

**NOTICE OF REGULAR COUNCIL MEETING
CUMMING CITY COUNCIL
February 8, 2021 – 7:00 p.m.
Cumming City Hall, 649 N. 44th St., Cumming**

This meeting of the City of Cumming City Council, on Monday, February 8, 2021 will be held electronically. Attendees can access the meeting [via Zoom](#).

- I. ROLL CALL**
- II. OATH OF OFFICE**
- III. APPROVAL OF AGENDA** as presented and/or amended
- IV. PUBLIC COMMENT**
- V. BOARDS AND COMMISSIONS REPORTS**
 - A. Park and Recreation
 - B. Planning and Zoning
- VI. CONSENT ITEMS**
 - A. 1/11/21 Meeting Minutes
 - B. January IPERS Wage & Contribution Report
 - C. January Fund Balance Report
 - D. January Profit & Loss by Fund
 - E. January Profit & Loss Budget vs Actual YTD Summary
 - F. January Claims Paid & Summary of Receipts
 - G. Claims to Be Approved
 - H. January Building Permit Log
- VII. ACTION/DISCUSSION ITEMS**
 - A. **Public Hearing:** Maximum Levy for the Purpose of Considering the Maximum Tax Dollars for Certain Levies for the City's Proposed Fiscal Year 2022 Budget
 - B. **Resolution 2021-10** Approval of FY22 Maximum Property Tax Dollars
 - C. Budget FY22
 - D. **Resolution 2021-11** Set a Date (March 8, 2021) for a Public Hearing on the Proposed Budget for Fiscal Year 2021-2022
 - E. **Resolution 2021-12** A Resolution of the City of Cumming Relating to Employment of the City Administrator Applicable to Employees Not Within the Civil Service
 - F. **Resolution 2021-13** Resolution Approving Employment Contract Agreement
 - G. **Resolution 2021-14** Appointment of City Clerk
 - H. **Resolution 2021-15** Resolution Authorizing Wages and Benefits for City Employees
 - I. **Resolution 2021-16** Authorization of City Pay Ranges
 - J. Trail Maintenance
- VIII. OLD BUSINESS**
 - A. Designated Truck Routes
 - B. Food Truck Application Fees/Changes
 - C. Seasonal Events
- IX. REPORTS:**
 - A. Mayor
 - B. Council
 - C. Attorney
 - D. City Administrator
 - F. City Clerk

NOTICE OF REGULAR COUNCIL MEETING
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Cumming City Hall, 649 N. 44th St., Cumming

PUBLIC COMMENT

X. UPCOMING CITY COUNCIL MEETING: Regular Meeting: March 8, 7:00 p.m. at City Hall

XI. ADJOURN

*This meeting will also be held electronically through the Zoom App. If you would like to participate or view this meeting please download the app and choose "Join Meeting" up to 10 minutes prior or click the link. The **meeting ID is: 868 4582 7011 Password: 980776** If you would like to join by telephone please call: 312-626-6799 and enter the Meeting ID and Password when prompted. Please keep your microphone muted unless you are called upon to speak during public comment. The standard rules of order apply during this meeting. If have any questions about the operation of this app or how to join please contact City Hall at 515-981-9214

**OFFICIAL PUBLICATION
CITY OF CUMMING
Regular Council Meeting 1/11/2021
To be Approved at 2/8/21 Regular Meeting**

The Regular City Council Meeting of the City of Cumming was held via Zoom and at City Hall on Monday, January 11, 2021. The Meeting was called to order at 7:00 P.M. by Mayor Pro Tem Thomas Cackler. Present at Roll Call: Thomas Cackler, Brent Highfill, Kathie Hungerford, and Charlie Ochanpaugh. Mayor Tom Becker and Dino Goode were absent. Motion by Hungerford, seconded by Highfill to approve the agenda as amended with the removal of Item B of the Consent Items, 11/17/20 & 12/15/20 Planning & Zoning Meeting Minutes. Approved 4-0.

Public Comment: None

Boards and Commissions Reports:

- A. Kathie Hungerford presented for the Park and Recreation Board. Park and Recreation have requested the use of the City Facebook Page for a City BINGO event.
- B. Brent Highfill presented for the Planning and Zoning Commission noting the motions recently passed.

Consent Items:

Motion by Hungerford, seconded by Highfill to approve consent items as amended. 12/14/20 & 1/6/21 Meeting Minutes, December IPERS Wage & Contribution Report, December Fund Balance Report, December Profit & Loss by Fund, December Profit & Loss Budget vs Actual YTD Summary, December Claims Paid & Summary of Receipts, Claims to Be Approved, December Building Permit Log, Approved 4-0.

Expenditures:

Name	Memo	Amount
City State Bank	Reorder Checks	-65.00
Paul King	Crop Damage Compensation	-2,300.00
MSA Professional Services	Inv. R09140004.0 - 7	-161.25
Koch Office Group	Inv 392576	-138.86
City of Des Moines	WRA Payment - Invoice # 117806	-3,325.10
Waste Connections	September 2020 Bill - Inv #3063902	-2,287.34
Caliber Concrete, LLC	Replace Three panels - N. Cattail Creek	-3,393.00
Iowa State University	Workshop	-50.00
Ritchie, Angie	Reimbursement - Zoom	-16.04
Office Depot	Office Supplies	-189.52
IMFOA	Workshop	-50.00
Warren County Sheriff	1 of 2, FY21 Agreement	-4,757.00
N/Warren Town & County News	Invoice Dated 11/19/20	-93.89
Combined Systems Technology	Inv. 143425	-23.80
Ritchie, Angie	Reimbursement - Surety Bond & Mileage 4th Qtr 2020	-205.41
Skinner Law Office PC	Invoice #17027	-2,918.74
N/Warren Town & County News	Invoice Dated 12/3/20	-59.40
US Bank	Copier Lease	-118.64
	Invoices 507050870, 507136664, 507139927, 507147671	-727.31
MidAmerican Energy	Invoice #285990	-2,835.55
Warren County Snow Removal	Bill Date 12/13/20	-160.39
Century Link	Engineering costs	-13,607.86
Veenstra & Kimm Inc.	Site Plan Review	-200.00
Pine Valley Inspections		
Accounts Payable Total		-37,684.10
Payroll December		-4,962.15
December Benefits		-1,965.44
December Liabilities/IPERS		-2,833.26
General Fund Total		-47,444.95
Sewer		-3,325.10
Capital Projects		-117,383.27
Total Expenditures		-168,153.30

Action/Discussion Items

- A. Motion by Ochanpaugh, seconded Hungerford to approve the third reading of **Ordinance 2020-08** An Ordinance Amending the Code of Ordinances of the City of Cumming, Iowa, by Amending Provisions Pertaining to Chapter 69 Parking Regulations with motion for Clerk to Post. Approved 4-0.
- B. Motion by Ochanpaugh, seconded by Highfill to approve **Resolution 2021-01** Appoint Central Iowa Regional Drinking Water Commission Representative. Approved 4-0
- C. Motion by Highfill, seconded by Hungerford to approve **Resolution 2021-02** Appoint Iowa Communities Assurance Pool Representative. Approved 4-0.

