CITY OF GUTTENBERG, IOWA
REGULAR COUNCIL MEETING
March 9, 2026 @ 6:00 P.M.
Council Chambers, Municipal Building
A G E N D A

Mayor:	Fred Schaub	Council Member/Mayor Pro-tem:	Jane Parker
Council Member:	Steve Bahls		
Council Member:	Austin Greve	City Attorney:	Hillary Friedmann
Council Member:	Michelle Geuder	City Manager/Clerk:	Jamie Blume
Council Member:	Brian Rodenberg		

Open Meeting – Pledge of Allegiance
Roll Call

1) Approve Agenda.

2) Consent Agenda. (The consent agenda items are considered to be routine and non-controversial and all consent items will be normally voted upon in a single motion without any separate discussion on a particular item.)
   a) Approve Minutes of Regular Meeting – 2/9/2026 and Special Meeting 02/12/2026
   b) Bills & Claims.
   c) Department Reports.
   d) Simplified Renewal for Class C Retail Alcohol License for Klaes Enterprise LLC d/b/a Guttenberg Brewing Company.

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HEARING OF DELEGATIONS: This time is set aside for comments from the public on topics of City business other than those listed on this agenda. The Mayor and City Council welcome comments from the public during this time. You are requested to step to the microphone, state your name for the record, and limit the time used to present your remarks in order that others may be given the opportunity to speak.

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3) Public Hearing – rezoning consideration for former Masonic Temple Building
   a) Ordinance Amending Chapter 165 of the Code of Ordinances of the City of Guttenberg, Iowa by Rezoning PLP Lot 1 Blk 12 (130 S. First Street) from R-2 (Single Family Residential) to C-2 (General Office and Retail District)

4) Resolution – Workforce Housing Tax Credit support

5) Mowing Bid approval

6) Spraying Bid approval

7) Seasonal Marina/Park worker

8) Consideration to close city office April 15th for staff training

9) Boiler Room Discussion – consideration of Engineering Proposal for repairs

10) Envelope Inserter consideration

11) Resolution - 28E agreement with CRCSD for sidewalk, parking and driveway updates as part of the Storm Sewer and Paving project

12) Sewer Adjustment request – Merlin Herzog

13) Reports:
    a) Fire Chief.
    b) Chief of Police.
    c) Chamber of Commerce.
    d) Mayor Report.
    e) Council Reports

14) Adjourn

#2

#2a

City of Guttenberg
Regular City Council Meeting
February 09, 2026

The Guttenberg, Iowa City Council met in regular session Monday, February 09, 2026 at 6:00 P.M. in the Municipal Building City Council Chambers. Mayor Fred Schaub presided with Austin Greve, Michelle Geuder, Steve Bahls, Brian Rodenberg, Jane Parker present. Absent: None.

Guests: Dave Bahls, Dan Parker, Steve Rausch, Isaac Sweet, Keely Bergman.

Parker made a motion approve the agenda. Greve seconded. Vote: Ayes: Bahls, Greve, Rodenberg, Parker, Geuder. Nays: 0. Motion carried.

Greve made a motion to approve the Consent Agenda. Parker seconded. Vote: Ayes: Bahls, Greve, Rodenberg, Parker, Geuder. Nays: 0. Motion carried.

Approved by Consent Agenda vote:

a) Approve Minutes of Regular Meeting – 01/13/2026 and Special Meeting 02/02/2026.

b) Bills & Claims.

CHECK #	VENDOR	REFERENCE	AMOUNT
59819	ACCESS SYSTEMS	COPIES/CONTRACT LIBRARY	263.57
59816	AFLAC	EMPL SUPPLEMENTAL INS	484.30
59780	AIRGAS USA LLC	CYLINDER RENTAL	147.65
59820	ALLISON TROESTER	UTILITY DEPOSIT REFUND	230.00
59793	ALPINE COMMUNICATIONS	PHONE & INTERNET	1,684.39
59821	ALPINE COMMUNICATIONS	PHONE & INTERNET - LIBRARY	153.32
59822	AMAZON CAPITAL SERVICES	OPERATING SUPPLIES	1,344.00
59817	AMERICAN UNITED LIFE INS CO	EMPL LIFE INSURANCE	333.54
59786	AUSTIN WINCH	REIMB MILEAGE-CPO CLASS DBQ	130.50
59823	AUTOTEK SERVICE CENTER, INC	VEHICLE REPAIRS	1,605.67
59818	BLACK HILLS ENERGY	GAS UTILITIES	5,270.78
59824	BODENSTEINER IMPL. INC	OPERATING EQUIPMENT REPAIRS	800.00
59826	CHRIS JOHNSON	UTILITY DEPOSIT REFUND	440.00
59825	CHRISTOPHER BAUMFALK	UTILITY METER DEPOSIT REFUND	470.00
59827	CITY OF STRAWBERRY POINT	MINOR EQUIPMENT - 1/3 PBT EQPM	137.07
59828	CLAYTON CNTY AUDITOR	ELECTION FEES	1,084.14
59829	CONSOLIDATED ELECTRICAL DISTR	GENERATOR MAINTENANCE	5,480.00
59830	DAVID & DIANE MEYER	UTILITY METER REFUND	400.00
59831	DAVID NG	UTILITY DEPOSIT REFUND	260.00
ACH	DELTA DENTAL OF IOWA	VISION/DENTAL INS FEB 26	527.46
59832	DEREK LUDOVISSY	CONCRETE SLABS - BATTING CAGES	44,500.00
ACH	EFTPS	SS & FED WITHHOLDINGS	18,407.71
ACH	EMPLOYEE BENEFIT SYSTEMS	HRA FEES	4,357.21
59833	EUROFINS ENVIR TESTING NC, LLC	TESTING - WWTR	424.54
59781	FASTENAL CO	BROWN SORBENT	725.00
59834	FLETCHER REINHART CO	ELECTRIC SUPPLIES	1,671.55

59835	GALLS, LLC	JACKET/PATCH - FD	80.81
59836	GARY HATCHER	UTILITY DEPOSIT REFUND	460.00
59840	GUTT. IA SKILLED NURSING	UTILITY DEPOSIT REFUND	12,680.00
59839	GUTT CHAMBER OF COMMERCE	BUDGETED MONTHLY DONATION	1,666.67
59838	GUTTENBERG CITY UTILITY ACCTS	UTILITY DEPOSITS APPLIED	810.00
59837	GUTTENBERG PRESS, INC	PUBLICATIONS/NOTICES	718.23
59782	GUTTENBERG RETAILERS	EMPLOYEE SAFETY INCENTIVES	290.00
59787	HACH COMPANY	WTR/WW TESTING SUPPLIES	609.49
59841	HAWKINS, INC	CHEMICALS	1,146.12
59842	HEFEL PORTABLE SERVICES, LLC	PORTABLE RESTROOMS	710.00
ACH	IA DEPT REVENUE & FINANCE	SALES/USE/L OPT TAXES DEC 25	7,672.06
ACH	IA DEPT REVENUE & FINANCE	WATER EXCISE TAX DEC 25	2,490.91
ACH	IA DEPT REVENUE & FINANCE	EV SALES TAX JUL-DEC 25	3.28
ACH	IA DEPT REVENUE	WITHHOLDING TAXES – JAN 26	2,833.55
59788	IA PRISON INDUSTRIES	GOLF CART PERMIT STICKERS	165.00
ACH	IPERS	IPERS JAN 2026	20,002.28
59843	JAMIE BLUME	REIMB MILEAGE - CALMAR	83.60
59844	JOAN GOOD	UTILITY DEPOSIT REFUND	290.00
59845	JOSH ANDEREGG	BURIAL - SAT/FROST BURN	1,400.00
59783	KARI HOYHEIM	CAFE PLAN FY26 REIMBURSEMENT	185.00
59846	KARI MIZELL	UTILITY DEPOSIT REFUND	360.00
59847	KELSEY BRIES	UTILITY DEPOSIT REFUND	430.00
59848	KENDALL BUHMAN	UTILITY DEPOSIT REFUND	290.00
59789	KLUESNER SANITATION, LLC	SOLID WASTE DISPOSAL	13,881.92
59849	KLUESNER SANITATION, LLC	30 YD ROLLOFF EMPTIED	448.40
59850	KUEMPEL HARDWARE INC	OPERATING SUPPLIES	239.52
59784	KWIK TRIP INC. - CREDIT DEPT.	FUEL	2,077.48
59851	MEUSER LUMBER CO	OPERATING SUPPLIES	182.43
59852	MICROBAC LABORATORIES, INC.	TESTING - WTR	113.25
59853	MONTANNA SCHMIDT	UTILITY DEPOSIT REFUND	230.00
59790	MOSER MECHANICAL	REMOVE RADIATOR - PD	235.00
59854	NATHAN CLEFISCH	UTILITY DEPOSIT REFUND	200.00
59855	ORIGIN DESIGN	ENGINEERING FEES	5,828.50
59856	PRESS PRINTS	PD UNIFORMS	171.00
59857	RILEY MEYER	UTILITY DEPOSIT REFUND	235.00
59858	RIVERSIDE TECH	UPDATE ELEC/TECH IN PD	530.00
59859	SCHUSTER, MICK & FRIEDMANN	LEGAL FEES	158.50
59860	SJ ELECTRO SYSTEMS INC.	WTP FIBER COMMS UPGRADE	10,977.00
59861	TELVUE CORPORATION	CHANNEL 6 ANNUAL SUBSCRIPTIONS	2,700.00
59862	TERRY PENSEL	UTILITY DEPOSIT REFUND	190.00
59863	THOMAS WEYANT	ENERGY REBATE - INSL. DOOR	500.00
59864	TRACY WARD	UTILITY DEPOSIT REFUND	115.00
59865	ULINE	POLICE OFFICE FURNITURE	7,033.30
59791	UNIVERSAL ELECTRIC SUPPLY	ELECTRIC SUPPLIES	292.75

59866	UNIVERSAL ELECTRIC SUPPLY	ELECTRIC SUPPLIES	211.59
59794	US CELLULAR	CELL PHONES/TABLETS/HOT SPOTS	483.99
59792	UTILITIES	CITY UTILITIES	13,421.71
59785	UTILITY SERVICE CO., INC.	QTLY MAINT - WTR TOWER	3,554.61
59795	WELLMARK BC/BS OF IOWA	MEDICAL INSURANCE - FEB 26	18,711.82

c) Department Reports.
d) Resolution No. 3476-26, Resolution to Approve Official Appointments.
e) Simplified Renewal for Class B Retail Alcohol License for BSADEWASSER LLC d/b/a Sodes Green Acre.
f) Simplified Renewal for Class B Retail Alcohol License for DOLGENCORP LLC d/b/a Dollar General #9693
g) Update to Ownership for Class B Retail Alcohol License for Kwik Trip Inc. d/b/a Kwik Star.

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HEARING OF DELEGATIONS: None.

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Public Hearing regarding Proposal to Issue Revenue Bonds or Notes for GEIDC Loan was open and closed with no comment. Rodenberg made a motion to approve Resolution No. 3477-26, a Resolution Approving Proceedings for the Issuance and Sale of Revenue Bonds or notes (GEIDC Project) in an Aggregate Principal Amount Not to Exceed $1,300,000. Bahls seconded. Roll Call Vote: Ayes: Parker, Bahls, Greve, Rodenberg and Geuder. Nays:0. Motion Carried.

