

**NOTICE OF REGULAR COUNCIL MEETING
CUMMING CITY COUNCIL
February 26, 2024 – 6:00 p.m.
Cumming City Hall, 649 N. 44th St., Cumming, IA***

ROLL CALL

APPROVAL OF AGENDA as presented and/or amended

PUBLIC COMMENT-Up to 5 minutes to address the Council on items not included on this agenda

PUBLIC HEARING-None

CONSENT ITEMS

- A. Minutes from the February 12, 2024 Regular Council Meeting
- B. Payment of Bills
- C. Approve Alcohol License for Middlebrook Mercantile

BUSINESS ITEMS

- A. Resolution 2024-10 Approve Site Plan for Middlebrook Mainstreet Lofts
- B. Resolution 2024-11 Approve Site Plan for Middlebrook Office Building
- C. Preliminary Terms of an Urban Renewal Development Agreement with DHI, LLC (Middlebrook Agrihood)

REPORTS:

- A. Mayor
- B. Council
- C. Attorney
- D. City Administrator
- E. City Clerk

CLOSED SESSION-Motion to go into Closed Session in accordance with Iowa Code Section 21.5 C, to discuss strategy with counsel in matters that are presently in litigation or where litigation is eminent where its disclosure would be likely to prejudice or disadvantage the position of the City of Cumming in that litigation

MOTION TO RETURN TO REGULAR MEETING

ADJOURN INTO WORKSESSION

WORKSESSION: FY 25 Budget

ADJOURNMENT

UPCOMING ITEMS

Middlebrook Agrihood Development Agreement
Public Hearings on FY 25 Budget

*The City of Cumming welcomes public participation. If unable to attend this meeting in person, online and phone participation are available below. For questions, please contact City Hall at 649 N 44th Street, 515-981-9214 or email at nonstot@cumming.iowa.gov

Join Zoom Meeting
<https://us02web.zoom.us/j/2382663968>
Meeting ID: 238 266 3968

Council Communication: Council Meeting Items for February 26, 2023

SUBMITTED BY:

Rita Conner, City Administrator

SYNOPSIS:

The information below summarizes agenda items before Council for February 26, 2024.

BUSINESS ITEMS:

- A. (and B.) Resolution No. 2024-10: Middlebrook Mainstreet Lofts Site Plan and Resolution No. 2024-11 Middlebrook Office Building Site Plan

Summary: The two site plans are part of the first new block for the Middlebrook Agrihood south of Cumming Avenue.

Background and general information:

- September 25, 2023: Third Reading of Ordinance 2023-02 Rezoning of Estimated 617 acres in the Middlebrook Agrihood from A-1 Agricultural to Planned Unit Development (PUD) and Master Conceptual Development Plan
- January 22, 2024: Resolution 2024-08 Approving Middlebrook Agrihood Preliminary Plat
- The Planning & Zoning Commission recommended approval of the site plans at their February 13th, 2024 meeting
- Construction drawings for public improvements have been submitted for City review for S. 44th Street, including paving, sanitary sewer, water mains and stormwater sewer.

Request of Council: Review of the two site plans

Alternatives: Not approve the site plans. However, without approval of the site plans, work is not able to commence on the projects or on the public improvements for the development.

Recommendation: Approval. The projects are consistent with the City's Comprehensive Plan and the Master Conceptual Development Plan for the Middlebrook Agrihood, as well as the community's goals for walkable, quality mixed use development, employment and working to continue the small-town scale of Old Town Cumming.

- C. Preliminary Terms of an Urban Renewal Development Agreement with DHI, LLC (Middlebrook Agrihood)

Summary: Please see the accompanying Council Communication detailing the proposal for Council consideration.

Background and general information: The City of Cumming has been working on the large and small components of the Middlebrook Agrihood for a number of years. The action steps taken in 2023 were important to advancing this large and unique investment for the community. This economic development proposal should demonstrate that 1) the City will gain a high-quality district, and 2) that the majority of any financial assistance to the project is in rebate form, following the developer's up-front investments in public infrastructure and construction of buildings.

Request of Council: Review and discuss the general proposal. Direct City Administrator to work with legal counsel on 1) the drafting of a development agreement for Council review and 2) procedural steps required for amending our Cumming Consolidated Urban Renewal Plan to include this project. The Plan amendment process will include public hearings and consultation with other taxing entities.

Alternatives: Council may accept the preliminary terms as drafted, request modification of the proposal, or elect not to move forward with the proposal

Recommendation: Approval to move forward with drafting a development agreement for Council review and setting required dates.

WORKSESSION-FY 25 BUDGET

- Included in your packet information is a set of tables that allow for additional review and discussion of the draft FY 25 budget. At the February 8 Council budget worksession, Council reviewed the draft budget we've entered into the State of Iowa budget forms and discussed several considerations for FY 25.

This worksession will focus on the following:

- Review of general fund, debt service, tax rate, debt
- Comparisons to prior fiscal years
- New taxable valuation, tax dollars and State required limitations

**OFFICIAL PUBLICATION
CITY OF CUMMING
Regular Council Meeting 02/12/2024
To be Approved at 02/26/2024 Meeting**

The regular City Council Meeting of the City of Cumming was held at Cumming City Hall 649 N. 44th St. on February 12, 2024 at 6:00PM. The meeting was called to order at 6:00 P.M. by Mayor Brent Highfill via Zoom. Present at Roll Call: Council Members Kathie Hungerford via Zoom, Charlie Ochanpaugh, Thomas Cackler, Martin Squier and Larry Goode, Jr. via Zoom.

Public Comment: None

Public Hearings: None

Consent Items

Motion made by Ochanpuagh, seconded by Squier to Approve Consent Items: Minutes from the January 8th, 2024 Regular Council Meeting; Payment of Bills, January 2024 Sheriff's Report, Motion to Approve Bid for Tree Removal, the bid went to Turnbull's Tree Service; Motion to Appoint Rita Conner to Mid Iowa Planning Alliance, Appointment of Don Paulin to Board of Adjustment, Approve Alcohol Licenses for Lucky Wife Wine Slushies for 3 events dated; April 26, 2024, May 10, 2024, and May 17, 2024, Approve Alcohol and Tobacco License for Casey's. The following items were removed from the agenda; Monthly Building Permit Table, Approve Alcohol Licenses for Ted Lare Design, and Approve Alcohol License for Fox Ridge, LLC. Approved 5-0.

Payment of Bills:

Type	Date	Vendor	Memo	Amount
Check	01/22/2024	ClerkBooks, Inc.	10 Hour Package	-920.71
Check	01/22/2024	Dorsey & Whitney	2022 UR Plan Amend & Diligent TIF Agreement	-1,882.50
Check	01/22/2024	Veenstra & Kimm Inc.	Multi Use Trail Connector 10.15.23-11.11.23	-1,210.00
Check	01/22/2024	Warren Co. Snow Re...	Snow Removal 01.08-1.19.24	-16,060.00
Check	01/22/2024	Elan Financial Servic...	December Zoom	-25.99
Check	01/30/2024	Veenstra & Kimm Inc.	Building Permits December	-8,197.27
Check	01/30/2024	Iowa One Call	Invoice 258530 - December 2023	-198.00
Check	01/30/2024	Midamerican Energy	January Invoice	-812.94
Check	01/30/2024	Veenstra & Kimm Inc.	Invoice 41247-4	-4,468.00
Check	01/30/2024	Veenstra & Kimm Inc.	Invoice 41250-3	-880.00
Check	01/30/2024	DM Metro Electric	Invoice DMM23-133-1	-298.10
Check	02/01/2024	Combined Systems ...	Invoice 162434	-37.25
Check	02/02/2024	Combined Systems ...	Invoice 162710	-15.15
Check	02/05/2024	McClure Engineering...	December 31 - January 20, 2024	-20,752.00
Check	02/05/2024	US Bank	Invoice 521378182	-197.60
Check	02/05/2024	Waste Connections	January 2024 Invoice	-3,526.75
Check	02/05/2024	City of Norwalk	Fire Department FY24	-76,028.21
Check	02/05/2024	N/Warren Town & C...	Minutes for Reg Council Meeting 12.11.23	-86.80
Check	02/05/2024	Scott Hensen	Winterizing Bathrooms Mayor Tom Becker Park	-500.00
Check	02/05/2024	Waste Solutions of Io...	Invoice 77550	-137.00
Check	02/05/2024	N/Warren Town & C...	Minutes for Reg Council Meeting 01.08.24	-90.52
Check	02/08/2024	City of Des Moines	Invoice 133851	-2,990.20
Check	02/08/2024	City of Des Moines	Invoice 134223	-2,990.20
Check	02/08/2024	Skinner Law Office PC	Invoice 32213	-822.50
			Total	-143,127.69

