

## **City of Hills**

### **Council Members**

Bruce Endris  
Steve Harris  
Merle Hill  
Thom Kirkpatrick  
Cathy Knebel

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Hills, Iowa 52235-0345  
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### **Mayor**

Tim Kemp  
**City Administrator**  
Cathy Fitzmaurice-Hill  
**Deputy Clerk**  
Donna Hicks

Hills City Council  
Regular Meeting

Hills Fire Department Meeting Room @ 7:00 PM  
January 9, 2017

### **1. Consent Agenda:**

- a. Agenda
- b. Minutes: December 10, 2016 Work Session, December 12, 2016 Council Meeting.
- c. Scheduled list of Claims
- d. Receipts from December 9, 2016 thru January 6, 2017
- e. Treasurer's Report
- f. Budget Report
- g. Approve the following appointments and designations:
  - Official Publication - Gazette
  - P&Z Commission - Gary Hulett, 5 year term
  - Board of Appeals - John Palmer, 5 year term

### **2. Public Comments**

### **3. Business:**

- a. Public Hearing: FY 17 Budget Amendment
- b. Resolution 2017-01 Amending the Current Budget for Fiscal Year ending June 30, 2017.
- c. Resolution 2017-02 Naming City Depositories for 2017.
- d. Discussion and set work session for FY18 Budget.
- e. Discussion and possible action re: Township Fire Protection Contract.

### **4. Reports:**

- a. Mayor
- b. Attorney
- c. City Administrator
- d. Maintenance
- e. Fire Department
- f. Sewer
- g. Water

### **6. Council Comments**

### **5. Adjournment**

Hills City Council  
Work Session  
December 10, 2016  
8:00 AM  
Hills City Office

Mayor Kemp called the meeting to order at 8:07 AM. Council members present were: Bruce Endris, Merle Hill, and Cathy Knebel. Absent: Thom Kirkpatrick and Steve Harris. Also present: City Administrator, Cathy Fitzmaurice-Hill.

Mayor Kemp explained the main topic is to create a 3-5-10 year plan, priority list of projects for the City. City Administrator provided information on the FY17 budget projects for this year along with revenue projections for the next five years. She reviewed all fund balances and explained that most funds would balance each budget but nothing left for much extra. The LOST fund amounts received can be used for the plan or priority list. Any additional funds would need to come from economic development.

The Council reviewed a project list of needs/wants for the City and worked to prioritize the projects based on need and ability to fund. Some things can be incorporated into the budget such as sewer jetting, staffing needs including benefits, public works equipment. Discussion items included additional recreational events including a possible splash pad, social media methods to reach residents, regular replacement of City equipment, Fire Department needs, street work, City buildings, water maintenance, updates to park and equipment and sewer upgrades. The Council felt that priority should be given to street work on Main Street. This will be incorporated into the next budget and Council will begin plans in January for this project. The Council will review plans as needed.

Cathy also presented several policies to the Council to review. The Employee handbook needs to be updated along with Council procedures, cash management, purchasing. She asked Council to review all policies to ensure the accuracy with current procedure. These will be discussed as appropriate at Council meetings to enact.

The work session ended at 10:57 AM.

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Tim Kemp, Mayor

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Cathy Fitzmaurice-Hill, City Administrator

Hills City Council Meeting  
December 12, 2016  
7:00 PM  
Hills Fire Station Meeting Room

The Hills City Council meeting was called to order by Mayor Tim Kemp at 7:00 p.m. on Monday, December 12, 2016 at the Hills Fire Station Meeting Room.

Council members present were: Merle Hill, Thom Kirkpatrick, Steve Harris, Bruce Endris, and Cathy Knebel. Absent: None. Also present: Cathy Fitzmaurice-Hill, City Administrator, Ron Wolfe, Public Works, Erek Sittig, City Attorney, and Matt Pantel, Asst. Fire Chief.

**Consent Agenda:** A Motion was made by Knebel and seconded by Hill to approve the Agenda. Ayes: 5. Motion carried. A Motion was made by Knebel and seconded by Harris to approve the consent agenda including minutes from the Meeting of November 28, 2016, Scheduled list of claims, receipts from November 23, 2016 thru December 9, 2016, Treasurer's report, Budget Report and Canceling December 26, 2016 regular council meeting. Ayes: 5. Motion carried.

