

Tiffin Regular City Council Meeting

Tiffin Regular City Council Meeting

January 20, 2026 07:00 pm



January 20, 2025

7:00 PM

Regular Formal

City Council Meeting

Tiffin Fire Station

211 Main Street, Tiffin, Iowa 52340

www.tiffin-iowa.org

Mayor:	Tim Kasperek	City Administrator:	Doug Boldt
Council At Large:	Tim Orris – Mayor Pro-Tem	Asst. City Administrator:	Ashley Platz
Council At Large:	Tony Johnson	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:	Grant Weber
		Fire Chief:	VACANT
		City Engineer:	MSA Professional Services

A. Call to Order - 7:00PM

File: [Agenda](#)

B. Roll Call

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. 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. 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 January 6, 2026, City Council Minutes

File: [Attachment](#)

2. Approval of the January 9, 2026, Special City Council Minutes

File: [Attachment](#)

3. Approval of the January 9, 2026, Special City Council Minutes

File: [Attachment](#)

4. Approval of the January 13, 2026, Special City Council Minutes

File: [Attachment](#)

5. Approval of Summary of Receipts Report

File: [Attachment](#)

6. Approval of Clerk's/Treasurers Report

File: [Attachment](#)

7. Approval of Liquor License Renewal - Bella Sala

File: [Attachment](#)

F. Mayoral Proclamation

G. Public Hearing

1. Public Hearing on Proposal to enter into a General Obligation Urban Renewal Loan Agreement

- a. Close Public Hearing and proceed to I-1

File: [Attachment](#)

H. Ordinance Approval/Amendment

I. Resolutions for Approval

1. **Resolution 2026-001 – A Resolution Taking Additional Action to Enter into General Obligation Urban Renewal Loan Agreement and Authorizing the Use of a Preliminary Official Statement for the sale of General Obligation Urban Renewal Bonds, Series 2026A**
File: [Attachment](#)
2. **Resolution 2026-002 – A Resolution Setting the Date for a Public Hearing on the Partial Acquisition and Temporary Easement Required for the Iowa DOT Highway 6 Improvement Project (STPN--006-7(100)--2J-52)**
File: [Attachment](#)
3. **Resolution No. 2026-003 – A Resolution to Proceed with Two Additional Street Lights on Roberts Ferry Road North of Oakdale Boulevard**
File: [Attachment](#)

J. Old Business

K. Motions for Approval

1. **Consideration of Payables List - Motion to Approve**
File: [Attachment](#)
2. **Discussion and Consideration of Pay Application #8 – Miron Construction, Recreation Center – Motion to Approve**
File: [Attachment](#)
3. **Discussion and Consideration to Purchase NEOGOV Insight and Onboard Modules – Motion to Approve**
File: [Attachment](#)
4. **Discussion and Consideration of Adding a Parks & Grounds Specialist to the Wage Study Scale, Approve the New Job Description and Approve the Memorandum of Understanding updating the Wage Scale – Motion to Approve**
File: [Attachment](#)

L. Reports to be Received/Filed

1. **City Engineer's Report**
File: [Report](#)
2. **Johnson County Sheriff's Report - December**
File: [Report](#)

3. Monthly Departmental Budget Reports

File: [Report](#)

4. Tiffin Recreation Center - Project Update

File: [Report](#)

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 Attorney's Report
10. City Administrator's Report - Included in Packet

File: [Report](#)

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 Fire Station, 211 Main Street, Tiffin, Iowa, 52340
Date/Time: January 20, 2026 – 7:00 p.m.
Web Page: www.tiffin-iowa.org
Posted: January 16, 2026 (website & front entry of City Hall)

Mayor:	Tim Kasperek	City Administrator:	Doug Boldt
Council At Large:	Tim Orris – Mayor Pro-Tem	Asst. City Administrator:	Ashley Platz
Council At Large:	Tony Johnson	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:	Grant Weber
		Fire Chief:	Vacant
		City Engineer:	MSA Professional Services

A. Call to Order – 7:00 PM

B. Roll Call

C. Agenda Additions/Agenda Approval

D. Communications and Reports

1. Unscheduled

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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. Approval of the January 6, 2026, City Council Minutes
2. Approval of the January 9, 2026, Special City Council Minutes
3. Approval of the January 9, 2026, Special City Council Minutes
4. Approval of the January 13, 2026, Special City Council Minutes
5. Approval of Summary of Receipts Report
6. Approval of Clerk's/Treasurers Report
7. Approval of Liquor License Renewal – Bella Sala

F. Mayoral Proclamation

- 1.

G. Public Hearing

1. Public Hearing on Proposal to enter into a General Obligation Urban Renewal Loan Agreement
 - a. Close Public Hearing and proceed to I-1

H. Ordinance Approval/Amendment

- 1.

I. Resolutions for Approval

1. Resolution No. 2026-001 – A Resolution Taking Additional Action to Enter into General Obligation Urban Renewal Loan Agreement and Authorizing the Use of a Preliminary Official Statement for the sale of General Obligation Urban Renewal Bonds, Series 2026A
2. Resolution No. 2026-002 – A Resolution Setting the Date for a Public Hearing on the Partial Acquisition and Temporary Easement Required for the Iowa DOT Highway 6 Improvement Project (STPN--006-7(100)--2J-52)
3. Resolution No. 2026-003 – A Resolution to Proceed with Two Additional Street Lights on Roberts Ferry Road North of Oakdale Boulevard

J. Old Business

- 1.

K. Motions for Approval

1. Consideration of Payables List – Motion to Approve
2. Consideration of Pay Application #8 – Miron Construction, Recreation Center – Motion to Approve
3. Discussion and Consideration to Purchase NEOGOV Insight and Onboard Modules and Council Action as Needed
4. Discussion and Consideration of Adding a Parks & Grounds Specialist to the Wage Study Scale, Approve the New Job Description and Approve the Memorandum of Understanding updating the Wage Scale – Motion to Approve

L. Reports to be Received/Filed

1. City Engineer's Report
2. Johnson County's Sheriff's Report - December
3. Monthly Departmental Budget Reports
4. Tiffin Recreation Center - Project Update

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 – Annual Report included in the Packet
5. Water/Wastewater Superintendent's Report
6. Recreation Director's Report
7. Fire Department Report
8. Law Enforcement Report
9. City Attorney's Report
10. City Administrator's Report – Included in the Packet

N. Adjournment

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

Meeting:	Tiffin City Council Meeting
Place:	Tiffin Fire Station, 211 Main Street, Tiffin, Iowa, 52340
Date/Time:	January 6, 2026 – 7:00 p.m.
Web Page:	www.tiffin-iowa.org
Posted:	January 2, 2026 (website & front entry of City Hall)

Mayor:	Tim Kasperek	City Administrator:	Doug Boldt
Council At Large:	Tim Orris – Mayor Pro-Tem	Asst. City Administrator:	Ashley Platz
Council At Large:	Tony Johnson	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:	Grant Weber
		Fire Chief:	Vacant
		City Engineer:	MSA Professional Services

Work Session - Call to Order – 5:30 PM

A. Roll Call

The City of Tiffin City Council held a work session Tuesday, January 6, 2026, at the Tiffin Fire Station. Mayor Kasperek called the meeting to order at 5:30 PM. Upon roll being called the following members were present: Eric Schnedler, Tony Johnson, Chris Olney, Tim Orris and Skylar Limkemann. Others present were City Administrator Doug Boldt, 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. Minor Strategic Planning and Goal Setting Session for 2026

Discussion: City Administrator Doug Boldt conducted a minor goal setting session. After council made their priorities a list was made:

Goals within the next 60 months:

- Ongoing street maintenance (crack filling, repairs to dips and broken panels).
- Sealcoating and paving of South Park Road, 340th Street, and RFR shoulders.
- Construction of restrooms at Deerview Park and auxiliary fields.
- Development of a splash pad at Deerview Park.
- Purchase of land to support park expansion and long-term city growth.
- Expansion and emphasis on community events such as RecFest.
- Creation of volunteer-based committees, including a Parks and Recreation Committee.
- Continued economic development efforts focused on marketing, branding, and beautification.
- Implementation of a rental inspection and permitting program.

Long-term goals (After 2030):

- Adding an aquatic component to the Recreation Center as part of future phases.
- Updating the long-term transportation and arterial road network beyond current city limits.
- Construction of a tunnel under Highway 6.
- Connecting city trails to the soccer park, Forevergreen Road, and future destinations.
- Exploring annexation opportunities south of I-80 and 340th Street.
- Development of a staff growth plan to support future City operations.

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

E. Other Business

F. Adjournment

Motion to adjourn by Orris.

Second by Schnedler.

All ayes, meeting adjourned at 7:01 PM.

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

B. Roll Call

The City of Tiffin City Council held a regular session Tuesday, January 6, 2026, at the Tiffin Fire Station. Mayor Kasperek called the meeting to order at 7:03 PM. Upon roll being called the following members were present: Eric Schnedler, Tony Johnson, Chris Olney, Tim Orris and Skylar Limkemann. Others present were City Administrator Doug Boldt, Assistant City Administrator Ashley Platz and City Clerk Abigail Hora.

C. Agenda Additions/Agenda Approval

Motion to approve agenda by Orris.

Second by Olney.

All ayes, agenda approved.

D. Communications and Reports

1. Unscheduled

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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. Approval of the December 16, 2025, City Council Minutes

2. Approval of Summary of Receipts Report

3. Re-Appointment of Councilperson Tim Orris as Mayor Pro-Tem

Motion to approve Consent Agenda which includes City Council Minutes, Summary of Receipts Report and Re-Appointment of Councilperson Tim Orris by Johnson.

Second by Limkemann.

All ayes, consent agenda approved.

F. Mayoral Proclamation

1.

G. Public Hearing

1.

H. Ordinance Approval/Amendment

1. Ordinance No. 2025-522 – An Ordinance Rezoning Lot 1, Park Place City Center Part One, Phase 4, Tiffin, Iowa, from Neighborhood Business District (C-1B) to a Planned Development Overlay Site District/Neighborhood Business District (OPD/C-1B) for Lot 1, Park Place City Center Part One, Phase 4, Tiffin, Iowa

a. Motion to Approve Third and Final Reading

No Action Taken.

2. Ordinance No. 2025-523 – An Ordinance Rezoning Grove Park Area, Tiffin, Iowa, from Planned Development Overlay Concept and Site District/Multi-Family 12-Plex Residential District (OPD/R-12) and Planned Development Overlay Concept and Site District/Mixed Use Commercial District (OPD/C-1B) to a Planned Development Overlay Concept and Site District/Multi-Family 4-Plex Residential District (OPD/R-4) for Grove Park, Tiffin, Iowa

a. Motion to Approve Third and Final Reading

No Action Taken.

I. Resolutions for Approval

1. Resolution 2026-001 – A Resolution Approving Final Plat of Grove Park Rowhomes, Tiffin, Iowa.
No Action Taken.

2. Resolution 2026-002 – A Resolution Approving the Developer’s Agreement with Grove Park Row Homes, LLC, for the Grove Park Planned Development Overlay Site District. No Action Taken.

J. Old Business

1.

K. Motions for Approval

1. Consideration of Payables List – Motion to approve by Orris.
Second by Limkemann.
All ayes, motion carried.
2. Consideration of One-time Water and Sewer Adjustment for 1026 Creekside Drive – Motion to approve by Olney.
Second by Orris.
All ayes, motion carried.
3. Consideration of City Council Appointments (below) and Council Action as Needed
 - a. City Clerk – Abigail Hora
 - b. City Attorney – Phelan Tucker Law LLP
 - c. City Engineer – MSA Professional Services
 - d. Official Newspaper – Cedar Rapids GazetteMotion to approve by Schnedler.
Second by Orris.
All ayes, motion carried.

L. Reports to be Received/Filed

1.

M. Reports from City Personnel

1. Mayor’s Report – Discussion: Mayor Kasperek reported the first episode of the Tiffin Talk podcast is out and can be found on Spotify.
2. City Council Reports – Discussion: Council Person Schnedler would like to make the goal setting session document always available and top of mind for Council.
3. Director of Public Work’s Report – Nothing to Report.
4. Building Official’s Report – Nothing to Report.
5. Water/Wastewater Superintendent’s Report - Nothing to Report.
6. Recreation Director’s Report - Nothing to Report.
7. Fire Chief’s Report - Nothing to Report.
8. Law Enforcement Report - Nothing to Report.
9. City Attorney’s Report - Nothing to Report.
10. City Administrator’s Report – Included in the Packet.

N. Adjournment

Motion to adjourn by Schnedler.
Second by Limkemann.
All ayes, meeting adjourned at 7:39 PM.



Abigail Hora, City Clerk

January 12th, 2026

Meeting: Tiffin Special City Council Meeting
Place: Tiffin City Hall, 300 Railroad Street, Tiffin, Iowa 52340
Date/Time: January 9, 2026 – 11:30 AM
Web Page: www.tiffin-iowa.org
Posted: January 8, 2026 (website & front entry of City Hall)

Mayor: Tim Kasperek Council At Large: Tim Orris – Mayor Pro-Tem Council At Large: Tony Johnson Council At Large: Skylar Limkemann Council At Large: Chris Olney Council At Large: Eric Schnedler	City Administrator: Doug Boldt Asst. City Administrator: Ashley Platz City Attorney: Crystal Raiber City Clerk: Abigail Hora W/WW Superintendent: Brett Mehmen D. of Public Works: Brian Detert Building Official: Brian Shay Recreation Director: Grant Weber Fire Chief: Vacant City Engineer: MSA Professional Services
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A. Special Session - Call to Order – 11:30 AM

B. Roll Call

The City of Tiffin City Council held a special session Friday, January 9, 2026, at the City Hall Conference Room. Mayor Kasperek called the meeting to order at 12:54 PM. Upon roll being called the following members were present: Eric Schnedler, Tony Johnson, Chris Olney, Tim Orris and Skylar Limkemann.

C. Agenda Additions/Agenda Approval

Motion to approve agenda by Schnedler.
 Second by Orris.
 All ayes, agenda approved.

D. Communications and Reports

1. Unscheduled

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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.

F. Public Hearing

1.

G. Ordinance Approval/Amendment

1.

H. Resolutions for Approval

1.

I. Motions for Approval

1. Motion to enter closed session under Iowa Code Section 21.5(1)(i) to evaluate the professional competency of an individual whose appointment or hiring is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and where that individual has requested a closed session by Schnedler.
 Second by Orris.
 Roll Call: Schnedler, Johnson, Limkemann, Olney, Orris.
 All ayes, motion carried.
 Motion to adjourn from closed session into regular session by Schnedler.
 Second by Johnson.

Roll Call: Johnson, Limkemann, Olney, Orris, Schnedler.
All ayes, motion carried.

J. Reports to be Received/Filed

1.

K. Reports from City Personnel

1.

L. Adjournment

Motion to adjourn by Schnedler.

Second by Limkemann.

All ayes, meeting adjourned at 4:45 PM.

Meeting: Tiffin Special City Council Meeting
Place: Tiffin Public Works Building, 101 Railroad Street, Tiffin, Iowa 52340
Date/Time: January 9, 2026 – 3:30 PM
Web Page: www.tiffin-iowa.org
Posted: January 8, 2026 (website & front entry of City Hall)

Mayor: Tim Kasperek	City Administrator: Doug Boldt
Council At Large: Tim Orris – Mayor Pro-Tem	Asst. City Administrator: Ashley Platz
Council At Large: Tony Johnson	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: Grant Weber
	Fire Chief: Vacant
	City Engineer: MSA Professional Services

A. Special Session - Call to Order – 3:30 PM

B. Roll Call

The City of Tiffin City Council held a special session Friday, January 9, 2026, at the Tiffin Public Works Building. Mayor Kasperek called the meeting to order at 5:03 PM. Upon roll being called the following members were present: Eric Schnedler, Tony Johnson, Chris Olney, Tim Orris and Skylar Limkemann. Others present: City Administrator Doug Boldt, Assistant City Administrator Ashley Platz, City Clerk Abigail Hora, Sheriff Brad Kunkel, Interim Fire Chief Tyler Muhlbauer and Next Level Response Solutions.

C. Agenda Additions/Agenda Approval

Motion to approve agenda by Limkemann.

Second by Orris.

All ayes, agenda approved.

D. Communications and Reports

1. Unscheduled

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F. Public Hearing

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G. Ordinance Approval/Amendment

1.

H. Resolutions for Approval

1.

I. Motions for Approval

1. Motion to enter closed session under Iowa Code Section 21.5(1)(i) to evaluate the professional competency of an individual whose appointment or hiring is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and where that individual has requested a closed session by Limkemann.

Second by Orris.

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

All ayes, motion carried.

Motion to adjourn from closed session into regular session by Limkemann.

Second by Orris.

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

All ayes, motion carried.

J. Reports to be Received/Filed

1.

K. Reports from City Personnel

1.

L. Adjournment

Motion to adjourn by Schnedler.

Second by Limkemann.

All ayes, meeting adjourned at 7:41 PM.

Meeting:	Tiffin Special City Council Meeting		
Place:	Springmier Community Library, 311 West Marengo Road, Tiffin, Iowa 52340		
Date/Time:	January 13, 2026 – 6:00 PM		
Web Page:	www.tiffin-iowa.org		
Posted:	January 12, 2026 (website & front entry of City Hall)		
Mayor:	Tim Kasperek	City Administrator:	Doug Boldt
Council At Large:	Tim Orris – Mayor Pro-Tem	Asst. City Administrator:	Ashley Platz
Council At Large:	Tony Johnson	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:	Grant Weber
		Fire Chief:	Vacant
		City Engineer:	MSA Professional Services

A. Special Session - Call to Order – 6:00 PM

B. Roll Call

The City of Tiffin City Council held a special session Tuesday, January 13, 2026, at the Springmier Community Library located inside the Clear Creek Amana Middle School. Mayor Kasperek called the meeting to order at 6:01 PM. Upon roll being called the following members were present: Eric Schnedler, Tony Johnson, Chris Olney, Tim Orris and Skylar Limkemann. Others present: City Administrator Doug Boldt, Assistant City Administrator Ashley Platz and City Clerk Abigail Hora.

C. Agenda Additions/Agenda Approval

Motion to approve agenda by Schnedler.

Second by Johnson.

All ayes, agenda approved.

D. Communications and Reports

1. Unscheduled

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F. Public Hearing

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G. Ordinance Approval/Amendment

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H. Resolutions for Approval

1.

I. Motions for Approval

1. Motion to enter closed session under Iowa Code Section 21.5(1)(i) to evaluate the professional competency of an individual whose appointment or hiring is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and where that individual has requested a closed session by Limkemann.

Second by Schnedler.

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

All ayes, motion carried.

Motion to adjourn from closed session into regular session by Schnedler.

Second by Limkemann.

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

All ayes, motion carried.

J. Reports to be Received/Filed

1.

K. Reports from City Personnel

1.

L. Adjournment

Motion to adjourn by Schnedler.

Second by Limkemann.

All ayes, meeting adjourned at 7:15 PM.



____ January 16th, 2026
Abigail Hora, City Clerk

City of Tiffin Summary of Receipts

01/01/2025-01/15/2026

001-GENERAL	\$	31,131.71
110-ROAD USE TAX	\$	244,515.25
112-EMPLOYEE BENEFIT	\$	628.24
119-EMERGENCY FUND	\$	-
121-LOCAL OPTION SALES TAX	\$	-
125-TIF	\$	30,757.70
200-DEBT SERVICE	\$	1,274,767.01
301-DEVELOPER ESCROW	\$	-
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	\$	62,091.91
601-WATER SINKING	\$	-
607-SECOND WELL	\$	-
610-SEWER	\$	44,299.24
611-SEWER SINKING	\$	223,056.26
617-SANITARY SEWER IMPROVEMENTS	\$	-
618-SEWER MAIN UPSIZE RAILROAD	\$	-
670-RECYCLING/GARBAGE	\$	15,903.58
740-STORM WATER	\$	4,477.38
TOTAL:	\$	1,931,628.28



TIFFIN, IA

Treasurers Report

Summary

Date Range: 12/01/2025 - 12/31/2025

Fund	Beginning Cash Balance	Revenues	Expenses	Net Change Assets	Net Change Liabilities	Calculated Ending Balance	Actual Ending Balance	Calculated - Actual Ending
001 - General Fund	6,901,667.56	156,642.61	419,570.23	0.00	0.52	6,638,739.42	6,638,739.42	0.00
110 - Road Use Tax	-115,340.66	50,068.53	103,844.13	0.00	0.14	-169,116.40	-169,116.40	0.00
111 - IJOBS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
112 - Employee Benefit	169,971.36	3,238.15	18,301.06	0.00	0.00	154,908.45	154,908.45	0.00
119 - Emergency Fund	109,917.04	0.00	0.00	0.00	0.00	109,917.04	109,917.04	0.00
121 - Local Option Sales Tax	1,332,570.51	154,551.64	0.00	0.00	0.00	1,487,122.15	1,487,122.15	0.00
125 - TIF	2,937,783.37	71,855.18	367,426.41	0.00	0.00	2,642,212.14	2,642,212.14	0.00
160 - Economic Development	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
168 - ARPA - FEDERAL GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
170 - FEMA	54,273.66	0.00	0.00	0.00	0.00	54,273.66	54,273.66	0.00
200 - Debt Service	418,212.23	26,951.86	550.00	0.00	0.00	444,614.09	444,614.09	0.00
301 - DEVELOPER - ESCROW	644,142.27	0.00	0.00	0.00	0.00	644,142.27	644,142.27	0.00
302 - CAP Street Projects	58,114.90	0.00	0.00	0.00	0.00	58,114.90	58,114.90	0.00
303 - Ireland Ave	-17,461.46	0.00	0.00	0.00	0.00	-17,461.46	-17,461.46	0.00
304 - TIFFIN WEST - DEVELOPER REIMBURSEMENT	-281,350.00	0.00	0.00	0.00	0.00	-281,350.00	-281,350.00	0.00
305 - Park/Ball Fld Improv Pr	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
306 - Cap S Ireland Patch/Mil	-750.00	0.00	0.00	0.00	0.00	-750.00	-750.00	0.00
307 - Park Road Paving	2,384,233.27	0.00	252,990.97	0.00	0.00	2,131,242.30	2,131,242.30	0.00
308 - Landswap/Watershed ZE	-95.00	0.00	0.00	0.00	0.00	-95.00	-95.00	0.00
309 - US HWY 6 RECONSTRUCTION	-325,354.25	0.00	150.00	0.00	0.00	-325,504.25	-325,504.25	0.00
310 - Trail Project	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
311 - Comprehensive Park Plng	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
312 - Robert's Ferry Road Project	420,078.34	0.00	0.00	0.00	0.00	420,078.34	420,078.34	0.00
313 - CIP-Indsl Pk Wtrmain Ex	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
314 - Water Tower Press Upgrd	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
315 - Cap City Parks Proj	-3,000.00	0.00	0.00	0.00	0.00	-3,000.00	-3,000.00	0.00
316 - GO Bonds	274,147.36	0.00	0.00	0.00	0.00	274,147.36	274,147.36	0.00
317 - Village Dr Expansion	945.44	0.00	0.00	0.00	0.00	945.44	945.44	0.00
318 - Solar Project-City Hall	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
319 - CCA MS/HS Trail Proj	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
320 - Roundabout Park Rd	-148,848.64	0.00	0.00	0.00	0.00	-148,848.64	-148,848.64	0.00
321 - Original Town Urbanization	-601,049.78	0.00	0.00	0.00	0.00	-601,049.78	-601,049.78	0.00
322 - Traffic Lights	-206,417.74	0.00	0.00	0.00	0.00	-206,417.74	-206,417.74	0.00
323 - Timber Ridge Trail	-29,498.18	0.00	0.00	0.00	0.00	-29,498.18	-29,498.18	0.00
324 - City Pond Improvmt	-166,076.25	0.00	0.00	0.00	0.00	-166,076.25	-166,076.25	0.00
325 - Water Main Relocation for IDOT	-131,518.75	0.00	0.00	0.00	0.00	-131,518.75	-131,518.75	0.00
326 - Town Center Land Purch	-601,862.58	0.00	0.00	0.00	0.00	-601,862.58	-601,862.58	0.00

Treasurers Report

Date Range: 12/01/2025 - 12/31/2025

Fund	Beginning Cash Balance	Revenues	Expenses	Net Change Assets	Net Change Liabilities	Calculated Ending Balance	Actual Ending Balance	Calculated - Actual Ending
327 - State St Reloc/Dry Deten	40,000.00	0.00	0.00	0.00	0.00	40,000.00	40,000.00	0.00
328 - San Sewer Ovrsh N Hwy6	106,130.00	0.00	0.00	0.00	0.00	106,130.00	106,130.00	0.00
329 - Deerview/HWY6	98,119.82	0.00	0.00	0.00	0.00	98,119.82	98,119.82	0.00
330 - Tiffin Firetruck	-907,515.83	0.00	420.77	0.00	0.00	-907,936.60	-907,936.60	0.00
331 - Trunk Sewer Upsize	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
332 - Wtr Quality Sponsored PJT	380,075.69	0.00	0.00	0.00	0.00	380,075.69	380,075.69	0.00
333 - Soccer Field Exp	-307,013.70	0.00	0.00	0.00	0.00	-307,013.70	-307,013.70	0.00
334 - Ballfield Pk Lot	-225.00	0.00	0.00	0.00	0.00	-225.00	-225.00	0.00
335 - Forevergreen Rd Pjt	-1,988,161.13	0.00	6,841.25	0.00	0.00	-1,995,002.38	-1,995,002.38	0.00
336 - Public Works Building	-43,306.74	0.00	0.00	0.00	0.00	-43,306.74	-43,306.74	0.00
337 - Kimberlite Extension	36,034.98	0.00	0.00	0.00	0.00	36,034.98	36,034.98	0.00
338 - Frontage Road City Park	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
339 - Original Town PH3	143,735.66	0.00	30,264.10	0.00	0.00	113,471.56	113,471.56	0.00
340 - Recreation Center	0.00	0.00	631,921.58	0.00	0.00	-631,921.58	0.00	-631,921.58
341 - RFR Park	-324,888.22	0.00	0.00	0.00	0.00	-324,888.22	-324,888.22	0.00
342 - Railroad Replacement	-63,257.04	0.00	0.00	0.00	0.00	-63,257.04	-63,257.04	0.00
343 - PERMEABLE PAVERS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
344 - PW - EQUIPMENT	-75,797.10	0.00	0.00	0.00	0.00	-75,797.10	-75,797.10	0.00
345 - JOINT PUBLIC SAFETY BUILDING	-30,644.52	0.00	0.00	0.00	0.00	-30,644.52	-30,644.52	0.00
346 - FIRE EQUIPMENT	902,725.32	0.00	0.00	0.00	0.00	902,725.32	902,725.32	0.00
600 - Water	2,430,879.95	157,066.33	63,029.47	0.00	0.14	2,524,916.67	2,524,916.67	0.00
601 - Water Sinking	-16,335.37	0.00	0.00	0.00	0.00	-16,335.37	-16,335.37	0.00
602 - CAP WATER MAIN PROJ	-21,583.09	0.00	0.00	0.00	0.00	-21,583.09	-21,583.09	0.00
603 - Cap Water Tower Proj	-40,911.75	0.00	0.00	0.00	0.00	-40,911.75	-40,911.75	0.00
604 - Cap School Water Extens	-694,029.79	0.00	0.00	0.00	0.00	-694,029.79	-694,029.79	0.00
605 - Cap Water Plant Extens	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
606 - City Pond Improvement Project	212,840.00	0.00	0.00	0.00	0.00	212,840.00	212,840.00	0.00
607 - Second Well	-246,989.63	0.00	0.00	0.00	0.00	-246,989.63	-246,989.63	0.00
608 - WATER TREATMENT PLANT	-2,259,196.98	0.00	530,812.83	0.00	0.00	-2,790,009.81	-2,790,009.81	0.00
610 - Sewer	2,388,654.29	130,615.87	40,777.67	0.00	0.14	2,478,492.35	2,478,492.35	0.00
611 - Sewer Sinking	-676,590.84	0.00	37,228.77	0.00	0.00	-713,819.61	-713,819.61	0.00
612 - Sewer I & I Project	-1,660.39	0.00	0.00	0.00	0.00	-1,660.39	-1,660.39	0.00
613 - Schl Sewer Ext/Lift St	-821,413.21	0.00	0.00	0.00	0.00	-821,413.21	-821,413.21	0.00
614 - WWTP Expansion Project	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
615 - Sewer Main Upsz Hwy 6	-107,254.00	0.00	0.00	0.00	0.00	-107,254.00	-107,254.00	0.00
616 - City Pond Improvements	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
617 - Sanitary Sewer Infrastructure Improvement	86,127.08	0.00	0.00	0.00	0.00	86,127.08	86,127.08	0.00
618 - Sewer Main Upsize Railroad	41,477.21	0.00	0.00	0.00	0.00	41,477.21	41,477.21	0.00
670 - Recycling/Garbage	163,959.16	45,713.85	44,049.00	0.00	0.00	165,624.01	165,624.01	0.00
740 - Storm Water	599,615.90	11,069.35	0.00	0.00	0.00	610,685.25	610,685.25	0.00
Report Total:	12,081,034.75	807,773.37	2,548,178.24	0.00	0.94	10,340,628.94	10,972,550.52	-631,921.58

Bank	CD NUMBER	Time	Current Rate	Purchased	Due	Original Amount	Current Amount	Interest Earned
Hills Bank & Trust - 1005	7445	12 months	4%	12/12/2022	10/12/2026	\$ 1,212,847.94	\$ 1,386,447.62	\$ 173,599.68
Greenstate Credit Union - BK 1008	1020	12 months	4.15%	12/15/2022	1/16/2026	\$ 334,000.00	\$ 383,208.66	\$ 49,208.66
Greenstate Credit Union - BK 1007	1024	6 months	3.90%	12/15/2022	3/16/2026	\$ 333,000.00	\$ 378,598.05	\$ 45,598.05
Greenstate Credit Union - BK 1006	1019	12 months	4.14%	12/15/2022	*PAID OUT*	\$ 333,000.00	\$ 382,987.75	\$ 49,987.75
Greenstate Credit Union - BK 1009	1023	12 months	3.82%	1/20/2023	9/16/2026	\$ 750,000.00	\$ 858,265.82	\$ 108,265.82
Greenstate Credit Union - BK 1010	1021	12 months	4.12%	2/13/2023	2/13/2026	\$ 1,000,000.00	\$ 1,140,625.07	\$ 140,625.07
Greenstate Credit Union - BK 1011	1022	9 months	4.12%	11/17/2023	2/17/2026	\$ 1,000,000.00	\$ 1,105,394.07	\$ 105,394.07
						\$ 4,962,847.94	\$ 5,635,527.04	\$672,679.10

License
Administration

< CITY OF TIFFIN

Alcohol Permit Review

CITY OF TIFFIN

1707377801

>

[Permit Details](#)

Business Information

[Application Printable View](#)

Name of Legal Entity : LMR DEVELOPMENT LLC

Business Type : Limited Liability Company

SOS Business Number : 373092

Permit/License Details

License Number : LC0037275

Premises DBA : BELLA SALA

Premises Address : 205 S PARK RD TIFFIN IA 52340-7203

Permit/License Type : Class "C" Retail Alcohol License (LC)

Permit/License Length : 12 months

Permit/License Effective Date : 01-Feb-2026

Permit/License Expiration Date : 31-Jan-2027

Sales and Use Permit/License Number : 152022349

Premise Type : Special Event

Contact Name : MELISSA FONTANINI

Contact Phone : 319-594-8747

Contact Phone Extension :

Contact Email Address : melissa@bellasalaevents.com

Privileges

☒ Outdoor Service☐ Living Quarters☐ Catering

Provided description of the Outdoor Service area:



AGENDA INFORMATION
TIFFIN CITY COUNCIL COMMUNICATION

DATE: January 16, 2026

AGENDA ITEM: Resolution No. 2026-001 – Resolution Taking Additional Action to Enter into General Obligation Urban Renewal Loan Agreement and authorizing the use of a Preliminary Official Statement for the Sale of General Obligation Urban Renewal Bonds, Series 2026A

ACTION: Motion

Purpose

The purpose of this agenda item is to conduct the required public hearing on the City’s proposal to enter into a General Obligation Urban Renewal Loan Agreement in a principal amount not to exceed \$15,000,000, and to consider Resolution 2026-001, which constitutes the additional action required by law to proceed with the loan agreement and authorizes the use of the Preliminary Official Statement (P.O.S.) for the sale of General Obligation Urban Renewal Bonds, Series 2026A.

Background

Bond counsel Dorsey & Whitney LLP has prepared the required proceedings for the City Council’s January 20, 2026 meeting. These include:

- Minutes covering the public hearing,
- The resolution taking additional action on the proposed Loan Agreement, and
- Authorization for Northland Securities, Inc. to use the Preliminary Official Statement (P.O.S.) in marketing the bonds.

The Loan Agreement is intended to finance costs associated with the Community/Recreation Center Development Project, an urban renewal project previously authorized by the City Council on January 7, 2025.

The notice for the hearing has been published, and as of the preparation of the meeting packet, no petition requesting an election on the borrowing proposal has been filed with the City Clerk. If no petition is received prior to the hearing, the Council may proceed with adoption of the resolution.

Bond counsel notes that while they will review legal portions of the P.O.S., they are *not* serving as disclosure counsel unless separately engaged. City staff and Council are advised to review the P.O.S. carefully for accuracy before adoption.

The Loan Agreement, not to exceed **\$15,000,000**, will provide financing for the Community/Recreation Center Development Project. Debt service schedules, interest rates, and final terms will be determined upon issuance of the bonds following the February 3 meeting.

Recommendation

Staff recommends that the City Council Hold the public hearing as required. Adopt Resolution 2026-001, taking additional action to enter into the General Obligation Urban Renewal Loan Agreement and authorizing the use of the Preliminary Official Statement for the sale of the Series 2026A Bonds. Direct staff to continue working with Northland Securities and Dorsey & Whitney LLP to prepare for the February 3, 2026 bond sale proceedings.

Attachments: Resolution

MINUTES FOR HEARING ON LOAN
AGREEMENT AND AUTHORIZING
PRELIMINARY OFFICIAL STATEMENT
FOR SALE OF BONDS

436989-52

Tiffin, Iowa

January 20, 2026

The City Council of the City of Tiffin, Iowa, met on January 20, 2026, at 7:00 p.m., at the Tiffin Fire Station, Tiffin, Iowa.

The meeting was called to order by the Mayor, and the roll being called, the following named Council Members were present and absent:

Present: _____

Absent: _____.

This being the time and place specified for taking action on the proposal to enter into a General Obligation Loan Agreement and to borrow money thereunder in a principal amount not to exceed \$15,000,000, the City Clerk announced that no petition had been filed asking that the question of entering into the loan agreement be submitted to the registered voters of the City, and that the City Council may proceed with the authorization of the loan agreement. Whereupon, the Mayor called for any written or oral objections, and there being none, the Mayor closed the public hearing.

After due consideration and discussion, Council Member _____ introduced the resolution next hereinafter set out 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 hereinafter set out.

RESOLUTION NO. 2026-001

Resolution taking additional action to enter into General Obligation Urban Renewal Loan Agreement and authorizing the use of a Preliminary Official Statement for the sale of General Obligation Urban Renewal Bonds, Series 2026A

WHEREAS, the City of Tiffin (the “City”), in Johnson County, State of Iowa, pursuant to the provisions of Section 384.24A of the Code of Iowa, proposed to enter into a general obligation urban renewal loan agreement (the “Loan Agreement”) and to borrow money thereunder in a principal amount not to exceed \$15,000,000, pursuant to the provisions of Sections 384.24A and 384.24.3(q) of the Code of Iowa, for the purpose of paying the costs, to that extent of, undertaking the Community/Recreation Center Development Project, an urban renewal project in the Tiffin Urban Renewal Area which was previously authorized by action of the City Council on January 7, 2025; and in lieu of calling an election upon such proposal, has published notice of the proposed action and has held a hearing thereon, and as of January 20, 2026, no petition had been filed with the City asking that the question of entering into the Loan Agreement be submitted to the registered voters of the City; and

WHEREAS, a Preliminary Official Statement (the “P.O.S.”) has been prepared to facilitate the sale of the General Obligation Urban Renewal Bonds, Series 2026A (the “Bonds”) in evidence of the obligation of the City under the Loan Agreement, and it is now necessary to make provision for the approval of the P.O.S. and to authorize its use by Northland Securities, Inc. (the “Underwriter”), as the Underwriter of the issuance of the Bonds;

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 Loan Agreement in the future and orders that the 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. The City staff are hereby authorized to take such action as shall be deemed necessary and appropriate with the assistance of the Underwriter to prepare the P.O.S. describing the Bonds and providing for the terms and conditions of their sale, and all action heretofore taken in this regard is hereby ratified and approved.

Section 3. The use by the Underwriter of the P.O.S. relating to the Bonds in substantially the form as has been presented to and considered by the City is hereby approved, and the Underwriter is hereby authorized to prepare and use a final Official Statement for the Bonds substantially in the form of the P.O.S. but with such changes therein as are required to conform the same to the terms of the Bonds and the resolution, when adopted, providing for the sale and issuance of the Bonds, and the City Administrator and/or City Clerk, are hereby authorized and directed to execute a final Official Statement for the Bonds, if requested. The P.O.S. as of its date is deemed final by the City within the meaning of Rule 15(c)(2)-12 of the Securities and Exchange Commission.

Section 4. Further action with respect to the Loan Agreement and the Bonds is hereby adjourned to the City Council meeting scheduled for February 3, 2026.

Section 5. All resolutions or parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

Section 6. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

Passed and approved January 20, 2026.

Mayor

Attest:

City Clerk

• • • •

On motion and vote, the meeting adjourned.

Mayor

Attest:

City Clerk

ATTESTATION CERTIFICATE

STATE OF IOWA
JOHNSON COUNTY
CITY OF TIFFIN

SS:

I, the undersigned, City Clerk of the City of Tiffin, do hereby certify that as such I have in my possession or have access to the complete corporate records of the City and of its Council and officers and that I have carefully compared the transcript hereto attached with those corporate records and that the transcript hereto attached is a true, correct and complete copy of all the corporate records relating to the authorization of certain a Loan Agreement and the approval of a preliminary official statement, and that the transcript hereto attached contains a true, correct and complete statement of all the measures adopted and proceedings, acts and things had, done and performed up to the present time with respect thereto.

WITNESS MY HAND this _____ day of _____, 2026.

City Clerk



AGENDA INFORMATION
TIFFIN CITY COUNCIL COMMUNICATION

DATE: January 16, 2026

AGENDA ITEM: Resolution No. 2026-001 – Resolution Taking Additional Action to Enter into General Obligation Urban Renewal Loan Agreement and authorizing the use of a Preliminary Official Statement for the Sale of General Obligation Urban Renewal Bonds, Series 2026A

ACTION: Motion

Purpose

The purpose of this agenda item is to conduct the required public hearing on the City’s proposal to enter into a General Obligation Urban Renewal Loan Agreement in a principal amount not to exceed \$15,000,000, and to consider Resolution 2026-001, which constitutes the additional action required by law to proceed with the loan agreement and authorizes the use of the Preliminary Official Statement (P.O.S.) for the sale of General Obligation Urban Renewal Bonds, Series 2026A.

Background

Bond counsel Dorsey & Whitney LLP has prepared the required proceedings for the City Council’s January 20, 2026 meeting. These include:

- Minutes covering the public hearing,
- The resolution taking additional action on the proposed Loan Agreement, and
- Authorization for Northland Securities, Inc. to use the Preliminary Official Statement (P.O.S.) in marketing the bonds.

The Loan Agreement is intended to finance costs associated with the Community/Recreation Center Development Project, an urban renewal project previously authorized by the City Council on January 7, 2025.

The notice for the hearing has been published, and as of the preparation of the meeting packet, no petition requesting an election on the borrowing proposal has been filed with the City Clerk. If no petition is received prior to the hearing, the Council may proceed with adoption of the resolution.

Bond counsel notes that while they will review legal portions of the P.O.S., they are *not* serving as disclosure counsel unless separately engaged. City staff and Council are advised to review the P.O.S. carefully for accuracy before adoption.

The Loan Agreement, not to exceed **\$15,000,000**, will provide financing for the Community/Recreation Center Development Project. Debt service schedules, interest rates, and final terms will be determined upon issuance of the bonds following the February 3 meeting.

Recommendation

Staff recommends that the City Council Hold the public hearing as required. Adopt Resolution 2026-001, taking additional action to enter into the General Obligation Urban Renewal Loan Agreement and authorizing the use of the Preliminary Official Statement for the sale of the Series 2026A Bonds. Direct staff to continue working with Northland Securities and Dorsey & Whitney LLP to prepare for the February 3, 2026 bond sale proceedings.

Attachments: Resolution

MINUTES FOR HEARING ON LOAN
AGREEMENT AND AUTHORIZING
PRELIMINARY OFFICIAL STATEMENT
FOR SALE OF BONDS

436989-52

Tiffin, Iowa

January 20, 2026

The City Council of the City of Tiffin, Iowa, met on January 20, 2026, at 7:00 p.m., at the Tiffin Fire Station, Tiffin, Iowa.

The meeting was called to order by the Mayor, and the roll being called, the following named Council Members were present and absent:

Present: _____

Absent: _____.

This being the time and place specified for taking action on the proposal to enter into a General Obligation Loan Agreement and to borrow money thereunder in a principal amount not to exceed \$15,000,000, the City Clerk announced that no petition had been filed asking that the question of entering into the loan agreement be submitted to the registered voters of the City, and that the City Council may proceed with the authorization of the loan agreement. Whereupon, the Mayor called for any written or oral objections, and there being none, the Mayor closed the public hearing.

After due consideration and discussion, Council Member _____ introduced the resolution next hereinafter set out 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 hereinafter set out.

