GRINNELL CITY COUNCIL REGULAR SESSION MEETING
MONDAY, MARCH 17, 2025, AT 7:00 PM
IN THE COUNCIL CHAMBERS ON THE 2ND FLOOR OF CITY HALL AND VIA ZOOM

Join Zoom Meeting
https://zoom.us/j/97530037779?pwd=rxeFFbqDmhci0SqZNUyWWN7Svt6t26.1

Meeting ID: 975 3003 7779
Passcode: 579603

Find your local number: https://zoom.us/u/aI2qcLD4R

TENTATIVE AGENDA

---

1. **Call to Order:**

2. **Perfecting and Approval of Agenda:**
The City Council may act on any item listed on the agenda.

3. **Swearing In:**

A. Erienne Doll, Deputy City Clerk

B. Alyssa Devig, City Clerk/Finance Director, effective April 1, 2025

4. **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 as drafted from Monday, March 3, 2025, Regular Session.

B. Minutes as drafted from Monday, March 10, 2025, Special Council Meeting

C. Approve Mayor and Council Appointments:

1. Veterans Memorial Commission, three year terms.

a. Teresa Coon

b. Leo Lease

2. Building Code Board of Appeals, remainder of term ending January 31, 2029.

a. Jason Dillon

3. Civil Service Commission, four year term

a. Theresa Miller

D. Accept retirement of Chris Wray, Sergeant, effective May 26, 2025

*Please note that this agenda may be changed up to 24 hours before the meeting time, as provided by Section 21.4(2) Code of Iowa

E. Approve the hiring of Daniel Gilliam, Code Enforcement Officer, at a rate of $26.93. Effective March 26, 2025.

F. Accept the Fiscal Year 2024 Audit.

G. Review Campbell Fund requests.

5. Meeting Minutes and Communications:

A. Finance Committee Minutes: March 3, 2025

B. Public Works & Grounds Committee Minutes: March 3, 2025

C. Public Safety Committee Minutes: March 3, 2025

D. Planning Committee Minutes: March 3, 2025

E. Finance Committee Special Meeting Minutes: March 10, 2025

F. Parks & Recreation Board minutes: February 10, 2025

G. Parks & Recreation Board minutes: March 10, 2025

H. Parks & Recreation Board Special Meeting Minutes: March 6, 2025

I. February 2025 Monthly Police Report

6. Committee Business:

A. <u>Report from the Finance Committee</u>

1. Consider approval of property insurance contract.

2. Discuss the purchase of five new iPads for council members.

3. Consider approval of a resolution approving a contract with Heartland Business Systems for Check Point email monitoring/security. (See Resolution No. 2025-38)

B. <u>Report from the Public Works and Grounds Committee</u>

1. Consider approval of free brush weekend for April 19th and 20th, 2025, and free curbside pickup the week of April 21st on normal collection days.

2. Consider approval of a request from BAM Development for changes to the driveway approach for Scout Subdivision.

3. Consider approval of a request from Brent and Dawn Jaeger and friends to hold a Tuesday Music at the Pavillion concert series in the Central Park Shelter on May 20, June 17, July 15, August 19. and September 16, 2025.

C. **Report from the Public Safety Committee**

1. Introduction of Brooke Holder, Public Health Manager for Poweshiek County.

2. Consider approval of a fireworks display agreement with J & M Displays, Inc.

3. Consider approval of the Prairie Burn road closure request, for the closure of Park Street between 3rd Avenue and 4th Avenue and 3rd Avenue between Broad Street and Park Street on Saturday, June 14, 2025, from 4:00 a.m. to 6:00 p.m.

4. Consider a resolution approving the amended Employee Safety Manual (See Resolution No. 2025-39)

D. **Report from the Planning Committee**

1. Consider approval of a resolution approving a billboard contract with Robert Bahrenfuse for an I-80 billboard. (See Resolution No, 2025-40)

7. Inquiries:

8. Adjourn:

GRINNELL CITY COUNCIL REGULAR SESSION MEETING
MONDAY, MARCH 3, 2025, AT 7:00 P.M.
IN THE COUNCIL CHAMBERS ON THE 2ND FLOOR OF CITY HALL AND VIA ZOOM
https://zoom.us/j/94053293762?pwd=oa20OT7cHaV9S9rWmZBN7QGm1bRbvi.1

MINUTES

Mayor Agnew called the meeting to order at 7:00 p.m. with all council members present.

White made the motion, second by Hueftle-Worley, to approve the agenda. AYES: 6-0. Motion carried.

Hueftle-Worley made the motion, second by White, to approve the consent agenda as follows:

a) Previous minutes as drafted from the Monday, February 17, 2025, Regular Session.
b) Approve liquor license renewal:
   1. Walmart, 415 Industrial Ave.
c) Approve hire of Esmeralda Aladuena Salcido, PT EMT, at $18.49 per hour.
d) Approve moving volunteer firefighters Ben Boc and Wade Robeson to PT, at $18.49 per hour.
e) Approve city claims and payroll claims from February 3, 2025, through and including March 3, 2025, in the amount of $1,549,262.85.
f) Review Campbell Fund requests.

AYES: 6-0. Motion carried.

The Council acknowledged receipt of the previous meeting minutes and communications as follows:

a) Finance Committee minutes: February 17, 2025.
b) Public Works & Grounds Committee minutes: February 17, 2025.
c) Public Safety Committee minutes; February 17, 2025.
d) Planning Committee minutes: February 17, 2025.
e) Library Board minutes: January 29, 2024.
f) January Monthly Police Report.
g) Historic Preservation Annual Report.

FINANCE COMMITTEE

Wray made the motion, second by White, to direct staff to get additional information on the request from Prairie Hospitality Group. AYES: 6-0. Motion carried.

Joe Vens, First MainStreet Insurance, presented a quote from Iowa Communities Assurance Pool (ICAP) for property insurance. No action was taken.

No action was taken on the property insurance renewal.

Wray made the motion, second by Davis, to approve Resolution No. 2025-26 - A resolution setting the public hearing for the FY 2026 Property Tax Levy. AYES: 6-0. Motion carried.

Wray made the motion, second by White, to approve Resolution No. 2025-27 – A resolution approving and authorizing execution of an Amended and Restated Agreement for Private Development by and between the City of Grinnell and Grinnell Mixed Use, LLC d/b/a Merge Urban Development Group. AYES: 6-0. Motion carried.

Wray made the motion, second by Davis, to approve Resolution No. 2025-28 – A resolution approving a Financial Policy. AYES: 6-0. Motion carried.

Wray made the motion, second by White, to approve Resolution No. 2025-29 – A resolution authorizing depositories for Public Funds. AYES: 6-0. Motion carried.

White made the motion, second by Davis, to approve Resolution No. 2025-30 – A resolution for monthly internal transfer of funds. AYES: 6-0. Motion carried.

Wray made the motion, second by Davis, to approve Resolution No. 2025-31 – A resolution for monthly transfers of funds for trust and agency. AYES: 6-0. Motion carried.

The January Investment and Treasurers Reports were reviewed. No action was taken.

The City Council Strategic Planning Priority Action Plan for Local Option Sales Tax draft was reviewed. No action was taken.

PUBLIC WORKS AND GROUNDS COMMITTEE

Hueftle-Worley made the motion, second by Karjalahti, to approve Resolution No. 2025-32 – A resolution approving Pay Request No. 7 in the amount of $226,302.45 to Cahoy Pump Service, Inc. for the Jordan Well No. 10 Project. AYES: 6-0. Motion carried.

Hueftle-Worley made the motion, second by Bly, to approve Resolution No. 2025-33 – A resolution approving Pay Request No. 4 in the amount of $6,051.27 to Con-Struct Inc. for the Raw Water Main Project. AYES: 6-0. Motion carried.

Hueftle-Worley made the motion, second by Karjalahti, to approve Resolution No. 2025-34 – A resolution authorizing payment to contractors Pay Request No. 1 in the amount of $141,795.24 to Jasper Construction Services of Newton, IA for the Central Business District 2024 Maintenance Project. AYES: 6-0. Motion carried.

Hueftle-Worley made the motion, second by Bly, to approve Resolution No. 2025-35 – A resolution approving an Environmental Consultant Standard Service Contract with Emmons & Olivier Resources, Inc. for the Highway 146 Trail Extension. AYES: 6-0. Motion carried.

Hueftle-Worley made the motion, second by Karjalahti, to approve Resolution No. 2025-36 – A resolution approving a quote from Vector Custom Fabricating for the material and labor to fabricate one typical section of cladding for the Veterans Monument. AYES: 6-0. Motion carried.

Hueftle-Worley made the motion, second by Bly, to approve of a right-of-way request for Interstate Power & Light (Alliant Energy), Hwy 6. AYES: 6-0. Motion carried.

The City Council Strategic Planning Priority Action Plan for Build a Better Grinnell Streets and Facilities draft was reviewed. No action was taken.

The City Council Strategic Planning Priority Action Plan for Lakes Restoration draft was reviewed. No action was taken.

PUBLIC SAFETY COMMITTEE

White made the motion, second by Hueftle-Worley, to approve a Grinnell Lions Club request for 2025 Grinnell Lions Ag Day for Thursday, August 28, 2025, for street closures on 3rd Avenue, 4th Avenue, and Park Street (see letter for details). AYES: 6-0. Motion carried.

The City Council Strategic Planning Priority Action Plan for Emergency Preparedness draft was reviewed. No action was taken.

PLANNING COMMITTEE

Bly made the motion, second by Karjalahti, to approve Resolution No. 2025-37 – A resolution approving Tax Abatement application for Jared Buchmeier, 307 4th Avenue. AYES: 6-0. Motion carried.

The City Council Strategic Planning Priority Action Plan for Economic Development draft was reviewed. No action was taken.

The City Council and Mayor acknowledged this meeting as Ann Wingerter's last City Council meeting as City Clerk/Finance Director and thanked her for her service.

There were no inquiries.

The meeting was adjourned at 7:20 p.m.

____
DAN F. AGNEW, MAYOR

ATTEST:

____
ANNMARIE WINGERTER, CITY CLERK

GRINNELL CITY COUNCIL SPECIAL SESSION MEETING
MONDAY, MARCH 10, 2025, AT 3:30 P.M.
IN THE COUNCIL CHAMBERS ON THE 2ND FLOOR OF CITY HALL
AND VIA ZOOM

https://zoom.us/j/93311629771?pwd=UuOlawRlO7b298WFmrJwJlgI345WBG.1

MINUTES

Mayor Agnew called the meeting to order at 3:30 p.m. with the following council members in attendance: White, Davis, Wray, Hueftle-Worley. Absent: Bly and Karjalahti.

White made the motions, seconded by Hueftle-Worley to approve the agenda. AYES: 4-0. Motion carried.

White made the motion, seconded by Hueftle-Worley to approve a new liquor license for the Periodic Table at 925 Park Street. AYES: 4-0. Motion carried.

There were no inquiries.

The meeting was adjourned at 3:34 p.m.

DAN F. AGNEW, MAYOR

ATTEST:

ALYSSA DEVIG, ASSISTANT CITY CLERK

City of Grinnell
...Jewel of the Prairie

Police Department
1020 Spring Street
Grinnell, IA 50112

Phone: 641-236-2670
FAX: 641-236-2652
ORI#IA0790100

Grinnell
Jewel of the Prairie

Michael McClelland
Chief of Police

Notice of Retirement/Resignation

To: Police Chief McClelland

Cc: Police Captain Dan Johnson

Date: March 5, 2025

Police Chief McClelland:

I would like to formally announce my retirement/resignation from the Grinnell Police Department effective at 0600 hours on May 26, 2025.

I would like to personally thank you and the City of Grinnell for all the opportunities that have been afforded to me during my 23 ½ years with the Grinnell Police Department. I will miss the day-to-day interactions with my fellow employees, but I am also very excited to start a new chapter in my life: Retirement. I am very proud to call myself a member of the Grinnell Police Department and wish nothing but the best for our department moving forward. Thank you again for everything.

Respectfully submitted,

C. E. Wray

Police Sergeant Christopher Wray #221

CITY OF GRINNELL, IOWA

INDEPENDENT AUDITOR'S REPORTS
BASIC FINANCIAL STATEMENTS
SUPPLEMENTARY AND OTHER INFORMATION
SCHEDULE OF FINDINGS AND QUESTIONED COSTS

JUNE 30, 2024

CITY OF GRINNELL, IOWA
Table of Contents

CITY OF GRINNELL, IOWA
OFFICIALS
June 30, 2024

(Before January 2024)

Name	Title	Term Expires
Dan Agnew	Mayor	January, 2024
James White	Mayor Pro-tem	January, 2026
Julie Davis	Council Member	January, 2026
Jo Wray	Council Member	January, 2024
Rachel Bly	Council Member	January, 2026
Byron Hueftle-Worley	Council Member	January, 2024
Lamoyne Gaard	Council Member	January, 2024
Russell Behrens	City Manager	Appointed
Ann Wingerter	City Clerk/Finance Director	Appointed
William Sueppel	City Attorney	Appointed

(After January 2024)

Name	Title	Term Expires
Dan Agnew	Mayor	January, 2026
James White	Mayor Pro-tem	January, 2026
Julie Davis	Council Member	January, 2026
Jo Wray	Council Member	January, 2028
Rachel Bly	Council Member	January, 2026
Byron Hueftle-Worley	Council Member	January, 2028
Matthew Karjalahti	Council Member	January, 2028
Russell Behrens	City Manager	Appointed
Ann Wingerter	City Clerk/Finance Director	Appointed
William Sueppel (Retired May, 2024)	City Attorney	
Kristine Stone (Appointed May, 2024)	City Attorney	Appointed

Gronewold, Bell, Kyhnn & Co. P.C.
CERTIFIED PUBLIC ACCOUNTANTS • BUSINESS AND FINANCIAL CONSULTANTS

1910 EAST 7th STREET BOX 369
ATLANTIC, IOWA 50022-0369
(712) 243-1800
FAX (712) 243-1265
CPA@GBKCO.COM

KENNETH P. TEGELS
CHRISTOPHER J. NELSON
DAVID A. GINTHER
DUSTIN T. VEENSTRA
FAITH E. HINRICHS

INDEPENDENT AUDITOR'S REPORT

To the Honorable Mayor and
Members of the City Council

Report on the Audit of the Financial Statements

Opinions

We have audited the financial statements of the governmental activities, the business type activities, each major fund and the aggregate remaining fund information of the City of Grinnell, Iowa, as of and for the year ended June 30, 2024, and the related notes to financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the respective cash basis financial position of the governmental activities, the business type activities, each major fund and the aggregate remaining fund information of the City of Grinnell, Iowa, as of June 30, 2024, and the respective changes in cash basis financial position for the year then ended in accordance with the cash basis of accounting described in Note 1.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City of Grinnell, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Basis of Accounting

We draw attention to Note 1 of the financial statements, which describes the basis of accounting. The financial statements are prepared on the cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our opinions are not modified with respect to this matter.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the cash basis of accounting described in Note 1, and for determining that the cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. Management is also responsible for the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and Government Auditing Standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgement made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and Government Auditing Standards, we:

- Exercise professional judgement and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City of Grinnell's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgement, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City of Grinnell's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

To the Honorable Mayor and
Members of the City Council

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise City of Grinnell's basic financial statements. We previously audited, in accordance with the standards referred to in the Auditor's Responsibilities for the Audit of the Financial Statements section of this report, the financial statements for the nine years ended June 30, 2023 (which are not presented herein) and expressed unmodified opinions on those financial statements which were prepared on the cash basis of accounting. The supplementary information included in Schedules 1 through 3, including the Schedule of Expenditures of Federal Awards required by Title 2, U.S. Code of Federal Regulations, Part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards (Uniform Guidance), is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with GAAS. In our opinion, the supplementary information in Schedules 1 through 3 is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Information

Management is responsible for the other information included in this report. The other information comprises the Budgetary Comparison Information, the Schedules of the City's Proportionate Share of the Net Pension Liability and the Schedules of City Contributions on pages 34 through 41, but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Other Reporting Required by Government Auditing Standards

In accordance with Government Auditing Standards, we have also issued our report dated March 6, 2025 on our consideration of the City of Grinnell's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on the effectiveness of the City's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering City of Grinnell's internal control over financial reporting and compliance.

Gronewold, Bell, Kyhnn & Co. P.C

Atlantic, Iowa
March 6, 2025

CITY OF GRINNELL, IOWA
CASH BASIS STATEMENT OF ACTIVITIES AND NET POSITION

As of and for the year ended June 30, 2024

		Program Receipts	
	Disbursements	Charges for Service	Operating Grants, Contributions and Restricted Interest
Functions/Programs:			
Governmental activities:			
Public safety	$ 3,375,281	$ 263,863	$ 136,953
Public works	1,528,434	3,741	1,378,825
Health and social services	4,200	--	--
Culture and recreation	1,642,635	503,807	70,534
Community and economic development	1,057,354	466,944	64,000
General government	1,717,688	27,879	320,507
Debt service	2,883,848	--	17,080
Capital projects	10,166,806	--	--
Total governmental activities	22,376,246	1,266,234	1,987,899
Business type activities:			
Water	1,813,630	2,241,416	--
Sewer	2,227,156	2,063,523	--
Solid waste	1,228,619	1,509,233	--
Storm sewer	44,958	405,109	--
Total business type activities	5,314,363	6,219,281	--
Total	$ 27,690,609	$ 7,485,515	$ 1,987,899

General Receipts and Transfers:
- Property and other city tax levied for:
  - General purposes
  - Debt service
- Tax increment financing
- Hotel motel tax
- Local option sales tax
- Unrestricted interest on investments
- Sale of assets
- Notes issued for refunding debt
- Payment for refunding debt
- Note proceeds
- Miscellaneous
- Transfers

Total general receipts and transfers

Change in cash basis net position

Cash basis net position beginning of year

Cash basis net position end of year

(continued next page)

Program Receipts: Capital Grants, Contributions and Restricted Interest	Net (Disbursements) Receipts and Changes in Cash Basis Net Position: Governmental Activities	Business Type Activities	Total
$ --	$(2,974,465)	$ --	$(2,974,465)
--	(145,868)	--	(145,868)
--	(4,200)	--	(4,200)
--	(1,068,294)	--	(1,068,294)
--	(526,410)	--	(526,410)
--	(1,369,302)	--	(1,369,302)
--	(2,866,768)	--	(2,866,768)
1,192,821	(8,973,985)	--	(8,973,985)
1,192,821	(17,929,292)	--	(17,929,292)
--	--	427,786	427,786
--	--	(163,633)	(163,633)
--	--	280,614	280,614
--	--	360,151	360,151
--	--	904,918	904,918
$ 1,192,821	(17,929,292)	904,918	(17,024,374)
	5,385,639	--	5,385,639
	275,764	--	275,764
	2,695,874	--	2,695,874
	387,919	--	387,919
	1,662,911	--	1,662,911
	935,929	220,176	1,156,105
	22,000	--	22,000
	--	12,079,000	12,079,000
	--	(12,079,000)	(12,079,000)
	2,968,280	--	2,968,280
	1,974,843	398,621	2,373,464
	1,206,085	(1,206,085)	--
	17,515,244	(587,288)	16,927,956
	(414,048)	317,630	(96,418)
	19,946,765	4,282,470	24,229,235
	$ 19,532,717	$ 4,600,100	$ 24,132,817

CITY OF GRINNELL, IOWA
CASH BASIS STATEMENT OF ACTIVITIES AND NET POSITION - Continued

As of and for the year ended June 30, 2024

		Program Receipts	
	Disbursements	Charges for Service	Operating Grants, Contributions and Restricted Interest
Cash Basis Net Position			
Restricted:			
Nonexpendable:			
Cemetery perpetual care			
Expendable:			
Debt service			
Capital projects			
Urban renewal purposes			
Streets			
Equipment			
Other purposes			
Unrestricted			
Total cash basis net position			

The accompanying notes are an integral part of these statements.

Program Receipts	Net (Disbursements) Receipts and Changes in Cash Basis Net Position		
Capital Grants, Contributions and Restricted Interest	Governmental Activities	Business Type Activities	Total
	$ 547,332	$ --	$ 547,332
	97,328	72,771	170,099
	5,109,320	30,000	5,139,320
	1,030,101	--	1,030,101
	912,842	--	912,842
	1,529,025	--	1,529,025
	4,835,356	--	4,835,356
	5,471,413	4,497,329	9,968,742
	$ 19,532,717	$ 4,600,100	$ 24,132,817

CITY OF GRINNELL, IOWA
STATEMENT OF CASH RECEIPTS, DISBURSEMENTS
AND CHANGES IN CASH BALANCES
GOVERNMENTAL FUNDS

As of and for the year ended June 30, 2024

	General	Special Revenue: Road Use	Special Revenue: Local Option Sales Tax
Receipts:			
Property tax	$ 2,925,945	$ --	$ --
Local option sales tax	--	--	--
Tax increment financing	--	--	--
Other city tax	852,285	--	--
Licenses and permits	27,647	--	--
Use of money and property	394,586	48,998	--
Intergovernmental	536,460	1,350,940	--
Charges for service	895,868	--	--
Miscellaneous	1,974,559	19,031	--
Total receipts	7,607,350	1,418,969	--
Disbursements:			
Operating:			
Public safety	2,856,443	--	--
Public works	513,597	914,070	--
Health and social services	4,200	--	--
Culture and recreation	1,623,203	--	--
Community and economic development	503,908	--	--
General government	390,348	--	--
Debt service	--	--	--
Capital projects	--	--	--
Total disbursements	5,891,699	914,070	--
Excess (deficiency) of receipts over (under) disbursements	1,715,651	504,899	--
Other financing sources (uses):			
Sale of assets	20,000	--	--
Note proceeds	--	--	--
Transfers in	1,905,300	--	--
Transfers out	(596,703)	(1,002,043)	--
Total other financing sources (uses)	1,328,597	(1,002,043)	--
Change in cash balances	3,044,248	(497,144)	--
Cash balances beginning of year	2,427,165	1,409,986	1,029,300
Major fund to nonmajor (See Note 17)	--	--	(1,029,300)
Cash balance, restated	2,427,165	1,409,986	--
Cash balances end of year	$ 5,471,413	$ 912,842	$ --

(continued next page)

Special Revenue					
Equipment Replacement	Tax Increment Financing	Debt Service	Capital Projects	Nonmajor	Total
$ --	$ --	$ 273,931	$ --	$ 1,593,835	$ 4,793,711
--	--	--	--	1,662,911	1,662,911
--	2,695,874	--	--	--	2,695,874
--	--	1,833	--	401,493	1,255,611
--	--	--	--	--	27,647
--	41,314	37,300	273,098	285,098	1,080,394
--	--	17,080	1,142,821	124,577	3,171,878
--	--	--	--	--	895,868
--	--	--	110,799	77,550	2,181,939
--	2,737,188	330,144	1,526,718	4,145,464	17,765,833
--	--	--	--	518,838	3,375,281
--	--	--	--	100,767	1,528,434
--	--	--	--	--	4,200
--	--	--	--	19,432	1,642,635
--	126,072	--	--	427,374	1,057,354
--	--	--	--	1,327,340	1,717,688
--	--	2,883,848	--	--	2,883,848
--	--	--	10,166,806	--	10,166,806
--	126,072	2,883,848	10,166,806	2,393,751	22,376,246
--	2,611,116	(2,553,704)	(8,640,088)	1,751,713	(4,610,413)
--	--	--	2,000	--	22,000
--	--	--	2,968,280	--	2,968,280
--	--	2,791,038	2,660,947	774,567	8,131,852
--	(1,969,555)	(183,540)	(1,158,572)	(2,015,354)	(6,925,767)
--	(1,969,555)	2,607,498	4,472,655	(1,240,787)	4,196,365
--	641,561	53,794	(4,167,433)	510,926	(414,048)
1,811,903	388,540	43,534	9,276,753	3,559,584	19,946,765
(1,811,903)	--	--	--	2,841,203	--
--	388,540	43,534	9,276,753	6,400,787	19,946,765
$ --	$ 1,030,101	$ 97,328	$ 5,109,320	$ 6,911,713	$ 19,532,717

CITY OF GRINNELL, IOWA
STATEMENT OF CASH RECEIPTS, DISBURSEMENTS
AND CHANGES IN CASH BALANCES - Continued
GOVERNMENTAL FUNDS

As of and for the year ended June 30, 2024

	General	Special Revenue	
		Road Use	Local Option Sales Tax
Cash Basis Fund Balances			
Nonspendable - Cemetery perpetual care	$ --	$ --	$ --
Restricted for:			
Debt service	--	--	--
Capital projects	--	--	--
Urban renewal purpose	--	--	--
Streets	--	912,842	--
Equipment	--	--	--
Other purposes	--	--	--
Unassigned	5,471,413	--	--
Total cash basis fund balances	$ 5,471,413	$ 912,842	$ --

The accompanying notes are an integral part of these statements.

Special Revenue					
Equipment Replacement	Tax Increment Financing	Debt Service	Capital Projects	Nonmajor	Total
$ --	$ --	$ --	$ --	$ 547,332	$ 547,332
--	--	97,328	--	--	97,328
--	--	--	5,109,320	--	5,109,320
--	1,030,101	--	--	--	1,030,101
--	--	--	--	--	912,842
--	--	--	--	1,529,025	1,529,025
--	--	--	--	4,835,356	4,835,356
--	--	--	--	--	5,471,413
$ --	$ 1,030,101	$ 97,328	$ 5,109,320	$ 6,911,713	$ 19,532,717

CITY OF GRINNELL, IOWA
STATEMENT OF CASH RECEIPTS, DISBURSEMENTS
AND CHANGES IN CASH BALANCES
PROPRIETARY FUNDS

As of and for the year ended June 30, 2024

	Enterprise	
	Water	Sewer
Operating receipts:		
Use of money and property	$ --	$ 10,785
Charges for service	2,241,416	2,052,738
Total operating receipts	2,241,416	2,063,523
Operating disbursements:		
Business type activities	1,813,630	1,322,940
Total operating disbursements	1,813,630	1,322,940
Excess of operating receipts over operating disbursements	427,786	740,583
Non-operating receipts (disbursements):		
Interest on investments	73,067	54,320
Miscellaneous	226,496	134,359
Capital projects	--	(30,000)
Debt service	--	(874,216)
Net non-operating receipts (disbursements)	299,563	(715,537)
Excess of receipts over disbursements	727,349	25,046
Other financing sources (uses):		
Notes issued for refunding debt	--	12,079,000
Payment for refunding debt	--	(12,079,000)
Transfers in	40,438	46,808
Transfers out	(991,731)	(65,700)
Total other financing sources (uses)	(951,293)	(18,892)
Change in cash balances	(223,944)	6,154
Cash balances beginning of year	1,694,550	816,953
Cash balances end of year	$ 1,470,606	$ 823,107
Cash Basis Fund Balances		
Restricted for:		
Debt service	$ --	$ 72,771
Capital projects	--	30,000
Unrestricted	1,470,606	720,336
Total cash basis fund balances	$ 1,470,606	$ 823,107

The accompanying notes are an integral part of these statements.

Enterprise		
Solid Waste	Nonmajor Storm Sewer	Total
$ --	$ --	$ 10,785
1,509,233	405,109	6,208,496
1,509,233	405,109	6,219,281
1,228,619	44,958	4,410,147
1,228,619	44,958	4,410,147
280,614	360,151	1,809,134
59,999	32,790	220,176
37,766	--	398,621
--	--	(30,000)
--	--	(874,216)
97,765	32,790	(285,419)
378,379	392,941	1,523,715
--	--	12,079,000
--	--	(12,079,000)
--	--	87,246
(135,900)	(100,000)	(1,293,331)
(135,900)	(100,000)	(1,206,085)
242,479	292,941	317,630
1,172,995	597,972	4,282,470
$ 1,415,474	$ 890,913	$ 4,600,100
$ --	$ --	$ 72,771
--	--	30,000
1,415,474	890,913	4,497,329
$ 1,415,474	$ 890,913	$ 4,600,100

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The City of Grinnell, Iowa is a political subdivision of the State of Iowa located in Poweshiek County. It was first incorporated in 1865 and operates under the Home Rule provisions of the Constitution of Iowa. The City operates under the Mayor-Council form of government with the Mayor and Council Members elected on a non-partisan basis. The City provides numerous services to citizens, including public safety, public works, health and social services, culture and recreation, community and economic development and general government services. The City also provides water, sewer, storm sewer and solid waste utilities for its citizens.

A. Reporting Entity

For financial reporting purposes, the City of Grinnell has included all funds, organizations, agencies, boards, commissions and authorities. The City has also considered all potential component units for which it is financially accountable and other organizations for which the nature and significance of their relationship with the City are such that exclusion would cause the City's financial statements to be misleading or incomplete. The Governmental Accounting Standards Board has set forth criteria to be considered in determining financial accountability. These criteria include appointing a voting majority of an organization's governing body and (1) the ability of the City to impose its will on that organization or (2) the potential for the organization to provide specific benefits to or impose specific financial burdens on the City. The City of Grinnell has no component units which meet the Governmental Accounting Standards Board criteria.

Jointly Governed Organizations

The City participates in several jointly governed organizations that provide goods or services to the citizenry of the City but do not meet the criteria of a joint venture since there is no ongoing financial interest or responsibility by the participating governments. City officials are members of the following boards and commissions: Poweshiek County Assessor's Conference Board, Poweshiek County Emergency Management Commission and the Poweshiek County Joint E911 Service Board.

B. Basis of Presentation

Government-wide Financial Statement

The Cash Basis Statement of Activities and Net Position reports information on all of the nonfiduciary activities of the City. For the most part, the effect of interfund activity has been removed from this statement. Governmental activities, which are supported by tax and intergovernmental receipts are reported separately from business type activities, which rely to a significant extent on fees and charges for services.

The Cash Basis Statement of Activities and Net Position presents the City's nonfiduciary net position. Net position is reported in the following categories:

Nonexpendable restricted net position is subject to externally imposed stipulations which require the cash balance to be maintained permanently by the City, including the City's Permanent Fund.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

Expendable restricted net position results when constraints placed on the use of cash balances are either externally imposed or are imposed by law through constitutional provisions or enabling legislation.

Unrestricted net position consists of cash balances not meeting the definition of the preceding categories. Unrestricted net position is often subject to constraints imposed by management which can be removed or modified.

The Cash Basis Statement of Activities and Net Position demonstrates the degree to which the direct disbursements of a given function are offset by program receipts. Direct disbursements are those clearly identifiable with a specific function. Program receipts include 1) charges to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function and 2) grants, contributions and interest on investments restricted to meeting the operational or capital requirements of a particular function. Property tax and other items not properly included among program receipts are reported instead as general receipts.

Fund Financial Statements

Separate financial statements are provided for governmental funds and proprietary funds. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements. All remaining governmental funds and enterprise funds are aggregated and reported as nonmajor governmental funds and nonmajor enterprise funds, respectively.

The City reports the following major governmental funds:

The General Fund is the general operating fund of the City. All general tax receipts from general and emergency levies and other receipts not allocated by law or contractual agreement to some other fund are accounted for in this fund. From the fund are paid the general operating disbursements, the fixed charges and the capital improvement costs not paid from other funds.

Special Revenue:

The Road Use Fund is used to account for the road use tax allocation from the State of Iowa to be used for road construction and maintenance.

The Tax Increment Financing Fund is used to account for tax increment financing collections and the repayment of tax increment financing indebtedness.

The Debt Service Fund is utilized to account for property tax and other receipts to be used for the payment of interest and principal on the City's general long-term debt.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

The Capital Projects Fund is used to account for all resources used in the acquisition and construction of capital facilities with the exception of those financed through Enterprise Funds.

The City reports the following major proprietary funds:

The Enterprise, Water Fund accounts for the operation and maintenance of the City's water system.

The Enterprise, Sewer Fund accounts for the operation and maintenance of the City's wastewater treatment and sanitary sewer system.

The Enterprise, Solid Waste Fund accounts for the operation of the City's residential and commercial waste collection, composting and recycling.

C. Measurement Focus and Basis of Accounting

The City maintains its financial records on the basis of cash receipts and disbursements and the financial statements of the City are prepared on that basis. The cash basis of accounting does not give effect to accounts receivable, accounts payable and accrued items. Accordingly, the financial statements do not present financial position and results of operations of the funds in accordance with U.S. generally accepted accounting principles.

Under the terms of grant agreements, the City funds certain programs by a combination of specific cost-reimbursement grants, categorical block grants and general receipts. Thus, when program disbursements are paid, there are both restricted and unrestricted cash basis net position available to finance the program. It is the City's policy to first apply cost-reimbursement grant resources to such programs, followed by categorical block grants and then by general receipts.

When a disbursement in governmental funds can be paid using either restricted or unrestricted resources, the City's policy is generally to first apply the disbursement toward restricted fund balance and then to less-restrictive classifications - committed, assigned and then unassigned fund balances.

Proprietary funds distinguish operating receipts and disbursements from non-operating items. Operating receipts and disbursements generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. All receipts and disbursements not meeting this definition are reported as non-operating receipts and disbursements.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

D. Property Taxes and Governmental Cash Basis Fund Balances

The following accounting policies are followed in preparing the financial statements:

Property tax receipts recognized in the governmental funds become due and collectible in September and March of the current fiscal year with a 1½% per month penalty for delinquent payments; is based on January 1, 2022 assessed property valuations; is for the tax accrual period July 1, 2023 through June 30, 2024 and reflects tax asking contained in the budget certified to the City Council in April 2023.

In the governmental fund financial statements, cash basis fund balances are classified as follows:

Nonspendable - Amounts which cannot be spent because they are legally or contractually required to be maintained intact.

Restricted - Amounts restricted to specific purposes when constraints placed on the use of the resources are either externally imposed by creditors, grantors or state or federal laws or are imposed by law through constitutional provisions or enabling legislation.

Assigned - Amounts the City Council intends to use for specific purposes.

Unassigned - All amounts not included in the preceding classifications.

E. Budgets and Budgetary Accounting

The budgetary comparison and related disclosures are reported as Other Information.

NOTE 2 - CASH AND POOLED INVESTMENTS

The City's deposits in banks at June 30, 2024 were entirely covered by federal depository insurance or by the State Sinking Fund in accordance with Chapter 12C of the Code of Iowa. This chapter provides for additional assessments against the depositories to ensure there will be no loss of public funds.

The City is authorized by statute to invest public funds in obligations of the United States government, its agencies and instrumentalities; certificates of deposit or other evidences of deposit at federally insured depository institutions approved by the City Council; prime eligible bankers acceptances; certain high rated commercial paper; perfected repurchase agreements; certain registered open-end management investment companies; certain joint investment trusts; and warrants or improvement certificates of a drainage district.

NOTE 2 - CASH AND POOLED INVESTMENTS - Continued

At June 30, 2024, the City had the following investments:

Investment	Fair Value	Maturity
U.S. Treasury Notes	$ 4,639,983	October 2024

The City uses the fair value hierarchy established by generally accepted accounting principles based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets. Level 2 inputs are significant other observable inputs. Level 3 inputs are significant unobservable inputs.

The recurring fair value measurements for the U.S. Treasury Notes was determined using the last sales price at current exchange rates. (Level 1 inputs)

The City had investments in the Iowa Public Agency Investment Trust which are valued at an amortized cost of $12,534,455. There were no limitations or restrictions on withdrawals for the IPAIT investments. The City's investment in the Iowa Public Agency Investment Trust is unrated.

Interest rate risk - The City's investment policy limits the investment of operating funds (funds expected to be expended in the current budget year or within 15 months of receipt) to instruments that mature within 397 days. Funds not identified as operating funds may be invested in investments with maturities longer than 397 days, but the maturities shall be consistent with the needs and use of the City.

NOTE 3 - BONDS AND NOTES PAYABLE

A summary of changes in bonds and notes payable for the year ended June 30, 2024 is as follows:

	Beginning Balances	Increases	Decreases	Ending Balances	Due Within One Year
Governmental activities:					
General Obligation Bonds/Notes	$ 17,529,000	$ --	$ 2,411,000	$ 15,118,000	$ 2,393,000
Business type activities:					
Sewer Revenue Notes - Direct Borrowing	$ 12,079,000	$ 13,040,254	$ 12,829,000	$ 12,290,254	$ 781,000
Water Revenue Notes - Direct Borrowing	238,974	2,007,026	--	2,246,000	--
Business type activities total	$ 12,317,974	$ 15,047,280	$ 12,829,000	$ 14,536,254	$ 781,000

NOTE 3 - BONDS AND NOTES PAYABLE - Continued

General Obligation Bonds and Notes

A summary of the City's June 30, 2024 general obligation bonds and notes payable is as follows:

Year Ending June 30,	Local Option Sales Tax Refunding Capital Loan Notes Issued September 18, 2014			General Obligation Bonds Issued July 20, 2016		
	Interest Rates	Principal	Interest	Interest Rates	Principal	Interest
2025	2.75%	$ 780,000	$ 53,550	2.00%	$ 720,000	$ 55,670
2026	3.00	800,000	32,100	2.00	735,000	41,270
2027	3.00	270,000	8,100	2.00	495,000	26,570
2028		--	--	2.20	65,000	16,670
2029		--	--	2.20	65,000	15,240
2030-2034		--	--	2.20-3.00	345,000	52,740
2035-2036		--	--	3.00	150,000	6,750
		$1,850,000	$ 93,750		$2,575,000	$ 214,910

Year Ending June 30,	Urban Renewal Capital Loan Notes Issued June 19, 2018			Capital Loan Notes Issued September 24, 2020		
	Interest Rates	Principal	Interest	Interest Rates	Principal	Interest
2025	3.25%	$ 73,000	$ 10,010	2.00%	$ 745,000	$ 97,000
2026	3.25	76,000	7,637	2.00	760,000	82,100
2027	3.25	78,000	5,168	2.00	775,000	66,900
2028	3.25	81,000	2,632	2.00	1,230,000	51,400
2029		--	--	2.00	1,340,000	26,800
2030-2034		--	--		--	--
2035-2036		--	--		--	--
		$ 308,000	$ 25,447		$4,850,000	$ 324,200

Year Ending June 30,	Refunding Capital Loan Notes Issued September 24, 2020			Capital Loan Notes Issued July 21, 2022		
	Interest Rates	Principal	Interest	Interest Rates	Principal	Interest
2025	2.00%	$ 75,000	$ 8,000	3.00%	$ --	$ 183,650
2026	2.00	80,000	6,500	3.00	--	183,650
2027	2.00	80,000	4,900	3.00	520,000	183,650
2028	2.00	85,000	3,300	3.00	810,000	168,050
2029	2.00	80,000	1,600	3.00	845,000	143,750
2030-2034		--	--	4.00	2,960,000	239,800
2035-2036		--	--		--	--
		$ 400,000	$ 24,300		$5,135,000	$1,102,550

NOTE 3 - BONDS AND NOTES PAYABLE - Continued

Year Ending June 30,	Totals Principal	Interest	Total
2025	$ 2,393,000	$ 407,880	$ 2,800,880
2026	2,451,000	353,257	2,804,257
2027	2,218,000	295,288	2,513,288
2028	2,271,000	242,052	2,513,052
2029	2,330,000	187,390	2,517,390
2030-2034	3,305,000	292,540	3,597,540
2035-2036	150,000	6,750	156,750
	$15,118,000	$1,785,157	$16,903,157

On September 18, 2014, the City issued $5,995,000 of general obligation LOST notes with interest rates ranging from 2.00% to 3.00% per annum. The notes were issued for refunding prior general obligation notes. During the year ended June 30, 2024, the City paid $760,000 of principal and $72,550 of interest on the notes. The notes mature in fiscal year 2027.

On July 20, 2016, the City issued $7,460,000 of general obligation bonds with interest rates ranging from 2.00% to 3.00% per annum. The bonds were issued for park and water improvements and urban renewal projects. During the year ended June 30, 2024, the City paid $715,000 of principal and $69,970 of interest on the bonds. The bonds mature in fiscal year 2036.

On June 19, 2018, the city issued $700,000 of general obligation capital loan notes with an interest rate of 3.25% per annum. The notes were issued for airport and park improvements and urban renewal projects. During the year ended June 30, 2024, the City paid $71,000 of principal and $12,338 of interest on the notes. The notes mature in fiscal year 2028.

On March 8, 2019, the City issued $425,000 of general obligation capital loan notes with an interest rate of 3.90% per annum. The notes were issued for costs of equipping the fire department. During the year ended June 30, 2024, the City paid $85,000 of principal and $3,440 of interest on the notes. The notes were paid off in fiscal year 2024.

On September 24, 2020, the City issued $5,000,000 of general obligation capital loan notes with an interest rate of 2.00% per annum. The notes were issued for urban renewal projects. During the year ended June 30, 2024, the City paid $75,000 of principal and $98,500 of interest on the notes. The notes mature in fiscal year 2029.

On September 24, 2020, the City issued $3,125,000 of general obligation refunding capital loan notes with interest rates ranging from 2.00% to 3.00% per annum. The notes were issued for refunding prior general obligation notes and bonds. During the year ended June 30, 2024, the City paid $705,000 of principal and $29,150 of interest on the notes. The notes mature in fiscal year 2029.

On July 21, 2022, the City issued $5,135,000 of general obligation capital loan notes with interest rates ranging from 3.00% to 4.00% per annum. The notes were issued for public safety, library and aquatic center improvements, road construction and urban renewal projects. During the year ended June 30, 2024, the City paid $ - 0 - of principal and $183,650 of interest on the notes. The notes mature in fiscal year 2032.

NOTE 3 - BONDS AND NOTES PAYABLE - Continued

Revenue Notes

A summary of the City's June 30, 2024 revenue notes payable is as follows:

Year Ending June 30,	Sewer Revenue Capital Loan Notes Issued December 15, 2023			Water Revenue Capital Loan Notes Issued April 21, 2023		
	Interest Rates	Principal	Interest	Interest Rates	Principal	Interest
2025	0.75%	$ 781,000	$ 92,250	0.00%	$ --	$ --
2026	0.75	815,000	86,392	0.00	2,246,000	--
2027	0.75	844,000	80,280		--	--
2028	0.75	853,000	73,950		--	--
2029	0.75	860,000	67,552		--	--
2030-2034	0.75	4,435,000	239,633		--	--
2035-2038	0.75	3,702,254	69,968		--	--
		$ 12,290,254	$ 710,025		$2,246,000	$ --

Year Ending June 30,	Totals		
	Principal	Interest	Total
2025	$ 781,000	$ 92,250	$ 873,250
2026	3,061,000	86,392	3,147,392
2027	844,000	80,280	924,280
2028	853,000	73,950	926,950
2029	860,000	67,552	927,552
2030-2034	4,435,000	239,633	4,674,633
2035-2038	3,702,254	69,968	3,772,222
	$14,536,254	$ 710,025	$15,246,279

Sewer Revenue Notes - Direct Borrowing

On April 13, 2018, the City entered into an agreement with the Iowa Finance Authority (IFA) for the issuance of $14,300,000 of sewer revenue notes with interest at 1.75% per annum. The notes were issued pursuant to Chapters 384.24A and 384.83 of the Code of Iowa to provide financing for the construction of improvements to the sewer treatment plant. In the event of a default, the issuer shall have the right to take any action authorized under the regulations, the revenue note or the agreement and to take whatever action at law or equity may appear necessary or desirable to collect the amounts then due and thereafter to become due under the agreement or to enforce the performance and observance of any duty, covenant, obligation or agreement of the participant under the agreement. During the year ended June 30, 2024, the City paid principal of $12,079,000 and interest of $45,296 on the notes. The notes were paid off in fiscal year 2024 through the issuance of sewer revenue notes dated December 15, 2023.

NOTE 3 - BONDS AND NOTES PAYABLE - Continued

On December 15, 2023, the City entered into an agreement with the Iowa Finance Authority (IFA) for the issuance of $13,050,000 of sewer revenue capital loan notes with interest at 0.75% per annum. The notes were issued pursuant to Chapters 384.24A and 384.83 of the Code of Iowa to provide financing for the construction of improvements to the sewer treatment plant. In the event of a default, the issuer shall have the right to take any action authorized under the regulations, the revenue note or the agreement and to take whatever action at law or equity may appear necessary or desirable to collect the amounts then due and thereafter to become due under the agreement or to enforce the performance and observance of any duty, covenant, obligation or agreement of the participant under the agreement. During the year ended June 30, 2024, the City paid principal of $750,000 and interest of $47,865 on the notes. The notes mature in fiscal year 2038.

The City has pledged future sewer customer receipts, net of specified operating disbursements, to repay $13,050,000 of sewer revenue notes issued in December, 2023. The notes are payable solely from sewer customer net receipts. Annual principal and interest payments on the notes are expected to require more than 100% of net receipts. The total principal and interest remaining to be paid on the notes is $13,000,279. For the current year, principal and interest paid and total customer net receipts were $797,865 and $740,583, respectively.

The resolutions providing for the issuance of the sewer revenue notes include the following provisions:

a. The notes will only be redeemed from the future earnings of the enterprise activity and the note holders hold a lien on the future earnings of the funds.
b. Sufficient transfers shall be made into a separate and special fund to pay current expenses. The fund shall be known as the Sewer Utility Operation and Maintenance Fund. There shall be deposited in the fund each month an amount sufficient to meet the current expenses of the month plus an amount equal to 1/12 of expenses payable on an annual basis such as insurance.
c. Moneys shall next be disbursed to a separate and special fund to pay principal of and interest on the Notes and Parity Obligations known as the Sewer Revenue Note Principal and Interest Sinking Fund (the "Sinking Fund"). The required amount to be deposited in the Sinking Fund in any month shall be an amount equal to 1/6 of the installment of interest coming due on the next payment and 1/12 of the installment of principal coming due on the next payment date.

<u>Water Revenue Notes - Direct Borrowing</u>
On April 21, 2023, the City entered into a State Revolving Fund (SRF) loan and disbursement agreement with the Iowa Finance Authority (IFA) for the issuance of up to $2,246,000 water revenue notes with interest at 0.00% per annum. The notes were issued pursuant to the provisions of Chapters 384.24A and 384.83 of the Code of Iowa to pay the costs of constructing improvements and extensions to the City's water system. The City will draw down funds from the IFA upon request to reimburse the City for costs as they are incurred. In the event of default, the issuer shall have the right to take any action authorized under the regulations, the revenue note or the agreement and to take whatever other action at law or equity may appear necessary or desirable to collect the amounts then due and thereafter to become due under the agreement or to enforce the performance and observance of any duty, covenant, obligation or agreement of the participant under the agreement. During the year ended June 30, 2024, the City drew down $2,007,026 of the authorized amount, leaving a balance of $ - 0 - to draw. $ - 0 - in principal and $ - 0 - in interest payments were made during the year ended June 30, 2024. The notes mature in fiscal year 2026.

NOTE 4 - IPERS PENSION PLAN

Plan Description - IPERS membership is mandatory for employees of the City, except for those covered by another retirement system. Employees of the City are provided with pensions through a cost-sharing multiple employer defined benefit pension plan administered by the Iowa Public Employees' Retirement System (IPERS). IPERS issues a stand-alone financial report which is available to the public by mail at P.O. Box 9117, Des Moines, Iowa 50306-9117 or at www.ipers.org.

IPERS benefits are established under Iowa Code Chapter 97B and the administrative rules thereunder. Chapter 97B and the administrative rules are the official plan documents. The following brief description is provided for general informational purposes only. Refer to the plan documents for more information.

Pension Benefits - A Regular member may retire at normal retirement age and receive monthly benefits without an early-retirement reduction. Normal retirement age is age 65, any time after reaching age 62 with 20 or more years of covered employment or when the member's years of service plus the member's age at the last birthday equals or exceeds 88, whichever comes first. These qualifications must be met on the member's first month of entitlement to benefits. Members cannot begin receiving retirement benefits before age 55. The formula used to calculate a Regular member's monthly IPERS benefit includes:

- A multiplier based on years of service.
- The member's highest five-year average salary, except members with service before June 30, 2012 will use the highest three-year average salary as of that date if it is greater than the highest five-year average salary.

Protection occupation members may retire at normal retirement age, which is generally age 55 and may retire any time after reaching age 50 with 22 or more years of covered employment.

The formula used to calculate a protection occupation member's monthly IPERS benefit includes:

- 60% of average salary after completion of 22 years of service, plus an additional 1.5% of average salary for more than 22 years of service but not more than 30 years of service.
- The member's highest three-year average salary.

If a member retires before normal retirement age, the member's monthly retirement benefit will be permanently reduced by an early-retirement reduction. The early-retirement reduction is calculated differently for service earned before and after July 1, 2012. For service earned before July 1, 2012, the reduction is 0.25% for each month the member receives benefits before the member's earliest normal retirement age. For service earned on or after July 1, 2012, the reduction is 0.50% for each month the member receives benefits before age 65.

Generally, once a member selects a benefit option, a monthly benefit is calculated and remains the same for the rest of the member's lifetime. However, to combat the effects of inflation, retirees who began receiving benefits prior to July 1990 receive a guaranteed dividend with their regular November benefit payments.

NOTE 4 - IPERS PENSION PLAN - Continued

Disability and Death Benefits - A vested member who is awarded federal Social Security disability or Railroad Retirement disability benefits is eligible to claim IPERS benefits regardless of age. Disability benefits are not reduced for early retirement. If a member dies before retirement, the member's beneficiary will receive a lifetime annuity or a lump-sum payment equal to the present actuarial value of the member's accrued benefit or calculated with a set formula, whichever is greater. When a member dies after retirement, death benefits depend on the benefit option the member selected at retirement.

Contributions - Contribution rates are established by IPERS following the annual actuarial valuation which applies IPERS' Contribution Rate Funding Policy and Actuarial Amortization Method. State statute limits the amount rates can increase or decrease each year to 1 percentage point. IPERS Contribution Rate Funding Policy requires the actuarial contribution rate be determined using the "entry age normal" actuarial cost method and the actuarial assumptions and methods approved by the IPERS Investment Board. The actuarial contribution rate covers normal cost plus the unfunded actuarial liability payment based on a 30-year amortization period. The payment to amortize the unfunded actuarial liability is determined as a level percentage of payroll based on the Actuarial Amortization Method adopted by the Investment Board.

In fiscal year 2024, pursuant to the required rate, Regular members contributed 6.29% of covered payroll and the City contributed 9.44% of covered payroll, for a total rate of 15.73%. Protection occupation members contributed 6.21% of covered payroll and the City contributed 9.31% of covered payroll, for a total rate of 15.52%.

The City's contributions to IPERS for the year ended June 30, 2024 totaled $264,079.

Net Pension Liability, Pension Expense, Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions - At June 30, 2024, the City reported a liability of $1,359,281 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2023 and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City's proportion of the net pension liability was based on the City's share of contributions to IPERS relative to the contributions of all IPERS participating employers. At June 30, 2023, the City's proportion was 0.030115%, which was a decrease of 0.000446% from its proportion measured as of June 30, 2022.

For the year ended June 30, 2024, the City's pension expense, deferred outflows of resources and deferred inflows of resources totaled $115,588, $1,068,193 and $831,830, respectively.

There were no non-employer contributing entities to IPERS.

NOTE 4 - IPERS PENSION PLAN - Continued

Actuarial Assumptions - The total pension liability in the June 30, 2023 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement.

Rate of inflation (effective June 30, 2017)	2.60% per annum.
Rate of salary increase (effective June 30, 2017)	3.25% to 16.25% average, including inflation. Rates vary by membership group.
Long-term investment rate of return (effective June 30, 2017)	7.00% compounded annually, net of investment expense, including inflation.
Wage growth (effective June 30, 2017)	3.25% per annum, based on 2.60% inflation and 0.65% real wage inflation.

The actuarial assumptions used in the June 30, 2023 valuation were based on the results of a quadrennial experience study covering the period of July 1, 2017 through June 30, 2021.

Mortality rates used in the 2023 valuation were based on the PubG-2010 mortality tables with future mortality improvements modeled using Scale MP-2021.

The long-term expected rate of return on IPERS' investments was determined using a building-block method in which best-estimate ranges of expected future real rates (expected returns, net of investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of geometric real rates of return for each major asset class are summarized in the following table:

Asset Class	Asset Allocation	Long-Term Expected Real Rate of Return
Domestic equity	21.0%	4.56%
International equity	16.5	6.22
Global smart beta equity	5.0	5.22
Core plus fixed income	23.0	2.69
Public credit	3.0	4.38
Cash	1.0	1.59
Private equity	17.0	10.44
Private real assets	9.0	3.88
Private credit	4.5	4.60
Total	100%	

NOTE 4 - IPERS PENSION PLAN - Continued

Discount Rate - The discount rate used to measure the total pension liability was 7.00%. The projection of cash flows used to determine the discount rate assumed employee contributions will be made at the contractually required rate and contributions from the City will be made at contractually required rates, actuarially determined. Based on those assumptions, IPERS' fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on IPERS' investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the City's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate - The following presents the City's proportionate share of the net pension liability calculated using the discount rate of 7.00%, as well as what the City's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1% lower (6.00%) or 1% higher (8.00%) than the current rate.

	1% Decrease (6.00%)	Discount Rate (7.00%)	1% Increase (8.00%)
City's proportionate share of the net pension liability	$ 2,894,839	$ 1,359,281	$ 72,455

IPERS' Fiduciary Net Position - Detailed information about IPERS' fiduciary net position is available in the separately issued IPERS financial report which is available on IPERS' website at www.ipers.org.

NOTE 5 - MFPRSI PENSION PLAN

Plan Description - Municipal Fire and Police Retirement System of Iowa (MFPRSI) membership is mandatory for fire fighters and police officers covered by the provisions of Chapter 411 of the Code of Iowa. Employees of the City of Grinnell are provided with pensions through a cost-sharing multiple employer defined benefit pension plan administered by MFPRSI. MFPRSI issues a stand-alone financial report which is available to the public by mail at 7155 Lake Drive, Suite #201, West Des Moines, Iowa 50266 or at www.mfprsi.org.

MFPRSI benefits are established under Chapter 411 of the Code of Iowa and the administrative rules thereunder. Chapter 411 of the Code of Iowa and the administrative rules are the official plan documents. The following brief description is provided for general informational purposes only. Refer to the plan documents for more information.

Pension Benefits - Members with 4 or more years of service are entitled to pension benefits beginning at age 55. Full service retirement benefits are granted to members with 22 years of service, while partial benefits are available to those members with 4 to 22 years of service based on the ratio of years completed to years required (i.e., 22 years). Members with less than 4 years of service are entitled to a refund of their contribution only, with interest, for the period of employment.

NOTE 5 - MFPRSI PENSION PLAN - Continued

Benefits are calculated based upon the member's highest 3 years of compensation. The average of these 3 years becomes the member's average final compensation. The base benefit is 66% of the member's average final compensation. Members who perform more than 22 years of service receive an additional 2% of the member's average final compensation for each additional year of service, up to a maximum of 8 years. Survivor benefits are available to the beneficiary of a retired member according to the provisions of the benefit option chosen, plus an additional benefit for each child. Survivor benefits are subject to a minimum benefit for those members who chose the basic benefit with a 50% surviving spouse benefit.

Active members, at least 55 years of age with 22 or more years of service have the option to participate in the Deferred Retirement Option Program (DROP). The DROP is an arrangement whereby a member who is otherwise eligible to retire and commence benefits opts to continue to work. A member can elect a 3, 4, or 5 year DROP period. When electing to participate in DROP, the member signs a contract stating the member will retire at the end of the selected DROP period. During the DROP period, the member's retirement benefit is frozen, and a DROP benefit is credited to a DROP account established for the member. Assuming the member completes the DROP period, the DROP benefit is equal to 52% of the member's retirement benefit at the member's earliest date eligible and 100% if the member delays enrollment for 24 months. At the member's actual date of retirement, the member's DROP account will be distributed to the member in the form of a lump sum or rollover to an eligible plan.

<u>Disability and Death Benefits</u> - Disability benefits may be either accidental or ordinary. Accidental disability is defined as permanent disability incurred in the line of duty, with benefits equivalent to the greater of 60% of the member's average final compensation or the member's service retirement benefit calculation amount. Ordinary disability occurs outside the call of duty and pays benefits equivalent to the greater of 50% of the member's average final compensation for those with 5 or more years of service or the member's service retirement benefit calculation amount and 25% of average final compensation for those with less than 5 years of service.

Death benefits are similar to disability benefits. Benefits for accidental death are 50% of the average final compensation of the member plus an additional amount for each child, or the provisions for ordinary death. Ordinary death benefits consist of a pension equal to 40% of the average final compensation of the member plus an additional amount for each child, or a lump-sum distribution to the designated beneficiary equal to 50% of the previous year's earnable compensation of the member or equal to the amount of the member's total contributions plus interest.

Benefits are increased annually in accordance with Chapter 411.6 of the Code of Iowa, which provides a standard formula for the increases.

The surviving spouse or dependents of an active member who dies due to a traumatic personal injury incurred in the line of duty receives a $100,000 lump-sum payment.

<u>Contributions</u> - Member contribution rates are set by state statute. In accordance with Chapter 411 of the Code of Iowa, the contribution rate was 9.40% of earnable compensation for the year ended June 30, 2024.

NOTE 5 - MFPRSI PENSION PLAN - Continued

Employer contribution rates are based upon an actuarially determined normal contribution rate and set by state statute. The required actuarially determined contributions are calculated on the basis of the entry age normal method as adopted by the Board of Trustees as permitted under Chapter 411 of the Code of Iowa. The normal contribution rate is provided by state statute to be the actuarial liabilities of the plan less current plan assets, with such total divided by 1% of the actuarially determined present value of prospective future compensation of all members, further reduced by member contributions and state appropriations. Under the Code of Iowa, the City's contribution rate cannot be less than 17.00% of earnable compensation. The contribution rate was 22.98% for the year ended June 30, 2024.

The City's contributions to MFPRSI for the year ended June 30, 2024 totaled $343,907.

If approved by the State Legislature, state appropriations may further reduce the City's contribution rate, but not below the minimum statutory contribution rate of 17.00% of earnable compensation. The State of Iowa, therefore, is considered to be a non-employer contributing entity in accordance with the provisions of the Governmental Accounting Standards Board Statement No. 67 - Financial Reporting for Pension Plans.

There were no state appropriations to MFPRSI during the year ended June 30, 2024.

Net Pension Liability, Pension Expense, Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions - At June 30, 2024, the City reported a liability of $2,317,544 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2023 and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City's proportion of the net pension liability was based on the City's share of contributions to the MFPRSI relative to the contributions of all MFPRSI participating employers. At June 30, 2023, the City's proportion was 0.003704% which was a decrease of 0.000191% from its proportion measured as of June 30, 2022.

For the year ended June 30, 2024, the City's pension expense, deferred outflows of resources and deferred inflows of resources totaled $331,216, $1,215,380 and $879,072, respectively.

Actuarial Assumptions - The total pension liability in the June 30, 2023 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Rate of Inflation	3.00%
Salary increases	3.75 to 15.11%, including inflation
Investment rate of return	7.50%, net of investment expense, including inflation

The actuarial assumptions used in the June 30, 2023 valuation were based on the results of an actuarial experience study for the period from July 1, 2012 to June 30, 2022.

NOTE 5 - MFPRSI PENSION PLAN - Continued

Mortality rates were based on the RP-2014 Blue Collar Healthy Annuitant Table with males set forward zero years, females set forward two years and disabled individuals set forward three years (male only rates), with generational projection of future mortality improvement with 50% of Scale BB beginning in 2017.

The long-term expected rate of return on MFPRSI investments was determined using a building-block method in which best-estimate ranges of expected future real rates (i.e., expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The best estimates of geometric real rates of return for each major asset class included in the pension plan's target asset allocation are summarized in the following table:

Asset Class	Long-Term Expected Real Rate of Return
Broad Fixed Income	4.9%
Broad U.S. Equity	7.1
Global Equity	7.2
Broad Non-US Equity	7.4
Managed Futures	5.2
Core Real Estate	6.8
Opportunistic Real Estate	11.1
Global Infrastructure	6.9
Private Credit	10.1
Private Equity	12.1

Discount Rate - The discount rate used to measure the total pension liability was 7.50%. The projection of cash flows used to determine the discount rate assumed contributions will be made at 9.40% of covered payroll and the City's contributions will be made at rates equal to the difference between actuarially determined rates and the member rate. Based on those assumptions, the MFPRSI's fiduciary net position was projected to be available to make all projected future benefit payments to current plan members. Therefore, the long-term expected rate of return on MFPRSI's investments was applied to all periods of projected benefit payments to determine the total pension liability.

NOTE 5 - MFPRSI PENSION PLAN - Continued

Sensitivity of the City's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate - The following presents the City's proportionate share of the net pension liability calculated using the discount rate of 7.50%, as well as what the City's proportionate share of the net pension liability would be if it were calculated using a discount rate 1% lower (6.50%) or 1% higher (8.50%) than the current rate.

	1% Decrease (6.50%)	Discount Rate (7.50%)	1% Increase (8.50%)
City's proportionate share of the net pension liability	$ 4,058,782	$ 2,317,544	$ 876,140

MFPRSI's Fiduciary Net Position - Detailed information about MFPRSI's fiduciary net position is available in the separately issued MFPRSI financial report which is available on MFPRSI's website at www.mfprsi.org.

NOTE 6 - CITY FARM AND HANGAR LEASES

The City owns farm land and a hangar within Poweshiek County, Iowa. Effective March 1, 2022, the City entered into two three-year leases and effective June 20, 2023, the City entered into a nine-year lease with an individual whereby the individual operates the farm or the hangar. The City is to receive $10,785, $12,600 and $20,000 in land rent annually with an implicit rate of 3.5%.

Year Ending June 30,	Amount
2025	$ 43,385
2026	20,000
2027	20,000
2028	20,000
2029	20,000
2030-2032	60,000
Total	183,385
Less interest	(23,312)
Present value	$ 160,073

NOTE 7 - COMPENSATED ABSENCES

City employees accumulate a limited amount of earned but unused vacation and comp time and sick leave hours for subsequent use or for payment upon termination, retirement or death. These accumulations are not recognized as disbursements by the City until used or paid. The City's approximate liability for earned vacation and comp time and sick leave payable to employees at June 30, 2024, primarily relating to the General Fund, is as follows:

Type of Benefit	Amount
Vacation and Comp Time	$ 180,000
Sick Leave	345,000
Total	$ 525,000

This liability has been computed based on rates of pay in effect at June 30, 2024.

NOTE 8 - INTERFUND TRANSFERS

The detail of interfund transfers for the year ended June 30, 2024 is as follows:

Transfer to	Transfer from	Amount
General	Special Revenue:	
	Hotel Motel Tax	$ 92,500
	Road Use	715,918
	Employee Benefits	86,521
	Local Option Sales Tax	125,000
	Tax Increment Financing	30,000
	Insurance Deductible	2,000
	Capital Projects	827,361
	Enterprise:	
	Water	13,000
	Sewer	13,000
		1,905,300
Special Revenue:	Special Revenue:	
Local Option Sales Tax	IEDA Rural Housing Access	6,667
	Capital Projects	242,145
		248,812
Special Revenue:	Special Revenue:	
Equipment Replacement	Road Use	95,000
	Capital Projects	1,820
	Enterprise:	
	Solid Waste	112,500
		209,320

NOTE 8 - INTERFUND TRANSFERS - Continued

Transfer to	Transfer from	Amount
Special Revenue:	Special Revenue:	
Insurance Reserve	Employee Benefits	$ 209,475
	Enterprise:	
	Water	16,860
	Sewer	16,700
	Solid Waste	23,400
		266,435
Special Revenue:	Special Revenue:	
Insurance Escrow	Employee Benefits	50,000
Debt Service	Special Revenue:	
	Local Option Sales Tax	1,099,900
	Road Use	191,125
	Tax Increment Financing	1,430,888
	Enterprise:	
	Water	69,125
		2,791,038
Capital Projects	General	596,703
	Special Revenue:	
	Local Option Sales Tax	243,291
	Hotel Motel Tax	100,000
	Tax Increment Financing	508,667
	Debt Service	183,540
	Enterprise:	
	Water	892,746
	Sewer	36,000
	Storm Sewer	100,000
		2,660,947
Enterprise:		
Water	Capital Projects	40,438
Enterprise:		
Sewer	Capital Projects	46,808
		$ 8,219,098

Transfers generally move resources from the fund statutorily required to collect the resources to the fund statutorily required to disburse the resources.

NOTE 9 - RISK MANAGEMENT

The City is a member of the Iowa Communities Assurance Pool, as allowed by Chapter 670.7 of the Code of Iowa. The Iowa Communities Assurance Pool (Pool) is a local government risk-sharing pool whose 803 members include various governmental entities throughout the State of Iowa. The Pool was formed in August 1986 for the purpose of managing and funding third-party liability claims against its members. The Pool provides coverage and protection in the following categories: general liability, automobile liability, automobile physical damage, employment practices liability, public officials liability, cyber liability and law enforcement liability. There have been no reductions in insurance coverage from prior years.

Each member's annual casualty contributions to the Pool fund current operations and provide capital. Annual casualty operating contributions are those amounts necessary to fund, on a cash basis, the Pool's general and administrative expenses, claims, claims expenses and reinsurance expenses estimated for the fiscal year, plus all or any portion of any deficiency in capital. Capital contributions are made during the first six years of membership and are maintained at a level determined by the Board not to exceed 300% of basis rate.

The Pool also provides property coverage. Members who elect such coverage make annual property operating contributions which are necessary to fund, on a cash basis, the Pool's general and administrative expenses, reinsurance premiums, losses and loss expenses for property risks estimated for the fiscal year, plus all or any portion of any deficiency in capital. Any year-end operating surplus is transferred to capital. Deficiencies in operations are offset by transfers from capital and, if insufficient, by the subsequent year's member contributions.

The City's property and casualty contributions to the Pool are recorded as disbursements from its operating funds at the time of payment to the Pool. The City's contributions to the Pool for the year ended June 30, 2024 were approximately $326,000.

The Pool uses reinsurance and excess risk-sharing agreements to reduce its exposure to large losses. The Pool retains general, automobile, employment practices, law enforcement, cyber, and public officials' liability risks up to $500,000 per claim. Claims exceeding $500,000 are reinsured through reinsurance and excess risk-sharing agreements up to the amount of risk-sharing protection provided by the City's risk-sharing certificate. Property and automobile physical damage risks are retained by the Pool up to $500,000 each occurrence, each location. Property risks exceeding $500,000 are reinsured through reinsurance and excess risk-sharing agreements up to the amount of risk-sharing protection provided by the City's risk-sharing certificate.

The Pool's intergovernmental contract with its members provides that in the event a casualty claim, property loss or series of claims or losses exceeds the amount of risk-sharing protection provided by the City's risk-sharing certificate, or in the event a casualty claim, property loss or series of claims or losses exhausts the Pool's funds and any excess risk-sharing recoveries, then payment of such claims or losses shall be the obligation of the respective individual member against whom the claim was made or the loss was incurred. As of June 30, 2024, settled claims have not exceeded the risk pool or reinsurance coverage since the Pool's inception.

NOTE 9 - RISK MANAGEMENT - Continued

Members agree to continue membership in the Pool for a period of not less than one full year. After such period, a member who has given 60 days' prior written notice may withdraw from the Pool. Upon withdrawal, payments for all casualty claims and claims expenses become the sole responsibility of the withdrawing member, regardless of whether a claim was incurred or reported prior to the member's withdrawal. Upon withdrawal, a formula set forth in the Pool's intergovernmental contract with its members is applied to determine the amount (if any) to be refunded to the withdrawing member.

The City also carries commercial insurance purchased from other insurers for coverage associated with airport liability, cyber risks, and workers' compensation in the amount of $4,000,000, $1,000,000 and $1,000,000, respectively. The City assumes liability for any deductibles and claims in excess of coverage limitations. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

NOTE 10 - OTHER POST EMPLOYMENT BENEFITS (OPEB)

Plan Description: The City operates a single-employer health benefit plan which provides medical/prescription drug benefits for employees, retirees and their spouses. Group insurance benefits are established under Iowa Code Chapter 509A.13. The City currently finances the benefit plan on a pay-as-you-go basis. For the year ended June 30, 2024, the City contributed $824,728 and plan members eligible for benefits contributed $122,249 to the plan. At June 30, 2024, no assets have been accumulated in a trust that meets the criteria in paragraph 4 of GASB Statement No. 75.

OPEB Benefits: Individuals who are employed by the City and are eligible to participate in the group health plan are eligible to continue healthcare benefits upon retirement. Retirees under age 65 pay the same premium for the medical/prescription drug benefits as active employees, which results in an implicit rate subsidy.

Retired participants must be age 55 or older at retirement, with the exception of special service participants who must be age 50 with 22 years of services. At June 30, 2024, the following employees were covered by the benefit terms:

Inactive employees or beneficiaries currently receiving benefit payments	3
Active employees	56
Total	59

NOTE 11 - DEFERRED COMPENSATION PLAN

The City offers its employees a deferred compensation plan created in accordance with Internal Revenue Code Section 457 for employees. The 457 plan is available to all City employees and permits them to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, death or unforeseeable emergency.

NOTE 11 - DEFERRED COMPENSATION PLAN - Continued

All amounts of compensation deferred under the plan, all property and rights purchased with those amounts, and all income attributable to those amounts, property, or rights must be held in trust of the exclusive benefit of plan participants and beneficiaries. These funds are invested and held by VOYA and do not constitute a liability of the City.

NOTE 12 - TAX ABATEMENTS

Governmental Accounting Standards Board Statement No. 77 defines tax abatements as a reduction in tax revenues that results from an agreement between one or more governments and an individual or entity in which (a) one or more governments promise to forgo tax receipts to which they are otherwise entitled and (b) the individual or entity promises to take a specific action after the agreement has been entered into that contributes to economic development or otherwise benefits the governments or the citizens of those governments.

City Tax Abatements
The City provides tax abatements for urban renewal and economic development projects with tax increment financing as provided for in Chapters 15A and 403 of the Code of Iowa. For these types of projects, the City enters into agreements with developers which require the City, after developers meet the terms of the agreements, to rebate a portion of the property tax paid by the developers, to pay the developers an economic development grant or pay the developers a predetermined dollar amount. No other commitments were made by the City as part of these agreements.

For the year ended June 30, 2024, $56,760 of property tax was diverted from the City under the urban renewal and economic development agreements.

NOTE 13 - DEVELOPMENT AGREEMENTS

The City entered into a development agreement with Casey's Marketing Company (company) for the construction of infrastructure improvements with a minimum assessed value of $1,000,000. The City has agreed to pay the company an amount not to exceed $195,000, subject to annual appropriation by the City Council. The agreement requires five annual payments, provided the company is in compliance with the terms of the agreement. During the year ended June 30, 2024, the City rebated $38,027 of incremental property tax to the company. At June 30, 2024, the remaining balance to be paid on the agreement was $ - 0 -.

The City entered into a development agreement with Grinnell Center, LLC (company) for the construction of hotel and event center with a minimum assessed value of $3,000,000. The City has agreed to pay the company an amount not to exceed $561,540, subject to annual appropriation by the City Council. The agreement requires ten annual payments, provided the company is in compliance with the terms of the agreement. During the year ended June 30, 2024, the City rebated $49,597 in incremental property tax to the company. At June 30, 2024, the remaining balance to be paid on the agreement was $291,285.

NOTE 13 - DEVELOPMENT AGREEMENTS - Continued

The City entered into a development agreement with 606 Stagecoach, LLC (company) for the construction of improvements to an office building with a minimum assessed value of $759,000. The City has agreed to pay the company an amount not to exceed $258,540, subject to annual appropriation by the City Council. The agreement requires ten annual payments, provided the company is in compliance with the terms of the agreement. During the year ended June 30, 2024, the City rebated $ - 0 - of incremental property tax to the company. At June 30, 2024, the remaining balance to be paid on the agreement was $258,540.

The City entered into a development agreement with OPG South Lake Partners, LLC (company) for the construction of a multi-family housing complex with a minimum assessed value of $9,000,000. The City has agreed to pay the company an amount not to exceed $130,000, subject to annual appropriation by the City Council. The agreement requires fifteen annual payments, provided the company is in compliance with the terms of the agreement. During the year ended June 30, 2024, the City rebated $ - 0 - of incremental property tax to the company. At June 30, 2024, the remaining balance to be paid on the agreement was $130,000.

The City entered into a development agreement with Langhals Enterprises LLC (company) for the construction of an addition to an existing building. The City has agreed to pay the company an amount not to exceed $899,000, subject to annual appropriation by the City Council. The agreement requires five annual payments, provided the company is in compliance with the terms of the agreement. During the year ended June 30, 2024, the City rebated $ - 0 - of incremental property tax to the company. At June 30, 2024, the remaining balance to be paid on the agreement was $899,000.

NOTE 14 - DEFICIT BALANCE

The Reinvestment Project, Capital Projects Fund had a deficit balance of $54,383 at June 30, 2024. The deficit will be eliminated by receipt of grant funds.

