

**CITY OF CASCADE, IOWA  
COUNCIL MEETING AGENDA & PUBLIC NOTICE  
Monday, March 25, 2024, 6:00 P.M  
CITY HALL, 320 1ST AVE WEST**

NOTICE: Notice is hereby given that the Cascade City Council will hold a meeting at **6:00 PM** on Monday, March 25, 2024, at City Hall. Any visually or hearing-impaired person with special accessibility needs should contact the City Clerk at 563-852-3114.

Meetings are live streamed at [www.cityofcascade.org](http://www.cityofcascade.org) and Facebook Live

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Approve Agenda**
- 5. Public Comment (Limit 3 minutes per person-Agenda Items and Local Government Issues)**
- 6. Consent Agenda - Review and approve the following:**
  - 1. Minutes: City Council 3/11/24**
  - 2. March 25, 2024**
  - 3. Annual Liquor License Renewal- Biloani, LLC (dba The Bent-Rim)**
- 7. Open Public Hearing for Rezoning Library Lots**
- 8. Close Public Hearing**
- 9. Consideration of Ordinance #08-24 Public Library Lot Rezoning (First Reading)**
- 10. Consideration of Ordinance #06-24 Small Solar Systems Requirements for Special Exceptions (Third and Final Reading)**
- 11. Consideration of Resolution #31-24 Authorizing the use of a preliminary official statement in connection with the sale of General Obligation Corporate Purpose Bonds, Series 2024**
- 12. Consideration of Resolution #34-24 Change the City's Annual Debt Dissemination Agent - DA Davison**
- 13. Consideration of Resolutions #32-24 and #33-24 EMS Volunteer Compensation**
- 14. Consideration to Approve 37 Hours of Vacation Carryover for the City Admin to Be Used By 12-31-24**
- 15. Consideration of Resolution #30-24 to Appoint Sue Knepper to the Cascade Municipal Utilities Board of Trustees (3-2024 to 3-2030)**
- 16. FY25 Budget Discussion**
- 17. Reports - Police Chief, Library Furniture and City Administrator**
- 18. Reminder April 8 Property Tax Public Hearing at 5:30pm. Regular Council Meeting 6:00p.m.**
- 19. Public Comment (Limit 3 Minutes per person-only items on this agenda)**
- 20. Adjournment**

March 11, 2024  
City Council Meeting Minutes

The March 11, 2024 Regular City Council meeting was called to order at 6:00PM by Mayor Steve Knepper. The Pledge of Allegiance was recited. Delaney, Gehl, Hosch, Oliphant answered roll call. Rausch excused.

Motion Gehl, second Oliphant to approve the agenda. Four Ayes. Motion carried.

Motion Hosch, second Gehl to approve the consent agenda items: City Council Minutes 2/26/24; March 11, 2024 Claims and February 2024 Reports; and Annual Liquor License Renewal - Cascade Columbus Club. Four Ayes. Motion carried.

Motion Oliphant, second Delaney to Open Public Hearing to Enter into a General Obligation Loan Agreement. Roll Call vote. Four Ayes. Motion carried.

Motion Delaney, second Oliphant to Close Public Hearing to Enter into a General Obligation Loan Agreement. Roll Call vote. Four Ayes. Motion carried.

Motion Delaney, second Gehl to approve Resolution #26-24 Taking additional action on proposal to enter into a General Obligation Loan Agreement and providing for the levy of taxes to pay General Obligations Corporate Purpose Bonds, Series 2024. Roll Call vote. Four Ayes. Motion carried.

Motion Gehl, second Oliphant to approve Ordinance #06-24 Small Solar Systems Requirements for Special Exceptions (Final Readings). Roll Call vote. Four Ayes. Motion carried.

Motion Delaney, second Gehl to approve Ordinance #04-24 Refuse Collections (Final Reading). Roll Call vote. Four Ayes. Motion carried.

Motion Delaney, second Oliphant to approve Resolution #24-24 Approval of Building Lease for an EMS Facility at 129 Fox Street SE. Roll Call vote. Four Ayes. Motion carried.

Motion Delaney, second Oliphant to Waive the Three Meeting Approval Code and Adopt the Ordinance this Meeting. Roll Call vote. Four Ayes. Motion carried.

Motion Hosch, second Oliphant to approve Ordinance #07-24 EMS Fees (Second and Third Final Reading). Roll Call vote. Four Ayes. Motion carried.

Motion Oliphant, second Gehl to approve Resolution #25-24 to Appoint EMS Co-Directors Mike Donovan and Kim Lynch. Roll Call vote. Four Ayes. Motion carried.

Motion Delaney, second Gehl to approve Resolution #27-24 Hiring a Seasonal Maintenance Worker and GIS Locater. Roll Call vote. Four Ayes. Motion carried.

Motion Oliphant, second Hosch to approve Resolution #28-24 50% Advanced Downtown Housing Grant Payment to Iowa Main Street Investments. Roll Call vote. Four Ayes. Motion carried.

Motion Delaney, second Gehl to approve Resolution #29-24 Library Change Order Re Parking Lot Subbase. Roll Call vote. Four Ayes. Motion carried.

FY25 Budget discussion by Council and reports were given by the Police Chief Heim and City Administrator.

Motion Oliphant, second Hosch to adjourn at 7:27pm. Four Ayes. Motion carried.

Kathy Goerdt, City Clerk

Steven J. Knepper

INVOICE#	VENDOR NAME	INVOICE DESCRIPTION	INVOICE AMT	VENDOR TOTAL	CHECK#	CHECK DATE
03082024	ADVANTAGE ADMINISTRATORS	BENEFITS PAID-HEIM	593.40		14016237	3/14/24
03152024	ADVANTAGE ADMINISTRATORS	BENEFITS PAID-STANER	54.00		14016238	3/21/24
12292022	ADVANTAGE ADMINISTRATORS	PSF BUY DOWNS		647.40		
2178032605	AT&T	FEB INVOICE DUE		23.79		
0116	BROTHERS MARKET INC	DISTILLED WATER:CMU BATTERY		5.56		
181665	CASCADE LUMBER CO	FLAP DISCS	14.78			
182021	CASCADE LUMBER CO	48" LEVEL-SHOP	32.99			
930110	CASCADE LUMBER CO	SIMPLE GREEN	5.19			
CREDIT MEMO 858535	CASCADE LUMBER CO	CREDIT MEMO 858535	9.49-	43.47		
6052	CENTRAL IOWA TELEVISIONING LLC	FY 2024 MAINTENANCE CONTRACT		15,318.70		
1988759	CITY LAUNDERING CO	UNIFORMS/SUPPLIES	73.71			
1990998	CITY LAUNDERING CO	UNIFORMS/SUPPLIES	111.27	184.98		
2002403-IN	ENAQUA	FAN GUARD & FILTER ASSEMBLY		90.00		
287309338483X2272024	FIRST NET-AT&T MOBILITY	FEBRUARY FIRST NET BILL		2,127.52		
003107	GARLING CONSTRUCTION	LIBRARY:PAY APP # 02		87,790.61		
31493	GASSER FARM & HARDWARE LLC	NUTSETTER		6.49		
MARCH 24	GEHL LAWN SERVICE	SOCCER FIELD		250.00		
MARCH 24	GOERDT KATHY	MILEAGE REIMBURSEMENT:Q1 CLERK		20.10		
I00905017	GORDON FLESCH COMPANY INC	1/2 COPIER CONTRACT	148.01			
IN14596346	GORDON FLESCH COMPANY INC	COPIES:PRINTER IN LISA OFFICE	47.35	195.36		
6708726	HAWKINS INC	CHLORINE CYLINDER X 4	40.00			
6709401	HAWKINS INC	CHLORINE CYLINDER	10.00	50.00		
8041	HEIAR BROTHERS FENCING INC	DOG PARK FENCING		19,420.22		
30267	IAMU	ANNUAL DUES MAR 2024-FEB 2025		616.00		
OPER ID #13657	IOWA DEPT OF NATURAL RESOURCES	WATER GRADE 1 CERTIFICATE		60.00		
124EU05	IOWA DEPT OF PUBLIC SAFETY	FY24 OCT 23-DEC 23 IOWA SYSTEM		300.00		
PR20240308	IPERS	IPERS	3,362.17		14016235	3/22/24
PR20240314	IPERS	IPERS	3,469.85	6,832.02	14016235	3/22/24
PR20240314	IRS W/H	FED/FICA TAX		6,081.00	14016236	3/22/24
FY24	JONES COUNTY TOURISM	FY 2024 CONTRIBUTION		117.90		
216469	LYNCH DALLAS P.C.	ATTORNEY GENERAL MATTER FEES		166.50		
03/08/24	MAQUOKETA VALLEY COOP	LOCATION 54320266		154.96		
PR20240314	MISSION SQUARE RETIRE-#303939	ICMA PERCENTAGE		1,229.20	65607	3/22/24
0900871-IN	MUNICIPAL SUPPLY INC	WALL CHARGER & HAND STRAP		120.41		
PERMIT #1	POST MASTER	USPS MARKETING MAIL RENEWAL		320.00		
APRIL 2024	JOE OR PEG REIFF	EMS MONTHLY BLDG RENT		500.00		
273929	STATE HYGIENIC LABORATORY	WATER SUPPLY TESTING FEE		29.00		
PR20240308	TREAS STATE OF IOWA	STATE TAXES	905.16		14016234	3/22/24
PR20240314	TREAS STATE OF IOWA	STATE TAX	856.33	1,761.49	14016234	3/22/24
240720002367	WELLMARK BC/BS OF IA	APRIL 2024 PREMIUMS		10,948.05		
Accounts Payable Total				155,410.73		
Invoices: Paid				16,551.11		
Invoices: Scheduled				138,859.62		
Payroll Checks				20,057.37		
Report Total				175,468.10		

