



## City Council Meeting Notice

**Governing Body:** City Council of Boone, Iowa

**Date of Meeting:** September 2, 2025

**Time of Meeting:** 6:00 P.M.

**Place of Meeting:** City Council Chambers  
(923 8th Street, Second Floor)

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The City will have this meeting available via Zoom. To join the meeting via internet and/or phone please use the link and/or phone number below. If your computer does not have a mic and you wish to speak, you will have to call in.

<https://us06web.zoom.us/j/84631433534?pwd=GaHyb8UKaiUCfOw1148bjhOTbmLkIC.1>

Meeting ID: 846 3143 3534

Passcode: 340518

Phone: 1-301-715-8592 or 1-253-215-8782

1. ROLL CALL
2. APPROVAL OF AGENDA
3. PRESENTATION OF PETITIONS AND OTHER COMMUNICATIONS
  - A. Public Hearing on a Proposed Amendment No. 11 to the Southeast Boone Urban Renewal Plan in the City of Boone, State of Iowa.
    1. 3418 – Resolution Determining an Area of the City to be an Economic Development and Blighted Area, and that the Rehabilitation, Conservation, Redevelopment, Development, or a Combination Thereof, of Such Area is Necessary in the Interest of the Public Health, Safety or Welfare of the Residents of the City; Designating Such Area as Appropriate for Urban Renewal Projects; and Adopting Amendment No. 11 to the Southeast Boone Urban Renewal Plan.
  - B. Public Hearing Concerning Granting of an Easement Across Real Estate Described as Follows: a Twenty (20) Foot Wide Tract of Land (Right-of-Way) Immediately South of 1811 12<sup>th</sup> Street, Boone, Iowa and Parcel No. 088426223182163 (Lots Thirteen (13) and Fourteen (14) in Block Twelve (12) in Fairview Addition, Boone, Iowa.
    1. 3419 – Resolution Authorizing the Granting of an Easement at 1811 12<sup>th</sup> Street, Boone, Iowa.
  - C. Public Hearing for the Consideration of Vacation of Certain Public Right-of-Way: A Portion of the Public Right-of-Way, North/South Alley Abutting 926 8<sup>th</sup> Street from the South Line of 8<sup>th</sup> Street to the South Line of Parcel 088426281282221; Boone, Iowa.
    1. 3420 – Resolution Authorizing an Alley Vacation in the 900 Block of 8<sup>th</sup>

Street, Beginning at the South Property Line of 8<sup>th</sup> Street to the South Line of Parcel 088426281282221.

- D.** Set a Public Hearing for September 15, 2025 at 6:00 P.M. for the Consideration of the Sale of Property as Described as: The West 20 Feet Abutting 926 8<sup>th</sup> Street from the South Line of 8<sup>th</sup> Street to the South Line of Parcel 088426281282221, Boone, Iowa.
  - E.** 3421 – Resolution Fixing a Date for a Meeting on the Authorization of a Loan Agreement and the Issuance of Not to Exceed \$1,500,000.00- General Obligation Capital Loan Notes of the City of Boone, State of Iowa, (For Essential Corporate Purposes), and Providing for Publication of Notice Thereof.
- 4. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA**
- 5. REPORTS OF STANDING COMMITTEES**
- A. POLICY, ADMINISTRATION & EMPLOYEE RELATIONS COMMITTEE**  
– Williamson, Chm.
    - 1.** Discuss Residency Requirement for Fire Fighters, Boone Ordinance 5.13.
  - B. PUBLIC SAFETY AND TRANSPORTATION COMMITTEE** – Hilsabeck, Chm.
  - C. UTILITY COMMITTEE** – Angstrom, Chm.
    - 1.** 3422 – Resolution Approving an Agreement between the City of Boone and City of Ogden for Temporary Acceptance of Digester Sludge and the Wastewater Treatment Plant.
  - D. ECONOMIC DEVELOPMENT COMMITTEE** – Moorman, Chm.
    - 1.** 3423 – Resolution Approving a Demolition Agreement between the City of Boone, Iowa and CRB Land, LLC for Property Located at 813 Keeler Street, Boone, Iowa.
    - 2.** Request to Place a Wayfinding Sign at the Community Greenspace.
    - 3.** Review Proposed Downtown Boone Design Standards.
- 6. DEPARTMENT REPORTS**
- A. BUILDING OFFICIAL** – Dave Ades
  - B. CITY ATTORNEY** – Raphael Montag
  - C. DIRECTOR OF PUBLIC WORKS** – Waylon Andrews
  - D. LIBRARY** – Jamie Williams
  - E. PARK DIRECTOR/SUPERINTENDENT** – Mike Cornelis
  - F. RECREATION DIRECTOR** – Nate Osmundson
  - G. ENGINEER** – Perry Gjersvik
  - H. PUBLIC SAFETY**

1. Chief Adams
  - a. Fireworks Permit for IMCA Super Nationals.
2. Chief Wiebold
  - a. Approve Certified Civil Service List for Police Officers.
- I. CITY ADMINISTRATOR – Ondrea Elmquist**
  1. Discuss Updating/Recodification of Boone Ordinances.
- 7. CONSENT AGENDA – All items listed under the Consent Agenda will be enacted by one motion. There will be no separate discussion of these items unless a request is made prior to the time Council votes on the motion.**
  - A. MINUTES of previous meeting(s)**
  - B. BILLS PAYABLE**
  - C. PERMITS**
    1. Alcohol Licenses
      - a. New License –
      - b. New 5-Day License –
      - c. Renewal – Bottled Bliss.
      - d. Transfer – none
    2. Cigarette/Tobacco/Device Permit –
  - D. RESOLUTIONS**
  - E. BOARD AND COMMISSION APPOINTMENTS**
  - F. OTHER**
- 8. ORDINANCES**
  - A. Waive Second Reading – Ordinance 2323 to Allow the City of Boone, Iowa to Change the Parking Regulations, Amend Section 69.09(2) to State “Tenth Street, on Both Sides from Marshall Street to Green Street; Except on the North Side Between the 700 and 800 Blocks of Tenth Street.”**
  - B. Third Reading – Ordinance 2323 to Allow the City of Boone, Iowa to Change the Parking Regulations, Amend Section 69.09(2) to State “Tenth Street, on Both Sides from Marshall Street to Green Street; Except on the North Side Between the 700 and 800 Blocks of Tenth Street.”**
- 9. MAYOR’S COMMENTS**
- 10. COUNCIL MEMBER’S COMMENTS**
- 11. MOTION TO ADJOURN**

## **STATEMENT OF CONSULTATION**

August 11, 2025

On August 5, 2025, letters were sent out to the Boone County Auditor and Boone Community Schools inviting them to a consultation meeting at 8:30 a.m. on Monday, August 11, 2025, in the Administration Conference room, Boone City Hall, in regards to the SE Urban Renewal Area Amendment No. 11.

In attendance was Ondrea Elmquist and Kim Majors. No other attendees were present, nor were any written comments submitted.

Meeting adjourned at 9:00 a.m.

**CITY COUNCIL  
CITY OF BOONE, IOWA**

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RESOLUTION NO. 3418

RESOLUTION DETERMINING AN AREA OF THE CITY TO BE AN ECONOMIC DEVELOPMENT AND BLIGHTED AREA, AND THAT THE REHABILITATION, CONSERVATION, REDEVELOPMENT, DEVELOPMENT, OR A COMBINATION THEREOF, OF SUCH AREA IS NECESSARY IN THE INTEREST OF THE PUBLIC HEALTH, SAFETY OR WELFARE OF THE RESIDENTS OF THE CITY; DESIGNATING SUCH AREA AS APPROPRIATE FOR URBAN RENEWAL PROJECTS; AND ADOPTING AMENDMENT NO. 11 TO THE SOUTHEAST BOONE URBAN RENEWAL PLAN

WHEREAS, by Resolution adopted July 5, 1989, this Council found and determined that certain areas located within the City are eligible and should be designated as an urban renewal area under Iowa law, and approved and adopted the Southeast Boone Urban Renewal Plan (the "Plan" or "Urban Renewal Plan") for the Southeast Boone Urban Renewal Area (the "Area" or "Urban Renewal Area") described therein, which Urban Renewal Plan has been subsequently amended ten times, most recently by Amendment No. 10 adopted in September 2024, and which Plan, as amended, is on file in the office of the Boone County Recorder; and

WHEREAS, this Urban Renewal Area currently includes and consists of:

ORIGINAL PROJECT AREA

Beginning at the intersection of Twelfth Street and Greene Street; thence East along Twelfth Street to Argo Street; thence South along Argo Street to the corporate limits at Eighth Street; thence Southerly and Southeasterly along the corporate limits line to the east corporate limits; thence Southerly along the Easterly corporate limits line to the south corporate limits; thence West along the South corporate limits line to the West corporate limits; thence northerly along the West corporate limits line to Park Avenue; thence East along Park Avenue to Story Street; thence South along Story Street to Hancock Drive; thence East along Hancock Drive to South Linn Street; thence North along an extension of South Linn Street for one quarter mile; thence East to South Delaware Street extended; thence North along South Delaware Street and South Delaware Street extended for one quarter mile; thence West to the east line of Karst Second Addition; thence North along the east line of Karst Second Addition to First Street; thence East along First Street to Brainard Street; thence North along Brainard Street to Mamie Eisenhower Avenue; thence West along Mamie Eisenhower Avenue to Greene Street; thence North along Greene Street' to the place of beginning.

The Urban Renewal Area includes the full right of way of all streets forming the boundary.

AMENDMENT NO. 1 AREA

Amendment No. 1 added no real property to the Area.

AMENDMENT NO. 2 AREA

THAT part of Section 22, 23, 26 and 27, Township 84 North, Range 26 West of the 5th P.M., Boone County, Iowa, more particularly described as follows: Beginning at a point which is 33 feet South of the Southwest corner of the Southeast quarter of the Southeast quarter of said Section 22; thence North along the West line of said Southeast quarter of the Southeast quarter 1,148.14 feet to the center line of the Chicago & Northwestern Transportation Co. right-of-way (formerly the Fort Dodge, Des Moines & Southern Railroad right-of-way); thence S89°44'E 1,317.02 feet to a point on the East line of said Southeast quarter of the Southeast quarter, which is 1,131.90 feet North of the Southeast corner of said Section 22; thence across part of the South half of the Southwest quarter of said Section 23, S89°44'E 2, 155.00 feet; thence S89°39'E 476.17 feet to a point on the East line of said Southwest quarter which is 1,130.10 feet North of the Southeast corner of said Southwest quarter; thence South 1,130.10 feet to the Southeast corner of said

Southwest quarter; thence South along the East line of the Northwest quarter of said Section 26 to a point which is 600.00 feet North of the center of said Section 26; thence West 40.00 feet; thence Northwesterly to a point on the West line of said Section 26 which is 1,515.00 feet South of the Northwest corner of said Section 26; thence Northwesterly to the East line of Delaware Street at the North line of Seventh Street; thence Northwesterly along the North line of Seventh Street to a point which is 7 1/3 rods East of the west line of the Northeast quarter of the Northwest quarter of said Section 27; thence North to a point which is 33.00 feet South of the North line of said Section 27; thence East to the point of beginning.

AMENDMENT NO. 3 AREA

Blocks 140 and 141 Original Boone; and Lots 40-53, Fairground's Addition.

AMENDMENT NO. 4 AREA

The Northeast Quarter (NE $\frac{1}{4}$ ) of the Southwest Quarter (SW $\frac{1}{4}$ ), except that part of Parcel "A", (as described in Plat of Survey filed in Book 16, Page 193, in the Boone County Recorders Office), described as Beginning at the Southwest Corner of said Parcel "A"; thence South 88°10'16" East 177.79 feet; thence North 73°59'19" East 135.35 feet; thence North 50°27'33" East 69.30 feet; thence South 89°26' West 362.35 feet; thence South 00°51'47" East 72.20 feet to the point of beginning, containing 0.52 acres, and East 8.77 acres of Lot Two (2) in Southeast Quarter (SE $\frac{1}{4}$ ) of Southwest Quarter (SW $\frac{1}{4}$ ), all in Section Three (3), Township Eighty-three (83) North, Range Twenty-six (26), West of the 5th P.M., Boone County, Iowa.

AND

That part of Parcel "A", (as described in Plat of Survey filed in Book 16, Page 193, in the Boone County Recorders Office), described as Beginning at the Southwest Corner of said Parcel "A"; thence South 88°10'16" East 177.79 feet; thence North 73°59'19" East 135.35 feet; thence North 50°27'33" East 69.30 feet; thence South 89°26' West 362.35 feet; thence South 00°51'47" East 72.20 feet to the point of beginning, containing 0.52 acres.

AMENDMENT NO. 5 AREA

THAT PART OF SECTIONS 22 AND 23, TOWNSHIP 84 NORTH, RANGE 26 WEST OF THE 5TH P.M., BOONE COUNTY, IOWA, MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT A POINT WHICH IS 33 FEET SOUTH OF THE SOUTHWEST CORNER OF THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SAID SECTION 22; THENCE NORTH ALONG THE WEST LINE OF SAID SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER 1,148.14 FEET TO THE CENTER LINE OF THE CHICAGO & NORTHWESTERN TRANSPORTATION CO. RIGHT-OF-WAY (FORMERLY THE FORT DODGE, DES MOINES & SOUTHERN RAILROAD RIGHT-OF-WAY); THENCE S89°44'E 1,317.02 FEET TO A POINT ON THE EAST LINE OF SAID SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER, WHICH IS 1,131.90 FEET NORTH OF THE SOUTHEAST CORNER OF SAID SECTION 22; THENCE ACROSS PART OF THE SOUTH HALF OF THE SOUTHWEST QUARTER OF SAID SECTION 23, S89°44'E 2,155.00 FEET; THENCE S89°39'E 476.17 FEET TO A POINT ON THE EAST LINE OF SAID SOUTHWEST QUARTER WHICH IS 1,130.10 FEET NORTH OF THE SOUTHEAST CORNER OF SAID SOUTHWEST QUARTER; THENCE NORTH ALONG THE EAST LINE OF THE SOUTHWEST QUARTER OF SAID SECTION 23 TO THE CENTER OF SAID SECTION 23; THENCE NORTH ALONG THE EAST LINE OF THE NORTHWEST QUARTER OF SAID SECTION 23 TO THE NORTHEAST CORNER OF THE NORTHWEST QUARTER OF SAID SECTION 23; THENCE WEST ALONG THE NORTH LINE OF THE NORTHWEST QUARTER OF SAID SECTION 23 TO THE NORTHWEST CORNER OF SAID SECTION 23, ALSO BEING THE

NORTHEAST CORNER OF SAID SECTION 22; THENCE SOUTH ALONG THE WEST LINE OF THE NORTHWEST QUARTER OF SAID SECTION 23 TO THE SOUTHWEST CORNER OF THE NORTHWEST QUARTER OF SAID SECTION 23; THENCE WEST ALONG THE SOUTH LINE OF THE NORTHEAST QUARTER OF SAID SECTION 22 TO THE SOUTHWEST CORNER OF THE NORTHEAST QUARTER OF SAID SECTION 22; THENCE SOUTH ALONG THE WEST LINE OF THE SOUTHEAST QUARTER OF SAID SECTION 22 TO FOURTEENTH STREET; THENCE WEST ALONG FOURTEENTH STREET TO ARGO STREET; THENCE SOUTH ALONG ARGO STREET TO A POINT WHICH IS 33.0 FEET SOUTH OF THE SOUTH LINE OF SAID SECTION 22; THENCE EAST TO THE POINT OF BEGINNING.

AMENDMENT NO. 6 AREA

From the point of beginning, defined as the intersection of the centerline of W. 5<sup>th</sup> Street and the centerline of Marion Street in Boone, Iowa, proceed easterly on W. 5<sup>th</sup> Street to the centerline of Division Street; thence northerly on Division Street to the Centerline of 6<sup>th</sup> Street; thence easterly on 6<sup>th</sup> Street to the centerline of Greene Street; thence northerly on Greene Street to the centerline of 12<sup>th</sup> Street; thence easterly on 12<sup>th</sup> Street to the centerline of Argo Street; thence northerly on Argo Street to the centerline of 14<sup>th</sup> Street; thence westerly on 14<sup>th</sup> Street to the centerline of Linn Street; thence northerly on Linn Street to the centerline of 22<sup>nd</sup> Street; thence westerly on 22<sup>nd</sup> Street to the centerline of Crawford Street; thence southerly on Crawford Street to the centerline of 18<sup>th</sup> Street; thence westerly on 18<sup>th</sup> Street to Division Street; thence southerly on Division Street to the Centerline of W. 10<sup>th</sup> Street; thence westerly on W. 10<sup>th</sup> Street to the centerline of Marion Street; thence southerly on Marion Street to the point of beginning.

AND

The full right-of-way of all roads adjacent to the Amendment #6 Area and the Urban Renewal Area as a whole.

AMENDMENT NO. 7

Amendment No. 7 added no real property to the Area.

AMENDMENT NO. 8 AREA

Deletes the following:

Outlot P of Golf Estates Subdivision, City of Boone, Boone County, Iowa (Parcel #088426342382005) and the east 1,622 feet of Outlot K of Golf Estates Subdivision, City of Boone, Boone County, Iowa (Portion of Parcel #088426342382006)

AMENDMENT NO. 9

Amendment No. 9 added no real property to the Area.

AMENDMENT NO. 10 AREA

Deletes the following:

Southeast quarter (¼) of Northeast quarter (¼) of Section thirty-three (33), Township eighty-four (84) North, Range twenty-six (26), West of the 5th P .M., in the City of Boone, Boone County, Iowa, except East three (3) rods; also except Herrald's First addition to Boone, Iowa; also except Parcel A of Southeast quarter (¼) of Northeast quarter (¼) of said Section thirty-three (33), as shown on Plat of Survey recorded in Plat Book 17, Page 302, in the office of the Recorder of Boone County, Iowa.

WHEREAS, a proposed Amendment No. 11 to the Plan ("Amendment No. 11" or "Amendment") for the Urban Renewal Area described above has been prepared, which proposed Amendment has been on file in the office of the City Clerk and which is incorporated herein by reference, the purpose of which is to add to the list of proposed urban renewal projects to be undertaken within the Urban Renewal Area; and

WHEREAS, it is desirable that the area be redeveloped as part of the overall redevelopment covered by the Plan, as amended; and

WHEREAS, this proposed Amendment No. 11 adds no new land to the Urban Renewal Area; and

WHEREAS, by resolution adopted on August 4, 2025, this Council directed that a consultation be held with the designated representatives of all affected taxing entities to discuss the proposed Amendment No. 11 and the division of revenue described therein, and that notice of the consultation and a copy of the proposed Amendment No. 11 be sent to all affected taxing entities; and

WHEREAS, pursuant to such notice, the consultation was duly held as ordered by the City Council and all required responses to the recommendations made by the affected taxing entities, if any, have been timely made as set forth in the report of the City Administrator, or her delegate, filed herewith and incorporated herein by this reference, which report is in all respects approved; and

WHEREAS, by resolution this Council also set a public hearing on the adoption of the proposed Amendment No. 11 for this meeting of the Council, and due and proper notice of the public hearing was given, as provided by law, by timely publication in the Boone News Republican, which notice set forth the time and place for this hearing and the nature and purpose thereof; and

WHEREAS, in accordance with the notice, all persons or organizations desiring to be heard on the proposed Amendment No. 11, both for and against, have been given an opportunity to be heard with respect thereto and due consideration has been given to all comments and views expressed to this Council in connection therewith and the public hearing has been closed.

NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF BOONE, STATE OF IOWA:

That the findings and conclusions set forth or contained in Amendment No. 11 concerning the area of the City of Boone, State of Iowa, described in the preamble hereof, be and the same are hereby ratified and confirmed in all respects as the findings of this Council for this area.

This Council further finds:

Although relocation is not expected, a feasible method exists for the relocation of any families who will be displaced from the Urban Renewal Area into decent, safe and sanitary dwelling accommodations within their means and without undue hardship to such families;

The Plan, as amended, and Amendment No. 11 conform to the general plan for the development of the City as a whole; and

Acquisition by the City is not immediately expected, however, as to any areas of open land to be acquired by the City included within the Urban Renewal Area:

Residential use is expected and with reference to those portions thereof which are to be developed for residential uses, this City Council hereby determines that a shortage of housing of sound standards and design with decency, safety and sanitation exists within the City; that the acquisition of the area for residential uses is an integral part of and essential to the program of the municipality; and that one or more of the following conditions exist:

*That the need for housing accommodations has been or will be increased as a result of the clearance of slums in other areas, including other portions of the urban renewal area.*

*That conditions of blight in the municipality and the shortage of decent, safe and sanitary housing cause or contribute to an increase in and spread of disease and crime, so as to constitute a menace to the public health, safety, morals, or welfare.*

*That the provision of public improvements related to housing and residential development will encourage housing and residential development which is necessary to encourage the retention or relocation of industrial and commercial enterprises in this state and its municipalities.*

*The acquisition of the area is necessary to provide for the construction of housing for low and moderate income families.*

Non-residential use is expected and with reference to those portions thereof which are to be developed for non-residential uses, such non-residential uses are necessary and appropriate to facilitate the proper growth and development of the City in accordance with sound planning standards and local community objectives.

That the Urban Renewal Area, as amended, continues to be an economic development and blighted area within the meaning of Chapter 403, Code of Iowa; that such area is eligible for designation as an urban renewal area and otherwise meets all requisites under the provisions of Chapter 403, Code of Iowa; and that the rehabilitation, conservation, redevelopment, development, or a combination thereof, of such area is necessary in the interest of the public health, safety or welfare of the residents of this City.

That Amendment No. 11 to the Southeast Boone Urban Renewal Plan of the City of Boone, State of Iowa, attached hereto as Exhibit 1 and incorporated herein by reference, be and the same is hereby approved and adopted as "Amendment No. 11 to the Southeast Boone Urban Renewal Plan for the City of Boone, State of Iowa"; Amendment No. 11, including all of the exhibits attached thereto, is hereby in all respects approved; and the City Clerk is hereby directed to file a certified copy of Amendment No. 11 with the proceedings of this meeting.

That, notwithstanding any resolution, ordinance, plan, amendment or any other document, Amendment No. 11 shall be in full force and effect from the date of this Resolution until the Council amends or repeals the Plan. The proposed Amendment No. 11 shall be forthwith certified by the City Clerk, along with a copy of this Resolution, to the Recorder for Boone County, Iowa, to be filed and recorded in the manner provided by law.

That all other provisions of the Plan not affected or otherwise revised by the terms of Amendment No. 11, as well as all resolutions previously adopted by this City Council related to the Plan be and the same are hereby ratified, confirmed and approved in all respects.

PASSED AND APPROVED this 2<sup>nd</sup> day of September, 2025.

**David Byrd**   
**Cory Henson**   
**Lisa Kahookele**

**Terry Moorman**   
**Kole Hilsabeck**

**Linda Williamson**   
**Kyle Angstrom**

\_\_\_\_\_  
Mayor  
City of Boone

\_\_\_\_\_  
Clerk  
City of Boone

Veto  \_\_\_\_\_  
Mayor - City of Boone

Date: \_\_\_\_\_

**SOUTHEAST BOONE  
URBAN RENEWAL PLAN**

**AMENDMENT #11**

**CITY OF BOONE, IOWA**

**Original Area Adopted – July, 1989**

**Amendment #1 – October, 1990**

**Amendment #2 – May, 1993**

**Amendment #3 – December, 1993**

**Amendment #4 – August, 1998**

**Amendment #5 – March, 2006**

**Amendment #6 – April, 2011**

**Amendment #7 – March, 2013**

**Amendment #8 – June, 2013**

**Amendment #9 – June, 2017**

**Amendment #10 – September, 2024**

**Amendment #11 – September, 2025**

**AMENDMENT #11**  
**to**  
**SOUTHEAST BOONE**  
**URBAN RENEWAL PLAN**  
**CITY OF BOONE, IOWA**

The Southeast Boone Urban Renewal Plan ("Plan" or "Urban Renewal Plan") for the Southeast Boone Urban Renewal Area ("Area" or "Urban Renewal Area"), adopted in 1989, and amended in 1990, 1993 (twice), 1998, 2006, 2011, 2013 (twice), 2017, and 2024, is being further amended by this Amendment #11 to the Plan ("Amendment #11" or "Amendment") to add to the list of proposed urban renewal projects to be undertaken within the Urban Renewal Area and update the objectives of the Plan.

No land is being added to or removed from the Urban Renewal Area by this Amendment. Accordingly, the previously established "base values" or "base valuations" of the original Urban Renewal Area and any subareas added by prior amendments to the Plan will remain unchanged by this Amendment.

Except as modified by this Amendment #11, the provisions of the Plan, as previously amended, are hereby ratified, confirmed, and approved and shall remain in full force and effect as provided herein. In case of any conflict or uncertainty, the terms of this Amendment #11 shall control. Any subsections not mentioned in this Amendment #11 shall continue to apply to the Plan, as previously amended.

**AREA DESIGNATION**

The Area, as amended, continues to be both an economic development area that is appropriate for the promotion of new commercial and low and moderate income residential development, and an area in which blighted conditions exist. Through this Amendment, the City also finds and acknowledges that portions of the Area are appropriate for the promotion of industrial development.

**DEVELOPMENT PLAN**

The City has a general plan for the physical development of the City as a whole outlined in the City of Boone's Comprehensive Plan dated January 15, 2007. The goals and objectives of this Urban Renewal Plan, including the urban renewal projects, are in conformity with the City's Comprehensive Plan.

This Amendment does not in any way replace or modify the City's current land use planning or zoning regulation process.

The need for improved traffic, public transportation, public utilities, recreational and community facilities, or other public improvements within the Urban Renewal Area is set forth in this Plan, as amended.

## **PROJECT OBJECTIVES**

In addition to the Project Objectives listed in the Plan, as previously amended, the following are added by this Amendment:

1. To plan for and provide sufficient land for commercial, residential and industrial development in a manner that is efficient from the standpoint of providing municipal services.
2. To provide for the installation of public works and facilities including, but not limited to, streets, water, sanitary sewer and other public improvements, which contribute to the development of the Area and to the sound development of the entire City.
3. To encourage commercial and industrial growth and expansion through governmental policies which make it economically feasible to do business.
4. To stimulate, through public action and commitment, private investment in new and existing commercial and/or industrial development.

## **TYPES OF RENEWAL ACTIVITIES**

No changes are made by this Amendment.

## **PREVIOUSLY APPROVED URBAN RENEWAL PROJECTS**

Numerous urban renewal projects were authorized prior to the date of this Amendment and are continuing. Such projects are not listed in this Amendment but consist of a variety of urban renewal projects that were identified in prior amendments and are not being amended by this Amendment.

## **ELIGIBLE URBAN RENEWAL PROJECTS (Amendment #11)**

Although certain project activities may occur over a period of years, in addition to projects previously authorized in the Plan, as previously amended, the eligible urban renewal projects under this Amendment include:

**1. Public Improvements:**

<b>Project</b>	<b>Estimated Project Date</b>	<b>Estimated Cost to be Reimbursed with Tax Increment</b>	<b>Rationale</b>
Utilities (including water, sewer, and storm water) and street installation along Hancock Drive—including ROW acquisition and traffic control devices.	2025-2027	The total cost for the project is expected to exceed \$3,000,000 but the cost to be paid by the City and reimbursed with tax increment is not expected to exceed \$1,600,000	Road & Utility improvements to promote industrial development.
<b>TOTAL</b>		<b>\$1,600,000</b>	

**2. Boone Downtown Incentive Fund Grant Program:**

The City expects to continue to provide incentives under the Program to commercial property owners in the downtown portion of the Area to repair their facades, windows, signage, and awnings. The Program furthers the objectives of this Plan by facilitating the improvement of slum and blight properties in the Downtown District. The Program is expected to continue through 2031, with the aggregate incentives expected not to exceed \$400,000.

**3. Development Agreements:**

The City expects to consider requests for development agreements for projects that are consistent with this Plan, as amended, in the City’s sole discretion. Such agreements are unknown at this time, but based on past history, and dependent on development opportunities and climate, the City expects to consider a broad range of incentives as authorized by this Plan, as amended, including but not limited to land, loans, grants, tax rebates, infrastructure assistance and other incentives. The costs of such development agreements will not exceed \$2,000,000.

**4. Planning, engineering fees, attorney fees, other related costs to support urban renewal projects and planning:**

<b>Project</b>	<b>Date</b>	<b>Estimated Cost</b>
Fees and costs	Undetermined	Not to exceed \$20,000

**FINANCIAL INFORMATION**

1.	Current constitutional debt limit:	\$53,734,569
2.	Current outstanding general obligation debt:	\$1,555,000
3.	Proposed amount of indebtedness to be incurred: A specific amount of debt to be incurred for the Eligible Urban Renewal Projects (Amendment #11) has not yet	\$4,020,000 This total does not

	<p>been determined. The estimated project costs in this Amendment are estimates only and will be incurred and spent over a number of years. In no event will the City's constitutional debt limit be exceeded. The City Council will consider each project proposal on a case-by-case basis to determine if it is in the City's best interest to participate before approving an urban renewal project or expense. It is further expected that such indebtedness, including interest on the same, may be financed in whole or in part with tax increment revenues from the Urban Renewal Area. Subject to the foregoing, it is estimated that the cost of the Eligible Urban Renewal Projects (Amendment #11) to be reimbursed with tax increment revenues as described above will be approximately as follows:</p>	<p>include financing costs related to debt issuance, which will be incurred over the life of the Area.</p>
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**URBAN RENEWAL FINANCING**

The City intends to utilize various financing tools such as those described below to successfully undertake the proposed urban renewal actions. The City has the statutory authority to use a variety of tools to finance physical improvements within the Area. These include:

A. Tax Increment Financing

Under Section 403.19 of the Iowa Code, urban renewal areas may utilize the tax increment financing mechanism to finance urban renewal projects, including reimbursing the costs of public improvements. Upon creation of a tax increment district within the Area, by ordinance, the assessment base is frozen and the amount of tax revenue available from taxes paid on the difference between the frozen base and the increased value, if any, is segregated into a separate fund for the use by the City to pay costs of the eligible urban renewal projects. The increased taxes generated by any new development, above the base value, are distributed to the taxing entities, if not requested by the City.

B. General Obligation Bonds

Under Division III of Chapter 384 and Chapter 403 of the Iowa Code, the City has the authority to issue and sell general obligation bonds for specified essential and general corporate purposes, including the acquisition and construction of certain public improvements within the Area and other eligible urban renewal projects. Such bonds are payable from the levy of unlimited ad valorem taxes on all the taxable property within the City. It may be the City will elect to abate some or all of the debt service on these bonds with incremental taxes from this Area.

The City may also determine to use tax increment financing to provide incentives such as cash grants, loans, tax rebates or other incentives to developers in connection with residential, commercial, and industrial development. Alternatively, the City may determine to use available

funds for making such loans or grants. In addition, the City may determine to issue general obligation bonds, tax increment revenue bonds or such other obligations, or loan agreements for the purpose of constructing public infrastructure or completing other eligible urban renewal projects. In any event, the City may determine to use tax increment financing to reimburse the City for any obligations or advances.

Nothing herein shall be construed as a limitation on the power of the City to exercise any lawful power granted to the City under Chapter 15, Chapter 15A, Chapter 403, Chapter 427B, or any other provision of the Code of Iowa in furtherance of the objectives of this Urban Renewal Plan.

### **EFFECTIVE PERIOD**

This Amendment #11 to the Urban Renewal Plan will become effective upon its adoption by the City Council. Notwithstanding anything to the contrary in the Urban Renewal Plan, any prior amendment, resolution, or document, the Urban Renewal Plan, as amended, shall remain in effect until terminated by the City Council.

The use of incremental property tax revenues, or the “division of revenue,” as those words are used in Chapter 403 of the *Code of Iowa*, will be consistent with Chapter 403 of the Iowa Code. Since the adoption of Amendment No. 6 on April 4, 2011, the Urban Renewal Area has been designated a mixed area containing both property designated as blighted and property designated as appropriate for economic development (commercial/LMI residential). Because Iowa Code section 403.17(10) provides that the 20-year limitation on the division of revenue applies only to economic development areas with no part containing slum or blighted conditions, and because the Southeast Boone Urban Renewal Area contains parts that are blighted, the Area is not subject to the 20-year limitation on the division of revenue set forth in section 403.17(10). To the extent any prior amendment, resolution or document purported to establish a voluntary expiration date on the City’s ability to collect and use incremental property taxes from the Area, said document has been superseded, said expiration date rescinded, and the division of revenue throughout the Area shall continue indefinitely or for the maximum period allowed by law.

### **REPEALER AND SEVERABILITY CLAUSE**

Any parts of the previous Plan, as previously amended, in conflict with this Amendment are hereby repealed.

If any part of this Amendment or the Plan, as previously amended, is determined to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the validity of the Amendment or the Plan as a whole, or any part of the Amendment or the Plan not determined to be invalid or unconstitutional.

4925-8263-3303-1\10236-155

Prepared by and return to: Jim P. Robbins, City Attorney, 1001 W. Mamie Eisenhower, Boone, IA 50036  
Bill: City of Boone, 923 8th Street, Boone, IA 50036

**CITY COUNCIL**  
**CITY OF BOONE, IOWA**

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RESOLUTION NO. 3419  
RESOLUTION AUTHORIZING THE GRANTING OF AN EASEMENT AT 1811 12TH  
STREET, BOONE, IOWA

**WHEREAS**, Michael Spencer Johnston is the owner of the following described real estate, located at 1811 12<sup>th</sup> Street, Boone, IA 50036, to-wit:

**Lots eleven (11) and twelve (12) in Block twelve (12) in Fairview Addition to Boone, Iowa.**

Whereas, the City of Boone is the owner of the real estate adjacent to the above described property, and described as follows:

**A tract of land (right of way) immediately south of the above property and Parcel No. 088426223182163 (Lots thirteen (13) and fourteen (14) in Block twelve (12) in Fairview Addition to Boone, Iowa.**

**WHEREAS**, the parties hereto desire to create for the Michael Spencer Johnston, his heirs, successors and assigns, a written access easement across the property owned by the City of Boone on the north twenty (20) feet of the parcel of land, right of way; and

**WHEREAS**, the City of Boone has published Notice pursuant to the attached Proof of Publication and a public hearing held on September 2, 2025; and

**WHEREAS**, pursuant to the Offer to Buy Real Estate and Acceptance, the Buyer will construct a residence on the property and obtain a Certificate of Occupancy by December 31, 2025 and other good and valuable consideration.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BOONE, IOWA:**

**Section 1:** In consideration of the mutual promises, obligations and rights herein created, the City of Boone does hereby give, grant and convey unto said Michael Spencer Johnston and unto his heirs, successors and assigns, a right of way or easement from the public right of way, intersection of Champa Street and 12<sup>th</sup> Street, over the north twenty (20) feet of the above property so as to allow access to **Lots eleven (11) and twelve (12) in Block twelve (12) in Fairview Addition to Boone, Iowa.**

**Section 2:** The City of Boone and Michael Spencer Johnston have entered into an Easement Agreement and the terms set forth therein are incorporated in this approval by the Boone City Council. The Easement Agreement shall be recorded with this Resolution.