NOTE 15 - SUBSEQUENT EVENTS

In August 2024, the City issued $3,921,000 of Water Revenue Capital Loan Notes and in November 2024, issued $2,202,000 of General Obligation Capital Loan Notes.

The City has evaluated all subsequent events through March 6, 2025, the date the financial statements were available to be issued.

NOTE 16 - COMMITMENTS AND CONTINGENCIES

Construction Contracts
The City has entered into several construction contracts totaling approximately $32,005,000 that are still in process as of June 30, 2024. The net remaining amount committed to these contracts is approximately $11,951,000, which will be paid with existing capital project funds, debt proceeds, local option sales tax revenue, tax increment financing revenues and grant proceeds.

NOTE 17 - RESTATEMENTS AND ADJUSTMENTS OF BEGINNING CASH BALANCES

During the year ended June 30, 2024, the City's Local Options Sales Tax and Equipment Replacement, Special Revenue Funds were changed from major governmental funds to nonmajor governmental funds, resulting in an increase of the beginning cash balance for the nonmajor governmental funds of $2,841,203.

Reporting Units Affected by Adjustments to and Restatements of Beginning Balances

	Local Option Sales Tax Fund	Equipment Replacement Fund	Nonmajor Governmental Funds
6/30/2023, as previously reported	$ 1,029,300	$ 1,811,903	$ 3,559,584
Change from major to nonmajor	(1,029,300)	(1,811,903)	2,841,203
6/30/2023, as adjusted or restated	$ --	$ --	$ 6,400,787

* * *

OTHER INFORMATION

CITY OF GRINNELL, IOWA
BUDGETARY COMPARISON SCHEDULE
OF RECEIPTS, DISBURSEMENTS AND CHANGES IN BALANCES -
BUDGET AND ACTUAL - ALL GOVERNMENTAL
FUNDS AND PROPRIETRY FUNDS

OTHER INFORMATION

Year ended June 30, 2024

	Governmental Funds Actual	Proprietary Funds Actual	Total
Receipts:			
Property tax	$ 4,793,711	$ --	$ 4,793,711
Tax increment financing	2,695,874	--	2,695,874
Other city tax	2,918,522	--	2,918,522
Licenses and permits	27,647	--	27,647
Use of money and property	1,080,394	230,961	1,311,355
Intergovernmental	3,171,878	--	3,171,878
Charges for service	895,868	6,208,496	7,104,364
Miscellaneous	2,181,939	398,621	2,580,560
Total receipts	17,765,833	6,838,078	24,603,911
Disbursements:			
Public safety	3,375,281	--	3,375,281
Public works	1,528,434	--	1,528,434
Health and social services	4,200	--	4,200
Culture and recreation	1,642,635	--	1,642,635
Community and economic development	1,057,354	--	1,057,354
General government	1,717,688	--	1,717,688
Debt service	2,883,848	--	2,883,848
Capital projects	10,166,806	--	10,166,806
Business type activities	--	5,314,363	5,314,363
Total disbursements	22,376,246	5,314,363	27,690,609
Excess (deficiency) of receipts over (under) disbursements	(4,610,413)	1,523,715	(3,086,698)
Other financing sources (uses), net	4,196,365	(1,206,085)	2,990,280
Change in balances	(414,048)	317,630	(96,418)
Balances beginning of year	19,946,765	4,282,470	24,229,235
Balances end of year	$ 19,532,717	$ 4,600,100	$ 24,132,817

See accompanying independent auditor's report.

Budgeted Amounts		Final to Total
Original	Final	Variance
$ 4,755,839	$ 4,755,839	$ 37,872
2,619,854	2,619,854	76,020
2,931,858	3,116,041	(197,519)
7,120	29,945	(2,298)
324,886	1,283,892	27,463
4,838,126	4,296,900	(1,125,022)
7,139,604	7,641,787	(537,423)
5,669,395	8,142,265	(5,561,705)
28,286,682	31,886,523	(7,282,612)
3,111,496	3,873,388	498,107
1,529,864	2,217,771	689,337
2,000	5,000	800
1,644,874	2,158,328	515,693
3,211,293	1,894,281	836,927
2,284,019	2,504,975	787,287
2,883,208	2,884,208	360
17,859,772	13,724,880	3,558,074
6,194,853	9,514,519	4,200,156
38,721,379	38,777,350	11,086,741
(10,434,697)	(6,890,827)	3,804,129
4,877,310	2,929,355	60,925
(5,557,387)	(3,961,472)	3,865,054
21,966,620	22,707,943	1,521,292
$ 16,409,233	$ 18,746,471	$ 5,386,346

CITY OF GRINNELL, IOWA
NOTES TO OTHER INFORMATION -
BUDGETARY REPORTING

June 30, 2024

The budgetary comparison is presented in accordance with Governmental Accounting Standards Board Statement No. 41 for governments with significant budgetary perspective differences resulting from not being able to present budgetary comparisons for the General Fund and each major Special Revenue Fund.

In accordance with the Code of Iowa, the City Council annually adopts a budget on the cash basis following required public notice and hearing for all funds. The annual budget may be amended during the year utilizing similar statutorily prescribed procedures.

Formal and legal budgetary control is based upon nine major classes of disbursements known as functions, not by fund. These nine functions are: public safety, public works, health and social services, culture and recreation, community and economic development, general government, debt service, capital projects and business type activities. Function disbursements required to be budgeted include disbursements for the General Fund, the Special Revenue Funds, the Debt Service Fund, the Capital Projects Fund, the Permanent Funds and the Enterprise Funds. Although the budget document presents function disbursements by fund, the legal level of control is at the aggregated function level, not by fund. During the year, three budget amendments increased budgeted disbursements by $55,971. The budget amendments are reflected in the final budgeted amounts.

CITY OF GRINNELL, IOWA

SCHEDULE OF THE CITY'S PROPORTIONATE SHARE
OF THE NET PENSION LIABILITY

IOWA PUBLIC EMPLOYEES' RETIREMENT SYSTEM
FOR THE LAST TEN YEARS*

OTHER INFORMATION

	2024	2023	2022	2021
City's proportion of the net pension liability	0.030115%	0.030561%	(0.007200)%	0.028814%
City's proportionate share of the net pension liability	$ 1,359,000	$ 1,155,000	$ 25,000	$ 2,024,000
City's covered payroll	$ 2,651,000	$ 2,471,000	$ 2,401,000	$ 2,289,000
City's proportionate share of the net pension liability as a percentage of its covered payroll	51.26%	46.74%	1.04%	88.42%
IPERS' net position as a percentage of the total pension liability	90.13%	91.40%	100.81%	82.90%

* In accordance with GASB Statement No. 68, the amounts presented for each fiscal year were determined as of June 30 of the preceding fiscal year.

Note: Amounts are rounded.

See accompanying independent auditor's report.

2020	2019	2018	2017	2016	2015
0.028485%	0.029004%	0.029418%	0.030154%	0.032385%	0.032324%
$ 1,649,000	$ 1,835,000	$ 1,960,000	$ 1,898,000	$ 1,600,000	$ 1,308,000
$ 2,180,000	$ 2,187,000	$ 2,205,000	$ 2,170,000	$ 2,239,000	$ 2,159,000
75.64%	83.90%	88.89%	87.47%	71.46%	60.58%
85.45%	83.62%	82.21%	81.82%	85.19%	87.61%

CITY OF GRINNELL, IOWA

SCHEDULE OF CITY CONTRIBUTIONS

IOWA PUBLIC EMPLOYEES' RETIREMENT SYSTEM
FOR THE LAST TEN YEARS

OTHER INFORMATION

	2024	2023	2022	2021
Statutorily required contribution	$ 264,000	$ 250,000	$ 230,000	$ 230,000
Contributions in relation to the statutorily required contribution	(264,000)	(250,000)	(230,000)	(230,000)
Contribution deficiency (excess)	$ --	$ --	$ --	$ --
City's covered payroll	$ 2,820,000	$ 2,651,000	$ 2,471,000	$ 2,401,000
Contributions as a percentage of covered payroll	9.36%	9.43%	9.31%	9.58%

Note: Amounts are rounded.

See accompanying independent auditor's report.

2020	2019	2018	2017	2016	2015
$ 216,000	$ 205,000	$ 195,000	$ 197,000	$ 192,000	$ 200,000
(216,000)	(205,000)	(195,000)	(197,000)	(192,000)	(200,000)
$ --	$ --	$ --	$ --	$ --	$ --
$ 2,289,000	$ 2,180,000	$ 2,187,000	$ 2,205,000	$ 2,170,000	$ 2,239,000
9.44%	9.40%	8.92%	8.93%	8.85%	8.93%

Changes of benefit terms:

There are no significant changes in benefit terms.

Changes of assumptions:

The 2022 valuation incorporated the following refinements after a quadrennial experience study:

- Changed mortality assumptions to the PubG-2010 mortality tables with mortality improvements modeled using Scale MP-2021.
- Adjusted retirement rates for Regular members.
- Lowered disability rates for Regular members.
- Adjusted termination rates for all membership groups.

The 2018 valuation implemented the following refinements as a result of a demographic assumption study dated June 28, 2018:

- Changed mortality assumptions to the RP-2014 mortality tables with mortality improvements modeled using Scale MP-2017.
- Adjusted retirement rates.
- Lowered disability rates.
- Adjusted the probability of a vested Regular member electing to receive a deferred benefit.
- Adjusted the merit component of the salary increase assumption.

The 2017 valuation implemented the following refinements as a result of an experience study dated March 24, 2017:

- Decreased the inflation assumption from 3.00% to 2.60%.
- Decreased the assumed rate of interest on member accounts from 3.75% to 3.50% per year.
- Decreased the discount rate from 7.50% to 7.00%.
- Decreased the wage growth assumption from 4.00% to 3.25%.
- Decreased the payroll growth assumption from 4.00% to 3.25%.

CITY OF GRINNELL, IOWA

SCHEDULE OF THE CITY'S PROPORTIONATE SHARE
OF THE NET PENSION LIABILITY

MUNICIPAL FIRE AND POLICE RETIREMENT SYSTEM OF IOWA
FOR THE LAST TEN YEARS*

OTHER INFORMATION

	2024	2023	2022	2021
City's proportion of the net pension liability	0.003704%	0.003895%	0.361787%	0.381252%
City's proportionate share of the net pension liability	$ 2,318,000	$ 2,187,000	$ 812,000	$ 3,041,000
City's covered payroll	$ 1,386,000	$ 1,325,000	$ 1,168,000	$ 1,211,000
City's proportionate share of the net pension liability as a percentage of its covered payroll	167.24%	165.06%	69.52%	251.11%
MFPRSI's net position as a percentage of the total pension liability	83.53%	84.62%	93.62%	76.47%

* In accordance with GASB Statement No. 68, the amounts presented for each fiscal year were determined as of June 30 of the preceding fiscal year.

Note: Amounts are rounded.

See accompanying independent auditor's report.

	2020	2019	2018	2017	2016	2015
	0.410547%	0.399172%	0.412931%	0.406216%	0.383656%	0.407200%
	$ 2,693,000	$ 2,377,000	$ 2,422,000	$ 2,540,000	$ 1,802,000	$ 1,476,000
	$ 1,243,000	$ 1,160,000	$ 1,170,000	$ 1,101,000	$ 1,006,000	$ 1,006,000
	216.65%	204.91%	207.01%	230.73%	179.13%	146.72%
	79.94%	81.07%	80.60%	78.20%	83.04%	86.27%

CITY OF GRINNELL, IOWA

SCHEDULE OF CITY CONTRIBUTIONS

MUNICIPAL FIRE AND POLICE RETIREMENT SYSTEM OF IOWA
FOR THE LAST TEN YEARS

OTHER INFORMATION

	2024	2023	2022	2021
Statutorily required contribution	$ 344,000	$ 320,000	$ 344,000	$ 298,000
Contributions in relation to the statutorily required contribution	(344,000)	(320,000)	(344,000)	(298,000)
Contribution deficiency (excess)	$ --	$ --	$ --	$ --
City's covered payroll	$ 1,456,000	$ 1,386,000	$ 1,325,000	$ 1,168,000
Contributions as a percentage of covered payroll	23.63%	23.09%	25.97%	25.51%

Note: Amounts are rounded.

See accompanying independent auditor's report.

	2020	2019	2018	2017	2016	2015
	$ 296,000	$ 323,000	$ 298,000	$ 303,000	$ 306,000	$ 306,000
	(296,000)	(323,000)	(298,000)	(303,000)	(306,000)	(306,000)
	$ --	$ --	$ --	$ --	$ --	$ --
	$ 1,211,000	$ 1,243,000	$ 1,160,000	$ 1,170,000	$ 1,101,000	$ 1,006,000
	24.44%	25.99%	25.69%	25.90%	27.79%	30.41%

Changes of benefit terms:

There were no significant changes of benefit terms.

Changes of assumptions:

The 2018 valuation changed postretirement mortality rates to the RP-2014 Blue Collar Healthy Annuitant Table with males set forward zero years, females set forward two years and disabled individuals set forward three years (male only rates), with generational projection of future mortality improvement with 50% of Scale BB beginning in 2017.

The 2017 valuation added five years projection of future mortality improvement with Scale BB.

The 2016 valuation changed postretirement mortality rates to the RP-2000 Blue Collar Combined Healthy Mortality Table with males set back two years, females set forward one year and disabled individuals set forward one year (male only rates), with no projection of future mortality improvement.

The 2015 valuation phased in the 1994 Group Annuity Mortality Table for postretirement mortality. This resulted in a weighting of 1/12 of the 1971 Group Annuity Mortality Table and 11/12 of the 1994 Group Annuity Mortality Table.

The 2014 valuation phased in the 1994 Group Annuity Mortality Table for post-retirement mortality. This resulted in a weighting of 2/12 of the 1971 Group Annuity Mortality Table and 10/12 of the 1994 Group Annuity Mortality Table.

SUPPLEMENTARY INFORMATION

CITY OF GRINNELL, IOWA
SCHEDULE OF CASH RECEIPTS, DISBURSEMENTS
AND CHANGES IN CASH BALANCES
NONMAJOR GOVERNMENTAL FUNDS

As of and for the year ended June 30, 2024

	Special Revenue	
	Employee Benefits	Local Option Sales Tax
Receipts:		
Property tax	$ 1,593,835	$ --
Local option sales tax	--	1,662,911
Other City tax	13,574	--
Use of money and property	38,518	60,334
Intergovernmental	114,577	--
Miscellaneous	395	--
Total receipts	1,760,899	1,723,245
Disbursements:		
Operating:		
Public safety	343,907	--
Public works	--	--
Culture and recreation	--	--
Community and economic development	--	181,514
General government	938,221	--
Total disbursements	1,282,128	181,514
Excess (deficiency) of receipts over (under) disbursements	478,771	1,541,731
Other financing sources (uses):		
Transfers in	--	248,812
Transfers out	(345,996)	(1,468,191)
Total other financing sources (uses)	(345,996)	(1,219,379)
Change in cash balances	132,775	322,352
Cash balances beginning of year	772,029	--
Major fund to nonmajor (See Note 17)	--	1,029,300
Cash balance, restated	772,029	1,029,300
Cash balances end of year	$ 904,804	$ 1,351,652
Cash Basis Fund Balances		
Nonspendable - Cemetery perpetual care	$ --	$ --
Restricted for:		
Equipment	--	--
Other purposes	904,804	1,351,652
Total cash basis fund balances	$ 904,804	$ 1,351,652

(continued next page)

	Special Revenue			
IEDA Rural Housing Access	Unemployment Reserve	Insurance Deductible	Insurance Reserve	Insurance Escrow
$ --	$ --	$ --	$ --	$ --
--	--	--	--	--
--	--	--	--	--
--	604	2,581	40,139	45,888
--	--	--	--	--
--	--	--	39,824	35
--	604	2,581	79,963	45,923
--	--	--	--	9,940
--	--	--	--	--
--	--	--	--	--
--	--	--	--	--
--	--	--	56,907	--
--	--	--	56,907	9,940
--	604	2,581	23,056	35,983
--	--	--	266,435	50,000
(6,667)	--	(2,000)	--	--
(6,667)	--	(2,000)	266,435	50,000
(6,667)	604	581	289,491	85,983
6,667	13,243	58,495	697,803	969,446
--	--	--	--	--
6,667	13,243	58,495	697,803	969,446
$ --	$ 13,847	$ 59,076	$ 987,294	$ 1,055,429
$ --	$ --	$ --	$ --	$ --
--	--	--	--	--
--	13,847	59,076	987,294	1,055,429
$ --	$ 13,847	$ 59,076	$ 987,294	$ 1,055,429

CITY OF GRINNELL, IOWA
SCHEDULE OF CASH RECEIPTS, DISBURSEMENTS
AND CHANGES IN CASH BALANCES
NONMAJOR GOVERNMENTAL FUNDS - Continued

As of and for the year ended June 30, 2024

	Special Revenue	
	Hotel Motel Tax	Library Gifts
Receipts:		
Property tax	$ --	$ --
Local option sales tax	--	--
Other City tax	387,919	--
Use of money and property	15,373	4,805
Intergovernmental	--	--
Miscellaneous	6,907	8,038
Total receipts	410,199	12,843
Disbursements:		
Operating:		
Public safety	--	--
Public works	--	--
Culture and recreation	--	19,432
Community and economic development	245,860	--
General government	--	--
Total disbursements	245,860	19,432
Excess (deficiency) of receipts over (under) disbursements	164,339	(6,589)
Other financing sources (uses):		
Transfers in	--	--
Transfers out	(192,500)	--
Total other financing sources (uses)	(192,500)	--
Change in cash balances	(28,161)	(6,589)
Cash balances beginning of year	370,830	102,203
Major fund to nonmajor (See Note 17)	--	--
Cash balance, restated	370,830	102,203
Cash balances end of year	$ 342,669	$ 95,614
Cash Basis Fund Balances		
Nonspendable - Cemetery perpetual care	$ --	$ --
Restricted for:		
Equipment	--	--
Other purposes	342,669	95,614
Total cash basis fund balances	$ 342,669	$ 95,614

See accompanying independent auditor's report.

Special Revenue		Permanent	
Police Forfeiture	Equipment Replacement	Cemetery Perpetual Care	Total
$ --	$ --	$ --	$ 1,593,835
--	--	--	1,662,911
--	--	--	401,493
1,084	75,772	--	285,098
--	10,000	--	124,577
56	20,000	2,295	77,550
1,140	105,772	2,295	4,145,464
--	164,991	--	518,838
--	100,767	--	100,767
--	--	--	19,432
--	--	--	427,374
--	332,212	--	1,327,340
--	597,970	--	2,393,751
1,140	(492,198)	2,295	1,751,713
--	209,320	--	774,567
--	--	--	(2,015,354)
--	209,320	--	(1,240,787)
1,140	(282,878)	2,295	510,926
23,831	--	545,037	3,559,584
--	1,811,903	--	2,841,203
23,831	1,811,903	545,037	6,400,787
$ 24,971	$ 1,529,025	$ 547,332	$ 6,911,713
$ --	$ --	$ 547,332	$ 547,332
--	1,529,025	--	1,529,025
24,971	--	--	4,835,356
$ 24,971	$ 1,529,025	$ 547,332	$ 6,911,713

CITY OF GRINNELL, IOWA
SCHEDULE OF RECEIPTS BY SOURCE AND DISBURSEMENTS BY FUNCTION - ALL GOVERNMENTAL FUNDS
For the Last Ten Years

	2024	2023	2022	2021
Receipts:				
Property tax	$ 4,793,711	$ 5,058,595	$ 4,563,921	$ 4,443,669
Local option sales tax	1,662,911	1,513,652	1,662,881	1,377,259
Tax increment financing	2,695,874	2,453,346	2,440,843	2,642,860
Other city tax	1,255,611	1,448,051	1,260,423	1,041,638
Licenses and permits	27,647	27,241	5,682	18,213
Use of money and property	1,080,394	268,662	204,209	178,021
Intergovernmental	3,171,878	4,746,924	3,330,259	2,827,377
Charges for service	895,868	872,795	479,010	403,447
Miscellaneous	2,181,939	475,717	815,501	683,183
Total	$ 17,765,833	$ 16,864,983	$ 14,762,729	$ 13,615,667
Disbursements:				
Operating:				
Public safety	$ 3,375,281	$ 2,821,418	$ 2,570,306	$ 2,374,733
Public works	1,528,434	1,407,433	1,590,733	3,098,326
Health and social services	4,200	1,089	800	1,200
Culture and recreation	1,642,635	1,917,606	1,423,625	1,489,734
Community and economic development	1,057,354	881,973	698,377	857,299
General government	1,717,688	1,436,666	1,274,518	1,216,171
Debt service	2,883,848	2,912,398	2,622,374	2,717,023
Capital projects	10,166,806	7,386,561	4,455,036	2,265,190
Total	$ 22,376,246	$ 18,765,144	$ 14,635,769	$ 14,019,676

See accompanying independent auditor's report.

2020	2019	2018	2017	2016	2015
$ 4,017,686	$ 4,034,033	$ 4,026,596	$ 3,605,298	$ 3,807,749	$ 3,770,195
1,214,678	1,128,746	989,701	1,116,924	927,718	1,088,829
2,573,791	2,218,739	2,297,392	2,321,532	1,963,204	1,811,065
1,191,552	1,289,201	1,178,931	1,186,973	846,074	561,037
9,506	8,132	17,067	8,329	12,910	15,791
156,287	123,928	146,603	125,390	156,706	317,872
4,589,636	2,765,564	2,410,010	3,316,948	2,400,351	2,197,370
287,313	385,740	583,536	815,476	485,634	470,858
484,396	407,146	753,963	955,764	564,966	664,082
$ 14,524,845	$ 12,361,229	$ 12,403,799	$ 13,452,634	$ 11,165,312	$ 10,897,099

$ 2,221,262	$ 2,189,223	$ 2,065,401	$ 2,091,413	$ 1,971,259	$ 1,947,474
1,374,041	2,487,930	1,422,878	1,110,449	1,518,669	2,089,766
800	1,000	1,200	1,223	821	1,274
1,370,460	1,413,005	1,351,880	1,311,774	1,322,184	1,245,017
897,413	726,831	462,182	653,921	554,911	596,593
1,112,466	1,166,458	1,177,654	1,376,462	1,297,022	1,078,948
2,640,820	2,541,715	2,789,577	2,360,513	2,026,423	2,154,619
5,860,408	4,985,094	7,413,403	11,740,328	5,867,967	3,825,114
$ 15,477,670	$ 15,511,256	$ 16,684,175	$ 20,646,083	$ 14,559,256	$ 12,938,805

CITY OF GRINNELL, IOWA
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

Year ended June 30, 2024

Grantor/Program	Assistance Listings Number	Pass-through Entity Identifying Number	Program Expenditures
U.S. Department of Housing and Urban Development:			
Passed through Iowa Economic Development Authority:			
Community Development Block Grants/ State's Program and Non-Entitlement Grants in Hawaii	14.228	21-WS-003	$ 13,488
Total U.S. Department of Housing and Urban Development			13,488
U.S. Department of Justice:			
Passed through Polk County Sheriff's Office:			
Patrick Leahy Bulletproof Vest Partnership Grant Program	16.607		425
Total U.S. Department of Justice			425
U.S. Department of the Treasury:			
Passed through the Iowa Finance Authority:			
COVID-19, Coronavirus State and Local Fiscal Recovery Funds	21.027	23-HRBGPP-002	830,718
Total U.S. Department of the Treasury			830,718
U.S. Department of Transportation:			
Airport Improvement Program	20.106	3-19-0039-019-2022	33,755
Airport Improvement Program	20.106	3-19-0039-020-2023	636,330
Passed through Iowa Department of Public Safety:			
Highway Safety Cluster:			
State and Community Highway Safety	20.600	23-402-M0OT Task 95-30-00	1,177
State and Community Highway Safety	20.600	PAP 402-PT-2024 Task 05-90-22	6,285
Total U.S. Department of Transportation			677,547
U.S. Department of Homeland Security:			
Passed through Iowa Department of Homeland Security and Emergency Management:			
Homeland Security Grant Program	97.067	HSGP-22-11-02	28,600
Total U.S. Department of Homeland Security			28,600
Total			$ 1,550,778

Basis of Presentation -The accompanying Schedule of Expenditures of Federal Awards (Schedule) includes the federal award activity of the City of Grinnell under programs of the federal government for the year ended June 30, 2024. The information in this Schedule is presented in accordance with the requirements of Title 2, U.S. Code of Federal Regulations, Part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the City of Grinnell, it is not intended to and does not present the financial position, changes in financial position or cash flows of the City of Grinnell.

(continued next page)

CITY OF GRINNELL, IOWA
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS - Continued

Year ended June 30, 2024

Summary of Significant Accounting Policies - Expenditures reported in the Schedule are reported on the basis of cash receipts and disbursements, which is a basis of accounting other than U.S. generally accepted accounting principles. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

Indirect Cost Rate - The City of Grinnell has not elected to use the 10% de minimis indirect cost rate as allowed under the Uniform Guidance.

See accompanying independent auditor's report.

COMMENTS AND RECOMMENDATIONS

Gronewold, Bell, Kyhnn & Co. P.C.
CERTIFIED PUBLIC ACCOUNTANTS • BUSINESS AND FINANCIAL CONSULTANTS

1910 EAST 7th STREET BOX 369
ATLANTIC, IOWA 50022-0369
(712) 243-1800
FAX (712) 243-1265
CPA@GBKCO.COM

KENNETH P. TEGELS
CHRISTOPHER J. NELSON
DAVID A. GINTHER
DUSTIN T. VEENSTRA
FAITH E. HINRICHS

Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards

To the Honorable Mayor and
Members of the City Council

We have audited in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business type activities, each major fund and the aggregate remaining fund information of the City of Grinnell, Iowa, as of and for the year ended June 30, 2024, and the related notes to financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated March 6, 2025. Our report expressed unmodified opinions on the financial statements which were prepared on the basis of cash receipts and disbursements, a basis of accounting other than U.S. generally accepted accounting principles.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City of Grinnell's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City of Grinnell's internal control. Accordingly, we do not express an opinion on the effectiveness of the City of Grinnell's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the City of Grinnell's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

To the Honorable Mayor and
Members of the City Council

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. We identified a certain deficiency in internal control, described in Part II of the accompanying Schedule of Findings and Questioned Costs as item 2024-001 to be a significant deficiency.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City of Grinnell's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters which are required to be reported under Government Auditing Standards. However, we noted certain immaterial instances of noncompliance or other matters which are described in Part IV of the accompanying Schedule of Findings and Questioned Costs.

Comments involving statutory and other legal matters about the City's operations for the year ended June 30, 2024 are based exclusively on knowledge obtained from procedures performed during our audit of the financial statements of the City. Since our audit was based on tests and samples, not all transactions that might have had an impact on the comments were necessarily audited. The comments involving statutory and other legal matters are not intended to constitute legal interpretations of those statutes.

City of Grinnell's Responses to Findings

Government Auditing Standards requires the auditor to perform limited procedures on the City of Grinnell's responses to the findings identified in our audit and described in the accompanying Schedule of Findings and Questioned Costs. The City of Grinnell's responses were not subjected to the other auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the responses.

Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing and not to provide an opinion on the effectiveness of the City's internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the City's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Gronewold, Bell, Kyhnn & Co. P.C.

Atlantic, Iowa
March 6, 2025

Gronewold, Bell, Kyhnn & Co. P.C.
CERTIFIED PUBLIC ACCOUNTANTS • BUSINESS AND FINANCIAL CONSULTANTS

1910 EAST 7th STREET BOX 369
ATLANTIC, IOWA 50022-0369
(712) 243-1800
FAX (712) 243-1265
CPA@GBKCO.COM

KENNETH P. TEGELS
CHRISTOPHER J. NELSON
DAVID A. GINTHER
DUSTIN T. VEENSTRA
FAITH E. HINRICHS

Independent Auditor's Report on Compliance for Each Major Federal Program and on Internal Control over Compliance Required by the Uniform Guidance

To the Honorable Mayor and
Members of the City Council

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited the City of Grinnell, Iowa's compliance with the types of compliance requirements identified as subject to audit in the U.S. Office of Management and Budget (OMB) Compliance Supplement that could have a direct and material effect on the City of Grinnell's major federal program for the year ended June 30, 2024. The City of Grinnell's major federal program is identified in Part I of the accompanying Schedule of Findings and Questioned Costs.

In our opinion, the City of Grinnell complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on its major federal program for the year ended June 30, 2024.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS), the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States and the audit requirements of Title 2, U.S. Code of Federal Regulations, Part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the City of Grinnell and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the City of Grinnell's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to the City of Grinnell's federal programs.

To the Honorable Mayor and
Members of the City Council

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the City of Grinnell's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, Government Auditing Standards and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material, if there is a substantial likelihood that, individually or in the aggregate, it would influence judgement made by a reasonable user of the report on compliance about the City of Grinnell's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with GAAS, Government Auditing Standards, and the Uniform Guidance, we:

- Exercise professional judgement and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the City of Grinnell's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the City of Grinnell's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the City of Grinnell's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control Over Compliance

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

To the Honorable Mayor and
Members of the City Council

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Gronewold, Bell, Kyhnn & Co. P.C.

Atlantic, Iowa
March 6, 2025

CITY OF GRINNELL, IOWA

Schedule of Findings and Questioned Costs

Year ended June 30, 2024

PART I: Summary of the Independent Auditor's Results

(a) Unmodified opinions were issued on the financial statements prepared on the cash basis of accounting, which is a basis of accounting other than U.S. generally accepted accounting principles.

(b) A significant deficiency in internal control over financial reporting was disclosed by the audit of the financial statements. The audit did not disclose any material weaknesses in internal control over financial reporting.

(c) The audit did not disclose any noncompliance which is material to the financial statements.

(d) The audit did not disclose any material weaknesses or significant deficiencies in internal control over the major program.

(e) An unmodified opinion was issued on compliance with requirements applicable to the major program.

(f) The audit did not disclose any audit findings which are required to be reported in accordance with the Uniform Guidance, Section 200.516.

(g) The major program was Assistance Listings Number 21.027 - COVID-19, Coronavirus State and Local Fiscal Recovery Funds.

(h) The dollar threshold used to distinguish between Type A and Type B programs was $750,000.

(i) The City of Grinnell did not qualify as a low-risk auditee.

PART II: Findings Related to the Financial Statements

INTERNAL CONTROL DEFICIENCIES:

2024-001 Segregation of Duties:

Criteria: Management is responsible for establishing and maintaining internal control. A good system of internal control provides for adequate segregation of duties so no one individual handles a transaction from its inception to completion. In order to maintain proper internal control, duties should be segregated so the authorization, custody and recording of transactions are not under the control of the same employee. This segregation of duties helps prevent losses from employee error or dishonesty and maximizes the accuracy of the City's financial statements.

Condition: A limited number of people have the primary responsibility for most of the accounting and financial reporting duties.

Cause: The City has a limited number of employees which does not allow procedures to be established to adequately segregate duties or provide compensating controls through additional oversight of transactions and processes.

Effect: Inadequate segregation of duties could adversely affect the City's ability to prevent or detect and correct misstatements, errors or misappropriation on a timely basis by employees in the normal course of performing their assigned functions.

Recommendation: The City should review its control activities to obtain the maximum internal control possible under the circumstances utilizing currently available staff, including elected officials.

Response: We will continue work in this area to increase segregation of duties.

Conclusion: Response accepted.

INSTANCES OF NONCOMPLIANCE:

No matters were noted.

CITY OF GRINNELL, IOWA

Schedule of Findings and Questioned Costs

Year ended June 30, 2024

PART III: Findings and Questioned Costs For Federal Awards

INSTANCES OF NONCOMPLIANCE:

No matters were noted.

INTERNAL CONTROL DEFICIENCIES:

No matters were noted.

PART IV: Other Findings Related to Required Statutory Reporting

2024-A Certified Budget: Disbursements during the year ended June 30, 2024 did not exceed the amounts budgeted.

2024-B Questionable Disbursements: During the audit, we did not note any disbursements that did not meet the requirements of public purpose as defined in an Attorney General's opinion dated April 25, 1979.

2024-C Travel Expense: No disbursements of City money for travel expenses of spouses of City officials and/or employees were noted.

2024-D Business Transactions: In accordance with Chapter 362.5 of the Code of Iowa, no transactions between the City and the City officials and City employees were noted that represented conflicts of interest.

2024-E Restricted Donor Activity: No transactions were noted between the City, City officials, City employees and restricted donors in compliance with Chapter 68B of the Code of Iowa.

2024-F Bond Coverage: Surety bond coverage of City officials and employees is in accordance with statutory provisions. The amount of coverage should be reviewed annually to ensure the coverage is adequate for current operations.

2024-G City Council Minutes: No transactions were found that we believe should have been approved in the Council minutes but were not.

PART IV: Other Findings Related to Required Statutory Reporting - Continued

2024-H Deposits and Investments: Except as noted below, no instances of noncompliance with the deposit and investment provisions of Chapters 12B and 12C of the Code of Iowa and the City's investment policy were noted.

A resolution naming the official depositories of the City has been adopted by the City Council as required by Chapter 12.C2 of the Code of Iowa. However, one of the depositories is not listed on the City's depository resolution.

Recommendation: The City should implement procedures to ensure that the City's depository resolution is in compliance with the Code of Iowa.

Response: We will ensure that the City's depository resolution is in compliance with the Code of Iowa in the future.

Conclusion: Response accepted.

2024-I Revenue Notes: No instances of noncompliance with the revenue note resolutions were noted.

2024-J Annual Urban Renewal Report: The Annual Urban Renewal Report was properly approved and certified to the Iowa Department of Management on or before December 1 and no exceptions were noted.

2024-K Tax Increment Financing (TIF): Chapter 403.19 of the Code of Iowa provides a municipality may certify loans, advances, indebtedness and bonds (indebtedness) to the County Auditor which qualify for reimbursement from incremental property tax. The County Auditor provides for the division of property tax to repay the certified indebtedness and provides available incremental property tax in subsequent fiscal years without further certification by the City until the amount of certified indebtedness is paid. No exceptions were noted.

2024-L Financial Condition: The following fund had a deficit balance at June 30, 2024.

Capital Projects:	
Reinvestment Project	$ 54,383

Recommendation: The City should investigate alternatives to eliminate this deficit in order to return this fund to a sound financial position.

Response: This deficit fund balance will be eliminated during fiscal year 2025 after the receipt of grant funds.

Conclusion: Response accepted.

PART IV: Other Findings Related to Required Statutory Reporting - Continued

2024-M Economic Development: During the year ended June 30, 2024, the City paid $2,740 to the Greater Poweshiek Community Foundation. In accordance with Chapter 15A of the Code of Iowa, the City is providing oversight of these funds to determine the funds are being spent in accordance with the agreements and expenses meet the test of public purpose.

2024-N Interfund Transfers: Section 545-2 of the City Finance Committee Rules requires "A fund transfer resolution must be completed for all transfers between funds and must include a clear statement of reason or purpose for the transfer, the name of the fund from which the transfer is originating, the name of the fund into which the transfer is to be received, and the dollar amount to be transferred."

One transfer made in fiscal year 2024 was not approved by a fund transfer resolution.

Recommendation: The resolutions approving all fund transfers should include the information required by Section 545-2 of the City Finance Committee Rules.

Response: We will approve all transfers by resolution containing the information required during future fiscal years.

Conclusion: Response accepted.

* * *

GRINNELL FINANCE COMMITTEE MEETING
MONDAY, MARCH 3, 2025, AT 8:00 A.M.
IN THE LARGE CONFERENCE ROOM ON THE 2ND FLOOR
OF CITY HALL AND VIA ZOOM
https://zoom.us/j/94943911850?pwd=KU5a5aBtUlGeGjfDYM7t1uyfsWtwat.1

MINUTES

ROLL CALL: Wray (Chair), White, Davis. Also present were Megan Hirst, Joe Vens, Teresa Phipps, Jim Ramsey, Ardrian Tidwell, Alyssa Devig, Russ Behrens, and Ann Wingerter.

PERFECTING AND APPROVAL OF AGENDA: Approved as presented, moving item number 2 to first on the agenda.

COMMITTEE BUSINESS:

1. Joe Vens, First MainStreet Insurance, presented the ICAP property insurance renewal. No action was taken.
2. A request from Prairie Hospitality Group was reviewed. No action was taken.
3. No action was taken on the approval of the property insurance renewal.
4. White made the motion, second by Davis, to recommend approval of a Resolution No. 2025-26 – A resolution setting the public hearing for the FY 2026 Property Tax Levy and keeping the levy the rate the same as FY 2025. AYES: 3-0. Motion carried.
5. Davis made the motion, second by White, to recommend approval of Resolution No. 2025-27 - A resolution approving and authorizing execution of an Amended and Restated Agreement for Private Development by and between the City of Grinnell and Grinnell Mixed Use, LLC d/b/a Merge Urban Development Group. AYES: 3-0. Motion carried.
6. White made the motion, second by Davis, to recommend approval of a Resolution No. 2025-28 – A resolution approving a Financial Policy. AYES: 3-0. Motion carried.
7. White made the motion, second by Davis, to recommend approval of Resolution No. 2025-29 – A resolution authorizing depositories for Public Funds. AYES: 3-0. Motion carried.
8. Davis made the motion, second by White, to recommend Resolution No. 2025-30 – A resolution for monthly internal transfer of funds. AYES: 3-0. Motion carried.
9. White made the motion, second by Davis, to recommend Resolution No. 2025-31 – A resolution for monthly transfers of funds for trust and agency. AYES: 3-0. Motion carried.
10. January Investment and Treasurers Reports were reviewed. No action was taken.
11. The City Council Strategic Planning Priority Action Plan for Local Option Sales Tax draft was reviewed. No action was taken.

There were no inquiries.

The meeting was adjourned at 10:19 a.m.

JO WRAY, CHAIR

ATTEST:

ANNMARIE WINGERTER, CITY CLERK/FINANCE DIRECTOR

GRINNELL PUBLIC WORKS & GROUNDS COMMITTEE MEETING
MONDAY, MARCH 3, 2025, AT 4:45 P.M.
IN THE COUNCIL CHAMBERS ON THE 2ND FLOOR OF CITY HALL
AND VIA ZOOM

https://zoom.us/j/91938247428?pwd=y2pozJI3ff0SzKwmIdkRdFDOEnKsOF.1

MINUTES

ROLL CALL: Hueftle-Worley (Chair), Bly, Karjalahti. Also present were Mayor Agnew, Jim White, Jo Wray, Greg Roth, Alyssa Devig, Russ Behrens, and Ann Wingerter.

PERFECTING AND APPROVAL OF AGENDA: Approved as presented.

COMMITTEE BUSINESS:

1. Karjalahti made the motion, second by Bly, to recommend approval of Resolution No. 2025-32 – A resolution approving Pay Request No. 7 in the amount of $226,302.45 to Cahoy Pump Service, Inc. for the Jordan Well No. 10 Project. AYES: 3-0. Motion carried.
2. Bly made the motion, second by Karjalahti, to recommend approval of Resolution No. 2025-33 - A resolution approving Pay Request No. 4 in the amount of $6,051.27 to Con-Struct Inc. for the Raw Water Main Project. AYES: 3-0. Motion carried.
3. Karjalahti made the motion, second by Bly, to recommend approval of Resolution No. 2025-34 – A resolution authorizing payment to contractors Pay Request No. 1 in the amount of $141,795.24 to Jasper Construction Services of Newton, IA for the Central Business District 2024 Maintenance Project. AYES: 3-0. Motion carried.
4. Bly made the motion, second by Karjalahti, to recommend approval of Resolution No. 2025-35 - A an Environmental Consultant Standard Service Contract with Emmons & Olivier Resources, Inc. for the Highway 146 Trail Extension. AYES: 3-0. Motion carried.
5. Karjalahti made the motion, second by Bly, to recommend approval of Resolution No. 2025-36 – A resolution approving a quote from Vector Custom Fabricating for the material and labor to fabricate one typical section of cladding for the Veterans Monument. AYES: 3-0. Motion carried.
6. Bly made the motion, second by Karjalahti, to recommend approval of a right-of-way request for Interstate Power & Light (Alliant Energy), Hwy 6. AYES: 3-0. Motion carried.
7. The City Council Strategic Planning Priority Action Plan for Build a Better Grinnell Streets and Facilities draft was reviewed. No action was taken.
8. The City Council Strategic Planning Priority Action Plan for Lakes Restoration draft was reviewed. No action was taken.

There were no inquiries.

The meeting was adjourned 5:06 p.m.

BYRON HUEFTLE-WORLEY, CHAIR

ATTEST:

ANNMARIE WINGERTER, CITY CLERK/FINANCE DIRECTOR

GRINNELL PUBLIC SAFETY COMMITTEE MEETING
MONDAY, MARCH 3, 2025, AT 5:30 P.M.
IN THE COUNCIL CHAMBERS ON THE 2ND FLOOR OF CITY HALL AND VIA ZOOM

https://zoom.us/j/94693817950?pwd=T8QaAECV9wG8VU1XdoIRbP0LLGa84H.1

MINUTES

ROLL CALL: White (Chair), Hueftle-Worley, Davis. Also present were Mayor Agnew, Jo Wray, Matt Karjalahti, Chief Sicard, Chief McClelland, Patrick Duffey, Alyssa Devig, Russ Behrens, and Ann Wingerter.

PERFECTING AND APPROVAL OF AGENDA: Approved as presented.

COMMITTEE BUSINESS:

1. Hueftle-Worley made the motion, second by Davis, to recommend approval of a Grinnell Lions Club request for 2025 Grinnell Lions Ag Day for Thursday, August 28, 2025, for street closures on 3rd Avenue, 4th Avenue, and Park Street (see letter for details). AYES: 3-0. Motion carried.
2. The City Council Strategic Planning Priority Action Plan for Emergency Preparedness draft was reviewed. No action was taken.

There were no inquiries.

The meeting was adjourned at 5:44 p.m.

____

JIM WHITE, CHAIR

ATTEST:

____

ANNMARIE WINGERTER, CITY CLERK/FINANCE DIRECTOR

GRINNELL PLANNING COMMITTEE MEETING
MONDAY, MARCH 3, 2025, AT 6:15 P.M.
IN THE COUNCIL CHAMBERS ON THE 2ND FLOOR OF CITY HALL AND VIA ZOOM

https://zoom.us/j/94331782027?pwd=a5XPzxbukc0tgpnv3Ibg3AU8TwURBP.1

MINUTES

ROLL CALL: Bly (Chair), Wray, Karjalahti. Also present were Mayor Agnew, Jim White, Rachel Bly, Tyler Avis, Alyssa Devig, Russ Behrens, and Ann Wingerter.

PERFECTING AND APPROVAL OF AGENDA: Approved as presented.

COMMITTEE BUSINESS:

1. Karjalahti made the motion, second by Wray, to recommend approval of Resolution No. 2025-37 - A resolution approving Tax Abatement application for Jared Buchmeier, 307 4th Avenue. AYES: 3-0. Motion carried.
2. The City Council Strategic Planning Priority Action Plan for Economic Development draft was reviewed. No action was taken.

There were no inquiries.

The meeting was adjourned at 6:28 p.m.

____
RACHEL BLY, CHAIR

ATTEST:

____
ANNMARIE WINGERTER, CITY CLERK/FINANCE DIRECTOR

GRINNELL FINANCE COMMITTEE SPECIAL SESSION MEETING
MONDAY, MARCH 10, 2025, AT 3:45 P.M.
2ND FLOOR CONFERENCE ROOM IN CITY HALL AND VIA ZOOM

https://zoom.us/j/92326862352?pwd=WSNmex3C49aI8PY8kNvQo0WAXbuahp.1

MINUTES

ROLL CALL: Wray (Chair), White, Davis. Also present were Mayor Agnew, Russ Behrens, and Alyssa Devig.

Perfecting and Approval of Agenda: Approved as presented.

The committee reviewed property insurance quotes from EMC and ICAP. No action was taken.

There were no Inquiries.

The meeting was adjourned at 4:53 p.m.

JO WRAY, CHAIR

ATTEST:

ALYSSA DEVIG, ASSISTANT CITY CLERK/FINANCE DIRECTOR

GRINNELL PARKS AND RECREATION BOARD REGULAR SESSION MEETING
MONDAY, FEBRUARY 10, 2025, AT 5:15 PM
IN THE CONFERENCE ROOM 2ND FLOOR CITY HALL

MINUTES

1. **Roll Call:**

   A. Russ Crawford, Whitney Jensen, Ralph Eyberg, Lisa Lindley, Lauren Gant, Carl Eggermont, and Jordan Allsup
   Absent: Ben Cooprider and Matt Moyer
   Guests: Mike Bell and Bailey Aldridge

2. **Approve Agenda:** At 5:15pm Lindley made the motion to approve agenda, second by Jensen to approve the agenda. AYES: All. Motion carried.

3. **Approval of the Minutes from DATE**

   A. January 13th, 2025- Eyberg made the motion, second by Gant, to approve the January 13th, 2025, meeting minutes. AYES: All. Motion carried.

   B. January 31st, 2025- Eyberg made the motion, second by Gant, to approve the January 31st, 2025, meeting minutes. AYES: All. Motion carried.

4. **Old Business**

   A. Master Parks Plan – Mike Bell & Bailey Aldridge from RDG presented to the Parks & Recreation Board how the process of the Master Parks & Recreation plan is progressing up to the community workshops in early March. No action necessary.

   - **Parks and Cemetery Vegetation – Eyberg**- No update. No action necessary.
   - **Bailey Park– Crawford/Jensen- Allsup** stated that initial engineered drawings have been received for the shelter. Staff have requested some minor changes prior to approval. No action necessary.
   - **Arbor Lake/Lake Nyanza- Allsup**- Allsup reported that the Iowa DNR Lake Restoration program will be drawing up a scope of services for engineering on Grinnell Lakes project with a Request for proposal to be released by the city in the coming months. No action necessary.
   - **Playgrounds- Lindley –** Allsup reported that the benches for the Central Park playground have been received and will be installed when weather allows. No action necessary.

   B. Recreation- Allsup reported on current recreation programming and spring/summer plans. No action necessary.

C. Aquatics- Allsup gave a small update on staff recruitment for the summer. No action necessary.

5. New Business

A. Shakespeare in the Park – Gant made the motion to approve the rental of the Central Park stage on July 22nd, 2025, for "Shakespeare in the Park". Second by Lindley. AYES: all. Motion carried.

6. Notes:

7. Inquiries:

8. Adjourn: Eyberg made the motion at 6:45pm to adjourn the meeting, second by Lindley. AYES: All. Motion carried.

____

Parks and Recreation Director
Jordan Allsup

GRINNELL PARKS AND RECREATION BOARD REGULAR SESSION MEETING
MONDAY, MARCH 10, 2025, AT 5:15 PM
DRAKE COMMUNITY LIBRARY-BOARD ROOM

Minutes

1. **Roll Call:**

   A. Russ Crawford, Ralph Eyberg, Lisa Lindley, Whitney Jensen, Ben Cooprider, Matt Moyer, Carl Eggermont, and Jordan Allsup.
   Absent: Lauren Gant

2. **Approve Agenda:** At 5:15pm Cooprider made the motion to approve the agenda, second by Jensen to approve the agenda. AYES: All. Motion carried.

3. **Approval of the Minutes from DATE**

   A. February 10th Meeting minutes- Cooprider made the motion, second by Eyberg, to approve the February 10th, 2025, meeting minutes. AYES: All. Motion carried.

   B. March 6th Meeting minutes- Jensen made the motion, second by Cooprider, to approve the March 6th, 2025, meeting minutes. AYES: All. Motion carried.

4. **Old Business**

   A. Master Parks Plan – priority of projects, fundraising opportunities, grant writing, goals for 2024-2025 fiscal year

      - **Parks and Cemetery Vegetation – Eyberg**- No update. No action necessary.
      - **Bailey Park– Crawford/Jensen**- Request for quotation on the construction of the Bailey Park shelter house is open until Monday, March 17th. No action necessary.
      - **Arbor Lake/Lake Nyanza- Allsup**- Request for proposal for engineering services on watershed and in-lake work to be released soon. No action necessary.
      - **Playgrounds- Lindley-** No update. No action necessary.
      - **Master Plan- Allsup**- The Community Open House was a success and RDG should have the conceptual drawings ready to post on the city's website soon. Second Open House is scheduled for Tuesday, April 22nd where community members will see the revised parks plans. No action necessary.

B. Recreation- Allsup reported that the youth soccer program has around 300 participants for the spring season. Department staff have been working on the spring/summer program guide to be released soon. No action necessary.

C. Aquatics- Staff Recruitment continues for the 2025 pool season. No action necessary.

5. **New Business**

A. Tuesday Music at the Pavillion- Lindley made the motion to approve the rental of the Central Park shelter on Tuesdays, May 20th, June 17th, July 15th, August 19th, and September 16th, 2025, for "Tuesday Music at the Pavillion". Second by Cooprider. AYES: all. Motion carried.

6. **Notes:**

7. **Inquiries:**

8. **Adjourn:** Eyberg made the motion at 6:03pm to adjourn the meeting, second by Cooprider. AYES: All. Motion carried.

____
Parks and Recreation Director
Jordan Allsup

GRINNELL PARKS AND RECREATION BOARD SPECIAL MEETING
THURSDAY, MARCH 6, 2025, AT 5:00 PM
DRAKE COMMUNITY LIBRARY

Minutes

1. **Roll Call:**

   A. Russ Crawford, Whitney Jensen, Ralph Eyberg, Ben Cooprider, Matt Moyer, and Jordan Allsup
   Absent: Lisa Lindley and Lauren Gant

2. **Approve Agenda:** At 5:02pm Cooprider made the motion to approve agenda, second by Jensen to approve the agenda. AYES: All. Motion carried.

3. **New Business**

   A. Master Parks & Recreation Plan Community Open House- Presentation of Master Parks and Recreation Plan conceptual drawings, survey results, and amenity dart board, and Community Open House. No action necessary.

4. **Notes:**

5. **Inquiries:**

6. **Adjourn:** Cooprider made the motion at 6:54pm to adjourn the meeting, second by Jensen. AYES: All. Motion carried.

____
Parks and Recreation Director
Jordan Allsup

City of Grinnell

...Jewel of the Prairie

Michael A. McClelland
Chief of Police
Police Department
1020 Spring Street
Grinnell, IA 50112

Phone: 641-236-2670
FAX: 641-236-2652
ORI#IA0790100

TO: Honorable Dan Agnew
Honorable City Council Persons
Mr. Russ Behrens, City Manager
Mrs. Ann Wingerter, City Clerk

DATE: 4 March 2025

SUBJECT: MONTHLY REPORT FOR FEBRUARY 2025

MONTHLY STATS	CURRENT MO.	LAST MO.	PREVIOUS YEAR
	FEB 2025	JAN 2025	FEB 2024
ARRESTS	22	23	14
CITATIONS	40	14	16
WARNINGS	66	49	28
PD Collisions	11	9	5
PI Collisions	1	1	1
HIT & RUN	3	1	2
Parking Citations	133	120	44
Calls for Service	763	733	618

BIAS-BASED POLICING REPORT (FEB 2025)

	ETHNICITY	GENDER (M/F)	RACE
ARRESTS	0 (Hispanic or Latino) 22 (Not Hispanic or Latino)	14/8	0 (American Indian or Alaska Native) 1 (Asian) 2 (Black) 19 (White)
CITATIONS	3 (Hispanic or Latino) 37 (Not Hispanic or Latino)	31/9	29 (White) 5 (Asian) 6 (Black) 0 (American Indian or Alaska Native)
WARNINGS	4 (Hispanic or Latino) 62 (Not Hispanic or Latino)	39/27	62 (White) 1 (Asian) 2 (Black) 1 (American Indian or Alaska Native)

City of Grinnell

...Jewel of the Prairie

Michael A. McClelland
Chief of Police
Police Department
1020 Spring Street
Grinnell, IA 50112

Phone: 641-236-2670
FAX: 641-236-2652
ORI#IA0790100

MENTAL HEALTH CRISIS CFS FOR FEB 2025

Mental Health Crisis Calls for Service (CFS) - Total	105
Poweshiek County Sheriff's Office- CFS Referred	1
Grinnell Fire Department – CFS Referred	0
Grinnell Police Department- CFS Referred	76
% Referred for additional resources/ assistance	72%

Respectfully submitted,

Michael A. McClelland, Chief of Police

GRINNELL FINANCE COMMITTEE MEETING
MONDAY, MARCH 17, 2025, AT 8:00 A.M.
IN THE LARGE CONFERENCE ROOM ON THE 2ND FLOOR
OF CITY HALL AND VIA ZOOM

Join Zoom Meeting
https://zoom.us/j/95049178028?pwd=QWWiOgwDb4hwUKChWvtlJrVaVOxfnj.1

Meeting ID: 950 4917 8028
Passcode: 913551

Find your local number: https://zoom.us/u/acupfr7qVa

TENTATIVE AGENDA

ROLL CALL: Wray (Chair), White, Davis.

PERFECTING AND APPROVAL OF AGENDA:

COMMITTEE BUSINESS:

1. Consider approval of property insurance contract.
2. Discuss the purchase of five new iPads for council members.
3. Consider approval of a resolution approving a contract with Heartland Business Systems for Check Point email monitoring/security. (See Resolution No. 2025-38)

INQUIRES:

ADJOURN:

Personalized Proposal Prepared for

CITY OF GRINNELL

NORTH RISK PARTNERS, LLC

1045 76TH ST STE 4000
WEST DES MOINES, IA
50266-5841

CONDITIONAL

Personalized Proposal Prepared for

CITY OF GRINNELL

Your Business

CITY OF GRINNELL
520 4TH AVE
GRINNELL, 50112-1947 IA

Your Agent

NORTH RISK PARTNERS, LLC
1045 76TH ST STE 4000
WEST DES MOINES, IA 50266-5841

Your Quote

Quote: 0452500 004
Prepared on 02/13/2025
Policy Term: 04/01/2025-04/01/2026

Valid Through: 03/30/2025

Your Account Summary

Your Premium Estimate

Commercial Property(Version #10)	$135,587.00
General Liability(Version #11)	$69,381.00
Business Auto (E-19)	$37,124.00
Commercial Inland Marine (C-05)	$7,798.00
Commercial Umbrella (J-25)	$40,805.00
Govt Crime/Fidelity Package (F-03)	$854.00
Linebacker - Claims Made (K-08)	$9,251.00
Law Enforcement Liability (G-03)	$14,030.00
Total Account Premium Estimate	**$314,830.00**

Your Policy *Benefits Include...*

1. Industry leading loss control services to help protect your business
2. Flexible payment options designed to fit your needs
3. Fast, responsive claims service when you need it

Your Payment Options

Electronic Funds Transfer (EFT)

Set up automatic payments and skip transaction fees with EFT. Sign up in Policyholder Access or contact your agent to get started.

Online

www.emcinsurance.com
Visit our website to make a single payment by eCheck or credit/debit card.

Mail

Submit check, money order or cashier's check to our centralized lockbox.

Employers Mutual Casualty Company
Quote: BBYJ693 - Option 004
Prepared on 02/13/2025
Policy Term: 04/01/2025-04/01/2026
Valid Through: 03/30/2025

Commercial Property Declarations

Prepared For

CITY OF GRINNELL
520 4TH AVE
GRINNELL, IA 50112-1947
DIRECT BILL

Presented By

NORTH RISK PARTNERS, LLC
1045 76TH ST STE 4000
WEST DES MOINES, IA 50266-5841
AGENT NO. A5528
AGENT PHONE: 515-327-8450
CLAIM REPORTING: 888-362-2255
SERVICING CARRIER: 515-280-2604

See attached schedule for description of locations, special interests and deductibles.

Coverages

Coverages Provided	Premium
Building	$9,078.00
Personal Property	$831.00
Blanket ID Number - 1 - See Schedule for Description	$125,678.00
Property Premium	$135,587.00
Total Property Premium	**$135,587.00**

Forms Applicable

CP0090(07/88), CP0140(07/06), CP0320(04/18), CP0321(10/12), CP0411(09/17), CP1075(12/20), CP1615A(02/12), CP7001A(02/12), CP7121.4(08/18), CP7121(11/23), CP7173(12/19), CP7175(09/24), CP7358(02/17), CP8036(07/21), CP9993(10/90), IL0017(11/98), IL0276(09/08), IL0952(01/15), IL7004(03/20), IL7131A(04/01), IL7170(09/24), IL7220(05/09), IL7306(08/98), IL8383.2A(12/20), IL8384A(01/08), IL8720(08/15)

Commercial Property Summary Proposal

Endorsement Schedule

Form	Edition Date	Description/Additional Information	Premium
CP 00 90	07 88	Commercial Property Conditions	
CP 01 40	07 06	Exclusion Of Loss Due To Virus Or Bacteria	
CP 03 20	04 18	Multiple Deductible Form (Fixed Dollar Deductibles)	
CP 03 21	10 12	Windstorm Or Hail Percentage Deductible	
CP 04 11	09 17	Protective Safeguards	
CP 10 75	12 20	Cyber Incident Exclusion	
CP 16 15A	02 12	Statement Of Values	
CP 70 01A	02 12	Commercial Property Schedule	
CP 71 21	11 23	Building and Personal Property Coverage Form - Public Entity	
CP 71 21.4	08 18	Property Coverage Part Public Entity	
CP 71 73	12 19	Cannabis Exclusion	
CP 71 75	09 24	Limitations On Coverage For Roof System Location 1 Building 1 Paragraphs A and B Apply Roof Age (Years) : 15 Location 1 Building 2 Paragraphs A and B Apply Roof Age (Years) : 15	

Form	Edition Date	Description/Additional Information	Premium
		Location 2 Building 1 Paragraphs A and B Apply Roof Age (Years) : 15 Location 3 Building 1 Paragraphs A and B Apply Roof Age (Years) : 15 Location 3 Building 2 Paragraphs A and B Apply Roof Age (Years) : 15 Location 3 Building 3 Paragraphs A and B Apply Roof Age (Years) : 15 Location 3 Building 4 Paragraphs A and B Apply Roof Age (Years) : 15 Location 3 Building 5 Paragraphs A and B Apply Roof Age (Years) : 15 Location 4 Building 1 Paragraphs A and B Apply Roof Age (Years) : 15 Location 4 Building 2 Paragraphs A and B Apply Roof Age (Years) : 15 Location 5 Building 1 Paragraphs A and B Apply Roof Age (Years) : 15 Location 5 Building 2 Paragraphs A and B Apply	

Form	Edition Date	Description/Additional Information	Premium
		Roof Age (Years) : 15 Location 5 Building 3 Paragraphs A and B Apply Roof Age (Years) : 15 Location 5 Building 4 Paragraphs A and B Apply Roof Age (Years) : 15 Location 5 Building 5 Paragraphs A and B Apply Roof Age (Years) : 15 Location 5 Building 6 Paragraphs A and B Apply Roof Age (Years) : 15 Location 5 Building 7 Paragraphs A and B Apply Roof Age (Years) : 15 Location 6 Building 1 Paragraphs A and B Apply Roof Age (Years) : 15 Location 7 Building 1 Paragraphs A and B Apply Roof Age (Years) : 15 Location 8 Building 1 Paragraphs A and B Apply Roof Age (Years) : 15 Location 8 Building 2 Paragraphs A and B Apply Roof Age (Years) : 15 Location 8 Building 3	

Form	Edition Date	Description/Additional Information	Premium
		Paragraphs A and B Apply Roof Age (Years) : 15 Location 8 Building 4 Paragraphs A and B Apply Roof Age (Years) : 15 Location 8 Building 5 Paragraphs A and B Apply Roof Age (Years) : 15 Location 8 Building 6 Paragraphs A and B Apply Roof Age (Years) : 15 Location 8 Building 7 Paragraphs A and B Apply Roof Age (Years) : 15 Location 9 Building 1 Paragraphs A and B Apply Roof Age (Years) : 15 Location 9 Building 2 Paragraphs A and B Apply Roof Age (Years) : 15 Location 10 Building 1 Paragraphs A and B Apply Roof Age (Years) : 15 Location 10 Building 2 Paragraphs A and B Apply Roof Age (Years) : 15 Location 10 Building 3 Paragraphs A and B Apply Roof Age (Years) : 15 Location 11	

Form	Edition Date	Description/Additional Information	Premium
		Building 1 Paragraphs A and B Apply Roof Age (Years) : 15 Location 14 Building 1 Paragraphs A and B Apply Roof Age (Years) : 15 Location 15 Building 1 Paragraphs A and B Apply Roof Age (Years) : 15 Location 16 Building 1 Paragraphs A and B Apply Roof Age (Years) : 15 Location 17 Building 1 Paragraphs A and B Apply Roof Age (Years) : 15 Location 22 Building 1 Paragraphs A and B Apply Roof Age (Years) : 15 Location 23 Building 1 Paragraphs A and B Apply Roof Age (Years) : 15 Location 24 Building 1 Paragraphs A and B Apply Roof Age (Years) : 15 Location 25 Building 1 Paragraphs A and B Apply Roof Age (Years) : 15 Location 25 Building 2 Paragraphs A and B Apply Roof Age (Years) : 15	

Form	Edition Date	Description/Additional Information	Premium
		Location 26 Building 1 Paragraphs A and B Apply Roof Age (Years) : 15 Location 27 Building 1 Paragraphs A and B Apply Roof Age (Years) : 15	
CP 73 58	02 17	Equipment Breakdown Coverage (Including Electronic Circuitry Impairment)	
CP 80 36	07 21	Commercial Property Valuation Increase	
CP 99 93	10 90	Tentative Rate	
IL 00 17	11 98	Common Policy Conditions	
IL 02 76	09 08	Iowa Changes - Cancellation And Nonrenewal	
IL 09 52	01 15	Cap On Losses From Certified Acts Of Terrorism	
IL 70 04	03 20	Mutual Policy Provisions	
IL 71 31A	04 01	Commercial Policy Endorsement Schedule	
IL 71 70	09 24	Actual Cash Value Definition	
IL 72 20	05 09	Iowa Changes- Actual Cash Value	
IL 73 06	08 98	Exclusion Of Certain Computer-Related Losses	
IL 83 83.2A	12 20	Disclosure Pursuant To Terrorism Risk Insurance Act	$766.00

Form	Edition Date	Description/Additional Information	Premium
IL 83 84A	01 08	Terrorism Notice	
IL 87 20	08 15	Advisory Notice To Policyholders	

T E R R O R I S M   N O T I C E

THIS INSURANCE MAY INCLUDE COVERAGE FOR CERTIFIED ACTS OF TERRORISM AS DEFINED IN THE TERRORISM RISK INSURANCE ACT, AS AMENDED.

ATTACHED YOU WILL FIND A DISCLOSURE, WHICH IDENTIFIES THE SPECIFIC CHARGE FOR CERTIFIED ACTS OF TERRORISM.

YOU MAY HAVE THE OPTION TO REJECT THIS TERRORISM COVERAGE

FOR ADDITIONAL INFORMATION, PLEASE CONTACT YOUR AGENT

INSURANCE

Employers Mutual Casualty Company
Quote: BBYJ693 - Option 004
Prepared on 02/13/2025
Policy Term: 04/01/2025-04/01/2026
Valid Through: 03/30/2025

This endorsement is attached to and made part of your policy in response to the disclosure requirements of the Terrorism Risk Insurance Act. This endorsement does not grant any coverage or change the terms and conditions of any coverage under the policy.

Disclosure Pursuant to Terrorism Risk Insurance Act

Schedule

Terrorism Premium (Certified Acts)	$766.00

A. Disclosure Of Premium:
In accordance with the federal Terrorism Risk Insurance Act, we are required to provide you with a notice disclosing the portion of your premium, if any, attributable to coverage for terrorism acts certified under the Terrorism Risk Insurance Act. The portion of your premium attributable to such coverage is shown in the Schedule of this endorsement or in the policy Declarations.

B. Disclosure Of Federal Participation In Payment Of Terrorism Losses:
The United States Government, Department of the Treasury, will pay a share of terrorism losses insured under the federal program. The federal share equals 80% of that portion of the amount of such insured losses that exceeds the applicable insurer retention. However, if aggregate insured losses attributable to terrorist acts certified under the Terrorism Risk Insurance Act exceed $100 billion in a calendar year, the Treasury shall not make any payment for any portion of the amount of such losses that exceeds $100 billion.

C. Cap On Insurer Participation In Payment Of Terrorism Losses:
If aggregate insured losses attributable to terrorist acts certified under the Terrorism Risk Insurance Act exceed $100 billion in a calendar year and we have met our insurer deductible under the Terrorism Risk Insurance Act, we shall not be liable for the payment of any portion of the amount of such losses that exceeds $100 billion, and in such case insured losses up to that amount are subject to pro rate allocations in accordance with the procedures established by the Secretary of the Treasury.

The following statement is required fo be part of the disclosure notice in MISSOURI:
The premium above is for certain losses resulting from certified acts of terrorism as covered pursuant to coverage provisions, limitations and exclusions in this policy. You should read the definition in your policy carefully, but generally speaking, "certified" acts of terrorism are acts that exceed $5 million in aggregate losses to the insurance industry and which are subsequently declared by the U.S. Secretary of Treasury as a certified terrorist act under the Terrorism Risk Insurance Act. Some losses resulting from certified acts of terrorism are not covered. Read your policy and endorsements carefully.

