

City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

GOVERNMENTAL BODY: Carroll City Council

DATE OF MEETING: January 8, 2018

TIME OF MEETING: 5:15 P.M.

LOCATION OF MEETING: City Hall Council Chambers

www.cityofcarroll.com

AGENDA

- I. Pledge of Allegiance
- II. Roll Call
- III. Consent Agenda
 - A. Approval of Minutes of the December 14 and 18, 2017 Meetings
 - B. Approval of Bills and Claims
 - C. Licenses and Permits:
None
- IV. Oral Requests and Communications from the Audience
- V. Ordinances
None
- VI. Resolutions
 - A. Library/City Hall Project
 1. Consider a resolution to approve Amendment #1 to the Professional Services Agreement with OPN Architects to complete a programming review for the City of Carroll Library located at 112 E 5th St, Carroll, IA 51401
 2. Consider a resolution to approve Amendment #1 to the Professional Services Agreement with OPN Architects to complete a programming review for the City of Carroll City Hall located at 627 N Adams St, Carroll, IA 51401
 - B. U.S. 30 – Grant Road Intersection Improvements
 1. Public Hearing on Plans, Specifications, Form of Contract and Estimate of Cost
 2. Resolution Adopting Plans, Specifications, Form of Contract and Estimate of Cost
 - C. U.S. 30 – Grant Road Intersection Improvements – Purchase of Property
 1. Offer to Purchase Real Estate – Parcel #1 Casey’s Marketing Company
 2. Offer to Purchase Real Estate – Parcel #2 City of Carroll
 3. Offer to Purchase Real Estate and Tenant Consent – Parcel #3 Donald Isaak and Ruth Isaak, Todd & Nancy Jansonius
 4. Offer to Purchase Real Estate – Parcel #4 Seabass Realty, LLC

- 5. Offer to Purchase Real Estate and Tenant Consent – Parcel #6 LBC of Carroll, LLC, Salvage Sisters, LLC, Randy Brockman
- 6. Offer to Purchase Real Estate and Tenant Consent – Parcel #7 Silverado, Inc., Mark Tigges
- 7. Offer to Purchase Real Estate – Parcel #8 Carroll County Redemption, LLC
- 8. Offer to Purchase Real Estate – Parcel #9 City of Carroll
- D. Cable Franchise Fee
- E. 2018 City Council Meeting Schedule
- VII. Reports
 - A. 2017 Annual Planning Session Report
 - B. Rules of Procedures for the City Council
- VIII. Committee Reports
- IX. Comments from the Mayor
 - A. 2018-2019 Mayor Pro-Tem – Jerry Fleshner
- X. Comments from the City Council
- XI. Adjourn

January/February Meetings:

- Airport Commission – January 8, 2018
- Planning and Zoning Commission – January 10, 2018
- Parks, Recreation and Cultural Advisory Board – January 15, 2018
- Library Board of Trustees – January 15, 2018
- City Council – January 22, 2018
- City Council 1st Budget Work Session – Monday, January 29, 2018
- City Council 2nd Budget Work Session – Thursday, February 1, 2018
- City Council 3rd Budget Work Session – Monday, February 5, 2018
- Board of Adjustment – February 5, 2018
- City Council 4th Budget Work Session (as needed) – Thursday, February 8, 2018
- Chamber Annual Banquet – Monday, February 12, 2018
- City Council – Tuesday, February 13, 2018
- Airport Commission – February 12, 2018
- Planning and Zoning Commission – February 14, 2018
- Library Board of Trustees – February 19, 2018
- City Council – February 26, 2018

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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
DECEMBER 14, 2017

The Carroll City Council met in special session on this date at 5:00 p.m. at Region XII Council of Government offices. Council Members present: Misty Boes, LaVern Dirx, Jerry Fleshner, Clay Haley, Mike Kots, and Carolyn Siemann. Absent: None. Mayor Eric Jensen presided and City Attorney Dave Bruner was in attendance.

The City Council held their annual goal setting session with Jeff Schott, Program Director for the Institute of Public Affairs, serving as facilitator. No Council action taken.

Council adjourned at 8:10 p.m.

Eric P. Jensen, Mayor

ATTEST:

Laura A. Schaefer, City Clerk

COUNCIL MEETING

DECEMBER 18, 2017

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

The Carroll City Council met in regular session on this date at 5:15 p.m. at the Council Chamber of the Farner Government Building. Members present: Misty Boes, LaVern Dirks, Jerry Fleshner, Clay Haley, Mike Kots, and Carolyn Siemann. Absent: None. Mayor Eric Jensen presided and City Attorney Dave Bruner was in attendance.

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

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Newly Elected Officials First Ward Council Member Mike Kots, Third Ward Council Member Clay Haley, At Large Council Member Jerry Fleshner, and Mayor Eric Jensen were sworn in by Magistrate Judge Eric Neu. No Council action taken.

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It was moved Haley, seconded by Kots, to approve the minutes of the December 11, 2017 council meeting as written. On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Haley, seconded by Kots, to approve the bills and claims in the amount of \$236,437.09. On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Haley, seconded by Kots, to appoint Patrick Macke to the Planning and Zoning Commission for a five-year term expiring December 31, 2022. On roll call, all present voted aye. Absent: None. Motion carried.

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There were no oral requests or communications from the audience.

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Mayor Jensen proclaimed January as National Blood Donor Month. Kimberly Boggus, LifeServe Blood Center representative, addressed Council on this issue. No Council action taken.

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Council reviewed the following items relating to the Library/City Hall Project:

- Answers to questions related to project cost and architectural services based on the November 27, 2017 City Council meeting.
- An update from the Carroll Public Library Foundation

- An updated current preliminary cost model for the project.

Doug Burns, Carroll Public Library Foundation Vice-President, and Danielle Hermann, OPN Architects Associate Principal, addressed Council on this issue. No Council action taken.

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It was moved by Haley, seconded by Kots, to approve Resolution No. 1783, B101-2007 Standard Form of Agreement Between Owner and Architect with OPN Architects for Construction at the City of Carroll Library Located at 112 E. 5th Street, Carroll, IA 51401. On roll call, all present voted aye except Siemann voted nay. Absent: None. Motion carried.

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It was moved by Haley, seconded by Kots, to approve Resolution No. 1784, B101-2007 Standard Form of Agreement Between Owner and Architect with OPN Architects for Construction at the City of Carroll City Hall Located at 627 N. Adams Street, Carroll, IA 51401. On roll call, all present voted aye except Siemann voted nay. Absent: None. Motion carried.

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It was moved by Kots, seconded by Haley, to approve Resolution No. 1785, Lease Agreement with R&R Rental, Inc. for space at 515 N. Carroll Street in Carroll (City Hall). On roll call, all present voted aye except Siemann voted nay. Absent: None. Motion carried.

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It was moved by Kots, seconded by Haley, to approve Resolution No. 1786, Lease Agreement with Badding Construction Company for space at 425 Highway 30 W, Suite 340 in Carroll (Library). On roll call, all present voted aye except Siemann voted nay. Absent: None. Motion carried.

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It was moved by Haley, seconded by Boes, to approve the form for Request for Proposals for Municipal Labor Attorney Services and appoint Council Member LaVern Dirx, Council Member Misty Boes, City Manager Mike Pogge-Weaver, Police Chief Brad Burke and City Clerk/Finance Director Laura Schaefer to a committee charged with reviewing submitted proposals and recommend firm(s) to Council to be interviewed at the January 22, 2018 Council meeting. On roll call, all present voted absent. Absent: None. Motion carried.

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It was moved by Fleshner, seconded by Haley, to adjourn at 5:53 p.m. On roll call, all present voted aye. Absent: None. Motion carried.

Eric P. Jensen, Mayor

ATTEST:

Laura A. Schaefer, City Clerk

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018
PARTIALLY ITEMS DATES:	12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018
UNPAID ITEMS DATES :		12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-001704	ACCO	FILTER PIPING	125.40-	0.00	000000	0/00/00	125.40-
01-001704	ACCO	POOL/SPA CHEMICALS	732.20	0.00	000000	0/00/00	732.20
		** TOTALS **	606.80	0.00			606.80
01-001621	ACE HARDWARE	SUPPLIES	54.97	0.00	000000	0/00/00	54.97
01-001621	ACE HARDWARE	REPAIR PARTS	4.99	0.00	000000	0/00/00	4.99
01-001621	ACE HARDWARE	CABLE FOR TVS	16.99	0.00	000000	0/00/00	16.99
01-001621	ACE HARDWARE	KEYS	10.43	0.00	000000	0/00/00	10.43
01-001621	ACE HARDWARE	SPRAYERS	6.72	0.00	000000	0/00/00	6.72
01-001621	ACE HARDWARE	CHAIR RACK PARTS	59.59	0.00	000000	0/00/00	59.59
01-001621	ACE HARDWARE	SUPPLIES	11.98	0.00	000000	0/00/00	11.98
01-001621	ACE HARDWARE	REPAIR PARTS	8.99	0.00	000000	0/00/00	8.99
01-001621	ACE HARDWARE	SUPPLIES	11.99	0.00	000000	0/00/00	11.99
		** TOTALS **	186.65	0.00			186.65
01-001698	ADVANCED LASER TECHNOLOGI	INK CARTRIDGE	25.00	0.00	000000	0/00/00	25.00
		** TOTALS **	25.00	0.00			25.00
01-001910	AHLERS & COONEY P.C.	LIBRARY/CITY HALL REFERENDUM	3,949.95	0.00	000000	0/00/00	3,949.95
		** TOTALS **	3,949.95	0.00			3,949.95
01-001930	ALLENDER BUTZKE ENGINEERS	MONITOR WELL INSTALLATION	7,500.00	0.00	000000	0/00/00	7,500.00
		** TOTALS **	7,500.00	0.00			7,500.00
01-002080	AMAZON/GE MONEY BANK	BOOKS	427.39	427.39-	110123	12/21/17	0.00
		** TOTALS **	427.39	427.39-			0.00
01-002497	ANN WALLACE	BASEBALL REFUND	40.00	0.00	000000	0/00/00	40.00
		** TOTALS **	40.00	0.00			40.00
01-001685	AQUATIC TECHNOLOGY INC.	E-Z READ THERMOMETER	66.78	0.00	000000	0/00/00	66.78
		** TOTALS **	66.78	0.00			66.78
01-002370	ARNOLD MOTOR SUPPLY	HOSE CLAMPS	26.16	0.00	000000	0/00/00	26.16
01-002370	ARNOLD MOTOR SUPPLY	WIPERS - #29	35.96	0.00	000000	0/00/00	35.96
01-002370	ARNOLD MOTOR SUPPLY	BATTERY #20	142.99	0.00	000000	0/00/00	142.99
01-002370	ARNOLD MOTOR SUPPLY	WRENCH	9.69	0.00	000000	0/00/00	9.69
01-002370	ARNOLD MOTOR SUPPLY	SOCKET CBD LIGHT BASES	5.49	0.00	000000	0/00/00	5.49
01-002370	ARNOLD MOTOR SUPPLY	WIPERS #20	17.98	0.00	000000	0/00/00	17.98
		** TOTALS **	238.27	0.00			238.27
01-002818	BAKER AND TAYLOR INC.	BOOKS	537.50	537.50-	110125	12/21/17	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	411.13	411.13-	110125	12/21/17	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	555.23	555.23-	110125	12/21/17	0.00

