



## Newton City Council Agenda

August 4, 2025 - 6:00 PM

*View the City Council Meeting:*

**In Person**

City Hall - Council Chambers  
101 W 4th St S, Newton, IA 50208

**Television**

Mediacom Channel  
12/85/121.12

**Online**

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### Pledge

Pledge of Allegiance

### Call to Order

1. Roll Call

### Citizen Participation

2. This is the time of the meeting that a citizen may address the Council. After being recognized by the presiding officer, each person will be given three (3) minutes to speak. Elected officials will take comments into consideration; however, this time is not intended for a discussion or entering into a dialogue. Elected officials and City staff will not answer questions or debate a citizen during the *Citizen Participation* portion of the meeting.

### Consent Agenda

3. July 21, 2025 Regular City Council Meeting Minutes
4. Resolution fixing the amounts to be assessed against individual private properties for the abatement of nuisance violations (Schedule No. 25-10)
5. Resolution levying assessments for costs of nuisance abatement and providing for the payment thereof (Schedule 25-09)
6. Resolution accepting the Prairie Meadows Community Betterment Grant for Cardinal Pond Fishing Pier Improvements
7. Resolution authorizing City Staff to apply for the Iowa Tourism Grant Program to support a digital marketing campaign promoting the City of Newton
8. Resolution approving the purchase of equipment for the City fitness facility
9. Resolution accepting completion of the Demolition 2025-01 Project
10. Resolution accepting completion of the Demolition 2025-02 Project
11. Resolution approving change order #2 for Aurora Tennis Court Project
12. Approve Bills

### Public Hearing

13. Public Hearing on Resolution awarding contract for the 2025 Westwood Patio Project

- On September 13, 2022, residents approved a park bond referendum, which included the construction of a new clubhouse at the Westwood Golf Course.
- Previous projects have been completed, including asbestos abatement, demolition, site grading, utilities, footing, shell and interior improvements. This project will complete exterior patio and cart improvements.
- The apparent low quote of \$49,895.56 is from Jerry Keenan Concrete. The cost estimate was \$69,621.81.

14. Resolution awarding contract for the 2025 Westwood Patio Project

## Ordinance

15. Third Consideration of an Ordinance amending the Code of Ordinances, City of Newton, Iowa, Title XV: Land Usage, Chapter 152: Swimming Pools

- The City utilizes the International Code Council family of codes for Building Code, Minimum Housing Code, Fire Code, and Property Maintenance Code.
- The Building Trade Board reviewed the current swimming pool code, and recommends adopting the International Swimming Pool and Spa Code, 2015 Edition, to provide consistency with the City's adopted codes.

16. Second Consideration of an Ordinance Amending The Code of Ordinances, City Of Newton, Iowa, 2025, Title XI, Chapter 111 Peddlers, Solicitors, Transient Merchants, And Mobile Food Units, Section 111.07 Mobile Food Unit Standards

- City Council desires to allow parking of mobile food units along the south side of N 3<sup>rd</sup> Ave W adjacent to the new splash pad in Harmony Park.
- The existing ordinance does not allow parking on public property or in the public right of way except for designated locations.
- This change will codify the changes allowing the parking of mobile food units in the requested location.

17. Second Consideration of an Ordinance adding 1601 North 15th Avenue East to the listing of Industrial Property Tax Abatements

- Council recently adopted the Industrial Tax Exemption ordinance as authorized by the Iowa Code.
- In order to provide tax exemption to qualifying industrial properties, Council must adopt, by ordinance, each individual exemption.
- This ordinance provides a five-year, sliding scale property tax exemption for 1601 North 15th Avenue East.

## Resolution

18. Resolution approving a low-moderate income housing set-aside grant for 1010 North 5<sup>th</sup> Avenue East, Newton
  - The owner of 1010 North 5<sup>th</sup> Avenue East has made an application in the Plumbing category and has submitted a quote for the work. The owner and the property meet the requirements of the City's LMI Existing Housing Improvement Grant program.
  - The resolution approves a \$5,118.75 grant for 1010 North 5<sup>th</sup> Avenue East.
19. Resolution approving a low-moderate income housing set-aside grant for 309 East 20<sup>th</sup> Street North, Newton
  - The owners of 309 East 20<sup>th</sup> Street North have made an application in the HVAC and Permanent Interior Work categories and have submitted a quote for the work. The owners and the property meet the requirements of the City's LMI Existing Housing Improvement Grant program.
  - The resolution approves a \$9,225.00 grant for 309 East 20<sup>th</sup> Street North.
20. Resolution approving Contract for Commercial and Industrial Economic Development Services with Newton Development Corporation
  - The City has a need to contract for professional economic development services with Newton Development Corporation.
  - The contract provides a listing of work the City is asking NDC to complete and provides for a fee of \$77,000, paid in quarterly installments.
  - The contract expires on June 30, 2026.
21. Resolution approving Contract for Professional Community and Economic Development Services by and between the City of Newton, Iowa and Newton Housing Development Corporation
  - Newton Housing Development Corporation works to improve the quantity and quality of housing in the community.
  - It is desirable for the City to engage NHDC for professional consultant services to perform community and housing economic development activities.
  - The 5-year contract provides an annual consultant fee to NHDC in the amount of \$40,000.00.
22. Resolution amending the Cemetery Rules and Regulations relating to decorations at the columbarium in Union Cemetery

- Private citizens have requested consideration of amendments to the Cemetery Rules relating to decorations on niches within the columbarium at Union Cemetery.
- The current rules in place do not allow for decorations at the columbarum, providing a streamlined appearance.
- The attached resolution contemplates the allowance of a small wreath or other decoration or a bud vase installed upon individual niches, provided the decorations do not infringe on surrounding spaces by crossing the niche boundary.

23. Resolution approving an amendment to the adopted Low-Moderate Income Set Aside Policy

- The City has established a LMI Housing Set-Aside Policy to guide how the required set-aside funds from Residential TIF Districts are utilized.
- Some amendments to the policy, resulting in grant caps for certain program areas, removing interior work as a program area, and a household lifetime cap are suggested.

**Mayor/Council Comments**

24. Mayor and Council Comments

**Adjourn**

The City of Newton is pleased to provide reasonable accommodations, in compliance with the Americans with Disabilities Act, for those individuals or groups who require assistance to be able to participate in the public meeting. Should special accommodations be required, please contact the City Clerk's Office at least 48 hours in advance of the meeting, at 641-792-2787 to arrange for accommodations to be provided.

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NEWTON CITY COUNCIL MEETING MINUTES  
JULY 21, 2025, 6:00 PM

Pledge

Pledge of Allegiance

Mayor George asked everyone present to join in saying the Pledge of Allegiance.

Call to Order

1. Roll Call

The City Council of Newton, Iowa met in regular session at 6:00 P.M. on the above date in the Council Chambers at 101 West 4<sup>th</sup> Street South. Mayor George presided. Present Council Members: Mills, Mullan, Dalton, Hallam, Simbro, Ervin. Absent: None.

Presentation

2. Open Arms Foundation of Jasper County - Nick Pietrack

Open Arms is committed to the health and safety of every child. They are advocating bringing a Safe Haven Baby Box to Jasper county to provide a last-resort option for mothers in crisis, ensuring that no child is ever left in danger.

Citizen Participation

3. John Holdsworth, 615 W 68th St S, has a rental property that has a shared water line with 1010 N 5th Ave E. That property is getting an LMI grant, and he is forced to replace his rental property's line at full cost. They are asking council to amend the policy to include rental property owners in the grant program.

Consent Agenda

Moved by Ervin, seconded by Mills to approve consent agenda items 4-22. AYES: Six. NAYS: None. Consent Agenda was adopted.

4. July 7, 2025 Special City Council Workshop Minutes

5. July 7, 2025 Regular City Council Meeting Minutes

6. Approve 2025-2026 Cigarette/Tobacco/Nicotine/Vapor License & Class E Retail Alcohol License for Pit Stop Liquors (under new ownership), 1324 1st Ave E pending staff review

7. Resolution levying assessments for costs of nuisance abatement and providing for the payment thereof (Schedule 25-08)  
Resolution 2025-287 adopted.

8. Resolution fixing the amounts to be assessed against individual private properties for the abatement of nuisance violations (Schedule No. 25-09)  
Resolution 2025-288 adopted.

9. Resolution Approving Payment to Axon, LLC for Police Video Equipment and Service  
Resolution 2025-289 adopted.

10. Resolution Approving the FY24 Audit for the City of Newton  
Resolution 2025-290 adopted.

11. Resolution Approving Disposal of Records in the Finance Area of the Administration Department According to the Iowa League of Cities Recommended Retention Schedule  
Resolution 2025-291 adopted.

12. Resolution approving a quote for the completion of the 2024 Sanitary Sewer Lining Project through a performance bond  
Resolution 2025-292 adopted.

13. Resolution Amending the Total Downtown Grant Amount for Silverado Boutique at 105 West 2nd Street North, Newton  
Resolution 2025-293 adopted.

14. Resolution approving change order #1 for Aurora Tennis Court Project  
Resolution 2025-294 adopted.

15. Resolution approving a Telecommunications Licensing Agreement with Unite Private Networks – UPN 9973  
Resolution 2025-295 adopted.

16. Resolution approving change order #1 for Landfill Concrete Crushing Project  
Resolution 2025-296 adopted.

17. Resolution awarding contract for the Scale House Electrical Generator Installation Project  
Resolution 2025-297 adopted.

18. Resolution Approving the letter of support for Newton Main Street's Challenge Grant Application  
Resolution 2025-298 adopted.
19. Resolution approving the private sale and assignment of development agreement for 900 and 1106 South 5th Avenue East  
Resolution 2025-299 adopted.
20. Resolution authorizing the submission of an application for Iowa Traffic Safety Improvement Program funding  
Resolution 2025-300 adopted.
21. Resolution Renewing the Aviation Ground Operations Liability Insurance Package For the Newton Airport with Global Aerospace Inc.  
Resolution 2025-301 adopted.
22. Resolution ordering bids, approving plans, specifications and form of contract and notice to bidders, and ordering city clerk to publish notice and fixing a date for receiving same, and for a public hearing on plans, specifications, form of contract and estimate of costs for the 2025 Sanitary Sewer Lining Project  
Resolution 2025-302 adopted.
23. Approve Bills

#### Public Hearing

24. Public Hearing on a Proposed Amendment to the North Central Urban Renewal Area  
Mayor George stated that this is the time and place for a Public Hearing on the above Resolution. There were no written comments. Moved by Hallam, seconded by Mullan to close the public hearing. AYES: Six. NAYS: None. The public hearing was closed.
25. Resolution to Approve Urban Renewal Plan Amendment for the North Central Urban Renewal Area  
Moved by Dalton, seconded by Mullan to adopt the Resolution. AYES: Six. NAYS: None. Resolution 2025-303 adopted.
26. Public Hearing on Proposed Amendment to the 1st Avenue East Urban Renewal Area  
Mayor George stated that this is the time and place for a Public Hearing on the above Resolution. There were no written comments. Moved by Hallam, seconded by Ervin to close the public hearing. AYES: Six. NAYS: None. The public hearing was closed.
27. Resolution to Approve Urban Renewal Plan Amendment for the 1st Avenue East Urban Renewal Area  
Moved by Hallam, seconded by Dalton to adopt the Resolution. AYES: Six. NAYS: None. Resolution 2025-304 adopted.
28. Public Hearing on a Proposed Amendment to the East-Mart Economic Development Urban Renewal Area  
Mayor George stated that this is the time and place for a Public Hearing on the above Resolution. There were no written comments. Moved by Dalton, seconded by Ervin to close the public hearing. AYES: Six. NAYS: None. The public hearing was closed.
29. Resolution to Approve Urban Renewal Plan Amendment for the East-Mart Economic Development Urban Renewal Area  
Moved by Ervin, seconded by Hallam to adopt the Resolution. AYES: Six. NAYS: None. Resolution 2025-305 adopted.
30. Public Hearing on an Ordinance adding 1601 North 15th Avenue East to the listing of Industrial Property Tax Abatements  
Mayor George stated that this is the time and place for a Public Hearing on the above Resolution. There were no written comments. Moved by Mullan, seconded by Simbro to close the public hearing. AYES: Six. NAYS: None. The public hearing was closed.
31. First Consideration of an Ordinance adding 1601 North 15th Avenue East to the listing of Industrial Property Tax Abatements  
Moved by Hallam, seconded by Dalton to approve the first consideration of the Ordinance. AYES: Six. NAYS: None. First Consideration of the Ordinance was approved.

#### Ordinance

32. Second Consideration of an Ordinance amending the Code of Ordinances, City of Newton, Iowa, Title XV: Land Usage, Chapter 152: Swimming Pools  
Moved by Simbro, seconded by Ervin to approve the second consideration of the Ordinance. AYES: Six. NAYS: None. Second Consideration of the Ordinance was approved.

33. First Consideration of an Ordinance Amending The Code of Ordinances, City Of Newton, Iowa, 2025, Title XI, Chapter 111 Peddlers, Solicitors, Transient Merchants, And Mobile Food Units, Section 111.07 Mobile Food Unit Standards  
Moved by Ervin, seconded by Dalton to approve the first consideration of the Ordinance. AYES: Four. NAYS: Mills, Simbro. First Consideration of the Ordinance was approved.

#### Resolution

34. Resolution approving Contract for Professional Community and Economic Development Services by and between the City of Newton, Iowa and Newton Housing Development Corporation  
Moved by Hallam, seconded by Ervin to adopt the Resolution. Moved by Simbro, seconded by Mills to postpone in order to include more details in the contract. AYES: Six. NAYS: None. Resolution was postponed.
35. Resolution approving Contract for Commercial and Industrial Economic Development Services with Newton Development Corporation  
Moved by Hallam, seconded by Ervin to adopt the Resolution. Moved by Simbro, seconded by Dalton to postpone in order to include more details in the contract. AYES: Six. NAYS: None. Resolution was postponed.
36. Resolution approving the granting of Downtown Improvement Grant funds for 109-111 W 3<sup>rd</sup> Street North, Newton, Iowa in the Facade and Paint Program Area  
Moved by Hallam, seconded by Dalton to adopt the Resolution. AYES: Six. NAYS: None. Resolution 2025-306 adopted.
37. Resolution approving a low-moderate income housing set-aside grant for 525 North 2<sup>nd</sup> Avenue East, Newton  
Moved by Ervin, seconded by Mullan to adopt the Resolution. AYES: Six. NAYS: None. Resolution 2025-307 adopted.
38. Resolution approving a low-moderate income housing set-aside grant for 1010 North 5th Avenue East, Newton  
Moved by Hallam, seconded by Simbro to adopt the Resolution. Owner Jeff Murphy indicated that due to the shared waterline he can only run 1 facet at a time. This if the reason he is replacing the line at this time. It will require that the other property on the shared line be replaced as well. Utilities Director Jody Rhone indicated that the EPA will eventually require that all lead and galvanized lines be replaced. This grant only applies to owner occupied properties and not rental properties. Council discussed options and the effect the EPA order will have on the community. Moved by Dalton, seconded by Ervin to postpone in order to gather additional information on the situation and for the owner of the other property on the shared line. AYES: Six. NAYS: None. Resolution was postponed.
39. Resolution approving a low-moderate income housing set-aside grant for 309 East 20<sup>th</sup> Street North, Newton  
Moved by Hallam, seconded by Ervin to adopt the Resolution. Moved by Hallam, seconded by Dalton to postpone to August 4th. AYES: Six. NAYS: None. Resolution was postponed.
40. Resolution approving part-time cook positions at Westwood Golf Course  
Moved by Mills, seconded by Ervin to adopt the Resolution. AYES: Six. NAYS: None. Resolution 2025-308 adopted.
41. Resolution awarding the purchase of a Zoll ZVent Ventilator from Zoll Medical Corporation  
Moved by Mills, seconded by Hallam to adopt the Resolution. AYES: Six. NAYS: None. Resolution 2025-309 adopted.

#### Staff Report

42. Water Source & Treatment Projects - Jody Rhone, Utilities Director  
Newton's water supply consists of 18 Alluvial and 1 Jordan Well. The Jordan well was constructed in 2000. Was in need of maintenance and rehabilitation to restore yield by over 31%, remove mineral scaling, and evaluate the condition. Other maintenance projects in FY25 have been done on the Alluvial wells. They range from 20–70 years old and some will need to be replaced due to end of life. The treatment facility was also in need of maintenance, including new roofs, upgrades to the controls and telemetry, filter room upgrades, new central tower valve actuators, and polyphosphate tank and pump upgrades.

#### Mayor/Council Comments

43. Mayor and Council Comments  
Hallam indicated that he would be at the Farmers Market on Tuesday handing out swag. Simbro articulated the benefits of having the farmers' market in the green space at Legacy Plaza and taking the opportunity to tour the new apartments. Ervin announced the open house from 11-1 pm on Tuesday for the new houses on N 8th Ave. Mayor George stated that her future plans will involve a lot more traveling and that she has decided not to run again for Mayor. She encourages those that are interested in running to get in touch with staff to learn about the process and other aspects of the position.

Adjourn  
Moved by Dalton, seconded by Mullan to adjourn the meeting at 7:18 P.M. Motion unanimously carried by voice vote.

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Katrina Davis, City Clerk

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Evelyn George, Mayor

## City of Newton Council Report

**Item:**

Resolution fixing the amounts to be assessed against individual private properties for the abatement of nuisance violations (Schedule No. 25-10)

**Summary:**

The City of Newton abated some nuisances, such as tall grass/weeds, trash, or snow. These costs remain unpaid by the property owner(s) and should be assessed to the property taxes.

**Financial Impact:**

Cost Recovery: \$5,850.00

**Report Number:** 2025-974

**Date:**

August 4, 2025

**Lead Department:**

Police

**Recommendation:**

Approve

**Background:**

The City continues to work towards better curb appeal and improved aesthetics within the community. The City abated violations that remained non-compliant after the initial warning period. The attached schedule lists owner, parcel number, address, amount to be assessed, date work was completed, property legal description, and property valuation.

**Recommendation:**

City Staff recommends approval of the Resolution fixing the amounts to be assessed against individual private properties for the abatement of nuisance violations.

Matt Muckler, City Administrator

**RESOLUTION 2025- \_\_\_\_\_**

**RESOLUTION FIXING THE AMOUNTS TO BE ASSESSED AGAINST INDIVIDUAL  
PRIVATE PROPERTIES FOR THE ABATEMENT OF NUISANCE VIOLATIONS  
(SCHEDULE NO. 25-10)**

**WHEREAS**, the City of Newton has abated nuisance violations at the addresses as found in Schedule No. 25-10: Assessment for the Expenses for Nuisance Abatement; and

**WHEREAS**, the City of Newton has maintained a report of the abatement costs for each individual property as found in Schedule 25-10: Assessment for the Expenses for Nuisance Abatement; and

**WHEREAS**, the expenses have been billed to the property owners and remain unpaid.

**NOW THEREFORE, BE IT RESOLVED** by the City Council of Newton, Iowa, that the Schedule 25-10: Assessment for the Expenses for Nuisance Abatement is approved.

**NOW THEREFORE, BE IT FURTHER RESOLVED** by the City Council of Newton, Iowa, that the City Clerk is hereby directed to prepare, sign, and file in the clerk's office the Schedule 25-10: Assessment for the Expenses for Nuisance Abatement.

**PASSED** this \_\_\_\_\_ day of August, 2025.

**APPROVED** this \_\_\_\_\_ day of August, 2025.

\_\_\_\_\_  
Evelyn George, Mayor

ATTEST:

\_\_\_\_\_  
Katrina Davis, City Clerk

## Schedule 25-10: Assessment for the Expenses for Nuisance Abatement

| Deed/Contract Holder        | Parcel Number              | Property Address | City   | Net<br>Assessed<br>Property<br>Value | Abatement<br>Fee | Admin.<br>Fee | Total Amount<br>Assessed | Legal                                                                      | Date Abated |
|-----------------------------|----------------------------|------------------|--------|--------------------------------------|------------------|---------------|--------------------------|----------------------------------------------------------------------------|-------------|
| Savonny Chal & Moeipo Maki  | <a href="#">834332001</a>  | 702 E 4th St S   | Newton | \$39,470                             | \$100.00         | \$150.00      | \$250.00                 | LEONARD'S ADD W 1/2 LOT 8 BLK 5                                            | 6/16/2025   |
| Devani Dearmond             | <a href="#">834436004</a>  | 1002 S 8th Ave E | Newton | \$227,650                            | \$100.00         | \$150.00      | \$250.00                 | LINCOLN PLACE ADD LOT 7 BLK 10                                             | 6/16/2025   |
| Joshua Gillespie            | <a href="#">827477009</a>  | 901 N 6th Ave E  | Newton | \$29,160                             | \$100.00         | \$150.00      | \$250.00                 | LONG'S SD LOT 21                                                           | 6/16/2025   |
| Sean & Lindsay Guin         | <a href="#">835134003</a>  | 201 E 15th St N  | Newton | \$70,130                             | \$100.00         | \$150.00      | \$250.00                 | NELSON MANOR ADD LOT 2 & PARCEL C OF LOT 1                                 | 6/16/2025   |
| Huyen Hoang                 | <a href="#">835104017</a>  | 1326 Crescent Dr | Newton | \$76,770                             | \$100.00         | \$150.00      | \$250.00                 | BELMONT PARK LOT 17 BLK 2                                                  | 6/16/2025   |
| Idaho Housing & Finance Ass | <a href="#">834478009</a>  | 1005 E 10th St S | Newton | \$130,470                            | \$100.00         | \$150.00      | \$250.00                 | HARLAN'S SD LOT 1 BLK 3                                                    | 6/16/2025   |
| John Meek                   | <a href="#">828453007</a>  | 814 N 7th Ave W  | Newton | \$143,200                            | \$100.00         | \$150.00      | \$250.00                 | GREENCASTLE PLACE LOT 6 BLK E & LOT 12 BLK F                               | 6/16/2025   |
| Paragon Builds LLC          | <a href="#">828377003</a>  | 1402 N 7th Ave W | Newton | \$104,630                            | \$100.00         | \$150.00      | \$250.00                 | HILLCREST ADD LOT 16 BLK A                                                 | 6/16/2025   |
| Jacqueline Wert             | <a href="#">833282017</a>  | 611 S 3rd Ave W  | Newton | \$147,930                            | \$100.00         | \$150.00      | \$250.00                 | WEST NEWTON N 200.5' LOT 19 BLK C                                          | 6/17/2025   |
| Michael Free                | <a href="#">834435008</a>  | 717 E 10th St S  | Newton | \$93,360                             | \$100.00         | \$150.00      | \$250.00                 | LINCOLN PLACE ADD LOT 8 BLK 11                                             | 6/21/2025   |
| Linda Rice                  | <a href="#">835402011</a>  | 514 E 20th St S  | Newton | \$157,750                            | \$100.00         | \$150.00      | \$250.00                 | AURORA HEIGHTS SD LOT 11 BLK E                                             | 6/21/2025   |
| 318nin208 Trust             | <a href="#">827301009</a>  | 318 N 9th Ave W  | Newton | \$80,400                             | \$100.00         | \$150.00      | \$250.00                 | BELL'S SD LOT 8                                                            | 6/24/2025   |
| Devyn Taylor & Serena Chaiy | <a href="#">835153005</a>  | 416 E 12th St S  | Newton | \$146,210                            | \$100.00         | \$150.00      | \$250.00                 | SCHARF'S SD W 132' OF LOTS B-C-F                                           | 6/24/2025   |
| Sydney Brand                | <a href="#">834434006</a>  | 709 E 9th St S   | Newton | \$122,530                            | \$100.00         | \$150.00      | \$250.00                 | LINCOLN PLACE ADD LOT 4 BLK 12                                             | 6/24/2025   |
| Globe Tax 8 LLC             | <a href="#">1303202011</a> | 1500 E 6th St S  | Newton | \$23,830                             | \$150.00         | \$150.00      | \$300.00                 | LISTER'S ACRES LOT 35                                                      | 6/28/2025   |
| Ralph Grau Jr               | <a href="#">833257001</a>  | 825 S 2nd Ave W  | Newton | \$60,240                             | \$100.00         | \$150.00      | \$250.00                 | KENNEDY'S SD N 80' LOT 12                                                  | 6/30/2025   |
| Jeffrey Halbstein           | <a href="#">834161005</a>  | 414 W 4th St S   | Newton | \$194,050                            | \$100.00         | \$150.00      | \$250.00                 | PARDOE'S SD OF OUTLOT 15, N 1/2 OF LOTS 5-6 BLK 2                          | 6/30/2025   |
| Tameca Miller               | <a href="#">834205002</a>  | 711 N 3rd Ave E  | Newton | \$169,890                            | \$100.00         | \$150.00      | \$250.00                 | EAST ADD LOT F SD LOT 14                                                   | 6/30/2025   |
| Switt Properties LLC        | <a href="#">827107004</a>  | 1525 1st St N    | Newton | \$107,740                            | \$150.00         | \$150.00      | \$300.00                 | NELSON'S SD LOT 18                                                         | 6/28/2025   |
| Nathan Sumner               | <a href="#">834226014</a>  | 816 N 3rd Ave E  | Newton | \$65,910                             | \$100.00         | \$150.00      | \$250.00                 | EAST NEWTON W 1/2 LOTS 9 & 12 BLK 2 & S 1/2 VACATED ALLEY ADJ ON NORTH     | 6/30/2025   |
| Westward Tax Service V      | <a href="#">1303202004</a> | 619 S 13th Ave E | Newton | \$10,290                             | \$100.00         | \$150.00      | \$250.00                 | LISTER'S ACRES E 1/2 LOT 5 EX W 2' OF N 1/2 & E 2' OF S 1/2 OF W 1/2 LOT 5 | 6/26/2025   |
| Midwest Fixer Uppers LLC    | <a href="#">826353011</a>  | 602 E 13th St N  | Newton | \$106,480                            | \$100.00         | \$150.00      | \$250.00                 | EMERSON HOUGH PLACE LOT 14 BLK C                                           | 7/1/2025    |
| Robert Spinney              | <a href="#">826352024</a>  | 601 E 13th St N  | Newton | \$91,430                             | \$100.00         | \$150.00      | \$250.00                 | EMERSON HOUGH PLACE LOT 12 BLK B                                           | 7/1/2025    |
| <b>TOTAL:</b>               |                            |                  |        |                                      |                  |               | <b>\$5,850.00</b>        |                                                                            |             |

