

**Agenda**  
**Glenwood City Council Meeting**  
**March 25th 2025**  
**City Hall ~ 7:00 p.m.**  
**Committee Meetings 6:00 - 7:00 pm**

Admin	Public Works
-	
Finance	Parks & Rec
- FY 2025 Budget Amend 3	-
- FY 2026 Budget Timeline and State Forms.	

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**Council Meeting - 7:00 p.m.**

**1. Pledge Allegiance**

**2. Call to order/roll call**

**3. Consent agenda** - All items listed under the consent agenda will be enacted by one motion. There will be no separate discussion on these items unless a request is made prior to the time Council votes on the motion:

- |   |  |
|---|--|
| a. Agenda                                 | d. Approve Pizza Hut Renewal Class C Retail Alcohol License                  |
| b. Abstract of Claims #18                 |  |
| c. Minutes from <a href="#">3.11.2025</a> | e. Approve Glenwood Quarthouse Lounge Renewal Class C Retail Alcohol License |

**4. Allow visitors to address council**

Visitors may address the Council at this time; however, comments will be limited to 3 minutes. As per Iowa's Open Meetings Law, Council can only listen during public comments and cannot take any action on items that are not posted on the agenda. Council may take issues under advisement and if needed refer them to a department head, Mayor's committee, or add them to a future agenda.

**5. Barb Taenzler- Library Board**

**6. Committee Reports**

- |                |                 |
|----------------|-----------------|
| a. Parks & Rec | b. Admin        |
| c. Finance     | d. Public Works |

**7. Departmental Reports**

- a. Painter – Library
- b. Collins – Cemetery
- c. Mattox – Park
- d. Clark-Public Works
  - i. Motion to Accept Street Crewman [Justin Nuckolls Resignation](#)
  - ii. Motion to Approve [Advertising for Vacant Street Crewman Position](#)
- e. Johansen – Police Dept
  - i. Motion to Accept Officer Richard Rix Resignation
  - ii. Camera Grant
  - iii. Letter of Commendation for Sgt. Power
- f. Gray – Fire & Rescue/ Code enforcement
- g. Kolf – Administration
  - i. Motion to Approve YMCA Repair [Estimate for Furnace Condensation](#)
  - ii. Budget Update
  - iii. Union Negotiation Update

- iv. Pool Update
- v. 2024 GO Bond Project Updates
  - 1. Chestnut Street Drainage
  - 2. Sharp Street
  - 3. Asphalt Overlay
- vi. Bridge Update
- vii. Trails Update
- viii. Website Update
- ix. IMMI Conference
- x. Change June 10th 2025 Council Meeting to June 3rd so Mitch and Dannielle may attend MPI (Clerk School) in Ames

**8. Resolution 3705 Setting Time and Place for A Public Hearing for the Purpose of Considering Budget Amendment 3**

**9. Community Development Block Grant-Disaster Recovery Projects**

- a. Motion to Approve the Following Pass Through CDBG Funds:
  - i. GAX 56- Arbor Hills-19-DRH-018- in the amount of \$39,535.72

**10. Mayor's Report**

**11. Council Member Report**

**12. Motion to Adjourn**

Order of agenda at discretion of Mayor

For hearing assistance contact City Hall seven business days prior to the meeting date.

**Virtually:** <https://meet.goto.com/CityofGlenwood> Phone: (786) 535-3211 Access Code: 738-827-117

## **Glenwood City Council Committee Meeting Minutes**

March 11th, 2025

Glenwood City Council met for a committee meeting on Tues, March 11th, 2025 at 6:01pm in Council Chambers prior to the City Council meeting. Mayor Angela Winquist called the meeting to order with the following Council Members present: Laurie Smithers, Natalie McEwen, Donnie Kates Christina Duran & Mike Lines. City employees present: Captain Kirk Worcester, Chief Matt Gray, Jamey Clark, Mitch Kolf, Dannielle Arnold, Nancy Godfrey & Tara Painter. Guests: Joe Foreman.