RESOLUTION NO. 2026-001

Resolution taking additional action to enter into General Obligation Urban Renewal Loan Agreement and authorizing the use of a Preliminary Official Statement for the sale of General Obligation Urban Renewal Bonds, Series 2026A

WHEREAS, the City of Tiffin (the “City”), in Johnson County, State of Iowa, pursuant to the provisions of Section 384.24A of the Code of Iowa, proposed to enter into a general obligation urban renewal loan agreement (the “Loan Agreement”) and to borrow money thereunder in a principal amount not to exceed \$15,000,000, pursuant to the provisions of Sections 384.24A and 384.24.3(q) of the Code of Iowa, for the purpose of paying the costs, to that extent of, undertaking the Community/Recreation Center Development Project, an urban renewal project in the Tiffin Urban Renewal Area which was previously authorized by action of the City Council on January 7, 2025; and in lieu of calling an election upon such proposal, has published notice of the proposed action and has held a hearing thereon, and as of January 20, 2026, no petition had been filed with the City asking that the question of entering into the Loan Agreement be submitted to the registered voters of the City; and

WHEREAS, a Preliminary Official Statement (the “P.O.S.”) has been prepared to facilitate the sale of the General Obligation Urban Renewal Bonds, Series 2026A (the “Bonds”) in evidence of the obligation of the City under the Loan Agreement, and it is now necessary to make provision for the approval of the P.O.S. and to authorize its use by Northland Securities, Inc. (the “Underwriter”), as the Underwriter of the issuance of the Bonds;

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 Loan Agreement in the future and orders that the 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. The City staff are hereby authorized to take such action as shall be deemed necessary and appropriate with the assistance of the Underwriter to prepare the P.O.S. describing the Bonds and providing for the terms and conditions of their sale, and all action heretofore taken in this regard is hereby ratified and approved.

Section 3. The use by the Underwriter of the P.O.S. relating to the Bonds in substantially the form as has been presented to and considered by the City is hereby approved, and the Underwriter is hereby authorized to prepare and use a final Official Statement for the Bonds substantially in the form of the P.O.S. but with such changes therein as are required to conform the same to the terms of the Bonds and the resolution, when adopted, providing for the sale and issuance of the Bonds, and the City Administrator and/or City Clerk, are hereby authorized and directed to execute a final Official Statement for the Bonds, if requested. The P.O.S. as of its date is deemed final by the City within the meaning of Rule 15(c)(2)-12 of the Securities and Exchange Commission.

Section 4. Further action with respect to the Loan Agreement and the Bonds is hereby adjourned to the City Council meeting scheduled for February 3, 2026.

Section 5. All resolutions or parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

Section 6. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

Passed and approved January 20, 2026.

Mayor

Attest:

City Clerk

• • • •

On motion and vote, the meeting adjourned.

Mayor

Attest:

City Clerk

ATTESTATION CERTIFICATE

STATE OF IOWA
JOHNSON COUNTY
CITY OF TIFFIN

SS:

I, the undersigned, City Clerk of the City of Tiffin, do hereby certify that as such I have in my possession or have access to the complete corporate records of the City and of its Council and officers and that I have carefully compared the transcript hereto attached with those corporate records and that the transcript hereto attached is a true, correct and complete copy of all the corporate records relating to the authorization of certain a Loan Agreement and the approval of a preliminary official statement, and that the transcript hereto attached contains a true, correct and complete statement of all the measures adopted and proceedings, acts and things had, done and performed up to the present time with respect thereto.

WITNESS MY HAND this _____ day of _____, 2026.

City Clerk



**AGENDA INFORMATION
TIFFIN CITY COUNCIL COMMUNICATION**

DATE: January 16, 2026

AGENDA ITEM: Resolution No. 2026-002 – Setting Public Hearing for Partial Acquisition & Temporary Easement – Iowa DOT Highway 6 Improvement Project (Parcel 4) & Notice of Proposed Sale and Conveyance

ACTION: Motion

Purpose

The purpose of this agenda item is to request City Council approval of Resolution 2026-002, which sets the date and time for a public hearing regarding the proposed partial acquisition and temporary easement required by the Iowa Department of Transportation (IDOT) for the Highway 6 Improvement Project (Project STPN-006-7(100)--2J-52, Parcel 4).

Additionally, this agenda item acknowledges the filing of a Notice of Public Hearing related to the sale and conveyance of City-owned real property associated with the same IDOT project, involving multiple small parcels identified in the acquisition plats.

Background

The Iowa DOT is proceeding with improvements to U.S. Highway 6 through Tiffin. As part of this project, the DOT requires a partial acquisition and temporary easement across certain City-owned property identified as Parcel 4. Under Iowa law, municipalities must hold a public hearing before conveying any interest in public property.

A separate Notice of Public Hearing has also been filed for the proposed conveyance of multiple parcels of City-owned land located in various parts of the Highway 6 corridor, totaling five distinct parcels (Plats 1–5). These parcels collectively support right-of-way needs for the DOT’s Highway 6 improvements. The associated purchase amount listed for the multi-parcel conveyance is \$6,125.00 and other valuable consideration.

Public Hearing Details

Per Resolution 2026-002, the public hearing for Parcel 4 is proposed as follows:

- **Date:** Tuesday, February 3, 2026
- **Time:** 7:00 p.m.
- **Location:** Tiffin Fire Station, 211 Main Street, Tiffin, Iowa 52340

The public hearing will allow residents to comment on the proposed conveyance, partial acquisition, and temporary easement necessary for IDOT’s project.

A Notice of Public Hearing has also been issued for the sale and conveyance of the additional acquisition parcels described in the accompanying document, with the same hearing date and time.

Property Descriptions

The parcels identified for proposed conveyance include property located in:

- Lot A of Reeve’s Addition Part One
- Auditor’s Parcel 99002
- NE¼ of the SW¼, SW¼, and Outlot B of Tiffin East

- Various segments of right-of-way along Highway 6

Each parcel includes detailed bearings and distances as shown on Acquisition Plats 1–5, which are included in the official file.

Parcel 4, identified separately in Resolution 2026-002, requires a partial acquisition and temporary easement specifically for the Highway 6 Improvement Project.

Fiscal Impact

The Iowa DOT has offered \$6,125.00 for the multi-parcel land conveyance associated with the Highway 6 improvements. Additional compensation, if any, for Parcel 4 will be detailed in subsequent acquisition documents.

Recommendation

Staff recommends that the City Council Approve Resolution 2026-002, thereby setting the public hearing for February 3, 2026 regarding the partial acquisition and temporary easement for Parcel 4

Attachments: Resolution & Public Hearing Notice

RESOLUTION NO. 2026-002

A RESOLUTION SETTING THE DATE FOR A PUBLIC HEARING ON THE PARTIAL ACQUISITION AND TEMPORARY EASEMENT REQUIRED FOR THE IOWA DOT HIGHWAY 6 IMPROVEMENT PROJECT (PROJECT NO. STPN-006-7(100)--2J-52, PARCEL 4)

WHEREAS, the Iowa Department of Transportation (Iowa DOT) is proceeding with the Highway 6 Improvement Project, identified as STPN--006-7(100)--2J-52; and

WHEREAS, the project requires a partial acquisition and a temporary easement across certain property owned by the City of Tiffin, identified as Parcel 4; and

WHEREAS, pursuant to Iowa law, the City Council must hold a public hearing prior to approval of the conveyance of any interest in City-owned property; and

WHEREAS, it is necessary and appropriate to set the date, time, and location for said public hearing.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Tiffin, Iowa, that a public hearing on the proposed partial acquisition and temporary easement for the Iowa DOT Highway 6 Improvement Project, Parcel 4, is hereby set for Tuesday, February 3, 2026, at 7:00 p.m. at the Tiffin Fire Station located at 211 Main Street, Tiffin, Iowa 52340;

On the 20th day of January, 2026, at a regular meeting of the Tiffin City Council, Tiffin, Iowa, Councilperson _____ introduced **RESOLUTION NO. 2026-002, A RESOLUTION SETTING THE DATE FOR A PUBLIC HEARING ON THE PARTIAL ACQUISITION AND TEMPORARY EASEMENT REQUIRED FOR THE IOWA DOT HIGHWAY 6 IMPROVEMENT PROJECT (PROJECT NO. STPN-006-7(100)--2J-52, PARCEL 4)**, 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. 2026-002, A RESOLUTION SETTING THE DATE FOR A PUBLIC HEARING ON THE PARTIAL ACQUISITION AND TEMPORARY EASEMENT REQUIRED FOR THE IOWA DOT HIGHWAY 6 IMPROVEMENT PROJECT (PROJECT NO. STPN-006-7(100)--2J-52, PARCEL 4)**, to be adopted and signified his approval of the same by affixing his signature thereto.

Passed by the City Council on the 20th day of January, 2026.

City of Tiffin

Tim Kasperek, Mayor

ATTEST: _____
Abigail Hora, City Clerk

Notice of Public Hearing

TO WHOM IT MAY CONCERN:

NOTICE is hereby given that there is now on file in the office of the Clerk of the City of Johnson, Iowa, Sale of Real Property and Delivery of Conveyance **Resolution No. 2026-003** under and by virtue of which it is proposed to sell and convey the following described real estate:

THE FEE SIMPLE TITLE GRANTED IS TO LAND DESCRIBED AS FOLLOWS:

Five parcels of land located in Lot "A" of Reeve's Addition Part One, an official plat in and forming a part of the City of Tiffin; Auditor's Parcel 99002 and part of the NE¼ of the SW¼; part of the SW¼; and part of Outlot 'B' of Tiffin East an official plat in and forming a part of the City of Tiffin, all in Section 27, Township 80 North, Range 07 West of the 5th P.M., City of Tiffin, Johnson County, Iowa as shown on Acquisition Plat Exhibit "A" Plat 1 of 5, Plat 2 of 5, Plat 3 of 5, Plat 4 of 5, and Plat 5 of 5, attached hereto and by reference made a part hereof and more particularly described as follows:

Parcel A Plat 1 of 5: Commencing at the center of Section 28, Township 80 North, Range 07 West of the 5th P.M.; thence along the West line of the SE¼ of said Section 28, S00°19'23"W, 710.39 feet; thence S89°40'37"E, 1397.06 feet to a point on the Northerly right of way of Primary Road U.S. 6, also being the South line of said Lot "A", also being the Point of Beginning; thence N04°32'37"E, 14.49 feet; thence N78°09'15"E, 17.69 FEET; thence along the East line of said Lot "A" S00°06'38"W, 19.58 feet to a point on said Northerly right of way, also being also being the South line of said Lot "A"; thence along said Northerly right of way and said South line 18.48 feet on a 41355.04 foot radius curve concave South, having a long chord bearing N85°21'09"W, 18.48 feet to the Point of Beginning. described area contains 303 square feet more or less and is subject to easements and restrictions of record.

AND

Parcel B Plat 2 of 5: Commencing at the S¼ Corner of said Section 27; thence along the East line of said SW¼, N00°36'46"E, 1586.64 feet; thence N89°23'14"W, 976.56 feet to a point on the North line of said Parcel 99002 also being the Southerly right of way of Primary Road U.S. 6 also being the Point of Beginning; thence S88°38'25"W, 149.88 feet; thence S57°54'02"W, 20.00 feet; thence N85°13'46"W, 67.00 feet; thence N04°46'14"E, 28.00 feet to a point on said existing Southerly right of way; thence along said existing Southerly right of way, S85°13'48"E, 232.02 feet to the Point of Beginning. Described area contains 3,421 square feet more or less and is subject to easements and restrictions of record.

AND

Parcel C Plat 3 of 5: Commencing at the S¼ Corner of said Section 27; thence along the East line of said SW¼, N00°36'46"E, 1621.08 feet; thence N89°23'14"W, 1450.34 feet to a point on the Southerly right of way of Primary Road U.S. 6 also being the Point of Beginning; thence S15°27'16"E, 20.25 feet; thence N81°32'17"W, 31.06 feet; thence N72°17'29"W, 75.92 feet to said existing Southerly right of way; thence along said existing Southerly right of way,

S85°13'48"E, 98.00 feet to the Point of Beginning. Described area contains 1,120 square feet more or less and is subject to easements and restrictions of record.

AND

Parcel D Plat 4 of 5: Commencing at the S¼ Corner of said Section 27; thence along the East line of said SW¼, N00°36'46"E, 1671.46 feet; thence N89°23'14"W, 2143.52 feet to a point on the existing Southerly right of way of Primary Road U.S. 6 also being the Point of Beginning; thence S67°33'16"W, 39.34 feet; thence N71°22'41"W, 75.15 feet to said existing Southerly right of way; thence along said existing Southerly right of way, S85°13'48"E, 107.95 feet to the point of beginning. Described area contains 971 square feet more or less and is subject to easements and restrictions of record.

AND

Plat E Plat 5 of 5: Commencing at the center of Section 28, Township 80 North Range 07 West of the 5th P.M.; thence along the West line of the SE¼ of said Section 28, S00°19'23"W, 863.96 feet; thence S89°40'37"E, 1438.34 feet to the NW Corner of said Outlot 'B', a point on the Southerly right of way of Primary Road U.S. 6 also being the Point of Beginning; thence S85°13'19"E, 100.61 feet along the North line of said Outlot 'B' and said Southerly right of way to the NE Corner of said Outlot 'B'; thence S71°56'59"W, 104.31 feet to the West line of said Outlot 'B'; thence along said West line, N01°31'03"W, 40.72 feet to the Point of Beginning. Described area contains 2,036 square feet more or less and is subject to easements and restrictions of record.

to the STATE OF IOWA for \$6,125.00 and Other Valuable Considerations in connection with its improvement of Primary Road No. U.S. 6.

Said Resolution and proposal to sell and convey said real estate will come up for public hearing before the Council of the City of Tiffin, Iowa, at 7:00 o'clock P.M., on the 3rd day of February, 2026, and said Resolution, and proposed Purchase Agreement and Quitclaim Deed are now on file in the office of the Clerk of the City of Tiffin, Iowa.

For further particulars, see said Resolution, and proposed Purchase Agreement and Quitclaim Deed now on file.

CITY OF TIFFIN, IOWA

By: Abigail Hora, City Clerk



AGENDA INFORMATION
TIFFIN CITY COUNCIL COMMUNICATION

DATE:	January 16, 2026
AGENDA ITEM:	Resolution No. 2026-003 – Street Light Resolution Adding Two (2) new Streetlights Along Roberts Ferry Road.
ACTION:	Motion

Purpose

The purpose of this agenda item is to present a request to add two new streetlights along Roberts Ferry Road and to seek Council approval of Street Lighting Resolution No. 2026-003.

Alliant Energy Field Designer Troy Andrews provided the following materials:

- The Street Light Resolution Form
- A rough installation estimate, based on trenching and excluding frost/adverse condition charges
- Location details and specifications for the two new lights

These documents form the basis for the proposed resolution to authorize installation.

Proposed Lighting Improvements

According to the attached Street Lighting Resolution (No. 2026-003), the City would direct Alliant Energy to install two new LED streetlights at the following locations:

1. Northwest Corner of Roberts Ferry Road and Oakdale Blvd
2. Approximately 420 feet north of Roberts Ferry Road and Oakdale Blvd in the west right-of-way

Specifications (per resolution form):

- **Quantity:** 2 new lights
- **Wattage:** 72W LED fixtures
- **Pole Type / Height:** 30-ft steel poles
- **Installation Method:** Trenching (estimate does not include frost or adverse weather condition charges)

Fiscal Impact

Alliant Energy provided a rough cost estimate, pending final conditions. Frost or adverse ground conditions may increase the final installation cost.

Recommendation

Staff recommends that the City Council Approve Resolution No. **2026-003** authorizing Alliant Energy to install two new LED streetlights on Roberts Ferry Road as outlined in the attached resolution; and Direct staff to coordinate with Alliant Energy for scheduling and final cost confirmation.

Attachments: Resolution



RESOLUTION NO. 2026-003
STREET LIGHTING RESOLUTION

The following Resolution No. 2026-003 was adopted by the City Council of the City of
Tiffin, Iowa at a meeting held on January 20, 20 26.

Be it resolved by the City Council of the City of Tiffin, Iowa, that Alliant Energy Inc.
is hereby directed to make the following changes to the existing system, at the locations described below (or shown on an
attached map made a part of this Resolution) according to the terms expressed in the IPL Tariff regarding street lights:

NEW INSTALLATION OR CHANGES IN EXISTING SYSTEM					
ADD NUMBER	DELETE NUMBER	WATTAGE	STYLE OF LUMINAIRE	TYPE AND HEIGHT OF POLE	WIRING (check one)
1. <u>1</u>		<u>72</u>	<u>LED</u>	<u>Steel 30ft</u>	☐ OH ☒ UG
2. <u>1</u>		<u>72</u>	<u>LED</u>	<u>Steel 30ft</u>	☐ OH ☒ UG
3. _____					☐ OH ☐ UG

LOCATION OF NEW INSTALLATION OR CHANGES	
1.	<u>North West Corner of Roberts Ferry and Oakdale BLVD</u>
2.	<u>420 feet North of Robert Ferry and Oakdale BLVD in West ROW</u>
3.	_____

City Official _____, Mayor

declared said Resolution duly passed and adopted the 20th
day of January, 20 26.

Attest _____

Title City Clerk



TIFFIN, IA

Expense Approval Report

By Fund

Payable Dates 1/20/2026 - 1/20/2026

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 001 - General Fund					
KNOX COMPANY	#INV-KA-478544	01/20/2026	KNOXCONNECT LICENSING	001-150-6419	721.00
THE DEPOT TIFFIN	00760384-293	01/20/2026	FUEL	001-150-6331	9.00
HARRYS CUSTOM TROPHIES	007836	01/20/2026	NAMEPLATES	001-650-6506	19.88
HARRYS CUSTOM TROPHIES	007838	01/20/2026	NAME TAGS, NAME PLATE	001-650-6506	75.28
COVE EQUIPMENT	01-171610	01/20/2026	KUBOTA - GLASS	001-430-6332	125.49
JOHNSON COUNTY SHERIFF	01202026	01/20/2026	JANUARY POLICE PROTECTION CONTRACT	001-110-6413	56,150.64
JOHNSON COUNTY EXTENSIO	01202026	01/20/2026	CERTIFICATES	001-430-6230	10.00
JOHNSON COUNTY RECORDER	01202026	01/20/2026	DECEMBER RECORDING FEES	001-640-6414	56.00
CULLIGAN WATER TECH	01202026	01/20/2026	WATER COOLER SERVICE	001-650-6504	33.95
BOLDT, DOUG	01202026	01/20/2026	MILAGE REIMBURSEMENT 11/1/25 - 12/31/25	001-650-6599	320.11
VISA	01202026 AH	01/20/2026	MAIL CHIMP	001-620-6419	80.25
VISA	01202026 AP	01/20/2026	PODCAST, REC UNIFORMS, COUNCIL FOOD	001-431-6507	1,777.49
VISA	01202026 AP	01/20/2026	PODCAST, REC UNIFORMS, COUNCIL FOOD	001-610-6230	58.29
VISA	01202026 AP	01/20/2026	PODCAST, REC UNIFORMS, COUNCIL FOOD	001-620-6419	97.55
VISA	01202026 BD	01/20/2026	PARK SIGN	001-430-6783	350.00
VISA	01202026 BH	01/20/2026	VEHICLE REPAIRS, BUILDING REPAIRS	001-150-6230	31.54
VISA	01202026 BH	01/20/2026	VEHICLE REPAIRS, BUILDING REPAIRS	001-150-6310	109.52
VISA	01202026 BH	01/20/2026	VEHICLE REPAIRS, BUILDING REPAIRS	001-150-6310	64.88
VISA	01202026 BH	01/20/2026	VEHICLE REPAIRS, BUILDING REPAIRS	001-150-6332	37.53
VISA	01202026 BH	01/20/2026	VEHICLE REPAIRS, BUILDING REPAIRS	001-150-6332	274.99
VISA	01202026 BH	01/20/2026	VEHICLE REPAIRS, BUILDING REPAIRS	001-150-6332	64.95
VISA	01202026 EP	01/20/2026	BOOKS, SUPPLIES	001-410-6419	74.00
VISA	01202026 EP	01/20/2026	BOOKS, SUPPLIES	001-410-6506	74.33
VISA	01202026 EP	01/20/2026	BOOKS, SUPPLIES	001-410-6507	195.34
VISA	01202026 EP	01/20/2026	BOOKS, SUPPLIES	001-410-6507	24.20
VISA	01202026 EP	01/20/2026	BOOKS, SUPPLIES	001-410-6507	326.37
VISA	01202026 EP	01/20/2026	BOOKS, SUPPLIES	001-410-6507	587.78
VISA	01202026 EP	01/20/2026	BOOKS, SUPPLIES	001-410-6507	269.34
VISA	01202026 EP	01/20/2026	BOOKS, SUPPLIES	001-410-6507	93.00
VISA	01202026 EP	01/20/2026	BOOKS, SUPPLIES	001-410-6507	191.32
VISA	01202026 EP	01/20/2026	BOOKS, SUPPLIES	001-410-6507	82.28
VISA	01202026 FD3812	01/20/2026	IGYM MEMBERSHIPS	001-150-6199	762.88
VISA	01202026 OC9275	01/20/2026	HOME BASE, POSTAGE	001-430-6507	96.30
VISA	01202026 OC9275	01/20/2026	HOME BASE, POSTAGE	001-650-6508	12.94
ABI HAYES	012020262	01/20/2026	MILAGE REIMBURSEMENT 12/29 - 12/31	001-650-6599	14.28
CORRIDOR ENERGY COOPERA	01202026C	01/20/2026	DEER VIEW PARK	001-430-6371	43.82
CORRIDOR ENERGY COOPERA	01202026D	01/20/2026	1708 BOARDWALK AVE	001-430-6371	27.00
MSA PROFESSIONAL SERVICES	024666	01/20/2026	VILLAGE DR/RFR SIGNAL DESIGN	001-610-6407	12,276.25
COVE EQUIPMENT	03-171691	01/20/2026	HITCH EXT/SKID PLATE, TRANSMISSION COVER	001-430-6507	490.00
TOTAL WATER TREATMENT SY	0621173	01/20/2026	9" CATION/ANION WEAKBASE	001-150-6504	428.50
HEIMAN FIRE EQUIPMENT	0950237-IN	01/20/2026	VEHICLE REPAIR	001-150-6332	433.74

Expense Approval Report

Payable Dates: 1/20/2026 - 1/20/2026

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
HEIMAN FIRE EQUIPMENT	0950364-IN	01/20/2026	LETTER PATCHES	001-150-6179	262.81
PHELAN TUCKER LAW LL	100426 CKR	01/20/2026	LEGAL FEES GENERAL	001-640-6411	1,280.00
PHELAN TUCKER LAW LL	100427 CKR	01/20/2026	LEGAL FEES SUBDIVISIONS & DEVELOPMENTS	001-640-6422	780.00
SOUTH SLOPE COOPERATIVE T	11161643	01/20/2026	TELEPHONE/INTERNET	001-150-6373	90.96
SOUTH SLOPE COOPERATIVE T	11161643	01/20/2026	TELEPHONE/INTERNET	001-650-6373	1,000.51
KARL EMERGENCY VEHICLES	13738	01/20/2026	TRACER 5-LAMP HOUSING	001-150-6332	1,071.94
HOLLYWOOD GRAPHICS	1859	01/20/2026	UNIFORMS	001-430-6181	892.06
AMAZON CAPITAL SERVICES	19PG-QRHW-JXL7	01/20/2026	BOOKS, PROGRAM SUPPLIES	001-410-6507	172.45
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	001-150-6332	13.72
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	001-410-6507	77.65
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	001-410-6507	54.60
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	001-410-6507	59.86
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	001-410-6507	66.60
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	001-410-6507	57.82
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	001-410-6507	47.43
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	001-410-6507	171.90
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	001-410-6507	157.33
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	001-410-6507	76.13
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	001-410-6507	51.72
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	001-410-6507	58.33
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	001-430-6181	20.00
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	001-430-6332	256.29
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	001-430-6332	54.71
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	001-430-6332	3.99
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	001-430-6332	45.00
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	001-430-6350	29.06
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	001-430-6507	10.24
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	001-430-6507	84.00
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	001-430-6507	17.75
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	001-430-6507	52.52
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	001-431-6419	75.63
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	001-431-6599	13.99
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	001-431-6599	17.99
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	001-431-6599	19.96
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	001-431-6599	24.29

Expense Approval Report

Payable Dates: 1/20/2026 - 1/20/2026

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	001-431-6599	13.99
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	001-650-6506	4.99
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	001-650-6506	21.34
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	001-650-6506	29.99
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	001-650-6506	34.55
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	001-650-6506	12.77
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	001-650-6506	97.00
FIRE SERVICE TRAINING BURE	261173	01/20/2026	HMAO WRITTEN & PRACTICAL FOR JASON FANG	001-150-6230	100.00
AT & T MOBILITY	287320821332X01062026	01/20/2026	FD IPADS	001-150-6373	186.72
AT & T MOBILITY	287342296585X01062026	01/20/2026	CELL PHONES	001-170-6373	63.27
CLEAR CREEK AMANA SCHOO	32	01/20/2026	1/2 INSTALL AUTOMATIC DOO	001-410-6507	2,308.40
IOWA ASSOCIATION OF MUNI	34040	01/20/2026	SGEI JAN-MARCH SAFETY TRAINING (Q3)	001-430-6230	1,395.17
WALKER WELDING	3802	01/20/2026	TOOL BOX, PLOW CUTTING EDGES	001-150-6504	635.17
WALKER WELDING	3904	01/20/2026	POST POUNDER ADAPTER	001-430-6504	14.39
HANCOCK WOOD WORKS	4081	01/20/2026	AWARDS	001-151-6299	2,100.00
ACCESS SYSTEMS LEASING	40928458	01/20/2026	PRINTER CONTRACT- CITY HALL & PW	001-150-6499	21.82
ACCESS SYSTEMS LEASING	40928458	01/20/2026	PRINTER CONTRACT- CITY HALL & PW	001-170-6499	43.65
ACCESS SYSTEMS LEASING	40928458	01/20/2026	PRINTER CONTRACT- CITY HALL & PW	001-431-6499	21.82
ACCESS SYSTEMS LEASING	40928458	01/20/2026	PRINTER CONTRACT- CITY HALL & PW	001-650-6499	218.25
JOHN DEERE FINANCIAL	5223282	01/20/2026	TOOLS, SUPPLIES, BOOTS	001-430-6181	112.47
JOHN DEERE FINANCIAL	5223282	01/20/2026	TOOLS, SUPPLIES, BOOTS	001-430-6181	71.24
EMSLRC	53987	01/20/2026	CPR TRAINING	001-160-6230	93.50
MIDAMERICAN ENERGY	575338670	01/20/2026	2803 HWY 6 NW	001-430-6371	260.96
MIDAMERICAN ENERGY	575350075	01/20/2026	300 RAILROAD ST	001-650-6371	99.71
MIDAMERICAN ENERGY	575353166	01/20/2026	211 MAIN ST - FD	001-150-6371	437.61
IOWA INTERSTATE RAILROAD,	734795	01/20/2026	MEHMEN AVE SIGNAL MAINTENANCE	001-210-6417	3,294.99
IOWA INTERSTATE RAILROAD,	734825	01/20/2026	BIKE PATH SIGNAL MAINTENANCE	001-210-6417	213.92
RELION INSURANCE SOLUTIO	77952	01/20/2026	WIND/HAIL BUYDOWN, FEES	001-660-6408	6,748.51
MENARDS	83859	01/20/2026	CASTER 2" PLASTC PLATE	001-650-6310	5.99
MENARDS	83910	01/20/2026	LUMBER, SCREWS	001-430-6783	478.79
BOUND TREE	86031133	01/20/2026	UNIFORMS	001-160-6181	170.82
BOUND TREE	86043372	01/20/2026	UNIFORMS	001-160-6181	666.33
LOWES BUSINESS ACCOUNT	98259	01/20/2026	TOOLS, SUPPLIES,	001-150-6504	153.76
LOWES BUSINESS ACCOUNT	98259	01/20/2026	TOOLS, SUPPLIES,	001-150-6504	19.92
LOWES BUSINESS ACCOUNT	98259	01/20/2026	TOOLS, SUPPLIES,	001-150-6504	14.15
LOWES BUSINESS ACCOUNT	98259	01/20/2026	TOOLS, SUPPLIES,	001-430-6332	38.84
LOWES BUSINESS ACCOUNT	98259	01/20/2026	TOOLS, SUPPLIES,	001-430-6504	9.48
LOWES BUSINESS ACCOUNT	98259	01/20/2026	TOOLS, SUPPLIES,	001-430-6504	3.59
LOWES BUSINESS ACCOUNT	98259	01/20/2026	TOOLS, SUPPLIES,	001-430-6507	10.41
LOWES BUSINESS ACCOUNT	98259	01/20/2026	TOOLS, SUPPLIES,	001-430-6507	9.20
THE GAZETTE	IN173757	01/20/2026	PRINTING/PUBLISHING NPH	001-640-6414	49.00
ACCESS SYSTEMS	INV1916542	01/20/2026	TECHNOLOGY SERVICES	001-150-6419	176.23
ACCESS SYSTEMS	INV1916542	01/20/2026	TECHNOLOGY SERVICES	001-170-6419	176.23
ACCESS SYSTEMS	INV1916542	01/20/2026	TECHNOLOGY SERVICES	001-431-6419	176.23
ACCESS SYSTEMS	INV1916542	01/20/2026	TECHNOLOGY SERVICES	001-620-6419	1,409.88

Expense Approval Report

Payable Dates: 1/20/2026 - 1/20/2026

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
FUSIONSITE MIDWEST, LLC	IP43164	01/20/2026	PARKS PORTABLE TOILET RENTALS	001-430-6497	236.91
VISA	OFFICE SUPPLIES, BREAKFAST	01/20/2026	OFFICE SUPPLIES, BREAKFAST W/SANTA, HOLIDAY HOOPLA	001-150-6599	7.24
VISA	OFFICE SUPPLIES, BREAKFAST	01/20/2026	OFFICE SUPPLIES, BREAKFAST W/SANTA, HOLIDAY HOOPLA	001-170-6507	7.24
VISA	OFFICE SUPPLIES, BREAKFAST	01/20/2026	OFFICE SUPPLIES, BREAKFAST W/SANTA, HOLIDAY HOOPLA	001-410-6507	7.24
VISA	OFFICE SUPPLIES, BREAKFAST	01/20/2026	OFFICE SUPPLIES, BREAKFAST W/SANTA, HOLIDAY HOOPLA	001-431-6599	981.23
VISA	OFFICE SUPPLIES, BREAKFAST	01/20/2026	OFFICE SUPPLIES, BREAKFAST W/SANTA, HOLIDAY HOOPLA	001-431-6599	14.30
VISA	OFFICE SUPPLIES, BREAKFAST	01/20/2026	OFFICE SUPPLIES, BREAKFAST W/SANTA, HOLIDAY HOOPLA	001-620-6419	16.00
VISA	OFFICE SUPPLIES, BREAKFAST	01/20/2026	OFFICE SUPPLIES, BREAKFAST W/SANTA, HOLIDAY HOOPLA	001-650-6506	18.66
VISA	OFFICE SUPPLIES, BREAKFAST	01/20/2026	OFFICE SUPPLIES, BREAKFAST W/SANTA, HOLIDAY HOOPLA	001-650-6506	30.98
VISA	OFFICE SUPPLIES, BREAKFAST	01/20/2026	OFFICE SUPPLIES, BREAKFAST W/SANTA, HOLIDAY HOOPLA	001-650-6599	7.24
CITY TRACTOR CO.	S56147	01/20/2026	CHAINSAW DIAGNOSTIC	001-430-6350	59.16
				Fund 001 - General Fund Total:	107,752.50
Fund: 110 - Road Use Tax					
COVE EQUIPMENT	01-171610	01/20/2026	KUBOTA - GLASS	110-210-6332	125.49
CORRIDOR ENERGY COOPERA	01202026	01/20/2026	HWY 6/PARK RD	110-230-6371	84.08
CORRIDOR ENERGY COOPERA	01202026A	01/20/2026	ROUNDAABOUT LIGHTS	110-230-6371	34.67
CORRIDOR ENERGY COOPERA	01202026B	01/20/2026	SIGN	110-230-6371	346.45
CORRIDOR ENERGY COOPERA	01202026E	01/20/2026	OAKDALE/PARK RD	110-230-6371	42.23
CORRIDOR ENERGY COOPERA	01202026F	01/20/2026	200 N PARK RD	110-230-6371	893.00
CORRIDOR ENERGY COOPERA	01202026H	01/20/2026	SECURITY LIGHT ONLY	110-230-6371	120.99
CORRIDOR ENERGY COOPERA	01202026J	01/20/2026	S PARK RD & HWY 6	110-230-6371	1,281.92
CORRIDOR ENERGY COOPERA	01202026K	01/20/2026	S PARK RD & HWY 6 OUTLET METER A	110-230-6371	118.75
CORRIDOR ENERGY COOPERA	01202026L	01/20/2026	LIGHTS AT VILLAGE DR	110-230-6371	68.70
COVE EQUIPMENT	03-171691	01/20/2026	401 DEER VIEW TRAFFIC SIGNALS	110-210-6507	490.00
US CELLULAR	0778930926	01/20/2026	HITCH EXT/SKID PLATE, TRANSMISSION COVER	110-210-6373	55.16
HOLLYWOOD GRAPHICS	1859	01/20/2026	CELL PHONES	110-210-6181	892.06
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	UNIFORMS	110-210-6181	19.99
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	110-210-6332	3.99
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	110-210-6332	54.71
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	110-210-6332	44.99
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	110-210-6332	256.28
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	110-210-6350	29.06
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	110-210-6507	84.00
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	110-210-6507	17.74
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	110-210-6507	10.24
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	110-210-6507	52.52
IOWA CHAPTER APWA	26642745	01/20/2026	SPRING CONFERENCE	110-210-6230	1,000.00
AT & T MOBILITY	287342296585X01062026	01/20/2026	CELL PHONES	110-210-6373	147.63
NEUMILLER ELECTRIC INC.	33931	01/20/2026	LIGHT POLE STRIGHTENING	110-230-6371	375.00

Expense Approval Report

Payable Dates: 1/20/2026 - 1/20/2026

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
IOWA ASSOCIATION OF MUNI	34040	01/20/2026	SGEI JAN-MARCH SAFETY TRAINING (Q3)	110-210-6230	1,395.17
WALKER WELDING	3802	01/20/2026	TOOL BOX, PLOW CUTTING EDGES	110-210-6507	635.17
WALKER WELDING	3904	01/20/2026	POST POUNDER ADAPTER	110-210-6504	14.38
ACCESS SYSTEMS LEASING	40928458	01/20/2026	PRINTER CONTRACT- CITY HALL & PW	110-210-6499	43.65
JOHN DEERE FINANCIAL	5223282	01/20/2026	TOOLS, SUPPLIES, BOOTS	110-210-6181	71.25
JOHN DEERE FINANCIAL	5223282	01/20/2026	TOOLS, SUPPLIES, BOOTS	110-210-6181	112.47
JOHN DEERE FINANCIAL	5223282	01/20/2026	TOOLS, SUPPLIES, BOOTS	110-210-6504	76.99
JOHN DEERE FINANCIAL	5223282	01/20/2026	TOOLS, SUPPLIES, BOOTS	110-210-6504	8.98
JOHN DEERE FINANCIAL	5223282	01/20/2026	TOOLS, SUPPLIES, BOOTS	110-210-6506	5.99
MATHESON TRI-GAS,DEPT.#30	52601999	01/20/2026	ACETYLENE, WELDING MIX, OXYGEN	110-210-6507	145.01
MIDAMERICAN ENERGY	575334857	01/20/2026	101 RAILROAD ST PW BUILDING	110-210-6371	362.59
MIDAMERICAN ENERGY	575340822	01/20/2026	201 RAILROAD ST MAINTENANCE SHED	110-210-6371	264.97
LOWES BUSINESS ACCOUNT	98259	01/20/2026	TOOLS, SUPPLIES,	110-210-6504	9.48
LOWES BUSINESS ACCOUNT	98259	01/20/2026	TOOLS, SUPPLIES,	110-210-6507	10.41
ACCESS SYSTEMS	INV1916542	01/20/2026	TECHNOLOGY SERVICES	110-210-6419	176.23
VISA	OFFICE SUPPLIES, BREAKFAST	01/20/2026	OFFICE SUPPLIES, BREAKFAST W/SANTA, HOLIDAY HOOPLA	110-210-6599	7.25
Fund 110 - Road Use Tax Total:					9,989.64
Fund: 112 - Employee Benefit					
PRINCIPAL LIFE INSURANCE	01202026	01/20/2026	LIFE INSURANCE	112-210-6150	51.54
PRINCIPAL LIFE INSURANCE	01202026	01/20/2026	LIFE INSURANCE	112-620-6150	51.54
WELLMARK	260070000275	01/20/2026	INSURANCE	112-150-6150	502.77
WELLMARK	260070000275	01/20/2026	INSURANCE	112-170-6150	2,346.25
WELLMARK	260070000275	01/20/2026	INSURANCE	112-210-6150	3,016.61
WELLMARK	260070000275	01/20/2026	INSURANCE	112-430-6150	837.95
WELLMARK	260070000275	01/20/2026	INSURANCE	112-610-6150	1,675.89
WELLMARK	260070000275	01/20/2026	INSURANCE	112-620-6150	1,340.71
Fund 112 - Employee Benefit Total:					9,823.26
Fund: 307 - Park Road Paving					
MSA PROFESSIONAL SERVICES	024642	01/20/2026	N PARK RD PROJECT	307-210-6407	3,357.37
Fund 307 - Park Road Paving Total:					3,357.37
Fund: 330 - Tiffin Firetruck					
HEIMAN FIRE EQUIPMENT	0950161-IN	01/20/2026	LETTERHEAD BARS, MARRY STRAPS	330-150-6499	1,980.23
PUBLIC SAFETY SOLUTIONS M	5555	01/20/2026	152 COMPUTER	330-150-6499	6,945.93
Fund 330 - Tiffin Firetruck Total:					8,926.16
Fund: 340 - Recreation Center					
ATURA ARCHITECTURE	202311100018	01/20/2026	CONSTRUCTION ADMIN	340-430-6407	13,915.20
Fund 340 - Recreation Center Total:					13,915.20
Fund: 600 - Water					
PRINCIPAL LIFE INSURANCE	01202026	01/20/2026	LIFE INSURANCE	600-810-6150	51.53
MEDIACOM	01202026	01/20/2026	INTERNET FOR WWTP	600-810-6373	119.15
VISA	01202026 BM	01/20/2026	VALVES, SOLENOID	600-810-6350	949.25
CORRIDOR ENERGY COOPERA	01202026G	01/20/2026	750 PARK RD WATER TOWER	600-810-6371	345.27
TYLER TECHNOLOGIES, INC	025-539341	01/20/2026	ONLINE ACH TRANSACTION FEES	600-810-6490	1,574.00
TYLER TECHNOLOGIES, INC	025-539787	01/20/2026	UB NOTIFICATION CALLS	600-810-6490	16.25
US CELLULAR	0778930926	01/20/2026	CELL PHONES	600-810-6373	55.17
VESSCO, INC	099894	01/20/2026	PROMINENT VALVE	600-810-6350	225.80
SOUTH SLOPE COOPERATIVE T	11161643	01/20/2026	TELEPHONE/INTERNET	600-810-6373	363.83
CHEM-SULT INC	16038	01/20/2026	CHEMICALS	600-810-6501	1,479.75
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	600-810-6181	27.98

Expense Approval Report

Payable Dates: 1/20/2026 - 1/20/2026

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	600-810-6181	65.97
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	600-810-6350	36.79
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	600-810-6504	103.92
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	600-810-6504	39.99
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	600-810-6504	3.41
AMAZON CAPITAL SERVICES	1FNM-43TD-QVWM	01/20/2026	OFFICE SUPPLIES, BOOKS, PARTS	600-810-6504	34.37
AMAZON CAPITAL SERVICES	1QFM-1NRY-P4WP	01/20/2026	TUBE HOUSING W/LATCHES	600-810-6504	59.28
WELLMARK	260070000275	01/20/2026	INSURANCE	600-810-6150	3,519.37
AT & T MOBILITY	287342296585X01062026	01/20/2026	CELL PHONES	600-810-6373	210.91
MASTER METER SYSTEMS INC	290688	01/20/2026	ANNUAL METER SUPPORT	600-810-6780	14,511.98
CARGILL INC	2911904812	01/20/2026	SALT FOR WATER PLANT	600-810-6501	6,139.69
STATE HYGIENIC LAB	314638	01/20/2026	WATER/SEWER TESTING	600-810-6511	83.00
IOWA ASSOCIATION OF MUNI	34040	01/20/2026	SGEI JAN-MARCH SAFETY TRAINING (Q3)	600-810-6230	1,395.17
ACCESS SYSTEMS LEASING	40928458	01/20/2026	PRINTER CONTRACT- CITY HALL & PW	600-810-6506	43.65
JOHN DEERE FINANCIAL	5223282	01/20/2026	TOOLS, SUPPLIES, BOOTS	600-810-6507	15.31
JOHN DEERE FINANCIAL	5223282	01/20/2026	TOOLS, SUPPLIES, BOOTS	600-810-6507	12.83
JOHN DEERE FINANCIAL	5223282	01/20/2026	TOOLS, SUPPLIES, BOOTS	600-810-6507	34.84
JOHN DEERE FINANCIAL	5223282	01/20/2026	TOOLS, SUPPLIES, BOOTS	600-810-6507	30.60
MIDAMERICAN ENERGY	575334857	01/20/2026	101 RAILROAD ST PW BUILDING	600-810-6371	120.86
MIDAMERICAN ENERGY	575340822	01/20/2026	201 RAILROAD ST MAINTENANCE SHED	600-810-6371	88.33
MIDAMERICAN ENERGY	575350075	01/20/2026	300 RAILROAD ST	600-810-6371	33.23
MIDAMERICAN ENERGY	575354907	01/20/2026	109 BROWN ST	600-810-6371	383.36
LOWES BUSINESS ACCOUNT	98259	01/20/2026	TOOLS, SUPPLIES,	600-810-6504	9.74
LOWES BUSINESS ACCOUNT	98259	01/20/2026	TOOLS, SUPPLIES,	600-810-6507	97.75
USA BLUE BOOK	INV00922563	01/20/2026	WATER/SEWER TESTING SUPPLIES	600-810-6507	435.65
USA BLUE BOOK	INV00928020	01/20/2026	WATER/SEWER TESTING SUPPLIES	600-810-6507	346.18
ACCESS SYSTEMS	INV1916542	01/20/2026	TECHNOLOGY SERVICES	600-810-6419	704.93
VISA	OFFICE SUPPLIES, BREAKFAST	01/20/2026	OFFICE SUPPLIES, BREAKFAST W/SANTA, HOLIDAY HOOPLA	600-810-6599	7.25
Fund 600 - Water Total:					33,776.34

