

AGENDA
CITY COUNCIL MEETING
August 21, 2025
501 Main Street
5:30 P.M.

1. Call to Order.
2. Pledge of Allegiance:
3. Roll Call.
4. Mayor's Correspondence:
5. Citizens' Request.
6. Consent Agenda.
 - Minutes of the Regular Council meeting of August 7, 2025;
 - Cash Receipts & Treasurer's Report for July 2025;
 - Resolution Approving a Liquor License for Meyers Courtyard, 629 Blondeau Street, Class C Retail Alcohol License – effective August 27, 2025;
 - Resolution Approving a Liquor License for American Legion, Keokuk Post #41, 727 Main Street, Class C Retail Alcohol License – effective September 28, 2025;
 - Approve Application for Liquor License Amendment for Ownership Update for Hy-Vee, Inc. for Hy-Vee Food Store & Hy-Vee Fast & Fresh;
 - Approve Cigarette/Tobacco License for Steam Demons Inc., effective August 13, 2025 through June 30, 2026;
 - Special Event Permit for Keokuk Cultural & Entertainment District/Main Street Keokuk, Inc., Kilbourne Bandfest, Friday, September 12, 2025, 6-8 p.m., Kilbourne Park, 1900 Timea Street;
 - Resignation of Erika Barrett from the Historic Preservation Commission, Board of Adjustments, & Keokuk Economic Development Group effective immediately;
 - Resignation of Lawrence Barrett from the City Planning Commission & Grand Theatre Commission effective immediately;
 - Resignation of Rodger Whitaker from the Rand Park Pavilion Commission, effective August 13, 2025;
 - Re-appointment of Terry Twitchell and Jean Toole to the Building & Housing Advisory Board, term to expire September 19, 2028;
 - Re-appointment of Brenda Best & Brent Haage to the Keokuk Housing Authority, term to expire September 5, 2027;
 - Re-appointment of Diane Stanley to the Human Rights Commission, term to expire September 19, 2028;
 - Re-appointment of Dan Logan to the Revolving Loan Fund Committee, term to expire June 1, 2028;
 - Re-appointment of Angela Gates and Mary Cecil to the Historic Preservation Commission, term to expire September 1, 2028;
 - Re-appointment of Mark Schickedanz to the Airport Commission, term to expire October 20, 2031;
 - Appointment of Lisa Celandia to fulfill a term on the City Planning Commission, term to expire May 14, 2028;
 - Motion to pay bills and transfers listed in Register No.'s 5489-5491;
7. Consider resolution authorizing the City of Keokuk to pay off the Southeast Iowa Development Center Loan from Keokuk Economic Development Corporation.
8. Motion to approve immediate payment of relocation expenses to the City Administrator.
9. Update on Brownfield Grant process for the Elkem Site.
10. Council Liaison Reports:
11. Staff Reports:
12. New Business:
13. Adjourn Meeting.

MINUTES
CITY COUNCIL MEETING
August 7, 2025
501 Main Street
5:30 P.M.

The City Council of the City of Keokuk met in regular session on August 7, 2025, at 501 Main Street. Mayor Kathie Mahoney called the meeting to order at 5:30 p.m. There were nine council members present, none absent. Carissa Crenshaw, Dorothy Cackley, Devon Dade, Dan Tillman, Jeff Mullin, Tyler Walker, Steve Andrews, Roger Bryant, and Michael Greenwald were present. Staff in attendance: City Administrator Jim Ferneau, City Clerk Celeste El Anfaoui, Public Works Director Brian Carroll, Code Enforcement/Housing Casey Barnes, and Water Pollution Control Manager Tom Wills.

MAYOR’S CORRESPONDENCE: Informed of upcoming area events and reminded not to dispose of lawn clippings in the street.

Motion made by Walker, second by Crenshaw to approve the agenda, including the consent agenda. (7) AYES, (0) NAYS. Motion carried.

- Minutes of the Regular Council meeting of July 17, 2025;
- Minutes of the Safety Committee meeting of July 24, 2025;
- **RESOLUTION NO. 262-2025:** Approving a Liquor License for Keokuk Labor Temple – 5 Day License, 301 Blondeau Street, Special Class C Retail Alcohol License – effective August 28-September 1, 2025;
- Special Event Permit for Jessica DeShaw, 5k Rooster Walk/Run, October 5, 2025, 10:00 a.m. to Noon, starting at Keokuk Hight School Parking Lot;
- Motion to pay bills and transfers listed in Register No.’s 5486-5488;

Mayor Mahoney opened the public hearing at 5:35 p.m. for the Keokuk Municipal Airport Terminal Rehabilitation Project. A public hearing notice was published in the Daily Gate City on July 18, 2025.

No further comments or objections were made, and Mayor Mahoney closed the public hearing at 5:36 p.m.

Motion made by Greenwald, second by Crenshaw to approve the following proposed **RESOLUTION NO. 260-2025:** “A RESOLUTION AWARDING CONTRACT FOR THE AIRPORT TERMINAL REHABILITATION PROJECT, FAA PROJECT NO. 3-19-0050-027 BIL-AIG (2025).” (9) AYES, (0) NAYS. Motion carried.

Motion made by Greenwald, second by Dade to approve the following proposed **RESOLUTION NO. 261-2025:** “A RESOLUTION SETTING DATES OF A CONSULTATION AND PUBLIC HEARING ON A PROPOSED AMENDMENT AND RESTATED TWIN RIVERS URBAN RENEWAL PLAN IN THE CITY OF KEOKUK, STATE OF IOWA.” (9) AYES, (0) NAYS. Motion carried.

Motion made by Mullin, second by Tillman to approve the following proposed **RESOLUTION NO. 263-2025:** “A RESOLUTION APPROVING CONTRACT FOR TOWING & STORAGE WITH RAIRDEN’S AUTO SALVAGE.” (9) AYES, (0) NAYS. Motion carried.

Motion made by Crenshaw, second by Walker to approve the following proposed **RESOLUTION NO. 264-2025**: “A RESOLUTION AWARDED CONTRACT WITH SHOEMAKER & HAALAND FOR CONSTRUCTION SERVICES FOR THE RIVERFRONT TRAIL.” (9) AYES, (0) NAYS. Motion carried.

Motion made by Crenshaw, second by Greenwald to approve the following proposed **RESOLUTION NO. 265-2025**: “A RESOLUTION IN SUPPORT OF AN INTEGRATED ROADSIDE VEGETATION MANAGEMENT PLAN FOR THE CITY OF KEOKUK.” (9) AYES, (0) NAYS. Motion carried.

Motion made by Walker, second by Tillman to approve the following proposed **RESOLUTION NO. 266-2025**: “A RESOLUTION APPROVING A STREET FINANCING REPORT FOR FISCAL YEAR ENDING JUNE 30, 2025.” (9) AYES, (0) NAYS. Motion carried.

