

5. Industrial Uses.

INDUSTRIAL USES	ZONING DISTRICTS						
	A-1	C	FP	M-1	M-2	R-1	R-3
Alternative Energy Production Devices (Large-Scale, Commercial, Manufacturing)				P	P		
Biofuel Distillation Facilities					P		
Construction Yards				C	C		
Junk Yards				C	C		
Manufacturing				P	P		
Recycling Collection or Processing					P		
Resource Extraction – Minerals and Ores					C		
Resource Extraction – Oil and Gas					C		
Resource Extraction – Sand and Gravel	P				P		
Resource Extraction – Timber	C				C		
Salvage Services				C	C		
Vehicle Storage (Long-Term)				C	C		
Warehousing				P	P		

6. Miscellaneous Uses.

MISCELLANEOUS USES	ZONING DISTRICTS						
	A-1	C	FP	M-1	M-2	R-1	R-3
Amateur Radio Tower	C			C	C		
Construction Batch Plant				P	P		
Garbage Dump and Landfill	C				C		
Solar Energy System	C			C	C	C	
Tower or Transmitting Station	C			C	C	C	
Wind Energy Conservation System	C						

7. Transportation Uses.

TRANSPORTATION USES	ZONING DISTRICTS						
	A-1	C	FP	M-1	M-2	R-1	R-3
Aviation Facility	C				P		
Helipad	C	C		C	C		

Railroad Facility				P			
Truck Terminal				P			

8. Residential Uses.

RESIDENTIAL USES	ZONING DISTRICTS						
	A-1	C	FP	M-1	M-2	R-1	R-3
Manufactured Home	C					C	P
Mobile Home	C					C	P
Multi-Family Dwelling or Apartment Home						P	
Seasonal Dwelling	P					C	
Shouse	P					C	
Single-Family Detached Dwelling	P					P	
Three Unit Dwelling						P	
Two-Family Dwelling						P	

165.37 SIGNS. All signs and billboards shall be maintained in a neat and presentable condition and in the event their use ceases, they shall be removed within 30 days and the surrounding area restored to a condition free from refuse and debris. All temporary, illuminating, flashing, portable signs must secure a Sign Permit from the City Administrator, allowable only in commercial and industrial/manufacturing districts and valid for a maximum time limit of 72 hours. Such Sign Permit will not be renewed to the same person or business for 14 days. The 14-day period is calculated from the first day, as written on the Sign Permit.

1. Floodplain Districts. In a floodplain district the following signs are permitted:
 - A. Traffic and official signs.
 - B. Temporary signs pertaining to the sale or lease of property, or to activities conducted on the property; provided, however these shall not exceed 30 square feet in area.
2. Agricultural Districts. In an agricultural district the following signs are permitted:
 - A. Name plates, not to exceed one square foot in area.
 - B. Church or public bulletin boards.
 - C. Temporary signs advertising the lease or sale of the premises, not to exceed 12 square feet in area.
 - D. Bulletin boards and signs pertaining to the lease, hire or sale of a building premises, or signs pertaining to any material that is grown or treated within the district; provided, however, such signs shall be located upon or immediately adjacent to the building or in the area in which such materials are treated, processed, or stored.
3. Residential Districts. In a residential district the following signs are permitted:
 - A. Name plates not to exceed one square foot.
 - B. Church or public bulletin boards.
 - C. Temporary sign advertising the lease or sale of the premises not to exceed 12 square feet in area.

D. Facilities, other than single-family dwellings, normally required to provide an attractive residential area may illuminate signs, bulletin boards, and name plates only with indirect not-intermittent light that does not exceed 60 watts.

E. Signs for home occupations not exceeding six square feet in area.

F. Signs must not project more than four feet above the roofline.

4. Commercial Districts. The following signs are permitted in all commercial districts:

A. Signs permitted in residential districts;

B. Any exterior sign shall pertain only to a use conducted within the building and be integral or attached thereto. No sign may project over any street line (back of curb) or extend more than six feet over any building line whether fixed to the building or any other structure. In no case shall any sign project more than four feet above the roof line, and the total area of all signs pertaining to the business conducted in a building shall not exceed two square feet in area for every lineal foot occupied by the front of the building displaying such sign, but not to exceed lot frontage. Where the lot adjoins an residential district, the exterior sign shall be attached flat against the building and shall not face the side of the adjacent lot located in the residential district; however, this does not apply to the side of the building which is opposite the side adjoining the residential district;

C. One post sign or business identification sign, provided, however, that said post sign shall not have a surface area of greater than 40 square feet on any one side thereof and no more than two sides of post sign shall be used for advertising purposes. The bottom of said post sign or surface area thereof shall not be less than 12 feet above the sidewalk or above the surface of the ground upon which it is erected, and the total vertical dimension of 12 feet or horizontal dimension of said sign shall not be greater than seven feet. Total maximum height of said sign shall not be over 24 feet. The term post sign shall not be deemed to include any sign advertising the trade name, merchandise, or service of any person, firm, or corporation who pays a consideration for the privilege of placing, maintaining, or using any portion of said sign to the owner or occupant of the premises upon which said sign is erected or placed, and said post sign shall not extend over street right-of-way lines or otherwise obstruct or impair the safety of pedestrians or motorists.

5. Manufacturing Districts. All signs allowed within the commercial district are allowed within the Light Industrial District and the Heavy Manufacturing District.

6. Outdoor Advertising Signs. In all districts where permitted, signs shall be set back from the proposed right-of-way line of any State or federal highway, any major City thoroughfare so designated by the Official Major Street Plan, and from the right-of-way line of any other street or highway. Signs erected in a manner as to obstruct free and clear vision of streets, alleys, or driveways or erected, designed, or positioned to interfere with, obstruct, or be confused with any authorized traffic sign, signal, or device, which may mislead or confuse traffic, shall be permitted in all zoning districts. No sign shall be permitted which faces the front or side lot line of any lot in any residential district used for residential purposes within 100 feet of such lot lines, or which faces any public parkway, public square or entrance to any public park, public parochial school, church, cemetery, or similar institution, within 300 feet thereof, unless said sign is a single-faced wall (fascia) sign that is parallel to its supporting wall and not extending more than 12 inches from the wall.

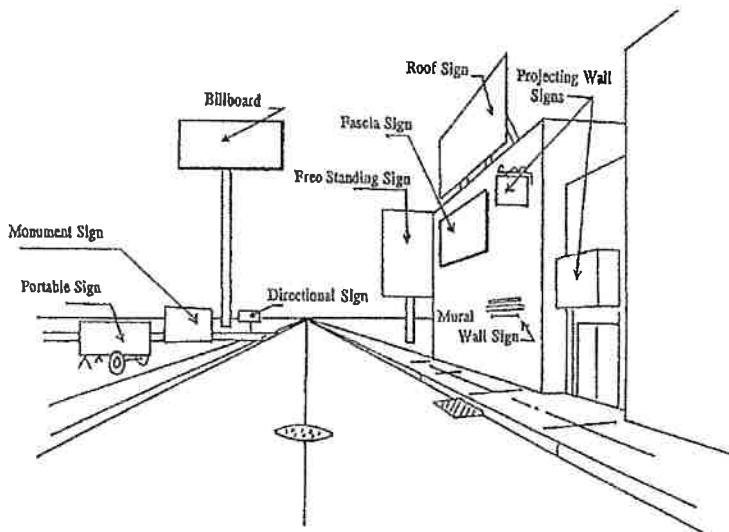


Figure 6 – Sign Types

165.38 OFF-STREET PARKING AND LOADING REQUIREMENTS

1. General. In conjunction with any principal building hereafter erected or any use of land hereafter established, there shall be provided on the same lot therewith sufficient parking spaces to meet the minimum requirements specified herein.

2. Minimum Parking Requirements.

A. Auditoriums, assembly halls, dance halls, theaters, gymnasiums, skating rinks, and other commercial recreation use. One space for each four seats or bench seating capacity

B. Home occupation. One space per dwelling unit plus three spaces for each 200 square feet of floor area devoted to said home occupation

C. Hospital, group care, and nursing facilities, or similar uses. One space for each three beds, plus one for each two employees

D. Hotel or Lodging, Bed and Breakfast. One space for each sleeping room or unit.

E. Industrial /or manufacturing. One space for each two employees on the maximum working shift plus space to accommodate all trucks and other vehicles used in connection with regular operations.

F. Residential.

(1) Single-family dwelling. Two parking spaces

(2) Multi-family dwelling.

a. For each one-bedroom dwelling unit: one parking space.

b. For each two-bedroom dwelling unit: One and a half parking spaces rounded up to the nearest whole number.

c. Larger than two-bedroom dwelling unit: two parking spaces.

(3) Mobile homes. Two parking spaces for each mobile home lot plus one additional space for each 10 mobile homes

3. Application of Parking Requirements. The parking space requirement for a use not specifically mentioned use herein shall be the same as required for a use of a similar nature.

- A. Whenever a building erected or established after the effective date of this Zoning Code is enlarged in floor area, number of employees, number of dwelling units, seating capacity, or otherwise, to create a need for an increase of 10 percent or more in the number of existing spaces, such parking spaces shall be provided based on the expansion or change.
- B. Whenever a building existing prior to the effective date of this Zoning Code is enlarged to the extent of 50 percent or more in floor area, said building or use shall then and thereafter comply with the parking requirement set forth herein.
- C. All parking spaces required herein shall be located on the same lot with the building or use served, except that where an increase in the number of spaces is required by a change or enlargement of use, or where such spaces are provided collectively or used jointly by two or more buildings, establishment of the required spaces may be located not to exceed 400 feet therefrom.

4. Off-Street Loading. Off-street loading and unloading space with proper access from street or alley and with at least 14 feet of vertical clearance shall be provided, either within or outside the building to adequately serve the use on the lot. All off-street loading or unloading spaces shall have an all-weather surface to provide safe and convenient access and use during all seasons.