Fund: 610 - Sewer

PRINCIPAL LIFE INSURANCE	01202026	01/20/2026	LIFE INSURANCE	610-815-6150	51.54
MEDIACOM	01202026	01/20/2026	INTERNET FOR WWTP	610-815-6371	119.15
CORRIDOR ENERGY COOPERA	01202026I	01/20/2026	200 S PARK RD	610-815-6371	211.67
MSA PROFESSIONAL SERVICES	024940	01/20/2026	SANITARY SEWER STUDY	610-815-6490	11,713.50
TYLER TECHNOLOGIES, INC	025-539341	01/20/2026	ONLINE ACH TRANSACTION FEES	610-815-6490	1,574.00
TYLER TECHNOLOGIES, INC	025-539787	01/20/2026	UB NOTIFICATION CALLS	610-815-6490	16.25
US CELLULAR	0778930926	01/20/2026	CELL PHONES	610-815-6373	55.18
SOUTH SLOPE COOPERATIVE T	11161643	01/20/2026	TELEPHONE/INTERNET	610-815-6373	363.83
SMITH SANITATION	251020046931	01/20/2026	WW PLANT DUMPSTER RENTAL	610-815-6490	175.00
WELLMARK	260070000275	01/20/2026	INSURANCE	610-815-6150	3,519.38
AT & T MOBILITY	287342296585X01062026	01/20/2026	CELL PHONES	610-815-6373	210.97
STATE HYGIENIC LAB	314638	01/20/2026	WATER/SEWER TESTING	610-815-6511	332.00
IOWA ASSOCIATION OF MUNI	34040	01/20/2026	SGEI JAN-MARCH SAFETY TRAINING (Q3)	610-815-6230	1,395.17
ACCESS SYSTEMS LEASING	40928458	01/20/2026	PRINTER CONTRACT- CITY HALL & PW	610-815-6506	43.66
JOHN DEERE FINANCIAL	5223282	01/20/2026	TOOLS, SUPPLIES, BOOTS	610-815-6507	9.98

Expense Approval Report

Payable Dates: 1/20/2026 - 1/20/2026

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MIDAMERICAN ENERGY	575334857	01/20/2026	101 RAILROAD ST PW BUILDING	610-815-6371	120.87
MIDAMERICAN ENERGY	575340822	01/20/2026	201 RAILROAD ST MAINTENANCE SHED	610-815-6371	88.33
MIDAMERICAN ENERGY	575350075	01/20/2026	300 RAILROAD ST	610-815-6371	33.23
MIDAMERICAN ENERGY	575354907	01/20/2026	109 BROWN ST	610-815-6371	383.37
HAWKINS, INC	7304232	01/20/2026	CHEMICALS	610-815-6501	1,217.50
LOWES BUSINESS ACCOUNT	98259	01/20/2026	TOOLS, SUPPLIES,	610-815-6310	178.96
USA BLUE BOOK	INV00922563	01/20/2026	WATER/SEWER TESTING SUPPLIES	610-815-6507	435.65
USA BLUE BOOK	INV00928020	01/20/2026	WATER/SEWER TESTING SUPPLIES	610-815-6507	346.18
IOWA PUMP WORKS	INV029812	01/20/2026	INSTALL SERVICES	610-815-6490	2,441.40
ACCESS SYSTEMS	INV1916542	01/20/2026	TECHNOLOGY SERVICES	610-815-6419	704.93
VISA	OFFICE SUPPLIES, BREAKFAST	01/20/2026	OFFICE SUPPLIES, BREAKFAST W/SANTA, HOLIDAY HOOPLA	610-815-6599	7.24
TITAN MACHINERY	SO0308218-1	01/20/2026	CEL FAULT CODES	610-815-6332	566.56
				Fund 610 - Sewer Total:	26,315.50
Fund: 670 - Recycling/Garbage					
JOHNSON COUNTY REFUSE IN	IC183145	01/20/2026	GARBAGE/RECYCLING 11/15 - 12/15	670-840-6499	11,990.00
JOHNSON COUNTY REFUSE IN	IC183145	01/20/2026	GARBAGE/RECYCLING 11/15 - 12/15	670-841-6499	27,769.50
JOHNSON COUNTY REFUSE IN	IC183145	01/20/2026	GARBAGE/RECYCLING 11/15 - 12/15	670-841-6499	4,289.50
				Fund 670 - Recycling/Garbage Total:	44,049.00
Fund: 740 - Storm Water					
MSA PROFESSIONAL SERVICES	024859	01/20/2026	DRAINAGE STUDY	740-865-6499	27.50
				Fund 740 - Storm Water Total:	27.50
				Grand Total:	257,932.47

Report Summary

Fund Summary

Fund	Payment Amount
001 - General Fund	107,752.50
110 - Road Use Tax	9,989.64
112 - Employee Benefit	9,823.26
307 - Park Road Paving	3,357.37
330 - Tiffin Firetruck	8,926.16
340 - Recreation Center	13,915.20
600 - Water	33,776.34
610 - Sewer	26,315.50
670 - Recycling/Garbage	44,049.00
740 - Storm Water	27.50
Grand Total:	257,932.47

Account Summary

Account Number	Account Name	Payment Amount
001-110-6413	POLICE PROTECTION CO	56,150.64
001-150-6179	BUNKER GEAR/PPE - FIR	262.81
001-150-6199	OTHER BENEFIT AND CO	762.88
001-150-6230	TRAINING - FIRE	131.54
001-150-6310	BUILDING REPAIRS - FIRE	174.40
001-150-6331	FUEL - FIRE	9.00
001-150-6332	VEHICLE REPAIRS - FIRE	1,896.87
001-150-6371	UTILITIES- FIRE	437.61
001-150-6373	TELEPHONE/COMMUNI	277.68
001-150-6419	TECHNOLOGY SERVICES-	897.23
001-150-6499	OTHER CONTRACTUAL S	21.82
001-150-6504	MINOR EQUIPMENT - FI	1,251.50
001-150-6599	OTHER SUPPLIES - FIRE	7.24
001-151-6299	LENGTH OF SERVICE AW	2,100.00
001-160-6181	UNIFORM ALLOWANCE -	837.15
001-160-6230	TRAINING - EMS	93.50
001-170-6373	TELEPHONE/COMMUNI	63.27
001-170-6419	TECHNOLOGY SERVICES-	176.23
001-170-6499	OTHER CONTRACTUAL S	43.65
001-170-6507	OPERATING SUPPLIES-B	7.24
001-210-6417	RAILROAD CROSSING M	3,508.91
001-410-6419	TECHNOLOGY SERVICES	74.00
001-410-6506	OFFICE SUPPLIES - LIBRA	74.33
001-410-6507	OPERATING SUPPLIES - L	5,137.09
001-430-6181	UNIFORM ALLOWANCE -	1,095.77
001-430-6230	TRAINING - PARKS	1,405.17
001-430-6332	VEHICLE REPAIRS - PARK	524.32
001-430-6350	OPER EQUIP REPAIR - PA	88.22
001-430-6371	UTILITIES-PARKS	331.78
001-430-6497	RESTROOM SERVICES - P	236.91
001-430-6504	MINOR EQUIPMENT - PA	27.46
001-430-6507	OPERATING SUPPLIES - P	770.42
001-430-6783	CITY PARK IMPROVEME	828.79
001-431-6419	TECHNOLOGY SERVICES-	251.86
001-431-6499	OTHER CONTRACTUAL S	21.82
001-431-6507	UNIFORMS - RECREATIO	1,777.49
001-431-6599	OTHER SUPPLIES - RECR	1,085.75
001-610-6230	TRAINING - ADMIN/COU	58.29
001-610-6407	ENGINEERING - ADMIN/	12,276.25
001-620-6419	TECHNOLOGY SERVICES	1,603.68
001-640-6411	LEGAL FEES - GENERAL	1,280.00
001-640-6414	PRINTING/PUBLISHING	105.00
001-640-6422	LEGAL FEES- DEVELOPE	780.00

Account Summary

Account Number	Account Name	Payment Amount
001-650-6310	BUILDINGS & GROUNDS	5.99
001-650-6371	UTILITIES-CITY HALL	99.71
001-650-6373	TELEPHONE/COMM-CIT	1,000.51
001-650-6499	OTHER CONTRACTUAL S	218.25
001-650-6504	MINOR EQUIPMENT	33.95
001-650-6506	OFFICE SUPPLIES	345.44
001-650-6508	POSTAGE	12.94
001-650-6599	MISCELLANEOUS EXPEN	341.63
001-660-6408	INSURANCE-PROPERTY I	6,748.51
110-210-6181	UNIFORM ALLOWANCE -	1,095.77
110-210-6230	TRAINING - RUT STREET	2,395.17
110-210-6332	VEHICLE REPAIRS - RUT S	485.46
110-210-6350	OPER EQUIP REPAIR - RU	29.06
110-210-6371	UTILITIES - RUT STREETS	627.56
110-210-6373	TELEPHONE/COMMUNI	202.79
110-210-6419	TECHNOLOGY SERVICES-	176.23
110-210-6499	OTHER CONTRACTUAL S	43.65
110-210-6504	MINOR EQUIPMENT - R	109.83
110-210-6506	OFFICE SUPPLIES - RUT S	5.99
110-210-6507	OPERATING SUPPLIES -R	1,445.09
110-210-6599	OTHER SUPPLIES-RUT ST	7.25
110-230-6371	STREET LIGHTS - UTILITY	3,365.79
112-150-6150	GROUP INSURANCE - FIR	502.77
112-170-6150	GROUP INSURANCE - BU	2,346.25
112-210-6150	GROUP INSURANCE - ST	3,068.15
112-430-6150	GROUP INSURANCE - PA	837.95
112-610-6150	GROUP INSURANCE - CIT	1,675.89
112-620-6150	GROUP INSURANCE - CL	1,392.25
307-210-6407	ENGINEERING- NORTH P	3,357.37
330-150-6499	CONTRACTUAL- FIRETRU	8,926.16
340-430-6407	ENGINEERING- RECREATI	13,915.20
600-810-6150	GROUP INSURANCE - W	3,570.90
600-810-6181	UNIFORM ALLOWANCE -	93.95
600-810-6230	TRAINING - WATER	1,395.17
600-810-6350	OPERATIONAL EQUIP RE	1,211.84
600-810-6371	UTILITIES - WATER	971.05
600-810-6373	TELEPHONE/COMM-WA	749.06
600-810-6419	TECHNOLOGY SERVICES	704.93
600-810-6490	OTHER PROFESSIONAL S	1,590.25
600-810-6501	CHEMICALS	7,619.44
600-810-6504	MINOR EQUIPMENT	250.71
600-810-6506	OFFICE SUPPLIES	43.65
600-810-6507	OPERATING SUPPLIES	973.16
600-810-6511	WATER TESTING SUPPLIE	83.00
600-810-6599	OTHER SUPPLIES	7.25
600-810-6780	WATER METERS	14,511.98
610-815-6150	GROUP INSURANCE - SE	3,570.92
610-815-6230	TRAINING - SEWER	1,395.17
610-815-6310	BUILDING REPAIR/MAIN	178.96
610-815-6332	VEHICLE REPAIRS - SEWE	566.56
610-815-6371	UTILITIES - SEWER	956.62
610-815-6373	TELEPHONE/COMM-SE	629.98
610-815-6419	TECHNOLOGY SERVICES	704.93
610-815-6490	OTHER PROFESSIONAL S	15,920.15
610-815-6501	CHEMICALS	1,217.50
610-815-6506	OFFICE SUPPLIES	43.66
610-815-6507	OPERATING SUPPLIES	791.81
610-815-6511	SEWER TESTING SUPPLIE	332.00

Account Summary

Account Number	Account Name	Payment Amount
610-815-6599	OTHER SUPPLIES	7.24
670-840-6499	RECYCLING CONTRACT	11,990.00
670-841-6499	GARBAGE CONTRACT	32,059.00
740-865-6499	CONTRACTUAL SERVICES	27.50
Grand Total:		257,932.47

Project Account Summary

Project Account Key	Payment Amount
None	257,932.47
Grand Total:	257,932.47



AGENDA INFORMATION
TIFFIN CITY COUNCIL COMMUNICATION

DATE:	January 16, 2026
AGENDA ITEM:	Consideration of Pay Application #8 – Miron Construction, Recreation Center
ACTION:	Motion

Purpose

The purpose of this agenda item is to request Council approval of Pay Application No. 8 submitted by Miron Construction Co., Inc. for work completed on the Tiffin Community Recreation Center through the pay period ending December 31, 2025.

Background

Miron Construction, the Construction Manager/General Contractor for the Recreation Center, has submitted Pay Application No. 8, dated **January 5, 2026**.

The application includes detailed AIA G702/G703 documentation, continuation sheets, subcontractor invoices, and insurance certificates.

The pay application summarizes all work completed to date and calculates the payment due for this period after retainage.

Fiscal Impact

The current pay request totals \$201,739.63, funded through the Recreation Center capital project budget and consistent with the approved contract and change order authorizations. The City has verified budget adequacy for the payment.

Recommendation

Staff recommends that the City Council approve Pay Application No. 8 to Miron Construction Co., Inc. in the amount of \$201,739.63 for work completed on the Tiffin Community Recreation Center through December 31, 2025.

Attachments Pay Application

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.: 8
PERIOD TO: 12/31/2025
PROJECT NOS.: 250120
INVOICE NO.: 250120-0008

Distribution to:
☐ OWNER
☐ ARCHITECT
☐ CONTRACTOR
☐

FROM Miron Construction Co., Inc.
CONTRACTOR: PO Box 1372
Green Bay, WI 54305-1372

ARCHITECT: Atura Architecture
912 North 13th Street
Clear Lake, IA 50428

CONTRACT DATE: 11/19/2024

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 \$ -1,042,001.88
3. CONTRACT SUM TO DATE (Line 1 +/- 2) \$ 11,393,140.12
4. TOTAL COMPLETED & STORED TO DATE \$ 3,980,128.09

(Column G on G703)

5. RETAINAGE:

(Total retainage Column I of G703) \$ 199,006.41

6. TOTAL EARNED LESS RETAINAGE \$ 3,781,121.68

(Line 4 less Line 5 Total)

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT

(Line 6 from prior Certificate) \$ 2,928,415.34

8. CURRENT PAYMENT DUE \$ 852,706.34

9. BALANCE TO FINISH, INCLUDING RETAINAGE

(Line 3 less Line 6) \$ 7,612,018.44

CHANGE ORDER SUMMARY		ADDITIONS	DEDUCTIONS
Change Order approved in previous months by Owner		0.00	-1,042,001.88
APPROVED THIS MONTH			
Number	Date Approved		
Current Total:		0.00	0.00
Net Change by Change Orders			-1,042,001.88

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: January 04, 2026

State of: Wisconsin

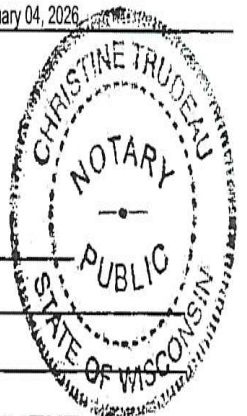
County of: Winnebago

Subscribed and sworn to before

me this 04 day of January 2026

Notary 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 \$ 852,706.34

(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.)

By: _____

City of Tiffin

ARCHITECT: Atura Architecture

By: [Signature] Date: 1/8/2026

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: 8

APPLICATION DATE: 01/05/2026

INVOICE NO.:

PERIOD TO: 12/31/2025

250120-0008

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	172,953.00	31,446.00	0.00	204,399.00	41	298,737.00	10,219.95
010	General Requirements	206,878.00	0.00	206,878.00	34,074.49	11,828.53	0.00	45,903.02	22	160,974.98	2,295.18
015	Construction Manager Contingency	567,585.00	-115,166.86	452,418.14	0.00	0.00	0.00	0.00	0	452,418.14	0.00
016	Owner Contingency	0.00	225,451.17	225,451.17	0.00	0.00	0.00	0.00	0	225,451.17	0.00
020	Construction Fee	500,822.00	-42,001.00	458,821.00	331,942.22	36,179.06	0.00	368,121.28	80	90,699.72	18,406.02
025	Preconstruction Services	10,000.00	0.00	10,000.00	10,000.00	0.00	0.00	10,000.00	100	0.00	500.00
030	Railroad Insurance	5,050.00	0.00	5,050.00	5,050.00	0.00	0.00	5,050.00	100	0.00	252.50
035	Cast In Place Concrete	813,985.00	87,869.92	901,854.92	395,835.89	42,285.05	0.00	438,120.94	49	463,733.98	21,906.05
040	Masonry	344,553.00	-167,058.00	177,495.00	31,927.53	87,992.47	0.00	119,920.00	68	57,575.00	5,996.00
045	Steel Fabrication and Erection	987,710.00	97,290.00	1,085,000.00	39,056.00	97,573.01	0.00	136,629.01	13	948,370.99	6,831.46
050	General Trades	327,150.00	71,718.84	398,868.84	5,076.97	0.00	0.00	5,076.97	1	393,791.87	253.85
055	Rolling Doors and Shutters	6,890.00	1,870.00	8,760.00	0.00	0.00	0.00	0.00	0	8,760.00	0.00
060	Alum Windows, Entrances, Glass/Glazing	611,932.00	-222,632.00	389,300.00	0.00	0.00	0.00	0.00	0	389,300.00	0.00
065	Gypsum Board Systems	320,909.00	-107,219.00	213,690.00	0.00	0.00	0.00	0.00	0	213,690.00	0.00
070	Tile	13,129.00	2,934.00	16,063.00	0.00	0.00	0.00	0.00	0	16,063.00	0.00
075	Suspended Acoustical Ceiling and Panels	117,427.00	-27,246.00	90,181.00	0.00	0.00	0.00	0.00	0	90,181.00	0.00
080	Resilient Athletic Flooring	269,255.00	-42,255.00	227,000.00	0.00	0.00	0.00	0.00	0	227,000.00	0.00
085	Wood Athletic Flooring	240,000.00	-40,307.00	199,693.00	9,985.00	0.00	0.00	9,985.00	5	189,708.00	499.25
090	Resilient Flooring, Base and Carpet	67,829.00	-46,219.00	21,610.00	0.00	0.00	0.00	0.00	0	21,610.00	0.00
095	Painting and Wall Covering	161,504.00	-72,450.50	89,053.50	0.00	0.00	0.00	0.00	0	89,053.50	0.00
100	Building Signage	80,097.00	5,403.00	85,500.00	0.00	0.00	0.00	0.00	0	85,500.00	0.00
105	Athletic Equipment	300,600.00	12,745.00	313,345.00	15,667.00	0.00	0.00	15,667.00	5	297,678.00	783.35

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: 8

APPLICATION DATE: 01/05/2026

INVOICE NO.:

PERIOD TO: 12/31/2025

250120-0008

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					
110	Metal Building Systems	1,997,300.00	24,775.83	2,022,075.83	1,315,457.80	331,706.45	0.00	1,647,164.25	81	374,911.58	82,358.21
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	-46,930.90	157,189.10	0.00	0.00	0.00	0.00	0	157,189.10	0.00
125	Plumbing	383,200.00	-61,603.00	321,597.00	41,925.00	13,631.00	0.00	55,556.00	17	266,041.00	2,777.80
130	HVAC	935,847.00	-215,897.00	719,950.00	9,775.00	2,580.00	14,650.00	27,005.00	4	692,945.00	1,350.25
135	Electrical	823,355.00	-114,490.01	708,864.99	76,163.88	49,229.00	158,750.00	284,142.88	40	424,722.11	14,207.14
140	Earthwork	315,386.00	11,601.70	326,987.70	285,101.44	0.00	0.00	285,101.44	87	41,886.26	14,255.07
145	Aggregate Piers	135,379.00	0.00	135,379.00	135,379.00	0.00	0.00	135,379.00	100	0.00	6,768.95
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	-5,500.00	39,500.00	0.00	0.00	0.00	0.00	0	39,500.00	0.00
165	Site Utilities	64,708.00	75,782.88	140,490.88	137,400.38	3,090.50	0.00	140,490.88	100	0.00	7,024.55
166	Landscaping	0.00	97,075.00	97,075.00	20,360.00	0.00	0.00	20,360.00	21	76,715.00	1,018.00
170	Testing & Inspections Allowance	40,000.00	0.00	40,000.00	6,801.75	10,559.50	0.00	17,361.25	43	22,638.75	868.07
175	New Utility Services Allowance	40,000.00	-14,543.95	25,456.05	2,610.12	6,085.05	0.00	8,695.17	34	16,760.88	434.76
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	-35,000.00	0.00	0.00	0.00	0.00	0.00	0	0.00	0.00
195	Lobby Alternate Ceiling Allowance	45,000.00	-45,000.00	0.00	0.00	0.00	0.00	0.00	0	0.00	0.00
200	Data Cabling & Backbone Allowance	250,000.00	-250,000.00	0.00	0.00	0.00	0.00	0.00	0	0.00	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

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: 8

APPLICATION DATE: 01/05/2026

INVOICE NO.:

PERIOD TO: 12/31/2025

250120-0008

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					
215	Landscaping Allowance	75,000.00	-75,000.00	0.00	0.00	0.00	0.00	0.00	0	0.00	0.00
220	Unreleased Add #3 Allowance	10,000.00	-10,000.00	0.00	0.00	0.00	0.00	0.00	0	0.00	0.00
Project Total:		12,435,142.00	-1,042,001.88	11,393,140.12	3,082,542.47	724,185.62	173,400.00	3,980,128.09	35	7,413,012.03	199,006.41

AIA DOCUMENT G703 - APPLICATION AND CERTIFICATE FOR PAYMENT

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

Application and Certificate For Payment

To Owner: Miron Constuction INC 335 French Ct SW Cedar Rapids, IA 52404	Project: Tiffin Rec Center BP2 335 French Ct SW Cedar Rapids, IA 52404	Application No: 4 Date: 12/12/2025
From Price Electric (Contractor): 405 N Troy Rd Robins, IA 52328	Contractor Job Number: CA-250877	Period To: 12/31/25
	Via (Architect):	Architect's Project No:
Phone: 319 393-6406	Contract For:	Contract Date:

Contractor's Application For Payment

Change Order Summary	Additions	Deductions
Change orders approved in previous months by owner	2,751.89	-7,358.01
Change orders approved this month		
NumberDate Approved		
Totals		
Net change by change orders	-4,606.12	

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.

Contractor:

By: _____ Date: _____

State of: _____ County of: _____

Subscribed and sworn to before me this ____ day of _____,

_____ (year). Notary public: _____

My commission expires _____.

Original contract sum	677,940.00
Net change by change orders	-4,606.12
Contract sum to date	673,333.88
Total completed and stored to date	284,142.88
Retainage	
3.0% of completed work	3,761.79
3.0% of stored material	4,762.50
Total retainage	8,524.29
Total earned less retainage	275,618.59
Less previous certificates of payment	73,878.96
0.000% of taxable amount	0.00
No Sales or Use Tax	
Current sales tax	0.00

Current payment due	201,739.63
Balance to finish, including retainage	397,715.29

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 the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the Amount Certified.

Amount Certified: \$ _____

Architect:

By: _____ Date: _____

This Certification 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.

Application and Certificate For Payment -- page 2

To Owner: Miron Constuction INC
 From (Contractor): Price Electric
 Project: Tiffin Rec Center BP2

Application No: 4 Date: 12/12/25 Period To: 12/31/25
 Contractor's Job Number: CA-250877
 Architect's Project No:

Item Number	Description	Scheduled Value	Work Completed		Materials Presently Stored	Completed and Stored to Date	%	Balance to Finish	Retention	Memo
			Previous Application	This Period						
003	Demo	720.00	720.00	0.00	0.00	720.00	100.00	0.00	21.60	
005	Temp Power/Light	5,400.00	1,350.00	0.00	0.00	1,350.00	25.00	4,050.00	40.50	
010	Underground - Labor	41,000.00	24,600.00	6,150.00	0.00	30,750.00	75.00	10,250.00	922.50	
011	Boring	4,400.00	4,400.00	0.00	0.00	4,400.00	100.00	0.00	132.00	
015	Underground - Material	20,000.00	10,000.00	4,000.00	0.00	14,000.00	70.00	6,000.00	420.00	
020	Branch Rough-in - Labor	99,000.00	0.00	14,850.00	0.00	14,850.00	15.00	84,150.00	445.50	
025	Branch Rough-in - Material	44,770.00	0.00	8,954.00	0.00	8,954.00	20.00	35,816.00	268.62	
030	Feeder Rough-in - Labor	11,250.00	5,625.00	2,250.00	0.00	7,875.00	70.00	3,375.00	236.25	
035	Feeder Rough-in - Material	15,000.00	6,750.00	3,750.00	0.00	10,500.00	70.00	4,500.00	315.00	
040	Branch Wire - Labor	19,350.00	0.00	0.00	0.00	0.00	0.00	19,350.00	0.00	
045	Branch Wire - Material	23,000.00	0.00	0.00	0.00	0.00	0.00	23,000.00	0.00	
050	Feeder Wire - Labor	6,750.00	0.00	0.00	0.00	0.00	0.00	6,750.00	0.00	
055	Feeder Wire - Material	28,000.00	0.00	0.00	0.00	0.00	0.00	28,000.00	0.00	
060	Gear/Equipment - Labor	6,300.00	0.00	0.00	0.00	0.00	0.00	6,300.00	0.00	
065	Gear/Equipment - Material	45,000.00	0.00	0.00	33,750.00	33,750.00	75.00	11,250.00	1,012.50	
070	Lighting - Labor	21,600.00	0.00	0.00	0.00	0.00	0.00	21,600.00	0.00	
075	Lighting - Material	125,000.00	0.00	0.00	125,000.00	125,000.00	100.00	0.00	3,750.00	
080	Devices - Labor	4,950.00	0.00	0.00	0.00	0.00	0.00	4,950.00	0.00	
085	Devices - Material	15,000.00	0.00	0.00	0.00	0.00	0.00	15,000.00	0.00	
160	Fire Alarm Cable- Labor	2,925.00	0.00	0.00	0.00	0.00	0.00	2,925.00	0.00	
161	Fire Alarm Device - Labor	2,925.00	0.00	0.00	0.00	0.00	0.00	2,925.00	0.00	
165	Fire Alarm - Material	26,000.00	0.00	0.00	0.00	0.00	0.00	26,000.00	0.00	
225	Data/Comm - Material	50,000.00	0.00	0.00	0.00	0.00	0.00	50,000.00	0.00	
532	Pre-Fab	22,000.00	4,400.00	3,300.00	0.00	7,700.00	35.00	14,300.00	231.00	
600	Project Management	4,500.00	1,350.00	450.00	0.00	1,800.00	40.00	2,700.00	54.00	
610	BIM Services	8,100.00	6,075.00	2,025.00	0.00	8,100.00	100.00	0.00	243.00	

Application and Certificate For Payment -- page 3

To Owner: Miron Constuction INC

From (Contractor): Price Electric

Project: Tiffin Rec Center BP2

Application No: 4

Contractor's Job Number: CA-250877

Architect's Project No:

Date: 12/12/25

Period To: 12/31/25

Item Number	Description	Scheduled Value	Work Completed		Materials Presently Stored	Completed and Stored to Date	%	Balance to Finish	Retention	Memo
			Previous Application	This Period						
710	Mobilization	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00	0.00	300.00	
900	Rental	10,000.00	3,000.00	1,000.00	0.00	4,000.00	40.00	6,000.00	120.00	
901	Submittals	5,000.00	2,500.00	2,500.00	0.00	5,000.00	100.00	0.00	150.00	
RFC-001	ASI-02 Transformer Pad	2,751.89	2,751.89	0.00	0.00	2,751.89	100.00	0.00	82.56	
RFC-002	Deduct to change to MC cable	-7,358.01	-7,358.01	0.00	0.00	-7,358.01	100.00	0.00	-220.74	
Application Total		673,333.88	76,163.88	49,229.00	158,750.00	284,142.88	42.20	389,191.00	8,524.29	



EVIDENCE OF COMMERCIAL PROPERTY INSURANCE

DATE (MM/DD/YYYY)

12/16/2025

THIS EVIDENCE OF COMMERCIAL PROPERTY INSURANCE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE ADDITIONAL INTEREST NAMED BELOW. THIS EVIDENCE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS EVIDENCE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE ADDITIONAL INTEREST.

PRODUCER NAME, CONTACT PERSON AND ADDRESS Arthur J. Gallagher Risk Management Services, LLC 245 South Executive Drive, Suite 200 Brookfield, WI 53005		PHONE (A/C, No, Ext): 800-345-0275	COMPANY NAME AND ADDRESS Underwriters at Lloyd's, London One Lime Street London, EC3M 7HA		NAIC NO: 32727
FAX (A/C, No): 262-792-1712	E-MAIL ADDRESS: doreen_eastman@ajg.com		IF MULTIPLE COMPANIES, COMPLETE SEPARATE FORM FOR EACH		
CODE:	SUB CODE:		POLICY TYPE		
AGENCY CUSTOMER ID #:					
NAMED INSURED AND ADDRESS Consolidated Electrical Distributors, Inc. 1920 Westridge Dr Irving TX 75038-2901			LOAN NUMBER	POLICY NUMBER B1262SM0884724	
ADDITIONAL NAMED INSURED(S) 0985			EFFECTIVE DATE 11/01/2024	EXPIRATION DATE 12/31/2025	☐ CONTINUED UNTIL TERMINATED IF CHECKED
			THIS REPLACES PRIOR EVIDENCE DATED: 12/4/2025		

PROPERTY INFORMATION (ACORD 101 may be attached if more space is required) ☐ BUILDING OR ☒ BUSINESS PERSONAL PROPERTY

LOCATION / DESCRIPTION CONTACT: CONSOLIDATED ELECTRICAL DISTRIBUTORS DBA ELECTRICAL ENGINEERING AND EQUIPMENT 3220 12th St SW Cedar Rapids, IA 52404 PC 0985 See Attached...
THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS EVIDENCE OF PROPERTY INSURANCE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

COVERAGE INFORMATION		PERILS INSURED	BASIC	BROAD	☒	SPECIAL	
COMMERCIAL PROPERTY COVERAGE AMOUNT OF INSURANCE: \$75,000,000		DED:					
	YES	NO	N/A				
☐ BUSINESS INCOME ☐ RENTAL VALUE			X	If YES, LIMIT:	Actual Loss Sustained; # of months:		
BLANKET COVERAGE			X	If YES, indicate value(s) reported on property identified above: \$			
TERRORISM COVERAGE			X	Attach Disclosure Notice / DEC			
IS THERE A TERRORISM-SPECIFIC EXCLUSION?			X				
IS DOMESTIC TERRORISM EXCLUDED?			X				
LIMITED FUNGUS COVERAGE			X	If YES, LIMIT:	DED:		
FUNGUS EXCLUSION (If "YES", specify organization's form used)			X				
REPLACEMENT COST	X						
AGREED VALUE			X				
COINSURANCE			X	If YES, %			
EQUIPMENT BREAKDOWN (If Applicable)			X	If YES, LIMIT:	DED:		
ORDINANCE OR LAW - Coverage for loss to undamaged portion of bldg			X	If YES, LIMIT:	DED:		
- Demolition Costs			X	If YES, LIMIT:	DED:		
- Incr. Cost of Construction			X	If YES, LIMIT:	DED:		
EARTH MOVEMENT (If Applicable)	X			If YES, LIMIT:	DED:		
FLOOD (If Applicable)	X			If YES, LIMIT:	DED:		
WIND / HAIL INCL ☒ YES ☐ NO Subject to Different Provisions:	X			If YES, LIMIT: Included	DED:		
NAMED STORM INCL ☒ YES ☐ NO Subject to Different Provisions:	X			If YES, LIMIT: Included	DED:		
PERMISSION TO WAIVE SUBROGATION IN FAVOR OF MORTGAGE HOLDER PRIOR TO LOSS	X			As required by written contract			

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

ADDITIONAL INTEREST

CONTRACT OF SALE	LENDER'S LOSS PAYABLE	LOSS PAYEE	LENDER SERVICING AGENT NAME AND ADDRESS
MORTGAGEE			
NAME AND ADDRESS Price Electric 405 N Troy Rd Robins, IA 52328			AUTHORIZED REPRESENTATIVE 

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AGENCY CUSTOMER ID: _____

LOC #: _____

**ADDITIONAL REMARKS SCHEDULE**Page 1 of 1

AGENCY Arthur J. Gallagher Risk Management Services, LLC		NAMED INSURED Consolidated Electrical Distributors, Inc. 1920 Westridge Dr Irving TX 75038-2901
POLICY NUMBER B1262SM0884724		
CARRIER Underwriters at Lloyd's, London	NAIC CODE 32727	EFFECTIVE DATE: 11/01/2024

ADDITIONAL REMARKS**THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,****FORM NUMBER:** 28 **FORM TITLE:** EVIDENCE OF COMMERCIAL PROPERTY INSURANCE**REMARKS:**

Certificate holder is an additional insured and loss payee as their interests may appear for up to \$75,000,000 of customer inventory, unless higher limits are specifically endorsed.

Additional Insured: Miron and City of Tiffin

LOCATION/DESCRIPTION:

Job/Project Name: Tiffin Recreation Center

Material: Lighting



PRICE
TIFFIN REC
9003181

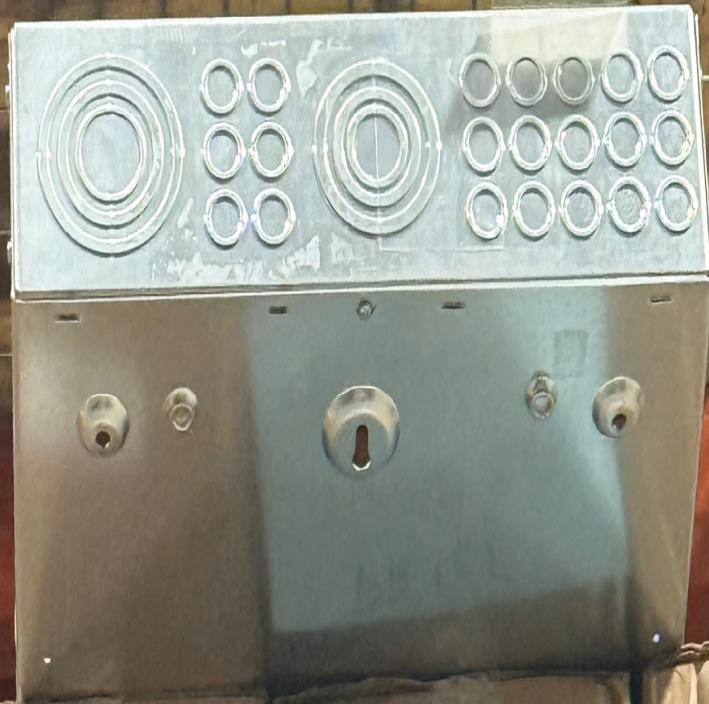
TIFFIN REC











PRICE
TIFFIN REC

8964647



PAYMENT APPLICATION

DATE: December 15, 2025

PROJECT NAME: City of Tiffin Community Recreation Center

ADDRESS: Tiffin, IA

CONTRACT FOR: FI-23.00/HVAC

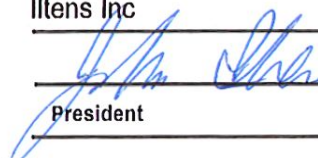
MIRON PROJECT: 250120 CONTRACT #: 250120-000025 VENDOR#: 00005737

REQUEST NUMBER: 2 PERIOD FROM: 12/01/2025 TO: 12/31/2025

INVOICE NUMBER: 63477 INVOICE DATE: 12/15/2025

ORIGINAL CONTRACT AMOUNT	\$719,950.00
APPROVED CHANGE ORDERS AS OF August 21, 2025	0
ADJUSTED CONTRACT AMOUNT	719,950.00
TOTAL COMPLETED TO DATE	27,005.00
PREVIOUS REQUESTS FOR PAYMENT	9,775.00
TOTAL EARNED THIS REQUEST	17,230.00
LESS 5% RETAINAGE	861.50
CURRENT PAYMENT DUE	16,368.50

VENDOR: Il tens Inc

SIGNED: 

TITLE: President

*** REQUESTS WILL NOT BE PROCESSED UNTIL THEY ARE SUBMITTED TO MIRON VIA E-MAIL IN A PDF FORMAT TO ACCOUNTSPAYABLE@MIRON-CONSTRUCTION.COM OR ORIGINALS ARE RECEIVED. FAX COPIES WILL NOT BE ACCEPTED.

- EACH PAYMENT APPLICATION MUST INCLUDE AN UP TO DATE SCHEDULE OF VALUES, INCLUDING SUB TIER SUPPLIER/SUBCONTRACTOR BREAKDOWN AND CURRENT PAYMENT STATUS. CHANGE ORDERS ISSUED TO DATE MUST BE REFLECTED ON THE CURRENT SCHEDULE OF VALUES.

Docusign Envelope ID: D1F128BB-90D8-49A5-A43F-5BAA224AFE13

City of Tiffin Community Recreation Center

Il tens Inc

250120-000025

12/15/2025

2

Please email completed form to: elissa.watson@miron-construction.com

SWORN STATEMENT TO OWNER AND MIRON CONSTRUCTION CO., INC.

State of Iowa
County of Linn

John Ilten (Name) being first duly sworn, under oath says that he/she is President (Title) of Ilten Inc that has a PSA dated August 21, 2025, with Miron Construction Co., Inc. for HVAC (Work Type) on the City of Tiffin Community Recreation Center Project, and that:

For the purposes of this Payment Application, certain Subcontractor and/or Supply Agents have contracted with Ilten Inc to furnish labor and/or materials on the Project. That there is due and to become due Ilten Inc and them, respectively, the amounts set forth opposite the names on the Payment Application Form for labor and/or materials as listed. That this statement and the attached Payment Application Form are full, true and complete statements of all such Subcontractor and/or Supply Agents, the amounts paid and the amounts due or to become due to Ilten Inc and each Subcontractor and/or Supply Agent listed.

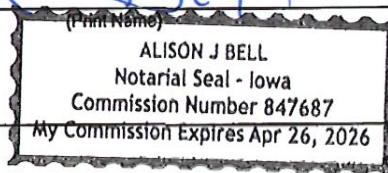
Signed: [Signature]

Subscribed and sworn to before me this 15 day of Dec, 2025.

Signed: [Signature] Notary Public
Alison Bell

My Commission expires:

Notary Seal or Stamp:



THIS NOTARIZED FORM MUST BE ATTACHED TO EACH PAYMENT APPLICATION FORM AND RETURNED WITH ALL APPLICABLE SIGNED AND NOTARIZED LIEN WAIVERS.

FAILURE TO ABIDE BY THESE TERMS WILL RESULT IN DELAY OR REDUCTION IN REQUESTED PAYMENT.



Building Excellence

Month of Pay Request:

December

Itens Inc Subcontractor/Supplier Contract List

Miron Project Name: City of Tiffin Community Recreation Center Miron Project #: 250120

Contract #: 250120-000025

Contract Amount: \$ 719,950.00

	Sub-tier Name	PO#	Material Description	Address	Phone #	Original Sub-tier Contract / Estimate Amount	Previous Payments	Requested Payment for this month's billing	Balance Remaining	Lien Waiver Rec'd
1	TRANE	62608	RTU'S AHU'S	1400 SE 19 TH	314-714-7223	198,120	0	12,457.86	185662.14	
2			ELECT HEAT	#100						
3	TRANE		CONTROLS	PARMES IA	515-285-9728	190,000	0		190000.00	
4	RIST AND ASSOC	62605	R60 LOWVOLT	RD BOX 1907		47,500	0		47500.00	
5			DUET SOV, EF	DES MOINES IA						
6			DESIGAT FANS							
7	PRECISION AIR	62607	AID. BALANCE	14225 UNIV. AVE		8800	0		8800.00	
8				WASHER ID	515-285-7237					
9	CHESTNUT DESIGN		PUM. REPAIRING	PARMA, OHIO	314-440-1051	4500	3750.00	750.00	0	3750.00
10	Labor, Misc Material, etc.									
						TOTAL: 448,920	\$ 3750.00	\$ 13207.86	\$ 431962.14	\$ 3750.00

Change Orders (at option of Miron's Project Manager)

1										
2										
3										
4										
						TOTAL:	\$	\$	\$	\$

Please email completed form to: elissa.watson@miron-construction.com

Please provide a detailed breakdown showing the amount to be paid to each sub-tier (subcontractor or supplier) on all pay requests. This information should also be identified on your Schedule of Values. In addition, we ask that you provide Lien Waivers from your sub-tiers. If for any reason lien waivers are not received and payment has not been met, Miron will hold future payments due to your company until it is confirmed that the previous pay requests have been paid out.