*Committee meetings are open to the public and for discussion only, no action is taken, but a quorum is usually present. Action, if any, will be taken during the Council Meeting following the committee meetings or at another scheduled council meeting.*

**Finance-Presentation FY26 Budget Review**-Highlights in the budget include Glenwood having the lowest property tax rate for cities of a comparable size in Southwest Iowa. Police and Fire/EMS make up 54.3% of the General Fund Expenditures. Street improvements including the Sharp Street overlay and the Chestnut Street Drainage projects are being funded with the 2024 GO Bond. The CDBG Downtown Revitalization grant, to include matching funds from the city, will improve storefront facades. Funds have been set aside to address potential pool repairs identified in the engineering report. Budget issues include a limited property tax growth. With operating expenditures greater than revenues, in the initial scorecard, cuts are required in order to structurally balance the budget.

## **Glenwood City Council Minutes**

March 11th, 2025

Glenwood City Council met in regular session on Tuesday, March 11th, 2025 at 7:00pm in Council Chambers. Mayor Winquist called the meeting to order and the Pledge of Allegiance was recited. The following Council Members were present: Laurie Smithers, Natalie McEwen, Christina Duran, Donnie Kates & Mike Lines. City employees present: Captain Kirk Worcester, Chief Matt Gray, Jamey Clark, Mitch Kolf, Dannielle Arnold, Nancy Godfrey, Ron Mattox, Jacob Weilage, Daniel Gregory & Tara Painter. Guests: Joe Foreman, Brad Oliver, Roger Williams.

Motion McEwen/2nd Smithers to approve the Consent Agenda as printed: Agenda, Abstract of Claims #17, Minutes from 02.25.2025 & 02.27.2025, Rex Theater-Renewal Class C Retail Alcohol License (LC): Roll Call: Ayes-5 Nays-0 Motion Carried

### **Committee Reports**

**Finance**-Reviewed draft of FY26 budget. This was a very detailed report.

### **Departmental Reports**

Painter-Library-There are a lot of problems with the printers, which take up a lot of time. There are also network issues. Would like these issues reported to Access Systems to get to the heart of the problem.

Mattox-Park/Rec-Chad Stouder will have waterlines done by April 15th. Communicate with Park Board and Recreation Clubs to leave the user agreements as they are.

Clark-Public Works-There was nothing to report except a globe on the square and a banner arm were broken during a recent storm.

Captain Worcester-Police Department- There were a total of 151 calls for service and 3 arrests. The sewer will require repair. Quotes obtained from Stouder for \$2,850 and Wallin for \$8,299. Motion Smithers/2nd McEwen to Approve Sewer Repair through Stouder for \$2,850 :Roll Call: Ayes-5 Nays-0 Motion Carried

Fire Department-Chief Gray-The City purchased power cots for EMS transports with ARPA funds and the Glenwood Volunteer Fire Association presented the Fire Department a check for \$31,101.30 to pay for a Stryker Power Lift to better serve the community and its citizens. Code enforcement is still waiting for the report on the Robinson Building.

Kolf-City Administrator-Mitch reported that a contractor cut 2 holes through the pool concrete to collect samples. Burbach did some tests from the samples. A geotechnical test still needs to be completed and a bid of \$6,575 for the next step is secured. Motion Duran/Lines to approve bid for Geotechnical bores at the pool: Roll Call: Ayes-5 Nays-0 Motion Carried

Trail Grant Update-Mitch is working on rescoping the project. The school is talking to the insurance carrier about what they need to be able to insure the bridge. The Mayor will reach out to the Mills County Trails group about potential plank replacement.

2019 GO Bond-There is \$93,000 left to spend. A transfer resolution will reimburse for eligible expenses. This may be used to cover costs for Fire Department equipment, streets and sewers.

Union Negotiation update-There was a counter proposal and this is under review with the City Attorney and the Union Representatives.

At the recent Mills County meeting there were first steps taken to make Emergency Medical Services an essential service county wide. The goal will be to have this placed on the ballot for the November election.

Motion Smithers/2nd Lines to Approve the Nebraska Trailblazers Special Events Application for the Mills County walk; Roll Call: Ayes-5 Nays-0 Motion Carried

The Motion to Approve Aquatic Center 2025 Rates was tabled for further review.