## City of Newton Council Report

**Item:**

Resolution levying assessments for costs of nuisance abatement and providing for the payment thereof (Schedule 25-09)

**Summary:**

The City of Newton abated some nuisances, such as tall grass/weeds and/or trash. These costs remain unpaid by the property owner(s) and should be assessed to the property taxes.

**Financial Impact:**

Cost Recovery: \$3,510.00

**Report Number:** 2025-973

**Date:**

August 4, 2025

**Lead Department:**

Police

**Recommendation:**

Approve

**Background:**

At their last meeting, City Council approved a Schedule of Assessment for the Expenses of Nuisance Abatement. The total amount for cost recovery is \$3,510.00.

The attached schedule lists owner, parcel number, address, amount to be assessed, date work was completed, property legal description, and property valuation.

With the approval of this resolution, the costs expended by the City for the abatement of nuisances will be placed on the taxes as a special assessment for each property.

**Recommendation:**

Staff recommends approval of the resolution levying assessments for costs of nuisance abatement and providing for the payment thereof (Schedule 25-09).

Matt Muckler, City Administrator

**RESOLUTION NO. 2025 – \_\_\_\_\_**

**RESOLUTION LEVYING ASSESSMENTS FOR COSTS OF  
NUISANCE ABATEMENT AND PROVIDING FOR THE  
PAYMENT THEREOF (SCHEDULE 25-09)**

**WHEREAS**, pursuant to its powers and duties as set out in Chapter 364, Code of Iowa, the City of Newton, after the property owner’s failure upon being given notice and opportunity to cure, has performed the required action to abate the public nuisance and now seeks, as provided in 364.12, Code of Iowa, to assess the costs of such action against each of the properties set out on the attached Schedule No. 25-09 for collection in the same manner as the property tax.

**NOW, THEREFORE, BE IT RESOLVED**, that the attached Schedule No. 25-09, is hereby approved and adopted with the amounts shown thereon assessed and levied against each property for the collection in the same manner as a property tax.

**BE IT FURTHER RESOLVED**, that said assessments shall be payable in 1 annual installment and shall bear interest at the rate of 3.88 percent per annum, from the date of the acceptance of this assessment schedule; the one installment of each assessment with interest on the whole assessment from date of acceptance of this schedule by the Council shall become due and payable on August 20, 2025, and shall be paid at the same time and in the same manner as the semiannual payment of ordinary taxes. Said assessment shall be payable at the office of the County Treasurer of Jasper County, Iowa, in full and without interest within thirty days after first date of publication of the Notice to Property Owners of filing the schedule of assessments.

**BE IT FURTHER RESOLVED**, that the Clerk be and is hereby directed to certify said schedule to the County Treasurer of Jasper County, Iowa and to publish notice of said certification once each week for two consecutive weeks in the Newton Daily News, a newspaper printed wholly in the English language, published in Newton, Iowa, and of general circulation in Newton, Iowa, the first publication of said notice to be made within fifteen days from the date of the filing of said schedule with the County Treasurer, the City shall send by regular mail to all property owners whose property is subject to assessment a copy of said notice, said mailing to be on or before the date of the second publication of the notice all as provided and directed by Code Section 384.60, Code of Iowa.

**PASSED** this \_\_\_\_\_ day of August, 2024.

**APPROVED** this \_\_\_\_\_ day of August, 2024.

\_\_\_\_\_  
Evelyn George, Mayor

ATTEST:

\_\_\_\_\_  
Katrina Davis, City Clerk

## Schedule 25-09: Assessment for the Expenses for Nuisance Abatement

| Deed/Contract Holder   | Parcel Number              | Property Address | City   | Net<br>Assessed<br>Property<br>Value | Abatement<br>Fee | Admin.<br>Fee | Total Amount<br>Assessed | Legal                                    | Date Abated |
|------------------------|----------------------------|------------------|--------|--------------------------------------|------------------|---------------|--------------------------|------------------------------------------|-------------|
| Artisan American LLC   | <a href="#">834452015</a>  | 905 E 8th St S   | Newton | \$102,870                            | \$100.00         | \$150.00      | \$150.00                 | HARLAN'S SD LOT 13 & N 6' LOT 16 BLK 4   | 6/6/2025    |
| Globe Tax 46 LLC       | <a href="#">834304007</a>  | 602 W 2nd St S   | Newton | \$18,000                             | \$100.00         | \$150.00      | \$150.00                 | STONE'S ADD S 60' LOT 25                 | 6/6/2025    |
| Michael Free           | <a href="#">835358006</a>  | 1206 E 14th St S | Newton | \$177,530                            | \$100.00         | \$150.00      | \$250.00                 | DENNISTON FARMS ADD PLAT 4, LOT 268      | 6/6/2025    |
| William Nace           | <a href="#">1303203012</a> | 1602 E 7th St S  | Newton | \$141,560                            | \$200.00         | \$150.00      | \$350.00                 | LISTER'S ACRES LOT 49                    | 6/6/2025    |
| Kerry Pirie            | <a href="#">833278006</a>  | 432 S 2nd Ave W  | Newton | \$117,290                            | \$100.00         | \$150.00      | \$250.00                 | BAILEY & WILKINSON'S ADD LOT 5 BLK 1     | 6/6/2025    |
| Janie Quensel          | <a href="#">834129005</a>  | 430 N 4th Ave E  | Newton | \$73,070                             | \$100.00         | \$150.00      | \$250.00                 | ORIGINAL PLAT LOT 1 OUTLOT 1             | 6/9/2025    |
| Christian Sinclair     | <a href="#">834129004</a>  | 424 N 4th Ave E  | Newton | \$75,880                             | \$100.00         | \$150.00      | \$250.00                 | ORIGINAL PLAT LOT 2 OUTLOT 1             | 6/9/2025    |
| Jarrold M Hesse        | <a href="#">827377013</a>  | 701 E 5th St N   | Newton | \$213,030                            | \$100.00         | \$150.00      | \$250.00                 | LAMB & KENNEDY'S ADD S 1/4 LOT 4 BLK 1   | 6/9/2025    |
| Homebuyers Network LLC | <a href="#">827452021</a>  | 607 E 7th St N   | Newton | \$168,630                            | \$100.00         | \$150.00      | \$250.00                 | COWLE'S ADD LOTS 12-13 BLK 1             | 6/9/2025    |
| Robert Spinney         | <a href="#">826352024</a>  | 601 E 13th St N  | Newton | \$91,430                             | \$100.00         | \$150.00      | \$250.00                 | EMERSON HOUGH PLACE LOT 12 BLK B         | 6/9/2025    |
| Betty & Kyle Snodgrass | <a href="#">833104014</a>  | 1600 1st Ave W   | Newton | \$42,740                             | \$100.00         | \$150.00      | \$250.00                 | LEEPER'S HIGHLAND ADD W 60' LOT 14 BLK 1 | 6/9/2025    |
| Lyndon Woods           | <a href="#">834280014</a>  | 1002 S 5th Ave E | Newton | \$138,490                            | \$100.00         | \$150.00      | \$250.00                 | JONES' SD S 96' LOTS 6 & 14 BLK W        | 6/9/2025    |
| Robert Miller          | <a href="#">827302004</a>  | 914 W 3rd St N   | Newton | \$65,900                             | \$100.00         | \$150.00      | \$250.00                 | SANDERSON'S SD LOT 8                     | 6/11/2025   |
| Richard & Lori Odem    | <a href="#">834436001</a>  | 702 E 10th St S  | Newton | \$165,940                            | \$210.00         | \$150.00      | \$360.00                 | LINCOLN PLACE ADD LOT 2 BLK 10           | 6/11/2025   |
| <b>TOTAL:</b>          |                            |                  |        |                                      |                  |               | <b>\$3,510.00</b>        |                                          |             |

## City of Newton Council Report

**Item:**

Resolution accepting the Prairie Meadows Community Betterment Grant for Cardinal Pond Fishing Pier Improvements

**Summary:**

Accepting a \$10,000.00 grant from Prairie Meadows for the Cardinal Pond Fishing Pier Improvements

**Financial Impact:**

Accepting \$10,000

**Report Number:** 2025-885

**Date:**

August 4, 2025

**Lead Department:**

Community Development

**Recommendation:**

Approve

**Background:**

Each year, Prairie Meadows provides local community betterment grants. The City of Newton applied for and has received communication that we have been awarded \$10,000.00 for the Cardinal Pond Fishing Pier Improvements project. This will augment the \$120,000 REAP grant already received from the Iowa DNR.

Preliminary site visits and survey work have commenced for the design and installation of a fishing pier, accessory parking area, and the beginning of wrap-around trail improvements for the pond. City staff will continue to seek grants for the project to continue enhancements of this new community asset.

The attached resolution accepts the grant and authorizes the Mayor to sign the agreement, which commits the City to the following:

- Use of the grant as outlined in the application by September 1, 2026
- Reporting
- Publicly recognize and thank Prairie Meadows for the Community Betterment Grant received
- Allow for document review, audits, etc. by Prairie Meadows
- Not to use any portion of the grant for employee costs (such as employee oversight or the grant writer)

**Recommendation:**

Staff recommends approval.

Matt Muckler, City Administrator

**RESOLUTION NO. 2025 – \_\_\_\_\_**

**RESOLUTION ACCEPTING THE PRAIRIE MEADOWS COMMUNITY  
BETTERMENT GRANT FOR CARDINAL POND FISHING PIER  
IMPROVEMENTS**

**WHEREAS**, the City applied for a Community Betterment Grant from Prairie Meadows for Cardinal Pond Fishing Pier Improvements ; and

**WHEREAS**, on July 9, 2025, notification of a \$10,000 grant award to the City of Newton for the project was received; and

**WHEREAS**, it is necessary to enter into an agreement with Prairie Meadows in order to accept the \$10,000.00 grant;

**NOW THEREFORE, BE IT RESOLVED** by the City Council of Newton, Iowa, that the Community Betterment or Youth Sports and Recreational Grant Agreement between the City of Newton and Prairie Meadows is hereby approved and the Mayor is authorized to sign.

**PASSED** this \_\_\_\_\_ day of August, 2025.

**APPROVED** this \_\_\_\_\_ day of August, 2025.

\_\_\_\_\_  
Evelyn George, Mayor

ATTEST:

\_\_\_\_\_  
Katrina Davis, City Clerk

## **Community Betterment Grant Agreement**

### **Community Betterment or Youth Sports and Recreational Grant Agreement**

As a condition of the Community Betterment or Youth Sports and Recreational Grant from  
Prairie Meadows to:

City of Newton

in the amount of:

10000.0000

for the proposed project:

Cardinal Pond Fishing Pier Improvements

**the organization and undersigned agree to the following:**

- To receive grant disbursement, the grant recipient must complete and submit the required ACH enrollment form, including a voided check, no later than August 11, 2025.
- To use the grant award only as outlined in the approved Community Betterment or Youth Sports and Recreational Grant Application for the purposes related to the above stated project by September 1, 2026. Any modification to the project as originally presented in the Community Betterment or Youth Sports and Recreational Grant Application must be submitted in writing to Prairie Meadows for consideration.
- To repay any portion of the grant which is not used for the aboved stated project as detailed in the approved Community Betterment or Youth Sports and Recreational Grant Application.
- To complete the Grant Evaluation Report provided by Prairie Meadows. The report will include a complete statement of how the grant funds were spent, the number of people served and the objectives accomplished by the project. The report must be completed by October 1, 2026.

- To recognize and publicly thank Prairie Meadows for the Community Betterment or Youth Sports and Recreational Grant your organization received.
- To give Prairie Meadows 90 days prior written notice if there is a change in your organization's status as a tax-exempt entity as recognized by a determination letter from the Internal Revenue Service.
- To permit Prairie Meadows, at its request, to have complete access to the organizations files and records for the purpose of making such financial audits, verifications and investigations it deems necessary concerning the project and grant award.
- To not amend the organizations Articles of Incorporation or do anything that is inconsistent with the charitable purposes contained in the Articles of Incorporation.
- To not use a single portion of the grant for any personnel expenses for an employee of the organization, an employee of the governing organization and/or a grant writer.
- That the total amount of this grant or any payment thereof may be discontinued, modified or withheld at any time when, in the judgment of Prairie Meadows, such action is necessary to comply with the requirements of the law.

By typing my name and title in the box below, I acknowledge that this project has the support of the organization and its Board of Directors, as the project is a direct representation of the organization.

Name/Title

Evelyn George, Mayor, City of Newton

This document must be completed and submitted in order to receive your check. Failure to complete this document by the due date will result in a forfeit of the grant. Due Date: August 11, 2025  
8/11/2025

## City of Newton Council Report

**Item:**

Resolution authorizing City Staff to apply for the Iowa Tourism Grant Program to support a digital marketing campaign promoting the City of Newton

**Summary:**

Authorization to apply for Tourism Grant to support digital marketing campaign promoting Newton as a place to live visit and invest.

**Financial Impact:**

\$2,500 from Hotel/Motel Community Marketing funds

**Report Number:** 2025-992**Date:**

August 4, 2025

**Lead Department:**

Community Development

**Recommendation:**

Approve

**Background:**

The Iowa Economic Development Authority (IEDA) offers competitive grant funding through the Iowa Tourism Grant Program to support marketing initiatives that increase visitation and promote Iowa communities.

City staff are preparing an application for funding to support a digital marketing campaign focused on increasing awareness of Newton as a place to live, visit, and invest. The campaign will use targeted digital tactics such as OTT (over-the-top) video, streaming audio, and email marketing to reach young professionals and families in regional Midwest markets. These tactics align with IEDA's tourism and talent attraction strategy and reflect current media consumption habits among the state's target audiences.

The City will request \$10,000 in grant funding and provide a cash match of up to \$2,500. The Community Marketing budget has funds available for the cash match requirement. The grant would enable the City to stretch the marketing budget to accomplish more outreach and promotion.

**Recommendation:**

Approval of this resolution authorizes City staff to apply for the Iowa Tourism Grant Program and commit up to \$2,500 in matching funds if the grant is awarded. The campaign will continue to strengthen Newton's visibility and support long-term goals for population and business growth.

Matt Muckler, City Administrator

**RESOLUTION NO. 2025- \_\_\_\_\_**

**RESOLUTION AUTHORIZING CITY STAFF TO APPLY FOR THE IOWA TOURISM GRANT PROGRAM TO SUPPORT A DIGITAL MARKETING CAMPAIGN PROMOTING THE CITY OF NEWTON**

**WHEREAS**, the City of Newton’s Comprehensive Plan calls for economic development strategies that support population growth and business attraction; and

**WHEREAS**, the Community Marketing Manager, in partnership with Bing Bang, is leading a digital marketing campaign to promote Newton’s brand, quality of life, and economic opportunity; and

**WHEREAS**, City staff propose applying for a \$10,000 Iowa Tourism Grant to support the campaign, with a required cash match of up to \$2,500.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Newton, Iowa, that City staff are authorized to submit an application to the Iowa Tourism Grant Program and commit up to \$2,500 in City funds as a cash match if the grant is awarded.

**PASSED** this \_\_\_\_\_ day of August, 2025.

**APPROVED** this \_\_\_\_\_ day of August, 2025.

\_\_\_\_\_  
Evelyn George, Mayor

ATTEST:

\_\_\_\_\_  
Katrina Davis, City Clerk

## City of Newton Council Report

**Item:**

Resolution approving the purchase of equipment for the City fitness facility

**Summary:**

Purchase replacement equipment for the City fitness facility

**Financial Impact:**

\$38,992.02

**Report Number:** 2025-886

**Date:**

August 4, 2025

**Lead Department:**

Police

**Recommendation:**

Approve

**Background:**

The fitness facility in the basement of City Hall is available for use by all City employees. The facility is utilized daily by City staff to maintain a high level of health and wellness in order to prevent on-the-job injuries and perform at the highest level possible for the community. Much of the equipment in the facility is 30+ years old and is due for replacement. The Wellness Committee met on several occasions in early 2025 and agreed to move forward with researching and purchasing replacement equipment. A subcommittee was formed to select the desired equipment and research vendors. The lowest responsible quote for the project was from Pure Fitness Innovations of Peoria, IL for an amount not to exceed \$38,992.02. The project will be funded through the employee benefits fund in the amount of \$15,000 and the remainder will be paid through a recent donation to the Police and Fire Department from the Shirley Haven's Estate in the amount of \$23,992.02. Pure Fitness Innovations will deliver the new equipment and haul away existing outdated equipment. The vendor will provide a credit for any existing equipment that can be re-sold, otherwise the City will sell the remainder of the existing equipment through an online public auction site.

**Recommendation:**

Staff recommends approval of this resolution.

Matt Muckler, City Administrator

**RESOLUTION NO. 2025 – \_\_\_\_\_**

**RESOLUTION APPROVING THE PURCHASE OF EQUIPMENT FOR THE CITY  
FITNESS FACILITY**

**WHEREAS**, the City fitness facility is available for use by all City employees; and

**WHEREAS**, the health and wellness of City staff is a priority to ensure a low injury rate, longevity, and the ability to provide a high level of service to the community, and

**WHEREAS**, the majority of the existing equipment in the facility is 30+ year old, and

**WHEREAS**, the Wellness Committee approved replacement of the existing equipment and researched appropriate replacement equipment and vendors, and

**WHEREAS**, Pure Fitness Innovations of Peoria, IL submitted the lowest responsible bid in the amount not to exceed \$38,992.02, and

**WHEREAS**, the project will be funded through the employee benefits fund in the amount of \$15,000 and the remainder will be paid through a recent donation to the Police and Fire Department from the Shirley Haven's Estate in the amount of \$23,992.02.

**WHEREAS**, the vendor will deliver the new equipment and haul away existing outdated equipment. The vendor will provide a credit for any existing equipment that can be re-sold, otherwise the City will sell the remainder of the existing equipment through an online public auction site

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Newton, Iowa agrees to purchase new fitness equipment for the City fitness facility from Pure Fitness Innovations in the amount not to exceed \$38,992.02 and sell old or outdated equipment to the vendor and/or on an online public auction site.

**PASSED** this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

**APPROVED** this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Evelyn George, Mayor

ATTEST:

\_\_\_\_\_  
Katrina Davis, City Clerk

## City of Newton Council Report

**Item:**

Resolution accepting completion of the Demolition 2025-01 Project

**Summary:**

Final acceptance of the project to complete abatement & demolition work at 427 N 3<sup>rd</sup> Ave E, 306 E 8<sup>th</sup> St S, and 509 E 9<sup>th</sup> St N .

**Financial Impact:**

Council previously approved a contract for \$41,965.00 and a CO for \$14,050.00; and this action would accept the project and authorize payment of the retainage amount of \$1,680.45

**Report Number:** 2025-897**Date:**

August 4, 2025

**Lead Department:**

Community Development

**Recommendation:**

Approve

**Background:**

Curb appeal continues to be a focus of the City per the recommendations of the adopted comprehensive plan, Newton's Future. Abating dangerous buildings within the City is one way to improve the aesthetics of Newton neighborhoods.

The City acquired 427 N 3<sup>rd</sup> Ave E, 306 E 8<sup>th</sup> St S, and 509 E 9<sup>th</sup> St N with the intent to demolish the structures on these properties through the Dangerous and Dilapidated Program. The Community Development Department prepared plans and specifications for the Demolition 2025-01 Project, and City Council passed Resolution 2025-092 on March 17, 2025 awarding a contract to D.W. Zinzer of Walford, Iowa in the amount of \$41,965.00 and city council passed Resolution 2025-092 on April 8th, 2025 approving change order #1 in the amount of \$14,050.00.

The project has been substantially completed in general compliance with the terms, conditions and stipulations of said contract. The final contract amount, based on actual measured quantities of work, is \$56,015.00.

**Recommendation:**

Council accepts the completion of the Demolition 2025-01 Project, and authorizing the retainage amount of \$1,680.45 to be paid to the contractor no sooner than 30 days after approval of this resolution, should no claims be on file.