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UNPAID ITEMS DATES :		12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-002818	BAKER AND TAYLOR INC.	BOOKS	292.69	292.69-	110125	12/21/17	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	7.50	7.50-	110125	12/21/17	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	8.75	8.75-	110125	12/21/17	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	9.00	9.00-	110125	12/21/17	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	11.00	11.00-	110125	12/21/17	0.00
		** TOTALS **	1,832.80	1,832.80-			0.00
01-035728	BOB LAMBERTZ	SENIOR DAY SUPPLIES	8.47	8.47-	110149	1/04/18	0.00
		** TOTALS **	8.47	8.47-			0.00
01-003515	BOMGAARS	REPAIR PARTS	21.11	0.00	000000	0/00/00	21.11
01-003515	BOMGAARS	SALT SHED REPAIRS	132.22	0.00	000000	0/00/00	132.22
01-003515	BOMGAARS	SUPPLIES	24.31	0.00	000000	0/00/00	24.31
01-003515	BOMGAARS	TEST PLUG	17.97	0.00	000000	0/00/00	17.97
01-003515	BOMGAARS	CHAIR LIFT RACK REPAIRS	19.98	0.00	000000	0/00/00	19.98
01-003515	BOMGAARS	ICE MELT	182.90	0.00	000000	0/00/00	182.90
01-003515	BOMGAARS	REPAIR PARTS	25.90	0.00	000000	0/00/00	25.90
01-003515	BOMGAARS	SUPPLIES	6.58	0.00	000000	0/00/00	6.58
01-003515	BOMGAARS	VALVES SALT TANK	83.54	0.00	000000	0/00/00	83.54
01-003515	BOMGAARS	BRINE SPRAYER PARTS #23	5.19	0.00	000000	0/00/00	5.19
01-003515	BOMGAARS	DIESEL FUEL SUPPLEMENT	29.97	0.00	000000	0/00/00	29.97
		** TOTALS **	549.67	0.00			549.67
01-003176	BRENDA KLEIN	SOCCER REFUND	40.00	0.00	000000	0/00/00	40.00
		** TOTALS **	40.00	0.00			40.00
01-003140	CANINE TACTICAL	K-9 TRAINING CLASS	200.00	0.00	000000	0/00/00	200.00
		** TOTALS **	200.00	0.00			200.00
01-004138	CAPITAL SANITARY SUPPLY	AUTO SCRUBBER BRUSHES	308.30	0.00	000000	0/00/00	308.30
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	44.87	0.00	000000	0/00/00	44.87
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	279.60	0.00	000000	0/00/00	279.60
		** TOTALS **	632.77	0.00			632.77
01-000546	CAREY PROMES	STEEL TOED BOOTS	150.00	150.00-	110144	1/04/18	0.00
		** TOTALS **	150.00	150.00-			0.00
01-004115	CARPENTER UNIFORM CO.	POLO SHIRT RETURNED	39.99-	0.00	000000	0/00/00	39.99-
01-004115	CARPENTER UNIFORM CO.	POLO SHIRT	39.99	0.00	000000	0/00/00	39.99
01-004115	CARPENTER UNIFORM CO.	UNIFORMS - NICHOLS	782.27	0.00	000000	0/00/00	782.27
		** TOTALS **	782.27	0.00			782.27
01-003045	CARPET ONE FLOOR & HOME	BASE GLUE	8.98	0.00	000000	0/00/00	8.98
		** TOTALS **	8.98	0.00			8.98

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UNPAID ITEMS DATES	:	12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-000747	CARROLL AUTO SUPPLY	HOSE #28	11.11	0.00	000000	0/00/00	11.11
		** TOTALS **	11.11	0.00			11.11
01-004146	CARROLL CONTROL SYSTEMS	AHU & HUMIDIFIER REPAIRS	1,382.25	0.00	000000	0/00/00	1,382.25
		** TOTALS **	1,382.25	0.00			1,382.25
01-004155	CARROLL COUNTY	GASOLINE	5,985.68	0.00	000000	0/00/00	5,985.68
		** TOTALS **	5,985.68	0.00			5,985.68
01-024005	CARROLL EYE CARE ASSOC.	SAFETY GLASSES - ADAMS	106.75	0.00	000000	0/00/00	106.75
		** TOTALS **	106.75	0.00			106.75
01-004193	CARROLL FIRE DEPARTMENT	NOV. FIRE CALLS AND DRILLS	2,800.00	0.00	000000	0/00/00	2,800.00
		** TOTALS **	2,800.00	0.00			2,800.00
01-004196	CARROLL HYDRAULICS	REPAIR PARTS	53.22	0.00	000000	0/00/00	53.22
01-004196	CARROLL HYDRAULICS	#34 - HOSES	63.39	0.00	000000	0/00/00	63.39
01-004196	CARROLL HYDRAULICS	HOSE GUARD	48.00	0.00	000000	0/00/00	48.00
01-004196	CARROLL HYDRAULICS	#33 HYDRAULIC HOSE	130.66	0.00	000000	0/00/00	130.66
		** TOTALS **	295.27	0.00			295.27
01-004200	CARROLL LUMBER	SUPPLIES	24.97	0.00	000000	0/00/00	24.97
01-004200	CARROLL LUMBER	SUPPLIES	21.57	0.00	000000	0/00/00	21.57
		** TOTALS **	46.54	0.00			46.54
01-004325	CENTRAL IOWA DISTRIBUTING	OPERATING SUPPLIES	174.60	0.00	000000	0/00/00	174.60
		** TOTALS **	174.60	0.00			174.60
01-002867	CINTAS FIRST AID & SAFETY	FIRST AID SUPPLIES	94.51	0.00	000000	0/00/00	94.51
		** TOTALS **	94.51	0.00			94.51
01-004835	COMMERCIAL SAVINGS BANK	STOP PAYMENT CHARGE	12.00	12.00-	000000	12/18/17	0.00
01-004835	COMMERCIAL SAVINGS BANK	DEC. WATER ACH PROCESSING FEES	114.54	114.54-	000000	12/18/17	0.00
01-004835	COMMERCIAL SAVINGS BANK	ACH PROCESSING FEES	228.24	228.24-	000000	12/20/17	0.00
01-004835	COMMERCIAL SAVINGS BANK	FEDERAL WITHHOLDINGS	14,137.22	14,137.22-	000076	12/21/17	0.00
01-004835	COMMERCIAL SAVINGS BANK	FEDERAL WITHHOLDINGS	15,820.49	15,820.49-	000089	1/04/18	0.00
01-004835	COMMERCIAL SAVINGS BANK	FICA WITHHOLDING	13,166.00	13,166.00-	000076	12/21/17	0.00
01-004835	COMMERCIAL SAVINGS BANK	FICA WITHHOLDING	13,791.04	13,791.04-	000089	1/04/18	0.00
01-004835	COMMERCIAL SAVINGS BANK	MEDICARE WITHHOLDING	4,064.48	4,064.48-	000076	12/21/17	0.00
01-004835	COMMERCIAL SAVINGS BANK	MEDICARE WITHHOLDING	4,287.76	4,287.76-	000089	1/04/18	0.00
		** TOTALS **	65,621.77	65,621.77-			0.00
01-001588	COMPANION CORPORATION	ILS SYSTEM RENEWAL	600.00	600.00-	110121	12/21/17	0.00

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PAID ITEMS DATES	: 12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018
PARTIALLY ITEMS DATES:	12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018
UNPAID ITEMS DATES	:	12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-001588	COMPANION CORPORATION	ILS SYSTEM RENEWAL	799.00	799.00-	110121	12/21/17	0.00
		** TOTALS **	1,399.00	1,399.00-			0.00
01-000911	COMPUTER CONCEPTS OF IOWA	IT MAINTENANCE	240.00	240.00-	110120	12/21/17	0.00
		** TOTALS **	240.00	240.00-			0.00
01-001539	CONFLUENCE	STREETSCAPE PHASE 8	3,665.00	0.00	000000	0/00/00	3,665.00
01-001539	CONFLUENCE	STREETSCAPE PHASE 9	15,677.50	0.00	000000	0/00/00	15,677.50
		** TOTALS **	19,342.50	0.00			19,342.50
01-004865	COON RAPIDS ENTERPRISE	NEWSPAPER RENEWAL	30.00	30.00-	110127	12/21/17	0.00
		** TOTALS **	30.00	30.00-			0.00
01-003145	CORE AND MAIN LP	LOCATOR	935.00	0.00	000000	0/00/00	935.00
		** TOTALS **	935.00	0.00			935.00
01-001595	COUNSEL OFFICE & DOCUMENT	COPIER MAINTENANCE	164.96	164.96-	110122	12/21/17	0.00
01-001595	COUNSEL OFFICE & DOCUMENT	OPERATING SUPPLIES	7.26	7.26-	110122	12/21/17	0.00
01-001595	COUNSEL OFFICE & DOCUMENT	COPIER CONTRACT	34.00	0.00	000000	0/00/00	34.00
01-001595	COUNSEL OFFICE & DOCUMENT	COPIER MAINTENANCE	206.22	206.22-	110122	12/21/17	0.00
		** TOTALS **	412.44	378.44-			34.00
01-005410	DAILY TIMES HERALD	PUBLICITY SUPPLIES	520.00	520.00-	110128	12/21/17	0.00
01-005410	DAILY TIMES HERALD	NEWSPAPER SUBSCRIPTION	138.00	0.00	000000	0/00/00	138.00
		** TOTALS **	658.00	520.00-			138.00
01-000854	DEARBORN NATIONAL	JAN. LIFE INSURANCE PREMIUMS	328.68	328.68-	110134	12/28/17	0.00
		** TOTALS **	328.68	328.68-			0.00
01-001075	E & F CUSTOM PUMPING INC.	SLUDGE HAULING	39,261.60	0.00	000000	0/00/00	39,261.60
		** TOTALS **	39,261.60	0.00			39,261.60
01-012590	ECHO ELECTRIC SUPPLY	REPAIR PARTS	25.86	25.86-	110146	1/04/18	0.00
		** TOTALS **	25.86	25.86-			0.00
01-000127	ELECTRONIC ENGINEERING	SEAT COVERS	156.00	0.00	000000	0/00/00	156.00
		** TOTALS **	156.00	0.00			156.00
01-002644	ETS CORPORATION	DEC ONLINE CC PROCESSING FEES	216.54	216.54-	000000	1/04/18	0.00
01-002644	ETS CORPORATION	DEC. IN OFFICE PROCESSING FEES	94.12	94.12-	000000	1/04/18	0.00
		** TOTALS **	310.66	310.66-			0.00
01-007860	EXECUTIVE TECHNOLOGIES	COPIER CONTRACT	105.36	0.00	000000	0/00/00	105.36
		** TOTALS **	105.36	0.00			105.36

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PAID ITEMS DATES :	12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018
PARTIALLY ITEMS DATES:	12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018
UNPAID ITEMS DATES :		12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-008032	FARM & HOME PUBLISHERS	BOOK	53.80	53.80-	110129	12/21/17	0.00
		** TOTALS **	53.80	53.80-			0.00
01-008050	FASTENAL COMPANY	REPAIR PARTS	1.65	0.00	000000	0/00/00	1.65
01-008050	FASTENAL COMPANY	SUPPLIES	533.63	0.00	000000	0/00/00	533.63
01-008050	FASTENAL COMPANY	SUPPLIES	21.44	0.00	000000	0/00/00	21.44
		** TOTALS **	556.72	0.00			556.72
01-001291	FEH DESIGN	REC CENTER ADA UPGRADES	1,022.50	0.00	000000	0/00/00	1,022.50
		** TOTALS **	1,022.50	0.00			1,022.50
01-006860	FELD FIRE EQUIPMENT CO.	AIR PACK REPAIRS	8.37	0.00	000000	0/00/00	8.37
		** TOTALS **	8.37	0.00			8.37
01-000013	FIRE/POLICE RETIREMENT SY	MFPRSI CONTRIBUTIONS	12,061.85	12,061.85-	000077	12/21/17	0.00
		** TOTALS **	12,061.85	12,061.85-			0.00
01-002954	FIRST WIRELESS INC.	RADIO REPAIRS	210.14	0.00	000000	0/00/00	210.14
		** TOTALS **	210.14	0.00			210.14
01-002806	FOUNDATION ANALYTICAL LAB	LAB TESTING	605.00	0.00	000000	0/00/00	605.00
		** TOTALS **	605.00	0.00			605.00
01-002649	GALE/CENGAGE LEARNING	DATABASE RENEWAL	300.00	300.00-	110124	12/21/17	0.00
		** TOTALS **	300.00	300.00-			0.00
01-009540	GENERAL TRAFFIC CONTROLS	SIGNAL SUPPLIES	697.20	0.00	000000	0/00/00	697.20
		** TOTALS **	697.20	0.00			697.20
01-001082	GOPHER PERFORMANCE	FITNESS ROOM MATS	525.92	0.00	000000	0/00/00	525.92
		** TOTALS **	525.92	0.00			525.92
01-010960	H & H SALES	GOLF CARTS SERVICED	1,310.00	0.00	000000	0/00/00	1,310.00
		** TOTALS **	1,310.00	0.00			1,310.00
01-010605	HACH CHEMICAL COMPANY	LAB SUPPLIES	69.28	0.00	000000	0/00/00	69.28
01-010605	HACH CHEMICAL COMPANY	LAB SUPPLIES	128.00	0.00	000000	0/00/00	128.00
		** TOTALS **	197.28	0.00			197.28
01-010615	HALEY IMPLEMENT CO.	FORD TRACTOR	69.60	0.00	000000	0/00/00	69.60
		** TOTALS **	69.60	0.00			69.60
01-011831	HY-VEE INC.	KIDS NIGHT OUT SUPPLIES	45.98	45.98-	110108	12/20/17	0.00