**Section 3:** That Easement Agreement shall be deemed to be a covenant running with the title to the land and shall be binding upon the parties hereto, and upon their heirs, successors and assigns, however, this access may be released at any time by appropriate agreement for that purpose entered into between the owners of said property, duly executed and acknowledged and filed for record in the office of the Recorder of Boone County, Iowa or shall automatically

terminate on July 1, 2026 if the owner of the parcel at 1811 12<sup>th</sup> Street shall not have obtained a Certificate of Occupancy for a residential building located on the adjacent property or shall terminate if the City of Boone decides, in their sole discretion, to extend 12<sup>th</sup> Street to the east.

**Section 4:** The Mayor and City Administrator are hereby authorized to sign the Easement Agreement on behalf of the City of Boone and take any other actions necessary to accomplish the above.

PASSED THIS 2<sup>nd</sup> day of September, 2025.

AYES (A), NAYES (N), ABSENT (X), ABSTAIN (/):

**Cory Henson**   
**Kyle Angstrom**   
**Terry Moorman**

**David Byrd**   
**Linda Williamson**

**Lisa Kahookele**   
**Kole Hilsabeck**

---

Mayor Elijah Stines  
City of Boone

---

City Clerk Kim Majors  
City of Boone

Veto  \_\_\_\_\_  
Mayor - City of Boone

Date: \_\_\_\_\_

Prepared by and Return to: Jim P. Robbins, 1001 West Mamie E., Boone, IA 50036 5154327114  
Tax Statement- City of Boone, 923 8<sup>th</sup> Street, Boone, IA 50036

### **ACCESS AGREEMENT**

THIS AGREEMENT made this 2nd day of September, 2025, by and between Michael Spencer Johnston, party of the first part, and City of Boone, Iowa, party of the second part;

Whereas, the above named first party is the owner of the following described real estate, located at 1811 12<sup>th</sup> Street, Boone, IA 50036, to-wit:

**Lots eleven (11) and twelve (12) in Block twelve (12) in Fairview Addition to Boone, Iowa.**

Whereas, the above named second party is the owner of the real estate adjacent to the above described property, and described as follows:

**A tract of land (right of way) immediately south of the above property and Parcel No. 088426223182163 (Lots thirteen (13) and fourteen (14) in Block twelve (12) in Fairview Addition to Boone, Iowa.**

Whereas, the parties hereto desire to create for the first party, their heirs, successors and assigns, a written access easement across the property owned by the second party on the north twenty (20) feet of the parcel of land, right of way.

Now, therefore, in consideration of the mutual promises, obligations and rights herein created, said second party does hereby give, grant and convey unto said first party and unto their heirs, successors and assigns, a right of way or easement from the public right of way, intersection of Champa Street and 12<sup>th</sup> Street, over the north twenty (20) feet of said property so as to allow

access to **Lots eleven (11) and twelve (12) in Block twelve (12) in Fairview Addition to Boone, Iowa.**

It is understood that this easement shall be along the north side of the City property and shall be for the use of the parties hereto and for their heirs, successors and assigns, for access purposes, particularly ingress & egress and the location of said easement shall not be changed without the written consent of the then current owners of each parcel. Neither party hereto, their heirs, successors or assigns, shall so use or leave any vehicle, or anything else on said access so as to prevent the free and uninterrupted use of said access by the other party for the purpose for which this access easement was created.

The party of the second part shall immediately gravel the 20 foot easement and the party of the first part, their heirs, successors or assigns, shall bear the cost of maintaining said access in a reasonably good condition, and such costs of maintenance shall include reconstruction when reasonable necessary. Notwithstanding the above provisions, either party causing damage to said access through negligence on the part of the party themselves or others for them or on their behalf shall be wholly responsible for any such damage resulting from any such negligence.

This agreement shall be deemed to be a covenant running with the title to the land and shall be binding upon the parties hereto, and upon their heirs, successors and assigns, however, this access may be released at any time by appropriate agreement for that purpose entered into between the owners of said property, duly executed and acknowledged and filed for record in the office of the Recorder of Boone County, Iowa **or shall automatically terminate on January 1, 2027 if the party of the first part shall not have obtained a Certificate of Occupancy for a residential building located on the adjacent property or shall terminate if the City of Boone decides, in their sole discretion, to extend 12<sup>th</sup> Street to the east.**

In witness thereof, the parties herein have set their hands this \_\_\_\_ day of September, 2025.

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Michael Spencer Johnston

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Elijah Stines,  
Mayor of City of Boone, Iowa

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Ondrea Elmquist,  
Administrator of City of Boone, Iowa

STATE OF IOWA, COUNTY OF BOONE

This instrument was acknowledged before me on this \_\_\_\_ day of September, 2025 by Elijah Stines, as Mayor, of City of Boone, Iowa and Ondrea Elmquist, as Administrator of City of Boone, Iowa.

\_\_\_\_\_  
Notary Public

STATE OF IOWA, COUNTY OF BOONE

This instrument was acknowledged before me on this \_\_\_\_ day of September, 2025 by Michael Spencer Johnston.

\_\_\_\_\_

**CITY COUNCIL  
CITY OF BOONE, IOWA**

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RESOLUTION NO. 3420

RESOLUTION AUTHORIZING ALLEY VACATION IN 900 BLOCK OF 8<sup>TH</sup> STREET, BEGINNING AT THE SOUTH PROPERTY LINE OF 8<sup>TH</sup> STREET TO THE SOUTH LINE OF PARCEL 088426281282221

**WHEREAS**, a request has been made for the vacation and conveyance of a portion of public right-of-way within the City of Boone, Iowa legally described below; and

**WHEREAS**, the City Council has published notice of hearing on these proposed vacations as per §364.7, Code of Iowa, at least 4 and not more than 20 days prior to the date set for consideration of the resolution vacating said public right-of-way; and

**WHEREAS**, the City Council has determined that the vacations and conveyances of the vacated public rights-of-way will not affect access to any adjoining property; and

**WHEREAS**, the building official has determined that all public Utility Easements of record shall be reserved; and

**WHEREAS**, said vacated public right-of-way can be conveyed by resolution to Sheffer Enterprises, LLC as stated herein without the necessity of a deed pursuant to §354.23, Code of Iowa.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF  
BOONE, IOWA:**

1. Said described property shall and is hereby transferred and deeded to the following adjoining property owners, subject to the reservation of all public Utility easements of record, according to the description contained herein and all future tax statements shall be sent to them:  
**N/S alley abutting 926 8<sup>th</sup> Steet from the South line of 8<sup>th</sup> Street to the South line of Parcel 088426281282221, Boone, IA, to Sheffer Enterprises, LLC, located at 926 8<sup>th</sup> Street, Boone, Iowa, who is the owner of property legal described as:  
North Fifteen (15) feet of East Thirty-nine (39) feet of Lot Twenty-one (21), and East Thirty-nine (39) feet of Lots Twenty-two (22), Twenty-three (23), and Twenty-four (24) in Block Seventy-three (73) in Boone, Iowa**
2. That pursuant to §354.23, Code of Iowa, this resolution, once recorded, shall be equivalent to a deed of conveyance and the instrument shall be filed and indexed as a conveyance by the recorder and auditor for Boone County, Iowa.

PASSED THIS 2nd day of September, 2025.

AYES (A), NAYES (N), ABSENT (X), ABSTAIN (/):

**Cory Henson**  
**Kyle Angstrom**  
**Terry Moorman**

**David Byrd**  
**Linda Williamson**

**Lisa Kahookele**  
**Kole Hilsabeck**

---

Mayor Elijah Stines  
City of Boone

---

Kim Majors, City Clerk  
City of Boone

Veto

\_\_\_\_\_  
Mayor - City of Boone

Date: \_\_\_\_\_

**CITY COUNCIL  
CITY OF BOONE, IOWA**

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RESOLUTION NO. 3421

RESOLUTION FIXING DATE FOR A MEETING ON THE AUTHORIZATION OF A LOAN AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$1,500,000 GENERAL OBLIGATION CAPITAL LOAN NOTES OF THE CITY OF BOONE, STATE OF IOWA (FOR ESSENTIAL CORPORATE PURPOSES), AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF

WHEREAS, it is deemed necessary and advisable that the City of Boone, State of Iowa, should provide for the authorization of a Loan Agreement and issuance of General Obligation Capital Loan Notes, to the amount of not to exceed \$1,500,000, as authorized by Sections 384.24A and 384.25, of the Code of Iowa, for the purpose of providing funds to pay costs of carrying out essential corporate purpose project(s) as hereinafter described; and

WHEREAS, the Loan Agreement and Notes shall be payable from the Debt Service Fund; and

WHEREAS, before a Loan Agreement may be authorized and General Obligation Capital Loan Notes, issued to evidence the obligation of the City thereunder, it is necessary to comply with the provisions of the Code of Iowa, as amended, and to publish a notice of the proposal and of the time and place of the meeting at which the Council proposes to take action for the authorization of the Loan Agreement and Notes and to receive oral and/or written objections from any resident or property owner of the City to such action.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CITY OF BOONE,  
STATE OF IOWA:

That this Council meet in the Council Chambers, City Hall, 923 8<sup>th</sup> Street, Boone, Iowa 50036, at 6:00 P.M., on the 6<sup>th</sup> day of October, 2025, for the purpose of taking action on the matter of the authorization of a Loan Agreement and issuance of not to exceed \$1,500,000 General Obligation Capital Loan Notes, for essential corporate purposes, the proceeds of which notes will be used to provide funds to pay the costs of opening, widening, extending, grading, and draining of the right-of-way of streets, highways, avenues, alleys and public grounds, and market places, and the removal and replacement of dead or diseased trees thereon; the construction, reconstruction, and repairing of any street improvements, bridges, grade crossing separations and approaches; the acquisition, installation, and repair of sidewalks, culverts, retaining walls, storm sewers, sanitary sewers, water service lines, street lighting, and traffic control devices, including the Hancock Drive Extension R.I.S.E. Project; and the acquisition of any real estate needed for any of the foregoing purposes;.

To the extent any of the projects or activities described in this resolution may be reasonably construed to be included in more than one classification under Subchapter III of Chapter 384 of the Code of Iowa, the Council hereby elects the "essential corporate purpose" classification and procedure with respect to each such project or activity, pursuant to Section 384.28 of the Code of Iowa.

The Clerk is authorized and directed to proceed on behalf of the City with the negotiation of terms of a Loan Agreement and the issuance of General Obligation Capital Loan Notes, evidencing the City's obligations to a principal amount of not to exceed \$1,500,000, to select a date for the final approval thereof, to cause to be prepared such notice and sale information as may appear appropriate, to publish and distribute the same on behalf of the City and this Council and otherwise to take all action necessary to permit the completion of a loan on a basis favorable to the City and acceptable to the Council.

That the Clerk is hereby directed to cause at least one publication to be made of a notice of the meeting, in a legal newspaper, printed wholly in the English language, published at least once weekly, and having general circulation in the City. The publication to be not less than four clear days nor more than twenty days before the date of the public meeting on the issuance of the Notes.

The notice of the proposed action to issue notes shall be in substantially the following form:

(To be published between: September 16, 2025 and October 2, 2025)  
 NOTICE OF MEETING OF THE CITY COUNCIL OF THE CITY OF  
 BOONE, STATE OF IOWA, ON THE MATTER OF THE PROPOSED  
 AUTHORIZATION OF A LOAN AGREEMENT AND THE  
 ISSUANCE OF NOT TO EXCEED \$1,500,000 GENERAL  
 OBLIGATION CAPITAL LOAN NOTES OF THE CITY (FOR  
 ESSENTIAL CORPORATE PURPOSES), AND THE HEARING ON  
 THE ISSUANCE THEREOF

PUBLIC NOTICE is hereby given that the City Council of the City of Boone, State of Iowa, will hold a public hearing on the 6<sup>th</sup> day of October, 2025, at 6:00 P.M., in the Council Chambers, City Hall, 923 8<sup>th</sup> Street, Boone, Iowa 50036, at which meeting the Council proposes to take additional action for the authorization of a Loan Agreement and the issuance of not to exceed \$1,500,000 General Obligation Capital Loan Notes, for essential corporate purposes, to provide funds to pay the costs of opening, widening, extending, grading, and draining of the right-of-way of streets, highways, avenues, alleys and public grounds, and market places, and the removal and replacement of dead or diseased trees thereon; the construction, reconstruction, and repairing of any street improvements, bridges, grade crossing separations and approaches; the acquisition, installation, and repair of sidewalks, culverts, retaining walls, storm sewers, sanitary sewers, water service lines, street lighting, and traffic control devices, including the Hancock Drive Extension R.I.S.E. Project; and the acquisition of any real estate needed for any of the foregoing purposes;. Principal and interest on the proposed Loan Agreement will be payable from the Debt Service Fund.

The annual increase in property taxes as the result of the issuance on a residential property with an actual value of one hundred thousand dollars is estimated not to exceed \$18.39. This estimate only considers the impact on property taxes of financing authority established by this hearing for the above-described project(s). The note may be issued in one or more series over a number of years. Finance authority established by this hearing may be combined with additional finance authority, causing the estimate for the annual increase in property taxes for the entire issuance to be greater than the estimate stated herein. Changes in other levies may cause the actual annual increase in property taxes to vary.

At the above meeting the Council shall receive oral or written objections from any resident or property owner of the City to the above action. After all objections have been received and considered, the Council will at the meeting or at any adjournment thereof, take additional action for the authorization of a Loan Agreement and the issuance of the Notes to evidence the obligation of the City thereunder or will abandon the proposal to issue said Notes.

This notice is given by order of the City Council of the City of Boone, State of Iowa, as provided by Sections 384.24A and 384.25 of the Code of Iowa.

Dated this \_\_\_ day of September, 2025.

\_\_\_\_\_  
 City Clerk, City of Boone, State of Iowa

(End of Notice)

PASSED AND APPROVED this 2<sup>nd</sup> day of September, 2025.

AYES (A), NAYES (N), ABSENT (X), ABSTAIN (/):

**Cory Henson**  
**Kyle Angstrom**  
**Terry Moorman**


**David Byrd**  
**Linda Williamson**


**Lisa Kahookele**  
**Kole Hilsabeck**


\_\_\_\_\_  
 Mayor  
 City of Boone

\_\_\_\_\_  
 Clerk  
 City of Boone

Veto

\_\_\_\_\_  
 Mayor - City of Boone

Date:

\_\_\_\_\_

**5.13 RESIDENCY REQUIREMENT.**

1. The position of City Administrator is based on contract which requires the person in that position must live within the corporate limits of the City.

2. Anyone holding the following positions is considered an emergency employee and must live within ten (10) miles of the corporate limits of the City:

Police Chief	Assistant Fire Chief/Commander
Assistant Police Chief/Commander	Fire Captain
Fire Chief	Fire Fighter

3. Any other employee, including any Officer, Director, Superintendent, or Foreman of the City of Boone, unless mentioned in Section 5.13(2) must live within thirty (30) miles of the corporate limits of the City.

***(Subsections 2 and 3 - Ord. 2270 - Sep. 22 Supp.)***

4. Any employee who was living outside the limits described in subsection 3 on or before December 31, 1986, may continue to live at his or her present location.

**CITY COUNCIL  
CITY OF BOONE, IOWA**

---

RESOLUTION NO. 3422

A RESOLUTION APPROVING AN AGREEMENT BETWEEN THE CITY OF BOONE AND THE CITY OF OGDEN FOR THE TEMPORARY ACCEPTANCE OF DIGESTER SLUDGE AT THE BOONE WASTEWATER TREATMENT PLANT

WHEREAS, the City of Boone, Iowa operates a Wastewater Treatment Plant capable of accepting and processing digester sludge; and

WHEREAS, the City of Ogden, Iowa desires to transport and dispose of digester sludge at the Boone Wastewater Plant, during the months of January and July of 2026, provided that the total volume does not exceed 60,000 gallons per month for a total of 120,000 gallons.

WHEREAS, all costs of delivery shall be paid by the City of Ogden.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE  
CITY OF BOONE, IOWA:

**Section 1:** The City of Ogden shall compensate the City of Boone at a rate of \$0.175 per gallon of digester sludge delivered. Payment shall be made within thirty (30) days of the date of invoice issued by the City of Boone.

**Section 2.** This Agreement shall automatically terminate on July 31, 2026, unless both parties agree in writing, prior to July 1, 2026, to extend the Agreement for an additional one (1)-year term. Any such extension shall include a renegotiated and mutually agreed-upon rate.

**Section 3:** That said executed Agreement will be placed on file with the City of Boone, Iowa.

PASSED THIS 2<sup>nd</sup> day of September, 2025.

AYES (A), NAYES (N), ABSENT (X), ABSTAIN (/):

**David Byrd**  
**Cory Henson**  
**Lisa Kahookele**

<input type="checkbox"/>
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<input type="checkbox"/>

**Terry Moorman**  
**Kole Hilsabeck**

<input type="checkbox"/>
<input type="checkbox"/>

**Linda Williamson**  
**Kyle Angstrom**

<input type="checkbox"/>
<input type="checkbox"/>

---

Mayor  
City of Boone

---

Clerk  
City of Boone

Veto

\_\_\_\_\_  
Mayor - City of Boone

Date:

\_\_\_\_\_

## AGREEMENT

The City of Boone, Iowa and the City of Ogden, Iowa, do hereby agree as follows:

1. During the months of January of 2026 and July of 2026, the City of Ogden shall be allowed to deliver digester sludge to the Boone Wastewater Plant which shall not exceed more than 60,000 gallons per month for a total of 120,000 gallons total for this agreement.
2. All costs of delivery shall be paid by the City of Ogden.
3. The City of Ogden agrees to pay the City of Boone \$0.175 for each gallon delivered and shall make payment within thirty (30) days of billing by the City of Boone.
4. This Agreement shall automatically terminate on July 31, 2026 unless prior to July 1, 2026 the parties agree to extend this Agreement for an additional one year. If the Agreement is mutually extended by the parties, the rate shall be negotiated and agreed to at that time.
5. This Agreement and any extension thereof shall be subject to the approval of each City Council.

Dated this 20 day of August, 2025.

\_\_\_\_\_  
Elijah Stines, Mayor of Boone

  
\_\_\_\_\_  
Mark Trueblood, Mayor of Ogden

\_\_\_\_\_  
Ondrea Elmquist, Boone City Adm.

  
\_\_\_\_\_  
Emily Clausen, Ogden City Adm.

**CITY COUNCIL  
CITY OF BOONE, IOWA**

---

RESOLUTION NO. 3423

RESOLUTION AUTHORIZING THE EXECUTION OF A DEMOLITION  
AGREEMENT BETWEEN THE CITY OF BOONE AND CRB LAND, LLC

**WHEREAS**, CRB Land, LLC is the owner of the property located at 813 Keeler Street, Boone, Iowa and legally described as:

**Lot six (6), except six (6) inches off North side thereof, in Block seventy-seven (77), in Boone, Iowa**

**WHEREAS**, CRB Land, LLC is interested in the demolition of the primary structure located at 813 Keeler Street, Boone, Iowa; and

**WHEREAS**, CRB Land, LLC agrees to complete the following within thirty (30) months of the date of this agreement:

- 1) Develop the above property by constructing thereon a commercial structure or structures.
- 2) Comply with the requirements of the City of Boone concerning approval of the site plan.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE  
CITY OF BOONE, IOWA:

**Section 1:** That 813 Keeler Street, Boone, Iowa falls under the Urban Renewal definition for slum and blight and should be demolished to enhance the business district and for future economic development purpose.

**Section 2:** That Ondrea Elmquist, City Administrator, is hereby authorized to enter into an agreement with CRB Land, LLC.

**Section 3:** That the City of Boone shall be responsible for demolishing the primary structure located at 813 Keeler Street, Boone, Iowa.

**Section 4:** That the demolition shall be paid by the City of Boone, with CRB Land, LLC reimbursing the City 75% of the total cost within thirty (30) days of the project being completed.

**Section 5:** That if CRB Land, LLC fails to comply with said terms, the City of Boone shall notify the LLC of the noncompliance, and they shall have thirty (30) days thereafter to reimburse the City of Boone for the additional 25% that the City covered.

PASSED THIS 2<sup>nd</sup> day of September, 2025.

AYES (A), NAYES (N), ABSENT (X), ABSTAIN (/):

**Cory Henson**   
**Kyle Angstrom**   
**Terry Moorman**

**David Byrd**   
**Linda Williamson**

**Lisa Kahookele**   
**Kole Hilsabeck**

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Mayor  
City of Boone

---

Clerk  
City of Boone

Veto  \_\_\_\_\_  
Mayor - City of Boone

Date: \_\_\_\_\_

## 75/25 AGREEMENT

The City of Boone, Iowa and CRB Land, LLC do hereby agree as follows:

1. CRB Land, LLC is the owner of the property located at 813 Keeler Street, Boone, IA, and legally described as:

**Lot six (6), except six (6) inches off North side thereof, in Block seventy-seven (77), in Boone, Iowa**

2. The City of Boone and CRB Land, LLC agree that:
  - a. The City of Boone shall demolish the primary structure located on the above property pursuant to the Boone City Code. This demolition shall occur at such time as the parties mutually agree.
  - b. CRB Land, LLC consents to the above demolition, and the City of Boone accepts the responsibility to see that it is done.
  - c. The costs for the demolition, which will include asbestos removal and any costs connected to the demolition, shall be paid by the City of Boone. CRB Land, LLC shall reimburse 75% of said demolition costs to the City of Boone within thirty (30) days of the project being completed. If not paid within thirty (30) days, the total costs (100%) shall be entered as a special assessment against the property.
  - d. CRB Land, LLC shall complete the following within thirty (30) months of the date of this agreement:
    1. Develop the above property by constructing thereon a commercial structure or structures.
    2. Comply with the requirements of the City of Boone concerning approval of a site plan.
  - e. Should CRB Land, LLC fail to comply with the above provisions the City of Boone shall notify it of the noncompliance – in writing – and CRB Land, LLC shall have thirty (30) days thereafter to reimburse the City of Boone for the 25% paid for the demolition costs. Failure to do so will result in an assessment against the property for the amount unpaid.
  - f. The costs shared shall include all expenses to the City of Boone to demolish the property.

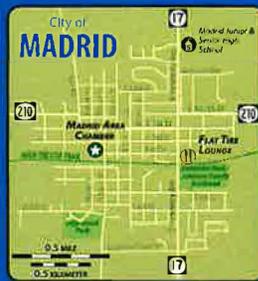
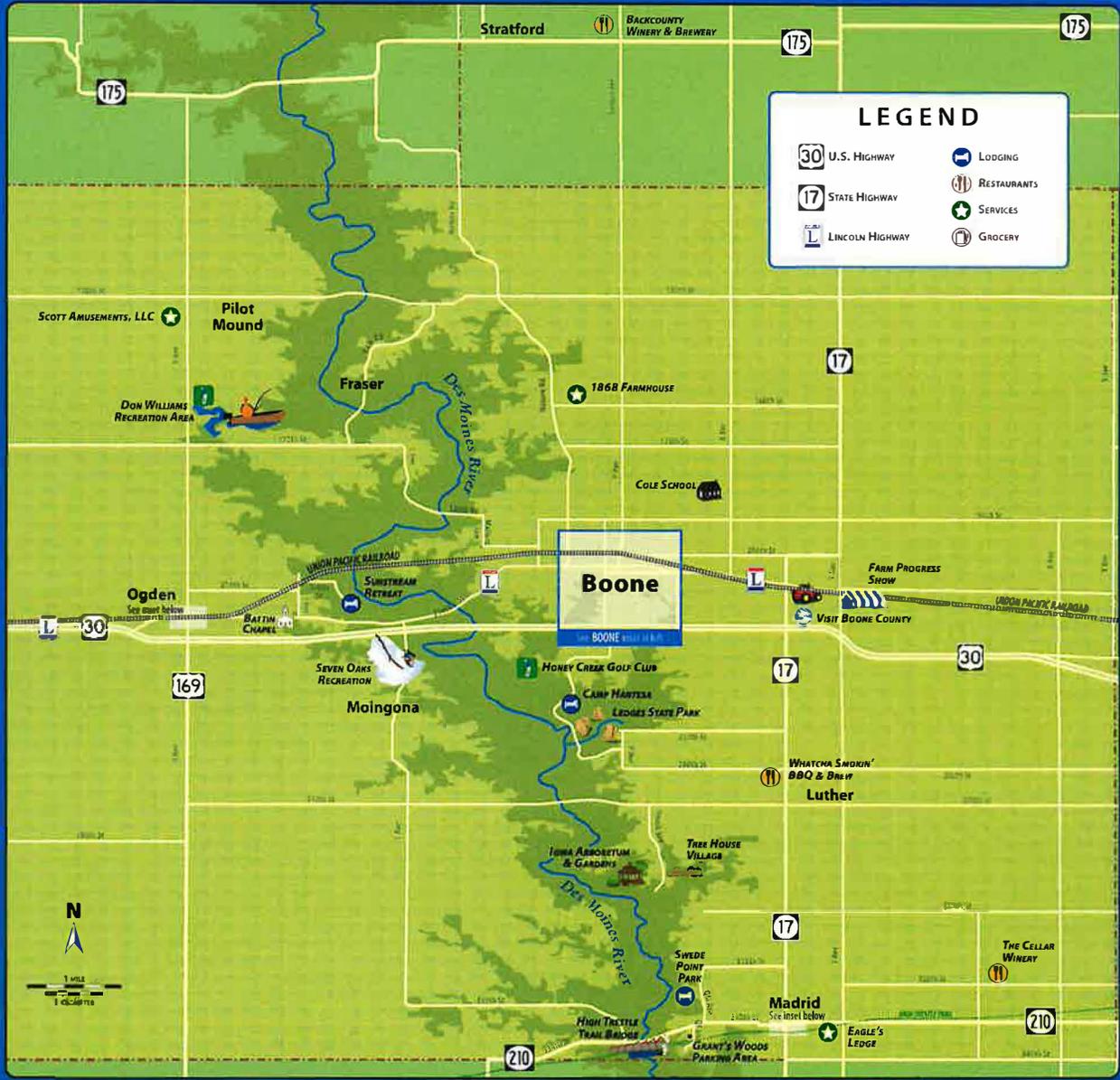
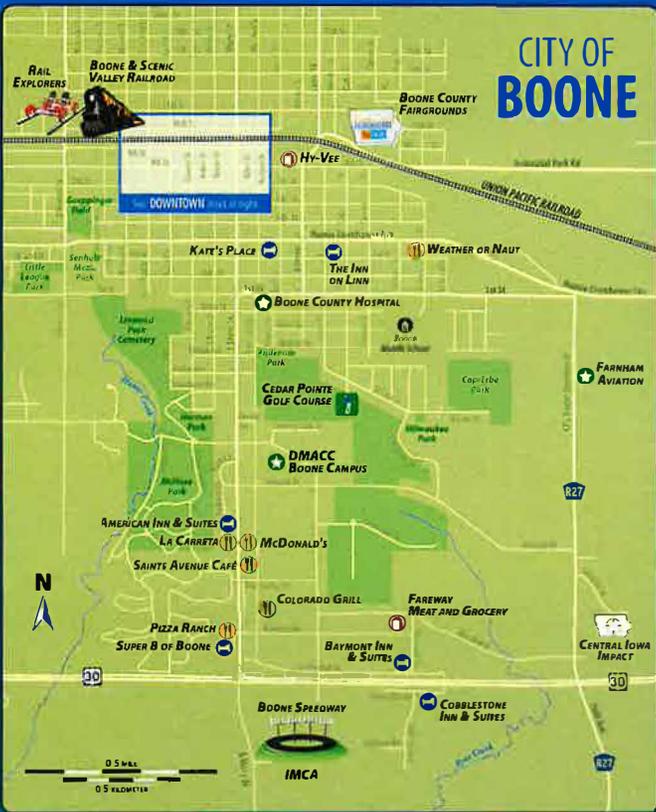
Dated this 9<sup>th</sup> day of August, 2025.

Stephanie M. Bowers  
CRB Land, LLC  
By: Stephanie M. Bowers, Member and Manager

\_\_\_\_\_  
City of Boone  
By: Ondrea Elmquist, City Administrator



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## DOWNTOWN BOONE BUILDING DESIGN GUIDELINES

The City of Boone endorses the following guiding principles in building rehabilitation, renovation, remodeling and new construction within the Boone Central Business District. These guidelines are offered to help the property owner and developer make sound investment decisions in building improvements, while enhancing the area's historic character. Building plans should be reviewed with the City Building Official to ensure substantial compliance with these guidelines.

### **DO** — *Recommendations for Historic Renovation:*

- The traditional configuration of the storefront opening should be maintained, with the original storefront line along the sidewalk being maintained or restored.
- Storefront window display areas should be considered an important part of the retail marketing strategy in the downtown area. Large street level display windows should be retained as part of remodeling or new construction.
- If the storefront has been altered substantially, attempt to bring back original historic proportions through the use of design elements, even if they are not a restoration of the original. Avoid altering, concealing or removing historic details when renovating existing older buildings.
- The original façade, materials and ornamentation should be maintained and/or restored. Missing façade elements should be replaced with new materials that match the original as closely as possible.
- Coverings that alter the size and shape of upper story windows should be removed.
- The horizontal alignments or architectural components, such as store front windows, kick plates, first story cornices, parapet cornices and window sills should be recreated or restored.
- Unless damaged beyond repair, architectural designs on the parapet should be maintained
- The mass, volume and height of *new* buildings should be compatible with existing buildings in the immediate area.
- Selected building materials should complement and be compatible with buildings in the immediate area.
- Exterior remodeling should be designed to consider the entire building façade. The ground floor exterior should be designed to harmonize with the upper stories.
- Existing buildings and structures should be recognized as products of their own time. Alterations which have no historical basis are discouraged.

### **DO** — *Color choices:*

As you choose colors to beautify your building, please consider ones that would also complement surrounding buildings and coordinate with the overall attempt to restore historical beauty to the Business District. The Downtown Boone office is available to offer assistance with color choices.

### **Don't** — *For Rehabilitation and Remodeling, the following are prohibited:*

- Adding elements that are not original to the building, such as aluminum, vinyl, or fiberglass siding or roofing materials, corrugated or beveled metal siding, highly tinted or mirrored glass, or corrugated fiberglass.
- Any material that attempts to mimic conventional building materials. For example: fiberglass panels that are molded to look like brick, or imitation metal rock work.
- Concrete block or brick larger than 4 inches in height and/or 12 inches in length
- New window openings or eliminating original window openings
- Changing the roof design or style where visible from the ground
- Roof heating/cooling units visible from the street level
- Vinyl and metal screen/storm doors
- AstroTurf, indoor-outdoor carpeting
- Removing or destroying original transom windows
- Removing, concealing or covering a cornice or parapet

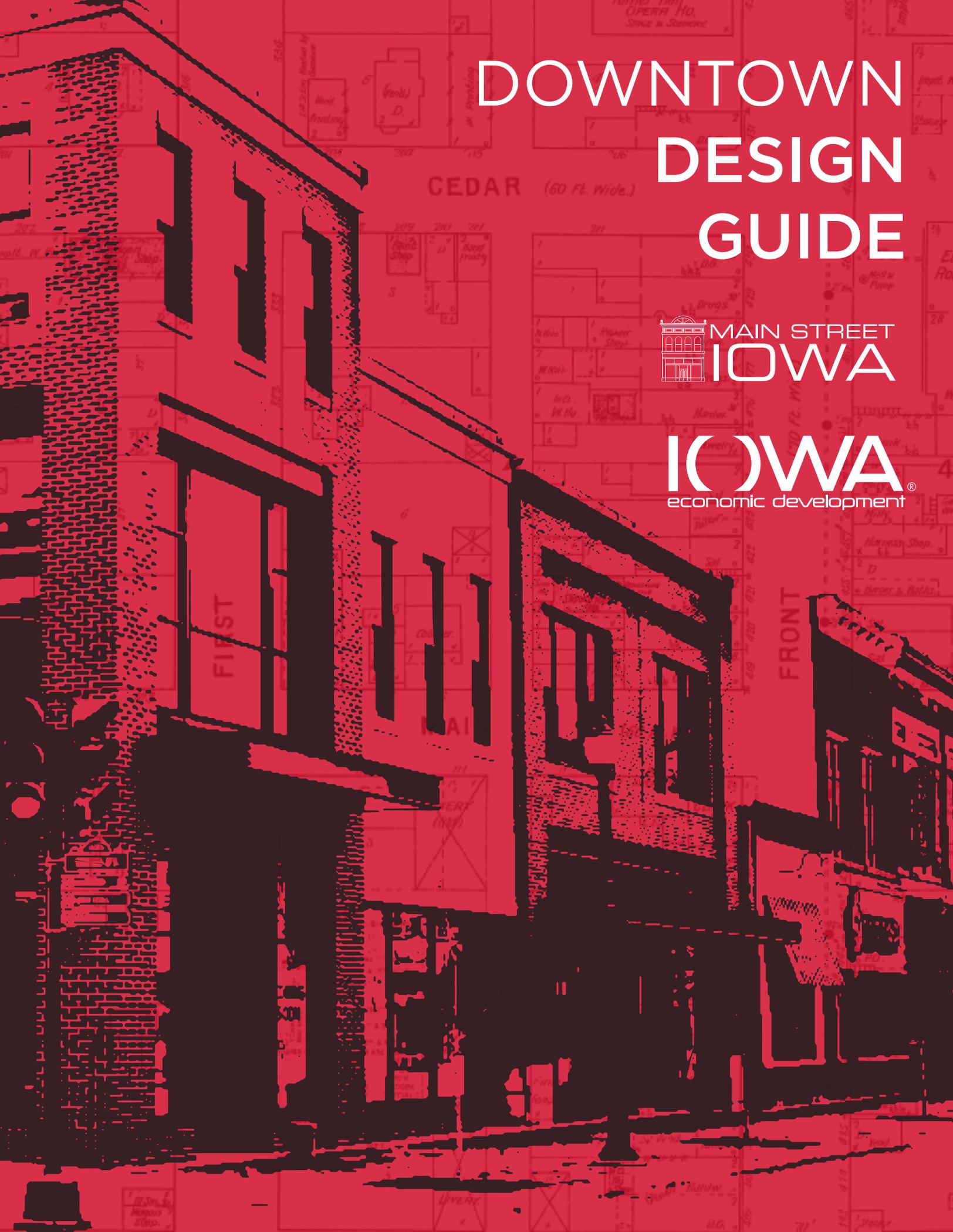
*Additional guidance materials and information on historical restoration is available from the Downtown Boone, A Main Street Community, office: 903 Story Street, 515-802-7510.*

# DOWNTOWN DESIGN GUIDE



MAIN STREET  
IOWA

**IOWA**<sup>®</sup>  
economic development



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**PART ONE**  
INTRODUCTION

# INTRODUCTION

The physical elements of your historic commercial district embody the community’s past, serve as a venue for its present and contain the potential for its future vibrancy. Downtowns and traditional commercial districts are a home for local businesses, a gathering place for family and friends, and an opportunity to celebrate the diverse cultures that exist in our communities. For these reasons, it is vital that the built environment be maintained and cared for by local stewards.

As a Main Street America™ Coordinating Program, Main Street Iowa follows the four-point approach for downtown revitalization. The four points developed by the National Main Street Center are economic vitality, **design**, organization and promotion. Although this document focuses on the design point, the impact does not stop there. Successful design positively impacts environmental sustainability, economic resiliency and social well-being. In other words, good design can strengthen the other three points.



