



GRINNELL PLANNING COMMITTEE REGULAR SESSION MEETING  
MONDAY, JULY 6, 2026, AT 6:15 PM  
IN THE COUNCIL CHAMBERS ON THE 2ND FLOOR OF CITY HALL  
AND VIA ZOOM  
[HTTPS://ZOOM.US/J/97001127528?PWD=YTDO6FVVQNCIBTNWOEX  
GOUSBZKQIJB.1](https://zoom.us/j/97001127528?pwd=YTDO6FVVQNCIBTNWOEXGOUSBZKQIJB.1)

MEETING ID: 970 0112 7528  
PASSCODE: 744248

## TENTATIVE AGENDA

---

### A. Roll Call:

### B. Perfecting and Approval of Agenda:

### C. Committee Business:

1. Consider approval of a resolution approving reasonable competitive bidding procedures for and setting the date for a public hearing on the proposal to convey interests in real property located within the Grinnell Urban Renewal Area (Lots 25-26, Scout Subdivision); directing publication of related notices; and declaring the intent of the City to accept the offer submitted by Innovative Construction, Inc. in the event that no qualified competing proposals are submitted. (See Resolution No. 2026-103)
2. Consider approval of a resolution to approve improvement projects as submitted and request tax exemption for said improvements according to the Grinnell Urban Revitalization Plan. (See Resolution No. 2026-104)
3. Consider approval of a resolution designating the official physical posting location for public meeting notices and agendas. (See Resolution No. 2026-105)
4. Consider accepting the proposal from Re/Max Partners Realty for real estate marketing and listing services.
5. Plan a tour of the Public Services department for July 13, 2026 at 5:00 P.M.
6. Discuss dead or dying trees.
7. Discuss Strategic Planning.

### D. Inquiries: Public Comment

Visitors may address the Council/Board at this time; however, comments will be limited to 2 minutes. As per Iowa's Open Meetings Law, Council/Board can only listen during public comments and cannot take any action on items that are not

*Any person with a disability who requires a modification or accommodation in order to participate in the meeting, or any person with limited English proficiency (LEP) who requires language assistance to communicate with the City Council during the meeting, should contact the City Clerk, (641) 236-2600 or [adevig@grinnelliowa.gov](mailto:adevig@grinnelliowa.gov), no fewer than two business days prior to the meeting to enable the City of Grinnell to make reasonable arrangements to assure accessibility or language assistance for the meeting.*

1

posted on the agenda. Council may take issues under advisement and if needed refer them to a department head, Mayor's committee, or add them to a future agenda.

**E. Adjourn:**

*Any person with a disability who requires a modification or accommodation in order to participate in the meeting, or any person with limited English proficiency (LEP) who requires language assistance to communicate with the City Council during the meeting, should contact the City Clerk, (641) 236-2600 or [adevig@grinnelliowa.gov](mailto:adevig@grinnelliowa.gov), no fewer than two business days prior to the meeting to enable the City of Grinnell to make reasonable arrangements to assure accessibility or language assistance for the meeting.*

## ITEM TO INCLUDE ON AGENDA

### CITY OF GRINNELL, IOWA

July 6, 2026

7:00 P.M.

#### Grinnell Urban Renewal Plan

- Resolution approving reasonable competitive bidding procedures for and setting the date for a public hearing on the proposal to convey interests in real property located within the Grinnell Urban Renewal Area (Lots 25-26, Scout Subdivision); directing publication of related notices; and declaring the intent of the City to accept the offer submitted by Innovative Construction, Inc. in the event that no qualified competing proposals are submitted

### IMPORTANT INFORMATION

1. The above agenda items should be included, along with any other agenda items, in the meeting agenda. The agenda should be posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the body holding the meeting. If no such office exists, the notice must be posted at the building in which the meeting is to be held.
2. If you do not now have a bulletin board designated as above mentioned, designate one and establish a uniform policy of posting your notices of meeting and tentative agenda.
3. Notice and tentative agenda must be posted at least 24 hours prior to the commencement of the meeting.

NOTICE MUST BE GIVEN PURSUANT TO IOWA CODE  
CHAPTER 21 AND THE LOCAL RULES OF THE CITY.

July 6, 2026

The City Council of the City of Grinnell in the State of Iowa, met in regular session, in the Council Chambers, City Hall, 520 4th Avenue, Grinnell, Iowa, at 7:00 P.M., on the above date. There were present Mayor Cox, in the chair, and the following named Council Members:

\_\_\_\_\_  
\_\_\_\_\_

Absent: \_\_\_\_\_

\* \* \* \* \*

Council Member \_\_\_\_\_ then introduced the following proposed Resolution entitled "RESOLUTION APPROVING REASONABLE COMPETITIVE BIDDING PROCEDURES FOR AND SETTING THE DATE FOR A PUBLIC HEARING ON THE PROPOSAL TO CONVEY INTERESTS IN REAL PROPERTY LOCATED WITHIN THE GRINNELL URBAN RENEWAL AREA TO INNOVATIVE CONSTRUCTION, INC. (LOTS 25-26, SCOUT SUBDIVISION); DIRECTING PUBLICATION OF RELATED NOTICES; AND DECLARING THE INTENT OF THE CITY TO ACCEPT THE OFFER SUBMITTED BY INNOVATIVE CONSTRUCTION, INC. IN THE EVENT THAT NO QUALIFIED COMPETING PROPOSALS ARE SUBMITTED", and moved that the same be adopted. Council Member \_\_\_\_\_ seconded the motion to adopt. The roll was called and the vote was,

AYES: \_\_\_\_\_  
\_\_\_\_\_

NAYS: \_\_\_\_\_

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

RESOLUTION NO. 2026-103

RESOLUTION APPROVING REASONABLE COMPETITIVE BIDDING PROCEDURES FOR AND SETTING THE DATE FOR A PUBLIC HEARING ON THE PROPOSAL TO CONVEY INTERESTS IN REAL PROPERTY LOCATED WITHIN THE GRINNELL URBAN RENEWAL AREA TO INNOVATIVE CONSTRUCTION, INC. (LOTS 25-26, SCOUT SUBDIVISION); DIRECTING PUBLICATION OF RELATED NOTICES; AND DECLARING THE INTENT OF THE CITY TO ACCEPT THE OFFER SUBMITTED BY INNOVATIVE CONSTRUCTION, INC. IN THE EVENT THAT NO QUALIFIED COMPETING PROPOSALS ARE SUBMITTED

WHEREAS, by Resolution No. 1687, adopted March 21, 1994, 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 Grinnell Urban Renewal Plan (the "Urban Renewal Plan" or "Plan") for the Grinnell Urban Renewal Area (the "Urban Renewal Area" or "Area") described therein, which Plan has been amended nine times, most recently by Amendment No. 10 approved by Resolution No. 2025-184 adopted on October 20, 2025, and which Plan, as amended, is on file in the office of the Recorder of Poweshiek County; and

WHEREAS, Iowa Code Chapter 403 authorizes cities to dispose of property in furtherance of the objectives of an urban renewal project and to take other actions as may be necessary to carry out the purposes of said Chapter; and

WHEREAS, the City of Grinnell (the "City") has received a proposal from Innovative Construction, Inc. (the "Buyer"), in the form of a proposed Real Estate Purchase Agreement (the "Agreement"), which Agreement proposes that the City would sell certain City-owned real property within the Urban Renewal Area (the "Property") to Buyer for a purchase price of \$25,000 per lot, for a total of \$50,000, which Property is legally described as follows:

Lots 25-26, Scout Subdivision, City of Grinnell, Poweshiek County, Iowa

WHEREAS, because the Property is located within an urban renewal area, the City's sale of the Property is subject to the provisions of Iowa Code Section 403.8; and

WHEREAS, in order to comply with Iowa Code Section 403.8, the City is approving competitive bidding procedures for the disposition of the Property and inviting all persons interested in submitting a competing offer for the Property to submit a proposal meeting the requirements set forth herein; and

WHEREAS, to both recognize the proposal already received from the Buyer (in the form

of the Agreement) for the sale and redevelopment of the Property, and to give full and fair opportunity for other developers interested in submitting a proposal for the sale of the Property, by adoption of this Resolution this Council is: (i) determining a fair value of the Property, (ii) approving the minimum requirements for sale of the Property, (iii) approving “reasonable competitive bidding procedures” for disposition of the Property, and (iv) declaring the City’s intent to accept the Agreement with Buyer if no qualifying competing proposals are received; and

WHEREAS, the Council has determined that the Agreement is in the best interests of the City and the residents thereof and that the performance by the City of its obligations thereunder is a public undertaking and purpose and in furtherance of the Plan and, further, that the Agreement and the City’s performance thereunder is in furtherance of appropriate activities and objectives of the Plan within the meaning of Iowa Code Chapter 403, taking into account the factors set forth therein; and

WHEREAS, to comply with the procedural requirements of the Iowa Code, pursuant to Iowa Code Sections 364.6 and 403.8, it is deemed sufficient if the action hereinafter described be taken, including that this Council has set forth its proposal in this Resolution and should now set a date for a public hearing on the proposed conveyance of the City’s interests in the Property, at which time this Council proposes to take action thereon and to receive oral and/or written objections from any resident or property owner of said City to such action.

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

Section 1. That, by this Resolution, this Council does hereby give notice to all persons interested in bidding for the sale of the Property of the opportunity to submit a proposal for purchase and development of the Property meeting the criteria set forth herein, which proposal must be submitted consistent with the procedural requirements set forth herein.

Section 2. That all persons desiring to submit a competing proposal for the Property must submit a proposal pursuant to the following procedure, which procedure this Council has determined to be a reasonable competitive bidding process:

- a. Written proposals for the purchase of the Property must be received by the City Clerk at or before 12:00 P.M. on August 14, 2026 by personal delivery or postal mail to City Hall, 520 4th Avenue, Grinnell, Iowa.
- b. Each proposal that is timely received will be opened by the City Clerk, or the City Clerk’s designee, at 1:00 P.M. in the City Clerk’s office on August 14, 2026. The City Clerk, or the City Clerk’s designee, is hereby authorized and directed to make a preliminary analysis of each such proposal for compliance with the minimum requirements established by this Council herein and to advise the Council with respect thereto.
- c. The qualifying proposals will be presented to the City Council during a public

hearing at the Council meeting which begins at 7:00 P.M. on August 17, 2026. The Council shall judge the strength of the proposals meeting the foregoing minimum requirements by the criteria set forth herein, and may make the final selection of a proposal or may reject any and all proposals received.