**Public Comment:** None.

**Businesss:**

Resolution 2016-29 was presented accepting and approving Residential Purchase Agreement with Karen K. Branson. The Resolution approves the Agreement between the City and Karen K. Branson for the purchase of property at 200 East Main Street in Hills for the amount of \$42,000 in lieu of additional enforcement action against the property. A Motion was made by Hill and seconded by Kirkpatrick to approve Resolution 2016-29. A roll call vote was taken. Ayes: 5. Resolution 2016-29 passed.

The City received an estimate from Shive-Hattery to provide professional services to prepare a concept site plan, building concept floor plan and elevation and concept level cost opinion for a new city hall/storm shelter/library. The proposal is to be billed hourly with an estimated cost of \$5,000. A Motion was made by Kirkpatrick and seconded by Endris to accept the estimate from Shive-Hattery. Ayes: 5. Motion carried.

Resolution 2016-30 was presented of appointment and compensation schedule for City Attorney. The Resolution appoints Erek Sittig as City Attorney at a fee schedule of \$140.00 per hour effective January 1, 2017 thru December 31, 2017. A Motion was made by Hill and seconded by Knebel to approve Resolution 2016-30. A roll call vote was taken. Ayes: 5. Resolution 2016-30 passed.

**Reports:**

Attorney: No additional report.

Fire Chief: Matt reported that Jason is working on stipend policy change recommendations. The Council asked about replacing the tanker. If necessary the Dept. may seek funds from the Townships to replace. The more pressing need is for replacement of the pumper. The Dept. will work on a proposal for the Council.

Maintenance: Ron reported the snow caused some issues with streets but he is attempting to keep them clear. Council discussed possibility of using salt brine spray on Main Street prior to storms. Ron will check on this.

Sewer: The second pump has been replaced at the Oak Crest Hill Lift Station.

Water: No report.

Administrator: P&Z has completed its review of the zoning and subdivision ordinances and will ask City Engineer Kevin Trom to review subdivision and make recommendations. The Council will also need to establish a fee for submitting a preliminary plat to the City. The Auditor contacted the City to indicate that the review showed all recommendations have been complied with. They congratulated the City on taking the steps necessary to do so. They requested additional information on the sewer contract with Bruce Endris. In particular, what steps the City took in awarding him the contract and his status as an independent contractor. Cathy will provide info to them.

Mayor: Tim commented that the work session went well and now we can begin implementing the plans discussed.

A Motion was made by Knebel and seconded by Harris to adjourn the meeting at 7:40 p.m. Ayes: 5. Motion carried.

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Tim Kemp, Mayor

Attest:

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Cathy Fitzmaurice-Hill, City Administrator

## SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
				HILLS BANK & TRUST GENERAL			
				1139 ALLIANT ENERGY/IPL			
DEC16	1	1/01/17	1/01/17	6329341000 1/2 FIRE STAT	98.33	1115 001-150-6371	1
	2			7476601000 STREET LIGHTS	877.68	001 001-230-6371	1
	3			6329341000 1/2 FIRE STAT	98.33	001 001-650-6371	1
	8			0100611000 SIREN	46.15	001 001-650-6371	1
	9			0854541000 MAINT BLDG	168.42	001 001-650-6371	1
	10			0071821000 SIGN LIGHT	20.51	001 001-650-6371	1
	11			7980511000 BALL PARK	194.75	001 001-650-6371	1
	14			2788601000 COM CENTER	299.89	001 001-650-6371	1
				INVOICE TOTAL	1,804.06		
				VENDOR TOTAL	1,804.06		
				1007 BUSINESS RADIO			
65381	1	1/09/17	1/09/17	RADIO	14.00	1115 001-150-6504	1
				INVOICE TOTAL	14.00		
				VENDOR TOTAL	14.00		
				1361 CATHY FIZTMAURICE-HILL			
JAN17	1	1/09/17	1/09/17	INS REIMBURSE	343.66	001 001-620-6183	1
				INVOICE TOTAL	343.66		
				VENDOR TOTAL	343.66		
				1433 CHELSEA SMALLEY			
JAN17	1	1/09/17	1/09/17	DEC COM CENTER	300.00	001 001-460-6310	1
				INVOICE TOTAL	300.00		
				VENDOR TOTAL	300.00		
				1013 CITY OF IOWA CITY			
45779	1	1/09/17	1/09/17	LIBRARY CONTRACT	966.92	001 001-410-6430	1
				INVOICE TOTAL	966.92		
				VENDOR TOTAL	966.92		
				1320 CAPITAL ONE COMMERCIAL			
JAN17	1	1/09/17	1/09/17	OFFICE SUPPLIES	16.98	001 001-650-6506	1
				INVOICE TOTAL	16.98		
				VENDOR TOTAL	16.98		
				1023 DANKO			
80656	1	1/09/17	1/09/17	EMS SUPPLIES	1,726.50	1115 001-150-6505	1
				INVOICE TOTAL	1,726.50		
81056	1	1/09/17	1/09/17	EMS SUPPLIES	31.00	1115 001-150-6505	1
				INVOICE TOTAL	31.00		
81084	1	1/09/17	1/09/17	EMS/GLOVE	215.00	1115 001-150-6505	1

## SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
				INVOICE TOTAL	215.00		
81188	1	1/09/17	1/09/17	GLOVES	64.48	1115 001-150-6504	1
				INVOICE TOTAL	64.48		
81189	1	1/09/17	1/09/17	GLOVES	128.96	1115 001-150-6504	1
				INVOICE TOTAL	128.96		
81296	1	1/09/17	1/09/17	BOOTS	1,117.84	1115 001-150-6504	1
				INVOICE TOTAL	1,117.84		
				VENDOR TOTAL	3,283.78		
JAN17	1	1/09/17	1/09/17	1400 DONNA HICKS MILEAGE	18.25	001 001-650-6331	1
				INVOICE TOTAL	18.25		
				VENDOR TOTAL	18.25		
0305532	1	1/09/17	1/09/17	1263 FELD FIRE VALVE	24.64	1115 001-150-6332	1
				INVOICE TOTAL	24.64		
				VENDOR TOTAL	24.64		
121916	1	1/01/17	1/01/17	1046 GAZETTE COMMUNICATIONS PUBLICATIONS	88.53	001 001-650-6414	1
				INVOICE TOTAL	88.53		
122916	1	1/09/17	1/09/17	BUDGET AMENDMENT	117.14	001 001-650-6414	1
				INVOICE TOTAL	117.14		
				VENDOR TOTAL	205.67		
172370	1	1/09/17	1/09/17	1389 HOLLAND MICHAEL RAIBER SITTIG LEGAL	391.00	001 001-640-6411	1
				INVOICE TOTAL	391.00		
				VENDOR TOTAL	391.00		
JAN17	1	1/01/17	1/01/17	1068 I WIRELESS CELL PHONE	49.43	001 001-650-6373	1
				INVOICE TOTAL	49.43		
				VENDOR TOTAL	49.43		
63663	1	1/09/17	1/09/17	1071 IMWCA WORKERS COMP	592.00	001 001-650-6160	1
				INVOICE TOTAL	592.00		
				VENDOR TOTAL	592.00		
00272087	1	1/09/17	1/09/17	1099 JOHNSON COUNTY RECORDER SIDEWALK RELEASE	7.00	001 001-650-6405	1

## SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
				INVOICE TOTAL	7.00		
				VENDOR TOTAL	7.00		
JAN17	1	1/09/17	1/09/17	1101 JOHNSON COUNTY SHERIFF POLICE PROTECTION	2,278.92	001 001-110-6420	1
				INVOICE TOTAL	2,278.92		
				VENDOR TOTAL	2,278.92		
6B122644	1	1/09/17	1/09/17	1185 RACOM CORP ANTENNA	60.00	1115 001-150-6332	1
				INVOICE TOTAL	60.00		
				VENDOR TOTAL	60.00		
JAN17	1	1/09/17	1/09/17	1193 SHARON TELEPHONE 1/2 FIRE STATION 224	37.75	1115 001-150-6373	1
	2			1/2 FIRE STATION 224	37.76	001 001-650-6373	1
	4			CLERK 513	139.33	001 001-650-6373	1
	5			MAINT BLDG 223	37.74	001 001-650-6373	1
	7			COM CENTER 200	36.67	001 001-650-6373	1
				INVOICE TOTAL	289.25		
				VENDOR TOTAL	289.25		
JAN17	1	1/09/17	1/09/17	1441 CHRIS STECKMAN CLEANING	100.00	001 001-460-6310	1
				INVOICE TOTAL	100.00		
				VENDOR TOTAL	100.00		
43213	1	1/01/17	1/01/17	1203 STUTSMAN INC FUEL	138.94	1115 001-150-6331	1
				INVOICE TOTAL	138.94		
				VENDOR TOTAL	138.94		
JAN17	1	1/09/17	1/09/17	1219 VISA TROPHYS	144.57	1115 001-150-6515	1
				INVOICE TOTAL	144.57		
				VENDOR TOTAL	144.57		
				GENERAL	11,029.07		
				ROAD USE TAX			
12328	1	1/09/17	1/09/17	1189 S & G MATERIALS SALT/SAND	308.56	110 110-250-6470	1
				INVOICE TOTAL	308.56		
				VENDOR TOTAL	308.56		