This document was prepared by Main Street Iowa staff as a guide for local Main Street programs, city staff, downtown development groups, property owners and volunteers as they embark on the revitalization and continued maintenance of the physical assets of their downtowns.



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## GUIDING PRINCIPLES FOR DESIGN

Main Street Iowa observes and recommends the following principles for design:

1. **Retain and preserve** the historic character of the district and individual properties.
2. **Prioritize rehabilitation** of existing buildings and repair of deteriorated materials and features over new construction or replacement.
3. **Focus on maintenance** to prevent the need for future large-scale rehabilitation or demolition of properties.
4. **Maintain authenticity.** Do not add features to a building that portray a false sense of history, such as ornamentation that never existed. Base any restoration efforts on documentation or physical evidence.
5. **Design for longevity.** Quality materials and quality design contribute to resilience.
6. **Celebrate diversity.** Main Street should be a place where everyone is included and feels welcome. Celebrating diversity can include racial, ethnic, cultural, religious, generational, gender identity, sexual orientation and socioeconomic differences, among others. It contributes to a rich and inviting experience for all visitors and helps set your community apart.
7. **Provide for a living, breathing community.** Retain physical changes over time if they have positively contributed to the building. This means keeping changes that have gained their own historic significance or are necessary to keep the building occupied and thriving.
8. **Consider your neighbor.** Embark on improvements with adjacent properties in mind. New construction should be compatible with the surrounding existing buildings.
9. **Follow sustainable practices.** Sustainability is not only good for the environment but can provide cost savings over time.
10. **Ensure accessibility for all.** Make sure that all people can access and enjoy downtown regardless of their physical ability.



*Image: Brad Grefe*

## HOW TO USE THE GUIDE

The purpose of this guide is to act as a starting point for improving the physical assets in your Main Street district. It is intended to be an active resource for your community. We encourage you to share the digital file widely, keep your own copy handy, make notes in the margins and continue to reference it throughout the evolution of your Main Street. Don't let it collect dust! It should be referenced during strategic planning and can be adopted in addition to or in lieu of individual community guidelines.\*

We recommend reading Sections 1 and 2 first, as they contain general guidance that can act as a foundation for design projects and are intrinsic to the guidance provided in other sections.

The subsequent sections are more specific and should be referenced according to project type. Section 3, Public Space, deals with the design of public improvements for the entire downtown district. Section 4, Existing Buildings, is the most detailed and important section. This section illuminates how to recognize the historic character of individual buildings and provides guidance on appropriate design and treatment. Section 5 delivers guidance on managing change and designing compatible infill construction. Finally, the appendices share some additional tools and resources related to design and construction.

While reading this guide, keep an eye out for language related to things “to do” and things to “avoid.” Also keep in mind that small moves are better than no action at all. Incremental improvements can make a big difference over time and larger projects can often be more manageable when broken into phases. Successful design will recognize the **past**, meet the needs of businesses **today** and preserve the physical environment for the **future**.



*\*This document is a guide and is not regulatory in nature. Local guidelines, or local or state codes and regulations should take precedent over any recommendations made in the Downtown Design Guide.*

**PART TWO**  
FUNDAMENTALS  
FOR YOUR  
UNIQUE DISTRICT

# FUNDAMENTALS FOR YOUR UNIQUE DISTRICT

## CELEBRATING DIVERSITY

Each downtown in Iowa has its own unique characteristics. Your community's individual history, physical environment, and most importantly, the diverse people that make up your community should be celebrated. As you read and apply the concepts in this guide, remember that each person defines style, beauty and taste according to their cultural upbringing and experiences.

Embrace and model the idea that your district is for everyone. Allow varying voices to be heard and represented. One of the ways this can be accomplished is by making sure that your board and design committee have representatives of various ages, gender identities, races, cultures, etc. Use census data as a tool to make sure that the voices at the table are truly representative of your community.

If your district has existing design guidelines, ordinances, façade grant programs or similar design programs in place, reread them with an eye towards inclusivity. Sometimes design frameworks can unintentionally act as a barrier to minority-owned businesses locating within a district. Also consider translating program documents such as façade grant information into multiple languages to help alleviate language barriers and make opportunities available for everyone.



*Festival in Valley Junction, West Des Moines.  
Image: Isenberger.*



*Streetscape element in Czech Village - New Bohemia Main Street District, Cedar Rapids.*



*Celebration in Sixth Avenue Corridor, Des Moines.*



*Mural depicting local heritage in downtown Waterloo.*

Here are some other things to keep in mind:

- Design for multiple users. Good accessible spaces benefit everyone.
  - Ramps or accessible paths are beneficial to both individuals with limited mobility and parents with strollers.
  - Benches spaced throughout your downtown are great for older people who may need to sit and rest periodically but can also be a place for people to take their lunch breaks.
  - Sculptural signs or logos with graphics are best for children, people who have impaired vision and for anyone who does not read English.
- Keep reversibility in mind. A store can be designed to successfully express its business's cultural identity while also preserving the original historic features of the building.
  - Signage, awnings, windows displays and trim provide ample opportunity for cultural expression, but can also be reversed in the future if the business changes.
- Avoid creating a pre-determined color palette for your community. This can stifle the cultural expressiveness of your community and excluding some colors may even hurt a business's ability to attract their target market.

By approaching design with the acknowledgment that we preserve for the benefit of the people who live today, we can create an active and vibrant community in which everyone feels welcome.



## RESEARCHING COMMUNITY HISTORY

The first step towards celebrating your unique characteristics is gaining a better understanding of what you have. Researching the history of your community is a good way to start. This is a great activity for your design committee. It could also be completed by a smaller group of volunteers or even as part of a local school or university class. A more intensive study can also be done by a professional historian. Gather information on the history of your district as it relates to your city, region and the state by looking at things such as:

- Local Historic District and National Register of Historic Places Nominations, if applicable
- Local and State Historical Society and library documents
- Historic photographs
- Newspapers
- Old city directories

During your research, read secondary sources with the understanding of the voice and viewpoint of the author. Recognize that some histories may not be represented through all sources due to individual biases of the author. Keep an eye out for diverse cultures of downtowns – past, present and future – recognizing significant changes over time and honoring cultural transformation.



Historic photo compared to current photo of street. Historic Image: Newton Historic Preservation Commission Archives.

## IDENTIFYING PHYSICAL ASSETS

Once you have a good idea of the overall history of your community, research individual buildings and properties. Good sources to explore include:

- Existing historic property inventories and surveys ([iowaculture.gov/history/preservation](http://iowaculture.gov/history/preservation))
- Sanborn Fire Insurance Maps
- Property records and deeds, abstracts of title (may be found at county courthouse)
- County assessor's records (can be accessed online for most counties)
- Building permits
- Plans or drawings from original and later construction projects

Look at the current condition of the buildings and public spaces in your district to help you understand their individual character, recognize commonalities in design and materials, and identify particularly significant buildings and places. If your district or individual buildings are already listed as local landmarks, local Historic Districts or in the National Register of Historic Places, refer to the narratives included in the nomination(s) and the stated period of significance. Doing this can help you understand the historic context of your district and identify significant buildings and places. Depending on when the nomination was written, most also have a list of “contributing” and “non-contributing” buildings. Any buildings noted as “contributing” to the district have already been determined as significant.

Be aware of what styles of architecture are present in your downtown. Having a general idea of architectural style will go a long way in helping you to understand the value of your buildings. It is important to recognize that each commercial district generally has a mixture of styles; some elaborate and ‘high style’, some simpler and more utilitarian, and some with modern alterations or additions that may be significant. Some buildings do not easily fit into an architectural classification and might simply be referred to as “vernacular” in style – often a simpler building that reflects local traditions, materials and construction. Each building style present can contribute to the physical character of your downtown and is important to understanding your district's history and significance.

Also remember to identify places that are not currently categorized as “historic,” but which are more recently significant to your community. For example, a building can have recent cultural significance or special economic significance. It may have allowed an important business to remain downtown or created a place for community members to gather. It may be exceptionally beautiful and contribute to the aesthetic appeal of your district. It may be related to or tell the story of an event that had a huge impact on your community. Identifying your physical assets will help your design committee or board focus their efforts on supporting the places that make your community special.

If a building you are researching doesn't already have an Iowa Site Inventory form on file at the State Historic Preservation Office, consider contributing. See instructions and get a current form at [Historic & Archaeological Inventory | IDCA \(iowaculture.gov\)](http://Historic & Archaeological Inventory | IDCA (iowaculture.gov)).



*Architectural styles ranging from the late 1800s through the mid-twentieth century can all be historic assets in your downtown.*

## DETERMINING HISTORIC SIGNIFICANCE

Since every building is unique, the level of significance and how it relates to the rest of your downtown can make a difference in what physical improvements are appropriate. Here are some things to consider when determining historic significance:

- **When it was built.** Did your district gain its significance at a certain period of time? Does it have a defined period of significance? Was the building built during or after this time? Many times specific architectural styles were built over a decade or two throughout a district. Generally, buildings over 50 years old are considered historic.
- **Its physical integrity.** How much has the building been altered over the years? What is its overall condition? How much of its original materials are intact? How many original features exist? Is its original form easily recognizable?\*
- **Social History.** Does it have significance to the community not related to its design?

Once you understand a building's historical significance, determine its specific **character-defining features**. According to the National Park Service and the Department of the Interior, "Character-defining elements include the overall shape of the building, its materials, craftsmanship, decorative details, interior spaces and features, as well as various aspects of its site and environment."

Keep any character-defining features intact. For more information on determining character-defining features of a building, see [Preservation Brief 17](#) published by the National Park Service.

*"If your district is listed in the National Register of Historic Places, use the Period of Significance from the written nomination. Local register nominations or individual property nominations will also list a period of significance.*

*"Sometimes a district was constructed over a long period of time and is an eclectic mixture of architectural types. In this case, it may be more important to focus on a building's individual construction period and **integrity**.*

*\*\*Refer to historic photographs or any previous photographs of the building to help answer these questions.*



*Examples of character-defining features shown include significant building materials, craftsmanship, window placement and styles, historic ghost signs, cornice details and decorative elements.*

## THE SECRETARY OF THE INTERIOR'S TREATMENT STANDARDS

The next step when undergoing any physical improvements is to determine the appropriate treatment to guide the project. The Secretary of the Interior's Standards for the Treatment of Historic Properties is an important set of federal guidelines we recommend implementing for all properties. The guidelines consist of four different approaches – Preservation, Rehabilitation, Restoration and Reconstruction. Select an approach appropriate to your building's condition and use, then follow treatment standards throughout your improvement project.

*Preservation* is defined as the act or process of applying measures necessary to sustain the existing form, integrity and materials of a historic property. This treatment standard focuses on the maintenance and repair of existing historic materials and retention of a property's form. It is used when the property's distinctive materials, features and spaces are essentially intact, and when a continuing or new use does not require additions or extensive alterations.

*Rehabilitation* is defined as the act or process of making a compatible use for a property possible while preserving those portions or features which convey its historical, cultural or architectural values. This can be achieved through repair, alterations and additions. Since this standard acknowledges the need to alter or add to a historic property to meet continuing or changing uses, it is the most common treatment standard used in downtown building rehabilitation projects.

*Restoration* is defined as the act or process of accurately depicting the form, features and character of a property as it appeared at a particular period of time. This can be accomplished by removing features from other periods in its history and reconstructing missing features from the restoration period. For example, restoration might involve removing infill or siding that was applied over a building to reveal and restore its original features.

*Reconstruction* is defined as the act or process of depicting, by means of new construction, the form, features and detailing of a non-surviving site, landscape, building, structure or object for the purpose of replicating its appearance at a specific period of time. Reconstruction of an entire building is generally reserved for buildings of outstanding individual significance and is not commonly recommended within a historic downtown area. However, this may be an appropriate approach for a building that has been damaged severely by a fire or a natural disaster.



*Rehabilitation of a historic building in downtown Washington included removal of an inappropriate, non-historic slipcover.*

## Standards for Rehabilitation

“The Standards will be applied taking into consideration the economic and technical feasibility of each project.

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archaeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations or related new construction will not destroy historic materials, features and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.”

Note: Refer to the National Park Service’s website for the full standards for [Preservation](#), [Restoration](#) and [Reconstruction](#). Please note that the Historic Preservation Tax Incentives Program use the Standards for [Rehabilitation](#) that are codified separately in 36 CFR 67 and are regulatory for the review of rehabilitation work for that program.

The [Guidelines for the Treatment of Historic Properties](#) illustrate the practical application of these treatment standards.

**PART THREE**  
PUBLIC SPACE

# PUBLIC SPACE

Public space is instrumental in making your district feel like the centerpiece for your community – a place where people want to gather, linger and explore. Good public spaces can also foster community pride. They are places where locals want to bring their family and friends from out of town. Whether it is district-wide banners and signage, planters, public art, pocket parks, greenspace, activated alleys, or even parking lots, every piece of the public realm is an opportunity to contribute positively to the overall look and feel of your community.

## WAYFINDING AND SIGNAGE

Wayfinding is crucial to successful historic commercial districts. If people cannot find your district, they cannot find your businesses, amenities or events, and ultimately, will not spend their money there. It should be clear how to find the commercial district once you enter a community and it should be clear once you enter the district – without having to look at a map. This information can be communicated through wayfinding signage and the overall branding of the area. Creating a unified wayfinding system is not just important for visitors, it can also help reinforce community identity and foster community pride.

- Use design consistent with local Main Street or community branding to reflect and reinforce your unique local identity.
- Install gateway signs or elements at the edges of your Main Street district to define entrances.
- Strategically place directional signs at key intersections and connect to regional pathways such as bicycle trails.
- Determine specific landmarks to include in wayfinding signage. These could include parking, public transportation, public restrooms, the visitor's center, library, anchor businesses and more.
- Consider multiple scales in your signage system – some should be visible from the road for drivers, while others should appeal to pedestrians on the sidewalk.
- Include travel distances to landmarks on your signs – driving time or mileage for things that are farther away or walking time or number of blocks away for things that are closer. Posting walking distances can help make use of underutilized parking that people might otherwise perceive as too far away. Encouraging walking also encourages people to spend more time on Main Street.
- Utilize icons and symbols to communicate quickly and effectively.
- In general, make letters one inch tall for every 40 feet of desired readability.



*Gateway arch in Valley Junction, West Des Moines lets you know you have arrived.*



*Consistent branding should be incorporated into different types and scales of wayfinding signage.*

## STREETSCAPE

Streetscape components include paving, sidewalk amenities, landscaping, accessibility improvements, lighting and anything else that you can see along public paths. Utilizing these elements should help shape the public space in downtown, provide safety and comfort measures, and balance the needs of all users. For larger scale improvements, work together with local government partners and engage the public and business community early in the planning process.

- Think about your streets in terms of activity “zones” to accommodate multiple activities in the public realm. For example, zones might include: driving lanes, parking, bicycle lane, plantings, pedestrian walkway and outdoor dining/shopping space.
- Design intersections and mid-block crossings with pedestrian safety in mind. Clearly differentiate pedestrian crossings with ground-level markings or by changing the color, texture, or type of ground surface. Bump outs are recommended at the corners of intersections and mid-block crossings to reduce the width for safe pedestrian travel. Retain historic street, sidewalk, or alley pavers and incorporate them into the new design if feasible.
- Consider accessibility and create accessible routes from parking, to sidewalks, to buildings.
  - Integrate curb cuts and truncated domes (ground surface differentiation with small bumps) into the edge of sidewalks at all pedestrian street crossings.
  - Watch for abrupt or steep grade changes. Create ramps to main entrances when necessary. In some cases, creating a ramp can be avoided by altering the sidewalk elevation.
  - Ensure that there is adequate space around all street features to accommodate wheelchairs.
  - Coordinate the appearance of the accessible features throughout your Main Street. For example, using the same handrails for all entrance ramps will greatly improve the appearance of your streets and will avoid making accessibility look like an afterthought.
- Incorporate greenery and landscaping to soften the streetscape, provide shade and create a more walkable, inviting environment.
- Consider what amenities people need to spend time on your Main Street. Benches, trash cans and bicycle racks are minimum elements that should be readily available.
- Develop a plan to maintain the cleanliness of your district. Consider partnering with local organizations to schedule regular clean up days.



*Mid-block crossings were part of a comprehensive streetscape project in downtown Ottumwa.*



*Permeable pavers and bump outs at intersections provide both safety and sustainability improvements in West Union.*

- Take sustainability into account in streetscape design. Some examples:
  - Self-watering flowerpots require less water and reduce maintenance needs.
  - Install electric vehicle charging stations as an added amenity that encourages users to linger downtown.
  - Choose the type of lighting best suited to what you want to light – for example, pedestrian lighting should be lower to the ground, while overall streetlighting or lights for a public square would be higher up. Any new lighting should direct light downwards whenever possible for increased energy efficiency and to reduce light pollution.
  - Use pervious pavers to control storm water by facilitating its path back into the soil and filtering it in the process.



*Lush planters and artistic benches create a protected seating area in downtown Ames.*

## PLACEMAKING

Placemaking is both a process and a philosophy. It inspires communities to collectively reimagine and reinvent public spaces, bringing people together from all walks of life and all backgrounds. Placemaking capitalizes on existing physical assets, recognizes potential and reimagines everyday spaces into places where people linger, share stories, create meaningful connections and make memories that inspire them to keep coming back.

### Open Space

Coordinate open public spaces – vacant lots, pedestrian alleys, public squares, parks and other open areas – with streetscape elements. Treatment of these spaces can be the difference between a vibrant downtown district and an underutilized environment with little activity. Good outdoor improvements contribute to better shopping experiences for customers, attract new businesses, increase property values downtown and result in enhanced community pride.

- In general:
  - Retain green spaces and encourage connection to natural features and the landscape.
  - Retain original scale and width of alleys – do not infill with a building or structure when there was not one historically.
  - Utilize signage, gateway features and historical markers to communicate a sense of place and identify edges and boundaries.
- Take stock of your existing open spaces and their uses.
  - Who owns them – the City, an organization, an individual?
  - Who maintains them and handles improvement projects?
  - How are they currently used?
  - Is that the highest and best use?
  - Is the designated use appropriate but the space is underutilized because it is lacking the right amenities? For example, is outdoor seating not used because it is in a sunny spot with no shade?



*Plaza improvements in downtown Mason City create a well-defined and multi-functional space.*



*Overhead lighting in Ottumwa's Canteen Alley provides definition, vibrancy and safety during the evening hours.*



*Small scale improvements come together to activate a community gathering space in Oskaloosa's "The Alley."*

- Consider improvements to your open spaces to support their functions.
  - Reverse-engineer both daily activities and special events to design your open spaces. Do you need any particular infrastructure like water or electricity access?
  - Use public space to support local businesses. Add tables and seating options to public spaces that can be used by patrons of local eateries.
  - Address ground surface issues. Proper drainage of areas with impermeable paving is crucial to a functional space. Dirt or grassy areas can also become soggy if not properly graded or planted.
  - Consider placement of trees and other plantings to facilitate comfortable microclimates. Provide a mixture of shade and sunny areas. Create wind blocks and areas for breezes to circulate. Year-round structures such as pergolas or gazebos can also help for shelter, while seasonal fabric umbrellas or shade sails may also be desirable to create color and visual interest.
  - Add appropriate seating to support the function(s) of the space. For example, stadium-style seating is perfect for outdoor concerts and movies, while moveable seating provides ultimate flexibility for groups of various sizes.
  - Consider improving lighting for areas that are used at night and to improve safety for those that are not active at night.
  - Consider adding recreational and family-friendly opportunities such as play equipment, sports goals, or water features.
  - Consider creating areas for pop-up activities such as business incubation space or designated food truck parking.



*A collection of public art installations transformed underutilized alleys into a focal point for Uptown Marion.*



*Seasonal pop ups activate green space in downtown Waterloo.*



*Programming and special events bring purposeful activity to pedestrian alley ways.*

## Public Art

Public art is a great opportunity to represent diverse cultures in your community, add color and visual interest to the street and set your district apart from others. In general, it is important to consider how public art affects your district's appearance, impacts historic structures and materials, and whether people have a direct interaction with the art or just observe it.

Public art can:

- Be usable or functional elements such as benches, trash receptacles, water features to cool off, etc.
- Be stand-alone sculptural pieces or integrated into sidewalks, on buildings and other infrastructure.
- Be a part of a large collection of related pieces scattered throughout your downtown or pieces with individual subjects.
- Enliven existing eye sores or blank canvases and make them more attractive.
- Act as a focal point in a public space, be placed at a node for existing activities, or even create activity.
- Tell the story of your community's history and/or set the stage for its future.

Remember to:

- Consider the historic fabric of your district.
- Create "reversible" artwork, meaning that it can be uninstalled, if necessary, without damaging the building or public space it is on. This might mean installing a mural on panels instead of directly on the building, taking care to use anchors that do not damage the underlying building (e.g. drilling into mortar and not masonry).
- Engage all stakeholders in the implementation of public art – from public meetings and planning events to ribbon cuttings.
- Include maintenance for public art in long-term planning efforts and contracts to ensure they do not get overlooked.
- Consider creating guidelines or review processes for initiating and managing artwork throughout your district.



*Sculpture installations bring color and visual interest to the sidewalk in downtown Woodbine.*



*Large scale murals on side and rear facades add color and vibrancy to downtown while highlighting community pride.*

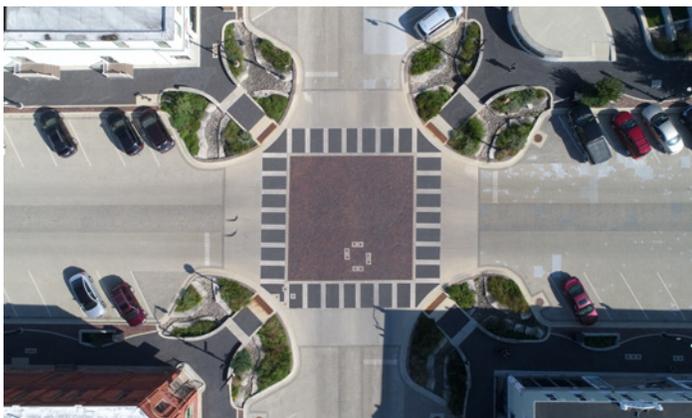


*Mural panels in Centerville's square illustrate ties to the community's history.*

## PARKING

Parking is a common complaint in commercial districts and can be a contentious issue – there is either not enough parking, it is too far away, or it is not convenient for users. While there is no one-size-fits-all approach to parking issues, all districts should be aware of local parking demand, availability, and needs.

- Perceived parking issues are often not an issue of the actual number of available spaces, but poor parking management. People simply do not know where available parking spaces are or whether there are requirements like time limits, fees, etc. Proper wayfinding signage on the way to parking areas and identifying signage at individual spots or lots can help alleviate this issue.
- Understanding and accommodating different needs among user groups is key. Consider designated areas for downtown employees so prime spots in front of storefronts are available for visitors and shoppers. Downtown residents will need parking during evening and overnight hours.
- Create designated accessible parking spaces that meet the design specifications of the Americans with Disabilities Act (ADA). Make sure the parking spaces connect to accessible paths on the street, sidewalks and business entries.
- On street parking is generally preferred in traditional commercial districts, as it increases safety for pedestrians by creating a buffer between the sidewalk and traffic. It is also seen as the most convenient way to access storefronts and creates a visual representation of the visitors to the buildings along the street.
- Parallel parking may be necessary if streets are too narrow to accommodate angled parking.
- Angle parking head-in (or 90 degree) parking is more efficient and easier to use than parallel parking but requires a wider street. Some communities have instituted back-in only parking which helps with the safety of entering traffic from a space but can be harder for the driver initially.
- Off street parking can provide supplemental space when street parking is insufficient and when long-term parking is required (like for downtown residents).
  - Lots should be located behind buildings when possible and should be limited to one lot wide when they front the street. Consider 90-degree parking for efficient layouts that maximize available space or 60-degree parking when ease of use is the priority. Incorporate trees and green spaces into parking lots for interest, shading, and stormwater management. Screen lots from the pedestrian sidewalk by providing a visual buffer of landscaping.
  - Parking structures can be effective parts of a downtown parking strategy, but they should be carefully designed to contribute to the overall district aesthetic. Make sure circulation paths within a structure are clearly marked and provide adequate lighting and site lines for safety.



*On-street angled parking is both easy to use and maximizes space in West Union.*



*Dedicated accessible parking spaces ensure access for all and should be integrated into streetscape design.*

**PART FOUR**  
EXISTING  
BUILDINGS

# EXISTING BUILDINGS

Existing buildings are one of the biggest assets that you have in your Main Street district. They physically house your businesses and residents and provide venues for events and social gatherings. They contribute to the look and feel of your downtown and provide a sense of place unique to your community. Historic buildings must be properly cared for so they continue to exist for generations to come; once they are gone, they cannot be replaced. This section includes guidance on maintenance and appropriate physical improvements for existing downtown buildings.



## MAINTENANCE

Proper building maintenance is critical to downtown building stability and longevity. Building maintenance is important because:

- Deferred maintenance is harder to address and more expensive than small improvements over time. It can also lead to demolition by neglect and cause safety issues.
- Addressing maintenance issues helps prevent future building emergencies which have the potential to close the business(es) temporarily, if not permanently, and impact neighboring buildings and businesses.
- Buildings in disrepair reflect poorly on downtown, while well-maintained buildings foster pride and contribute to the local economy.

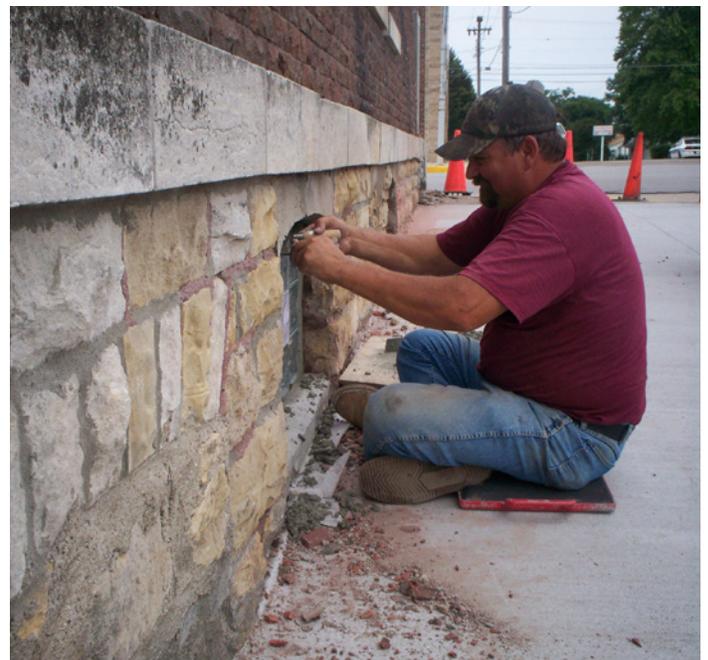
Downtown buildings should be maintained in the following conditions:

- Safe and structurally sound: foundation is intact and walls and floors are plumb.
- Sound roof that does not leak.
- Masonry is maintained with no cracks in mortar, no mortar wash out, or missing mortar. All mortar repointing or repairs should match historic mortar mix in color, texture and strength.
- Ornamental features are firmly in place – i.e. pieces of cornice are not in danger of falling off.
- Hazardous materials – most commonly asbestos-containing elements such as tile and lead paint – are either in good (non-friable) condition, encapsulated, or remediated/abated.
- Painted surfaces are sound and not flaking, peeling, chalking, or sun damaged.
- Metal pieces are protected by paint and not rusted.
- Wood elements are not rotten.
- Entrance doors are operable and means of egress is clear.
- Glass elements are not broken or cracked.
- Windows are puttied and weather sealed.
- Fabric awnings are not faded, dirty, ripped or sagging.
- No deteriorated materials should be visible and any that exist should be repaired or replaced in kind.
- Building signage reflects current business.
- Exterior lighting is in good working order and not burnt out.

Building maintenance needs can be identified by inspecting buildings on a regular basis. Inspections should also be done after every incidence of severe weather; as soon as it is safe, walk around the perimeter of the building and go up on the roof, if possible, to check for damage.



*Paint failure and deferred maintenance has caused rusting and deterioration of character-defining features.*



*Mortar used for repointing should match original mortar in color, texture, and strength to protect historic masonry.*



*Peeling paint on masonry and wood can lead to deterioration of the underlying historic material.*

Mark your calendar to ensure these important items are inspected at regular intervals:

### Both Spring and Fall:

- Check basement for water and the attic or uppermost level accessible on the interior for leaks during first heavy rain of the season
- Sweep debris from flat or low sloping roofs and clean out gutters and downspouts
- Remove plants growing on or close to walls and foundations
- Check masonry for loose bricks, missing or disintegrating mortar, and cracks in masonry and mortar
- Make sure that the ground slopes away from the building so water does not pool at the base/foundation
- Inspect roofing to make sure that it slopes adequately and there are no areas where water can pool
- Examine flashing at any junction between a horizontal and vertical or sloping surface (i.e. parapet, chimneys, roof)

### Spring:

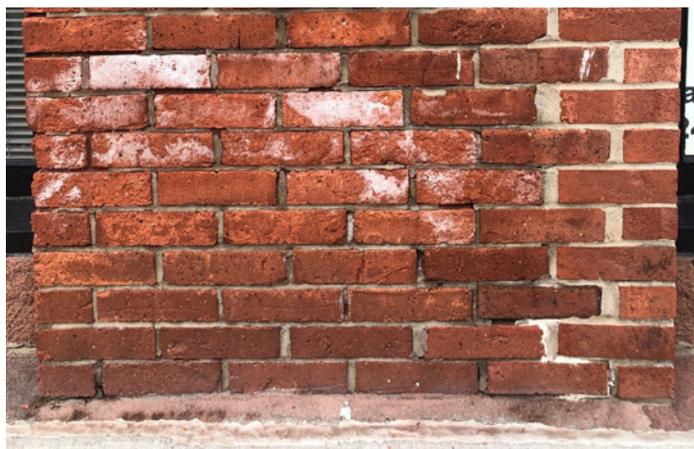
- Inspect for damage that may have occurred during freeze-thaw cycles
- Inspect bottom of building for damage caused by salt
- Examine windows for broken glass or putty failure/poor seal, remove any temporary caulk installed for winter and permanently fix the wood gaps with an epoxy or wood consolidant
- Inspect metal components for rust, scrape and paint with a rust inhibiting paint
- Examine any painted surface for paint failure (cornice, windows, trim, storefront), repaint if needed



*Deferred roof maintenance and improper downspouts can cause significant issues due to water infiltration.*

### Fall:

- Inspect weather stripping around windows and doors and install new if necessary
- Install interior storm windows for winter if applicable, caulk any gaps in wood for a temporary watertight seal



*Poor condition of brick and mortar has led to water infiltration, causing material and structural damage.*



*Deferred window maintenance is unsightly and can also affect the thermal performance of a building.*

## MATERIALS

As a general rule, keep as much original material as possible and always attempt to repair before considering replacement. In-kind material replacement may be necessary for elements that are beyond repair. If in-kind replacement is not possible, cost prohibitive, or if maintenance issues make another option more sustainable over time, then a compatible replacement can be considered. Quality materials should always be used to ensure longevity and maintain a good appearance over time.

The following is a non-exhaustive list of materials and their general appropriateness for historic Main Street areas.

### Primary Materials

*Brick and Stone Masonry* – Always use a mason who is versed in historic masonry techniques and uses appropriate mortar mixes. Do not sandblast, as it damages the surface of existing masonry. Maintain paint where applied, but do not paint masonry that has never been painted, as it damages the surface of the brick and can even trap moisture within the wall. Never install brick or stone veneer over historic masonry. The application of these materials over existing materials is a band-aid approach which ignores underlying problems with the building and can even damage the building by trapping moisture underneath. Follow all guidance on masonry in Preservation Briefs [1](#) and [2](#).

*Terra Cotta* – Terra cotta is often seen as cladding on the exterior of buildings and as decorative cornices. See [Preservation Brief 7](#) for more information on Historic Glazed Architectural Terra Cotta.

### Secondary Materials

*Cast Stone* – Cast stone can be a historic material and can also be considered in limited quantities as a replacement material when there is difficulty sourcing appropriate in-kind materials. It is not appropriate to apply cast stone or faux stone veneers over historic materials – such as brick masonry – on a building exterior. See [Preservation Brief 42](#) for more information.

*Ceramic or Porcelain Tile* – Generally seen on storefront bulkheads and exterior flooring in the recessed section of storefronts. Historic ceramic or porcelain tile is also commonly used for interior flooring. Retain where possible. If individual tiles are cracked or missing, replace with pieces that match the original. Ensure a smooth walking surface for floor tiles to maintain safety and accessibility.



*Mortar should be the sacrificial element in masonry; mortar that is too hard can cause damage to the bricks themselves.*



*Architectural terra cotta is often highly decorative and a significant character-defining feature.*



*Historic ceramic mosaic tile inlay on entry flooring creates a distinct first impression.*

**Concrete Block** – Concrete block is typically used as a structural material or backup wall and is not generally appropriate as an exposed material on the exterior or interior of a building in a historic district. However, painted concrete block exteriors may be appropriate for mid-century building styles.

*Precast or Cast-in-Place Concrete* – Concrete is appropriate for use in landscape and streetscape designs, as a ground surface for exterior ramps and stairs, and as a building curb in a storefront. Do not use exposed concrete as a major building element – use cast stone instead of concrete for architectural features such as window hoods and columns.

*Fabric* – Outdoor, UV-rated canvas fabric is the preferred material for awnings on downtown buildings. Use quality materials and maintain regularly to avoid fading and tearing.

*Glass* – Glass is a huge part of historic appearance and can be found in storefronts, transoms, upper story windows, skylights and doors. Replace glass elements with the same transparency/opacity, texture and tint/color. Glass block is appropriate when part of a historic design but should not be added to buildings where they did not exist historically, especially as infill to historic window or door openings.

*Cast Metal, Preformed Metal and Metal Flashing* – Keep exterior metal, such as metal cornice elements, handrails and guardrails, and parapet copings finished to avoid rusting and sealed to avoid water infiltration. Retain interior metal tile ceilings where possible and replace missing or damaged pieces with those that match the historic pattern. In general, limit the use of large-format metal panels for new construction within a historic district and do not install new panels over existing commercial buildings where none have existed prior. Historically significant slipcovers should be retained as appropriate for the district and building.

*Metal Storefronts and Sash* – Metal frames for windows and doors are appropriate but should be sensitive to the historic configuration and scale (width and depth of frames) if used. Historic metal windows should be restored when possible.



*Prism glass was often used in transoms to direct light further into deep traditional commercial buildings.*



*Restoration of historic tin ceilings can create a unique focal point for interior spaces.*

*Structural Metal* – Structural steel or cast iron can be exposed in lintels and other historic elements. Take care to keep exterior structural metals protected from corrosion by paint or other appropriate coatings.

*Structural Glass Panels* – Vitrolite structural glass panels were added to many facades in the 1920s and 30s to add a modern look. We recommend these storefronts be retained as examples of modern design. Structural glass panels should not be added to buildings where they have never been previously.



*The historic structural columns and lintel were utilized with new wood elements in the restoration of this storefront.*



*Structural glass panels and thin aluminum frames are character-defining features of this modern-style storefront.*



*Many wood windows can be rehabilitated by repairing wood sashes, replacing glazing, and installing new putty.*

**Stucco/Plaster** – Stucco is a historic exterior material that can also be appropriate for compatible infill or new construction buildings. Plaster is appropriate as an interior wall or ceiling material. However, it should not be installed over existing materials that were designed to be exposed, such as metal ceilings and some structural brick walls.

