



AGENDA
REGULAR MEETING OF THE
WINDSOR HEIGHTS CITY COUNCIL
Monday, May 4, 2020 - 6:00 PM
VIA Zoom

Notice to the Public: If you would like the supporting documents and information, please call City Hall by noon the day of the meeting. Copies of City Council Agendas are free to the public. In consideration of all, if you have a cell phone, please turn it off or put it on silent ring. The use of obscene and vulgar language, hate speech, racial slurs, slanderous comments, and any other disruptive behavior during the Council meeting will not be tolerated and the offender may be barred by the presiding officer from further comment before the Council during the meeting and/or removed from the meeting.

1. **Call to Order/Roll Call/Pledge of Allegiance** The 5/4/20 Windsor Heights City Council Meeting will be conducted via Zoom. Please join the meeting 5-10 minutes early to allow for enough time to sign on. Residents will be muted during the meeting to allow the councilmembers to speak but will be unmuted and asked if they would like to comment during the public forum section of the meeting. The agenda for this meeting will be posted the Friday before at <https://www.windsorheights.org/agendacenter>. Zoom Meeting Information Phone number: 312-626-6799 Meeting ID: 872 3604 5211 Password: 097144 If you have any questions about using Zoom, please visit <https://support.zoom.us/hc/en-us>
2. **Approval of the Agenda**
3. **Public Forum:** This is time set aside for comments from the public on topics of City business other than those listed on the agenda. No action may be taken. Please come to the podium, state your name and address for the record and keep your comments to no more than 5 minutes.
4. **Consent Agenda:** Any item on the Consent Agenda may be removed for separate consideration.
 - A. Approve Minutes of the Regular Council Meeting on April 20, 2020
 - B. Approve Payment of Claims
 - C. Approve Resolution No. 2020-69 - A Resolution Extending Closure of the CEC Due to COVID-19 - Cost for May: \$4,332.50
5. **New Business:**
 - A. Consideration of Setting Public Hearing on FY 2019-2020 Budget Amendment
 - B. Discussion and Possible Consideration of Public Works Facilities and the Walnut Creek Floodplain

The agenda was posted on the official bulletin boards, posted to www.windsorheights.org, and city social media platforms in compliance with the requirements of city ordinances and the open meetings law.

- C. Consideration of Resolution No. 2020-70 - A Resolution Authorizing Metro Waste Authority ("MWA") to Renew the Existing Contract for the Collection of Municipal Solid Waste on Behalf of the City
 - D. Consideration of Resolution No. 2020-71 - A Resolution Authorizing the Use of \$25,000 for a Small Business Grant Program
 - E. Discussion and Possible Consideration of Firework Display Agreements
6. **Reports:**
- A. Mayor and Council Reports and Committee Updates
 - B. Interim Administrator Report
 - C. City Clerk Report
7. **Adjourn**

The agenda was posted on the official bulletin boards, posted to www.windsorheights.org, and city social media platforms in compliance with the requirements of city ordinances and the open meetings law.

City of Windsor Heights Regular Business Meeting Minutes
Monday, April 20, 2020 – 6:00 P.M. VIA Zoom

1. **Call to Order/Roll Call/Pledge of Allegiance:** Mayor Burgess called the meeting to order via Zoom at 6:00 PM. Council members present: Susan Skeries, Joseph Jones, Mike Loffredo, Mike Jones, and Threase Harms. Staff present: Interim Administrator Mark Arentsen, City Clerk Travis Cooke, Finance Director Rachelle Swisher, Public Safety Director Chad McCluskey, Public Works Director Dalton Jacobus, City Engineer Justin Ernst, and City Attorney Matt Brick. Consultants present: Tionna Pooler, Independent Public Advisors.
2. **Approval of the Agenda:** Motion by Loffredo to approve the agenda. Seconded by Skeries. Motion passed 5-0.
3. **Public Hearing:**
 - A. **2020 PCC Patching Project Public Hearing:** Motion by Loffredo to open the public hearing 6:04 PM. Seconded by Harms. Motion carried 5-0. No public comments written or oral. Dalton took questions from the council. Motion by Harms to close to the public hearing at 6:12 PM. Seconded by Mike Jones. Motion passed 5-0.
 - B. **Consideration of Resolution No. 2020-62 - A Resolution Awarding 2020 PCC Patching Project to Hawkeye Paving Corp., Bettendorf, IA for the Base Bid plus Alternate A in the Amount of \$464,210.00:** Motion Harms to approve Resolution No. 2020-62. Seconded by Loffredo. Motion passed 5-0.
 - C. **Consideration of Resolution No. 2020-63 - A Resolution Approving Construction Administration and Inspection Services for the 2020 PCC Patching Project to BMI not to Exceed \$26,529:** Motion by Harms to approve Resolution No. 2020-63. Seconded by Mike Jones. Motion passed 5-0.
4. **Public Forum:** This is time set aside for comments from the public on topics of City business other than those listed on the agenda. No action may be taken. Please come to the podium, state your name and address for the record and keep your comments to no more than 5 minutes.
 - A. **David Swartz - July 4th Fireworks:** David Swartz, Windsor Heights Foundation spoke to council regarding 2020 fireworks due to the COVID-19 pandemic. Chief McCluskey reported that the City would be able to enter into a contract for fireworks with a full refund available should conditions not improve. Council came to the consensus to direct Chief McCluskey to pursue a fireworks contract for 2020 for consideration at the next council meeting.
5. **Consent Agenda:** Any item on the Consent Agenda may be removed for separate consideration.
 - A. Approve Minutes of the Regular Council Meeting on April 6, 2020
 - B. Approve Payment of Claims
 - C. Approve March 2020 Financial Reports
 - D. Approve Resolution No. 2020-64 - A Resolution Extending Closure of the CEC Due to

COVID-19

- E. Approve Resolution No. 2020-65 - A Resolution Approving a Master Shared Use Agreement between the City of Windsor Heights and the Iowa Communications Network (ICN)

Motion by Harms to approve the consent agenda removing Item E for separate consideration. Seconded by Mike Jones. Motion passed 5-0.

Motion by Loffredo to approve Resolution No.2020-65. Seconded by Mike Jones. Motion passed 5-0.

6. **Old Business**

- A. Consideration of the Second Reading of Ordinance No. 20-02 - An Ordinance Amending the Code of Ordinances Relating to Nuisance Abatement Charges: Motion by Joseph Jones to approve the second reading of Ordinance No. 20-02. Seconded by Mike Jones. Motion passed 5-0.
- B. Consideration of Waiving the Third and Final Reading of Ordinance No. 20-02 and Move to Adopt: Motion by Loffredo to waive the third and final reading of Ordinance No. 20-02 and move to adopt. Seconded by Harms. Motion passed 5-0.

7. **New Business:**

- A. Consideration of Resolution No. 2020-66 - A Resolution Authorizing and Approving a Certain Loan Agreement, Providing for the Issuance of \$8,150,000 General Obligation Corporate Purpose and Refunding Bonds, Series 2020A and Providing for the Levy of Taxes to Pay the Same: Motion by Harms to approve Resolution No. 2020-66. Seconded by Joseph Jones. Motion passed 5-0.
- B. Consideration of Resolution No. 2020-67 - A Resolution Authorizing and Approving a Certain Loan Agreement, Providing for the Issuance of \$7,500,000 General Obligation Urban Renewal Bonds, Series 2020B and Providing for the Levy of Taxes to Pay the Same: Motion by Mike Jones to approve Resolution No. 2020-67. Seconded by Harms. Motion passed 5-0.
- C. Consideration of Resolution No. 2020-68- A Resolution Approving the Plans and Specifications for the 2020 North Walnut Creek Streambank Stabilization Project and Authorize the Publication of Bids: Motion by Harms to approve Resolution No. 2020-68. Seconded by Loffredo. Motion passed 5-0.
- D. Discussion about the Citywide Garage Sale and Clean Up Events: Council came to the consensus to cancel the spring garage sales and move them to the fall. Council came to the consensus to keep the clean-up event and directed Whitney to publicize offers for Saturday pickup offered by Metro Waste in light of COVID-19.
- E. Discussion on Construction Projects and Funding Sources: Council reviewed construction project timelines and funding for 2020 projects.

F. Discuss the Status of Filling the City Administrator Position: Council came to the consensus to move forward with advertising the city administrator position again.

8. **Reports:**

A. Mayor and Council Reports and Committee Updates: Joseph Jones: DART and MPO updates. Harms: Metro Waste Updates. Mike Jones: cardboard recycling container by Colby Park is overfull and something needs to be done to keep it cleaned up or consider removing it. Interim Administrator Report: Key Consulting has finished their wage study work, Greater Des Moines Partnership small business grant program available, and there's interest in 63rd and University property.

B. Public Safety Report: Given

C. Public Works Report: Given

D. Communications/Recreation Coordinator Report: Given.

9. **Adjourn** to Monday, May 4, 2020 for a Regular Council Meeting Via Zoom: Motion by Harms to adjourn the meeting at 7:21 PM. Seconded by Skeries. Motion passed 5-0.

Dave Burgess, Mayor

Travis Cooke, City Clerk



**STAFF REPORT
CITY COUNCIL**

May 4, 2020

TO: CITY COUNCIL

FROM:

SUBJECT: Approve Payment of Claims

GENERAL INFORMATION

SUMMARY

ATTACHMENTS

1. Claims Report for Council

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
ALICIA MOISA	CEC REFUND		1,100.00	50602	4/30/20
AMERITAS LIFE INS. CORP.	DENTAL INS		2,958.64	50603	4/30/20
ANGELA OUSLEY	CEC REFUND		450.00	50604	4/30/20
AUREON IT	MANAGED SERVICES		782.00	50605	4/30/20
AXON ENTERPRISE	X26P 4 YEAR WARRANTY		1,730.00	50606	4/30/20
BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES		186.27	50607	4/30/20
BRITTAIN & SONS CONCRETE	PUBLIC SAFETY DRIVEWAY REPAIRS		16,000.00	50608	4/30/20
CENTURY LINK	TELEPHONE		432.02	50609	4/30/20
CITY OF URBANDALE	1ST QTR 2020 TRAFFIC SIGNALS		117.43	50610	4/30/20
CLIVE POWER EQUIP.	PUSH MOWER REPAIR PARTS		14.00	50611	4/30/20
CREW IOWA	CEC REFUND		185.00	50612	4/30/20
DANIELLE ROECKER	BALLFIELD REFUND		424.00	50613	4/30/20
DEB HAMMER	CEC REFUND		100.00	50614	4/30/20
DUMERMUTH, JARED	TUITION REIMBURSEMENT		1,350.00	50615	4/30/20
ELECTRICAL ENG. & EQ.	TOGGLE SWITCH		4.42	50616	4/30/20
FEDERAL TAX DEPOSIT	FED/FICA TAX		16,820.72	2307	4/30/20
FREEDOM TIRE & AUTO CENTER INC	TIRES		655.80	50617	4/30/20
GALLS QUARTERMASTER	ALLOWANCE		67.98	50618	4/30/20
HOME DEPOT CREDIT SERVICES	CHEMICAL SPRAYER		79.97	50619	4/30/20
ICMA RETIREMENT TRUST	ICMA		676.41	2306	4/30/20
INDEPENDENT PUBLIC ADVISORS	2020A BONDS		4,000.00	50620	4/30/20
JEAN JOHNSON	CEC REFUND		100.00	50621	4/30/20
KABEL BUSINESS SERVICES	FLEX - BENEFITS		667.30	2308	4/30/20
KARI STETCHER	CEC REFUND		350.00	50622	4/30/20
KELTEK INCORPORATED	ESSI SCENE LIGHT		352.26	50623	4/30/20
KEY ELEMENTS	WAGE SURVEY/JOB DESC/HANDBOOK		3,182.50	50624	4/30/20
KOCH OFFICE GROUP	COPY PAPER		143.35	50625	4/30/20
LEAF	COPIER CONTRACT		227.66	50626	4/30/20
LOCAL GOVERNMENT CONSULTING	WEEK OF 4/20/20 ADMIN		6,880.00	50627	4/30/20
LOGAN CONTRACTORS SUPPLY	MARKING PAINT		45.48	50628	4/30/20
LOWE'S	TRUCK OUTFITTING		487.11	50629	4/30/20
LYNN HEUSS	CEC REFUND		102.50	50630	4/30/20
MARY BRUNKHORST	CEC REFUND		362.50	50631	4/30/20
MEDIACOM	INTERNET		570.00	50632	4/30/20
MERCY ONE CLIVE PHARMACY	MEDICAL SUPPLIES		42.58	50633	4/30/20
METRO WASTE AUTHORITY	8 COMPOST IT CARTS		318.00	50634	4/30/20
MIDAMERICAN ENERGY	6900 SCHOOL ST, CEC	676.07		2285	5/04/20
MIDAMERICAN ENERGY	6900 SCHOOL ST	16.69		2286	4/28/20
MIDAMERICAN ENERGY	6900 SCHOOL ST, STAGE	47.96		2287	4/28/20
MIDAMERICAN ENERGY	6800 SCHOOL ST	214.36		2288	4/28/20
MIDAMERICAN ENERGY	6800 SCHOOL ST	132.17		2289	4/28/20
MIDAMERICAN ENERGY	1133 66TH ST	629.40		2290	4/28/20
MIDAMERICAN ENERGY	1145 66TH ST	192.05		2291	4/28/20
MIDAMERICAN ENERGY	6540 UNIV AVE	83.76		2292	4/28/20
MIDAMERICAN ENERGY	6739 UNIV AVE	86.64		2293	4/28/20
MIDAMERICAN ENERGY	6440 HICKMAN	59.64		2294	4/28/20
MIDAMERICAN ENERGY	6410 HICKMAN RD	24.70		2295	4/28/20
MIDAMERICAN ENERGY	2227 63RD ST	24.95		2296	4/28/20
MIDAMERICAN ENERGY	951 73RD ST	17.31		2297	4/28/20
MIDAMERICAN ENERGY	1140 73RD ST	21.39		2298	4/28/20
MIDAMERICAN ENERGY	7116 UNIV AVE	25.83		2299	4/28/20
MIDAMERICAN ENERGY	1601 73RD ST	13.62		2300	4/28/20
MIDAMERICAN ENERGY	7290 UNIV AVE	24.95		2301	4/28/20
MIDAMERICAN ENERGY	6300 UNIV AVE	26.10		2302	4/28/20

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
MIDAMERICAN ENERGY	7001 UNIV AVE	23.35		2303	4/28/20
MIDAMERICAN ENERGY	1150 66TH ST	20.30		2304	4/28/20
MIDAMERICAN ENERGY	ENERGY	20.03	2,381.27	10116776	1/10/03
MIKE YOUNG	BALLFIELD REFUND		551.20	50635	4/30/20
PURCHASE POWER	POSTAGE		208.99	50636	4/30/20
RACOM CORPORATION	FIRE DEPT RADIO MICS		4,045.41	50637	4/30/20
RANGEMASTERS TRAINING CTR	CLOTHING ALLOWANCE		124.99	50638	4/30/20
SAYLORCREEK SAND COMPANY	STOCKPILE DIRT		330.00	50639	4/30/20
SNAP-ON MARK STUCHEL	DRIVER BITS		32.05	50640	4/30/20
SOIL-TEK	SQR DEMO PROJ 1919 69TH ST		1,489.40	50641	4/30/20
STANDARD INSURANCE COMPANY	LIFE INS		998.80	50642	4/30/20
STIVERS FORD	2015 FORD EXPLORER		513.73	50643	4/30/20
STREICHER'S	METRO STAR CERAMIC PLATE		330.00	50644	4/30/20
SUZANNE ARNOLD	CEC REFUND		100.00	50645	4/30/20
TEAMSTERS LOCAL 238	UNION DUES		715.16	50601	4/30/20
VERIZON WIRELESS	CELL PHONES		691.45	2305	4/28/20
WAL-MART	CAMERAS FOR PATROL UNITS		760.19	50646	4/30/20
WENDELL SAUNDERS	REFUND OF OVERPAYMENT		132.49	50647	4/30/20
ZIMCO SUPPLY CO	GRASS SEED		210.00	50648	4/30/20
Accounts Payable Total			75,581.03		

Payroll Checks

001	GENERAL	42,881.17
110	ROAD USE TAX	6,566.90
610	SEWER	522.48
740	STORM WATER	688.99
Total Paid On: 4/17/20		50,659.54
001	GENERAL	41,052.25
110	ROAD USE TAX	6,333.75
610	SEWER	407.25
740	STORM WATER	683.56
Total Paid On: 5/01/20		48,476.81
Total Payroll Paid		99,136.35
Report Total		174,717.38

**CLAIMS REPORT
CLAIMS FUND SUMMARY**

FUND	NAME	AMOUNT
001	GENERAL	126,813.62
110	ROAD USE TAX	17,562.35
112	EMPLOYEE BENEFITS	3,824.16
314	UNIVERSITY AVE ST PROJECT	2,000.00
319	2020 STREET PROJECTS	2,000.00
350	CAPITAL EQUIPMENT FUND	1,730.00
610	SEWER	1,267.49
670	LANDFILL/GARBAGE	318.00
740	STORM WATER	19,201.76

	TOTAL FUNDS	174,717.38



**STAFF REPORT
CITY COUNCIL**

May 4, 2020

TO: CITY COUNCIL

FROM:

SUBJECT: Approve Resolution No. 2020-69 - A Resolution Extending Closure of the CEC Due to COVID-19 - Cost for May: \$4,332.50

GENERAL INFORMATION

SUMMARY

ATTACHMENTS

1. 5-4-Coronavirus Policy Extension- Council Memo
2. Resolution No. 2020-69 Coronavirus Policy Extension - Resolution



TO: Windsor Heights City Council

CC: Mark Arentsen, Interim City Administrator
Mayor Dave Burgess

FROM: Dalton Jacobus, Public Works Director
Whitney Tucker, Communications / Recreation Coordinator

DATE: 4 May 2020

SUBJECT: Continuation of Temporary Policy for Community Center Rental Reimbursements as a Result of the COVID – 19 pandemic.

