



City Manager's Monthly Activity Report

Gerald L. Clausen, City Manager

April 2015

City of *Carroll*

This is a report of the various departments and divisions of the City of Carroll.

Finance Department

As reported by Laura Schaefer, City Clerk/Finance Director

Routine Activities for the month:

- Dealt with water issues/collections
- Attended Library Steering Committee meeting – April 9 and 30
- Attended IA Municipal Finance Officers Association Meeting – April 15-17 (Des Moines)
- Began working with Civil Service Commission and Moulder & Associates for PD Chief search
- Worked with Debbie Dean, BSI representative, on the City's health insurance renewal
- Continued to promote wellness initiatives (Carroll County Wellness Coalition and City wellness program)
 - Held LHI 5K – April 11 at Swan Lake

Activities planned for next month and other comments:

- Continue to work on delinquent water accounts/water issues
- Continue to explore technology advances: paperless agenda
- Draft financial policies
- Prepare & file FY 2014/2015 budget amendment #2
- Attend Library Steering Committee meeting – May 14
- Conduct employee health insurance meeting – May 20
- Continue to promote wellness program with employees
 - Attend Carroll County Wellness Coalition Meetings
 - Schedule wellness programs for employees through St. Anthony Regional Hospital – blood profiles (May 19) & cholesterol seminar (June 2)

Accomplishments of particular note:

- 85 utility bills were emailed to customers in April 2015

Fire Department

As reported by Greg Schreck, Fire Chief

Routine Activities for the month:

The Department responded to four calls for service and held three training sessions in April.

Firefighters toured, and pre-planned emergency response for, the West Central re-packaging center located on East Hwy 30. West Central personnel explained operations conducted within the building and emergency response procedures to be implemented by employees and the Fire Department in the event of an emergency.

The Department continued training in truck operations and maintenance. All trucks are inspected and tested for proper operations on a regular basis to ensure their reliability when needed for emergency operations.

Accomplishments of particular note:

Assistant Fire Chief Bob Shields and several of the newer members of the Department gave a tour of the station to a local Girl Scout troop on April 29th. The scouts learned how the Department operates and were given a lesson in fire safety and prevention.

Run Report for April:

Alarm Date	Alarm Location	Incident Type
04/09/2015	¼ East of Phoenix on Highway 30	Vehicle rollover-extrication
04/14/2015	1102 North Main	Vehicle fire
04/21/2015	2014 Kittyhawk Avenue	Natural gas leak in building
04/30/2015	507 North Main	Investigate natural gas smell

Police Department

As reported by Jeff Cayler, Police Chief

Routine Activities for the month:

Chief Cayler and Captain Heino attended a meeting at St. Anthony Hospital on April 2 to discuss emergency response procedures for various types of scenarios. Representatives from the Kuemper Catholic Schools were also in attendance.

Officer Bensley attended a three-day interview and interrogation school sponsored by the Iowa Law Enforcement Academy on April 6, 7 and 8. We try to send all officers to this school within the first 2 – 3 years of employment.

Sgts. Burke and Hoyt attended a two-day internal affairs school at the Iowa Law Enforcement Academy on April 15 & 15. Our Sergeants are frequently the first point of contact if complaints are received by the public. The legal requirements for receiving and dealing with these complaints are becoming more complex and require supervisory personnel to be up-to-date.

Chief Cayler attended a meeting at Des Moines Area Community College in Ankeny on April 15. Police chiefs from all of the cities where there are DMACC satellite centers attended this meeting to discuss security and emergency response protocols.

Officer March attended a one-day school at the Iowa Law Enforcement Academy dealing with animal investigations. Our officers all serve as animal control officers in addition to their normal duties. As such, it is important to keep up-to-date on new laws and procedures in dealing with these issues.

Chief Cayler attended meetings for the Carroll County E911 Service Board and the Carroll County Emergency Management Commission on April 30. Chief Cayler has served as the Chair of both groups for approximately 10+ years. The primary purpose of both meetings was to elect new Chairpersons for each of these groups. Cayler will continue to represent the city of Carroll on Both groups until his retirement on June 8.

A summary of case investigations and a summary of citations and warnings issued for the month follows on page 5.