**Wood** – In general, projects involving wood for architectural elements such as decorative cornices, columns, windows and storefronts, are straightforward and can yield excellent results when properly maintained. Most types of wood must be painted or stained often to protect them from rotting due to weather exposure. Minor repairs can be accomplished by using wood consolidant or epoxies. Moderate repairs can be achieved by cutting out a rotten piece, splicing new wood in and repainting. If too much of a wood element is damaged to be repaired through either of those methods, then replacement of the element in whole can be considered. Replacement pieces should be fabricated to match the original profile of the piece to be replaced. Wood with exposed grain or natural finishes should be of the same or similar wood species.



*Widespread use of stucco contributes to the distinctive streamlined character of this theater.*

## Generally Inappropriate

*Exterior Insulation Finishing Systems (EIFS)* – Be careful of using products like EIFS on historic buildings, which if not properly detailed or installed, can cause water to enter the assembly and become trapped behind the walls. This can potentially damage the structural components of the wall and/or become a health concern.

*Vinyl* – Vinyl siding is generally not compatible with downtown districts and should not be applied over historic building materials. Also be aware of existing vinyl products in a building like Vinyl Asbestos Tile (VAT), which is hazardous when cracked or “friable.” When VAT is friable, asbestos particles can be released into the air and breathed in. Removal requires abatement or remediation by a specialist. Do not attempt to undergo any projects in an area containing hazardous materials without a certified professional.

*Standing Seam Metal Roofing and Siding* – Standing seam metal roofing is generally not appropriate for historic commercial buildings in Iowa. As mentioned earlier, metal is appropriate for copings, flashings and crickets, but should not be used as a siding material.

*Residential type wood siding, shingles, or shakes* - In most cases, avoid the use of vertical or horizontal wood or similar composite siding material. Wood shingle awnings are often added after the period of significance for the Main Street district and are not appropriate.

For more guidance on replacement materials, please refer to [Preservation Brief 16](#).



*Vinyl siding creates a residential appearance and should not be used as infill or primary material on downtown buildings.*

# COLOR SCHEMES

A building's color scheme should be carefully considered for appropriateness and impact.

- Look at neighboring buildings and the street as a whole when choosing colors. Colors don't need to match your neighbors, but should be compatible with the overall environment and not be jarring when looking down the street.
- In general, bright or neon hues are not appropriate for historic buildings. Bright hues may be used in some districts depending on neighboring buildings and district identity.
- Use 3-4 colors max (including the base brick color) to sufficiently highlight the façade details.
- Coordinate with awnings and existing brick or stone color.
- Colors specific to individual businesses can be used as accents or in signage.

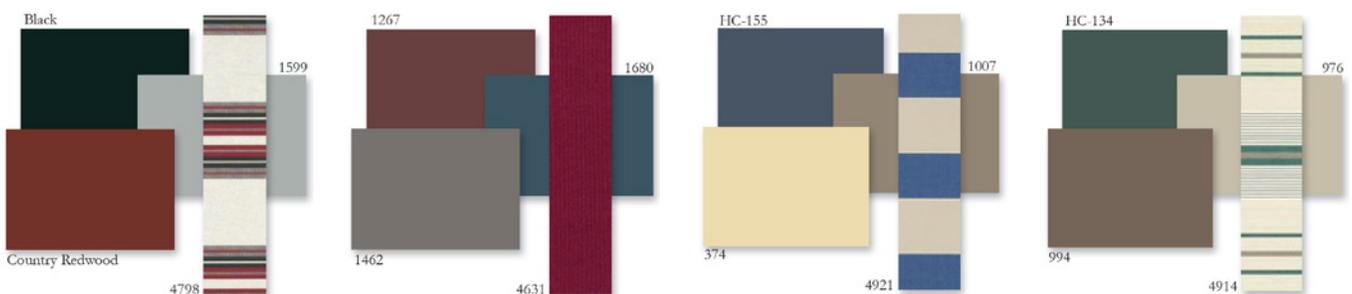
Remember these things when undergoing a painting project:

- Do not paint a portion of a building that has not been painted historically. In particular, do not paint historic masonry, as it can damage the surface of the brick.
- Always choose compatible exterior-rated paint for exterior areas. For example, latex paint is not recommended over oil because it will have poor adhesion qualities and therefore be more likely to fail. The paint manufacturer can verify compatibility of the substrate for you.



*A coordinated color palette compliments the existing brick color and highlights architectural details.*

- Make sure the area is dry and clean prior to painting for good adhesion and to assure that moisture does not get trapped behind the paint. Avoid removing paint prior to application of a new layer. If paint has failed and conditions warrant, remove the paint to the next sound layer through the gentlest means possible.
- Always protect adjacent areas before painting to ensure that no historic materials are damaged as a part of a painting project.
- Always paint a sample of colors in a small, inconspicuous place before painting a large area. Colors can appear different according to base coats, sheen (flat to high gloss), natural and artificial light levels, and texture of the substrate.
- See [Preservation Brief 10](#) for further guidance on exterior paint and [Preservation Brief 28](#) for guidance on painting historic interiors.



*Examples of complimentary awning and paint schemes for downtown buildings.*

## STOREFRONTS

Storefronts are one of the most – if not the most – important element of a commercial downtown building. This is because storefronts are a “box for selling.” They are a chance to showcase a business and its products, whether retail items for sale, services, or food and beverage. Storefronts also tend to be one of the most commonly altered features of a commercial building over time. Accordingly, storefronts are likely to be involved in the majority of building improvement projects within your Main Street district.

Good storefronts:

- Blur the line between the sidewalk and store interior
- Lure customers in by quickly communicating goods on display
- Provide natural light to interiors and merchandise
- Enhance the rhythm and appearance of the streetscape
- Allow the community to showcase their unique assets and characteristics
- Create a welcoming and well-organized appearance that fosters support for the downtown community as a whole

Understanding the anatomy and elements of a storefront can go a long way in determining appropriate treatment.

- **Opening** – The storefront opening is defined by the lower or storefront cornice, piers or columns, and a curb or the sidewalk. Storefronts were historically designed to fill this entire area and were typically slightly recessed into the opening.
- **Transoms** – Most historic commercial buildings were designed with transom windows above the primary display windows.
- **Display windows** – Large display windows are the primary elements of the storefront. Clear glass should be used to allow for easy viewing of merchandise display and the interior space.
- **Bulkhead** – The bulkhead, or kickplate, raises the storefront off the ground and protects the glass from damage due to snow shoveling, etc. Traditional materials include wood, brick, stone, or wood clad with ceramic tile. Metal panels became popular in assemblies from the 1920s and 1930s.

- **Entrance doors** – Primary entrance doors with glass contribute to the sense of transition from the street to the interior and create a commercial appearance. The primary entrance is recessed in many cases to provide protection from weather while the customer is entering or leaving the store. A recess also highlights where to enter and allows plenty of room for the door to swing out for safe egress.

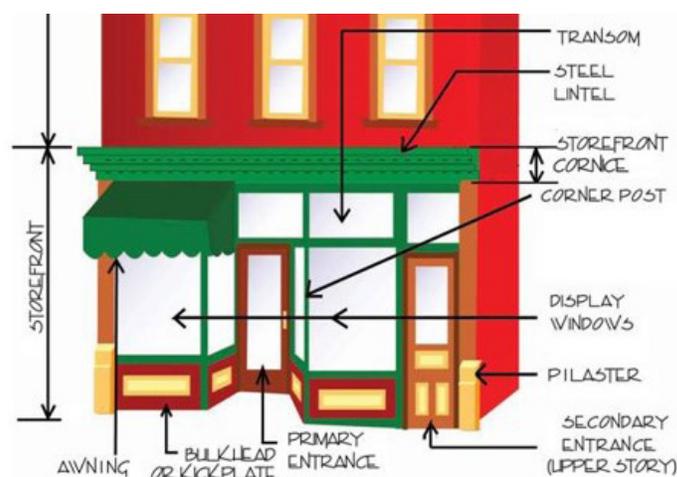


Diagram showing traditional storefront elements.



This reconstructed wood storefront contains traditional elements, highlighted by a three-tone color scheme.

Guidelines for making storefront improvements:

- Retain and repair historic storefront materials and details when possible.
- When rebuilding traditional storefronts, base the configuration and details on historic photographs and physical evidence. Look for physical clues inside the building like shadows or footprints of original recesses. Sometimes original layouts can be determined by “ghost” prints along the ceiling and in the basement. Occasionally, original elements such as transoms or decorative cast iron columns exist behind the alterations.
- Use traditional elements and layouts in new storefront design. New designs should be simple and straightforward – do not add ornate decorations if there is no evidence to support it.
- Traditional materials are preferred for newly constructed storefronts. Wood storefronts can be constructed with simple framing; kickplates and decorative bulkheads can be as simple as a plywood sheet with a 1 x 6 lumber frame. Moldings or bevels can be added if a more ornate bulkhead pattern is visible in the historic photographs. Wood storefronts should be painted.
- Retain or restore the size of the original storefront opening. Do not enlarge the storefront beyond the original opening defined by the cornice and columns, reduce the storefront size, or infill it with bricks or other materials.



*Operable transoms are integrated into this reconstructed storefront for added light and ventilation.*



*New storefront window frames are constructed between historic cast iron columns.*



*This intact historic storefront features a stepped recessed entry, bulkhead tile, and thin metal window frames.*

- Use large expanses of clear glass if replacing storefront glazing. Do not use tinted or mirrored glass or apply opaque film over storefronts.\* Consider using insulated glass for better performance, while still retaining the traditional configuration and wood frame.
- Entrance doors should have a large glazing opening to provide a welcoming, commercial storefront appearance. Do not use residential style doors, or doors without glazing openings. Avoid having the door swing out to the sidewalk.

*\*Vacant commercial spaces are an exception. Film or paper graphics can be temporarily applied to the windows to activate empty spaces and even advertise spaces available for lease.*

- Improve access to main entrances. Remove steps and barriers to entry in favor of ramped or sloped entries when feasible. Install hardware that enables the door(s) to be opened independently by a person regardless of their ability to clasp. Provide adequate maneuvering clearance around doors to allow persons in wheelchairs to be able to open the door independently. Where main entry improvements are not readily achievable, consider alternate entries and access paths at side or rear doors.
- Design of new handrails or accessibility features for entrances should be simple and not detract from the historic character-defining features of the building.
- Secondary entrances shall be differentiated from the primary entrances. Doors to upper story apartments should generally have smaller areas of glazing.
- Install air conditioners, antennas, utilities connections, etc. on secondary facades whenever possible and disguise them when their installation on the primary façade or street side cannot be avoided.
- See [Preservation Brief 11](#) for more guidance on rehabilitating historic storefronts.



*These display windows fill the full height of the original storefront opening in this reconstructed storefront.*



*This storefront features arched openings and divided light windows, reflective of the late 1800s architecture.*

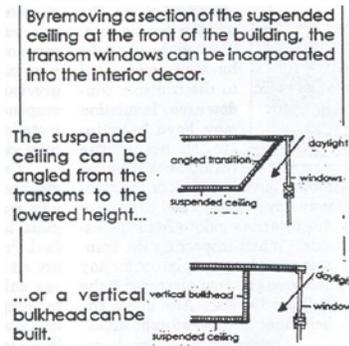


*This historic storefront alteration has good integrity and has gained its own significance over time.*

## TRANSOMS

Transom windows, located in the upper portion of the storefront above the large display windows, allowed natural light to penetrate the interior of long and narrow downtown commercial spaces. In some cases, transoms were also operable to control the interior climate of the non-conditioned spaces.

- Transoms can have clear, opaque, frosted, etched, textured, stained or other specialty glass. “Leaded” transoms can also have small 4” square glazing tiles. In modern projects, alternate materials may be used instead of lead, although the appearance should be the same.
- It is common for transoms to have been covered over at some time, often when drop ceilings were installed on the interior or if transoms were damaged. In some cases, transoms were left fully intact behind the siding or other covering and should be uncovered and restored. In other cases, the frames may be partially intact and glazing may just have to be replaced. You can often investigate by looking on the interior side of the window; you may have to push up ceiling tiles or infill paneling to access the transom band.
- If drop ceilings were installed on the interior, removal is recommended when transoms are restored. Sometimes retaining a dropped ceiling may be desired to conceal mechanical, electrical, or plumbing systems. If this is the case, consider removing a section of the drop ceiling closest to the transom so that light can still shine in.
- If energy efficiency of single-panel transom windows is a concern, transom windows can be made more energy efficient by installing a layer of additional glazing, most commonly on the interior of the building. If this is done, frames should be made as inconspicuous as possible.
- If transom restoration is not feasible, a compatible sign panel may be an acceptable alternative. Awnings may also be installed to disguise areas where transoms have been infilled or removed over time.



*Section details of drop ceiling alterations to accommodate transom window restoration.*



*These prism glass transom windows maximize natural light and enhance the interior space.*



*Restoring transom window openings is a key element in constructing a historically compatible storefront.*



*Historic transoms are sometimes highly decorative and can contain historic business signage or building names.*

## SIGNAGE

Good signage has an important influence on the way consumers perceive downtown and its businesses. Easy to read, well-designed and high-quality signs contribute to an overall welcoming feeling in the downtown area and call attention to your individual business. An effective sign not only communicates the location of your business, but also conveys the “flavor” of an individual business while complementing the building’s design.

Good signs are:

- Easy to read
- Well-designed
- Made from high quality materials
- Exhibit good craftsmanship
- Reflect the business’s brand, personality and identity
- Compliments the building’s design and the surrounding environment



*Projecting signage with external lighting adds business visibility and vibrancy to the pedestrian realm.*



*Historic ghost signs can be found on the sides of many buildings and serve as a reminder of a downtown's past.*

Recommended types of signs:

- **Historic signs** should be retained when possible.
- **Wall murals or ghost signs** on the sides of blocks should be preserved or restored.
- **Projecting, hanging, or blade signs** should be designed in accordance with local codes if applicable. These types of signs should be mounted at least seven feet from the sidewalk to allow clearance for people to walk underneath.
- **Window signs.** Be careful that signs do not obscure window displays. As a general rule of thumb, signs should take up no more than 30% of the window area.
- **Flush-mounted signs** should be contained to the width of the storefront opening and should not be more than two and a half feet tall. Lettering should be between 8 inches (can be read from 250 feet away) and 18 inches tall (12 inch letters can be read from 400 feet) and occupy no more than 65% of the sign board.
- **Awning signs** can be printed on the valance for a more traditional look or integrated as large-scale graphics on the body of the awning.
- **Individual letter signage.** Often referred to as dimensional letter signs, each letter is individually mounted to the building, generally above the storefront. They can either be mounted directly to the wall or installed with stand-offs or pins for added depth.



Historic neon signage can be retained and restored or retrofitted to reflect new businesses.

Avoid:

- **Electronic signs** are generally not recommended but can be used for theater marquees in some cases.
- **Flashing signs** are not recommended.
- **Oversized signs.** Design signs to complement the building in size, shape and color. They should not compete with or obscure building features.
- **Internally lit signs** are generally not appropriate because they are typically hard to customize, are the wrong scale for historic buildings and can appear thrown onto the building.



Simple projecting or blade signs are encouraged in pedestrian-oriented downtown settings and increase business visibility.



Updates retain the historic character of the original marquee signage, while improving modern usability.

Occasional use:

- **Sandwich board signs** are effective when utilized to notify customers of restaurant specials or sales. Place signs in locations that will not impede traffic flow or become a safety issue. Note that these signs are typically only out when the business is open and are taken down at night.
- **Freestanding signs** are not common in main street districts, as most buildings have a zero-lot line, and therefore, no space in front of a building for one.
- **Historic neon signs** can be significant to the building's design and should be retained and preserved. New neon signage can be incorporated successfully if at an appropriate scale for the building.



This individually mounted letter signage fits well within the storefront cornice and contributes to a traditional, elegant look.

### Additional Guidelines for sign projects:

- Follow any local ordinances regarding allowable sign type, size and location.
- Keep signs simple, straightforward and to the point. In general, limit the colors in your logos to three.
- Mount signs into mortar joints – never drill into brick, stone, or other masonry units.
- Coordinate signage at multiple scales when appropriate. Large signage on the façade is more visible from a distance, while smaller signage on windows and doors appeals more to pedestrians.
- Consider the contrast of lettering and logos. White letters on a black background tend to be the most legible. When using individual letter signage, choose light colored letters for dark walls and dark letters for a light building. Window letters are easiest to read when they are light colored, or gold leafed with a dark outline.
- Install building street numbers by the front door or in transom openings above the entrance.
- Locate signage for second-story businesses on the first floor and next to the path leading up to the second floor. Avoid placing signs above upper story windows, as this is inappropriate in most cases.
- Consider external illumination so signs can be read at night. See the lighting section for more information.



*This integrated canopy signage is a character-defining feature of this mid-century building.*



*Contrast is important for visibility of storefront window signage. Simple white letters and graphics are highly effective.*



*The dimension and shape variation of this flush mounted sign adds visual interest and enhances visibility.*



*This sign disregards the proportion of the sign panel. A horizontal sign within the orange area would be appropriate.*

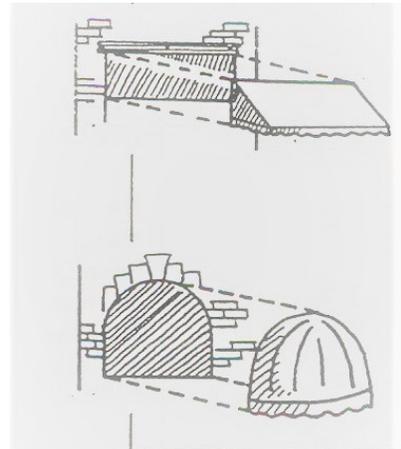
## AWNINGS

Awnings are a relatively inexpensive way to make a big impact on a building's appearance. Awnings can add color and dimension to the sidewalk, disguise missing transoms or previous inappropriate alterations to the upper storefront area, provide sun shading, and act as a venue for business signage.

- Fabric awnings were historically used on commercial Main Street buildings, installed in either an operable or fixed (permanently open) position. In many cases, the underlying structure of a previous awning remains and can be retained and utilized with replacement fabric.
- Awning shapes and sizes should be proportionate to the corresponding building opening. A rectangular opening should have a traditional rectangular awning with a sloped shape while an arched window should have a rounded awning.
- Consider scale of individual awnings and surroundings. Be sure that the awning does not cover too much of the storefront vertically or extend too far over the sidewalk. Awning width should only extend slightly beyond the storefront to allow it to be anchored and should not conceal the columns. Leave at least 8' clear from the bottom of the awning to the sidewalk.
- Use a scalloped or shaped edge on a fabric awning for a more traditional look. A straight edge or no valance at all will create a contemporary feel. Omitting side panels altogether will also create a more contemporary feel.
- The use of metal awnings and canopies on existing buildings should be limited, as they are generally not appropriate for historic commercial buildings. However, metal awnings or straight canopies can be appropriate for more modern building styles and compatible new construction.
- Use multiple awnings to break up a façade. Awnings should not extend over multiple store fronts.



*This operable awning allows shade when needed but can also be raised to reveal the transom windows.*



*Awnings should match the size and shape of its corresponding opening. Image: National Trust's Building Improvement File.*



*A fabric awning with a scalloped valance provides a traditional look and compliments the building's color scheme.*

- In some cases, awnings on upper windows may be effective and appropriate for covering window openings which have been infilled on the top and cannot be replaced with full-height windows, or to provide sun shading for upper story occupants. Do not install upper story awnings that would obscure ornate window hoods or lintel detailing.
- Coordinate awning colors with the overall color scheme for the building, which can include obvious things such as signage and more subtle sources such as flecks of color in masonry. Balance strong and detailed graphic signs with a solid awning or simple signage designs with a bolder striped awning.
- Awnings should be well maintained and cleaned regularly to remove natural soiling.



*This contemporary awning fits well with the building and business.*



*Individual upper story window awnings provide sun shading and coordinate with the storefront awning.*



*Awnings should fit within individual storefront openings.*



*Continuous awnings fixed across multiple storefronts are inappropriate.*



*Flat metal canopies may be appropriate for specific building types.*

## LIGHTING

Lighting can illuminate signage and increase legibility at night, create a design feature during the day, and even highlight certain building features. Good lighting adds to the downtown ambiance during evening hours and provides a sense of safety and security.

- Keep light fixtures and schemes simple to avoid overwhelming the building.
- Be deliberate with what you are trying to illuminate and direct lights accordingly. Use up-lighting when highlighting architectural features.
- Gooseneck lights are an excellent way to incorporate external lighting for signage and add an architectural element to the storefront. They can be mounted above individual letter signage, a sign panel and/or an awning.
- Use can lights or small pendant or flush mounted lights in the ceiling area of storefront recesses or canopies to highlight an entrance and increase safety.
- Install any light fixture anchors into mortar joints to avoid damaging masonry units.
- Storefront merchandise and display windows should be lit from the inside, with lighting directed on the display. Windows and storefronts should be lit during evening hours to maintain pedestrian interest and add to district safety and ambiance.
- Avoid rope lights or strings of exposed bulbs in storefront windows. However, string lights are appropriate for open public spaces and can be strung between buildings in an alley as a design feature.



*Effective building lighting combines internal storefront lighting and external illumination of architectural features.*

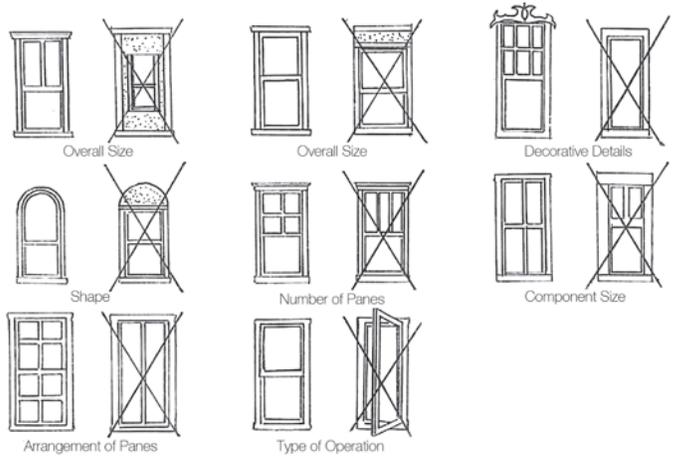


*Gooseneck lighting is a great way to provide signage illumination and increase curb appeal.*

## UPPER STORY WINDOWS

The fenestration (or window opening) pattern has a huge impact on the overall appearance and rhythm of a façade. Windows themselves are also major character-defining features.

- Always prioritize the repair and restoration of existing historic windows.
- If the windows must be replaced due to extremely poor condition, replace them with windows in the same type and configuration. For instance, if the original windows were single hung windows, replace them with single hung. Divided light windows should be kept as divided lights.
- When windows have been altered, look at historic photographs and neighboring buildings for guidance on style and size of appropriate replacement windows.
- Retain the original size of an opening and fill the entire width and height of the opening with glazing when replacements are necessary. Do not block in with masonry or infill any part of an opening with plywood. Do not enlarge openings.
- Use traditional materials for repairs and replacements when possible.
- Concern for energy-efficiency is often cited as a reason to want to replace historic windows. However, installing interior or exterior storm windows can greatly improve efficiency while keeping the historic fabric and appearance intact. Just adding weather stripping or caulking can also make a big difference. When considering replacement, remember that most new windows cannot be repaired or even recycled, and will eventually end up in landfills. Not only can historic windows be recycled but repairing them saves the embodied energy of a new window.



*Common window replacement pitfalls to avoid. Image: National Trust Building Improvement file.*

- When windows must be replaced, install operable windows to provide natural ventilation and passively control temperature, saving energy costs. In addition, operable windows can contribute to safety by providing another means of emergency egress and rescue access.
- Keep windows well maintained and paint exposed wood trim to protect from the elements and tie into the overall building color scheme.
- For more guidance, see [Preservation Briefs 9](#) and [13](#).



*Infilled or reduced window openings are not appropriate.*



*Appropriate window replacements fill the entire opening.*

## CORNICES

Cornices are the visual cap at the top of a building and are instrumental in a building's historic appearance. They come in many shapes and sizes and in most Main Street communities, set buildings apart from each other by their unique expressions. For this reason, it is important to treat them appropriately during building projects.

- Retain and repair existing cornice materials.
- When part or all of a cornice must be replaced, replace in kind with traditional materials when possible. Cornices are often made of brick, stone, or terra cotta, but sometimes have painted wood or metal-covered wood elements. Fiberglass or other lightweight synthetic materials may be an appropriate alternative material when necessary.
- Replacement pieces should be fabricated to match the original profile of the piece being replaced.

- Repoint masonry cornices and repaint wood or metal cornices frequently to avoid deterioration. If cornices are not maintained, they can negatively affect appearance, cause moisture to come into the building and can create safety concerns for pedestrians when elements fall to the sidewalk.
- When new roofs are installed, make sure the coping, drip edge, or other detailing if applicable, is inconspicuous. Do not remove ornamental pieces on cornices or cover over them. Do not raise the parapet or build up the roof behind it. Do not change the roof style. For example, do not install a mansard-style roof where one never existed or install a pitched roof where a "flat" roof was historically.
- Where cornices are missing, use historic photographs or physical evidence as a guide for reproduction. Do not add overly elaborate or decorative cornice elements where they did not exist historically. When in doubt, simpler is best.



*Wood cornices are often painted to highlight elaborate details.*



*Metal cornices should be painted, and missing or damaged pieces should be repaired.*

## INTERIORS

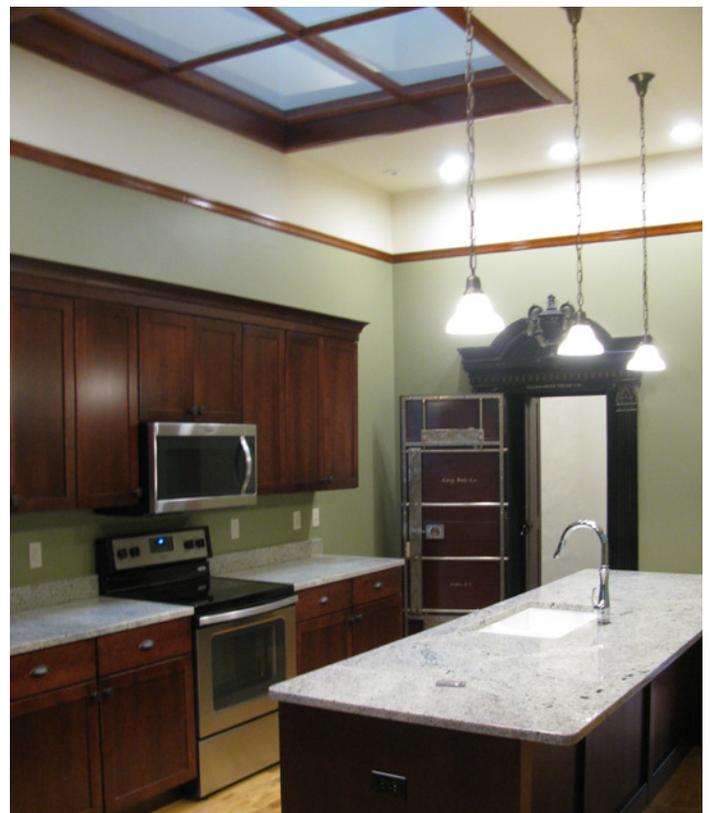
It is common for the interiors of Main Street buildings to be adapted often according to trends, business changes and use. However, many historic commercial interiors have core features that can transcend use and should be retained.

- Keep existing historic materials and features that remain intact such as metal ceilings and exposed brick walls. Historic ceilings are often intact but hidden behind drop ceilings; remove drop ceilings to restore the original height of a space when possible.
- Retain the volumes of primary spaces where possible to keep the overall feeling and character; avoid subdividing large open spaces. When walls need to be added, consider partial-height walls to section off areas with double-height or tall ceilings. Do not add floors in double-height spaces.
- Retain original wood floors if possible. Often, wood floors remain under other layers of flooring and refinishing can yield good results.
- In upper story spaces, partition walls (non-structural) can usually be altered when necessary to accommodate a new use without major adverse effects. For example, walls often need to be removed to create larger spaces for modern-sized toilet rooms. However, retain character-defining features such as stairs, railings, arches and original trim when possible.



*Restored metal ceilings and tile floors add to the ambiance of this downtown bar and restaurant.*

- Plan new partition walls, equipment and built-in furniture with existing window and door openings in mind. Do not cover existing openings, especially those on primary facades.
- Retain skylights where feasible and restore infilled skylights when possible. Historic commercial buildings are often long and narrow, so skylights can provide much needed natural light to interior rooms.
- For upper story living spaces, each bedroom must have at least one operable window to the outside. Depending on your local code and specific building, you may also be required to add a door to access a roof or stairway, or for egress purposes. New openings may have to be created to make upper story housing feasible. However, layouts maximizing the existing openings are preferred when possible. Base the size, rhythm and alignment of any new openings with those of the existing openings. Locate new windows in non-prominent locations on secondary and tertiary facades.



*The historic skylight and vault were retained as unique features for this upper story living space.*

**PART FIVE**  
MANAGING  
CHANGE

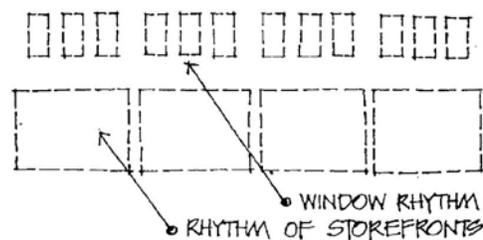
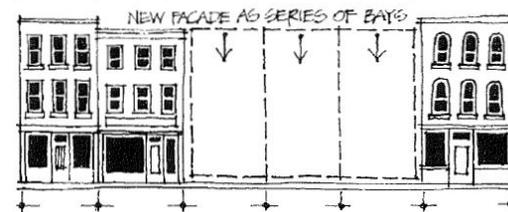
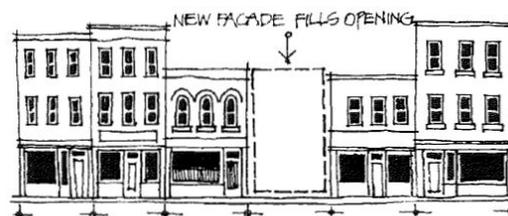
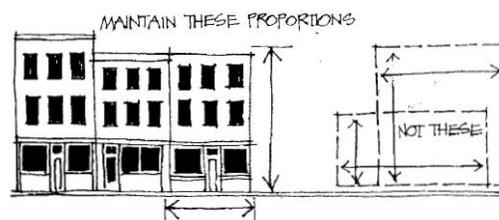
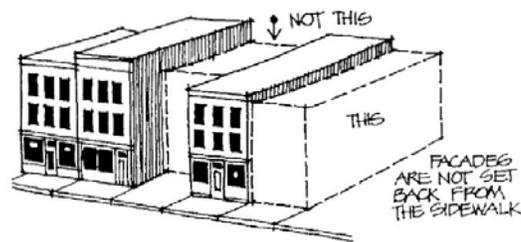
# MANAGING CHANGE

New development is a sign of a healthy community and district, but it generally does not come without growing pains. Not all development is appropriate for historic commercial districts; thinking proactively about managing change can help ensure compatible uses, design and scale when potential development situations arise. This section can serve as a starting point for managing change and growth, and the strategies shown here should be tailored to your unique circumstances and assets.

## MASTER PLANNING

Master plans are typically created for an entire community and contain segments devoted to the Main Street district and historic assets. A master plan is typically produced every 5-20 years by a municipal planning commission or a task force of citizens working with a planning consultant. Main Street executive directors and boards should serve a major advisory role, either by joining a task force if one exists, or by acting as a technical advisor in conjunction with the municipality. The master planning process normally follows this progression:

1. **Discovery period** – the process of researching history, assessing current physical and market conditions and gaps, taking inventory of properties (see vacant and underutilized property section).
2. **Visioning** – engage community stakeholders through public meetings, and surveys. Main street leaders should ask current business owners questions, listen to the community at large, and then communicate those wishes to the document creators.
3. **Scenario exploration** – predict future development pressures based on the first two steps and imagine how they could impact existing properties and infrastructure. Identify issues that may occur.
4. **Compiling** – take the information gained and define goals.
5. **Production** – writing the draft of the report.
6. **Feedback/revision** – public comment time period and revision based on feedback.
7. **Publish/enact** – final document is codified or adopted by the municipal planning officials or other city enforcement entity.



*Design considerations for infill in historic districts. Image: National Trust Building Improvement File.*

Something to keep in mind during the master planning process is how to implement the portions of the master plan that directly apply to your district. Zoning overlay districts can be created with the same boundaries as your downtown district to define permitted uses that are in line with the overall goals of Main Street and lay out procedures for design review. Likewise, local historic district designations can be tied to form-based codes. Historic district design guidelines can also live in their own document that is then referenced in an ordinance.

Design review and guideline enforcement can also be triggered as a requirement for all properties that accept municipal grant funding or take part in subsidized loan programs. Regardless of the methodology or terminology used, these tools can help give your plans “teeth” or means of actual enforcement. Advocating for these types of processes will help the local grant and design review boards make – and back up – decisions on individual cases in the future. Similarly, always make sure that the standards in place do not discourage types of development that you want to encourage in your district – such as light manufacturing for breweries or bakery production.



*This example of compatible new construction divides the facade into multiple storefronts, maintains proportions similar to other downtown buildings, and utilizes quality, traditional materials.*

## VACANT AND UNDERUTILIZED PROPERTIES

Most downtown commercial districts have at least one building that is either vacant or underutilized, and most have several. The downsides to completely vacant buildings are obvious – they can reduce the value of surrounding properties, increase crime, increase the probability of a fire on that block, and reduce the tax base for local governments. The downsides to underutilized buildings may not be as obvious. But they can still contribute to the same problems, and in addition, negatively impact value that is harder to directly measure – additional street traffic to businesses, consumers from residential properties, eyes on the street at night, the loss of a service from a professional office, etc.

The first step is identifying these properties. Common types of underutilized properties that could be overlooked include:

- Absentee building owner (perhaps living out of state) lets it sit empty.
- Lower story occupied by business but upper story vacant.
- Property's upper story (or all of it) is used by owner as storage instead of an income-producing use.
- Lower story is occupied as a residence.
- Upper story housing is rundown, and no attempt has been made to occupy or improve it.
- Building has suffered from deferred maintenance, or is not up-to-code, and it is now cost-prohibitive to redevelop it (e.g., structural problems with masonry or a roof failure have caused interior damage).

These are some steps you can take:

- Activate vacant buildings with temporary things such as pop-up shops in storefronts, mobile museums, idea contests. Put historic photographs or creative window displays in empty storefront windows.
- Identify historic assets in danger and nominate them to be on Iowa's [Most Endangered Properties list](#) run by Preservation Iowa. This program provides excellent visibility for preservation advocates and opens the door for opportunities for redevelopment.
- Work with the local municipality to enact tools like a vacant building registry and/or a minimum maintenance ordinance. Once such tools are on the books, make sure you are enforcing nuisance properties.
- Require active uses on the lower levels and make ordinances that prohibit residences in street-facing spaces on the main level.
- Audit your zoning to ensure that prohibitive zoning does not contribute to your vacant or underutilized building problem. Make sure uses you want are allowed and that parking requirements are realistic.
- Encourage upper story housing and upper story office use.
- Promote small-scale manufacturing with retail/dining spaces such as bakeries and breweries.
- Sometimes properties need some work to get to a reasonable “white box” condition. Consider local partnerships and funding sources to address structural issues, deferred maintenance needs, or out-of-date infrastructure to make a property more feasible and marketable for new business opportunities.