Greve made a motion to approve Resolution No. 3478-26, A Resolution Authorizing and Providing for the Issuance of Not to Exceed $1,300,000 Aggregate Principal Amount of a Revenue Bond, Series 2026 (GEIDC Project), of the City of Guttenberg, Iowa, for the Purpose of Lending the Proceeds thereof to the Borrower; the Execution and Delivery of a Loan Agreement between the City and the Borrower Providing for the Repayment Obligation; the Sale of Said Bond; the Execution of an Assignment and Pledge Agreement; and the Execution of Other Documents Related Thereto. Parker seconded. Roll Call Vote: Ayes: Parker, Bahls, Greve, Rodenberg and Geuder. Nays:0. Motion Carried.

Discussed Penny Rausch's request to address council. Isaac Sweet spoke with council regarding assistance from City on grants. Discussed that they are seeking funding for roof, windows and doors at this point with plans for interior update once a determination is made on the zoning change request for the property. Their goal is to try to keep close to original in new uses. Rodenberg made a motion to approve letters of support for grants from the City. Parker seconded. Ayes: Parker, Bahls, Greve, Rodenberg and Geuder. Nays:0. Motion Carried. Discussed Dan Parker's request to purchase City Property. Item will be tabled and go into closed session at meeting on March 23, 2026 at 5:45pm.

Bahls made a motion to approve a sewer adjustment request for 1108 N. Fifth Lane. Parker seconded. Ayes: Parker, Bahls, Greve, Rodenberg and Geuder. Nays:0. Motion Carried.

Discussed Boiler Room. Discussed getting information on expenses of building and look into grants for repairs.

Parker made a motion to approve River Park Cruiser's Street Closure request for the Car Cruise that will be held on September 12, 2026 from 6AM- 4PM with street closures from Schiller to Main Street and the side streets to alleys. Geuder seconded. Ayes: Parker, Bahls, Greve, Rodenberg and Geuder. Nays:0. Motion Carried.

Discussed Concession Stands at the ballfields. Bahls made a motion to advertise for groups to take over the Concession Stands. Rodenberg seconded. Ayes: Parker, Bahls, Greve, Rodenberg and Geuder. Nays:0. Motion Carried.

Discussed Full Update to the City Code. Rodenberg made a motion to accept the proposal from IA Codification ($7,000) to update the code books. Greve seconded. Ayes: Parker, Bahls, Greve, Rodenberg and Geuder. Nays:0. Motion Carried.

Bahls made a motion to set the Public Hearing date for the Property Tax Levy for March 23, 2026 at 5:30pm and the special council meeting for March 23, 2026 at 5:45pm in the Council Chambers. Greve seconded. Ayes: Parker, Bahls, Greve, Rodenberg and Geuder. Nays:0. Motion Carried.

Discussed Diamond Mower Attachment. Parker made a motion to approve to move forward with the order. Geuder seconded. Ayes: Parker, Bahls, Greve, Rodenberg and Geuder. Nays:0. Motion Carried.

Discussed Envelope Inserter for Utility Billing. Discussed seeing if a trade in could be made for the current printer/folder for a new one with a folder and envelope inserter.

Bahls made a motion to approve CLG (Historic Preservation) 2025 Annual Report. Parker seconded. Ayes: Parker, Bahls, Greve, Rodenberg and Geuder. Nays:0. Motion Carried.

Reports:

- Fire Chief: Written.
- Chief of Police: Written.
- Mayor Report: None
- Chamber Report: Chamber will host a facilitated discussion on 02/16/2026 at 6:30 PM in the Municipal Building.
- Council Report: None.

Greve made a motion to adjourn the meeting at 7:05 pm. Parker seconded. Council Vote: Ayes: Greve, Rodenberg, Bahls, Parker, Geuder. Nays: 0. Motion carried.

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Fred Schaub, Mayor

ATTEST:

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Jamie Blume, City Manager

CITY OF GUTTENBERG, IOWA
City Council Special Meeting
February 12, 2026 @ 4:30PM

The Guttenberg, Iowa City Council met in special session Thursday, February 12, 2026 at 4:30 P.M. in the Municipal Building Council Chambers. Mayor Fred Schaub called the meeting to order with Roll Call and the Pledge of Allegiance. Council Present: Michelle Geuder, Steve Bahls, Brian Rodenberg, Jane Parker and Austin Greve. Absent: None. Guest: Tab Chambers, Derek Chambers, Kari Hoyheim, Kassidy Brandel, Keely Bergman and Marc Ruden.

Greve made a motion to approve the agenda. Parker seconded. Vote: Ayes: Greve, Bahls, Parker, Rodenberg, Geuder. Nays: 0. Motion carried.

Marc Ruden with Origin spoke regarding the change order for the Flood Control Energy Efficiency Electric Updates project. Ruden explained that the first motor was pulled for rewinding and issues with the motor set-up were uncovered. To rewind the 3 motors the expense would increase to an amount totaling nearly the same amount as purchasing new motors. The change order presented includes 3 new motors, changes to motor control cabinets and other items within the building that would need to be changed to accommodate the new motors, and rebuilding the existing motor to get it back in place for use prior to the spring river flooding. Bahls made a motion to approve change order #1 totaling $130,146.00. Parker seconded. Vote: Ayes: Greve, Parker, Rodenberg, Bahls, Geuder. Nays: 0. Motion carried.

Discussed resignation of officer Rans and the status of the police department. Chief Chambers shared that the department has had the full 5 officers in place for only 3 full pay periods. He shared that the 3 pay periods prior to all 5 being in place and the new schedule being utilized resulted in 173 hours of OT and 45 hours filled with reserve officers. For the 3 pay periods with the full 5 officers and the new schedule there were 51 hours of OT and 12 hours filled by a reserve officer. Rodenberg made a motion to approve advertising for a 5th officer to continue the trial of the new schedule. Geuder seconded. Vote: Ayes: Greve, Rodenberg, Bahls, Geuder. Nays: Parker. Motion carried.

With no further business, Rodenberg made a motion to adjourn at 4:54 p.m. Greve seconded. Vote: Ayes: Greve, Rodenberg, Bahls, Parker, Geuder. Nays: 0. Motion carried.

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Fred Schaub, Mayor

ATTEST:

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Jamie Blume, City Manager

#2b

CITY OF GUTTENBERG
COUNCIL MEETING
MARCH 9, 2026
PREPAIDS

59888	AIRGAS	CYLINDER RENTAL	147.65
59889	ALPINE COMMUNICATIONS	PHONE & INTERNET	1,669.71
59926	ALPINE COMMUNICATIONS	PHONE & INTERNET – LIBRARY	154.44
59930	AMERICAN UNITED LIFE	EMPL LIFE INS	376.00
59931	BLACK HILLS ENERGY	GAS UTILITY	6,429.74
59933	BODENSTEINER	OIL & FILTER – CEM	48.61
59890	CATALIS	WEBSITE HOSTING	2,876.42
59891	CONSOLIDATED ELECT.	GENERATOR MAINT. – ACRE ST.	1,355.00
59892	CULLIGAN	BOTTLED WATER	45.00
ACH	DELTA DENTAL	VISION/DENTAL INS – MAR 26	654.54
59893	DOLLAR GENERAL	OPERATING SUPPLIES	47.90
ACH	EFTPS	SS & FED WITHHOLDINGS 2/12/26	8,003.38
ACH	EFTPS	SS & FED WITHHOLDINGS 2/27/26	7,946.50
ACH	EBS	HRA FEES 2/17/26	2,395.57
ACH	EBS	HRA ADMIN FEES	113.40
59934	GARNAVILLO OIL	DIESEL FUEL	1,765.94
59894	GORDON FLESCH	COPIER MAINT THROUGH 3/7/26	112.00
59895	GUTT MUN HOSPITAL	RANDOM SCREENING	80.00
ACH	IA DEPT REVENUE	SALES/L OPT/USE TAXES – JAN 26	5,803.74
ACH	IA DEPT REVENUE	WATER EXCISE TAXES – JAN 26	2,601.55
ACH	IA DEPT REVENUE	WITHHOLDING TAXES – FEB 26	1,650.64
ACH	IPERS	IPERS FEB 2026	11,867.09
59896	JOHN DEERE FINANCIAL	CLOTHING ALLOWANCE	213.85
59897	J & R SUPPLY	MARKING FLAGS/HIVIZ JACKET	268.00
59927	KLUESNER SANITATION	SOLID WASTE DISPOSAL	13,746.56
59898	KWIK TRIP INC. - CREDIT DEPT.	FUEL	2,316.42
ACH	MJ ELECTRIC	ELECTRIC UPDATES	18,625.82
59887	PETTY CASH	POSTAGE/CAR WASH/ROTARY	162.94
59928	PREMIER POLYSTEEL	PARK BENCHES	16,200.00
59899	RPGI	WHOLESALE POWER	160,308.83
59935	SJ ELECTRO	WATER SYSTEM UPDATES	20,291.00
59900	UNIVERSAL ELECTRIC SUPPLY	ELECTRIC SUPPLIES	169.19
59936	UNIVERSAL ELECTRIC SUPPLY	ELECTRIC SUPPLIES	276.02
59929	US CELLULAR	CELLPHONES/TABLETS/HOT SPOTS	483.99
59932	USA BLUE BOOK	STENNER PUMP/TUBING	1,563.24
59901	UTILITIES	CITY UTILITIES	12,016.28
59902	VFC	SOFTENER SALT	6,720.88
59903	WASHINGTON NTL	EMPL. SUPMNTL INS	524.70
59904	WELLMARK BC/BS OF IOWA	MEDICAL INSURANCE – MAR 26	20,358.58
59905	WELLS FARGO	OPERATING SUPPLIES	457.50