Matt Muckler, City Administrator

**RESOLUTION 2025- \_\_\_\_\_**

**RESOLUTION ACCEPTING COMPLETION  
OF THE DEMOLITION 2025-01 PROJECT**

**WHEREAS**, the City of Newton acquired 427 N 3<sup>rd</sup> Ave E, 306 E 8<sup>th</sup> St S, and 509 E 9<sup>th</sup> St N with the intent to demolish the structures on these properties through the Dangerous and Dilapidated Program; and

**WHEREAS**, the City of Newton Community Development Department prepared abatement and demolition plans and specifications for the Demolition 2025-01 Project, and sealed bids were received and opened for said project by the City on March 6, 2025; and

**WHEREAS**, the City Council passed Resolution 2025-092 on March 17, 2025 awarding a contract to D.W. Zinzer of Walford, Iowa in the amount of \$41,965.00 and city council passed Resolution 2025-092 on April 8th, 2025 approving change order #1 in the amount of \$14,050.00; and

**WHEREAS**, D.W. Zinzer has completed their work in general compliance with the terms, conditions and stipulations of said contract.

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of Newton, Iowa that the City of Newton hereby accepts completion of the project, and authorizes the Community Development Director to execute payment of the retainer in the amount of \$1,680.45 to D.W. Zinzer no sooner than 30 days after approval of this resolution, should no claims be on file, with said payment being made using Dangerous and Dilapidated Building Program funds.

**PASSED** this \_\_\_\_\_ day of August, 2025.

**APPROVED** this \_\_\_\_\_ day of August, 2025.

\_\_\_\_\_  
Evelyn George, Mayor

ATTEST:

\_\_\_\_\_  
Katrina Davis, City Clerk

## City of Newton Council Report

**Item:**

Resolution accepting completion of the Demolition 2025-02 Project

**Summary:**

Final acceptance of the project to complete abatement & demolition work at 335 S 5<sup>th</sup> Ave W.

**Financial Impact:**

Council previously approved a contract for \$19,500.00; and this action would accept the project and authorize payment of the retainage amount of \$585.00

**Report Number:** 2025-898

**Date:**

August 4, 2025

**Lead Department:**

Community Development

**Recommendation:**

Approve

**Background:**

Curb appeal continues to be a focus of the City per the recommendations of the adopted comprehensive plan, Newton's Future. Abating dangerous buildings within the City is one way to improve the aesthetics of Newton neighborhoods.

The City acquired 335 S 5<sup>th</sup> Ave W with the intent to demolish the structure on this property through the Dangerous and Dilapidated Program. The Community Development Department prepared plans and specifications for the Demolition 2025-02 Project, and City Council passed Resolution 2025-250 on June 16, 2025 awarding a contract to D.W. Zinzer of Walford, Iowa in the amount of \$19,500.00.

The project has been substantially completed in general compliance with the terms, conditions and stipulations of said contract. The final contract amount, based on actual measured quantities of work, is \$19,500.00.

**Recommendation:**

Council accepts the completion of the Demolition 2025-02 Project, and authorizing the retainage amount of \$585.00 to be paid to the contractor no sooner than 30 days after approval of this resolution should no claims be on file.

Matt Muckler, City Administrator

**RESOLUTION 2025- \_\_\_\_\_**

**RESOLUTION ACCEPTING COMPLETION  
OF THE DEMOLITION 2025-02 PROJECT**

**WHEREAS**, the City of Newton acquired 335 S 5<sup>th</sup> Ave W with the intent to demolish the structures on these properties through the Dangerous and Dilapidated Program; and

**WHEREAS**, the City of Newton Community Development Department prepared abatement and demolition plans and specifications for the Demolition 2025-02 Project, and sealed bids were received and opened for said project by the City on June 6, 2025; and

**WHEREAS**, the City Council passed Resolution 2025-250 on June 16, 2025 awarding a contract to D.W. Zinzer of Walford, Iowa in the amount of \$19,500.00; and

**WHEREAS**, D.W. Zinzer has completed their work in general compliance with the terms, conditions and stipulations of said contract.

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of Newton, Iowa that the City of Newton hereby accepts completion of the project, and authorizes the Community Development Director to execute payment of the retainer in the amount of \$585.00 to D.W. Zinzer no sooner than 30 days after approval of this resolution, should no claims be on file, with said payment being made using Dangerous and Dilapidated Building Program funds.

**PASSED** this \_\_\_\_\_ day of August, 2025.

**APPROVED** this \_\_\_\_\_ day of August, 2025.

\_\_\_\_\_  
Evelyn George, Mayor

ATTEST:

\_\_\_\_\_  
Katrina Davis, City Clerk

## City of Newton Council Report

**Item:**

Resolution approving change order #2 for Aurora Tennis Court Project

**Summary:**

Approving change order #2 to Minturn Inc. for the Aurora Tennis Court Project

**Financial Impact:**

Council previously approved a contract for \$667,683.00 on June 3, 2025; this action would approve a change order for an additional \$106,395.00 to be paid from a mix of 2024 & 2025 Bond Proceeds.

**Report Number:** 2025-975**Date:**

August 4, 2025

**Lead Department:**

Community Development

**Recommendation:**

Approve

**Background:**

On June 2, 2025, Minturn Inc. was awarded the Aurora Tennis Court Project. On June 2, 2025, Minturn Inc. was awarded the Aurora Tennis Court Project.

During work, and with the securement of land from the neighbors, the court design was widened, which required an adjustment in HMA tons and modified subbase. Additionally, as part of the purchase agreement with the neighbors, a commitment to have a windscreen installed on the fencing along the west side requires the poles to be set in concrete verses air driven, like the plans showed. Finally, a four-foot fence along both sides of the viewing lane inside the court will also be added to separate players from fans.

Minturn has submitted a change order that has been reviewed by community development staff. After reviewing the proposed changes, Minturn Inc. has proposed a net increase to the project of \$106,395.00 . The additional costs will be paid from a mix of 2024 & 2025 Bond Proceeds.

Sufficient funds exist for the additional cost of the Change Order, only impacting the amount remaining to purchase additional amenities like bleachers for the facility. It is important that the courts are constructed in the best way possible, before considering the purchase of ancillary items.

An ideal scenario would have been to have the additional property from the neighbors secured and these design components incorporated into the plans before work started. However, at the time the project was bid, it did not appear that progress in the negotiations with the neighbors was possible. Luckily, at the 11th hour, a successful negotiation occurred to result in the best design for the courts possible, but that has necessitated these changes. The new design will allow for Newton to host tournaments, which connects to the comprehensive plan's strategic objective of establishing Newton as a "compelling destination."

**Recommendation:**

Approving change order #2 from Minturn, Inc. in the amount of \$106,395.00

Matt Muckler, City Administrator

**RESOLUTION 2025- \_\_\_\_\_**

**RESOLUTION APPROVING CHANGE ORDER #2 FOR AURORA  
TENNIS COURT PROJECT**

**WHEREAS**, on June 2, 2025, Minturn Inc. was awarded the Aurora Tennis Court Project. Durning work it was discovered no bid line item for removal of concrete for the new concrete ribbons, and was not stated to be a part of any other bid line item; and

**WHEREAS**, Minturn has submitted a change order that has been reviewed by community development staff. After reviewing the proposed changes, Minturn Inc. has proposed a net increase to the project of \$106,395.00 The additional costs will be paid from a mix of 2024 & 2025 Bond Proceeds; and

**WHEREAS**, the additional costs will be paid from a mix of 2024 and 2025 bond proceeds; and

**NOW, THEREFORE, BE IT RESOLVED**, that change order #2 to Minturn Inc. in the amount of one hundred and six thousand, three hundred and ninety five dollars and zero cents (\$106,395.00), for the Aurora Tennis Court project, is hereby approved and will be funded from 2024 and 2025 bond proceeds;

**BE IT FURTHER RESOLVED**, by the City Council of the City of Newton, Iowa, that change order #2 executed by Minturn Inc of Brooklyn, IA for the Aurora Tennis Court Project, be signed by the mayor on behalf of the city.

**PASSED** this \_\_\_\_\_ day of August, 2025.

**APPROVED** this \_\_\_\_\_ day of August, 2025.

\_\_\_\_\_  
Evelyn George, Mayor

ATTEST:

\_\_\_\_\_  
Katrina Davis, City Clerk

|                                                                                                                                     |                |                                                                                    |                          |                     |  |
|-------------------------------------------------------------------------------------------------------------------------------------|----------------|------------------------------------------------------------------------------------|--------------------------|---------------------|--|
| City of Newton<br>303 W 4th St N, Suite 501 Newton<br>Iowa, 50208                                                                   |                |  |                          | Change Order No.2   |  |
| Owner:                                                                                                                              | City of Newton | Project Title:                                                                     | Aurora Park Tennis Court |                     |  |
| Contractor:                                                                                                                         | Minturn        |                                                                                    |                          |                     |  |
| Contract Date:                                                                                                                      | 6/2/2025       | Date Prepared:                                                                     | 7/29/2025                |                     |  |
| Prepared By:                                                                                                                        | BLS            | Reviewed By:                                                                       | EC                       |                     |  |
|                                                                                                                                     |                |                                                                                    |                          |                     |  |
| In accordance with the General Regulations for the referenced Contract, you are directed to make the following changes in the work: |                |                                                                                    |                          |                     |  |
| Nature of Change                                                                                                                    | Units          | Unit Price                                                                         | Price Change             | Time Change         |  |
| Modified subbase to bring NE courts to current PCC level to reduce HMA quantities. Paid on received tickets. Per ton                | 549            | \$ 53.30                                                                           | \$ 29,261.70             | 7 days              |  |
| Concrete set post on the west line running north and south to support windscreen on 10' post. Per LS                                | 1              | \$ 4,645.00                                                                        | \$ 4,645.00              | No additional time. |  |
| Line post and end post for backboard in south east corner of courts. Per LS                                                         | 1              | \$ 3,785.00                                                                        | \$ 3,785.00              | No additional time. |  |
| Ashphalt Overrun due to court desing change. Per Ton                                                                                | 402.29         | \$ 120.00                                                                          | \$ 48,274.80             | No additional time. |  |
| 4' Black vinyl Chain Link Fence to seperate spectator lane and courts. Per LS                                                       | 1              | \$ 17,805.00                                                                       | \$ 17,805.00             | No additional time. |  |
| Prime Contractor Mark up per SUDAS 1090.1.04 10% up to \$50,000 LS                                                                  | 1              | \$ 2,623.50                                                                        | \$ 2,623.50              | No additional time. |  |
| Total Change in Cost                                                                                                                |                | Total Change in Cost                                                               | \$ 106,395.00            |                     |  |
| Contract Price Prior to this Change Order                                                                                           |                |                                                                                    | \$688,258.50             |                     |  |
| Net Increase Resulting from this Change Order                                                                                       |                |                                                                                    | \$106,395.00             |                     |  |
| Current Contract Price Including this Change Order                                                                                  |                |                                                                                    | \$794,653.50             |                     |  |
| Contract Time Prior to this Change Order (completion date)                                                                          |                |                                                                                    | September 23,2025        |                     |  |
| Net Increase Resulting from this Change Order (completion date)                                                                     |                |                                                                                    | 7                        |                     |  |
| Current Contract Time Including this Change Order (new completion date)                                                             |                |                                                                                    | September 30,2025        |                     |  |

The above changes are approved:

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

The above changes are approved:

Date: **7/29/25**

City of Newton, IA

By: \_\_\_\_\_

Contractor

Minturn

By: \_\_\_\_\_

*Mike Van Isten*

# City of Newton Disbursements 8-5-2025

| Vendor                                | Department              | Description | Amount       |
|---------------------------------------|-------------------------|-------------|--------------|
| 2 Girls with Tools                    | Fire                    | Supplies    | \$ 52.50     |
| Acco Unlimited Corp                   | Maytag Pool             | Supplies    | \$ 13,704.30 |
| Acushnet Company                      | Golf                    | Merchandise | \$ 3,093.66  |
| Airgas USA LLC                        | Fire                    | Supplies    | \$ 225.19    |
| Alliant Energy/IPL                    | All                     | Utility     | \$ 11,520.45 |
| Amazon Capital Services               | All                     | Supplies    | \$ 5,229.55  |
| American Heart Association Inc        | Fire                    | Service     | \$ 42.65     |
| American Legal Publishing Corporation | Administration          | Service     | \$ 152.10    |
| Armor Equipment                       | Water Pollution Control | Service     | \$ 94.56     |
| AutoZone Parts Inc                    | Water Pollution Control | Supplies    | \$ 29.89     |
| Axon Enterprise Inc                   | Police                  | Supplies    | \$ 7,364.59  |
| Baker & Taylor                        | Library                 | Supplies    | \$ 3,860.40  |
| Baker & Taylor Entertainment          | Library                 | Supplies    | \$ 17.49     |
| Bayco Golf                            | Golf                    | Supplies    | \$ 520.00    |
| Bing Bang                             | Community Marketing     | Services    | \$ 6,158.34  |
| Bolton & Menk Inc                     | All                     | Service     | \$ 25,740.00 |
| Bond, Kayla                           | Parks                   | Service     | \$ 300.00    |
| Bound Tree Medical LLC                | Fire                    | Supplies    | \$ 2,944.45  |
| Browning Lawn Services LLC            | Police                  | Service     | \$ 100.00    |
| Caldwell Brierly & Chalupa PLLC       | D & D                   | Services    | \$ 270.00    |
| Capital City Equipment                | Traffic Control         | Supplies    | \$ 165.00    |
| Capital One                           | All                     | Supplies    | \$ 495.64    |
| Cardinal Trophies                     | Golf                    | Supplies    | \$ 120.00    |
| Carolina Software                     | Landfill                | Supplies    | \$ 1,168.89  |
| Center Point Large Print              | Library                 | Supplies    | \$ 201.32    |
| Chemsearch                            | Parks                   | Supplies    | \$ 967.86    |
| Christine Pletcher Dezin              | Golf                    | Supplies    | \$ 1,253.12  |
| Contractor Solutions                  | Water Distribution      | Supplies    | \$ 10,141.00 |
| Conway Shield                         | Fire                    | Supplies    | \$ 220.95    |
| Core & Main                           | Water Treatment Plant   | Supplies    | \$ 839.02    |
| D & K Products                        | Golf                    | Supplies    | \$ 1,683.00  |
| Dannen, Ryan                          | D & D                   | Services    | \$ 1,172.50  |
| Darrell's Electric                    | City Center             | Service     | \$ 130.00    |
| Dell Marketing L.P.                   | P & Z \ Finance         | Supplies    | \$ 1,505.30  |
| Diamond Vogel Inc                     | Water Pollution Control | Supplies    | \$ 77.66     |
| DLT Solutions                         | Engineering             | Service     | \$ 8,528.44  |
| DMACC - Ankeny Campus                 | All                     | Utilities   | \$ 3,159.58  |
| Dodd Trash Hauling & Recycling        | Cemetery\Garbage        | Service     | \$ 86,261.00 |
| DW Zinser Company                     | D & D                   | Services    | \$ 1,200.00  |
| EMS MC Inc                            | Fire                    | Service     | \$ 6,898.41  |
| Fareway                               | All                     | Supplies    | \$ 149.59    |
| Fastenal                              | Parks                   | Supplies    | \$ 19.95     |
| FBG Service Corporation               | Library                 | Supplies    | \$ 1,677.58  |
| Forbes Office Solutions               | All                     | Supplies    | \$ 180.99    |
| foreUp Golf Software                  | Golf                    | Supplies    | \$ 1,620.00  |
| Frontline Therapy LLC                 | Fire                    | Service     | \$ 160.00    |
| Galls LLC                             | Fire                    | Supplies    | \$ 162.94    |

|                                        |                         |               |              |
|----------------------------------------|-------------------------|---------------|--------------|
| Garcia, Jose                           | Police                  | Reimbursement | \$ 100.00    |
| GFS Automotive                         | Fire                    | Service       | \$ 277.41    |
| Good Housekeeping                      | Library                 | Supplies      | \$ 26.72     |
| Gourley Rehkemper Lindholm PLC         | Fire                    | Reimbursement | \$ 901.26    |
| Grainger Inc                           | Engineering             | Supplies      | \$ 111.82    |
| Gralnek-Dunitz                         | Water Pollution Control | Supplies      | \$ 60.00     |
| Gregg Young Auto Center                | Police                  | Service       | \$ 376.23    |
| Hach Co                                | Water Treatment Plant   | Supplies      | \$ 558.83    |
| Hartgers, Cory                         | Parks                   | Training      | \$ 20.00     |
| Hawkins Water Treatment                | Water Treatment Plant   | Supplies      | \$ 6,109.25  |
| HD Supply                              | Landfill                | Supplies      | \$ 104.31    |
| Hornung's                              | Golf                    | Supplies      | \$ 2,128.35  |
| HR Green Inc                           | 1st Ave E TIF           | Service       | \$ 42,073.00 |
| Hy-Vee Inc                             | Parks \ Maytag Pool     | Supplies      | \$ 71.86     |
| I & S Group Inc                        | Golf                    | Service       | \$ 1,070.00  |
| Image Trend Inc                        | Fire                    | Service       | \$ 600.00    |
| Iowa Communities Assurance Pool        | Golf                    | Service       | \$ 7,074.00  |
| Iowa Department of Natural Resources   | Water Treatment Plant   | Supplies      | \$ 1,795.80  |
| Iowa Golf Association                  | Golf                    | Merchandise   | \$ 125.00    |
| Iowa One Call                          | Engineering \ WPC       | Service       | \$ 249.60    |
| Iowa Outdoors                          | Library                 | Supplies      | \$ 22.00     |
| Iowa Prison Industries                 | Police                  | Supplies      | \$ 642.22    |
| Iowa Pump Works                        | Landfill                | Supplies      | \$ 6,669.44  |
| Isolved Benefit Services               | Finance                 | Service       | \$ 133.13    |
| ITL Patch                              | Police                  | Supplies      | \$ 131.92    |
| Jacobs Electric Motor LLC              | Fire                    | Service       | \$ 202.00    |
| Jasper Construction Services           | Street \ Golf           | Supplies      | \$ 224.81    |
| Jasper County Sheriff                  | Fire                    | Supplies      | \$ 2,550.00  |
| Jensen Builders LTD                    | Street                  | Service       | \$ 13,722.57 |
| Johnson Aviation                       | Airport                 | Service       | \$ 3,799.44  |
| Kellogg Lawn & Snow                    | Water Treatment Plant   | Supplies      | \$ 1,091.07  |
| Key Cooperative                        | Water Pollution Control | Supplies      | \$ 53.29     |
| Kinetic Edge Physical Therapy          | Street                  | Service       | \$ 84.00     |
| Kirkham Michael                        | Airport                 | Service       | \$ 9,166.48  |
| Knox Company                           | Fire                    | Supplies      | \$ 210.00    |
| Kyer, Cole & Antonio, Brandon          | Utility Billing         | Refund        | \$ 72.29     |
| Lavelly, Dillon                        | Police                  | Reimbursement | \$ 39.21     |
| Lyman, Rick                            | D & D                   | Services      | \$ 2,940.00  |
| Magnum Automotive                      | Police \ Fire           | Service       | \$ 1,163.05  |
| Mahaska Bottling Co                    | Golf                    | Concessions   | \$ 3,552.28  |
| Mahaska Communication Group LLC        | Golf \ Administration   | Utilities     | \$ 538.53    |
| Manatts - D.M.                         | Street \ Storm Water    | Supplies      | \$ 5,774.88  |
| Martin Marietta Materials              | Water Distribution      | Supplies      | \$ 2,246.35  |
| Maxim Advertising                      | Administration          | Service       | \$ 30.00     |
| McCall Monument                        | Cemetery \ Parks        | Service       | \$ 1,690.00  |
| McFarland Clinic                       | Police                  | Service       | \$ 590.00    |
| Menards - Marshalltown                 | Parks                   | Supplies      | \$ 75.95     |
| MercyOne DSM Medical Ctr-Financial Ops | Fire                    | Supplies      | \$ 684.72    |
| Metering and Technology Solutions      | Water Distribution      | Supplies      | \$ 8,433.06  |
| Microbac Laboratories Inc              | Maytag Pool\Water Dist. | Service       | \$ 330.75    |
| Midwest Alarm                          | Golf                    | Service       | \$ 800.00    |
| Midwest Turf Support LLC               | Golf                    | Service       | \$ 2,020.00  |

|                                  |                           |               |               |
|----------------------------------|---------------------------|---------------|---------------|
| Mississippi Lime Company         | Water Treatment Plant     | Supplies      | \$ 52,196.16  |
| MTI Distributing Inc             | Golf \ Parks              | Supplies      | \$ 2,783.01   |
| Municipal Supply Inc             | Water Distribution        | Supplies      | \$ 76,206.50  |
| NAPA Auto Parts                  | All                       | Supplies      | \$ 1,689.79   |
| NTOA                             | Police                    | Service       | \$ 319.00     |
| News Printing Company            | P & Z \ Police            | Publication   | \$ 55.12      |
| Newton Classic Car Wash          | Police                    | Service       | \$ 642.74     |
| Newton Rotary                    | Economic Development      | Service       | \$ 810.00     |
| Niemann Ace Hardware 650         | All                       | Supplies      | \$ 1,341.76   |
| O'Reilly Auto Parts              | Police                    | Supplies      | \$ 28.78      |
| OverDrive Inc                    | Library                   | Service       | \$ 4,082.40   |
| Peckham, Georgia                 | Utility Billing           | Refund        | \$ 9.22       |
| Phelps Uniform Specialists       | All                       | Supplies      | \$ 145.97     |
| Premier Office Equipment         | Finance                   | Service       | \$ 92.63      |
| Pye-Barker Fire & Safety LLC     | Water Pollution Control   | Supplies      | \$ 4,600.00   |
| Quill Corporation                | All                       | Supplies      | \$ 88.67      |
| R&R Products Inc                 | Parks                     | Supplies      | \$ 219.60     |
| Ratcliff, Glenn                  | Water Distribution        | Reimbursement | \$ 95.00      |
| Ray, Randy                       | Police                    | Service       | \$ 1,700.00   |
| Reeves Heating & Cooling         | Airport \ Library         | Service       | \$ 1,125.25   |
| Regal Clean LLC                  | City Center               | Service       | \$ 3,194.69   |
| Reserve Account-Pitney Bowes     | Finance                   | Service       | \$ 4,000.00   |
| Riggs Printing Inc               | Engineering \ P & Z       | Supplies      | \$ 174.00     |
| Ryan's Tire & Auto               | Parks \ Golf              | Supplies      | \$ 1,455.00   |
| Siembieda, Aaron                 | Utility Billing           | Refund        | \$ 32.52      |
| Sign Pro                         | Police \Golf              | Supplies      | \$ 815.00     |
| Smith Quality Rental             | Parks \ Golf              | Supplies      | \$ 154.61     |
| Spahn & Rose Lumber Co           | All                       | Supplies      | \$ 358.48     |
| Star Equipment                   | Water Distribution        | Supplies      | \$ 3,763.30   |
| State Hygienic Laboratories      | Water Treatment Plant     | Supplies      | \$ 21.00      |
| T Mobile                         | All                       | Utilities     | \$ 1,688.67   |
| Tatman, Anthony                  | Fire                      | Service       | \$ 375.00     |
| The Police and Sheriffs Press    | Police                    | Supplies      | \$ 20.00      |
| Theisen's                        | All                       | Supplies      | \$ 1,859.18   |
| Town & Country Sanitary Services | Water Treatment Plant     | Service       | \$ 380.00     |
| Town & Country Wholesale Co      | Golf                      | Concessions   | \$ 3,504.40   |
| Two Rivers Cooperative           | Golf                      | Supplies      | \$ 1,157.64   |
| USABlueBook                      | Water Pollution Control   | Supplies      | \$ 34.53      |
| Van Maanen Electric Inc          | Airport \ Street Lighting | Supplies      | \$ 1,687.22   |
| Ventling, Elizabeth              | Parks                     | Reimbursement | \$ 10.57      |
| Wex Bank                         | All                       | Supplies      | \$ 1,080.68   |
| Wheatcraft, Carrol               | Water Distribution        | Service       | \$ 1,300.00   |
| Windstream Communications LLC    | Utility Billing           | Services      | \$ 148.75     |
| Wing, Chris                      | Police                    | Reimbursement | \$ 90.92      |
| Woodruff Construction LLC        | Sewer Revenue Bonds       | Service       | \$ 185,769.46 |
| Xerox Corporation                | Water Treatment Plant     | Service       | \$ 46.29      |
| YMCA                             | Maytag Pool               | Service       | \$ 1,680.00   |
| Zach, Kelly                      | Utility Billing           | Refund        | \$ 86.87      |
| Ziegler Inc                      | Water Treatment Plant     | Service       | \$ 5,488.24   |
| Zimco Supply Company             | Golf                      | Supplies      | \$ 2,019.00   |