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES	: 12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018
PARTIALLY ITEMS DATES:	12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018
UNPAID ITEMS DATES	:	12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-011831	HY-VEE INC.	BIRTHDAY PARTY SUPPLIES	43.23	43.23-	110108	12/20/17	0.00
01-011831	HY-VEE INC.	SUPPLIES	47.61	47.61-	110130	12/21/17	0.00
		** TOTALS **	136.82	136.82-			0.00
01-012540	IMWCA	WORKER COMP #7	5,908.00	0.00	000000	0/00/00	5,908.00
		** TOTALS **	5,908.00	0.00			5,908.00
01-012552	INDUSTRIAL BEARING SUPP.	V-BELT	12.05	0.00	000000	0/00/00	12.05
		** TOTALS **	12.05	0.00			12.05
01-012561	INSTITUTE OF PUBLIC AFFAI	COUNCIL PLANNING SESSION	3,972.21	0.00	000000	0/00/00	3,972.21
01-012561	INSTITUTE OF PUBLIC AFFAI	MLA HANDBOOKS	130.00	0.00	000000	0/00/00	130.00
		** TOTALS **	4,102.21	0.00			4,102.21
01-012587	INTERSTATE BATTERY SYSTEM	BATTERIES	299.40	0.00	000000	0/00/00	299.40
		** TOTALS **	299.40	0.00			299.40
01-012655	IOWA GOOD ROADS ASSN.	IGRA 2018 DUES	95.00	0.00	000000	0/00/00	95.00
		** TOTALS **	95.00	0.00			95.00
01-012666	IOWA ONE CALL	NOVEMBER 2017 LOCATES	118.40	0.00	000000	0/00/00	118.40
		** TOTALS **	118.40	0.00			118.40
01-012670	IOWA PARK & RECREATION	MEMBERSHIP DUES WARDELL	165.00	0.00	000000	0/00/00	165.00
01-012670	IOWA PARK & RECREATION	MEMBERSHIP DUES KIGER	165.00	0.00	000000	0/00/00	165.00
		** TOTALS **	330.00	0.00			330.00
01-012672	IOWA POETRY ASSOCIATION	BOOK	9.00	9.00-	110131	12/21/17	0.00
		** TOTALS **	9.00	9.00-			0.00
01-012678	IOWA PRISON INDUSTRIES	AIR FILTERS	958.16	0.00	000000	0/00/00	958.16
01-012678	IOWA PRISON INDUSTRIES	SIGNS	216.70	0.00	000000	0/00/00	216.70
		** TOTALS **	1,174.86	0.00			1,174.86
01-012685	IOWA SMALL ENGINE CENTER	PARTS RETURNED	35.84-	0.00	000000	0/00/00	35.84-
01-012685	IOWA SMALL ENGINE CENTER	REPAIR PARTS	40.05	0.00	000000	0/00/00	40.05
		** TOTALS **	4.21	0.00			4.21
01-012706	IPERS	IPERS CONTRIBUTIONS	15,993.38	15,993.38-	000078	12/21/17	0.00
01-012706	IPERS	IPERS CONTRIBUTIONS	96.45	96.45-	000078	12/21/17	0.00
		** TOTALS **	16,089.83	16,089.83-			0.00
01-002453	JASON MATTHEW LAMBERTZ	PRODUCTION COSTS	1,050.00	0.00	000000	0/00/00	1,050.00
		** TOTALS **	1,050.00	0.00			1,050.00

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PARTIALLY ITEMS DATES:	12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018
UNPAID ITEMS DATES :		12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-003177	JODI IRLBECK	3RD-4TH VOLLEYBALL REFUND	30.00	0.00	000000	0/00/00	30.00
		** TOTALS **	30.00	0.00			30.00
01-025020	JOHN DEERE FINANCIAL	CONNECTIORS #27	24.99	24.99-	110115	12/20/17	0.00
01-025020	JOHN DEERE FINANCIAL	SUPPLIES	121.08	121.08-	110115	12/20/17	0.00
01-025020	JOHN DEERE FINANCIAL	REPAIR PARTS	15.88	15.88-	110115	12/20/17	0.00
01-025020	JOHN DEERE FINANCIAL	SUPPLIES	7.98	7.98-	110115	12/20/17	0.00
01-025020	JOHN DEERE FINANCIAL	SUPPLIES	25.32	25.32-	110115	12/20/17	0.00
01-025020	JOHN DEERE FINANCIAL	SUPPLIES	65.02	65.02-	110115	12/20/17	0.00
		** TOTALS **	260.27	260.27-			0.00
01-000994	KABEL BUSINESS SERVICES	- FLEX SPENDING PLAN ANNUAL FEE	100.00	100.00-	000000	1/04/18	0.00
01-000994	KABEL BUSINESS SERVICES	- HRA PLAN ANNUAL FEE	400.00	400.00-	000000	1/04/18	0.00
01-000994	KABEL BUSINESS SERVICES	- DEC. HRA PARTICIPANT FEES	172.25	172.25-	000000	1/04/18	0.00
		** TOTALS **	672.25	672.25-			0.00
01-003067	KELSEY HALL	PROGRAM SUPPLIES	23.54	23.54-	110126	12/21/17	0.00
		** TOTALS **	23.54	23.54-			0.00
01-014815	KEYSTONE LABORATORIES	MONTHLY BAC-T/FLUORIDE	137.50	0.00	000000	0/00/00	137.50
		** TOTALS **	137.50	0.00			137.50
01-003175	LINDSAY SIMPSON	SWIM LESSONS REFUND	10.00	0.00	000000	0/00/00	10.00
		** TOTALS **	10.00	0.00			10.00
01-002914	LOU'S GLOVES INC	BLACK LATEX GLOVES	78.00	0.00	000000	0/00/00	78.00
		** TOTALS **	78.00	0.00			78.00
01-017133	MASTERCARD	SUPPLIES	223.79	223.79-	110110	12/20/17	0.00
01-017133	MASTERCARD	AMERICAN WATER WORKS DUES	85.00	85.00-	110111	12/20/17	0.00
01-017133	MASTERCARD	AED SUPPLIES/LEADERSHIP ACADEM	382.50	382.50-	110112	12/20/17	0.00
01-017133	MASTERCARD	REGISTRATIONS/ACROBAT PRO DC	197.99	197.99-	110113	12/20/17	0.00
01-017133	MASTERCARD	CONFERENCE & PROGRAM SUPPLIES	814.44	814.44-	110132	12/21/17	0.00
01-017133	MASTERCARD	MEMBERSHIP DUES AND SUPPLIES	204.72	204.72-	000000	1/02/18	0.00
		** TOTALS **	1,908.44	1,908.44-			0.00
01-012680	MID AMERICAN ENERGY	ELECTRIC BILL	13,022.34-	13,022.34	000081	12/19/17	0.00
01-012680	MID AMERICAN ENERGY	ELECTRIC BILL	13,022.34	13,022.34-	000081	12/19/17	0.00
01-012680	MID AMERICAN ENERGY	ELECTRIC BILLS & CONSTR. COST	165.31	165.31-	110109	12/20/17	0.00
		** TOTALS **	165.31	165.31-			0.00
01-017572	MID STATES ORGANIZED	MOCIC DUES	150.00	0.00	000000	0/00/00	150.00
		** TOTALS **	150.00	0.00			150.00

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PARTIALLY ITEMS DATES:	12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018
UNPAID ITEMS DATES :		12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-003180	MIDWEST COATINGS COMPANY	CRACK SEAL MAIN ST. & CLARK ST	42,300.00	0.00	000000	0/00/00	42,300.00
		** TOTALS **	42,300.00	0.00			42,300.00
01-017585	MIDWEST WHOLESALE	FORMS PLAZA DR. STORM DRAIN	30.95	0.00	000000	0/00/00	30.95
01-017585	MIDWEST WHOLESALE	FORMS STORM DRAIN	30.95	0.00	000000	0/00/00	30.95
01-017585	MIDWEST WHOLESALE	SALT SHED REPAIRS	149.40	0.00	000000	0/00/00	149.40
		** TOTALS **	211.30	0.00			211.30
01-001873	MTI DISTRIBUTING INC.	MOWER PARTS	371.88	0.00	000000	0/00/00	371.88
		** TOTALS **	371.88	0.00			371.88
01-001645	MURPHY TRACTOR	#34 PARTS RETURNED	146.25-	0.00	000000	0/00/00	146.25-
01-001645	MURPHY TRACTOR	GAS CYLINDERS	148.14	0.00	000000	0/00/00	148.14
		** TOTALS **	1.89	0.00			1.89
01-018408	NAPA AUTO PARTS	HOSE CLAMP #28	40.11	0.00	000000	0/00/00	40.11
01-018408	NAPA AUTO PARTS	#26 SWITCH	22.15	0.00	000000	0/00/00	22.15
01-018408	NAPA AUTO PARTS	OIL DRY	28.05	0.00	000000	0/00/00	28.05
		** TOTALS **	90.31	0.00			90.31
01-019124	NORTH CENTRAL LABORATORIE	LAB SUPPLIES	198.13	0.00	000000	0/00/00	198.13
01-019124	NORTH CENTRAL LABORATORIE	LAB SUPPLIES	1,039.34	0.00	000000	0/00/00	1,039.34
		** TOTALS **	1,237.47	0.00			1,237.47
01-020208	O'HALLORAN INTERNATIONAL	#24 FUEL SENDER RETURNED	102.62-	0.00	000000	0/00/00	102.62-
01-020208	O'HALLORAN INTERNATIONAL	ENGINE HEATER GENERATOR	148.44	0.00	000000	0/00/00	148.44
01-020208	O'HALLORAN INTERNATIONAL	ANTIFREEZE #28	46.00	0.00	000000	0/00/00	46.00
01-020208	O'HALLORAN INTERNATIONAL	#24 FUEL GAUGE SENDER	102.62	0.00	000000	0/00/00	102.62
		** TOTALS **	194.44	0.00			194.44
01-020330	O'REILLY AUTO PARTS	4 BAGS OIL DRY	25.96	0.00	000000	0/00/00	25.96
		** TOTALS **	25.96	0.00			25.96
01-020203	OFFICE STOP	OFFICE SUPPLIES	42.39	0.00	000000	0/00/00	42.39
01-020203	OFFICE STOP	BINDER	12.78	0.00	000000	0/00/00	12.78
01-020203	OFFICE STOP	OFFICE SUPPLIES	28.34	0.00	000000	0/00/00	28.34
		** TOTALS **	83.51	0.00			83.51
01-021050	P & H WHOLESALE INC.	REPAIR PARTS	693.53	693.53-	110147	1/04/18	0.00
01-021050	P & H WHOLESALE INC.	SHEET METAL	7.81	7.81-	110147	1/04/18	0.00
		** TOTALS **	701.34	701.34-			0.00
01-021735	POSTMASTER	POSTAGE TO MAIL WATER BILLS	1,471.09	1,471.09-	110114	12/20/17	0.00