INSURANCE

Employers Mutual Casualty Company
Quote: BBYJ693 - Option 004
Prepared on 02/13/2025
Policy Term: 04/01/2025-04/01/2026
Valid Through: 03/30/2025

Commercial Property Summary Proposal

Blanket coverage applies only as indicated by an entry below:

Blanket: 1

Building & Personal Property Combined: Only at Locations/Buildings as indicated in the Schedule below

Blanket Limit of Insurance **$63,479,013** **Coinsurance: 90%**

Locations

For inspection contact: See agent on Dec page

Location 1
120 8TH AVE
WEST GRINNELL, IA 50112

Building 1

Description: 1 Story Frame Building
In Protection Class: 4
Occupancy: AQUATIC CENTER/FILTER HOUSE
Deductible Per Occurrence: $50,000
Except: 1% On Windstorm Or Hail

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Building	See Blkt 1	Special	See Blkt 1		Replacement Cost Limitations On Coverage For Roof System Debris Removal $250,000
All Personal Property	See Blkt 1	Special	See Blkt 1		Replacement Cost

Building 2

Description: 1 Story Joisted Masonry - Other Than Reinforced Building
In Protection Class: 4
Occupancy: BATHHOUSE W/FENCING
Deductible Per Occurrence: $50,000

Building 2

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Building	See Blkt 1	Special	See Blkt 1		Replacement Cost Limitations On Coverage For Roof System Debris Removal $250,000

Special Class 1

Description: PROPERTY IN THE OPEN - SWIMMING POOL
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Property In The Open	See Blkt 1	Special	See Blkt 1		Replacement Cost

Special Class 2

Description: PROPERTY IN THE OPEN - LAZY RIVER/SLIDE
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Property In The Open	See Blkt 1	Special	See Blkt 1		Replacement Cost

Location 2
120 1ST AVE. WEST
HAZELWOOD CEMETARY
GRINNELL, IA 50112

Building 1

Description: 1 Story Non-Combustible - Other Than Light Steel Building
In Protection Class: 4
Occupancy: CEMETARY SHOP
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Building	See Blkt 1	Special	See Blkt 1		Replacement Cost Limitations On Coverage For Roof System Debris Removal $250,000

Location 3
1313 1ST AVE
GRINNELL, IA 50112

Building 1

Description: 1 Story Non-Combustible - Other Than Light Steel Building
In Protection Class: 4
Occupancy: BUILDING #1 PARKS -EQUIPMENT STORAGE
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Building	See Blkt 1	Special	See Blkt 1		Replacement Cost Limitations On Coverage For Roof System Debris Removal $250,000

Building 2

Description: 1 Story Frame Building
In Protection Class: 4
Occupancy: RECYCLING BUILDING
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Building	See Blkt 1	Special	See Blkt 1		Replacement Cost Limitations On Coverage For Roof System Debris Removal $250,000
All Personal Property	See Blkt 1	Special	See Blkt 1		Replacement Cost

Building 3

Description: 1 Story Non-Combustible - Other Than Light Steel Building
In Protection Class: 4
Occupancy: BUILDING #2/EQUIPMENT STORAGE
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Building	See Blkt 1	Special	See Blkt 1		Replacement Cost Limitations On Coverage For Roof System Debris Removal $250,000
All Personal Property	See Blkt 1	Special	See Blkt 1		Replacement Cost

Building 4

Description: 1 Story Non-Combustible - Other Than Light Steel Building
In Protection Class: 4
Occupancy: SALT BIN
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Building	See Blkt 1	Special	See Blkt 1		Replacement Cost Limitations On Coverage For Roof System Debris Removal $250,000

Building 5

Description: 1 Story Non-Combustible - Other Than Light Steel Building
In Protection Class: 4
Occupancy: BUILDING #3 PUBLIC SERVICE BUILDING
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Building	See Blkt 1	Special	See Blkt 1		Replacement Cost Limitations On Coverage For Roof System Debris Removal $250,000
All Personal Property	See Blkt 1	Special	See Blkt 1		Replacement Cost

Location 4
702 Main St
Grinnell, IA 50112-2230

Building 1

Description: 1 Story Masonry Non-Combustible - Other Than Reinforced - Light Steel - Superior Roofing Building
In Protection Class: 4
Occupancy: WATER GARAGE
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Building	See Blkt 1	Special	See Blkt 1		Replacement Cost Limitations On Coverage For Roof System Debris Removal $250,000
All Personal Property	See Blkt 1	Special	See Blkt 1		Replacement Cost

Building 2

Description: 1 Story Masonry Non-Combustible - Other Than Reinforced - Light Steel - Superior Roofing Building
In Protection Class: 4
Occupancy: GRINNELL WATER PLANT (1S)
Deductible Per Occurrence: $50,000
Except: 1% On Windstorm Or Hail

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Building	See Blkt 1	Special	See Blkt 1		Replacement Cost Limitations On Coverage For Roof System Debris Removal $250,000
All Personal Property	See Blkt 1	Special	See Blkt 1		Replacement Cost

Special Class 1

Description: PROPERTY IN THE OPEN - CLEAR WELL, 1 MIL GAL
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Property In The Open	See Blkt 1	Special	See Blkt 1		Replacement Cost

Location 5
3976 20th St
Grinnell, IA 50112-8148

Building 1

Description: 1 Story Masonry Non-Combustible - Other Than Reinforced - Other Than Light Steel Building
In Protection Class: 4Y
Occupancy: METAL SHED
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Building	See Blkt 1	Special	See Blkt 1		Replacement Cost Limitations On Coverage For Roof System Debris Removal $250,000

Building 2

Description: 1 Story Frame Building
In Protection Class: 4Y
Occupancy: WASTE WATER GARAGE
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Building	See Blkt 1	Special	See Blkt 1		Replacement Cost Limitations On Coverage For Roof System Debris Removal $250,000
All Personal Property	See Blkt 1	Special	See Blkt 1		Replacement Cost

Building 3

Description: 1 Story Masonry Non-Combustible - Other Than Reinforced - Other Than Light Steel Building
In Protection Class: 4Y
Occupancy: WASTE WATER ADMIN BUILDING
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Building	See Blkt 1	Special	See Blkt 1		Replacement Cost Limitations On Coverage For Roof System Debris Removal $250,000
All Personal Property	See Blkt 1	Special	See Blkt 1		Replacement Cost

Building 4

Description: 1 Story Masonry Non-Combustible - Other Than Reinforced - Other Than Light Steel Building
In Protection Class: 4Y
Occupancy: SLUDGE PUMP BUILDING
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Building	See Blkt 1	Special	See Blkt 1		Replacement Cost Limitations On Coverage For Roof System Debris Removal $250,000
All Personal Property	See Blkt 1	Special	See Blkt 1		Replacement Cost

Building 5

Description: 1 Story Masonry Non-Combustible - Other Than Reinforced - Other Than Light Steel Building
In Protection Class: 4Y
Occupancy: HEADWORKS BUILDING
Deductible Per Occurrence: $50,000

Building 5

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Building	See Blkt 1	Special	See Blkt 1		Replacement Cost Limitations On Coverage For Roof System Debris Removal $250,000
All Personal Property	See Blkt 1	Special	See Blkt 1		Replacement Cost

Building 6

Description: 1 Story Masonry Non-Combustible - Other Than Reinforced - Other Than Light Steel Building
In Protection Class: 4Y
Occupancy: UV Building
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Building	See Blkt 1	Special	See Blkt 1		Replacement Cost Limitations On Coverage For Roof System Debris Removal $250,000

Building 7

Description: 1 Story Masonry Non-Combustible - Other Than Reinforced - Other Than Light Steel Building
In Protection Class: 4Y
Occupancy: Digester Building
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Building	See Blkt 1	Special	See Blkt 1		Replacement Cost Limitations On Coverage For Roof System Debris Removal $250,000

Special Class 1

Description: PROPERY IN THE OPEN - PROCESS TANKS
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Property In The Open	See Blkt 1	Special	See Blkt 1		Replacement Cost

Special Class 2

Description: PROPERTY IN THE OPEN - FINAL CLARIFIERS
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Property In The Open	See Blkt 1	Special	See Blkt 1		Replacement Cost

Special Class 3

Description: PROPERTY IN THE OPEN - DIGESTER TANKS
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Property In The Open	See Blkt 1	Special	See Blkt 1		Replacement Cost

Special Class 4

Description: PROPERTY IN THE OPEN - GENERATOR
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Property In The Open	See Blkt 1	Special	See Blkt 1		Replacement Cost

Special Class 5

Description: PROPERTY IN THE OPEN - SLUDGE STORAGE TANK
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Property In The Open	See Blkt 1	Special	See Blkt 1		Replacement Cost

Special Class 6

Description: PROPERTY IN THE OPEN - SLUDGE STORAGE TANK
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Property In The Open	See Blkt 1	Special	See Blkt 1		Replacement Cost

Special Class 7

Description: PROPERTY IN THE OPEN - FINAL CLARIFIER #1
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Property In The Open	See Blkt 1	Special	See Blkt 1		Replacement Cost

Special Class 8

Description: PROPERTY IN THE OPEN - FINAL CLARIFIER #2
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Property In The Open	See Blkt 1	Special	See Blkt 1		Replacement Cost

Special Class 9

Description: Property In The Open-30,000 GALLON WATER TOWER
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Property In The Open	See Blkt 1	Special	See Blkt 1		Replacement Cost

Location 6
1132 NAYANZA DR./MILLER PARK
GRINNELL, IA 50112

Building 1

Description: 1 Story Frame Building
In Protection Class: 4
Occupancy: SHELTER W/RESTROOMS
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Building	See Blkt 1	Special	See Blkt 1		Replacement Cost Limitations On Coverage For Roof System Debris Removal $250,000

Special Class 1

Description: PROPERTY IN THE OPEN - PLAYGROUND EQUIPMENT
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Property In The Open	See Blkt 1	Special	See Blkt 1		Replacement Cost

Location 7
123 PEARL STREET
GRINNELL, IA 50112

Building 1

Description: 1 Story Joisted Masonry - Other Than Reinforced Building
In Protection Class: 4
Occupancy: ARBOR W/RESTROOMS
Deductible Per Occurrence: $50,000

Building 1

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Building	See Blkt 1	Special	See Blkt 1		Replacement Cost Limitations On Coverage For Roof System Debris Removal $250,000

Special Class 1

Description: PROPERTY IN THE OPEN - PLAYGROUND EQUIPMENT
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Property In The Open	See Blkt 1	Special	See Blkt 1		Replacement Cost

Location 8
1607 West St S
Grinnell, IA 50112-8105

Building 1

Description: 1 Story Non-Combustible - Light Steel Building
In Protection Class: 4
Occupancy: AIRPORT TERMINAL
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Building	See Blkt 1	Special	See Blkt 1		Replacement Cost Limitations On Coverage For Roof System Debris Removal $250,000
All Personal Property	See Blkt 1	Special	See Blkt 1		Replacement Cost

Building 2

Description: 1 Story Non-Combustible - Other Than Light Steel Building
In Protection Class: 4
Occupancy: HANGAR, 6 STALL
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Building	See Blkt 1	Special	See Blkt 1		Replacement Cost Limitations On Coverage For Roof System Debris Removal $250,000

Building 3

Description: 1 Story Non-Combustible - Other Than Light Steel Building
In Protection Class: 4
Occupancy: GTE HANGAR
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Building	See Blkt 1	Special	See Blkt 1		Replacement Cost Limitations On Coverage For Roof System Debris Removal $250,000

Building 4

Description: 1 Story Masonry Non-Combustible - Other Than Reinforced - Other Than Light Steel Building
In Protection Class: 4
Occupancy: LIFT STATION - FARMHAND
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Building	See Blkt 1	Special	See Blkt 1		Replacement Cost Limitations On Coverage For Roof System Debris Removal $250,000

Building 5

Description: 1 Story Non-Combustible - Other Than Light Steel Building
In Protection Class: 4
Occupancy: HANGAR 8 STALL
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Building	See Blkt 1	Special	See Blkt 1		Replacement Cost Limitations On Coverage For Roof System Debris Removal $250,000

Building 6

Description: 1 Story Frame Building
In Protection Class: 4
Occupancy: AIRPORT SNOW REMOVAL EQUIPMENT BUILDING
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Building	See Blkt 1	Special	See Blkt 1		Replacement Cost Limitations On Coverage For Roof System Debris Removal $250,000

Building 7

Description: 1 Story Frame Building
In Protection Class: 4
Occupancy: HINK BUILDING - AIRPORT TERMINAL
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Building	See Blkt 1	Special	See Blkt 1		Replacement Cost Limitations On Coverage For Roof System Debris Removal $250,000

Location 9
801 11TH AVE/MERRILL PARK
GRINNELL, IA 50112

Building 1

Description: 1 Story Frame Building
In Protection Class: 4
Occupancy: RESTROOMS, WEST
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Building	See Blkt 1	Special	See Blkt 1		Replacement Cost Limitations On Coverage For Roof System Debris Removal $250,000

Building 2

Description: 1 Story Frame Building
In Protection Class: 4
Occupancy: EAST SHELTER
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Building	See Blkt 1	Special	See Blkt 1		Replacement Cost Limitations On Coverage For Roof System Debris Removal $250,000

Special Class 1

Description: PROPERTY IN THE OPEN - PLAYGROUND EQUIPMENT
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Property In The Open	See Blkt 1	Special	See Blkt 1		Replacement Cost

Location 10
920 4TH AVE/CENTRAL PARK
GRINNELL, IA 50112

Building 1

Description: 1 Story Frame Building
In Protection Class: 4
Occupancy: GAZEBO
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Building	See Blkt 1	Special	See Blkt 1		Replacement Cost Limitations On Coverage For Roof System Debris Removal $250,000

Building 2

Description: 1 Story Masonry Non-Combustible - Other Than Reinforced - Other Than Light Steel Building
In Protection Class: 4
Occupancy: SHELTER HOUSE/RESTROOM/PAVILLION
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Building	See Blkt 1	Special	See Blkt 1		Replacement Cost Limitations On Coverage For Roof System Debris Removal $250,000

Building 3

Description: 1 Story Masonry Non-Combustible - Other Than Reinforced - Other Than Light Steel Building
In Protection Class: 4
Occupancy: STAGE
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Building	See Blkt 1	Special	See Blkt 1		Replacement Cost Limitations On Coverage For Roof System Debris Removal $250,000

Special Class 1

Description: PROPERTY IN THE OPEN - WATER FEATURE/FOUNTAIN
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Property In The Open	See Blkt 1	Special	See Blkt 1		Replacement Cost

Special

Description: PROPERTY IN THE OPEN - PLAYGROUND EQUIPMENT ESTIMATE INCLUDING

Class 2

RUBBER MULCH
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Property In The Open	See Blkt 1	Special	See Blkt 1		Replacement Cost

Location 11
220 8TH AVE WEST/LIONS PARK
GRINNELL, IA 50112

Building 1

Description: 1 Story Frame Building
In Protection Class: 4
Occupancy: SHELTER
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Building	See Blkt 1	Special	See Blkt 1		Replacement Cost Limitations On Coverage For Roof System Debris Removal $250,000

Special Class 1

Description: PROPERTY IN THE OPEN - PLAYGROUND EQUIPMENT
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Property In The Open	See Blkt 1	Special	See Blkt 1		Replacement Cost

Location 12
304 1ST AVE/THOMAZIN PARK
GRINNELL, IA 50112

Special Class 1

Description: PROPERTY IN THE OPEN - PLAYGROUND EQUIPMENT
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Property In The Open	See Blkt 1	Special	See Blkt 1		Replacement Cost

Location 13

340 16TH STREET
GRINNELL, IA 50112

Special Class 1

Description: PROPERTY IN THE OPEN - PLAYGROUND EQUIPMENT
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Property In The Open	See Blkt 1	Special	See Blkt 1		Replacement Cost

Location 14

720 SUMMER ST/SUMMER ST. PARK
GRINNELL, IA 50112

Building 1

Description: 1 Story Joisted Masonry - Other Than Reinforced Building
In Protection Class: 4
Occupancy: SHELTER
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Building	See Blkt 1	Special	See Blkt 1		Replacement Cost Limitations On Coverage For Roof System Debris Removal $250,000

Special Class 1

Description: PROPERTY IN THE OPEN - PLAYGROUND EQUIPMENT
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Property In The Open	See Blkt 1	Special	See Blkt 1		Replacement Cost

Location 15

80 301 16TH AVE
GRINNELL, IA 50112

Building 1

Description: 1 Story Masonry Non-Combustible - Other Than Reinforced - Other Than Light Steel Building
In Protection Class: 4
Occupancy: LIFT STATION -NW
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Building	See Blkt 1	Special	See Blkt 1		Replacement Cost Limitations On Coverage For Roof System Debris Removal $250,000

Location 16

33 I-80
GRINNELL, IA 50112

Building 1

Description: 1 Story Masonry Non-Combustible - Other Than Reinforced - Other Than Light Steel Building
In Protection Class: 10
Occupancy: LIFT STATION
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Building	See Blkt 1	Special	See Blkt 1		Replacement Cost Limitations On Coverage For Roof System Debris Removal $250,000

Location 17
520 4th Ave
Grinnell, IA 50112-1947

Building 1

Description: 1 Story Joisted Masonry - Other Than Reinforced Building
In Protection Class: 4
Occupancy: IOWA TRANSPORT MUSEUM
Deductible Per Occurrence: $50,000
Except: 1% On Windstorm Or Hail

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Building	$5,993,383	Special	100%		Replacement Cost Agreed Value Limitations On Coverage For Roof System Debris Removal $250,000
All Personal Property	$300,000	Special	100%		Replacement Cost Agreed Value

Location 18
320 HIGH STREET
GRINNELL, IA 50112

Special Class 1

Description: PROPERTY IN THE OPEN - WELL PUMP #9
Deductible Per Occurrence: $50,000

Special Class 1

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Property In The Open	See Blkt 1	Special	See Blkt 1		Replacement Cost

Location 19
1515 1ST AVE
GRINNELL, IA 50112

Special Class 1

Description: PROPERTY IN THE OPEN - WELL PUMP #8
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Property In The Open	See Blkt 1	Special	See Blkt 1		Replacement Cost

Location 20
624 WEST STREET
GRINNELL, IA 50112

Special Class 1

Description: PROPERTY IN THE OPEN - WELL PUMP #7
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Property In The Open	See Blkt 1	Special	See Blkt 1		Replacement Cost

Location 21
1500 PENROSE ST
GRINNELL, IA 50112

Building 1

Description: 1 Story Frame Building
In Protection Class: 4
Occupancy: GRINNELL ATHLETIC AND REC CENTER
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
All Personal Property	See Blkt 1	Special	See Blkt 1		Replacement Cost

Location 22
1020 Spring St
Grinnell, IA 50112-1943

Building 1

Description: 1 Story Joisted Masonry - Other Than Reinforced Building
In Protection Class: 4
Occupancy: City Of Grinnell
Deductible Per Occurrence: $50,000
Except: 1% On Windstorm Or Hail

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Building	See Blkt 1	Special	See Blkt 1		Replacement Cost Limitations On Coverage For Roof System Debris Removal $250,000
All Personal Property	See Blkt 1	Special	See Blkt 1		Replacement Cost

Location 23
55 930 PARK ST./DRAKE COMMUNITY LIBRARY
GRINNELL, IA 50112

Building 1

Description: 1 Story Joisted Masonry - Other Than Reinforced Building
In Protection Class: 4
Occupancy: LIBRARY W/GEOTHERMAN HEATING SYSTEM
Deductible Per Occurrence: $50,000
Except: 1% On Windstorm Or Hail
Protective Safeguards: P-1 Automatic Sprinkler System

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Building	See Blkt 1	Special	See Blkt 1		Replacement Cost Limitations On Coverage For Roof System Debris Removal $250,000
All Personal Property	See Blkt 1	Special	See Blkt 1		Replacement Cost

Location 24
1220 Prairie St
Grinnell, IA 50112

Building 1

Description: 1 Story Joisted Masonry - Other Than Reinforced Building
In Protection Class: 4
Occupancy: SHELTERS W/RESTROOMS
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Building	See Blkt 1	Special	See Blkt 1		Replacement Cost Limitations On Coverage For Roof System Debris Removal $250,000

Special Class 1

Description: PROPERTY IN THE OPEN - BAILEY PARK/SKATE PARK
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Property In The Open	See Blkt 1	Special	See Blkt 1		Replacement Cost

Location 25
1513-1515 FIRST AVE
GRINNELL, IA 50112

Building 1

Description: 1 Story Masonry Non-Combustible - Other Than Reinforced - Other Than Light Steel Building
In Protection Class: 4
Occupancy: LIFT STATION SE
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Building	See Blkt 1	Special	See Blkt 1		Replacement Cost Limitations On Coverage For Roof System Debris Removal $250,000

Building 2

Description: 1 Story Frame Building
In Protection Class: 4
Occupancy: #8 WELL/GARAGE
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Building	See Blkt 1	Special	See Blkt 1		Replacement Cost Limitations On Coverage For Roof System Debris Removal $250,000
All Personal Property	See Blkt 1	Special	See Blkt 1		Replacement Cost

Location 26
1520 14th Ave
Grinnell, IA 50112

Building 1

Description: 1 Story Non-Combustible - Other Than Light Steel Building
In Protection Class: 4
Occupancy: Lift Station 14th Ave
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Building	See Blkt 1	Special	See Blkt 1		Replacement Cost Limitations On Coverage For Roof System Debris Removal $250,000

Location 27
4/12 Melrose
Grinnell, IA 50112

Building 1

Description: 1 Story Non-Combustible - Other Than Light Steel Building
In Protection Class: 4
Occupancy: Lift Station - Melrose
Deductible Per Occurrence: $50,000

Coverage	Limit of Insurance	Covered Causes of Loss	Coinsurance	Spec Int	Optional Coverages
Building	See Blkt 1	Special	See Blkt 1		Replacement Cost Limitations On Coverage For Roof System Debris Removal $250,000

Miscellaneous Location Level Coverages

See coverage form for deductible amounts applicable to these coverages.

Location	Coverage	Limit of Insurance
1	Public Entity Location Additional Coverages and Coverage Extensions	See Coverage Form
1	Fire Department Service Charge	$50,000
2	Public Entity Location Additional Coverages and Coverage Extensions	See Coverage Form
2	Fire Department Service Charge	$50,000
3	Public Entity Location Additional Coverages and Coverage Extensions	See Coverage Form
3	Fire Department Service Charge	$50,000
4	Public Entity Location Additional Coverages and Coverage Extensions	See Coverage Form
4	Fire Department Service Charge	$50,000
5	Public Entity Location Additional Coverages and Coverage Extensions	See Coverage Form
5	Fire Department Service Charge	$50,000
6	Public Entity Location Additional Coverages and Coverage Extensions	See Coverage Form
6	Fire Department Service Charge	$50,000
7	Public Entity Location Additional Coverages and Coverage Extensions	See Coverage Form
7	Fire Department Service Charge	$50,000
8	Public Entity Location Additional Coverages and Coverage Extensions	See Coverage Form
8	Fire Department Service Charge	$50,000
9	Public Entity Location Additional Coverages and Coverage Extensions	See Coverage Form
9	Fire Department Service Charge	$50,000
10	Public Entity Location Additional Coverages and Coverage Extensions	See Coverage Form
10	Fire Department Service Charge	$50,000
11	Public Entity Location Additional Coverages and Coverage Extensions	See Coverage Form
11	Fire Department Service Charge	$50,000
12	Public Entity Location Additional Coverages and Coverage Extensions	See Coverage Form
12	Fire Department Service Charge	$50,000
13	Public Entity Location Additional Coverages and Coverage Extensions	See Coverage Form
13	Fire Department Service Charge	$50,000
14	Public Entity Location Additional Coverages and Coverage Extensions	See Coverage Form
14	Fire Department Service Charge	$50,000

Location	Coverage	Limit of Insurance
15	Public Entity Location Additional Coverages and Coverage Extensions	See Coverage Form
15	Fire Department Service Charge	$50,000
16	Public Entity Location Additional Coverages and Coverage Extensions	See Coverage Form
16	Fire Department Service Charge	$50,000
17	Public Entity Location Additional Coverages and Coverage Extensions	See Coverage Form
17	Fire Department Service Charge	$50,000
18	Public Entity Location Additional Coverages and Coverage Extensions	See Coverage Form
18	Fire Department Service Charge	$50,000
19	Public Entity Location Additional Coverages and Coverage Extensions	See Coverage Form
19	Fire Department Service Charge	$50,000
20	Public Entity Location Additional Coverages and Coverage Extensions	See Coverage Form
20	Fire Department Service Charge	$50,000
21	Public Entity Location Additional Coverages and Coverage Extensions	See Coverage Form
21	Fire Department Service Charge	$50,000
22	Public Entity Location Additional Coverages and Coverage Extensions	See Coverage Form
22	Fire Department Service Charge	$50,000
23	Public Entity Location Additional Coverages and Coverage Extensions	See Coverage Form
23	Fire Department Service Charge	$50,000
24	Public Entity Location Additional Coverages and Coverage Extensions	See Coverage Form
24	Fire Department Service Charge	$50,000
25	Public Entity Location Additional Coverages and Coverage Extensions	See Coverage Form
25	Fire Department Service Charge	$50,000
26	Public Entity Location Additional Coverages and Coverage Extensions	See Coverage Form
26	Fire Department Service Charge	$50,000
27	Public Entity Location Additional Coverages and Coverage Extensions	See Coverage Form
27	Fire Department Service Charge	$50,000

Miscellaneous Policy Level Coverages

Public Entity Line Additional Coverages and Coverage Extensions	See Coverage Form
Unreported Buildings, Structures and Outdoor Fixtures	$50,000

Equipment Breakdown Endorsement

See Coverage Form

Coverages

Expediting Expenses	$100,000
Hazardous Substances	$100,000
Perishable Goods/Spoilage	$100,000

Employers Mutual Casualty Company
Quote: BBYJ693 - Option 004
Prepared on 02/13/2025
Policy Term: 04/01/2025-04/01/2026
Valid Through: 03/30/2025

Statement of Values

Location 1
120 8TH AVE
WEST GRINNELL, IA 50112

Building 1

Description: 1 Story Frame Building
In Protection Class: 4
Occupancy: AQUATIC CENTER/FILTER HOUSE

Coverage	100% Values	Value Type
Building	$5,705,818.00	Replacement Cost
All Personal Property	$1,100.00	Replacement Cost

Building 2

Description: 1 Story Joisted Masonry - Other Than Reinforced Building
In Protection Class: 4
Occupancy: BATHHOUSE W/FENCING

Coverage	100% Values	Value Type
Building	$592,720.00	Replacement Cost

Special Class 1

In Protection Class: 4

Coverage	100% Values	Value Type
PROPERTY IN THE OPEN - SWIMMING POOL	1,000,000	Replacement Cost

Special Class 2

In Protection Class: 4

Coverage	100% Values	Value Type
PROPERTY IN THE OPEN - LAZY RIVER/SLIDE	702,347	Replacement Cost

Location 2
120 1ST AVE. WEST
HAZELWOOD CEMETARY
GRINNELL, IA 50112

Building 1

Description: 1 Story Non-Combustible - Other Than Light Steel Building
In Protection Class: 4
Occupancy: CEMETARY SHOP

Coverage	100% Values	Value Type
Building	$93,399.00	Replacement Cost

Location 3
1313 1ST AVE
GRINNELL, IA 50112

Building 1

Description: 1 Story Non-Combustible - Other Than Light Steel Building
In Protection Class: 4
Occupancy: BUILDING #1 PARKS -EQUIPMENT STORAGE

Coverage	100% Values	Value Type
Building	$409,006.00	Replacement Cost

Building 2

Description: 1 Story Frame Building
In Protection Class: 4
Occupancy: RECYCLING BUILDING

Coverage	100% Values	Value Type
Building	$108,967.00	Replacement Cost
All Personal Property	$10,000.00	Replacement Cost

Building 3

Description: 1 Story Non-Combustible - Other Than Light Steel Building
In Protection Class: 4
Occupancy: BUILDING #2/EQUIPMENT STORAGE

Coverage	100% Values	Value Type
Building	$443,300.00	Replacement Cost
All Personal Property	$10,000.00	Replacement Cost

Building 4

Description: 1 Story Non-Combustible - Other Than Light Steel Building
In Protection Class: 4
Occupancy: SALT BIN

Coverage	100% Values	Value Type
Building	$85,614.00	Replacement Cost

Building 5

Description: 1 Story Non-Combustible - Other Than Light Steel Building
In Protection Class: 4
Occupancy: BUILDING #3 PUBLIC SERVICE BUILDING

Coverage	100% Values	Value Type
Building	$1,200,150.00	Replacement Cost
All Personal Property	$75,000.00	Replacement Cost

Location 4
702 Main St
Grinnell, IA 50112-2230

Building 1

Description: 1 Story Masonry Non-Combustible - Other Than Reinforced - Light Steel - Superior Roofing Building
In Protection Class: 4
Occupancy: WATER GARAGE

Coverage	100% Values	Value Type
Building	$343,724.00	Replacement Cost
All Personal Property	$100,000.00	Replacement Cost

Building 2

Description: 1 Story Masonry Non-Combustible - Other Than Reinforced - Light Steel - Superior Roofing Building
In Protection Class: 4
Occupancy: GRINNELL WATER PLANT (1S)

Coverage	100% Values	Value Type
Building	$8,089,150.00	Replacement Cost
All Personal Property	$100,000.00	Replacement Cost

Special Class 1

In Protection Class: 4

Coverage	100% Values	Value Type
PROPERTY IN THE OPEN - CLEAR WELL, 1 MIL GAL	1,277,000	Replacement Cost

Location 5
3976 20th St
Grinnell, IA 50112-8148

Building 1

Description: 1 Story Masonry Non-Combustible - Other Than Reinforced - Other Than Light Steel Building
In Protection Class: 4Y
Occupancy: METAL SHED

Coverage	100% Values	Value Type
Building	$141,057.00	Replacement Cost

Building 2

Description: 1 Story Frame Building
In Protection Class: 4Y
Occupancy: WASTE WATER GARAGE

Coverage	100% Values	Value Type
Building	$114,970.00	Replacement Cost
All Personal Property	$110,000.00	Replacement Cost

Building 3

Description: 1 Story Masonry Non-Combustible - Other Than Reinforced - Other Than Light Steel Building
In Protection Class: 4Y
Occupancy: WASTE WATER ADMIN BUILDING

Coverage	100% Values	Value Type
Building	$2,273,843.00	Replacement Cost
All Personal Property	$56,134.00	Replacement Cost

Building 4

Description: 1 Story Masonry Non-Combustible - Other Than Reinforced - Other Than Light Steel Building
In Protection Class: 4Y
Occupancy: SLUDGE PUMP BUILDING

Building 4

Coverage	100% Values	Value Type
Building	$261,504.00	Replacement Cost
All Personal Property	$33,000.00	Replacement Cost

Building 5

Description: 1 Story Masonry Non-Combustible - Other Than Reinforced - Other Than Light Steel Building
In Protection Class: 4Y
Occupancy: HEADWORKS BUILDING

Coverage	100% Values	Value Type
Building	$2,312,961.00	Replacement Cost
All Personal Property	$3,300.00	Replacement Cost

Building 6

Description: 1 Story Masonry Non-Combustible - Other Than Reinforced - Other Than Light Steel Building
In Protection Class: 4Y
Occupancy: UV Building

Coverage	100% Values	Value Type
Building	$1,255,735.00	Replacement Cost

Building 7

Description: 1 Story Masonry Non-Combustible - Other Than Reinforced - Other Than Light Steel Building
In Protection Class: 4Y
Occupancy: Digester Building

Coverage	100% Values	Value Type
Building	$1,251,300.00	Replacement Cost

Special Class 1	**In Protection Class:** 4Y		
	Coverage	**100% Values**	**Value Type**
	PROPERY IN THE OPEN - PROCESS TANKS	3,618,140	Replacement Cost
Special Class 2	**In Protection Class:** 4Y		
	Coverage	**100% Values**	**Value Type**
	PROPERTY IN THE OPEN - FINAL CLARIFIERS	1,063,594	Replacement Cost
Special Class 3	**In Protection Class:** 4Y		
	Coverage	**100% Values**	**Value Type**
	PROPERTY IN THE OPEN - DIGESTER TANKS	1,641,545	Replacement Cost
Special Class 4	**In Protection Class:** 4Y		
	Coverage	**100% Values**	**Value Type**
	PROPERTY IN THE OPEN - GENERATOR	209,221	Replacement Cost
Special Class 5	**In Protection Class:** 4Y		
	Coverage	**100% Values**	**Value Type**
	PROPERTY IN THE OPEN - SLUDGE STORAGE TANK	595,779	Replacement Cost
Special Class 6	**In Protection Class:** 4Y		
	Coverage	**100% Values**	**Value Type**
	PROPERTY IN THE OPEN - SLUDGE STORAGE TANK	1,225,629	Replacement Cost

Special Class 7

In Protection Class: 4Y

Coverage	100% Values	Value Type
PROPERTY IN THE OPEN - FINAL CLARIFIER #1	579,244	Replacement Cost

Special Class 8

In Protection Class: 4Y

Coverage	100% Values	Value Type
PROPERTY IN THE OPEN - FINAL CLARIFIER #2	579,244	Replacement Cost

Special Class 9

In Protection Class: 4Y

Coverage	100% Values	Value Type
Property In The Open-30,000 GALLON WATER TOWER	1,755,816	Replacement Cost

Location 6
1132 NAYANZA DR./MILLER PARK
GRINNELL, IA 50112

Building 1

Description: 1 Story Frame Building
In Protection Class: 4
Occupancy: SHELTER W/RESTROOMS

Coverage	100% Values	Value Type
Building	$41,251.00	Replacement Cost

Special Class 1

In Protection Class: 4

Coverage	100% Values	Value Type
PROPERTY IN THE OPEN - PLAYGROUND EQUIPMENT	52,370	Replacement Cost

Location 7
123 PEARL STREET
GRINNELL, IA 50112

Building 1

Description: 1 Story Joisted Masonry - Other Than Reinforced Building
In Protection Class: 4
Occupancy: ARBOR W/RESTROOMS

Coverage	100% Values	Value Type
Building	$51,603.00	Replacement Cost

Special Class 1

In Protection Class: 4

Coverage	100% Values	Value Type
PROPERTY IN THE OPEN - PLAYGROUND EQUIPMENT	52,370	Replacement Cost

Location 8
1607 West St S
Grinnell, IA 50112-8105

Building 1

Description: 1 Story Non-Combustible - Light Steel Building
In Protection Class: 4
Occupancy: AIRPORT TERMINAL

Coverage	100% Values	Value Type
Building	$1,501,960.00	Replacement Cost
All Personal Property	$11,000.00	Replacement Cost

Building 2

Description: 1 Story Non-Combustible - Other Than Light Steel Building
In Protection Class: 4
Occupancy: HANGAR, 6 STALL

Coverage	100% Values	Value Type
Building	$464,199.00	Replacement Cost

Building 3

Description: 1 Story Non-Combustible - Other Than Light Steel Building
In Protection Class: 4
Occupancy: GTE HANGAR

Coverage	100% Values	Value Type
Building	$1,192,128.00	Replacement Cost

Building 4

Description: 1 Story Masonry Non-Combustible - Other Than Reinforced - Other Than Light Steel Building
In Protection Class: 4
Occupancy: LIFT STATION - FARMHAND

Coverage	100% Values	Value Type
Building	$249,064.00	Replacement Cost

Building 5

Description: 1 Story Non-Combustible - Other Than Light Steel Building
In Protection Class: 4
Occupancy: HANGAR 8 STALL

Coverage	100% Values	Value Type
Building	$605,166.00	Replacement Cost

Building 6

Description: 1 Story Frame Building
In Protection Class: 4
Occupancy: AIRPORT SNOW REMOVAL EQUIPMENT BUILDING

Coverage	100% Values	Value Type
Building	$388,252.00	Replacement Cost

Building 7

Description: 1 Story Frame Building
In Protection Class: 4
Occupancy: HINK BUILDING - AIRPORT TERMINAL

Coverage	100% Values	Value Type
Building	$1,188,789.00	Replacement Cost

Location 9
801 11TH AVE/MERRILL PARK
GRINNELL, IA 50112

Building 1

Description: 1 Story Frame Building
In Protection Class: 4
Occupancy: RESTROOMS, WEST

Coverage	100% Values	Value Type
Building	$41,251.00	Replacement Cost

Building 2

Description: 1 Story Frame Building
In Protection Class: 4
Occupancy: EAST SHELTER

Coverage	100% Values	Value Type
Building	$18,695.00	Replacement Cost

Special Class 1

In Protection Class: 4

Coverage	100% Values	Value Type
PROPERTY IN THE OPEN - PLAYGROUND EQUIPMENT	112,581	Replacement Cost

Location 10
920 4TH AVE/CENTRAL PARK
GRINNELL, IA 50112

Building 1

Description: 1 Story Frame Building
In Protection Class: 4
Occupancy: GAZEBO

Coverage	100% Values	Value Type
Building	$65,427.00	Replacement Cost

Building 2

Description: 1 Story Masonry Non-Combustible - Other Than Reinforced - Other Than Light Steel Building
In Protection Class: 4
Occupancy: SHELTER HOUSE/RESTROOM/PAVILLION

Coverage	100% Values	Value Type
Building	$1,009,949.00	Replacement Cost

Building 3

Description: 1 Story Masonry Non-Combustible - Other Than Reinforced - Other Than Light Steel Building
In Protection Class: 4
Occupancy: STAGE

Coverage	100% Values	Value Type
Building	$780,568.00	Replacement Cost

Special Class 1

In Protection Class: 4

Coverage	100% Values	Value Type
PROPERTY IN THE OPEN - WATER FEATURE/FOUNTAIN	303,744	Replacement Cost

Special Class 2

In Protection Class: 4

Coverage	100% Values	Value Type
PROPERTY IN THE OPEN - PLAYGROUND EQUIPMENT ESTIMATE INCLUDING RUBBER MULCH	301,125	Replacement Cost

Location 11
220 8TH AVE WEST/LIONS PARK
GRINNELL, IA 50112

Building 1

Description: 1 Story Frame Building
In Protection Class: 4
Occupancy: SHELTER

Coverage	100% Values	Value Type
Building	$19,638.00	Replacement Cost

Special Class 1

In Protection Class: 4

Coverage	100% Values	Value Type
PROPERTY IN THE OPEN - PLAYGROUND EQUIPMENT	78,554	Replacement Cost

Location 12
304 1ST AVE/THOMAZIN PARK
GRINNELL, IA 50112

Special Class 1

In Protection Class: 4

Coverage	100% Values	Value Type
PROPERTY IN THE OPEN - PLAYGROUND EQUIPMENT	52,370	Replacement Cost

Location 13
340 16TH STREET
GRINNELL, IA 50112

Special Class 1

In Protection Class: 4

Coverage	100% Values	Value Type
PROPERTY IN THE OPEN - PLAYGROUND EQUIPMENT	52,370	Replacement Cost

Location 14
720 SUMMER ST/SUMMER ST. PARK
GRINNELL, IA 50112

Building 1

Description: 1 Story Joisted Masonry - Other Than Reinforced Building
In Protection Class: 4
Occupancy: SHELTER

Coverage	100% Values	Value Type
Building	$19,638.00	Replacement Cost

Special Class 1

In Protection Class: 4

Coverage	100% Values	Value Type
PROPERTY IN THE OPEN - PLAYGROUND EQUIPMENT	52,370	Replacement Cost

Location 15
80 301 16TH AVE
GRINNELL, IA 50112

Building 1

Description: 1 Story Masonry Non-Combustible - Other Than Reinforced - Other Than Light Steel Building
In Protection Class: 4
Occupancy: LIFT STATION -NW

Coverage	100% Values	Value Type
Building	$458,235.00	Replacement Cost

Location 16
33 I-80
GRINNELL, IA 50112

Building 1

Description: 1 Story Masonry Non-Combustible - Other Than Reinforced - Other Than Light Steel Building
In Protection Class: 10
Occupancy: LIFT STATION

Coverage	100% Values	Value Type
Building	$60,093.00	Replacement Cost

Location 18
320 HIGH STREET
GRINNELL, IA 50112

Special Class 1

In Protection Class: 4

Coverage	100% Values	Value Type
PROPERTY IN THE OPEN - WELL PUMP #9	311,073	Replacement Cost

Location 19
1515 1ST AVE
GRINNELL, IA 50112

Special Class 1

In Protection Class: 4

Coverage	100% Values	Value Type
PROPERTY IN THE OPEN - WELL PUMP #8	186,072	Replacement Cost

Location 20
624 WEST STREET
GRINNELL, IA 50112

Special Class 1

In Protection Class: 4

Coverage	100% Values	Value Type
PROPERTY IN THE OPEN - WELL PUMP #7	186,118	Replacement Cost

Location 21
1500 PENROSE ST
GRINNELL, IA 50112

Building 1

Description: 1 Story Frame Building
In Protection Class: 4
Occupancy: GRINNELL ATHLETIC AND REC CENTER

Coverage	100% Values	Value Type
All Personal Property	$10,000.00	Replacement Cost

Location 22
1020 Spring St
Grinnell, IA 50112-1943

Building 1

Description: 1 Story Joisted Masonry - Other Than Reinforced Building
In Protection Class: 4
Occupancy: City Of Grinnell

Coverage	100% Values	Value Type
Building	$7,432,566.00	Replacement Cost
All Personal Property	$500,000.00	Replacement Cost

Location 23
55 930 PARK ST./DRAKE COMMUNITY LIBRARY
GRINNELL, IA 50112

Building 1

Description: 1 Story Joisted Masonry - Other Than Reinforced Building
In Protection Class: 4
Occupancy: LIBRARY W/GEOTHERMAN HEATING SYSTEM

Coverage	100% Values	Value Type
Building	$10,328,339.00	Replacement Cost
All Personal Property	$2,000,000.00	Replacement Cost

Location 24
1220 Prairie St
Grinnell, IA 50112

Building 1

Description: 1 Story Joisted Masonry - Other Than Reinforced Building
In Protection Class: 4
Occupancy: SHELTERS W/RESTROOMS

Coverage	100% Values	Value Type
Building	$30,646.00	Replacement Cost

Special Class 1

In Protection Class: 4

Coverage	100% Values	Value Type
PROPERTY IN THE OPEN - BAILEY PARK/SKATE PARK	67,805	Replacement Cost

Location 25
1513-1515 FIRST AVE
GRINNELL, IA 50112

Building 1

Description: 1 Story Masonry Non-Combustible - Other Than Reinforced - Other Than Light Steel Building
In Protection Class: 4
Occupancy: LIFT STATION SE

Coverage	100% Values	Value Type
Building	$570,164.00	Replacement Cost

Building 2

Description: 1 Story Frame Building
In Protection Class: 4
Occupancy: #8 WELL/GARAGE

Coverage	100% Values	Value Type
Building	$20,426.00	Replacement Cost
All Personal Property	$82,500.00	Replacement Cost

Location 26
1520 14th Ave
Grinnell, IA 50112

Building 1

Description: 1 Story Non-Combustible - Other Than Light Steel Building
In Protection Class: 4
Occupancy: Lift Station 14th Ave

Coverage	100% Values	Value Type
Building	$76,228.00	Replacement Cost

Location 27
4/12 Melrose
Grinnell, IA 50112

Building 1

Description: 1 Story Non-Combustible - Other Than Light Steel Building
In Protection Class: 4
Occupancy: Lift Station - Melrose

Coverage	100% Values	Value Type
Building	$76,228.00	Replacement Cost

Total Building	$51,373,721.00 RC
Total Personal Property	$3,102,034.00 RC
Total Property in the Open	$16,056,481.00 RC
Combined Total	**$70,532,236.00**

1. Values shown must be 100% actual cash value or replacement cost and should reflect coverage basis for each item of buildings, personal property or both.
2. Value shall be submitted to insurance company, subject to its acceptance.
3. Nothing contained in these instructions shall be construed as changing in any manner the conditions of this policy.
4. The company may require this statement of values to be signed by the insured or in the case of firms, by a partner or an officer.

All values submitted are correct to the best of my knowledge and belief.

Signed: ____

Title: ______________________ Date: ______________

CONDITIONAL

Union Insurance Company of Providence
Quote: BBYJ692 - Option 004
Prepared on 02/13/2025
Policy Term: 04/01/2025-04/01/2026
Valid Through: 03/30/2025

General Liability Summary Proposal

Prepared For	Presented By
CITY OF GRINNELL 520 4TH AVE GRINNELL, IA 50112-1947 DIRECT BILL	NORTH RISK PARTNERS, LLC 1045 76TH ST STE 4000 WEST DES MOINES, IA 50266-5841 AGENT NO. A5528 AGENT PHONE: 515-327-8450 CLAIM REPORTING: 888-362-2255 SERVICING CARRIER: 515-280-2604

Limits of Insurance

Each Occurrence Limit	$2,000,000
Damage To Premises Rented To You Limit	$500,000 (any one premises)
Medical Expense Limit	$10,000 (any one person)
Personal and Advertising Injury Limit	$2,000,000 (any one person or organization)
General Aggregate Limit	$4,000,000
Products/Completed Operations Aggregate Limit	$4,000,000

Coverages Provided

Other Than Products/Completed Operations	$69,381.00
Total Estimated Policy Premium	**$69,381.00**

See attached schedule for location of all premises owned, rented or occupied.

Forms Applicable

CG0001(04/13), CG0069(12/23), CG0206(10/14), CG0300(01/96), CG2034(12/19), CG2106(12/23), CG2135(10/01), CG2147(12/07), CG2156(04/13), CG2170(01/15), CG2176(01/15), CG2250(04/13), CG2251(07/98), CG2256(07/98), CG2264(04/13), CG2274(10/01), CG2276(04/13), CG2409(07/98), CG2417(10/01), CG4032(05/23), CG4035(12/23), CG7001A(10/12), CG7003(10/13), CG7108(12/04), CG7117(10/01), CG7170.2(10/08), CG7170(10/08), CG7428(11/98), CG7431(01/18), CG7456(10/13), CG7489(10/19), CG7551(10/19), CG7626.2(10/08), CG7640(10/13), CG7647(09/09), CG7661(10/13), CG7664(10/19), CG7698(01/24), CG7725(10/19), CG7748(10/22), CG8318(12/23), CG9909(12/19), IL0017(11/98), IL0021(09/08), IL0276(09/08), IL7004(03/20), IL7131A(04/01), IL7168(01/22), IL8383.2A(12/20), IL8384A(01/08), IL8576(10/17)

Audit Period: Annual

General Liability Summary Proposal

Endorsement Schedule

Form	Edition Date	Description/Additional Information	Premium
CG 00 01	04 13	Commercial General Liability Coverage Form	
CG 00 69	12 23	Exclusion - Violation of Law Addressing Data Privacy	
CG 02 06	10 14	Iowa Changes - Notice Of Cancellation For Contractors	
CG 03 00	01 96	Deductible Liability Insurance	
CG 20 34	12 19	Additional Insured - Lessor Of Leased Equipment - Automatic Status When Required In Lease Agreement With You	
CG 21 06	12 23	Exclusion- Access or Disclosure of Confidential or Personal Material or Information	
CG 21 35	10 01	Exclusion - Coverage C - Medical Payments Location 1 Description of Premises or Classification - SKATEBOARD/IN-LINE SKATING PARKS	
CG 21 47	12 07	Employment-Related Practices Exclusion	
CG 21 56	04 13	Exclusion - Funeral Services	
CG 21 70	01 15	Cap On Losses From Certified Acts Of Terrorism	
CG 21 76	01 15	Exclusion Of Punitive Damages Related To A Certified Act Of Terrorism	
CG 22 50	04 13	Exclusion - Failure To Supply	
CG 22 51	07 98	Exclusion - Law Enforcement Activities	
CG 22 56	07 98	Exclusion - Injury To Volunteer Firefighters	

Form	Edition Date	Description/Additional Information	Premium
CG 22 64	04 13	Pesticide Or Herbicide Applicator - Limited Pollution Coverage Description Of Operations - GOVERNMENTAL ENTITY	
CG 22 74	10 01	Limited Contractual Liability Coverage For Personal And Advertising Injury Designated Contract Or Agreement - UNSCHEDULED/UNDESIGNATED	
CG 22 76	04 13	Professional Liability Exclusion - Health Or Exercise Clubs Or Commercially Operated Health Or Exercise Facilities	
CG 24 09	07 98	Governmental Subdivisions	
CG 24 17	10 01	Contractual Liability - Railroads Scheduled Railroad - UNSCHEDULED/UNDESIGNATED	
CG 40 32	05 23	Exclusion-Perfluoroalkyl and Polyfluoroalkyl Substances	
CG 40 35	12 23	Exclusion - Cyber Incident	
CG 70 01A	10 12	General Liability Schedule	
CG 70 03	10 13	GL Quick Reference (Occurrence)	
CG 71 08	12 04	Indemnification For Criminal Defense Attorneys Fees	
CG 71 17	10 01	Tort Liability Of Governmental Subdivisions-Iowa	
CG 71 70	10 08	Prior Injury/Damage Endorsement Retroactive Date 04/01/2020	
CG 71 70.2	10 08	Prior Injury/Damage Endorsement Employee Benefits Liability Retroactive Date 04/01/2020	

Form	Edition Date	Description/Additional Information	Premium
CG 74 28	11 98	Amendment - Aggregate Limits Of Insurance (Per Location)	
CG 74 31	01 18	Limited Exception For The Pollution Exclusion	
CG 74 56	10 13	Amendment Of Liquor Liability Exclusion	
CG 74 89	10 19	Anti-Skid Material Storage And Application	
CG 75 51	10 19	Abuse Or Molestation Liability	
CG 76 26.2	10 08	Employee Benefits Liability Coverage Each Employee Limit $2,000,000 Aggregate Limit $4,000,000 Each Employee Deductible $1,000	
CG 76 40	10 13	Municipal Liability Endorsement	
CG 76 47	09 09	Additional Insured - Iowa Statewide Mutual Aid Compact	
CG 76 61	10 13	Emergency Medical Services Personnel Description And Location(s) Of Operation(s) - EMT	
CG 76 64	10 19	Pollution Exclusion - Limited Exception For Swimming Pools Each Occurrence Limit - $2,000,000 Annual Aggregate Limit - $4,000,000	
CG 76 98	01 24	General Liability Municipalities Elite Extension	
CG 77 25	10 19	Pollution Exclusion - Limited Exception For Water And Wastewater Treatment Plants Each Occurrence Limit - $2,000,000 Annual Aggregate Limit - $4,000,000	
CG 77 48	10 22	Cannabis Exclusion With Limited Exception For Retail Sales Of CBD Products And Hemp Exception	

Form	Edition Date	Description/Additional Information	Premium
CG 83 18	12 23	Cyber Incident and Data Privacy Exclusion Endorsement Advisory Notice to Policyholders	
CG 99 09	12 19	Premium Audit Noncompliance Charge Audit Noncompliance Charge Factor 1 Number of Written Attempts To Obtain Audit Information 2 Reassessment Charge 0	
IL 00 17	11 98	Common Policy Conditions	
IL 00 21	09 08	Nuclear Energy Liability Exclusion Endorsement	
IL 02 76	09 08	Iowa Changes - Cancellation And Nonrenewal	
IL 70 04	03 20	Mutual Policy Provisions	
IL 71 31A	04 01	Commercial Policy Endorsement Schedule	
IL 71 68	01 22	Asbestos Exclusion	
IL 83 83.2A	12 20	Disclosure Pursuant To Terrorism Risk Insurance Act	$551.00
IL 83 84A	01 08	Notice	
IL 85 76	10 17	Important Notice To Policyholders	

T E R R O R I S M   N O T I C E

THIS INSURANCE MAY INCLUDE COVERAGE FOR CERTIFIED ACTS OF TERRORISM AS DEFINED IN THE TERRORISM RISK INSURANCE ACT, AS AMENDED.

ATTACHED YOU WILL FIND A DISCLOSURE, WHICH IDENTIFIES THE SPECIFIC CHARGE FOR CERTIFIED ACTS OF TERRORISM.

YOU MAY HAVE THE OPTION TO REJECT THIS TERRORISM COVERAGE

FOR ADDITIONAL INFORMATION, PLEASE CONTACT YOUR AGENT

This endorsement is attached to and made part of your policy in response to the disclosure requirements of the Terrorism Risk Insurance Act. This endorsement does not grant any coverage or change the terms and conditions of any coverage under the policy.

Disclosure Pursuant to Terrorism Risk Insurance Act

Schedule

Terrorism Premium (Certified Acts)	$551.00

A. Disclosure Of Premium:
In accordance with the federal Terrorism Risk Insurance Act, we are required to provide you with a notice disclosing the portion of your premium, if any, attributable to coverage for terrorism acts certified under the Terrorism Risk Insurance Act. The portion of your premium attributable to such coverage is shown in the Schedule of this endorsement or in the policy Declarations.

B. Disclosure Of Federal Participation In Payment Of Terrorism Losses:
The United States Government, Department of the Treasury, will pay a share of terrorism losses insured under the federal program. The federal share equals 80% of that portion of the amount of such insured losses that exceeds the applicable insurer retention. However, if aggregate insured losses attributable to terrorist acts certified under the Terrorism Risk Insurance Act exceed $100 billion in a calendar year, the Treasury shall not make any payment for any portion of the amount of such losses that exceeds $100 billion.

C. Cap On Insurer Participation In Payment Of Terrorism Losses:
If aggregate insured losses attributable to terrorist acts certified under the Terrorism Risk Insurance Act exceed $100 billion in a calendar year and we have met our insurer deductible under the Terrorism Risk Insurance Act, we shall not be liable for the payment of any portion of the amount of such losses that exceeds $100 billion, and in such case insured losses up to that amount are subject to pro rate allocations in accordance with the procedures established by the Secretary of the Treasury.

The following statement is required fo be part of the disclosure notice in MISSOURI:
The premium above is for certain losses resulting from certified acts of terrorism as covered pursuant to coverage provisions, limitations and exclusions in this policy. You should read the definition in your policy carefully, but generally speaking, "certified" acts of terrorism are acts that exceed $5 million in aggregate losses to the insurance industry and which are subsequently declared by the U.S. Secretary of Treasury as a certified terrorist act under the Terrorism Risk Insurance Act. Some losses resulting from certified acts of terrorism are not covered. Read your policy and endorsements carefully.

INSURANCE

Union Insurance Company of Providence
Quote: BBYJ692 - Option 004
Prepared on 02/13/2025
Policy Term: 04/01/2025-04/01/2026
Valid Through: 03/30/2025

General Liability Summary Proposal

Code No./Exposure/Classification	Products/ Compl Ops Rate	Products/ Compl Ops Advance Prem	All Other Rate	All Other Advance Prem
Location 000				
Abuse Or Molestation Liability				$135
Amendment - Aggregate Limits Of Insurance (Per Location)				$487
Lessor Of Leased Equipment - Automatic Status When Required In Lease Agreement With You - CG 20 34				$50
Pesticide Or Herbicide Applicator - Limited Pollution				$2,435
Location IA				
Limited Exception For The Pollution Exclusion				$250
Pollution Exclusion - Limited Exception For Swimming Pools				$350
Pollution Exclusion - Limited Exception For Water and Wastewater Treatment Plants				$350
Prior Injury/Damage Endorsement				$14,611
Location 001				
Emergency Medical Services Personnel				$258
41604 Cemeteries - Not-For-Profit only Prem Basis: Acres Exposure: 85 $25,000 Deductible Applies To BI PD Per Occurrence For All Other Products/Completed Operations are subject to the General Aggregate Limit			9.123	$775

Code No./Exposure/Classification	Products/ Compl Ops Rate	Products/ Compl Ops Advance Prem	All Other Rate	All Other Advance Prem
44315 Health or Exercise Facilities - commercially operated Prem Basis: Gross Sales Exposure: $136,092 $25,000 Deductible Applies To BI PD Per Occurrence For All Other Products/Completed Operations are subject to the General Aggregate Limit			5.149	$701
48924 Swimming Pools - commercially operated Prem Basis: Gross Sales Exposure: $127,412 $25,000 Deductible Applies To BI PD Per Occurrence For All Other Products/Completed Operations are subject to the General Aggregate Limit			16.792	$2,139
87525 Town Liability - Premises/Operations In Progress Including Work Subcontracted To Others - Population 7,501 - 10,000 Prem Basis: Per Capita Exposure: 9,564 $25,000 Deductible Applies To BI PD Per Occurrence For All Other Including Products/Completed Operations unless Otherwise Excluded			3.954	$37,819
87658 Waterslides Prem Basis: Each Exposure: 2 $25,000 Deductible Applies To BI PD Per Occurrence For All Other			114.660	$229

Code No./Exposure/Classification	Products/ Compl Ops Rate	Products/ Compl Ops Advance Prem	All Other Rate	All Other Advance Prem
89035 Skateboard Parks Prem Basis: Each Exposure: If Any $25,000 Deductible Applies To BI PD Per Occurrence For All Other			0.735	$0
95233 Garbage, Ash or Refuse Collecting Prem Basis: Payroll Exposure: $567,121 $25,000 Deductible Applies To BI PD Per Occurrence For All Other Products/Completed Operations are subject to the General Aggregate Limit			4.683	$2,656
99943 Water Companies Prem Basis: Payroll Exposure: $372,347 $25,000 Deductible Applies To BI PD Per Occurrence For All Other Products/Completed Operations are subject to the General Aggregate Limit			11.777	$4,385

Policy Level Coverages

Coverages	Limit of Insurance	Premium
General Liability Elite Extension		$1,200
Premium For Certified Acts of Terrorism		$551.00
Total Estimated Policy Premium		**$69,381.00**

Location of All Premises Owned, Rented or Occupied

Rated Locations	
Location 1	120 8TH AVE WEST GRINNELL, IA 50112

CONDITIONAL

EMCASCO INSURANCE COMPANY QUOTE NUMBER: E014719-19

QUOTATION - BUSINESS AUTO POLICY

QUOTATION IS VALID: FROM 02/12/25 TO 04/01/25
PROPOSED POLICY PERIOD: FROM 04/01/25 TO 04/01/26

PREPARED FOR	PRESENTED BY
CITY OF GRINNELL 520 4TH AVE GRINNELL IA 50112-1947	NORTH RISK PARTNERS, LLC 1045 76TH ST STE 4000 WEST DES MOINES IA 50266-5841

AGENT: BA 5528
AGENT PHONE: (515)327-8450

INSURED IS: MUNICIPALITY BUSINESS DESC: MUNICIPALITY

COVERAGES	COV AUTOS	LIMITS/DEDUCTIBLES	PREMIUM
COVERED AUTOS LIABILITY	01	$ 2,000,000	$ 19,794.00
AUTO MEDICAL PAYMENTS	02	$ 5,000 EACH INSURED	407.00
UNINSURED MOTORISTS	02	SEE ENDORSEMENT CA7093A	478.00
UNDERINSURED MOTORISTS	02	SEE ENDORSEMENT CA7093A	2,504.00
PHYSICAL DAMAGE COVERAGE			
COMPREHENSIVE	02 08		4,922.00
COLLISION	02 08		4,931.00
HIRED OR BORROWED AUTO			168.00
NON-OWNERSHIP LIABILITY	EMPLOYEES: 26 - 100		442.00
		PREMIUM FOR ENDORSEMENTS	$ 3,478.00
		ESTIMATED TOTAL POLICY PREMIUM	$ 37,124.00

AS QUOTED ON: 02/12/25 (BPP)

C O M M E R C I A L A U T O P O L I C Y Q U O T E

ENDORSEMENT SCHEDULE

FORM	EDITION DATE	DESCRIPTION/ADDITIONAL INFORMATION	PREMIUM
*CA0001	11-20	BUSINESS AUTO COVERAGE FORM	
		TERRORISM COVG INCL IN MAIN COV FORM	$ 49
*CA0160	10-13	IOWA CHANGES	
*CA2015	11-20	MOBILE EQUIPMENT	
*CA2018	10-13	PROFESSIONAL SERVICES NOT COVERED	
*CA2054	11-20	EMPLOYEE HIRED AUTOS	
*CA2070	10-13	COV FOR CERTAIN OPERATIONS RAILROAD SCHEDULED RAILROAD AND DESIGNATED JOB SITE: UNSCHEDULED/UNDESIGNATED	
*CA2112	10-13	IA UNINSURED/UNDERINSURED MOT COV	
*CA7001A	02-22	COMM AUTO DECLARATIONS/ADDIT'L ITEMS	
*CA7002A	02-22	COMM AUTO DECLARATIONS - ITEMS 4 & 5	
*CA7007	11-20	QUICK REFERENCE BUSINESS AUTO FORM	
*CA7093A	02-22	UM/UIM SUPPLEMENTAL SCHEDULE	
*CA7201	02-22	STATED AMOUNT INSURANCE	
*CA7203	02-22	PHYSICAL DAMAGE FLEET COVER APPLIES TO: (LIST COVERAGES) COMPREHENSIVE AND COLLISION COVERAGES	
*CA7209	07-97	TORT LIAB OF GOVERMENTAL SUBDIV - IA	
*CA7302	11-15	PRIOR INJURY/DAMAGE ENDORSEMENT RETROACTIVE DATE 04/01/2020	
*CA7312	11-15	RENTAL VEHICLE EXTENSIONS	
*CA7313	11-15	PREJUDGMENT INTEREST	
*CA7492	09-24	COMML AUTO ELITE EXT MUNI &/OR FIRE	
*CA8336	11-19	IMPORTANT NOTICE TO POLICYHOLDERS	
*CA8338	11-19	ADVISORY NOTICE TO POLICYHOLDERS	
*CA9903	10-13	AUTO MEDICAL PAYMENTS COVERAGE	
*CA9928	11-20	STATED AMOUNT INSURANCE DESCRIPTION OF COVERED AUTO/COVERAGE LIMIT OF INSURANCE	
*IL0017	11-98	COMMON POLICY CONDITIONS	
*IL0021	09-08	NUCLEAR ENERGY LIAB EXCL/BROAD FORM	
*IL0276	09-08	IA CHANGES - CANCELLATION/NONRENEWAL	
*IL7004	03-20	MUTUAL POLICY PROVISIONS	
*IL7131A	04-01	COMM'L POLICY ENDORSEMENT SCHEDULE	
*IL8576	10-17	MEDICARE IMPT NOTICE TO POLICYHOLDER	

AS QUOTED ON: 02/12/25

CONDITIONAL

EMCASCO INSURANCE COMPANY QUOTE NUMBER E014719-19
CITY OF GRINNELL EFF DATE: 04/01/25 EXP DATE: 04/01/26

COMMERCIAL AUTO DECLARATIONS - BUSINESS AUTO COVERAGE FORM

SUPPLEMENTARY SCHEDULE
ITEM TWO - UNINSURED MOTORISTS COVERAGE AND UNDERINSURED MOTORISTS COVERAGE

THE LIMIT OF INSURANCE FOR THE COVERAGE SHOWN BELOW IS THE LIMIT OF INSURANCE SHOWN FOR THE STATE WHERE A COVERED 'AUTO' IS PRINCIPALLY GARAGED. REFER TO THE SPECIFIC COVERAGE ENDORSEMENT FOR THE DESCRIPTION OF THE COVERAGE PROVIDED FOR EACH STATE LISTED BELOW.

COVERAGE
UNINSURED MOTORISTS LIMIT OF INSURANCE

ST	"BODILY INJURY" AND "PROPERTY DAMAGE" COMBINED SINGLE LIMIT	"BODILY INJURY" EACH PERSON EACH "ACCIDENT"	"BODILY INJURY" EACH "ACCIDENT"	"PROPERTY DAMAGE" EACH "ACCIDENT"
IA			$ 1,000,000	

UNDERINSURED MOTORISTS LIMIT OF INSURANCE
(WHEN NOT INCLUDED IN UNINSURED MOTORISTS COVERAGE)

ST	"BODILY INJURY" AND "PROPERTY DAMAGE" COMBINED SINGLE LIMIT	"BODILY INJURY" EACH PERSON EACH "ACCIDENT"	"BODILY INJURY" EACH "ACCIDENT"	"PROPERTY DAMAGE" EACH "ACCIDENT"
IA			$ 1,000,000	

AS QUOTED ON: 02/12/25 (BPP)

emc INSURANCE

CONDITIONAL

EMCASCO INSURANCE COMPANY QUOTE NUMBER E014719-19
CITY OF GRINNELL EFF DATE: 04/01/25 EXP DATE: 04/01/26

COMMERCIAL AUTO DECLARATIONS - BUSINESS AUTO

ITEM THREE - SCHEDULE OF COVERED AUTOS YOU OWN

****

COVERED AUTO DESCRIPTION / COVERAGE	.	PREMIUM

****

LOC: 001 3976 20TH ST
GRINNELL IA. 50112

VEH NO 1 TERR: 123 .
2024 CHEVROLET SILVERADO ID NO 1GC3YLE70RF248403.
ADDITIONAL INFORMATION:
COST NEW: 56815 RADIUS: LOCAL USE: SERVICE .
AGE: LIAB-2 PHYS-2 .
MEDIUM TRUCK CLASS: 21499 .

COVERED AUTOS LIABILITY	.$	372.00
AUTO MEDICAL PAYMENTS	.	7.00
UNINSURED MOTORISTS	.	INCLUDED
UNDERINSURED MOTORISTS	.	INCLUDED
COMPREHENSIVE ACV 10000 DED	.	105.00

$10000 DEDUCTIBLE FOR ALL PERILS FOR EACH COVERED AUTO
(A MAXIMUM DEDUCTIBLE MAY ALSO APPLY REFER TO COVERAGE FORM
FOR DETAILS.)

SEE ITEM FOUR FOR HIRED OR BORROWED AUTOS

COLLISION ACV 10000 DED	.	148.00
TOTAL VEHICLE PREMIUM	.$	689.00

- -

LOC: 002 520 4TH AVE
GRINNELL IA. 50112-1947

VEH NO 2 TERR: 123 .
2019 FORD RANGER ID NO 1FTER1FH5KLA88088.
ADDITIONAL INFORMATION:
COST NEW: 31940 RADIUS: LOCAL USE: SERVICE .
AGE: LIAB-B PHYS-B .
LIGHT TRUCK CLASS: 01499 .

COVERED AUTOS LIABILITY	.$	332.00
AUTO MEDICAL PAYMENTS	.	7.00
UNINSURED MOTORISTS	.	INCLUDED
UNDERINSURED MOTORISTS	.	INCLUDED
COMPREHENSIVE ACV 10000 DED	.	34.00

$10000 DEDUCTIBLE FOR ALL PERILS FOR EACH COVERED AUTO
(A MAXIMUM DEDUCTIBLE MAY ALSO APPLY REFER TO COVERAGE FORM
FOR DETAILS.)

SEE ITEM FOUR FOR HIRED OR BORROWED AUTOS

COLLISION ACV 10000 DED	.	58.00
TOTAL VEHICLE PREMIUM	.$	488.00

- -

AS QUOTED ON: 02/12/25 (BPP)

CONDITIONAL


```
LOC: 003   702 MAIN ST
           GRINNELL  IA.  50112

VEH NO   3   TERR: 123                                       .
2007 INT'L        7400                ID NO 1HTWGAZT57J402967.
ADDITIONAL INFORMATION:
COST NEW:  252624  RADIUS:     LOCAL     USE: COMMERCIAL      .
AGE: LIAB-N  PHYS-N                                           .
HEAVY TRUCK                CLASS: 33499                       .
      COVERED AUTOS LIABILITY                                .$      462.00
      AUTO MEDICAL PAYMENTS                                  .         8.00
      UNINSURED MOTORISTS                                    .     INCLUDED
      UNDERINSURED MOTORISTS                                 .     INCLUDED
      COMPREHENSIVE          ACV           10000 DED         .        56.00
      $10000 DEDUCTIBLE FOR ALL PERILS FOR EACH COVERED AUTO
      (A MAXIMUM DEDUCTIBLE MAY ALSO APPLY REFER TO COVERAGE FORM
      FOR DETAILS.)


SEE ITEM FOUR FOR HIRED OR BORROWED AUTOS

      COLLISION              ACV           10000 DED         .       181.00
                                       TOTAL VEHICLE PREMIUM .$      764.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
VEH NO   4   TERR: 123                                       .
2005 TRAILER      W/GENERATO            ID NO 9953           .
ADDITIONAL INFORMATION:
COST NEW:   20400  RADIUS:     LOCAL     USE:     NA          .
AGE: LIAB-Q  PHYS-Q                                           .
TRAILER                    CLASS: 68499                       .
      COVERED AUTOS LIABILITY                                .$       30.00
      COMPREHENSIVE          ACV           10000 DED         .        27.00
      $10000 DEDUCTIBLE FOR ALL PERILS FOR EACH COVERED AUTO
      (A MAXIMUM DEDUCTIBLE MAY ALSO APPLY REFER TO COVERAGE FORM
      FOR DETAILS.)


SEE ITEM FOUR FOR HIRED OR BORROWED AUTOS

      COLLISION              ACV           10000 DED         .        46.00
                                       TOTAL VEHICLE PREMIUM .$      103.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
VEH NO   5   TERR: 123                                       .
1992 TRAILER      W/LARGE               ID NO                .
ADDITIONAL INFORMATION: GENERATOR
COST NEW:  140000  RADIUS:     LOCAL     USE:     NA          .
AGE: LIAB-Z  PHYS-Z                                           .
TRAILER                    CLASS: 68499                       .
      COVERED AUTOS LIABILITY                                .$       48.00
```