Offense Summary

CARROLL POLICE DEPARTMENT OFFENSE SUMMARY

Reported: April 1 THRU April 30, 2015

Offenses	Incidents Reported
Simple Assault	4
Domestic Abuse	1
Burglary/B&E	3
Shoplifting	3
Theft from Vehicle	1
Theft from Building	6
Motor Vehicle Theft	2
Identity Theft	4
Stolen Property	1
Vandalism: School	1
Drug/Narc Violations	2
Drive Under Infl	2
Drunkenness	4
Disorderly Conduct	4
Harassment	1
All Other Offenses	2
False Information	1
Found Property	2
Warrant Outside	5
Restraining Order	1
10-50PI	2
PI MV Pedestrian	1
10-50PD	10
1050 PD: Hit and Run	3
Under 1500	4
Assist Other Agency	2
Op After Revocation	1
Operate After Suspen	4
Miscellaneous Public	4
Total	81

Citations	
Dark Windows	0
License	8
Other	0
Parking Violation	26
Registration	14
Seatbelt	5
Tobacco	0
Traffic	44
Warning	176
TOTAL	273

Salvage Vehicle
Inspections: 22

Building Department

As reported by Perry Johnson, Building Official

Agricultural

Building

NONE

\$0.00

\$0.00

Agricultural Building Valuation Total:

\$0.00

Agricultural Building Fee Total:

\$0.00

Agricultural Valuation

Total:

\$0.00

Agricultural Fee Total:

\$0.00

Commercial

Building

04/09/2015

\$850,000.00

150088

\$2,226.00

04/09/2015

\$2,961,200.00

150091

\$5,212.00

Commercial Building Valuation Total:

\$3,811,200.00

Commercial Building Fee Total:

\$7,438.00

Electrical

04/17/2015

150098

\$45.49

04/17/2015

150099

\$65.89

04/17/2015

150105

\$168.27

04/23/2015

150113

\$42.60

04/23/2015

150114

\$60.13

Commercial Electrical Fee Total:

\$382.38

Mechanical

NONE

\$0.00

Commercial Mechanical Fee Total:

\$0.00

Plumbing

NONE

\$0.00

Commercial Plumbing Fee Total:

\$0.00

Right of Way

04/09/2015

150089

\$25.00

04/09/2015

150090

\$25.00

Commercial ROW Fee Total:

\$50.00

Sign

04/02/2015

150085

\$10.00

04/09/2015

150096

\$135.00

Commercial Sign Fee Total:

\$145.00

Commercial Valuation Total:

\$3,811,200.00

Commercial Fee Total:

\$8,015.38

Residential

Building

04/02/2015	\$230,000.00	150084	\$806.00
04/02/2015	\$15,000.00	150086	\$110.00
04/09/2015	\$60,000.00	150092	\$315.00
04/09/2015	\$14,000.00	150095	\$110.00
04/17/2015	\$2,000.00	150102	\$28.25
04/23/2015	\$25,000.00	150112	\$172.00

Residential Building Valuation Total: \$346,000.00 Residential Building Fee Total: \$1,541.25

Electrical

04/09/2015		150087	\$35.88
04/17/2015		150100	\$38.13
04/17/2015		150104	\$61.33
04/17/2015		150108	\$102.00
04/23/2015		150111	\$35.88
04/23/2015		150115	\$50.13
04/23/2015		150117	\$35.88

Residential Electrical Fee Total: \$359.23

Mechanical

NONE \$0.00

Residential Mechanical Fee Total: \$0.00

Plumbing

04/17/2015		150103	\$44.50
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Residential Plumbing Fee Total: \$44.50

Right of Way

04/09/2015		150093	\$25.00
04/09/2015		150094	\$25.00
04/09/2015		150097	\$25.00
04/17/2015		150101	\$25.00
04/17/2015		150106	\$25.00
04/17/2015		150107	\$25.00
04/17/2015		150109	\$25.00
04/23/2015		150110	\$25.00
04/23/2015		150116	\$25.00