165.39 NON-CONFORMING BUILDINGS, STRUCTURES, AND USES OF LAND.

- 1. General. A non-conforming building or structure existing at the time of adoption of the Zoning Code may be continued, maintained, and repaired, except as otherwise provided in this section. Nothing in this chapter shall prevent the strengthening or restoring to a safe condition any part of any building or structure declared unsafe.
- 2. Alteration or Enlargement of Building and Structure. A non-conforming building or structure shall not be added to or enlarged in any manner unless said building or structure, including additions and enlargements, is made to conform to all the regulations of the district in which it is located; provided, however, that if a building or structure is conforming as to its use, but non-conforming as to yards or height or off-street parking space, said building or structure may be enlarged or added to, provided that the enlargement or addition complies with the yard and height and off-street parking requirements of the district in which said building or structure is located. No non-conforming building or structure shall be moved in whole or in part to another location on the lot unless every portion of said building or structure is made to conform to all of the regulations of the district in which it is located.
- 3. Building Vacancy. A building or structure or portion thereof, which is non-conforming as to use, which is or hereafter becomes vacant and remains unoccupied for a continuous period of one year shall not thereafter be occupied except by a use that conforms to the use regulations of the district in which it is located.
- 4. Destruction of Non-Conforming Building or Structure. Any non-conforming building or structure that has been or may be damaged by fire, flood, explosions, earthquake, war, riot, or any other act of God, may be reconstructed and used as before if it can be done within 12 months of such calamity, unless damaged more than 50 percent of its fair market value, as determined by the Board of Adjustment, at the time of the damage, in which case reconstruction shall be in accordance with the provisions of this chapter.
- 5. Change of Uses. A non-conforming use of a conforming building or structure may be expanded or extended into any other portion of the structure, provided the structure was manifestly arranged or designed for such use at the time of adoption or amendment of the Zoning Code, but no such use shall be extended to occupy any land outside such building. If such a non-conforming use, or a portion thereof is discontinued or changed to a conforming use, any future use of such

building, structure, or portion thereof shall be in conformity with the regulations of the district in which such building or structure is located. A vacant or partially vacant conforming building or structure may be occupied by a use for which the building or structure was designed or intended if occupied within a period of one year after the effective date of this Zoning Code, but otherwise it shall be used in conformity with the regulations of the district in which it is located. The use of a non-conforming building or structure may be changed to a use of the same or a more restricted district classification; but where the use of non-conforming building or structure is changed to a use of a more restricted district classification it thereafter shall not be changed to a use of a less restricted district classification; provided, however, a building or structure that is non-conforming at the time of adoption of the Zoning Code is not in violation. For the purpose of this subsection only, the Residential District (R-1) shall be considered the most restrictive and the Heavy Industrial District (M-2) the least restrictive district.

6. **Swimming Pool Fences.** The lawful use of a swimming pool existing at the effective date of the Zoning Code may be continued, provided that the owner takes immediate action to bring the non-conforming pool into compliance with Section 165.20.

165.40 NON-CONFORMING USES OF LAND. A nonconforming use of land, where the aggregate value of all permanent buildings or structures is less than \$500.00, existing at the time of adoption of the Zoning Code, may be continued three years therefrom, provided that:

1. Said non-conforming use may not be extended or expanded, nor shall it occupy more area than was in use the effective date of the Zoning Code.
2. If said non-conforming use or any portion thereof is discontinued for a period of six months, or changed, any future use of such land, or change in use, shall be in conformity with the provisions of the district in which said land is located.

165.41 ADDITIONAL REQUIREMENTS, EXCEPTIONS, MODIFICATIONS, AND INTERPRETATIONS. The requirements and regulations specified elsewhere in this chapter shall be subject to the additional requirements, exceptions, modifications, and interpretations contained in this section.

1. **Height and Size Limits.** Height limitations stipulated in this chapter do not apply in the following situations:

- A. To barns, silos, or other farm buildings or structures on farms provided these are not less than 50 feet from every lot line.
- B. To church spires, belfries, cupolas and domes, monuments, water towers, fire and hose towers, masts, and aerials.
- C. To parapet walls extending not more than four feet above the limiting height of the building. However, if in the opinion of the Zoning Administrator, such structure would adversely affect adjoining or adjacent properties, such greater height shall not be authorized except by the Board of Adjustment.
- D. To bulkheads, conveyors, derricks, elevator penthouses, water tanks, monitors and scenery lofts; to monuments, fire towers, hose towers, cooling towers, grain elevators, gas holders or other structures, where the manufacturing process requires a greater height than specified, such as may be authorized by the Board of Adjustment.

2. **Exceptions and Modifications for All Yards.**

- A. Yard requirements do not apply to steps and accessibility ramps used for wheelchairs and other mobility aids that are necessary for access to a permitted building or

a lot from a street or alley. Ramps must be four feet or less above grade and meet the minimum requirements of the Americans with Disabilities Act (ADA), per the opinion of the Zoning Administrator.

B. Fences and barriers subject to applicable height restrictions are permitted according to section 165.21.

3. Front Yard Exceptions and Modifications.

A. Front yard requirements do not apply to bay windows or balconies that do not project more than two feet into the front yard.

B. The Zoning Administrator may permit a variation in front yard setbacks to allow new or relocated structures to conform to the average existing setback provided the following:

(1) More than 40 percent of the frontage on one side of a street between intersecting streets is occupied by structures on the effective date of this Zoning Code; and,

(2) A minority of such structures have observed or conformed to an average setback line (see Figure 7 for varying provisions).

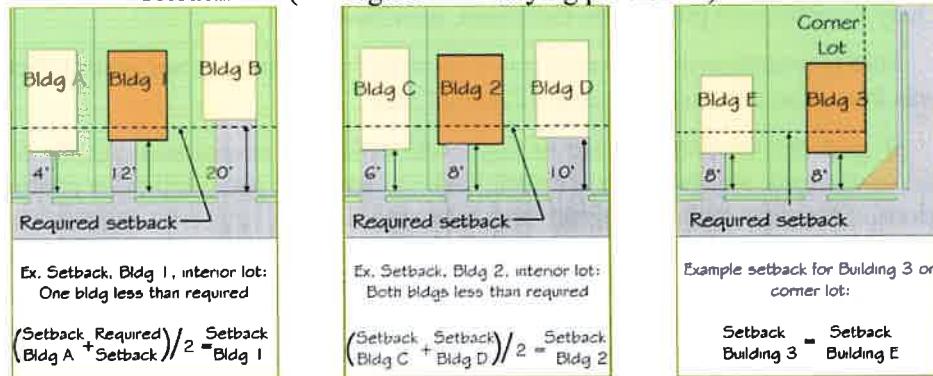


Figure 7

C. For the purpose of determining lot width, that portion of a flag lot used for ingress and egress shall not be included as a part of the required front yard.

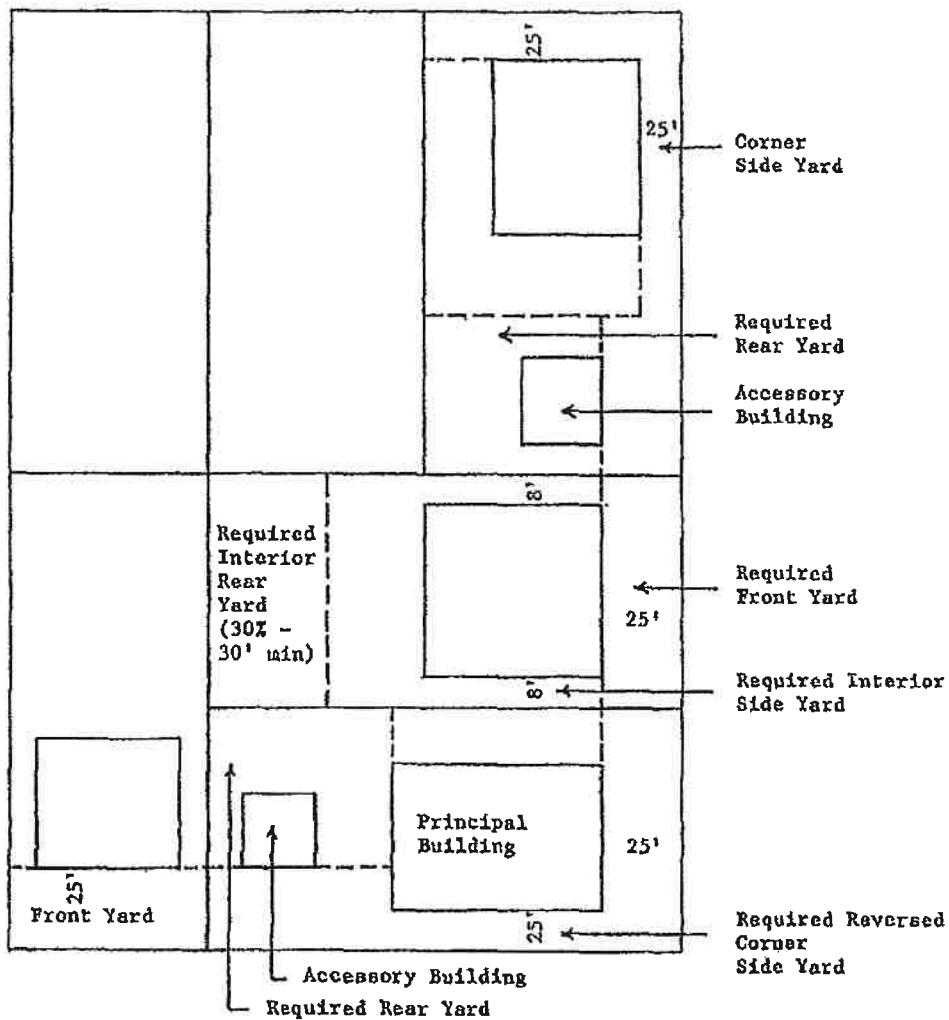


Figure 8

4. Side Yard Exceptions and Modifications.

A. Along any district boundary line, any abutting side yard on a lot in the less restricted district shall have a least width equal to that required in the more restricted district. Where a building is proposed for a lot in a residential district, and a line of such lot abuts an industrial district, the side yard in the industrial district shall be increased by three feet for each foot that the proposed building will exceed the height limit of the said residential district.

B. On a corner lot the least width of a side yard along the side street lot line shall be equal to the required front yard along the side street. No part of any accessory building shall be nearer a side street lot line than the least depth on any front yard required along such side street.