CITY OF GUTTENBERG
COUNCIL MEETING
MARCH 9, 2026
INVOICES FOR CONSIDERATION

VENDOR	REFERENCE	AMOUNT
ACCESS SYSTEMS	COPIES/CONTRACT - LIBRARY	45.70
AFLAC	EMPL SUPPLEMENTAL INS	484.30
AMAZON CAPITAL SERVICES	OPERATING SUPPLIES	1,198.58
AUTOTEK SERVICE CENTER, INC	VEHICLE REPAIRS	184.85
BROWN'S SALES & LEASING	VEHICLE REPAIRS - 23 TAHOE	1,789.64
CASS COUNTY LIBRARY ASSOC.	PUZZLES	27.00
CLAYTON CNTY TREASURER	PROP/TRANSMISSION TAXES	838.00
CLAYTON COUNTY DEV GROUP	PARTNERSHIP IN MARKETING CAMP.	2,000.00
EMPLOYEE BENEFIT SYSTEMS	HRA FEES 03/03/26	460.90
EUROFINS ENVIR TESTING NC,LLC	TESTING - WWTR	424.54
FLETCHER REINHART CO	ELECTRIC SUPPLIES	672.82
GUTTENBERG CHAMBER OF COMMERCE	BUDGETED MONTHLY DONATION	1,666.66
GUTTENBERG PRESS, INC	PUBLICATIONS/NOTICES	414.10
HEFEL PORTABLE SERVICES, LLC	PORTABLE RESTROOMS	710.00
HENDERSON TRUCK EQUIP	SNOW PLOW/HARDWARE	3,654.25
JAMIE BLUME	REIMB MILEAGE - MARION CM MTG	114.55
LISA FINCH	REIMB. OPEN MEETING TRAINING	50.00
MICROBAC LABORATORIES, INC.	TESTING - WTR	87.00
MOSER MECHANICAL	BOILER REPAIRS MUNI BLDG	210.00
NAIC OPTINS	CEMETERY PC ANNUAL REPORT	47.50
ORIGIN DESIGN	ENGINEERING SERVICES	2,051.60
RIVERSIDE TECH	HARD DRIVE-MUNI BLDG CAMERAS	245.00
ROBIN BAUER	REIMB OPEN MEETING TRAINING	50.00
SIMMERING CORY/IA CODIFICATION	JANUARY 2026 SUPPLEMENT	144.00
SMOKE-EATER	ANNUAL SUBSCRIPTION FEES	252.00
STRYKER	AED BATTERIES	300.00
SUBSURFACE INSTRUMENTS INC.	WATER LEAK DETECTOR REPAIRS	677.00
UNITYPOINT CLINIC-OCC MED	RANDOM SCREENING FEES	84.00
UPPER EXPL REG PLANNING COMM	EECBG FC GRANT ADMIN	997.36

#2c

Guttenberg Public Library
February 2026 Monthly Report

Monthly Library Users	508
Total Cardholders	1719
New Cardholders	3
Physical Items Checked Out	486
eBooks Checked Out	186
eAudiobooks Checked Out	248
Physical Materials Added	42
Public Computer Users	35
Wifi Total Visits	204*
Programs Held	12
Program Attendance	60
Reference Questions Answered	20
People Using Meeting Room	45
Member amount saved	7,691.79

*count is only from February 9-28 due to disconnected scanning

Black History Month was featured at the library.

Love monsters were created during storytime!

There was fierce competition during the Winter Olympics STEM program.

Upcoming Programs & Events

Storywalk: "Fritz and the Beautiful Horses" by Jan Brett
Mahjongg: Thursdays @ 1 PM
Adult Game Afternoon: Fridays @ 1 PM
Book Discussion: 1st Tuesday of month, 6 PM
Writers Open Mic: 1st Thursday of month, 7 PM
Library Foundation Meeting- Monday, 3/9 @ 6:30 PM
Kids Painting Craft- Monday, Monday, 3/16 @ 10 AM
Storytime w/Miss Nancy- Monday, 3/23 @ 10 AM
Library Board Meeting: Monday, 3/23 @ 6 PM
Spring Community Art Show: during April

CITY OF GUTTENBERG
HISTORIC PRESERVATION COMMISSION
February 18, 2026

The Historic Preservation Commission for Guttenberg, Iowa, met on February 18, 2026 at 12:00 pm in the Council Chambers. Present: Chris Schoen, Julie Parker, Andy Reimer, Dan Kuempel. Absent: Lee Johnston. Guest: Austin Greve.

Kuempel made a motion to approve the agenda. Reimer seconded. Vote: Ayes: Reimer, Kuempel, Parker, Schoen. Nays: 0. Motion Carried.

Parker made a motion to approve minutes dated November 12, 2025. Kuempel seconded. Vote: Ayes: Kuempel, Parker, Reimer, Schoen. Nays: 0. Motion Carried.

Discussed Grotto. Schoen talked to Marc Kuempel about coordinating with Andy Reimer for cleaning and tuck pointing. Sharon Keehner whose ancestor was a Wolter and wants to be part of the restoration. Group will invite her to the next meeting. Schoen will give update to Michele Von Handorf on the timeline for repairs regarding the FCC grant funds.

Discussed Annual Report. Report was approved by Council and ready for uploading and submission.

Other discussion: Collecting old photos to digitize to preserve and share on the Heritage Facebook page. Discussion on idea to repurpose the Welcome Center to include museum space. Discussed concerns with Albertus building and ideas to help retain that historical structure. Kuempel emailed owner of 222 S. River Park Drive to thank him for updates he performed last fall.

Next meeting date set for March 25, 2026 at Noon in the Council Chambers.

Parker made a motion to adjourn meeting. Reimer seconded. Vote: Ayes: Reimer, Schoen, Parker, and Kuempel. Nays: 0. Motion Carried.

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Jamie Blume, City Manager

CITY OF GUTTENBERG
RECREATION BOARD MEETING
February 18, 2026 at 9AM
Council Chambers

The Recreation Board of the City of Guttenberg met Wednesday, February 18, 2026 at 9AM in the Council Chambers. Present: Debbie Eulberg, Patty Kulper, Rose Eglseder, John Barron, and Bec Knudtson. Guest: Dan Pierce.

Barron made a motion to approve the agenda. Eulberg seconded. Ayes: Knudtson, Eglseder, Eulberg, Kulper, Barron. Nays: 0. Motion carried.

Eglseder made a motion to approve minutes of December 17, 2025. Kulper seconded. Ayes: Eglseder, Knudtson, Eulberg, Kulper, Barron. Nays: 0. Motion carried.

Discussed ball fields/facilities/playgrounds. Keaton Reimer will be running the concession stand. Batting cage update - surface needs to be added and then the batting cage frames and nets can be installed. Jeff Hoeger to build shed at Vet's Field and the materials are here. John Hess family donation – suggestions to be used towards possibly getting a new drag or towards the new outfield lights. Soccer field was aerated and sand was added to level after RAGBRAI.

Discussed Swim Pool. Possible paint project soon- will need to occur in the fall of the year, Dan Pierce will get quotes. New chemical company to start this spring. Austin Winch is a new CPO. Sun shades are all faded but holding up well. Dan will research an epoxy coating for stall barriers in changing rooms, or cost of replacements. Jordan Millard will start cleaning to bathhouse as needed. Interviews and Trainings for staff will be held on Mondays. Include training dates through the year, Fridays during swim lesson weeks.

Pool Manual, job descriptions and expectations will be reviewed and discussed at meeting on March 05, 2026 at 10AM. Will also discuss wages and fees.

Discussed No Trespass Orders for two individuals. Kulper made a motion to approve No Trespass Order for DR. Eglseder seconded. Ayes: Eglseder, Knudtson, Eulberg, Kulper, Barron. Nays: 0. Motion carried. Eglseder made a motion to approve No Trespass Order for TN. Kulper seconded. Ayes: Eglseder, Knudtson, Eulberg, Kulper, Barron. Nays: 0. Motion carried.

Next meeting will be held on March 05, 2026 at 10am.

Old Business: None.

New Business: Discuss Pool concession items on next agenda. Bring list of items stocked.

Kulper made a motion to adjourn. Barron seconded. Ayes: Knudtson, Eglseder, Eulberg, Kulper, Barron. Nays: 0. Motion carried.

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Jamie Blume, City Manager

#2d

WELCOME TO Guttenberg

City of Guttenberg

502 South First St.
PO Box 580
Guttenberg IA 52052-0580

GUTTENBERG POLICE DEPT

DATE: 3/4/26

NAME: Klaes Enterprise LLC

D/B/A: Guttenberg Brewing Co.

LOCATION ADDRESS: 530 S. First St.

REQUESTING LIQUOR PERMIT:

CLASS C Retail Alcohol License

X ON PREMISES ____ OFF PREMISES

X SUNDAY SALES

X OUTDOOR SERVICE (DRAWING ATTACHED)

____ LISTED ADDITIONAL SERVICES

POLICE DEPARTMENT SUGGESTED ACTION:

X APPROVE

____ DISAPPROVE

COMMENTS: _____

Police Chief, City of Guttenberg 2/1

www.cityofguttenbergia.gov mmeyer@cityofguttenbergia.gov
Fax 563.252.3157 PH 563-252-1161 ext. 202

Applicant

Help

Name of Legal Entity : KLAES ENTERPRISE LLC

Business Name (DBA) : GUTTENBERG BREWING COMPANY

Business Type : Limited Liability Company

Insurance Company : ILLINOIS CASUALTY CO

Premises Address

Street : 530 SOUTH 1ST STREET

Suite/Apt :

City : GUTTENBERG

County : CLAYTON

State : IOWA

ZIP : 52052-0000

Mailing Address

Street : PO BOX 994

Suite/Apt :

City : GUTTENBERG

County : CLAYTON

State : IOWA

ZIP : 52052-0994

License Information

License Number : LC0049619

License/Permit Type : Class "C" Retail Alcohol License (LC)

Current Status : Active

Premises Type : Brewer

Term : 12 months

Effective Date : 28-Apr-2025

Expiration Date : 27-Apr-2026

Contact Information

Name : KATHRYN LEE

Phone Number : (563) 880-9776

Email : leekat730@gmail.com

ⓘ License status history that predates November of 2022 is not accessible online. Please make a Public Records Request for this information.

License Status History

Date	Status
01-Nov-2025	Active
16-Mar-2023	Call for Status

ⓘ Application history that predates November of 2022 is not accessible online. Please make a Public Records Request for this information.

Application History

Application ID	Application Type	Stage	Date
0-010-133-178	Class "C" Retail Alcohol L	Dramshop Revie	03-Mar-2026
0-010-133-178	Class "C" Retail Alcohol L	New	03-Mar-2026

Ownership

Name : LEE, KATHRYN

% of Ownership : 100.0000

Position : Owner

#3

PAID
JAN 15 2026
CITY OF GUTTENBERG

CITY OF GUTTENBERG, IOWA
APPEAL TO THE BOARD OF ADJUSTMENT

APPLICANT: Penny & Steven Rausch DATE: 01-03-2026

ADDRESS: 130 S First Street Guttenberg, IA PHONE: 563-581-5072

EMAIL: pennysue12sweet@gmail.com

APPLICATION IS HEREBY MADE TO THE BOARD OF ADJUSTMENT FOR:

_____ Administrative Review - 165.39(1)

_____ Special exception to the zoning code - 165.39(2)

__X__ Variance from the zoning requirements - 165.39(3)

A written application for a variance is submitted demonstrating, in detail, each of the conditions or situations as described below: *(City Code Section 165.39(3))*

1. That 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.
The building is currently zoned R2. We are seeking to rezone to C1 to utilize the property more efficiently. It no longer acts as a free mason, and turning the building into residential would take away from the preservation.

2. That literal interpretation of the provisions of this Ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this Ordinance.
Several other lots closely located, operate as businesses, and would add to the commercial pull in that designated area.

3. That the special conditions and circumstances do not result from the actions of the applicant.
N/A

4. That granting the variance requested will not confer on the applicant any special privilege that is denied by this Ordinance to other lands, structures, or buildings in the same district and that no permitted use of land, structures, or buildings in other districts shall be considered grounds for the issuance of a variance.
This variance will apply only to 130 S First street.

The purpose of this appeal is to permit: The Rezoning of 130 S 1st Street from R2 to C1.