**Grand Totals:**

**\$ 715,724.36**

**Pre-Authorized Payments**

|                                  |                     |                       |                        |
|----------------------------------|---------------------|-----------------------|------------------------|
| Lori Ancona                      | Parks               | RESO 2024-422         | \$ 950.00              |
| Andrew's Roofing Company         | LMI Set-Aside Fund  | RESO 2025-230         | \$ 6,000.00            |
| Axon Entreprises Inc.            | Police              | RESO 2025-289         | \$ 46,999.97           |
| Danny Beeler                     | Parks               | RESO 2024-422         | \$ 400.00              |
| Beverage Distributors            | Golf                | Golf concessions      | \$ 1,886.97            |
| Black Hills Energy               | All                 | Utilities             | \$ 640.38              |
| Bolton & Hay                     | Golf                | RESO 2025-091         | \$ 95,395.91           |
| Christine Pletcher Dezn          | Golf                | RESO 2024-342         | \$ 1,309.37            |
| Confluence Brewing Company       | Golf                | Golf concessions      | \$ 63.70               |
| DirecTv                          | Golf                | Utilities             | \$ 175.99              |
| Dish                             | Airport             | Utilities             | \$ 159.10              |
| Doll Distributing                | Golf                | Golf concessions      | \$ 2,694.45            |
| DW Zinser Company                | 1st Ave E TIF \ D&D | RESO 2025-250\092\115 | \$ 73,249.55           |
| Ex Nihilo LLC                    | North Central TIF   | RESO 2024-361         | \$ 750,000.00          |
| Emma Ferry                       | Parks               | RESO 2024-422         | \$ 400.00              |
| Fox Valley Commerical Roofing    | Street              | RESO 2025-270         | \$ 1,083.90            |
| Johnson Brothers of Iowa         | Golf                | Golf concessions      | \$ 734.40              |
| JR Stelzer Co                    | Water Distribution  | RESO 2025-276         | \$ 1,900.00            |
| Keg 1 Iowa                       | Golf                | Golf concessions      | \$ 541.20              |
| Kirkham Michael                  | Airport             | RESO 2024-052         | \$ 22,322.76           |
| MacQueen Equipment LLC           | Fire                | RESO 2025-275         | \$ 33,050.42           |
| Shomo-Madsen-Woythaler Insurance | Tort Liability      | RESO 2025-301         | \$ 16,017.00           |
| <b>Total:</b>                    |                     |                       | <b>\$ 1,055,975.07</b> |

**ACH Payments**

|                        |                 |           |                        |
|------------------------|-----------------|-----------|------------------------|
| Advantage Credit Union | All             | Insurance | \$ 14,175.00           |
| Bank Iowa              | All             | Insurance | \$ 3,645.00            |
| Kabel                  | All             | Insurance | \$ 50.00               |
| GEMT                   | Fire            | Fees      |                        |
| Self Funded Insurance  | All             | Insurance | \$ 53,776.69           |
| Payroll 6-20-25        | All             | Payroll   | \$ 532,183.40          |
| Payroll 7-3-25         | All             | Payroll   | \$ 555,873.71          |
| Mutual of Omaha        | All             | Insurance | \$ 4,816.56            |
| Great Southern Bank    | Golf            | Fees      | \$ 2,481.83            |
| State of Iowa          | General         | Sales Tax | \$ 6,808.17            |
| Lambs Grove            | Utility Billing | Fees      | \$ 2,623.18            |
| Wet Tax                | Utility Billing | Tax       | \$ 9,763.11            |
| Returned ACH Fees      | Utility Billing | Charges   | \$ 772.49              |
| GILA - Fees            | Utility Billing | Fees      | \$ 347.70              |
| Returned Check Fees    | Utility Billing | Fees      | \$ 138.00              |
| <b>Total:</b>          |                 |           | <b>\$ 1,187,454.84</b> |

## City of Newton Council Report

**Item:**

Public Hearing on Resolution awarding contract for the 2025 Westwood Patio Project

**Summary:**

Award of contract to complete exterior Patio and Cart path improvements.

**Financial Impact:**

\$49,895.56 to be paid from 2025 bond proceeds

**Report Number:** 2025-896**Date:**

August 4, 2025

**Lead Department:**

Community Development

**Recommendation:**

Approve

**Background:**

On September 13, 2022, Newton residents approved a park bond referendum, which included the construction of a new clubhouse at the Westwood Golf Course. This led to plans being prepared and bids received on August 17, 2023, for said clubhouse project. Due to high bid prices received, said bids were then rejected by the City Council per Resolution 2023-245 on September 5, 2023. City staff reacted immediately by working on an alternate plan to construct a more affordable clubhouse, which satisfies the language of the bond referendum while still meeting the needs of the golf course.

Previous projects have been completed, including asbestos abatement, demolition, site grading, utilities, footing, shell and interior improvements. This project will complete exterior patio and cart improvements.

City Staff has prepared plans and specifications for the proposed project; the following quotes were received and opened on July 24, 2025

|                                       |             |
|---------------------------------------|-------------|
| Jerry Keenan Concrete. - Newton, Iowa | \$49,895.56 |
| Midstate Solutions - Baxter, Iowa     | \$51,899.00 |
| A&A Concrete LLC -Marshalltown, Iowa  | \$56,221.00 |
| Central IA Excavation - Kellogg, Iowa | \$60,044.50 |
| Caliber Concrete LLC - Adair, Iowa    | \$73,466.90 |
| TK Concrete Inc-Pella, IA             | \$75,225.00 |

The apparent low quote of \$49,895.56 is from Jerry Keenan Concrete. The cost estimate for this project was \$69,621.81. The project's cost will be paid using 2025 bond proceeds.

**Recommendation:**

That Council award the project to Jerry Keenan Concrete. of Newton, Iowa, in the amount of \$49,895.56.

Matt Muckler, City Administrator

**RESOLUTION 2025- \_\_\_\_\_**

**RESOLUTION AWARDING CONTRACT FOR THE  
2025 WESTWOOD PATIO PROJECT**

**WHEREAS**, On September 13, 2022, Newton residents approved a park bond referendum, which included the construction of a new clubhouse at the Westwood Golf Course; and

**WHEREAS**, previous projects have been completed, including asbestos abatement, demolition, site grading, utilities, footing, shell and interior improvements. This project will complete exterior improvements, including a patio seating area along with cart path connections; and

**WHEREAS**, City Staff has prepared plans and specifications for the proposed project; the following quotes were received and opened on July 24, 2025:

|                                       |             |
|---------------------------------------|-------------|
| Jerry Keenan Concrete - Newton, Iowa  | \$49,895.56 |
| Midstate Solutions - Baxter, Iowa     | \$51,899.00 |
| A&A Concrete Inc - Marshalltown, Iowa | \$56,221.00 |
| Central IA Excavation - Kellogg, Iowa | \$60,044.50 |
| Caliber Concrete LLC - Adair, Iowa    | \$73,466.90 |
| TK Concrete Inc-Pella, IA             | \$75,225.00 |

**WHEREAS**, the engineer's cost estimate for this project was \$69,621.81; and

**WHEREAS**, City Staff recommends that Council award a contract Jerry Keenan Concrete, in the amount of \$49,895.56.

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of Newton, Iowa, that the bid of Jerry Keenan Concrete of Newton, IA, in the amount of forty-nine thousand eight hundred and eighty five dollars and fifty-six cents (\$49,895.56) for the Westwood Golf Course patio Project, all as described in the plans and specifications, is hereby accepted, the same being the lowest, responsive bid received for said project.

**BE IT FURTHER RESOLVED**, by the City Council of the City of Newton, Iowa, that the Contract and Bond executed by Jerry Keenan Concrete of Newton, IA for the Westwood Golf Course Project as described by the plans and specifications filed in the office of the City Clerk, said contract to be signed by the Mayor and City Clerk on behalf of the City, be and the same are hereby approved. The City shall utilize 2025 bond proceeds to pay for the 2025 patio project.

**PASSED** this \_\_\_\_\_ day of August, 2025.

**APPROVED** this \_\_\_\_\_ day of August, 2025.

\_\_\_\_\_  
Evelyn George, Mayor

ATTEST:

\_\_\_\_\_  
Katrina Davis, City Clerk

## City of Newton Council Report

**Item:**

Third Consideration of an Ordinance amending the Code of Ordinances, City of Newton, Iowa, Title XV: Land Usage, Chapter 152: Swimming Pools

**Summary:**

Deleting the current swimming pool ordinance and adopting by reference the International Swimming Pool and Spa Code, 2015 edition.

**Financial Impact:**

None.

**Report Number:** 2025-888

**Date:**

August 4, 2025

**Lead Department:**

Community Development

**Recommendation:**

Approve

**Background:**

A local property owner is currently in the process of having an in-ground pool installed at their property. The owner plans to install a cover that is rated to prevent drowning accidents along with a fence on three sides. A large hedge is located on the fourth side.

The owner asked for a review of the City's swimming pool code, noting, in particular, the local enclosure requirement is more restrictive than codes in other area communities, as the rated cover would not exempt the owner from Newton's full fence requirement.

The request was presented to the Building Trades Board for review. At their meeting on June 19, 2025, the Building Trades Board reviewed and recommended approval to strike the current swimming pool code and adopt by reference the International Swimming Pool and Spa Code. The International Swimming Pool and Spa Code requires full enclosure of a swimming pool, but with two exceptions as follows:

1. Spas and hot tubs with a lockable safety cover that complies with ASTM F 1346
2. Swimming pools with a powered safety cover that complies with ASTM F 1346

Newton Building Inspector, Mike Flahive, is comfortable with the recommendation of the Building Trades Board on the matter. The attached ordinance amends the City's Code to adopt the International Swimming Pool and Spa Code, 2015 edition.

Notice of the public hearing was published in the Newton Daily News in accordance with Iowa Code 362.3.

**Recommendation:**

Staff recommends approval.

Matt Muckler, City Administrator

**ORDINANCE AMENDING THE CODE OF ORDINANCES, CITY OF NEWTON,  
IOWA, TITLE XV: LAND USAGE, CHAPTER 152: SWIMMING POOLS**

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF NEWTON DOES ORDAIN AS FOLLOWS:

**Section 1.** The Code of Ordinances, City of Newton, Iowa, Title XV: LAND USAGE, Chapter 152: SWIMMING POOLS, is hereby amended by adding or deleting the following:

**§ 152.01 DEFINITIONS. TITLE.**

(A) Pursuant to the authority of Iowa Code 380.10, the International Swimming Pool and Spa Code (ISPSC), 2015 Edition, is hereby adopted by reference for the purpose of providing minimum provisions to safeguard life or limb, health, property and public welfare by establishing minimum requirements for the design, construction, alteration, repair, and maintenance of swimming pools, spas, hot tubs, and aquatic facilities.

~~**ABOVE GROUND SWIMMING POOL.** A swimming pool installed on the surface of the ground and without excavation.~~

~~**POOL DEPTH.** The distance between the floor of the swimming pool and the maximum operating water level.~~

~~**SWIMMING POOL.** Any constructed or prefabricated receptacle used for swimming or bathing which has a minimum depth of 18 inches or more and is located in a residential zoning district.~~

~~(2011 Code, § 22.0101)~~

**§ 152.02 PERMIT REQUIRED.**

No person shall construct a swimming pool or any alteration, addition, remodeling or other improvement to such pool without a permit therefor, nor maintain such pool contrary to the provisions of this chapter. Such person shall make application to the Building Community Development Department for a permit to construct, remodel, reconstruct such pool. The plans and specifications of the manufacturer or builder of the proposed pool and the plot plan showing setbacks, side yards and clearance from existing structures adjacent to the pool area shall be submitted with each application. If such plans meet the requirements of this chapter and the city's building, plumbing and electrical regulations, and a permit fee is paid by the applicant according to the schedule adopted by the resolution of the Newton City Council, as set out in the ~~Uniform Building Code~~, as adopted, the Building Community Development Department shall issue a building permit.

~~(2011 Code, § 22.0102) Penalty, see § [10.99](#)~~

~~**§ 152.03 LINING MATERIALS.**~~

~~The material used for lining swimming pools shall be one which is light in color, impervious and will provide a tight tank with smooth and easily cleaned surfaces. Sand or dirt bottoms are prohibited.~~

~~(2011 Code, § 22.0103) Penalty, see § [10.99](#)~~

**§ 152.04 PLUMBING CODE.**

~~All cross-connections between the city water supply or the sewer system and the plumbing of a swimming pool shall be constructed in accordance with the city's Plumbing Code.~~

~~(2011 Code, § 22.0104) Penalty, see § [10.99](#)~~

**§ 152.05 ENCLOSURE REQUIRED.**

~~Every outdoor swimming pool, except all aboveground swimming pools with sides extending not less than four feet in height above the surface of the ground, shall be completely surrounded by a fence or wall not less than four feet in height and at least four feet from each side of the pool. Such fence or wall, and the sides of any aboveground pool exempted herein, shall be approved by the Building Department to be non-climbable and constructed sufficiently strong and of such structural design as to make the pool inaccessible to small children. There shall not be a distance greater than ten feet between fence posts.~~

~~(2011 Code, § 22.0105) Penalty, see § [10.99](#)~~

**§ 152.06 GATES, DOORS AND LADDERS.**

~~(A) All enclosure gates or doors immediately opening to the swimming pool shall be equipped with a self-closing and self-latching device with locking provisions for keeping the gate or door securely closed at all times when not in actual use.~~

~~—(B) All ladders or step apparatus used for access to any aboveground pool exempted from § 152.05 of this chapter shall be removed when the pool is not in actual use. (2011 Code, § 22.0106) Penalty, see § 10.99~~

**~~§ 152.07 EXISTING POOLS; COMPLIANCE.~~**

~~—The requirements for enclosure and a gate or door shall be applicable to swimming pools heretofore constructed unless waived in writing by the Building Department upon application by the pool owner. The owners of such pools shall have 60 days from and after 8-7-1972 to comply with such requirements. (2011 Code, § 22.0107)~~

**Section 2. Repealer Clause.** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

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

**Section 4. Effective.** This ordinance shall be effective on \_\_\_\_\_2025, after the final passage, approval and publication as provided by law.

**PASSED** this \_\_\_\_ day of \_\_\_\_\_, 2025.

**APPROVED** this \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Evelyn George, Mayor

ATTEST:

\_\_\_\_\_  
Katrina Davis, City Clerk

I, Katrina Davis, City Clerk of the City of Newton, Iowa, do hereby certify that the foregoing Ordinance was passed and approved by the City Council of the City of Newton, Iowa on the \_\_\_\_ day of \_\_\_\_\_, 2025 and was published in the Newton Daily News, a newspaper of general circulation in the said City of Newton on the \_\_\_\_ day of \_\_\_\_\_, 2025.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Katrina Davis, City Clerk

## City of Newton Council Report

**Item:**

Second Consideration of an Ordinance Amending The Code of Ordinances, City Of Newton, Iowa, 2025, Title XI, Chapter 111 Peddlers, Solicitors, Transient Merchants, And Mobile Food Units, Section 111.07 Mobile Food Unit Standards

**Summary:**

The first reading of an ordinance change allowing mobile food unit parking along N 3<sup>rd</sup> Ave W in front of Harmony Park.

**Financial Impact:**

None

**Report Number:** 2025-806**Date:**

August 4, 2025

**Lead Department:**

Fire

**Recommendation:**

Approve

**Background:**

Newton City Council desires to allow parking of mobile food units along the south side of N 3<sup>rd</sup> Ave W adjacent to the new splash pad in Harmony Park. Existing ordinance does not allow parking on public property or in the public right of way except for designated locations in City Parks and the Downtown Square area per Section 158.022(E) in the current City of Newton Code of Ordinances. City Council approved a Resolution in June amending the Mobile Food Vendor Administrative Manual. This ordinance change will codify the changes allowing the parking of mobile food units in the requested location.

**Recommendation:**

Approve.

Matt Muckler, City Administrator

**ORDINANCE NO. \_\_\_\_\_**

**ORDINANCE AMENDING THE CODE OF ORDINANCES, CITY OF NEWTON,  
IOWA, 2025, TITLE XI, CHAPTER 111 PEDDLERS, SOLICITORS,  
TRANSIENT MERCHANTS, AND MOBILE FOOD UNITS, SECTION 111.07  
MOBILE FOOD UNIT STANDARDS BY ADDING OR ~~DELETING~~**

**WHEREAS**, In January 2022, Newton City Council passed Ordinance Number 2407 establishing a Mobile Food Vendor program regarding the operation of mobile food units within the City of Newton; and

**WHEREAS**, Newton City Council further defined the program by passing Ordinance 2409 in March 2022 thus allowing mobile food units to operate on public property in City Parks and in the Downtown Square area as established by Section 158.022(E) of the Newton City Code of Ordinance; and

**WHEREAS**, Newton City Council desires to expand the area where mobile food units may park on public property to include the parking stalls along the south side of North Third Avenue West in the 200 block adjacent to Harmony Park; and

**WHEREAS**, proposed changes to the ordinance are as follows;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NEWTON, IOWA:**

**Section 1.** The Code of Ordinances, City of Newton, Iowa, 2025, Title XI, Chapter 111, Section 111.07, is hereby amended by adding or ~~deleting~~ as stated above.

**§ 111.07 MOBILE FOOD UNIT STANDARDS.**

- (A) Mobile food units shall follow the Operation Guide established by the Iowa Department of Inspections and Appeals (DIA), as well as the standards outlined by the Food Truck Safety Fact Sheet provided by the National Fire Protection Association (NFPA) before operations may begin.
- (B) By allowing the mobile food unit on their property, the property owner or lessee jointly and severally with the vendor are responsible for compliance with this chapter and to ensure the performance standards listed below, the safety of pedestrians, and access of emergency vehicles to and around the site are maintained.
- (C) All mobile food units must be parked on an all-weather surface.
  - (1) No mobile food unit shall be parked in or otherwise impede access to and from ADA parking spaces.
  - (2) No mobile food unit shall be allowed to operate on residential properties, except for a special private event reviewed and authorized by the City Clerk, or designee.
  - (3) Minimum parking requirements and site circulation shall not be obstructed by the location of mobile food unit(s).
  - (4) A mobile food unit shall conduct operations at one location a maximum of three consecutive days per week.
  - (5) Mobile food unit(s) shall maintain a minimum distance of separation from any structure and any other mobile food unit as established by the National Fire Protection Association and Iowa Department of Inspection of Appeals. The distance shall be measured to the closest building or structure including awnings or canopies, tents, or membrane structures.
  - (6) The window or area where a patron orders and receives their purchase shall be located so as to not require a patron to stand or create a line that may cause an obstruction in the public right-of-way including public sidewalks, vehicle travel lanes, parking lot drive aisles, or any other related situation that may create a potential safety hazard.

(7) Mobile food unit(s) shall operate in the location designated by the current premise permit obtained by the property owner from the city.

(8) No mobile food unit may be operated or parked on public streets, public property, or encroach onto public rights-of-way except as provided below:

(a) Mobile food units may be permitted within Newton city parks provided the individual mobile food unit vendor has received approval from the city prior to operating.

(b) Mobile food units are permitted to park and utilize public streets and public rights-of-way within the Downtown Square Area established by § 158.022(E) of the Newton City Code and in the parking stalls along the south side of North Third Avenue West in the 200 block adjacent to Harmony Park, as long as units comply with all other requirements of this chapter and the following conditions:

1. Parking spaces shall be contiguous or directly adjacent to the storefront or business hosting the mobile food unit;
2. An annual premise permit shall be required before operations begin;
3. The applicant of the premise permit shall be responsible for placing temporary “no parking” signs at least 12 hours prior to the arrival of the mobile food unit and remove signage within two hours after departure of the unit. The Newton Police Department shall provide a template for said temporary signage.

(D) Signs are limited as follows:

(1) One free standing, portable sign not exceeding 15 square feet in size per each side provided that it remains located on the premise that the food truck is operating and does not create a safety hazard or block ADA accessibility.

(2) Those that are attached to the exterior of the mobile food unit and must be mounted flat against the unit and not project more than six inches from the exterior of the unit.

(3) No additional freestanding banners, flags, inflatables, or other similar free-standing obstructions are allowed.

(E) Mobile food units shall serve patrons who are on foot only; drive-up service to the mobile food unit is prohibited.

(F) During hours of operation, the mobile food unit vendor shall provide a trash receptacle for use by patrons and shall keep the area around the unit clear of litter and debris at all times.

(G) All food service operations must be conducted within the mobile food unit. One table and one tent are allowed per mobile food unit if utilized within immediate proximity of the mobile food unit.

(H) Mobile food units are prohibited from dumping or discharging anything into storm and sanitary sewers. No mobile food unit shall connect to city-owned electrical or water sources without expressed written approval from the Public Works Director, or designee.

(Ord. 2407, passed 1-3-2022; Ord. 2409, passed 3-21-2022)

**Section 2. Repealer Clause.** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

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

**Section 4. Effective.** This ordinance shall be effective on \_\_\_\_\_, 2025, after final passage, approval, and publication as provided by law

**PASSED** this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

**APPROVED** this \_\_\_\_ day of \_\_\_\_\_, 2025.

(SEAL)

\_\_\_\_\_  
Evelyn George, Mayor

ATTEST:

\_\_\_\_\_  
Katrina Davis, City Clerk

I, Katrina Davis, City Clerk of the City of Newton, Iowa, do hereby certify that the foregoing Ordinance was passed and approved by the City Council of the City of Newton, Iowa on the \_\_\_\_ day of \_\_\_\_\_, 2025 and was published in the Newton Daily News, a newspaper of general circulation in the said City of Newton on the \_\_\_\_ day of \_\_\_\_\_, 2025.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Katrina Davis, City Clerk

## City of Newton Council Report

**Item:**

Second Consideration of an Ordinance adding 1601 North 15th Avenue East to the listing of Industrial Property Tax Abatements

**Summary:**

Adding 1601 N 15th AVE E to the listing of property tax exemptions to Newton City Code Section 35.29

**Financial Impact:**

Exempting new, future tax increment for 5 years

**Report Number:** 2025-905

**Date:**

August 4, 2025

**Lead Department:**

Community Development

**Recommendation:**

Approve

**Background:**

State of Iowa Code 427.B allows local governments to establish a five-year sliding scale property tax exemption for industrial projects, warehouses, and distribution centers. The City of Newton has recently adopted the local ordinance in accordance with this State of Iowa Code.