Section 3. It is hereby determined that in order to qualify for consideration for selection, each bidder must submit a proposal which contains terms no less favorable to the City than those set forth in the Agreement submitted by the Buyer, and which must include and provide for the bidder's purchase of the Property at not less than the fair value.

Section 4. It is hereby determined, based on investigation by the City, that the proposed sale price of the Property of \$25,000 per lot, for a total of \$50,000, is equal to or greater than fair value for the Property, and is hereby approved. The proposed sale price and the terms of payment as described in the Agreement are hereby approved; a copy of the Agreement is on file with the City Clerk, a copy of which is available by contacting the City Clerk's office.

Section 5. It is hereby determined that the Agreement submitted by the Buyer satisfies the requirements of this offering and is approved as to form, subject to modifications as determined appropriate by the City Council, a copy of which Agreement is available from the City Clerk's office.

Section 6. It is hereby determined that the Buyer possesses the qualifications, financial resources, and legal ability necessary to purchase and redevelop the Property in the manner proposed by this offering and in accordance with the Plan.

Section 7. This action of the Council shall be considered to be and does hereby constitute notice to all concerned of the intention of this Council to accept the Agreement with the Buyer for the sale of the Property unless a qualified competing proposal is timely received, pursuant to the procedures set forth above, that, in the Council's judgement, is superior to the Agreement.

Section 8. The City Clerk is hereby directed to cause at least one publication to be made of a notice of competitive bidding, in a legal newspaper having general circulation in the City, said publication to be at least thirty (30) days prior to the date competing proposals are due, which notice shall be in substantially the following form:

NOTICE OF COMPETITIVE BIDDING FOR THE DISPOSITION OF CERTAIN PROPERTY LOCATED WITHIN THE GRINNELL URBAN RENEAL AREA PURSUANT TO COMPETITIVE CRITERIA AND PROCEDURES

PUBLIC NOTICE is hereby given that the City of Grinnell, Iowa (the "City") has received a proposal in the form of a Real Estate Purchase Agreement (the "Agreement") from Innovative Construction, Inc. (the "Buyer") related to the sale of certain City-owned real property (the "Property"), which Property is located within the Grinnell Urban Renewal Area, and more particularly described as follows:

Lots 25-26, Scout Subdivision, City of Grinnell, Poweshiek County, Iowa

The Agreement proposes that the City would sell the Property to Buyer for \$25,000 per lot, for a total of \$50,000, under the terms and conditions set forth in the Agreement.

In order to comply with Iowa Code Section 403.8, the City has established reasonable competitive bidding procedures for the anticipated disposition of the Property and all persons interested in submitting a competing proposal for the purchase and development of the Property (as legally described above) should submit a proposal meeting the requirements set forth herein:

1. In order to qualify for consideration for selection, each bidder must submit a proposal that contains terms no less favorable to the City than those set forth in the Agreement submitted by Buyer. A copy of the Agreement is available for public inspection by contacting the City Clerk's office during regular business hours.
2. In order to qualify for consideration for selection, each bidder must submit a proposal that provides for the bidder's purchase of the Property at not less than fair value in accordance with Iowa Code Section 403.8. The City Council has determined that the Agreement's proposed sale price for the Property of \$25,000 per lot, for a total of \$50,000, is equal to or greater than fair value.
3. Written proposals for the purchase of the Property must be received by the City Clerk's office at or before **12:00 PM (Noon) on August 14, 2026**, by personal delivery or postal mail to the City Clerk at City Hall, 520 4th Avenue, Grinnell, Iowa.

Each qualifying competing proposal received will be opened by the City Clerk or her designee in the City Clerk's office at 1:00 P.M. on August 14, 2026, and will be presented to the City Council during a public hearing at the Council meeting which begins at 7:00 P.M. on August 17, 2026. The Council shall judge the strength of the proposals meeting the foregoing minimum requirements by the criteria set forth above and may make the final evaluation and selection of a proposal or may reject any or all proposals.

In the event that no other qualified proposals are timely submitted, the City intends to enter into the Agreement with the Buyer, and sell the Property to Buyer under the terms and conditions of the proposed Agreement.

This notice is given by order of the City Council of the City of Grinnell in the State of Iowa, as provided by Iowa Code Sections 364.6 and 403.8.

Dated this 6th day of July, 2026.

---

City Clerk, City of Grinnell in the State of Iowa

(End of Notice)

Section 8. That this Council shall hold a public hearing at its meeting which begins at 7:00 P.M. on August 17, 2026, in the Council Chambers, City Hall, 520 4th Avenue, Grinnell, Iowa for the purpose of taking action on the matter of the proposal to convey interests in real property to Innovative Construction, Inc., pursuant to the terms and conditions of the proposed Agreement.

Section 9. That the City Clerk is hereby directed to cause at least one publication of a notice of said public hearing in a newspaper published at least once weekly and having general circulation in said City, said publication to be not less than four (4) clear days nor more than twenty (20) days before the date of said public meeting.

Section 10. The notice of the public hearing and proposed action shall be in substantially the following form:

**(One publication required)**

NOTICE OF PUBLIC HEARING OF THE CITY COUNCIL OF THE CITY OF GRINNELL IN THE STATE OF IOWA, ON THE MATTER OF THE PROPOSAL TO CONVEY REAL PROPERTY TO INNOVATIVE CONSTRUCTION, INC. PURSUANT TO A PROPOSED REAL ESTATE PURCHASE AGREEMENT, AND THE HEARING THEREON

PUBLIC NOTICE is hereby given that the Council of the City of Grinnell in the State of Iowa, will hold a public hearing before itself at its meeting that commences at 7:00 P.M. on August 17, 2026, in the Council Chambers, City Hall, 520 4th Avenue, Grinnell, Iowa, at which meeting the Council proposes to take action on the proposal to enter into a Real Estate Purchase Agreement (the "Agreement") with Innovative Construction, Inc. (the "Buyer"), and the proposal to convey certain real property within the Urban Renewal Area (the "Property") to the Buyer, pursuant to the terms and conditions of the Agreement. The Property is legally described as:

Lots 25-26, Scout Subdivision, City of Grinnell, Poweshiek County, Iowa

The Agreement proposes that the City would sell the Property to Buyer for \$25,000 per lot, for a total of \$50,000, subject to the detailed terms and conditions set forth in the Agreement.

A copy of the Agreement is on file for public inspection during regular business hours in the office of the City Clerk, City Hall, City of Grinnell, Iowa.

At the time and place set for the public hearing, interested individuals will be given the opportunity to express their views, both orally and in writing, on the proposed conveyance and proposed Agreement. After all objections have been received and considered, the Council may at this meeting or at any adjournment thereof, take additional action to approve the Agreement or to modify the Agreement, or may abandon the proposal to authorize said Agreement.

This notice is given by order of the City Council of the City of Grinnell in the State of Iowa, as provided by Iowa Code Section 364.6.

Dated this 6th day of July, 2026.

\_\_\_\_\_  
City Clerk, City of Grinnell in the State of Iowa

(End of Notice)

PASSED AND APPROVED this 6<sup>th</sup> day of July, 2026.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

CERTIFICATE

STATE OF IOWA )  
 ) SS  
COUNTY OF POWESHIEK )

I, the undersigned City Clerk of the City of Grinnell, State of Iowa, do hereby certify that attached is a true and complete copy of the portion of the corporate records of the City showing proceedings of the Council, and the same is a true and complete copy of the action taken by the Council with respect to the matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that meeting and all action thereat was duly and publicly held in accordance with a notice of public hearing and tentative agenda, a copy of which was timely served on each member of the Council and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Council (a copy of the face sheet of the agenda being attached hereto) pursuant to the local rules of the Council and the provisions of Chapter 21, Code of Iowa, upon reasonable advance notice to the public and media at least twenty-four hours prior to the commencement of the meeting as required by law and with members of the public present in attendance; I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective city offices as indicated therein, that no vacancy existed except as may be stated in the proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the City or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand and the seal of the Council hereto affixed this 6th day of July, 2026.

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

(SEAL)

4933-2317-7401-1\10542-189

**APPLICATION FOR TAX ABATEMENT**  
**UNDER CITY OF GRINNELL'S**  
**AMENDED AND RESTATED CONSOLIDATED URBAN REVITALIZATION PLAN**

The City of Grinnell’s Amended and Restated Consolidated Urban Revitalization Plan allows for the following property tax exemptions for actual value added by eligible improvements constructed on qualified properties located in the consolidated Grinnell Urban Revitalization Area:

Property Assessed as Residential: 100% exemption from taxation on the first \$75,000 of actual value added by the eligible improvements, for a period of 5 years (not applicable to property tax levies imposed by a school district for applications submitted on or after July 1, 2024, as and to the extent required by Iowa Code Section 404.3D)

Property Assessed as Residential – Located within 2013 Central Subarea: 100% exemption from taxation on the actual value added by the eligible improvements, for a period of 10 years (not applicable to property tax levies imposed by a school district for applications submitted on or after July 1, 2024, as and to the extent required by Iowa Code Section 404.3D)

Property Assessed as Residential with 3+ Separate Dwelling Units: 100% exemption from taxation on the actual value added by the eligible improvements, for a period of 10 years (not applicable to property tax levies imposed by a school district for applications submitted on or after July 1, 2024, as and to the extent required by Iowa Code Section 404.3D)

Property Assessed as Commercial: 100% exemption from taxation on the actual value added by the eligible improvements, for a period of 3 years

Abandoned Property: Property owner may select one of two available exemption schedules: (a) declining percentage exemption from taxation on the actual value added by the eligible improvements, over a period of 15 years; or (b) 100% exemption from taxation on the actual value added by the eligible improvements, for a period of 5 years.

