

City of Carroll

627 N. Adams Street

Carroll, Iowa 51401

(712) 792-1000

FAX: (712) 792-0139

GOVERNMENTAL BODY: Carroll City Council

DATE OF MEETING: April 12, 2021

TIME OF MEETING: 5:15 P.M.

LOCATION OF MEETING: Beginning at the Carroll Public Library at 5:15 P.M.

continuing at City Hall Council Chambers at 6:00 P.M.

www.cityofcarroll.com

NOTICE

In support of Iowa Governor Kim Reynolds' proclamation declaring a State of Public Health Disaster Emergency in Iowa, the current COVID-19 situation makes it "impossible and impractical" to meet in one location. Due to this the Carroll City Hall will remain closed to the public for the April 12, 2021 City Council meeting. However, the meeting will be made available telephonically. The public will be able to hear and participate in the Council meeting by calling:

United States: 1 (312) 626-6799

Then when prompted, enter the following Access Code: 959 8347 1673#

Individuals may start calling in at 5:00 PM for the meeting. **Note: the meeting will not start until 6:00P.M.**

Individuals may also join the meeting from your computer, tablet or smartphone by using the following link:

<https://zoom.us/j/95983471673>

Similar to a regular City Council meeting, participants will be invited to provide feedback at various points during the meeting. Participants are requested to keep their mics muted until invited by the Mayor or Council to provide feedback. Participants calling in can unmute and mute their phone by dialing *6. Participants using a computer, tablet or smartphone can unmute and mute themselves by clicking on the mute/unmute button in the bottom left corner of the zoom program. Participants who unmute themselves outside of feedback periods may be muted by the City and/or removed from the meeting.

The public can watch the meeting live from the City's YouTube channel by going to: <https://tinyurl.com/t64juzk> To ensure you can access the meeting when we go live we suggest that you subscribe to the City's YouTube channel. The YouTube meeting is a view only option and you will not be able to participate in the meeting via YouTube.

We thank you for your understanding of this change during the current situation.

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AGENDA

- I. Pledge of Allegiance
- II. Roll Call
- III. Consent Agenda
 - A. Approval of Minutes of the March 22 Meeting
 - B. Approval of Bills and Claims
 - C. Licenses and Permits:
 1. Sidewalk Closure Request – *Kerps Bar & Grill*
 2. Add Outdoor Service Endorsement – April 24, 2021 - *Kerps Bar & Grill*
 3. New 5-day Class “C” Liquor License with Outdoor Service – Carroll Hy-Vee (*Kuemper Ball, May 1, 2021*)
 - D. Application for Tax Abatement under the Urban Revitalization Plan for: a. Tom and Amy Riddle (1737 Pike Avenue)
- IV. Oral Requests and Communications from the Audience
 - A. Presentation by Carroll Public Library Foundation
- V. Arbor Day Proclamation – Tree City USA Award – 31st Year
- VI. Ordinances

None
- VII. Resolutions
 - A. Hold public hearing to hear comments on the proposed Olsen’s/Carroll County Solid Waste 80/20 annexation; and resolution for vote approving annexation
 1. Public Hearing
 2. Resolution approving Annexation
 - B. Memorandum of Understanding between the City of Carroll and the Over-the-Road, City Transfer Drivers, Helpers, Dockmen, Warehousement, Inside Workers, State, County & Municipal Employees, Teamsters Local Union No. 238 – Carroll Police Department Unit concerning overtime, scheduling, and hiring bonuses
- VIII. Reports
 - A. Quiet Zone Study Update

B. Vine Street Parking Change Request – “No Stadium Parking” Parking Spaces

- IX. Committee Reports
- X. Comments from the Mayor
- XI. Comments from the City Council
- XII. Comments from the City Manager
- XIII. Housing Workshop
- XIV. Closed Session per Iowa Code 21.5(1)(c) – Strategy with Legal Counsel to discuss strategy with legal counsel in matters that are presently in litigation or where litigation is imminent and where its disclosure would be likely to prejudice or disadvantage the government
- XIII. Open Session – Discussion and action on Closed Session pursuant to authority in Iowa Code 21.5(1)(c)
- XVI. Adjourn

April/May Meetings:

Airport Commission – April 12, 2021 – Airport Terminal Building - 21177 Quail Avenue
Planning and Zoning Commission – April 14, 2021 – City Hall - 627 N Adams Street
Library Board of Trustees – April 19, 2021 – Carroll Public Library – 118 E 5th Street
City Council – April 26, 2021 – City Hall – 627 N Adams Street
Board of Adjustment – May 3, 2021 – City Hall – 627 N Adams Street
Parks, Recreation and Cultural Advisory Board – May 3, 2021 – Northeast Park Shelter House – Capistrano Ave
City Council – May 10, 2021 – City Hall – 627 N Adams Street
Airport Commission – May 10, 2021 – Airport Terminal Building - 21177 Quail Avenue
Planning and Zoning Commission – May 12, 2021 – City Hall - 627 N Adams Street
Library Board of Trustees – May 17, 2021 – Carroll Public Library – 118 E 5th Street
City Council – May 24, 2021 – City Hall – 627 N Adams Street

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The City of Carroll will make every attempt to accommodate the needs of persons with disabilities, please notify us at least three business days in advance when possible at 712-792-1000, should special accommodations be required.

COUNCIL MEETING

MARCH 22, 2021

(Please note these are draft minutes and may be amended by Council before final approval.)

In support of Iowa Governor Kim Reynolds’ proclamation declaring a State of Public Health Disaster Emergency in Iowa, the current COVID-19 situation made it “impossible and impractical” to meet in one location. Due to this the Carroll City Hall was closed to the public for the March 22, 2021 City Council meeting. However, the meeting was held telephonically or via Zoom web conferencing. The public was able to hear and participate in the Council meeting by calling into a publicly posted phone number.

The Carroll City Council met in regular session on this date at 5:15 p.m. in the Council Chambers, City Hall, 627 N Adams Street. Members present: Misty Boes, Clay Haley, Mike Kots and Carolyn Siemann. Absent: LaVern Dirkx and Jerry Fleshner. Mayor Eric Jensen presided and City Attorney Dave Bruner was in attendance via Zoom web conferencing.

* * * * *

The Pledge of Allegiance was led by the City Council. No Council action taken.

* * * * *

It was moved by Haley, seconded by Kots, to approve the following items on the consent agenda: a) minutes of the March 8 and 10, 2021 Council meetings, as written; b) bills and claims in the amount of \$546,444.98; and c) New Class “C” Beer Permit with Class “B” Native Wine Permit with Sunday Sales – *Kimmes Carroll Country Store #15*, Renewal of Class “B” Beer Permit (includes Wine Coolers) with Sunday Sales – *Godfathers Pizza*, Renewal of Class “C” Beer Permit – *Carroll Can Redemption* and Renewal of Class “C” Liquor License with Sunday Sales – *Carroll Moose Lodge #273*; d) New Cigarette Permit – *Kimmes Carroll Country Store #15*; e) Resolution No. 21-11, Farm Lease with the Carroll Area FFA Chapter; f) Mayoral appointment of Marilyn Barta to the Historical Preservation Commission for a 3-year term to expire December 31, 2023. On roll call, all present voted aye. Absent: Dirkx and Fleshner. Motion carried.

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During the oral requests or communications from the audience, Council Member Clay Haley mentioned he was contacted by a citizen about the use of ATV/UTVs within city limits. No Council action taken.

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It was moved by Haley, seconded by Kots, to accept Change Order No. 2 in the amount of \$33,786.00 to the Water Distribution Main Replacement – 2020 Project. The effect of Change Order No. 2 on the contract price is as follows:

Original Contract Price	\$797,071.00
Change Order No. 1	7,255.00
Change Order No. 2	<u>33,786.00</u>
Contract Price with Change Orders	<u>\$838,112.00</u>

On roll call, all present voted aye. Absent: Dirkx and Fleshner. Motion carried.

* * * * *

It was moved by Haley, seconded by Siemann, to accept the Certificate of Substantial Completion for the Water Supply Well Replacement – 2020 Project. On roll call, all present voted aye. Absent: Dirkx and Fleshner. Motion carried.

* * * * *

Council discussed developing a marketing agreement with Utility Service Partners Private Label, Inc. for the National League of Cities Service Line Warranty Program. Ashley Shiwarski, HomeServe USA Corporation/Utility Service Partners Label, Inc. representative, addressed Council on this issue. No Council action.

* * * * *

It was moved by Haley, seconded by Kots, to adjourn at 5:49 p.m. On roll call, all present voted aye. Absent: Dirkx and Fleshner. Motion carried.

Eric P. Jensen, Mayor

ATTEST:

Laura A. Schaefer, City Clerk

A C C O U N T S P A Y A B L E
 O P E N I T E M R E P O R T
 S U M M A R Y

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	3/19/2021 THRU 4/08/2021	3/19/2021 THRU 4/08/2021	3/19/2021 THRU 4/08/2021
PARTIALLY ITEMS DATES:	3/19/2021 THRU 4/08/2021	3/19/2021 THRU 4/08/2021	3/19/2021 THRU 4/08/2021
UNPAID ITEMS DATES :		3/19/2021 THRU 4/08/2021	3/19/2021 THRU 4/08/2021

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-001720	ACCESS SYSTEMS	COPIER CONTRACT	122.28	0.00	000000	0/00/00	122.28
		** TOTALS **	122.28	0.00			122.28
01-001704	ACCO	WATER TESTING CHEMICALS	84.35	0.00	000000	0/00/00	84.35
01-001704	ACCO	INDOOR POOL CHEMICALS	450.86	0.00	000000	0/00/00	450.86
		** TOTALS **	535.21	0.00			535.21
01-001621	ACE HARDWARE	TUBING	7.90	0.00	000000	0/00/00	7.90
01-001621	ACE HARDWARE	PAINT SUPPLIES	3.99	0.00	000000	0/00/00	3.99
01-001621	ACE HARDWARE	EXTERIOR PAINT	36.99	0.00	000000	0/00/00	36.99
01-001621	ACE HARDWARE	SUPPLIES	1.42	0.00	000000	0/00/00	1.42
01-001621	ACE HARDWARE	SAUNA WALL CLOCK	8.99	0.00	000000	0/00/00	8.99
01-001621	ACE HARDWARE	SUPPLIES	6.99	0.00	000000	0/00/00	6.99
01-001621	ACE HARDWARE	KEYS	3.98	0.00	000000	0/00/00	3.98
01-001621	ACE HARDWARE	SINK REPAIRS	8.99	0.00	000000	0/00/00	8.99
01-001621	ACE HARDWARE	SINK REPAIRS	7.99	0.00	000000	0/00/00	7.99
01-001621	ACE HARDWARE	SUPPLIES	35.96	0.00	000000	0/00/00	35.96
01-001621	ACE HARDWARE	SUPPLIES	11.98	0.00	000000	0/00/00	11.98
01-001621	ACE HARDWARE	SUPPLIES	5.38	0.00	000000	0/00/00	5.38
01-001621	ACE HARDWARE	SUPPLIES	69.99	0.00	000000	0/00/00	69.99
01-001621	ACE HARDWARE	SUPPLIES	7.99	0.00	000000	0/00/00	7.99
		** TOTALS **	218.54	0.00			218.54
01-001698	ADVANCED LASER TECHNOLOGI	TONER CARTRIDGE	174.95	0.00	000000	0/00/00	174.95
01-001698	ADVANCED LASER TECHNOLOGI	TONER CARTRIDGE CITY MGR	74.95	0.00	000000	0/00/00	74.95
		** TOTALS **	249.90	0.00			249.90
01-002178	ALEX KLEVER	INTERVIEW EXPENSES	9.85	9.85-	120670	4/01/21	0.00
01-002178	ALEX KLEVER	BOONE - INTERVIEW EXPENSES	12.00	12.00-	120673	4/06/21	0.00
		** TOTALS **	21.85	21.85-			0.00
01-012650	ALLIANT ENERGY-IES UTILIT	GAS BILLS	7,635.43	7,635.43-	120681	4/06/21	0.00
		** TOTALS **	7,635.43	7,635.43-			0.00
01-002916	AMERICAN RED CROSS	LIFEGUARD RENEWALS/LESSONS	540.00	0.00	000000	0/00/00	540.00
		** TOTALS **	540.00	0.00			540.00
01-002370	ARNOLD MOTOR SUPPLY	SUPPLIES RETURNED	49.99-	0.00	000000	0/00/00	49.99-
01-002370	ARNOLD MOTOR SUPPLY	BATTERY RETURNED	317.98-	0.00	000000	0/00/00	317.98-
01-002370	ARNOLD MOTOR SUPPLY	SUPPLIES	49.99	0.00	000000	0/00/00	49.99
01-002370	ARNOLD MOTOR SUPPLY	SUPPLIES	16.99	0.00	000000	0/00/00	16.99
01-002370	ARNOLD MOTOR SUPPLY	SUPPLIES	59.79	0.00	000000	0/00/00	59.79
01-002370	ARNOLD MOTOR SUPPLY	SUPPLIES	31.90	0.00	000000	0/00/00	31.90
01-002370	ARNOLD MOTOR SUPPLY	#29 BATTERY	317.98	0.00	000000	0/00/00	317.98

A C C O U N T S P A Y A B L E
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PAID ITEMS DATES :	3/19/2021 THRU 4/08/2021	3/19/2021 THRU 4/08/2021	3/19/2021 THRU 4/08/2021
PARTIALLY ITEMS DATES:	3/19/2021 THRU 4/08/2021	3/19/2021 THRU 4/08/2021	3/19/2021 THRU 4/08/2021
UNPAID ITEMS DATES :		3/19/2021 THRU 4/08/2021	3/19/2021 THRU 4/08/2021

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
		** TOTALS **	108.68	0.00			108.68
01-002805	BADDING CONSTRUCTION CO.	STREETSCAPE PHASE 10	48,346.27	0.00	000000	0/00/00	48,346.27
		** TOTALS **	48,346.27	0.00			48,346.27
01-002826	BARCO MUNICIPAL PRODUCTS	LEAK DETECTOR	1,000.00	0.00	000000	0/00/00	1,000.00
		** TOTALS **	1,000.00	0.00			1,000.00
01-001943	BAUER BUILT TIRE CENTER	#28 TIRE REPAIR	31.00	0.00	000000	0/00/00	31.00
01-001943	BAUER BUILT TIRE CENTER	TIRE - PICKUP TRUCK	231.95	0.00	000000	0/00/00	231.95
		** TOTALS **	262.95	0.00			262.95
01-002964	BOBCAT COMPANY	SNOWBLOWER	6,400.00	0.00	000000	0/00/00	6,400.00
		** TOTALS **	6,400.00	0.00			6,400.00
01-003515	BOMGAARS	THEATER SHELVES	25.98	0.00	000000	0/00/00	25.98
01-003515	BOMGAARS	TARP	37.99	0.00	000000	0/00/00	37.99
01-003515	BOMGAARS	SUPPLIES	11.99	0.00	000000	0/00/00	11.99
01-003515	BOMGAARS	SUPPLIES	15.12	0.00	000000	0/00/00	15.12
01-003515	BOMGAARS	GLOVES	20.97	0.00	000000	0/00/00	20.97
01-003515	BOMGAARS	SHOVELS	79.96	0.00	000000	0/00/00	79.96
01-003515	BOMGAARS	PAINT AND PAINT SUPPLIES	64.05	0.00	000000	0/00/00	64.05
01-003515	BOMGAARS	NUTS AND BOLTS	21.33	0.00	000000	0/00/00	21.33
01-003515	BOMGAARS	SUPPLIES	32.54	0.00	000000	0/00/00	32.54
01-003515	BOMGAARS	SUPPLIES	22.99	0.00	000000	0/00/00	22.99
01-003515	BOMGAARS	TOOLS	7.49	0.00	000000	0/00/00	7.49
01-003515	BOMGAARS	#35 BOLTS	4.40	0.00	000000	0/00/00	4.40
01-003515	BOMGAARS	TABLE AND BROOMS	106.97	0.00	000000	0/00/00	106.97
01-003515	BOMGAARS	SUPPLIES	5.97	0.00	000000	0/00/00	5.97
01-003515	BOMGAARS	DRILL BITS	6.49	0.00	000000	0/00/00	6.49
01-003515	BOMGAARS	SUPPLIES	35.36	0.00	000000	0/00/00	35.36
01-003515	BOMGAARS	SUPPLIES	27.52	0.00	000000	0/00/00	27.52
01-003515	BOMGAARS	SUPPLIES	34.97	0.00	000000	0/00/00	34.97
		** TOTALS **	562.09	0.00			562.09
01-003670	BRIGGS INC OF OMAHA	AIR FILTERS	203.16	0.00	000000	0/00/00	203.16
01-003670	BRIGGS INC OF OMAHA	RESTROOM REPAIR PARTS	51.74	51.74-	120676	4/06/21	0.00
		** TOTALS **	254.90	51.74-			203.16
01-003687	BROWN SHOE FIT CO.	KLEVER SHOES	150.00	0.00	000000	0/00/00	150.00
		** TOTALS **	150.00	0.00			150.00
01-003690	BROWN SUPPLY CO INC	GUARD CURB RUNNER RETURNED	1,597.68-	0.00	000000	0/00/00	1,597.68-
01-003690	BROWN SUPPLY CO INC	FREIGHT CREDITED	197.52-	0.00	000000	0/00/00	197.52-

ACCOUNTS PAYABLE
 OPEN ITEM REPORT
 SUMMARY

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	3/19/2021 THRU 4/08/2021	3/19/2021 THRU 4/08/2021	3/19/2021 THRU 4/08/2021
PARTIALLY ITEMS DATES:	3/19/2021 THRU 4/08/2021	3/19/2021 THRU 4/08/2021	3/19/2021 THRU 4/08/2021
UNPAID ITEMS DATES :		3/19/2021 THRU 4/08/2021	3/19/2021 THRU 4/08/2021

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-003690	BROWN SUPPLY CO INC	PLOW GUARD CURB RUNNER	3,568.16	0.00	000000	0/00/00	3,568.16
01-003690	BROWN SUPPLY CO INC	UNDERBODY BLADES	2,447.10	0.00	000000	0/00/00	2,447.10
		** TOTALS **	4,220.06	0.00			4,220.06
01-003693	BRUNER & BRUNER	GENERAL WORK	256.50	0.00	000000	0/00/00	256.50
01-003693	BRUNER & BRUNER	POLICE/MAGISTRATE	1,188.00	0.00	000000	0/00/00	1,188.00
01-003693	BRUNER & BRUNER	BOARD OF ADJUSTMENT	108.00	0.00	000000	0/00/00	108.00
01-003693	BRUNER & BRUNER	7TH STREET PROPERTY	202.50	0.00	000000	0/00/00	202.50
01-003693	BRUNER & BRUNER	MAIN STREET NUISANCE	270.00	0.00	000000	0/00/00	270.00
		** TOTALS **	2,025.00	0.00			2,025.00
01-001155	BRYAN ROCK PRODUCTS INC.	RED BALL DIAMOND	1,536.97	0.00	000000	0/00/00	1,536.97
		** TOTALS **	1,536.97	0.00			1,536.97
01-004138	CAPITAL SANITARY SUPPLY	SUPPLIES	109.00	0.00	000000	0/00/00	109.00
01-004138	CAPITAL SANITARY SUPPLY	SUPPLIES	190.89	0.00	000000	0/00/00	190.89
01-004138	CAPITAL SANITARY SUPPLY	SUPPLIES	174.93	0.00	000000	0/00/00	174.93
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	54.00	0.00	000000	0/00/00	54.00
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	121.00	0.00	000000	0/00/00	121.00
		** TOTALS **	649.82	0.00			649.82
01-004133	CARROLL BROADCASTING CO.	RADIO ADS	100.00	0.00	000000	0/00/00	100.00
01-004133	CARROLL BROADCASTING CO.	RADIO ADS	100.00	0.00	000000	0/00/00	100.00
01-004133	CARROLL BROADCASTING CO.	RADIO ADS	100.00	0.00	000000	0/00/00	100.00
		** TOTALS **	300.00	0.00			300.00
01-004155	CARROLL COUNTY	GASOLINE	5,217.23	0.00	000000	0/00/00	5,217.23
		** TOTALS **	5,217.23	0.00			5,217.23
01-004160	CARROLL COUNTY AUDITOR	3RD QTR COMM CENTER	44,062.53	0.00	000000	0/00/00	44,062.53
		** TOTALS **	44,062.53	0.00			44,062.53
01-004195	CARROLL GLASS CO.	REPAIRS	117.55	0.00	000000	0/00/00	117.55
		** TOTALS **	117.55	0.00			117.55
01-004196	CARROLL HYDRAULICS	#28 - SAND SPINNER	551.24	0.00	000000	0/00/00	551.24
		** TOTALS **	551.24	0.00			551.24
01-004200	CARROLL LUMBER	CONCRETE	10.70	0.00	000000	0/00/00	10.70
		** TOTALS **	10.70	0.00			10.70
01-002977	CARROLL REFUSE SERVICE	MARCH TRASH COLLECTIONS	13,242.32	13,242.32-	120675	4/06/21	0.00
		** TOTALS **	13,242.32	13,242.32-			0.00