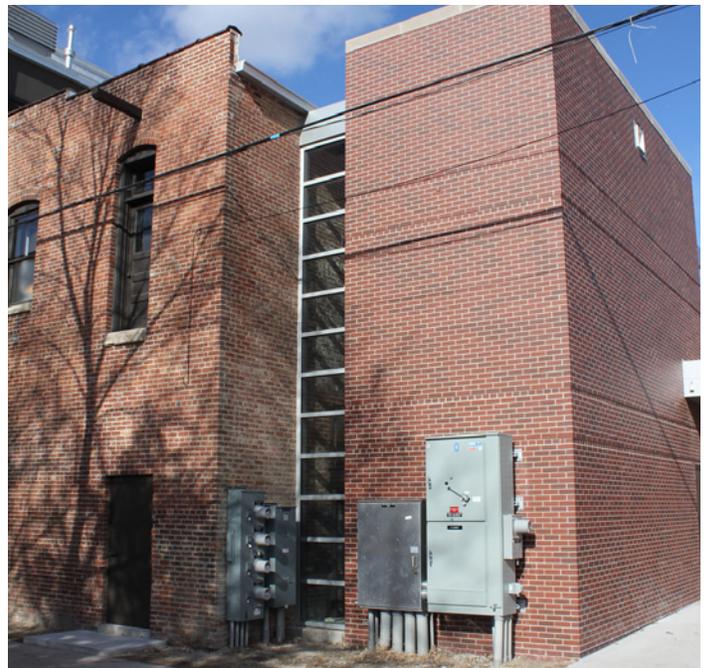
## NEW CONSTRUCTION

While Main Street design prioritizes maintenance and rehabilitation of existing historic buildings, appropriate new or infill construction can be an important part of local district revitalization and expansion efforts. Demolishing existing buildings is rarely recommended downtown, but infill construction can sometimes be necessary on sites where historic buildings have been lost over time, leaving empty lots or “missing teeth” in a downtown block, or when opportunities for expansion exist on district edges. Consider the following for appropriate infill and new construction for commercial and mixed-use downtown buildings:

- Distinguish new construction from historic structures.
- Do not imitate historic styles. Use of historic features may create a false sense of history.
- Use building materials that are compatible or similar to those traditionally used within the district.
- Roof lines should be hidden by parapets, like the traditional commercial buildings.
- Building setbacks should be the same as the rest of the street.
- The primary building elevation should be parallel to the street.
- Building heights and stories should be similar to the surrounding buildings. Generally, this would mean new construction should be “low rise,” between one and four stories in height.
- Building widths should be standard throughout the district. Do not infill an existing alley.
- Consider the rhythm of window and door openings present on the existing storefronts on the block and design to fit within this rhythm.
- Design mechanical and HVAC equipment so that it is not visible from the street. Likewise, orient service areas such as garbage cans, service entrances, and other utilities away from the storefront and main façade when possible.
- Keep design at human scale.
- All street-level stories should be designed and used for commercial purposes. We recommend upper levels be used for upper story housing.



*This new construction utilizes traditional materials and building elements.*

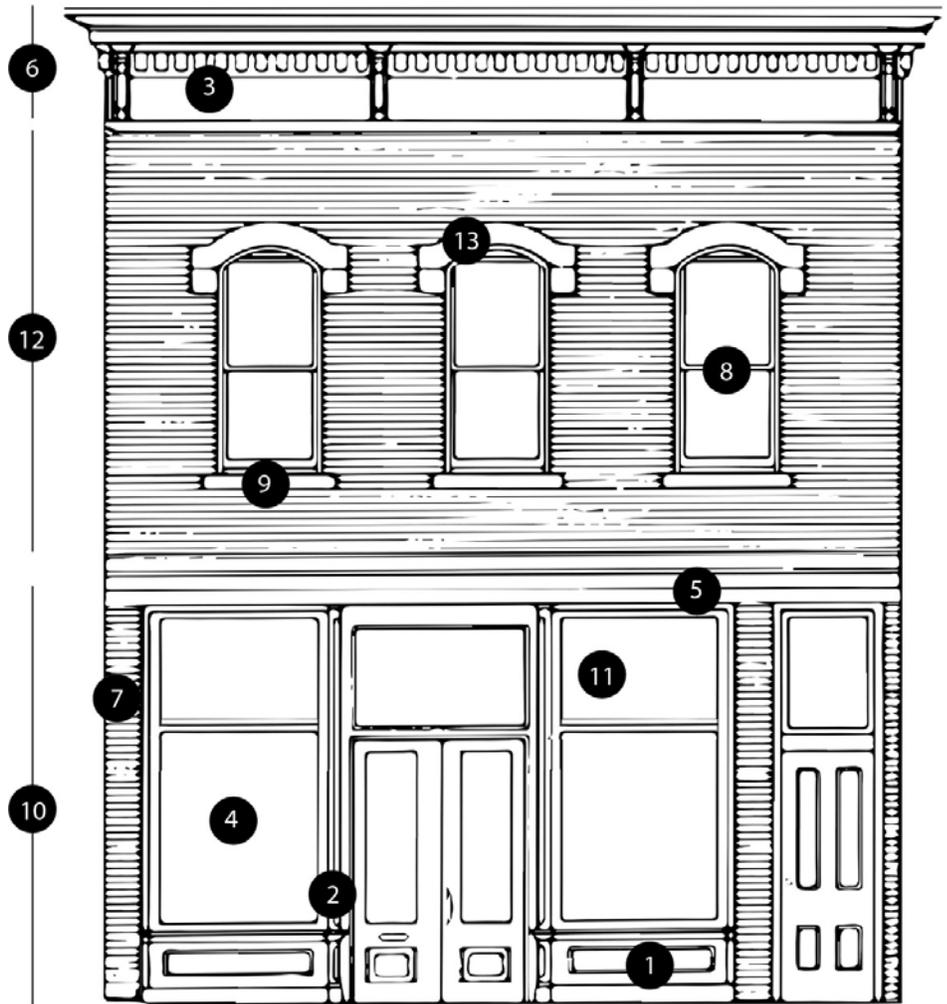


*A glass hyphen joins this rear elevator addition to the original building, and distinguishes it from the historic construction.*

# APPENDICES

# GLOSSARY

1. **Bulkhead** – The area on the storefront between the sidewalk and display windows. Typically made of wood, tile or metal.
2. **Column** – A vertical element that supports part of a building or structure.
3. **Cornice** – The projecting, decorative molding forming the top band of a building wall. May also appear at the storefront level.
4. **Display Window** – The main areas of clear glass on a storefront behind which goods are arranged.
5. **Lintel** – A structural beam spanning over a door, window or storefront system opening.
6. **Parapet** – A low solid stone or brick wall at the top of a building projecting above the roof.
7. **Pier** – An upright support; generally masonry on each side of a storefront opening.
8. **Sash** – Operable part of a window frame that holds the glazing.
9. **Sill** – The horizontal member at the base of a window.
10. **Storefront** – The ground-level façade of a commercial space, typically with large areas of glass and a recessed entrance.
11. **Transom Window** – Glazed opening above a door or window; may be clear or patterned, one large pane or divided into multiple panes.
12. **Upper Floors** – Floors above the retail ground floor; typically non-retail volume. Most multistory Main Street buildings are between 2 and 4 floors.
13. **Window Hood** – Projecting element over a window or exterior wall opening.



# MAKING IMPROVEMENTS

Every downtown building will have different needs depending on its architectural character, existing condition and use. Some building improvement projects might consist of small-scale cosmetic improvements, while others may require full scale building rehabilitation. Project planning and an understanding of individual building needs is critical to a project's success.

## MSI DESIGN CONSULTATION

Main Street Design Assistance is available for projects located within designated Main Street Iowa districts. This service is a benefit of the Main Street network and is available at no cost to local property owners. Design and building rehab specialists can provide on-site or virtual technical assistance and provide recommendations on project planning, historic preservation practices and maintenance needs, and develop conceptual design drawings to help visualize building improvements.

## SMALL-SCALE IMPROVEMENTS

Many small-scale improvements, repairs and maintenance needs can be completed by hands-on building owners, design committee members or local volunteers. The National Park Service is the standard for guidance on best practices for the preservation of historic properties. Refer to the [Preservation Briefs](#) for in-depth information on various aspects of historic preservation or [search by topic](#) for specific needs. Main Street Iowa has also compiled an online resource folder with guidance on a number of topics related to downtown building care and maintenance.

## PUTTING TOGETHER A PROJECT TEAM

For larger scale projects, hiring an architect experienced in historic property rehabilitation is recommended. An architect can lead property owners through the design and rehabilitation process, and coordinate with additional professionals as needed. Depending on the complexity of the project and scope of work, a structural engineer, historic preservation consultant or specialized craftsman may also be a part of the project team. Keep in mind that historic buildings have different characteristics and needs than new construction; so having a team that is well-versed in historic building preservation and rehabilitation is critical! Consider the below when engaging your project team:

- Consult with the local Main Street office when searching for contractors and design professionals; they may have recommendations based on previous projects done in the district. The broader network of Main Street Iowa communities can also be utilized for recommendations from across the state.
- Preservation Iowa, a statewide historic preservation non-profit, maintains an online [Consultant Directory](#) to help identify preservation consultants, resources and contractors.
- Engage architects that are licensed to practice in the state of Iowa. AIA Iowa has a [directory](#) of licensed members on their website; search for 'Historic Preservation' under services.
- Verify that contractors are licensed and insured and that their work conforms to federal, state and local requirements. Iowa law requires all plumbing and mechanical contractors to be licensed (search [here](#)) and all other contractors to be registered with the Iowa Division of Labor (search [here](#)).
- When selecting your project team, ALWAYS ask for references (and be sure to call them!) and examples of applicable previous work. Ask for a cost estimate in writing and a contract for any work that will be completed.

## CODES & REGULATIONS

Be aware of different codes and regulations that might apply to building projects depending on your local jurisdiction; many historic building rehabilitation projects will require upgrades to enhance the building's safety. Consult with local officials early on to find out what healthy, safety and welfare measures are required, what building codes allow and whether a building permit is required for the scope of work proposed. Zoning regulations might affect permitted uses, allowable signage or parking requirements. Your district might also have local design guidelines that should be followed to encourage appropriate design or a design review process that requires approval before construction begins. Engaging with local officials at the earliest stage of the planning process possible is key to identifying requirements and achievable solutions.

# TOOLS AND RESOURCES

## FUNDING AND FINANCING

There are a variety of funding opportunities available for Main Street Iowa programs and downtown building rehabilitation projects. The below listing represents many, but not all, of the funding tools available for public and private planning, design and rehabilitation projects:

### Local Funding

Consult with your local Main Street or development office regarding local funding opportunities for downtown building projects. Local funding tools might include local Main Street or economic development grant programs, city incentives, revolving loan programs, local bank partners or community foundations grants.

### Main Street Iowa Challenge Grants

Main Street Iowa Challenge Grants are available for brick-and-mortar building projects that contribute to the development of designated Main Street Iowa districts. Challenge Grants support comprehensive building projects that add to the local district economy, incorporate quality design and preservation-based strategies, and support local revitalization efforts.

### Community Catalyst Building Remediation Program

The Community Catalyst Building Remediation Program assists communities with the redevelopment or rehabilitation of buildings to stimulate economic growth or reinvestment in the community.

### Downtown Housing Grant

The Downtown Housing Grant provides financial assistance for projects supporting local downtown revitalization through new and renovated housing opportunities in communities under 30,000.

### Community Development Block Grant Funds (CDBG)

Federal CDBG funds are administered through the Iowa Economic Development Authority (IEDA) and support a number of planning and infrastructure purposes.

- The [Downtown Revitalization Fund](#) provides assistance for exterior rehabilitation of blighted downtown buildings.
- The [Upper Story Housing Conversion Fund](#) program provides assistance for the conversion of existing downtown building space into new residential units.

### State Historic Preservation Tax Credits

The State Historic Preservation Tax Credit Program provides a state income tax credit for the sensitive, substantial rehabilitation of historic buildings. It ensures character-defining features and spaces of buildings are retained and helps revitalize surrounding neighborhoods. The program provides an income tax credit of up to 25% of qualified rehabilitation expenditures (QREs).

### Federal Historic Preservation Tax Credits

A 20% income tax credit is available for the rehabilitation of historic, income-producing buildings. Buildings must be certified historic structures by the National Park Service and rehabilitation work must meet the Secretary of the Interior's Standards for Rehabilitation.

### Historical Resource Development Program (HRDP)

HRDP funding helps preserve, conserve, interpret, enhance and educate the public about Iowa's historical assets. The Historical Resource Development Program provides funding for documentary collections, historic preservation and museums.

### [DNR Derelict Building Program](#)

The Derelict Building Program is available for Iowa towns of 5,000 or fewer residents to address neglected commercial or public structures that have sat vacant for at least 6 months. Funds are available for hazardous material inspection and abatement, site assessments, structural engineering and building renovation and deconstruction expenses.

### [Brownfields & Grayfields Redevelopment Tax Credits](#)

Redevelopment Tax Credits are available for properties known as brownfield and grayfield sites to promote the economic health of communities by reducing potential environmental hazards, cleaning up eyesores, creating new jobs and boosting tax revenue.

### [Workforce Housing Tax Credits](#)

The Workforce Housing Tax Credit program provides tax benefits to developers providing housing in Iowa communities, with a special focus on projects using abandoned, empty or dilapidated properties. A 'Small Cities' set aside for this program is available to eligible projects within the 88 least populous counties in the state.

### [Empower Rural Iowa Innovation Grants](#)

The Rural Innovation Grant program supports creative, non-traditional ideas that focus on current issues and challenges faced by rural communities associated with the themes of community investment, growth and connection.

### [Paint Iowa Beautiful Grants](#)

Paint Iowa Beautiful provides free paint to a variety of public service projects through a partnership between Keep Iowa Beautiful and Diamond Vogel Paint of Orange City.

### [Tax Incentives for Improving Accessibility](#)

The Disabled Access Credit provides a non-refundable credit for small businesses that incur expenditures for the purpose of providing access to persons with disabilities.

The Architectural Barrier Removal Tax Deduction encourages businesses of any size to remove architectural and transportation barriers to the mobility of persons with disabilities and the elderly.

## RELATED ORGANIZATIONS AND RESOURCES

### [Iowa Downtown Resource Center](#)

The Downtown Resource Center helps communities learn more about the importance of downtown development and specifically how your community can implement strategies to make downtown more viable.

### [State Historic Preservation Office \(SHPO\)](#)

The Iowa SHPO office identifies, preserves and protects Iowa's historic and prehistoric resources. It also administers state and federal historic preservation programs and maintains a survey and inventory collection of historic properties in Iowa.

### [Main Street America™](#)

Main Street America™, a subsidiary of the National Trust for Historic Preservation, is a network of more than 1,200 neighborhoods and communities, rural and urban, who share both a commitment to place and to building stronger communities through preservation-based economic development. Main Street America provides education, outreach, resources and funding opportunities to assist its network members with downtown revitalization efforts.

### [National Trust for Historic Preservation](#)

The National Trust for Historic Preservation, a privately funded nonprofit organization, works to save America's historic sites; tell the full American story; build stronger communities; and invest in preservation's future.

### [National Park Service \(NPS\)](#)

Historic preservation programs of the National Park Service help communities protect and preserve the nation's historic resources. NPS administers the National Register of Historic Places, federal historic preservation tax incentives and many other federal programs that provide services, financial assistance, education, guidance and technical information in support of historic preservation.

### [Preservation Iowa](#)

Preservation Iowa is a statewide nonprofit organization with a mission of building partnerships that enhance our economic and cultural future through the preservation of Iowa's historic resources. Annual advocacy programs include the Most Endangered Properties listings and the Preservation at its Best Awards.

### [Iowa Arts Council](#)

The Iowa Arts Council empowers Iowa to build and sustain culturally vibrant communities by cultivating creativity, learning and participation in the arts. Resources and funding opportunities are available to strengthen the vitality and sustainability of arts and culture, film and media, history and historic preservation efforts across Iowa.

### [Iowa Architectural Foundation \(IAF\)](#)

The Iowa Architectural Foundation is a nonprofit volunteer-driven organization working to inspire an appreciation for architecture and design in everyone through education and outreach. IAF provides outreach programs and youth and adult education.

### [Iowa Living Roadways Community Visioning Program](#)

The Community Visioning Program provides small Iowa communities with the planning and design resources needed to make meaningful transportation improvements to the local landscape.

### [AARP Livable Communities](#)

AARP Livable Communities supports the efforts of neighborhoods, towns, cities and rural areas to be great places for people of all ages. Resources include publications, toolkits and Community Challenge project funding.

# PROJECT EXAMPLES



*Avoca - before (L) and after (R)*



*Burlington - before (L) and after (R)*



Cedar Rapids - before (L) and after (R)



Clarence - before (L) and after (R)



*Conrad - before (L) and after (R)*



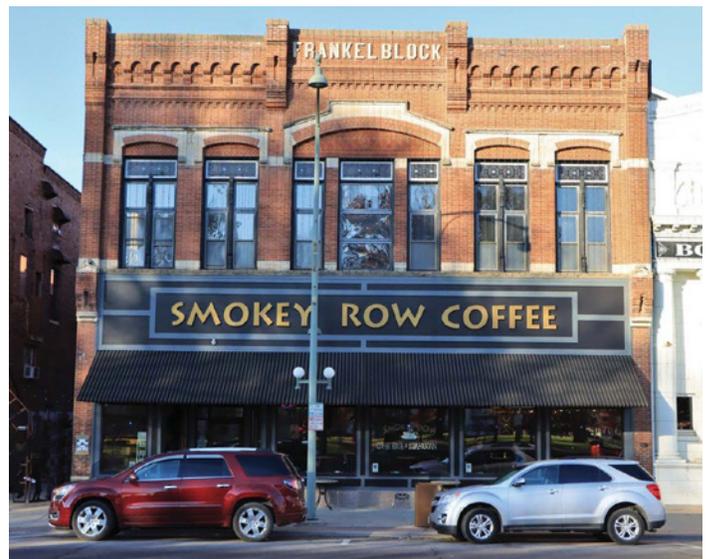
*Dubuque - before (L) and after (R)*



Dunlap - before (L) and after (R)



Manning - before (L) and after (R)



Oskaloosa - before (L) and after (R)



Ottumwa - before (L) and after (R)



State Center - before (L) and after (R)



Waterloo - before (L) and after (R)



West Union - before (L) and after (R)



Woodbine - before (L) and after (R)



**IOWA ECONOMIC DEVELOPMENT AUTHORITY**  
IOWA DOWNTOWN RESOURCE CENTER  
1963 Bell Avenue, Suite 200  
Des Moines, Iowa 50315

[iowaeda.com](http://iowaeda.com)

**BOONE COUNTY, IOWA APPLICATION FOR  
FIREWORKS DISPLAY PERMIT (331.304.9 & 727.2)**

Please provide the information listed below as complete as possible. Please print.

1. Name and Address of Applicant J&M Displays, INC 18064 180 Ave Yarmouth IA 52600
2. Sponsor of event and sponsor address if different from applicant IMCA Super Nationals 1800 West D St. Vinton, IA 52349
3. Location of display (please include owner of property, legal description, and address) 1481 223 Place Boone, IA 50036
4. Is display public or private? public
5. Purpose of display: IMCA Nationals
6. Number of estimated participants at display: Thousands
7. Date(s) of display (provide rain date if applicable): 9/6/2025
8. Detailed description of event (Attach advertisement, brochure, invitation, etc., if any): Close prox @ each event, same as every year.
9. Name and address of "competent operator" handling fireworks (attach to this application the credentials of competent operator): Sam Strawhecker 18064 180 Ave Yarmouth, IA 52600
10. To be signed by fire chief of department that covers location of display:  I certify that I am the chief of the fire department that covers the location of the proposed display and that my department is capable of responding to emergency situations that may occur because of said display.  _____ Fire Chief _____ Department _____ Date _____ Please give mailing address:
11. Describe precautions that will be taken to prevent personal injury and/or property damage: Following company policy, general safety precautions as they come up.
12. Attach to this application certificates of insurance from the competent operator, sponsoring organization or applicant, and owner of property where display is to take place listing Boone County as an additional insured on the liability policy of each entity listed above. Each certificate of insurance must have liability limits in excess of \$1,000,000 per incident.

**BOONE COUNTY, IOWA APPLICATION FOR  
FIREWORKS DISPLAY PERMIT (331.304.9 & 727.2)**

13. Notification of municipal regulations and hold harmless statement.

Municipal Regulations:

If location of proposed display is within the boundaries of a city located in Boone County application for display must be made to city counsel of said city.

Hold Harmless Statement:

The applicant or sponsor, owner of property where display is proposed, and the competent fireworks operator agree to indemnify and hold harmless the County of Boone, Iowa, its agents, employees or any other person against loss or expense, including attorney's fees, by reason of the liability imposed by law upon the County, except in cases of the County's sole negligence, for damage because of bodily injury, including death at anytime resulting therefrom, sustained by any person or persons, or on account of damage to property arising out of or in consequence of this agreement, whether injuries to persons or damage to property are due or claim to be due to any passive negligence of the County, its employees or agents or any other person. It is further understood and agreed that the applicant or sponsor, owner of property where display is proposed, and the competent fireworks operator shall at the option of the County, defend the County of Boone, Iowa, with appropriate counsel and shall further bear all costs and expenses, including the expense of counsel, in the defense of any suit arising hereunder.

14. **SIGNATURES:** I, the undersigned participant in this application, say that the statements contained herein are a correct description of the proposed activity and are true to the best of my knowledge. I have read and agree to "Hold Harmless Statement" included in this agreement if approved.

Applicant Nina Govea Date 6/23/25

Sponsoring Organization Brett Root - MCA Date 7/31/25  
President

Owner of Property Kathy Root Date 7/31/25  
Where display proposed

Competent Fireworks Operator Don Stumbach Date 6-9-25

**OFFICIAL USE ONLY**

**BOARD OF SUPERVISORS ACTION**

On [date] \_\_\_\_\_ the Boone County Board of Supervisors in regular session considered the foregoing and attached information and in compliance with Code of Iowa Section 727.2, a motion was made by Supervisor \_\_\_\_\_ and seconded by Supervisor \_\_\_\_\_ to [circle one] APPROVE DENY this application.

Voting Yes:

Voting No:

Absent not voting:

\_\_\_\_\_ Approved

\_\_\_\_\_ Denied

\_\_\_\_\_  
Chairman, Boone County Board of Supervisors

Copies of approved permits to:

\_\_\_\_\_ Applicant/Sponsor

\_\_\_\_\_ Owner of site proposed for display

\_\_\_\_\_ Competent Fireworks Operator

\_\_\_\_\_ Fire Department

\_\_\_\_\_ Boone County Sheriff's Office

\_\_\_\_\_ File



# J&M Displays Proposal for: IMCA Super Nationals IMCA Nationals prox show

## Flight 1

### Close proximity multi-shot fans

Quantity	Name	Rising Effect
2	5 Shot Fan Rack All Fire Red Comet 200'	

Category Shell Count: 2

### Close proximity misc

Quantity	Name	Rising Effect
4	30mm Aerial Cannonade	

Category Shell Count: 4

### Close proximity mine

Quantity	Name	Rising Effect
4	38mm Blue Stars Mine (Paper Tube)	
4	38mm Red Stars Mine (Paper Tube)	
4	38mm White Stars Mine (Paper Tube)	

Category Shell Count: 12  
Section Shell Count: 18

## Flight 2

### Close proximity gerb

Quantity	Name	Rising Effect
16	1x45 Silver Gerb	
24	Gerb - 15 x 20' Sliver Matched	

Category Shell Count: 40  
Section Shell Count: 40

## Flight 3

### Close proximity comet

Quantity	Name	Rising Effect
8	40mm Gold glitter comet with blue tip and blue mine	

Category Shell Count: 8

### Close proximity mine

Quantity	Name	Rising Effect
8	30mm Crackling Crossettes Mine (NO DEBRIS)	
8	48mm Aqua Stars mine (no debris)	
8	48mm Multicolor Stars mine (no debris)	

Category Shell Count: 24  
Section Shell Count: 32

## Flight 4



# J&M Displays Proposal for: IMCA Super Nationals IMCA Nationals prox show

## Flight 4

### Close proximity comet

Quantity	Name	Rising Effect
8	40mm Blue Comet with tail and Cracker mine	
8	40mm White glitter comet with red tip and red mine	

Category Shell Count: 16

### Close proximity mine

Quantity	Name	Rising Effect
8	38mm Blue Stars Mine (Paper Tube)	
8	38mm Red Stars Mine (Paper Tube)	
8	38mm White Stars Mine (Paper Tube)	
8	30mm Red Crossettes Mine (NO DEBRIS)	

Category Shell Count: 32  
Section Shell Count: 48

## Flight 5

### Close proximity misc

Quantity	Name	Rising Effect
8	Flash Emitting Device - Gold - 30mm	

Category Shell Count: 8

### Close proximity mine

Quantity	Name	Rising Effect
8	48mm Green Stars mine (no debris)	
8	48mm Red Stars mine (no debris)	
8	Mine 100mm - Red, white and blue 200'	
8	Mine 100 Gold Flitter Crackle Matrix 200'	

Category Shell Count: 32  
Section Shell Count: 40

## Main Event

### Close proximity gerb

Quantity	Name	Rising Effect
6	Gerb - 10 x 10' Silver Matched	

Category Shell Count: 6

### Close proximity mine

Quantity	Name	Rising Effect
8	38mm MINE: Lemon Strobing Stars - DEBRIS FREE	
8	38mm MINE: Silver Strobing Stars - DEBRIS FREE	

Category Shell Count: 16  
Section Shell Count: 22



# J&M Displays Proposal for: IMCA Super Nationals IMCA Nationals prox show

## Finales

### Close proximity mine

Quantity	Name	Rising Effect
2	Mine 100 Red and Blue With Crackle 200'	

Category Shell Count: 2

### Close proximity multi-shot plates

Quantity	Name	Rising Effect
6	30mm Multicolor crossettes (8Shot 8Sec) (no debris)	
6	30mm Red white and blue (Alt) crossettes (8shot 8Sec) (no debris)	
6	30mm Variegated pastel crossettes plate (8Shot 8Sec) (pink aqua orange lime)	

Category Shell Count: 18  
Section Shell Count: 20

## Miscellaneous

### Close proximity misc

Quantity	Name	Rising Effect
4	Galaxis Flame Machine Usage--for tracking purposes	
4	Propane Tank Refill--for tracking purposes	

Category Shell Count: 0

### Ignition Items

Quantity	Name	Rising Effect
52	MJG 10' (non-regulated ATF) Igniters with 10' leads (FWI 10 - 30 per box)	

Category Shell Count: 0  
Section Shell Count: 0



## J&M Displays Proposal for: IMCA Super Nationals IMCA Nationals prox show

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

Total Price of Show: **\$12,000.00**

Total Shot Count: 220

Packing Check: 280

Date of Display: 09/06/25

Customer Number: 11594

**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.

Diameter	Quantity	Shots	Racks
<b>Shells</b>			
0"	30	30	
100mm	18	18	
30mm	16	16	
38mm	52	52	
40mm	24	24	
48mm	32	32	
N/A	16	16	
Shells Shot Ct: 188			
<b>Multi-shell Barrage Units</b>			
30mm	0	20	
Multi-shell Barrage Units Qty: 0 Shot Ct: 20			
<b>Igniters Needed: 52</b>			

Equipment Rental = X6 Flame Heads. Four for use at Victory Lane, two for use at Victory Circle if ceiling height allows. --Total Retail Rental 2,400.00 reduced to \$1421.9 per 3 year agreement free product that expired in 2024 but is now extended to 2025 for customer loyalty.

In accordance with the provisions of Title XI, Organized Crime Control Act of 1970, and the regulations issued thereunder (27 CFR Part 555), you may engage in the activity specified in this license or permit within the limitations of Chapter 40, Title 18, United States Code and the regulations issued thereunder, until the expiration date shown. **THIS LICENSE IS NOT TRANSFERABLE UNDER 27 CFR 555.53.** See "WARNINGS" and "NOTICES" on reverse.

Direct ATF           ATF - Chief, FELC  
Correspondence To   244 Needy Road  
                                 Martinsburg, WV 25405-9431

License/Permit  
Number           **5-IA-057-50-7K-00054**

Chief, Federal Explosives Licensing Center (FELC)

*Mama Howard*

Expiration  
Date               **October 1, 2027**

Name  
J & M DISPLAYS INC

Premises Address (Changes? Notify the FELC at least 10 days before the move.)  
**18064 170TH AVE  
YARMOUTH, IA 52660-9772**

Type of License or Permit  
**50-MANUFACTURER OF EXPLOSIVES**

**Purchasing Certification Statement**  
The licensee or permittee named above shall use a copy of this license or permit to assist a transferor of explosives to verify the identity and the licensed status of the licensee or permittee as provided by 27 CFR Part 555. The signature on each copy must be an original signature. A faxed, scanned or e-mailed copy of the license or permit with a signature intended to be an original signature is acceptable. The signature must be that of the Federal Explosives Licensee (FEL) or a responsible person of the FEL. I certify that this is a true copy of a license or permit issued to the licensee or permittee named above to engage in the business or operations specified above under "Type of License or Permit."

**Mailing Address (Changes? Notify the FELC of any changes.)**

J & M DISPLAYS INC  
18064 170TH AVE  
YARMOUTH, IA 52660-9772

*James J. Oetken*  
Licensee/Permittee Responsible Person Signature  
**James J. Oetken**  
Printed Name

*C.F.E.O.*  
Position/Title  
**11-15-2024**  
Date

**Federal Explosives License (FEL) Customer Service Information**

Federal Explosives Licensing Center (FELC)  
244 Needy Road  
Martinsburg, WV 25405-9431

Toll-free Telephone Number: (877) 283-3352  
Fax Number: (304) 616-4401  
E-mail: FELC@atf.gov

ATF Homepage: www.atf.gov

**Change of Address (27 CFR 555.54(a)(1)).** Licensees or permittees may during the term of their current license or permit remove their business or operations to a new location at which they intend regularly to carry on such business or operations. The licensee or permittee is required to give notification of the new location of the business or operations not less than 10 days prior to such removal with the Chief, Federal Explosives Licensing Center. The license or permit will be valid for the remainder of the term of the original license or permit. **(The Chief, FELC, shall, if the licensee or permittee is not qualified, refer the request for amended license or permit to the Director of Industry Operations for denial in accordance with § 555.54.)**

**Right of Succession (27 CFR 555.59).** (a) Certain persons other than the licensee or permittee may secure the right to carry on the same explosive materials business or operations at the same address shown on, and for the remainder of the term of, a current license or permit. Such persons are: (1) The surviving spouse or child, or executor, administrator, or other legal representative of a deceased licensee or permittee; and (2) A receiver or trustee in bankruptcy, or an assignee for benefit of creditors. (b) In order to secure the right provided by this section, the person or persons continuing the business or operations shall furnish the license or permit for for that business or operations for endorsement of such succession to the Chief, FELC, within 30 days from the date on which the successor begins to carry on the business or operations.

(Continued on reverse side)

Cut Here ✂

**Federal Explosives License/Permit (FEL) Information Card**  
License/Permit Name: **J & M DISPLAYS INC**  
Business Name:  
License/Permit Number: **5-IA-057-50-7K-00054**  
License/Permit Type: **50-MANUFACTURER OF EXPLOSIVES**  
Expiration:           **October 1, 2027**  
Please Note: Not Valid for the Sale or Other Disposition of Explosives.

## WARNINGS

1. As provided in Title XI of the Organized Crime Control Act of 1970 (U.S.C. § 842(i)), it is unlawful for any person who (1) is under indictment for, or has been convicted in any court of, a crime punishable by imprisonment for a term exceeding 1 year, (2) is a fugitive from justice, (3) is an unlawful user of, or addicted to any controlled substance (as defined in section 102 of the Controlled Substances Act (21 U.S.C. 802)), (4) has been adjudicated as a mental defective or has been committed to a mental institution, to ship, transport, or receive any explosive materials in interstate or foreign commerce, (5) is an alien, other than an alien who is lawfully admitted for permanent residence (as that term is defined in section 101(a)(20) of the Immigration and Naturalization Act), or meets any other exception under section 842(i)(5), (6) has been discharged from the armed forces under dishonorable conditions, or (7) having been a citizen of the United States, has renounced the citizenship of that person.
2. **Federal Regulation 27 CFR 555.53 - Licenses and permits issued under this part are not transferable to another person. In the event of the lease, sale, or other transfer of the business or operations covered by the license or permit, the successor must obtain the license or permit required by this part before commencing business or operations.**
3. **Alteration or Changes to the License or Permit. Alterations or changes in the original license or permit or in duplications thereof violates 18 U.S.C. 1001, an offense punishable by imprisonment for not more than 5 years and/or a fine of not more than \$250,000.**

## NOTICES

1. Any change in trade name or control of this business or operations MUST be reported within 30 days of the change to the Chief, Federal Explosives Licensing Center (FELC), 244 Needy Road, Martinsburg, WV 25405-9431. (27 CFR 555.56-555.57). A licensee or permittee who reports a Change of Control must, upon expiration of the license or permit, file an ATF Form 5400.13/5400.16.
2. Under § 555.46, Renewal of License/Permit, if a licensee or permittee intends to continue the business or operations described on a license or permit issued under this part during any portion of the ensuing year, the licensee or permittee shall, unless otherwise notified in writing by the Chief, FELC, execute and file with ATF prior to the expiration of the license or permit an application for a license or permit renewal, ATF Form 5400.14/5400.15 Part III, in accordance with the instructions on the form, and the required fee. In the event the licensee or permittee does not timely file an ATF Form 5400.14/5400.15 Part III, the licensee or permittee must file an ATF Form 5400.13/5400.16 as required by § 555.45, and obtain the required license or permit before continuing business or operations. A renewal application will automatically be mailed by ATF to the "mailing address" on the license or permit approximately 60 days prior to the expiration date of the license or permit. If the application is not received 30 days prior to the expiration date, the licensee or permittee should contact the FELC.  
**Note:** The user-limited permits are not renewable.
3. This license or permit is conditional upon compliance by you with the Clean Water Act (33 U.S.C. § 1341(a)).
4. **THIS LICENSE OR PERMIT MUST BE POSTED AND KEPT AVAILABLE FOR INSPECTION (27 CFR 555.101).**

ATF Form 5400.14/5400.15 Part I  
Revised October 2011

### Federal Explosives License (FEL) Customer Service Information

*(Continued from front)*

**Discontinuance of Business (27 CFR 555.61)(27 CFR 555.128).** Where an explosives materials business or operations is succeeded by a new licensee or permittee, the records prescribed by this subpart shall appropriately reflect such facts and shall be delivered to the successor, or may be, within 30 days following business discontinuance, delivered to the ATF Out-of-Business Records Center, 244 Needy Road, Martinsburg, WV 25405, or to any ATF office in the division in which the business was located. Where discontinuance of the business is absolute, the records shall be delivered within 30 days following the business discontinuance to the ATF Out-of-Business Records Center, 244 Needy Road, Martinsburg, WV 25405, or to any ATF office in the division in which the business was located.

