

**CITY OF CASCADE, IOWA**  
**CITY COUNCIL MEETING AGENDA & PUBLIC NOTICE**  
**Monday, March 24, 2025, 6:00 P.M.**  
**CITY HALL, 320 1<sup>ST</sup> AVE WEST**

NOTICE: Notice is hereby given that the Cascade City Council will hold a meeting at 6:00 PM on Monday, March 24, 2025 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. City Council Minutes 3/10/25**
  - 2. Cascade Municipal Utilities Minutes 03/13/25**
  - 3. Cascade Economic Development Corporation Minutes 02/19/25**
  - 4. Liquor License Renewal Cascade Columbus Club, Inc.**
  - 5. March 24, 2025 Claims**
- 7. Consideration to Approve Resolution #33-25 – Resolution Setting a Public Hearing Date For April 28, 2025**
- 8. Consideration to Approve Resolution #34-25 – Resolution Approving Pay Application No. 14 For the Cascade Public Library Project in the City of Cascade, Iowa**
- 9. Consideration to Approve Ordinance #02-25 – An Ordinance Adding Title IV (Mental Physical Health), Chapter 2 (Urban Chickens) to the City Code of Ordinances (*Possible First Reading*)**
- 10. Consideration to Approve Resolution #37-25 – Resolution to Move the May 26, 2025 City Council Meeting to Tuesday, May 27, 2025**
- 11. Reports – Police Chief and City Administrator**
- 12. Adjournment**

March 10, 2025  
City Council Meeting Minutes

Council met on March 10, 2025 for a walkthrough of the New Cascade Library. Meeting was called to order at 5:17pm by Mayor Steve Knepper. Weber, Delaney, Gehl, Hosch, and Oliphant answered roll call. Motion Oliphant, second Delaney to adjourn at 5:31pm. All Ayes.

The March 10, 2025 Regular City Council meeting was called to order at 6:00PM by Mayor Steve Knepper. The Pledge of Allegiance was recited. Weber, Delaney, Gehl, Hosch, and Oliphant answered roll call.

Motion Hosch, second Oliphant to approve the agenda. Five Ayes. Motion carried.

Motion Oliphant, second Weber to approve the consent agenda items: City Council Minutes 2/24/25, Cascade Library Board Minutes 3/4/25, February Month End Reports, and March 10, 2025 Claims. Five Ayes. Motion carried.

Jake Deaver, MSA was present to discuss with Council the Proposed Construction of 3<sup>rd</sup> Ave W & Hayes St SW Reconstruction.

Motion Oliphant, second Delaney to approve Resolution #29-25 – Resolution Authorizing the Filing of a Hinson FY2026 Community Project Funding Grant Application to Assist with the Funding for the 3rd Ave SW & Hayes St SW Reconstruction Project. Roll call vote. All ayes. Motion carried.

Motion Weber, second Hosch to approve Resolution #30-25 – Resolution Approving Entering into a Contract for Audit Services for FY25 With BerganKDV. Roll call vote. All ayes. Motion carried.

Motion Weber, second Gehl to approve Resolution #28-25- A Resolution Approving the Agreement for Professional Services with NBI Engineering Services, LLC for the 2025 Bridge Inspection Services in the City of Cascade, Iowa. Roll call vote. All ayes. Motion carried.

Motion Oliphant, second Weber to approve Resolution #27-25 – A Resolution To Approve A Final Payment in the amount of \$240,000 to Iowa Main Street Investment for the Downtown Housing Grant. Roll call vote. All ayes. Motion carried.

Motion Hosch, second Oliphant to approve Consideration to Suspend the Three Separate Meetings Adoption Rule and Adopt the Ordinance at this Second Meeting. Roll call vote. All ayes. Motion carried.

Motion Oliphant, second Gehl to approve Ordinance #1-25 – An Ordinance Amending the Code of Ordinances of the City of Cascade, Iowa, By Amending Chapter 5-1-4 Library Board. Roll call vote. All ayes. Motion carried.

Motion Gehl, second Weber to approve Resolution #19-25 - Resolution Approving an Employment Contract Between the City of Cascade, Iowa and Deanna McCusker as City Administrator. Roll call vote. All ayes. Motion carried.

Motion Delaney, second Oliphant to approve Resolution #31-25 – Resolution Authorizing the Filing of a Dubuque County Rural County Transportation Program (RCTP) Grant Application to Assist with the Funding for the 3rd Ave SW & Hayes St SW Reconstruction Project in the City of Cascade, Iowa. Roll call vote. All ayes. Motion carried.

Police Chief had no updates to provide. City Administrator provided updates to council and staff.

Motion Oliphant, second Hosch to adjourn at 6:31pm. All Ayes.

Meeting Minutes March 13, 2025  
Cascade Municipal Utilities Board

Chairman Gross called the March 2025 regular meeting of the Cascade Municipal Utilities Board of Trustees to order on the special day and time of Thursday, March 13, at 3:15pm. Present were Trustees Barb Gross, Greg VanderLugt, Sue Knepper and Utility Manager Shontele Orr.

Motion Knepper, second VanderLugt to approve the meeting agenda. Motion carried 3-0.

There was a discussion regarding the yearly electric reliability plan. Motion Gross, second VanderLugt to approve Resolution 190-25 (2025 Electric Reliability Plan). All ayes via roll call vote.

Motion Gross, second Knepper to approve the February 14 meeting minutes, February Financial Statements and Fund Balances, and the March bill list & claims for payment. Motion carried 3-0.

Motion VanderLugt, second Knepper to approve the February plant summary/metrics and rebate report. Motion carried 3-0.

Manager Report– a discussion was held regarding past & future workload, streetlights on the riverwalk, and the upcoming annual SIMECA meeting. The board was presented with a thank you from the Pickelball group & an invitation for the grand opening of the new library.

Motion Gross, 2<sup>nd</sup> VanderLugt to adjourn meeting at 3:32pm. Motion carried 3-0.

Vendor Name	Check Amount	Vendor Name	Check Amount
ADVANTAGE ADMINS (BUYDOWN)	60.00	JORDAN STECKLEIN	164.67
ADVANTAGE ADMINSTRATORS	43.50	JOSEPH GULICK	100.00
ADVANTAGE ADMINSTRATORS	43.50	KEVIN & JANET FAGAN	700.00
ALTORFER INC	1,120.89	MADISON NATIONAL LIFE INS CO	220.28
AT&T	20.41	MCDERMOTT OIL CO.	352.53
BERGANKDV	1,700.00	MCMASTER-CARR SUPPLY CO	152.55
C J COOPER & ASSOCIATES	55.00	MEDICAL ASSOCIATES CLINIC	28.00
CASCADE COMMUNICATIONS COMPANY	102.94	MISSION SQARE RETIREMENT	185.00
CASCADE LUMBER CO	171.52	MISSION SQARE RETIREMENT	185.00
CASCADE MUNICIPAL UTILITIES	824.93	NICUSA - IOWA DIVISION	1,294.51
CASCADE MUNICIPAL UTILITIES	2,128.20	NICUSA - IOWA DIVISION	1,362.11
CASSANDRA WURSTER	155.00	OFFICER OF AUDITOR OF STATE	75.00
CCEC	15,000.00	PAYROLL	10,557.29
CHAD SHARKEY	62.90	PAYROLL	10,299.27
CLAYTON ENERGY CORPORATION	109,639.49	PAYROLL	10,972.77
COMTEC INTERNET SERVICES	45.00	RICK & DEB KERPER	850.00
COMMAND SECURITY SOLUTIONS	122.30	ROB MCNALLY	10.00
CROSSROADS MOBILE MAINTENANCE	6,357.78	SENSIT TECHNOLOGIES	332.30
DAVID BRAHM	300.00	SIMECA	97,704.43
DELANEY'S PC REPAIR & RECYCLE	198.46	STUART C IRBY CO	214.36
EFTPS	2,667.40	THE PARADIGM ALLIANCE	1,283.50
EFTPS	2,591.13	TREASURER STATE OF IOWA	809.00
GASSER FARM & HARDWARE LLC	29.60	TREASURER STATE OF IOWA	8,806.08
GORDON FLESCH COMPANY	189.85	VISA	882.96
GROEBNER & ASSOCIATES INC	29,799.61	WELLMARK BC BS OF IOWA	4,798.90
I.A.M.U.	7,766.00	WESCO RECEIVABLES CORP.	281.58
IPERS	4,295.89	WOODWARD COMMUNITY MEDIA	89.63
JAMES WAYSON	207.50	Total	338,410.52
<b>ELECTRIC REVENUE</b>	<b>171,104.15</b>		
<b>GAS REVENUE</b>	<b>243,750.85</b>		

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Secretary, Shontele Orr

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Chairman, Barb Gross

## **MINUTES – CASCADE ECONOMIC DEVELOPMENT CORPORATION**

DATE: February 19, 2025

TIME: 12:00 P.M.