DocuSign Envelope ID: D1F128BB-90D8-49A5-A43F-5BAA224AFE13



P.O. BOX 129 • CEDAR RAPIDS, IA 52406
SALES (319) 363-0283 • SERVICE (319) 363-8277
FAX (319) 363-3617 service@iltensinc.net

INVOICE

DATE

12/15/2025

INVOICE #

0000063477

CUST #

0004507

BILL TO:

Miron Construction
Attn: Andrew
Po Box 509
Neenah WI 54957-0509

SHIP TO:

Tiffin Comm Rec Center
City Of Tiffin
Tiffin IA

P.O. NUMBER		TERMS	SALES PERSON	
		NET 10	John	
QUAN	DESCRIPTION	PRICE EACH	AMOUNT	
	HVAC per Plans and Specs			
1.00	Progressive Jobs - Equipment	14,650.00	14,650.00	
1.00	Progressive Jobs Material	680.00	680.00	
1.00	Progressive Jobs Labor	1,075.00	1,075.00	
1.00	Progressive Jobs - Subcontract	825.00	825.00	
	Progressive Billing #2			
Happy with our service? Please leave us a review on Google and like our Facebook page.				
WE APPRECIATE YOUR BUSINESS!				
TOTAL			\$17,230.00	



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/18/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Skogman Insurance Agency 417 1st Ave SE Cedar Rapids IA 52401	CONTACT NAME: Certificate Processing PHONE (A/C, No, Ext): 319-366-6288 E-MAIL ADDRESS: skogman@skogmanins.com FAX (A/C, No): 319-364-7157
INSURED Ilten's Inc. 919 14th Ave SW Cedar Rapids IA 52404	INSURER(S) AFFORDING COVERAGE INSURER A: Partners Mut Ins Co INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
License#: 1001002959 ILTEINC-01	NAIC # 13439

COVERAGES**CERTIFICATE NUMBER:** 121074165**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PROJECT ☒ LOC OTHER:	Y	Y	CZ92023197	1/1/2025	1/1/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☒ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY	Y	Y	AZ92023197	1/1/2025	1/1/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 0			UZ92023197	1/1/2025	1/1/2026	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
A	☒ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N N		Y	WZ92023197	1/1/2025	1/1/2026	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
A	Errors & Omissions			CZ92023197	1/1/2025	1/1/2026	Limit 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Project: #250120 - City of Tiffin Community Recreation Center-BP#2 including miscellaneous Supply Work at the same location 105 S. Park Rd, Tiffin, IA 52340

Stored Materials at 919 14th Ave SW, Cedar Rapids, IA 52404: \$14,650

If required If required by written contract, Miron Construction Co., Inc., and Sunshine Leasing, LLP, City of Tiffin, Atura Architecture are included as a primary/non-contributory additional insured (including products & completed operations) on the General Liability and primary/non-contributory additional insured (including products & completed operations) on the Auto Liability by written contract, Miron Construction Co., Inc., and Sunshine Leasing, LLP, City of Tiffin, See Attached...

CERTIFICATE HOLDER**CANCELLATION**Miron Construction Co., Inc.
335 French Ct SW
Cedar Rapids IA 52404

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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ADDITIONAL REMARKS SCHEDULE

AGENCY Skogman Insurance Agency		NAMED INSURED Ilten's Inc. 919 14th Ave SW Cedar Rapids IA 52404
POLICY NUMBER		
CARRIER	NAIC CODE	EFFECTIVE DATE:

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: 25 **FORM TITLE:** CERTIFICATE OF LIABILITY INSURANCE

Atura Architecture are included as a primary & non-contributory additional insured on the General Liability and the Auto Liability. If required by written contract, a Waiver of Subrogation applies on the General Liability and Auto Liability, in favor of the below listed Certificate Holder. Umbrella follows form in regard to the underlying coverages. A Third Party (30 Day) Notice of Cancellation has been endorsed in favor of the below listed certificate holder, subject to policy conditions. A Non-Waiver of Governmental Immunities has been added in favor of City of Tiffin.



THIS ENDORSEMENT CHANGES THE POLICY, PLEASE READ IT CAREFULLY

**AUTOMATIC ADDITIONAL INSUREDS --
OWNERS, CONTRACTORS AND SUBCONTRACTORS
(ONGOING OPERATIONS)**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

**A. The following provision is added to SECTION II -
WHO IS AN INSURED**

1. Any person(s) or organization(s) (referred to below as additional insured) you are required in a written contract or agreement to name as an additional insured, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

(1) Your acts or omissions; or

(2) The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured(s) at the location or project described in the contract or agreement.

However,

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

A person's or organization's status as an additional insured under this endorsement ends when your operations for that additional insured are completed.

B. With respect to insurance afforded to these additional insureds, the following additional exclusions apply:

1. This insurance does not apply to "bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of, or the failure to render, any professional architectural, engineering or surveying services, including:
 - a. The preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings, designs and specifications; and
 - b. Supervisory, inspection, architectural or engineering activities.
2. This insurance does not apply to "bodily injury" or "property damage" occurring after:
 - a. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional

insured(s) at the location of the covered operations has been completed; or

- b. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as part of the same project.

C. The limits of insurance applicable to the additional insured are those specified in the written contract or agreement or in the Declarations for this policy, whichever are less. These limits of insurance are inclusive of and not in addition to the limits of insurance shown in the Declarations.

D. With respect to the coverage provided by this endorsement, **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS**, Paragraph **4. Other Insurance**, Subparagraph **a. Primary Insurance**, is replaced by the following:

a. Primary Insurance

This insurance is primary except when Paragraph **b.** below applies. If this insurance is primary, our obligations are not affected unless any of the other insurance is also primary. Then, we will share with all that other insurance by the method described in Paragraph **c.** below, except;

- (1) If a written contract or agreement that requires any person(s) or organization(s) to be an additional insured also requires this insurance to be primary and noncontributory, then this insurance is primary over any other insurance in which the additional insured is a Named Insured. We will not seek contribution from any other liability policy in which the additional insured is a Named Insured.

WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

This agreement shall not operate directly or indirectly to benefit anyone not named in the Schedule.

Schedule

All persons and/or organization's that require a Waiver of Subrogation on work you perform for them, subject to the following conditions:

1. The requirement is by written contract executed by you and them prior to the date of accident or loss; and
2. The written contract contains a hold harmless and indemnification provision in that person or organization's favor; and
3. We are the carrier of record providing General Liability coverage for the insured.

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

Endorsement Effective 01-01-2024
Insured ILTEN'S INC

Policy No. WZ92023197 Endorsement No.
Premium INCL

Insurance Company

Countersigned by _____



**PARTNERS
MUTUAL INSURANCE**

An affiliate of Penn National Insurance

20935 Swenson Drive
Waukesha, Wisconsin 53186-2057

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

This endorsement changes the policy effective on the inception date of the policy or as of the date indicated below.

CZ92023197	01/01/2025	01/01/2026	
Policy Number	Effective	Expiring	Issued To
4		2025-08-28	(12358) Skogman Insurance
Endorsement No.	Effective		Agent
			Authorized Representative

AMENDATORY ENDORSEMENT

ENDORSEMENT CHANGES THE POLICY, PLEASE READ IT CAREFULLY.

GOVERNMENTAL IMMUNITY

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name of Organization:

City of Tiffin

SECTION IV - COMMERCIAL GENERAL LIABILITY CONDITIONS is-amended to add the following:

Nonwaiver of Government Immunity

The purchase of this policy and naming of the organization shown in the Schedule as an additional insured does not waive any of the defenses of governmental immunity available to the organization shown in the Schedule under Code of Iowa Section 670.4 as it now exists and as it may be amended from time to time.

Claims Coverage

This policy shall cover only those claims not subject to the defense of governmental immunity under the Code of Iowa Section 670.4 as it now exists and as it may be amended from time to time.

Assertion of Government Immunity

The organization shown in the Schedule shall be responsible for asserting any defense of governmental immunity, and may do so at any time and shall do so upon the timely written request of the insurance carrier.

Non-Denial of Coverage for Governmental Immunity

We shall not deny coverage or deny any of the rights and benefits accruing to the organization shown in the Schedule under this policy for reasons of governmental immunity unless and until a court of competent jurisdiction has ruled in Favor of the defense(s) of governmental immunity asserted by the organization shown in the Schedule.

GA 4217 IA 05 03



THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

BUSINESS AUTO PENNPAC PLUS ENDORSEMENT

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM

I. Broad Form Named Insured

The following is added to **Section II - Covered Autos Liability Coverage**, Paragraph **A.1. Who Is An Insured**:

- d. (1)** Any organization or subsidiary thereof which is a legally incorporated entity of which you own a financial interest of more than 50 percent of the voting stock on the effective date of this endorsement.
- (2)** Paragraph **I.d.(1)** does not apply to “accident” or “loss” with respect to which an “insured” under this policy is also an “insured” under another policy or would be an “insured” under such policy but for its termination or upon the exhaustion of its limits of insurance.
- (3)** Paragraph **I.d.(2)** does not apply to a policy written to apply specifically in excess of this policy.
- e. (1)** Any organization you newly acquire or form, other than a partnership, joint venture or limited liability company and over which you maintain ownership or majority interest, will qualify as a Named Insured if there is no other similar insurance available to that organization.
- (2)** Coverage under Paragraph **I.e.(1)** is afforded only until the 180th day after you acquire or form the organization or the end of the policy period, whichever is earlier. Coverage does not apply to an “accident” or “loss” that results from an “accident” that occurred before you acquired or formed the organization.

II. Blanket Additional Insured

Any person or organization, with whom you agree in a written contract, agreement or permit, to name as an insured for Covered Autos Liability Coverage is an

“insured,” but only to the extent that person or organization qualifies as an “insured” under the Who Is An Insured provision contained in Section II of the Coverage Form.

This insurance does not apply unless the written contract or agreement has been executed or the permit has been issued prior to the “bodily injury” or “property damage.”

This insurance does not apply to the owner or any one else from whom you hire or borrow a covered “auto.”

III. Temporary Substitute Autos – Physical Damage Coverage

The following is added to Paragraph **C. Certain Trailers, Mobile Equipment And Temporary Substitute Autos** of **Section I – Covered Autos**:

If Physical Damage Coverage is provided by this coverage form, the following types of vehicles are covered “autos” for Physical Damage Coverage:

Any “auto” you do not own while used with the permission of its owner as a temporary substitute for a covered “auto” you own that is out of service because of its:

- a.** Breakdown;
- b.** Repair;
- c.** Servicing;
- d.** “Loss”; or
- e.** Destruction

The coverage that applies is the same as the coverage provided for the vehicle being replaced.

IV. Personal Effects Coverage

The following is added to **Section III - Physical Damage Coverage**, Paragraph **A. Coverage**:

- 5.** We will pay up to \$1,000 for “loss” to wearing apparel and other personal effects which are:

- a. Owned by an “insured”; and
- b. In or on your covered “auto.”

This coverage applies only in the event of a total theft of your covered “auto.”

No deductibles apply to this coverage.

V. Towing and Labor Coverage

Section III – Physical Damage Coverage, Paragraph A.2. is deleted and replaced with the following:

- 2. We will pay \$75 plus the amount, if any, shown in the Declarations for towing and labor costs incurred each time a covered “auto” of the private passenger type or light truck type is disabled. However, the labor must be performed at the place of disablement.

We will pay up to \$250 plus the amount shown, if any, in the Declarations for towing and labor costs incurred each time a covered “auto” other than the private passenger or light truck type is disabled. However, the labor must be performed at the place of disablement.

VI. Rental Reimbursement

Section III – Physical Damage Coverage is amended by adding the following:

We will pay for rental reimbursement expenses incurred by you for the rental of an “auto” because of “loss” to a covered “auto.” Payment applies in addition to the otherwise applicable amount of each coverage you have on a covered “auto.” No deductibles apply to this coverage.

This coverage applies only:

- a. For those expenses incurred during the policy period beginning 24 hours after the “loss”;
- b. For necessary and actual expenses incurred;
- c. To a “loss” for which we also pay a “loss” under Physical Damage Coverage- Comprehensive Coverage, Specified Causes of Loss Coverage or Collision Coverage; and
- d. If there are no spare or reserve “autos” available to you for your operations.

Our payment will be limited to the period of time reasonably required to repair or replace the covered “auto.” We will pay up to \$50 per day to a maximum of \$1,500.

If “loss” results from the total theft of a covered “auto” we will pay under this coverage only that

amount of rental reimbursement expenses which are not already provided under the Physical Damage Coverage Extension.

VII. Replacement Cost Coverage – Private Passenger Autos

Section III – Physical Damage Coverage, C. Limit Of Insurance is amended by addition of the following:

- 4. Paragraph **C.1.a, C.2. and C.3.** do not apply to private passenger “autos” described in the Schedule, purchased new and not previously titled.

The most we will pay for any covered “loss” will be the lesser of:

- a. The cost of a new “auto” of the same make, size including the same equipment; or
- b. The cost of repairing with parts of like kind and quality,

minus the deductible shown in the Schedule.

This coverage does not apply to “loss” caused by fire, theft, larceny or vandalism.

This coverage applies for five years from the date of purchase of the private passenger “auto.”

VIII. Extended Coverage – Airbags

Section III – Physical Damage Coverage, B. Exclusions, Paragraph 3. is amended by addition of the following:

The exclusion for “loss” caused by mechanical breakdown does not apply to the accidental discharge of an airbag. Coverage is excess over any other collectible insurance or warranty specifically designed to provide coverage.

IX. Audio, Visual and Data Electronic Equipment Coverage

- a. **Section III – Physical Damage Coverage, B. Exclusions, Paragraph 5.** is amended by the following addition to the exception of **4.c.** and **4.d.:**

- e. Electronic equipment designed solely for receiving or that transmits audio, visual or data signals and is permanently installed in the covered “auto” or the equipment is removable from a housing unit which is permanently installed in the covered “auto” at the time of the “loss” and such equipment is designed to be solely operated by use of

the power from the “auto’s” electrical system, in or upon the covered “auto.”

(1) If a “loss” occurs solely to the audio, visual or data electronic equipment, then for each covered “auto” our obligation to pay for, repair, return or replace the damaged or stolen property will be subject to a \$250 deductible.

(2) In the event that there is more than one applicable deductible, only the highest deductible will apply. In no event will more than one deductible apply.

b. Paragraph C.1.b. under Limits of Insurance of **Section III – Physical Damage Coverage** does not apply.

X. Waiver Of Subrogation

The following is added to **A.5. Transfer Of Rights Of Recovery Against Others To Us** condition in **Section IV - Business Auto Conditions**:

We waive any right of recovery we may have against any person or organization because of payments we make for “bodily injury” or “property damage” arising out of the operation of a covered “auto” when you have assumed liability for such “bodily injury” or “property damage” under an “insured contract.”

XI. Duties in the Event of Accident, Claim, Suit or Loss Redefined

a. The requirement in Loss Conditions 2.a. of **Section IV – Business Auto Conditions** that you must see to it that we are notified of an “accident” only applies when the “accident” or offense is known to:

- (1) You, if you are an individual;
- (2) A partner, if you are a partnership; or
- (3) A member, if you are a limited liability company; or
- (4) An executive officer or insurance manager, if you are a corporation.

b. The requirement in Loss Condition 2.b. of **Section IV – Business Auto Conditions** that you must see to it that we receive notice of a claim or “suit” will not be considered breached unless the breach occurs after such claim or “suit” is known to:

- (1) You, if you are an individual;
- (2) A partner, if you are a partnership; or
- (3) A member, if you are a limited liability company; or

(4) An executive officer or insurance manager, if you are a corporation.

XII. Supplementary Payments Increased Limits

Section II – Covered Autos Liability Coverage, Coverage 2.a. Supplementary Payments, Paragraphs a.(2) and a.(4) are replaced by the following:

(2) Up to \$3000 for cost of bail bonds (including bonds for related traffic law violations) required because of an “accident” we cover. We do not have to furnish these bonds.

(4) All reasonable expenses incurred by the “insured” at our request, including actual loss of earning up to \$300 a day because of time off from work.

XIII. Unintentional Errors or Omissions

We will not deny coverage under this Coverage Part because of the unintentional omission of, or unintentional error in, any information provided by you. However, this provision does not affect our right to collect additional premium or exercise our right of cancellation or non-renewal.

XIV. Physical Damage - Transportation Expense

In **Section III – Physical Damage Coverage, Paragraph A.4.a.**, the amount we will pay is increased to \$60 per day to a maximum limit of \$1,800.

XV. Hired Auto – Limited Worldwide Coverage

In **Section IV - Business Auto Conditions, B. General Conditions, Paragraph 7.b.(5)** is replaced with the following:

(5) Anywhere in the world if a covered “auto” of the private passenger type is leased, hired, rented or borrowed without a driver for a period of 60 days or less,

XVI. Hired Auto Physical Damage

If Comprehensive, Specified Causes of Loss or Collision coverage is provided under this policy, then Hired Auto Physical Damage Coverage is provided for that coverage subject to the following limit:

- (1) The most we will pay in any one policy period for “loss” to all hired “autos” is the lesser of:
 - a. \$75,000; or
 - b. The actual cash value of the damaged or stolen property at the time of the “loss”; or

- c. The cost of repairing or replacing the damaged or stolen property.

A \$500 deductible applies to “loss” caused by other than fire or lightning.

- (2) Subject to (1)a.,b. and c. above, we will provide coverage equal to the broadest physical damage coverage applicable to any covered “auto” shown in the Declarations.
- (3) When you are required by a written contract to indemnify a lessor for actual financial loss due to a loss of use of a hired “auto” resulting from a covered “accident” or “loss,” we will pay up to \$65 per day subject to a maximum limit of \$1,000.

If a premium entry is shown in Item Four – Schedule Of Hired Or Borrowed Covered Auto Coverage And Premiums – Physical Damage Insurance, this Provision does not provide any insurance.

XVII. Vehicle Wraps, Custom Paint And Related Advertising Modifications

The following is added to Paragraph C. **Limit of Insurance of Section III – Physical Damage Coverage** in the Business Auto Coverage Form:

If we offer to pay the actual cash value of the damaged or stolen “auto,” we will value vehicle advertising wraps, paint customization and similar business-related advertising modifications, separately from the actual cash value of the “auto.” Coverage for these items will be on a replacement cost basis.

XVIII. Auto Loan/Lease Gap Coverage

The Physical Damage Coverage Section is amended by addition of the following:

In the event of a total “loss” to a covered “auto” shown in the Schedule Of Covered Autos You Own, we will pay any unpaid amount due on the lease or loan for a covered “auto,” less:

- 1. The amount paid under the policy’s Physical Damage Coverage Section; and
- 2. Any:
 - a. Overdue lease/loan payments at the time of the “loss”;
 - b. Financial penalties imposed under a lease for excessive use, abnormal wear and tear or high mileage;
 - c. Security deposits not returned by the lessor;

- d. Costs for extended warranties, Credit Life Insurance, Health, Accident or Disability Insurance purchased with the loan or lease; and

- e. Carry-over balances from previous loans or leases.

Auto Loan/Lease Gap Coverage will only apply when no provision for this or similar coverage is included in the original lease agreement written on the covered loaned/leased “auto.”

XIX. Bodily Injury Redefined

Section V – Definitions, Paragraph C. “Bodily injury” is amended as follows:

“Bodily injury” means bodily injury, sickness or disease sustained by a person including mental anguish, mental injury or death resulting from any of these.

XX. Full Glass Coverage

The following is added to Paragraph **D. Deductible of Section III-Physical Damage Coverage**:

For Comprehensive Coverage, no deductible applies to “loss” to glass used in windshield, doors and windows of the covered “auto,” including glass used in sunroofs and moon roofs.

Full Glass coverage applies only to those covered “autos” described or designated for Comprehensive Coverage in the Declarations.

XXI. Collision Deductible Waiver-Not At Fault Accident

The following is added to Paragraph **D. Deductible of Section III - Physical Damage Coverage**:

The deductible amount shall not apply to a total “loss” caused by collision between your covered “auto” and another “auto,” provided:

- a. The owner or operator of such other “auto” has been identified; and
- b. The owner or operator of such other “auto” is legally liable for the “loss” to your covered “auto” and does not qualify as an “insured” under this policy; and
- c. You are not comparatively or contributorily negligent for the “loss”; and
- d. There is an available local police or law enforcement report which details the accident and identifies the owner and operator of the other motor vehicle and their insurance carrier(s).

XXII. Primary And Noncontributory – Other Insurance Condition

The following is added to the Other Insurance Condition in the Business Auto Coverage Form and supersedes any provision to the contrary:

This Coverage Form's Covered Autos Liability Coverage is primary to and will not seek contribution from any other insurance available to an "insured" under your policy provided that:

- (1) Such "insured" is a Named Insured under such other insurance; and
- (2) You have agreed in writing in a contract or agreement that this insurance would be primary and would not seek contribution from any other insurance available to such "insured."

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

COMMERCIAL GENERAL LIABILITY PENNPAC PLUS ENDORSEMENT

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE FORM

I. Damage To Your Work

The following is added to **Section I – Coverages, Coverage A Bodily Injury and Property Damage Liability, Paragraph 1. Insuring Agreement:**

- f. Damages because of “property damage” include damages the insured becomes legally obligated to pay because of “property damage” to “your work” and shall be deemed to be caused by an “occurrence”, but only if:

- (1) The “property damage” is the result of work performed on your behalf by a subcontractor(s) that is not a Named Insured;
- (2) The work performed by the subcontractor(s) is within the “products-completed operations hazard”; and
- (3) The “property damage” is unexpected and unintended from the standpoint of the insured.

For the purposes of this coverage, the definition of “Occurrence” in SECTION V – DEFINITIONS is replaced with the following:

13. “Occurrence” means an accident, including continuous or repeated exposure to substantially the same general harmful conditions. An accident shall include “property damage” to other than “your work” arising from “your work”.

II. Limited Product Withdrawal Expense Coverage

- A. The following is added to **Section I - Coverages**

LIMITED PRODUCT WITHDRAWAL EXPENSE COVERAGE

1. Insuring Agreement

- a. We will reimburse you for “product withdrawal expenses” incurred by you because of a “product withdrawal” to which this insurance applies.

The most we will pay for “product withdrawal expenses” is \$20,000 or the Limit Of Insurance shown in the Declarations or Schedule, whichever is higher.

- b. This insurance applies to a “product withdrawal” only if the “product withdrawal” is initiated in the “coverage territory” during the policy period because:

- (1) You determine that the “product withdrawal” is necessary; or
- (2) An authorized government entity has ordered you to conduct a “product withdrawal”.

- c. We will reimburse “product withdrawal expenses” only if:

- (1) The expenses are incurred within one year of the date the “product withdrawal” was initiated;
- (2) The expenses are reported to us within one year of the date the expenses were incurred.

d. The initiation of a "product withdrawal" will be deemed to have been made only at the earliest of the following times:

(1) When you first announced, in any manner, to the general public, your vendors or to your employees (other than those employees directly involved in making the determination) your decision to conduct or participate in a "product withdrawal". This applies regardless of whether the determination to conduct a "product withdrawal" is made by you or is requested by a third party; or

(2) When you first received, either orally or in writing, notification of an order from an authorized government entity to conduct a "product withdrawal".

e. "Product withdrawal expenses" incurred to withdraw "your products" which contain the same or substantially similar "defects" will be deemed to have arisen out of the same "product withdrawal".

2. Exclusions

This insurance does not apply to "product withdrawal expenses" arising out of:

a. Breach Of Warranty And Failure To Conform To Intended Purpose

Any "product withdrawal" initiated due to the failure of "your product" to accomplish their intended purpose, including any breach of warranty of fitness, whether written or implied. This exclusion does not apply if such failure has caused or is reasonably expected to cause "bodily injury" or physical damage to tangible property other than "your product".

b. Infringement Of Copyright, Patent, Trade Secret, Trade Dress Or Trademark

Any "product withdrawal" initiated due to copyright, patent, trade secret, trade dress or trademark infringements.

c. Deterioration, Decomposition Or Chemical Transformation

Any "product withdrawal" initiated due to transformation of a chemical nature, deterioration or decomposition of "your product". This exclusion does not apply if it is caused by:

(1) An error in manufacturing, design, or processing;

(2) Transportation of "your product"; or

(3) "Product tampering".

d. Goodwill, Market Share, Revenue, Profit Or Redesign

The costs of regaining goodwill, market share, revenue or "profit" or the costs of redesigning "your product".

e. Expiration Of Shelf Life

Any "product withdrawal" initiated due to expiration of the designated shelf life of "your product".

f. Known Defect

A "product withdrawal", initiated because of a "defect" in "your product" known to exist by the Named Insured or the Named Insured's "executive officers", prior to the date when this Coverage Part was first issued to you or prior to the time "your product" leaves your control or possession.

g. Otherwise Excluded Products

A recall of any specific products for which "bodily injury" or "property damage" is excluded under **Coverage A Bodily Injury And Property Damage Liability** by endorsement.

h. Governmental Ban

A recall when "your product" or a component contained within "your product" has been:

(1) Banned from the market by an authorized government entity prior to the policy period; or

(2) Distributed or sold by you subsequent to any governmental ban.

i. Defense Of Claim

The defense of a claim or "suit" against you for liability arising out of a "product withdrawal".

j. Third Party Damages, Fines And Penalties

Any compensatory damages, fines, penalties, punitive or exemplary or other non-compensatory damages imposed upon the insured.

k. Pollution-Related Expenses

Any loss, cost or expense due to any:

(1) Request, demand, order, statutory or regulatory requirement that any insured or others test for, monitor, clean up, remove, contain, treat, detoxify or neutralize, or in any way respond to, or assess the effects of, "pollutants"; or

(2) Claim or suit by or on behalf of a governmental authority for damages because of testing for, monitoring, cleaning up, removing, containing, treating, detoxifying or neutralizing, or in any way responding to, or assessing the effects of, "pollutants".

B. For the purposes of this coverage, the following condition is added to **Section IV – Commercial General Liability Conditions:**

Concealment Or Fraud

We will not provide coverage to you, or any other insured, who at any time:

1. Engaged in fraudulent conduct; or

2. Intentionally concealed or misrepresented a material fact concerning a "product withdrawal" or "product withdrawal expenses" incurred by you.

C. The following definitions are added to **Section V – Definitions:**

1. "Defect" means a defect, deficiency or inadequacy that creates a dangerous condition.

2. "Product tampering" is an act of intentional alteration of "your product" which has caused or is reasonably expected to cause "bodily injury" or physical injury to tangible property other than "your product".

When "product tampering" is known, suspected or threatened, a "product withdrawal" will be limited to those batches of "your product" which are known or suspected to have been tampered with.

For the purposes of this insurance, electronic data is not tangible property.

As used in this definition, electronic data means information, facts or programs stored as or on, created or used on, or transmitted to or from computer software, including systems and applications software, hard or floppy disks, CD-ROMS, tapes, drives, cells, data processing devices or any other media which are used with electronically controlled equipment.

3. "Product withdrawal" means the recall or withdrawal:

a. From the market; or

b. From use by any other person or organization;

of "your products", or products which contain "your products", because of known or suspected "defects" in "your product", or known or suspected "product tampering", which has caused or is reasonably expected to cause "bodily injury" or physical injury to tangible property other than "your product".

For the purposes of this insurance, electronic data is not tangible property.

As used in this definition, electronic data means information, facts or programs stored as or on, created or used on, or transmitted to or from computer software, including systems and applications software, hard or floppy disks, CD-ROMS, tapes, drives, cells, data processing devices or any other media which are used with electronically controlled equipment.

4. "Product withdrawal expenses" means those reasonable and necessary extra expenses, listed below, paid and directly related to a "product withdrawal":
- a. Costs of notification;
 - b. Costs of stationery, envelopes, production of announcements and postage or facsimiles;
 - c. Costs of overtime paid to your regular non-salaried employees and costs incurred by your employees, including costs of transportation and accommodations;
 - d. Costs of computer time;
 - e. Costs of hiring independent contractors and other temporary employees;
 - f. Costs of transportation, shipping or packaging;
 - g. Costs of warehouse or storage space; or
 - h. Costs of proper disposal of "your products", or products that contain "your products", that cannot be reused, not exceeding your purchase price or your cost to produce the products.
5. "Profit" means the positive gain from business operation after subtracting for all expenses.

III. Non-Owned Watercraft

- a. Exclusion g. Paragraph (2) of **Section I – Coverages, Coverage A Bodily Injury And Property Damage Liability** is deleted and replaced by the following:

(2) A watercraft you do not own that is:

- (a) Less than 51 feet long; and
 - (b) Not being used to carry persons or property for a charge;
- b. Paragraph III.a. applies to any person who, with your expressed or implied consent, either uses or is responsible for the use of a watercraft.
- c. Paragraphs III.a. and III.b. do not apply if the insured has any other insurance for "bodily injury" or "property damage" liability that would also apply to loss covered under this provision, whether the other insurance is primary, excess, contingent or on any other basis. In that case, this Provision III. does not provide any insurance.
- d. Paragraph III.c. does not apply to a policy written to apply specifically in excess of this policy.

IV. Consolidated Insurance (Wrap – Up) Program

The following exclusion is added to Paragraph 2. **Exclusions of Section I – Coverages, Coverage A Bodily Injury And Property Damage Liability:**

This insurance does not apply to "bodily injury" or "property damage" arising out of either your ongoing operations or operations included within the "products-completed operations hazard" if such operations were at any time subject to a "consolidated insurance (wrap-up) program".

This exclusion applies whether or not the "consolidated insurance (wrap-up) program" provided:

- (1) Coverage identical to that provided by this Coverage Part;
- (2) Limits adequate to cover all claims; or
- (3) Coverage that remains in effect.

This exclusion applies regardless of whether such operations are or were conducted by you or on your behalf.

This exclusion does not apply to your operations away from a "consolidated insurance (wrap-up) program" project site incidental to the support of such a project and not included within the "consolidated insurance (wrap-up) program".

This exclusion does not apply to "bodily injury" or "property damage" within the "products-completed operations hazard" if all coverage available to the insured for the "products-completed operations hazard" in a "consolidated insurance (wrap-up) program" has been cancelled, non-renewed or otherwise no longer applies for reasons other than the exhaustion of all available limits, whether such limits are available on a primary, excess or on any other basis.

"Consolidated insurance (wrap-up) program" means any agreement or arrangement, including any contractor-controlled, owner-controlled or similar insurance program, under which some or all of the contractors working on a specific project or specific projects, are required to participate in a program to obtain insurance that:

- (1) Includes same or similar insurance as that provided by this Coverage Part; and
- (2) Is issued specifically for "bodily injury" or "property damage" arising out of such project or projects.

V. Supplementary Payments Increased Limits
In the **Supplementary Payments - Coverages A And B** provision of **Section I - Coverages**:

- a. The limit for the cost of bail bonds is changed from \$250 to \$3000.
- b. The limit for the actual loss of earnings is changed from \$250 to \$1000.

VI. Broad Form Named Insured

- a. **Section II - Who Is An Insured** is amended to include as an insured any organization or subsidiary thereof, other than a partnership, joint venture, or limited liability company, which is a legally incorporated entity of which you own a financial interest of more than 50 percent of the voting stock on the effective date of this endorsement.
- b. Paragraph **VI.a.** does not apply to injury or damage with respect to which an insured under this policy is also an insured under another policy or would be an insured

under such policy but for its termination or upon the exhaustion of its limits of insurance.

- c. Paragraph **VI.b.** does not apply to a policy written to apply specifically in excess of this policy.

VII. Newly Formed or Acquired Organizations

In Paragraph **3.a.** of **Section II - Who Is An Insured**, 90th day is changed to 180th day.

VIII. Incidental Malpractice Liability - Nurse, EMT, or Paramedic

Paragraph **2.a.(1)(d)** of **Section II - Who Is An Insured** is deleted and replaced by the following:

- (d) Arising out of his or her providing or failing to provide professional health care services. However, if you have "employees" who are a nurse, emergency medical technician or paramedic, they are an insured with respect to their providing or failing to provide professional health care services to your "employees".

IX. Automatic Additional Insureds

Section II - Who Is An Insured is amended to add:

- a. The **Lessor of Leased Equipment** from whom you lease equipment when you and such person or organization have agreed in writing in a contract or agreement that such person or organization be added as an additional insured on your policy. Such person or organization is an insured only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your maintenance, operation or use of equipment leased to you by such person or organization.

However,

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are

required by the contract or agreement to provide for such additional insured.

A person's or organization's status as an additional insured under this insurance ends when their contract or agreement with you for such leased equipment ends.

With respect to the insurance afforded to these additional insureds, this insurance does not apply to any "occurrence" which takes place after the equipment lease expires.

- b. The **Grantor of Franchise** when you and such person or organization have agreed in writing in a contract or agreement that such person or organization be added as an additional insured on your policy. Such person or organization is an insured only with respect to their liability as grantor of a franchise to you.

However,

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

A person's or organization's status as an additional insured under this insurance ends when their contract or agreement with you for such franchise ends.

- c. The **Manager or Lessor of premises** when you and such person or organization have agreed in writing in a contract or agreement that such person or organization be added as an additional insured on your policy. Such person or organization is an insured only with respect to liability arising out of the ownership, maintenance or use of that part of the premises leased to you.

A person's or organization's status as an additional insured under this insurance

ends when their contract or agreement with you for such leased premises ends.

This insurance does not apply to:

- (1) Any "occurrence" which takes place after you cease to be a tenant in that premises.
- (2) Structural alterations, new construction or demolition operations performed by or on behalf of the manager or lessor of premises.

However,

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

- d. The **Mortgagee, Assignee, or Receiver** when you and such person or organization have agreed in writing in a contract or agreement that such person or organization be added as an additional insured on your policy. Such person or organization is an insured only with respect to their liability as mortgagee, assignee, or receiver and arising out of the ownership, maintenance or use of the premises by you.

However,

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

A person's or organization's status as an additional insured under this insurance ends when their contract or agreement with you for such premises ends.

This insurance does not apply to structural alterations, new construction and demolition operations performed by or for that person or organization.

- e. The **Vendor** when you and such person or organization have agreed in writing in a contract or agreement that such person or organization be added as an additional insured on your policy. Such person or organization is an insured only with respect to "bodily injury" or "property damage" arising out of "your products" which are distributed or sold in the regular course of the vendor's business, subject to the following additional exclusions:

However,

1. The insurance afforded to such vendor only applies to the extent permitted by law; and
 2. If coverage provided to the vendor is required by a contract or agreement, the insurance afforded to such vendor will not be broader than that which you are required by the contract or agreement to provide for such vendor.
- (1) The insurance afforded the vendor does not apply to:
- (a) "Bodily injury" or "property damage" for which the vendor is obligated to pay damages by reason of the assumption of liability in a contract or agreement. This exclusion does not apply to liability for damages that the vendor would have in the absence of the contract or agreement;
 - (b) Any express warranty unauthorized by you;
 - (c) Any physical or chemical change in the product made intentionally by the vendor;

(d) Repackaging, except when unpacked solely for the purpose of inspection, demonstration, testing, or the substitution of parts under instructions from the manufacturer, and then repackaged in the original container;

(e) Any failure to make such inspections, adjustments, tests or servicing as the vendor has agreed to make or normally undertakes to make in the usual course of business, in connection with the distribution or sale of the products;

(f) Demonstration, installation, servicing or repair operations, except such operations performed at the vendor's premises in connection with the sale of the product;

(g) Products which, after distribution or sale by you, have been labeled or relabeled or used as a container, part or ingredient of any other thing or substance by or for the vendor; or

(h) "Bodily injury" or "property damage" arising out of the sole negligence of the vendor for its own acts or omissions or those of its employees or anyone else acting on its behalf. However, this exclusion does not apply to:

(i) The exceptions contained in Sub-paragraphs (d) or (f); or

(ii) Such inspections, adjustments, tests or servicing as the vendor has agreed to make or normally undertakes to make in the usual course of business, in connection with the distribution or sale of the products.

- (2) This insurance does not apply to any insured person or organization, from whom you have acquired such products, or any ingredient, part or container, entering into, accompanying or containing such products.

X. Amendment - Aggregate Limits of Insurance

The General Aggregate Limit under the **Section III - Limits Of Insurance** applies separately to each of your:

- a. Projects away from premises owned by or rented to you;
- b. "Locations" owned by or rented to you.

"Location" means premises involving the same or connecting lots, or premises whose connection is interrupted only by a street, roadway, waterway or right-of-way of a railroad.

XI. Electronic Data Liability

- a. Exclusion 2.p. of **Coverage A Bodily Injury And Property Damage Liability** in **Section I – Coverages** is replaced by the following:

2. Exclusions

This insurance does not apply to:

- p. **Access Or Disclosure Of Confidential Or Personal Information And Data-related Liability**

Damages arising out of:

- (1) Any access to or disclosure of any person's or organization's confidential or personal information, including patents, trade secrets, processing methods, customer lists, financial information, credit card information, health information or any other type of nonpublic information; or
- (2) The loss of, loss of use of, damage to, corruption of, inability to access or inability to manipulate "electronic data" that does not result from physical injury to tangible property.

This exclusion applies even if damages are claimed for notification costs, credit monitoring, expenses, forensic expenses, public relations expenses or any other loss, cost or expense incurred by you or others arising out of that which is described in Paragraph (1) or (2) above.

However, unless Paragraph (1) above applies, this exclusion does not apply to damages because of "bodily injury".

- b. The following is added to Paragraph 2. Exclusions of **Section I- Coverage B – Personal And Advertising Injury Liability**:

2. Exclusions

This insurance does not apply to:

Access Or Disclosure Of Confidential Or Personal Information

"Personal and advertising injury" arising out of any access to or disclosure of any person's or organization's confidential or personal information, including patents, trade secrets, processing methods, customer lists, financial information, credit card information, health information or any other type of nonpublic information,

This exclusion applies even if damages are claimed for notification costs, credit monitoring expenses, forensic expenses, public relations expenses or any other loss, cost or expense incurred by you or others arising out of any access to or disclosure of any person's or organization's confidential or personal information.

- c. The following paragraph is added to **Section III – Limits Of Insurance**:

Subject to 5. above, the most we will pay under **Coverage A** for "property damage", because of all loss of "electronic data" is \$50,000 each "occurrence" subject to the \$50,000 aggregate or the Electronic Data

Liability Limit shown in the Declarations or Schedule, whichever is higher.

- d. Paragraph **XI.c.** does not apply to “property damage” arising out of damage to “electronic data” on embedded controllers used to operate or maintain building equipment.
- e. The following definition is added to **Section V -Definitions**:

“ Electronic data” means information, facts or programs stored as or on, created or used on, or transmitted to or from computer software including systems and applications software, hard or floppy disks, CD-ROMS, tapes, drives, cells, data processing devices or any other media which are used with electronically controlled equipment.
- f. For the purposes of this coverage, the definition of “Property Damage” in **Section V - Definitions** is deleted and replaced by the following:

17. “Property damage” means:

- a. Physical injury to tangible property, including all resulting loss of use of that property. All such loss of use shall be deemed to occur at the time of the physical injury that caused it;
- b. Loss of use of tangible property that is not physically injured. All such loss of use shall be deemed to occur at the time of the “occurrence” that caused it; or
- c. Loss of, loss of use of, damage to, corruption of, inability to access, or inability to properly manipulate “electronic data”, resulting from physical injury to tangible property. All such loss of “electronic data” shall be deemed to occur at the time of the “occurrence” that caused it.

For the purposes of this insurance, “electronic data” is not tangible property.

XII. Duties in the Event of Occurrence, Claim or Suit Redefined

- a. The requirement in Condition **2.a.** of **Section IV – Commercial General Liability Conditions** that you must see to it that we are notified of an “occurrence” only applies when the “occurrence” or offense is known to:

- (1) You, if you are an individual;
- (2) A partner, if you are a partnership; or
- (3) An officer of the corporation or insurance manager, if you are a corporation.

- b. The requirement in Condition **2.b.** of **Section IV – Commercial General Liability Conditions** that you must see to it that we receive notice of a claim or “suit” will not be considered breached unless the breach occurs after such claim or “suit” is known to:

- (1) You, if you are an individual;
- (2) A partner, if you are a partnership; or
- (3) An officer of the corporation or insurance manager, if you are a corporation.

XIII. Transfer Of Rights Of Recovery Against Others To Us

The following is added to **8. Transfer Of Rights Of Recovery Against Others To Us** condition in **Section IV – Commercial General Liability Conditions**:

- A. We waive any right of recovery we may have against any person(s) or organization(s) because of payments we make for injury or damage arising out of your ongoing operations or “your work” done under a contract with that person(s) or organization(s) and included in the “products-completed operations hazard”. This waiver applies to all person(s) or organizations(s) you have agreed in that written contract or agreement to waive your right of recovery, however, we do not waive our right of recovery against any person or organization due to their liability arising out of the rendering of, or the failure to render, any professional

architectural, engineering or surveying services, including:

- (1) The preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings, designs and specifications; and
- (2) Supervisory, inspection, architectural or engineering activities.

XIV. Bodily Injury Redefined

The definition of "bodily injury" in **Section V - Definitions** is deleted and replaced by the following:

3. "Bodily injury" means bodily injury, sickness or disease sustained by a person including mental anguish or death resulting from any of these.

XV. Mobile Equipment Redefined

Paragraph **12.f.** subparagraph (1) of **Section V - Definitions** does not apply to self-propelled vehicles of less than 1000 pounds gross vehicle weight.

XVI. Unintentional Errors or Omissions

We will not deny coverage under this Coverage Part because of the unintentional omission of, or unintentional error in, any information provided by you. However, this provision does not affect our right to collect additional premium or exercise our right of cancellation or non-renewal.

XVII. Liberalization

If we adopt any revision that would broaden the coverage under this policy without additional premium within 45 days prior to or during the policy period, the broadened coverage will immediately apply to this policy.

XVIII. Voluntary Property Damage

- a. We will pay, at the request of any Named Insured, for "voluntary property damage" to the property of others provided:
 1. the "voluntary property damage" occurs while such property is in the care, custody or control of an insured or to property over which an insured is, for any purpose, exercising physical control;
 2. the "voluntary property damage" arises out of operations away from the premises owned by, rented to, or controlled by the Named Insured; and

3. the "property damage" coverage of the policy would extend to the operation causing the loss.