## Fri Jan 6, 2017 11:20 AM

OPER: CFH

## SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL	ACCOUNT	CK SQ
JAN17	1	1/09/17	1/09/17	1034 BRUCE ENDRIS DEC SEWER CONTRACT WAGES	800.00	610	610-815-6010		1
				INVOICE TOTAL	800.00				
				VENDOR TOTAL	800.00				
0871842	1	1/09/17	1/09/17	1032 ELECTRIC PUMP SEWER	6,938.24	610	610-815-6350		1
				INVOICE TOTAL	6,938.24				
				VENDOR TOTAL	6,938.24				
172371	1	1/09/17	1/09/17	1389 HOLLAND MICHAEL RAIBER SITTIG LEGAL/WASTEWATER	11.50	610	610-815-6411		1
				INVOICE TOTAL	11.50				
				VENDOR TOTAL	11.50				
1A00048	1	1/09/17	1/09/17	1287 KEYSTONE LABORATORIES SEWER TESTS	61.38	610	610-815-6380		1
				INVOICE TOTAL	61.38				
1Z08973	1	10/24/16	10/24/16	SEWER TESTS	86.68	610	610-815-6380		1
				INVOICE TOTAL	86.68				
1Z09904	1	1/01/17	1/01/17	SEWER TESTS	86.68	610	610-815-6380		1
				INVOICE TOTAL	86.68				
1Z10951	1	1/01/17	1/01/17	SEWER TESTS	89.38	610	610-815-6380		1
				INVOICE TOTAL	89.38				
1Z11161	1	1/01/17	1/01/17	SEWER TESTS	41.68	610	610-815-6380		1
				INVOICE TOTAL	41.68				
				VENDOR TOTAL	365.80				
52493	1	1/09/17	1/09/17	1171 OMNI-SITE.NET SEWER ALARM	9.07	610	610-815-6373		1
				INVOICE TOTAL	9.07				
52914	1	1/09/17	1/09/17	LIFT STATION ALARM/YEAR	828.00	610	610-815-6373		1
				INVOICE TOTAL	828.00				
				VENDOR TOTAL	837.07				
JAN17	3	1/09/17	1/09/17	1193 SHARON TELEPHONE LIFT STATION 2107	37.44	610	610-815-6373		1
				INVOICE TOTAL	37.44				
				VENDOR TOTAL	37.44				
JAN17	1	1/09/17	1/09/17	1216 U S POST OFFICE UTILITY BILLS	36.32	610	610-815-6508		1
				INVOICE TOTAL	36.32				



# SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
				VENDOR TOTAL	36.32		
				SEWER	15,325.36		
				LANDFILL/GARBAGE			
92752	1	1/09/17	1/09/17	1100 JOHNSON COUNTY REFUSE, INC GARBAGE COLLECTION	1,263.50 1,263.50	670 670-840-6492	1
				INVOICE TOTAL	1,263.50		
JAN17	1	1/09/17	1/09/17	YEARLY TAG	45.00 45.00	670 670-840-6535	1
				INVOICE TOTAL	45.00		
				VENDOR TOTAL	1,308.50		
JAN17	2	1/09/17	1/09/17	1216 U S POST OFFICE UTILITY BILLS	36.32 36.32	670 670-840-6508	1
				INVOICE TOTAL	36.32		
				VENDOR TOTAL	36.32		
				LANDFILL/GARB	1,344.82		
				HILLS BANK & TRUST TOTAL	29,984.74		
				TOTAL MANUAL CHECKS	.00		
				TOTAL E-PAYMENTS	.00		
				TOTAL PURCH CARDS	.00		
				TOTAL ACH PAYMENTS	.00		
				TOTAL OPEN PAYMENTS	29,984.74		
				GRAND TOTALS	29,984.74		