PLACE: Cascade City Hall Council Chambers

MEMBERS PRESENT: Jim Conlin, Ken McDermott, Nick Callahan, Nicki Leytem, Pat Recker, Chris Summerall

STAFF PRESENT: Matt Specht

OTHERS PRESENT: Christie Remley, Derek Lumsden

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### **CALL TO ORDER**

President McDermott called the meeting to order at 12:01 P.M.

### **APPROVAL OF MINUTES**

Motion by Callahan, second by Summerall to approve the Minutes of the January 15, 2025, meeting. Motion approved unanimously.

### **TREASURER’S REPORT**

Treasurers report from the January 15, 2025, meeting.

- ECIA Contract payment in the amount of \$1,666, Paid legal fees \$200 and chamber membership dues of \$600.

The current checking account balance is \$25,149.52.

Outstanding bills –

Request to make ECIA Contract payment in the amount of \$1,666.

Recker has presented CEDC 2024 financials.

Motion by Callahan, second by Summerall to approve the treasure’s report and to pay the outstanding bills as noted above. The motion passed unanimously.

### **GDDC UPDATE**

Not present.

### **JONES COUNTY ED UPDATE**

Discussion on the Jones County Business Lab. The city of Monticello had their prison built home delivered at the end of December. House will be listed for sale in early 2025.

### **CHAMBER UPDATE/REPORT**

Working on events for 2025.

### **MAQUOKETA VALLEY REC**

Annual meeting with be August 14 in Peosta.

#### SCHOOL UPDATE/REPORT

Not present

#### CITY UPDATE/REPORT

Not present

#### WEBSITE DISCUSSION

No new update

#### ECIA UPDATE/REPORT

MSA is working on the initial draft and action plan matrix for the downtown plan. The next steps will be viewing an online viewing ready by mid-March.

#### AVAILABLE LAND & BUILDINGS

No update

#### JONES COUNTY ECONOMIC DEVELOPEMNT BOARD AND PEI BOARD APPOINTMENTS

McDermott asked for volunteers to serve on these two boards. An additional discussion will take place at the next meeting.

#### OTHER BUSINESS

McDermott involved the group a data center company as expressed interest in purchasing land in the industrial park. He will gather additional information and report back to the board next month.

McDermott brought up a possibility of Cascade becoming a Thriving Community through IEDA. He also expressed that he may have interest in a builder applying for Workforce Housing Tax Credits for single family homes. Lumsden indicated that the Thriving Community designation isn't required for the WHTC, but gives you additional points. Specht said ECIA would get more information on the designation and what is all involved.

#### ADJOURNMENT

Motion by Conlin, second by Recker to adjourn. The motion was approved unanimously. The meeting was adjourned at 12:40.

Respectfully submitted,

Nick Callahan, Secretary

## Samantha Simon

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**From:** noreply@salesforce.com on behalf of IOWA ABD Licensing Support  
<licensingnotification@iowaabd.com>  
**Sent:** Friday, March 7, 2025 3:16 PM  
**To:** Samantha Simon  
**Cc:** licensingnotification@iowaabd.com  
**Subject:** Application App-216979 Ready for Review

Hello,

Application Number App-216979 has been set to "Submitted to Local Authority" status and is currently ready for your review.

Corp Name: Cascade Columbus Club, Inc.

DBA: Cascade Columbus Club

License Number: LC0028356

Application Number: App-216979

Tentative Effective Date: 3/10/2025

License Type: Class C Retail Alcohol License (LC)

Application Type: Renewal

Amendment Type:

Thank you.

# CLAIMS REPORT

Check Range: 3/25/2025- 3/25/2025

INVOICE#	VENDOR NAME	INVOICE DESCRIPTION	INVOICE AMT	VENDOR TOTAL	CHECK#	CHECK DATE
12292022	ADVANTAGE ADMINISTRATORS	PSF BUY DOWNS				
2179687310	AT&T	AT&T PHONE CHARGES		35.11		
02254036	CASCADE PIONEER	PUBLICATION FEES		221.34		
03062025	DUBUQUE COUNTY RECORDER	IOWA MAIN ST AGREEMENT		37.00		
857374	DUBUQUE HOSE&HYDRAULIC	CHAINSAW AND BATTERY		339.00		
03212025	ENHANCEMENT COMMITTEE	PLEDGED TO PICKLEBALL		25,000.00		
115088	FEH DESIGN	LIB/CONSTRUCT/ADMIN/FURN		1,485.52		
122912531	GLOBAL INDUSTRIAL	DRINKING FOUNTAINS		9,255.25		
I01004515	GORDON FLESCH COMPANY INC	1/2 LEASE		156.17		
1692	GRAVEL GRADING & EXCAV LLC	WATERMAIN VAN BUREN/SALT HAUL		2,465.00		
7013020	HAWKINS INC	CHLORINE CYLINDERS		60.00		
2047	HERITAGE PRINTING COMPANY	LIBRARY GRAND OPEN INVITES	211.75			
2131	HERITAGE PRINTING COMPANY	15 BLANK WHITE ENVELOPES	3.21	214.96		
221545	LYNCH DALLAS P.C.	LIBRARY/CAMERAS/MAYOR		180.00		
04012025	MADISON NATL LIFE INS CO, INC	APRIL 2025 PREMIUMS		337.88		
03282025	MAQUOKETA VALLEY COOP	HWY 151 & REITER RD	42.25			
3282025	MAQUOKETA VALLEY COOP	STREET LIGHTS	163.95	206.20		
25-3126	MCALLISTER ELECTRIC SVC INC	LIBRARY, OUTLET FOR TIMER		592.26		
FEB10-MARCH31	MCCUSKER DEANNA	PHONE AND VEHICLE REIMBURSE		1,303.75		
3152025	MCDERMOTT OIL CO	FEB 25 FUEL	1,605.34			
7461	MCDERMOTT OIL CO	EMS PROPANE	467.74	2,073.08		
3680	MIDWEST PATCH	HIGH PERFORMANCE PATCH		894.50		
013955	MSA PROFESSIONAL SERVICES	3RD AVE SW RECONSTRUCT		4,555.00		
0935520-IN	MUNICIPAL SUPPLY INC	WATER METERS & SMART POINT		7,360.00		
0897-001047990	BFI WASTE SERVICES LLC	MONTHLY REPUBLIC		26,630.11		
02272025	SIMON, SAMANTHA	CITY FINANCE 101 MILEAGE		66.78		
295985	STATE HYGIENIC LABORATORY	COLIFORM E.COLI TESTING		29.00		
03022025	CINDY STOLL	FEBRUARY 2025 CLEANING SERVICE		595.00		
27	T.J. REGUL	BALLOON TWISTING ENTERTAINMENT		450.00		
58843	TRI-STATE SHRED	EMS ONSITE SHREDDING		54.95		
032025	US CELLULAR	MARCH 25 HOTSPOTS		59.58		
03262025	VISA	FEBRUARY 25 STATEMENT		2,955.38		
250710001563	WELLMARK BC/BS OF IA	APRIL25 INSURANCE PREMIUMS		8,944.01		
				=====		
Accounts Payable Total				96,556.83		