Business Items

- A. Motion to Set a Public Hearing for the Property Tax Levy Hearing on April 2, 2024 by Goode, Jr., seconded by Cackler. Approved 5-0.

Motion to Adjourn into Worksession

- A. Motion made by Cackler, seconded by Squier to adjourn into Worksession at 6:19PM. Approved 5-0.

Worksession for FY25 Budget

- A. During the worksession the Council had a discussion regarding a salary increase for Rita Conner, City Administrator. The Council asked for comps for surrounding City Administrator Salaries, as well as a description of her day-to-day and yearly tasks.
- B. The agreement with Norwalk Fire Department was discussed, as our current contract expires after Fiscal Year 2025. Discussions surrounding an agreement with the Fire Department will be held in the future.

Motion to Adjourn Worksession

- A. Motion by Cackler, seconded by Squier to adjourn the Worksession at 7:39PM.

Adjourn:

Motion by Cackler, seconded by Goode, Jr to adjourn the meeting at 7:44PM.

NEXT CITY COUNCIL MEETING: February 26, 2024, 6:00 pm at City Hall.

Brent Highfill, Mayor

Attest: Nichole Onstot, City Clerk

City of Cumming Claims To Be Approved All Transactions

Type	Date	Num	Name	Memo	Amount
Check	02/15/2024		Veenstra & Kimm Inc.	Middlebrook Mainstreet Preliminary Plat: September 17, 2023 ...	-608.00
Check	02/15/2024		Veenstra & Kimm Inc.	GWC Plat 5 - Construction Review: October 15 to November ...	-1,113.02
Check	02/15/2024		Veenstra & Kimm Inc.	Plat 5 - Construction Review November 12 - December 16, 20...	-3,091.00
Check	02/15/2024		Veenstra & Kimm Inc.	Middlebrook Mainstreet - October 15 - November 11, 2023	-440.00
Check	02/15/2024		Veenstra & Kimm Inc.	GWC 5 - July 16, 2023 - August 19, 2023	-220.00
Check	02/15/2024		Veenstra & Kimm Inc.	Middlebrook West - March 19 to April 15	-76.50
Check	02/16/2024		Veenstra & Kimm Inc.	Casey's Store #4333: September 17, 2023 to October 14, 2023	-662.88
Check	02/16/2024		Iowa One Call	Invoice 259521	-37.80
Check	02/16/2024		Veenstra & Kimm Inc.	41242-8, 41242-9, 41242-7	-24,345.04
Check	02/16/2024		Veenstra & Kimm Inc.	41242-6	-14,616.25
Check	02/16/2024		Veenstra & Kimm Inc.	41241-8	-2,335.00
Check	02/16/2024		Century Link	February 2024	-282.02
Total					-47,827.51



State of Iowa

Alcoholic Beverages Division

Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
MIDDLEBROOK MERCANTILE, INC.	Middlebrook Mercantile	(314) 440-5367		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
4125 Cumming Avenue		Cumming	Warren	50061
MAILING ADDRESS	CITY	STATE	ZIP	
4125 Cumming Avenue	Cumming	Iowa	50061	

Contact Person

NAME	PHONE	EMAIL
Samantha Uhlenhake	(515) 222-1347	samantha@diligentdevelopment.com

License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
LC0047991	Class C Retail Alcohol License	12 Month	Submitted to Local Authority

EFFECTIVE DATE	EXPIRATION DATE	LAST DAY OF BUSINESS
Mar 2, 2024	Mar 1, 2025	

SUB-PERMITS

Class C Retail Alcohol License



State of Iowa

Alcoholic Beverages Division

PRIVILEGES

Outdoor Service

Status of Business

BUSINESS TYPE

Corporation

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Middlebrook Mercantile						
Stephen Bruere	Norwalk	Iowa	50211	Owner	50.00	Yes
David Brown	Norwalk	Iowa	50211	Owner	50.00	Yes

• Companies

COMPANY NAME	FEDERAL ID	CITY	STATE	ZIP	% OF OWNERSHIP
Middlebrook Mercantile, Inc	86-2492542	Cumming	Iowa	50061	0.00

Insurance Company Information

INSURANCE COMPANY

Founders Insurance Company

POLICY EFFECTIVE DATE

Mar 2, 2024

POLICY EXPIRATION DATE

Mar 2, 2025



State of Iowa

Alcoholic Beverages Division

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE
DATE

OUTDOOR SERVICE EXPIRATION
DATE

July 20, 2022

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE
DATE

TEMP TRANSFER EXPIRATION
DATE

**Resolution 2024-10
City of Cumming**

Resolution Approving Middlebrook Mainstreet Office Site Plan

WHEREAS, Diligent (Owner) is the owner of the properties with parcel ID: _____ along Cumming Avenue (the “subject property”) located in the City of Cumming, Iowa; and

WHEREAS, Owner have presented the City of Cumming with a site plan (attached hereto as Exhibits “A” - “”) for approval of development of the subject property; and

WHEREAS, the site plan attached hereto as Exhibits “A” – “” were approved by the Planning & Zoning Board at a meeting dated February 8, 2024 and were sent to the City Council of the City of Cumming with their recommendation of approval; and

WHEREAS, approval of the site plan referenced above is contingent upon the City Council’s acceptance of the public improvements, approval of all necessary permits, and compliance with all other requirements of the City’s Code of Ordinances; 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 site plan which is attached hereto as Exhibit “A” – “”

Section 2. That the approval of the site plan is contingent on the City Council’s acceptance of the public improvements, approval of all necessary permits, and compliance with all other requirements of the City’s Code of Ordinances.

Passed and approved this 26th day of February 2024.

Brent Highfill, Mayor

Attest: _____
Nichole Onstot, City Clerk

Resolution 2024-11
City of Cumming

Resolution Approving Middlebrook Mainstreet Lofts

WHEREAS, Diligent (Owner) is the owner of the properties with parcel ID: _____ along Cumming Avenue (the “subject property”) located in the City of Cumming, Iowa; and

WHEREAS, Owner have presented the City of Cumming with a site plan (attached hereto as Exhibits “A” - “”) for approval of development of the subject property; and

WHEREAS, the site plan attached hereto as Exhibits “A” – “” were approved by the Planning & Zoning Board at a meeting dated February 8, 2024 and were sent to the City Council of the City of Cumming with their recommendation of approval; and

WHEREAS, approval of the site plan referenced above is contingent upon the City Council’s acceptance of the public improvements, approval of all necessary permits, and compliance with all other requirements of the City’s Code of Ordinances; 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 site plan which is attached hereto as Exhibit “A” – “”

Section 2. That the approval of the site plan is contingent on the City Council’s acceptance of the public improvements, approval of all necessary permits, and compliance with all other requirements of the City’s Code of Ordinances.