- Select One:**
- First-Year Application for Completed Improvements**  
*(must be filed with the City by February 1<sup>st</sup> of the assessment year for which the exemption is first claimed, not later than the year in which the improvements are first assessed for taxation or the following two assessment years)*
  - Application for Prior Approval for Intended Improvements**  
*(for conditional approval under the current exemption schedules; final eligibility is subject to completion of eligible improvements and filing of first-year application by February 1 of the first assessment year after completion of improvements)*

**PROPERTY FOR WHICH APPLICATION IS SUBMITTED:**

**Property Address:** 818 Hamilton Avenue \_\_\_\_\_, Grinnell, IA

**Legal Description (if known):** Parcel ID: 180-0609900 \_\_\_\_\_

**Property Assessment Category:**     Residential     Residential with 3+ Separate Dwelling Units  
    Commercial     Other: \_\_\_\_\_

If Property qualifies as “Abandoned Property,” identify the exemption schedule applied for:

- 100% of actual value added by improvements exempt from taxation, for 5 years
- Declining percentage of actual value added by improvements exempt from taxation, over 15 years

(Year 1 - 80% of actual value added exempt from taxation, Year 2 - 75%, Year 3 - 70%, Year 4 - 65%, Year 5 - 60%, Year 6 - 55%, Year 7 - 50%, Year 8 - 45%, Year 9 - 40%, Year 10 - 35%, Year 11 - 30%, Year 12 - 25%, Year 13 - 20%, Year 14 - 20%, Year 15 - 20%)

**Tenants Occupying Property at time of Original Plan Adoption (if any/if known):** N/A

**IMPROVEMENTS FOR WHICH APPLICATION IS SUBMITTED:**

**Select one:**     **New Construction**     **Improvements to Existing Structure**

Describe Improvements: Conversion of Davis school building into 20 apartments.

Attach copies of any issued building permit(s).

**Estimated or Actual Date of Completion:** 07 / 01 / 2027

**Estimated or Actual Cost of Improvements:** \$ 1200000

**PROPERTY OWNER SUBMITTING APPLICATION:**

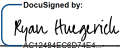
**Name of Property Owner/Title Holder:** Scholar Square LLC

**Address of Owner (if different than above):** P.O. Box 203 Franktown, CO 80116

**Phone Number (to be reached during business hours):** ( 888 ) 424-1988

**Email Address:** ryan@hci1988.com                      brandy@hci1988.com

Print Name of Property Owner: Scholar Square LLC

Signature:  \_\_\_\_\_ Date: 6/18/2026

If Property Owner is an entity:

Print Name of Signatory: Ryan Huegerich

Signatory title/position: Managing Partner

This application summarizes the Urban Revitalization Plan terms. For complete information, request a copy of the Amended and Restated Consolidated Urban Revitalization Plan, from GRINNELL City Hall. In the event of any inconsistency, the Plan terms shall control.

FOLLOWING SECTIONS TO BE COMPLETED BY CITY/COUNTY:	
CITY COUNCIL REVIEW:	<input type="checkbox"/> <b>PRIOR APPROVAL Application (if applicable) Approved</b> by Resolution No. _____ adopted by City Council on ____/____/20____ <input type="checkbox"/> <b>FIRST YEAR Application (required) Approved</b> by Resolution No. _____ adopted by City Council on ____/____/20____ <input type="checkbox"/> <b>Application Denied – Reason:</b> _____  Mayor’s Signature: _____

	Attest by City Clerk: _____
COUNTY ASSESSOR REVIEW:	Prior Building/Improvements Assessed Value: \$ _____ Assessed Value with New Improvements: \$ _____ Percentage Increase in Assessed Value: _____ % _____ <b>Eligible under Plan</b> _____ <b>Not Eligible under Plan</b>  Assessor's Signature: _____ Date: _____

02344192\10575-214

**RESOLUTION NO. 2026-104**

**A RESOLUTION TO APPROVE IMPROVEMENT PROJECTS AS SUBMITTED FOR PROPERTY AND REQUEST TAX EXEMPTION FOR THIS IMPROVEMENT ACCORDING TO GRINNELL URBAN REVITALIZATION PLAN – AMENDMENT No. 3 (Scholar Square, LLC., 818 Hamilton Avenue)**

BE IT RESOLVED by the Grinnell City Council that the improvement project as listed below meets the requirements to qualify for tax exemption as stated in Grinnell Urban Revitalization Plan, and

BE IT FURTHER RESOLVED that tax exemptions are subject to review by the Poweshiek County Assessor and that exemptions are not valid until improvements are completed.

NOW, THEREFORE, BE IT RESOLVED that the Application for Urban Revitalization tax exemption as submitted for the following property is approved by the Grinnell City Council:

Urban Revitalization: Scholar Square, LLC., 818 Hamilton Avenue.

**Property Assessed as Residential with 3+ Separate Dwelling Units:**  
100% exemption from taxation on the actual value added by the eligible improvements, for a period of 10 years (not applicable to property tax levies imposed by a school district for applications submitted on or after July 1, 2024, as and to the extent required by Iowa Code Section 404.3D)

PASSED AND APPROVED THIS 6<sup>th</sup> day of June 2026.

\_\_\_\_\_  
Sam Cox, Mayor

Attest:

\_\_\_\_\_  
Alyssa Devig, City Clerk/Finance Director

RESOLUTION NO. 2026-105

A RESOLUTION DESIGNATING THE OFFICIAL PHYSICAL POSTING  
LOCATION FOR PUBLIC MEETING NOTICES AND AGENDAS

**WHEREAS**, the City Council of Grinnell, Iowa (the “Council”) is a governmental body subject to the requirements of the Iowa Open Meetings Law, Iowa Code Chapter 21; and

**WHEREAS**, the General Assembly of the State of Iowa enacted House File 2490, effective July 1, 2026, which requires governmental bodies to annually designate a prominent and conspicuous place which is easily accessible to the public where meeting notices and tentative agendas are posted and visible to the public at all times; and

**WHEREAS**, as amended by House File 2490, Iowa Code Section 21.4 also requires notices and tentative agendas to be posted on the governmental body’s primary internet site; and

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

Section 1. Official Physical Posting Location. The Council hereby designates the following location as the official physical site for the posting of all public meeting notices and tentative agendas:

- Grinnell City Hall, Bulletin Board located on the West end of the building, 520 4<sup>th</sup> Avenue, Grinnell, IA 50112.

Section 2. Internet Posting. In addition to the physical posting location designated in Section 1, notices of meetings and tentative agendas shall be posted on the City of Grinnell’s primary internet site at:

- <https://www.grinnelliowa.gov/>

Passed and approved on this 6<sup>th</sup> day of July, 2026.

---

Mayor

Attest:

---

City Clerk



CITY OF GRINNELL  
520 Fourth Avenue  
Grinnell, Iowa  
50112-1947  
Phone: 641-236-2600  
Fax: 641-236-2626

MAYOR

SAM COX  
scox@grinnelliowa.gov

CITY COUNCIL

BYRON HUEFTLE-WORLEY  
*At-Large*

SARAH SMITH  
*At-Large*

JOHN D. COX  
*1st Ward*

JO WRAY  
*2nd Ward*

VACANT  
*3rd Ward*

SHANE HART  
*4th Ward*

ADMINISTRATION

RUSSELL L. BEHRENS  
*City Manager*  
rbehrens@grinnelliowa.gov

ALYSSA DEVIG  
*City Clerk/Finance Director*  
adevig@grinnelliowa.gov

KRISTINE STONE  
*City Attorney*  
kstone@ahlerslaw.com

Visit us at  
[www.grinnelliowa.gov](http://www.grinnelliowa.gov)

Real Estate RFP Review

The City of Grinnell is interested in hiring a real estate firm to actively market and list City-owned properties for sale that are also capable and comfortable with professionally promoting these properties to turn them into exciting high-quality uses.

I reached out to four local businesses and requested they respond to the attached RFP, and based on the submissions, I ultimately decided to recommend Re/Max Partners with the following in mind:

The City of Grinnell's objective is not simply to sell City-owned properties, but to actively market them in a manner that attracts high-quality development and creates the greatest long-term economic development benefit for the community.

Re/Max Partners submitted the proposal that most closely aligned with the City's objectives. Their response demonstrated a strong understanding of economic development and business recruitment, while also outlining prior experience marketing commercial properties and recruiting businesses. Their proposed marketing strategy extends beyond traditional real estate listings by utilizing targeted outreach, national marketing efforts, and they intend to create a dedicated website specifically highlighting these properties.

Their proposal also recognized the unique nature of marketing publicly owned property, including the potential use of development incentives such as tax increment financing (TIF) or tax abatements, as well as the public processes that may be involved in completing a sale. This demonstrated an understanding of the complexities associated with municipal real estate transactions.

Although their proposal includes a flat administrative fee in addition to a commission structure comparable to the other respondents, their fee structure is transparent and clearly identified other potential costs associated with their services.

Overall, Re/Max Partners presented the strongest vision for positioning these properties as future development opportunities. Their experience, marketing approach, and understanding of economic development made them the firm best suited to assist the City in achieving its redevelopment goals.

Respectfully,

Tyler Avis  
Building and Planning Director



Request for Proposal (RFP)  
City of Grinnell

Real Estate Marketing and Listing Services

Issue Date -

RFP COORDINATOR:

Tyler Avis – [tavis@grinnelliowa.gov](mailto:tavis@grinnelliowa.gov)

Building and Planning Director

Phone: 641-236-2600

520 4th Ave, Grinnell, IA 50112

Introduction

The City of Grinnell, Iowa is seeking proposals from qualified real estate professionals or firms to provide strategic marketing, brokerage, and listing services for City-owned properties. These properties include residential, commercial, and light industrial sites and the City's objective doesn't just include seeking a firm to help facilitate the sale of these properties, but also to promote high-quality development that supports long-term economic growth, job creation, and tax base expansion. The City has a desire to bring new residents and exciting businesses to the community and the selected firm(s) will be expected to market these properties (property list attached) and actively recruit targeted potential developers, such as national and regional restaurant and fast-food franchises, retail operators and developers, and light industrial users (e.g., logistics, small manufacturing, flex space)

1. Scope of Services

A. Firm to Offer General Brokerage Services:

Typical tasks include listing and marketing these properties and discussing pricing recommendations and providing market analyses. Facilitating the negotiations and transactions while working with and communicating to City Staff throughout the sales process is a given.

