow Agreement with 80/380 Commerce Park, LLC. Motion to approve Resolution No. 2025-057 – A Resolution Approving the Revised Escrow Agreement with 80/380 Commerce Park, LLC by Orris.
Second by Limkemann.
Roll Call: Havens, Orris, Olney, Schnedler, Limkemann.
All ayes, motion carried.
8. Resolution No. 2025-058 – A Resolution Approving the Updated Developer's Agreement for 80/380 Commerce Park, LLC. Motion to approve Resolution No. 2025-058 – A Resolution Approving the Updated Developer's Agreement for 80/380 Commerce Park, LLC by Limkemann.

Second by Olney.

Roll Call: Orris, Olney, Schnedler, Limkemann, Havens.

All ayes, motion carried.

K. Old Business

1.

L. Motions for Approval

1. Consideration of Payables List – Motion to approve by Olney.

Second by Orris.

All ayes, motion carried.

2. Consideration of Revised Pay Application #2 – Boomerang Corporation, North Park Road Improvements Project – Motion to approve by Orris.

Second by Limkemann.

All ayes, motion carried.

3. Consideration of Pay Application #3 – GHS Development/Maxwell Construction, Tiffin Heights West Watermain Extension – Motion to approve by Orris.

Second by Havens.

All ayes, motion carried.

4. Discussion and Consideration of Installing an RRRB (Rectangular Rapid Flash Beacon) on the Clear Creek Trail at the Roberts Ferry Road Crossing and Council Action as Needed. Motion to approve by Orris.

Second by Limkemann.

All ayes, motion carried.

5. Discussion and Consideration of Memorandum of Understanding between the City of Tiffin, the Clear Creek Amana Community School District and Homemakers Plaza for the shared use a Detention/Retention Facility as Council Action as Needed. Motion to approve by Orris.

Second by Limkemann.

All ayes, motion carried.

L. Reports to be Received/Filed

1. April Johnson County Sheriff's Report
2. Monthly Departmental Budget Reports

M. Reports from City Personnel

1. Mayor's Report – Nothing to Report.
2. City Council Reports – Discussion: Council Person Orris reported that the Tiffin Community Fund is looking to replace the dumpster at City Park.
3. Director of Public Work's Report – Nothing to Report.
4. Building Official's Report – Nothing to Report.
5. Water/Wastewater Superintendent's Report – Discussion: Water/Wastewater Superintendent Brett Mehmen reported preconstruction meeting for the water plant upgrade went well and dirt work will start beginning of June.
6. Recreation Director's Report – Nothing to Report.
7. Fire Chief's Report – z Nothing to Report.
8. Law Enforcement Report – Nothing to Report.
9. City Engineer's Report – Nothing to Report.
10. City Attorney's Report – Nothing to Report.
11. City Administrator's Report – Written Report in Packet.

N. Adjournment

Motion to adjourn by Orris.

Second by Limkemann.

All ayes, meeting adjourned at 7:43 PM.

A handwritten signature in blue ink that reads "Abigail Hora". The signature is written in a cursive, flowing style.

____ May 22nd, 2025
Abigail Hora, City Clerk

City of Tiffin Summary of Receipts

05/17/2025-05/30/2025

001-GENERAL	\$	28,163.15
110-ROAD USE TAX	\$	-
112-EMPLOYEE BENEFIT	\$	-
119-EMERGENCY FUND	\$	-
121-LOCAL OPTION SALES TAX	\$	79,163.84
125-TIF	\$	-
200-DEBT SERVICE	\$	-
301-DEVELOPER ESCROW	\$	419,890.86
307-PARK ROAD PAVING	\$	-
310-TRAIL PROJECT	\$	-
316-GO BONDS	\$	-
320-ROUNDAABOUT	\$	-
321-ORIGINAL TOWN URBANIZATION	\$	-
335-FOREVERGREEN RD	\$	-
336-PUBLIC WORKS BUILDING	\$	-
344-PW EQUIPMENT	\$	-
600-WATER	\$	58,938.65
601-WATER SINKING	\$	-
607-SECOND WELL	\$	-
610-SEWER	\$	71,484.85
611-SEWER SINKING	\$	-
617-SANITARY SEWER IMPROVEMENTS	\$	-
618-SEWER MAIN UPSIZE RAILROAD	\$	-
670-RECYCLING/GARBAGE	\$	27,508.56
740-STORM WATER	\$	5,847.07
TOTAL:	\$	690,996.98

CITY OF TIFFIN ORDINANCE NO. 2025-520

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF TIFFIN, IOWA, SECTION 92.02 OF CHAPTER 92, RATES FOR SERVICE

BE IT ENACTED by the City Council of the City of Tiffin, Iowa:

Section I. Purpose: The purpose of this ordinance is to amend Section 92.02 of Chapter 92 of the Municipal Code of Tiffin, Iowa, to change the rate structure of water charges – Rates for Service.

Section II. Amendment. Section 92.02 of Chapter 92 is hereby amended as follows:

CHAPTER 92 WATER RATES

92.02 RATES FOR SERVICE. Water service shall be furnished at the following rates:

(Code of Iowa, Sec. 384.84)

1. Monthly Rates Within the City Limits – **Effective July 1, 2025**
 - a. Base Rate - ~~\$7.00~~ **\$15.00** per month
 - b. Flow Rate - ~~\$5.50~~ – **\$5.75 per 1000 gallons**, equal to ~~\$0.0055~~ **\$0.00575** per gallon
2. Monthly Rates Within the City Limits – **Effective July 1, 2026**
 - a. Base Rate - **\$15.00** per month
 - b. Flow Rate - **\$7.85 per 1000 gallons**, equal to **\$0.00785** per gallon
3. Monthly Rates Within the City Limits – **Effective July 1, 2027**
 - a. Base Rate - **\$15.00** per month
 - b. Flow Rate - **\$10.15 per 1000 gallons**, equal to **\$0.01015** per gallon

Section III. Repealer. All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

Section IV. 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 V. When Effective. This ordinance shall be in effect after its final passage, approval, and posting as provided by law.

On the 3rd day of June, 2025, at a regular meeting of the Tiffin City Council, Tiffin, Iowa, Councilperson _____ introduced Ordinance No. 2025-520, and moved that it be given its first reading. The motion was seconded by Councilperson _____.

Ayes:

Nays:

_____ members of the Council being present and having voted "Aye", Mayor Tim Kasperek declared the motion carried, and Ordinance No. 2025-520, was read the first time, discussed, and placed on record.

On the _____th day of _____ 2025, at a regular meeting of the Tiffin City Council, Tiffin, Iowa, Councilperson _____ introduced Ordinance No. 2025-520, and moved that it be given its second reading. The motion was seconded by Councilperson _____.

Ayes:

Nays:

_____ members of the Council being present and having voted "Aye", Mayor Tim Kasperek declared the motion carried, and Ordinance No. 2025-520, was read the second time and discussed and placed on record.

On the _____th day of _____ 2025, at a regular meeting of the Tiffin City Council, Tiffin, Iowa, Councilperson _____ introduced Ordinance No. 2025-520, and moved that it be given its third and last reading. The motion was seconded by Councilperson _____.

Ayes:

Nays:

_____ members of the Council being present and having voted "Aye", Mayor Tim Kasperek declared the motion carried, and the ordinance was passed and adopted.

Whereupon the Mayor declared that Ordinance No. 2025-520 be adopted and signified his approval of same by fixing his signature thereto. Passed by the Council on the _____th day of _____ 2025 and approved by the Mayor on the _____th day of _____ 2025.

CITY OF TIFFIN, IOWA:

By: _____
Tim Kasperek, Mayor

ATTEST:

Abigail Hora, City Clerk

I, Abigail Hora, City Clerk of the City of Tiffin, Iowa, state that an ordinance entitled AN ORDINANCE AMENDING THE MUNICIPAL CODE OF TIFFIN, IOWA, SECTION 92.02 OF CHAPTER 92, RATES FOR SERVICE and known as No. 2025-520 was duly passed by the Council on the _____th day of _____ 2025, and signed by the Mayor on the _____th day of _____ 2025, and published on the _____th day of _____ 2025, by posting copies thereof in three public places within the limits of the City of Tiffin, Iowa. That I posted copies of Ordinance No. 2025-520 in the following places:

The Depot, Tiffin, Iowa
Casey's, Tiffin, Iowa
Solon State Bank, Tiffin, Iowa

Abigail Hora, City Clerk

(Hearing – Water Revenue)

436989-42

Tiffin, Iowa

June 3, 2025

The City Council of the City of Tiffin, Iowa, met on June 3, 2025, at 7:00 p.m., at the City Hall Council Chambers, in the City. The meeting was called to order by the Mayor, and the roll was called showing the following members of the Council present and absent:

Present: _____

Absent: _____.

This being the time and place specified for holding the public hearing and taking action on the proposal to enter into a Water Revenue Loan and Disbursement Agreement, the City Clerk announced that no written objections had been placed on file. Whereupon, the Mayor called for any written or oral objections, and there being none, the Mayor declared the public hearing closed.

After due consideration and discussion, Council Member _____ introduced the following resolution and moved its adoption, seconded by Council Member _____. The Mayor put the question upon the adoption of said resolution, and the roll being called, the following Council Members voted:

Ayes: _____

Nays: _____.

Whereupon, the Mayor declared the resolution duly adopted, as follows:

RESOLUTION NO. 2025-059

A Resolution taking Additional Action on proposal to enter into a Water Revenue Loan and Disbursement Agreement

WHEREAS, the City of Tiffin (the “City”), in Johnson County, State of Iowa, did heretofore establish a Municipal Waterworks Utility System (the “Utility”) in and for the City which has continuously supplied water 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, the City has heretofore proposed to contract indebtedness and enter into a certain Water Revenue Loan and Disbursement Agreement (the “Agreement”) and to borrow money thereunder in a principal amount not to exceed \$15,000,000, pursuant to the provisions of Section 384.24A of the Code of Iowa, for the purpose of paying the cost, to that extent, of planning, designing and constructing improvements and extensions to the Utility, and has published notice of the proposed action and has held a hearing thereon on June 3, 2025;

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

Section 1. The City Council hereby determines to enter into the Agreement in the future and orders that Water Revenue Bonds be issued at such time in evidence thereof. The City Council further declares that this resolution constitutes the “additional action” required by Section 384.24A of the Code of Iowa.

Section 2. All resolutions or parts thereof in conflict herewith are hereby repealed, to the extent of such conflict.

Section 3. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

Passed and approved June 3, 2025.

Mayor

Attest:

City Clerk

• • • •

On motion and vote, the meeting adjourned.

Mayor

Attest:

City Clerk

May 29, 2025

VIA EMAIL

Doug Boldt
City Administrator/City Hall
Tiffin, Iowa

Re: \$15,000,000 SRF Water Revenue Loan and Disbursement Agreement
Our File No. 436989-42

Dear Doug:

We have prepared and attach proceedings for the June 3, 2025, City Council meeting related to the public hearing and additional action on the Water Revenue Loan and Disbursement Agreement (the "Agreement").

The proceedings attached include the following items:

1. Minutes of the meeting covering the public hearing, followed by the resolution taking additional action in connection with the Agreement. This resolution simply sets forth the City Council's determination to enter into the Agreement in the future and its adoption constitutes the "additional action" required by the Iowa Code.
2. Attestation Certificate with respect to the validity of the transcript.

On June 3, the City Council should meet as scheduled and hold the hearing on its intention to enter into the Agreement. The minutes as drafted assume that no objections will be filed or made.

Please return one fully executed copy of these proceedings to our office as soon as possible. Please call Emily Hammond, Erin Regan, Severie Orngard or me if you have questions.

Best regards,

John P. Danos

Attachments

cc: Abigail Hora
Tracy Scebold
Tony Toigo
Lee Wagner
Heidi Kuhl
Clint Weinen

RESOLUTION NO. 2025-060

A RESOLUTION OF SUPPORT FOR THE APPLICATION FOR THE GROVE PARK PROJECT – PHASE 1, FOR FUNDING VIA THE WORKFORCE HOUSING TAX CREDIT PROGRAM AND PLEDGING CITY MONIES FOR THE SAME

Whereas, 443 Marengo LC has heretofore made application to the Iowa Economic Development Authority for funding for a housing project via the Workforce Housing Tax Credit Program for the Grove Park Project; and

Whereas, as part of the application process, the City Council is required to provide a resolution of support for the application; and

Whereas, the City will also provide monetary or in-kind support for this Project if the application is approved.

Now, therefore be it resolved by the City Council of Tiffin, Iowa, that the City of Tiffin fully supports the application of 443 Marengo LC for the Grove Park Project – Phase 1, to obtain funding via the Workforce Housing Tax Program.

Be it further resolved, that the City Council will make a contribution to the Project in the amount of \$1000 per unit not to exceed the 39 units in phase 1 of the project if said application is approved by the IEDA.