At the 20 April 2020 City Council meeting, Council voted to approve Resolution No. 2020-64 creating a Temporary Policy for Community Center Rental Reimbursements as a Result of the COVID – 19 pandemic.

This Resolution approved the complete closure of the Community Center from April 30th until May 15th. The resolution also allowed for the reimbursement of fees for rentals scheduled during that time frame and allowed renters for events scheduled between May 15th and June 15th to voluntarily cancel their events and receive a full refund.

Staff and the City Council agreed that it would be best to have the closure of the Community Center be a recurring agenda item until the pandemic was under control.

At this time, staff is recommending that the City Council approve extending the mandatory closure date to **May 31st** and the optional cancellation date to **June 30th**, **unless the Governor lifts restrictions on large gatherings.**

This recommendation is based on general advice and requests from the Governor, the President and the Iowa Department of Public Health on social distancing.

Mandatory closure of the Community Center until **May 31st** and full refund of fees associated with the closure will result in reimbursements totaling **\$4,332.50**. Fees collected so far for the optional cancellation period could total **\$29,536.13**.

RESOLUTION 2020-69

A RESOLUTION EXTENDING THE TEMPORARY COMMUNITY CENTER FEE REIMBURSEMENT AND CLOSURE POLICY DUE TO THE PUBLIC HEALTH THREAT OF THE CORONAVIRUS (COVID-19)

WHEREAS, staff sees a need for a temporary exception to the ‘no-refund’ policy for the Community Center as result of the COVID – 19 pandemic; and

WHEREAS, the CDC has recommended older adults and people with severe underlying chronic medical conditions avoid crowds and public gatherings; and

WHEREAS, the WHO has named COVID-19 a pandemic; and

WHEREAS, the City Council approved Resolution No 2020-64 which closed the Community Center until 5/15 and allowed for optional cancellations until June 15th; and

WHEREAS, the City Council wishes to extend the deadlines for the closure and optional refund periods outlined in Resolution 2020-64; and

WHEREAS, fees for rentals of the Community Center scheduled from 5/31/20 to 6/30/20 will be reimbursed upon request of the renter; and

WHEREAS, fees for rentals of the Community Center scheduled between the date of this Resolution and 5/31/20 will be cancelled and fees refunded; and

WHEREAS, the total amount reimbursed by the City for this period could reach \$29,536.13, not including credit card fees paid by the renter.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WINDSOR HEIGHTS, IOWA, that a temporary policy is approved to allow Community Center rental reimbursements until May 31st as a result of the COVID – 19 pandemic.

Passed and approved this 4th day of May 2020.

Dave Burgess, Mayor

ATTEST:

Travis Cooke, City Clerk



**STAFF REPORT
CITY COUNCIL**

May 4, 2020

TO: CITY COUNCIL

FROM:

SUBJECT: Consideration of Setting Public Hearing on FY 2019-2020 Budget Amendment

GENERAL INFORMATION

SUMMARY

ATTACHMENTS

1. FY20 Budget Amendment

**NOTICE OF PUBLIC HEARING
AMENDMENT OF FY2019-2020 CITY BUDGET**

The City Council of Windsor Heights in POLK County, Iowa
will meet at 1133 66th Street, Windsor Heights, IA
at 6 pm on 5/18/2020
(hour) (Date)

,for the purpose of amending the current budget of the city for the fiscal year ending June 30, 2020
(year)
by changing estimates of revenue and expenditure appropriations in the following functions for the reasons given.
Additional detail is available at the city clerk's office showing revenues and expenditures by fund type and by activity.

		Total Budget as certified or last amended	Current Amendment	Total Budget after Current Amendment
Revenues & Other Financing Sources				
Taxes Levied on Property	1	3,819,778		3,819,778
Less: Uncollected Property Taxes-Levy Year	2	0		0
Net Current Property Taxes	3	3,819,778	0	3,819,778
Delinquent Property Taxes	4	0		0
TIF Revenues	5	3,142,387		3,142,387
Other City Taxes	6	297,802		297,802
Licenses & Permits	7	71,900		71,900
Use of Money and Property	8	10,000		10,000
Intergovernmental	9	767,249	900,200	1,667,449
Charges for Services	10	1,201,459	500	1,201,959
Special Assessments	11	0		0
Miscellaneous	12	419,048	12,600	431,648
Other Financing Sources	13	0	13,294,000	13,294,000
Transfers In	14	4,127,213		4,127,213
Total Revenues and Other Sources	15	13,856,836	14,207,300	28,064,136
Expenditures & Other Financing Uses				
Public Safety	16	3,069,120	139,000	3,208,120
Public Works	17	831,713		831,713
Health and Social Services	18	3,000		3,000
Culture and Recreation	19	348,584	35,000	383,584
Community and Economic Development	20	7,737	45,129	52,866
General Government	21	746,371	140,400	886,771
Debt Service	22	1,600,156		1,600,156
Capital Projects	23	0	15,359,965	15,359,965
Total Government Activities Expenditures	24	6,606,681	15,719,494	22,326,175
Business Type / Enterprises	25	785,897	16,000	801,897
Total Gov Activities & Business Expenditures	26	7,392,578	15,735,494	23,128,072
Transfers Out	27	4,127,213		4,127,213
Total Expenditures/Transfers Out	28	11,519,791	15,735,494	27,255,285
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out Fiscal Year	29	2,337,045	-1,528,194	808,851
Beginning Fund Balance July 1	30	9,736,470		9,736,470
Ending Fund Balance June 30	31	12,073,515	-1,528,194	10,545,321

Explanation of increases or decreases in revenue estimates, appropriations, or available cash:

Bond proceeds for Capital Projects (streets) totaling \$13,294,000, Grants totaling \$900,200, Fire Service Charge Grant of \$500, COBRA insurance payments of \$12,600

There will be no increase in tax levies to be paid in the current fiscal year named above related to the proposed budget amendment. Any increase in expenditures set out above will be met from the increased non-property tax revenues and cash balances not budgeted or considered in this current budget.

Rachelle Swisher, Finance Director
City Clerk/ Finance Officer Name

77-728

CITY BUDGET AMENDMENT AND CERTIFICATION RESOLUTION - FY 2020 - AMENDMENT #1

To the Auditor of _____ POLK _____ County, Iowa:

The City Council of Windsor Heights in said County/Countries met on 5/18/2020, at the place and hour set in the notice, a copy of which accompanies this certificate and is certified as to publication. Upon taking up the proposed amendment, it was considered and taxpayers were heard for and against the amendment.

The Council, after hearing all taxpayers wishing to be heard and considering the statements made by them, gave final consideration to the proposed amendment(s) to the budget and modifications proposed at the hearing, if any. thereupon, the following resolution was introduced.

RESOLUTION No. _____ <== ENTER RESOLUTION NUMBER

A RESOLUTION AMENDING THE CURRENT BUDGET FOR THE FISCAL YEAR ENDING JUNE 30 2020
(AS AMENDED LAST ON N/A.)

Be it Resolved by the Council of the City of Windsor Heights

Section 1. Following notice published 5/8/2020

and the public hearing held, 5/18/2020 the current budget (as previously amended) is amended as set out herein and in the detail by fund type and activity that supports this resolution which was considered at that hearing:

	Total Budget as certified or last amended	Current Amendment	Total Budget after Current Amendment
Revenues & Other Financing Sources			
Taxes Levied on Property 1	3,819,778	0	3,819,778
Less: Uncollected Property Taxes-Levy Year 2	0	0	0
Net Current Property Taxes 3	3,819,778	0	3,819,778
Delinquent Property Taxes 4	0	0	0
TIF Revenues 5	3,142,387	0	3,142,387
Other City Taxes 6	297,802	0	297,802
Licenses & Permits 7	71,900	0	71,900
Use of Money and Property 8	10,000	0	10,000
Intergovernmental 9	767,249	900,200	1,667,449
Charges for Services 10	1,201,459	500	1,201,959
Special Assessments 11	0	0	0
Miscellaneous 12	419,048	12,600	431,648
Other Financing Sources 13	0	13,294,000	13,294,000
Transfers In 14	4,127,213	0	4,127,213
Total Revenues and Other Sources 15	13,856,836	14,207,300	28,064,136
Expenditures & Other Financing Uses			
Public Safety 16	3,069,120	139,000	3,208,120
Public Works 17	831,713	0	831,713
Health and Social Services 18	3,000	0	3,000
Culture and Recreation 19	348,584	35,000	383,584
Community and Economic Development 20	7,737	45,129	52,866
General Government 21	746,371	140,400	886,771
Debt Service 22	1,600,156	0	1,600,156
Capital Projects 23	0	15,359,965	15,359,965
Total Government Activities Expenditures 24	6,606,681	15,719,494	22,326,175
Business Type / Enterprises 25	785,897	16,000	801,897
Total Gov Activities & Business Expenditures 26	7,392,578	15,735,494	23,128,072
Transfers Out 27	4,127,213	0	4,127,213
Total Expenditures/Transfers Out 28	11,519,791	15,735,494	27,255,285
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out Fiscal Year 29	2,337,045	-1,528,194	808,851
Beginning Fund Balance July 1 30	9,736,470	0	9,736,470
Ending Fund Balance June 30 31	12,073,515	-1,528,194	10,545,321

Passed this 18th day of May, 2020
(Day) (Month/Year)

Signature
City Clerk/Finance Officer

Signature
Mayor



**STAFF REPORT
CITY COUNCIL**

May 4, 2020

TO: CITY COUNCIL

FROM:

SUBJECT: Discussion and Possible Consideration of Public Works Facilities and the
Walnut Creek Floodplain

GENERAL INFORMATION

SUMMARY

ATTACHMENTS

1. Memo to Council re Shop and CEC flooding concerns
2. Walnut Creek Historic FIRM
3. Walnut Creek Historic Profile
4. Effective FIRM
5. Effective FIS Tables - Walnut Creek
6. Effective FIRMette
7. 6900 School Street - Community Center
8. 6800 School Street - Public Works Building
9. 6800 School - Salt Building



TO: Windsor Heights City Council

CC: Mark Arentsen, Interim City Administrator
Mayor Dave Burgess

FROM: Dalton Jacobus, Public Works Director

DATE: 4 May 2020

SUBJECT: Discussion Surrounding Flooding Concerns at the Community Center and Public Works Maintenance Facility

Funds were approved to build a new salt storage facility at the shop as a part of the FY21 operating budget. When I was trying to figure out how to best site a new salt storage shed, I pulled up the FEMA floodplain maps that I learned how to use at the Floodplain Administration course that I took back in January. A quick look at these maps showed that the shop, Colby Park, and CEC are in the flood plain. Big time. “FIRM” and “FIRMette” maps of the park and shop are attached to this memo. Also attached is the Flood Insurance Study (FIS) if you care to read it. You’re also able to use the map viewer tool at this link: <https://hazards-fema.maps.arcgis.com/apps/webappviewer/index.html?id=8b0adb51996444d4879338b5529aa9cd&extent=-93.72135169287448,41.59132005096611,-93.7005806662626,41.599343634398494>.

Long story short, the modeled water elevation at the 1% chance of annual occurrence (100-year) flood is 828.5 feet. The floor elevation of the shop sits at 826.4 feet. In the event of a 1% flood on Walnut Creek, the Public Works Shop will be sitting under about 2.1 feet of water. This would ruin most of our equipment and probably damage the rest of it. It would take weeks, if not months, to get all of our equipment back into working order so that we could clean up the town after the flood. Instead of being a part of the solution, we would be a part of the problem. I’m not quite as concerned about the CEC flooding as the shop, as terrible as it’d be since it is more of a recreational facility and not critical to City operations. However, it’s worth noting the losses in revenue that would arise from a flood as well as the costs associated with restoring the CEC to it’s pre-flood condition. Depending on the time of year that the flood happens, we could be in a seriously bad situation.

The shop, Community Center, and existing Salt Storage Facility are not currently covered under a flood insurance policy. Insuring these three structures with a high premium, low deductible plan will cost the City \$60,673 annually. A low premium, high deductible plan will cost the city \$41,453 annually. These two figures are assuming the worst case scenario for each of the buildings. To get a more accurate flood insurance coverage rating, we will need to get elevation certificates for each of the buildings. These will cost a total of \$2,250. Before I go ahead and get these certificates I want to make sure that is the will of

the council. I think that getting flood insurance while we figure out what the next best options are is the wise thing to do. Attached are quotes for flood insurance on the three buildings.

I've identified a few options that I think the council should talk through:

- **Option 1: Purchase flood insurance, leave facilities as they are**
 - Pro: convenient
 - Con: high likelihood of flooding, high long term cost for the flood insurance with no ROI.
- **Option 2: Flood proof the existing shop**
 - Pro: make the most of the facility that we already have
 - Con: unlikely to be cost effective, feasible, or practical
- **Option 3: Raise the existing shop**
 - Pro: Could raise the shop above the flood plain
 - Con: would need to raise parking lot, driveway, and connection to School Street, incredibly expensive, would entail private property purchases, highly unlikely to be allowed by the DNR or USACE.
- **Option 4: Move the shop**
 - Sears Tire Center Building: WalMart does not seem enthusiastic about having us as a tenant. They also do not want to sell the building, they'd want to lease it to us. I don't know if this is a great idea for the City. What happens if our lease runs out and we don't have anywhere to go?
 - 63rd and Hickman (2 lots): prime commercial real estate – it would be unfortunate to remove it from the tax roll. Each lot is approximately 2 acres, a new shop wouldn't need a full two acre lot. The City also used to own some property on this corner but sold it at a loss a while back. It would be pretty unpopular to re-purchase the same property.
 - 63rd and University: prime commercial real estate. There is also already some discussion about redevelopment at this intersection.
 - 1133 66th St: This is the site of the current Public Safety Building. A shop could not be built on this parcel as it currently sits. We would likely need to look into purchasing one or two of the properties next door. Instead of having three separate City facilities, there could be one 'civic center' that houses all City Staff and operations. This would be quite the expensive endeavor, but it's something at least worth considering.
- **Option 5: Move the shop out of City Limits**
 - There are very few locations that are suitable or favorable for a new Public Works shop within our City limits. If the Council wishes, I could begin to look into options that are in close proximity to Windsor Heights but outside of our City Limits.