- D. Motion by Highfill, seconded by Hungerford to approve **Resolution 2021-03** Appoint Iowa Municipal Workers Compensation Association Agent and Representative. Approved 4-0.
- E. Motion by Hungerford, Seconded by Ochanpaugh to approve **Resolution 2021-04** Appoint Des Moines Area Metropolitan Planning Organization Representative. Approved 4-0.
- F. Motion by Highfill, seconded by Hungerford to approve **Resolution 2020-05** Appoint Des Moines Metropolitan Wastewater Reclamation Authority Representatives. Approved 4-0.
- G. Motion by Hungerford, seconded Ochanpaugh to Appoint Brent Highfill as Mayor Pro Tem. Approved 4-0
- H. Motion by Highfill, seconded by Hungerford to approve **Resolution 2020-06** Set a Date for a Public Hearing (February 8, 2021) – Max Levy
- I. Motion by Highfill, seconded by Ochanpaugh to approve **Resolution 2020-07** Resolution Approving Plat of Survey on Parcel F, Warren County (2197 Delaware Street) Approved 4-0.
- J. Motion by Hungerford, Seconded by Highfill to approve **Resolution 2021-08** A Resolution of the City of Cumming Relating to the Employment of the Deputy Clerk Applicable to Employees Not Within the Civil Service, Approved 4-0.
- K. Motion by Highfill, seconded by Hungerford to approve **Resolution 2021-09** A Resolution Authorizing Wages for a City Employee. Approved 4-0.
- L. Motion by Highfill, seconded by Hungerford to approve Elizabeth Squier to the Park and Recreation Board for a three-year term ending June 30, 2024. Approved 4-0.
- M. Motion by Hungerford, Seconded by Ochanpaugh to approve Martin Squier to the Planning and Zoning Commission or a five-year term ending June 30, 2026.
- N. Motion by Ochanpaugh seconded by Highfill to approve Kathleen Rousseau to the Board of Adjustments Board for a five-year term ending June 30, 2026.
- O. Motion by Highfill, seconded by Hungerford to approve a \$500 Reward for the information leading to the prosecution of the individual(s) responsible for the theft of the Welcome to Cumming Sign.

Reports: Mayor Pro Tem: None, Council: Reminder to Schedule Street Cleaning in April, Road Work on G-14
City Attorney: Recent work session with P&Z was successful, upcoming Work Session with BOA.
Administrator: Signs for rezoning; City Clerk: Welcome to the new Deputy Clerk, Sara Flanagan

Public Comment: John McPartland of P&Z – Christmas decorations coming down this week.

Upcoming City Council Meeting: Work Session, Monday, January 25, 2021 at 7:00 p.m.; Regular Council Meeting, Monday, February 8, 2021 at 7:00 p.m.

Motion by Hungerford, seconded by Highfill to Adjourn at 7:35 p.m. Approved 4-0.

Tom Becker, Mayor

Attest: Angie Ritchie, City Clerk

Wage & Contribution Report

Effective Date: 01/01/2021
 Generated On: 02/03/2021 08:58:11
 Due Date:2021-02-15
 WAGE REPORT JANUARY 2021
 Report Status: Initial
 Trans#: 120902312
 Date Released: null
 Member Count: 4
 Report Source: LOB - manual

Employer Name: 91308 CITY OF CUMMING

Wage History Summary

Agreement	Occupation Code	Period Wages	Employer Contributions	Member Contributions	Funds Total
MONTHLY Cities	01-Regular	\$ 3,545.10	\$ 334.66	\$ 222.99	\$ 557.65
MONTHLY Cities	17-Part-time Elected Officials	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Totals		\$ 3,545.10	\$ 334.66	\$ 222.99	\$ 557.65

Cash Summary

Fund	Due	Paid	Balance
Employer Contributions	\$ 334.66	\$ 0.00	\$ 334.66
Member Contributions	\$ 222.99	\$ 0.00	\$ 222.99
Totals	\$ 557.65	\$ 0.00	\$ 557.65

Wage & Contribution Report

Effective Date: 01/01/2021
 Generated On: 02/03/2021 08:58:11
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 WAGE REPORT JANUARY 2021
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Employer Name: 91308 CITY OF CUMMING

Agreement	Occupation Code	Period Wages	Employer Contributions	Member Contributions	Funds Total
MONTHLY Cities	01-Regular	\$ 3,545.10	\$ 334.66	\$ 222.99	\$ 557.65
MONTHLY Cities	17-Part-time Elected Officials	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Jan 1, 2021	BECKER, THOMAS B	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Jan 1, 2021	FLANAGAN, SARA M	\$ 345.10	\$ 32.58	\$ 21.71	\$ 54.29
Jan 1, 2021	HUNGERFORD, KATHIE E	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Jan 1, 2021	RITCHIE, ANGIE	\$ 3,200.00	\$ 302.08	\$ 201.28	\$ 503.36
		\$ 3,545.10	\$ 334.66	\$ 222.99	\$ 557.65
Totals:		\$ 3,545.10	\$ 334.66	\$ 222.99	\$ 557.65

City of Cumming
Balance Sheet by Month (Fiscal Year-To-Date)
 As of January 31, 2021