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PARTIALLY ITEMS DATES:	12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018
UNPAID ITEMS DATES	:	12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
** TOTALS **			1,471.09	1,471.09-			0.00
01-021860	PRESTO-X-COMPANY	PEST CONTROL REC CENTER	55.00	0.00	000000	0/00/00	55.00
** TOTALS **			55.00	0.00			55.00
01-003181	PRO POWER LLC	HOSE #35	79.48	0.00	000000	0/00/00	79.48
** TOTALS **			79.48	0.00			79.48
01-000625	PRODUCTIVITY PLUS ACCOUNT	#31 FILTERS	96.00	96.00-	110145	1/04/18	0.00
01-000625	PRODUCTIVITY PLUS ACCOUNT	EQUIPMENT REPAIRS	945.00	945.00-	110145	1/04/18	0.00
01-000625	PRODUCTIVITY PLUS ACCOUNT	PAINT #33	19.60	19.60-	110145	1/04/18	0.00
01-000625	PRODUCTIVITY PLUS ACCOUNT	CASE SV 300 REPAIRS	116.90	116.90-	110145	1/04/18	0.00
** TOTALS **			1,177.50	1,177.50-			0.00
01-002978	QCI	EMAIL ISSUE	67.50	0.00	000000	0/00/00	67.50
** TOTALS **			67.50	0.00			67.50
01-023128	QUILL CORPORATION	CALCULATOR	43.99	0.00	000000	0/00/00	43.99
01-023128	QUILL CORPORATION	CALENDARS	36.77	0.00	000000	0/00/00	36.77
** TOTALS **			80.76	0.00			80.76
01-003173	R & R RENTAL	DEC-JAN CITY HALL LEASE	1,188.00	1,188.00-	110137	12/29/17	0.00
** TOTALS **			1,188.00	1,188.00-			0.00
01-000326	RECORDED BOOKS LLC	AUDIO BOOKS	55.99	55.99-	110118	12/21/17	0.00
01-000326	RECORDED BOOKS LLC	AUDIO BOOKS	437.02	437.02-	110118	12/21/17	0.00
01-000326	RECORDED BOOKS LLC	AUDIO BOOKS	76.50	76.50-	110118	12/21/17	0.00
01-000326	RECORDED BOOKS LLC	AUDIO BOOKS	40.50	40.50-	110118	12/21/17	0.00
01-000326	RECORDED BOOKS LLC	AUDIO BOOKS	37.10	37.10-	110118	12/21/17	0.00
01-000326	RECORDED BOOKS LLC	AUDIO BOOKS	15.99	15.99-	110118	12/21/17	0.00
01-000326	RECORDED BOOKS LLC	AUDIO BOOKS	39.99	39.99-	110118	12/21/17	0.00
01-000326	RECORDED BOOKS LLC	AUDIO BOOKS	31.50	31.50-	110118	12/21/17	0.00
01-000326	RECORDED BOOKS LLC	AUDIO BOOKS	39.98	39.98-	110118	12/21/17	0.00
01-000326	RECORDED BOOKS LLC	AUDIO BOOKS	27.96	27.96-	110118	12/21/17	0.00
01-000326	RECORDED BOOKS LLC	AUDIO BOOKS	28.80	28.80-	110118	12/21/17	0.00
01-000326	RECORDED BOOKS LLC	AUDIO BOOKS	27.96	27.96-	110118	12/21/17	0.00
01-000326	RECORDED BOOKS LLC	AUDIO BOOKS	40.50	40.50-	110118	12/21/17	0.00
01-000326	RECORDED BOOKS LLC	AUDIO BOOKS	32.00	32.00-	110118	12/21/17	0.00
01-000326	RECORDED BOOKS LLC	AUDIO BOOKS	36.00	36.00-	110118	12/21/17	0.00
01-000326	RECORDED BOOKS LLC	AUDIO BOOKS	36.00	36.00-	110118	12/21/17	0.00
** TOTALS **			1,003.79	1,003.79-			0.00
01-003172	RENEE STEINKAMP	MEMBERSHIP REFUND	167.46	0.00	000000	0/00/00	167.46
** TOTALS **			167.46	0.00			167.46

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PARTIALLY ITEMS DATES:	12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018
UNPAID ITEMS DATES	:	12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE---
01-003174	RICHARD O'TOOL	SHELTERHOUSE REFUND	40.00	0.00	000000	0/00/00	40.00
		** TOTALS **	40.00	0.00			40.00
01-002987	RIESBERG AUDIO AND DETAIL	K-9 UNIT INSTALLATION	2,717.70	0.00	000000	0/00/00	2,717.70
		** TOTALS **	2,717.70	0.00			2,717.70
01-003179	ROXANNE ADEN	VOLLEYBALL REFUND	30.00	0.00	000000	0/00/00	30.00
		** TOTALS **	30.00	0.00			30.00
01-003178	SARAH FOLEY	SWIM LESSONS REFUND	35.00	0.00	000000	0/00/00	35.00
		** TOTALS **	35.00	0.00			35.00
01-025050	SCHUMACHER ELEVATOR CO.	ELEVATOR SERVICE	208.84	0.00	000000	0/00/00	208.84
		** TOTALS **	208.84	0.00			208.84
01-025110	SECRETARY OF STATE	NOTARY FEE - BURKE	30.00	0.00	000000	0/00/00	30.00
		** TOTALS **	30.00	0.00			30.00
01-000612	SENECA COMPANIES	PRODUCT RECOVERY & REPORTING	1,678.05	0.00	000000	0/00/00	1,678.05
		** TOTALS **	1,678.05	0.00			1,678.05
01-002973	SHOW TIME CATERING	COUNCIL PLANNING SESSION	195.50	0.00	000000	0/00/00	195.50
		** TOTALS **	195.50	0.00			195.50
01-002586	SMART SHOPPER	ADS	29.00	0.00	000000	0/00/00	29.00
		** TOTALS **	29.00	0.00			29.00
01-004178	SOLID WASTE MANAGEMENT CO	LANDFILL TIPPING FEES	5.00	0.00	000000	0/00/00	5.00
		** TOTALS **	5.00	0.00			5.00
01-001778	SPRAYER SPECIALTIES INC	OPERATING SUPPLIES	273.26	0.00	000000	0/00/00	273.26
01-001778	SPRAYER SPECIALTIES INC	OPERATING SUPPLIES	263.18	0.00	000000	0/00/00	263.18
		** TOTALS **	536.44	0.00			536.44
01-028180	STATE HYGIENIC LABORATORY	WATER SAMPLE ANALYSIS	41.00	0.00	000000	0/00/00	41.00
		** TOTALS **	41.00	0.00			41.00
01-025874	STERICYCLE INC	SAFETY SUPPLIES	109.15	0.00	000000	0/00/00	109.15
		** TOTALS **	109.15	0.00			109.15
01-025880	STONE PRINTING CO.	PRINTER INK	56.97	0.00	000000	0/00/00	56.97
01-025880	STONE PRINTING CO.	OFFICE SUPPLIES	1.50	1.50	110133	12/21/17	0.00
01-025880	STONE PRINTING CO.	OFFICE SUPPLIES	5.29	0.00	000000	0/00/00	5.29

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES	: 12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018
PARTIALLY ITEMS DATES:	12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018
UNPAID ITEMS DATES	:	12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-025880	STONE PRINTING CO.	OFFICE SUPPLIES	47.95	47.95-	110133	12/21/17	0.00
01-025880	STONE PRINTING CO.	OFFICE SUPPLIES	55.96	55.96-	110133	12/21/17	0.00
01-025880	STONE PRINTING CO.	INSERT TABS/FLASH DRIVES	40.17	0.00	000000	0/00/00	40.17
01-025880	STONE PRINTING CO.	TONER	454.96	0.00	000000	0/00/00	454.96
01-025880	STONE PRINTING CO.	FILE FOLDER LABELS	26.99	0.00	000000	0/00/00	26.99
01-025880	STONE PRINTING CO.	APPT. BOOK	11.99	0.00	000000	0/00/00	11.99
		** TOTALS **	701.78	105.41-			596.37
01-027060	TREASURER OF IOWA	NOV. SALES TAX	2,939.00	2,939.00-	000000	12/20/17	0.00
		** TOTALS **	2,939.00	2,939.00-			0.00
01-003220	TURFWERKS	MOWER PARTS	623.83	0.00	000000	0/00/00	623.83
01-003220	TURFWERKS	MOWER PARTS	27.32	0.00	000000	0/00/00	27.32
		** TOTALS **	651.15	0.00			651.15
01-001088	TYLER TECHNOLOGIES	REMIT PLUS MAINTENANCE	2,240.12	0.00	000000	0/00/00	2,240.12
01-001088	TYLER TECHNOLOGIES	ONLINE BILLING ACCESS	180.00	0.00	000000	0/00/00	180.00
		** TOTALS **	2,420.12	0.00			2,420.12
01-028168	UNITED PARCEL SERVICE	FREIGHT W/E 12/9/2017	44.07	44.07-	110116	12/20/17	0.00
01-028168	UNITED PARCEL SERVICE	FREIGHT W/E 12/16/2017	69.98	69.98-	110117	12/20/17	0.00
		** TOTALS **	114.05	114.05-			0.00
01-028174	UNITED STATES CELLULAR	CELL PHONE - KRAUEL	79.09	79.09-	110135	12/28/17	0.00
01-028174	UNITED STATES CELLULAR	CELL PHONES	167.73	167.73-	110136	12/28/17	0.00
		** TOTALS **	246.82	246.82-			0.00
01-028435	UTILITY EQUIPMENT COMPANY	FIRE HYDRANT SUPPLIES	855.00	0.00	000000	0/00/00	855.00
01-028435	UTILITY EQUIPMENT COMPANY	OPERATING SUPPLIES	1,203.42	0.00	000000	0/00/00	1,203.42
01-028435	UTILITY EQUIPMENT COMPANY	OPERATING SUPPLIES	532.50	0.00	000000	0/00/00	532.50
01-028435	UTILITY EQUIPMENT COMPANY	OPERATING SUPPLIES	24.56	0.00	000000	0/00/00	24.56
		** TOTALS **	2,615.48	0.00			2,615.48
01-003182	VANDER HAAGS INC.	INTERNATIONAL SEAT CUSHION	210.04	0.00	000000	0/00/00	210.04
		** TOTALS **	210.04	0.00			210.04
01-029013	VERIZON WIRELESS	AIR CARDS	280.15	280.15-	110148	1/04/18	0.00
01-029013	VERIZON WIRELESS	CELL PHONES - CARS	381.21	381.21-	110148	1/04/18	0.00
		** TOTALS **	661.36	661.36-			0.00
01-030120	WAL-MART STORE #01-1787	SUPPLIES	59.53	0.00	000000	0/00/00	59.53
01-030120	WAL-MART STORE #01-1787	ILEA SUPPLIES	4.47	0.00	000000	0/00/00	4.47
01-030120	WAL-MART STORE #01-1787	SUPPLIES	86.59	0.00	000000	0/00/00	86.59
01-030120	WAL-MART STORE #01-1787	BREAKFAST WITH SANTA SUPPLIES	105.39	0.00	000000	0/00/00	105.39

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018
PARTIALLY ITEMS DATES:	12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018
UNPAID ITEMS DATES :		12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE---
01-030120	WAL-MART STORE #01-1787	SENIOR DAY SUPPLIES	50.59	0.00	000000	0/00/00	50.59
01-030120	WAL-MART STORE #01-1787	BREAKFAST WITH SANTA SUPPLIES	71.01	0.00	000000	0/00/00	71.01
01-030120	WAL-MART STORE #01-1787	OFFICE SUPPLIES	12.68	0.00	000000	0/00/00	12.68
01-030120	WAL-MART STORE #01-1787	KID'S NIGHT OUT SUPPLIES	89.86	0.00	000000	0/00/00	89.86
01-030120	WAL-MART STORE #01-1787	KID'S NIGHT OUT SUPPLIES	14.50	0.00	000000	0/00/00	14.50
		** TOTALS **	494.62	0.00			494.62
01-001366	WEBSITES TO IMPRESS INC	ANNUAL WEB MAINTENANCE	3,000.00	0.00	000000	0/00/00	3,000.00
		** TOTALS **	3,000.00	0.00			3,000.00
01-003377	WELLMARK BLUE CROSS/BLUE	1/1-4/1/18 DAVIS 134AD2005	3,805.50	3,805.50-	110107	12/20/17	0.00
		** TOTALS **	3,805.50	3,805.50-			0.00
01-001581	WESTRUM LEAK DETECTION	LEAK DETECTION 18TH & GRANT	212.50	0.00	000000	0/00/00	212.50
		** TOTALS **	212.50	0.00			212.50
01-002166	WINTER EQUIPMENT COMPANY	OPERATING SUPPLIES	371.03	0.00	000000	0/00/00	371.03
		** TOTALS **	371.03	0.00			371.03
	* Payroll Expense		301,179.54				

01-04-2018 09:53 AM
 VENDOR SET: 01 City of Carroll
 REPORTING: PAID, UNPAID, PARTIAL

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 :	12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018
PARTIALLY ITEMS DATES:	12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018
UNPAID ITEMS DATES :		12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018

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

	GROSS	PAYMENTS	BALANCE
PAID ITEMS	417,547.58	417,547.58CR	0.00
PARTIALLY PAID	0.00	0.00	0.00
UNPAID ITEMS	165,592.62	0.00	165,592.62
VOID ITEMS	0.00	0.00	0.00
** TOTALS **	583,140.20	417,547.58CR	165,592.62

U N P A I D R E C A P

UNPAID INVOICE TOTALS	166,042.72
UNPAID DEBIT MEMO TOTALS	0.00
UNAPPLIED CREDIT MEMO TOTALS	450.10CR
** UNPAID TOTALS **	165,592.62

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018
PARTIALLY ITEMS DATES :	12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018
UNPAID ITEMS DATES :		12/15/2017 THRU 1/04/2018	12/15/2017 THRU 1/04/2018

FUND TOTALS

001	GENERAL FUND	126,879.45
010	HOTEL/MOTEL TAX	47.07
110	ROAD USE TAX FUND	60,122.36
168	LIBRARY TRUST FUND	494.44
178	CRIME PREV/SPEC PROJECTS	280.15
179	POLICE K9 FUND	234.95
304	C.P. STREETS	1,022.50
309	C.P. - CORRIDOR OF COMM.	19,475.65
315	LIBRARY/CITY HALL REMODEL	1,188.00
600	WATER UTILITY FUND	20,115.56
610	SEWER UTILITY FUND	51,199.60
850	MEDICAL INSURANCE FUND	900.93
	* PAYROLL EXPENSE	301,179.54
GRAND TOTAL		583,140.20

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 *MSPW*

DATE: January 4, 2018

SUBJECT: Library/City Hall Project

- Consider a resolution to approve Amendment #1 to the Professional Services Agreement with OPN Architects to complete a programing review for the City of Carroll Library located at 112 E. 5th St. Carroll, IA 51401
- Consider a resolution to approve Amendment #1 to the Professional Services Agreement with OPN Architects to complete a programing review for the City of Carroll City Hall located at 627 N. Adams St. Carroll, IA 51401

At the December 18, 2017 City Council meeting, the Council approved separate AIA B101-2007 Standard Form of Agreement Between Owner and Architect for both the Library and City Hall renovation with OPN Architects.