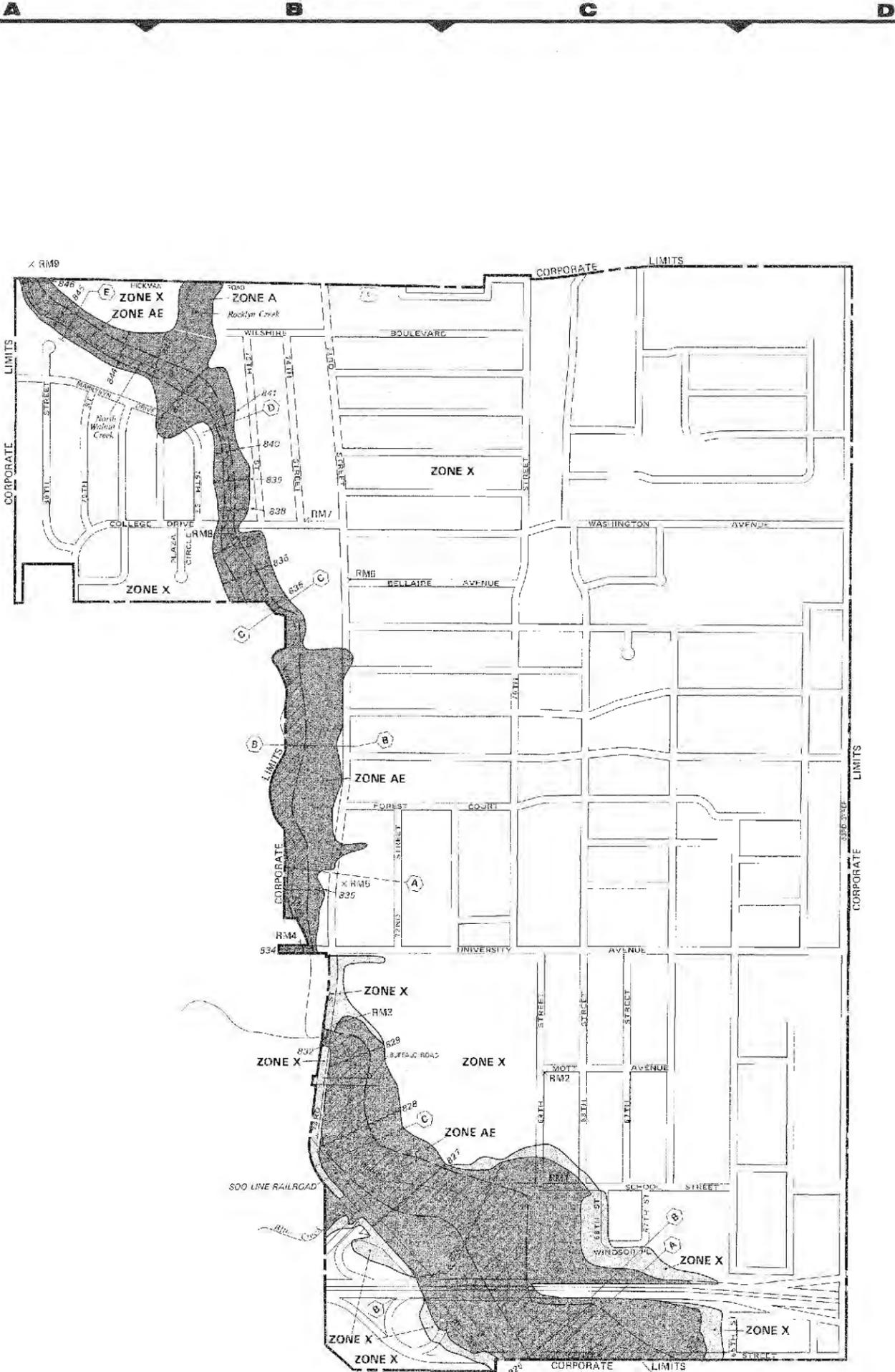
I think it would be a good idea to put a dollar figure to each of the options above to help guide decision making. We would probably need to hire an architect or engineering firm to look at the feasibility and costs of options 2 and 3 and to a certain degree options 4 and 5. If this is the direction that the council would like to go, I can begin putting together a request for proposals to perform these services. My best guess is that this fact finding work would cost somewhere between \$10 and \$20 thousand dollars, but it's hard to tell without requesting proposals from consultants.

I will have a slide presentation put together to guide some conversation for the council meeting on Monday, May 4th.

[Type text]

ATTACHED:

Walnut Creek Historic FIRM
Walnut Creek Historic Profile
Effective FIRM
Effective FIS
Effective FIRMette
Flood Insurance Quote: CEC
Flood Insurance Quote: Shop
Flood Insurance Quote: Salt Storage Facility



LEGEND

- SPECIAL FLOOD HAZARD AREAS INUNDAED BY 100-YEAR FLOOD**
- ZONE A** No base flood elevations determined. Base flood elevations determined.
- ZONE AE** Flood depths of 1 to 3 feet. Usually areas of parking, base flood elevations determined.
- ZONE AH** Flood depths of 1 to 3 feet. Usually areas of flow on sloping terrain, average depths determined. For areas of a tidal or flooding, velocities also determined.
- ZONE AD** Flood depths of 1 to 3 feet. Usually areas of flow on sloping terrain, average depths determined. For areas of a tidal or flooding, velocities also determined.
- ZONE A99** To be protected from 100-year flood by Federal Flood Protection System or other action, no base flood elevations determined.
- ZONE V** Coastal flood with velocity hazard to be action, no base flood elevations determined.
- ZONE VE** Coastal flood with velocity hazard to be action, base flood elevations determined.
- FLOODWAY AREAS IN ZONE AE**
- OTHER FLOOD AREAS**
- ZONE X** Areas of 500-year flood areas of 100-year flood with average depth of less than 1 foot, or with drainage areas less than 1 square mile, and areas protected by levees from 100-year flood.
- OTHER AREAS**
- ZONE X** Areas determined to be out of 500-year flood plain.
- ZONE D** Areas in which flood hazards are undetermined.
- UNDEVELOPED COASTAL BARRIERS**
- Flood Boundary
- Floodway Boundary
- Zone U Boundary
- Boundary Dividing Special Flood Hazard Zones and Boundary Dividing Areas of Different Coastal Flood Hazard Zones
- Base Flood Elevation and Elevation in Feet
- Cross Section Line
- Base Flood Elevation in Feet Where Uniform Within Zone
- Elevation Reference Mark
- Atty Flood

NOTES

This map is for use in administering the National Flood Insurance Program. It does not necessarily identify all planning features outside Special Flood Hazard Areas or all areas subject to flooding, particularly from local drainage sources of small size.

Areas of Special Flood Hazard (100-year flood) include zones A, AE, AH, AD, AH, AG, A99, V, VE and VI, VSI.

Certain areas not in Special Flood Hazard Areas may be protected by flood control structures.

Boundaries of the floodways were computed on cross sections and interpolated between cross sections. The floodways were based on hydraulic computations with regard to requirements of the Federal Emergency Management Agency. Floodway widths in some areas may be too narrow to show to scale. Refer to Floodway Data Table where floodway width is shown at 1:20 scale.

Coastal zone flood elevations apply only landward of the shoreline.

This map is supplementary to the boundaries of coastal barriers established under the Coastal Barrier Resources Act (16 USC 1621).

Corporate limits shown are correct as of the date of this map. The user should contact appropriate government officials to determine if corporate limits have changed subsequent to the issuance of this map.

MAP REVISION

City Hall, 111 6th Street, Windsor Heights, Iowa (Maps available for reference only, not for distribution)

INITIAL IDENTIFICATION:
OCTOBER 22, 1975

FLOOD HAZARD BOUNDARY MAP REVISION

FLOOD INSURANCE RATE MAP (FIRM) - JUNE 15, 1979

FLOOD INSURANCE RATE MAP (FIRM) - OCTOBER 16, 1992

To determine if flood insurance is available, contact an insurance agent or call the National Flood Insurance Program at (800) 638-5620.

APPROXIMATE SCALE IN FEET

0 600 900

ELEVATION REFERENCE MARKS

REFERENCE MARKS	ELEVATION FEET (NOVD)	DESCRIPTION OF LOCATION
RM 1	828.21	Arrowhead on top of fire hydrant located on the west side of 80th Street, 45 feet north of School Street.
RM 2	838.95	Arrowhead on top of fire hydrant located at the southeast corner of 88th Street and Mot Avenue.
RM 3	833.96	A chiseled square on top of downstream curb at north end of 73rd Street bridge over Walnut Creek.
RM 4	835.67	A chiseled square on top of the upstream wingwall at the west end of University Avenue bridge over North Walnut Creek.
RM 5	836.25	Arrowhead on top of fire hydrant located on the east side of 73rd Street, 300 feet north of University Avenue.
RM 6	857.21	Arrowhead on top of fire hydrant located at the northeast corner of 73rd Street and Bellaire Avenue.
RM 7	853.75	Arrowhead on top of fire hydrant located at the northeast corner of 74th Street and College Drive.
RM 8	839.92	A chiseled cross on top of downstream abutment at east end of College Street bridge over North Walnut Creek.
RM 9	850.63	Mark on upstream curb at west end of Hickman Pond bridge over North Walnut Creek.

NATIONAL FLOOD INSURANCE PROGRAM

FIRM FLOOD INSURANCE RATE MAP

CITY OF WINDSOR HEIGHTS, IOWA
POLK COUNTY

(ONLY PANEL PRINTED)

COMMUNITY-PANEL NUMBER:
190687 0001 B

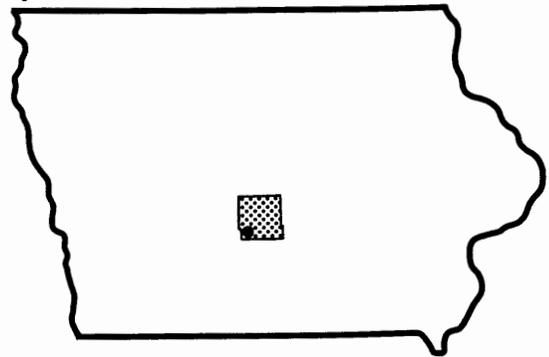
MAP REVISED:
OCTOBER 16, 1992

Federal Emergency Management Agency

FLOOD INSURANCE STUDY



**CITY OF WINDSOR HEIGHTS,
IOWA
POLK COUNTY**



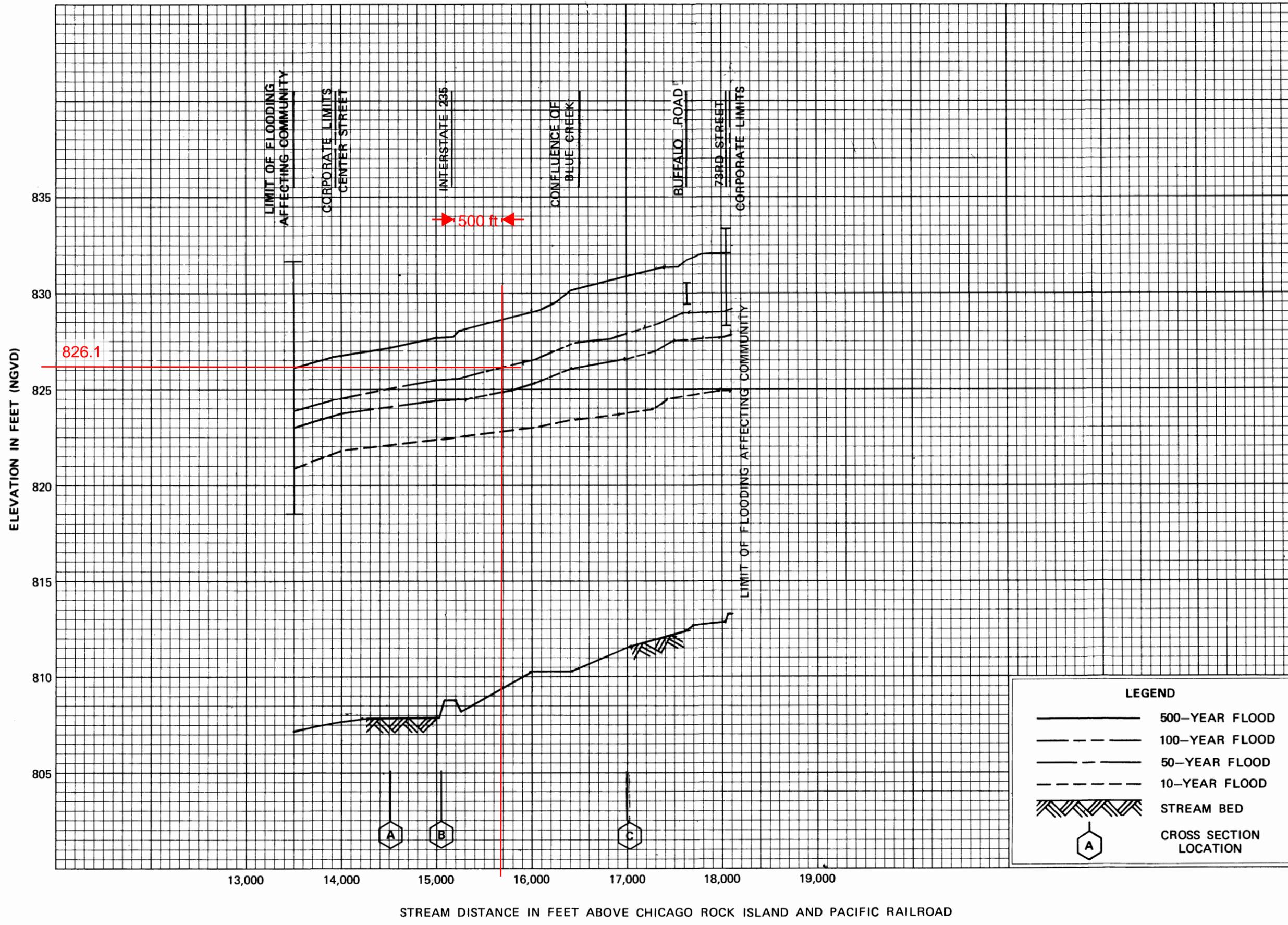
REVISED:

OCTOBER 16, 1992



Federal Emergency Management Agency

COMMUNITY NUMBER—190687



FLOOD PROFILES

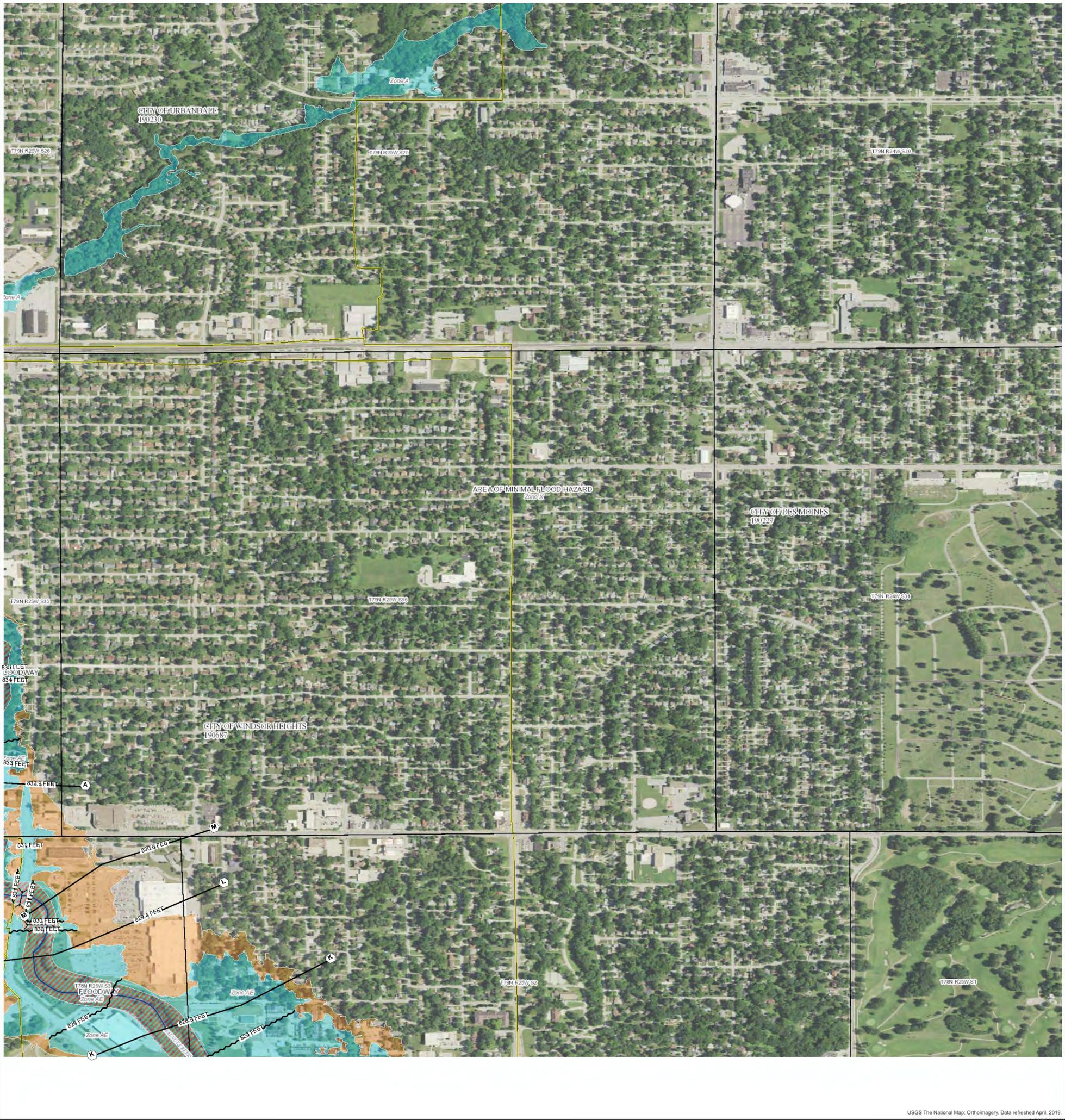
WALNUT CREEK

FEDERAL EMERGENCY MANAGEMENT AGENCY

CITY OF WINDSOR HEIGHTS, IA

(POLK CO.)