CLAIMS REPORT  
CLAIMS FUND SUMMARY

FUND	NAME	AMOUNT
001	GENERAL	72,237.12
016	PARTIAL SELF-FUND	
110	ROAD USE TAX	4,230.36
322	STREET IMPROVEMENTS	4,555.00
370	LIBRARY CAPITAL PROJECT	3,022.72
600	WATER	10,229.07
610	SEWER	2,282.56
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	TOTAL FUNDS	96,556.83

ACCOUNTS PAYABLE REPORT

VENDOR NAME				PAYMENT
FUND	LINE	INVOICE NUMBER	REFERENCE	AMOUNT
AT&T				
GENERAL	TELEPHONE/INTERNET	2179687310	AT&T PHONE CHARGES	.79
GENERAL	TELEPHONE/INTERNET	2179687310	AT&T PHONE CHARGES	.98
GENERAL	TELEPHONE/INTERNET	2179687310	AT&T PHONE CHARGES	2.41
GENERAL	TELEPHONE/INTERNET	2179687310	AT&T PHONE CHARGES	30.14
SEWER	TELEPHONE/INTERNET	2179687310	AT&T PHONE CHARGES	.79
***** VENDOR TOTAL *****				35.11
CASCADE PIONEER				
GENERAL	ADVERTISING AND PUBLICATIONS	02254036	PUBLICATION FEES	221.34
***** VENDOR TOTAL *****				221.34
DUBUQUE COUNTY RECORDER				
GENERAL	COURT & RECORDING FEES	03062025	IOWA MAIN ST AGREEMENT	37.00
***** VENDOR TOTAL *****				37.00
DUBUQUE HOSE&HYDRAULIC				
GENERAL	MISC OPERATING SUPPLIES	857374	CHAINSAW AND BATTERY	339.00
***** VENDOR TOTAL *****				339.00
ENHANCEMENT COMMITTEE				
GENERAL	PARK IMPROVEMENTS	03212025	PLEGED TO PICKLEBALL	25,000.00
***** VENDOR TOTAL *****				25,000.00
FEH DESIGN				
LIBRARY CAPITAL PROJECT	PROFESSIONAL FEES - LCP	115088	LIB/CONSTRUCT/ADMIN/FURN	1,485.52
***** VENDOR TOTAL *****				1,485.52
GLOBAL INDUSTRIAL				
GENERAL	PARK IMPROVEMENTS	122912531	DRINKING FOUNTAINS	9,255.25
***** VENDOR TOTAL *****				9,255.25
GORDON FLESCH COMPANY INC				
GENERAL	OFFICE SUPPLIES	I01004515	1/2 LEASE	156.17
***** VENDOR TOTAL *****				156.17
GRAVEL GRADING & EXCAV LLC				
ROAD USE TAX	OPER SUPPLIES/MATERIALS MISC	1692	SALT HAULING	1,470.00
WATER	CONTRACT LABOR	1692	WATERMAIN REPAIR VAN BUREN	995.00
***** VENDOR TOTAL *****				2,465.00
HAWKINS INC				
WATER	OPER SUPPLIES/MATERIALS MISC. 7013020		CHLORINE CYLINDERS	60.00

ACCOUNTS PAYABLE REPORT

VENDOR NAME				PAYMENT
FUND	LINE	INVOICE NUMBER	REFERENCE	AMOUNT
HAWKINS INC				
***** VENDOR TOTAL *****				60.00
HERITAGE PRINTING COMPANY				
LIBRARY CAPITAL PROJECT	CAP OUTLAY - LCP	2047	LIBRARY GRAND OPEN INVITES	211.75
LIBRARY CAPITAL PROJECT	CAP OUTLAY - LCP	2131	15 BLANK WHITE ENVELOPES	3.21
***** VENDOR TOTAL *****				214.96
LYNCH DALLAS P.C.				
GENERAL	LEGAL FEES	221545	LIBRARY/CAMERAS/MAYOR	180.00
***** VENDOR TOTAL *****				180.00
MADISON NATL LIFE INS CO, INC				
GENERAL	GROUP INSURANCE	04012025	APRIL 2025 PREMIUMS	87.55
GENERAL	GROUP INSURANCE	04012025	APRIL 2025 PREMIUMS	36.35
GENERAL	GROUP INSURANCE	04012025	APRIL 2025 PREMIUMS	51.83
ROAD USE TAX	GROUP INSURANCE	04012025	APRIL 2025 PREMIUMS	54.05
WATER	GROUP INSURANCE	04012025	APRIL 2025 PREMIUMS	54.05
SEWER	GROUP INSURANCE	04012025	APRIL 2025 PREMIUMS	54.05
***** VENDOR TOTAL *****				337.88
MAQUOKETA VALLEY COOP				
ROAD USE TAX	STREET LIGHTING	03282025	HWY 151 & REITER RD	42.25
ROAD USE TAX	STREET LIGHTING	3282025	STREET LIGHTS	163.95
***** VENDOR TOTAL *****				206.20
MCALLISTER ELECTRIC SVC INC				
LIBRARY CAPITAL PROJECT	CAP OUTLAY - LCP	25-3126	LIBRARY, OUTLET FOR TIMER	592.26
***** VENDOR TOTAL *****				592.26
MCCUSKER DEANNA				
GENERAL	TELEPHONE/INTERNET	FEB10-MARCH31	PHONE REIMBURSE	26.25
GENERAL	OPERATING SUPPLIES	FEB10-MARCH31	VEHICLE REIMBURSEMENT	1,225.00
WATER	TELEPHONE/INTERNET	FEB10-MARCH31	PHONE REIMBURSE	26.25
SEWER	TELEPHONE/INTERNET	FEB10-MARCH31	PHONE REIMBURSE	26.25
***** VENDOR TOTAL *****				1,303.75
MCDERMOTT OIL CO				
GENERAL	FUEL	3152025	FEB 25 FUEL	497.00
GENERAL	FUEL	3152025	FEB 25 FUEL	57.39
GENERAL	FUEL	7461	EMS PROPANE	467.74
GENERAL	FUEL	3152025	FEB 25 FUEL	20.14
ROAD USE TAX	FUEL	3152025	FEB 25 FUEL	191.10
ROAD USE TAX	FUEL	3152025	FEB 25 FUEL	442.73
WATER	FUEL	3152025	FEB 25 FUEL	148.62
SEWER	FUEL	3152025	FEB 25 FUEL	248.36

ACCOUNTS PAYABLE REPORT

VENDOR NAME FUND	LINE	INVOICE NUMBER	REFERENCE	PAYMENT AMOUNT
MCDERMOTT OIL CO				
***** VENDOR TOTAL *****				2,073.08
MIDWEST PATCH ROAD USE TAX	STREET MAINTENANCE	3680	HIGH PERFORMANCE PATCH	894.50
***** VENDOR TOTAL *****				894.50
MSA PROFESSIONAL SERVICES STREET IMPROVEMENTS	STREET IMPROVEMENTS	013955	3RD AVE SW RECONSTRUCT	4,555.00
***** VENDOR TOTAL *****				4,555.00
MUNICIPAL SUPPLY INC WATER	OPER SUPPLIES/MATERIALS	MISC. 0935520-IN	WATER METERS & SMART POINT	7,360.00
***** VENDOR TOTAL *****				7,360.00
BFI WASTE SERVICES LLC GENERAL	GARBAGE HAULER	0897-001047990	MONTHLY REPUBLIC	26,630.11
***** VENDOR TOTAL *****				26,630.11
SIMON, SAMANTHA GENERAL	TRAVEL TRAINING & CONFERENCE	02272025	CITY FINANCE 101 MILEAGE	66.78
***** VENDOR TOTAL *****				66.78
STATE HYGIENIC LABORATORY WATER	PROFESSIONAL FEES	295985	COLIFORM E.COLI TESTING	29.00
***** VENDOR TOTAL *****				29.00
CINDY STOLL GENERAL	BUILDING REPAIR/MAINT	03022025	FEBRUARY 2025 CLEANING SERVICE	120.00
GENERAL	BUILDING REPAIR/MAINT	03022025	FEBRUARY 2025 CLEANING SERVICE	265.00
GENERAL	REPAIR & MAINT. OF BUILDINGS	03022025	FEBRUARY 2025 CLEANING SERVICE	210.00
***** VENDOR TOTAL *****				595.00
T.J. REGUL LIBRARY CAPITAL PROJECT	CAP OUTLAY - LCP	27	BALLOON TWISTING ENTERTAINMENT	450.00
***** VENDOR TOTAL *****				450.00
TRI-STATE SHRED GENERAL	OPER SUPPLIES/MATERIALS	MISC. 58843	EMS ONSITE SHREDDING	54.95
***** VENDOR TOTAL *****				54.95
US CELLULAR GENERAL	TELEPHONE/INTERNET	032025	MARCH 25 HOTSPOTS	59.58