Motion made by Tillman, second by Crenshaw to approve the following proposed **RESOLUTION NO. 267-2025**: “A RESOLUTION AUTHORIZING THE MAYOR TO SIGN DEMOLITION CONTRACT FOR A SINGLE-FAMILY DWELLING LOCATED AT 211 N. 8TH STREET.” (9) AYES, (0) NAYS. Motion carried.

Motion made by Greenwald, second by Tillman to approve the following proposed **RESOLUTION NO. 268-2025**: “A RESOLUTION APPROVING JOYCE PARK LEASE WITH KEOKUK YOUTH SOCCER ASSOCIATION.” (9) AYES, (0) NAYS. Motion carried.

Motion made by Greenwald, second by Walker to approve the following proposed **RESOLUTION NO. 269-2025**: “A RESOLUTION APPROVING CONTRACT FOR THE KEOKUK RIVERFRONT TRAIL PROJECT.” (9) AYES, (0) NAYS. Motion carried.

Motion made by Crenshaw, second by Cackley to approve a Special Event Permit for Lake Cooper Foundation, Big Dam Street Festival, September 25-27, 2025 @ Victory Park, serving alcohol and having a Fireworks Display. (9) AYES, (0) NAYS. Motion carried contingent upon insurance for Firework Display.

Motion made by Walker, second by Greenwald to authorize the Mayor to sign a contract with Spark Consulting to assist the Historic Preservation Commission with a Planning for Preservation Project. (9) AYES, (0) NAYS. Motion carried.

STAFF REPORTS: Wills provided an update on the funds bonded for the belt press in 2021 and how best to allocate and get approval for spending those funds now that a belt press is no longer needed. Ferneau discussed sewer rates and the need to review them in the future.

NEW BUSINESS: Cackley inquired about how to address Chad Nye’s request. The council briefly discussed the matter, and Ferneau recommended continuing the discussion at a Public Works Committee meeting.

Motion made by Tillman, second by Mulling to adjourn the meeting at 6:31 p.m.

CASH RECEIPTS
JULY 2025

General Fund	\$	404,287.82
Park Maint./Improv. Total	\$	25.00
Road Use Tax	\$	108,151.99
Employee Benefit Total	\$	77,100.94
Sales Tax - Human Development Total	\$	166,109.77
Economic Development Total	\$	29,806.71
Library Trust Total	\$	201.95
Debt Service Total	\$	55,879.54
Capital Improv. Project Total	\$	(161.02)
Perpetual Care Total	\$	800.00
WPC Maint/Operation Total	\$	221,240.16
WPC Improvement Reserve Total	\$	3.48
Solid Waste Total	\$	84,519.66
Municipal Bridge Total	\$	37,203.87
Internal Service Fund Total	\$	62,498.64
TOTAL	\$	1,247,668.51

TREASURER'S REPORT

CALENDAR 7/2025, FISCAL 1/2026

FUND	ACCOUNT TITLE	LAST MONTH END BALANCE	RECEIVED	DISBURSED	LIABILITY	END BALANCE
001	GENERAL	4,003,093.56	404,287.82	852,807.26	972.93	3,555,547.05
002	PARK MAINT/IMPROV	93,625.76	25.00	.00	.00	93,650.76
087	PUBLIC WKS EQUIP REP	12,800.78	.00	.00	.00	12,800.78
110	ROAD USE	1,921,304.59	108,151.99	126,198.03	5.03	1,903,263.58
112	EMPLOYEE BENEFIT	612,379.07	77,100.94	4,331.36	.00	685,148.65
119	EMER - TAX LEVY	211,960.22	.00	.00	.00	211,960.22
121	SALES TAX - HUMAN DEV	1,158,647.83	166,109.77	.00	.00	1,324,757.60
122	SALES TAX - INFRASTRUCT	.00	.00	.00	.00	.00
125	TAX INCREMENT FINANCING	398,200.39	.00	.00	.00	398,200.39
160	ECONOMIC DEVELOPMENT	43,878.67	29,806.71	118,495.00	.00	44,809.62-
167	LIBRARY TRUST	145,002.14	201.95	.00	.00	145,204.09
168	GRAND THEATRE RESERVE	1,051.17	.00	.00	.00	1,051.17
169	MARY E TOLMIE FUND	97,568.85	.00	.00	.00	97,568.85
182	SWIMMING POOL RESERVE	1,070.00	.00	.00	.00	1,070.00
199	AMERICAN RESCUE PLAN	.00	.00	.00	.00	.00
200	DEBT SERVICE	11,931.40	55,879.54	600.00	.00	67,210.94
301	CAPITAL IMPROV PROJECTS	4,535,685.06	161.02-	133,658.46	.00	4,401,865.58
302	RIVERFRONT BARGE	.00	.00	.00	.00	.00
303	CAP EQUIP PURCHASES	2,182.77	.00	12,474.41	.00	10,291.64-
304	CAPITAL PROJECT	18,809.67-	.00	9,520.00	.00	28,329.67-
500	PERPETUAL CARE	517,495.29	800.00	.00	.00	518,295.29
610	WPC MAINT/OPERATION	1,354,785.66	221,240.16	190,304.68	2,917.66-	1,382,803.48
611	WPC IMPR RESERVE	993,049.67	3.48	384.00	.00	992,669.15
612	SEWER MAINT EQUIP REPL	.00	.00	.00	.00	.00
613	WAT POL CONTR CAP	185,837.94	.00	.00	.00	185,837.94
614	SEWER IMPROV RESERVE	31,570.28	.00	.00	.00	31,570.28
617	CDBG SWR POINT REPAIR	1,157,219.40	.00	.00	.00	1,157,219.40
670	SOLID WASTE	548,682.39	84,519.66	86,905.47	.67-	546,295.91
671	SOL WAS EQUIP PRELACE	.00	.00	.00	.00	.00
672	CAP PROJ REMEDIAL	.00	.00	.00	.00	.00
690	MUNICIPAL BRIDGE	1,828,854.56	37,203.87	61,630.07	551.93	1,804,980.29
810	INTERNAL SERVICE FUND	12,270.32	62,498.64	64,052.88	.00	10,716.08
<hr/>						
	Report Total	19,861,338.10	1,247,668.51	1,661,361.62	1,388.44-	19,446,256.55

RESOLUTION NO.