Address of the property affected: 130 S First Street

Zoning District: R2

Legal description of the property affected: PIP Lot 1 Blk 12 parcel ID: 30-17-255-001

Regulation	Required	Proposed Setback
Lot/Tract area		
Front yard		
Side yard		
Rear yard		
Maximum height/ Number of stories		
Off-street parking		
Other	X	X

Principal use: Commercial Event space

Applicant's Signature: Jenny Rausch Date: 01-03-2026

>>>

OFFICE USE:

Fee Paid: Y or N Amount:____________ Cash { } Check { } CK #______________

B of A Meeting Scheduled Y or N Date:______________________ Time:__________

Adjoining Property Owners Notified: Y or N

Public Hearing Notice Published in Newspaper: Y or N Date:______________

Applicant Notified of Meeting Date: Y or N

CITY OF GUTTENBERG, IOWA
PLANNING AND ZONING COMMISSION
Thursday, February 19, 2026 @ 4:30 PM
City Council Chambers

The Planning and Zoning Commission for Guttenberg, Iowa, met on Thursday, February 19, 2026 at 4:30 PM in the Council Chambers of the Municipal Building. James Eglseder, Al Troester, Steve Miller, Howard Hubbell and Val Meyer were present. Absent: Donald Herkes and JJ Rochford. Guest: Chris Schoen, Steve Rausch, Steve Bahls and Isaac Sweet.

Troester made a motion to approve the agenda. Meyer seconded. Ayes: Meyer, Miller, Troester and Hubbell. Nays:0. Motion Carried.

Troester made a motion to approve the minutes from the October 30, 2025 meeting. Miller seconded. Ayes: Meyer, Miller, Troester and Miller. Nays:0. Motion Carried.

Discussed Penny and Steve Rausch's rezoning request. Isaac Sweet shared their ideas to update the building and potential future uses to utilize the space. Jim Eglseder arrived at 4:43PM. Discussed off-street parking requirements in C-1 and C-2 districts. Miller made a motion to recommend Council to rezone property to C-2 district. Troester seconded. Ayes: Meyer, Miller, Troester, Eglseder and Hubbell. Nays: 0. Motion Carried.

Old Business: None.

New Business: None.

Eglseder made a motion to adjourn at 5:01pm. Meyer seconded. Ayes Meyer, Eglseder, Troester, Miller and Hubbell. Nays:0. Motion Carried.

_____

Jamie Blume, City Manager/Clerk

GUTTENBERG, IOWA

Date: March 09, 2026

RECOMMENDATION OF ADJOINING PROPERTY OWNERS

A Petition for a change in the __X__ zoning regulations, ___ variance, _____ special exception, as applied to the property described as:

Penny & Steve Rausch– PLP Lot 1 BLK 12., in the City of Guttenberg, Iowa (130 S. First St.)

The Petition requests a change as follows:--

Rezoning from R-2 (Single Family Residential) to C-2 (General Office and Retail).

✓ I hereby approve as an adjoining property owner, for the above requested petition.

___ I hereby disapprove as an adjoining property owner, for the above requested petition.

Yhelo Lucas 3-2-26

Signature Date

Adjoining Property Owner

111 S. 1st Street

Address

(319) 481-1587

Phone Number

3-2-26

Date Returned

GENERAL OFFICE AND RETAIL DISTRICT

PERMITTED PRINCIPAL USES AND STRUCTURES	MINIMUM REQUIRED OFF-STREET PARKING
1. Dry cleaners or laundry	Two off-street parking spaces for permitted residential uses. *(Ord. 526-09)*
2. Clubs and lodges	
3. Retail businesses	
4. Personal service and repair shops (does not include auto, farm, or truck repair)	
5. Businesses and professional offices and studios	
6. Medical, dental, chiropractic clinics	
7. Restaurant, nightclub, café, or tavern	
8. Public buildings and utilities but not including storage or maintenance yards or buildings	
9. Parking lots *(Ord. 514-08)*	
10. Plumbing and heating sales, service and repair shops	
11. Hotels and Motels *(Ord. 653-20 – Feb. 20 Supp.)*	
12. Printing, publishing, and engraving	
13. Dance or music schools	
14. Commercial amusements	
15. Wholesale display and salesroom	
16. Lumber yard or building material sales yard	
17. Community meeting or recreation building	
18. Dwelling unit above a store or shop	
19. Basement dwelling unit below a store or shop *(Ord. 407-96)*	
20. Daycare centers and preschools *(Ord. 415-97)*	
21. (Repealed by Ordinance No. 652-20 – Feb. 20 Supp.)	

PERMITTED ACCESSORY USES AND STRUCTURES

1. Uses and structures clearly incidental and necessary to the permitted principal use or structures of this district.
2. Storage warehouses used in conjunction with the permitted principal uses or structures of this district.
3. Temporary buildings used in conjunction with construction work, provided that such buildings are removed promptly upon completion of the construction work.
4. (Repealed by Ordinance No. 652-20 – Feb. 20 Supp.)
5. Garage, private. *(Ord. 514-08)*
6. Solar Collectors. *(Ord. 627-18 – Jul. 18 Supp.)*

SPECIAL EXCEPTION USES AND STRUCTURES

1. No outside storage shall be permitted.
2. Garages, public and garages, storage. *(Ord. 514-08)*
3. The enlargement, expansion and/or alteration of a residential use or structure which has existed in this district for a period of at least twenty (20) years upon a finding by the Board of Adjustment that such enlargement, expansion and/or alteration will not diminish the potential use of the land or structure for the permitted uses described above.
   (Ord. 428-98)
4. Balconies over sidewalks as described in Sections 136.20 and 165.47.
   (Ord. 645-19 – Nov. 19 Supp.)
5. Automotive display, sales, and service not exceeding twenty thousand (20,000) square feet in total footprint, with outdoor display comprising no more than fifty percent (50%) of the total footprint.
   (Ord. 642-19 – Nov. 19 Supp.)
6. Bed and Breakfast/Bath Inn or Bed and Breakfast/Bath Home.
   (Repealed by Ord. 667-21 – May 21 Supp.)

MINIMUM LOT AREA AND WIDTH	MINIMUM REQUIRED FRONT, SIDE AND REAR YARD	MAXIMUM HEIGHT
Commercial Uses: No minimum	Commercial Uses: None, except where a residential use exists on the property (see Ord. No. 486-06), a rear yard of 20 feet shall be provided and where adjacent to an R District, a front or side yard of 10 feet and a rear yard of 20 feet shall be provided. *(Ord. 642-19 – Nov. 19 Supp.)*	4 stories or 50 feet

PERMITTED SIGNS

1. Advertising signs, trade, business or industry identification signs provided that:
   a. Freestanding signs shall not exceed twenty-five (25) feet in height and sixty-four (64) square feet in area per face.
   b. Signs attached to a building and shall not be less than ten (10) feet above ground level.
   c. No projecting or wall-mounted sign shall exceed sixty-four (64) square feet in area or more than one (1) square foot per foot of building whichever is smaller.
2. No sign shall be located in, overhang or project into a required yard.
3. All signs shall be maintained in a neat and presentable condition and in the event their use shall cease, they shall be promptly removed and the surrounding area restored to a condition free from refuse or rubbish.
4. Signs, which do not resemble any traffic sign, signal, or device. Revolving beacons are prohibited.

C-2 GENERAL OFFICE AND RETAIL DISTRICT C-2

PERMITTED SIGNS (Continued)

5. Any sign, permanent or temporary, larger than six (6) square feet shall require a sign permit.
6. No billboards are allowed in the C-2 area.

SPECIAL REQUIREMENTS

1. All required yards shall be open landscaped area and not utilized for parking, storage or other structures other than a trade, business or industry identification sign for the firm located on the site. [See Section 165.11(11)]
2. Exterior storage other than the display of finished products for retail sale shall be enclosed by a six (6) foot high fence or suitable landscape planning, the design or type of which shall be approved by the Zoning Administrator, and which will screen the stored materials from the view of adjacent public streets, places of public assembly, parks, recreation areas, and residential properties. No raw material, finished product or waste product which may cause dust or odor which would adversely affect adjoining properties shall be stored outside a building nor shall any other junk, debris or waste product be permitted to accumulate on the property. All required yards shall be open landscaped area and not utilized for parking, storage or other structures other than a trade, business or industry identification sign for the firm located on the site. ***(Ord. 653-20 – Feb. 20 Supp.)***
3. Any projecting balcony constructed into the public right-of-way in the C-2 District must have at least a 10-foot clearance from the sidewalk to the bottom of the balcony and be cantilevered from the wall. No support posts resting on the right-of-way will be permitted.

ORDINANCE NO.

AN ORDINANCE AMENDING CHAPTER 165 OF THE CODE OF ORDINANCES OF CITY OF GUTTENBERG, IOWA, "THE ZONING ORDINANCE OF THE CITY OF GUTTENBERG, IOWA" REZONING PLP Lot 1 Blk 12 (130 S. First Street) FROM R-2 (SINGLE FAMILY RESIDENTIAL) TO C-2 (GENERAL OFFICE AND RETAIL DISTRICT) IN THE CITY OF GUTTENBERG, CLAYTON COUNTY, IOWA

WHEREAS, Chapter 165 of the Code of Ordinances of City of Guttenberg (City), Iowa, regulates the use of land throughout the City and is known as the Zoning Ordinance of the City of Guttenberg, and

WHEREAS, Steven and Penny Rausch own the following described property, to wit:

PLP Lot 1, Blk 12 (130 S. First Street), in the Town of Guttenberg, Iowa (the Property),

WHEREAS, Steven and Penny Rausch have made application requesting a change of the zoning district boundaries for the property from R-2 (Single Family Residential) to C-2 (General Office and Retail District), and

WHEREAS, the Planning and Zoning Commission has reviewed the application and filed a report recommending the zoning change, and

WHEREAS, the City Council held a Public Hearing after notice required by the City Code Section 165.44 and Section 414.4 of the Iowa Code.

WHEREAS, the City Council has given full consideration to the Planning and Zoning Commission's recommendation, and the needs of the Public.

NOW, THEREFORE, BE IT ORDAINED, as follows:

SECTION 1. The Official Zoning Map adopted by Section 165.05 of the City Code is amended by changing the zoning classification of PLP Lot 1 Blk 12 from R-2 (Single Family Residential) to C-2 (General Office and Retail District).

SECTION 2. The Zoning Administrator shall have the Official Zoning Map amended per the rezoning adopted above in section one.

SECTION 3. If any section, provision or part of this Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 4. This Ordinance shall be in effect after its final passage, approval and publication as provided by law.

Passed by the Council this 9th day of March, 2026, and approved this 9th day of March, 2026.

_____
Fred Schaub, Mayor

ATTEST:

_____
Jamie Blume, City Clerk

First Reading:
Second Reading:
Final Reading/Passage:

Final Council Action	Ayes	Nays	Abstain	Absent
Parker				
Greve				
Bahls				
Geuder				
Rodenberg				

I, Jamie Blume, Guttenberg City Manager/Clerk, do hereby certify that the above and foregoing Ordinance # _was published in the Guttenberg Press on _____.