While the programing review was discussed at that meeting as an optional service, the actions taken by the City Council did not formally authorize that work to be conducted. Attached are amendments to the Professional Services Agreement to the Agreements Between Owner and Architect agreements approved on December 18th to authorize the programing review to be conducted by OPN. The cost of the work is \$9,800 for the Library and \$3,200 for City Hall. The following table was included the December 14, 2017 memo to the City Council and showed the programing review included in the overall total fees to OPN, therefore these amendments will not change the overall fees that will be paid to OPN presented to the City Council at their December 18, 2017 meeting:

	Library	City Hall	Total
Design Phase	\$289,746	\$128,650	\$418,396
Programing Review	\$9,800	\$3,200	\$13,000
Construction Phase	\$108,288	\$53,482	\$161,770
Reimbursable	\$5,500-\$6,500	\$4,000-\$5,000	\$9,500-\$11,500
Total	\$413,334 - \$414,334	\$189,332 - \$190,332	\$602,666 - \$604,666

RECOMMENDATION: Mayor and City Council is asked to take the following actions for the Library/City Hall project:

1. Consider a resolution to approve Amendment #1 to the Professional Services Agreement with OPN Architects to complete a programing review for the City of Carroll Library located at 112 E. 5th St. Carroll, IA 51401
2. Consider a resolution to approve Amendment #1 to the Professional Services Agreement with OPN Architects to complete a programing review for the City of Carroll City Hall located at 627 N. Adams St. Carroll, IA 51401

RESOLUTION NO. _____

A RESOLUTION APPROVING AN AMENDMENT NUMBER 1 TO THE PROFESSIONAL SERVICES AGREEMENT WITH OPN ARCHITECTS TO COMPLETE A PROGRAMING REVIEW AT THE CITY OF CARROLL LIBRARY LOCATED AT 112 E 5TH ST., CARROLL, IA 51401

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

WHEREAS, the G802-2007 Amendment Number 1 to the Professional Services Agreement between Owner and Architect with OPN Architects for construction at the City of Carroll Library 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;

NOW, THEREFORE, BE IT RESOLVED that the G802-2007 Amendment Number 1 to the Professional Services Agreement between Owner and Architect with OPN Architects for construction at the City of Carroll Library, attached as Exhibit "A", be authorized and approved, and that the Mayor is authorized to execute the agreement on behalf of the City of Carroll.

PASSED AND APPROVED by the City Council of the City of Carroll, Iowa, this 8th day of January, 2018.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

BY: _____
Eric P. Jensen, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

 **AIA**[®] Document G802[™] – 2007

Amendment to the Professional Services Agreement

Amendment Number: 001

TO: Mike Pogge-Weaver
(Owner or Owner's Representative)

In accordance with the Agreement dated: December 18, 2017

BETWEEN the Owner:
(Name and address)
City of Carroll
112 E. 5th Street
Carroll, IA 51401

and the Architect:
(Name and address)
OPN Architects, Inc.
100 Court Ave, Suite 100
Des Moines, IA 50309

for the Project:
(Name and address)
Carroll Public Library
112 E. 5th Street,
Carroll, IA 51401

Authorization is requested
 to proceed with Additional Services.
 to incur additional Reimbursable Expenses.

As follows:
Programming Review - Additional Services

This phase of the work will review, analyze and confirm prior space needs work that was performed for the library. This is outside standard design services. The library program to date is based on the OPN review of the original Himmel and Wilson document from 2014. Modifications and assumptions have already been made based on meetings between OPN and library staff from the summer of 2016. We will confirm space needs with the new Library Director and staff and verify the space allocations identified in the Concept Study. OPN will include an additional meeting with the Library to review the existing program and provide meeting minute documentation of the updates. This effort is required to update the required amount of shelving needs for the library.

- The current City Hall/Library Building at 112 E. 5th Street

The following adjustments shall be made to compensation and time.
(Insert provisions in accordance with the Agreement, or as otherwise agreed by the parties.)

Compensation:
Programming Review: \$9,800

Time:
N/A

SUBMITTED BY:

AGREED TO:

(Signature)

(Signature)

Danielle Herman, Associate Principal

Eric P. Jensen, Mayor

(Printed name and title)

(Printed name and title)

(Date)

(Date)

RESOLUTION NO. _____

A RESOLUTION APPROVING AN AMENDMENT NUMBER 1 TO THE PROFESSIONAL SERVICES AGREEMENT WITH OPN ARCHITECTS TO COMPLETE A PROGRAMING REVIEW AT THE CITY OF CARROLL CITY HALL LOCATED AT 627 N. ADAMS ST., CARROLL, IA 51401

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

WHEREAS, the G802-2007 Amendment Number 1 to the Professional Services Agreement between Owner and Architect with OPN Architects for construction at the City of Carroll City Hall 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;

NOW, THEREFORE, BE IT RESOLVED that the G802-2007 Amendment Number 1 to the Professional Services Agreement between Owner and Architect with OPN Architects for construction at the City of Carroll City Hall, attached as Exhibit "A", be authorized and approved, and that the Mayor is authorized to execute the agreement on behalf of the City of Carroll.

PASSED AND APPROVED by the City Council of the City of Carroll, Iowa, this 8th day of January, 2018.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

BY: _____
Eric P. Jensen, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk



AIA[®] Document G802[™] – 2007

Amendment to the Professional Services Agreement

Amendment Number: 001

TO: Mike Pogge-Weaver
(Owner or Owner's Representative)

In accordance with the Agreement dated: December 18, 2017

BETWEEN the Owner:
(Name and address)
City of Carroll
112 E. 5th Street
Carroll, IA 51401

and the Architect:
(Name and address)
OPN Architects, Inc.
100 Court Ave, Suite 100
Des Moines, IA 50309

for the Project:
(Name and address)
Carroll City Hall
627 N. Adams Street
Carroll, IA 51401

Authorization is requested
 to proceed with Additional Services.
 to incur additional Reimbursable Expenses.

As follows:
Programming Review - Additional services

This phase of the work will review, analyze and confirm prior space needs work that was performed for the City Hall during the Concept Development. This is outside of the standard design services. The City Hall program was initially established during the concept phase to get an estimate of space needs. Assumptions have already been made based on meetings between OPN and city staff from the summer of 2016 to allow a rough space needs to be established. We will confirm space needs with the City and its staff and confirm the space allocations identified in the concept study. OPN will include an additional meeting with the staff to review the existing program and provide meeting minute documentation of the updates. A full programming document would not be included in this scope of work.

- The current Commercial Savings Bank site at 627 N. Adams Street

The following adjustments shall be made to compensation and time.
(Insert provisions in accordance with the Agreement, or as otherwise agreed by the parties.)

Compensation:
Programming Review: \$3,200

Time:
N/A

SUBMITTED BY:

AGREED TO:

(Signature)

(Signature)

Danielle Herman, Associate Principal

Eric P. Jensen, Mayor

(Printed name and title)

(Printed name and title)

(Date)

(Date)

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 *MJP-w*

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

DATE: December 21, 2017

SUBJECT: U.S. 30 – Grant Road Intersection Improvements

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

On November 8, 2017, plans, specifications, form of contract and estimate of cost for the U.S. 30 – Grant Road Intersection Improvement project were filed. They were prepared by Snyder & Associates, Inc. The plans, specifications, form of contract and estimate of cost are summarized as follows:

PLANS

The plans detail the widening of U.S. 30 on the south side of the roadway from Maple Street through east of Vine Street, traffic signal replacement at Grant Road and other associated work.

SPECIFICATIONS

The Iowa Department of Transportation (DOT) Standard Specifications for Highway and Bridge Construction, current edition, plus applicable General Supplemental Specifications, Developmental Specifications, Supplemental Specifications and Special Provisions apply to construction work on this project.

FORM OF CONTRACT

The form of contract is the Iowa DOT standard form.

ESTIMATE OF COST

The estimated construction cost is \$1,114,237.99.

This estimate was prepared by Snyder & Associates, Inc. and submitted to the Iowa DOT. The Iowa DOT prepares an estimate of cost for their reference on DOT bid projects. The Iowa DOT does not provide their estimate to the City and recommends the use of the locally prepared estimate for hearing purposes.

U.S. 30 – Grant Road Intersection Improvements

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

December 21, 2017

Page 2

Based on the local estimate, the total project cost is currently estimated as follows:

Engineering Services		
Design	\$231,262.87	
Construction	<u>\$ 85,000.00</u>	
Total Engineering		\$ 316,262.87
ROW/Easements		\$ 259,702.18
ROW – DOT		\$462,833.00
Construction		\$1,114,237.99
Other		<u>\$ 9,996.68</u>
Total Project Estimate		\$2,163,032.72

Funding for the project is currently anticipated as follows:

Interest	\$ 28,384.66
WUF	\$ 815,901.00
Misc.	\$ 1,105.20
Other	\$ 6,545.00
LOST	\$ 300,000.00
TSIP	\$ 500,000.00
USETP	\$ 400,000.00
DOT	<u>\$ 462,833.00</u>
Total	\$2,514,768.86

Bids for construction will be received by the Iowa DOT on January 17, 2018. The contract will have a 115-working day completion time with an April 2, 2018 requested late start date.

RECOMMENDATION: Mayor and City Council consideration, conduction of a public hearing and passage and approval of the Resolution Adopting Plans, Specifications, Form of Contract and Estimate of Cost for the U.S. 30 – Grant Road Intersection Improvement project.

RMK:ds

attachment

RESOLUTION NO. _____

RESOLUTION ADOPTING THE PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COST FOR THE U.S. 30 – GRANT ROAD INTERSECTION IMPROVEMENT PROJECT.

WHEREAS, on the 8th day of November, 2017, plans, specifications, form of contract and estimate of cost were filed for the construction of public improvements described in general as U.S. 30 – Grant Road Intersection Improvement; and,

WHEREAS, notice of public hearing on the plans, specifications, form of contract and estimate of cost for said public improvements was published.

NOW, THEREFORE, BE IT RESOVLED by the City Council of the City of Carroll, Iowa, that said plans, specifications, form of contract and estimate of cost are hereby adopted as the plans, specifications, form of contract and estimate of cost for said public improvements, as described in the preamble of this Resolution.