- b. The insurance under this coverage does not apply to "voluntary property damage" to property:

1. while being transported by, or caused by the ownership, maintenance, operation, use, loading or unloading of any automobile, watercraft or aircraft; or
2. rented to any Named Insured.

- c. This insurance will apply only to loss that is in excess of \$250 for each "occurrence."

- d. The most we will pay under this coverage is \$5,000 for each "occurrence" subject to \$5,000 aggregate for the policy year.

The each "occurrence" and aggregate limit is in addition to the each "occurrence" and aggregate limit of the Voluntary Property Damage limit provided in the Contractors Special Liability endorsement **70 1909** if attached to this policy.

- e. Payment under this coverage will not include any prospective profit or overhead charges of any nature.

- f. "Voluntary property damage" as used in this coverage means physical injury to tangible property and does not include disappearance, abstraction or loss of use.

XIX. Special Broad Form Property Damage Liability Coverage

- a. **Section I. Coverage A., 2. Exclusion, j. Damage To Property, Paragraphs j.(3), j.(4), and j.(5)** are modified as follows:

Exclusions **j.(3), j.(4) and j.(5)** do not apply to the first \$5,000 of "property damage" for each "occurrence" that would otherwise be insured except for the application of these exclusions, as long as the "occurrence" takes place away from the premises you own, rent or control.

The limit above is in addition to the limit for Special Broad Form Property Damage Liability Coverage **70 1909** if attached to this policy.

XX. Fellow Employee Extension

Under **Section II- Who Is An Insured**, Paragraphs **2.a. and 2.a.(1)** are replaced by the following:

2. Each of the following is also an insured:
 - a. Your “volunteer workers” only while performing duties related to the conduct of your business, or your “employees”, other than either your “executive officers” (if you are an organization other than a partnership, joint venture or limited liability company) or your managers (if you are a limited liability company), but only for acts within the scope of their employment by you or while performing duties related to the conduct of your business. However, none of these “employees” or “volunteer workers” are insureds for:
 - (1) “Bodily injury” or “personal and advertising injury”:
 - (a) Arising out of his or her providing or failing to provide professional health care services.

With respect to this provision only, Subparagraph (1) of Exclusion **2.e. Employers Liability** under **Section I Coverages, Coverage A.-Bodily Injury and Property Damage Liability** does not apply.

XXI. Medical Payments

- a) The Medical Expense Limit in Paragraph 7. Of **Section III-Limits of Insurance** is replaced by a new Medical Expense Limit, which will be subject to all the terms of **Section III- Limits of Insurance**. If the Medical Expense Limit provided by the coverage part is \$10,000, the new Medical Expense Limit is increased to \$20,000.
- b) This coverage does not apply if Coverage C- Medical Payments is excluded either by the provisions of any coverage forms attached to the policy or by endorsement.

XXII. Damage To Premises Rented To You

- a. Under **Section I-Coverages, Coverage A Bodily Injury And Property Damage Liability, Exclusion j. Damage To Property**, the number of rental days is amended from a period of seven or fewer consecutive days to a period of ten or fewer consecutive days.

- b. Under **Section I-Coverages, Coverage A Bodily Injury And Property Damage Liability**, the last paragraph of **2. Exclusions** is replaced with:

If Damage to Premises Rented To You is not otherwise excluded, Exclusions **c.** through **n.** do not apply to damage by fire, lightning, explosion, smoke, or sprinkler leakage to premises while rented to you or temporarily occupied by you with permission of the owner. A separate limit of insurance applies to this coverage as described in **Section III-Limits Of Insurance**.

- c. Under **Section III- Limits Of Insurance, Paragraph 6.** Is replaced with:
 6. Subject to **5.** above, the Damage To Premises Rented to You Limit is the most we will pay under Coverage **A** for damages because of “property damage” to any one premises, while rented to you, or in the case of damage by fire, lightning, explosion, smoke, or sprinkler leakage, while rented to you or temporarily occupied by you with permission of the owner.
- d. Under **Section IV- Commercial General Liability Conditions, Condition 4. Other Insurance, b. Excess Insurance (1) (a) (ii)** is replaced with:
 - (ii) That is Fire, Lightning, Explosion, Smoke, or Sprinkler Leakage insurance for premises rented to you or temporarily occupied by you with permission of the owner.
- e. Under **Section V-Definitions**, paragraph **a.** of Definition **9.** “insured contract” is deleted and replaced with:
 - a. A contract for lease of premises. However, that portion of the contract for a lease of premises that indemnifies any person or organization for damage by fire, lightning, explosion, smoke, or sprinkler leakage to premises while rented to you or temporarily occupied by you with permission of the owner is not an “insured contract” ;

**TRANE®**

Trane U.S. Inc.
2313 S 20th Street
La Crosse, WI 54601
United States

Page 1 of 1

Invoice

Invoice Number **990322711**

For questions please contact:

Tel: 888-832-5266
Email: Accountrep@trane.com

Remit Payment To

Trane U.S. Inc.
P. O. Box 98167
CHICAGO, IL 60693

Bill To

ILTENS INC
919 14TH AVE SW
CEDAR RAPIDS, IA 52404
UNITED STATES

APPROVED*By Sheila at 1:18 pm, Dec 02, 2025***Sold To**

ILTENS INC_TCSEC2844553
ILTENS INC
919 14TH AVE SW
CEDAR RAPIDS, IA 52404
UNITED STATES

Ship To

Invoice Date **12/01/2025**
Customer No. 125991
Reference No. R533668
Internal Account 2844553
Payment Terms .5%10 NET30
Payment Due Date 26-Dec-2025
Discount Date 06-Dec-2025

Customer Tax ID

Inco Terms	
Supply Location	Des Moines TCS Ind SO, IA
Shipping Method	SAIA
Tracking No.	108366281706
Freight Terms	Prepay & Add
Bill of Lading	T002326756

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1286191729

Tax/GST ID: 25-0900465	State Tax: 0.00 0.0000%	County Tax: 0.00 0.0000%	City Tax: 0.00 0.0000%	District Tax: 0.00 0.0000%
PST/QST ID:	IA		TIFFIN	

Currency	Subtotal	Special Charges	Tax	Freight	Total
USD	4354.25	0.00	0.00	0.00	4354.25

Special Instructions	Tiffin Community Rec Center
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Sales Order		Order Date	Ship Date	Purchase Order		
R5E018			26-NOV-2025	62786		
Line	Description.	Quantity	UOM	Unit Price	Extended Price	
1	FIAPWRX303B: Power exhaust Model Number: FIAPWRX303B	2	EA			
2	FIAPWRX303B: Power exhaust Model Number: FIAPWRX303B	1	EA			
3	FIAPWRX303B: Power exhaust Model Number: FIAPWRX303B	1	EA			

Tiffin Rec Center

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TECHNOLOGIES



TRANE®

Trane U.S. Inc.
2313 S 20th Street
La Crosse, WI 54601
United States

Invoice

Invoice Number **990332102**

For questions please contact:

Tel: 888-832-5266
Email: Accountrep@trane.com

Remit Payment To

Trane U.S. Inc.
P. O. Box 98167
CHICAGO, IL 60693

Invoice Date 09-DEC-2025
Customer No. 125991
Reference No. R533668
Internal Account 2844553
Payment Terms .5%10 NET30
Payment Due Date 08-Jan-2026
Discount Date 19-Dec-2025

Bill To

ILTENS INC
919 14TH AVE SW
CEDAR RAPIDS, IA 52404
UNITED STATES

APPROVED

By Sheila at 12:52 pm, Dec 12, 2025

Customer Tax ID

Inco Terms	
Supply Location	Des Moines TCS Ind SO, IA
Shipping Method	SAIA
Tracking No.	108366286700
Freight Terms	Prepay & Add
Bill of Lading	T002353862

Sold To

ILTENS INC_TCSEC2844553
ILTENS INC
919 14TH AVE SW
CEDAR RAPIDS, IA 52404
UNITED STATES

Ship To

ILTENS INC_TCSEC2844553
TIFFIN COMMUNITY REC CENTER
105 S PARK RD C/O ILTEN'S / TI
TIFFIN, IA 52340
UNITED STATES

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Tax/GST ID: 25-0900465	State Tax: 0.00 0.0000%	County Tax: 0.00 0.0000%	City Tax: 0.00 0.0000%	District Tax: 0.00 0.0000%
PST/QST ID:	IA		TIFFIN	

Currency	Subtotal	Special Charges	Tax	Freight	Total
USD	170.08	0.00	0.00	0.00	170.08

Special Instructions	Tiffin Community Rec Center
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Sales Order		Order Date	Ship Date	Purchase Order			
R5E018			09-DEC-2025	62786			
Line	Description.			Quantity	UOM	Unit Price	Extended Price
1	FIAHZDC001A: Horizontal Conversion Panel Model Number: FIAHZDC001A			2	EA		

Tiffin Rec Center

Sales Tax Exempt

**TRANE®**Trane U.S. Inc.
2313 S 20th Street
La Crosse, WI 54601
United States

Invoice

Invoice Number **990332101**

For questions please contact:

Tel: 888-832-5266
Email: Accountrep@trane.com**Remit Payment To**Trane U.S. Inc.
P. O. Box 98167
CHICAGO, IL 60693

Invoice Date	09-DEC-2025
Customer No.	125991
Reference No.	R533668
Internal Account	2844553
Payment Terms	.5%10 NET30
Payment Due Date	08-Jan-2026
Discount Date	19-Dec-2025

Bill ToILTENS INC
919 14TH AVE SW
CEDAR RAPIDS, IA 52404
UNITED STATES**APPROVED****By Sheila at 12:51 pm, Dec 12, 2025****Sold To**ILTENS INC_TCSEC2844553
ILTENS INC
919 14TH AVE SW
CEDAR RAPIDS, IA 52404
UNITED STATES**Ship To**

,

Customer Tax ID	
Inco Terms	
Supply Location	Des Moines TCS Ind SO, IA
Shipping Method	SAIA
Tracking No.	108366298304
Freight Terms	Prepay & Add
Bill of Lading	T002394976

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PST/QST ID:	IA		TIFFIN	

Currency	Subtotal	Special Charges	Tax	Freight	Total
USD	170.08	0.00	0.00	0.00	170.08

Special Instructions	Tiffin Community Rec Center
----------------------	-----------------------------

Sales Order	Order Date	Ship Date	Purchase Order
R5E018		09-DEC-2025	62786

Line	Description.	Quantity	UOM	Unit Price	Extended Price
1	FIAHZDC001A: Horizontal Conversion Panel Model Number: FIAHZDC001A	1	EA		
2	FIAHZDC001A: Horizontal Conversion Panel Model Number: FIAHZDC001A	1	EA		

Tiffin Rec Center

Sales Tax Exempt

**TRANE®**Trane U.S. Inc.
2313 S 20th Street
La Crosse, WI 54601
United States

Invoice

Invoice Number **990330804**

For questions please contact:

Tel: 888-832-5266
Email: Accountrep@trane.com**Remit Payment To**Trane U.S. Inc.
P. O. Box 98167
CHICAGO, IL 60693

Invoice Date	08-DEC-2025
Customer No.	125991
Reference No.	R533668
Internal Account	2844553
Payment Terms	.5%10 NET30
Payment Due Date	07-Jan-2026
Discount Date	18-Dec-2025

Bill ToILTENS INC
919 14TH AVE SW
CEDAR RAPIDS, IA 52404
UNITED STATES**APPROVED***By Sheila at 11:55 am, Dec 12, 2025***Sold To**ILTENS INC_TCSEC2844553
ILTENS INC
919 14TH AVE SW
CEDAR RAPIDS, IA 52404
UNITED STATES**Ship To**ILTENS INC_TCSEC2844553
TIFFIN COMMUNITY REC CENTER
105 S PARK RD C/O ILTEN'S / TI
TIFFIN, IA 52340
UNITED STATES

Customer Tax ID	
Inco Terms	
Supply Location	Des Moines TCS Ind SO, IA
Shipping Method	FDEX
Tracking No.	490453467299
Freight Terms	Prepay & Add
Bill of Lading	T002376753

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1290279055

Tax/GST ID: 25-0900465	State Tax: 0.00 0.0000%	County Tax: 0.00 0.0000%	City Tax: 0.00 0.0000%	District Tax: 0.00 0.0000%
PST/QST ID:	IA		TIFFIN	

Currency	Subtotal	Special Charges	Tax	Freight	Total
USD	407.18	0.00	0.00	0.00	407.18

Special Instructions	Tiffin Community Rec Center
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Sales Order		Order Date	Ship Date	Purchase Order			
R5E018			08-DEC-2025	62786			
Line	Description.			Quantity	UOM	Unit Price	Extended Price
1	FIAENTH002A: Comparative enthalpy kit Model Number: FIAENTH002A			1	EA		

Tiffin Rec Center

Sales Tax Exempt

**TRANE®**Trane U.S. Inc.
2313 S 20th Street
La Crosse, WI 54601
United States

Invoice

Invoice Number **990329315**

For questions please contact:

Tel: 888-832-5266
Email: Accountrep@trane.com**Remit Payment To**Trane U.S. Inc.
P. O. Box 98167
CHICAGO, IL 60693

Invoice Date	05-DEC-2025
Customer No.	125991
Reference No.	R533668
Internal Account	2844553
Payment Terms	.5%10 NET30
Payment Due Date	04-Jan-2026
Discount Date	15-Dec-2025

Bill ToILTENS INC
919 14TH AVE SW
CEDAR RAPIDS, IA 52404
UNITED STATES**APPROVED****By Sheila at 12:17 pm, Dec 09, 2025****Sold To**ILTENS INC_TCSEC2844553
ILTENS INC
919 14TH AVE SW
CEDAR RAPIDS, IA 52404
UNITED STATES**Ship To**ILTENS INC_TCSEC2844553
TIFFIN COMMUNITY REC CENTER
105 S PARK RD C/O ILTEN'S / TI
TIFFIN, IA 52340
UNITED STATES

Customer Tax ID	
Inco Terms	
Supply Location	Des Moines TCS Ind SO, IA
Shipping Method	FDEX
Tracking No.	490453466513
Freight Terms	Prepay & Add
Bill of Lading	T002369429

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1289354382

Tax/GST ID: 25-0900465	State Tax: 0.00 0.0000%	County Tax: 0.00 0.0000%	City Tax: 0.00 0.0000%	District Tax: 0.00 0.0000%
PST/QST ID:	IA		TIFFIN	

Currency	Subtotal	Special Charges	Tax	Freight	Total
USD	814.35	0.00	0.00	0.00	814.35

Special Instructions	Tiffin Community Rec Center
----------------------	-----------------------------

Sales Order		Order Date	Ship Date	Purchase Order			
R5E018			05-DEC-2025	62786			
Line	Description.			Quantity	UOM	Unit Price	Extended Price
1	FIAENTH002A: Comparative enthalpy kit Model Number: FIAENTH002A			2	EA		

Tiffin Rec Center

Sales Tax Exempt

**TRANE®**Trane U.S. Inc.
2313 S 20th Street
La Crosse, WI 54601
United States

Invoice

Invoice Number **990334176**

For questions please contact:

Tel: 888-832-5266
Email: Accountrep@trane.com**Remit Payment To**Trane U.S. Inc.
P. O. Box 98167
CHICAGO, IL 60693

Invoice Date	11-DEC-2025
Customer No.	125991
Reference No.	R533668
Internal Account	2844553
Payment Terms	.5%10 NET30
Payment Due Date	10-Jan-2026
Discount Date	21-Dec-2025

Bill ToILTENS INC
919 14TH AVE SW
CEDAR RAPIDS, IA 52404
UNITED STATES

Customer Tax ID

Inco Terms	
Supply Location	Des Moines TCS Ind SO, IA
Shipping Method	0000013222
Tracking No.	
Freight Terms	Prepay & Add
Bill of Lading	

Sold ToILTENS INC_TCSEC2844553
ILTENS INC
919 14TH AVE SW
CEDAR RAPIDS, IA 52404
UNITED STATES**Ship To**ILTENS INC_TCSEC2844553
TIFFIN COMMUNITY REC CENTER
105 S PARK RD C/O ILTEN'S / TI
TIFFIN, IA 52340
UNITED STATES<https://www.tranetechnologies.com/customer>**CERTifyTax** - for submittal of tax exemption certificates.**iReceivables** - access invoice copies, account balances & make payments.

1291614081

Tax/GST ID: 25-0900465	State Tax: 0.00 0.0000%	County Tax: 0.00 0.0000%	City Tax: 0.00 0.0000%	District Tax: 0.00 0.0000%
PST/QST ID:	IA		TIFFIN	

Currency	Subtotal	Special Charges	Tax	Freight	Total
USD	6541.92	0.00	0.00	0.00	6541.92

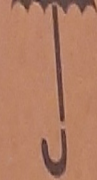
Special Instructions	Tiffin Community Rec Center
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Sales Order	Order Date	Ship Date	Purchase Order
R5E121		11-DEC-2025	62786

Line	Description.	Quantity	UOM	Unit Price	Extended Price
1	Roof Curbs: Model Number: Roof Curbs Tag Number: MAT-1-1,MAT-1-2,MAT-1-3,MAT-1-4,MAT-1-5	5	EA		

Tiffin Rec Center

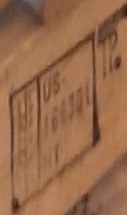
Sales Tax Exempt



fork

2065

11/12



2540101030



010501171
TIFFIN COMMUNITY REC CENTER
3 PARK RD
ALLEN 8 / TIFFIN REC CTR
FIN IA 52340

1 of 2
4904 5346 0513
AP MASTER

52340

SPR22 00519 0 0000 0000000 0 00 4204 5346 0513

USPS

FedEx

G

173-8598-AC

1

SHIPMENT
AUTOMATICALLY TRACKED

00

2340

173-7583-AC

2545104

USPS

FedEx

G













**AGENDA INFORMATION
TIFFIN CITY COUNCIL COMMUNICATION**

DATE:	January 13, 2026
AGENDA ITEM:	Discussion and Consideration to Purchase NEOGOV Insight and Onboard Modules
ACTION:	Motion

Purpose

To request approval for the purchase of NEOGOV Insight (Applicant Tracking System) and NEOGOV Onboard modules to modernize the City’s hiring and onboarding processes, reduce compliance risk, and improve operational efficiency.

Background

The City of Tiffin is experiencing rapid growth and increased hiring demands, including the recent addition of the Fire Department and Public Library. Current processes rely heavily on manual steps, paper forms, and informal workflows, which present significant challenges:

- **Compliance Exposure:** Inconsistent documentation and limited audit trails increase risk during grievances, terminations, and public records requests.
- **Manual, Time-Intensive Processes:** HR staff spend approximately 1 hour per hire assembling and correcting onboarding paperwork; seasonal and part-time hires often submit incomplete forms.
- **Lack of Standardization:** Departments operate differently, creating inequitable practices and inefficiencies.
- **Limited Scalability:** Continued growth will require more hiring without additional administrative staff.

Proposed Solution

Implement NEOGOV Insight and Onboard, purpose-built for public sector HR operations:

- **Insight:**
 - Centralizes job postings, applicant screening, communication, and reporting.
 - Creates a defensible, transparent hiring process and reduces time-to-hire by up to 30%.
- **Onboard:**
 - Digitizes new-hire paperwork and workflows.
 - Ensures complete, compliant onboarding and makes new hires productive faster.

Financial Impact

Based on the NEOGOV proposal (Option 2):

Year 1 (with discounts): \$13,983

Year 2 (full annual license): \$10,331

Total for first two years: \$24,314

Recommendation

Approve the purchase of NEOGOV Insight and Onboard modules to modernize HR operations, reduce compliance risk, and support the City's continued growth.

Next Steps

- Execute agreement with NEOGOV.
- Schedule implementation and staff training.
- Launch platform for upcoming recruitment cycles.

ATTACHMENTS: NEOGOV Proposal

NEOGOV 2026 Standard Pricing		Quote FTE: 0-100	
Product	Annual License	Setups	Combined Total
Insight	\$5,510	\$4,366	\$9,876
Onboard	\$4,821	\$4,283	\$9,104
Total:	\$10,331	\$8,649	\$18,980
Quote Issue	Quote Expiration		
12/23/25	1/31/25		

Option 1							
Custom Bundle - 2026	Start Date:2/1/26	End Date:6/30/26			Start Date:7/1/26	End Date:6/30/26	17 Months
Discounts	40% off	10% off				Full Price	Total Spend
Year 1(pro-rated)	Annual License	Setups	Combined Total		Year 2	Annual License	
Insight	\$1,378	\$3,929	\$5,307		Insight	\$5,510	
Onboard	\$1,205	\$3,855	\$5,060		Onboard	\$4,821	
Total:	\$2,583	\$7,784	\$10,367		Total:	\$10,331	\$20,698

*

Option 2							
Custom Bundle - 2026	Start Date:2/1/26	End Date:1/31/27			Start Date:2/1/27	End Date:1/31/28	24 Months
Discounts	40% off	10% off				Full Price	Total Spend
Year 1	Annual License	Setups	Combined Total		Year 2	Annual License	
Insight	\$3,306	\$3,929	\$7,235		Insight	\$5,510	
Onboard	\$2,893	\$3,855	\$6,747		Onboard	\$4,821	
Total:	\$6,199	\$7,784	\$13,983		Total:	\$10,331	\$24,314

1. Agreement. This Ordering Document and the Services purchased herein are expressly conditioned upon the acceptance by Customer of the terms of the NEOGOV Services Agreement either affixed hereto or the version most recently published prior to execution of this Ordering Form available at <https://www.neogov.com/service-specifications> Unless otherwise stated, all capitalized terms used but not defined in this Order Form shall have the meanings given to them in the NEOGOV Services Agreement.

2. Effectiveness & Modification. Neither Customer nor NEOGOV will be bound by this Ordering Document until it has been signed by its authorized representative (the "Effective Date"). Unless otherwise stated in this Ordering Document, all SaaS Subscriptions shall commence on the Effective Date. This Ordering Document may not be modified or amended except through a written instrument signed by the parties.

3. Summary of Fees. Listed above is a summary of Fees under this Order. Once placed, your order shall be non-cancelable and the sums paid nonrefundable, except as provided in the Agreement.

4. Order of Precedence. This Ordering Document shall take precedence in the event of direct conflict with the Services Agreement, applicable Schedules, and Service Specifications.



AGENDA INFORMATION
TIFFIN CITY COUNCIL COMMUNICATION

DATE:	January 16, 2026
AGENDA ITEM:	Discussion and Consideration of Adding a Parks & Grounds Specialist to the Wage Study Scale, Approve the new Job Description and Approve the Memorandum of Understanding
ACTION:	Motion

Background

The City of Tiffin continues to experience significant population growth, expanded recreational offerings, and increased demand for maintenance of parks, trails, sports fields, and public grounds. As these assets grow, the need for dedicated staffing has become increasingly urgent.

Currently, general park maintenance responsibilities are absorbed by Public Works staff whose workload no longer allows for consistent, proactive maintenance of outdoor assets. The absence of a dedicated parks/grounds professional has resulted in deferred maintenance, reduced capacity for seasonal operations, and limited ability to support community events, facility preparation, and grounds-related service requests.

Following review of operational needs, workload data, and benchmarking with comparable Iowa communities, staff recommends creation of a **Parks & Grounds Specialist** position housed within the Parks Division and supervised by the Public Works Director.

Position Summary

The Parks & Grounds Specialist is responsible for the daily maintenance and enhancement of Tiffin's parks, trails, sports fields, landscaped areas, and public grounds. Core duties include:

- Groundskeeping, landscaping, and beautification
- Playground and facility inspection and maintenance
- Seasonal responsibilities (snow removal, athletic field prep, fall cleanup)
- Operation of light-to-heavy equipment
- Safety monitoring and public-facing interaction
- Supporting community events
- Performing minor repairs and coordinating with Public Works for major work

The position is full-time, non-exempt, and requires:

- CDL with endorsements (within 6 months)
- Iowa Pesticide Applicator Certification (within 90 days)
- Heavy physical work
- 24/7 snow duty availability

Funding & Budget Impact

The position is intended to be added to the City's FY26 Operating Budget. Final wage recommendations will be to incorporate this position into the current wage scale and pair with Public Works Worker II. Depending on Council action, the position may be posted immediately following union approval.

The Parks & Grounds Specialist requires:

- Higher equipment operation expectations
- Snow removal duty
- Pesticide certification
- CDL
- Higher physical demand rating
- Responsibility for sports field operations and safety inspections

Recommendation

Staff recommends that City Council approve the creation of the Parks & Grounds Specialist position. Direct that the position be formally included in the City's ongoing wage and classification stud. Approve the attached job description dated January 14, 2026; and authorize staff to proceed with recruitment following union approval.

Attachments Parks & Grounds Specialist Job Description (Updated 1/14/26), Wage Scale, MOU



300 Railroad St. PO Box 259 Tiffin, IA 52340

P. 319-545-2572 F. 319-545-4147 www.tiffin-iowa.org

PARKS AND GROUNDS SPECIALIST

Parks and Grounds Specialist	City of Tiffin Job Code:
City of Tiffin Dept/Division: Public Works/Parks	Adopted: 01/20/2026
AFSCME Salary Grade: \$62,142.98 - \$71,455.00 Annually; \$29.87 - \$34.35 Hourly	Manager Level: Managerial
FLSA Status: Non-exempt; Full-time, permanent	Reports to Position: Director of Public Works
Physical Demand Rating: Light to Moderate	City Overtime Status: Non-exempt
Work Environment: Controlled	Pre-employment Testing: Drug and health screening after contingent offer
Position Testing: Knowledge and skills test. Standard Word, Excel; Job Fit Assessment	Personal Protective Equipment: None

Job Description

The Parks & Grounds Specialist is responsible for maintaining and enhancing the City's parks, recreational facilities, and public spaces to ensure a safe, clean, and enjoyable environment for residents and visitors. This position performs a variety of tasks including landscaping, maintenance of grounds and facilities, and minor repairs. The Parks & Grounds Specialist works under the supervision of the Public Works Director and contributes to the aesthetic and functional quality of Tiffin's outdoor spaces.

Essential Duties and Responsibilities

The following duties are normal for this position. They are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

Park and Facility Maintenance:

- Maintains city parks, trails, playgrounds, sports fields, and public grounds by performing tasks such as mowing, trimming, planting, and mulching.
- Conducts routine inspections and maintenance of park equipment, playground structures, restrooms, picnic shelters, and other public facilities.
- Assists in setting up, breakdown, and cleanup for community events, ensuring facilities are prepared and safe for public use.
- Performs minor repairs on equipment, fixtures, and park amenities as needed, coordinating with the Public Works Director for more extensive repairs.

Grounds keeping and Landscaping:

- Plants, waters, fertilizes, and prunes trees, shrubs, flowers, and other vegetation in public spaces to promote healthy growth and improve the landscape.
- Assists with tree trimming, removal, and replacement in coordination with City arborists or contracted services.
- Maintains landscaped areas by removing debris, leaves, and litter, ensuring all public areas are well-kept and visually appealing.

Seasonal Responsibilities:

- Operates snowplows, sanding, and salting equipment. Clears snow and ice accumulations from streets and sidewalks, which may include operating a snow blower, and a shovel to manually remove snow as needed.
- Assists with seasonal tasks such as leaf removal in the fall and planting in the spring.
- Prepares sports fields for seasonal use by marking lines, adjusting goals, and maintaining field surfaces.

Equipment Operation and Maintenance:

- Operates and maintains various landscaping equipment such as mowers, trimmers, blowers, and small hand tools.
- Inspects equipment before use, performs routine maintenance, and reports any mechanical issues to the Public Works Director.
- Ensures safe storage and handling of tools, equipment, and chemicals used in grounds keeping tasks.

Public Interaction and Safety:

- Provides courteous and helpful assistance to the public, responding to questions or concerns in a professional manner.
- Monitors park areas for safety hazards, vandalism, or unusual activity, reporting issues to the Public Works Director as needed.
- Adheres to all safety guidelines and uses appropriate personal protective equipment (PPE) to prevent accidents or injuries.

Other Job Duties:

1. Attend safety meetings and seminars as required.
2. Operates truck, tractor, loader, backhoe, mower, in other duties that may be assigned.
3. Operates painting equipment to paint crosswalks, curbs, and other street and sidewalk markings.
4. Performs routine maintenance and repairs on equipment.
5. Mow, weeds, cuts brush, trims trees, and cleans up site by raking and/or hauling to the landfill.

6. Must be available 24 hrs. Per day, 7 days per week for snow removal duties unless time off has been arranged in advance.
7. Perform other duties as apparent or assigned and assist other departments as directed.

PHYSICAL AND ENVIRONMENTAL CHARACTERISTICS

Required Physical Activities: Carrying, Climbing, Balancing, Stooping, Kneeling, Crouching, Crawling, Reaching, Standing, Walking, Pushing, Pulling, Lifting, Grasping, Fingering, Talking, Hearing.

Physical Characteristics of the Job: Heavy work requiring exertion of up to 100 pounds of force occasionally and exertion of up to 50 pounds of force frequently.

Environmental Conditions: The work is performed primarily outside and includes seasonal exposure to cold, heat, wind, rain, snow, sleet, and other weather conditions. The worker is also exposed to awkward or confining workspace, darkness or poor lighting, dirt/dust, fumes/odors, moving machinery, noise, vibration, visual strain, wetness/humidity, working on uneven ground, mechanical hazards, chemical hazards, and traffic hazards. In addition, the work may expose the employee to unpleasant social situations, significant work pace pressure and irregular work hours.

EQUIPMENT AND MATERIALS USED:

Truck and attachments, tractor and attachments, loaders and backhoes, mowers and attachments, trimmers, street sweeper, air compressor, snow plows, electrical welding equipment, combustible gas welding equipment, skid loaders, snow blowers, pumps, drills, saws, grinders, ladders, generators, chains, extension cords, measuring equipment, jackhammer, sledgehammer, pick-axe, winch, hoses, oil, forklift, concrete and asphalt tools, hydraulic tools, traffic control equipment, calculator, telephone, mobile telephone, SDS information, OSHA regulations, and other equipment as required.

EMPLOYMENT STANDARDS:

This position involves a 6-month probationary period. An evaluation of the employees' performance will be conducted at the end of the probationary period.

Required Knowledge, Skills, Abilities, Certifications & Experience

Ability to follow one or two-step verbal or demonstrated instructions.

Ability to perform simple addition and subtraction, copy figures, count, and record numbers. Ability to read and write identifying information, request supplies verbally or in writing.

Ability to operate, or learn how to operate, light-to-heavy duty construction equipment in a safe and competent manner.

Basic skills in equipment maintenance.

Ability to perform manual labor for extended periods of time often in inclement weather. Ability to use a cellular telephone and a telephone.

Knowledge of traffic laws and regulations involved in equipment operation.

Knowledge of occupational hazards and safety precautions associated with the operation of tools and equipment.

Ability to establish and maintain an effective working relationship with co-workers and the public.

Ability to pass a post-offer employment physical and a CDL required drug screen and participate in CDL-required drug screen policy testing.

Supplemental Information

Education Required: High School diploma or equivalent G.E.D.

Education Preferred: Two years of college education in a field dealing with public works tasks.

Experience Required: Three years of light and medium construction equipment, operations, or two years in a mechanical position.

Required Special Qualifications:

Shall be generally available for off-hour emergencies and/or work assignments and be able to respond in less than thirty (30) minutes.

Shall establish residency within thirty (30) miles, which takes less than 30 minutes to drive to the department maintenance facility under normal driving conditions within the first three months of employment with the city.

Shall possess and maintain a valid Class A Commercial Driver's License with Air Brakes and Tanker Endorsement issued by the State of Iowa. This certification must be obtained within 6 months of employment and have a good driving record for the past three years.

Shall possess and maintain Iowa Certified Pesticide Applicator Certification, valid in all categories necessary for the department. This certification must be obtained within 90 days of employment.



300 Railroad St.
P. 319-545-2572

PO Box 259
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Tiffin, IA 52340
www.tiffin-iowa.org

MEMORANDUM OF UNDERSTANDING

Proposed change to the Wage Study Pay Scale:

Requesting to include the new Parks & Grounds Specialist position into the Public Works Worker II pay scale like below:

City of Tiffin Salary Comparisons		Trend* Yrs to Catch Up					104% 5
CPI Adjustment*		104%	104%	104%	104%	104%	
FT EE		4	3	2	1	0	
<u>Position</u>	<u>Current</u>	<u>7/1/2024</u>	<u>7/1/2025</u>	<u>7/1/2026</u>	<u>7/1/2027</u>	<u>7/1/2028</u>	
PW Worker II & Parks & Grounds Specialist	Target	\$56,430.00	\$59,239.50	\$62,142.98	\$65,144.18	\$68,247.02	\$71,455.56
	Disparity	\$58,731.26	\$61,080.51	\$63,523.74	\$66,064.68	\$68,707.27	\$71,455.56
	Raise	\$2,301.26	\$1,841.01	\$1,380.76	\$920.51	\$460.25	\$0.00
			\$2,809.50	\$2,903.47	\$3,001.20	\$3,102.84	\$3,208.54

City of Tiffin

Tim Kasperek, Mayor

For AFSCME Local 183 – Tiffin

ATTEST: _____
Abigail Hora, City Clerk

For AFSCME Local 183 – Tiffin

City of Tiffin
Salary Comparisons

Trend* 104%
Yrs to Catch Up 5

	CPI Adjustment*	104%	104%	104%	104%	104%
FT EE		4	3	2	1	0
<u>Position</u>	<u>Current</u>	<u>7/1/2024</u>	<u>7/1/2025</u>	<u>7/1/2026</u>	<u>7/1/2027</u>	<u>7/1/2028</u>
PW Director	\$85,928.00	\$93,620.33	\$101,478.51	\$109,509.18	\$117,719.24	\$126,115.86
Target	\$103,658.04	\$107,804.36	\$112,116.54	\$116,601.20	\$121,265.25	\$126,115.86
Disparity	\$17,730.04	\$14,184.03	\$10,638.03	\$7,092.02	\$3,546.01	\$0.00
Raise		\$7,692.33	\$7,858.18	\$8,030.67	\$8,210.06	\$8,396.62
Building Official	\$80,082.00	\$84,022.60	\$88,096.26	\$92,308.28	\$96,664.20	\$101,169.78
Target	\$83,154.19	\$86,480.35	\$89,939.57	\$93,537.15	\$97,278.64	\$101,169.78
Disparity	\$3,072.19	\$2,457.75	\$1,843.31	\$1,228.87	\$614.44	\$0.00
Raise		\$3,940.60	\$4,073.65	\$4,212.02	\$4,355.92	\$4,505.58
City Clerk	\$76,650.00	\$79,283.61	\$82,036.97	\$84,914.89	\$87,922.33	\$91,064.48
Target	\$74,848.37	\$77,842.30	\$80,955.99	\$84,194.23	\$87,562.00	\$91,064.48
Disparity	-\$1,801.64	-\$1,441.31	-\$1,080.98	-\$720.65	-\$360.33	\$0.00
Raise		\$2,633.61	\$2,753.36	\$2,877.91	\$3,007.44	\$3,142.15
Bldg Inspector II/Plans Exam.	\$73,500.00	\$77,328.77	\$81,281.07	\$85,361.84	\$89,576.21	\$93,929.53
Target	\$77,203.23	\$80,291.35	\$83,503.01	\$86,843.13	\$90,316.85	\$93,929.53
Disparity	\$3,703.23	\$2,962.58	\$2,221.94	\$1,481.29	\$740.65	\$0.00
Raise		\$3,828.77	\$3,952.30	\$4,080.77	\$4,214.37	\$4,353.32
Construction Inspector I	\$50,000.00	\$55,954.43	\$62,015.23	\$68,186.64	\$74,473.09	\$80,879.19
Target	\$66,476.80	\$69,135.87	\$71,901.31	\$74,777.36	\$77,768.45	\$80,879.19
Disparity	\$16,476.80	\$13,181.44	\$9,886.08	\$6,590.72	\$3,295.36	\$0.00
Raise		\$5,954.43	\$6,060.79	\$6,171.41	\$6,286.45	\$6,406.10
Deputy City Clerk	\$54,267.00	\$57,168.24	\$60,161.18	\$63,249.48	\$66,436.96	\$69,727.59
Target	\$57,311.00	\$59,603.44	\$61,987.58	\$64,467.08	\$67,045.76	\$69,727.59
Disparity	\$3,044.00	\$2,435.20	\$1,826.40	\$1,217.60	\$608.80	\$0.00
Raise		\$2,901.24	\$2,992.94	\$3,088.30	\$3,187.48	\$3,290.63
Utility Clerk II Target	\$52,815.34	\$54,927.95	\$57,125.07	\$59,410.07	\$61,786.47	\$64,257.93
Utility Clerk I	\$42,556.00	\$46,445.64	\$50,417.95	\$54,476.24	\$58,623.95	\$62,864.65
Target	\$51,670.16	\$53,736.97	\$55,886.45	\$58,121.90	\$60,446.78	\$62,864.65
Disparity	\$9,114.16	\$7,291.33	\$5,468.50	\$3,645.66	\$1,822.83	\$0.00
Raise		\$3,889.64	\$3,972.31	\$4,058.29	\$4,147.71	\$4,240.70
PW Worker II & Parks & Grounds Specialist	\$56,430.00	\$59,239.50	\$62,142.98	\$65,144.18	\$68,247.02	\$71,455.56
Target	\$58,731.26	\$61,080.51	\$63,523.74	\$66,064.68	\$68,707.27	\$71,455.56
Disparity	\$2,301.26	\$1,841.01	\$1,380.76	\$920.51	\$460.25	\$0.00
Raise		\$2,809.50	\$2,903.47	\$3,001.20	\$3,102.84	\$3,208.54
PW Worker I	\$47,590.00	\$51,531.61	\$54,544.82	\$57,645.74	\$60,837.86	\$64,124.85
Target	\$52,705.95	\$54,814.19	\$57,006.76	\$59,287.03	\$61,658.51	\$64,124.85
Disparity	\$4,103.22	\$3,282.58	\$2,461.93	\$1,641.29	\$820.64	\$0.00
Raise		\$3,941.61	\$3,013.21	\$3,100.91	\$3,192.13	\$3,286.98

City of Tiffin Salary Comparisons		Trend* Yrs to Catch Up					104% 5
FT EE	CPI Adjustment*	104%	104%	104%	104%	104%	
Position	Current	7/1/2024	7/1/2025	7/1/2026	7/1/2027	7/1/2028	
Office Assistant							
	Target	\$40,165.00	\$43,583.25	\$47,077.84	\$50,651.83	\$54,308.39	\$58,050.83
	Disparity	\$47,713.55	\$49,622.09	\$51,606.97	\$53,671.25	\$55,818.10	\$58,050.83
	Raise	\$7,548.55	\$6,038.84	\$4,529.13	\$3,019.42	\$1,509.71	\$0.00
			\$3,418.25	\$3,494.59	\$3,573.99	\$3,656.56	\$3,742.43
Park & Recreation Director							
	Target	\$75,782.00	\$80,799.84	\$85,952.18	\$91,244.39	\$96,682.08	\$102,271.05
	Disparity	\$84,059.35	\$87,421.72	\$90,918.59	\$94,555.33	\$98,337.55	\$102,271.05
	Raise	\$8,277.35	\$6,621.88	\$4,966.41	\$3,310.94	\$1,655.47	\$0.00
			\$5,017.84	\$5,152.34	\$5,292.21	\$5,437.68	\$5,588.97
Water/Wastewater Supt							
	Target	\$90,872.00	\$98,517.65	\$106,335.43	\$114,332.24	\$122,515.22	\$130,891.83
	Disparity	\$107,583.54	\$111,886.88	\$116,362.36	\$121,016.85	\$125,857.53	\$130,891.83
	Raise	\$16,711.54	\$13,369.23	\$10,026.92	\$6,684.62	\$3,342.31	\$0.00
			\$7,645.65	\$7,817.78	\$7,996.80	\$8,182.98	\$8,376.61
Fire Marshal							
	Target	\$73,500.00	\$77,328.77	\$81,281.07	\$85,361.84	\$89,576.21	\$93,929.53
	Disparity	\$77,203.23	\$80,291.35	\$83,503.01	\$86,843.13	\$90,316.85	\$93,929.53
	Raise	\$3,703.23	\$2,962.58	\$2,221.94	\$1,481.29	\$740.65	\$0.00
			\$3,828.77	\$3,952.30	\$4,080.77	\$4,214.37	\$4,353.32
Asst. CA Target							
		\$94,906.47	\$98,702.73	\$102,650.84	\$106,756.87	\$111,027.15	\$115,468.23
	Base Salary Adjustments		\$85,155.11	\$82,257.64	\$84,510.46	\$86,853.40	\$89,290.06
	IPERS Impact		\$8,038.64	\$7,765.12	\$7,977.79	\$8,198.96	\$8,428.98
	FICA Impact		<u>\$6,514.37</u>	<u>\$6,292.71</u>	<u>\$6,465.05</u>	<u>\$6,644.29</u>	<u>\$6,830.69</u>
	Total Budgetary Impact		\$99,708.11	\$96,315.47	\$98,953.30	\$101,696.65	\$104,549.73
							\$501,223.26
	\$1,219,112.00						
	If 4% Increase Only		\$48,764.48	\$50,715.06	\$52,743.66	\$54,853.41	\$57,047.54
	IPERS Impact		\$4,603.37	\$4,787.50	\$4,979.00	\$5,178.16	\$5,385.29
	FICA Impact		<u>\$3,730.48</u>	<u>\$3,879.70</u>	<u>\$4,034.89</u>	<u>\$4,196.29</u>	<u>\$4,364.14</u>
	4% Increase Only Impact		\$57,098.33	\$59,382.26	\$61,757.55	\$64,227.86	\$66,796.97
	Net Impact of Plan		\$42,609.78	\$36,933.21	\$37,195.75	\$37,468.79	\$37,752.76
							\$191,960.29

First Year- 4% Factor; future years use November versus previous November to adjust scales:
https://www.bls.gov/regions/mountain-plains/news-release/ConsumerPriceIndex_Midwest.htm

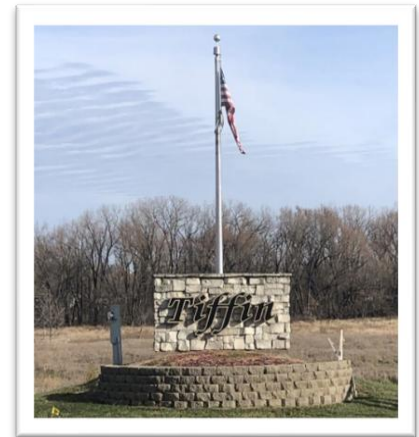
City of Tiffin, IA

CLIENT LIAISON:

Andrew Inhelder, PE
 Office: 319.364.4773
 Cell: 515.802.0906
ainhelder@msa-ps.com

DATE:

January 8, 2026



ON-GOING PROJECTS

REVERSE OSMOSIS WATER TREATMENT PLANT DESIGN – CLINT WIENEN

The footing for the new RO building has been poured, along with the trench drain trough walls in the RO building. Next on the schedule is to install the electrical manholes, complete work in the existing building, and install more storm sewer piping. Regular construction meetings have been scheduled to ensure project progress.