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PARTIALLY ITEMS DATES:	3/19/2021 THRU 4/08/2021	3/19/2021 THRU 4/08/2021	3/19/2021 THRU 4/08/2021
UNPAID ITEMS DATES :		3/19/2021 THRU 4/08/2021	3/19/2021 THRU 4/08/2021

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-004237	CARROLL VETERINARY CLINIC	APRIL DOG CARE CONTRACT	650.00	0.00	000000	0/00/00	650.00
01-004237	CARROLL VETERINARY CLINIC	MAY DOG CARE CONTRACT	650.00	0.00	000000	0/00/00	650.00
		** TOTALS **	1,300.00	0.00			1,300.00
01-000991	CARUS PHOSPHATE INC.	WATER TREATMENT SUPPLIES	3,719.52	0.00	000000	0/00/00	3,719.52
		** TOTALS **	3,719.52	0.00			3,719.52
01-004325	CENTRAL IOWA DISTRIBUTING	SUPPLIES	217.50	0.00	000000	0/00/00	217.50
		** TOTALS **	217.50	0.00			217.50
01-002998	CENTURYLINK	BACKUP PHONE LINE	154.96	154.96-	120662	3/25/21	0.00
01-002998	CENTURYLINK	BACKUP PHONE LINE	67.30	67.30-	120663	3/25/21	0.00
		** TOTALS **	222.26	222.26-			0.00
01-001393	CHAMPION FORD INC.	ENGINE REPAIRS TRUCK #3	344.81	0.00	000000	0/00/00	344.81
01-001393	CHAMPION FORD INC.	VEHICLE BRAKES AND ROTORS	338.28	0.00	000000	0/00/00	338.28
		** TOTALS **	683.09	0.00			683.09
01-002867	CINTAS FIRST AID & SAFETY	SAFETY SUPPLIES	278.74	0.00	000000	0/00/00	278.74
01-002867	CINTAS FIRST AID & SAFETY	FIRST AID SUPPLIES	106.21	0.00	000000	0/00/00	106.21
		** TOTALS **	384.95	0.00			384.95
01-003633	CLEANING SOLUTIONS INC	MARCH CITY HALL CLEANING	2,080.00	0.00	000000	0/00/00	2,080.00
01-003633	CLEANING SOLUTIONS INC	MARCH PD CLEANING	624.00	0.00	000000	0/00/00	624.00
01-003633	CLEANING SOLUTIONS INC	MARCH REC CLEANING	2,016.00	0.00	000000	0/00/00	2,016.00
		** TOTALS **	4,720.00	0.00			4,720.00
01-004835	COMMERCIAL SAVINGS BANK	FEDERAL WITHHOLDINGS	12,740.59	12,740.59-	001035	3/25/21	0.00
01-004835	COMMERCIAL SAVINGS BANK	FEDERAL WITHHOLDINGS	12,636.64	12,636.64-	001049	4/08/21	0.00
01-004835	COMMERCIAL SAVINGS BANK	FICA WITHHOLDING	14,850.86	14,850.86-	001035	3/25/21	0.00
01-004835	COMMERCIAL SAVINGS BANK	FICA WITHHOLDING	14,103.38	14,103.38-	001049	4/08/21	0.00
01-004835	COMMERCIAL SAVINGS BANK	MEDICARE WITHHOLDING	4,479.68	4,479.68-	001035	3/25/21	0.00
01-004835	COMMERCIAL SAVINGS BANK	MEDICARE WITHHOLDING	4,366.56	4,366.56-	001049	4/08/21	0.00
		** TOTALS **	63,177.71	63,177.71-			0.00
01-001131	CUMMINS CENTRAL POWER	GENERATOR HEATING HOSES RPR	4,021.11	0.00	000000	0/00/00	4,021.11
		** TOTALS **	4,021.11	0.00			4,021.11
01-005395	D & K PRODUCTS	CHEMICALS	1,029.00	0.00	000000	0/00/00	1,029.00
01-005395	D & K PRODUCTS	CHEMICALS	527.40	0.00	000000	0/00/00	527.40
01-005395	D & K PRODUCTS	CHEMICALS	2,326.09	0.00	000000	0/00/00	2,326.09
		** TOTALS **	3,882.49	0.00			3,882.49
01-000854	DEARBORN NATIONAL	APRIL LIFE INSURANCE PREMIUMS	314.77	314.77-	120669	4/01/21	0.00

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PARTIALLY ITEMS DATES:	3/19/2021 THRU 4/08/2021	3/19/2021 THRU 4/08/2021	3/19/2021 THRU 4/08/2021
UNPAID ITEMS DATES :		3/19/2021 THRU 4/08/2021	3/19/2021 THRU 4/08/2021

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
		** TOTALS **	314.77	314.77-			0.00
01-005645	DEPARTMENT OF PUBLIC SAFE	IOWA SYSTEM	3,348.00	0.00	000000	0/00/00	3,348.00
		** TOTALS **	3,348.00	0.00			3,348.00
01-006270	DREES HEATING & PLUMBING	REBUILT BACKFLOW	511.78	0.00	000000	0/00/00	511.78
01-006270	DREES HEATING & PLUMBING	FURNACE REPAIRS	175.97	0.00	000000	0/00/00	175.97
		** TOTALS **	687.75	0.00			687.75
01-006275	DREES OIL CO. INC.	UNLEADED GASOLINE	1,373.54	0.00	000000	0/00/00	1,373.54
01-006275	DREES OIL CO. INC.	PROPANE	149.86	0.00	000000	0/00/00	149.86
		** TOTALS **	1,523.40	0.00			1,523.40
01-002425	EAGLE PRESSURE WASHER SER	PRESSURE WASHER PARTS	13.69	0.00	000000	0/00/00	13.69
		** TOTALS **	13.69	0.00			13.69
01-012590	ECHO ELECTRIC SUPPLY	RESCUE SUPPLIES RETURNED	11.59-	0.00	000000	0/00/00	11.59-
01-012590	ECHO ELECTRIC SUPPLY	HEATER ELEMENT WELL #14	157.04	0.00	000000	0/00/00	157.04
01-012590	ECHO ELECTRIC SUPPLY	SUPPLIES	3.94	0.00	000000	0/00/00	3.94
01-012590	ECHO ELECTRIC SUPPLY	SUPPLIES	9.48	9.48-	120680	4/06/21	0.00
01-012590	ECHO ELECTRIC SUPPLY	SUPPLIES	26.20	0.00	000000	0/00/00	26.20
01-012590	ECHO ELECTRIC SUPPLY	LIGHT BULBS	125.04	0.00	000000	0/00/00	125.04
01-012590	ECHO ELECTRIC SUPPLY	SUPPLIES	51.14	0.00	000000	0/00/00	51.14
01-012590	ECHO ELECTRIC SUPPLY	RESCUE 7 WIRING	110.84	0.00	000000	0/00/00	110.84
		** TOTALS **	472.09	9.48-			462.61
01-006810	ECOWATER SYSTEMS	SOFTNER SALT	87.60	0.00	000000	0/00/00	87.60
		** TOTALS **	87.60	0.00			87.60
01-003764	EMILY WEST	REFUND BREAKFAST WITH SANTA	45.00	45.00-	120678	4/06/21	0.00
		** TOTALS **	45.00	45.00-			0.00
01-008020	FAMILY & SPECIALTY MEDICA	PHYSICAL EXAM - HELMKAMP	175.00	0.00	000000	0/00/00	175.00
01-008020	FAMILY & SPECIALTY MEDICA	PHYSICALS REINEKE & SNYDER	350.00	0.00	000000	0/00/00	350.00
		** TOTALS **	525.00	0.00			525.00
01-008035	FARNER-BOCKEN CO.	SOCCER CONCESSIONS	968.38	0.00	000000	0/00/00	968.38
		** TOTALS **	968.38	0.00			968.38
01-008050	FASTENAL COMPANY	BOLTS	31.81	0.00	000000	0/00/00	31.81
01-008050	FASTENAL COMPANY	SUPPLIES	110.75	0.00	000000	0/00/00	110.75
		** TOTALS **	142.56	0.00			142.56
01-001291	FEH DESIGN	STREET MAINT. BUILDING	5,045.75	0.00	000000	0/00/00	5,045.75

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PARTIALLY ITEMS DATES:	3/19/2021 THRU 4/08/2021	3/19/2021 THRU 4/08/2021	3/19/2021 THRU 4/08/2021
UNPAID ITEMS DATES :		3/19/2021 THRU 4/08/2021	3/19/2021 THRU 4/08/2021

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
		** TOTALS **	5,045.75	0.00			5,045.75
01-006860	FELD FIRE EQUIPMENT CO.	APR-JUN SECURITY MONITORING	120.00	0.00	000000	0/00/00	120.00
		** TOTALS **	120.00	0.00			120.00
01-000633	FILTER CARE	FILTERS CLEANED	150.35	0.00	000000	0/00/00	150.35
		** TOTALS **	150.35	0.00			150.35
01-000013	FIRE/POLICE RETIREMENT SY	MFPRSI CONTRIBUTIONS	12,227.79	12,227.79-	001036	3/25/21	0.00
		** TOTALS **	12,227.79	12,227.79-			0.00
01-002806	FOUNDATION ANALYTICAL LAB	LAB TESTING	1,070.35	0.00	000000	0/00/00	1,070.35
01-002806	FOUNDATION ANALYTICAL LAB	LAB TESTING	112.50	0.00	000000	0/00/00	112.50
		** TOTALS **	1,182.85	0.00			1,182.85
01-003534	FUSEBOX MARKETING	WEB MAINTENANCE APRIL	255.00	0.00	000000	0/00/00	255.00
		** TOTALS **	255.00	0.00			255.00
01-009315	GALLS INC.	3 NARCAN POUCHES	52.16	0.00	000000	0/00/00	52.16
01-009315	GALLS INC.	KEY RING HOLDERS	32.80	0.00	000000	0/00/00	32.80
01-009315	GALLS INC.	BELT KEEPERS	45.12	0.00	000000	0/00/00	45.12
01-009315	GALLS INC.	RIFLE BOX	55.45	0.00	000000	0/00/00	55.45
01-009315	GALLS INC.	EVIDENCE BAGS	123.28	0.00	000000	0/00/00	123.28
		** TOTALS **	308.81	0.00			308.81
01-000587	GAROLD SORENSEN	STEEL TOED BOOTS	171.19	171.19-	120661	3/25/21	0.00
		** TOTALS **	171.19	171.19-			0.00
01-009500	GEHLING WELDING & REPAIR	#28 SUPPLIES	8.10	0.00	000000	0/00/00	8.10
01-009500	GEHLING WELDING & REPAIR	STEEL	23.94	0.00	000000	0/00/00	23.94
		** TOTALS **	32.04	0.00			32.04
01-010156	GRAPHIC EDGE LLC	SPRING SOCCER SHIRTS	2,808.50	0.00	000000	0/00/00	2,808.50
01-010156	GRAPHIC EDGE LLC	SPRING SOCCER SHIRTS	95.00	0.00	000000	0/00/00	95.00
01-010156	GRAPHIC EDGE LLC	SPRING SOCCER SHIRTS	57.00	0.00	000000	0/00/00	57.00
01-010156	GRAPHIC EDGE LLC	SPRING SOCCER SHIRTS	276.50	0.00	000000	0/00/00	276.50
01-010156	GRAPHIC EDGE LLC	SPRING SOCCER SHIRTS	14.25	0.00	000000	0/00/00	14.25
01-010156	GRAPHIC EDGE LLC	SPRING SOCCER SHIRTS	131.25	0.00	000000	0/00/00	131.25
		** TOTALS **	3,382.50	0.00			3,382.50
01-010605	HACH CHEMICAL COMPANY	LAB SUPPLIES	197.21	0.00	000000	0/00/00	197.21
01-010605	HACH CHEMICAL COMPANY	LAB SUPPLIES	99.70	0.00	000000	0/00/00	99.70
01-010605	HACH CHEMICAL COMPANY	LAB SUPPLIES	1,244.00	0.00	000000	0/00/00	1,244.00
01-010605	HACH CHEMICAL COMPANY	LAB SUPPLIES	1,130.00	0.00	000000	0/00/00	1,130.00

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VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
		** TOTALS **	2,670.91	0.00			2,670.91
01-005410	HERALD PUBLISHING COMPANY	CARROLL FORWARD/PARK & REC ADS	330.00	0.00	000000	0/00/00	330.00
01-005410	HERALD PUBLISHING COMPANY	LEGAL PUBLICATIONS	470.30	0.00	000000	0/00/00	470.30
01-005410	HERALD PUBLISHING COMPANY	HEALTH VIEW AD	85.00	0.00	000000	0/00/00	85.00
		** TOTALS **	885.30	0.00			885.30
01-011800	HYDRAFLO INC.	OPERATING SUPPLIES	2,489.93	0.00	000000	0/00/00	2,489.93
		** TOTALS **	2,489.93	0.00			2,489.93
01-012552	INDUSTRIAL BEARING SUPP.	REPAIR PARTS	4.13	0.00	000000	0/00/00	4.13
01-012552	INDUSTRIAL BEARING SUPP.	SUPPLIES	49.92	0.00	000000	0/00/00	49.92
01-012552	INDUSTRIAL BEARING SUPP.	BELTS	183.46	0.00	000000	0/00/00	183.46
		** TOTALS **	237.51	0.00			237.51
01-001549	INLAND TRUCK PARTS COMPAN	SUPPLIES RETURNED	72.00-	0.00	000000	0/00/00	72.00-
01-001549	INLAND TRUCK PARTS COMPAN	MAINTENANCE SUPPLIES	1,739.90	0.00	000000	0/00/00	1,739.90
01-001549	INLAND TRUCK PARTS COMPAN	MAINTENANCE SUPPLIES	457.22	0.00	000000	0/00/00	457.22
		** TOTALS **	2,125.12	0.00			2,125.12
01-012635	IOWA DEPARTMENT OF TRANSP	ROAD DATA COLLECTION	6,274.08	0.00	000000	0/00/00	6,274.08
01-012635	IOWA DEPARTMENT OF TRANSP	SQUAD PAPER	155.52	0.00	000000	0/00/00	155.52
		** TOTALS **	6,429.60	0.00			6,429.60
01-003770	IOWA ECONOMIC DEVELOPMENT	CAT GRANT REIMBURSEMENT	1,128.52	0.00	000000	0/00/00	1,128.52
		** TOTALS **	1,128.52	0.00			1,128.52
01-012666	IOWA ONE CALL	FEBRUARY LOCATES	47.90	0.00	000000	0/00/00	47.90
		** TOTALS **	47.90	0.00			47.90
01-012678	IOWA PRISON INDUSTRIES	SIGNS	930.45	0.00	000000	0/00/00	930.45
		** TOTALS **	930.45	0.00			930.45
01-012685	IOWA SMALL ENGINE CENTER	REPAIR PARTS	5.45	0.00	000000	0/00/00	5.45
		** TOTALS **	5.45	0.00			5.45
01-012706	IPERS	IPERS CONTRIBUTIONS	17,798.92	17,798.92-	001037	3/25/21	0.00
01-012706	IPERS	IPERS CONTRIBUTIONS	94.50	94.50-	001037	3/25/21	0.00
01-012706	IPERS	IPERS CONTRIBUTIONS	81.45	81.45-	001037	3/25/21	0.00
		** TOTALS **	17,974.87	17,974.87-			0.00
01-013917	JEO CONSULTING GROUP INC.	DISTRIBUTION MAIN REPLACEMENTS	1,087.50	0.00	000000	0/00/00	1,087.50
01-013917	JEO CONSULTING GROUP INC.	2020 WELL REPLACEMENT	9,077.50	0.00	000000	0/00/00	9,077.50
		** TOTALS **	10,165.00	0.00			10,165.00

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UNPAID ITEMS DATES :		3/19/2021 THRU 4/08/2021	3/19/2021 THRU 4/08/2021

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-003243	JET'S OUTDOOR POWER AND S	GOLF CARTS SERVICED	3,374.58	0.00	000000	0/00/00	3,374.58
		** TOTALS **	3,374.58	0.00			3,374.58
01-025020	JOHN DEERE FINANCIAL	DEFLECTORS RETURNED	297.69-	297.69	120561	3/22/21	0.00
01-025020	JOHN DEERE FINANCIAL	SUPPLIES RETURNED	153.48-	153.48	120561	3/22/21	0.00
01-025020	JOHN DEERE FINANCIAL	DEFLECTORS	316.62	316.62-	120561	3/22/21	0.00
01-025020	JOHN DEERE FINANCIAL	REPAIR PARTS	244.68	244.68-	120561	3/22/21	0.00
01-025020	JOHN DEERE FINANCIAL	HYDRAULIC OIL	754.02	754.02-	120561	3/22/21	0.00
01-025020	JOHN DEERE FINANCIAL	REPAIR PARTS	131.04	131.04-	120561	3/22/21	0.00
01-025020	JOHN DEERE FINANCIAL	SUPPLIES	18.70	18.70-	120561	3/22/21	0.00
01-025020	JOHN DEERE FINANCIAL	GEAR LUBE AND OIL	93.38	93.38-	120561	3/22/21	0.00
01-025020	JOHN DEERE FINANCIAL	SNOWBLOWER REPAIRS	1,922.88	1,922.88-	120561	3/22/21	0.00
01-025020	JOHN DEERE FINANCIAL	REPAIR PARTS	362.70	362.70-	120561	3/22/21	0.00
01-025020	JOHN DEERE FINANCIAL	SUPPLIES	7.14	7.14-	120561	3/22/21	0.00
		** TOTALS **	3,399.99	3,399.99-			0.00
01-002700	JUSTIN FERRIN	TASER RECERTIFICATION EXPENSES	9.10	9.10-	120674	4/06/21	0.00
		** TOTALS **	9.10	9.10-			0.00
01-014520	KASPERBAUER CLEANING SER	LAUNDRER RUGS	109.57	0.00	000000	0/00/00	109.57
		** TOTALS **	109.57	0.00			109.57
01-003765	KENDAL DREES	REFUND BREAKFAST WITH SANTA	10.00	10.00-	120679	4/06/21	0.00
		** TOTALS **	10.00	10.00-			0.00
01-003768	KRIS ENGINEERING INC	SNOW BLADE SET	3,234.76	0.00	000000	0/00/00	3,234.76
		** TOTALS **	3,234.76	0.00			3,234.76
01-003763	KYLE CHRISTENSEN	ACH GOLF MEMBERSHIP REFUND	255.03	255.03-	120677	4/06/21	0.00
		** TOTALS **	255.03	255.03-			0.00
01-003022	LAVERN DIRKX	NW IA LEAGUE OF CITIES	26.32	0.00	000000	0/00/00	26.32
		** TOTALS **	26.32	0.00			26.32
01-003481	MARCO TECHNOLOGIES LLC	COPIER CONTRACT	41.48	0.00	000000	0/00/00	41.48
		** TOTALS **	41.48	0.00			41.48
01-017133	MASTERCARD	ALICE TRAINING/BACKGRND CHECKS	61.00	61.00-	000000	3/26/21	0.00
		** TOTALS **	61.00	61.00-			0.00
01-017585	MIDWEST WHOLESALE	CAULK	35.90	0.00	000000	0/00/00	35.90
		** TOTALS **	35.90	0.00			35.90