**CLAIMS REPORT**  
**CLAIMS FUND SUMMARY**

FUND	NAME	AMOUNT
001	GENERAL	49,623.07
016	PARTIAL SELF-FUND	647.40
110	ROAD USE TAX	5,218.19
370	LIBRARY CAPITAL PROJECT	87,790.61
600	WATER	8,489.67
610	SEWER	23,699.16
-----		
	TOTAL FUNDS	175,468.10

## Lisa Kotter

---

**From:** Kathy Goerd  
**Sent:** Friday, March 22, 2024 8:36 AM  
**To:** Lisa Kotter  
**Subject:** FW: License LC0033207 Renewal Notice Sent

---

**From:** noreply@salesforce.com <noreply@salesforce.com> **On Behalf Of** IOWA ABD Licensing Support  
**Sent:** Friday, March 22, 2024 5:05 AM  
**To:** Kathy Goerd <clerk@citycascade.com>  
**Subject:** License LC0033207 Renewal Notice Sent

Hello,

LC0033207 has been sent a Renewal Notice is now eligible for their renewal.

Corp Name: Biloani, LLC

DBA: Bent-Rim, The

License Number: LC0033207

Application Number: App-178654

Tentative Effective Date:

Application Type: Renewal

Amendment Type:

Thank you,  
The Iowa Alcoholic Beverages Division



## March 25, 2024 Agenda

**To: City Council, Mayor and Staff**  
**From: Lisa Kotter, City Administrator**  
**Date: March 22, 2024**  
**Re: Library Lots Rezoning Ordinance #08-24**

### Library Rezoning Ordinance #08-24

The Planning and Zoning Commission held a public hearing and are recommending the change of the two lots from R-1 Single Family Residential to C-2 General Retail. This C-2 District is the one that coincides with the permission to construct public community buildings. The C-2 code is in the packet.

The Planning and Zoning Commission held their public hearing with two residents (one household) working through their questions with me prior to the meeting. By the time the meeting took place, the residents were comfortable and supportive of the re-zoning. This meeting will include the City Council’s required public hearing. Due to the timing of the construction, my recommendation is to have this meeting include the first reading and then post April 8, 2024’s Council meeting for the second and third readings. The draft ordinance is in the packet.

Unrelated to the actual rezoning but related is the following: The library lots that were purchases were originally three separate lots. The western two have been combined. However, since the eastern most lot was placed in a separate TIF District than the other two, the three cannot legally be combined by the County Assessor’s office. Due to this situation, the Board of Adjustment has issued an internal lot line variance so that the building can be right on or slightly over the eastern lot line of the combined western lots. With this variance, I will be recording documentation that says the lots cannot be sold separately as that was a Board requirement to the variance.

**ORDINANCE #08-24**

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF CASCADE, IOWA BY REZONING PARCEL 1931351014 AND PARCEL 1931351013 FROM THE CURRENT ZONING DISTRICT CLASSIFICATION R-1 SINGLE FAMILY TO C-2 GENERAL RETAIL IN THE CITY OF CASCADE, IOWA**

WHEREAS, pursuant to the requirement of the Cascade Zoning Ordinance, the owner of 108 2<sup>nd</sup> Avenue SW and the vacant lot to the east of this lot, (Dubuque County Parcels 1931351014 Lot 8 & 9 East Cascade and 1931351013 Lots 1-7 East Cascade ), petitioned for rezoning of these two lots from R-1 Single Family to C-2 General Retail Commercial in the City of Cascade for the purpose of constructing a new public library; and,

WHEREAS, pursuant to the duly published notice in the March 6, 2024 edition of the Cascade Pioneer newspaper, the Cascade Planning & Zoning Commission held a public hearing on March 14, 2024 to review, consider and hear public comment on the rezoning request; and,

WHEREAS, pursuant to the duly published notice in the March 6, 2024 edition of the Cascade Pioneer newspaper, the Cascade City Council held a public hearing on March 25, 2024 to review, consider and hear public comment on the rezoning request; and,

WHEREAS, the Cascade Planning & Zoning Commission has approved the rezoning request and recommends to the Cascade City Council and the Cascade City Council concurs with the Planning & Zoning Commissions recommendation.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Cascade, Iowa, as follows:

Section I. That the Zoning Code of the City of Cascade, Iowa, is hereby amended by rezoning 1931351014 Lot 8 & 9 East Cascade and 1931351013 Lots 1-7 East Cascade from R-1 Single Family Residential to C-2 General Retail in the City of Cascade; and,

Section II. The City Clerk is hereby directed to make the above change on the Official Zoning Map of the City of Cascade, publish the ordinance in the Cascade Pioneer newspaper and submit the Ordinance and the attached map to the Dubuque County Recorder.

Section III. This ordinance shall take effect immediately upon publication as provided by law.

PASSED, APPROVED AND ADOPTED this 22<sup>nd</sup> day of April, 2024.

---

Steven Knepper, Mayor

---

Kathy Goerdts, City Clerk

First Reading  
Third Reading  
American Legal

Second Reading  
Publication

Application for Change of Zoning District Boundaries  
City of Cascade

APPLICANT INFORMATION

1. Name and address of applicant: City of Cascade  
320 1<sup>st</sup> Avenue West, PO Box 400 Cascade IA 52033  
563-852-3114 (Phone)

2. Location of property to be re-zoned: 108 2<sup>nd</sup> Avenue SW  
(Street Address)

3. Legal description of property: 1931351014 Lot8/9 and 1931351013 Lot 1-7 East Cascade  
(Lot Number (s), Block Number (s), Subdivision Name)

4. Present and requested zoning classification: R-1 C-2  
(Example A-1, R-1, C-2, M-1) (Present) (Proposed)

5. Existing and Proposed Uses of the Property:

The lots are currently vacant, but two of the three lots previously had a house on it and all three are zoned R-1 single family home. The homes were removed in Summer 23. The site will be used for the new library and the proper zoning for this public building a C-2 General Retail District.

6. Narrative statement of reasons why present zoning is no-longer valid.

The R-1 single family residential is no longer valid as the homes have been removed.