	Jul 31, 20	Aug 31, 20	Sep 30, 20	Oct 31, 20	Nov 30, 20	Dec 31, 20	Jan 31, 21
ASSETS							
Current Assets							
Checking/Savings							
0001110 · Operating Checking	7,068.96	-28,496.51	15,615.79	46,465.78	21,558.14	6,751.42	-4,364.46
0001111 · Savings	1,011.32	1,011.32	1,011.66	1,011.66	1,011.66	1,011.66	1,011.66
0001112 · Money Market	1,012,822.52	977,400.26	740,122.52	1,364,492.20	1,333,949.70	1,296,778.23	1,266,778.23
Total Checking/Savings	1,020,902.80	949,915.07	756,749.97	1,411,969.64	1,356,519.50	1,304,541.31	1,263,425.43
Accounts Receivable							
1220 · Accounts Receivable	135,595.28	135,595.28	135,545.28	138,898.23	131,359.79	138,898.23	141,112.20
Total Accounts Receivable	135,595.28	135,595.28	135,545.28	138,898.23	131,359.79	138,898.23	141,112.20
Other Current Assets							
Undeposited Funds	0.00	0.00	0.00	5,115.30	0.00	25.00	11,459.92
Total Other Current Assets	0.00	0.00	0.00	5,115.30	0.00	25.00	11,459.92
Total Current Assets	1,156,498.08	1,085,510.35	892,295.25	1,555,983.17	1,487,879.29	1,443,464.54	1,415,997.55
TOTAL ASSETS	1,156,498.08	1,085,510.35	892,295.25	1,555,983.17	1,487,879.29	1,443,464.54	1,415,997.55
LIABILITIES & EQUITY							
Liabilities							
Current Liabilities							
Other Current Liabilities							
2120 · Accrued Payroll Taxes	1,296.88	1,002.02	3,372.56	2,968.24	739.45	503.36	2,042.98
Total Other Current Liabilities	1,296.88	1,002.02	3,372.56	2,968.24	739.45	503.36	2,042.98
Total Current Liabilities	1,296.88	1,002.02	3,372.56	2,968.24	739.45	503.36	2,042.98
Total Liabilities	1,296.88	1,002.02	3,372.56	2,968.24	739.45	503.36	2,042.98
Equity							
001-999 · Fund Balances	1,155,201.20	1,084,508.33	888,922.69	1,553,014.93	1,487,109.84	1,442,931.18	1,442,931.18
Net Income	0.00	0.00	0.00	0.00	30.00	30.00	-28,976.61
Total Equity	1,155,201.20	1,084,508.33	888,922.69	1,553,014.93	1,487,139.84	1,442,961.18	1,413,954.57
TOTAL LIABILITIES & EQUITY	1,156,498.08	1,085,510.35	892,295.25	1,555,983.17	1,487,879.29	1,443,464.54	1,415,997.55

City of Cumming
Profit & Loss by Fund (Last Month)
January 2021

	General ... (Govern...	Emplo... (Speci...	Total S... (Gover...	Total G...	Wate... (Wat...	Total... (Pro...	Sewer ... (Sewer)	Sewer P... (Sewer)	Total Se... (Propriet...	Total Pr...	Uncl...	TOTAL
Ordinary Income/Expense												
Income												
B - Licenses & Permits	175.30	0.00	0.00	175.30	0.00	0.00	0.00	7,861.04	7,861.04	7,861.04	0.00	8,036.34
E - Charges for Services	1,462.59	0.00	0.00	1,462.59	237.49	237.49	1,287.68	0.00	1,287.68	1,525.17	0.00	2,987.76
G - Miscellaneous Revenues	3,543.88	0.00	0.00	3,543.88	0.00	0.00	0.00	2,063.67	2,063.67	2,063.67	0.00	5,607.55
Total Income	5,181.77	0.00	0.00	5,181.77	237.49	237.49	1,287.68	9,924.71	11,212.39	11,449.88	0.00	16,631.65
Gross Profit	5,181.77	0.00	0.00	5,181.77	237.49	237.49	1,287.68	9,924.71	11,212.39	11,449.88	0.00	16,631.65
Expense												
100-799 - Governmental Activities	24,767.84	1,504.00	1,504.00	26,271.84	0.00	0.00	0.00	15,000.00	15,000.00	15,000.00	334.66	41,606.50
800 - Business Type Activities	-82,733.77	0.00	0.00	-82,733.77	195.00	195.00	3,363.90	83,206.63	86,570.53	86,765.53	0.00	4,031.76
Total Expense	-57,965.93	1,504.00	1,504.00	-56,461.93	195.00	195.00	3,363.90	98,206.63	101,570.53	101,765.53	334.66	45,638.26
Net Ordinary Income	63,147.70	-1,504.00	-1,504.00	61,643.70	42.49	42.49	-2,076.22	-88,281.92	-90,358.14	-90,315.65	-334.66	-29,006.61
Net Income	63,147.70	-1,504.00	-1,504.00	61,643.70	42.49	42.49	-2,076.22	-88,281.92	-90,358.14	-90,315.65	-334.66	-29,006.61

City of Cumming
Profit & Loss Budget vs. Actual YTD (Summary)
July 2020 through January 2021

	Jul '20 - Jan 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
A · Taxes	294,575.13	519,573.00	-224,997.87	56.7%
B · Licenses & Permits	28,630.59	17,075.00	11,555.59	167.7%
C · Use of Money & Property	2,135.80	15,000.00	-12,864.20	14.2%
D · Intergovernmental	14,997.49	26,000.00	-11,002.51	57.7%
E · Charges for Services	254,681.49	64,100.00	190,581.49	397.3%
G · Miscellaneous Revenues	227,410.12	25,000.00	202,410.12	909.6%
H · Other Financing Sources	454,200.00	190,042.00	264,158.00	239.0%
Total Income	1,276,630.62	856,790.00	419,840.62	149.0%
Gross Profit	1,276,630.62	856,790.00	419,840.62	149.0%
Expense				
100-799 · Governmental Activities	271,012.67	609,080.00	-338,067.33	44.5%
800 · Business Type Activities	635,885.26	43,250.00	592,635.26	1,470.3%
900 · Other Activities	4,200.00	190,042.00	-185,842.00	2.2%
Total Expense	911,097.93	842,372.00	68,725.93	108.2%
Net Ordinary Income	365,532.69	14,418.00	351,114.69	2,535.3%
Other Income/Expense				
Other Expense				
Fund Balance Transfer	394,509.30			
Total Other Expense	394,509.30			
Net Other Income	-394,509.30	0.00	-394,509.30	100.0%
Net Income	-28,976.61	14,418.00	-43,394.61	-201.0%

City of Cumming
Claims To Be Approved
All Transactions

Type	Date	Num	Name	Memo	Amount
Check	01/18/2021		Absolute Infrastructure	Partial Pay Number 5, South Trunk Sewer Phase 3	-2,360.08
Check	01/18/2021		City of Des Moines	WRA Payment - Invoice # 118191	-3,325.10
Check	01/18/2021		Waste Connections	September 2020 Bill - inv #3078530	-2,287.34
Check	01/19/2021		Iowa One Call	Invoice #228820	-5.40
Check	01/19/2021		Warren County Oil	Ticket #0306768	-339.41
Check	01/19/2021		Office Depot	Office Supplies, Inv. # 14515712001	-280.66
Check	01/19/2021		N/Warren Town & C...	Invoice Dated 1/14/21	-19.16
Check	01/19/2021		Combined Systems ...	Inv. 143990	-23.80
Check	01/19/2021		Ritchie, Angie	Reimbursements - Postage, Adobe, Supplies	-36.27
Check	01/19/2021		Secretary of State	S. F. Notary App Fee	-30.00
Check	01/19/2021		US Bank	Copier Lease	-118.64
Check	01/19/2021		Fagen, Robert L.	Insurance Reimbursement - Office Supplies	-26.75
Total					-8,852.61