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01-002951	MIKE POGGE-WEAVER	IMMI CONFERENCE	211.68	0.00	000000	0/00/00	211.68
01-002951	MIKE POGGE-WEAVER	FINANCIAL SOFTWARE REVIEW	95.76	0.00	000000	0/00/00	95.76
		** TOTALS **	307.44	0.00			307.44
01-003529	MURRAY'S WELDING	FIX KENNEL PANEL	48.00	0.00	000000	0/00/00	48.00
01-003529	MURRAY'S WELDING	DUMP TRUCK REPAIRS	774.09	0.00	000000	0/00/00	774.09
		** TOTALS **	822.09	0.00			822.09
01-018408	NAPA AUTO PARTS	GENERATOR BATTERY WELL #19	123.63	0.00	000000	0/00/00	123.63
01-018408	NAPA AUTO PARTS	SOCKETS AND SHOP TOOLS	88.47	0.00	000000	0/00/00	88.47
01-018408	NAPA AUTO PARTS	GEAR OIL	59.99	0.00	000000	0/00/00	59.99
01-018408	NAPA AUTO PARTS	SUPPLIES	18.77	0.00	000000	0/00/00	18.77
01-018408	NAPA AUTO PARTS	HAND CLEANER	10.99	0.00	000000	0/00/00	10.99
01-018408	NAPA AUTO PARTS	OIL AND FILTERS	66.42	0.00	000000	0/00/00	66.42
01-018408	NAPA AUTO PARTS	OIL FILTERS	12.52	0.00	000000	0/00/00	12.52
01-018408	NAPA AUTO PARTS	FUEL CAP	20.48	0.00	000000	0/00/00	20.48
		** TOTALS **	401.27	0.00			401.27
01-019124	NORTH CENTRAL LABORATORIE	LAB SUPPLIES	674.96	0.00	000000	0/00/00	674.96
		** TOTALS **	674.96	0.00			674.96
01-019138	NORTHWEST IOWA LEAGUE OF	NW IA LEAGUE MEETING DIRKX	15.00	0.00	000000	0/00/00	15.00
		** TOTALS **	15.00	0.00			15.00
01-020203	OFFICE STOP	OFFICE SUPPLIES	16.54	0.00	000000	0/00/00	16.54
		** TOTALS **	16.54	0.00			16.54
01-021050	P & H WHOLESALE INC.	WATER HEATER CREDIT - WARRANTY	518.24-	518.24	120560	3/22/21	0.00
01-021050	P & H WHOLESALE INC.	PLUMBING SUPPLIES	26.13	26.13-	120560	3/22/21	0.00
01-021050	P & H WHOLESALE INC.	WATER HEATER	527.82	527.82-	120560	3/22/21	0.00
01-021050	P & H WHOLESALE INC.	PLUMBING SUPPLIES	13.76	13.76-	120560	3/22/21	0.00
01-021050	P & H WHOLESALE INC.	RESTROOM REPAIR PARTS	95.84	95.84-	120682	4/06/21	0.00
01-021050	P & H WHOLESALE INC.	SUPPLIES	25.75	0.00	000000	0/00/00	25.75
01-021050	P & H WHOLESALE INC.	SHOWER PARTS	690.32	0.00	000000	0/00/00	690.32
01-021050	P & H WHOLESALE INC.	PLUMBING PARTS	63.89	0.00	000000	0/00/00	63.89
		** TOTALS **	925.27	145.31-			779.96
01-001949	PERFORMANCE TIRE & SERVIC	OIL CHANGE #17	27.91	0.00	000000	0/00/00	27.91
01-001949	PERFORMANCE TIRE & SERVIC	TIRE	68.00	0.00	000000	0/00/00	68.00
01-001949	PERFORMANCE TIRE & SERVIC	TIRE	68.00	0.00	000000	0/00/00	68.00
01-001949	PERFORMANCE TIRE & SERVIC	TIRE REPAIRS	57.79	0.00	000000	0/00/00	57.79
01-001949	PERFORMANCE TIRE & SERVIC	OIL CHANGE #20	30.86	0.00	000000	0/00/00	30.86
01-001949	PERFORMANCE TIRE & SERVIC	#14 OIL CHANGE	28.31	0.00	000000	0/00/00	28.31
01-001949	PERFORMANCE TIRE & SERVIC	OIL CHANGE #18	25.91	0.00	000000	0/00/00	25.91

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PARTIALLY ITEMS DATES:	3/19/2021 THRU 4/08/2021	3/19/2021 THRU 4/08/2021	3/19/2021 THRU 4/08/2021
UNPAID ITEMS DATES :		3/19/2021 THRU 4/08/2021	3/19/2021 THRU 4/08/2021

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-001949	PERFORMANCE TIRE & SERVIC	OIL CHANGE #17	27.51	0.00	000000	0/00/00	27.51
01-001949	PERFORMANCE TIRE & SERVIC	OIL CHANGE #16	29.11	0.00	000000	0/00/00	29.11
01-001949	PERFORMANCE TIRE & SERVIC	#26 WRECKER SERVICE	275.00	0.00	000000	0/00/00	275.00
01-001949	PERFORMANCE TIRE & SERVIC	TIRE	71.00	0.00	000000	0/00/00	71.00
01-001949	PERFORMANCE TIRE & SERVIC	RED ALERO TOWING	175.00	0.00	000000	0/00/00	175.00
		** TOTALS **	884.40	0.00			884.40
01-021715	POLLARD CO INC, JOSEPH G	PRESSURE TEST GAUGES	373.03	0.00	000000	0/00/00	373.03
		** TOTALS **	373.03	0.00			373.03
01-021735	POSTMASTER	POSTAGE TO MAIL WATER BILLS	1,563.64	1,563.64-	120664	3/25/21	0.00
		** TOTALS **	1,563.64	1,563.64-			0.00
01-003769	PRECISION ARC LLC	FENCE REPAIR	600.00	0.00	000000	0/00/00	600.00
		** TOTALS **	600.00	0.00			600.00
01-000824	PRECISION MIDWEST LTD	SNAPLOC ROVER ROD	363.32	0.00	000000	0/00/00	363.32
		** TOTALS **	363.32	0.00			363.32
01-021860	PRESTO-X-COMPANY	PEST CONTROL 627 N ADAMS ST	79.00	0.00	000000	0/00/00	79.00
01-021860	PRESTO-X-COMPANY	PEST CONTROL - REC CENTER	60.00	0.00	000000	0/00/00	60.00
		** TOTALS **	139.00	0.00			139.00
01-000625	PRODUCTIVITY PLUS ACCOUNT	#33 FILTERS	255.30	255.30-	120668	4/01/21	0.00
01-000625	PRODUCTIVITY PLUS ACCOUNT	REPAIR PARTS	171.12	171.12-	120668	4/01/21	0.00
01-000625	PRODUCTIVITY PLUS ACCOUNT	REPART PARTS	11.70	11.70-	120668	4/01/21	0.00
		** TOTALS **	438.12	438.12-			0.00
01-002978	QCI	MISC COMPUTER ISSUES	135.00	0.00	000000	0/00/00	135.00
		** TOTALS **	135.00	0.00			135.00
01-023630	RANDY'S REFRIGERATION & E	SERVICED ICE MACHINE	300.83	0.00	000000	0/00/00	300.83
		** TOTALS **	300.83	0.00			300.83
01-023640	RAY'S REFUSE SERVICE	MARCH GARBAGE PICKUP	1,015.14	0.00	000000	0/00/00	1,015.14
01-023640	RAY'S REFUSE SERVICE	MARCH TRASH COLLECTIONS	37,475.74	37,475.74-	120683	4/06/21	0.00
		** TOTALS **	38,490.88	37,475.74-			1,015.14
01-003766	RDG PLANNG DESIGN	CARROLL US 30 CORRIDOR	9,000.00	0.00	000000	0/00/00	9,000.00
		** TOTALS **	9,000.00	0.00			9,000.00
01-023815	REGION XII COG	HOUSING REHAB GRANT #6	2,992.00	2,992.00-	120665	3/25/21	0.00
01-023815	REGION XII COG	MARCH TAXI PROGRAM DONATIONS	1,590.00	1,590.00-	120684	4/06/21	0.00
		** TOTALS **	4,582.00	4,582.00-			0.00

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	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	3/19/2021 THRU 4/08/2021	3/19/2021 THRU 4/08/2021	3/19/2021 THRU 4/08/2021
PARTIALLY ITEMS DATES:	3/19/2021 THRU 4/08/2021	3/19/2021 THRU 4/08/2021	3/19/2021 THRU 4/08/2021
UNPAID ITEMS DATES :		3/19/2021 THRU 4/08/2021	3/19/2021 THRU 4/08/2021

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-024630	RUTTEN'S VACUUM CENTER	VACUUM BELTS	9.98	0.00	000000	0/00/00	9.98
01-024630	RUTTEN'S VACUUM CENTER	VACUUM	250.00	0.00	000000	0/00/00	250.00
		** TOTALS **	259.98	0.00			259.98
01-024905	SAFETY-KLEEN CORP.	PARTS WASHER SOLVENT	259.09	0.00	000000	0/00/00	259.09
		** TOTALS **	259.09	0.00			259.09
01-003513	SCHROEDER CONSTRUCTION &	ROOF SHOP HANGER-DOWNPAYMENT	10,625.00	10,625.00-	120667	3/30/21	0.00
		** TOTALS **	10,625.00	10,625.00-			0.00
01-001333	SECURE SHRED SOLUTIONS LL	SHREDDING	35.00	0.00	000000	0/00/00	35.00
		** TOTALS **	35.00	0.00			35.00
01-025250	SHERWIN WILLIAMS CO.	PAINT AND SUPPLIES	109.64	0.00	000000	0/00/00	109.64
01-025250	SHERWIN WILLIAMS CO.	PAINT AND SUPPLIES	100.94	0.00	000000	0/00/00	100.94
		** TOTALS **	210.58	0.00			210.58
01-004178	SOLID WASTE MANAGEMENT CO	PALLETT RECYCLING	12.50	0.00	000000	0/00/00	12.50
		** TOTALS **	12.50	0.00			12.50
01-025606	SOPPE CHIROPRACTIC CLINIC	PRE-EMPLOYMENT DRUG TESTS	720.00	0.00	000000	0/00/00	720.00
		** TOTALS **	720.00	0.00			720.00
01-028180	STATE HYGIENIC LABORATORY	WATER SAMPLE ANALYSIS	42.50	0.00	000000	0/00/00	42.50
		** TOTALS **	42.50	0.00			42.50
01-003762	STEVE WEISENBORN	STEEL TOED SHOES	171.19	171.19-	120671	4/01/21	0.00
		** TOTALS **	171.19	171.19-			0.00
01-025880	STONE PRINTING CO.	TONER CARTRIDGE	85.98	0.00	000000	0/00/00	85.98
01-025880	STONE PRINTING CO.	BINDERS	61.73	0.00	000000	0/00/00	61.73
01-025880	STONE PRINTING CO.	SUPPLIES	7.70	0.00	000000	0/00/00	7.70
01-025880	STONE PRINTING CO.	STORAGE BOXES	24.99	0.00	000000	0/00/00	24.99
01-025880	STONE PRINTING CO.	MEMBERSHIP RECEIPTS	282.00	0.00	000000	0/00/00	282.00
01-025880	STONE PRINTING CO.	FRONT OFFICE SUPPLIES	135.99	0.00	000000	0/00/00	135.99
01-025880	STONE PRINTING CO.	BACKUP BATTERY	55.00	0.00	000000	0/00/00	55.00
01-025880	STONE PRINTING CO.	BACKUP BATTERY	55.00	0.00	000000	0/00/00	55.00
		** TOTALS **	708.39	0.00			708.39
01-001705	TITAN MACHINERY	#33 LEFT SIDE HEATED MIRROR	244.84	0.00	000000	0/00/00	244.84
		** TOTALS **	244.84	0.00			244.84
01-027060	TREASURER OF IOWA	3/1-3/15/2021 SALES TAX	439.00	439.00-	000000	3/19/21	0.00

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UNPAID ITEMS DATES :		3/19/2021 THRU 4/08/2021	3/19/2021 THRU 4/08/2021

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-027060	TREASURER OF IOWA	FEBRUARY SALES TAX	3,068.00	3,068.00-	000000	3/22/21	0.00
		** TOTALS **	3,507.00	3,507.00-			0.00
01-001923	TRI-TECH FORENSICS INC	SPECIMEN KITS	214.85	0.00	000000	0/00/00	214.85
		** TOTALS **	214.85	0.00			214.85
01-027079	TRIPLE A SEEDS INC.	GRASS SEED	56.25	0.00	000000	0/00/00	56.25
		** TOTALS **	56.25	0.00			56.25
01-027085	TROPHIES PLUS INC.	DONOR PLATE ENGRAVED	6.00	0.00	000000	0/00/00	6.00
01-027085	TROPHIES PLUS INC.	LOCKER ID TAGS	23.97	0.00	000000	0/00/00	23.97
		** TOTALS **	29.97	0.00			29.97
01-028168	UNITED PARCEL SERVICE	FEIGHT W/E 3/13/2021	68.32	68.32-	120562	3/22/21	0.00
01-028168	UNITED PARCEL SERVICE	FREIGHT W/E 3/20/2021	79.48	79.48-	120672	4/01/21	0.00
01-028168	UNITED PARCEL SERVICE	FREIGHT W/E 3/27/2021	24.91	24.91-	120685	4/06/21	0.00
		** TOTALS **	172.71	172.71-			0.00
01-028174	UNITED STATES CELLULAR	CELL PHONES	216.99	216.99-	120666	3/25/21	0.00
		** TOTALS **	216.99	216.99-			0.00
01-028275	UPTOWN SPORTING GOODS	SOCCER BALLS/CORNER FLAGS	961.00	0.00	000000	0/00/00	961.00
01-028275	UPTOWN SPORTING GOODS	AIR PUMP	145.00	0.00	000000	0/00/00	145.00
01-028275	UPTOWN SPORTING GOODS	SOCCER NETS	720.51	0.00	000000	0/00/00	720.51
		** TOTALS **	1,826.51	0.00			1,826.51
01-028435	UTILITY EQUIPMENT COMPANY	OPERATING SUPPLIES	455.80	0.00	000000	0/00/00	455.80
		** TOTALS **	455.80	0.00			455.80
01-029010	VEENSTRA & KIMM INC.	TREATMENT AGREEMENT REVIEW	1,308.00	0.00	000000	0/00/00	1,308.00
		** TOTALS **	1,308.00	0.00			1,308.00
01-029013	VERIZON WIRELESS	AIR CARDS	320.08	320.08-	120686	4/06/21	0.00
01-029013	VERIZON WIRELESS	CELL PHONES	415.10	415.10-	120686	4/06/21	0.00
		** TOTALS **	735.18	735.18-			0.00
01-002468	VFW	FLAGS AND POLE RETAINER	145.00	0.00	000000	0/00/00	145.00
		** TOTALS **	145.00	0.00			145.00
01-003446	WATCH GUARD VIDEO	SHIRT CLIPS	180.00	0.00	000000	0/00/00	180.00
		** TOTALS **	180.00	0.00			180.00
01-003377	WELLMARK BLUE CROSS/BLUE	APRIL HEALTH INS PREMIUMS	37,994.65	37,994.65-	120559	3/22/21	0.00
		** TOTALS **	37,994.65	37,994.65-			0.00

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UNPAID ITEMS DATES :		3/19/2021 THRU 4/08/2021	3/19/2021 THRU 4/08/2021

VENDOR	----- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	-----BALANCE----
01-011323	WES HORN	ANNUAL PIANO TUNING	85.00	0.00	000000	0/00/00	85.00
		** TOTALS **	85.00	0.00			85.00
01-000386	ZIMCO SUPPLY CO	HOLE CUTTER & SPIKE BRUSH	667.80	0.00	000000	0/00/00	667.80
01-000386	ZIMCO SUPPLY CO	FLAGS AND MARKERS	593.30	0.00	000000	0/00/00	593.30
		** TOTALS **	1,261.10	0.00			1,261.10
01-003722	ISOLVED BENEFIT SERVICES	FEB HRA CHECKS	3,285.89	3,285.89-	000000	3/24/21	0.00
01-003722	ISOLVED BENEFIT SERVICES	MARCH HRA FEES/FLEX SPENDING	262.95	262.95-	000000	4/06/21	0.00
		** TOTALS **	3,548.84	3,548.84-			0.00
	* Payroll Expense		319,143.88				

04-08-2021 08:19 AM
 VENDOR SET: 01 City of Carroll
 REPORTING: PAID, UNPAID, PARTIAL

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	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	3/19/2021 THRU 4/08/2021	3/19/2021 THRU 4/08/2021	3/19/2021 THRU 4/08/2021
PARTIALLY ITEMS DATES:	3/19/2021 THRU 4/08/2021	3/19/2021 THRU 4/08/2021	3/19/2021 THRU 4/08/2021
UNPAID ITEMS DATES :		3/19/2021 THRU 4/08/2021	3/19/2021 THRU 4/08/2021

R E P O R T T O T A L S

	GROSS	PAYMENTS	BALANCE
PAID ITEMS	539,149.78	539,149.78CR	0.00
PARTIALLY PAID	0.00	0.00	0.00
UNPAID ITEMS	212,376.77	0.00	212,376.77
VOID ITEMS	0.00	0.00	0.00
** TOTALS **	751,526.55	539,149.78CR	212,376.77

U N P A I D R E C A P

UNPAID INVOICE TOTALS	214,623.53
UNPAID DEBIT MEMO TOTALS	0.00
UNAPPLIED CREDIT MEMO TOTALS	2,246.76CR
** UNPAID TOTALS **	212,376.77

04-08-2021 08:19 AM
VENDOR SET: 01 City of Carroll
REPORTING: PAID, UNPAID, PARTIAL

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	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	3/19/2021 THRU 4/08/2021	3/19/2021 THRU 4/08/2021	3/19/2021 THRU 4/08/2021
PARTIALLY ITEMS DATES:	3/19/2021 THRU 4/08/2021	3/19/2021 THRU 4/08/2021	3/19/2021 THRU 4/08/2021
UNPAID ITEMS DATES :		3/19/2021 THRU 4/08/2021	3/19/2021 THRU 4/08/2021

FUND TOTALS

001	GENERAL FUND	234,841.68
010	HOTEL/MOTEL TAX	155.84
110	ROAD USE TAX FUND	30,515.87
121	LOCAL OPTION SALES TAX	9,140.00
167	REC CENTER TRUST FUND	968.38
178	CRIME PREV/SPEC PROJECTS	320.08
309	C.P. - CORRIDOR OF COMM.	48,346.27
314	C.P.-STREETS MAINT BLDG	5,045.75
315	LIBRARY/CITY HALL REMODEL	1,128.52
350	C.P. - HOUSING FUND	2,992.00
600	WATER UTILITY FUND	22,745.27
602	WATER UTILITY CAP. IMP.	10,165.00
610	SEWER UTILITY FUND	24,256.95
850	MEDICAL INSURANCE FUND	41,761.06
	* PAYROLL EXPENSE	319,143.88

GRAND TOTAL 751,526.55

City of Carroll

Brad Burke, Chief of Police

Police Department

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-3536

FAX: (712) 792-8088

MEMO TO: Mike Pogge-Weaver, City Manager

MSPW

FROM: Brad Burke, Chief of Police

BB

DATE: April 8, 2021

SUBJECT: Sidewalk closure – Kerp’s Bar and Grill

I have received a request from Kerp’s Bar and Grill for a sidewalk closure on April 24, 2021, for a RAGBRAI event. The sidewalk to be closed will be directly in front of Kerp’s Bar and Grill on 5th Street. The request will allow the sale and consumption of alcohol in this closed area. They have applied for a liquor license allowing outdoor sales for this event. They will have fencing to define their authorized alcohol sales/consumption area as required through the outdoor sales license. Attached to this memo is a letter from Bill Badding of Kerp’s Bar and Grill for the requested closure.

RECOMMENDATION: Council discussion and approval for the sidewalk closure for Kerp’s Bar and Grill on April 24, 2021.

Kerps Bar & Grill Inc.

223 E 5th St
Carroll IA 51401
712-792-9191
billbadding@hotmail.com

April 7, 2021

City of Carroll,

We would like to request the closing of the sidewalks for public use to both the South and East of our building on 5th and Clark St. on April 24, 2021 from 2:00 pm to 2 am. We are hosting a RAGBRAI kick-off event and will be utilizing the outdoor space for outside service. We have provided a map designating the area and it will be blocked off.

Sincerely,

Bill Badding

City of Carroll

Brad Burke, Chief of Police

Police Department

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-3536

FAX: (712) 792-8088

TO: Mike Pogge-Weaver, City Manager *MSP-U*

FROM: Brad Burke, Chief of Police *BB*

DATE: April 8, 2021

RE: New License

The following establishments have applied for a new license:

Carroll Hy-Vee -- (Kuemper Ball - May 1, 2021)
201 South Grant Road
5-day Class "C" Liquor License

Kerp's
223 East 5th Street
1-day Special Event – Add Outdoor Service Endorsement -- April 24, 2021

RECOMMENDATION: Council consideration and approval of these applications.

City of Carroll

627 N. Adams Street

Carroll, Iowa 51401

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Mike Pogge-Weaver, City Manager *MSPW*

FROM: Laura A. Schaefer, City Clerk/Finance Director *LAS*

DATE: April 6, 2021

SUBJECT: Application for Tax Abatement under the Urban Revitalization Plan for:
a. Tom and Amy Riddle (1737 Pike Avenue)

Tom and Amy Riddle have applied for a for tax abatement relating to the addition of a double car garage and living space to their current residence at 1737 Pike Avenue. Attached is a copy of their application. The estimated cost of the work is \$50,000. Staff has reviewed the application and has found that it complies with the requirements of the City's Urban Revitalization Plan that was adopted on February 25, 2019.

RECOMMENDATION: Mayor and City Council consideration of the attached resolution approving Application for Tax Abatement under the Urban Revitalization Plan for Tom and Amy Riddle (1737 Pike Avenue).

RESOLUTION TO APPROVE TAX ABATEMENT

WHEREAS, on February 25, 2019 the City of Carroll did adopt an Urban Revitalization Plan with a tax abatement provision to encourage improvements to single family dwellings and multi-residential properties, and

WHEREAS, Tom and Amy Riddle have applied for tax abatement for an additional to their residential property within the City of Carroll, in conformance with the City's Plan.