Residential Right of Way Fee Total: \$225.00

Sign

NONE \$0.00

Residential Sign Fee Total: \$0.00

Residential Valuation

Total: \$346,000.00 Residential Fee Total: \$2,169.98

Valuation Grand Total: \$4,157,200.00 Fee Grand Total: \$10,185.36

Permits - YTD – through April 2015

Class	Permit Type	Valuation		Fee
<i>Agricultural</i>				
	Building	\$0.00		\$0.00
Agricultural Valuation Total:		\$0.00	Agricultural Fee Total:	\$0.00
<i>Commercial</i>				
	Building			\$11,269.50
	Electrical	\$9,428,730.00		\$1,022.76
	Mechanical			\$215.31
	Plumbing			\$292.00
	Right of Way			\$100.00
	Sign			\$675.00
Commercial Valuation Total:		\$9,428,730.00	Commercial Fee Total:	\$13,574.57
<i>Residential</i>				
	Building			\$4,498.25
	Electrical	\$1,003,494.90		\$1,321.70
	Mechanical			\$201.79
	Plumbing			\$352.50
	Right of Way			\$375.00
	Sign			\$0.00
Residential Valuation Total:		\$1,003,494.90	Residential Fee Total:	\$6,749.24
Valuation Grand Total:		\$10,432,224.90	Fee Grand Total:	\$20,323.81

Public Works

As reported by Randy Krauel, Public Works Director/City Engineer

Routine Activities for the month:

Division: Streets; Tom Weber, Street Superintendent

- Excavated five graves for Cemetery.
- Patched potholes.
- Pushed snow for one snow event.
- Assisted the Water Division with shut-off valve replacement on April 8th.
- Assisted the Water Division with fire hydrant relocation on April 27th.
- Finished trimming trees on all City ROWs.
- Removed snow equipment from trucks.
- Maintained all traffic lights and signs.
- Fixed broken tile on Industrial Park Road.
- Placed 34.25 yards of concrete for ROW permits and street repairs.
- Street sweeping on all streets twice this month.
- Global street sweeper demo.
- Divisional Safety Meeting: “Heart Related Illnesses” on April 30th.

Division: Water; Terry Kluver, Water Superintendent

- Water production:

Monthly Total:	28.779 million gallons
Daily Average:	0.959 million gallons
Daily Maximum:	1.341 million gallons
- Completed 180 Iowa One Call locate requests.
- Meter Department
 - 93 service orders.
 - 24 delinquents.
 - 2 rereads.
 - 3 stuck meters.
 - 1 high water bill.
- Division Safety Meeting: Training on 150-pound chlorine tank repair using an emergency repair kit on April 30, 2015.

Division: Sean Kleespies, Wastewater Superintendent

- Wastewater treatment:

Monthly Total:	45.317 million gallons
Daily Average:	1.511 million gallons
Daily Maximum:	1.193 million gallons
- Performed laboratory analysis.
- Cleaned sanitary sewer collection system pursuant to schedule.

- Cleaned storm sewers.
- Completed DNR Monthly Operating Report.
- Division Safety Meeting: Talked with fire chief on the safety program we will do, “Electrical Safety”.

Special Activities/Accomplishments of particular note:

Division: Streets; Tom Weber, Street Superintendent

- Filled in band shell with 30 tons of fill sand for new concrete floor.
- Cleaned road ditches on West 6th Street.
- Seeded road ditches on West 6th Street.
- Bob Bauer, Kurt Mosman and Jeff Warnke attended Street Maintenance School on April 21st in Fort Dodge.
- Constructed a concrete water outlet on Burgess Avenue to prevent erosion in ditch.

Division: Water; Terry Kluver, Water Superintendent

- Submitted permit-required sample for Nitrate.
- Tested two (2) backflow devices at Water Treatment Plant and four (4) on hydrant meters.
- Chemically treated Well #15.
- Chemically treated Well #14.
- Installed Swing Arm to lower the fire hydrant at Elm Street and East Anthony due to construction of sidewalk approach.

Division: Sean Kleespies, Wastewater Superintendent

- Finished cleaning final clarifier #2 and requested quotes to epoxy the floor.
- Finished monthly maintenance schedule.
- Repaired primary sludge pump #2 with new lobes and o-rings.
- Completed Monthly Operation Report.
- Jet/vac storm sewers.
- Dye tested sanitary sewer service lines at 212 and 216 E. 7th Street to determine line locations.
- Replaced batteries in the PLCs and battery back-ups.
- Cleaned sewers on 3rd Street and N. Carroll Street.
- Maintained WWTP grounds.

Activities planned for next month and other comments:

Division: Streets; Tom Weber, Street Superintendent

- Street repairs and ROW permits.
- Two street sweeper demo units will be reviewed in May.
- Continue sweeping streets as needed and CBD at 5:00 A.M. on Thursdays.
- Maintain all signs and signals.
- Continue working on a loader solution with Titan Machine and Case.
- Larvacide all wet areas to help prevent mosquitoes.