B. Firm to Facilitate Strategic Marketing

Respondents must provide a comprehensive marketing strategy that goes beyond traditional MLS listings. The firm will need to develop professional marketing materials for each property and utilize digital marketing to ensure a comprehensive regional and

national outreach effort is completed that intends to identify potential targeted industries and uses.

### C. Targeted Business Recruitment

The selected firm(s) will be expected to actively pursue prospective buyers and tenants, including franchise operators and developers, site selectors and commercial developers, and out-of-market businesses seeking expansion opportunities. Respondents must demonstrate that they have established networks and strong industry contacts, experience recruiting businesses to similar markets, and display a proven track record of success with commercial or industrial transactions.

### D. Customized Property Messaging

For the commercial and light industrial properties, marketing must emphasize opportunities for unique development, suitability for national or regional franchises, opportunities for local entrepreneurs, and flexibility in deal structure. The City encourages messaging that reflects a willingness to consider creative pricing structures, openness to incentives or negotiated terms, and goes beyond a simple “Build to Suit” approach and should highlight the City’s desire to pursue attractive and potentially lucrative arrangements to bring unique businesses to Grinnell. Messaging should also emphasize a focus on long-term economic impact rather than a strict price-per-square-foot maximization. Respondents must have a good understanding of Iowa law regarding land disposal for city governments.

## 2. Deliverables

The selected firm(s) will be expected to provide:

- Property-specific marketing packages
- A target prospect list for each commercial/industrial site
- Documentation of outreach efforts
- Regular progress reports (recommended quarterly)
- Updates on market conditions and strategy adjustments

## 3. Compensation

The City is open to various compensation structures. Respondents should clearly outline proposed compensation, which may include:

- Standard commission-based structures
- Tiered incentives for achieving specific outcomes (e.g., attracting national franchises, job creation, or high-impact developments)
- Alternative or creative compensation models

## 4. Proposal Requirements

Proposals must be limited to two pages and include a firm overview and qualifications, relevant experience with similar projects, a description of the proposed marketing and recruitment strategy, and an outline of networks, partnerships, and industry contacts.

Submissions should also detail the proposed compensation structure, provide examples of past marketing materials or case studies, and include references.

#### 5. Evaluation Criteria

Proposals will be evaluated based on the following:

- Experience with commercial and industrial real estate
- Demonstrated success in business recruitment or out-of-market transactions
- Quality and creativity of marketing strategy
- Strength of professional network and outreach capability
- Understanding of small-market development dynamics
- Proposed compensation structure

#### 6. Additional Considerations

The City recognizes that successful recruitment of national or regional users may require collaboration beyond traditional brokerage services. Respondents are encouraged to propose partnerships or strategies that enhance outreach and effectiveness.

#### 7. Submission Information

RFPs to be submitted by 12:00 p.m. noon Wednesday, May 27, 2026 to Tyler Avis, 520 4<sup>th</sup> Ave, City of Grinnell, IA 50112, or [tavis@grinnelliowa.gov](mailto:tavis@grinnelliowa.gov)

#### 8. Reservation of Rights

The City reserves the right to reject any or all proposals, request additional information from respondents, negotiate terms with selected firm(s), and award contracts in whole or in part.

Address	Intended Use	Current Zoning Classification
99 BILLY ROBINSON CT	RESIDENTIAL	R-1: SINGLE FAMILY RESIDENTIAL
98 BILLY ROBINSON CT	RESIDENTIAL	R-1: SINGLE FAMILY RESIDENTIAL
97 BILLY ROBINSON CT	RESIDENTIAL	R-1: SINGLE FAMILY RESIDENTIAL
96 BILLY ROBINSON CT	RESIDENTIAL	R-1: SINGLE FAMILY RESIDENTIAL
800 BLAKELY CIRCLE	INDUSTRIAL	M-2: HEAVY INDUSTRIAL
610 INDUSTRIAL AVE	COMMERCIAL	C-1: GENERAL COMMERCIAL
432 6TH AVE W	INDUSTRIAL/COMMERCIAL	M-1: LIGHT INDUSTRIAL
1702 SUNSET ST	RESIDENTIAL	R-1: SINGLE FAMILY RESIDENTIAL
1610 SUNSET ST	RESIDENTIAL	R-2: TWO FAMILY RESIDENTIAL
1608 SUNSET ST	RESIDENTIAL	R-2: TWO FAMILY RESIDENTIAL
1604 SUNSET ST	RESIDENTIAL	R-2: TWO FAMILY RESIDENTIAL
1450 WEST ST S	INDUSTRIAL/COMMERCIAL	M-1: LIGHT INDUSTRIAL
105 BILLY ROBINSON CT	RESIDENTIAL	R-1: SINGLE FAMILY RESIDENTIAL
104 BILLY ROBINSON CT	RESIDENTIAL	R-1: SINGLE FAMILY RESIDENTIAL
103 BILLY ROBINSON CT	RESIDENTIAL	R-1: SINGLE FAMILY RESIDENTIAL
102 BILLY ROBINSON CT	RESIDENTIAL	R-1: SINGLE FAMILY RESIDENTIAL



RE/MAX Partners Realty  
Grinnell, Iowa 50112

May 27, 2026

**Tyler Avis**, Building and Planning Director  
City of Grinnell  
520 4th Avenue  
Grinnell, Iowa 50112

**RE: Proposal for Real Estate Marketing and Listing Services**

Dear Tyler,

Please accept the attached proposal from RE/MAX Partners Realty in response to the City of Grinnell's RFP for Real Estate Marketing and Listing Services. We are eager to partner with the City to transition these residential, commercial, and light industrial parcels into vibrant, tax-generating assets.

Our firm operates on a strict "representation before profit" credo. We combine the global reach of the RE/MAX network—connecting Grinnell directly to over 110,000 associates across 100 countries—with an intimate, hyper-local understanding of Grinnell's zoning, incentives, and development needs.

We look forward to deploying our creative marketing strategies—including "curbside-ready" residential bundling, multi-language digital platforms, and targeted TIF/abatement promotion—with the absolute legal integrity required by municipal code. Thank you for your time, consideration, and continued leadership.

Sincerely,

A handwritten signature in blue ink, appearing to read "Matthew Karjalahti".

**Matthew Karjalahti**, Broker / Principal  
RE/MAX Partners Realty  
932 Main St.  
Grinnell, Iowa

## 1. Experience with Commercial and Industrial Real Estate

RE/MAX Partners Realty stands as Grinnell's premier, and ONLY commercially accredited brokerage. We blend the massive transactional pipeline of a top-10 global brand with specialized local infrastructure designed specifically for small-town Iowa development dynamics.

- **Matthew Karjalahti (Broker/Principal, ACP, CNE):** Brings over 15 years of industry experience, closing more than 900 transactions totaling over \$1 Billion in career sales. He is an Accredited Commercial Professional who has been recognized multiple times as the #1 highest-selling commercial agent for RE/MAX in the Iowa/Nebraska region.
- **Bennett Wiltfang, JD (Broker Associate):** A Grinnell native with a Juris Doctor from Drake Law School. Bennett specializes in evaluating complex commercial transactions, structural deal mechanics, and municipal land disposal laws. As an active owner and operator of his own real estate rental portfolio, he delivers a practical, battle-tested "owner-investor" perspective to contract negotiations.
- **Stephanie Gwin (Sales Associate):** A high-production agent with 21 recent listings who maintains a 98% sold-to-list price ratio. Stephanie transitions critical thinking and high-level communication skills from a five-year nursing career into smooth contract management.
- **Core Operational Support:** Backed by **Marcy Van Wyk - Haddrell (CFO)** Office admin oversight and compliance, **Jessica Dawson (CTO)** leading our data infrastructure, and **Lynn Mawe (Licensed Appraiser/Sales Associate)** delivering surgical Fair Market Value (FMV) data and Broker Price Opinions (BPOs).

## 2. Demonstrated Success in Business Recruitment or Out-of-Market Transactions

We do not passive-list properties; we aggressively target, recruit, and secure out-of-market users to expand Grinnell's job market and tax base. It's not always fast but we are resolute, committed and consistent.

- **National & Franchise Recruitment:** Orchestrated the transaction bringing **Kwik Trip/Star** to the Lang Creek corridor. We maintain active retention and site management efforts for **Subway**, utilizing established corporate contacts within entities like **Hilton Companies, Edward Jones, Casey's, Wells Fargo**, etc. to identify expanding regional users.
- **Medical Group Infrastructure:** Serving as the long-term real estate partner for **UnityPoint Health**, executing the listing and sale of their Tama/Toledo and Lynnville clinics, managing the active sale of their Brooklyn clinic, and serving as tenant representative for the critical relocation of **UnityPoint Hospice** in Grinnell.
- **New Commercial Influx:** Recruited **Uptown Nutrition (819 Commercial St)**, **Integrity Cleaning (801 State St)**, the **Grinnell School of Music (720 5th Ave)**, and successfully relocated **The Loop** music shop and master luthier directly from Key Largo, FL.
- **Industrial Expansion & Adaptive Reuse:** Represented **Pride of Iowa Sandwiches** in a commercial lease for **727 6th Ave** that successfully transitioned into a property sale. Negotiated the warehouse sale of **Ashing Tool to Home Revisions**, and sold a vacant strip mall at **203 Hwy 6** to a private indoor storage operator.
- **Rooting Businesses in Grinnell:** Guided established local businesses from tenancy into permanent property ownership, a few include **Grinnell Remodeling (809 State St)**, **Jack Enterprises (211 West St)**, and **S&S Appliance(714 4th Ave)**.

## 3. Quality and Creativity of Marketing Strategy

Our multi-tiered marketing methodology has many facets. Membership and full research access to the industry's most effective CRE publishing. Multiple MLS memberships, Strong brokerage partnerships within Iowa, & throughout the midwest. We are well reputed to be strong and active collaborators both institutionally and individually.

**"Curbside-Ready" Residential Development:** Grouped vacant lots (including **96-105 Billy Robinson Ct** and the **Sunset St** properties) will be marketed collectively as a highly attractive, "curbside-ready" development package to engage volume builders, while simultaneously being offered as individual lot sales to maximize immediate infill velocity.