A RESOLUTION APPROVING A CLASS C RETAIL ALCOHOL LICENSE FOR MEYERS COURTYARD, 629 BLONDEAU STREET

WHEREAS, Application has been made by Meyers Restaurant and Catering for a Class C Retail Alcohol License within Living Quarters for Meyers Courtyard, 629 Blondeau Street; **AND**

WHEREAS, Iowa Code Chapter 123 and Section 4.16.030 of the Keokuk Municipal Code require that the City Council conduct a formal investigation into the good moral character of the applicant; **AND**

WHEREAS, such an investigation has been conducted.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF KEOKUK, IOWA:

THAT, Meyers Restaurant and Catering has been found to be of good moral character and meets the requirements of Section 123.40 of the Code of Iowa; and that the Class C Retail Alcohol License within Living Quarters for Meyers Courtyard, 629 Blondeau Street, effective August 27, 2025, be approved and endorsed to the Iowa Alcoholic Beverage Division.

Passed this 21st day of August 2025.

CITY OF KEOKUK, LEE COUNTY, IOWA

By: _____
K. A. Mahoney, Mayor

ATTEST: _____
Celeste El Anfaoui, City Clerk

RESOLUTION NO.

**A RESOLUTION APPROVING A CLASS C RETAIL ALCOHOL LICENSE FOR
THE AMERICAN LEGION, KEOKUK POST #41**

WHEREAS, Application has been made by American Legion, Keokuk Post #41 for a Class C Retail Alcohol License for American Legion, Keokuk Post #41, 727 Main Street; **AND**

WHEREAS, Iowa Code Chapter 123 and Section 4.16.030 of the Keokuk Municipal Code require that the City Council conduct a formal investigation into the good moral character of the applicant; **AND**

WHEREAS, such an investigation has been conducted.

**NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY
OF KEOKUK, IOWA:**

THAT, American Legion, Keokuk Post #41 has been found to be of good moral character and meets the requirements of Section 123.40 of the Code of Iowa; and that the Class C Retail Alcohol License for American Legion, Keokuk Post #41, 727 Main Street, effective September 28, 2025, be approved and endorsed to the Iowa Alcoholic Beverage Division.

Passed this 21st day of August 2025.

CITY OF KEOKUK, LEE COUNTY, IOWA

By: _____
K. A. Mahoney, Mayor

ATTEST: _____
Celeste El Anfaoui, City Clerk



State of Iowa

Alcoholic Beverages Division

Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
Hy-Vee, Inc.	Hy-Vee Food Store	(515) 267-2800		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
3111 Main St		Keokuk	Lee	52632-0000
MAILING ADDRESS	CITY	STATE	ZIP	
5820 Westown Pkwy	West Des Moines	Iowa	50266-0000	

Contact Person

NAME	PHONE	EMAIL
Katie Nylen	(515) 267-2800	knylen@hy-vee.com

License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
LE0000457	Class E Retail Alcohol License	12 Month	Submitted to Local Authority

EFFECTIVE DATE	EXPIRATION DATE	LAST DAY OF BUSINESS
Jan 2, 2025	Jan 1, 2026	

SUB-PERMITS

Class E Retail Alcohol License

PRIVILEGES



State of Iowa

Alcoholic Beverages Division

Status of Business

BUSINESS TYPE

Corporation

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Nathan Allen	Indianola	Iowa	50125	SVP General Counsel, Asst Secretary	0.00	Yes
Andrew Schroeder	Johnston	Iowa	50131	SVP Accounting, Controller	0.00	Yes
Aaron Wiese	Urbandale	Iowa	50323	President	0.00	Yes

Insurance Company Information

INSURANCE COMPANY

POLICY EFFECTIVE DATE

POLICY EXPIRATION DATE

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE DATE

OUTDOOR SERVICE EXPIRATION DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE DATE

TEMP TRANSFER EXPIRATION DATE

Amy Benson

From: noreply@salesforce.com on behalf of IOWA ABD Licensing Support
<licensingnotification@iowaabd.com>
Sent: Monday, August 11, 2025 2:39 PM
To: Amy Benson
Cc: licensingnotification@iowaabd.com
Subject: Application App-227147 Ready for Review

Hello,

Application Number App-227147 has been set to "Submitted to Local Authority" status and is currently ready for your review.

Corp Name: Hy-Vee, Inc.

DBA: Hy-Vee Food Store

License Number: LE0000457

Application Number: App-227147

Tentative Effective Date: 1/2/2025

License Type: Class E Retail Alcohol License (LE)

Application Type: Amendment

Amendment Type: Ownership Updates

Thank you.

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State of Iowa

Alcoholic Beverages Division

Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
HY-VEE, INC.	Hy-Vee Fast and Fresh	(515) 267-2800		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
3001 Main Street		Keokuk	Lee	52632
MAILING ADDRESS	CITY	STATE	ZIP	
5820 Westown Parkway	West Des Moines	Iowa	50266	

Contact Person

NAME	PHONE	EMAIL
Katie Nylen	(515) 267-2800	knylen@hy-vee.com

License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
LG0000530	Class B Retail Alcohol License	12 Month	Submitted to Local Authority

EFFECTIVE DATE	EXPIRATION DATE	LAST DAY OF BUSINESS
May 6, 2025	May 5, 2026	

SUB-PERMITS

Class B Retail Alcohol License

PRIVILEGES



State of Iowa

Alcoholic Beverages Division

Status of Business

BUSINESS TYPE

Corporation

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Aaron Wiese	Urbandale	Iowa	50323	President	0.00	Yes
Andrew Schroeder	Johnston	Iowa	50131	SVP, Accounting, Controller	0.00	Yes
Nathan Allen	Indianola	Iowa	50125	SVP General Counsel, Asst Secretary	0.00	Yes

Insurance Company Information

INSURANCE COMPANY

POLICY EFFECTIVE DATE

POLICY EXPIRATION DATE

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE DATE

OUTDOOR SERVICE EXPIRATION DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE DATE

TEMP TRANSFER EXPIRATION DATE

Amy Benson

From: noreply@salesforce.com on behalf of IOWA ABD Licensing Support
<licensingnotification@iowaabd.com>
Sent: Monday, August 11, 2025 2:37 PM
To: Amy Benson
Cc: licensingnotification@iowaabd.com
Subject: Application App-227145 Ready for Review

Hello,

Application Number App-227145 has been set to "Submitted to Local Authority" status and is currently ready for your review.

Corp Name: HY-VEE, INC.

DBA: Hy-Vee Fast and Fresh

License Number: LG0000530

Application Number: App-227145

Tentative Effective Date: 5/6/2025

License Type: Class B Retail Alcohol License (LG)

Application Type: Amendment

Amendment Type: Ownership Updates

Thank you.

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To whom it may concern,

I, Aaron Wiese, am hereby sworn in as an owner of Hy-Vee, Inc as of 1/1/2025.

Thank you,

Aaron Wiese

Aaron Wiese

President
HY-Vee, Inc.
5820 Westown Pkwy
West Des Moines, IA 50266



Iowa Division of Criminal Investigation Criminal History Record Check Request Form



DCI Account number (if applicable)

REQUESTOR INFORMATION

Name (business or individual)

Hy-Vee, Inc.