Division: Water; Terry Kluver, Water Superintendent

- Install new eight (8) inch Auma Actuator on Filter #1, Cell #4, Effluent Line.
- Compile analytical results for the 2015 Consumer Confidence Report.
- Prepare documents and specifications for bidding of Water Treatment Chemicals for the 2015-2016 Fiscal Year.
- Prepare documents and specifications for bidding of removal of existing paint containing lead and priming of Fire Hydrants.
- Repair Fire Hydrant at Troy Drive and Corey Drive after vehicle damage.

Division: Sean Kleespies, Wastewater Superintendent

- Laboratory Analysis
- DNR Monthly Operating Report.
- Jet/Vac collection system pursuant to schedule
- Perform preventative maintenance on equipment.
- Maintenance of the WWTP grounds.
- Organize the garage.
- Repair #1 storm pump.
- Demo a new sewer jet/vac truck.

CAPITAL PROJECT STATUS SUMMARY – 05-12-15

PROJECT				ANTICIPATED		CONTRACT DATA						
Name	Action Plan	CIP	Budget	Estimated Cost	Projected Completion	Contractor	Contract Cost	Start Date	Expenditure	% Complete	Completion Date	Notes
Develop a Revised Plan for the Library with a Specific Budget	2012	2013		\$20,000								
Sanitary Sewer System Evaluation Survey		2013	2012	\$450,000	2013							
Water Supply Expansion		2013		\$750,000		Veenstra & Kimm, Inc.	\$4,900.00	06-29-06	\$2,187.00	100%	08-31-06	
Water Well Study				\$900,000		JEO Consulting Group, Inc.	\$19,500.00	04-23-12	\$9,930.00	100%	08-22-12	
Water Test Well Program						JEO Consulting Group, Inc.	\$7,500.00	08-27-12	\$7,590.00	100%	03-27-13	
Well and Transmission Main						Layne	\$20,440.00	01-14-13	\$110,719.00	100%	03-31-13	Plus Add Item
Test Well Program						JEO Consulting Group, Inc.	\$324,000.00	07-28-14	\$204,686.56		11-20-15	
Transmission Main – Group A						Cahoy Pump Service	\$33,820.00 +	11-24-14	\$34,284.55			\$12,440.00 Alternate 1
Water Supply Wells – Group B						Drake Construction, L.C.	\$752,719.00	03-23-14			11-30-15	
Grant Road Watermain Abandonment		2013	2013	\$5,000	2013	Sargent Drilling	\$1,194,699.74	03-23-14			11-30-15	
						JEO Consulting Group, Inc.	\$14,500.00	09-24-12	\$23,365.00		02-25-13	
						Scheck's Plumbing & Heating	\$53,615.00		\$49,743.15		08-01-13	

PROJECT				ANTICIPATED		CONTACT DATA						
Project Name	Action Plan	CIP	Budget	Estimated Cost	Projected Completion	Contractor	Contract Cost	Start Date	Expenditure	% Complete	Completion Date	Notes
R.R. Watermain Crossings		2013	2013	\$35,000	2013	JEO Consulting Group, Inc.	\$23,500.00	09-24-12	\$34,420.00		02-25-13	
						Synergy Contracting, Inc.	\$102,775.20		\$94,206.18			
Street Resurfacing 2013		2013	2013	\$75,000	2013	JEO Consulting Group, Inc.	\$60,800.00 +	09-24-12	\$43,848.36		11-15-13	Plus Hourly Construction Services
						Godbersen-Smith Construction Co.	\$555,808.75		\$563,827.37		95%	
US 30 – Grant Road Intersection	2014					Snyder & Associates, Inc.	\$4,900.00	07-22-13	\$4,900.00		08-15-13	TSIP Application
						Snyder & Associates, Inc.	\$82,900.00	04-14-14	\$36,680.00		Design	
Downtown Streetscape Phase 7		2013	2013	\$60,000	2013	Confluence	\$57,250.00	09-09-13	\$74,696.23		04-14	Design Completion
						Badding Construction Company	\$772,058.03	04-28-14	\$711,395.05		95%	
Street Resurfacing 2014						JEO Consulting Group, Inc.	\$136,750.00 +	09-09-13	\$140,805.00		03-10-14	Plus Hourly Construction Services Design Completion
						Ten Point Construction Co., Inc.	\$1,116,681.53	04-14-14	\$940,360.65		11-15-14	
Van Meter Addition U.S. 71 Watermain						King Construction	\$35,456.50	10-13-14	\$33,683.68	95%	11-14-14	
Street Resurfacing 2015						JEO Consulting Group, Inc.	\$116,300.00 +	11-10-14	\$112,500.00		04-15	Plus Hourly Construction Services Design Completion