- **Multi-Language Digital Architecture:** Managed by our CTO, our proprietary, in-house cross-platform search engine pulls from multiple IDX data streams. The entire platform—including all live municipal listing data—is fully translatable into any preferred language, making Grinnell perfectly legible to international site selectors and out-of-market investors.
- **Niche Digital Deployment:** We position commercial assets directly on **i80grinnell.com** to leverage the I-80/Hwy 146 corridor's high traffic volume, and highlight residential assets on **lowamultifam.com** to instantly connect with multifamily developers. For this portfolio of properties we intend on creating a dedicated webpage.
- **High-Impact Physical Signage:** We build and install **4' x 8' custom commercial signage** on-site. For grouped properties, we deploy **two dedicated signs** detailing zoning flexibilities, city incentives, and development-ready infrastructure.

## 4. Strength of Professional Network and Outreach Capability

We leverage a distinct multi-tier network across local, state, and national channels to locate qualified developers:

- **Global Real Estate Network:** As a premier RE/MAX Commercial office, we plug Grinnell's listings directly into a worldwide network connecting over 110,000 associates across 100 countries.
- **Industry Leadership:** Our team includes a past Board Member and Mid-Iowa MLS Representative for the **REALTOR Foundation of Iowa**, alongside an advisor to the **MLS Consolidation Committee**.

- **State & Advisory Access:** We maintain strong advisory relationships with state-level leaders and industry specialists, which has included the Governor's and state representatives offices, IEDA, USDA, ISU Extension, and several trade specific organizations.

## 5. Understanding of Small-Market Development Dynamics

Our strategic execution is driven by a deep understanding of municipal code, local development parameters, and critical legal guardrails:

- **Municipal Governance Background:** Matt Karjalahti brings direct experience from his service on the **Grinnell City Council (Ward 4)**, the **Planning & Zoning Committee**, the **Rental Property Inspection Task Force**, and the **Grinnell Zoning Committee**. This ensures your listings are framed with an insider's understanding of local land use.
- **Legal Compliance:** In strict adherence to **Iowa Code 372.13(8), 362.5, 193E, 543,B** Matt proactively resigned his city council seat to eliminate any statutory conflicts regarding city-backed transactions. This prevents future development agreements from being rendered void, protecting the City's legal framework and long-term business retention.
- **Proven Housing & TIF Success:** Matt acted as the strategic consultant for the **City of Knoxville's Economic Development Office** for the redevelopment of their **Veterans Affairs (VA)** properties into a highly successful housing tract. Locally, our firm completed the **Grinnell Gardens Cottages**—the first independent housing development in Grinnell in over 20 years—and successfully closed the largest package of multifamily apartments in Grinnell's history to an outside investor. We excel at marketing the **Grinnell's tax abatement & TIF rebates** and local tax abatement programs to balance up-front project costs with generational tax base expansion.

## 6. Proposed Compensation Structure and Contract Duration

- **1 year contract:** Standard listing contract specifically detailing each property for 12 months with built in renewal criteria.
- **Standard Commercial Fee Structure:** We propose a standard commercial rate of **3% per side commission** for all designated property classes.
- **Brokerage Administrative fees:** \$349.00 per residential parcel, \$1,499.00 per commercial parcel
- **Full Deliverable Coverage:** This performance rate covers all our overhead for custom 4' x 8' physical on-site signage, localized development sign creation, national digital placement, data translation management, target prospect lists, quarterly progress updates, and end-to-end municipal contract management. It is always our intention to maintain a pro-bono approach. We're paid when you're paid.
- **Consultation Services:** The city will most likely have several questions, small needs, incidentals, valuations, compliance needs, etc. for other opportunities. We are happy to support those moments as they arise. Our billable consultation rate is \$175.00 per hour + expenses. However, depending on urgency, we are happy to provide the first hour at \$75.00 an hour.

## 7. Case Studies, Community Integration & Professional References

- **Case Study / Active Support:** Our team served as the listing agent and strategic support system for **United Mutual's** new regional headquarters location in the Lang Creek development corridor.
- **Corporate & Local Development Track Record:** Through **Karjalahti Enterprises Inc.**, Matt redeveloped the historic "Skeel's" building at 934 Main St and converted a derelict site into **Village Plaza** (an ADA-compliant multi-use residential & professional space), alongside single-family homes in Grinnell and commercial redevelopments in Marshalltown. He currently owns and operates 8 commercial C1 units and 6 residential units within Grinnell's Central Business District.
- **Institutional Partners:** We actively assist **Grinnell College** with ongoing student/faculty housing site acquisition, and consult on an as-needed basis for institutional support. We have also provided Fair Market Value (FMV) and BPO data to **Brownell's** as needed.
- **Community Sponsorship:** RE/MAX Partners Realty served as the core inaugural sponsor for the **Prairie Burn 100** gravel cycling festival, driving tourism and serving as the primary fundraiser for the environmental non-profit **Imagine Grinnell**. List of all of our philanthropic contributions are available upon request.

### Professional References:

- **Glen Lyons**, Principal, 571 Polson Developments, LLC
- **Angie Watson Cook**, Owner, Security Title and Abstract; Watson-Cook PC
- **Shana Patrick**, Broker of Record, MMG Real Estate Advisors
- **Kyle Wilcox**, VP Finance, MercyOne Medical Group
- **Jon Petton**, Chief Operating Officer, Brownells
- **Tammy Murphy**, Director of Real Estate and Properties, UnityPoint Health
- **Rachel Bly**, Assistant Vice President for Auxiliary Services, Grinnell College

## 8. Awards, Nominations & Professional Recognition

- **Iowa State University Ivy College of Business (2021):** CRE Professional of the Year. Nomination (2021), highlighting outstanding professional accomplishments and community engagement.
- **Grinnell Business of the Year (2017):** Highest honor paid to a local business by the Grinnell Area Chamber of Commerce.
- **Diamond Achievement Award (2017–2019):** Top sales honor issued by the Iowa Association of Realtors.
- **RE/MAX Hall of Fame (2018):** Awarded for career earnings exceeding \$1 Million in paid commissions.
- **"One to Watch" Award (2012, 2016):** Twice honored by the Chamber of Commerce as a role model and trailblazer in the business community.
- **Top Agent Magazine:** Profiled as a premier real estate professional across National, International, and Iowa editions (2015).



June 24, 2026

508 16<sup>th</sup> Ave  
Grinnell, IA 50112

Hello,

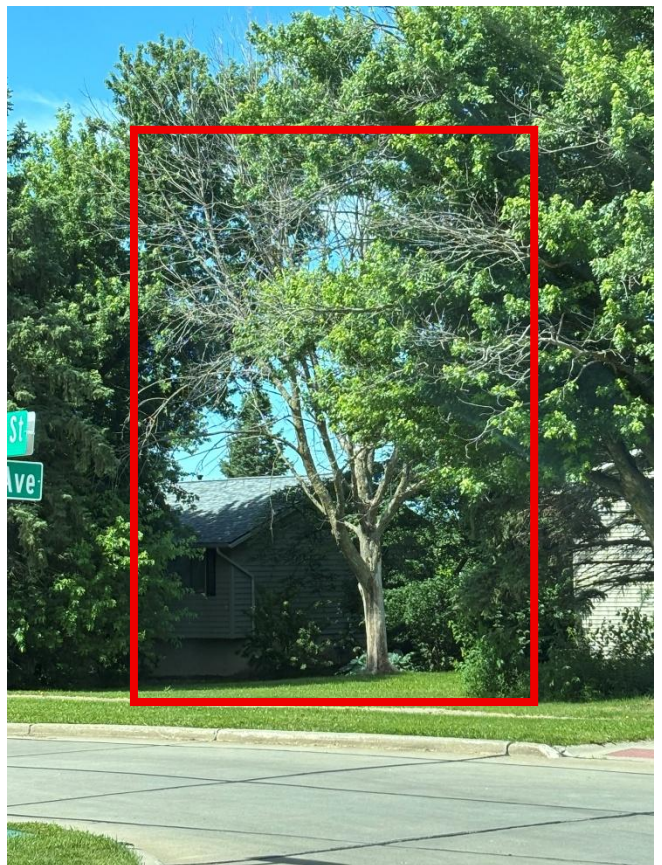
During a recent canvassing of the City, we took note of some dead or dying trees and unfortunately identified a tree on your property at 508 16<sup>th</sup> Ave, Grinnell, IA 50112 that appears to have died.

Per Section 151.05.3.B of the City of Grinnell Municipal Code, property owners are responsible for the trees that grow on their private property, including the removal of dead trees, which are defined as trees that are damaged beyond repair or are lifeless, evidenced as having an unseasonable lack of foliage, brittle dry branches, or lack of any growth or foliage during the growing season. In the photo(s) attached, it is unfortunately evident the tree has died.

I understand that removing a tree can be a financial burden and simply request that you begin to get some quotes to have the tree removed by the end of this fall. If you find that the cost to remove the tree is a concern for you, please share the quotes you received and then we can discuss any potential assistance to get this resolved.

If you have any questions regarding this manner, please contact me at 641-236-2600,

Tyler Avis  
Director of Building and Planning



CITY OF GRINNELL  
520 Fourth Avenue  
Grinnell, Iowa  
50112-1947  
Phone: 641-236-2600  
Fax: 641-236-2626

MAYOR

SAM COX  
scox@grinnelliowa.gov

CITY COUNCIL

BYRON HUEFTLE-WORLEY  
*At-Large*

SARAH SMITH  
*At-Large*

JOHN D. COX  
*1st Ward*

JO WRAY  
*2nd Ward*

Vacant  
*3rd Ward*

SHANE HART  
*4th Ward*

ADMINISTRATION

RUSSELL L. BEHRENS  
*City Manager*  
rbehrens@grinnelliowa.gov

ALYSSA DEVIG  
*City Clerk/Finance Director*  
adevig@grinnelliowa.gov

KRISTINE STONE  
*City Attorney*  
kstone@ahlerslaw.com

Visit us at  
[www.grinnelliowa.gov](http://www.grinnelliowa.gov)



724 23th Ave  
Grinnell, IA 50112

Hello,

During a recent canvassing of the City, we took note of some dead or dying trees and unfortunately identified a tree on your property at 724 12<sup>th</sup> Ave, Grinnell, IA 50112 that appears to have died.