7. Attach a plat showing the location, dimensions, and use of the property and all property within 300 feet thereof including streets, alleys, and other prominent physical features.  
See attached

8. Attach the names and addresses of all property owners within 300 feet of property to be re-zoned. See attached.

9. Signature and date: Kathy Gaerdt 2-27-24  
(Applicants or Property Owners Signature) (Date)

10. Application Fee \$200 effective 1-1-23 (FEE WAIVED TO CITY)





### Layer List

- CAT 142
- CAT153
- Dubuque County TIF Boundaries
- 
- Dubuque Co Parcels
- Jones Co Parcels
- City Zoning Dittinct.
- A-1 Agncu ural
- R-1 S,nгле Family
- R-2 M,xed Family
- R-3 Multiple/Mobile Residential
- R-4 Multiple Res,dennal
- C-1 Highway CommerCM:11
- C-2 General Retail
- M-1 Light Induwiel
- M-2 Heavy Industrial



**Public Notification** ⌵ ✕

Select or search for a feature in the map

1931351014 ✕ 🔍

📍 ↖ 📏 📐 🌐 ★ 🔴

Apply a search distance

300 Feet

Address Layer

Ownership Parcels

Format

Comma-separated values (CSV)

34 addresses found; do you want to continue?

[Review](#) [Download](#)



City of Cascade  
320 1<sup>st</sup> Avenue West  
P.O. Box 400  
Cascade, Iowa 52033  
Ph. 563-852-3114  
[admin@citycascade.com](mailto:admin@citycascade.com)

### **NOTICE OF REZONING REQUEST**

The City is planning to hold a public hearing regarding the three lots located at 108 2<sup>nd</sup> Avenue SW to rezone all from R-1 Single Family Residential to C-2 General Retail for purposes of constructing a new library.

Notice is hereby given that on Thursday, March 14, 2024 at 6:00PM the Cascade Planning & Zoning Commission will hold a public hearing at City Hall, 320 1<sup>st</sup> Ave NW, to consider the rezoning request.

Notice is also given that on Monday, March 25, 2024 at 6:00PM the Cascade City Council will hold a public hearing at City Hall, 320 1<sup>st</sup> Ave NW, to consider the same rezoning request.

At the above designated time and place, an opportunity to be heard will be given on the request.

Lisa A. Kotter  
City Administrator

Publish March 6, 20204

**SHOP LOCAL, BUY LOCAL**

OwnerName	Linnet	City State PostalCode
AHECO HOLDINGS LLC	4282 BUFFALO CT NE	SOLON ,IA 52333
AHMANN, DAVID J & CHING, ROMMEL T	1741 NE 52ND ST	FT LAUDERDALE, FL 33334
CASCADE STORAGE FACILITY LLC	PO BOX 189	CASCADE ,IA 52033
GIBBS, EVAN M	108 3RD AVE SW	CASCADE ,IA 52033
HOSCH, WILLIAM N	108 GARFIELD ST NW	CASCADE ,IA 52033
IOWA MAIN STREET INVESTMENTS LLC	4282 BUFFALO CT	SOLON ,IA 52333
KURT, IVAN J & ELIZABETH A	8111ST AVE W PO BOX 643	CASCADE ,IA 52033-0643
LAMPE, JEROME R	PO BOX415	CASCADE ,IA 52033-0415
LEHMAN, PHILLIP J & JESICAH	605 GARFIELD ST SW	CASCADE ,IA 52033
LOEWEN-CRAFT LLC	209 MADISON ST SE	CASCADE ,IA 52033
LOPEZ, AMBER R	PO BOX 125	CASCADE ,IA 52033-0125
LUCAS, DANIELL	115 2ND AVE SW PO BOX 701	CASCADE ,IA 52033
MANTERNACH, ALICIA	211 BUCHANAN STSW	CASCADE ,IA 52033
MANTERNACH, DAREN	PO BOX755	CASCADE ,IA 52033
MCGUIRE, JOHN T & MARY KATHLEEN	805 5TH AVE SW	CASCADE ,IA 52033
MOORE, PATRICIAANN REVOCABLETRUS	24453 HIGHWAY 151	CASCADE ,IA 52033
MULLINS, NANCY A	12658 267TH ST	ZWINGLE ,IA 52079
NJCALLAHAN LLC	177 REDWOOD DR	CASCADE ,IA 52033
PALMER RENTAL PROPERTIES LLC	204 4TH AVE NE	FARLEY ,IA 52046
PAYNE, MARK R & ANGELA I	26477 KEARNEY RD	CASCADE ,IA 52033
RHOMBERG, DAVID J & JENNIFER M	504 6TH AVE SW	CASCADE ,IA 52033
ROE, GARRETT P & ALISHA I	105 2ND AVE SW	CASCADE ,IA 52033
ROSO PROPERTIES LLC	PO BOX746	CASCADE ,IA 52033-0746
SUPPLE, JAKE & ANGELA	2446 RECKER RD	HOPKINTON ,IA 52237
TB REAL ESTATE LLC	2042NDSTNE	WORTHINGTON ,IA 52078
THREE B PROPERTIES LLC	POBOX926	CASCADE ,IA 52033
WAGNER, JACLYN M & BENJAMIN B	302 3RD AVE SW	CASCADE ,IA 52033
WOOD, JOEL & CHERYL	PO BOX928	CASCADE ,IA 52033
ZOLLER, GEOFFREY G	1231ST AVEW	CASCADE ,IA 52033

C-2 GENERAL RETAIL DISTRICT

A. Statement of Intent. The "C-2" General Retail District is intended to accommodate a broad range of retail, wholesale, and commercial uses not necessarily dependent upon a highway location or serving the traveling public.

B. PERMITTED PRINCIPAL USES AND STRUCTURES	MINIMUM REQUIRED OFF-STREET PARKING
<ol style="list-style-type: none"> <li>1. Apartments above a store or shop.</li> <li>2. Automobile sales, service and repair.</li> <li>3. Farm implement sales, service and repair.</li> <li>4. Business and professional office and studios.</li> <li>5. Medical, dental and chiropractic clinics.</li> <li>6. Retail businesses.</li> <li>7. Person service and repair shops.</li> <li>8. Laundry or dry cleaning.</li> <li>9. Frozen food locker.</li> <li>10. Clubs and lodges.</li> <li>11. Public garages.</li> <li>12. Mini-warehouse.</li> <li>13. Storage garage.</li> <li>14. Parking lot.</li> <li>15. Plumbing, heating and electrical sales, service and repair shops.</li> <li>16. Blacksmith or welding shop.</li> <li>17. Printing shops.</li> <li>18. Restaurants, cafes, taverns.</li> </ol>	<p>No off-street parking required in this district.</p>

- 19. Commercial amusements.
- 20. Wholesale display and salesrooms.
- 21. Public and community buildings.
- 22. Hotels and motels.
- 23. Public utilities, but not including equipment storage or maintenance yards or buildings.

No off-street parking required in this district.

C. PERMITTED ACCESSORY USES AND STRUCTURES.

- 1. Uses and structures clearly incidental and necessary to the permitted principal uses or structures of this district.
- 2. Storage warehouses in conjunction with the permitted principal uses or structures of this district.
- 3. Temporary buildings used in conjunction with construction work, provided that such buildings are removed promptly upon completion of the construction work.
- 4. Satellite receivers.

D. SPECIAL EXCEPTION USES AND STRUCTURES. Subject to Section 165.34(2) and other requirements contained herein, the Board of Adjustment may permit the following:

- 1. Manufacturing, assembly and processing uses except the manufacture, warehousing, storage or blending of fertilizers, pesticides, insecticides or other chemicals that are combustible, explosive or of a toxic nature potentially dangerous to the health, safety and general welfare of the people of Cascade. All operations must be contained within the limits of the buildings. Minimum required off-street parking 1 space/employee plus 1 space/vehicle used by the industry.