C. The following projections or structures may be permitted in side yards:

- (1) Accessory buildings or structures, subject to the provisions contained in this chapter.

(2) Fences or walls not over seven feet above the average natural grade except as noted in Section 165.21.

(3) Fire escapes, three feet from side lot line. Bays and balconies not more than three feet from the building, provided these projections are entirely within planes drawn from either main corner of the side wall. The sum of the lengths of such projections shall not exceed one-third of the length of the wall of the main building.

(4) Chimneys, flues, belt courses, leaders, sills, pilasters and lintels, ornamental features, cornices, gutters, and the like, into or over a required side yard not more than one and one-half feet.

(5) Terraces, steps, uncovered porches, stoops or similar features, not higher than the elevation of the ground story of the building and distant three feet from the side lot line.

5. Rear Yard Exceptions and Modifications. The following projections or structures may be permitted in rear yards:

- A. Accessory buildings or structures subject to the provisions contained in this chapter.
- B. Fences or walls, not over six feet above the average natural grade.
- C. Fire escapes, not more than six feet, and bays and balconies, not more than three feet.
- D. Chimneys, flues, belt courses, leaders, sills, pilasters, lintels, ornamental features, cornices, eaves, and the like, into or over a required rear yard not more than one and one-half feet.
- E. Terraces, steps, uncovered porches, stoops, or similar features not more than ten feet into a required rear yard, or closer than six feet of an alley or within ten feet of a rear lot line.
- F. Swimming pools.

165.42 ORGANIZATION; BASIS OF REGULATIONS.

1. The administration of this chapter is vested in the following four offices of the government of the City:

- A. The Council.
- B. The Planning and Zoning Commission
- C. The Board of Adjustment.
- D. The Zoning Administrator.

2. Regulations are made in accordance with the Comprehensive Plan and designed to:

- A. Preserve the availability of agricultural land.
- B. To consider the protection of soil from wind and water erosion.
- C. To encourage efficient urban development patterns.
- D. To lessen congestion in the street.
- E. To secure safety from fire, flood, panic, and other dangers.

- F. To promote health and the general welfare.
- G. To provide adequate light and air.
- H. To prevent the overcrowding of land.
- I. To avoid undue concentration of population.
- J. To promote the conservation of energy resources.
- K. To promote reasonable access to solar energy.
- L. To facilitate the adequate provision of transportation, water, sewage, schools, parks, and other public requirements.

165.43 MAYOR AND COUNCIL. The Mayor and Council shall discharge the following duties under this chapter:

1. Appoint a Zoning Administrator, whose responsibility will be to enforce the provisions of this chapter.
2. Appoint members of the Board of Adjustment as provided for in this chapter.
3. Appoint members to the Planning and Zoning Commission, as provided for in this chapter.
4. Receive and decide upon all recommendations concerning amendments, supplements, and changes presented by the Planning and Zoning Commission.
5. Receive from the Planning and Zoning Commission all recommendations on the effectiveness of this chapter.
6. Decide all matters upon which it is required to pass under this chapter.

165.44 BOARD OF ADJUSTMENT.

1. Creation. The Board of Adjustment, as established under applicable provisions of Section 414.7 of the *Code of Iowa*, is the Board of Adjustment referred to in this Zoning Code.
2. Appointment; Terms; Removal. The Board of Adjustment shall consist of five members, to be appointed by the Council by majority vote, for staggered terms of five years. A majority of the members of the Board of Adjustment shall be persons representing the public at large and shall not be involved in the business of purchasing or selling real estate. Members of the Board of Adjustment may be removed from office by the Council for cause upon written charges and after public hearing. Vacancies shall be filled by the Council for the unexpired term of the member affected.
3. Powers and Duties. The Board of Adjustment is hereby vested with the following powers and duties:
 - A. To hear and decide appeals where it is alleged there is an error in any order, requirement, decision, or determination made by the Zoning Administrator in the enforcement of this chapter.
 - B. To hear and pass on all applications for special exceptions in the manner prescribed in this chapter.
 - C. To hear and pass on all applications for variances from the terms provided in this chapter, in the manner prescribed and subject to the standards herein.
 - D. To authorize upon appeal, in specific cases, such variances from the terms of the Zoning Code with respect to the area, dimensional, or other numerical limitations as will

not be contrary to the public interest, where owing to special conditions a literal enforcement of the provisions of the Zoning Code will result in practical difficulties to the property owner in making a beneficial use of the property allowed by the Zoning Code, and so that the spirit of the Zoning Code shall be observed and substantial justice done. Area, dimensional, or other numerical limitations subject to variances include but are not limited to requirements for minimum lot size, setbacks, yard widths, height, bulk, sidewalks, fencing, signage, and off-street parking. To receive the requested area, dimensional, or other numerical variance, the property owner must prove that the practical difficulties faced are unique to the property at issue and not self-created and must also demonstrate that granting the variance will not significantly alter the essential character of the surrounding neighborhood.

4. **Meetings and Rules.** The Board of Adjustment shall adopt rules necessary to the conduct of its affairs, and in keeping with the provisions of this chapter. Meetings shall be held at the call of the Chairperson and at such other times as the Board may determine. The Chairperson or, in the absence of the Chairperson, the acting Chairperson, may administer oaths and compel attendance of witnesses. All meetings shall be open to the public. The Board of Adjustment shall keep minutes of its proceedings showing the vote of each member upon each question, or if absent or failing to vote indicating such fact and shall keep records of its examinations and other official actions, all of which shall be public record and be immediately filed in the office of the Zoning Administrator. The concurring vote of three members of the Board shall be necessary to reverse any order, requirement, decision, or determination of the Zoning Administrator, or to decide in favor of the applicant on any matter upon which it is required to pass under this chapter, or to affect any variation in application of this chapter.

5. **Finality of Decisions of the Board of Adjustment.** All decisions and findings of the Board of Adjustment on appeals, applications for a variance, or application for a special exception, after a hearing, shall, in all instances, be final administrative decisions and shall be subject to judicial review as may be provided by law.

165.45 ZONING ADMINISTRATOR. The Zoning Administrator shall enforce this chapter, and in addition thereto and in furtherance of said authority, shall:

1. Issue all Zoning Permits upon approval of the Planning and Zoning Commission and collect any fees.
2. Process all applications for variances, special exceptions, for referral to the Board of Adjustment.
3. Process all application for modifications in the language of this Zoning Code or rezoning of certain parcels for referral to the Planning and Zoning Commission.
4. Respond to complaints of alleged violations to the Zoning Code.
5. Provide and maintain a public information service relative to all matters arising out of this chapter.
6. Provide proper forms to the public for the zoning process.
7. Review site plans for conformance with the Zoning Code.
8. Carry out the administrative duties for both the Planning and Zoning Commission and the Board of Adjustment.
9. Act as the secretary to the Planning and Zoning Commission and the Board of Adjustment.

10. Ensure that public notices of hearings are properly advertised as required by State law and this Code and that notice is provided to parties of interest in compliance with this Code.

165.46 SECRETARY OF THE COMMISSION AND BOARD OF ADJUSTMENT. The secretary of the Planning and Zoning Commission and the secretary of the Board of Adjustment shall be the Zoning Administrator

1. The secretary of the Planning and Zoning Commission shall attend all meetings of the Planning and Zoning Commission, take full and accurate minutes of the proceedings, prepare all necessary reports and documents for and on behalf of the Planning and Zoning Commission, and perform such duties and functions as may be necessary for the orderly recording of the business of the Planning and Zoning Commission.

2. The secretary of the Board of Adjustment shall attend all meetings of the Board of Adjustment, take full and necessary reports and documents for and on behalf of the Board of Adjustment, and perform such other duties and functions as may be necessary for the orderly recording of the business of the Board of Adjustment.

165.47 VARIANCES.

1. Purpose and Findings of Fact. The Board of Adjustment, after a public hearing, may determine and vary the regulations of this chapter, in harmony with their general purpose and intent, only in the specific instances hereinafter set forth, where the Board of Adjustment makes written findings of fact in accordance with the standards hereinafter prescribed, and further finds that there are no practical difficulties or particular hardships in the way of carrying out the strict letter of the regulations of this chapter.

2. Application for Variance. An application for a variance shall be filed in writing with the Zoning Administrator. Said application shall contain such information as the Board of Adjustment may, by rules, require.

3. Standards for Variance. The Board of Adjustment shall not vary the regulations of this Zoning Code, as authorized in this section, unless there is evidence presented to it in each specific case that:

A. Special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same district.

B. Literal interpretation of the provisions of this chapter would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this chapter.

C. Special conditions and circumstances do not result from the actions of the applicant.

D. Granting the variance requested will not confer on the applicant any special privilege that is denied by this chapter to other lands, structures, or buildings in the same district.

E. The use to be authorized by the variance will not alter the essential character of the locality.

4. Further Requirements.

- A. The Board of Adjustment shall make a finding, that the reasons set forth in the application justify the granting of the variance, and that the variance is the minimum variance that will make possible the reasonable use of the land, building, or structure.
- B. The Board of Adjustment shall further make a finding that the granting of the variance will be in harmony with the general purpose and intent of this chapter and will not be injurious to the neighborhood or otherwise detrimental to the public welfare.
- C. In granting any variance, the Board of Adjustment may prescribe appropriate conditions and safeguards in conformity with this chapter. Violations of such conditions and safeguards, when made a part of the terms under which the variance is granted, shall be deemed a violation of this chapter and punishable under Section 165.52.
- D. Under no circumstances shall the Board of Adjustment grant a variance to allow for use not permissible under the terms of this chapter in the district involved, or any use expressly or by implication prohibited by the terms of this chapter in the district.
- E. If a variance is sought to permit building within four feet or less of a property line, the request must be accompanied by a certified survey.

165.48 APPEALS. Any person or persons, or any board, taxpayer, department, board or bureau of the City aggrieved by any decision of the Board of Adjustment may seek review by a court of record of such decision, in the manner provided by the laws of the State and particularly by the *Code of Iowa*.