REVENUE REPORT DECEMBER 9, 2016 THRU JANUARY 6, 2017

TOWNSHIP CONTRIBUTIONS	14,600.00	
DONATIONS- FIRE DEPT	1,425.00	
RENT - COMMUNITY CENTER	625	
PROPERTY TAX	1,804.03	
BUILDING PERMIT	700.00	
INTEREST: GENERAL	1,733.24	
REIMBURSEMENT	15.00	
DONATIONS - OTHER	1,250.00	
		22,152.27
INTEREST: ROADS	52.36	
ROAD USE TAX	6,500.42	
		6,552.78
LOCAL OPTION SALES TAX	20,281.84	
		20,281.84
WATER FEES	20,553.27	
WATER SALES TAX	1,192.70	
WATER DEPOSITS	100.00	
		21,845.97
SEWER FEES	16,711.22	
SEWER INTEREST	28.01	
SEWER SALES TAX	116.32	
		16,855.55
GARBAGE FEES	1,835.28	
GARBAGE BAGS	256.25	
GARBAGE INTEREST	12.46	
		2,103.99
TOTAL REVENUE		89,792.40

**TREASURER'S REPORT      FOR THE MONTH OF DECEMBER 2016**

<b>FUND</b>	<b>BEGINNING BALANCE</b>	<b>DEPOSITS</b>	<b>DISBURSED</b>	<b>ENDING BALANCE</b>	<b>CD'S END OF MONTH</b>	<b>TOTAL FUND BALANCE</b>
General	561,777.90	71,598.09	21,660.59	611,715.40	435,000	1,046,715.40
Fire	81,524.47	26,800	1,182.89	107,141.58	16,000	123,141.58
Road Use	-296,141.86	6,817.44	2,497.00	-291,821.42	305,000	13,178.58
Debt Service	-3,573	0	14,390	-17,963		-17,963
LOST	238,631.84	20,281.84	0	258,913.68	68,923.11	327,836.79
WATER	62,655.75*	23,615.07	37,996.09	78,274.73		78,274.73
SEWER	412,176.32*	17,887.32	1,836.06	428,227.58	133,197.92	561,425.50
GARBAGE	18,785.95*	2,327.17	2,155.16	18,957.96	70,000	88,957.96
<b>Total Treasurer's Balance</b>	<b>1,105,837.37</b>	<b>169,326.93</b>	<b>81,717.79</b>	<b>1,193,446.51</b>	<b>1,028,121.03</b>	<b>2,221,567.54</b>
<b>Total Outstanding (All funds)</b>				<b>80,766.03</b>		
<b>Total Clerk's Balance</b>				<b>1,274,212.54</b>		

\* Adjusted beginning balance for NSF 11/30/16 \$128.70

# BUDGET REPORT

## CALENDAR 1/2017, FISCAL 7/2017

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	POLICE TOTAL	27,354.00	2,278.92	15,952.44	58.32	11,401.56
	EMERGENCY MANAGEMENT TOTAL	352.00	.00	351.50	99.86	.50
	FIRE TOTAL	87,450.00	3,802.01	31,086.29	35.55	56,363.71
	BUILDING INSPECTIONS TOTAL	9,350.00	.00	2,570.60	27.49	6,779.40
	PUBLIC SAFETY TOTAL	124,506.00	6,080.93	49,960.83	40.13	74,545.17
	ROADS, BRIDGES, SIDEWALKS TOTA	56,868.00	530.62	21,236.53	37.34	35,631.47
	STREET LIGHTING TOTAL	11,500.00	877.68	5,284.55	45.95	6,215.45
	TRAFFIC CONTROL & SAFETY TOTAL	1,000.00	.00	8,142.47	814.25	7,142.47
	SNOW REMOVAL TOTAL	6,000.00	355.81	355.81	5.93	5,644.19
	STREET CLEANING TOTAL	.00	.00	.00	.00	.00
	SEWER/SEWAGE DISPOSAL TOTAL	.00	.00	.00	.00	.00
	STORM WATER TOTAL	15,000.00	.00	5,688.45	37.92	9,311.55
	PUBLIC WORKS TOTAL	90,368.00	1,764.11	40,707.81	45.05	49,660.19
	LIBRARY TOTAL	10,000.00	966.92	6,768.44	67.68	3,231.56
	PARKS TOTAL	51,118.00	530.61	21,085.53	41.25	30,032.47
	COMMUNITY CTR/ZOO/MARINA TOTA	40,000.00	400.00	2,627.06	6.57	37,372.94
	OTHER CULTURE/RECREATION TOTA	15,000.00	.00	4,259.13	28.39	10,740.87
	CULTURE & RECREATION TOTAL	116,118.00	1,897.53	34,740.16	29.92	81,377.84
	OTHER COMM & ECO DEV TOTAL	45,000.00	.00	.00	.00	45,000.00
	COMMUNITY & ECONOMIC DEV TOTA	45,000.00	.00	.00	.00	45,000.00
	MAYOR/COUNCIL/CITY MGR TOTAL	6,500.00	.00	2,610.53	40.16	3,889.47
	CLERK/TREASURER/ADM TOTAL	61,495.00	1,367.45	30,457.51	49.53	31,037.49
	ELECTIONS TOTAL	.00	.00	.00	.00	.00
	LEGAL SERVICES/ATTORNEY TOTAL	20,000.00	391.00	3,574.50	17.87	16,425.50
	CITY HALL/GENERAL BLDGS TOTAL	114,000.00	1,968.88	54,993.62	48.24	59,006.38
	OTHER GENERAL GOVERNMENT TOTA	15,000.00	.00	1,243.48	8.29	13,756.52
	GENERAL GOVERNMENT TOTAL	216,995.00	3,727.33	92,879.64	42.80	124,115.36
	DEBT SERVICES TOTAL	49,840.00	.00	17,963.00	36.04	31,877.00
	DEBT SERVICE TOTAL	49,840.00	.00	17,963.00	36.04	31,877.00
	WATER TOTAL	237,305.00	1,929.68	106,699.12	44.96	130,605.88
	SEWER/SEWAGE DISPOSAL TOTAL	3,070,600.00	15,334.84	72,922.36	2.37	2,997,677.64
	LANDFILL/GARBAGE TOTAL	30,855.00	1,344.82	20,825.69	67.50	10,029.31
	TRANSFERS IN/OUT TOTAL	49,840.00	.00	.00	.00	49,840.00