Mailing address (street/PO Box, city, state, zip code)

5820 WESTOWN PKWY WEST DES MOINES, IA 50266

Phone number

515-267-2800

Fax number

Email address

knylen@hy-vee.com

I would like the results sent to me by:

☐ Mail

☐ Fax

☒ Email

I am required to have the results notarized:

☐ Yes

☐ No

*for specific requirements in another country only.

SUBJECT OF REQUEST INFORMATION

Multiple names require a separate Request Form and fee.

LAST NAME (required)

Wiese

FIRST NAME (required)

Aaron

MIDDLE NAME (recommended)

DATE OF BIRTH (required)

12/30/1976

GENDER M, F or Other (required)

M

SOCIAL SECURITY NUMBER (recommended)

483-92-6741

RELEASE AUTHORIZATION INFORMATION: Without a signed release from the subject of the request, a complete criminal history record may not be releasable, per Code of Iowa, Chapter 692.2. For complete criminal history record information, as allowed by law, always obtain a signed release from the subject of the request. This form (DCI-77) is the only approved release authorization form for this purpose.

This response only includes public criminal history data. Under Iowa law, most juvenile records are confidential. Confidential juvenile court records cannot be included in this response. A signed release authorization is not sufficient to obtain this information from the DCI. In order to request the release of confidential juvenile records, if any, an application must be filed pursuant to Iowa Code 232.147(18) through the Clerk of Court. Criminal history data concerning convictions for certain juvenile sex offenses can be found online through the the Iowa Sex Offender Registry (SOR). Even though some information is available online through the SOR, the actual records for juveniles may still be confidential and cannot be provided. In order to request the release of confidential juvenile records, if any, an application must be filed pursuant to Iowa Code section 232.147(18) through the Clerk of Court.

RELEASE AUTHORIZATION: I hereby give permission for the above requesting official to conduct an Iowa criminal history record check with the Division of Criminal Investigation (DCI). Any criminal history data concerning me that is maintained by the DCI may be released as allowed by law. I understand this can include information concerning completed deferred judgments and arrests without dispositions. I understand the signature below certifies the information provided is true and accurate. Furthermore, I understand this is an official statement and record. Any false statement(s) made in this record may result in further action.

RELEASE AUTHORIZATION SIGNATURE

Andrew Schroeder

FOR DCI USE ONLY

As of 8-11-25 a search of the information provided revealed:

☒ NO IOWA CRIMINAL HISTORY RECORD FOUND WITH DCI

☐ AN IOWA CRIMINAL HISTORY RECORD WAS FOUND. A COPY OF THE RECORD IS INCLUDED - DCI#

Processed by

HN

By completing these forms online, your request will be automatically sent to DCI for processing after clicking "Submit".

STATE OF IOWA/DPS

PLEASE NOTE: When submitting a request online - do not submit the same request by mail, fax or email. If so, it will be treated as a new request requiring payment.

AUG 08 2025

< CITY OF KEOKUK

Retail Tobacco License Review

CITY OF KEOKUK

1908371807

>

Application Information

Legal Ownership Information

Name of sole proprietor, partnership, corporation, LLC, or LLP	: STEAM DEMONS INC
Type of ownership	: Corporation
Primary office address	: 2621 AVENUE L FORT MADISON IA 52627-3840
Legal Ownership Phone	: 319-371-5541
Legal Ownership Email	: steamdemonsvapelounge@gmail.com

Application Information

Sales and Use Permit Number	: 307109921
Location Name	: STEAM DEMONS
Location Phone Number	: 319-371-5541
Location Address	: 419 MAIN ST BLDG KEOKUK IA 52632-5447
Location Mailing Address	: 2621 AVENUE L FORT MADISON IA 52627-3840
Renewal	: No
Start Date	: 13-Aug-2025

End Date : 30-Jun-2026

License Fee : 75.00

Types of Sales : Over the Counter

Type of Establishment : Alternative nicotine/vapor store

Types of Products Sold : Vapor Products, Alternative Nicotine Products

Do you intend to make retail sales to ultimate consumers? : Yes

Do you have other permits issued under Iowa Code chapter 453A at this retail location? If yes, provide permit number(s) in the next step : No

Corporate Officers

Title	Name	Address
owner	REUTHER, JERRY	2621 AVENUE L FORT MADISON IA 52627-3840

Suppliers List

demand vape
empire
GSD
QB Vapor/Bottld

Decision

Select the decision of whether you approve or deny this permit application.

Iowa Department of Revenue will be issuing a permit number if this application is approved. However, the local authority has the option to also issue a permit number. If the local authority decides to issue a local permit number, it can be entered in the "Local Permit Number" field. Otherwise, only the state-issued permit number will appear on the permit.

Select a Decision *

Approve	Deny
---------	------

Cancel



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Your online session will timeout after 30 minutes of inactivity. All unsaved information will be lost.

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SPECIAL EVENTS APPLICATION & HOLD HARMLESS AGREEMENT

Please complete all sections of this application. An incomplete application will be returned to applicant. Once all required documentation and signatures are received, only then will it be considered by the City Administrator, Police Chief, Fire Chief and Public Works Director for final approval. Application must be submitted at least **30 days** prior to the date of the event.

Some permits for events may require additional time for approval
(For example: Parades requiring use of a state highway)

PLEASE RETURN TO: Keokuk Municipal Building to the Attention of the City Administrator

1. APPLICANT INFORMATION

Applicant: Keokuk Cultural & Entertainment District / Main Street Keokuk, Inc.

Name/Event: Kilbourne Bandfest

Coordinator: Shane Etter, Kira Kruszynski

Mailing Address: 1026 Main Street

Daytime Phone #: 319.524.5056 (KK) 319.795.5454 (SE) Evening Phone #: 319.795.5454 (SE)

Email Address: director@mainstreetkeokuk.com

2. EVENT INFORMATION

Type of Event:
live music festival

Days/Dates of Event: 6-8 PM
Friday, September 12, 2020

Time(s) of Event: (Include Set Up/Tear Down Time)
Friday, September 12 2:00 pm - 9:00 pm

Event Location:
Kilbourne Park, 1900 Timea Street

Will event require an alcohol license or require modification of an existing license? Yes ☒ No

3. **REQUEST INFORMATION (Check All Applicable Lines)**

If you are requesting the closing of a city street, a lane must be maintained for emergency vehicles at all times.