ACCOUNTS PAYABLE REPORT

VENDOR NAME				PAYMENT
FUND	LINE	INVOICE NUMBER	REFERENCE	AMOUNT
US CELLULAR				
***** VENDOR TOTAL *****				59.58
VISA				
GENERAL	OPER SUPPLIES/MATERIALS MISC.	03262025	TAZER MAGAZINE	294.90
GENERAL	CAPITAL EQUIPMENT	03262025	GPS RECEIVER	89.98
GENERAL	OPERATING SUPPLIES	03262025	TOWING MIRROR	110.67
GENERAL	LIBRARY BOOKS/FILMS/REF.BOOKS	03262025	2 BOOKS	56.19
GENERAL	MISC OPERATING SUPPLIES	03262025	COLOR RUBBER BANDS X2	117.08
GENERAL	DUES/MEMBERSHIPS/MAGAZINE SUB.	03262025	BUSINESS PRIME MEMBERSHIP	179.00
GENERAL	TRAVEL TRAINING & CONFERENCE	03262025	CITY FINANCE 101 - SAMIE	50.00
GENERAL	MISC EXPENSE	03262025	CHARGES REIMBURSED	145.42-
GENERAL	OPER SUPPLIES/MATERIALS MISC.	03262025	BOXCAST SUBSCRIPTION	1,788.00
LIBRARY CAPITAL PROJECT	CAP OUTLAY - LCP	03262025	COFFEE MAKER	279.98
WATER	TRAVEL TRAINING & CONFERENCE	03262025	AWWA OPERATORS MEETING X3 GUYS	135.00
***** VENDOR TOTAL *****				2,955.38
WELLMARK BC/BS OF IA				
GENERAL	EMPLOYEE HEALTH INS	250710001563	APRIL25 INSURANCE PREMIUMS	4,517.97
GENERAL	PROFESSIONAL FEES	250710001563	3RD PARTY ANNUAL FEE - EOBS	80.00
ROAD USE TAX	INSURANCE W/H PAYABLE	250710001563	APRIL25 INSURANCE PREMIUMS	971.78
WATER	INSURANCE W/H PAYABLE	250710001563	APRIL25 INSURANCE PREMIUMS	1,421.15
SEWER	INSURANCE W/H PAYABLE	250710001563	APRIL25 INSURANCE PREMIUMS	1,953.11
***** VENDOR TOTAL *****				8,944.01
***** REPORT TOTAL *****				96,556.83

FUND	INV	PAYMENTS
GENERAL	38	72,237.12
ROAD USE TAX	8	4,230.36
STREET IMPROVEMENTS	1	4,555.00
LIBRARY CAPITAL PROJECT	6	3,022.72
WATER	9	10,229.07
SEWER	5	2,282.56
FUND	TOTALS	67 96,556.83

**RESOLUTION #33-25**

**A RESOLUTION SETTING A PUBLIC HEARING DATE FOR  
APRIL 28, 2025 TO APPROVE THE FY 2026 ANNUAL BUDGET**

WHEREAS, the City Council must hold a public hearing and pass a resolution approving the budget for the FY 2026 fiscal year.

NOW, THEREFORE, BE IT RESOLVED, that the City of Cascade City Council will conduct a public hearing on the above on the 28<sup>th</sup> day of April, 2025 at the hour of 6:00 pm in the Cascade City Hall, 320 1<sup>st</sup> Avenue W., Cascade, Iowa, 52033, and the City Council understands that said hearing notice will be published in a newspaper of general circulation in Cascade, Iowa, in conformance with the City Code and Iowa State Law and a copy of the annual budget will be available to review at City Hall and the Cascade Public Library.

PASSED AND APPROVED this 24<sup>th</sup> day of March 2025.

Councilmember \_\_\_\_\_ offered the foregoing Resolution and moved for its adoption.

Councilmember \_\_\_\_\_ seconded the said Resolution and upon roll call the following vote was recorded:

	AYE	NAY
Councilmember Hosch	_____	_____
Councilmember Gehl	_____	_____
Councilmember Weber	_____	_____
Councilmember Oliphant	_____	_____
Councilmember Delaney	_____	_____

\_\_\_\_\_  
Steven Knepper, Mayor

ATTEST:

\_\_\_\_\_  
Samie Simon, City Clerk



Date: March 24, 2025  
To: Mayor, City Council and Staff  
RE: Set Public Hearing Date for Budget Hearing  
From: Deanna McCusker, City Administrator

The 2<sup>nd</sup> required public hearing for the FY26 budget process is the hearing to approve the FY26 budget. This hearing again allows the public to provide feedback on the overall proposed budget. The hearing notice will be published in the Pioneer on April 16<sup>th</sup>. Following the hearing, the FY26 budget has to be uploaded to the DOM by April 30<sup>th</sup>.

**RESOLUTION NO. 34-25**

**A RESOLUTION APPROVING PAY APPLICATION NO. 14 FOR THE CASCADE  
PUBLIC LIBRARY PROJECT IN THE CITY OF CASCADE, IOWA**

WHEREAS, Garling Construction, Inc., Belle Plaine, Iowa, was awarded the Cascade Public Library Project by the City Council at its regular meeting on December 11, 2023 by Resolution 93-23 in the amount of \$2,923,000; and,

WHEREAS, the project engineer has tabulated the project costs through February 28, 2025 for the Cascade Public Library Project; and,

WHEREAS, the contract engineer does recommend approval of Pay Application No. 14 for the project in the amount of \$0.00, with a balance to finish including retainage of \$144,936.75.

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

Section 1. That Payment No. 14, Cascade Public Library Project, dated February 28, 2025 in the amount of \$0.00 is made part of this resolution.

Section 2. That the City Council accepts and approves Contractor's Application for Payment No. 14 as presented.

Section 3. That the Mayor is hereby authorized and directed to execute Payment No. 14 on behalf of the City of Cascade.

PASSED AND APPROVED this 24<sup>th</sup> day of March 2025.

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

ATTEST:

\_\_\_\_\_  
Samie Simon, City Clerk





Date: March 24, 2025  
To: Mayor, City Council and Staff  
RE: Library Pay App #14  
From: Deanna McCusker, City Administrator

This is Pay App #14 for the library project. The pay app is for \$0.00 since it zeroes out the contract with the deduct Change Order to reduce the contingency. The next pay application will be for the retainage so we will not authorize this payment until we know everything has been taken care of at the library.