AS QUOTED ON: 02/12/25 (BPP)

```
      COMPREHENSIVE          ACV            10000 DED          .        27.00
      $10000 DEDUCTIBLE FOR ALL PERILS FOR EACH COVERED AUTO
      (A MAXIMUM DEDUCTIBLE MAY ALSO APPLY REFER TO COVERAGE FORM
      FOR DETAILS.)

SEE ITEM FOUR FOR HIRED OR BORROWED AUTOS

      COLLISION              ACV            10000 DED          .       159.00
                                       TOTAL VEHICLE PREMIUM   .$      234.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
VEH NO   6   TERR: 123                                         .
2023 GMC          SIERRA 250            ID NO 1GD19LE79PF188828.
ADDITIONAL INFORMATION:
COST NEW:    61000  RADIUS:     LOCAL     USE:  SERVICE        .
AGE: LIAB-3  PHYS-3                                            .
LIGHT TRUCK               CLASS: 01499                         .
      COVERED AUTOS LIABILITY                                  .$      378.00
      AUTO MEDICAL PAYMENTS                                    .         7.00
      UNINSURED MOTORISTS                                      .     INCLUDED
      UNDERINSURED MOTORISTS                                   .     INCLUDED
      COMPREHENSIVE          ACV            10000 DED          .       102.00
      $10000 DEDUCTIBLE FOR ALL PERILS FOR EACH COVERED AUTO
      (A MAXIMUM DEDUCTIBLE MAY ALSO APPLY REFER TO COVERAGE FORM
      FOR DETAILS.)

SEE ITEM FOUR FOR HIRED OR BORROWED AUTOS

      COLLISION              ACV            10000 DED          .       136.00
                                       TOTAL VEHICLE PREMIUM   .$      680.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
VEH NO   7   TERR: 123                                         .
2023 CHEVROLET    SILVERADO  1500       ID NO 3GCPDPEK3PG162896.
ADDITIONAL INFORMATION:
COST NEW:    32245  RADIUS:     LOCAL     USE:  SERVICE        .
AGE: LIAB-3  PHYS-3                                            .
LIGHT TRUCK               CLASS: 01499                         .
      COVERED AUTOS LIABILITY                                  .$      347.00
      AUTO MEDICAL PAYMENTS                                    .         7.00
      UNINSURED MOTORISTS                                      .     INCLUDED
      UNDERINSURED MOTORISTS                                   .     INCLUDED
```

```
      COMPREHENSIVE          ACV            10000 DED          .        53.00
      $10000 DEDUCTIBLE FOR ALL PERILS FOR EACH COVERED AUTO
      (A MAXIMUM DEDUCTIBLE MAY ALSO APPLY REFER TO COVERAGE FORM
      FOR DETAILS.)

SEE ITEM FOUR FOR HIRED OR BORROWED AUTOS

      COLLISION              ACV            10000 DED          .        91.00
                                       TOTAL VEHICLE PREMIUM   .$      555.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
VEH NO   8   TERR: 123                                         .
2024 CHEVROLET    SILVERADO             ID NO 1GC3YLE74RF248288.
ADDITIONAL INFORMATION:
COST NEW:   56815  RADIUS:     LOCAL     USE:  SERVICE         .
AGE: LIAB-2  PHYS-2                                            .
LIGHT TRUCK                CLASS: 01499                        .
      COVERED AUTOS LIABILITY                                  .$      371.00
      AUTO MEDICAL PAYMENTS                                    .         7.00
      UNINSURED MOTORISTS                                      .     INCLUDED
      UNDERINSURED MOTORISTS                                   .     INCLUDED
      COMPREHENSIVE          ACV            10000 DED          .       102.00
      $10000 DEDUCTIBLE FOR ALL PERILS FOR EACH COVERED AUTO
      (A MAXIMUM DEDUCTIBLE MAY ALSO APPLY REFER TO COVERAGE FORM
      FOR DETAILS.)

SEE ITEM FOUR FOR HIRED OR BORROWED AUTOS

      COLLISION              ACV            10000 DED          .       161.00
                                       TOTAL VEHICLE PREMIUM   .$      698.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
LOC: 004    1313 FIRST AVE
            GRINNELL  IA.  50112

VEH NO   9   TERR: 123                                         .
2012 INT'L        7400                  ID NO 1HTWCAZR9CJ546290.
ADDITIONAL INFORMATION:
COST NEW:  111000  RADIUS:     LOCAL     USE:  SERVICE         .
AGE: LIAB-I  PHYS-I                                            .
HEAVY TRUCK                CLASS: 31453                        .
      COVERED AUTOS LIABILITY                                  .$      805.00
      AUTO MEDICAL PAYMENTS                                    .         8.00
      UNINSURED MOTORISTS                                      .     INCLUDED
      UNDERINSURED MOTORISTS                                   .     INCLUDED
```

```
    COMPREHENSIVE         ACV          10000 DED       .      103.00
    $10000 DEDUCTIBLE FOR ALL PERILS FOR EACH COVERED AUTO
    (A MAXIMUM DEDUCTIBLE MAY ALSO APPLY REFER TO COVERAGE FORM
    FOR DETAILS.)

SEE ITEM FOUR FOR HIRED OR BORROWED AUTOS

    COLLISION             ACV          10000 DED       .      100.00
                                  TOTAL VEHICLE PREMIUM   .$    1,073.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
VEH NO  10   TERR: 123                                 .
2012 INT'L       7300              ID NO 1HTWAAAR8CJ440351.
ADDITIONAL INFORMATION:
COST NEW:  115420  RADIUS:    LOCAL    USE:  SERVICE       .
AGE: LIAB-I  PHYS-I                                    .
HEAVY TRUCK             CLASS: 31479                   .
    COVERED AUTOS LIABILITY                            .$      363.00
    AUTO MEDICAL PAYMENTS                              .         8.00
    UNINSURED MOTORISTS                                .     INCLUDED
    UNDERINSURED MOTORISTS                             .     INCLUDED
    COMPREHENSIVE         ACV          10000 DED       .        47.00
    $10000 DEDUCTIBLE FOR ALL PERILS FOR EACH COVERED AUTO
    (A MAXIMUM DEDUCTIBLE MAY ALSO APPLY REFER TO COVERAGE FORM
    FOR DETAILS.)

SEE ITEM FOUR FOR HIRED OR BORROWED AUTOS

    COLLISION             ACV          10000 DED       .        89.00
                                  TOTAL VEHICLE PREMIUM   .$      564.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
VEH NO  11   TERR: 123                                 .
2002 INT'L       7300              ID NO 1HTWAAAN32J048728.
ADDITIONAL INFORMATION: FLATBED TRUCK WITH PLOW
COST NEW:   63957  RADIUS:    LOCAL    USE:  SERVICE       .
AGE: LIAB-U  PHYS-U                                    .
HEAVY TRUCK             CLASS: 31479                   .
    COVERED AUTOS LIABILITY                            .$      274.00
    AUTO MEDICAL PAYMENTS                              .         8.00
    UNINSURED MOTORISTS                                .     INCLUDED
    UNDERINSURED MOTORISTS                             .     INCLUDED
```

```
      COMPREHENSIVE          ACV            10000 DED           .         32.00
      $10000 DEDUCTIBLE FOR ALL PERILS FOR EACH COVERED AUTO
      (A MAXIMUM DEDUCTIBLE MAY ALSO APPLY REFER TO COVERAGE FORM
      FOR DETAILS.)


SEE ITEM FOUR FOR HIRED OR BORROWED AUTOS

      COLLISION              ACV            10000 DED           .         89.00
                                       TOTAL VEHICLE PREMIUM    .$       460.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
VEH NO  12   TERR: 123                                          .
2004 INT'L        7300                ID NO 1HTWAAAN14J023605.
ADDITIONAL INFORMATION: FLATBED TRUCK WITH PLOW
COST NEW:   66000  RADIUS:     LOCAL     USE:  SERVICE          .
AGE: LIAB-R  PHYS-R                                             .
HEAVY TRUCK                CLASS: 31499                         .
      COVERED AUTOS LIABILITY                                   .$       326.00
      AUTO MEDICAL PAYMENTS                                     .          8.00
      UNINSURED MOTORISTS                                       .      INCLUDED
      UNDERINSURED MOTORISTS                                    .      INCLUDED
      COMPREHENSIVE          ACV            10000 DED           .         35.00
      $10000 DEDUCTIBLE FOR ALL PERILS FOR EACH COVERED AUTO
      (A MAXIMUM DEDUCTIBLE MAY ALSO APPLY REFER TO COVERAGE FORM
      FOR DETAILS.)


SEE ITEM FOUR FOR HIRED OR BORROWED AUTOS

      COLLISION              ACV            10000 DED           .         71.00
                                       TOTAL VEHICLE PREMIUM    .$       497.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
VEH NO  13   TERR: 123                                          .
2007 INT'L        7300                ID NO 1HTWAAANX7J402963.
ADDITIONAL INFORMATION:
COST NEW:   96000  RADIUS:     LOCAL     USE:  SERVICE          .
AGE: LIAB-N  PHYS-N                                             .
HEAVY TRUCK                CLASS: 31479                         .
      COVERED AUTOS LIABILITY                                   .$       316.00
      AUTO MEDICAL PAYMENTS                                     .          8.00
      UNINSURED MOTORISTS                                       .      INCLUDED
      UNDERINSURED MOTORISTS                                    .      INCLUDED
```

```
     COMPREHENSIVE          ACV            10000 DED          .        32.00
     $10000 DEDUCTIBLE FOR ALL PERILS FOR EACH COVERED AUTO
     (A MAXIMUM DEDUCTIBLE MAY ALSO APPLY REFER TO COVERAGE FORM
     FOR DETAILS.)

SEE ITEM FOUR FOR HIRED OR BORROWED AUTOS

     COLLISION              ACV            10000 DED          .        89.00
                                      TOTAL VEHICLE PREMIUM   .$      502.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
VEH NO  14   TERR: 123                                        .
2006 INT'L       4300                 ID NO 1HTMMAAP56H230945.
ADDITIONAL INFORMATION: BOOM TRUCK
COST NEW:  125976  RADIUS:     LOCAL     USE:  SERVICE        .
AGE: LIAB-P  PHYS-P                                           .
HEAVY TRUCK              CLASS: 31499                         .
     COVERED AUTOS LIABILITY                                  .$      367.00
     AUTO MEDICAL PAYMENTS                                    .         8.00
     UNINSURED MOTORISTS                                      .     INCLUDED
     UNDERINSURED MOTORISTS                                   .     INCLUDED
     COMPREHENSIVE          ACV            10000 DED          .        35.00
     $10000 DEDUCTIBLE FOR ALL PERILS FOR EACH COVERED AUTO
     (A MAXIMUM DEDUCTIBLE MAY ALSO APPLY REFER TO COVERAGE FORM
     FOR DETAILS.)

SEE ITEM FOUR FOR HIRED OR BORROWED AUTOS

     COLLISION              ACV            10000 DED          .        71.00
                                      TOTAL VEHICLE PREMIUM   .$      538.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
VEH NO  15   TERR: 123                                        .
2016 INT'L       7400                 ID NO 3HAWDSTR2GL209866.
ADDITIONAL INFORMATION: DUMP TRUCK WITH PLOW
COST NEW:  121873  RADIUS:     LOCAL     USE: COMMERCIAL      .
AGE: LIAB-E  PHYS-E                                           .
HEAVY TRUCK              CLASS: 33479                         .
     COVERED AUTOS LIABILITY                                  .$      441.00
     AUTO MEDICAL PAYMENTS                                    .         8.00
     UNINSURED MOTORISTS                                      .     INCLUDED
     UNDERINSURED MOTORISTS                                   .     INCLUDED
```

```
      COMPREHENSIVE          ACV            10000 DED          .        68.00
      $10000 DEDUCTIBLE FOR ALL PERILS FOR EACH COVERED AUTO
      (A MAXIMUM DEDUCTIBLE MAY ALSO APPLY REFER TO COVERAGE FORM
      FOR DETAILS.)


SEE ITEM FOUR FOR HIRED OR BORROWED AUTOS

      COLLISION              ACV            10000 DED          .       138.00
                                       TOTAL VEHICLE PREMIUM   .$      712.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
VEH NO  16   TERR: 123                                         .
2020 MISCELLANEOU GLBEN SWEE            ID NO 1G9AM6N15LS462081.
ADDITIONAL INFORMATION: MODEL GLOBEL M3
COST NEW:  217015  RADIUS:               USE:     NA           .
AGE: LIAB-a  PHYS-A                                            .
SPEC MOBILE EQUIPMENT     CLASS: 7996                          .
      COVERED AUTOS LIABILITY                                  .$      400.00
      AUTO MEDICAL PAYMENTS                                    .         8.00
      UNINSURED MOTORISTS                                      .     INCLUDED
      UNDERINSURED MOTORISTS                                   .     INCLUDED
      COMPREHENSIVE           217015        10000 DED          .       117.00
      $10000 DEDUCTIBLE FOR ALL PERILS FOR EACH COVERED AUTO
      (A MAXIMUM DEDUCTIBLE MAY ALSO APPLY REFER TO COVERAGE FORM
      FOR DETAILS.)

      STATED AMOUNT    - REFER TO CA9928

SEE ITEM FOUR FOR HIRED OR BORROWED AUTOS
      COLLISION               217015        10000 DED          .       158.00
      STATED AMOUNT    - REFER TO CA9928
                                       TOTAL VEHICLE PREMIUM   .$      740.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
VEH NO  17   TERR: 123                                         .
2020 FREIGHTLIN   M2 106                ID NO 3ALHCYFE0LDME3983.
ADDITIONAL INFORMATION:
COST NEW:  175804  RADIUS:     LOCAL     USE:  SERVICE         .
AGE: LIAB-A  PHYS-A                                            .
HEAVY TRUCK               CLASS: 31453                         .
      COVERED AUTOS LIABILITY                                  .$    1,052.00
      AUTO MEDICAL PAYMENTS                                    .         8.00
      UNINSURED MOTORISTS                                      .     INCLUDED
      UNDERINSURED MOTORISTS                                   .     INCLUDED
```

```
      COMPREHENSIVE         ACV            10000 DED           .       379.00
      $10000 DEDUCTIBLE FOR ALL PERILS FOR EACH COVERED AUTO
      (A MAXIMUM DEDUCTIBLE MAY ALSO APPLY REFER TO COVERAGE FORM
      FOR DETAILS.)

SEE ITEM FOUR FOR HIRED OR BORROWED AUTOS

      COLLISION             ACV            10000 DED           .       271.00
                                      TOTAL VEHICLE PREMIUM    .$    1,767.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
VEH NO  18   TERR: 123                                         .
2020 FREIGHTLINER                     ID NO IFVHCYFEILHLW7172.
ADDITIONAL INFORMATION: GARBAGE TRUCK
COST NEW:  178805  RADIUS:     LOCAL     USE:  SERVICE         .
AGE: LIAB-A  PHYS-A                                            .
HEAVY TRUCK                CLASS: 31453                        .
      COVERED AUTOS LIABILITY                                  .$    1,052.00
      AUTO MEDICAL PAYMENTS                                    .         8.00
      UNINSURED MOTORISTS                                      .     INCLUDED
      UNDERINSURED MOTORISTS                                   .     INCLUDED
      COMPREHENSIVE         ACV            10000 DED           .       379.00
      $10000 DEDUCTIBLE FOR ALL PERILS FOR EACH COVERED AUTO
      (A MAXIMUM DEDUCTIBLE MAY ALSO APPLY REFER TO COVERAGE FORM
      FOR DETAILS.)

SEE ITEM FOUR FOR HIRED OR BORROWED AUTOS

      COLLISION             ACV            10000 DED           .       271.00
                                      TOTAL VEHICLE PREMIUM    .$    1,767.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
VEH NO  19   TERR: 123                                         .
2017 FORD         F-350               ID NO 1FTRF3B60HEE34216.
ADDITIONAL INFORMATION:
COST NEW:   40720  RADIUS:     LOCAL     USE:  SERVICE         .
AGE: LIAB-D  PHYS-D                                            .
MEDIUM TRUCK               CLASS: 21499                        .
      COVERED AUTOS LIABILITY                                  .$      322.00
      AUTO MEDICAL PAYMENTS                                    .         7.00
      UNINSURED MOTORISTS                                      .     INCLUDED
      UNDERINSURED MOTORISTS                                   .     INCLUDED
```

```
      COMPREHENSIVE           ACV            10000 DED            .        35.00
      $10000 DEDUCTIBLE FOR ALL PERILS FOR EACH COVERED AUTO
      (A MAXIMUM DEDUCTIBLE MAY ALSO APPLY REFER TO COVERAGE FORM
      FOR DETAILS.)

SEE ITEM FOUR FOR HIRED OR BORROWED AUTOS

      COLLISION               ACV            10000 DED            .        54.00
                                       TOTAL VEHICLE PREMIUM      .$      475.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
VEH NO  20   TERR: 123                                            .
2023 FREIGHTLIN   108SD                ID NO 1FVAG5FE7PHUM8820.
ADDITIONAL INFORMATION:
COST NEW:  203000  RADIUS:     LOCAL     USE:  SERVICE            .
AGE: LIAB-3  PHYS-3                                               .
HEAVY TRUCK                CLASS: 31479                           .
      COVERED AUTOS LIABILITY                                     .$      478.00
      AUTO MEDICAL PAYMENTS                                       .         8.00
      UNINSURED MOTORISTS                                         .     INCLUDED
      UNDERINSURED MOTORISTS                                      .     INCLUDED
      COMPREHENSIVE           ACV            10000 DED            .       220.00
      $10000 DEDUCTIBLE FOR ALL PERILS FOR EACH COVERED AUTO
      (A MAXIMUM DEDUCTIBLE MAY ALSO APPLY REFER TO COVERAGE FORM
      FOR DETAILS.)

SEE ITEM FOUR FOR HIRED OR BORROWED AUTOS

      COLLISION               ACV            10000 DED            .       387.00
                                       TOTAL VEHICLE PREMIUM      .$    1,150.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
VEH NO  21   TERR: 123                                            .
2023 FORD         SUPER DUTY           ID NO 1FTRF3BA5PED41047.
ADDITIONAL INFORMATION:
COST NEW:   57810  RADIUS:     LOCAL     USE:  SERVICE            .
AGE: LIAB-3  PHYS-3                                               .
MEDIUM TRUCK               CLASS: 21499                           .
      COVERED AUTOS LIABILITY                                     .$      379.00
      AUTO MEDICAL PAYMENTS                                       .         7.00
      UNINSURED MOTORISTS                                         .     INCLUDED
      UNDERINSURED MOTORISTS                                      .     INCLUDED
```

emc INSURANCE

CONDITIONAL


```
      COMPREHENSIVE          ACV            10000 DED           .       105.00
      $10000 DEDUCTIBLE FOR ALL PERILS FOR EACH COVERED AUTO
      (A MAXIMUM DEDUCTIBLE MAY ALSO APPLY REFER TO COVERAGE FORM
      FOR DETAILS.)

SEE ITEM FOUR FOR HIRED OR BORROWED AUTOS

      COLLISION              ACV            10000 DED           .       125.00
                                       TOTAL VEHICLE PREMIUM   .$      673.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
VEH NO  22   TERR: 123                                          .
2022 FREIGHTLIN   M2 106V               ID NO 3ALHCYFE1NDNK2280.
ADDITIONAL INFORMATION: GARBAGE TRUCK
COST NEW:  290000  RADIUS:     LOCAL     USE:  SERVICE          .
AGE: LIAB-4  PHYS-4                                             .
HEAVY TRUCK               CLASS: 31453                          .
      COVERED AUTOS LIABILITY                                   .$    1,142.00
      AUTO MEDICAL PAYMENTS                                     .         8.00
      UNINSURED MOTORISTS                                       .     INCLUDED
      UNDERINSURED MOTORISTS                                    .     INCLUDED
      COMPREHENSIVE          ACV            10000 DED           .       600.00
      $10000 DEDUCTIBLE FOR ALL PERILS FOR EACH COVERED AUTO
      (A MAXIMUM DEDUCTIBLE MAY ALSO APPLY REFER TO COVERAGE FORM
      FOR DETAILS.)

SEE ITEM FOUR FOR HIRED OR BORROWED AUTOS

      COLLISION              ACV            10000 DED           .       459.00
                                       TOTAL VEHICLE PREMIUM   .$    2,266.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
LOC: 005    1020 SPRING ST
            GRINNELL  IA.  50112-1943
```

```
VEH NO  23   TERR: 123                                              .
1999 PIERCE                            ID NO 4P1CT02U6XA000887.
ADDITIONAL INFORMATION: RESCUE TRUCK
COST NEW:  250000  RADIUS:              USE:     NA                 .
AGE: LIAB-x  PHYS-Y                                                 .
FIRE DEPT VEHICLE         CLASS: 7909                               .
      COVERED AUTOS LIABILITY                                       .$      361.00
      AUTO MEDICAL PAYMENTS                                         .         8.00
      UNINSURED MOTORISTS                                           .     INCLUDED
      UNDERINSURED MOTORISTS                                        .     INCLUDED
      COMPREHENSIVE            250000        10000 DED              .        78.00
      $10000 DEDUCTIBLE FOR ALL PERILS FOR EACH COVERED AUTO
      (A MAXIMUM DEDUCTIBLE MAY ALSO APPLY REFER TO COVERAGE FORM
      FOR DETAILS.)

      STATED AMOUNT    - REFER TO CA7201

SEE ITEM FOUR FOR HIRED OR BORROWED AUTOS
      COLLISION                250000        10000 DED              .       109.00
      STATED AMOUNT    - REFER TO CA7201
                                       TOTAL VEHICLE PREMIUM        .$      613.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
VEH NO  24   TERR: 123                                              .
1913 AMERICAN     LEFRANCE   FIRE TRUCK ID NO 440                   .
ADDITIONAL INFORMATION: MVC 420604001
COST NEW:   20000  RADIUS:              USE:     NA                 .
AGE: LIAB-x  PHYS-x                                                 .
ANTIQUE AUTOMOBILES       CLASS: 9625                               .
      COVERED AUTOS LIABILITY                                       .$       53.00
      AUTO MEDICAL PAYMENTS                                         .        10.00
      UNINSURED MOTORISTS                                           .     INCLUDED
      UNDERINSURED MOTORISTS                                        .     INCLUDED
      COMPREHENSIVE             20000          500 DED              .       136.00
      $  500 DEDUCTIBLE FOR ALL PERILS FOR EACH COVERED AUTO
      (A MAXIMUM DEDUCTIBLE MAY ALSO APPLY REFER TO COVERAGE FORM
      FOR DETAILS.)

      STATED AMOUNT    - REFER TO CA9928

SEE ITEM FOUR FOR HIRED OR BORROWED AUTOS
      COLLISION                 20000          500 DED              .       146.00
      STATED AMOUNT    - REFER TO CA9928
                                       TOTAL VEHICLE PREMIUM        .$      402.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
```

AS QUOTED ON: 02/12/25   (BPP)

```
VEH NO  25   TERR: 123                                           .
2002 SPARTAN      FIRE TRUCK            ID NO 4S7AW32912C042306.
ADDITIONAL INFORMATION:
COST NEW:  100000  RADIUS:               USE:     NA             .
AGE: LIAB-x  PHYS-U                                              .
FIRE DEPT VEHICLE          CLASS: 7909                           .
      COVERED AUTOS LIABILITY                                    .$      361.00
      AUTO MEDICAL PAYMENTS                                      .         8.00
      UNINSURED MOTORISTS                                        .     INCLUDED
      UNDERINSURED MOTORISTS                                     .     INCLUDED
      COMPREHENSIVE          100000         10000 DED            .        42.00
      $10000 DEDUCTIBLE FOR ALL PERILS FOR EACH COVERED AUTO
      (A MAXIMUM DEDUCTIBLE MAY ALSO APPLY REFER TO COVERAGE FORM
      FOR DETAILS.)

      STATED AMOUNT    - REFER TO CA7201

SEE ITEM FOUR FOR HIRED OR BORROWED AUTOS
      COLLISION              100000         10000 DED            .        68.00
      STATED AMOUNT    - REFER TO CA7201
                                  TOTAL VEHICLE PREMIUM   .$      536.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
VEH NO  26   TERR: 123                                           .
1991 SPARTAN      FIRE TRUCK            ID NO 4S7CT9B05MC004182.
ADDITIONAL INFORMATION:
COST NEW:   50000  RADIUS:               USE:     NA             .
AGE: LIAB-x  PHYS-Z                                              .
FIRE DEPT VEHICLE          CLASS: 7909                           .
      COVERED AUTOS LIABILITY                                    .$      361.00
      AUTO MEDICAL PAYMENTS                                      .         8.00
      UNINSURED MOTORISTS                                        .     INCLUDED
      UNDERINSURED MOTORISTS                                     .     INCLUDED
      COMPREHENSIVE           50000         10000 DED            .        19.00
      $10000 DEDUCTIBLE FOR ALL PERILS FOR EACH COVERED AUTO
      (A MAXIMUM DEDUCTIBLE MAY ALSO APPLY REFER TO COVERAGE FORM
      FOR DETAILS.)

      STATED AMOUNT    - REFER TO CA7201

SEE ITEM FOUR FOR HIRED OR BORROWED AUTOS
      COLLISION               50000         10000 DED            .        40.00
      STATED AMOUNT    - REFER TO CA7201
                                  TOTAL VEHICLE PREMIUM   .$      485.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
VEH NO  27   TERR: 123                                           .
2011 TRAILER                            ID NO 3773               .
ADDITIONAL INFORMATION: EJ METALS/DARLEY CO. FOAM
COST NEW:   43600  RADIUS:     LOCAL     USE:     NA             .
AGE: LIAB-J  PHYS-J                                              .
TRAILER                    CLASS: 68499                          .
      COVERED AUTOS LIABILITY                                    .$       41.00
      AUTO MEDICAL PAYMENTS                                      .         1.00
```

```
     COMPREHENSIVE          ACV            10000 DED          .         27.00
     $10000 DEDUCTIBLE FOR ALL PERILS FOR EACH COVERED AUTO
     (A MAXIMUM DEDUCTIBLE MAY ALSO APPLY REFER TO COVERAGE FORM
     FOR DETAILS.)

SEE ITEM FOUR FOR HIRED OR BORROWED AUTOS

     COLLISION              ACV            10000 DED          .         57.00
                                       TOTAL VEHICLE PREMIUM  .$       126.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
VEH NO  28   TERR: 123                                        .
2017 FORD        F-150                  ID NO 1FTEW1EG9HKE24535.
ADDITIONAL INFORMATION:
COST NEW:   46895  RADIUS:     LOCAL     USE:  SERVICE        .
AGE: LIAB-D  PHYS-D                                           .
LIGHT TRUCK                CLASS: 01499                       .
     COVERED AUTOS LIABILITY                                  .$       331.00
     AUTO MEDICAL PAYMENTS                                    .          7.00
     UNINSURED MOTORISTS                                      .      INCLUDED
     UNDERINSURED MOTORISTS                                   .      INCLUDED
     COMPREHENSIVE          ACV            10000 DED          .         34.00
     $10000 DEDUCTIBLE FOR ALL PERILS FOR EACH COVERED AUTO
     (A MAXIMUM DEDUCTIBLE MAY ALSO APPLY REFER TO COVERAGE FORM
     FOR DETAILS.)

SEE ITEM FOUR FOR HIRED OR BORROWED AUTOS

     COLLISION              ACV            10000 DED          .         58.00
                                       TOTAL VEHICLE PREMIUM  .$       487.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
```

VEH NO 29 TERR: 123 .
2019 MISC E ONE FIRE TRUCK ID NO 4EN6ABA86K1002050.
ADDITIONAL INFORMATION:
COST NEW: 850000 RADIUS: USE: NA .
AGE: LIAB-b PHYS-B .
FIRE DEPT VEHICLE CLASS: 7909 .

COVERED AUTOS LIABILITY			.$	361.00
AUTO MEDICAL PAYMENTS			.	8.00
UNINSURED MOTORISTS			.	INCLUDED
UNDERINSURED MOTORISTS			.	INCLUDED
COMPREHENSIVE	850000	10000 DED	.	160.00

$10000 DEDUCTIBLE FOR ALL PERILS FOR EACH COVERED AUTO
(A MAXIMUM DEDUCTIBLE MAY ALSO APPLY REFER TO COVERAGE FORM
FOR DETAILS.)

REPLACEMENT COST - REFER TO CA7492

SEE ITEM FOUR FOR HIRED OR BORROWED AUTOS

COLLISION	850000	10000 DED	.	190.00

REPLACEMENT COST - REFER TO CA7492
TOTAL VEHICLE PREMIUM .$ 776.00

\- -

VEH NO 30 TERR: 123 .
2020 FORD F450 FIRE TRUCK ID NO 1FDTF4HT6LEE11052.
ADDITIONAL INFORMATION:
COST NEW: 111750 RADIUS: USE: NA .
AGE: LIAB-a PHYS-A .
FIRE DEPT VEHICLE CLASS: 7909 .

COVERED AUTOS LIABILITY			.$	361.00
AUTO MEDICAL PAYMENTS			.	8.00
UNINSURED MOTORISTS			.	INCLUDED
UNDERINSURED MOTORISTS			.	INCLUDED
COMPREHENSIVE	111750	10000 DED	.	42.00

$10000 DEDUCTIBLE FOR ALL PERILS FOR EACH COVERED AUTO
(A MAXIMUM DEDUCTIBLE MAY ALSO APPLY REFER TO COVERAGE FORM
FOR DETAILS.)

REPLACEMENT COST - REFER TO CA7492

SEE ITEM FOUR FOR HIRED OR BORROWED AUTOS

COLLISION	111750	10000 DED	.	68.00

REPLACEMENT COST - REFER TO CA7492
TOTAL VEHICLE PREMIUM .$ 536.00

\- -

CONDITIONAL


```
VEH NO  31   TERR: 123                                    .
2021 CHEVROLET    TAHOE                 ID NO 1GNSKLED2MR467963.
ADDITIONAL INFORMATION:
COST NEW:   95000  RADIUS:               USE:     NA          .
AGE: LIAB-5  PHYS-5                                           .
LAW ENFORCE PRIV PASS     CLASS: 7911                         .
      COVERED AUTOS LIABILITY                                 .$      423.00
      AUTO MEDICAL PAYMENTS                                   .        10.00
      UNINSURED MOTORISTS                                     .     INCLUDED
      UNDERINSURED MOTORISTS                                  .     INCLUDED
      COMPREHENSIVE           ACV             5000 DED        .       551.00
      $ 5000 DEDUCTIBLE FOR ALL PERILS FOR EACH COVERED AUTO
      (A MAXIMUM DEDUCTIBLE MAY ALSO APPLY REFER TO COVERAGE FORM
      FOR DETAILS.)


SEE ITEM FOUR FOR HIRED OR BORROWED AUTOS

      COLLISION               ACV             5000 DED        .       221.00
                                       TOTAL VEHICLE PREMIUM  .$    1,295.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
VEH NO  32   TERR: 123                                    .
2021 FORD         F-150                 ID NO 1FTFW1P89MKE94802.
ADDITIONAL INFORMATION:
COST NEW:   95000  RADIUS:               USE:     NA          .
AGE: LIAB-5  PHYS-5                                           .
LAW ENFORCEMENT VEH       CLASS: 7912                         .
      COVERED AUTOS LIABILITY                                 .$      562.00
      AUTO MEDICAL PAYMENTS                                   .         8.00
      UNINSURED MOTORISTS                                     .     INCLUDED
      UNDERINSURED MOTORISTS                                  .     INCLUDED
      COMPREHENSIVE           ACV            10000 DED        .       191.00
      $10000 DEDUCTIBLE FOR ALL PERILS FOR EACH COVERED AUTO
      (A MAXIMUM DEDUCTIBLE MAY ALSO APPLY REFER TO COVERAGE FORM
      FOR DETAILS.)


SEE ITEM FOUR FOR HIRED OR BORROWED AUTOS

      COLLISION               ACV            10000 DED        .       200.00
                                       TOTAL VEHICLE PREMIUM  .$    1,018.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
```

AS QUOTED ON: 02/12/25 (BPP)

EMC INSURANCE

CONDITIONAL


```
VEH NO  33   TERR: 123                                      .
2012 GMC G3500    AMBULANCE            ID NO 1GD372CL5C1101555.
ADDITIONAL INFORMATION:
COST NEW:   55700  RADIUS:              USE:     NA         .
AGE: LIAB-x  PHYS-I                                         .
AMBULANCE                 CLASS: 7919                       .
      COVERED AUTOS LIABILITY                               .$     701.00
      AUTO MEDICAL PAYMENTS                                 .        8.00
      UNINSURED MOTORISTS                                   .    INCLUDED
      UNDERINSURED MOTORISTS                                .    INCLUDED
      COMPREHENSIVE            55700       10000 DED        .       26.00
      $10000 DEDUCTIBLE FOR ALL PERILS FOR EACH COVERED AUTO
      (A MAXIMUM DEDUCTIBLE MAY ALSO APPLY REFER TO COVERAGE FORM
      FOR DETAILS.)

      REPLACEMENT COST - REFER TO   CA7492

SEE ITEM FOUR FOR HIRED OR BORROWED AUTOS
      COLLISION                55700       10000 DED        .       66.00
      REPLACEMENT COST - REFER TO   CA7492
                                   TOTAL VEHICLE PREMIUM    .$     858.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
VEH NO  34   TERR: 123                                      .
2023 CHEVROLET    TRAVERSE             ID NO 1GNEVLKW6PJ225948.
ADDITIONAL INFORMATION:
COST NEW:   40274  RADIUS:              USE:     NA         .
AGE: LIAB-3  PHYS-3                                         .
LAW ENFORCE PRIV PASS     CLASS: 7911                       .
      COVERED AUTOS LIABILITY                               .$     423.00
      AUTO MEDICAL PAYMENTS                                 .       10.00
      UNINSURED MOTORISTS                                   .    INCLUDED
      UNDERINSURED MOTORISTS                                .    INCLUDED
      COMPREHENSIVE          ACV            5000 DED        .      238.00
      $ 5000 DEDUCTIBLE FOR ALL PERILS FOR EACH COVERED AUTO
      (A MAXIMUM DEDUCTIBLE MAY ALSO APPLY REFER TO COVERAGE FORM
      FOR DETAILS.)


SEE ITEM FOUR FOR HIRED OR BORROWED AUTOS

      COLLISION              ACV            5000 DED        .      117.00
                                   TOTAL VEHICLE PREMIUM    .$     878.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
```

AS QUOTED ON: 02/12/25 (BPP)

CONDITIONAL


```
VEH NO  35   TERR: 123                                         .
2023 FORD         EXPLORER              ID NO 1FM5K8AW9PNA05028.
ADDITIONAL INFORMATION:
COST NEW:   58118  RADIUS:               USE:     NA            .
AGE: LIAB-3  PHYS-3                                             .
LAW ENFORCE PRIV PASS     CLASS: 7911                           .
      COVERED AUTOS LIABILITY                                   .$      423.00
      AUTO MEDICAL PAYMENTS                                     .        10.00
      UNINSURED MOTORISTS                                       .     INCLUDED
      UNDERINSURED MOTORISTS                                    .     INCLUDED
      COMPREHENSIVE          ACV             5000 DED           .       401.00
      $ 5000 DEDUCTIBLE FOR ALL PERILS FOR EACH COVERED AUTO
      (A MAXIMUM DEDUCTIBLE MAY ALSO APPLY REFER TO COVERAGE FORM
      FOR DETAILS.)

SEE ITEM FOUR FOR HIRED OR BORROWED AUTOS

      COLLISION              ACV             5000 DED           .       122.00
                                       TOTAL VEHICLE PREMIUM    .$    1,046.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
VEH NO  36   TERR: 123                                         .
2023 FORD         EXPLORER              ID NO 1FM5K8AB2PGC17996.
ADDITIONAL INFORMATION:
COST NEW:   47365  RADIUS:               USE:     NA            .
AGE: LIAB-3  PHYS-3                                             .
LAW ENFORCE PRIV PASS     CLASS: 7911                           .
      COVERED AUTOS LIABILITY                                   .$      423.00
      AUTO MEDICAL PAYMENTS                                     .        10.00
      UNINSURED MOTORISTS                                       .     INCLUDED
      UNDERINSURED MOTORISTS                                    .     INCLUDED
      COMPREHENSIVE          ACV             5000 DED           .       284.00
      $ 5000 DEDUCTIBLE FOR ALL PERILS FOR EACH COVERED AUTO
      (A MAXIMUM DEDUCTIBLE MAY ALSO APPLY REFER TO COVERAGE FORM
      FOR DETAILS.)

SEE ITEM FOUR FOR HIRED OR BORROWED AUTOS

      COLLISION              ACV             5000 DED           .       117.00
                                       TOTAL VEHICLE PREMIUM    .$      924.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
LOC: 006    VARIOUS
            GRINNELL  IA.  50112
```

AS QUOTED ON: 02/12/25 (BPP)

```
VEH NO  37   TERR: 123                                          .
2008 PJ          TRAILER                ID NO 3CVU7121782126431.
ADDITIONAL INFORMATION:
COST NEW:    10000  RADIUS:     LOCAL     USE:     NA           .
AGE: LIAB-M  PHYS-                                              .
TRAILER                  CLASS: 68499                           .
      COVERED AUTOS LIABILITY                                   .$       25.00
      AUTO MEDICAL PAYMENTS                                     .         1.00
                                       TOTAL VEHICLE PREMIUM    .$       26.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
VEH NO  38   TERR: 123                                          .
2007 TRAILER       12 FT                ID NO 4P5SA121032040128.
ADDITIONAL INFORMATION: UTILITY TRAILER
COST NEW:    10000  RADIUS:     LOCAL     USE:     NA           .
AGE: LIAB-N  PHYS-                                              .
TRAILER                  CLASS: 68499                           .
      COVERED AUTOS LIABILITY                                   .$       25.00
      AUTO MEDICAL PAYMENTS                                     .         1.00
                                       TOTAL VEHICLE PREMIUM    .$       26.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
VEH NO  39   TERR: 123                                          .
2003 TRAILER                            ID NO 4P5CF242531052358.
ADDITIONAL INFORMATION:
COST NEW:    10000  RADIUS:     LOCAL     USE:     NA           .
AGE: LIAB-T  PHYS-                                              .
TRAILER                  CLASS: 68499                           .
      COVERED AUTOS LIABILITY                                   .$       23.00
      AUTO MEDICAL PAYMENTS                                     .         1.00
                                       TOTAL VEHICLE PREMIUM    .$       24.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
VEH NO  40   TERR: 123                                          .
1991 TRAILER                            ID NO SS891FUT118531377.
ADDITIONAL INFORMATION:
COST NEW:    10000  RADIUS:     LOCAL     USE:     NA           .
AGE: LIAB-Z  PHYS-                                              .
TRAILER                  CLASS: 68499                           .
      COVERED AUTOS LIABILITY                                   .$       21.00
      AUTO MEDICAL PAYMENTS                                     .         1.00
                                       TOTAL VEHICLE PREMIUM    .$       22.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
VEH NO  41   TERR: 123                                          .
1980 CHEVROLET    TRUCK                 ID NO C15DAAV127987     .
ADDITIONAL INFORMATION: TANKER
COST NEW:    10000  RADIUS:     LOCAL     USE:  SERVICE         .
AGE: LIAB-Z  PHYS-                                              .
LIGHT TRUCK              CLASS: 01499                           .
      COVERED AUTOS LIABILITY                                   .$      190.00
      AUTO MEDICAL PAYMENTS                                     .         7.00
      UNINSURED MOTORISTS                                       .     INCLUDED
      UNDERINSURED MOTORISTS                                    .     INCLUDED
                                       TOTAL VEHICLE PREMIUM    .$      254.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -


AS QUOTED ON: 02/12/25   (BPP)
```

```
VEH NO  42   TERR: 123                                          .
1989 CHEVROLET    3500                 ID NO 1GCGK34N8KE238426.
ADDITIONAL INFORMATION:
COST NEW:   14874  RADIUS:     LOCAL     USE:  SERVICE          .
AGE: LIAB-Z  PHYS-                                              .
LIGHT TRUCK               CLASS: 01499                          .
      COVERED AUTOS LIABILITY                                   .$      201.00
      AUTO MEDICAL PAYMENTS                                     .         7.00
      UNINSURED MOTORISTS                                       .     INCLUDED
      UNDERINSURED MOTORISTS                                    .     INCLUDED
                                 TOTAL VEHICLE PREMIUM          .$      265.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
VEH NO  43   TERR: 123                                          .
2007 CHEVROLET    1500 CLASS           ID NO 1GCEC19CX7Z532071.
ADDITIONAL INFORMATION:
COST NEW:   25960  RADIUS:     LOCAL     USE:  SERVICE          .
AGE: LIAB-N  PHYS-                                              .
LIGHT TRUCK               CLASS: 01499                          .
      COVERED AUTOS LIABILITY                                   .$      252.00
      AUTO MEDICAL PAYMENTS                                     .         7.00
      UNINSURED MOTORISTS                                       .     INCLUDED
      UNDERINSURED MOTORISTS                                    .     INCLUDED
                                 TOTAL VEHICLE PREMIUM          .$      316.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
VEH NO  44   TERR: 123                                          .
2004 FORD         F-250                ID NO 1FTNF21L94ED36845.
ADDITIONAL INFORMATION:
COST NEW:   24770  RADIUS:     LOCAL     USE:  SERVICE          .
AGE: LIAB-R  PHYS-                                              .
LIGHT TRUCK               CLASS: 01499                          .
      COVERED AUTOS LIABILITY                                   .$      232.00
      AUTO MEDICAL PAYMENTS                                     .         7.00
      UNINSURED MOTORISTS                                       .     INCLUDED
      UNDERINSURED MOTORISTS                                    .     INCLUDED
                                 TOTAL VEHICLE PREMIUM          .$      296.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
VEH NO  45   TERR: 123                                          .
2009 FORD         F-150                ID NO 1FTRF12W89KC16189.
ADDITIONAL INFORMATION:
COST NEW:   24715  RADIUS:     LOCAL     USE:  SERVICE          .
AGE: LIAB-L  PHYS-                                              .
LIGHT TRUCK               CLASS: 01499                          .
      COVERED AUTOS LIABILITY                                   .$      253.00
      AUTO MEDICAL PAYMENTS                                     .         7.00
      UNINSURED MOTORISTS                                       .     INCLUDED
      UNDERINSURED MOTORISTS                                    .     INCLUDED
                                 TOTAL VEHICLE PREMIUM          .$      317.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
```

AS QUOTED ON: 02/12/25 (BPP)

```
VEH NO  46   TERR: 123                                              .
2003 ALLEYCAT     TRAILER               ID NO 1D9RP242X3B388032.
ADDITIONAL INFORMATION: RECYCLING TRAILER
COST NEW:    10000  RADIUS:     LOCAL     USE:     NA               .
AGE: LIAB-T  PHYS-                                                  .
TRAILER                   CLASS: 68499                              .
      COVERED AUTOS LIABILITY                                       .$       23.00
      AUTO MEDICAL PAYMENTS                                         .         1.00
                                    TOTAL VEHICLE PREMIUM           .$       24.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
VEH NO  47   TERR: 123                                              .
1983 DODGE 350    DUMP TRUCK            ID NO 1B6WW34W0DS469645.
ADDITIONAL INFORMATION:
COST NEW:    10000  RADIUS:     LOCAL     USE:  SERVICE             .
AGE: LIAB-Z  PHYS-                                                  .
HEAVY TRUCK               CLASS: 31479                              .
      COVERED AUTOS LIABILITY                                       .$      200.00
      AUTO MEDICAL PAYMENTS                                         .         8.00
      UNINSURED MOTORISTS                                           .     INCLUDED
      UNDERINSURED MOTORISTS                                        .     INCLUDED
                                    TOTAL VEHICLE PREMIUM           .$      265.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
VEH NO  48   TERR: 123                                              .
2001 INT'L        4700                  ID NO 1HTSCAAP11H323447.
ADDITIONAL INFORMATION:
COST NEW:    40538  RADIUS:     LOCAL     USE:  SERVICE             .
AGE: LIAB-V  PHYS-                                                  .
HEAVY TRUCK               CLASS: 31479                              .
      COVERED AUTOS LIABILITY                                       .$      254.00
      AUTO MEDICAL PAYMENTS                                         .         8.00
      UNINSURED MOTORISTS                                           .     INCLUDED
      UNDERINSURED MOTORISTS                                        .     INCLUDED
                                    TOTAL VEHICLE PREMIUM           .$      319.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
VEH NO  49   TERR: 123                                              .
2007 INT'L        7400                  ID NO 1HTWCAAN07J431429.
ADDITIONAL INFORMATION: 412
COST NEW:    63295  RADIUS:     LOCAL     USE:  SERVICE             .
AGE: LIAB-N  PHYS-                                                  .
HEAVY TRUCK               CLASS: 31479                              .
      COVERED AUTOS LIABILITY                                       .$      296.00
      AUTO MEDICAL PAYMENTS                                         .         8.00
      UNINSURED MOTORISTS                                           .     INCLUDED
      UNDERINSURED MOTORISTS                                        .     INCLUDED
                                    TOTAL VEHICLE PREMIUM           .$      361.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
```

AS QUOTED ON: 02/12/25 (BPP)

```
VEH NO  50   TERR: 123                                                  .
2005 DODGE        2500                 ID NO 3D6WR26D55G831822.
ADDITIONAL INFORMATION:
COST NEW:   24565  RADIUS:     LOCAL     USE:  SERVICE                  .
AGE: LIAB-Q  PHYS-                                                      .
LIGHT TRUCK               CLASS: 01499                                  .
      COVERED AUTOS LIABILITY                                          .$      238.00
      AUTO MEDICAL PAYMENTS                                            .         7.00
      UNINSURED MOTORISTS                                              .     INCLUDED
      UNDERINSURED MOTORISTS                                           .     INCLUDED
                                       TOTAL VEHICLE PREMIUM   .$      302.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
VEH NO  51   TERR: 123                                                  .
2006 FORD         F-350                ID NO 1FDW37YX6ED10413 .
ADDITIONAL INFORMATION:
COST NEW:   27985  RADIUS:     LOCAL     USE:  SERVICE                  .
AGE: LIAB-P  PHYS-                                                      .
MEDIUM TRUCK              CLASS: 21499                                  .
      COVERED AUTOS LIABILITY                                          .$      248.00
      AUTO MEDICAL PAYMENTS                                            .         7.00
      UNINSURED MOTORISTS                                              .     INCLUDED
      UNDERINSURED MOTORISTS                                           .     INCLUDED
                                       TOTAL VEHICLE PREMIUM   .$      312.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
VEH NO  52   TERR: 123                                                  .
1999 DODGE        2500                 ID NO 3B7KC26Z4XM559429.
ADDITIONAL INFORMATION:
COST NEW:   19725  RADIUS:     LOCAL     USE:  SERVICE                  .
AGE: LIAB-Y  PHYS-                                                      .
LIGHT TRUCK               CLASS: 01499                                  .
      COVERED AUTOS LIABILITY                                          .$      210.00
      AUTO MEDICAL PAYMENTS                                            .         7.00
      UNINSURED MOTORISTS                                              .     INCLUDED
      UNDERINSURED MOTORISTS                                           .     INCLUDED
                                       TOTAL VEHICLE PREMIUM   .$      274.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
VEH NO  53   TERR: 123                                                  .
2008 FORD         F-250                ID NO 1FTNF20518EB94953.
ADDITIONAL INFORMATION:
COST NEW:   22380  RADIUS:     LOCAL     USE:  SERVICE                  .
AGE: LIAB-M  PHYS-                                                      .
LIGHT TRUCK               CLASS: 01499                                  .
      COVERED AUTOS LIABILITY                                          .$      250.00
      AUTO MEDICAL PAYMENTS                                            .         7.00
      UNINSURED MOTORISTS                                              .     INCLUDED
      UNDERINSURED MOTORISTS                                           .     INCLUDED
                                       TOTAL VEHICLE PREMIUM   .$      314.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
```

EMC INSURANCE

CONDITIONAL


```
VEH NO  54   TERR: 123                                        .
1997 FORD        F-350                   ID NO 1FTHF36G9VEC31268.
ADDITIONAL INFORMATION:
COST NEW:   21325  RADIUS:     LOCAL     USE:  SERVICE        .
AGE: LIAB-Z  PHYS-                                            .
LIGHT TRUCK                CLASS: 01499                       .
      COVERED AUTOS LIABILITY                                 .$      211.00
      AUTO MEDICAL PAYMENTS                                   .         7.00
      UNINSURED MOTORISTS                                     .     INCLUDED
      UNDERINSURED MOTORISTS                                  .     INCLUDED
                                 TOTAL VEHICLE PREMIUM        .$      275.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
VEH NO  55   TERR: 123                                        .
1995 FORD        F-250                   ID NO 2FTHF25H3SCA71071.
ADDITIONAL INFORMATION:
COST NEW:   15670  RADIUS:     LOCAL     USE:  SERVICE        .
AGE: LIAB-Z  PHYS-                                            .
LIGHT TRUCK                CLASS: 01499                       .
      COVERED AUTOS LIABILITY                                 .$      201.00
      AUTO MEDICAL PAYMENTS                                   .         7.00
      UNINSURED MOTORISTS                                     .     INCLUDED
      UNDERINSURED MOTORISTS                                  .     INCLUDED
                                 TOTAL VEHICLE PREMIUM        .$      265.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
VEH NO  56   TERR: 123                                        .
2001 DODGE        2500                   ID NO 3B7KC26ZX1M283183.
ADDITIONAL INFORMATION:
COST NEW:   20495  RADIUS:     LOCAL     USE:  SERVICE        .
AGE: LIAB-V  PHYS-                                            .
LIGHT TRUCK                CLASS: 01499                       .
      COVERED AUTOS LIABILITY                                 .$      220.00
      AUTO MEDICAL PAYMENTS                                   .         7.00
      UNINSURED MOTORISTS                                     .     INCLUDED
      UNDERINSURED MOTORISTS                                  .     INCLUDED
                                 TOTAL VEHICLE PREMIUM        .$      284.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
VEH NO  57   TERR: 123                                        .
2008 FORD        F-250                   ID NO 1FDNF20598EE06042.
ADDITIONAL INFORMATION:
COST NEW:   22380  RADIUS:     LOCAL     USE:  SERVICE        .
AGE: LIAB-M  PHYS-                                            .
LIGHT TRUCK                CLASS: 01499                       .
      COVERED AUTOS LIABILITY                                 .$      250.00
      AUTO MEDICAL PAYMENTS                                   .         7.00
      UNINSURED MOTORISTS                                     .     INCLUDED
      UNDERINSURED MOTORISTS                                  .     INCLUDED
                                 TOTAL VEHICLE PREMIUM        .$      314.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
```

AS QUOTED ON: 02/12/25 (BPP)

CONDITIONAL


```
VEH NO  58   TERR: 123                                            .
2013 MISC         CARRY ON              ID NO 4YMUL0618DM026138.
ADDITIONAL INFORMATION: TRAILER
COST NEW:    10000  RADIUS:     LOCAL     USE:     NA             .
AGE: LIAB-H  PHYS-                                                .
TRAILER                  CLASS: 68499                             .
      COVERED AUTOS LIABILITY                                     .$        27.00
      AUTO MEDICAL PAYMENTS                                       .          1.00
                                       TOTAL VEHICLE PREMIUM      .$        28.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
VEH NO  59   TERR: 123                                            .
1982 TRAILER      SNOW                  ID NO 1S6TUB26CA000258 .
ADDITIONAL INFORMATION: COMPANY 502-14
COST NEW:    10000  RADIUS:     LOCAL     USE:     NA             .
AGE: LIAB-Z  PHYS-                                                .
TRAILER                  CLASS: 68499                             .
      COVERED AUTOS LIABILITY                                     .$        21.00
      AUTO MEDICAL PAYMENTS                                       .          1.00
                                       TOTAL VEHICLE PREMIUM      .$        22.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
VEH NO  60   TERR: 123                                            .
2010 PJ DUMP      TRAILER               ID NO 4P5D50815A1145410.
ADDITIONAL INFORMATION:
COST NEW:    10000  RADIUS:     LOCAL     USE:     NA             .
AGE: LIAB-K  PHYS-                                                .
TRAILER                  CLASS: 68499                             .
      COVERED AUTOS LIABILITY                                     .$        26.00
      AUTO MEDICAL PAYMENTS                                       .          1.00
                                       TOTAL VEHICLE PREMIUM      .$        27.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
VEH NO  61   TERR: 123                                            .
2011 PJ 77"       CHANNEL               ID NO 4P5U71417B2155356.
ADDITIONAL INFORMATION: UTILITY TRAILER
COST NEW:    10000  RADIUS:     LOCAL     USE:     NA             .
AGE: LIAB-J  PHYS-                                                .
TRAILER                  CLASS: 68499                             .
      COVERED AUTOS LIABILITY                                     .$        27.00
      AUTO MEDICAL PAYMENTS                                       .          1.00
                                       TOTAL VEHICLE PREMIUM      .$        28.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
VEH NO  62   TERR: 123                                            .
1997 FORD         RANGER                ID NO 1FTCR14X4VPA17883.
ADDITIONAL INFORMATION:
COST NEW:    16375  RADIUS:     LOCAL     USE:  SERVICE           .
AGE: LIAB-Z  PHYS-                                                .
LIGHT TRUCK              CLASS: 01499                             .
      COVERED AUTOS LIABILITY                                     .$       203.00
      AUTO MEDICAL PAYMENTS                                       .          7.00
      UNINSURED MOTORISTS                                         .      INCLUDED
      UNDERINSURED MOTORISTS                                      .      INCLUDED
                                       TOTAL VEHICLE PREMIUM      .$       267.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
```

AS QUOTED ON: 02/12/25 (BPP)

EMC INSURANCE

CONDITIONAL


```
VEH NO  63   TERR: 123                                          .
1998 MISC         CHAMPION             ID NO X028554X           .
ADDITIONAL INFORMATION: MOTOR GRADER ON MP
COST NEW:   40000  RADIUS:               USE:     NA            .
AGE: LIAB-x  PHYS-                                              .
SPEC MOBILE EQUIPMENT     CLASS: 7996                           .
      COVERED AUTOS LIABILITY                                   .$      400.00
      AUTO MEDICAL PAYMENTS                                     .         8.00
                                      TOTAL VEHICLE PREMIUM     .$      408.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
VEH NO  64   TERR: 123                                          .
2007 PJ           TRAILER              ID NO 2776               .
ADDITIONAL INFORMATION:
COST NEW:   10000  RADIUS:     LOCAL     USE:     NA            .
AGE: LIAB-N  PHYS-                                              .
TRAILER                   CLASS: 68499                          .
      COVERED AUTOS LIABILITY                                   .$       25.00
      AUTO MEDICAL PAYMENTS                                     .         1.00
                                      TOTAL VEHICLE PREMIUM     .$       26.00
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
    PREMIUM SUMMARY
           COVERED AUTOS LIABILITY                             .$    19,794.00
           AUTO MEDICAL PAYMENTS                               .        407.00
           UNINSURED MOTORISTS                                 .        478.00
           UNDERINSURED MOTORISTS                              .      2,504.00
           COMPREHENSIVE                                       .      4,922.00
           COLLISION                                           .      4,931.00
                                                               .--------------
                                                      TOTAL    .$    33,036.00
```

AS QUOTED ON: 02/12/25 (BPP)

CONDITIONAL

EMCASCO INSURANCE COMPANY QUOTE NUMBER E014719-19
CITY OF GRINNELL EFF DATE: 04/01/25 EXP DATE: 04/01/26

COMMERCIAL AUTO DECLARATIONS - BUSINESS AUTO

ITEM FOUR: SCHEDULE OF HIRED OR BORROWED COVERED AUTO COVERAGE AND PREMIUMS

COVERED AUTOS LIABILITY COVERAGE - COST OF HIRE BASIS
FOR AUTOS NOT USED IN YOUR MOTOR
CARRIER OPERATIONS (OTHER THAN MOBILE OR FARM EQUIPMENT)

COVERED AUTOS IABILITY COVERAGE	STATE	ESTIMATED ANNUAL COST OF HIRE FOR ALL STATES	RATE	PREMIUM
EXCESS	IA	IF ANY	100	$ 168.00

FOR 'AUTOS' NOT USED IN YOUR MOTOR CARRIER OPERATIONS, COST OF HIRE MEANS THE TOTAL AMOUNT YOU INCUR FOR THE HIRE OF 'AUTOS' YOU DON'T OWN (NOT INCLUDING 'AUTOS' YOU BORROW OR RENT FROM YOUR PARTNERS OR 'EMPLOYEES' OR THEIR FAMILY MEMBERS). COST OF HIRE DOES NOT INCLUDE CHARGES FOR SERVICES PERFORMED BY MOTOR CARRIERS OF PROPERTY OR PASSENGERS.

TOTAL PREMIUM $ 168.00

ITEM FIVE: SCHEDULE FOR NON-OWNERSHIP COVERED AUTOS LIABILITY

			PREMIUM
OTHER THAN A SOCIAL SERVICE AGENCY			
	NUMBER OF EMPLOYEES	26 - 100	$ 442.00

TOTAL NON-OWNERSHIP COVERED AUTOS PREMIUM $ 442.00

AS QUOTED ON: 02/12/25 (BPP)

CONDITIONAL

EMCASCO INSURANCE COMPANY QUOTE NUMBER E014719-19
CITY OF GRINNELL EFF DATE: 04/01/25 EXP DATE: 04/01/26

ENDORSEMENT PREMIUM DETAIL

ENDORSEMENTS	CLASS	PREMIUM
CA7302	8043	$ 2,929.00
Auto Elite Extension Muni &/Or Vol Fire	8580	$ 500.00

AS QUOTED ON: 02/12/25 (BPP)

Commercial Auto

Coverage Highlights CA7450

EMC's Elite Commercial Auto Extension CA7450 is available for most policies.

Commercial Auto Coverage	CA7450
Airbag Accidental Discharge	Included; mechanical breakdown exclusion does not apply
Audio, Visual, Electronic Equipment Coverage	$5,000 limit
Auto Loan/Lease Coverage: Unpaid amounts, penalties, fees	Included; $500 max for fees or penalties
Autos Rented or Hired by Employees	Included
Blanket Additional Insureds	Written agreement
Business Auto Conditions Duties in event of accident Unintentional failure to disclose exposures	 Included Included
Employees as Additional Insureds	Included
Extra Expense for Stolen Auto	$1,000 limit
Fellow Employee	Included
Glass Repair or Replacement: Waiver of deductible	No deductible
Hired Auto Physical Damage Lessors financial loss when liable for accident	Included; no limit $1,000 per accident
Liberalization	Automatic revisions
Lockout/Key Expense (including electronic)	$250 private passenger
Loss of Two or More Covered Autos Same Accident	One deductible
Mental Anguish	Included in definition of "bodily injury"
Newly Formed or Acquired Organizations	Up to 180 days after acquisition
Personal Effects	$500 limit
Personal Property of Others	$500 limit
Rental Reimbursement: Not theft	$75 day; 30 days; $2,250 max
Replacement Cost on New Autos	Included; if less than 180 days
Subsidiaries as Insureds	When you own 50% of the voting stock on the effective date of this policy
Supplementary Payments	$5,000 for bail bonds; $500 loss of earnings
Temporary Substitute Autos: Physical damage coverage	Included
Towing	$100 private passenger type; $500 other than private passenger type
Transportation Expense: For total theft	$75 per day; $2,500 max

INSURANCE

CONDITIONAL

EMPLOYERS MUTUAL CASUALTY COMPANY QUOTE NUMBER: C014719-05

QUOTATION - COMMERCIAL INLAND MARINE

QUOTATION IS VALID: FROM 02/11/25 TO 04/01/25
PROPOSED POLICY PERIOD: FROM 04/01/25 TO 04/01/26

PREPARED FOR:	PRESENTED BY:
CITY OF GRINNELL	NORTH RISK PARTNERS, LLC
520 4TH AVE	1045 76TH ST STE 4000
GRINNELL IA 50112-1947	WEST DES MOINES IA 50266-5841

AGENT: AA 5528
AGENT PHONE: (515)327-8450

INSURED IS: MUNICIPALITY BUSINESS DESC: MUNICIPALITY

SEE ATTACHED SCHEDULE FOR LIMITS AND DESCRIPTION OF COVERAGES

COVERAGES HEADINGS	PREMIUM
CONTRACTORS EQUIPMENT	$ 4,873.00
ELECTRONIC DATA PROCESSING	$ 100.00
#FINE ARTS	$ 165.00
SCHEDULED PROPERTY FLOATER	$ 2,660.00
TOTAL INLAND MARINE PREMIUM	$ 7,798.00

A DEDUCTIBLE MAY APPLY FOR THE COVERAGE PROVIDED. IN THE EVENT A LOSS (OTHER THAN EARTHQUAKE) INVOLVES COVERED PROPERTY AT MORE THAN ONE LOCATION OR IN MORE THAN ONE CLASS, ONLY ONE DEDUCTIBLE, THE LARGEST DEDUCTIBLE SHOWN ON THE SCHEDULE FOR THE LOCATION OR CLASSES INVOLVED IN THE LOSS, WILL APPLY PER OCCURRENCE.

AS QUOTED ON: 02/11/25 (BPP)

CONDITIONAL

EMPLOYERS MUTUAL CASUALTY COMPANY QUOTE NUMBER: C014719-05

CITY OF GRINNELL EFF DATE: 04/01/25 EXP DATE: 04/01/26

C O M M L I N L A N D M A R I N E P O L I C Y
Q U O T E

ENDORSEMENT SCHEDULE

FORM	EDITION DATE	DESCRIPTION/ADDITIONAL INFORMATION	PREMIUM
*CL0100	03-99	COMMON POLICY CONDITIONS	
*CL0190	07-13	AMENDATORY ENDORSEMENT IOWA	
*CL0600	01-15	CERTIFIED TERRORISM LOSS	
*CL0700	10-06	VIRUS OR BACTERIA EXCLUSION	
*CM0001	09-04	COMM. INLAND MARINE CONDITIONS	
*CM7001A	09-97	COMMERCIAL INLAND MARINE SCHEDULE	
*CM7002	09-00	QUICK REFERENCE	
*CM7004	09-06	QUICK REFERENCE	
*CM7015	06-06	THEFT OF PROP. FROM FIRE/RESCUE VEHS	
*CM7251	01-86	FINE ARTS COVERAGE FORM	
*CM7323	08-09	PERS EFF OF EACH EMERGENCY PERSONNEL	
*CM8068	12-19	ADVISORY NOTICE TO POLICYHOLDERS	
*CM9905	12-19	CANNABIS EXCLUSION	
*IL0017	11-98	COMMON POLICY CONDITIONS	
*IL0276	09-08	IA CHANGES - CANCELLATION/NONRENEWAL	
*IL0952	01-15	CAP/LOSSES/CERTIFD ACTS OF TERRORISM	
*IL7004	03-20	MUTUAL POLICY PROVISIONS	
*IL7131A	04-01	COMM'L POLICY ENDORSEMENT SCHEDULE	
*IL7306	08-98	EXCLUSION OF CERTAIN COMPUTER LOSSES	
*IL8383.2A	12-20	DISCL PURSUANT TERRSM RISK INS. ACT	WAIVED
*IM7000	04-04	CONTRACTOR'S EQUIPMENT COVERAGE	
*IM7202	10-02	EDP EQUIPMENT COVERAGE - BLANKET	
*IM7215	09-03	EDP INCOME COVERAGE	
*IM7231	05-01	COINSURANCE PROVISIONS	
*IM7238	10-02	EARTHQUAKE, FLOOD AND SEWER BACKUP	
*IM7500	04-04	SCHEDULED PROPERTY FLOATER	

AS QUOTED ON: 02/11/25

THIS ENDORSEMENT IS ATTACHED TO AND MADE PART OF YOUR POLICY IN RESPONSE TO THE DISCLOSURE REQUIREMENTS OF THE TERRORISM RISK INSURANCE ACT. THIS ENDORSEMENT DOES NOT GRANT ANY COVERAGE OR CHANGE THE TERMS AND CONDITIONS OF ANY COVERAGE UNDER THE POLICY.

D I S C L O S U R E P U R S U A N T T O T E R R O R I S M R I S K I N S U R A N C E A C T

S C H E D U L E

Terrorism Premium (Certified Acts) Waived

A. Disclosure Of Premium:

In accordance with the federal Terrorism Risk Insurance Act, we are required to provide you with a notice disclosing the portion of your premium, if any, attributable to coverage for terrorist acts certified under the Terrorism Risk Insurance Act. The portion of your premium attributable to such coverage is shown in the Schedule of this endorsement or in the policy Declarations.

B. Disclosure Of Federal Participation In Payment Of Terrorism Losses:

The United States Government, Department of the Treasury, will pay a share of terrorism losses insured under the federal program. The federal share equals 80% of that portion of the amount of such insured losses that exceeds the applicable insurer retention. However, if aggregate insured losses attributable to terrorist acts certified under the Terrorism Risk Insurance Act exceed $100 billion in a calendar year, the Treasury shall not make any payment for any portion of the amount of such losses that exceeds $100 billion.

C. Cap On Insurer Participation In Payment Of Terrorism Losses:

If aggregate insured losses attributable to terrorist acts certified under the Terrorism Risk Insurance Act exceed $100 billion in a calendar year and we have met our insurer deductible under the Terrorism Risk Insurance Act, we shall not be liable for the payment of any portion of the amount of such losses that exceeds $100 billion, and in such case insured losses up to that amount are subject to pro rata allocation in accordance with procedures established by the Secretary of the Treasury.

The following statement is required to be part of the disclosure notice in MISSOURI:

The premium above is for certain losses resulting from certified acts of terrorism as covered pursuant to coverage provisions, limitations and exclusions in this policy. You should read the definition in your policy carefully, but generally speaking, "certified" acts of terrorism are acts that exceed $5 million in aggregate losses to the insurance industry and which are subsequently declared by the U.S. Secretary of the Treasury as a certified terrorist act under the Terrorism Risk Insurance Act. Some losses resulting from certified acts of terrorism are not covered. Read your policy and endorsements carefully.

C O M M E R C I A L   I N L A N D   M A R I N E   S C H E D U L E

P O L I C Y W I D E   C O V E R A G E S

CLASS/ITEM	DESCRIPTION	*SPEC INTEREST	LIMITS

CONTRACTORS EQUIPMENT

801 CONTRACTORS EQUIPMENT
$ 1000 DEDUCTIBLE APPLIES PER OCCURRENCE TO THE FOLLOWING ITEMS
100% COINSURANCE
$ 649,424 CATASTROPHE LIMIT - THE MOST "WE" PAY FOR LOSS IN ANY ONE OCCURRENCE

	COVERAGE EXTENSIONS		
	ADDITIONAL DEBRIS REMOVAL EXPENSES	$	5,000
	SUPPLEMENTAL COVERAGES		
	EMPLOYEE TOOLS (ACTUAL CASH VALUE)	$	5,000
	NEWLY PURCHASED EQUIPMENT		
	PERCENTAGE OF CATASTROPHE LIMIT		30%
	POLLUTANT CLEANUP AND REMOVAL	$	25,000
	RENTAL REIMBURSEMENT LIMIT	$	5,000
	WAITING PERIOD		72 HRS
	SPARE PARTS AND FUEL	$	5,000
	ACTUAL CASH VALUE YEAR: 2019 MFG: JOHN DEERE SERIAL NUMBER: 1FF050GZ		
001	COMPACT EXCAVATOR	$	66,000
	ACTUAL CASH VALUE YEAR: 2018 MFG: SNOGO SERIAL NUMBER: 8166		
002	WK SNOW BLOWER	$	100,000
	ACTUAL CASH VALUE YEAR: 2018 MFG: JOHN DEERE MODEL: 310SL HL SN SERIAL NUMBER: 7682		
003	BACKHOE	$	100,000
	ACTUAL CASH VALUE YEAR: 2013 MFG: GEHL SERIAL NUMBER: GHLAL500		
004	FRONT END LOADER W 72' VIRNING GRAPPLE BUCKET & 10' VIRNING SNOW PUSHER	$	35,000
	ACTUAL CASH VALUE YEAR: 2018 MFG: JOHN DEERE SERIAL NUMBER: 4832		

COMMERCIAL INLAND MARINE SCHEDULE

---

005 LOADER W/RYLING 96X60 CONSTRUCTION FORKS $ 125,000

ACTUAL CASH VALUE
YEAR: 2000 MFG: CASE
MODEL: 621C SERIAL NUMBER: 3099

006 WHEEL LOADER $ 25,000

ACTUAL CASH VALUE
YEAR: 2024 MFG: BOBCAT
MODEL: S64 SERIAL NUMBER: B4SC2319

007 SKID LOADER $ 50,000

ACTUAL CASH VALUE
YEAR: 1998 MFG: CHAMPION
SERIAL NUMBER: 8554

008 MOTOR GRADER (PUBLIC SERVICES) $ 50,000

ACTUAL CASH VALUE
MFG: XEROX
SERIAL NUMBER: 4053

009 7225 PT COPIER $ 23,424

ACTUAL CASH VALUE
YEAR: 2013 MFG: CASE
SERIAL NUMBER: 135

010 SNOW REMOVAL EQUIPMENT $ 75,000

PREMIUM $ 4,873

840 CONTR. EQUIP. - LEASED OR RENTED FROM OTHERS
LIMITS OF INSURANCE
THE MOST "WE" PAY FOR LOSS TO ANY ONE ITEM $ 25,000

THE MOST "WE" PAY FOR LOSS IN ANY ONE OCCURRENCE $ 25,000

ACTUAL CASH VALUE

DEDUCTIBLE $ 1000

NON-REPORTING FORM PREMIUM INCLUDED

ELECTRONIC DATA PROCESSING

863 ELECTRONIC DATA PROCESSING - BLANKET LIMITS

AS QUOTED ON: 02/11/25 (BPP)

EMPLOYERS MUTUAL CASUALTY COMPANY QUOTE NO: C014719-05
CITY OF GRINNELL EFF DATE: 04/01/25 EXP DATE: 04/01/26

C O M M E R C I A L   I N L A N D   M A R I N E   S C H E D U L E

$ 1,000 DEDUCTIBLE APPLIES TO ALL COVERED PERILS
UNLESS A DIFFERENT DEDUCTIBLE IS INDICATED BELOW
$ 1,000 DEDUCTIBLE - EARTHQUAKE AND VOLCANIC ERUPTION
NOT COVERED DEDUCTIBLE - "FLOOD"
$ 2,500 DEDUCTIBLE - "MECHANICAL BREAKDOWN", "ELECTRICAL
DISTURBANCE" AND "POWER SUPPLY DISTURBANCE"

100% COINSURANCE-"hardware","media",& "programs and applications"
100% COINSURANCE-"data records" and "proprietary programs"
100% COINSURANCE- INCOME COVERAGE

$ 107,500	EARTHQUAKE "AGGREGATE" LIMIT
$ 107,500	EARTHQUAKE "OCCURRENCE" LIMIT
$ 107,500	EARTHQUAKE "CATASTROPHE" LIMIT
NOT COVERED	FLOOD "AGGREGATE" LIMIT
NOT COVERED	FLOOD "OCCURRENCE" LIMIT
NOT COVERED	FLOOD "CATASTROPHE" LIMIT
NOT COVERED	SEWER BACKUP "AGGREGATE" LIMIT
NOT COVERED	SEWER BACKUP "OCCURRENCE" LIMIT
NOT COVERED	SEWER BACKUP "CATASTROPHE" LIMIT

COVERAGE LIMITS

$ 57,500	CATASTROPHE LIMIT- THE MOST "WE" PAY FOR ANY COMBINATION OF OR TOTAL OF LOSSES ARISING UNDER ONE OR MORE COVERAGES IN ANY ONE OCCURRENCE

EQUIPMENT LIMITS

$ 50,000	HARDWARE - THE MOST "WE" PAY FOR LOSS AT ANY ONE LOCATION
NOT COVERED	PROTECTION AND CONTROL SYSTEMS - THE MOST "WE" PAY FOR LOSS AT ANY ONE LOCATION
NOT COVERED	TELECOMMUNICATIONS EQUIPMENT - THE MOST "WE" PAY FOR LOSS AT ANY ONE LOCATION
NOT COVERED	REPRODUCTION EQUIPMENT - THE MOST "WE" PAY FOR LOSS AT ANY ONE LOCATION

SOFTWARE LIMITS

$ 50,000	SOFTWARE LIMITS - SOFTWARE
INCLUDED	DATA RECORDS - THE MOST "WE" PAY FOR LOSS AT ANY ONE LOCATION
INCLUDED	PROPRIETARY PROGRAMS - THE MOST "WE" PAY FOR LOSS AT ANY ONE LOCATION
INCLUDED	PROGRAMS AND APPLICATIONS - THE MOST "WE" PAY FOR LOSS AT ANY ONE LOCATION
INCLUDED	MEDIA - THE MOST "WE" PAY FOR LOSS AT ANY ONE LOCATION

AS QUOTED ON: 02/11/25 (BPP)

INSURANCE

CONDITIONAL

EMPLOYERS MUTUAL CASUALTY COMPANY QUOTE NO: C014719-05
CITY OF GRINNELL EFF DATE: 04/01/25 EXP DATE: 04/01/26

C O M M E R C I A L   I N L A N D   M A R I N E   S C H E D U L E

INCOME COVERAGE - (Earnings AND Extra Expense)
$ 7,500 INCOME COVERAGE - THE MOST "WE" PAY FOR LOSS AT ANY ONE LOCATION

COVERAGE EXTENSIONS

Additional Debris Removal Expenses	$ 25,000
ELECTRICAL AND POWER SUPPLY DISTURBANCE	COVERED
Emergency Removal (Number of DAYS)	365
Emergency Removal Expenses	$ 5,000
Fraud and Deceit	$ 5,000
MECHANICAL BREAKDOWN COVERAGE	COVERED

SUPPLEMENTAL COVERAGES

Acquired Locations	$ 500,000
Earthquake Coverage	COVERED
Flood Coverage	NOT COVERED
FOREIGN TRANSIT AND LOCATION COVERAGE	$ 5,000
Incompatible Hardware and Media	$ 10,000
NEWLY PURCHASED OR LEASED HARDWARE	$ 500,000
Off-Site Computers	$ 10,000
Pollutant Cleanup and Removal	$ 15,000
Property in Transit	$ 15,000
RECHARGE OF FIRE EXTINGUISHING EQUIPMENT	$ 15,000
Sewer Backup	NOT COVERED
REWARDS	$ 5,000
Software Storage	$ 50,000
Virus and Hacking	
Limit any one occurrence	$ 50,000
Limit each separate 12 month period	$ 150,000

INCOME COVERAGE EXTENSIONS

Interruption by civil authority (DAYS)	30
Period of loss extension (DAYS)	30

AS QUOTED ON: 02/11/25 (BPP)

COMMERCIAL INLAND MARINE SCHEDULE

SUPPLEMENTAL INCOME COVERAGES

Acquired Locations	$ 50,000
Earthquake Coverage	COVERED
Flood Coverage	NOT COVERED
Property in Transit	$ 10,000
Sewer Backup	NOT COVERED
UTILITY SERVICE INTERRUPTION	$ 25,000
OVERHEAD TRANSMISSION LINES	INCLUDED
Waiting Period (HOURS)	24
Virus and Hacking	
Limit any one occurrence	$ 25,000
Limit each separate 12 month period	$ 75,000
Waiting Period (HOURS)	24

PREMIUM $ 100

LOCATION: 001 1313 1ST AVE
GRINNELL, IA 50112-1947

CLASS	DESCRIPTION	SPECIAL* INTEREST	LIMITS

FINE ARTS

334 FINE ARTS - COMMERCIAL (ALL OTHER)
$ 1,000 DEDUCTIBLE APPLIES PER OCCURRENCE TO THE FOLLOWING ITEMS

001	520 4th Ave, Grinnell, IA 50112	$ 33,000
002	55 930 Park St./Drake Community Library Grinnell, IA 50112	$ 22,000

PREMIUM $ 165

LOCATION: 002 VARIOUS LOCATIONS
GRINNELL, IA 50112

CLASS	DESCRIPTION	SPECIAL* INTEREST	LIMITS

SCHEDULED PROPERTY FLOATER

798 SCHEDULED PROPERTY FLOATER
100% COINSURANCE

AS QUOTED ON: 02/11/25 (BPP)

COMMERCIAL INLAND MARINE SCHEDULE

COVERAGE EXTENSIONS
ADDITIONAL DEBRIS REMOVAL EXPENSES $ 5,000

SUPPLEMENTAL COVERAGES
POLLUTANT CLEANUP AND REMOVAL $ 10,000

$ 1,000 DEDUCTIBLE APPLIES PER OCCURRENCE TO THE FOLLOWING ITEMS
ACTUAL CASH VALUE
001 MISC TOOLS - NO ONE ITEM TO EXCEED $ 253,220
$10,000 IN VALUE. ITEMS WITH A VALUE IN
EXCESS OF $10,000, MUST BE SCHEDULED
FOR COVERAGE TO APPLY.

PREMIUM $ 2,406

LOCATION: 003 1020 SPRING ST
GRINNELL, IA 50112-1943

CLASS	DESCRIPTION	SPECIAL* INTEREST	LIMITS

SCHEDULED PROPERTY FLOATER

798 SCHEDULED PROPERTY FLOATER
100% COINSURANCE
COVERAGE EXTENSIONS
ADDITIONAL DEBRIS REMOVAL EXPENSES $ 5,000

SUPPLEMENTAL COVERAGES
POLLUTANT CLEANUP AND REMOVAL $ 10,000

$ 1,000 DEDUCTIBLE APPLIES PER OCCURRENCE TO THE FOLLOWING ITEMS
ACTUAL CASH VALUE
001 Xerox Atalink C8045 Copier $ 26,784
S/N 1508

PREMIUM $ 254

CONDITIONAL

EMPLOYERS MUTUAL CASUALTY COMPANY   Quote Number: J014719-25

QUOTATION
COMMERCIAL UMBRELLA

Quotation is Valid From 02/12/25 to 04/01/25
Proposed Policy Period: From 04/01/25 to 04/01/26
(Quote may be subject to change)

PREPARED FOR:	PRESENTED BY:
CITY OF GRINNELL 520 4TH AVE GRINNELL IA 50112-1947	NORTH RISK PARTNERS, LLC 1045 76TH ST STE 4000 WEST DES MOINES IA 50266-5841

AGENT: AA 5528
AGENT PHONE: (515)327-8450

Insured is MUNICIPALITY   Business Desc: MUNICIPALITY

LIMITS OF INSURANCE

Each Occurrence Limit (Liability Coverage)	$ 10,000,000
Personal & Advertising Injury Limit (Any one person or organization)	$ 10,000,000
Aggregate Limit (Liability Coverage) (except with respect to "covered autos")	$10,000,000

PREMIUM NOT SUBJECT TO AUDIT $ 40,805.00

A $100 MINIMUM POLICY PREMIUM APPLIES
IF POLICY IS CANCELLED AFTER THE EFFECTIVE DATE.

AS QUOTED ON: 02/12/25 BPP

EMPLOYERS MUTUAL CASUALTY COMPANY QUOTE NUMBER: J014719-25

CITY OF GRINNELL EFF DATE: 04/01/25 EXP DATE: 04/01/26

COMMERCIAL UMBRELLA POLICY QUOTE

ENDORSEMENT SCHEDULE

FORM	EDITION DATE	DESCRIPTION/ADDITIONAL INFORMATION	PREMIUM
*CU0001	04-13	COMM LIABILITY UMBRELLA COV FORM	
*CU0005	12-23	EXCL-VIOLATION/LAW ADDRESSING DATA	
*CU0220	09-00	IA CHANGES - CANCEL AND NONRENEW	
*CU2123	02-02	NUCLEAR ENERGY LIAB EXCL BROAD FORM	
*CU2130	01-15	CAP OF LOSSES FROM CERT ACTS OF TERR	
*CU2136	01-15	EXCL PUNITIVE DMG CERT ACTS OF TERR	
*CU2171	06-15	EXCLUSION-UNMANNED AIRCRAFT	
*CU2186	12-23	EXCL-ACCESS/DISCL OF CONFID/PERSONAL	
*CU2209	04-13	EXCL - FAILURE TO SUPPLY	
*CU2225	09-18	EXCL-EMRGNCY VEH-VOL FIREFIGHTER INJ	
*CU2409	03-05	CONTRACTUAL LIABILITY - RAILROADS	
		SCHEDULED RAILROAD/DESIGNATED JOB SITE:	
		UNSCHEDULED/UNDESIGNATED	
*CU3444	09-22	BROAD ABUSE OR MOLESTATION EXCLUSION	
*CU3454	05-23	EXCL PERFLUOROALKYL/POLYFLUROALKYL	
*CU3456	12-23	CYBER INCIDENT	
*CU7001A	11-15	SCHED OF PRIMARY INS - AUTOMATED	
*CU7276	03-21	COMMERCIAL UMBRELLA AMENDMENT OF COV	
*CU7290.1	10-23	LINEBACKER PUBLIC OFFICIALS/EPL END	
		PUBLIC OFFICIALS WRONGFUL ACT	
		AND EMPLOYMENT PRACTICES LIABILITY	
		RETROACTIVE DATE: 04/01/2020	
*CU7293	08-06	FOREIGN EXPOSURE FOLLOWING FORM	
*CU7294	08-06	GOV SUB HAZARDS RESTRICTIVE END	
*CU7346	11-20	COMMUNICABLE DISEASE EXCLUSION	
*CU7404.1	10-08	UMBRELLA LIAB AMEND - FOLLOW FORM	
*CU7432.1	04-09	EMPLOYEE BENEFITS LIABILITY COVERAGE	
		LIMITS OF INSURANCE	
		$ 10,000 RETAINED LIMIT	
		$ 2,000,000 EACH EMPLOYEE	
		$ 4,000,000 AGGREGATE	
*CU7464	07-15	LAW ENFORCEMENT LIABILITY	
*CU7486	10-22	CANNABIS EXCL/EXCP RETAIL SALES CBD	
*CU7487	07-23	ABUSE OR MOLESTATION LIAB SUB/OCCUR	
		ABUSE OR MOLESTATION LIABILITY SUBLIMIT	
		WITHIN POLICY LIMIT	
		ABUSE OR MOLESTATION LIABILITY EACH	
		OCCURRENCE LIMIT: $10,000,000	
		ABUSE OR MOLESTATION LIABILITY	
		AGGREGATE LIMIT: $10,000,000	
*CU8160	12-23	CYBER INCIDENT/DATA PRIVACY EXCL PH	
*IL0017	11-98	COMMON POLICY CONDITIONS	
*IL7004	03-20	MUTUAL POLICY PROVISIONS	
*IL7131A	04-01	COMM'L POLICY ENDORSEMENT SCHEDULE	
*IL7168	01-22	ASBESTOS EXCLUSION	

AS QUOTED ON: 02/12/25

CONDITIONAL

EMPLOYERS MUTUAL CASUALTY COMPANY QUOTE NUMBER: J014719-25

CITY OF GRINNELL EFF DATE: 04/01/25 EXP DATE: 04/01/26

COMMERCIAL UMBRELLA POLICY QUOTE

ENDORSEMENT SCHEDULE

FORM	EDITION DATE	DESCRIPTION/ADDITIONAL INFORMATION	PREMIUM
*IL8383.2A	12-20	DISCL PURSUANT TERRSM RISK INS. ACT	$ 405
*IL8384A	01-08	TERRORISM NOTICE	
*IL8771	10-23	IMPORTANT NOTICE TO POLICYHOLDER	

AS QUOTED ON: 02/12/25

T E R R O R I S M   N O T I C E

This insurance may include coverage for certified acts of terrorism as defined in the Terrorism Risk Insurance Act, as amended.