" No Parking" on either side of the street on Timea from 19th to 21st and on both sides of the street on 19th and 21st streets between Bank and Timea

- ☒ Temporarily park in a "No Parking" area (specify location :)
☒ Temporarily close a street for a block party (specify street :) Close Bank Street from 19th to 21st streets
_____ Temporarily install structure in street right-of-way
_____ Permanently install structure in street right-of-way
☒ Use of City Park (specify park :) Kilbourne Park
_____ Parade (attach map of route and indicate streets to be closed)
_____ Walk/Run (attach map of route and indicate streets to be closed)
_____ Banner (specify location :)
_____ Tent(s) to be used – over 400 sq ft or canopies over 1,000 sq ft
_____ Fireworks (specify location :)
_____ Other (please specify :)

4. **ITEMS REQUESTED FROM THE CITY OF KEOKUK** (\$25 rental fee required per item requested)

- _____ Street barricades
_____ Emergency "No Parking" Signs
_____ Other (please specify :)

5. **SOUND SYSTEMS**

NOTE: You must comply with the City of Keokuk Code of Ordinances and any requirements attached to this permit.

Duration of event: 3 hours

Please indicate if the following will be used:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Amplified Sound/Speaker System | _____ Recorded Music |
| <input checked="" type="checkbox"/> Public Address System | <input checked="" type="checkbox"/> Live Music |

6. **SANITATION**

Applicant is responsible for the clean-up of the event area immediately following the event, including trash removal from the site.

Will additional restrooms be brought to the site? ☒ Yes ☐ No If yes, how many? ³ _____

Please name the individual, organization, or contractor responsible for clean-up and trash removal:

Contact Person: Kira Kruszynski

Address: 1026 Main Street

Daytime Phone: 319.524.5056

Evening Phone: 319.520.6063

7. **SECURITY**

Certified personnel are required by the Chief of Police at the applicant's expense for all events requiring an alcohol license. At a minimum, 2 police officers certified in the State of Iowa will be required, no exceptions.

What type of security will be provided?

_____ Number of Off-Duty Police Officers

Names:

8. **INSURANCE**

Applicant shall obtain and maintain a general liability insurance policy naming the City of Keokuk as additional insured using form IL7305 so as not to waive Owner's Governmental Immunity when conducting an **event on public property**. For **events** requiring an **alcohol license**, the minimum amount of coverage in the general liability insurance policy shall be \$2,000,000 general aggregate, \$1,000,000 personal injury and \$1,000,000 each occurrence. For all other **events** held on **public property**, the minimum amount of coverage for the general liability insurance policy will be \$500,000. This application will not be considered by the City of Keokuk until the proper insurance certificate is submitted and approved by the City Administrator.

☒ Certificate of Insurance provided and accepted ☐ Certificate of Insurance not required

9. **AGREEMENT**

In consideration of the City of Keokuk, Iowa, granting permission for the activity described above, the undersigned indemnifies and holds harmless the City of Keokuk, Iowa, its employees, representatives and agents against all claims, liabilities, losses or damage for personal injury and/or property damage or any other damage whatsoever on account of the activity described above and/or deviation from normal City regulations in the area. The undersigned further agrees to indemnify and hold harmless the City of Keokuk, Iowa, its employees, representatives and agents against any loss, injury, death or damage to person or property and against all claims, demands, fines, suits, actions, proceedings, orders, decrees and judgments of any kind or nature and from and against any and all costs and expenses including reasonable attorney fees which at any time may be suffered or sustained by the undersigned or by any person who may, at any time, be using or occupying or visiting the premises of the undersigned or the above-referenced public property or be in, on or about the same, when such loss, injury, death or damage shall be caused by or in any way result from or rising out of any act, omission or negligence of any of the undersigned or any occupant, visitor, or user of any portion of the premises or shall result from or be caused by any other matters or things whether the same kind, as, or of a different kind that the matters or things above set forth. The undersigned hereby waives all claims against the city for damages to the building or improvements that are now adjacent to said public property or hereafter built or placed on the premises adjacent to said property or in, on or about the premises and for injuries to persons or property in or about the premises, from any cause arising at any time during the activity described above. The undersigned further agrees to comply with all the rules, regulations, terms and conditions established by the City of Keokuk, Iowa.

THE UNDERSIGNED HAS READ AND FULLY UNDERSTANDS THIS DOCUMENT, INCLUDING THE FACT IT IS RELEASING AND WAIVING CERTAIN POTENTIAL RIGHTS, AND VOLUNTARILY AND FREELY AGREES TO THE TERMS AND CONDITIONS AS SET FORTH HEREIN.



Applicant/Sponsor Signature



Date

7-31-2025

DEPARTMENT APPROVALS

The request has been reviewed by the undersigned and recommended for approval with the condition as noted:

POLICE DEPARTMENT

Signature: _____ Date: _____

Recommended Conditions: _____

FIRE DEPARTMENT

Signature: _____ Date: _____

Recommended Conditions: _____

PUBLIC WORKS DEPARTMENT

Signature: _____ Date: _____

Recommended Conditions: _____

OTHER

Signature: _____ Date: _____

Recommended Conditions: _____

CITY ADMINISTRATOR APPROVAL (City Council Approval)

City Administrator Signature

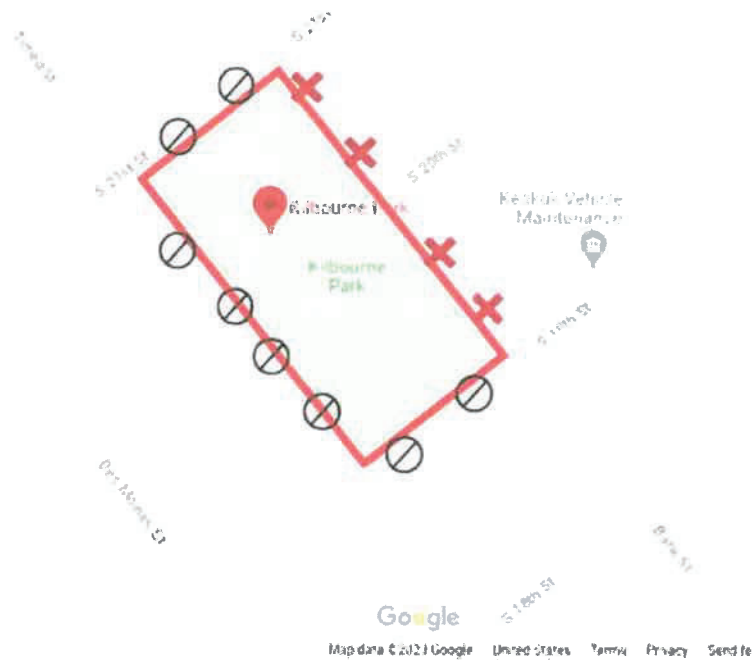
Date

Approved: _____ Denied: _____

CONDITIONS IMPOSED: _____

Date of City Council Approval (if required): _____

Please Draw a Map of Event Area or Attach a Drawing to the Application



Kilbourne Band Fest

-  Event Area
-  Street Closed
-  No Parking



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/23/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER LJ Insurance, Inc. 515 Main Street Keokuk IA 52632	CONTACT NAME: Jonna Schneider PHONE (A/C, No, Ext): (319) 524-4223 E-MAIL ADDRESS: jonnas@lj-insurance.com FAX (A/C, No): (319) 250-0913
INSURED Main Street Keokuk, Inc. 1026 Main Street Keokuk IA 52632	INSURER(S) AFFORDING COVERAGE INSURER A: Apogee Insurance Group INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES CERTIFICATE NUMBER: CL2542311874 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N <input type="checkbox"/> N/A	Y	NBP1573564	04/21/2025	04/21/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000 COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ EACH OCCURRENCE \$ AGGREGATE \$ PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