165.49 USE EXCEPTIONS AND OTHER POWERS OF THE BOARD OF ADJUSTMENT.

- 1. Purpose. The development and administration of the Zoning Code is based upon the division of the City into zoning districts, within which districts the use of land and buildings and the bulk and location of buildings and structures in relation to the land are substantially uniform. It is recognized, however, that there are certain uses that, because of their unique characteristics, cannot be properly classified in any particular district or districts, without consideration in each case, of the impact of those uses upon neighboring land and of the public need for the particular use at the particular locations. Such use exceptions fall into two categories:
 - A. Uses publicly operated or traditionally affected with a public interest; and
 - B. Uses entirely private in character, but of such an unusual nature that their operation may give rise to unique problems with respect to their impact upon neighboring property or public facilities.
- 2. Initiation of Use Exception. Any person having a freehold interest in land, a possessory interest entitled to exclusive possession, or a contractual interest that may become a freehold interest of an exclusive possessory interest, either of which is specifically enforceable, may file an application to use such land for one or more of the special exceptions provided for in this chapter in the zoning district in which the land is located.
- 3. Application for Special Exception. An application for a special exception shall be filed with the Zoning Administrator on a form as the Zoning Administrator shall prescribe. The application shall be accompanied by such plans as prescribed by the Board of Adjustment and shall include a statement indicating the section of this Zoning Code under which the special exception is sought and stating the grounds on which it is requested.
- 4. Hearing on Application. Upon receipt in proper form of the application and statement referred to in Subsection 3, the Board of Adjustment shall hold at least one public hearing on the proposed special exception. Notice of time and place of such hearing shall be published not less than four days or more than 20 days in advance of the public hearing as required by State law and

this Code. Before an appeal is filed with the Board of Adjustment, the appellant shall pay to the City in accordance with the schedule of fees adopted and published by the Council.

5. **Authorization.** For each application for a special exception the Zoning Administrator shall prepare and file with the Board of Adjustment findings and recommendations, including the recommended stipulations of additional conditions and guarantees that are deemed necessary for the protection of the public interest.

6. **Standards.** No special exception shall be granted by the Board of Adjustment unless such Board shall find that:

A. The establishment, maintenance, or operation of the special exception will not be detrimental to or endanger the public health, safety, morals, comfort, or general welfare.

B. The special exception will not be injurious to the use and enjoyment of other property already permitted or substantially diminish and impair property values within the neighborhood.

C. The establishment of special exceptions will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.

D. Adequate utilities, access roads, drainage and/or necessary facilities have been or are being provided.

E. Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.

F. The special exception shall, in all other respects, conform to the applicable regulations of the district in which it is located, except as such regulations may, in each instance, be modified by the Board of Adjustment.

7. **Conditions and Guarantees.** Prior to the granting of any special use, the Board of Adjustment shall stipulate such conditions and restrictions upon the establishment, location, construction, maintenance, and operation of the special exception as is deemed necessary for the protection of the public interest and to secure compliance with the standards and requirements specified in this subsection and Subsection 6 above. In all cases in which special exceptions are granted, the Board of Adjustment shall require such evidence and guarantees as it may deem necessary as proof that the conditions stipulated in connection therewith are and will be complied with.

8. **Denial and Revocation of Special Exception.** No application for a special exception that has been denied wholly or in part by the Board of Adjustment shall be resubmitted for a period of one year from the date of denial, except on the grounds of new evidence or proof of change of conditions found to be valid by the Board of Adjustment. In any case where special exception has not been established within one year after the date of granting thereof, then, without further action by the Board of Adjustment, the use on review or authorization shall be null and void.

9. **Other Powers of the Board of Adjustment.** The Board of Adjustment is hereby vested with the following additional authority and jurisdiction:

A. **Interpretation of District Map.** Where the application of the rules for interpretation of district boundaries contained in Section 165.08 leaves a reasonable doubt to the boundary between two zoning districts, the Board of Adjustment after notice to the owners of the property and after public hearing, shall interpret the Official Zoning Map in such a way as to carry out the intent and purposes of this Zoning Code.

B. Temporary Uses and Permit. The Board of Adjustment may issue a permit for the temporary use of a building or premises in any district for a purpose or use that does not conform to the regulations prescribed by this chapter, provided that such use is of a true temporary nature and does not involve the erection of substantial buildings. Such permit shall be granted in the form of a temporary and revocable permit for not more than a 12-month period, subject to such conditions that will safeguard the public health, safety, convenience, and general welfare.

165.50 AMENDMENTS.

1. Procedure. The regulations, restrictions, and boundaries may from time to time, be amended, supplemented, changed, modified, or repealed, but no such amendments shall be made without public hearing before the Council and after a report has been made upon the amendment by the Planning and Zoning Commission. However, the regulation, restriction, or boundary shall not become effective until after a public hearing at which parties in interest and citizens shall have an opportunity to be heard. The notice of the time and place of the hearing shall be published not less than four days or more than 20 days in advance of the public hearing in a newspaper of general local circulation, but in no case shall the public hearing be held earlier than the next regularly scheduled Council meeting following the published notice. Amendments may be passed by the favorable vote of a simple majority of all members of the Council. However, such amendment must pass by a three-fourths favorable vote of all members of the Council, if any of the following occurs:

- A. In case the Planning and Zoning Commission has not approved the change;
- B. A protest is filed with the Council against such change, signed by the owners of at least 20 percent of the area to be rezoned; or
- C. A protest is filed with the Council against the change, signed by the owners of at least 20 percent of all lots abutting, adjoining or lying directly across any streets from the perimeter of the area to be rezoned (such immediately adjacent lots extending the depth of one lot or a maximum of 200 feet, whichever is less). As part of an ordinance changing land from one zoning district to another zoning district or an ordinance approving a site development plan, the Council may impose conditions on a property owner which are in addition to existing regulations if the additional conditions have been agreed to in writing by the property owners before the public hearing required under this section or any adjournment of that hearing. The conditions must be reasonable and imposed to satisfy public needs which are directly caused by the requested change in zoning district.

- 2. Rezoning Applications. An application for rezoning shall contain the following items:
 - A. The legal description and local address of the property.
 - B. The present zoning classification and the zoning classification requested for the property.
 - C. The existing use and proposed use of the property.
 - D. The names and addresses of the owners of all property within 200 feet of the property for which the change is requested.
 - E. A statement of the reasons why the applicant feels the present zoning classification is no longer valid.
 - F. A plat showing the locations, dimensions, and use of the applicant's property and all property within 200 feet thereof, including streets, alleys, railroads, and other physical features.

3. Fee. Each application for an amendment, except those initiated by the Planning and Zoning Commission, shall be accompanied by a check payable to the City or a cash payment. The fee will be paid according to the amount specified by the Council. Under no conditions shall said sum or any part thereof be refunded for failure of said amendment to be enacted into law.

165.51 BUILDING CONSTRUCTION: CERTIFICATE OF ZONING COMPLIANCE. No buildings shall hereafter be erected, reconstructed, or structurally altered, nor shall any work be started upon buildings until a construction permit for the work has been issued by the Zoning Administrator, which permit shall state that the proposed building complies with all provisions of this chapter. No change in the use of land or any change in use in an existing building other than for single-family dwelling purposes shall be made, nor shall any new building be occupied for any purpose other than a single-family dwelling or farming use until a certificate of zoning compliance has been issued by the Zoning Administrator. After final sign-off of the building permit by the Zoning Administrator, a Certificate of Zoning Compliance will be issued.

165.52 VIOLATIONS.

1. Notice to Violators. If the Zoning Administrator finds that any provision of this chapter is being violated, the Zoning Administrator shall notify in writing the person responsible for such violations, indicating the nature of the violation and ordering the action necessary to correct it. The Zoning Administrator shall order discontinuance of illegal buildings or structures or of additions, alterations, or structural changes thereto; discontinuance of any illegal work being done; or shall take any other action authorized by this chapter to ensure compliance with or to prevent violation or its provisions.

2. Responsibility. The owners or tenants of any building structure, land or part thereof and any architect, builder, contractor, agent, or other person who commits, participates in, or maintains a violation may each be charged with a separate offense and upon conviction suffer the penalties provided in this Code or by State law.

3. City Remedies. If any building or structure is erected, constructed, reconstructed, altered, repaired, converted, or maintained, or any building, structure, or land is used in violation of this Zoning Code, the City may, in addition to other remedies, institute injunction, mandamus, or other appropriate lawful action necessary to prevent, correct, or abate such violation.

165.53 EAST RIDGE ADDITION COVENANTS. As a condition of the dedication of this plat, the undersigned are including in this dedication and making the same a part thereof, certain restrictive covenants, reservations, and conditions as set out below in detail to govern the use and occupancy of the lots in the described plat identified in Subsection 1. The undersigned owner further states that the described real estate, as platted, is made with the free consent of an in accordance with the desires of the undersigned, the unqualified owner thereof, and that the same is free and clear of all liens or encumbrances whatsoever except as is specifically stated in the attorneys title option filed with the plat; subject to the following restrictions, covenants, reservations and conditions.

1. Plat Legal Description.

A TRACT OF LAND LOCATED IN SECTION 35, TOWNSHIP 89 NORTH, RANGE 40 WEST OF THE 5TH P.M., CITY OF HOLSTEIN, IDA COUNTY, IOWA, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

Beginning at the Northeast (NE) Corner of the Southwest Quarter (SW 1/4) of said Section 35; Thence on an assumed bearing of North 00° 04' 34" East, along the East line of Block Three (3) O.L.G.C. Addition its northern section, 30.00 feet to the North line of Lamp-Kastner Drive; Thence North 89° 49' 49" East, along the

eastern extension of said North line, 375.00 feet; Thence South 89° 49' 49° West, 60 feet; Thence South 00° 23' 43" West, 2454.33 feet to a point on the North line of US Highway 20; Thence North 90° 00' 00" West, along said North line, 375.00 feet; Thence North 00° 23' 43" East 2453.22 feet; Thence North 89° 49' 49" East, 60.00 feet to the Beginning.

Tract contains 21.38 Acres and is subject to all easements of record

2. Deeds to the lots within the East Ridge Addition will be quit claim deeds from the City or its assigns. The owner or owners of each lot will need to develop a new abstract for said lot.