On the 3rd day of June, 2025, at a regular meeting of the Tiffin City Council, Tiffin, Iowa, Councilperson _____ introduced **RESOLUTION NO. 2025-060, A RESOLUTION OF SUPPORT FOR THE APPLICATION FOR THE GROVE PARK PROJECT – PHASE 1, FOR FUNDING VIA THE WORKFORCE HOUSING TAX CREDIT PROGRAM AND PLEDGING CITY MONIES FOR THE SAME** and made a motion for approval. Motion seconded by Councilperson _____.

Ayes:

Nays:

Absent:

Whereupon _____ Council members were present and voted approval and Mayor Kasperek declared that **RESOLUTION NO. 2025-060, A RESOLUTION OF SUPPORT OF THE APPLICATION FOR THE GROVE PARK PROJECT – PHASE 1, FOR FUNDING VIA THE WORKFORCE HOUSING TAX CREDIT PROGRAM AND PLEDGING CITY MONIES FOR THE SAME** to be adopted and signified his approval of the same by affixing his signature thereto.

Passed by the City Council on the 3rd day of June, 2025.

City of Tiffin

Tim Kasperek, Mayor

ATTEST: _____
Abigail Hora, City Clerk

RESOLUTION NO. 2025-061

A RESOLUTION APPROVING THE FINAL PLAT OF HUNT CLUB PHASE 3, TIFFIN, IOWA

Whereas, Brain Engineering, Inc, has filed with the City Clerk of the City of Tiffin, Iowa, an application for approval of the final plat of Hunt Club Phase 3, a subdivision of Tiffin, Iowa, which is legally described on the attached Exhibit; and,

Whereas, the Engineer, City Attorney and City Staff have done a final examination of the final plat and has provided a recommendation of approval of the final plat to the Council; and,

Whereas, the final plat is found to conform with all of the requirements of the City's Ordinances and Subdivision Agreement.

Now, therefore be it resolved by the City Council of the City of Tiffin, Iowa that the Mayor and City Clerk are hereby authorized to execute the documents necessary to approve the final plat as submitted and as approved by the Engineer, City Staff and City Attorney, but, as a condition of its approval, the approval of the final plat is contingent on the following: 1) execution of all necessary easement agreements and final plat documents 2) the final plat may not be recorded and no lots may be transferred until this contingency have been completed. The recording of the plat and this resolution will indicate this contingency has been completed.

Be it further resolved, the Subdivider of this property will bear the cost to record this resolution and subsequent legal documents with the Office of the Johnson County Recorder.

On the 3rd day of June, 2025, at a regular meeting of the Tiffin City Council, Tiffin, Iowa, Councilperson _____ introduced **RESOLUTION NO. 2025-061, A RESOLUTION APPROVING THE FINAL PLAT OF HUNT CLUB PHASE 3, A SUBDIVISION OF TIFFIN, JOHNSON COUNTY, IOWA** and made a motion for approval. Motion seconded by Councilperson _____.

Ayes:

Nays:

Absent:

Whereupon _____ Council members were present and voted approval and Mayor Kasperek declared that the **RESOLUTION NO. 2025-061, A RESOLUTION APPROVING THE FINAL PLAT OF HUNT CLUB PHASE 3, A SUBDIVISION OF TIFFIN, JOHNSON COUNTY, IOWA** to be adopted and signified his approval of the same by affixing his signature thereto.

Passed by the City Council on the 3rd day of June, 2025.

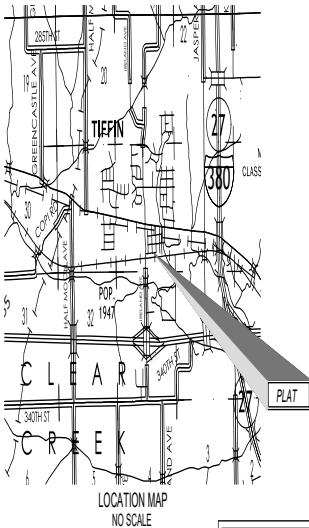
City of Tiffin

Tim Kasperek, Mayor

ATTEST: _____
Abigail Hora, City Clerk

FINAL PLAT

HUNT CLUB PHASE 3 TO THE CITY OF TIFFIN, JOHNSON COUNTY, IOWA



OWNER/APPLICANT:
HUNT CLUB, LC
C/O DARRYL T. HIGH
211 FIRST AVENUE SE
CEDAR RAPIDS, IOWA 52410
PH: 319-363-3900
EMAIL:
darrylh@highdevelopment.com

ENGINEER:
DANIEL L. SCHMIDT, PE
BRAIN ENGINEERING, INC.
1540 MIDLAND COURT NE
CEDAR RAPIDS, IOWA 52402
PH: 319-294-9424
FAX: 319-294-1056
EMAIL: dars@brain-eng.com

ATTORNEY:
MATT HEKTOEN
SIMMONS PERRINE MOYER BERGMAN PLC
115 3RD STREET SE, SUITE 1200
CEDAR RAPIDS, IOWA 52401-1266
(319) 896-4030
mhketoen@spmlaw.com

INDEX:
Page DESCRIPTION
1 COVER
2 LOT LAYOUT
3 EASEMENT DIMENSIONS

Index Legend
Location Description: A part of the NE 1/4 of Section 33-80-7 and the NW 1/4 of Section 34-80-7
Requestor: Darryl T. High
Proprietor: Hunt Club III, LLC and Hunt Club IV, LLC
Surveyor: Kevin F. Bradshaw
Surveyor Company: Brain Engineering, Inc.
Return to: KF Bradshaw, 1540 Midland Ct NE Cedar Rapids, IA 52402
or kevinb@brain-eng.com (319) 294-9424

LEGAL DESCRIPTION

Auditor's Parcel 2020061, a part of Auditor's Parcel 2020062 and a part of Auditor's Parcel 2024066, all in Section 33 and in Section 34 in Township 80 North, Range 7 West of the 5th Principal Meridian, City of Tiffin, Johnson County, Iowa described as follows:

Beginning at the NE corner of the SE 1/4 NE 1/4 of said Section 33;
thence N89°30'17"E along the north line of the SW 1/4 NW 1/4 of said Section 34, 25.00 feet to the NE corner of said Auditor's Parcel 2024066;
thence S01°37'37"E along the east line of said Auditor's Parcel 2024066, 116.92 feet;
thence N89°50'45"W, 219.19 feet to the west line of Auditor's Parcel 2020062;
thence S00°09'15"W along said west line and the S-ly extension thereof, 149.14 feet to the south line of said Auditor's Parcel 2020062;
thence N89°50'45"W along said south line, 120.33 feet to the SE corner of said Auditor's Parcel 2020061;
thence continuing N89°50'45"W along the south line of said Auditor's Parcel 2020061, 270.95 feet to the SW corner of said Auditor's Parcel 2020061;
thence N00°09'15"E along the west line of said Auditor's Parcel 2020061, 384.05 feet to the NW corner of said Auditor's Parcel 2020061;
thence S89°50'45"E along the north line said of said Auditor's Parcel 2020061, 150.61 feet to a west line of said Auditor's Parcel 2020061;
thence N00°09'15"E along said west line, 55.79 feet to a NW corner of said Auditor's Parcel 2020061;
thence S89°50'45"E along the north line of said Auditor's Parcel 2020061, 240.67 feet to the NE corner of said Auditor's Parcel 2020061 and the west line of said Auditor's Parcel 2020062;
thence N00°09'15"E along the west line of said Auditor's Parcel 2020062, 39.09 feet;
thence S89°50'45"E, 184.28 feet to the east line of said Auditor's Parcel 2020062;
thence S01°31'58"E along said east line, 213.30 to the point of beginning, containing 5.26 acres.

Recorder's Stamp:

APPROVED BY TIFFIN CITY COUNCIL

MAYOR DATE

CITY CLERK DATE

NOTE:
ALL MEASUREMENTS IN FEET AND DECIMALS THEREOF.

	I hereby certify that this land surveying document and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Land Surveyor under the laws of the State of Iowa. Signed _____ Date _____
	Kevin F. Bradshaw, L.S. My License Renewal Date Is December 31, 2026 License Number 17543 Pages or sheets covered by this seal: PAGES 1-3

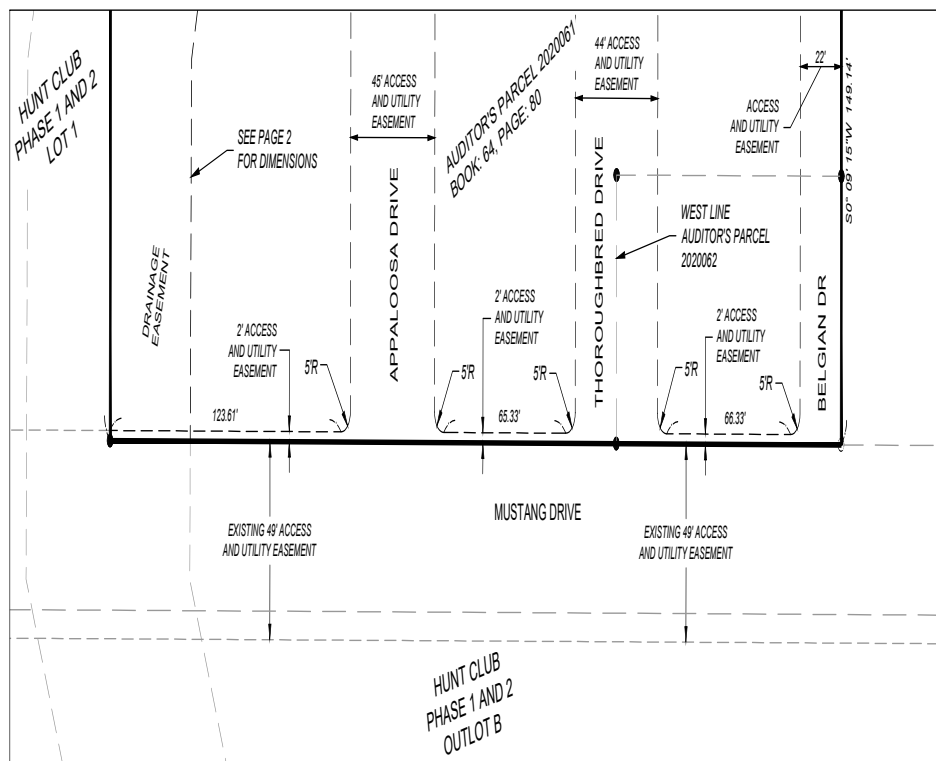
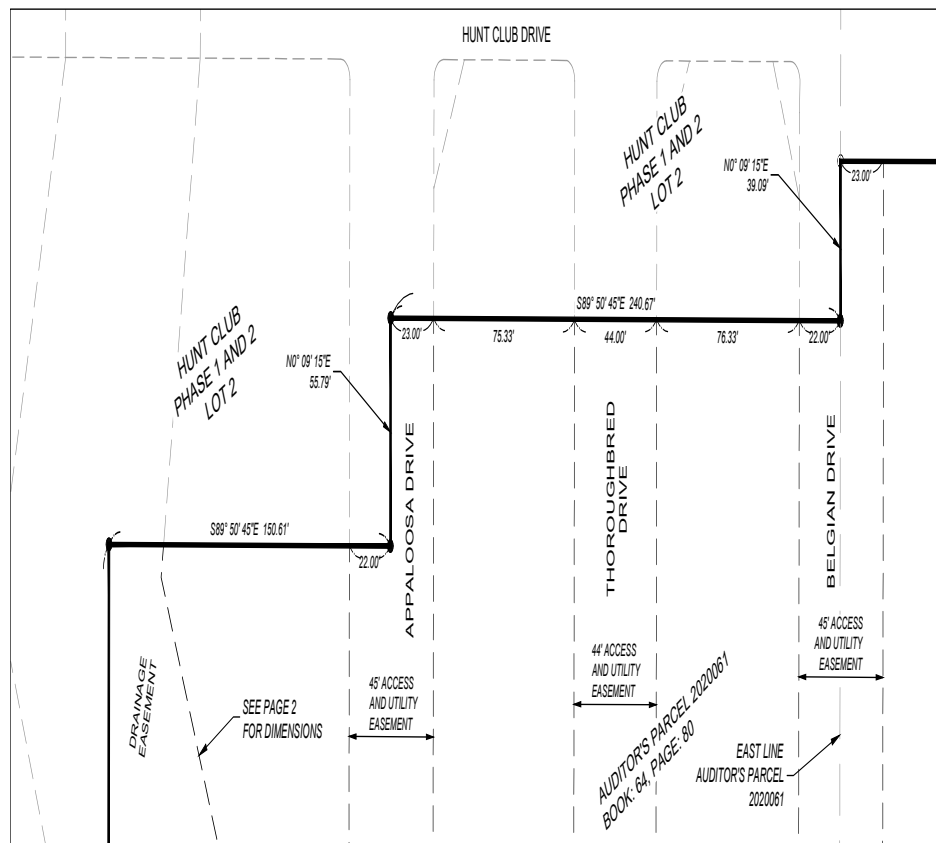
DATE OF SURVEY: 5/22/23