Explosive materials must be stored in conformance with requirements set forth in 27 CFR, Part 55. It is unlawful for any person to store any explosive materials in a manner not in conformity with these regulations.

**TO REPORT LOST OR STOLEN EXPLOSIVES, YOU MUST IMMEDIATELY NOTIFY ATF:  
CALL TOLL FREE - (888) ATF-BOMB**

**✂ Cut Here**

Federal Explosives Licensing Center (FELC) Toll-free number: (877) 283-3352  
244 Needy Road Fax number: (304) 616-4401  
Martinsburg, WV 25405-9431 E-mail: FELC@atf.gov

#### ATF Hotline Numbers

Arson Hotline: 1-888-ATF-FIRE (1-888-283-3473)  
Bomb Hotline: 1-888-ATF-BOMB (1-888-283-2662)  
Report Illegal Firearms Activity: 1-800-ATF-GUNS (1-800-283-4867)  
Firearms Theft Hotline: 1-888-930-9275  
Report Stolen, Hijacked or Seized Cigarettes: 1-800-659-6242  
Other Criminal Activity: 1-888-ATF-TIPS (1-888-283-8477)



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
5/16/2025

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

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

<b>PRODUCER</b> Acrisure Great Lakes Partners Insurance Services 223 West Grand River Ave #1 Howell MI 48843	<b>CONTACT NAME:</b> PHONE (A/C, No, Ext): 216-658-7100      FAX (A/C, No): 216-658-7101	
	<b>E-MAIL ADDRESS:</b>	
<b>INSURED</b> J & M Displays, Inc. 18064 170th Avenue Yarmouth IA 52660	<b>INSURER(S) AFFORDING COVERAGE</b> <b>NAIC #</b>	
	<b>INSURER A:</b> Everest Denali Insurance Company      16044	
	<b>INSURER B:</b> AXIS Surplus Insurance Company      26620	
	<b>INSURER C:</b> James River Insurance Company      12203	
	<b>INSURER D:</b> Arch Specialty Ins Co	
	<b>INSURER E:</b> <b>INSURER F:</b>	

**COVERAGES**      **CERTIFICATE NUMBER:** 1890280739      **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
C	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			P0000004658	1/15/2025	1/15/2026	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 50,000
							MED EXP (Any one person)	\$
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 3,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
								\$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			SI8CA00033-251	1/15/2025	1/15/2026	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
D	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE  DED    RETENTION \$			UXP1057616-00	1/15/2025	1/15/2026	EACH OCCURRENCE	\$ 4,000,000
							AGGREGATE	\$ 4,000,000
								\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N	N/A			PER STATUTE	OTH-ER
							E.L. EACH ACCIDENT	\$
							E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$
B	Excess Liability #2			P-001-000063943-07	1/15/2025	1/15/2026	Each Occ/ Aggregate Total Limits	\$5,000,000 \$10,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
Additional Insured extension of coverage is provided by above referenced General Liability policy where required by written agreement or permit.  
FIREWORKS DISPLAY DATE: September 6, 2025  
LOCATION OF EVENT: Boone Racetrack

ADD'L INSURED: The City of Boone, Iowa, its employees, volunteers, officers, elected officials, partners, subsidiaries, divisions & affiliates, event sponsors & landowners as their interest may appear in relation to this event; IMCA Super Nationals (sponsor); Boone Fire Department (AHJ); Boone Raceway (venue)

<b>CERTIFICATE HOLDER</b>  IMCA Super Nationals 1800 West D Street Vinton IA 52349 USA	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	<b>AUTHORIZED REPRESENTATIVE</b> 



# FIREWORKS LIABILITY EXTENSION QUESTIONNAIRE

RETURN TO: dianah@jandmdisplays.com, kathys@jandmdisplays.com  
Fax: 267-392-3890 or mail to J&M Displays, Inc.  
18064 170<sup>th</sup> Avenue, Yarmouth, IA 52660

Show Work Comp  
 Special Instructions

CERTIFICATE HOLDER (NAMED INSURED): IMCA Super Nationals--Brett Root Contact

ADDRESS: 1800 West D St.

CITY: Vinton

STATE: IA

ZIP: 52349

PHONE: 319-270-0567 (Brett cell)

FAX: \_\_\_\_\_

EMAIL: broot@imca.com

EFFECTIVE DATE(S): 9/6/2025

RAIN DATE: \_\_\_\_\_

### ADDITIONAL NAMED INSURED:

1. NAME / ADDRESS / E-MAIL: The City of Boone IA

INTEREST IN EVENT: city of event

2. NAME / ADDRESS / E-MAIL: IMCA Super Nationals

INTEREST IN EVENT: sponsor

3. NAME / ADDRESS / E-MAIL: Boone FD

INTEREST IN EVENT: AHJ

4. NAME / ADDRESS / E-MAIL: Boone Speedway

INTEREST IN EVENT: landowner

TYPE OF SHOW: (Check all that apply.)  INDOOR  PROXIMATE  FLAME  OUTDOOR  1.4G CONSUMER  1.3G DISPLAY  1.1G DISPLAY (12" & 16")

LOCATION OF EVENT: Boone Racetrack

DRAW A DIAGRAM of the shooting area using Google Earth Software and attach showing:

1) mortar placement; 2) planned direction of shooting; 3) distances. (REQUIRED)

Center of Display Site Coordinates in Decimals: Latitude: \_\_\_\_\_ Longitude: \_\_\_\_\_

Distance to nearest exposure 5 ft.

Distance to spectators 30 ft.

Distance to nearest vehicle 5 ft.

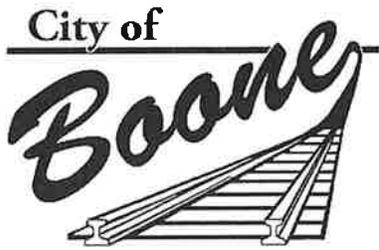
Are there fallout spotters?  YES  NO

Size of largest shell being shot: 44mm inches

Name of designated Pyrotechnician: Sam Strawhacker

### FIREWORKS WARRANTY:

1. Fireworks will be displayed not less than required by NFPA standards away from spectators, vehicles and other exposures with a minimum radius of 70 ft per inch of shell diameter for 1.3G shows.
2. All displays will be aimed away from spectators.
3. Fireworks that have been wet at any time prior to display will not be used.
4. All fireworks have been purchased only from J & M Displays, Inc. Merchandise from other companies and/or home-made products are not covered under this liability extension.
5. Firing area will be policed for all debris upon completion of firing display and inspected by the shoot team.
6. Firing area will be inspected by the sponsoring organization at first light the following day.
7. Pyrotechnicians are specifically excluded from all liability coverage.
8. Any claims must be reported to the Yarmouth, Iowa office in writing within 24 hours of the incident.



**CIVIL SERVICE COMMISSION**

Denny Hamman  
Amy Landas  
Lonnie Hikiji

August 12, 2025

Boone Civil Service Certified List  
Police Officer Candidates (in alphabetical order)

1. Austin Halverson
2. Joseph Hunt
3. Cale Naeve

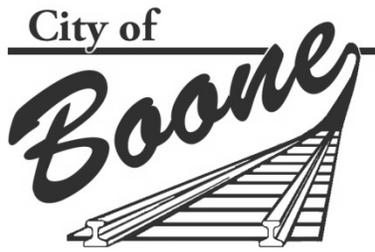
Certified this 12<sup>th</sup> day of August 2025

A handwritten signature in black ink, appearing to read "Denny Hamman", is written over a faint, larger version of the same signature.

Denny Hamman  
Chairman, Civil Service Commission

City of Boone  
PO Box 550  
923 8<sup>th</sup> Street  
Boone, IA 50036

Telephone: (515) 432-4211  
Fax: (515) 433-0630



## UTILITY COMMITTEE Meeting Notice

**Governing Body:** Utility Committee of Boone, Iowa

**Date of Meeting:** August 18, 2025

**Time of Meeting:** 4:00 P.M.

**Place of Meeting:** City Hall Council Chambers

The City will have this meeting available via Zoom. To join the meeting via internet and/or phone please use the link and/or phone number below. If your computer does not have a mic and you wish to speak, you will have to call in.

<https://us06web.zoom.us/j/85218247136?pwd=zeFY61ZVGRMbXJze8NP36al2WpS9qS.1>

Meeting ID: 852 1824 7136

Passcode: 014044

Phone: 1-301-715-8592 or 1-253-215-8782

1. Call Meeting to Order.

*Present: Angstrom, Moorman*

*Absent: Byrd*

*Others present: Andrews, Gjersvik, Elmquist, Montag, Majors, JD Roberts, Katie Kinsey, McKenzie Hunt, Rolling Meadows Representatives*

2. Approve Minutes from the July 21, 2025 Meeting.

*Moorman moved; Angstrom seconded to approve the minutes from July 21, 2025 meeting. Ayes: all those in attendance. Nays: none.*

3. Discuss High Water Bill. – Rolling Meadows Association.

*The Rolling Meadows Association met with the Utility Committee to discuss a water leak that occurred at the end of May 2025. Andrews advised that the total water consumption due to the leak and subsequent flushing was 239,550 cubic feet, totaling \$17,684.92. Andrews provided a timeline of his communications with Rolling Meadows regarding the SCADA system and acknowledged the technical issues with the communication system between the City of Boone water meter and the Rolling Meadows SCADA system, which resulted in a failure to notify or trigger an alarm for the water leak. Andrews also presented the Committee with several payment options for Rolling Meadows Association:*

- 1. Continue with billing Rolling Meadows Water District for the total amount of \$17,684.92.*
- 2. Bill Rolling Meadows Water District for the cost of production of the lost water, totaling \$5,879.18.*
- 3. Bill Rolling Meadows Water District for the approximate 250,000 gallons of water flushed after the repairs, and for staff time to flush and test, at their agreed rate, for a total of \$1,810.90.*

4. *Forgive the total bill to Rolling Meadows Water District in the amount of \$17,684.92.*

*Moorman moved; Angstrom seconded, to approve Option 2: to bill Rolling Meadows Water District for the cost of production of the lost water in the amount of \$5,879.18. Ayes: all those in attendance. Nays: none.*

4. *Discuss Allowing the City of Ogden to Temporarily Deliver Digester Sludge to the Boone Wastewater Plant.*

*Roberts explained that the City of Ogden reached out to him regarding the possibility of the Wastewater Plant accepting some of their digester sludge during the months of January 2026 and July 2026, not to exceed 60,000 gallons per month. The City of Ogden agrees to pay the City of Boone \$0.175 for each gallon delivered. Elmquist advised that staff would have the City of Ogden review and approve the one (1) year agreement before bringing it to the full Council for review. Moorman moved; Angstrom seconded, to recommend approval of the agreement to the full Council, allowing the City of Ogden to deliver digester sludge to the Wastewater Plant. Ayes: all those in attendance. Nays: none.*

5. *Update on Status of Water Projects.*

*McKenzie Hunt, and Katie Kinsey, Short Elliott Hendrickson (SEH), presented a power point presentation on the status of the Water System Improvements:*

*Water Supply Improvements – Well Additions: Due to permitting and pumping restrictions on the Jordan Aquifer, the City will no longer pursue two Jordan wells and will instead develop two (2) alluvial wells. The cost for one (1) alluvial well is estimated at \$650,000.00, with an additional \$300,000.00 needed to extend electrical service. This alternative is projected to save approximately \$1.88 million compared to the original plan. Design for the first well will be completed by October 2025, with site evaluation for the second ongoing.*

*Water Treatment Plant Improvements – The pilot study has been revised in response to reliance on high-nitrate wells. Phase 1 will assess potential operational adjustments to the existing WTP, and Phase 2 will test ion exchange technology for nitrate removal. The study begins in September. Iowa regulations require action if nitrate levels exceed 7 mg/L; thus, the treatment goal is 6 mg/L. Approximately 60% of system flow will need treatment by 2044. Space constraints at the Water Treatment Plant are being reviewed to accommodate the ion exchange system.*

*High Service Pump Station (HSPS) Improvements – Four (4) new 250 HP pumps with VFDs will be installed to enhance system capacity. Minimal electrical work is expected, but the aging generator will be replaced due to insufficient capacity. Valve and sodium hypochlorite system upgrades are included to ensure reliability and compliance. A new flow meter and actuated valve will be added to enable bypass automation around the lime softening units—essential for operations when Daisy Brands comes online in 2028.*

*Ground Storage Reservoir Rehabilitation – Design is complete, and the team is awaiting the Iowa Department of Natural Resources (IDNR) Construction Permit. Funding of \$500,000.00*

*has been approved through CDBG, with release expected in September. The project will be bid once funds are available.*

*Distribution System Improvements – Hydraulic modeling is underway to evaluate system impacts once the Daisy Brands facility becomes operational, with water demand expected to reach 2.0 MGD at 60 psi between 2028 and 2032. Without improvements, the system will face reduced capacity at the Industrial and Clinton Towers, high pressure on the west side of town, and insufficient pressure at the Daisy site.*

*Three (3) solutions were evaluated and presented:*

***Solution 1.*** *Involves upsizing existing water mains (\$4.5M) but does not resolve tower capacity or meet pressure targets.*

***Solution 2.*** *Proposes installing altitude valves (cost not estimated), but results in unacceptably high west-side pressures.*

***Solution 3.*** *The preferred option, create a new pressure zone by building a booster station, installing a check valve, upsizing a water main along Scenic Valley Railway, and redirecting flow via valve closure. This option costs \$2.5M and has no identified limitations.*

*Daisy Water Tower – The tower project is on hold pending completion of hydraulic modeling and selection of a preferred distribution solution. Final design will consider FAA airspace clearance, ground elevation, the required 60 psi pressure at the Daisy site, and modeling results to ensure efficiency and performance.*

*Kinsey also discussed CIP planning regarding a water tower on the west side of town.*

6. Update on Status of Wastewater Improvement Projects.  
*Gjersvik presented the status of the Wastewater Improvements Projects:*

*Headworks Improvements Project – The project was rebid and received five (5) bids, all under the engineer's estimate. The City Council awarded the project to Shank Contractors at the second Council meeting in July. A preconstruction meeting will be scheduled soon to initiate project coordination.*

*Digester Replacement Project – Design is underway to replace two (2) aging digesters with a new single bolted-steel tank digester. This project may be eligible for CDBG funding, pending completion of the Water Ground Storage Reservoir (GSR) Tank Project.*

*Wastewater System Expansion Project – Design of all improvements is currently underway. A 30% design review meeting was held with the SEH team in July to discuss routing and final sizing of the pump station and force main. A site visit was also conducted in July with SEH and the US Water operations team in Story City to evaluate the proposed sludge fan press equipment. All teams were impressed with the equipment's suitability for use in Boone. The City is currently working with Daisy Brands and their wastewater engineers to determine discharge permit limits,*

*which will guide final sizing of the improvements. A meeting with the IDNR Pretreatment Coordinator is scheduled this week to further discuss permit limits for Daisy.*

7. Update on Hancock Drive Extension.

*Gjersvik advised that this project is currently out for bids, with the bid opening scheduled for September 9, 2025, at 2:00 p.m. Contract award is anticipated in the fall, with the potential to begin installation of underground utilities and grading later this year, weather permitting.*

8. Review the July 2025 US Water Monthly Report.

*The Committee reviewed the July 2025 US Water Monthly Report.*

9. Meter Upgrade Report.

a. July

*Staff installed sixteen (16) meters in July, five (5) of those being new service meters.*

10. Stop Box Repair/Shut Off Report.

a. July

*Staff reported that twenty-four (24) accounts qualified to be on the shut-off list. There are one hundred seventy (170) stop boxes that need repaired, with seventy-three (73) of those having lead service lines.*

11. Other Business.

12. Adjourn.

*With no further business coming before the Committee the meeting adjourned at 5:35 p.m.*

## STATEMENT OF COUNCIL PROCEEDINGS

August 18, 2025 6:00 p.m.

The City Council of Boone, Iowa, met in regular session in the City Hall Council Chambers on August 18, 2025, at 6:00 p.m. with Mayor Stines presiding. The meeting was also available via Zoom. The following Council Members were present: Henson, Kahookele, Moorman, Hilsabeck, Williamson, and Angstrom. Absent: Byrd.

Moorman moved; Williamson seconded to approve the agenda as presented. Ayes: Henson, Kahookele, Moorman, Hilsabeck, Williamson, and Angstrom. Nays: none.

Henson moved; Kahookele seconded to approve a letter of support for Downtown Boone Main Street and the Dutch Oven Bakery in their application for the Main Street Iowa Challenge Grant. The grant, which awards between \$25,000.00 and \$100,000.00, would support building improvements at 605 Story Street, Boone, Iowa. Grant awards are expected to be announced in November. Ayes: Kahookele, Moorman, Hilsabeck, Williamson, Angstrom, and Henson. Nays: none.

Moorman moved; Hilsabeck seconded to set a Public Hearing for September 2, 2025 at 6:00 p.m. concerning granting of an easement across real estate described as follows: a twenty (20) foot wide tract of land (right-of-way) immediately south of 1811 12<sup>th</sup> Street, Boone, Iowa and Parcel No. 088426223182163 (Lot Thirteen (13) and Fourteen (14) in Block Twelve (12) in Fairview Addition, Boone, Iowa. Ayes: Moorman, Hilsabeck, Williamson, Angstrom, Henson, and Kahookele. Nays: none.

Williamson moved; Henson seconded to set a Public Hearing for September 2, 2025 at 6:00 p.m. for the consideration of vacation of certain public right-of-way: a portion of the public right-of-way, north/south alley abutting 926 8<sup>th</sup> Street from the south line of 8<sup>th</sup> Street to the south line of Parcel No. 088426281282221; Boone, Iowa. Ayes: Hilsabeck, Williamson, Angstrom, Henson, Kahookele, and Moorman. Nays: none.

Kurt Turner, 315 Monona Street, Boone, Iowa, expressed his frustration regarding a tax assessment he received related to a nuisance violation.

Andrews reported that traffic painting has begun. Crews are working overnight to paint crosswalks, school crossings, and parking stalls.

Williams provided the Director's review and Library report for the Council's review.

Cornelis reported that the ISU Park Survey has received 414 responses to date. The survey will remain open until September 28, 2025, to allow the ISU students time to process the results. A public presentation and feedback session with the students is scheduled for October 15, 2025, from 5:30 p.m. to 7:30 p.m., at the JB McHose Park shelter house, with final presentations expected in December.

Cornelis also noted that a community group, Friends of Lowell Park, has been formed. Builders First Choice donated materials for re-shingling the shelter, and Friends of Lowell Park painted the shelter and picnic tables. Bob's Tree and Stump Service removed several stumps at the park. In addition, Cornelis has issued contract requests for the removal of 355 stumps located in the public right-of-way, with bids due by September 8, 2025.

Osmundson reported that the Blast Ball Fall Season has concluded and expressed appreciation to Boone Schools for providing an indoor practice space, and to Boone County FORCE for their support. Youth Fishing events are scheduled for August 23, 2025, at 10:00 a.m., and August 24, 2025, at 2:00 p.m., at the McHose Frog Pond. The next Lunch and Learn for City employees will be held at the Library on September 9, 2025.

Moorman moved; Angstrom seconded to approve Resolution 3417 approving the construction contract and bond with Shank Constructors for the Boone Wastewater Treatment Plant Improvements Headworks 2025 Project. Ayes: Williamson, Angstrom, Henson, Kahookele, Moorman, and Hilsabeck. Nays: none.

Williamson moved; Hilsabeck seconded to approve out-of-state travel for the Finance Officer, Christina Weir, to attend software training in Wisconsin on September 11, 2025, and September 12, 2025. Ayes: Angstrom, Henson, Kahookele, Moorman, Hilsabeck, and Williamson. Nays: none.

Elmquist advised that the City received an insurance settlement of \$49,331.16 for the Community Greenspace stage. Of that amount, \$4,400.00 has been pre-approved for electrical replacement. Elmquist also noted that a bid was received from Short Elliott Hendrickson, Inc., for engineering and design services, but felt the bid was high and recommended seeking additional proposals. The Council agreed to the recommendation.

Elmquist explained that, historically, the Capital Improvement Plan (CIP) Committee has reviewed project submissions from the department heads to determine which City projects should move forward and which should remain pending. A final CIP document is then created, but the full Council has not been heavily involved in the planning process. Elmquist asked whether the Council would prefer a work session to review active projects after the Committee's review or continue with the current process of approving a final document. After discussion, the Council agreed to incorporate a shorter version of the CIP Committee meeting into or around a regular Council meeting.

Mayor Stines asked if there were any questions or items to be removed from the Consent Agenda; no requests were made.

Williamson moved; Henson seconded to approve the following items on the Consent Agenda: 1) Minutes of previous meetings. 2) Bills payable. 3) Alcohol license renewal for Cedar Pointe Golf Course. Ayes: Henson, Kahookele, Moorman, Hilsabeck, Williamson, and Angstrom. Nays: none.

A & M Laundry	Mops & Rugs	30.51
Acco Unlimited Corp	Pool Chemicals	8,226.89
AGSource Laboratories	Pool Water Testing	57.00
Alicia Olsen	Band Services	118.94
Alliant Energy	Utilities	3,482.24
Alliant Energy	Utilities	1,957.05
Alliant Energy	Utilities	77,488.65
Amazon Capital Services	Supplies/Parts	1,110.83
Amazon Capital Services	Supplies/Parts	358.97
Amsoil	Oil	1,003.28
Angie Dill	Band Services	156.50
Arnold Motor Supply	Supplies/Parts	235.65
Arnold Motor Supply	Parts	129.67
Atlantic Coca-Cola Bottling	Pool Concession	145.29
Avery Finstead	Band Services	81.38
Bolton & Hay	Pool Lounge Chairs	3,000.00
Bolton & Menk	Engineering Fees	11,731.00
Bomgaars	Parts/Employee Clothing	244.92
Bomgaars	Supplies/Parts	607.81
Boone Ace Hardware	Supplies/Parts	325.30
Boone Ace Hardware	Parts	145.21
Boone Hardware	Supplies/Parts	119.89
Boone Magnum Muffler	Repairs	600.00
Boone News Republican	Publications	905.68
Border States Industries	Streetlights	424.72
Bradley Rholl	Reimbursement	19.00
Brenner Walsh	Band Services	156.50
Brown Electric	Light Replacement	195.00
Bryan Willer	Band Services	219.10
Builders First Source	Parts	798.99

CDS Global	Monthly Processing/Newsletter	2,274.85
CDS Global	Postage	2,653.44
CDS Global	On-Line Processing	900.52
Central IA Ready Mix	Repairs	1,704.00
CenturyLink	Phone Services	201.81
CenturyLink	Phone Services	491.03
Chanel Halton	Band Services	156.50
Chelsea Truckenmiller	Band Services	56.34
Chem-Sult	Chemicals	7,107.00
Cheryl Angstrom	Cemetery Conference	75.00
Christa Petrie	Band Services	137.72
Christina Bailey	Band Services	106.42
Cintas Corporation	Supplies	123.86
City of Boone	Utilities	26.41
Cody Ihnen	Band Services	150.24
Colton Kniffen	Band Services	169.02
Core & Main	Meter Flanges	184.09
CTB Midwest	Bearing Belt Filter Press	668.10
Dakota Supply Group	Repairs	3,007.58
Dale Farnham	Contract Services	5,148.00
Dale Schoening	Band Services	169.02
Dan Sprengeler	Band Services	156.50
Dean Stickrod	Band Services	175.28
Devon Mcnear	Band Services	100.16
Diamond Vogel	Traffic Paint	3,879.25
Dog Waste Depot	Dog Waste Bags	862.16
Dorothy Dakin	Purchase of Property	34,309.60
Drew Demery	Reimbursement	19.00
Duncan Heating & Plumbing	Pool Toilet Flush Kit	139.95
Duncan Land Management	Tree Trimming	1,765.50
Ecolab	Pool Cleaner Sprayer	127.65
Ember Novy	Band Services	137.72
Emily Malamos	Band Services	68.86
Emily Paull	Band Services	143.98
Emily Rehmann	Band Services	137.72
Employee Benefit System	Insurance Premium	110,144.85
Employee Benefit System	Flex Claims	150.00
Employee Benefit System	Flex Claims	2.50
Employee Benefit System	Flex Claims	2.50
Employee Benefit System	Flex Claims	2.50
Employee Benefit System	Flex Claims	2.50
Employee Benefit System	Flex Claims	15.00
Employee Benefit System	Flex Claims	235.00
Employee Benefit System	Flex Claims	235.00
Employee Benefit System	Flex Claims	235.00
Employee Benefit System	Flex Claims	235.00
Employee Benefit System	Flex Claims	100.66
Employee Benefit System	Flex Claims	2.50
Employee Benefit System	Flex Claims	2.50
Employee Benefit System	Flex Claims	2.50
Employee Benefit System	Flex Claims	2.50
Employee Benefit System	Flex Claims	5.00
Employee Benefit System	Flex Claims	15.00
Employee Benefit System	Flex Claims	4.20
Employee Benefit System	Flex Claims	1.30

Employee Benefit System	Flex Claims	4.50
Employee Benefit System	Flex Claims	13.75
Employee Benefit System	Flex Claims	13.75
Employee Benefit System	Flex Claims	13.75
Employee Benefit System	Flex Claims	13.75
Employee Benefit System	Flex Claims	55.00
Employee Benefit System	Flex Claims	13.75
Employee Benefit System	Flex Claims	13.75
Employee Benefit System	Flex Claims	13.75
Employee Benefit System	Flex Claims	13.75
Environmental Systems Research	GIS Renewal	1,160.00
Erin Malloy	Band Services	93.90
Fareway	Pool Concessions	140.00
Farley's Wholesale Tire	Oil Change	59.99
Farnham Aviation Services	Reimbursement/Jet A Fuel	1,035.74
First Data Merchant	Online Credit Card Fees	2,316.89
First Due Mowing Company	Mowing/Weeding	915.00
FirstNet	Wireless Services	689.19
FlagShooter	Locate Flags	697.03
Garbage Guys	Waste Removal	94.00
Garbage Guys	Waste Removal	21.00
Gina Ryan	Band Services	118.94
Graymont Western Lime	Chemicals	7,588.14
Growmark	Propane	1,753.23
Hach Company	Tubing Kit /Chemicals	156.00
Hawkins Water Treatment Group	Chemicals	6,402.16
Herman Drainage	Mowing	5,000.00
Hull Plumbing and Heating	Pool Air Valve/Repairs	926.58
Ian Runestad	Band Services	131.46
Infobunker	Internet Services	95.00
Intoximeters	PBT Calibration Gas	135.00
IA Dept Transportation	Supplies	1,451.84
IA One Call	IA One Call Tickets	47.70
IA Prison Industries	Road/Pedestrian Signs	1,163.69
IA Water and Waste Systems	Sewer Jetting	550.00
James Kilmer	Band Services	68.86
Jasmine Ihnen	Band Services	131.46
Jason Paull	Band Services	212.84
Jessica Rehmann	Band Services	137.72
Jill Lutz	Band Services	131.46
Jim Beckwith	Band Services	156.50
Jim Dehoet	Band Services	156.50
Jody Malloy	Band Services	118.94
Jonah Tibbits	Band Services	100.16
Juliana Lutz	Band Services	75.12
K & R Lawn Care	Lawn Care/Mowing	800.00
Kaden Sherrard	Reimbursement	311.79
Kallin Johnson Monument	Engraving	340.00
Karly Nelson-Liesz	Band Services	118.94
Key Cooperative	Propane	94.76
Kiesler's Police Supply	Ammo	1,057.21
Kiki Kramer	Band Services	162.76
Kimball Midwest	Parts	378.54
Kris Kammerer	Band Services	137.72
Kruck Plumbing & Heating	Repairs	277.23

KWBG	Advertising Contract	367.20
Landen Valdez	Band Services	125.20
Laurie Bouk	Band Services	131.46
Lexipol	Annual Training	1,595.34
Lily Ferguson	Band Services	143.98
Lily Smith	Band Services	150.24
Lindy's Guns	Firearm Buyback	1,100.00
Lowell Davis	Band Services	143.98
Lucas Hansen	Band Services	125.20
Macqueen Equipment	Parts/Repairs	3,097.32
Maggie Halferty	Band Services	150.24
Maggie Witte	Band Services	156.50
Mark Astelford	Band Services	81.38
Mark Dorr	Band Services	143.98
Martin Marietta Materials	Gravel/Rock Materials	762.99
Mary Neumayer	Sidewalk Program	712.50
Mary Neumayer	Band Services	156.50
Matt Muessigmann	Band Services	156.50
McGill Computer Service	Computer Services	3,221.80
Mellen & Associates	Parts/Repairs	295.93
Menards-Ames	Supplies/Parts	480.21
Mid IA Petroleum Equipment	Repairs	874.20
Midwest Alarm Services	Fire Alarm Inspection	584.64
Midwest Quality Wholesale	Pool Concession	408.73
MNG Incorporated	Park Signs	171.00
MSTS Receivables	Oil Pump	21.99
Mutual of Omaha	Life/AD&D Premium	251.93
Nate Lumley	Band Services	118.94
NCL of Wisconsin	Bod Standards	71.39
Nicholas Runestad	Band Services	156.50
Nikkel & Associates	Repairs	370.75
Northern Tool & Equipment	Shop Crane	373.96
Ogden Telephone	Internet Services	74.95
Ogden Telephone	Internet Services	94.95
O'Reilly Automotive Stores	Parts	19.07
Orkin	Pest Control	130.00
Paige Hollenberg	Band Services	131.46
Pat Clemons Chevrolet	Boom Truck Repair	73.91
Portable Pro	Toilet Services	435.00
Portable Pro	Toilet Services	255.00
R & W Power	Parts	2,024.99
R & W Power	Parts	45.00
Rick Kaufman	Band Services	175.28
Sam Johnson	Band Services	150.24
Sara Lohman	Grant	250.00
Savannah Heldenbrand	Band Services	100.16
Seth Janssen	Reimbursement	19.00
SHI International	Computer Mount	70.20
Spring Green Lawn Care	Lawn Care	227.55
Stanard & Associates	Police Post Tests	35.00
Staples Advantage	Supplies	111.95
Staples Advantage	Supplies	92.96
Staples Oil Company	Diesel	2,760.00
State Fair Mini Donuts	Pool Concession	328.40
State Hygienic Laboratory	Water Samples	15.50

Sunstrom Miller Press	Envelopes	135.00
Susan Freeman	Band Services	156.50
Sysco IA	Pool Supplies/Concession	1,510.20
Tammy Kaufman	Band Services	225.36
Tara Anderson	Band Services	125.20
Treasurer/State of IA	Water Excise Tax	13,588.67
UnityPoint Health	ACLS Cards	11.00
Van Diest Supply Company	Weed Killer	518.00
Van Wall Equipment	Parts	399.96
Van Wall Equipment	Supplies/Parts	1,222.61
Walters Sanitary Service	Waste Removal	324.00
Walters Sanitary Service	Waste Removal	1,391.08
Whitney Halferty	Band Services	156.50
Wyatt Kniffen	Band Services	118.94
Xerox Corporation	Copier Agreement	94.75
Paid Bills Total		375,187.57

FUND	RECEIPTS	DISBURSEMENTS
General	299,369.57	65,357.78
Special	222,443.61	35,409.60
Hotel/Motel	21,181.80	-
Road Use Tax	136,118.56	35,201.95
Debt Service	3,211.47	-
Water Utility	321,205.77	66,847.06
Sewer Utility	293,014.90	43,093.45
Family Resource Center	2,414.56	1,918.23
Capital Project	8,015.40	11,731.00
Storm Water Utility	42,110.34	5,232.81
Expendable Trust	1,304.40	3,000.00
Agency Account	37,114.33	107,395.69

Williamson moved; Henson seconded to waive the first reading of Ordinance 2322 to allow the City of Boone, Iowa to change, correct, and clarify sections in the Code of Ordinances. Ayes: Kahookele, Moorman, Hilsabeck, Williamson, Angstrom, and Henson. Nays: none.

Kahookele moved; Henson seconded to waive the second reading of Ordinance 2322 to allow the City of Boone, Iowa to change, correct, and clarify sections in the Code of Ordinances. Ayes: Moorman, Hilsabeck, Williamson, Angstrom, Henson, and Kahookele. Nays: none.

Williamson moved; Henson seconded to approve the third reading of Ordinance 2322 to allow the City of Boone, Iowa to change, correct, and clarify sections in the Code of Ordinances. Ayes: Hilsabeck, Williamson, Angstrom, Henson, Kahookele, and Moorman. Nays: none.

Hilsabeck moved; Angstrom seconded to adopt Ordinance 2322 to allow the City of Boone, Iowa to change, correct, and clarify sections in the Code of Ordinances. Ayes: Williamson, Angstrom, Henson, Kahookele, Moorman, and Hilsabeck. Nays: none.

Henson moved; Hilsabeck seconded to approve the first reading of Ordinance 2323 to allow the City of Boone, Iowa to change the parking regulations, amend Section 69.09(2) to state, "Tenth Street, on both sides from Marshall Street to Green Street; except on the north side between the 700 and 800 block of Tenth Street." Ayes: Angstrom, Henson, Kahookele, Moorman, Hilsabeck, and Williamson. Nays: none.

Moorman advised that RVTV will be coming to town on September 4, 2025.

Kahookele asked if Downtown Boone Main Street could use the electronic sign more than the allotted four (4) times per year for non-profit groups. Williams explained the limitations on how many requests can be scheduled on the sign at one time but expressed no objection to Main Street exceeding the four-time limit. The Council was also in agreement.

Kahookele also announced that Downtown Boone's First Birthday Bash is August 21, 2025, from 6:00 p.m. to 8:00 p.m. at 7<sup>th</sup> Street and Keeler.

There being no further business to come before the Council, the meeting adjourned at 6:35 p.m.

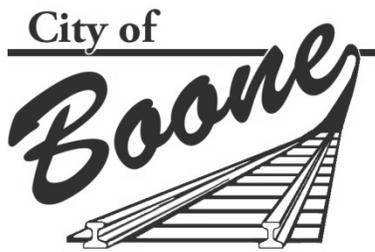
ATTEST:

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Kim Majors, City Clerk

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Elijah Stines, Mayor



## **POLICY & ADMINISTRATION**

### **Meeting Notice**

**Governing Body:** P&A Committee

**Date of Meeting:** August 20, 2025

**Time of Meeting:** 4:30 P.M.

**Place of Meeting:** City Council Chambers  
(City Hall, 923 8th Street, Boone, Iowa)

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The City will have this meeting available via Zoom. To join the meeting via internet and/or phone please use the link and/or phone number below. If your computer does not have a mic and you wish to speak, you will have to call in.