_____
Jamie Blume, City Manager/Clerk

#4

RESOLUTION NO.

with attachments

RESOLUTION SUPPORTING THE SUBMISSION OF AN IOWA ECONOMIC DEVELOPMENT AUTHORITY (IEDA) APPLICATION TO THE WORKFORCE HOUSING TAX CREDIT PROGRAM BY DRIFTLESS CURRENT, 1012 S. SECOND STREET, GUTTENBERG, IOWA

WHEREAS, DRIFTLESS CURRENT proposes to construct four multi family residential units and invest $750,000; and

WHEREAS, the proposed project will support the City's efforts to create new housing opportunities for a growing workforce within the community; and

WHEREAS, DRIFTLESS CURRENT has committed a significant amount of private financing to the project; and

WHEREAS, the City of Guttenberg will install electrical infrastructure to the property, which will provide assistance to the project in the form of electric utilities to the residential units; and

WHEREAS, DRIFTLESS CURRENT'S application to the Workforce Housing Tax Credit Program, a copy of which is attached hereto and by this reference made a part hereof, will provide necessary tax credits and other benefits which will directly contribute to the success of the development; and

WHEREAS, the City supports said application to the Workforce Housing Tax Credit Program by DRIFLTESS CURRENT.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GUTTENBERG, IOWA, that the City Council of the City of Guttenberg hereby supports the submission of an Iowa Economic Development Authority Application to the Workforce Housing Tax Credit Program by Driftless Current as referred to in the preamble hereof, for necessary tax credits and other benefits directly contributing to the success of the development at 1012 South Second Street, Guttenberg, Iowa.

Passed and adopted this 9th day of March 2026.

_____

Fred Schaub, Mayor

ATTEST:

_____

Jamie Blume, City Manager

Council Action	Ayes	Nays	Abstain	Absent
Parker				
Greve				
Bahls				
Rodenberg				
Geuder				

#5

Mowing Bids 2026	Vet's Field Playing	S. Soccer Field	S Soccer Field Area	Vet's/S. Soccer sur	Bluff Soccer	Duwe Field	Pool/Tennis Court	Big Springs park	Big Springs Highwa	Extra Mowings/hr	Sweeping/hr
Areas on form	1	2	3	4	5	6	7	8	9		
Babb Lawn Care	$ 40	$ 55	$ 25	$ 55	$ 45	$ 40	$ 60	$ 35	$ 35	$ 60	$ 60
Mike Randall	$ 35	$ 47	$ 20	$ 47	$ 40	$ 35	$ 57	$ 30	$ 30	$ 55	$ 55
Miller's Lawn Care	$ 45	$ 75	$ 25	$ -	$ 65	$ 55	$ 70	$ 35	$ 45	$ 70	$ 70
Joe Meisner	$ 35	$ 45	$ 20	$ 50	$ 40	$ 35	$ 60	$ 30	$ 35	$ 50	$ 35

#6

Spraying Bids 2026	Burn Down Areas												Fertilizer/Bro	Fertilizer/Broadleaf/Crabgrass						Broadleaf		Grub Control
Areas on form	1.a	1.b	1.c	1.d	1.e	1.f	1.g	1.h	1.i	1.j	1.k	1.l	2	3.a	3.b	3.c	3.d	3.e	3.f	4.a	4.b	5
Agmerica	$ 6,450.00	$ 250.00	$ 1,850.00	$ 250.00	$ 550.00	$ 475.00	$ 325.00	$ 125.00	$ 325.00	$ 225.00	$ 350.00	$ 150.00										
Miller's Lawn Care													$ 3,300.00	$ 950.00	$ 400.00	$ 350.00	$ 700.00	$ 75.00	$ 75.00	$ 700.00	$ 250.00	$ 900.00
Babb Lawn Care													$ 3,215.00	$ 825.00	$ 315.00	$ 315.00	$ 610.00	$ 50.00	$ 50.00	$ 600.00	$ 240.00	$ 140.00

#7

#8

#9

February 12, 2026

Jamie Blume, City Manager
502 S. 1st Street
PO Box 580
Guttenberg, IA 52052

RE: **Agreement for Professional Services**
Guttenberg Municipal Building Police Garage Structural Repairs
Project No.: 26808

Dear Jamie:

Our Agreement for Professional Services between Origin Design (Consultant) and City of Guttenberg (Client) for the above-referenced project is outlined in detail below.

Project Description
At the request of the Client, the Consultant conducted preliminary structural observations of the Guttenberg Municipal Building on February 5, 2026. The observations were to address Client concerns about cracks in the main entry, south stairwell, and stairwell to the garage; and fallen/damaged concrete in the structural reinforced concrete slab supporting the police garage. Preliminary findings and recommendations were conveyed to you during our observations, and a summary was emailed to you on February 6, 2026. Those recommendations included discontinuing use of the south bay of the police garage due to extent of slab damage and for further assessment and repairs of the entire garage slab area.

This proposal includes the work for the preliminary observations and for design and construction phase services for repairs to the police garage reinforced concrete slab. The repairs may include slab replacement and in place slab repair of existing damaged slab areas. Original 1939 building drawings are available for use in identifying existing structural components.

Scope of Services
The following list of services will be provided by or under the direct personal supervision of a Professional Engineer licensed to practice in the State of Iowa.

All phases of Consultant's services will include management of Consultant's Project-specific responsibilities, including but not limited to the following management tasks, whether separately tracked and itemized or included as being incidental to other phase and scope task items.

- Coordinate services within Consultant's internal team.
- Maintain communications records and files pertaining to or arising from Consultant's services

Structural Preliminary Observations *(Items 1 and 2 have been completed)*

1. Perform one (1) site visit at the Guttenberg Municipal Building to observe the items listed in the Project Description. This was performed on February 5, 2026.

2. Observe and photograph the components subject to this assessment. The Consultant will provide a verbal structural condition opinion of those elements to the Client at the conclusion of the site visit.

Repair Construction Documents

1. Provide an email summary of structural preliminary observations and recommendations.
2. Review available original building drawings, renovation drawings, and report.
3. Perform one (1) site visit at the Guttenberg Municipal Building to further document damage to the existing garage slab and existing conditions. The site visit includes meeting with the Client to coordinate design criteria and anticipated repair strategies.
4. Coordination with Client. Includes determining desired vehicle loading design criteria for the garage slab.
5. Perform structural calculations for structural repair components.
6. Perform structural capacity calculations of existing structural components to assess adequacy to support desired vehicle loads.
7. Prepare structural repair drawings for the garage structural slab system. Structural technical specifications will be included in the drawings.
8. Provide Client with an electronic PDF file and one (1) signed hard copy of the Construction Documents.

Construction Administration

1. Perform up to two (2) site observations to review demolition/removal limits, repair preparation work, and observe previously unknown conditions.
2. Review construction submittals for repair products, concrete mix design, and steel reinforcing.
3. Respond to requests for information.

Optional Professional Services

The Consultant can perform any of the following items under a separate agreement or amendment.

Design of garage floor drain system. This proposal does include coordinating slab slopes with the Client for slope to floor drains.

Specifications for a concrete floor coating system. The coating system should have some elasticity to be able to bridge small cracks that may develop and at construction joints.

Prepare a statement of probable construction costs.

Prepare specifications, including front ends, for purposes of soliciting public bids.

Services during bidding, including attending a prebid meeting.

Construction Administration that is not included in the Scope of Services Item C which includes but is not limited to attending a preconstruction meeting, review of pay applications, attending regular construction progress meetings, and performing a punchlist and substantial completion observations.

Construction observations and material testing. This would include but not limited to concrete material testing and steel reinforcing placement inspections.

Compensation

The Consultant proposes to complete the Scope of Professional Services as follows:

Structural Preliminary Observations. For a Lump Sum Fee of $1,600.00 (One thousand six hundred dollars and zero cents).

origin design®

Repair Construction Documents. For a Lump Sum Fee of $11,500.00 (Eleven thousand five hundred dollars and zero cents).

The Lump Sum includes compensation for Consultant's services and services of Consultant's Subcontractors and Subconsultants, if any. Appropriate amounts have been incorporated in the Lump Sum to account for labor costs, overhead, profit, and expenses.

Construction Administration. Shall be performed at our standard hourly rates, with an estimated fee of $3,100.00 (Three thousand one hundred dollars and zero cents).

The standard hourly rates charged constitute full and complete compensation for the Consultant's services, including labor costs, overhead, and profit. Standard hourly rates do not include reimbursable expenses.

Client shall reimburse Consultant for Reimbursable Expenses directly related to the scope of services performed under this Agreement, using the rates set forth in Appendix 1 when applicable.

The amounts payable to Consultant for Reimbursable Expenses will be the Project-related internal expenses actually incurred or allocated by Consultant, plus all invoiced external Reimbursable Expenses allocable to the Project, the latter multiplied by a factor of 1.1.

The Standard Hourly Rates and Reimbursable Expenses Schedule will be adjusted annually (as of January 1st) to reflect equitable changes in the compensation payable to Consultant.

Deliverables

The following items will be delivered to the Client as the result of this Project:

Garage slab structural repair drawings.

General Terms and Conditions

The attached General Terms and Conditions are a part of this Agreement. This agreement is valid for 30 days from the date it was issued. If the services and fees defined in this agreement are acceptable, please return one signed copy to our office. If you have any questions, or require further assistance, please feel free to contact me at tim.tranel@origindesign.com or our office at **563 556-2464.**

Thank you for the opportunity to submit this Agreement for Professional Services.

Let's work on tomorrow. **Together.**

Sincerely,
Origin Design Co.

Timothy J Tranel

Tim Tranel, PE
Structural Engineer

Eric Helminiak, PE, SE, LEED AP
Vice President & Structural Team Leader

I hereby accept this Agreement and General Terms and Conditions and authorize this work.

FOR: **City of Guttenberg**

_____ _____

Authorized Signature *Date*

_____

Typed or Printed Name

DUBUQUE OFFICE
137 Main Street, Ste. 100
Dubuque, Iowa 52001

origindesign.com
800 556-4491

The following General Terms and Conditions shall apply to the attached Agreement for Professional Services between Origin Design Co., herein referred to as the Consultant, and the Client identified in the attached Agreement.

General Terms and Conditions

1. Standard of Care
The standard of care for all professional services performed or furnished by Consultant under this Agreement will be the skill and care used by members of Consultant's profession practicing under similar circumstances at the same time and in the same locality. Consultant makes no warranties, express or implied, under this Agreement or otherwise, in connection with Consultant's service.

2. Client Responsibilities
The Client shall provide all criteria and full information with regard to his or her requirements for the Project and shall designate a person to act with authority on his or her behalf with respect to all aspects of the Project. This shall include, but not be limited to, review and approval of design issues in the schematic design phase, design development phase, and contract documents phase. These approvals shall include an authorization to proceed to the next phase.

3. Additional Services
Services beyond those outlined in the agreement may be required or be required as a result of unforeseen circumstances. The Consultant under terms mutually agreed upon by the Client and the Consultant may provide these services.