# APPLICATION AND CERTIFICATE FOR PAYMENT AIA DOCUMENT G702

PAGE 1 of 5

<b>TO (OWNER):</b>		<b>PROJECT:</b>		<b>APPLICATION NO:</b> 14		<b>Distribution to:</b>	
City of Cascade		Cascade Library		INVOICE NO: 003422		<input checked="" type="checkbox"/> OWNER	
320 First Ave W		102 2nd Ave SW		PROJECT NO: 54240		<input type="checkbox"/> ARCHITECT	
Cascade, IA 52033		Cascade, IA 52033		ARCHITECT PROJECT NO:		<input type="checkbox"/> LENDOR	
				OWNER PO NO: 54240		<input type="checkbox"/> GENERAL CONTRACTOR	
						<input type="checkbox"/> CONSTRUCTION MANAGER	
						<input type="checkbox"/> OTHER	
<b>FROM:</b>		<b>ARCHITECT:</b>		<b>CONTRACT DATE:</b>			
Michael J Svatosch		FEH Design		12/11/2023			
(CONTRACTOR)		Garling Construction, Inc.		FROM: 2/1/2025			
1120 11th Street		951 Main St		TO: 2/28/2025			
Belle Plaine, IA 52208		Dubuque, IA 52001					
<b>CONTRACT FOR:</b>		<b>General Construction</b>					

## CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for Payment, as shown below, in connection with the Contract.  
Continuation Sheet, AIA Document G703, is attached.

Change Orders approved in previous months by Owner		APPROVED	DEDUCTIONS
Total		\$28,483.18	
Approved this Month			
Number	Date Approved		
0008	03/04/2025		(\$52,748.30)
Additional Cos			(\$52,748.30)
February-25			(\$52,748.30)
TOTALS			(\$24,265.12)
Net change by Change Orders			(\$24,265.12)

The undersigned contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Garling Construction, Inc.

BY: Tony R DATE: 3-17-25

## ARCHITECTS CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the **AMOUNT CERTIFIED**.

ARCHITECT: AMS (Attach explanation if amount certified differs from the amount applied for.)  
By: AMS  
This certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein.  
Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.  
Date: 18 March 2025

**7. LESS PREVIOUS CERTIFICATES FOR PAYMENT**  
(Line 6 from prior Certificate)..... \$2,753,798.13


**8. CURRENT PAYMENT DUE** ..... \$0.00  
(Line 6 from prior Certificate).....

**9. BALANCE TO FINISH, PLUS RETAINAGE** ..... \$144,936.75  
(Line 3 less Line 6)

State of: IA  
Subscribed and sworn to before me this 17th day of March, 2025

Notary Public: Amy Demmler

My Commission Expires: 3-6-26



**AMOUNT CERTIFIED** ..... \$0.00  
No Dollars and No Cents

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing  
Contractor's signed Certification is attached.  
CONTRACT DATE: 12/11/2023  
FROM: 2/1/2025  
In tabulations below, amounts are stated to the nearest doll  
TO: 2/28/2025

Use Column L on Contracts where variable retainage for lin

APPLICATION NO: 14  
INVOICE NO: 003422  
PROJECT NO: 54240  
ARCHITECT PROJECT NO:

A ITEM NO	B DESCRIPTION OF WORK	C BILLING CODES	D SCHEDULED VALUE		E PREVIOUS APPLICATION		F COMPLETED THIS MONTH			G TOTAL COMPLETE AND STORED TO DATE		H BALANCE TO FINISH	
			AMOUNT	PERCENT COMPLETE	AMOUNT	PERCENT COMPLETE	WORK IN PLACE	STORED MATERIALS	PERCENT COMPLETE	AMOUNT	PERCENT COMPLETE	BALANCE	RETAINAGE
1	DIVISION 01												
2	General Requirements		74,500.00	100%	74,500.00	100%				74,500.00	100%		3,725.00
3	PM/Super/Admin		189,100.00	100%	189,100.00	100%				189,100.00	100%		9,455.00
4	Contingency Allowance		75,000.00	30%	22,251.70		52,748.30		70%	75,000.00	100%		3,750.01
5	DIVISION 02												
6	Layout/SWPPP		18,700.00	100%	18,700.00	100%				18,700.00	100%		935.00
7	Mobilization		8,700.00	100%	8,700.00	100%				8,700.00	100%		435.00
8	Site Demo/Excavation		33,300.00	100%	33,300.00	100%				33,300.00	100%		1,664.99
9	Mass Fill		50,600.00	100%	50,600.00	100%				50,600.00	100%		2,530.01
10	Storm Sewer		60,000.00	100%	60,000.00	100%				60,000.00	100%		3,000.00
11	Sanitary Sewer		5,300.00	100%	5,300.00	100%				5,300.00	100%		265.00
12	Domestic Service		7,500.00	100%	7,500.00	100%				7,500.00	100%		375.00
13	Subbase		35,400.00	100%	35,400.00	100%				35,400.00	100%		1,770.00
14	Final Grading		6,000.00	100%	6,000.00	100%				6,000.00	100%		300.00
15	Asphalt/Stripping		57,800.00	100%	57,800.00	100%				57,800.00	100%		2,890.00
16	DIVISION 03												
17	Reinforcement		28,600.00	100%	28,600.00	100%				28,600.00	100%		1,430.00
18	Foundations		97,200.00	100%	97,200.00	100%				97,200.00	100%		4,860.00
19	Floor Slab		53,200.00	100%	53,200.00	100%				53,200.00	100%		2,660.00
20	Sidewalks		51,900.00	100%	51,900.00	100%				51,900.00	100%		2,595.00
21	DIVISION 04												
22	Masonry Material		152,200.00	100%	152,200.00	100%				152,200.00	100%		7,610.00
23	Masonry Labor		122,900.00	100%	122,900.00	100%				122,900.00	100%		6,145.00
24	DIVISION 05												
25	Structural Steel		27,200.00	100%	27,200.00	100%				27,200.00	100%		1,360.00
26	DIVISION 06												
27	Rough Carpentry Material		86,100.00	100%	86,100.00	100%				86,100.00	100%		4,305.00
28	Heavy Timber Material		102,900.00	100%	102,900.00	100%				102,900.00	100%		5,145.00
29	Wood Trusses Material		12,200.00	100%	12,200.00	100%				12,200.00	100%		610.00
30	Finish Carpentry Material		140,200.00	100%	140,200.00	100%				140,200.00	100%		7,010.00
31	Division 06 Labor		169,900.00	100%	169,900.00	100%				169,900.00	100%		8,495.00
32	DIVISION 07												
33	Insulation Material		28,900.00	100%	28,900.00	100%				28,900.00	100%		1,445.00
34	Insulation Labor		14,900.00	100%	14,900.00	100%				14,900.00	100%		745.00
35	Weather Barriers		26,700.00	100%	26,700.00	100%				26,700.00	100%		1,335.00
PAGE TOTALS			\$1,736,900.00	97%	\$1,684,151.70	97%	\$52,748.30		3%	\$1,736,900.00	100%		\$86,845.01
REGULAR ITEM TOTALS			\$2,923,000.00	98%	\$2,870,251.70	98%	\$52,748.30		2%	\$2,923,000.00	100%		\$146,150.01
CHANGE ORDERS			(\$24,265.12)	-117%	\$28,483.18	-117%	(\$52,748.30)		100%	(\$24,265.12)	100%		(\$1,213.26)
GRAND TOTALS			\$2,898,734.88	100%	\$2,898,734.88	100%			0%	\$2,898,734.88	100%		\$144,936.75

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.  
 CONTRACT DATE: 12/11/2023  
 FROM: 2/1/2025  
 TO: 2/28/2025

In tabulations below, amounts are stated to the nearest doll  
 Use Column L on Contracts where variable retainage for lin

APPLICATION NO: 14  
 INVOICE NO: 003422  
 PROJECT NO: 54240  
 ARCHITECT PROJECT NO:

A	B	C	D	E	F	G	H	I	J	K	L	M
ITEM NO	DESCRIPTION OF WORK	BILLING CODES	SCHEDULED VALUE	PREVIOUS APPLICATION	PERCENT COMPLETE	WORK IN PLACE	STORED MATERIALS	PERCENT COMPLETE	STORED TO DATE	COMPLETE	BALANCE	RETAINAGE
36	TPO Roofing Material		84,500.00	84,500.00	100%				84,500.00	100%		4,225.00
37	TPO Roofing Labor		43,500.00	43,500.00	100%				43,500.00	100%		2,175.00
38	Sheet Metal Trims Material		12,800.00	12,800.00	100%				12,800.00	100%		640.00
39	Sheet Metal Trims Labor		6,700.00	6,700.00	100%				6,700.00	100%		335.00
40	Joint Sealants		13,600.00	13,600.00	100%				13,600.00	100%		680.00
41	Fiber Cement Siding		13,400.00	13,400.00	100%				13,400.00	100%		670.00
42	DIVISION 08											
43	Doors/Frames/Hardware Material		61,200.00	61,200.00	100%				61,200.00	100%		3,060.00
44	Doors/Frames/Hardware Labor		24,900.00	24,900.00	100%				24,900.00	100%		1,245.00
45	Storefronts/Glazing Material		99,500.00	99,500.00	100%				99,500.00	100%		4,975.00
46	Storefronts/Glazing Labor		52,700.00	52,700.00	100%				52,700.00	100%		2,635.00
47	DIVISION 09											
48	Drywall Material		33,500.00	33,500.00	100%				33,500.00	100%		1,675.00
49	Drywall Labor		39,900.00	39,900.00	100%				39,900.00	100%		1,995.00
50	Acoustical Ceiling & Sounds Units		44,900.00	44,900.00	100%				44,900.00	100%		2,245.00
51	Flooring		37,900.00	37,900.00	100%				37,900.00	100%		1,895.00
52	Painting & Coverings		58,000.00	58,000.00	100%				58,000.00	100%		2,900.00
53	DIVISION 10											
54	Visual Display Units		4,400.00	4,400.00	100%				4,400.00	100%		220.00
55	Signage & Flagpoles		14,700.00	14,700.00	100%				14,700.00	100%		735.00
56	Protective Wall Covering		5,400.00	5,400.00	100%				5,400.00	100%		270.00
57	Toilet Accessories		6,700.00	6,700.00	100%				6,700.00	100%		335.00
58	Fire Protection Specialties		5,600.00	5,600.00	100%				5,600.00	100%		280.00
59	DIVISION 11											
60	Book Drop Box		4,400.00	4,400.00	100%				4,400.00	100%		220.00
61	DIVISION 12											
62	Window Shades		5,500.00	5,500.00	100%				5,500.00	100%		275.00
63	DIVISION 22											
64	Mobilization		2,200.00	2,200.00	100%				2,200.00	100%		110.00
65	Underground Equipment & Labor		14,300.00	14,300.00	100%				14,300.00	100%		715.00
66	Rough-In Labor		12,900.00	12,900.00	100%				12,900.00	100%		645.00
67	Plumbing Fixtures Material		20,100.00	20,100.00	100%				20,100.00	100%		1,005.00
68	Plumbing Material		13,500.00	13,500.00	100%				13,500.00	100%		675.00
69	Insulation		8,200.00	8,200.00	100%				8,200.00	100%		410.00
70	DIVISION 23											
PAGE TOTALS			\$744,900.00	\$744,900.00	100%				\$744,900.00	100%		\$37,245.00
REGULAR ITEM TOTALS			\$2,923,000.00	\$2,870,251.70	98%				\$2,923,000.00	100%		\$146,150.01
CHANGE ORDERS			(\$24,265.12)	\$28,485.18	-117%				(\$24,265.12)	100%		(\$1,213.26)
GRAND TOTALS			\$2,898,734.88	\$2,898,734.88	100%				\$2,898,734.88	100%		\$144,936.75





AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.  
In tabulations below, amounts are stated to the nearest dollar.

CONTRACT DATE: 12/11/2023  
FROM: 2/1/2025  
TO: 2/28/2025

APPLICATION NO:  
INVOICE NO:  
PROJECT NO:  
ARCHITECT PROJECT NO:

A ITEM NO	B DESCRIPTION OF WORK	C CHANGE ORDER NUMBER	D BILLING CODES	E SCHEDULED VALUE		F PREVIOUS APPLICATION		G PERCENT COMPLETE		H WORK IN PLACE		I STORED MATERIALS		J PERCENT COMPLETE		K TOTAL COMPLETE AND TO DATE STORED TO DATE		L COMPLETE		M BALANCE		N BALANCE TO FINISH RETAINAGE	
				AMOUNT		AMOUNT										AMOUNT							
1	Change Orders																						
2	COR 0028- REF 12 Existing Storm an	0001		9,328.44		9,328.44		100%								9,328.44		100%				466.42	
3	Contingency COR 1.3, 4.6, 7.8, 8.9, 1	0002														19,154.74		100%				957.74	
4	AIA 2 COR 13 and 14	0003		19,154.74		19,154.74		100%															
5	Contingency COR 5R, 12, 15	0004																					
6	Contingency COR 16, 17, 18	0005																					
7	Contingency COR 019- Added Line S	0006																					
8	Contingency COR 21, 24, and 25	0007																					
9	AIA 3 Contingency Allowance	0008		(52,748.30)						(52,748.30)				100%		(52,748.30)		100%				(2,637.42)	
10																							
11																							
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33																							
34																							
35																							
PAGE TOTALS				(524,265.12)		\$28,483.18		-117%		(552,748.30)				100%		(524,265.12)		100%				(41,213.26)	
CHANGE ORDER TOTAL				(524,265.12)		\$28,483.18		-117%		(552,748.30)				100%		(524,265.12)		100%				(41,213.26)	
REGULAR ITEMS TOTALS				\$2,923,000.00		\$2,870,251.70		98%		\$52,748.30				2%		\$2,923,000.00		100%				\$146,150.01	
GRAND TOTALS				\$2,898,734.88		\$2,898,734.88		100%						0%		\$2,898,734.88		100%				\$144,936.75	

**UNCONDITIONAL WAIVER AND RELEASE  
UPON PROGRESS PAYMENT**

The undersigned has been paid and has received a progress payment  
in the sum of:       \$3099.36  
for labor, services, equipment or material  
furnished to:       Garling Construction, Inc.  
on the job of:       Cascade Public Library

and does hereby release any mechanic's lien, stop notice, or bond right that the undersigned has on the above referenced  
job to the following extent. This release covers a progress payment for labor, services, equipment, or material

furnished to:       Garling Construction, Inc.  
through  
Subcontractor Pay       0003  
Request number:

only and does not cover any retention retained before or after the release date; extras furnished before the release date  
for which payment has not been received; extras or items furnished after the release date. Rights based upon work  
performed or items furnished under written change order which has been fully executed by the parties prior to the  
release date are covered by this release unless specifically reserved by the claimant in the release. This release of any  
mechanic's lien, stop notice, or bond right shall not otherwise affect the contract rights, including rights between parties  
to the contract based upon a rescission, abandonment, or breach of the contract, or the right of the undersigned to  
recover compensation for furnished labor, services, equipment, or material covered by this release if that furnished  
labor, services, equipment, or material was not compensated by the progress payment.

Dated:               February 20, 2025

Company:           Malby Construction DBA River City  
                          Paving

Signature:



By:

  
(Name & Title)       Division Controller

**UNCONDITIONAL WAIVER AND RELEASE  
UPON PROGRESS PAYMENT**

The undersigned has been paid and has received a progress payment  
in the sum of:        \$1015.00  
for labor, services, equipment or material  
furnished to:        Garling Construction, Inc.  
on the job of:        Cascade Public Library

and does hereby release any mechanic's lien, stop notice, or bond right that the undersigned has on the above referenced  
job to the following extent. This release covers a progress payment for labor, services, equipment, or material  
furnished to:        Garling Construction, Inc.

