

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: July 12, 2021

TIME OF MEETING: 5:15 P.M.

LOCATION OF MEETING: City Hall Council Chambers

www.cityofcarroll.com

NOTICE

The meeting will be made available telephonically 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.

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AGENDA

- I. Pledge of Allegiance
- II. Roll Call
- III. Consent Agenda
 - A. Approval of Minutes of the June 28 Meeting
 - B. Approval of Bills and Claims
 - C. Licenses and Permits:
None
 - D. High School State Baseball Tournament Concessions Change Funds
- IV. Oral Requests and Communications from the Audience
- V. Ordinances
 - A. Rezoning Request - 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 – 2nd Reading
 1. Ordinance
 - B. Sanitary Sewer Service Charges – 2nd Reading
 1. Ordinance
- VI. Resolutions
 - A. Community Development Block Grant (CDBG) Owner Occupied Housing Rehabilitation Grant
 1. Public Hearing on Status of Funded Activities
 2. Administrative Services Contract Amendment No. 1
 3. Subrecipient Agreement Amendment No. 2
 - B. Street Restoration – 2021
 1. Report of Proposal Opening
 2. Consideration of Award of Contract
 - C. F.Y. 20/21 Year End Transfers

VII. Reports

- A. Discussion on Rolling Hills South 4th Addition: Expanding and Revising the Carroll Urban Revitalization Plan
- B. Rezac Annexation Proposal
- C. Bid Opening Results – Compact Utility Tractor – Parks Department

VIII. ~~Committee Reports~~

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

July/August Meetings:

- 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~~
- Parks, Recreation and Cultural Advisory Board – July 19, 2021 – Rec Center – 716 N Grant Road
- City Council – July 26, 2021 – City Hall – 627 N Adams Street
- Board of Adjustment – August 2, 2021 – City Hall – 627 N Adams Street
- City Council – August 9, 2021 – City Hall – 627 N Adams Street
- Airport Commission – August 9, 2021 – Airport Terminal Building - 21177 Quail Avenue
- Planning and Zoning Commission – August 11, 2021 – City Hall - 627 N Adams Street
- Library Board of Trustees – August 16, 2021 – Carroll Public Library – 118 E 5th Street
- City Council – August 23, 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

JUNE 28, 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 June 28, 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 (arrived at 5:20 p.m.), Clay Haley, Mike Kots and Carolyn Siemann. Absent: None. Mayor Jensen presided and 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 Kots, to approve the following items on the consent agenda: a) minutes of the June 14, 2021 Council meeting, as written; b) bills and claims in the amount of \$594,657.16; c) licenses and permits: Renewal of Class "B" Beer Permit with Sunday Sales – *Pizza Hut* and Renewal of Class "C" Beer Permit with Sunday Sales – *Drees Oil Company, Inc.*; d) the renewal of the following cigarette permits: Casey's General Store #3082, Casey's General Store #3025, Dollar General #2756, Don Roy's Inc. dba Ossy's/Piranha Club, Drees Oil Co., Inc., Fareway Stores, Inc. #409, Golf Services, LLC, Hy-Vee, Hy-Vee Fast and Fresh, Kimmes Carroll Country Store 1, Kimmes Carroll Country Store 2, Kimmes Country Store #15, Sparky's One Stop #25, Sparky's One Stop #29, The Vaped Ape, Walgreens #10770, Wal-Mart Supercenter #1787, Aqua Vape Lounge and Wendl's Weapons; e) receipt of the Civil Service Eligibility List certifying the following as eligible candidates for appointment to the position of police officer: George Athan, Ex'Avier Bill, James Heller, and Nathan Kult; f) Resolution No. 21-37, Requesting Funding from the American Rescue Plan Act; g) acknowledgement of the Water System Risk and Resilience Assessment; h) Change Order No. 1 to the Downtown Streetscape Phase 10 project in the amount of \$18,390.19; i) Resolution No.

21-38, Revised Merchants Park Lease with Iowa High School Athletic Association for the 2021 Boy's Baseball State Tournament. On roll call, all present voted aye. Absent: Fleshner. Motion carried.

* * * * *

There were no oral requests or communications from the audience.

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At 5:17 p.m. June 28, 2021, Mayor Jensen opened a public hearing for the rezoning request of property 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 (711 N West Street) from B-2, General Business District to RB-1, Residential-Business Transitional District. Mayor Jensen allowed time for citizens to speak or present evidence in favor of the application. No evidence was presented in favor. Mayor Jensen allowed time for citizens to speak or present evidence in opposition of the application. No evidence was presented in opposition of the application. City Manager Mike Pogge-Weaver presented the Planning and Zoning Commission's recommendation. The public notice of the public hearing for the City Council and Planning and Zoning Commission was properly made in a timely fashion and proof of publications are on file in the City Clerk's office. Mayor Jensen then requested further evidence from others. No further evidence was presented. The Council was then given the opportunity to ask questions of any of the witnesses or evidence. Mayor Jensen then closed the public hearing at 5:22 p.m. Council Member Fleshner arrived during the public hearing at 5:20 p.m.

It was moved by Kots, seconded by Haley, that upon consideration of all the evidence contained in the record of the public hearing dated June 28, 2021, including the fact that there was no opposition to the application; that all proper procedures and notices were followed; and rezoning is consistent with the City's Comprehensive Plan, the application to rezone the 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 (711 N West Street) with an underlying zoning of B-2, General Business District to RB-1, Residential-Business Transitional District be approved; that the City Clerk prepare detailed minutes of the public hearing and retain and preserve any and all written evidence and exhibits presented; that an ordinance amending the zoning map be presented to the Council for passage and approve the first reading of said ordinance. On roll call, all present voted aye. Absent: None. Motion carried.

* * * * *

An Ordinance Amending the Code of Ordinances by Amending Provisions Pertaining to Sanitary Service Charges was introduced by Council Member Haley. It was moved by Haley, seconded by Siemann, to approve the first reading of said ordinance. On roll call, all present voted aye. Absent: None. Motion carried.

* * * * *

It was moved by Haley, seconded by Fleshner, to approve Resolution No. 21-39, Accepting the Professional Engineering Services Agreement in the amount of \$8,800.00 from Veenstra & Kimm, Inc. for the Wastewater Treatment Plant Rerating of Treatment Capacity for BOD, TSS and TKN. On roll call, all present voted aye. Absent: None. Motion carried.

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At 5:30 p.m. Mayor Jensen opened a public hearing on the Corridor of Commerce Plan 2.0 – Highway 30 Corridor Plan. Charlie Cowell, RDG Planning and Design Urban Planning, presented the Corridor of Commerce Plan 2.0 to Council. Mayor Jensen closed said public hearing at 6:03 p.m.

It was moved by Fleshner, seconded by Haley, to approve Resolution No. 21-40, Adopting the Corridor of Commerce Plan 2.0 – Highway 30 Corridor Plan. On roll call, all present voted aye. Absent: None. Motion carried.

* * * * *

It was moved by Dirx, seconded by Kots, to accept the bid from Van Wall Equipment for the purchase of a 100” mower for the golf course in the amount of \$31,975.49. On roll call, all present voted aye. Absent: None. Abstain: Haley. Motion carried.

* * * * *

It was moved by Kots, seconded by Haley, to accept the bid from H2I Group for the purchase of ceiling suspended basketball hoops for the Carroll Recreation Center in the amount of \$20,600.00. On roll call, all present voted aye. Absent: None. Motion carried.

* * * * *

It was moved by Fleshner, seconded by Haley, to adjourn at 6:16 p.m. On roll call, all present voted aye. Absent: None. Motion carried.

Eric P. Jensen, Mayor

ATTEST:

Laura A. Schaefer, City Clerk

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

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	6/25/2021 THRU 7/08/2021	6/25/2021 THRU 7/08/2021	6/25/2021 THRU 7/08/2021
PARTIALLY ITEMS DATES:	6/25/2021 THRU 7/08/2021	6/25/2021 THRU 7/08/2021	6/25/2021 THRU 7/08/2021
UNPAID ITEMS DATES :		6/25/2021 THRU 7/08/2021	6/25/2021 THRU 7/08/2021

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-001720	ACCESS SYSTEMS	COPIER CONTRACT	151.25	0.00	000000	0/00/00	151.25
		** TOTALS **	151.25	0.00			151.25
01-001704	ACCO	POOL CHEMICALS	1,385.90	0.00	000000	0/00/00	1,385.90
01-001704	ACCO	POOL CHEMICALS	690.00	0.00	000000	0/00/00	690.00
		** TOTALS **	2,075.90	0.00			2,075.90
01-001621	ACE HARDWARE	GARBAGE DISPOSAL	94.99	0.00	000000	0/00/00	94.99
01-001621	ACE HARDWARE	SUPPLIES	9.99	0.00	000000	0/00/00	9.99
01-001621	ACE HARDWARE	SUPPLIES	4.98	0.00	000000	0/00/00	4.98
01-001621	ACE HARDWARE	SUPPLIES	122.97	0.00	000000	0/00/00	122.97
01-001621	ACE HARDWARE	SUPPLIES	11.98	0.00	000000	0/00/00	11.98
01-001621	ACE HARDWARE	SUPPLIES	1.59	0.00	000000	0/00/00	1.59
01-001621	ACE HARDWARE	SUPPLIES	7.99	0.00	000000	0/00/00	7.99
01-001621	ACE HARDWARE	SUPPLIES	40.97	0.00	000000	0/00/00	40.97
01-001621	ACE HARDWARE	SUPPLIES	5.97	0.00	000000	0/00/00	5.97
01-001621	ACE HARDWARE	SUPPLIES	29.99	0.00	000000	0/00/00	29.99
01-001621	ACE HARDWARE	SUPPLIES	79.90	0.00	000000	0/00/00	79.90
01-001621	ACE HARDWARE	HOSES	109.59	0.00	000000	0/00/00	109.59
		** TOTALS **	520.91	0.00			520.91
01-001910	AHLERS & COONEY P.C.	REVITALIZATION PLAN AMENDMENT	62.00	0.00	000000	0/00/00	62.00
		** TOTALS **	62.00	0.00			62.00
01-002178	ALEX KLEVER	ATHAN BACKGROUND CHECK	8.10	8.10-	121504	7/08/21	0.00
01-002178	ALEX KLEVER	BACKGROUND CHECK ATHAN	602.12	602.12-	121504	7/08/21	0.00
		** TOTALS **	610.22	610.22-			0.00
01-002805	BADDING CONSTRUCTION CO.	STREETSCAPE PHASE 10	134,020.12	0.00	000000	0/00/00	134,020.12
		** TOTALS **	134,020.12	0.00			134,020.12
01-001943	BAUER BUILT TIRE CENTER	MOWER TIRE REPAIRS	20.70	0.00	000000	0/00/00	20.70
		** TOTALS **	20.70	0.00			20.70
01-001085	BOLTON & MENK INC.	QUIET ZONE STUDY UPDATES	1,169.00	0.00	000000	0/00/00	1,169.00
		** TOTALS **	1,169.00	0.00			1,169.00
01-003515	BOMGAARS	REPAIR PARTS	17.68	0.00	000000	0/00/00	17.68
01-003515	BOMGAARS	CLEANING SUPPLIES	12.99	0.00	000000	0/00/00	12.99
01-003515	BOMGAARS	REPAIR PARTS	13.15	0.00	000000	0/00/00	13.15
01-003515	BOMGAARS	SUPPLIES	146.27	0.00	000000	0/00/00	146.27
		** TOTALS **	190.09	0.00			190.09
01-003661	BREDA TELEPHONE CORPORATI	LOCAL AND LONG DISTANCE	3,284.35	3,284.35-	121505	7/08/21	0.00