NOW, THEREFORE, be it resolved by the City Council of Carroll, Iowa, that tax abatement be granted to Tom and Amy Riddle, for the properties located in Carroll, Iowa and legally described as follows, to-wit:

Lot 3, Block 2, Frank Addition, Carroll County, Iowa

Locally known as: 1737 Pike Avenue, Carroll, IA 51401

Parcel ID: 06-24-226-012

BE IT FURTHER RESOLVED that a certified copy of this resolution with a copy of Tom and Amy Riddle's application for abatement attached thereto shall be forwarded to the Carroll County Assessor.

PASSED AND APPROVED by the City Council of the City of Carroll, Iowa, this 12th day of April, 2021.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

BY: _____
Eric P. Jensen, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

APPLICATION FOR TAX ABATEMENT UNDER THE CITY OF CARROLL URBAN REVITALIZATION PLAN

Please type or print

Applicant (Owner of Record): Tom & Amy Riddle

Address: 1737 Pike Ave.

City: Carroll State: Iowa

Phone: 712-790-4874

Name of Other Owners of Record (if any): _____

Address: _____

City: _____ State: _____

Phone: _____

Legal Description or Parcel Number: _____

Existing Property Use

Agricultural

Commercial

Residential

Vacant

Multi-Residential

Current Property Value (from assessor's records)

Land: \$ 30,810.00

Building(s): \$ 91,390.00

Type of Improvements (check one):

New construction on vacant land

Addition(s) to existing structure

Rehabilitation/Renovation of existing structure

Replacement of existing structure(s)

Brief Description of Project: Double car garage with some living space added also (behind garage)

Estimated Cost of Actual Improvements: \$ 65,000

Start Date: Sept 15, 2020

Estimated or Actual Completion Date: March ? 2022

(we are doing most of the work ourselves)

Tax Exemption Schedule

Check the tax exemption schedule for which you are applying. (check only one)

- 1. All Qualified Real Estate assessed as multiresidential, if the multiresidential property consists of three or more separate living quarters with at least seventy-five percent of the space used for residential purposes, shall receive an exemption from taxation on the first seventy-five thousand dollars (\$75,000) of actual value added per living quarter by the Improvements for a period of five (5) years.
- 2. All Qualified Real Estate assessed as residential, or multi-residential with fewer than three separate living quarters, shall receive an exemption from taxation on the first seventy-five thousand dollars (\$75,000) of actual value added by the Improvements for a period of five (5) years.

If residential rental property, complete the following:

Number of units: _____

Number of tenants being relocated and relocation assistance (Continue on a separate sheet if necessary)

<u>Tenant</u>	<u>Date of Occupancy</u>	<u>Relocation Benefits</u>

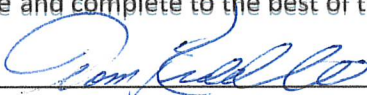
Note: No change may be made once an application is approved and an exemption is granted.

Acknowledgments:

A copy of the building permit (if required) is attached.

The property to which improvements are made conform to all applicable city codes and anticipated improvements conform to the Carroll Urban Revitalization Plan as adopted.

The applicant certifies that all information in this application and all information provided in the support of this application is given for the purpose of obtaining an exemption from taxes on improvements and/or new construction, and is true and complete to the best of the applicant's knowledge.

Applicant's Signature:  **Date Signed:** 3-13-21

City Council Action:

_____ Approved Resolution No. _____ Date: _____

_____ Disapproved _____ Date: _____

Reason for disapproval: _____

County Assessor Action:

_____ Approved _____ Date: _____

_____ Disapproved _____ Date: _____

Reason for disapproval: _____

Date of Notification of Determination Sent to Applicant: _____

CITY OF CARROLL

BUILDING PERMIT

THIS FORM WAS PRINTED ON: 8/12/2020

PERMIT #: 200282

DATE ISSUED: 8/12/2020

PROJECT ADDRESS: 1737 PIKE AVE
LOCATION: 1737 PIKE AVE
SUBDIVISION:

LOT #:
BLK #:

ISSUED TO: TOM RIDDLE
ADDRESS: 1737 PIKE AVE
CITY: CARROLL
STATE: MISSISSIPPI
ZIP: 39001
PHONE:

CONTRACTOR: TOM RIDDLE
ADDRESS: 1737 PIKE AVE
CITY: CARROLL
STATE: MISSISSIPPI
ZIP: 39001
PHONE:

VALUATION: \$ 50,000.00
WORK: RESIDENTIAL
REMODEL/ADDITION

SQ FT: 0.00
ZONE ORD:

PROP. USE:
ARCHITECT:

OCCP TYPE:
CLASSWORK:

FEE CODE	DESCRIPTION	AMOUNT
BL ISSUE	BUILDING ISSUE FEE	\$ 285.00
TOTAL		\$ 285.00

NOTES: INSTALL GARAGE AND LIVING SPACE

NOTICE

THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 120 DAYS, OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF 120 DAYS AT ANY TIME AFTER WORK IS STARTED.

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS DOCUMENT AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISION OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

(SIGNATURE OF CONTRACTOR OR AUTHORIZED AGENT)

DATE

(APPROVED BY)



8/12/20
DATE

DATE 7-24-2020

PERMIT NO. 200282

BUILDING PERMIT APPLICATION

CITY OF CARROLL, IOWA

Job Address
1737 Pike Ave

Legal Description - Include Lot No., Block No. Tract

Owner Tom & Amy Riddle	Mailing Address 1737 Pike Ave	Phone 712-790-4874
---------------------------	----------------------------------	-----------------------

Contractor self	Mailing Address 1737 Pike Ave	License No.	Phone 402-9127 572 - 9416
--------------------	----------------------------------	-------------	--

Architect or Designer	Mailing Address	License No.	Phone
-----------------------	-----------------	-------------	-------

Use of Building

Description of Work
adding garage & living space to existing house

****REVIEW NOTICE & SIGN BELOW****

ATTACH BLUE PRINTS AND SITE PLAN

NOTICE

THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 120 DAYS OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF 120 DAYS AT ANY TIME AFTER WORK IS COMMENCED.

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. THE GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE THE AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

Valuation of Work	\$ 50,000
Permit Fee	\$ 285.00
Additional Fees:	
Plan Check Fee	\$
Sewer Connection	\$
Water Connection	\$
Other	\$
TOTAL AMOUNT DUE	285.00

Signature of owner or authorized agent	Date
--	------

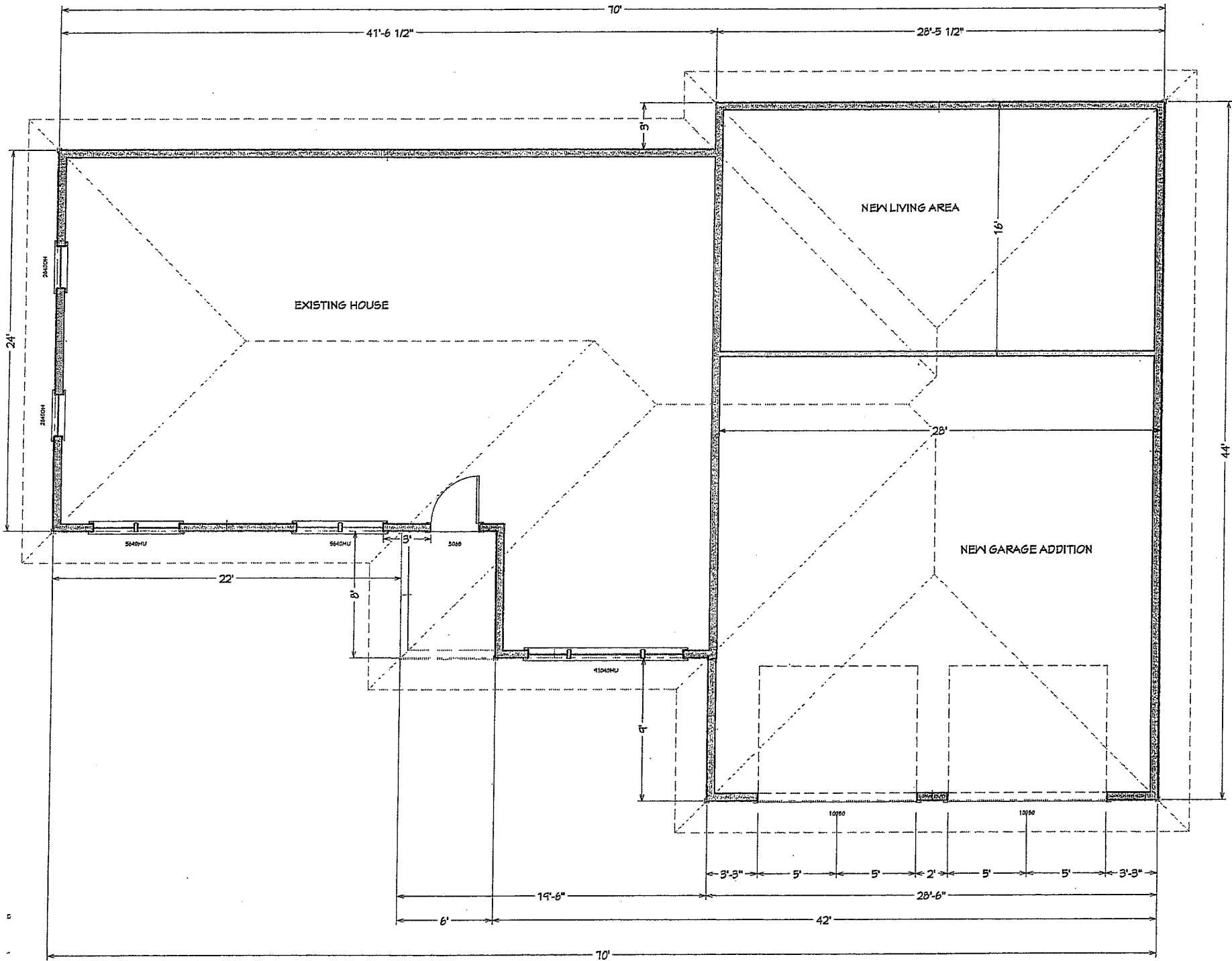
Plumbing Permit # _____
Mechanical Permit # _____
Electrical Permit # _____
R.O.W. Permit # _____

WHEN PROPERLY APPROVED BELOW THIS IS YOUR PERMIT

Application accepted by:
Priscy Johnson

Date:
7-27-20

Approved by:
[Signature]



10'
Setback



1/4" = 1'

City of Carroll

627 N. Adams Street

Carroll, Iowa 51401

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Mike Pogge-Weaver, City Manager *MSP-W*

FROM: Jack Wardell, Director of Parks and Recreation *JW*

DATE: April 7, 2021

SUBJECT: Tree City USA Award – 31st Year

➤ Arbor Day Proclamation

Carroll has been named a Tree City USA community by The National Arbor Day Foundation to honor its commitment to community forestry. This is the 31st year Carroll has received this recognition.

The Tree City USA program is sponsored by the National Arbor Day Foundation in cooperation with the National Association of State Foresters and the USDA Forest Service.

Carroll has met the four standards to become a Tree City USA community: a tree board or department, a tree care ordinance, a comprehensive community forestry program, and an Arbor Day observance.

Attached to this memorandum is the proclamation observing April 30, 2021 as Arbor Day in Carroll, IA.

2021 ARBOR DAY PROCLAMATION

WHEREAS, Iowa's trees were a significant attraction to early settlers because of their multiple benefits and the beautiful environment they provided; and

WHEREAS, Trees are an increasingly vital resource in Iowa, enriching our lives by purifying our air and water, helping to conserve our soil and energy, creating jobs through our forest products industries, serving us with shade for our recreation, providing our wildlife with food and shelter, and making our communities a more pleasant place to live and work, and

WHEREAS, With the cooperation of all Iowans, the benefits of trees can be passed on to future generations through tree planting and conservation of this renewable resource, and

WHEREAS, Each year, on Arbor Day - the people of Iowa pay special attention to the benefits of our trees and dedicate themselves to the planting and management of Iowa's forest resources.

NOW, THEREFORE, I, ERIC P. JENSEN, MAYOR OF CARROLL, IOWA, DO HEREBY PROCLAIM APRIL 30, 2021 AS

ARBOR DAY

IN CARROLL, IOWA, AND URGE CITIZENS TO PARTICIPATE IN TREE PLANTING PROGRAMS THAT WILL ENSURE A GREENER CARROLL AND A GREENER IOWA AND TO NURTURE, PROTECT, AND WISELY USE IOWA'S NATURAL WONDER OF TREES.

Eric P. Jensen, Mayor

City of Carroll

627 N. Adams Street

Carroll, Iowa 51401

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Honorable Mayor and City Council Members

FROM: Mike Pogge-Weaver, City Manager *MSPW*

DATE: April 8, 2021

SUBJECT: Hold public hearing to hear comments on the proposed Olsen's/Carroll County Solid Waste 80/20 annexation; and resolution for vote approving annexation.

In November 2020 the City of Carroll received the enclosed annexation request from the Carroll County Solid Waste Management Commission for voluntary annexation of 15.39 acres to be annexed into the City of Carroll's city limits. In December 2020 the City of Carroll received the enclosed annexation request from the Olsen's Car Care Corner Inc for voluntary annexation of 2.65 acres to be annexed into the City of Carroll's city limits. These annexation applications were submitted in order for Olsen's Car Care Corner Inc to be annexed into the City of Carroll in order for them to connect to City of Carroll water and sanitary sewer services.

Upon review of the voluntary annexation requests, staff noticed that a 1.88 acre parcel of land owned by FerrellGas, Inc would be bounded by the City of Carroll on three sides and would have no road access to the property without going through the City of Carroll. Iowa Code 368.7(1)(a) permits cities to include territory comprising not more than twenty percent of the land area in an application without the consent of the owner to avoid creating an island or to create more uniform boundaries. The City Council reviewed the requests on January 25, 2021 and initiated the voluntary annexation for the property owned by the Carroll County Solid Waste Management Commission and Olsen's Car Care Corner Inc along with including property owned by FerrellGas, Inc without the consent of the owner to create more uniform boundaries. Please see the enclosed maps showing the existing city limits and also the area currently proposed for 80/20 annexation.

The additional parcel proposed as part of this current annexation include:

1. Parcel # 06-22-200-005

- Owner: FerrellGas, Inc
- Physical Address: 19116 Kittyhawk Ave, Carroll, IA 51401
- Acres Included in Annexation Area: 1.88 acres

Iowa Code specifies processes for the following types of annexation applications:

1. 100% voluntary annexation, not within an urbanized area of another city;
2. 100% voluntary annexation, within an urbanized area of another city;
3. 80% voluntary/20% involuntary, not within an urbanized area of another city;
4. 80% voluntary/20% involuntary, within an urbanized area of another city; and
5. Involuntary

This annexation request will be considered an 80% voluntary/20% involuntary, not within the two-mile urbanized area of another community (Iowa Code 368.7(1)). Iowa Code requires City Council to hold a public hearing prior to voting on a resolution considering approval of an annexation request. After Council's consideration of the annexation resolution after the public hearing, the City will send its annexation files to the State's City Development Board for review and approval.

The total amount of land proposed for annexation as part of this 80/20 request is 23.27 acres. This land proposed for annexation is situated in unincorporated Carroll County west of the existing Southwest Development Park subdivision. This 23.27 acres also includes annexation Kittyhawk Ave that runs between the County Solid Waste Management Commission property and the Olsen's Car Care Corner Inc/ FerrellGas, Inc properties and the west ½ of Kittyhawk Ave adjacent to the County Solid Waste Management Commission property.

ANALYSIS: When the City Council reviews annexation applications, they review the following topics: Consistency with the Comprehensive Plan, Street and Utility Connectivity, and Outreach.

Consistency with the City's Comprehensive Plan - Future Land Use Map:

This site is included in the City's Future Land Use Map as General Industrial. The property is within the City of Carroll's 2-mile zoning area and is zoned I-2 General Industrial District.

This annexation application is consistent with the following objective of the City's Comprehensive Plan:

Land Use Police 12: Facilitate the adequate provision of transportation, water, sewerage, schools, parks, and other requirements.

This annexation application is also consistent with the City's Future Land Use Map, which guides for General Industrial development. The area will remain as the current General Industrial style development that is in place and will now have access to public water and sanitary sewer systems.

Street & Utility Connectivity:

This requested annexation area is adjacent to the existing Kittyhawk Ave road right-of-way. No additional roads or utilities are envisioned to be built in this area. Surrounding property owners would connect to the water and sanitary sewer systems that are currently in place in the Kittyhawk Ave road right-of-way. ***Comment by Randy Krauel, Public Works Director:*** *This annexation area does not give me cause for concern due to the proximity of existing utilities that are in place along Kittyhawk Ave.*

Outreach:

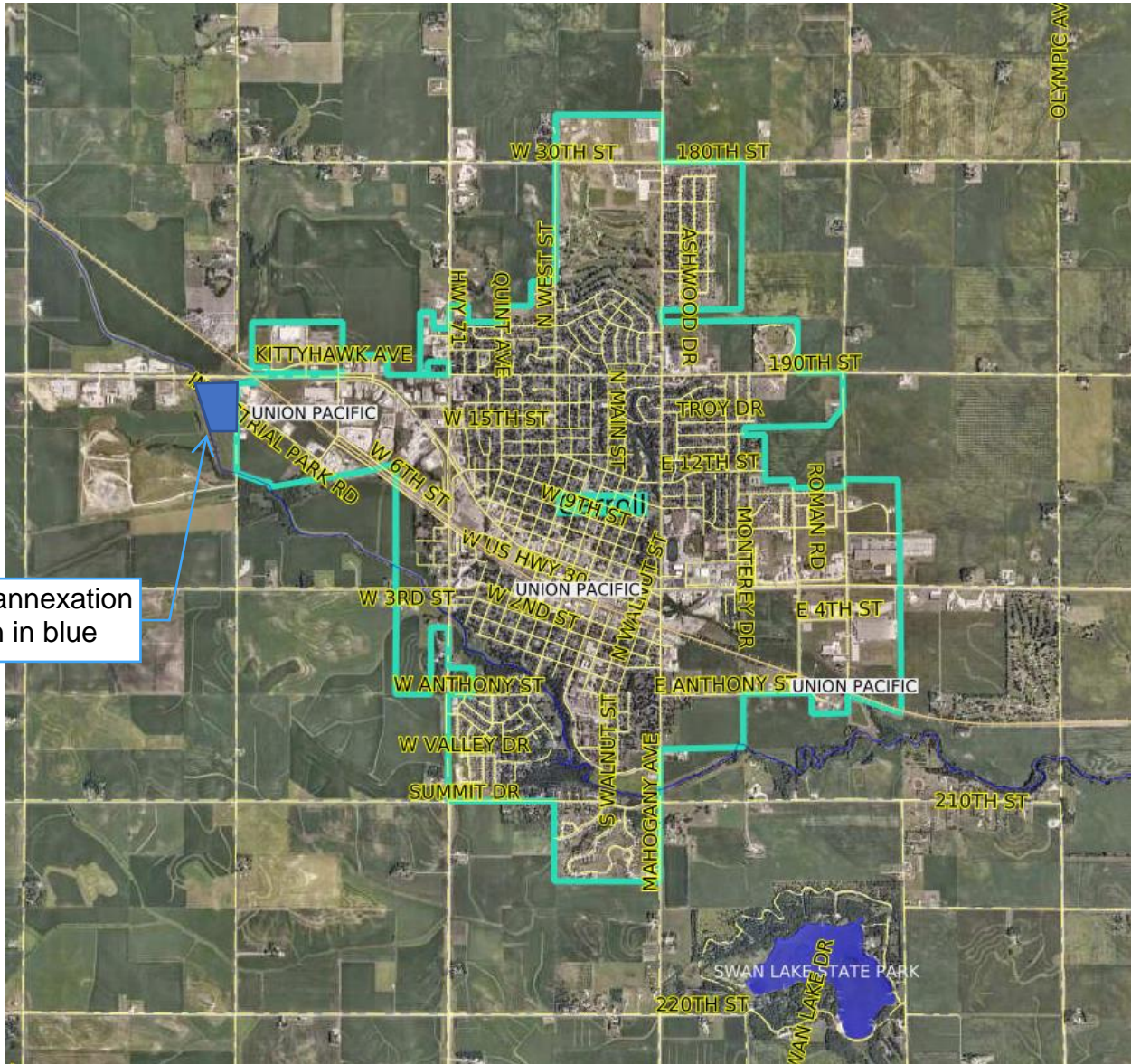
As required by Chapter 368 of the Iowa Code, on February 3, 2021 the City mailed an annexation consultation notice to the Carroll County Board of Supervisors and the Maple River Township Trustees. The City held the required consultation notice on February 24, 2021 – no public comment was received at this consultation. The City also notified the Carroll County Auditor’s Office for a review of the legal description and parcel ownership – on February 5, 2021 the Auditor’s Office noted that the listed legal and ownership were complete and accurate. The City also notified the Carroll County Attorney’s Office in March since roadway area is also included for annexation – no comment has been received to date. The City also notified the Iowa Attorney General Office in March since State of Iowa roadway area (Highway 30) is also included for annexation – no comment has been received to date.