Per Section 151.05.3.B of the City of Grinnell Municipal Code, property owners are responsible for the trees that grow on their private property, including the removal of dead trees, which are defined as trees that are damaged beyond repair or are lifeless, evidenced as having an unseasonable lack of foliage, brittle dry branches, or lack of any growth or foliage during the growing season. In the photo(s) attached, it is unfortunately evident the tree has died.

I understand that removing a tree can be a financial burden and simply request that you begin to get some quotes to have the tree removed by the end of this fall. If you find that the cost to remove the tree is a concern for you, please share the quotes you received and then we can discuss any potential assistance to get this resolved.

If you have any questions regarding this manner, please contact me at 641-236-2600,

Tyler Avis  
Director of Building and Planning

CITY OF GRINNELL  
520 Fourth Avenue  
Grinnell, Iowa  
50112-1947  
Phone: 641-236-2600  
Fax: 641-236-2626

MAYOR

SAM COX  
scox@grinnelliowa.gov

CITY COUNCIL

BYRON HUEFTLE-WORLEY  
*At-Large*

SARAH SMITH  
*At-Large*

JOHN D. COX  
*1st Ward*

JO WRAY  
*2nd Ward*

Vacant  
*3rd Ward*

SHANE HART  
*4th Ward*

ADMINISTRATION

RUSSELL L. BEHRENS  
*City Manager*  
rbehrens@grinnelliowa.gov

ALYSSA DEVIG  
*City Clerk/Finance Director*  
adevig@grinnelliowa.gov

KRISTINE STONE  
*City Attorney*  
kstone@ahlerslaw.com

Visit us at  
[www.grinnelliowa.gov](http://www.grinnelliowa.gov)



June 24, 2026



June 24, 2026

Beyer Nicholas G  
PO Box 335  
Sully IA 50251

Hello,

During a recent canvassing of the City, we took note of some dead or dying trees and unfortunately identified a tree on your property at 814 Center St, Grinnell, IA 50112 that appears to have died.

Per Section 151.05.3.B of the City of Grinnell Municipal Code, property owners are responsible for the trees that grow on their private property, including the removal of dead trees, which are defined as trees that are damaged beyond repair or are lifeless, evidenced as having an unseasonable lack of foliage, brittle dry branches, or lack of any growth or foliage during the growing season. In the photo(s) attached, it is unfortunately evident the tree has died.

I understand that removing a tree can be a financial burden and simply request that you begin to get some quotes to have the tree removed by the end of this fall. If you find that the cost to remove the tree is a concern for you, please share the quotes you received and then we can discuss any potential assistance to get this resolved.

If you have any questions regarding this manner, please contact me at 641-236-2600,

Tyler Avis  
Director of Building and Planning



CITY OF GRINNELL  
520 Fourth Avenue  
Grinnell, Iowa  
50112-1947  
Phone: 641-236-2600  
Fax: 641-236-2626

MAYOR

SAM COX  
scox@grinnelliowa.gov

CITY COUNCIL

BYRON HUEFTLE-WORLEY  
*At-Large*

SARAH SMITH  
*At-Large*

JOHN D. COX  
*1st Ward*

JO WRAY  
*2nd Ward*

Vacant  
*3rd Ward*

SHANE HART  
*4th Ward*

ADMINISTRATION

RUSSELL L. BEHRENS  
*City Manager*  
rbehrens@grinnelliowa.gov

ALYSSA DEVIG  
*City Clerk/Finance Director*  
adevig@grinnelliowa.gov

KRISTINE STONE  
*City Attorney*  
kstone@ahlerslaw.com

Visit us at  
[www.grinnelliowa.gov](http://www.grinnelliowa.gov)



June 24, 2026

1006 Chatterton St  
Grinnell, IA 50112

Hello,

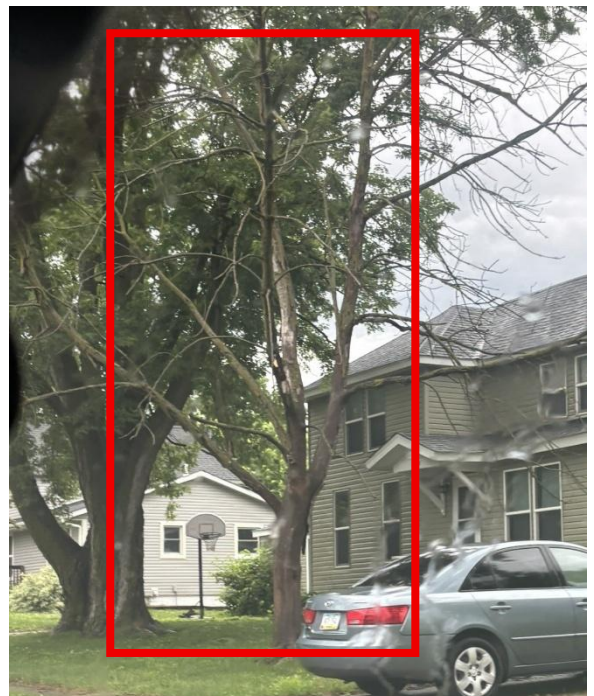
During a recent canvassing of the City, we took note of some dead or dying trees and unfortunately identified a tree on your property at 1006 Chatterton St, Grinnell, IA 50112 that appears to have died.

Per Section 151.05.3.B of the City of Grinnell Municipal Code, property owners are responsible for the trees that grow on their private property, including the removal of dead trees, which are defined as trees that are damaged beyond repair or are lifeless, evidenced as having an unseasonable lack of foliage, brittle dry branches, or lack of any growth or foliage during the growing season. In the photo(s) attached, it is unfortunately evident the tree has died.

I understand that removing a tree can be a financial burden and simply request that you begin to get some quotes to have the tree removed by the end of this fall. If you find that the cost to remove the tree is a concern for you, please share the quotes you received and then we can discuss any potential assistance to get this resolved.

If you have any questions regarding this manner, please contact me at 641-236-2600,

Tyler Avis  
Director of Building and Planning



CITY OF GRINNELL  
520 Fourth Avenue  
Grinnell, Iowa  
50112-1947  
Phone: 641-236-2600  
Fax: 641-236-2626

MAYOR

SAM COX  
scox@grinnelliowa.gov

CITY COUNCIL

BYRON HUEFTLE-WORLEY  
*At-Large*

SARAH SMITH  
*At-Large*

JOHN D. COX  
*1st Ward*

JO WRAY  
*2nd Ward*

Vacant  
*3rd Ward*

SHANE HART  
*4th Ward*

ADMINISTRATION

RUSSELL L. BEHRENS  
*City Manager*  
rbehrens@grinnelliowa.gov

ALYSSA DEVIG  
*City Clerk/Finance Director*  
adevig@grinnelliowa.gov

KRISTINE STONE  
*City Attorney*  
kstone@ahlerslaw.com

Visit us at  
[www.grinnelliowa.gov](http://www.grinnelliowa.gov)



June 24, 2026  
749 400th Ave  
Grinnell, IA 50112

Hello,

During a recent canvassing of the City, we took note of some dead or dying trees and unfortunately identified a tree on your property at 1024 Chatterton St, Grinnell, Ia 50112 that appears to have died.

Per Section 151.05.3.B of the City of Grinnell Municipal Code, property owners are responsible for the trees that grow on their private property, including the removal of dead trees, which are defined as trees that are damaged beyond repair or are lifeless, evidenced as having an unseasonable lack of foliage, brittle dry branches, or lack of any growth or foliage during the growing season. In the photo(s) attached, it is unfortunately evident the tree has died.

I understand that removing a tree can be a financial burden and simply request that you begin to get some quotes to have the tree removed by the end of this fall. If you find that the cost to remove the tree is a concern for you, please share the quotes you received and then we can discuss any potential assistance to get this resolved.

If you have any questions regarding this manner, please contact me at 641-236-2600,

Tyler Avis  
Director of Building and Planning



CITY OF GRINNELL  
520 Fourth Avenue  
Grinnell, Iowa  
50112-1947  
Phone: 641-236-2600  
Fax: 641-236-2626

MAYOR

SAM COX  
scox@grinnelliowa.gov

CITY COUNCIL

BYRON HUEFTLE-WORLEY  
*At-Large*

SARAH SMITH  
*At-Large*

JOHN D. COX  
*1st Ward*

JO WRAY  
*2nd Ward*

Vacant  
*3rd Ward*

SHANE HART  
*4th Ward*

ADMINISTRATION

RUSSELL L. BEHRENS  
*City Manager*  
rbehrens@grinnelliowa.gov

ALYSSA DEVIG  
*City Clerk/Finance Director*  
adevig@grinnelliowa.gov

KRISTINE STONE  
*City Attorney*  
kstone@ahlerslaw.com

Visit us at  
[www.grinnelliowa.gov](http://www.grinnelliowa.gov)



June 24, 2026

1125 Ann St  
Grinnell, IA 50112

Hello,

During a recent canvassing of the City, we took note of some dead or dying trees and unfortunately identified a tree on your property at 1125 Ann St, Grinnell, IA 50112 that appears to have died.

Per Section 151.05.3.B of the City of Grinnell Municipal Code, property owners are responsible for the trees that grow on their private property, including the removal of dead trees, which are defined as trees that are damaged beyond repair or are lifeless, evidenced as having an unseasonable lack of foliage, brittle dry branches, or lack of any growth or foliage during the growing season. In the photo(s) attached, it is unfortunately evident the tree has died.

I understand that removing a tree can be a financial burden and simply request that you begin to get some quotes to have the tree removed by the end of this fall. If you find that the cost to remove the tree is a concern for you, please share the quotes you received and then we can discuss any potential assistance to get this resolved.

If you have any questions regarding this manner, please contact me at 641-236-2600,

Tyler Avis  
Director of Building and Planning



CITY OF GRINNELL  
520 Fourth Avenue  
Grinnell, Iowa  
50112-1947  
Phone: 641-236-2600  
Fax: 641-236-2626

MAYOR

SAM COX  
scox@grinnelliowa.gov

CITY COUNCIL

BYRON HUEFTLE-WORLEY  
*At-Large*

SARAH SMITH  
*At-Large*

JOHN D. COX  
*1st Ward*

JO WRAY  
*2nd Ward*

Vacant  
*3rd Ward*

SHANE HART  
*4th Ward*

ADMINISTRATION

RUSSELL L. BEHRENS  
*City Manager*  
rbehrens@grinnelliowa.gov

ALYSSA DEVIG  
*City Clerk/Finance Director*  
adevig@grinnelliowa.gov

KRISTINE STONE  
*City Attorney*  
kstone@ahlerslaw.com

Visit us at  
[www.grinnelliowa.gov](http://www.grinnelliowa.gov)



June 24, 2026

1129 Ann St  
Grinnell, IA 50112

Hello,

During a recent canvassing of the City, we took note of some dead or dying trees and unfortunately identified a tree on your property at 1129 Ann St, Grinnell, IA 50112 that appears to have died.