CMGA Enterprises, LLC, has made an application for property tax exemption for 1601 North 15th Avenue East. The building was partially complete as of January 1, 2025. That portion that was added to the tax rolls as of January 1, 2025 is not eligible for this tax exemption. However, any additional value added on January 1, 2026, as the building will be completed, would be eligible. The property is currently assessed at \$211,840. So any abated taxes would be on the difference between the new 2026 valuation (not yet known) and the \$211,840.

The ordinance provides the following tax exemption schedule:

1. For the first year, Seventy-five Percent (75%)
2. For the second year, Sixty Percent (60%)
3. For the third year, Forty-five Percent (45%)
4. For the fourth year, Thirty Percent (30%)
5. For the fifth year, Fifteen Percent (15%)

**Recommendation:**

Staff recommends approval

Matt Muckler, City Administrator

ORDINANCE NO. \_\_\_\_\_

**ORDINANCE ADDING 1601 NORTH 15<sup>TH</sup> AVENUE EAST TO THE LISTING OF INDUSTRIAL PROPERTY TAX ABATEMENTS**

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF NEWTON DOES ORDAIN AS FOLLOWS:**

**Section 1.** The Code of Ordinances, City of Newton, Iowa, Chapter 35: Fiscal Management; Taxation is hereby amended as follows:

**§ 35.29. APPROVED EXEMPTIONS.**

(A) Partial Tax Exemption Guarantee.

- (1) **1601 North 15<sup>th</sup> Avenue East, CMGA Enterprises, LLC.** Property legally described as, LOT THIRTY-TWO OF NEWTON INDUSTRIAL PARK PLAT 7, IN THE CITY OF NEWTON, JASPER COUNTY, IOWA AS APPEARS IN PLAT CABINET A AT PAGE 448 IN THE OFFICE OF THE RECORDER OF SAID COUNTY.

To CMGA Enterprises, LLC the city grants a partial tax exemption, effective January 1, 2026, for the new construction of a building for the manufacture of coating product. The amount of actual value added which is eligible from taxation shall be as follows:

- a. For the first year, Seventy-five Percent (75%)
- b. For the second year, Sixty Percent (60%)
- c. For the third year, Forty-five Percent (45%)
- d. For the fourth year, Thirty Percent (30%)
- e. For the fifth year, Fifteen Percent (15%)

**Section 2. Repealer Clause.** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

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

**Section 4. Effective.** This ordinance shall be effective on \_\_\_\_\_2025, after the final passage, approval and publication as provided by law.

**PASSED** this \_\_\_\_ day of \_\_\_\_\_, 2025.

**APPROVED** this \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Evelyn George, Mayor

ATTEST:

\_\_\_\_\_  
Katrina Davis, City Clerk

I, Katrina Davis, City Clerk of the City of Newton, Iowa, do hereby certify that the foregoing Ordinance was passed and approved by the City Council of the City of Newton, Iowa on the \_\_\_\_ day of \_\_\_\_\_,

2025 and was published in the Newton Daily News, a newspaper of general circulation in the said City of Newton on the \_\_\_\_ day of \_\_\_\_\_, 2025.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Katrina Davis, City Clerk

## City of Newton Council Report

**Item:**

Resolution approving a low-moderate income housing set-aside grant for 1010 North 5th Avenue East, Newton

**Summary:**

Grant to assist Low-Mod Income household with property improvements.

**Financial Impact:**

\$5,118.75 in Low-Mod Income Set-Aside Funds.

**Report Number:** 2025-889

**Date:**

August 4, 2025

**Lead Department:**

Community Development

**Recommendation:**

Approve

### Background:

The City of Newton has identified housing development as a serious need for the community. Some barriers to providing housing options are the cost of infrastructure construction, the cost of labor and materials, and the challenge of enticing regional developers into the community. To address such barriers to general housing development, the City of Newton utilizes Tax Increment Financing (TIF), when and where City Council has determined it is appropriate. When TIF funding is used for residential development, State of Iowa law requires that the City of Newton set aside a portion of the newly generated tax increment for Low-Moderate Income (LMI) Housing throughout the community.

Recent residential development activity (Fairmeadows North and Arbor Estates) has been spurred utilizing TIF, and a LMI Housing set-aside fund has been slowly growing. By resolution 2023-093, City Council established the Low-Moderate Income Housing Set-Aside Funds Policy which has several program areas for which the set-aside dollars can be used. Program areas include: LMI Existing Housing Improvement Grant; State/Federal Affordable Housing Application Financial Support; Neighborhood Sidewalk Construction, Reconstruction & ADA improvements; and Neighborhood Revitalization and Blight Removal (which includes acquisition & demolition and dead/dying trees). The US Department of Housing & Urban Development (HUD) establishes the median family income for every county in the United States. Persons who meet the "low income" requirements have earnings at or below 80% of the median household income for the county, based on household size.

Eligible grant program areas include foundation work; permanent/semi-permanent interior work such as flooring, cabinetry, paint; windows and doors; HVAC; plumbing; electrical, exterior treatments; and roofing.

The Low-Mod Income Housing Set-Aside Grant does not have a program for existing rental properties. The adjacent neighbor, who is also impacted by the project, is not eligible for any grant funding through this program as that property is not owner occupied (the owner rents the property). Additionally, the subject property is not located within a Tax Increment Finance District, which is the only other economic development program which *might have* had funding available to assist him.

### 1010 North 5th Avenue East:

The property owner of 1010 North 5<sup>th</sup> Avenue East has made an application under the LMI Existing Housing Improvement Grant for the Plumbing category. The work entails separating a shared water service line and installing a separate water line from the main to the house, and rerouting the water lines in the house to the location of the new service line and meter.

Brooker Plumbing, Heating & Cooling of Newton, Iowa has provided a quote for the work in a total amount of \$6,825.00. The property owner has submitted the necessary documentation, and staff has verified that the property owner income-qualifies for the City's LMI grant program.

Under the program, the property owner is required to pay the contractor 25% of the project cost of \$6,825.00 and the City will directly pay the contractor 75% of the project cost. The attached program agreement stipulates that the City of Newton will pay \$5,118.75 to Brooker Plumbing, Heating & Cooling.

**Recommendation:**

Staff recommends approval.

A handwritten signature in black ink, appearing to read "Matt Muckler", written in a cursive style.

Matt Muckler, City Administrator

**RESOLUTION NO. 2025 – \_\_\_\_\_**

**RESOLUTION APPROVING A LOW-MODERATE INCOME HOUSING SET-ASIDE GRANT FOR 1010 NORTH 5<sup>TH</sup> AVENUE EAST, NEWTON**

**WHEREAS**, the City of Newton has identified housing development as a serious need for the community and utilizes Tax Increment Financing (TIF) to address this need; and

**WHEREAS**, State of Iowa law requires that the City of Newton set aside a portion of newly generated residential tax increment for Low-Moderate Income (LMI) housing needs; and

**WHEREAS**, Resolution 2023-093 established a Low-Moderate Income Housing Set-Aside Funds Policy that includes an Existing Housing Improvement Grant policy area; and

**WHEREAS**, Jeff Murphy, owner of 1010 North 5<sup>th</sup> Avenue East, Newton meets the ownership and income requirements established by the policy; and

**WHEREAS**, Jeff Murphy proposes to install a separate water line from the main to the house, and reroute water lines inside the house to the location of the new service line and water meter;

**NOW THEREFORE, BE IT RESOLVED** by the City Council of Newton, Iowa, that Low-Mod Income Existing Housing Improvement Grant Funds be issued to the contractor, Brooker Plumbing, Heating & Cooling of Newton, in an amount equal to 75% of the total project cost, up to a maximum of \$5,118.75;

**BE IT FURTHER RESOLVED** by the City Council of Newton, Iowa: That the City shall obtain the signatures on the grant program agreement.

**PASSED** this \_\_\_\_\_ day of August, 2025.

**APPROVED** this \_\_\_\_\_ day of August, 2025.

ATTEST:

\_\_\_\_\_  
Evelyn George, Mayor

\_\_\_\_\_  
Katrina Davis, City Clerk



**LMI Existing Housing Improvement Grant Agreement  
Between City of Newton and Jeff Murphy**

This Agreement made and entered into this \_\_\_\_\_ day of August, 2025 by and between the City of Newton, Iowa, hereinafter called "City" and Jeff Murphy, hereinafter called "Applicant."

WHEREAS, the Applicant submitted an application to receive LMI Existing Housing Improvement Grant funds for property located at 1010 North 5<sup>th</sup> Avenue East; and

WHEREAS, the City's Community Development Department and Newton City Council reviewed and approved the application;

NOW, THEREFORE BE IT UNDERSTOOD AND AGREED:

- 1.) The Project will receive a total **up to \$5,118.75** in grant funds for Plumbing Work to install a separate water line from the main to the home and reroute water lines inside the house to the new service and water meter.
  - a. Funding breakdown for Plumbing Work Grant as follows:
    - Total Estimated Project Cost - \$6,825.00
    - 25% Applicant Cash Match - \$1,706.25
    - **Plumbing Improvement Grant - \$5,118.75**
- 2.) Required sign, building, plumbing, mechanical or other permits will be obtained and work will be completed by licensed contractors, when required.
- 3.) The City of Newton will provide the grant funding directly to the contractor that completed the work in the amount referenced above once the project is fully completed. The portion paid directly by the City of Newton shall be **tax exempt**. The City of Newton shall provide a copy of the City's Tax Exemption Certificate to the contractor upon request. The contractor shall provide the City of Newton an IRS 1099 form prior to payment.

- 4.) City staff will inspect and verify completeness of work prior to issuance of grant funds.
  - a. The applicant shall provide a copy of the invoice from the licensed contractor that performed the work.
  - b. All work shall comply with applicable City Codes, including, but not limited to, zoning and building codes. All completed work shall be inspected and approved by the City's Building Official/Inspector.
- 5.) The applicant will provide a minimum 25% cash match to the grant funds for the approved work and pay that amount to the contractor directly.

Applicant:

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Jeff Murphy

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Date

For City of Newton:

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Evelyn George, Mayor

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Date

Contractor Acknowledgement:

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Brooker Plumbing, Heating & Cooling

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Date

## City of Newton Council Report

**Item:**

Resolution approving a low-moderate income housing set-aside grant for 309 East 20<sup>th</sup> Street North, Newton

**Summary:**

Grant to assist Low-Mod Income household with property improvements.

**Financial Impact:**

\$9,225.00 in Low-Mod Income Set-Aside Funds.

**Report Number:** 2025-890

**Date:**

August 4, 2025

**Lead Department:**

Community Development

**Recommendation:**

Approve

**Background:**

The City of Newton has identified housing development as a serious need for the community. Some barriers to providing housing options are the cost of infrastructure construction, the cost of labor and materials, and the challenge of enticing regional developers into the community. To address such barriers to general housing development, the City of Newton utilizes Tax Increment Financing (TIF), when and where City Council has determined it is appropriate. When TIF funding is used for residential development, State of Iowa law requires that the City of Newton set aside a portion of the newly generated tax increment for Low-Moderate Income (LMI) Housing throughout the community.

Recent residential development activity (Fairmeadows North and Arbor Estates) has been spurred utilizing TIF, and a LMI Housing set-aside fund has been slowly growing. By resolution 2023-093, City Council established the Low-Moderate Income Housing Set-Aside Funds Policy which has several program areas for which the set-aside dollars can be used. Program areas include: LMI Existing Housing Improvement Grant; State/Federal Affordable Housing Application Financial Support; Neighborhood Sidewalk Construction, Reconstruction & ADA improvements; and Neighborhood Revitalization and Blight Removal (which includes acquisition & demolition and dead/dying trees). The US Department of Housing & Urban Development (HUD) establishes the median family income for every county in the United States. Persons who meet the "low income" requirements have earnings at or below 80% of the median household income for the county, based on household size.

Eligible grant program areas include foundation work; permanent/semi-permanent interior work such as flooring, cabinetry, paint; windows and doors; HVAC; plumbing; electrical, exterior treatments; and roofing.

**309 East 20<sup>th</sup> Street North:**

The property owners of 309 East 20<sup>th</sup> Street North made an application under the LMI Existing Housing Improvement Grant for the HVAC and Permanent Interior Work categories. The work entails installing a new Air Conditioning unit to replace a broken unit, installing a glass shower door in the bathroom, and installing a new countertop and sink in the kitchen.

Service Legends of Des Moines, Iowa, Hamilton Glass of Newton, Iowa and L & L Custom Tops, LLC of Newton, Iowa have provided separate quotes for the work in a total amount of \$12,778.00. The property owner has submitted the necessary documentation, and staff has verified that the property owners income-qualify for the City's LMI grant program.

Under the program, the property owner is required to pay the contractors at least 25% of the project

cost of \$12,778.00 and the City will directly pay the contractors up to 75% of the project cost. The attached program agreement stipulates that the City of Newton will pay \$6,000.00 to Service Legends, \$562.50 to Hamilton Glass, and \$2,662.50 to L & L Custom Tops, LLC.

**Recommendation:**

Staff recommends approval.

A handwritten signature in black ink, appearing to read "Matt Muckler", written in a cursive style.

Matt Muckler, City Administrator

**RESOLUTION NO. 2025 – \_\_\_\_\_**

**RESOLUTION APPROVING A LOW-MODERATE INCOME HOUSING SET-ASIDE GRANT FOR 309 EAST 20<sup>TH</sup> STREET NORTH, NEWTON**

**WHEREAS**, the City of Newton has identified housing development as a serious need for the community and utilizes Tax Increment Financing (TIF) to address this need; and

**WHEREAS**, State of Iowa law requires that the City of Newton set aside a portion of newly generated residential tax increment for Low-Moderate Income (LMI) housing needs; and

**WHEREAS**, Resolution 2023-093 established a Low-Moderate Income Housing Set-Aside Funds Policy that includes an Existing Housing Improvement Grant policy area; and

**WHEREAS**, Todd & Deb Hackathorn, owners of 309 East 20<sup>th</sup> Street North, Newton, meets the ownership and income requirements established by the policy; and

**WHEREAS**, Todd & Deb Hackathorn propose to install a new Air Conditioning unit to replace the broken unit, install a glass shower door in the bathroom, and installing a new countertop and sink in the kitchen;

**NOW THEREFORE, BE IT RESOLVED** by the City Council of Newton, Iowa, that Low-Mod Income Existing Housing Improvement Grant Funds be issued to the contractors, Service Masters of Des Moines, Iowa, Hamilton Glass of Newton, Iowa, and L & L Custom Tops, LLC of Newton, Iowa, in an amount equal to 75% of the total project cost for each approved item, up to a maximum of \$9,225.00, as follows;

- 1. Service Legends - \$ 6,000.00
- 2. Hamilton Glass - \$ 562.50
- 3. L & L Custom Tops, LLC - \$ 2,662.50

**BE IT FURTHER RESOLVED** by the City Council of Newton, Iowa: That the City shall obtain the signatures on the grant program agreement.

**PASSED** this 4<sup>th</sup> day of August, 2025.

**APPROVED** this \_\_\_\_\_ day of August, 2025.

\_\_\_\_\_  
Evelyn George, Mayor

ATTEST:

\_\_\_\_\_  
Katrina Davis, City Clerk



**LMI Existing Housing Improvement Grant Agreement  
Between City of Newton and Todd & Deb Hackathorn**

This Agreement made and entered into this \_\_\_\_ day of August, 2025 by and between the City of Newton, Iowa, hereinafter called "City" and Todd & Deb Hackathorn, hereinafter called "Applicant."

WHEREAS, the Applicant submitted an application to receive LMI Existing Housing Improvement Grant funds for property located at 309 East 20<sup>th</sup> Street North; and

WHEREAS, the City's Community Development Department and Newton City Council reviewed and approved the application;

NOW, THEREFORE BE IT UNDERSTOOD AND AGREED:

- 1.) The Project will receive a total of **up to \$9,225.00** in grant funds for HVAC to install a new Air Conditioning unit to replace the broken unit, and for Permanent Interior Work to install a new kitchen counter and sink, and installation of a new glass shower door in the bathroom, providing a 25% applicant cash match is met.
  - a. Funding breakdown for HVAC Grant as follows:
    - Total Estimated Project Cost - \$8,478.00
    - Applicant Cash Match - \$2,478.00
    - **Max. HVAC Grant - \$6,000.00**
  - b. Funding breakdown for Permanent Interior Work Grant as follows:
    - Total Estimated Project Cost - \$750.00
    - Applicant Cash Match - \$187.50
    - **Permanent Interior Work Grant (shower door) - \$562.50**
  - c. Funding breakdown for Permanent Interior Work Grant as follows:
    - Total Estimated Project Cost - \$3,550.00
    - Applicant Cash Match - \$887.50
    - **Permanent Interior Work Grant (countertops/sink) - \$2,662.50**

- 2.) Required sign, building, plumbing, mechanical or other permits will be obtained and work will be completed by licensed contractors, when required.
- 3.) The City of Newton will provide the grant funding directly to the contractors that completed the work in the amount referenced above once the project is fully completed. The portion paid directly by the City of Newton shall be **tax exempt**. The City of Newton shall provide a copy of the City's Tax Exemption Certificate to the contractor upon request. The contractor shall provide the City of Newton an IRS 1099 form prior to payment.
- 4.) City staff will inspect and verify completeness of work prior to issuance of grant funds.
  - a. The applicant shall provide a copy of the invoice from the licensed contractor that performed the work.
  - b. All work shall comply with applicable City Codes, including, but not limited to, zoning and building codes. All completed work shall be inspected and approved by the City's Building Official/Inspector.
- 5.) The applicant will provide a minimum 25% cash match to the grant funds for the approved work and pay that amount to the contractor directly.

**Applicant:**

|                 |       |
|-----------------|-------|
| _____           | _____ |
| Todd Hackathorn | Date  |

|                |       |
|----------------|-------|
| _____          | _____ |
| Deb Hackathorn | Date  |

**For City of Newton:**

|                      |       |
|----------------------|-------|
| _____                | _____ |
| Evelyn George, Mayor | Date  |

**Contractor Acknowledgements:**

|                 |       |
|-----------------|-------|
| _____           | _____ |
| Service Legends | Date  |

|                |       |
|----------------|-------|
| _____          | _____ |
| Hamilton Glass | Date  |

|                        |       |
|------------------------|-------|
| _____                  | _____ |
| L & L Custom Tops, LLC | Date  |

## City of Newton Council Report



### Item:

Resolution approving Contract for Commercial and Industrial Economic Development Services with Newton Development Corporation

### Summary:

Annual contract with Newton Development Corporation

### Financial Impact:

\$77,000, annually from various funds

**Report Number:** 2025-892

### Date:

August 4, 2025

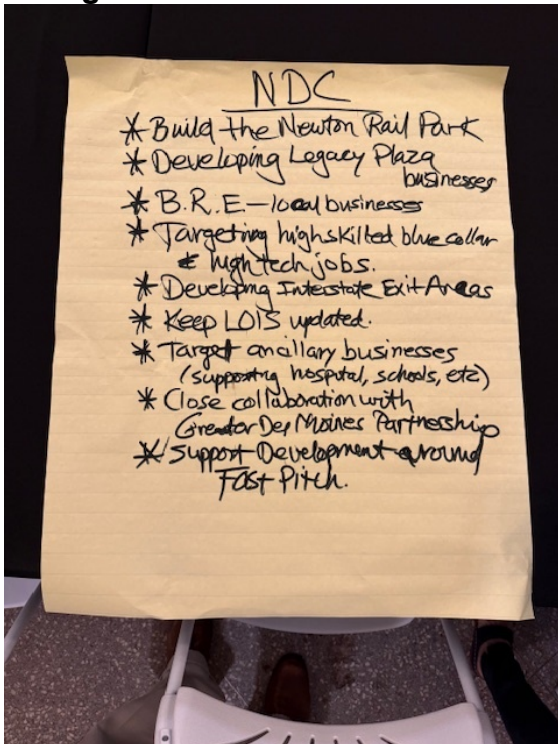
### Lead Department:

Community Development

### Recommendation:

Approve

### Background:



On June 23, 2025, the Newton City Council conducted a workshop which included discussion on areas of focus for Newton Development Corporation. Above: photo of the brainstorming from that evening.

The attached contract attempts to incorporate these ideas. Additionally, it includes specific deliverables and reporting requested of NDC by the Newton City Council.

### Recommendation:

Staff recommends approval.

A handwritten signature in black ink, appearing to read "Matt Muckler".

Matt Muckler, City Administrator

**RESOLUTION NO. 2025 – \_\_\_\_\_**

**RESOLUTION APPROVING CONTRACT FOR COMMERCIAL AND INDUSTRIAL ECONOMIC DEVELOPMENT SERVICES WITH NEWTON DEVELOPMENT CORPORATION**

**WHEREAS**, it is desirable to enter into a contract for economic development services with Newton Development Corporation for Fiscal Year 2025-2026; and

**WHEREAS**, Newton Development Corporation will utilize the goals and objectives found in Chapter 5 of the City’s comprehensive plan, *Envision Newton 2042*; and

**WHEREAS**, Newton Development Corporation will work to increase investment in Newton by retaining, growing and attracting business with success measured by growth in employment, population, housing, retail sales, tax base, healthcare accessibility, and school enrollment; and

**NOW THEREFORE, BE IT RESOLVED** by the City Council of Newton, Iowa, that the contract between the City of Newton and Newton Development Corporation is hereby approved and the annual compensation of \$77,000.00 shall be paid in four installments to Newton Development Corporation from Hotel/Motel Tax (\$52,000.00) and Various Tax Increment Financing Districts (\$25,000).

**PASSED** this \_\_\_\_\_ day of August, 2025.

**APPROVED** this \_\_\_\_\_ day of August, 2025.

\_\_\_\_\_  
Evelyn George, Mayor

ATTEST:

\_\_\_\_\_  
Katrina Davis, City Clerk

**CONTRACT FOR COMMERCIAL AND INDUSTRIAL ECONOMIC DEVELOPMENT SERVICES BY AND BETWEEN, THE CITY OF NEWTON, IOWA AND THE NEWTON DEVELOPMENT CORPORATION:**

THIS CONTRACT, entered into as of this \_\_\_\_ day of August, 2025 by and between the City of Newton, Iowa ("City"), and the Newton Development Corporation, (hereinafter referred to as "NDC").

WHEREAS, the City desires to enlist NDC to assist and advise the City in economic development activities as needed.