E. MINIMUM LOT AREA, WIDTH	MINIMUM YARD REQUIREMENTS	MAXIMUM HEIGHT
Commercial Uses:  No Minimum	None except where apartments are above a shop or store, a rear yard of 20-feet shall be	4-stories or 50-feet.

	provided and where adjacent to an "R" district, a front or side yard of 10-feet and a rear yard of 20-feet shall be provided.	
--	---	--

F. PERMITTED SIGNS.

1. Advertising signs, billboards and trade, business or industry identification signs provided that:
  - a) Free standing signs do not exceed 25 feet in height.
  - b) Signs to a building shall not project above the height of the building or more than four (4) feet from the wall of the building.
  - c) No sign shall exceed 100 sq. ft. in area nor shall any sign cover more than ten (10) percent of the building face on which it is mounted.
2. No sign or billboard shall be located in, overhang or project into a required yard.
3. All signs and billboards shall be maintained in a neat and presentable condition and in the event their use shall cease, they shall be promptly removed and the surrounding area restored to a condition free from refuse and rubbish.
4. See Supplementary District Regulations (Section 165.12).

G. SPECIAL REQUIREMENTS.

1. See Supplementary District Regulations (Section 165.12).



## March 25, 2024 Agenda

**To: City Council, Mayor and Staff**

**From: Lisa Kotter, City Administrator**

**Date: March 22, 2024**

**Re: Solar System Requirement for Special Exception Ordinance**

**Solar Draft Ordinance #06-24**

**This will be the third and final reading of this ordinance.**

**This request to make a code change originated from discussion at the Board of Adjustment meeting. This Board is the body that must review Special Exception applications. A special exception is required for any solar system being installed. The code clarifies that a small vs large system is a cutoff of 15KW of power being generated from the system. The Board thought no small systems in residential areas needed to have a review by the Board. These systems have become much more common and other cities are also eliminating this type of higher-level review.**

**Even if the Special Exception requirement was eliminated, all systems still must go through Utility approval and a building permit. If the Special exception is eliminated, there would no longer be a notice sent to neighbors within 200ft. We have issued two of these permits since I have been here and neither one had any neighbors appear at the public hearing. The main difference would be to eliminate the need for residential solar projects to have to come before the City and have a Public Hearing. We define small and large projects, and the change eliminates the Special Exception for small, roof top projects only. Small ground mount and large projects (15KW or higher) would still come before the Board.**

**The Planning and Zoning Commission and Council both agreed to exempt only roof mounted, small solar systems from needing a special exception.**

**The Planning and Zoning Commission and Council both public hearings in February, as required by law. The draft ordinance is in the packet.**



**ORDINANCE NO. 06-24**

**AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF CASCADE, IOWA, TO AMEND SOLAR ENERGY SYSTEMS.**

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

**SECTION 1. PURPOSE.** The purpose of this Ordinance is to amend the requirements to install a small solar energy system and no longer require the small systems to be subject to a special exception permit process. The Board of Adjustment will continue to review the large solar energy system.

**SECTION 2. SECTIONS AMENDED.** The following sections of Chapter 165 of the Code of Ordinances of the City of Cascade, Iowa, are amended as follows:

165.11 Schedules of District Regulations.

A-1 AGRICULTURAL DISTRICT

D. SPECIAL EXCEPTION USES AND STRUCTURES. Subject to Section 165.34(2) and other requirements contained herein, the Board of Adjustment may permit the following:

3. Small ground mount and Large Solar energy systems in accordance with §§ 165.51–165.56 of this Code of Ordinances.

R-1 SINGLE-FAMILY RESIDENTIAL DISTRICT

D. SPECIAL EXCEPTION USES AND STRUCTURES. Subject to Section 165.34(2) and other requirements contained herein, the Board of Adjustment may permit the following:

5. Large Solar energy systems in accordance with §§ 165.51–165.56 of this Code of Ordinances.

R-2 MIXED RESIDENTIAL DISTRICT

D. SPECIAL EXCEPTION USES AND STRUCTURES. Subject to Section 165.34(2) and other requirements contained herein, the Board of Adjustment may permit the following:

4. Small ground mount and Large Solar energy systems in accordance with §§ 165.51–165.56 of this Code of Ordinances.

R-3 MULTIPLE/MOBILE RESIDENTIAL DISTRICT

D. SPECIAL EXCEPTION USES AND STRUCTURES. Subject to Section 165.34(2) and other requirements contained herein, the Board of Adjustment may permit the following:

2. Small ground mount and Large Solar energy systems in accordance with §§ 165.51–165.56 of this Code of Ordinances.

R-4 MULTIPLE RESIDENTIAL DISTRICT

D. SPECIAL EXCEPTION USES AND STRUCTURES. Subject to Section 165.34(2) and other requirements contained herein, the Board of Adjustment may permit the following:

3. Small ground mount and Large Solar energy systems in accordance with §§ 165.51–165.56 of this Code of Ordinances.

C-1 HIGHWAY COMMERCIAL DISTRICT

D. SPECIAL EXCEPTION USES AND STRUCTURES. Subject to Section 165.34(2) and other requirements contained herein, the Board of Adjustment may permit the following:

4. Small ground mount and Large Solar energy systems in accordance with §§ 165.51–165.56 of this Code of Ordinances.

C-2 GENERAL RETAIL DISTRICT

D. SPECIAL EXCEPTION USES AND STRUCTURES. Subject to Section 165.34(2) and other requirements contained herein, the Board of Adjustment may permit the following:

5. Small ground mount and Large Solar energy systems in accordance with §§ 165.51–165.56 of this Code of Ordinances.

M-1 LIGHT INDUSTRIAL DISTRICT

D. SPECIAL EXCEPTION USES AND STRUCTURES. Subject to Section 165.34(2) and other requirements contained herein, the Board of Adjustment may permit the following:

5. Small ground mount and Large Solar energy systems in accordance with §§ 165.51–165.56 of this Code of Ordinances.

M-2 HEAVY INDUSTRIAL DISTRICT

D. SPECIAL EXCEPTION USES AND STRUCTURES. Subject to Section 165.34(2) and other requirements contained herein, the Board of Adjustment may permit the following:

9. Small ground mount and Large Solar energy systems in accordance with §§ 165.51–165.56 of this Code of Ordinances.

**ARTICLE 6. SOLAR ENERGY SYSTEMS**

165.56 Review and Approval of Application. Within sixty (60) days of receiving the application for ~~an~~ a small ground mount and large SES, the City shall schedule a public hearing before the Board of Adjustment. Notice shall be given to the public no less than four (4) days and no more than twenty (20) days prior to the public hearing by publication in the official City newspaper and to all owners of property within two-hundred feet (200') of the proposed SES site by ordinary mail. Approval of a Special Exception for an SES shall be valid for a period no longer than two (2) years from the date of such permit, unless construction has commenced or the Board of Adjustment specifically grants a longer period of time for the zoning permit. The approval and issuance of a Special Exception for the construction or installation of any SES, under this ordinance, shall not relieve any permittee, applicant, or owner from compliance with all legal requirements nor relieve the permittee, applicant, or owner of any liability for damage or loss resulting from the placement, construction, or maintenance of such SES. The City assumes no liability whatsoever by virtue of the issuance of a Special Exception for an SES.

**SECTION 4. REPEALER.** All other sections of this Ordinance in conflict with these provisions shall be repealed.

**SECTION 5. SEVERABILITY.** If any section, provision, or part of this Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall have no effect on the validity of the Ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

**SECTION 6. EFFECTIVE DATE.** This Ordinance shall be in full force and effect from and after its adoption and publication as provided by law.

Passed by the Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Steve Knepper, Mayor

ATTEST:

\_\_\_\_\_  
Kathy Goerdts, City Clerk

First Reading: February 26, 2024  
Third Reading  
American Legal

Second Reading March 11, 2024  
Publication



## March 25, 2024 Agenda

**To: City Council, Mayor and Staff**

**From: Lisa Kotter, City Administrator**

**Date: March 22, 2024**

**Re: Permission to Solicit Interest in Bonds/New City Debt**

At the last meeting the Council held a public hearing for the upcoming debt issuance that will fund Highway 136, the Library and the Street Sweeper. At that meeting the Council gave itself the authority to borrow up to \$830K. The next step in the process is for the Council to approve seeking proposals from financial institutions that are interested in purchasing the bonds. If Resolution #31-24 is approved, these meetings will take place over the next two weeks. If approved, DA Davidson would then present the final proposals to the City Council at the April 8 meeting. The actual closing on the funds would happen in late April or May.