City of Cumming
Claims To Be Approved
All Transactions

Type	Date	Num	Name	Memo	Amount
Check	02/01/2021		Fagen, Robert L.	Insurance Reimbursement -Inv. 118462	-1,504.00
Check	02/01/2021		Ritchie, Angie	Reimbursements - Postage, Adobe, Supplies	-98.96
Check	02/01/2021		Veenstra & Kimm Inc.	Engineering costs, Dated 1.22.21	-8,529.12
Check	02/01/2021		HostGator	SiteLock & Code Guard	-104.83
Check	02/01/2021		Midamerican Energy	Invoices 508291142, 508172742, 508142330, 508282871	-718.41
Check	02/01/2021		N/Warren Town & C...	Invoice Dated 1/21/21	-186.36
Check	02/01/2021		Iowa League of Cities	MPI Classes	-160.00
Check	02/01/2021		Office Depot	Office Supplies, Inv. #147663324001, 147668019001, 147660...	-259.08
Check	02/01/2021		Mark Walker	Reimbursements for Septic Tank Fees	-762.95
Check	02/01/2021		Century Link	Bill Date 1/13/21	-582.33
Check	02/01/2021		Warren County Snow...	Invoice #765670	-1,622.05
Check	02/01/2021		Combined Systems ...	Inv. 144310	-2,500.00
Check	02/01/2021		Des Moines Water ...	Acct. # 0214509-000066	-206,498.77
Total					-223,526.86

5:00 PM

02/05/21

City of Cumming
Claims To Be Approved
All Transactions

Type	Date	Num	Name	Memo	Amount
Check	02/12/2021		Warren County Snow...	Invoice #765675	-4,183.75
Check	02/12/2021		Waste Connections	January 2021 Bill - Inv #3095398	-2,299.24
Check	02/12/2021		Iowa State University	P&Z Workshop Whalen, Stanford	-90.00
Check	02/12/2021		Norwalk Area Cham...	Annual Membership Dues	-500.00
Check	02/12/2021		IMFOA	Annual Dues, Ritchie, Flanagan	-100.00
Total					<u><u>-7,172.99</u></u>

SKINNER LAW OFFICE, P.C.

160 Adventureland Drive NW, Suite B, PO Box 367
Altoona, IA 50009

INVOICE

Invoice # 17385
Date: 02/02/2021
Due Upon Receipt

CUMMING
PO BOX 100
CUMMING, IA 50061

CITY BUSINESS

Date	Notes	Timekeeper	Quantity	Rate	Total
12/08/2020	Phone call with Bob Fagen re: various city matters	CW	0.50	\$175.00	\$87.50
12/08/2020	Phone call to Michael Holzworth and left message	CW	0.10	\$175.00	\$17.50
12/08/2020	Review Holzworth letter, memo to file.	BS	0.25	\$225.00	\$56.25
12/08/2020	Phone call with Bob Fagen re: Planning and Zoning matters	CW	0.30	\$175.00	\$52.50
12/08/2020	Review correspondence from Michael Holzworth and draft response	CW	0.60	\$175.00	\$105.00
12/08/2020	Phone call with Ethan Roos re: Planning and Zoning issues	CW	0.30	\$175.00	\$52.50
12/10/2020	Meet with Bob Fagen re: City Council Meeting agenda	CW	1.10	\$175.00	\$192.50
12/10/2020	Phone call with Angie Ritchie re: Kum & Go site plan	CW	0.30	\$175.00	\$52.50
12/10/2020	Review letter in opposition to gas station	CW	0.30	\$175.00	\$52.50
12/10/2020	Review site plan for Kum & Go and review code of ordinances	CW	0.60	\$175.00	\$105.00
12/11/2020	Phone call with Bob Fagen	CW	0.25	\$175.00	\$43.75
12/12/2020	Meet with Bob Fagen re: various city matters	CW	2.50	\$175.00	\$437.50
12/12/2020	Email from Angie Ritchie re: planning and zoning voting and email to Bob Fagen	CW	0.30	\$175.00	\$52.50
12/12/2020	Email to Angie Ritchie re: resolution for approval of site plan	CW	0.25	\$175.00	\$43.75

12/12/2020	Meeting with Bob Fagan to discuss responses and HR issues	GH	1.00	\$200.00	\$200.00
12/14/2020	Phone call with Bob Fagen	CW	0.40	\$175.00	\$70.00
12/14/2020	Review/Save: Email Correspondences Re: CenturyLink Quote, Comments and Updated Plat.	TH	0.08	\$100.00	\$8.33
12/14/2020	Review letter from Jeff Harden re: review of site plan	CW	0.30	\$175.00	\$52.50
12/14/2020	City council meeting	CW	2.00	\$175.00	\$350.00
12/15/2020	Phone call with Bob Fagen re: planning and zoning meeting	CW	0.20	\$175.00	\$35.00
12/15/2020	planning and zoning meeting	CW	1.00	\$175.00	\$175.00
12/18/2020	Phone call with Bob Fagen re: various city matters	CW	0.25	\$175.00	\$43.75
12/22/2020	Email from Angie Ritchie re: Board of Adjustment and email response	CW	0.30	\$175.00	\$52.50
12/30/2020	Phone call from Stuart Ruddy re: lawsuit served and review petition	CW	0.50	\$175.00	\$87.50
12/30/2020	Review lawsuit.	BS	0.45	\$225.00	\$101.25
12/30/2020	Phone call with Bob Fagen	CW	0.45	\$175.00	\$78.75
12/31/2020	Call with attorney re: lawsuit.	BS	0.20	\$225.00	\$45.00
01/04/2021	email from Matt Daniels and email response re: work session	CW	0.20	\$175.00	\$35.00
01/04/2021	phone call with Bob Fagen re: special city council meeting; email to Bob with language for agenda	CW	0.45	\$175.00	\$78.75
01/04/2021	Email from Angie Ritchie and email response re: council agenda	CW	0.20	\$175.00	\$35.00
01/05/2021	Phone call with Bob Fagen re: various city matters	CW	0.50	\$175.00	\$87.50
01/05/2021	Phone call to Stuart Ruddy and left voicemail	CW	0.10	\$175.00	\$17.50
01/06/2021	Email to Angie Ritchie re: rezoning application	CW	0.10	\$175.00	\$17.50
01/06/2021	Phone call with Bob Fagen re: city council meeting	CW	0.20	\$175.00	\$35.00
01/06/2021	Email to Pat Whalen re: potential Board of Adjustment meeting	CW	0.15	\$175.00	\$26.25
01/06/2021	Phone call with Pat Whalen and email to Angie Ritchie re: scheduling of working session with Board of Adjustment	CW	0.40	\$175.00	\$70.00
01/06/2021	Review Petition and exhibits- Holzworth v City of Cumming and legal research, prep for city council meeting	CW	0.45	\$175.00	\$78.75