WHEREAS, NDC will follow their Mission Statement which reads:

**The Newton Development Corporation strives to Improve the economic well-being of the Newton Community.**

**We accomplish this through collaboration with other community stakeholders to increase investment in Newton by retaining, growing, and attracting business. Our success is measured through growth in employment, population, housing, retail sales, tax base, healthcare accessibility, and school enrollment.**

**We will follow these principles and values: *Honesty, Integrity, Respect, Professionalism, Teamwork, and appropriate balance of Transparency and Confidentiality.***

**In addition** to working with community stakeholders, NDC will continue our relationships with the Iowa Economic Development Authority, the Greater Des Moines Partnership, and the Jasper County Economic Development Corporation.

NOW, THEREFORE the parties hereto do mutually agree as follows:

**Scope of Services:**

1. NDC will utilize the economic goals and objectives found in Chapter 5 of the Envision Newton 2042 as a guideline to pursue economic development objectives on behalf of the City.
2. NDC will direct day-to-day communication to the City's Development Specialist, who is the City's point of contact for NDC.

**Deliverables and Reporting:**

1. Business Retention and Expansion
  - Deliverable #1: Contact and Engage Five Existing Businesses per month
  - Reporting: Provide a monthly summary to the Economic Development Specialist to be included in the monthly memorandum to council which includes the following for each contact:
    - Name of Business Contacted
    - Date and Method of Contact (in-person, phone, email)
    - What was discussed and learned from the visit

- What follow-up steps NDC is taking to help retain the business or help it grow.

## 2. Develop and Fill Legacy Plaza

- Deliverable: Collaborate with Newton Main Street to target and identify businesses and services outlined within the Main Street survey results.
- Deliverable #2: Contact and Engage Five Potential Businesses to locate in commercial space at Legacy Plaza per month, seeking to target businesses that have wages that exceed the State median income.
- Reporting: Provide a monthly summary to the Economic Development Specialist to be included in the monthly memorandum to council which includes the following for each contact:
  - Name of Business Contacted
  - Date and Method of Contact (in-person, phone, email)
  - What was discussed and learned from the visit
  - What follow-up steps NDC is taking as a result of the visit
  - Number of new businesses and new jobs added to Newton

## 3. Assist in the Development of the Newton Rail Park for the benefit of the Newton economy and tax base, seeking to target businesses that have wages that exceed the State median income.

- Deliverable: Quarterly, plan for Rail Park Business, including analysis on how it would benefit the City of Newton and impact the City's budget (positively or negatively).
- Reporting: For each plan, provide the following information:
  - Name and Industry of businesses contacted
  - Method of contact
  - Feedback as a result of that contact
  - Will the project result in annexation and increase in the City's tax base
  - Number of new businesses and new jobs added to Newton

## 4. Develop Interstate Exit Areas

- Deliverable: Contact and Engage Five Potential Businesses or Area Property Owners per month
- Reporting: Provide a monthly summary to the Economic Development Specialist to be included in the monthly memorandum to council which includes the following for each contact:
  - Name of Business or Property Owner Contacted
  - Date and Method of Contact (in-person, phone, email)
  - What was discussed and learned from the visit
  - What follow-up steps NDC is taking as a result of the visit
  - Number of new businesses and new jobs added to Newton

## 5. Develop First Avenue East with projects on vacant properties or filling vacancies

- Deliverable: Work with property owners or their agents to develop concept plans and reach out to potential future businesses for the locations at

- 918 1<sup>st</sup> Avenue East
- 1000-1004 1<sup>st</sup> Avenue East
- 1223-1315 1<sup>st</sup> Avenue East
- 1734 1<sup>st</sup> Avenue East
- 104 Iowa Speedway Drive

- Reporting: Provide a monthly summary to the Economic Development Specialist to be included in the monthly memorandum to council which includes the following:
  - Address of Property
  - Name of Business or Property Owner Contacted
  - Date and Method of Contact (in-person, phone, email)
  - What was discussed and learned from the visit
  - What follow-up steps NDC is taking as a result of the contact
- Deliverable #2: Identify ancillary business opportunities that would support existing businesses with products or services needed for their operations.
- Reporting: A copy of the list of identified ancillary businesses

#### 6. Maintain LOIS

- Deliverable: Keep information on the LOIS system current on a month-to-month basis
- Reporting: Provide a monthly summary to the Economic Development Specialist to be included in the monthly memorandum to council of the specific edits and updates NDC made to Newton entries in the LOIS system and any contacts that were a direct result of the LOIS system.

7. An Annual Report shall be prepared and delivered to City Staff, the Mayor and Council members no later than May 31, 2026, and covering activity from the previous 12-month period. The Annual Report should reflect NDC's Mission Statement and Chapter 5 of the City's Envision 2042 Comprehensive Plan.

**Time of Performance:** The services of NDC are to commence on July 1, 2025 and shall conclude on June 30, 2026.

**Compensation:** This is a fee for service contract. As compensation for the services rendered, the City shall pay NDC a flat rate of \$77,000 annually in quarterly installments.

**Personnel:** All services required hereunder will be performed by NDC through its employees and other agents. All staffing decision shall be made by NDC's Executive Committee.

**Corporation Records Maintenance:** NDC shall maintain accounts and records, including personnel and financial records, adequate to identify and account for all costs pertaining to this contract and such other records as may be deemed necessary to assist proper accounting. These

records will be retained for three (3) years after the date of this Contract unless permission to destroy them is granted.

**Findings Confidential:** City or NDC may choose to designate certain information as confidential. Any reports, information, data, work product, or any other material prepared or assembled by the City or NDC pursuant to this Contract, if designated confidential by the City or NDC, shall remain strictly confidential and shall not be made available to any individual or organization with prior written approval by the City and NDC.

**Compliance with Local Law.** NDC shall comply with all applicable laws, ordinances and codes of the State and local governments in carrying out the services to be provided pursuant to this Contract.

IN WITNESS WHEREOF, the City of Newton and the Newton Development Corporation have executed this Contract as of the date first written above.

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Evelyn George, Mayor  
City of Newton

ATTEST:

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Katrina Davis, City Clerk

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Mark Allen, Chairperson  
Newton Development Corporation

# [Comp Plan Ch. 5]

## Economic Development

Thriving communities like Newton offer a wide range of economic opportunities. Newton's economy is an integral component of the regional economy. This economic connection will continue to grow as the Des Moines metro continues growing and Newton offers residents and businesses great opportunities to be successful. This chapter of the comprehensive plan is a report on the local economic and employment threats and opportunities. Economic development generally consists of public and private efforts which promote and develop business enterprises within a community, plus the housing development that serves commuters to other areas.

The City's regulatory climate can have an impact on the retention, expansion, and attraction of business. Zoning regulations can provide development standards which ensure that business development adds to the quality of neighborhoods and overall community vitality. Such standards can protect property values and can minimize or prevent undesirable off-site impacts. Such standards can also protect businesses from nuisance complaints. In summary, the comprehensive plan works collaboratively with zoning regulations to ensure land use compatibility and as a tool to attract business, employers and commerce.

### Economic Development Goals & Objectives

#### **Goal #1: Support and expand the City's economic base.**

##### Objectives:

- Work with existing businesses to remain or expand on their current sites or relocate to more appropriate sites.
- Utilize the City's tools of zoning, capital improvement plans, and transportation plans to support development.
- Ensure that city processes and regulations related to land development, permits, and construction are easy to understand.





 **Goal #2: Residents will have or know how to attain/learn the skills necessary to achieve professional growth, personal success and financial stability, and employers will benefit from more skilled staff to maintain and expand business development initiatives.**

#### Objectives:

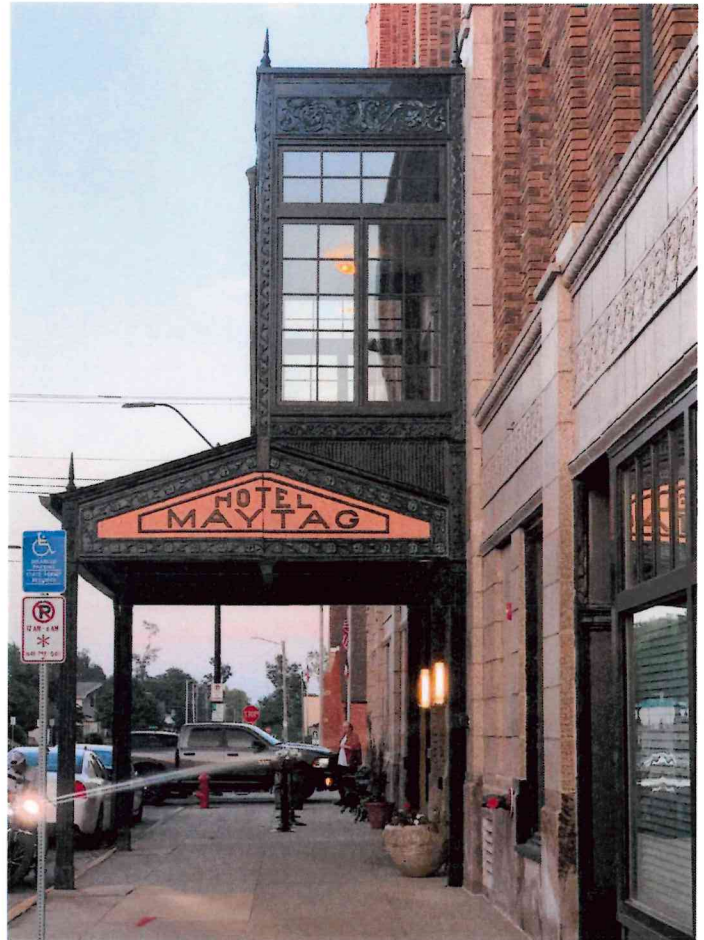
- Support proactive communication between educational institutions and area employers to determine and fulfill local needs.
- Provide a variety of training and resources to support employment skills and job preparedness.
- Actively promote career-advancement and workforce development efforts including internships, apprenticeships and workshops.
- Continue to develop and enhance the City's industrial and business spaces to promote employer retention and expansion, and provide opportunities for new development.
- Seek to maintain a balance between the needs of the community and the needs of the developer.
- Support locally-owned businesses, small-/micro-businesses, and start-up businesses.
- Promote programs and initiatives that support entrepreneurship for residents, including youth, and remote/freelance employment (e.g., home-based businesses, co-working spaces, business incubators, business accelerators and makerspaces)



### **Goal #3: Promote, expand and diversify the local economy.**

#### **Objectives:**

- Create and maintain an inventory of available sites for development and redevelopment, updated on a regular basis.
- Proactively communicate, discuss needs and receive feedback from area businesses. Use this feedback to refine services and resource referrals.
- Provide regularly updated community data that can be used in marketing to attract specific businesses that provide living-wage employment opportunities.



### **Goal #4: Business investment will support the health and vitality of the Newton community.**

#### **Objectives:**

- Support business development initiatives that increase diversity of entrepreneurs, business types and the workforce, as well as access to culturally-specific needs.
- Encourage new business development within areas easily accessible by the regional transportation network, including considerations of public transit access.
- Attract, support, and retain businesses that fill and/or redevelop vacant properties in the downtown and along key corridors.
- The City may acquire property in order to promote and accelerate redevelopment of key sites.
- When necessary, the City may actively facilitate and consider funding assistance to help locate a business to a suitable location within the City.
- The City will support new commercial and industrial development by expanding and extending access to utility and transportation infrastructure, where needed and appropriate.
- Support affordable and workforce housing initiatives that expand economic opportunities for residents of all income levels, especially income-limited individuals/families.

## City of Newton Council Report

**Item:**

Resolution approving Contract for Professional Community and Economic Development Services by and between the City of Newton, Iowa and Newton Housing Development Corporation

**Summary:**

Approval of a 5-year contract with NHDC

**Financial Impact:**

\$40,000.00 annually for 5 years

**Report Number:** 2025-894

**Date:**

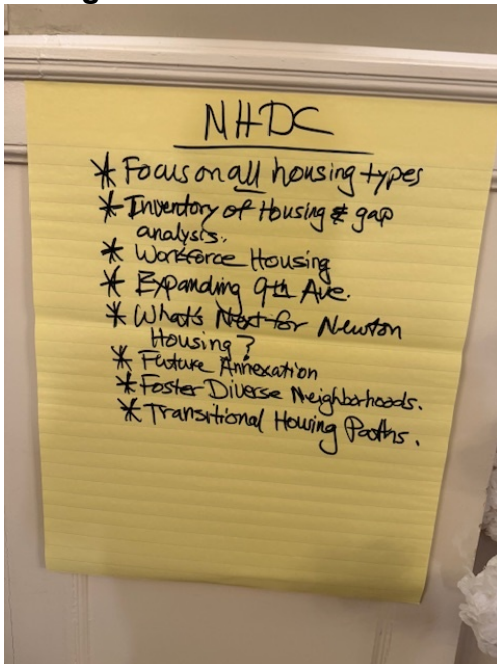
August 4, 2025

**Lead Department:**

Community Development

**Recommendation:**

Approve

**Background:**

On June 23, 2025, the Newton City Council conducted a workshop which included discussion on areas of focus for Newton Housing Development Corporation. Above: Photo of the brainstorming from that evening.

The attached contract attempts to incorporate these ideas. Additionally, it establishes some specific deliverables with reporting requirements. Finally, it provides for an annual review of the contract.

The attached contract provides \$40,000 annually, paid in quarterly installments. The contract time of performance is from July 1, 2025 to June 30, 2030.

**Recommendation:**

Staff recommends approval.

A handwritten signature in black ink, appearing to read "Matt Muckler". The signature is written in a cursive, flowing style.

Matt Muckler, City Administrator

**RESOLUTION NO. 2025 – \_\_\_\_\_**

**RESOLUTION APPROVING CONTRACT FOR PROFESSIONAL  
COMMUNITY AND ECONOMIC DEVELOPMENT SERVICES BY AND  
BETWEEN THE CITY OF NEWTON, IOWA AND NEWTON HOUSING  
DEVELOPMENT CORPORATION**

**WHEREAS**, it is desirable to enter into a contract for community and economic development services with Newton Housing Development Corporation for the period beginning July 1, 2025 and ending June 30, 2030; and

**WHEREAS**, Newton Housing Development Corporation will work to assist the city in housing economic development activities to increase investment in the quality and quantity of all housing in Newton;

**NOW THEREFORE, BE IT RESOLVED** by the City Council of Newton, Iowa, that the contract between the City of Newton and Newton Housing Development Corporation is hereby approved and the annual compensation of \$40,000.00 shall be paid in four installments to Newton Development Corporation from residential/housing Tax Increment Financing District funds.

**PASSED** this \_\_\_\_\_ day of August, 2025.

**APPROVED** this \_\_\_\_\_ day of August, 2025.

\_\_\_\_\_  
Evelyn George, Mayor

ATTEST:

\_\_\_\_\_  
Katrina Davis, City Clerk

**CONTRACT FOR PROFESSIONAL COMMUNITY AND ECONOMIC DEVELOPMENT SERVICES BY  
AND BETWEEN THE CITY OF NEWTON, IOWA AND NEWTON HOUSING DEVELOPMENT  
CORPORATION**

THIS CONTRACT, entered into as of this \_\_\_\_\_ day of \_\_\_\_\_ 2025 by and between the City of Newton, Iowa, ('City'), and the Newton Housing Development Corporation, (hereinafter referred to as "NHDC").

WHEREAS, the City has a need for professional consultant services to perform community and housing economic development activities; and

WHEREAS, the City desires to engage in certain activities necessary for development of the community and economic base of the Newton area; and

WHEREAS, the City desires to engage NHDC to render such professional consultant services utilizing funding sources which may include property sales and/or funds from Fairmeadows North Urban Renewal Area;

NOW, THEREFORE the parties hereto do mutually agree as follows:

**A. Scope of Services**

NHDC shall assist and advise the City in housing economic development activities as needed to increase investment in the quality and quantity of all housing in Newton. The housing economic development activities shall include the following:

1. Work to increase the quantity and quality of housing in Newton by actively seeking builders, developers and residents to Newton.
2. Organize, promote, and host events that will be beneficial, informative, and encouraging to Builders, Developers, Consumers, and Investors in Newton.
3. Provide the City of Newton with housing advice and assistance based on the expertise of the Board of Directors and NHDC staff's expertise in the housing industry.
4. In certain instances, provide a conduit for the City of Newton to transfer property for project completion as agreed upon by both parties.
5. Gather information and provide a monthly Economic Development report to help the City identify needs and opportunities in the local housing market.
6. Assist in maintaining and updating the NHDC portion of a shared community internet presence to keep it current, informative and relevant.
7. Collaborate with the City on marketing and promotional campaigns of the applicable Housing Incentives and Initiative programs.

8. Develop and implement a program that ensures regular contacts with prospective builders that may include, when appropriate, workforce housing, varied housing, and transitional housing.
9. Work to develop, encourage, and grow programs and organizations (such as Habitat for Humanity) that will enhance the improvement of housing in Newton.
10. Lead or participate in special projects that fulfill the charitable mission of NHDC with particular emphasis on homes and apartments of modest cost.

## **B. Specific Deliverables and Reporting**

### **1. New Home Builder Outreach.**

- Deliverable: Outreach to five home builders per month who are not actively working in Newton.
- Reporting to Council (as part of monthly update to Economic Development Specialist):
  - Name of Builder
  - How you reached out (in person, phone, email)
  - What was discussed
  - What was learned and potential follow-up actions

### **2. Existing Home Builder Outreach.**

- Deliverable: Outreach to five home builders per month who are actively working in Newton.
- Reporting to Council (as part of monthly update to Economic Development Specialist):
  - Name of Builder
  - How you reached out (in person, phone, email)
  - What was discussed
  - What was learned and NHDC's follow-up actions

### **3. Development of Workforce and Affordable Housing.**

- Deliverable: Enhance housing options that target residents and workforce, complimenting economic development efforts to grow white collar, skilled labor, and high tech employees through outreach to two-three developers and/or affordable housing experts per month who are actively working in Newton.
- Reporting to Council (as part of monthly update to Economic Development Specialist):
  - Name of Contact
  - How you reached out (in person, phone, email)
  - What was discussed
  - What was learned and NHDC's follow-up actions
  - If development moves forward, how the planned units close the identified gap in inventory.

### **4. Implementation of 2021-22 Rural Housing Readiness Study (*Appendix A of Envision Newton 2042*)**

- Deliverable #1: On an annual basis, identify 3 recommendations found in the 2021-22 Rural Housing Readiness Study and work toward implementation.
- Reporting on each selected goal to Council on annual basis with a presentation at a City Council Meeting:
  - Goal/Recommendation NHDC worked on
  - Steps taken to work on the goal or recommendation
  - Outcome of NHDC's actions
  - Identified next steps
- Deliverable #2: Create a housing transition strategy plan to ensure adequate housing inventory to proactively prepare residents to migrate through various life-stages, enabling existing housing units to serve the community in the best ways possible.
- Reporting:
  - The Plan
- Reporting on a quarterly basis:
  - Activities undertake and outcome of activities.

#### 5. Continued growth of Arbor Estates

- Deliverable: Lot Sales, Open Houses, Bond re-payment, and recommendation(s) on timing for next phase(s) of construction to begin
- Reporting to Council (as part of monthly update to Economic Development Specialist):
  - Activity that was undertaken
  - Outcomes of NHDC's activity
  - Other reporting information which may be pertinent to this item: report on lot-sale funds provided to City of Newton Finance Department, NHDC Board's understanding of the current housing market and how that may impact sales or timing of future phases.

**C. Time of Performance.** The services of the Corporation are to commence on July 1, 2025 and shall be completed in a timely manner as required by the City. The term of this agreement runs through June 30, 2030. An annual review of the scope of services, deliverables, and reporting will occur in June of each year.

**D. Compensation.** This is a fee for services contract. As compensation for the services rendered, the City shall pay NHDC a flat rate of \$40,000.00 per annum, to be paid in quarterly installments of \$10,000.00 each. This compensation shall be paid from Fairmeadows North Urban Renewal Area revenues. Any and all agreements for the specific development of property within the City of Newton are separate from this contract for services.

NHDC will also receive compensation per the Real Estate Development Agreement (originally dated March 13, 2019) for the Arbor Estates Development (formerly "Barton Land").

**E. Personnel.** NHDC Board of Directors is an all-volunteer board. All services required hereunder will be performed by NHDC through its employee(s) and other agents. All staffing decisions shall be made by NHDC's Executive Board.

**F. Corporation Records Maintenance.** NHDC shall maintain accounts and records including personnel, and financial records, adequate to identify and account for all costs pertaining to this contract and such other records as may be deemed necessary to assist proper accounting. The records are to be shown to the City of Newton upon request of the City Administrator. These records will be retained for three (3) years after the expiration of this Contract unless permission to destroy them is granted.

**G. Findings Confidential.** The parties may choose to designate certain information as confidential. Any reports, information, data, work product or any other material prepared or assembled by NHDC or the City pursuant to this Contract, may be designated as confidential by the City or NHDC and, shall remain strictly confidential, and shall not be made available to any individual or organization without prior written approval of City or NHDC, as the case may be.

**H. Copyright.** No report, maps, or other documents produced in whole or in part under this Contract shall be the subject of an application for copyright by or on behalf of the NHDC.

**I. Compliance with Local Law.** NHDC shall comply with all applicable laws, ordinances and codes of the state and local governments in carrying out the services to be provided pursuant to this Contract.

Page 2 of 3

IN WITNESS WHEREOF, the City of Newton and the Newton Housing Development Corporation have executed this Contract as of the date first written above.

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Evelyn George, Mayor  
City of Newton

ATTEST:

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Katrina Davis, City Clerk

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Jennifer Cook, Board President  
Newton Housing Development Corporation

## City of Newton Council Report

**Item:**

Resolution amending the Cemetery Rules and Regulations relating to decorations at the columbarium in Union Cemetery

**Summary:**

Amending Cemetery Rules to allow certain decorations on the columbarium.

**Financial Impact:**

None.

**Report Number:** 2025-895

**Date:**

August 4, 2025

**Lead Department:**

Community Development

**Recommendation:**

Approve

**Background:**

Private citizens have expressed interest in amending the cemetery rules to allow for decorations and/or bud vases on individual niches in the columbarium at Newton Union Cemetery.

The attached cemetery rules identifies the proposed changes in red, underline. The draft changes consider impacts to adjacent niches and require that all decoration remain within the boundaries of the specific niche. If a wreath, or other decoration is found to be extending beyond the boundary, then the City will remove the decoration, but not the mounting apparatus.

To date, there are a couple niches where families have added decorations, without approval by the City and which do not align with the current rules. City staff has not proceeded with removing these items until after a decision of the council on the proposed rules is made.

**Recommendation:**

To date, the rules have disallowed such decoration to provide for a streamlined, clutter free look on the columbarium. However, if it is the desire of council, and the constituents they represent, to change course, staff is supportive of the attached proposed rule changes, as they minimize impact to other families in the columbarium.