3. The subject property, or any lots therein described shall not be used for any purpose whatsoever, other than for the maintenance of a private residence, public park, or drainage purposes (created solely by the City) except for the use of a home office in conjunction with the private residence, subject to the following restrictions and conditions:

- A. No other customary home occupations will be allowed in this subdivision.
- B. No buildings that shall be erected, constructed, or maintained on said property may be used for any purpose other than single-family or multi-family private dwelling homes or appurtenant outbuildings, including garages for private use.
- C. All new construction, repairs, remodeling, and improvements to residential units shall have a minimum roof pitch of 6/12. Residential units federally regulated by the HUD Code under 24 CFR 3280 shall not be allowed to be placed in the East Ridge Subdivision.
- D. No previously constructed building shall be moved to or upon said property (i.e. sheds, garages, homes, etc.). This does not apply to modular homes assembled on-site.
- E. Outbuildings appurtenant to said dwelling house or multi-family dwelling may be erected and maintained on said property, provided that they do not exceed one story in height and meet the architectural criteria of design to meet the standards set out in Paragraph C.
- F. No outbuildings, garages, sheds, tents, trailers, basements, or temporary buildings of any kind shall be erected on said property prior to the building of permanent residence, nor shall any of such structures be used for residence purposes at any time. The premises shall not be permitted to be used for outside storage or parking of trailers, camper trailers, pickup campers, boats, motor home vehicles, abandoned vehicles, or parts thereof.
- G. None of the property or lots included in said platting shall be used for commercial purposes of any kind whatsoever, except as stated in Paragraph D concerning the use of a home office.
- H. No noxious, dangerous, or offensive thing, activity, or nuisance shall be erected, constructed, or maintained, operated, or permitted on said property; nor shall anything be done thereon which may be or may become an annoyance, a nuisance to the neighborhood or the City.
- I. No livestock shall be kept or maintained on said property except that dogs and cats may be kept as pets provided that they are not kept, bred, or maintained for any commercial use or purpose.
- J. No signs or other advertising device shall be erected or displayed upon any of said real estate property or lots, except a "for sale" sign may be put up by the owner of said lot which may not exceed three feet in width, two feet in breadth, and three feet in height.

K. No farm or commercial trucks or machinery may be kept or stored on any property or street set out in this platting. There will be no overnight parking allowed on the 100 block of Benning Drive at any time of the year.

L. No boundary fence, hedge, or wall shall be of other than a finished or ornamental nature, nor shall have a height to exceed six feet above the finished graded surface of the ground upon which said fence, hedge, or wall is situated. This restriction shall not disallow the use of chain link or cyclone fencing, provided it is kept in good repair, but does not specifically forbid the use of any other kind of metal fencing.

M. Single-family or multi-family dwellings may be erected upon one building lot provided the property set back requirements are met for construction. More than one building lot may be purchased for the purpose of building a multi-family dwelling unit that cannot meet the setback requirements of one building lot. No tract in the above described subdivision shall be divided, resubdivided, or split in any manner or fashion for any purpose, following the original conveyance by the City. The City reserves the right to subdivide the original platted plot, tract, or lot.

N. All single-family or multi-family dwellings shall be of a permanent nature and construction. The property owner shall have the right to dispose of any or all surplus oil that is not needed in the landscaping of the property and may offer it to the City, without expense to the City.

O. No one-story dwelling house having a ground floor area exclusive of porches, terraces, patios, and garages, of less than 1,200 square feet shall be erected upon any of said lots of the above described property.

P. Any two-story houses erected on the property platted shall have a ground floor spare foot area of at least 850 square feet exclusive of porches, terraces, patios, garages, and basements.

Q. All multi-family dwellings erected on the property platted shall have a main floor square foot area of at least 720 square feet exclusive of porches, terraces, patios, garages, and basements.

R. No building or other structure shall be erected, moved, added to, or structurally altered without a Building Permit therefore, issued by the Zoning Administrator. No Building Permit shall be issued except in conformity with the provisions of the Zoning Code. No changes or variances therefrom shall be made, notwithstanding to the contrary and provisions now or hereinafter enacted by the City. Front yard setbacks will be determined as indicated on the Official Plat and as determined by the Zoning Administrator to be in the best interest of the subdivision.

The approval by the Zoning Administrator of any Building Permit submitted for approval, as herein specified, shall not be deemed to be a waiver by the Zoning Administrator of the right to object to any of the features or elements embodied in such Building Permit if and when the same features or elements are embodied in any subsequent Building Permit submitted for approval for use on other building sites.

S. All site improvements in the form of shaping and grading of the building site shall take the natural flow of water into consideration for proper drainage and the effect of drainage on the adjacent properties.

T. All owners of all lots shall sod, seed, or otherwise cultivate and maintain a suitable permanent grass cover. Planting and sodding requirements may be delayed until construction of the dwelling house and other improvements on the lot are completed and

final grading is done. At least three trees must be planted on each lot within one year from the date of occupancy. One tree planted on the street right-of-way will be counted as on the lot and must be of an approved species allowed through the City Code. The titleholder or occupant of each lot, vacant or improved, shall keep such lot free of weeds and debris, and shall mow on a regular basis.

U. The City shall be responsible for maintaining the appearance of all lots or portions of lots not sold. The City shall also be responsible for maintaining the appearance of the street in the 100 Block of Benning Dr. until such time as adjacent lots are sold and maintenance duties are assumed by any subsequent purchaser or otherwise.

V. Any tile damaged shall be extended and repaired immediately at no expense of the City.

W. All driveways are to be constructed at the expense of the purchaser. Specifications for driveway cuts shall be obtained from the Zoning Administrator.

X. All drives extending from proposed garages, dwelling homes, or multi-family dwellings, or other facilities used for parking of automobiles shall be constructed of Portland concrete cement only.

Y. No title to land in any street is intended to be conveyed to any purchaser or grantee.

Z. Easements, reservations, and right-of-way shall be reserved on and across all property lines, for the erection, construction, and maintenance of:

(1) Poles, wire, and conduit for the transmission of electricity, power, lighting, telephone, and other purposes, pipes, and mains for water, gas, and heating and for the necessary attachments in connection therewith.

(2) Public and private sewers, storm drains, and land drains.

(3) Any other method of conducting or performing any public or quasi-public utility, function, or use beneath the surface of the ground.

(4) All utilities will be constructed underground where possible.

Such easements, reservations, and rights-of-way shall follow the lot lines designated on said plat, and additional easement, reservations, and right-of-way may be reserved by the City, its successor's and assigns, in any conveyance it or they may make of said property or any portion thereof.

AA. No lot shall be used or maintained as a dumping ground for rubbish. Trash, garbage, or other waste shall not be kept except in sanitary containers and set out at curbside on the appropriate day of the week for solid waste and recycling services with the containers being promptly removed from curbside the same day.

BB. All of the conditions, covenants, restrictions, reservations, and charges set forth in this declaration are imposed upon said property for the direct benefit of the owners thereof, and as a part of the general plan of development, improvement, building, equipment, and maintenance of said property. Each grantee or purchaser under a contract of sale or agreement of purchase, accepts the same subject to all the conditions, covenants, restrictions, reservations, and charges set forth in this declaration, and agrees to be bound by each such condition, covenant, restriction, reservation, and charge. Said conditions, covenants, restrictions, reservations, and charges shall run with the land and continue to be in full force and affect except as hereinafter provided from the date of filing of these covenants with the County Recorder, and shall as then in fore be continued automatically and without further notice from that time for a period of 20 years, at which time said

covenants shall automatically be extended for successive periods of 10 years, in accordance with law, unless by vote of the majority of the then owners of the lots within East Ridge it is agreed to change these covenants or any of them, in whole or in part. In voting to change, one vote shall be allowed for each owner of a said lot within East Ridge.

CC. The determination by any court that any of the provisions of this declaration are unlawful or void shall not affect the validity of any other of the provisions hereof.

DD. Damages are hereby declared not to be adequate compensation for any breach of the covenants, conditions, or restrictions of this declaration, but such breach and the continuance thereof may be enjoined, abated, and remedied by appropriate proceedings of the City or by an owner of any building site, lot, or real estate contained within the East Ridge Addition.

EE. The provisions contained in this declaration shall bind and inure to the benefit and be enforceable by the City, or by the owner or owners of any portion of said property, their legal representatives, heirs, successors, and assigns, to enforce any of such conditions, covenants, restrictions, or charges herein contained shall, in no event, be deemed a waiver to the right to do so thereafter, unless otherwise provided.

FF. Any and all rights and powers and reservations of the City herein contained may be deeded, conveyed, or assigned to any other corporation, general or limited partnership, or association which will assume the duties of the City hereunder pertaining to the particular rights, powers, and reservations assigned, and upon such corporation, general, or limited partnership, or association evidencing its consent in writing to accept such assignment and to assume such duties and powers, its shall, to the extent of such deed, conveyance, or assignment, have the same rights and powers, and be subject to the same obligations and duties as are given to and assumed by the City herein, and thereupon the City shall be relieved of the performance of any further duty or obligation hereunder or to the extent of such deed, conveyance, or assignment.

SECTION 2. 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 3. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval, and publication as provided by law.

Passed by the Council the _____ day of _____, 20____, and approved this _____ day of _____, 20____.

ATTEST:

City Clerk

First Reading: _____

Second Reading: _____

Third Reading: _____

Mayor

I certify that the foregoing was published as Ordinance No. ____ on the ____ day of _____, 20____.

City Clerk

RESOLUTION 25-59

Obligating funds from the Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation tax increment financed obligations which shall come due in the next succeeding fiscal year.