Passed and approved this 26th day of February 2024.

Brent Highfill, Mayor

Attest: _____
Nichole Onstot, City Clerk

SITE PLAN MAINSTREET LOFTS

OWNER / DEVELOPER

MIDDLEBROOKHB, LLC / LAND CONCEPTS, LLC
12119 STRATFORD DRIVE, SUITE B
CLIVE, IOWA 50325
515-309-0705

ZONING

MIDDLEBROOK P.U.D.

SETBACKS

FRONT - 0'
REAR - 10'
SIDE - 5'

LEGAL DESCRIPTION

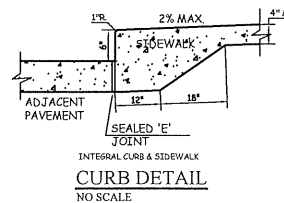
LOT 2, MIDDLEBROOK MAINSTREET, AN OFFICIAL PLAT, CITY OF CUMMING, WARREN COUNTY, IOWA.

SAID PARCEL CONTAINS 0.544 ACRES MORE OR LESS.

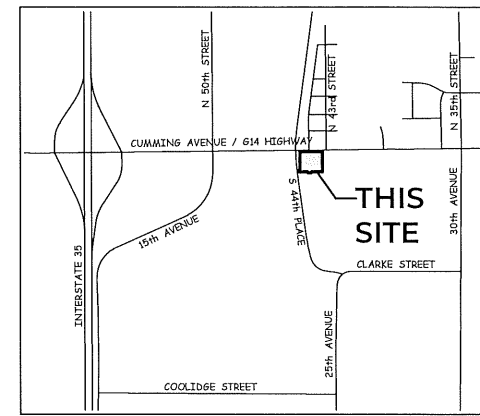
SAID TRACT OF LAND BEING SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.

LEGEND

---	EXISTING	---	PROPOSED
---	PLAT BOUNDARY	---	PLAT BOUNDARY
W 8"	WATER MAIN & SIZE	W 8"	WATER MAIN & SIZE
SAN 8"	SANITARY SEWER & SIZE	SAN 8"	SANITARY SEWER & SIZE
ST 8"	STORM SEWER & SIZE	ST 8"	STORM SEWER & SIZE
U6E	UNDERGROUND ELECTRIC CABLE	U6E	UNDERGROUND ELECTRIC CABLE
U6T	UNDERGROUND TELEPHONE CABLE	U6T	UNDERGROUND TELEPHONE CABLE
CTV	UNDERGROUND CABLE TV	CTV	UNDERGROUND CABLE TV
G 4"	GAS MAIN & SIZE	G 4"	GAS MAIN & SIZE
○	MANHOLE	○	MANHOLE
○	INTAKE	○	INTAKE
○	HYDRANT	○	HYDRANT
○	POWER POLE/LIGHT POLE	○	POWER POLE/LIGHT POLE
□	UTILITY BOX/TELEPHONE RISER	□	UTILITY BOX/TELEPHONE RISER
---	EXISTING CONTOURS	---	EXISTING CONTOURS
---	PROPOSED CONTOURS	---	PROPOSED CONTOURS
---	SILT FENCE OR APPROVED FILTRATION SOCK	---	SILT FENCE OR APPROVED FILTRATION SOCK
○	TREES	○	TREES



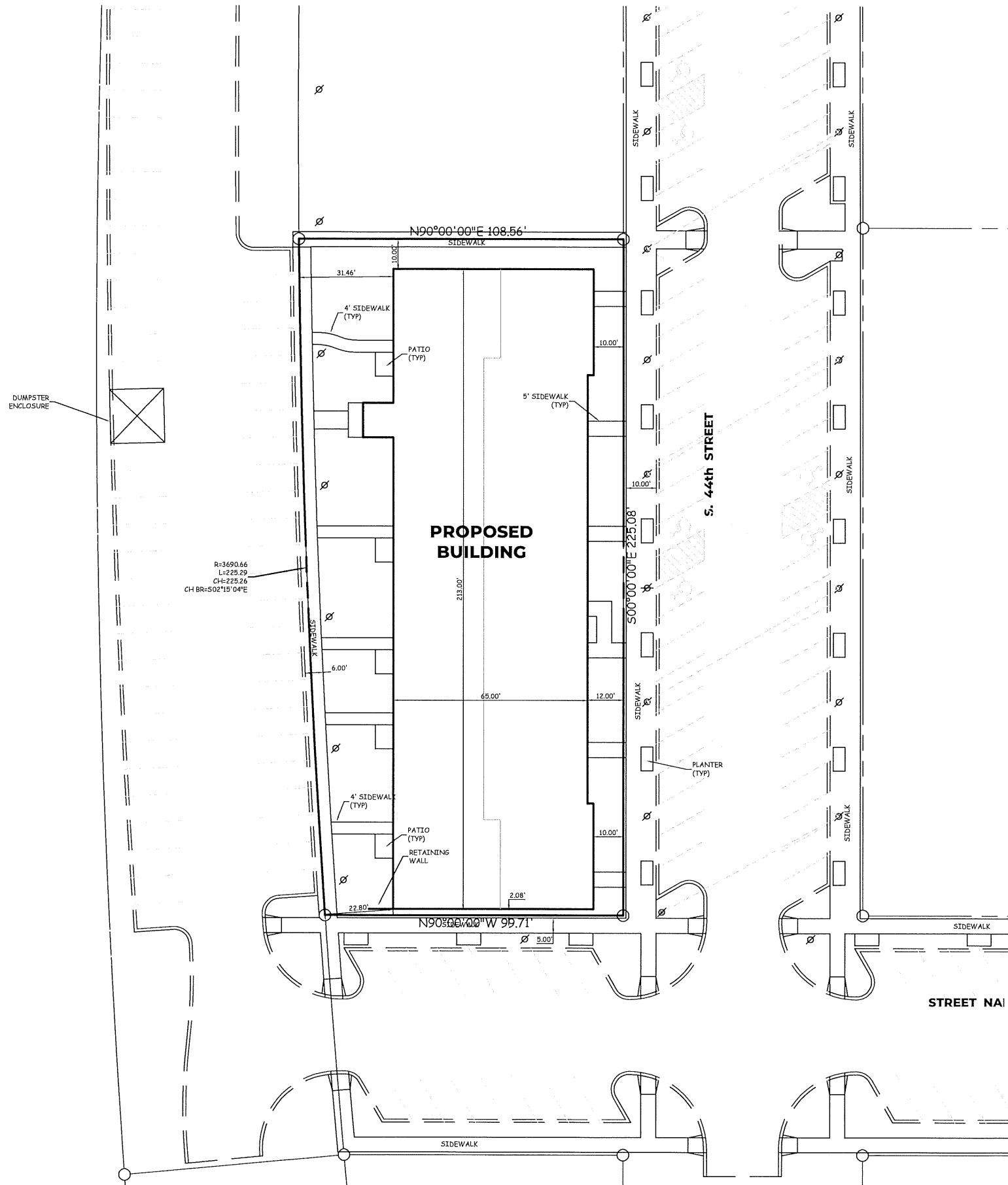
VICINITY SKETCH



NORTH
SCALE: 1"=2,000'

GENERAL NOTES

- ONE WEEK PRIOR TO CONSTRUCTION, THE CONTRACTOR SHALL NOTIFY:
 - CITY OF CUMMING
 - MIDDLEBROOKHB, LLC / LAND CONCEPTS, LLC
 - COOPER CRAWFORD & ASSOCIATES, LLC
- DIMENSIONS ARE TO PROPERTY LINE, OUTSIDE OF BUILDING WALLS AND TO BACK OF CURB.
- CONTRACTORS ARE RESPONSIBLE FOR OBTAINING ALL PERMITS AND LEASES.
- CONTRACTOR SHALL PROTECT ALL STRUCTURES AND UTILITIES AND VERIFY LOCATIONS. DAMAGE TO STRUCTURES AND UTILITIES SHALL BE REPAIRED BY THE CONTRACTOR AT THE CONTRACTOR'S EXPENSE TO THE SATISFACTION OF THE OWNER OF THE UTILITY.
- ALL CONSTRUCTION SHALL BE CONSTRUCTED ACCORDING TO 2024 SUDAS SPECIFICATIONS.
- PAVING SHALL BE A MINIMUM OF 7-INCH P.C.C. IN PUBLIC RIGHT-OF-WAY.
- PPARKING SHALL BE A MIN. OF 6-INCH P.C.C.
- PRIVATE SIDEWALK PAVING SHALL BE A MIN. OF 4-INCH P.C.C.
- ALL CURBS TO BE 6-INCH.