Matt Muckler, City Administrator

**RESOLUTION NO. 2025 – \_\_\_\_\_**

**RESOLUTION AMENDING THE CEMETERY RULES AND  
REGULATIONS RELATING TO DECORATIONS AT THE  
COLUMBARIUM IN UNION CEMETERY**

**WHEREAS**, private citizens have requested consideration to amend the cemetery rules and regulations relating to decorations on individual niches within the Columbarium at Union Cemetery; and

**WHEREAS**, draft amendments are shown in Attachment A. to this resolution that balances the desires of families who wish to decorate their loved ones’ niches along with respecting the adjacent spaces of others;

**NOW THEREFORE, BE IT RESOLVED** by the City Council of Newton, Iowa, that the amendments to the Cemetery Rules and Regulations as shown in Attachment A are hereby approved.

**PASSED** this \_\_\_\_\_ day of August, 2025.

**APPROVED** this \_\_\_\_\_ day of August, 2025.

\_\_\_\_\_  
Evelyn George, Mayor

ATTEST:

\_\_\_\_\_  
Katrina Davis, City Clerk

**Cemetery Rules and Regulations  
Union Cemetery & Memorial Park Cemetery  
Newton, Iowa**

(Approved ~~7-18-2022~~ August 4, 2025)

Forward

It is the desire of the City of Newton to continue to make Union Cemetery and Memorial Park Cemetery a quiet, beautiful place and a symbol of love and faith. To this end and for the mutual protection of the interment rights of others, the following rules and regulations have been adopted by the City Council of the City of Newton, Iowa, as the rules and regulations of Union Cemetery and Memorial Park Cemetery.

All lot, niche or crypt owners of interment rights; visitors within the Cemetery; and all lots, niches, or crypts sold shall be subject to these rules and regulations, amendments, or alterations. Reference to these rules and regulations in the certificate of interment rights to a lot shall have the same force and effect as if set forth in full therein.

It is the duty of the City of Newton to preserve the rights conferred on them under the laws of the State of Iowa for insuring the stability of improvements, the orderly upkeep of the grounds, a respectful manner of interment, and proper observance of the sacredness of the Cemetery.

The City reserves, at its option, to temporarily suspend or modify any rule or regulation; and such temporary suspension or modification shall not be construed as affecting the general application and enforcement of such rules. In the event that questions or disputes arise due to conflicting, unclear, or otherwise ambiguous interpretations of these rules and regulations, the City Administrator, or their designee, shall reserve the right to issue a clarification or determination on any said question or dispute.

**Section 1. Definitions:**

**Cemetery Office:** The term "Cemetery Office", if used in this document, shall mean the Community Development Office maintained at 303 W 4<sup>th</sup> St N, Suite 501, Newton, Iowa.

**a) Cemetery:** The term "Cemetery" is hereby defined as Union Cemetery located at 1601 W 4<sup>th</sup> St N, Newton, Iowa and/or Memorial Park Cemetery located at 2710 1st Ave E, Newton, Iowa; one or both to include a burial park for earth interments, a mausoleum for vault or crypt interments, and a columbarium for cremains interments or a combination of one or more than one thereof.

**Columbarium:** A structure for above ground placement of ashes of cremated remains.

**Community Development Office:** The term "Community Development Office" shall mean the Office of the Community Development Director located at 303 W 4<sup>th</sup> St N, Suite 501, Newton, Iowa.

**Crypt:** A chamber in a mausoleum.

**Deed:** The original conveyance of interment rights given by the City of Newton to the original purchaser. The use of "Deed" has been replaced with "Interment Rights".

**Domestic Animal:** The term shall mean every tame member of the animal kingdom other than the genus and species Homo sapiens.

**Interment Rights:** The right to inter human remains in a particular interment space in the cemetery. This definition was formerly referred to as “Deed”. **Lot:** The term “lot” shall apply to numbered divisions as shown on the plat maps.

**Mausoleum:** A stone structure for above ground interment.

**Management:** The term “Management” shall mean the person or persons duly appointed by the City of Newton for the purpose of conducting Cemetery business and administering the Cemetery rules and regulations.

**Memorial:** The term “Memorial” shall include the monument, grave marker, headstone, and/or private mausoleum to include foundation and all attachments for family or individual use.

**Niche:** A place to put cremated remains above ground located in a columbarium.

**Owner:** Person whose name appears on original “Deed” or “Interment Rights”. Also referred to as “legal owner”.

**Perpetual Care:** The term “Perpetual Care” shall be construed to mean the obligation which the City of Newton assumes each year to expend the net annual income of the perpetual care endowment set aside for the lot in furnishing such care as mowing and maintaining the grass, raking and cleaning the lot, and filling of sunken graves. Where the income is sufficient it may be used in the perpetual care of avenues, alleys, fences, buildings and grounds in general.

**Purchaser:** Person who originally purchased lot whose name appears on the “Deed” or “Interment rights”.

**Space:** The term “space” shall apply to an area of sufficient size to accommodate one interment. “Space” shall be determined by the type of burial; i.e. adult, infant, ashes. Size of the space needed shall be determined by the City. Sometimes referred to as a “section”.

## **Section 2. Perpetual Care:**

- a) At the time of purchase of interment rights in the Cemetery, a portion of the fee paid shall be for the perpetual care of the cemetery lot. Monies to pay for the perpetual care shall be placed in a Perpetual Care fund. This fund is an irrevocable trust from which deposits cannot be withdrawn, and the income from said fund shall be used by the City of Newton for the maintenance, repair, and care of the Cemetery.
- b) Amounts paid for perpetual care shall be set by Resolution of the City Council in accordance with Iowa Code 523I. Payments made for the purchase of a cemetery lot shall first be credited to the Perpetual Care fund.
- c) Perpetual care payments cannot be withdrawn from this irrevocable trust, even in the event of cancellation.

## **Section 3. Purchase of Interment Rights:**

- a) The interment rights for all lots, niches, or crypts sold and the use of such lots, niches, or crypts is subject to the rules and regulations of Union Cemetery and Memorial Park Cemetery now in

effect or any amendments thereto. Any statements of employees or agents, unless confirmed in writing by the City Council, shall in no way alter said rules and regulations.

- b) Cost of cemetery lots, niches or crypts, interment rights, perpetual care, burials, and all cemetery operations shall be set by Resolution of the City Council.
- c) Individuals purchasing cemetery lots will be advised that the perpetual care for these lots is to be paid at the time of the purchase. Any monies paid to the City of Newton for the purchase of a cemetery lot, niche, or crypt shall first be credited to the cost for the perpetual care.
- d) Cemetery lots, niches, or crypts must initially be purchased at the Community Development Office.

#### **Section 4. Ownership Rights of Interments:**

- a) The surviving spouse of the lot, niche, or crypt owner shall have the first right of interment or to direct the right of interment for remaining open spaces.
- b) Additional cremation burial will be allowed on same space as deceased owner for current spouse or biological/adopted children of deceased buried in space but not to exceed cemetery regulations for maximum burials. Heirs of such owner, by written agreement filed with the City, may determine the right of interment or direction for interment for this additional cremation burial.
- c) In the event the owner had not arranged for further interments, then the devisee or heirs of such owner, by written agreement, may determine the right of interment or direction for interment for remaining open spaces. Said agreement shall be filed with the City. If there is no parent or child surviving the deceased person, the right of interment therein shall go to the next heirs at law of the deceased owner as specified by the statutes of descent. (See Section 633.1 *et seq.* of the *Code of Iowa*.)
- d) If the owner of a lot, niche, or crypt gives permission for others to be buried on remaining open spaces on the lot, niche, or crypt; this permission must be given in writing to the Community Development Office, and the owner's signature shall be notarized.
- e) The certificate of interment rights to a cemetery lot, niche, or crypt invests in the owner the right to use such lot, niche, or crypt for burial of the human dead only.
- f) If a lot, niche, or crypt owner wishes to relinquish ownership of a cemetery lot, niche, or crypt in Union Cemetery or Memorial Park Cemetery, a transfer can be made by the owner by surrendering the original certificate of interment rights along with a notarized letter listing the terms of sale, and paying the lot transfer fee. The City will then issue a new certificate of interment rights to the new owners of lots, niches, or crypts or parts of lots so transferred. A Lot/Niche Transfer fee for each transfer will be made to the City of Newton, and no transfer or sale is valid until entered on the cemetery records at the Community Development Office. If original deed is not returned, the City cannot issue a new certificate of interment rights but can place a notarized letter from the owner in our records indicating the name, address and spaces they were given to use.
- g) If the owner of a cemetery lot, niche, or crypt requests a transfer of a lot, niche, or crypt from one section of the Cemetery to another section of the Cemetery, a Lot/Niche Transfer fee shall be paid by the owner to cover the cost of the transfer. A transfer may be made only by the original owner by surrendering the original certificate of interment rights and there must not have been

any interments placed in the spaces. If an increase in the sale price has been made since the original lot, niche, or crypt was purchased, the owner shall be required to pay the difference between the original lot, niche, or crypt price and the current lot, niche, or crypt price.

**Section 5. Lot Care:**

- a) Perpetual care shall include the cutting of grass at reasonable intervals, seasonal herbicide applications as needed, the raking and cleaning of the grounds, and the pruning of shrubs and trees that may be placed by the management.
- b) The general care or perpetual care assumed by the City of Newton shall in no case mean the maintenance, repair, or replacement of any memorial, tomb, columbarium, or mausoleum placed or erected upon lots, nor the doing of any special or unusual work in the cemetery, including work caused by the impoverishment of the soil, nor does it mean the reconstruction of any marble or granite work on any section or lot, or any portions thereof in the cemetery caused by the elements, an act of God, common enemy, thieves, vandals, accidents, invasions, insurrections, riots, or by the order of any military or civil authority, whether the damage be direct or collateral other than as herein provided.

**Section 6. Rules for Visitors:**

The cemetery grounds will be open to public, typically from sun-up to sundown daily, or as established by City Council resolution. Rules and Regulations regarding use of the cemetery grounds are set by resolution of the City Council. The following rules apply:

- a) No Loud or boisterous talking.
- b) No Idling or loafing on the grounds or in any of the buildings.
- c) No refreshments, food or drink are allowed in the cemetery unless a part of the burial ritual.
- d) No smoking, vaping, or use of tobacco products.
- e) No dogs in burial blocks on cemetery grounds. This rule shall not apply to certified animals assisting persons with disabilities.
- f) No firearms allowed in the cemetery except for a military funeral only.

**Section 7. Privileges & Restrictions:**

- a) No owner of any domestic animal, whether such animal is leashed or unleashed, shall cause or permit such animal, by action or inaction, to be in or within cemetery burial blocks owned or operated by the City at any time. This prohibition shall not apply to certified animals assisting persons with disabilities.
- b) The driving of vehicles on cemetery grounds at a speed greater than 10 mph is prohibited.
- c) Driving any motor car or other vehicles across or upon any grave, lot or lawn, or parking or leaving the same thereon is prohibited; except in the case of equipment or vehicles operated by the City for normal Cemetery maintenance operations.
- d) No lot, niche, or crypt shall be used for any other purpose than for the burial of the human dead.
- e) The City reserves the right to:

- i. Enlarge, reduce, replat or change the boundaries or grading, including the right to modify or change the location of or remove or re-grade roads, drives, or walks, or any part thereof.
- ii. Lay, maintain and operate, or alter or change pipe lines or gutters for sprinkling systems, drainage, etc.
- iii. Use cemetery property not sold to individual plat owners for cemetery purposes.
- iv. Perpetual right and control of ingress and egress over lots for the purpose of passing to and from other lots.
- v. The City reserves, and shall have the right to correct any errors that may be made in making interments, disinterments, or removals or in the description, transfer or conveyance of any interment property, either by canceling such conveyance or by replacing with a similar location, as may be selected by the City, or in the sole discretion of the City, or by refunding the amount of money paid on account of said purchased. In the event an error involves the interment of the remains of any person in such property, the cemetery reserves, and shall have the right to remove or transfer such remains so interred to such other property of equal value and similar location as may be substituted and conveyed in lieu thereof.

f) Descriptions of lots shall conform to the cemetery plats which are kept on file with the City in the Community Development Office.

**Section 8. Interments & Disinterments:**

- a) The cemetery will open for interments from 7:30 am to 2:30 pm daily. Additional fees shall apply for weekdays after: 2:30 pm, Saturday, Sunday, and holiday burials or interments. See Section 14. – Fees.
- b) The following holidays are observed by the City of Newton:
 

|                 |                                                                   |
|-----------------|-------------------------------------------------------------------|
| ▪ Good Friday   | ▪ Thanksgiving Day                                                |
| ▪ Memorial Day  | ▪ the day after Thanksgiving                                      |
| ▪ July 4th      | ▪ Christmas Day                                                   |
| ▪ Labor Day     | ▪ New Year's Day                                                  |
| ▪ Veteran's Day | ▪ City Floating Holiday (occurrence varies – as set by the Mayor) |

Exceptions may be made where an unreasonable hardship may be caused or by order of the Board of Health. Special interments made by this cause will require additional charge. See Section 14. – Fees.

- c) All funerals on entering the cemetery shall be under the charge of the cemetery management and once a casket containing a body is within the confines of the cemetery, no funeral director nor his embalmer, assistant, employee, or agent shall be permitted to open the casket or to touch the body without the consent of the legal representative of the deceased, or an order signed by a Court of Competent Jurisdiction.
- d) All orders for interments in lots, niches, or crypts must be signed by the owner of the lot, niche, or crypt or the owner's legal representative. When this is impossible because of illness or other

reasonable cause, text message, email, fax or telephone permission will be accepted but will make the person calling responsible and any change of location made after the opening is begun shall be at the expense of the lot, niche, or crypt owner. Should the lot, niche, or crypt owner fail or neglect to make such designation, the cemetery reserves the right to make interment in accordance with normal cemetery procedure. The cemetery assumes no responsibility for any error in such location and an additional charge will be made for any change requested.

- e) If cemetery management receives direction from a lot, niche, or crypt owner or funeral home to open a grave site, and then a change is made after the site is opened, an additional charge will be assessed to the owner or funeral home making the initial request.
- f) Cemetery personnel or designated contractual services hired by the City of Newton will be the only workers permitted to open and close graves. Others may be allowed to observe or participate in a ceremonial manner as approved by the Cemetery Management on a case-by-case basis.
- g) No bodies shall be buried or interred within or on any lot, niche, or crypt in the cemetery unless previous arrangements have been made with, and permission given, by the cemetery. Persons requesting openings will be responsible for payment of work.
- h) Lots, niches, or crypts shall not be used for any other purpose than the burial of human remains and shall be for members of the family only, except where written permission of the owner is filed with the City.
- i) Burials shall conform to all applicable State of Iowa codes, regulations, and guidelines.
- j) Graves for adults shall not be less than 5' deep, and for children not less than 3' deep. All graves shall be dug by cemetery personnel or by contracted services hired by the City, and shall be paid for in advance, or guaranteed by the undertaker in charge in writing.
- k) In all areas except designated Veteran's blocks, the interment of multiple bodies in one lot or space, up to a total of two bodies in either combination of one adult casketed remains and one additional cremation remains or two cremation remains, shall be permitted, as long as adequate or useable space exists, as determined by the City. Said multiple burials shall all be of one family unit, and could also include separate casketed parent and casketed child burials, or two separate casketed child burials, also if space exists as determined by the City.
- l) To eliminate sunken graves caused by the collapse of wooden outer containers, it is required that all burials must be made in outer receptacles made of reinforced concrete.
- m) The use of surface burial vaults is prohibited.
- n) All charges for interments or services in connection therewith, shall be paid at the Community Development Office and payment of any and all indebtedness due the cemetery must be arranged for before interment is made.
- o) The right is reserved by the City to require at least two business days advance notice prior to any interment. Additional notice of three business days required during the months of December through March or if adverse conditions exist, i.e. heavy snow, frozen ground, etc. All interments and disinterments must be made in the manner, and upon the charges fixed by the City.
- p) The cemetery will not be liable for the interment permits nor for the identity of the person sought to be interred.
- q) Disinterments will be made in the manner prescribed by the Laws of the State of Iowa. A written request for disinterment, with the proper permit as required by Iowa state law

attached, must be filed with the Community Development Office at least one week prior to any disinterment. Graves will be re-opened for inspection only for investigation. Removal of bodies from graves shall be made only between April 1 and November 1, and the work shall be performed by cemetery employees and paid for in advance.

**Section 9. Floral Decorations, Plantings, & Other Decorative Items:**

- a) The cemetery will undertake to maintain, as may be practicable, the planting of trees and shrubs, to preserve and maintain landscape features, but does not undertake to maintain hanging baskets or urns of plants.
- b) The cemetery encourages the use of floral tributes on the graves of loved ones, however, the beauty and continuity of the cemetery depends on the cooperative efforts of all families who have loved ones in the cemeteries care.
- c) Clean-up Times will be: The 1<sup>st</sup> full week of April and the 1<sup>st</sup> full week of October weather permitting. During this clean-up City Cemetery staff will remove all cemetery decorations that have been placed on burial spaces. Persons who have left decorations that they would like to keep must remove them prior to the dates listed above. All decorations not permanently attached to a headstone or the foundation left after the start of clean-up will be removed and thrown out. Once clean-up week is over the public will again be able to place decorations until the next removal period begins.
- d) Flower Regulations: Fresh cut flowers and artificial bouquets when set into the permanent containers/vases on the foundations will be permitted at all times. Permanent containers/vases must be made of granite, bronze or aluminum. No glass containers allowed. Flowers/bouquets will be removed when they become unsightly. Flowers stuck in the ground will not be permitted. The City assumes no liability for damage to fresh flowers and plants caused by periodic spraying of weeds, mowing or weed eating.
- e) Plantings: Trees, bushes, flowers or any other live plants are not permitted on or around the burial space.
- f) No benches, hedges, fences, landscape edging or enclosures of any kind will be permitted on or around burial plots.
- g) Donations of trees, plantings or benches can be made to the cemetery with the approval of the Community Development Director or their designee. All donated items will be purchased and installed by City staff upon completion of the donation information form and payment of all related costs by the donor. Installment dates, location, bench style and plant/tree species will be determined by the Community Development Director or their designee. All donated items become the property of the City. The City will make every effort to maintain donated items, but will not guarantee survival or replacement if damaged. Due to space restrictions, the City reserves the right to limit the number of donations accepted.
- h) Regulations Regarding Items Other Than Flowers: The permanent placing of toys, boxes, ornaments, and similar articles may ONLY be located on the foundation of the monument. Glass objects are not permitted. Such items must be permanently attached to the foundation and can exceed no more than 12" in height and are limited to no more than 2 items per monument. A metal, single stem flag holder no more than 30 inches above ground surface is allowed if placed adjacent to the foundation. Flags can be placed in the flag holders and shall not extend more than 36 inches above the ground surface. A single shepherd's hook, no more than 42 inches in height, may be placed immediately adjacent to the foundation with one

hanging basket allowed. The City of Newton is not responsible for these items and if items are placed in areas other than in the permanent container on the monument, the City reserves the right to remove the items not in compliance with regulations.

i) A single wreath or bud vase (not both) is permitted on a niche space at the columbarium provided the following criteria are met:~~No flowers, wreaths, plantings or other objects are allowed on or at base of columbarium at any time.~~

i) The wreath may be no more than 8" diameter and must be centered on the niche so that it does not cross or extend beyond the boundary of the niche. If any decoration, or portion thereof, is observed to extend beyond the boundaries, the City of Newton will remove the decoration, but not the mounting apparatus. Families understand that mounting apparatus may cause damage to the plaque and that the City of Newton is not responsible in the instance that mounting apparatuses fail or fall from the niche.

- The single bud vase, mounted to the niche plaque at the columbarium, is permitted provided the bud vase shall ordered through the City of Newton Parks Office to ensure consistent size, design, and material (bronze). The bud vase shall be installed by the City of Newton Parks Staff.

- The bud vase shall be mounted in such a manner that the vase and its contents do not extend beyond the boundary of the niche.

j) Artificial wreaths and evergreen blankets are permitted between November 1st and the first clean-up of each calendar year which occurs the first full week in April.

k) The City of Newton does not assume any responsibility for the loss or damage of any floral decorations, other memorials or their containers.

#### **Section 10. Marker/Monument Regulations:**

To perpetuate the beauty and continuity of the cemetery, the City reserves the right to enforce all rules and regulations here set forth and others that might seem necessary for a particular situation.

- All memorial work must be approved by the City as to material, design, inscription and location on the lot.
- Any unauthorized memorial work will be removed from the grave at the expense of the monument company until proper arrangements have been made at the Community Development Office.
- No memorial work will be allowed on lots or graves until all cemetery obligations to the City are paid in full.
- In the event that a lot is purchased for multiple burials, only 1 marker per single lot is allowed. A "monument" may be a "Head Marker" (single stone), a "Flush Marker" (single stone set flush to the ground), or a "Companion Marker" (a single or double stone with more than one name inscribed).
- See Section 11 and Section 12 for marker/monument regulations specific to both Union Cemetery and Memorial Park Cemetery.
- Only granite or bronze will be permitted in all memorial work.
- Any memorial work not approved by the City and not meeting the criteria set forth in this section shall be removed at the expense of the contractor.

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- h) Striving for surroundings of peace and beauty as a setting for memorial work prohibits advertising of any description within the cemetery. However, a small emblem or insignia inconspicuously located on the memorial will be permitted.
- i) No monument will be permitted without prior approval of the City. All foundations shall comply with City specifications or be subject to removal. Monument size and foundation specifications are stated in Appendix "A" to this document. Lot location and inspection costs for foundations are set by Resolution of the Newton City Council. It shall be the responsibility of the individual or company selling the monument to pay for this fee.
- j) Cemetery management will flag the dedicated lot to show the monument salesperson or monument company representatives where the marker is to be placed.
- k) Cemetery personnel will only set the foundation for a Veteran's headstone not located in a designated Veteran's block; the funeral home who handles the burial will be billed. The price of setting is set by Resolution of the City Council. These foundations may also be set by monument companies in accordance with Cemetery rules and regulations.
- l) Cemetery personnel will not help unload or place any markers for the salesperson.
- m) All monument salespersons are to contact the cemetery management before constructing or pouring foundations on any lot in the cemetery.
- n) All monument companies will keep an up-to-date list of all foundations and markers delivered to the Cemetery, and provide same to cemetery management on a yearly basis.
- o) After a salesperson has been billed for the setting of a marker, if the bill is not paid within 30 days, the City has the right to refuse to let anyone else set any markers for this salesperson until all bills are paid.
- p) The temporary marker provided by the funeral directors are assumed to be short lived and the City assumes no responsibility for them.

**Section 11. Marker/Monument Regulations for Union Cemetery:**

- a) In all Blocks except designated Veteran's Blocks, markers shall not exceed 22" in height.
- b) In all Blocks except designated Veteran's Blocks two-piece markers or monuments will be allowed.
- c) All markers must be granite or bronze and shall not be coated with paint, stain, shellac, etc.
- d) No markers allowed at foot of graves in all Blocks and designated Veteran's Blocks.
- e) Military markers not located in the Veteran's Blocks are required to have a foundation. Markers shall be placed in the area of a normal setting.
- f) Military markers located in designated Veteran's Blocks shall be marked with one Government Issue, flat, gray granite Veteran's marker 24 inches in length, 12 inches in width and not less than four, nor more than six inches thick, or a like marker obtained from other sources.
- g) No permanent vases are allowed to be put in the Veteran's section.