4. Compensation
For the scope of services agreed upon, the Client agrees to pay the Consultant the compensation as stated. Invoices for the Consultant's services shall be submitted, at the Consultant's option, either upon completion of any phase of service or on a monthly basis. Invoices shall be payable when rendered and shall be considered past due if not paid within 30 days after the invoice date. Payment of any invoice indicates Client's acceptance of the Agreement and these Terms and Conditions. Payment of invoice is in no case subject to unilateral discounting, back-charges, or set-offs by Client, and payment is due regardless of suspension or termination of this Agreement by either party. A service charge will be charged at the rate of 1.5% (18% true annual rate) per month or the maximum allowed by law on the then outstanding balance of Past Due accounts. In the event any portion of an account remains unpaid 90 days after billing, the Client shall pay all costs of collection, including reasonable attorney's fees.

5. Insurance
The Consultant shall secure and endeavor to maintain professional liability insurance, commercial general liability insurance, and automobile liability insurance to protect the Consultant from claims for negligence, bodily injury, death, or property damage which may arise out of the performance of the Consultant's services under this Agreement, and from claims under the Worker's Compensation Acts. The Consultant shall, if requested in writing, issue a certificate confirming such insurance to the Client.

6. Hold Harmless
The Client and the Consultant each agree to indemnify and hold the other harmless, and their respective officers, employees, agents, and representatives, from and against any and all claims, damages, losses and expenses (including reasonable attorney's fees) to the extent such claims, losses, damages, or expenses are caused by the indemnifying party's negligent acts, errors, or omissions. In the event claims, losses, damages, or expenses are caused by the joint or concurrent negligence of Client and Consultant, they shall be borne by each party in proportion to its negligence.

7. Limitation of Liability
In recognition of the relative risks, rewards and benefits of the Project to both the Client and the Consultant, the risks have been allocated such that the Client agrees that, to the fullest extent permitted by the law, the Consultant's and the Consultant's Officers, Employees', Agents', Directors', Shareholders' and Representatives' (hereinafter collectively "Consultant's Group") total liability to the Client for any and all injuries, claims, losses, expenses, damages or claim expenses arising out of this Agreement or arising out of services performed pursuant to this Agreement from any cause or causes, shall not exceed the amount of the Consultant's fee. Such causes include, but are not limited to, the Consultant Group's negligence, errors, omissions, strict liability, breach of contract or breach of warranty. Further, no claim may be brought against Consultant's Group, in contract or in

tort or otherwise, more than two (2) years after the cause of action arose. The Client's sole and exclusive remedy under this Agreement for any claim, demand or suit shall be directed or asserted only against Consultant and not against other members of Consultant's Group and shall be limited to the recovery as specifically set forth herein.

8. Immunity of Individuals

It is agreed that the Consultant's Officers, Employees, Agents, Directors, Shareholders and Representatives shall not be individually liable for negligence, errors, omissions, strict liability, breach of contract or breach of warranty or any other claims arising out of or related to services performed under this Agreement and shall not be named as a party in any action brought related to the services performed pursuant to this Agreement. Further, the Consultant's Officers, Employees, Agents, Directors, Shareholders and Representatives (even if identified by name in this agreement) shall not be deemed or named a party to any action brought under this Agreement.

9. Betterment

If, due to the Consultant's omission, a required item or component of the project is omitted from the Construction Documents, the Consultant shall not be responsible for paying the cost required to add such item or component to the extent that such item or component would have been required and included in the original Construction Documents.

10. Default

Neither party shall be deemed in default of this Agreement to the extent that any delay or failure in the performance of its obligations results from any cause beyond its reasonable control and without its negligence.

11. Dispute Resolution

The Client and Consultant agree that they shall first submit any and all unsettled claims, counterclaims, disputes, and other matters in question between them arising out of or relating to this Agreement to mediation in accordance with the Construction Industry Mediation Rules of the American Arbitration Association effective as of the date of this agreement.

12. Instruments of Service

All documents including calculations, computer files, drawings, and specifications prepared by the Consultant pursuant to this Agreement are instruments of professional service intended for the one time use in construction of this project. They are and shall remain the property of the Consultant. Any re-use without written approval or adaptation by the Consultant shall be at the Client's sole risk and the Client agrees to indemnify and hold the Consultant harmless from all claims, damages, and expenses, including attorney's fees, arising out of such reuse of documents by the Client and by others acting through the Client.

13. Official Documents

Copies of documents that may be relied upon by the Client are limited to the printed copies (also known as hard copies) that are signed or sealed by the Consultant. Files in electronic media format or text, data, graphic, or of other types that are furnished by the Consultant to the Client are only for convenience of the Client. Any conclusion or information obtained or derived from such electronic files will be at the user's sole risk. When transferring documents in electronic media format, the Consultant makes no representations as to long-term compatibility, usability, or readability of documents resulting from the use of software application packages, operating systems, or computer hardware differing from those used by the Consultant at the beginning of this project.

14. Electronic Data

The delivery of electronic information to Contractors is for the benefit of the Owner for whom the design services have been performed. Nothing in the transfer should be construed to provide any right of the Contractor to rely on the information provided or that the use of the electronic information implies the review and approval by the Design Professional of the information. Electronic information is drawings, data, modeled data, or computational models. It is our professional opinion that this electronic information provides design information current as of the date of its release. Any use of this information is at the sole risk and liability of the user who is also responsible for updating the information to reflect any changes in the design following the preparation date of this information. The transfer of electronic information is subject to the approval of the Design Professional. Depending upon the type of information requested, and the format, a fee may be required for acquisition of the data, payable to the Design Professional. Contractors are required to submit a request in writing to the Design Professional indicating the type and format of the information requested. The Design Professional will make a reasonable effort to determine whether or not the information can be provided as requested, and the fee for providing the information.

15. Artificial Intelligence
The Consultant may use artificial intelligence (AI) as a resource during the course of this work.

16. Construction Phase Services
If this Agreement provides for any construction phase services by the Consultant, it is understood that the Contractor, not the Consultant, its agents, employees, or sub-consultants, is responsible for the construction of the project, and that the Consultant is not responsible for the acts or omissions of any contractor, subcontractor, or material supplier; for safety precautions, programs, or enforcement; or for construction means, methods, techniques, sequences, and procedures employed by the Contractor.

17. Opinions of Probable Construction Cost
When included in the Consultant's scope of services, opinions of probable construction cost are prepared on the basis of the Consultant's experience and qualifications and represent the Consultant's judgment as a professional generally familiar with the industry. However, since the Consultant has no control over the cost of labor, materials, equipment, or services furnished by others; over contractor's methods of determining prices, or over competitive bidding or market conditions, the Consultant cannot and does not guarantee that proposals, bids, or actual construction cost will not vary from the Consultant's opinions of probable construction cost.

18. Binding Agreement
The Client and the Consultant each binds himself or herself, partners, successors, executors, administrators, assigns, and legal representative to the other party of this Agreement and to the partners, successors, executors, administrators, assigns, and legal representative of such other party in respect to all covenants, agreements, and obligations of this Agreement.

19. Assignment and Waiver
Neither the Client nor the Consultant shall assign, sublet, or transfer any rights under or interest in (including but without limitations, monies that may be due or monies that are due) this Agreement, without the written consent of the other, except as stated in the paragraph above, and except to the extent that the effect of this limitation may be restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assigner from any duty or responsibility under this Agreement. Nothing contained in this paragraph shall prevent the Consultant from employing such independent consultants, associates, and sub-contractors, as he or she may deem appropriate to assist in the performance of services hereunder.

20. Hazardous Materials
It is acknowledged by both parties that the Consultant's scope of services does not include any services related to the presence at the site of asbestos, PCB's, petroleum, hazardous waste, or radioactive materials. The Client acknowledges that the Consultant is performing professional services for the Client and the Consultant is not and shall not be required to become an "arranger", "operator", "generator", or "transporter" of hazardous substances, as defined in the Comprehensive Environmental Response, Compensation, and Liability Act of 1990 (CERCLA).

21. Termination
The Client may terminate this Agreement with seven days (7) prior written notice to the Consultant for convenience or cause. The Consultant may terminate this Agreement for cause with seven (7) days prior written notice to the Client. The Client is obligated to pay for all services rendered up to the date the Consultant receives the written notice of intent to terminate. Failure of the Client to make payments when due shall be cause for suspension of services or ultimately termination, unless and until the Consultant has been paid in all full amounts due for services, expenses, and other related charges.

22. Purchase Orders
This Agreement supersedes all terms and conditions contained on a purchase order typically procuring products. It is understood by both parties upon execution of this agreement that if a purchase order is issued, it is for accounting purposes only. Purchase order terms and conditions are void and are not a part of our agreement.

origin design®

APPENDIX 1: REIMBURSABLE EXPENSES SCHEDULE

Rates and charges for Reimbursable Expenses as of the date of the Agreement are:

Specs/Reports (up to 25 Pages)	$5.00 each
Specs/Reports (Over 25 Pages)	$10.00 each
Copies (Black/White)	$0.05 per page
Copies (Color)	$0.10 per page
Plots (Up to 15 sheets)	$10.00 each
Plots (Over 15 sheets)	$20.00 each
Flash Drive	$10.00 each
Binder	$5.00 each
Comb Binding	$1.00 each
Cover Stock	$0.20 per page
GPS Equipment	$15.00 per hour
Robotic Survey Equipment	$15.00 per hour
Air/Slump/Beams	$100.00 Each
Air/Slump/Cylinders	$75.00 Each
Air/Slump	$50.00 Each
Mailing/UPS	At Cost
Mileage - Reimbursement	IRS Rate ($0.72 per mile)
Mileage - Survey Vehicle	$0.75 per mile
Travel Expenses, Lodging & Meals	At Cost
Traffic Counting Equipment	At Cost
Trimble Scanner	$30.00 per hour
Boat Rental (Small with trolling motor)	$125.00 per day
Boat Rental (Large motorized boat)	$200.00 per day
Gator	$120.00 per day
Architectural Scanner	$50.00 per hour

#10

City of Guttenberg

Proposed Solution

Prepared by
Jared Wessels
01/27/2026

GORDON
FLESCH
COMPANY

Letter of Introduction

Jamie/Jessie,

We appreciate your interest in partnering with Gordon Flesch Company (GFC). It is our passion to empower your people through technology to meet and exceed your goals and objectives, while providing you with the highest level of customer service.

GFC will assess your current technology objectives and develop strategies to decrease costs and increase efficiencies. This approach emphasizes the importance of aligning your technology investments with your business goals. Working in a systematic, phased approach, we will close the gap between where you are today to where you would like to be. This process can also include right-sizing your fleet, removing inefficient devices, current invoice/contract analysis, technology enhancements, process optimization and total cost of ownership considerations.

We are an independent, privately-owned technology solutions provider **with over 69 years of experience.** We are not limited to any one manufacturer nor restricted to that manufacturer's solution offerings. Our independence allows us to develop solutions that are customized to your needs. We look forward to building upon this partnership and implementing reliable solutions for your company, ensuring the success of our solutions with our unmatched service and support.

Please do not hesitate to contact me if you have any questions or desire any additional information.

Sincerely,

Jared Wessels
Account Executive
o: (563) 855-6092
JWessels@gflesch.com

Information herein is proprietary and confidential and shall not be used or disclosed without prior written consent of the Gordon Flesch Co.