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UNPAID ITEMS DATES :		6/25/2021 THRU 7/08/2021	6/25/2021 THRU 7/08/2021

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
		** TOTALS **	3,284.35	3,284.35-			0.00
01-003814	BRENT LLOYD	TOBACCO COMPLIANCE	160.00	0.00	000000	0/00/00	160.00
		** TOTALS **	160.00	0.00			160.00
01-003791	CAPITAL ONE	SUPPLIES	35.38	35.38-	121500	7/01/21	0.00
01-003791	CAPITAL ONE	WATER FOR LIFEGUARDS	3.98	3.98-	121500	7/01/21	0.00
01-003791	CAPITAL ONE	PEST CONTROL	3.64	3.64-	121500	7/01/21	0.00
01-003791	CAPITAL ONE	CLEANING SUPPLIES	56.40	56.40-	121500	7/01/21	0.00
		** TOTALS **	99.40	99.40-			0.00
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	69.17	0.00	000000	0/00/00	69.17
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	141.47	0.00	000000	0/00/00	141.47
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	54.00	0.00	000000	0/00/00	54.00
01-004138	CAPITAL SANITARY SUPPLY	SUPPLIES	55.97	0.00	000000	0/00/00	55.97
		** TOTALS **	320.61	0.00			320.61
01-003045	CARPET ONE FLOOR & HOME	BLIND REPAIRS	30.00	30.00-	121379	6/25/21	0.00
		** TOTALS **	30.00	30.00-			0.00
01-004123	CARROLL AREA DEVELOPMENT	1/2 FY 22 FUNDING REQUEST	38,625.00	0.00	000000	0/00/00	38,625.00
		** TOTALS **	38,625.00	0.00			38,625.00
01-000747	CARROLL AUTO SUPPLY	BATTERY CHARGER	69.53	0.00	000000	0/00/00	69.53
01-000747	CARROLL AUTO SUPPLY	BATTERY CHARGER	135.69	0.00	000000	0/00/00	135.69
01-000747	CARROLL AUTO SUPPLY	BATTERY CHARGER	100.35	0.00	000000	0/00/00	100.35
		** TOTALS **	305.57	0.00			305.57
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
01-004195	CARROLL GLASS CO.	WINDOW REPAIRS	200.79	0.00	000000	0/00/00	200.79
		** TOTALS **	200.79	0.00			200.79
01-004200	CARROLL LUMBER	FORMS	147.20	0.00	000000	0/00/00	147.20
		** TOTALS **	147.20	0.00			147.20
01-004237	CARROLL VETERINARY CLINIC	AUGUST DOG CARE CONTRACT	650.00	0.00	000000	0/00/00	650.00
		** TOTALS **	650.00	0.00			650.00
01-001148	CERTIFIED TESTING SERVICE	ST. MAINT. BLDG TESTING	1,006.00	0.00	000000	0/00/00	1,006.00
		** TOTALS **	1,006.00	0.00			1,006.00

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VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-003633	CLEANING SOLUTIONS INC	JUNE CITY HALL CLEANING	2,080.00	0.00	000000	0/00/00	2,080.00
01-003633	CLEANING SOLUTIONS INC	JUNE PD CLEANING	624.00	0.00	000000	0/00/00	624.00
01-003633	CLEANING SOLUTIONS INC	JUNE REC CENTER CLEANING	2,184.00	0.00	000000	0/00/00	2,184.00
		** TOTALS **	4,888.00	0.00			4,888.00
01-003817	CLUBPROCURE	CLUB PROCURE DUES	100.00	0.00	000000	0/00/00	100.00
		** TOTALS **	100.00	0.00			100.00
01-004835	COMMERCIAL SAVINGS BANK	FEDERAL WITHHOLDINGS	13,988.04	13,988.04-	001106	7/01/21	0.00
01-004835	COMMERCIAL SAVINGS BANK	FICA WITHHOLDING	16,931.70	16,931.70-	001106	7/01/21	0.00
01-004835	COMMERCIAL SAVINGS BANK	MEDICARE WITHHOLDING	4,942.60	4,942.60-	001106	7/01/21	0.00
		** TOTALS **	35,862.34	35,862.34-			0.00
01-002071	COMPUTER REPAIR & SERVICE	MISC COMPUTER ISSUES	21.25	0.00	000000	0/00/00	21.25
01-002071	COMPUTER REPAIR & SERVICE	CC MACHINE/COMPUTER ISSUES	340.00	0.00	000000	0/00/00	340.00
01-002071	COMPUTER REPAIR & SERVICE	CC MACHINE/COMPUTER ISSUES	403.75	0.00	000000	0/00/00	403.75
01-002071	COMPUTER REPAIR & SERVICE	MISC COMPUTER ISSUES	42.50	0.00	000000	0/00/00	42.50
01-002071	COMPUTER REPAIR & SERVICE	SETUP HARD DRIVE	63.75	0.00	000000	0/00/00	63.75
01-002071	COMPUTER REPAIR & SERVICE	MISC COMPUTER ISSUES	85.00	0.00	000000	0/00/00	85.00
		** TOTALS **	956.25	0.00			956.25
01-001384	COPY SYSTEMS INC.	FOLDER/INSERTER REPAIRS	146.25	0.00	000000	0/00/00	146.25
		** TOTALS **	146.25	0.00			146.25
01-003145	CORE AND MAIN LP	METERS	4,452.00	0.00	000000	0/00/00	4,452.00
		** TOTALS **	4,452.00	0.00			4,452.00
01-005395	D & K PRODUCTS	FERTILIZER	2,579.20	0.00	000000	0/00/00	2,579.20
		** TOTALS **	2,579.20	0.00			2,579.20
01-000854	DEARBORN NATIONAL	JULY LIFE INSURANCE PREMIUMS	314.77	314.77-	121503	7/08/21	0.00
		** TOTALS **	314.77	314.77-			0.00
01-003786	DEMOSPHERE	SOCCER REG. PROCESSING FEES	10.28	10.28-	000000	6/28/21	0.00
		** TOTALS **	10.28	10.28-			0.00
01-005617	DEPARTMENT OF INSPECTIONS	FOOD HANDLING LICENSES	150.00	0.00	000000	0/00/00	150.00
		** TOTALS **	150.00	0.00			150.00
01-006275	DREES OIL CO. INC.	#2 RED DIESEL	831.73	0.00	000000	0/00/00	831.73
01-006275	DREES OIL CO. INC.	UNLEADED GASOLINE	1,341.02	0.00	000000	0/00/00	1,341.02
01-006275	DREES OIL CO. INC.	UNLEADED GASOLINE	953.30	0.00	000000	0/00/00	953.30
01-006275	DREES OIL CO. INC.	#2 RED DIESEL FUEL	887.15	0.00	000000	0/00/00	887.15

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UNPAID ITEMS DATES :		6/25/2021 THRU 7/08/2021	6/25/2021 THRU 7/08/2021

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
		** TOTALS **	4,013.20	0.00			4,013.20
01-012590	ECHO ELECTRIC SUPPLY	BALLASTS AND BULBS	550.48	0.00	000000	0/00/00	550.48
01-012590	ECHO ELECTRIC SUPPLY	LIGHTING SUPPLIES	74.40	0.00	000000	0/00/00	74.40
01-012590	ECHO ELECTRIC SUPPLY	WIRE	352.56	0.00	000000	0/00/00	352.56
		** TOTALS **	977.44	0.00			977.44
01-006810	ECOWATER SYSTEMS	SOFTNER SALT	87.60	0.00	000000	0/00/00	87.60
		** TOTALS **	87.60	0.00			87.60
01-003723	EDDY'S LIMBS	TREE AND STUMP REMOVAL	1,500.00	0.00	000000	0/00/00	1,500.00
		** TOTALS **	1,500.00	0.00			1,500.00
01-008035	FARNER-BOCKEN CO.	SUPPLIES	975.01	0.00	000000	0/00/00	975.01
		** TOTALS **	975.01	0.00			975.01
01-008050	FASTENAL COMPANY	SUPPLIES RETURNED	8.09-	0.00	000000	0/00/00	8.09-
01-008050	FASTENAL COMPANY	SUPPLIES RETURNED	104.48-	0.00	000000	0/00/00	104.48-
01-008050	FASTENAL COMPANY	SUPPLIES	428.42	0.00	000000	0/00/00	428.42
		** TOTALS **	315.85	0.00			315.85
01-006860	FELD FIRE EQUIPMENT CO.	JULY-SEPT SECURITY MONITORING	120.00	0.00	000000	0/00/00	120.00
		** TOTALS **	120.00	0.00			120.00
01-002954	FIRST WIRELESS INC.	ANTENNA KIT	71.64	0.00	000000	0/00/00	71.64
		** TOTALS **	71.64	0.00			71.64
01-002806	FOUNDATION ANALYTICAL LAB	LAB TESTING	781.40	0.00	000000	0/00/00	781.40
		** TOTALS **	781.40	0.00			781.40
01-003534	FUSEBOX MARKETING	WEB MAINTENANCE - JULY	255.00	0.00	000000	0/00/00	255.00
		** TOTALS **	255.00	0.00			255.00
01-009500	GEHLING WELDING & REPAIR	#28 TRUCK REPAIRS	17.50	0.00	000000	0/00/00	17.50
01-009500	GEHLING WELDING & REPAIR	TRACTOR REPAIRS	30.00	0.00	000000	0/00/00	30.00
		** TOTALS **	47.50	0.00			47.50
01-001992	GOLF SERVICES LLC	JULY CLUBHOUSE MANAGER	4,166.67	0.00	000000	0/00/00	4,166.67
		** TOTALS **	4,166.67	0.00			4,166.67
01-010150	GRAINGER PARTS	DOOR MIRROR	86.00	0.00	000000	0/00/00	86.00
		** TOTALS **	86.00	0.00			86.00
01-010156	GRAPHIC EDGE LLC	SOCCER TOURNEY SHIRTS	1,562.28	0.00	000000	0/00/00	1,562.28

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	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	6/25/2021 THRU 7/08/2021	6/25/2021 THRU 7/08/2021	6/25/2021 THRU 7/08/2021
PARTIALLY ITEMS DATES:	6/25/2021 THRU 7/08/2021	6/25/2021 THRU 7/08/2021	6/25/2021 THRU 7/08/2021
UNPAID ITEMS DATES :		6/25/2021 THRU 7/08/2021	6/25/2021 THRU 7/08/2021