Passed and approved by the Carroll City Council this 8th day of January, 2018.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Eric P. Jensen, Mayor

ATTEST:

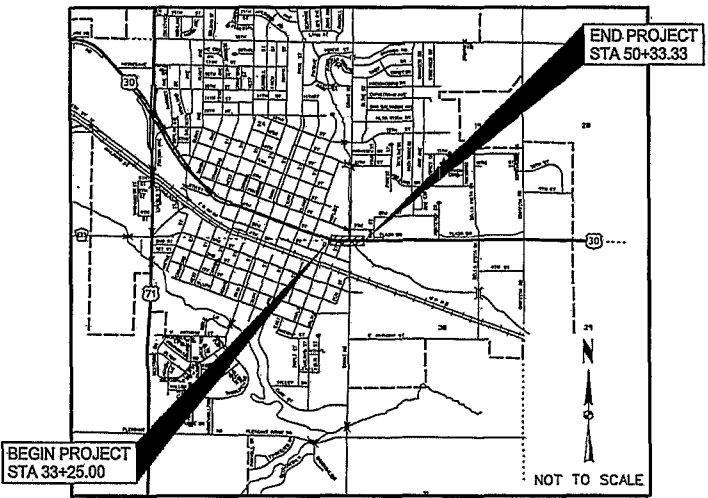
By: _____
Laura A. Schaefer, City Clerk

CARROLL COUNTY
 PCC PAVEMENT WIDENING
 PROJECT NUMBER: CS-TSF-1125(615)--85-14
 LETTING DATE
 1/17/2018

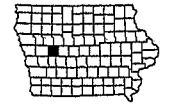
PRIMARY ROAD SYSTEM ROADWAY IMPROVEMENT PLANS FOR CITY OF CARROLL CARROLL COUNTY, IOWA INTERSECTION OF U.S. HIGHWAY 30 AND GRANT ROAD

Refer to the Proposal Form for list of applicable specifications.

MILEAGE SUMMARY			
Div.	Location	Lin. Ft.	Miles
1	STA. 33+25.00 - STA 50+33.33	1,708.33	0.324
TOTAL		1,708.33	0.324




INDEX OF SHEETS	
NO.	DESCRIPTION
A.1	TITLE SHEET
A.2	LEGEND AND SYMBOLS
B.1-B.3	TYPICAL SECTIONS AND PAVEMENT DETAILS
C.1-C.6	TABS AND QUANTITIES
D.1-D.4	MAINLINE PLAN AND PROFILE SHEETS
E.1-E.2	N MAPLE STREET PLAN AND PROFILE
G.1	HORIZONTAL AND VERTICAL CONTROL
H.1-H.4	RIGHT-OF-WAY SHEETS
J.1	TRAFFIC CONTROL
J.2-J.3	PERMANENT PAVEMENT MARKING DETAILS
L.1-L.7	JOINTING AND GEOMETRIC LAYOUT
M.1	STORM SEWER TABULATIONS
M.2	STORM SEWER PROFILES
N.1-N.6	SIGNAL SHEETS
R.1	REMOVALS
S.1-S.5	SIDEWALK STAKING SHEETS
SPS.1-SPS.2	GEOTECHNICAL SHEETS
T.1-T.2	EARTHWORK TABULATIONS
V.1-V.15	BRIDGE DESIGN SHEETS
W.1-W.7	MAINLINE CROSS SECTIONS



INDEX OF SEALS		
SHEET NO.	NAME	TYPE
A.1	CINDY A. SPENCER	PRIMARY SIGNATURE BLOCK
N.1	ANTHONY J. BOES	TRAFFIC SIGNALS
SPS.1	ANNA M. SMITH	GEOTECHNICAL DESIGN
V.1	STEVEN M. KUNZ	BRIDGE
V.4	ADAM R. BULLERMAN	HYDRAULIC DESIGN



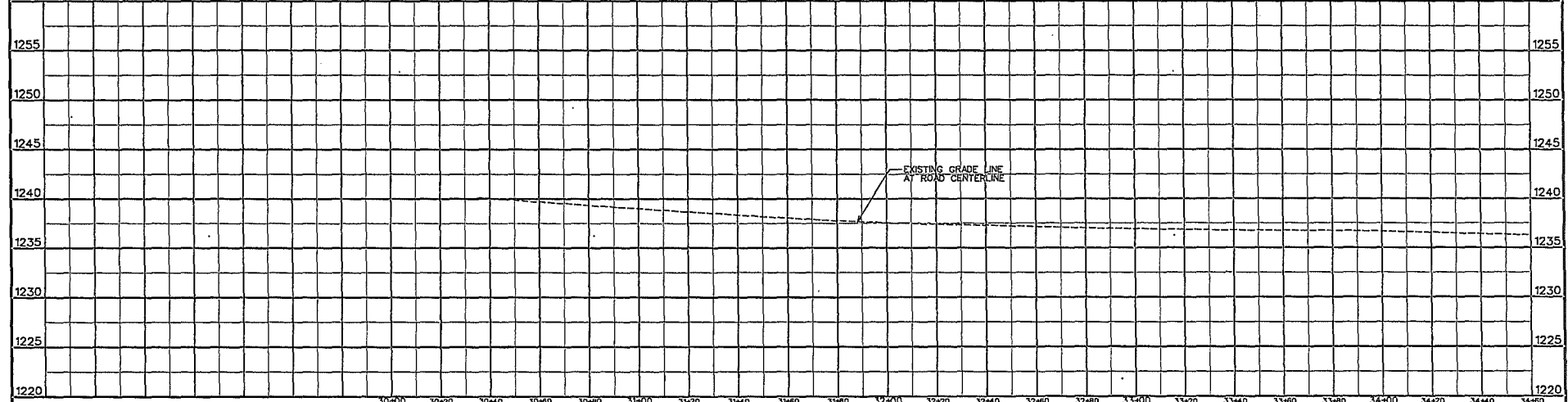
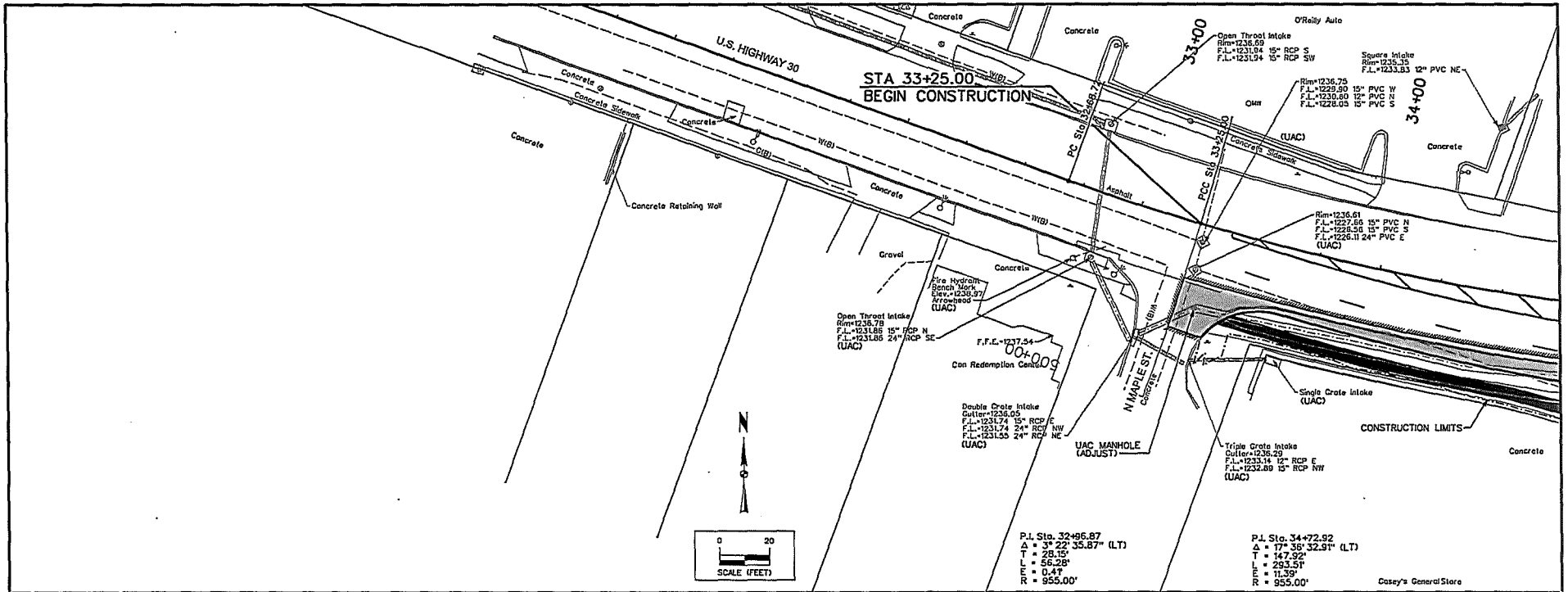


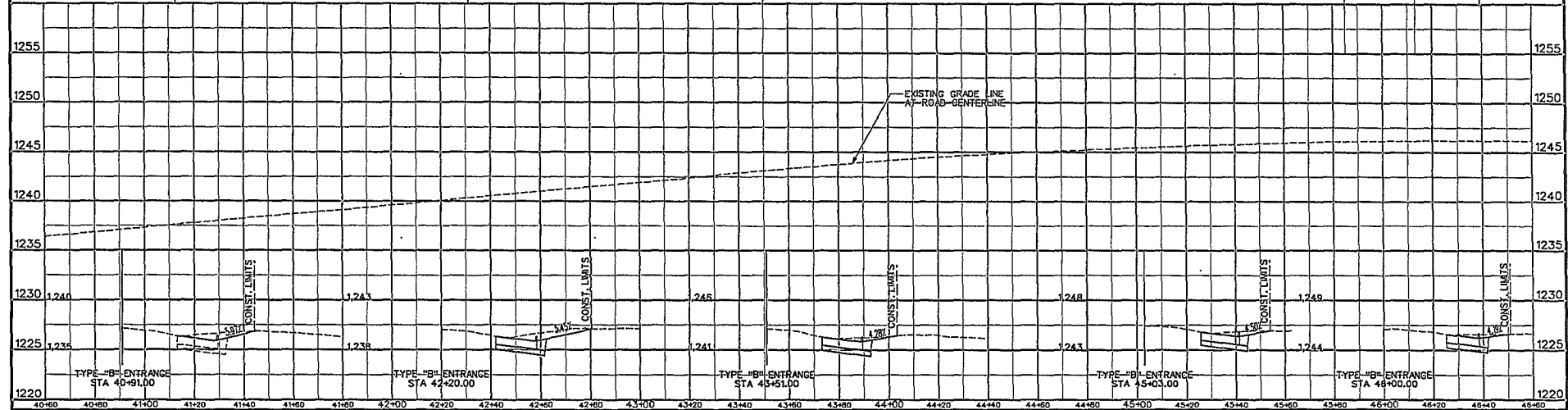
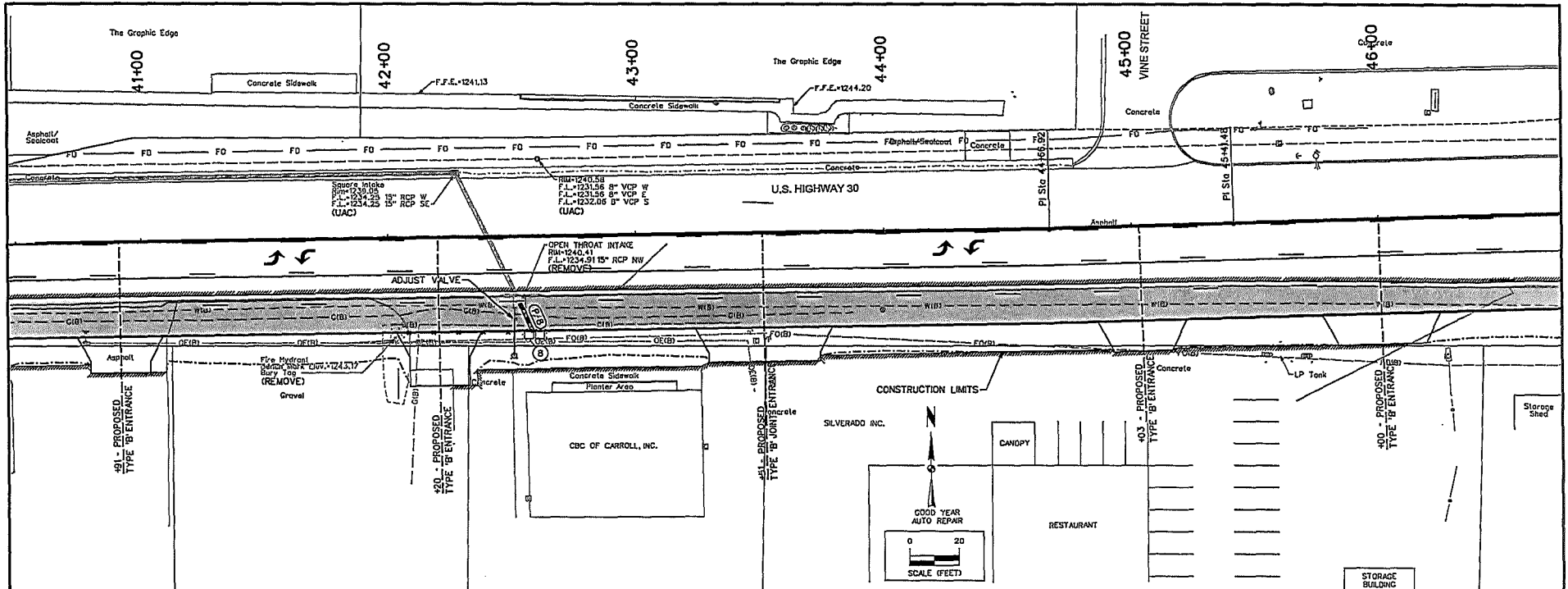
I hereby certify that this engineering document was prepared by me or under my direct personal supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Iowa.