GORDON FLESCH COMPANY

Your Local Partner

- Headquarters in Madison, WI
- 29 offices throughout the Midwest
- Live and work in the communities we serve

Wisconsin - Madison (2), Milwaukee (2) and Appleton

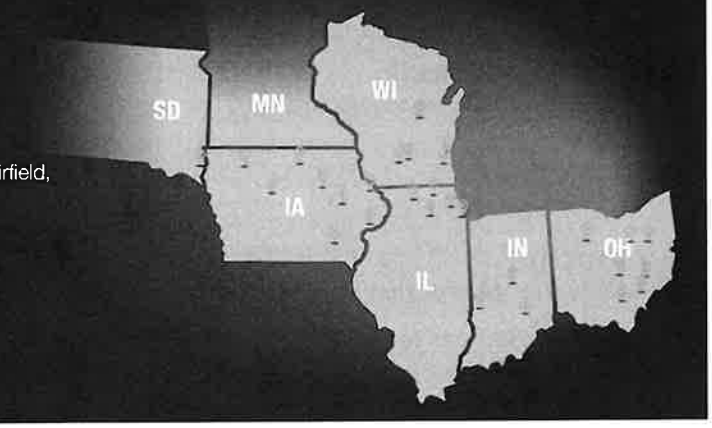
Illinois - Geneva, Chicago, Lake Zurich, Rockford and Woodstock

Indiana – Indianapolis, Columbus and Terre Haute

Iowa – Cedar Falls, Cedar Rapids, Davenport, Dubuque, Fairfield, Fort Dodge, Mason City and Spencer

Ohio – Columbus, Chillicothe, Findlay, Lancaster, Mansfield, Newark and Wooster

South Dakota – Sioux Falls



Technology Solutions Provider

One Vendor

From multi-function and single-function output devices to Managed Voice Services, Managed IT Services and Onsite Services, we simply make it easy do business with GFC. **We worry about Print, Voice and IT so you don't have to!**

In-House Leasing

GFC Leasing was formed to provide a personalized, flexible way for our clients to lease business equipment and services. We offer flexible terms and straightforward end-of lease options and best of all, GFC Leasing will hold the lease for the duration of the contract.

- Flexible leasing terms and no end of term surprises
- Change equipment as business needs change
- Dedicated and personalized team of experts
- Stay up-to-date with the latest technology
- True "Technology as a Service" solutions

Our Products and Services

- MANAGED PRINT SOLUTIONS
- MANAGED VOICE SERVICES
- MANAGED IT SERVICES
- OUTPUT MANAGEMENT SOLUTIONS
- ONSITE SERVICES

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GORDON FLESCH COMPANY

imageCARE Managed Print Services

GFC can remove the stress of updating, maintaining or repairing your printers so your team can get back to doing what they do best. An imageCARE+ MPS program is designed to:

- Improve print workflow efficiency and security
- Optimize the placement and number of print devices on the network
- Improve supply management and reduce supply waste
- Improve decisions making with clear, informative Business Reviews using PowerBI
- Include powerful data-driven analytics

elevITy Managed IT Services

Our **Managed IT** Services team helps clients strategically align technology with their organizational and business goals, empowering them to operate more effectively, efficiently and securely. Our experienced consultants will provide risk analysis, cutting-edge tools and expertise to guard your business against the threat of a cyberattack. When you partner with GFC, you work with a dedicated ***Virtual CIO (vCIO)*** who serves as your trusted advisor to strategically address your technology challenges. Our Managed IT team will minimize downtime and keep your business hardware and software running at peak efficiency.

ELEVATE Managed Voice Services

Free your employees to work from anywhere with Elevate, the cloud-based business communications platform that goes wherever you go.

- Business Phones
- Desktop App
- Mobile Devices
- Video Conferencing
- Team Chat
- File Management

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GORDON FLESCH COMPANY

Ongoing Service, Support and Security

GFC Service

The GFC name is synonymous with customer service. We do not have a "fix it and run" mentality.

- 178 Service Professionals
- 17.9 Years Tenure
- First Call Effectiveness

GFC Support

Since 1997, the Technology and Logistics Center (TLC) has been a key component of our customer service offering. Based out of our Wisconsin facility. The TLC is a modern laboratory equipped with a representative array of our hardware and software solutions.

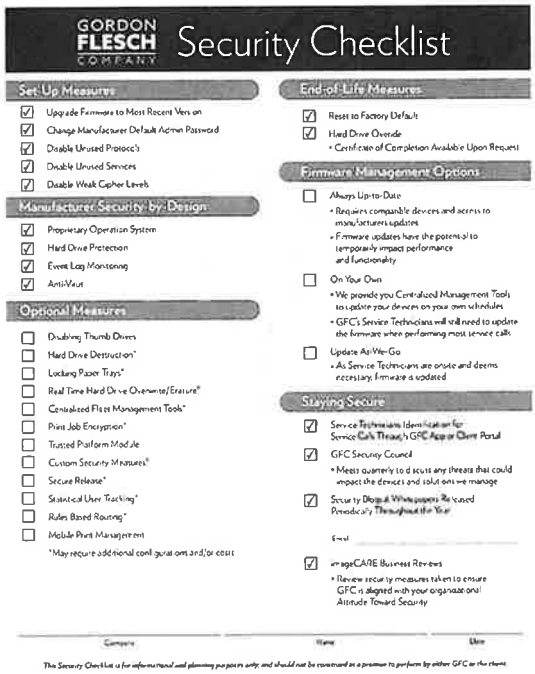
The center is staffed with trained Systems Engineers each specialized in computer operating systems, print graphics, color correction and data capture. Their combined expertise covers our complete product and solution suite; ensuring you will receive qualified dedicated support when you need it.

With over 40,000 annual calls to the TLC, 98.6% are answered live by a System Engineer and resolved during the first 24 hours.

GFC Security

No matter the size of your business, a Print Security Strategy is critical to every organization. The security experts at GFC can keep you on the right course by conducting an initial security assessment of your print environment and working with you to determine the most practical plan of action. Some of the action items include:

- Perform Configuration Compliance Check
- Create Custom Security Settings
- Hard Drive Encryption
- Hard Drive Erasure
- Trusted Platform Module
- Output Management Software
- Device Management Tools
- Print Job Encryption



GORDON FLESCH COMPANY Security Checklist

Set-Up Measures

- ☑ Upgrade Firmware to Most Recent Version
- ☑ Change Manufacturer Default Admin Password
- ☑ Disable Unused Protocols
- ☑ Disable Unused Services
- ☑ Disable Weak Cipher Levels

Manufacturer Security-by-Design

- ☑ Proprietary Operation System
- ☑ Hard Drive Protection
- ☑ Event Log Monitoring
- ☑ Anti-Virus

Optional Measures

- ☐ Disabling Thumb Drives
- ☐ Hard Drive Destruction*
- ☐ Locking Paper Trays*
- ☐ Real Time Hard Drive Overwrite/Erasure*
- ☐ Centralized Fleet Management Tools*
- ☐ Print Job Encryption*
- ☐ Trusted Platform Module
- ☐ Custom Security Measures*
- ☐ Secure Release*
- ☐ Statistical User Tracking*
- ☐ Rules Based Routing*
- ☐ Mobile Print Management

*May require additional configurations and/or costs

End-of-Life Measures

- ☑ Reset to Factory Default
- ☑ Hard Drive Override
  - Certificate of Completion Available Upon Request

Firmware Management Options

- ☐ Always Up-to-Date
  - Requires compatible devices and access to manufacturers updates
  - Firmware updates have the potential to temporarily impact performance and functionality
- ☐ On Your Own
  - We provide you Centralized Management Tools to update your devices on your own schedules
  - GFC's Service Technicians will still need to update the firmware when performing most service calls
- ☐ Update As We Go
  - As Service Technicians are onsite and deems necessary, firmware is updated

Staying Secure

- ☑ Service Technicians Identification for Service Calls Through GFC App or Client Portal
- ☑ GFC Security Council
  - Meets quarterly to discuss any threats that could impact the devices and solutions we manage
- ☑ Security Digital Whitepapers Released Periodically Throughout the Year

Email

- ☑ imageCARE Business Reviews
  - Review security measures taken to ensure GFC is aligned with your organizational Attitude Toward Security

Company Name Date

This Security Checklist is for informational and planning purposes only, and should not be construed as a promise to perform by either GFC or the client.

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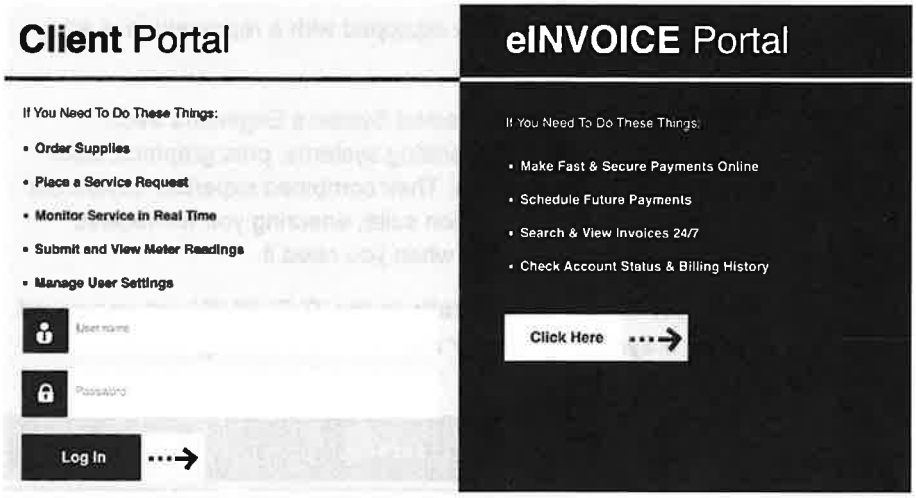
GORDON FLESCH COMPANY

GFC Client Portal and eInvoice Pay Portal

The **GFC Client Portal** places important technology data at your fingertips. This online portal allows you to do the following:

- Access to account information
- Place a service request
- Monitor service in real time
- View service history
- Order supplies
- Make payments and monitor status
- Manage MFP fleets
- Submit and view meter readings
- View equipment information
- Manage user settings
- Set admin permissions
- QR access from printer

While the **eInvoice Pay Portal** is a simple way to manage your account and pay invoices faster. Within the portal you can pay your GFC bills online, review payment history and easily manage your preferred payment method.



myGFC App

The **myGFC** app makes it easy to manage your business technology needs. Some of the features include:

- Schedule and track a service call
- See what technician is assigned to your service call
- Rate the quality of the service after its completed
- Constant communication with the GFC support team

Download the **myGFC** app from the App Store

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GORDON FLESCH COMPANY

Award Winning Industry Leader

2025 Ricoh ProVision Dealer Partner

2024 Canon Top Dollar Volume Award 10 Consecutive Years

2024 Canon Advanced Partner Program

2024 Lexmark Largest Independent Dealer Award

2023 Lexmark Advisory Council Dealer

2024 EFI Platinum Partner

2024 ENX Magazine Elite Dealer

2023 Intermedia Champions Dealer Program, Platinum Status

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GORDON FLESCH COMPANY

1978
GFC expands to Columbus, OH and another office opens in Madison, WI.

1956
Gordon Flesch, a salesman for Royal Typewriters, takes over a 3M dealership and establishes the Gordon Flesch Company (GFC) in Madison, WI.