City of Keokuk is listed as Additional Insured on the General Liability

Back Alley Bandfest

CERTIFICATE HOLDER

CANCELLATION

City of Keokuk P.O. Box 400 Keokuk IA 52632	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
---	---

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PAYMENT OF THE FOLLOWING CLAIMS FOR THE CITY ARE APPROVED AND CLAIMS FOR THE LIBRARY AND AIRPORT ARE ACKNOWLEDGED FOR THE PURPOSE OF PAYING THE SEMI-MONTHLY BILLS FOR THE COUNCIL MEETING OF AUGUST 21, 2025.

REGISTER NO. 5489

BEARING HEADQUARTERS CO.	GATES WWTP	\$ 279.10
KEOKUK MUNICIPAL WATER WORKS	GARBAGE & SEWER BILLING	\$ 3,327.50
GATE CITY PUBLISHING	PUBLICATIONS	\$ 2,239.30
KEOKUK TERMITE & PEST CONTROL	PEST CONTROL JULY 2025	\$ 200.00
GRAY QUARRIES, INC	2'OVERSIZE,CM9RD ROCK ST DEPT.	\$ 577.20
JIM BAIER, INC	PARTS	\$ 402.35
HARTRICK'S LUMBER	SUPPLIES	\$ 98.71
KEOKUK HOMESTORE	SUPPLIES	\$ 153.06
RIVER CITY PARTS, INC.	PARTS	\$ 21.00
KERR FABRICATORS, INC.	STEEL CORN HOLE BOARDS PARKREC	\$ 875.00
ACCESS SYSTEMS	SERVICE	\$ 263.58
S. J. SMITH WELDING SUPPLY	OXYGEN JULY2025 FIRE DEPT.	\$ 7.93
MICROBAC LABORATORIES, INC	WPC TEST SAMPLES	\$ 586.50
TASKE FORCE, INC.	SERVICE	\$ 9,844.50
BAKER & TAYLOR BOOKS	BOOKS KEOKUK PUBLIC LIBRARY	\$ 238.14
MCFARLAND-SWAN OFFICE CITY	SUPPLIES	\$ 1,249.81
ALLIANT	SERVICE	\$ 54,068.50
THE CARDBOARD BOX	UPS CHARGES	\$ 106.08
HACH COMPANY	WPC LAB SUPPLIES	\$ 918.58
CENTURY LINK	SERVICE	\$ 704.11
GREAT RIVER REGIONAL WASTE	SERVICE	\$ 1,139.28
SAFETY-KLEEN	CLEAN REFILL TANKS	\$ 217.39
MEYERS PLUMBING	AQUATIC CENTER MATERIAL/LABOR	\$ 132.33
SHOEMAKER & HAALAND	PROFESSIONAL SERVICES	\$ 6,971.00
MODJESKI & MASTERS, INC.	BRIDGE INSP.JUNE30-JLY27,2025	\$ 1,160.00
VAN METER INDUSTRIAL	PARTS/SUPPLIES SEWER DEPT.	\$ 58.11
ELECTRIC PUMP	RAINBO L.S. SERVICE CALL	\$ 2,526.00
DIAMOND CONSTRUCTION COMPANY	COLD PATCH	\$ 2,482.40
SOUTHEASTERN COMMUNITY COLLEGE	SAFETY TRAINING CLASSES	\$ 778.00
GOODYEAR AUTO SERVICE CENTER	TIRES	\$ 584.00
VEENSTRA & KIMM, INC.	PROFESSIONAL SERVICES	\$ 7,014.20
HILL PRINTING	SUPPLIES	\$ 1,124.25
HY-VEE, INC.	SUPPLIES	\$ 103.88
SEIRPC	EPA BROWNFIELD CLEANUP GRANT	\$ 12,345.00
PER MAR SECURITY SERVICES	SERVICE	\$ 3,528.12
NORTH CENTRAL LABORATORIES	LAB SUPPLIES WWTP	\$ 303.21
NIEMANN FOODS, INC./ACE	PARTS/SUPPLIES	\$ 201.55
U.S. CELLULAR	SERVICE	\$ 711.18
TERMINAL SUPPLY CO.	PARTS/SUPPLIES	\$ 304.48