In March the City mailed annexation notices to the following: Board of Supervisors, each non-consenting owner within the annexation area, each owner adjacent to the annexation, and each affected public utility. No comments have been received to date based on these mailing. Prior to sending these mailings, City staff had discussed this annexation with representatives from FerrellGas, Inc. No position on the annexation has been received from FerrellGas, Inc. to date.

ALTERNATIVES: The option exists to not hold the scheduled public hearing; however, this is not recommended, as a public hearing is required for review of annexations. Not holding this public hearing will impact the annexation timeline.

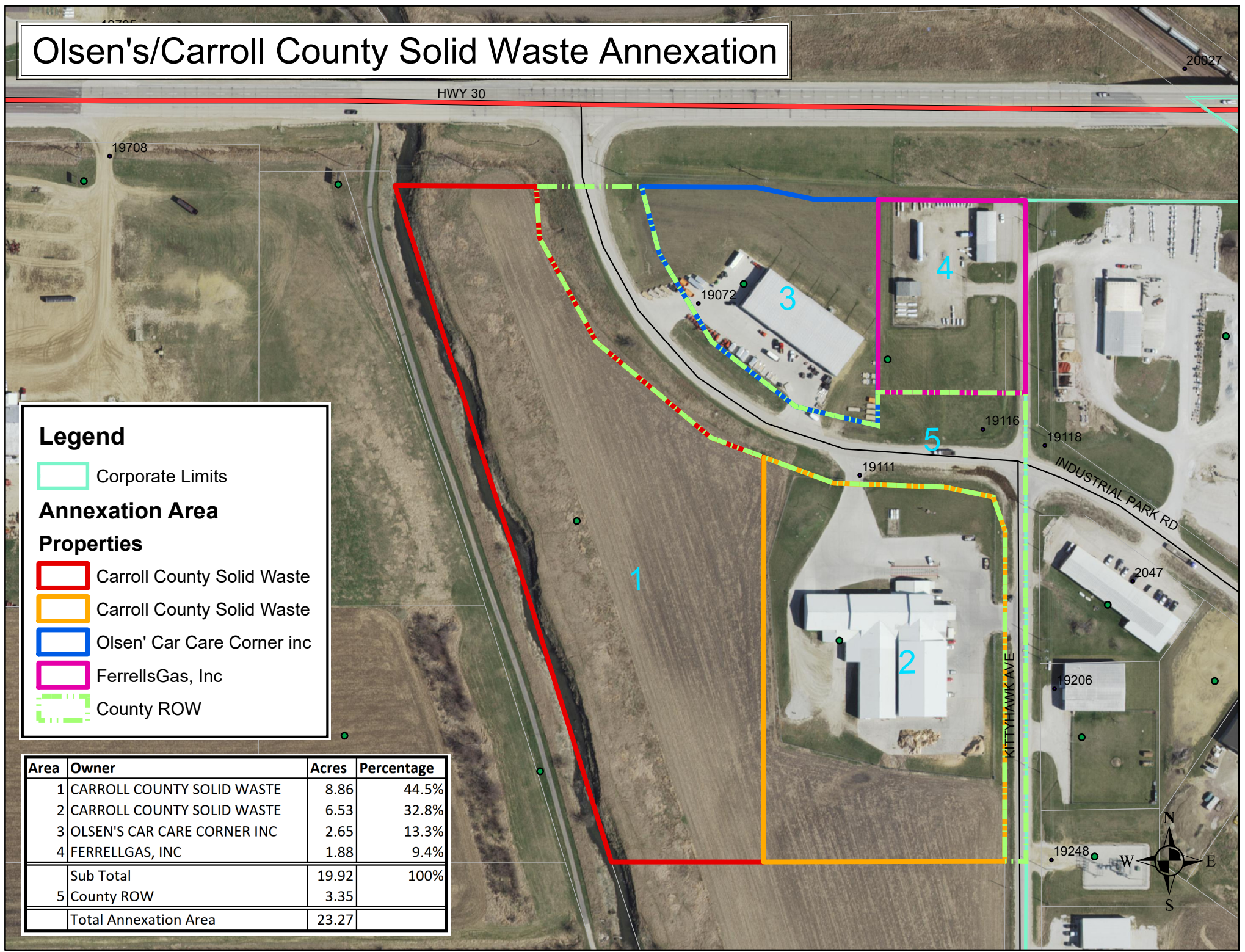
RECOMMENDATION: Staff recommends approval of the annexation resolution. After this public hearing, the City will forward the annexation information to the State’s City Development Board so that they can begin their review process.

Area Map - Showing Proposed Annexation Area in Relation to Existing City Limits



Map imagery obtained from Carroll County GIS Mapping Website

Olsen's/Carroll County Solid Waste Annexation



Legend

- Corporate Limits
- Annexation Area**
- Properties**
- Carroll County Solid Waste
- Carroll County Solid Waste
- Olsen' Car Care Corner inc
- FerrellsGas, Inc
- County ROW

Area	Owner	Acres	Percentage
1	CARROLL COUNTY SOLID WASTE	8.86	44.5%
2	CARROLL COUNTY SOLID WASTE	6.53	32.8%
3	OLSEN'S CAR CARE CORNER INC	2.65	13.3%
4	FERRELLGAS, INC	1.88	9.4%
	Sub Total	19.92	100%
5	County ROW	3.35	
	Total Annexation Area	23.27	

City of Carroll, Iowa Application for Voluntary Annexation

Applicant/Owner Information

Applicant: Carroll County Solid Waste Management Commission Date: 11-11-2020

Address: 19111 Kittyhawk Ave, Carroll, IA 51401

Contact Person: Mary Wittry, Director Fax: _____

Telephone: 712-792-5001 e-mail: mwittry@carrollcountylandfill.com

Property Owner (if different than Applicant): _____

Owner's Address: _____

Telephone: _____ e-mail: _____

Parcel Information

Location of Parcel: 19111 Kittyhawk Ave, Carroll, IA 51401
(Address, Streets intersected, etc.)

Legal Description: Lot 2 and 3 of the Solid Waste Subdivision of the NE 1/4 NE 1/4 of Section 22, Township 84 North, Range 35 West 5th P.M., Carroll County, Iowa.

Current Land Use: Open Space and Solid Waste Management office and facility.

Proposed Land Use after Annexation: No change planned at this time.

Proposed Zoning Designation: I-2 (No change from what is in place today)

Please state the reason(s) for wishing to join the City of Carroll: To allow adjoining property to annex into the City of Carroll so they can access city utilities.

Please explain how City water and sanitary sewer would serve the parcel(s): Property is currently served by the City of Carroll.

Required Attachments

The applicant is required to attach the following:

Item	Included? Yes/No
<p>A map showing all land included in this request for annexation. Map must include all parcels of land, the names of the owner of all parcels, and must show the parcel(s) in relation to the entire City of Carroll and neighboring properties.</p> <p>If the requested land abuts a County road or right of way, the map must show that the requested annexation extends to the middle of the County road or County right of way.</p>	Y
<p>Number of acres of each separate parcel included in the request for annexation, and the total acreage of all parcels included in this request.</p>	Y
<p>Name, Address and telephone number of the owners of all property included in this request for annexation.</p>	Y
<p>Written statement from the owners of all property included in this request, stating whether they concur with the request to be annexed to Carroll, signed by each property owner.</p>	Y
<p>Name, address and telephone number of all utility companies who provide, or would provide, services to any or all parcels of land included in this request.</p> <p>Legal description of any land which abuts a County roadway or right of way extending to the middle of said roadway or right of way, and identifies land, roadway or right of way which would be severed from Carroll County when annexed to the City of Carroll.</p>	City will provide.

Please attach additional sheets when necessary

Applicant's certification and Signatures: I/We, (the undersigned) do hereby request that the City of Carroll, Iowa, annex the parcel(s) of land identified as set out in this application. I/we certify the information presented in this application is complete and accurate to the best of my/our knowledge, that I am familiar with the legal nature of this request, and that this request complies with all existing laws, statues, regulations and ordinances.

X _____ 11-10-2020
 (signature) (date)

_____ 11-11-2020
 (signature) (date)

X _____
 (applicant's name - printed)

_____ *
 (applicant's name - printed)

on behalf of Carroll County Solid Waste Management Commission.

Owner's certification and Signatures: I/We, (the undersigned) do hereby certify that I/we am/are the owner of record of the parcel(s) of land that is the subject of this request, and that I/we concur with the request for this land to be annexed by the City of Carroll, and become a part of Carroll. I/we certify the information presented in this application is complete and accurate to the best of my/our knowledge, that I am familiar with the legal nature of this request, and that this request complies with all existing laws, statues, regulations and ordinances.

x [Signature] (signature) 11-10-2020 (date)

Mary Wittry (signature) 11-11-2020 (date)

(signature) _____ (date)

x Jeff Anthofer*
(owner's name - printed)

Mary Wittry*
(owner's name - printed)

(owner's name - printed)

* on behalf of Carroll County Solid Waste Management Commission

Date complete application received: November 3, 2020

Received by: Mary Wittry (Name) Title: Director

Mary Wittry
(Signature)

City of Carroll
627 N Adams St
Carroll, Iowa 51401
(712-792-1000)
e-mail: cityofcarroll@cityofcarroll.com
www.cityofcarroll.com

Date complete application received: November 11, 2020

Received by: Michel J. Pogge-Weaver Title: City Manager

[Signature]
(Signature)

ATTACHMENT TO CARROLL COUNTY SOLID WASTE MANAGEMENT COMMISSION
APPLICATION FOR VOLUNTARY ANNEXATION

AFFIDAVIT AND RESOLUTION

STATE OF IOWA, CARROLL COUNTY, ss

The undersigned, being duly sworn and under oath, state as follows:

1. That the undersigned are the officers of Carroll County Solid Waste Management Commission, as so designated.
2. That the undersigned have full knowledge of the Application For Voluntary Annexation, signed by Jeff Anthofer, Chairman and Mary Wittry, Director.
3. The Commission has approved and authorized the Application For Annexation, by Commission action and consents to said Annexation.
4. Jeff Anthofer is the Chairman and Mary Wittry is the Director of the Commission and as such had been authorized by Commission action to execute the Application For Voluntary Annexation.

This Affidavit and Resolution is for purposes of demonstrating that the Chairman and Director were authorized to sign said Application on behalf of Carroll County Solid Waste Management Commission.



Jessica Leighty

Jeff Anthofer

Jeff Anthofer, Chairman

Harvey Dales

Harvey Dales, Secretary

Subscribed and sworn to before me, this 14th day of January, 2021.



Kathy Schwaller

Notary Public

City of Carroll, Iowa Application for Voluntary Annexation

Applicant/Owner Information

Applicant: OLSEN'S CAR CARE CORNER INC Date: 12-16-2020

Address: 19072 KITTYHAWK AVE

Contact Person: Tyler Nelson Fax: 712-775-2274

Telephone: 712-775-4000 e-mail: tyler@olsensooutdoorpower.com

Property Owner (if different than Applicant): _____

Owner's Address: 2800 East 7th Street, Atlantic, IA 50022

Telephone: 712-243-4867 e-mail: tad@olsensooutdoorpower.com

Parcel Information

Location of Parcel: 19072 KITTYHAWK AVE
(Address, Streets intersected, etc.)

Legal Description: Lot 1 of the Solid Waste Subdivision of the NE ¼ NE ¼ of Section 22,

Township 84 North, Range 35 West 5th P.M., Carroll County, Iowa

Current Land Use: Commercial Retail and Repair

Proposed Land Use after Annexation: Commercial Retail and Repair

Proposed Zoning Designation: I-2 (As currently zoned)

Please state the reason(s) for wishing to join the City of Carroll: Connect to City Utilities

Please explain how City water and sanitary sewer would serve the parcel(s): City water and sanitary sewer would serve all sinks, faucets, toilets and floor drains in the building.

Required Attachments

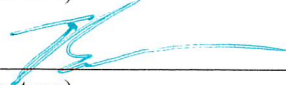
The applicant is required to attach the following:

Item	Included? Yes/No
<p>A map showing all land included in this request for annexation. Map must include all parcels of land, the names of the owner of all parcels, and must show the parcel(s) in relation to the entire City of Carroll and neighboring properties. If the requested land abuts a County road or right of way, the map must show that the requested annexation extends to the middle of the County road or County right of way.</p>	Yes
<p>Number of acres of each separate parcel included in the request for annexation, and the total acreage of all parcels included in this request.</p>	See Map
<p>Name, Address and telephone number of the owners of all property included in this request for annexation.</p>	Yes
<p>Written statement from the owners of all property included in this request, stating whether they concur with the request to be annexed to Carroll, signed by each property owner.</p>	Yes
<p>Name, address and telephone number of all utility companies who provide, or would provide, services to any or all parcels of land included in this request. Legal description of any land which abuts a County roadway or right of way extending to the middle of said roadway or right of way, and identifies land, roadway or right of way which would be severed from Carroll County when annexed to the City of Carroll.</p>	City will provide.

Please attach additional sheets when necessary

Applicant's certification and Signatures: I/We, (the undersigned) do hereby request that the City of Carroll, Iowa, annex the parcel(s) of land identified as set out in this application. I/we certify the information presented in this application is complete and accurate to the best of my/our knowledge, that I am familiar with the legal nature of this request, and that this request complies with all existing laws, statues, regulations and ordinances.

Tad Olsen 12-16-2020
 (signature) (date)

 12-16-2020
 (signature) (date)

Tyler Nelson
 (applicant's name - printed)

Tad B. Olsen
 (applicant's name - printed)

Owner's certification and Signatures: I/We, (the undersigned) do hereby certify that I/we am/are the owner of record of the parcel(s) of land that is the subject of this request, and that I/we concur with the request for this land to be annexed by the City of Carroll, and become a part of Carroll. I/we certify the information presented in this application is complete and accurate to the best of my/our knowledge, that I am familiar with the legal nature of this request, and that this request complies with all existing laws, statutes, regulations and ordinances.


<u>Tad Olsen</u>	<u>12-16-2020</u>
(signature)	(date)
	
(signature)	(date)
_____	_____
(signature)	(date)
<u>Tad B. Olsen</u>	
(owner's name - printed)	

(owner's name - printed)	

(owner's name - printed)	

Date complete application received: 12-16-2020

Received by: Michel J. Pogge-Weaver Title: City Manager
(Name)


(Signature)

City of Carroll
627 N Adams St
Carroll, Iowa 51401
(712-792-1000)
e-mail: cityofcarroll@cityofcarroll.com
www.cityofcarroll.com

ATTACHMENT TO OLSEN'S CAR CARE CORNER, INC. APPLICATION FOR
VOLUNTARY ANNEXATION DATED DECEMBER 16, 2020

AFFIDAVIT AND RESOLUTION

STATE OF IOWA, CARROLL COUNTY, ss

The undersigned, being duly sworn and under oath, state as follows:

1. That the undersigned are the officers of Olsen's Car Care Corner, Inc., as so designated.
2. That the undersigned have full knowledge of the Application For Voluntary Annexation dated December 16, 2020, and signed by Tad Olsen.
3. The above corporation has approved and authorized the above Application For Annexation, by corporate board action and consents to said Annexation.
4. Tad Olsen is the President of the above corporation and as such officer had been authorized by corporate board action to execute the above referenced Application For Voluntary Annexation dated December 16, 2020.

This Affidavit and Resolution is for purposes of demonstrating that the officer was authorized to sign said Application on behalf of Olsen's Car Care Corner, Inc.

Tad Olsen

Tad Olsen, President

Tad Olsen

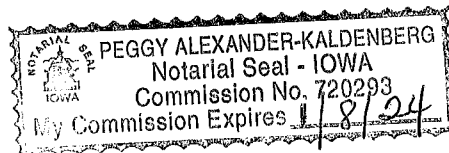
Tad Olsen, Secretary

Subscribed and sworn to before me, this 22 day of January, 2021.

Peggy Kaldenberg

Notary Public

m:\janet\word\dsb\2200\doc\olsen car care-resolution



RESOLUTION NO. _____

RESOLUTION APPROVING THE VOLUNTARY ANNEXATION OF LAND ADJACENT TO THE WEST BOUNDARY OF THE CITY OF CARROLL, INCLUDING LAND WITHOUT THE OWNER'S CONSENT INTO THE CORPORATE LIMITS OF THE CITY OF CARROLL

WHEREAS, there has been presented to the City Council Petitions/Applications for annexation, executed by the owners of the following described real estate, namely Olsen's Car Care Corner, Inc. and Carroll County Solid Waste Management Commission, which lie adjacent to the corporate limits of the City of Carroll, Iowa:

Olsen's Car Care Corner, Inc.:
Parcel No. 06-22-200-013

Lot 1 of the Solid Waste Subdivision of the NE ¼ NE ¼ of Section 22, Township 84 North, Range 35 West 5th P.M., Carroll County, Iowa

Carroll County Solid Waste Management Commission:
Parcels No. 06-22-200-014 and 06-22-200-015

Lots 2 and 3 of the Solid Waste Subdivision of the NE ¼ NE ¼ of Section 22, Township 84 North, Range 35 West 5th P.M., Carroll County, Iowa.

The above parcels are also known as:

All of the Solid Waste Subdivision of the Northeast Quarter of the Northeast Quarter of Section 22, Township 84 North, Range 35 West of the 5th P.M., Carroll County, Iowa as recorded in Book 15 Page 060, of the Carroll County's Recorder's Office

WHEREAS, this annexation includes property without the consent of the property owner of the below described real estate, namely Ferrellgas, Inc. (Parcel No. 06-22-200-005), which lies adjacent to the corporate limits of the City of Carroll:

Lot 2 of the Northeast ¼ of the Northeast ¼ of Section 22, Township 84 North, Range 35 West of the 5th, P.M., Carroll County, Iowa, LESS AND EXCEPT that parcel of land conveyed to the State of Iowa by Warranty Deed dated June 3, 1981, and recorded September 1, 1981, in Book 74, at page 11, more particularly described as follows:

Commencing at the NE Corner of said Sec. 22; thence S0°23.7'W, 160.40 feet along the east line of said NE ¼ NE ¼ to the Point of Beginning; thence N89°23.8'W, 250.00 feet; thence S0°23.7'W, 20.00 feet; thence S89°23.8'E, 217.00 feet; thence continuing S89°23.8'E, 33.00 feet to a point on the east line of said NE ¼ NE ¼; thence N0°23.7'E, 20.00 feet along the east line of said NE ¼ NE ¼ to the Point of Beginning; containing

0.12 acre, including 0.02 acre of the present established roadway, and subject to all rights of direct access between Primary Road No. U.S. 30; and

The above parcel is also known as:

All of Lot 2 of the Northeast Quarter of the Northeast Quarter of Section 22, Township 84 North, Range 35 West of the 5th P.M., Carroll County, Iowa as recorded in Book 4 Page 136, of the Carroll County's Recorder's Office LESS AND EXCEPT that parcel of land conveyed to the State of Iowa by Warranty Deed dated June 3, 1981, and recorded September 1, 1981, in Book 74, at page 11, more particularly described as follows:

Commencing at the NE Corner of said Sec. 22; thence $S0^{\circ}23.7'W$, 160.40 feet along the east line of said NE 1/4 NE 1/4 to the Point of Beginning; thence $N89^{\circ}23.8'W$, 250.00 feet; thence $S0^{\circ}23.7'W$, 20.00 feet; thence $S89^{\circ}23.8'E$, 217.00 feet, thence continuing $S89^{\circ}23.8'E$, 33.00 feet to a point on the east line of said NE 1/4 NE 1/4; thence $N0^{\circ}23.7'E$, 20.00 feet along the east line of said NE 1/4 NE 1/4 to the Point of Beginning; containing 0.12 acre, including 0.02 acre of the present established roadway, and subject to all rights of direct access between Primary Road No. U.S. 30 and as described in the above referenced Warranty Deed and depicted on the Right of Way Plat, and incorporated herein by reference.