You are also receiving a separate document for the debt for you review. It is 33 pages, so I have not included in the full regular packet.

### Background Info

As the Council is aware it has been discussed that the Highway 136 project funding would be borrowed when the library funding is also borrowed. The Library funding was approved back in Fall 2022 in an amount not to exceed \$1M. The option for the Library and Hwy 136 is to use TIF funding for repayment.

This borrowing for the Highway 136 project must have its own public hearing and approval process. Even though we will not borrow until Spring or Summer, we need to get this hearing set and conducted prior to the final budget adoption. This is so that we have the right to levy taxes to make the first set of debt payments in the FY25 budget.

We have also added the option to pay for the sweeper via debt levy by adding this to this borrowing. There are pros and cons to this idea. If we are looking to pay for the sweeper using tax dollars vs road use tax dollars, we can now levy the debt if it is included in this Spring 24 borrowing. That would open up some more road use dollars for other pieces of Public Works equipment that are coming in need of replacement. We also looked at paying it off over 5 years instead of Three to again allow some more funds to open up for future equipment. The downside to adding it to the new debt is that we would pay \$1,000 more in total for the sweeper debt. For the purposes of this public hearing notice, we can keep the sweeper in the highest amount and the Council can decide and debt borrowing time if you want to include it or not. The number in this publication has to be the maximum that we would borrow.

We listed the amount of \$860,000 which is for both the highway and sweeper. Although not included in this public hearing, we also would be borrowing \$550,000 towards the library when we complete this work in Spring or Summer.

RESOLUTION NO. 31-24

Resolution authorizing the use of a preliminary official statement in connection with the sale of General Obligation Corporate Purpose Bonds, Series 2024

WHEREAS, the City of Cascade (the “City”), in Dubuque and Jones Counties, State of Iowa, heretofore proposed to enter into a General Obligation Library Loan Agreement (the “2022 Loan Agreement”) and to borrow money thereunder in a principal amount not to exceed \$1,000,000, pursuant to the provisions of Section 384.24A and 384.24.3(q) of the Code of Iowa, for the purpose of paying the cost, to that extent, of undertaking the Municipal Library Development Project, an urban renewal project in the Cascade Urban Renewal Area authorized by action of the City Council on September 12, 2022, and in lieu of calling an election upon such proposal, has published notice of the proposed action, including notice of the right to petition for an election, and has held a hearing thereon, and as of October 24, 2022, no petition has been filed with the City asking that the question of entering into the 2022 Loan Agreement be submitted to the registered voters of the City; and

WHEREAS, the City has used a portion of its borrowing authority under the 2022 Loan Agreement to enter into a certain \$250,000 General Obligation credit facility with Central Iowa Power Cooperative for a portion of the funding of the Municipal Library Development Project; and

WHEREAS, the City will use a portion of its borrowing authority under the 2022 Loan Agreement to enter into a certain \$200,000 General Obligation credit facility with Dubuque County for another portion of the funding of the Municipal Library Development Project; and

WHEREAS, the City will use the remainder of its borrowing authority (\$550,000) under the 2022 Loan Agreement to complete the financing of the Municipal Library Development Project as hereinafter set forth; and

WHEREAS, the City has also proposed to enter into an additional General Obligation Loan Agreement (the “2024 Loan Agreement”), pursuant to the provisions of Section 384.24A of the Code of Iowa, and to borrow money thereunder in a principal amount not to exceed \$860,000 for the purpose of paying the costs, to that extent, of (1) constructing street, water system, sanitary sewer, and storm water drainage improvements; and (2) current refunding a \$105,000 Promissory Note, dated May 1, 2023, which was previously issued to fund the acquisition of a street sweeper, and has published notice of the proposed action and has held a hearing on such 2024 Loan Agreement on March 11, 2024; and

WHEREAS, pursuant to the provisions of Section 384.28 of the Code of Iowa, the City intends to combine its remaining authority to enter into the 2022 Loan Agreement and its authority to enter into the 2024 Loan Agreement into a single loan agreement (the “Loan Agreement”) and to issue General Obligation Corporate Purpose Bonds, Series 2024 (the “Bonds”) in evidence of its obligation thereunder; and

WHEREAS, a Preliminary Official Statement (the “P.O.S.”) has been prepared to facilitate the sale of the Bonds to be issued in evidence of the City’s obligation under the Loan

Agreement, and it is now necessary to make provision for the approval of the P.O.S. and to authorize its use by D.A. Davidson & Co. (the “Underwriter”) as the underwriter of the issuance of the Bonds;

NOW, THEREFORE, Be It Resolved by the City Council of the City of Cascade, Iowa, as follows:

Section 1. The remaining borrowing authority (\$550,000) under the 2022 Loan Agreement and the 2024 Loan Agreement are hereby combined into the Loan Agreement. The City Administrator is hereby authorized to take such action as shall be deemed necessary and appropriate with the assistance of Dorsey & Whitney, LLP (the “Disclosure Counsel”) to prepare the P.O.S. describing the Bonds and providing for the terms and conditions of their sale, and all action heretofore taken in this regard is hereby ratified and approved.

Section 2. The use by the Underwriter of the P.O.S. relating to the Bonds in substantially the form as has been presented to and considered by the City is hereby approved, and the Underwriter, together with Disclosure Counsel, is hereby authorized to prepare and use a final Official Statement for the Bonds substantially in the form of the P.O.S. but with such changes therein as are required to conform the same to the terms of the Bonds and the resolution, when adopted, providing for the sale and issuance of the Bonds, and the appropriate city officials are hereby authorized and directed to execute a final Official Statement for the Bonds, if requested. The P.O.S. as of its date is deemed final by the City within the meaning of Rule 15(c)(2)-12 of the Securities and Exchange Commission.

Section 3. Further action with respect to the Loan Agreement and the Bonds is hereby adjourned to the City Council meeting on April 8, 2024.

Section 4. All resolutions or parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

Section 5. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

Passed and approved March 25, 2024.

---

Steve Knepper, Mayor

Attest:

---

Kathy Goerdts, City Clerk



## March 25, 2024 Agenda

**To: City Council, Mayor and Staff**  
**From: Lisa Kotter, City Administrator**  
**Date: March 22, 2024**  
**Re: Debt Dissemination Agent**

I am recommending that we switch from our current Debt Dissemination Agent Northland Securities to our current Financial Advisor DA Davidson. While there is nothing wrong with the work being done by Northland, it would create better continuity to have the agent be the same firm as our financial advisors. The tasks done by the agent are all related to current debt and reports that must be filed for each borrowing. When we use the same company, it creates less chance that something is missed and eliminates the need for City staff to go back and forth to be sure the agent stays informed of any new debt, or re-financing. Our relationship with Northland started many years ago with an employee who is no longer there so we were just switched to another employee that reaches out each year when the forms are due.

Resolution #34-24 is prepared for consideration if the Council is willing to switch our agent to DA Davidson.

**RESOLUTION #34-24**

**A RESOLUTION TO APPOINT DA DAVIDSON TO SERVE AS THE CITY'S ANNUAL DEBT DISSEMINATION AGENT FOR THE CITY OF CASCADE**

WHEREAS, the City uses DA Davidson as its financial advisor for any debt service needs; and,

WHEREAS, the City has used Northland Securities in the past to complete the annual debt disclosure responsibilities and that relationship began with a past employee of Northland Securities and when this firm was also performing other debt related services; and,

WHEREAS, the City Council believes that having continuity between the financial services firm and the debt dissemination firm is wise as there is no disconnect or missed information and the same firm is allowed to perform both services.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Cascade, Iowa appoints DA Davidson as the City's debt dissemination agent, directs staff to inform Northland Securities of this decision and sign the DA Davidson agreement, attached as Exhibit A.

PASSED, APPROVED AND ADOPTED this 25<sup>th</sup> day of March, 2024.