<https://us06web.zoom.us/j/85829092544?pwd=z5VhQCNrt8vOGgGx1u2RWRft7ltjiz.1>

Meeting ID: 858 2909 2544

Passcode: 569658

Phone: 1-301-715-8592 or 1-253-215-8782

*Present: Williamson, Kahookele, Byrd*

*Others present: Elmquist, Adams, Majors, Adams, Kautza, Petersen, Schwering, Upah, and Salati*

1. Approve the Minutes from the March 17, 2025 Meeting.

*Byrd moved; Kahookele seconded to approve the March 17, 2025, meeting minutes.*

*Ayes: all those in attendance.*

2. Request from the IAFF Local 678 to Change the Boone Ordinance 5.13  
Residency Requirement for Fire Fighters.

*Petersen, President of IAFF Local 678, addressed the Committee to request that the Boone Fire Department's residency requirement for full-time employees be extended from ten (10) miles to twenty (20) miles. He explained that the change could expand the hiring pool and increase the chances of recruiting already-certified firefighters. Petersen noted that while recent hires have obtained certification after employment, the department has struggled to attract pre-certified applicants. A twenty (20)-mile radius would include all of Ames and parts of Nevada, Granger, Story City, Perry, and Grand Junction.*

*Fire Chief Adams acknowledged the hard work of his staff and noted that the department is responding to more calls now than when he was hired, despite having fewer personnel. However, he expressed concerns about extending the residency limit. Adams emphasized that a fire can double in size every 30 to 60 seconds depending on the time of discovery, and increasing the allowable distance would delay off-duty callbacks, forcing the on-duty crew to manage larger incidents alone for longer periods. He highlighted that the department averages 349 callbacks annually, nearly one (1) per day and responds to 689 third-crew ambulance calls per year, which often require urgent staffing.*

*While Adams stated he wants what is best for his staff, he stressed that the safety and protection of Boone's citizens must come first. He concluded that increasing the*

*residency radius could negatively impact response times and incident outcomes. His recommendation is to maintain the current ten (10) mile residency requirement unless staffing levels increase significantly to reduce reliance on callbacks.*

*Bryd stated he thought that until the City can increase staffing, they should go with the Chief's recommendation to leave it at ten (10) miles.*

*Williamson stated that the Committee needed to make a recommendation to Council and expressed that she did not have any issue with increasing the residency requirement to twenty (20) miles. She noted that there is a strong case for expanding the applicant pool and recognized the growing demand for qualified applicants in Boone's future.*

*Williamson moved; Kahookele seconded to recommend to full Council to raise the residency requirement for Firefighters to a twenty (20)-mile radius of the city-limits. Ayes: Williamson and Kahookele. Nays: Byrd.*

3. Other Business.

4. Adjourn.

*With no further business Williamson adjourned the meeting at 5:08 p.m.*

RECORD OF COUNCIL APPROVED BILLS

Byrd

September 2, 2025

<u>DATE</u>	<u>AMOUNT</u>
Airport Bills Paid	-
Arts Bills Paid	-
Library Bills Paid	14,881.52
Park Bills Paid	-
Utility Billing Refunds	2,572.15
1st Checks Paid	13,491.67
Manuals/Misc Total	5,343.26
Voided checks	-
Open Council Bills Total	453,566.28
Payroll Wages (8/29/25)	182,317.86
Payroll Vendor Checks (8/29/25)	103,952.55
TOTAL EXPENDITURES	<u>\$ 776,125.29</u>

Signed By \_\_\_\_\_

Date \_\_\_\_\_

Contact	Invoice	Description	Due Date	Total Cost	GL Account	GL Account Description
<b>A &amp; M LAUNDRY INC (5)</b>						
	0541614	MOPS & RUGS	09/02/2025	30.51	001-150-6399	LAUNDRY
Total A & M LAUNDRY INC (5):				30.51		
<b>ACCESS SYSTEMS (4566)</b>						
	39707263	PRINTING CONTRACT-PD	09/02/2025	230.48	001-110-6419	SERVICES & COMPUTER SU
	39940991	PRINTING CONTRACT-PD	09/02/2025	256.48	001-110-6419	SERVICES & COMPUTER SU
Total ACCESS SYSTEMS (4566):				486.96		
<b>ALLIANT ENERGY (45)</b>						
	062525	UTILITIES - STORY & 6TH ST TRAFFIC	09/02/2025	54.14	110-240-6371	TRAFFIC UTILITIES
	062825	UTILITIES - STORY & 6TH ST TRAFFIC	09/02/2025	64.21	110-240-6371	TRAFFIC UTILITIES
	072825A	UTILITIES - 8TH ST ALLY STREET LIG	09/02/2025	208.42	110-230-6371	STREET LIGHTING
	081125	UTILITIES - 4TH STREET	09/02/2025	112.07	110-240-6371	TRAFFIC UTILITIES
	081325	TRAFFIC LIGHTS - 11TH/STORY ST	09/02/2025	40.08	110-240-6371	TRAFFIC UTILITIES
	081325	UTILITIES - SWIMMING POOL	09/02/2025	5,355.57	001-435-6371	UTILITIES
	081325	TRAFFIC LIGHTS - S STORY/PARK AV	09/02/2025	68.71	110-240-6371	TRAFFIC UTILITIES
	081325	TRAFFIC LIGHTS - 1203 8TH ST-HYVE	09/02/2025	62.94	110-240-6371	TRAFFIC UTILITIES
	081325	UTILITIES-13130 W PARK LIFT STATIO	09/02/2025	1,064.87	610-816-6371	UTILITIES
	081325	UTILITIES - 609 FOREST AVE - CEMET	09/02/2025	97.47	001-450-6371	UTILITIES
	081325	TRAFFIC LIGHTS - STORY/CNR 1ST	09/02/2025	55.54	110-240-6371	TRAFFIC UTILITIES
	081325	UTILITIES - 609 FOREST AVE - CEMET	09/02/2025	173.16	001-450-6371	UTILITIES
	081325	TRAFFIC LIGHTS - 329 BENETON ST P	09/02/2025	57.46	110-240-6371	TRAFFIC UTILITIES
	081425	UTILITIES - 1930 S STORY ST HWY 30	09/02/2025	148.52	110-230-6371	STREET LIGHTING
	081825	UTILITIES-S STORY/HAWKEYE DR TR	09/02/2025	97.14	110-240-6371	TRAFFIC UTILITIES
	081825	UTILITIES-LINN ST SIRENS	09/02/2025	64.84	001-620-6371	UTILITIES/SIRENS/CIVIL DF
	081825	UTILITIES-DORAN DR SIRENS	09/02/2025	45.63	001-620-6371	UTILITIES/SIRENS/CIVIL DF
	081825	UTILITIES-CLINTON WATER TOWER	09/02/2025	405.74	600-811-6371	UTILITIES
	081825	UTILITIES-1721 MCHOSE (WW)	09/02/2025	41.25	610-816-6371	UTILITIES
	081825	UTILITIES-FRC	09/02/2025	4,131.06	730-899-6371	UTILITIES/FAMILY RESOURC
	082025	UTILITIES - 1494 220TH ST LIFT STATI	09/02/2025	283.73	610-816-6371	UTILITIES
	082225	UTILITIES - CRAWFORD CNR 19TH ST	09/02/2025	69.42	001-620-6371	UTILITIES/SIRENS/CIVIL DF
Total ALLIANT ENERGY (45):				12,701.97		
<b>AMAZON CAPITAL SERVICES INC (4073)</b>						
	1CCF-P3HT-	SCREEN MATERIAL PAINT	09/02/2025	55.99	110-210-6399	REPAIRS-STREET
	1CHH-3TH3-	BINDER	09/02/2025	28.58	001-110-6506	SUPPLIES/OFFICE
	1CVD-9FYY-	CHAIN SAW BAR	09/02/2025	38.24	610-816-6310	BUILDING & GROUNDS
	1jlg-kndw-1f4	BINDER	09/02/2025	24.71	001-110-6506	SUPPLIES/OFFICE
	1K4G-94VG-	BINDER RETURN	09/02/2025	21.59	001-110-6506	SUPPLIES/OFFICE
	1XGK-DWHR	STREET SIGN PARTS	09/02/2025	134.44	110-210-6509	SIGNS/POSTS/SIGNALS
	1XJ4-TDTC-	RECREATION SUPPLIES	09/02/2025	168.27	121-440-6499	REC DEPT EQUIPMENT
Total AMAZON CAPITAL SERVICES INC (4073):				428.64		
<b>AMES LOCK &amp; SECURITY (3101)</b>						
	8273	KEYS	09/02/2025	11.97	730-899-6399	FRC-REPAIRS
Total AMES LOCK & SECURITY (3101):				11.97		
<b>ARNOLD MOTOR SUPPLY (86)</b>						
	08NV204456	WIRING CONNECTORS	09/02/2025	4.19	110-210-6599	SUPPLIES
	08NV204644	ATTACK 68 PUMP REEL BATTERY	09/02/2025	171.10	001-150-6332	REPAIRS
	08nv204682	OIL FILTER POLICE CARS	09/02/2025	60.24	001-110-6332	REPAIRS/CARS
	08NV204706	SHOP SUPPLIES	09/02/2025	32.97	110-210-6599	SUPPLIES

Open Bills

Contact	Invoice	Description	Due Date	Total Cost	GL Account	GL Account Description
	08NV204706	HYDRAULIC HOSE	09/02/2025	190.06	110-210-6350	REPAIRS-EQUIP/MECHANIC
	08NV204860	OIL & FILTER - 2019 F250	09/02/2025	55.10	600-811-6599	SUPPLIES
	08NV204939	PAINT MARKERS	09/02/2025	21.16	110-210-6599	SUPPLIES
	08NV204958	PAINT SRAYER SUPPLIES	09/02/2025	24.97	110-210-6399	REPAIRS-STREET
	08NV205086	ANTIFREEZE SHOP STOCK	09/02/2025	17.20	001-150-6332	REPAIRS
Total ARNOLD MOTOR SUPPLY (86):				576.99		
<b>ASCENDANCE TRUCKS LLC (4739)</b>						
	XA30103838	TRUCK #34 HANGER BEARING	09/02/2025	242.68	110-210-6350	REPAIRS-EQUIP/MECHANIC
	XA30103840	TRUCK #34 U-JOINT STRAP	09/02/2025	31.18	110-210-6350	REPAIRS-EQUIP/MECHANIC
Total ASCENDANCE TRUCKS LLC (4739):				273.86		
<b>AUTOMATIC SYSTEMS CO (99)</b>						
	043779	SCADA CONTROLS PROGRAMING	09/02/2025	1,447.50	610-816-6419	SCADA UPDATES
Total AUTOMATIC SYSTEMS CO (99):				1,447.50		
<b>BLACKSTRAP (4903)</b>						
	157250	2025 ROAD SALT	09/02/2025	2,284.17	110-250-6599	SALT
	157353	2025 ROAD SALT	09/02/2025	2,108.53	110-250-6599	SALT
	157363	2025 ROAD SALT	09/02/2025	10,789.15	110-250-6599	SALT
Total BLACKSTRAP (4903):				15,181.85		
<b>BOEHM INSURANCE AGENCY INC (184)</b>						
	3914	INSURANCE - 2025 RAM	09/02/2025	478.00	110-211-6408	INSURANCE/LIABILITY
Total BOEHM INSURANCE AGENCY INC (184):				478.00		
<b>BOMGAARS (4040)</b>						
	85835073	AIR COMPRESSOR HOSE	09/02/2025	31.99	600-811-6350	REPAIRS
	85835610	WEED SPRAYER	09/02/2025	79.99	610-816-6310	BUILDING & GROUNDS
	85836968	PROPANE TANK	09/02/2025	19.99	610-816-6310	BUILDING & GROUNDS
Total BOMGAARS (4040):				131.97		
<b>BOONE ACE HARDWARE (2706)</b>						
	84887/2	INTAKE MORTAR	09/02/2025	36.45	740-865-6320	GROUNDS MAINT & REPAIRS
	84914/2	GARBAGE CAN	09/02/2025	26.99	110-210-6599	SUPPLIES
	84935/2	SPRAY PAINT MACHINE REPAIR	09/02/2025	49.93	110-210-6350	REPAIRS-EQUIP/MECHANIC
	84960/2	ETHERNET ADAPTOR	09/02/2025	8.99	610-816-6310	BUILDING & GROUNDS
Total BOONE ACE HARDWARE (2706):				122.36		
<b>BOONE AREA HUMANE SOCIETY (168)</b>						
	080125	CONTRACT SERVICES - AUGUST	09/02/2025	7,807.92	001-190-6499	CONTRACT SERVICES
	090125	CONTRACT SERVICES - SEPT	09/02/2025	7,807.92	001-190-6499	CONTRACT SERVICES
Total BOONE AREA HUMANE SOCIETY (168):				15,615.84		
<b>BOONE COUNTY (4567)</b>						
	1532	DRAINAGE ASSESSMENT DISTRICT 2	09/02/2025	2,885.74	740-865-6322	DRAINAGE ASSESSMENT
	1532A	DRAINAGE ASSESSMENT DISTRICT 2	09/02/2025	460.48	740-865-6322	DRAINAGE ASSESSMENT
	19877	R L FISHER AIRPOR TBUSINESS PK	09/02/2025	28.00	001-620-6418	TAXES
	539266	LANDFILL DISPOSAL	09/02/2025	331.80	610-816-6379	LANDFILL/SLUDGE

Contact	Invoice	Description	Due Date	Total Cost	GL Account	GL Account Description
Total BOONE COUNTY (4567):				3,706.02		
<b>BOONE COUNTY RECORDER (178)</b>						
	4000071	SOP RECORDING FEES	09/02/2025	32.00	001-620-6405	RECORDING/COURT FEES
	4000544	RECORDING FEES- CITY OF BOONE	09/02/2025	17.00	001-620-6405	RECORDING/COURT FEES
	4000544a	RECORDING FEES- CITY OF BOONE	09/02/2025	27.00	001-620-6405	RECORDING/COURT FEES
Total BOONE COUNTY RECORDER (178):				76.00		
<b>BOONE HARDWARE (1963)</b>						
	23279/1	CAULK/DOOR SWEEP	09/02/2025	46.45	730-899-6399	FRC-REPAIRS
	23398/1	SIGN BOLT	09/02/2025	25.20	110-210-6509	SIGNS/POSTS/SIGNALS
	23475/1	BATTERY - ADMIN CAR KEY FOB	09/02/2025	7.29	001-620-6332	VEHICLE REPAIRS
	23476/1	SAFETY GLASSES	09/02/2025	9.99	110-210-6599	SUPPLIES
Total BOONE HARDWARE (1963):				88.93		
<b>BOONE NEWS REPUBLICAN (4622)</b>						
	072125	ANNUAL SUBSCRIPTION - ADMIN	09/02/2025	53.26	001-620-6506	SUPPLIES/OFFICE
	11385945	REAL ESTATE AND PERSONAL PROP	09/02/2025	27.60	001-620-6414	PUBLICATIONS
Total BOONE NEWS REPUBLICAN (4622):				80.86		
<b>BORDER STATES INDUSTRIES (4002)</b>						
	930965760	SCOTCH LOCKS	09/02/2025	250.70	600-812-6599	SUPPLIES
Total BORDER STATES INDUSTRIES (4002):				250.70		
<b>CALIBRE PRESS (2299)</b>						
	25-144332	TRAINING- SLOTER	09/02/2025	169.00	001-110-6240	TRAVEL/CONF/TRAINING EX
Total CALIBRE PRESS (2299):				169.00		
<b>CENTRAL IA READY MIX (3871)</b>						
	796231	515 S MARSHALL STORM SEWER REP	09/02/2025	1,768.00	740-865-6320	GROUNDS MAINT & REPAIRS
	796620	7TH & ALLEN INTAKE	09/02/2025	516.00	740-865-6320	GROUNDS MAINT & REPAIRS
Total CENTRAL IA READY MIX (3871):				2,284.00		
<b>CINTAS CORPORATION (3731)</b>						
	5288273402	MED CABINET REFILL-PW	09/02/2025	156.36	110-210-6599	SUPPLIES
Total CINTAS CORPORATION (3731):				156.36		
<b>CITY OF BOONE (479)</b>						
	080125	WATER/SEWER - FRC	09/02/2025	906.76	730-899-6371	UTILITIES/FAMILY RESOURC
Total CITY OF BOONE (479):				906.76		
<b>CONTRACTOR SOLUTIONS LLC (4732)</b>						
	1-568586	SAFETY TRENCH BOX	09/02/2025	1,000.00	740-865-6727	EQUIPMENT
	1-568586	SAFETY TRENCH BOX	09/02/2025	5,546.95	610-817-6505	EQUIPMENT
	1-568586	SAFETY TRENCH BOX	09/02/2025	5,546.94	600-812-6504	EQUIPMENT
Total CONTRACTOR SOLUTIONS LLC (4732):				12,093.89		

Contact	Invoice	Description	Due Date	Total Cost	GL Account	GL Account Description
<b>CORE &amp; MAIN LP (3929)</b>						
	INV0020081	QUICKIE SAW BLADE	09/02/2025	265.66	600-812-6599	SUPPLIES
	W698554	14" WATER MAIN PARTS	09/02/2025	3,517.02	600-812-6350	MAIN & VALVE WORK
Total CORE & MAIN LP (3929):				3,782.68		
<b>DAKOTA SUPPLY GROUP (2892)</b>						
	S104920895	INTAKE GRATE	09/02/2025	268.04	740-865-6320	GROUNDS MAINT & REPAIRS
	S104949536	7TH & ALLEN STORM INTAKE	09/02/2025	531.82	740-865-6320	GROUNDS MAINT & REPAIRS
Total DAKOTA SUPPLY GROUP (2892):				799.86		
<b>DIAMOND VOGEL (4886)</b>						
	203297905	GLASS PAINT BEADS	09/02/2025	395.00	110-210-6399	REPAIRS-STREET
	203298070	TRAFFIC PAINT SUPPLIES	09/02/2025	633.75	110-210-6399	REPAIRS-STREET
Total DIAMOND VOGEL (4886):				1,028.75		
<b>ECOLAB INSTITUTIONAL (3696)</b>						
	8862248	PEST CONTROL-WW	09/02/2025	113.40	610-816-6495	SERVICE/PEST CONTROL
Total ECOLAB INSTITUTIONAL (3696):				113.40		
<b>ELIXIR RX OPTIONS (4840)</b>						
	596133	411 PRESCRIPTIONS	09/02/2025	2,385.53	112-930-6150	GROUP INSURANCE PAYME
	597470	411 PRESCRIPTIONS	09/02/2025	877.35	112-930-6150	GROUP INSURANCE PAYME
Total ELIXIR RX OPTIONS (4840):				3,262.88		
<b>EMPLOYEE BENEFIT SYSTEM (3345)</b>						
	090125	DENTAL PREMIUM-ADMIN	09/02/2025	586.02	113-620-6151	DENTAL-LIFE/ADMINISTRATI
	090125	DENTAL PREMIUM-BUILDING	09/02/2025	293.01	113-170-6151	DENTAL-LIFE/BLDG OFFL
	090125	DENTAL PREMIUM-RUT	09/02/2025	1,014.61	113-210-6151	DENTAL-LIFE/RUT
	090125	DENTAL PREMIUM-POLICE	09/02/2025	1,752.74	113-110-6151	DENTAL-LIFE/POLICE
	090125	DENTAL PREMIUM-FIRE	09/02/2025	1,036.22	113-150-6151	DENTAL-LIFE/FIRE
	090125	DENTAL PREMIUM-PARKS	09/02/2025	43.50	113-430-6151	DENTAL-LIFE/PARKS
	090125	DENTAL PREMIUM-CEMETERY	09/02/2025	124.09	113-450-6151	DENTAL-LIFE/CEMETERY
	090125	DENTAL PREMIUM-WATER	09/02/2025	124.09	600-810-6151	DENTAL-LIFE/WATER
	090125	DENTAL PREMIUM-SEWER	09/02/2025	43.50	610-815-6151	DENTAL-LIFE/SEWER
	090125	DENTAL PREMIUM-LIBRARY	09/02/2025	450.81	113-410-6151	DENTAL-LIFE/LIBRARY
	090125	HEALTH INSURANCE PREMIUM-ADMI	09/02/2025	11,780.76	112-620-6150	INSURANCE/ADMINISTRATIO
	090125	HEALTH INSURANCE PREMIUM-BUILD	09/02/2025	3,657.92	112-170-6150	GROUP INSURANCE/BLDG O
	090125	HEALTH INSURANCE PREMIUM-RUT	09/02/2025	20,936.56	112-210-6150	GROUP INSURANCE/RUT
	090125	HEALTH INSURANCE PREMIUM-FIRE	09/02/2025	16,774.28	112-150-6150	GROUP INSURANCE/FIRE
	090125	HEALTH INSURANCE PREMIUM-PARK	09/02/2025	1,665.36	112-430-6150	GROUP INSURANCE/PARK
	090125	HEALTH INSURANCE PREMIUM-POLI	09/02/2025	31,226.56	112-110-6150	GROUP INSURANCE/POLICE
	090125	HEALTH INSURANCE PREMIUM-WATE	09/02/2025	1,412.62	600-810-6150	GROUP INSURANCE/WATER
	090125	HEALTH INSURANCE PREMIUM-SEWE	09/02/2025	1,412.62	610-815-6150	GROUP INSURANCE/SEWER
	090125	HEALTH INSURANCE PREMIUM-RETI	09/02/2025	832.68	112-930-6150	GROUP INSURANCE PAYME
	090125	HEALTH INSURANCE PREMIUM-LIBRA	09/02/2025	8,301.12	112-410-6150	GROUP INSURANCE/LIBRAR
	090125	HEALTH INSURANCE PREMIUM-CEME	09/02/2025	1,992.56	112-450-6150	GROUP INSURANCE/CEMET
	090125	FLEX ADMINISTRATION FEE-ADMIN	09/02/2025	4.60	112-620-6150	INSURANCE/ADMINISTRATIO
	090125	FLEX ADMINISTRATION FEE-RUT	09/02/2025	4.60	112-210-6150	GROUP INSURANCE/RUT
	090125	FLEX ADMINISTRATION FEE-FIRE	09/02/2025	9.20	112-150-6150	GROUP INSURANCE/FIRE
	090125	FLEX ADMINISTRATION FEE-POLICE	09/02/2025	13.80	112-110-6150	GROUP INSURANCE/POLICE
	090125	FLEX ADMINISTRATION FEE-LIBRARY	09/02/2025	13.80	112-410-6150	GROUP INSURANCE/LIBRAR
	090125	HEALTH INSURANCE PREMIUM - REC	09/02/2025	1,992.56	112-440-6150	INSURANCE/RECREATION
	090125	DENTAL INSURANCE PREM- REC	09/02/2025	124.09	113-440-6151	DENTAL/RECREATION

Contact	Invoice	Description	Due Date	Total Cost	GL Account	GL Account Description
Total EMPLOYEE BENEFIT SYSTEM (3345):				107,624.28		
<b>FAREWAY (4563)</b>						
	00114412	PARADE CANDY COUNTY FAIR	09/02/2025	89.90	168-150-6499	FIRE TRUST ACCOUNT
Total FAREWAY (4563):				89.90		
<b>FIRSTNET (4433)</b>						
	2873194976	WIRELESS SERVICES-PD	09/02/2025	737.80	001-110-6373	TELEPHONE
Total FIRSTNET (4433):				737.80		
<b>GPM (3843)</b>						
	IE-9184	PART-INFLUENT SAMPLER MOTOR	09/02/2025	913.00	610-816-6350	REPAIRS
Total GPM (3843):				913.00		
<b>GRAYMONT WESTERN LIME INC (4147)</b>						
	35-245072	LIME	09/02/2025	7,555.80	600-811-6501	CHEMICALS
Total GRAYMONT WESTERN LIME INC (4147):				7,555.80		
<b>GROWMARK, INC (4772)</b>						
	59025801	PROPANE	09/02/2025	1,486.15	600-811-6379	PROPANE
Total GROWMARK, INC (4772):				1,486.15		
<b>HACH COMPANY (702)</b>						
	14621954	LAB CHEMICALS/EQUIPMENT	09/02/2025	244.50	600-811-6501	CHEMICALS
Total HACH COMPANY (702):				244.50		
<b>HAWKINS WATER TREATMENT GROUP (595)</b>						
	6953234	CREDIT HAWKINS	09/02/2025	25.00	600-811-6501	CHEMICALS
	7131504	DEMURRAGE CHARGE CHLORINE CY	09/02/2025	10.00	600-811-6501	CHEMICALS
	7167808	CHEMICALS-CHLORINE	09/02/2025	10.00	600-811-6501	CHEMICALS
	7171263	CHEMICALS	09/02/2025	10,576.20	600-811-6501	CHEMICALS
Total HAWKINS WATER TREATMENT GROUP (595):				10,571.20		
<b>HOKEL MACHINE SUPPLY (766)</b>						
	910243A	STREET LIGHT BOLTS	09/02/2025	44.30	110-240-6350	TRAFFIC REPAIRS
Total HOKEL MACHINE SUPPLY (766):				44.30		
<b>IA EMERGENCY MEDICAL SERVICES (3239)</b>						
	300002573	IEMSA DUES	09/02/2025	300.00	001-150-6240	TRAVEL/CONF/TRAINING EX
Total IA EMERGENCY MEDICAL SERVICES (3239):				300.00		
<b>IA LAW ENFORCEMENT ACADEMY (853)</b>						
	330727	FIREARMS INSTRUCTOR RECERTIFIC	09/02/2025	175.00	001-110-6240	TRAVEL/CONF/TRAINING EX
Total IA LAW ENFORCEMENT ACADEMY (853):				175.00		
<b>INFOMAX OFFICE SYSTEMS INC (3658)</b>						
	39909798	CITY HALL PRINTING CONTRACT	09/02/2025	58.14	110-211-6506	SUPPLIES/OFFICE

Contact	Invoice	Description	Due Date	Total Cost	GL Account	GL Account Description
	39909798	CITY HALL PRINTING CONTRACT	09/02/2025	103.43	001-170-6506	SUPPLIES/OFFICE
	39909798	CITY HALL PRINTING CONTRACT	09/02/2025	98.43	001-620-6599	MISC/MAINTENANCE AGREEMENT
	39909798	CITY HALL PRINTING CONTRACT	09/02/2025	174.69	600-810-6505	EQUIPMENT/OFFICE
	39909798	CITY HALL PRINTING CONTRACT	09/02/2025	174.69	610-815-6505	EQUIPMENT/OFFICE
Total INFOMAX OFFICE SYSTEMS INC (3658):				609.38		
<b>INLAND TRUCK PARTS &amp; SERVICE (4046)</b>						
	IN-1860591	TRUCK #33 HUB	09/02/2025	568.33	110-210-6350	REPAIRS-EQUIP/MECHANIC
Total INLAND TRUCK PARTS & SERVICE (4046):				568.33		
<b>ITSAVVY LLC (3996)</b>						
	01585335	DOCK FOR NEW CHIEF LAPTOP	09/02/2025	200.00	001-110-6506	SUPPLIES/OFFICE
Total ITSAVVY LLC (3996):				200.00		
<b>K &amp; R LAWN CARE INC (4278)</b>						
	60225	NUISANCE MOWING	09/02/2025	460.00	001-198-6498	WEED/SNOW
	60226	NUISANCE MOWING	09/02/2025	270.00	001-198-6498	WEED/SNOW
	60227	NUISANCE MOWING	09/02/2025	225.00	001-198-6498	WEED/SNOW
Total K & R LAWN CARE INC (4278):				955.00		
<b>LRE WATER (4833)</b>						
	30292	HYDROGEO REPORT- JORDAN WELL	09/02/2025	6,988.00	357-750-6407	WATER EXP PRJS - ENGINEER
Total LRE WATER (4833):				6,988.00		
<b>MCFARLAND CLINIC (2419)</b>						
	4541314	LABS/PATHOLOGY - QTY 1	09/02/2025	44.00	112-930-6150	GROUP INSURANCE PAYMENT
Total MCFARLAND CLINIC (2419):				44.00		
<b>MCMASTER-CARR SUPPLY COMPANY (1204)</b>						
	50306998	PARTS - AUGER MACHINE	09/02/2025	203.87	600-811-6350	REPAIRS
Total MCMASTER-CARR SUPPLY COMPANY (1204):				203.87		
<b>MENARDS (4565)</b>						
	12637	STEEL FISH TAPE	09/02/2025	18.35	110-240-6350	TRAFFIC REPAIRS
Total MENARDS (4565):				18.35		
<b>MID-IA PLANNING ALLIANCE (4360)</b>						
	1370	FY26 MEMBERSHIP DUES	09/02/2025	1,869.00	001-520-6651	ECONOMIC DEVELOPMENT
Total MID-IA PLANNING ALLIANCE (4360):				1,869.00		
<b>MIDSTATES PRECAST PRODUCTS INC (4273)</b>						
	28201	515 S MARSHALL STORM SEWER MA	09/02/2025	639.93	740-865-6324	DRAINAGE IMPROVEMENTS
Total MIDSTATES PRECAST PRODUCTS INC (4273):				639.93		
<b>MULTI SERVICE TECHNOLOGY SOLUTIONS INC (4818)</b>						
	09f52601	NUT SETTER TOOL	09/02/2025	19.99	110-210-6599	SUPPLIES

Contact	Invoice	Description	Due Date	Total Cost	GL Account	GL Account Description
Total MULTI SERVICE TECHNOLOGY SOLUTIONS INC (4818):				19.99		
<b>NIKKEL &amp; ASSOCIATES INC (1333)</b>						
	74690	ELECTRICAL TROUBLESHOOTING	09/02/2025	677.81	600-811-6350	REPAIRS
Total NIKKEL & ASSOCIATES INC (1333):				677.81		
<b>NUSO LLC (4320)</b>						
	131058922	SIP/VOIP LINES-CITY HALL	09/02/2025	22.82	110-211-6373	TELEPHONE
	131058922	SIP/VOIP LINES-CITY HALL	09/02/2025	22.82	600-811-6373	TELEPHONE
	131058922	SIP/VOIP LINES-CITY HALL	09/02/2025	22.82	610-816-6373	TELEPHONE
	131058922	SIP/VOIP LINES-CITY HALL	09/02/2025	22.82	001-620-6373	TELEPHONE
	131058922	SIP/VOIP LINES-LIBRARY	09/02/2025	24.17	001-410-6373	TELEPHONE
	131058922	SIP/VOIP LINES-PD	09/02/2025	158.83	001-110-6373	TELEPHONE
Total NUSO LLC (4320):				274.28		
<b>PAULA BEKKERUS (4890)</b>						
	082525	2025 BAND SERVICES	09/02/2025	68.86	001-420-6499	CITY BAND
Total PAULA BEKKERUS (4890):				68.86		
<b>PITNEY BOWES GLOBAL FINANCIAL SERVICES L (1418)</b>						
	3321173198	QUARTERLY POSTAGE MACHINE LEA	09/02/2025	25.56	001-110-6508	POSTAGE
	3321173198	QUARTERLY POSTAGE MACHINE LEA	09/02/2025	1.70	001-240-6508	POSTAGE
	3321173198	QUARTERLY POSTAGE MACHINE LEA	09/02/2025	1.70	001-150-6508	POSTAGE
	3321173198	QUARTERLY POSTAGE MACHINE LEA	09/02/2025	8.52	001-170-6508	POSTAGE
	3321173198	QUARTERLY POSTAGE MACHINE LEA	09/02/2025	6.84	001-620-6508	POSTAGE
	3321173198	QUARTERLY POSTAGE MACHINE LEA	09/02/2025	15.34	110-211-6508	POSTAGE
	3321173198	QUARTERLY POSTAGE MACHINE LEA	09/02/2025	30.68	600-810-6508	POSTAGE
	3321173198	QUARTERLY POSTAGE MACHINE LEA	09/02/2025	30.68	610-815-6508	POSTAGE
	3321173198	QUARTERLY POSTAGE MACHINE LEA	09/02/2025	1.70	001-450-6508	POSTAGE
	3321173198	QUARTERLY POSTAGE MACHINE LEA	09/02/2025	3.41	001-280-6508	POSTAGE
	3321173198	QUARTERLY POSTAGE MACHINE LEA	09/02/2025	6.82	001-430-6508	POSTAGE
	3321173198	QUARTERLY POSTAGE MACHINE LEA	09/02/2025	1.70	001-435-6508	POSTAGE
	3321173198	QUARTERLY POSTAGE MACHINE LEA	09/02/2025	17.04	001-410-6508	POSTAGE
	3321173198	QUARTERLY POSTAGE MACHINE LEA	09/02/2025	17.04	001-180-6508	POSTAGE
	3321173198	QUARTERLY POSTAGE MACHINE LEA	09/02/2025	1.70	002-440-6508	POSTAGE
Total PITNEY BOWES GLOBAL FINANCIAL SERVICES L (1418):				170.43		
<b>POMP'S TIRE SERVICE INC (4117)</b>						
	1400182576	4 TIRES PATROL CARS	09/02/2025	500.00	001-110-6332	REPAIRS/CARS
	1400183814	8 TIRES PATROL CARS	09/02/2025	1,000.00	001-110-6332	REPAIRS/CARS
Total POMP'S TIRE SERVICE INC (4117):				1,500.00		
<b>R &amp; W POWER (1552)</b>						
	22522	WEEDEATER REPAIR	09/02/2025	12.49	110-210-6350	REPAIRS-EQUIP/MECHANIC
	25005	WEED EATER PARTS	09/02/2025	86.97	110-210-6599	SUPPLIES
Total R & W POWER (1552):				99.46		
<b>REFLECTIONS GLASS &amp; MIRROR (3738)</b>						
	014502	TRK69 REAR WINDOW	09/02/2025	445.00	110-210-6350	REPAIRS-EQUIP/MECHANIC