CERTIFICATION

	I HEREBY CERTIFY THAT THIS ENGINEERING DOCUMENT WAS PREPARED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF IOWA.
	BRADLEY R. COOPER, IOWA LICENSE NO. 12980 MY LICENSE RENEWAL DATE IS DECEMBER 31, 2025 PAGES OR SHEETS COVERED BY THIS SEAL: Sheets 1-3

COOPER CRAWFORD & Associates
 Civil Engineers & Land Surveyors
 475 S. 50th STREET, SUITE 800, WEST DES MOINES, IOWA 50265
 PHONE: (515) 224-1344 FAX: (515) 224-1345

DATE: 1-5-2024 REVISIONS: X-X-XXXX SCALE: 1"=20' AS-BUILT: ---	JOB NUMBER CC 2802
SITE PLAN MAINSTREET LOFTS	SHEET 1 OF 3



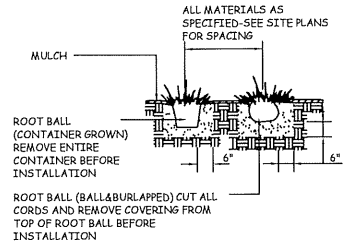
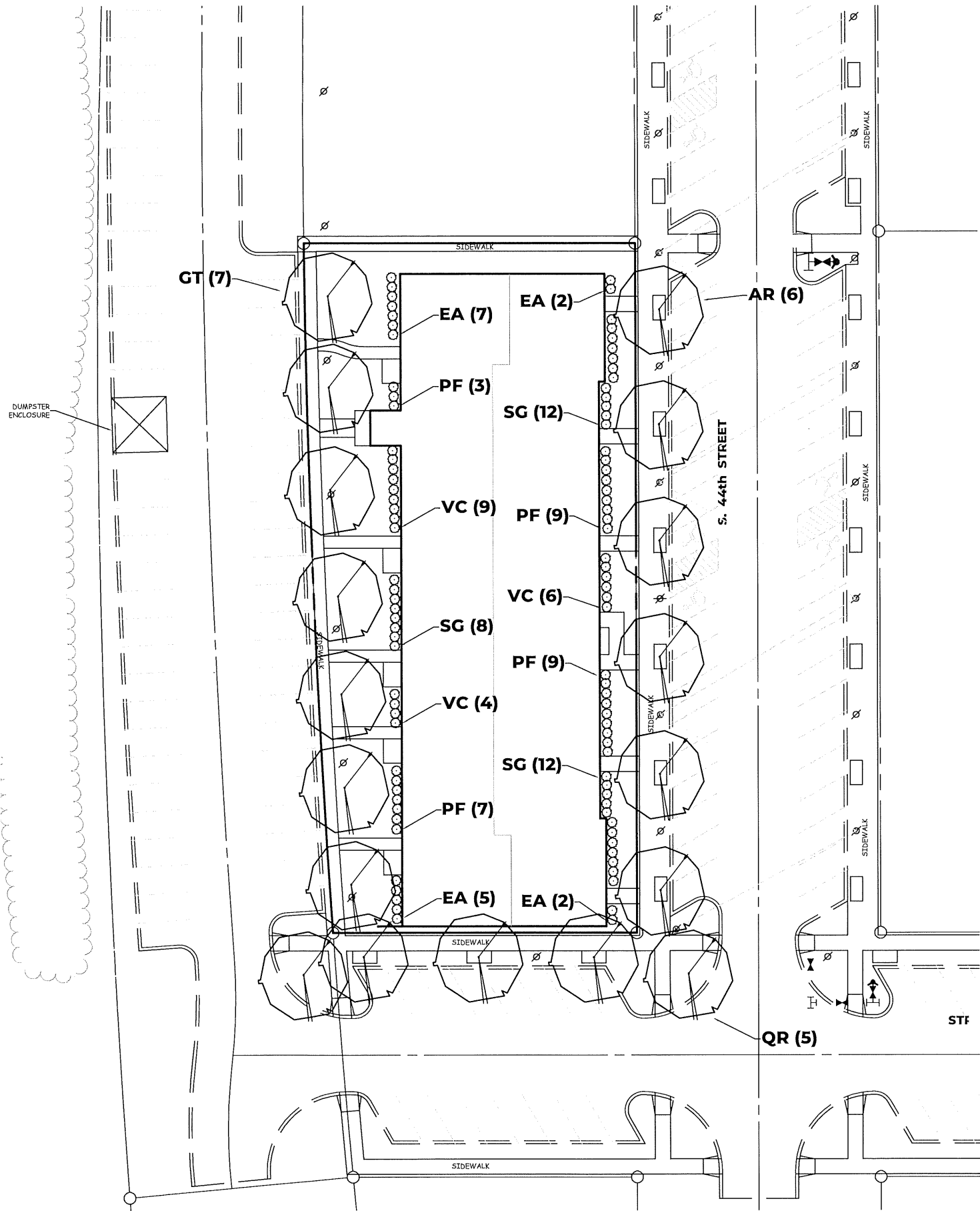
SITE PLAN MAINSTREET LOFTS

PLANTING SCHEDULE

COUNT	KEY	Botanical name/COMMON NAME	SIZE	CONDITION	REMARKS
7	GT	Gleditsia tricanthos SKYLINE HONEYLOCUST	2 1/2" cal.	TS / BAB	SEE PLAN
5	QR	Quercus rubra RED OAK	2 1/2" cal.	TS / BAB	SEE PLAN
6	AR	Acer rubrum RED MAPLE	2 1/2" cal.	TS / BAB	SEE PLAN
19	VC	Viburnum carlesii 'Compactum' DWARF KOREAN SPIRICE VIBURNUM	#1 cont.	CONT.	SEE PLAN
28	PF	Potentilla fruticosa 'Goldfinger' GOLDFINGER POTENTILLA	#1 cont.	CONT.	SEE PLAN
16	EA	Euonymus alatus 'Compactus' DWARF BURNING BUSH	#1 cont.	CONT.	SEE PLAN
32	SG	Spiraea japonica 'Goldmound' GOLDMOUND SPIREA	#1 cont.	CONT.	SEE PLAN