**Section 12. Marker/Monument Regulations for Memorial Park Cemetery:**

- a) Markers shall be flush with the ground and must be granite or bronze and shall not be coated with paint, stain, shellac, etc.

- b) No markers allowed at foot of graves.
- c) Monument size and foundation specifications are stated in Appendix “A” to this document

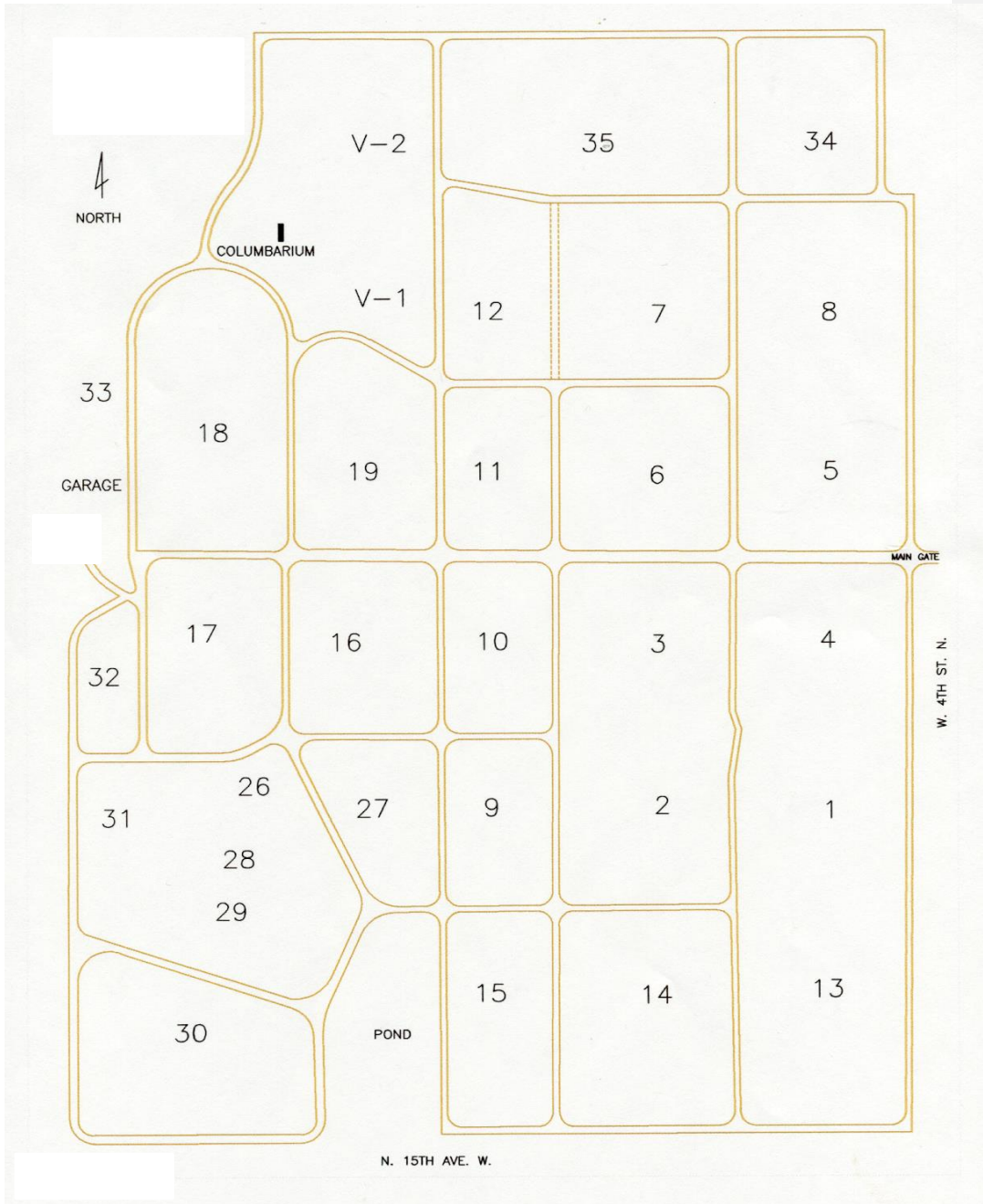
**Section 13. Columbarium Rules & Regulations:**

- a) One burial of ashes per single niche and two per double niche.
- b) All Bronze nameplates will be ordered by the Community Development Office. Cemetery personnel or a monument company, under the supervision of the City of Newton, will place the nameplate.
- c) All opening and closings of niches shall be made under the direction of the City.
- d) All interments and disinterments shall be done in accordance with Section 8 of this document.
- e) No flowers or objects shall be placed on or around the Columbarium and will be subject to removal by cemetery personnel. The City of Newton is not responsible for the theft or loss of any objects placed on or near the columbarium. [See Section 9 regarding niche small wreath or vase allowance.](#)
- f) No plantings of trees, bushes flowers or any other live plants are permitted on or around the Columbarium.
- g) City of Newton is not responsible for the replacement of discolored or damaged bronze nameplates.

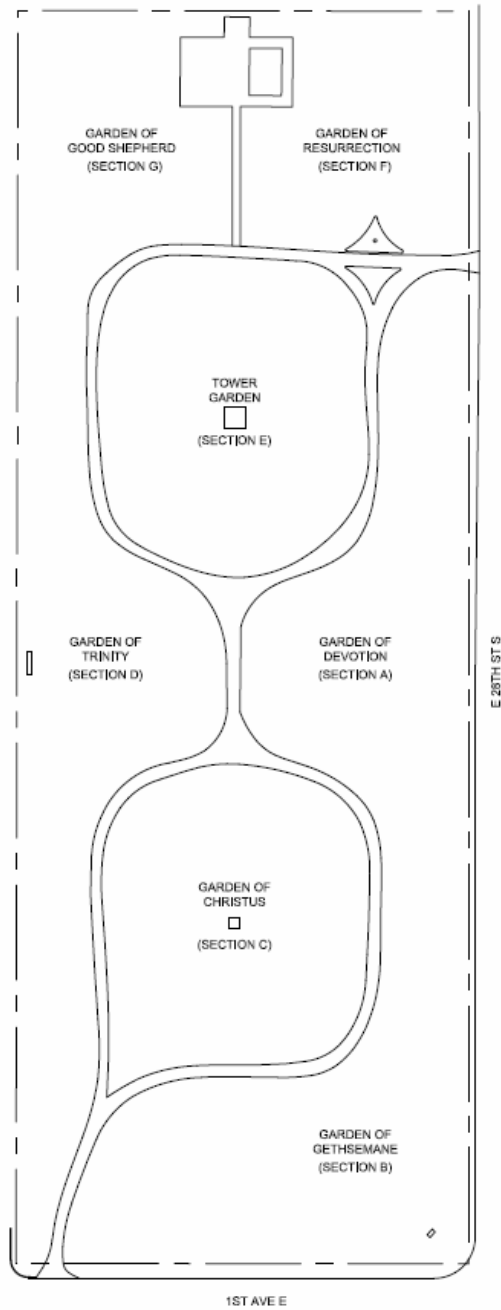
**Section 14. Fees:**

- a) All fees related to Union Cemetery and Memorial Park Cemetery shall be per the latest revision or update to the City of Newton fee schedules, which are approved by City Council resolution.

**Map of Union Cemetery**  
**Map of Memorial Park Cemetery**



4  
NORTH



**Appendix A**  
**Monument & Foundation Specifications for**  
**Newton Union Cemetery & Memorial Park Cemetery**

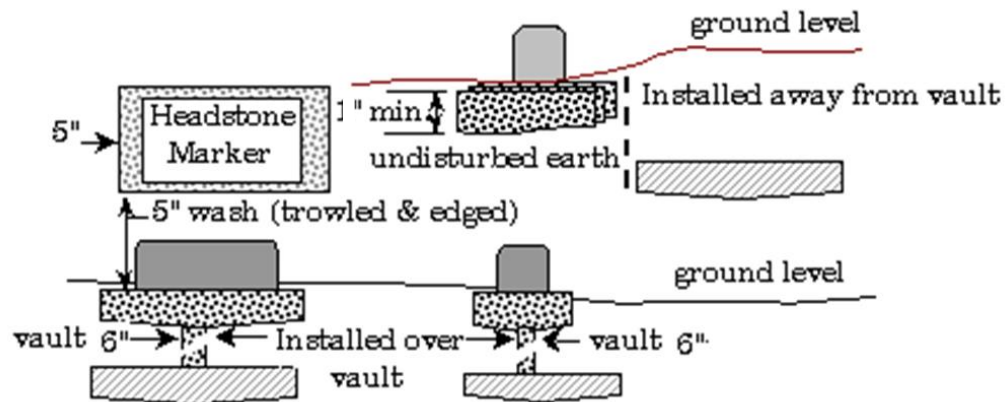
The following specifications are for monument and foundations installed in both Union Cemetery and Memorial Park Cemetery and will be enforced by management.

1. **Location:** Cemetery staff shall mark the location of the lot for each foundation or marker to be set and shall approve the location on the lot. The contractor is responsible for the positioning of the foundation as per order given by monument company/funeral home, so long as that position is not in conflict with established city guidelines.
2. **Size:** The size of the foundation is determined by the size of the monument being placed on the foundation and a minimum of 5" on all sides of the marker/monument. Permanent floral containers may be placed on the foundation at each end or center of the marker/monument. No permanent floral containers shall be allowed in the Veteran's Blocks. NOTE: It shall be the responsibility of the individual or company selling the monument to contact the City of Newton, to assure the size of the lot will accommodate the foundation. See chart below for maximum monument dimensions.

|                               | Maximum          | Maximum         | Maximum          | Maximum                |
|-------------------------------|------------------|-----------------|------------------|------------------------|
| Union Cemetery                | Length of Marker | Width of Marker | Height of Marker | Foundation             |
| Single Space                  | 28 inches        | 18 inches       | 22 inches        | 38 inches x 28 inches  |
| Single Baby land Space        | 20 inches        | 12 inches       | 16 inches        | 30 inches x 22 inches  |
| Single Veteran's Space        | 24 inches        | 12 inches       | flush to ground  | no foundation required |
| Double Spaces                 | 62 inches        | 18 inches       | 22 inches        | 72 inches x 28 inches  |
| <b>Memorial Park Cemetery</b> |                  |                 |                  |                        |
| Single Space                  | 28 inches        | 18 inches       | flush to ground  | no foundation required |
| Double Spaces                 | 60 inches        | 18 inches       | flush to ground  | no foundation required |

3. **Placement:** Monuments on single spaces must be centered at the head of the plot. For double spaces it must be centered between both spaces.
4. **Inspection:** The cemetery management shall inspect all foundations prior to delivery of concrete. If any violations are found, said violations must be corrected prior to delivery of concrete. All cost associated with the foundation will be the responsibility of the contractor and not the City of Newton.
5. **Fee:** A lot location and/or inspection fee established by City Council shall be charged for each monument set.
6. No stone shall be set or foundation constructed prior to the interment of all parties named without the permission of the Community Services Director or their designated representative.
7. The base or foundation shall be constructed to a minimum depth of 1' the full width of the foundation. If set above vault at least 6" must contact vault. **(SEE DIAGRAM BELOW).**
8. The top of the base or foundation shall be level in all directions with its top at the highest ground elevation.
9. All stones shall be set in line with the other stones in same row.
10. All forms for the bases or foundations shall be removed and backfilled within 2 weeks.
11. Foundations are currently only required at Union Cemetery and must be of concrete made of 3 parts sand or gravel to 1 part cement.

### Stone Foundations & Stone Setting



## City of Newton Council Report

**Item:**

Resolution approving an amendment to the adopted Low-Moderate Income Set Aside Policy

**Summary:**

Suggested amendments to Section I. of the LMI Housing Set-aside policy.

**Financial Impact:**

None at this time

**Report Number:** 2025-901

**Date:**

August 4, 2025

**Lead Department:**

Community Development

**Recommendation:**

Approve

**Background:**

The City of Newton has identified housing development as a serious need for the community. Some barriers to providing housing options are the cost of infrastructure construction, the cost of labor and materials, and the challenge of enticing regional developers into the community. To address such barriers to general housing development, the City of Newton utilizes Tax Increment Financing (TIF), when and where City Council has determined it is appropriate. When TIF funding is used for residential development, State of Iowa law requires that the City of Newton set aside a portion of the newly generated tax increment for Low-Moderate Income (LMI) Housing throughout the community.

It is important to note that these funds are not General Funds, but rather part of the new tax increment from the new housing development. General tax payer dollars are not utilized for this purpose.

The LMI Housing Set Aside Policy guides the ways in which the City can utilize the required set-aside money. Section I. of the policy establishes the existing housing grants to LMI households program. Councilperson Dalton has made some recommended suggestions, as shown in Attachment A. to the resolution. The changes include:

- Removing interior work category
- Lowering the maximum grant amounts for windows and doors, electrical, and exterior treatments categories
- Increasing the maximum allowed for roofing
- Adding a cap of \$20,000 per household for the lifetime of the program.

**Recommendation:**

Staff does not have a recommendation, as this is a policy matter entirely up to council.

Matt Muckler, City Administrator

**RESOLUTION NO. 2025 – \_\_\_\_\_**

**RESOLUTION APPROVING AN AMENDMENT TO THE  
ADOPTED LOW-MODERATE INCOME SET ASIDE FUNDS  
POLICY**

**WHEREAS**, the comprehensive plan identifies housing development as a community priority; and

**WHEREAS**, the City has utilized Tax Increment Financing as a means for developing new housing; and

**WHEREAS**, State of Iowa Code requires a low-moderate income housing set-aside fund for a portion of the new tax increment from the residential tax increment district; and

**WHEREAS**, a Low-Moderate Income Set Aside Funds Policy provides the necessary guidance on when and where the funds can be used for future projects;

**WHEREAS**, it is desirable to amend the requirements of “Section I. Low-Mod Income Existing Housing Improvement Grant” of the Policy;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of Newton, Iowa, that the Low-Moderate Income Set Aside Funds Policy is hereby amended as shown in Attachment A. of this resolution.

**PASSED** this \_\_\_\_\_ day of August, 2025.

**APPROVED** this \_\_\_\_\_ day of August, 2025.

\_\_\_\_\_  
Evelyn George, Mayor

ATTEST:

\_\_\_\_\_  
Katrina Davis, City Clerk



## **City of Newton Low-Moderate Income Housing Set-Aside Funds Policy**

**Purpose.** The City of Newton has identified housing development as a serious need for the community since the adoption of the 2012 comprehensive plan, *Newton's Future*. Some barriers to providing housing options are the cost of infrastructure construction, the cost of labor and materials, and the challenge of enticing regional developers into the community.

To address such barriers to general housing development, the City of Newton utilizes Tax Increment Financing (TIF), when and where City Council has determined it is appropriate. When TIF funding is used for residential development, State of Iowa law requires that the City of Newton set aside a portion of the newly generated tax increment for Low-Moderate Income (LMI) Housing. The purpose of this policy is to provide guidance on when and how the City intends to utilize the LMI funds throughout the community.

**Policy Goals.** The following are the City's identified goals for the Low-Moderate Housing Set-Aside Funds Policy:

- Assist with the development and construction of high-quality, safe, and affordable housing.
- Support neighborhood revitalization and improve neighborhood livability.

**Policy Areas.** The following program areas accomplish the City's goals for improving and increasing affordable housing in the community.

Any incentive to private persons or entities that may qualify under programs listed in this policy requires additional City Council approval.

- I. **Low-Mod Income Existing Housing Improvement Grant.** Supporting low-moderate income households through the revitalization or rehabilitation of their existing home provides an affordable housing opportunity while also improving existing neighborhood.
  - a. Eligible for rehabilitation/revitalization projects for owner-occupied homes. The applicant must show proof of ownership of the property and proof that the property serves as the owner's primary residence.

- b. The property owner/applicant shall have an income at or lower than 80% of the median income for Jasper County. The applicant shall provide proof of income eligibility by submitting the most recent income tax return.
- c. The City will not invest in a property found to have structural deficiencies that are not planned to be addressed in the work plan. Property owners should plan to have the property available for inspection by City as part of the review of the proposal and funding request.
- d. The maximum grant received per property from the City's LMI set-aside funds will be based on project area. A 25% applicant cash match for each program area shall be met.
  - i. Foundation Work: \$10,000
  - ii. ~~Permanent/Semi-permanent Interior Work, including wall reconstruction, floor refinishing and flooring, cabinetry, paint, etc. Not eligible items include window coverings, furnishings, etc.:~~ ~~\$15,000~~
  - iii. ~~Windows and Doors:~~ ~~\$10,000~~ 2,500
  - iv. ~~ii.~~ HVAC: \$6,000
  - v. ~~iii.~~ Plumbing: \$8,000
  - vi. ~~iv.~~ Electrical: ~~\$5,000~~ 2,500
  - vii. ~~v.~~ Exterior Treatments, including siding, tuck-pointing, stucco, exterior paint, etc.: ~~\$10,000~~ 5,000
  - viii. ~~vi.~~ Roofing: ~~\$6,000~~ 7,500
- e. The maximum allowed for any one household is capped at \$20,000.00 for the lifetime of the LMI Housing Set-Aside Funds program.
- e.f. Floor plans and/or product specific information shall be submitted for City review.
- f.g. All required building and trades permits shall be obtained.

**II. Assistance to New Affordable Housing Construction and State/Federal Affordable Housing Application Financial Support.** Successful affordable housing projects are often the result of public-private partnerships.

- a. Projects that seek Low Income Housing Tax Credits (LIHTC) from the Iowa Finance Authority (or other low-mod income housing programs from a state or federal agency) may be eligible for a local housing grant, funded by the City's LMI set-aside funds.
- b. New construction rental housing projects located within the City of Newton City Limits may qualify for financial assistance in the form of a grant provided at the time a certificate of occupancy is issued.
  - i. Projects under this category shall maintain an affordable rent for households at or below 80% of the median county income. Affordable rent shall be defined as no greater than 30% of the income limit for household size per the Department of Housing and Urban Development.
- c. Projects qualifying for this local grant shall meet the requirement of providing housing to households earning less than 80% of median county income.

- d. The City's Affordable Housing Application Financial Support shall be in the form of a reimbursement grant, in an amount determined by City Council before the project is initiated. The reimbursement grant is issued to the developer at the time the project is completed and the Certificate of Occupancy is issued.
- e. All City approvals and permits, as required by the adopted codes, shall be obtained.

### III. **Neighborhood Sidewalk Construction, Reconstruction and ADA**

**Improvements.** Infrastructure development and improvement is important for the revitalization of low and moderate income neighborhoods. Sidewalks are a critical piece of neighborhood infrastructure and have a significant impact on neighborhood livability. Walkable neighborhoods are directly connected to lower obesity rates, higher property values, and improved quality of life. As Bereitschaft writes in his article for *Urban Science* about walkability and housing affordability, "overall there is reason for concern that households earning the median income or below may have more limited access to safe, walkable neighborhoods proximal to job centers."<sup>1</sup>

Through the improvement of sidewalks, the City will uplift the livability for many low and moderate income neighborhoods and residents.

*City Construction Projects.* The City may reconstruct existing sidewalks, construct new sidewalks, and/or make ADA improvements in low and moderate income neighborhoods using LMI set-aside funds under the following guidance:

- a. The City has conducted an income survey of the residents of properties adjacent to the proposed sidewalk or ADA improvements and determined that the majority of the households have an income at or lower than 80% of the median income for Jasper County.
- b. The sidewalk or ADA improvement(s) are constructed in accordance to the City's adopted standards.

*Private Construction Projects.* The City may provide sidewalk construction/reconstruction or ADA improvement grants (as a reimbursement) to property owners from LMI set-aside funds under the following guidance:

- a. The owner(s) of the property or the resident (tenant) of the property adjacent to the proposed public sidewalk/ADA improvement has an income at or lower than 80% of the median income for Jasper County; **OR** the owner of the property adjacent to the proposed public sidewalk/ADA improvement is a non-profit affordable housing entity or a partner of a non-profit affordable housing entity and is engaged in the construction of a new affordable home at the location.

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<sup>1</sup> Bereitschaft B. Neighborhood Walkability and Housing Affordability among U.S. Urban Areas. *Urban Science*. 2019; 3(1):11. <https://doi.org/10.3390/urbansci3010011>

- b. The sidewalk or ADA improvement(s) are constructed in accordance to the City's adopted standards and all necessary permits are obtained.

IV. **Neighborhood Revitalization and Blight Removal.** Acquiring and removing blight in neighborhoods uplifts property values for the surrounding property owners. In addition, it provides a redevelopment lot for the construction of a new affordable home.

*City acquisition and demolition.* The City will utilize LMI set-aside funds for the acquisition and demolition of dilapidated property under the following guidance:

- a. The property or properties exhibit conditions or defects that render the structure dangerous or blighted (see 1997 Uniform code for the Abatement of Dangerous Buildings), and/or the property was acquired through the process described by State of Iowa Code Section 657A.10A (Abandoned Buildings).
- b. The property or properties, once acquired by the City cleared of blight, will be utilized for the construction of affordable housing by or in conjunction with a non-profit housing partner (such as Habitat for Humanity, Homes for Iowa, etc.), or by any other private housing developer constructing a project eligible for state or federal low income housing tax credits or grants, or by any other private housing developer who successfully sells the home to a household at or lower than 80% of the median income for Jasper County.
- c. The property or properties, once cleared of blight, may be sold to an income-qualified, adjacent property owner for the benefit and enhancement of their existing home site when utilized as additional yard space.
  - i. The City of Newton will use the buyer's most recent income tax return to verify income eligibility at or below 80% of the median income for Jasper County.
- d. If the City of Newton acquires and demolishes any property utilizing the LMI set-aside fund, but then sells, deeds, or otherwise utilizes the property for any purpose other than affordable housing, then the City of Newton will reimburse the LMI set-aside fund an amount equal to the cost of said property's acquisition and demolition from another revenue source (lot sales, general obligation bonds, or other).

*Private Sector acquisition and demolition.* Private citizens that have an income at or lower than 80% of the median income for Jasper County may privately purchase and demolish a blighted structure in their neighborhood and receive a reimbursement grant for the acquisition and demolition under the following guidance:

- a. The acquired property exhibits conditions or defects that render the structure dangerous or blighted. (see 1997 Uniform Code for the Abatement of Dangerous Buildings)
- b. A copy of the settlement statement from the purchase of the property, a copy of the recorded deed showing ownership, and a copy of the paid invoice for the demolition shall be provided to the City following the completion of the project prior to reimbursement.
- c. A demolition permit shall be obtained prior to demolition work commencing.

*Dead or Dying Tree Removal.* Property owners that have an income at or lower than 80% of the median income for Jasper County may apply for a reimbursement grant for the removal of a dead or dying tree at the property in which they reside. The applicant shall provide proof of income eligibility by submitting the most recent income tax return.

- a. The subject “dead tree” shall be documented as dead or dying by a report provided by a certified arborist and/or an inspection completed by City staff. Seasonal photographs submitted by the applicant may also be required, depending on the time of year the grant request is made.
- b. Grants shall be provided as a reimbursement of completed work. A 25% applicant match is required. The applicant shall provide a copy of paid invoices and the City will inspect the property to verify work has been completed.
- c. The maximum award per removed tree is \$1,000.