Subtotal **\$3,132.08**

Zoning Issues

Date	Notes	Timekeeper	Quantity	Rate	Total
12/04/2020	Review ordinance for sign process, review meeting minutes and process for meeting and proposed planning for training.	GH	0.30	\$200.00	\$60.00
Subtotal					\$60.00

Great Western Crossing

Date	Notes	Timekeeper	Quantity	Rate	Total
12/15/2020	Review assignment of interest in development agreement and email to Angie Ritchie	CW	0.25	\$175.00	\$43.75
12/16/2020	Review/Save: Email Correspondences Re: Collateral Assigned of Development Agreement.	TH	0.08	\$100.00	\$8.33
12/18/2020	Email Correspondences. Collateral Assignment of Development Agreement.	TH	0.08	\$100.00	\$8.33
Subtotal					\$60.41

Middlebrook Development

Date	Notes	Timekeeper	Quantity	Rate	Total
12/09/2020	Review/Save: Email Correspondences Re: Revisions of Master Development Agreement.	TH	0.08	\$100.00	\$8.33
12/12/2020	Review and redline development agreement, email to Bob Fagen	CW	1.00	\$175.00	\$175.00
12/14/2020	Review/Save: Email Correspondences Re: Development Agreement to Hogan and Henderson.	TH	0.08	\$100.00	\$8.33
12/22/2020	Phone call with Tom Henderson re: development agreement	CW	0.35	\$175.00	\$61.25
01/06/2021	Email to Bob Fagen and Tony Bellizzi re: meeting on development agreement	CW	0.10	\$175.00	\$17.50
Subtotal					\$270.41

2020 - City Council Meetings & P&Z Meetings

Date	Notes	Timekeeper	Quantity	Rate	Total
12/08/2020	Review/Save: Email Correspondences Re: Vote-Abstaining.	TH	0.25	\$0.00	\$0.00
12/09/2020	Review/Save: Email Correspondences Re: Abstaining, Reservations, Site Plan. Council Meeting and Agenda.	TH	0.33	\$0.00	\$0.00
12/11/2020	Review/Handle/Save: Email Correspondences. Prepare Agenda and Packet.	TH	0.42	\$0.00	\$0.00

12/14/2020	Review/Save: Email Correspondences Re: Roth Plat Resolution 2020-78, CenturyLink, and Agenda	TH	0.17	\$0.00	\$0.00
12/15/2020	Review/Handle/Prepare: Email Correspondences Re: P&Z Meeting, Agenda and Packet.	TH	0.25	\$0.00	\$0.00
12/16/2020	Review/Handle: Email Correspondences Re: P&Z Meeting.	TH	0.33	\$0.00	\$0.00
12/16/2020	Review/Save: Email Correspondences Re: Council Meeting, P&Z Meeting and Minutes.	TH	0.17	\$0.00	\$0.00
12/18/2020	Email Correspondences. Meeting Minutes.	TH	0.08	\$0.00	\$0.00
01/05/2021	Email Correspondences. Special Council Meeting Agenda and Packet. P & Z Work Session Meeting.	TH	0.42	\$0.00	\$0.00
				Subtotal	\$0.00

Board of Adjustment

Date	Notes	Timekeeper	Quantity	Rate	Total
01/04/2021	Email Correspondences. Organize to CLIO.	TH	0.50	\$0.00	\$0.00
				Subtotal	\$0.00

Kum & Go

Date	Notes	Timekeeper	Quantity	Rate	Total
12/09/2020	Review/Save: Email Correspondences Re: Notices, Holzworth and Rezone.	TH	0.33	\$0.00	\$0.00
12/10/2020	Scan/Save: Email Correspondence and Letter Re: Holzworth Communications, BOA Application for Signs and Requested Info Re: Approved Building Permit and Comments.	TH	0.42	\$0.00	\$0.00
12/11/2020	Review/Handle/Save: Email Correspondences: Letter Sent to Residents and Building Elevations and Truck Parking Limit.	TH	0.17	\$0.00	\$0.00
12/12/2020	Meeting to discuss zoning, p & Z and council agenda for monday night	GH	1.25	\$200.00	\$250.00
12/16/2020	Review/Save: Email Correspondences.	TH	0.17	\$0.00	\$0.00
12/18/2020	Email Correspondences. Variance and Special Exemption Request.	TH	0.17	\$100.00	\$16.67
				Subtotal	\$266.67
				Subtotal	\$3,789.57
				Total	\$3,789.57

Detailed Statement of Account**Current Invoice**

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
17385	02/02/2021	\$3,789.57	\$0.00	\$3,789.57
Outstanding Balance				\$3,789.57
Total Amount Outstanding				\$3,789.57

Trust Account

Date	Type	Notes	Matter	Receipts	Payments	Balance
11/19/2018	CHECK	FUNDS RECEIVED IN EXCESS OF INVOICE #8550	Cumming - 1		\$5,269.17	\$5,269.17
11/19/2018	CHECK	PAYMENT OF INVOICE #8550	Cumming - 1	\$3,653.34		\$1,615.83
11/30/2018	CHECK	PAYMENT FOR INV. #8201	Cumming - 1	\$1,615.83		\$0.00
03/19/2019	CHECK	FUNDS IN EXCESS OF INVOICE #10047	Cumming - 1		\$5,253.33	\$5,253.33
03/19/2019	CHECK	PAYMENT OF INVOICE #10047	Cumming - 1	\$4,628.33		\$625.00
08/16/2019	CHECK	TO PAY BALANCE OF INVOICE #11362	Cumming - 1	\$625.00		\$0.00
Trust Account Balance						\$0.00

Please make all amounts payable to: Skinner Law Office, P.C.
 Payment is due upon receipt.
 We gladly accept Visa, Mastercard, Discover and American Express.