Contact	Invoice	Description	Due Date	Total Cost	GL Account	GL Account Description
Total REFLECTIONS GLASS & MIRROR (3738):				445.00		
<b>RELIANT FIRE APPARATUS INC (3304)</b>						
	INV-IA-3397	TRUCK 66 SPV VALVE REPAIR KIT	09/02/2025	204.31	001-150-6332	REPAIRS
Total RELIANT FIRE APPARATUS INC (3304):				204.31		
<b>RESERVE ACCOUNT (3472)</b>						
	073125	POSTAGE REFILL-ADMIN	09/02/2025	60.00	001-620-6508	POSTAGE
	073125	POSTAGE REFILL-POLICE	09/02/2025	165.00	001-110-6508	POSTAGE
	073125	POSTAGE REFILL-PARK	09/02/2025	60.00	001-430-6508	POSTAGE
	073125	POSTAGE REFILL-FIRE	09/02/2025	15.00	001-150-6508	POSTAGE
	073125	POSTAGE REFILL-LIBRARY	09/02/2025	75.00	001-410-6508	POSTAGE
	073125	POSTAGE REFILL-BUILDING	09/02/2025	105.00	001-170-6508	POSTAGE
	073125	POSTAGE REFILL-AIRPORT	09/02/2025	15.00	001-280-6508	POSTAGE
	073125	POSTAGE REFILL-WATER	09/02/2025	345.00	600-810-6508	POSTAGE
	073125	POSTAGE REFILL-RENTAL	09/02/2025	90.00	001-180-6508	POSTAGE
	073125	POSTAGE REFILL-CEMETERY	09/02/2025	15.00	001-450-6508	POSTAGE
	073125	POSTAGE REFILL-SEWER	09/02/2025	345.00	610-815-6508	POSTAGE
	073125	POSTAGE REFILL-TRAFFIC	09/02/2025	15.00	001-240-6508	POSTAGE
	073125	POSTAGE REFILL-RUT	09/02/2025	180.00	110-211-6508	POSTAGE
	073125	POSTAGE REFILL-RECREATION	09/02/2025	15.00	002-440-6508	POSTAGE
Total RESERVE ACCOUNT (3472):				1,500.00		
<b>RYAN PALMER (3306)</b>						
	1033576025	REIMBURSE RYAN PALMER- SNACKS	09/02/2025	61.89	001-110-6240	TRAVEL/CONF/TRAINING EX
Total RYAN PALMER (3306):				61.89		
<b>SHORT ELLIOTT HENDRICKSON INC (3861)</b>						
	492951	WATER SYSTEM EXPANSION	09/02/2025	28,350.40	357-750-6407	WATER EXP PRJS - ENGINEE
	493401	HANCOCK DR EXT	09/02/2025	36,648.00	334-750-6407	ENGINEERING-HANCOCK DR
	493623	WW SYSTEM EXPANSION	09/02/2025	47,575.00	403-750-6407	WW EXPANSION-ENGINEERI
	493624	WW DISGESTER TANKS REPLACEME	09/02/2025	22,440.00	356-750-6407	AERATED DIGESTOR - ENGI
Total SHORT ELLIOTT HENDRICKSON INC (3861):				135,013.40		
<b>SIRCHIE ACQUISITION CO LLC (1626)</b>						
	0704378-IN	SPECIMEN CONTAINERS - EVIDENCE	09/02/2025	140.28	001-110-6599	POLICE EQUIP/SUPPLIES
Total SIRCHIE ACQUISITION CO LLC (1626):				140.28		
<b>STAPLES OIL COMPANY INC (4843)</b>						
	3036951808	GASOHOL-PUBLIC WORKS	09/02/2025	95.84	110-210-6331	GAS & OIL
	3036951808	GASOHOL-WATER PLANT	09/02/2025	4.80	600-811-6331	GAS AND OIL
	3036951808	GASOHOL-WATER	09/02/2025	11.28	600-812-6331	GAS & OIL
	3036951808	GASOHOL-FIRE FORD FUSION	09/02/2025	21.14	001-150-6331	GAS & OIL
	3036951808	GASOHOL-PARK	09/02/2025	59.83	001-430-6331	GAS & OIL
	3036951808	GASOHOL-CEMETERY	09/02/2025	11.94	001-450-6331	GAS & OIL
	3036951808	GASOHOL-POLICE	09/02/2025	137.83	001-110-6331	GAS & OIL
	3036951808	GASOHOL-FIRE	09/02/2025	14.91	001-150-6331	GAS & OIL
	3036951808	GASOHOL-SEWER PLANT	09/02/2025	8.80	610-816-6331	GAS/OIL
Total STAPLES OIL COMPANY INC (4843):				366.37		

Contact	Invoice	Description	Due Date	Total Cost	GL Account	GL Account Description
<b>STORY COUNTY TREASURER (2460)</b>						
	033125	DRUG TASK FORCE	09/02/2025	2,354.85	167-110-6599	TRUST/DRUG PURCHASE
	080625	DRUG TASK FORCE	09/02/2025	955.06	167-110-6599	TRUST/DRUG PURCHASE
Total STORY COUNTY TREASURER (2460):				3,309.91		
<b>STUEHMER CONTRACTING (3610)</b>						
	919A	CUSTODIAL SERVICE CITY HALL - AU	09/02/2025	800.00	001-650-6409	CITY HALL CLEANING
Total STUEHMER CONTRACTING (3610):				800.00		
<b>THE SHREDDER (4452)</b>						
	297560	SHREDDING SERVICE	09/02/2025	22.50	610-815-6599	MISC REFUNDS/NSF FEE
	297560	SHREDDING SERVICE	09/02/2025	22.50	001-620-6599	MISC/MAINTENANCE AGREEM
	297560	SHREDDING SERVICE	09/02/2025	22.50	110-211-6599	COMPUTER UPDATES
	297560	SHREDDING SERVICE	09/02/2025	22.50	600-810-6599	MISCELLANEOUS
Total THE SHREDDER (4452):				90.00		
<b>ULTIMATE JUNK AND DEMO LLC (4883)</b>						
	1065	313 14TH STREET - PROPERTY CLEA	09/02/2025	2,850.00	001-198-6497	NUISANCE ABATEMENT
Total ULTIMATE JUNK AND DEMO LLC (4883):				2,850.00		
<b>US WATER SERVICES CORPORATION (4370)</b>						
	SI124319	OPERATION/MAINTENANCE CONTRA	09/02/2025	40,214.19	610-816-6492	CONTRACT SERVICES
	SI124319	OPERATION/MAINTENANCE CONTRA	09/02/2025	43,096.74	600-811-6492	CONTRACT SERVICES
	SI124319	TELEPHONE/ALARM DIALERS	09/02/2025	130.00	600-811-6373	TELEPHONE
	SI124319	WATER PLANT INTERNET	09/02/2025	109.19	600-811-6373	TELEPHONE
	SI124319	TELEPHONE/ALARM DIALERS	09/02/2025	130.00	610-816-6373	TELEPHONE
Total US WATER SERVICES CORPORATION (4370):				83,680.12		
<b>VAN WALL EQUIPMENT INC (4221)</b>						
	6656122	MOWER SPINDLE	09/02/2025	219.78	110-210-6350	REPAIRS-EQUIP/MECHANIC
Total VAN WALL EQUIPMENT INC (4221):				219.78		
<b>VERIZON WIRELESS SERVICES LLC (1822)</b>						
	6120642833	WIRELESS SERVICE-POOL	09/02/2025	28.95	001-435-6373	TELEPHONE
	6120642833	WIRELESS SERVICE-PARK IPAD	09/02/2025	30.02	001-430-6373	TELEPHONE
	6120642833	WIRELESS SERVICE-CEMETERY IPAD	09/02/2025	30.02	001-450-6373	TELEPHONE
	6120642833	WIRELESS SERVICE-PW TABLETS 2	09/02/2025	81.22	110-211-6373	TELEPHONE
	6120642833	WIRELESS SERVICE-LIBRARY CELL	09/02/2025	63.80	001-410-6373	TELEPHONE
Total VERIZON WIRELESS SERVICES LLC (1822):				234.01		
<b>WALMART (4284)</b>						
	082625	CREDIT	09/02/2025	36.87	001-435-6503	POOL CONCESSION SUPPLI
	082625a	DOWN TOWN PLANT FOOD	09/02/2025	142.68	110-230-6499	BEAUTIFICATION/DOWNTOW
	356020	SD CARD	09/02/2025	8.98	610-816-6350	REPAIRS
	356020	SD CARD READER	09/02/2025	19.97	610-816-6350	REPAIRS
	356020	MEMORY CARD	09/02/2025	6.72	610-816-6350	REPAIRS
	555371	CONCESSIONS	09/02/2025	73.41	001-435-6503	POOL CONCESSION SUPPLI
	606477	PRINTER INK	09/02/2025	39.96	600-812-6599	SUPPLIES
	671369355	LAUNDRY SUPPLIES	09/02/2025	45.26	001-150-6599	MISC/SUPPLIES
	712928	POOL CLEANING SUPPLIES	09/02/2025	3.97	001-435-6504	EQUIPMENT/TOOLS

Contact	Invoice	Description	Due Date	Total Cost	GL Account	GL Account Description
Total WALMART (4284):				18.72		
<b>WALTERS SANITARY SERVICE INC (1848)</b>						
	57K09134	WASTE REMOVAL - FRC	09/02/2025	175.54	730-899-6371	UTILITIES/FAMILY RESOURC
Total WALTERS SANITARY SERVICE INC (1848):				175.54		
<b>WHKS &amp; CO (3051)</b>						
	55250	I/I PHASE 6 INSPECTIONS	09/02/2025	1,340.00	740-865-6498	CMOM
Total WHKS & CO (3051):				1,340.00		
<b>WINDSTREAM (3283)</b>						
	081525	PHONE SERVICE-BUILDING DEPT	09/02/2025	55.27	001-170-6373	TELEPHONE
	081525	PHONE SERVICE-FIRE DEPT	09/02/2025	97.40	001-150-6373	TELEPHONE,RADIO REPAIR
Total WINDSTREAM (3283):				152.67		
<b>WISECUP TRUCKING (3523)</b>						
	1627	1027 MARSHALL ST - PROPERTY CLE	09/02/2025	2,794.00	001-198-6497	NUISANCE ABATEMENT
Total WISECUP TRUCKING (3523):				2,794.00		
<b>XEROX CORPORATION (3807)</b>						
	504699536	COPIER AGREEMENT-WW	09/02/2025	54.49	610-816-6506	OFFICE SUPPLIES
Total XEROX CORPORATION (3807):				54.49		
Grand Totals:				453,566.28		

Report GL Period Summary

Vendor number hash: 0  
 Vendor number hash - split: 0  
 Total number of invoices: 0  
 Total number of transactions: 0

Report Criteria:  
 Detail report type printed

Batch	Vendor Number	Name	Invoice Number	Description	Invoice Amount	Check Number	Check Issue Date
1ST CHECKS	25	DAVID ADES	82925	CAR ALLOWANCE- SEPT	250.00	225083	08/29/2025
Total 25:					250.00		
LIBRARY	45	ALLIANT ENERGY	e082025	UTILITES- ELECTRIC	5,030.93	225066	08/20/2025
LIBRARY			g082025	GAS UTILITIES	69.50	225066	08/20/2025
Total 45:					5,100.43		
LIBRARY	311	CENTER POINT PUBLISH	2185312	LARGE PRINT FICTION B	595.68	225069	08/20/2025
Total 311:					595.68		
LIBRARY	479	CITY OF BOONE	1068	POOL PARTY, SRP	320.00	225071	08/20/2025
Total 479:					320.00		
LIBRARY	612	CHASE	00110382907	GIFT CARD, SRP ADULT I	75.00	225070	08/20/2025
LIBRARY			04588-57710	2 YARD SIGNS, LIB CARD	64.00	225070	08/20/2025
LIBRARY			082025	DSM REG SUBSCRIPTIO	44.00	225070	08/20/2025
LIBRARY			09570G	AMAZON & STARBUCKS,	175.00	225070	08/20/2025
LIBRARY			1252105385	GIFT CARD SRP YA INCE	25.00	225070	08/20/2025
LIBRARY			138158	GIFT CARD, SRP INCENT	25.00	225070	08/20/2025
LIBRARY			2508101996	LIBRARY FAX	34.07	225070	08/20/2025
LIBRARY			25210117000	GIFT CARD SRP YA INCE	25.00	225070	08/20/2025
LIBRARY			3052106705	GIFT CARDS SRP INCEN	100.00	225070	08/20/2025
LIBRARY			CM516223A	SRP YA PROG	8.50	225070	08/20/2025
Total 612:					575.57		
LIBRARY	867	INGRAM BOOK COMPAN	89136353	LIBRARY MATERIALS IN	8.32	225074	08/20/2025
LIBRARY			89136354	LIBRARY MATERIALS IN	45.05	225074	08/20/2025
LIBRARY			89136355	LIBRARY MATERIALS IN	19.66	225074	08/20/2025
LIBRARY			89249224	LIBRARY MATERIALS IN	18.17	225074	08/20/2025
LIBRARY			89249225	LIBRARY MATERIALS IN	12.14	225074	08/20/2025
LIBRARY			89249226	LIBRARY MATERIALS IN	10.96	225074	08/20/2025
LIBRARY			89249227	LIBRARY MATERIALS IN	11.99	225074	08/20/2025
LIBRARY			89249228	LIBRARY MATERIALS IN	10.20	225074	08/20/2025
LIBRARY			89249229	LIBRARY MATERIALS IN	46.97	225074	08/20/2025
LIBRARY			89249230	LIBRARY MATERIALS ING	67.47	225074	08/20/2025
LIBRARY			89272131	LIBRARY MATERIALS IN	21.91	225074	08/20/2025
LIBRARY			89272132	LIBRARY MATERIALS IN	21.02	225074	08/20/2025
LIBRARY			89286428	LIBRARY MATERIALS IN	17.80	225074	08/20/2025
LIBRARY			89286429	LIBRARY MATERIALS IN	87.25	225074	08/20/2025
LIBRARY			89331869	LIBRARY MATERIALS IN	48.25	225074	08/20/2025
LIBRARY			89331870	LIBRARY MATERIALS IN	67.60	225074	08/20/2025
LIBRARY			89331871	LIBRARY MATERIALS IN	9.87	225074	08/20/2025
LIBRARY			89331872	LIBRARY MATERIALS IN	374.47	225074	08/20/2025
LIBRARY			89355988	LIBRARY MATERIALS IN	16.17	225074	08/20/2025
LIBRARY			89355989	LIBRARY MATERIALS IN	6.02	225074	08/20/2025
LIBRARY			89355990	LIBRARY MATERIALS IN	12.83	225074	08/20/2025
LIBRARY			89355991	LIBRARY MATERIALS IN	7.83	225074	08/20/2025
LIBRARY			89355992	LIBRARY MATERIALS IN	31.37	225074	08/20/2025
LIBRARY			89355993	LIBRARY MATERIALS IN	42.45	225074	08/20/2025

*Paid Bills*

Batch	Vendor Number	Name	Invoice Number	Description	Invoice Amount	Check Number	Check Issue Date
LIBRARY			89355994	LIBRARY MATERIALS IN	332.34	225074	08/20/2025
LIBRARY			89377948	LIBRARY MATERIALS IN	19.57	225074	08/20/2025
LIBRARY			89377949	LIBRARY MATERIALS IN	11.97	225074	08/20/2025
LIBRARY			89377950	LIBRARY MATERIALS IN	25.22	225074	08/20/2025
LIBRARY			89377951	LIBRARY MATERIALS IN	67.18	225074	08/20/2025
LIBRARY			89377952	LIBRARY MATERIALS IN	8.02	225074	08/20/2025
LIBRARY			89398912	LIBRARY MATERIALS IN	19.38	225074	08/20/2025
LIBRARY			89398913	LIBRARY MATERIALS IN	21.29	225074	08/20/2025
LIBRARY			89438939	LIBRARY MATERIALS IN	49.59	225074	08/20/2025
LIBRARY			89438940	LIBRARY MATERIALS IN	7.76	225074	08/20/2025
LIBRARY			89438941	LIBRARY MATERIALS IN	53.80	225074	08/20/2025
LIBRARY			89438942	LIBRARY MATERIALS IN	10.71	225074	08/20/2025
LIBRARY			89487873	LIBRARY MATERIALS IN	34.39	225074	08/20/2025
LIBRARY			89487874	LIBRARY MATERIALS IN	51.38	225074	08/20/2025
LIBRARY			89487875	LIBRARY MATERIALS IN	22.09	225074	08/20/2025
LIBRARY			89487876	LIBRARY MATERIALS IN	16.31	225074	08/20/2025
LIBRARY			89487877	LIBRARY MATERIALS IN	80.97	225074	08/20/2025
LIBRARY			89509253	LIBRARY MATERIALS IN	19.22	225074	08/20/2025
LIBRARY			89509254	TEEN BOOKS INGRAM	8.22	225074	08/20/2025
LIBRARY			89509255	LIBRARY MATERIALS IN	21.10	225074	08/20/2025
LIBRARY			89509256	LIBRARY MATERIALS IN	6.91	225074	08/20/2025
Total 867:					1,903.19		
LIBRARY	897	IOWA RAILROAD HISTOR	082025	FAMILY TRAIN RIDE LE	500.00	225075	08/20/2025
Total 897:					500.00		
LIBRARY	1249	MIDWEST TAPE	507537342	DIGITAL LIBRARY MATE	600.54	225077	08/20/2025
Total 1249:					600.54		
LIBRARY	1848	WALTERS SANITARY SER	57K09086	GARBAGE SERVICE	61.61	225080	08/20/2025
Total 1848:					61.61		
LIBRARY	1963	BOONE HARDWARE	230951	FILES FOR DRILL	14.48	225068	08/20/2025
LIBRARY			232191	ANCHORS, TILE BIT, MAS	20.08	225068	08/20/2025
Total 1963:					34.56		
1ST CHECKS	1988	ONDREA ELMQUIST	82925	CAR ALLOWANCE- SEPT	300.00	225086	08/29/2025
Total 1988:					300.00		
MANUAL	2669	DEPT OF INSPECTIONS	081525	ABOVE GROUND STORA	150.00	224904	08/15/2025
Total 2669:					150.00		
LIBRARY	2876	GALE/CENGAGE LEARNI	9991006999	LARGE PRINT BOOKS	98.37	225073	08/20/2025
Total 2876:					98.37		
LIBRARY	2899	QUALITY ONE	17876	JANITORIAL SERVICE	2,088.00	225079	08/20/2025
Total 2899:					2,088.00		

Batch	Vendor Number	Name	Invoice Number	Description	Invoice Amount	Check Number	Check Issue Date
1ST CHECKS	3478	JIM ROBBINS PC	82925	LEGAL SERVICES - AUG	870.00	225084	08/29/2025
1ST CHECKS			82925	LEGAL SERVICES - AUG	72.50	225084	08/29/2025
1ST CHECKS			82925	LEGAL SERVICES - AUG	72.50	225084	08/29/2025
1ST CHECKS			82925	LEGAL SERVICES - AUG	145.00	225084	08/29/2025
1ST CHECKS			82925	LEGAL SERVICES - AUG	5,075.00	225084	08/29/2025
1ST CHECKS			82925	LEGAL SERVICES - AUG	725.00	225084	08/29/2025
1ST CHECKS			82925	LEGAL SERVICES - AUG	145.00	225084	08/29/2025
1ST CHECKS			82925	LEGAL SERVICES - AUG	145.00	225084	08/29/2025
Total 3478:					7,250.00		
LIBRARY	4073	AMAZON CAPITAL SERVI	1F9X-9JMY-	JNF BOOKS	118.37	225067	08/20/2025
LIBRARY			1FHH-HNC1-	JUV FIC BOOKS	126.59	225067	08/20/2025
LIBRARY			1FND-67FR-	JUV DVD	14.86	225067	08/20/2025
LIBRARY			1L1R-9FDX-	CUPS, SOAP, PTOWELS,	203.14	225067	08/20/2025
LIBRARY			1L1R-9FDX-	JUV DVDS	86.92	225067	08/20/2025
LIBRARY			1LQT-63M3-	JUV AUDIO MATERIALS	22.47	225067	08/20/2025
LIBRARY			1MLN-XHG1-	ADULT DVDS	125.38	225067	08/20/2025
LIBRARY			1NDL-6F3R-	ADULT AUDIO MATERIAL	42.54	225067	08/20/2025
LIBRARY			1P4L-3G9H-	CD MTG RM DIGITAL SCR	1,359.20	225067	08/20/2025
LIBRARY			1RXK-DWNV	PROG SUPPL, CAKE DEC	47.03	225067	08/20/2025
LIBRARY			1Y3M-R7Y4-	JUV FIC	18.99	225067	08/20/2025
LIBRARY			1Y3M-R7Y4-	JUV FIC	11.99	225067	08/20/2025
Total 4073:					2,177.48		
LIBRARY	4343	OGDEN TELEPHONE CO	84.95	INTERNET-LIBRARY	84.95	225078	08/20/2025
Total 4343:					84.95		
LIBRARY	4410	CULTUREALL	73061	KAZAKH GAMES WORKS	235.00	225072	08/20/2025
Total 4410:					235.00		
LIBRARY	4566	ACCESS SYSTEMS	39800775	COPIER/MONTHLY PRIN	306.14	225065	08/20/2025
Total 4566:					306.14		
1ST CHECKS	4567	BOONE COUNTY	82925	FY 2026 ASSSSMENT - S	5,191.67	225082	08/29/2025
Total 4567:					5,191.67		
MANUAL	4570	IA DNR	0815251	NPDES AND OPERATION	1,275.00	224903	08/15/2025
MANUAL			082125	ANNUAL WATER SUPPLY	1,381.15	225035	08/21/2025
Total 4570:					2,656.15		
MANUAL	4571	VISION BANK	0821251	IADNR- WASTEWATER C	104.04	225081	08/21/2025
MANUAL			0821251	IADNR- WATER SUPPLY	197.21	225081	08/21/2025
MANUAL			0821251	IACMA CONF HOTEL-EL	63.77	225081	08/21/2025
MANUAL			0821251	IACMA CONF HOTEL -EL	63.77	225081	08/21/2025
MANUAL			0821251	IACMA CONF HOTEL -EL	63.77	225081	08/21/2025
MANUAL			0821251	IACMA CONF HOTEL -EL	63.77	225081	08/21/2025
MANUAL			0821251	WHENIWORK- POOL SCH	112.50	225081	08/21/2025
MANUAL			0821251	AMS- CASELLE CONNEC	.15	225081	08/21/2025
MANUAL			0821251	IA SECRETARY OF STATE	30.00	225081	08/21/2025

Batch	Vendor Number	Name	Invoice Number	Description	Invoice Amount	Check Number	Check Issue Date
Total 4571:					698.98		
1ST CHECKS	4749	NATHAN OSMUNDSON	082925	CAR ALLOWANCE- SEPT	250.00	225085	08/29/2025
Total 4749:					250.00		
1ST CHECKS	4817	PERRY GJERSVIK	82925	CAR ALLOWANCE - SEPT	62.50	225087	08/29/2025
1ST CHECKS			82925	CAR ALLOWANCE - SEPT	62.50	225087	08/29/2025
1ST CHECKS			82925	CAR ALLOWANCE - SEPT	62.50	225087	08/29/2025
1ST CHECKS			82925	CAR ALLOWANCE - SEPT	62.50	225087	08/29/2025
Total 4817:					250.00		
LIBRARY	4874	MATTHEW F MORGAN	6022025	SUPER HERO APPEARA	200.00	225076	08/20/2025
Total 4874:					200.00		
Grand Totals:					31,878.32		

+ 2,572.15  
1,838.13  
36,288.60

Report Criteria:  
Detail report type printed

Library: 14,881.52  
 Utility Refunds: 2,572.15  
 1st Checks: 13,491.67  
 Manual Check: 5,343.26

Report Criteria:

Report type: Summary  
 Check.Type = {<>} "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
08/25	08/20/2025	225065	4566	ACCESS SYSTEMS LEASING	001-050-2020	306.14
08/25	08/20/2025	225066	45	ALLIANT ENERGY	001-050-2020	5,100.43
08/25	08/20/2025	225067	4073	AMAZON CAPITAL SERVICES INC	001-050-2020	2,177.48
08/25	08/20/2025	225068	1963	BOONE HARDWARE	001-050-2020	34.56
08/25	08/20/2025	225069	311	CENTER POINT PUBLISHING	001-050-2020	595.68
08/25	08/20/2025	225070	612	CHASE	169-050-2020	575.57
08/25	08/20/2025	225071	479	CITY OF BOONE	169-050-2020	320.00
08/25	08/20/2025	225072	4410	CULTUREALL	169-050-2020	235.00
08/25	08/20/2025	225073	2876	GALE/CENGAGE LEARNING	001-050-2020	98.37
08/25	08/20/2025	225074	867	INGRAM BOOK COMPANY	001-050-2020	1,903.19
08/25	08/20/2025	225075	897	IOWA RAILROAD HISTORICAL SOCIE	169-050-2020	500.00
08/25	08/20/2025	225076	4874	MATTHEW F MORGAN	169-050-2020	200.00
08/25	08/20/2025	225077	1249	MIDWEST TAPE	001-050-2020	600.54
08/25	08/20/2025	225078	4343	OGDEN TELEPHONE CO	001-050-2020	84.95
08/25	08/20/2025	225079	2899	QUALITY ONE	001-050-2020	2,088.00
08/25	08/20/2025	225080	1848	WALTERS SANITARY SERVICE INC	001-050-2020	61.61
Grand Totals:						14,881.52

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
001-050-2020	.00	13,173.36-	13,173.36-
001-410-6230	47.03	.00	47.03
001-410-6321	34.56	.00	34.56
001-410-6371	5,162.04	.00	5,162.04
001-410-6373	34.07	.00	34.07
001-410-6409	2,088.00	.00	2,088.00
001-410-6414	306.14	.00	306.14
001-410-6499	84.95	.00	84.95
001-410-6502	3,096.18	.00	3,096.18
001-410-6506	1,626.34	.00	1,626.34
001-410-6598	694.05	.00	694.05
169-050-2020	.00	1,708.16-	1,708.16-
169-410-6599	1,708.16	.00	1,708.16
Grand Totals:	14,881.52	14,881.52-	.00

Check Details

Check Number	Sequence Number	Date	Description	Journal	Source Application	GL Account Number	Amount	
225036	1	08/22/2025	ADAIR, KATELYN E	CD	Utility Management	600-810-6490	71.32	
225037	1	08/22/2025	AFTERGOOD, MATTEA H	CD	Utility Management	600-810-6490	125.00	
225038	1	08/22/2025	AGAN, HANNAH N	CD	Utility Management	600-810-6490	125.00	
225039	1	08/22/2025	BOWMAN, LEANNA R	CD	Utility Management	999-000-1105	41.29	
225040	1	08/22/2025	CLAUSEN, CAMBRELLE A	CD	Utility Management	600-810-6490	32.57	
225041	1	08/22/2025	COX, CURTIS	CD	Utility Management	999-000-1105	22.29	
225042	1	08/22/2025	DEVOS, KARI R	CD	Utility Management	600-810-6490	52.77	
225043	1	08/22/2025	DEVOS, KARI R	CD	Utility Management	999-000-1105	60.68	
225044	1	08/22/2025	FARLEY, JOEL	CD	Utility Management	600-810-6490	125.00	
225045	1	08/22/2025	FLISS, BLAKE	CD	Utility Management	600-810-6490	125.00	
225046	1	08/22/2025	HUDDLESON, BRADLEY M	CD	Utility Management	600-810-6490	125.00	
225047	1	08/22/2025	HULL, JACKSON R	CD	Utility Management	600-810-6490	125.00	
225048	1	08/22/2025	KNIGHT, JEFF	CD	Utility Management	600-810-6490	63.75	
225049	1	08/22/2025	MCCAFFREY, JANE	CD	Utility Management	999-000-1105	37.86	
225049	2	08/22/2025	MCCAFFREY, JANE	CD	Utility Management	999-000-1105	10.35	
225049	3	08/22/2025	MCCAFFREY, JANE	CD	Utility Management	999-000-1105	.59	
225049	4	08/22/2025	MCCAFFREY, JANE	CD	Utility Management	999-000-1105	2.43	
225049	5	08/22/2025	MCCAFFREY, JANE	CD	Utility Management	999-000-1105	.05	
225049	6	08/22/2025	MCCAFFREY, JANE	CD	Utility Management	999-000-1105	.66	
225050	1	08/22/2025	MILLER, DENISE	CD	Utility Management	999-000-1105	21.07	
225051	1	08/22/2025	MORRIS, LYNDA E	CD	Utility Management	600-810-6490	98.03	
225052	1	08/22/2025	NELSON, PATRICIA	CD	Utility Management	600-810-6490	125.00	
225053	1	08/22/2025	NOLTE, MICHAEL W	CD	Utility Management	600-810-6490	125.00	
225054	1	08/22/2025	NOREM, DAMON	CD	Utility Management	600-810-6490	125.00	
225055	1	08/22/2025	PIERCE, KATI	CD	Utility Management	600-810-6490	125.00	
225056	1	08/22/2025	PIONKOWSKI, ASHLEY M	CD	Utility Management	600-810-6490	66.32	
225057	1	08/22/2025	RICHARDS, SETH A	CD	Utility Management	999-000-1105	64.76	
225057	2	08/22/2025	RICHARDS, SETH A	CD	Utility Management	999-000-1105	94.06	
225057	3	08/22/2025	RICHARDS, SETH A	CD	Utility Management	999-000-1105	6.81	
225057	4	08/22/2025	RICHARDS, SETH A	CD	Utility Management	999-000-1105	2.05	
225057	5	08/22/2025	RICHARDS, SETH A	CD	Utility Management	999-000-1105	1.13	
225057	6	08/22/2025	RICHARDS, SETH A	CD	Utility Management	999-000-1105	3.89	
225058	1	08/22/2025	RIPPKE, BYRON	CD	Utility Management	999-000-1105	67.68	
225058	2	08/22/2025	RIPPKE, BYRON	CD	Utility Management	999-000-1105	8.27	
225058	3	08/22/2025	RIPPKE, BYRON	CD	Utility Management	999-000-1105	4.06	
225058	4	08/22/2025	RIPPKE, BYRON	CD	Utility Management	999-000-1105	.02	
225058	5	08/22/2025	RIPPKE, BYRON	CD	Utility Management	999-000-1105	.56	
225059	1	08/22/2025	ROBERTS, AMBER N	CD	Utility Management	600-810-6490	125.00	
225060	1	08/22/2025	SHAUGER, TIMOTHY C	CD	Utility Management	999-000-1105	39.37	
225061	1	08/22/2025	SHOEMAKER, MELISSA	CD	Utility Management	600-810-6490	125.00	
225062	1	08/22/2025	WINGATE, MARTHA K	CD	Utility Management	999-000-1105	52.77	
225063	1	08/22/2025	WOOD, JENNIFER S	CD	Utility Management	600-810-6490	99.57	
225064	1	08/22/2025	WYATT, KEVIN	CD	Utility Management	600-810-6490	45.12	
99001	1	08/22/2025	TOTAL CHECKS & OTHER CHARGES - COMBINED	CD	Utility Management	999-000-1110	2,572.15-	
							**** Credits:	2,572.15-
							**** Debits:	2,572.15
							**** Proof:	.00

Utility Refunds

Report Criteria:

Report type: Summary  
 Check.Type = {<>} "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
08/25	08/29/2025	225082	4567	BOONE COUNTY LANDFILL	004-050-2020	5,191.67
08/25	08/29/2025	225083	25	DAVID ADES	001-050-2020	250.00
08/25	08/29/2025	225084	3478	JIM ROBBINS PC	610-050-2020	7,250.00
08/25	08/29/2025	225085	4749	NATHAN OSMUNDSON	002-050-2020	250.00
08/25	08/29/2025	225086	1988	ONDREA ELMQUIST	001-050-2020	300.00
08/25	08/29/2025	225087	4817	PERRY GJERSVIK	110-050-2020	250.00
Grand Totals:						<u>13,491.67</u>

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
001-050-2020	.00	6,847.50-	6,847.50-
001-110-6411	870.00	.00	870.00
001-150-6411	72.50	.00	72.50
001-170-6332	250.00	.00	250.00
001-280-6411	145.00	.00	145.00
001-430-6411	72.50	.00	72.50
001-620-6240	362.50	.00	362.50
001-620-6411	5,075.00	.00	5,075.00
002-050-2020	.00	250.00-	250.00-
002-440-6240	250.00	.00	250.00
004-050-2020	.00	5,191.67-	5,191.67-
004-290-6499	5,191.67	.00	5,191.67
110-050-2020	.00	787.50-	787.50-
110-211-6240	62.50	.00	62.50
110-211-6411	725.00	.00	725.00
600-050-2020	.00	207.50-	207.50-
600-810-6240	62.50	.00	62.50
600-810-6411	145.00	.00	145.00
610-050-2020	.00	207.50-	207.50-
610-815-6240	62.50	.00	62.50
610-815-6411	145.00	.00	145.00
Grand Totals:	<u>13,491.67</u>	<u>13,491.67-</u>	<u>.00</u>

Contact	Invoice	Description	Due Date	Total Cost	GL Account	GL Account Description
<b>DEPT OF INSPECTIONS &amp; APPEALS (2669)</b>						
	081525	ABOVE GROUND STORAGE TANKS P	08/27/2025	150.00	110-210-6331	GAS & OIL
Total DEPT OF INSPECTIONS & APPEALS (2669):				150.00		
<b>IA DNR (4570)</b>						
	0815251	NPDES AND OPERATIONS PERMIT FE	08/27/2025	1,275.00	610-816-6491	SERVICE/STATE LICENSES
	082125	ANNUAL WATER SUPPLY FEE	08/27/2025	1,381.15	600-811-6470	PERMITS/STATE
Total IA DNR (4570):				2,656.15		
<b>VISION BANK (4571)</b>						
	0821251	IADNR- WASTEWATER CONSTRUCTI	08/27/2025	104.04	334-750-6407	ENGINEERING-HANCOCK DR
	0821251	IADNR- WATER SUPPLY ENGINEERIN	08/27/2025	197.21	600-811-6470	PERMITS/STATE
	0821251	IACMA CONF HOTEL-ELMQUIST	08/27/2025	63.77	001-620-6240	TRAVEL/CONFERENCE EXPE
	0821251	IACMA CONF HOTEL -ELMQUIST	08/27/2025	63.77	600-810-8240	TRAVEL/CONFERENCE EXPE
	0821251	IACMA CONF HOTEL -ELMQUIST	08/27/2025	63.77	610-815-6240	TRAVEL/CONF ADMIN
	0821251	IACMA CONF HOTEL -ELMQUIST	08/27/2025	63.77	110-211-6240	TRAVEL/CONFERENCE EXPE
	0821251	WHENIWORK- POOL SCHEDULING PR	08/27/2025	112.50	001-435-6499	SERVICES
	0821251	AMS- CASELLE CONNECT CLOUD SE	08/27/2025	.15	110-211-6599	COMPUTER UPDATES
	0821251	IA SECRETARY OF STATE- NOTARY R	08/27/2025	30.00	001-110-6411	LEGAL FEES/POLICE
Total VISION BANK (4571):				698.98		
Grand Totals:				3,505.13		

Report GL Period Summary

Vendor number hash: 0  
 Vendor number hash - split: 0  
 Total number of invoices: 0  
 Total number of transactions: 0

Manual Checks

Contact	Invoice	Description	Due Date	Total Cost	GL Account	GL Account Description
<b>TREASURER/STATE OF IOWA (1659)</b>						
	073025	POOL SALES TAXES-JULY	07/30/2025	1,838.13	001-435-6418	SALES TAX
Total TREASURER/STATE OF IOWA (1659):				1,838.13		
Grand Totals:				1,838.13		

Report GL Period Summary

Vendor number hash: 0  
Vendor number hash - split: 0  
Total number of invoices: 0  
Total number of transactions: 0

Manual checks

**Return Document To:** Jim P. Robbins 1001 W. Mamie Eisenhower, Boone, IA 50036  
**Preparer Information:** Raphael M. Montag III, 1620 Superior Street, Unit 1, Webster City,  
Iowa 50595 | 515.832.2885

ORDINANCE NO. 2323

**BE IT HEREBY ORDAINED BY THE CITY COUNCIL OF THE CITY OF  
BOONE, IOWA:**

Section 1. Purpose: To allow the City of Boone, Iowa to change the Parking Regulations in the Code of Ordinances.

Section 2. Chapter 69 is amended as follows:

Amend Section 69.09(2) to state “Tenth Street, on both sides from Marshall Street to Green Street; except on the North side between the 700 and 800 blocks of Tenth Street.”

Section 3. Repealer Clause. All ordinances in conflict herewith are repealed.  
They are: None

Section 4. Severability Clause. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity or the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

Section 5. When Effective. This ordinance shall be in effect after its passage, approval and publication as provided by law.

Passed and adopted by the City Council of the City of Boone, Iowa, this 2<sup>nd</sup> day of September, 2025.

\_\_\_\_\_  
Elijah Stines - Mayor

Attest:

I, Kim Majors, City Clerk of the City of Boone, Iowa, hereby certify that the above and foregoing Ordinance is a true copy as shown by the records of the City of Boone, Iowa.

\_\_\_\_\_  
Kim Majors – City Clerk