Motion Duran/2nd Lines to Approve the Following Pass Through CDBG Funds:GAX 55 Arbor Hills-19-DRH-018 in the amount of \$147,193.53; Roll Call: Ayes-5 Nays-0 Motion Carried

Motion Lines/2nd Smithers to Approve PayCommunity Development Block Grant-Downtown Revitalization: The Grant is being used for the downtown revitalization project to restore the storefront facades. The breakdown of funding is 50% CDBG, 25% property owners and 25% city match; Roll Call: Ayes-5 Nays-0 Motion Carried

Motion Lines/2nd Smithers to Approve Payment of Southwest Iowa Planning Council Invoice Number 1455-18 in the Amount of \$375.00 and Invoice Number 1455-17 in the amount of \$ 635.00; Roll Call: Ayes-5 Nays-0 Motion Carried

**Mayors Report**-Attended Leadership Day in Des Moines to discuss taxation and how it's affecting communities under 10,000 residents. They are looking at online training for newly elected officials.

**Council Member Report:** Donnie Kates mentioned a Relay for Life event titled "Cancer's a Beach". The event will take place on Friday, April 4th at the Bella Terra Vineyard on Barrus Road north of Glenwood.

Motion Smithers/2nd Duran to Adjourn at 7:51pm.

Attest:

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Angela Winquist, Mayor

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Dannielle Arnold, City Clerk

3/17/2025

Glenwood Public Works

Dear Jamey Clark and Administration

This letter is to inform you that I am resigning from my position as Street Crewman III at Glenwood Public Works. Effective 2 weeks from today 3/17/2025.

It has been a pleasure working here at Glenwood Public Works and I am truly grateful for the opportunities you have afforded me. My last working day will be 3/28/2025.

I intend to work at the highest quality level until my final day of employment. If there is anything you would like me to do to facilitate a smooth transaction during this time, please let me know.

Sincerely,

Justin Nuckolls

A handwritten signature in cursive script that reads "Justin Nuckolls". The signature is written in black ink and is positioned below the typed name.

The City of Glenwood Public Works Dept is seeking a full-time street crewman – applicants must have a valid class B CDL w/airbrakes & HS diploma, some experience w/concrete & running construction equipment preferred. Duties include opening & closing of pool, and operating dump truck & snow plow. Hrs are 7:00a.m. – 3:30p.m. Some on-call availability required. EOE applications accepted until Wednesday, April 16th, 2025 at 4:00 p.m. Further info & applications can be found on our website. [www.cityofglenwood.org](http://www.cityofglenwood.org). Starting pay \$22.50/hr plus health/dental insurance, retirement, etc.

# ESTIMATE

Houser's AC & HTG Service  
202 Woodlawn Avenue  
Glenwood, IA 51534

HVACHOUSER@GMAIL.COM  
+1 (712) 520-2204

**Bill to**  
Mills County YMCA  
110 Sivers Rd.  
Glenwood, IA 51534

**Ship to**  
Mills County YMCA  
110 Sivers Rd.  
Glenwood, IA 51534

## Estimate details

Estimate no.: 1109  
Estimate date: 03/19/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.			<p>This proposal addresses the need to replace the corroded copper condensate drain piping for horizontal furnaces F1 and F2, which serve the front lobby and office areas. Furnaces F1 and F2 are condensing units that produce acidic condensate, which has resulted in corrosion and leaks in the existing copper drain piping.</p> <p>To resolve this issue: All copper drain lines will be cut out and removed. New PVC drain lines will be installed, running from both furnaces to the washer drain located behind the lobby. Leaks will persist until this issue is properly addressed. Prompt action is recommended to prevent further damage.</p>			
2.		<b>Materials</b>	1" PVC/Fittings	1	\$400.00	\$400.00
3.		<b>Materials</b>	3/4" PVC/Fittings	1	\$325.00	\$325.00
4.		<b>Materials</b>	1/2" PVC/Fittings	1	\$215.00	\$215.00
5.		<b>Materials</b>	PVC Glue/Primer	1	\$50.00	\$50.00
6.		<b>Labor</b>	Service	1	\$1,620.00	\$1,620.00
7.		<b>Travel Expense</b>	Van Expense	1	\$10.00	\$10.00

Subtotal \$2,620.00

Sales tax \$183.40

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**Total \$2,803.40**

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Accepted date

Accepted by



**CITY OF GLENWOOD  
RESOLUTION 3705**

RESOLUTION SETTING PUBLIC HEARING PRIOR TO APPROVING THE  
AMENDED BUDGET NO. 3 FOR FISCAL YEAR ENDING JUNE 30, 2025

**WHEREAS**, the Glenwood City Council desires to set a public hearing prior to approving the Amended Budget No. 3 for Fiscal Year ending June 30, 2025; and

**WHEREAS**, the budget amendment does not change the property tax levy in the current fiscal year, which is currently \$14.58583 per \$1,000 of taxable property valuations; and

**WHEREAS**, the budget amendment is needed to align expenditures with donations, insurance reimbursements, align transfers, and make corrections.