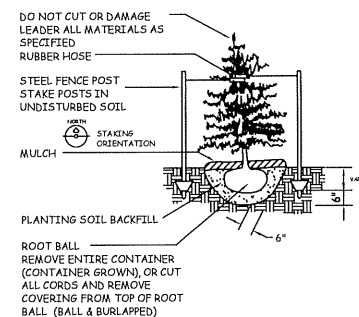
LANDSCAPE NOTES

- ALL SITEWORK, SODDING & LANDSCAPING SHALL BE IN ACCORDANCE WITH SUDAS 2024 ADDITION.
- LANDSCAPE CONTRACTOR SHALL GUARANTEE ALL PLANT MATERIALS FOR A PERIOD OF ONE YEAR FROM DATE OF INSTALLATION.
- ALL PLANT MATERIAL SHALL AT LEAST MEET MINIMUM REQUIREMENTS SHOWN IN THE "AMERICAN STANDARD FOR NURSERY STOCK" (ANST Z60.1-1986).
- NO PLANT MATERIAL SHALL BE SUBSTITUTED WITHOUT THE AUTHORIZATION FROM THE LANDSCAPE ARCHITECT.
- ALL DECIDUOUS TREES WITH CALIPER OF 2 TO 3 INCHES SHALL BE STAKED; ALL DECIDUOUS TREES WITH CALIPER GREATER THAN 3-INCHES SHALL BE GUYED; EVERGREEN TREES GREATER THAN 8 FEET IN HEIGHT SHALL BE GUYED; STAKING AT HEIGHTS LESS THAN 8 FEET IS NOT NECESSARY. REFER TO PLAN AND DETAILS FOR SPECIFIC PLANTING INSTRUCTIONS.
- ALL TREES, SHRUBS & GROUND COVERS SHALL BE MULCHED WITH AT LEAST 3" SHREDDED BARK MULCH.
- PLANT QUANTITIES ARE FOR CONTRACTORS CONVENIENCE. DRAWINGS SHALL PREVAIL WHERE CONFLICT OCCURS.
- THE CONTRACTOR SHALL VERIFY THE LOCATION AND PROTECT ALL UTILITIES AND STRUCTURES. DAMAGE TO UTILITIES AND STRUCTURES SHALL BE REPAIRED BY THE CONTRACTOR TO THE SATISFACTION OF THE OWNER.
- ONE WEEK PRIOR TO INSTALLATION, THE CONTRACTOR SHALL NOTIFY THE LANDSCAPE ARCHITECT AT COOPER CRAWFORD & ASSOCIATES, LLC.
- SEED OR SOD ALL DISTURBED AREAS, SEE PLAN.
- DECIDUOUS TREES SHALL BE NO CLOSER THAN 5 FEET AND CONIFEROUS TREES NO CLOSER THAN 10 FEET TO STREETS OR SIDEWALKS.



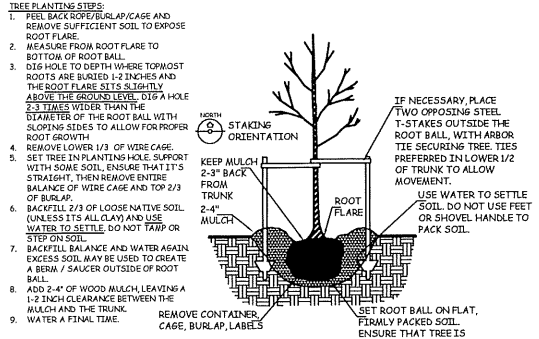
SHRUB PLANTING DETAIL

NO SCALE



EVERGREEN TREE PLANTING & STAKING DETAIL

NO SCALE



NOTE:
DO NOT SET TOP OF ROOT BALL AT FINISHED GRADE. IT IS ESSENTIAL THAT THE ROOT FLARE BE EXPOSED BEFORE PLANTING, SO THE TREE CAN BE SET TO SHOW ROOT FLARE AT FINISHED GRADE.

DECIDUOUS TREE PLANTING & STAKING DETAIL

NO SCALE

LEGEND

- EXISTING/PROPOSED
- PLAT BOUNDARY
 - W 8" WATER MAIN & SIZE
 - SAN 8" SANITARY SEWER & SIZE
 - ST 8" STORM SEWER & SIZE
 - UGE UNDERGROUND ELECTRIC CABLE
 - UGT UNDERGROUND TELEPHONE CABLE
 - CTV UNDERGROUND CABLE TV
 - GAS MAIN & SIZE
 - MANHOLE INTAKE
 - HYDRANT
 - PP/AP POWER POLE/LIGHT POLE
 - UTILITY BOX/TELEPHONE RISER
 - EXISTING CONTOURS
 - PROPOSED CONTOURS
 - SILT FENCE OR APPROVED FILTRATION SOCK
 - TREES

COOPER CRAWFORD & Associates
Civil Engineers & Land Surveyors

475 S. 50th STREET, SUITE 800, WEST DES MOINES, IOWA 50265
PHONE: (515) 224-1344 FAX: (515) 224-1345

DATE: 1-5-2024
REVISIONS: X-X-XXXX
JOB NUMBER
CC 2802

SCALE: 1"=20'
AS-BUILT: ---
SITE PLAN
MAINSTREET LOFTS
SHEET 3 OF 3



SITE PLAN MIDDLEBROOK OFFICE

OWNER / DEVELOPER

MIDDLEBROOKHB, LLC / LAND CONCEPTS, LLC
12119 STRATFORD DRIVE, SUITE B
CLIVE, IOWA 50325
515-309-0705

ZONING

MIDDLEBROOK P.U.D.

SETBACKS

FRONT - 0'
REAR - 10'
SIDE - 5'

LEGAL DESCRIPTION

LOT 4, MIDDLEBROOK MAINSTREET, AN OFFICIAL PLAT, CITY OF CUMMING, WARREN COUNTY, IOWA.

SAID PARCEL CONTAINS 1.288 ACRES MORE OR LESS.

SAID TRACT OF LAND BEING SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.

LEGEND

EXISTING/PROPOSED	
	PLAT BOUNDARY
	WATER MAIN & SIZE
	SANITARY SEWER & SIZE
	STORM SEWER & SIZE
	UNDERGROUND ELECTRIC CABLE
	UNDERGROUND TELEPHONE CABLE
	UNDERGROUND CABLE TV
	GAS MAIN & SIZE
	MANHOLE
	INTAKE
	HYDRANT
	POWER POLE/LIGHT POLE
	UTILITY BOX/TELEPHONE RISER
	EXISTING CONTOURS
	PROPOSED CONTOURS
	SILT FENCE OR APPROVED FILTRATION SOCK
	TREES

CERTIFICATION

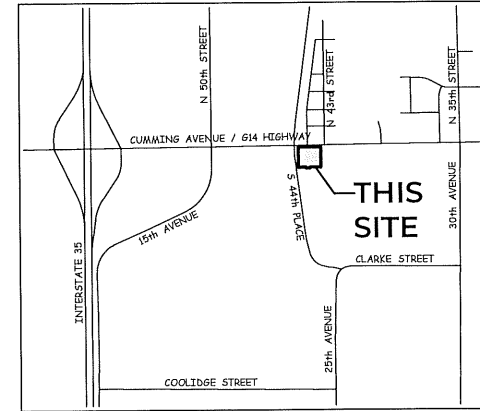
	I HEREBY CERTIFY THAT THIS ENGINEERING DOCUMENT WAS PREPARED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF IOWA.
	BRADLEY R. COOPER, IOWA LICENSE NO. 12980 MY LICENSE RENEWAL DATE IS DECEMBER 31, 2025 PAGES OR SHEETS COVERED BY THIS SEAL: Sheets 1-3

COOPER CRAWFORD & Associates
Civil Engineers & Land Surveyors

475 S. 50th STREET, SUITE 800, WEST DES MOINES, IOWA 50265
PHONE: (515) 224-1344 FAX: (515) 224-1345

	DATE: 1-5-2024 REVISIONS: X-X-XXXX	JOB NUMBER CC 2631
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IOWA ONE CALL
AS-BUILT: ---
SITE PLAN
MIDDLEBROOK OFFICE
SHEET 1 OF 3