Per Section 151.05.3.B of the City of Grinnell Municipal Code, property owners are responsible for the trees that grow on their private property, including the removal of dead trees, which are defined as trees that are damaged beyond repair or are lifeless, evidenced as having an unseasonable lack of foliage, brittle dry branches, or lack of any growth or foliage during the growing season. In the photo(s) attached, it is unfortunately evident the tree has died.

I understand that removing a tree can be a financial burden and simply request that you begin to get some quotes to have the tree removed by the end of this fall. If you find that the cost to remove the tree is a concern for you, please share the quotes you received and then we can discuss any potential assistance to get this resolved.

If you have any questions regarding this manner, please contact me at 641-236-2600,

Tyler Avis  
Director of Building and Planning



CITY OF GRINNELL  
520 Fourth Avenue  
Grinnell, Iowa  
50112-1947  
Phone: 641-236-2600  
Fax: 641-236-2626

MAYOR

SAM COX  
scox@grinnelliowa.gov

CITY COUNCIL

BYRON HUEFTLE-WORLEY  
*At-Large*

SARAH SMITH  
*At-Large*

JOHN D. COX  
*1st Ward*

JO WRAY  
*2nd Ward*

Vacant  
*3rd Ward*

SHANE HART  
*4th Ward*

ADMINISTRATION

RUSSELL L. BEHRENS  
*City Manager*  
rbehrens@grinnelliowa.gov

ALYSSA DEVIG  
*City Clerk/Finance Director*  
adevig@grinnelliowa.gov

KRISTINE STONE  
*City Attorney*  
kstone@ahlerslaw.com

Visit us at  
[www.grinnelliowa.gov](http://www.grinnelliowa.gov)



June 24, 2026

13101 Hwy F-27  
Grinnell, IA 50112

Hello,

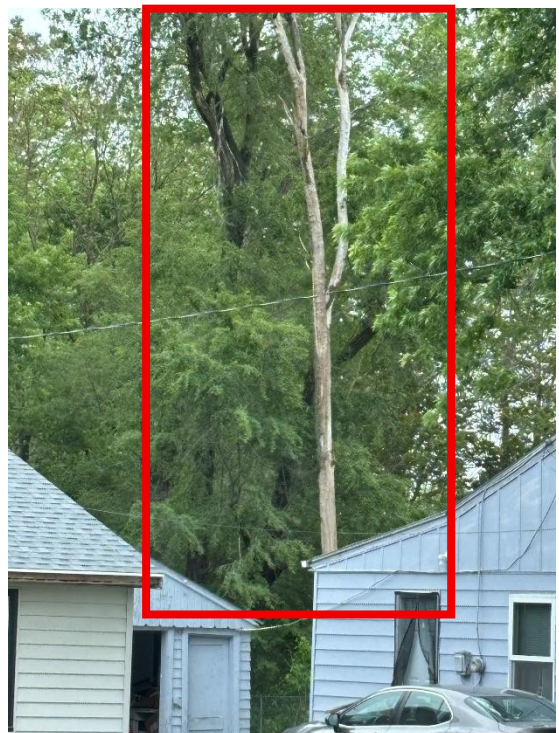
During a recent canvassing of the City, we took note of some dead or dying trees and unfortunately identified a tree on your property at 1216 Spencer St Grinnell, IA 50112 that appears to have died.

Per Section 151.05.3.B of the City of Grinnell Municipal Code, property owners are responsible for the trees that grow on their private property, including the removal of dead trees, which are defined as trees that are damaged beyond repair or are lifeless, evidenced as having an unseasonable lack of foliage, brittle dry branches, or lack of any growth or foliage during the growing season. In the photo(s) attached, it is unfortunately evident the tree has died.

I understand that removing a tree can be a financial burden and simply request that you begin to get some quotes to have the tree removed by the end of this fall. If you find that the cost to remove the tree is a concern for you, please share the quotes you received and then we can discuss any potential assistance to get this resolved.

In the photo below, it does include a shot mostly of your neighbor's house, but it seems as if this tree is on your property, if this is not the case, please reach out to me at 641-236-2600 so we can proceed accordingly.

Tyler Avis  
Director of Building and Planning



CITY OF GRINNELL  
520 Fourth Avenue  
Grinnell, Iowa  
50112-1947  
Phone: 641-236-2600  
Fax: 641-236-2626

MAYOR

SAM COX  
scox@grinnelliowa.gov

CITY COUNCIL

BYRON HUEFTLE-WORLEY  
*At-Large*

SARAH SMITH  
*At-Large*

JOHN D. COX  
*1st Ward*

JO WRAY  
*2nd Ward*

Vacant  
*3rd Ward*

SHANE HART  
*4th Ward*

ADMINISTRATION

RUSSELL L. BEHRENS  
*City Manager*  
rbehrens@grinnelliowa.gov

ALYSSA DEVIG  
*City Clerk/Finance Director*  
adevig@grinnelliowa.gov

KRISTINE STONE  
*City Attorney*  
kstone@ahlerslaw.com

Visit us at  
[www.grinnelliowa.gov](http://www.grinnelliowa.gov)



June 24, 2026

P O Box 7  
Walford, IA 52351

Hello,

During a recent canvassing of the City, we took note of some dead or dying trees and unfortunately identified a tree on your property at 1317 Prince St Grinnell, IA 50112 that appears to have died.

Per Section 151.05.3.B of the City of Grinnell Municipal Code, property owners are responsible for the trees that grow on their private property, including the removal of dead trees, which are defined as trees that are damaged beyond repair or are lifeless, evidenced as having an unseasonable lack of foliage, brittle dry branches, or lack of any growth or foliage during the growing season. In the photo(s) attached, it is unfortunately evident the tree has died.

I understand that removing a tree can be a financial burden and simply request that you begin to get some quotes to have the tree removed by the end of this fall. If you find that the cost to remove the tree is a concern for you, please share the quotes you received and then we can discuss any potential assistance to get this resolved.

If you have any questions regarding this manner, please contact me at 641-236-2600,

Tyler Avis  
Director of Building and Planning



CITY OF GRINNELL  
520 Fourth Avenue  
Grinnell, Iowa  
50112-1947  
Phone: 641-236-2600  
Fax: 641-236-2626

MAYOR

SAM COX  
scox@grinnelliowa.gov

CITY COUNCIL

BYRON HUEFTLE-WORLEY  
*At-Large*

SARAH SMITH  
*At-Large*

JOHN D. COX  
*1st Ward*

JO WRAY  
*2nd Ward*

Vacant  
*3rd Ward*

SHANE HART  
*4th Ward*

ADMINISTRATION

RUSSELL L. BEHRENS  
*City Manager*  
rbehrens@grinnelliowa.gov

ALYSSA DEVIG  
*City Clerk/Finance Director*  
adevig@grinnelliowa.gov

KRISTINE STONE  
*City Attorney*  
kstone@ahlerslaw.com

Visit us at  
[www.grinnelliowa.gov](http://www.grinnelliowa.gov)



June 24, 2026

13155 SW 42nd St Suite 200  
Miami, FL 33175

Hello,

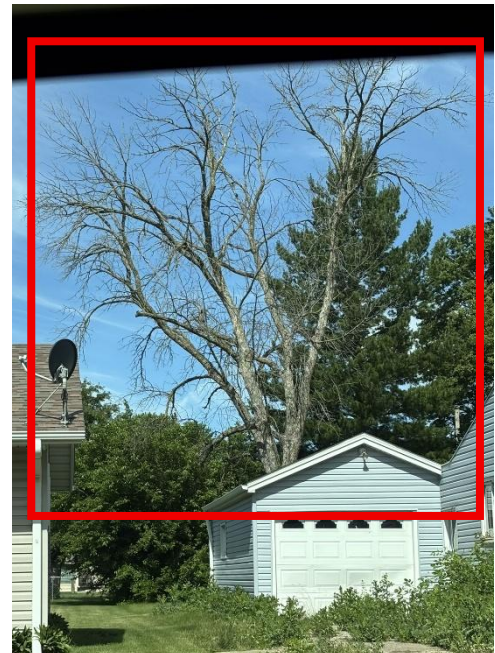
During a recent canvassing of the City, we took note of some dead or dying trees and unfortunately identified a tree on your property at 1501 Prairie St Grinnell, IA 50112 that appears to have died.

Per Section 151.05.3.B of the City of Grinnell Municipal Code, property owners are responsible for the trees that grow on their private property, including the removal of dead trees, which are defined as trees that are damaged beyond repair or are lifeless, evidenced as having an unseasonable lack of foliage, brittle dry branches, or lack of any growth or foliage during the growing season. In the photo(s) attached, it is unfortunately evident the tree has died.

I understand that removing a tree can be a financial burden and simply request that you begin to get some quotes to have the tree removed by the end of this fall. If you find that the cost to remove the tree is a concern for you, please share the quotes you received and then we can discuss any potential assistance to get this resolved.

If you have any questions regarding this manner, please contact me at 641-236-2600,

Tyler Avis  
Director of Building and Planning



CITY OF GRINNELL  
520 Fourth Avenue  
Grinnell, Iowa  
50112-1947  
Phone: 641-236-2600  
Fax: 641-236-2626

MAYOR

SAM COX  
scox@grinnelliowa.gov

CITY COUNCIL

BYRON HUEFTLE-WORLEY  
*At-Large*

SARAH SMITH  
*At-Large*

JOHN D. COX  
*1st Ward*

JO WRAY  
*2nd Ward*

Vacant  
*3rd Ward*

SHANE HART  
*4th Ward*

ADMINISTRATION

RUSSELL L. BEHRENS  
*City Manager*  
rbehrens@grinnelliowa.gov

ALYSSA DEVIG  
*City Clerk/Finance Director*  
adevig@grinnelliowa.gov

KRISTINE STONE  
*City Attorney*  
kstone@ahlerslaw.com

Visit us at  
[www.grinnelliowa.gov](http://www.grinnelliowa.gov)



June 24, 2026  
1505 Reed St  
Grinnell, IA 50112

Hello,

During a recent canvassing of the City, we took note of some dead or dying trees and unfortunately identified a tree on your property at 1505 Reed St Grinnell, IA 50112 that appears to have died.