Title: FINAL PLAT HUNT CLUB PHASE 3		Drawn: DLS	Book: 370	Page: 1	Project No: 296924-40
		Date: 5/14/25	Scale: NA	Of: 3	
		Checked:			
		Date:			

[illegible]

Title: FINAL PLAT HUNT CLUB PHASE 3		Drawn: DLS	Book: DC	Page: 2	Project No: 296924-40
		Date: 5/14/25			
		Checked:	Scale:	3	
		Date:	1" = 100'		

N



FINAL PLAT

HUNT CLUB PHASE 3



Date:

 $1'' = 50'$

/ Of:

Project No:
296924-40

RESOLUTION NO. 2025-062

**A RESOLUTION ACCEPTING CERTAIN PUBLIC IMPROVEMENTS FOR LOT 1 OF
TIFFIN WEST – PHASE ONE, TIFFIN, IOWA**

Whereas, The Tiffin City Council has previously approved the final plat of Tiffin West – Phase 1, a subdivision of Tiffin, Iowa, which is legally described on the attached Exhibit; and,

Whereas, as part of the approval process, the City and the Subdivider entered into a Developer's Agreement whereby the Subdivider agreed to construct certain municipal improvements, namely concrete streets, sidewalks, water mains, sanitary sewer mains, storm sewer mains and storm water detention (the "public improvements"); and,

Whereas, the City of Tiffin has received a request for approval and release of the public improvements for Lot 1 of Tiffin West – Phase; and,

Whereas, the City Engineer and City Staff have done a final examination of the public improvements and found them to be true and in conformance with the final plat and provided a recommendation of approval.

Now, therefore be it resolved by the City Council of the City of Tiffin, Iowa, that the City approves and accepts the aforementioned public improvements, except for sidewalks, and except for storm water detention facility ongoing maintenance obligations, only as to Lot 1 of Tiffin West – Phase 1.

On the 3rd day of June, 2025, at a regular meeting of the Tiffin City Council, Tiffin, Iowa, Councilperson _____ introduced **RESOLUTION NO. 2025-062, A RESOLUTION ACCEPTING CERTAIN PUBLIC IMPROVEMENTS FOR LOT 1 OF TIFFIN WEST – PHASE 1**, Tiffin, Iowa, and made a motion for approval. Motion seconded by Councilperson _____.

Ayes:

Nays:

Absent:

Whereupon _____ Council members were present and voted approval and Mayor Kasperek declared that the **RESOLUTION NO. 2025-062, A RESOLUTION ACCEPTING CERTAIN PUBLIC IMPROVEMENTS FOR LOT 1 OF TIFFIN WEST – PHASE 1**, Tiffin, Iowa, to be adopted and signified his approval of the same by affixing his signature thereto.

Passed by the City Council on the 3rd day of June, 2025.

City of Tiffin

Tim Kasperek, Mayor

ATTEST: _____
Abigail Hora, City Clerk

COUNTY: JOHNSON
SECTION 33, T80 N, R7 W
ALIQUOT PART:
SE 1/4 - NW 1/4, NE 1/4 - SW 1/4
CITY:
SURVEY: TIFFIN WEST - PHASE 1
BLOCK: LOTS: 1, 2, A, B, VILLAGE DRIVE
PROPRIETOR: LOT 1 - HONEY LANE DEVELOPMENT, LLC
TRUST U/W/O BESSIE S. HAGIST - JOYCE ROSSIE, AGENT
REQUESTED BY: RYAN FITZPATRICK - HONEY LANE DEVELOPMENT, LLC
SURVEYOR: RANDALL L. RATTENBORG
COMPANY: BURRINGTON GROUP, INC.
105 W. MAIN STREET, MANCHESTER, IA 52057
INFO@BURRINGTONGROUP.COM 563-927-2434

C.C.
Doc ID: 032444920001 Type: PLA
Kind: PLAT
Recorded: 03/24/2025 at 12:59:43 PM
Fee Amt: \$12.00 Page 1 of 1
Johnson County Iowa
Kin Painter County Recorder
BK 68 PG 243

SUBDIVISION
PLAT

TIFFIN WEST - PHASE 1
PART OF THE SE 1/4 - NW 1/4 AND PART OF THE NE 1/4 - SW 1/4 OF SECTION 33,
T80N, R7W OF THE FIFTH P.M., CITY OF TIFFIN, JOHNSON COUNTY, IOWA

LEGAL DESCRIPTION:

TIFFIN WEST - PHASE 1, Part of the SE 1/4 of the NW 1/4 and part of the NE 1/4 of the SW 1/4 of Section 33, T80N, R7W of the Fifth P.M., City of Tiffin, Johnson County, Iowa, containing a total of 33.37 acres, divided into five (5) lots named Lot 1, Lot 2, Outlot A, Outlot B and Village Drive, subject to easements of record, and more particularly described by metes and bounds as follows:

BEGINNING at the Northwest Corner of the SE 1/4 of the NW 1/4 of Section 33, T80N, R7W of the Fifth P.M., Johnson County, Iowa;
THENCE along the northerly line of the SE 1/4 of the NW 1/4 of said Section 33, South 89° 19' 48" East, 1252.52 feet, to the west right of way line of Roberts Ferry Road;
THENCE along the west right of way line of Roberts Ferry Road, South 00° 21' 12" East, 891.51 feet to the northerly right of way line of U.S. Interstate 80;
THENCE along the northerly right of way line of U.S. Interstate 80, South 58° 40' 09" West, 113.14 feet;
THENCE continuing along the northerly right of way line of U.S. Interstate 80, South 66° 52' 57" West, 848.74 feet;
THENCE continuing along the northerly right of way line of U.S. Interstate 80, North 78° 47' 27" West, 104.53 feet;
THENCE continuing along the northerly right of way line of U.S. Interstate 80, South 69° 05' 20" West, 173.77 feet;
THENCE continuing along the northerly right of way line of U.S. Interstate 80, South 67° 50' 09" West, 102.00 feet, to the westerly line of the NE 1/4 of the SW 1/4 of said Section 33;
THENCE along the westerly line of the NE 1/4 of the SW 1/4 of said Section 33, North 00° 35' 35" West, 14.88 feet, to the Southwest Corner of the SE 1/4 of the NW 1/4 of said Section 33;
THENCE along the westerly line of the SE 1/4 of the NW 1/4 of said Section 33, North 00° 35' 35" West, 1328.95 feet to the **POINT OF BEGINNING**;
The westerly line of the NW 1/4 of Section 33, T80N, R7W of the Fifth P.M., Johnson County, Iowa is assumed to bear North 00° 48' 22" West.

PLAT/PLAN APPROVED
THE CITY OF TIFFIN

CITY MAYOR

UTILITY EASEMENTS, AS SHOWN HEREIN, MAY OR MAY NOT INCLUDE SANITARY SEWER LINES, AND/OR STORM SEWER LINES, AND/OR WATER LINES; SEE CONSTRUCTION PLANS FOR DETAILS.
UTILITY EASEMENTS, AS SHOWN HEREIN, ARE ADEQUATE FOR THE INSTALLATION AND MAINTENANCE OF THE FACILITIES REQUIRED BY THE FOLLOWING AGENCIES:

[Signature] 2/24/25
LINCOLN COUNTY REC Date:
[Signature] 2/21/25
MIDAMERICAN ENERGY CO Date:
[Signature] 2/24/25
SOUTH SLOPE CO - OP TELEPHONE Date:
[Signature] 2-24-25
MEDIACOM Date:

D:\Civ\3D_Projects\Johnson County\Tiffin\22-156 Honey Lane Dev, Tiffin\Boundary\22-156_Honey Lane Boundary.dwg
SURVEYED ON: 10/31/2022
SURVEY REQUESTED BY: RYAN FITZPATRICK - HONEY LANE DEVELOPMENT, LLC



SHEETS COVERED BY THIS SEAL: SHEET 1 & 2

PROPRIETORS: TRUST U/W/O BESSIE S. HAGIST - JOYCE ROSSIE, AGENT
LOT 1 - HONEY LANE DEVELOPMENT, LLC

I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED AND THE RELATED SURVEY WORK WAS PERFORMED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL LAND SURVEYOR UNDER THE LAWS OF THE STATE OF IOWA.

RANDALL L. RATTENBORG P.L.S. LIC. #17939
MY LICENSE RENEWAL DATE IS DECEMBER 31, 2025

[Signature] 1/12/2025
DATE
BURRINGTON GROUP, INC.
Civil Engineering | Land Surveying
105 W. Main Street Manchester, Iowa 52057 burringtongroup.com

PROJECT NO. 22-156

SCALE: 1" = 200'

DATE: 1/12/2025

DRAWN BY: RLR

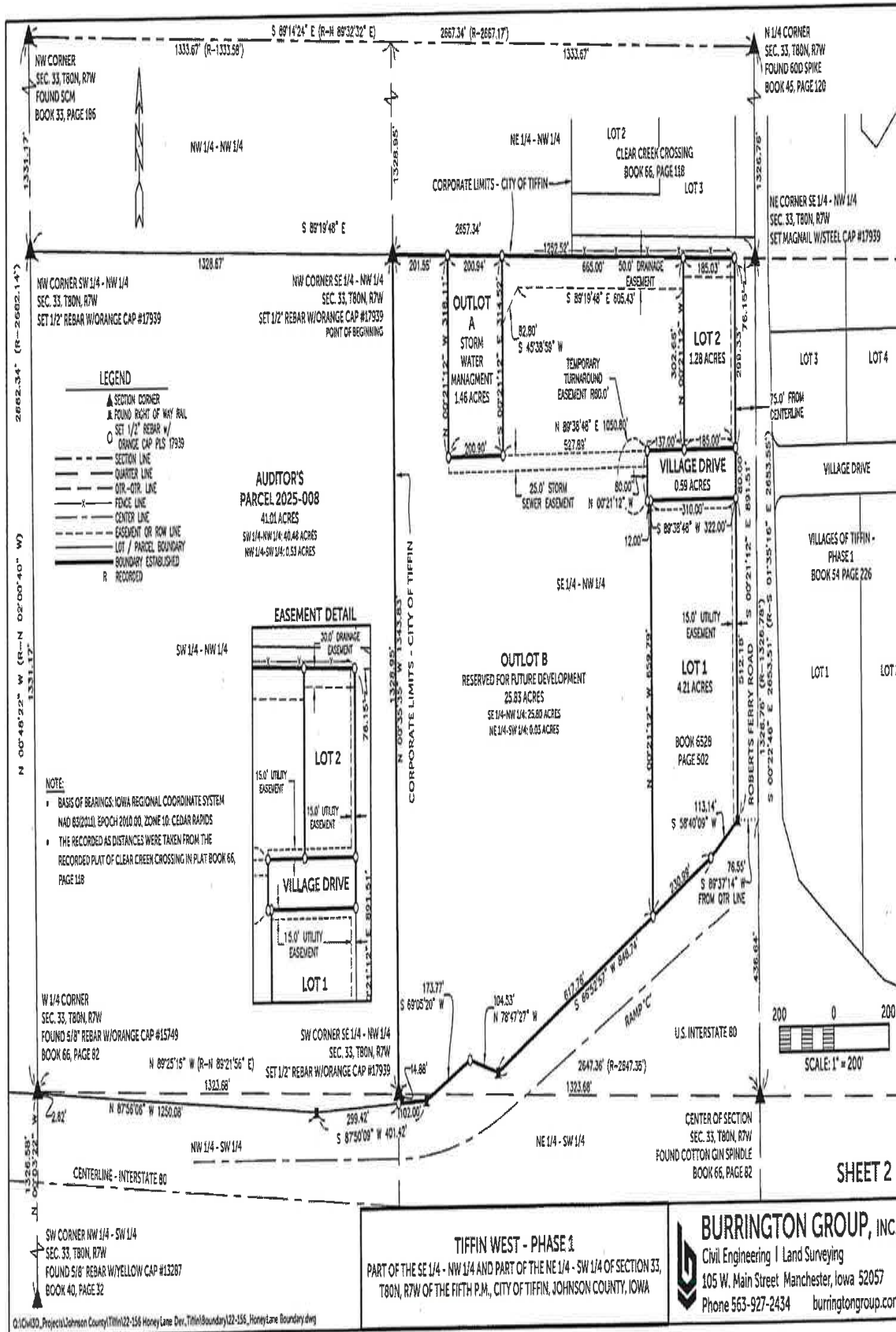
CHECKED BY: JAW/DDK

GPS BOX: TIFFIN

SHEET 1 OF 2

Plat recorded in Book 68, Page 243.
Page 1 of 2.