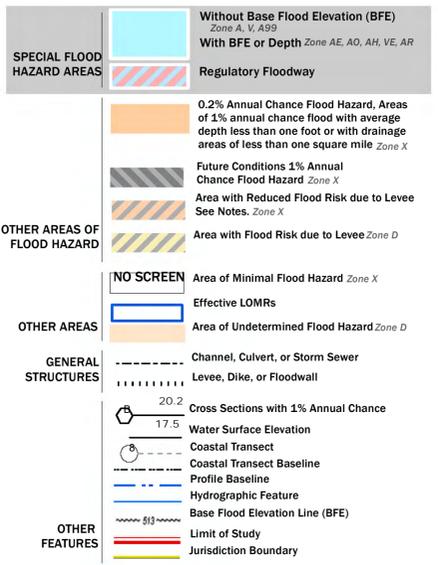
02P



USGS The National Map: Orthimagery, Data refreshed April, 2019.
41°35'30.92"N

FLOOD HAZARD INFORMATION

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT



NOTES TO USERS

For information and questions about this Flood Insurance Rate Map (FIRM), available products associated with this FIRM, including historic versions, the current map date for each FIRM panel, how to order products, or the National Flood Insurance Program (NFIP) in general, please call the FEMA Map Information eXchange at 1-877-FEMA-MAP (1-877-336-2627) or visit the FEMA Flood Map Service Center website at <http://msc.fema.gov>. Available products may include previously issued Letters of Map Change, a Flood Insurance Study Report, and/or digital versions of this map. Many of these products can be ordered directly from the website.

Communities annexing land on adjacent FIRM panels must obtain a current copy of the adjacent panel as well as the current FIRM Index. These may be ordered directly from the Flood Map Service Center at the number listed above.

For community and countywide map dates refer to the Flood Insurance Study Report for this jurisdiction.

To determine if flood insurance is available in this community, contact your insurance agent or call the National Flood Insurance Program at 1-800-638-6620.

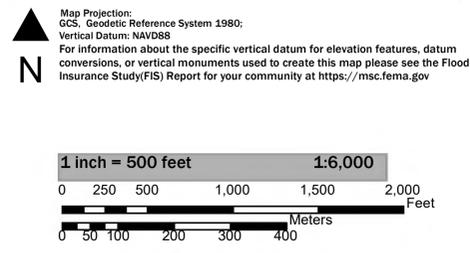
Basemap information shown on this FIRM was provided in digital format by USDA, Farm Service Agency (FSA). This information was derived from NAIP, dated April 11, 2018.

This map was exported from FEMA's National Flood Hazard Layer (NFHL) on 4/24/2020 4:23:23 PM and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time. For additional information, please see the Flood Hazard Mapping Updates Overview Fact Sheet at <https://www.fema.gov/media-library/assets/documents/118418>.

This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards.

This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date.

SCALE



FEDERAL EMERGENCY MANAGEMENT AGENCY
National Flood Insurance Program

NATIONAL FLOOD INSURANCE PROGRAM
FLOOD INSURANCE RATE MAP

POLK COUNTY, IOWA AND INCORPORATED AREAS
PANEL 327 OF 555

Panel Contains:

COMMUNITY	NUMBER	PANEL
CITY OF DES MOINES IOWA	190227	0327
CITY OF URBANDALE IOWA	190230	0327
POLK COUNTY IOWA	190901	0327
CITY OF WEST DES MOINES IOWA	190231	0327
CITY OF CLIVE IOWA	190488	0327
CITY OF WINDSOR HEIGHTS IOWA	190687	0327

MAP NUMBER 19153C0327F
EFFECTIVE DATE 02/01/2019

Table 24: Floodway Data (continued)

FLOODING SOURCE		FLOODWAY			BASE FLOOD WATER SURFACE ELEVATION (FEET NAVD88)			
CROSS SECTION	DISTANCE ¹	WIDTH (FEET)	SECTION AREA (SQUARE FEET)	MEAN VELOCITY (FEET PER SECOND)	REGULATORY	WITHOUT FLOODWAY	WITH FLOODWAY	INCREASE
A	5,582	1,287	8,248	2.1	810.9	810.9	811.7	0.8
B	6,808	561	4,020	4.2	811.9	811.9	812.3	0.4
C	8,405	640	5,067	3.4	815.0	815.0	815.5	0.5
D	9,247	757	6,209	2.7	815.4	815.4	816.4	1.0
E	10,825	125	1,377	12.3	816.5	816.5	817.5	1.0
F	11,210	360	2,484	6.8	819.4	819.4	820.2	0.8
G	11,509	576	5,053	3.4	820.7	820.7	821.7	1.0
H	12,773	678	4,464	3.8	821.7	821.7	822.6	0.9
I	13,165	399	4,375	3.9	822.7	822.7	823.6	0.9
J	15,958	571	4,458	3.8	825.6	825.6	826.4	0.8
K	17,461	336	3,989	4.3	828.9	828.9	829.1	0.2
L	18,966	240	2,810	6.1	829.4	829.4	830.1	0.7
M	19,576	202	2,748	6.2	830.6	830.6	831.2	0.6
N	20,687	220	2,379	7.0	831.9	831.9	832.6	0.7
O	21,612	490	5,198	3.2	837.7	837.7	837.9	0.2
P	23,182	240	3,154	5.3	838.0	838.0	838.9	0.9
Q	24,919	514	5,323	3.3	839.4	839.4	840.4	1.0
R	25,743	574	5,227	3.2	841.0	841.0	842.0	1.0
S	27,248	830	6,996	2.4	841.8	841.8	842.6	0.8
T	28,142	583	4,735	3.5	842.2	842.2	843.1	0.9
U	31,467	565	4,771	3.5	847.2	847.2	847.6	0.4

¹ Feet above confluence with Raccoon River

TABLE 24	FEDERAL EMERGENCY MANAGEMENT AGENCY	FLOODWAY DATA
	POLK COUNTY, IOWA AND INCORPORATED AREAS	

Table 24: Floodway Data (continued)

FLOODING SOURCE		FLOODWAY			BASE FLOOD WATER SURFACE ELEVATION (FEET NAVD88)			
CROSS SECTION	DISTANCE ¹	WIDTH (FEET)	SECTION AREA (SQUARE FEET)	MEAN VELOCITY (FEET PER SECOND)	REGULATORY	WITHOUT FLOODWAY	WITH FLOODWAY	INCREASE
V	33,011	490	3,879	4.3	848.5	848.5	849.3	0.8
W	35,156	430	4,164	4.0	852.4	852.4	853.3	0.9
X	36,366	390	3,802	4.4	854.6	854.6	855.4	0.8
Y	37,926	766	5,995	2.7	856.9	856.9	857.9	1.0
Z	39,205	1,043	7,296	2.2	858.0	858.0	858.9	0.9
AA	39,879	865	6,302	2.6	858.4	858.4	859.3	0.9
AB	42,416	850	6,991	2.3	862.3	862.3	863.3	1.0
AC	43,148	700	5,135	3.1	863.2	863.2	864.1	0.9
AD	44,050	520	3,532	4.6	864.5	864.5	865.1	0.6
AE	45,199	830	8,264	1.9	870.1	870.1	870.1	0.0
AF	48,271	648	5,093	3.2	871.3	871.3	871.5	0.2
AG	48,922	603	5,012	3.5	872.5	872.5	873.0	0.5
AH	50,410	568	4,685	3.5	874.4	874.4	875.3	0.9
AI	51,338	508	3,804	4.2	875.5	875.5	876.4	0.9
AJ	52,056	300	2,752	5.8	877.4	877.4	877.8	0.4
AK	54,330	474	4,689	3.2	881.7	881.7	881.7	0.0
AL	57,432	346	3,217	4.7	882.4	882.4	883.3	0.9
AM	58,707	287	2,649	5.6	884.8	884.8	885.8	1.0
AN	59,134	380	4,158	3.6	886.4	886.4	887.2	0.8
AO	60,805	661	5,879	2.5	887.7	887.7	888.7	1.0
AP	61,442	324	3,523	4.2	888.7	888.7	889.7	1.0

¹ Feet above confluence with Raccoon River

TABLE 24	FEDERAL EMERGENCY MANAGEMENT AGENCY	FLOODWAY DATA
	POLK COUNTY, IOWA AND INCORPORATED AREAS	

Table 24: Floodway Data (continued)

FLOODING SOURCE		FLOODWAY			BASE FLOOD WATER SURFACE ELEVATION (FEET NAVD88)			
CROSS SECTION	DISTANCE ¹	WIDTH (FEET)	SECTION AREA (SQUARE FEET)	MEAN VELOCITY (FEET PER SECOND)	REGULATORY	WITHOUT FLOODWAY	WITH FLOODWAY	INCREASE
AQ	63,693	773	7,607	1.9	891.3	891.3	892.2	0.9
AR	65,149	399	3,703	4.0	891.8	891.8	892.8	1.0
AS	65,931	295	2,855	5.2	894.0	894.0	894.3	0.3
AT	66,311	292	2,938	5.0	894.4	894.4	894.9	0.5
AU	67,089	381	3,799	3.9	896.7	896.7	896.8	0.1
AV	68,933	555	5,420	2.9	897.5	897.5	898.1	0.6
AW	71,633	417	3,701	3.1	898.6	898.6	899.4	0.8
AX	74,111	435	3,803	2.9	900.6	900.6	901.3	0.7
AY	74,839	480	3,395	3.2	902.4	902.4	902.7	0.3
AZ	76,555	500	3,231	3.4	903.7	903.7	904.3	0.6
BA	77,225	440	3,553	3.1	906.7	906.7	906.7	0.0
BB	79,119	400	3,085	3.5	908.0	908.0	908.3	0.3
BC	81,106	439	3,550	3.2	909.0	909.0	909.8	0.8
BD	82,896	715	4,592	2.4	910.4	910.4	911.2	0.8
BE	84,683	795	6,599	1.7	915.5	915.5	915.5	0.0
BF	86,565	440	3,077	3.5	915.9	915.9	916.2	0.3
BG	87,926	356	2,754	3.9	918.0	918.0	918.5	0.5
BH	89,460	485	3,158	3.2	919.0	919.0	919.9	0.9
BI	92,096	400/345 ²	2,216	2.4	922.1	922.1	923.0	0.9

¹ Feet above confluence with Raccoon River

² Total width/width within county

TABLE 24	FEDERAL EMERGENCY MANAGEMENT AGENCY	FLOODWAY DATA
	POLK COUNTY, IOWA AND INCORPORATED AREAS	

National Flood Hazard Layer FIRMette



Legend

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

SPECIAL FLOOD HAZARD AREAS		Without Base Flood Elevation (BFE) Zone A, V, A99
		With BFE or Depth Zone AE, AO, AH, VE, AR
		Regulatory Floodway
OTHER AREAS OF FLOOD HAZARD		0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile Zone X
		Future Conditions 1% Annual Chance Flood Hazard Zone X
		Area with Reduced Flood Risk due to Levee. See Notes. Zone X
		Area with Flood Risk due to Levee Zone D
OTHER AREAS		Area of Minimal Flood Hazard Zone X
		Effective LOMRs
GENERAL STRUCTURES		Channel, Culvert, or Storm Sewer
		Levee, Dike, or Floodwall
OTHER FEATURES		20.2 Cross Sections with 1% Annual Chance Water Surface Elevation
		17.5 Coastal Transect
		Base Flood Elevation Line (BFE)
		Limit of Study
		Jurisdiction Boundary
MAP PANELS		Digital Data Available
		No Digital Data Available
		Unmapped

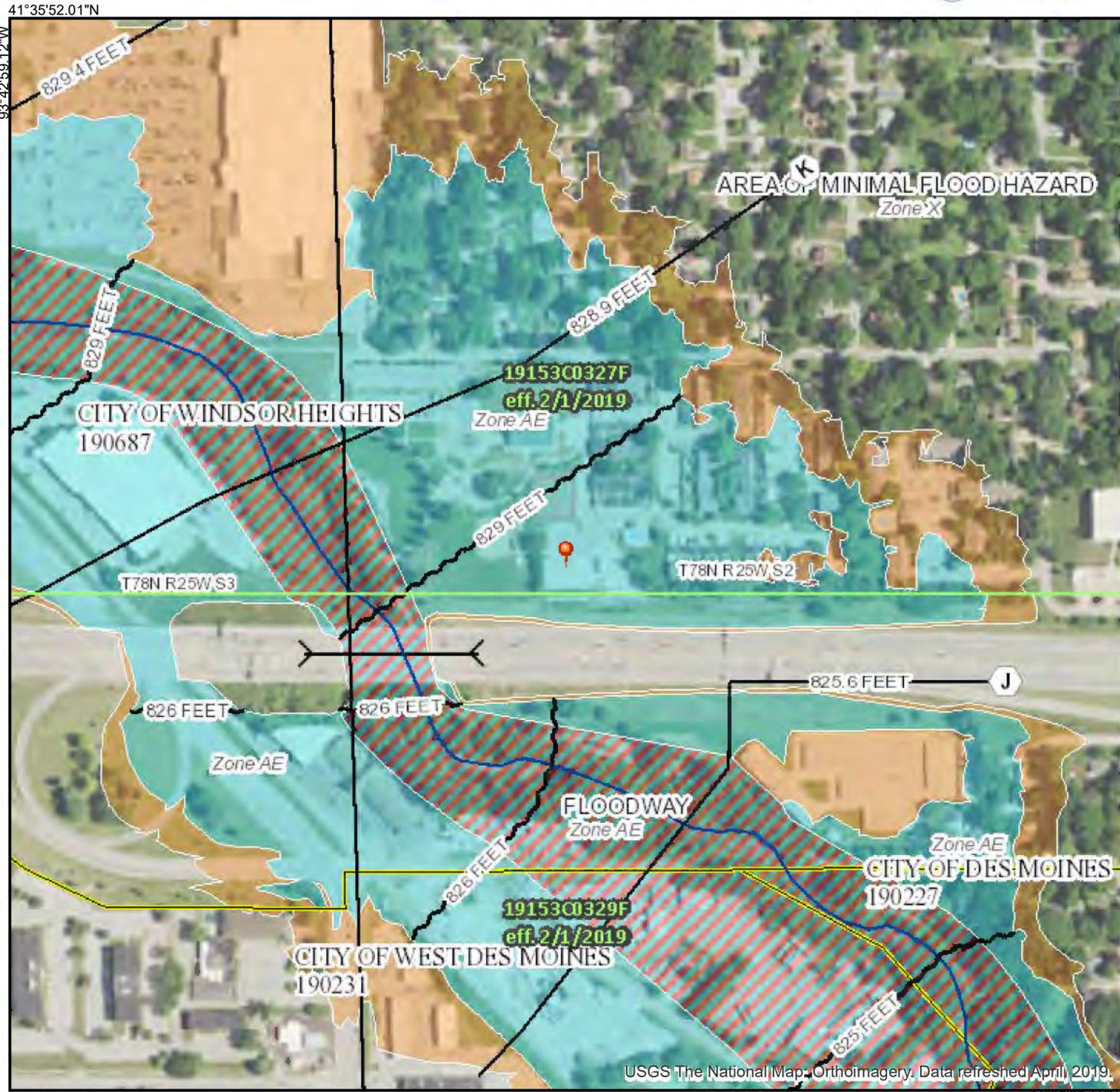


The pin displayed on the map is an approximate point selected by the user and does not represent an authoritative property location.

This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards

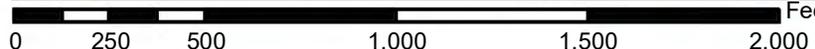
The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on 4/24/2020 at 4:20:21 PM and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date. Map images for unmapped and unmodernized areas cannot be used for regulatory purposes.



41°35'52.01"N

93°42'59.12"W



1:6,000

41°35'25.11"N

93°42'21.66"W

USGS The National Map - Orthoimagery. Data refreshed April, 2019.