A Water Treatment Financial Assistance Program (WTFAP) grant application in the amount of \$500,000 was submitted to Iowa Finance Authority on October 21st. Anticipated award announcements is in December/January.

HIGHWAY 6 CONCEPT AND COST ESTIMATE – JAMES WATTERS

MSA needs council action on the following

1. Decide whether to fully signalize Croell Ave (Option 4) or install only underground infrastructure and construct offset right turn lane for NB Croell Ave traffic (Option 1). See below for context on previous discussions with council.

MSA presented costs to Council on November 18th meeting for the following items:

1. Fully Signalized Intersection - \$400-\$435k per intersection
2. Installation of underground equipment for future signalized intersection at Croell Ave = \$80-\$100k

Council was split as to whether to fully signalize Croell Ave now or wait until future traffic growth warrants signalization. It was brought up that the left turn movement onto EB US 6 would still be present with a non-signalized option at Croell Ave and US 6 and whether public feedback would continue to be received on the safety of this intersection without signalization.

There was also discussion from council as to whether an enhanced pedestrian crossing should be implemented at Stephens St in the form of a High-Intensity Activated Crosswalk system (HAWK Signal). See below image.



MSA is looking for direction on the following:

2. Pursue investigations internally and with IaDOT and suitability for HAWK Signal at Stephens St.

SYSTEMWIDE SANITARY SEWER MODEL – ERIC THOMPSON

An MSA surveying team was onsite in early December to survey locations within the sanitary system that had questionable inverts and/or bidirectional flow. The recorded changes were integrated back into the PCSWMM model and documented so that the GIS dataset can also be corrected with the new survey information (not yet completed). The Park Rd and DOT lift stations were also updated based on plans and best available information. Dry weather flow calibration has been completed, and wet weather calibration is underway. Due to the weather patterns this summer, the final deliverable will be slightly delayed and is planned to be provided in early February.

NORTH PARK ROAD IMPROVEMENTS – JAMES WATTERS

MSA staff continues to monitor the site. Traffic and erosions control measures remain functioning and in compliance. No new work has been performed on-site.

Design work is currently being done on the adjustments required to accommodate the Homemakers site on the northeast corner of the project. One entrance on the north side of the project will be moved south, an additional entrance will be designed across from Mopar Drive, and several storm sewer changes will be required. Time for this work is being tracked as a separate item, and all quantity changes will be managed with change orders subject to City approval.

Payment Applications will be submitted each month throughout the winter when/if work has been done. If no work is done, the City will be informed that no Payment Application is required.

VILLAGE DRIVE & ROBERTS FERRY ROAD SIGNAL DESIGN – CHAD WAGNER

MSA has completed a supplementary analysis report evaluating how future development could impact the intersections. The draft plans and both operational analysis reports have been sent to Iowa DOT to notify them of the City's plans. The team is now proceeding with the final design.

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

Development Name	Description
Park Place City Center, Part 1, Lot 3	No further comments sent on 1/29/25.
Hunt Club Phase 4	No further comments sent on 4/9/25.
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
Park Place City Center, Part 4, Phase 4, Lot 22 – Firing Pin	No further comments sent on 6/24/25.
Prairie Village Part 3, Phase 4	No further comments sent on 7/11/25.
301 Main Street Site Plan	No further comments sent on 8/8/25.
Homemaker's Site Plan – Phase 1	No further comments sent on 9/24/25.
Park Place City Center, Part 2, Phase 6, Lot 33 – Multipurpose Building	No further comments sent on 10/7/25.
Prairie Village Lot 55 – Medical Clinic	No further comments sent on 10/20/25.

UNDER CONSTRUCTION

Development Name	Description
Tiffin West Phase 1B	Punchlist walkthrough performed on 9/24/25. Contractor to complete punchlist and notify MSA of completion.
Tiffin Heights West ON Site	Walkthrough performed on 10/24/25. Contractor to complete punchlist and notify MSA of completion.
Village Drive Extension (By water tower)	Currently under construction. Construction began in May 2025.
The States – Anderson Addition OPD	Currently under construction. Construction began May 2025.
Bailey Way Extension	Currently under construction. Construction began October 2025. Awaiting resubmission on Easement exhibit.
Homemaker's Site Plan – Phase 1	Currently under construction. Construction began October 2025.

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.
Park Place City Center, Part 2, Phase 6, Lot 33 – Multipurpose Building	City Staff and MSA met with developer on 9/16/25. Awaiting resubmission.
Clear Creek Village	Review comments sent on 10/28/25. Awaiting resubmission.
Buffalo Ridge Development	MSA responded to initial concept plan provided to City on 10/29/25.
Grove Park	Review comments sent on 11/7/25. Awaiting resubmission.
Park Place City Center, Part 1, Phase 4, Lot 1 OPD – Event Center	Submitted on 11/12/25. Awaiting resubmission.
Homemaker's Site Plan – Phase 2	Review comments stating no additional comments sent on 12/4/25. The developer has informed us that additional revisions are being made and will be sent through for review when complete. Awaiting resubmission.
Half Moon Ave Road Extension	Awaiting submission.
Tiffin West – Drive thru	MSA responded to initial concept plan provided to City on 11/20/25.

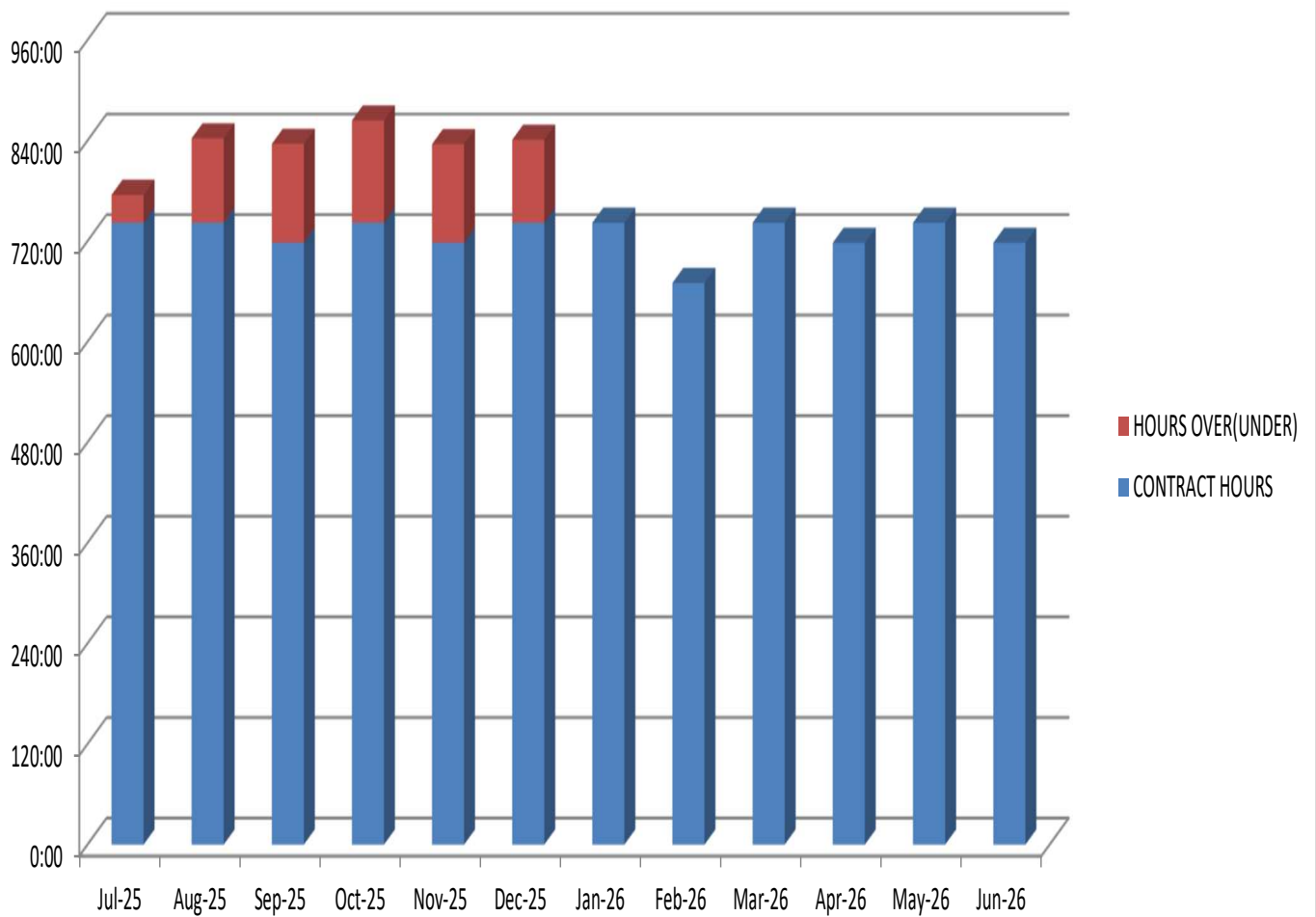
IN REVIEW

Development Name	Description

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.

CITY OF TIFFIN															
FY 25-26	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	TOTAL	% of Time	
Accident Investigation	3:46	9:08	4:59	7:25	6:05	4:29							35:52	0.7%	
Admin Duties	4:04	4:16	3:33	7:39	9:48	10:55							40:15	0.8%	
Animal	1:53	0:10	3:27	1:23	1:49	1:38							10:20	0.2%	
Civil	5:02	1:58	1:55	2:58	1:34	3:57							17:24	0.3%	
Court													0:00	0.0%	
Criminal Investigation	17:58	33:59	17:14	20:18	34:24	28:48							152:41	3.1%	
Domestic Investigation	7:08	0:22	2:42	3:11	9:40	8:59							32:02	0.6%	
Door Checks		0:11	0:27	1:43	1:39	0:44							4:44	0.1%	
Medical Assist	6:39	2:52	5:02	10:53	6:40	6:22							38:28	0.8%	
Motorist Assist	0:39	1:17	0:47	0:46	5:22	0:28							9:19	0.2%	
Office													0:00	0.0%	
On Foot	7:03	10:17	0:53	4:56	4:30	4:56							32:35	0.7%	
Other	36:26	41:11	29:22	36:17	31:36	21:18							196:10	3.9%	
Patrol	659:07	697:18	737:40	721:30	661:44	718:43							4196:02	84.0%	
Public Relations	16:11	12:51	19:19	30:08	29:59	22:12							130:40	2.6%	
Radar	3:31	1:19	3:05	7:25	10:54	1:24							27:38	0.6%	
Reports	0:55	6:57	4:26	2:06	14:32	5:02							33:58	0.7%	
Special Assignment		8:42			2:39								11:21	0.2%	
Traffic Control	0:16	0:58		1:39	0:10	0:32							3:35	0.1%	
Training	4:35	8:40		1:14		0:20							14:49	0.3%	
Trans/Relay				2:00									2:00	0.0%	
Vehicle Maintenance		0:15	1:08	0:30	2:42	0:08							4:43	0.1%	
													0:00	0.0%	
HOURS LOGGED	775:13	842:41	835:59	864:01	835:47	840:55	0:00	0:00	0:00	0:00	0:00	0:00	4994:36	100%	
HOURS REQUIRED	741:58	741:58	718:01	741:58	718:01	741:58	741:58	670:10	741:58	718:01	741:58	718:01	8736:00		
HOURS OVER (UNDER)	33:15	100:43	117:58	122:03	117:46	98:57							590:42		

City of Tiffin FY 25-26 Town Hours by Month



	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL	
911 HANGUP	27	38	26	24	31	24							170	5.07%
ADMIN/REPORT WRITING	4	7	7	7	10	12							47	1.40%
ALARM	5	6	9	10	6	5							41	1.22%
ANIMAL	10	6	15	11	7	8							57	1.70%
ASSAULT	1	1	0	0	0	1							3	0.09%
ASSIST OTHER AGENCY	3	5	1	4	3	1							17	0.51%
BURGLARY	0	0	0	1	0	0							1	0.03%
BUSINESS CHECK	65	50	41	73	65	61							355	10.58%
CHILD NEGLECT/ABUSE	0	0	1	0	0	0							1	0.03%
CIVIL TOW	0	2	0	2	1	1							6	0.18%
COMMUNITY POLICING	43	47	20	27	27	34							198	5.90%
CRIMINAL MISC/VANDALISM	4	1	4	0	1	0							10	0.30%
DEATH INVESTIGATION	1	0	0	0	0	0							1	0.03%
DIST/CIVIL	13	6	6	2	4	5							36	1.07%
DIST/DOMESTIC	3	0	5	2	12	2							24	0.72%
DIST/OTHER	8	3	3	5	6	9							34	1.01%
ESCORT/RELAY	1	5	3	3	5	1							18	0.54%
EXTRA PATROL REQUEST	14	12	7	12	6	5							56	1.67%
FIRE RESPONSE LAW	12	5	11	14	4	8							54	1.61%
FRAUD	2	3	4	3	0	1							13	0.39%
GPS MONITOR CHECK	0	0	0	0	0	0							0	0.00%
HARASSMENT/OBSCENE PHONE	2	5	2	3	5	4							21	0.63%
INFO/ALL OTHER INFO	3	5	4	1	2	2							17	0.51%
INTOXICATED PEDESTRIAN	1	3	0	1	1	0							6	0.18%
JUVENILE	1	0	4	5	5	4							19	0.57%
LITTERING/ILLEGAL DUMPING	1	4	1	0	0	1							7	0.21%
MEDICAL	19	14	17	19	17	16							102	3.04%
MENTAL IMPAIRMENT	4	2	0	7	3	0							16	0.48%
MISSING ADULT/JUVI	0	0	5	0	0	0							5	0.15%
MVA	5	7	7	12	9	6							46	1.37%
NARCOTICS	0	0	0	2	0	2							4	0.12%
OPEN DOOR/WINDOW	1	4	2	2	1	1							11	0.33%
OUT FOR FOLLOW UP	19	8	12	10	20	11							80	2.38%
OUT WITH SUBJECT	20	24	16	13	18	5							96	2.86%
PAPER SERVICE	1	1	4	5	1	1							13	0.39%
PHONE REQUEST	9	23	24	8	8	14							86	2.56%
PROPERTY LOST/FOUND	1	7	2	1	1	1							13	0.39%
PROWLER	0	0	0	0	0	0							0	0.00%
PUBLIC ASSIST	8	12	8	13	14	13							68	2.03%
SCHOOL VISIT/PATROL	0	16	47	62	39	34							198	5.90%
SEX ABUSE OFFENSE	1	0	0	0	0	0							1	0.03%
SEX OFFENDER/CHECK ADR	0	0	0	0	1	0							1	0.03%
SOLICITOR	1	3	1	0	0	0							5	0.15%
SPECIAL ASSIGNMENT	2	7	1	11	9	5							35	1.04%
SUICIDE/LAW	1	2	1	1	1	2							8	0.24%
SUPERVISOR RESPONSE	0	0	0	1	0	0							1	0.03%
SUSPICIOUS ACT/PERS/VEH	13	21	18	10	22	11							95	2.83%
THEFT	2	3	4	6	1	4							20	0.60%
THREATS	2	2	4	1	1	0							10	0.30%
TRAFFIC STOP	155	128	194	141	109	117							844	25.15%
TRAFFIC/OTHER	41	51	44	32	72	64							304	9.06%
TRESPASS	0	2	2	1	0	1							6	0.18%
UNKNOWN PROBLEM	0	0	0	1	1	1							3	0.09%
VEHICLE UNLOCK	4	5	3	4	3	4							23	0.69%
VIOLATION NCO	1	1	1	1	1	1							6	0.18%
WEAPONS OFFENSE	0	0	0	0	1	0							1	0.03%
WELFARE CHECK	7	8	7	9	5	7							43	1.28%
TOTAL CALLS FOR SERVICE	541	565	598	583	559	510	0	0	0	0	0	0	3356	

CITY OF TIFFIN FY 25-26

	<u>JUL</u>	<u>AUG</u>	<u>SEP</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>TOTAL</u>
# ICR's Generated *	12	13	23	13	13	15							89

TYPE OF OFFENSES INVESTIGATED

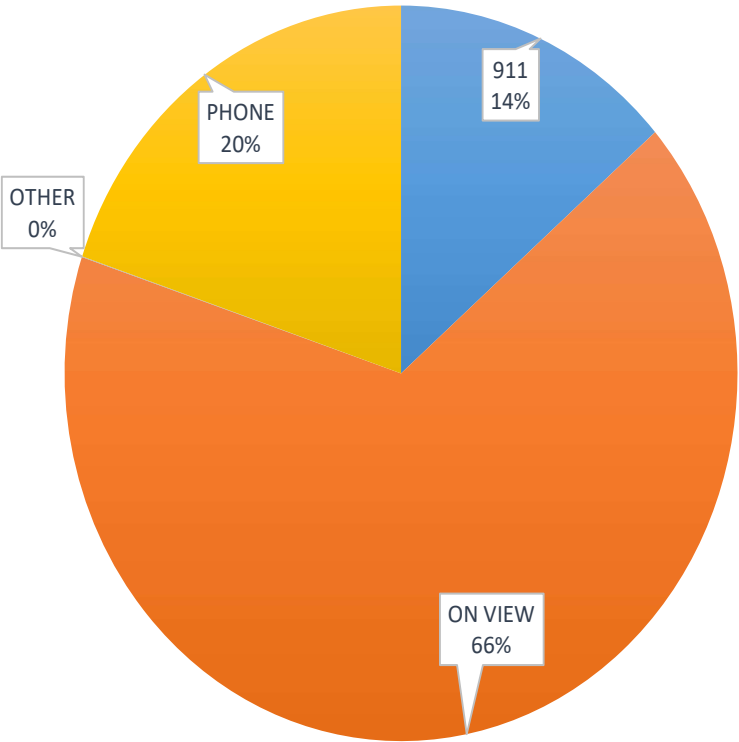
ALCOHOL VIOLATIONS (NOT OWI)	0	2	0	0	1	1							4
ASSAULT	1	0	0	0	0	1							2
ASSIST OTHER AGENCY	1	0	0	0	1	0							2
BURGLARY	0	0	0	0	0	0							0
CHILD ENDANGERMENT	1	0	1	0	0	1							3
CRIMINAL MISCHIEF	2	1	3	0	2	0							8
DEATH INVESTIGATION	1	0	0	0	0	0							1
DOMESTIC ABUSE ASSAULTS	6	0	2	0	5	3							16
DRUG OFFENSES	0	1	1	0	3	0							5
FALSE REPORT/ID/MALICIOUS PRO	1	0	0	0	0	0							1
FALSE IMPRISON/OBSTRUCT 911	0	0	1	0	0	0							1
FRAUD/FORGERY/ID THEFT	0	1	4	0	0	1							6
HARASSMENT	0	0	0	2	3	1							6
INFORMATION	0	2	5	3	2	1							13
INTERFERENCE W/ OFFICIAL ACTS	0	0	0	0	0	0							0
MISSING PERSON	0	0	1	0	0	0							1
OBSTRUCT 911 CALL	0	0	0	0	0	2							2
OTHER DRIVING OFFENSES	1	2	0	2	1	2							8
OWI	1	4	3	1	1	3							13
PROPERTY LOST/FOUND	0	0	1	0	0	0							1
SEX ABUSE/SOR VIOLATIONS	1	0	0	0	0	1							2
STALKING	0	0	0	0	0	0							0
SUSPICIOUS ACTS	0	0	0	0	0	0							0
THEFT	0	0	2	5	0	2							9
THREATS	0	0	0	0	0	0							0
UNDERAGE POSS TOBACCO/ALCH	0	1	0	0	0	0							1
VIOLATION OF NO CONTACT ORDER	1	0	1	0	9	2							13
WEAPON OFFENSE/SUSPENSION	0	1	0	0	1	0							2
TOTAL *	17	15	25	13	29	21	0	0	0	0	0	0	120

*Total number of offenses investigated could be higher than number of ICR's generated as multiple offenses may apply to a single case.

CITY OF TIFFIN FY 25-26

How Reported?	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
911	80	75	67	76	85	74							457
ON VIEW	363	355	401	395	378	340							2232
OTHER	0	1	0	0	0	0							1
PHONE	98	134	130	112	96	96							666
TOTAL	541	565	598	583	559	510	0	0	0	0	0	0	3356

City of Tiffin
How CFS were initiated July 2025 to June 2026



JCSO

DISPATCH ACTIVITY FOR A1 TIF

From 12/01/2025 To 12/31/2025

Date Reported	Time Received	Address	Call Type
12/1/2025	1:17	CASEYS/403 Stephans St	SUICIDE/LAW
12/1/2025	7:40	TIFFIN ELEMENTARY/104 N Park Rd	TR/SCHOOL PATROL
12/1/2025	7:58	412 Whitetail Ln	FIRE RESPONSE LAW
12/1/2025	7:58	412 Whitetail Ln	F1 FIRE ALARM
12/1/2025	8:26	W Marengo Rd/Bainberry St	F1 INFO
12/1/2025	9:11	511 Chloe Dr	911 HANGUP
12/1/2025	9:31	Bainberry St/Jackson St	TR/PARKING
12/1/2025	9:52	Bainberry St/Redbud Ave	TR/PARKING
12/1/2025	10:14	294 Woodfield Dr	Z Breathing Problems
12/1/2025	10:14	294 Woodfield Dr	ZF1 Breathing Problems
12/1/2025	10:41	THE DEPOT EXPRESS/221 W Marengo Rd	BUSINESS CHECK
12/1/2025	10:54	540 E Goldfinch Dr	OUT FOR INVEST/FOLLOW
12/1/2025	11:08	E Goldfinch Dr/Thomas St	TR/PARKING
12/1/2025	11:41	FAREWAY/500 Croell Ave	THEFT
12/1/2025	13:36	802 Arabian Dr	PUBLIC ASSIST
12/1/2025	14:35	302 Stephans St	TR/PARKING
12/1/2025	15:13	KUM AND GO/101 Village Dr	BUSINESS CHECK
12/1/2025	15:25	CLEAR CREEK AMANA MIDDLE SCHOOL/311 W Marengo Rd	TR/SCHOOL PATROL
12/1/2025	15:29	Roberts Ferry Rd/W Marengo Rd	MVA/PROPERTY DAMAGE
12/1/2025	17:12	80/239West	TR/MOTORIST ASSIST
12/1/2025	17:28	Village Dr/S Roberts Ferry Rd	TR/MOTORIST ASSIST
12/1/2025	19:11	463 Bainberry St	TR/PARKING
12/1/2025	19:16	469 Bainberry St	TR/PARKING
12/1/2025	20:17	MAVERIK/101 Village Dr	BUSINESS CHECK
12/1/2025	21:41	511 Chloe Dr	911 HANGUP
12/1/2025	21:45	260 Greenfield Dr	TR/PARKING
12/1/2025	22:18	534 Bluestem ST	TR/PARKING
12/1/2025	10:14	294 Woodfield Dr	E1 Breathing Problems
12/2/2025	0:13	TIFFIN REST STOP EB/80/237East	Z Back Pain
12/2/2025	6:26	Blue Jay Ct/Fawn Ave	TR/PARKING
12/2/2025	7:49	TIFFIN ELEMENTARY/104 N Park Rd	TR/SCHOOL PATROL
12/2/2025	8:18	Doe Ave/Blue Jay Ct	TR/PARKING
12/2/2025	8:36	1007 Creekside Dr	TR/PARKING
12/2/2025	9:03	107 Ridgeway Dr	VEHICLE UNLOCK
12/2/2025	9:31	CLEAR CREEK AMANA HIGH SCHOOL/551 W Marengo Rd	SCHOOL VISIT
12/2/2025	12:02	FARMERS STATE BANK/1600 N Park Rd	TRAFFIC STOP
12/2/2025	12:14	THE DEPOT EXPRESS/221 W Marengo Rd	BUSINESS CHECK
12/2/2025	12:30	300 Railroad St	ADMIN/REPORT WRITING
12/2/2025	13:38	Bainberry St/Jackson St	TR/PARKING
12/2/2025	13:58	30 S Park Rd	ANIMAL/BITE
12/2/2025	15:42	TIFFIN POST OFFICE/484 State St	ANIMAL/GENERAL
12/2/2025	16:54	CLEAR CREEK AMANA HIGH SCHOOL/551 W Marengo Rd	TRAFFIC STOP

12/2/2025	17:20	E Goldfinch Dr/Ella Ave	TRAFFIC STOP
12/2/2025	17:41	806 Redbird Run	PUBLIC ASSIST
12/2/2025	18:21	TIFFIN CITY HALL/300 Railroad St	SPECIAL ASSIGNMENT
12/2/2025	19:07	Thomas St/E Bear Dr	TR/RECKLESS DRIVER
12/2/2025	20:26	Village Dr/Club House Dr	TRAFFIC STOP
12/2/2025	21:39	218South/80EB	TR/MOTORIST ASSIST
12/3/2025	0:29	NEW YORKER/1100 Andersen Pl	FOOT PATROL
12/3/2025	1:12	IGYM/1100 Andersen Pl	BUSINESS CHECK
12/3/2025	6:38	1210 Creekside Dr	911 HANGUP
12/3/2025	6:42	1210 Creekside Dr	911 HANGUP
12/3/2025	7:51	CLEAR CREEK AMANA MIDDLE SCHOOL/311 W Marengo Rd	TR/SCHOOL PATROL
12/3/2025	8:07	TIFFIN CITY HALL/300 Railroad St	COMMUNITY POLICING
12/3/2025	8:17	S Roberts Ferry Rd/340th St SW	TRAFFIC STOP
12/3/2025	8:29	TIFFIN ELEMENTARY/104 N Park Rd	SCHOOL VISIT
12/3/2025	9:03	CLEAR CREEK AMANA HIGH SCHOOL/551 W Marengo Rd	SCHOOL VISIT
12/3/2025	9:15	BALTIC BUILDING/1163 Baltic Ave	911 HANGUP
12/3/2025	11:03	Croell Ave/Lilac St	TR/SCHOOL BUS
12/3/2025	11:35	Jackson St/Deer View Ave	TRAFFIC STOP
12/3/2025	12:05	CLEAR CREEK AMANA HIGH SCHOOL/551 W Marengo Rd	F1 FIRE ALARM
12/3/2025	12:05	CLEAR CREEK AMANA HIGH SCHOOL/551 W Marengo Rd	FIRE RESPONSE LAW
12/3/2025	12:40	561 Fawn Ave	DIST/CIVIL DISPUTE
12/3/2025	13:57	CLEAR CREEK AMANA HIGH SCHOOL/551 W Marengo Rd	JUV/GENERAL
12/3/2025	15:41	564 Dakota Ave	PHONE REQUEST
12/3/2025	15:52	14 East St	Z Unconscious/Fainting
12/3/2025	15:52	14 East St	ZF1 Unconscious/Fainting
12/3/2025	15:52	14 East St	E1 Sick Person
12/3/2025	16:56	291 Woodfield Dr	E1 MED GEN CODE 2
12/3/2025	16:56	291 Woodfield Dr	FIRE RESPONSE LAW
12/3/2025	16:56	291 Woodfield Dr	F1 CITIZEN ASSIST
12/3/2025	18:50	726 Blue Jay Ct	911 HANGUP
12/3/2025	19:12	PINSEEKERS/1515 Andersen PL	BAR CHECK
12/3/2025	20:07	715 Thomas St	UNKNOWN PROBLEM
12/3/2025	21:29	OAK HILL ELEMENTARY/504 N Park Rd	TR/PARKING
12/3/2025	21:58	N Park Rd/Oakdale Blvd	TRAFFIC STOP
12/3/2025	22:04	Forevergreen Rd/Bailey Way	TRAFFIC STOP
12/3/2025	22:21	OAK HILL ELEMENTARY/504 N Park Rd	OUT FOR INVEST/FOLLOW
12/3/2025	22:47	E Marengo Rd/Stephans St	TRAFFIC STOP
12/3/2025	23:51	MAVERIK/101 Village Dr	SUSPICIOUS/ACT/PERS/VE
12/3/2025	23:59	N Park Rd/Forevergreen Rd	TR/MOTORIST ASSIST
12/4/2025	5:50	624 Ponds Ct	MVA/PROPERTY DAMAGE
12/4/2025	6:27	618 Catherine Dr	FIRE RESPONSE LAW
12/4/2025	6:27	618 Catherine Dr	F1 INVESTIGATION
12/4/2025	9:06	Roberts Ferry Rd/W Goldfinch Dr	WELFARE CHECK
12/4/2025	9:34	250 Greenfield Dr	OUT FOR INVEST/FOLLOW
12/4/2025	9:57	N Park Rd/Oakdale Blvd	TRAFFIC STOP
12/4/2025	10:11	Forevergreen Rd/Jasper Ave NW	TRAFFIC STOP
12/4/2025	10:24	N Park Rd/Oakdale Blvd	TRAFFIC STOP

12/4/2025	10:33	Moon Flower Ave/Elderberry St	ANIMAL/GENERAL
12/4/2025	13:54	THE DEPOT EXPRESS/221 W Marengo Rd	TRAFFIC STOP
12/4/2025	15:14	CLEAR CREEK AMANA MIDDLE SCHOOL/311 W Marengo Rd	PAPER SERVICE/CIVIL
12/4/2025	18:08	80/239East	TR/ROAD HAZARD
12/4/2025	19:03	MAVERIK/101 Village Dr	OUT FOR INVEST/FOLLOW
12/4/2025	19:46	CLEAR CREEK AMANA HIGH SCHOOL/551 W Marengo Rd	TRAFFIC STOP
12/4/2025	20:55	717 Creekside Dr	INFO/ALL OTHER INFO
12/4/2025	21:02	TIFFIN FIRE DEPARTMENT/211 Main St	TRAFFIC STOP
12/4/2025	21:41	MAVERIK CONVENIENCE STORE/101 Village Dr	BUSINESS CHECK
12/4/2025	22:38	632 Calla Lily Way	HARASSMENT
12/4/2025	23:12	80/239West	TR/RECKLESS DRIVER
12/4/2025	23:12	PINSEEKERS/1515 Andersen PL	FOOT PATROL
12/5/2025	0:31	Summerhays St/E Marengo Rd	TRAFFIC STOP
12/5/2025	0:36	FAREWAY/500 Croell Ave	FOOT PATROL
12/5/2025	1:37	Aster Dr/N Park Rd	JUV/GENERAL
12/5/2025	2:01	Hwy 6 NW/380	TR/MOTORIST ASSIST
12/5/2025	7:47	TIFFIN ELEMENTARY/104 N Park Rd	TR/SCHOOL PATROL
12/5/2025	8:45	S Park Rd/340th St SW	TR/MOTORIST ASSIST
12/5/2025	9:45	CLEAR CREEK DOG RESORT/501 S Roberts Ferry Rd	BUSINESS CHECK
12/5/2025	10:09	250 Greenfield Dr	TR/PARKING
12/5/2025	10:46	CLEAR CREEK AMANA MIDDLE SCHOOL/311 W Marengo Rd	SCHOOL VISIT
12/5/2025	11:21	Bainberry St/Jackson St	TR/PARKING
12/5/2025	11:39	101 Village Dr	BUSINESS CHECK
12/5/2025	12:28	31 Renee Ln	WELFARE CHECK
12/5/2025	12:55	300 Railroad St	SPECIAL ASSIGNMENT
12/5/2025	14:03	S Park Rd/340th St SW	PHONE REQUEST
12/5/2025	14:30	220 W 3rd St	OUT FOR INVEST/FOLLOW
12/5/2025	14:56	N Park Rd/Aster Dr	TRAFFIC STOP
12/5/2025	15:19	SPROUT KIDS ACADEMY/400 Elderberry St	TRAFFIC STOP
12/5/2025	16:08	Village Dr/Mustang Dr	TR/ROAD HAZARD
12/5/2025	16:52	E Marengo Rd/N Park Rd	TR/MOTORIST ASSIST
12/5/2025	18:13	CLEAR CREEK AMANA HIGH SCHOOL/551 W Marengo Rd	SPECIAL ASSIGNMENT
12/5/2025	18:55	CLEAR CREEK AMANA HIGH SCHOOL/551 W Marengo Rd	FIRE RESPONSE LAW
12/5/2025	18:55	CLEAR CREEK AMANA HIGH SCHOOL/551 W Marengo Rd	F1 FIRE ALARM
12/5/2025	18:57	CLEAR CREEK AMANA HIGH SCHOOL/551 W Marengo Rd	COMMUNITY POLICING
12/5/2025	20:25	CLEAR CREEK AMANA HIGH SCHOOL/551 W Marengo Rd	COMMUNITY POLICING
12/5/2025	21:03	BACKBERNER/607 E Marengo Rd	BAR CHECK
12/5/2025	22:51	Hwy 6 NW/S Park Rd	TR/MOTORIST ASSIST
12/5/2025	23:04	BACK BERNER BAR & GRILL/607 E Marengo Rd	TRESPASS
12/5/2025	23:39	MAVERIK/101 Village Dr	BUSINESS CHECK
12/6/2025	0:29	115.5 Main St	911 HANGUP
12/6/2025	4:55	MAVERIK/101 Village Dr	BUSINESS CHECK
12/6/2025	6:13	632 Calla Lily Way	911 HANGUP
12/6/2025	6:45	523 Potter St	F1 FIRE ALARM
12/6/2025	6:45	523 Potter St	FIRE RESPONSE LAW

12/6/2025	7:59	530 Hunt Club Dr	DIST/NOISE GENERAL
12/6/2025	8:22	MEGASTORAGE TIFFIN/300 Greenfield Dr	THEFT
12/6/2025	8:29	MAVERIK/101 Village Dr	OUT FOR INVEST/FOLLOW
12/6/2025	10:14	814 Jackson St	Z Chest Pain
12/6/2025	10:14	814 Jackson St	ZF1 Chest Pain
12/6/2025	10:14	814 Jackson St	E1 Chest Pain
12/6/2025	10:44	THE DEPOT EXPRESS/221 W Marengo Rd	BUSINESS CHECK
12/6/2025	11:12	CLEAR CREEK DOG RESORT/501 S Roberts Ferry Rd	BUSINESS CHECK
12/6/2025	11:23	N Park Rd/Aster Dr	TRAFFIC STOP
12/6/2025	11:53	413 Kimberlite St	THEFT
12/6/2025	12:08	567 Fawn Ave	PUBLIC ASSIST
12/6/2025	12:50	Roberts Ferry Rd/Oakdale Blvd	TRAFFIC STOP
12/6/2025	13:09	400-499 W Goldfinch Dr	TR/PARKING
12/6/2025	14:57	300 Railroad St	ADMIN/REPORT WRITING
12/6/2025	15:50	80/237East	MVA/HIT AND RUN PD
12/6/2025	16:38	N Park Rd/Oakdale Blvd	TRAFFIC STOP
12/6/2025	17:41	Hwy 6 NW/S Park Rd	TRAFFIC STOP
12/6/2025	17:51	PINSEEKERS/1515 Andersen PL	BAR CHECK
12/6/2025	18:53	S Roberts Ferry Rd/Railroad St	TR/RECKLESS DRIVER
12/6/2025	19:23	DEERVIEW PARK/Deer View Ave/Jackson St	DIST/DOMESTIC
12/6/2025	19:23	DEERVIEW PARK/Deer View Ave/Jackson St	E1 Assault/Sexual Assault
12/6/2025	19:26	425 Deer View Ave	911 HANGUP
12/6/2025	20:27	Deer View Ave/Jackson St	PHONE REQUEST
12/6/2025	21:20	S Roberts Ferry Rd/340th St SW	TR/MOTORIST ASSIST
12/6/2025	22:46	214 Village Dr	DIST/FIGHT IN PROGRESS
12/7/2025	0:56	Roberts Ferry Rd/Oakdale Blvd	WELFARE CHECK
12/7/2025	3:22	TIFFIN PRECINCT/101 Railroad St	ADMIN/REPORT WRITING
12/7/2025	5:10	80/237West	MVA/PROPERTY DAMAGE
12/7/2025	9:17	904 Jackson St	PUBLIC ASSIST
12/7/2025	9:34	TIFFIN CITY PARK/809 E Marengo Rd	TR/MOTORIST ASSIST
12/7/2025	9:52	S Jasper Ave/W Forevergreen Rd	TRAFFIC STOP
12/7/2025	10:33	MAVERICK/101 Village Dr	BUSINESS CHECK
12/7/2025	11:28	566 Doe Ave	PHONE REQUEST
12/7/2025	12:54	S Roberts Ferry Rd/W Marengo Rd	TRAFFIC STOP
12/7/2025	13:45	80/239West	TR/RECKLESS DRIVER
12/7/2025	14:55	THE DEPOT EXPRESS/221 W Marengo Rd	BUSINESS CHECK
12/7/2025	15:33	Roberts Ferry Rd/Oakdale Blvd	TRAFFIC STOP
12/7/2025	16:05	CASEYS/403 Stephans St	BUSINESS CHECK
12/7/2025	17:04	300 Railroad St	ADMIN/REPORT WRITING
12/7/2025	19:25	Oakdale Blvd/Creekside Dr	TR/PARKING
12/7/2025	19:26	TIFFIN PRECINCT/101 Railroad St	PHONE REQUEST
12/7/2025	19:28	CASEYS/403 Stephans St	MVA/PROPERTY DAMAGE
12/7/2025	19:32	220 W 3rd St	911 HANGUP
12/7/2025	21:16	330 College St	DIST/NOISE GENERAL
12/7/2025	21:41	Ireland Ave NW/80	TRAFFIC STOP
12/7/2025	11:15	Roberts Ferry Rd/Oakdale Blvd	PHONE REQUEST
12/8/2025	0:32	TIFFIN PRECINCT/101 Railroad St	ADMIN/REPORT WRITING
12/8/2025	2:47	Oakdale Blvd/Green Oak Pass	TRAFFIC STOP
12/8/2025	8:31	TIFFIN ELEMENTARY/104 N Park Rd	SCHOOL VISIT
12/8/2025	10:59	CASEYS/403 Stephans St	LITTERING/ILLEGAL
12/8/2025	14:08	556 Doe Ave	OUT FOR INVEST/FOLLOW

12/8/2025	14:29	TIFFIN CITY HALL/300 Railroad St	INFO/DOC
12/8/2025	15:03	HOLIDAY WRECKER & CRANE SERVICE/1060 Hinkle Dr	CIVIL TOW
12/8/2025	15:13	HOLIDAY WRECKER & CRANE SERVICE/1060 Hinkle Dr	DIST/CIVIL DISPUTE
12/8/2025	16:54	80/380East	TR/RECKLESS DRIVER
12/8/2025	18:24	E Goldfinch Dr/Iris Ave	TRAFFIC STOP
12/8/2025	20:02	214 Village Dr	WELFARE CHECK
12/8/2025	22:07	TIFFIN ELEMENTARY/104 N Park Rd	FOOT PATROL
12/8/2025	22:38	101 Village Dr	BUSINESS CHECK
12/8/2025	23:10	205 S Park Rd	FOOT PATROL
12/8/2025	23:24	E Gable Way/Legend Dr	SUSPICIOUS/ACT/PERS/VE
12/9/2025	1:41	80/239East	TRAFFIC STOP
12/9/2025	6:08	S Roberts Ferry Rd/Greenfield Dr	TR/MOTORIST ASSIST
12/9/2025	7:41	OAK HILL ELEMENTARY/504 N Park Rd	TR/SCHOOL PATROL
12/9/2025	7:50	201 Stephans St	Z Breathing Problems
12/9/2025	7:50	201 Stephans St	ZF1 Breathing Problems
12/9/2025	7:50	201 Stephans St	E1 Heart Problems/AICD
12/9/2025	8:47	CLEAR CREEK AMANA HIGH SCHOOL/551 W Marengo Rd	E1 MED GEN CODE 2
12/9/2025	9:39	534 Deer View Ave	ASSAULT
12/9/2025	15:10	CLEAR CREEK AMANA HIGH SCHOOL/551 W Marengo Rd	TR/SCHOOL PATROL
12/9/2025	15:39	CLEAR CREEK AMANA HIGH SCHOOL/551 W Marengo Rd	JUV/GENERAL
12/9/2025	17:18	300 Railroad St	PHONE REQUEST
12/9/2025	17:38	300 Railroad St	PHONE REQUEST
12/9/2025	17:56	FARMERS STATE BANK/1600 N Park Rd	OUT WITH SUBJ
12/9/2025	18:02	E Marengo Rd/Stephans St	TR/MOTORIST ASSIST
12/9/2025	19:04	CLEAR CREEK AMANA HIGH SCHOOL/551 W Marengo Rd	COMMUNITY POLICING
12/9/2025	19:24	Ireland Ave NW/80	TRAFFIC STOP
12/9/2025	19:28	923 Summit Ct	PHONE REQUEST
12/9/2025	20:06	E Marengo Rd/Croell Ave	TR/MOTORIST ASSIST
12/9/2025	21:11	W Marengo Rd/Bainberry St	TRAFFIC STOP
12/9/2025	21:18	CLEAR CREEK AMANA HIGH SCHOOL/551 W Marengo Rd	PHONE REQUEST
12/9/2025	21:33	E Marengo Rd/Croell Ave	TR/MOTORIST ASSIST
12/10/2025	5:23	MAVERIK/101 Village Dr	BUSINESS CHECK
12/10/2025	5:40	Croell Ave/State St	TR/MOTORIST ASSIST
12/10/2025	7:37	OAK HILL ELEMENTARY/504 N Park Rd	TR/SCHOOL PATROL
12/10/2025	7:47	CLEAR CREEK AMANA HIGH SCHOOL/551 W Marengo Rd	TR/SCHOOL PATROL
12/10/2025	8:59	300 Railroad St	SPECIAL ASSIGNMENT
12/10/2025	11:27	MEGASTORAGE TIFFIN/300 Greenfield Dr	EXTRA PATROL REQUEST
12/10/2025	13:27	CLEAR CREEK AMANA HIGH SCHOOL/551 W Marengo Rd	TR/SCHOOL PATROL
12/10/2025	15:43	W Marengo Rd/Deer View Ave	TRAFFIC STOP
12/10/2025	16:00	S Roberts Ferry Rd/Village Dr	TRAFFIC STOP
12/10/2025	19:47	BACKBERNER/607 E Marengo Rd	BAR CHECK
12/10/2025	22:22	380/80South	TRAFFIC STOP
12/10/2025	22:37	W Forevergreen Rd/380	TRAFFIC STOP
12/10/2025	22:38	712 E Bear Dr	PUBLIC ASSIST
12/10/2025	22:38	712 E Bear Dr	F1 FIRE ALARM
12/10/2025	23:09	809 E Marengo Rd	TR/OWI