Attached you will find a disclosure, which identifies the specific charge for certified acts of terrorism.

YOU MAY HAVE THE OPTION TO REJECT THIS TERRORISM COVERAGE

For additional information, please contact your agent

AS QUOTED ON: 02/12/25

THIS ENDORSEMENT IS ATTACHED TO AND MADE PART OF YOUR POLICY IN RESPONSE TO THE DISCLOSURE REQUIREMENTS OF THE TERRORISM RISK INSURANCE ACT. THIS ENDORSEMENT DOES NOT GRANT ANY COVERAGE OR CHANGE THE TERMS AND CONDITIONS OF ANY COVERAGE UNDER THE POLICY.

DISCLOSURE PURSUANT TO TERRORISM RISK INSURANCE ACT

SCHEDULE

Terrorism Premium (Certified Acts) $405.00

A. Disclosure Of Premium:
In accordance with the federal Terrorism Risk Insurance Act, we are required to provide you with a notice disclosing the portion of your premium, if any, attributable to coverage for terrorist acts certified under the Terrorism Risk Insurance Act. The portion of your premium attributable to such coverage is shown in the Schedule of this endorsement or in the policy Declarations.

B. Disclosure Of Federal Participation In Payment Of Terrorism Losses:
The United States Government, Department of the Treasury, will pay a share of terrorism losses insured under the federal program. The federal share equals 80% of that portion of the amount of such insured losses that exceeds the applicable insurer retention. However, if aggregate insured losses attributable to terrorist acts certified under the Terrorism Risk Insurance Act exceed $100 billion in a calendar year, the Treasury shall not make any payment for any portion of the amount of such losses that exceeds $100 billion.

C. Cap On Insurer Participation In Payment Of Terrorism Losses:
If aggregate insured losses attributable to terrorist acts certified under the Terrorism Risk Insurance Act exceed $100 billion in a calendar year and we have met our insurer deductible under the Terrorism Risk Insurance Act, we shall not be liable for the payment of any portion of the amount of such losses that exceeds $100 billion, and in such case insured losses up to that amount are subject to pro rata allocation in accordance with procedures established by the Secretary of the Treasury.

The following statement is required to be part of the disclosure notice in MISSOURI:
The premium above is for certain losses resulting from certified acts of terrorism as covered pursuant to coverage provisions, limitations and exclusions in this policy. You should read the definition in your policy carefully, but generally speaking, "certified" acts of terrorism are acts that exceed $5 million in aggregate losses to the insurance industry and which are subsequently declared by the U.S. Secretary of the Treasury as a certified terrorist act under the Terrorism Risk Insurance Act. Some losses resulting from certified acts of terrorism are not covered. Read your policy and endorsements carefully.

AS QUOTED ON: 02/12/25

EMPLOYERS MUTUAL CASUALTY COMPANY Quote Number: J014719-25
CITY OF GRINNELL Eff Date: 04/01/25 Exp Date: 04/01/26

C O M M E R C I A L   U M B R E L L A   S C H E D U L E

****

R E T A I N E D   L I M I T

Self Insured Retention $10,000

SCHEDULE OF UNDERLYING INSURANCE

Commercial General Liability
Company: UNION INSURANCE COMPANY OF PROVIDENCE
Policy Number: BBYJ692 Policy Period: 04/01/25 to 04/01/26

Occurrence Basis

Minimum Applicable Limits

General Aggregate	$ 4,000,000
Products-Completed Operations Aggregate	$ 4,000,000
Personal and Advertising Injury	$ 2,000,000
Each Occurrence	$ 2,000,000
Employee Benefit Liability	$ 2,000,000 Each Employee
	$ 4,000,000 Aggregate

Commercial Auto Liability
Company: EMCASCO Insurance Company
Policy Number: E014719 Policy Period: 04/01/25 to 04/01/26

Minimum Applicable Limits

Covered Auto Liability	$ 2,000,000 Each Accident

Public Officials Liability (Claims Made)
Company: Employers Mutual Casualty Company
Policy Number: K014719 Policy Period: 04/01/25 to 04/01/26

Minimum Applicable Limits

$ 2,000,000 Each Loss
$ 2,000,000 Aggregate

AS QUOTED ON: 02/12/25 BPP

CONDITIONAL

EMPLOYERS MUTUAL CASUALTY COMPANY — Quote Number: J014719-25
CITY OF GRINNELL — Eff Date: 04/01/25 Exp Date: 04/01/26

Law Enforcement Liability
Company: Employers Mutual Casualty Company
Policy Number: G014719 — Policy Period: 04/01/25 to 04/01/26

Minimum Applicable Limits

$ 2,000,000	Each Occurrence
$ 2,000,000	Aggregate

AS QUOTED ON: 02/12/25 BPP

CONDITIONAL

EMPLOYERS MUTUAL CASUALTY COMPANY QUOTE NUMBER: F014719-03

CRIME AND FIDELITY COVERAGE PART QUOTATION (GOVERNMENT ENTITIES)

QUOTATION IS VALID: FROM 02/11/25 TO 04/01/25
PROPOSED POLICY PERIOD: FROM 04/01/25 TO 04/01/26

PREPARED FOR:	PRESENTED BY:
CITY OF GRINNELL 520 4TH AVE GRINNELL IA 50112-1947	NORTH RISK PARTNERS, LLC 1045 76TH ST STE 4000 WEST DES MOINES IA 50266-5841

AGENT: AA 5528
AGENT PHONE: (515)327-8450

INSURED IS: MUNICIPALITY BUSINESS DESC: MUNICIPALITY

SEE ATTACHED SCHEDULE FOR DESCRIPTION OF LOCATIONS, LIMITS, AND DEDUCTIBLES.

INSURING AGREEMENTS	PREMIUM
EMPLOYEE THEFT - BLANKET (PER LOSS)	$ 245.00
FORGERY OR ALTERATION - NEGOTIABLE INSTRUMENTS	$ 60.00
INSIDE THE PREMISES - ROBBERY OR SAFE BURGLARY OF OTHER PROPERTY	$ 72.00
OUTSIDE THE PREMISES	$ 19.00
COMPUTER AND FUNDS TRANSFER FRAUD	$ 48.00
INSIDE THE PREMISES - THEFT OF OTHER PROPERTY	$ 205.00
INSIDE THE PREMISES - ROBBERY OF WATCHPERSON OR BURGLARY OF OTHER PROPERTY	$ 205.00
TOTAL POLICY PREMIUM	$ 854.00

AS QUOTED ON: 02/11/25 (BPP)

CONDITIONAL

EMPLOYERS MUTUAL CASUALTY COMPANY QUOTE NUMBER: F014719-03

CITY OF GRINNELL EFF DATE: 04/01/25 EXP DATE: 04/01/26

G O V E R N M E N T   C R I M E   P O L I C Y
Q U O T E

ENDORSEMENT SCHEDULE

FORM	EDITION DATE	DESCRIPTION/ADDITIONAL INFORMATION	PREMIUM
*CR0405	06-22	INS THE PREM - THEFT OF OTHER PROP	
*CR0406	06-22	INS THE PREM - ROB OR BURG OF OTHR	
*CR0750	06-22	AMENDMENT-DELETE PROV REGARD TERROR	
*CR2042	05-23	EXCL. DIGITAL TOKENS & OTHER ELEC.	
*CR2519	06-22	ADD FAITHFL PERF OF DUTY COV FOR GOV PER LOSS LIMIT: $10,000	
*CR2548	06-22	INCLUDE INDEMNITY OF BONDED OFFICIAL	
*CR7002.7	12-22	SPECIAL GOVT CRIME QUICK REF (DISC)	
*CR7010A	12-22	CRIME & FID. COV. PART DEC. (GOV'T)	
*CR7110	12-22	SPECIAL GOVERNMENT CRIME COV. FORM	
*CR7116A	12-22	CRIME & FID COV PART SCHDULE (GOVT)	
*IL0017	11-98	COMMON POLICY CONDITIONS	
*IL0276	09-08	IA CHANGES - CANCELLATION/NONRENEWAL	
*IL7004	03-20	MUTUAL POLICY PROVISIONS	
*IL7131A	04-01	COMM'L POLICY ENDORSEMENT SCHEDULE	
*IL7306	08-98	EXC. OF CERT. COMPUTER LOSSES	

AS QUOTED ON: 02/11/25

EMPLOYERS MUTUAL CASUALTY COMPANY QUOTE NUMBER: F014719-03
CITY OF GRINNELL EFF DATE: 04/01/25 EXP DATE: 04/01/26

CRIME AND FIDELITY COVERAGE PART QUOTATION SCHEDULE (GOVERNMENT ENTITIES)

DESCRIPTION	DED (PER OCCURRENCE)	LIMIT (PER OCCURRENCE)
EMPLOYEE THEFT - BLANKET (PER LOSS)	$ 10,000	$ 100,000
FORGERY OR ALTERATION - NEGOTIABLE INSTRUMENTS	$ 10,000	$ 100,000
INSIDE THE PREMISES - ROBBERY OR SAFE BURGLARY OF OTHER PROPERTY	$ 10,000	$ 100,000
OUTSIDE THE PREMISES	$ 10,000	$ 100,000
COMPUTER AND FUNDS TRANSFER FRAUD	$ 10,000	$ 100,000
INSIDE THE PREMISES - THEFT OF OTHER PROPERTY	$ 10,000	$ 100,000
INSIDE THE PREMISES - ROBBERY OF WATCHPERSON OR BURGLARY OF OTHER PROPERTY	$ 10,000	$ 100,000

AS QUOTED ON: 02/11/25 (BPP)

CONDITIONAL

EMPLOYERS MUTUAL CASUALTY COMPANY QUOTE NUMBER: K014719-08

Q U O T A T I O N - L I N E B A C K E R

QUOTATION IS VALID FROM 02/11/25 TO 04/01/25
PROPOSED POLICY PERIOD: FROM 04/01/25 TO 04/01/26

P R E P A R E D F O R:	P R E S E N T E D B Y:
CITY OF GRINNELL 520 4TH AVE GRINNELL IA 50112-1947	NORTH RISK PARTNERS, LLC 1045 76TH ST STE 4000 WEST DES MOINES IA 50266-5841

AGENT: AA 5528
AGENT PHONE: (515)327-8450

INSURED IS: MUNICIPALITY BUSINESS DESC: MUNICIPALITY

RETROACTIVE DATE AND EXCESS EXTENDED REPORTING PERIOD:
THIS INSURANCE DOES NOT APPLY TO WRONGFUL ACTS WHICH OCCUR
BEFORE THE RETROACTIVE DATE SHOWN BELOW.
RETROACTIVE DATE: 04/01/20
AVAILABLE SUPPLEMENTAL EXTENDED REPORTING PERIOD: (5 YEARS)

L I M I T S O F L I A B I L I T Y

EACH LOSS	$ 2,000,000
AGGREGATE FOR EACH POLICY TERM	$ 2,000,000
INSURED'S DEDUCTIBLE EACH CLAIM (INCLUDING DEFENSE EXPENSE)	$ 25,000

TOTAL ADVANCE PREMIUM $ 9,251.00

COVERAGE IS PROVIDED FOR BOARD AND ALL EMPLOYEES

(THE ADVANCE PREMIUM IS A MINIMUM PREMIUM FOR THE POLICY TERM)
A $100 MINIMUM POLICY PREMIUM APPLIES
IF POLICY IS CANCELLED AFTER THE EFFECTIVE DATE

AS QUOTED ON: 02/11/25 BPP

CONDITIONAL

EMPLOYERS MUTUAL CASUALTY COMPANY QUOTE NUMBER: K014719-08

CITY OF GRINNELL EFF DATE: 04/01/25 EXP DATE: 04/01/26

L I N E B A C K E R   P O L I C Y
Q U O T E

ENDORSEMENT SCHEDULE

FORM	EDITION DATE	DESCRIPTION/ADDITIONAL INFORMATION	PREMIUM
*CL7001	10-23	LNBKR PUBLIC/EPLI COVERAGE FORM	
*CL7110	01-18	NUCLEAR ENERGY LIABILITY EXCLUSION	
*CL7128	05-20	TORT LIABILITY ENDORSEMENT	
*CL7130.1	10-19	LOSS OF SALARY OR FRINGE BENEFITS	
		LIMITS OF LIABILITY	
		EACH LOSS/AGGREGATE	
		EACH LOSS/AGGREGATE/DED PER PERSON	
		$2,000,000	
		$2,000,000	
		$25,000 DEDUCTIBLE PER PERSON	
*CL7156	01-18	CAP ON LOSSES CERT ACTS OF TERRORISM	
*CL7161	01-18	EXCL PUNITIVE DMGS ACTS OF TERRORISM	
*CL7179	01-21	LINEBACKER AMENDMENT - LAND USE END.	
*CL7202	10-15	DATA COMPROMISE & CYBER LIAB EXCL	
*CL7210	01-16	EXCL UNMANNED AIRCRAFT	
*IL7004	03-20	MUTUAL POLICY PROVISIONS	
*IL7123	01-18	IA CHANGES - CANCELLATION/NONRENEWAL	
*IL7131A	04-01	COMM'L POLICY ENDORSEMENT SCHEDULE	
*IL7149	01-08	COMMON POLICY CONDITIONS	
*IL7326	01-18	CALCULATION OF PREMIUM	
*IL8383.2A	12-20	DISCL PURSUANT TERRSM RISK INS. ACT	$ 181
*IL8384A	01-08	TERRORISM NOTICE	

AS QUOTED ON: 02/11/25

T E R R O R I S M   N O T I C E

This insurance may include coverage for certified acts of terrorism as defined in the Terrorism Risk Insurance Act, as amended.

Attached you will find a disclosure, which identifies the specific charge for certified acts of terrorism.

YOU MAY HAVE THE OPTION TO REJECT THIS TERRORISM COVERAGE

For additional information, please contact your agent

AS QUOTED ON: 02/11/25

THIS ENDORSEMENT IS ATTACHED TO AND MADE PART OF YOUR POLICY IN RESPONSE TO THE DISCLOSURE REQUIREMENTS OF THE TERRORISM RISK INSURANCE ACT. THIS ENDORSEMENT DOES NOT GRANT ANY COVERAGE OR CHANGE THE TERMS AND CONDITIONS OF ANY COVERAGE UNDER THE POLICY.

DISCLOSURE PURSUANT TO TERRORISM RISK INSURANCE ACT

SCHEDULE

Terrorism Premium (Certified Acts) $181.00

A. Disclosure Of Premium:
In accordance with the federal Terrorism Risk Insurance Act, we are required to provide you with a notice disclosing the portion of your premium, if any, attributable to coverage for terrorist acts certified under the Terrorism Risk Insurance Act. The portion of your premium attributable to such coverage is shown in the Schedule of this endorsement or in the policy Declarations.

B. Disclosure Of Federal Participation In Payment Of Terrorism Losses:
The United States Government, Department of the Treasury, will pay a share of terrorism losses insured under the federal program. The federal share equals 80% of that portion of the amount of such insured losses that exceeds the applicable insurer retention. However, if aggregate insured losses attributable to terrorist acts certified under the Terrorism Risk Insurance Act exceed $100 billion in a calendar year, the Treasury shall not make any payment for any portion of the amount of such losses that exceeds $100 billion.

C. Cap On Insurer Participation In Payment Of Terrorism Losses:
If aggregate insured losses attributable to terrorist acts certified under the Terrorism Risk Insurance Act exceed $100 billion in a calendar year and we have met our insurer deductible under the Terrorism Risk Insurance Act, we shall not be liable for the payment of any portion of the amount of such losses that exceeds $100 billion, and in such case insured losses up to that amount are subject to pro rata allocation in accordance with procedures established by the Secretary of the Treasury.

The following statement is required to be part of the disclosure notice in MISSOURI:
The premium above is for certain losses resulting from certified acts of terrorism as covered pursuant to coverage provisions, limitations and exclusions in this policy. You should read the definition in your policy carefully, but generally speaking, "certified" acts of terrorism are acts that exceed $5 million in aggregate losses to the insurance industry and which are subsequently declared by the U.S. Secretary of the Treasury as a certified terrorist act under the Terrorism Risk Insurance Act. Some losses resulting from certified acts of terrorism are not covered. Read your policy and endorsements carefully.

CONDITIONAL

EMPLOYERS MUTUAL CASUALTY COMPANY Quote Number: G014719-03

QUOTATION
COMMERCIAL LAW ENFORCEMENT

Quotation is Valid From 02/11/25 to 04/01/25
Proposed Policy Period: From 04/01/25 to 04/01/26

PREPARED FOR:	PRESENTED BY:
CITY OF GRINNELL 520 4TH AVE GRINNELL IA 50112-1947	NORTH RISK PARTNERS, LLC 1045 76TH ST STE 4000 WEST DES MOINES IA 50266-5841

AGENT: AA 5528
AGENT PHONE: (515)327-8450

INSURED IS: MUNICIPALITY BUSINESS DESC: MUNICIPALITY

LIMITS OF INSURANCE

Each Occurrence	$ 2,000,000
Aggregate Limit	$ 2,000,000
Medical Expense (Any one person)	$ 5,000
Deductible Per Occurrence	$ 25,000

TOTAL POLICY PREMIUM $ 14,030.00

A $100 MINIMUM POLICY PREMIUM APPLIES
IF POLICY IS CANCELLED AFTER THE EFFECTIVE DATE.

AS QUOTED ON: 02/11/25 BPP

CONDITIONAL

EMPLOYERS MUTUAL CASUALTY COMPANY QUOTE NUMBER: G014719-03

CITY OF GRINNELL EFF DATE: 04/01/25 EXP DATE: 04/01/26

L A W E N F O R C E M E N T P O L I C Y
Q U O T E

ENDORSEMENT SCHEDULE

FORM	EDITION DATE	DESCRIPTION/ADDITIONAL INFORMATION	PREMIUM
*IL7004	03-20	MUTUAL POLICY PROVISIONS	
*IL7123	01-18	IA CHANGES - CANCELLATION/NONRENEWAL	
*IL7131A	04-01	COMM'L POLICY ENDORSEMENT SCHEDULE	
*IL7149	01-08	COMMON POLICY CONDITIONS	
*IL7326	01-18	CALCULATION OF PREMIUM	
*IL8576	10-17	MEDICARE IMPT NOTICE TO POLICYHOLDER	
*LE7001A	01-08	LAW ENFORCEMENT LIABILITY SCHEDULE	
		TERRORISM COVG INCL IN MAIN COV FORM	$ 275
*LE7002	08-18	LAW ENFORCEMENT LIABILITY COV FORM	
*LE7100	01-08	NUCLEAR ENERGY EXCLUSION ENDORSEMENT	
*LE7107	01-08	FUNGI OR BACTERIA EXCLUSION	
*LE7112	01-08	WATERCRAFT	
		SCHEDULE:	
		ANY WATERCRAFT UNDER 26' THAT IS OWNED,	
		USED BY OR RENTED TO THE INSURED	
*LE7115	01-09	LAW ENFORCEMENT PRIOR ACTS END.	
		RETROACTIVE DATE: 04/01/2020	

AS QUOTED ON: 02/11/25

CONDITIONAL

EMPLOYERS MUTUAL CASUALTY COMPANY — Quote Number: G014719-03
CITY OF GRINNELL — Eff Date: 04/01/25 Exp Date: 04/01/26

L A W E N F O R C E M E N T S C H E D U L E

Type of Jurisdiction: Municipality — Population: 9,564

Additional Exposures:
Jail Facilities

Code/Classification	Exposure	Rate	Premium
88500 Peace Officers / Full Time Premium Basis: Per Each	11	885.988	9746.00
88501 Peace Officers / Part Time Premium Basis: Per Each	1	442.994	443.00
88506 Prior Acts Premium Basis: Flat charge	$ 10189	0.350	3566.00

PREMIUM FOR CERTIFIED ACTS OF TERRORISM $ 275.00
TOTAL POLICY PREMIUM $ 14,030.00

AS QUOTED ON: 02/11/25 BPP

RESOLUTION NO. 2025-38

RESOLUTION APPROVING MOVING EMAIL SECURITY AND MONITORING TO CHECK POINT HARMONY MANAGED BY HEARTLAND BUSINESS SYSTEMS (HBS).

WHEREAS, the city of Grinnell desires to make sure their email monitoring and security are up to the standards needed to make sure business is being handled efficiently and securely; and

WHEREAS, the city of Grinnell and the Drake Community Library Board wish to have all email services handled by an IT provider;

WHEREAS, HBS has reviewed the city's email security to make sure that they are able to provide the services the city of Grinnell needs; and

WHEREAS, the quotes outline the services HBS will be providing as follows:

- Email Security and Monitoring $291.84 monthly

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Grinnell, Iowa, that the Mayor is hereby directed and authorized to sign the quotes for Check Point Harmony services with HBS.

Passed and approved this 17th day of March 2025.

____
Dan F. Agnew, Mayor

ATTEST:

____
Alyssa Devig, Assistant City Clerk/Finance Director

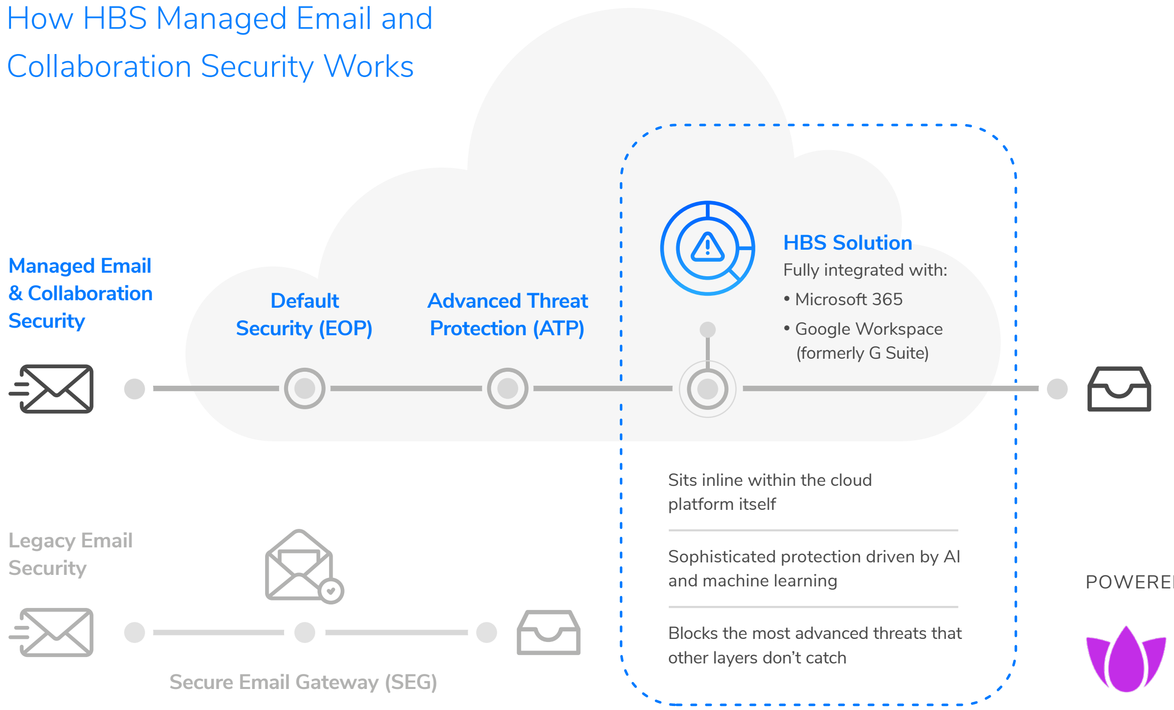
Managed Email and Collaboration Security

Fully managed, inline protection for Microsoft 365 email, Teams, OneDrive, SharePoint, and Google Workspace.

Secure email and collaboration. Expert management and email investigation. One monthly fee.

HBS Managed Email and Collaboration Security gives your cloud email and collaboration tools an added layer of defense to block phishing emails, ransomware and malicious links before they even get the chance to compromise your organization. It's inline protection for Microsoft 365 and Google Workspace (formerly G Suite) that sits right before your inbox, to stop the threats that other filters may let through. And it's fully managed by the HBS team—including setup, support and optional email investigation—all for one monthly or annual fee.

How HBS Managed Email and Collaboration Security Works



POWERED BY

Check Point Harmony Email & Collaboration

An additional layer of protection and last line of defense.

Inline Protection for Email and Collaboration

Powered by Check Point Harmony, the solution sits right before your inbox, blocking phishing emails, ransomware and malicious links or files that other filters have already let through. So you can be confident you're stopping threats before they even have the opportunity to cause damage to your organization.

Internal Scanning and Protection

Inspection and protection for inter-organization email, communication and sharing. You'll get the same level of protection for internal email and collaboration as you experience for external sources.

Encryption and Data Loss Prevention (DLP)

You'll have the option to add encryption and DLP to safely send confidential data or recognize sensitive information and block it from being sent. With HBS Managed Email and Collaboration Security, you can choose the features that best meet the needs of your organization.

Email Investigation as a Service (EIaaS)

Make sure nothing slips through the cracks. Check Point's team of SOC experts is on call 24x7 with a 30-minute SLA response time, so suspicious email and phishing reports, quarantine release requests, the maintenance of allow and block lists, and implementation of cross-customer mitigation are all dealt with promptly.

Service Tiers	Base Includes Check Point Harmony Protect	Preferred Includes Check Point Harmony Advanced Protect	Premier Includes Check Point Harmony Complete Protect
Secure all email - incoming, outgoing, and internal	✓	✓	✓
Advanced AI-based anti-phishing & anti-spam filtering	✓	✓	✓
Known malware prevention (antivirus)	✓	✓	✓
Malicious URL protection & URL click-time protection (URL reputation and URL rewriting)	✓	✓	✓
Account takeover prevenetion (anomalies)	✓	✓	✓
Unauthorized applications detections (Shadow IT)	✓	✓	✓
Monthly or annual fee (consumption billing)	✓	✓	✓
EIaaS 24x7 analysis (optional add-on)	✓	✓	✓
Protection from zero-day malware and malicous URLs (file and URL sandboxing)		✓	✓
File sanitization (CDR)		✓	✓
Data loss prevention (DLP)			✓
Encryption			✓

HEARTLAND BUSINESS SYSTEMS

Email Protection (CheckPoint to replace Hornet Security)

Quote #367555 v2

Prepared For:

City of Grinnell

Ann Wingerter
520 4th Avenue
Grinnell, IA 50112

P: (641) 659-6232
E: awingerter@grinnelliowa.gov

Prepared by:

Des Moines Iowa Area Office

Alex Mead-Perez
7745 Office Plaza Dr N
Suite 150
West Des Moines, IA 50266

P: 712-560-6245
E: alperez@hbs.net

Date Issued:

03.13.2025

Expires:

03.18.2025

Managed One Email & Collaboration Security	Recurring	Qty	Ext. Recurring
Email & Collaboration Security Offering			
Managed Email & Collab Security PREFERRED - Monthly per User Includes Check Point Harmony ADVANCED Email & Collaboration - Monthly per User Powered by Check Point Harmony Protection from advanced phishing, malicious links and files Threat emulation of files and links for zero-day protection Works with Microsoft O365/Google G-Suite - Secure all email - incoming, outgoing, and internal - Advanced AI-based anti-phishing - Anti-spam filtering - Known malware prevention (Antivirus) - Protection from zero-day malware (File Sandboxing) - File sanitization (CDR) - Malicious URL protection (URL Reputation) - URL click-time protection (URL Rewriting) - Protection from zero-day malicious URLs (URL Sandboxing) - Account takeover prevention (Anomalies) - Unauthorized applications detections (Shadow IT)	$2.84	76	$215.84
Managed Email & Collab Security ElaaS - Monthly per User Includes Check Point Harmony Email Investigation as a Service (ElaaS) - Monthly per User Powered by Check Point Harmony Works with Microsoft O365/Google G-Suite Ensure end-user reports receive quick attention. Check Point's Team of SOC experts is on call 24x7 with a 30-minute SLA response time, ensuring suspicious email and phishing reports, quarantine release requests, the maintenance of allow and block lists, and implementation of cross-customer mitigation are all dealt with promptly.	$1.00	76	$76.00
		Monthly Subtotal:	**$291.84**

Monthly Expenses Summary	Amount
Managed One Email & Collaboration Security	$291.84
Monthly Total:	**$291.84**

This quote may not include applicable sales tax, shipping, handling and/or delivery charges. Final applicable sales tax, shipping, handling and/or delivery charges are calculated and applied at invoice. The above prices are for hardware/software only, and do not include delivery, setup or installation by Heartland ("HBS") unless otherwise noted. Installation by HBS is available at our regular hourly rates, or pursuant to a prepaid HBSFlex Agreement. This configuration is presented for convenience only. HBS is not responsible for typographical or other errors/omissions regarding prices or other information. Prices and configurations are subject to change without notice. HBS may modify or cancel this quote if the pricing is impacted by a tariff. A 20% restocking fee will be charged on any returned part. Customer is responsible for all costs associated with return of product and a $25.00 processing fee. No returns, cancellations or order changes are accepted by HBS without prior written approval. This quote and any attached agreement are not subject to termination without cause or for convenience. This quote expressly limits acceptance to the terms of this quote, and HBS disclaims any additional terms. Customer may issue a purchase order for administrative purposes only. By providing your "E-Signature," you acknowledge that your electronic signature is the legal equivalent of your manual signature, and you warrant that you have express authority to execute this agreement and legally bind your organization to this proposal and all attached documents. Any purchase that the customer makes from HBS is governed by HBS' Standard Terms and Conditions ("ST&Cs") located at http://www.hbs.net/standard-terms-and-conditions, which are incorporated herein by reference. The ST&Cs are subject to change. When a new order is placed, the ST&Cs on the above-stated website at that time shall apply. If customer has signed HBS' ST&Cs version 2021.v1.0 or later, or the parties have executed a current master services agreement, the signed agreement shall control over any conflicting terms in the version on the website. If a current master services agreement does not cover the purchase of products, the ST&Cs located on the website shall govern the purchase of products. Certain purchases also require customer to be bound by end user terms and conditions. A list of end user terms and conditions related to various manufacturers and vendors is set forth at https://www.hbs.net/End-User-Agreements. Any purchase that customer makes is also governed by the applicable end user terms and conditions, which are incorporated herein by reference. If customer has questions about whether end user terms and conditions apply to a purchase, customer shall contact HBS. Any order(s) that exceeds the credit limit assigned by HBS shall require upfront payment from customer in an amount determined by HBS. HBS shall make this determination at the time of the order, unless customer has previously submitted the required onboarding paperwork. In such event, HBS shall make this determination at the time of quoting. Customer shall ensure that all invoices are timely paid as stated in Section 2 of the ST&Cs, regardless of whether Customer has a financing or leasing company or other third-party issue the purchase order. In the event that a third-party issues the purchase order, Customer shall be required to sign this Quote for purposes of approving the order. QT.2024.v2.0

Acceptance

Des Moines Iowa Area Office	**City of Grinnell**	
Alex Mead-Perez	Ann Wingerter	
Signature / Name	Signature / Name	Initials
03/13/2025		
Date	Date	

Master Data Center Agreement

(Version 2024.1)

THIS AGREEMENT is entered into between Heartland Business Systems, LLC, a Wisconsin limited liability company ("Provider"), and Customer ("Customer"). The terms of this Agreement include Provider's Standard Terms and Conditions located at http://www.hbs.net/standard-terms-and-conditions ("ST&C"), which are incorporated herein by reference. Should any term contained in this Agreement directly conflict with any term in the ST&C, this Agreement shall control.

ARTICLE I

PROVISION OF SERVICES AND RELATED EQUIPMENT

A. Services. Provider shall provide to Customer those services (the "Services") specifically identified on the attached Quote. Unless the parties mutually agree otherwise in writing, the transmission facilities through which Provider provides the Services to Customer need not be dedicated to the provision of Services exclusively to Customer; and Provider shall be entitled to utilize such facilities for the transmission of other data, or the provision of Services to other customers, provided such other utilization of these facilities does not interfere with Customer's use of the Services. The Services shall be functional in all material respects and available for Customer's use by the date of first availability identified on the Quote.

B. Availability of Services. Provider shall use commercially reasonable efforts to ensure the continuous availability of the Services without interruption. Notwithstanding the prior sentence, Customer acknowledges and agrees that, from time to time, the Services may be temporarily unavailable during periods of testing, maintenance, repair, or during other periods caused by events of force majeure.

Availability/Service Credit: Provider attempts to make the Services accessible 24/7, with a 99.9% targeted uptime. The issuance of any service credits to Customer is governed by the chart listed below. Unavailability is a condition in which there is unavailability of the Services due to hardware failure OR sustained packet loss in excess of fifty percent within Provider's facilities for at least two consecutive hours due to a failure of Provider to provide Services during such period; unavailability does not include packet loss or network unavailability due to scheduled maintenance or inability of a user to connect with the Services due to Internet or telecommunications problems or any other issues outside the control of Provider. In order to receive any service credit, Customer must notify Provider within seven (7) days from the time Customer becomes eligible to receive a service credit. Failure to comply with this requirement will forfeit Customer's right to receive a service credit. The aggregate maximum number of service credits to be issued by Provider to Customer for any and all downtime periods and performance problems during any given calendar month shall not exceed one month of service. Service credits shall be issued as followed:

Length of Unavailability (per calendar month)	Service Credit
24 to 48 hours of aggregate unavailability below 99.9%	1 day of service fees credited (i.e.: 1/30 monthly fees)
48 to 96 hours of aggregate unavailability	2 days of service fees credited

below 99.9%	(i.e.: 1/15 monthly fees)

* Each block of 96 hours of aggregate unavailability thereafter shall be credited 5 days of service fees.

* All Service Credit shall be applied to the next month's invoice.

C. Use of Services.

1. Customer represents and warrants that it will not use the Services or otherwise engage in any activities: that constitute or encourage a violation of any applicable law or regulation, including, but not limited to, the sale of illegal goods, or the violation of export control or obscenity laws; that defame, impersonate, or invade the privacy of any third party or entity; that infringe the rights of any third party, including, but not limited to, the intellectual property, business, contractual, or fiduciary rights of others; that are in any way connected with the transmission of "junk mail," "spam," or the unsolicited mass distribution of e-mail, or with any unethical marketing practices; that cause the reselling or transfer for value of any Services; or that removes any copyright ownership information, or falsifies such information, on any files uploaded, downloaded, made publicly available through, or transmitted via Provider's system.

2. Provider reserves the right, at any time, to refuse to host or discontinue hosting any Web site or Internet connection which Provider believes, in its sole discretion: offers for sale goods or services, or uses or displays materials, that are illegal, obscene, vulgar, offensive, dangerous, or are otherwise inappropriate; received a significant number of complaints for failing to be reasonably accessible to customers or to timely fulfill customer orders; has become the subject of a government complaint or investigation; has violated or is alleged to have violated any local, state, or federal law or regulation; has violated or is alleged to have violated the rights or interests of any person or entity; impairs or threatens to impair the functionality of servers owned or operated by Provider, or other Web sites hosted or maintained by Provider on its own behalf or for the benefit of other customers; or has violated or threatens to violate this Agreement.

3. Customer explicitly licenses Provider to make copies of any copyright protected materials necessary to provide the Services to Customer and to make any copies necessary to preserve and maintain Provider's system and Customer's files and electronic mail.

4. Customer explicitly licenses Provider to make copies, without limitation, of any copyrighted materials submitted to a public forum maintained on Provider's system, or submitted to any forum to which Provider provides access. This clause cannot be modified by either party unless any modification is in writing and signed by both parties.

5. Unattended Forms. Customer shall not run any programs or software that continually send data over or access Provider's system, or run any programs or software on Provider's system unattended, unless such use has been approved in writing by Provider.

D. Equipment.

1. Installation, Operation, and Maintenance of Equipment. Provider shall install, construct, operate, and maintain all cable, equipment, and other facilities necessary to provide the Services to Customer up to a point of demarcation identified by Provider. Unless the parties mutually agree otherwise in writing, Customer shall be responsible for the installation, construction, operation, and maintenance of all cable, equipment, software, licensing

and other facilities necessary to utilize the Services from and after the point of demarcation. To the extent necessary, Customer shall, at no cost to Provider, grant to Provider and its agents access, including any necessary or required easement, to Customer's premises as may be necessary for Provider to install, construct, operate, or maintain any cable, equipment, software, licensing or other facilities, to otherwise provide the Services to Customer. Except in emergency situations (which shall be determined by Provider, in its reasonable judgment), Provider will obtain approval from Customer (not to be unreasonably withheld or delayed) before entering upon Customer's premises to engage in any of the foregoing activities.

2. Responsibility for Equipment. Except as otherwise specified in the Quote, neither party shall be responsible for the maintenance or repair of cable, electronics, structures, equipment, or materials owned by the other party; provided, however, that each party shall be responsible to the other for any damage or harm, including damage caused by environmental conditions at a party's location, or by the negligence or willful misconduct of the other party. Customer shall be responsible for maintaining sufficient insurance coverage to cover damage to Customer's physical property, whether located at Customer's premises or at Provider's premises.

3. Title and Control of Facilities. Title to equipment or facilities owned by Provider and used in any fashion to provide Services shall remain with Provider. Customer shall keep all such equipment and facilities located on Customer's premises free and clear of all liens, encumbrances, and security interests, and shall not tamper with or allow the same to be moved or tampered with by any person not authorized by Provider to do so. Customer shall also keep all such equipment and facilities secure and free from environmental hazards.

4. Access to Equipment and Facilities upon Termination or Expiration of Agreement. Customer shall grant Provider access to all of Provider's equipment and other facilities in or about Customer's premises for purposes of removing the same during the thirty (30) days immediately following the expiration or termination of this Agreement by either party and for any reason. Such access shall be granted during normal business hours and shall afford Provider sufficient time and opportunity to remove its equipment and other facilities from Customer's premises.

E. Procurement of Access Rights. Customer shall, at its expense, procure all necessary rights of way, easements, franchises, licenses, conduit rights, building entrance rights, landlord consents, and other rights and grants of authority which are necessary or desirable for Provider to provide the Services to Customer.

F. Security of Transmitted Information. When applicable, Customer shall incorporate Secure Socket Layer ("SSL"), or substantially equivalent technology, to transmit sensitive Customer information (such as payment information, credit card information, social security numbers and medical information protected by HIPAA) over the World Wide Web. Notwithstanding the incorporation of such technology into the Services delivered to Customer, Provider shall not be liable to Customer or any third party for the failure of such technology to maintain the confidentiality of any information transmitted by, from, or to Provider pursuant to this Agreement, or in connection with the Services provided to Customer.

G. Virtual Private Network Security. Provider's VPN security shall comply with the following NIST Publications:

https://csrc.nist.gov/pubs/sp/800/52/r2/final

https://csrc.nist.gov/pubs/sp/800/77/r1/final

https://csrc.nist.gov/pubs/sp/800/113/final

H. Customer Responsibility of Hosted Software.

1. General. "Hosted Software" shall mean any third-party software that is installed on a remote server which users can access and use through the Internet. Customer acknowledges that with respect to the Hosted Software, all the design, development, operation, support and maintenance of the Hosted Software program is Customer's full financial responsibility. In addition, any Web site owned or operated by Customer; any telecommunication equipment and software owned or operated by Customer; all computer network hardware and software owned and operated by Customer; and all associated software licensing, services, support, maintenance, upgrades, and renewal costs of all items owned or operated by Customer is Customer's full financial responsibility. Customer also acknowledges that in respect to the Hosted Software, Provider's only responsibility is to provide the Services as outlined in this Agreement. Customer further acknowledges that no system on the Internet can be guaranteed safe from unauthorized intrusion, and therefore any confidential or other information stored on or transmitted through Provider's system is stored or transmitted at Customer's sole risk.

2. Hosted Software Content. "Hosted Software Content" shall mean any data provided by Customer. Customer represents and warrants that: (i) Customer owns or has sufficient rights in and to Hosted Software and the Hosted Software Content, including without limitation, personal, medical and financial information contained within the Hosted Software content, in order to use, and permit use of, the Hosted Software content as contemplated in this Agreement; and (ii) the Hosted Software Content does not and shall not contain any content, materials, advertising or services that infringe on or violate any applicable law, regulation or right of a third party. Customer also acknowledges that Hosted Software Content may be stored on servers located within the United States or accessed by Provider's support personnel in the United States, and hereby authorizes such access and storage. Provider only provides access to the Hosted Software. Provider does not operate or control the information, services, opinions or other content of the Internet. Provider does not monitor and shall have no liability or responsibility whatsoever for the Hosted Software Content or any transmissions or communications transmitted or otherwise disseminated via the Services. Customer agrees that it shall make no claim whatsoever against Provider relating to the Hosted Software Content or content of the Internet or respecting any information, product, service or software ordered through or provided via the Internet, and Customer shall indemnify and hold Provider harmless from any and all claims (including claims by governmental entities seeking to impose penal sanctions) related, directly or indirectly, to such Hosted Software Content.

3. Configuration and Support. Customer shall maintain and update DNS records for all domains, and Customer shall be fully responsible for DNS configuration. Customer shall provide level 1 support including, but not limited to initial incoming calls and basic level troubleshooting. Customer shall be responsible for reconfiguring and setting up all mail clients for each individual user account on each computer.

4. Domain Names. In the event that the Quote attached hereto includes the purchase of any domain names, the following shall apply. Customer's purchase of domain names shall automatically renew for successive one (1) year terms, subject to any price adjustment, unless Customer provides written notice to Provider of its intent not to automatically renew prior to the expiration of the then current term. Provider shall have the right to adjust the pricing for each renewal term by providing notice to Customer prior to the expiration of the then current term.

ARTICLE II

COMPENSATION AND PAYMENT TERMS

A. Compensation to Provider. As compensation for the Services provided hereunder, Customer shall pay to

Provider the rates and other charges identified on the Quote for Services provided or made available to Customer during the period identified on Provider's invoice to Customer. For monthly or yearly subscription-based licenses or services, Provider shall have the right to adjust billed quantities based on Customer's monthly or yearly consumption, as applicable. Customer may also request an adjustment to the quantities needed on a monthly basis, and Provider shall have the right to approve or disapprove any such adjustment. Any products or services requested by Customer that fall outside of the terms of this Agreement shall be billed separately.

B. Taxes and Other Charges. There may be added to any charges under the paragraph above, an amount equal to industry-wide surcharges and/or fees and surcharge, duty, levy, tax, or withholding, including, but not limited to, sales, property, excise and use taxes, or any tax in lieu thereof or in addition thereto, imposed by any local, state, or federal government or governmental agency with respect to the Services, or with respect to this Agreement, excepting only taxes on the income of Provider. Furthermore, service order charges apply to certain Services and Customer will also be charged for those amounts.

C. Payment. Provider shall render an invoice in accordance with Provider's usual and customary billing cycle for Services delivered or made available to Customer during each preceding month during the Term. Customer shall pay each invoice in full within thirty (30) days of the date of each invoice. Any invoice, whether for this Agreement or any other products or services provided by Provider, remaining unpaid after its due date shall be grounds for Provider to immediately withhold any Services covered by this Agreement or any other products or services, and shall be a default. In the event of a default, Provider shall have the right, prior to providing any notice of default, to accelerate the payment of all amounts owed by Customer, which shall become immediately due and payable without notice or demand. If Provider brings legal action to collect any amounts owed, Provider shall be entitled to recover all its costs, expenses, disbursements, and attorneys' fees.

ARTICLE III

TERM AND TERMINATION

A. Term. This Agreement shall become effective on the later to occur of: (i) the date first written above; or (ii) the date upon which both parties have executed this Agreement (hereinafter, the "Effective Date" of this Agreement). Provider shall utilize commercially reasonable efforts to make the Services available to Customer as soon as possible; and the Services shall be available to Customer, subject to the terms and conditions hereof, for that period commencing on the Effective Date and continuing until termination as described herein. In the event that the attached Quote contains a specific initial term, Customer shall not have the right to terminate this Agreement during such term. This Agreement shall remain in effect following the expiration of such term, and either party shall have the right to terminate this Agreement on or after the expiration of such term by providing at least thirty (30) days' prior written notice to the other party, provided that if the termination date would fall on a day other than the last day of the month, the termination shall be effective as of the last day of that month. In the event that the attached Quote does not contain a specific initial term, either party shall have the right to terminate this Agreement at any time by providing at least thirty (30) days' prior written notice to the other party, provided that if the termination date would fall on a day other than the last day of the month, the termination shall be effective as of the last day of that month.

B. Default. In the event of a default by one party, the non-defaulting party may provide written notice of the default and may terminate this Agreement at any time following the expiration of a reasonable opportunity to cure such default; provided that, if the defaulting party has cured the default prior to the expiration of such cure period, this

Agreement shall remain in effect. For purposes of this Agreement, a "reasonable opportunity to cure" shall be ten (10) days for a monetary or payment default and thirty (30) days for a non-monetary or non-payment default. In the event of a subsequent default of any type, the non-defaulting party may immediately terminate this Agreement without any notice or opportunity to cure. Furthermore, in the event of a default by Customer, Provider may pursue any rights or remedies that are available at law or equity, and Provider shall not be required to provide any additional services of any type, including but not limited to the transferring, providing or copying of any data or administrative access credentials, unless Customer has first paid all amounts owed to Provider and the amount charged by Provider for such additional services. In the event that this Agreement is terminated due to a default by Customer, Provider shall have no obligation to retain any data provided by Customer. Provider may delete such data without demand or notice, and Provider shall have no liability for taking such action.

C. Changes in Legislation. Should any changes in legislation or law require any changes to this Agreement or any Services provided by Provider, Provider reserves the right to make any such changes, as are determined necessary or prudent to be compliant, at Provider's sole discretion, without giving Customer advanced notice. If such changes are made, Provider shall provide notice of any changes within a reasonable time period. In event of such changes, Customer may terminate the Services without a required notice period, provided that Customer shall pay for all Services provided through the date of the effective termination.

D. Effect of Early Termination. The termination of this Agreement for any cause shall not release either party hereto from any liability which at the time of termination has already accrued to the other party hereto, or which thereafter may accrue with respect to any act or omission prior to termination, or from any obligation which is expressly stated herein to survive termination. Termination of this Agreement in accordance with its terms shall be without prejudice to any other rights or remedies of the parties.

ARTICLE IV

INDEMNIFICATION AND LIMITATIONOF LIABILITY

A. Indemnification. Customer shall indemnify, defend and hold Provider harmless from any and all damages, claims, actions, investigations, proceedings, losses, costs, and other related expenses (including actual attorneys' fees) that may arise out of: (i) any breach of this Agreement by Customer; (ii) any breach of any of the representations or warranties made by Customer in this Agreement; and (iii) any alleged violation of any rights of another, including, but not limited to, Customer's use of any content, trademark, service mark, trade name, copyrighted or patented material, or other intellectual property of its own or of any third party. Customer shall also indemnify, defend and hold Provider harmless from any and all damages, claims, actions, investigations, proceedings, losses, costs, and other related expenses (including actual attorneys' fees) that may relate to or arise out of any violation of the General Data Protection Regulation (GDPR) (EU) 2016/679, as amended from time to time, or any related law, rule, regulation or order, by Customer or its officers, employees, and agents. The indemnification rights are independent of, and in addition to, such rights and remedies as Provider may have at law or in equity or otherwise.

B. LIMITATIONOF LIABILITY.

1. IN GENERAL. EXCEPT AS SPECIFICALLY SET FORTH IN THIS AGREEMENT, PROVIDER SHALL HAVE NO LIABILITY OR RESPONSIBILITY TO CUSTOMER OR TO ANYONE ELSE WITH RESPECT TO ANY LIABILITY, LOSS, OR DAMAGES ARISING OUT OF OR RELATING TO THE OPERATION OR NON-OPERATION OF THE SERVICES. PROVIDER HEREBY SPECIFICALLY DISCLAIMS

ANY AND ALL WARRANTIES, WHETHER EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE IN CONNECTION WITH THIS AGREEMENT OR PROVIDER'S PROVISION OF, OR FAILURE TO PROVIDE, THE SERVICES.

2. NO LIABILITY FOR CONTENT. THE CONTENT THAT CUSTOMER MAY ACCESS OR DELIVER THROUGH ANY SERVICES IS PROVIDED BY INDEPENDENT CONTENT PROVIDERS, OVER WHICH PROVIDER DOES NOT EXERCISE AND DISCLAIMS ANY CONTROL. PROVIDER NEITHER PREVIEWS CONTENT NOR EXERCISES EDITORIAL CONTROL, DOES NOT ENDORSE ANY OPINIONS OR INFORMATION ACCESSED THROUGH ANY SERVICE, AND ASSUMES NO RESPONSIBILITY FOR ON-LINE CONTENT. PROVIDER SPECIFICALLY DISCLAIMS ANY RESPONSIBILITY FOR THE ACCURACY OR QUALITY OF THE INFORMATION OBTAINED IN USING THE SERVICES.

3. DAMAGE, LOSS, OR DESTRUCTION OF SOFTWARE FILES AND/OR DATA. PROVIDER ASSUMES NO RESPONSIBILITY WHATSOEVER FOR ANY DAMAGE TO OR LOSS OR DESTRUCTION OF ANY OF CUSTOMER'S HARDWARE, SOFTWARE, FILES, DATA, OR PERIPHERALS WHICH MAY RESULT FROM CUSTOMER'S USE OF THE SERVICES, OR FROM THE INSTALLATION, MAINTENANCE, OR REMOVAL OF ANY SERVICE OR RELATED EQUIPMENT OR SOFTWARE. PROVIDER DOES NOT WARRANT THAT ANY DATA OR FILES SENT BY OR TO CUSTOMER WILL BE TRANSMITTED IN UNCORRUPTED FORM WITHIN ANY PERIOD OF TIME.

4. NO CONSEQUENTIAL DAMAGES. EXCEPT FOR INDEMNIFICATION REQUIREMENTS, AND EXCEPT FOR DAMAGES RESULTING FROM GROSS NEGLIGENCE, WILLFUL MISCONDUCT, RECKLESSNESS, OR PERSONAL INJURY OR DEATH, NEITHER PARTY WILL BE LIABLE TO THE OTHER FOR ANY INDIRECT, INCIDENTAL, CONSEQUENTIAL, RELIANCE, PUNITIVE OR SPECIAL DAMAGES SUFFERED BY THE OTHER PARTY.

5. MAXIMUM LIABILITY. NOTWITHSTANDING ANYTHING ELSE CONTAINED HEREIN, THE SOLE AND ENTIRE MAXIMUM LIABILITY OF PROVIDER TO CUSTOMER FOR ANY AND ALL PROVEN LOSS, CLAIM, DAMAGES OR LIABILITY OF ANY KIND (INCLUDING BUT NOT LIMITED TO CONTRACT, TORT OR OTHERWISE) WITH RESPECT TO ALL SERVICES PROVIDED BY PROVIDER AND ANY ACT OR OMISSION OF PROVIDER WILL CONSIST OF A DUTY TO REFUND NOT MORE THAN THE TOTAL AMOUNT ACTUALLY PAID BY CUSTOMER TO PROVIDER DURING THE ONE-YEAR PERIOD IMMEDIATELY PRECEDING SUCH LOSS, CLAIM, DAMAGE OR LIABILITY.

ARTICLE V

RENTAL OF EQUIPMENT

In the event that the Quote attached hereto includes the rental of any equipment, the following supplemental terms and conditions shall apply to such rental of equipment.

A. Rental of Equipment. Provider hereby rents to Customer and Customer hereby rents from Provider the equipment described in the Quote attached hereto (the "Equipment") for the rental amount and on the terms set forth in this Agreement. This is a rental only and Customer will have no right, title or interest in or to the Equipment except for the use of the Equipment as described in this Agreement. This shall be treated as a true rental for federal and applicable state income tax purposes with Provider having all benefits of ownership of the Equipment. Provider shall have the right to file a Uniform Commercial Code Financing Statement for this Agreement, at Customer's expense.

B. Term. This Equipment rental, unless terminated earlier in accordance with the terms of this Agreement, shall continue for the term listed in the Quote. Notwithstanding Article III.A., the Equipment rental shall not extend beyond the expiration of the term listed in the Quote.

C. Rental. Customer shall pay Provider monthly rental and other payments according to the Quote. Customer shall pay all costs, expenses, fees, charges, and taxes (other than federal and state income taxes on the income of Provider) incurred in connection with the registration, delivery, use or operation of Equipment during the term.

D. Delivery. If Provider is not retaining the Equipment at Provider's premises, Customer shall be responsible for all costs of shipping the Equipment to Customer's premises, installation, and set up, and all costs of shipping the Equipment back to Provider upon termination or expiration of the term.

E. Location. If Provider is not retaining the Equipment at Provider's premises, Customer shall keep the Equipment in Customer's possession and control at Customer's premises or such other location as Provider may consent in writing. Upon request, Customer will advise Provider as to the exact location of the Equipment. Provider may inspect the Equipment during normal business hours, and Customer shall provide Provider access for such purpose.

F. Operation. Customer will operate the Equipment carefully and properly in compliance with all applicable governmental, insurance and manufacturer's warranty requirements and all manufacturer's instructions.

G. Alterations. Customer shall not make any alterations, additions or improvements to any Equipment which detract from its economic value or functional utility.

H. Maintenance. Customer shall, at its expense (i) maintain the Equipment in good condition, and repair, in accordance with all manufacturer's instructions and warranty requirements and all legal requirements, and keep the Equipment free from any ransomware, malware, spyware, viruses and similar devices, and (ii) furnish all labor, materials, parts and other essentials required for the proper operation and maintenance of the Equipment.

I. Surrender of Equipment. Upon the termination or expiration of the term, Customer shall surrender the Equipment to Provider by delivering the Equipment to Provider in good condition and working order, ordinary wear and tear excepted, as it was at the commencement of the Agreement.

J. Risk of Loss. Customer assumes and agrees to bear the entire risk of loss of, theft of, damage to or destruction of any Equipment from any cause whatsoever ("Casualty Occurrence"). In the event of a Casualty Occurrence to any Equipment, Customer shall give Provider prompt notice of the Casualty Occurrence and thereafter will place the applicable Equipment in good repair, condition and working order; provided, however, that if the applicable Equipment is determined by Provider to be lost, stolen, destroyed or damaged beyond repair, Customer agrees to pay Provider no later than the date thirty (30) days after the date of the Casualty Occurrence all amounts owed. Upon such payment, this Agreement will terminate with respect to such Equipment.

K. Insurance. Customer shall procure and continuously maintain all risk insurance against loss or damage to the Equipment from any cause whatsoever for not less than the full replacement value, naming Provider as loss payee. Such insurance must be in a form and with companies approved by Provider, must provide at least thirty (30) days advance written notice to Provider of cancellation, change or modification in any term, condition, or amount of protection provided therein, must provide full breach of warranty protection and must provide that the coverage is "primary coverage." Customer shall provide Provider with an original policy or certificate evidencing such insurance.

L. Customer shall indemnify, defend and hold Provider harmless from any and all damages, claims, actions, investigations, proceedings, losses, costs, and other related expenses (including actual attorneys' fees) that may arise out of any loss, damage, theft or destruction of any Equipment, or that may arise out of the use, operation or condition of any Equipment.

M. Additional Remedies. Upon the occurrence of a default by Customer as described in Article III.B., Provider shall also have the right to exercise concurrently or separately (and without any election of remedies being deemed made), the following additional remedies: (a) Provider may demand and receive immediate possession of any or all of the Equipment from Customer, without releasing Customer from its obligations under this Agreement; if Customer fails to surrender possession of the Equipment to Provider on default (or termination or expiration of the term), Provider shall have the right to enter upon any premises where the Equipment may be located and to remove and repossess the Equipment; (b) Provider may enforce performance by Customer of its obligations under this Agreement; (c) Provider may recover damages and expenses sustained by Provider by reason of Customer's default including all costs, expenses, and attorneys' fees; (d) upon written notice to Customer, Provider may terminate Customer's rights with regard to the Equipment. The remedies set forth in this section are in addition to any other remedy provided in this Agreement or any other remedy provided by law or in equity.

N. Transfer. Customer will not sell, lease, transfer an interest in or allow a lien against the Equipment or transfer any obligation under this Agreement.

O. Warranty. All Equipment and parts provided by Provider are provided on an "as is" and "as available" basis. Provider has not, and does not, make any warranties, whether express or implied. This disclaimer of warranties includes the warranties of fitness for a particular purpose, warranties of merchantability or warranties of title.

ARTICLE VI

MISCELLANEOUS

A. Notices. Any notice or other communication hereunder shall be in writing and shall be deemed to have been duly given (a) upon receipt (or refusal of receipt) if delivered personally, (b) when sent by electronic mail or facsimile transmission, (c) when sent by overnight courier service, (d) when mailed by first class mail, postage prepaid, or (e) when mailed by certified or registered mail, return receipt requested, with postage prepaid to the parties at the following addresses, or to such other address as a party may designate in writing :

If to Provider:

Heartland Business Systems, LLC

Attention: Legal Department

1700 Stephen Street

P.O. Box 347

Little Chute, WI 54140-0347

If to Customer:

Address Specified in Quote

B. Survival. All representations, warranties, covenants, conditions, and agreements contained herein which either are expressed as surviving the expiration or termination of this Agreement or, by their nature, are to be performed or observed, in whole or in part, after the termination or expiration of this Agreement shall survive the termination or expiration of this Agreement.

C. Licenses. Customer hereby grants any permissions or licenses (including but not limited to copyright licenses), as may be required, and within Customer's power to grant, to Provider in order to provide the Services to Customer, or as may be required for Provider to operate for Customer's benefit.

D. System and Service Modifications. The Services are subject to change and limitation at Provider's discretion, as is any month-to-month pricing schedule or pricing schedule not under contract. Provider will notify Customer of any changes, unless the change is determined by Provider to be necessary to preserve proper security or functioning of Provider's system. If Customer objects to any change in service, unless the change is one Provider has determined is necessary for security purposes or to maintain proper operation of Provider's system, Customer will be entitled to cancel only the specific Service affected by said change or modification. Customer's continued use of the Services after the effective date of such modified general terms and conditions, policies, or changes in the Services shall constitute Customer's acceptance of such modified terms.

E. SPLA Terms. In the event that the Services provided to Customer include any Microsoft SPLA licensing, Customer shall also be bound by the Microsoft SPLA terms located at https://www.hbs.net/End-User-Agreements, which are incorporated herein by reference. Provider shall have the right at any time to audit Customer's rental licensing and hosted system for Microsoft SPLA or any other vendors related to this Agreement.

F. Avanan Terms. In the event that the Services provided to Customer include any Avanan, Inc., a Check Point Software Technologies company, products or services, Customer shall also be bound by the Avanan Terms of Service located at https://www.avanan.com/avanan-terms-of-service, which are incorporated herein by reference.

G. Out of Scope. Any work or material not specifically identified in this document or the attached Quote is not included in this Agreement.

GRINNELL PUBLIC WORKS & GROUNDS COMMITTEE MEETING
MONDAY, MARCH 17, 2025, AT 4:45 P.M.
IN THE COUNCIL CHAMBERS ON THE 2ND FLOOR OF CITY HALL AND VIA ZOOM

Join Zoom Meeting
https://zoom.us/j/98822960451?pwd=xPZs7kDaoaTZ39vC1i3Mgg4Bz6loIq.1

Meeting ID: 988 2296 0451
Passcode: 043441

Find your local number: https://zoom.us/u/abzhCMwyIL

TENTATIVE AGENDA

ROLL CALL: Hueftle-Worley (Chair), Bly, Karjalahti.

PERFECTING AND APPROVAL OF AGENDA:

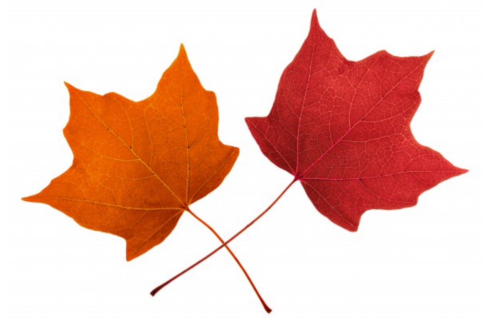
COMMITTEE BUSINESS:

1. Consider approval of free brush weekend for April 19th and 20th, 2025, and free curbside pickup the week of April 21st on normal collection days.
2. Consider approval of a request from BAM Development for changes to the driveway approach for Scout Subdivision.
3. Consider approval of a request from Brent and Dawn Jaeger and friends to hold a Tuesday Music at the Pavillion concert series in the Central Park Shelter on May 20, June 17, July 15, August 19. and September 16, 2025.

INQUIRIES:

ADJOURNMENT:

CITY OF GRINNELL



BRUSH AND COMPOST FACILITY

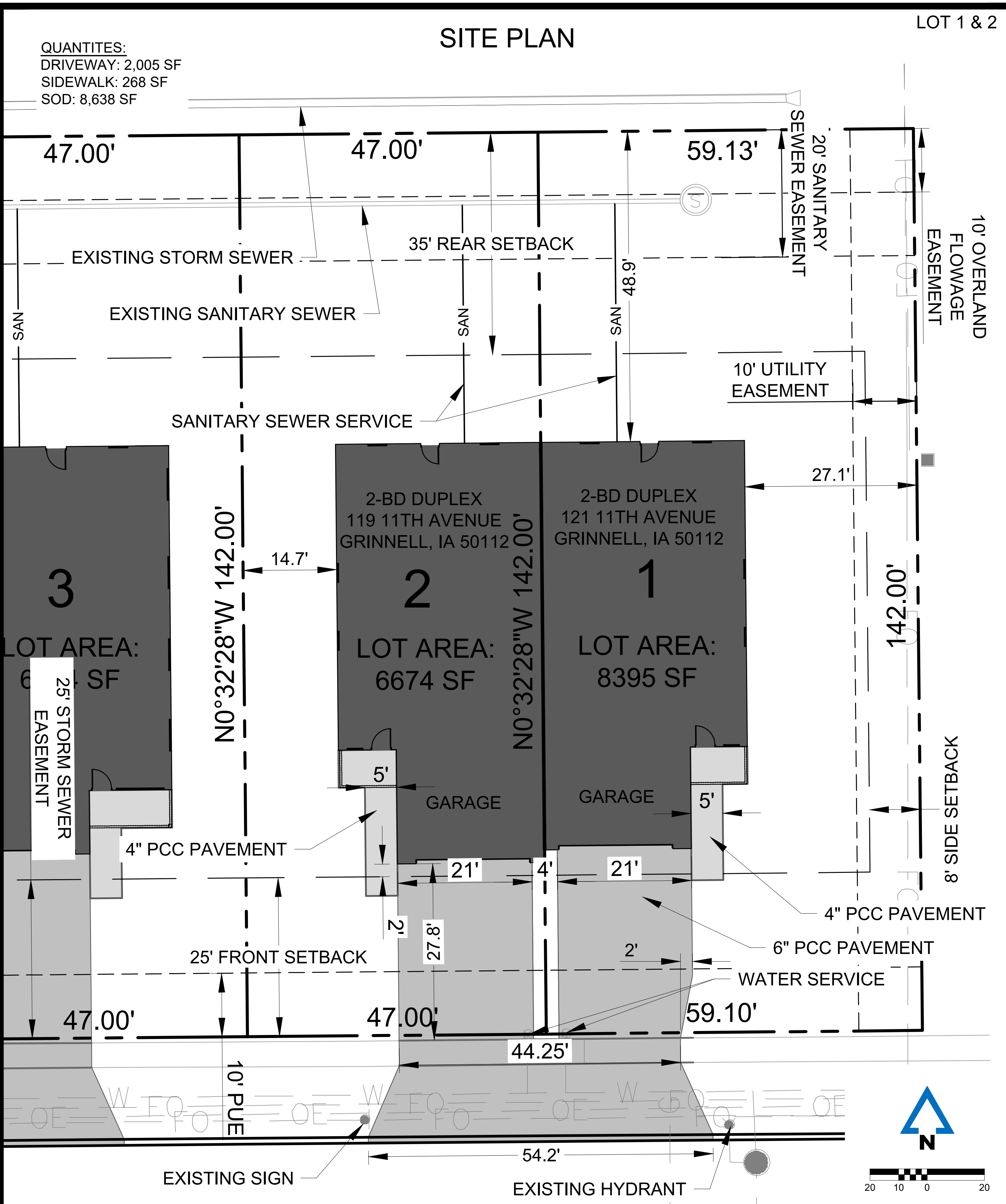
Season Opening

Tuesday, April 1, 2025

MONDAY	CLOSED
TUESDAY	2 PM – 7 PM
WEDNESDAY	2 PM – 7 PM
THURSDAY	2 PM – 7 PM
FRIDAY	CLOSED
SATURDAY	10 AM – 6 PM
SUNDAY	1 PM – 6 PM

SITE PLAN

LOT 1 & 2



PLOT DATE: 02/23/2024 4:19 PM PLOTTED BY: BRYCE ACHEN

DRAWING PATH: P:\2024000460-000\04-Drawings\Civil\Construction Documents\2024000460 LOTS 1 & 2.dwg

McCLURE™
making lives better.

2229 E Grantview Lane, STE 2
Coralville, Iowa 52241
319-626-9090
fax 319-626-9095

SITE PLAN
GRINNELL, IOWA
POWESHIEK COUNTY
2024000460-000
02/20/2024

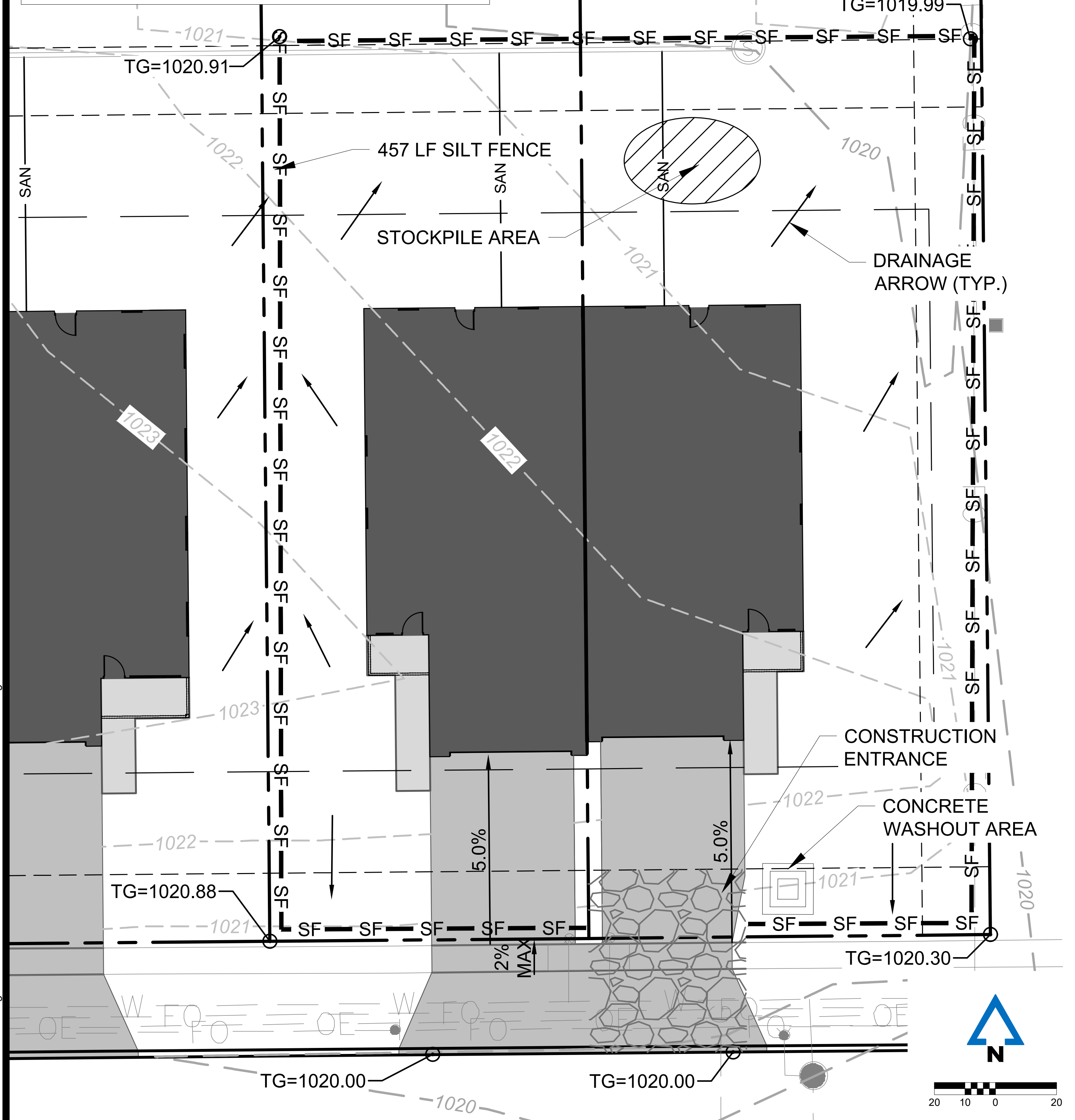
ENGINEER	DRAWN BY
B. ACHEN	O. FLETCHER
SURVEYOR	CREW CHIEF
-	-

SKETCH NO.
SP-01

LOT 1 & 2

GRADING AND EROSION CONTROL PLAN

ELEVATIONS:
SPOT ELEVATIONS SHOWN ARE DESIGN GRADE
CONTRACTOR TO VERIFY ELEVATIONS AND SLOPES IN FIELD
MIN. TOP OF FOUNDATION ELEVATION: 1022.00'
FIRST FLOOR ELEVATION: VERIFY W/ ARCH PLANS
MIN. PROTECTION ELEVATION: 1021.80'



DRAWING PATH: P:\2024000460-000\04-Drawings\Civil\Construction Documents\2024000460 LOTS 1 & 2.dwg PLOT DATE: 02/23/2024 4:19 PM PLOTTED BY: BRYCE ACHEN

MCCLURE™
making lives better.

2229 E Grantview Lane, STE 2
Coralville, Iowa 52241
319-626-9090
fax 319-626-9095

G&E PLAN
GRINNELL, IOWA
POWESHIEK COUNTY
2024000460-000
02/20/2024

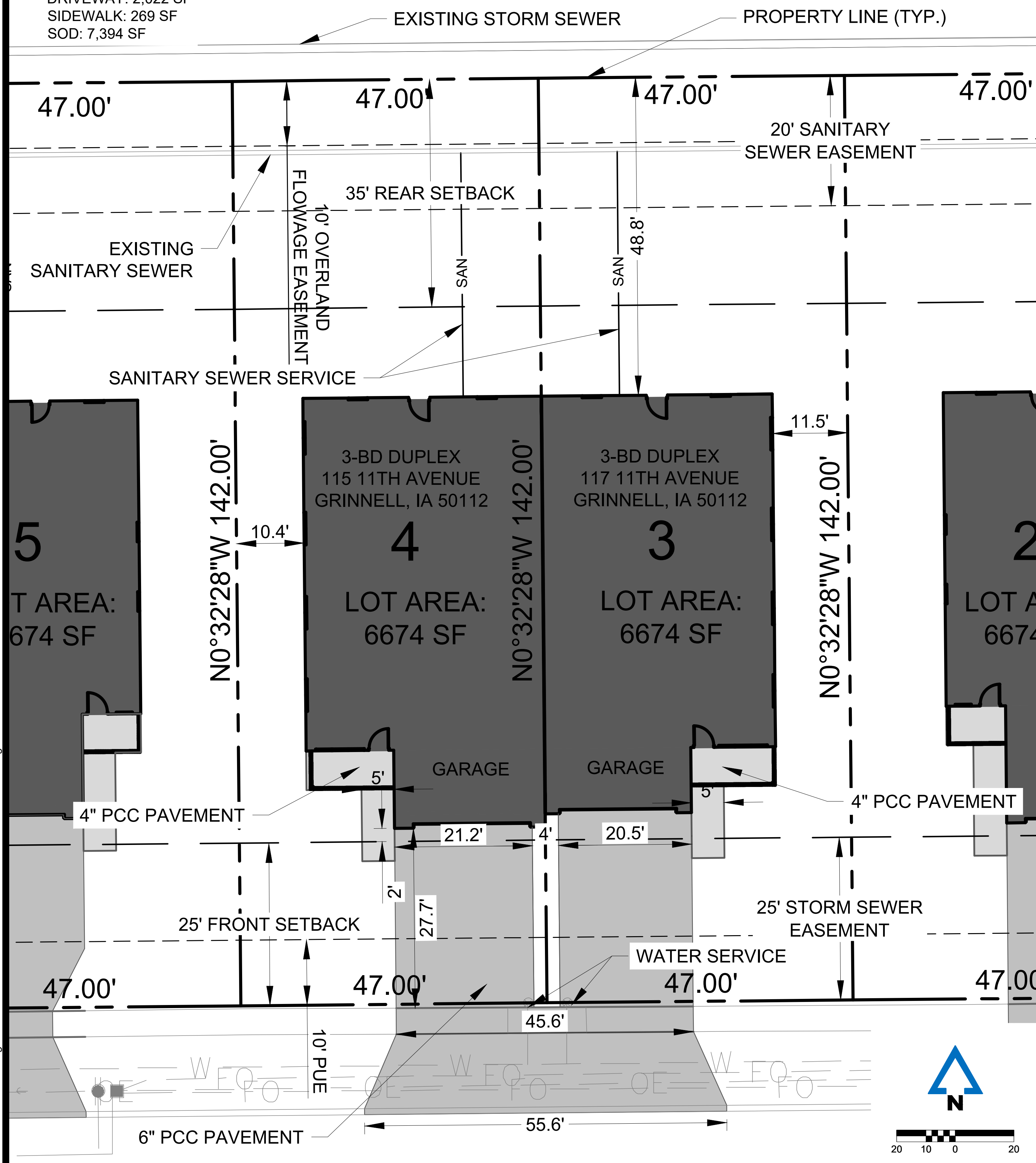
ENGINEER	DRAWN BY
B. ACHEN	O. FLETCHER
SURVEYOR	CREW CHIEF
-	-

SKETCH NO.
SP-02

LOT 3 & 4

SITE PLAN

QUANTITES:
DRIVEWAY: 2,022 SF
SIDEWALK: 269 SF
SOD: 7,394 SF



McCLURE™
making lives better.