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-010156	GRAPHIC EDGE LLC	GOLF CAMP SHIRTS	155.74	0.00	000000	0/00/00	155.74
01-010156	GRAPHIC EDGE LLC	SOCCER TOURNEY SHIRTS	171.36	0.00	000000	0/00/00	171.36
01-010156	GRAPHIC EDGE LLC	SOCCER TOURNEY SHIRTS	123.36	0.00	000000	0/00/00	123.36
		** TOTALS **	2,012.74	0.00			2,012.74
01-010660	HAWKEYE TRUCK EQUIPMENT	#29 MAIN BOX CYCLINDER	2,935.12	0.00	000000	0/00/00	2,935.12
		** TOTALS **	2,935.12	0.00			2,935.12
01-005410	HERALD PUBLISHING COMPANY	FALL PARKS & REC BOOK	190.00	0.00	000000	0/00/00	190.00
01-005410	HERALD PUBLISHING COMPANY	LEGAL PUBLICATIONS	644.86	0.00	000000	0/00/00	644.86
01-005410	HERALD PUBLISHING COMPANY	HEALTH VIEW AD	85.00	0.00	000000	0/00/00	85.00
		** TOTALS **	919.86	0.00			919.86
01-003787	IKE AUEN DIST. CO. INC.	AQUATIC CONCESSIONS	184.80	0.00	000000	0/00/00	184.80
		** TOTALS **	184.80	0.00			184.80
01-012540	IMWCA	FY 22 WORKER COMP 25%	13,151.00	13,151.00-	121501	7/01/21	0.00
01-012540	IMWCA	FY 22 WORK COMP #1	5,635.00	0.00	000000	0/00/00	5,635.00
		** TOTALS **	18,786.00	13,151.00-			5,635.00
01-012552	INDUSTRIAL BEARING SUPP.	REPAIR PARTS	2.92	0.00	000000	0/00/00	2.92
		** TOTALS **	2.92	0.00			2.92
01-012614	IOWA COMMUNITIES ASSURANC	LIABILITY & PROPERTY INSURANCE	258,956.00	258,956.00-	121502	7/01/21	0.00
		** TOTALS **	258,956.00	258,956.00-			0.00
01-012642	IOWA LAW ENFORCE ACADEMY	HELLER - MMPI	150.00	0.00	000000	0/00/00	150.00
		** TOTALS **	150.00	0.00			150.00
01-012666	IOWA ONE CALL	MAY 2021 LOCATES	137.90	0.00	000000	0/00/00	137.90
		** TOTALS **	137.90	0.00			137.90
01-003816	IOWA PUMP WORKS INC	RAW SEWAGE PUMP	5,189.33	0.00	000000	0/00/00	5,189.33
		** TOTALS **	5,189.33	0.00			5,189.33
01-012685	IOWA SMALL ENGINE CENTER	SUPPLIES	2.56	0.00	000000	0/00/00	2.56
01-012685	IOWA SMALL ENGINE CENTER	SUPPLIES	68.30	0.00	000000	0/00/00	68.30
		** TOTALS **	70.86	0.00			70.86
01-002453	JASON MATTHEW LAMBERTZ	PRODUCTION COSTS	870.00	0.00	000000	0/00/00	870.00
		** TOTALS **	870.00	0.00			870.00
01-003243	JET'S OUTDOOR POWER AND S	GOLF CART REPAIRS	146.95	0.00	000000	0/00/00	146.95
01-003243	JET'S OUTDOOR POWER AND S	GOLF CART BATTERY	139.93	0.00	000000	0/00/00	139.93

ACCOUNTS PAYABLE
 OPEN ITEM REPORT
 SUMMARY

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	6/25/2021 THRU 7/08/2021	6/25/2021 THRU 7/08/2021	6/25/2021 THRU 7/08/2021
PARTIALLY ITEMS DATES :	6/25/2021 THRU 7/08/2021	6/25/2021 THRU 7/08/2021	6/25/2021 THRU 7/08/2021
UNPAID ITEMS DATES :		6/25/2021 THRU 7/08/2021	6/25/2021 THRU 7/08/2021

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
		** TOTALS **	286.88	0.00			286.88
01-002788	JIMMY JOHNS #2622	EMPLOYEE RECOGNITION	49.16	0.00	000000	0/00/00	49.16
		** TOTALS **	49.16	0.00			49.16
01-015190	KNOBBE PLBG. & HTG.	AIR CONDITIONER REPAIRS	430.64	0.00	000000	0/00/00	430.64
		** TOTALS **	430.64	0.00			430.64
01-002698	LANDSCAPERS PARADISE	CRUSHED ROCK	55.01	0.00	000000	0/00/00	55.01
		** TOTALS **	55.01	0.00			55.01
01-003301	LIBRARY FURNITURE INTERNA	BOOK SUPPORTS	2,816.00	2,816.00-	121380	6/25/21	0.00
		** TOTALS **	2,816.00	2,816.00-			0.00
01-003461	MERCHANT SERVICES	CC PROCESSING FEES	659.78	659.78-	000000	7/08/21	0.00
		** TOTALS **	659.78	659.78-			0.00
01-017585	MIDWEST WHOLESALE	MARKING CRAYONS	11.40	0.00	000000	0/00/00	11.40
		** TOTALS **	11.40	0.00			11.40
01-017730	MOORHOUSE READY MIX CO.	ST. PANEL - E VALLEY & S MAPLE	1,323.00	0.00	000000	0/00/00	1,323.00
01-017730	MOORHOUSE READY MIX CO.	ST. PANEL - HILLCREST	819.00	0.00	000000	0/00/00	819.00
01-017730	MOORHOUSE READY MIX CO.	ST. PANEL - GRANT RD & 11TH ST	504.00	0.00	000000	0/00/00	504.00
01-017730	MOORHOUSE READY MIX CO.	ST PANEL - HWY 30 & CARROLL	630.00	0.00	000000	0/00/00	630.00
01-017730	MOORHOUSE READY MIX CO.	ST. PANEL - PARKVIEW DR	1,168.50	0.00	000000	0/00/00	1,168.50
01-017730	MOORHOUSE READY MIX CO.	ST. PANEL - GRANT & HWY 30	378.00	0.00	000000	0/00/00	378.00
01-017730	MOORHOUSE READY MIX CO.	ST.PANEL - E. ANTHONY	1,323.00	0.00	000000	0/00/00	1,323.00
01-017730	MOORHOUSE READY MIX CO.	ROW - 1202 W 20TH ST	126.00	0.00	000000	0/00/00	126.00
01-017730	MOORHOUSE READY MIX CO.	ST. PANEL - E. ANTHONY	1,323.00	0.00	000000	0/00/00	1,323.00
01-017730	MOORHOUSE READY MIX CO.	ST. PANEL - E ANTHONY	252.00	0.00	000000	0/00/00	252.00
01-017730	MOORHOUSE READY MIX CO.	ST. PANEL - GRANT RD & ELMWOOD	945.00	0.00	000000	0/00/00	945.00
01-017730	MOORHOUSE READY MIX CO.	ST. PANEL - E. ANTHONY	1,323.00	0.00	000000	0/00/00	1,323.00
01-017730	MOORHOUSE READY MIX CO.	18TH & GRANT - VALVE	252.00	0.00	000000	0/00/00	252.00
01-017730	MOORHOUSE READY MIX CO.	ST. PANEL GRANT RD & LAKEWOOD	1,228.50	0.00	000000	0/00/00	1,228.50
01-017730	MOORHOUSE READY MIX CO.	ST. PANEL - E. ANTHONY	630.00	0.00	000000	0/00/00	630.00
01-017730	MOORHOUSE READY MIX CO.	WATERMAIN BRK 18TH & CRESTVIEW	567.00	0.00	000000	0/00/00	567.00
01-017730	MOORHOUSE READY MIX CO.	ST.PANEL 15TH ST & N WEST	1,260.00	0.00	000000	0/00/00	1,260.00
01-017730	MOORHOUSE READY MIX CO.	ST. PANEL 15TH & N WEST	882.00	0.00	000000	0/00/00	882.00
01-017730	MOORHOUSE READY MIX CO.	ST. PANEL - 15TH & N WEST	1,260.00	0.00	000000	0/00/00	1,260.00
01-017730	MOORHOUSE READY MIX CO.	ST. PANEL - 15TH & N WEST	882.00	0.00	000000	0/00/00	882.00
01-017730	MOORHOUSE READY MIX CO.	ST.PANEL - 15TH ST & N WEST	1,260.00	0.00	000000	0/00/00	1,260.00
01-017730	MOORHOUSE READY MIX CO.	ST. PANEL 15TH ST & N WEST	882.00	0.00	000000	0/00/00	882.00
		** TOTALS **	19,218.00	0.00			19,218.00

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VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-020203	OFFICE STOP	OFFICE SUPPLIES	19.21	0.00	000000	0/00/00	19.21
01-020203	OFFICE STOP	OFFICE SUPPLIES	40.39	0.00	000000	0/00/00	40.39
		** TOTALS **	59.60	0.00			59.60
01-002985	PAUL KERSEY	GRADE IV TESTING FEE - KERSEY	30.00	30.00-	121498	6/30/21	0.00
		** TOTALS **	30.00	30.00-			0.00
01-021220	PEPSI BEVERAGES COMPANY	CONCESSIONS	2,615.62	0.00	000000	0/00/00	2,615.62
01-021220	PEPSI BEVERAGES COMPANY	CONCESSIONS	587.96	0.00	000000	0/00/00	587.96
		** TOTALS **	3,203.58	0.00			3,203.58
01-001949	PERFORMANCE TIRE & SERVIC	#26 TIRES	1,687.02	0.00	000000	0/00/00	1,687.02
01-001949	PERFORMANCE TIRE & SERVIC	TIRE REPAIRS	50.24	0.00	000000	0/00/00	50.24
01-001949	PERFORMANCE TIRE & SERVIC	#18 OIL CHANGE	31.24	0.00	000000	0/00/00	31.24
01-001949	PERFORMANCE TIRE & SERVIC	#15 OIL CHANGE	31.24	0.00	000000	0/00/00	31.24
01-001949	PERFORMANCE TIRE & SERVIC	#17 OIL CHANGE	31.24	0.00	000000	0/00/00	31.24
01-001949	PERFORMANCE TIRE & SERVIC	#19 OIL CHANGE	31.24	0.00	000000	0/00/00	31.24
01-001949	PERFORMANCE TIRE & SERVIC	#20 OIL CHANGE	33.24	0.00	000000	0/00/00	33.24
		** TOTALS **	1,895.46	0.00			1,895.46
01-001540	PETTY CASH	POSTAGE	45.21	45.21-	121497	6/30/21	0.00
		** TOTALS **	45.21	45.21-			0.00
01-021735	POSTMASTER	POSTAGE TO MAIL WATER BILLS	1,564.17	1,564.17-	121383	6/25/21	0.00
		** TOTALS **	1,564.17	1,564.17-			0.00
01-000625	PRODUCTIVITY PLUS ACCOUNT	REPAIR PARTS	76.06	76.06-	121496	6/30/21	0.00
01-000625	PRODUCTIVITY PLUS ACCOUNT	REPAIR PARTS	60.00	60.00-	121496	6/30/21	0.00
		** TOTALS **	136.06	136.06-			0.00
01-003741	QUADIENT FINANCE USA INC	POSTAGE	5,000.00	5,000.00-	121499	6/30/21	0.00
01-003741	QUADIENT FINANCE USA INC	ADD'L POSTAGE FEE	10.00	10.00-	121506	7/08/21	0.00
		** TOTALS **	5,010.00	5,010.00-			0.00
01-023640	RAY'S REFUSE SERVICE	JUNE GARBAGE PICKUP	1,651.64	0.00	000000	0/00/00	1,651.64
		** TOTALS **	1,651.64	0.00			1,651.64
01-002987	RIESBERG AUDIO AND DETAIL	ANTENNA REPLACEMENT	302.50	0.00	000000	0/00/00	302.50
		** TOTALS **	302.50	0.00			302.50
01-003813	SCHLINDER ELEVATOR CORPOR	ELEVATOR MAINTENANCE	2,988.00	2,988.00-	121382	6/25/21	0.00
		** TOTALS **	2,988.00	2,988.00-			0.00
01-003696	SCI COMMUNICATIONS INC	PHONE SYSTEMS CHANGES	935.00	0.00	000000	0/00/00	935.00

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UNPAID ITEMS DATES :		6/25/2021 THRU 7/08/2021	6/25/2021 THRU 7/08/2021

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
		** TOTALS **	935.00	0.00			935.00
01-025250	SHERWIN WILLIAMS CO.	PAINT MACHINE SUPPLIES	33.18	0.00	000000	0/00/00	33.18
		** TOTALS **	33.18	0.00			33.18
01-004178	SOLID WASTE MANAGEMENT CO	JULY-SEPT ASSESSMENT	30,745.00	0.00	000000	0/00/00	30,745.00
		** TOTALS **	30,745.00	0.00			30,745.00
01-025856	STANARD AND ASSOCIATES	POST TESTS	67.50	0.00	000000	0/00/00	67.50
		** TOTALS **	67.50	0.00			67.50
01-002865	STATE FAIR MINI DONUTS US	CONCESSIONS	233.10	0.00	000000	0/00/00	233.10
01-002865	STATE FAIR MINI DONUTS US	CONCESSIONS	49.75	0.00	000000	0/00/00	49.75
		** TOTALS **	282.85	0.00			282.85
01-028180	STATE HYGIENIC LABORATORY	BACTERIA SAMPLES	54.00	0.00	000000	0/00/00	54.00
01-028180	STATE HYGIENIC LABORATORY	WATER SAMPLE ANALYSIS	56.00	0.00	000000	0/00/00	56.00
		** TOTALS **	110.00	0.00			110.00
01-025880	STONE PRINTING CO.	TEE TIME/SCHEDULE BOOKLETS	210.00	0.00	000000	0/00/00	210.00
01-025880	STONE PRINTING CO.	SUPPLIES	67.50	0.00	000000	0/00/00	67.50
		** TOTALS **	277.50	0.00			277.50
01-003812	TRANSPARENT LANGUAGE INC.	DATABASE RENEWAL	300.00	300.00-	121381	6/25/21	0.00
		** TOTALS **	300.00	300.00-			0.00
01-003815	UCHEALTH MEDICAL GROUP	EMPLOYEE PHYSICAL HELLER	633.56	0.00	000000	0/00/00	633.56
		** TOTALS **	633.56	0.00			633.56
01-028168	UNITED PARCEL SERVICE	FREIGHT W/E 6/19/2021	51.13	51.13-	121384	6/25/21	0.00
01-028168	UNITED PARCEL SERVICE	FREIGHT W/E 6/26/2021	39.02	39.02-	121507	7/08/21	0.00
		** TOTALS **	90.15	90.15-			0.00
01-028275	UPTOWN SPORTING GOODS	SOCCER TOURNEY SUPPLIES	120.00	0.00	000000	0/00/00	120.00
01-028275	UPTOWN SPORTING GOODS	GUARD SUITS	120.00	0.00	000000	0/00/00	120.00
		** TOTALS **	240.00	0.00			240.00
01-028814	VAN METER COMPANY, THE	REPAIR PARTS	187.84	0.00	000000	0/00/00	187.84
		** TOTALS **	187.84	0.00			187.84
01-029010	VEENSTRA & KIMM INC.	TREATMENT AGREEMENT REVIEW #4	833.00	0.00	000000	0/00/00	833.00
01-029010	VEENSTRA & KIMM INC.	RISK/RESILIENCE ASSESSMENT #2	11,714.00	0.00	000000	0/00/00	11,714.00
		** TOTALS **	12,547.00	0.00			12,547.00

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VENDOR	----- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	-----BALANCE----
01-029013	VERIZON WIRELESS	AIR CARDS	320.08	320.08-	121508	7/08/21	0.00
01-029013	VERIZON WIRELESS	CELL PHONES	415.20	415.20-	121508	7/08/21	0.00
		** TOTALS **	735.28	735.28-			0.00
01-002468	VFW	FLAG FOR STADIUM	80.00	0.00	000000	0/00/00	80.00
		** TOTALS **	80.00	0.00			80.00

* Payroll Expense 177,900.51

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	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	6/25/2021 THRU 7/08/2021	6/25/2021 THRU 7/08/2021	6/25/2021 THRU 7/08/2021
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UNPAID ITEMS DATES :		6/25/2021 THRU 7/08/2021	6/25/2021 THRU 7/08/2021

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

	GROSS	PAYMENTS	BALANCE
PAID ITEMS	504,593.52	504,593.52CR	0.00
PARTIALLY PAID	0.00	0.00	0.00
UNPAID ITEMS	298,005.98	0.00	298,005.98
VOID ITEMS	0.00	0.00	0.00
** TOTALS **	802,599.50	504,593.52CR	298,005.98

U N P A I D R E C A P

UNPAID INVOICE TOTALS	298,118.55
UNPAID DEBIT MEMO TOTALS	0.00
UNAPPLIED CREDIT MEMO TOTALS	112.57CR
** UNPAID TOTALS **	298,005.98

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	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	6/25/2021 THRU 7/08/2021	6/25/2021 THRU 7/08/2021	6/25/2021 THRU 7/08/2021
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UNPAID ITEMS DATES :		6/25/2021 THRU 7/08/2021	6/25/2021 THRU 7/08/2021

FUND TOTALS

001	GENERAL FUND	423,208.48
010	HOTEL/MOTEL TAX	15.27
110	ROAD USE TAX FUND	26,754.29
121	LOCAL OPTION SALES TAX	1,169.00
178	CRIME PREV/SPEC PROJECTS	480.08
309	C.P. - CORRIDOR OF COMM.	134,020.12
314	C.P.-STREETS MAINT BLDG	1,006.00
600	WATER UTILITY FUND	25,948.98
610	SEWER UTILITY FUND	11,782.00
850	MEDICAL INSURANCE FUND	314.77
	* PAYROLL EXPENSE	177,900.51

GRAND TOTAL 802,599.50

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: July 7, 2021
SUBJECT: High School State Baseball Tournament Concessions Change Funds

The City is working with Carroll High School Booster Club and Kuemper High School Booster Club to operate concession stand booths at the State Baseball Tournament July 26 – 30, 2021. Carroll High School Booster Club, Kuemper Booster Club and the City will each operate a concession stand booth during the event. The City will act as the fiscal agent to track all the cash revenue and expenses. The net profit of all the concessions will be split amongst all the entities.

Part of the operations will require some startup cash at each of the concession stand booths and some additional funds to make change during the event. City staff is requesting \$2,400 in change funds to operate the three concession stand booths and some additional funds to make change, if needed. It is anticipated that about 1,200 sports fans will attend each game.

Attached is a resolution authorizing the change funds for the concession stand booths for the High School State Baseball Tournament.

RECOMMENDATION: Council consideration and approval of a resolution authorizing \$2,400 of change funds for the concession stand booth operations for the High School State Baseball Tournament July 26 – 30, 2021.

RESOLUTION NO. _____

**A RESOLUTION FOR THE HIGH SCHOOL STATE BASEBALL TOURNAMENT
CONCESSION STAND BOOTHS CHANGE FUNDS**

WHEREAS, the City of Carroll will be hosting the 2021 High School State Baseball Tournament July 26 – 30, 2021 and;

WHEREAS, the City of Carroll, Carroll High School Booster Club and Kuemper High School Booster Club will be operating concession stand booths during the event, and;

WHEREAS, change funds in the amount of \$2,400 is needed to operate the concession stand booths during the event;

NOW, THEREFORE, BE IT RESOLVED that the Carroll City Council authorizes the change funds in the amount of \$2,400 for the 2021 High School State Baseball Tournament July 26 – 30, 2021.

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

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

BY: _____
Eric P. Jensen, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Honorable Mayor and City Council Members

FROM: Mike Pogge-Weaver, City Manager *MSP-w*

DATE: June 23, 2021, *July 8, 2021*

SUBJECT: Rezoning request from B-2, General Business District to RB-1, Residential-Business Transitional District

Background:

A request was received from Alexa J. and Lucas L. Lenhart to rezone 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 from B-2, General Business District to RB-1, Residential-Business Transitional District. The address of the property is 711 N West St.

Analysis:

When considering rezoning requests, the Planning and Zoning Commission and City Council should take into account the following: Comprehensive Plan, Spot Zoning, and Public Input.

Comprehensive Plan:

A comprehensive plan serves as a long-range plan for community improvement, development, and growth. Iowa Code recommends for communities to adopt comprehensive plans, and that these plans should "include information on the amount, type, intensity and density of existing land use, trends in the market price, and plans for future land use throughout the municipality" (Chapter 18B). Said plans serve as policy guides, and are intended to be flexible and adaptive over time, setting forth the basic framework to guide activities and manage change.

The property is identified in the City of Carroll's Comprehensive Plan as General Business. The proposed rezoning to RB-1, Residential-Business Transitional District would NOT be in conformance with the City's adopted Comprehensive Plan. The uses surrounding the subject property are single-family residential homes except the 4-unit apartment building to the west and a commercial use (dry cleaner) to the southeast. The proposed rezoning would permit both a business or a single-family residential use on the property and appears to be compatible with the units existing adjacent to the subject property.

Spot Zoning:

According to the Iowa State University & Outreach's "Midwest Planning Bluz" (Iowa State University Extension's **B**log on **L**and **U**se and **Z**oning), to determine whether illegal spot

zoning has occurred, the courts consider whether the rezoning takes into account the following:

1. the characteristics of surrounding property;
2. the community's comprehensive plan; and
3. the protection and preservation of public health, justice, morals, order, safety and security, and welfare (police power).

It does not appear this proposed rezoning constitutes spot zoning. As the attached Zoning Map shows, the requested zoning district of RB-1, Residential-Business Transitional District also exists north and east of the property.

Public Input:

As required by the City's Zoning Ordinance, letters were sent to property owners within 200' of the proposed rezoning and notice was published in the Carroll Times Herald on June 1, 2021 and June 18, 2021 notifying the public of the requested rezoning. As of the date of this memo, no comments have been received by the City.

Alternatives:

At the close of the public hearing to permit objections or recommendations from the public, the City Council shall approve or deny the rezoning request. The following options exist for the Council:

1. Approve the rezoning request from B-2, General Business District to RB-1, Residential-Business Transitional District for Parcel # 06-24-333-011;
2. Deny the rezoning request from B-2, General Business District to RB-1, Residential-Business Transitional District for Parcel # 06-24-333-011;
3. Table pending additional comment/feedback.

PLANNING AND ZONING COMMISSION RECOMMENDATION: The Planning and Zoning Commission reviewed the rezoning request at their June 9, 2021 meeting. The Commission voted to recommend that the City Council approve the proposed rezoning.

The proposed Ordinance was introduced and the first reading approved on June 28, 2021.

STAFF RECOMMENDATION:

That the City Council consider approving the request to rezone 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 from B-2, General Business District to RB-1, Residential-Business Transitional District.

Surrounding Properties



NW – Single Family



N – Single Family



NE – Single Family



W/SW – 4-unit Apartment Building



Subject Property



E – Single Family



S- Single Family



SE – Commercial (Dry Cleaner)

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE ZONING MAP REFERRED TO IN SECTION 170.06 OF THE ZONING ORDINANCE INCORPORATED IN CHAPTER 170 OF THE CODE OF ORDINANCES OF THE CITY OF CARROLL, IOWA AND ALTERING THE ZONING DISTRICT FOR REAL ESTATE SITUATION IN THE CITY OF CARROLL, CARROLL COUNTY, IOWA:

BE IT ORDAINED by the City Council of the City of Carroll, Iowa as follows:

SECTION 1. The Zoning Map referred to and incorporated as a part of Section 170.06, Chapter 170 of the Code of Ordinances, City of Carroll, Iowa is hereby amended to the extent of altering the Zoning District of the following property described from B-2, General Business District to RB-1, Residential-Business Transitional District:

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

SECTION 2. The City Clerk is directed to attach a copy of the Ordinance to the official Zoning Map.

SECTION 3. The remainder of the Zoning Map, other than herein specified, shall remain the same as previously drawn and published.

SECTION 4. REPEALER. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 5. SEVERABILITY CLAUSE. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof adjudged not invalid or unconstitutional.

SECTION 6. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

Passed and approved by the Carroll City Council this _____ day of _____, 2021.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

BY: _____
Eric P. Jensen, Mayor

ATTEST:

Laura A. Schaefer, City Clerk

I certify that the foregoing was published as Ordinance No. _____ on the ____ day of _____, 2021.

Laura A. Schaefer, City Clerk

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 *WSPW*

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

DATE: June 23, 2021, *July 7, 2021*

SUBJECT: Sanitary Sewer Service Charges

A proposed Ordinance has been prepared to codify the June 14 Sanitary Sewer Rate Study discussion/decision. The proposed Ordinance includes a rate schedule that addresses system operation and maintenance, proposed capital expenditures and Significant Industrial User (SIU) rate equity projected over a period of 10 years. The rate schedule in the proposed Ordinance is adapted from the June 14, Alternative 5.10a - Equitable Distribution of Expenses based on Flow Usage – Financed over 10 years. The attached Alternative 5.10a table illustrates the 2031 requirements and the revenue distribution as follows:

Residential Revenue Percentage	92%
Industrial Revenue Percentage	8%

The proposed Ordinance includes the first three years of that projection.

A summary of the proposed rate structure increases on the users is as follows:

User	Current	08-01-21		07-01-22		07-01-23	
	Amount	Amount	% Inc.	Amount	% Inc.	Amount	% Inc.
All Users ⁽¹⁾	\$39.32	\$39.86	1.4	\$40.40	1.4	\$40.94	1.3
SIU-1 ^(2,3)	\$4,584.86	\$5,145.26	12.2	\$5,619.86	9.2	\$6,235.34	11.0
SIU-2 ^(2,4)	\$620.79	\$779.14	25.5	\$937.24	20.2	\$1,082.27	15.5

Notes:

- (1) Monthly use = 700 cubic feet.
- (2) Based on 2020 Average Flow/Load.
- (3) Tax not included.
- (4) Does not include sanitary use.

The proposed Ordinance was introduced and the first reading approved on June 28, 2021.

RECOMMENDATION: Mayor and City Council consideration of passage and approval of the Sanitary Sewer Service Charge Ordinance.

RMK:ds

attachment

ALTERNATIVE 5.10a - Equitable Distribution of Expenses based on Flow Usage - Financed over 10 Years

2031 Requirements												
Customer Class	Number of Accounts	Minimum Charged	Total Annual Usage for Class (100 cf)	Average Monthly Usage per User (100 cf)	Rate Per 100 cf/Unit	Average Account Monthly Bill	Approximate Monthly Revenue	Total Annual Revenue	Total Annual Usage (100 cf)	Total Calculated Annual Revenue	Required Total Revenue in 2031	
Residential/Commercial User												Residential Revenue Percentage
Small End Users (Residential)	4,300	\$ 9.71	365,000	7	\$ 5.05	\$ 45.06	\$ 193,760	\$ 2,325,116	365,000	\$ 2,325,116		92%
Significant Industrial Users												Industrial Revenue Percentage
Significant Industrial User 1 (Sanitary Waste)	1	\$ 9.71	2,320	193	\$ 5.05	\$ 974.65	\$ 975	\$ 11,696				
(Process Waste) (reported in 1,000 gal)	1		29,000	2,265	\$ 1.75	\$ 3,964.45	\$ 3,964	\$ 47,573				
Strength Surcharges (average lbs)			14,089		\$ 0.650	\$ 9,157.85	\$ 9,158	\$ 109,894				
Significant Industrial User 2 (reported in 1,000 gal)	1	\$ 9.71	3,050	140	\$ 1.75	\$ 245.00	\$ 245	\$ 2,940	34,370	\$ 195,259		8%
Strength Surcharges (BOD) (average lbs)			1,525		\$ 0.650	\$ 991.25	\$ 991	\$ 11,895				
Strength Surcharges (TSS) (average lbs)			218		\$ 0.650	\$ 141.70	\$ 142	\$ 1,700				
Strength Surcharges (NH3) (average lbs)			918		\$ 0.650	\$ 596.70	\$ 597	\$ 7,160				
(Metals Surcharge)							\$ 200	\$ 2,400				
TOTALS									399,370	\$ 2,520,375	\$ 2,525,000	

Change to Average Monthly Bill for Industrial Users				
	New	Old	Increase	Percent Increase
Significant Industrial User 1	\$ 13,122.30	\$ 3,724	\$ 9,398.50	252%
Significant Industrial User 2	\$ 1,436.25	\$ 755.00	\$ 681.25	90%

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF CARROLL, IOWA, BY AMENDING PROVISIONS PERTAINING TO SANITARY SEWER SERVICE CHARGES.

BE IT ENACTED by the City Council of the City of Carroll, Iowa:

SECTION 1. SECTION MODIFIED. Chapter 99, Section 02, of the Code of Ordinances of the City of Carroll, Iowa, is repealed and the following adopted in lieu thereof:

99.02 SANITARY SEWER SERVICE CHARGE RATES. Each customer shall pay sanitary sewer charges in accordance with the following schedule.

ALL USERS

1. Rates for Sanitary Sewer Service Billed After August 1, 2021:
 - A. Minimum charge of \$8.57 per account per month.
 - B. All water used and discharged into the sanitary sewer per month, \$4.47 per 100 cubic feet.
2. Rates for Sanitary Sewer Service Billed After July 1, 2022:
 - A. Minimum charge of \$8.69 per account per month.
 - B. All water used and discharged into the sanitary sewer per month, \$4.53 per 100 cubic feet.
3. Rates for Sanitary Sewer Service Billed After July 1, 2023:
 - A. Minimum charge of \$8.81 per account per month.
 - B. All water used and discharged into the sanitary sewer per month, \$4.59 per 100 cubic feet.

SECTION 2. SECTION MODIFIED. Chapter 99, Section 03, of the Code of Ordinances of the City of Carroll, Iowa, is repealed and the following adopted in lieu thereof:

99.03 OTHER CHARGES

1. Sanitary waste discharges from industrial customers, in amounts approved by the Superintendent, shall be charged at the rates contained in Section 99.02.
2. Industrial and meatpacking process waste discharges shall be metered by waste flow meter maintained by the discharging entity and charged at the following rates:

Rates for process waste discharged after August 1, 2021:

- A. Flow = \$0.46/1,000 gal.
- B. BOD₅ = \$0.23/lb.
- C. TSS = \$0.23/lb.

Rates for process waste discharged after July 1, 2022:

- A. Flow = \$0.54/1,000 gal.
- B. BOD₅ = \$0.25/lb.
- C. TSS = \$0.25/lb.

Rates for process waste discharged after July 1, 2023:

- A. Flow = \$0.62/1,000 gal.
- B. BOD₅ = \$0.28/lb.
- C. TSS = \$0.28/lb.

3. All leachate waste monitoring, testing and reporting of pollutants included in any Treatment Agreement, Attachment B, or Iowa National Pollutant Discharge Elimination System (NPDES) Permit will be performed by or through the City for a monthly fee of \$200.00.

4. All leachate waste discharge shall be metered by equipment maintained by the discharging entity and charged at the following rates:

Rates for leachate discharged after August 1, 2021:

- A. Flow = \$1.08/1,000 gal.
- B. BOD₅ = \$0.16/lb.
- C. TSS = \$0.17/lb.
- D. NH₃N = \$0.16/lb.

Rates for leachate discharged after July 1, 2022:

- A. Flow = \$1.15/1,000 gal.
- B. BOD₅ = \$0.22/lb.
- C. TSS = \$0.22/lb.
- D. NH₃N = \$0.21/lb.

Rates for leachate discharged after July 1, 2023:

- A. Flow = \$1.22/1,000 gal.
- B. BOD₅ = \$0.27/lb.
- C. TSS = \$0.28/lb.
- D. NH₃N = \$0.26/lb.

The quantity of the wastewater parameters shall be determined based on sampling, testing and reporting required by any Treatment Agreement or Iowa National Pollutant Discharge Elimination System (NPDES) Permit.

SECTION 3. REPEALER. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 4. SEVERABILITY CLAUSE. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

SECTION 5. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval, and publication as provided by law.

Passed by the Council the _____ day of _____, 2021 and approved this _____ day of _____, 2021.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Eric P. Jensen, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

First Reading: _____

Second Reading: _____

Third Reading: _____

I certify that the foregoing was published as Ordinance No. _____ on the _____ day of _____, 2021.

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 *MSPW*

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

DATE: July 8, 2021

SUBJECT: Community Development Block Grant (CDBG) Owner Occupied Housing Rehabilitation Grant –

1. Public Hearing on the Status of Funded Activities
2. Administrative Services Contract Amendment No. 1
3. Subrecipient Agreement Amendment No. 2

In Fall 2016, the City began working with Region XII to gather information to apply for a CDBG owner occupied housing rehabilitation grant. On July 17, 2019, the official announcement was made that Carroll was 1 of 29 communities to receive this grant in the amount of \$210,500 to assist five homeowners. Program success resulted in amendments approved by IEDA for additional funds and a sixth project raising the amount of CDBG funds to \$220,500.

The City is working with Region XII to administer the grant. One of the grant requirements is to hold a public hearing near 50% completion of the grant.

During the public hearing, Karla Janning, Region XII Housing Programs Coordinator, will present a general description of accomplishments to date, a summary of expenditures to date, a general description of remaining work and a general description of changes made to the project.

As a result of the sixth project being awarded for grant funding, two contracts with Region XII require amendments: Administrative Services Contract and Subrecipient Agreement. The amendment for the administrative services contract adds \$500 for Region XII's services to administer the sixth project. The amendment for the subrecipient agreement adds \$4,000 to be spent on housing rehabilitation assistance. The remaining \$5,500 of the additional \$10,000 grant funds awarded will be used for technical fees and does not require a contract amendment. Two separate resolutions have been prepared to approve the contract amendments.

RECOMMENDATION: Conduct a public hearing and receive comments from the public. After the public hearing, Council consideration and approval of the following:

1. Resolution Approving the Administrative Services Agreement Amendment No. 1 with Region XII for The Iowa Economic Development Authority Housing Grant Contract #19-HSG-002
2. Resolution Approving the Subrecipient Agreement Amendment No. 2 with Region XII for the Iowa Economic Development Authority Housing Grant Contract #19-HSG-002

RESOLUTION NO. _____

**A RESOLUTION APPROVING THE ADMINISTRATIVE SERVICES AGREEMENT
AMENDMENT NO. 1 WITH REGION XII FOR THE IOWA ECONOMIC DEVELOPMENT
AUTHORITY HOUSING GRANT CONTRACT #19-HSG-002**

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 Administrative Services Agreement Amendment No. 1 with Region XII for administration of the Iowa Economic Development Authority Housing Grant Contract #19-HSG-002 is attached hereto as Exhibit "A"; and

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

NOW, THEREFORE, BE IT RESOLVED that the Administrative Services Agreement Amendment No. 1 with Region XII for the administration of the Iowa Economic Development Authority Housing Grant #19-HSG-002 attached as Exhibit "A", be authorized and accepted.

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

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

BY: _____
Eric P. Jensen, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

Contract Number: HF1910A
Amendment Number: 1

LOCAL PLANNING AND ADMINISTRATIVE ASSISTANCE CONTRACT

CITY OF CARROLL

HOUSING SET-ASIDE GRANT PROGRAM
ADMINISTRATIVE SERVICES FOR IEDA CONTRACT # 19-HSG-002

The following bolded text amendment is made to Article 6 of the agreement:


Article 6.0 CONDITION OF PAYMENTS. The City will reimburse COG for services performed following the submission of invoices that are sufficient to support payment under the City's established accounting procedures. During the contract period, in no event will the COG receive payment exceeding \$18,500 for administrative fees.

IN WITNESS THEREFORE, both parties agree to the above amendment and hereto have executed this amendment on the day and year specified below.

CITY OF CARROLL

REGION XII COG, INC.

Eric Jensen
Mayor



Richard T. Hunsaker
Executive Director

Date: _____

Date: 7-6-2021

RESOLUTION NO. _____

**A RESOLUTION APPROVING THE SUBRECIPIENT AGREEMENT AMENDMENT NO. 2
WITH REGION XII FOR THE IOWA ECONOMIC DEVELOPMENT AUTHORITY
HOUSING GRANT CONTRACT #19-HSG-002**

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 Subrecipient Agreement Amendment No. 2 with Region XII for administration of the Iowa Economic Development Authority Housing Grant Contract #19-HSG-002 is attached hereto as Exhibit "A"; and

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

NOW, THEREFORE, BE IT RESOLVED that the Subrecipient Agreement Amendment No. 2 with Region XII for the administration of the Iowa Economic Development Authority Housing Grant #19-HSG-002 attached as Exhibit "A", be authorized and accepted.

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

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Eric P. Jensen, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

**CITY OF CARROLL - REGION XII COG
SUBRECIPIENT AGREEMENT
AMENDMENT #2**

for

**IOWA ECONOMIC DEVELOPMENT AUTHORITY
CONTRACT #19-HSG-002**

The following bolded text amendments are made to the Preamble and Section 1 of the agreement:

WHEREAS, the City has been awarded a grant from IEDA as aforesaid in the amount of \$220,500 subject to the condition that the City provide a local matching contribution in the amount of \$10,500 in the form of cash; and,

WHEREAS, the parties hereto have agreed to the terms and conditions as hereafter stated:

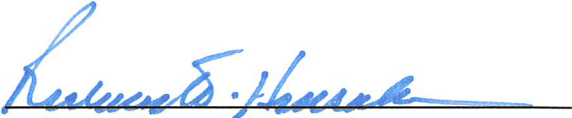
Section 1. **Funds.** The City shall provide the sum of \$179,500 to the Subrecipient. All of these funds will be spent for housing rehabilitation assistance and other eligible expenses in accordance with IEDA contract #19-HSG-002. Non-cash local match incentives required per the IEDA contract will be provided or assured by the City. The Subrecipient will provide documentation of expenditures for each billing.

IN WITNESS THEREFORE, both parties agree to the above amendment and hereto have executed this amendment on the day and year specified below.

CITY OF CARROLL

REGION XII COG, INC.

Eric Jensen
Mayor



Richard T. Hunsaker
Executive Director

Date: _____

Date: 7-6-2021

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 *RMK*

DATE: July 7, 2021

SUBJECT: Street Restoration – 2021

- Report of Proposal Opening
- Consideration of Award of Contract

On July 7, Proposals for the construction of the Street Restoration – 2021 project were received, opened and tabulated. Two Proposals were received as follows:

Caliber Concrete, LLC	\$628,184.82
Ten Point Construction Co., Inc.	\$456,592.86

A detailed Summary of Proposals Received is attached.

Ten Point Construction Co., Inc. is the lowest responsive, responsible bidder.

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

Design	\$35,000.00
Construction	<u>\$456,592.86</u>
Total Project Cost	\$491,592.86

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

Street Restoration - 2021
Report of Proposal Opening
Consideration of Award of Contract
July 7, 2021
Page 2

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:

Contract Award Consideration	July 12, 2021
Construction Completion	November 15, 2021

RECOMMENDATION: Mayor and City Council consideration of passage and approval of the Resolution awarding the Contract for the Street Restoration – 2021 project to Ten Point Construction Co., Inc. at their bid price of \$456,592.86.

RMK:ds

attachments (2)

RESOLUTION NO. _____

RESOLUTION MAKING AWARD OF THE CONSTRUCTION CONTRACT FOR THE STREET RESTORATION - 2021 PROJECT.

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

WHEREAS, the following Proposal for the construction of public improvements described in general as Street Restoration – 2021 and further described in the plans and specifications heretofore adopted by this Council is the lowest responsive, responsible Proposal for said work as follows:

Contractor:	Ten Point Construction Co., Inc.
Amount of Proposal:	\$456,592.86
Portion of Project:	All Construction Work;

and,

WHEREAS, the City Council has determined that award of the construction contract is in the best interest of the City and the residents thereof.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Carroll, Iowa, that the contract with Ten Point Construction Co., Inc. for the construction of the Street Restoration – 2021 project, is authorized and accepted, and that the Mayor and City Clerk are authorized to execute the contract on behalf of the City.

Passed and approved by the Carroll City Council this 12th day of July, 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 *MSPW*
FROM: Laura A. Schaefer, Finance Director/City Clerk *LAS*
DATE: July 7, 2021
SUBJECT: F.Y. 20/21 Year End Transfers

Attached is a resolution listing each transfer for FY 2020/2021. All the items in the resolution were included in the FY 2020/2021 re-estimated balances when the FY 2021/2022 budget was prepared.

Also attached is a list of all the funds and the effect the transfers have on each fund's ending balance. This list also includes a comparison of what the June 30, 2021 ending fund balance was re-estimated to be when the FY 2021/2022 budget was prepared. In many cases, state code requires special revenue money to be deposited into its own separate fund and then transferred to another fund to cover eligible expenses.

For FY 2020/2021, revenues were \$19,139,563, compared to amended budgeted revenues of (excluding transfers) \$18,641,761. Expenses were \$18,042,992, compared to amended budgeted expenses of (excluding transfers) \$26,314,183. The FY 2020/2021 amended budget included an amended budgeted deficit of \$7,672,422; however, the city ended FY 2020/2021 with a surplus of \$1,089,718 mainly due to the timing of completion of capital projects.

There are a number of reasons why there is a difference between the actual ending fund balance and the projected ending fund balance. Those reasons include expenses less than anticipated including projects to be completed in FY 22, revenues greater than anticipated and not receiving some grant money in FY 21 but anticipate receiving in FY 22.

If you have any questions about the proposed transfers, feel free to call me or stop by City Hall.

RECOMMENDATION: Council consideration and approval of the attached resolution authorizing the FY 2020/2021 transfers.

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE CITY CLERK TO MAKE THE APPROPRIATE INTERFUND TRANSFERS OF SUMS AND RECORD THE SAME IN THE APPROPRIATE MANNER FOR FY 2021 FOR THE CITY OF CARROLL, IOWA

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Carroll, Iowa as follows:

SECTION 1: Authorize the City Clerk to Transfer Funds. That the City Clerk be and is hereby authorized by the City Council to make the appropriate interfund transfer of sums and record the same in the appropriate manner for FY 2021.

SECTION 2: Transfer of Funds. The City Clerk will transfer the following sums and to record the same in the appropriate manner:

1. Transfer from the Employee Benefit Special Revenue Fund to the General fund - \$814,908.31 to pay for General Fund employee benefit expenses
2. Transfer from the Water Utility Fund to the General Fund - \$33,269.00 to pay for insurance liability & property expenses
3. Transfer from the Sewer Utility Fund to the General Fund - \$40,048.00 to pay for insurance liability & property expenses
4. Transfer from Employee Benefit Special Revenue Fund to the Road Use Tax Fund - \$118,411.02 to pay for Road Use Tax employee benefit expenses
5. Transfer from C.P. – Library/City Hall Fund to LOST Fund - \$43,896.41 to return unexpended LOST funds
6. Transfer from Sewer Utility Fund to Debt Service Fund - \$706,920.00 to pay for FY 2021 principal and interest payments
7. Transfer from LOST Fund to Debt Service Fund - \$467,786.00 for property tax relief
8. Transfer from Ashwood Urban Renewal Special Revenue Fund to Debt Service Fund - \$34,918.32 to repay the debt service fund for principal and interest payments
9. Transfer from the General Fund to C.P. – Airport Fund - \$11,443.62 to pay for airport improvement projects
10. Transfer from General Fund to C.P. – Streets Fund - \$50,000.00 for sidewalk transition plan
11. Transfer from Road Use Tax Fund to C.P. – Streets Fund - \$250,000.00 to pay for street rehabilitation projects
12. Transfer from Storm Water Utility Fund to C.P. – Streets Fund - \$100,000.00 to pay for street rehabilitation projects
13. Transfer from LOST Fund to C.P. – Streets Fund - \$657,500.00 to pay for street rehabilitation projects.
14. Transfer from Water Utility Fund to C.P. – Corridor of Commerce Fund - \$150,000.00 to pay for construction expenses for urban renewal public improvement projects
15. Transfer from Hotel/Motel Tax Fund to C.P. – Parks & Rec - \$100,000.00 for park/trail improvements

16. Transfer from LOST Fund to C.P. – Parks & Rec Fund - \$150,000.00 for park/trail improvements
17. Transfer from LOST Fund to C.P. – Rec Center Building Fund - \$260,000.00 for a renovations of the Rec Center Building
18. Transfer from General Fund to C.P. – Housing Fund - \$5,800.00 for the city match of the Housing Rehabilitation Grant
19. Transfer from UR Downtown SR Fund to Water Utility Fund - \$906,230.00 to re-pay interfund loan for urban renewal public improvement projects
20. Transfer from Water Utility Fund to Water Utility Depreciation Fund - \$50,000.00
21. Transfer from Water Utility Fund to Water Utility Capital Improvement Fund - \$1,660,000.00 for water main replacement and water tower improvements
22. Transfer from Sewer Utility Fund to Sewer Utility Depreciation Fund - \$35,000.00
23. Transfer from Sewer Utility Fund to Sewer Utility Capital Improvement Fund - \$100,000.00 for sewer capital improvement projects

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

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

Eric P. Jensen, Mayor

Attest:

Laura A. Schaefer, City Clerk

**CITY OF CARROLL
FUND BALANCES
JUNE 30, 2021**

	JULY 1, 2020 BEGINNING BALANCE	JUNE 30, 2021 BEFORE TRANSFERS	TRANSFERS IN	TRANSFERS OUT	JUNE 30, 2021 ENDING BALANCE AFTER TRANSFERS	JUNE 30, 2021 RE-EST PROJECTED BALANCE
GENERAL FUND	3,912,353.72	3,644,074.93	888,225.31	67,243.62	4,465,056.62	?, ^
HOTEL/MOTEL TAX	398,373.62	560,006.39		100,000.00	460,006.39	x
ELECTRIC FRANCHISE	-	15,366.67			15,366.67	
ROAD USE TAX FUND	1,747,970.53	2,490,572.58	118,411.02	250,000.00	2,358,983.60	??, ^
EMP BENEFIT S.R.	-	933,319.33		933,319.33	-	
EMERGENCY S.R.	-	-			-	
LOCAL OPTION SALES TAX	633,708.47	2,420,149.68	43,896.41	1,535,286.00	928,760.09	@
UR DOWNTOWN S.R.	133,180.88	1,072,594.23		906,230.00	166,364.23	
UR ASHWOOD BUSINESS PARK	-	34,918.32		34,918.32	-	
REC CENTER TRUST FUND	35,125.17	37,758.24			37,758.24	
LIBRARY TRUST FUND	51,422.56	52,297.98			52,297.98	
POLICE FORFEITURE	7,193.67	15,967.51			15,967.51	
CRIME PREV/SPEC PROJECTS	37,687.80	40,864.89			40,864.89	
DEBT SERVICE FUND	88,662.13	(1,116,749.77)	1,209,624.32		92,874.55	
C.P. - EQUIPMENT PURCHASES	182.36	-			-	
C.P. - AIRPORT	(51,973.78)	(21,443.62)	11,443.62		(10,000.00)	^^
C.P. - STREETS	940,709.81	131,677.99	1,057,500.00		1,189,177.99	xx
C.P. - CORRIDOR OF COMM.	1,242,186.54	698,278.83	150,000.00		848,278.83	
C.P. - PARKS & RECREATION	362,326.41	215,829.35	250,000.00		465,829.35	xx
C.P. - REC CENTER BLDG	-	(53,249.41)	260,000.00		206,750.59	xx
C.P. - STREETS MAINTENANCE BLDG	4,777,022.35	3,626,944.53			3,626,944.53	xx
C.P. - LIBRARY/CITY HALL REMODEL	4,572.04	33,896.41		43,896.41	(10,000.00)	^^^
C.P. - HOUSING FUND	-	(5,800.00)	5,800.00		-	
PERPETUAL CARE FUND	537,531.46	569,171.51			569,171.51	
REC CNTR TRST-PERMANENT	37,766.84	65,224.25			65,224.25	
WATER UTILITY FUND	1,623,023.54	2,368,108.32	906,230.00	1,893,269.00	1,381,069.32	^
WATER UTILITY DEPR.	907,607.16	914,483.64	50,000.00		964,483.64	
WATER UTILITY CAP. IMP.	480,069.58	(1,369,370.23)	1,660,000.00		290,629.77	
WATER METER DEPOSIT	45,520.90	45,235.90			45,235.90	
SEWER UTILITY FUND	3,651,986.89	4,927,005.29		881,968.00	4,045,037.29	^, xxx
SEWER UTILITY DEPR.	684,101.39	689,282.30	35,000.00		724,282.30	
SEWER UTILITY CAP. IMP.	165,661.83	166,909.65	100,000.00		266,909.65	xx
STORM WATER UTILITY	838,365.26	1,104,919.54		100,000.00	1,004,919.54	
STORM WATER CAP. IMP.	44,528.39	125,194.24			125,194.24	
MEDICAL INSURANCE FUND	958,206.61	951,352.38			951,352.38	#
TOTAL	24,295,074.13	25,384,791.85	6,746,130.68	6,746,130.68	25,384,791.85	19,624,366

? - Apprx. \$826,945 of projects budgeted in FY 21 to be considered/completed in FY 22

?? - Actual RUT collections were \$340,090 greater than projected/carryover projects of \$123,400

x - \$250,000 of theater improvements and \$50,000 for Rec HVAC system

@ - \$135,500 of park and rec improvement projects

^ - Combination of revenue collections greater than anticipated and operating expenses less than anticipated

^^ - Anticipating State grant for entrance sign project

^^^ - County contribution for the Library Project to be received in FY 22 & FY 23

xx - Capital projects not complete as of June 30, 2021

xxx - \$110,000 of equipment budgeted but not spent

- Health insurance premium holiday June 2021 (\$46,270)

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 Rolling Hills South 4th Addition: Expanding and Revising the Carroll Urban Revitalization Plan

Staff is working on amendments to the Carroll Urban Revitalization Plan (Plan) after receiving direction from the City Council on June 14th. The current incentive of 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 would be expanded City wide. To complete the revised Plan, staff needs direction from Council on two items.

First, the City entered into a development agreement with 704 Development Corp. related to the development of Rolling Hills South 4th Addition. This is a 12 housing unit (in 6 separate duplex buildings) development including the development of infrastructure (water, sewer, storm sewer, and roads) to serve the new units at an approximate cost of \$250,000 to the developer. Per the development agreement the infrastructure improvements were to be completed by June 1, 2020. The improvements were accepted by the City Council on March 9, 2020. The 12 housing units were to be completed on or before March 1, 2021. At this point, 3 of the 6 buildings are under construction; however, none of the buildings are completed. For completing these improvements, the development agreement included a rebate of tax increment financing (TIF) funds in the amount of up to \$72,000 for the infrastructure improvements. This funding was being provided as a match for the Workforce Housing Tax Credit (WHTC) program. Under the WHTC program, the total cost per housing unit is capped at \$215,000. At this point, it is not anticipated that the developer will be able to keep the cost under \$215,000 per housing unit and will forfeit the Workforce Housing Tax Credit that was awarded to the project. The developer has indicated that the units were not complete on time due to labor shortage and the increased housing unit costs due to the coronavirus pandemic.

The main question related to the current development agreement is: should the agreement be amended to provide additional time to complete the remaining housing units and waive the requirement that the units be eligible for the Workforce Housing Tax Credit in order to receive the rebate of \$72,000?

The second area for discussion is related to the revisions being made to the Carroll Urban Revitalization Plan itself. If this development is included in the revised Urban Revitalization Area and tax abatement is made available, there would be less available TIF funds to make the \$72,000 TIF rebate payment. Running a proforma for the development, it would appear there would be sufficient TIF funds to make the full TIF rebate payment if this area is included in the revised Urban Revitalization Area.

Does the Council want to include Rolling Hills South 4th Addition in the revised Urban Revitalization Area and make tax abatement available?

Work to amend the plan is nearing completion and staff plans to present the completed plan to the Council on July 26th in order for them to set a public hearing on the revised plan for September 13, 2021.

RECOMMENDATION: Mayor and City Council review, discuss, and consider directing staff on how to proceed with the above items.

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

RMK

DATE: July 6, 2021

SUBJECT: Rezac Annexation Proposal

James A. Rezac and Amanda M. Rezac have submitted an annexation proposal, attached, for property located at 23296 Hwy. 30. The property was formerly owned by Todd H. Rueter and, at one time, was the location of Rueter's implement dealership. The property is adjacent to the east Corporate Limits on the south side of U.S. 30. The Rezacs are relocating their Choice Auto dealership from the 300 and 400 blocks of E. 6th Street to this location.

The Rezacs' proposal is voluntary annexation conditioned upon the City extending public sanitary sewer service to the property.

The preliminary estimated cost of extending public sanitary sewer to three alternate locations along U.S. 30 east of the east Corporate Limits are as follows:

West line Rezac/Choice Auto Property	\$150,000
West line Industrial Bearing Supply	\$250,000
Total East Watershed, \pm 8,000 ft.	\$900,000

The watershed served by the Total East Watershed extension can be estimated at approximately 150 acres.

City Code of Ordinances Section 95.06 does restrict service outside the City as follows:

"Sewer service shall not be provided to any customer located outside the corporate limits of the City, except by agreement of the Council. No customer will be served unless the customer has signed a service agreement to be bound by ordinances, rules, and regulations applying to sewer service established by the Council."

Rezac Annexation Proposal
July 6, 2021
Page 2

Code of Ordinances Section 96.01 includes the establishment of connection charges.

City Policy No. 0708 Municipal Public Improvement Extensions is attached. Summarized, the Policy guidance for Sanitary Sewer extensions is distribution of the cost of sanitary sewer construction to the property served. The Policy also includes that “. . . This Policy does not require or commit the City of Carroll to any expenditure of funds for any particular extension. That decision will be made by the City Council on an individual basis . . .”

At this point, it is requested that the Mayor and City Council review, discuss and provide direction for response to the Rezacs' annexation proposal.

RMK:ds

attachments (2)

CHOICE AUTO

23296 Hwy 30, Carroll, IA 51401

Date: 5/18/21

To: Carroll City Council

Please let this letter serve as verification that James A Rezac agrees to be self annexed to the City of Carroll for the property located at 23296 Highway 30 with the condition that said property be allowed usage of the Carroll sewer system. This would entail the City of Carroll to extend sewer service to this location at their cost.

If you have any questions, please give me a call.

Thank you again and have a great day.

James A. Rezac

Cell 712-210-4817
Office 712-792-9497
Fax 712-775-2367
e-mail choiceauto@win-4-u.net





CITY OF CARROLL

POLICIES AND PROCEDURES MANUAL

Subject Municipal Public Improvement Extensions		Policy No. 0708
Responsible Division(s), Office(s) Public Works	Related Policies & Procedures N.A.	
Effective/Revision Date 02/28/94	Approval(s) Michael J. Johnson	

Preface: The extension of Municipal Public Improvements including roadway, sanitary sewers, storm sewers and watermains is essential to provide service to existing unserved properties as well as property proposed for development. It is the guiding principle of the City that these extensions are associated with the property served. This principle dictates that the cost of the extensions ultimately be that of the property and not the general tax or utility rates payers.

Purpose: It is the purpose of this Policy to establish, in the Council's determination, equitable distribution of costs of extension of Municipal Public Improvements.

Policy: It is the Policy of the City Council of the City of Carroll, Iowa, to distribute costs of Municipal Public Improvement extensions as provided below. Any participation in the cost resulting from the distribution that is the responsibility of the City of Carroll is subject to budget limitations. As any owner, subdivider, or developer of property has the option to determine economic justification for an expenditure and ultimately to decide to proceed or not to proceed with the expenditure, so does the City Council. This Policy does not require or commit the City of Carroll to any expenditure of funds for any particular extension. That decision will be made by the City Council on an individual basis. This Policy establishes an equitable distribution of cost only. This Policy does not supersede or conflict with the Code of Iowa, Section 384, Division IV Special Assessments.

Municipal Public Improvements shall be designed and constructed in accordance with the criteria, standards and specifications of the appropriate Federal, State or Local jurisdiction.

Any Municipal Public Improvement that is proposed to include City participation in the cost shall conform to the following conditions:

1. The Improvement shall be submitted to the City by the Owner with a request to proceed with development of the project by January 1st of the year in which construction is proposed.

2. If City participation exceeds \$25,000.00, the project shall be bid by the City. The bid process shall include advertisement and acceptance of sealed bids.

Definitions:

Cost: Total project cost including engineering design, construction and project representation.

Property: The parcel of land proposed for development or use of the municipal improvement resulting in application of this Policy.

Owner, Developer, Subdivider: These terms are used interchangeably meaning the party controlling or proposing to control the Property.

Sanitary Sewers: All pipe, manholes, cleanouts and other appurtenances included in the public system. Excludes wyes and service lines.

Sanitary Sewer System: The system or subsystem of pipe, manholes, etc. beginning at the Property and terminating at the Wastewater Treatment Plant.

Storm Sewers: All pipe, manholes, inlets and other appurtenances included in the public systems.

Storm Sewer System: The system or subsystem of pipe, manholes, inlets, etc. beginning at the Property or resulting from stormwater runoff from the Property and ending at Drain No. 77 or Middle Raccoon River.

Water Main: All pipe, valves, fire hydrants and other appurtenances included in the public system.

Municipal Public Improvement Extension Cost Allocation

I. Roadways

- A. Owner or developer is required to provide, at his cost, 50 feet of Right-of-Way and 28 feet back-to-back of curbs paved roadways or required frontage roads or cul-de-sacs within his subdivision. If a wider right-of-way or roadway is required, the owner or developer shall provide the right-of-way at no cost to the City and the City shall be responsible for the additional cost of roadway paving only based on square yard costs.
- B. Roadway improvements required outside of a proposed subdivision or on the outer boundary of a subdivision shall be paid for by Special Assessment to benefitted properties. Special Assessments to subdivision property shall be paid

in full prior to development. The cost of roadway paving in excess of 28 feet back-to-back of curbs shall be paid for as provided in paragraph I.A.

II. Sanitary Sewers

A. System size equal to 8 inches in diameter.

1. The cost of sanitary sewers 8 inches in diameter outside of the Property shall be distributed to properties adjacent to the sanitary sewer based on the distribution of cost methods acceptable for Special Assessment. The City can initially pay these costs and establish a fee based on the distribution. The fee shall be paid to the City upon connection of the property to the sanitary sewer, whether voluntary or mandatory.
2. The cost of sanitary sewers 8 inches in diameter within the Property shall be the responsibility of the owner of the Property.

B. System size greater than 8 inches in diameter.

1. The cost of sanitary sewers greater than 8 inches in diameter shall be distributed to all property within the area served by the sanitary sewer. The owner of the Property shall be responsible for at least the cost of 8 inch sanitary sewer. The balance of the cost distributed based on each property's area as a portion of the total contributing area. The cost distributed to property outside of the Property shall be initially paid by the City. The City shall establish a fee based on the distribution of cost. The fee shall be paid to the City as connection to the sanitary sewer is made, either voluntary or mandatory. The cost distributed to the Property shall be paid by the owner upon construction.

III. Storm Sewers

A. System size equal to 12 inches in diameter.

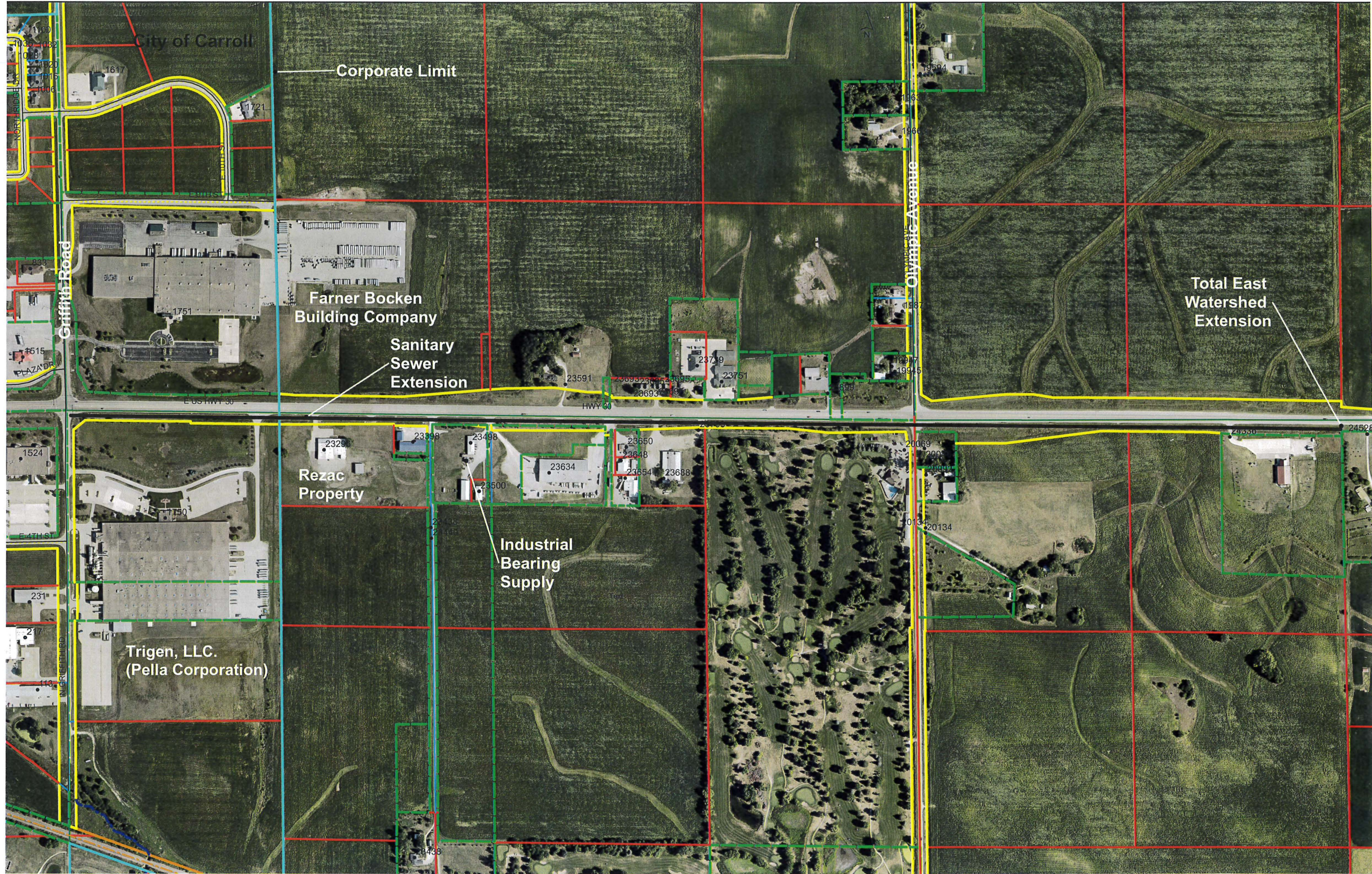
1. The cost of storm sewers of 12 inches in diameter outside of the Property shall be distributed to properties adjacent to the storm sewer based on the distribution of cost methods acceptable for Special Assessment. The City can initially pay these costs and establish a fee based on the distribution. The fee shall be paid to the City upon use of the storm sewer or development of the property.
2. The cost of storm sewers of 12 inch in diameter within the Property shall be the responsibility of the owner of the Property.

B. System size greater than 12 inches in diameter.

1. The cost of storm sewers constructed at the time of development of a size greater than 12 inches in diameter shall be distributed to all property within the watershed contributing to the storm sewer based on each property's area as a portion of the total watershed. The cost associated with property outside of the Property shall be initially paid by the City. The City shall establish a fee, based on area, to be paid to the City at the time any property outside of the Property develops. The cost associated with the Property shall be paid by the owner upon construction.
2. In the event that a complete system is not constructed at the time of development of the Property, estimated costs of the future system shall be utilized to establish a fee, by proportional watershed area, on the Property. The fee shall be paid to the City by the Property owner at the time of subdivision.

IV. Watermain

- A. The cost of watermain within the Property shall be the responsibility of the owner of the Property.
- B. The cost of watermain outside of or adjacent to the borders of the Property shall be distributed to the adjacent properties, not currently served by water service, based on distribution of cost methods acceptable for Special Assessment. The City shall initially pay the costs attributed to the properties outside of the Property. The City shall establish a fee, based on the distribution, to be paid by the owners of the properties upon connection to the watermain.



City of Carroll

Corporate Limit

Farnar Bocken
Building Company

Sanitary
Sewer
Extension

Rezac
Property

Industrial
Bearing
Supply

Trigen, LLC.
(Pella Corporation)

Total East
Watershed
Extension

Griffith Road

Olympic Avenue

HWY 30

1000
1035-1032
028
1020
1015
1006

1515
PLAZA DR

1524

E 4TH ST

231

217

143

N GRIFFITH RD

1438

1721

1751

E US HWY 30

2329

23398

23498

23500

23634

23650

23648

23654

23688

23591

23693

23695

23719

23751

899

19594

1963

1966

1987

19917

19945

20069

2003

20134

24350

24528

City of Carroll

627 N. Adams Street

Carroll, Iowa 51401

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Mike Pogge-Weaver, City Manager *MJPW*
FROM: Jack Wardell, Director of Parks and Recreation *JW*
DATE: July 7, 2021
SUBJECT: Bid Opening Results – Compact Utility Tractor – Parks Department

- Report of Bid Opening

Pre-Bid Estimate: \$28,000.00

On July 7, 2021 two bids were received at the time of the bid opening. Attached to this memorandum is a summary of the bid results. The lowest bid that met the specifications outlined in the bid was:

Van Wall Equipment	\$25,900.96
--------------------	-------------

The Parks Department current 3415 New Holland Tractor has approximately 3,600 hours and is due to be traded in to avoid future costly repairs due to the age of the tractor.

RECOMMENDATION: For the Mayor and City Council to consider and approve the bid from Van Wall Equipment – Madrid, Iowa for the bid price of \$25,900.96.

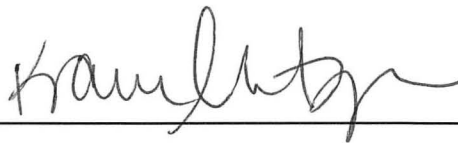
BID OPENING REPORT

Bids were opened on 7/7/2021 11:00 a.m.

For Compact Utility Tractor

Pre-Bid Estimate \$28,000.00

	CONTRACTOR:	Tractor	Trade-in	Bid Amount
1.	<u>Rueter's Implement - Carroll Iowa</u>	<u>\$ 32,885.00</u>	<u>\$ (3,500.00)</u>	<u>\$ 29,385.00</u>
2.	<u>Van Wall - Madrid, Iowa</u>	<u>\$ 30,500.96</u>	<u>\$ (4,600.00)</u>	<u>\$ 25,900.96</u>
3.	<u></u>			
4.	<u></u>			

Signed: 

Date: 7/7/2021