City of Cumming
Claims Paid & Summary of Receipts (Last Month)
 January 2021

Type	Date	Num	Name	Memo	Amount
0001110 - Operating Checking					
Check	01/04/2021	6186	Veenstra & Kimm Inc.	Engineering costs, Dated 11.20.20	-22,122.80
Paycheck	01/04/2021	6184	Fagen, Robert L.		-724.58
Paycheck	01/04/2021	6185	Ritchie, Angie		-1,203.96
Check	01/04/2021	6187	Warren County Snow...	Invoice #765654	-4,118.75
Check	01/04/2021	6188	Fagen, Robert L.	Insurance Reimbursement - Inv. 118126	-1,504.00
Check	01/04/2021	6189	Ritchie, Angie	Reimbursements - CBC, Zoom & Adobe	-46.93
Check	01/04/2021	6190	N/Warren Town & C...	Invoice Dated 12/24/20	-56.52
Check	01/04/2021	6191	Simmering Cory Inc	November 2020 Supplement	-1,496.00
Check	01/08/2021	Transfer		MM To Checking Transfer	30,000.00
Deposit	01/14/2021			Utility Deposit	2,715.56
Check	01/18/2021	6195	Absolute Infrastructure	Partial Pay Number 5, South Trunk Sewer Phase 3	-2,360.08
Check	01/18/2021	6196	City of Des Moines	WRA Payment - Invoice # 118191	-3,325.10
Check	01/18/2021	6197	Waste Connections	September 2020 Bill - Inv #3078530	-2,287.34
Paycheck	01/19/2021	6192	Fagen, Robert L.		-724.58
Paycheck	01/19/2021	6194	Ritchie, Angie		-1,622.71
Paycheck	01/19/2021	6193	Flanagan, Sara M		-296.99
Check	01/19/2021	6198	Iowa One Call	Invoice #228820	-5.40
Check	01/19/2021	6199	Warren County Oil	Ticket #0306768	-339.41
Check	01/19/2021	6200	Office Depot	Office Supplies, Inv. # 14515712001	-280.66
Check	01/19/2021	6201	N/Warren Town & C...	Invoice Dated 1/14/21	-19.16
Check	01/19/2021	6202	Combined Systems ...	Inv. 143990	-23.80
Check	01/19/2021	6203	Ritchie, Angie	Reimbursements - Postage, Adobe, Supplies	-36.27
Check	01/19/2021	6204	Secretary of State	S. F. Notary App Fee	-30.00
Check	01/19/2021	6205	US Bank	Copier Lease	-118.64
Check	01/19/2021	6206	Fagen, Robert L.	Insurance Reimbursement - Office Supplies	-26.75
Liability Check	01/19/2021	6207	IPERS	January 2021 IPERS	-1,061.01
Total 0001110 - Operating Checking					-11,115.88
0001112 - Money Market					
General Fund					
Check	01/08/2021	Transfer		MM to Checking Transfer	-30,000.00
Total General Fund					-30,000.00
Total 0001112 - Money Market					-30,000.00
TOTAL					-41,115.88

NOTICE OF PUBLIC HEARING CITY OF CUMMING

APPROVAL OF THE PROPOSED BUDGET FOR FISCAL YEAR 2022

Notice is hereby given that the City Council of the City of Cumming, Iowa, will conduct an electronic public hearing on Monday, February 8, 2021, 7:00 P.M., via Zoom, Meeting ID: 868 4582 7011 PW: 980776 to receive comments on the following:

Maximum Levy, Property Taxes Fiscal Year 2022

Additional information regarding this request may be obtained by contacting the City Clerk at 981-9214.

Anyone wishing to comment on this matter should attend this hearing or submit written comments at any time prior to the hearing. Send comments to City of Cumming, P.O. Box 100, Cumming, IA. 50061

RESOLUTION 2021-10
City of Cumming

APPROVAL OF FY2022 MAXIMUM PROPERTY TAX DOLLARS

WHEREAS, the City Council of the City of Cumming have considered the proposed FY2022 city maximum property tax dollars for the affected levy total, and

WHEREAS, a notice concerning the proposed city maximum property tax dollars was published as required and posted on city web site and/or social media accounts if applicable,

WHEREAS, a public hearing concerning the proposed city maximum property tax dollars was held on February 8, 2021

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Cumming that the maximum property tax dollars for the affected tax levies for FY22 shall not exceed the following total:

Total maximum levy for affected property tax levies - \$253,535

The Maximum Property Tax dollars requested in the total maximum levy for affected property tax levies for FY2022 does represent an increase of greater than 102% from the Maximum Property Tax dollars requested for FY2022.

Roll Call Vote:

Thomas Cackler	- YEA/NAY
Larry Goode, Jr.	- YEA/NAY
Brent Highfill	- YEA/NAY
Kathie Hungerford	- YEA/NAY
Charlie Ochanpaugh	- YEA/NAY

Passed and Approved this 8th day of February, 2021

Tom Becker, Mayor

ATTEST:

Angie Ritchie, City Clerk

NOTICE OF PUBLIC HEARING - CITY OF CUMMING - PROPOSED PROPERTY TAX LEVY

Fiscal Year July 1, 2021 - June 30, 2022

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

Meeting Date: February 8, 2021 **Meeting Time:** 07:00 PM **Meeting Location:** Zoom, Meeting ID: 868 4582 7011 PW: 980776

At the public hearing any resident or taxpayer may present objections to, or arguments in favor of the proposed tax levy. After adoption 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.cumming.iowa.gov

City Telephone Number
(515)981-9214

	Current Year Certified Property Tax 2020 - 2021	Budget Year Effective Property Tax 2021 - 2022	Budget Year Proposed Maximum Property Tax 2021 - 2022	Annual % CHG
Regular Taxable Valuation	25,645,041	26,443,840	26,443,840	
Tax Levies:				
Regular General	207,725	207,725	214,195	
Contract for Use of Bridge	0	0	0	
Opr & Maint Publicly Owned Transit	0	0	0	
Rent, Ins. Maint. Of Non-Owned Civ. Ctr.	0	0	0	
Opr & Maint of City-Owned Civic Center	0	0	0	
Planning a Sanitary Disposal Project	0	0	0	
Liability, Property & Self-Insurance Costs	4,500	4,500	7,000	
Support of Local Emer. Mgmt. Commission	0	0	0	
Emergency	6,924	6,924	7,140	
Police & Fire Retirement	0	0	0	
FICA & IPERS	15,000	15,000	18,000	
Other Employee Benefits	7,200	7,200	7,200	
Total Tax Levy	241,349	241,349	253,535	5.04
Tax Rate	9.41114	9.12685	9.58768	

Explanation of significant increases in the budget:

New park and equipment, additional employees.

If applicable, the above notice also available online at:

www.cumming.iowa.gov

*Total city tax rate will also include voted general fund levy, debt service levy, and capital improvement reserve levy.

**Budget year effective property tax rate is the rate that would be assessed for these levies if the dollars requested is not changed in the coming budget year

RESOLUTION 2021-11
City of Cumming

**SET A DATE FOR A PUBLIC HEARING ON THE PROPOSED BUDGET
FOR FISCAL YEAR 2021-2022**

WHEREAS, The Code of Iowa requires cities to hold a public hearing on proposed budgets, and

WHEREAS, a date must be set for the Public Hearing,

NOW, THEREFORE, BE IT RESOLVED, by the City Council of Cumming, Iowa, as follows:

Section 1. This Council will meet at the Cumming City Hall, 649 N. 44th Street, Cumming, Iowa, on the 8th day of March, 2021, at 7:00 P.M. and/or via Zoom at which time and place it will hold a public hearing on the proposed Budget for Fiscal Year 2021-2022.