WHEREAS, the City of Holstein, Iowa (the "City"), pursuant to and in strict compliance with all laws applicable to the City, and in particular the provisions of Chapter 403 of the Code of Iowa, has adopted an Urban Renewal Plan for the Holstein Economic Development Urban Renewal Area (the "Urban Renewal Area"); and

WHEREAS, this Council has adopted an ordinance providing for the division of taxes levied on taxable property in the Urban Renewal Area pursuant to Section 403.19 of the Code of Iowa and establishing the fund referred to in Subsection 2 of Section 403.19 of the Code of Iowa (the "Urban Renewal Tax Revenue Fund"), which fund and the portion of taxes referred to in that subsection may be irrevocably pledged by the City for the payment of the principal and interest on indebtedness incurred under the authority of Section 403.19 of the Code of Iowa to finance or refinance in whole or in part projects in the Urban Renewal Area; and

WHEREAS, the City has scheduled payments in an amount not to exceed \$1,250,000 over the life of the agreement (the "Annual Payment") which shall come due in the fiscal year beginning July 1, 2017 with respect to the City's Development Agreement (the "Agreement") with North Ida Builders, LLC which was amended and approved by resolution of the City Council on August 18, 2014; and

WHEREAS, it is now necessary for the City Council to obligate for appropriation to the Annual Payment, funds anticipated to be received in Urban Renewal Tax Revenue Fund in the fiscal year beginning July 1, 2026.

NOW, THEREFORE, it is resolved by the City Council of the City of Holstein, Iowa, as follows:

Section 1. The City Council hereby obligates an estimated \$31,556 (or incremental value from base less LMI) for appropriation from the Urban Renewal Tax Revenue Fund to the Bi-Annual Payments in the fiscal year beginning July 1, 2026.

Section 2. The City Clerk is hereby directed to certify the amount obligated for appropriation in Section 1 above, on the City's December 1, 2025 certification of debt payable from the Urban Renewal Tax Revenue Fund and to reflect such amount in the City's budget for the next succeeding fiscal year.

Section 3. All resolutions or parts of resolutions in conflict herewith are hereby repealed.

Passed and approved November 25, 2025.

Roll Call Vote	Ayes	Nays	Abstain	Absent
Christine Wiese				
Marcus Prell				
Terri Schimmer				
Bonnie Stevenson				
Jamison Voss				

Kathy Breyfogle, Mayor

Attest:

Tamara Nuckolls, City Administrator



Holstein, IA

Expense Approval Report

By Bank Code

Payable Dates 11/10/2025 - 11/25/2025

Vendor Name	Description (Payable)	Amount
Bank Code: UBI – United Bank of Iowa		
DANIEL BROSAMLE	TREE REMOVAL SERVICES	4,950.00
IOWA DEPT NATURAL RESOU...	2026 ANNUAL WATER USE FEE	115.00
AT&T MOBILITY	AMB PHONE	825.76
dba HOLSTEIN SANITATION INC	SANITATION CONTRACT	14,073.03
TYLER TECHNOLOGIES	TECHNOLOGY SERVICES	1,160.00
TYLER TECHNOLOGIES	TECHNOLOGY SERVICES	1,160.00
TYLER TECHNOLOGIES	TECHNOLOGY SERVICES	1,160.00
TYLER TECHNOLOGIES	TECHNOLOGY SERVICES	580.00
BOMGAARS	SCOTT CLOTHING ALLOWANCE	28.66
BOMGAARS	SCOTT CLOTHING ALLOWANCE	28.66
BOMGAARS	SCOTT CLOTHING ALLOWANCE	28.67
PLUNKETT'S PEST CONTROL	PEST CONTROL COMM CTR	56.57
CULLIGAN OF IDA GROVE	BOTTLED WATER/COOLER RE...	65.00
POWER SOLUTIONS	BALL FIELD LIGHTS	7,777.99
TYLER BUSINESS FORMS	2025 1099 MISC FORMS	143.91
TYLER BUSINESS FORMS	BLANK CHECK STOCK	262.71
NIEMEIER SCOTT	MEDICAL REIMBURSEMENT	25.00
NELSON DALE	EXPENSE REIMBURSEMENT	24.95
KAY PAM	CLASS D DRIVERS LICENSE RE...	64.00
UMB BANK	MUNICIPAL ADVISORY SERVIC...	10,000.00
CONOVER DEREK	MEDICAL REIMBURSEMENT	1,366.10
NIEMEIER SCOTT	MEDICAL REIMBURSEMENT	343.00
BEYER BRANDON	CDL LICENSE UPGRADE 2025	44.50
CONOVER DEREK	MEDICAL REIMBURSEMENT	47.61
CONNOR BEECK WINDOW CL...	CITY HALL WINDOW CLEANING	12.00
CONOVER DEREK	MEDICAL REIMBURSEMENT	155.12
NIEMEIER SCOTT	CONFERENCE MEALS/MILEAGE	265.53
CONOVER DEREK	MEDICAL REIMBURSEMENT	108.66
ISG	PRJ 25-33323 PARK	4,900.00
ISG	PRJ14-16361 GENERAL CONS...	35.00
ISG	PRJ14-16361 GENERAL CONS...	70.00
ISG	PRJ 20-24051 WASTEWATER I...	13,625.09
MOVILLE CITY OF	OCT 2025 NUISANCE INSPECT...	1,520.53
HOLSTEIN MFG INC	TURN BICKLES	40.00
MOTOR PARTS SALES	SUPPLIES	8.23
MOTOR PARTS SALES	SUPPLIES - FIRE DEPT	48.15
TRIONFO SOLUTIONS LLC	LIFE INSURANCE	2.26
TRIONFO SOLUTIONS LLC	LIFE INSURANCE	2.15
TRIONFO SOLUTIONS LLC	LIFE INSURANCE	8.60
TRIONFO SOLUTIONS LLC	LIFE INSURANCE	27.96
TRIONFO SOLUTIONS LLC	LIFE INSURANCE	21.41
TRIONFO SOLUTIONS LLC	LIFE INSURANCE	22.59
TRIONFO SOLUTIONS LLC	LIFE INSURANCE	37.59
gWORKS	ANNUAL SUBSCRIPTION UB	1,181.25
gWORKS	ANNUAL SUBSCRIPTION UB	1,181.25
gWORKS	ANNUAL SUBSCRIPTION UB	1,181.25
gWORKS	ANNUAL SUBSCRIPTION UB	1,181.25
G-H CSD/RIDGE VIEW CSD	YEARBOOK SPONSOR	115.00
FOUNDATION ANALYTICAL LAB	PRE-DISCHARGE	74.50
OFFICE ELEMENTS	FURNITURE	758.15
IOWA ONE CALL	SEPT 25 ONE CALL	23.65
IOWA ONE CALL	SEPT 25 ONE CALL	23.65
IREAD	LIBRARY SUPPLIES	278.54

Expense Approval Report

Payable Dates: 11/10/2025 - 11/25/2025

Vendor Name	Description (Payable)	Amount
HEIDMAN LAW FIRM PLLC	LEGAL FEES	2,415.50
CRARY HUFF LAW FIRM	LEGAL FEES	4,744.90
STEVENSON HARDWARE	SUPPLIES	23.97
AUREON	TECH SERVICES	8.99
HOLSTEIN COUNTRY CLUB	SEEDING NEW SOCCER FIELD	500.00
MATHESON TRI-GAS INC	OXYGEN SUPPLIES	182.89
FULLER DIGITAL SOLUTIONS	ADVERTISING	1,757.50
FULLER DIGITAL SOLUTIONS	COUNCIL MEETING STREAMI...	2,400.00
MIDAMERICAN ENERGY CO	UTILITIES - PARKS	11.31
IOWA RURAL WATER ASSOC	IRWA MEMBERSHIP DUES 2026	182.50
IOWA RURAL WATER ASSOC	IRWA MEMBERSHIP DUES 2026	182.50
RODS FERTILIZER AND SALES I...	SUPPLIES	54.25
ELM USA	DISC CLEANER	103.95
BOUND TREE MEDICAL LLC	AMBULANCE SUPPLIES	683.97
J.P. COOKE CO	NOTARY STAMP	39.40
MICROMARKETING ASSOCIAT...	LIBRARY BOOKS	29.04
GORDON FLESCH CO INC	LIBRARY COPIER	10.00
GORDON FLESCH CO INC	CITY HALL COPIER	84.93
GORDON FLESCH CO INC	CITY HALL COPIER	341.52
FELDFIRE	SUPPLIES	319.06
FELDFIRE	SUPPLIES	638.12
FELDFIRE	FIRE SUPPLIES	595.00
IMWCA	2024-25 AUDIT PREMIUM AD...	645.00
IMWCA	2024-25 AUDIT PREMIUM AD...	645.00
IMWCA	2024-25 AUDIT PREMIUM AD...	645.00
IMWCA	2024-25 AUDIT PREMIUM AD...	75.00
IMWCA	2024-25 AUDIT PREMIUM AD...	75.00
IMWCA	2024-25 AUDIT PREMIUM AD...	45.00
IMWCA	2024-25 AUDIT PREMIUM AD...	75.00
IMWCA	2024-25 AUDIT PREMIUM AD...	75.00
IMWCA	2024-25 AUDIT PREMIUM AD...	430.00
IMWCA	2024-25 AUDIT PREMIUM AD...	430.00
NW RURAL ELECTRIC CO	UTILITIES	33.66
NW RURAL ELECTRIC CO	UTILITIES	581.61
NW RURAL ELECTRIC CO	UTILITIES	293.13
NW RURAL ELECTRIC CO	UTILITIES	950.23
NW RURAL ELECTRIC CO	UTILITIES	406.39
NEW TEC INC	8 FT SNOW PUSHER	2,150.00
N.E.T. BROADBAND	TELEPHONE/INTERNET SERVIC...	16.50
CASEY'S BUSINESS MASTERCA...	TAXI FUEL	21.48
N.E.T. BROADBAND	TELEPHONE/INTERNET SERVIC...	43.45
N.E.T. BROADBAND	TELEPHONE/INTERNET SERVIC...	16.50
N.E.T. BROADBAND	TELEPHONE/INTERNET SERVIC...	16.50
HOLSTEIN SUPERMARKET	SENIOR CARDS SUPPLIES	41.28
N.E.T. BROADBAND	TELEPHONE/INTERNET SERVIC...	86.34
AGSTATE - CHEROKEE	FUEL	797.62
AGSTATE - CHEROKEE	FUEL	45.09
N.E.T. BROADBAND	TELEPHONE/INTERNET SERVIC...	16.50
N.E.T. BROADBAND	TELEPHONE/INTERNET SERVIC...	16.50
A & A FOOD & FUEL LLC	FUEL	428.31
A & A FOOD & FUEL LLC	FUEL	44.65
STEVENSON HARDWARE	SUPPLIES	107.34
STEVENSON HARDWARE	SUPPLIES	48.98
A & A FOOD & FUEL LLC	FUEL	69.74
STEVENSON HARDWARE	SUPPLIES	213.28
dba COSGROVE LAW FIRM	LEGAL FEES	678.50
BUILDERS SHARPENING & SERV	SUPPLIES	3.37
STOREY KENWORTHY/MATT ...	UTILITY BILLING FORMS	275.45
STOREY KENWORTHY/MATT ...	UTILITY BILLING FORMS	275.45
STOREY KENWORTHY/MATT ...	UTILITY BILL ENVELOPES	186.86
STOREY KENWORTHY/MATT ...	UTILITY BILL ENVELOPES	186.85