12/11/2025	2:46	MAVERIK CONVENIENCE STORE/101 Village Dr	BUSINESS CHECK
12/11/2025	7:05	399 Railroad St	ADMIN/REPORT WRITING
12/11/2025	7:43	TIFFIN ELEMENTARY/104 N Park Rd	TR/SCHOOL PATROL
12/11/2025	7:57	N Park Rd/Aster Dr	TRAFFIC STOP
12/11/2025	8:23	300 Railroad St	PUBLIC ASSIST
12/11/2025	8:24	FAREWAY/500 Croell Ave	PROPERTY/FOUND
12/11/2025	10:43	837 Thoroughbred Dr	Z
12/11/2025	10:43	837 Thoroughbred Dr	ZF1
12/11/2025	10:43	837 Thoroughbred Dr	E1
12/11/2025	11:11	CLEAR CREEK AMANA HIGH SCHOOL/551 W Marengo Rd	OUT FOR INVEST/FOLLOW
12/11/2025	11:47	CLEAR CREEK AMANA MIDDLE SCHOOL/311 W Marengo Rd	SCHOOL VISIT
12/11/2025	12:07	CLEAR CREEK AMANA HIGH SCHOOL/551 W Marengo Rd	PHONE REQUEST
12/11/2025	12:13	Mustang Dr/Village Dr	TRAFFIC STOP
12/11/2025	13:45	MORGANS SERVICE/230 E Marengo Rd	TRAFFIC STOP
12/11/2025	15:08	MAVERICK/101 Village Dr	BUSINESS CHECK
12/11/2025	17:44	THE DEPOT EXPRESS/221 W Marengo Rd	BUSINESS CHECK
12/11/2025	17:55	380South/80West	TR/MOTORIST ASSIST
12/11/2025	22:36	STE 100 IGYM/1100 Andersen Pl	BUSINESS CHECK
12/11/2025	23:56	380/1South	TR/MOTORIST ASSIST
12/12/2025	1:18	608 Dakota Ave	DIST/CIVIL DISPUTE
12/12/2025	3:10	KUM N GO/101 Village Dr	BUSINESS CHECK
12/12/2025	5:37	GRACE UNITED METHODIST CHURCH/300 W Marengo Rd	PUBLIC ASSIST
12/12/2025	7:34	OAK HILL ELEMENTARY/504 N Park Rd	TR/SCHOOL PATROL
12/12/2025	7:54	TIFFIN ELEMENTARY/104 N Park Rd	SCHOOL VISIT
12/12/2025	8:43	CLEAR CREEK AMANA MIDDLE SCHOOL/311 W Marengo Rd	SCHOOL VISIT
12/12/2025	9:11	CLEAR CREEK AMANA HIGH SCHOOL/551 W Marengo Rd	SCHOOL VISIT
12/12/2025	11:01	80East/218South	TR/ROAD HAZARD
12/12/2025	12:32	201 Greenfield Dr	FRAUD/IDENTITY THEFT
12/12/2025	12:50	621 Lilac St	DIST/DOMESTIC
12/12/2025	13:30	Hwy 6 NW/Roberts Ferry Rd	TR/RECKLESS DRIVER
12/12/2025	15:15	CLEAR CREEK AMANA HIGH SCHOOL/551 W Marengo Rd	PHONE REQUEST
12/12/2025	16:52	Roberts Ferry Rd/Oakdale Blvd	PHONE REQUEST
12/12/2025	21:34	CLEAR CREEK AMANA HIGH SCHOOL/551 W Marengo Rd	TRAFFIC STOP
12/12/2025	21:47	HAWK WASH/777 E Marengo Rd	TRAFFIC STOP
12/12/2025	22:37	MAVERIK/101 Village Dr	BUSINESS CHECK
12/13/2025	0:17	FAREWAY/500 Croell Ave	FOOT PATROL
12/13/2025	1:12	E Marengo Rd/N Park Rd	TRAFFIC STOP
12/13/2025	8:17	CLEAR CREEK AMANA MIDDLE SCHOOL/311 W Marengo Rd	COMMUNITY POLICING
12/13/2025	8:39	605 Catherine Dr	HARASSMENT
12/13/2025	10:15	320 Railroad St	911 HANGUP
12/13/2025	10:40	36 East St	DIST/DOMESTIC
12/13/2025	11:08	Ireland Ave NW/80	TR/MOTORIST ASSIST

12/13/2025	12:23	380/2South	MVA/PROPERTY DAMAGE
12/13/2025	15:02	KUM AND GO/100 Village Dr	BUSINESS CHECK
12/13/2025	15:04	80/239East	TR/MOTORIST ASSIST
12/13/2025	15:21	29 East St	VEHICLE UNLOCK
12/13/2025	16:10	467 Bainberry St	JUV/GENERAL
12/13/2025	16:19	TIFFIN CITY HALL/300 Railroad St	Z Overdose/Poisoning
12/13/2025	16:19	TIFFIN CITY HALL/300 Railroad St	ZF1 Overdose/Poisoning
12/13/2025	16:19	TIFFIN CITY HALL/300 Railroad St	E1 Overdose/Poisoning
12/13/2025	18:04	Forevergreen Rd/N Park Rd	TR/MOTORIST ASSIST
12/13/2025	21:24	PINSEEKERS/1515 Andersen PL	BAR CHECK
12/13/2025	22:01	709 E Goldfinch Dr	Z Choking
12/13/2025	22:01	709 E Goldfinch Dr	ZF1 Choking
12/13/2025	22:01	709 E Goldfinch Dr	E1 Choking
12/14/2025	8:59	605 Doe Ave	TR/PARKING
12/14/2025	9:19	Forevergreen Rd/Jasper Ave NW	TR/MOTORIST ASSIST
12/14/2025	9:34	Forevergreen Rd/Jasper Ave NW	TR/MOTORIST ASSIST
12/14/2025	14:40	233 Stephans St	ANIMAL/LOST
12/14/2025	16:25	631 Calla Lily Way	VEHICLE UNLOCK
12/14/2025	22:16	VERITAS CHURCH/700 Forevergreen Rd	FOOT PATROL
12/15/2025	0:50	MAVERIK/101 Village Dr	BUSINESS CHECK
12/15/2025	7:17	VERITAS CHURCH/700 Forevergreen Rd	ADMIN/REPORT WRITING
12/15/2025	7:31	322 Rolling Hills Dr	SUSPICIOUS/ACT/PERS/VE
12/15/2025	8:02	CLEAR CREEK AMANA MIDDLE SCHOOL/311 W Marengo Rd	TR/SCHOOL PATROL
12/15/2025	8:34	601 Calla Lily Way	FIRE RESPONSE LAW
12/15/2025	8:34	601 Calla Lily Way	F1 FIRE ALARM
12/15/2025	9:33	THE DEPOT EXPRESS/221 W Marengo Rd	BUSINESS CHECK
12/15/2025	9:50	TIFFIN ELEMENTARY/104 N Park Rd	SCHOOL VISIT
12/15/2025	10:07	E Marengo Rd/Croell Ave	TRAFFIC STOP
12/15/2025	12:57	MAVERICK/101 Village Dr	BUSINESS CHECK
12/15/2025	13:17	FARMERS STATE BANK/1600 N Park Rd	TRAFFIC STOP
12/15/2025	14:20	N Park Rd/Oakdale Blvd	TRAFFIC STOP
12/15/2025	14:40	OAK HILL ELEMENTARY/504 N Park Rd	TR/SCHOOL PATROL
12/15/2025	15:42	Noelridge Dr/340th St SW	TRAFFIC STOP
12/15/2025	16:24	State St/Croell Ave	TRAFFIC STOP
12/15/2025	18:08	36 East St	TR/MOTORIST ASSIST
12/15/2025	18:31	811 Redbird Run	TR/PARKING
12/15/2025	20:24	OAK HILL ELEMENTARY/504 N Park Rd	COMMUNITY POLICING
12/15/2025	21:18	380/4South	TR/OWI
12/15/2025	22:47	620 Creekside Dr	Z
12/15/2025	22:47	620 Creekside Dr	ZF1
12/15/2025	22:47	620 Creekside Dr	E1
12/16/2025	1:21	606 E Goldfinch Dr	SUSPICIOUS/ACT/PERS/VE
12/16/2025	1:31	Ella Ave/E Goldfinch Dr	SUSPICIOUS/ACT/PERS/VE
12/16/2025	1:32	606 E Goldfinch Dr	911 HANGUP
12/16/2025	1:46	E Goldfinch Dr/Ella Ave	TR/ROAD HAZARD
12/16/2025	2:04	1210 Creekside Dr	TR/PARKING

12/16/2025	2:14	Bailey Way/Forevergreen Rd	TRAFFIC STOP
12/16/2025	2:15	Bailey Way/Forevergreen Rd	ASSIST OTHER AGENCY
12/16/2025	2:18	MAVERIK CONVENIENCE STORE/101 Village Dr	BUSINESS CHECK
12/16/2025	8:19	CLEAR CREEK AMANA MIDDLE SCHOOL/311 W Marengo Rd	TR/SCHOOL PATROL
12/16/2025	9:20	W Marengo Rd/Roberts Ferry Rd	PUBLIC ASSIST
12/16/2025	9:30	CLEAR CREEK AMANA HIGH SCHOOL/551 W Marengo Rd	SCHOOL VISIT
12/16/2025	10:20	842 Appaloosa Dr	ANIMAL/WELFARE
12/16/2025	10:34	534 Deer View Ave	ESCORT/RELAY
12/16/2025	13:06	Hwy 6 NW/S Park Rd	TRAFFIC STOP
12/16/2025	13:29	1107 Croell Ave	TRAFFIC STOP
12/16/2025	14:06	THE DEPOT EXPRESS/221 W Marengo Rd	BUSINESS CHECK
12/16/2025	14:32	TIFFIN ELEMENTARY/104 N Park Rd	TR/SCHOOL PATROL
12/16/2025	16:01	TIFFIN CITY HALL/300 Railroad St	PUBLIC ASSIST
12/16/2025	16:56	80/Ireland Ave NW	TRAFFIC STOP
12/16/2025	17:52	Roberts Ferry Rd/Hwy 6 NW	ANIMAL/GENERAL
12/16/2025	18:23	TIFFIN CITY HALL/300 Railroad St	COMMUNITY POLICING
12/16/2025	18:57	CLEAR CREEK AMANA HIGH SCHOOL/551 W Marengo Rd	COMMUNITY POLICING
12/16/2025	21:20	TIFFIN CITY PARK/809 E Marengo Rd	OUT FOR INVEST/FOLLOW
12/16/2025	22:24	1201 Moon Flower AVE	DIST/NOISE GENERAL
12/17/2025	7:51	TIFFIN CITY HALL/300 Railroad St	OUT FOR INVEST/FOLLOW
12/17/2025	9:33	Ireland Ave NW/80	TRAFFIC STOP
12/17/2025	10:16	CLEAR CREEK AMANA HIGH SCHOOL/551 W Marengo Rd	SCHOOL VISIT
12/17/2025	11:55	S Park Rd/Hwy 6 NW	ANIMAL/GENERAL
12/17/2025	12:57	CLEAR CREEK AMANA HIGH SCHOOL/551 W Marengo Rd	TR/SCHOOL PATROL
12/17/2025	19:47	W Marengo Rd/Grant St	TRAFFIC STOP
12/17/2025	21:05	PINSEEKERS/1515 Andersen PL	BAR CHECK
12/17/2025	21:27	HART FAMILY DENTISTRY/403 Deer View Ave	FOOT PATROL
12/17/2025	23:28	ASTER VILLAGE/1201 Aster Dr	TRAFFIC STOP
12/18/2025	1:13	FAREWAY/500 Croell Ave	FOOT PATROL
12/18/2025	1:31	THE DEPOT EXPRESS/221 W Marengo Rd	FOOT PATROL
12/18/2025	2:22	425 Kimberlite St	911 HANGUP
12/18/2025	7:27	E Marengo Rd/N Park Rd	TRAFFIC STOP
12/18/2025	8:08	CLEAR CREEK AMANA HIGH SCHOOL/551 W Marengo Rd	TR/SCHOOL PATROL
12/18/2025	9:40	CLEAR CREEK AMANA MIDDLE SCHOOL/311 W Marengo Rd	SCHOOL VISIT
12/18/2025	16:58	106 Dogwood Ln	911 HANGUP
12/18/2025	19:58	Jackson St/Dakota Ave	TRAFFIC STOP
12/18/2025	20:10	101 Village Dr	BUSINESS CHECK
12/18/2025	20:28	N Park Rd/Oakdale Blvd	TRAFFIC STOP
12/18/2025	6:38	1339 Redbud Ave	VEHICLE UNLOCK
12/19/2025	0:28	CLEAR CREEK AMANA MIDDLE SCHOOL/311 W Marengo Rd	FOOT PATROL
12/19/2025	7:49	OAK HILL ELEMENTARY/504 N Park Rd	TR/SCHOOL PATROL
12/19/2025	8:54	Village Dr/Mustang Dr	TR/ROAD HAZARD
12/19/2025	10:10	THE DEPOT EXPRESS/221 W Marengo Rd	BUSINESS CHECK
12/19/2025	10:40	300 Railroad St	ADMIN/REPORT WRITING
12/19/2025	11:59	63 Renee Ln	ZF1 Overdose/Poisoning
12/19/2025	11:59	63 Renee Ln	E1 Overdose/Poisoning

12/19/2025	11:59	63 Renee Ln	Z Overdose/Poisoning
12/19/2025	12:55	OAK HILL ELEMENTARY/504 N Park Rd	SCHOOL VISIT
12/19/2025	13:33	Hwy 6 NW/S Park Rd	TRAFFIC STOP
12/19/2025	13:43	MAVERICK/101 VILLAGE	BUSINESS CHECK
12/19/2025	15:09	CLEAR CREEK AMANA MIDDLE SCHOOL/311 W Marengo Rd	TR/SCHOOL PATROL
12/19/2025	16:08	66 Renee Ln	PUBLIC ASSIST
12/19/2025	16:14	Village Dr/Mustang Dr	TRAFFIC STOP
12/19/2025	17:25	PINSEEKERS/1515 Andersen PL	BAR CHECK
12/19/2025	17:28	1104 Cullen Dr	SUICIDE/LAW
12/19/2025	19:11	Croell Ave/Forevergreen Rd	911 HANGUP
12/19/2025	21:56	S Park Rd/Hwy 6 NW	TRAFFIC STOP
12/20/2025	0:02	Hwy 6 NW/S Park Rd	TRAFFIC STOP
12/20/2025	0:48	Hwy 6 NW/Half Moon Rd NW	TRAFFIC STOP
12/20/2025	2:57	FARMERS STATE BANK/1600 N Park Rd	BUSINESS CHECK
12/20/2025	3:30	MAVERIK CONVENIENCE STORE/101 Village Dr	BUSINESS CHECK
12/20/2025	7:24	MAVERIK/101 Village Dr	DIST/CIVIL DISPUTE
12/20/2025	8:03	THE NEW YORK/1100 Andersen Pl	DIST/FIGHT IN PROGRESS
12/20/2025	9:47	CLEAR CREEK DOG RESORT/501 S Roberts Ferry Rd	COMMUNITY POLICING
12/20/2025	11:05	THE DEPOT EXPRESS/221 W Marengo Rd	BUSINESS CHECK
12/20/2025	11:26	E Marengo Rd/Stephans St	TRAFFIC STOP
12/20/2025	13:06	1007 Creekside Dr	Z Breathing Problems
12/20/2025	13:06	1007 Creekside Dr	ZF1 Breathing Problems
12/20/2025	13:28	300 Railroad St	ADMIN/REPORT WRITING
12/20/2025	15:59	MAVERICK/101 Village Dr	BUSINESS CHECK
12/20/2025	16:15	N Park Rd/E Marengo Rd	TRAFFIC STOP
12/20/2025	17:58	N Park Rd/Andersen Pl	TR/RECKLESS DRIVER
12/20/2025	19:46	PINSEEKERS/1515 Andersen PL	BAR CHECK
12/20/2025	21:48	BACKBERNER/607 E Marengo Rd	BAR CHECK
12/20/2025	22:32	589 N Kimberlite St	SUSPICIOUS/ACT/PERS/VE
12/20/2025	13:06	1007 Creekside Dr	E1 Breathing Problems
12/21/2025	0:26	S Roberts Ferry Rd/W Marengo Rd	TRAFFIC STOP
12/21/2025	8:23	413 Kimberlite St	PHONE REQUEST
12/21/2025	9:04	S Roberts Ferry Rd/East St	TRAFFIC STOP
12/21/2025	9:52	THE DEPOT EXPRESS/221 W Marengo Rd	BUSINESS CHECK
12/21/2025	10:30	Roberts Ferry Rd/W Marengo Rd	TRAFFIC STOP
12/21/2025	11:43	MIDNIGHT COFFEE/1100 Andersen Pl	BUSINESS CHECK
12/21/2025	13:10	CLEAR CREEK AMANA HIGH SCHOOL/551 W Marengo Rd	SPECIAL ASSIGNMENT
12/21/2025	14:46	Oakdale Blvd/Ella Ave	TRAFFIC STOP
12/21/2025	15:21	MAVERICK/101 Village Dr	BUSINESS CHECK
12/21/2025	17:15	CLEAR CREEK DOG RESORT/501 S Roberts Ferry Rd	BUSINESS CHECK
12/21/2025	17:31	1316 Legend Dr	DIST/CIVIL DISPUTE
12/21/2025	19:08	MAVERIK/101 Village Dr	BUSINESS CHECK
12/21/2025	19:14	W 3rd St/S Roberts Ferry Rd	TRAFFIC STOP
12/21/2025	19:35	W Marengo Rd/Bainberry St	TRAFFIC STOP
12/21/2025	20:55	TIFFIN CITY PARK/809 E Marengo Rd	OUT WITH SUBJ
12/21/2025	21:04	E Marengo Rd/Croell Ave	TRAFFIC STOP
12/21/2025	21:10	500 W Marengo Rd	TRAFFIC STOP
12/21/2025	21:20	S Roberts Ferry Rd/Railroad St	TRAFFIC STOP
12/21/2025	23:04	113 W Marengo Rd	DIST/FIGHT IN PROGRESS
12/21/2025	23:35	IOWA CITY POLICE DEPARTMENT/410 E WASHINGTON ST	ASSIST OTHER AGENCY

12/22/2025	7:27	W Marengo Rd/Deer View Ave	TRAFFIC STOP
12/22/2025	7:55	MAVERIK/101 Village Dr	BUSINESS CHECK
12/22/2025	8:05	N Park Rd/Oakdale Blvd	TRAFFIC STOP
12/22/2025	9:08	W Marengo Rd/Roberts Ferry Rd	TRAFFIC STOP
12/22/2025	10:21	302 Stephans St	OUT FOR INVEST/FOLLOW
12/22/2025	10:29	417 Kimberlite St	SUSPICIOUS/ACT/PERS/VE
12/22/2025	11:53	CLEAR CREEK AMANA HIGH SCHOOL/551 W Marengo Rd	TRAFFIC STOP
12/22/2025	11:56	Forevergreen Rd/N Park Rd	TR/MOTORIST ASSIST
12/22/2025	13:51	Ireland Ave NW/Village Dr	TRAFFIC STOP
12/22/2025	14:59	W Marengo Rd/Roberts Ferry Rd	TRAFFIC STOP
12/22/2025	17:11	N Park Rd/Andersen Pl	TRAFFIC STOP
12/22/2025	17:27	W Marengo Rd/Roberts Ferry Rd	TRAFFIC STOP
12/22/2025	17:52	PINSEEKERS/1515 Andersen PL	911 HANGUP
12/22/2025	18:35	E Marengo Rd/N Park Rd	TRAFFIC STOP
12/22/2025	19:59	N Park Rd/E Marengo Rd	TRAFFIC STOP
12/22/2025	21:26	VERITAS CHURCH/700 Forevergreen Rd	FOOT PATROL
12/22/2025	21:43	CLEAR CREEK AMANA HIGH SCHOOL/551 W Marengo Rd	FOOT PATROL
12/22/2025	22:20	CLEAR CREEK AMANA MIDDLE SCHOOL/311 W Marengo Rd	FOOT PATROL
12/22/2025	22:39	TIFFIN ELEMENTARY/104 N Park Rd	FOOT PATROL
12/22/2025	22:52	OAK HILL ELEMENTARY/504 N Park Rd	FOOT PATROL
12/22/2025	23:47	Ireland Ave NW/80	TRAFFIC STOP
12/23/2025	0:24	1153 Baltic Ave	Z Breathing Problems
12/23/2025	0:24	1153 Baltic Ave	ZF1 Breathing Problems
12/23/2025	0:24	1153 Baltic Ave	E1 Breathing Problems
12/23/2025	3:49	220 W 3rd St	911 HANGUP
12/23/2025	7:32	CLEAR CREEK AMANA HIGH SCHOOL/551 W Marengo Rd	F1 INFO
12/23/2025	12:57	N Park Rd/Oakdale Blvd	TRAFFIC STOP
12/23/2025	13:05	N Park Rd/Oakdale Blvd	TRAFFIC STOP
12/23/2025	19:01	W Marengo Rd/Roberts Ferry Rd	TRAFFIC STOP
12/23/2025	19:31	S Park Rd/Hwy 6 NW	TRAFFIC STOP
12/23/2025	20:08	CCA MIDDLE SCHOOL TRACK AND BASEBALL FIELD/315 W 3rd St	OUT WITH SUBJ
12/23/2025	20:45	CLEAR CREEK AMANA HIGH SCHOOL/551 W Marengo Rd	TRAFFIC STOP
12/23/2025	21:04	MAVERIK/101 Village Dr	BUSINESS CHECK
12/24/2025	8:06	1100 Ella Ave	ADMIN/REPORT WRITING
12/24/2025	10:08	THE DEPOT EXPRESS/221 W Marengo Rd	BUSINESS CHECK
12/24/2025	10:18	TIFFIN CITY PARK/809 E Marengo Rd	TRAFFIC STOP
12/24/2025	11:18	MAVERICK/101 Village Dr	BUSINESS CHECK
12/24/2025	11:44	N Park Rd/Aster Dr	TRAFFIC STOP
12/24/2025	12:46	Village Dr/Mustang Dr	TR/MOTORIST ASSIST
12/24/2025	14:09	716 E Bear Dr	FIRE RESPONSE LAW
12/24/2025	14:09	716 E Bear Dr	F1 FIRE ALARM
12/24/2025	14:24	1100 Ella Ave	TR/ROAD HAZARD
12/24/2025	15:02	Mustang Dr/Village Dr	TRAFFIC STOP
12/24/2025	17:08	CLEAR CREEK DOG RESORT/501 S Roberts Ferry Rd	COMMUNITY POLICING
12/24/2025	17:22	CLEAR CREEK AMANA HIGH SCHOOL/551 W Marengo Rd	SUSPICIOUS/ACT/PERS/VE
12/24/2025	17:47	628 Rock Ridge Rd	911 HANGUP
12/25/2025	0:50	1350 S Roberts Ferry Rd	SUSPICIOUS/ACT/PERS/VE

12/25/2025	4:09	218/96South	TR/RECKLESS DRIVER
12/25/2025	7:27	CLEAR CREEK DOG RESORT/501 S Roberts Ferry Rd	COMMUNITY POLICING
12/25/2025	9:26	655 Kimberlite St	THEFT
12/25/2025	12:34	117 Railroad St	HARASSMENT
12/25/2025	12:34	300 S Roberts Ferry Rd	SUSPICIOUS/ACT/PERS/VE
12/25/2025	12:44	NORTH LIBERTY POLICE DEPARTMENT/340 N Main St	HARASSMENT
12/25/2025	12:46	36 East St	Z F1 EMS
12/25/2025	12:46	36 East St	Z E1 MED GEN CODE 3
12/25/2025	12:46	36 East St	WELFARE CHECK
12/25/2025	14:11	325 Nightingale Dr	911 HANGUP
12/25/2025	16:01	107 Ridgeway Dr	Z Unconscious/Fainting
12/25/2025	16:01	107 Ridgeway Dr	ZF1 Unconscious/Fainting
12/25/2025	16:01	107 Ridgeway Dr	E1 Unconscious/Fainting
12/25/2025	18:41	530 Hunt Club Dr	DIST/NOISE GENERAL
12/26/2025	1:47	MAVERIK CONVENIENCE STORE/101 Village Dr	BUSINESS CHECK
12/26/2025	8:27	CASEYS/403 Stephans St	VIOLATION NO CONTACT
12/26/2025	10:31	N Park Rd/E Marengo Rd	TRAFFIC STOP
12/26/2025	12:15	719 Creekside Dr	911 HANGUP
12/26/2025	16:14	E/1104 Cullen Dr	Z Psychiatric/Abnormal
12/26/2025	16:14	E/1104 Cullen Dr	E1 Psychiatric/Abnormal
12/26/2025	16:14	E/1104 Cullen Dr	ZF1 Psychiatric/Abnormal
12/26/2025	20:28	CLEAR CREEK AMANA HIGH SCHOOL/551 W Marengo Rd	TRAFFIC STOP
12/26/2025	20:51	BELLA SALA/205 S Park Rd	FOOT PATROL
12/26/2025	21:06	ASTER VILLAGE/1301 Aster Dr	911 HANGUP
12/26/2025	21:31	VERITAS CHURCH/700 Forevergreen Rd	FOOT PATROL
12/26/2025	21:48	206 Village Dr	DIST/NOISE GENERAL
12/26/2025	22:33	S Roberts Ferry Rd/East St	OUT WITH SUBJ
12/26/2025	22:35	80/Ireland Ave NW	TRAFFIC STOP
12/26/2025	23:44	THE DEPOT EXPRESS/221 W Marengo Rd	FOOT PATROL
12/27/2025	1:03	101 Village Dr	BUSINESS CHECK
12/27/2025	12:53	515 Potter St	ZF1 Falls
12/27/2025	12:53	515 Potter St	Z Falls
12/27/2025	17:29	80/238West	TR/ROAD HAZARD
12/27/2025	17:43	BACKBERNER/607 E Marengo Rd	PUBLIC ASSIST
12/27/2025	21:33	CASEYS/403 Stephans St	BUSINESS CHECK
12/27/2025	21:44	CLEAR CREEK MOBILE HOME PARK/0-100 East St	WELFARE CHECK
12/27/2025	23:05	E Marengo Rd/Croell Ave	TRAFFIC STOP
12/27/2025	12:53	515 Potter St	E1 Falls
12/28/2025	1:36	TIFFIN ELEMENTARY/104 N Park Rd	FOOT PATROL
12/28/2025	1:44	THE NEW YORK/1100 Andersen Pl	DIST/NOISE GENERAL
12/28/2025	7:54	511 State St	WELFARE CHECK
12/28/2025	11:32	MAVERIK/101 Village Dr	BUSINESS CHECK
12/28/2025	20:38	N Park Rd/Forevergreen Rd	TRAFFIC STOP
12/28/2025	21:53	218South/80EB	TRAFFIC STOP
12/28/2025	22:15	N Park Rd/E Marengo Rd	TRAFFIC STOP
12/28/2025	22:24	N Park Rd/Oakdale Blvd	TRAFFIC STOP

12/29/2025	0:59	Andersen Pl/N Park Rd	TRAFFIC STOP
12/29/2025	2:15	306 Ridgeway Dr	Z Heart Problems/AICD
12/29/2025	2:15	306 Ridgeway Dr	ZF1 Heart Problems/AICD
12/29/2025	2:15	306 Ridgeway Dr	E1 Heart Problems/AICD
12/29/2025	2:37	200 W Marengo Rd	TR/ROAD HAZARD
12/29/2025	7:20	MEGASTORAGE TIFFIN/300 Greenfield Dr	OPEN DOOR/WINDOW
12/29/2025	7:28	Village Dr/Mustang Dr	PUBLIC ASSIST
12/29/2025	7:39	S Park Rd/Village Dr	TRAFFIC STOP
12/29/2025	7:59	246 W Goldfinch Dr	EXTRA PATROL REQUEST
12/29/2025	8:11	80/238West	TR/MOTORIST ASSIST
12/29/2025	8:46	CLEAR CREEK AMANA HIGH SCHOOL/551 W Marengo Rd	TRAFFIC STOP
12/29/2025	9:55	CLEAR CREEK AMANA MIDDLE SCHOOL/311 W Marengo Rd	COMMUNITY POLICING
12/29/2025	10:51	MAVERICK/101 Village Dr	BUSINESS CHECK
12/29/2025	11:25	300 Railroad St	ADMIN/REPORT WRITING
12/29/2025	11:32	300 Railroad St	ADMIN/REPORT WRITING
12/29/2025	13:24	511 Redbird Run	TR/MOTORIST ASSIST
12/29/2025	13:49	719 Creekside Dr	911 HANGUP
12/29/2025	15:10	E Marengo Rd/Stephans St	TRAFFIC STOP
12/29/2025	15:28	300 S Roberts Ferry Rd	PUBLIC ASSIST
12/29/2025	20:12	400-499 Iris Ct	OUT WITH SUBJ
12/29/2025	23:06	W Marengo Rd/Roberts Ferry Rd	TRAFFIC STOP
12/29/2025	23:55	Ireland Ave NW/80	TRAFFIC STOP
12/30/2025	0:47	246 W Goldfinch Dr	EXTRA PATROL REQUEST
12/30/2025	1:00	101 Village Dr	BUSINESS CHECK
12/30/2025	1:25	CLEAR CREEK AMANA HIGH SCHOOL/551 W Marengo Rd	FOOT PATROL
12/30/2025	4:01	Ireland Ave NW/Village Dr	TRAFFIC STOP
12/30/2025	4:31	246 W Goldfinch Dr	EXTRA PATROL REQUEST
12/30/2025	6:09	W Forevergreen Rd/380	TRAFFIC STOP
12/30/2025	8:25	N Park Rd/Oakdale Blvd	TRAFFIC STOP
12/30/2025	8:45	THE DEPOT EXPRESS/221 W Marengo Rd	BUSINESS CHECK
12/30/2025	10:30	TIFFIN WATER TOWER/750 S Park Rd	EXTRA PATROL REQUEST
12/30/2025	11:25	CLEAR CREEK AMANA MIDDLE SCHOOL/311 W Marengo Rd	COMMUNITY POLICING
12/30/2025	12:16	Croell Ave/Oakdale Blvd	TR/MOTORIST ASSIST
12/30/2025	13:51	Oakdale Blvd/Ella Ave	TR/PARKING
12/30/2025	15:10	Magnolia Way/Thomas St	TRAFFIC STOP
12/30/2025	17:18	N Park Rd/Oakdale Blvd	TRAFFIC STOP
12/30/2025	19:39	843 Thoroughbred Dr	SUSPICIOUS/ACT/PERS/VE
12/30/2025	21:07	813 Belgian Dr	911 HANGUP
12/30/2025	22:02	703 Thomas St	911 HANGUP
12/30/2025	22:26	W Marengo Rd/Deer View Ave	TRAFFIC STOP
12/30/2025	22:37	Croell Ave/E Marengo Rd	TRAFFIC STOP
12/31/2025	1:32	W Forevergreen Rd/380	TRAFFIC STOP
12/31/2025	2:19	Croell Ave/Oakdale Blvd	TRAFFIC STOP
12/31/2025	5:58	Ireland Ave NW/80	TRAFFIC STOP
12/31/2025	9:14	BALTIC BUILDING/1163 Baltic Ave	HARASSMENT
12/31/2025	13:54	CLEAR CREEK DOG RESORT/501 S Roberts Ferry Rd	ANIMAL/GENERAL

Total: 554



TIFFIN, IA

Monthly Activity Report

Group Summary

Account Typ...	February 2025	March 2025	April 2025	May 2025	June 2025	July 2025	August 2025	September 2025	October 2025	November 2025	December 2025	January 2026
Fund: 001 - General Fund												
Revenue	51,903.38	149,760.25	1,213,728.63	248,735.10	186,967.59	147,233.70	80,995.59	271,921.35	1,442,172.79	211,423.23	156,642.61	31,131.71
Expense	165,730.74	160,694.26	243,813.46	494,211.11	223,659.53	293,917.66	335,523.46	275,455.34	334,495.41	219,124.14	419,570.23	400,802.42
Fund 001 Surplus (Deficit):	-113,827.36	-10,934.01	969,915.17	-245,476.01	-36,691.94	-146,683.96	-254,527.87	-3,533.99	1,107,677.38	-7,700.91	-262,927.62	-369,670.71
Fund: 110 - Road Use Tax												
Revenue	45,782.32	40,983.15	78,830.12	118,083.59	70,576.80	49,291.09	51,599.05	71,822.83	50,404.41	55,026.34	50,068.53	244,515.25
Expense	75,423.21	64,827.11	38,963.49	43,754.93	41,383.79	32,239.21	71,818.14	299,081.63	46,628.60	76,523.33	103,844.13	62,281.02
Fund 110 Surplus (Deficit):	-29,640.89	-23,843.96	39,866.63	74,328.66	29,193.01	17,051.88	-20,219.09	-227,258.80	3,775.81	-21,496.99	-53,775.60	182,234.23
Fund: 112 - Employee Benefit												
Revenue	541.53	3,778.44	84,343.37	207,724.13	1,834.81	1,062.02	0.00	10,685.47	76,893.92	6,197.07	3,238.15	628.24
Expense	27,129.24	27,780.24	21,980.57	39,532.59	30,836.91	22,048.42	53,194.83	16,856.77	43,847.46	27,342.98	18,301.06	29,625.37
Fund 112 Surplus (Deficit):	-26,587.71	-24,001.80	62,362.80	168,191.54	-29,002.10	-20,986.40	-53,194.83	-6,171.30	33,046.46	-21,145.91	-15,062.91	-28,997.13
Fund: 121 - Local Option Sales Tax												
Revenue	60,139.78	72,450.55	71,045.96	79,163.84	56,325.80	96,067.76	66,657.06	84,670.39	89,242.89	0.00	154,551.64	0.00
Expense	0.00	0.00	0.00	250,061.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	102,083.38
Fund 121 Surplus (Deficit):	60,139.78	72,450.55	71,045.96	-170,897.16	56,325.80	96,067.76	66,657.06	84,670.39	89,242.89	0.00	154,551.64	-102,083.38
Fund: 125 - TIF												
Revenue	3,155.22	14,966.62	807,647.32	60,012.97	8,966.33	23,891.08	0.00	130,424.38	1,372,063.65	78,221.81	71,855.18	30,757.70
Expense	0.00	0.00	0.00	830,176.74	240,504.42	0.00	0.00	0.00	0.00	0.00	367,426.41	1,088,798.76
Fund 125 Surplus (Deficit):	3,155.22	14,966.62	807,647.32	-770,163.77	-231,538.09	23,891.08	0.00	130,424.38	1,372,063.65	78,221.81	-295,571.23	-1,058,041.06
Fund: 200 - Debt Service												
Revenue	2,488.35	16,673.64	418,442.57	953,404.40	8,262.64	6,608.97	0.00	76,966.15	602,493.78	44,916.76	26,951.86	1,274,767.01
Expense	0.00	600.00	0.00	2,544,321.25	0.00	2,050.00	0.00	1,200.00	0.00	411,325.84	550.00	0.00
Fund 200 Surplus (Deficit):	2,488.35	16,073.64	418,442.57	-1,590,916.85	8,262.64	4,558.97	0.00	75,766.15	602,493.78	-366,409.08	26,401.86	1,274,767.01
Fund: 301 - DEVELOPER - ESCROW												
Revenue	473,281.60	0.00	0.00	419,890.86	0.00	19,881.40	0.00	0.00	0.00	81,540.00	0.00	0.00
Expense	0.00	0.00	0.00	0.00	397,508.10	22,000.00	0.00	0.00	75,773.50	0.00	0.00	0.00
Fund 301 Surplus (Deficit):	473,281.60	0.00	0.00	419,890.86	-397,508.10	-2,118.60	0.00	0.00	-75,773.50	81,540.00	0.00	0.00
Fund: 304 - TIFFIN WEST - DEVELOPER REIMBURSEMENT												
Expense	0.00	0.00	0.00	0.00	0.00	281,350.00	0.00	0.00	0.00	0.00	0.00	0.00
Fund 304 Total:	0.00	0.00	0.00	0.00	0.00	281,350.00	0.00	0.00	0.00	0.00	0.00	0.00
Fund: 307 - Park Road Paving												
Revenue	0.00	0.00	5,414,031.82	0.00	0.00	230,446.29	0.00	909,553.71	0.00	0.00	0.00	0.00

Monthly Activity Report

Account Typ...	February 2025	March 2025	April 2025	May 2025	June 2025	July 2025	August 2025	September 2025	October 2025	November 2025	December 2025	January 2026
Expense	8,285.97	26,573.62	239,108.96	380,116.61	57,878.47	782,736.91	877,094.51	862,777.64	183,237.66	67,514.80	252,990.97	5,069.24
Fund 307 Surplus (Deficit):	-8,285.97	-26,573.62	5,174,922.86	-380,116.61	-57,878.47	-552,290.62	-877,094.51	46,776.07	-183,237.66	-67,514.80	-252,990.97	-5,069.24
Fund: 309 - US HWY 6 RECONSTRUCTION												
Expense	0.00	216,878.75	0.00	0.00	30,140.25	12,056.10	0.00	30,878.45	17,777.10	17,623.60	150.00	49,263.40
Fund 309 Total:	0.00	216,878.75	0.00	0.00	30,140.25	12,056.10	0.00	30,878.45	17,777.10	17,623.60	150.00	49,263.40
Fund: 316 - GO Bonds												
Revenue	1,733.91	1,922.92	1,864.37	1,867.74	1,933.49	1,937.10	1,815.51	2,006.83	1,947.86	251.81	0.00	0.00
Fund 316 Total:	1,733.91	1,922.92	1,864.37	1,867.74	1,933.49	1,937.10	1,815.51	2,006.83	1,947.86	251.81	0.00	0.00
Fund: 317 - Village Dr Expansion												
Expense	150.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fund 317 Total:	150.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fund: 326 - Town Center Land Purch												
Expense	0.00	10,000.00	0.00	0.00	236,908.00	-20.00	0.00	0.00	0.00	0.00	0.00	0.00
Fund 326 Total:	0.00	10,000.00	0.00	0.00	236,908.00	-20.00	0.00	0.00	0.00	0.00	0.00	0.00
Fund: 330 - Tiffin Firetruck												
Expense	0.00	0.00	0.00	425.40	70,110.17	28.77	500.25	0.00	5,645.00	830,698.15	420.77	1,899.00
Fund 330 Total:	0.00	0.00	0.00	425.40	70,110.17	28.77	500.25	0.00	5,645.00	830,698.15	420.77	1,899.00
Fund: 335 - Forevergreen Rd Pjt												
Revenue	0.00	0.00	0.00	315.77	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Expense	525,410.00	190.00	0.00	0.00	365.00	0.00	42.50	0.00	141,853.17	1,257.81	6,841.25	0.00
Fund 335 Surplus (Deficit):	-525,410.00	-190.00	0.00	315.77	-365.00	0.00	-42.50	0.00	-141,853.17	-1,257.81	-6,841.25	0.00
Fund: 339 - Original Town PH3												
Expense	0.00	180.91	0.00	9,357.97	0.00	2,900.00	758,438.68	236,373.31	41,307.50	223,474.07	30,264.10	0.00
Fund 339 Total:	0.00	180.91	0.00	9,357.97	0.00	2,900.00	758,438.68	236,373.31	41,307.50	223,474.07	30,264.10	0.00
Fund: 340 - Recreation Center												
Expense	0.00	68,400.00	55,900.00	86,850.00	335,713.95	274,181.04	293,836.97	31,457.96	195,309.74	1,592,950.79	631,921.58	0.00
Fund 340 Total:	0.00	68,400.00	55,900.00	86,850.00	335,713.95	274,181.04	293,836.97	31,457.96	195,309.74	1,592,950.79	631,921.58	0.00
Fund: 344 - PW - EQUIPMENT												
Expense	0.00	68,071.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fund 344 Total:	0.00	68,071.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fund: 345 - JOINT PUBLIC SAFETY BUILDING												
Expense	0.00	2,650.00	0.00	0.00	450.00	0.00	0.00	0.00	0.00	39.06	0.00	0.00
Fund 345 Total:	0.00	2,650.00	0.00	0.00	450.00	0.00	0.00	0.00	0.00	39.06	0.00	0.00
Fund: 346 - FIRE EQUIPMENT												
Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,120.00	0.00	0.00
Fund 346 Total:	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,120.00	0.00	0.00
Fund: 600 - Water												
Revenue	85,966.32	105,622.46	111,696.05	181,832.32	107,665.02	137,893.90	110,003.44	160,770.85	183,812.12	158,326.48	157,066.33	62,091.91