Cindy A. Spencer 11-8-17
Cindy A. Spencer P.E. Date

License Number 17561
My License Renewal Date is December 31, 2018

Pages or sheets covered by this seal:
A.1, A.2, B.1-B.3, C.1-C.6, D.1-D.4, E.1-E.2, G.1, H.1-H.4, J.1-J.3, L.1-L.7, M.1, M.2, R.1, S.1-S.5, T.1-T.2, W.1-W.7





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: December 21, 2017

SUBJECT: U.S. 30 – Grant Road Intersection Improvements
Purchase of Property

Construction of the U.S. 30 – Grant Road Intersection Improvements project requires the purchase of adjoining property for highway widening. Snyder & Associates, Inc. has been in discussions with property owners and has prepared the documents necessary to complete the property purchases. The documents requiring consideration and approval are attached as Exhibits to the Resolutions. The documents are summarized as follows:

<u>Parcel No.</u>		<u>Area (S.F.)</u>	<u>Cost</u>	<u>Total (Rounded)</u>
1	Casey's Marketing Company			
	Fee Title	1,296	\$19,440.00	
	Temporary Easement	889	\$ 2,667.00	
	Sign Relocation		<u>\$16,745.76</u>	
	Subtotal			\$38,860.00
2	City of Carroll			
	Fee Title	4,021	\$0.00	
	Temporary Easement	1,665	<u>\$0.00</u>	
	Subtotal			\$0.00
3	Donald Isaak and Ruth Isaak			
	Fee Title	153	<u>\$1,836.00</u>	
	Subtotal			\$1,840.00
3	Todd and Nancy Jansonious dba Todd's Exhaust Pros			
	Tenant Consent			\$100.00
4	Seabass Realty, LLC			
	Fee Title	1,103	<u>\$8,824.00</u>	
	Subtotal			\$8,830.00

U.S. 30 – Grant Road Intersection Improvements
Purchase of Property
December 21, 2017
Page 2

6	LBC of Carroll, LLC			
	Fee Title	1,644	\$16,440.00	
	Temporary Easement	1,515	\$ 3,030.00	
	Severance Damage		<u>\$12,000.00</u>	
	Subtotal			\$31,470.00
6	Salvage Sisters, LLC			
	Tenant Consent			\$100.00
6	Randy Brockman dba R & R Construction			
	Tenant Consent			\$100.00
7	Silverado, Inc.			
	Fee Title	704	\$4,224.00	
	Temporary Easement	1,502	\$1,802.00	
	Buildings/Improvements		\$8,250.00	
	Miscellaneous/Other		<u>\$1,408.00</u>	
	Subtotal			\$15,690.00
7	Mark Tigges dba MC Country Cafe			
	Tenant Consent			\$100.00
8	Carroll County Can Redemption, LLC			
	Temporary Easement	2,633	\$3,160.00	
	Severance Damages		<u>\$1,880.00</u>	
	Subtotal			\$5,040.00
9	City of Carroll			
	Fee Title	1,940		<u>\$0.00</u>
	Total Cost			\$102,130.00

RECOMMENDATION: Mayor and City Council consideration and passage and approval of the Resolutions approving the property purchase for the US 30 – Grant Road Intersection Improvements project.

RMK:ds

attachments (8)

RESOLUTION NO. _____

RESOLUTION APPROVING OFFER TO PURCHASE REAL ESTATE FOR PARCEL #1 CASEY'S MARKETING COMPANY FOR THE U.S. 30 – GRANT ROAD INTERSECTION IMPROVEMENTS PROJECT.

WHEREAS, the City desires to construct the U.S. 30 – Grant Road Intersection Improvements project; and,

WHEREAS, the purchase of real estate is necessary for the construction of the project; and,

WHEREAS, the following have been prepared for the purchase of Parcel #1 from Casey's Marketing Company:

Offer to Purchase Real Estate – Exhibit 1
Temporary Easement – Exhibit 2 (Information Only)

and,

WHEREAS, it is determined that the approval of the attached Exhibit is in the best interest of the project; and,

WHEREAS, City Policy 0307 is waived.

NOW, THEREFORE, BE IT RESOVLED that the Exhibit attached prepared for the purchase of Parcel #1 from Casey's Marketing Company is approved.

BE IT FURTHER RESOLVED that the following cost is approved for payment.

Casey's Marketing Company	\$38,860.00
---------------------------	-------------

Passed and approved by the Carroll City Council this 8th day of January, 2018.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Eric P. Jensen, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

EXHIBIT 1

Preparer Information: David S. Bruner, P.O. Box 863, Carroll, IA 51401 (712) 792-3480

**IN THE MATTER OF THE PURCHASE OF CERTAIN *
RIGHTS IN LAND BY THE STATE OF IOWA FOR * OFFER TO PURCHASE REAL
THE USE AND BENEFIT OF THE CITY OF * ESTATE AND ACCEPTANCE
CARROLL, IA IMPROVEMENTS OF U.S HWY 30 ***

US Highway 30 & Grant Road Intersection Improvement Project

TO: **CASEY'S MARKETING COMPANY**

City of Carroll, Iowa offers to buy Fee Title, Temporary Easement and Sign Relocation in real estate described as follows:

Said easements being more particularly described as follows:

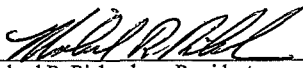
Fee Title
See attached Exhibit A

Temporary Easement
See attached Description of Temporary Construction Easement

for the total sum of \$38,860.00 payable upon execution by The City of Carroll, Iowa

of the attached written instruments conveying the easements to the State of Iowa. This contract shall apply to and bind the successors in interest of the parties.

CASEY'S MARKETING COMPANY

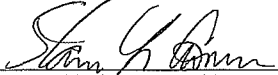

Michael R. Richardson, President


Julia L. Jackowski, Secretary

STATE OF IOWA, POLK COUNTY, ss:

On this 9 day of November, 2017, before me the undersigned, a Notary Public in and for said State, personally appeared Michael R. Richardson, President and Julia L. Jackowski, Secretary, to me known to be the identical persons named in and who executed the foregoing instrument and acknowledged that they executed the same as their voluntary act and deed.




Notary Public in and for said State of IOWA

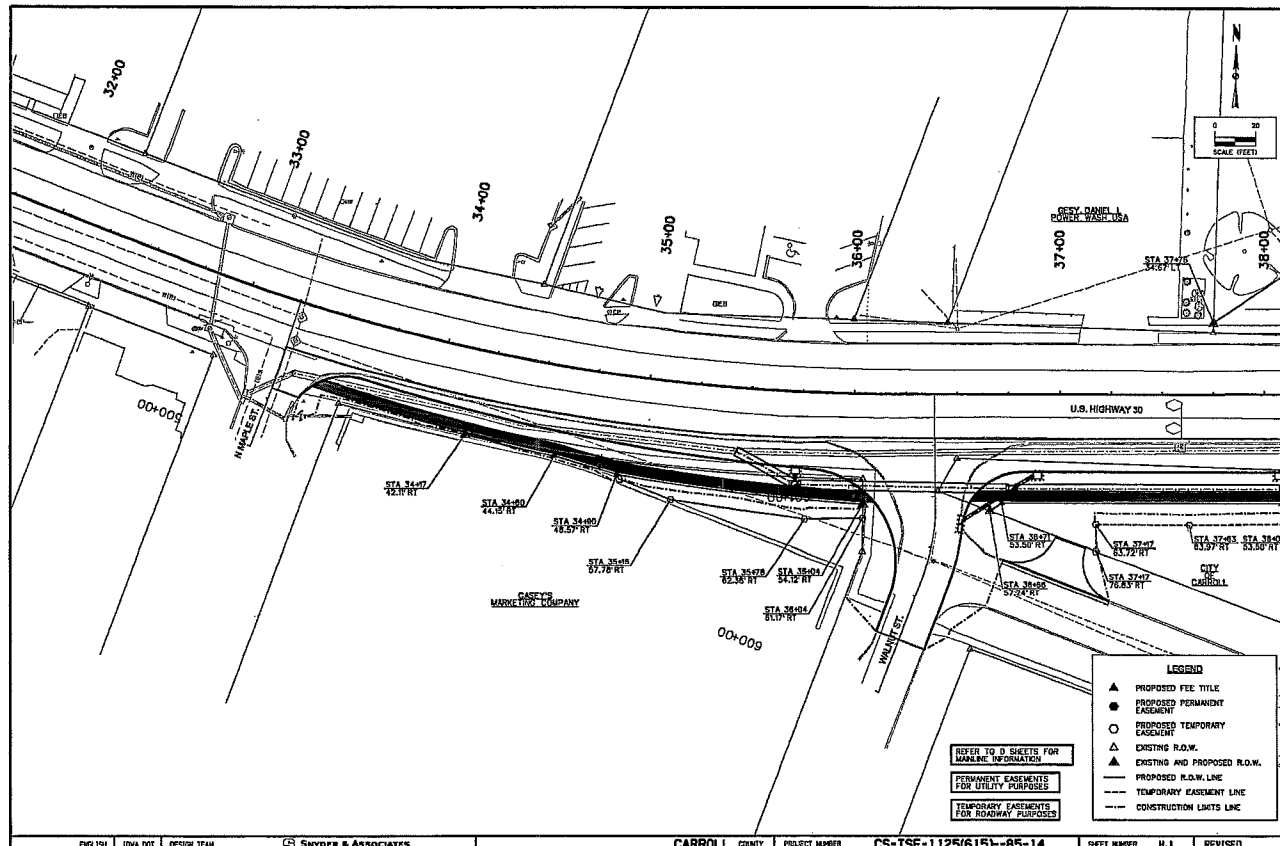
igned this _____ day of _____, A.D. 2017

Eric P. Jensen, Mayor - City of Carroll, Iowa

igned this _____ day of _____, A.D. 2017

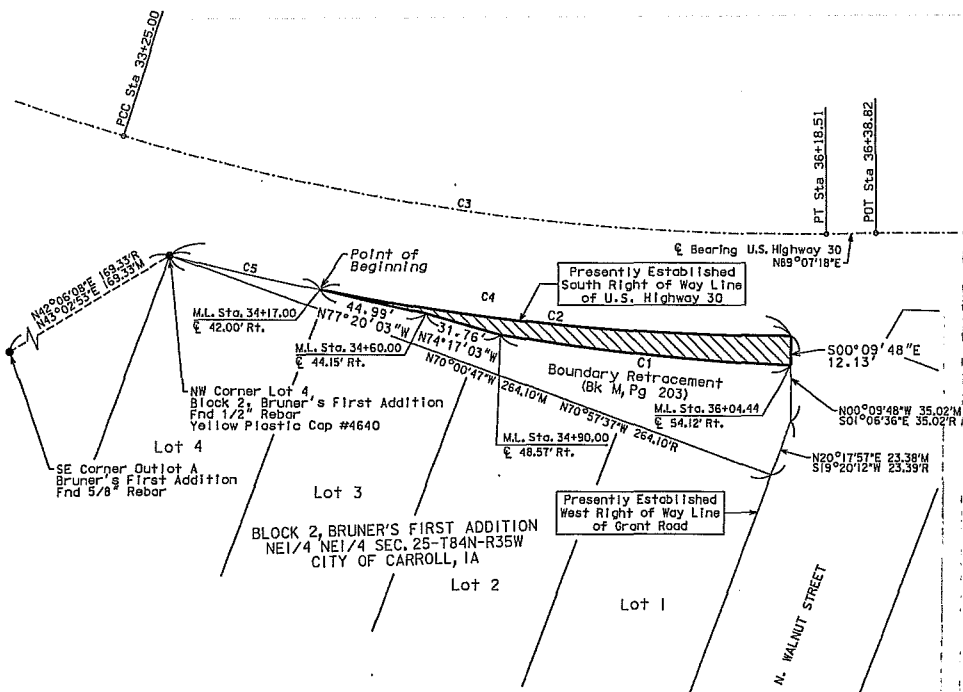
Laura A. Schaefer, City Clerk - City of Carroll, Iowa