**WHEREAS**, the City Council finds that setting the public hearing to amend the current budget is in the best interest of the City of Glenwood.

**NOW THEREFORE, BE IT RESOLVED** by the City Council of the City of Glenwood, Iowa, that Budget Amendment No. 3 for Fiscal Year ending June 30, 2025, be set for public hearing on April 29, 2025, at 7:00 p.m., during a regular meeting of the City Council.

**Passed and approved** this 25th day of March, 2025.

\_\_\_\_\_  
Angela Winqvist, Mayor

ATTEST:

\_\_\_\_\_  
Dannielle Arnold, City Clerk

**NOTICE OF PUBLIC HEARING - AMENDMENT OF CURRENT BUDGET**

City of GLENWOOD  
Fiscal Year July 1, 2024 - June 30, 2025

The City of GLENWOOD will conduct a public hearing for the purpose of amending the current budget for fiscal year ending June 30, 2025

**Meeting Date/Time:** 4/29/2025 07:00 PM

**Contact:** Mitch Kolf

**Phone:** (712) 527-4717

**Meeting Location:** City Hall  
5 North Vine Street  
Glenwood, IA 51534

There will be no increase in taxes. Any residents or taxpayers will be heard for or against the proposed amendment at the time and place specified above. A detailed statement of: additional receipts, cash balances on hand at the close of the preceding fiscal year, and proposed disbursements, both past and anticipated, will be available at the hearing. Budget amendments are subject to protest. If protest petition requirements are met, the State Appeal Board will hold a local hearing. For more information, consult <https://dom.iowa.gov/local-gov-appeals>.

REVENUES & OTHER FINANCING SOURCES		Total Budget as Certified or Last Amended	Current Amendment	Total Budget After Current Amendment
Taxes Levied on Property	1	3,100,617	-100,000	3,000,617
Less: Uncollected Delinquent Taxes - Levy Year	2	0	0	0
Net Current Property Tax	3	3,100,617	-100,000	3,000,617
Delinquent Property Tax Revenue	4	0	0	0
TIF Revenues	5	213,781	0	213,781
Other City Taxes	6	930,000	0	930,000
Licenses & Permits	7	57,600	0	57,600
Use of Money & Property	8	91,102	0	91,102
Intergovernmental	9	11,236,478	0	11,236,478
Charges for Service	10	565,110	40,000	605,110
Special Assessments	11	0	0	0
Miscellaneous	12	1,167,167	80,315	1,247,482
Other Financing Sources	13	2,208,471	0	2,208,471
Transfers In	14	983,800	648,682	1,632,482
<b>Total Revenues &amp; Other Sources</b>	<b>15</b>	<b>20,554,126</b>	<b>668,997</b>	<b>21,223,123</b>
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>				
Public Safety	16	2,677,218	117,615	2,794,833
Public Works	17	1,780,078	7,000	1,787,078
Health and Social Services	18	0	0	0
Culture and Recreation	19	1,895,543	341,000	2,236,543
Community and Economic Development	20	17,000	0	17,000
General Government	21	1,495,595	17,000	1,512,595
Debt Service	22	871,927	0	871,927
Capital Projects	23	12,363,000	0	12,363,000
Total Government Activities Expenditures	24	21,100,361	482,615	21,582,976
Business Type/Enterprise	25	0	0	0
<b>Total Gov Activities &amp; Business Expenditures</b>	<b>26</b>	<b>21,100,361</b>	<b>482,615</b>	<b>21,582,976</b>
Transfers Out	27	983,800	648,682	1,632,482
<b>Total Expenditures/Transfers Out</b>	<b>28</b>	<b>22,084,161</b>	<b>1,131,297</b>	<b>23,215,458</b>
<b>Excess Revenues &amp; Other Sources Over (Under) Expenditures/Transfers Out</b>	<b>29</b>	<b>-1,530,035</b>	<b>-462,300</b>	<b>-1,992,335</b>
Beginning Fund Balance July 1, 2024	30	6,226,319	0	6,226,319
<b>Ending Fund Balance June 30, 2025</b>	<b>31</b>	<b>4,696,284</b>	<b>-462,300</b>	<b>4,233,984</b>

**Explanation of Changes:** Correcting errors from previous budget entries. Correcting transfer amounts. Increasing transfer amount for potential pool repair. Also increasing department budgets due to grants, donations, or insurance reimbursements.