Through  
Subcontractor Pay        0003  
Request number:

only and does not cover any retention retained before or after the release date, extras furnished before the release date  
for which payment has not been received, extras or items furnished after the release date. Rights based upon work  
performed or items furnished under written change order which has been fully executed by the parties prior to the  
release date are covered by this release unless specifically reserved by the claimant in the release. This release of any  
mechanic's lien, stop notice, or bond right shall not otherwise affect the contract rights, including rights between parties  
to the contract based upon a rescission, abandonment, or breach of the contract, or the right of the undersigned to  
recover compensation for furnished labor, services, equipment, or material covered by this release if that furnished  
labor, services, equipment, or material was not compensated by the progress payment.

Dated:        March 06, 2025

Company:        J. Lawrence Specialty Pro  
Signature:        

By:          
(Name & Title)



**UNCONDITIONAL WAIVER AND RELEASE  
UPON PROGRESS PAYMENT**

The undersigned has been paid and has received a progress payment  
in the sum of: \$1471.55  
for labor, services, equipment or material  
furnished to: Garting Construction, Inc.  
on the job of: Cascade Public Library

and does hereby release any mechanic's lien, stop notice, or bond right that the undersigned has on the above referenced  
job to the following extent. This release covers a progress payment for labor, services, equipment, or material  
furnished to: Garting Construction, Inc.  
Through  
Subcontractor Pay 0010  
Request number:

only and does not cover any retention retained before or after the release date; extras furnished before the release date  
for which payment has not been received; extras or liens furnished after the release date. Rights based upon work  
performed or items furnished under written change order which has been fully executed by the parties prior to the  
release date are covered by this release unless specifically reserved by the claimant in the release. This release of any  
mechanic's lien, stop notice, or bond right shall not otherwise affect the contract rights, including rights between parties  
to the contract based upon a rescission, abandonment, or breach of the contract, or the right of the undersigned to  
recover compensation for furnished labor, services, equipment, or material covered by this release if that furnished  
labor, services, equipment, or material was not compensated by the progress payment.

Dated: March 06, 2025

Company: Cable Glass LLC

Signature: 

By: Jody Vance Executive Assistant  
(Name & Title)



Date: March 24, 2025  
To: Mayor, City Council and Staff  
RE: Chicken Ordinance  
From: Deanna McCusker, City Administrator

I reviewed a few ordinances from other cities regarding their urban chicken codes. For the most part all of them were very similar. There are a couple of items that are highlighted that council may need to consider: number of chickens allowed and the annual permit fee?

We can either just have discussion on this proposed ordinance or may consider passing the first reading if everyone is in favor of moving forward with allowing urban chickens. I will develop an application once council decides we are considering allowing them.

## ORDINANCE NO. 02-25

### AN ORDINANCE ADDING TITLE IV (MENTAL AND PHYSICAL HEALTH), CHAPTER 2 (URBAN CHICKENS) TO THE CITY CODE OF ORDINANCES

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

**SECTION 1. PURPOSE.** The purpose of this ordinance is to add a new Code Section, Chapter 2 of the City Code to provide regulations and stipulations regarding urban chickens within the City of Cascade;

#### 4-2-1 DEFINITIONS.

The following terms are defined for use in this chapter.

1. “Chicken” shall mean a member of the subspecies of *Gallus domesticus*, a domesticated chicken.
2. “Coop” shall mean a cage, enclosure or building used for housing and protecting chickens from weather and predators.
3. “Feeder” shall mean a device or apparatus for supplying food.
4. “Henhouse” shall mean a hen house or chicken coop structure where female chickens are kept.
5. “Pen” shall mean an enclosure for chickens which allows freedom of movement but also prevents escape.
6. “Rooster” shall mean a male chicken.
7. “Permittee” shall mean an applicant who has been granted to raise, harbor, or keep chickens pursuant to this chapter.
8. “Permitting Officer” shall mean the administrative official or designee.
9. “Tract of Land” shall mean a property with a R-1 Single Family Residential District or R-2 One and Two Family Residential District zoned lot that has one single family dwelling located on the property or zoned lot.

#### 4-2-2 PERMIT REQUIRED.

No person shall raise, harbor, or keep chickens within the City of Cascade without a valid permit obtained from the permitting office under the provisions of this chapter.

1. **Annual Application.** In order to obtain a permit, an applicant must submit a completed application each year on forms provided by the permitting officer and pay all required fees. There is no refund on the fees.

#### 2. Requirements.

- A. All requirements of this Chapter are met.
- B. All fees for the permit are paid in full.
- C. The tract of land to be permitted shall contain one Single Family Dwelling or a Duplex, which is occupied and used as such by the applicant/permittee.
- D. The applicant shall disclose and provides copies of any deed restrictions, condominium restrictions, neighborhood association bylaws, covenants and restrictions, and rental agreements that may concern the ability of the applicant to have urban chickens on the proposed permitted tract of land.
- E. The applicants has provided a completed Adjoining Property Owners’ Approval form, including the signature of each property owner that is immediately adjacent to the proposed permitted tract of land, approving of the applicant’s intent to obtain a permit. The date of each signature shall be within thirty (30) days of submitting the applications.
- F. If the applicant is renting the proposed tract of land, the property owner of the parcel must provide written permission to keep chickens and install a coop.

3. **Issuance of Permit.** If the permitting officer concludes as a result of the information contained in the application that the requirements for a permit have been met, then the permit shall be granted.

**4. Denial, Suspension, Revocation, Non-Renewal.** The permitting officer may deny, suspend, revoke, or decline to renew any permit issued for any of the following grounds:

- A. False statements on any application or other information or report required by this Chapter to be given by the applicant.
- B. Failure to pay any application, penalty, or reinstatement fee required by this Chapter or city council resolution.
- C. Failure to correct deficiencies noted in notices of violation in the time specified in the notice.
- D. Failure to comply with the provisions of an approved mitigation/remediation plan by the Permitting Officer, or designee.
- E. Failure to comply with any provision of this Chapter.

**5. Notification.** A decision to revoke, suspend, deny or not renew a permit shall be in writing, delivered by ordinary mail or in person to the address indicated on the application. The notification shall specify reasons for the action.

**6. Appeals.** No permit may be denied, suspended, revoked, or not renewed without notice and an opportunity to be heard is given the applicant or holder of the permit. In any instance where the Permitting Officer has denied, revoked suspended, or not renewed a permit, the applicant or holder of Urban Chickens may appeal the decision to the City Administrator, or designee other than the permitting officer within ten (10) business days of receipt by the applicant or holder of the permit of the notice of the decision. The applicant or holder of the permit will be given an opportunity for a hearing. The decision of the officer hearing the appeal, or any decision by the Permitting Officer which is not appealed in accordance to this Chapter shall be deemed final action.

#### **4-2-3 NUMBER AND TYPE OF CHICKENS ALLOWED.**

1. The maximum number of chickens allowed is **six (6)** per tract of land.
2. Only female chickens (hens) are allowed.
3. Chickens must have wings appropriately, clipped to prevent them from flying.

#### **4-2-4 ZONING DISTRICTS ALLOWED.**

Permits will be granted only for tracts of land located in residential districts as identified on the current Official Zoning Map on file with the City of Cascade.

#### **4-2-5 NON-COMMERCIAL USE ONLY.**

A permit shall not allow the permittee to engage in chicken breeding or fertilizer production for commercial purposes.

#### **4-2-6 ENCLOSURES.**

1. Chickens must be kept in an enclosure or fenced area at all times. Chickens shall be secured within a henhouse during non-daylight hours.
2. Enclosures must be kept in a clean, dry, odor-free, neat and sanitary condition at all times.
3. Henhouses, and chicken pens must provide adequate ventilation and adequate sun and shade and must be impermeable to rodents, wild birds and predators, including dogs and cats.
4. Henhouses

A. Henhouses shall be designed to provide safe and healthy conditions for the chickens with a minimum of four (4) square feet and ten (10) square feet enclosed outside space per bird while minimizing adverse impacts to other residents in the neighborhood.