PROJECT				ANTICIPATED		CONTACT DATA						
Project Name	Action Plan	CIP	Budget	Estimated Cost	Projected Completion	Contractor	Contract Cost	Start Date	Expenditure	% Complete	Completion Date	Notes
Downtown Streetscape Phase 8						Confluence	\$65,000.00	11-10-14	\$18,342.75		05-15	Design Completion
Trails Plan	2014			\$25,000	06-14	Shive Hattery	\$20,000.00	10-12	\$12,000.00	85%	07-01-14	Plan Adopted
Recreation Center	2014											

Parks and Recreation

As reported by Jack Wardell, Parks and Recreation Director

Routine Activities for the month:

Parks: Scott Parcher, Parks Superintendent

- Mark out soccer fields
- Turn on all water
- Open all restrooms and shelters
- All park areas open
- Mow all park areas
- Ball fields ready for play
- Trim roses downtown
- Seed bare areas
- Apply pre-emergent
- Power wash all restrooms and shelters
- Spot spray broadleaf weeds
- Lay sod in some bare areas
- Dump all trash barrels
- Clean all restrooms everyday
- Pick up excess grass clippings
- Fix stools and sinks
- Plant some nursery stock
- Order flowers
- Trim trees and shrubs

Golf: Dan Smith, Golf Superintendent

- Mowed greens 11 times
- Brushed greens two times
- Mowed tees nine times
- Mowed fairways nine times
- Mowed collars seven times
- Mowed roughs two times
- Changed cups seven times
- Put out all the ball washers
- Opened both bathrooms for the season
- Sprayed greens with fertilizer and iron
- Sprayed round up around shrub groups

Cemetery: John Snyder, Cemetery Sexton

- Tended to eight funerals which one was a cremation burial and two were on Saturdays
- Removed one Ash tree in block 8
- Picked up sticks and garbage daily
- Mowed cemetery three times
- Applied pre-emergent on entire cemetery and surrounding areas
- Met with Jack and JEO on building location and requirements
- Went over mower specs with Jack for mower bids
- Took care of all office paperwork, timesheets, etc.
- Sold graves wherever needed
- Tamped, backfilled and seeded settled graves
- Trimmed around monuments in blocks 3,8,11,5,6,4 Mount Olivet fields
- Raised ceiling on two evergreens in Block 11
- Picked up all litter on outside of wall
- Serviced all mowers one time and sharpened or replaced blades on three mowers
- Tilled two low areas filled with black dirt and seeded
- Trimmed all shrubs
- Located new monument locations for monument companies

Leisure Services: Mike Mertes, Recreation Program Specialist

- Monitor Production Slideshow update
- Updating website & social media with help of Pam Wess

Building Maintenance: Andy Snyder, Building Maintenance Specialist

- Changed light bulbs on city property
- Back washed filters for pools and spa at Rec Center
- General housekeeping
- Time sheets for staff
- Ordered supplies
- Vacuum Pool
- Night cleaning crew at Rec Center
- Power scrub gym and pool at Rec Center
- Bills

Special Activities/Accomplishments of particular note:

Parks: Scott Parcher, Parks Superintendent

- Put up batting cages (5)

Golf: Dan Smith, Golf Superintendent

- Put fountain in the pond on hole #7
- Filled and tested irrigation system
- Tested and turned on the well

Cemetery: John Snyder, Cemetery Sexton

- Helped layout new mausoleum going in block 6

Leisure Services: Mike Mertes, Recreation Program Specialist

- Spring Soccer Games
- Baseball / Softball Program planning
- T-ball Program planning

Building Maintenance: Andy Snyder, Building Maintenance Specialist

- Fixed bathrooms at city buildings
- Worked on vacuums at City Hall and Rec Center
- Fixed exercise equipment
- Sinks and drains at Rec Center and City Hall
- Downtown lights
- Working on specs, bids, quotes
- Worked on locker locks at Rec Center
- Budget items
- Aquatic center relocking
- Heating and boiler checks throughout city
- Pool and weight room ideas at Rec Center
- Theater curtains and lights
- Updates in Activities room
- Mixing valves at the Rec Center
- A/C start ups
- Graham shelter house lighting and outlets
- Golf course opening
- City Hall HVAC controls upgrade and boiler control
- Rec bathroom partitions
- Aquatic Center opening
- Band shell concrete and power
- Graham Park basketball power
- Dance recitals

Activities planned for next month and other comments:

Parks: Scott Parcher, Parks Superintendent

- Maintain all park areas
- Plant flowers
- Replace shrubs and perennials downtown
- Trim trees

Golf: Dan Smith, Golf Superintendent

- Spread fertilizer with crabgrass control on tees, aprons and fairways
- Spray wetting agent on greens
- Spray growth regulator on tees

Cemetery: John Snyder, Cemetery Sexton

- Continue spring and summer schedule
- Remove one Ash tree in block 2
- Prepare for Memorial Day
- Clean up podium in Vets circle

Leisure Services: Mike Mertes, Recreation Program Specialist

- Spring Soccer games
- Baseball / Softball starts
- T-ball starts
- Summer / Fall Program planning

Building Maintenance: Andy Snyder, Building Maintenance Specialist

- Outdoor pool

Safety Topic:

- Property safety attire: when and where
- Ladders



As reported by Brandie Ledford, Library Director

Routine activities for the month/statistics:

iPad Club	8	Total Print Circulation:	9264
Crafty Library Ladies	84	WILBOR Circulation:	487
Poetry Group	13	Public Computer Use:	966
Rookie Story Time	288	Wi-Fi Use:	209
Children's Program Outreach	391	EbscoHost Sessions:	704
Brown Bag Book Club	5	Tumblebooks Downloads:	44
Tuesday Night Book Club	6	Global Road Warrior Page Views:	71
WWII Movies	22	Learning Express Downloads:	50
WWII Model Plane Display	42	Freegal Music Downloads:	225
Nancy Trask – Monuments Men Talk	15	Freegal Movie Downloads:	0
NLW Proclamation Signing	12	ABC Mouse Sessions:	42
NLW Friends Open House	16	Daily Times Herald Online Searches:	2132
Hyperstream Club iPad Event	23	Zinio Digital Magazine downloads:	17
NLW Tim Read Storytime	78	GVRL eBook downloads:	20
NLW Tim Milligan Program	16		
NLW Chamber Coffee	57		

Special activities/accomplishments of particular note:

- 1) **Children's Programs:** Rookie story time and outreach story time programming continues to reach children in the Carroll area. Diane continued outreach book visits and storytime to area daycares and Head Start. Preschool field trips started in April as well as the summer reading commercials to local classrooms to get more kids signed up for the reading program to prevent loss of reading skills during the summer months.

- 2) **Adult Programs:** Program attendance was high this month with National Library Week event attendance totals at 281 participants for all programs. Events held during National Library Week included the Friends Annual Open House, Carroll High Hyperstream Club iPad Tips & Tricks program, Tim Read Story Time, The Not So Quiet Librarian program with actor Tim Milligan, and Chamber Coffee. Promotion of National Library Week included recorded PSA's at Carroll Broadcasting, Daily Times Herald ads and articles, the Mayor's proclamation at the library, and social media and website posts. The WWII movie and lecture series was well received with many visitors showing up for the movie showings, the Monuments Men talk by Winterset librarian Nancy Trask, and model plane exhibit provided by Clair Snyder.
- 3) **Advocacy:** The library director presented to the Carroll Rotary Club on April 6th about National Library Week and why communities should continue to fund libraries in the digital age, attended the Carroll County Library Association meeting in Coon Rapids on April 21st to coordinate summer reading plans, and presented to the Carroll YP's at their summer fun program at the Santa Maria Winery on April 23rd about summer reading. Library trustees and the director continued participation on the BCDM Steering Committee with meetings held on April 9th and 30th.
- 4) **Training:** Staff attended the online ILOC Conference presented by Iowa Library Services on April 1st. Director graduated from the Carroll County Leadership Institute on April 15th. Trustees attended continuing education at a special event at the Ames Public Library on April 20th entitled "The Prospects for the Book in the 21st Century" about how print is not in danger of being replaced by digital content.
- 5) **City Contracts:** Contracts for library service based on the 2014 property tax valuations were sent out to the six cities in Carroll County without libraries to renew services for residents in Arcadia, Breda, Dedham, Halbur, Lidderdale, Templeton, and Willey.

Activities planned for next month/other comments:

View upcoming events on the library's Google calendar at www.carroll-library.org by clicking on the Calendar of Events link on the home page.