**BUDGET REPORT**  
**CALENDAR 1/2017, FISCAL 7/2017**

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	ENTERPRISE FUNDS TOTAL	3,388,600.00	18,609.34	200,447.17	5.92	3,188,152.83
	TRANSFERS IN/OUT TOTAL	60,000.00	.00	.00	.00	60,000.00
	TRANSFER OUT TOTAL	60,000.00	.00	.00	.00	60,000.00
	TOTAL EXPENSES	4,091,427.00	32,079.24	436,698.61	10.67	3,654,728.39

# 52-482

## CITY BUDGET AMENDMENT AND CERTIFICATION RESOLUTION - FY 2017 - AMENDMENT #1

To the Auditor of JOHNSON County, Iowa:

The City Council of HILLS in said County/Counties met on 1/9/2017 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. 2017-01

A RESOLUTION AMENDING THE CURRENT BUDGET FOR THE FISCAL YEAR ENDING JUNE 30 2017  
(AS AMENDED LAST ON N/A.)

Be it Resolved by the Council of the City of HILLS

Section 1. Following notice published 12/28/2016

and the public hearing held, 1/9/2017 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
<b>Revenues &amp; Other Financing Sources</b>				
Taxes Levied on Property	1	367,326	0	367,326
Less: Uncollected Property Taxes-Levy Year	2	0	0	0
Net Current Property Taxes	3	367,326	0	367,326
Delinquent Property Taxes	4	0	0	0
TIF Revenues	5	0	0	0
Other City Taxes	6	62,807	0	62,807
Licenses & Permits	7	10,525	0	10,525
Use of Money and Property	8	7,900	63,210	71,110
Intergovernmental	9	148,117	0	148,117
Charges for Services	10	569,579	0	569,579
Special Assessments	11	0	0	0
Miscellaneous	12	1,200	0	1,200
Other Financing Sources	13	3,000,000	0	3,000,000
Transfers In	14	109,840	0	109,840
Total Revenues and Other Sources	15	4,277,294	63,210	4,340,504
<b>Expenditures &amp; Other Financing Uses</b>				
Public Safety	16	124,506	0	124,506
Public Works	17	90,368	0	90,368
Health and Social Services	18	0	0	0
Culture and Recreation	19	116,118	0	116,118
Community and Economic Development	20	25,000	20,000	45,000
General Government	21	216,995	0	216,995
Debt Service	22	49,840	0	49,840
Capital Projects	23	0	0	0
Total Government Activities Expenditures	24	622,827	20,000	642,827
Business Type / Enterprises	25	3,338,760	0	3,338,760
Total Gov Activities & Business Expenditures	26	3,961,587	20,000	3,981,587
Transfers Out	27	109,840	0	109,840
Total Expenditures/Transfers Out	28	4,071,427	20,000	4,091,427
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out Fiscal Year	29	205,867	43,210	249,077
Beginning Fund Balance July 1	30	1,745,237	0	1,745,237
Ending Fund Balance June 30	31	1,951,104	43,210	1,994,314