(1) A henhouse shall be enclosed on all sides and shall have a roof and doors. Access doors must be able to be shut or locked at night. Opened windows and vents must be covered with predator and bird proof wire of less than one (1) inch openings.

(2) The materials used in making a henhouse shall be uniform for each element of the structure such that the walls are made of the same material, the roof has the same shingles or other covering, and any windows or

openings are constructed using the same materials. The use of scrap, waste board, sheet metal, or similar materials is prohibited. Henhouses shall be well maintained.

B. Henhouses shall only be located in the back yard. Back yard means “rear yard”, as defined in the City Zoning Code.

C. Henhouses must be located at least ten (10) feet from the property line and at least twenty-five (25) feet from any adjacent residential dwelling, church, school or place of business.

5. Any enclosed chicken pen shall consist of sturdy wire fencing. The pen must be covered with wire, aviary netting, or solid roofing.

6. Bedding for the henhouse shall consist of wood pellets, pine shavings, or similar materials shall be provided to reduce odor. Straw may not be used for bedding.

#### **4-2-7 ODOR AND NOISE IMPACTS.**

1. Odors from chickens, chicken manure or other chicken related substances shall not be perceptible beyond the boundaries of the permitted tract of land.

2. Noise from chickens shall not be loud enough the boundaries of the permitted tract of land at the property boundaries to disturb person of reasonable sensitivity.

#### **4-2-8 PREDATORS, RODENTS, INSECT AND PARASITES.**

The Permittee shall take necessary action to reduce the attraction of predators and rodents and the potential infestation of insects and parasites. Chickens found to be infested with insects and parasites that may result in unhealthy conditions to human habitation may be removed by the City of Cascade.

#### **4-2-9 FEED AND WATER.**

Chickens shall be provided with access to feed and clean water at all times. The feed and water shall be unavailable to rodents, wild birds and predators.

#### **4-2-10 WASTE STORAGE AND REMOVAL**

All stored manure shall be covered by a fully enclosed structure with a roof or lid over the entire structure. No more than three (3) cubic feet of manure shall be stored on the permitted tract of land. All other manure not used for composing or fertilizing shall be removed. The henhouse, chicken per and surrounding area must be kept free from trash and accumulated droppings. Feces shall be removed and disposed of in a sealed, enclosed container at a minimum of once weekly to avoid odor. Uneaten feed and dead chickens shall be removed in a timely manner and disposed of in a sanitary manner.

#### **4-2-11 CHICKENS AT LARGE.**

1. Permittee's chickens shall not roam off the permitted track of land. A domesticated animal causing the death of a chicken which is off the permitted tract of land shall not, for that reason alone, be considered a dangerous or aggressive animal. The City of Cascade shall not be obligated to enforce its animal control provisions in such instances.

2. The City of Cascade shall not be obligated to impound or provide shelter for chickens found running at large.

#### **4-2-12 UNLAWFUL ACTS.**

1. It shall be unlawful for any person to keep chickens in violation of any provisions of this Chapter or any other provision of the Cascade Municipal Code.

2. It shall be unlawful for any owner, renter or leaseholder of property to allow chickens to be kept on the property in violation of the provisions of this article.

3. No person shall keep chickens inside a single family dwelling unit, multi family dwelling unit (s) or rental unit.

4. No person shall slaughter any chickens within the City of Cascade.

5. No person shall keep a rooster.

6. No person shall keep chickens on a vacant or uninhabited tract of land.

#### **4-2-13 FEES.**

The fee for the urban chicken permit is \$125.00.

#### **4-2-14 VIOLATIONS.**

Any violation of the terms of this Chapter that constitutes a health hazard or that interferes with the use or enjoyment of neighboring property is a nuisance. Violations of any provision of this Chapter shall be prosecuted as either a misdemeanor or a municipal infraction at the sole discretion of the City of Cascade and subject to the fines as set forth in the Code of Ordinances.

**SECTION 2. REPEALER.** All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

**SECTION 3. SEVERABILITY.** If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

**SECTION 4. EFFECTIVE DATE.** This ordinance shall be in effect after its final passage, approval and publication as provided by law.

PASSED, APPROVED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

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

ATTEST:

\_\_\_\_\_  
Samie Simon, City Clerk

First Reading:

Second Reading:

Third Reading:

Publication:

Sent to American Publishing



Date: March 24, 2025  
To: Mayor, City Council and Staff  
RE: Reschedule May 26, 2025 City Council meeting  
From: Deanna McCusker, City Administrator

The 2<sup>nd</sup> City Council meeting in May falls on Memorial Day which is a holiday. I would like to schedule the 2<sup>nd</sup> city council meeting for Tuesday, May 27<sup>th</sup>. We will get the notice of change of date out to the public in a timely manner.

**RESOLUTION #37-25**

**A RESOLUTION TO RESCHEDULE THE MAY 26, 2025 CITY COUNCIL MEETING**

Whereas, the City Council holds its Regular City Council Meetings on the second and fourth Monday of each month, and;

Whereas, the second City Council Meeting in May falls on Memorial Day, and;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Cascade, Iowa, will reschedule the May 26, 2025 Regular City Council Meeting to Tuesday, May 27, 2025.

PASSED, APPROVED AND ADOPTED this 24<sup>th</sup> day of March, 2025.

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

ATTEST:

\_\_\_\_\_  
Samie Simon, City Clerk



**CITY ADMINISTRATOR REPORT**  
**03/24/25 City Council Meeting**

- **REMINDER THAT WE HAVE THE PROPERTY TAX HEARING AT 5:30PM AND THEN OUR REGULAR MEETING AT 6:00PM**
- The 1<sup>st</sup> Avenue bridge was resealed in 2017. This was confirmed with Nathan Miller from NBI Engineering. So once we have the bridge inspected this summer we can identify what needs to be done and have the bridge resealed also.
- Denny Green will be conducted into the Hall of Fame at the Dubuque County Emergency Responder Training Facility 19<sup>th</sup> Annual Fundraising Dinner on May 2<sup>nd</sup>. Information on the dinner in the packet.
- Please review the 1<sup>st</sup> draft of the Downtown Improvement Plan that was emailed on Wednesday, March 12. Please provide any comments by Friday, March 28<sup>th</sup>
- **Annual Chamber Dinner is March 26 5:00 – 9:00pm at the American Legion. Comedian Matthew Jacobsen will be the entertainment.**
- The Hinson FY26 Community Project grant and the RCTP grant were submitted.



## Dubuque County Emergency Responder Training Facility 19th Annual Fundraising Dinner

*Help local law enforcement, firefighters and emergency medical service members from the Dubuque area raise funds for the ongoing operations and maintenance of the Dubuque County Regional Emergency Responder Training Facility.*

When: Friday, May 2, 2025  
Time: 5:30 p.m. Cash Bar and Silent Auction  
6:30 p.m. Prime Rib or Grilled Chicken Dinner prepared by Daryl Biechler  
Award presentations during meal  
(silent auction closes approximately 30 minutes after award presentation)  
8:00 p.m. – 10:00 p.m. Music

Location: Training Center Evolution Building, 14928 Public Safety Way, Dubuque.

Individual Dinner Tickets: \$60.00 per person

### **Chief's Sponsorship \$750.00**

This package will include dinner and a reserved table for eight with sixteen drink tickets. Your business logo and information will display in a Power Point presentation that will run continuously throughout the entire evening.

### **Captain's Sponsorship \$250.00**

This sponsorship provides your business recognition in the pamphlet and you will be included in the power point presentation that is displayed all evening.

***Advanced Ticket Sales Only – Please register by April 22nd***  
***TICKETS ARE LIMITED!!!***

For more information call: Phil Arensdorf at 563-590-9922  
Tom Berger at 563-543-1704 or 563-589-4170  
Daryl Biechler at 563-580-0163  
Denny Green at 563-590-3779