WHEREAS, annexation area maps are attached to this resolution as Exhibits A & B; and

WHEREAS, including the land of the nonconsenting owner in the Petitions/Applications is to create more uniform boundaries; and

WHEREAS, public land, right of way, or easement is also included herein without the written consent of Carroll County, which public land, right of way or easement of Carroll County adjoins the properties described herein; and

WHEREAS, the territory included in the Petitions/Applications contain a total of 23.27 acres, of which 1.88 acres is included without the consent of the owner and 3.35 acres is county right-of-way or easement; and

WHEREAS, no Carroll County Board of Supervisors resolution was adopted and filed with the City of Carroll after consultation on the proposed annexation, which consultation occurred on February 24, 2021; and

WHEREAS, all mailings of the petitions/applications and notice of public hearing have been made in a timely manner to the non-consenting owner, public utilities, Chair of the Board of Supervisors, and County Attorney; and notice of public hearing on the petitions/applications was published in the Carroll Times Herald on March 26, 2021; and

WHEREAS, a public hearing was conducted on this date, after published notice thereof, and the Council gave due consideration to objections and evidence for and against the annexation, as reflected by the record of the public hearing; and

WHEREAS, it is in the best interest of the City of Carroll that said real estate be annexed, and said annexation is consistent with the City's Comprehensive Plan.

NOW, THEREFORE BE IT RESOLVED that the voluntary annexation referenced herein of the following described real estate (including land without the consent of the owner to create more uniform boundaries) is hereby approved and the corporate limits of the City of Carroll, Iowa are extended to include said real estate:

Lot 1 of the Solid Waste Subdivision of the NE ¼ NE ¼ of Section 22, Township 84 North, Range 35 West 5th P.M., Carroll County, Iowa; and

Lots 2 and 3 of the Solid Waste Subdivision of the NE ¼ NE ¼ of Section 22, Township 84 North, Range 35 West 5th P.M., Carroll County, Iowa; and

Lot 2 of the Northeast ¼ of the Northeast ¼ of Section 22, Township 84 North, Range 35 West of the 5th, P.M., Carroll County, Iowa, LESS AND EXCEPT that parcel of land conveyed to the State of Iowa by Warranty Deed dated June 3, 1981, and recorded September 1, 1981, in Book 74, at page 11, more particularly described as follows:

Commencing at the NE Corner of said Sec. 22; thence S0°23.7'W, 160.40 feet along the east line of said NE ¼ NE ¼ to the Point of Beginning; thence N89°23.8'W, 250.00 feet; thence S0°23.7'W, 20.00 feet; thence S89°23.8'E, 217.00 feet; thence continuing S89°23.8'E, 33.00 feet to a point on the east line of said NE ¼ NE ¼; thence N0°23.7'E, 20.00 feet along the east line of said NE ¼ NE ¼ to the Point of Beginning; containing 0.12 acre, including 0.02 acre of the present established roadway, and subject to all rights of direct access between Primary Road No. U.S. 30.

And Carroll County public land, right of way or easement adjoining the above stated properties.

The above parcels are also known as:

All of the Solid Waste Subdivision of the Northeast Quarter of the Northeast Quarter of Section 22, Township 84 North, Range 35 West of the 5th P.M., Carroll County, Iowa as recorded in Book 15 Page 060, of the Carroll County's Recorder's Office

and

All of Lot 2 of the Northeast Quarter of the Northeast Quarter of Section 22, Township 84 North, Range 35 West of the 5th P.M., Carroll County, Iowa as recorded in Book 4 Page 136, of the Carroll County's Recorder's Office LESS AND EXCEPT that parcel of land conveyed to the State of Iowa by Warranty Deed dated June 3, 1981, and recorded September 1, 1981, in Book 74, at page 11, more particularly described as follows:

Commencing at the NE Corner of said Sec. 22; thence S0°23.7'W, 160.40 feet along the east line of said NE 1/4 NE 1/4 to the Point of Beginning; thence N89°23.8'W, 250.00 feet; thence S0°23.7'W, 20.00 feet; thence S89°23.8'E, 217.00 feet, thence continuing S89°23.8'E, 33.00 feet to a point on the east line of said NE 1/4 NE 1/4; thence N0°23.7'E, 20.00 feet along the east line of said NE 1/4 NE 1/4 to the Point of Beginning; containing 0.12 acre, including 0.02 acre of the present established roadway, and subject to all rights of direct access between Primary Road No. U.S. 30 and as described in the above referenced Warranty Deed and depicted on the Right of Way Plat, and incorporated herein by reference.

Containing a total of 23.27 acres of property of which 1.88 acres is included without the consent of the owner and 3.35 acres is county right of way.

BE IT FURTHER RESOLVED, that the City staff is directed and authorized to proceed with submitting this matter for annexation to the City Development Board.

Passed and approved by the Carroll City Council this 12th day of April, 2021.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

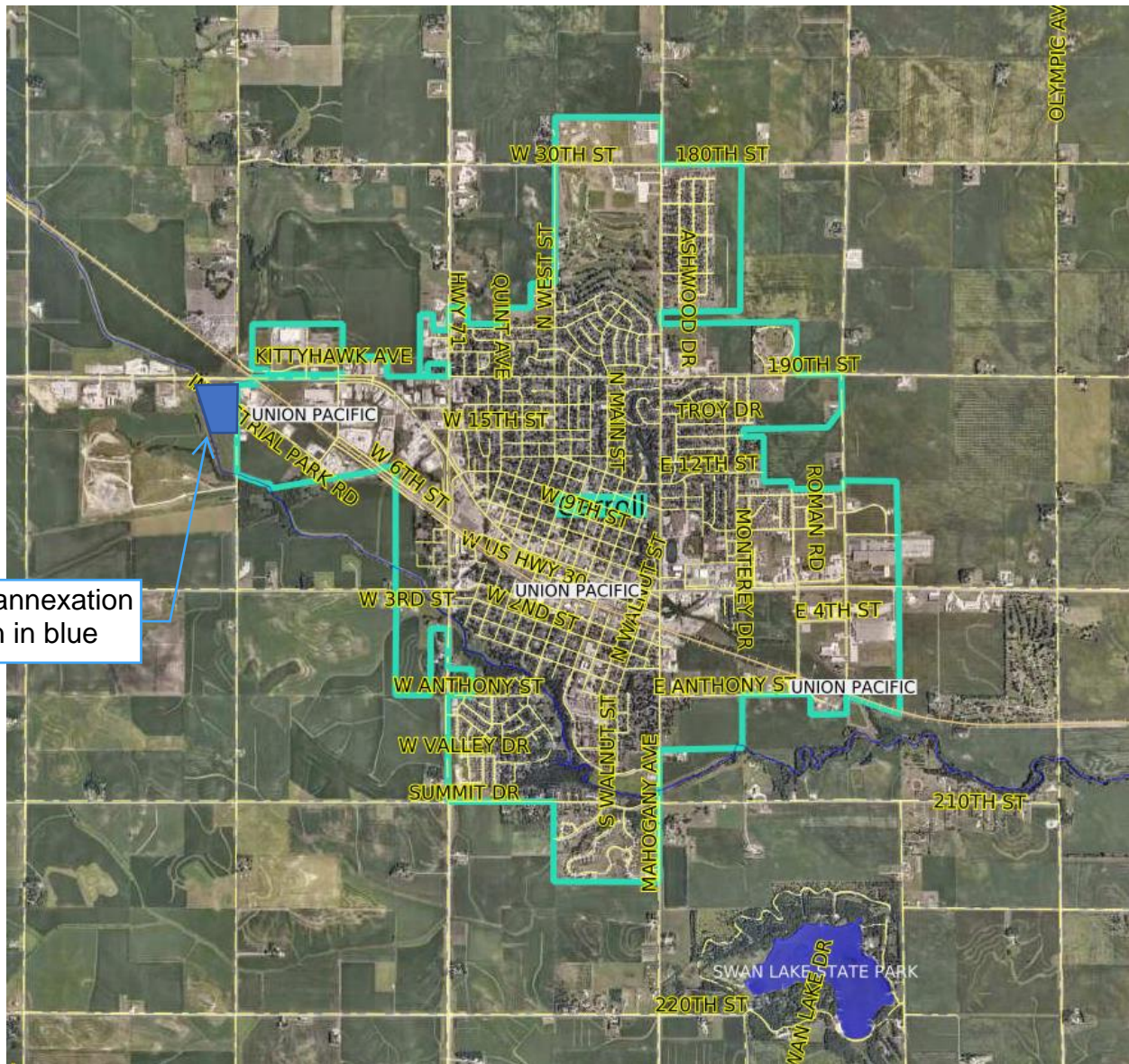
BY: _____
Eric P. Jensen, Mayor

ATTEST:

BY: _____
Laura A. Schaefer, City Clerk

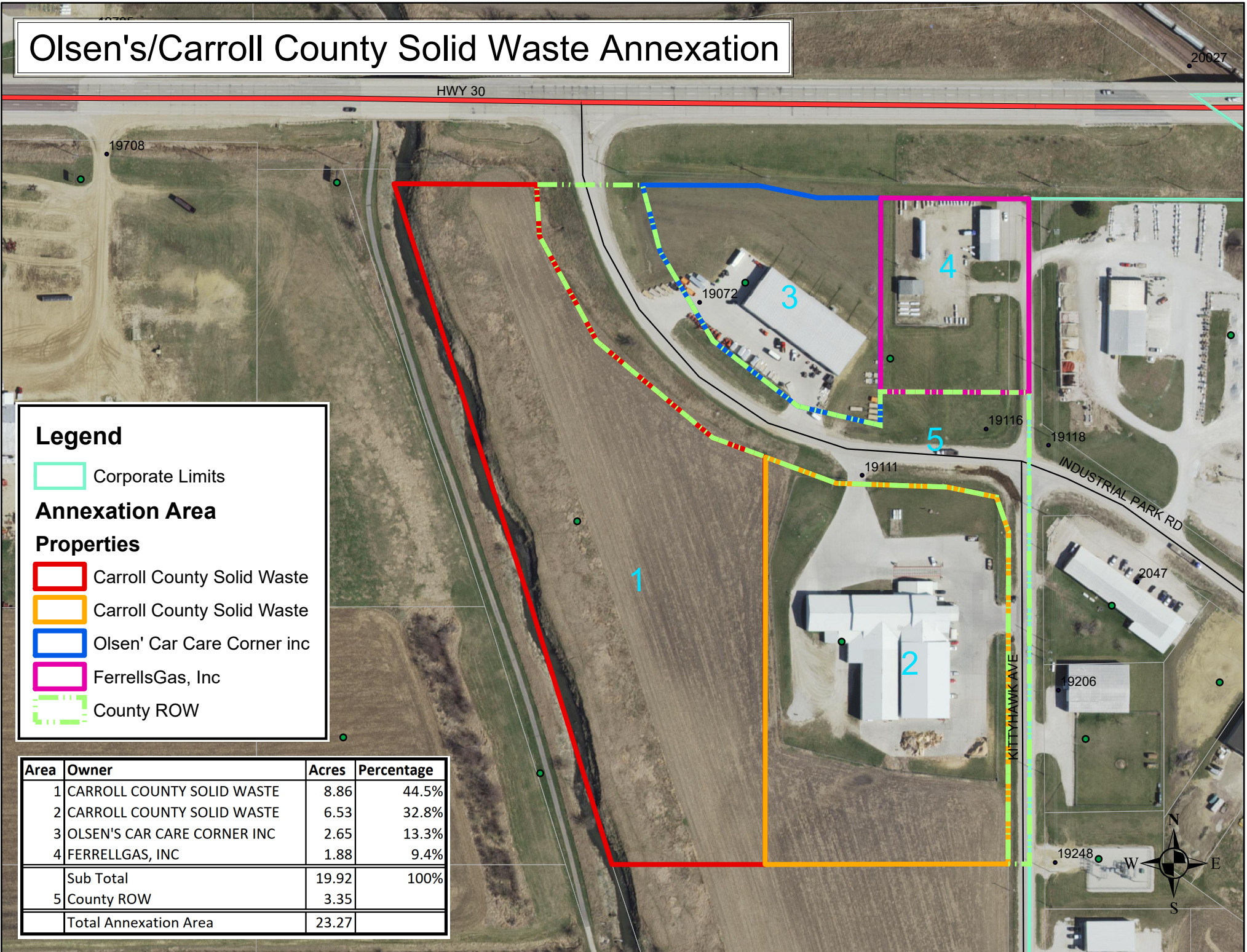
Exhibit A - Annexation Area (General Location Map)

Area Map - Showing Proposed Annexation Area in Relation to Existing City Limits



Map imagery obtained from Carroll County GIS Mapping Website

Olsen's/Carroll County Solid Waste Annexation



Legend

Corporate Limits

Annexation Area

Properties

Carroll County Solid Waste

Carroll County Solid Waste

Olsen' Car Care Corner inc

FerrellsGas, Inc

County ROW

Area	Owner	Acres	Percentage
1	CARROLL COUNTY SOLID WASTE	8.86	44.5%
2	CARROLL COUNTY SOLID WASTE	6.53	32.8%
3	OLSEN'S CAR CARE CORNER INC	2.65	13.3%
4	FERRELLGAS, INC	1.88	9.4%
	Sub Total	19.92	100%
5	County ROW	3.35	
	Total Annexation Area	23.27	



City of Carroll

627 N. Adams Street

Carroll, Iowa 51401

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Honorable Mayor and City Council Members

FROM: Mike Pogge-Weaver, City Manager *MSPW*

DATE: April 8, 2021

SUBJECT: Memorandum of Understanding between the City of Carroll and the Over-the-Road, City Transfer Drivers, Helpers, Dockmen, Warehousement, Inside Workers, State, County & Municipal Employees, Teamsters Local Union No. 238 - Carroll Police Department Unit concerning overtime, scheduling, and hiring bonuses

The City of Carroll currently has two openings for police patrol officers in the Carroll Police Department. To increase the applicant pool on certified officers, City staff is proposing that we offer a hiring bonus for certified officers. A number of police departments around the state are offering this type of incentive for certified officers. The proposal would to be provide up to a \$5,000 hiring bonus for certified officers.

Staff sees two benefits when hiring a certified officer. First, it costs the City approximately \$18,700 to send a new officer to the State Law Enforcement Academy. Second, a new officer spends 15 weeks at the academy and then they spend an additional 11 weeks in field training locally versus a certified officer that will spend only 3 weeks field training. Both of these are good benefits, especially now with two officer openings.

Since this is a form of compensation, it is subject to collective bargaining with the police union. Current police patrol officers have discussed this and they are willing to make this change to the current collective bargaining agreement that runs through June 30, 2023.

In making this change, the union has requested that the City change the schedule in order to provide a few full weekend (Saturday and Sunday) off in the schedule rotation. The current schedule rotation never provides both Saturday and Sunday off for our sergeants and police patrol officers. City staff has looked at various schedules around the state and have found a schedule that would accomplish this and still minimize overtime hours in the Police Department. One of the schedules that is being considered would provide 2 weekends off over an 8-week rotation in addition to a few Saturdays or Sundays off in the rotation. To make this schedule change the City would need to move from a 40 hour work week to an 80-hour two-week work period for the purposes of calculating overtime in the police union. Normally the FLSA looks at a single work week and requires employers to pay overtime when an employee works more than 40 hours in a week. Section 7(k) of the FLSA provides that employees engaged in fire protection or law enforcement may be paid overtime on a "work period" basis. Under this exemption for public safety employees,

a “work period” may be from 7 consecutive days to 28 consecutive days in length. Thus, the change to an 80-hour two-week work period is permissible under FLSA; however, a change to the collective bargaining agreement is needed to allow this change. City staff sees this change as being cost neutral to the City. This also provides a better working schedule as the City works to recruit new officers into the department.

It should be noted that Union Representative Brian Simpson of the Teamsters Local 238 has approved the MOU and in the essence of time it is being presented to the Council with only the Union Employee Representative signature on the document. Staff will follow-up after the document has been approved by the Council to obtain the signature of the local Union Representative.

RECOMMENDATION: Staff recommends approval of the Memorandum of Understanding between the City of Carroll and the Over-the-Road, City Transfer Drivers, Helpers, Dockmen, Warehousement, Inside Workers, State, County & Municipal Employees, Teamsters Local Union No. 238 - Carroll Police Department Unit concerning overtime, scheduling, and hiring bonuses.

RESOLUTION NO. _____

A RESOLUTION APPROVING THE MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF CARROLL AND THE OVER-THE-ROAD, CITY TRANSFER DRIVERS, HELPERS, DOCKMAN, WAREHOUSEMENT, INSIDE WORKERS, STATE, COUNTY & MUNICIPAL EMPLOYEES, TEAMSTERS LOCAL UNION NO. 238

WHEREAS, Chapter 17, of the Code of Ordinances of the City of Carroll, Iowa, provides that all contracts made by the City be approved by the City Council by resolution; and

WHEREAS, the City of Carroll and the Teamsters Local Union No. 238 – Carroll Police Department agree to the Memorandum of Understanding, attached hereto as Exhibit “A”; and

WHEREAS, it is determined that the approval of the attached Memorandum of Understanding is in the best interest of the City of Carroll, Iowa;

NOW, THEREFORE, BE IT RESOLVED that the Memorandum of Understanding attached as Exhibit “A”, be authorized and approved, and that the Mayor, City Manager, and Police Chief are authorized to execute the agreement on behalf of the City of Carroll.

PASSED AND APPROVED this 12th day of April, 2021.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

Eric P. Jensen, Mayor

Attest:

Laura A. Schaefer, City Clerk

MEMORANDUM OF UNDERSTANDING

Between

City of Carroll

and

Over-the-Road, City Transfer Drivers, Helpers, Dockmen, Warehousement, Inside Workers,
State, County & Municipal Employees, Teamsters Local Union No. 238

This Memorandum of Understanding (MOU) concerns overtime, scheduling, and hiring bonuses. This MOU is made and entered into this ____ day of _____, 2021; by and between City of Carroll (hereinafter "Employer") and the Over-the-Road, City Transfer Drivers, Helpers, Dockmen, Warehousement, Inside Workers, State, County & Municipal Employees, Teamsters Local Union No. 238 - Carroll Police Department Unit (hereinafter "Union").

The Employer and the Union agree to the following:

1. Section 19.1 of the collective bargaining agreement dated May 29, 2018 is deleted and replaced with the following:

19.1 The purpose of this Article is not to be construed as a guarantee of hours of work or pay per day or days of work or pay per week. Determination of daily and weekly hours of work shall be made solely by the Employer. For purposes of overtime and compensatory time, the Employer will establish an eighty (80) hour fourteen (14) day work period as allowed by the Fair Labor Standards Act. Overtime or compensatory time will be provided for the hours worked over the scheduled number of work hours in the first seven days or the second seven days of the work period.

2. Section 19.3 of the collective bargaining agreement dated May 29, 2018 is deleted.
3. Section 19.5 of the collective bargaining agreement dated May 29, 2018 is deleted and replaced with the following:

19.5 Pay periods shall be a minimum of twice a month.

4. The Employer, at their sole discretion, is permitted to provide a hiring bonus in an amount not to exceed \$5,000 for new employees that possess certification from the Iowa Law Enforcement Academy as a Law Enforcement Officer, or possess law enforcement certification in another state and successful completion of all application and examination requirements as outlined in Iowa Administrative Code 501-3.8(80B). The terms of said hiring bonus are at the Employer's sole discretion.

This Memorandum of Understanding is effective once signed by the two parties and shall continue unless amended by mutual agreement of both parties or the expiration of the July 1, 2018 to June 30, 2023 collective bargaining agreement dated May 29, 2018.

For the Employer:

CITY OF CARROLL, IOWA

Eric P. Jensen, Mayor


Michel Pogge-Weaver, City Manager

Brad Burke, Police Chief

For the Union:

**OVER-THE-ROAD, CITY TRANSFER
DRIVERS, HELPERS, DOCKMEN,
WAREHOUSEMENT, INSIDE
WORKERS, STATE, COUNTY &
MUNICIPAL EMPLOYEES,
TEAMSTERS LOCAL UNION NO. 238**

Union Representative



Jason Kirsch, Employee Representative

Employee Representative

City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Mike Pogge-Weaver, City Manager *MPW*

FROM: Randall M. Krauel, Public Works Director *RMK*

DATE: April 17, 2021

SUBJECT: Quiet Zone Study Update

On January 11, 2021, the Quiet Zone Study Update discussion was postponed until a later meeting. A Quiet Zone Study Update Agreement for Professional Services with Bolton & Menk, Inc. is attached.