Passed this 9th day of January/2017  
(Day) (Month/Year)

Signature  
City Clerk/Finance Officer

Signature  
Mayor

## RESOLUTION NO. 2017-02

### RESOLUTION NAMING CITY DEPOSITORIES FOR 2017

**WHEREAS**, Iowa Code 12C.2 requires that the approval of financial institutions as depositories shall be by written document which shall be entered of record in the minutes of the approving board, and which shall distinctly name each depository approved, and specify the maximum amount which may be kept on deposit in each depository; and

**WHEREAS**, the City's auditor recommends the naming of depositories be done annually.

**BE IT THEREFORE RESOLVED**, that the City Council of Hills in Johnson County, Iowa, approves the following list of financial institutions to be depositories of the City of Hills funds in conformance with all applicable provisions of Iowa Code Chapter 12. The City Administrator/Clerk is hereby authorized to deposit the City of Hills funds in amounts not to exceed the maximum approved for each respective financial institution as set out below.

DEPOSITORY NAME	LOCATION OF HOME OFFICE	MAXIMUM BALANCE	MAXIMUM BALANCE
		IN EFFECT UNDER PRIOR RESOLUTION	IN EFFECT UNDER THIS RESOLUTION
Hills Bank and Trust	Hills, IA	\$5,000,000.00	\$5,000,000.00

Motion made by \_\_\_\_\_ and seconded by \_\_\_\_\_ to approve Resolution 2017-02.

YES:

NO:

ABSTAIN:

ABSENT:

**RESOLUTION 2017-02 PASSED AND APPROVED** this 9th day of January, 2017.

\_\_\_\_\_  
Tim Kemp, Mayor

ATTEST:

\_\_\_\_\_  
Cathy Fitzmaurice-Hill, City Administrator

FIRE PROTECTION AND FIRST RESPONDER AID SERVICES AGREEMENT BETWEEN  
THE CITY OF HILLS, PLEASANT VALLEY TOWNSHIP, SHARON TOWNSHIP,  
LIBERTY TOWNSHIP, EAST LUCAS TOWNSHIP, AND WEST LUCAS TOWNSHIP

This Agreement is made pursuant to Sections 359.42 and 28E.32 of the Code of Iowa by and between the City of Hills (hereinafter referred to as "the City") and Liberty Township, East Lucas Township, West Lucas Township, Pleasant Valley Township, and Sharon Township (hereinafter referred to as "the Townships"), all located in Johnson County, Iowa.

1. Purpose. The purpose of this agreement is to provide fire protection and first responder aid services to the residents of certain areas of the Townships.
2. Areas Served. The City shall provide such services as are required by this agreement to the areas of the Townships denoted on Exhibits A-E.
3. Equipment. The City shall provide, maintain, house, and staff by volunteers the fire protection, first responder, and other emergency equipment to be used under this agreement. The Townships acknowledge that none of them shall have any ownership interest in any equipment or property used by the City's Fire Department.
4. Personnel. The City shall be solely responsible for training, providing equipment for, and insuring the City's fire personnel.
5. Control. The City shall retain control over all functions of its fire department. Whether and what fire or first responder personnel and apparatus shall be dispatched for any given event in any area covered by this agreement shall be solely determined by the City's Fire Chief or the officer in command for such event.
6. Administration. The City's City Administrator and Fire Chief shall be the administrators of this agreement and no separate entity or joint board shall be created for that purpose.
7. Duration. The term of this agreement shall be from July 1, 2017, through and including June 30, 2019.
8. Compensation. For each fiscal year covered by this agreement, the Townships shall each pay to the City the amounts set out in the table below:

	2017-2018	2018-2019
Liberty	\$12,500	\$13,000
East Lucas	\$7,600	\$7,800
West Lucas	\$18,700	\$20,400
Sharon	\$6,550	\$6,700
Pleasant Valley	\$11,250	\$11,700



Each of the Townships shall levy a tax as prescribed by the Code of Iowa to pay for its respective share of fire expenses as set out in this agreement.

9. City Support. The City shall be responsible for any budgeted amounts above and beyond those to be paid by the Townships as set out in this agreement, and may levy a tax pursuant to the Code of Iowa for that purpose.