Attach supporting documentation to the back of this form

# STATE OF IOWA

# GAX

<b>BUDGET FY</b>		<b>General Accounting Expenditure</b>										<b>DOCUMENT NUMBER</b>				
<b>2025</b>		DATE <b>3/21/2025</b>			ACCTG PERIOD (mm/yy) <b>3/20/2025</b>							<b>56</b>				
VENDOR CODE <b>2132981</b>				AGENCY NAME												
VENDOR NAME AND ADDRESS City of Glenwood 5 North Vine Street Glenwood, Iowa 51534				BILL TO ADDRESS (ORDERING AGENCY) Iowa Economic Development Authority 1963 Bell Avenue, Suite 200 Des Moines, Iowa 50315				SHIP TO ADDRESS								
TERMS		FOB		ORDER APPROVED BY				GOODS RECEIVED/SERVICES PERFORMED								
								DATE INITIALS								
<b>QUANTITY</b>				VENDOR'S INVOICE NUMBER												
<b>ORDERED</b>	<b>RECEIVED</b>	<b>UNIT OF MEASURE</b>						<b>UNIT PRICE</b>		<b>TOTAL PRICE</b>						
				Request for Payment under 2019 CDBG-DR Contract Number: 19-DRH-018 Arbor Hills  Report Number: 56												
<b>DOCUMENT TOTAL</b>										<b>\$ 39,535.72</b>						
<b>CLAIMANT'S CERTIFICATION</b>						<b>AGENCY CERTIFICATION</b>										
I CERTIFY THAT THE ITEMS FOR WHICH PAYMENT IS CLAIMED WERE FURNISHED FOR STATE BUSINESS UNDER THE AUTHORITY OF THE LAW AND THAT THE CHARGES ARE REASONABLE, PROPER, AND CORRECT, AND NO PART OF THIS CLAIM HAS BEEN PAID.						I CERTIFY THAT THE ABOVE EXPENSE WERE INCURRED AND THE AMOUNTS ARE CORRECT AND SHOULD BE PAID FROM THE FUNDS APPROPRIATED BY:										
DATE		TITLE				<b>CODE OR CHAPTER SECTION(S)</b>										
CLAIMANT'S SIGNATURE						AUTHORIZED SIGNATURE										
<b>THE FOLLOWING FIELDS ARE FOR STATE ACCOUNTING USE ONLY</b>																
DOC TYPE (GAX) <b>GAX</b>	DOC NUMBER <b>56</b>		DOC DATE	ACCTG PRD	BUDGET FY <b>25</b>	ACTION NEW/MOD	PO SHIP INSTR	GAX TYPE	INT IND	INT SELLER FUND	INT SELLER AGCY					
VENDOR CODE <b>3052881</b>		ADDR OVERRIDE	F/A INDICATOR	EFT IND	TEXT -po's only (Y/N)		TEXT (po's only)									
REF DOC TYPE	REF DOC NUMBER		REF DOC LINE	COM LN	VEND INVOICE #	COMMODITY CODE		GS CONTRACT								
<b>LINE</b>	<b>FUND</b>	<b>AGCY</b>	<b>ORG</b>	<b>SUB ORG</b>	<b>ACTV</b>	<b>FUNC</b>	<b>OBJT</b>	<b>SUB OBJT</b>	<b>JOB NUMBER</b>	<b>REP CAT</b>	<b>QUANTITY / UNITS</b>	<b>I/D</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>	<b>I/D</b>	<b>P/F</b>
01	0001	269	5000				4125							\$ 39,535.72		
02																
03																
04																
05																
06																
07																
<b>DOCUMENT TOTAL</b>												<b>\$ 39,535.72</b>				

**GAX**

WARRANT #

AUDITED BY

PAID DATE