The Agreement includes Study updates at the following street-railroad crossings:

Bella Vista Drive
N. Grant Road
N. Maple Street
N. Clark Street
N. Main Street
N. Carroll Street
Burgess Avenue

The Agreement terms are detailed in the attached. The Scope of Services is summarized as follows:

Task 1 – Crossing Review

- 1.1 Crossing Field Review
- 1.2 FRA Data Crossing Review
- 1.3 Traffic Data Review

Task 2 – Report Updates

- 2.1 Kickoff Meeting
- 2.2 Report Updates
- 2.3 Layout Updates
- 2.4 FRA & UPRR Coordination
- 2.5 Opinion of Probable Construction Cost Updates
- 2.6 Final Report

The changes to the January 11, 2021, proposed Agreement that are included in the attached, April 12, 2021, Agreement are as follows:

- Agreement date
- Exhibit 1, Item 2.4 FRA & UPRR Coordination. UPRR initial cost for a preliminary engineering agreement is increased from an estimated up-to-\$25,000 to an estimated up-to-\$40,000. The increase is a result of Bolton & Menk, Inc. recent experience working with another client on quiet zone establishment. If establishment of a quiet zone is pursued, construction plans would be prepared by the City and consultant for the selected safety measures. Those plans would be reviewed by the UPRR under the preliminary engineering agreement.
- Exhibit 1, Schedule – The following schedule has been added:

Review of Crossings, FRA & Traffic Data	May, 2021
Kickoff Meeting	May, 2021
Report Updates	May-June, 2021
Layout Updates	May-June, 2021
Opinion of Probable Cost Updates	May-June, 2021
Final Report – Submit to City	July 23, 2021
Final Report – City Review & Meetings	August-September 2021
Final Report	2 weeks from return

Estimated Fees for the Updates are hourly basis, not to exceed without prior consent, as follows:

1.0 Crossing Review	\$4,450.00
2.0 Report Updates	<u>\$15,700.00</u>
Hourly (Estimated Cost to Complete)	\$20,150.00

Discussion on January 11, 2021, included concern over the amount of the fees included in the Agreement. Bolton & Menk, Inc. has agreed to review the fees in conjunction with any desired change in the proposed Scope of Services. At this time, it appears that the proposed Scope of Services reasonably includes desired expectations of the Study Update.

Funding for the Study Update in the amount of \$20,150.00 is re-estimated from Local Option Sales Tax for the current Fiscal Year in the F.Y. 21-22 Budget.

RECOMMENDATION: Mayor and City Council consideration of passage and approval of the Resolution approving the Professional Services Agreement with Bolton & Menk, Inc. for the Quiet Zone Study Update at an estimated cost, based on hourly rates, not to exceed \$20,150.00 without prior consent.

RMK:ds

attachments (2)

RESOLUTION NO. _____

RESOLUTION APPROVING AN AGREEMENT WITH BOLTON & MENK, INC. FOR PROFESSIONAL SERVICES FOR THE QUIET ZONE STUDY UPDATE.

WHEREAS, Chapter 17 of the Code of Ordinances of the City of Carroll, Iowa, provides that contracts made by the City be approved by the City Council; and,

WHEREAS, a Professional Services Agreement for the Quiet Zone Study Update has been prepared with Bolton & Menk, Inc.; and,

WHEREAS, the City Council has determined that the Professional Services Agreement is in the best interests of the City and the residents thereof.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Carroll, Iowa, that the Professional Services Agreement with Bolton & Menk, Inc. for the Quiet Zone Study Update is approved and the Mayor is authorized and directed to sign the Agreement on behalf of the City.

Passed and approved on this 12th day of April, 2021.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Eric P. Jensen, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

AGREEMENT FOR PROFESSIONAL SERVICES

QUIET ZONE STUDY UPDATES PROJECT

CITY OF CARROLL, IA and BOLTON & MENK, INC.

This Agreement, made this 12th day of April 2021, by and between the City of Carroll, 627 N. Adams St., Carroll, IA 51401 (“CLIENT”), and BOLTON & MENK, INC., 300 W. McKinley St., Jefferson, IA 50129 (“CONSULTANT”).

WITNESS, whereas the CLIENT requires professional services in conjunction with Quiet Zone Study Updates project to update information and cost opinions for proposed quiet zone improvements within the City of Carroll for the future establishment of a Quiet Zone (“Project”) and whereas the CONSULTANT agrees to furnish the various professional services required by the CLIENT.

NOW, THEREFORE, in consideration of the mutual covenants and promises between the parties hereto, it is agreed:

SECTION I - CONSULTANT'S SERVICES

- A. The CONSULTANT agrees to perform the various Basic Services in connection with the proposed project as described in Exhibit I.
- B. Upon mutual agreement of the parties, Additional Services may be authorized as described in Paragraph IV.B.

SECTION II - THE CLIENT'S RESPONSIBILITIES

- A. The CLIENT shall promptly compensate the CONSULTANT in accordance with Section III of this Agreement.
- B. The CLIENT shall place any and all previously acquired information in its custody at the disposal of the CONSULTANT for its use. Such information shall include, but not limited to: boundary surveys, topographic surveys, preliminary sketch plan layouts, building plans, soil surveys, abstracts, deed descriptions, tile maps and layouts, aerial photos, utility agreements, environmental reviews, and zoning limitations. The CONSULTANT may rely upon the accuracy and sufficiency of all such information in performing services unless otherwise instructed, in writing, by CLIENT.
- C. The CLIENT will guarantee access to and make all provisions for entry upon public portions of the project and reasonable efforts to provide access to private portions and pertinent adjoining properties.
- D. The CLIENT will give prompt notice to the CONSULTANT whenever the CLIENT observes or otherwise becomes aware of any defect in the proposed project.

- E. The CLIENT shall designate a liaison person to act as the CLIENT'S representative with respect to services to be rendered under this Agreement. Said representative shall have the authority to transmit instructions, receive instructions, receive information, interpret and define the CLIENT'S policies with respect to the project and CONSULTANT'S services.
- F. The CONSULTANT'S services do not include legal, insurance counseling, accounting, independent cost estimating, financial advisory or "municipal advisor" (as described in Section 975 of the Dodd-Frank Wall Street Reform and Consumer Protection Act 2010 and the municipal advisor registration rules issued by the SEC) professional services and the CLIENT shall provide such services as may be required for completion of the Project described in this Agreement.
- G. The CLIENT will obtain any and all regulatory permits required for the proper and legal execution of the Project. CONSULTANT will assist CLIENT with permit preparation and documentation to the extent described in Exhibit I.
- H. The CLIENT may hire, at its discretion, when requested by the CONSULTANT, an independent test company to perform laboratory and material testing services, and soil investigation that can be justified for the proper design and construction of the Project. The CONSULTANT shall assist the CLIENT in selecting a testing company. Payment for testing services shall be made directly to the testing company by the CLIENT and is not part of this Agreement. If CLIENT elects not to hire an independent test company, CLIENT shall provide CONSULTANT with guidance and direction on completing those aspects of design and construction that require additional testing data.

(Remainder of this page intentionally left blank)

SECTION III - COMPENSATION FOR SERVICES

A. FEES.

1. The CLIENT will compensate the CONSULTANT in accordance with the following Schedule of Fees for the time spent in performance of Agreement services. Total cost of services shall not exceed \$ 20,150.00 without the prior consent of CLIENT.

Schedule of Fees

Employee Classification	Hourly Billing Rates
Senior Principal	\$230-290/Hour
Principal Engineer/Surveyor/Planner/GIS/Landscape Architect	\$150-225
Senior Engineer/Surveyor/Planner/GIS/Landscape Architect	\$130-220
Project Manager (Inc. Survey, GIS, Landscape Architect)	\$130-215
Project Engineer/Surveyor/Planner/Landscape Architect	\$70-185
Design Engineer/Landscape Designer/Graduate Engineer/Surveyor	\$90-190
Specialist (Nat. Resources, GIS, Traffic, Graphics, Other)	\$70-175
Senior Technician (Inc. Construction, GIS, Survey)	\$90-180
Technician (Inc. Construction, GIS, Survey)	\$65-160
Administrative/Corporate Specialists	\$60-140
Structural/Electrical/Mechanical/Architect	\$120-175
GPS/Robotic Survey Equipment	NO CHARGE
CAD/Computer Usage	NO CHARGE
Routine Office Supplies	NO CHARGE
Routine Photo Copying/Reproduction	NO CHARGE
Field Supplies/Survey Stakes & Equipment	NO CHARGE
Mileage	NO CHARGE

⁴ No separate charges will be made for GPS or robotic total stations on Bolton & Menk, Inc. survey assignments; the cost of this equipment is included in the rates for Survey Technicians.

2. The preceding Schedule of Fees shall apply for services provided through December 31, 2021. Hourly rates may be adjusted by CONSULTANT, in consultation with CLIENT, on an annual basis thereafter to reflect reasonable changes in its operating costs. Adjusted rates will become effective on January 1st of each subsequent year, upon written acceptance by CLIENT.

3. Rates and charges do not include sales tax. If such taxes are imposed and become applicable after the date of this Agreement CLIENT agrees to pay any applicable sales taxes.
4. The rates in the Schedule of Fees include labor, general business and other normal and customary expenses associated with operating a professional business. Unless otherwise agreed in writing, the above rates include vehicle and personal expenses, mileage, telephone, survey stakes and routine expendable supplies; and no separate charges will be made for these activities and materials.
5. Additional services as outlined in Section I.B will vary depending upon project conditions and will be billed on an hourly basis at the rate described in Section III.A.1.
6. Expenses required to complete the agreed scope of services or identified in this paragraph will be invoiced separately, and include but are not limited to large quantities of prints; extra report copies; out-sourced graphics and photographic reproductions; document recording fees; special field and traffic control equipment rental; outside professional and technical assistance; geotechnical services; and other items of this general nature required by the CONSULTANT to fulfill the terms of this Agreement. CONSULTANT shall be reimbursed at cost plus an overhead fee (not-to-exceed 10%) for these Direct Expenses incurred in the performance of the work, subject to the Total cost not to exceed fee or approved Additional services.

B. PAYMENTS AND RECORDS

1. The payment to the CONSULTANT will be made by the CLIENT upon billing at intervals not more often than monthly at the herein rates and terms.
2. If CLIENT fails to make any payment due CONSULTANT for undisputed services and expenses within 45 days after date of the CONSULTANT'S invoice, a service charge of one and one-half percent (1.5%) per month or the maximum rate permitted by law, whichever is less, will be charged on any unpaid balance.
3. In addition to the service charges described in preceding paragraph, if the CLIENT fails to make payment for undisputed services and expenses within 60 days after the date of the invoice, the CONSULTANT may, upon giving seven days' written notice to CLIENT, suspend services and withhold project deliverables due under this Agreement until CONSULTANT has been paid in full for all past due amounts for undisputed services, expenses and charges, without waiving any claim or right against the CLIENT and without incurring liability whatsoever to the CLIENT.
4. Documents Retention. The CONSULTANT will maintain records that reflect all revenues, costs incurred and services provided in the performance of the Agreement. The CONSULTANT will also agree that the CLIENT, State, or their duly authorized representatives may, at any time during normal business hours and as often as reasonably necessary, have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., and accounting procedures and practices of the CONSULTANT which are relevant to the contract for a period of six years.

(Remainder of this page intentionally left blank)

SECTION IV - GENERAL

A. STANDARD OF CARE

Professional services provided under this Agreement will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the CONSULTANT'S profession currently practicing under similar conditions. No warranty, express or implied, is made.

B. CHANGE IN PROJECT SCOPE

In the event the CLIENT changes or is required to change the scope or duration of the project from that described in Exhibit I, and such changes require Additional Services by the CONSULTANT, the CONSULTANT shall be entitled to additional compensation at the applicable hourly rates. To the fullest extent practical, the CONSULTANT shall give notice to the CLIENT of any Additional Services, prior to furnishing such Additional Services. The CONSULTANT shall furnish an estimate of additional cost, prior to authorization of the changed scope of work and Agreement will be revised in writing.

C. LIMITATION OF LIABILITY

1. General Liability of CONSULTANT. For liability other than professional acts, errors, or omissions, and to the fullest extent permitted by law, CONSULTANT shall indemnify, defend and hold harmless CLIENT from losses, damages, and judgments (including reasonable attorneys' fees and expenses of litigation) arising from claims or actions relating to the Project, provided that any such claim, action, loss, damages, or judgment is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property, but only to the extent caused by the acts and omissions in the non-professional services of CONSULTANT or CONSULTANT'S employees, agents, or subconsultants.
2. Professional Liability of CONSULTANT. With respect to professional acts, errors and omissions and to the fullest extent permitted by law, CONSULTANT shall indemnify and hold harmless CLIENT from losses, damages, and judgments (including reasonable attorneys' fees and expenses of litigation) arising from third-party claims or actions relating to the Project, provided that any such claim, action, loss, damages, or judgment is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property, but only to the extent caused by a negligent act, error or omission of CONSULTANT or CONSULTANT'S employees, agents, or subconsultants. This indemnification shall include reimbursement of CLIENT'S reasonable attorneys' fees and expenses of litigation, but only to the extent that defense is insurable under CONSULTANT's liability insurance policies.
3. General Liability of Client. To the fullest extent permitted by law, CLIENT shall indemnify, defend and hold harmless CONSULTANT from losses, damages, and judgments (including reasonable attorneys' fees and expenses of litigation) arising from third-party claims or actions relating to the Project, provided that any such claim, action, loss, damages, or judgment is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property, but only to the extent caused by the acts or omission of CLIENT or CLIENT'S employees, agents, or other consultants.

4. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the CLIENT or the CONSULTANT. The CONSULTANT'S services under this Agreement are being performed solely for the CLIENT'S benefit, and no other entity shall have any claim against the CONSULTANT because of this Agreement or the performance or nonperformance of services provided hereunder.

D. INSURANCE

1. The CONSULTANT agrees to maintain, at CONSULTANT'S expense a commercial general liability (CGL) and excess or umbrella general liability insurance policy or policies insuring CONSULTANT against claims for bodily injury, death or property damage arising out of CONSULTANT'S general business activities. The general liability coverage shall provide limits of not less than \$2,000,000 per occurrence and not less than \$2,000,000 general aggregate. Coverage shall include Premises and Operations Bodily Injury and Property Damage; Personal and Advertising Injury; Blanket Contractual Liability; Products and Completed Operations Liability.
2. The CONSULTANT also agrees to maintain, at CONSULTANT'S expense, a single limit or combined limit automobile liability insurance and excess or umbrella liability policy or policies insuring owned, non-owned and hired vehicles used by CONSULTANT under this Agreement. The automobile liability coverages shall provide limits of not less than \$1,000,000 per accident for property damage, \$2,000,000 for bodily injuries, death and damages to any one person and \$2,000,000 for total bodily injury, death and damage claims arising from one accident.
3. CLIENT shall be named Additional Insured for the above CGL and Auto liability policies.
4. The CONSULTANT agrees to maintain, at the CONSULTANT'S expense, statutory worker's compensation coverage together with Coverage B, Employer's Liability limits of not less than \$500,000 for Bodily Injury by Disease per employee, \$500,000.00 for Bodily Injury by Disease aggregate and \$500,000 for Bodily Injury by Accident.
5. The CONSULTANT also agrees to maintain, at CONSULTANT'S expense, Professional Liability Insurance coverage insuring CONSULTANT against damages for legal liability arising from a negligent act, error or omission in the performance of professional services required by this Agreement during the period of CONSULTANT'S services and for three years following date of final completion of its services. The professional liability insurance coverage shall provide limits of not less than \$2,000,000 per claim and an annual aggregate of not less than \$2,000,000 on a claims-made basis.
6. CLIENT shall maintain statutory Workers Compensation insurance coverage on all of CLIENT'S employees and other liability insurance coverage for injury and property damage to third parties due to the CLIENT'S negligence.
7. Prior to commencement of this Agreement, CONSULTANT will provide the CLIENT with certificates of insurance, showing evidence of required coverages. All policies of insurance shall contain a provision or endorsement that the coverage afforded will not be canceled or reduced in limits by endorsement for any reason except non-payment of premium, until at least 30 days prior written notice has been given to the Certificate Holder, and at least 10 days prior written notice in the case of non-payment of premium.

E. OPINIONS OR ESTIMATES OF CONSTRUCTION COST

Where provided by the CONSULTANT as part of Exhibit I or otherwise, opinions or estimates of construction cost will generally be based upon public construction cost information. Since the CONSULTANT has no control over the cost of labor, materials, competitive bidding process, weather conditions and other factors affecting the cost of construction, all cost estimates are opinions for general information of the CLIENT and the CONSULTANT does not warrant or guarantee the accuracy of construction cost opinions or estimates. The CLIENT acknowledges that costs for project financing should be based upon contracted construction costs with appropriate contingencies.

F. CONSTRUCTION SERVICES

It is agreed that the CONSULTANT and its representatives shall not at any time supervise, direct, control, or have authority over any contractor's work, nor shall CONSULTANT have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, or the safety precautions and programs incident thereto, for security or safety at any Project site, nor for any failure of a Contractor to comply with Laws and Regulations applicable to that Contractor's furnishing and performing of its work. CONSULTANT shall not be responsible for the acts or omissions of any Contractor. CLIENT acknowledges that on-site contractor(s) are solely responsible for construction site safety programs and their enforcement.

G. USE OF ELECTRONIC/DIGITAL DATA

1. Because of the potential instability of electronic/digital data and susceptibility to unauthorized changes, copies of documents that may be relied upon by CLIENT are limited to the printed copies (also known as hard copies) that are signed or sealed by CONSULTANT. Except for electronic/digital data which is specifically identified as a project deliverable for this Agreement or except as otherwise explicitly provided in this Agreement, all electronic/digital data developed by the CONSULTANT as part of the Project is acknowledged to be an internal working document for the CONSULTANT'S purposes solely and any such information provided to the CLIENT shall be on an "AS IS" basis strictly for the convenience of the CLIENT without any warranties of any kind. As such, the CLIENT is advised and acknowledges that use of such information may require substantial modification and independent verification by the CLIENT (or its designees).
2. Provision of electronic/digital data, whether required by this Agreement or provided as a convenience to the Client, does not include any license of software or other systems necessary to read, use or reproduce the information. It is the responsibility of the CLIENT to verify compatibility with its system and long-term stability of media. CLIENT shall indemnify and hold harmless CONSULTANT and its Subconsultants from all claims, damages, losses, and expenses, including attorneys' fees arising out of or resulting from third party use or any adaptation or distribution of electronic/digital data provided under this Agreement, unless such third-party use and adaptation or distribution is explicitly authorized by this Agreement.

H. REUSE OF DOCUMENTS

1. Drawings and Specifications and all other documents (including electronic and digital versions of any documents) prepared or furnished by CONSULTANT pursuant to this Agreement are instruments of service in respect to the Project and CONSULTANT shall retain an ownership interest therein. Upon payment of all fees owed to the CONSULTANT, the CLIENT shall acquire a limited license in all identified deliverables (including Reports, Plans and Specifications) for any reasonable use relative to the Project and the general operations of the CLIENT. Such limited license to Owner shall not create any rights in third parties.
2. CLIENT may make and disseminate copies for information and reference in connection with the use and maintenance of the Project by the CLIENT. However, such documents are not intended or represented to be suitable for reuse by CLIENT or others on extensions of the Project or on any other project. Any reuse by CLIENT or, any other entity acting under the request or direction of the CLIENT, without written verification or adaptation by CONSULTANT for such reuse will be at CLIENT'S sole risk and without liability or legal exposure to CONSULTANT and CLIENT shall indemnify and hold harmless CONSULTANT from all claims, damages, losses and expenses including attorney's fees arising out of or resulting from such reuse.

I. CONFIDENTIALITY

CONSULTANT agrees to keep confidential and not to disclose to any person or entity, other than CONSULTANT'S employees and subconsultants any information obtained from CLIENT not previously in the public domain or not otherwise previously known to or generated by CONSULTANT. These provisions shall not apply to information in whatever form that comes into the public domain through no fault of CONSULTANT; or is furnished to CONSULTANT by a third party who is under no obligation to keep such information confidential; or is information for which the CONSULTANT is required to provide by law or authority with proper jurisdiction; or is information upon which the CONSULTANT must rely for defense of any claim or legal action.

J. PERIOD OF AGREEMENT

This Agreement will remain in effect for the longer of a period of two (2) years or until such other expressly identified completion date, after which time the Agreement may be extended upon mutual agreement of both parties.

K. TERMINATION

This Agreement may be terminated:

1. For cause, by either party upon 7 days written notice in the event of substantial failure by other party to perform in accordance with the terms of this Agreement through no fault of the terminating party. For termination by CONSULTANT, cause includes, but is not limited to, failure by CLIENT to pay undisputed amounts owed to CONSULTANT within 120 days of invoice and delay or suspension of CONSULTANT'S services for more than 120 days for reasons beyond CONSULTANT'S cause or control; or,
2. For convenience by CLIENT upon 7 days written notice to CONSULTANT.

3. Notwithstanding, the foregoing, this Agreement will not terminate under paragraph IV.K if the party receiving such notice immediately commences correction of any substantial failure and cures the same within 10 days of receipt of the notice.
4. In the event of termination by CLIENT for convenience or by CONSULTANT for cause, the CLIENT shall be obligated to the CONSULTANT for payment of amounts due and owing including payment for services performed or furnished to the date and time of termination, computed in accordance with Section III of this Agreement. CONSULTANT shall deliver and CLIENT shall have, at its sole risk, right of use of any completed or partially completed deliverables, subject to provisions of Paragraph IV. H.
5. In event of termination by CLIENT for cause and in addition to any other remedies available to CLIENT, CONSULTANT shall deliver to CLIENT and CLIENT shall have right of use of any completed or partially completed deliverables, in accordance with the provisions of Paragraph IV.H. CLIENT shall compensate CONSULTANT for all undisputed amounts owed CONSULTANT as of date of termination.