\_\_\_\_\_  
Steve Knepper, Mayor

ATTEST:

\_\_\_\_\_  
Kathy Goerdts, City Clerk



## DISSEMINATION AGENT AGREEMENT

This Dissemination Agent Agreement dated March 19, 2024 (as amended from time to time, this “**Agreement**”) is entered into between D.A. Davidson & Co. (“**Davidson**”) and the City of Cascade, Iowa (the “**Obligated Party**”), whereby Davidson agrees to serve as dissemination agent to the Obligated Party to assist the Obligated Party with compliance with its written undertakings to provide certain secondary market disclosure information to the Municipal Securities Rulemaking Board (“**MSRB**”) with respect to certain outstanding municipal securities identified in Exhibit A hereto in accordance with requirements of Rule 15c2-12 (the “**Rule**”) of the United States Securities and Exchange Commission promulgated under the Securities Exchange Act of 1934 as in effect on the date of each undertaking (the “**Act**”).

This Agreement applies to the municipal securities described in Exhibit A hereto (collectively, the “**Securities**”) for which the Obligated Party has undertaken to provide certain ongoing secondary market disclosures pursuant to the Rule and the Obligated Party’s written undertakings identified in Exhibit A hereto (collectively, the “**Undertakings**”). This Agreement also covers any additional municipal securities subsequently issued and described in a supplement to this Agreement in the form of Exhibit B, attached hereto, which forms an amendment hereto and will be fully incorporated herein.

### 1. SERVICES TO BE PROVIDED

Davidson agrees to perform the following services for the benefit of the Obligated Party:

- A. Review the Obligated Party’s outstanding Undertakings;
- B. Notify the Obligated Party at the appropriate time each year to remind the Obligated Party of the nature and timing of its obligation under the Undertakings;
- C. Obtain relevant demographic and tax information from available governmental sources or other third party information providers in order to assist the Obligated Party in preparation of operating and financial information disclosures (together, the “Annual Report”) required by the Undertakings;
- D. Assemble and tabulate operating information obtained by Davidson and/or provided by the Obligated Party as required by the Undertakings;
- E. Receive from the Obligated Party its annual financial information in form and content required by the Undertakings;
- F. Provide to the Obligated Party copies of the Annual Report to be disseminated to the MSRB;
- G. Unless otherwise directed in writing by the Obligated Party prior to the date required in the Undertakings for dissemination to the MSRB, disseminate and provide receipt of filing of Annual Reports to the MSRB on or before the submission deadline date(s); and
- H. At the direction of the Obligated Party, disseminate and provide receipt of filing of notices to the MSRB of the occurrence of events (each, an “Event Notice” and, together with the Annual Report, the “Disclosure Information”) specified in the Undertakings.

## 2. RESPONSIBILITIES OF THE OBLIGATED PARTY

The Obligated Party agrees to cooperate with Davidson to collect and provide the Disclosure Information on a timely basis to allow Davidson to disseminate the same on or before the deadlines therefor set forth in the Undertakings.

The Obligated Party will provide Davidson with an electronic copy, in word-searchable portal document format (PDF), of its Annual Report, including audited financial statements if required by the Undertakings, as soon as possible after receipt and approval (if applicable) thereof by the Obligated Party but in all instances in sufficient time to allow Davidson to submit the same to the MSRB on or prior to the deadline dates specified in the Undertakings.

The Obligated Party will inform Davidson of the occurrence of any event required to be disclosed by the Undertakings as soon as practicable after it has, or is deemed to have, knowledge thereof.

## 3. ANNUAL FEES

For its services hereunder, Davidson shall be paid the Annual Fee. “*Annual Fee*” means, with respect to any calendar year or portion thereof, payable on or about the date of execution and delivery of this Agreement for the first such calendar year and thereafter on or prior to the anniversary date of this Agreement, the sum of (i) \$500 per year for any issuer that is required to file with a National Repository only its audited financial statements, or (ii) \$1,000 per year for any issuer that is required to file with a National Repository its audited financial statements and additional operating data information. The Annual Fee with respect to any calendar year shall also include an amount equal to \$250 for each Significant Event that requires disclosure during such calendar year, which fee shall be payable within ten days of receipt by the Issuer of an invoice relating thereto from the Dissemination Agent. In addition, the Obligated Party shall reimburse Davidson for out of pocket expenses incurred in preparing the Disclosure Information.

## 4. MUNICIPAL ADVISOR DISCLAIMER

The Obligated Party and Davidson intend and agree that the performance of services by Davidson under this Agreement does not constitute the provision of municipal advisory activities within the meaning of Rule 15Ba1-1(e) of the Act and does not create or impose a duty on Davidson to advise the Obligated Party with respect to the issuance of municipal securities or municipal financial products (as defined in the Act). In providing the services described herein, Davidson is not recommending any action to any person, and the services provided by Davidson herein are not intended to be, and shall not be construed as, a “recommendation” or “advice” within the meaning of Section 15B of the Act and the regulations promulgated thereunder. Davidson is not acting as an advisor to any person and does not owe a fiduciary duty pursuant to Section 15B of the Act and the regulations promulgated thereunder with respect to services provided by this Agreement.

## 5. LEGAL ADVICE DISCLAIMER

The Obligated Party acknowledges and understands that other state and federal laws, rules and regulations, including but not limited to the Securities Act of 1933, as amended, and Rule 10b-5 promulgated under the Act, may apply to the Obligated Party, and that the failure of Davidson to advise the Obligated Party of the Obligated Party’s responsibilities under such laws, rules and regulations shall not constitute a breach by Davidson of any of its duties and responsibilities under this Agreement. The Obligated Party acknowledges and understands that (i) Davidson is not acting in any legal, accounting or financial capacity with the Obligated Party under this Agreement and is not providing legal, accounting or financial advice with respect

to any federal or state laws rules, or regulations; and (ii) the duties of Davidson under this Agreement relate exclusively to the performance of administrative tasks set forth in Section 2 hereof on behalf of the Obligated Party. The Obligated Party should consult with its own legal, accounting and financial professionals for advice with respect to compliance with other state and federal laws, rules and regulations applicable to the Obligated Party.

#### 6. LIMITATION OF LIABILITY

Davidson shall have only such duties as are specifically set forth in Section 2 of this Agreement. Davidson's obligation to disseminate the Disclosure Information at the times and with the content described in the Undertakings shall be limited solely to the extent the Obligated Party has provided the foregoing to Davidson as required by this Agreement. Davidson shall have no duty to review and verify the accuracy or completeness of any Disclosure Information provided by the Obligated Party or other sources reasonably believed by Davidson to be reliable, and the Obligated Party hereby disclaims and releases Davidson from any responsibility to the holders of the Securities or any other party pursuant to this Agreement. Davidson shall have no responsibility for the failure of the Obligated Party to report in a timely manner to Davidson a Notice Event or a duty to determine the materiality thereof. Davidson shall have no duty to determine, or liability for failure to determine, whether the Obligated Party has complied with the Undertakings. Davidson may rely exclusively upon certifications of the Obligated Party at all times.

#### 7. TERMINATION

This Agreement will automatically terminate with respect to an issue of Securities upon the termination of any Undertaking relating to those Securities. The Obligated Party may discharge Davidson upon giving 30 days written notice to Davidson with or without appointing a successor to act in such capacity. The Dissemination Agent may terminate its duties hereunder upon giving 30 days' written notice to the Obligated Party with or without a successor being available for appointment by the Obligated Party.

#### 8. WAIVER OF JURY TRIAL

EACH OF THE PARTIES HEREBY AGREES TO WAIVE ANY RIGHT TO A TRIAL BY JURY WITH RESPECT TO ANY CLAIM, COUNTERCLAIM OR ACTION ARISING OUT OF OR IN CONNECTION WITH THIS AGREEMENT OR THE TRANSACTIONS CONTEMPLATED HEREBY OR THE RELATIONSHIP BETWEEN THE PARTIES. THE PARTIES AGREE TO WAIVE CONSEQUENTIAL AND PUNITIVE DAMAGES.

#### 9. GOVERNING LAW

The laws of the State of Iowa shall govern this Agreement.