2229 E Grantview Lane, STE 2
Coralville, Iowa 52241
319-626-9090
fax 319-626-9095

NOTICE:
McClure waives any and all responsibility and liability for problems which arise from failure to follow these Plans, Specifications, and the engineering intent they convey, or for problems which arise from failure to obtain and/or follow the engineers guidance with respect to any errors, omissions, inconsistencies, ambiguities, or conflicts which are alleged.

SITE PLAN
GRINNELL, IOWA
POWESHIEK COUNTY
2024000460-000
02/20/2024

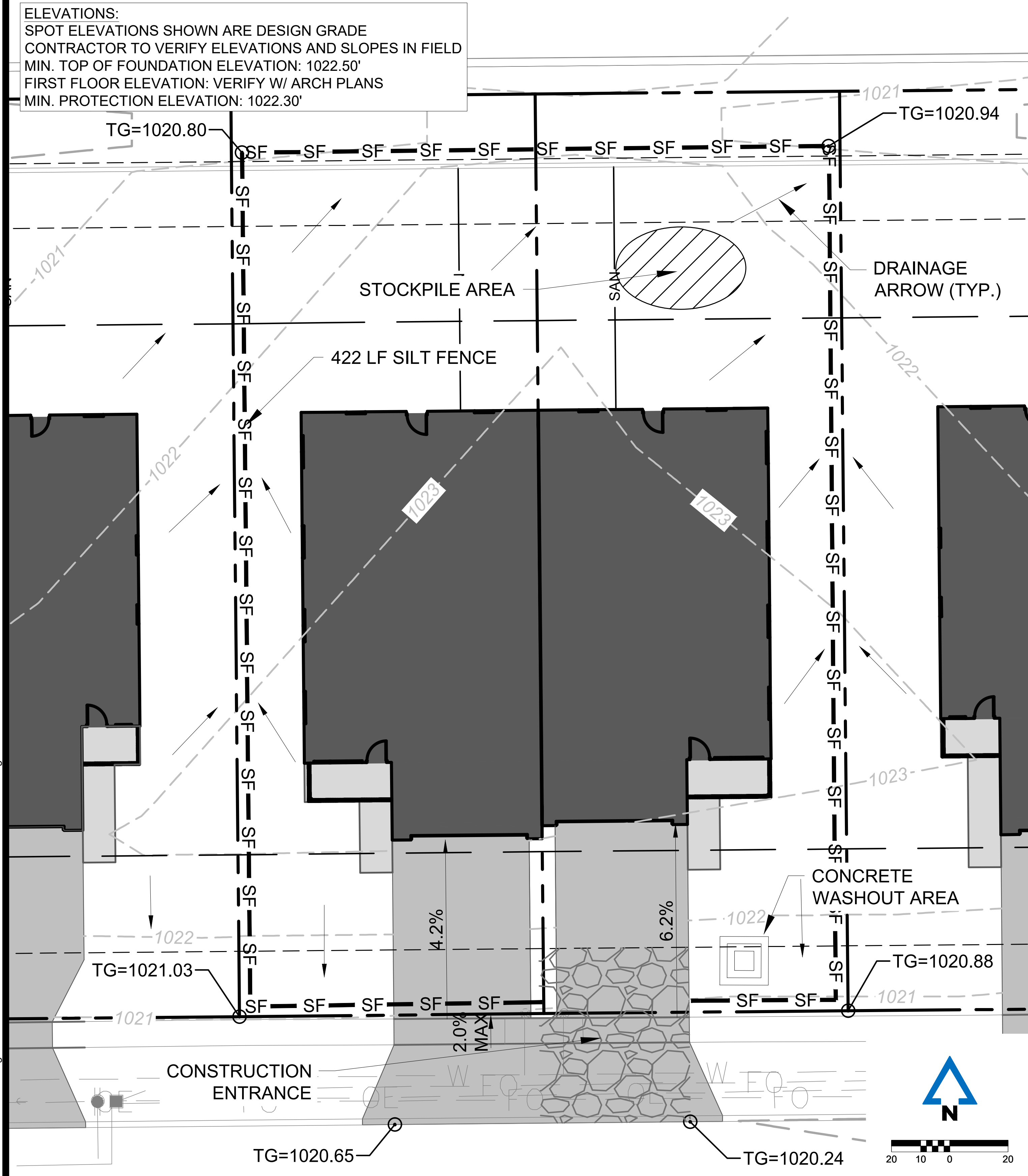
ENGINEER	DRAWN BY
B. ACHEN	O. FLETCHER
SURVEYOR	CREW CHIEF
-	-

SKETCH NO.
SP-03

DRAWING PATH: P:\2024000460-000\04-Drawings\Civil\Construction Documents\2024000460 LOTS 3 & 4.dwg PLOT DATE: 02/23/2024 4:26 PM PLOTTED BY: BRYCE ACHEN

GRADING & EROSION CONTROL PLAN

ELEVATIONS:
SPOT ELEVATIONS SHOWN ARE DESIGN GRADE
CONTRACTOR TO VERIFY ELEVATIONS AND SLOPES IN FIELD
MIN. TOP OF FOUNDATION ELEVATION: 1022.50'
FIRST FLOOR ELEVATION: VERIFY W/ ARCH PLANS
MIN. PROTECTION ELEVATION: 1022.30'



McCLURE™
making lives better.
2229 E Grantview Lane, STE 2
Coralville, Iowa 52241
319-626-9090
fax 319-626-9095

G&E PLAN
GRINNELL, IOWA
POWESHIEK COUNTY
2024000460-000
02/20/2024

ENGINEER	DRAWN BY
B. ACHEN	O. FLETCHER
SURVEYOR	CREW CHIEF
-	-

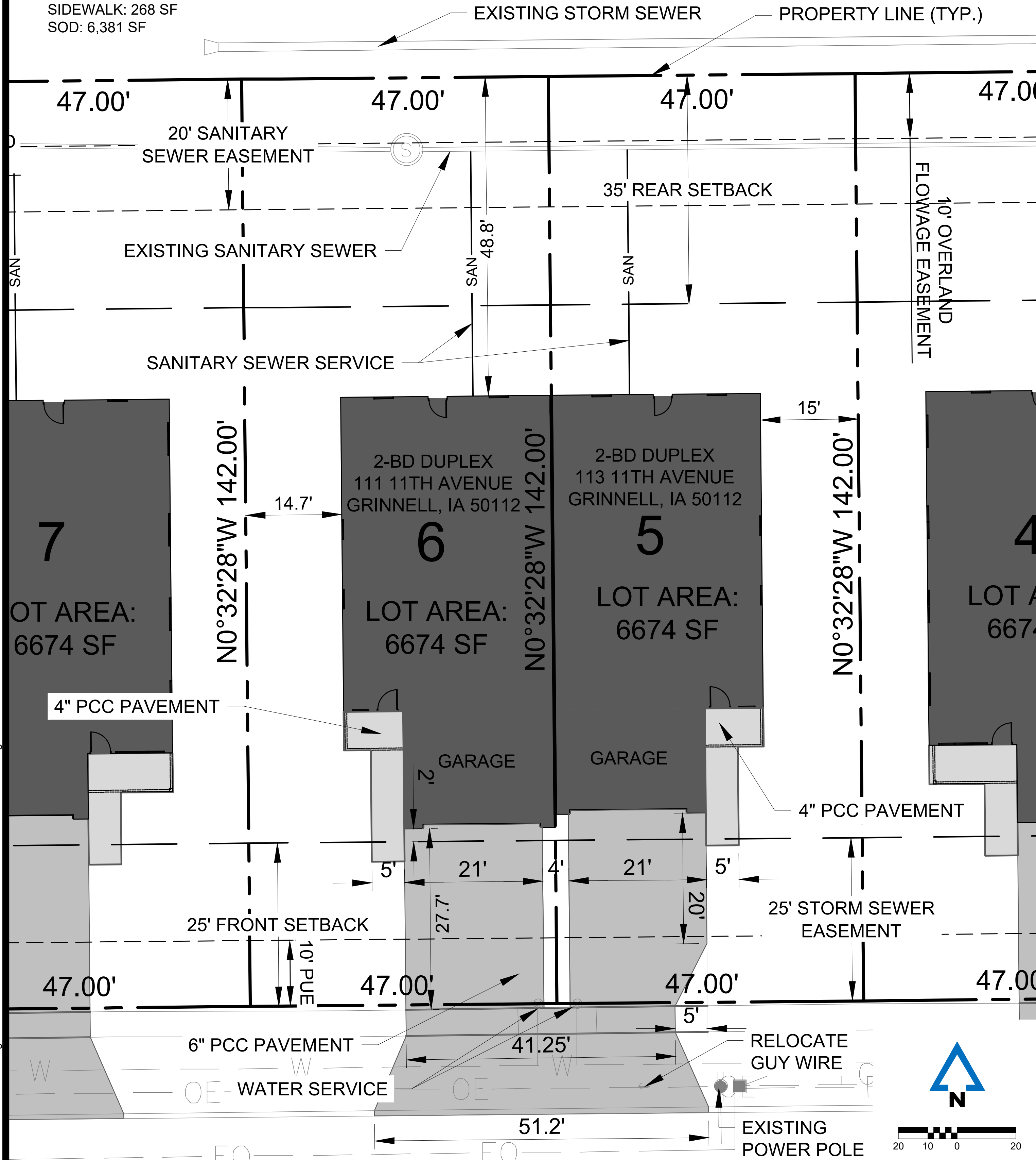
SKETCH NO.
SP-04

DRAWING PATH: P:\2024000460-000\04-Drawings\Civil\Construction Documents\2024000460 LOTS 3 & 4.dwg PLOT DATE: 02/23/2024 4:26 PM PLOTTED BY: BRYCE ACHEN

SITE PLAN

LOT 5 & 6

QUANTITES:
DRIVEWAY: 1,944 SF
SIDEWALK: 268 SF
SOD: 6,381 SF



McCLURE™
making lives better.

2229 E Grantview Lane, STE 2
Coralville, Iowa 52241
319-626-9090
fax 319-626-9095

SITE PLAN
GRINNELL, IOWA
POWESHIEK COUNTY
2024000460-000
02/20/2024

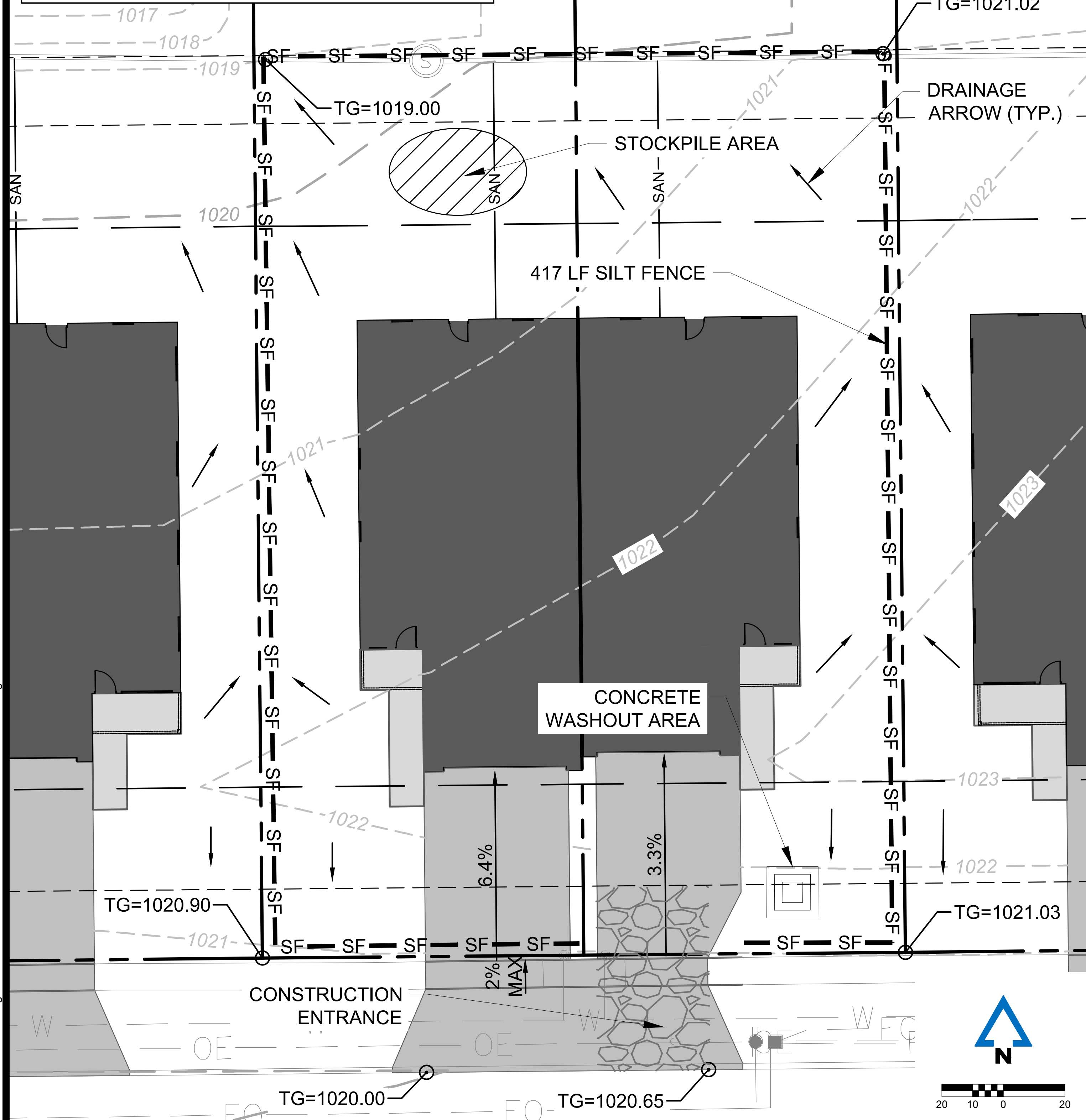
ENGINEER	DRAWN BY
B. ACHEN	O. FLETCHER
SURVEYOR	CREW CHIEF
-	-

SKETCH NO.
SP-05

DRAWING PATH: P:\2024000460-000\04-Drawings\Civil\Construction Documents\2024000460 LOTS 5 & 6.dwg PLOT DATE: 02/23/2024 4:28 PM PLOTTED BY: BRYCE ACHEN

GRADING & EROSION CONTROL PLAN

ELEVATIONS:
SPOT ELEVATIONS SHOWN ARE DESIGN GRADE
CONTRACTOR TO VERIFY ELEVATIONS AND SLOPES IN FIELD
MIN. TOP OF FOUNDATION ELEVATION: 1022.30'
FIRST FLOOR ELEVATION: VERIFY W/ ARCH PLANS
MIN. PROTECTION ELEVATION: 1022.30'



DRAWING PATH: P:\2024000460-000\04-Drawings\Civil\Construction Documents\2024000460 LOTS 5 & 6.dwg PLOT DATE: 02/23/2024 4:28 PM PLOTTED BY: BRYCE ACHEN

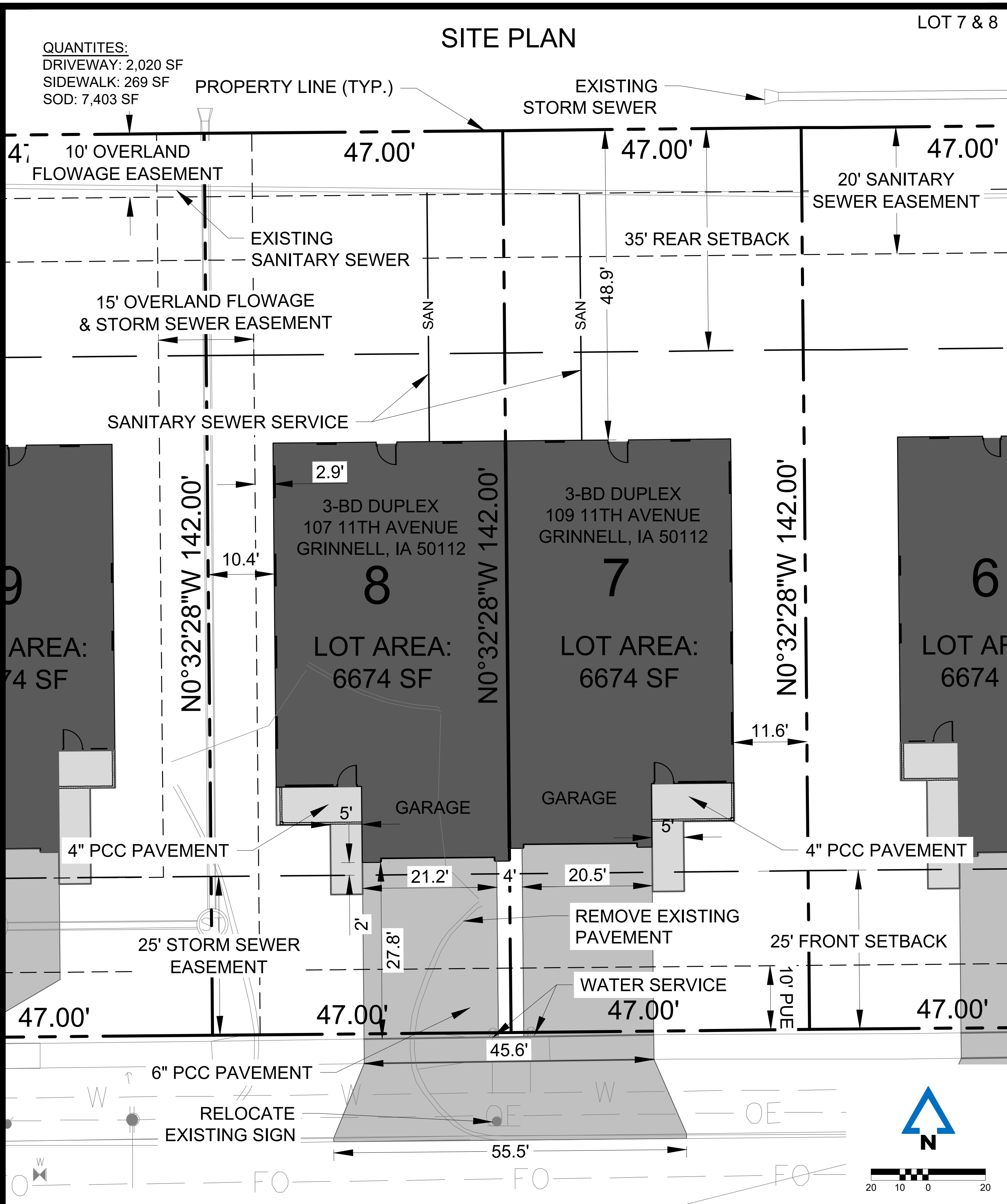
McCLURE™
making lives better.

2229 E Grantview Lane, STE 2
Coralville, Iowa 52241
319-626-9090
fax 319-626-9095

G&E PLAN
GRINNELL, IOWA
POWESHIEK COUNTY
2024000460-000
02/20/2024

ENGINEER	DRAWN BY
B. ACHEN	O. FLETCHER
SURVEYOR	CREW CHIEF
-	-

SKETCH NO.
SP-06



DRAWING PATH: P:\2024000460-000\04-Drawings\Civil\Construction Documents\2024000460 LOTS 7 & 8.dwg PLOT DATE: 02/23/2024 4:30 PM PLOTTED BY: BRYCE ACHEN

McCLURE™
making lives better.

2229 E Grantview Lane, STE 2
Coralville, Iowa 52241
319-626-9090
fax 319-626-9095

NOTICE:
McClure waives any and all responsibility and liability for problems which arise from failure to follow these Plans, Specifications, and the engineering intent they convey, or for problems which arise from failure to obtain and/or follow the engineers guidance with respect to any errors, omissions, inconsistencies, ambiguities, or conflicts which are alleged.

SITE PLAN
GRINNELL, IOWA
POWESHIEK COUNTY
2024000460-000
02/20/2024

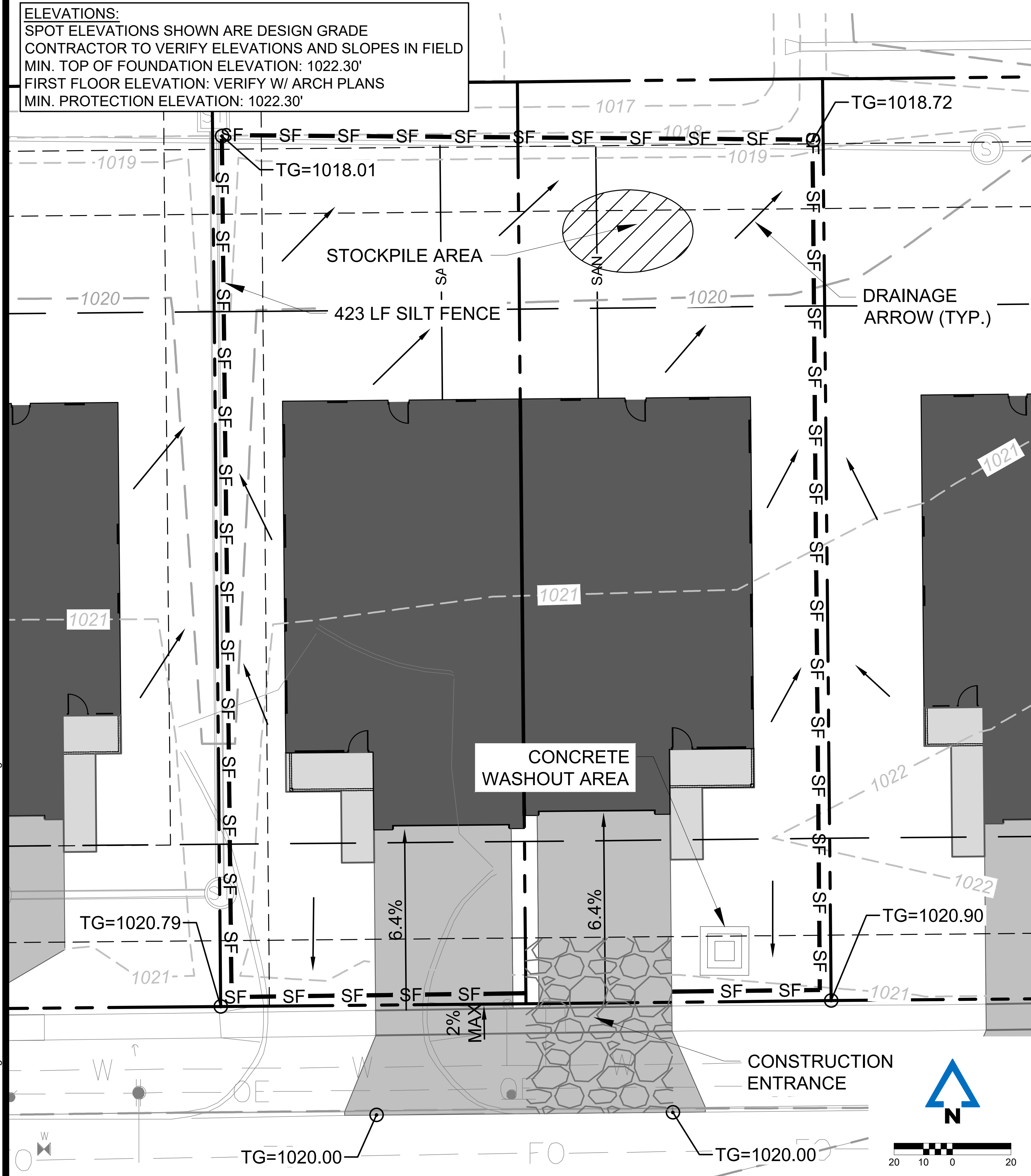
ENGINEER	DRAWN BY
B. ACHEN	O. FLETCHER
SURVEYOR	CREW CHIEF
-	-

SKETCH NO.
SP-07

GRADING & EROSION CONTROL PLAN

LOT 7 & 8

ELEVATIONS:
SPOT ELEVATIONS SHOWN ARE DESIGN GRADE
CONTRACTOR TO VERIFY ELEVATIONS AND SLOPES IN FIELD
MIN. TOP OF FOUNDATION ELEVATION: 1022.30'
FIRST FLOOR ELEVATION: VERIFY W/ ARCH PLANS
MIN. PROTECTION ELEVATION: 1022.30'



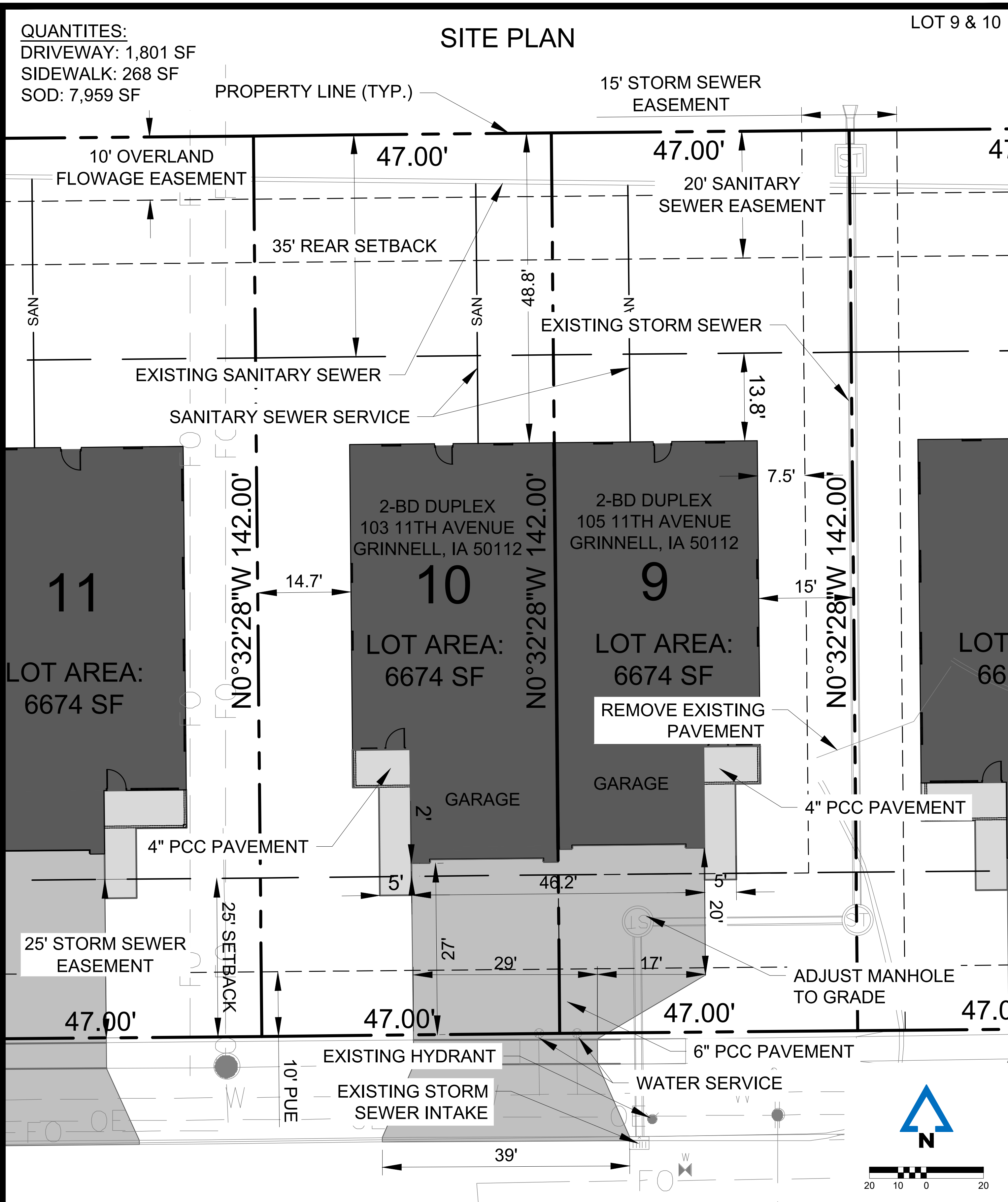
McCLURE™
making lives better.
2229 E Grantview Lane, STE 2
Coralville, Iowa 52241
319-626-9090
fax 319-626-9095

G&E PLAN
GRINNELL, IOWA
POWESHIEK COUNTY
2024000460-000
02/20/2024

ENGINEER	DRAWN BY
B. ACHEN	O. FLETCHER
SURVEYOR	CREW CHIEF
-	-

SKETCH NO.
SP-08

DRAWING PATH: P:\2024000460-000\04-Drawings\Civil\Construction Documents\2024000460 LOTS 7 & 8.dwg PLOT DATE: 02/23/2024 4:30 PM PLOTTED BY: BRYCE ACHEN



DRAWING PATH: P:\2024000460-000\04-Drawings\Civil\Construction Documents\2024000460 LOTS 9 & 10.dwg PLOT DATE: 02/23/2024 4:34 PM PLOTTED BY: BRYCE ACHEN

McCLURE™
making lives better.

2229 E Grantview Lane, STE 2
Coralville, Iowa 52241
319-626-9090
fax 319-626-9095

NOTICE:
McClure waives any and all responsibility and liability for problems which arise from failure to follow these Plans, Specifications, and the engineering intent they convey, or for problems which arise from failure to obtain and/or follow the engineers guidance with respect to any errors, omissions, inconsistencies, ambiguities, or conflicts which are alleged.

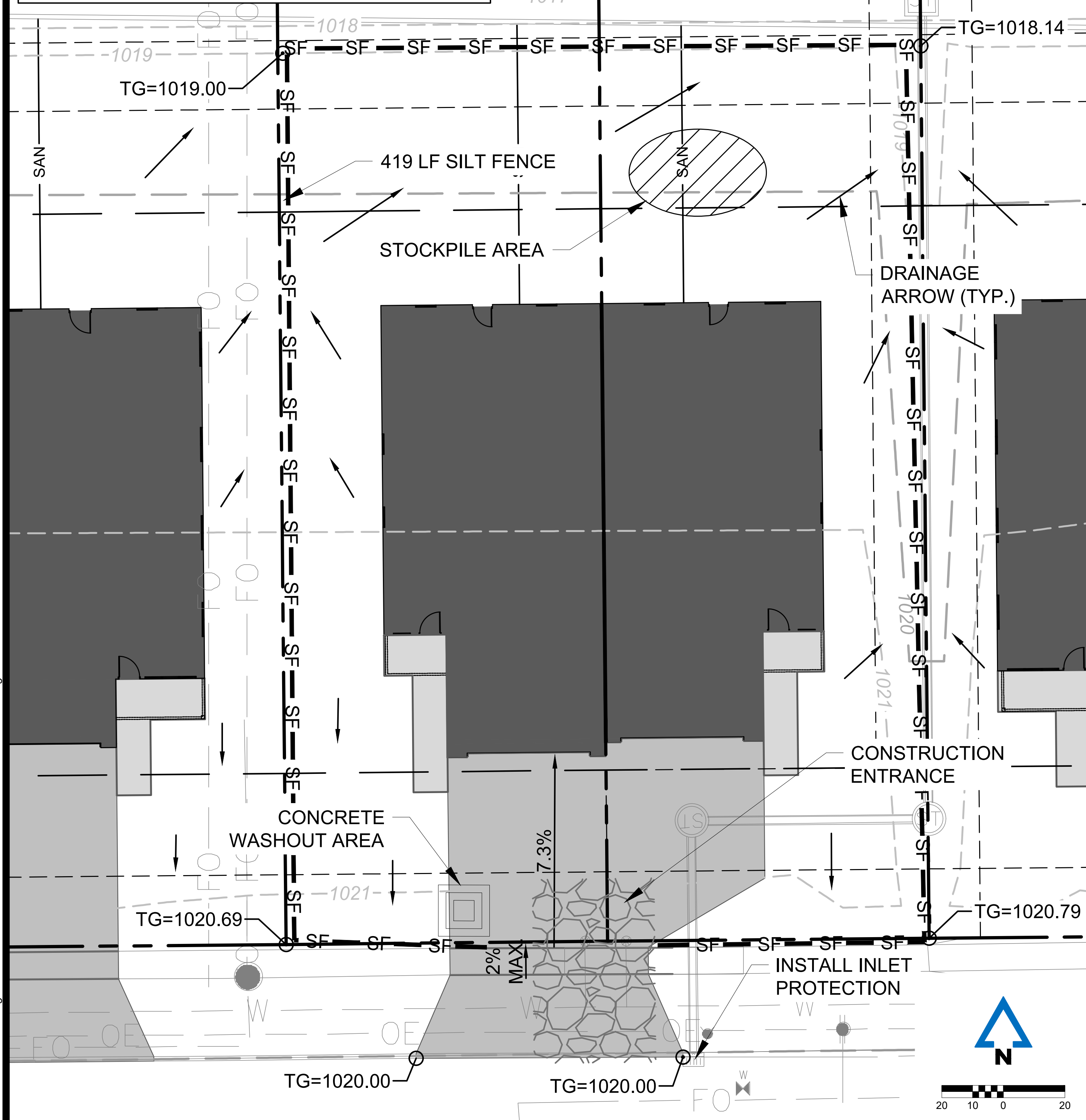
SITE PLAN
GRINNELL, IOWA
POWESHIEK COUNTY
2024000460-000
02/20/2024

ENGINEER	DRAWN BY
B. ACHEN	O. FLETCHER
SURVEYOR	CREW CHIEF
-	-

SKETCH NO.
SP-09

GRADING & EROSION CONTROL PLAN

ELEVATIONS:
SPOT ELEVATIONS SHOWN ARE DESIGN GRADE
CONTRACTOR TO VERIFY ELEVATIONS AND SLOPES IN FIELD
MIN. TOP OF FOUNDATION ELEVATION: 1022.50'
FIRST FLOOR ELEVATION: VERIFY W/ ARCH PLANS
MIN. PROTECTION ELEVATION: 1022.30'



McCLURE™
making lives better.

2229 E Grantview Lane, STE 2
Coralville, Iowa 52241
319-626-9090
fax 319-626-9095

G&E PLAN
GRINNELL, IOWA
POWESHIEK COUNTY
2024000460-000
02/20/2024

ENGINEER	DRAWN BY
B. ACHEN	O. FLETCHER
SURVEYOR	CREW CHIEF
-	-

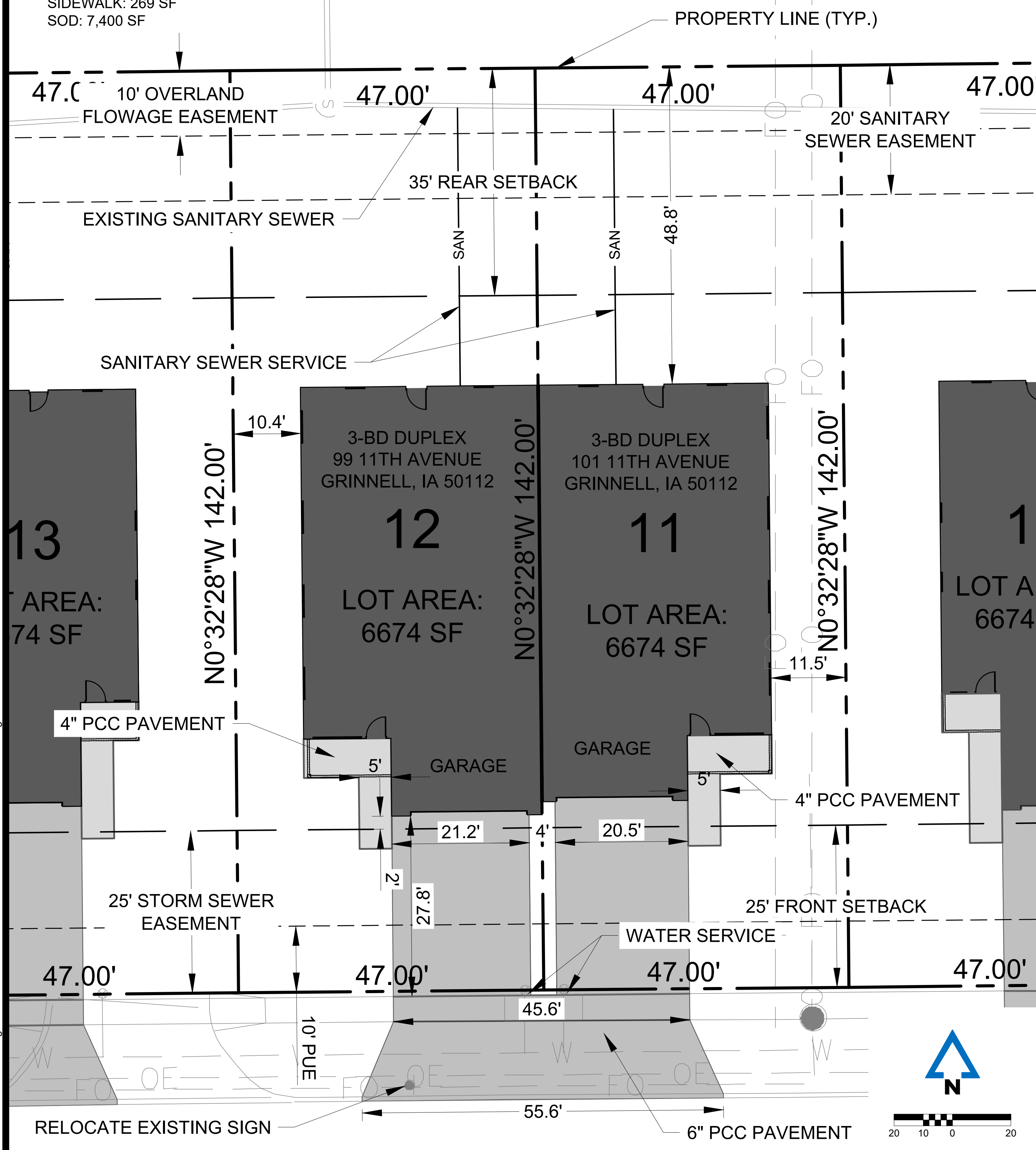
SKETCH NO.
SP-10

DRAWING PATH: P:\2024000460-000\04-Drawings\Civil\Construction Documents\2024000460 LOTS 9 & 10.dwg PLOT DATE: 02/23/2024 4:34 PM PLOTTED BY: BRYCE ACHEN

LOT 11 & 12

SITE PLAN

QUANTITES:
DRIVEWAY: 2,016 SF
SIDEWALK: 269 SF
SOD: 7,400 SF



DRAWING PATH: P:\2024000460-000\04-Drawings\Civil\Construction Documents\2024000460 LOTS 11 & 12.dwg PLOT DATE: 02/23/2024 4:40 PM PLOTTED BY: BRYCE ACHEN

McCLURE™
making lives better.

2229 E Grantview Lane, STE 2
Coralville, Iowa 52241
319-626-9090
fax 319-626-9095

NOTICE:
McClure waives any and all responsibility and liability for problems which arise from failure to follow these Plans, Specifications, and the engineering intent they convey, or for problems which arise from failure to obtain and/or follow the engineers guidance with respect to any errors, omissions, inconsistencies, ambiguities, or conflicts which are alleged.

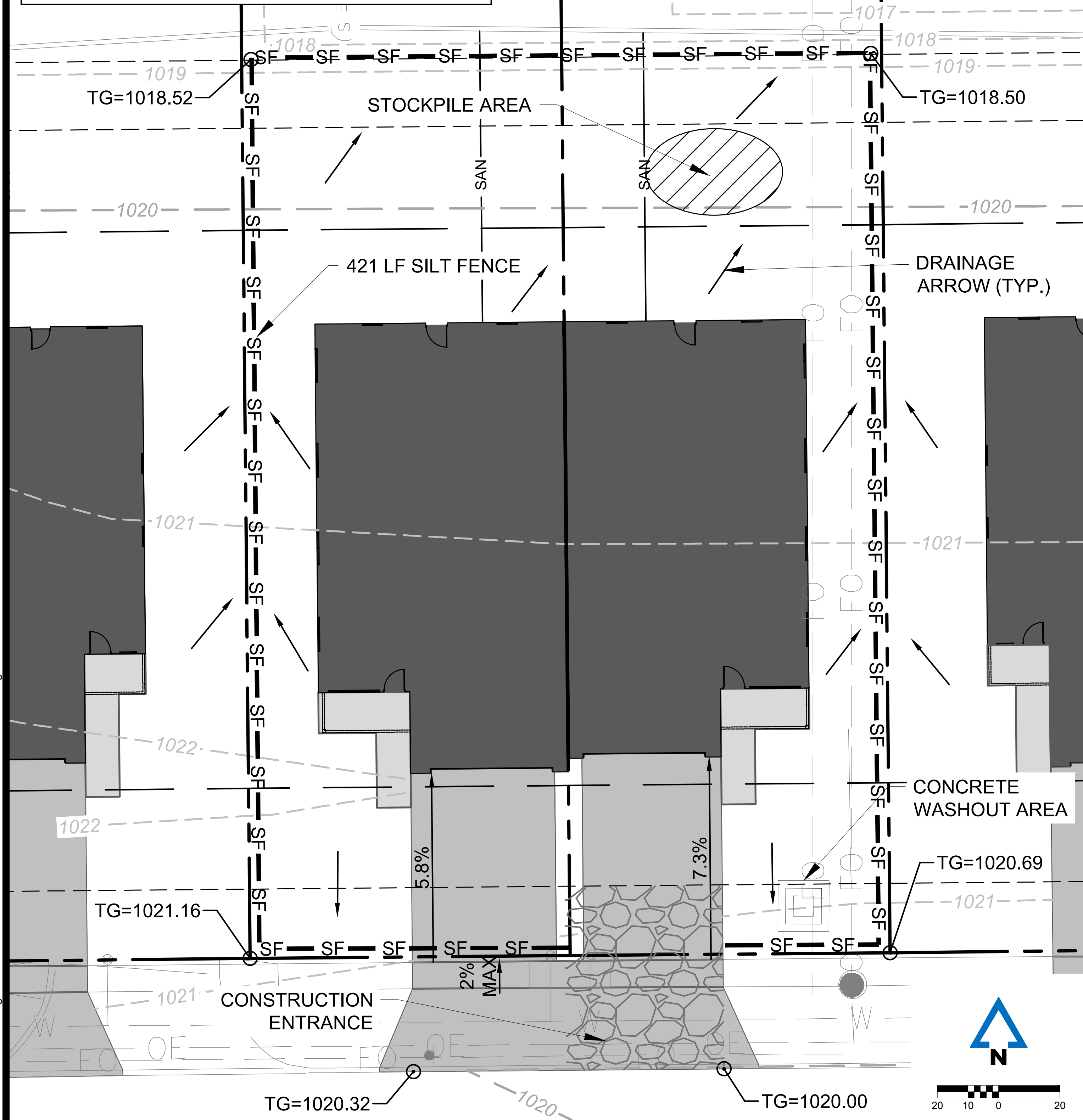
SITE PLAN
GRINNELL, IOWA
POWESHIEK COUNTY
2024000460-000
02/20/2024

ENGINEER	DRAWN BY
B. ACHEN	O. FLETCHER
SURVEYOR	CREW CHIEF
-	-

SKETCH NO.
SP-11

GRADING & EROSION CONTROL PLAN

ELEVATIONS:
SPOT ELEVATIONS SHOWN ARE DESIGN GRADE
CONTRACTOR TO VERIFY ELEVATIONS AND SLOPES IN FIELD
MIN. TOP OF FOUNDATION ELEVATION: 1022.50'
FIRST FLOOR ELEVATION: VERIFY W/ ARCH PLANS
MIN. PROTECTION ELEVATION: 1022.30'



DRAWING PATH: P:\2024000460-000\04-Drawings\Civil\Construction Documents\2024000460 LOTS 11 & 12.dwg PLOT DATE: 02/23/2024 4:40 PM PLOTTED BY: BRYCE ACHEN

McCLURE™
making lives better.

2229 E Grantview Lane, STE 2
Coralville, Iowa 52241
319-626-9090
fax 319-626-9095

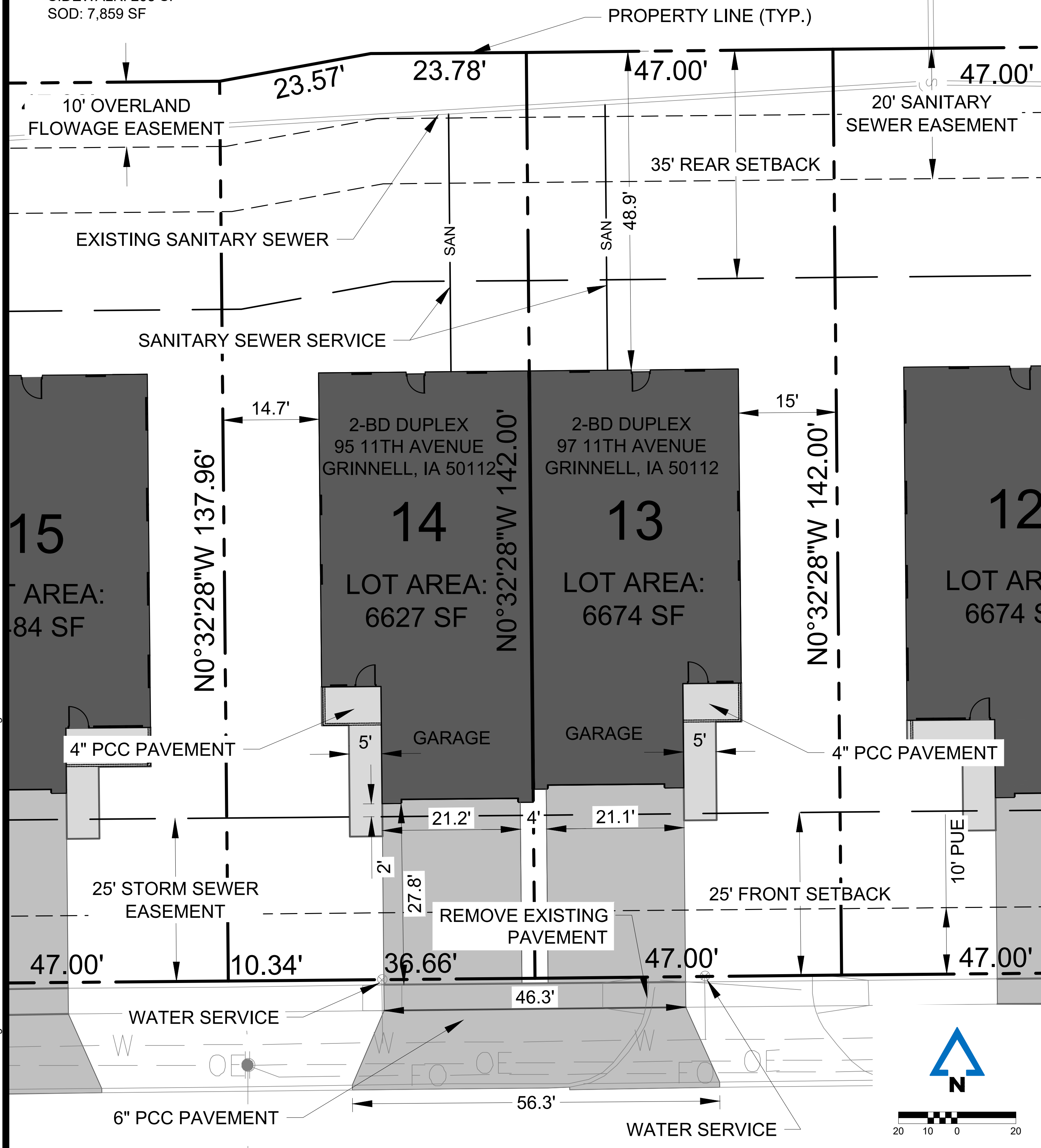
G&E PLAN
GRINNELL, IOWA
POWESHIEK COUNTY
2024000460-000
02/20/2024

ENGINEER	DRAWN BY
B. ACHEN	O. FLETCHER
SURVEYOR	CREW CHIEF
-	-

SKETCH NO.
SP-12

SITE PLAN

QUANTITES:
DRIVEWAY: 2,050 SF
SIDEWALK: 268 SF
SOD: 7,859 SF



DRAWING PATH: P:\2024000460-000\04-Drawings\Civil\Construction Documents\2024000460 LOTS 13 & 14.dwg PLOT DATE: 02/23/2024 4:08 PM PLOTTED BY: OLIVIA FLETCHER

McCLURE™
making lives better.
2229 E Grantview Lane, STE 2
Coralville, Iowa 52241
319-626-9090
fax 319-626-9095

NOTICE:
McClure waives any and all responsibility and liability for problems which arise from failure to follow these Plans, Specifications, and the engineering intent they convey, or for problems which arise from failure to obtain and/or follow the engineers guidance with respect to any errors, omissions, inconsistencies, ambiguities, or conflicts which are alleged.

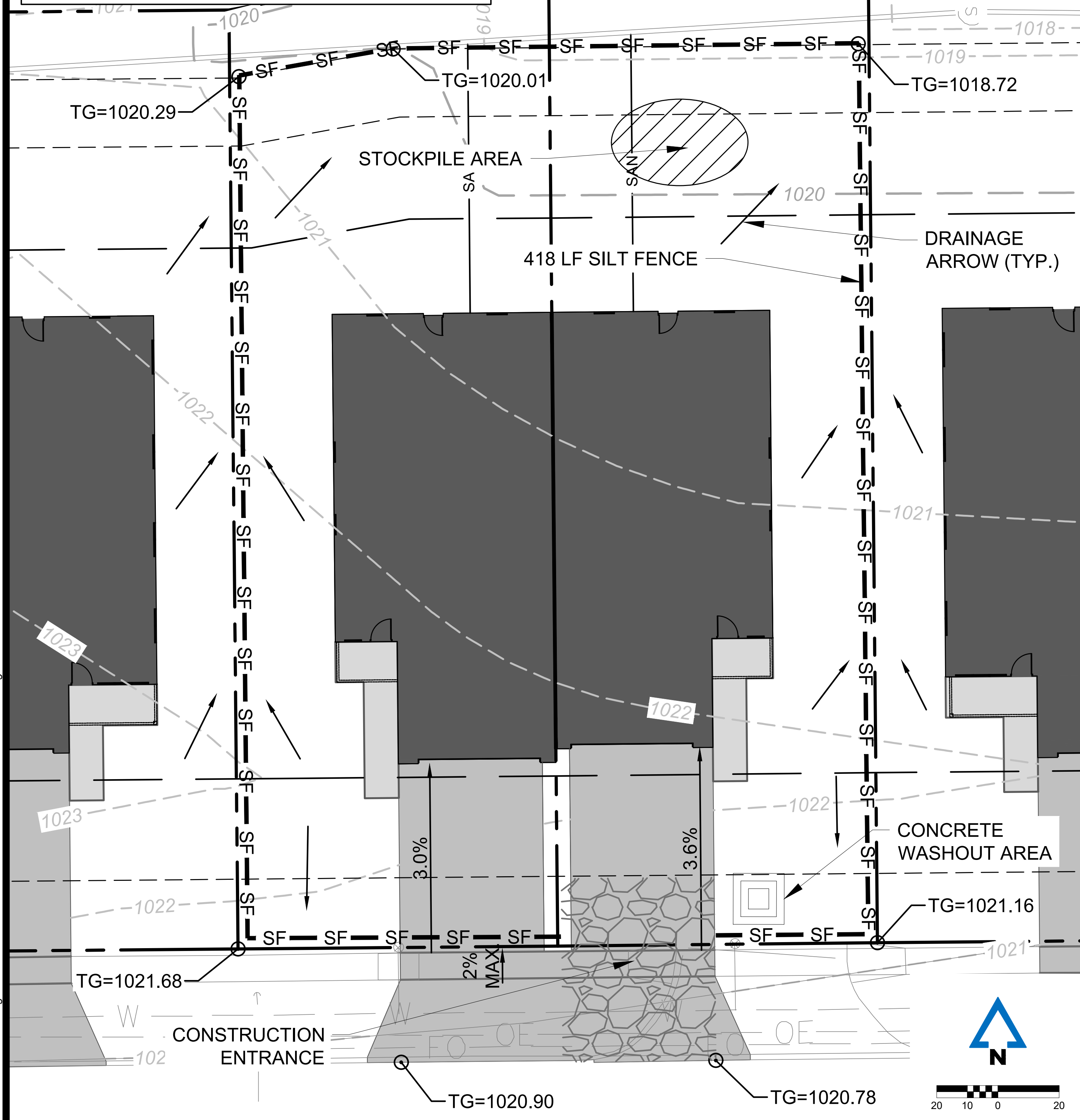
SITE PLAN
GRINNELL, IOWA
POWESHIEK COUNTY
2024000460-000
02/20/2024

ENGINEER	DRAWN BY
L. LAMPE	B. ACHEN
SURVEYOR	CREW CHIEF
-	-

SKETCH NO.
SP-13

GRADING & EROSION CONTROL PLAN

ELEVATIONS:
SPOT ELEVATIONS SHOWN ARE DESIGN GRADE
CONTRACTOR TO VERIFY ELEVATIONS AND SLOPES IN FIELD
MIN. TOP OF FOUNDATION ELEVATION: 1022.50'
FIRST FLOOR ELEVATION: VERIFY W/ ARCH PLANS
MIN. PROTECTION ELEVATION: 1022.30'



DRAWING PATH: P:\2024000460-000\04-Drawings\Civil\Construction Documents\2024000460 LOTS 13 & 14.dwg PLOT DATE: 02/23/2024 4:08 PM PLOTTED BY: OLIVIA FLETCHER

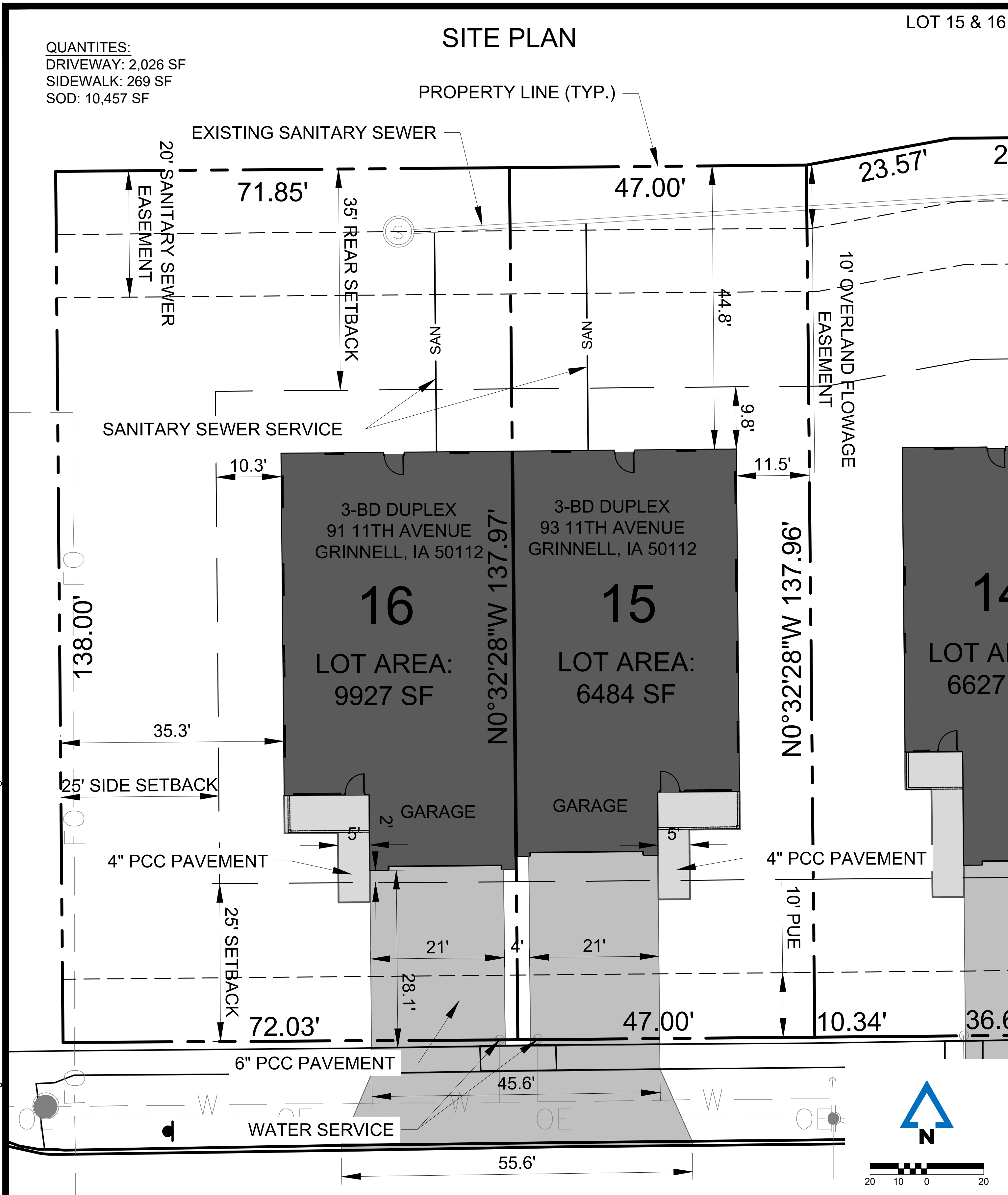
McCLURE™
making lives better.

2229 E Grantview Lane, STE 2
Coralville, Iowa 52241
319-626-9090
fax 319-626-9095

G&E PLAN
GRINNELL, IOWA
POWESHIEK COUNTY
2024000460-000
02/20/2024

ENGINEER	DRAWN BY
B. ACHEN	O. FLETCHER
SURVEYOR	CREW CHIEF
-	-

SKETCH NO.
SP-14



McCLURE™
making lives better.
2229 E Grantview Lane, STE 2
Coralville, Iowa 52241
319-626-9090
fax 319-626-9095

SITE PLAN
GRINNELL, IOWA
POWESHIEK COUNTY
2024000460-000
02/20/2024

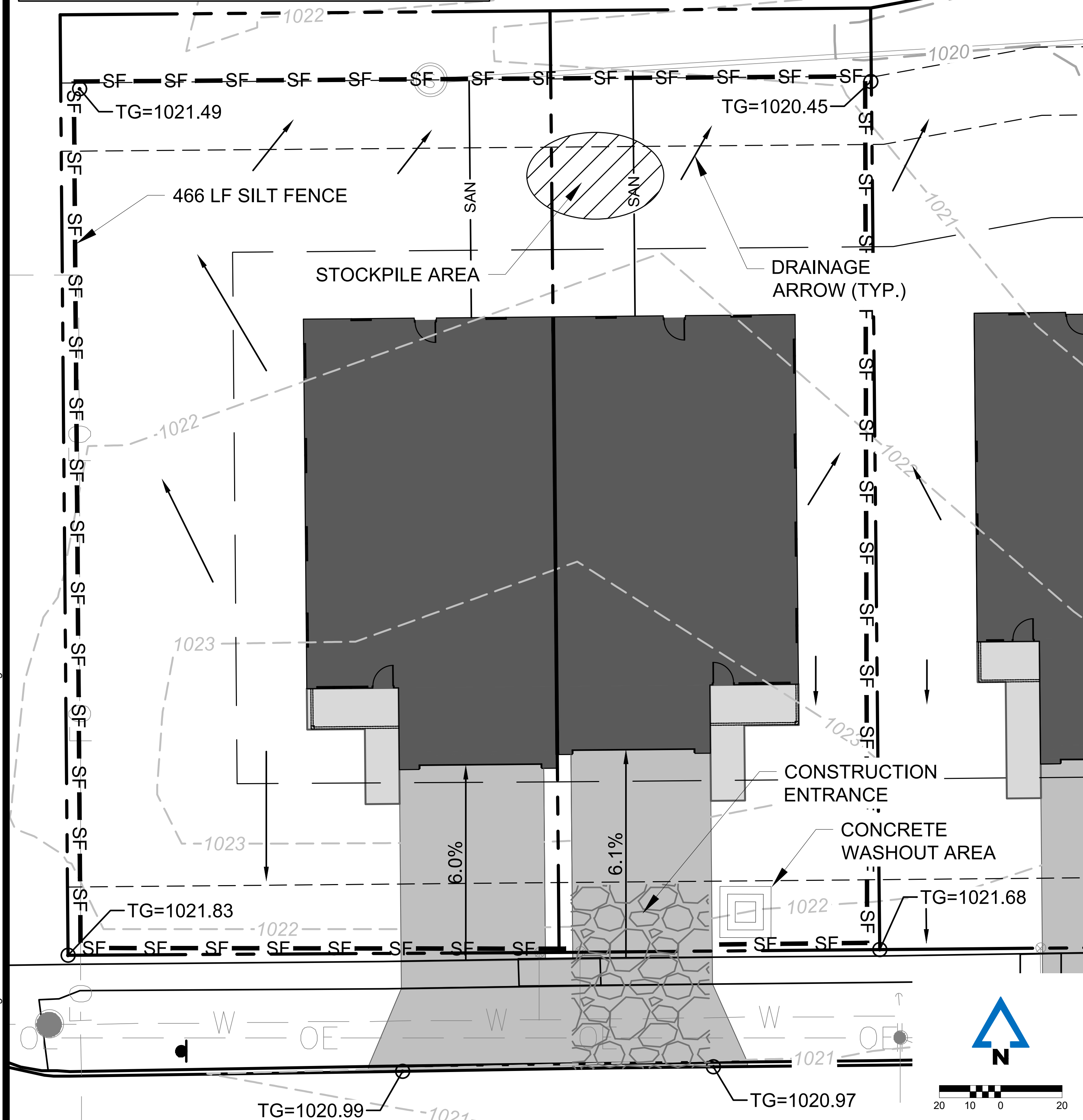
ENGINEER	DRAWN BY
B. ACHEN	O. FLETCHER
SURVEYOR	CREW CHIEF
-	-

SKETCH NO.
SP-15

DRAWING PATH: P:\2024000460-000\04-Drawings\Civil\Construction Documents\2024000460 LOTS 15 & 16.dwg PLOT DATE: 02/23/2024 4:05 PM PLOTTED BY: OLIVIA FLETCHER

GRADING & EROSION CONTROL PLAN

ELEVATIONS:
SPOT ELEVATIONS SHOWN ARE DESIGN GRADE
CONTRACTOR TO VERIFY ELEVATIONS AND SLOPES IN FIELD
MIN. TOP OF FOUNDATION ELEVATION: 1022.50'
FIRST FLOOR ELEVATION: VERIFY W/ ARCH PLANS
MIN. PROTECTION ELEVATION: 1022.30'



McCLURE™
making lives better.
2229 E Grantview Lane, STE 2
Coralville, Iowa 52241
319-626-9090
fax 319-626-9095

G&E PLAN
GRINNELL, IOWA
POWESHIEK COUNTY
2024000460-000
02/20/2024

ENGINEER	DRAWN BY
B. ACHEN	O. FLETCHER
SURVEYOR	CREW CHIEF
-	-

SKETCH NO.
SP-16

DRAWING PATH: P:\2024000460-000\04-Drawings\Civil\Construction Documents\2024000460 LOTS 15 & 16.dwg PLOT DATE: 02/23/2024 4:05 PM PLOTTED BY: OLIVIA FLETCHER

City of Grinnell Parks and Recreation Department
Special Event Application

Event Name: Tuesday Music at the Pavilion

Potential Event Dates under consideration, pending final arrangements:

Approximately once per month.

Tuesday, May 20, 2025*
Tuesday, June 17, 2025*
Tuesday, July 15, 2025*
Tuesday, August 19, 2025*
Tuesday, September 16, 2025*

*Pending availability of the Picnic Shelter, availability of performers, and final agreements.

Event Location: Grinnell Central Park Picnic Shelter

Sponsor Organization: Brent & Dawn Jaeger and Friends

Contact's Name & Title: Brent Jaeger, Grinnellian

Address: (Street): 3 15th Avenue Court **City:** Grinnell **State:** Iowa **Zip:** 50112

Cell Phone: (641) 990-1493 **Day Phone:** (641) 236-3708 (landline)

Email: jaegerbt@outlook.com

Event Type: Walk/Run Athletic Event Fair/Festival **Outdoor Concert** Other:_
Circle all that apply

Event Time:
Setup Start: 4:00 p.m.
Event Start: 5:30 p.m.
Event End: between 7:30 and 8:00 p.m.
Teardown End: 9:00 p.m.

Event Description:
Attach additional pages if necessary.
Music performed by one to five performers for each event.
Currently contacting potential musicians.
The expected length of time for each concert is approximately 2 hours.
This will be our fifth summer of offering Tuesday Music at the Pavilion.

Estimated Attendance: approx. 30 to 100

Number of Pedestrians: 30 – 50

Number of Vehicles: 10 to 20

Admission/Registration Fees? ~~Y~~ **No** If Yes, How much ______________________

Product sales on site? ~~Y~~ **No** If Yes, a peddlers permit will need to be obtain. You can apply at the City Clerk's office
30 days prior to event.

Will beer be served or sold? ~~Y~~ **No** If Yes, a license to sell alcohol is needed. A liquor license application will need to be
completed through the Iowa Alcoholic Beverage Division. Once completed it will be
forwarded onto the City of Grinnell and the City Council for approval 60 days prior to event.

Will you use inflatables? ~~Y~~ **No** Need to provide copy of Liability Insurance ($1 million coverage) and the City of Grinnell as an additional insured party.

Will you need access to a water source? ~~Y~~ **No** If Yes, what is the water to be used for?

Will you use amplified sound? **Yes** ~~N~~ If Yes, what type of sound? Sound system provided by each performer.

Will you be having a band? **Yes** ~~N~~ If Yes, please provide who they are and contact info.

To Be Determined.

Will you need access to electricity? **Yes** ~~N~~
If Yes, please explain specific equipment used and amperage needed:
The electrical outlets available in the Picnic Shelter are expected to be adequate.

Is there special set-up will need ~~Y~~ **No**
If Yes, please explain the City to provide? ______________________

Will you install event signs ~~Y~~ **No**
If Yes, please see City Code Chapter 157. park premises?

Will there need to be street closures? ¥ **No** If Yes, this needs to be requested and approved by City Council at least 60 days prior to event.

If any of the following questions were marked "Y" then the renter will need to provide copies of the correct documentation needed for the event to be approved. It should be fully understood the Grinnell Parks and Recreation Department has the authority to grant or deny permission for this event. If approved a Park Pavilion rental agreement must also be filled out, signed, and paid for.

Brent T Jaeger 3/5/25

Renter's Signature Date

Office Use Only:

Correct Documentation Supplied: Y____ N____ What's needed: ______________________

Will the event need access to all Park facilities: Y____ N____

Will the event conflict with any existing events: Y____ N____

Event Approved______ Event Denied______

Reason for Denial:

____

____

If approved begin process of renting pavilion.

Staff: ______________________________ Date:______

GRINNELL PUBLIC SAFETY COMMITTEE MEETING
MONDAY, MARCH 17, 2025, AT 5:30 P.M.
IN THE COUNCIL CHAMBERS ON THE 2ND FLOOR OF CITY HALL AND VIA ZOOM

Join Zoom Meeting

https://zoom.us/j/92325565217?pwd=mqCYKJvZCoizmUJXHP0iuLcuVXCYsj.1

Meeting ID: 923 2556 5217

Passcode: 732430

Find your local number: https://zoom.us/u/acJGUAcueb

TENTATIVE AGENDA

ROLL CALL: White (Chair), Hueftle-Worley, Davis

PERFECTING AND APPROVAL OF AGENDA:

COMMITTEE BUSINESS:

1. Introduction of Brooke Holder, Public Health Manager for Poweshiek County.

2. Consider approval of a fireworks display agreement with J & M Displays, Inc.

3. Consider approval of the Prairie Burn road closure request, for the closure of Park Street between 3rd Avenue and 4th Avenue and 3rd Avenue between Broad Street and Park Street on Saturday, June 14, 2025, from 4:00 a.m. to 6:00 p.m.