Per Section 151.05.3.B of the City of Grinnell Municipal Code, property owners are responsible for the trees that grow on their private property, including the removal of dead trees, which are defined as trees that are damaged beyond repair or are lifeless, evidenced as having an unseasonable lack of foliage, brittle dry branches, or lack of any growth or foliage during the growing season. In the photo(s) attached, it is unfortunately evident the tree has died.

I understand that removing a tree can be a financial burden and simply request that you begin to get some quotes to have the tree removed by the end of this fall. If you find that the cost to remove the tree is a concern for you, please share the quotes you received and then we can discuss any potential assistance to get this resolved.

If you have any questions regarding this manner, please contact me at 641-236-2600,

Tyler Avis  
Director of Building and Planning

CITY OF GRINNELL  
520 Fourth Avenue  
Grinnell, Iowa  
50112-1947  
Phone: 641-236-2600  
Fax: 641-236-2626

MAYOR

SAM COX  
scox@grinnelliowa.gov

CITY COUNCIL

BYRON HUEFTLE-WORLEY  
*At-Large*

SARAH SMITH  
*At-Large*

JOHN D. COX  
*1st Ward*

JO WRAY  
*2nd Ward*

Vacant  
*3rd Ward*

SHANE HART  
*4th Ward*

ADMINISTRATION

RUSSELL L. BEHRENS  
*City Manager*  
rbehrens@grinnelliowa.gov

ALYSSA DEVIG  
*City Clerk/Finance Director*  
adevig@grinnelliowa.gov

KRISTINE STONE  
*City Attorney*  
kstone@ahlerslaw.com

Visit us at  
[www.grinnelliowa.gov](http://www.grinnelliowa.gov)





June 24, 2026

1816 8th Ave  
Grinnell, IA 50112  
Hello,

During a recent canvassing of the City, we took note of some dead or dying trees and unfortunately identified a tree on your property at 1816 8th Ave Grinnell, IA 50112 that appears to have died.

CITY OF GRINNELL  
520 Fourth Avenue  
Grinnell, Iowa  
50112-1947  
Phone: 641-236-2600  
Fax: 641-236-2626

MAYOR

SAM COX  
scox@grinnelliowa.gov

CITY COUNCIL

BYRON HUEFTLE-WORLEY  
*At-Large*

SARAH SMITH  
*At-Large*

JOHN D. COX  
*1st Ward*

JO WRAY  
*2nd Ward*

Vacant  
*3rd Ward*

SHANE HART  
*4th Ward*

ADMINISTRATION

RUSSELL L. BEHRENS  
*City Manager*  
rbehrens@grinnelliowa.gov

ALYSSA DEVIG  
*City Clerk/Finance Director*  
adevig@grinnelliowa.gov

KRISTINE STONE  
*City Attorney*  
kstone@ahlerslaw.com

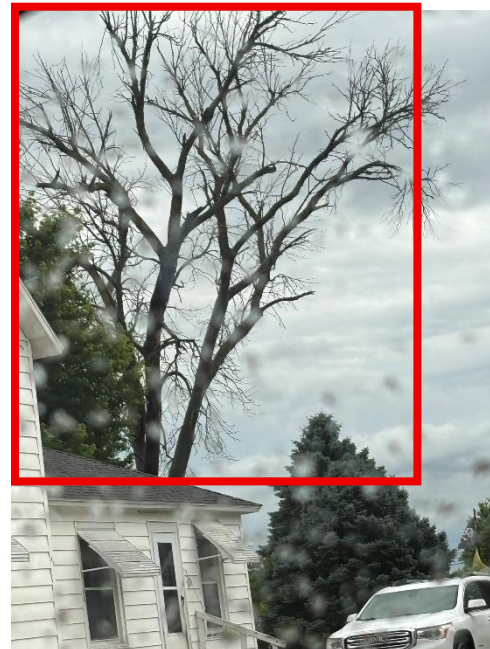
Visit us at  
[www.grinnelliowa.gov](http://www.grinnelliowa.gov)

Per Section 151.05.3.B of the City of Grinnell Municipal Code, property owners are responsible for the trees that grow on their private property, including the removal of dead trees, which are defined as trees that are damaged beyond repair or are lifeless, evidenced as having an unseasonable lack of foliage, brittle dry branches, or lack of any growth or foliage during the growing season. In the photo(s) attached, it is unfortunately evident the tree has died.

I understand that removing a tree can be a financial burden and simply request that you begin to get some quotes to have the tree removed by the end of this fall. If you find that the cost to remove the tree is a concern for you, please share the quotes you received and then we can discuss any potential assistance to get this resolved.

In the photos on the left, it seems as if this tree is on your property, if this is not the case, please reach out to me at 641-236-2600 so we can proceed accordingly.

Tyler Avis  
Director of Building and Planning





June 24, 2026

1816 Spring St  
Grinnell, IA 50112  
Hello,

During a recent canvassing of the City, we took note of some dead or dying trees and unfortunately identified a tree on your property at 1816 Spring St Grinnell, IA 50112 that appears to have died.

CITY OF GRINNELL  
520 Fourth Avenue  
Grinnell, Iowa  
50112-1947  
Phone: 641-236-2600  
Fax: 641-236-2626

MAYOR

SAM COX  
scox@grinnelliowa.gov

CITY COUNCIL

BYRON HUEFTLE-WORLEY  
*At-Large*

SARAH SMITH  
*At-Large*

JOHN D. COX  
*1st Ward*

JO WRAY  
*2nd Ward*

Vacant  
*3rd Ward*

SHANE HART  
*4th Ward*

ADMINISTRATION

RUSSELL L. BEHRENS  
*City Manager*  
rbehrens@grinnelliowa.gov

ALYSSA DEVIG  
*City Clerk/Finance Director*  
adevig@grinnelliowa.gov

KRISTINE STONE  
*City Attorney*  
kstone@ahlerslaw.com

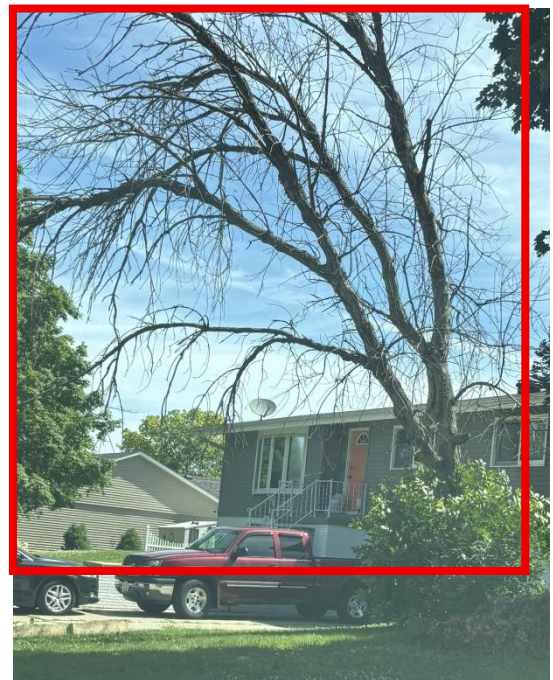
Visit us at  
[www.grinnelliowa.gov](http://www.grinnelliowa.gov)

Per Section 151.05.3.B of the City of Grinnell Municipal Code, property owners are responsible for the trees that grow on their private property, including the removal of dead trees, which are defined as trees that are damaged beyond repair or are lifeless, evidenced as having an unseasonable lack of foliage, brittle dry branches, or lack of any growth or foliage during the growing season. In the photo(s) attached, it is unfortunately evident the tree has died.

I understand that removing a tree can be a financial burden and simply request that you begin to get some quotes to have the tree removed by the end of this fall. If you find that the cost to remove the tree is a concern for you, please share the quotes you received and then we can discuss any potential assistance to get this resolved.

If you have any questions regarding this manner, please contact me at 641-236-2600,

Tyler Avis  
Director of Building and Planning





June 24, 2026

P O Box 341  
Grinnell, IA 50112

Hello,

During a recent canvassing of the City, we took note of some dead or dying trees and unfortunately identified a tree on your property at 203 6<sup>th</sup> Ave, Grinnell, IA 50112 that appears to have died.

Per Section 151.05.3.B of the City of Grinnell Municipal Code, property owners are responsible for the trees that grow on their private property, including the removal of dead trees, which are defined as trees that are damaged beyond repair or are lifeless, evidenced as having an unseasonable lack of foliage, brittle dry branches, or lack of any growth or foliage during the growing season. In the photo(s) attached, it is unfortunately evident the tree has died.

I understand that removing a tree can be a financial burden and simply request that you begin to get some quotes to have the tree removed by the end of this fall. If you find that the cost to remove the tree is a concern for you, please share the quotes you received and then we can discuss any potential assistance to get this resolved.

If you have any questions regarding this manner, please contact me at 641-236-2600,

Tyler Avis  
Director of Building and Planning



CITY OF GRINNELL  
520 Fourth Avenue  
Grinnell, Iowa  
50112-1947  
Phone: 641-236-2600  
Fax: 641-236-2626

MAYOR

SAM COX  
scox@grinnelliowa.gov

CITY COUNCIL

BYRON HUEFTLE-WORLEY  
*At-Large*

SARAH SMITH  
*At-Large*

JOHN D. COX  
*1st Ward*

JO WRAY  
*2nd Ward*

Vacant  
*3rd Ward*

SHANE HART  
*4th Ward*

ADMINISTRATION

RUSSELL L. BEHRENS  
*City Manager*  
rbehrens@grinnelliowa.gov

ALYSSA DEVIG  
*City Clerk/Finance Director*  
adevig@grinnelliowa.gov

KRISTINE STONE  
*City Attorney*  
kstone@ahlerslaw.com

Visit us at  
[www.grinnelliowa.gov](http://www.grinnelliowa.gov)