**** Quote Only, Not An Application ****

SELECTIVE
BE UNIQUELY INSUREDSM

SELECTIVE INSURANCE COMPANY OF THE SOUTHEAST
PO BOX 782747
PHILADELPHIA, PA 19178-2747

Date	Type	Tracking Number	EffectiveDate	Expiration Date	Waiting Period
04/29/2020	New	0002916433	05/29/2020	05/29/2021	Standard 30 Day Wait

PropertyAddress	Insured Name(s)	Mailing Address and Phone	Agency Name, Address, and Phone
6900 School Street Windsor Heights, IA 50311	CITY OF WINDSOR HEIGHTS	6900 SCHOOL STREET 1133 - 66TH STREET WINDSOR HEIGHTS, IA 50311	INSPRO INC 2501 WESTOWN PKWY STE 1104 WEST DES MOINES, IA 50266-1438
Property Description		Home Phone: Work Phone: (515) 645-6825 Cell Phone: Email: DJACOBUS@WINDSORHEIGHTS.ORG	Phone Number: (515) 226-9565 Producer Code: 001402600000 Email: SFETTERMAN@INSPROINS.COM

Flood Zone and Community Information		FIRM Date: 06/15/1979
CommunityName: WINDSOR HEIGHTS, CITY OF		Program Status: Active and participating
Current Flood Zone: AE		Current Base Flood Elevation (BFE): 829.0
Community Number: 190687		Prior Base Flood Elevation (BFE): N/A
Map Panel Suffix: F		County: POLK
Map Panel: 0327		

Occupancy Information	Foundation Information
Occupancy Type: Non-Residential - Business	Foundation: Slab on Grade

Available Options based on Selected Rate Method

Rate Method	Premium	Building Coverage	Contents Coverage	Deductibles
Tentative	\$39,616.00	\$500,000.00	\$105,000.00	1250 / 1250
Tentative	\$39,220.00	\$500,000.00	\$105,000.00	1500 / 1500
Tentative	\$38,426.00	\$500,000.00	\$105,000.00	2000 / 2000
Tentative	\$37,234.00	\$500,000.00	\$105,000.00	3000 / 3000
Tentative	\$36,440.00	\$500,000.00	\$105,000.00	4000 / 4000
Tentative	\$35,646.00	\$500,000.00	\$105,000.00	5000 / 5000
Tentative	\$32,669.00	\$500,000.00	\$105,000.00	10000 / 10000
Tentative	\$30,683.00	\$500,000.00	\$105,000.00	15000 / 15000
Tentative	\$28,698.00	\$500,000.00	\$105,000.00	20000 / 20000

This risk is rated with Tentative rates. Much lower rates are often available when complete underwriting data (such as elevation data) is provided.

**** Quote Only, Not An Application ****

SELECTIVE

BE UNIQUELY INSUREDSM

SELECTIVE INSURANCE COMPANY OF THE SOUTHEAST, PO BOX 782747 , PHILADELPHIA, PA 19178-2747

Date: 04-29-2020
Agent Name: CORI BEAMAN
Agent Address: 2501 WESTOWN PKWY STE 1104
WEST DES MOINES, IA 50266-1438

Applicant Name: CITY OF WINDSOR HEIGHTS
Mailing Address: 6900 SCHOOL STREET
1133 - 66TH STREET
WINDSOR HEIGHTS, IA 50311

Flood Insurance Acknowledgement Waiver of Agent's Responsibility

I hereby certify that my agent offered flood insurance coverage in the National Flood Insurance Program. I understand that because I declined this protection/coverage, my agent, and/or agency will be held harmless and not liable in the event that I suffer a flood loss. I understand that the rejection of this coverage will apply to all future renewals, continuations, and changes unless I notify the agent otherwise in writing. I certify that I am aware that there is a thirty (30) day waiting period before coverage takes effect, should I elect to purchase flood insurance at a later date.

- I reject building & contents coverage for flood protection
- I reject contents coverage for flood protection
- I reject condominium unit owners coverage for flood protection
- I reject excess flood insurance coverage
- I understand that this building is underinsured which may affect a claim settlement

Building Description:

Property Location: 6900 School Street
Windsor Heights, IA 50311

The only appurtenant structure covered by the Standard Flood Insurance Policy is a detached garage, which is covered under the dwelling form. Coverage is limited to no more than 10% of the limit of liability on the dwelling. Use of this insurance is at the policyholder's option, but reduces the building limit of liability. This does not apply if the detached garage is used for residential (i.e. dwelling), business or farming purposes. In all other instances a separate policy is required for each building.

Signed: _____
Building Owner/Applicant

Signed: _____
Agent

**** Quote Only, Not An Application ****

SELECTIVE
BE UNIQUELY INSUREDSM

SELECTIVE INSURANCE COMPANY OF THE SOUTHEAST
PO BOX 782747
PHILADELPHIA, PA 19178-2747

Date	Type	Tracking Number	EffectiveDate	Expiration Date	Waiting Period
04/30/2020	New	0002916759	05/29/2020	05/29/2021	Standard 30 Day Wait

PropertyAddress	Insured Name(s)	Mailing Address and Phone	Agency Name, Address, and Phone
6800 School Street Windsor Heights, IA 50311	CITY OF WINDSOR HEIGHTS	1133 - 66TH STREET WINDSOR HEIGHTS, IA 50311	INSPRO INC 2501 WESTOWN PKWY STE 1104 WEST DES MOINES, IA 50266-1438

Property Description	Home Phone:	Phone Number: (515) 226-9565
PUBLIC WORKS BUILDING	Work Phone: (515) 645-6825	Producer Code: 001402600000
	Cell Phone:	Email: SFETTERMAN@INSPROINS.COM
	Email: DJACOBUS@WINDSORHEIGHTS.ORG	

Flood Zone and Community Information	FIRM Date: 06/15/1979
CommunityName: WINDSOR HEIGHTS, CITY OF	Program Status: Active and participating
Current Flood Zone: AE	Current Base Flood Elevation (BFE): 829.0
Community Number: 190687	Prior Base Flood Elevation (BFE): N/A
Map Panel Suffix: F	County: POLK COUNTY
Map Panel: 0327	

Occupancy Information	Foundation Information
Occupancy Type: Other Non-Residential	Foundation: Slab on Grade

Available Options based on Selected Rate Method

Rate Method	Premium	Building Coverage	Contents Coverage	Deductibles
Standard (Pre-FIRM)	\$18,999.00	\$500,000.00	\$250,000.00	2000 / 2000
Standard (Pre-FIRM)	\$18,440.00	\$500,000.00	\$250,000.00	3000 / 3000
Standard (Pre-FIRM)	\$18,067.00	\$500,000.00	\$250,000.00	4000 / 4000
Standard (Pre-FIRM)	\$17,694.00	\$500,000.00	\$250,000.00	5000 / 5000
Standard (Pre-FIRM)	\$16,296.00	\$500,000.00	\$250,000.00	10000 / 10000
Standard (Pre-FIRM)	\$15,271.00	\$500,000.00	\$250,000.00	15000 / 15000
Standard (Pre-FIRM)	\$14,338.00	\$500,000.00	\$250,000.00	20000 / 20000
Standard (Pre-FIRM)	\$13,406.00	\$500,000.00	\$250,000.00	25000 / 25000
Standard (Pre-FIRM)	\$11,543.00	\$500,000.00	\$250,000.00	50000 / 50000

**** Quote Only, Not An Application ****

SELECTIVE

BE UNIQUELY INSUREDSM

SELECTIVE INSURANCE COMPANY OF THE SOUTHEAST, PO BOX 782747 , PHILADELPHIA, PA 19178-2747

Date: 04-30-2020
Agent Name: CORI BEAMAN
Agent Address: 2501 WESTOWN PKWY STE 1104
WEST DES MOINES, IA 50266-1438

Applicant Name: CITY OF WINDSOR HEIGHTS
Mailing Address: 1133 - 66TH STREET
WINDSOR HEIGHTS, IA 50311

Flood Insurance Acknowledgement Waiver of Agent's Responsibility

I hereby certify that my agent offered flood insurance coverage in the National Flood Insurance Program. I understand that because I declined this protection/coverage, my agent, and/or agency will be held harmless and not liable in the event that I suffer a flood loss. I understand that the rejection of this coverage will apply to all future renewals, continuations, and changes unless I notify the agent otherwise in writing. I certify that I am aware that there is a thirty (30) day waiting period before coverage takes effect, should I elect to purchase flood insurance at a later date.

- I reject building & contents coverage for flood protection
- I reject contents coverage for flood protection
- I reject condominium unit owners coverage for flood protection
- I reject excess flood insurance coverage
- I understand that this building is underinsured which may affect a claim settlement

Building Description: PUBLIC WORKS BUILDING

Property Location: 6800 School Street
Windsor Heights, IA 50311

The only appurtenant structure covered by the Standard Flood Insurance Policy is a detached garage, which is covered under the dwelling form. Coverage is limited to no more than 10% of the limit of liability on the dwelling. Use of this insurance is at the policyholder's option, but reduces the building limit of liability. This does not apply if the detached garage is used for residential (i.e. dwelling), business or farming purposes. In all other instances a separate policy is required for each building.

Signed: _____
Building Owner/Applicant

Signed: _____
Agent

**** Quote Only, Not An Application ****

SELECTIVE
BE UNIQUELY INSUREDSM

SELECTIVE INSURANCE COMPANY OF THE SOUTHEAST
PO BOX 782747
PHILADELPHIA, PA 19178-2747

Date	Type	Tracking Number	EffectiveDate	Expiration Date	Waiting Period
04/30/2020	New	0002916802	05/29/2020	05/29/2021	Standard 30 Day Wait

PropertyAddress	Insured Name(s)	Mailing Address and Phone	Agency Name, Address, and Phone
6800 School Street Windsor Heights, IA 50311	CITY OF WINDSOR HEIGHTS	1133 - 66TH STREET WINDSOR HEIGHTS, IA 50311	INSPRO INC 2501 WESTOWN PKWY STE 1104 WEST DES MOINES, IA 50266-1438

Property Description	Home Phone:	Phone Number: (515) 226-9565
SALT BUILDING	Work Phone: (515) 645-6825	Producer Code: 001402600000
	Cell Phone:	Email: SFETTERMAN@INSPROINS.COM
	Email: DJACOBUS@WINDSORHEIGHTS.ORG	

Flood Zone and Community Information	FIRM Date: 06/15/1979
CommunityName: WINDSOR HEIGHTS, CITY OF	Program Status: Active and participating
Current Flood Zone: AE	Current Base Flood Elevation (BFE): 829.0
Community Number: 190687	Prior Base Flood Elevation (BFE): N/A
Map Panel Suffix: F	County: POLK COUNTY
Map Panel: 0327	

Occupancy Information	Foundation Information
Occupancy Type: Other Non-Residential	Foundation: Slab on Grade

Available Options based on Selected Rate Method

Rate Method	Premium	Building Coverage	Contents Coverage	Deductibles
Standard (Pre-FIRM)	\$2,058.00	\$112,000.00	\$0.00	2000 / 0
Standard (Pre-FIRM)	\$1,999.00	\$112,000.00	\$0.00	3000 / 0
Standard (Pre-FIRM)	\$1,948.00	\$112,000.00	\$0.00	4000 / 0
Standard (Pre-FIRM)	\$1,906.00	\$112,000.00	\$0.00	5000 / 0
Standard (Pre-FIRM)	\$1,720.00	\$112,000.00	\$0.00	10000 / 0
Standard (Pre-FIRM)	\$1,593.00	\$112,000.00	\$0.00	15000 / 0
Standard (Pre-FIRM)	\$1,466.00	\$112,000.00	\$0.00	20000 / 0
Standard (Pre-FIRM)	\$1,381.00	\$112,000.00	\$0.00	25000 / 0
Standard (Pre-FIRM)	\$1,212.00	\$112,000.00	\$0.00	50000 / 0

**** Quote Only, Not An Application ****

SELECTIVE

BE UNIQUELY INSUREDSM

SELECTIVE INSURANCE COMPANY OF THE SOUTHEAST, PO BOX 782747 , PHILADELPHIA, PA 19178-2747

Date: 04-30-2020
Agent Name: CORI BEAMAN
Agent Address: 2501 WESTOWN PKWY STE 1104
WEST DES MOINES, IA 50266-1438

Applicant Name: CITY OF WINDSOR HEIGHTS
Mailing Address: 1133 - 66TH STREET
WINDSOR HEIGHTS, IA 50311

Flood Insurance Acknowledgement Waiver of Agent's Responsibility

I hereby certify that my agent offered flood insurance coverage in the National Flood Insurance Program. I understand that because I declined this protection/coverage, my agent, and/or agency will be held harmless and not liable in the event that I suffer a flood loss. I understand that the rejection of this coverage will apply to all future renewals, continuations, and changes unless I notify the agent otherwise in writing. I certify that I am aware that there is a thirty (30) day waiting period before coverage takes effect, should I elect to purchase flood insurance at a later date.

- I reject building & contents coverage for flood protection
- I reject contents coverage for flood protection
- I reject condominium unit owners coverage for flood protection
- I reject excess flood insurance coverage
- I understand that this building is underinsured which may affect a claim settlement

Building Description: SALT BUILDING
Property Location: 6800 School Street
Windsor Heights, IA 50311

The only appurtenant structure covered by the Standard Flood Insurance Policy is a detached garage, which is covered under the dwelling form. Coverage is limited to no more than 10% of the limit of liability on the dwelling. Use of this insurance is at the policyholder's option, but reduces the building limit of liability. This does not apply if the detached garage is used for residential (i.e. dwelling), business or farming purposes. In all other instances a separate policy is required for each building.

Signed: _____
Building Owner/Applicant

Signed: _____
Agent



**STAFF REPORT
CITY COUNCIL**

May 4, 2020

TO: CITY COUNCIL

FROM:

SUBJECT: Consideration of Resolution No. 2020-70 - A Resolution Authorizing Metro Waste Authority ("MWA") to Renew the Existing Contract for the Collection of Municipal Solid Waste on Behalf of the City

GENERAL INFORMATION

SUMMARY

ATTACHMENTS

1. Resolution No. 2020-70 A Resolution Approving ASI Hauling Contract

CITY OF WINDSOR HEIGHTS

RESOLUTION NO. 2020-70

**A RESOLUTION AUTHORIZING METRO WASTE AUTHORITY (“MWA”) TO
RENEW THE EXISTING CONTRACT FOR THE COLLECTION OF
MUNICIPAL SOLID WASTE ON BEHALF OF THE CITY**

WHEREAS, the City is a member of MWA and its comprehensive planning area; and

WHEREAS, by agreement dated December 10, 2012, Ankeny Sanitation, Inc. (“Contractor”) and MWA entered into an Agreement for the Collection of Solid Waste (the “Agreement”), as amended, wherein Contractor agreed to collect, transport and dispose at the MWA Landfill or Transfer Station all solid waste material from eligible residences of the Participating Member Communities from July 1, 2013, through June 30, 2020; and

WHEREAS, Section 2 of the Agreement provides that the term for which the Contractor shall provide the Collection Services under this Agreement shall commence on July 1, 2013 (the Commencement Date), and expire on June 30, 2020 (the “Expiration Date”). The Agreement may be extended for up to three (3) one (1) year periods at the sole discretion of MWA; and

WHEREAS, MWA currently manages the collection of solid waste on behalf of the City and other cities within Polk County; and

WHEREAS, MWA agrees to renew the current contract for another one (1) year term— from July 1, 2020 through June 30, 2021—to manage the collection of solid waste within the City, as it is more cost effective for the City if MWA manages said collection contract; and

WHEREAS, the details of the renewal of the contract are set forth in the documents attached to this resolution.

NOW THEREFORE BE IT RESOLVED that the City hereby authorizes MWA to renew the existing contract for the collection of solid waste on behalf of the City and the City agrees to be bound by the provisions of said contract.

Passed and approved the 4th day of May, 2020.

Dave Burgess, Mayor

Attest: _____
Travis Cooke, City Clerk



**STAFF REPORT
CITY COUNCIL**

May 4, 2020

TO: CITY COUNCIL

FROM:

SUBJECT: Consideration of Resolution No. 2020-71 - A Resolution Authorizing the Use of \$25,000 for a Small Business Grant Program

GENERAL INFORMATION

SUMMARY

ATTACHMENTS

1. Resolution No. 2020-71 A Resolution Approving GDP Small Business Grant Program
2. Local Small Business Grant Program Email
3. Small Biz Relief Grants_v10
4. Small Business Relief Fund APP ONLY draft MS 4-30-2020
5. Scoring Criteria draft framework 4-30-20

RESOLUTION 2020-71

A RESOLUTION AUTHORIZING THE USE OF \$25,000 FOR A SMALL BUSINESS GRANT PROGRAM

WHEREAS, the Greater Des Moines Partnership has initiated a Small Business Assistance Grant Program; and

WHEREAS, many small businesses in Windsor Heights have been significantly harmed by their inability to conduct business as normal; and

WHEREAS, these businesses had essentially no advanced warning that they would effectively be closed for a still unknown length of time; and

WHEREAS, the City of Windsor Heights and its residents considers these small businesses to be one of the things that makes Windsor Heights the desirable community that it is.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WINDSOR HEIGHTS, IOWA, by the Windsor Heights City Council in session this 4th day of May, 2020, that it hereby authorizes City participation in the Greater Des Moines Partnership Small Business Grant Program.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the City Council hereby appropriates the amount of \$25,000 from the City's Economic Development Fund as the City's contribution to this program, which amount will only be spent to assist businesses located in Windsor Heights.