1956

1976
John Flesch, Gordon's son, joins GFC.

1977
The company begins selling Savin copiers and reaches $3 million in sales with 75 employees.

Tom Flesch, another of Gordon s sons, joins GFC and later becomes President and CEO in 1986.

1982
Bill Flesch, Gordon's third son, joins GFC.

1983
GFC expands and builds an office in Milwaukee, WI.

1997
Having done business in Geneva, IL for more than 20 years, a new office is built to hold sales, service and distribution.

2001
The Gordon Flesch Charitable Foundation is established.

More than $2.4 million has been donated to local charities.

2006
Tom Flesch's son, Patrick, represents the next generation to join the company. In 2018, is named President of GFC.

2009
The professional services division is created, the first step in moving GFC beyond equipment sales and service.

2005
GFC headquarters moves to Fitchburg, WI.

2007
GFC establishes an office in Indianapolis, IN.

2008
Mark Flesch joins his brother Patrick at the company, and is named Chief Operating Officer in 2018.

2019
GFC acquires Advanced Systems, Inc. with 10 offices in Iowa, Minnesota and South Dakota, and Indiana Business Equipment in Terre Haute, IN.

2020
GFC expands their footprint in Indiana with the purchase of Jim Gordon, Inc. based in Columbus and Bloomington, IN.

elevITy **2020**
GFC acquires Managed IT provider ITP and becomes Elevity.
Jeff Dotzler is named President of Elevity

2022
GFC acquires Stan's LPS Midwest, in Woodstock, IL and Oshkosh Office Systems, in Oshkosh, WI.

2022
GFC builds state-of-the-art facility in Appleton, WI.

2024
GFC now has 29 offices across 6 states with 700+ employees.

2025

Information herein is proprietary and confidential and shall not be used or disclosed without prior written consent of the Gordon Flesch Co.

GORDON FLESCH COMPANY

Discovery Research

What You Told Us

- Jamie and Jessie reached out for an inserter to stuff envelopes.
- Set up a meeting with Amy Sallese from Formax for the discovery on what is needed and wanted.
- Showed 2 different options, might need either a layout change or change in the envelopes purchased, and can ship envelopes to Amy when/if needed to see a demo via virtual meeting.

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GORDON FLESCH COMPANY

GFC Solution Investment

Qty	Manufacturer	Model	Description
1	**Formax**	**FD 6104**	Low-Volume Inserter with two sheet feeders
1	Formax	Seal-GL	Envelope sealing solution-1 gallon

Outright Purchase Price	$8,315.00
***Optional annual service(not through GFC) FD 6104 $938.00	

Network Consultation, Installation and Support

Network connected installations include the services of a Digital Support Specialist to manage system integration, training & unlimited access to our Technology and Logistics Center (TLC).

Delivery, equipment installation, start-up supplies and training included.

Pricing does not include applicable sales tax. Pricing valid for 30 days. **01/27/2026**

Information herein is proprietary and confidential and shall not be used or disclosed without prior written consent of the Gordon Flesch Co.

GORDON FLESCH COMPANY

Next Steps

Thank you for choosing to partner with Gordon Flesch Company. It is our goal to provide you with an exceptional customer experience and ensure you can fully leverage the technology in which you have invested. Below are some of the key milestones we feel are necessary to achieving this goal:

____ Authorize Agreements

- √ *Sign up for the Client Portal https://forms.gflesch.com/Forms/einfo*
- √ *Sign up for Online Billing and to make your payments via eInvoice Portal https://secure2.billtrust.com/gflesch/iq/signup*
- √ *Set up Automatic Meter Readings https://meters.gflesch.com/Login*

Key Contacts (Name, email, phone)

Primary Contact				
IT Contact				
AP Contact				
AP Distribution Group				
Onsite/Delivery				

____ Coordinate Successful Delivery

- √ *Delivery Coordinator - Collaborate to Determine Implementation Details*
- √ *Onsite Install Survey*
- √ *Networking Install Checklist*
- √ *Coordinate Delivery, Installation & Training*

____ Complete Implementation & Training

- √ *Network the Device(s)*
- √ *Load Necessary Print Drivers*
- √ *Configure Automatic Meter Readings*
- √ *Set up Your Dedicated Customer Portal*
- √ *Configure All Required Device Settings*
- √ *Selected Key-User Training*
- √ *End-User Group Training*

Thank You

Please let us know if you have any questions, desire a walk-through of our facility, or would like a demonstration of our solution offerings.

Information herein is proprietary and confidential and shall not be used or disclosed without prior written consent of the Gordon Flesch Co.

GORDON FLESCH COMPANY

GFC CLIENT GUIDE
AFTER THE INSTALL

Welcome to the GFC Family

Thank you for choosing the Gordon Flesch Company. To ensure you get the most from your new copier, here's everything you need to know:

SET UP AUTOMATIC METER READINGS

GFC requires the use of device software to facilitate Automatic Meter Readings (AMR). This software:

- Improves the accuracy and efficiency of our meter reading processes
- Ensures that monthly meter readings are expedited quickly
- Eliminates the need for unnecessary emails and letters regarding your meter readings.

☞ **Sign up here:** https://meters.gflesch.com/Login or watch for an email from **corp.imagecareadmin@gflesch.com** with a link to set up your AMR.

STAY CONNECTED WITH THE CLIENT PORTAL

Manage your account easily.
☞ **Sign up here:** https://einfo.gflesch.com

With the Client Portal, you can:

- Request or View Status of a Service Request for your machine
- View Recent Service History
- Order and Track Supplies
- View and Manage your account information

PAY INVOICES ONLINE

Once you receive your first invoice, register for the **eInvoice Portal** to pay bills securely and conveniently.
☞ **Sign up here:** https://einfo.gflesch.com

NEED ASSISTANCE? WE'RE HERE TO HELP!

Onsite Service Requests: Submit through the Client Portal or call **866.680.2679**

Software Support: Call the GFC Technology Support Center at **888.432.5556**

Supplies: Order through the Client Portal or call **866.680.2679**

Helpful Tip: Keep your machine ID handy! It's on the sticker located on your machine.

Contract questions:
Regarding maintenance contracts to include meter reads and invoicing.

- In WI, IA, SD & IL call **866.681.2679**
- In OH & IN call **877.457.5877**

GFC Leasing Questions: Call **800.677.7877**

RECYCLING

Learn more about our recycling options and help us stay green by visiting our website:
gflesch.com/customer-support/recycle-services

01/27/2026
Information herein is proprietary and confidential and shall not be used or disclosed without prior written consent of the Gordon Flesch Co.

#11

#12

POLICY CONCERNING ADJUSTMENTS FOR WATER CONSUMPTION PROBLEM

A customer may request an adjustment on their utility bill because of unusually high water consumption when a problem has occurred with their water system because of leakage or faulty equipment. Requests for adjustments are to be made with the Utility Billing Clerk at the City Office.

The customer must be able to verify that the problem existed and offer proof that it was corrected. The Water Superintendent and Utility Billing Clerk will work with the customer to obtain the documentation necessary to detect and verify correction of the problem. The decision for allowances made by the Water Superintendent and Utility Billing Clerk will be approved/disapproved by the City Manager.

The adjustment will allow a one (1) month adjustment on the sewer portion of the utility bill to reflect the average sewer charge for the last twelve (12) months. The water portion of the bill shall remain as consumed.

CUSTOMER NAME Merlin Herzog

ACCOUNT NUMBER 5001500-2

LOCATION/ADDRESS 118 S Bluff St.

PROBLEM pipe leaking under porch

CORRECTION replaced pipe

OFFICE COMPLETES

ADJUSTMENT 209,700 gal (consumption) - 2,800 gal (avg) = 206,900 gal.

2,0609 x .510398 = $1,056.01

CITY MANAGER _____APPROVAL _____DISAPPROVAL

Approved per Dan Pierce. JB

Jessica Bittner

From: Dan Pierce <piercedan23@gmail.com>
Sent: Wednesday, February 11, 2026 12:36 PM
To: Jessica Bittner
Subject: Re: Merlin Herzog

His meter is in a pit under his porch with a dirt floor, so the leak did not go in the sewer, he should be eligible for a sewer adjustment...

On Wed, Feb 11, 2026 at 12:22 PM Jessica Bittner <jbittner@cityofguttenbergia.gov> wrote:

> Merlin Herzog's water leak was under his porch or by his porch or something of the sort. Just wondering if you have information on this? He said it did not go into a drain and I was going to submit a sewer adjustment for him. I didn't see anything in the property file to support this, so wondering if you were there.

Jessica Bittner, Utility Billing Clerk

502 S. First St, PO Box 580

Guttenberg, IA 52052-0580

563/252-1161 x 201

#13

Guttenberg Police Department
Chief Derek Chambers
502 South First Street, PO Box 580
Guttenberg, IA 52052

February 2026 Council Report

8 new cases

- Possession Controlled Substance
- Theft
- OWI/ Driving While Revoked
- Public Intoxication
- Internal Investigation
- Driving While Suspended
- 10-50PD
- Found Property

28 Citations

- Speed x12
- Operation of a Non Registered Vehicle
- Fail to Provide Proof of Financial Responsibility x4
- Registration Violation
- No Valid Driver's License
- Open Container Passenger
- Fail to Obey Stop Sign x3
- Improper Rear Lamps
- Operation of a Non-Registered Vehicle
- Wrong side of a Two-Way Highway
- Employee Providing Tobacco or Vape Product to Persons Under 21yoa
- Fail to Yield Upon Entering Through Highway
- Operation without Registration Card or Plate

7 Criminal Complaints Resulting in 4 Arrests

- Operating While Intoxicated 1st Offense
- Driving While License Revoked
- Possession of Controlled Substance, Marijuana 1st Offense
- Possession of Controlled Substance, Methamphetamine 1st Offense
- Public Intoxication
- Driving While License Suspended
- Possession of Drug Paraphernalia

Phone: (563) 252-3333 Fax: (563) 252-2316

Squad/Fleet

Squad 1('21 Tahoe Pursuit) Mileage at time of report-67,623
Miles since last report- 2,076
Squad 2('23 Tahoe Pursuit) Mileage at time of report- 51,559
Miles since last report- 704
UTV(Polaris Ranger) Mileage at time of report- 2,135
Miles since last report- 0

Guttenberg Police Department
Chief Derek Chambers
502 South First Street, PO Box 580
Guttenberg, IA 52052

Call Type Count
2/1/2026 through 2/282026

Fight	1
Motorist Assist	3
Traffic Accident w/Property Damage	2
Traffic Accident with Injury	1
Mental Health	1
Abandoned/Misdial 911	1
Animal	3
Assist	4
Tobacco Compliance	5
Disturbance	5
Drug	1
Harassment	2
Hazard	3
Public Intoxication	1
Juvenile	2
Lost Property	1
Medical	12
OWI	2
Parking	1
Suspicious Person	2
Suspicious Vehicle	3
Theft	2
Traffic Complaint	1
Transport	1
Transfer	1
Traffic Stop	96
Utilities	1
Welfare Check	4
Total	**162**

Phone: (563) 252-3333 Fax: (563) 252-2316