HAWKEYE TITLE SERVICES, L.C.



Plat recorded in Book 68, Page 243.
Page 2 of 2.

HAWKEYE TITLE SERVICES, L.C.

RESOLUTION NO. 2025-063

A RESOLUTION APPROVING A TRANSPORTATION AGREEMENT BETWEEN THE CITY OF TIFFIN AND JOHNSON COUNTY AMBULANCE SERVICE

WHEREAS, the City of Tiffin recognizes the importance of providing timely and professional emergency medical transportation services to its residents; and,

WHEREAS, Johnson County Ambulance Service (JCAS) has the capacity and expertise to provide such services within the jurisdiction of the City of Tiffin; and,

WHEREAS, the City of Tiffin and JCAS have negotiated the terms of a transportation agreement to ensure the provision of ambulance services;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Tiffin, Iowa:

1. That the City of Tiffin hereby approves the attached Transportation Agreement with Johnson County Ambulance Service.
2. That the Fire Marshal is authorized to execute said agreement on behalf of the City.
3. That this resolution shall take effect immediately upon its passage and approval.

On the 3rd day of June, 2025, at a regular meeting of the Tiffin City Council, Tiffin, Iowa, Councilperson _____ introduced **RESOLUTION NO. 2025-063, A RESOLUTION APPROVING A TRANSPORTATION AGREEMENT BETWEEN THE CITY OF TIFFIN AND JOHNSON COUNTY AMBULANCE SERVICE** and made a motion for approval. Motion seconded by Councilperson _____.

Ayes:

Nays:

Absent:

Whereupon _____ Council members were present and voted approval and Mayor Kasperek declared that **RESOLUTION NO. 2025-063, A RESOLUTION APPROVING A TRANSPORTATION AGREEMENT BETWEEN THE CITY OF TIFFIN AND JOHNSON COUNTY AMBULANCE SERVICE** to be adopted and signified his approval of the same by affixing his signature thereto.

Passed by the City Council on the 3rd day of June, 2025.

City of Tiffin

Tim Kasperek, Mayor

ATTEST: _____
Abigail Hora, City Clerk

Transportation Agreement

SECTION 1: PARTIES TO THIS AGREEMENT

The agencies listed below have entered into this agreement to ensure all components of the EMS system are efficiently and effectively utilized by ensuring simultaneous dispatch with an authorized transport service program for all 911 emergency medical calls.

NONTRANSPORT SERVICE PROGRAM				
Service Name	City	Representative Name	Signature	Date
Tiffin Fire Department	Tiffin, IA			
TRANSPORT SERVICE PROGRAM				
Service Name	City	Representative Name	Signature	Date
Johnson County Ambulance Service	Iowa City, IA	Fiona Johnson	<i>Fiona Johnson</i>	5/30/2025
PSAP/DISPATCH COMMUNICATION CENTER				
Name	City	Representative Name	Signature	Date
Joint Emergency Communications Center	Iowa City, IA	Joe McCarville		

SECTION 2: PURPOSE OF THIS AGREEMENT

A transport agreement is a written agreement executed between two or more service programs and filed with the department that ensures response and transportation for initial 911 or emergency calls 24 hours per day, seven days per week.

This agreement will allow participating EMS service programs to ensure patient transportation is available, defines the responsibilities of each participating agency and provides risk management.

IOWA EMS SERVICE PROGRAM REQUIREMENTS:

Nontransport Service Program – Iowa Administrative Rule requires nontransport service programs maintain an executed transport agreement ensuring simultaneous dispatch with an authorized transport service program for all 911 or emergency calls.

Transport Service / full authorization - staffed at a minimum of the EMT level or the level of care which will be provided by the service program or through a transport agreement for initial 911 or emergency calls 24 hours per day, seven days per week.

The agencies have entered into this agreement to bring about these requirements.

SECTION 3: DISPATCH POLICY

PSAP/Dispatch Communications Center - The communications center agrees to simultaneously dispatch the transport service program with the nontransport service program for 911 or emergency calls.

Transportation Agreement

SECTION 4: DUTIES AND RESPONSIBILITIES

Compensation/Reimbursement – NA

Liability - Each agency listed in the agreement shall have liability insurance coverage for the service program and emergency medical care provider staff and bear the liability and cost of damage to its personnel, vehicles, and equipment. Each party to the agreement shall be responsible for defending claims made against it or its staff arising from participation in this agreement.

Insurance - Each agency listed in the agreement shall procure and maintain such insurance as is required by applicable federal and state law and as may be appropriate and reasonable to cover its staff, equipment, vehicles, and property, including but not limited to liability insurance, workers compensation, unemployment insurance, automobile liability, and property damage.

Status and Responsibilities of Parties - Nothing in this agreement shall be construed as creating or constituting the relationship of partnership or joint venture between the participating agencies hereto. Each agency shall be deemed to be an independent contractor. No agency, unless otherwise specifically provided for herein, has the authority to enter into any contract or create an obligation or liability on behalf of, in the name of, or bidding upon another to this agreement.

Each of the agencies shall be responsible for ensuring that all persons acting on behalf of the party are properly licensed, certified, or accredited as required by applicable federal and state law.

Each of the agencies to the agreement shall be responsible for withholding taxes, social security, unemployment, worker's compensation, and other taxes for its employees and shall hold all other parties harmless for the same.

Termination - Any agency listed in this agreement may terminate the agreement by providing thirty days written notice by certified mail to the other parties.

Duration of Agreement - The agreement shall be in effect upon signature of the service programs and communications center. The agreement shall be in effect from the date of execution unless terminated earlier in accordance with the termination section of this agreement.



Tiffin, IA

Expense Approval Report

By Fund

Payable Dates 6/3/2025 - 6/3/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 001 - General Fund					
MSA PROFESSIONAL SERVICES	016148	06/03/2025	GENERAL ENGINEERING	001-575-6407	1,703.75
MSA PROFESSIONAL SERVICES	016148	06/03/2025	GENERAL ENGINEERING	001-580-6407	737.50
MSA PROFESSIONAL SERVICES	016148	06/03/2025	GENERAL ENGINEERING	001-580-6407	1,042.74
MSA PROFESSIONAL SERVICES	016148	06/03/2025	GENERAL ENGINEERING	001-586-6407	510.00
MSA PROFESSIONAL SERVICES	016148	06/03/2025	GENERAL ENGINEERING	001-597-6407	4,993.44
MSA PROFESSIONAL SERVICES	016148	06/03/2025	GENERAL ENGINEERING	001-610-6407	1,540.00
MSA PROFESSIONAL SERVICES	016148	06/03/2025	GENERAL ENGINEERING	001-610-6407	100.00
MSA PROFESSIONAL SERVICES	016148	06/03/2025	GENERAL ENGINEERING	001-610-6407	100.00
MSA PROFESSIONAL SERVICES	016148	06/03/2025	GENERAL ENGINEERING	001-610-6407	106.25
MSA PROFESSIONAL SERVICES	016148	06/03/2025	GENERAL ENGINEERING	001-610-6407	233.75
MSA PROFESSIONAL SERVICES	016148	06/03/2025	GENERAL ENGINEERING	001-610-6407	250.00
MSA PROFESSIONAL SERVICES	016148	06/03/2025	GENERAL ENGINEERING	001-610-6407	400.00
MSA PROFESSIONAL SERVICES	016148	06/03/2025	GENERAL ENGINEERING	001-610-6407	700.00
MSA PROFESSIONAL SERVICES	016148	06/03/2025	GENERAL ENGINEERING	001-610-6407	913.75
MSA PROFESSIONAL SERVICES	016148	06/03/2025	GENERAL ENGINEERING	001-610-6407	1,055.00
MSA PROFESSIONAL SERVICES	016148	06/03/2025	GENERAL ENGINEERING	001-610-6407	1,827.50
MSA PROFESSIONAL SERVICES	016148	06/03/2025	GENERAL ENGINEERING	001-610-6407	39.06
NEWSTRIPE INC	0172251-IN	06/03/2025	PUMP ASSEMBLY	001-430-6332	875.00
ALLISON PETTINGER	06032025	06/03/2025	TUITION REIMBURSEMENT	001-151-6234	1,050.00
JEREMY HOLMES	06032025	06/03/2025	PAVILION RENTAL REIMBURSEMENT	001-430-6498	10.00
HEIMAN FIRE EQUIPMENT	0942578-IN	06/03/2025	BUNKER GEAR	001-150-6179	7,609.85
ELECTRIC MOTORS OF IOWA C	104755	06/03/2025	FAN MOTOR	001-430-6310	105.57
HANCOCK WOOD WORKS	2089	06/03/2025	PLAQUES	001-151-6299	1,375.00
CEDAR VALLEY HUMANE SOCI	2617	06/03/2025	STRAY ANIMAL BOARDING	001-190-6413	130.00
AERO RENTAL	351859	06/03/2025	LIFT RENTAL	001-430-6320	654.38
JOHN DEERE FINANCIAL	5030886	06/03/2025	TOOLS, SUPPLIES, UNIFORMS, OIL	001-430-6332	29.99
JOHN DEERE FINANCIAL	5030886	06/03/2025	TOOLS, SUPPLIES, UNIFORMS, OIL	001-430-6504	19.90
JOHN DEERE FINANCIAL	5030886	06/03/2025	TOOLS, SUPPLIES, UNIFORMS, OIL	001-430-6507	37.99
JOHN DEERE FINANCIAL	5030886	06/03/2025	TOOLS, SUPPLIES, UNIFORMS, OIL	001-430-6507	69.98
US FOODS, INC IOWA	5603340	06/03/2025	CONCESSIONS SUPPLIES	001-431-6597	246.04
AMERICAN OUTDOOR SERVIC	5717	06/03/2025	CONCRETE WORK	001-210-6515	9,618.00
US FOODS, INC IOWA	5787331	06/03/2025	CONCESSIONS SUPPLIES	001-431-6597	1,298.96
IOWA INTERSTATE RAILROAD,	733719	06/03/2025	SIGNAL MAINTENANCE - MEHMEN AVE	001-210-6417	798.01
THE GAZETTE	IN148020	06/03/2025	PRINTING/PUBLISHING PUBLIC HEARING	001-640-6414	38.16
THE GAZETTE	IN148051	06/03/2025	PRINTING/PUBLISHING PUBLIC NOTICE	001-640-6414	353.14
MACQUEEN EQUIPMENT	P49205	06/03/2025	NOZZLE REPLACEMENT	001-150-6504	86.07
PSC DISTRIBUTION	S1891337.001	06/03/2025	CONCESSIONS REPAIR	001-430-6320	381.37
FELD FIRE	SO8659	06/03/2025	RESCUE GEAR	001-150-6180	2,505.00
Fund 001 - General Fund Total:					43,545.15
Fund: 110 - Road Use Tax					
LL PELLING	132202	06/03/2025	HOTMIX	110-210-6417	1,338.88
RIVER PRODUCTS	147492	06/03/2025	ROADSTONE	110-210-6417	6,478.69
IOWA PRISON INDUSTRIES	302042	06/03/2025	POSTS & STREET SIGNS	110-210-6509	101.40
TRI-CITY ELECTRIC COMPANY	333769	06/03/2025	KEY CARD REPAIRS - BUILDIN	110-210-6310	440.00
JOHN DEERE FINANCIAL	5030886	06/03/2025	TOOLS, SUPPLIES, UNIFORMS, OIL	110-210-6332	7.49