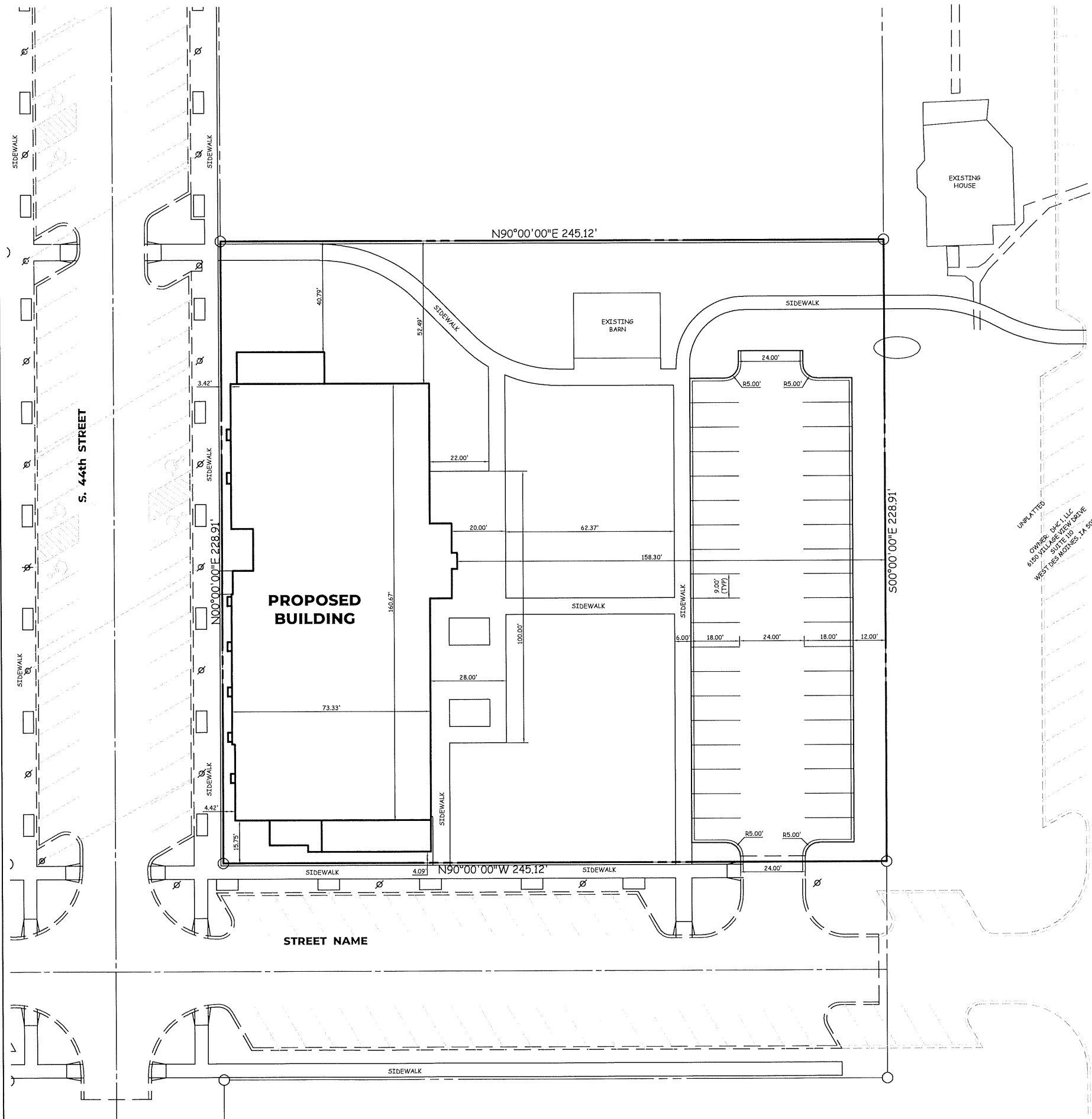


VICINITY SKETCH

NORTH
SCALE: 1"=2,000'

GENERAL NOTES

- ONE WEEK PRIOR TO CONSTRUCTION, THE CONTRACTOR SHALL NOTIFY:
 - CITY OF CUMMING
 - MIDDLEBROOKHB, LLC / LAND CONCEPTS, LLC
 - COOPER CRAWFORD & ASSOCIATES, LLC
- DIMENSIONS ARE TO PROPERTY LINE, OUTSIDE OF BUILDING WALLS AND TO BACK OF CURB.
- CONTRACTORS ARE RESPONSIBLE FOR OBTAINING ALL PERMITS AND LEASES.
- CONTRACTOR SHALL PROTECT ALL STRUCTURES AND UTILITIES AND VERIFY LOCATIONS. DAMAGE TO STRUCTURES AND UTILITIES SHALL BE REPAIRED BY THE CONTRACTOR AT THE CONTRACTOR'S EXPENSE TO THE SATISFACTION OF THE OWNER OF THE UTILITY.
- ALL CONSTRUCTION SHALL BE CONSTRUCTED ACCORDING TO 2024 SUDAS SPECIFICATIONS.
- PAVING SHALL BE A MINIMUM OF 7-INCH P.C.C. IN PUBLIC RIGHT-OF-WAY.
- PPARKING SHALL BE A MIN. OF 6-INCH P.C.C.
- PRIVATE SIDEWALK PAVING SHALL BE A MIN. OF 4-INCH P.C.C.
- ALL CURBS TO BE 6-INCH.



UNPLATTED
OWNER: LHC, LLC
6149 VILLAGE VIEW DRIVE
SUITE 110
WEST DES MOINES, IA 50366

IOWA ONE CALL

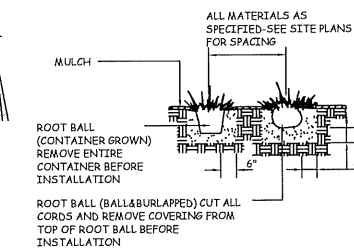
SITE PLAN MIDDLEBROOK OFFICE

PLANTING SCHEDULE

COUNT	KEY	Botanical name/COMMON NAME	SIZE	CONDITION	REMARKS
8	GT	Gleditsia tricanthos SKYLINE HONEYLOCUST	2 1/2" cal.	TS / BAB	SEE PLAN
5	QR	Quercus rubra RED OAK	2 1/2" cal.	TS / BAB	SEE PLAN
7	AR	Acer rubrum RED MAPLE	2 1/2" cal.	TS / BAB	SEE PLAN
2	CC	Cercis canadensis EASTERN REDBUD	1 1/2" cal.	TS / BAB	SEE PLAN
9	VC	Viburnum carlesii 'Compactum' DWARF KOREAN SPICE VIBURNUM	#1 cont.	CONT.	SEE PLAN
6	PF	Potentilla fruticosa 'Goldfinger' GOLDFINGER POTENTILLA	#1 cont.	CONT.	SEE PLAN
9	EA	Eunymus alatus 'Comptus' DWARF BURNING BUSH	#1 cont.	CONT.	SEE PLAN
8	SG	Spirea japonica 'Goldmound' GOLDMOUND SPIREA	#1 cont.	CONT.	SEE PLAN