Section 2. The City Clerk shall post notice of said hearing, which posting shall be at the three public places in said City which have been permanently designated by ordinance, such notice being in the form attached to this resolution, and such posting shall be not less than 10 days nor more than 20 days before the date set for public hearing.

Passed and approved this 8th day of February, 2021.

Tom Becker, Mayor

Attest:

Angie Ritchie, City Clerk

RESOLUTION 2021-12
City of Cumming

**A Resolution of the City of Cumming Relating to
Employment of the City Administrator Applicable to Employees
Not Within the Civil Service**

WHEREAS, The City Council, City of Cumming, Warren County, Iowa, has the authority to appoint and remove department heads, officers, and employees of the City, and

WHEREAS, The City of Cumming, Iowa, is in need of the specialized administrative knowledge of Robert Fagen, and

WHEREAS, The City Council, City of Cumming, Iowa, has the authority to determine the powers and duties of each department or office, and to fix compensation of appointive officers and employees, is vested in the City Council, and

WHEREAS, in so appointing the City Administrator, the City Council finds that the employment of Robert Fagen is in the best interests of the City,

THEREFORE, BE IT RESOLVED, that the Mayor is hereby authorized and directed to execute said resolution for the employment of Robert Fagen as City Administrator, for and on behalf of the City of Cumming, Iowa.

Passed and approved this 8th day of February, 2021.

Tom Becker, Mayor

Attest: _____
Angie Ritchie, City Clerk

**Resolution 2021-13
City of Cumming**

Resolution Approving Employment Contract Agreement

WHEREAS, the City Council of the City of Cumming, Iowa, approved by vote at the City Council meeting on February 8, 2021, to hire Robert Fagen as City Administrator for the City of Cumming; and

WHEREAS, the City Council of the City of Cumming, Iowa, hereby approves the attached Employment Contract and Agreement between Robert Fagen and the City of Cumming, Iowa; and

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

Section 1. That the City of Cumming, Iowa, approves the Employment Contract and Agreement attached hereto.

Section 2. That the Mayor of the City of Cumming, Iowa, is hereby directed to sign the attached Employment Contract Agreement.

Passed and approved this 8th day of February, 2021.

Tom Becker, Mayor

Attest: _____
Angie Ritchie, City Clerk

City of Cumming Employment Contract and Agreement

THIS EMPLOYMENT CONTRACT AND AGREEMENT made and entered into on February 1, 2021 by and between the City of Cumming, Iowa, by its Council Members (hereinafter referred to as “Employer”) and Robert L. Fagen, an individual and resident of the State of Iowa (hereinafter referred to as “Employee”) both whom understand as follows:

WHEREAS, the Employer desires to retain the services of the Employee as City Administrator effective February 1, 2021; and

WHEREAS, it is the desire of the Employer to (1) offer inducement to Employee in an effort to secure his/her employment and to induce her/him to remain in such employment in the future; (2) to establish the job duties and responsibilities of said Employee; and (3) to provide means for terminating Employee’s services when either the Employee or the Employer may desire to terminate the Employer-Employee relationship; and

WHEREAS, the Employee desires to retain employment as City Administrator of Cumming, Iowa.

NOW THEREFORE, THE PARTIES AGREE AS FOLLOWS:

- (1) The Employee understands that he will serve as City Administrator of the City of Cumming, Iowa. Nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of the Council to determine that Employee shall no longer serve as City Administrator, subject only to the provisions set forth in this Contract.
- (2) Nothing shall prevent, limit or otherwise interfere with the right of the Employee to resign at any time from his position with Employer; subject only to the provisions set forth in this Contract.
- (3) In the event Employee voluntarily resigns his position with Employer during a contract term, the Employee shall give the Employer sixty (60) days’ notice in advance, unless the parties otherwise agree. The Employee shall not be entitled to severance benefits of any kind, except he shall receive payment for unused vacation and other benefits usually paid to other Employees at termination provided the required notice is given.
- (4) The Employer may terminate this contract at any time for just cause and, if the Employee is terminated for just cause, he shall receive no severance pay, except he shall receive payment for unused vacation and other benefits usually paid to other Employees at termination. In the event the Employer wishes to terminate the contract without just cause, it may do so by giving the Employee thirty (30) days’ notice, in writing. In such event, the Employee, if requested by the Employer, shall continue to render his services and shall be paid his regular compensation up to the date of termination.
 - (a) **JUST CAUSE DEFINED.** Just cause shall include but not be limited to professional incompetence and other faults attributable to the employee, but shall not include legitimate reasons relating to the City’s personnel and budgetary requirements.

- (5) The Employee shall perform those duties outlined in the ordinance, Chapter 21 entitled "City Administrator" and such additional duties as may be assigned by the City Council.
- (6) That the Employee shall devote his time and talents to the best of his ability to advance the best interests of the City of Cumming, Iowa. Employee agrees to not hold
- (7) Employer agrees to pay Employee for his services rendered, at an annual base salary of Forty Thousand Dollars (\$40,000.00), effective February 1, 2021, for the contract term payable in equal installments at the same time as other employees of the Employer are paid. The Employer shall not, at any time during the term of this Agreement, reduce the salary or other benefits of the Employee. The employee's salary may be increased periodically as approved by the City Council by resolution without amendment to this agreement.
- (8) It is understood that the Employee will normally work at least fifteen (15) hours per week, inclusive of scheduled Council Meetings, Planning and Zoning Meetings, and other evening meetings where his presence is required. It is also recognized that the Employee must devote a substantial amount of time outside the normal office hours to the business of the Employer, and to that end Employee may vary his schedule accordingly.
- (9) Employee shall provide a weekly written report to Mayor Tom Becker that summarizes the status of any major project of the City of Cumming, Iowa.
- (10) Employer shall defend, hold harmless and indemnify Employee against any tort or liability claim or demand or any other legal action arising from City activities or any alleged act or omission occurring in the performance of Employee's duties as City Administrator; provided said acts are not in violation of any state or federal criminal statutes.
- (11) In addition to those terms set out above, Employee shall be entitled to the benefits set out below:
 - A. **VACATION.** The Employee shall accrue vacation at the rate of sixty (60) hours) of paid vacation per annum.
 - B. **HOLIDAYS.** Employee is considered to be on-call twenty-four (24) hours a day; however, unless his services are needed, the Employee shall not be required to work on those days which have been designated as holidays in the City's Personnel Policy/Handbook.
 - C. **PROFESSIONAL DUES AND SUBSCRIPTIONS.** Employer shall budget and pay for professional dues and subscriptions necessary for Employee's memberships in various associations and organizations which are necessary and desirable for his continued professional participation and growth for the good of the Employer, and to pay for any professional development or training expenses that have been previously approved by the City Council. The employer shall budget funds for membership and meeting attendance including but not limited to International City/County Management Association (ICMA), American Planning Association (APA), and the state and local city management associations. Those publications deemed to be necessary and desirable shall include, but not limited to, regular publications of the above organizations. Those meetings and seminars deemed to be necessary

and desirable shall include, but not limited to, ICMA Annual Conference, APA Annual Conference, the Iowa League of Cities and the state and local city management associations. Each item under this section must be pre-approved by the City Council prior to City reimbursement or payment.