Expense Approval Report**Payable Dates: 11/10/2025 - 11/25/2025**

Vendor Name	Description (Payable)	Amount
QUICK MED CLAIMS	AMB CLAIMS FILING FEES	1,228.49
SIOUX CITY TRUCK SALES INC	VEHICLE SERVICE/INSPECTION	524.83
VC3 INC	TECH SERVICES	181.54
VC3 INC	TECHNOLOGY SERVICES	5,136.00
Bank Code UBI – United Bank of Iowa Total:		104,167.20
Grand Total:		104,167.20

Report Summary

Fund Summary

Fund	Expense Amount	Payment Amount
001 - GENERAL	50,712.30	50,712.30
110 - ROAD USE TAX	4,072.55	4,072.55
112 - EMPLOYEE BENEFITS	3,742.87	3,742.87
311 - LOHFF SCHUMANN CAPTIAL	7,777.99	7,777.99
327 - CITY HALL CAPITAL	758.15	758.15
328 - TECHNOLOGY CAPTIAL	11,786.53	11,786.53
600 - WATER UTILITY	3,891.50	3,891.50
610 - SEWER UTILITY	2,900.22	2,900.22
612 - SEWER WWSI PROJECT	18,525.09	18,525.09
Grand Total:	104,167.20	104,167.20

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
001-150-6331	VEHICLE OPERATIONS	428.31	428.31
001-150-6332	VEHICLE REPAIRS	48.15	48.15
001-150-6373	TELEPHONE	16.50	16.50
001-150-6506	OFFICE SUPPLIES	84.93	84.93
001-150-6507	OPERATING SUPPLIES	1,552.18	1,552.18
001-160-6373	TELEPHONE	825.76	825.76
001-160-6499	OTHER CONTRACTUAL S...	1,228.49	1,228.49
001-160-6507	OPERATING SUPPLIES	866.86	866.86
001-290-6419	TECHNOLOGY SERVICES	1,181.25	1,181.25
001-290-6499	SANITATION CONTRACT	14,073.03	14,073.03
001-399-6331	VEHICLE OPERATIONS	130.13	130.13
001-410-6320	BUILDING & GROUNDS ...	23.97	23.97
001-410-6373	TELEPHONE	43.45	43.45
001-410-6506	OFFICE SUPPLIES	113.95	113.95
001-410-6550	LIBRARY BOOKS	29.04	29.04
001-410-6553	LIBRARY READING PROG...	278.54	278.54
001-430-6371	UTILITIES	44.97	44.97
001-440-6373	TELEPHONE	16.50	16.50
001-460-6320	BUILDING & GROUNDS ...	688.86	688.86
001-460-6371	UTILITIES	581.61	581.61
001-460-6373	TELEPHONE	16.50	16.50
001-460-6402	ADVERTISING EXPENSE	1,872.50	1,872.50
001-460-6507	OPERATING SUPPLIES	41.28	41.28
001-510-6411	LEGAL EXPENSE	4,744.90	4,744.90
001-510-6413	PAYMENTS TO OTHER A...	1,520.53	1,520.53
001-511-6499	OTHER CONTRACTUAL S...	4,950.00	4,950.00
001-540-6407	ENGINEERING EXPENSE	35.00	35.00
001-620-6320	BUILDING & GROUNDS ...	48.98	48.98
001-620-6373	TELEPHONE	86.34	86.34
001-620-6419	TECHNOLOGY SERVICES	1,181.25	1,181.25
001-620-6506	OFFICE SUPPLIES	787.54	787.54
001-640-6411	LEGAL EXPENSE	3,094.00	3,094.00
001-650-6310	BUILDING MAINTENACE...	12.00	12.00
001-650-6507	OPERATING SUPPLIES	65.00	65.00
001-699-6490	OTHER PROFESSIONAL S...	10,000.00	10,000.00
110-210-6181	UNIFORM ALLOWANCE	28.66	28.66
110-210-6331	VEHICLE OPERATIONS	911.86	911.86
110-210-6332	VEHICLE REPAIRS	618.15	618.15
110-210-6373	TELEPHONE	16.50	16.50
110-210-6417	STREET MAINTENANCE	54.25	54.25
110-210-6727	OTHER CAPITAL EQUIPM...	2,150.00	2,150.00
110-230-6371	UTILITIES	293.13	293.13
112-150-6160	WORKER'S COMP	645.00	645.00
112-160-6150	GROUP INSURANCE	2.26	2.26

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
112-210-6150	GROUP INSURANCE	2.15	2.15
112-210-6160	WORKERS' COMPENSAT...	645.00	645.00
112-210-6183	MEDICAL ALLOWANCE	2,045.49	2,045.49
112-399-6160	WORKERS' COMPENSAT...	75.00	75.00
112-410-6150	GROUP INSURANCE	8.60	8.60
112-410-6160	WORKERS' COMPENSAT...	75.00	75.00
112-440-6160	WORKERS' COMPENSAT...	45.00	45.00
112-460-6150	GROUP INSURANCE	27.96	27.96
112-460-6160	WORKERS' COMPENSAT...	75.00	75.00
112-620-6150	GROUP INSURANCE	21.41	21.41
112-620-6160	WORKERS' COMPENSAT...	75.00	75.00
311-750-6499	OTHER CONTRACTUAL S...	7,777.99	7,777.99
327-750-6721	FURNITURE & FIXTURES	758.15	758.15
328-750-6419	TECHNOLOGY SERVICES	11,786.53	11,786.53
600-810-6150	GROUP INSURANCE	22.59	22.59
600-810-6160	WORKERS' COMPENSAT...	430.00	430.00
600-810-6181	UNIFORM ALLOWANCE	28.66	28.66
600-810-6210	DUES & MEMBERSHIPS	297.50	297.50
600-810-6230	EDUCATION & TRAINING	265.53	265.53
600-810-6371	UTILITIES	950.23	950.23
600-810-6373	TELEPHONE	16.50	16.50
600-810-6419	TECHNOLOGY SERVICES	1,181.25	1,181.25
600-810-6499	OTHER CONTRACTUAL S...	23.65	23.65
600-810-6507	OPERATING SUPPLIES	675.59	675.59
610-815-6150	GROUP INSURANCE	37.59	37.59
610-815-6160	WORKERS' COMPENSAT...	430.00	430.00
610-815-6181	UNIFORM ALLOWANCE	28.67	28.67
610-815-6210	DUES & MEMBERSHIPS	182.50	182.50
610-815-6371	UTILITIES	406.39	406.39
610-815-6407	ENGINEERING EXPENSE	70.00	70.00
610-815-6419	TECHNOLOGY SERVICES	1,181.25	1,181.25
610-815-6499	OTHER CONTRACTUAL S...	98.15	98.15
610-815-6507	OPERATING SUPPLIES	465.67	465.67
612-815-6407	ENGINEERING EXPENSE	18,525.09	18,525.09
Grand Total:		104,167.20	104,167.20

Project Account Summary

Project Account Key	Expense Amount	Payment Amount
None	104,167.20	104,167.20
Grand Total:	104,167.20	104,167.20

RESOLUTION NO. 25-60

Resolution authorizing and approving a Loan and Disbursement Agreement and providing for the issuance and securing the payment of \$5,500,000 Sewer Revenue Bonds, Series 2025

WHEREAS, the City of Holstein (the "City"), in Ida County, State of Iowa, did heretofore establish a Municipal Sanitary Sewer System (the "Utility") in and for the City which has continuously supplied sanitary sewer service in and to the City and its inhabitants since its establishment; and

WHEREAS, the management and control of the Utility are vested in the City Council (the "Council") and no board of trustees exists for this purpose; and

WHEREAS, the City has heretofore proposed to contract indebtedness and enter into a certain Sewer Revenue Loan and Disbursement Agreement (the "Agreement") and to borrow money thereunder in a principal amount not to exceed \$5,500,000, pursuant to the provisions of Section 384.24A of the Code of Iowa, for the purpose of paying the cost, to that extent, of planning, designing and constructing improvements and extensions (the "Project") to the Utility, and pursuant to law and a notice duly published, the City Council has held a public hearing thereon on September 23, 2025; and

WHEREAS, it is necessary at this time for the City Council to approve the Agreement with the Iowa Finance Authority, an agency and public instrumentality of the State of Iowa, as lender (the "Lender") and to issue Sewer Revenue Bonds, Series 2025 (the "Bonds") in evidence thereof in the principal amount of \$5,500,000 to pay the costs of the Project;

NOW, THEREFORE, Be It Resolved by the City Council of the City of Holstein, Iowa, as follows:

Section 1. It is hereby determined that the City shall enter into the Agreement with the Lender. The Agreement shall be in substantially the form as has been placed on file with the City and shall provide for a loan (the "Loan") to the City in the amount of \$5,500,000, for the purpose as set forth in the preamble hereof.

The Mayor and City Clerk are hereby authorized and directed to sign the Agreement on behalf of the City, and the Agreement is hereby approved.

Section 2. The Bonds are hereby authorized to be issued in evidence of the obligation of the City under the Agreement, in the aggregate principal amount of \$5,500,000, to be dated the date of delivery to or upon the direction of the Lender, and bearing interest from the date of each advancement made at the rate of 3.01% per annum (or at such lower rate as agreed upon by the Lender and set forth in the Bonds and the Agreement) until payment thereof, as set forth in Exhibit A attached to the Agreement. To the extent that the Lender determines a lower rate of interest is available for the Bonds after the adoption of this Resolution, the Mayor and City Clerk, with advice from bond counsel, are hereby authorized to: (i) make such changes to the Agreement, the Bonds and any related transactional documents as are necessary to give effect to the lower rate of interest

without modification to the principal installment schedule contemplated herein; and (ii) to execute and deliver such modified documents on behalf of the City.