L. INDEPENDENT CONTRACTOR

Nothing in this Agreement is intended or should be construed in any manner as creating or establishing the relationship of co-partners between the parties hereto or as constituting the CONSULTANT or any of its employees as the agent, representative, or employee of the CLIENT for any purpose or in any manner whatsoever. The CONSULTANT is to be and shall remain an independent contractor with respect to all services performed under this Agreement.

M. CONTINGENT FEE

The CONSULTANT warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the CONSULTANT to solicit or secure this Agreement, and that it has not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gift or any other consideration, contingent upon or resulting from award or making of this Agreement.

N. NON-DISCRIMINATION

The provisions of any applicable law or ordinance relating to civil rights and discrimination shall be considered part of this Agreement as if fully set forth herein. **The CONSULTANT is an Equal Opportunity Employer** and it is the policy of the CONSULTANT that all employees, persons seeking employment, subcontractors, subconsultants and vendors are treated without regard to their race, religion, sex, color, national origin, disability, age, sexual orientation, marital status, public assistance status or any other characteristic protected by federal, state or local law.

O. ASSIGNMENT

Neither party shall assign or transfer any interest in this Agreement without the prior written consent of the other party.

P. SURVIVAL

All obligations, representations and provisions made in or given in Section IV and Documents Retention clause of this Agreement will survive the completion of all services of the CONSULTANT under this Agreement or the termination of this Agreement for any reason.

Q. SEVERABILITY

Any provision or part of the Agreement held to be void or unenforceable under any law or regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon CLIENT and CONSULTANT, who agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

R. CONTROLLING LAW

This Agreement is to be governed by the law of the State of Iowa and venued in courts of Iowa; or at the choice of either party, and if federal jurisdictional requirements can be met, in federal court in the district in which the project is located.

S. DISPUTE RESOLUTION

CLIENT and CONSULTANT agree to negotiate all disputes between them in good faith for a period of 30 days from the date of notice of dispute prior to proceeding to formal dispute resolution or exercising their rights under law. Any claims or disputes unresolved after good faith negotiations shall then be submitted to mediation using a neutral from the American Arbitration Association Construction Industry roster. If mediation is unsuccessful in resolving the dispute, then either party may seek to have the dispute resolved by bringing an action in a court of competent jurisdiction.

(Remainder of this page intentionally left blank)

SECTION V - SIGNATURES

THIS INSTRUMENT embodies the whole agreement of the parties, there being no promises, terms, conditions or obligation referring to the subject matter other than contained herein. This Agreement may only be amended, supplemented, modified or canceled by a duly executed written instrument signed by both parties.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in their behalf.

CLIENT: City of Carroll

CONSULTANT: Bolton & Menk, Inc.

Signature

Matthew W. Ferrier
Signature

Print Name and Title

Matthew W. Ferrier, Principal In Charge
Print Name and Title

Date

April 12, 2021
Date



Real People. Real Solutions.

300 W McKinley Street
PO Box 68
Jefferson, IA 50129

Ph: (515) 386-4101
Bolton-Menk.com

EXHIBIT 1 – Revised

CONSULTANT SERVICES

QUIET ZONE STUDY UPDATES REPORT CARROLL, IOWA

SCOPE OF SERVICES

The Consultant agrees to provide professional services required for the Quiet Zone Study Updates Project including the following street and railroad crossings:

- Bella Vista Road
- N. Grant Road
- N. Maple Street
- N. Clark Street
- N. Main Street
- N. Carroll Street
- Burgess Avenue

BASIC SERVICES

For purposes of this Project, Basic Services to be provided by the CONSULTANT are as follows:

Task 1 – Crossing Review

1.1 Crossing Field Review

Bolton & Menk will review each of the seven crossings within the proposed quiet zone. This review will compare the current conditions of the crossings to the condition at the time of the initial report. We will look for changes to the crossing materials and length, road conditions, sidewalk and ADA compliance issues, and adjacent land uses that may impact the proposed design layouts.

Normally the investigation is completed by using the City or County base map aerial photography with property line overlays along with a site visit. These maps are used to investigate alternatives, verify land use, identify driveway locations, verify adjacent parking use and determine clear zone requirements. The client will be required to provide updated aerials and property lines for our use.

The review of these crossings is best completed when conditions are clear and unobstructed, so it is the intent of this scope that the reviews be completed at a time when snow and ice and other adverse conditions are not present. However, review of the sites can be completed at the direction and schedule of the City although completion of this task during adverse conditions may adversely affect our ability to obtain all possible information.

1.2 FRA Data Crossing Review

We will review the Federal Rail Administration (FRA) crossing inventory and accident history for the rail corridor.

1.3 Traffic Data Review

Traffic volumes will be obtained from the IADOT and from the City of Carroll for the crossings within the corridor.

Task 2 – Report Updates

2.1 Kickoff Meeting

Bolton & Menk will facilitate a meeting with our project manager, design engineer and City staff to introduce parties, review the scope of work, verify schedule and obtain data from the City. We will discuss adjacent land uses and impacts the potential project could have on businesses and the travelling public. There will also be discussion on the original report safety alternatives and if they are still pertinent to the crossing or if other alternatives should be investigated.

2.2 Report Updates

Based on the data gathered in the field in Task 1 and the kickoff meeting with the City, Bolton & Menk will make updates to the report to reflect changes observed in the field, pavement conditions, land use changes and other factors. During this subtask we will also review the Federal Rail Administrations Quiet Zone Calculator with the updated safety information and use this to determine thresholds and revise the crossing improvement matrix.

It has been indicated by City staff that additional options for safety measures at certain crossings will be necessary. Bolton & Menk will provide a summary of the additional options in the report and include these in the overall crossing matrix and quiet zone scoring alternatives.

2.3 Layout Updates

Based on the data gathered in the field in Task 1 and the data received from the City, Bolton & Menk will make updates to the layout of each crossing that will include the current crossing elements. Any safety measure options added to a particular crossing will have a layout drawing completed.

2.4 FRA & UPRR Coordination

Bolton & Menk will contact representatives from the Federal Rail Administration and Union Pacific Railroad to review requirements, procedures and other information pertaining to the establishment of a quiet zone. Recent changes in how UPRR handles quiet zones could impact the process and have budgetary influences as well and are not included in this agreement.

UPRR no longer completes the elements of quiet zone establishment with its own staff. They now require a preliminary engineering agreement with them for the services of a sub-consultant to perform the elements of establishing a quiet zone. These costs can vary but the initial agreement is for up to \$40,000. This agreement does not include any engineering costs for the UPRR, if a safety measure chosen for a crossing require work to railroad equipment and facilities, that will require another agreement and additional fees with the UPRR.

2.5 Opinion of Probable Construction Cost Updates

Elements from the subtasks described above will be taken into account along with current bidding prices to revise the costs for constructing the proposed safety improvements. This will include cost determinations for any safety measure options added to a crossing.

2.6 Final Report

Bolton & Menk will prepare all elements of the report, preliminary layouts and opinion of costs and submit to the City Manager and Public Works Director for their review and comment. The City will facilitate meetings with adjacent property owners for their comments and Bolton & Menk will incorporate any revisions from those meetings into the final report. After all revisions have been made, the report will be submitted to the City for their use.

SCHEDULE

Bolton & Menk has the staff necessary to meet any reasonable schedule proposed by the City. Upon approval, Bolton & Menk will work with city staff and other project partners to develop a schedule and make updates as needed to ensure successful project delivery. The following preliminary schedule is provided for reference.

Task	Date
1.0 Review of Crossings, FRA & Traffic Data	May 2021
2.1 Kickoff Meeting	May 2021
2.2 Report Updates	May – June 2021
2.3 Layout Updates	May – June 2021
2.5 Opinion of Probable Cost Updates	May – June 2021
2.6 Final Report – Submit to City	July 23, 2021
2.6 Final Report – City Review & Meetings	August – September 2021 (estimated)
4.3 Final Report	2 Weeks from return

HOURS AND FEES

The estimated and associated fees for the updates to the Quiet Zone Report are provided below. Please see the schedule of fees included in the Agreement for hourly rates beyond the proposal below.

Work Task Description	Total Anticipated Fee
1.0 Crossing Review	\$ 4,250
2.0 Report Updates	\$15,900
HOURLY (ESTIMATED COST TO COMPLETE)	\$20,150

Bolton & Menk does not have any hidden costs for services. You will not be charged separately for indirect costs including mileage, survey supplies, computer time, copies, etc.

ADDITIONAL SERVICES NOT INCLUDED

Consultant services performed other than those authorized above shall be considered Additional Services. Additional Services not included in this proposal but may be applicable to this project include:

As the project was presented to us for this proposal, it was an update to the existing report to make it current with processes and costs. We did not include a public involvement plan as part of this proposal and agreement. However, at the Client's request, Bolton & Menk can provide fees associated with a public involvement plan including meetings with adjacent landowners to discuss the proposed improvements and potential impacts and a general public information meeting.

City of Carroll

627 N. Adams Street

Carroll, Iowa 51401

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Mike Pogge-Weaver, City Manager *MOP-W*
FROM: Jack Wardell, Director of Parks and Recreation *JW*
DATE: April 6, 2021
SUBJECT: Vine Street Parking Change Request
"No Stadium Parking" parking spaces

Since the closure of the east side entrance at the Carroll Recreation Center a few individuals have asked to use the east side entrance because of the flat sidewalk to the building. We have allowed individuals who meet the persons with disabilities qualifications to use the east side entrance. While the reconstructed west side entrance sidewalk meets the handicapped sidewalk requirements, some individuals worry about that sidewalk during the winter months.

Persons with disabilities who use the east side entrance will receive a key fob to enter the facility. It is staff's belief that two more parking stalls along Vine Street, south of the sidewalk, will need to be converted to Persons with Disabilities parking only to accommodate these users.

An aerial of the parking stalls is attached to this memorandum for council to review the proposed location of the two converted stalls.

If approved, the change to the City of Carroll, Department of Public Works Policies and Procedures, will read:

11. Vine Street

- b. 700 Block North, west side, immediately south of entrance walkway to east entrance door to the Recreation Center.
Two (2) parking spaces.

During events at the Carroll Athletic Stadium, the Carroll Recreation Center parking is used by spectators of the events, which then reduces the parking spots available for Recreation Center users. Staff would like to restrict the first-row parking spaces (closest to the building) in the west parking lot to "No Stadium Parking". If approved city staff will have signs installed that read "No Stadium Parking" in the designated parking spaces.

RECOMMENDATION: For the Mayor and City Council motion and approval of the conversion of two (2) parking spaces along Vine Street, in the 700 Block North, west side, immediately south of entrance walkway to east entrance door to the Recreation Center.

For the Mayor and City Council motion and approval to restrict the first-row parking spaces (closest to the building) in the west parking lot to “No Stadium Parking”.

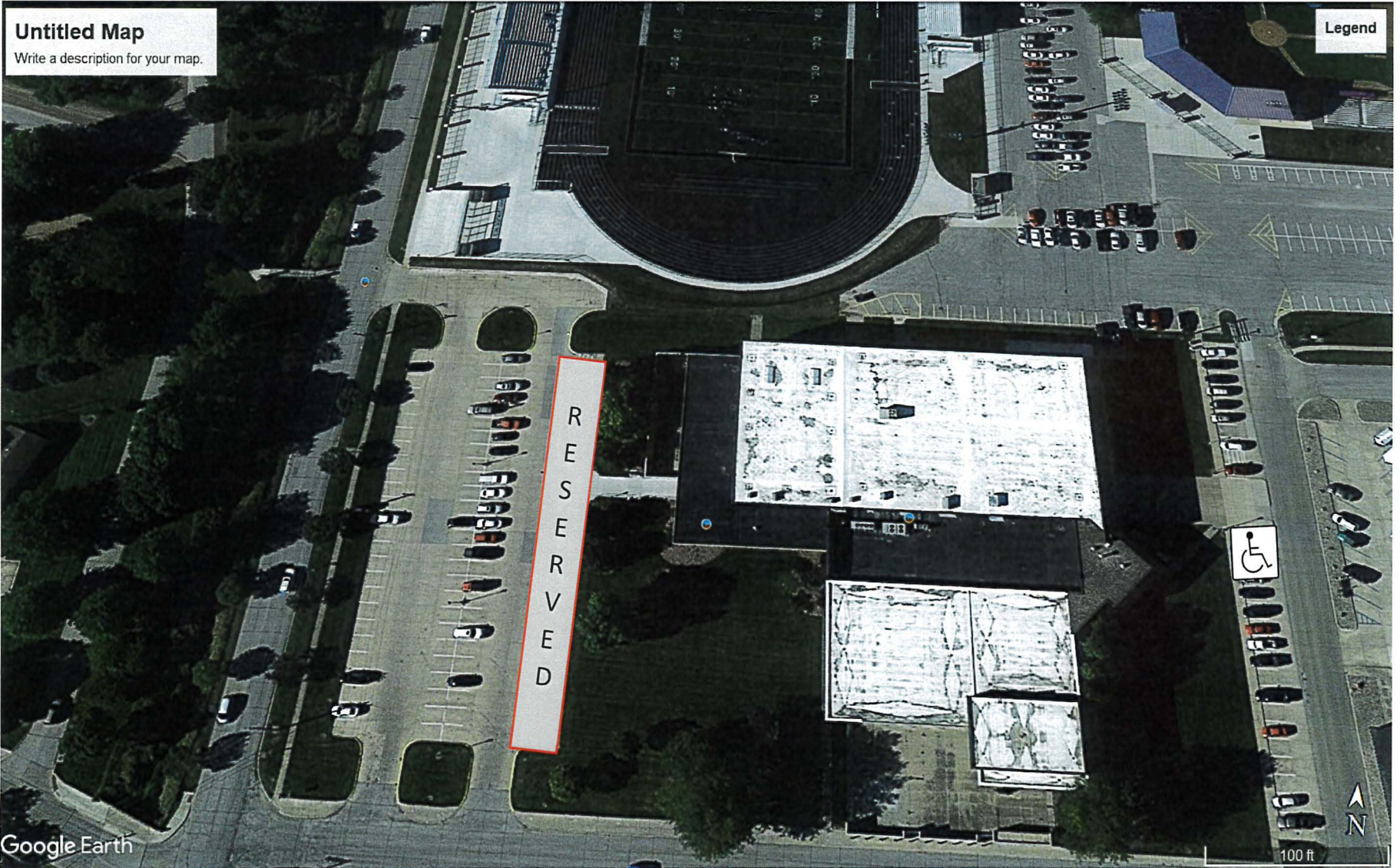


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Legend

Untitled Map

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City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Honorable Mayor and Members of the City Council

FROM: Mike Pogge-Weaver, City Manager *MSPW*

DATE: April 7, 2021

SUBJECT: Committee Reports

1. Library Board (meets 3rd or 4th Monday of month) – **March 15, 2021**
2. Board of Adjustment (meets 1st Monday of month) –
3. Planning and Zoning Commission (meets 2nd Wednesday of month) –
4. Carroll Airport Commission (meets 2nd Monday of month) – **March 30, 2021**
5. Parks, Recreation & Cultural Advisory Board (meets 1st Monday of January, March, May, July, September and November) –
6. Carroll County Solid Waste Management Commission (meets 2nd Tuesday of month) –
7. Carroll Historic Preservation Commission (no regular meeting dates) –
8. Safety Committee (no regular meeting dates) –
9. Civil Service Commission (as needed) – **March 31, 2021**

Library Board Minutes

March 15, 2021

The Carroll Board of Trustees met in the Community Meeting Room at the Carroll Public Library. Trustees present: Marcie Hircock, Brenda Hogue, Thomas Parrish, Summer Parrott, Julie Perkins, Dale Schmidt, Kyle Ulveling, and Director Rachel Van Erdewyk. Trustees absent: Lisa Auen and Ralph von Qualen.

Parrott called the meeting to order at 5:17. It was moved by Schmidt and seconded by Perkins to approve the agenda. All voted aye. Absent: Auen and von Qualen. It was moved by Ulveling and seconded by Schmidt to approve the minutes of the February meeting. All voted aye. Absent: Auen and von Qualen. It was moved by Parrish and seconded by Schmidt to approve the bills. All voted aye. Absent: Auen and von Qualen.

Director's report: Children's programming continues with children programming online and Grab & Go crafts. Book drop-offs for Daycares and Seniors continues. Adult programming continues with Crafty Library Ladies and Book Clubs. Recorded Books has been acquired by OverDrive, the platform used for Bridges E-Books and E-Audio. The numbers will be accounted for in the Bridges circulation. Total program attendance was 2,999. Monthly door count was 2,373. Total resources utilized was 25,975.

Board Education: Information on upcoming schedule for library reaccreditation.

Old Business: Discussion was held on the revised Meeting Room Use Policy. It was moved by Parrish and seconded by Hogue to approve the revised Meeting Room Use Policy with discussed changes. All voted aye. Absent: Auen and von Qualen.

New Business: Election of Library Board of Trustees Secretary. It was moved by Perkins and seconded by Schmidt to nominate and elect Hogue as Secretary. All voted aye. Absent: Auen and von Qualen.

It was moved by Hogue and seconded by Perkins to adjourn. All voted aye. Absent: Auen and von Qualen. Meeting adjourned at 6:02. Next regular meeting will be April 19, 2021.

Summer Parrott—President

Judy Behm—Recording Secretary

Minutes of Special Airport Commission Meeting 3-30-2021

A special meeting of the Carroll Airport Commission was held at the Siemann Law Firm, Carroll, Iowa at 11:30 am on Tuesday, March 30, 2021 pursuant to public notice publicly posted in the Carroll City Hall since Monday, March 29, 2021 at 11:15 AM.

All Commission members were present in person, namely Chairman Norm Hutcheson, Gene Vincent, Greg Siemann, Kevin Wittrock and Dick Fulton. At 11:30 am the meeting was called to order by Commission Chairman Hutcheson.

The purpose of the meeting was to discuss the proposed contract with Schroeder Construction for repairs to the roof of the Shop Hangar Building. The Board voted unanimously to approve the contract. Norm was authorized to sign and signed the contract

A motion was made that the meeting be adjourned by Commissioner Siemann and seconded by Commissioner Vincent. All member voted to approve and the meeting was adjourned at 11:45 pm

Respectfully Submitted


Kevin Wittrock, Board Secretary

CIVIL SERVICE COMMISSION
MINUTES OF MARCH 31, 2021

The City of Carroll Civil Service Commission met on Wednesday, March 31, 2021 at 11:00 A.M. in Carroll Police Department Training Room and via GoToMeeting web conference. Commission Members present: Phil Markway, Chairperson, Todd Bierl, and Sheri Mertz. Absent: None. Also present: Police Chief Brad Burke and City Clerk Laura Schaefer.

It was moved by Mertz, seconded by Bierl, to approve the minutes of the June 22, 2020 meeting, as written. All present voted aye. Absent: None. Motion carried.

It was moved by Mertz, seconded by Bierl, to elect Phil Markway as Chairperson. All present voted aye. Absent: None. Motion carried.

It was moved by Mertz, seconded by Markway, to remove Nicholas Johnson, per Mr. Johnson's request, from the Civil Service List per Chapter V, Section 2, of the City of Carroll Service Commission Rules and Regulations. All present voted aye. Absent: None. Motion carried.

It was moved by Mertz, seconded by Bierl, to adjourn at 11:13 A.M. All present voted aye. Absent: None. Motion carried.

ATTEST:

Phil Markway, Chairperson

Laura A. Schaefer, Secretary

City of Carroll

627 N. Adams Street

Carroll, Iowa 51401

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Honorable Mayor and City Council Members

FROM: Mike Pogge-Weaver, City Manager *MSPW*

DATE: April 8, 2021

SUBJECT: Housing Workshop

A Housing Workshop was held by the Council on March 8, 2021. Video of that workshop is available on-line at this site: <https://www.youtube.com/watch?v=y1-QN5Bc8kY&t=3440s> The purpose of the workshop was to provide a summary of the current housing status in the City of Carroll and start a discussion on various incentives the City could consider offering to boost housing starts in the City.

A quick recap of the incentives includes:

- Tax Abatement
- Tax Increment Financing
 - Rebates to Developer for the installation of infrastructure
- Direct Incentive through City Funding
- City Developed Lots

A second housing workshop is planned to be held on April 12th to continue the discussion and to see if the Council would like to explore providing additional incentives in the City.

Since the March 8th meeting, the City has been approached by a local property owner about the possibility of donating 5 acres of land to the City that could be developed into 15 single-family lots. The donor's proposal would be for the City to develop the property by installing the road and utilities and make the lots available to builders, especially younger/new builders, at a low or no cost in order to attract them to the Carroll market. Staff will review the overall development costs and proforma on this possible project to see if this is a project the Council desires to undertake.

RECOMMENDATION: Review and discuss the status of housing in the City of Carroll and provide direction to staff on how to proceed.