10. Fire Department Budget. The City shall create a budget of expenditures for its fire department for each fiscal year and shall provide such budget to the Townships no later than January 1 prior to the time of tax asking by the City for the ensuing fiscal year. Such budget shall include the amount each Township shall be required to pay under this agreement for the upcoming fiscal year.

11. Township Payments. The Townships shall each promptly transmit, on or before both December 1 and June 1 of each year, one half of the amounts to be paid to the City for that fiscal year under this agreement. All payments shall be sent to the City Administrator/Clerk of the City of Hills.

12. Mutual Aid Agreements. The parties acknowledge that all equipment owned and used by the City's fire department may be used outside of the service area covered by this agreement pursuant to mutual aid agreements with other fire protection providers.

13. Insurance. The City shall maintain adequate insurance for bodily injury, property liability, workers' compensation, and errors and omissions, as required by Iowa law and as otherwise appropriate.

14. Liability. The parties shall indemnify, defend, and hold each other harmless against all claims and expenses, including legal expenses and reasonable attorney's fees, arising out of the death of or injury to any person or persons or out of damage to property, and against any other claim, proceeding, demand, expense and liability of any kind resulting from any action or inaction by any party that is not an action or inaction of another party. Each party reserves the right to retain counsel of its own to defend its respective interests.

15. Jurisdiction, Venue, and Attorney's Fees. If any dispute between the parties related to this agreement cannot be resolved without legal proceedings, the parties consent and agree that the District Court for Johnson County, Iowa, shall be the venue for such proceedings and that the proceedings shall be decided in accordance with the laws of the State of Iowa. The prevailing party in any proceeding shall be entitled to recover reasonable attorney fees from the non-prevailing parties to the dispute.

16. Withdrawal/Termination. In the event that any party to this Agreement wishes to withdraw from the Agreement, such party shall deliver a written notice to all other parties to the Agreement at least sixty (60) days prior to the effective date of such withdrawal or termination.

Upon majority vote of all parties, or upon the sole determination of the City, this Agreement may be dissolved at any time and such dissolution shall be effective no sooner than sixty (60) days after such vote is taken or determination is made. A termination of this Agreement will not bar any or all of the parties from entering into a separate agreement for the same services.

A withdrawing Township, or all Townships upon termination of this agreement, shall receive a refund of any funds paid in advance for services prorated through the effective date of the withdrawal or termination.

In the event that any party does not wish to enter into a new agreement following the natural expiration of this Agreement, said party shall provide all other parties written notice no less than 90 days prior to June 30, 2019.

17. Firefighter Liability. No provision of this agreement shall make any member of the City's fire department individually liable for any damage caused to any property or for any bodily injury suffered to any person related to the performance of his or her duties in fighting any fire, in failing to answer any call, in failing to respond as a first responder, or for any other cause whatsoever.

18. Amendment. This Agreement may be amended by subsequent written agreement executed by all parties.

19. Entire Agreement. This Agreement constitutes the entire agreement between the parties. Each party has had ample opportunity to seek independent advice with regard to the terms of this Agreement.

The officials signing below acknowledge that the foregoing Agreement has been reviewed and approved by the duly elected representatives of his or her respective Township or City.

CITY OF HILLS

\_\_\_\_\_  
Date

\_\_\_\_\_  
Tim Kemp, Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Cathy Fitzmaurice-Hill, City Administrator/Clerk

LIBERTY TOWNSHIP

\_\_\_\_\_  
Date

\_\_\_\_\_  
Trustee – Chairperson:

\_\_\_\_\_  
Date

\_\_\_\_\_  
Township Clerk:

EAST LUCAS TOWNSHIP

\_\_\_\_\_  
Date

\_\_\_\_\_  
Trustee – Chairperson:

\_\_\_\_\_  
Date

\_\_\_\_\_  
Township Clerk:

WEST LUCAS

\_\_\_\_\_  
Date

\_\_\_\_\_  
Trustee – Chairperson:

\_\_\_\_\_  
Date

\_\_\_\_\_  
Township Clerk:

PLEASANT VALLEY TOWNSHIP

\_\_\_\_\_  
Date

\_\_\_\_\_  
Trustee – Chairperson:

\_\_\_\_\_  
Date

\_\_\_\_\_  
Township Clerk:

SHARON TOWNSHIP

\_\_\_\_\_  
Date

\_\_\_\_\_  
Trustee – Chairperson:

\_\_\_\_\_  
Date

\_\_\_\_\_  
Township Clerk: