

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: June 14, 2021

TIME OF MEETING: 5:15 P.M.

LOCATION OF MEETING: City Hall Council Chambers

www.cityofcarroll.com

NOTICE

In support of Iowa Governor Kim Reynolds' proclamation dated April 30, 2021 declaring a State of Public Health Disaster Emergency in Iowa, the City will limit the public audience in the Council Chambers for the June 14, 2021 meeting to eight (8) individuals (excluding the Mayor, Councilmembers, and City Staff) to follow the social distancing practices recommended in her proclamation. The meeting will also be made available telephonically for those individuals in excess to this limit and for those individuals who wish to attend remotely. 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.

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> and on CAAT 6. 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 May 24 and May 24 Open House Meetings
 - B. Approval of Bills and Claims
 - C. Licenses and Permits:
 1. Renewal of Class “C” Liquor License with Sunday Sales - *Brothers on Main*
 2. Renewal of Class “C” Liquor License with Catering Privilege and Sunday Sales – *Baratta’s Steakhouse*
 - D. Appointment of 2021 Fire Department Officers
 - E. Software as a Service & Professional Services Agreement One Year Extension
 - F. Graham Park Pickleball Court Complex - 2021
 - G. Lease Agreement - Merchants Park Iowa High School Athletic Association – State Baseball Tournament - 2021
- IV. Oral Requests and Communications from the Audience
- V. Ordinances

None
- VI. Resolutions
 - A. Annual Property & Liability Insurance Renewal
 - B. Street Restoration – 2021
 1. Public Hearing on Plans, Specifications, Form of Contract and Estimated Cost
 2. Resolution Adopting Plans, Specifications, Form of Contract and Estimated Cost
 - C. Plans, Specifications, Form of Contract and Estimate of Cost - Northeast Park Parking Lot Improvements - 2021
 1. Public Hearing on Plans, Specifications, Form of Contract and Estimate of Cost
 2. Resolution Adopting Plans, Specifications, Form of Contract and Estimate of Cost

VII. Reports

- A. Carroll County Solid Waste Management Commission
 - 1. Wastewater Treatment Agreement
 - 2. Waiver Request
- B. Sanitary Sewer Rate Study
- C. Discussion on Expanding and Revising the Carroll Urban Revitalization Plan
- D. Carroll Recreation Center Building Improvements Project - 2021

VIII. Committee Reports

- IX. Comments from the Mayor
- X. Comments from the City Council
- XI. Comments from the City Manager
- XII. Adjourn

June/July Meetings:

Airport Commission – June 14, 2021 – Airport Terminal Building - 21177 Quail Avenue
Library Board of Trustees – June 21, 2021 – Carroll Public Library – 118 E 5th Street
City Council – June 28, 2021 – City Hall – 627 N Adams Street
Board of Adjustment – Tuesday, July 6, 2021 – City Hall – 627 N Adams Street
Parks, Recreation and Cultural Advisory Board – Tuesday, July 6, 2021 – Rec Center – 716 N Grant Road
City Council – July 12, 2021 – City Hall – 627 N Adams Street
Airport Commission – July 12, 2021 – Airport Terminal Building - 21177 Quail Avenue
Planning and Zoning Commission – July 14, 2021 – City Hall - 627 N Adams Street
Library Board of Trustees – July 19, 2021 – Carroll Public Library – 118 E 5th Street
City Council – July 26, 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

MAY 24, 2021

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

In support of Iowa Governor Kim Reynolds' proclamation dated April 30, 2021 declaring a State of Public Health Disaster Emergency in Iowa, the City limited the public audience in the Council Chambers for the May 24, 2021 meeting to eight (8) individuals (excluding the Mayor, Councilmembers and City staff) to follow the social distancing practices recommended in her proclamation. However, the meeting was held telephonically or via Zoom web conferencing for those individuals in excess of this limit and for those individuals who wish to attend remotely. 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. Council Members present: Misty Boes, LaVern Dirx, Jerry Fleshner, Clay Haley, Mike Kots and Carolyn Siemann. Absent: None. Mayor Pro Tem Jerry Fleshner presided in the absence of Mayor Eric Jensen. City Attorney Dave Bruner was in attendance.

* * * * *

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

* * * * *

It was moved by Haley, seconded by Siemann, to approve the following items on the consent agenda: a) minutes of the May 10, 2021 Council meeting, as amended; b) bills and claims in the amount of \$514,271.76; c) waiving City Policy No. 0304, Sale of Surplus City Property and accept the Carroll County Secondary Roads Department offer to trade the City's replaced sandblaster for the County's 15 each, 6-foot grader blades; d) waiving City Purchasing Policy #0501 and purchase a Sunshade Mesh Covering (solid yellow) for the waterslides at the Carroll Family Aquatic Center from Waterloo Tent and Tarp Company at a cost of \$2,655.00; e) Change Order No. 3 to the Water Supply Well Replacement – 2020 Contract in the amount of \$936.96. On roll call, all present voted aye. Absent: None. Motion carried.

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Retiring Assistant Fire Chief Bob Shields was recognized for his years of dedicated service to the Carroll Fire Department. No Council action taken.

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There were no oral requests or communications from the audience.

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At 5:20 p.m. Mayor Pro Tem Fleshner opened a public hearing on the FY 2020/2021 Budget Amendment #2. Mayor Pro Tem Fleshner closed said public hearing at 5:21 p.m.

It was moved by Haley, seconded by Kots, to approve Resolution No. 21-29, Amending the Current Budget for the Fiscal Year Ending June 30, 2021 (FY 2020/2021). On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Kots, seconded by Haley, to approve Resolution No. 21-30, Water Service, Sewer Service and Annexation Agreement with Olsen's Car Care Corner, Inc. (DBA Olsen's Outdoor Power). On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Haley, seconded by Siemann, to develop plans to construct a 4-foot-wide sidewalk on the easterly side of Timberline Road and Main Street from the driveway at 111 Timberline Road to Hillcrest Drive and include 240 feet of guardrail along the back side of the easterly curve on the Timberline Road – Main Street curve. Nelson Haukap, Carroll resident, addressed Council on this issue. On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Haley, seconded by Kots, to adjourn at 5:56 p.m. On roll call, all present voted aye. Absent: None. Motion carried.

Jerry Fleshner, Mayor Pro Tem

ATTEST:

Laura A. Schaefer, City Clerk

COUNCIL OPEN HOUSE
MAY 24, 2021

The Carroll City Council held a public open house on this date at 6:30 p.m. at the Carroll Public Library, 118 E. 5th Street. Council Members present: LaVern Dirkx, Jerry Fleshner, Clay Haley, and Carolyn Siemann. Absent: Misty Boes, Mike Kots and Mayor Eric Jensen. City Attorney Dave Bruner was also in attendance.

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A public open house was held to allow the public to learn more about the proposed Corridor of Commerce Plan 2.0. No deliberation or action was taken by Council.

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The public open house ended at 7:40 p.m.

Jerry Fleshner, Mayor Pro Tem

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 :	5/21/2021 THRU 6/10/2021	5/21/2021 THRU 6/10/2021	5/21/2021 THRU 6/10/2021
PARTIALLY ITEMS DATES:	5/21/2021 THRU 6/10/2021	5/21/2021 THRU 6/10/2021	5/21/2021 THRU 6/10/2021
UNPAID ITEMS DATES :		5/21/2021 THRU 6/10/2021	5/21/2021 THRU 6/10/2021

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-001720	ACCESS SYSTEMS	COPIER CONTRACT	136.38	0.00	000000	0/00/00	136.38
		** TOTALS **	136.38	0.00			136.38
01-001704	ACCO	PUMP SEALANT	69.05	0.00	000000	0/00/00	69.05
		** TOTALS **	69.05	0.00			69.05
01-001621	ACE HARDWARE	LED BULBS - TRAFFIC LIGHTS	20.97	0.00	000000	0/00/00	20.97
01-001621	ACE HARDWARE	WATER FOUNTAIN REPAIRS	39.48	0.00	000000	0/00/00	39.48
01-001621	ACE HARDWARE	SUPPLIES	9.99	0.00	000000	0/00/00	9.99
01-001621	ACE HARDWARE	ROOF NAILS	12.99	0.00	000000	0/00/00	12.99
01-001621	ACE HARDWARE	SUPPLIES	110.86	0.00	000000	0/00/00	110.86
01-001621	ACE HARDWARE	REPAIR PARTS	9.99	0.00	000000	0/00/00	9.99
01-001621	ACE HARDWARE	SUPPLIES	13.99	0.00	000000	0/00/00	13.99
01-001621	ACE HARDWARE	2020 WELL CONSTRUCTION	11.34	0.00	000000	0/00/00	11.34
01-001621	ACE HARDWARE	SUPPLIES	10.18	0.00	000000	0/00/00	10.18
01-001621	ACE HARDWARE	SUPPLIES	8.97	0.00	000000	0/00/00	8.97
01-001621	ACE HARDWARE	BATTERIES	13.99	0.00	000000	0/00/00	13.99
01-001621	ACE HARDWARE	LEAK REPAIR PARTS	96.71	0.00	000000	0/00/00	96.71
01-001621	ACE HARDWARE	PIPE REPAIR PARTS	25.97	0.00	000000	0/00/00	25.97
01-001621	ACE HARDWARE	REPAIR PARTS	7.99	0.00	000000	0/00/00	7.99
		** TOTALS **	393.42	0.00			393.42
01-001910	AHLERS & COONEY P.C.	MISC PERSONNEL MATTERS	59.00	0.00	000000	0/00/00	59.00
01-001910	AHLERS & COONEY P.C.	MISC. URBAN RENEWAL QUESTIONS	207.00	0.00	000000	0/00/00	207.00
		** TOTALS **	266.00	0.00			266.00
01-012650	ALLIANT ENERGY-IES UTILIT	GAS BILLS	4,214.95	4,214.95-	121179	6/09/21	0.00
		** TOTALS **	4,214.95	4,214.95-			0.00
01-001354	ALLIED SYSTEMS INC.	PUMP REBUILD	5,549.86	0.00	000000	0/00/00	5,549.86
		** TOTALS **	5,549.86	0.00			5,549.86
01-002280	AMERICAN PUBLIC WORKS	MEMBERSHIP DUES	360.00	0.00	000000	0/00/00	360.00
		** TOTALS **	360.00	0.00			360.00
01-002916	AMERICAN RED CROSS	GLIDDEN LIFEGUARD CLASS	280.00	0.00	000000	0/00/00	280.00
		** TOTALS **	280.00	0.00			280.00
01-002370	ARNOLD MOTOR SUPPLY	FUSES	33.64	0.00	000000	0/00/00	33.64
01-002370	ARNOLD MOTOR SUPPLY	FUSES	10.08	0.00	000000	0/00/00	10.08
		** TOTALS **	43.72	0.00			43.72
01-001557	ATCO INTERNATIONAL	WASP SPRAY	79.10	0.00	000000	0/00/00	79.10
		** TOTALS **	79.10	0.00			79.10

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UNPAID ITEMS DATES :		5/21/2021 THRU 6/10/2021	5/21/2021 THRU 6/10/2021

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-000048	AVAILA BANK	6/1/21 P & I PAYMENTS	143,342.97	143,342.97-	121167	6/01/21	0.00
		** TOTALS **	143,342.97	143,342.97-			0.00
01-002805	BADDING CONSTRUCTION CO.	STREETSCAPE PHASE 10	80,177.88	0.00	000000	0/00/00	80,177.88
		** TOTALS **	80,177.88	0.00			80,177.88
01-002826	BARCO MUNICIPAL PRODUCTS	SPEED LIMIT & STOP SIGNS	1,213.21	0.00	000000	0/00/00	1,213.21
01-002826	BARCO MUNICIPAL PRODUCTS	NO TRESPASSING SIGNS	247.96	0.00	000000	0/00/00	247.96
01-002826	BARCO MUNICIPAL PRODUCTS	REFLECTIVE SAFETY SIGNS	1,104.00	0.00	000000	0/00/00	1,104.00
		** TOTALS **	2,565.17	0.00			2,565.17
01-001943	BAUER BUILT TIRE CENTER	TIRE REPAIRS	27.08	0.00	000000	0/00/00	27.08
		** TOTALS **	27.08	0.00			27.08
01-003515	BOMGAARS	SUPPLIES	96.90	0.00	000000	0/00/00	96.90
01-003515	BOMGAARS	SOIL AND POTTING MIX	102.79	0.00	000000	0/00/00	102.79
01-003515	BOMGAARS	SUPPLIES	23.99	0.00	000000	0/00/00	23.99
01-003515	BOMGAARS	SHOP SUPPLIES	74.88	0.00	000000	0/00/00	74.88
01-003515	BOMGAARS	SUPPLIES	4.99	0.00	000000	0/00/00	4.99
01-003515	BOMGAARS	REPAIR PARTS	35.94	0.00	000000	0/00/00	35.94
01-003515	BOMGAARS	SUPPLIES	180.90	0.00	000000	0/00/00	180.90
01-003515	BOMGAARS	STRAP FOR LILY PADS	14.99	0.00	000000	0/00/00	14.99
01-003515	BOMGAARS	SUPPLIES	62.34	0.00	000000	0/00/00	62.34
01-003515	BOMGAARS	SUPPLIES	19.98	0.00	000000	0/00/00	19.98
01-003515	BOMGAARS	REPAIR PARTS	9.34	0.00	000000	0/00/00	9.34
01-003515	BOMGAARS	GATE REPAIRS	6.48	0.00	000000	0/00/00	6.48
01-003515	BOMGAARS	LIVE CONCERT SERIES SUPPLIES	12.48	0.00	000000	0/00/00	12.48
01-003515	BOMGAARS	SUPPLIES	29.94	0.00	000000	0/00/00	29.94
01-003515	BOMGAARS	CABLE PARTS/SHOP SUPPLIES	8.24	0.00	000000	0/00/00	8.24
01-003515	BOMGAARS	CHEMICALS	33.99	0.00	000000	0/00/00	33.99
01-003515	BOMGAARS	SUPPLIES	28.55	0.00	000000	0/00/00	28.55
01-003515	BOMGAARS	SPRAY PAINT	11.58	0.00	000000	0/00/00	11.58
01-003515	BOMGAARS	BLOWER	569.95	0.00	000000	0/00/00	569.95
		** TOTALS **	1,328.25	0.00			1,328.25
01-003661	BREDA TELEPHONE CORPORATI	LOCAL AND LONG DISTANCE	2,375.23	2,375.23-	121178	6/09/21	0.00
		** TOTALS **	2,375.23	2,375.23-			0.00
01-003791	CAPITAL ONE	CLEANING SUPPLIES AND INK	48.97	0.00	000000	0/00/00	48.97
01-003791	CAPITAL ONE	ACTIVITIES ROOM BOARD SUPPLIES	12.28	0.00	000000	0/00/00	12.28
		** TOTALS **	61.25	0.00			61.25
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	14.00	0.00	000000	0/00/00	14.00

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VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-004138	CAPITAL SANITARY SUPPLY	SUPPLIES	69.17	0.00	000000	0/00/00	69.17
01-004138	CAPITAL SANITARY SUPPLY	SOAP	313.26	0.00	000000	0/00/00	313.26
01-004138	CAPITAL SANITARY SUPPLY	STADIUM RESTROOM SUPPLIES	367.73	0.00	000000	0/00/00	367.73
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	277.08	0.00	000000	0/00/00	277.08
01-004138	CAPITAL SANITARY SUPPLY	FLOOR CLEANER	78.88	0.00	000000	0/00/00	78.88
		** TOTALS **	1,120.12	0.00			1,120.12
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
01-004146	CARROLL CONTROL SYSTEMS	CAAT6 MINI SPLIT A/C	6,120.00	0.00	000000	0/00/00	6,120.00
01-004146	CARROLL CONTROL SYSTEMS	IRRIGATION REPAIRS	298.60	0.00	000000	0/00/00	298.60
01-004146	CARROLL CONTROL SYSTEMS	BACK FLOW TEST	120.00	0.00	000000	0/00/00	120.00
		** TOTALS **	6,538.60	0.00			6,538.60
01-004155	CARROLL COUNTY	GASOLINE	4,317.64	0.00	000000	0/00/00	4,317.64
		** TOTALS **	4,317.64	0.00			4,317.64
01-004196	CARROLL HYDRAULICS	#35 SUPPLIES	8.16	0.00	000000	0/00/00	8.16
01-004196	CARROLL HYDRAULICS	#34 HYDRAULIC HOSE	89.74	0.00	000000	0/00/00	89.74
		** TOTALS **	97.90	0.00			97.90
01-004200	CARROLL LUMBER	MUDJACKING	213.00	0.00	000000	0/00/00	213.00
		** TOTALS **	213.00	0.00			213.00
01-002977	CARROLL REFUSE SERVICE	MAY TRASH COLLECTIONS	11,424.76	11,424.76-	121177	6/09/21	0.00
		** TOTALS **	11,424.76	11,424.76-			0.00
01-004237	CARROLL VETERINARY CLINIC	DOG CARE CONTRACT JULY	650.00	0.00	000000	0/00/00	650.00
		** TOTALS **	650.00	0.00			650.00
01-003058	CENTRAL IOWA READY MIX	MUDJACKING	637.50	0.00	000000	0/00/00	637.50
01-003058	CENTRAL IOWA READY MIX	MUDJACKING	637.50	0.00	000000	0/00/00	637.50
01-003058	CENTRAL IOWA READY MIX	MUDJACKING	637.50	0.00	000000	0/00/00	637.50
01-003058	CENTRAL IOWA READY MIX	MUDJACKING	1,182.00	0.00	000000	0/00/00	1,182.00
01-003058	CENTRAL IOWA READY MIX	MUDJACKING	852.50	0.00	000000	0/00/00	852.50
		** TOTALS **	3,947.00	0.00			3,947.00
01-001148	CERTIFIED TESTING SERVICE	STREET MAINTENANCE BLDG	1,434.00	0.00	000000	0/00/00	1,434.00
		** TOTALS **	1,434.00	0.00			1,434.00
01-004137	CHAMBER OF COMMERCE	EMPLOYEE SERVICE AWARDS	50.00	0.00	000000	0/00/00	50.00

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	5/21/2021 THRU 6/10/2021	5/21/2021 THRU 6/10/2021	5/21/2021 THRU 6/10/2021
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UNPAID ITEMS DATES :		5/21/2021 THRU 6/10/2021	5/21/2021 THRU 6/10/2021

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
		** TOTALS **	50.00	0.00			50.00
01-003633	CLEANING SOLUTIONS INC	MAY CITY HALL CLEANING	2,080.00	0.00	000000	0/00/00	2,080.00
01-003633	CLEANING SOLUTIONS INC	MAY POLICE DEPT. CLEANING	624.00	0.00	000000	0/00/00	624.00
01-003633	CLEANING SOLUTIONS INC	MAY REC CENTER CLEANING	2,268.00	0.00	000000	0/00/00	2,268.00
		** TOTALS **	4,972.00	0.00			4,972.00
01-004835	COMMERCIAL SAVINGS BANK	6/1/21 P & I PAYMENTS	62,097.71	62,097.71-	121172	6/01/21	0.00
01-004835	COMMERCIAL SAVINGS BANK	FEDERAL WITHHOLDINGS	13,685.79	13,685.79-	001090	6/03/21	0.00
01-004835	COMMERCIAL SAVINGS BANK	FICA WITHHOLDING	15,671.44	15,671.44-	001090	6/03/21	0.00
01-004835	COMMERCIAL SAVINGS BANK	MEDICARE WITHHOLDING	4,656.20	4,656.20-	001090	6/03/21	0.00
		** TOTALS **	96,111.14	96,111.14-			0.00
01-004836	COMMUNITY OIL CO. INC.	RED FUEL	944.70	0.00	000000	0/00/00	944.70
01-004836	COMMUNITY OIL CO. INC.	GREASE	69.22	0.00	000000	0/00/00	69.22
		** TOTALS **	1,013.92	0.00			1,013.92
01-003788	CONCRETE CREATORS LLC	SIDEWALK - SOUTHSIDE PARK	15,777.00	0.00	000000	0/00/00	15,777.00
		** TOTALS **	15,777.00	0.00			15,777.00
01-001539	CONFLUENCE	DOWNTOWN STREETScape 10	6,908.90	0.00	000000	0/00/00	6,908.90
		** TOTALS **	6,908.90	0.00			6,908.90
01-004841	CONSTRUCTION MATERIALS	REBAR	6,230.00	0.00	000000	0/00/00	6,230.00
		** TOTALS **	6,230.00	0.00			6,230.00
01-001384	COPY SYSTEMS INC.	FOLDER/INSERTER MAINT.	146.25	0.00	000000	0/00/00	146.25
		** TOTALS **	146.25	0.00			146.25
01-003145	CORE AND MAIN LP	METERS	2,175.00	0.00	000000	0/00/00	2,175.00
		** TOTALS **	2,175.00	0.00			2,175.00
01-005395	D & K PRODUCTS	TURF SUPPLIES	8,015.00	0.00	000000	0/00/00	8,015.00
01-005395	D & K PRODUCTS	TURF SUPPLIES	3,908.00	0.00	000000	0/00/00	3,908.00
01-005395	D & K PRODUCTS	CHEMICALS	572.00	0.00	000000	0/00/00	572.00
01-005395	D & K PRODUCTS	CHEMICALS	463.30	0.00	000000	0/00/00	463.30
		** TOTALS **	12,958.30	0.00			12,958.30
01-002648	D/R ELECTRIC INC.	LIGHT POLES & FIXTURES	170,944.84	0.00	000000	0/00/00	170,944.84
		** TOTALS **	170,944.84	0.00			170,944.84
01-000854	DEARBORN NATIONAL	JUNE LIFE INSURANCE PREMIUMS	304.77	304.77-	121163	5/26/21	0.00
		** TOTALS **	304.77	304.77-			0.00

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	5/21/2021 THRU 6/10/2021	5/21/2021 THRU 6/10/2021	5/21/2021 THRU 6/10/2021
PARTIALLY ITEMS DATES:	5/21/2021 THRU 6/10/2021	5/21/2021 THRU 6/10/2021	5/21/2021 THRU 6/10/2021
UNPAID ITEMS DATES :		5/21/2021 THRU 6/10/2021	5/21/2021 THRU 6/10/2021

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-003786	DEMOSPHERE	SOCCER REGISTRATION PROCESSING	78.68	78.68-	000000	5/26/21	0.00
01-003786	DEMOSPHERE	SOCCER REG PROCESSING FEES	33.72	33.72-	000000	5/27/21	0.00
		** TOTALS **	112.40	112.40-			0.00
01-005645	DEPARTMENT OF PUBLIC SAFE	APR.-JUN CONTRACT	1,116.00	0.00	000000	0/00/00	1,116.00
		** TOTALS **	1,116.00	0.00			1,116.00
01-006270	DREES HEATING & PLUMBING	BACKFLOW PREVENTOR REPAIRS	245.00	0.00	000000	0/00/00	245.00
		** TOTALS **	245.00	0.00			245.00
01-006275	DREES OIL CO. INC.	UNLEADED GASOLINE	1,066.98	0.00	000000	0/00/00	1,066.98
01-006275	DREES OIL CO. INC.	DIESEL FUEL	806.26	0.00	000000	0/00/00	806.26
01-006275	DREES OIL CO. INC.	RED DIESEL	1,079.07	0.00	000000	0/00/00	1,079.07
		** TOTALS **	2,952.31	0.00			2,952.31
01-006725	EARL MAY STORE	FLOWERS	174.79	0.00	000000	0/00/00	174.79
		** TOTALS **	174.79	0.00			174.79
01-012590	ECHO ELECTRIC SUPPLY	CIRCUIT ANALYZER	394.33	0.00	000000	0/00/00	394.33
		** TOTALS **	394.33	0.00			394.33
01-007253	ELECTRIC MOTOR SERVICE LL	ELECTRIC MOTOR REPAIRS	391.65	0.00	000000	0/00/00	391.65
01-007253	ELECTRIC MOTOR SERVICE LL	MOTOR REPAIR	42.75	0.00	000000	0/00/00	42.75
		** TOTALS **	434.40	0.00			434.40
01-007383	ENVIRONMENTAL HEALTH DEPA	POOL AND SPA REGISTRATIONS	964.00	0.00	000000	0/00/00	964.00
		** TOTALS **	964.00	0.00			964.00
01-007386	ENVIRONMENTAL RESOURCE AS	LAB SUPPLIES	399.04	0.00	000000	0/00/00	399.04
		** TOTALS **	399.04	0.00			399.04
01-008027	FAREWAY STORES	WATER FOR LIFE GUARDS	5.50	0.00	000000	0/00/00	5.50
		** TOTALS **	5.50	0.00			5.50
01-008035	FARNER-BOCKEN CO.	CONCESSIONS	1,272.56	0.00	000000	0/00/00	1,272.56
01-008035	FARNER-BOCKEN CO.	CONCESSIONS	1,233.27	0.00	000000	0/00/00	1,233.27
		** TOTALS **	2,505.83	0.00			2,505.83
01-008050	FASTENAL COMPANY	GLOVES	34.52	0.00	000000	0/00/00	34.52
		** TOTALS **	34.52	0.00			34.52
01-001291	FEH DESIGN	STREET MAINT. BUILDING	5,045.85	0.00	000000	0/00/00	5,045.85
01-001291	FEH DESIGN	PICKLEBALL COURTS	452.70	0.00	000000	0/00/00	452.70
		** TOTALS **	5,498.55	0.00			5,498.55

PAID ITEMS DATES	: 5/21/2021 THRU 6/10/2021	5/21/2021 THRU 6/10/2021	5/21/2021 THRU 6/10/2021
PARTIALLY ITEMS DATES:	5/21/2021 THRU 6/10/2021	5/21/2021 THRU 6/10/2021	5/21/2021 THRU 6/10/2021
UNPAID ITEMS DATES	:	5/21/2021 THRU 6/10/2021	5/21/2021 THRU 6/10/2021

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-006860	FELD FIRE EQUIPMENT CO.	GEAR NAME PATCHES (2)	120.00	0.00	000000	0/00/00	120.00
01-006860	FELD FIRE EQUIPMENT CO.	BATTERIES AND CLEANING PADS	271.90	0.00	000000	0/00/00	271.90
		** TOTALS **	391.90	0.00			391.90
01-000633	FILTER CARE	FILTERS CLEANING	70.07	0.00	000000	0/00/00	70.07
		** TOTALS **	70.07	0.00			70.07
01-003095	FOSTER GRANDPARENTS	1/2 FY 21 FUNDING REQUEST	1,500.00	0.00	000000	0/00/00	1,500.00
		** TOTALS **	1,500.00	0.00			1,500.00
01-003534	FUSEBOX MARKETING	WEBSITE ENHANCEMENTS	127.50	0.00	000000	0/00/00	127.50
01-003534	FUSEBOX MARKETING	WEB MAINTENANCE - MAY	255.00	0.00	000000	0/00/00	255.00
01-003534	FUSEBOX MARKETING	WEB MAINTENANCE JUNE	255.00	0.00	000000	0/00/00	255.00
		** TOTALS **	637.50	0.00			637.50
01-009315	GALLS INC.	NICHOLS BOOTS	166.36	0.00	000000	0/00/00	166.36
		** TOTALS **	166.36	0.00			166.36
01-009500	GEHLING WELDING & REPAIR	#28 CONVEYOR SALT CHAIN	1,869.99	0.00	000000	0/00/00	1,869.99
		** TOTALS **	1,869.99	0.00			1,869.99
01-002567	GEHLPRO WELDING	QUICK TACH -SKIDLOADER TRAILER	325.00	0.00	000000	0/00/00	325.00
		** TOTALS **	325.00	0.00			325.00
01-009535	GENERAL RENTAL	GREASE GUN	239.00	0.00	000000	0/00/00	239.00
01-009535	GENERAL RENTAL	CONCRETE FLOATS	201.00	0.00	000000	0/00/00	201.00
		** TOTALS **	440.00	0.00			440.00
01-001992	GOLF SERVICES LLC	JUNE CLUBHOUSE MANAGER	4,166.67	0.00	000000	0/00/00	4,166.67
		** TOTALS **	4,166.67	0.00			4,166.67
01-010156	GRAPHIC EDGE LLC	T-SHIRTS	2,111.75	0.00	000000	0/00/00	2,111.75
01-010156	GRAPHIC EDGE LLC	T-SHIRTS	39.25	0.00	000000	0/00/00	39.25
01-010156	GRAPHIC EDGE LLC	BANNERS - CBD	1,295.52	0.00	000000	0/00/00	1,295.52
		** TOTALS **	3,446.52	0.00			3,446.52
01-000992	GUTE TREE SERVICE	STUMP REMOVAL	499.00	0.00	000000	0/00/00	499.00
01-000992	GUTE TREE SERVICE	STUMP REMOVAL	300.00	0.00	000000	0/00/00	300.00
		** TOTALS **	799.00	0.00			799.00
01-000451	HABERL PLMBG & HEATING	CITY HALL PLUMBING ISSUE	570.00	0.00	000000	0/00/00	570.00
		** TOTALS **	570.00	0.00			570.00

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	5/21/2021 THRU 6/10/2021	5/21/2021 THRU 6/10/2021	5/21/2021 THRU 6/10/2021
PARTIALLY ITEMS DATES:	5/21/2021 THRU 6/10/2021	5/21/2021 THRU 6/10/2021	5/21/2021 THRU 6/10/2021
UNPAID ITEMS DATES :		5/21/2021 THRU 6/10/2021	5/21/2021 THRU 6/10/2021

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-005410	HERALD PUBLISHING COMPANY	PARKS AND REC GUIDE	4,922.50	0.00	000000	0/00/00	4,922.50
01-005410	HERALD PUBLISHING COMPANY	LEGAL PUBLICATIONS	377.96	0.00	000000	0/00/00	377.96
		** TOTALS **	5,300.46	0.00			5,300.46
01-003787	IKE AUEN DIST. CO. INC.	CONCESSIONS	154.00	0.00	000000	0/00/00	154.00
01-003787	IKE AUEN DIST. CO. INC.	CONCESSIONS	154.00	0.00	000000	0/00/00	154.00
		** TOTALS **	308.00	0.00			308.00
01-012552	INDUSTRIAL BEARING SUPP.	BEARINGS	34.01	0.00	000000	0/00/00	34.01
01-012552	INDUSTRIAL BEARING SUPP.	BELTS	204.87	0.00	000000	0/00/00	204.87
		** TOTALS **	238.88	0.00			238.88
01-012614	IOWA COMMUNITIES ASSURANC	ST MAINT BLDG - BLDRS RISK INS	11,287.00	0.00	000000	0/00/00	11,287.00
		** TOTALS **	11,287.00	0.00			11,287.00
01-001538	IOWA FINANCE AUTHORITY	6/1/21 P & I PAYMENTS	677,205.00	677,205.00-	000000	6/01/21	0.00
		** TOTALS **	677,205.00	677,205.00-			0.00
01-012642	IOWA LAW ENFORCE ACADEMY	TASER RECERTIFICATION FERRIN	50.00	0.00	000000	0/00/00	50.00
		** TOTALS **	50.00	0.00			50.00
01-012647	IOWA LEAGUE OF CITIES	GRANT FINDER SUBSCRIPTION	50.00	0.00	000000	0/00/00	50.00
		** TOTALS **	50.00	0.00			50.00
01-012666	IOWA ONE CALL	APRIL LOCATES 2021	120.40	0.00	000000	0/00/00	120.40
		** TOTALS **	120.40	0.00			120.40
01-000473	IOWA SAVINGS BANK	6/1/21 P & I PAYMENTS	92,629.50	92,629.50-	121168	6/01/21	0.00
		** TOTALS **	92,629.50	92,629.50-			0.00
01-012685	IOWA SMALL ENGINE CENTER	CHAINSAW	355.80	0.00	000000	0/00/00	355.80
01-012685	IOWA SMALL ENGINE CENTER	CONCRETE SAW FILTER	33.16	0.00	000000	0/00/00	33.16
		** TOTALS **	388.96	0.00			388.96
01-003751	JACK HENRY ASSOCIATES INC	REMIT PLUS MAINTENANCE	2,470.00	0.00	000000	0/00/00	2,470.00
		** TOTALS **	2,470.00	0.00			2,470.00
01-002453	JASON MATTHEW LAMBERTZ	PRODUCTION COSTS	1,050.00	0.00	000000	0/00/00	1,050.00
		** TOTALS **	1,050.00	0.00			1,050.00
01-013917	JEO CONSULTING GROUP INC.	REC CENTER ADDITION	3,405.00	0.00	000000	0/00/00	3,405.00
		** TOTALS **	3,405.00	0.00			3,405.00
01-003243	JET'S OUTDOOR POWER AND S	GOLF CART BATTERY	99.98	0.00	000000	0/00/00	99.98

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	5/21/2021 THRU 6/10/2021	5/21/2021 THRU 6/10/2021	5/21/2021 THRU 6/10/2021
PARTIALLY ITEMS DATES:	5/21/2021 THRU 6/10/2021	5/21/2021 THRU 6/10/2021	5/21/2021 THRU 6/10/2021
UNPAID ITEMS DATES :		5/21/2021 THRU 6/10/2021	5/21/2021 THRU 6/10/2021

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-003243	JET'S OUTDOOR POWER AND S	GOLF CART REPAIRS	145.00	0.00	000000	0/00/00	145.00
		** TOTALS **	244.98	0.00			244.98
01-002788	JIMMY JOHNS #2622	EMPLOYEE RECOGNITION	17.94	0.00	000000	0/00/00	17.94
		** TOTALS **	17.94	0.00			17.94
01-002163	JR'S UNLOCK SERVICE	SHELTERHOUSE KEYS	45.00	0.00	000000	0/00/00	45.00
01-002163	JR'S UNLOCK SERVICE	DOOR HANDLE & INSTALLATION	185.00	0.00	000000	0/00/00	185.00
		** TOTALS **	230.00	0.00			230.00
01-014520	KASPERBAUER CLEANING SER	LAUNDER RUGS	109.57	0.00	000000	0/00/00	109.57
		** TOTALS **	109.57	0.00			109.57
01-001345	KELTEK INCORPORATED	#18 EQUIPMENT REPLACEMENT	8,745.41	0.00	000000	0/00/00	8,745.41
		** TOTALS **	8,745.41	0.00			8,745.41
01-000066	KEVIN REINCKE	UNIFORM SHOES	160.50	160.50-	121162	5/26/21	0.00
		** TOTALS **	160.50	160.50-			0.00
01-014542	KIESLER'S POLICE SUPPLY	AMMO	1,833.24	0.00	000000	0/00/00	1,833.24
		** TOTALS **	1,833.24	0.00			1,833.24
01-002698	LANDSCAPERS PARADISE	RED MULCH	238.55	0.00	000000	0/00/00	238.55
		** TOTALS **	238.55	0.00			238.55
01-002331	MACQUEEN EQUIPMENT LLC	RADIATOR OIL COOLER	1,858.49	0.00	000000	0/00/00	1,858.49
		** TOTALS **	1,858.49	0.00			1,858.49
01-003481	MARCO TECHNOLOGIES LLC	COPIER CONTRACT	151.46	0.00	000000	0/00/00	151.46
		** TOTALS **	151.46	0.00			151.46
01-001193	MARKET ON 30	AQUATIC CENTER CONCESSIONS	28.93	0.00	000000	0/00/00	28.93
01-001193	MARKET ON 30	CONCESSIONS	27.54	0.00	000000	0/00/00	27.54
		** TOTALS **	56.47	0.00			56.47
01-017133	MASTERCARD	SUPPLIES	245.85	245.85-	121091	5/21/21	0.00
		** TOTALS **	245.85	245.85-			0.00
01-003495	MATTHEW KENNEBECK	GAS - PURSUIT TO ROCKWELL CITY	20.00	20.00-	121164	5/26/21	0.00
		** TOTALS **	20.00	20.00-			0.00
01-017585	MIDWEST WHOLESALE	FORMS	33.00	0.00	000000	0/00/00	33.00
		** TOTALS **	33.00	0.00			33.00

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	5/21/2021 THRU 6/10/2021	5/21/2021 THRU 6/10/2021	5/21/2021 THRU 6/10/2021
PARTIALLY ITEMS DATES:	5/21/2021 THRU 6/10/2021	5/21/2021 THRU 6/10/2021	5/21/2021 THRU 6/10/2021
UNPAID ITEMS DATES :		5/21/2021 THRU 6/10/2021	5/21/2021 THRU 6/10/2021

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-002951	MIKE POGGE-WEAVER	IaCMA CONFERENCE REGISTRATION	155.00	0.00	000000	0/00/00	155.00
		** TOTALS **	155.00	0.00			155.00
01-018634	MINNICH COMITO & NEU	DRAKE VS CITY	3,750.00	0.00	000000	0/00/00	3,750.00
		** TOTALS **	3,750.00	0.00			3,750.00
01-017730	MOORHOUSE READY MIX CO.	CURB - WESTGATE & SOUTHGATE	530.00	0.00	000000	0/00/00	530.00
01-017730	MOORHOUSE READY MIX CO.	ST. PANEL - CAPISTRANO AVE	1,071.00	0.00	000000	0/00/00	1,071.00
01-017730	MOORHOUSE READY MIX CO.	ST. PANEL - CAPISTRANO AVE.	1,134.00	0.00	000000	0/00/00	1,134.00
01-017730	MOORHOUSE READY MIX CO.	ST. PANEL - NORTHRIDGE & 11TH	1,260.00	0.00	000000	0/00/00	1,260.00
01-017730	MOORHOUSE READY MIX CO.	ST. PANEL - NORTHRIDGE & 11TH	1,134.00	0.00	000000	0/00/00	1,134.00
01-017730	MOORHOUSE READY MIX CO.	E. VALLEY & WALNUT	630.00	0.00	000000	0/00/00	630.00
01-017730	MOORHOUSE READY MIX CO.	ST. PANEL - 2ND & ELM	945.00	0.00	000000	0/00/00	945.00
01-017730	MOORHOUSE READY MIX CO.	ST. PANEL - S. MAPLE & VALLEY	1,323.00	0.00	000000	0/00/00	1,323.00
01-017730	MOORHOUSE READY MIX CO.	ST. PANEL - 2ND & ELM	693.00	0.00	000000	0/00/00	693.00
		** TOTALS **	8,720.00	0.00			8,720.00
01-018408	NAPA AUTO PARTS	#35 LIGHTS	20.66	0.00	000000	0/00/00	20.66
		** TOTALS **	20.66	0.00			20.66
01-019124	NORTH CENTRAL LABORATORIE	LAB SUPPLIES	840.96	0.00	000000	0/00/00	840.96
		** TOTALS **	840.96	0.00			840.96
01-020203	OFFICE STOP	REMIT PRINTER INK CARTRIDGES	51.98	0.00	000000	0/00/00	51.98
01-020203	OFFICE STOP	OFFICE SUPPLIES	48.48	0.00	000000	0/00/00	48.48
		** TOTALS **	100.46	0.00			100.46
01-003224	OUTLAW SIGNS GRAPHICS & A	YOUTH TRIATHLON SUPPLIES	205.50	0.00	000000	0/00/00	205.50
		** TOTALS **	205.50	0.00			205.50
01-021050	P & H WHOLESALE INC.	PLUMBING REPAIR PARTS	23.08	23.08-	121180	6/09/21	0.00
01-021050	P & H WHOLESALE INC.	PVC FILTERS	17.05	17.05-	121180	6/09/21	0.00
		** TOTALS **	40.13	40.13-			0.00
01-001949	PERFORMANCE TIRE & SERVIC	OIL CHANGE #16	52.90	0.00	000000	0/00/00	52.90
01-001949	PERFORMANCE TIRE & SERVIC	OIL CHANGE #17	32.04	0.00	000000	0/00/00	32.04
01-001949	PERFORMANCE TIRE & SERVIC	OIL CHANGE #18	32.84	0.00	000000	0/00/00	32.84
01-001949	PERFORMANCE TIRE & SERVIC	OIL CHANGE #15	32.04	0.00	000000	0/00/00	32.04
01-001949	PERFORMANCE TIRE & SERVIC	OIL CHANGE #14	31.24	0.00	000000	0/00/00	31.24
01-001949	PERFORMANCE TIRE & SERVIC	#20 OIL CHANGE/TIRE ROTATION	52.90	0.00	000000	0/00/00	52.90
01-001949	PERFORMANCE TIRE & SERVIC	TIRE REPAIRS	38.16	0.00	000000	0/00/00	38.16
		** TOTALS **	272.12	0.00			272.12
01-001540	PETTY CASH	AQUATIC CENTER START UP CASH	400.00	400.00-	121096	5/24/21	0.00

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	5/21/2021 THRU 6/10/2021	5/21/2021 THRU 6/10/2021	5/21/2021 THRU 6/10/2021
PARTIALLY ITEMS DATES:	5/21/2021 THRU 6/10/2021	5/21/2021 THRU 6/10/2021	5/21/2021 THRU 6/10/2021
UNPAID ITEMS DATES :		5/21/2021 THRU 6/10/2021	5/21/2021 THRU 6/10/2021

VENDOR	---- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----BALANCE----
		** TOTALS **	400.00	400.00-			0.00
01-021735	POSTMASTER	POSTAGE TO MAIL WATER BILLS	1,561.27	1,561.27-	121165	5/26/21	0.00
		** TOTALS **	1,561.27	1,561.27-			0.00
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	63.00	0.00	000000	0/00/00	63.00
01-021860	PRESTO-X-COMPANY	PEST CONTROL 112 E 5TH ST	54.00	0.00	000000	0/00/00	54.00
		** TOTALS **	196.00	0.00			196.00
01-000625	PRODUCTIVITY PLUS ACCOUNT	PARTS RETURNED	4.89-	4.89	121169	6/01/21	0.00
01-000625	PRODUCTIVITY PLUS ACCOUNT	REPAIR PARTS	10.00	10.00-	121169	6/01/21	0.00
01-000625	PRODUCTIVITY PLUS ACCOUNT	REPAIR PARTS	16.14	16.14-	121169	6/01/21	0.00
01-000625	PRODUCTIVITY PLUS ACCOUNT	REPAIR PARTS	62.29	62.29-	121169	6/01/21	0.00
		** TOTALS **	83.54	83.54-			0.00
01-003789	RADARSIGN LLC	RADAR SIGN	3,305.00	0.00	000000	0/00/00	3,305.00
		** TOTALS **	3,305.00	0.00			3,305.00
01-023640	RAY'S REFUSE SERVICE	MAY GARBAGE PICKUP	1,457.64	0.00	000000	0/00/00	1,457.64
01-023640	RAY'S REFUSE SERVICE	MAY TRASH COLLECTIONS	30,856.34	30,856.34-	121181	6/09/21	0.00
		** TOTALS **	32,313.98	30,856.34-			1,457.64
01-003766	RDG PLANNNG DESIGN	CARROLL US 30 CORRIDOR PLAN	7,800.00	0.00	000000	0/00/00	7,800.00
		** TOTALS **	7,800.00	0.00			7,800.00
01-023815	REGION XII COG	HOUSING REHAB GRANT #8	11,670.00	11,670.00-	121182	6/09/21	0.00
01-023815	REGION XII COG	MAY TAXI PROGRAM DONATIONS	840.00	840.00-	121183	6/09/21	0.00
		** TOTALS **	12,510.00	12,510.00-			0.00
01-023828	RETIRED SENIOR VOLUNTEER	1/2 FY 21 FUNDING REQUEST	4,750.00	0.00	000000	0/00/00	4,750.00
		** TOTALS **	4,750.00	0.00			4,750.00
01-003785	RICK PEUGH	NUISANCE ABATEMENT WORKSHOP	30.80	30.80-	121090	5/21/21	0.00
		** TOTALS **	30.80	30.80-			0.00
01-024630	RUTTEN'S VACUUM CENTER	VACUUM REPAIRS	19.99	0.00	000000	0/00/00	19.99
01-024630	RUTTEN'S VACUUM CENTER	VACUUM REPAIRS	37.97	0.00	000000	0/00/00	37.97
		** TOTALS **	57.96	0.00			57.96
01-001652	SNAPPY POPCORN CO. INC.	SOCCER CONCESSIONS	76.00	0.00	000000	0/00/00	76.00
01-001652	SNAPPY POPCORN CO. INC.	SOCCER CONCESSIONS	112.00	0.00	000000	0/00/00	112.00
01-001652	SNAPPY POPCORN CO. INC.	CONCESSIONS	148.00	0.00	000000	0/00/00	148.00
		** TOTALS **	336.00	0.00			336.00

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 :	5/21/2021 THRU 6/10/2021	5/21/2021 THRU 6/10/2021	5/21/2021 THRU 6/10/2021
PARTIALLY ITEMS DATES:	5/21/2021 THRU 6/10/2021	5/21/2021 THRU 6/10/2021	5/21/2021 THRU 6/10/2021
UNPAID ITEMS DATES :		5/21/2021 THRU 6/10/2021	5/21/2021 THRU 6/10/2021

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-004178	SOLID WASTE MANAGEMENT CO	LANDFILL DISPOSAL FEES	197.10	0.00	000000	0/00/00	197.10
		** TOTALS **	197.10	0.00			197.10
01-025606	SOPPE CHIROPRACTIC CLINIC	PHYSICALS & DRUG TESTING	300.00	0.00	000000	0/00/00	300.00
		** TOTALS **	300.00	0.00			300.00
01-028180	STATE HYGIENIC LABORATORY	BACTERIA SAMPLES	27.00	0.00	000000	0/00/00	27.00
01-028180	STATE HYGIENIC LABORATORY	WATER SAMPLE ANALYSIS	56.00	0.00	000000	0/00/00	56.00
		** TOTALS **	83.00	0.00			83.00
01-025874	STERICYCLE INC	OSHA	394.14	0.00	000000	0/00/00	394.14
		** TOTALS **	394.14	0.00			394.14
01-025880	STONE PRINTING CO.	OFFICE SUPPLIES	31.99	0.00	000000	0/00/00	31.99
01-025880	STONE PRINTING CO.	YOUTH TRIATHLON SIGN	1.28	0.00	000000	0/00/00	1.28
01-025880	STONE PRINTING CO.	OFFICE SUPPLIES	4.50	0.00	000000	0/00/00	4.50
01-025880	STONE PRINTING CO.	CHAIR	265.05	0.00	000000	0/00/00	265.05
01-025880	STONE PRINTING CO.	BUSINESS PASSES AQUATIC CENTER	117.37	0.00	000000	0/00/00	117.37
01-025880	STONE PRINTING CO.	NOTARY STAMP	35.95	0.00	000000	0/00/00	35.95
		** TOTALS **	456.14	0.00			456.14
01-027060	TREASURER OF IOWA	5/16-5/31/2021 SALES TAX	9,427.00	9,427.00-	000000	6/01/21	0.00
		** TOTALS **	9,427.00	9,427.00-			0.00
01-027085	TROPHIES PLUS INC.	YOUTH TRIATHLON MEDALS	155.40	0.00	000000	0/00/00	155.40
		** TOTALS **	155.40	0.00			155.40
01-003499	UMB BANK	6/1/21 P & I PAYMENTS	817,023.75	817,023.75-	000000	5/27/21	0.00
01-003499	UMB BANK	BOND FEE	600.00	0.00	000000	0/00/00	600.00
01-003499	UMB BANK	BOND FEE	250.00	0.00	000000	0/00/00	250.00
01-003499	UMB BANK	BOND FEE	250.00	0.00	000000	0/00/00	250.00
		** TOTALS **	818,123.75	817,023.75-			1,100.00
01-002661	UNITED BANK OF IOWA	6/1/21 P & I PAYMENTS	72,447.83	72,447.83-	121170	6/01/21	0.00
		** TOTALS **	72,447.83	72,447.83-			0.00
01-028168	UNITED PARCEL SERVICE	FREIGHT W/E 5/22/2021	38.40	38.40-	121173	6/01/21	0.00
01-028168	UNITED PARCEL SERVICE	FREIGHT W/E 5/29/2021	65.88	65.88-	121184	6/09/21	0.00
01-028168	UNITED PARCEL SERVICE	FREIGHT W/E 5/15/2021	54.04	54.04-	121092	5/21/21	0.00
		** TOTALS **	158.32	158.32-			0.00
01-028174	UNITED STATES CELLULAR	CELL PHONES	217.26	217.26-	121166	5/26/21	0.00
		** TOTALS **	217.26	217.26-			0.00

ACCOUNTS PAYABLE
 OPEN ITEM REPORT
 SUMMARY

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
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UNPAID ITEMS DATES :		5/21/2021 THRU 6/10/2021	5/21/2021 THRU 6/10/2021

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-002449	UNITYPOINT CLINIC-OCUPAT	DRUG TESTING	252.00	0.00	000000	0/00/00	252.00
		** TOTALS **	252.00	0.00			252.00
01-028275	UPTOWN SPORTING GOODS	BASKETBALL NETS	59.80	0.00	000000	0/00/00	59.80
01-028275	UPTOWN SPORTING GOODS	PITCHING RUBBERS	288.00	0.00	000000	0/00/00	288.00
01-028275	UPTOWN SPORTING GOODS	SCOREBOOKS	127.50	0.00	000000	0/00/00	127.50
01-028275	UPTOWN SPORTING GOODS	LITTLE LEAGUE BASES	700.00	0.00	000000	0/00/00	700.00
01-028275	UPTOWN SPORTING GOODS	LITTLE LEAGUE BASES	954.00	0.00	000000	0/00/00	954.00
01-028275	UPTOWN SPORTING GOODS	GUARD SUITS	495.00	0.00	000000	0/00/00	495.00
01-028275	UPTOWN SPORTING GOODS	BASEBALLS AND SOFTBALLS	746.00	0.00	000000	0/00/00	746.00
		** TOTALS **	3,370.30	0.00			3,370.30
01-002666	VAN WALL EQUIPMENT INC.	MOWER REPAIRS	98.15	0.00	000000	0/00/00	98.15
		** TOTALS **	98.15	0.00			98.15
01-029010	VEENSTRA & KIMM INC.	TREATMENT AGREEMENT REVIEW	588.00	0.00	000000	0/00/00	588.00
01-029010	VEENSTRA & KIMM INC.	RISK & RESILIENCE ASSESSMENT 1	2,798.18	0.00	000000	0/00/00	2,798.18
		** TOTALS **	3,386.18	0.00			3,386.18
01-029020	VINCHATTLE ENTERPRISES IN	TECHNICAL SERVICES	1,800.00	0.00	000000	0/00/00	1,800.00
		** TOTALS **	1,800.00	0.00			1,800.00
01-003441	WESTSIDE STATE BANK	6/1/21 P & I PAYMENTS	92,629.50	92,629.50-	121171	6/01/21	0.00
		** TOTALS **	92,629.50	92,629.50-			0.00
01-000386	ZIMCO SUPPLY CO	CHEMICALS	7,921.50	0.00	000000	0/00/00	7,921.50
01-000386	ZIMCO SUPPLY CO	GREEN FLAGS	13.50	0.00	000000	0/00/00	13.50
01-000386	ZIMCO SUPPLY CO	CHEMICALS	1,256.50	0.00	000000	0/00/00	1,256.50
01-000386	ZIMCO SUPPLY CO	CUPS AND FLAGS	261.85	0.00	000000	0/00/00	261.85
		** TOTALS **	9,453.35	0.00			9,453.35
01-003398	ZORO.COM	CLEANING CART	150.95	0.00	000000	0/00/00	150.95
		** TOTALS **	150.95	0.00			150.95
01-003722	iSOLVED BENEFIT SERVICES	APRIL HRA CHECKS	9,794.11	9,794.11-	000000	5/24/21	0.00
		** TOTALS **	9,794.11	9,794.11-			0.00
	* Payroll Expense		163,038.24				

06-10-2021 10:45 AM
VENDOR SET: 01 City of Carroll
REPORTING: PAID, UNPAID, PARTIAL

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O P E N I T E M R E P O R T
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BANK: AP

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

	GROSS	PAYMENTS	BALANCE
PAID ITEMS	2,238,365.16	2,238,365.16CR	0.00
PARTIALLY PAID	0.00	0.00	0.00
UNPAID ITEMS	451,590.73	0.00	451,590.73
VOID ITEMS	0.00	0.00	0.00
** TOTALS **	2,689,955.89	2,238,365.16CR	451,590.73

U N P A I D R E C A P

UNPAID INVOICE TOTALS	451,590.73
UNPAID DEBIT MEMO TOTALS	0.00
UNAPPLIED CREDIT MEMO TOTALS	0.00
** UNPAID TOTALS **	451,590.73

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

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UNPAID ITEMS DATES :		5/21/2021 THRU 6/10/2021	5/21/2021 THRU 6/10/2021

FUND TOTALS

001	GENERAL FUND	188,524.30
010	HOTEL/MOTEL TAX	1,323.02
110	ROAD USE TAX FUND	28,859.93
121	LOCAL OPTION SALES TAX	23,577.00
167	REC CENTER TRUST FUND	188.00
200	DEBT SERVICE FUND	1,958,476.26
309	C.P. - CORRIDOR OF COMM.	237,126.74
311	C.P.-PARKS & RECREATION	452.70
313	C.P. - REC CENTER BLDG	3,405.00
314	C.P.-STREETS MAINT BLDG	17,766.85
350	C.P. - HOUSING FUND	11,670.00
600	WATER UTILITY FUND	21,945.13
602	WATER UTILITY CAP. IMP.	3,761.34
610	SEWER UTILITY FUND	19,171.50
620	STORM WATER UTILITY	571.00
850	MEDICAL INSURANCE FUND	10,098.88
	* PAYROLL EXPENSE	163,038.24

GRAND TOTAL 2,689,955.89

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-W

FROM: Brad Burke, Chief of Police

BB

DATE: June 10, 2021

RE: Renewal of License

The following establishments have applied for renewal of license:

Brothers On Main
529 North Main
Class "C" Liquor License with Sunday Sales

Baratta's Steakhouse
1730 Hwy 71 North
Class "C" Liquor License with Catering Privilege and Sunday Sales

RECOMMENDATION: Council consideration and approval of these applications.



CARROLL VOLUNTEER FIRE DEPT.

801 N. BELLA VISTA DR.
CARROLL, IOWA 51401

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

FROM: Greg Schreck, Fire Chief *GS*

DATE: June 14, 2021

SUBJECT: Appointment of 2021 Fire Department Officers

At the May 3, 2021 business meeting of the Carroll Fire Department, the resignation of Assistant Fire Chief Bob Shields was accepted. As a result of the vacancy in the Assistant Fire Chief's position, the following command staff adjustments have been made, subject to Council approval.

Dan Hannasch	Captain to Assistant Chief
Jeff Cullen	Lieutenant to Captain
Brad Warnke	Training Officer to Lieutenant
Brady Vanderberg	Firefighter to Training Officer

RECOMMENDATION: Mayor and Council consideration and approval of the Fire Department command staff changes, effective for the remainder of 2021.

GLS:ds

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: Jack Wardell, Director of Parks and Recreation *JW*
DATE: June 9, 2021
SUBJECT: Software as a Service & Professional Services Agreement One Year Extension

- Professional Services Agreement
- Resolution

FY 22: \$24,000.00

Five years ago, the decision was made to switch Recreation Programming to a new organization. The contract with Perfect Mind will expire July 1, 2021. The program has not gone exactly how we anticipated but great strides have been made the last two years. There are some reports staff is hoping to be able to get through Perfect Mind and once they are provided it would be our recommendation to the City Council to enter into a 4 or 5-year agreement with Perfect Mind. Some of the features we are currently receiving from Perfect Mind are:

- online registration for users
- a "1-stop-shop" for staff to look up everything (facility use, memberships, programs)
- communication/marketing to our users
- members can print off receipts and history of payments
- continue options of auto-deduct membership accounts
- CRO staff is able to "see" more information than before to assist callers, so not everything has to go through the office

Services staff would like to see in the next year:

- time-saving for staff (no longer excel sheets, error reduction)
- online facility viewing options (shelters, fields, rooms, etc.)
- be able to tie into door lock program city uses for the 24-hour fitness room

RECOMMENDATION: For Mayor and City Council consider and the approval of the one-year extension with Perfect Mind for the for the cost of \$25,704.00.

RESOLUTION _____

**RESOLUTION ACCPETING THE SOFTWARE AS A SERVICE &
PROFESSIONAL SERVICES AGREEMENT FOR THE CARROLL
RECREATION CENTER - 2021**

WHEREAS, a Software as a Service & Professional Services Agreement has been prepared with Perfect Mind Inc.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Carroll, Iowa, that the Software as a Service & Professional Services Agreement prepared with Perfect Mind Inc. – 2021 is accepted and approved upon review and acceptance by the City Attorney.

Passed and approved by the Carroll City Council this 14th day June 2021.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Eric P. Jensen, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

CONTRACT EXTENSION AGREEMENT

Dated the 18 day of May, 2021

B E T W E E N :

PERFECTMIND INC.
(“PerfectMind”)

– and –

CITY OF CARROLL
(the “Customer”)

WHEREAS:

- A. The Customer and PerfectMind entered into an agreement dated June 24, 2016 (the “Original Agreement”) for the provision of PerfectMind Software as a Service;
- B. The parties hereby agree to extend the term of the Original Agreement in accordance with the terms set out herein.

NOW THEREFORE, in consideration of the mutual covenants contained in this Extension Agreement and other consideration (the receipt and sufficiency of which are acknowledged), the parties agree as follows:

1. Definitions

1.1. Any capitalized term not expressly defined in this Extension Agreement shall have the meaning ascribed to it in the Original Agreement.

2. Extension

The Original Agreement will expire on July 1, 2021 (“Original Term”). Except to the extent otherwise provided in this Extension Agreement, the Original Agreement will be extended on the same terms and conditions for an additional one (1) year period (such period, the “Extended Term” and together with the Original Term, the “Term”), which will begin immediately on the expiry of the Original Term. At the expiration of the Extended Term, the Term will be automatically renewed for successive one year periods (each, an “Additional Term”) unless a party provides written notice to the other party of the first party’s intention not to renew, at least thirty days before the expiry of the then-current Term.

3. Fees

The Platform use fee during the Extended Term will be as set out in the payment schedule attached hereto in Exhibit A, payable by Customer in advance at the beginning of each 12 month period. The Platform use fee payable by Customer during any Additional Term will be the same as the fees for the last year during the prior term unless PerfectMind has given

Customer written notice of a pricing change at least 90 days before the end of such prior term, in which case the new fee will be effective upon renewal and thereafter.

4. Conflict

The provision of this Extension Agreement shall form part of the Original Agreement. Except to the extent otherwise amended in this Extension Agreement, all other terms and conditions of the Original Agreement shall remain the same, provided that in the event of a conflict between the provisions of this Extension Agreement and those of the balance of the Original Agreement, the terms and provisions of this Extension Agreement shall supersede those provisions of the balance of the Original Agreement with which they conflict.

TO WITNESS THEIR AGREEMENT, the parties have duly executed this Extension Agreement as of the date first above written.

PERFECTMIND INC.

CITY OF CARROLL

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

EXHIBIT A

Extended Term

Year Six (July 2, 2021 to July 1, 2022): \$25,704

City of Carroll

627 N. Adams Street

Carroll, Iowa 51401

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Mike Pogge-Weaver, City Manager *MPW*
FROM: Jack Wardell, Director of Parks and Recreation *JW*
DATE: June 10, 2021
SUBJECT: Graham Park Pickleball Court Complex – 2021
Change Order #1
Certificate of Substantial Completion

- Letter from FEH
- Change Order #1
- Certificate of Substantial Completion
- Punch List

The contractor, Pillar Inc., has substantially completed the Graham Park Pickleball Court Complex Project - 2021. The date of substantial completion was May 26, 2021. The original contract date of substantial completion is May 1, 2021.

The City was notified by the Midwest Track and Tennis that they will not start painting until after May 1 each year due to weather conditions in this area. The surface was completed first then the net poles were installed, the caulk base applied and grading of the exterior and general cleanup was completed by May 26, 2021. There is a punch list for this project and not all items have been completed at the time this memorandum was completed.

Attached to this memorandum is a letter from Matt Bayse with FEH Inc asking the city council to waive liquidated damages of \$250.00 per day and establish May 26 as the date of substantial completion.

RECOMMENDATION: Mayor and City Council consideration and acceptance of the Change Order #1 putting the substantial completion date as May 26, 2021 and the Certificate of Substantial Completion for the Graham Park Pickleball Court Complex Project - 2021.

June 9, 2021

Jack Wardell, Parks and Recreation Director
City of Carroll
627 N. Adams Street
Carroll, Iowa 51401

RE: Carroll Pickleball Courts
Change Order #1
FEH Project #2020001

Dear Jack:

Regarding the contract time for this project:

- Court surfacing was delayed in the fall of 2020 due to weather not conducive to installation of the surfacing as stated in the manufacturer's written technical instructions.
- Court surfacing was delayed until after May 1, 2021 due to non-conductive weather conditions and product limitations explained by the surfacing contractor.
- Surfacing work was commenced on May 3 and completed by Friday, May 7.
- Contractor then installed remaining items that could not be installed until after court surfacing was down.
- Contractor substantially completed work on May 26, 2021.

Due to these conditions, we recommend the contract time be extended 26 days to May 26, 2021. A change order will be prepared to document this contract change.

As always, let me know if you have questions.

Sincerely,

FEH DESIGN

Matthew J. Basye, AIA
Principal

Cc: Matt Klucas, VP
File

Enc.



FEH DESIGN

1201 4TH STREET, SUITE 201
SIOUX CITY, IOWA 51101

712 252 3889 P

FEHDESIGN.COM



AIA Document G704™ – 2017

Certificate of Substantial Completion

PROJECT: *(name and address)*
Pickleball Court Complex at Graham Park
Carroll, Iowa

CONTRACT INFORMATION:
Contract For: General Construction
Date: August 10, 2020

CERTIFICATE INFORMATION:
Certificate Number: 001
Date: June 8, 2021

OWNER: *(name and address)*
City of Carroll
627 N. Adams Street
Carroll, Iowa 51401

ARCHITECT: *(name and address)*
FEH DESIGN
1201 4th Street, Suite 201
Sioux City, Iowa 51101

CONTRACTOR: *(name and address)*
Piller, Inc.
318 Larson Drive
Huxley, Iowa 50124

The Work identified below has been reviewed and found, to the Architect's best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate.

(Identify the Work, or portion thereof, that is substantially complete.)

Project is complete with the following exceptions:

1. Gap between double gate panels must be corrected to Owner's satisfaction.
2. Damage to court surfacing must be repaired to Owner's satisfaction.

FEH DESIGN
ARCHITECT *(Firm Name)*


SIGNATURE

Matt Basye, AIA, Principal
PRINTED NAME AND TITLE

Wednesday, May 26, 2021 @ 5:00
pm (local time)
DATE OF SUBSTANTIAL COMPLETION

WARRANTIES

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.)

No exceptions

WORK TO BE COMPLETED OR CORRECTED

A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows:
(Identify the list of Work to be completed or corrected.)

See attached signed punchlist from the Contractor. Items not completed are listed above. Warranty for incomplete works begins on date of completion.

The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the list of items attached hereto within 10 (ten) days from the above date of Substantial Completion.

Cost estimate of Work to be completed or corrected: \$2,500.00

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:

(Note: Owner's and Contractor's legal and insurance counsel should review insurance requirements and coverage.)

Responsibility for items listed begins on the date/time of substantial completion listed above.

The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:

Pillar, Inc.		Matt Klucas, Vice President	
CONTRACTOR (<i>Firm Name</i>)	SIGNATURE	PRINTED NAME AND TITLE	DATE
City of Carroll, Iowa		Eric P. Jensen Mayor, City of Carroll	
OWNER (<i>Firm Name</i>)	SIGNATURE	PRINTED NAME AND TITLE	DATE



PICKELBALL COURT COMPLEX AT GRAHAM PARK
CARROLL, IOWA
FEH PROJECT NUMBER 2020001

PUNCH LIST FOR: PICKELBALL COURT

COMPLETED BY: Ron Speckmann - FEH, Matt Klucas

The following is a list of architectural items, which were observed to be incomplete or completed incorrectly at this time. The Contractor shall initial each item when completed and return a completed copy to this office when all items have been addressed.

Re-inspection Date 5-21-2021

CORRECTED		ITEM
YES	NO	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1. Provide all close-out documentation. <ul style="list-style-type: none"> a. Court surfacing Warranty – Manufacture's Standard Warranty b. Pickleball Equipment Warranty - Manufacture's Standard Warranty c. Contractor's Affidavit of Payment of Debts and Claims: AIA G706 d. Contractor's Affidavit of Release of Liens: AIA G706A e. Consent of Surety to Final Payment f. Signed-Off Punch List
<input checked="" type="checkbox"/>	<input type="checkbox"/>	2. Caulk base of all posts.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	3. Finish grading exterior around the perimeter of court.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	4. Install nets.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	5. General cleaning of courts and fencing.
<input type="checkbox"/>	<input type="checkbox"/>	6. Adjust West gate so gap between gate leafs is closer so ball cannot roll through.

Please place a check in the space provided as each task is completed and return a copy to this office. A copy of this Report shall be placed in the "Project Summary Manual" as part of the Contract closeout documentation.

The satisfactory completion of these items shall in no way relieve the Contractor(s) of any Contract responsibility, which is neither complete nor listed above.

Call if you have any questions.

Sincerely,

FEH DESIGN

Ron Speckmann

CC: File

___ ___ ___ Court surface repairs (2 locations)

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 *WSP-w*
FROM: Jack Wardell, Director of Parks and Recreation *JW*
DATE: June 6, 2021
SUBJECT: Lease Agreement – Merchants Park – Iowa High School Athletic Association – State Baseball Tournament – 2021

➤ Lease Agreement – Merchants Park Stadium

Advocates of baseball along with Carroll Community School and Carroll Kuemper Administration had sent a letter to the Iowa High School Athletic Association to have Merchants Stadium be considered as a host community for the boy's baseball state tournament.

Since then, the city along with other groups have met with the Iowa High School Athletic Association administration to discuss the possibilities of tournaments for Class 1A and Class 2A to be held this summer at Merchants Park.

The City Attorney has drafted and reviewed the attached lease agreement for the City Council consideration. The highlights of the agreement are:

- IHSAA is willing to pay a \$400 per game fee (14 games) for use of Merchant Park.
- IHSAA is willing to give a \$1,000 stipend to be used at City of Carroll's discretion for costs related to the State Baseball Tournament (e.g., site supervisor, grounds personnel, etc.)
- IHSAA is willing to permit sales of Merchant Park apparel so long as it does not include any reference to the 2021 state baseball tournament. Fine Designs is the official merchandising partner of IHSAA and will sell all State Tournament related apparel.
- IHSAA would agree to City of Carroll collecting parking revenue (I suggested VIP parking for a charge)

RECOMMENDATION: To have the Mayor and City Council consider and approve the resolution and to have the Mayor sign the lease agreement with Iowa High School Athletic Association.

RESOLUTION NO. _____

**A RESOLUTION APPROVING AGREEMENT WITH IOWA HIGH SCHOOL
ATHLETIC ASSOCIATION**

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

WHEREAS, the Merchants Park Lease is attached hereto as Exhibit "A"; and

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

NOW, THEREFORE, BE IT RESOLVED that the Merchants Park Lease, attached as Exhibit "A", be authorized and approved, and that the Mayor and City Clerk are authorized to execute the contract on behalf of the City of Carroll.

PASSED AND APPROVED by the City Council of the City of Carroll, Iowa, this _____ day of June, 2021.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

BY: _____
Eric P. Jensen, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

MERCHANTS PARK LEASE

THIS AGREEMENT made and entered into this _____ day of June, 2021, by and between the City of Carroll, Iowa (City) and Iowa High School Athletic Association (IHSAA).

The parties agree as follows:

1. **PREMISES AND TERM.** The City leases to the IHSAA, Merchants Park in Carroll, Iowa, together with all improvements thereon, and all rights, easements and appurtenances thereto, upon the condition the IHSAA performs as provided herein, regarding the 2021 Iowa High School State Baseball Tournament scheduled to be played on July 27-30, 2021.

After the 2021 tournament is completed the IHSAA shall notify the City, if it has interest to lease the stadium for future year(s) and provide future dates of the tournament. The Parties may then negotiate a new Lease.

2. **RENT.** The IHSAA agrees to pay the City as rent: Five Thousand Six Hundred Dollars (\$5,600.00) and other good and valuable consideration, payable in advance of July 26, 2021. In addition to the above rent, IHSAA agrees to pay the City \$1,000 to be used for City personnel, supplies, or other uses related to the Iowa State Baseball Tournament.

3. **POSSESSION.** The IHSAA shall be entitled to possession on July 26, 2021, and shall yield possession to the City on August 1, 2021.

4. **USE.** The IHSAA shall use the premises only for the Iowa High School State Baseball Tournament, on the above dates.

5. **CARE AND MAINTENANCE.**

a) The IHSAA takes the premises As Is.
b) The City shall maintain the premises.
c) IHSAA shall not permit nor allow the premises to be damaged or depreciated in value by any act, omission to act or negligence of itself, its agents or employees.

6. **UTILITIES.** The City shall provide and pay for all utilities which may be used on the premises. The City shall not be liable for damages for failure to provide, or for any disruption of utilities arising from causes beyond the control of the City, provided the City uses reasonable diligence to resume such services.

7. **CONCESSIONS.** The City shall contract for all beverage and food concessions during games and will retain profits or make other arrangements for distribution of profits.

8. **ADMISSIONS AND IHSAA STAFF.** The City shall provide staff at the entrance for collection of admission. IHSAA staff shall be available throughout the stadium and during games for assistance to the public in case of need or emergency.

The IHSAA will make no unlawful use of the premises and agrees to comply with all Federal, State and local laws.

9. **PARKING.** The City shall be responsible for orderly parking adjacent to the stadium and the collection of a reasonable fee, if any. The parking fee shall be retained by the City, if determined a fee is to be charged.

10. **APPAREL.** IHSAA shall sell official State Baseball Tournament merchandise and retain all proceeds. Sales of Merchants Park merchandise is permitted; however, no reference to the State Baseball Tournament is allowed on Merchants Park apparel.

11. **SURRENDER.** Upon the termination of this lease, IHSAA shall surrender the premises to the City in good and clean condition, except for ordinary wear and tear or damage without fault or liability of IHSAA.

12. **ASSIGNMENT AND SUBLETTING.** No assignment or subletting, shall be effective without the prior written consent of the City.

13. **INSURANCE.**

a) **PROPERTY INSURANCE.** The City and IHSAA agree to insure their respective real and personal property for the full insurable value. Such insurance shall cover losses included in the Insurance Services Office Broad Form Causes of Loss.

b) **LIABILITY INSURANCE,** IHSAA shall obtain commercial general liability insurance in the amounts of \$2,000,000 liability insurance for each occurrence and \$5,000,000 liability insurance as aggregate. This policy shall be endorsed to include the City as an additional insured and proof provided to City 30 days prior to lease beginning.

14. **LIABILITY FOR DAMAGE.** Each party shall be liable to the other for all damage to the property of the other negligently, recklessly or intentionally caused by that party (or their agents, employees or invitees).

15. **INDEMNITY.** Except for any negligence of the City, IHSAA will protect, defend, and indemnify the City from and against any and all loss, costs, damage and expenses occasioned by, or arising out of, any accident or other occurrence causing or inflicting injury or damage to any person or property, happening or done in, upon or about the premises or due directly or indirectly to the tenancy, use or occupancy there, or any part thereof by IHSAA or any person claiming through or under IHSAA.

16. **DAMAGES.** In the event of damage to the premises, so that IHSAA is unable to conduct the tournament on the premises, this lease may be terminated at the option of either party. Such termination shall be effected by notice of one party to the other and both parties shall thereafter be released from all future obligations hereunder.

17. **MECHANICS' LIENS.** Neither IHSAA, nor anyone claiming by, through, or under IHSAA, shall have the right to file any mechanic's lien against the premises. IHSAA shall give notice in advance to all contractors and subcontractors who may furnish, or agree to furnish, any material, service or labor for any improvement on the premises.

The IHSAA shall not incur any expense on behalf of the City nor is the IHSAA authorized in any fashion to contract with third parties on behalf of the City.

18. DEFAULT, NOTICE OF DEFAULT AND REMEDIES.

EVENTS OF DEFAULT

Each of the following shall constitute an event of default by the IHSAA; 1) Failure to pay rent when due; 2) failure to observe or perform any duties, obligations, agreements, or conditions, imposed on the IHSAA pursuant to the terms of the lease; 3) abandonment of the premises.

REMEDIES

In the event the IHSAA has not remedied a default in a timely manner following a Notice of Default, the City may proceed with all available remedies at law or in equity, including but not limited to the following: 1) Termination. The City may declare this lease to be terminated and shall give the IHSAA a written notice of such termination. In the event of termination of this lease, the City shall be entitled to prove claim for and obtain judgment against the IHSAA for the balance of the rent agreed to be paid for the term herein provided, plus all expenses of the City in regaining possession of the premises and the reletting thereof, including attorney's fees and court costs, crediting against such claim, however, any amount obtained by reason of such reletting; 2) Forfeiture. If a default is not remedied in a timely manner, the City may then declare this lease to be forfeited and shall give IHSAA a written notice of such forfeiture, and may, at the time, give IHSAA the notice to quit provided for in Chapter 648 of the Code of Iowa.

19. **ADVERTISING.** Advertising, such as signs, banners, tarps, flags, fence coverings or any other display of advertising is prohibited unless agreed upon by the parties. The City may decorate the exterior wrought iron fence with red, white and blue bunting or other non-advertising enhancements.

20. **NOTICES AND DEMANDS.** All notices shall be given to the parties hereto at the addresses designated unless either party notifies the other, in writing, of a different

address. Without prejudice to any other method of notifying a party in writing or making a demand or other communication, such notice shall be considered given under the terms of this lease when it is deposited in the U.S. Mail, registered or certified, properly addressed, return receipt requested and postage prepaid.

21. **PROVISIONS BINDING.** Each and every covenant and agreement herein contained shall extend to and be binding upon the respective successors, heirs, administrators, executors and assigns of the parties hereto.

22. **CERTIFICATION.** The IHSAA certifies that it is not acting, directly or indirectly, for or on behalf of any person, group, entity or nation named by any Executive Order or the United States Treasury Department as a terrorist, "Specially Designated National and Blocked Person" or any other banned or blocked person, entity, nation or transaction pursuant to any law, order, rule or regulation that is enforced or administered by the Office of Foreign Assets Control; and it is not engaged in this transaction, directly or indirectly on behalf of, or instigating or facilitation this transaction, directly or indirectly on behalf of, any such person, group, entity or nation. The IHSAA hereby agrees to defend, indemnify and hold harmless the City from and against any and all claims, damages, losses, risks, liabilities and expenses (including attorney's fees and costs) arising from or related to any breach of the foregoing certification.

CITY OF CARROLL, IOWA

IOWA HIGH SCHOOL ATHLETIC
ASSOCIATION

By: _____

Eric P. Jensen, Mayor
627 N Adams Street
Carroll, IA 51401

LANDLORD

By: _____

Tom Keating, Executive Director
1605 Story Street
Boone, IA 50036

TENANT

ATTEST:

By: _____

Laura Schaefer, Clerk

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, Finance Director/City Clerk *LAS*
DATE: June 9, 2021
SUBJECT: Annual Property & Liability Insurance Renewal

The City's property, liability and worker's compensation insurance is due for renewal on July 1, 2021. Attached is a comparison of premiums for the upcoming year and the past two years. All coverage is through Mid-Iowa Insurance (ICAP and IMWCA).

The total cost is \$308,749.00 which is \$53,720.50 more than the previous year. There are a number of reasons for the increase in premium this year as discussed below:

1. For many years, ICAP has given their members a credit as a way to pay back their members for good years of operations. However, the derecho that moved across the state on August 10, 2020, hit many cities hard. ICAP decided not to give a credit as many claims were paid to repair cities after the derecho.
2. Per information received from Mid-Iowa Insurance, ICAP rates the City's liability premium based upon the city's upcoming budgeted expenses and a five-year loss ratio. Typically, the city's budgeted expenses increase each year.
3. Property insurance typically goes up each year as the building values are increased to help cover for cost of construction inflation.
4. The worker's compensation premium increased due mainly to an overall increase in payroll expense. The new code enforcement officer position is included in this FY 22 premium. Worker's compensation insurance is also based on other factors including an experience mod factor. The mod is based upon many things including the number and severity of claims. The City's mod factor did decrease from 0.73 to 0.72 for this renewal. However, based upon our worker compensation case experience this past year, we do anticipate the experience mod factor to increase next year. At this time, we do not know how much it will increase.

Currently, the City has \$5 million of liability coverage. City staff requested a quote to increase the liability coverage in \$1 million increments. For an additional \$1 million of liability coverage, this year it would cost an additional \$1,435 from what is currently presented on the attached comparison. Per information received from Mid-Iowa Insurance, a majority of cities of comparable size to Carroll that are covered by ICAP have \$5 million of liability coverage. Council has the option to change liability limits any year or leave the same.

These insurance renewal premiums are more than the FY 2022 budget amount of \$292,129.00. The City can either use General Fund reserve balances to cover the difference or ask for taxes in FY 2023. These options will be evaluated when preparing the FY 2023 budget.

The premiums are due July 1. As in the past, we are requesting Council consideration and approval to pay the premiums on July 1, 2021 out of the FY 2021/2022 budget.

RECOMMENDATION: Council discussion and action of the following:

1. Decision to increase the limit liability or leave the same.
2. Approval of the attached resolution approving contracts for property, liability and worker's compensation insurance coverage which includes payment of premiums on July 1, 2021 and appoint City Manager Mike Pogge-Weaver and City Clerk/Finance Director Laura Schaefer as contacts to act as liaisons between the City and ICAP.

RESOLUTION NO. _____

**A RESOLUTION APPROVING CONTRACTS FOR LIABILITY, PROPERTY AND
WORKER COMPENSATION INSURANCE COVERAGES**

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

WHEREAS, it is determined that the approval of contracts with Iowa Community Assurance Pool (ICAP) for liability and property insurance coverage and with Iowa Municipal Workers Compensation Association (IMWCA) for worker compensation insurance coverage effective July 1, 2021 to June 30, 2022 is in the best interest of the City of Carroll, Iowa;

WHEREAS, City Manager Mike Pogge-Weaver is appointed as the primary contact and City Clerk/Finance Director Laura Schaefer is appointed as the alternate contact to act as liaisons between the City of Carroll and ICAP for purposes of relating risk reduction and loss control information, and any other loss information or instructions concerning the obligations of the City imposed by signing the Iowa Risk Management Agreement.

NOW, THEREFORE, BE IT RESOLVED that the contracts with Iowa Community Assurance Pool (ICAP) for liability and property insurance coverage and with Iowa Municipal Workers Compensation Association (IMWCA) for worker compensation insurance coverage be authorized and approved and appoint City Manager Mike Pogge-Weaver and City Clerk/Finance Director Laura Schaefer as contacts to act as liaisons between the City and ICAP.

PASSED AND APPROVED by the City Council of the City of Carroll, Iowa, this 14th day of June, 20.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

BY: _____
Eric P. Jensen, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

CITY OF CARROLL

Premium Comparison

	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>
Iowa Community Assurance Pool (ICAP)			
General Liability	\$ 67,404.00	\$ 69,818.00	\$ 79,649.00
Auto Liability	\$ 11,664.00	\$ 11,995.00	\$ 12,049.00
Auto Physical Damage	\$ 17,981.00	\$ 19,403.00	\$ 20,093.00
Public Officials Liability	\$ 3,549.00	\$ 3,632.00	\$ 3,995.00
Police Professional	\$ 5,800.00	\$ 5,800.00	\$ 6,960.00
Sub-Total:	\$ 106,398.00	\$ 110,648.00	\$ 122,746.00
Less Credit:	<u>\$ (19,005.13)</u>	<u>\$ (14,482.50)</u>	<u>\$ -</u>
Total:	\$ 87,392.87	\$ 96,165.50	\$ 122,746.00
ICAP PROPERTY (including Inland Marine and boiler coverage)	\$ 109,834.00	\$ 113,651.00	\$ 133,407.00
Iowa Municipal Workers Comp. Assoc.			
Worker's Compensation	\$ 53,528.00	\$ 48,050.00	\$ 52,596.00
Audit Adjustment	<u>\$ 1,419.00</u>	<u>\$ (2,838.00)</u>	<u>to be adjusted</u>
Total:	\$ 54,947.00	\$ 45,212.00	\$ 52,596.00
Phoenix Aviation			
Airport Liability	<u>\$ 3,956.00</u>	<u>\$ -</u>	<u>\$ -</u>
TOTAL PREMIUM:	\$ 256,129.87	\$ 255,028.50	\$ 308,749.00

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 *MSPW*

FROM: Randall M. Krauel, Director of Public Works *RMA*

DATE: June 9, 2021

SUBJECT: Street Restoration - 2021

- Public Hearing on Plans, Specifications, Form of Contract and Estimated Cost
- Resolution Adopting Plans, Specifications, Form of Contract and Estimated Cost

Plans, specifications, form of contract and estimated cost for the Street Restoration – 2021 project have been filed by JEO Consulting Group, Inc. The plans, specifications, form of contract and estimated cost are generally described as follows:

PLANS

The plans detail street restoration work, including full-depth concrete patching and associated work at the following locations:

<u>Street</u>	<u>From</u>	<u>To</u>
W. 6 th Street	Quint Avenue	U.S. 30
Quint Avenue	U.S. 30	10 th Street
W. 20 th Street	21 st Street	Calvin Street
Le Clark Road	Burgess Avenue	U.S. 30
Radiant Road	Burgess Avenue	U.S. 30

The plans also detail construction of a sidewalk and associated work along Timberline Road and Main Street from 111 Timberline Road to 447 S. Main Street.

SPECIFICATIONS

The specifications further detail construction of the planned improvements. Specifications are the Statewide Urban Standard Specifications plus Supplemental Specifications and Special Provisions.

FORM OF CONTRACT

This contract is the Statewide Urban Standard form.

Street Restoration - 2021
Public Hearing . . . Estimated Cost
Resolution Adopting . . . Estimated Cost
June 9, 2021
Page 2

ESTIMATED COST

The estimated construction cost of the project is \$590,000.00.

Based on the construction cost estimate, the current project cost estimate is as follows:

Design	\$ 35,000.00
Construction	<u>\$590,000.00</u>
Total Project Cost	\$625,000.00

Funding for the roadway portion of the project currently is anticipated as follows:

LOST, F.Y. 20-21	\$ 75,000.00
LOST, F.Y. 21-22	\$425,000.00
Road Use Tax, F.Y. 21-22	\$100,000.00
Storm Water Utility, F.Y. 21-22	<u>\$100,000.00</u>
Current Anticipated Roadway Funding	\$700,000.00

Funding for the Timberline Road – Main Street sidewalk is anticipated to be in addition to the above Total Anticipated Roadway Funding.

The project schedule is anticipated as follows:

Bid Receipt	July 7, 2021
Bid/Contract Award	July 12, 2021
Construction Completion	November 15, 2021

RECOMMENDATION: Mayor and City Council conduction of the required public hearing and consideration of adoption of the plans, specifications, form of contract and estimated cost for the Street Restoration – 2021 project.

RMK:ds

attachment

RESOLUTION NO. _____

RESOLUTION ADOPTING THE PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATED COST FOR THE STREET RESTORATION – 2021 PROJECT.

WHEREAS, plans, specifications, form of contract and estimated cost were filed for the construction of public improvements described in general as Street Restoration - 2021; and,

WHEREAS, a public hearing on the plans, specifications, form of contract and estimated cost for said public improvements was conducted by the City Council; and,

WHEREAS, the City Council has determined that the plans, specifications, form of contract and estimated cost are 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 said plans, specifications, form of contract and estimated cost are hereby adopted as the plans, specifications, form of contract and estimated cost for said public improvements, as described in the preamble of this Resolution.

Passed and approved by the Carroll City Council this 14th day of June, 2021.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Eric P. Jensen, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

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: June 6, 2021
SUBJECT: Plans, Specifications, Form of Contract and Estimate
of Cost – Northeast Park Parking Lot Improvements - 2021

- Public Hearing on Plans, Specifications, Form of Contract and Estimate of Cost
- Resolution Adopting Plans, Specifications, Form of Contract and Estimate of Cost

Plans, Specifications, Form of Contract and Estimate of Cost for the Northeast Park Parking Lot Improvements – 2021 project have been filed by Shive-Hattery, Inc. The Plans, Specifications, Form of Contract and Opinion of Cost are generally described as follows:

PLANS

The plans detail parking lot and sidewalk improvements adjacent to the existing playground and Miracle Field at the Northeast Park in Carroll, IA. Associated earthwork and detention basin for park amenities is included in project scope.

SPECIFICATIONS

The specifications further detail the construction of the planned improvements.

FORM OF CONTRACT

The standard form of contract is the AIA Document A101.

OPINION OF COST

The opinion of cost by Shive-Hattery, Inc for the Northeast Park Parking Lot Improvements base bid is \$378,789 with Alternate 1 Parking Expansion - \$36,224.

RECOMMENDATION: Mayor and City Council consideration, conduction of the required public hearing and passage and approval of the Resolution Adopting the Plans, Specifications, Form of Contract and Opinion of Cost for the Northeast Park Parking Lot Improvements.

RESOLUTION NO. _____

RESOLUTION ADOPTING THE PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COST FOR THE NORTHEAST PARK PARKING LOT IMPROVEMENTS PROJECT - 2021

WHEREAS, Plans, Specifications, Form of Contract and Estimate of Cost prepared by Shive-Hattery Inc. were filed for the construction of public improvements described in general as Northeast Park Parking Lot Improvements project; and,

WHEREAS, notice of public hearing on the Plans, Specifications, Form of Contract and Estimate of Cost for said public improvements was published as required by law.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CARROLL, IOWA, that said Plans, Specifications, Form of Contract and Estimate of Cost are hereby adopted as the Plans, Specifications, Form of Contract and Estimate of Cost for said public improvements, as described in the preamble of this Resolution.

Passed and approved by the Carroll City Council this 14th day of June, 2021.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Eric P. Jensen, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

**CITY OF CARROLL NORTHEAST PARK
COST OPINION - PARKING LOT IMPROVEMENTS**

#	ITEM DESCRIPTION	QUANTITY	UNITS		UNIT COST		TOTAL COST	
Parking Lot								
1	Mobilization	1	LS	*	\$15,000	=	\$15,000	
2	Construction Survey/Staking	1	LS	*	\$3,000	=	\$3,000	
3	Tree Removal	15	EA	*	\$300	=	\$4,500	
4	Earthwork	1	LS	*	\$25,000	=	\$25,000	
5	Erosion Control	1	LS	*	\$4,000	=	\$4,000	
6	Subgrade Prep	2,701	SY	*	\$12	=	\$32,412	
7	6" PCC Paving, Parking Lot	2,070	SY	*	\$65	=	\$134,543	
8	5" PCC Paving, Sidewalk	423	SY	*	\$60	=	\$25,403	
9	Detectable Warnings	32	SF	*	\$50	=	\$1,600	
10	Pavement Striping & Symbols	1	LS	*	\$7,000	=	\$7,000	
11	Parking Stops	12	EA	*	\$300	=	\$3,600	
12	Storm Sewer	341	LF	*	\$65	=	\$22,165	
13	Storm Flared End Section	3	EA	*	\$3,000	=	\$9,000	
14	Storm Structure/Manhole	3	EA	*	\$6,000	=	\$18,000	
15	Storm Subdrain	155	LF	*	\$40	=	\$6,200	
SUBTOTAL							=	\$311,423
DESIGN AND CONSTRUCTION CONTINGENCY (10%)							=	\$31,142
TOTAL BASE BID COST							=	\$342,566
Bid Alternate 1 - Parking Expansion								
1	Earthwork	1	LS	*	\$5,000	=	\$5,000	
2	Subgrade Prep	374	SY	*	\$12	=	\$4,487	
3	6" PCC Paving, Parking Lot	324	SY	*	\$65	=	\$21,044	
4	5" PCC Paving, Sidewalk	40	SY	*	\$60	=	\$2,399	
SUBTOTAL							=	\$32,931
DESIGN AND CONSTRUCTION CONTINGENCY (10%)							=	\$3,293
TOTAL BID ALTERNATE 1 COST							=	\$36,224
TOTAL BASE BID + ALTERNATE 1 COST							=	\$378,789

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 *WWTP-w*
FROM: Randall M. Krauel, Director of Public Works *RMK*
DATE: June 9, 2021
SUBJECT: Carroll County Solid Waste Management Commission
Wastewater Treatment Agreement
Waiver Request

The Carroll County Solid Waste Management Commission (Commission) currently discharges wastewater to the City's Wastewater Treatment Plant (WWTP) under a Treatment Agreement with the City. The Treatment Agreement limits the wastewater discharge volume and organic loading to the City's WWTP. The Commission frequently violates the discharge limits of the Agreement.

The Commission, through their consultant Foth Infrastructure & Environment, LLC (Foth), has requested a temporary waiver to the BOD loading limits included in the Agreement. The temporary waiver request is for a period of 12 months to reduce or eliminate Iowa Department of Natural Resources (DNR) Notices of Violation during which time the Commission proposes to work with the City to establish a solution that works for both parties.

The temporary waiver increases requested are as follows:

- Increase the monthly average BOD effluent limit from 50 lbs/day to 200 lbs/day.
- Increase the daily maximum BOD effluent limit from 50 lbs/day to 500 lbs/day.

A Data Evaluation & Temporary Waiver Request dated February 8, 2021, prepared by Foth is attached. Accompanying the Evaluation and Request were approximately 70 pages of supporting information. Those are available for review but not included here.

The City requested that Veenstra & Kimm, Inc. (V & K) prepare a response to the Commission's requested increase in Treatment Agreement capacity. A copy of the V & K response is attached. The conclusions included in the response are summarized as follows:

- The City cannot grant the Commission's request without altering the allocated BOD treatment capacity for domestic & commercial users or non-Commission Significant Industrial User or without rerating the WWTP BOD treatment capacity through the DNR.

- The City could temporarily increase the Commission's Treatment Agreement limits from 50 lbs/day to 150 lbs/day for the 30-day average limit and from 50 lbs/day to 250 lbs/day for the maximum day limit.
- The City could grant the 150 lbs/day and 250 lbs/day temporary limits for a 12-month period while working with the DNR to rerate the WWTP BOD treatment capacity.

RECOMMENDATION: Mayor and City Council consideration of denial of the Commission request for a temporary waiver to the Treatment Agreement for increased BOD limits and continue to work with the Commission to establish a solution that works for both parties.

RMK:ds

attachments (2)



411 6th Avenue SE, Suite 400
Cedar Rapids, IA 52401
(319) 365-9565
www.foth.com

February 8, 2021

Randy Krauel and Sean Kleespies
City of Carroll
112 East 5th Street
Carroll, IA 51401-2799

RE: Data Evaluation & Temporary Waiver Request
Carroll County Solid Waste Management Commission

Dear Mr. Krauel and Mr. Kleespies:

On behalf of the Carroll County Solid Waste Management Commission (Commission), Foth Infrastructure & Environment, LLC (Foth) is submitting an evaluation of the Carroll County Landfill's leachate effluent volume and loading on the City of Carroll's wastewater treatment plant (WWTP) operations. This evaluation is based on data provided by the City of Carroll and the Commission's lift station flow meter. Graphs depicting flow, biochemical oxygen demand (BOD), ammonia, and total kjeldahl nitrogen (TKN) are provided in Figures 1-16 of Attachment 1. The Commission submitted two data requests to the City of Carroll regarding WWTP influent and effluent flow and concentrations, treatment operations, and plant design capacity. The data provided by the City of Carroll in response to these two data requests are included in Attachment 2. The Commission's leachate effluent flow, BOD, ammonia, and TKN data collected between January 2016 and October 2020 is provided in Attachment 3.

In addition, this letter includes a temporary waiver request for the Commission's Industrial User Agreement with the City of Carroll, as supported by this evaluation.

WWTP Background Information

The background information in this section is reiterated from the second data request responses provided by the City of Carroll. The WWTP was constructed in 1969, with the last major reconstruction occurring in 2005. For wastewater treatment, the WWTP utilizes an activated sludge process. The activated sludge process has limited nutrient removal capability consisting of nitrification without denitrification. Alkalinity is not injected into the wastewater. The City of Carroll indicated that there is no particular bottleneck or limiting feature in the WWTP, and the WWTP satisfactorily treats the design flows and loadings. Currently, there are no plans to expand or increase the design capacities of the WWTP.

The WWTP's influent design capacities for flow, BOD, and TKN are provided in Table 1.

Table 1 – WWTP Influent Design Capacity

Parameter	Design Capacity
Influent Flow	4.20 MGD
Influent BOD Loading	4,735 lbs/day
Influent TKN Loading	1,021 lbs/day

MGD = million gallons per day
lbs/day = pounds per day

Flow

Figures 1 and 2 depict the WWTP influent flows compared to the plant design capacity of 4.20 MGD from January 2016 through October 2020. Based on the average daily influent flow per month, the WWTP is using approximately 40% of the plant design capacity. Review of the maximum daily influent flows per month identified seven months between January 2016 and October 2020 where the maximum influent flows per month exceeded the plant design capacity.

Figures 3 and 4 depict the contribution of leachate effluent flow to the WWTP influent flow and usage of the plant design capacity for flow. Landfill leachate is not a major contributor to the volume of wastewater treated at the WWTP. Both the average and maximum daily leachate effluent flows per month comprised less than 2.4% of the influent flow and less than 1.7% of the plant design capacity.

Between January 2016 and October 2020, average daily leachate effluent flow ranged from 0.001-0.04 MGD, with maximum daily leachate effluent flow up to 0.07 MGD. The Commission's Industrial User Agreement with the City of Carroll has established a maximum daily flow limit of 0.05 MGD, which is 1.2% of the plant design capacity. While the maximum daily flow limit of the Industrial User Agreement was exceeded 13 times or 0.74% between January 2016 and October 2020, the exceeding flows were 0.05-0.07 MGD and comprised only 1.2-1.7% of the plant design capacity. This indicates that the 13 leachate effluent exceedances of the Industrial User Agreement were not impacting WWTP influent flow capacity.

BOD

Figure 5 depicts WWTP influent BOD concentrations, in milligrams per liter (mg/L), from January 2016 through October 2020. Average and maximum daily influent BOD concentrations per month were typically between 100-450 mg/L, with a maximum daily influent concentration per month of 615 mg/L. While fluctuation occurred from month to month, there was no obvious trend in the influent BOD concentrations.

Figure 6 depicts the WWTP influent BOD loading compared to the plant design capacity of 4,735 lbs/day. Based on the average daily influent BOD loading per month, the WWTP is using approximately 2,500 lbs/day or 53% of the plant design capacity. In addition, 85% of the time, the average daily influent BOD loading per month is less than 3,000 lbs/day or approximately 65% of the plant design capacity. Review of the maximum daily influent BOD loading per month identified nine months between January 2016 and October 2020 where the maximum daily influent BOD loading per month exceeded the plant design capacity. During maximum BOD loadings, the WWTP averages approximately 80% usage of the plant design capacity.

Figure 7 depicts leachate effluent BOD concentrations, in mg/L, from January 2016 through October 2020. A shift was identified starting with the 2018 BOD concentrations. In 2016 and 2017, BOD concentrations ranged from 80-902 mg/L with an average concentration of 425 mg/L. From January 2018 through October 2020, BOD concentrations ranged from 17-5,883 mg/L with an average concentration of 1,024 mg/L. With exception of the September 2020 concentration, no obvious trend within the 2018-2020 concentrations was identified. This indicates that further increases in BOD concentrations are not evident at this time. Comparison of the leachate effluent to WWTP influent concentrations, in mg/L, indicates that the impact of the leachate BOD concentrations are marginal in increasing the BOD concentrations for the WWTP influent.

Figure 8 depicts leachate effluent BOD loading, in lbs/day, from January 2016 through October 2020. Leachate effluent BOD loading shows a similar shift starting in 2018. In 2016 and 2017, average daily leachate BOD loading per month ranged from 1.7 to 91 lbs/day with an average loading of 20 lbs/day. From January 2018 through October 2020, average daily leachate BOD loading per month ranged from 0.3-448 lbs/day with an average loading of 71 lbs/day. Note that the maximum daily leachate BOD loading per month ranged from 2.3 to 366 lbs/day with an average of 75 lbs/day in 2016 and 2017 to a range of 1.6-734 lbs/day with an average of 218 lbs/day from January 2018 through October 2020.

The Commission’s Industrial User Agreement with the City of Carroll has established average and maximum daily BOD loading limits of 50 lbs/day, which is 1.1% of the plant design capacity. The permit BOD loading limit of 50 lbs/day was exceeded 25% of the time during January 2016 to October 2020, or 430 days.

Figures 9 and 10 depict the contribution of leachate effluent BOD loading to the WWTP influent loading and usage of the plant design capacity for BOD loading. Except for October 2019 and September 2020, average daily leachate effluent BOD per month comprised less than 5% of the plant design capacity. Maximum daily leachate effluent BOD per month comprised up to 15.5% of the plant design capacity.

Table 2 – Capacity Exceedances for Maximum Daily WWTP Influent BOD Loading

Date	WWTP Influent	Leachate Effluent	
	Fraction of Maximum BOD Loading to Design Capacity (%)	Maximum Daily BOD Loading (lbs/day)	Fraction of Maximum BOD Loading to Design Capacity (%)
May-2016	104%	26.57	0.6%
Nov-2017	112%	3.42	0.1%
Mar-2018	182%	5.73	0.1%
Jun-2018	112%	636.21	13.4%
Jul-2018	106%	361.79	7.6%
Aug-2018	121%	167.06	3.5%
Dec-2018	118%	1.87	0%
Sep-2019	118%	715.43	15.1%

As shown on Table 2, during the design capacity exceedances for maximum daily WWTP influent BOD loading in May 2016, November 2017, March 2018, and December 2018, maximum daily leachate effluent BOD loading was below the permitted 50 lbs/day and comprised less than 1% of the BOD loading. This indicates that leachate effluent BOD loadings were not contributing to the WWTP influent BOD loading exceedances during these months. For the remaining four exceedances, maximum daily leachate effluent BOD loading contributed between 3.5-15.1% of the plant design capacity, indicating that leachate effluent was having an impact on BOD treatment capacity. However, it is noted that the maximum daily WWTP influent BOD loadings during these months was close to or exceeded 100% of the plant design capacity without the leachate effluent contribution. This indicates that there were other sources contributing to the maximum daily WWTP influent BOD loading exceedances.

Review of the daily leachate effluent BOD loadings provided in Attachment 3 indicated that 80% of the daily BOD loadings were less than 66 lbs/day or 1.4% of the plant design capacity; 90% of the daily BOD loadings were less than 120.64 lbs/day or 2.5% of the plant design capacity; and 97% of the daily BOD loadings were less than 275.71 lbs/day or 5.8% of the plant design capacity. For average daily leachate effluent BOD loading per month, landfill leachate is not a major contributor to the plant design capacity for BOD loading. However, as noted in previous paragraphs, the maximum daily leachate effluent BOD loadings may be having more of an impact on BOD loading capacity.

As a final example, the overall average leachate effluent BOD loading from January 2016 to October 2020 was 50.38 lbs/day compared to the overall average WWTP influent BOD loading of 2,492.97 lbs/day. Therefore, leachate effluent BOD loadings are approximately 2% of the WWTP influent loading, on average. As previously mentioned, the WWTP utilizes 53% of the plant design capacity on average and during maximum daily influent BOD loadings; the WWTP averages 80% of the plant design capacity. While maximum leachate effluent BOD loadings up to 15.5% of the plant design capacity have been identified, leachate effluent BOD loading is less than 6% of the plant design capacity 97% of the time. In most cases, including maximum, leachate BOD loadings do not contribute to an exceedance of the WWTP design capacity for BOD loading.

The City of Carroll did not identify exceedances of their carbonaceous biochemical oxygen demand (CBOD) effluent limit, indicating that the WWTP satisfactorily treats the BOD loadings such that surface water discharges comply with their National Pollutant Discharge Elimination System (NPDES) permit. Note that CBOD represents dissolved oxygen depletion from carbonaceous sources only and BOD represents dissolved oxygen depletion from both carbonaceous and nitrogenous sources.

Ammonia and Total Kjeldahl Nitrogen

Figure 11 depicts WWTP influent ammonia concentrations, in mg/L, from January 2016 through October 2020. Ammonia data was not available for 2017-2019. Average and maximum daily influent ammonia concentrations per month were typically between 10-50 mg/L, with a maximum daily influent concentration per month of 58 mg/L. Due to the limited data, trend evaluation is not possible; however, the 2020 ammonia concentrations appear to indicate an increase in concentrations.

Figure 12 depicts the WWTP influent ammonia loading. Since the plant design capacity is based on TKN, which consists of ammonia plus organic nitrogen, comparisons were not made between influent ammonia and the plant design capacity for TKN. Average and maximum daily influent ammonia loading per month typically ranged between 150-400 lbs/day, with a maximum daily influent loading per month of 440 mg/L.

Figure 13 depicts leachate effluent ammonia and TKN concentrations, in mg/L, from January 2016 through October 2020. Ammonia concentrations ranged from 1.74-782 mg/L, with an average concentration of 315 mg/L. TKN concentrations ranged from 58.62-1,093 mg/L, with an average concentration of 475 mg/L. An increasing trend was identified, more notable with ammonia. Comparison of the leachate effluent to WWTP influent ammonia concentrations, in mg/L, indicates that the impact of leachate ammonia concentrations are marginal in increasing the ammonia concentrations for the WWTP influent.

Figure 14 depicts leachate effluent ammonia loading, in lbs/day, from January 2016 through October 2020. Average daily leachate ammonia loading per month ranged from 0.07-138 lbs/day with an average loading of 17 lbs/day. Maximum daily leachate ammonia loading per month ranged from 0.16-291 lbs/day, with an average of 57 lbs/day. Loading increased after 2016, with no obvious trend in the January 2017 to October 2020 data.

Figure 15 depicts the leachate effluent TKN loading compared to the plant design capacity of 1,021 lbs/day. Average daily leachate TKN loading per month ranged from 1.58-188 lbs/day with an average loading of 25 lbs/day. Maximum daily leachate TKN loading per month ranged from 3.9-431 lbs/day, with an average of 81 lbs/day. Loading increased after 2016, with no obvious trend in the January 2017 to October 2020 data.

Figure 16 depicts the contribution of leachate effluent TKN loading to usage of the plant design capacity for TKN loading. Except for September 2019, average daily leachate effluent TKN loading per month comprised less than 5% of the plant design capacity. Maximum daily leachate effluent TKN per month comprised up to 42% of the plant design capacity. Review of the daily leachate effluent TKN loadings provided in Attachment 3 indicated that 90% of the daily TKN loadings were less than 44.99 lbs/day or 4.4% of the plant design capacity; 95% of the daily TKN loadings were less than 77.56 lbs/day or 7.6% of the plant design capacity; and 99% of the TKN loadings were less than 158.341 lbs/day or 25% of the plant design capacity. Similar to BOD, landfill leachate is not a major contributor to the plant design capacity for TKN loading based on average daily leachate effluent TKN loading per month. However, maximum daily leachate effluent TKN loadings may be having more of an impact on TKN loading capacity.

The Commission's Industrial User Agreement with the City of Carroll does not have limits for ammonia or TKN.

The City of Carroll did not identify exceedances of the TKN effluent limit, indicating that the WWTP satisfactorily treats the TKN loadings such that surface water discharges comply with their NPDES permit.

Temporary Waiver Request

Based on the previous evaluation, average BOD, ammonia, and TKN loadings are not having an impact on the plant design capacity. However, the spikes in daily flow and concentrations could potentially have isolated impacts on the plant design capacity. This concern is primarily related to the top 5% of the data. For BOD and TKN, the daily leachate effluent loadings are less than 5% of the plant design capacity 96% of the time for BOD and 91% of the time for TKN. Since the data is based on a single monthly lab analysis, the actual daily maximums are subject to the assumption that the BOD, ammonia, and TKN concentrations were uniform for the entire reporting period or month.

Additional data collection is recommended to evaluate maximum loadings. Until recently, BOD, ammonia, and TKN samples of the leachate effluent have been collected on a monthly basis. As a result, daily loadings are based on a single concentration (in mg/L) which may or may not be representative on actual conditions throughout the entire month. Collection of weekly samples will help delineate the extent and amount of time maximum loadings are occurring. It is noted that flows are recorded on a daily basis and provide an accurate representation of the contribution of flow to daily loadings.

While this additional data collection is being conducted, a temporary waiver is requested for a period of 12 months to increase the BOD loading limits to reduce or eliminate Notices of Violation, given that the WWTP has design capacity to handle these flows and loadings at least on a temporary basis. The Commission is requesting this temporary increase for 12 months to work with the City of Carroll to establish a solution that works for both parties.

The following temporary increases are requested:

- ◆ Increase the monthly average BOD effluent limit from 50 lbs/day to 200 lbs/day.
- ◆ Increase the daily maximum BOD effluent limit from 50 lbs/day to 500 lbs/day.

Increasing the monthly average BOD effluent limit to 200 lbs/day will allow landfill leachate to contribute up to 4.2% of the plant design capacity for BOD loading. Given that the WWTP utilizes 53% of the design capacity on average, the temporary increase to 4.2% is within the remaining plant capacity and therefore, not anticipated to impact WWTP operations during the waiver period.

Increasing the daily maximum BOD effluent limit to 500 lbs/day will allow landfill leachate to contribute up to 10.6% of the plant design capacity during short-term increases in leachate effluent flow. Given that the WWTP utilizes 80% of the plant design capacity on average during maximum influent BOD loadings, the temporary maximum increase to 10.6% is also within the remaining plant design capacity and therefore, not anticipated to impact WWTP operations during the waiver period.

Please notify us regarding your response to this request prior to the City Council meeting on February 22, 2021. Foth and the Commission will attend this meeting for formal decision notification or to present the data evaluation and request to City Council for consideration. In

Randy Krauel and Sean Kleespies
City of Carroll
February 8, 2021
Page 7

addition, if you have any questions or need additional information prior to the City Council meeting, please contact Gina or Brian at the numbers listed below.

Sincerely,

Foth Infrastructure & Environment, LLC



Gina Wilming
Lead Environmental Scientist
(319) 297-2065



Brian K. Harthun, P.E.
Senior Project Manager
(319) 297-2063

cc: Ms. Mary Wittry, Carroll County Solid Waste Management Commission
Foth Project File

Attachments:

- Attachment 1 – Figures
- Attachment 2 – City of Carroll Data Request Responses
- Attachment 3 – Leachate Effluent Data



June 7, 2021

Randy Krauel
Public Works Director
City of Carroll
112 East 5th Street
Carroll, Iowa 51401

CARROLL, IOWA
RESPONSE TO CARROLL COUNTY SOLID WASTE MANAGEMENT COMMISSION
REQUESTED INCREASE IN USER AGREEMENT TREATMENT CAPACITY

The following is in response to the request submitted by Foth Infrastructure & Environment, LLC (“Foth”) on behalf of the Carroll County Solid Waste Management Commission (“CCSWMC”).

CCSWMC currently has an Industrial User Agreement with the City of Carroll to discharge wastewater, limited by both volume and organic loadings, to the City’s Wastewater Treatment Plant (“WWTP”). CCSWMC is requesting a temporary waiver to the current User Agreement to increase the amount of BOD it is permitted to send to the City on both an average daily basis and a maximum daily basis. Foth provided rationale behind this request, noting the relatively small hydraulic and organic portion of the City’s WWTP treatment capacity that CCSWMC uses. While Foth was correct in noting that CCSWMC is only allocated a small portion of the overall City WWTP treatment capacity, they were incorrect in the assumption that the City’s WWTP had additional unused and unreserved capacity for additional BOD treatment.

BOD Treatment Capacity and Current Allocations

The City’s existing WWTP is a Vertical Loop Reactor facility. It was constructed in 2006. It’s NPDES Operating Permit No. 1415001 lists the rated capacity for BOD treatment at a maximum influent 30-day average BOD loading of 4,735 ppd. Construction Permit Application Schedule H2 from the facility’s 2003 design lists a maximum influent single day BOD loading of 7,139 ppd.

Of the 4,375 ppd 30-Day BOD capacity and the 7,139 ppd Max-Day BOD capacity, the City has allocated the following permitted discharges to the domestic and commercial population and existing Significant Industrial Users (SIUs):

Table 1 – Existing City WWTP BOD Treatment Capacity & Allocation

	30-Day Loading	Max-Day Loading
Total Treatment Capacity (ppd)	4,735	7,139
Domestic & Commercial Population (ppd)*	2,978	4,467
Internal Recycle (15%) (ppd)	604	903
Existing SIU (non-CCSWMC) (ppd)	1,000	1,500
CCSWMC Existing Agreement (ppd)	50	50
Total Allocated (ppd)	4,632	6,920
Remaining Capacity (ppd)	103	219

**as presented in the IDNR approved 2001 Facility Plan*

The 2001 Facility Plan is on record with IDNR for the allocated domestic & commercial population BOD treatment capacity. The two (2) existing SIUs (including CCSWMC) also have Treatment Agreements on file with IDNR. Any amendments to the Treatment Agreements would need to be routed through IDNR for approval/concurrence. IDNR would limit the City to not exceed its 30-Day Loading or Max-Day Loading capacity. Accordingly, the City only has 103 ppd of “average” BOD treatment capacity and 219 ppd of “maximum” BOD treatment capacity available without either modifying the allocation for the domestic & commercial population or the non-CCSWMC existing SIU.

CCSWMC Requested Increase in BOD Capacity

As show in Table 1, CCSWMC currently has an Industrial User Agreement with the City of Carroll to accept a maximum of 50 ppd on a 30-day average *and* on a single maximum day. CCSWMC has had issues in the past meeting these limitations, and is requesting a temporary 12 month increase in both the 30-day average and single maximum day limits while they further fine-tune their pretreatment. This temporary increase would also allow the City to see if they can effectively treat the additional BOD loading.

CCSWMC is requesting the following adjustments to their User Agreement:

Table 2 – CCSWMC Request

	30-Day Loading	Max-Day Loading
CCSWMC Existing Agreement	50	50
CCSWMC Requested Temporary Agreement	200	500
Increase in CCSWMC Limit	150	450

Comparing Table 2 to Table 1, it is clear that the City does not have the capacity to grant the requested temporary waiver without adjusting the reserved capacity for domestic & commercial users or modifying the existing Industrial User Agreement it has with the non-CCSWMC SIU.

The City could, however, **consider increasing CCSWMC's 30-day average limit from 50 ppd to 150 ppd** while still staying just within their rated capacity based on current allocations. The City could also **consider increasing CCSWMC's maximum day limit from 50 ppd to 250 ppd** while still staying just within their rated capacity based on current allocations.

BOD Removal Performance of Existing City WWTP

The City submits monthly operating reports (MORs) to IDNR that include influent and effluent twice per week samples of BOD (and CBOD5) from the WWTP.

As previously discussed, the City's WWTP is currently rated to treat a maximum influent 30-day average BOD loading of 4,735 ppd and a maximum influent single day BOD loading of 7,139 ppd. The City's NPDES Operating Permit also limits the amount of effluent BOD (CBOD5) it can discharge into the Unnamed Creek to 876 ppd on an average 30-day basis and 1,401 ppd on an average 7-day basis.

Below, Figure 1 shows the historical influent and effluent loading at the City's WWTP plotted against both the rated influent capacities and the permitted effluent limits.

Figure 1 – Historical Influent and Effluent BOD Loading

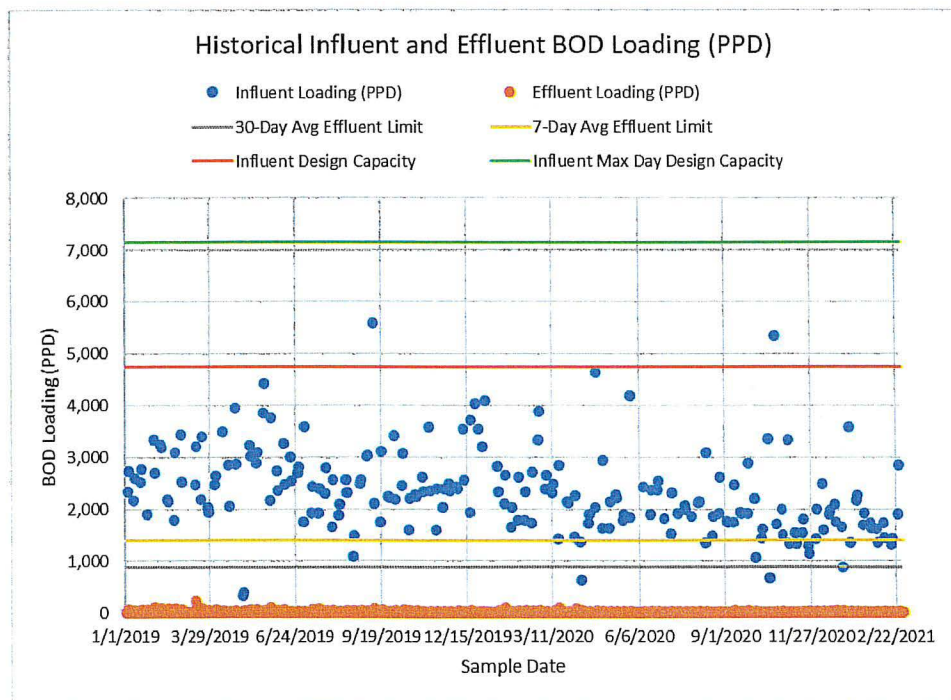
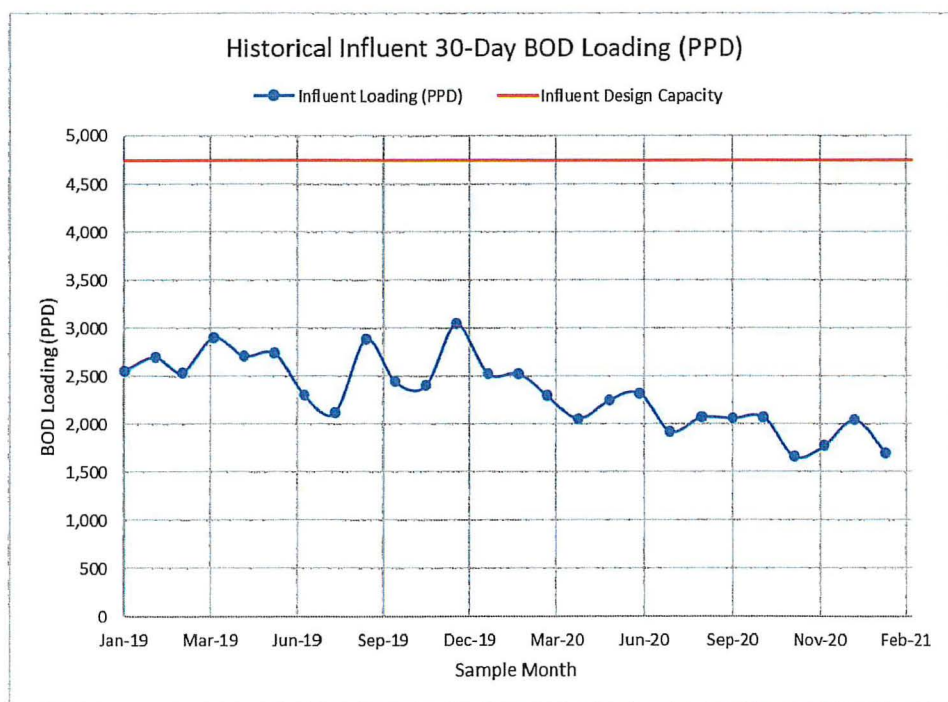


Figure 1 illustrates that the City has historically operated within its permit limits, staying both below the maximum 30-day average influent BOD loading and maximum single day influent BOD loading, and always discharging effluent well below the NPDES permit limitations.

A closer look at the 30-day average influent loading in Figure 2 further confirms that the City is not currently operating outside of its design capacity:

Figure 2 – Historical Influent 30-Day BOD Loading



Figures 1 & 2 confirm that the City could consider temporarily increasing CCSWMC's User Agreement Limits from 50 ppd to 150 ppd for a 30-day average limit and from 50 ppd to 250 ppd for a maximum day limit.

Further Considerations

If the City and CCSWMC would like to investigate gaining additional BOD treatment capacity at the City's WWTP, conversations could be had with IDNR about the rated influent BOD capacity of the existing facility.

Figure 1 illustrates that the City has consistently been *well* below both the 30-day average effluent limit and the 7-day average effluent limit for BOD as listed in its NPDES Operating Permit. Figure 3 shows a closer look at the historical effluent samples from the City's WWTP MORs.

Figure 3 – Historical Effluent BOD Sampling

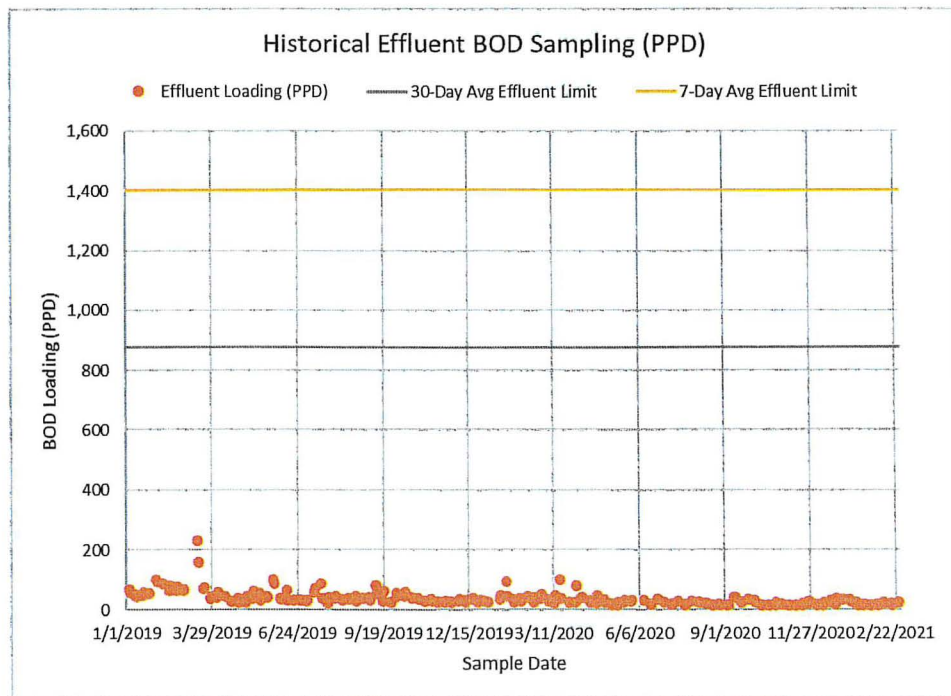
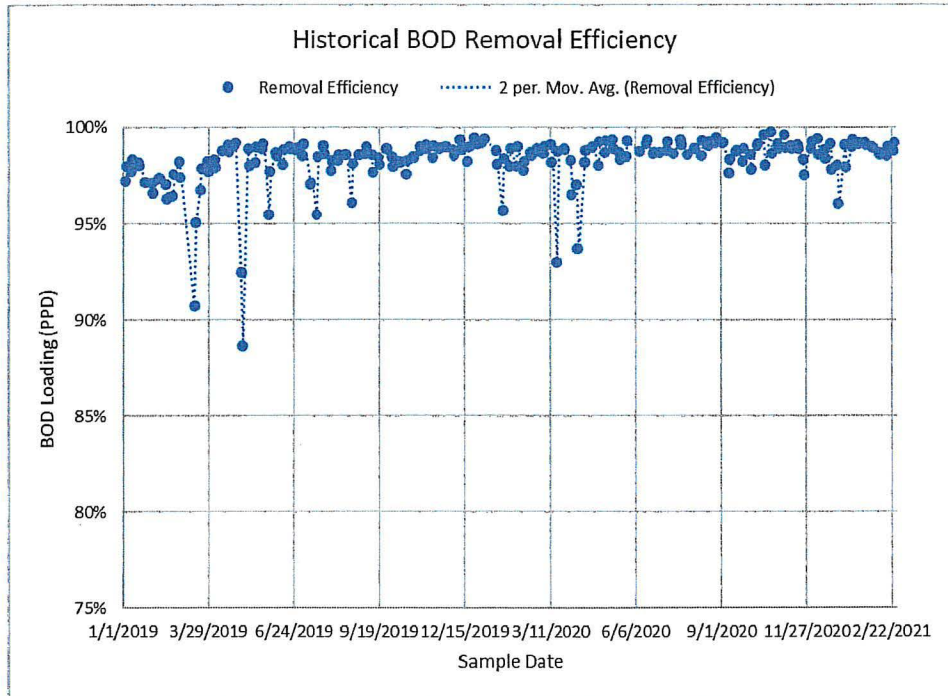


Figure 3 illustrates that, barring one sample, the City has not discharged wastewater from its WWTP within 20% of its 30-day effluent limitation. On average, the City's effluent quality is around 5% of the allowable limit. This indicates that the City's WWTP may be removing BOD at a higher rate than IDNR is currently crediting it.

A report analyzing historical BOD removal could be compiled for IDNR's review and consideration to increase the rated BOD capacity of the City's existing WWTP without making physical or treatment process modifications to the WWTP.

Figure 4 illustrates the historical BOD removal efficiency the City's existing WWTP has accomplished.

Figure 4 – Historical Removal Efficiency



The City has historically maintained an average BOD removal efficiency of 98%. Between historical BOD removal percentages, and the historical pounds of BOD removed at the City's WWTP, the City could argue with IDNR that its facility should have a higher influent BOD loading capacity for both a maximum 30-Day average and a maximum single day. This, however, would need to be completed through a letter report and a submission of historical figures. Funding for this report could come from the City, CCSWMC, or a combination of both parties, depending upon interest, investment, and benefit from the potential rerating of the facility.

Conclusion

The City cannot grant CCSWMC's current request without altering the allocated BOD treatment capacity for its domestic & commercial users or its non-CCSWMC SIU -OR- without rerating the WWTP BOD treatment capacity through IDNR.

The City could consider temporarily increasing CCSWMC's User Agreement Limits from 50 ppd to 150 ppd for a 30-day average limit and from 50 ppd to 250 ppd for a maximum day limit.

The City could also grant the 150 ppd and 250 ppd temporary limits for a 12-month period while rerating the WWTP BOD treatment capacity is considered.

If you have any questions or comments about the contents of this analysis, please contact us at 515-225-8000.

VEENSTRA & KIMM, INC.

A handwritten signature in blue ink that reads "Olivia M. Patton". The signature is written in a cursive, flowing style.

Olivia M. Patton

OMP
27358

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 *MJPW*

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

DATE: June 9, 2021

SUBJECT: Sanitary Sewer Rate Study

On February 22, 2021, a Work Session was conducted on the Sanitary Sewer Rate Study with Veenstra & Kimm, Inc. Direction to Veenstra & Kimm, Inc. following discussion was to prepare an additional Alternative similar to the original Alternative 3 – Equitable Distribution of Increase Only – Residential/Commercial Users 20% Increase. The additional Alternative was requested to include the following:

- Calculate using a Residential/Commercial increase of 4% per year.
- Include the Residential/Commercial % increase on the Table.
- Illustrate increases in 0.1% increments.

In addition to the requested Alternative, a fifth Alternative has been prepared that includes the following considerations:


- Capital Improvement Program. Including the currently approved CIP estimated expenditures in the rate analysis.
- Sewer Utility Fund Balance. Expenditure of approximately one-half of the Sewer Utility Fund balance on capital projects.
- Significant Industrial User Equitable Rate Phase-in. A five-year and ten-year phase-in to Significant Industrial User equitable rates.

Olivia Patton with Veenstra & Kimm, Inc. will be available to present the Study updates.

RECOMMENDATION: Mayor and City Council consideration of development of a sanitary sewer rate schedule that addresses proposed capital expenditures and Significant Industrial User rate equity over a period of 10 years.

RMK:ds

SANITARY SEWER RATE STUDY CARROLL, IOWA



VEENSTRA & KIMM, INC.
JUNE 2021

CURRENT REVENUE

Revenue Category	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	Average
Sewer Operating Revenues	\$2,047,445	\$2,151,860	\$2,146,528	\$2,117,659	\$2,102,846	\$2,113,268
Non-Operating Revenues	\$68,860	\$93,468	\$111,086	\$148,290	\$786,408	\$241,662
Revenue Total	\$2,116,305	\$2,245,328	\$2,257,614	\$2,265,949	\$2,889,254	\$2,354,890

**\$2.11 - \$2.35 MILLION
GENERATED FROM SANITARY SEWER
USAGE**

CURRENT EXPENSES

Expense Category	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	Average
Labor & Administration	\$354,041	\$424,897	\$447,270	\$475,101	\$509,095	\$442,081
Services & Commodities	\$225,079	\$214,901	\$241,272	\$259,669	\$255,252	\$239,235
Capital Outlay	\$48,782	\$46,640	\$465,605	\$141,377	\$1,453,546	\$175,601
Debt Servicing	\$675,300	\$681,320	\$688,000	\$693,320	\$699,300	\$687,448
Transfers to Capital Improvements and Depreciation Funds	\$72,945	\$67,978	\$78,824	\$74,235	\$714,480	\$201,692
Total Annual Expenses	\$1,376,147	\$1,435,736	\$1,920,971	\$1,643,702	\$3,631,673	\$1,746,057

**\$1.6 – \$3.6 MILLION
REQUIRED FROM SEWER RATES**

CURRENT EXPENSES COVERED?

	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	Average
Revenues	\$2,116,305	\$2,245,328	\$2,257,614	\$2,265,949	\$2,889,254	\$2,354,890
Expenses	\$1,376,147	\$1,435,736	\$1,920,971	\$1,643,702	\$3,631,673	\$1,746,057
Over/(Under)	\$740,158	\$809,592	\$336,643	\$622,247	\$(742,419)	\$608,833

**HISTORICALLY, YES;
WILL NEED ADDITIONAL REVENUE FOR
FUTURE EXPENSES.**

CURRENT RATE STRUCTURE

USAGE VS. REVENUE BASED ON CURRENT RATE STRUCTURE

Customer Class	Percent Usage (Volume)	Percent Usage (Organic Loading)	Percent Revenue
Residential/Commercial Users	90%	75%	96.4%
Significant Industrial User 1 Process Wastewater	9%	23%	3.2%
Significant Industrial User 2 (Process Only)	1%	2%	0.4%

COMPARISON of COMMUNITIES

CURRENT RATE STRUCTURE

	Population	Minimum Fee	Volume Included in Min.	Usage Rate	Average Residential Monthly Bill (700 cfi)	Industrial Surcharges		
						BOD	TSS	TKN/NH3-N
Le Mars	9,941	\$ 8.51		\$ 2.24 per 1000 gal	\$ 20.23	\$0.196 per lb	\$0.254 per lb	\$0.868 per lb
Decorah*	7,701	\$ 27.32		\$ 2.70 per 100 cf	\$ 25.73	\$0.100 per lb	\$0.120 per lb	
Denison	8,337	\$ 9.80		\$ 3.34 per 1000 gal	\$ 27.30			
Spencer **	11,052	\$ 9.68	1,000 gals	\$ 5.06 per 1000 gal	\$ 31.13			
Mount Pleasant	8,581	\$ 7.50		\$ 5.90 per 1000 gal	\$ 38.42			
Carroll	10,103	\$ 8.45		\$ 4.41 per 100 cf	\$ 39.32	\$0.200 per lb	\$0.200 per lb	
Grimes	12,839	\$ -		\$ 7.65 per 1000 gal	\$ 40.09			
Waverly	10,094	\$ 14.43	245 cf	\$ 5.89 per 100 cf	\$ 41.23			
Pleasant Hill (WRA)	9,871	\$ 10.86		\$ 6.48 per 1000 gal	\$ 44.82			
Webster City	7,732	\$ 20.00		\$ 3.75 per 100 cf	\$ 46.25	\$0.580 per lb	\$0.270 per lb	\$4.600 per lb
Grinnell	9,031	\$ 4.51		\$ 6.17 per 100 cf	\$ 47.70			
Storm Lake	10,558	\$ 20.80		\$ 3.88 per 100 cf	\$ 47.96	\$0.470 per lb	\$0.370 per lb	\$1.770 per lb
Pella	10,231	\$ 21.42		\$ 5.36 per 1000 gal	\$ 49.51			
Keokuk	10,324	\$ 30.38	2,000 gal	\$ 6.69 per 1000 gal	\$ 52.06	0.207 per lb	0.202 per lb	
Fort Madison	10,513	\$ 25.50		\$ 5.90 per 1000 gal	\$ 56.42	\$0.800 per lb	\$0.840 per lb	\$2.520 per lb
Norwalk	10,987	\$ 7.50		\$10.23 per 1000 gal	\$ 61.11			
Fairfield	10,290	\$ 19.60		\$ 6.47 per 100 cf	\$ 64.89	\$0.216 per lb	\$0.240 per lb	\$0.720 per lb
Oskaloosa	11,511	\$ 19.15		\$ 8.62 per 100 cf	\$ 79.49			

PROJECTION OF FUTURE EXPENSES (PREVIOUSLY PRESENTED)

Expense Category	Average Historical Expense	Planned Annual % Increase	Average Planned Annual Increase	Projected Future Expense (in 2020)	Projected Future Expense (in 2025)
Labor & Administration	\$442,081	4%	\$19,000	\$459,764	\$537,859
Services & Commodities	\$239,235	6%	\$16,000	\$253,589	\$320,150
Capital Outlay	\$175,601*	5%	\$10,000	\$184,381	\$224,116
Debt Servicing	\$687,448	1%	\$7,000	\$699,300	\$727,400**
Transfers to CIP and Depreciation Funds	\$201,692	---	\$490,000	\$695,000	\$695,000
Total Annual Expenses	\$1,746,057		\$542,000	\$2,292,034	\$2,504,525

*Capital Outlay average is taken through FY18/19, as FY19/20 includes significant CIP funding which is analyzed as "Transfers To" for future projections.

**For the purpose of this Study, funding for Debt Servicing is projected to be expended for sanitary sewer rehabilitation following completion of debt payment in FY 2024-2025.

PROJECTION OF FUTURE EXPENSES (PREVIOUSLY PRESENTED)

CIP PROJECTS:

CIP Project	FY 19	FY 20	FY 21	FY 22	FY 23	TOTAL
Sanitary Sewer Infrastructure-JetVac Equipment Purchase	\$481,000	\$-	\$-	\$-	\$-	\$481,000
WWTP Improvements - UV Disinfection	\$1,046,000	\$-	\$-	\$-	\$-	\$1,046,000
WWTF Improvements - Nutrient Reduction	\$-	\$-	\$-	\$80,000	\$630,000	\$710,000
WWTF Improvements - Copper Compliance	\$100,000	\$100,000	\$-	\$-	\$-	\$200,000
ANNUAL TOTAL	\$1,627,000	\$100,000	\$-	\$80,000	\$630,000	\$2,437,000

*Nutrient Reduction and Copper Compliance projects are currently in data collection phases. Following completion of data collection, analysis will provide direction for planning Capital Improvement Projects. The eventual selected Capital Improvement Projects may alter these funding projections.

POTENTIAL CHANGES TO RATE STRUCTURE

- 1) **Equitable distribution** of expenses weighted by **percentage of total organic loading** used by each customer class;
- 2) **Equitable distribution** of expenses weighted by **percentage of total flow** used by each customer class;
- 3) **Increase the residential rates by 20%**, increase industrial customer class accordingly to achieve required revenue;
- 3a) **Increase the residential rates by 4% annually for 5 years**, increase industrial customer class accordingly to achieve required revenue;
- 4) **Increase the residential rates by 25%**, increase industrial customer class accordingly to achieve required revenue;

FUTURE RATE ALTERNATIVE No. 1

ALTERNATIVE 1 - Equitable Redistribution Based on Organic Loading Usage

Customer Class	Number of Accounts	Minimum Charged	Total Annual Usage for Class (\$100 cf)	Average Monthly Usage per User (100 cf)	2020 Requirements		Average Account Monthly Bill	Approximate Monthly Revenue	Total Annual Revenue	Total Annual Usage (100 cf)	Total Calculated Annual Revenue	Required Total Revenue in 2025	Residential Revenue Percentage
					Rate Per 100 cf/Unit	CFE							
Residential/Commercial User													
Small End Users (Residential)	4,300	\$ 8.45	365,000	7	\$ 4.00	\$ 66.43	\$ 156,735	\$ 1,880,820	365,000	\$ 1,880,820			78%
Significant Industrial Users													Industrial Revenue Percentage
Significant Industrial User 1 (Sanitary Waste)	1	\$ 8.45	2,320	194	\$ 4.00	\$ 776.00	\$ 776	\$ 9,312					32%
(Process Waste) maximum=2,000 gal	1		29,000	2,417	\$ 4.00	\$ 9,668.00	\$ 9,668	\$ 116,016					
Strength Surcharges (average lbs)			20,000		\$ 1,900	\$ 30,000.00	\$ 30,000	\$ 360,000					
Significant Industrial User 2 maximum=1,000 gal	1	\$ 8.45	3,050	255	\$ 4.00	\$ 1,020.00	\$ 1,020	\$ 12,240	34,370	\$ 344,968			
Strength Surcharges (average lbs)			2,500		\$ 1,900	\$ 3,750.00	\$ 3,750	\$ 45,000					
(Metals Surcharge)							\$ 200	\$ 2,400					
TOTALS									399,370	\$ 2,425,788	\$ 2,900,000		

Change to Average Monthly Bill for Industrial Users				
	Rate	CFE	Increase	Percent Increase
Significant Industrial User 1	\$ 89,648.00	\$ 4,967	\$ 34,701.20	69%
Significant Industrial User 2	\$ 4,770.00	\$ 755.00	\$ 4,015.00	532%

FUTURE RATE ALTERNATIVE No. 1 ANNUAL CHANGES

New Unit Rate Annual Change	Annual Change	New Rate Per Year				
		Year 1	Year 2	Year 3	Year 4	Year 5
Residential Users	-1.9%	\$ 4.32	\$ 4.24	\$ 4.16	\$ 4.08	\$ 4.00
Significant Industrial User (Process)	58.5%	\$ 0.63	\$ 1.00	\$ 1.59	\$ 2.52	\$ 4.00
Significant Industrial User (Loading Surcharge)	49.6%	\$ 0.30	\$ 0.45	\$ 0.67	\$ 1.00	\$ 1.50

New Total Monthly Bill Annual Change	Annual Change	New Avg. Monthly Bill Per Year				
		Year 1	Year 2	Year 3	Year 4	Year 5
Residential Users	-1.5%	\$ 38.72	\$ 38.14	\$ 37.56	\$ 37.00	\$ 36.45
Significant Industrial User 1	51.5%	\$ 7,525.74	\$ 11,403.08	\$ 17,278.05	\$ 26,179.88	\$ 39,668.00
Significant Industrial User 2	44.6%	\$ 1,091.59	\$ 1,578.25	\$ 2,281.86	\$ 3,299.17	\$ 4,770.00

COMPARISON of COMMUNITIES

FUTURE RATE ALT. No. 1

	Population	Minimum Fee	Volume Included in Min.	Usage Rate	Average Residential Monthly Bill (700 cf)	Industrial Surcharges		
						BOD	TSS	TKN/NH3-N
Le Mars	9,941	\$ 8.51		\$ 2.24 per 1000 gal	\$ 20.23	\$0.196 per lb	\$0.254 per lb	\$0.868 per lb
Decorah*	7,701	\$ 27.32		\$ 2.70 per 100 cf	\$ 25.73	\$0.100 per lb	\$0.120 per lb	
Denison	8,337	\$ 9.80		\$ 3.34 per 1000 gal	\$ 27.30			
Spencer **	11,052	\$ 9.68	1,000 gals	\$ 5.06 per 1000 gal	\$ 31.13			
Carroll	10,103	\$ 8.45		\$ 4.00 per 100 cf	\$ 36.45	\$0.200 per lb	\$0.200 per lb	
Mount Pleasant	8,581	\$ 7.50		\$ 5.90 per 1000 gal	\$ 38.42			
Grimes	12,839	\$ -		\$ 7.65 per 1000 gal	\$ 40.09			
Waverly	10,094	\$ 14.43	245 cf	\$ 5.89 per 100 cf	\$ 41.23			
Pleasant Hill (WRA)	9,871	\$ 10.86		\$ 6.48 per 1000 gal	\$ 44.82			
Webster City	7,732	\$ 20.00		\$ 3.75 per 100 cf	\$ 46.25	\$0.580 per lb	\$0.270 per lb	\$4.600 per lb
Grinnell	9,031	\$ 4.51		\$ 6.17 per 100 cf	\$ 47.70			
Storm Lake	10,558	\$ 20.80		\$ 3.88 per 100 cf	\$ 47.96	\$0.470 per lb	\$0.370 per lb	\$1.770 per lb
Pella	10,231	\$ 21.42		\$ 5.36 per 1000 gal	\$ 49.51			
Keokuk	10,324	\$ 30.38	2,000 gal	\$ 6.69 per 1000 gal	\$ 52.06	0.207 per lb	0.202 per lb	
Fort Madison	10,513	\$ 25.50		\$ 5.90 per 1000 gal	\$ 56.42	\$0.800 per lb	\$0.840 per lb	\$2.520 per lb
Norwalk	10,987	\$ 7.50		\$ 10.23 per 1000 gal	\$ 61.11			
Fairfield	10,290	\$ 19.60		\$ 6.47 per 100 cf	\$ 64.89	\$0.216 per lb	\$0.240 per lb	\$0.720 per lb
Oskaloosa	11,511	\$ 19.15		\$ 8.62 per 100 cf	\$ 79.49			

FUTURE RATE ALTERNATIVE NO. 2

ALTERNATIVE 2 - Equitable Distribution Based on Flow Usage

Customer Class	Number of Accounts	Minimum Charged	Total Annual Usage for Class (100 cf)	Average Monthly Usage per User (100 cf)	2023 Requirements		Approximate Monthly Revenue	Total Annual Revenue	Total Annual Usage (100 cf)	Total Calculated Annual Revenue	Required Total Revenue in 2023		
					Rate Per 100 cf/Unit	Average Account Monthly Bill							
Residential/Commercial User													
Small End Users (Residential)	4,900	\$ 8.45	365,000	7	\$ 4.80	\$ 42.05	\$ 180,815	\$ 2,169,780	\$ 65,000	\$ 2,169,780	\$ 2,169,780	Residential Revenue Percentage	89%
Significant Industrial Users													
Significant Industrial User 1 (Sanitary Waste)	1	\$ 8.45	2,320	194	\$ 4.80	\$ 931.20	\$ 931	\$ 11,174				Industrial Revenue Percentage	11%
(Process Waste) (maximum 1,000 gpd)	1		29,000	2,417	\$ 2.00	\$ 4,834.00	\$ 4,834	\$ 58,008					
Strength Surcharges (average flow)				20,000	\$ 0.790	\$ 15,000.00	\$ 15,000	\$ 180,000					
Significant Industrial User 2 (maximum 1,000 gpd)	1	\$ 8.45	3,050	255	\$ 2.00	\$ 510.00	\$ 510	\$ 6,120		\$ 6,120	\$ 180,202		
Strength Surcharges (Months Surcharge)				2,500	\$ 0.790	\$ 1,975.00	\$ 1,875	\$ 22,500		\$ 2,000	\$ 2,000		
TOTALS									\$ 399,370	\$ 2,449,982	\$ 2,500,000		

Change to Average Monthly Bill for Industrial Users				
	New	Old	Increase	Percent Increase
Significant Industrial User 1	\$ 19,834.00	\$ 4,967	\$ 14,867.20	299%
Significant Industrial User 2	\$ 2,385.00	\$ 755.00	\$ 1,630.00	216%

FUTURE RATE ALTERNATIVE No. 2 ANNUAL CHANGES

New Unit Rate Annual Change	Annual Change	New Rate Per Year				
		Year 1	Year 2	Year 3	Year 4	Year 5
Residential Users	1.7%	\$ 4.49	\$ 4.56	\$ 4.64	\$ 4.72	\$ 4.80
Significant Industrial User (Process)	38.0%	\$ 0.55	\$ 0.76	\$ 1.05	\$ 1.45	\$ 2.00
Significant Industrial User (Loading Surcharge)	30.3%	\$ 0.26	\$ 0.34	\$ 0.44	\$ 0.58	\$ 0.75

New Total Monthly Bill Annual Change	Annual Change	New Avg. Monthly Bill Per Year				
		Year 1	Year 2	Year 3	Year 4	Year 5
Residential Users	1.4%	\$ 39.85	\$ 40.38	\$ 40.93	\$ 41.49	\$ 42.05
Significant Industrial User 1	31.9%	\$ 6,551.54	\$ 8,641.92	\$ 11,399.27	\$ 15,036.39	\$ 19,834.00
Significant Industrial User 2	25.9%	\$ 950.29	\$ 1,196.09	\$ 1,505.47	\$ 1,894.87	\$ 2,385.00

COMPARISON of COMMUNITIES

FUTURE RATE ALT. No. 2

	Population	Minimum Fee	Volume Included in Min.	Usage Rate	Average Residential Monthly Bill (700 cft)	Industrial Surcharges		
						BOD	TSS	TKN/NH3-N
Le Mars	9,941	\$ 8.51		\$ 2.24 per 1000 gal	\$ 20.23	\$ 0.196 per lb	\$ 0.254 per lb	\$ 0.868 per lb
Decorah*	7,701	\$ 27.32		\$ 2.70 per 100 cf	\$ 25.73	\$ 0.100 per lb	\$ 0.120 per lb	
Denison	8,337	\$ 9.80		\$ 3.34 per 1000 gal	\$ 27.30			
Spencer **	11,052	\$ 9.68	1,000 gals	\$ 5.06 per 1000 gal	\$ 31.13			
Mount Pleasant	8,581	\$ 7.50		\$ 5.90 per 1000 gal	\$ 38.42			
Grimes	12,839	\$ -		\$ 7.65 per 1000 gal	\$ 40.09			
Waverly	10,094	\$ 14.43	245 cf	\$ 5.89 per 100 cf	\$ 41.23			
Carroll	10,103	\$ 8.45		\$ 4.80 per 100 cf	\$ 42.05	\$ 0.200 per lb	\$ 0.200 per lb	
Pleasant Hill (WRA)	9,871	\$ 10.86		\$ 6.48 per 1000 gal	\$ 44.82			
Webster City	7,732	\$ 20.00		\$ 3.75 per 100 cf	\$ 46.25	\$ 0.580 per lb	\$ 0.270 per lb	\$ 4.600 per lb
Grinnell	9,031	\$ 4.51		\$ 6.17 per 100 cf	\$ 47.70			
Storm Lake	10,558	\$ 20.80		\$ 3.88 per 100 cf	\$ 47.96	\$ 0.470 per lb	\$ 0.370 per lb	\$ 1.770 per lb
Pella	10,231	\$ 21.42		\$ 5.36 per 1000 gal	\$ 49.51			
Keokuk	10,324	\$ 30.38	2,000 gal	\$ 6.69 per 1000 gal	\$ 52.06	0.207 per lb	0.202 per lb	
Fort Madison	10,513	\$ 25.50		\$ 5.90 per 1000 gal	\$ 56.42	\$ 0.800 per lb	\$ 0.840 per lb	\$ 2.520 per lb
Norwalk	10,987	\$ 7.50		\$ 10.23 per 1000 gal	\$ 61.11			
Fairfield	10,290	\$ 19.60		\$ 6.47 per 100 cf	\$ 64.89	\$ 0.216 per lb	\$ 0.240 per lb	\$ 0.720 per lb
Oskaloosa	11,511	\$ 19.15		\$ 8.62 per 100 cf	\$ 79.49			

FUTURE RATE ALTERNATIVE NO. 3

ALTERNATIVE 3 - Equitable Distribution of Increase Only - Residential/Commercial Users 25% Increase

Customer Class	Number of Accounts	Minimum Charged	Total Annual Usage for Class (100 cft)	Average Monthly Usage per User (100 cft)	Rate Per 100 cft/Unit	2023 Requirements			Total Annual Usage (100 cft)	Total Calculated Annual Revenue	Required Total Revenue in 2025	
						Average Account Monthly Bill	Approximate Monthly Revenue	Total Annual Revenue				
Residential/Commercial User												Residential Revenue Percentage
Small End Users (Residential)	4,300	\$ 8.77	365,000	7	\$ 5.28	\$ 48.73	\$ 196,639	\$ 3,359,668	848,000	\$ 2,359,648		84%
Significant Industrial Users												Industrial Revenue Percentage
Significant Industrial User 1 (Sewer/Water)	1	\$ 8.77	2,330	194	\$ 5.28	\$ 1,024.32	\$ 1,024	\$ 12,292				6%
(Process Waste) Sewer = 1.00 per	1		29,000	2,417	\$ 1.80	\$ 3,142.10	\$ 3,142	\$ 37,705				
Strength Surcharges (Average R/s)			20,000	20,000	\$ 0.800	\$ 6,000.00	\$ 6,000	\$ 72,000	34,370	\$ 137,378		
Significant Industrial User 2 (Sewer/Water)	1	\$ 8.77	3,050	255	\$ 1.80	\$ 333.50	\$ 332	\$ 3,978				
Strength Surcharges (Average R/s)			2,500	2,500	\$ 0.800	\$ 750.00	\$ 750	\$ 9,000				
(Metals Surcharge)							\$ 200	\$ 2,400				
TOTALS								399,370	\$ 2,497,043	\$ 2,500,000		

Charge to Average Monthly Bill for Industrial Users

	New	Old	Increase	Percent Increase
Significant Industrial User 1	\$ 8,142.10	\$ 4,967	\$ 4,175.30	84%
Significant Industrial User 2	\$ 1,091.90	\$ 755.00	\$ 336.50	43%

FUTURE RATE ALTERNATIVE No. 3 ANNUAL CHANGES

New Unit Rate Annual Change	Annual Change	New Rate Per Year				
		Year 1	Year 2	Year 3	Year 4	Year 5
Residential Users	3.7%	\$ 4.57	\$ 4.74	\$ 4.91	\$ 5.09	\$ 5.28
Significant Industrial User (Process)	26.6%	\$ 0.51	\$ 0.64	\$ 0.81	\$ 1.03	\$ 1.30
Significant Industrial User (Loading Surcharge)	8.4%	\$ 0.22	\$ 0.24	\$ 0.26	\$ 0.28	\$ 0.30

New Total Monthly Bill Annual Change	Annual Change	New Avg. Monthly Bill Per Year				
		Year 1	Year 2	Year 3	Year 4	Year 5
Residential Users	3.1%	\$ 40.77	\$ 41.95	\$ 43.16	\$ 44.42	\$ 45.73
Significant Industrial User 1	13.0%	\$ 5,611.39	\$ 6,339.64	\$ 7,162.39	\$ 8,091.93	\$ 9,142.10
Significant Industrial User 2	7.5%	\$ 811.27	\$ 871.72	\$ 936.69	\$ 1,006.49	\$ 1,081.50

COMPARISON of COMMUNITIES

FUTURE RATE ALT. No. 3

	Population	Minimum Fee	Volume Included in Min.	Usage Rate	Average Residential Monthly Bill (700 cf)	Industrial Surcharges		
						BOD	TSS	TKN/NH3-N
Le Mars	9,941	\$ 8.51		\$ 2.24 per 1000 gal	\$ 20.23	\$0.196 per lb	\$0.254 per lb	\$0.868 per lb
Decorah*	7,701	\$ 27.32		\$ 2.70 per 100 cf	\$ 25.73	\$0.100 per lb	\$0.120 per lb	
Denison	8,337	\$ 9.80		\$ 3.34 per 1000 gal	\$ 27.30			
Spencer **	11,052	\$ 9.68	1,000 gals	\$ 5.06 per 1000 gal	\$ 31.13			
Mount Pleasant	8,581	\$ 7.50		\$ 5.90 per 1000 gal	\$ 38.42			
Grimes	12,839	\$ -		\$ 7.65 per 1000 gal	\$ 40.09			
Waverly	10,094	\$ 14.43	245 cf	\$ 5.89 per 100 cf	\$ 41.23			
Pleasant Hill (WRA)	9,871	\$ 10.86		\$ 6.48 per 1000 gal	\$ 44.82			
Carroll	10,103	\$ 8.77		\$ 5.28 per 100 cf	\$ 45.73	\$0.200 per lb	\$0.200 per lb	
Webster City	7,732	\$ 20.00		\$ 3.75 per 100 cf	\$ 46.25	\$0.580 per lb	\$0.270 per lb	\$4.600 per lb
Grinnell	9,031	\$ 4.51		\$ 6.17 per 100 cf	\$ 47.70			
Storm Lake	10,558	\$ 20.80		\$ 3.88 per 100 cf	\$ 47.96	\$0.470 per lb	\$0.370 per lb	\$1.770 per lb
Pella	10,231	\$ 21.42		\$ 5.36 per 1000 gal	\$ 49.51			
Keokuk	10,324	\$ 30.38	2,000 gal	\$ 6.69 per 1000 gal	\$ 52.06	0.207 per lb	0.202 per lb	
Fort Madison	10,513	\$ 25.50		\$ 5.90 per 1000 gal	\$ 56.42	\$0.800 per lb	\$0.840 per lb	\$2.520 per lb
Norwalk	10,987	\$ 7.50		\$10.23 per 1000 gal	\$ 61.11			
Fairfield	10,290	\$ 19.60		\$ 6.47 per 100 cf	\$ 64.89	\$0.216 per lb	\$0.240 per lb	\$0.720 per lb
Oskaloosa	11,511	\$ 19.15		\$ 8.62 per 100 cf	\$ 79.49			

FUTURE RATE ALTERNATIVE NO. 3a

ALTERNATIVE 3a - Equitable Distribution of Increase Only - Residential/Commercial Users 4% Annual Increase

Customer Class	Number of Accounts	Minimum Charged	Total Annual Usage for Class (100 ccf)	Average Monthly Usage per User (100 ccf)	2025 Requirements		Approximate Monthly Revenue	Total Annual Revenue	Total Annual Usage (100 ccf)	Total Calculated Annual Revenue	Required Total Revenue in 2025
					Rate Per 100 ccf/Unit	Average Account Monthly Bill					
Residential/Commercial User											Residential Revenue Percentage
Small End Users (Residential)	4,300	\$ 8.77	365,000	7	\$ 5.36	\$ 46.29	\$ 199,047	\$ 2,189,564	365,000	\$ 2,389,564	95%
Significant Industrial Users											Industrial Revenue Percentage
Significant Industrial User 1 (Sanitary Waste)	1	\$ 8.77	2,320	194	\$ 5.46	\$ 1,016.84	\$ 1,040	\$ 12,478			5%
(Process Waste) <i>Revenue = 1.200 per</i>	1		20,000	2,017	\$ 3.18	\$ 2,658.70	\$ 2,659	\$ 31,904			
Strength Surcharges (average lbs)			20,000		\$ 0.250	\$ 5,000.00	\$ 5,000	\$ 60,000			
Significant Industrial User 2 <i>Revenue = 1.200 per</i>	1	\$ 8.77	3,050	255	\$ 1.10	\$ 280.50	\$ 281	\$ 3,366	14,370	\$ 117,648	
Strength Surcharges (average lbs)			2,500		\$ 0.250	\$ 625.00	\$ 625	\$ 7,500			
(Metals Surcharges)							\$ 200	\$ 2,400			
TOTALS									399,370	\$ 2,606,212	\$ 2,500,000

Change to Average Monthly Bill for Industrial Users			
	New	Old	Increase
Significant Industrial User 1	\$ 7,658.79	\$ 4,967	\$ 2,691.90
Significant Industrial User 2	\$ 905.50	\$ 755.00	\$ 150.50
			Percent Increase
			54%
			20%

FUTURE RATE ALTERNATIVE No. 3a ANNUAL CHANGES

New Unit Rate Annual Change	Annual Change	New Rate Per Year				
		Year 1	Year 2	Year 3	Year 4	Year 5
Residential Users	4.0%	\$ 4.59	\$ 4.77	\$ 4.96	\$ 5.15	\$ 5.36
Significant Industrial User (Process)	22.4%	\$ 0.49	\$ 0.60	\$ 0.73	\$ 0.90	\$ 1.10
Significant Industrial User (Loading Surcharge)	4.6%	\$ 0.21	\$ 0.22	\$ 0.23	\$ 0.24	\$ 0.25

New Total Monthly Bill Annual Change	Annual Change	New Avg. Monthly Bill Per Year				
		Year 1	Year 2	Year 3	Year 4	Year 5
Residential Users	3.3%	\$ 40.87	\$ 42.15	\$ 43.47	\$ 44.85	\$ 46.29
Significant Industrial User 1	9.0%	\$ 5,416.17	\$ 5,906.20	\$ 6,440.56	\$ 7,023.27	\$ 7,658.70
Significant Industrial User 2	3.7%	\$ 782.95	\$ 811.94	\$ 842.00	\$ 873.17	\$ 905.50

COMPARISON of COMMUNITIES

FUTURE RATE ALT. No. 3a

	Population	Minimum Fee	Volume Included in Min.	Usage Rate	Average Residential Monthly Bill (700 cf)	Industrial Surcharges		
						BOD	TSS	TKN/NH3-N
Le Mars	9,941	\$ 8.51		\$ 2.24 per 1000 gal	\$ 20.23	\$ 0.196 per lb	\$ 0.254 per lb	\$ 0.868 per lb
Decorah *	7,701	\$ 27.32		\$ 2.70 per 100 cf	\$ 25.73	\$ 0.100 per lb	\$ 0.120 per lb	
Denison	8,337	\$ 9.80		\$ 3.34 per 1000 gal	\$ 27.30			
Spencer **	11,052	\$ 9.68	1,000 gals	\$ 5.06 per 1000 gal	\$ 31.13			
Mount Pleasant	8,581	\$ 7.50		\$ 5.90 per 1000 gal	\$ 38.42			
Grimes	12,839	\$ -		\$ 7.65 per 1000 gal	\$ 40.09			
Waverly	10,094	\$ 14.43	245 cf	\$ 5.89 per 100 cf	\$ 41.23			
Pleasant Hill (WRA)	9,871	\$ 10.86		\$ 6.48 per 1000 gal	\$ 44.82			
Webster City	7,732	\$ 20.00		\$ 3.75 per 100 cf	\$ 46.25	\$ 0.580 per lb	\$ 0.270 per lb	\$ 4.600 per lb
Carroll	10,103	\$ 8.77		\$ 5.36 per 100 cf	\$ 46.29	\$ 0.200 per lb	\$ 0.200 per lb	
Grinnell	9,031	\$ 4.51		\$ 6.17 per 100 cf	\$ 47.70			
Storm Lake	10,558	\$ 20.80		\$ 3.88 per 100 cf	\$ 47.96	\$ 0.470 per lb	\$ 0.370 per lb	\$ 1.770 per lb
Pella	10,231	\$ 21.42		\$ 5.36 per 1000 gal	\$ 49.51			
Keokuk	10,324	\$ 30.38	2,000 gal	\$ 6.69 per 1000 gal	\$ 52.06	0.207 per lb	0.202 per lb	
Fort Madison	10,513	\$ 25.50		\$ 5.90 per 1000 gal	\$ 56.42	\$ 0.800 per lb	\$ 0.840 per lb	\$ 2.520 per lb
Norwalk	10,987	\$ 7.50		\$ 10.23 per 1000 gal	\$ 61.11			
Fairfield	10,290	\$ 19.60		\$ 6.47 per 100 cf	\$ 64.89	\$ 0.216 per lb	\$ 0.240 per lb	\$ 0.720 per lb
Oskaloosa	11,511	\$ 19.15		\$ 8.62 per 100 cf	\$ 79.49			

FUTURE RATE ALTERNATIVE NO. 4

ALTERNATIVE 4 - Equitable Distribution of Increase Only - Residential/Commercial Users 25% Increase

Customer Class	Number of Accounts	Minimum Charged	Total Annual Usage for Class (100 cf)	Average Monthly Usage per User (100 cf)	2025 Requirements		Approximate Monthly Revenue	Total Annual Revenue (100 cf)	Total Calculated Annual Revenue	Required Total Revenue in 2025	Residential Revenue Percentage	Industrial Revenue Percentage
					Rate Per 100 cf/Unit	Average Account Monthly Bill						
Residential/Commercial Users					\$ 5.30	\$ 47.89	\$ 203,695	\$ 2,443,260	\$ 865,000	\$ 2,448,260	96%	
Small End Users (Residential)	4,300	\$ 8.85	365,600	7								
Significant Industrial Users												4%
Significant Industrial User 1 (Sanitary Waste)	1	\$ 8.85	2,320	194	\$ 5.50	\$ 1,067.00	\$ 1,067	\$ 12,804				
(Process Waste) (average >= 1,000 gal)	1		29,000	2,417	\$ 1.90	\$ 2,417.00	\$ 2,417	\$ 29,004				
Strength Surcharges (average lbs)				20,000	\$ 0.230	\$ 5,000.00	\$ 5,000	\$ 60,000				
Significant Industrial User 2 (average >= 1,000 gal)	1	\$ 8.85	3,050	255	\$ 3.90	\$ 356.00	\$ 255	\$ 3,060	\$ 34,870	\$ 114,748		
Strength Surcharges (average lbs)				2,500	\$ 0.230	\$ 625.00	\$ 625	\$ 7,500				
(Metals Surcharge)							\$ 200	\$ 2,400				
TOTALS								\$ 899,870	\$ 1,558,028	\$ 2,500,000		

Change to Average Monthly Bill for Industrial Users				
	Now	Old	Increase	Percent Increase
Significant Industrial User 1	\$ 7,417.00	\$ 4,367	\$ 2,450.00	49%
Significant Industrial User 2	\$ 880.00	\$ 755.00	\$ 125.00	17%

FUTURE RATE ALTERNATIVE No. 4 ANNUAL CHANGES

New Rate Per Year							
New Unit Rate Annual Change	Annual Change	Year 1	Year 2	Year 3	Year 4	Year 5	
Residential Users	4.5%	\$ 4.61	\$ 4.82	\$ 5.03	\$ 5.26	\$ 5.50	
Significant Industrial User (Process)	20.1%	\$ 0.48	\$ 0.58	\$ 0.69	\$ 0.83	\$ 1.00	
Significant Industrial User (Loading Surcharge)	4.6%	\$ 0.21	\$ 0.22	\$ 0.23	\$ 0.24	\$ 0.25	

New Avg. Monthly Bill Per Year							
New Total Monthly Bill Annual Change	Annual Change	Year 1	Year 2	Year 3	Year 4	Year 5	
Residential Users	3.8%	\$ 41.11	\$ 42.57	\$ 44.09	\$ 45.69	\$ 47.35	
Significant Industrial User 1	8.4%	\$ 5,381.55	\$ 5,830.92	\$ 6,317.83	\$ 6,845.39	\$ 7,417.00	
Significant Industrial User 2	3.1%	\$ 778.49	\$ 802.71	\$ 827.69	\$ 853.44	\$ 880.00	

COMPARISON of COMMUNITIES

FUTURE RATE ALT. No. 4

	Population	Minimum Fee	Volume Included in Min.	Usage Rate	Average Residential Monthly Bill (700 cf)	Industrial Surcharges		
						BOD	TSS	TKN/NH3-N
Le Mars	9,941	\$ 8.51		\$ 2.24 per 1000 gal	\$ 20.23	\$0.196 per lb	\$0.254 per lb	\$0.868 per lb
Decorah*	7,701	\$ 27.32		\$ 2.70 per 100 cf	\$ 25.73	\$0.100 per lb	\$0.120 per lb	
Denison	8,337	\$ 9.80		\$ 3.34 per 1000 gal	\$ 27.30			
Spencer **	11,052	\$ 9.68	1,000 gals	\$ 5.06 per 1000 gal	\$ 31.13			
Mount Pleasant	8,581	\$ 7.50		\$ 5.90 per 1000 gal	\$ 38.42			
Grimes	12,839	\$ -		\$ 7.65 per 1000 gal	\$ 40.09			
Waverly	10,094	\$ 14.43	245 cf	\$ 5.89 per 100 cf	\$ 41.23			
Pleasant Hill (WRA)	9,871	\$ 10.86		\$ 6.48 per 1000 gal	\$ 44.82			
Webster City	7,732	\$ 20.00		\$ 3.75 per 100 cf	\$ 46.25	\$0.580 per lb	\$0.270 per lb	\$4.600 per lb
Carroll	10,103	\$ 8.85		\$ 5.50 per 100 cf	\$ 47.35	\$0.200 per lb	\$0.200 per lb	
Grinnell	9,031	\$ 4.51		\$ 6.17 per 100 cf	\$ 47.70			
Storm Lake	10,558	\$ 20.80		\$ 3.88 per 100 cf	\$ 47.96	\$0.470 per lb	\$0.370 per lb	\$1.770 per lb
Pella	10,231	\$ 21.42		\$ 5.36 per 1000 gal	\$ 49.51			
Keokuk	10,324	\$ 30.38	2,000 gal	\$ 6.69 per 1000 gal	\$ 52.06	0.207 per lb	0.202 per lb	
Fort Madison	10,513	\$ 25.50		\$ 5.90 per 1000 gal	\$ 56.42	\$0.800 per lb	\$0.840 per lb	\$2.520 per lb
Norwalk	10,987	\$ 7.50		\$ 10.23 per 1000 gal	\$ 61.11			
Fairfield	10,290	\$ 19.60		\$ 6.47 per 100 cf	\$ 64.89	\$0.216 per lb	\$0.240 per lb	\$0.720 per lb
Oskaloosa	11,511	\$ 19.15		\$ 8.62 per 100 cf	\$ 79.49			

SUMMARY

(FROM PREVIOUS FUTURE FUNDING REQUIREMENTS)

Customer Class	Percent Usage (Volume - Hydraulic)	Percent Usage (Organic Loading)	Existing Rate Structure Percent Revenue	Equitable - Organic Usage %	Equitable - Hydraulic Usage %	Increase Residential 20%	Increase Residential 4% Annually	Increase Residential 25%
				Alternate No. 1 Percent Revenue	Alternate No. 2 Percent Revenue	Alternate No. 3 Percent Revenue	Alternate No. 3 a Percent Revenue	Alternate No. 4 Percent Revenue
Residential/ Commercial Users	90%	75%	96%	78%	89%	94%	95%	96%
Significant Industrial Users	10%	25%	4%	22%	11%	6%	5%	4%
Average Residential/ Commercial User Monthly Bill	---	---	\$39.32	\$36.45	\$42.05	\$45.73	\$46.29	\$47.35
Average SIU 1 Monthly Bill	---	---	\$4,967	\$39,668	\$19,834	\$9,142	\$7,659	\$7,417
Average SIU21 Monthly Bill	---	---	\$755	\$4,770	\$2,385	\$1,082	\$906	\$880

SUMMARY

(FROM PREVIOUS FUTURE FUNDING REQUIREMENTS)

New Total Monthly Bill - Annual Change	Alt. 1	Alt. 2	Alt. 3	Alt. 3a	Alt. 4
Residential Users (Annual % Change)	-1.5%	1.4%	3.1%	3.3%	3.8%
Year 1	\$ 38.72	\$ 39.85	\$ 40.77	\$ 40.87	\$ 41.11
Year 2	\$ 38.14	\$ 40.38	\$ 41.95	\$ 42.15	\$ 42.57
Year 3	\$ 37.56	\$ 40.93	\$ 43.16	\$ 43.47	\$ 44.09
Year 4	\$ 37.00	\$ 41.49	\$ 44.42	\$ 44.85	\$ 45.69
Year 5	\$ 36.45	\$ 42.05	\$ 45.73	\$ 46.29	\$ 47.35
Significant Industrial User 1 (Annual % Change)	51.5%	31.9%	13.0%	9.0%	8.4%
Year 1	\$ 7,525.74	\$ 6,551.54	\$ 5,611.39	\$ 5,416.17	\$ 5,381.55
Year 2	\$ 11,403.08	\$ 8,641.92	\$ 6,339.64	\$ 5,906.20	\$ 5,830.92
Year 3	\$ 17,278.05	\$ 11,399.27	\$ 7,162.39	\$ 6,440.56	\$ 6,317.83
Year 4	\$ 26,179.88	\$ 15,036.39	\$ 8,091.93	\$ 7,023.27	\$ 6,845.39
Year 5	\$ 39,668.00	\$ 19,834.00	\$ 9,142.10	\$ 7,658.70	\$ 7,417.00
Significant Industrial User 2 (Annual % Change)	44.6%	25.9%	7.5%	3.7%	3.1%
Year 1	\$ 1,091.59	\$ 950.29	\$ 811.27	\$ 782.95	\$ 778.49
Year 2	\$ 1,578.25	\$ 1,196.09	\$ 871.72	\$ 811.94	\$ 802.71
Year 3	\$ 2,281.86	\$ 1,505.47	\$ 936.69	\$ 842.00	\$ 827.69
Year 4	\$ 3,299.17	\$ 1,894.87	\$ 1,006.49	\$ 873.17	\$ 853.44
Year 5	\$ 4,770.00	\$ 2,385.00	\$ 1,081.50	\$ 905.50	\$ 880.00

PROJECTION OF FUTURE EXPENSES (NEW CONSIDERATIONS)

CIP PROJECTS:

CIP Project	FY 19	FY 20	FY 21	FY 22	FY 23	TOTAL
Sanitary Sewer Infrastructure- JetVac Equipment Purchase	\$481,000	\$-	\$-	\$-	\$-	\$481,000
WWTP Improvements – UV Disinfection	\$1,046,000	\$-	\$-	\$-	\$-	\$1,046,000
WWTF Improvements – Nutrient Reduction	\$-	\$-	\$100,000	\$1,350,000	\$-	\$1,450,000
WWTF Improvements – Copper Compliance	\$100,000	\$100,000	\$100,000	\$900,000	\$-	\$1,200,000
ANNUAL TOTAL	\$1,627,000	\$100,000	\$200,000	\$2,250,000	\$-	\$4,177,000

*Assume \$2,000,000 is available from Sanitary Sewer Fund to offset \$4,177,000 total, and reduce future need to \$2,177,000. This translates to an added average additional annual expense of \$435,500.

PROJECTION OF FUTURE EXPENSES (NEW CONSIDERATIONS)

Expense Category	5 – Year Funding Projection				
	Average Historical Expense	Planned Annual % Increase	Average Planned Annual Increase	Projected Future Expense (in 2021)	Projected Future Expense (in 2026)
Labor & Administration	\$442,081	4%	\$19,000	\$459,764	\$537,859
Services & Commodities	\$239,235	6%	\$16,000	\$253,589	\$320,150
Capital Outlay	\$175,601*	5%	\$10,000	\$184,381	\$224,116
Debt Servicing	\$687,448	1%	\$7,000	\$699,300	\$727,400**
Transfers to CIP and Depreciation Funds	\$201,692	---	\$435,500	\$640,000	\$640,000
Total Annual Expenses	\$1,746,057		\$487,500	\$2,237,034	\$2,449,525

*Capital Outlay average is taken through FY18/19, as FY19/20 includes significant CIP funding which is analyzed as "Transfers To" for future projections.

**For the purpose of this Study, funding for Debt Servicing is projected to be expended for sanitary sewer rehabilitation following completion of debt payment in FY 2024-2025.

PROJECTION OF FUTURE EXPENSES (NEW CONSIDERATIONS)

Expense Category	Average Historical Expense	10 – Year Funding Projection		Projected Future Expense (in 2021)	Projected Future Expense (in 2031)
		Planned Annual % Increase	Average Planned Annual Increase		
Labor & Administration	\$442,081	4%	\$21,000	\$459,764	\$654,388
Services & Commodities	\$239,235	6%	\$19,000	\$253,589	\$428,433
Capital Outlay	\$175,601*	5%	\$11,000	\$184,381	\$286,036
Debt Servicing	\$687,448	1%	\$7,000	\$699,300	\$735,400
Transfers to CIP and Depreciation Funds	\$201,692	---	\$218,000	\$420,000	\$420,000
Total Annual Expenses	\$1,746,057		\$276,000	\$2,017,034	\$2,524,256

*Capital Outlay average is taken through FY18/19, as FY19/20 includes significant CIP funding which is analyzed as

**Transfers To* for future projections.

**For the purpose of this Study, funding for Debt Servicing is projected to be expended for sanitary sewer rehabilitation following completion of debt payment in FY 2024-2025.

POTENTIAL CHANGES TO RATE STRUCTURE (NEW CONSIDERATIONS)

3a) **Increase the residential rates by 4% annually for 5 years**, increase industrial customer class accordingly to achieve required revenue;

5.05) Utilizing updated CIP projections and Sewer Reserve Funding; **Increase the residential rates by 3.5% annually for 5 years**, increase industrial customer class accordingly to achieve required revenue;

5.10) Utilizing updated CIP projections and Sewer Reserve Funding; **Increase the residential rates by 2% annually for 10 years**, increase industrial customer class accordingly to achieve required revenue;

FUTURE RATE ALTERNATIVE NO. 5.05

ALTERNATIVE 5.05 - Equitable Distribution of Increase Only - Residential/Commercial Users 3.5% Annual Increase - Financed over 5 Years

Customer Class	Number of Accounts	Minimum Charged	Total Annual Usage for Class (100 cf)	Average Monthly Usage per User (100 cf)	2020 Requirements		Approximate Monthly Revenue	Total Annual Revenue	Total Annual Usage (100 cf)	Total Calculated Annual Revenue	Required Total Revenue in 2026	Residential Revenue Percentage
					Rate Per 100 cf/Unit	Average Account Monthly Bill						
Residential/Commercial User												
Small End Users (Residential)	4,300	\$ 8.77	365,000	7	\$ 5.28	\$ 45.38	\$ 195,134	\$ 2,341,608	\$ 85,000	\$ 2,841,608	\$ 2,841,608	95%
Significant Industrial Users												
Significant Industrial User 1 (Sanitary Waste)	1	\$ 8.77	2,320	194	\$ 9.23	\$ 1,014.62	\$ 1,015	\$ 12,175				
(Process Waste) (maximum 2,000 gal)	1		29,000	2,417	\$ 1.00	\$ 2,417.00	\$ 2,417	\$ 29,004				
Strength Surcharges (average lbs)			20,000		\$ 0.250	\$ 5,000.00	\$ 5,000	\$ 60,000				
Significant Industrial User 2 (maximum 2,000 gal)	1	\$ 8.77	3,050	255	\$ 1.00	\$ 255.00	\$ 255	\$ 3,060	\$ 4,870	\$ 114,139		
Strength Surcharges (average lbs)			2,500		\$ 0.280	\$ 625.00	\$ 625	\$ 7,500				
(Metals Surcharge)							\$ 200	\$ 2,400				
TOTALS									399,870	\$ 2,455,747	\$ 2,450,000	

Change to Average Monthly Bill for Industrial Users			
	Rate	Old	Increase
Significant Industrial User 1	\$ 7,417.00	\$ 4,967	\$ 2,450.20
Significant Industrial User 2	\$ 880.00	\$ 755.00	\$ 125.00

FUTURE RATE ALTERNATIVE No. 5.05 ANNUAL CHANGES

New Unit Rate Annual Change	Annual Change	New Rate Per Year				
		Year 1	Year 2	Year 3	Year 4	Year 5
Residential Users	3.5%	\$ 4.56	\$ 4.72	\$ 4.89	\$ 5.05	\$ 5.23
Significant Industrial User (Process)	20.1%	\$ 0.48	\$ 0.58	\$ 0.69	\$ 0.83	\$ 1.00
Significant Industrial User (Loading Surcharge)	4.6%	\$ 0.21	\$ 0.22	\$ 0.23	\$ 0.24	\$ 0.25

New Total Monthly Bill Annual Change	Annual Change	New Avg. Monthly Bill Per Year				
		Year 1	Year 2	Year 3	Year 4	Year 5
Residential Users	2.9%	\$ 40.71	\$ 41.82	\$ 42.97	\$ 44.15	\$ 45.38
Significant Industrial User 1	8.4%	\$ 5,381.55	\$ 5,830.92	\$ 6,317.83	\$ 6,845.39	\$ 7,417.00
Significant Industrial User 2	3.1%	\$ 778.49	\$ 802.71	\$ 827.69	\$ 853.44	\$ 880.00

FUTURE RATE ALTERNATIVE NO. 5.10

ALTERNATIVE 5.10 - Equitable Distribution of Increase Only - Residential/Commercial Users 2% Annual Increase - Financed over 10 Years

Customer Class	Number of Accounts	Minimum Charged	Total Annual Usage for Class (100 cf)	Average Monthly Usage per User (100 cf)	2011 Requirements		Average Account Monthly Bill	Approximate Monthly Revenue	Total Annual Revenue	Total Annual Usage (100 cf)	Total Calculated Annual Revenue	Required Total Revenue in 2011
					Rate Per 100 cf/Unit	DOU						
Residential/Commercial User												
Small End Users (Residential)	4,300	\$ 8.77	365,000	7	\$ 5.37	\$ 46.86	\$ 199,348	\$ 2,392,176	\$ 63,000	\$ 2,392,176	95%	
Significant Industrial Users												
Significant Industrial User 1 (Sanitary Waste)	1	\$ 8.77	2,320	194	\$ 5.37	\$ 1,041.78	\$ 1,042	\$ 12,501			Industrial Revenue Percentage 5%	
(Process Waste) (maximum = 2,000 gal)	1		29,000	2,417	\$ 1.18	\$ 2,778.55	\$ 2,780	\$ 33,355				
Strength Surcharges (average lbs)			20,800		\$ 0.300	\$ 6,000.00	\$ 6,000	\$ 72,000				
Significant Industrial User 2 (maximum = 2,000 gal)	1	\$ 8.77	3,050	255	\$ 1.18	\$ 293.25	\$ 293	\$ 3,519	\$ 84,870	\$ 182,775		
Strength Surcharges (average lbs)			2,500		\$ 0.300	\$ 750.00	\$ 750	\$ 9,000				
(Metals Surcharge)							\$ 200	\$ 2,400				
TOTALS										\$ 898,870	\$ 2,526,951	\$ 2,525,000

Change to Average Monthly Bill for Industrial Users			
	New	DOU	Percent Increase
Significant Industrial User 1	\$ 8,779.55	\$ 4,967	3,812.75%
Significant Industrial User 2	\$ 1,043.25	\$ 755.00	288.25%

FUTURE RATE ALTERNATIVE No. 5.10 ANNUAL CHANGES

New Unit Rate Annual Change	Annual Change	New Rate Per Year									
		Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
Residential Users	2.0%	\$ 4.50	\$ 4.59	\$ 4.68	\$ 4.77	\$ 4.87	\$ 4.96	\$ 5.06	\$ 5.16	\$ 5.27	\$ 5.37
Significant Industrial User (Process)	11.1%	\$ 0.44	\$ 0.49	\$ 0.55	\$ 0.61	\$ 0.68	\$ 0.75	\$ 0.84	\$ 0.93	\$ 1.03	\$ 1.15
Significant Industrial User (Loading Surcharge)	4.1%	\$ 0.21	\$ 0.22	\$ 0.23	\$ 0.24	\$ 0.24	\$ 0.26	\$ 0.27	\$ 0.28	\$ 0.29	\$ 0.30

New Total Monthly Bill Annual Change	Annual Change	New Avg. Monthly Bill Per Year									
		Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
Residential Users	1.7%	\$ 40.25	\$ 40.88	\$ 41.52	\$ 42.17	\$ 42.83	\$ 43.51	\$ 44.20	\$ 44.91	\$ 45.63	\$ 46.36
Significant Industrial User 1	5.9%	\$ 5,257.95	\$ 5,566.16	\$ 5,892.44	\$ 6,237.85	\$ 6,603.50	\$ 6,990.59	\$ 7,400.37	\$ 7,834.17	\$ 8,293.40	\$ 8,779.55
Significant Industrial User 2	3.3%	\$ 779.81	\$ 805.44	\$ 831.92	\$ 859.26	\$ 887.50	\$ 916.67	\$ 946.80	\$ 977.91	\$ 1,010.05	\$ 1,043.25

SUMMARY

(FOR ALT. 3a, 5.05 & 5.10)

New Total Monthly Bill - Annual Change	Alt. 3a	Alt. 5.05	Alt. 5.10			
Residential Users (Annual % Change)	3.3%	2.9%	1.7%			
Year 1	\$ 40.87	\$ 40.71	Year 1 \$ 40.25	Year 6 \$ 43.51		
Year 2	\$ 42.15	\$ 41.82	Year 2 \$ 40.88	Year 7 \$ 44.20		
Year 3	\$ 43.47	\$ 42.97	Year 3 \$ 41.52	Year 8 \$ 44.91		
Year 4	\$ 44.85	\$ 44.15	Year 4 \$ 42.17	Year 9 \$ 45.63		
Year 5	\$ 46.29	\$ 45.38	Year 5 \$ 42.83	Year 10 \$ 46.36		
Significant Industrial User 1 (Annual % Change)	9.0%	8.4%	5.9%			
Year 1	\$ 5,416.17	\$ 5,381.55	Year 1 \$ 5,257.95	Year 6 \$ 6,990.59		
Year 2	\$ 5,906.20	\$ 5,830.92	Year 2 \$ 5,566.16	Year 7 \$ 7,400.37		
Year 3	\$ 6,440.56	\$ 6,317.83	Year 3 \$ 5,892.44	Year 8 \$ 7,834.17		
Year 4	\$ 7,023.27	\$ 6,845.39	Year 4 \$ 6,237.85	Year 9 \$ 8,293.40		
Year 5	\$ 7,658.70	\$ 7,417.00	Year 5 \$ 6,603.50	Year 10 \$ 8,779.55		
Significant Industrial User 2 (Annual % Change)	3.7%	3.1%	3.3%			
Year 1	\$ 782.95	\$ 778.49	Year 1 \$ 779.81	Year 6 \$ 916.67		
Year 2	\$ 811.94	\$ 802.71	Year 2 \$ 805.44	Year 7 \$ 946.80		
Year 3	\$ 842.00	\$ 827.69	Year 3 \$ 831.92	Year 8 \$ 977.91		
Year 4	\$ 873.17	\$ 853.44	Year 4 \$ 859.26	Year 9 \$ 1,010.05		
Year 5	\$ 905.50	\$ 880.00	Year 5 \$ 887.50	Year 10 \$ 1,043.25		

QUESTIONS?



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: June 10, 2021

SUBJECT: Discussion on expanding and revising the Carroll Urban Revitalization Plan

The City of Carroll adopted the current Urban Revitalization Plan on February 25, 2019. The Urban Revitalization Area in the current plan is generally bounded by 18th Street on the north, Grant Road on the east, Middle Raccoon River on the south and US Highway 71/Maple Park area on the west.

The current plan provides for tax exemption for residential properties that make improvements to their property where the assessed value increases by more than 10% on the first seventy-five thousand dollars (\$75,000) of actual assessed value added per living quarter by the improvements for a period of five (5) years from taxation.

In recent months, the Council has discussed the continued housing shortage in the City of Carroll and the need to jump start housing in the community through incentives. One idea was to expand the current Urban Revitalization Area citywide along with a second possibility of increasing the amount of tax exemption. Both of these will require an amendment to the current Urban Revitalization Plan.

There are two types of Urban Revitalization Plan amendments, 1) adding area to the Urban Revitalization Plan and 2) other Urban Revitalization Plan changes. The process of adding area to a plan is a time-consuming process requiring newspaper and mailed notices distributed 30 days in advance of a public hearing, a public hearing, a 30-day petition period, and then approval of an ordinance that amends the Urban Revitalization Area. The process to add area to an Urban Revitalization Plan typically takes 5 to 6 months to complete and is costly due to the mailing requirements. Other amendments to an Urban Revitalization Plan are much simpler than adding area to a plan. Such amendments include changing the effective date of a plan, changing the tax exemption schedule, and other changes that do not add area to an Urban Revitalization Plan. These changes simply require a newspaper notice, public hearing and approval of a resolution. This process can take less than 60 days and is less expensive since there are no mailing requirements.

The current tax exemption from taxation for residential properties on the first seventy-five thousand dollars (\$75,000) of actual assessed value added per living quarter by the improvements for a period of five (5) years is the base exemption for residential units. For single family residential and duplex units this is the maximum tax exemption without a blight designation. With a blight designation the tax exemption can go up to 100% of the increased value for 10 years. Residential buildings with three or more units can go up to 100% of the increased value for 10 years; however, the council elected to keep these sites at the same tax exemption level as single family residential and duplex units.

While there have been discussions at the Council level to consider a tax exemption higher than the \$75,000 per year over 5 years, it will take work and time to complete the needed analysis to determine if a portion of the City or the City as a whole meets the blight criteria required to offer a higher level of abatement. This work will require the outside assistance of planners and likely will take several months to complete. Due to this and due to the long lead time needed to add area to Urban Revitalization Plan and the ease of making changes to a plan once area is added, if the Council desires to begin offering tax exemption quickly staff would suggest the City amend the current Urban Revitalization Plan by making it citywide excluding the Rolling Hills South 4th Addition and possibly the Carroll Park Apartments Urban Renewal Area. Both the Rolling Hills South 4th Addition and the Carroll Park Apartments Urban Renewal Area were setup with residential TIF Districts and if the tax exemption were extended to these areas there would be no TIF revenue to repay the developer, therefore, they need to be excluded from the citywide Urban Revitalization Area.

RECOMMENDATION: Mayor and City Council review, discuss, and consider directing staff to proceed with amending the Urban Revitalization Plan to expand the current plan citywide with some exclusions.

COMBINED AMENDED AND RESTATED URBAN REVITALIZATION PLAN ADOPTION PROCEDURE

(for 30 day notice, i.e. new Plan or adding land*)

(ONCE PLAN HAS BEEN DRAFTED)

As of 8/9/13

(IOWA CODE CHAPTER 404)

<u>Date</u>	<u>Event</u>
Prior to June 23, 2021	Draft Urban Revitalization Plan with all necessary Code requirements (Iowa Code Section 404.2 and 404.3).
June 28, 2021	City Council reviews draft Plan.
June 28, 2021 (5:15 p.m.)	City Council adopts resolution of necessity and fixes date for public hearing far enough in advance so that residents/occupants receive 30 day mailed notice and 30 day published notice.
Publish on July 6, 2021 Get notice to paper by June 29 so it can be published on July 6, 2021	Publish Notice of a public hearing at least 30 days before the hearing.
No later than July 6, 2021	Send copy of Notice by ordinary mail to all owners of record within the urban revitalization area and also to “occupants” within the proposed area. Per Iowa Code Section 404.2(3) “Notice” shall be given by the thirtieth day prior to the public hearing.
August 9, 2021	Hold public hearing 5:15 p.m. at Carroll City Council Chambers
August 9, 2021	Adopt resolution approving the Plan. (Subject to 10% Petition for a second public hearing).
Between August 9, 2021 and November 8, 2021	Second public hearing if property owners or tenants owning more than 10% of the area file a request for a second public hearing within 30 days of the first hearing.
November 22, 2021 (1 st reading) Dec 13, 2021 (2 nd reading if not waived) Dec 27, 2021** (3 rd reading if not waived) ** Possibly Dec 20 due to Christmas.	Adopt the ordinance designating the Area. City can approve the first reading of the Ordinance and waive second and third readings at the same meeting as the Plan approval or hold all three readings. Ordinance cannot be published less than 30 days after public hearing. The City then publishes the Ordinance. The Ordinance is effective on the date of publishing, unless Ordinance states otherwise.

*7 day published notice is OK for 1) annexing land if entire City is originally in the Urban Revitalization Area or 2) any change that does not add land.



City of Carroll

Urban Revitalization Plan

Approved February 25, 2019

Plan expires July 1, 2029, unless terminated early or extended by the Carroll City Council.

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Section 7	Tax Exemption Schedule Options
7.01	Basis of Tax Exemption
7.02	Tax Exemption Schedules
7.03	Owner Selection
7.04	Selection Final
Section 8	Likely Funding Sources For Improvements
8.01	Property Owners Encouraged
8.02	Federal Assistance Programs
8.03	State Assistance Programs
8.04	Local Assistance Programs
Section 9	Application and Approval of Eligibility
9.01	Application Filed
9.02	Contents of Application
9.03	City Council's Approval Required

- 9.04 City Council Shall Forward Approved Applications
- 9.05 Succeeding Year Applications Not Necessary
- 9.06 Determination by County Assessor
- 9.07 Eligibility Determined
- 9.08 New Structures
- 9.09 Notification by Assessor
- 9.10 Exemption Granted For Succeeding Years
- 9.11 Prior Approval By City Council

Section 10 Limitations

- 10.01 Urban Renewal

Attachments

- A. Boundary Map of Revitalization Area
- B. Zoning Map
- C. Current Land Use Map
- D. Future Land Use Map
- E. List of Property Owners and Valuations
- F. Resolution of Finding
- G. Resolution Adopting Revitalization Plan
- H. Public Notice
- I. Sample Application
- J. Urban Revitalization Ordinance

A Plan for the City of Carroll Urban Revitalization Area

SECTION 1: FINDINGS AND INTENT

1.01 INTENT. It is the intent of the City Council of Carroll, Iowa, to establish an urban revitalization area, to be known as the Carroll Urban Revitalization Area, (hereafter referred to as “Area”) in accordance with the provisions established in Chapter 404, *Code of Iowa, 2018*, (the “Act”) in order to allow for the utilization of tax abatement and the other programs conferred by the Act in order to further the purposes of the Act and this plan. This document is intended to be the plan of the Area and to serve as the guiding tool in the employment of the various incentives and programs conferred in the Act.

1.02 RESOLUTION OF NECESSITY. On December 10, 2018, the City Council of the City of Carroll, Iowa (“City”), passed a resolution which found that the rehabilitation, conservation, redevelopment, economic development, or a combination thereof of the Area is necessary in the interest of the public health, safety, or welfare of the residents of the City. The City Council of the City also found that the Area substantially meets the criteria of Section 404.1, *Code of Iowa, 2017*, insofar as the Area is appropriate as an economic development area and for public improvements related to housing and residential development, or construction of housing and residential development, including single or multifamily housing.

[Section 404.2(1), *Code of Iowa, 2018*]

1.03 PLAN OBJECTIVES. The objectives of this plan were developed by the Carroll City Council. Objectives for the Area include the following:

- Housing development on vacant lots.
- Improve and create workforce housing;
- Improve and create market-rate housing.
- Use available funding programs in conjunction with tax abatement to foster improvements.
- Use rehabilitation funding programs for existing single-family homes.
- Promote multi-family housing development.
- Increase valuation of property in the designated area.

This plan shall outline the incentives which will be made available to property owners of eligible real estate, as conferred in Chapter 404, *Code of Iowa, 2018*, and as adopted by the City Council of Carroll. Through the utilization of tax exemptions, and the potential for the issuance of revenue bonds for revitalization projects, the City hopes to stimulate and improve the climate of residential land uses in the Area.

SECTION 2: LEGAL DESCRIPTION AND PROPERTY INFORMATION FOR THE URBAN REVITALIZATION AREA

2.01 DESCRIPTION OF AREA. The boundaries for the proposed Urban Revitalization Area includes the following described area:

The City of Carroll Urban Revitalization Area is all land located in the City of Carroll, Carroll County Iowa with in the following described area:

Starting at a point of beginning at the center of the intersection of US Highway 71 and West 18th Street; thence easterly along the centerline of 18th Street to a point in the center of the intersection of East 18th Street and North Grant Road; thence southerly along the centerline of Grant Road to a point in the center of the intersection of South Grant Road and South Clark Street; thence northwesterly along the centerline of South Clark Street to a point located along the centerline of South Clark Street that is 830 feet southerly of the center of the intersection of South Clark Street and Bluff Street along the centerline of South Clark Street; thence directly west to a point in the center of the Middle Raccoon River; thence northwesterly along the center of the Middle Raccoon River to a point on the centerline of South Main Street; thence northeasterly along the centerline of South Main Street to a point in the center of the intersection of South Main Street and Bluff Street; thence westerly along the centerline of West Bluff Street continuing along that line that extends to a point in the center of Middle Raccoon River; thence generally northwesterly along the center of the Middle Raccoon River to a point on the centerline of US Highway 71; thence north along the centerline of US Highway 71 to a point in the center of the intersection of US Highway 71 and West 3rd Street; thence west along the centerline of West 3rd Street, approximately 1,326 feet, to a point on the Carroll City Limits; thence north along the Carroll City Limits, approximately 2,462 feet, to a point on the south right-of-way line of the Union Pacific Railroad; thence southeasterly along the south right-of-way line of the Union Pacific Railroad, approximately 1,638 feet, to a point on the centerline of US Highway 71; thence northerly along the centerline of US Highway 71 to the point of beginning at the center of the intersection of US Highway 71 and West 18th Street.

The Area is depicted on a map in Attachment A.

[Section 404.2(2) (a), *Code of Iowa, 2018*]

2.02 DESCRIPTIVE LISTINGS OF ALL REAL ESTATE IN THE URBAN REVITALIZATION AREA. Attached hereto as Attachment E and incorporated herein by reference, is a list inclusive of all real estate parcels which exist in the Area at the time of its adoption. Information is provided for each real estate parcel located in the Area which contains, at a minimum, information concerning the existing assessed valuation of the real estate by separating the valuation of land, dwellings, and improvements, along with the names and addresses of the last owners of record.

[Section 404.2(2) (b, c), *Code of Iowa, 2018*]

2.03 EXISTING ZONING CLASSIFICATIONS AND DISTRICT BOUNDARIES. The City of Carroll is zoned. A zoning map is attached as Attachment B.

[Section 404.2(2) (d), *Code of Iowa, 2018*]

2.04 EXISTING LAND USES AND PROPOSED LAND USES. The primary use of land in the Area is for residential purposes, but includes a central business area, a concentrated light industrial and commercial area, and a small scattering of other commercial or light industrial uses. The periphery of the community is surrounded by agricultural uses. The Current Land Use Map (Attachment C) and Future Land Use Map (Attachment D) are attached and by reference incorporated herein.

[Section 404.2(2) (d), *Code of Iowa, 2018*]

SECTION 3: PROPOSED PUBLIC SERVICE IMPROVEMENTS

The City of Carroll has identified several potential service improvement projects which they hope to implement over time. Potential projects include but are not limited to:

- Housing lot development.
- Sidewalk repair and replacement.
- Sanitary sewer maintenance and improvements.
- On-going street improvements.
- Water service improvements.
- Storm sewer service improvements.
- Park improvements.

[Section 404.2(2) (e), *Code of Iowa, 2018*]

SECTION 4: APPLICABILITY OF REVITALIZATION PROGRAMS

The following paragraphs establish the applicability of the revitalization programs and benefits to various property classifications, and land uses, in the Area:

1. Revitalization benefits in the Area are applicable to any property in the Area assessed as residential, multiresidential, or combinations thereof, on which eligibility requirements are met or exceeded. All revitalization projects must comply with local ordinances in effect at the time a project is initiated in order to be eligible for the benefits of the plan.
2. Revitalization benefits in the Area are not applicable to any property in the area assessed as agricultural, except that the primary residential structure, or a structure considered to be accessory to the principal residential structure shall be eligible as other residential property would be.
3. Revitalization of qualified real estate in the Area may consist of rehabilitation or additions to existing structures, or new construction on unimproved real estate, or combinations thereof. Qualified real estate is defined in Section 404.3(8), *Code of Iowa, 2018*, and as found herein.
4. The Carroll Urban Revitalization Area will remain a revitalization area until July 1, 2029, the City repeals the ordinance establishing the Area, or repeals or amends the exemption benefits contained in this plan. However, if in the opinion of the City Council, the desired conservation, rehabilitation, development, or redevelopment has been attained, or economic conditions are such that the continuation of the exemptions granted by the City are no longer of benefit to the City, the City Council may repeal the ordinance establishing the revitalization area pursuant to the Act before the expiration date of July 1, 2029. In such event of a repeal of the revitalization area, all existing exemptions shall continue until their expiration. Conversely, if in the opinion of the City Council, the established goals and objectives of the revitalization plan have not been attained, the Council may, by

resolution, extend the life of the revitalization area. The City reserves the right to extend, amend, terminate or repeal the plan and/or the ordinance to the extent allowed by law.

5. The City Council will also consider the issuance of revenue bonds, as provided by Chapter 404 and 419, *Code of Iowa, 2018*, for qualified revitalization projects within the Area. [Section 404.2(2)(f), *Code of Iowa, 2018*]

SECTION 5: RELOCATION PLANS

5.01 QUALIFIED TENANT. A "Qualified Tenant" as used in this plan shall mean the legal occupant of a residential dwelling unit or business location, located within the designated revitalization area, who has occupied the same dwelling unit continuously since one year prior to the City's adoption of the plan for the revitalization area, in accordance with Section 404.2, *Code of Iowa, 2018*.

5.02 RELOCATION PLAN. As established in Section 404.6, *Code of Iowa, 2018*, the City, upon application to it and after verification by it, shall require compensation of at least one month's rent and may require compensation of actual relocation expenses be paid to a qualified tenant whose displacement is due to action on the part of a property owner to qualify for the benefits conferred by this plan, and Chapter 404, *Code of Iowa, 2018*. Relocation expenses shall be the responsibility of owners of said property where the displacement or necessity to relocate occurs, as condition for receiving a tax exemption or other allowable benefit under this plan, or Chapter 404, *Code of Iowa, 2018*.

[Section 404.2(2) (g), *Code of Iowa, 2018*]

SECTION 6: QUALIFIED REAL ESTATE AND INCREASE IN ACTUAL VALUE REQUIREMENTS

6.01 QUALIFIED REAL ESTATE. As used in this plan, "Qualified Real Estate" means real property which is located in the designated revitalization area, and to which Improvements have been added during the time the Area was so designated a revitalization area, with those Improvements having increased the actual value of the real property by at least the percentage indicated in Section 6.06 below.

[Section 404.3(8), *Code of Iowa, 2018*]

6.02 IMPROVEMENTS. As used in this plan, "Improvements" includes rehabilitation and additions to existing structures as well as new construction on vacant land or on land with existing structures.

[Section 404.3(8), *Code of Iowa, 2018*]

6.03 IMPROVEMENTS ON AGRICULTURAL LAND. The City Council finds that in order to meet the goals and objectives of this plan, new construction or improvements to the principal residential structure on land assessed as agricultural will be considered Improvements in regard to meeting the eligibility requirements for receiving the benefits established within this plan. The City Council believes that the minimum amount of land assessed as agricultural will need to be utilized in order to attain the established goals and objectives of this plan.

[Section 404.3(8), *Code of Iowa, 2018*]

6.04 ACTUAL VALUE ADDED BY THE IMPROVEMENTS. For the purposes of this plan, "actual value added by the improvements" shall mean the actual value added as of the first year for which the exemption was received.

[Section 404.3(8), *Code of Iowa, 2018*]

6.05 ZONING/BUILDING PERMIT REGULATIONS APPLY. For an Improvement to be eligible to receive the benefits conferred in this plan, the Improvements must adhere to all zoning and building permit requirements and applicable zoning, building permit and other City code provisions and regulations.

[Section 404.3, *Code of Iowa, 2018*]

6.06 INCREASE IN VALUE-ADDED REQUIREMENT. In order to qualify for the tax exemptions or other benefits conferred in this plan, the Improvements made to Qualified Real Estate must increase the actual value of such real estate by at least ten (10%) percent as determined by the County Assessor.

[Section 404.3(8), *Code of Iowa, 2018*]

SECTION 7: TAX EXEMPTION SCHEDULE OPTIONS

7.01 BASIS OF TAX EXEMPTION. All Qualified Real Estate is eligible to receive an exemption from taxation on the actual value added by Improvements.

[Section 404.2(2) (f), *Code of Iowa, 2018*]

7.02 TAX EXEMPTION SCHEDULES. The following paragraph outlines the available tax exemption schedule available for Improvements to Qualified Real Estate that have resulted in the increase in actual value of the property by the established minimum percentage (10%). Tax exemptions are only available on that portion of actual valuation which is added by an Improvement which was made during the time of the designation of the revitalization area. The exemptions are as follows:

Option 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.

[Section 404.3 (4), *Code of Iowa, 2018*]

Option 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.

[Section 404.3A, *Code of Iowa, 2018*]

7.03 OWNER SELECTION. The owners of Qualified Real Estate eligible for the exemption provided in this section shall elect to take the applicable exemption provided in Section 7.02.

7.04 SELECTION FINAL. Once the owner of Qualified Real Estate has elected to utilize the exemption schedule and the exemption is granted, the owner is prohibited from changing the method of exemption.

[Section 404.3(6), *Code of Iowa, 2018*]

SECTION 8: LIKELY FUNDING SOURCES FOR IMPROVEMENTS

8.01 PROPERTY OWNERS ENCOURAGED. The City Council encourages all property owners to investigate funding sources for improvements to real property, and to apply to those sources which are applicable to the types of improvements being proposed.

8.02 FEDERAL ASSISTANCE PROGRAMS. The Department of Housing and Urban Development (HUD) offers a variety of grant and loan programs for rehabilitation, improvements, and new construction improvements. The Community Development Block Grant (CDBG) program is a HUD-funded program which is administered by the State of Iowa. Each year a portion of the funding is slated for use as housing rehabilitation monies which are applied for by communities, and administered by those communities which receive funding.

USDA Rural Development also has a variety of grant and loan programs available for rehabilitation, improvements and new construction improvements. Most of the programs administered by USDA Rural Development are limited to communities of less than 10,000 population, or rural areas.

Region XII Council of Governments and its affiliated organizations may also have grants and loans available for housing improvements beyond those offered by HUD or USDA.

[Section 404.2(j), *Code of Iowa, 2018*]

8.03 STATE ASSISTANCE PROGRAMS. The Iowa Economic Development Authority (IEDA) administers several federally-funded programs and a number of state-funded programs which are intended to provide funding alternatives for owner-occupied and rental property improvements. The State is also providing alternate financing for property improvements through the Iowa Finance Authority (IFA).

[Section 404.2(j), *Code of Iowa, 2018*]

8.04 LOCAL ASSISTANCE PROGRAMS. Local assistance programs may be available during various times during the life of this Plan. This includes required Low-to-Moderate Income set aside funds under Urban Renewal/Tax Increment Financing.

[Section 404.2(j), *Code of Iowa, 2018*]

SECTION 9: APPLICATION AND APPROVAL OF ELIGIBILITY

9.01 APPLICATION FILED. An application, on the form provided by the City, shall be filed for each new exemption claimed. Applications shall be filed by the property owner for an exemption to be claimed with the City Council by February 1 of the assessment year for which the exemption is first claimed, but in no instance later than the year in which all Improvements included in the project are first assessed for taxation, or the following two assessment years, in which case the exemption is allowed for the total number of years in the exemption schedule. The City may allow a property owner to submit an application after the above deadlines subject to the discretion of the Council and the limitations outlined in Iowa Code Section 404.4. If a project is started in one year and is not completed until the following year, the application should be submitted in the year the project is completed. Submitting an application based upon partial completion of the project may result in the award of a partial exemption, as explained in Iowa Code Chapter 404 and corresponding regulations.

[Section 404.4, *Code of Iowa, 2018*]

9.02 CONTENTS OF APPLICATION. The application shall contain, but not be limited to, the following information:

1. Name of applicant/property owner;
2. Applicant's complete mailing address and telephone number;
3. Nature of the improvement;
4. Cost of the improvement;
5. Estimated, or actual, date of completion;
6. Name(s) of the tenants that occupied the property on the date the city adopted the resolution referred to in Section 404.2(1), *Code of Iowa, 2018*;
7. The exemption schedule to be utilized; and,
8. A copy of most recent property tax statement.
[Section 404.4, *Code of Iowa, 2018*]

9.03 CITY COUNCIL'S APPROVAL REQUIRED. The City Council shall approve the application, subject to review by the County Assessor, if the project:

1. is in conformance with the revitalization plan;
2. is located in the designated revitalization area; and,
3. Improvements were made during the time the Area was so designated a revitalization area.
[Section 404.4, *Code of Iowa, 2018*]

9.04 CITY COUNCIL SHALL FORWARD APPROVED APPLICATIONS. The City Council shall cause to have forwarded the approved applications to the County Assessor by March 1 of each year, along with a statement indicating the exemption schedule.

9.05 SUCCEEDING YEAR APPLICATIONS NOT NECESSARY. Applications for exemption for succeeding years on approved projects shall not be required.
[Section 404.4, *Code of Iowa, 2018*]

9.06 DETERMINATION BY COUNTY ASSESSOR. The County Assessor shall review each first-year applications by making a physical review of the property, to determine if the Improvements made actually increased the actual valuation of the Qualified Real estate by the ten (10%) percent requirement, as established herein.
[Section 404.5, *Code of Iowa, 2018*]

9.07 ELIGIBILITY DETERMINED. If the Assessor determines that the actual value of the real estate has increased by at least the requisite percentage, the assessor shall proceed to determine the actual value of the property and certify the valuation determined pursuant to Section 404.3, *Code of Iowa, 2018*, to the County Auditor at the time of transmitting the assessment rolls.
[Section 404.5, *Code of Iowa, 2018*]

9.08 NEW STRUCTURES. If a new structure is erected on land upon which no structure existed at the start of the new construction, the assessor shall proceed to determine the actual value of the property and certify the valuation determined pursuant to Section 404.3, *Code of Iowa, 2018*, to the Auditor at the time of transmitting the assessment rolls.
[Section 404.5, *Code of Iowa, 2018*]

9.09 NOTIFICATION BY ASSESSOR. The assessor shall notify the applicant of the determination, and the assessor's decision may be appealed to the local board of review at the times specified in Section 441.37, *Code of Iowa, 2018*.

[Section 404.5, *Code of Iowa, 2018*]

9.10 EXEMPTION GRANTED FOR SUCCEEDING YEARS. After the tax exemption is granted, the Assessor shall continue to grant the tax exemption, with periodic physical review by the Assessor, for the time period specified in the exemption schedule option elected by the property owner, and which was approved, without applications for succeeding years of exemption schedule.

[Section 404.5, *Code of Iowa, 2018*]

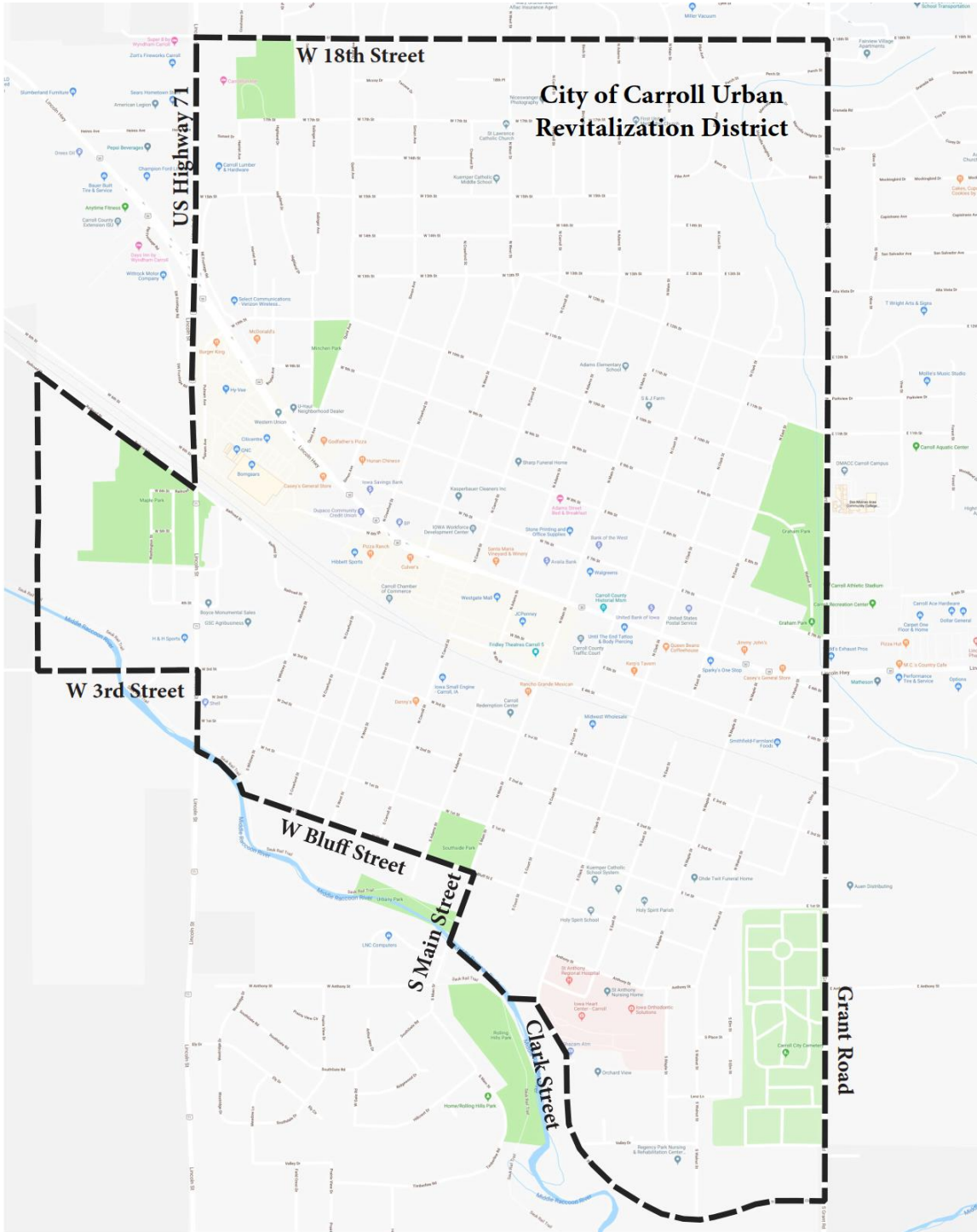
9.11 PRIOR APPROVAL BY CITY COUNCIL. According to Section 404.4, *Code of Iowa, 2018*, a person may submit a proposal for an improvement project to the City Council to receive prior approval for eligibility for a tax exemption on the project. The City Council shall, by resolution, give its prior approval for an improvement project if the project is in conformance with this plan. Such prior approval shall not entitle the owner to exemption from taxation until the Improvements have been completed and found to be Qualified Real Estate; however, if the proposal is not approved, the person may submit an amended proposal for the governing body to approve or reject.

SECTION 10: LIMITATIONS

10.01 URBAN RENEWAL. The City also has or may adopt a tax increment financing program which is designed to provide incentives for development. Accordingly, a property that, in the determination of the City Council, is within an urban renewal area and is receiving either direct or indirect benefits that were financed through a tax increment financing program, shall not be eligible for tax abatement under this revitalization plan absent specific approval from the City Council. If an application under this plan is denied by the City Council because the property for which an exemption is requested is within an existing urban renewal area, the owner may reapply for benefits under this plan for the same property if the property has subsequently been removed from the urban renewal area, provided the property remains in the revitalization Area and all other plan requirements are met.

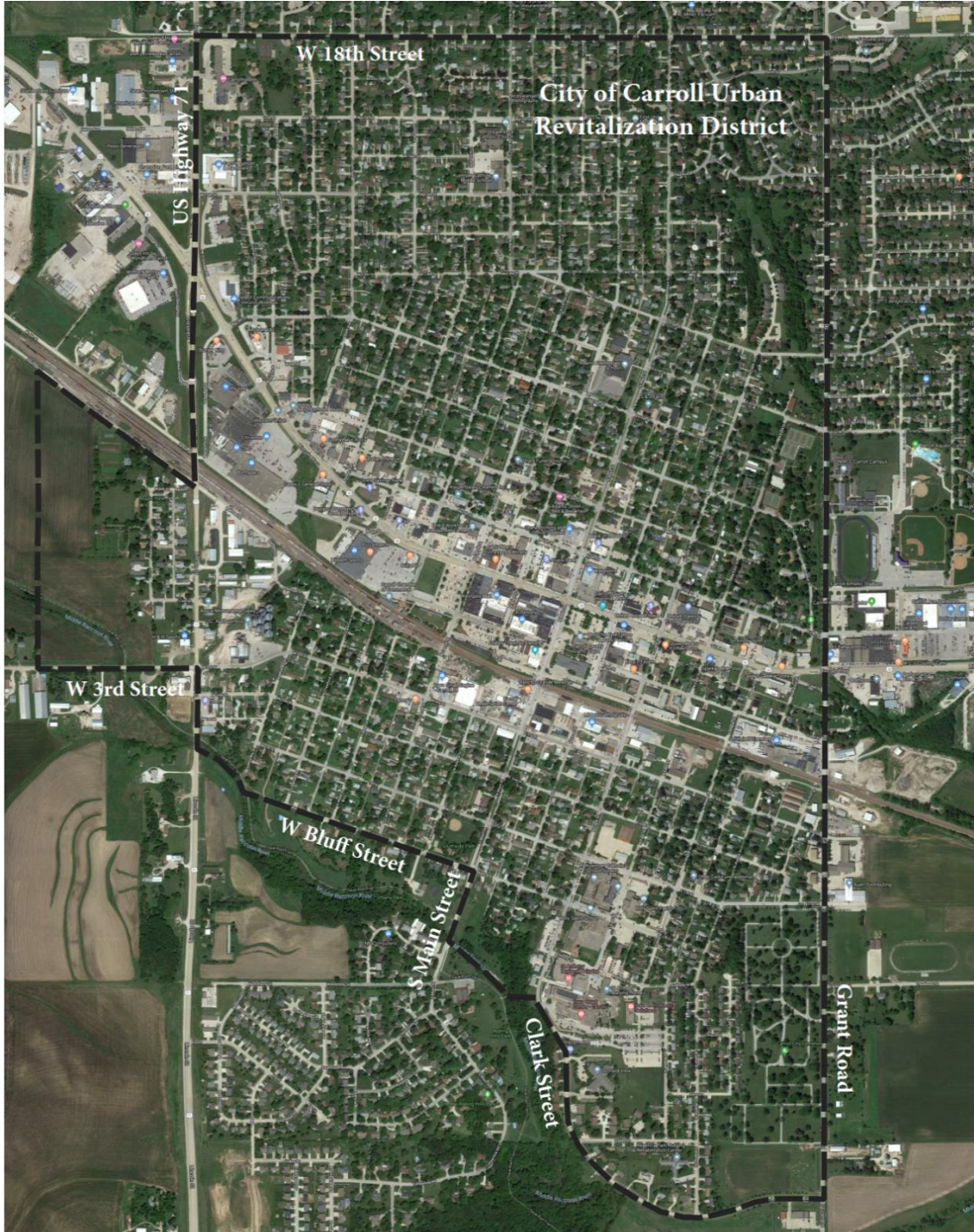
ATTACHMENT A

BOUNDARY MAP OF REVITALIZATION AREA STREET MAP



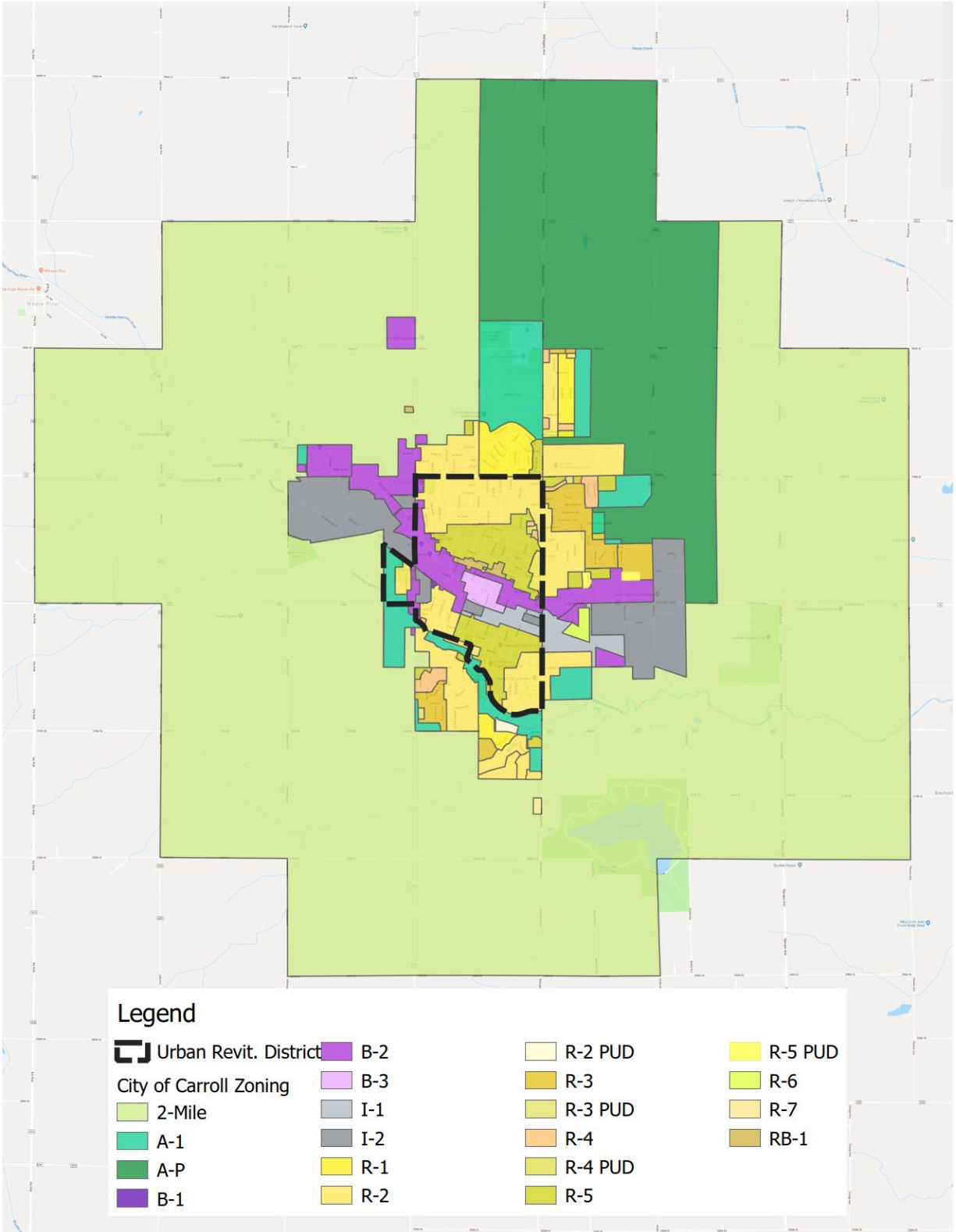
ATTACHMENT A

BOUNDARY MAP OF REVITALIZATION AREA HYBRID MAP



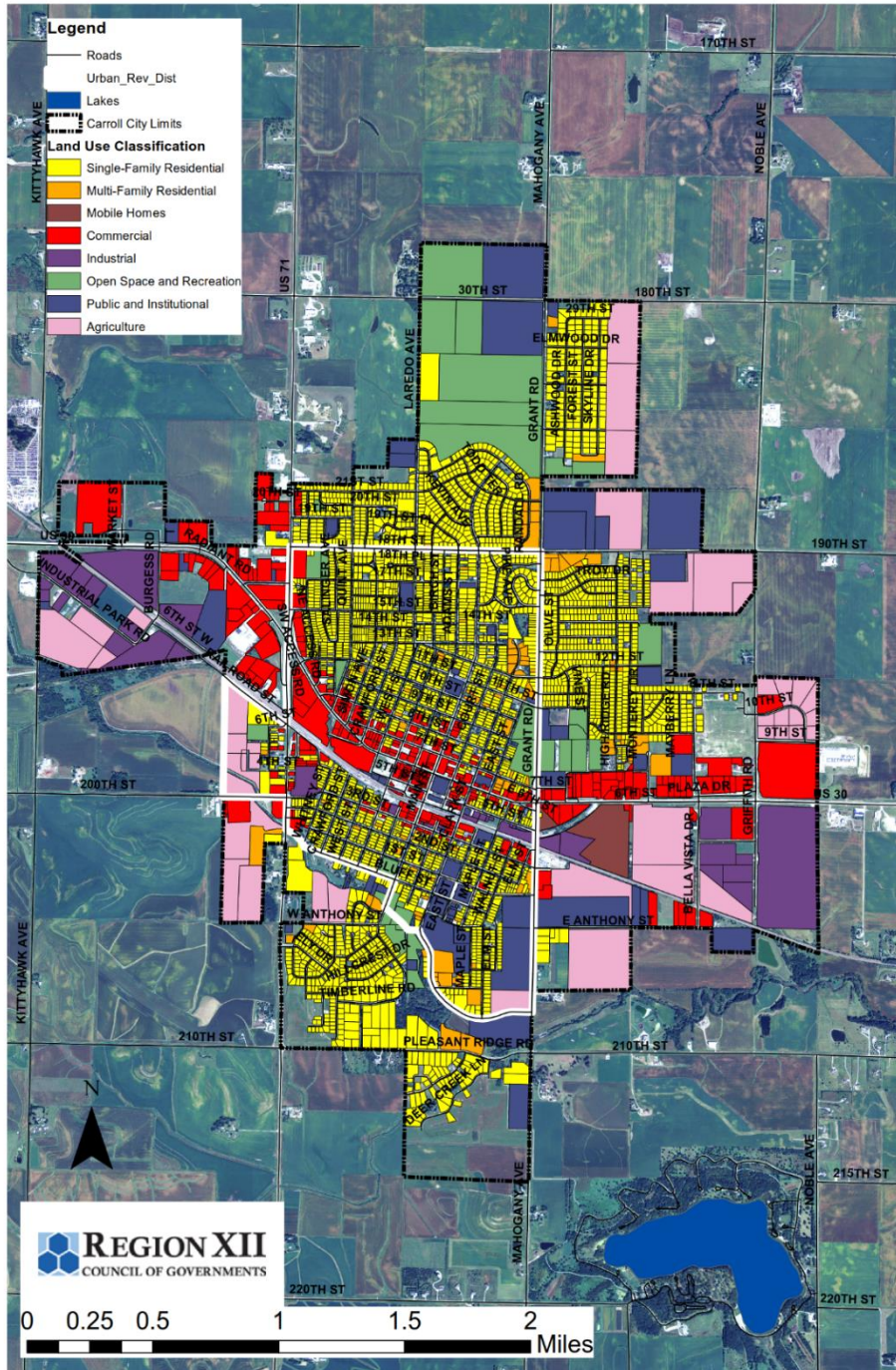
ATTACHMENT B

ZONING MAP



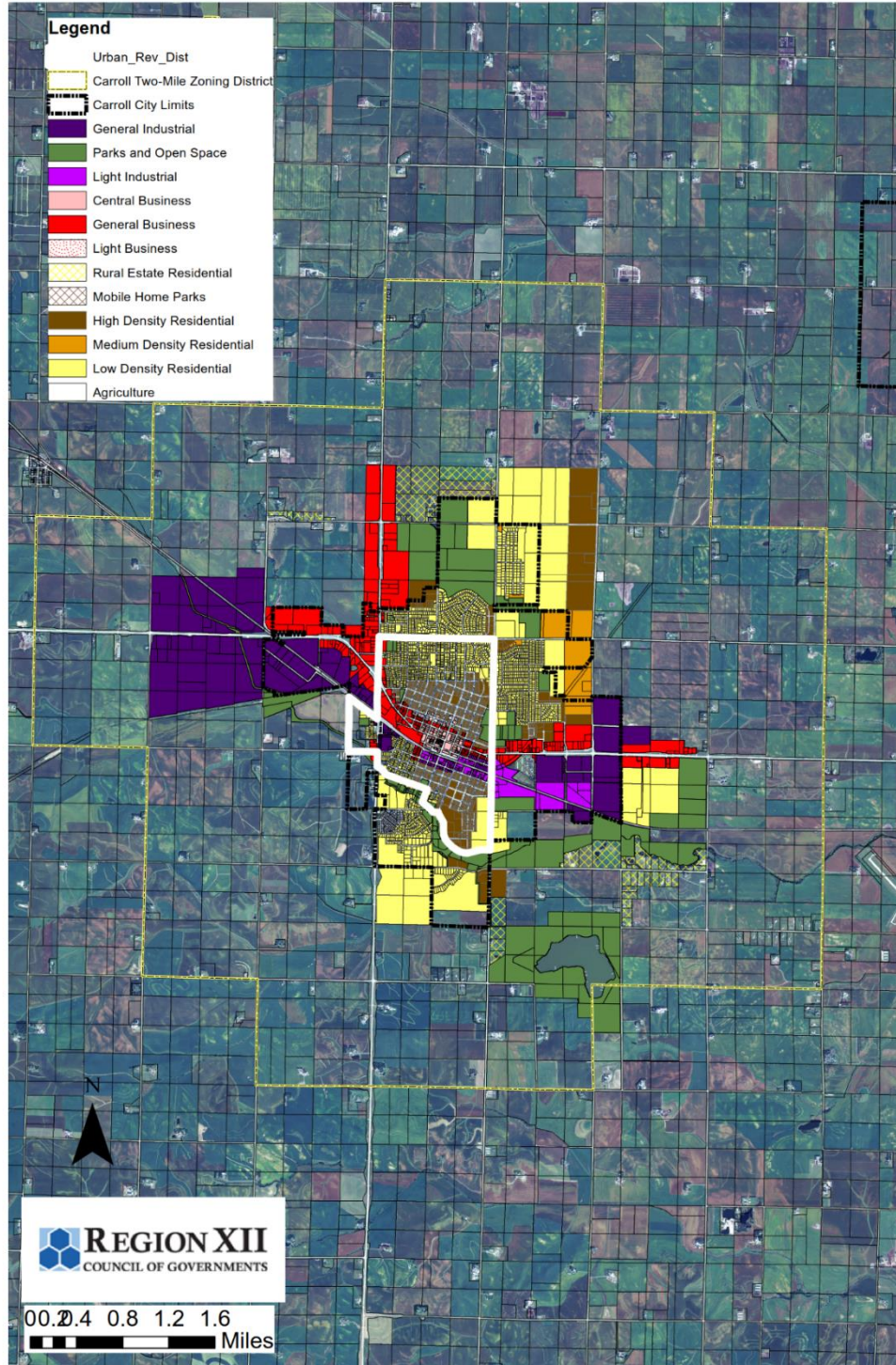
ATTACHMENT C

CURRENT LAND USE MAP



ATTACHMENT D

FUTURE LAND USE MAP



City of Carroll

627 N. Adams Street

Carroll, Iowa 51401

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Mike Pogge-Weaver, City Manager *WSP-W*
FROM: Jack Wardell, Director of Parks and Recreation *PW*
DATE: June 9, 2021
SUBJECT: Carroll Recreation Center Building Improvements Project – 2021

The City of Carroll has a Contract for Services Agreement with RDG Planning & Design – Des Moines, Iowa for the Carroll Recreation Center Building Improvements Project – 2021. Representatives from RDG will be present via Zoom and will review the plan drawing, updated cost estimates and the possible next steps for the project.

The scope of the work will involve design and documentation of a new east side gymnasium, new elevated track that will encompass the current gymnasium as well as the new gymnasium, remodeling the existing four locker rooms, the addition of four family changing rooms, a wet classroom, commons area and control desk area relocation near the west side entrance. In addition, the project will replace four of the existing air handling units (AHU) 1,2,4, and 5. Possible bid alternates could include remodeling and relocating the offices and activities room.

Preliminary Schedule

Schematic Design	Completed	- March 15, 2021 – May 14, 2021
Design Development	In process	- May 17, 2021 – July 30, 2021
Construction Documents		August 2, 2021 – December 1, 2021
Bidding – Negotiation		December 1, 2021 – January 12, 2022
Approval of Bids & Award of Contract		January 24, 2022
Construction		February 2022 – April 2023

Cost of Work

	Original March 3, 2021 Cost Estimate	Current May 14, 2021 Cost Estimate
Construction	\$ 6,280,000	\$ 6,340,001
AHU Replacement	\$ 400,000	\$ 803,562
Total Construction Cost	\$ 6,680,000	\$ 7,143,563
Survey, Geo, Permits	\$ 35,000	\$ 35,000
FF & E	\$ 15,000	\$ 15,000
Design & Expenses	\$ 480,000	\$ 480,000
Misc.	\$ 186,000	\$ 186,000
Construction Contingency	\$ 314,000	\$ 314,000
Misc Costs	\$ 1,030,000	\$ 1,030,000
Total Cost of Work	\$ 7,710,000	\$ 8,173,563

Difference \$ **463,563**

Budgeted Funding

LOST – Council Approved	\$5,740,000
GO Bond	\$ 700,000
Additional LOST	\$1,000,000
General Fund (AHU Funding)	\$ 157,000
Hotel/Motel (AHU Funding)	\$ 50,000
<u>LOST (AHU Funding)</u>	<u>\$ 100,000</u>
Funds Available	\$7,747,000

Based on current construction and replacement costs the project is \$426,563 over current funding.

Cost Savings Options:

There are options the council could consider to reduce the overall project cost at this point including:

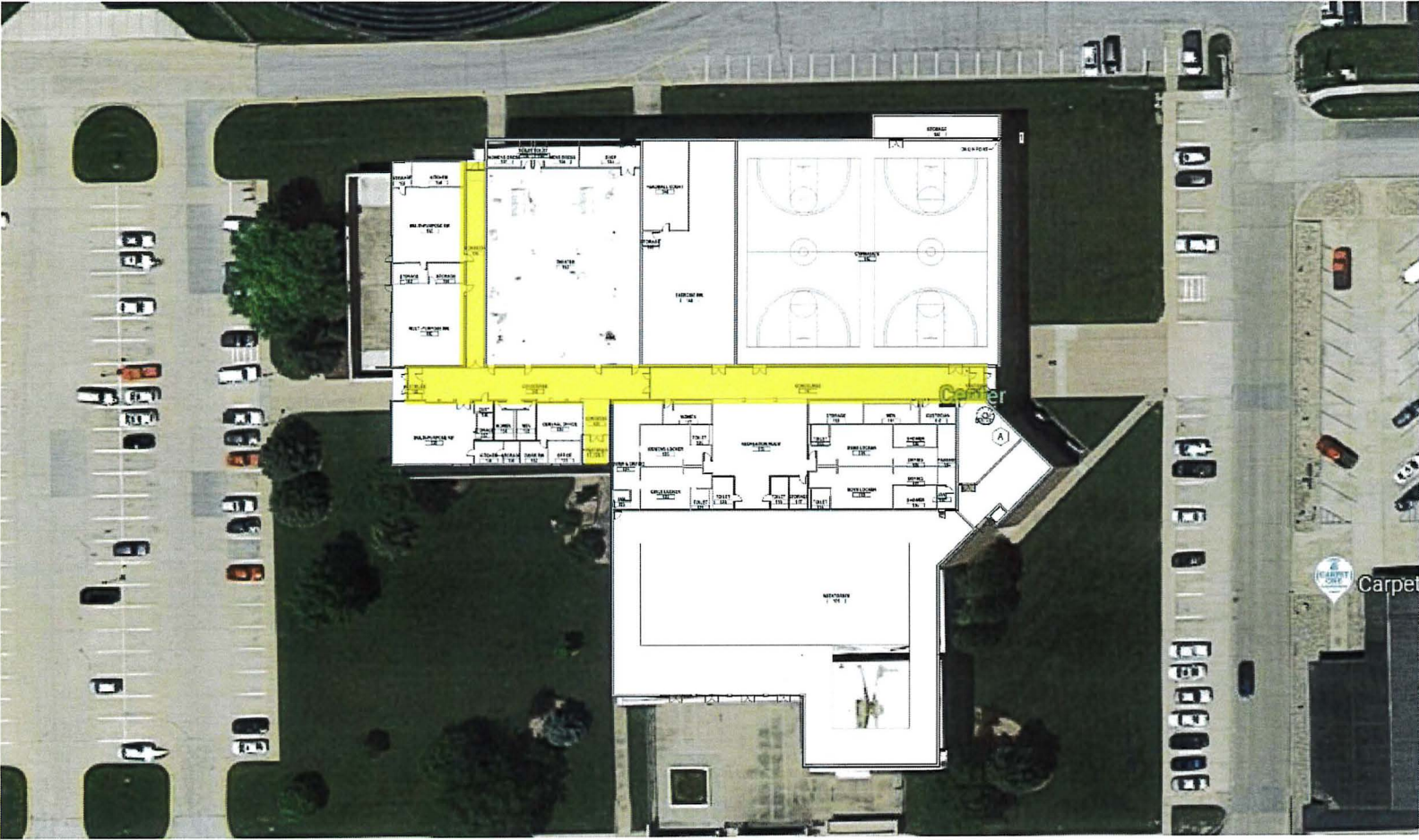
1. Eliminate Group Exercise Addition & Replace w/ original storage room addition
Deduct (\$570,873)
2. Use Insulated Metal Panels on steel frame @ gym addition in lieu of CMU/Brick
Deduct (\$148,412)
3. Reduce amount of glass @ gym addition by 50%
Deduct (\$48,881)
4. Substitute brick for metal wall panels
Deduct (\$47,728)
5. Eliminate office and activities room remodeling
Deduct (\$257,592)
6. Substitute ceramic tile in lieu of terrazzo at East corridor and commons
Deduct (\$14,367)
7. Substitute wood flooring in gym in lieu of synthetic rubber
Deduct (\$25,715)

RECOMMENDATION: For the Mayor and City Council consideration and direction on how to proceed with the Carroll Recreation Center Buildings Improvement Plan.



Floor Plan Concepts

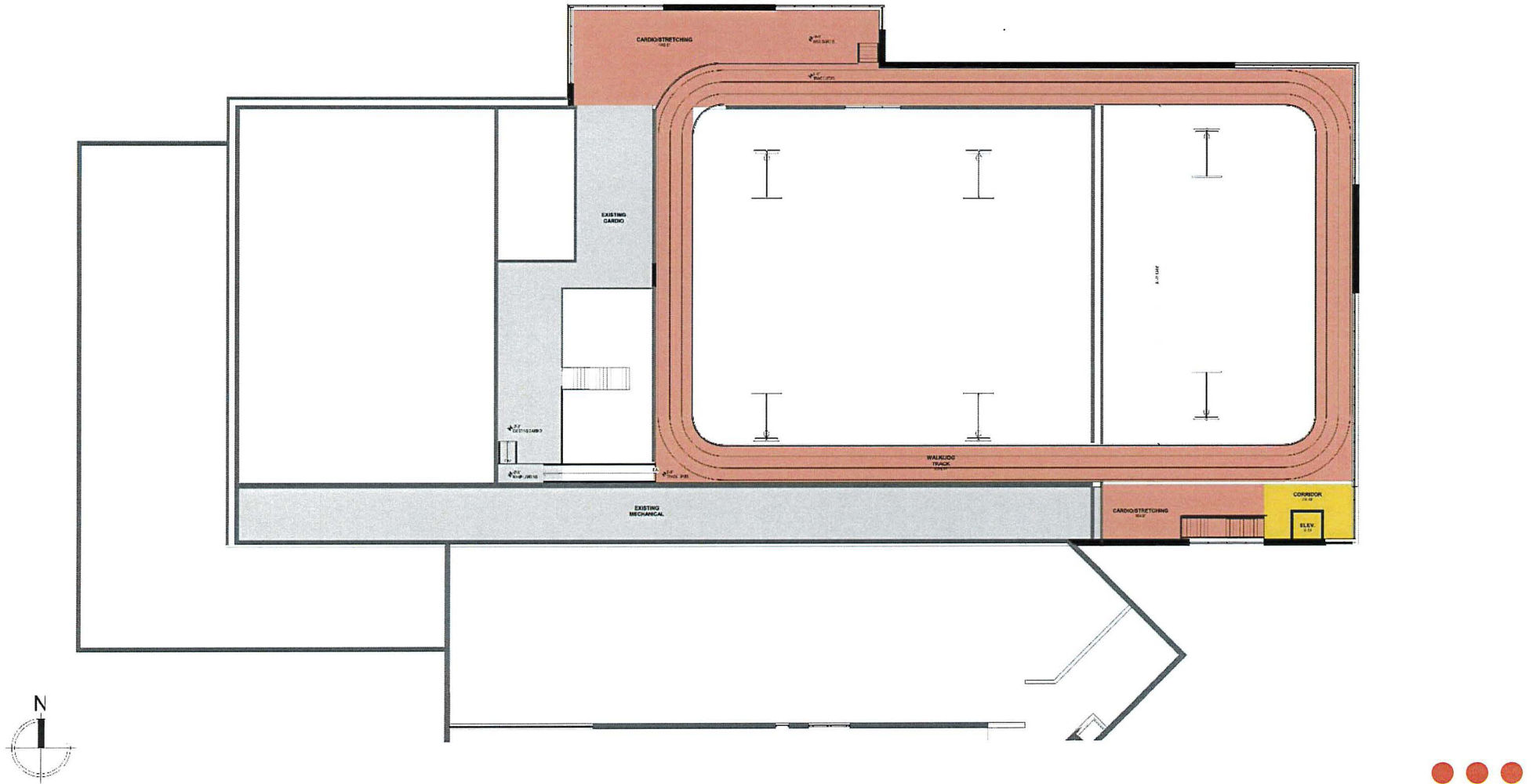
City of Carroll – Recreation Center > **Existing Floor Plan / Site Plan**



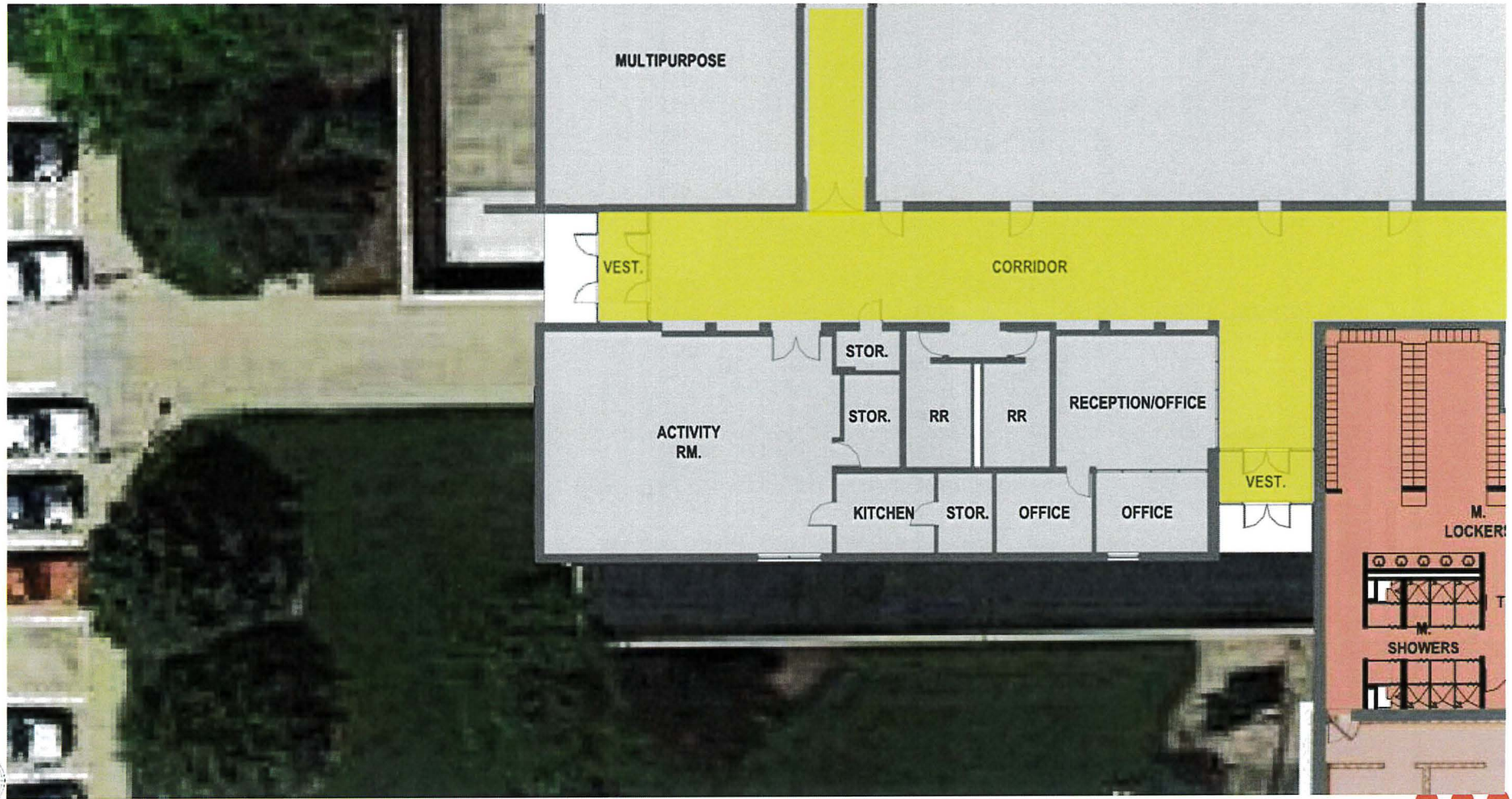
City of Carroll – Recreation Center > Schematic Design

OVERALL FIRST FLOOR

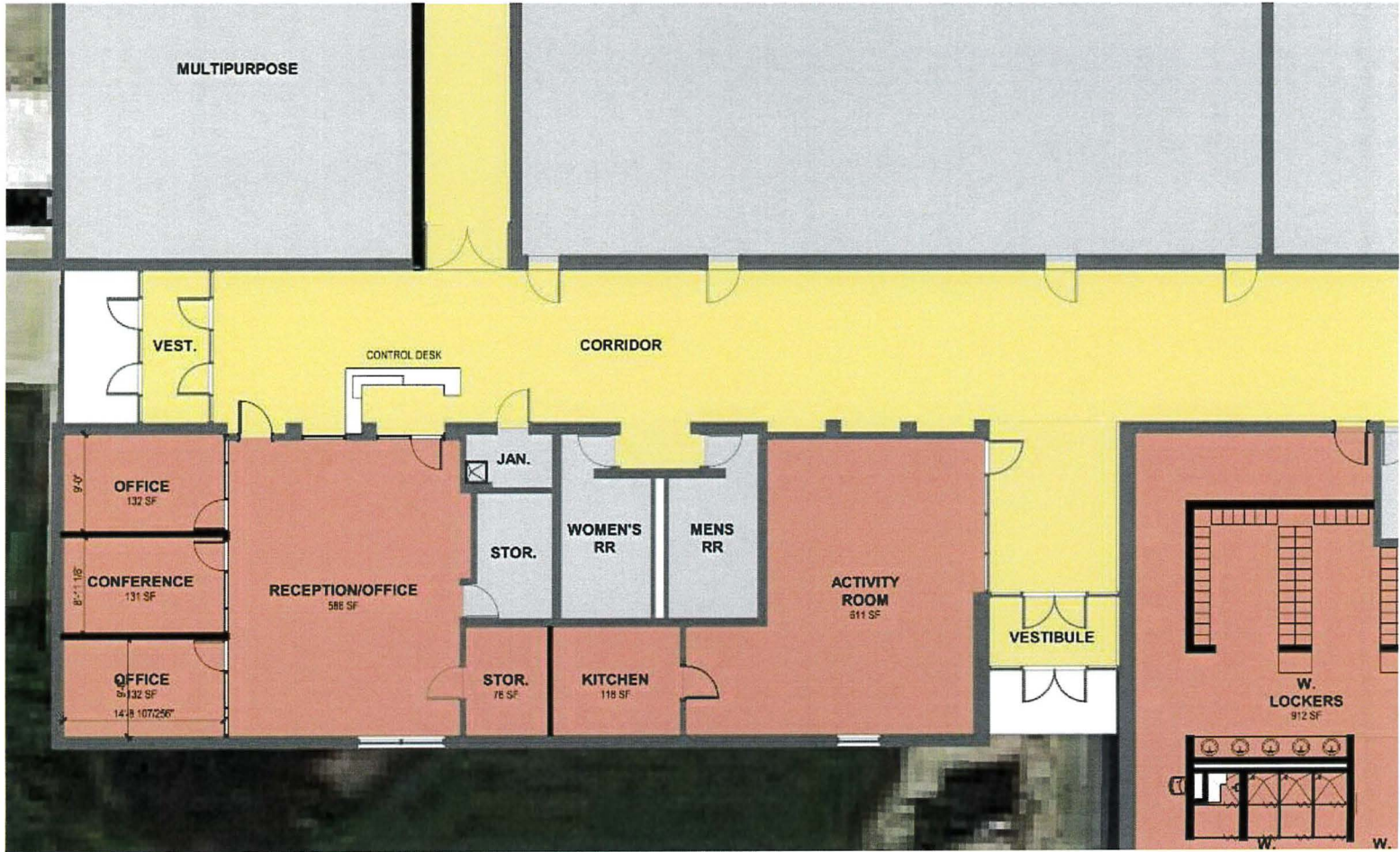




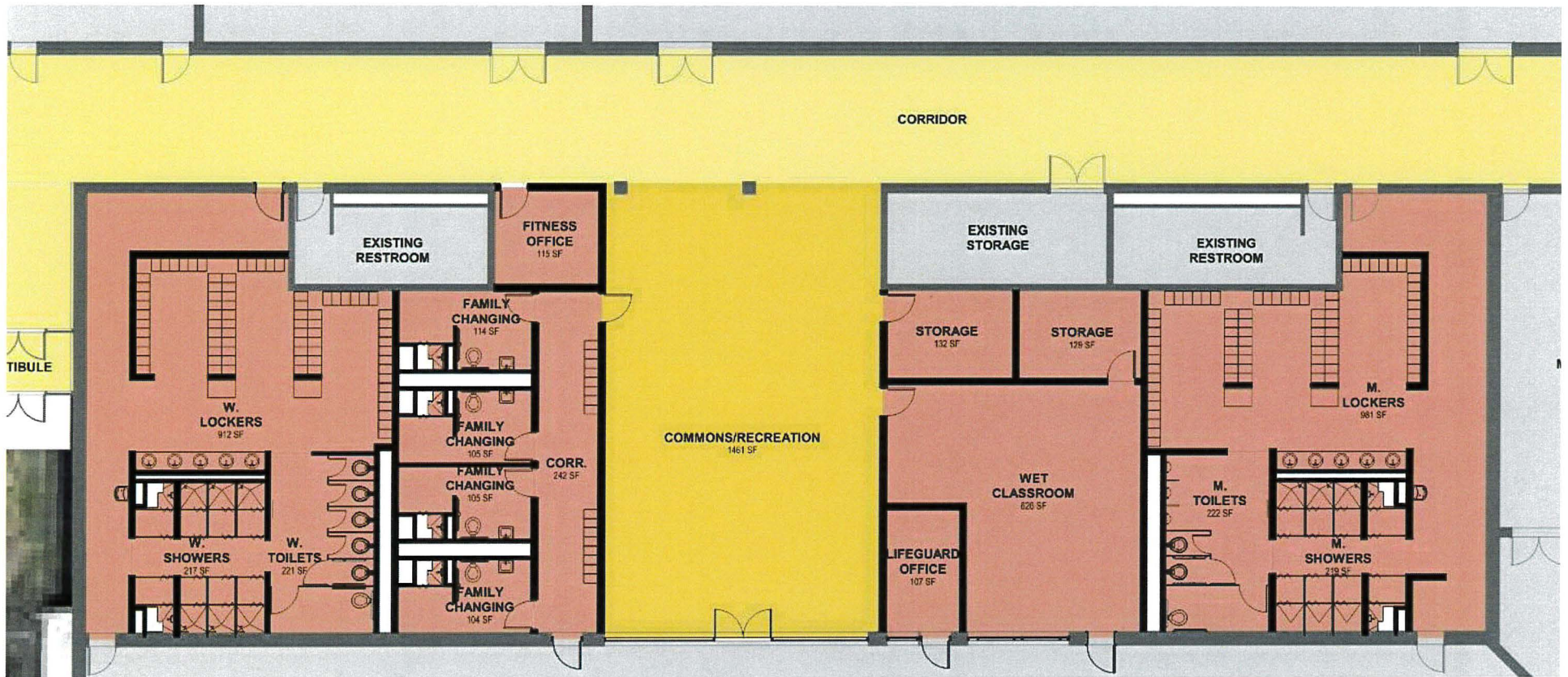
City of Carroll – Recreation Center > Existing



City of Carroll – Recreation Center > Schematic Design

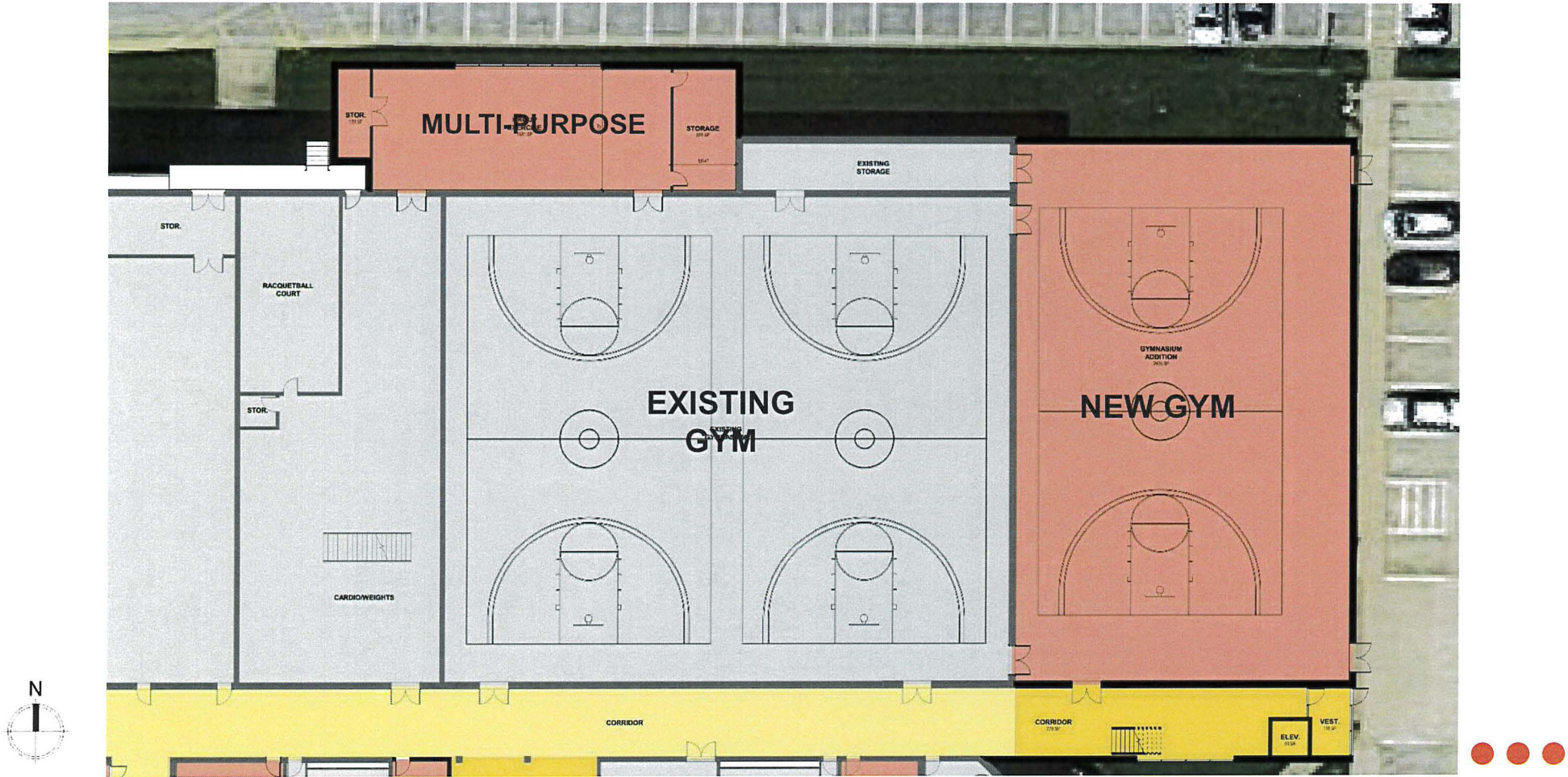


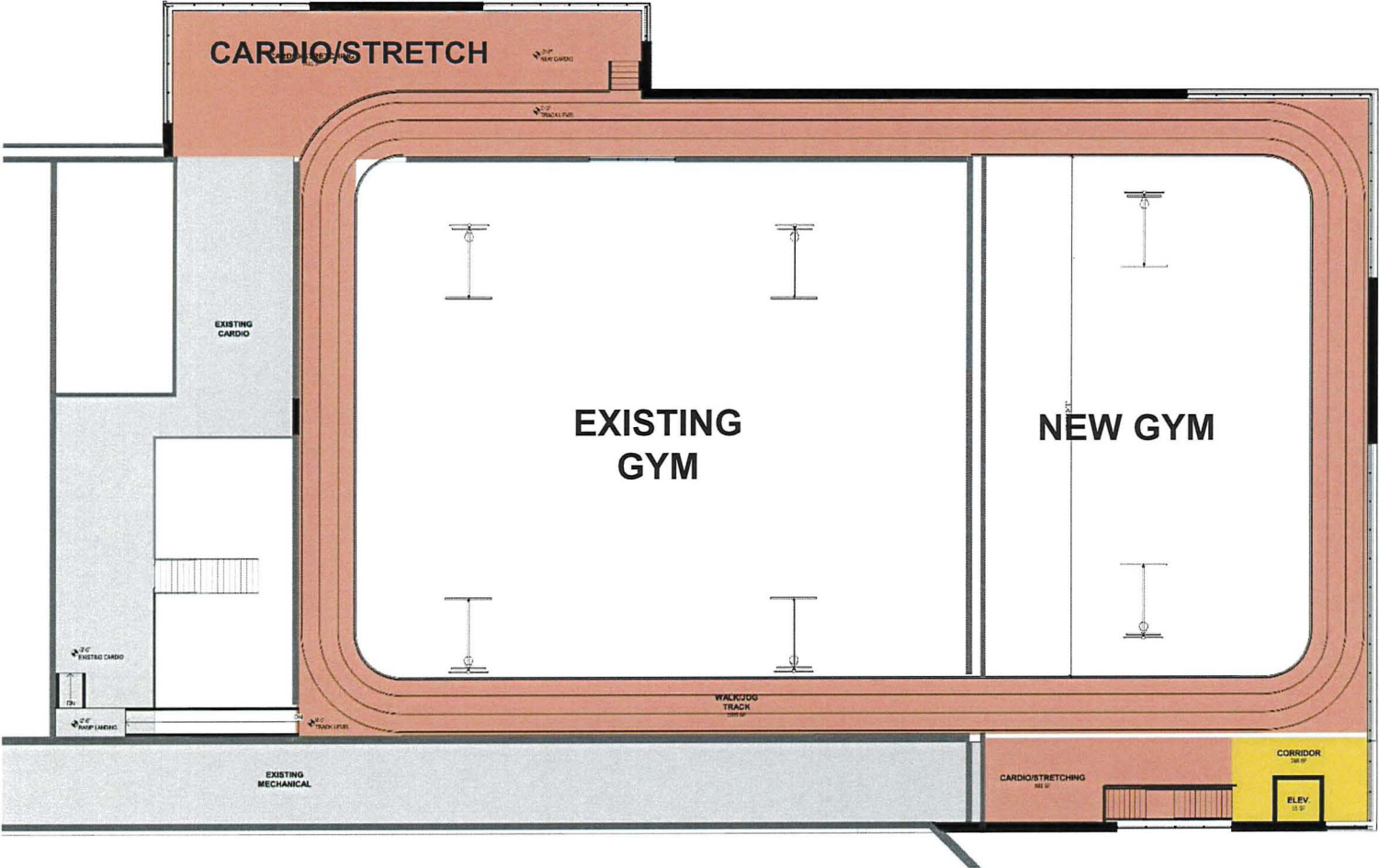
City of Carroll – Recreation Center > Schematic Design – Locker Rooms - NEW



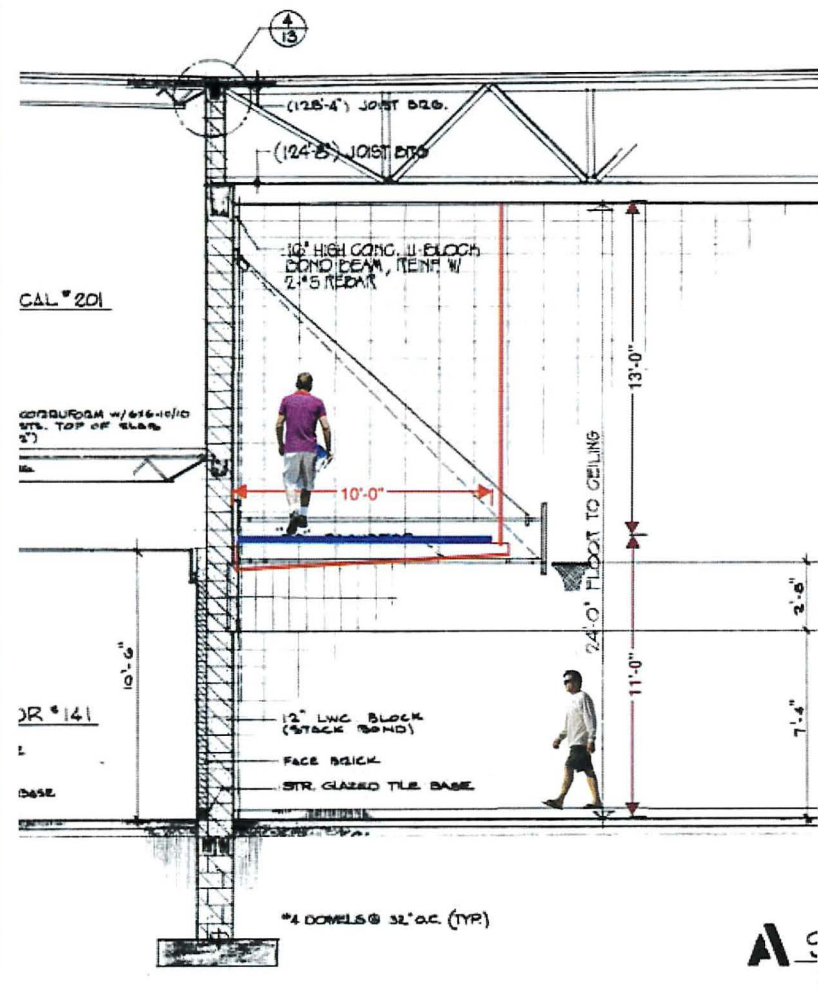
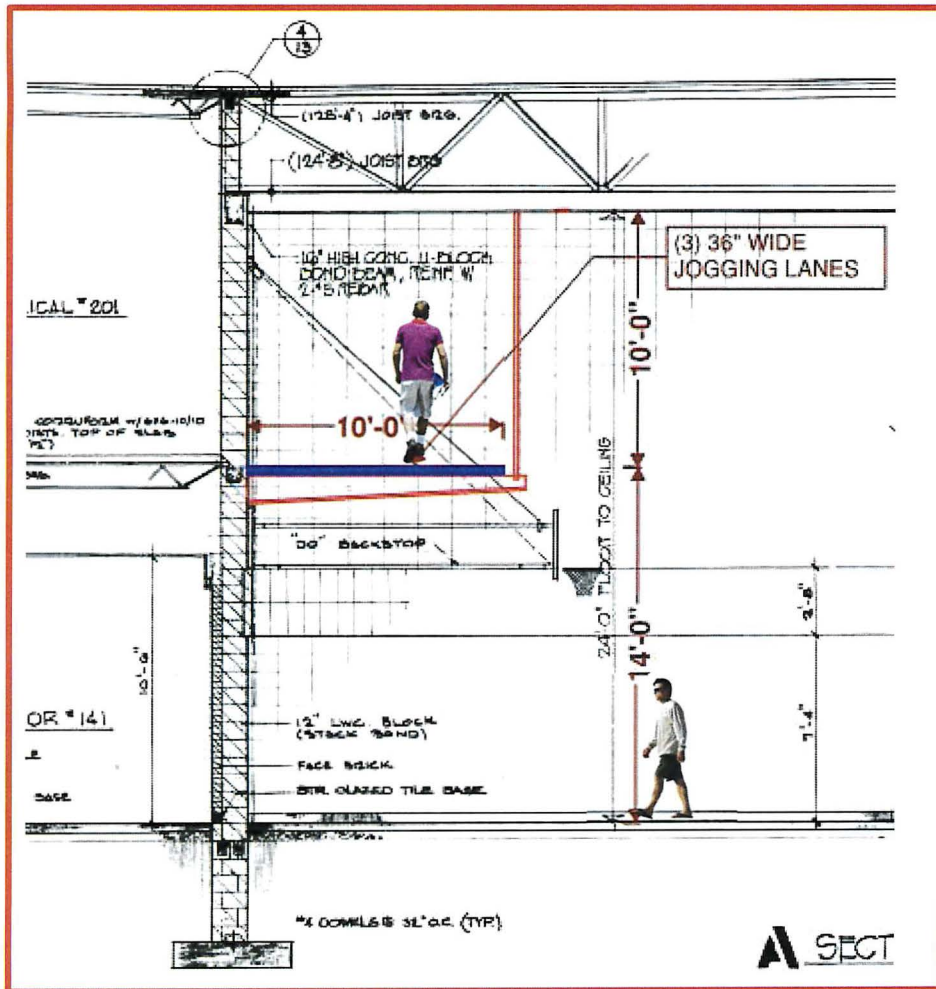
City of Carroll – Recreation Center > Schematic Design

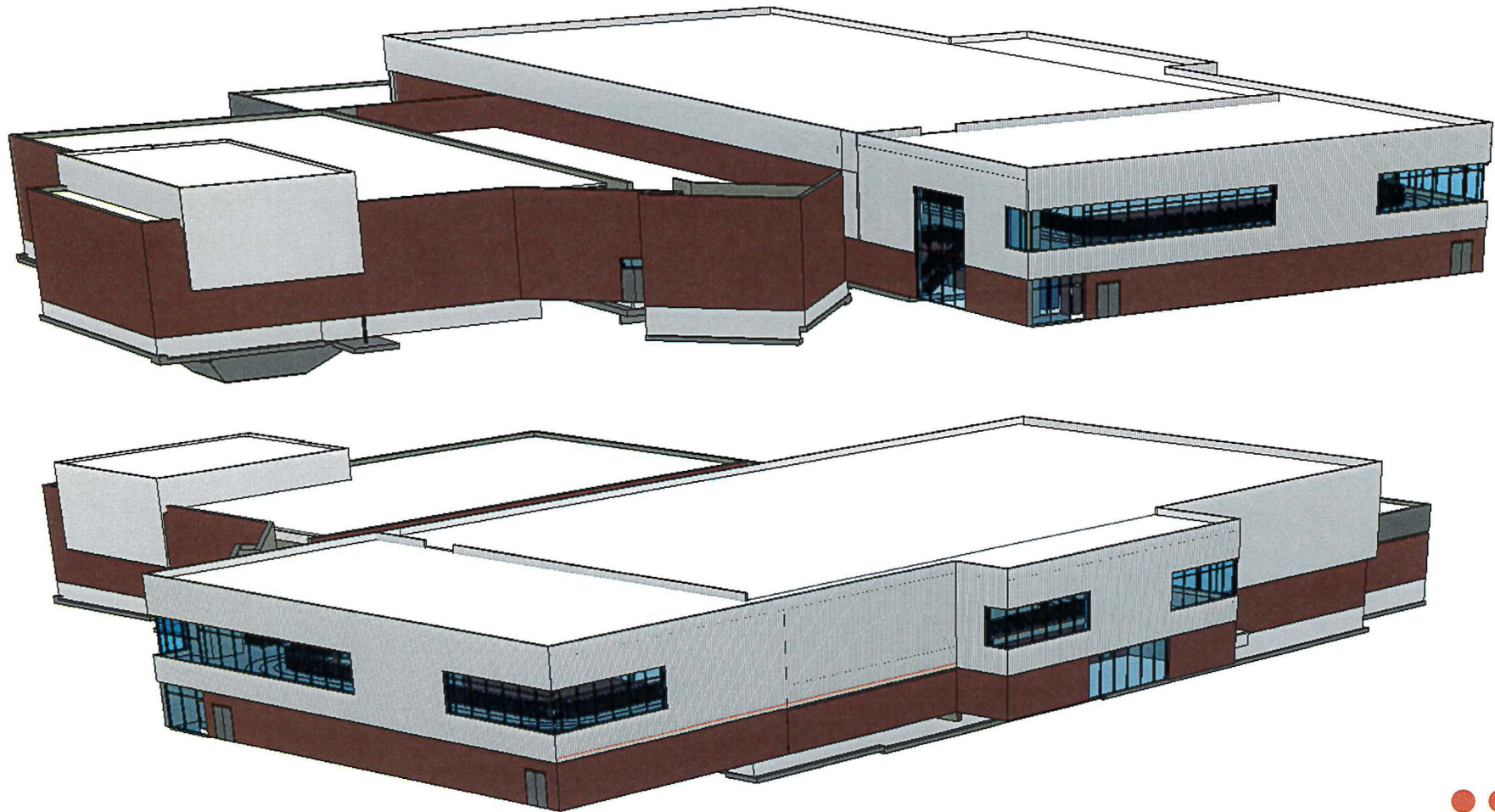
FIRST FLOOR



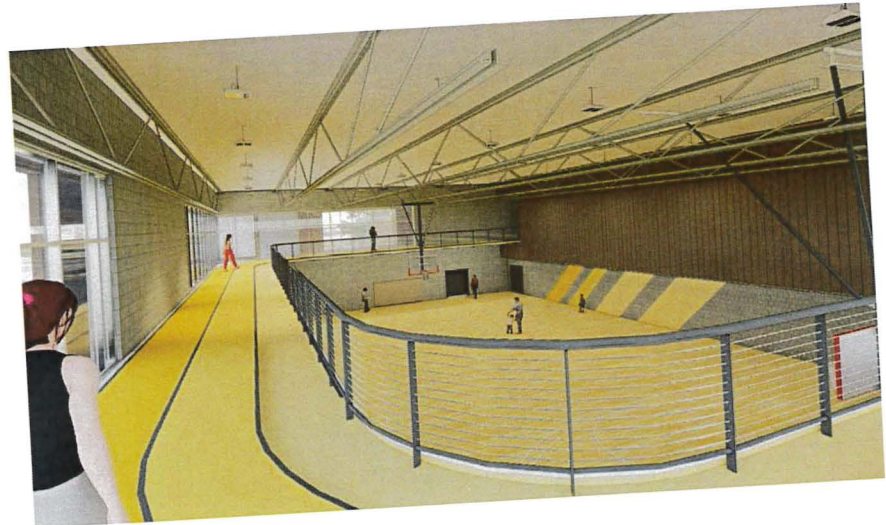
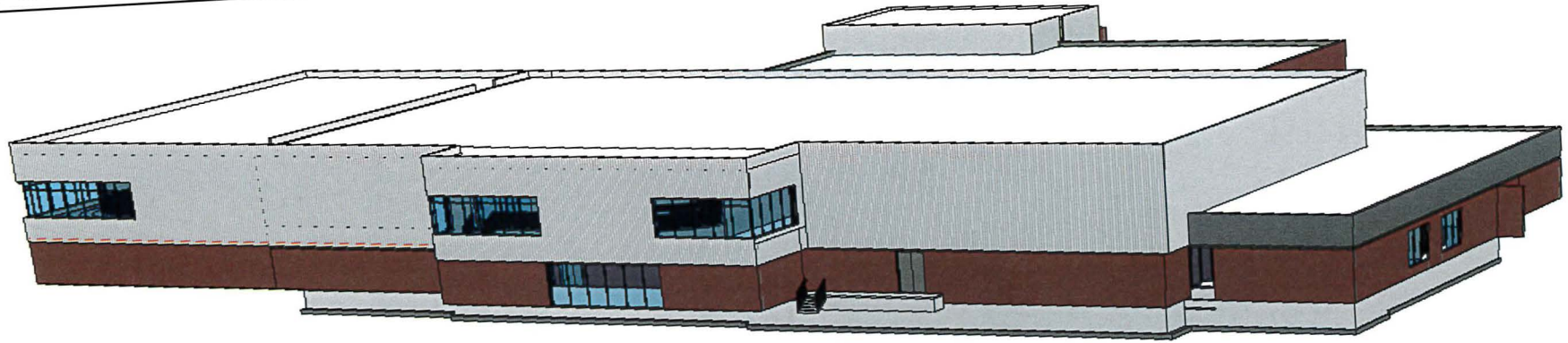


City of Carroll – Recreation Center > Schematic Design Concept – Walk/Jog Track





City of Carroll – Recreation Center > SD Design





Schematic Design – Cost Estimate Review

City of Carroll – Recreation Center > SD Cost Estimate Summary Review

PROJECT: **CARROLL REC.CENTER BUILDING IMPROVEMENTS** LOCATION: **CARROLL, IOWA**
 OWNER: **CITY OF CARROLL, IOWA** DATE: **MAY 14, 2021**
 ARCHITECT: **RDG PLANNING & DESIGN** STATUS: **SCHEMATIC**

DESCRIPTION OF WORK	TOTAL
SITework	129,457
GYMNASIUM ADDITION	2,235,170
GROUP EXERCISE ADDITION	780,713
WALK/JOG TRACK	529,128
OFFICE/ACTIVITY ROOM REMODELING	137,675
WOMEN'S LOCKERS/FAMILY CHANGING ROOMS	517,059
MEN'S LOCKERS/WET CLASSROOM	389,605
CORRIDOR RENOVATIONS	83,390
MECHANICAL WORK	1,583,675
ELECTRICAL WORK	757,691
COST ESTIMATE TOTAL	\$7,143,563

MECHANICAL WORK

MECHANICAL ESTIMATE BY KCL ENGINEERING

DIVISION 21 - FIRE PROTECTION	1 LS	328097.00	328097
DIVISION 22 - PLUMBING	1 LS	91540.00	91540
DIVISION 23 - HVAC	1 LS	777687.00	777687
- ARCHITECTURAL/STRUCTURAL DEMOLITION - ALLOWANCE	1 LS	8625.00	8625
- ARCHITECTURAL/STRUCTURAL MODIFICATIONS - ALLOWANCE	1 LS	17250.00	17250

ELECTRICAL WORK

ELECTRICAL ESTIMATE BY KCL ENGINEERING

DIVISION 26 - ELECTRICAL	1 LS	249726.00	249726
- LIGHTING BY RDG - NEW ADDITIONS & REMODELED AREAS	19236 SF	7.00	134651
DIVISION 27 - COMMUNICATIONS	1 LS	67919.00	67919
DIVISION 28 - ELECTRONIC SAFETY & SECURITY	1 LS	132929.00	132929

COST ESTIMATE SUBTOTAL

COST ESTIMATE SUBTOTAL			5517543
ADD FOR GENERAL REQUIREMENTS	7.00%		386,228
			5,903,771
CONTRACTOR'S MARKUP	10.00%		590,377
			6,494,148
DESIGN CONTINGENCY	10.00%		649,415
COST ESTIMATE TOTAL			\$7,143,563

City of Carroll – Recreation Center > Cost Savings Options

Cost Savings Options:

1. Eliminate Group Exercise Addition & Replace w/ original storage room addition – Deduct (\$570,873)
2. Use Insulated Metal Panels on steel frame @ gym addition in lieu of CMU/Brick – Deduct (\$148,412)
3. Reduce amount of glass @ gym addition by 50% - Deduct (\$48,881)
4. Substitute brick for metal wall panels – Deduct (\$47,728)
5. Eliminate office and activities room remodeling – Deduct (\$257,592)
6. Substitute ceramic tile in lieu of terrazzo at East corridor and commons – Deduct (\$14,367)
7. Substitute wood flooring in gym in lieu of synthetic rubber – Deduct (\$25,715)



City of Carroll

627 N. Adams Street

Carroll, Iowa 51401

(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: June 10, 2021

SUBJECT: Committee Reports

1. Library Board (meets 3rd or 4th Monday of month) – **May 17, 2021**
2. Board of Adjustment (meets 1st Monday of month) –
3. Planning and Zoning Commission (meets 2nd Wednesday of month) – **June 9, 2021**
4. Carroll Airport Commission (meets 2nd Monday of month) –
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) – **June 8, 2021**
7. Carroll Historic Preservation Commission (no regular meeting dates) –
8. Safety Committee (no regular meeting dates) –
9. Civil Service Commission (as needed) –

Library Board Minutes

May 17, 2021

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

Parrott called the meeting to order at 5:15. It was moved by Schmidt and seconded by Auen to approve the agenda. All voted aye. Absent: Perkins and Ulveling. It was moved by von Qualen and seconded by Schmidt to approve the minutes of the April meeting. All voted aye. Absent: Perkins and Ulveling. It was moved by Parrish and seconded by Hogue to approve the bills. All voted aye. Absent: Perkins and Ulveling.

Director's Report: Children's programming continues with Miss Diane reading stories via Facebook Live, and her virtual program called Rookies at Home, and book drop offs to local area daycares and seniors. The Grab and Go craft pickups, which accompany the story time are very popular. Adult programs continue with Crafty Library Ladies and Book Clubs. Registration for Summer Reading has begun. The Beanstack app and online will be used along with in-library sign-up. Summer Reading will begin on June 1st. Study room use has been very steady. Total program attendance was 2,903. Monthly door count was 2,622. Total resources utilized was 33,790.

Board Education: None.

Old Business: None.

New business: Action item—Elevator Maintenance Contract. After discussion, it was moved by Hogue and seconded by Parrish to approve the recommended contract with Schlindler Elevator Corporation from June 1, 2021 through May 31, 2026. All voted aye. Absent: Perkins and Ulveling. Item action—Bridges Participation. After discussion, it was moved by Schmidt and seconded by Auen to approve the library to participate in the Bridges consortium provided through the State Library of Iowa. All voted aye. Absent: Perkins and Ulveling. Action item—Library Mask Mandate. After discussion, it was moved by Auen and seconded by Hogue to approve lifting the mask mandate, but still encourage patrons to wear a mask in the library effective May 18, 2021. All voted aye. Absent: Perkins and Ulveling. Action item—Sex Offender Policy. After discussion, it was moved by Hogue and seconded by Parrish to repeal the Carroll Public Library Sex Offender Policy due to the Code of Iowa already dictating sex offenders on library premises. All voted aye. Absent: Perkins and Ulveling.

It was moved by Hogue and seconded by Schmidt to adjourn. All voted aye. Absent: Perkins and Ulveling. Meeting adjourned at 5:46. Next regular meeting will be June 21, 2021.

Summer Parrott—President

Judy Behm—Recording Secretary

PLANNING AND ZONING COMMISSION
MINUTES OF JUNE 9, 2021

The Carroll Planning and Zoning Commission met in regular session on June 9, 2021, 5:16 PM, in the Council Chambers, City Hall, 627 N Adams Street. Present: Shelley Diehl, Ron Juergens, Angelo Luis, Dan Messerich, Michelle Prichard and Daniel Sturm. Absent: Jayne Pietig and Pat Venteicher. One Commissioner position vacant. Also present: Mike Pogge-Weaver, City Manager, David Bruner, City Attorney, (via phone) Greg Schreck, Building/Fire Safety Official and Randy Krauel, Public Works Director/City Engineer. Commissioner Messerich presided.

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MOTION by Juergens, second by Sturm, to approve the minutes of the April 14, 2021 as mailed. All present voted aye. Absent: Pietig and Venteicher. Motion carried.

* * * * *

A request from Alexa J. and Lucas L. Lenhart, to change the zoning from B-2, General Business District to RB-1, Residential-Business Transitional District for an area legally described as the North 72 feet of Lot 1 and the North 72 feet of the East 10 feet of Lot 2, Block B, Seventh Street Addition to Carroll, Carroll County, Iowa. All adjacent property owners were notified of the hearing by mail and proof of public notice of a hearing was presented. The public hearing was opened at 5:19 PM. Alexa J. Lenhart was present and spoke in favor of the request. No comments from the public, written or verbal, were presented and no one present opposed. The public hearing was closed at 5:25 P.M. MOTION by Juergens, second by Sturm to recommend to the City Council approval of the zoning change request for the area described from B-2, General Business District to RB-1, Residential-Business Transitional District. All present voted aye. Absent: Pietig and Venteicher. Motion carried

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Charlie Cowell from RDG Planning and Design presented an update on the Carroll Corridor of Commerce Plan 2.0 to the Commission. MOTION by Juergens, second by Diehl, to recommend to the Carroll City Council approval of the Carroll Corridor of Commerce Plan 2.0. All present voted aye. Absent: Pietig and Venteicher. Motion carried.

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MOTION by Juergens, second by Luis, to adjourn at 6:01 PM. All present voted Aye.
Absent: Pietig and Venteicher. Motion carried.

Dan Messerich, Commissioner

Mike Pogge-Weaver, City Manager

CARROLL COUNTY SOLID WASTE MANAGEMENT COMMISSION
EXECUTIVE BOARD MEETING-UNOFFICIAL MINUTES

June 8, 2021

1. The meeting was called to order at 6:30 a.m. by Chair Jeff Anthofer, Mayor of Coon Rapids at the Carroll County Recycling Center. Others in attendance were: Scott Johnson, Carroll County Board of Supervisor; Harvey Dales, City of Manning, Dan Snyder, City of Breda, Dr. Eric Jensen, Mayor of Carroll and Mary Wittry, Director.
2. Snyder moved and Dr. Jensen seconded to approve the agenda as presented. Motion carried, all voting aye.
3. Dales moved and Dr. Jensen seconded to approve the minutes of the May 11, 2021 meeting as presented. Motion carried, all voting aye.
4. Dales reviewed the bills payable-see attached. Wittry discussed the following bills: Earl May, \$1308.50 – trees and bushes (EMS project); J.B. Holland, \$97823.51 – final payment for construction project; Foth Infrastructure and Environment, \$5241.88 - general consulting, sampling, IDNR correspondence; IMWCA, \$2,795 – work compensation; King Construction, \$8,500 – leachate line fix; Lifetime Solar, \$975.32 – replacement solar panels; Tarpomatic, \$69,412 – replacement machine; Eurofins, \$8,437- spring sampling and leachate samples; and Ziegler, \$1,944.92 – preventative maintenance and parts. Dales moved and Dr. Jensen seconded. Motion carried, all voting aye.
5. Wittry presented the financial report along with financial assurance payment, review of set aside accounts and market prices. Harvey moved and Snyder seconded to approve the financial report as presented. Motion carried, all voting aye.
6. Johnson moved and Snyder seconded to approve the hire for a full-time paper line sorter and to accept an employee's requested move to part – time. Motion carried, all voting aye.
7. The leachate line repair was completed by King Construction and the line is registered with Iowa One Call.
8. Wittry updated the Board on equipment purchases approved at the May meeting. Snyder moved and Dr. Jensen seconded to authorize Witty to sell the 973D track loader outright to an interested party. Motion carried, all voting aye.
9. Information was provided regarding the cost per pound of the hazardous materials program through the contract with Metro Waste Authority.
10. No future discussions have taken place with an interested county for solid waste disposal.
11. Landfill operations continue with very dusty conditions.
12. Next meeting date is Tuesday, July 13, 2021 at 6:30 a.m.
13. Dr. Jensen moved and Snyder seconded to adjourn the meeting at 7:15 a.m. Motion carried, all voting aye.

Respectfully submitted,

Mary Wittry