#### 10. ADDRESSES FOR NOTICES

All notices and other communications called for hereunder shall be made in writing via hand delivery, first class mail, postage prepaid, overnight delivery by reputable courier service, or by electronic mail, and shall be deemed to have been duly made or given when delivered by hand or received by overnight delivery or first class mail or, in the case of electronic mail delivery, when transmitted, answer back received. All notices provided hereunder shall be addressed as follows:

If to Obligated Party:

City of Cascade  
320 1st Avenue W  
PO Box 400  
Cascade, IA 52033  
Attention: Lisa Kotter  
Email: [admin@citycascade.com](mailto:admin@citycascade.com)

If to Davidson:

D. A. Davidson  
  
Des Moines, Iowa,  
Attention: Scott Stevenson, Managing Director, Public Finance  
Email: [sstevenson@dadco.com](mailto:sstevenson@dadco.com)

11. BENEFICIARIES

This Agreement shall inure solely to the benefit of the Obligated Party and Davidson, and shall create no rights in any other person or entity.

12. MISCELLANEOUS

This Agreement embodies the entire agreement and understanding between the parties hereto and, unless otherwise indicated, supersedes all prior agreements and understandings relating to the subject matter hereof. If any provision of this Agreement is determined to be invalid or unenforceable in any respect, such determination will not affect such provision in any other respect or any other provision of this Agreement, which will remain in full force and effect. This Agreement may not be amended or otherwise modified or waived, except by an instrument in writing signed by both Davidson and the Obligated Party.

13. COUNTERPARTS

This Agreement may be executed in counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument.

**IN WITNESS WHEREOF**, the Obligated Party and the Dissemination Agent have each caused this Dissemination Agreement to be executed by their duly authorized officers as of the date first above written.

**CITY OF CASCADE, IOWA**

By: \_\_\_\_\_  
Signature \_\_\_\_\_  
Name \_\_\_\_\_  
Title \_\_\_\_\_

ATTEST:

By: \_\_\_\_\_  
Signature \_\_\_\_\_  
Name \_\_\_\_\_  
Title \_\_\_\_\_

[SEAL]

**D.A. Davidson & CO.**, in its capacity as  
Dissemination Agent

By: *Scott M. Stevenson*  
Signature \_\_\_\_\_  
Name Scott Stevenson  
Title Managing Director

**EXHIBIT A**

**SECURITIES ISSUES SUBJECT TO CONTINUING DISCLOSURE**

City of Cascade, Iowa

**Base CUSIP 147294**

\$1,320,000 General Obligation Bonds, Series 2024  
\$1,965,000 General Obligation Swimming Pool Bonds, Series 2019A  
\$1,110,000 General Obligation Corporate Purpose Bonds, Series 2017A

**EXHIBIT B – FORM OF SUPPLEMENT TO SERVE AS  
DISSEMINATION AGENT**

March 19, 2024

City of Cascade  
320 1st Avenue W  
PO Box 400  
Cascade, IA 52033

Re: Supplement to Dissemination Agent Agreement, dated March 19, 2024 between D.A. Davidson and the City of Cascade, Iowa, (the “Dissemination Agreement”)

Pursuant to the Dissemination Agent Agreement, dated March 19, 2024 between D.A. Davidson and City of Cascade, Iowa, (the “Obligated Party”), Davidson agreed to provide certain secondary market disclosure dissemination services to the Obligated Party with respect one or more contractual undertakings of the Obligated Party to disseminate certain continuing operating and financial information and notices of certain enumerated events to the MSRB. The parties to the Dissemination Agreement hereby agree to amend the Dissemination Agreement to add the following subject securities:

Name of Municipal Securities

Name and Date of Undertaking

A copy of the Undertaking is attached hereto.

The parties hereto agree that this supplement amends the Dissemination Agreement and is fully incorporated therein in all of its terms.

D. A. DAVIDSON



\_\_\_\_\_  
Managing Director

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

CITY OF CASCADE, IOWA

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



## March 25, 2024 Agenda

**To: Mayor, City Council and Staff**  
**From: Lisa Kotter, City Administrator**  
**Date: March 22, 2024**  
**Re: EMS Volunteer Compensation**

As a part of the EMS consultant's review, it was identified that the Council should consider compensating volunteers on an hourly basis for calls for service. To transition from the current system to the new proposal, I have drafted two resolutions. One identifies I will complete one final compensation for FY24 from July 1 to March 31 in the way the officers previously were paid. This resolution then ends this system and requires one final payment from the City to the EMS Service in the amount of \$1,053.44. While the payment due to the volunteers is \$7,695, the service has \$6,641.66 remaining in the bank account that is to be used for compensation. Once these final 9-month payments are made the bank account will be closed.

If Resolution #32-24 is approved, then the Council can move to consider a new compensation plan which was recommended by the consultants. The new structure will be to pay those that respond to calls and the per hour amount is based on the training and certification the person has. If approved, beginning April 1, 2024, the pay would be at \$19 per hour for drivers, \$22 per hour for EMTs, and \$25 per hour for RN or Paramedics, rounded to the nearest quarter hour. Resolution #33-24 outlines the proposal for consideration.



**RESOLUTION #32-24**

**A RESOLUTION APPROVING EMS VOLUNTEER STIPENDS WITH REMAINING FUNDS FROM FY22 AND FY23 AND J FOR THE CITY OF CASCADE, IOWA**

WHEREAS, City code requires that all volunteer stipends are approved by the City Council in code 3-14-3; and,

WHEREAS, the City Council allocated \$12,000 for EMS Volunteer Compensation for each of FY22 and FY23; and,

WHEREAS, the EMS Volunteers had previously received an annual amount of \$10,000 in FY21 and continued to pay the volunteers in the amount of \$10,000 during the FY22 and FY23, and;

WHEREAS, due to the actual distribution of the volunteer compensation being less than the amount allocated, there is a balance from those two years of approximately \$4,000; and,

WHEREAS, the EMS Service volunteers have agreed not to have the City provide any backpay from the already distributed compensation for FY22 and FY23; and,

WHEREAS, the City Council intends to compensate the EMS volunteers in the same way they were compensated in previous years from July 1, 2023 to March 31, 2024, based on a \$12,000 annual volunteer compensation amount, and then begin a new form of compensation as outlined in Resolution #33-24; and,

WHEREAS, the amount needed for this nine-month compensation is \$7,695 and the funds used for this expense will be \$6,641.56 from the EMS Bank account and an additional \$1,053.44 given from the City to the EMS Service, see Exhibit A.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Cascade, Iowa, approves the allocation of \$ from the City's EMS Volunteer Compensation account to be paid to EMS Volunteers for services provided from July 1, 2023 to March 31, 2024. The EMS Treasurer is directed to use the current funds in the EMS Volunteer Compensation Bank Account, adding to it the amount of \$ and provide this compensation for July 1, 2023 to March 31, 2024. After those checks have been cashed, the EMS Treasurer is directed to discontinue this bank account, as the City will provide direct compensation to the EMS Volunteers through payroll checks beginning April 1, 2024 as outlined in Resolution #33-24.

PASSED, APPROVED AND ADOPTED this 25th day of March, 2024.