Expense Approval Report

Payable Dates: 6/3/2025 - 6/3/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
JOHN DEERE FINANCIAL	5030886	06/03/2025	TOOLS, SUPPLIES, UNIFORMS, OIL	110-210-6350	8.49
JOHN DEERE FINANCIAL	5030886	06/03/2025	TOOLS, SUPPLIES, UNIFORMS, OIL	110-210-6504	3.98
JOHN DEERE FINANCIAL	5030886	06/03/2025	TOOLS, SUPPLIES, UNIFORMS, OIL	110-210-6504	3.99
JOHN DEERE FINANCIAL	5030886	06/03/2025	TOOLS, SUPPLIES, UNIFORMS, OIL	110-210-6507	84.07
JOHN DEERE FINANCIAL	5030886	06/03/2025	TOOLS, SUPPLIES, UNIFORMS, OIL	110-210-6507	13.34
Fund 110 - Road Use Tax Total:					8,480.33
Fund: 112 - Employee Benefit					
TASC CLIENT SERVICES	IN3453157	06/03/2025	GROUP INSURANCE	112-210-6150	100.13
TASC CLIENT SERVICES	IN3453157	06/03/2025	GROUP INSURANCE	112-430-6150	100.13
TASC CLIENT SERVICES	IN3453157	06/03/2025	GROUP INSURANCE	112-620-6150	100.12
Fund 112 - Employee Benefit Total:					300.38
Fund: 307 - Park Road Paving					
MSA PROFESSIONAL SERVICES	016257	06/03/2025	N PARK RD PROJECT	307-210-6407	29,558.35
BOOMERANG CORP.	PAY REQUEST 3	06/03/2025	NORTH PARK ROAD WIDENIN	307-210-6499	28,320.12
Fund 307 - Park Road Paving Total:					57,878.47
Fund: 309 - US HWY 6 RECONSTRUCTION					
MSA PROFESSIONAL SERVICES	016344	06/03/2025	HWY 6 RECONSTRUCTION	309-210-6407	30,140.25
Fund 309 - US HWY 6 RECONSTRUCTION Total:					30,140.25
Fund: 330 - Tiffin Firetruck					
HEIMAN FIRE EQUIPMENT	0942699-IN	06/03/2025	EQUIPMENT	330-150-6499	1,955.38
HEIMAN FIRE EQUIPMENT	0942819-IN	06/03/2025	EQUIPMENT	330-150-6499	534.07
FELD FIRE	INV10042	06/03/2025	HYDRANT VALVE, ELEVATOR KEY SET	330-150-6499	1,437.00
MACQUEEN EQUIPMENT	P48718	06/03/2025	Equipment for new firetruck	330-150-6499	9,563.80
Fund 330 - Tiffin Firetruck Total:					13,490.25
Fund: 335 - Forevergreen Rd Pjt					
MSA PROFESSIONAL SERVICES	016148	06/03/2025	GENERAL ENGINEERING	335-210-6407	365.00
Fund 335 - Forevergreen Rd Pjt Total:					365.00
Fund: 340 - Recreation Center					
MSA PROFESSIONAL SERVICES	016148	06/03/2025	GENERAL ENGINEERING	340-430-6407	935.00
MSA PROFESSIONAL SERVICES	016148	06/03/2025	GENERAL ENGINEERING	340-430-6407	841.25
MIRON CONSTRUCTION CO, I	250120-0001	06/03/2025	PAY APPLICATION 1	340-430-6499	132,429.40
Fund 340 - Recreation Center Total:					134,205.65
Fund: 345 - JOINT PUBLIC SAFETY BUILDING					
MSA PROFESSIONAL SERVICES	016148	06/03/2025	GENERAL ENGINEERING	345-150-6407	450.00
Fund 345 - JOINT PUBLIC SAFETY BUILDING Total:					450.00
Fund: 600 - Water					
MSA PROFESSIONAL SERVICES	016148	06/03/2025	GENERAL ENGINEERING	600-810-6350	95.63
MSA PROFESSIONAL SERVICES	016148	06/03/2025	GENERAL ENGINEERING	600-810-6350	100.00
MEDIACOM	06032025	06/03/2025	INTERNET FOR WWTP	600-810-6373	13.35
SCHIMBERG CO	10059456-00	06/03/2025	HYDRANT EXTENSIONS	600-810-6350	2,031.08
CHEM-SULT INC	15378	06/03/2025	CHEMICALS	600-810-6501	2,185.00
CHEM-SULT INC	15401	06/03/2025	CHEMICALS	600-810-6501	772.75
CARGILL INC	2911033213	06/03/2025	SALT FOR WATER PLANT	600-810-6501	6,046.94
STEVE'S ELECTRIC	3145	06/03/2025	Variable Freq. Drive for HSP	600-810-6350	4,411.76
JOHN DEERE FINANCIAL	5030886	06/03/2025	TOOLS, SUPPLIES, UNIFORMS, OIL	600-810-6181	39.98
JOHN DEERE FINANCIAL	5030886	06/03/2025	TOOLS, SUPPLIES, UNIFORMS, OIL	600-810-6181	199.99
JOHN DEERE FINANCIAL	5030886	06/03/2025	TOOLS, SUPPLIES, UNIFORMS, OIL	600-810-6504	9.95
TASC CLIENT SERVICES	IN3453157	06/03/2025	GROUP INSURANCE	600-810-6150	100.13
USA BLUE BOOK	INV00714833	06/03/2025	WATER/SEWER TESTING SUPPLIES	600-810-6507	108.56

Expense Approval Report

Payable Dates: 6/3/2025 - 6/3/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
CORE & MAIN	W898425	06/03/2025	HYD EXT & VALVE BOX RISERS	600-810-6780	2,762.06
Fund 600 - Water Total:					18,877.18
Fund: 610 - Sewer					
MSA PROFESSIONAL SERVICES	016148	06/03/2025	GENERAL ENGINEERING	610-815-6350	100.00
MSA PROFESSIONAL SERVICES	016148	06/03/2025	GENERAL ENGINEERING	610-815-6350	95.62
MEDIACOM	06032025	06/03/2025	INTERNET FOR WWTP	610-815-6371	13.35
HELMUTH REPAIR, INC	112322	06/03/2025	PRESSURE WASHER REPAIRS	610-815-6490	602.78
INSITE INSTRUMENT GROUP	254815	06/03/2025	DISSOLVED OXYGEN PROBES	610-815-6350	3,172.00
JOHN DEERE FINANCIAL	5030886	06/03/2025	TOOLS, SUPPLIES, UNIFORMS, OIL	610-815-6504	11.28
JOHN DEERE FINANCIAL	5030886	06/03/2025	TOOLS, SUPPLIES, UNIFORMS, OIL	610-815-6507	79.96
JOHN DEERE FINANCIAL	5030886	06/03/2025	TOOLS, SUPPLIES, UNIFORMS, OIL	610-815-6507	12.15
TASC CLIENT SERVICES	IN3453157	06/03/2025	GROUP INSURANCE	610-815-6150	100.13
USA BLUE BOOK	INV00714833	06/03/2025	WATER/SEWER TESTING SUPPLIES	610-815-6507	108.55
Fund 610 - Sewer Total:					4,295.82
Fund: 740 - Storm Water					
JOHN DEERE FINANCIAL	5030886	06/03/2025	TOOLS, SUPPLIES, UNIFORMS, OIL	740-865-6399	5.99
Fund 740 - Storm Water Total:					5.99
Grand Total:					312,034.47

Report Summary

Fund Summary

Fund	Payment Amount
001 - General Fund	43,545.15
110 - Road Use Tax	8,480.33
112 - Employee Benefit	300.38
307 - Park Road Paving	57,878.47
309 - US HWY 6 RECONSTRUCTION	30,140.25
330 - Tiffin Firetruck	13,490.25
335 - Forevergreen Rd Pjt	365.00
340 - Recreation Center	134,205.65
345 - JOINT PUBLIC SAFETY BUILDING	450.00
600 - Water	18,877.18
610 - Sewer	4,295.82
740 - Storm Water	5.99
Grand Total:	312,034.47

Account Summary

Account Number	Account Name	Payment Amount
001-150-6179	BUNKER GEAR/PPE - FIR	7,609.85
001-150-6180	WILDLAND PPE - FIRE	2,505.00
001-150-6504	MINOR EQUIPMENT - FI	86.07
001-151-6234	TUITION COST	1,050.00
001-151-6299	LENGTH OF SERVICE AW	1,375.00
001-190-6413	ANIMAL CONTROL-CON	130.00
001-210-6417	RAILROAD CROSSING M	798.01
001-210-6515	ROAD MAINT & REPAIR	9,618.00
001-430-6310	BUILDING REPAIR/MAIN	105.57
001-430-6320	GROUPS REPAIR/MAIN	1,035.75
001-430-6332	VEHICLE REPAIRS - PARK	904.99
001-430-6498	REFUNDS -SHELTER REN	10.00
001-430-6504	MINOR EQUIPMENT - PA	19.90
001-430-6507	OPERATING SUPPLIES - P	107.97
001-431-6597	CONCESSIONS SUPPLIES	1,545.00
001-575-6407	ENGINEERING - HOMEM	1,703.75
001-580-6407	ENGINEERING - TIFFIN	1,780.24
001-586-6407	ENGINEERING - 80/380-	510.00
001-597-6407	ENGINEERING-TIFFIN HE	4,993.44
001-610-6407	ENGINEERING - ADMIN/	7,265.31
001-640-6414	PRINTING/PUBLISHING	391.30
110-210-6310	BUILDING REPAIR/MAIN	440.00
110-210-6332	VEHICLE REPAIRS - RUT S	7.49
110-210-6350	OPER EQUIP REPAIR - RU	8.49
110-210-6417	STREET MAINTENANCE -	7,817.57
110-210-6504	MINOR EQUIPMENT - R	7.97
110-210-6507	OPERATING SUPPLIES -R	97.41
110-210-6509	POSTS/SIGNS - RUT STRE	101.40
112-210-6150	GROUP INSURANCE - ST	100.13
112-430-6150	GROUP INSURANCE - PA	100.13
112-620-6150	GROUP INSURANCE - CL	100.12
307-210-6407	ENGINEERING- NORTH P	29,558.35
307-210-6499	CONTRACTUAL - NORTH	28,320.12
309-210-6407	ENGINEERING - US HWY	30,140.25
330-150-6499	CONTRACTUAL- FIRETRU	13,490.25
335-210-6407	ENGINEERING- FOREVER	365.00
340-430-6407	ENGINEERING- RECREATI	1,776.25
340-430-6499	CONTRACTUAL - RECRE	132,429.40
345-150-6407	JOINT PS BUILDING - EN	450.00
600-810-6150	GROUP INSURANCE - W	100.13
600-810-6181	UNIFORM ALLOWANCE -	239.97

Account Summary

Account Number	Account Name	Payment Amount
600-810-6350	OPERATIONAL EQUIP RE	6,638.47
600-810-6373	TELEPHONE/COMM-WA	13.35
600-810-6501	CHEMICALS	9,004.69
600-810-6504	MINOR EQUIPMENT	9.95
600-810-6507	OPERATING SUPPLIES	108.56
600-810-6780	WATER METERS	2,762.06
610-815-6150	GROUP INSURANCE - SE	100.13
610-815-6350	OPERATIONAL EQUIP RE	3,367.62
610-815-6371	UTILITIES - SEWER	13.35
610-815-6490	OTHER PROFESSIONAL S	602.78
610-815-6504	MINOR EQUIPMENT	11.28
610-815-6507	OPERATING SUPPLIES	200.66
740-865-6399	STORM WATER OTHER	5.99
Grand Total:		312,034.47

Project Account Summary

Project Account Key	Payment Amount
None	312,034.47
Grand Total:	312,034.47

AGREEMENT FOR SALE OF GOODS

THIS AGREEMENT entered into by and between the **City of Coralville, Iowa** (hereinafter "Owner"); and **City of Tiffin, Iowa** (hereafter "Purchaser"), for the sale of suitable fill dirt.

WHEREAS, the Owner is in possession of suitable fill dirt for the Purchaser to purchase for the purposes of project fill dirt, and,

WHEREAS, the Owner has verified that there are 55,000 cubic yards of suitable fill dirt for a sales transaction with the Purchaser, and,

WHEREAS, Purchaser agreed to purchase 55,000 cubic yards of suitable fill dirt at the cost of \$1 per cubic yard for a total of \$55,000 under the terms and conditions below.

IT IS AGREED AS FOLLOWS:

I. COMPENSATION FOR SALE OF GOODS

1. Contract amount/Warranty. The PURCHASER shall compensate the OWNER the amount of not-to-exceed \$55,000 for supplying 55,000 cubic yards suitable fill dirt currently stored on Westcor Drive, parcel number 0635203003. Suitability verification of the material is the responsibility of the PURCHASER; report from Terracon provided as Exhibit A attached. PURCHASER agrees that the OWNER makes no warranty about the suitability of the fill dirt.
2. Hauling and Progress Tracking: The PURCHASER is responsible for all loading and hauling operations and fees associated with operations. The PURCHASER shall be responsible for submitting load tickets to the Director of Parks and Recreation on a weekly basis while undergoing hauling operation.
3. Site Conditions: OWNER will ensure suitable pathway through site for access to fill dirt. On a daily basis, PURCHASER hauling operations will ensure pathway continues to stay clear and excess dirt is pushed back into the piles. Hauler will work from interior pathway if storage area and not disturb the outer erosion control measures and seeding on outside slopes of the storage site unless a discussion is had with Director of Parks and Recreation about access.
4. Road Conditions: OWNER will be responsible for sweeping any tracking of dirt onto Westcor Drive on a daily basis to keep in compliance with stormwater regulations.

5. **Invoicing and Payment:** One invoice will be submitted to the PURCHASER by OWNER once informed hauling has concluded and tickets have been submitted up to 55,000 cubic yards maximum. Payment due in forty-five (45) days.