REGISTER NO. 5490

PSBA	PROFESSIONAL SERVICES	\$ 1,004.59
AT&T MOBILITY	SERVICE	\$ 722.30
BOOKPAGE	ANNUAL SUBSCRIPTION @ LIBRARY	\$ 420.00
FERGUSON ENTERPRISES LLC #1657	CREDIT ON ACCOUNT	\$ (470.20)
KEOKUK FARM & HOME SUPPLY	SUPPLIES	\$ 49.98
DOUBLE A" GLASS L.L.C. "	1/4'PLEXIGLASS IN ALUM. FRAME	\$ 130.68
FAMILY DISCOUNT FURNITURE	FURNITURE FOR KEO.FIRE DEPT.	\$ 1,700.00
CAPITAL ONE	SUPPLIES	\$ 27.15
O'REILLY AUTOMOTIVE INC.	PARTS	\$ 2,414.96
ELECTRONIC ENGINEERING	SUPPLIES KFD	\$ 726.43
LCL FARMS INC.	BIO SOLID SPREADING AUG.2025	\$ 6,500.00
HILL'S PET NUTRITION SALES,INC	ANIMAL CONTROL SUPPLIES	\$ 30.32
IOWA DEPT.OF NATURAL RESOURCES	ANNUAL NPDES FEE	\$ 1,275.00
IMI EQUIPMENT, LLC	JD PARTS SANITATION/BRIDGE	\$ 1,342.02
LEXISNEXIS RISK DATA	SERVICE	\$ 151.23
UNIVERSITY OF IOWA HEALTH CARE	SERVICE	\$ 2,404.70
EMPLOYEE BENEFIT SYSTEMS	INSURANCE PREMIUM SEPT.2025	\$ 234,515.28
RAILROAD MANAGEMENT COMPANY	SEWER PIPELINE CROSSING RENT	\$ 417.05
BRITE-WAY WINDOW SERVICE	SERVICE CITY HALL & LIBRARY	\$ 215.00
SOUTHEAST IOWA REGIONAL	SEIBUS TRANSP.SERV.APR-JUNE25	\$ 2,125.00
CARD SERVICES	SUPPLIES KEOKUK PUBLIC LIBRARY	\$ 147.19
D.I.A.L.ELEVATOR SAFETY BUREAU	SERVICE	\$ 905.00
MACQUEEN EQUIPMENT, INC.	SERVICE CAMERA SEWER DEPT.	\$ 16,345.02
TWO RIVERS VETERINARY CENTER	ANIMAL SERVICES	\$ 1,175.00
ANYTIME FITNESS	MEMBERSHIPS KPD	\$ 3,264.00
MIDWAY FREIGHTLINER,INC.QUINCY	CREDIT ON ACCOUNT	\$ (28.13)
WEST CENTRAL FS INC.	BULK FUEL	\$ 23,231.91
INTERSTATE BATTERIES OF	BATTERY BRIDGE DEPT.#84	\$ 217.95
VERIZON WIRELESS	SERVICE	\$ 751.07
ACCO	POOL CHEMICALS	\$ 911.60
RELIANT FIRE APPARATUS, INC.	PARTS/SUPPLIES KFD	\$ 1,944.78
RNJ'S DISTRIBUTION INC.	WATER + FUEL SURCHARGE	\$ 88.00
INTERSTATE BILLING SERVICE,INC	PARTS SEWER DEPT.	\$ 575.94
LYNCH DALLAS, PC.	PROFESSIONAL SERVICES	\$ 1,720.00
ARMSTRONG TRACTOR LLC	PARTS CEMETERY DEPT.	\$ 191.90
KIMBALL MIDWEST	PARTS SEWER DEPT.	\$ 284.95
CINTAS CORP	SERVICE	\$ 1,841.26
RICOH USA, INC.	KEOKUK PUBLIC LIBRARY	\$ 73.99
TSS	SERVICE	\$ 150.00
GPM ENVIRONMENTAL SOLUTIONS	PARTS/SERVICE CALL WWTP	\$ 3,809.00
COMMERCIAL CONTRACTING	CONTRACT WORK	\$ 3,272.00
ICONNECTYOU	SERVICE	\$ 877.46
RADIO KEOKUK	ADVERTISING JULY 2025	\$ 500.00

REGISTER NO. 5491

ANSELL HEALTHCARE PRODUCTS LLC	SUPPLIES WWTP	\$ 1,182.00
JAMES F. DENNIS	PROFESSIONAL SERVICES	\$ 12,336.80
STEVEN R LONG	CITY HALL JANITORIAL SERVICE	\$ 600.00
HOTSY CLEANING SYSTEMS INC.	PARTS	\$ 86.07
GREATAMERICA FINANCIAL SVCS.	KEOKUK POLICE DEPT.	\$ 246.08
LIVE VOICE	ANSWERING SERVICE	\$ 416.48
SHARED IT INC	IT SERVICES	\$ 2,532.39
TRI-STATE HEATING & ELECTRIC	NUISANCE MOWINGS	\$ 12,240.00
VERTICAL COMMUNICATIONS INC.	SERVICE	\$ 150.00
SCOTT'S ULTRA CLEAN LLC	JANITORIAL KPD AUGUST 2025	\$ 550.00
EXCEL IT SERVICES	LIBRARY IT SERVICES	\$ 396.96
SchraGIS Solutions	GIS MAINTENANCE	\$ 300.00
CIVICPLUS LLC	SUPPLEMENTATION OCT25-SEPT.26	\$ 3,661.14
MIDWEST FABRICATION & WELDING	HANDHELD REMOTS MUN. AIRPORT	\$ 2,250.00
W&S CONTRACTING	DEMO @ 1728 J STREET	\$ 13,810.00
NATIONAL INDUSTRIAL & SAFETY	SUPPLIES WWTP	\$ 329.80
MANIC ILLUSION CUSTOMZ	WORK ON CORN HOLE BOARDS	\$ 450.00
ELITE LAWN AND LANDSCAPE LLC	NUICANCE MOWINGS	\$ 3,050.00
KARL EMERGENCY VEHICLES	LABOR/PARTS KPD	\$ 7,120.25
CENGAGE LEARNING INC./GALE	SERVICE KEOKUK PUBLIC LIBRARY	\$ 87.71
EOCENE ENVIRONMENTAL GROUP,INC	KEOKUK EPA BROWNFIELDS CLEANUP	\$ 3,321.00
MH LOGISTICS CORP	PARTS	\$ 10,129.99
BOLTON & MENK, INC.	SERVICE	\$ 1,764.00
TEST INC.	WPC BIOSOLIDS	\$ 521.00
PORTA-BUBS LLC	REG.& HANDICAP UNIT PARKS	\$ 845.00
MOBILE COMMUNICATIONS AMERICA,	KVEC PARTS/LABOR RADIO	\$ 300.00
COAST TO COAST CALIBRATIONS,	SCALE/BALANCE WWTP	\$ 354.00
STRYKER SALES, LLC	KIT,REPLACEMENT BATTERY KPD	\$ 1,200.00
DIANE KEARNS	REIMB.GRAND THEATRE SUPPLIES	\$ 225.11
BRANDON NEWLAN	ONE TIME CLOTHING ALLOW.KPD	\$ 900.00
JIMMY JOHNSON	REIMB. FUEL SEWER DEPT.	\$ 80.00
ALICIA MCDANIEL	SEWER REFUND	\$ 3,323.90
Accounts Payable Total		\$ 520,556.39



COUNCIL ACTION FORM

Date: 8/21/2025

Presented By: El Anfaoui/Ferneau

Subject: Authorization to Pay Off SEIDC Loan Agenda Item: 7

Description:

Background:

City staff initially proposed that the City take over the current principal loan balance from Keokuk Economic Development Corporation (KEDC) and dissolve the existing Memorandum of Understanding (MOU) between the City and KEDC for the Southeast Iowa Development Center. Under that plan, the City would assume the loan and receive 100% (\$120,000 per year) of the rental income. Staff met twice with the finance committee, which agreed to the loan assumption. Council officially approved the above proposal on 2-20-2025.

Update:

After further consideration, staff recommends that instead of assuming the loan and making monthly payments, the City proceed with paying off the loan in full. This approach would eliminate ongoing interest payments, prevent the City from adding new debt, and avoid the administrative process required to approve and assume the loan. Paying off the loan simplifies the City's financial obligations related to the SEIDC and mitigates impacts on the City's long-term debt limit.

As of the most recent figures, the payoff amount would be \$245,664.10 if paid on August 22, 2025, or \$246,027.04 if paid on August 31, 2025.