D. HEALTH INSURANCE. The Employer shall reimburse Employee One Thousand Five Hundred Eighteen Dollars and Twenty-nine cents (\$1,518.29) per month, which represents the cost of Employee's private health insurance plan. This number will be modified by the Employer to match Employee's actual cost of health insurance when appropriate.

E. OTHER LEAVES AND BENEFITS. The Employer will provide other leaves of absence and benefits available to other City Employees as designated in the City's Personnel Policy/Handbook.

F. RESIDENCY REQUIREMENT. The City Council of the City of Cumming, Iowa, by approval of this Employment Contract and Agreement, hereby waives the Residency Requirement in section 21.05 of the City Code of the City of Cumming, Iowa.

G. TRAVEL EXPENSES. Employee's travel expenses shall be provided according to the City's policy.

H. RETIREMENT. Employee is being offered the position of city administrator performing the duties of city manager under Iowa Code chapters 372 and 420. Employee elects out of the State of Iowa Retirement System (IPERS) and will complete the appropriate form and deliver the same to IPERS within sixty (60) days of beginning employment. Employee is aware of the right to participate in IPERS and understands all consequences of making such election. The Employer shall make no contributions on Employee's behalf for any retirement plans.

(12) This Contract shall become effective upon execution by the Employee, approval by resolution of the City Council and execution by Mayor Tom Becker and shall continue until such time as this contract is terminated by one party or the other pursuant to the terms of this contract

IN WITNESS WHEREOF, the Mayor and the City Clerk of the City of Cumming, Iowa have executed this contract on behalf of the City following approval by Resolution 2021-12, passed and approved by the City Council of the City of Cumming, Iowa on the 8th day of February, 2021.

**CITY OF CUMMING, Iowa
CITY COUNCIL**

EMPLOYEE

Tom Becker, Mayor

Robert L. Fagen

ATTEST:

Angie Ritchie, City Clerk

RESOLUTION 2021-14
City of Cumming

APPOINTMENT OF CITY CLERK/TREASURER

WHEREAS, Angie Ritchie has been the City Clerk/Treasurer for the City of Cumming, Iowa, since January 1, 2021 and

WHEREAS, Chapter 18 of the Code of Ordinances of the City of Cumming, Iowa, provides that at its first meeting in January following the regular city election the City Council shall appoint a City Clerk/Treasurer to serve for a term of two years, and

WHEREAS, In order to come into compliance with provision 18.01 of the City's Code of Ordinances, it is necessary for the City Council to make the appointment of a City Clerk/Treasurer at this time,

NOW THEREFORE BE IT RESOLVED, that the City Council, City of Cumming, Warren County, Iowa, hereby appoints Angie Ritchie to the position of City Clerk/Treasurer for the City of Cumming, Iowa, for a new two-year term ending December 31, 2022.

Passed and approved this 8th day of February, 2021.

Tom Becker, Mayor

Attest:

Angie Ritchie, City Clerk

RESOLUTION 2021-15
City of Cumming

A RESOLUTION AUTHORIZING WAGES AND BENEFITS FOR CITY EMPLOYEES

Whereas the City Council of the City of Cumming, Iowa as follows has deliberated and found that it is the best interest of the City to alter the City Clerk position from an hourly to a salaried position. The following salary and benefits shall be paid in accordance with the City of Cumming Employee Manual for the following full-time employee of the City of Cumming beginning February 15, 2021:

<u>Employee Name</u>	<u>Position</u>	<u>Salary</u>
Angie Ritchie	City Clerk/Treasurer	\$ 44,000.00

Whereas, the City Council of the City of Cumming, Iowa has determined that Angie Ritchie – City Clerk, shall receive compensation not to exceed \$500.00 per month to be applied towards a benefits package, and

Whereas, The City Clerk/Treasurer of the City of Cumming is hereby authorized to issue checks, less legally required or authorized deductions from the amount set out above, on the days of the payroll, and to make contributions to IPERS (if applicable), Social Security and Medicare, or other purposes required by law or authorized by the City Council all subject to audit and review of the City Council.

Passed and approved this 8th day of February, 2021.

Tom Becker, Mayor

Attest:

Angie Ritchie, City Clerk

RESOLUTION 2021-16
City of Cumming

A RESOLUTION AUTHORIZING CITY PAY RANGES

Whereas the City Council of the City of Cumming, Iowa finds that the following pay ranges for the City of Cumming, shall be effective January 1, 2021.

	Council Meetings	Other Meetings	Travel*	Hourly Rate	Salary Range
Mayor	N/A	N/A	\$.56	N/A	\$3,000
Council	\$35.00	\$35.00	\$.56	N/A	N/A
City Administrator			\$.56	N/A	\$30,000 - \$74,000
City Clerk			\$.56	N/A	\$41,600 - \$58,500
Deputy Clerk			\$.56	\$10.00-\$25.00	\$20,800 - \$52,000
* IRS Mileage Rate for 2021					

Passed and approved this 8th day of February, 2021.

Tom Becker, Mayor

Attest:

Angie Ritchie, City Clerk

Previous Pay Ranges

**RESOLUTION 2020-71
City of Cumming**

A RESOLUTION AUTHORIZING CITY PAY RANGES

Whereas the City Council of the City of Cumming, Iowa finds that the following pay ranges for the City of Cumming, shall be effective January 1, 2021.

	Council Meetings	Other Meetings	Travel*	Hourly Rate	Salary Range
Mayor	N/A	N/A	\$	N/A	\$3,000
Council	\$35.00	\$35.00	\$	N/A	N/A
City Administrator			\$		
City Clerk			\$	\$20.00-28.12	\$41,600 - \$58,500
Deputy Clerk			\$	\$10.00-\$25.00	\$20,800 - \$52,000
* IRS Mileage Rate for 2021, Mileage Rate for 2020 was \$.57.5					

Passed and approved this 26th day of October, 2020.

Tom Becker, Mayor

Attest:

Bob Fagen, City Administrator