II. **GENERAL CONDITIONS**

- A. **Time of Completion:** The PURCHASER shall complete the hauling and removal of up to 55,000 cubic yards of suitable fill dirt by Friday, July 18, 2025. PURCHASER does hereby acknowledge and agrees that TIME IS OF THE ESSENCE of this agreement and thus, failure by the PURCHASER to timely render and perform said Work in accordance with the approved schedule shall constitute a material breach of this Agreement.
- B. **Assignment Prohibited:** This Agreement shall not be assigned or in any manner transferred by the PURCHASER without the express written consent of the OWNER.
- C. **Independent Contractor/SubContractors:** It is hereby expressly acknowledged and agreed by the PURCHASER and OWNER that the engagement of the PURCHASER in connection with the loading and delivery of fill soil shall be separate as an independent contractor and shall not be at the services of the OWNER. The PURCHASER may retain the services of subcontractors for the purposes of performing its obligations and responsibilities under this Agreement provided that the PURCHASER has provided a list of subcontractors to the OWNER, and further provided that, should the PURCHASER so engage subcontractors under the terms of this paragraph, that the PURCHASER shall be solely responsible for compensating any such subcontractors.
- D. **Indemnification:** The PURCHASER agrees to fully indemnify, defend, save and hold the OWNER, its officers, representatives, agents, contractors, subcontractors and employees harmless from any and all liability to third parties (including the reimbursement of reasonable legal fees and costs) arising directly or indirectly from the act, error or omission of the PURCHASER, its officers, representatives, agents, contractors, subcontractors or employees in connection with this contract.
- E. **Governing Law:** This Agreement is to be governed by the laws of the State of Iowa. The parties to this Agreement hereto agree that any action, suit or proceeding based upon any matter, claim or controversy arising under this Agreement shall be brought solely in the state courts located in Johnson County, Iowa or the federal courts located in Linn County, Iowa. The parties hereto irrevocably waive objection to the venue of the above-mentioned courts, including any claim that such action, suit or proceeding has been brought in an inconvenient forum. All parties hereto expressly acknowledge and agree that nothing contained in this Agreement shall be construed to require the parties to submit to mandatory arbitration or mediation in the event of a breach or dispute hereunder.
- F. **Headings:** The headings of section of this Agreement are for convenient reference only and shall not be deemed to limit, construe, affect, modify or alter the meaning of such sections.

G. **Survival:** All express representations, indemnifications, or limitations of liability made in or given in this Agreement shall survive the completion of the services to be rendered by the PURCHASER hereunder or the termination of this Agreement for any reason.

H. **Final Agreement:** The OWNER and PURCHASER hereby expressly agree that this Rider, along with the Agreement and any attachments thereto, constitute the entire agreement and understanding among the parties in connection with the Project, and that there are no other considerations or monies have been solicited. No waiver, change, modification or amendment of this Agreement shall be binding upon any party hereto unless in writing and signed by all parties.

Dated this 27th ____ day of ____ May _____, 2025.

OWNER:

PURCHASER:

City of Tiffin

Meghann Foster, Mayor

Tim Kasperek, Mayor

Print name and title

ATTEST:

Thorsten J. Johnson, City Clerk



City of Tiffin

Special Events Permit Application

APPLICATIONS MUST BE SUBMITTED 30 DAYS PRIOR TO EVENT

EVENT INFORMATION:

Event Name: _____

Date of Event: _____

Description of Event: _____

Time of Event: _____

Location of Event: _____

Size of Event: (Attendees) _____

CONTACT INFORMATION:

Event Contact Name: _____

Contact Phone: _____

Contact Email: _____

Event ON SITE Contact Name: _____

Contact Phone: _____

Contact Email: _____

LOGISTICS: Please provide maps

Parking & Traffic Plan: _____

Plan for Police Protection: (if needed) _____

Plan for Restroom Facilities & Locations: _____

Plan for Setup/Take down: _____

Temporary Sign Request: (if needed) _____

Tents (size, type and purpose of each tent): _____

FOOD VENDORS (Required to have active Mobile Food License Permit with City of Tiffin)

VENDORS (NON-FOOD, RIDES)

ADDITIONAL LICENSING:

Proof of Insurance (Please attach): _____

Alcoholic Beverage License, Name License will be under (Please attach): _____

I certify that I am the person authorized to act on behalf of the event to request this permit and understand and agree to pay on behalf of the City all sums which the City shall be obligated to pay by reason of any liability imposed upon the City for damages of any kind resulting from use of public property and the public right of way, whether sustained by any person or persons, caused by accident or otherwise and shall defend as its own expense and on behalf of the City any claim against the City arising out of the use of public property and the public right of way and agree to follow all other ordinances that shall pertain including Ordinance 2006-277, City of Tiffin, Iowa. I understand that I will not erect any temporary signage for the event prior to City Approval of signage.

Signature

Date

For City Use:

Authorized City Signature: _____ Date: _____

Copy to Applicant: _____ Johnson Co. Sheriff Notified: _____ Public Works Notified: _____ Tiffin Fire Notified: _____



City of Tiffin

Special Events Permit Application

APPLICATIONS MUST BE SUBMITTED 30 DAYS PRIOR TO EVENT

EVENT INFORMATION:

Event Name: _____

Date of Event: _____

Description of Event: _____

Time of Event: _____

Location of Event: _____

Size of Event: (Attendees) _____

CONTACT INFORMATION:

Event Contact Name: _____

Contact Phone: _____

Contact Email: _____

Event ON SITE Contact Name: _____

Contact Phone: _____

Contact Email: _____

LOGISTICS: Please provide maps

Parking & Traffic Plan: _____

Plan for Police Protection: (if needed) _____

Plan for Restroom Facilities & Locations: _____

Plan for Setup/Take down: _____

Temporary Sign Request: (if needed) _____

Tents (size, type and purpose of each tent): _____

FOOD VENDORS (Required to have active Mobile Food License Permit with City of Tiffin)

VENDORS (NON-FOOD, RIDES)

ADDITIONAL LICENSING:

Proof of Insurance (Please attach): _____

Alcoholic Beverage License, Name License will be under (Please attach): _____

I certify that I am the person authorized to act on behalf of the event to request this permit and understand and agree to pay on behalf of the City all sums which the City shall be obligated to pay by reason of any liability imposed upon the City for damages of any kind resulting from use of public property and the public right of way, whether sustained by any person or persons, caused by accident or otherwise and shall defend as its own expense and on behalf of the City any claim against the City arising out of the use of public property and the public right of way and agree to follow all other ordinances that shall pertain including Ordinance 2006-277, City of Tiffin, Iowa. I understand that I will not erect any temporary signage for the event prior to City Approval of signage.

Signature

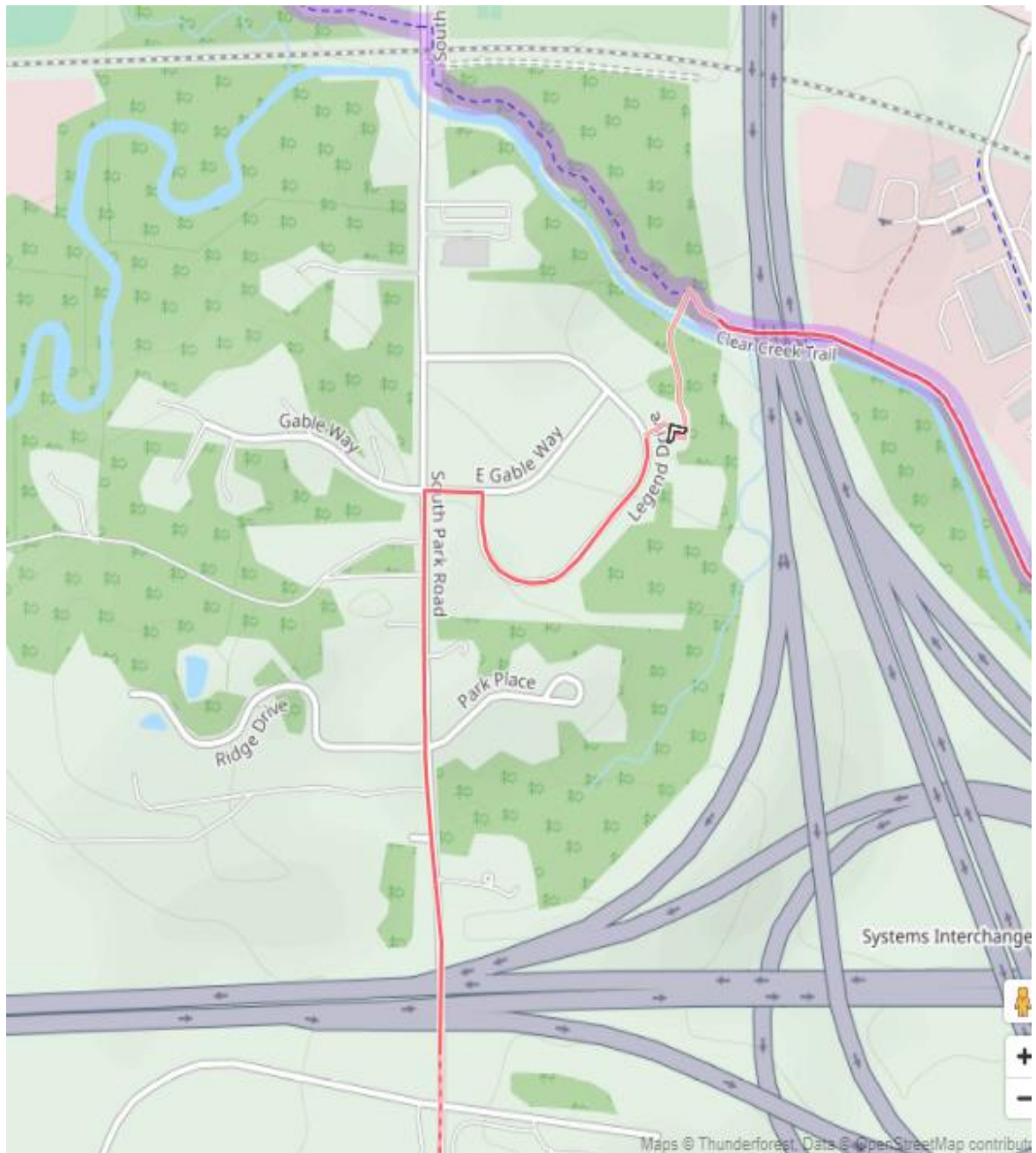
Date

For City Use:

Authorized City Signature: _____ Date: _____

Copy to Applicant: _____ Johnson Co. Sheriff Notified: _____ Public Works Notified: _____ Tiffin Fire Notified: _____

Core4 route through Tiffin- 2025





City of Tiffin - Iowa
Detailed Payment
52-7662-615

Description	STP-U-7662(615)--70-52, Letting Date- December 17, 2024
Payment Number	3
Pay Period	05/01/2025 to 05/24/2025
Prime Contractor	Boomerang Corp. 13225 Circle Dr Suite A, Anamosa, IA 52205 Anamosa, IA, IA 52205
Payment Status	Pending
Awarded Project Amount	\$5,458,891.91
Authorized Amount	\$5,466,886.16

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
Section: 0001 - STP-U-7662(615)--70-52, ROADWAY ITEMS										
0010	2101-0850001	ACRE	\$12,000.000	1.235	0.000	1.120	1.120	1.120	\$0.00	\$13,440.00
CLEARING AND GRUBBING										
0020	2102-2625001	CY	\$15.000	13,760.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
EMBANKMENT-IN-PLACE, CONTRACTOR FURNISHED										

Stockpile	Fund Package	Current Advancements	Advancements To Date	Current Recoveries	Recoveries To Date
FIRE HYDRANT ASSEMBLY, WM-201					
		Totals:	\$0.00	\$186,632.44	\$0.00
				\$79,139.21	

Summary

Current Approved Work:	\$29,196.00	Approved Work To Date:	\$485,060.70
Current Stockpile Advancement:	\$0.00	Stockpile Advancement To Date:	\$186,632.44
Current Stockpile Recovery:	\$0.00	Stockpile Recovery To Date:	\$79,139.21
Current Retainage:	\$875.88	Retainage To Date:	\$17,776.62
Current Retainage Released:	\$0.00	Retainage Released To Date:	\$0.00
Current Liquidated Damages:	\$0.00	Liquidated Damages To Date:	\$0.00
Current Adjustment:	\$0.00	Adjustments To Date:	\$0.00
Current Payment:	\$28,320.12	Payments To Date:	\$574,777.31
Previous Payment:	\$373,517.05	Previous Payments To Date:	\$546,457.19

Funding Details

52-7662-615-CAT-1 ROADWAY ITEMS:	\$29,196.00	52-7662-615-CAT-1 ROADWAY ITEMS To Date:	\$312,596.70
52-7662-615-CAT-2 ROADWAY ITEMS - DIVISION 2:	\$0.00	52-7662-615-CAT-2 ROADWAY ITEMS - DIVISION 2 To Date:	\$172,464.00
52-7662-615-CAT-3 NON-PARTICIPATING:	\$0.00	52-7662-615-CAT-3 NON-PARTICIPATING To Date:	\$0.00
Current Payment:	\$29,196.00	Payments To Date:	\$485,060.70

APPLICATION AND CERTIFICATE FOR PAYMENT

Page: 1 of 4

TO OWNER: City of Tiffin

300 Railroad St
Tiffin, IA 52340
USA

PROJECT: City of Tiffin Community Recreation Center

105 S Park Road
Tiffin, IA 52340
USA

APPLICATION NO.: 1

Distribution to:

PERIOD TO: 05/31/2025

☐ OWNER

PROJECT NOS.: 250120

☐ ARCHITECT

INVOICE NO.: 250120-0001

☐ CONTRACTOR

CONTRACT DATE: 11/19/2024

☐
☐
☐FROM Miron Construction Co., Inc.
CONTRACTOR: PO Box 1372
Green Bay, WI 54305-1372ARCHITECT: Atura Architecture
912 North 13th Street
Clear Lake, IA 50428

CONTRACT FOR: City of Tiffin Community Recreation Center

APPLICATION AND CERTIFICATE FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation sheet is attached.