Passed and approved this 4th day of May 2020.

Dave Burgess, Mayor

ATTEST:

Travis Cooke, City Clerk

From: [Mark Arentsen](#)
To: [Dave Burgess](#); [Mike Jones](#); [Threase Harms](#); [Joseph Jones](#); [Mike Loffredo](#); [Susan Skeries](#)
Cc: [Chad McCluskey](#); [Dalton Jacobus](#); [Rachelle Swisher](#); [Travis Cooke](#); [Whitney Tucker](#)
Subject: FW: Local Small Business Grant Program
Date: Friday, May 1, 2020 8:48:49 AM
Attachments: [image001.png](#)
[Small Business Relief Fund APP ONLY draft MS 4-30-2020.docx](#)
[Scoring Criteria draft framework 4-30-20.docx](#)
[SMall Biz Relief Grants_v10.pdf](#)

Please see the response below from the Greater Des Moines Partnership in response to Councilmember Skeries questions.



Mark Arentsen
Interim City Administrator
City of Windsor Heights
1145 66th St Suite 1 Windsor Heights, IA 50324
Office: 515-645-6808
Cell: 515-681-0606
marentsen@windsorheights.org

From: David Maahs <dmaahs@dsmpartnership.com>
Sent: Friday, May 01, 2020 8:28 AM
To: Mark Arentsen <marentsen@windsorheights.org>
Cc: Meg Schneider <mschneider@dsmpartnership.com>
Subject: RE: Local Small Business Grant Program

Mark,

Attached are the draft application and the framework for scoring the applications. Please ignore the last section of the application. For those businesses that reside in the City of Des Moines, they will be asked to respond to the questions on the last page. The City of Des Moines is allocating CDBG funds that they are receiving from the CARES Act to the small business recovery grant program. As you know, CDBG requires that their funds be used to help low and moderate income individuals.

The need question is addressed in the scoring framework. The second category rates the loss as a percentage of revenue. IEDA used this ratio to determine need and we are using this benchmark too.

If an individual owns a small business in Des Moines and Windsor Heights, an application can be filled out for both businesses. Windsor Heights will receive a spreadsheet of all of the applicants in your community with a scoring rating from the Iowa Center for Economic Success (ICES). Windsor Heights will select the small businesses that receive a grant and the amount. Similarly, Des Moines will receive a spreadsheet and make decisions on grants for small businesses in Des Moines. An additional step for Des Moines is that they will have to determine which small businesses receive a grant from CDBG funding or from city funds.

Our plan is to have ICES send out the checks to small businesses. However, the City of Des Moines plans to issue the checks to the small businesses. If Windsor Heights would like to do the same, please let us know. If that is the case, then the ICES will not invoice the city of Windsor Heights. In addition, ICES would send a check to Windsor Heights for the Partnership's private sector match. The corporations that are providing the Partnership's private sector match are sending checks to ICES since they are a 501(C)(3).

If you have any other questions this morning, please don't hesitate to call.

DAVID MAAHS | GREATER DES MOINES PARTNERSHIP
EXECUTIVE VICE PRESIDENT OF ECONOMIC DEVELOPMENT
dmaahs@DSMpartnership.com p: (515) 286-4958
700 Locust St., Ste. 100 | Des Moines, Iowa 50309 | USA
DSMpartnership.com | [Connect with us on social media.](#)

From: Mark Arentsen <marentsen@windsorheights.org>
Sent: Thursday, April 30, 2020 7:58 PM
To: David Maahs <dmaahs@dsmpartnership.com>
Subject: FW: Local Small Business Grant Program

David, Can you get me an answer Friday AM to the questions below from Council member Susan Skeries?



Mark Arentsen
Interim City Administrator
City of Windsor Heights
1145 66th St Suite 1 Windsor Heights, IA 50324
Office: 515-645-6808
Cell: 515-681-0606
marentsen@windsorheights.org

From: Susan Skeries <susan.skeries@windsorheights.org>
Sent: Thursday, April 30, 2020 7:27 PM
To: Mark Arentsen <marentsen@windsorheights.org>
Subject: Re: Local Small Business Grant Program

The questions that I have about this business loan program is what does "need" mean? Is this economic need? Define what need means in this situation.

What if a person owns a business in WH and a business in Des Moines? Are they able to receive this grant from both city's? So what if they are an LLC that has one central business that is doing business as XXX and XXX? Darren's business is Drooling Dogue DBA as Windsor Mower and lets say Dane Motor. WINDSOR Mower is in WH and Dane Motor is in say Des Moines. Since it's two separate businesses technically can they both receive the grant?

Have you seen the application yet?

Thanks!

Susan

Sent from my iPhone

On Apr 27, 2020, at 15:16, Mark Arentsen <marentsen@windsorheights.org> wrote:

Please see the e-mail below regarding a small business grant program being organized by the Greater Des Moines Partnership. City participation is requested.

<image001.png>

Mark Arentsen
Interim City Administrator
City of Windsor Heights
1145 66th St Suite 1 Windsor Heights, IA 50324
Office: 515-645-6808
Cell: 515-681-0606
marentsen@windsorheights.org

From: David Maahs <dmaahs@dsmpartnership.com>
Sent: Monday, April 27, 2020 3:00 PM
To: Mark Arentsen <marentsen@windsorheights.org>
Subject: RE: Local Small Business Grant Program

Mark – Excellent summary. You described it better than I could have. You could mention in your note that the Iowa Center for Economic Success is a 501 (C)(3) non-profit.

DAVID MAAHS | GREATER DES MOINES PARTNERSHIP
EXECUTIVE VICE PRESIDENT OF ECONOMIC DEVELOPMENT
dmaahs@DSMpartnership.com | p: (515) 286-4958
700 Locust St., Ste. 100 | Des Moines, Iowa 50309 | USA
DSMpartnership.com | [Connect with us on social media.](#)

From: Mark Arentsen <marentsen@windsorheights.org>

Sent: Monday, April 27, 2020 2:50 PM

To: David Maahs <dmaahs@dsmpartnership.com>

Subject: Local Small Business Grant Program

David, I am planning to send an e-mail to the City Council members about the Partnership small business grant program. Does the write-up below sound correct to you? Please let me know if any corrections, additions or deletions are needed or if it is correct as stated. I've been having computer problems over the last couple days (which I think are corrected now) so this has taken me longer to get out than I'd like.

The Greater Des Moines Partnership (GDP) is proceeding with establishing a local small business grant program. Funding sources are private sector contributions, \$200,000 from Polk County and city contributions. GDP has received \$500,000 in private contributions so far and has a goal of \$1 million. GDP is planning to announce this program and have applications available on Monday, 5/4. They are asking that interested cities make a commitment to participate by this Friday, 5/1. City provided funds will be allocated to businesses in the funding city. The plan is to fund businesses which have one to 25 employees and a one year business history. Projected grant amounts are \$1,000 to \$5,000 per business. Businesses which have received state or federal assistance already will not be eligible. Not-for-Profit corporations are not eligible. The Iowa Center for Economic Success (ICES) will review and score the applications. Approved applications will be sent to each City for consideration. Each City will determine which applications receive City funding. Cities will send payments to ICES for the City portion of the funding. Businesses will receive payment from ICES. Applications will be tiered according to need. Need will be based on information contained in the application.

The recommended City contribution amount is \$2.30 per capita, which in WH case is 4,860 population X \$2.30 per capita = \$11,178. The City has an Economic Development Fund balance of around \$250,000, so the amount requested would not be difficult to fund. GDP will contribute \$1 per capita. Polk County will also make a contribution for cities which are in Polk County. Cities are not required to participate. Businesses in non-participating cities are still eligible, but will receive less funding.

Several cities have already agreed to participate. I am planning to confirm WH participation on Friday.

<image001.png>

Mark Arentsen
Interim City Administrator

City of Windsor Heights

1145 66th St Suite 1 Windsor Heights, IA 50324

Office: 515-645-6808

Cell: 515-681-0606

marentsen@windsorheights.org



DSM SMALL BUSINESS RECOVERY GRANT

Small businesses are the heart and soul of their local communities. It is these entities that help to make our Greater Des Moines (DSM) neighborhoods unique and show the spirit of our community. Due to the COVID-19 pandemic, many of these businesses are experiencing immense hardship. In response, the Greater Des Moines Partnership, Polk County and the City of Des Moines are teaming with additional community partners to create a grant program to help keep small businesses in business. We are – and plan to remain – DSM strong.

GRANT ELIGIBILITY

- Sole-proprietors or businesses with 0 – 30 employees that have had restrictions placed on their operations due to the COVID-19 pandemic. Examples of businesses include, but are not limited to, retail stores, personal care services and restaurants.
- Must have a physical location within a participating city or county.
- Must have been in operation since July 1, 2019 or prior.
- Must be a for-profit business of any legal structure (non-profit organizations are not eligible).

GRANT CONSIDERATIONS

- Grant awards will begin at \$1,000. Upper limit determined by individual community.
- Preference will be given to businesses that have not received assistance from the Iowa Small Business Relief Grant, the Targeted Small Business Sole Operator Fund or other grants.

Additional requirements will be listed in the application. Applications open May 5 and will remain open until Midnight on May 20. Recipient notification will begin in early June 2020.

For more information, please visit DSMpartnership.com/smallbusinessgrant.

CONTRIBUTORS



In Partnership with
dm GREATER DES MOINES
 PARTNERSHIP

Draft Application: Small Business Recovery Grant

Please gather these documents before applying. [Create list] [Create worksheet with application questions for applicant to review in advance]

_____ Grant amount requested

_____ Describe the Economic Impact (Limitations placed on business operations, resulting Loss of Sales or Revenue)

Section 1: Business Information

1. Business Legal Name:
2. D/B/A (doing business as):
3. Business/ Corporate Organization Type (e.g. corporation, limited liability company. Is this a drop down list?):
4. FEIN (SS, if a sole proprietorship):
5. Physical Business Address: (include street address, city, state and zip)
6. County of Business Address: (pick one from pull down menu if more than Polk?)
7. Mailing Address (if different, include street address, city, state and zip):
8. Business Phone Number:
9. Contact Email:
10. Primary Business Activity: (comment box for them to explain) ?
11. Date Business Established:
12. (date you became owner if different?)

Comment [MS1]: Address, city, state and zip are the criteria that will trigger the CDBG questions for Des Moines only businesses. Questions are at the end of this document.

Comment [MS2]: Feel free to draft with Polk, Dallas, Madison, Marion, Warren,

Section II: Ownership Information

Owner Applicant 1

Full Legal Name:

Title:

% Owned:

Owner Applicant 2 (Optional)

Full Legal Name:

Title:

% Owned:

If the above two owners do not equal 100% of ownership, please list additional names and % ownership to equal 100.

Is the business minority-owned? Yes No I don't know COMMENT BOX

Is the business woman-owned? Yes No I don't know COMMENT BOX

Section III: Impact of Disaster

1. Employment on March 1st FTE (Full time equivalents)_____
2. Current number of employees: FTE_____
3. Number of employees working remotely as result of disaster: FTE_____
4. Number of employees furloughed or laid off as a result of disaster: FTE_____
5. What is monthly rent payment: _____
6. What is the estimated loss of revenues from March 1 – April 30, 2020
7. What is your projected loss of revenue from May 1 to July 30, 2020:
8. Describe how the funds – should they be awarded – would be utilized to maintain business operations during and/or after disaster: (Radio buttons that offer rent, payroll, utilities, supplies, other + comment box to describe other.)
9. Please indicate other business assistance programs for which you have applied and your application status:

Program	Source	Applied and Approved	Amount Approved	Applied and Denied	Applied and Status Unknown	Did Not Apply
Small Business Relief Grant	Iowa Economic Development Authority					
Targeted Small Business Sole Operator Fund	Iowa Economic Development Authority					
Paycheck Protection Program	U.S. Small Business Administration					
Economic Injury Disaster Loan (EIDL)	U.S. Small Business Administration					
Other?						

Section IV: Attachments (add language and check box after each question in this section to instruct applicant to deem information on any page as “confidential.”)

1. 4-month profit and loss statements (Jan-April 2020) (See sample profit and loss statement)
2. 4 month profit and loss statement (Jan -April 2019) *If business was not yet open, please submit a 4 month profit and loss statement from July – October 2019.
3. 3-month projected profit and loss (May 1-July 30, 2020)
4. Balance Sheet (as of April 30, 2020)
5. Amount of payroll prior to March 15th, 2020 (do not send employee SS information. Clarify weekly/biweekly) **INSERT PAYROLL TEMPLATE**

Section V: Certification & Release

1. Are there any judgments or court actions completed or pending against the applicant business entity, or current owners?
2. Have there been any current or past bankruptcies on the part of the applicant business entity, or on the part of the any current owners in the last five years?
3. In the last five years has there been, or are there currently any investigations of public violations of public health, safety or environmental laws by the applicant business entity, or any current owner?
4. In the last five years has there been, or are there currently any violations of labor laws, civil/human rights -laws by the applicant business entity, or any current owner?
5. If yes to any of the questions 1 to 4 above, please provide explanation.

Sign Off

I hereby give permission to sponsoring entities and Iowa Center for Economic Success to research the applicant business' and current owners' history, to make credit checks, to contact the business' financial institutions, insurance carriers and other entities in which the business has a contractual relationship, and to perform other related activities necessary to enable a full and reasonable evaluation of this application.

I understand that grant assistance may come from the City or County and that information contained in this application and any resulting grant agreement may be considered a public record under Iowa Code Chapter 22. I have identified the information contained in the application that I, in good-faith, reasonably determined constitutes a confidential record under Chapter 22 (e.g. trade secret financial information) or Federal law. I understand that it is my burden and obligation to make any such confidentiality request and to justify application of a confidentiality exception by citation to applicable law. I further understand that, in the absence of a court order or final order or decision of the Iowa Public Information Board, the City or County as applicable may, but is not required to protect claimed confidential records.

I understand that submittal of this grant application does not guarantee receipt of funding. I further understand that the Greater Des Moines Partnership, Iowa Center for Economic Success, the City and the County, as applicable have complete discretion to approve or disapprove this application and in the event of approval such entities have complete discretion to determine the amount, terms and conditions of any resulting grant.

Furthermore, I am aware that the funds will not be disbursed until a contract has been executed and the appropriate terms have been met.

I hereby certify that all representations, documents, information, and statements made or furnished to in connection with this application are true, correct and complete in all material respects.

Business

Authorized Business Signature:

Print Name:

Date:

CDBG-Related Questions, **Screening**

Comment [MS3]: This triggers for city of Des Moines physical locations

Application Questions

1. Have you or your business received federal funding under the Community Development Block Grant (CDBG) program within **the last 10 years?**

- Yes No I don't know

If yes, were you required to repay any of those funds to the City of Des Moines?

- Yes No I don't know

Comment [LC4]: This is just in case we need to ensure they were responsible recipients in the past.

2. Upon request, **will you provide** a list of jobs retained by this assistance, wages or salaries, average number of hours per pay period, and contact information (name and address) of employees in those jobs?

If awarded, employees will have to certify their job title, wage or salary, average number hours worked by pay period, and household income level.

- Yes No I don't know

Comment [LC5]: Threshold question: If they answer no, then they are ineligible.

3. In which census tract and block group are your jobs located? Tract: _____ Block Group: _____
To find your census tract and block group, go to the web site ShowMeMyHouse.dsm.city, enter your address, click Submit, and scroll to the bottom of the web page.

4. Do you believe that at least 51% of your employees, including yourself, have a household income that would be below the following, and that each employee would be willing to provide proof of their household income:

- 1 person household = \$49,950
- 2 person household = \$57,100
- 3 person household = \$64,250
- 4 person household = \$71,350
- 5 person household = \$77,100
- 6 person household = \$82,800
- 7 person household = \$88,500
- 8 person household = \$94,200

- Yes No I don't know

5. **Are you an employee,** elected official, or appointed official of the City of Des Moines?

- Yes No I don't know

Comment [LC6]: Conflict of interest trigger

Attachments Requested (MERGE WITH DATA ABOUT EMPLOYMENT IN MAIN APP)

- Please list job titles, hourly wage or salary by title, expected hours per pay period, and length of pay period (e.g. weekly, bi-weekly, bi-monthly, monthly, etc.) reduced due to the public health crisis that are to be funded with Small Business Recovery Fund.

Comment [LC7]: We may want to provide an attachment or show the format we need.