4. Consider a resolution approving the amended Employee Safety Manual (See Resolution No. 2025-39)

INQUIRIES:

ADJOURNMENT

J&M Displays Proposal for:
City of Grinnell

Opening

Multi-shell Barrage Units

Quantity	Name	Rising Effect	Price	Total
1	Quick whistles to reports with 1 peony 25 shot cake		$74.00	$74.00
Category Shell Count: 25				$74.00

Section Shell Count: 25

Main Event

1.4G Multi-shell Barrage Units

Quantity	Name	Rising Effect	Price	Total
1	(1.4G Pro) X Shape Rainbow Tails 225 shot (10sec)		$214.00	$214.00
Category Shell Count: 225				$214.00

3 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
2	Crackling willow with gold tail		$24.10	$48.20
1	Assortment R of 20 different J&M Brand Shells		$320.00	$320.00
1	Assortment X of 20 (5 salute, 15 color) J&M Brand Shells ELECTRIC FIRE	mixed tails	$320.00	$320.00
1	Assortment A of 18 different (72 shells) J&M Brand Shells ELECTRIC FIRE	mixed tails	$1,090.00	$1,090.00
Category Shell Count: 114				$1,778.20

4 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
2	Gold willow with color pistil	Gold tail	$28.60	$57.20
2	Blue peony with Silver to Red crossette ring		$45.60	$91.20
2	Silver strobe willow with Red ring and Blue dahlia waterfall pistil		$45.60	$91.20
1	Assortment A Of 20 different J&M Brand shells ELECTRIC FIRE		$610.00	$610.00
1	Assortment Y Of 20 different J&M Brand shells ELECTRIC FIRE		$610.00	$610.00
1	Asst R of 20 different J&M Brand shells ELECTRIC FIRE		$610.00	$610.00
1	Assortment O of 18 different (36 shells) J&M Brand shells ELECTRIC FIRE	mixed tails	$1,200.00	$1,200.00
Category Shell Count: 102				$3,269.60

4 Inch Special Effect shells

Quantity	Name	Rising Effect	Price	Total
1	Midnight snow w/red pistil		$48.30	$48.30
2	Windmill Pinwheel (Red & Green)	Silver Tail	$48.30	$96.60
1	Farfallas double ring w/ Green center ELECTRIC FIRE ONLY (cylinder)		$78.40	$78.40
1	Red and blue with whistles (cylinder)		$78.40	$78.40
1	Silver tourbillions with report and orange peony ELECTRIC FIRE ONLY (cylind		$78.40	$78.40
Category Shell Count: 6				$380.10

18064 170th Avenue, Yarmouth, Iowa 52660-9772
1-800-648-3890 • Fax: 1-319-394-3265 • main@jandmdisplays.com • www.jandmdisplays.com

J&M Displays Proposal for:
City of Grinnell

Main Event

5 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
1	Gold Glitter chrys to color assorted		$61.40	$61.40
1	Gold willow with color pistil	gold tail	$61.40	$61.40
1	Assortment N of 15 different J&M Brand shells ELECTRIC FIRE		$750.00	$750.00
1	Assortment R of 15 different J&M Brand shells ELECTRIC FIRE		$750.00	$750.00
1	Assortment W of 15 different J&M Brand Shells ELECTRIC FIRE	mixed tails	$750.00	$750.00

Category Shell Count: 47 $2,372.80

5 Inch Special Effect Shells

Quantity	Name	Rising Effect	Price	Total
1	Brocade wave ring with blue ring with shells of shells		$92.00	$92.00
1	Red to yellow peony with blue pistil		$92.00	$92.00
1	Studata Crackling Octopus		$131.00	$131.00

Category Shell Count: 3 $315.00

6 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
1	Assortment C of 9 different J&M brand shells ELECTRIC FIRE	mixed tails	$720.00	$720.00
1	Wizard 6" Assortment D of 9 different J&M Brand shells ELECTRIC FIRE	mixed tails	$720.00	$720.00

Category Shell Count: 18 $1,440.00

Section Shell Count: 515

Finales

2.5 Inch Finales

Quantity	Name	Rising Effect	Price	Total
12	Red white and blue 10 Shot finale chain		$132.00	$1,584.00

Category Shell Count: 120 $1,584.00

3 Inch Finales

Quantity	Name	Rising Effect	Price	Total
6	Rainbow 10 Shot finale chain	mixed tails	$234.00	$1,404.00
7	Red salute and blue dahlia 10 Shot finale chain	mixed tails	$234.00	$1,638.00
2	Report and palm 10 Shot finale chain		$234.00	$468.00

Category Shell Count: 150 $3,510.00

4 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
5	Glittering willow waterfall	glitter tail	$45.60	$228.00

Category Shell Count: 5 $228.00

18064 170th Avenue, Yarmouth, Iowa 52660-9772
1-800-648-3890 • Fax: 1-319-394-3265 • main@jandmdisplays.com • www.jandmdisplays.com

Finales

5 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
2	Golden kamuro to white strobe	Silver tail	$83.00	$166.00

Category Shell Count: 2 $166.00

8 Inch Special Effect Shells

Quantity	Name	Rising Effect	Price	Total
1	Glittering willow		$303.00	$303.00

Category Shell Count: 1 $303.00

Section Shell Count: 278

Miscellaneous

Ignition Items

Quantity	Name	Rising Effect	Price	Total
360	Igniter 3 meter leads, REGULATED, (USE in Multiples of 40 Only)		$2.20	$792.00
22	MJG 10' (non-regulated ATF) Igniters with 10' leads (FWI 10 - 30 per box)		$2.20	$48.40

Category Shell Count: 0 $840.40

Section Shell Count: 0

8% Free for Early Payment

3 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
2	Color dahlia with silver strobe (Three color)	Crackling tail	$24.10	$48.20
2	Lemon eddy in chrysanthemum		$24.10	$48.20
2	White strobe with red dahlia	glitter tail	$24.10	$48.20

Category Shell Count: 6 $144.60

4 Inch Special Effect shells

Quantity	Name	Rising Effect	Price	Total
1	Double Crackle		$48.30	$48.30
2	Six Angle brocade crown		$48.30	$96.60

Category Shell Count: 3 $289.50

5 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
2	Glittering to sea blue saturn with willow ring		$83.00	$166.00
2	Green peony with crackling with flash willow pistil	Crackling tail	$83.00	$166.00
2	Lemon dahlia with white strobe to report	gold tail	$83.00	$166.00
2	Medusa pattern (E-Fire ONLY) (assorted case)		$83.00	$166.00
2	Scattering with ring (silver wave ring, red blue scatter)	glitter tail	$83.00	$166.00
2	Willow to variegated w/ rising flowers		$83.00	$166.00

Category Shell Count: 12 $1,285.50

Section Shell Count: 21

18064 170th Avenue, Yarmouth, Iowa 52660-9772
1-800-648-3890 • Fax: 1-319-394-3265 • main@jandmdisplays.com • www.jandmdisplays.com

J&M Displays Proposal for:
City of Grinnell

15% Free for Loyalty Program

Multi-shell Barrage Units

Quantity	Name	Rising Effect	Price	Total
2	Fast salute with 1 color 49 shot (10 second version)		$180.00	$360.00
Category Shell Count: 98				$360.00

4 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
2	Color dahlia with silver strobe	Gold tail	$45.60	$91.20
2	Glittering willow to variegated with pistil	glitter tail	$45.60	$91.20
2	Gold crown		$45.60	$91.20
2	Golden kamuro to white strobe	Gold tail	$45.60	$91.20
2	Lemon and pink ring with crackling pistils	whistling tail	$45.60	$91.20
2	Pastel Cycas	Gold tail	$45.60	$91.20
2	Red green and blue moving stars		$45.60	$91.20
2	Silver palm tree	Silver tail	$45.60	$91.20
2	White strobe and red dahlia	whistling tail	$45.60	$91.20
Category Shell Count: 18				$1,180.80

4 Inch Special Effect shells

Quantity	Name	Rising Effect	Price	Total
2	Green strobe		$48.30	$96.60
2	Heart pattern Red to crackle		$48.30	$96.60
2	Kamuro with Happy Face Pattern		$48.30	$96.60
Category Shell Count: 6				$1,470.60

5 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
2	Chartreuse pistil with sun ring	Gold tail	$83.00	$166.00
2	White flickering crossette	silver tail	$83.00	$166.00
Category Shell Count: 4				$1,802.60

5 Inch Special Effect Shells

Quantity	Name	Rising Effect	Price	Total
2	Kamuro with Happy Face pattern		$92.00	$184.00
Category Shell Count: 2				$1,986.60

6 Inch Special Effect Shells

Quantity	Name	Rising Effect	Price	Total
1	Golden wave to orange swimming with white strobe pistil		$172.50	$172.50
1	Spangle chrys with blue pistil		$172.50	$172.50
Category Shell Count: 2				$2,331.60

Section Shell Count: 130

18064 170th Avenue, Yarmouth, Iowa 52660-9772
1-800-648-3890 • Fax: 1-319-394-3265 • main@jandmdisplays.com • www.jandmdisplays.com

J&M Displays Proposal for:
City of Grinnell

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

Subtotal Fireworks:	**$14,900.00**
J&M Production:	**$5,100.00**
Total Price of Show:	**$20,000.00**

Total Shot Count:	969
Packing Check:	505
Date of Display:	07/04/25
Customer Number:	10300

Summary of Free Items Added to Your Show
See Previous Pages for a Listing of Free Items
Free Items are Based on the $14,900.00 Fireworks Subtotal

$1,285.50	**8% Free for Early Payment**
$2,331.60	**15% Free for Loyalty Program**
$3,617.10	**Total Free**

Your Price is $20,000.00

Please Note the Following Comments:

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

18064 170th Avenue, Yarmouth, Iowa 52660-9772
1-800-648-3890 • Fax: 1-319-394-3265 • main@jandmdisplays.com • www.jandmdisplays.com

FIREWORKS DISPLAY AGREEMENT

THIS AGREEMENT is made and entered into this ______ day of ______________, 20 25, by and between J&M Displays, Inc., an Iowa corporation, having its principal placed of business at Yarmouth, Iowa, including its employees, owners, and agents, hereinafter referred to as "Seller", and City of Grinnell, Iowa, hereinafter referred to as "Buyer".

Seller shall furnish to Buyer one (1) fireworks display, as per the $ 20,000.00 program (the "Fireworks Program") submitted to and accepted by the Buyer, and which by reference is made a part hereof as Exhibit A. The display is to take place on the evening of July 4th, 20 25 at approximately 9:45 p.m., weather permitting.

IT IS FURTHER UNDERSTOOD AND AGREED BETWEEN THE PARTIES AS FOLLOWS:

I. FIRING OF DISPLAY

a. Seller agrees to furnish all necessary fireworks display materials and personnel for a professional fireworks display in accordance with the Fireworks Program approved by the Parties. Seller agrees to comply with all local, state, and federal regulations and guidelines pertaining to the storing and displaying of fireworks. Seller, with Buyer's assistance, shall obtain any necessary permits for the fireworks display.

b. Buyer Agrees to provide:

   i. Sufficient area for the display, including a minimum spectator set back as determined by Seller;

   ii. Protection of the display area by roping off or similar facility;

   iii. Adequate police or security protection to prevent spectators from entering the display area; and

   iv. Persons to assist in the inspection and cleanup of fireworks debris in the fallout zone of the shoot site at first light in the morning following the display;

c. The cost and acquisition of any site-specific materials or display restrictions (such as sand or the use of a barge) shall be discussed prior to adoption of this Agreement, and the Party responsible for any such acquisition and cost shall be specifically laid out in the Fireworks Program (Exhibit A).

d. Buyer understands that its failure to provide an appropriate area for the fireworks display, with requirement minimum setbacks and security, may result in a change to Buyer's display (such as a restriction on the type(s) of products which can be utilized) or a cancellation of the display for safety reasons, at Seller's sole discretion. In such event, if Buyer cannot immediately remedy the setback or security concern prior to the Display time noted above, Buyer remains responsible for the entire purchase price of the display regardless of any limitation or cancellation of the display.

II. PAYMENT. The Buyer shall pay to the Seller (check one of the below options):

☐ The sum of $ 10,000.00 as a down payment upon execution of this Agreement. The balance of $ 10,000.00 shall be due and payable within fifteen (15) days after the date of the fireworks display. A service charge of one and one-half percent (1 ½ %) per month shall be added to the unpaid balance if the account is not paid in full with the fifteen (15) days from the date of the display. If this account remains unpaid and is turned over to a collection agency for non-payment, all fees incurred in collecting the balance will be at the Buyer's expense. All returned checks will be assessed a $30.00 fee.

☐ $ 20,000.00 in full by April 25, 2025 (70 days prior to the display date). The Buyer will receive 8% prepayment bonus product in this fireworks display.

☐ $ 20,000.00 in full by June 4, 2025 (30 days prior to the display date). The Buyer will receive 5% prepayment bonus product in this fireworks display.

III. LOYALTY PROGRAM

a. Seller has in place a bonus system for Buyer's who purchase their fireworks displays exclusively from Seller year-to-year. The full terms of Seller's loyalty program have been provided to Buyer with the Program and are available on J&M's website.

b. Pursuant to Buyer's status in the loyalty program, Buyer will receive an additional ○ 5% ○ 10% ● 15% (check one) bonus product for this display.

IV. POSTPONEMENT/CANCELLATION

a. Rain Date: Should inclement weather prevent the firing of the display on the date intended, the Parties agree to a mutually convenient rain date of July 5, 2025 or another date as agreed to by both Parties. Once display set-up has begun, the determination to cancel the fireworks display because of inclement weather or unsafe weather conditions shall rest within the sole discretion of the Seller, the Authority Having Jurisdiction, and the Seller's lead pyrotechnician.

b. Except as specifically provided for elsewhere in this Agreement, neither Party will be liable for any failure or delay in performing an obligation under this Agreement that is due to any of the following causes (hereinafter referred to as "Force Majeure"), to the extent beyond the Party's reasonable control: acts of God, accident, riots, public disturbances including but not limited to an active-shooter situation, war, terrorist act, epidemic, pandemic, quarantine, civil commotion, breakdown of communication facilities, natural catastrophes, governmental acts or omissions, changes in laws or regulations, national strikes, fire, explosion, or generalized lack of availability of raw materials or energy.

c. Disruption of Services due to Covid-19, supply chain disruptions, and public health. Fireworks displays and related events are prone to cancellation due to the ongoing and unforeseeable nature of the Covid-19 pandemic and related health issues, government intervention (such as stay-at-home orders or restrictions on gatherings), and unavailability of supplies and personnel. As such, Seller will work with all customers to ensure a timely and safe display, but due to circumstances outside Seller's and Buyer's control, certain fireworks displays may have to be cancelled or rescheduled with limited notice. Each Party's obligations to perform hereunder will be excused in the case of a Force Majeure Event, which is defined to include (but is not limited to) supply chain disruptions which prevent Seller from obtaining the necessary materials to perform the Display; medical conditions which result in quarantine or similar limitations, or restrictions on travel or congregation in the metropolitan area where the Display is scheduled to be held; and death, serious illness or incapacity of one or more of the display Shoot Team member(s) which renders it impossible, unsafe, or not reasonably practical for the Shoot Team to perform the display.

A governmental or municipal Buyer, who in its discretion and control, acts or adopts a restriction on public gatherings shall not be relieved of its obligations under the Force Majeure provisions of this Agreement. A Buyer who anticipates any such restriction or potential cancellation shall immediately notify and contact Seller to discuss alternative arrangements.

d. Unless specified above: Displays postponed to an alternate date will be charged and additional 15% of the total contract price for additional expenses incurred in presenting the display on an alternate date; for Displays canceled and not rescheduled within the same calendar year, Seller shall be entitled to 20% of the contract price for out-of-pocket expenses incurred in preparation for the display.

V. INSURANCE and LIMITATIONS OF LIABILITY

a. Seller agrees to provide, at its expense, general liability insurance coverage in an amount not less than $10,000,000, and within two (2) weeks prior to the date of the fireworks display, shall submit to Buyer, if requested in writing, a certificate of insurance. All entities listed on the certificate of insurance will be deemed an additional insured. In the event of a claim by Buyer, the applicable deductible shall be paid by the Seller.

The Seller agrees to defend, indemnify, and hold harmless the Buyer and its agents and employees from and against all claims, costs, judgments, damages and expenses, including reasonable attorney's fees that may or shall arise out of any negligent or wrongful act or omission by the Seller related to the performance of the fireworks for the Buyer. The Buyer agrees to give the Seller prompt notice of any claims or demands and to cooperate with the Seller or its successors in interest or assigns, if any, in the defense of any such claims and/or demands.

b. Separate from, and in addition to Seller's insurance of the fireworks, Buyer agrees to provide, at its expense, a general liability policy or "special event" insurance coverage, in an amount sufficient to meet or exceed municipality or industry standards and all applicable requirements of local, state, and federal law. For any injury or property claims that may arise during the course of Buyer's event, not arising out of Seller's acts or the performance of the fireworks, Buyer's insurance shall be primary. Buyer agrees to defend, indemnify, and hold harmless the Seller and its agents and employees from and against all such claims, costs, judgments, damages and expenses, including reasonable attorney's fees that may or shall arise out of any negligent or wrongful act or omission by the Buyer or third-parties occurring during the course of Buyer's event.

c. In no event shall Seller's liability to Buyer arising out of or related to this Agreement, whether arising out of or related to breach of contract, tort (including negligence), or otherwise, exceed the aggregate amount of insurance coverage as described in this section. Notwithstanding any provisions to the contrary, in no event shall either Party be liable to the other, or to any third party, for any loss of use, revenue or profit, or for any consequential, incidental, indirect, exemplary, special, or punitive damages whether arising out of breach of contract, tort (including negligence), or otherwise, regardless of whether such damage was foreseeable and whether or not such party has been advised of the possibility of such damages.

VI. Each Party has read all of the provisions of this Agreement, they understand all of its provisions, and agree to be bound by them. This written contract, and its Exhibits, contains the entire agreement of the Parties and modifies and supersedes all prior agreements or negotiations, all of which are merged into and incorporated into this Agreement. If any provision of this Agreement is held invalid or unenforceable, such invalidity or unenforceability shall not affect the other provisions of this agreement.

VII. Choice of Law, Jurisdiction, and Venue. This Agreement shall be governed by and construed in accordance with the laws of the State of Iowa without regard to conflict-of-law principles, except as otherwise specifically required for the storing and displaying of fireworks as set forth by State and Federal law. Notwithstanding, the Parties must bring any legal or equitable action or proceeding arising under or related to this Agreement exclusively in the Iowa District Court in and for Des Moines County, Iowa. The Iowa District Court in and for Des Moines County, Iowa shall have exclusive jurisdiction to decide any disputes arising out of or related to this Agreement. Each party knowingly and voluntarily consents to and expressly waives any objection or defense to personal jurisdiction, improper or inconvenient venue, or inconvenient forum in the Iowa District Court in and for Des Moines County, Iowa.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement the day and year first written above.

SELLER	BUYER
BY: Mark R. Johnson	BY:____________________
ROLE: Sales Representative	ROLE: ____________________
J&M Displays, Inc.	ENTITY:____________________

Please include the DISPLAY INFORMATION FORM with this Agreement so your order is processed accurately.

Prairie Burn info for City Council meeting March 17, 2025

1. Date: June 14, 2024

2. Time: The ride will have staggered starts- 6:30am 100 mile riders, 8am 50 mile riders 9am 25 mile riders, 10:15am 5K fun run. The 100 mile ride will be a race. We have communicated this with Capt. Dan Johnson and plan to have a controlled roll out through town. All racers and riders will have rules to follow the rules of the road.

3. Location: The event start/finish line is on the east side of Central Park on Park St. between 3rd and 4th Ave. The ride consists of 3 different loops out of town that all return back to Central Park.

4. Street closure:

- We request to have Park St. closed between 3rd and 4th Ave. from 4 am to 6:00 pm. On 6/14/2025. We have talked with Capt. Dan Johnson on the closure and on blocking Hwy 6 for the start.
- We request 3rd Ave. closed between Broad and Park. We are planning on having food trucks in this location.
- Fun Run- route same as last year. Have spoken with Grinnell PD on the potential for help with crossing at Hwy 6 and Park St.

5. Noise permit: We are planning on having music during the day.

6. Signage: We have a local business making banners that can be placed on the light poles around central park and the downtown area to highlight our event. We worked with Carl Eggermont last year to have them installed and would do the same this year.

- Large Start/finish banner will be hoisted above and across the street via MCG bucket trucks. Need to set up on Friday afternoon.

7. Solera will be providing alcohol in Central Park for the event. We have spoken to Grinnell PD, Capt. Dan Johnson on this issue. We will also have live music in the shelter from 12-2pm. Surf Zombies

8. Food Trucks- we are inviting food trucks to the event from 11-3pm. They will be located on the closed 3rd Ave. Do we or do they need other permits or approval for their set up and sales?

9. We are planning on Porta Potties for the street location as well. Delivered Friday 6/13 and picked up Monday, 6/16.

RESOLUTION NO. 2025-39

A RESOLUTION AMENDING THE CITY OF GRINNELL EMPLOYEE SAFETY MANUAL

WHEREAS, the city of Grinnell Safety Employee Safety Manual is an official document governing and guiding the safety policies between the city of Grinnell and its employees, and

WHEREAS, it is necessary to amend the policy with specific updates and amendments as provided; and

WHERES, this policy has been reviewed and discussed by the City Council of the city of Grinnell; and

NOW, THEREFORE BE IT RESOLVED by the City Council of the city of Grinnell does hereby adopt the City of Grinnell Employee Safety Policy Manual as amended effective March 17, 2025.

PASSED AND APPROVED this 17th day of March 2025.

____

DAN F. AGNEW, MAYOR

ATTEST:

____

ALYSSA DEVIG, ASSISTANT CITY CLERK

CITY OF GRINNELL

EMPLOYEE SAFETY MANUAL

APPROVED BY THE CITY COUNCIL
~~AUGUST~~MARCH 202~~3~~5

TABLE OF CONTENTS

Page

Supplements

FORWARD

What is safety? The dictionary defines it as "freed from harm or risk and secure from threat of danger, harm, or loss." The meaning of safety on the job means prevention and elimination of harm or risk to each individual employee. Safety is a very real situation especially when an accident happens to you, your family, friends or co-workers. Most accidents can be prevented, and this is the intent of this handbook- Accident prevention and acquiring a safety attitude.

The only way a good safety program works, is if everyone is aware and working towards an accident free workplace. It is our sincere hope that awareness of safety on-the-job will carry over into the home and all other areas of your life. After all is said, safety is being aware of your actions and not taking anything for granted.

The safety and health rules within this booklet are easy to follow or understand. This booklet, however, does not cover every situation. We need your help in identifying situations that could lead to an accident. Be aware and alert to potential accidents and let us know so new procedures or modifications can be made.

SAFETY IS FOR YOUR PROTECTION, BUT IT TAKES ALL OF US TO MAKE IT WORK.

Your Employee Safety Committee

GENERAL SAFETY RULES

Most of us do not consider our jobs hazardous, but like any occupation, you must use good judgment and care, to maintain a safe working environment. The most common types of accidents are slips and falls; back strain from lifting and handling heavy objects; and improper use of equipment. One of the best ways to avoid accidents is to know or to ask your supervisor the correct procedures before starting the work assignment. Carefully plan your work, especially non-routine assignments. You can save time and energy while avoiding hazards. The following safety guidelines are general in nature and will help you carry out your responsibilities safely. It is not a complete list and could be amended by need or at your suggestion.

1. Take care of injuries and report them at once. Small cuts and scratches can become infected unless cared for at once.

2. Work at a safe, sane pace—when you hurry, you forget about safety.

3. Do not attempt to give first aid to an injured person unless you have been trained to do so. Do not move a seriously injured person unless absolutely necessary.

4. Obey all warning tags and signs on equipment. Read instruction manuals or seek instruction BEFORE operating any machine or equipment.

5. Your Worker's Compensation coverage will not cover you for horseplay injuries.

6. The use of or possession of any intoxicating beverages or narcotics on the job is absolutely forbidden.

7. Correct all unsafe conditions or report them to your supervisor.

8. Keep work areas clean and orderly at all times. Poor housekeeping causes accidents and wastes time.

9. Use the correct tool and equipment for the job.

10. Wear proper safety equipment such as eye and ear protection, and safety hats as specified by safety policy.

11. Be considerate and concerned at all times for the safety of your fellow workers and general public.

12. Obey all safety rules and practices and take an active part in the safety of your fellow workers.

13. Remember to remind your fellow workers when they are working unsafely. You could save their life and they could return the favor someday.

WHAT TO DO IN CASE OF AN ON-THE-JOB ACCIDENT

EMPLOYEE - Report the injury at once and call "Company Nurse" (except FT police and fire) to seek proper treatment and protocol. If necessary, call an ambulance giving your name, the nature and location of the accident and the number of people needing assistance. If possible, meet the ambulance upon arrival to give immediate location of injured persons. Begin filling out the EMPLOYEE INJURY OR ILLNESS NOTIFICATION FORM and pass it on to your supervisor immediately. The form must be filled out within 24 hours.

SUPERVISOR – Secure all the facts concerning the accident. Include names, type of accident; how treated; suggestions for prevention of recurrence; what, if any damage to property was done. This information will be used to determine preventative measures. In case of an on-the-job accident, injury or sickness to an employee, secure all the necessary facts for your EMPLOYEE INJURY OR ILLNESS NOTIFICATION FORM and pass it to the City Offices within 24 hours.

COMPANY NURSE

As a member of the Iowa Municipalities Workers' Compensation Association, City of Grinnell employees (except FT police and fire) are required to report all potential work-related injuries using Company Nurse. Reporting claims through Company Nurse provides employees with access to 24-hour, 7 days a week claims reporting and medical recommendations (triage) from a registered nurse.

To report a claim through Company Nurse, call 1-888-770-0928 and use group code: IA164.

Employees that fail to report injuries to Company Nurse within 24 hours may be subject to discipline.

In the event of a serious injury or incident the City of Grinnell's Safety Committee Director shall be notified immediately. The location shall not be disturbed, or equipment removed, unless necessary to treat injured workers, prevent further injury or property damage. An investigation shall be conducted by the Safety Committee Director, his/her designee, or third party if deemed necessary. Examples of serious injury or incident:

- Falls from 6 feet or more
- Injuries requiring on scene treatment and/or transport by EMS
- Loss of consciousness
- Bone fractures
- Large Lacerations
- Amputations of any body part
- Trench or excavation collapses with injury or entrapment
- Any incident in which the employee is trapped, and co-workers are unable to extricate in a timely manner
- Major equipment failures

The aforementioned are merely examples of a serious injury or incident and are not intended to be all inclusive.

REPORTING SAFETY HAZARDS
It is the responsibility of every City employee to report any safety hazards or violations. Employees should report hazards and violations to their supervisor first. If no action is taken, the employee should report it to the City Safety Director. Any such complaints will be handled in strict confidence. Our purpose is to prevent accidents, not to punish anyone. Remember, if you fail to report a hazard or violation, a serious injury or death to a fellow worker or to yourself could occur.

ADDITIONAL REPORTING RESPONSIBILITIES
Breaks in sidewalks, deep holes in streets, missing or damaged road signs, malfunctioning streetlights, obstructions, hazards in any public areas such as the parks or pool, and other conditions

on city property which may cause an accident should be reported. Point these hazards out in writing to your supervisor. In this way you can contribute immeasurably to the welfare of Grinnell's citizens, including fellow workers, friends and family.

ACCIDENT PREVENTION SUGGESTIONS
Communicate suggestions to your supervisor concerning safety and elimination of hazards on the job. If you would rather, you may submit your suggestions to the Employee Safety Committee and your ideas will be given the same full consideration. The committee will review all safety suggestions for inclusion in the City's safety program.

DESIGNATED PHYSICIAN
All work-related injured employees are instructed to call Company Nurse to report the injury and will be directed, if necessary, to our designated physician at UnityPoint Grinnell Regional Medical Center.

MANAGEMENT RESPONSIBILITIES
In order for a safety program to attain the desired effectiveness, it must have continuous and aggressive influence from management. In general, the City's safety program will include education, inspection, analysis and enforcement of safety policies.

1. City management will provide the means to accomplish a safe working situation.

2. City management will enforce adherence to safety policies and procedures and will take disciplinary action against any employee who willfully disregards them.

3. City management will conduct safety inspections.

4. City management will investigate or cause to be investigated any and all reported accidents.

5. Management will establish and provide periodic safety training for employees.

SUPERVISOR RESPONSIBILITIES
Supervisors may delegate authority and assign responsibilities for most areas in their control, but the supervisor cannot delegate or assign away their responsibilities for accident prevention.

Supervisors have the responsibility of thoroughly instructing their personnel in the safe practices to be observed in their work situations. They will enforce safety standards to the utmost of their ability and authority. Supervisors will take the lead to eliminate any potential hazards and will set the example of good safety practices in all areas of their job. A supervisor must:

1. Take full responsibility for the safety of their employees.

2. Train, re-train and remind all employees, old and new, on the safe way to do their job.

3. Provide a copy of the Employee Safety Manual to each employee and review it with him or her.

4. Set a good example by working safely.

5. Make sure the necessary safety equipment and protective devices for each job are provided and used properly.

6. Instruct all employees in the use of safety equipment such as fire extinguishers, safety glasses, ear protection, etc.

7. Take prompt corrective action whenever unsafe conditions or actions are observed or reported.

   Safety must not be put off until tomorrow.

8. Investigate thoroughly the causes of all accidents and take corrective action to prevent their recurrence. The supervisor will submit the EMPLOYEE INJURY OR ILLNESS NOTIFICATION FORM within 24 hours to the Safety Director.

9. Conduct frequent scheduled safety inspections of all work areas in order to improve housekeeping, eliminate unsafe conditions and encourage safe working practices.

10. Take safety into consideration whenever you revise procedures or purchase new equipment. Always read the enclosed instruction book before operating new equipment.

11. Check to see that all safety equipment is available and in proper working order.

12. Encourage safety suggestions and comments from employees. Adopt those that are feasible and thank them for the suggestions. Forward all suggestions to the Safety Director.

13. Pay attention and seek out current knowledge regarding improving safety techniques.

14. Avoid “blowing-up” as it causes a person to behave irrationally and accidents are most likely to occur at that time. Do whatever it takes to “cool-off” first before acting.

JOB SITE LEADER'S RESPONSIBILITIES

A Job Site Leader must become familiar with all safety procedures and correct use of equipment.

A Job Site Leader's best weapon for preventing accidents is to set a good example and enforce safe work habits and methods. A Job Site Leader will:

1. Insist safety procedures and rules are followed at all times and report habitual violators to the Supervisor.

2. To the best of their ability, identify and correct unsafe conditions at the job site.

3. Make sure all the necessary safety equipment is on hand and used by everyone.

4. Follow good housekeeping procedures at the work site.

5. See to it that all injuries are cared for properly and promptly.

6. Report all accidents to the Supervisor immediately.

EMPLOYEE RESPONSIBILITIES

All City employees are responsible for understanding and following safety rules and procedures that are established to prevent injuries to them and others. If you have a question about safety, use of equipment, or procedures be sure and ask your supervisor. Never attempt to do a task unless you fully understand what you are to do and how to do it. All employees have a great responsibility for prevention of accidents and are expected to:

1. Follow instruction. If you do not know the proper method of doing a job, ask your supervisor for safe job instructions.

2. Note unsafe conditions, correct them if possible and report them to you supervisor for permanent resolution.

3. Keep work areas clean and orderly because poor housekeeping causes accidents.

4. Use the right tool or equipment for the job and do not use defective tools or equipment.

5. Report all accidents to your supervisor immediately. If injured, seek or request medical treatment. Know emergency phone numbers.

6. Wear proper protective equipment such as eye and ear protection, and safety hats when necessary.

7. Obey all safety rules and practices and take an active part in the safety program.

8. Remind your fellow workers when they are working unsafely. You could save their life and they could return the favor someday.

HOUSEKEEPING

Some of us excuse our poor housekeeping habits by saying there isn't enough time to put things away or "things only appear messy, but I know where everything is." One of the most common accident categories is slipping, tripping and falling. Good housekeeping is maintaining an orderly, safe workplace, free of clutter and debris, where everything has a place and can be found when not in use. Also, good housekeeping can make a major contribution to improving productivity. Most people are not aware of the time lost "finding things" or the inefficiencies which result when trying to work in a cluttered area.

Psychologists tell us that an orderly environment significantly improves worker moral. It is also known that people will rarely clutter an already clean space. Clutter tends to appear in areas for which no one feels responsible. Make it your responsibility to keep your work area free of clutter. Supervisors must assign areas of overall responsibility to all individuals and inspect these areas daily. Remember, this is to help prevent accidents, so keep areas clean and clear.

ALL EMPLOYEES MUST:

- Keep aisles free of debris.
- Return tools and materials to their proper storage area immediately after use.
- Minimize the use of extension cords.
- Put all small tools away immediately.
- Clean up spills promptly but do not use highly flammable solvents-use prescribed solvents and cleaners.
- Remove ice, mud or snow from steps, walks, drives, ladders, and running boards immediately.
- Stack materials properly (see also lifting and carrying section)
- Do not allow materials to extend past the shelf or bin.
- Use pallets to even stacks when stacking uneven materials.
- Store excess lumber in a separate area, sorted by size with nails removed.
- Avoid stocking materials overhead.
- Store flammables in designated areas and in proper containers.
- Refill empty cans with gas immediately to prevent fume buildup.

SUPERVISORS MUST:

- Designate a proper place or storage space for everything.
- Provide sufficient tools for cleanup.
- Assign cleanup responsibilities and make sure work sites are cleaned before quitting time.
- Inspect the work areas for better housekeeping procedures.

LIFTING AND CARRYING

Back aches and injuries to the back are the single most common on-the-job injury. Fully two-thirds of the work force will, at some time, suffer from some type of back pain. In many cases, this injury was caused by an incorrect method of lifting or carrying materials. Improper lifting accounts for nearly one-quarter of ALL occupational injuries and is the most frequently reported injury to persons doing street and solid waste work.

Learning to lift correctly is only a part of preventing back injuries. Understanding your "lifting limitations" is the other part. Know how much you can safely lift without straining yourself.

Another aspect is your physical conditioning. If you are going to be lifting all day long, such as solid waste collection, be sure and do warm-up exercises prior to the start of your workday. Most injuries occur at the beginning of the workday and can be prevented by being properly warmed-up. Studies have also shown that weak abdominal muscles are directly connected to back injuries. Doing sit-ups prior to the start of solid waste collection can combine warming up and strengthening abdominal muscles. Doing this will avoid needless pain and suffering.

ALL EMPLOYEES SHOULD:

- Be encouraged to do warm-up exercises before starting work.
- Rock the load to estimate its weight prior to lifting. It is not advisable to lift over half your body weight.
- Use help to lift bulky objects. Use a dolly, crane hoist or get a co-worker to help.
- Inspect the object to be lifted for slivers, jagged and sharp edges.
- Wipe off greasy, wet, slippery or dirty objects before lifting them.
- Position feet correctly – place one foot in the intended direction of movement and the other in a position where it can give support and thrust to the body. This will prevent loss of balance and twisting of the back.
- Keep your back relatively straight and bend at the knees.
- Bend over slightly, but do not bend your back in an extreme curve to lift. Pull the load close to your body when lifting a load that is too large to pass between the knees.
- If you are going to lift and carry a compact load, squat down and straddle the object with your knees, keep your back relatively straight, pull the load toward your body and use your leg muscles to help lift the load. Remember your leg muscles can lift four times what your back muscles can lift.

Grasp the load correctly, keeping fingers away from pinch points.

A. With boxes; at the alternate tip and bottom corners.
B. With material; alternate corners, one shoulder and upper arm.

Move as smoothly as possible and never run. If a load interferes with normal walking, get help. Keep work areas cleared to avoid tripping (remember, good housekeeping), and keep a clear view over the load. Use extra caution when walking on ice, snow or mud.

Never turn at the waist to change direction or to put an object down.

Set the load down close to your body or put the load down on the rear of a shelf, then slide it back.

In team lifting, adjust the load so it is level. Lift, walk and set down in unison. Call out commands of “lift”, or “set down”, if more than two are involved.

SUPERVISORS SHOULD:

Relocate storage areas, when possible, to the most convenient location so carrying distances can be minimized.

Analyze current procedures to see if lifting can be reduced or eliminated.

Provide proper lifting aids and instruct employees in their safe use.

GENERAL DRIVING RULES

Many of you will drive City vehicles during the course of your employment. Almost all of you drive a motor vehicle daily. More than 50,000 people die each year as a result of vehicular accidents and several thousand are injured or disabled. Defensive driving and common sense will usually cover most situations.

ALL DRIVERS WILL:

- Be licensed and pre-qualified operators of the vehicle to which they are assigned to drive.
- Come to work fit to drive. (Sick drivers may be relieved from duty and fatigued drivers could be considered dangerous.)
- Check brakes, steering, hydraulics, cables, fluid levels, exhaust, tires, and controlling equipment.
- Check safety equipment such as lights, flashers, mirrors, horn and wipers.
- Position all adjustments for safe driving before starting the vehicle, including inside and outside mirrors and seat position.
- Keep the vehicle clean, inside and out. A vehicle is more visible to other drivers when clean. Keeping it clean on the inside aids in safety, appearance and attitude. (Remember housekeeping) Also clean the windshield and glass inside and out to take advantage of visibility. Clean dirt and road film from headlights, taillights, running lights and inside gauges.
- Refrain from eating and drinking while driving. It is difficult to do two things at once, especially since driving involves so many functions. Be safe and concentrate on driving.
- Stay within posted speed limits and slow down when conditions are difficult (snow, ice, fog, rain, etc.)
- Never drink alcoholic beverages while on duty. The punishment is immediate dismissal.
- DO NOT assume the right-of-way. Let the other driver go first. Be courteous, yield and stop! It is better to be alive than right and dead.
- Keep from tailgating. Allow extra distance when conditions are poor.
- Always signal intentions at least 100 feet in advance and avoid sudden braking.
- Before backing, use mirrors, and if necessary, when rear view is obstructed, use a spotter.
- Turn on low beam headlights during dark periods of the day, such as during rain, snow and fog. It is recommended that headlights should be on one-half hour before sunset and one-half hour after sunrise. Parking lights designate a vehicle is parked. Never drive with parking lights on.
- Remember to buckle up and save your life.

SUPERVISORS WILL:

- Set a good example and obey all the aforementioned safety procedures.
- Instruct vehicle operators on what types of maintenance and minor repairs they are allowed to make on vehicles. (All other repairs should be made by trained personnel or service representatives.)

- Watch carefully for alcohol or drug abuse by an employee. Any supervisor who knowingly permits an employee to work under the influence is open to disciplinary action and possible personal liability.
- Make sure your employees follow all safety procedures. Safety only works when supervisors are involved. Be involved and save someone from a possible serious injury or even death. It could be your family or friends involved in a traffic accident. Insist on safe driving by your fellow workers.

PERSONAL PROTECTIVE EQUIPMENT – GENERAL

Many tasks you will be doing are potentially dangerous but knowing what you are doing with proper safety instruction, common sense, planning and foresight will greatly minimize your chances of being injured. Add to this the use of personal protective equipment and you will virtually eliminate any chance of injury. Is wearing protective glasses a nuisance? Possibly, but think of how much of a nuisance it would be to lose an eye. Protective equipment does not protect you unless it is used and used properly. It is considered a serious violation of safety procedure to ignore protective equipment.

EMPLOYEES WILL:

- Be provided with and wear eye and face protective equipment when operating or using the following, but not limited to the following:

  A. Shop-type machines such as grinders, lathes, drills, saws, compressed air, etc. B. Welding.
  C. Chemicals or other hazardous substances.
  D. When working in automotive or equipment maintenance areas or woodworking activities.

- Use traffic safety vests or equivalent protection when working in traveled area. Examples would be road construction, sewer repair, etc.
- Wear protective hard hats under labor-type conditions where a blow to the head is possible. Examples could be construction, overhead work, street work, sewer work, trenching, etc. OSHA requirements are: "Employees working in areas where there is a possible danger of head injuries from impact, or falling or flying objects, or from electrical shock or burns, shall be protected by protective helmets."
- Take care in the use of gloves. Gloves can protect your hands and even improve your grip, but should never be worn around machinery on motion or portable power tools (drills, etc.) Rings, watches or any metal jewelry are especially dangerous if worn around electrical equipment and machinery in motion.
- Take care in wearing beards. ALL city employees, in the course of employment, who may become exposed to chlorine gas or other deadly gas situations, in which respirator protection will be needed, shall not wear a beard. This is because a proper seal on the face piece cannot be obtained and a serious accident, illness or death could occur.
- Learn the proper use of fire extinguishers and what types can be used on particular fires.
- Wear hearing protectors (earmuffs or plugs) in the vicinity of equipment that have excessive noise levels. Such equipment would be generators, compressors, jack hammers, motorized equipment, etc.
- Use full eye protection in the area of equipment that creates hazards to the eyes. (Jack hammers, grinding wheels, wood working, etc.)
- Use protective equipment for specific situations or tasks. These could include gloves, aprons, respirators, air breathing apparatus, safety belts and lines, life jackets, safety nets, and various clothing for inclement weather.

SUPERVISORS WILL:

- Set an example by wearing and using appropriate protective apparel.
- Educate employees on the need to use the proper personal safety equipment.
- Make the decision to use protective equipment and enforce these decisions. Any supervisor who knowingly permits an employee to work without proper equipment is open to possible personal liability and disciplinary action.

Required Programs – Based on Employer Assessment of Workplace Hazards

OSHA regulation Section 1910.133 – **Eye and face protection**

Suitable eye protectors (safety glasses, goggles, face shields, wire mesh masks, etc.) must be provided where there is potential for injury to the eyes or face from flying particles, molten metal, liquid chemicals, acids or caustic liquids, chemical gases or vapors, body fluids, potentially injurious light radiation or a combination of these in Compliance with OSHA 1910.133.

1. Introduction
   1.1. Purpose:
   This standard rule establishes practices and procedures regarding the purchase and use of prescription and non-prescription protective eye and face protection for employees.
      1.1.1 Appropriate eye and/or face protection is required when employees are in areas where there is a risk of exposure to eye and face hazards from flying particles, molten metal, liquid chemicals, acids, caustic liquids, chemical gases or vapors, or potentially injurious light radiation.
      1.1.2 Eye protection must satisfy the requirements of the most recent version of the American National Standards Institute (ANSI) Z87.1.
      1.1.3 A hazard assessment must be conducted to determine the appropriate type of eye and face protection.

2. Responsibility
   2.1. Department/ Supervisor:
      2.1.1. Each department is responsible for maintaining and updating their specific hazard assessment that outlines required personal protective equipment.
      2.1.2. The department must enforce the use of eye and face protection and all other required personal protective equipment.
      2.1.3. Approve the initial purchase and replacement of safety glasses.
      2.1.4. Provide non-prescription safety glasses to all employees required to use eye protection.
   2.2 Employees:
      2.2.1. Assist in conducting hazard assessments for the determination of personal protective equipment.
      2.2.2. Employees issued safety glasses will be required to wear them at all times when they are exposed to potential eye hazards as identified in the hazard assessment.

2.2.3. Store safety glasses and other eye and face protection in a location at work that is free from dirt, dust, chemicals, and other hazards that may damage them.

2.2.4. Read, understand and follow all protocols, including manufacturer's recommended care and maintenance of eyewear.

3. Procedures/Guidelines

3.1. Acquiring Non-prescription Safety Glasses:

3.1.1 Upon initial assignment to a position requiring safety glasses, the employee will be provided with one set of non-prescription safety glasses along with any other personal protective equipment required.

3.1.1.1. It is recommended that the employee be allowed to choose from several styles, as style and comfort are factors in ensuring that employees wear safety equipment.

3.1.2. Replacement for lost or damaged safety glasses will be acquired through the employee's supervisor.

3.1.2.1. The employee will be responsible for the purchase of replacement safety glasses that are lost or damaged due to the employee's negligence.

3.2. If the employee wears prescription glasses the employee will be issued non-prescription glasses to be worn over non-safety prescription glasses.

3.2.1. The following procedure must be followed to purchase prescription safety glasses:

3.2.1.1. The employee must obtain approval from his/her supervisor.

3.2.1.2. The employee will schedule and pay for an eye examination if he/she does not have a current prescription.

3.2.1.3. The employee is responsible for the cost of the examination, glasses, and fitting.

3.3. Return of Safety Glasses

3.3.1. Eye protection devices issued to the employee remain the property of the City of Grinnell and are to be returned when the use of the device is no longer necessary.

3.3.1.2. Upon termination of employment or transfer to another position that does not require the use of safety glasses, the employee shall turn in his/her safety glasses and all other personal protective equipment as part of the termination/reassignment process.

3.3.2. Eye protective devices must be thoroughly cleaned and disinfected before being issued to another person.

3.3.2.1. Disinfection can be conducted with isopropyl alcohol wipes followed by soap and water or thorough cleaning with a disinfectant solution.

3.4. Contact Lenses:

3.4.1. The National Society to Prevent Blindness points out that contact lenses do not provide eye protection in the industrial sense and must be worn only in conjunction with approved safety eyewear.

OSHA regulation Section 1910.134 – **Respiratory Protection**

Devices such as dust masks, canister respirators, self-contained breathing apparatus or other such apparatus must be provided to employees that are exposed to harmful dust, fogs, fumes, mists, gases, smoke, sprays, or vapors. Persons working in oxygen deficient, or oxygen enhanced atmospheres must also be protected. Persons using the devices must be fit-tested to the device, tested to see if they are physically able to use the devices, and trained in the use and care of the devices.

OSHA regulation Section 1910.135 – **Head Protection**

Employees working in a location where there is danger of being struck in the head by falling objects or other dangers from above such as electrical hazards must wear head protection. The head protection must meet the requirements of American National Standards Institute (ANSI) Z89.1-1986.

OSHA regulation Section 1910.136(a) – **Foot Protection**

General requirements. The employer shall ensure that each affected employee uses protective footwear when working in areas where there is a danger of foot injuries due to falling or rolling objects, or objects piercing the sole, or when the use of protective footwear will protect the affected employee from an electrical hazard, such as a static-discharge or electric-shock hazard, that remains after the employer takes other necessary protective measures.

1. Introduction
    - 1.1. To ensure the safety of employees, appropriate protective footwear must be worn by all employees when working in areas where there is a danger of foot injuries due to falling or rolling objects that could crush the foot, objects that could pierce the sole, and where the employee's feet are exposed to electrical hazards.
    - 1.2. Requirements for Foot Protection
        - 1.2.1 Appropriate foot protection is required when employees are in areas where there is a danger of foot injuries due to falling and rolling objects, slip hazards or objects piercing the sole, and where employees are exposed to electrical hazards.
        - 1.2.2. Rubber boots with toe protection are recommended for employees working in flooded trenches or other locations where ordinary over-the-shoe protection would be inadequate to insure that the employee's feet would remain dry.
2. Responsibility
    - 2.1. Department/Supervisor:
        - 2.1.1. Each department is responsible for maintaining and updating their specific hazard assessment that outlines required personal protective equipment.
        - 2.1.2. The department must enforce the use of protective footwear and all other required personal protective equipment.
    - 2.2. Employees:
        - 2.2.1. Employees whose job duties require protective footwear will be required to obtain safety shoes before beginning work in any hazardous situation where foot injury is possible.
        - 2.2.2. Once a job has been designated as requiring safety shoes, employees will not be allowed to work without the required foot protection.
        - 2.2.3. If required, protective footwear shall be worn at all times to complete the employment duties assigned.
        - 2.2.4. Protective footwear is the responsibility of the employee.

3. Procedure
    3.1. Standards:
    3.2. Protective footwear shall comply with ASTM standards: F2412-05 “Standard Test Methods for Foot Protection” and F2413-05 “Standard Specification for Performance Requirements for Foot Protection.”
    3.3. A hazard assessment is required of the employee’s workplace to determine required personal protective equipment. The department must maintain a copy of the hazard assessment. A list of specific employees shall be maintained by the department to verify protective footwear has been purchased for their employee(s).

4. Purchasing:
    4.1. Employees must have approval from their supervisor or the City of Grinnell prior to the purchase of protective footwear.
    4.2. When protective footwear is a requirement of the job, the City of Grinnell will reimburse the employee for the purchase, with the following parameters:
        4.2.1. No more than one pair of protective footwear can be reimbursed per fiscal year (July 1st – June 30th) at the current reimbursement rate of $100 per pair.
        4.2.2. The employee is responsible for any additional expenses associated with the purchase of safety shoes.
        4.2.3. The employee must present the original receipt for reimbursement.
        4.2.4. The City of Grinnell will provide employees with $100 towards the purchase of protective footwear if protective footwear is a requirement for the duties assigned. An employee who chooses to purchase their protective footwear from Brown’s Shoe Fit in Grinnell can go directly to Brown’s and purchase their protective footwear. The employee will be given a 10% discount towards the purchase. Any amount over $100 the employee will pay directly to Brown’s. Brown’s will then bill the City of Grinnell for the remaining $100. If an employee chooses to purchase their protective footwear from Theisen’s in Grinnell the supervisor can charge that purchase to receive tax free and a 10% discount plus the contribution of $100 from the city of Grinnell. Any amount remaining above the $100 amount at either store will need to be paid by the employee the day of purchase.
        4.2.5. An employee required to wear protective footwear shall be entitled to receive reimbursement of up to $100 per fiscal year beginning July 1, for the purchase of such protective footwear excluding shipping costs, taxes, and any other surcharges.
        4.2.6. If the safety portion of the footwear is compromised while performing the employees’ assigned duties, they shall be eligible for up to $100 reimbursement during the fiscal year.
        4.2.7. It is mandatory that all necessary City of Grinnell employees purchase protective footwear as required based upon their job duties. Once purchased it is also mandatory that they wear their protective footwear when required. If a City of Grinnell employee is caught without proper foot protection when required, they shall be subject to appropriate discipline.
5. Exceptions
    5.1. Employees who cannot wear conventional protective footwear for medical reasons must obtain documentation from their personal physician and submit a formal exception request to their supervisor.
        5.1.1. The City of Grinnell will review the documentation to verify that there is a medical condition precluding the use of conventional protective footwear. If the request is approved, the employee will be provided alternative protective footwear at the same reimbursement rate as with conventional protective footwear. If the condition is not approved, the employee may appeal to the City Manager.
    5.2. A medical exception does not preclude the need for some type of protective footwear.
    5.3 If employees are exposed to a hazard, then they still must be protected or otherwise removed from the exposure risk (i.e., reassignment).

OSHA regulation Section 1910.137 – **Electrical Protective Equipment**

Persons involved in power generating or power distribution construction and maintenance must be protected from shock, electrocution and burn hazards.

OSHA regulation Section 1910.138 – **Hand Protection**

Workers hands and arms must be protected from cuts, burns, chemicals, bodily fluids and other

recognized hazards. Proper hand wear must be selected for the task. Material safety data sheets specify the type of hand wear needed for handling various chemicals.

OSHA regulation Section 1910.139 – **Respiratory Protection for M. tuberculosis**

Respiratory protection must be provided for persons working in locations where exposure to tuberculosis may be encountered. This is an issue for law enforcement and public health personnel.

OSHA regulation Section 1910.95 – **Occupational Noise Exposure – Hearing Conservation**

Hearing protection must be provided for persons exposed to noise levels exceeding limits set forth in
1910.95. The noise level of the workplace must be measured to determine if hearing protection is required. Employees must be tested for hearing capacity to establish a base line for use when succeeding tests are made. The employer must furnish ear protection that will diminish the noise to acceptable levels. Foam earplugs, ear "muffs", or other suitable method may be used to reduce noise exposure when no other way to reduce the noise level is possible.

Employees' hearing must be tested annually and compared to the base line test to see if the hearing conservation program is effective. If the tests reveal further hearing loss, the employer must make every effort to further reduce the noise level exposure to the employee.

ADDITIONAL SUBJECTS

Any additional subjects you feel could be covered should be suggested to your supervisor and the Safety Committee Director.

Hearing Conservation

Noise Audits
All locations and equipment must be audited annually to determine if it exceeds 85 decibels (db).

All locations and equipment that exceed the 85 db limit shall be conspicuously marked to notify employees of the risk.

A list of all locations and equipment that exceeds the limit shall be maintained by the program administrator.

Noise audits will be conducted using:
- Sound level meter (multiple samples taken throughout workday)
- Noise dosimeter (for employees working in numerous locations)
- Equipment manufacturer's noise specifications

Employees will be given the opportunity to observe noise audits monitoring and will be notified of noise audit results.

Audiometric Testing
1. Audiometric testing will be performed on all employees whose exposures equal or exceed an 8-hour time-weighted average (TWA) of 85 decibels (Action level).
2. Audiometric testing will be provided at no cost to employees.
3. Audiometric testing will be performed by a licensed or certified audiologist, otolaryngologist, or other physician, or by a technician who is certified by the Council of Accreditation in Occupational Hearing Conservation, or who has satisfactorily demonstrated competence in administering audiometric examinations. A technician who performs audiometric tests must be responsible to an audiologist, otolaryngologist or physician.
4. Baseline Audiogram
    1. A baseline audiogram will be conducted within six months of an employee's first exposure at above the action level in order to establish a valid baseline audiogram against which subsequent audiograms can be compared.
    2. <u>Mobile test van exception</u>. Where mobile test vans are used to meet the audiometric testing obligation, the City of Grinnell will obtain a valid baseline audiogram within one year of an employee's first exposure at or above the action level. Where baseline audiograms are obtained more than six months after the employee's first exposure at or above the action level, employees will wear hearing protectors for any period exceeding six months after first exposure until the baseline audiogram is obtained.
    3. Testing to establish a baseline audiogram will be preceded by at least 14 hours without exposure to workplace noise. Hearing protectors may be used as a substitute for the requirement that baseline audiograms be preceded by 14 hours without exposure to workplace noise.
    4. The program administrator will notify employees of the need to avoid high levels of non-occupational noise exposure during the 14-hour period immediately preceding the audiometric examination.

5. Audiograms will be conducted at least annually after obtaining the baseline audiogram for each employee exposed at or above an eight-hour time-weighted average of 85 decibels.
6. The City of Grinnell will maintain a record of all employees audiometric test records. This record will include:
   1. Name and job classification of the employee.
   2. Date of the audiogram.
   3. The examiner's name.
   4. Date of the last acoustic or exhaustive calibration of the audiometer.
   5. Employee's most recent noise exposure assessment.

Engineering Controls
Whenever possible and feasible, every effort will be made to purchase reduced noise equipment. When practical, equipment may be modified to reduce noise to a level below the 85 db threshold.

Administrative Controls
Table G-16(a) indicates the total time of exposure permitted at each noise level without hearing attenuation. Supervisors must make sure employees are not exposed to noise beyond the permitted total time of the sound level.

Permissible Noise Exposures
29CFR 1910.95 Table G-16(a)

Duration (Hours)		Sound Level Slow Response
16.0		85
13.9		86
12.1		87
10.6		88
9.2		89
8.0		90
7.0		91
6.2		92
5.3		93
4.6		94
4.0		95
3.5		96
3.0		97
2.6		98
2.3		99
2.0		100
1.7		101

Duration (Hours)		Sound Level Slow Response
1.5		102
1.4		103
1.3		104
1.0		105

Hearing Protectors

The City of Grinnell shall ensure that hearing protectors are worn:

1. By any employee who is subjected to sound levels equal to or exceeding an eight-hour TWA of 90 db.
2. By any employee who has experienced a persistent standard threshold shift and who is exposed to eight-hour TWA of 85 db or greater.
3. By any employee who has not had an initial baseline audiogram and who is exposed to eight-hour TWA of 85 db or greater.

Employees will be given the opportunity to select their hearing protectors from a variety of suitable hearing protectors at no cost to them.

Employees will be held accountable for properly using and maintaining the equipment furnished.

Employee Information and Training

Training will include:

a. The effects of noise on hearing
b. The purpose and use of hearing protectors

c. Advantages and disadvantages of various types of hearing protectors
d. Instruction in the selection, fitting, use and care of protectors
e. The purpose of the audiometric testing and an explanation of testing procedures
f. Who to contact for more information

Training should be conducted by a competent person as demonstrated by knowledge and experience. The name of the trainer, qualifications, training materials used, course content and date of training shall be documented.

Record Keeping

Noise exposure records will be retained for two years. Audiometric tests records will be retained for the duration of the affected workers' employment.

Violation of Hearing Conservation Program

Employees who violate the hearing conservation program procedures will be disciplined according to the personnel policy. Employees will also be required to attend retraining on the procedures or policies that were violated.

HAZARDOUS CHEMICALS RIGHT TO KNOW ACT

An Explanation of Right-to-Know Law – State and Federal Versions

The final Hazard Communication Standard was published in the Federal Register on November 25, 1983. Cities were exempted from compliance to the federal legislation. On November 25, 1985, chemical manufacturers, importers, and distributors were required to label shipping containers of hazardous chemicals and to provide Safety Data Sheets (SDS) to customers. On May 25, 1986, employers were to have completed in-house responsibilities relating to training, a Hazardous Communication Program, labeling, warnings and make SDS available to employees. Again, cities are exempt from the federal provisions.

State Law 455D (Administrative Code 110 to 140)

The purpose and scope of Iowa Code Chapter 455D is to provide employers and employees information concerning the hazards of all chemicals used by the City. State Law affects almost all employers in Iowa and went into effect November 1, 1986. Iowa Law is almost identical to federal law, except that it covers all employers including cities. The Right-To-Know Act is based on provision of information, which includes a comprehensive hazards communication program. The program will include container labeling and other forms of warning, SDS and employee training. Additionally, all employees will be given access to Chapter 110 and 120 of the Bureau of Labor's Administrative rules.

Workers Right-To-Know (Division II 455D Iowa Code)

1. Employees of the City have the right-to-know and are informed about hazardous chemicals, which they may be exposed to in the workplace along with potential health hazards and proper handling techniques.

2. Employers must provide training to all employees who come into contact with or could be potentially exposed to hazardous chemicals. Training is to include: 1) methods and observation that may be used to detect the presence of or release of hazardous chemicals; 2) The physical health hazard of chemicals to include effects of chronic or acute exposure; 3) Measure employees can use to protect themselves; 4) Details of the Hazard Communication Program including explanation of labeling system and SDS. In addition, special training must be provided to temporary help or present employees working in a temporary position, which involves contact with hazardous chemicals.

Right-to-Know Rules – Iowa Bureau of Labor

Chapter 110-120 - These two chapters are available to all employees and your individual supervisors as to their location will inform you.

The following is a brief overview of Chapter 110-120

1. The general purpose of the Act is given along with several expectations and definitions, which are similar to previously, provided information. The main objective is information to employees about hazardous chemicals they could come into contact.
2. Chapter 110- Chemical manufacturers shall evaluate chemicals, which they produce or distribute to determine if they are hazardous. Employers are not required to evaluate chemicals. Once a chemical is determined to be hazardous, the manufacturer or distributor shall insure that each container of hazardous chemicals is labeled, tagged or marked with the following information:
    a. Identity of the chemical.
    b. Appropriate warnings.
    c. Name and address of responsible party.

    Employers are not responsible for marking hazardous chemicals. Chemical manufacturers must obtain, develop and supply SDS to the City. The SDS must not have any blanks and must be kept current. These are not the responsibilities of the City.

3. Chapter 120- The City must provide employees with information and training of hazardous chemicals in their workplace prior to initial assignment and whenever a new hazardous chemical is introduced.
4. Training can be presented in any format but must be provided on the City's time. Attendance is required and those unable to attend cannot return to work until training has been completed. However, this provision is only valid after November 1, 1986. Employees will be interviewed and possibly tested on the material presented.

    Employees have the responsibility to identify the hazards before you start a job- read the labels, warnings and SDS. Once read, respect all precautions and don't take chances. If you are in doubt or don't know what the chemical is you have encountered, ask your supervisor prior to continuing. Know in advance what could go wrong and what to do about it. Hazard Communication can only protect you if you read the labels, SDS; know where to find information about the chemicals; follow warnings and instructions; use protective clothing and equipment; learn emergency procedures, and practice sensible, safe work habits.

Hazard Communication Program

This is a comprehensive six-part program to insure and safeguard employees' health by providing a guide for compliance to the state law and OSHA.

The scope of the program is to provide the means for transmission of information to let employees know what hazardous chemicals they might be exposed. This will include a list of all hazardous chemicals; appropriate labels and marking of hazardous chemicals; SDS for all person; and training of employees.

The first part of our six-point program is Chemical Listing. All chemicals used and stored by the City will be inventoried and listed to determine which are hazardous. Also, all chemicals ordered will include within the P.O. a request for a SDS and proper labeling.

The second part is Labeling and Placarding. All containers of hazardous chemicals, regardless of size, will be labeled or signed. The original labels must not be removed unless a different material is substituted. All labels must include the name of the substance in the container, hazard warnings and name and address of the manufacturer or distributors list. The exception to this is the portable container rule: if you fill a portable container from a larger labeled container and use it yourself on your shift it does not have to be labeled.

The third part is Training: All employees will be trained along with volunteers or anyone coming into contact with hazardous chemicals. This training is to take place prior to beginning the job or prior to working with a hazardous chemical for the first time. Contractors must be notified prior to them working around our hazardous chemicals and they must notify us prior to exposing City employees to hazardous chemicals.

Community Right-to-Know

All information on hazardous chemicals will be made available to the public upon request during normal business hours. Copies of information can be obtained at our current copy charge rates.

Emergency Response

The City will submit a list of all hazardous chemicals, which are present in significant amounts to the Grinnell Fire Department by certified letter. This list is to be updated as the materials in use change. Also, the Bureau of Labor must approve this arrangement.

Finally, records must be kept including hazardous chemical lists; the location of SDS and employee training records.

This completes the review of our Hazardous Communication Program.

The rest of employee training will include availability and interpretation of SDS; labeling procedures; physical and health hazard; protective procedures to include detection and observance of hazardous chemicals; protective equipment required and procedures for non-routine tasks. Supervisors because of the many different hazardous chemicals each department could come into contact will provide this training.

EXPOSURE CONTROL PLAN

The Model Exposure Control Plan is intended to serve employers as an example exposure control plan which is required by the Bloodborne Pathogens Standard. A central component of the requirements of the standard is the development of an exposure control plan (ECP).

The intent of this model is to provide small employers with an easy-to-use format for developing a written exposure control plan. Each employer will need to adjust or adapt the model for their specific use.

The information contained in each facilities publication is not considered a substitute for the OSH Act or any provisions of OSHA standards. It provides general guidance on a particular standard- related topic but should not be considered a definitive interpretation for compliance with OSHA requirements. The reader should consult the OSHA standard in its entirety for specific compliance requirements.

POLICY

The City of Grinnell is committed to providing a safe and healthful work environment for our entire staff. In pursuit of this endeavor, the following exposure control plan (ECP) is provided to eliminate or minimize occupational exposure to bloodborne pathogens in accordance with OSHA standard 29 CFR 1910.1030, "Occupational Exposure to Bloodborne Pathogens."

The ECP is a key document to assist our firm in implementing and ensuring compliance with the standard, thereby protecting our employees. This ECP includes:

* Determination of employee exposure
* Implementation of various methods of exposure control, including:
    - Universal precautions
    - Engineering and work practice controls
    - Personal protective equipment
    - Housekeeping
* Hepatitis B vaccination
* Post-exposure evaluation and follow-up
* Communication of hazards to employees and training
* Recordkeeping
* Procedures for evaluating circumstances surrounding an exposure incident

Cardiopulmonary Resuscitation (CPR) & Automated External Defibrillator (AED)

All employees are required to be trained in CPR and AED every two years. Not all employees are required to be certified by the American Heart Association or the American Red Cross unless their job description requires them to be. Employees participating in auditing classes, non-certification classes, will not incur an expense to take the training.

Automated External Defibrillators are located at the Drake Community Library and the Grinnell Mutual Family Aquatic Center. When the aquatic center is closed the machine is located at the Grinnell Athletic & Recreation Center with the Parks and Recreation Department.

First Aid Supplies

First Aid supplies such as gauze, Band-Aids, breathing barriers, gloves should be available to all employees and the public inside a city owned or leased property. The supply of these materials should be checked often and restocked as necessary.

Excavations

The person designated as the competent person on an excavation site shall have the authority to stop all work to correct or eliminate dangerous conditions.

The competent person shall be responsible for the following:

1. inspection of excavation site prior to digging
2. call **One Call**
3. conducting appropriate soils tests (*See soils analysis checklist form-page 7),*
4. inspecting equipment
5. determining appropriate protection plans
6. installation of shoring or trench boxes
7. monitoring water removal if necessary
8. testing for hazardous atmospheres if necessary
9. daily inspections or inspections after changing conditions (*See daily trenching log-page 9)*
10. compliance by employees with safety rules
11. maintaining documentation of inspections and tests

Employee Information and Training
In addition to employees with competent person training, any employee working at an excavation site or those who supervise employees working at an excavation site shall receive training as required by Section 1926.650. Training will include:

g. an overview of Section 1926.651- (*See Appendix A- page 14)*
h. role of competent person at excavation site
i. the details of this program
j. measures employees must use to protect themselves from hazards
k. overview of protective systems available to employees and correct installation
l. who to contact for more information

Training will be conducted by a competent person as demonstrated by knowledge and experience. The name of the trainer, qualifications, training materials used, course content and date of training shall be documented. **Every employee shall be trained prior to working at an excavation site and retrained annually.**

Protective Systems
The person that is designated as the competent person for an excavation site shall determine the appropriate protective system for that excavation site. In addition to sloping, other protective systems available for use are listed in the protective system form.

For all excavations 20 feet or deeper, a registered engineer shall design the protective system.

Violation of Excavation Safety Program
Employees who violate the excavation safety procedures will be disciplined according to the personnel policy. Employees will also be required to attend retraining on the procedures or policies that were violated.

Permit Required Confined Spaces Entry Program

Confined spaces evaluations and inventory
A competent person shall inspect and inventory all work locations to determine if confined spaces as defined by Section 1910. 146 exist. A copy of the inventory shall be attached to the written procedures and updated as needed.

Definitions

- "Confined space" means a space that:
  (1) is large enough and so configured that an employee can bodily enter and perform assigned work; and
  (2) has limited or restricted means for entry or exit (for example, tanks, vessels, silos, storage bins, hoppers, vaults, and pits); and
  (3) is not designed for continuous employee occupancy.

- "Permit-required confined space (permit space)" means a confined space that has one or more of the following characteristics:
  (1) contains or has a potential to contain a hazardous atmosphere.
  (2) contains a material that has the potential for engulfing an entrant.
  (3) has an internal configuration such that an entrant could be trapped or asphyxiated by inwardly converging walls or by a floor which slopes downward and tapers to a smaller cross-section; or
  (4) contains any other recognized serious safety or health hazard.

- "Attendant" means an individual stationed outside one or more permit spaces who monitors the authorized entrants and who performs all attendant's duties assigned in the employer's permit space program.

- "Authorized entrant" means an employee who is authorized by the employer to enter a permit space.

- "Entry" means the action by which a person passes through an opening into a permit-required confined space. Entry includes ensuing work activities in that space and is considered to have occurred as soon as any part of the entrant's body breaks the plane of an opening into the space.

- "Entry permit (permit)" means the written or printed document that is provided by the employer to allow and control entry into a permit space and that contains the information required by this section.

- "Entry supervisor" means the person (such as the employer, foreman, or crew chief) responsible for determining if acceptable entry conditions are present at a permit space where entry is planned, for authorizing entry and overseeing entry operations, and for terminating entry as required by this section.

NOTE: An entry supervisor also may serve as an attendant or as an authorized entrant, as long as that person is trained and equipped as required by this section for each role he or she fills. Also, the duties of entry supervisor may be passed from one individual to another during the course of an entry operation.

- "Hazardous atmosphere" means an atmosphere that may expose employees to the risk of death, incapacitation or impairment of ability to self-rescue.

- Other definitions can be found in the attached copy of the Section 1910.146 standard.

Lockout/tagout procedures
If the hazard evaluation determines that lockout or tagout procedures are required to safely perform a task in a permit required space; employees shall refer to the *entity's* lockout /tagout policy for proper procedures.

Hazardous communications
If hazardous substances are present in the confined space during entry (i.e., cleaning chemicals), a copy of the MSDS for the substances must be available at the entry site.

Employee Information and Training
Any employee authorized or affected by entry into a permit required confined space shall receive training as required by Section 1910.146(c) (7). Training will include:

m. an overview of Section 1910.146, *See Appendix A, page 10,*
n. the details of this program,
o. general hazards associated with confined spaces in the workplace,
p. the selection and use of proper personal protective equipment,
q. explanation of permit system,
r. duties of entrants and attendants, s. recognizing hazards,
t. proper use and care of atmospheric testing equipment including field calibration,
u. emergency response procedures, and
v. use of emergency rescue equipment.

A competent person as demonstrated by knowledge and experience shall conduct the training. The name of the trainer, qualifications, training materials used, course content and date of training must be documented.

Emergency response team
Before a permit required confined space entry, the emergency rescue team must be notified.

The rescue team shall practice making permit space rescues at least once every 12 months, by means of simulated rescue operations in which they remove dummies, manikins or actual persons from the actual permit spaces or from representative permit spaces. Representative permit spaces shall, with respect to opening size, configuration and accessibility, simulate the types of permit spaces from which rescue is to be performed.

Violation of permit required confined spaces program

Employees who violate the permit required confined spaces procedures will be disciplined according to the personnel policy. Employees will also be required to attend retraining on the procedures or policies that were violated.

PORTABLE FIRE SUPRESSION

General Requirements

A. The City shall provide fire extinguishers and shall mount, locate and identify them so that they are readily accessible to employees without subjecting the employees to possible injury.

B. Only fire extinguishers which have been listed or approved by a nationally recognized testing laboratory shall be used to meet the requirements of this policy. EXAMPLE: Underwriter's Laboratories "UL Listed".

C. Portable fire extinguishers using carbon tetrachloride or chlorobromomethane extinguishing agents shall not be used.

D. To assure that portable fire extinguishers are maintained in a fully charged and operable condition and kept in their designated places at all times (except during use), the following shall be adhered to:

1. An inspection of each portable fire extinguisher shall be made monthly by each department supervisor or their designated person. All fire extinguishers located within the respective departments shall be inspected.

2. An inspection sheet shall be filled out completely by the supervisor or their designated person.

   The following information shall be noted on the inspection sheet:

   a. Location of extinguisher
   b. Type of extinguisher: A, B, C
   c. Serial number of extinguisher
   d. Date (year) stamped on extinguisher
   e. Time and date inspected
   f. Fully charged
   g. External visual examination
   h. Comments on the unit
   i. Signature of inspector

   After completion, a copy shall be sent to the City Clerk to be kept on file.

Selection and Distribution

A. Portable fire extinguishers shall be provided for employee use and selected and distributed based on classes of anticipated workplace fires and on the size and degree of hazard which would affect their use.

B. Portable fire extinguishers for use by employees on Class A fires shall be located so that the travel distance for employees to any extinguisher is seventy-five feet (75') or less.

C. Portable fire extinguishers for use by employees on Class B fires shall be located so that the travel distance from the Class B hazard area to any extinguisher is fifty feet (50') or less.

D. Portable fire extinguishers for use by employees on Class C fires shall be located so that the travel distance from the Class C hazard area to any extinguisher is fifty feet (50') or less.

Inspection, Maintenance and Testing

A. The City shall be responsible for the inspection, maintenance, and testing of all portable fire extinguishers in the workplace.

B. The City of Grinnell's Fire Department shall perform an annual maintenance check on all City owned portable fire extinguishers.

1. Stored pressure extinguishers do not require an internal examination.

2. The Fire Department shall record the annual maintenance date and retain this record for one year after the last entry or the life of the shell, whichever is less. The City Clerk shall receive a copy of the annual maintenance check and keep on file.

C. Stored pressure dry chemical extinguishers that require a 12-year hydrostatic test shall be emptied and subjected to applicable maintenance procedures every six (6) years. THIS WILL BE PERFORMED BY THE CITY OF GRINNELL FIRE DEPARTMENT.

1. Maintenance procedures shall include a thorough examination of the three basic elements of an extinguisher:

   a. Mechanical parts
   b. Extinguishing agent
   c. Expelling means

2. Dry chemical extinguishers having non-refillable dispensable containers are exempt from this requirement.

D. Extinguishers out of service for maintenance or re-charge shall be replaced by spare extinguishers of the same type and at least equal rating.

E. Hydrostatic testing. In lieu of hydrostatically testing of portable fire extinguishers, they shall be taken out of service, disposed of, and replaced with a new extinguisher of the same type and at least equal rating.

1. The same applies to the following conditions:

   a. When the cylinder or shell threads are damaged.
   b. When there is corrosion that has caused pitting, including corrosion under removable name plate assemblies.
   c. When the fire extinguisher has been burned in a fire.

Training and Education

The City of Grinnell Fire Department shall provide training and education in the uses of fire extinguishers, as well, as hazards involved with incipient stage firefighting.

When selecting the appropriate type of fire extinguisher, it is important to think about extinguishing agents. Each class of fire is best fought by a specific extinguishing agent. **You will find a color-coded box on your fire extinguisher identifying which classes of fire it can be used for, and the type of fire extinguishing agent it contains.**

The following is a list of commonly used fire extinguishing systems and their corresponding classes of fire. The classes are indicated in parentheses such as (A, B, C):

Multi-Purpose Dry Chemical (A, B, C)
A dry chemical agent called mono ammonium phosphate. The chemical is non-conductive and can be mildly corrosive if moisture is present. In order to avoid corrosion, it is necessary to scrub and thoroughly cleanup the contacted area once the fire is out. A dry chemical fire extinguisher is usually used in schools, general offices, hospitals, homes, etc.

Regular Dry Chemical (B, C)
A dry chemical agent called sodium bicarbonate. It is non-toxic, non-conductive and non-corrosive. It is easy to cleanup, requiring only vacuuming, sweeping or flushing with water. Extinguishers with sodium bicarbonate are usually used in residential kitchens, laboratories, garages, etc.

Carbon Dioxide (B, C)
Carbon dioxide removes oxygen to stop a fire but has limited range. It is environmentally friendly and leaves no residue, so cleanup is unnecessary. Extinguishers with carbon dioxide are usually used in contamination-sensitive places such as computer rooms, labs, food storage areas, processing plants, etc.

Halotron (A, B, C)
A vaporizing liquid that is ozone friendly and leaves no residue. Because it requires no cleanup, fire extinguishers with halotron are ideal for computer rooms, telecommunication areas, theaters, etc.

Foam (A, B)
Foam floats on flammable liquids to tame the fire and helps prevent re-flashes. To clean up the affected area, it must be washed away and left to evaporate. Fire extinguishers with foam are usually used in garages, homes, vehicles, workshops, etc.

Purple K Dry Chemical (B, C)
A dry chemical called potassium bicarbonate. It is non-conductive and non-corrosive. Clean up requires vacuuming, sweeping or flushing with water. Extinguishers with potassium bicarbonate are usually used in military facilities, oil companies, vehicles, etc.

Water (A)
The most common agent is water; however, it cannot be used for class B or C fires because it is conductive. Water-based fire extinguishers are usually used in stockrooms, schools, offices, etc.

Fuel Source	Class of Fire	Type of Extinguisher (Extinguishing Agent)
Ordinary combustibles **(e.g. trash, wood, paper, cloth)**	**A**	**Water; chemical foam; dry chemical***
Flammable liquids **(e.g. oils, grease, tar, gasoline, paints, thinners)**	**B**	**Carbon dioxide (CO2); halon**; dry chemical; aqueous film forming foam (AFFF)**
Electricity **(e.g. live electrical equipment)**	**C**	**CO2; halon; dry chemical**
Combustible metals **(e.g. magnesium, titanium)**	**D**	**Dry powder (suitable for the specific combustible metal involved)**

* Dry chemicals, CO2 and halon can be used on Class A fires but may not be effective on their own. They need to be supplemented with water.