1. ORIGINAL CONTRACT SUM	\$	12,435,142.00
2. Net change by change orders	\$	0.00
3. CONTRACT SUM TO DATE (Line1 +/- 2)	\$	12,435,142.00
4. TOTAL COMPLETED & STORED TO DATE	\$	139,399.37

(Column G on G703)

5. RETAINAGE:

(Total retainage Column I of G703) \$ 6,969.97

6. TOTAL EARNED LESS RETAINAGE \$ 132,429.40

(Line 4 less Line 5 Total)

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT

(Line 6 from prior Certificate) \$ 0.00

8. CURRENT PAYMENT DUE \$ 132,429.40

9. BALANCE TO FINISH, INCLUDING RETAINAGE

(Line 3 less Line 6) \$ 12,302,712.60

CHANGE ORDER SUMMARY		ADDITIONS	DEDUCTIONS
Change Order approved in previous months by Owner		0.00	0.00
APPROVED THIS MONTH			
Number	Date Approved		
Current Total:		0.00	0.00
Net Change by Change Orders			0.00

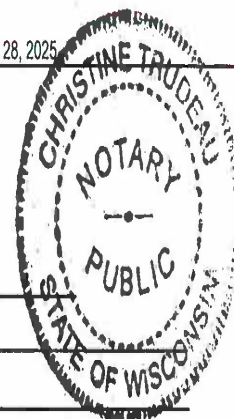
The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for payment were issued and payments received from the Owner, and that current payment shown herein is now due.

WARNING: DO NOT CHANGE ESTABLISHED PAYMENT INSTRUCTIONS FOR PAYMENTS TO MIRON CONSTRUCTION CO., INC. Miron Construction Co., Inc. does not change its bank routing or account numbers. Do not accept or rely upon emails or correspondence requesting changes to Miron Construction Co., Inc.'s established payment instructions. Any change to Miron Construction Co., Inc.'s payment instructions can only be made by a fully executed Change Order to the Agreement between Owner and Miron Construction Co., Inc..

Contractor: Miron Construction Co., Inc.

By: [Signature] Date: May 28, 2025State of: WisconsinCounty of: Winnebago

Subscribed and sworn to before

me this 28 day of May 2025Notary Public: [Signature]My Commission expires: 10/31/26

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of Work is in accordance with the Contract Documents, and the Contractor is entitled to the payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED.....\$ 132,429.40

(Attach explanation if amount certified differs from the amount applied for. Initial figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT: Atura Architecture

By: [Signature] Date: 5/30/2025

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Miron Construction Co., Inc.

CONTINUATION SHEET AIA DOCUMENT G703

Page: 2

AIA DOCUMENT G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.

In tabulation below, amounts are stated to the nearest cent.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NUMBER: 1

APPLICATION DATE: 05/28/2025

INVOICE NO.:

PERIOD TO: 05/31/2025

250120-0001

PROJECT NO: 250120

A	B	C			D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE			WORK COMPLETED (D+E)		MATERIAL PRESENTLY STORED	TOTAL COMPLETED AND STORED TO DATE	PER- %(G/C)	BALANCE TO FINISH	RETAINAGE
		ORIGINAL	CHANGE ORDERS	CURRENT	FROM PREVIOUS APPLICATION	THIS PERIOD					
005	General Conditions	503,136.00	0.00	503,136.00	0.00	15,723.00	0.00	15,723.00	3	487,413.00	786.15
010	General Requirements	206,878.00	0.00	206,878.00	0.00	0.00	0.00	0.00	0	206,878.00	0.00
015	Construction Manager Contingency	567,585.00	0.00	567,585.00	0.00	0.00	0.00	0.00	0	567,585.00	0.00
020	Construction Fee	500,822.00	0.00	500,822.00	0.00	118,676.37	0.00	118,676.37	24	382,145.63	5,933.82
025	Preconstruction Services	10,000.00	0.00	10,000.00	0.00	5,000.00	0.00	5,000.00	50	5,000.00	250.00
030	Railroad Insurance	5,050.00	0.00	5,050.00	0.00	0.00	0.00	0.00	0	5,050.00	0.00
035	Cast in Place Concrete	813,985.00	0.00	813,985.00	0.00	0.00	0.00	0.00	0	813,985.00	0.00
040	Masonry	344,553.00	0.00	344,553.00	0.00	0.00	0.00	0.00	0	344,553.00	0.00
045	Steel Fabrication and Erection	987,710.00	0.00	987,710.00	0.00	0.00	0.00	0.00	0	987,710.00	0.00
050	General Trades	327,150.00	0.00	327,150.00	0.00	0.00	0.00	0.00	0	327,150.00	0.00
055	Rolling Doors and Shutters	6,890.00	0.00	6,890.00	0.00	0.00	0.00	0.00	0	6,890.00	0.00
060	Alum Windows, Entrances, Glass/Glazing	611,932.00	0.00	611,932.00	0.00	0.00	0.00	0.00	0	611,932.00	0.00
065	Gypsum Board Systems	320,909.00	0.00	320,909.00	0.00	0.00	0.00	0.00	0	320,909.00	0.00
070	Tile	13,129.00	0.00	13,129.00	0.00	0.00	0.00	0.00	0	13,129.00	0.00
075	Suspended Acoustical Ceiling and Panels	117,427.00	0.00	117,427.00	0.00	0.00	0.00	0.00	0	117,427.00	0.00
080	Resilient Athletic Flooring	269,255.00	0.00	269,255.00	0.00	0.00	0.00	0.00	0	269,255.00	0.00
085	Wood Athletic Flooring	240,000.00	0.00	240,000.00	0.00	0.00	0.00	0.00	0	240,000.00	0.00
090	Resilient Flooring, Base and Carpet	67,829.00	0.00	67,829.00	0.00	0.00	0.00	0.00	0	67,829.00	0.00
095	Painting and Wall Covering	161,504.00	0.00	161,504.00	0.00	0.00	0.00	0.00	0	161,504.00	0.00
100	Building Signage	80,097.00	0.00	80,097.00	0.00	0.00	0.00	0.00	0	80,097.00	0.00
105	Athletic Equipment	300,600.00	0.00	300,600.00	0.00	0.00	0.00	0.00	0	300,600.00	0.00
110	Metal Building Systems	1,997,300.00	0.00	1,997,300.00	0.00	0.00	0.00	0.00	0	1,997,300.00	0.00

Miron Construction Co., Inc.

CONTINUATION SHEET

AIA DOCUMENT G703

Page: 3

AIA DOCUMENT G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing

Contractor's signed Certification is attached.

In tabulation below, amounts are stated to the nearest cent.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NUMBER: 1

APPLICATION DATE: 05/28/2025

INVOICE NO.:

PERIOD TO: 05/31/2025

250120-0001

PROJECT NO: 250120

A	B	C			D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE			WORK COMPLETED (D+E)		MATERIAL PRESENTLY STORED	TOTAL COMPLETED AND STORED TO DATE	PER- %(G/C)	BALANCE TO FINISH	RETAINAGE
		ORIGINAL	CHANGE ORDERS	CURRENT	FROM PREVIOUS APPLICATION	THIS PERIOD					
115	Elevators	122,000.00	0.00	122,000.00	0.00	0.00	0.00	0.00	0	122,000.00	0.00
120	Fire Suppression	204,120.00	0.00	204,120.00	0.00	0.00	0.00	0.00	0	204,120.00	0.00
125	Plumbing	383,200.00	0.00	383,200.00	0.00	0.00	0.00	0.00	0	383,200.00	0.00
130	HVAC	935,847.00	0.00	935,847.00	0.00	0.00	0.00	0.00	0	935,847.00	0.00
135	Electrical	823,355.00	0.00	823,355.00	0.00	0.00	0.00	0.00	0	823,355.00	0.00
140	Earthwork	315,386.00	0.00	315,386.00	0.00	0.00	0.00	0.00	0	315,386.00	0.00
145	Aggregate Piers	135,379.00	0.00	135,379.00	0.00	0.00	0.00	0.00	0	135,379.00	0.00
150	Asphalt Paving	169,606.00	0.00	169,606.00	0.00	0.00	0.00	0.00	0	169,606.00	0.00
155	Concrete Site Work	82,800.00	0.00	82,800.00	0.00	0.00	0.00	0.00	0	82,800.00	0.00
160	Athletic Turf Surfacing	45,000.00	0.00	45,000.00	0.00	0.00	0.00	0.00	0	45,000.00	0.00
165	Site Utilities	64,708.00	0.00	64,708.00	0.00	0.00	0.00	0.00	0	64,708.00	0.00
170	Testing & Inspections Allowance	40,000.00	0.00	40,000.00	0.00	0.00	0.00	0.00	0	40,000.00	0.00
175	New Utility Services Allowance	40,000.00	0.00	40,000.00	0.00	0.00	0.00	0.00	0	40,000.00	0.00
180	Mill & Overlay N Parking Lot Allowance	101,000.00	0.00	101,000.00	0.00	0.00	0.00	0.00	0	101,000.00	0.00
185	Flood Insurance Deductible Allowance	25,000.00	0.00	25,000.00	0.00	0.00	0.00	0.00	0	25,000.00	0.00
190	CMU Enhancements Allowance	35,000.00	0.00	35,000.00	0.00	0.00	0.00	0.00	0	35,000.00	0.00
195	Lobby Alternate Ceiling Allowance	45,000.00	0.00	45,000.00	0.00	0.00	0.00	0.00	0	45,000.00	0.00
200	Data Cabling & Backbone Allowance	250,000.00	0.00	250,000.00	0.00	0.00	0.00	0.00	0	250,000.00	0.00
205	Access Control Allowance	34,000.00	0.00	34,000.00	0.00	0.00	0.00	0.00	0	34,000.00	0.00
210	CCTV Allowance	45,000.00	0.00	45,000.00	0.00	0.00	0.00	0.00	0	45,000.00	0.00
215	Landscaping Allowance	75,000.00	0.00	75,000.00	0.00	0.00	0.00	0.00	0	75,000.00	0.00
220	Unreleased Add #3 Allowance	10,000.00	0.00	10,000.00	0.00	0.00	0.00	0.00	0	10,000.00	0.00

Miron Construction Co., Inc.