Scoring Criteria	Max Points	Score
All Required Documents Submitted	1 (mandatory to have all attached)	
Demonstrated Covid-19 Impact	1 = minimal but visible impact [1-50%] 2 = moderate impact [50-75%] 3 = significant impact [75-125%]	
Sustainability/Return to Normal Viability	1 = with this grant it is 50/50 2 = with this money it appears they will make it work	
Business Strong Prior to Covid-19	1 = breaking even or learning to sustain at a loss 2 = stable, with appropriate work force, meeting goals	
	Maximum Points	8

Application percentage score correlates to amount of potential award (Scoring 100% would qualify for up to 100% of ask, 90% qualifies up to 90% of ask, so on)

Any applications with a score of 70% or lower is rejected.

Assumption: Applicant must be in (or priority is given to) small businesses in retail, food service, arts and entertainment, hospitality, health care not directly involved in the COVID-19 response, fitness, personal service, and transportation.



**STAFF REPORT
CITY COUNCIL**

May 4, 2020

TO: CITY COUNCIL

FROM:

SUBJECT: Discussion and Possible Consideration of Firework Display Agreements

GENERAL INFORMATION

SUMMARY

ATTACHMENTS

1. 2020 04 28 July 4th Fireworks for 2020

ITEM # _____
DATE: May 4, 2020

COUNCIL ACTION FORM

AGENDA ITEM: CONSIDER APPROVAL OR PROPOSAL FROM J&M FIREWORKS FOR 4TH OF JULY FIREWORKS DISPLAY IN THE AMOUNT OF \$7,000, \$8,500 OR \$10,000.

HISTORY:

The City of Windsor Heights has funded the annual 4th of July Fireworks show in the past and at the April 20, 2020 Council Meeting, David Swartz approached Council about a show for 2020. Council expressed interest in a display, should Covid-19 restrictions be lifted in time. Chief McCluskey reached out to J&M Fireworks, the vendor the City has used in the past, and found J&M Fireworks did have availability to do a show on July 4th.

As a result, Chief McCluskey asked J&M Fireworks to submit quotes for fireworks displays with a cost of \$7,000, \$8,500, and \$10,000 so Council could see the difference in the shows based on funding level.

Attached are the three quotes. The basic differences in the shows are as follows:

- \$7,000 proposal - This program can be fired to create an intense 13-minute to a more regular paced 15-minute display.
- \$8,500 proposal - This program can be fired to create an intense 16-minute to a more regular paced 19-minute display.
- \$10,000 proposal - This program can be fired to create an intense 18-minute to a more regular paced 22-minute display. The 22-minutes would be shell breaks about every 2.5-3 seconds with some long lasting effects overlapping.

Keep in mind any of these shows can easily be paced faster or slower to adjust the duration. J&M assumes all of the 2.5" shells in the Main Body to be fired in pairs as well as a few 3" when estimating the show durations. If the pairs were all fired as singles it would add length to the program but J&M recommends keeping the pairs for a more intense display.

J&M Offers an "8% early pay discount," which we took advantage of last year as we were able to schedule the show earlier in the year. That discount has been extended through the day before any show this year and we fully expect to benefit from this discount again this year should Council approve funding for a fireworks show.

Also, J&M offers a 15% multiple year agreement bonus if the City agrees to use J&M for the next 3-years. In the past, Council expressed concern with a multiple year agreement in case the decision was made not to fund a show in the future. J&M is again offering the multiple year agreement, but they stressed the agreement bonus in no way requires the City to purchase fireworks in the future, rather the bonus centers around using J&M fireworks as the sole source if we do purchase fireworks. This is an option Council should consider as we have used J&M for several years and there is no requirement that we purchase fireworks each year, only that we continue to use J&M for the shows if we do fund them going forward.

BUDGET:

Depending on which option Council elects to fund, the cost of the fireworks show would be either \$7,000, \$8,500, or \$10,000. Finance Director Rachelle Swisher shared with Council that while the expense was not budgeted for FY20, there are funds available to support this endeavor should Council wish to pursue the fireworks show.

QUESTIONS FOR COUNCIL/OPTIONS:

1. Does Council wish to fund a 2020 4th of July Fireworks Show?
2. If Council chooses to fund the fireworks show, what level does Council wish to fund the show?
 - a. \$7,000
 - b. \$8,500
 - c. \$10,000
3. Does Council wish to take advantage of the 3-year 15% multiple year agreement?



J&M Displays Proposal for: City of Windsor Heights \$7,000

Main Event

2.5 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
2	Assortment F of 30 different J&M Brand shells ELECTRIC FIRE	mixed tails	\$250.00	\$500.00
Category Shell Count: 60				\$500.00

3 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
3	CHANSHAN SHELL - Mixed color peony		\$11.70	\$35.10
3	Green, orange, and purple peony	Gold tail	\$11.70	\$35.10
2	Red white and blue peony		\$11.70	\$23.40
2	Red and blue dahlia		\$11.70	\$23.40
4	Ring to delay crackle ring		\$11.70	\$46.80
2	Wave to variegated	Silver tail	\$11.70	\$23.40
2	Crackling Willow Flower w/Silver Strobe Pistil w/Crackling Tail		\$22.30	\$44.60
1	Crown to glittering		\$22.30	\$22.30
1	Glittering willow	glitter tail	\$22.30	\$22.30
2	Gold Palm with crackling pistil	Large Brocade tail	\$22.30	\$44.60
1	Nishiki kamuro niagara falls		\$22.30	\$22.30
2	Reddish gamboge to magenta chrys		\$22.30	\$44.60
1	Silver palm tree with big silver tail		\$22.30	\$22.30
1	Super Bright Gold Flitter Spider & Red & Blue w Tail		\$22.30	\$22.30
2	White strobe with red dahlia	glitter tail	\$22.30	\$44.60
1	Assortment B of 20 (5 report& 15 color) Patriotic shells ELECTRIC FIRE	mixed tails	\$229.00	\$229.00
1	Assortment C of 20 (5 report& 15 color) shells ELECTRIC FIRE		\$229.00	\$229.00
1	Assortment M of 20 different J&M Brand Shells ELECTRIC FIRE	mixed tails	\$230.00	\$230.00
1	Assortment P of 10 pairs (20 shells) of J&M Brand shells	mixed tails	\$230.00	\$230.00
1	Assortment Q of 20 different J&M Brand Shells ELECTRIC FIRE	mixed tails	\$230.00	\$230.00
1	Assortment Z of 10 pairs of 3" J&M shells ELECTRIC FIRE		\$230.00	\$230.00
Category Shell Count: 149				\$1,855.10

3 Inch Special Effect Shells

Quantity	Name	Rising Effect	Price	Total
2	Gold Strobe	Large Brocade tail	\$30.65	\$61.30
2	White strobe		\$30.65	\$61.30
1	Blue stars and whistle (cylinder)		\$48.55	\$48.55
1	Color whistle with reports (cylinder)		\$48.55	\$48.55
1	Green with whistles (cylinder)		\$48.55	\$48.55
1	Red and blue with silver serpents (cylinder)		\$48.55	\$48.55
1	Red wave with reports (cylinder)		\$48.55	\$48.55
Category Shell Count: 9				\$365.35



J&M Displays Proposal for: City of Windsor Heights \$7,000

Main Event

4 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
1	Blue peony		\$22.30	\$22.30
2	Blue peony with green pistil	Gold tail	\$22.30	\$44.60
2	CHANSHAN SHELL - Mixed color peony		\$22.30	\$44.60
2	Crown to glittering		\$22.30	\$44.60
2	Gold willow with color pistil	Gold tail	\$22.30	\$44.60
2	Green and Purple chrysanthemum	Gold tail	\$22.30	\$44.60
2	Red and Blue Dahlia with silver glitter	Gold tail	\$22.30	\$44.60
1	Red peony		\$22.30	\$22.30
1	White peony		\$22.30	\$22.30
2	Willow to Red White and Blue	Gold tail	\$22.30	\$44.60
2	Brocade crown coconut	Large Brocade tail	\$37.70	\$75.40
2	Color dahlia with silver strobe	Gold tail	\$37.70	\$75.40
2	Golden kamuro to white strobe	Gold tail	\$37.70	\$75.40
1	Green Glitter to Purple bees		\$37.70	\$37.70
2	Lemon and pink ring with crackling pistils	whistling tail	\$37.70	\$75.40
2	Pastel Cycas	Gold tail	\$37.70	\$75.40
1	White strobe and red dahlia	whistling tail	\$37.70	\$37.70
1	Assortment E of 20 different J&M Brand shells ELECTRIC FIRE		\$420.00	\$420.00

Category Shell Count: 49

\$1,251.50

4 Inch Special Effect shells

Quantity	Name	Rising Effect	Price	Total
1	Crackling nishiki kamuro		\$47.35	\$47.35
2	Double Crackle		\$47.35	\$94.70
1	Ghost Blue peony		\$47.35	\$47.35
1	Ghost Orange to crackle peony		\$47.35	\$47.35
1	Ghost Red peony		\$47.35	\$47.35
2	Gold Strobe		\$47.35	\$94.70
1	Green magic peony to nishiki kamuro		\$47.35	\$47.35
2	Green strobe		\$47.35	\$94.70
2	Heart Pattern, Red to crackle		\$47.35	\$94.70
2	Kamuro Chry		\$47.35	\$94.70
2	Kamuro with Happy Face		\$47.35	\$94.70
1	Reddish gamboge to var. color chrys		\$47.35	\$47.35
2	Six Angle brocade crown		\$47.35	\$94.70
1	Yellow ghost peony		\$47.35	\$47.35

Category Shell Count: 21

\$994.35

Section Shell Count: 288

Finales

Multi-shell Barrage Units

Quantity	Name	Rising Effect	Price	Total
1	2.5" Display Shell cake - Brocade Crown 36 shot		\$436.30	\$436.30
1	2.5" Display Shell cake - Rainbow peony 36 shot		\$436.30	\$436.30

Category Shell Count: 72

\$872.60



J&M Displays Proposal for: City of Windsor Heights \$7,000

Finales

2.5 Inch Finales

Quantity	Name	Rising Effect	Price	Total
5	Red white and blue 10 Shot finale chain		\$96.45	\$482.25
Category Shell Count: 50				\$482.25

4 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
4	Glittering willow	glitter tail	\$37.70	\$150.80
Category Shell Count: 4				\$150.80
Section Shell Count: 126				

Miscellaneous

Ignition Items

Quantity	Name	Rising Effect	Price	Total
185	Igniter 2 meter leads		\$1.95	\$360.75
130	Igniter 3 meter leads		\$1.95	\$253.50
Category Shell Count: 0				\$614.25
Section Shell Count: 0				

8% Free for Early Payment

2.5 Inch Finales

Quantity	Name	Rising Effect	Price	Total
3	Salute with palm 10 Shot finale chain		\$96.45	\$289.35
Category Shell Count: 30				\$289.35

3 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
2	Multi-color comets		\$22.30	\$44.60
Category Shell Count: 2				\$333.95

4 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
1	Blue and lemon strobe coconut	silver tail	\$37.70	\$37.70
1	Glitter crosse	flower crown tail	\$37.70	\$37.70
1	Red green and blue moving stars		\$37.70	\$37.70
Category Shell Count: 3				\$447.05
Section Shell Count: 35				

15% Free for Multiple Year Agreement



J&M Displays Proposal for: City of Windsor Heights \$7,000

15% Free for Multiple Year Agreement

3 Inch Finales

Quantity	Name	Rising Effect	Price	Total
5	Color and report 10 Shot finale chain	silver tail	\$139.80	\$699.00
Category Shell Count: 50				\$699.00

4 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
1	Brocade Waterfall to Blue		\$37.70	\$37.70
1	Brocade Waterfall to Red		\$37.70	\$37.70
1	Brocade Waterfall to White		\$37.70	\$37.70
Category Shell Count: 3				\$812.10
Section Shell Count: 53				



J&M Displays Proposal for: City of Windsor Heights \$7,000

This proposal includes an extension of our \$10,000,000.00 spectator liability insurance, and workers compensation on our shoot team.

Subtotal Fireworks: **\$5,320.00**
J&M Production: **\$1,680.00**
Total Price of Show: **\$7,000.00**

Total Shot Count: 502
Packing Check: 439
Date of Display: 07/04/20
Customer Number: 10426

Summary of Free Items Added to Your Show See Previous Pages for a Listing of Free Items

Free Items are Based on the \$5,320.00 Fireworks Subtotal

\$447.05 8% Free for Early Payment
\$812.10 15% Free for Multiple Year Agreement
\$1,259.15 Total Free

Your Price is \$7,000.00

Please Note the Following Comments:

The data in this proposal is confidential, and is to be accorded confidential treatment and shall not be disclosed other than to the official representative of the organization listed on the cover, and only then when in the evaluation of this proposal. Any reproduction of the contents of this proposal, whether in whole or in part, is expressly forbidden. J&M Displays, Inc. requests that all information be safeguarded from release pursuant to any request under the Freedom of Information Law of this state or any other state or jurisdiction; as it may cause competitive disadvantage to our company. The enclosed concepts and materials are the sole and exclusive property of J&M Displays, Inc. We reserve the right to make substitutions of equal or greater value. Prices and specifications are subject to change without notice. For choreographed displays the quantity and sizes of product may change based on the music selected; however, the dollar value of the product will remain the same.



J&M Displays Proposal for: City of Windsor Heights \$8,500

Main Event

2.5 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
2	Assortment F of 30 different J&M Brand shells ELECTRIC FIRE	mixed tails	\$250.00	\$500.00
Category Shell Count: 60				\$500.00

3 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
3	CHANSHAN SHELL - Mixed color peony		\$11.70	\$35.10
3	Green, orange, and purple peony	Gold tail	\$11.70	\$35.10
2	Red white and blue peony		\$11.70	\$23.40
2	Red and blue dahlia		\$11.70	\$23.40
4	Ring to delay crackle ring		\$11.70	\$46.80
2	Wave to variegated	Silver tail	\$11.70	\$23.40
2	Crackling Willow Flower w/Silver Strobe Pistil w/Crackling Tail		\$22.30	\$44.60
1	Crown to glittering		\$22.30	\$22.30
1	Glittering silver to green strobe		\$22.30	\$22.30
1	Glittering willow	glitter tail	\$22.30	\$22.30
2	Gold Palm with crackling pistil	Large Brocade tail	\$22.30	\$44.60
1	Nishiki kamuro niagara falls		\$22.30	\$22.30
2	Reddish gamboge to magenta chrys		\$22.30	\$44.60
1	Silver palm tree with big silver tail		\$22.30	\$22.30
1	Super Bright Gold Flitter Spider & Red & Blue w Tail		\$22.30	\$22.30
2	Varigated peony to crackling		\$22.30	\$44.60
2	White strobe with red dahlia	glitter tail	\$22.30	\$44.60
1	Assortment B of 20 (5 report& 15 color) Patriotic shells ELECTRIC FIRE	mixed tails	\$229.00	\$229.00
1	Assortment C of 20 (5 report& 15 color) shells ELECTRIC FIRE		\$229.00	\$229.00
1	Assortment M of 20 different J&M Brand Shells ELECTRIC FIRE	mixed tails	\$230.00	\$230.00
1	Assortment P of 10 pairs (20 shells) of J&M Brand shells	mixed tails	\$230.00	\$230.00
1	Assortment Q of 20 different J&M Brand Shells ELECTRIC FIRE	mixed tails	\$230.00	\$230.00
1	Assortment W of 20 different J&M Brand shells ELECTRIC FIRE	mixed tails	\$230.00	\$230.00
1	Assortment Z of 10 pairs of 3" J&M shells ELECTRIC FIRE		\$230.00	\$230.00
Category Shell Count: 172				\$2,152.00

3 Inch Special Effect Shells

Quantity	Name	Rising Effect	Price	Total
2	Gold Strobe	Large Brocade tail	\$30.65	\$61.30
1	Lemon strobe		\$30.65	\$30.65
1	Orange Strobe		\$30.65	\$30.65
2	White strobe		\$30.65	\$61.30
2	Blue stars and whistle (cylinder)		\$48.55	\$97.10
2	Color whistle with reports (cylinder)		\$48.55	\$97.10
1	Green tailed thunder with twilight glitter		\$48.55	\$48.55
1	Green with whistles (cylinder)		\$48.55	\$48.55
1	Red and Blue Tail Thunder to Crackling Rain		\$48.55	\$48.55
1	Red and blue with silver serpents (cylinder)		\$48.55	\$48.55
1	Red wave with reports (cylinder)		\$48.55	\$48.55
1	Silver and purple with artillery (cylinder)		\$48.55	\$48.55
1	Tourbillion with reports		\$48.55	\$48.55
Category Shell Count: 17				\$717.95