** Halon extinguishers are no longer made but some may still be in use. Dangerous gases are formed when halon is used to put out fires. Wear proper respiratory equipment, particularly in enclosed spaces. After use, do not allow anyone to enter the area until it has been well ventilated.

Inspect fire extinguishers **at least once a month (more often in severe environments).**
Fire extinguisher maintenance **is important for everyone's safety.**

You must ensure that:

- The extinguisher is not blocked by equipment, coats or other objects that could interfere with access in an emergency.
- The pressure is at the recommended level. On extinguishers equipped with a gauge, the needle should be in the green zone - not too high and not too low.
- The nozzle or other parts are not hindered in any way.
- The pin and tamper seal (if it has one) are intact.
- There are no dents, leaks, rust, chemical deposits and/or other signs of abuse/wear. Wipe off any corrosive chemicals, oil, gunk etc. that may have deposited on the extinguisher.

Some manufacturers recommend shaking your dry chemical extinguishers once a month to prevent the powder from settling/packing.

Fire extinguishers should be pressure tested (a process called hydrostatic testing) after a number of years to ensure that the cylinder is safe to use. Consult your owner's manual, extinguisher label or the manufacturer to see when yours may need such testing.

If the extinguisher is damaged or needs recharging, replace it immediately!

IMPORTANT: Recharge all extinguishers immediately after use regardless of how much they were used.

What is the difference between a fire extinguisher inspection and fire extinguisher maintenance?

INSPECTION
An inspection is a "quick check" to give reasonable assurance that a fire extinguisher is available, fully charged and operable. The value of an inspection lies in the frequency, regularity, and thoroughness with which it is conducted. The frequency will vary from hourly to monthly, based on the needs of the situation. Inspections should always be conducted when extinguishers are initially placed in service and thereafter at approximately 30-day intervals.

MAINTENANCE
Fire extinguishers should be maintained at regular intervals (at least once a year), or when specifically indicated by an inspection. Maintenance is a "thorough check" of the extinguisher. It is intended to give maximum assurance that an extinguisher will operate effectively and safely. It includes a thorough examination and any necessary repair, recharging or replacement. It will normally reveal the need for hydrostatic testing of an extinguisher.

Read more about the importance of fire extinguisher maintenance and what can occur in the case of non-maintenance.

Emergency Action Plan

Each city owned or leased property should have an Emergency Action plan. Each facility should practice their plans annually. Signage should be posted to designate shelter areas that are clear and visible to the public. All Emergency Exits should have illuminated signage that is checked monthly. Emergency Action Plans should include but are not limited to Fire Escapes, Tornado shelter areas and severe weather.

Slips Trips and Falls

The National Safety Council provides the following definitions:
Slips – where there is too little friction or traction between the footwear and the walking surface that cause sudden imbalance
Trips – when your foot collides (strikes, hits) an object causing you to lose your balance and or eventually fall.

We discuss and provide information to employees to protect you from work-related injury, some of this information can also be used to prevent slip, trip and fall incidents involving the public visiting your buildings and facilities.

There are eight components to look at to prevent slips, trips and falls. The Slips, Trips & Fall Handbook from the IMWCA provides the detailed information on the following topics.

1. Weather Related Strategies
2. Vehicles and Equipment
3. Shop Safety
4. Stairs
5. Carpet, Cords and More
6. Elevated Work
7. Wet Floors
8. Health

LOCKOUT, TAGOUT AND TRYOUT PROCEDURE

POLICY STATEMENT

Everyone who works on or near equipment that is powered by an energizing source such as electricity, hydraulics, air, steam or gas shall lockout, tagout and tryout the equipment prior to performing any work.

SCOPE

A. This policy applies to all employees. The following are minimum requirements only and ARE NOT TO BE CONSTRUED AS ALL-ENCOMPASSING.

B. Lockouts are required when:

1. The energizing of a piece of equipment exposes an employee to a hazard when they are working on or near that piece of equipment.

2. The operation of a piece of equipment may cause damage to that equipment.

3. It is necessary to prevent the unauthorized use of equipment.

GENERAL INFORMATION

A. Definitions:

1. Lockout device - a device that utilizes a positive means such as a lock, to hold an energy isolating device in the safe position and prevent the energizing of equipment.

2. Lockout - the placement of a lockout device on an energy isolating device, ensuring that the energy isolating device and the equipment being controlled cannot be operated until the lockout device is removed. Lockout devices will always be used with tagout devices.

    a. Electrical lockout shall mean disconnecting the conductors of a circuit from the "source" of electric current by pulling a disconnect switch and attaching a lock and tag.

    b. Equipment powered by hydraulics, air, gas, or steam shall be locked and tagged in the following manner:
        1. Close the supply valve, chain and lock.
        2. Bleed the line or lines and disconnect or blank.

3. Tagout device - a prominent warning device, such as a tag and the means of attachment, which can be securely fastened to an energy isolating device to indicate that the energy isolating device and equipment being controlled may not be operated until the tagout device is removed.

4. Tagout - the placement of a tagout device on an energy isolating device, to indicate that the energy isolating device and the equipment being controlled may not be operated until the tagout device is removed. Tagout devices will always be used with lockout devices.

a. A “RED" faced DANGER tag shall be used when locking out and/or tagging systems energized by electricity, hydraulics, air, steam, combustible and/ or explosive gas lines; AND CORRECTLY FILLED OUT.

b. All DANGER tags shall contain the following information when correctly filled out:

1. Tag attached by (name and dept.)
2. Reason tag is attached
3. Signed by department supt.
4. Date and time off (locked out/tagged out)
5. Date and time on (equipment put back into service)

5. Individual lock - is a lock issued to an employee for his own use and personal protection. The lock shall be issued to the employee with one key. Each department supervisor shall retain a duplicate key to each of their employee's locks. This key may be used only in accordance to Section C, item number 2, of the Lockout, tagout, and tryout procedure.

6. Departmental lock - is a lock placed by a supervisor to protect his crew or equipment. The department shall retain all keys.

7. Lockout locks - the Master 3LF series lock shall be used as the standard safety lock for the City of Grinnell.

   a. Each employee, who, during the course of his/her work has cause to lock out equipment shall be issued by his/her supervisor a. lock.

   b. Supervisors shall control lock issuance, maintain records and assure each lock can be identified with receiving employee (stamp employee's name on the lock, also by lock number).

8. Gang-lock mechanism - in situations where more than one individual is involved, a gang-lock mechanism may be used so that all individuals can attach their safety locks.

LOCKOUT TAGOUT AND TRYOUT PROCEDURE

A. Locking out Any equipment:

1. Before starting work on any piece of equipment requiring a lockout, an employee must first obtain permission from the department supervisor responsible for the equipment. Also, if proper locking sequence is in question, check with the department supervisor responsible for the equipment.

2. Equipment must be shut off at the appropriate energy source and any lines bled if necessary. This will ensure that the proper equipment is de-energized and locked out.

3. The lockout shall be made at the energy source (disconnect switch), by the employees performing the work. Switches or breakers on control panels or substations will be thrown or pulled by department personnel and locked out and tagged by the employees performing the work.

4. Each person who works on a "Locked Out" piece of equipment shall place his lock and tag on the equipment. When this is not feasible due to large numbers of people working on the

equipment, the supervisor of that department shall be responsible for locking out and tagging the piece of equipment, with a department lock and tag.

   a. When department locks are used, they shall be identified with the department name and identification number. The City office shall maintain records as to which department supervisor a lock has been issued.

5. When more than one department is working on equipment, each department shall lock and tag out the system. <u>No department or individual shall work under another departments lock and tag.</u>

6. When there is doubt as to the location of the proper disconnect switch, the department supervisor shall be contacted to see that the proper disconnect switches are opened to de-energize the system or equipment. Personnel other than supervisors are only allowed to pull <u>enclosed</u> switches.

B. Tryout Procedure:

1. The department or individuals performing the work shall after <u>locking out and tagging out</u> the switch or switches attempt to operate the equipment before beginning work on the equipment.

2. The person trying out the equipment shall always push the stop buttons after testing.

3. If the equipment <u>DOES</u> energize, push the stop button and immediately contact your supervisor.

C. Removal of locks and tags:

1. Each person shall personally remove his/her own lock and tag. It shall be a safety violation to remove another person's lock and/or tag.

2. When an employee has left his lock and tag on for an unknown reason and it has to be removed, the following shall be adhered to:

   a. If the person is working, they shall remove the lock and tag.

   b. If the employee has left work, every effort shall be made to contact him, to determine the reason for leaving the lock and tag.

   c. If the employee cannot be located either at work or at home, their department supervisor along with another department employee, must check out the equipment and make sure it is safe to remove the lock and tag. The safety lock and tag can then be removed. Before the employee resumes work the supervisor must present the employee with his/her personal lock and tag, which has been removed.

3. If work extends into subsequent shifts and individual locks and tags are being used, the original shift shall remove their own locks and tags at the end of their shift. The persons involved on all subsequent shifts shall lockout, tagout and tryout again in accordance with the procedure.

PROCEDURE FOR EQUIPMENT THAT CANNOT BE "PHYSICALLY" LOCKED OUT

Due to the age and design of some equipment within the City, it is not possible to "physically" lockout some equipment. Every effort should be made to secure a device to the system so that it can be physically locked out. For switches and valves where lockout provisions are not provided, department supervisors shall be notified in writing so that inadequacies can be corrected.

A. Electrical equipment:

1. Breakers or fuses shall be placed in "open" position, pulled from the cell where necessary and then tagged by the department or individual performing the work.

2. Knife switches on an open switch shall be pulled and tagged and access to it restricted by a barrier or enclosure.

3. Danger tags shall be placed on all open breakers and other strategic locations by the department or individuals involved, notifying all people in the area that the equipment is being repaired.

B. Other energized equipment:

The following are other types of safeguards that shall be taken when it is <u>impossible</u> to physically lock out the equipment:

1. Blanks in lines.

2. "Break lines and drop section out on all sides of work being performed.

3. Physically disconnect and tag the energy supply to the equipment to be repaired.

LOCKOUT PROCEDURE FOR CONTRACTORS

A. When it is necessary for contractors to lockout and tag equipment, the following procedure will be followed:

1. Whenever outside servicing personnel are to be engaged in activities covered by the scope and application of this standard, the City and the outside employer shall inform each other of their respective lockout/ tagout procedures.

2. The City shall ensure that its personnel understand and comply with restrictions and prohibitions of the outside employer's energy control procedures.

B. There will be no exceptions to this rule.

TESTING OR POSITIONING OF EQUIPMENT

A. In situations in which lockout and tagout devices must "be temporarily removed from the energy isolating device and the equipment energized to test or position the equipment", the following shall be required:

1. The work area shall be inspected to ensure that non-essential items have been removed and to ensure that equipment components are operationally intact.

2. The work area shall be checked to ensure that all employees have been safely positioned or removed.

3. Each lockout and tagout device shall be removed from each energy isolating device by the employee who applied the device.

4. Energize and proceed with testing or positioning.

5. De-energize all systems and follow the lockout, tag out and tryout procedures before continuing the servicing and/or maintenance.

EQUIPMENT LOCKOUT/TAGOUT RELEASE PROCEDURE

A. Before lockout and tagout devices are removed and energy is restored to the equipment, procedures shall be followed, and actions taken by the authorized employee(s) to ensure the following:

   1. Equipment. The work area shall be inspected to ensure that nonessential items have been removed and to ensure that equipment components are operationally intact.

   2. Employees. The work area shall be checked to ensure that all employees have been safely positioned or removed.

      a. Before lockout and tagout devices are removed and before equipment is energized, affected employees shall be notified that the lockout and tagout devices have been removed.

   3. Lockout and tagout devices removal. Each lockout and tagout device shall be removed from each energy isolating device by the employee who applied the device

POWERED INDUSTRIAL LIFT TRUCKS

Policy Statement

Everyone that uses or is near a lift truck shall adhere to the requirements of this policy.

Scope

A. The requirements of this policy apply to the training, use, and maintenance of lift trucks.

B. This policy is not to be construed as all-encompassing.

General Requirements

A. The user shall see that all nameplates and markings are in place and are maintained in a legible condition.

B. Modification and additions which affect capacity and safe operation shall not be performed by the user without the manufacturer's written approval.

Dockboards

A. Dockboards shall be strong enough to carry the load imposed on them.

B. Portable dockboards shall be secured in position, either by being anchored or equipped with devices which will prevent their slipping.

C. Handholds, or other effective means, shall be provided on portable dockboards to permit safe handling.

D. Positive protection shall be provided to prevent trailers from being moved while dockboards are in position.

Trucks

A. The brakes of highway trucks shall be set and wheel chocks placed under the rear wheels to prevent the trucks from rolling while they are boarded with powered industrial trucks.

B. Rear wheels of trailers shall always be chocked when being boarded with powered industrial trucks when the trailer is not coupled to a tractor.

C. Fixed jacks may be necessary to support a semitrailer and prevent upending during the loading or unloading when the trailer is not coupled to a tractor.

Operator Training

A. Only trained and authorized operators shall be permitted to operate a powered industrial truck.

Truck Operations

A. Trucks shall not be driven up to anyone standing in front of a bench or other fixed object.

B. No person shall be allowed to stand or pass under the elevated portion of any truck, whether loaded of empty.

C. Unauthorized personnel shall not be permitted to ride on powered industrial trucks.

D. The operator shall not place arms or legs between the uprights of the mast or outside of the running lines of the truck.

E. When a powered industrial truck is left unattended, load engaging means shall be fully lowered, controls shall be neutralized, power shall be shut off, and brakes set. Wheels shall be blocked if the truck is parked on an incline.

   a. A powered industrial truck is unattended when the operator is 25 feet or more away from the vehicle which remains in their view, or whenever the operator leaves the vehicle, and it is not in view.

   b. When the operator of an industrial truck is dismounted and within 25 feet of the truck still in their view, the load engaging means shall be fully lowered, controls neutralized, and the brakes set to prevent movement.

F. A safe distance shall be maintained from the edge of ramps or platforms while on any elevated dock or platform. Trucks shall not be used for opening of closing freight doors.

G. Brakes shall be set, and wheel blocks shall be in place to prevent movement of trucks or trailers. Fixed jacks may be necessary to support a semitrailer during loading or unloading when the trailer is not coupled to a tractor. The flooring of trucks and trailers shall be checked for breaks and weakness before they are driven onto.

H. There shall be sufficient headroom under overhead installations, lights, pipes, sprinkler systems, etc.

I. An overhead guard shall be used as protection against falling objects. It should be noted that an overhead guard is intended to offer protection from the impact of small packages, boxes, bagged material, etc. representative of the job application, but not to withstand the impact of a falling capacity load.

J. A load backrest extension shall be used whenever necessary to minimize the possibility of the load or part of it from falling rearward.

Traveling

A. The driver shall be required to slow down and sound the horn at cross aisles and other locations where vision is obstructed. If the load being carried obstructs forward view, the driver shall be required to travel with the load trailing.

B. The driver shall be required to look in the direction of and keep a clear view of the path of travel.

C. Grades shall be ascended or descended slowly.

   a. When ascending or descending grades in excess of 10 percent, loaded trucks shall be driven with the load upgrade.

b. On all grades the load and load engaging means shall be tilted back if applicable and raised only as far as necessary to clear the road surface.

D. Under all travel conditions the truck shall be operated at a speed that will permit it to be brought to a stop in a safe manner.

E. Stunt driving and horseplay shall not be permitted.

F. The driver shall be required to slow down for wet and slippery floors.

G. Dockboards shall be properly secured before they are driven over. Dockboards shall be driven over carefully and slowly, and their rated capacity never exceeded.

H. Running over loose objects on the roadway surface shall be avoided.

I. While negotiating turns, speed shall be reduced to a safe level by means of turning the hand steering wheel in a smooth, sweeping motion. Except when maneuvering at a very low speed the hand steering wheel shall be turned at a moderate, even rate.

Loading

A. Only stable or safely arranged loads shall be handled. Caution shall be exercised when handling off-center loads which cannot be centered.

B. Only loads within the rated capacity of the truck shall be handled.

C. A load engaging means shall be placed under the load as far as possible; the mast shall be carefully tilted backward to stabilize the load.

D. Extreme care shall be used when tilting the load forward or backward, particularly when high tiering. Tilting forward with load engaging means elevated shall be prohibited except to pick up a load. An elevated load shall not be tilted forward except when the load is in a deposit position over a rack or stack. When stacking or tiering, only enough backward tilt to stabilize the load shall be used.

Operation of the Truck

A. If at any time a powered industrial truck is found to be in need of repair, defective, or in any way unsafe, the truck shall be taken out of service until it has been restored to safe operating condition.

B. No truck shall be operated with a leak in the fuel system until the leak has been corrected.

Maintenance of Industrial Trucks

A. Any power operated industrial truck not in safe operating condition shall be removed from service. All repairs shall be made by authorized personnel.

B. Trucks in need of repairs to the electrical system shall have the battery disconnected prior to such repairs.

C. All parts of any such industrial truck requiring replacement shall be replaced only by parts equivalent as to safety with those used in the original design.

D. Industrial trucks shall not be altered so that the relative positions of various parts are different from what they were when originally received from the manufacturer, nor shall they be altered either by the addition of extra parts not provided by the manufacturer of by the elimination of any parts. Additional counterweighing of the fork trucks shall not be done unless approved by the truck manufacturer.

E. Industrial trucks shall be examined before being placed in service and shall not be placed in service if the examination shows any condition adversely affecting the safety of the vehicle. Such examination shall be made at least daily.

F. When the temperature of any part of the truck is found to be in excess of its normal operating temperature, thus creating a hazardous condition, the vehicle shall be removed from service and not returned to service until the cause for such overheating has been eliminated.

G. Industrial trucks shall be kept in a clean condition, free of lint, excess oil, and grease.

Proper Fuel Procedure

A. Smoking is prohibited in refueling areas.

B. LP Cylinder Changing Procedure

1. Shut off valve on cylinder.
2. Let engine idle until it stops.
3. Shut off ignition switch.
4. Disconnect coupling.
5. Open hold-down straps, put empty tank in proper storage area, fastened securely to prevent falling over.
6. Place full cylinder in mounting saddle, be sure to engage locating pin.
7. Connect coupling.
8. Open valve on cylinder slowly.
9. Fasten hold-down straps.
10. Choke engine and start.

Hand and Power Tool Safety

Hand and Power Tool Safety is regulated by OSHA's 29 CFP 1926 Subpart I and 29 CFR 1910 Subpart P.

Types of power Tools based on their power source:

- Electric
- Pneumatic
- Liquid Fuel
- Hydraulic
- Powder-actuated

All Safety switches and guards must remain on at all times.

It is suggested that a tool checklist be near all tools and the tool should be inspected prior to each use PPEs are required to be worn at all times.

LADDER SAFETY

Falls from portable ladders (step, straight, combination and extension) are one of the leading causes of occupational fatalities and injuries.

Read and follow all labels/markings on the ladder.

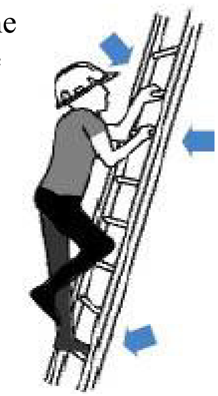
Avoid electrical hazards! – Look for overhead power lines before handling a ladder. Avoid using a metal ladder near power lines or exposed energized electrical equipment.

Always inspect the ladder prior to using it. If the ladder is damaged, it must be removed from service and tagged until repaired or discarded.

Do not use a self-supporting ladder (e.g., step ladder) as a single ladder or in a partially closed position.

Do not use the top step/rung of a ladder as a step/rung unless it was designed for that purpose. Portable Ladder Safety Tips TM

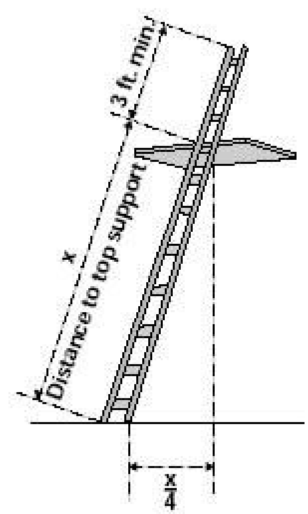
Always maintain a 3-point (two hands and a foot, or two feet and a hand) contact on the ladder when climbing. Keep your body near the middle of the step and always face the ladder while climbing (see diagram).



Only use ladders and appropriate accessories (ladder levelers, jacks or hooks) for their designed purposes.

Ladders must be free of any slippery material on the rungs, steps or feet.

Use a ladder only on a stable and level surface, unless it has been secured (top or bottom) to prevent displacement.



Do not place a ladder on boxes, barrels or other unstable bases to obtain additional height.

Do not move or shift a ladder while a person or equipment is on the ladder.

An extension or straight ladder used to access an elevated surface must extend at least 3 feet above the point of support (see diagram). Do not stand on the three top rungs of a straight, single or extension ladder.

The proper angle for setting up a ladder is to place its base a quarter of the working length of the ladder from the wall or other vertical surface (see diagram).

A ladder placed in any location where it can be displaced by other work activities must be secured to prevent displacement, or a barricade must be erected to keep traffic away from the ladder.

Be sure that all locks on an extension ladder are properly engaged.

Do not exceed the maximum load rating of a ladder. Be aware of the ladder's load rating and of the weight it is supporting, including the weight of any tools or equipment.

For more complete information:

OSHA® Occupational Safety and Health Administration

U.S. Department of Labor

http://www.osha.gov/index.html (800) 321-OSHA

OSHA 3267-09N-05

Welding, Cutting and Brazing

Fire prevention techniques must be used during welding, cutting and brazing. Proper handling, transportation, use and storage of compressed gas cylinders is important.

Proper operating procedures need to be followed to ensure a safe means of welding and cutting. You must comply with OSHA 29CFR Part 1910 Subpart Q.

You must perform all welding in a designated area where all flammable material and rags have been removed and the area is well ventilated. A proper fire extinguisher must be present along with someone designated to operate it in case of an incident.

All cylinders must be stored in a well-protected, ventilated area 20 feet away from all flammable material.

Before lighting the torch purge the Acelytene and oxygen lines. Always light the acelytene first then open the oxygen. Safety devices important to prevent fires and/or explosion: Pressure Relief Valves, Backflow Preventers, Fuel Gas Hose – red (sometimes black), Oxygen Hose – green, Hose protection & Pressure-reducing regulators.

During Arc welding and cutting make sure that the machine is well grounded, all electrode connections must be cleaned and firmly attached. Do not use flammable gas cylinder or tanks as ground and make sure the area is dry and free of other hazards.

OSHA has divided health hazards for welding into two categories: Chemical and Physical.

PPEs that should be worn when welding include hard hat, safety shield, safety gloves, safety glasses, safety shoes safety sleeves and apron and chaps.

CHAIN SAW USE AND SAFETY PROCEDURES

POLICY STATEMENT:

Everyone that uses or is near a chain saw shall adhere to the requirements of this policy.

SCOPE:

A. This policy applies to all employees. It shall be the responsibility of the employee to follow these requirements, for the care and use of all chain saws, in order to insure safety under normal conditions of usage. This policy is not to be construed as all encompassing.

INTRODUCTION

REACTION FORCES:

In the operation of a chain saw, engine torque is transferred to the chain. The energy is then used to cut wood. But to every force (action) there is always a reaction force in the opposite direction. Thus, if the chain contacts wood or any other obstruction where the chain is moving away form the operator, the operator will feel the saw being pushed toward him. And, when the work contact is made on the underside of the bar where the chain is moving toward the operator, the person will feel the saw being pulled away from him.

KICKBACK:

Is another reaction, the MOST dangerous of these reactive forces. It occurs only when solid contact with the moving chain is made at the upper quadrant of the bar nose. A violent kickback will occur any time the chain hits a solid object (or takes too large a cut) while rounding this top quadrant of the bar nose. For the instant that the chain is stopped cold, the engine drives the guide bar to rotate inside the chain loop. This results in a pin wheeling rotation of the chain, the saw, and the bar during which the bar nose kicks back in an arc towards the operator. This is kickback the most dangerous of the reactions which can cause loss of control.

HOW TO MAINTAIN CONTROL:

A. You must keep the front handlebar diameter in the webbing between the thumb and index finger of your left hand. This grip helps maintain control of the saw and limits the possibility that your hand will come in contact with the chain.

D. Hold the front handlebar close to the balance point of the saw (or where you can best oppose and absorb the push, pull and kickback forces of the saw without having it twist out of your grip.)

C. Get a good grip on the rear handle.

D. Maintain your balance on both feet, and do not reach above chest height with the saw engine or reach so far forward that you could be drawn off balance by the saw's reactions.

E. Stand a bit to one side so that no point of your body is behind the chain line (in the line the will take if it kicks back).

HOW TO REDUCE THE CHANCE OF KICKBACK:

A. Avoid letting the nose section of the saw contact any object.

B. Avoid use of the nose section of the saw for cutting. Cut well back of the straight section of the bar.

C. Be sure to keep your chain sharp and properly tensioned on the saw, because a loose or dull chain is apt to increase the chance of kickback.

D. Use extreme caution when cutting brush, hedges and other "whippy" material. Cut only one piece at a time and make sure that the nose of the saw stays in the clear.

E. Never bore with the nose section of the saw.

PROTECTION FROM VIBRATION:

These are measures that can be taken by the operator to possibly reduce the effects of vibration:

A. Keep your body warm in cold weather. When operating the saw wear gloves to keep the hands and wrists warm.

B. Refrain from smoking.

C. After each period of operation, exercises to increase blood circulation.

D. Take frequent work breaks. Limit the amount of exposure per day.

E Keep the saw well maintained, fasteners tightened and worn parts replaced.

HEARING PROTECTION:

Long or continuous exposure to high noise levels, such as involved in the operation of a chain saw, may cause permanent hearing impairment or other possible effects.

A. All chain saw operators shall wear a hearing protection device.

B. All persons helping around a chain saw in use shall wear a hearing protection device.

EYE PROTECTION:

A. All chain saw operators shall wear eye protection at all times, including the operation of the saw and clean-up operations.

B. All persons helping around a chain saw in use and during clean-up operations shall wear eye protection.

HAND PROTECTION:

A. Gloves shall be worn at all times during the operation and maintenance of the chain saw.

HEAD PROTECTION:

A. Hard hats SHALL be worn by employees at all times during the falling, bucking and clean-up operations.

YOUR PHYSICAL CONDITION:

A. Work relaxed but stay alert.

B. Take a break from work whenever you begin to tire.

C. Never operate when tired or under the influence of alcohol or any drugs which may affect your balance, coordination or judgment.

D. Always do any lifting job with your leg muscles, not your back.

PREPARING FOR USE DAILY

ATTENTION TO CHAIN AND GUIDE BAR:

A. At the end of each day of cutting, clean the sawdust from the guide bar mounting pad, the clutch area and the clutch cover. Clean out sawdust from the chain groove in the guide bar.

B. File and clean the saw chain.

C. Each time the bar is removed, reverse its position (top for bottom on the saw) to distribute the wear.

D. The sprocket nose of the guide bar may need a grease change every day of cutting. The proper time to change the grease is while the nose is still warm from operation and the old grease is still soft.

FLUIDS (FUEL AND CHAIN OIL) CHAIN OIL:

A. Approved chain oils are recommended because it is designed for the chain oilers. Formulated with viscosity improvers, this oil remains free flowing in below freezing weather - needs no dilution.

B. Disapproved oils: Used, dirty or otherwise contaminated oils and any water based synthetic chain lubricants.

C. Fill chain oil tank at the start. Then refill every time the engine is fueled.

D. The rate of oil discharged depends on the engine speed. The higher the RPM, the more oil is pumped. No oil is pumped during idling of the engine. The chain should always be quite moist in the area of the connecting links.

FUELING THE SAW:

A. Select bare ground for fueling. DO NOT SMOKE or bring any flame or sparks near fuel. Move a minimum of ten (10) feet from the fueling spot before cranking the engine.

B. The fuel tank may be under enough pressure to cause fuel to spurt out when the cap is unscrewed. To prevent this, always loosen fuel cap very slowly about 1/6 to 1/4 turn and wait for the tank to depressurize before you remove the cap.

C. The engine is lubricated by oil mixed with gasoline. Follow the manufacturer's recommended oil to gasoline mix ratio.

D. Never mix fuel directly in the saw tank. Use only approved gasoline storage can for both nixing and storage of fuel. Do not use glass bottles (which can shatter or explode) or plastic jugs (which were not intended for gasoline storage and might contaminate the fuel).

PROPER GRIP AND STANCE:

A. The proper grip to use at all times is where the fingers encircle the handle, and the thumb is wrapped on the opposite Side from the fingers. This grip is less likely to be broken by a kickback or similarly sudden reaction of the saw.

B. Always hold the saw firmly with both hands when the engine is running. Always keep your LEFT HAND on the front handlebar and RIGHT HAND on the rear (throttle) handle, so that your body is to the left of the cutting line of the chain. Do not under any circumstance operate the saw with one hand. Never use a cross-handed grip, or any stance which would place your body and arm across the cutting line of the saw chain.

C. The proper stance for operating includes the following:

1. Weight balanced on both feet - both feet on solid ground.
2. Left arm kept in a "straight-arm" position with elbow straight to withstand any kickback force.
3. Body always to the left of the chain line.
4. Grip maintained on handles as described (above).
5. Avoidance of any off-balance or overextended cutting stance. Especially, do not reach above chest height with the saw, or way out in any direction to make a cut.

D. The proper stance and saw placement for starting includes the following:

1. Hold the saw down on a clear, level surface with the bar and chain in the clear.
2. Body to the left of the chain line. Never straddle the saw or lean across it past the chain line.
3. Hold the front of the handlebar on top, behind the chain guard.
4. Put the toe of your shoe over the rear chain guard platform to hold down the rear of the saw.
5. Pull the starter grip straight up with your right hand.

E. The proper procedure for cutting includes:

1. Starting up the engine, and then taking a stance in front of the wood.
2. Positioning the saw but revving it to full speed before the chain touches the wood (this prevents violent reactions).
3. Watching the progress of the cut, holding the saw firmly with proper stance as to not pull you off balance if the chain should suddenly exit from the cut.

STARTING AND STOPPING:

A. Place ignition switch to "RUN" and position choke to "FULL".

B. Latch trigger for starting.

C. Hold saw down properly. Pull the rope slowly to engage the starter. Then crank the engine with smooth but vigorous pulls on the starter grip. Hold onto the grip during each rewind, to reduce kinking and fraying of the rope.

D. Crank the engine until the engine fires (coughs or runs briefly). Then open the choke half-way.

E. Crank the engine at half choke to start it. Smoothly open choke to the "OFF" position in time to keep the engine running.

F. Switch your hand from the starter grip to the throttle handle. Squeeze the trigger and you will have control of the throttle. When the saw is warm enough, let it idle while you take your stance for cutting.

G. To "STOP" the engine place the ignition switch to "OFF".

THE WORKING AREA

WORK AREA PRECAUTIONS:

A. Cut only wood or materials made from wood, no sheet metal, no plastic, no masonry, and no non-wood building materials.

B. Never allow a person to operate a chain saw who has not received instructions for the safe and proper use of chain saws.

C. Everyone - helpers, bystanders, children and animals, and other operators - MUST be kept a safe distance from the cutting area. During felling operations, the safe distance should be at least twice the height of the largest trees in the felling area. Only one person shall be working on a tree.

D. Any time a chain saw is to be used there shall be at least two people at the job site, an operator and a helper. This is due to safety considerations such as a saw accident, falling a tree into a power line, etc.

E. During bucking operations always cut from the uphill side so that the cut off section of the log will not roll over you. Make sure that the cut-off wood will not fall on your toes or on your head.

F. Make sure that there are no overhead obstructions. If you accidentally knock down a power line or discover one that is down, DO NOT GO NEAR IT. But notify the power company as soon as you are able. Keep all persons away from the area until the power arrives at the work site.

G. Clear your working area of all materials likely to trip you, snag the saw, catch fire from the hot exhaust, or block your safe retreat from a falling tree.

H. Before cutting limbs or felling trees, inspect the area to be sure the wood will not strike buried pipelines or damage property.

UNUSUALLY HAZARDOUS CONDITIONS:

A. Do not fell trees or go underneath them during periods of high wind or heavy precipitation. Take no chances during periods of extreme hazard. You can wait to do your cutting after the hazard has ended.

B. Do not use saws to cut down trees having extreme lean or large trees that have hollow trunks. Have these trees pushed or dragged down with power equipment.

C. Work only when visibility and light are adequate for you to see perfectly what you are doing.

SAFETY PRECAUTIONS FOR CHAIN SAW USERS

- Use safety footwear, snug-fitting clothing, and eye, hearing and head protection.
- Wear non-slip gloves to improve your grip. Do not wear scarves, jewelry, or neckties which could be drawn into the engine or catch on the chain or underbrush.
- Always hold the chain saw with both hands when the engine is running. Use a firm grip with thumbs and fingers encircling the chain saw handles.

GUARD AGAINST KICKBACK:

a) Hold the chain saw firmly with both hands. Don't overreach. You cannot maintain good control of the saw if you cut above shoulder height.
b) Don't let the nose of the guide bar contact a log, branch, the ground or any other obstruction. Use the SAFE«T»TIP® anti-kickback device*.
c) Cut at high engine speeds.
d) Keep the chain sharp. Don't operate with a loose chain. Maintain the correct tension of the chain as prescribed in this Owner's Manual.

- Guard against the effects of a long or continuous exposure to noise, such as involved in the operation of a chain saw. Hearing protection devices are available from your local Homelite dealer.
- Never operate a chain saw when you are fatigued.
- Keep all parts of your body away from the saw chain when the engine is running.

BASIC PRECAUTIONS WITH CHAINSAWS

- Always carry the chain saw with the engine stopped, the guide bar and saw chain to the rear, and the muffler away from your body. When transporting your chain saw, use the appropriate guide bar scabbard.
- Always use caution when handling fuel. Move the chain saw at least 10 feet (3 m) from the fueling point before starting the engine.
- Keep the handles dry, clean and free of oil or fuel mixture.
- Shut off the engine before setting down the saw. Do not leave the engine running unattended.
- Operate the chain saw only in well ventilated areas.
- Be sure that the chain stops moving when the throttle control is released.

BASIC PRECAUTIONS ABOUT MAINTENANCE

- Never operate a chain saw that is dam aged, improperly adjusted, or is not completely and securely assembled. Be sure that the saw chain stops moving when the throttle control trigger is released.
- All chain saw service, other than items in the Owner's Manual maintenance instructions, should be performed by competent chain saw service personnel. (If improper tools are used to remove the flywheel or clutch, or if an improper tool is used to hold the flywheel in order to remove the clutch, structural damage to the flywheel could occur which could subsequently cause the flywheel to burst.)

BASIC PRECAUTIONS IN CUTTING/WORK AREA

- Do not operate a chain saw in a tree unless you have been specifically trained to do so.
- Keep bystanders and animals out of the work area.
- Never start cutting until you have a clear work area, secure footing, and a planned retreat path from the falling tree.
- Use extreme caution when cutting small size brush and saplings, because slender material may catch the saw chain and be whipped toward you or pull you off balance.
- When cutting a limb that is under tension, be alert for spring back so that you will not be struck when the tension in the wood fibers is released.

SEAT BELT / RESTRAINT POLICY

It is the policy of the City of Grinnell that all employees operating official vehicles, equipment, personal and rental cars on official business and other occupants use seat belts and shoulder restraints in compliance with Iowa Code 321.445.

321.445 Safety belts and safety harnesses — use required.

1. Except for motorcycles or motorized bicycles, 1966 model year or newer motor vehicles subject to registration in Iowa shall be equipped with safety belts and safety harnesses which conform with federal motor vehicle safety standard numbers 209 and 210 as published in 49 C.F.R. §571.209 – 571.210 and with prior federal motor vehicle safety standards for seat belt assemblies and seat belt assembly anchorages applicable for the motor vehicle's model year.

2. a. The driver and front seat occupants of a type of motor vehicle that is subject to registration in Iowa, except a motorcycle or a motorized bicycle, shall each wear a properly adjusted and fastened safety belt or safety harness any time the vehicle is in forward motion on a street or highway in this state except that a child under eighteen years of age shall be secured as required under section 321.446.b.

This subsection does not apply to:

(1) The driver or front seat occupants of a motor vehicle which is not required to be equipped with safety belts or safety harnesses.
(2) The driver and front seat occupants of a motor vehicle who are actively engaged in work which requires them to alight from and reenter the vehicle at frequent intervals, providing the vehicle does not exceed twenty-five miles per hour between stops. **(The City of Grinnell defines frequent stops as 2 or more stops per city block.)**
(3) The driver of a motor vehicle while performing duties as a rural letter carrier for the United States postal service. This exemption applies only between the first delivery point after leaving the post office and the last delivery point before returning to the post office.
(4) Passengers on a bus.
(5) A person possessing a written certification from a health care provider licensed under chapter 148 or 151 on a form provided by the department that the person is unable to wear a safety belt or safety harness due to physical or medical reasons. The certification shall specify the time period for which the exemption applies. The time period shall not exceed twelve months, at which time a new certification may be issued unless the certifying health care provider is from a United States military facility, in which case the certificate may specify a longer period of time or a permanent exemption.

Employees operating equipment with a Rollover Protective Structure (ROPS) shall use seat belts when operating the equipment.

Employees are also prohibited from riding in or on parts of a vehicle not designed for human occupancy. This includes but is not limited to pick up and truck boxes, fenders, steps and bumpers.

Failure to comply with these rules is a violation of the City of Grinnell safety policies, which is cause for disciplinary action.

Employee Information and Training

All employees will be trained on the policy. Training will be documented, and the records stored in personnel files.

TEXTING POLICY

It is the policy of the City of Grinnell that all employees operating official vehicles, equipment, personal and rental cars on official business and other occupants should follow the State of Iowa law which prohibits texting or emailing while driving.

- that means no writing of outgoing text messages and no reading of incoming. (It has no effect on the ability to make or receive phone calls.) The law states: "A person shall not use a hand-held electronic communication device to write, send, or read a text message while driving a motor vehicle unless the motor vehicle is at a complete stop off the traveled portion of the roadway." Typical exceptions exist for hands free devices and GPS systems, as well as allowing drivers to receive "safety-related information including emergency, traffic, or weather alerts."

Exceptions include a law enforcement officer, firefighter, emergency medical services personnel, ambulance driver, or other similarly employed public safety first responder during the performance of his or her official duties.

Failure to comply with these rules is a violation of the City of Grinnell safety policies, which is cause for disciplinary action.

ASBESTOS HANDLING

Purpose:

To establish guidelines and procedures in the operations and maintenance of asbestos containing material to protect all employees and visitors from potential health hazards of asbestos related diseases. Only qualified employees shall be involved in any asbestos repairs, maintenance or removal. All unqualified employees shall be protected from exposure to asbestos fibers by isolating and controlling access to all affected areas during asbestos work.
When in doubt, treat all material containing asbestos and comply with all applicable rules, regulations and protective measures. Any employees who discover Asbestos Containing Material (ACM) or suspect ACM in damaged or poor condition shall report it to their supervisor and the Environmental Health & Safety Coordinator so that the identified material can be repaired.

What is Asbestos?

- Any building material that contains greater than 1% of asbestos must be treated as asbestos containing material. (This is determined with an asbestos building inspection or through our asbestos testing only solution.)
- Asbestos is a naturally occurring mineral and is distinguished from other minerals by the fact that its crystals form into long, thin fibers. Asbestos fibers are long, narrow and bind easily with materials used in construction. Asbestos is also used in fire proofing because of its excellent heat resistance.

Why is Asbestos Harmful to your health?

Asbestos has been found to cause permanent health issues with the most potentially hazardous route of exposure being inhalation. The three main diseases that result from asbestos are asbestosis, mesothelioma, and lung cancer.

Definitions of Terms:

- **Friable** - Anything that you can condense to powder with hand pressure (examples: acoustic plaster, fireproofing, pipe insulation, ceiling tile).
- **Non-friable** - The asbestos fibers are typically released when the materials become damaged or disturbed (floor tile, transite panels).

How Do I Know If I Have Asbestos?

Asbestos can be anywhere and in any type of building. You will not be able to tell whether a material contains asbestos simply by looking at it, unless it is labeled.

General Information:

- Asbestos is still being mined and asbestos containing products are still being manufactured. The countries of Russia, Kazakhstan, China, Canada, Brazil, and Zimbabwe accounted for 95% of the world's production.

- Asbestos is an excellent thermal insulator, a good noise insulator, and is resistant to the effects of friction and most chemicals. The qualities that make asbestos an excellent building material also make it the environmental problem that it is today. In fact, you can still buy asbestos products at your local hardware store. Therefore, your house might have asbestos, no matter its age.
- Your Ames Environmental, Inc. lab report will list the material and the presence or absence of asbestos. If present, the amount of asbestos will be shown as a percent. If the sample contains greater than one percent asbestos, it is an asbestos containing material or "ACM". Lab results are listed by the mineral name. There are six types of asbestos: chrysotile, amosite, crocidolite, actinolite, tremolite and anthophyllite.

  Please Note:

- The EPA does not recognize a safe level of asbestos exposure.

Types of Testing:

- Transmission Electron Microscopy (TEM)
  - Considered to be the best method for asbestos detection.
  - The EPA suggests that this is the best method, but they don't require it. TEM has more sensitivity then PCM.
  - Currently considered the best analytical method for identifying asbestos fibers in the air.
  - Provides a definitive identification of asbestos for the small fibers found on air filters.
  - Can detect much smaller fibers than PCM.
  - Particularly important for clearance air samples.
  - Suggested by the EPA for floor tile analysis.
- Phase Contrast Microscopy (PCM)
  - Most commonly used form of air sample analysis.
  - Does not distinguish asbestos fibers from other fibers; therefore it counts all fibers meeting the NISOH 7400 rules found on the air sample filter. It is important to remember that PCM cannot detect the smallest of asbestos fibers present in air sample filters.
- Polarized Light Microscopy (PLM)
  - Very accurate pre-test.

Training

All City of Grinnell employees shall receive awareness training to carry out their work without endangering themselves, their co-workers and other building occupants. No City of Grinnell employee is currently certified to work with asbestos.

Police Officer Standby Policy

This policy is designed to offer assistance when a City of Grinnell employee believes there is a chance of conflict with an individual(s) when planning future job-related activities. The best course of action when a conflict unexpectedly arises is to walk away and report the incident to your supervisor. Examples of situations that may require police officer standby:

- Utility shutoffs
- Nuisance documentation & cleanup
- Events or facility openings
- Previous knowledge that a person has caused problems or was difficult in the past

Call dispatch, (641) 623-5679, and identify yourself as a City of Grinnell employee that is requesting a police officer to standby. Make sure to have the following information before calling dispatch:

- Standby address
- Name of occupant or person(s) in question
- Call back number (officer may contact you)
- Date & time you are requesting standby
- Location a block or two away from address to meet officer
- Estimated time you will be at the meeting location (generally 15 minutes)

***It is the employee(s) responsibility to contact their supervisor and/or dispatch. ***

Seasonal Safety Packet

Airport
Cemetery
City Offices
Drake Library
Grinnell Mutual Family Aquatic Center
Park Shop
Public Safety Building
Public Service Building
Wastewater Plant
Water Treatment Plant

Parks
Arbor Lake
Bailey Park
Central Park
Summer St Park
Lions Park
Merrill Park
Miller Park / Lake Nyanza
Thomazin Park
Van Horn Park
Waterworks Park

Airport

Mowing
~~Mike Shutts~~Blys Lawn Care/Josh Bly 641-~~990~~354-~~0222~~3128

Snow Removal
Airport FBO, Assisted by Public Works staff during heavy accumulation

Cemetery

Mowing
Sharp~~er~~ Edge Trimming/Patrick Elliott 641-990-2304

Snow Removal
Public Service / Parks Department

City Offices

Outside Maintenance

Mowing
Brad's Mowing/Brad Shutts 641-325-0004

Snow and Ice Removal
Hubbell Realty

Drake Library

Outside maintenance

Snow and ice removal
Public Services – Clear snow and ice from parking lot and perimeter sidewalks. When possible, plowed snow should not be left on library grounds or within the parking lot.

Sidewalks and a path leading from the sidewalk to the front door areas will be cleared and sno-melt applied as necessary by a contract service.

Derek Gibson or Library Staff – Clear snow and ice from areas not accessible with Public Services equipment: emergency exit doorways (main entrances, basement exit, south terrace exit) and paths leading to perimeter sidewalks. Pathways through the prairie will not be maintained in the wintertime. Library staff will apply additional snowmelt as needed on walkways during operating hours as necessary.

- Derek Gibson (contract snow removal): 641-750-3256
- Public Services: 641-236-2632
- Snow Emergency Hotline: 641-236-9427

Mowing
Mowing of non-prairie areas will be done by the following service and will be arranged by the Library Director.
Brad's Mowing Service – Brad Shutts – 641-325-0004 cell

Other exterior cleanup will be done when the library staff finds it necessary and will be done by volunteers whenever possible.

Interior and Exterior Cleaning

Daily cleaning (floors, restrooms, glass doors) is done by the contracted firm Quick and Clean, owned by Derek Gibson. Cell phone contact: 641-750-3256.

Replacement of light bulbs is done by S&S Electric, 641-236-5533

Replacement of air filters throughout the library building is done every 6 months by Public Services Department personnel.

Dusting and other needed cleaning of shelves, counters, windowsills, etc. is done by volunteers and library staff. Library staff members are responsible for keeping their own work areas clean, emptying their recycling into central containers, keeping the staff lounge area neat, and transferring recyclables to the outside recycling bins.

Maintenance beyond regular cleaning
Repairs of a non-routine nature are done by various local maintenance services or specialized vendors as needed.
Library staff is responsible for maintaining the MSDS file, ordering maintenance supplies, and performing the monthly check of fire extinguishers.

Grinnell Mutual Family Aquatic Center – 120 8th Avenue

Supervisor:

Jordan Allsup – Parks and Recreation Director: Aquatic center phone: 641-236-2621
Rec Dept phone: 641-236-2620
Cell phone: 641-260-0380

Daniel Ramos – Wastewater Director: Office: 641-236-6302
Cell: 641-990-7526

Summer set up and Winterization:

Facility set up is done by Daniel Ramos and the Wastewater Employees in conjunction with ACCO.

Mowing

Recreation Department will mow and trim inside the facility fence.
~~Sharper Edge Trimming~~Blys Lawn Care/~~Patrick Elliott~~Josh Bly will mow outside the facility fence. Contact # 641-~~990~~354-~~2304~~3128

Snow Removal

Snow is only removed along the bike trail on the west side of the facility by the Public Service Department.
Snow is removed on the East Sidewalk by the Public Service Department 641-236-2632

Park Shop

Mowing

~~Mike Shutts~~Blys Lawn Care/Josh Bly 641-~~990~~354-~~0222~~3128

Snow Removal

All employees will share in this duty

Public Safety Building

Mowing

Brad's Mowing/Brad Shutts 641-325-0004

Snow removal

Parking lots, Apparatus Apron, City sidewalks will be taken care of by the Public Service / Parks Department

Walkways on FD side of building, Front Walkway, all Fire Exits, 6' out from apparatus doors.

Primary: on duty fire personnel	641-236-2688
Secondary: on duty police personnel	641-236-2670

Walkways on PD side of building

Primary: on duty police personnel	641-236-2670
Secondary: on duty fire personnel	641-236-2688

Inside general maintenance
Primary: Public Services Director
Secondary: GFD & GPD personnel

Public Safety Radio Tower (behind old PSB)

Snow removal
Public Service Department

General Maintenance
Primary: Fire Department
Secondary: Police Department

Public Service Building

Mowing
~~Mike Shutts~~Blys Lawn Care/Josh Bly 641-~~990~~354-~~0222~~3128

Snow Removal
All employees will share in this duty

Wastewater Plant

Mowing
City of Grinnell employees

Snow Removal
The Wastewater staff will remove their own snow

Water Treatment Plant

Mowing
Brad's Mowing/Brad Shutts 641-325-0004
The Water Dept. is responsible for all weed and grass control at all our Well sites. (The Well areas are not for public access.)

Snow removal
The Parks Department usually does the sidewalk on the West and South side of the building. If for some reason they haven't done it by the time equipment is needed, Water Department staff will remove snow from the sidewalk as well as the plant drive and parking area.
The Parks Dept. will spread deicer on all sidewalks unless the Water Department has done so first.

Water Department employees may clear snow around wells as needed to gather statistics and in the event the emergency generator needs to be hooked up to the major wells. (The Well areas are not for public access.)

Parks

Arbor Lake

Mowing
~~Sharper Edge Trimming~~Blys Lawn Care/~~Patrick Elliott~~Josh Bly
641-~~990~~354-~~2304~~3128

Snow Removal
The Parks Department will take care of the parking lot

Bailey Park

Mowing - ~~Mike Shutts~~Sharp Edge Trimming/Patrick Elliott 641-990-~~0222~~ 2304

Central Park

Mowing - City of Grinnell employees

Summer St. Park

Mowing - ~~Sharper Edge Trimming~~Blys Lawn Care/~~Patrick Elliott~~Josh Bly 641-~~990~~354-~~2304~~3128

Lions Park

Mowing
~~Sharper Edge Trimming~~Blys Lawn Care/~~Patrick Elliott~~Josh Bly 641-~~990~~354-~~2304~~3128

Snow Removal
Snow is only removed along the bike trail on the west side of the facility by the Public Service Department.
Snow is removed on the East Sidewalk by the Public Service Department 641-236-2632

Miller Park / Lake Nyanza

Mowing
~~Sharper Edge Trimming~~Blys Lawn Care/-~~Patrick Elliott~~Josh Bly 641-~~990~~354-~~2304~~3128

Merrill Park East and West

Mowing
~~Sharper Edge Trimming~~Blys Lawn Care/~~Patrick Elliott~~Josh Bly 641-~~990~~354-~~2304~~3128

Thomazin Park

Mowing
Sharp~~er~~ Edge Trimming/Patrick Elliott 641-990-2304

Van Horn Park

Mowing
~~Sharper Edge Trimming~~Blys Lawn Care/~~Patrick Elliott~~Josh Bly 641-~~990~~354-~~2304~~3128

Waterworks Park

Mowing

Brad’s Mowing/Brad Shutts 641-325-0004

Designated
Physician Policy

December 4, 2006

Purpose

The purpose of this policy is to establish, maintain and enhance a working relationship with a designated care provider for any job-related illness and/or injury. The designated provider will be familiar with our needs and the importance of clear communication, quality care and early return to work programs following a work-related injury and/or illness.

Goal

Utilizing a preferred provider will enable the City to accomplish consistency in care, standardized forms/correspondence and familiarity with the work environment and management and, along with the pre-placement employment physical program, maintain and reduce costs of workmen's compensation claims.

Designated Workmen's Compensation Physician

The city of Grinnell has designated UnityPoint Grinnell Regional Medical Center at 210 Fourth Avenue in Grinnell as our workers' compensation authorized treating clinic. Employees with a work-related illness or injury will be required to have their initial evaluation with a physician at this facility. If appropriate, and with prior approval from IMWCA, UnityPoint Grinnell Regional Medical Center may make referrals to other specialists.

If the employee chooses to see another provider without referral from an authorized physician, the employee will be responsible for all expenses associated with those visits. No workers' compensation benefits may be claimed unless seen by an authorized physician.

In the event of an emergency where this is not possible, this requirement may be waived upon written approval from the City Manager or City Clerk.

Arc Flash Electrical Safety

No City of Grinnell employee should be doing any hard wiring inside an electrical box since the City of Grinnell does not employ a certified electrician to be on staff nor do they have the 70E training required to do that work properly. City of Grinnell employees are allowed to deal with breakers and lockout / tagout situations only. If further repairs are required, they will need to contact a qualified person to do so.
It was discussed that typically only the Wastewater Treatment employees would have the need for any hard wiring repairs on an ongoing basis. The City of Grinnell employee would contact the qualified electrician of their choice to come and perform the necessary repairs when hard wiring is required. No contract has been signed with any one particular company to do this work.

All electrical panels will have a warning label placed on them.

Respiratory Protection Program

Purpose
This program was created to ensure the safety and health of our employees while performing tasks requiring the use of respiratory protection devices. All procedures and policies were prepared in accordance with OSHA regulation Section 1910.134 Respiratory Protection.

Definitions- Key definitions can be found at 1910.134(b).

Air-purifying respirator means a respirator with an air-purifying filter, cartridge, or canister that removes specific air contaminants by passing ambient air through the air-purifying element.

Fit test means the use of a protocol to qualitatively or quantitatively evaluate the fit of a respirator on an individual. (See also Qualitative fit test QLFT and Quantitative fit test QNFT.)

Filtering facepiece (dust mask) means a negative pressure particulate respirator with a filter as an integral part of the facepiece or with the entire facepiece composed of the filtering medium.

Immediately dangerous to life or health (IDLH) means an atmosphere that poses an immediate threat to life, would cause irreversible adverse health effects, or would impair an individual's ability to escape from a dangerous atmosphere.

Self-contained breathing apparatus (SCBA) means an atmosphere-supplying respirator for which the breathing air source is designed to be carried by the user.

Employees Qualified to Wear Respirators

Employee Name	Respirator type/ Model	Exposure type

Medical evaluation

- The employer shall provide a medical evaluation to determine the employee's ability to use a respirator.

- All employees must be medically evaluated prior to the fit testing procedure

- All employees must be fit tested prior to using a respirator in the workplace.

- The employer may discontinue an employee's medical evaluations when the employee is no longer required to use a respirator.

- Employees will be provided with the medical questionnaire along with a self-addressed envelope to a selected PLHCP. The employee will complete the questionnaire and send it to the PLCHP as soon as possible. OSHA's recommended questionnaire is available at: www.osha.gov/pls/oshaweb/owadisp.show_document?p_table=STANDARDS&p_id=9783

Facial hair

- Employees covered under this program that wear respirators as part of their job will be required to remove all facial hair such as beards, sideburns and mustaches that could interfere with the proper seal of the respirator.

Fit testing

- Annual fit testing is required. Fit Testing is also required whenever a different face piece respirator is used or when the employee's physical condition changes.

Follow the link for details on fit testing procedures:
www.osha.gov/pls/oshaweb/owadisp.show_document?p_table=STANDARDS&p_id=9780

Selection of respirators

- Complete an exposure assessment for each hazardous exposure.

The following link is an OSHA *eTool* that can assist employers select the proper respirator:
http://osha.gov/SLTC/etools/respiratory/respirator_selection.html

Inspection of respirators

- Inspected routinely including prior to non-emergency use

- SCBA inspected monthly

Maintenance and care of respirators

Employees must clean and disinfect respirators using the procedures recommended by the manufacturer or those listed in
www.osha.gov/pls/oshaweb/owadisp.show_document?p_table=STANDARDS&p_id=9782
at the following intervals:

- As often as necessary to maintain sanitary condition for exclusive use.

- Before being worn by different individuals when issued to more than one employee.

- After each use for emergency use respirators *and those used in fit testing and training*.

- Monthly for emergency use respirators located near chlorine rooms.

Identification of filters, cartridges and canisters

- All filters, cartridges and canisters used in the workplace must be labeled and color-coded with the NIOSH approved label.

- The label must not be removed and must remain legible.

- Filters, cartridges and canisters not meeting the label requirements will be immediately removed from the workplace.

Breathing air quality and use

Compressed breathing air shall meet at least the requirements for Grade D breathing air described in ANSI/Compressed Gas Association Commodity Specification for Air, G-7.1-1989.

RETURN TO WORK PROGRAM - September 16, 2019

PURPOSE:

It is the purpose of this program to provide guidelines for employees injured on the job whose injury has caused work restrictions preventing the employee from performing all of the essential functions of the job and to assist the employee, in keeping with the medical restrictions imposed by the employer's designated physician, to become a fully functioning employee of the City.

POLICY:

A. It is the policy of the City of Grinnell to provide modified or alternate work, if available, for employees injured on the job, who are unable to temporarily or permanently return to his/her regular job classification.

B. The City of Grinnell will make reasonable efforts to accommodate an employee injured on the job, unless the accommodations would impose an undue hardship on the employer. The employee must be able to perform the essential functions of the job, with or without reasonable accommodation, in order to be returned to work.

C. The feasibility of reasonable accommodations shall be determined on a case-by-case basis, taking into consideration, among other things, the specific physical or mental impairment of the employee, the essential functions of the job, the work environment and the ability to provide accommodations.

D. Objectives:

   1. To return an injured employee to work as soon as possible when there is not a significant risk of harm to themselves and others.

   2. To minimize financial hardship and emotional stress on the employee who has suffered a work-related injury.

   3. To assist employees in returning to work at a level as close as practical to the employee's pre-injury earnings and productivity.

   4. To retain qualified and experienced employees.

   5. To reduce the cost of disability benefit programs.

E. Temporary light duty:

   1. Light duty is defined as modified duties or hours assigned to an employee injured on the job, when the physician indicates the employee can return to work, but the employee is not yet physically capable of handling all of the essential functions and job duties

normally assigned, and the employee's work-related injury has not reached maximum medical improvement. It is understood that no new job will be created in order to accommodate an injured employee.

2. The purpose of light duty is to provide temporary work, within medical restrictions, for employees injured on the job. If a light duty position or assignment is available, the employee will be provided with the light duty assignment as soon as medically feasible. Light duty will be assigned in consultation with the physician.

3. The purpose of light duty is to provide temporary work for employees injured on the job. Light duty may be available with a medical prognosis indicating that the employee is expected to return to full duty following a course of medical treatment.

4. If an alternate duty position is available, employees may be provided with light duty as soon as medically feasible.

5. Employees on light duty will continue to receive salary and benefits commensurate with the employee's job classification. The salary and benefits will be proportionately adjusted in keeping with the employee's duties and work status. The status of light duty should be reviewed after each medical appointment and generally more often than every two weeks. Light duty assignments will not normally exceed 90 calendar days cumulative for any employee during their employment with the city of Grinnell without action of the City Council.

6. Light duty procedures:

   A. Grinnell will provide the following:

      i. Provide the employer's designated physician with a copy of the City's Return to Work Policy and a listing of jobs for which the employee may be qualified.

      ii. Notify the employee of the light duty program.

      iii. Obtain information regarding the employee's medical condition from the employer's designated physician.

   B. The City will develop work assignments on a case-by-case basis, if available, depending on the employee's medical restrictions. The City may meet with the injured employee to review the employee's return to work status.

   C. The employee will review, and sign Appendix A attached to this policy hereto. The employee will follow all medical restrictions placed on the employee by employer's designated physician.

   D. When the employer's designated physician has determined that maximum medical improvement has been reached and the employee is able to perform the essential functions of the employee's job, with or without a reasonable accommodation, the employee will be returned to the job classification and duties held prior to the work injury.

E. When the employer's designated physician has determined that maximum medical improvement has been reached and the employee is still unable to perform the essential functions of the job, with or without reasonable accommodation, the City will determine employee's continuing employment status in consulting with the City's workers' compensation carrier. The City reserves the right to have a physician, chosen by the City, review the medical findings and/or perform an examination of the employee.

F. Restrictions resulting from personal illness or injury:

   i. Employees off duty due to personal injuries or illness may use accumulated paid leave in conjunction with FMLA leave to the extent it is available.

   ii. If following the exhaustion of paid leave in conjunction with FMLA leave, the restrictions resulting from an employee's personal injury or illness prohibits the employee from performing the essential functions of the employee's job, with or without reasonable accommodation, the employee may be terminated.

   iii. While the employee is laid off and eligible for recall, the employee must keep the City apprised of the employee's address, telephone number, cell phone number and e-mail address, if available.

G. Responsibilities of the employee:

   i. To determine the appropriateness of the job assignment, the employee who is unable to return to work without restriction is responsible for keeping the City apprised of the employee's medical condition and providing medical reports to the City as they are made.

   ii. If the employee rejects any assignment which is compatible with the employee's medical restrictions, the employee shall not be compensated by the City or the City's work comp carrier with temporary, partial, temporary total or healing period benefits during the period of refusal, as set forth in Section 85.53, Code of Iowa.

   iii. The employee assumes all responsibility for contacting the City to apply for available jobs and keeping updated on all new job openings.

Appendix A

(EMPLOYEE)

Return to Work Program Statement of Acknowledgement

I acknowledge **that** I have been informed of the City of Grinnell Temporary Alternate Duty (TAD) program, and I understand and agree to abide by the restrictions defined by the attending physician and by the City of Grinnell as a condition of my participation in the *Return-to-Work* program.

I further understand that if I do not follow the restrictions placed on me by the physician and the City of Grinnell, I may receive disciplinary action up to and including discharge.

Employee Signature/Date:_____________________________

Witness Signature/Date:______________________________

Sexual Harassment Policy

Employers position against Sexual Harassment
Protect the employee's rights
Communication of roles and responsibility of management and employees

Eliminating Sexual Harassment is the role of both the managers and the employees

FACTS
F – Familiarize yourself with the company policy
A – Address incidents of Sexual Harassment immediately
C – Cooperate
T – Thoroughly investigate
S - Satisfactorily resolve

If you are the target
- Respond to the problem
- Make your feelings clear
- Record time and place and specifics, who observed it
- Report continuous harassment according. If no formal policy report to your supervisor
- If harasser is supervisor go to next person up

If you observe
- Help the victim make their feelings known
- Support your co-worker and encourage reporting according to the company policy

Prescription and Over-the-Counter Medications

Because medications can affect an employee's ability to make decisions, exercise good judgment and operate equipment, employers should discuss possible side effects with their physician prior to their use. This is especially true for employees who perform jobs that directly affect public safety and health.

Employees are not required to disclose prescription drug use for legitimate medical purposes. Moreover, the Americans with Disabilities Act and the Rehabilitation Act of 1973 permit an employer to ask disability-related questions **only** if they are job related and consistent with business necessity. However, there are some prescribed and over-the-counter medications, such as amphetamines and benzodiazapines, which may result in a positive drug test. In this event, a Medical Review Officer (MRO) or other appropriate company personnel may inquire to determine if the employee has a legitimate medical explanation, such as a physician's prescription, for a positive drug test.

COVID-19 POLICY

The City of Grinnell takes the health, safety, and wellbeing of its employees seriously. The City of Grinnell will follow recommendations put forth by the Centers for Disease Control and Prevention (CDC) for COVID 19 guidelines.

Guidance for employees can be found at:

https://www.cdc.gov/coronavirus/2019-ncov/your-health/index.html

YOUR SAFETY ATTITUDE

A good safety attitude includes several areas, foremost of which is a sense of responsibility and pride about yourself and "your" work. A safety attitude will make you want to check your work area for hazardous conditions and improve your area's appearance. A good safety attitude will let you work at a steady, careful pace, especially on a 'down day' when you are not as alert as usual. Patience with yourself and others will help you keep a level head for clear thinking. Be sure of your instructions, maintain good housekeeping, wear proper equipment, and drive safely – All of these will help prevent injury and accidents to you and others / BE SAFE – THINK SAFETY.

EMERGENCY PHONE NUMBERS

Police/Fire/Ambulance	911
~~Midwest Ambulance (non-emergency) 515-222-2222~~	
Police (non-emergency)	236-2670
Fire/Ambulance (non-emergency)	236-2688
Poison Info Center	800-222-1222

Program Administrators

- CPR/FA/AED –~~Jordan Allsup~~Patrick Duffey
- Blood Bourne Pathogens – Dan Sicard
- Slips, Trips and Falls – Safety Coordinator
- Emergency Exit Plan – Safety Coordinator
- Ladder safety –Dan Sicard
- Fire Extinguisher – Dan Sicard
- MSDS, Right-to-Know, Hazardous communication – Safety Coordinator
- Personal Protective Equipment – Safety Coordinator
- Back safety – Safety Coordinator
- Forklift / Bucket Truck / Backhoe – ~~Carl Eggermont~~Kyle Graff
- Confined Space – Dan Sicard
- Excavation – Daniel Ramos
- Hearing Conservation – ~~Carl Eggermont~~Kyle Graff
- Lock-out / Tag-out – ~~Carl Eggermont~~Kyle Graff
- Arc Flash Electrical safety – Josh Kriegel
- Tool Safety – ~~Carl Eggermont~~Kyle Graff
- Extreme Temperature Safety – Safety Coordinator
- Welding – ~~Carl Eggermont~~Kyle Graff
- Winter Driving – Grinnell PD
- Chainsaws – ~~Carl Eggermont~~Kyle Graff

Name:__________________________________Date: ______________________

I hereby certify that I have received a copy of the City of Grinnell Employee Safety Manual and have read this manual and understand its contents.

____

Signature

Consent or Decline Form
Hepatitis B Vaccine

Employee name (please print) Social Security number

_______________________________________ _______________________________

Hepatitis B Vaccination Consent:

I have had the opportunity to ask questions of a licensed health care professional regarding the Hepatitis B disease and I have read the immunization information and understand the risks of the immunizations. I know that, as with all immunizations, there may be vaccine side effects and there is no guarantee that I will become immune. I also know that I must receive 3 doses to achieve immunity.

Employee signature Date Signed

____________________________________ _______________________________________

Witness signature Date Signed

____________________________________ ____

Decline of Vaccination for Hepatitis B (Mandatory Wording)

I understand that due to my occupational exposure to blood or other potentially infectious materials, I may be at risk of acquiring hepatitis B virus (HBV) infection. I have been given the opportunity to be vaccinated with hepatitis B vaccine, at no charge to myself. However, I declined hepatitis B vaccination at this time. I understand that by declining this vaccine, I continue to be at risk of acquiring hepatitis B, a serious disease. If in the future I continue to have occupational exposure to blood or other potentially infectious materials and I want to be vaccinated with hepatitis B vaccine, I can receive the vaccination series at no charge to me.

Employee signature Date Signed

____________________________________ ____

Witness signature Date Signed

______________________________________ ____

Pages 59-63

Updated mowing contractors:

- Airport from Mike Shutts to Blys Lawn Care
- Aquatic Center from Sharp Edge to Blys Lawn Care
- Park Shop from Mike Shutts to Blys Lawn Care
- Public Service Building from Mike Shutts to Blys Lawn Care
- Arbor Lake from Sharp Edge to Blys Lawn Care
- Bailey Park from Mike Shutts to Sharp Edge
- Summer Street Park from Sharp Edge to Blys Lawn Care
- Lions Park from Sharp Edge to Blys Lawn Care
- Miller Park / Lake Nyanza from Sharp Edge to Blys Lawn Care
- Merrill Park East and West from Sharp Edge to Blys Lawn Care
- Van Horn Park from Sharp Edge to Blys Lawn Care

Page 74

Removed Midwest Ambulance and added Ambulance to the Fire department non-emergency number listing

Updated Program Administrators:

CPR/FA/AED from Jordan Allsup to Patrick Duffey

The following from Carl Eggermont to Kyle Graff:

- Forklift/Bucket Truck/Backhoe
- Hearing Conservation
- Lock-out/Tag-out
- Tool Safety
- Welding
- Chainsaws

GRINNELL PLANNING COMMITTEE MEETING
MONDAY, MARCH 17, 2025, AT 6:15 P.M.
IN THE COUNCIL CHAMBERS ON THE 2ND FLOOR OF CITY HALL AND VIA ZOOM

Join Zoom Meeting
https://zoom.us/j/97106003432?pwd=LEWrADiICd0SZG1Q7UKFeBeaZLb1ag.1

Meeting ID: 971 0600 3432
Passcode: 580677

Find your local number: https://zoom.us/u/ac42oDI0xi

TENTATIVE AGENDA

ROLL CALL: Bly (Chair), Wray, Karjalahti.

PERFECTING AND APPROVAL OF AGENDA:

COMMITTEE BUSINESS:

1. Consider approval of a resolution approving a billboard contract with Robert Bahrenfuse for an I-80 billboard. (See Resolution No, 2025-40)

INQUIRIES:

ADJOURNMENT:

RESOLUTION NO. 2025-40

RESOLUTION APPROVING A CONTRACT WITH ROBERT BAHRENFUSE TO LEASE SPACE FOR AN OUTDOOR BILLBOARD.

WHEREAS, the city of Grinnell has two billboards on I-80 showing services available in the city; and

WHEREAS, the Hotel/Motel Tax Committee wishes to update those billboards; and

WHEREAS, Robert Bahrenfuse owns the property that one of billboards is located on; and

WHEREAS, a new contract is required for the lease of space for the billboard; and

WHEREAS, Mr. Billman and the city of Grinnell agree with the terms of the lease contract; and

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Grinnell, Iowa, that the Mayor and City Clerk are hereby directed and authorized to execute the billboard lease contract with Robert Bahrenfuse.

Passed and approved this 17th day of March 2025.

____

Dan F. Agnew, Mayor

ATTEST:

____

Alyssa Devig, Assistant City Clerk/Finance Director

CONTRACT

This Contract is entered into this 1st day of March, 2025, by City of Grinnell (hereinafter CITY) and Robert C. Bahrenfuse (hereinafter referred to as the Landowner.)

1. Landowner agrees to lease to CITY and CITY agrees to rent from the Landowner space for an outdoor bulletin board with dimensions as listed herein. Said rental shall be for ten (10) years at a total annual rent of $1,000.00, payable in full by March 31st of each year. This Contract shall remain in force and effect for ten (10) years from the date of execution and shall then be automatically renewed for a like ten (10) year term upon the same terms contained herein unless written notice is provided by either party of the intent not to renew prior to the expiration of the Contract. **The city of Grinnell will send notice to the Landowner sixty (60) days before the expiration of the contract reminding them of the end of the initial ten (10) year term to provide them ample time to provide the city notice if they wish to renegotiate terms. If the city fails to send notice the Landowner may open the contract for renegotiation any time after the initial ten (10) year term.**

1

2. It is mutually agreed that the outdoor bulletin, billboard, sign structure, lighting and display is the property of CITY and Landowner has no right, title or interest herein other than is provided by this agreement.

3. If during the life of this Contract any Federal, State, County, Township or Municipal taxes, in addition to those now existing, are imposed upon outdoor advertising affecting this Contract, CITY agrees to pay the amount of such taxes in addition to the amount of rent above specified. CITY also agrees to pay any sales taxes levied on advertising services. The CITY reserves the right to terminate this Contract if these fees are deemed onerous by the CITY.

4. Time is of the essence in this agreement. In the event that the display covered by this Contract shall, for any reason whatsoever, be removed from the location upon which it is erected, and the parties hereto cannot agree upon another location or locations, the rent for the balance of the term for said display so removed shall be abated.

5. The printed and written provisions of this Contract contain all the agreements made by either party hereto. Any additions to or alterations of or changes in this Contract documents in order to be binding, must be made in writing and signed by both parties.

6. It is expressly understood and agreed to by and between the parties hereto that this Contract documents attached thereto set forth all the promises, agreements, conditions and understandings between the Landowner and CITY relative to the demised premises, and that there are

no promises, agreements, conditions, or understandings either oral or written between them other than are herein set forth.

7. CITY shall be responsible for all maintenance and repair of the outdoor bulletin or billboard display during the term of this Contract. Landowner shall keep vegetation around and in the sight paths of the sign low enough that the sign is clearly visible from Interstate 80. No shrubs or trees shall be allowed to grow within 30' of the sign on the Landowner property.

8. If notice is required to be given under this Contract, it shall be deemed given if forwarded by regular U.S. mail to the City of Grinnell c/o Grinnell City Clerk, 520 4th Avenue, Grinnell, Iowa 50112. Notice shall be given to Landowner at 15365 S 12th Ave E, Grinnell, Iowa 50112.

9. Location of the billboard or outdoor bulletin shall be as shown on the attached Plat map or drawing identified hereto as Exhibit A.

10. The Landowner hereby acknowledges that a condition precedent to CITY's responsibility to pay under this Contract is the issuance and maintenance of a DOT permit for the outdoor bulletin or billboard display on Landowner's property. CITY shall be responsible for obtaining and maintaining said permit. In the event the permit is canceled or terminated by the DOT, this rental agreement shall terminate and the outdoor bulletin or billboard shall be removed by CITY. In such event, any rent owed under the Contract shall be abated. Landowner grants the CITY reasonable access to provide care and maintenance to the sign.

11. CITY shall be responsible for damage to Landowner's property occurring as a result of the installation, maintenance or removal of the billboard display upon the Landowner's property. CITY shall take all reasonable and necessary steps to protect Landowner's property from harm during said actions.

12. The dimensions and specifications of the outdoor bulletin or billboard to be installed, erected and maintained on Landowner's property by CITY will be up to : 12 feet by 24 feet.

13. This Contract is a covenant running with the land which shall bind subsequent purchasers, assignees and/or owners of the real estate described herein during the term of the contract.

Dan F. Agnew March 3, 2025

Mayor Dan F. Agnew
520 4th Avenue
Grinnell, Iowa 50112

Robert C. Bahrenfuse March 3/2025

Grinnell IA 50112

Robert Clair Bahrenfuse
15365 S 12th Ave E

Exhibit A – Sign Location