CONTINUATION SHEET AIA DOCUMENT G703

Page: 4

AIA DOCUMENT G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing
Contractor's signed Certification is attached.
In tabulation below, amounts are stated to the nearest cent.
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NUMBER: 1

APPLICATION DATE: 05/28/2025

INVOICE NO.:

PERIOD TO: 05/31/2025

250120-0001

PROJECT NO: 250120

A	B	C			D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE			WORK COMPLETED (D+E)		MATERIAL PRESENTLY STORED	TOTAL COMPLETED AND STORED TO DATE	PER- %(G/C)	BALANCE TO FINISH	RETAINAGE
		ORIGINAL	CHANGE ORDERS	CURRENT	FROM PREVIOUS APPLICATION	THIS PERIOD					
Project Total		12,435,142.00	0.00	12,435,142.00	0.00	139,399.37	0.00	139,399.37	1	12,295,742.63	6,969.97

AIA DOCUMENT G703 - APPLICATION AND CERTIFICATE FOR PAYMENT

THE AMERICAN INSTITUTE OF ARCHITECTS 1735 NEW YORK AVENUE NW WASHINGTON DC 20006



Ground Maintenance, CE, Utility
Tractors, Mowers, RTV's - 112624-KBA
Ag Tractors with Related Attachments - 082923-KBA
NJPA Arkansas 4600041718
Nebraska 14777 (OC)
Mississippi 8200067336

RTVX2C-PKLHS-1 WEB QUOTE #2879303

Date: 5/22/2025 9:17:56 AM

-- Customer Information --

Detert, Brian

112423

City of Tiffin Iowa

bdetert@tiffin-iowa.org

319-631-1696

Quote Provided By

COVE EQUIPMENT

Paul Vetter

1288 307TH STREET

MOSCOW, IA 52760

email: paul@coveequip.com

phone: 5639462112

-- Custom Options --

-- Standard Features --



Kubota

V Series

RTVX2C-PKLHS-1

*** EQUIPMENT IN STANDARD MACHINE ***

DIESEL ENGINE

Model Kubota D1105
3 Cyl. 68.5 cu in
+23.3 Gross Eng HP
75 Amp Alternator

TRANSMISSION

VHT-X
Variable Hydro Transmission
Forward Speeds:
Low 0 - 15 mph
High 0 - 25 mph
Reverse 0 - 17 mph
Limited-slip Front Differential
Rear differential lock

HYDRAULICS

Hydrostatic Power Steering
with manual tilt-feature
Hydraulic Cargo Dump
Hydraulic Oil Cooler

FLUID CAPACITY

Fuel Tank 7.9 gal
Cooling 8.3 qts
Engine Oil 4.3 qts
Transmission Oil 1.8 gal
Brake Fluid 0.4 qts

CARGO BOX

Width 57.7in
Length 40.5 in
Depth 11.2 in
Load Capacity 1102 lbs
Vol. Capacity 15.2 cu ft

+ Manufacturer Estimate

TIRES AND WHEELS

ATV Tire 25 x 10 - 12, 6 ply
HDMP Tires 25 x 10 - 12, 6 ply

KEY FEATURES

Factory Cab with A/C, Heater,
Defroster
Digital Multi-meter
Fully-opening roll-down side
windows
Speedometer
Pre-wired w/ speakers/antenna for
stereo
Front Independent Adjustable
Suspension
Rear Independent Adjustable
Suspension
Brakes - Front/Rear Wet Disc
Rear Brake Lights / Front
Headlights
2" Hitch Receiver, Front and Rear
Deluxe 60/40 split bench seats
with driver's side seat adjustment
Underseat Storage Compartments
Deluxe Front Guard
(radiator guard, bumper, and lens
guard)

DIMENSIONS

Width 63.2 in
Height 81.9 in
Length 120.3 in
Wheelbase 80.5 in
Tow Capacity 1300 lbs
Ground Clearance 10.4 in
Suspension Travel 8 in
Turning Radius 13.1 ft

SAFETY EQUIPMENT

SAE J2194 & OSHA 1928 ROPS
Hom
Dash-mounted Parking Brake
Spark Arrestor Muffler
Retractable 2-point Seat Belts

RTVX2C-PKLHS-1 Base Price: \$29,099.00

(1) LED FRONT WORK LIGHTS KIT (2) 77700-11811-LED FRONT WORK LIGHTS KIT (2)	\$179.99
(1) LED REAR WORK LIGHT KIT (1) 77700-11812-LED REAR WORK LIGHT KIT (1)	\$93.85
(1) Turn Signal/Hazard Light Kit K7741-99610-Turn Signal/Hazard Light Kit	\$256.00
(1) STROBE LIGHT MOUNT KIT 77700-VC5058-STROBE LIGHT MOUNT KIT	\$182.03
(2) SINGLE SIDE MIRROR - CAB (1) 77700-V5059-SINGLE SIDE MIRROR - CAB (1)	\$204.12
(1) MUD GUARD - FRONT WHEELS PNF K7591-99520-MUD GUARD - FRONT WHEELS PNF	\$160.63
(1) TAIL LAMP GUARDS K7591-99660-TAIL LAMP GUARDS	\$195.31
(1) CV-J GUARD KIT - FRONT K7591-99150-CV-J GUARD KIT - FRONT	\$135.53
(1) CV-J GUARD KIT - REAR K7591-99160-CV-J GUARD KIT - REAR	\$135.53
(1) MUD GUARD - REAR WHEELS PNF K7591-99510-MUD GUARD - REAR WHEELS PNF	\$221.72
(1) 66" RESIDENTIAL SNOWBLOWER PNF V5296-66" RESIDENTIAL SNOWBLOWER PNF	\$5,659.00
(1) 4 POINT K-CONNECT V5293B-4 POINT K-CONNECT	\$6,059.00
(1) PTO DRIVE AND K-CONNECT V5299B-PTO DRIVE AND K-CONNECT	\$4,439.00
(1) 78" WIDE V-BLADE PNF V5295A-78" WIDE V-BLADE PNF	\$3,969.00
(1) GRILL GUARD ADAPTOR KIT PNF 77700-V5278-GRILL GUARD ADAPTOR KIT PNF	\$149.08

Configured Price: **\$51,138.79**

Sourcewell Discount: **(\$11,250.53)**

SUBTOTAL: **\$39,888.26**

Dealer Assembly: **\$1,787.50**

Freight Cost: **\$1,293.75**

PDI: **\$400.00**

Trade Kubota RTV-V1100C SN:10776/Boss Front
Blade. \$8,000.00. Added Dealer Assembly \$500.00 **(\$7,500.00)**

Total Unit Price: **\$35,869.51**

Quantity Ordered: **1**

Final Sales Price: **\$35,869.51**

Purchase Order Must Reflect Final Sales Price.

To order, place your Purchase Order directly with the quoting dealer

*Some series of products are sold out for 2022. All equipment specifications are as complete as possible as of the date on the quote. Additional attachments, options, or accessories may be added (or deleted) at the discounted price. All specifications and prices are subject to change. Taxes are not included. The PDI fees and freight for attachments and accessories quoted may have additional charges added by the delivering dealer. These charges will be billed separately. Prices for product quoted are good for 60 days from the date shown on the quote. All equipment as quoted is subject to availability.

**CITY OF TIFFIN
CITY ADMINISTRATOR
REPORT TO THE CITY COUNCIL
May 30, 2025**

- Item I-2 – This resolution reiterates the City Council’s 2023 resolution of support for the same project and application for workforce housing tax credits. The current application divides the project into phases, which is reflected in the reduced number of units (39) included in phase 1. The City's financial contribution, which will come from the fees collected through each building permit, will only be required if the application is successful.
- The preconstruction meeting last week for the water treatment plant upgrade project went well. Tricon is anticipating starting the project next week.
- Work on the East Village Drive extension began last week and is progressing nicely. Sanitary sewer installation is underway and the road layout is starting to take shape. We are continuing to evaluate the slope in front of the water tower, along with the potential height, length, and size of the proposed retaining wall. MSA and Brain Engineering are currently exploring alternative scenarios that could either reduce the wall’s height or potentially eliminate the need for it altogether. I expect to have additional updates on this for Tuesday night’s meeting.
- As was reported at the last council meeting, work has started on the Recreation Center site. Topsoil is being stripped and stockpiled and should be finished yet this week. Fill dirt to raise the site will start being brought in next week with the installation of utilities starting on June 11th.
- Work has been completed for the widening of Roberts Ferry Road for the turn lanes on Village Drive. We had a walk-through of the project on Wednesday morning. MSA has developed a punchlist of items that need to be completed or still need attention. Once the punchlist has been worked through, at least a portion of the escrow from the final plat approval will be released.

City of Tiffin, IA

CLIENT LIAISON:

Andrew Inhelder, PE

Office: 319.364.4773

Cell: 515.802.0906

ainhelder@msa-ps.com

DATE:

May 29, 2025



ON-GOING PROJECTS

REVERSE OSMOSIS WATER TREATMENT PLANT DESIGN – CLINT WIENEN

A preconstruction meeting was held on May 22nd. Tricon is tentatively planning on getting started with construction the 1st week of June.

HIGHWAY 6 CONCEPT AND COST ESTIMATE – JAMES WATTERS

Coordination with franchise utilities in the right-of-way remains ongoing. MSA is soliciting responses from remaining utility coordinators. Preliminary work plans from utilities are due June 16, 2025.

Coordination on the addition of a right-turn-lane for the Grove Park development at 443 Marengo Road is in progress. Contact has been made with the developer and IowaDOT regarding design requirements and documentation.

SYSTEMWIDE SANITARY SEWER MODEL – ERIC THOMPSON

Flow meters have been collecting data, which are collected every two weeks for review to ensure they are functioning correctly. GIS sanitary pipe network is being reviewed to populate missing inverts, prior to construction of the SWMM model.

NORTH PARK ROAD IMPROVEMENTS – JAMES WATTERS

The detour of N Park Rd for through traffic was placed on April 28th. MSA and City have been in coordination with CCA schools who have issued newsletters to parents informing them of the upcoming detour route. Following feedback on the function of the closure, additional signs have been added along Highway 6 to indicate that North Park Road is closed.

Staging sheets (J.01 to J.101) have been reissued to reflect the new staging plan. This splits the project into three stages (stage 1 has two substages). The whole of Stage 1 is expected to be completed this Summer. Stage 2 will begin after school is back in session.

The section of North Park Road from the school bus loop to the Oak Hill Elementary entrance has been closed for Stage 1A. Excavation, placement of the pedestrian underpass, additional storm sewer and water main are anticipated to begin in late May.

Stage 1B closures just south of Oak Hill's entrance and just north of Tiffin Elementary's entrance will take place on June 2nd, 2025. This date has been confirmed as an acceptable closure date by the Clear Creek Amana Community School District.

DEVELOPMENT ASSISTANCE – ANDREW INHELDER**NO FURTHER COMMENTS**

Development Name	Description
Park Place City Center, Lot 8	No further comments sent on 5/15/24.
Tiffin Heights West On & Off-Site Improvements	No further comments sent on 10/16/24.
Shamrock Center Lot 9	No further comments sent on 12/16/24.
Park Place City Center, Part 1, Lot 3	No further comments sent on 1/29/25.
Tiffin West – Kwik Star	No further comments sent on 4/16/25.
Veritas Church Expansion – Phase 2	No further comments sent on 5/15/25

UNDER CONSTRUCTION

Development Name	Description
Tiffin Heights West OFF Site	All water main along Hwy 6 has passed testing. Sanitary sewer is complete and is being tested.
Tiffin Heights West ON Site	Sanitary sewer is complete and is being tested. Currently working on water main and storm sewer.
Tiffin West ON & OFF Site	Walkthrough performed on 5/28/25. Punch list provided to developer to be completed in Spring of 2025.
Village Drive Extension (By water tower)	Sanitary sewer and roadway grading is under construction. Construction began 5/22/25.
The States – Anderson Addition OPD	Sanitary sewer is currently under construction. Construction began 5/29/25.

AWAITING RESUBMISSION

Development Name	Description
Prairie Village Commercial Part 1, Lot 2	Review comments sent 7/25/23. Awaiting resubmission.
Kimberlite North of Hwy 6 Connection	City, Developer, MSA, and DOT met on 8/22/24 to discuss steps moving forward. Developer to submit proposed improvements for review.
Prairie West	Review comments sent 11/13/24. Awaiting resubmission.
Park Place City Center, Part 3, Lot 1, EMA Storage Building	Review comments sent 2/24/25. Awaiting resubmission.
Hunt Club Phase 4	Review comments sent 3/25/25. Awaiting resubmission.
Village Drive Extension (By water tower)	Review comments sent 5/15/25. Awaiting resubmission.
Park Place City Center, Part 4, Phase 4, Lot 22	Review comments sent 5/19/25. Awaiting resubmission.
Bailey Way Extension	Review comments sent 5/20/25. Awaiting resubmission.

IN REVIEW

Development Name	Description
301 Main Street Site Plan	Resubmitted on 5/28/25. In review currently.

PROJECT UPDATE

City of Tiffin
May 29, 2025

Upcoming Infrastructure Project	Description	Next Steps/Schedule
<i>Wastewater Treatment Improvements</i>	The current wastewater treatment facility (WWTF) has a chloride compliance schedule. There is not any wastewater treatment equipment/processes designed to remove chloride so typically source control is the only economical means of meeting compliance. The existing treatment facility is at about 50% capacity. However, if the past growth rate continues an expansion will be required in the next 5-7 years. From design to construction the process typically takes 3-4 years.	Final Compliance with NPDES Permit required October 1, 2025. MSA presented its findings on November 1st, 2022. MSA has prepared a proposed schedule for wastewater treatment, water treatment and water supply improvement projects.
<i>Deer View Ave & Tall Grass Ave & Hwy 6 Intersection Improvements</i>	DOT has agreed to continue the existing permit based on the City's plan to replace the signals with a permanent installation in 2026. Scope includes both pedestrian and vehicle accommodations. MSA is reaching out to the DOT to request a time extension and will begin conceptually reviewing the signals and intersection for DOT approval.	Begin conceptual review of intersection/signals.