J&M Displays Proposal for: City of Windsor Heights \$8,500

Main Event

4 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
1	Blue peony		\$22.30	\$22.30
2	Blue peony with green pistil	Gold tail	\$22.30	\$44.60
2	CHANSHAN SHELL - Mixed color peony		\$22.30	\$44.60
2	Crown to glittering		\$22.30	\$44.60
2	Gold willow with color pistil	Gold tail	\$22.30	\$44.60
2	Green and Purple chrysanthemum	Gold tail	\$22.30	\$44.60
2	Red and Blue Dahlia with silver glitter	Gold tail	\$22.30	\$44.60
1	Red peony		\$22.30	\$22.30
1	White peony		\$22.30	\$22.30
2	Willow to Red White and Blue	Gold tail	\$22.30	\$44.60
2	Brocade crown coconut	Large Brocade tail	\$37.70	\$75.40
2	Color dahlia with silver strobe	Gold tail	\$37.70	\$75.40
2	Golden kamuro to white strobe	Gold tail	\$37.70	\$75.40
2	Pastel Cycas	Gold tail	\$37.70	\$75.40
1	White strobe and red dahlia	whistling tail	\$37.70	\$37.70
1	Assortment E of 20 different J&M Brand shells ELECTRIC FIRE		\$420.00	\$420.00
1	Assortment L of 20 different J&M Brand Shells ELECTRIC FIRE	mixed tails	\$420.00	\$420.00
Category Shell Count: 66				\$1,558.40

4 Inch Special Effect shells

Quantity	Name	Rising Effect	Price	Total
1	Crackling nishiki kamuro		\$47.35	\$47.35
2	Double Crackle		\$47.35	\$94.70
1	Ghost Blue peony		\$47.35	\$47.35
1	Ghost Orange to crackle peony		\$47.35	\$47.35
1	Ghost Red peony		\$47.35	\$47.35
2	Gold Strobe		\$47.35	\$94.70
1	Green magic peony to nishiki kamuro		\$47.35	\$47.35
2	Green strobe		\$47.35	\$94.70
2	Heart Pattern, Red to crackle		\$47.35	\$94.70
2	Kamuro Chry		\$47.35	\$94.70
2	Kamuro with Happy Face		\$47.35	\$94.70
1	Reddish gamboge to var. color chrys		\$47.35	\$47.35
2	Six Angle brocade crown		\$47.35	\$94.70
1	Yellow ghost peony		\$47.35	\$47.35
Category Shell Count: 21				\$994.35
Section Shell Count: 336				

Finales

Multi-shell Barrage Units

Quantity	Name	Rising Effect	Price	Total
1	2.5" Display Shell cake - Brocade Crown 36 shot		\$436.30	\$436.30
1	2.5" Display Shell cake - Rainbow peony 36 shot		\$436.30	\$436.30
Category Shell Count: 72				\$872.60



J&M Displays Proposal for: City of Windsor Heights \$8,500

Finales

2.5 Inch Finales

Quantity	Name	Rising Effect	Price	Total
7	Red white and blue 10 Shot finale chain		\$96.45	\$675.15
Category Shell Count: 70				\$675.15

4 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
4	Glittering willow	glitter tail	\$37.70	\$150.80
Category Shell Count: 4				\$150.80
Section Shell Count: 146				

Miscellaneous

Ignition Items

Quantity	Name	Rising Effect	Price	Total
225	Igniter 2 meter leads		\$1.95	\$438.75
150	Igniter 3 meter leads		\$1.95	\$292.50
Category Shell Count: 0				\$731.25
Section Shell Count: 0				

8% Free for Early Payment

2.5 Inch Finales

Quantity	Name	Rising Effect	Price	Total
3	Salute with palm 10 Shot finale chain		\$96.45	\$289.35
Category Shell Count: 30				\$289.35

3 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
2	Multi-color comets		\$22.30	\$44.60
Category Shell Count: 2				\$333.95

4 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
1	Blue and lemon strobe coconut	silver tail	\$37.70	\$37.70
1	Glitter crosse	flower crown tail	\$37.70	\$37.70
1	Green Glitter to Purple bees		\$37.70	\$37.70
2	Lemon and pink ring with crackling pistils	whistling tail	\$37.70	\$75.40
1	Red green and blue moving stars		\$37.70	\$37.70
Category Shell Count: 6				\$560.15
Section Shell Count: 38				

15% Free for Multiple Year Agreement



J&M Displays Proposal for: City of Windsor Heights \$8,500

15% Free for Multiple Year Agreement

3 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
1	Blue to crackling		\$22.30	\$22.30
2	Golden wave to variegated		\$22.30	\$44.60
2	Kamuro Chrysanthemum		\$22.30	\$44.60
2	Red gamboge to variegated		\$22.30	\$44.60
1	Red to crackling		\$22.30	\$22.30
1	White to crackling		\$22.30	\$22.30
Category Shell Count: 9				\$200.70

3 Inch Finales

Quantity	Name	Rising Effect	Price	Total
5	Color and report 10 Shot finale chain	silver tail	\$139.80	\$699.00
Category Shell Count: 50				\$899.70

4 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
1	Brocade Waterfall to Blue		\$37.70	\$37.70
1	Brocade Waterfall to Red		\$37.70	\$37.70
1	Brocade Waterfall to White		\$37.70	\$37.70
Category Shell Count: 3				\$1,012.80

Section Shell Count: 62



J&M Displays Proposal for: City of Windsor Heights \$8,500

This proposal includes an extension of our \$10,000,000.00 spectator liability insurance, and workers compensation on our shoot team.

Subtotal Fireworks: **\$6,460.00**
J&M Production: **\$2,040.00**
Total Price of Show: **\$8,500.00**

Total Shot Count: 582
Packing Check: 523
Date of Display: 07/04/20
Customer Number: 10426

Summary of Free Items Added to Your Show See Previous Pages for a Listing of Free Items

Free Items are Based on the \$6,460.00 Fireworks Subtotal

\$560.15 8% Free for Early Payment
\$1,012.80 15% Free for Multiple Year Agreement
\$1,572.95 Total Free

Your Price is \$8,500.00

Please Note the Following Comments:

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J&M Displays Proposal for: City of Windsor Heights \$10,000

Main Event

2.5 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
1	Assortment E of 15 pairs (30 shells) of J&M Brand shells ELECTRIC FIRE		\$250.00	\$250.00
2	Assortment F of 30 different J&M Brand shells ELECTRIC FIRE	mixed tails	\$250.00	\$500.00
Category Shell Count: 90				\$750.00

3 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
3	CHANSHAN SHELL - Mixed color peony		\$11.70	\$35.10
3	Green, orange, and purple peony	Gold tail	\$11.70	\$35.10
2	Red white and blue peony		\$11.70	\$23.40
2	Red and blue dahlia		\$11.70	\$23.40
4	Ring to delay crackle ring		\$11.70	\$46.80
2	Wave to variegated	Silver tail	\$11.70	\$23.40
2	Crackling Willow Flower w/Silver Strobe Pistil w/Crackling Tail		\$22.30	\$44.60
1	Glittering silver to green strobe		\$22.30	\$22.30
2	Gold Palm with crackling pistil	Large Brocade tail	\$22.30	\$44.60
2	Nishiki kamuro niagara falls		\$22.30	\$44.60
2	Reddish gamboge to magenta chrys		\$22.30	\$44.60
2	Silver palm tree with big silver tail		\$22.30	\$44.60
1	Super Bright Gold Flitter Spider & Red & Blue w Tail		\$22.30	\$22.30
2	Varigated peony to crackling		\$22.30	\$44.60
2	White strobe with red dahlia	glitter tail	\$22.30	\$44.60
1	Assortment B of 20 (5 report& 15 color) Patriotic shells ELECTRIC FIRE	mixed tails	\$229.00	\$229.00
1	Assortment C of 20 (5 report& 15 color) shells ELECTRIC FIRE		\$229.00	\$229.00
1	Assortment M of 20 different J&M Brand Shells ELECTRIC FIRE	mixed tails	\$230.00	\$230.00
1	Assortment P of 10 pairs (20 shells) of J&M Brand shells	mixed tails	\$230.00	\$230.00
1	Assortment Q of 20 different J&M Brand Shells ELECTRIC FIRE	mixed tails	\$230.00	\$230.00
1	Assortment W of 20 different J&M Brand shells ELECTRIC FIRE	mixed tails	\$230.00	\$230.00
1	Assortment Z of 10 pairs of 3" J&M shells ELECTRIC FIRE		\$230.00	\$230.00
Category Shell Count: 172				\$2,152.00

3 Inch Special Effect Shells

Quantity	Name	Rising Effect	Price	Total
2	Gold Strobe	Large Brocade tail	\$30.65	\$61.30
1	Lemon strobe		\$30.65	\$30.65
2	White strobe		\$30.65	\$61.30
2	Blue stars and whistle (cylinder)		\$48.55	\$97.10
2	Color whistle with reports (cylinder)		\$48.55	\$97.10
1	Green tailed thunder with twilight glitter		\$48.55	\$48.55
1	Green with whistles (cylinder)		\$48.55	\$48.55
2	Red and blue with silver serpents (cylinder)		\$48.55	\$97.10
1	Red and blue with whistles (cylinder)		\$48.55	\$48.55
1	Red wave with reports (cylinder)		\$48.55	\$48.55
1	Silver and purple with artillery (cylinder)		\$48.55	\$48.55
1	Silver wasp and diamond screamer		\$48.55	\$48.55
2	Tourbillion with reports		\$48.55	\$97.10
Category Shell Count: 19				\$832.95



J&M Displays Proposal for: City of Windsor Heights \$10,000

Main Event

4 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
1	Blue peony		\$22.30	\$22.30
2	Blue peony with green pistil	Gold tail	\$22.30	\$44.60
2	CHANSHAN SHELL - Mixed color peony		\$22.30	\$44.60
2	Crown to glittering		\$22.30	\$44.60
2	Gold willow with color pistil	Gold tail	\$22.30	\$44.60
2	Green and Purple chrysanthemum	Gold tail	\$22.30	\$44.60
2	Red and Blue Dahlia with silver glitter	Gold tail	\$22.30	\$44.60
1	Red peony		\$22.30	\$22.30
1	White peony		\$22.30	\$22.30
2	Willow to Red White and Blue	Gold tail	\$22.30	\$44.60
2	Brocade crown coconut	Large Brocade tail	\$37.70	\$75.40
2	Color dahlia with silver strobe	Gold tail	\$37.70	\$75.40
2	Golden kamuro to white strobe	Gold tail	\$37.70	\$75.40
2	Pastel Cycas	Gold tail	\$37.70	\$75.40
1	White strobe and red dahlia	whistling tail	\$37.70	\$37.70
1	Assortment U of 10 different J&M Brand shells ELECTRIC FIRE	mixed tails	\$210.00	\$210.00
1	Assortment E of 20 different J&M Brand shells ELECTRIC FIRE		\$420.00	\$420.00
1	Assortment L of 20 different J&M Brand Shells ELECTRIC FIRE	mixed tails	\$420.00	\$420.00

Category Shell Count: 76 \$1,768.40

4 Inch Special Effect shells

Quantity	Name	Rising Effect	Price	Total
1	Crackling nishiki kamuro		\$47.35	\$47.35
1	Crackling small flowers		\$47.35	\$47.35
2	Double Crackle		\$47.35	\$94.70
1	Ghost Blue peony		\$47.35	\$47.35
1	Ghost Orange to crackle peony		\$47.35	\$47.35
1	Ghost Red peony		\$47.35	\$47.35
2	Gold Strobe		\$47.35	\$94.70
1	Green magic peony to nishiki kamuro		\$47.35	\$47.35
2	Green strobe		\$47.35	\$94.70
2	Heart Pattern, Red to crackle		\$47.35	\$94.70
2	Kamuro Chry		\$47.35	\$94.70
2	Kamuro with Happy Face		\$47.35	\$94.70
1	Reddish gamboge to var. color chrys		\$47.35	\$47.35
2	Six Angle brocade crown		\$47.35	\$94.70
2	Thousand of Flash (Lightning / Photo Flash)		\$47.35	\$94.70
1	Yellow ghost peony		\$47.35	\$47.35
2	Skyblue Jellyfish		\$63.60	\$127.20
2	Yellow Sunflower w/ big tail		\$63.60	\$127.20

Category Shell Count: 28 \$1,390.80

Section Shell Count: 385

Finales

Multi-shell Barrage Units

Quantity	Name	Rising Effect	Price	Total
1	2.5" Display Shell Cake- Red White Blue finale 2.5" 36 shot		\$436.30	\$436.30
1	2.5" Display Shell cake - Brocade Crown 36 shot		\$436.30	\$436.30
1	2.5" Display Shell cake - Rainbow peony 36 shot		\$436.30	\$436.30

Category Shell Count: 108 \$1,308.90



J&M Displays Proposal for: City of Windsor Heights \$10,000

Finales

2.5 Inch Finales

Quantity	Name	Rising Effect	Price	Total
7	Red white and blue 10 Shot finale chain		\$96.45	\$675.15
Category Shell Count: 70				\$675.15

3 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
4	Glittering willow	glitter tail	\$22.30	\$89.20
Category Shell Count: 4				\$89.20

4 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
4	Glittering willow	glitter tail	\$37.70	\$150.80
Category Shell Count: 4				\$150.80

Section Shell Count: 186

Miscellaneous

Ignition Items

Quantity	Name	Rising Effect	Price	Total
250	Igniter 2 meter leads		\$1.95	\$487.50
190	Igniter 3 meter leads		\$1.95	\$370.50
Category Shell Count: 0				\$858.00

Section Shell Count: 0

8% Free for Early Payment

2.5 Inch Finales

Quantity	Name	Rising Effect	Price	Total
3	Salute with palm 10 Shot finale chain		\$96.45	\$289.35
Category Shell Count: 30				\$289.35

3 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
2	Crown to glittering		\$22.30	\$44.60
2	Multi-color comets		\$22.30	\$44.60
Category Shell Count: 4				\$378.55

3 Inch Special Effect Shells

Quantity	Name	Rising Effect	Price	Total
1	Red and Blue Tail Thunder to Crackling Rain		\$48.55	\$48.55
Category Shell Count: 1				\$427.10



J&M Displays Proposal for: City of Windsor Heights \$10,000

8% Free for Early Payment

4 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
1	Blue and lemon strobe coconut	silver tail	\$37.70	\$37.70
1	Glitter crossette	flower crown tail	\$37.70	\$37.70
1	Green Glitter to Purple bees		\$37.70	\$37.70
2	Lemon and pink ring with crackling pistils	whistling tail	\$37.70	\$75.40
1	Red green and blue moving stars		\$37.70	\$37.70
Category Shell Count: 6				\$653.30

Section Shell Count: 41

15% Free for Multiple Year Agreement

3 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
1	Blue to crackling		\$22.30	\$22.30
2	Golden wave to variegated		\$22.30	\$44.60
2	Kamuro Chrysanthemum		\$22.30	\$44.60
2	Red gamboge to variegated		\$22.30	\$44.60
1	Red to crackling		\$22.30	\$22.30
1	White to crackling		\$22.30	\$22.30
Category Shell Count: 9				\$200.70

3 Inch Special Effect Shells

Quantity	Name	Rising Effect	Price	Total
1	Orange Strobe		\$30.65	\$30.65
Category Shell Count: 1				\$231.35

3 Inch Finales

Quantity	Name	Rising Effect	Price	Total
5	Color and report 10 Shot finale chain	silver tail	\$139.80	\$699.00
Category Shell Count: 50				\$930.35

4 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
1	Blue to dark to red		\$37.70	\$37.70
1	Brocade Crown with silver strobe pistils		\$37.70	\$37.70
1	Brocade Waterfall to Blue		\$37.70	\$37.70
1	Brocade Waterfall to Red		\$37.70	\$37.70
1	Brocade Waterfall to White		\$37.70	\$37.70
1	White strobe and red dahlia	whistling tail	\$37.70	\$37.70
Category Shell Count: 6				\$1,156.55

Section Shell Count: 66



J&M Displays Proposal for: City of Windsor Heights \$10,000

This proposal includes an extension of our \$10,000,000.00 spectator liability insurance, and workers compensation on our shoot team.

Subtotal Fireworks: **\$7,600.00**
J&M Production: **\$2,400.00**
Total Price of Show: **\$10,000.00**

Total Shot Count: 678
Packing Check: 611
Date of Display: 07/04/20
Customer Number: 10426

Summary of Free Items Added to Your Show See Previous Pages for a Listing of Free Items

Free Items are Based on the \$7,600.00 Fireworks Subtotal

\$653.30 8% Free for Early Payment
\$1,156.55 15% Free for Multiple Year Agreement
\$1,809.85 Total Free

Your Price is \$10,000.00

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