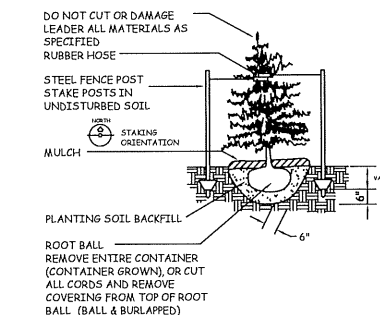
LANDSCAPE NOTES

- ALL SITEWORK, SODDING & LANDSCAPING SHALL BE IN ACCORDANCE WITH SUDAS 2024 ADDITION.
- LANDSCAPE CONTRACTOR SHALL GUARANTEE ALL PLANT MATERIALS FOR A PERIOD OF ONE YEAR FROM DATE OF INSTALLATION.
- ALL PLANT MATERIAL SHALL AT LEAST MEET MINIMUM REQUIREMENTS SHOWN IN THE "AMERICAN STANDARD FOR NURSERY STOCK" (ANST Z60.1-1986).
- NO PLANT MATERIAL SHALL BE SUBSTITUTED WITHOUT THE AUTHORIZATION FROM THE LANDSCAPE ARCHITECT.
- ALL DECIDUOUS TREES WITH CALIPER OF 2 TO 3 INCHES SHALL BE STAKED; ALL DECIDUOUS TREES WITH CALIPER GREATER THAN 3-INCHES SHALL BE GUYED; EVERGREEN TREES GREATER THAN 8 FEET IN HEIGHT SHALL BE GUYED; STAKING AT HEIGHTS LESS THAN 8 FEET IS NOT NECESSARY. REFER TO PLAN AND DETAILS FOR SPECIFIC PLANTING INSTRUCTIONS.
- ALL TREES, SHRUBS & GROUND COVERS SHALL BE MULCHED WITH AT LEAST 3" SHREDDED BARK MULCH.
- PLANT QUANTITIES ARE FOR CONTRACTORS CONVENIENCE. DRAWINGS SHALL PREVAIL WHERE CONFLICT OCCURS.
- THE CONTRACTOR SHALL VERIFY THE LOCATION AND PROTECT ALL UTILITIES AND STRUCTURES. DAMAGE TO UTILITIES AND STRUCTURES SHALL BE REPAIRED BY THE CONTRACTOR TO THE SATISFACTION OF THE OWNER.
- ONE WEEK PRIOR TO INSTALLATION, THE CONTRACTOR SHALL NOTIFY THE LANDSCAPE ARCHITECT AT COOPER CRAWFORD & ASSOCIATES, LLC.
- SEED OR SOD ALL DISTURBED AREAS, SEE PLAN.
- DECIDUOUS TREES SHALL BE NO CLOSER THAN 5 FEET AND CONIFEROUS TREES NO CLOSER THAN 10 FEET TO STREETS OR SIDEWALKS.



SHRUB PLANTING DETAIL

NO SCALE



EVERGREEN TREE PLANTING & STAKING DETAIL

NO SCALE

TREE PLANTING STEPS

- PEEL BACK ROPE/BURLAP/CAGE AND REMOVE SUFFICIENT SOIL TO EXPOSE ROOT FLARE.
 - MEASURE FROM ROOT FLARE TO BOTTOM OF ROOT BALL.
 - DIG HOLE TO DEPTH WHERE TOPMOST ROOTS ARE BURIED 1/2 INCHES AND THE ROOT FLARE SETS SLIGHTLY ABOVE THE BOTTOM OF THE HOLE 2-3 TIMES WIDER THAN THE DIAMETER OF THE ROOT BALL WITH SLOPING SIDES TO ALLOW FOR PROPER ROOT GROWTH.
 - REMOVE LOWER 1/3 OF WIRE CAGE.
 - SET TREE IN PLANTING HOLE. SUPPORT WITH SOFT SOIL. ENSURE THAT IT'S STRAIGHT, THEN REMOVE ENTIRE BALANCE OF WIRE CAGE AND TOP 2/3 OF BURLAP.
 - BACKFILL 2/3 OF LOOSE NATIVE SOIL (UNLESS IT'S ALL CLAY) AND USE WATER TO SETTLE. DO NOT TAMP OR STEP ON SOIL.
 - BACKFILL BALANCE AND WATER AGAIN. EXCESS SOIL MAY BE USED TO CREATE A BERM / SAUCER OUTSIDE OF ROOT BALL.
 - ADD 2-4" OF WOOD MULCH LEAVING A 1-2 INCH CLEARANCE BETWEEN THE MULCH AND THE TRUNK.
 - WATER A FINAL TIME.
- IF NECESSARY, PLACE TWO OPPOSING STEEL T-STAKES OUTSIDE THE ROOT BALL, WITH ARBOR TIE SECURING TREE TIES PREFERRED IN LOWER 1/2 OF TRUNK TO ALLOW MOVEMENT.
- USE WATER TO SETTLE SOIL. DO NOT USE FEET OR SHOVEL HANDLE TO PACK SOIL.

NOTE:

- DO NOT SET TOP OF ROOT BALL AT FINISHED GRADE. IT IS ESSENTIAL THAT THE ROOT FLARE BE EXPOSED BEFORE PLANTING, SO THE TREE CAN BE SET TO SHOW ROOT FLARE AT FINISHED GRADE.

DECIDUOUS TREE PLANTING & STAKING DETAIL

NO SCALE

LEGEND

EXISTING/PROPOSED	
---	PLAT BOUNDARY
W 6"	WATER MAIN & SIZE
SAN 6"	SANITARY SEWER & SIZE
ST 6"	STORM SEWER & SIZE
UGE	UNDERGROUND ELECTRIC CABLE
UGT	UNDERGROUND TELEPHONE CABLE
CTV	UNDERGROUND CABLE TV
G 4"	GAS MAIN & SIZE
○	MANHOLE
□	INTAKE
▽	HYDRANT
○ P/P	POWER POLE/LIGHT POLE
□ P/P	UTILITY BOX/TELEPHONE RISER
- - -	EXISTING CONTOURS
- - -	PROPOSED CONTOURS
X X X X	SILT FENCE OR APPROVED FILTRATION SOCK
○	TREES

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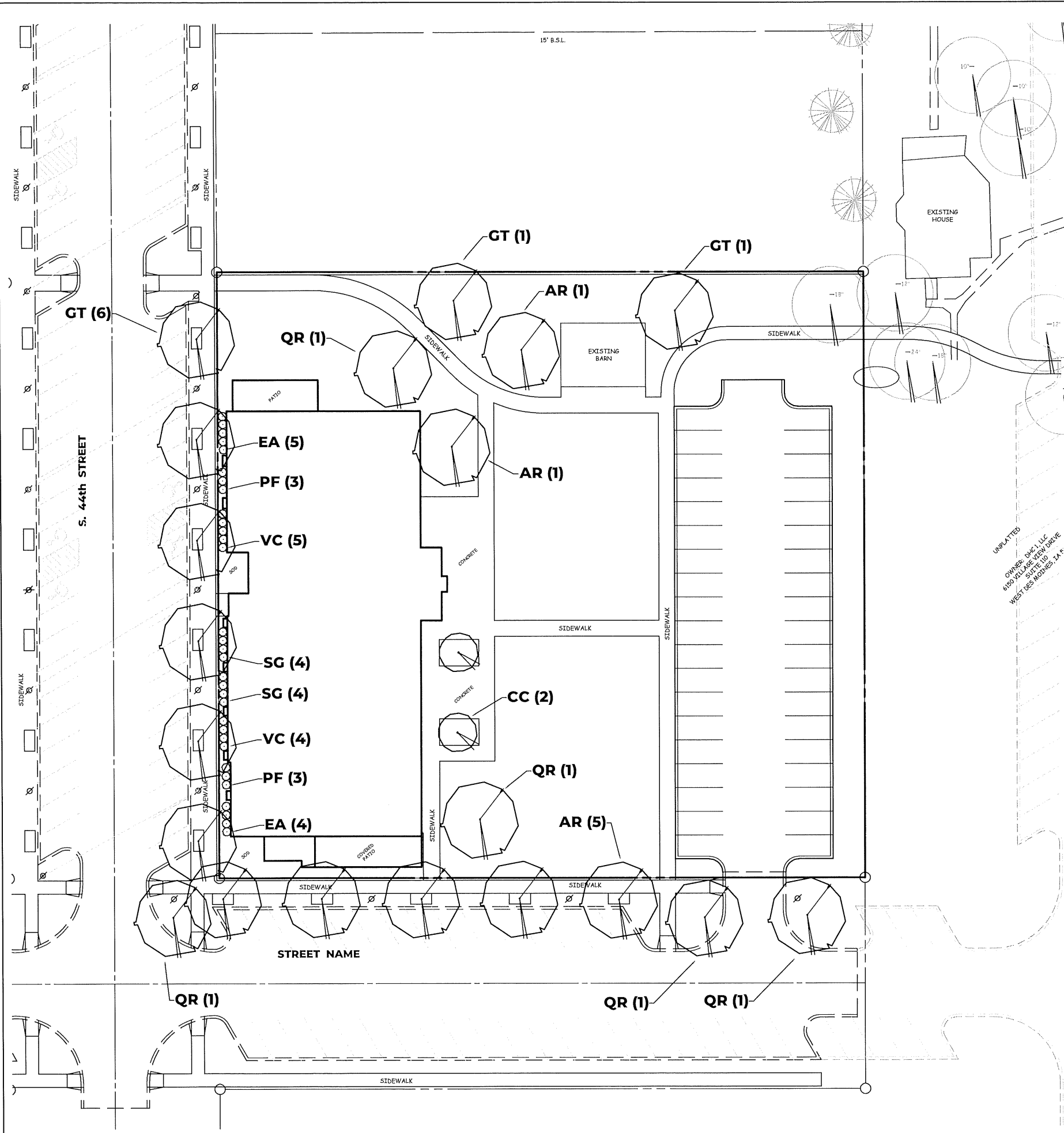
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SHEET
3 OF 3