Monthly Activity Report

Account Typ...	February 2025	March 2025	April 2025	May 2025	June 2025	July 2025	August 2025	September 2025	October 2025	November 2025	December 2025	January 2026
Expense	173,274.35	66,459.67	61,507.77	287,908.70	69,599.71	242,510.35	123,774.71	111,053.76	88,261.79	90,118.78	63,029.47	64,270.11
Fund 600 Surplus (Deficit):	-87,308.03	39,162.79	50,188.28	-106,076.38	38,065.31	-104,616.45	-13,771.27	49,717.09	95,550.33	68,407.70	94,036.86	-2,178.20
Fund: 608 - WATER TREATMENT PLANT												
Expense	0.00	0.00	0.00	32,000.00	0.00	19,812.60	478,842.42	766.00	366,557.87	433,204.19	530,812.83	0.00
Fund 608 Total:	0.00	0.00	0.00	32,000.00	0.00	19,812.60	478,842.42	766.00	366,557.87	433,204.19	530,812.83	0.00
Fund: 610 - Sewer												
Revenue	116,527.08	119,190.75	114,975.43	121,195.03	124,504.80	139,486.56	127,373.79	128,300.62	143,498.30	136,288.37	130,615.87	44,299.24
Expense	46,304.77	47,604.71	52,740.67	452,437.18	46,865.97	86,394.05	145,620.10	77,299.87	54,287.04	48,059.00	40,777.67	379,234.54
Fund 610 Surplus (Deficit):	70,222.31	71,586.04	62,234.76	-331,242.15	77,638.83	53,092.51	-18,246.31	51,000.75	89,211.26	88,229.37	89,838.20	-334,935.30
Fund: 611 - Sewer Sinking												
Revenue	0.00	0.00	0.00	298,160.63	0.00	0.00	0.00	0.00	0.00	0.00	0.00	223,056.26
Expense	0.00	0.00	0.00	0.00	471,860.43	0.00	0.00	0.00	0.00	0.00	37,228.77	0.00
Fund 611 Surplus (Deficit):	0.00	0.00	0.00	298,160.63	-471,860.43	0.00	0.00	0.00	0.00	0.00	-37,228.77	223,056.26
Fund: 617 - Sanitary Sewer Infrastructure Improvement												
Expense	0.00	0.00	0.00	16,212.32	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fund 617 Total:	0.00	0.00	0.00	16,212.32	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fund: 670 - Recycling/Garbage												
Revenue	44,861.83	45,358.55	43,585.15	44,603.99	44,343.27	45,832.27	44,846.79	44,848.27	45,638.14	46,135.21	45,713.85	15,903.58
Expense	42,497.50	42,534.50	42,744.00	43,021.50	43,664.13	0.00	86,672.00	44,109.00	44,049.00	44,049.00	44,049.00	0.00
Fund 670 Surplus (Deficit):	2,364.33	2,824.05	841.15	1,582.49	679.14	45,832.27	-41,825.21	739.27	1,589.14	2,086.21	1,664.85	15,903.58
Fund: 740 - Storm Water												
Revenue	10,366.72	10,976.78	10,467.10	10,655.77	10,541.35	11,000.05	10,562.95	10,783.11	11,180.78	11,231.68	11,069.35	4,477.38
Expense	0.00	0.00	0.00	2,992.80	449.88	14,680.22	4,967.50	0.00	22,425.86	0.00	0.00	0.00
Fund 740 Surplus (Deficit):	10,366.72	10,976.78	10,467.10	7,662.97	10,091.47	-3,680.17	5,595.45	10,783.11	-11,245.08	11,231.68	11,069.35	4,477.38
Total Surplus (Deficit):	-167,457.74	-221,760.66	7,613,898.97	-2,767,733.96	-1,675,976.81	-1,178,253.14	-2,736,471.89	-84,555.77	2,357,891.94	-3,263,666.78	-1,740,404.87	-251,698.96

Fund Summary

Fund	February 2025	March 2025	April 2025	May 2025	June 2025	July 2025	August 2025	September 2025	October 2025	November 2025	December 2025	January 2026
001 - General Fund	-113,827.36	-10,934.01	969,915.17	-245,476.01	-36,691.94	-146,683.96	-254,527.87	-3,533.99	1,107,677.38	-7,700.91	-262,927.62	-369,670.71
110 - Road Use Tax	-29,640.89	-23,843.96	39,866.63	74,328.66	29,193.01	17,051.88	-20,219.09	-227,258.80	3,775.81	-21,496.99	-53,775.60	182,234.23
112 - Employee Benefit	-26,587.71	-24,001.80	62,362.80	168,191.54	-29,002.10	-20,986.40	-53,194.83	-6,171.30	33,046.46	-21,145.91	-15,062.91	-28,997.13
121 - Local Option Sales Tax	60,139.78	72,450.55	71,045.96	-170,897.16	56,325.80	96,067.76	66,657.06	84,670.39	89,242.89	0.00	154,551.64	-102,083.38
125 - TIF	3,155.22	14,966.62	807,647.32	-770,163.77	-231,538.09	23,891.08	0.00	130,424.38	1,372,063.65	78,221.81	-295,571.23	-1,058,041.06
200 - Debt Service	2,488.35	16,073.64	418,442.57	-1,590,916.85	8,262.64	4,558.97	0.00	75,766.15	602,493.78	-366,409.08	26,401.86	1,274,767.01
301 - DEVELOPER - ESCROW	473,281.60	0.00	0.00	419,890.86	-397,508.10	-2,118.60	0.00	0.00	-75,773.50	81,540.00	0.00	0.00
304 - TIFFIN WEST - DEVELO...	0.00	0.00	0.00	0.00	0.00	-281,350.00	0.00	0.00	0.00	0.00	0.00	0.00
307 - Park Road Paving	-8,285.97	-26,573.62	5,174,922.86	-380,116.61	-57,878.47	-552,290.62	-877,094.51	46,776.07	-183,237.66	-67,514.80	-252,990.97	-5,069.24
309 - US HWY 6 RECONSTRU...	0.00	-216,878.75	0.00	0.00	-30,140.25	-12,056.10	0.00	-30,878.45	-17,777.10	-17,623.60	-150.00	-49,263.40
316 - GO Bonds	1,733.91	1,922.92	1,864.37	1,867.74	1,933.49	1,937.10	1,815.51	2,006.83	1,947.86	251.81	0.00	0.00
317 - Village Dr Expansion	-150.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
326 - Town Center Land Purch	0.00	-10,000.00	0.00	0.00	-236,908.00	20.00	0.00	0.00	0.00	0.00	0.00	0.00
330 - Tiffin Firetruck	0.00	0.00	0.00	-425.40	-70,110.17	-28.77	-500.25	0.00	-5,645.00	-830,698.15	-420.77	-1,899.00
335 - Forevergreen Rd Pjt	-525,410.00	-190.00	0.00	315.77	-365.00	0.00	-42.50	0.00	-141,853.17	-1,257.81	-6,841.25	0.00
339 - Original Town PH3	0.00	-180.91	0.00	-9,357.97	0.00	-2,900.00	-758,438.68	-236,373.31	-41,307.50	-223,474.07	-30,264.10	0.00
340 - Recreation Center	0.00	-68,400.00	-55,900.00	-86,850.00	-335,713.95	-274,181.04	-293,836.97	-31,457.96	-195,309.74	-1,592,950.79	-631,921.58	0.00
344 - PW - EQUIPMENT	0.00	-68,071.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
345 - JOINT PUBLIC SAFETY ...	0.00	-2,650.00	0.00	0.00	-450.00	0.00	0.00	0.00	0.00	-39.06	0.00	0.00
346 - FIRE EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-10,120.00	0.00	0.00
600 - Water	-87,308.03	39,162.79	50,188.28	-106,076.38	38,065.31	-104,616.45	-13,771.27	49,717.09	95,550.33	68,407.70	94,036.86	-2,178.20
608 - WATER TREATMENT PL...	0.00	0.00	0.00	-32,000.00	0.00	-19,812.60	-478,842.42	-766.00	-366,557.87	-433,204.19	-530,812.83	0.00
610 - Sewer	70,222.31	71,586.04	62,234.76	-331,242.15	77,638.83	53,092.51	-18,246.31	51,000.75	89,211.26	88,229.37	89,838.20	-334,935.30
611 - Sewer Sinking	0.00	0.00	0.00	298,160.63	-471,860.43	0.00	0.00	0.00	0.00	0.00	-37,228.77	223,056.26
617 - Sanitary Sewer Infrastr...	0.00	0.00	0.00	-16,212.32	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
670 - Recycling/Garbage	2,364.33	2,824.05	841.15	1,582.49	679.14	45,832.27	-41,825.21	739.27	1,589.14	2,086.21	1,664.85	15,903.58
740 - Storm Water	10,366.72	10,976.78	10,467.10	7,662.97	10,091.47	-3,680.17	5,595.45	10,783.11	-11,245.08	11,231.68	11,069.35	4,477.38
Total Surplus (Deficit):	-167,457.74	-221,760.66	7,613,898.97	-2,767,733.96	-1,675,976.81	-1,178,253.14	-2,736,471.89	-84,555.77	2,357,891.94	-3,263,666.78	-1,740,404.87	-251,698.96

Tiffin Community Recreation Center Monthly Report

OWNER REPORT | December 2025

Miron Project Number 250120





ABOUT MIRON

OUR VISION & VALUES

We recently embarked on a journey to define core values that are a more accurate reflection of Miron's culture and what we bring to every project we are honored to undertake.

Through listening sessions with employees from every facet of our organization, we gathered stories, shared experiences, and discovered commonalities, ultimately identifying values authentic to who we are today, and who we want to be for the next 100+ years.

At Miron, we **Stay Grounded, Think Big, Rally Together, Dig Deep, and Build Legacies.**

Our team lives out these core values every day. We put an emphasis on building lasting relationships and fulfilling the commitments we make to our clients, our partners, and each other.

As your partner throughout the construction process, we rely on transparent communication and focus on the details, standing behind our work and providing unparalleled service.

Our *commitment* reaches beyond construction;
our *passion* brings *dreams* to life.



Table of Contents

Executive Summary

Action Items

Design Items

Quality

Construction Summary

Risk Management

Progress Photos

Contract Summary

Contingency Summary

Supporting Documentation & Resources

KEY PROJECT DRIVERS

- Create inviting recreation center
- Communication with the City and Public
- Cost



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Executive Summary

Overview

Happy New Year and welcome to the project completion year! The pre-engineered building installers have been busy! The skeleton of the building is completed. They are getting the building ready for siding by installing jambs where the horizontal siding will go and installing strapping on the underside of the roof. Metal panels on the North have started and will continue wrapping around the building. The masons are wrapping up the locker rooms and working well with the plumber and electrician to make sure in wall rough-in's are completed. The steel beams, that the track hangs from are installed as well. Looking ahead in January, the roof and siding will continue. We will also start steel erection for the 2nd floor.

Major Milestones / Accomplishments

- Pre-engineered building erected
- Exterior metal siding has started

Upcoming Milestones

- Building enclosure

Key Issues and Concerns

- Color selection of AF-2
- Electrical and Gas service to building
- Weather and building enclosure to pour slabs on grades



*Be authentic, lead with
humility, and recognize the
needs of others. Care for one
another and extend a helping
hand wherever it's needed.
Honor our history.*



Design/Action Items

Accomplishments

- ASI to reflect width of basketball court was received

Upcoming Submittals/Design Deliverables

- Submission of fire protection shop drawings

Submittals

- Exterior louver shop drawing and color

Requests for Information

- 17 Total RFI's
- 1 RFI's this month
- 0 Pending answers
 - 0 over due

Areas of Concern / Focus

- ASI's to be released:
 - SW mechanical screen door move
 - Civil updates that were not previously issued
 - Exterior metal panel call out drawing cleanup
- Athletic flooring color selection
 - Selected color for AF-2 (Navy) was in a different price range. Reviewing color selections for AF-1 and AF-2.



Get involved, respond with urgency, and work as a team to get the job done. Leverage the strengths of each individual and overcome obstacles as one.



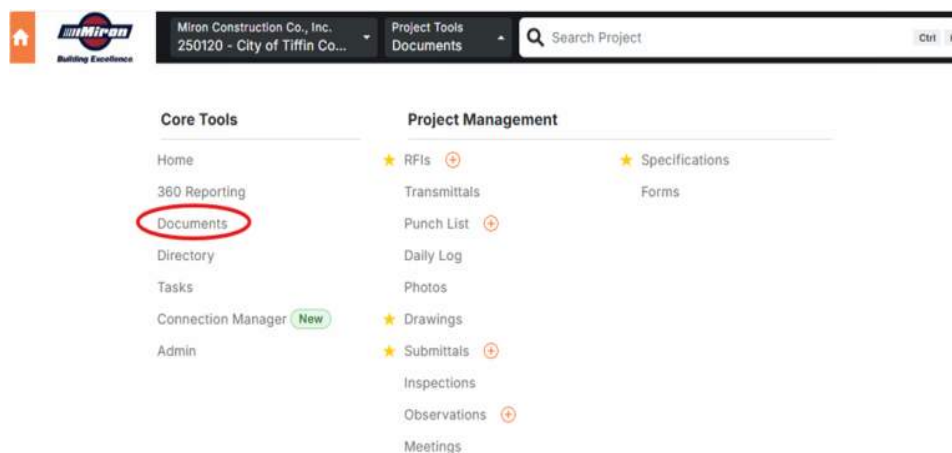
Quality

Inspections

- See attached “Daily Log Inspections”

Test Results

- Can be found in Procore. See below for accessibility.
 - Log into your Procore account and select 250120 – City of Tiffin Community Recreation Center
 - Under Project Tools click “Documents” under Core Tools



- In the file tree select the Testing Reports Folder

Quality Issues & Resolution

- N/A

Upcoming Preinstallation Meetings

- Interior steel erection



Bring the passion, keep moving forward, and stay focused on the results. Champion the competitive spirit, make the most of every opportunity, and stay hungry.



Construction Summary

Schedule Update

Scheduled December Activities:

- Foundation backfill (95%)
- Erection of pre-engineered metal building (25%)
- PEMB Roofing (0%)
- PEMB exterior metal panels (10%)
- Stoop topping slabs (100%)
- Locker Room CMU (85%)

Scheduled January Activities:

- 2nd floor interior steel
- Locker Room CMU
- PEMB roofing
- PEMB exterior metal panels

Manpower Report

List of major subcontractors & number of employees onsite:

Total number of employees: 32

- AAA Mechanical – 1
- Cedar Valley Steel – 4
- Merit Construction – 1
- Miron Concrete - 6
- Miron Construction Manager - 2
- Price Electric – 2
- Seehase Masonry - 7
- SG Construction – 8
- Schrader Excavating & Grading Co – 1

Delays

- Weather – See Daily Log Weather Report
 - 3 days in December
 - 12/04/25 – Dangerous cold temperatures
 - 12/18/25 – Rain in morning and high winds in afternoon (25-30mph sustained, gust up to 45mph)
 - 12/29/25 – High winds (25mph sustained, gust 40+mph)

Weather Delays (Construction)		
Scheduled	Occurred	Left
12	5	7

- Materials & Labor
 - Type C metal panel – delivery on 1/20/26

Key Issues / Concerns & Recommended Action Steps

- Coordination of openings in CMU
- Installation progress of exterior metal panels and roof



*Deliver unmatched quality,
create meaningful
connections, and craft
unforgettable experiences in
everything we do. Capture
what truly matters and find
ways to inspire.*



Risk Management

Key Safety Statements & Focus Issues

The below safety topics are areas of focus for this month:

- Fall protection
- Staying clear during steel erection
- Winter readiness and slip/trips/falls
- Reminder – No smoking on project site

Safety Incidents (Past Month)

- Near misses – 0
- Recordable injuries – 0
- Lost-time injuries – 0



Contract Summary

Contract Summary		Construction Manager Contingency Summary			Owner Contingency Summary			
Original Contract Amount:	\$12,435,142.00	CMaR Contingency Amount:	\$567,585.00		Owner Contingency Amount:	\$0.00		
Change Orders to Date:	-\$1,042,001.88	Change Orders to Date:	-\$115,166.86		Change Orders to Date:	\$225,451.17		
Current Contract Value:	\$11,393,140.12	CMaR Contingency Value:	\$452,418.14		Owner Contingency Value:	\$225,451.17		
Current Scope Revisions								
Description		Number	Date Submitted	Status	Allowance Item?	CMaR Contingency Item?	Owner Contingency Item?	Estimated Cost Impact
100% IFC Set - Civil BP1 (Add Fire Protection Line)		001	6/16/2025	Approved	Yes	Yes		\$7,300.12
ASI-01 Civil Utility Information		002	7/3/2025	Approved				\$0.00
Bid Package #2 Bid Documents and Drawing Updates		003	9/8/2025	Approved				\$0.00
Finalize Contract Budgets from Bid Package #2		004	8/21/2025	Approved				\$0.00
BP #2 Contract Reconciliation		005	9/25/2025	Approved				-\$1,042,001.88
ASI-02 Transformer Pad, Changes Related to PEMB, Changes Related to Elevator		006	10/3/2025	Approved		Yes		-\$53,254.03
Credit to change electrical wiring to MC cable in metal studs per RFI #6		007	10/3/2025	Approved		Yes		\$7,358.01
ASI-03 Add Door to Mechancial Room		008	11/4/2025	Approved			Yes	-\$12,063.59
Reroute existing water and swere line to move ou for aggregate piers		009	10/9/2025	Approved	Yes			-\$14,543.95
ASI-04 Add additional water piping per city comments		010	11/5/2025	Approved			Yes	-\$86,485.30
ASI-05 Electrical Modifications		011	10/31/2025	Approved		Yes		\$0.00
ASI-06 Fire Alarm change to Voice		012	10/31/2025	Approved			Yes	-\$30,591.94
ASI-07 Fire Marshal Modifications (additional signage,elevator knox box)		013	11/21/2025	Approved		Yes		-\$2,495.58
Paper faced abuse board in lieu of glass-mat board		014	11/5/2025	Approved			Yes	\$4,100.00
ASI-08 Panel C Cut Joints		015	11/25/2025	Approved		Yes		\$0.00
ASI-09 Structural Foundation Revisions		016	11/18/2025	Approved		Yes		-\$883.48
RFI #14 Add additional data outlets for TV on elevator wall		017	12/2/2025	Approved		Yes		-\$1,581.78
ASI-10 CMU Lintel Revision		018	12/8/2026	Approved		Yes		\$0.00
ASI-11 Court Dimensions Revisions		019	1/5/2026	Collecting Pricing		Yes		
Seehase Masonry - Broken Key, Drill and Epoxy, Hauling Water		020	1/5/2026	In Review		Yes		-\$695.00

Progress Photos



Last PEMB beam for the court area



Continuation of roof purlins



Start of North section PEMB



Start of West section PEMB



Mason's preparing for East locker room wall



East locker room CMU wall starting

Progress Photos



East locker room CMU wall complete



North side roof purlins



Southwest mechanical pad poured



Transformer pad complete



North building girts and jambs being installed



Steel for track installed

Progress Photos



Backing installed for North building sign



First exterior metal panels being installed



East and West locker room CMU walls complete. Plumbing inside chase wall and layout of interior CMU walls



Attachments

1. Schedule
2. Weather Delay Log

Activity ID	Resp	Predecessor	Successors	Activity Name	Orig Dur	Rem Dur	Start	Finish	2025												2026											
									Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov				
Tiffin Community Recreation Center					276	208	30-Sep-25 A	02-Nov-26																								
PRECONSTRUCTION					0	0																										
PRECONSTRUCTION - BP1					0	0																										
PRECONSTRUCTION - BP2					0	0																										
SUBMITTALS					90	20	17-Nov-25 A	06-Feb-26																								
A1020	GENTRADES	1120	A1030	Casework Submittal	90	20	17-Nov-25 A	06-Feb-26																								
A/E REVIEW / APPROVAL					10	10	09-Feb-26	20-Feb-26																								
A1030	GENTRADES	A1020	3100	Casework Submittal - Review	10	10	09-Feb-26	20-Feb-26																								
FAB / DELIVER					148	80	30-Sep-25 A	01-May-26																								
2980	MIRON DOOR	2970	2340, 1520,	Hollow Metal Frames Fab and Deliver	45	45	30-Sep-25 A	13-Mar-26																								
2990	MIRON DOOR	2970	2920	Hollow Metal Doors Fab and Deliver	60	60	30-Sep-25 A	03-Apr-26																								
2300	TSF	2220	2380	Steel - Sequence 4 GL2 thru GL5 Fab and Deliver	73	6	03-Oct-25 A	19-Jan-26																								
2310	TSF	2230	2390	Steel - Sequence 5 GL5 thru GL11/Track Fab and Deliver	83	13	03-Oct-25 A	28-Jan-26																								
1690	MEP	1910	2850	RTU - Fab and Delivery	60	5	13-Oct-25 A	16-Jan-26																								
2320	TSF	2240	2400	Steel - Sequence 6 Main Stair Fab and Deliver	106	28	20-Oct-25 A	18-Feb-26																								
2330	TSF	2250	2410	Steel - Sequence 7 Running Track Stair Fab and Deliver	111	53	20-Oct-25 A	25-Mar-26																								
2340	TSF	2260	2420	Steel - Sequence 8 Running Track Railing Fab and Deliver	107	33	28-Oct-25 A	25-Feb-26																								
2350	TSF	2270	2430	Steel - Sequence 9 Mechanical Screen Fab and Deliver	117	43	28-Oct-25 A	11-Mar-26																								
1270	OTIS	1220	1830	Elevator - Fab and Deliver	70	70	12-Jan-26*	17-Apr-26																								
2530	ZEPHYR	3070, 2500	1840	Curtain Wall/Aluminum Entrance/Glazing Fab and Deliver (Hold RO Openings)	45	45	12-Jan-26	13-Mar-26																								
3000	MIRON DOOR	2970	3080, 2920	Wood Doors & Hardware Fab and Deliver	70	70	12-Jan-26*	17-Apr-26																								
2510	ZEPHYR	3070, 2500,	1840	Curtain Wall/Aluminum Entrance/Glazing Fab and Deliver (Field Verification Openings)	15	15	13-Jan-26	02-Feb-26																								
3100	GENTRADES	A1030	2080	Casework Fab and Delivery	50	50	23-Feb-26	01-May-26																								
SITEWORK					87	87	11-May-26	11-Sep-26																								
2120	SCHRADER	1830	1940	Rough Grade	5	5	11-May-26	15-May-26																								
1940	ALL AMERICAN	1840, 2120	1960, 1950	Site Concrete - Curbs and Sidewalks	8	8	18-May-26	28-May-26																								
1960	SCHRADER	1940, 1340,	1870	Final Grade	5	5	29-May-26	04-Jun-26																								
1870	CULVERS	1960, 1440	1760	Landscape	10	10	05-Jun-26	18-Jun-26																								
1950	LLPELL	1940, 1720	1760	Asphalt Overlay and Parking Lot Striping	5	5	07-Sep-26	11-Sep-26																								
CONSTRUCTION					196	185	24-Dec-25 A	30-Sep-26																								
3190	MERIT	A1090, 3090	3120	Exterior Metal Panels Building B	4	3	24-Dec-25 A	14-Jan-26																								
1440	MERIT	1370	2110, 1870,	Exterior Metal Panels Building A	20	18	08-Jan-26 A	04-Feb-26																								

- Actual Work
■ Remaining Work
■ Critical Remaining Work
◆ Milestone



Please review the activities for which you are responsible and the relationships to the activities of other trades. If you have questions or comments, please contact **Patrick Myers & Corey Boyles** immediately. If we receive no comments from you by **5 working days**, we will assume a lack of response to be your agreement and commitment to the durations, relationships, and sequencing of this plan. As always, we will attempt to improve upon the dates shown. Periodic updates will be distributed as the project progresses.



Activity ID	Resp	Predecessor	Successors	Activity Name	Orig Dur	Rem Dur	Start	Finish	2025												2026																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
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	3120	MERIT	3190, 3090	3130, 2780	Roofing Building B	4	3	08-Jan-26 A	19-Jan-26																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																		

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Activity ID	Resp	Predecessor	Successors	Activity Name	Orig Dur	Rem Dur	Start	Finish	2025												2026											
									Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov				
	2420	TSF	2410, 2340	1680	Steel - Sequence 8 Running Track/Railing Instal	7	7	17-Mar-26	26-Mar-26																							
	2840	MIRON CONC	1360	2830, 2940	Prep/Pour/Strip Slab on Grade - Green	3	3	17-Mar-26	19-Mar-26																							
	2830	MIRON CONC	2840	1990, 2410	Prep/Pour/Strip Slab on Grade - Brown	3	3	20-Mar-26	24-Mar-26																							
	1560	AAAMECH	1550, 1570	1660	2nd Floor In Wall Rough In - Plumbing	5	5	23-Mar-26	27-Mar-26																							
	3160	PRICEELEC	1550	1660	2nd Floor In Wall Rough In - Electrical	5	5	23-Mar-26	27-Mar-26																							
	1520	PEARSON	1430, 1360, 1530,	2340, 1530,	1st Floor Interior Steel Stud Framing	10	10	24-Mar-26	06-Apr-26																							
	1540	ILTENS	1300, 1360	2010, 1530	1st Floor Overhead Rough In - Mechanical	15	15	24-Mar-26	13-Apr-26																							
	2340	GENTRADES	2980, 1600, 1550,	1600, 1660	Hollow Metal Frame Installation	3	3	24-Mar-26	26-Mar-26																							
	1990	MERIT	2830, 2110,	2890	PEMB - Interior Liner Panels	15	15	25-Mar-26	14-Apr-26																							
	2940	TRI CITY FP	2840	1630	1st Floor Fire Protection	15	15	25-Mar-26	14-Apr-26																							
	2410	TSF	2330, 2400,	2420	Steel - Sequence 7 Running Track/Stair Intall/Detail	5	5	26-Mar-26	01-Apr-26																							
	1530	AAAMECH	1520, 1540	1600	1st Floor In Wall Rough In - Plumbing	15	15	27-Mar-26	16-Apr-26																							
	1660	PEARSON	2340, 1560,	1670	2nd Floor Drywall - Hang	3	3	30-Mar-26	01-Apr-26																							
	1670	PEARSON	1660	1680	2nd Floor Drywall - Tape and Sand	5	5	02-Apr-26	08-Apr-26																							
	3150	PRICEELEC	1520	1600	1st Floor In Wall Rough In - Electrical	15	15	07-Apr-26	27-Apr-26																							
	1680	YOUNGS	1580, 1670,	1700, 2080,	2nd Floor Paint	8	8	09-Apr-26	20-Apr-26																							
	3010	APPLEBY	1680	1700	2nd Floor Wall Tile	8	8	13-Apr-26	22-Apr-26																							
	2010	PRICEELEC	1540, 1650	1830	Permenant Power	1	1	14-Apr-26	14-Apr-26																							
	1830	OTIS	1270, 2010	1740, 2120	Elevator Installation	15	15	20-Apr-26	08-May-26																							
	2890	PRICEELEC	1680, 1990	1760	2nd Floor - Electrical Trim and Lights	10	10	21-Apr-26	04-May-26																							
	2900	ILTENS	1680	1820	2nd Floor - Fabric Duct and Diffusers	8	8	21-Apr-26	30-Apr-26																							
	2910	H2I	1680	1720	Gym Equipment - Installation	20	20	21-Apr-26	18-May-26																							
	1700	AAAMECH	1680, 3010	2090	2nd Floor Plumbing Fixtures	5	5	23-Apr-26	29-Apr-26																							
	1600	PEARSON	2340, 1530,	1610	1st Floor Drywall - Hang	10	10	28-Apr-26	11-May-26																							
	1610	PEARSON	1600	1620	1st Floor Drywall - Tape and Sand	15	15	12-May-26	02-Jun-26																							
	1620	YOUNGS	1610, 1470	3080, 1630,	1st Floor Paint	8	8	03-Jun-26	12-Jun-26																							
	3020	APPLEBY	1620	1640	1st Floor Wall Tile	15	15	08-Jun-26	26-Jun-26																							
	1630	HARGERS	1620, 2940	1640, 1740,	1st Floor Ceiling Tile - Grid	15	15	15-Jun-26	06-Jul-26																							
	3080	MIRON DOOR	1620, 3000	2090	Door and Hardware Installation	8	8	15-Jun-26	24-Jun-26																							
	2870	PRICEELEC	1620, 1630	1760	1st Floor - Electrical Trim and Lights	10	10	22-Jun-26	06-Jul-26																							
2880	ILTENS	1630	1820, 2090	1st Floor - Diffusers	10	10	22-Jun-26	06-Jul-26																								
1640	AAAMECH	1630, 3020	1650, 2090	1st Floor Plumbing Fixtures	5	5	29-Jun-26	06-Jul-26																								

- Actual Work
■ Remaining Work
■ Critical Remaining Work
◆ Milestone



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[illegible]

 Actual Work
 Remaining Work
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Miron Construction Co., Inc.
335 French Ct SW
Cedar Rapids, Iowa 52404
United States

Printed on Fri Jan 9, 2026 at 08:20 am CST

Job #: 250120 City of Tiffin Community Recreation Center
105 South Park Road
Tiffin Iowa. 52340

Daily Log Weather Delays For City of Tiffin Community Recreation Center

Date	Ground Conditions	Wind Conditions	Sky Conditions	Calamity	Temperature	Average	Precipitation	Comments	Attachments
12/29/25		High Wind			Very Cold			Gusts up to 40+ with sustained winds of 25.	
12/18/25		High Wind			Mild		Rain	Rain out AM, winded out afternoon- gusts to 45, 25-30 sustained.	
12/04/25					Very Cold			Negative temps - dangerous cold.	

CITY OF TIFFIN
CITY ADMINISTRATOR
REPORT TO THE CITY COUNCIL
January 16, 2026

- Bids were opened on Thursday for the Forevergreen Road/Jasper Avenue Improvements Project (roundabout). The estimate for the total project was \$6.69M. Current low bid came in at \$5.04M. There is a percentage split of this project with North Liberty. Once the bids have been reviewed by the engineer and the final bid tab is completed, I will include that in the electronic packet or hand it out on Tuesday night.
- The third readings of Ordinance No. 2025-522 and No. 2025-523 have been removed from the agenda as final plats and final plat documents have not been completed yet.
- Brian Shay will give his annual report at the meeting on Tuesday night. If there is time to review it in the work session, we will do that. If there is not time left in the work session to do that then Brian will discuss the report during the regular session.
- Even though we will be discussing the FY 2026 budget during the work session, I still think there will be a need for a special council meeting for budget discussions. Please be looking at your schedules for the week of February 9th for the special meeting.
- Attached is a highlighted draft of the results from the Minor Strategic Planning and Goal Setting session. Please review the document for accuracy. If there needs to be changes, please let me know. If there are none, I will have a final draft for council approval at the next council meeting.
- Attached for your review is a proposed City of Tiffin policy that outlines the use of public funds on employee-related recognition and morale activities. It defines which expenditures serve a valid public purpose, such as retirement events, tenure recognition, staff appreciation, and funeral flowers, and sets clear limits on what is allowable. The policy permits spending on food, non-cash gifts, and City-branded items for milestones, while prohibiting other purchases such as gift cards. It also establishes spending caps for different types of recognition and specifies eligibility criteria, while making the City Administrator responsible for oversight and updates.
- Just a friendly reminder of the joint work session with the Clear Creek Amana School on Wednesday, February 4th at 6:00 p.m. at the District Office in Oxford.



300 Railroad St. PO Box 259 Tiffin, IA 52340
P. 319-545-2572 F. 319-545-4147 www.tiffin-iowa.org

Mayor/Council/Staff Questionnaire Responses

I. Major Accomplishments (Past 12–48 Months)

A. Infrastructure & Transportation

- Trail Phase 7 completion
- Forevergreen Road/Intersection resolution
- Highway 6 Roundabout
- Construction of Mehmen Avenue and South Kimberlite Street
- North Park Road Project underway
- Highway 6 Expansion Project (design phase)
- Completion and extension of Village Drive

B. Parks & Recreation Enhancements

- Built five new park shelters
- Built two new baseball/softball fields
- Lights added at Deerview Park and Potter Park
- Rehabilitation of two detention/retention ponds and added second fountain to Big Pond

C. Facilities & Utilities

- New Public Works Facility
- Well #5 completed
- Water Treatment Plant upgrade in progress
- Recreation Center construction in progress

D. Community Development & Growth

- Completed purchase of the Downtown Block
- Residential and commercial developments continuing and increasing
- Homemakers building and IHG Hotel coming to Tiffin

E. Governance & Operations

- Special Census performed
- Expanded economic development efforts
- Public Library brought under City umbrella with increased programming
- 5-year law enforcement contract with JCSD
- Implementation of hydrant flushing and valve exercising program
- Significant equipment upgrades across departments
- Hired Assistant City Administrator
- Transitioning to full-time Fire Chief
- City Code codification (almost complete)
- Updates to City website and agenda management tool

Mayor/Council/Staff Questionnaire Responses

II. Issues and Concerns

A. Infrastructure & Transportation

- Parking challenges during tournaments at City Park
- Traffic and pedestrian safety along Highway 6 (especially near schools) and overall walkability
- General future infrastructure needs (streets like RFR south of RR tracks, South Park Road)
- Traffic signals at Deerview and Highway 6
- Maintaining current city infrastructure

B. Accessibility & Inclusivity

- Compliance with ADA and WCAG 2.1 standards
- Inclusive policies and multilingual documents for city departments

C. Financial & Resource Planning

- Future financial planning for major infrastructure projects
- Ability to finance necessary upgrades (Water Plant, WWTP, Well #6)
- General increase in water budget for plant operations
- Need for additional personnel city-wide
- Planning for additional land for future City Hall

D. Public Safety & Services

- Future of law enforcement contract with JCSD
- Fire Department culture, organization, and facility needs

E. Community Engagement & Education

- Public education on water plant upgrades (softener adjustments/removal)
- Clear objectives and goals for each city department with deadlines and Council follow-up

F. Policy & Administration

- Onboarding, performance reviews, staff development tools
- Review of animal licensing and registration fees
- Review of municipal infractions enforcement mechanisms
- Current garbage and recycling contract

G. External Factors & Technology

- State legislative changes (property tax/TIF/LOST reform)
- Keeping current with technology

Mayor/Council/Staff Questionnaire Responses

III. Significant Minor Projects, Initiatives, or Programs (Next 60 Months)

A. Infrastructure & Utilities

- General street maintenance (crackfilling, dips, broken panels)
- Planning for water/sewer expansion upgrades
- Planning for traffic/road expansions
- Sealcoat/pave South Park Road, 340th Street, and shoulders on RFR
- Pave or sealcoat graveled portions of Public Works facility
- Generators for Water Tower and Well #3
- Comminutor/grinder for Park Road lift station
- Paint Water Tower with new logo and lighting
- Upgrade IT system at City Hall
- Continue GIS mapping of utilities

B. Parks & Recreation Enhancements

- Increase recreation programming and park upgrades (trash receptacles, robotic line painter)
- Construction of restrooms at Deerview Park and auxiliary fields
- Splash pad at Deerview Park
- Second dog park
- Improve all current ball diamonds
- Pave Trailhead parking lot off RFR
- Update recreation trail plan (expansion, signage, mapping)
- Stock detention/retention ponds
- Purchase land for park expansions and for long-term success/growth of City

C. Community Engagement & Programs

- Emphasis and expand community events (RecFest and similar)
- Create committees for volunteer involvement (e.g., Parks & Recreation Committee)
- ELL community programs and initiatives
- Institute employee wellness program

D. Economic Development & Branding

- Continue economic development initiatives (marketing, branding, beautification)
- Update animal licensing process
- Redo garbage and recycling contract

E. Sustainability & Innovation

- Renewable energy/conservation projects (solar field, flower turbines, rain gardens, native landscaping, tree planting)

F. Policy & Administration

- HR platform for onboarding, performance reviews, staff training
- Initiate rental inspection program with permits
- Verified vehicle replacement plan for Fire Department
- Increase/improve general efficiencies of all City operations

*Highlighted in yellow received the most votes

*Highlighted in teal are items that can be resolved by staff or are within an operational budget

Mayor/Council/Staff Questionnaire Responses

IV. Long-Term Significant Initiatives or Programs (After 2030)

A. Community Services & Amenities

- Explore childcare/BASP options at the Recreation Center
- Add aquatic component to Recreation Center (complete future phases)
- Plan for stand-alone Library
- Continue expanding recreation programs and major community amenities (e.g., amphitheater in Park Place)

B. Infrastructure & Transportation

- Update long-term transportation and arterial road network beyond current city limits
- Urbanization of RFR – including pedestrian bridge and sidewalks
- Urbanization of South Park Road
- Pave shoulders on Robert Ferry Road (until urbanization can be done)
- Open tunnel under Highway 6
- Connect city trails to soccer park, Forevergreen Road, and beyond
- Explore regional transit hub connecting Tiffin to Iowa City and Coralville

C. Public Safety & Facilities

- Fire Station expansion to include JCSD and Johnson County Ambulance
- Establish a City of Tiffin Police Department
- Plan for additional Public Works space and future staffing needs

D. Economic Development & Branding

- Continue economic development efforts and incentives
- Create business incubator/innovation hub for startups and shared resources
- Rebrand city logo strategy (use traditional ‘crossroads’ for signage, new logo for digital)

E. Land Acquisition & Growth

- Continue purchasing properties in Original Town and finalize redevelopment plan
- Purchase land for park expansions as city grows
- Explore annexation south of I-80 and 340th Street

F. Sustainability & Technology

- Renewable energy projects (e.g., solar field for utility offset)
- Continue GIS mapping of city utilities
- Invest in robotic line painter and other efficiency tools

G. Parks & Recreation Enhancements

- Light remaining two ball diamonds in Jim Bartels Tiffin City Park

H. Policy & Administration

- Initiate rental inspection program with permits
- Develop a Staff Plan for City’s personnel growth

*Highlighted in yellow received the most votes to become a priority

*highlighted in teal are items that can be resolved by staff or are within an operational budget



Public Expenditures Policy

Approved by Doug Boldt, City Administrator
Date: January 2026

SECTION 1

PURPOSE

The City of Tiffin values the contributions of its employees in fulfilling the mission of the City and providing quality services to our community. While there are occasions when public dollars are expended on activities to promote employee morale, it is important to recognize that such expenditures are public funds for public purposes under the law. This policy is to comply with detailing the public purpose of certain expenditures and to guide the requests for reimbursement of such expenditures, when the public purpose cannot easily be quantified. The City Administrator's Office has responsibility for enforcing this policy.

The following expenditures qualify as public purposes:

- Employee retirement events
- Employment tenure recognition
- Staff recognition events
- Funeral flowers

Employee Retirement Events

Costs related to employee retirement events, as detailed below, are allowable expenses.

A. Allowable Expenses

- a. Costs related to open houses are an allowable expense. This includes refreshments such as cake, cookies, other dessert, fruit, vegetables, cheese, punch, coffee, and associated paper products. This does not include alcohol.
- b. Costs related to gifts or gift certificates are not an allowable expense.
- c. Non-allowable expenses may be covered by employee contributions.

B. Eligible Employees

- a. Eligible employees are those who qualify for retirement under their retirement system and have filed for retirement.
- b. This applies to welcome or farewell events for the City Administrator, City Attorney, Assistant City Administrator, City Clerk, Council members, Board and Commission members or those designated by the City Administrator.

Employment Tenure Recognition

Costs related to recognition of employees' tenure with the City are allowable expenses, as detailed below.

A. Allowable Expenses

- a. Official City of Tiffin branded merch will be purchased. These items are awarded on each of the employee's five-year employment anniversaries beginning at the end of the fifth year of employment.
- b. A retirement gift, such as a clock or similar item, including the City's logo and a tribute to the employees' years of service.
- c. Framed certificate recognizing years of service.

Staff Recognition Events

Costs related to staff recognition are allowable expenses, as detailed below.

A. Allowable Expenses

- a. Food, non-alcoholic beverage and supply costs for up to three annual all-staff lunches.
- b. Modest gifts and awards (i.e. snacks, plaques, increments of paid time off) for certain recognitions as approved by the City Administrator's Office.

Type of Recognition	Typical Limit (Best Practice)	Notes
General recognition / morale gift	Up to \$25 per employee per occurrence	Tangible, low-value items (non-cash). Should align with modest recognition standards approved by the City Administrator.
Service milestone / tenure	Up to \$400 based on recommended cap by the IRS	Retirement gifts may include plaques, clocks, or similar.
Retirement recognition event	Up to \$300	Food and supply costs for open houses are allowable; Alcohol is not permitted.
Recognition award	Up to \$25	Must be <i>modest</i> in nature; non-cash; permitted only when approved by the City Administrator.

Funeral Flowers

Costs related to the purchase of funeral flowers or non-cash memorials (i.e. flowers, a garden stone, etc.) for the following are allowable expenses.

A. Allowable costs

- a. Costs not to exceed \$100.
- b. Funerals for employees, City Council members and Board and Commission members are allowable expenses.
- c. Funeral for employees' spouses, parents, parent in-laws, children and grandchildren are allowable expenses.

The City Administrator's Office is responsible for approving this policy and for updates to this policy.