\_\_\_\_\_  
Steve Knepper, Mayor

ATTEST:

\_\_\_\_\_  
Kathy Goerd, City Clerk

**Resolution #32-24 Exhibit A**

Name -current office position	Certification	7/1/19-6/30/20	7/1/20-6/31/21	7/1/20-6/30/22	7/1/22-6/30/23	7/1/23-6/30/24	2023-2024 per month	7/1/23-3/31/24 lump sum
Mike Donovan-Director/operations manager/purchasing	Paramec	\$845	\$2,640	\$1,980	\$2,640	\$660	\$220	\$1,980
Chris Felton-assistant director/IT manager	EMT	\$170	\$1,800	\$2,400	\$2,400	\$600	\$200	\$1,800
Pam Barton-QA/ICD10 Manager		\$750	\$2,025	\$1,620	\$1,620	\$405	\$135	\$1,215
Peg Reiff-QA/insurance liasion		\$750	\$1,875	\$1,500	\$1,500	\$375	\$125	\$500 7/1/23-10/31/24
Trish Conter-secretary/educator	Paramec	\$1,220	\$450	\$600	\$600	\$150	\$50	\$450
Jill Leytem	Nurse	\$140						
Kim Lynch-Finance	EMT	\$10	\$675	\$900	\$900	\$225	\$75	\$675
Steve Moran-maintenance	EMT	\$390	\$450	\$600	\$600	\$150	\$50	\$450
Todd Merfeld	EMT	\$55						
Bill Donovan	Driver	\$870						
Paige Klocke	Nurse	\$195						
Mireille Gudenkauf	EMT	\$45					\$125	\$625 11/1/23-3/31/24
Bert Kraai	Driver	\$20						
Denny Green	Driver	\$20						
Michelle Gehl	Driver							
Totals for fiscal yr.		\$5,480	\$9,915	\$9,600	\$10,260	\$2,565	<b>FY24 Total</b>	<b>\$7,695</b> 3 qtrs of fiscal yr.
Amount Given by City for Stipends			\$10,000	\$12,000	\$12,000	\$0	<b>7-1 to 3-31</b>	
			\$85	\$2,400	\$1,740	(\$2,565)		

this was pd on 7/1/23, but was from service provided 4/1/23-6/30/23

Current Balance in Stiphen checkbook 3/22/24

\*part of 2019-2020 fiscal year the officers forfeited their monies and gave them back to whomever went on calls, trying to encourage more involvement.

**Bank Account \$6,641.56**  
**City Payment FY24 \$1,053.44**

**RESOLUTION #33-24**

**A RESOLUTION APPROVING EMS VOLUNTEER STIPENDS BEGINNING APRIL 1, 2024 FOR THE CITY OF CASCADE, IOWA**

WHEREAS, City code requires that all volunteer stipends are approved by the City Council in code 3-14-3; and,

WHEREAS, the City Council hired Iowa EMS Consultants to conduct a study on the Cascade EMS Service; and,

WHEREAS, the consultants have suggested adopting an hourly compensation for those volunteers responding to calls for service; and,

WHEREAS, the compensation will be paid to the volunteer directly from the City to the individual in the form of a quarterly payroll check; and,

WHEREAS, the City Council supports the recommendation of the consultants as a way to fairly compensate those that volunteer their time to serve our community.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Cascade, Iowa, approves the allocation for EMS Volunteers responding to calls beginning April 1, 2024 at \$19 per hour for drivers, \$22 per hour for EMTs, and \$25 per hour for RN or Paramedics, rounded to the nearest quarter hour.

PASSED, APPROVED AND ADOPTED this 25<sup>th</sup> day of March, 2024.

\_\_\_\_\_  
Steve Knepper, Mayor

ATTEST:

\_\_\_\_\_  
Kathy Goerdts, City Clerk



## **March 25, 2024 Agenda**

**To: Mayor, City Council and Staff**

**From: Lisa Kotter, City Administrator**

**Date: March 22, 2024**

**Re: City Administrator Vacation**

**Due to the busy times I have not been able to take vacation days. I do have some things planned for the summer. Our payroll system will delete 37 hours of my time based on our carryover policy on March 28. I am requesting Council permission for Kathy to reinstate the 37 hours to be used during the 2024 calendar year so that I do not lose them. If acceptable to the Council, it would just be a motion okaying that.**



## **March 25, 2024 Agenda**

**To: Mayor, City Council and Staff**

**From: Lisa Kotter, City Administrator**

**Date: March 22, 2024**

**Re: Utility Board Appointment**

**We advertised the openings as required and Sue Knepper applied for the Utility Board within the time frame deadline of March 18. Her letter of interest is in the packet.**

**We did not have anyone apply for the Planning and Zoning Commission. I will be re-posting that deadline and have one application now for PZ. We are looking for a second to apply by April 4, we will have those on the agenda for April 8 consideration.**

**RESOLUTION #30-24**

**RESOLUTION APPROVING A UTILITY BOARD OF TRUSTEES APPOINTMENT TO  
FILL A NEW TERM THROUGH MARCH 31, 2030 IN THE CITY OF CASCADE, IA**

WHEREAS, Chapter 2-10 of the Code of Ordinances of the City of Cascade grants authority to the City Council to appoint members of the Utility Board of Trustees; and,

WHEREAS, the Utility Board of Trustees has a vacancy for a new six-year term, effective April 1, 2024 through March 31, 2030; and,

WHEREAS, one person expressed interest in the vacant position.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CASCADE, IOWA, that Sue Knepper is appointed to fill the vacant term from April 1, 2024 until March 31, 2030 for the Utility Board of Trustees.

PASSED, APPROVED AND ADOPTED this 25<sup>th</sup> day of March, 2024.

\_\_\_\_\_  
Steve Knepper, Mayor

ATTEST:

\_\_\_\_\_  
Kathy Goerdts, City Clerk

To the attention of City Manager, Lisa Kotter  
Reason: Letter of interest for the Utility Board of Trustees of the  
City of Cascade, Iowa  
Dated: March 17, 2024

Dear Ms. Kotter:

I would like to submit my name for consideration to be on the Board of Trustees of the Cascade, Iowa Utility Board.

I have been a citizen of the community of Cascade for the past 67 years. I would consider it an honor to represent the citizens on this board. I served a very short amount of time on the city council and found it interesting and very rewarding.

In the event you find that I may be suited for this position I would be grateful. If you need more information I would be glad to provide it at your convenience.

**Thank you for the opportunity to submit my name.**

Sue Knepper

[knepper@wdbqschools.org](mailto:knepper@wdbqschools.org)

563-542-7351

The City Council will conduct a public hearing on the proposed Fiscal Year City property tax levy as follows:

Meeting Date: 4/8/2024 Meeting Time: 05:30 PM Meeting Location: Cascade City Hall 320 1st Ave W Cascade, IA 52033

At the public hearing any resident or taxpayer may present objections to, or arguments in favor of the proposed tax levy. After the hearing of the proposed tax levy, the City Council will publish notice and hold a hearing on the proposed city budget.

City Website (if available)  
 www.cityofcascade.org

City Telephone Number  
 (563) 852-3114

Iowa Department of Management	Current Year Certified Property Tax 2023 - 2024	Budget Year Effective Property Tax 2024 - 2025	Budget Year Proposed Property Tax 2024 - 2025
Taxable Valuations for Non-Debt Service	105,485,518	114,796,505	114,796,505
Consolidated General Fund	854,433	854,433	902,769
Operation & Maintenance of Public Transit	0	0	0
Aviation Authority	0	0	0
Liability, Property & Self Insurance	90,825	90,825	95,250
Support of Local Emergency Mgmt. Comm.	0	0	0
Unified Law Enforcement	0	0	0
Police & Fire Retirement	0	0	0
FICA & IPERS (If at General Fund Limit)	75,401	75,401	98,126
Other Employee Benefits	28,616	28,616	126,127
Capital Projects (Capital Improv. Reserve)	0	0	0
Taxable Value for Debt Service	119,012,542	129,227,445	129,227,445
Debt Service	140,550	140,550	239,570
CITY REGULAR TOTAL PROPERTY TAX	1,189,825	1,189,825	1,461,842
CITY REGULAR TAX RATE	11.12807	10.22792	12.50115
Taxable Value for City Ag Land	399,328	401,290	401,290
Ag Land	1,200	1,200	1,205
CITY AG LAND TAX RATE	3.00375	2.99036	3.00282
<b>Tax Rate Comparison-Current VS. Proposed</b>			
Residential property with an Actual/Assessed Value of \$100,000	Current Year Certified 2023/2024	Budget Year Proposed 2024/2025	Percent Change
City Regular Resident	608	579	-4.77
Commercial property with an Actual/Assessed Value of \$100,000	Current Year Certified 2023/2024	Budget Year Proposed 2024/2025	Percent Change
City Regular Commercial	608	579	-4.77

Note: Actual/Assessed Valuation is multiplied by a Rollback Percentage to get to the Taxable Valuation to calculate Property Taxes. Residential and Commercial properties have the same Rollback Percentage at \$100,000 Actual/Assessed Valuation.

**Reasons for tax increase if proposed exceeds the current:**

Increased liability insurance premiums, increased health insurance premiums and new Hwy 136 and Library GO Debt.