FINANCIAL

Is this a budgeted item? YES ☐ NO ☒

Line Item #: _____ Title: _____

Amount Budgeted: _____

Actual Cost: _____

Under/Over: _____

Funding Sources:

Departments:

Is this item in the CIP? YES ☐ NO ☒ CIP Project Number: _____

COUNCIL ACTION FORM

Any previous Council actions:

Action

2-20-2025

Date

Res. approved assuming loan from KEDC

Recommendation:

Staff recommends Council consider a resolution to authorize full payoff of the SEIDC loan from KEDC and to dissolve the current MOU between the City and KEDC accordingly.

Required Action

ORDINANCE ☐ RESOLUTION ☒ MOTION ☐ NO ACTION REQUIRED ☐

Additional Comments:

MOTION BY: _____ SECONDED BY: _____

TO _____

CITY COUNCIL VOTES

[illegible]

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING THE CITY OF KEOKUK TO PAY OFF
THE SOUTHEAST IOWA DEVELOPMENT CENTER LOAN FROM
KEOKUK ECONOMIC DEVELOPMENT CORPORATION**

WHEREAS, the City Council approved a resolution assuming the Southeast Iowa Development Center (SEIDC) Loan from Keokuk Economic Development Corporation (KEDC) and dissolving the current Memorandum and Understanding (MOU) between the City and KEDC on February 20th, 2025; and

WHEREAS, the City Council previously approved assuming the loan and making monthly payments; and

WHEREAS, to reduce interest costs, avoid the addition of new long-term debt, and simplify financial obligations, the City now desires to pay off the loan in full; and

WHEREAS, the payoff amount is \$245,664.10 if paid on August 22, 2025, or \$246,027.04 if paid on August 31, 2025; and

WHEREAS, paying off the loan will mitigate the addition to long-term debt, thereby not adding to the City's debt limit and maintaining current financial stability;

**NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF
THE CITY OF KEOKUK, IOWA AS FOLLOWS:**

1. The City Council hereby authorizes the City staff to pay off the outstanding loan balance owed to Two Rivers Bank related to the SEIDC in accordance with the amounts stated above, with the final payment date not to exceed 8-31-2025.
2. Upon payoff of the loan, the City Administrator is authorized to execute any necessary documents to dissolve the existing MOU between the City and KEDC.

PASSED, APPROVED, AND ADOPTED this 21st day of August 2025.

K. A. Mahoney, Mayor

Attest: _____
Celeste El Anfaoui, City Clerk



August 12, 2025

KEOKUK ECONOMIC DEVELOPMENT CO
320 CONCERT ST
KEOKUK IA 52632

The following is a breakdown of the payoff amount for your loan #XXXXXX471 as of 08/22/2025.

Current Balance	\$244,817.24
Accrued Interest	\$846.86
Escrow in Payoff	\$0.00
Escrow Interest Withholding	\$0.00
Late Charges	\$0.00
Prepayment Penalty	\$0.00
Other Charges	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
Total Amount Due	\$245,664.10

Daily Accrual: \$40.32684

Thank you for choosing Two Rivers Bank & Trust, if we may be of further assistance, please call the Loan Department at 319-753-3919.

Sincerely,

Melissa Andries



August 12, 2025

KEOKUK ECONOMIC DEVELOPMENT CO
320 CONCERT ST
KEOKUK IA 52632

The following is a breakdown of the payoff amount for your loan #XXXXXXX471 as of 08/31/2025.

Current Balance	\$244,817.24
Accrued Interest	\$1,209.80
Escrow in Payoff	\$0.00
Escrow Interest Withholding	\$0.00
Late Charges	\$0.00
Prepayment Penalty	\$0.00
Other Charges	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
Total Amount Due	\$246,027.04

Daily Accrual: \$40.32684

Thank you for choosing Two Rivers Bank & Trust, if we may be of further assistance, please call the Loan Department at 319-753-3919.

Sincerely,

Melissa Andries



COUNCIL ACTION FORM

Date: 8-21-2025

Presented By: El Anfaoui

Subject: Consideration of immediate payment of City Administrator relocation reimbursement Agenda Item: 8

Description:

The City Administrator's employment agreement provides for reimbursement of eligible relocation expenses after one year of employment. In order to support a smooth transition, it is recommended that the Council waive the waiting period and authorize immediate reimbursement.

FINANCIAL

Is this a budgeted item? YES ☒ NO ☐

Line Item #: 001-610-6240 Title: Service/Travel-Mayor Clerk

Amount Budgeted: \$4,000

Actual Cost: _____

Under/Over: _____

Funding Sources:

Departments:

Is this item in the CIP? YES ☐ NO ☒ CIP Project Number: _____

COUNCIL ACTION FORM

Any previous Council actions:

Action

Council approved City Admin contract

Date

7-3-2025

Recommendation:

Approve waiving the 1 year waiting period and authorize immediate payment of relocation expenses to the City Administrator, in accordance with the terms of the employment contract.

Required Action

ORDINANCE ☐ RESOLUTION ☐ MOTION ☒ NO ACTION REQUIRED ☐

Additional Comments:

MOTION BY: _____ SECONDED BY: _____

TO _____

CITY COUNCIL VOTES

[illegible]

Department Heads, including provisions governing accrual and payment therefore on termination of employment.

D. The CITY agrees to provide the EMPLOYEE with a smartphone for City use.

E. The EMPLOYEE will be required to establish primary residency within the Keokuk city limits with six (6) months of employment start date and maintain said primary residency for the duration of employment with the City unless the parties agree otherwise.

F. After a year of employment, the CITY agrees to, upon the providing of acceptable documentation, reimburse Employee a lump sum payment up to Four Thousand Dollars (\$4,000) for any relocation and moving expenses, storage costs, insurance charges, rent and any other miscellaneous expenses incurred with respect to moving to Keokuk, including packing materials and direct costs associated with the sale of the Employee's existing personal residence, and real estate agent fees and other closing costs directly associated with the purchase and sale of property.

16. NO REDUCTION OF BENEFITS: The CITY shall not at any time during the term of this agreement reduce the salary, compensation, or other financial benefits of the EMPLOYEE except to the degree of such reduction across-the-board for all employees of the CITY.

17. NOTICES: Notices pursuant to this agreement shall be given by deposit in the custody of the United States Postal Service, postage prepaid, addressed as follows:

a. CITY: Mayor, City of Keokuk
501 Main Street
Keokuk, IA 52632

b. EMPLOYEE: _____

Alternatively, notices required pursuant to this agreement may be personally served in the same manner as applicable to civil judicial practice. Notice shall be deemed given as of the date of personal service or as of the date of deposit of such written notice in the course of transmission in the United States Postal Service.

18. GENERAL PROVISIONS:

A. The text herein shall constitute the entire agreement between the parties.

B. This agreement shall be binding upon and inure to the benefit of the heirs at law and executors of the EMPLOYEE.

C. If any provision, or any portion thereof, contained in this agreement is held