**IOWA 811
ONE CALL**



FY 25 Budget Highlights-City of Cumming

Taxable valuation

FY 2023	\$27,629,062
FY 2024	\$28,811,432
FY 2025	<u>\$48,589,378</u>

This is the value of all buildings and property in the city that are able to be taxed, after the State rollback is applied.

The rollback is a formula that limits how much property valuation can actually be taxed

Difference **\$19,777,946**

The City of Cumming has increased its taxable valuation with additional businesses and homes

Taxes

FY 2023	\$306,645
FY 2024	\$317,422
FY 2025	<u>\$566,536</u>
Difference	\$249,114

Taxes estimated for FY 25 collection are higher than prior years due to our new taxable valuation, but the actual amount to collect is limited by new State formula

Other revenue sources

TIF	\$244,245
LOST (local option sales tax)	\$54,000
ROAD USE	\$36,000
UTILITY REPLACE.	\$34,033
WATER	\$5,000
LICENSES / PERMITS	\$400,000
SANITARY SEWER	\$60,000
GRANTS, REIMBURS.	\$144,039
<u>ALL OTHERS</u>	<u>\$23,000</u>
FY 25 Total	\$1,000,317

Tax Levy Rate

FY 2023	\$8.10
FY 2024	\$8.10
FY 2025	\$7.86

This is the City of Cumming's portion of the consolidated levy rate that includes the Norwalk School District, DMACC, Warren County

Other revenue sources listed to the right, note limitations on how sources can be used

Tax Levy Rate Including debt service

FY 2023	11.18 (debt levy 1.62)
FY 2024	11.18977 (debt levy 2.02)
FY 2025	11.62 (debt levy 2.72)

The debt service levy is used for payment on bonds, loans and agreements where funds are borrowed. Our current debts are from sanitary sewer expansion projects, which will be paid off by 2030.

Per our agreement with the City of Norwalk for fire and rescue services, the debt levy rate increases in FY 25

This item will be the only debt levied for, as the remaining debts are paid for with TIF

Tax Rate Comparisons (Consolidated Rate)		
City	Population	Rate*
Cumming	436	\$37.23
St Charles	640	\$39.44
Carlisle	4160	\$43.39
Indianola	15,833	\$38.98
Martensdale	421	\$35.67
Norwalk	12,799	\$43.92

** rate is applied per \$1000 of the taxable valuation*

FY 2025 Tax Levy

			FY 2023		FY 2024		FY 2025
	Regular Tax Valuation		\$27,629,062.00		\$24,811,432.00		\$29,319,972.00
	Tax Levies						
	Regular		223,796		233,373		382,111
	Liability (Insurance)		11,500		15,000		18,700
	Emergency		7,460				
	FICA & IPERS		14,914		9,821		24,000
	Other Employee Benefits		6,331		6,000		7,400
	Debt Service		1.62		2.02		2.72
	Total taxes collected		318,521		344,149		600,569
	Tax Rate		11.18005		11.18977		11.61638

(all with utility replacement included)

General Taxes

	FY25	FY 24	FY 23	Difference
Public Safety				
Police	11,756	11,756	11,304	452
Fire			43,994	(43,994)
Bld Inspections	40,000	40,000	40,000	
Animal Control	800		1,500	
Total	52,556	51,756	96,798	(45,042)
Public Works				
Roads	14,500	65,000	39,711	25,289
Street Lighting	12,000	15,000	13,000	2,000
Traffic Lights	150	500	1,500	(1,000)
Snow Removal	17,750	30,000	20,000	10,000
Street Cleaning	2,000	3,000	2,000	1,000
Garbage	41,000	40,000	37,500	2,500
Airport			1,000	
Other Public Works				
Total	87,400	153,500	113,711	39,789
Health				
Welfare Asst			100	(100)
Mosquito			2,100	(2,100)
Total	-	-	2,200	(2,200)
Culture and Rec				
Library	9,915	10,000	9,000	(1,000)
Parks	17,192	38,000	20,000	18,000
Total	27,107	48,000	29,000	(19,000)
TOTAL	167,063	253,256	241,709	(26,453)

	FY25	FY 24	FY 23	Difference
Community & Econ				
Comm Beautification	3,000	3,000	3,000	-
Economic Development	10,000			
P&Z		65,000	10,000	-
Other Comm & ED			40,000	
TIF Rebates	173,160	70,770		-
Total	13,000	138,770	53,000	
General Govt				
Mayor/Council/City Admin	126,723	107,316	93,367	
Clerk	43,477	38,368	122,957	(84,589)
Elections	1,500	1,500	1,500	-
Legal	30,000	35,000	37,000	(2,000)
City Hall & Buildings	10,000	10,000	10,000	-
Tort Liability/Insurance	13,215	11,000	9,000	2,000
Other General Gov	35,000	41,500	35,000	6,500
Total	259,915	244,684	308,824	(64,140)
Debt Service				
Gov Capital Projects				
TIF Capital Projects				
Total Capital Projects				
Total Gov Business Activities	439,978	636,710	603,533	33,177
Business Activities				
Water Utiliies				
Sewer Utiliities				
Total Business Activities				
Regular Transfer Out	106,988.00	106,988		
Internal Transfer Out				
Total Transfer Out				
Total All Expenditures	546,966	743,698	603,533	(140,165)
		743,698		

DEBT SERVICE				
		FY 25	FY24	FY23
Phase I Sewer		76,060	26,432	25,960
Phase I Sewer Extension				28,560
Phase II Sewer - TIF		33,760	34,893	31,380
Phase III Sewer Extension - TIF		101,900	103,800	105,700
Fire/EMS Equipment and Facilities		164,900	76,029	

FY 25 Considerations

Fire and Emergency Medical Services agreement

Des Moines Water Works capital costs

DSM WRA cost

Multi-use trail construction Cumming Ave

Road maintenance/park maintenance

Old Town sanitary sewer