The Bonds may be in the denomination of \$1,000 each or any integral multiple thereof and, at the request of the Lender, shall be initially issued as a single bond in the denomination of \$5,500,000 and numbered R-1.

The City Clerk is hereby designated as the Registrar and Paying Agent for the Bonds and may be hereinafter referred to as the "Registrar" or the "Paying Agent."

Payment of the principal of and interest on the Bonds and premium, if any, shall be payable at the office of the Paying Agent to the registered owners thereof appearing on the registration books of the City. All such payments, except full redemption, shall be made to the registered owners appearing on the registration books at the close of business on the fifteenth day of the month next preceding the payment date. Final payment of principal shall only be made upon surrender of the Bond or Bonds to the Paying Agent.

If applicable pursuant to the Agreement, in addition to the payment of principal of and interest on the Bonds, the City also agrees to pay the Initiation Fee and the Servicing Fee (defined in the Agreement) in accordance with the terms of the Agreement.

The Bonds shall be executed on behalf of the City with the official manual or facsimile signature of the Mayor and attested with the official manual or facsimile signature of the City Clerk, and shall be fully registered bonds without interest coupons. The issuance of the Bonds and the amount of the Loan advanced thereunder shall be recorded in the office of the City Treasurer, and the certificate on the back of each Bond shall be executed with the official manual or facsimile signature of the City Treasurer. In case any officer whose signature or the facsimile of whose signature appears on the Bonds shall cease to be such officer before the delivery of such Bonds, such signature or such facsimile signature shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery.

The Bonds shall be fully registered as to principal and interest in the names of the owners on the registration books of the City kept by the Registrar. Each Bond shall be transferable without cost to the registered owner thereof only upon the registration books of the City upon presentation to the Registrar, together with either a written instrument of transfer satisfactory to the Registrar or the assignment form thereon completed and duly executed by the registered owner or the duly authorized attorney for such registered owner.

The record and identity of the owners of the Bonds shall be kept confidential as provided by Section 22.7 of the Code of Iowa.

The Bonds are subject to optional redemption by the City at a price of par plus accrued interest (i) on any date with the prior written consent of the Lender, or (ii) in the event that all or substantially all of the Project is damaged or destroyed. Any optional redemption of the Bonds by the City may be made from any funds regardless of source, in whole or from time to time in part, in inverse order of maturity upon not less than thirty (30) days' notice of redemption by facsimile,

e-mail, certified or registered mail to the Lender (or any other registered owner of the Bonds). The Bonds are also subject to mandatory redemption as set forth in Section 5 of the Agreement.

All of the Bonds and the interest thereon, together with any additional obligations as may be hereafter issued and outstanding from time to time ranking on a parity therewith under the conditions set forth herein (which additional obligations are hereinafter sometimes referred to as "Parity Obligations"), shall be payable solely from the Net Revenues of the Utility and the Sinking Fund hereinafter referred to, both of which are hereby pledged to the payment of the Bonds. The Bonds shall be a valid claim of the owners thereof only against said Net Revenues and Sinking Fund. None of the Bonds shall be a general obligation of the City, nor payable in any manner by taxation, and under no circumstances shall the City or the Utility be in any manner liable by reason of the failure of the Net Revenues of the Utility to be sufficient for the payment in whole or in part of the Bonds and the interest thereon.

Section 3. The Bonds shall be executed as herein provided as soon after the adoption of this resolution as may be possible and thereupon they shall be delivered to the Registrar for registration and delivery to the Lender, upon receipt of the loan proceeds (the "Loan Proceeds"), and all action heretofore taken in connection with the Agreement is hereby ratified and confirmed in all respects.

Section 4. The Bonds shall be in substantially the following form:

(Form of Bond)

UNITED STATES OF AMERICA
STATE OF IOWA
IDA COUNTY
CITY OF HOLSTEIN

SEWER REVENUE BOND, SERIES 2025

No. R-1		\$5,500,000
RATE	MATURITY DATE	BOND DATE
3.01%	June 1, 2045	December 19, 2025

The City of Holstein (the "City"), in Ida County, State of Iowa, for value received, promises to pay from the source and as hereinafter provided, on the maturity date of this Bond to

IOWA FINANCE AUTHORITY

or registered assigns, the principal sum of

FIVE MILLION FIVE HUNDRED THOUSAND DOLLARS

Interest at the rate specified above shall be payable semiannually on June 1 and December 1 of each year, commencing June 1, 2026, and principal shall be due and payable in installments in the amounts shown on the Principal Payment Schedule, attached hereto as Exhibit A, on June 1, 2026, and annually thereafter on June 1 in each year until the principal and interest are fully paid, except that the final installments of the entire balance of principal and interest, if not sooner paid, shall become due and payable on June 1, 2045. Interest shall be computed on the basis of a 360-day year of twelve 30-day months.

The City Clerk shall act as Registrar and Paying Agent and may be hereinafter referred to as the "Registrar" or the "Paying Agent."

Payment of the principal of and interest on this Bond and premium, if any, shall be payable at the office of the Paying Agent to the registered owners thereof appearing on the registration books of the City at the addresses shown on such registration books. All such payments, except full redemption, shall be made to the registered owners appearing on the registration books at the close of business on the fifteenth day of the month next preceding the payment date. Final payment of principal shall only be made upon surrender of this Bond to the Paying Agent.

This Bond is one of a series of bonds (the "Bonds") issued by the City to evidence its obligation under a certain Loan and Disbursement Agreement, dated the date hereof (the "Agreement") entered into by the City for the purpose of providing funds to pay a portion of the

cost of planning, designing and constructing improvements and extensions (the "Project") to the Municipal Sanitary Sewer System of the City (the "Utility").

The Bonds are issued pursuant to and in strict compliance with the provisions of Sections 384.24A and 384.83 of the Code of Iowa, 2025, and all other laws amendatory thereof and supplemental thereto, and in conformity with a resolution of the City Council authorizing and approving the Agreement and providing for the issuance and securing the payment of the Bonds (the "Resolution"), and reference is hereby made to the Resolution and the Agreement for a more complete statement as to the source of payment of the Bonds and the rights of the owners of the Bonds.

The Bonds shall be subject to optional redemption by the City at a price of par plus accrued interest (i) on any date with the prior written consent of the Iowa Finance Authority, or (ii) in the event that all or substantially all of the Project is damaged or destroyed. Any optional redemption of the Bonds by the City may be made from any funds regardless of source, in whole or from time to time in part, in inverse order of maturity upon not less than thirty (30) days' notice of redemption by e-mail, facsimile, certified or registered mail to the Iowa Finance Authority (or any other registered owner of the Bonds). The Bonds are also subject to mandatory redemption as set forth in Section 5 of the Agreement.

The Bonds are not general obligations of the City but, together with any additional obligations as may be hereafter issued and outstanding from time to time ranking on a parity therewith under the conditions set forth in the Resolution, are payable solely and only out of the future Net Revenues (as defined in the Resolution) of the Utility of the City, a sufficient portion of which has been ordered set aside and pledged for that purpose. This Bond is not payable in any manner by taxation, and under no circumstances shall the City be in any manner liable by reason of the failure of the said Net Revenues to be sufficient for the payment of this Bond and the interest thereon.

This Bond is fully negotiable but shall be fully registered as to both principal and interest in the name of the owner on the books of the City in the office of the Registrar, after which no transfer shall be valid unless made on said books and then only upon presentation of this Bond to the Registrar, together with either a written instrument of transfer satisfactory to the Registrar or the assignment form hereon completed and duly executed by the registered owner or the duly authorized attorney for such registered owner.

The City, the Registrar and the Paying Agent may deem and treat the registered owner hereof as the absolute owner for the purpose of receiving payment of or on account of principal hereof, premium, if any, and interest due hereon and for all other purposes, and the City, the Registrar and the Paying Agent shall not be affected by any notice to the contrary.

And It Is Hereby Certified, Recited and Declared that all acts, conditions and things required to exist, happen and be performed precedent to and in the issuance of the Bonds have existed, have happened and have been performed in due time, form and manner, as required by law, and that the issuance of the Bonds does not exceed or violate any constitutional or statutory limitation or provision.

IN TESTIMONY WHEREOF, the City of Holstein, Iowa, has caused this Bond to be executed by its Mayor and attested by its City Clerk, all as of the Bond Date.

CITY OF HOLSTEIN, IOWA

By (Do Not Sign)
Mayor

Attest:

(Do Not Sign)
City Clerk

(On the back of each Bond the following certificate shall be executed with the duly authorized signature of the City Treasurer)

STATE OF IOWA
IDA COUNTY
CITY OF HOLSTEIN

SS: CITY TREASURER'S CERTIFICATE

The original issuance of the Bonds, of which this Bond is a part, was duly and properly recorded in my office as of the Bond Date.

(Do Not Sign)
City Treasurer

ABBREVIATIONS

The following abbreviations, when used in this Bond, shall be construed as though they were written out in full according to applicable laws or regulations:

TEN COM	- as tenants in common	UTMA _____
TEN ENT	- as tenants by the entireties	(Custodian)
JT TEN	- as joint tenants with right of survivorship and not as tenants in common	As Custodian for _____ (Minor) under Uniform Transfers to Minors Act
		_____ (State)

Additional abbreviations may also be used though not in the list above.

ASSIGNMENT

For valuable consideration, receipt of which is hereby acknowledged, the undersigned assigns this Bond to

(Please print or type name and address of Assignee)

PLEASE INSERT SOCIAL SECURITY OR OTHER
IDENTIFYING NUMBER OF ASSIGNEE

and does hereby irrevocably appoint _____, Attorney, to transfer this Bond on the books kept for registration thereof with full power of substitution.

Dated: _____

Signature guaranteed:

NOTICE: The signature to this Assignment must correspond with the name of the registered owner as it appears on this Bond in every particular, without alteration or enlargement or any change whatever.