EXHIBIT



IOWA DEPARTMENT OF TRANSPORTATION
ACQUISITION PLAT
EXHIBIT "A"

COUNTY CARROLL STATE CONTROL NO. _____
PROJECT NO. CS-TSF-1125(615)--85-14 PARCEL NO. 01
SECTION 25 TOWNSHIP 84 NORTH RANGE 35 WEST
ROW-FEE 1.296 S.F. AC, EASE AC EXCESS-FEE _____ AC
ACCESS RIGHTS ACQUIRED - STA 33+56.26 STA 36+04.44 MAIN LINE RT SIDE
ACCESS RIGHTS ACQUIRED - STA _____ STA _____ SIDE ROAD SIDE
ACQUIRED FROM _____



CURVE TABLE

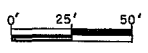
CURVE NO.	DELTA	RADIUS	ARC LENGTH	TANGENT	CHORD BEARING/DISTANCE
C1	06°48'58" RT	1,015.00'	120.75'	60.44'	N83°57'58"W 120.67'
C2	11°14'44" LT	997.00'	195.68'	98.16'	S84°24'41"E 195.37'
C3	17°36'33" LT	955.00'	293.51'	147.92'	S82°04'25"E 292.35'
C4 (M)	14°53'22" LT	997.00'	259.09'	130.28'	S82°35'21"E 258.36'
C4 (R)	14°53'21" LT	997.00'	259.08'	130.28'	S83°32'17"E 258.36'
C5	03°38'38" LT	997.00'	63.41'	31.72'	S76°57'59"E 63.40'

I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.

Erin D. Griffin 11/27/17
ERIN D. GRIFFIN DATE:
License number 19710
My License Renewal Date is December 31, 2017
Pages covered by this seal: _____
EXHIBIT "A" ONLY

DATE REVISED FEBRUARY 20, 2017
DATE DRAWN JANUARY 10, 2017

- ▲ FOUND SECTION CORNER
- FOUND RIGHT OF WAY RAIL
- FOUND IDOT ALUM. CAP (UNLESS OTHERWISE NOTED)



SCALE 1" = 50'



DESCRIPTION OF ATTACHED PLAT FOR PARCEL NO. 1

CARROLL COUNTY

PROJECT NO. CS-TSF-1125(615)--85-14

THE FEE SIMPLE TITLE GRANTED IS TO LAND DESCRIBED AS FOLLOWS:

A PART OF PLATTED 6TH STREET LYING NORTHERLY AND ADJACENT TO LOTS 1, 2, 3 AND 4 OF BRUNER'S FIRST ADDITION TO THE CITY OF CARROLL, CARROLL COUNTY, IOWA AS SHOWN ON THE ACQUISITION PLAT EXHIBIT "A", ATTACHED HERETO AND BY REFERENCE MADE A PART HEREOF AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF SAID LOT 4; THENCE EASTERLY ALONG THE SOUTH RIGHT-OF-WAY LINE OF U.S. HIGHWAY 30 AND ALONG A CURVE CONCAVE NORTHERLY WHOSE RADIUS IS 997.00 FEET, WHOSE ARC LENGTH IS 63.41 FEET AND WHOSE CHORD BEARS SOUTH 76°57'59" EAST, 63.40 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING EASTERLY ALONG SAID SOUTH RIGHT-OF-WAY LINE AND ALONG A CURVE CONCAVE NORTHERLY WHOSE RADIUS IS 997.00 FEET, WHOSE ARC LENGTH IS 195.68 FEET AND WHOSE CHORD BEARS SOUTH 84°24'41" EAST, 195.37 FEET; THENCE SOUTH. 00°09'48" EAST, 12.13 FEET; THENCE WESTERLY ALONG A CURVE CONCAVE NORTHERLY WHOSE RADIUS IS 1015.00 FEET, WHOSE ARC LENGTH IS 120.75 FEET AND WHOSE CHORD BEARS NORTH 83°57'58" WEST, 120.67 FEET; THENCE NORTH 74°17'03" WEST, 31.76 FEET; THENCE NORTH 77°20'03" WEST, 44.99 FEET TO THE POINT OF BEGINNING AND CONTAINING 1,296 SQUARE FEET.

NOTE: THE NORTH LINE OF LOTS 1, 2, 3 AND 4 IS ASSUMED TO BEAR NORTH 70°00'47" WEST.

CARROLL COUNTY
CS-TSF-1125(615)--85-14
PARCEL 1

EXHIBIT 2
Information Only

TEMPORARY EASEMENT

For and in consideration of One Dollar (\$1.00), receipt of which is hereby acknowledged, the undersigned owners of the following described property located in Carroll, Carroll County, Iowa, to-wit:


SEE H.1 PLAT AND EXHIBIT "A"

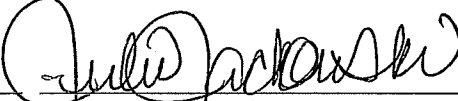
hereby grant and convey to the State of Iowa, a temporary easement to allow the State of Iowa, its agents, contractors, and employees the right of entry in, upon, and onto the above described property for the purpose of construction of a public improvement only for period of time until the public improvement is completed. This temporary easement shall commence upon the execution of this easement and shall terminate upon completion of the above stated public improvement project, not to exceed twenty-four (24) months from commencement. Should the project exceed twenty-four months, additional compensation would be awarded at the agreed to price for the extended duration.

The State of Iowa shall restore the above described real estate to a satisfactory condition after the public improvement is complete, and it shall be restored to substantially the same condition as prior to entry.

The undersigned do hereby grant this temporary easement to the State of Iowa and the undersigned confirm they own the above stated property; and have full authority to grant this temporary easement.

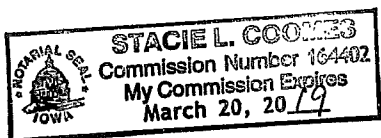
Signed and dated this 9 day of November, 2017.

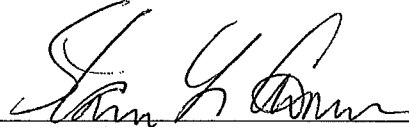

Michael R. Richardson, President


Julia L. Jackowski, Secretary

STATE OF IOWA
COUNTY OF POLK, ss

On this 9 day of November, 2017, before me the undersigned, a Notary Public in and for said State, personally appeared Michael R. Richardson, President and Julia L. Jackowski, Secretary, to me known to be the identical persons named in and who executed the foregoing instrument and acknowledged that they executed the same as their voluntary act and deed.




Notary Public

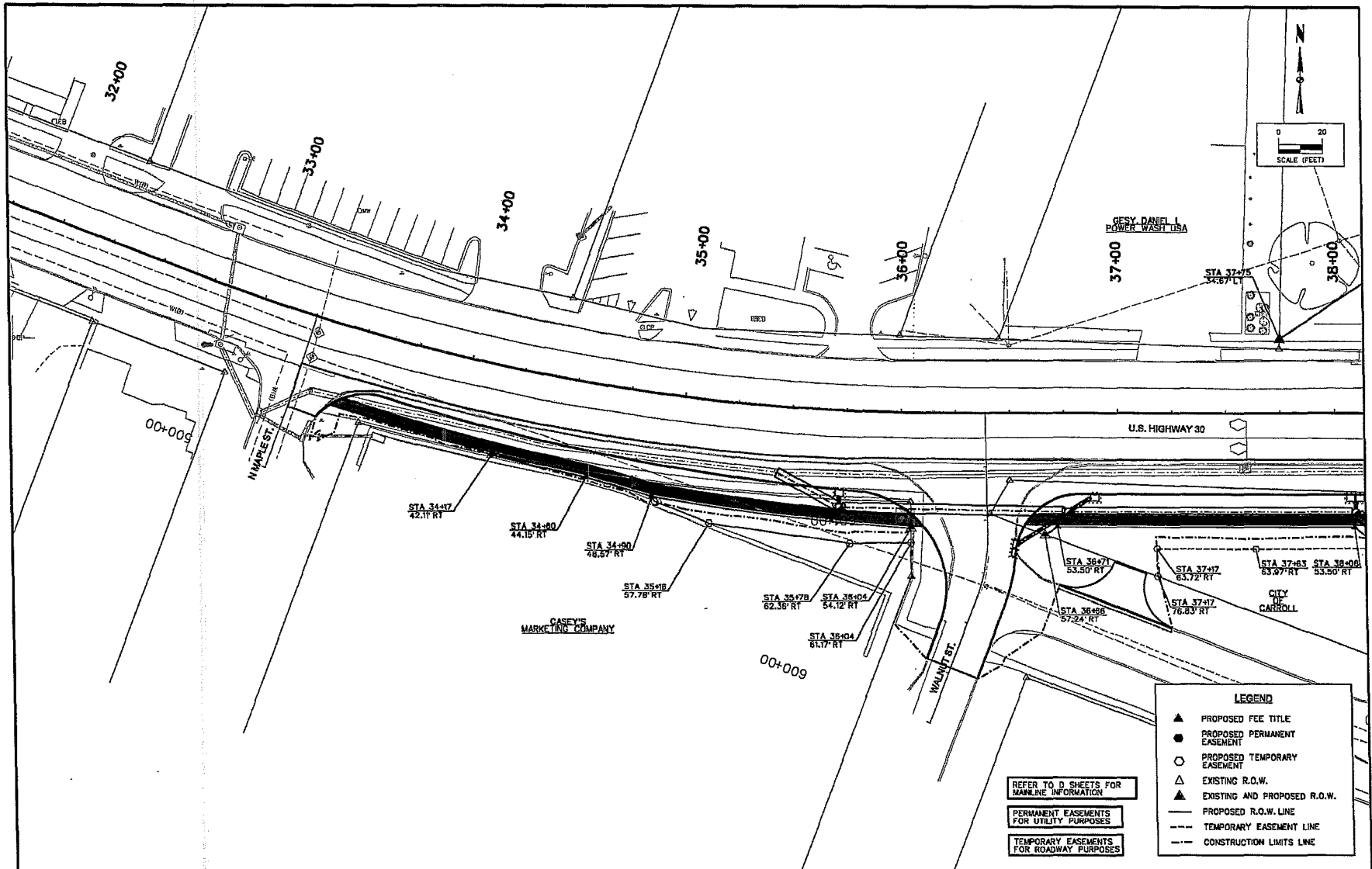


EXHIBIT "A"

TEMPORARY EASEMENT DESCRIPTION FOR PARCEL NO. 1

CARROLL COUNTY

PROJECT NO. CS-TSF-1125(615)--85-14

THE EASEMENT GRANTED IS TO LAND DESCRIBED AS FOLLOWS:

A PART OF PLATTED 6TH STREET LYING NORTHERLY AND ADJACENT TO LOTS 1, 2, 3 AND 4 OF BRUNER'S FIRST ADDITION TO THE CITY OF CARROLL, CARROLL COUNTY, IOWA AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF SAID LOT 4; THENCE EASTERLY ALONG THE SOUTH RIGHT-OF-WAY LINE OF U.S. HIGHWAY 30 AND ALONG A CURVE CONCAVE NORTHERLY WHOSE RADIUS IS 997.00 FEET, WHOSE ARC LENGTH IS 63.41 FEET AND WHOSE CHORD BEARS SOUTH 76°57'59" EAST, 63.40 FEET; THENCE SOUTH 77°20'03" EAST, 44.99 FEET; THENCE SOUTH 74°17'03" EAST, 31.76 FEET TO THE POINT OF BEGINNING; THENCE EASTERLY ALONG A CURVE CONCAVE NORTHERLY WHOSE RADIUS IS 1015.00 FEET, WHOSE ARC LENGTH IS 120.75 FEET AND WHOSE CHORD BEARS SOUTH 83°57'58" EAST, 120.67 FEET; THENCE SOUTH 00°01'53" WEST, 7.05 FEET; THENCE SOUTH 88°21'54" WEST, 28.38 FEET; THENCE NORTH 82°35'56" WEST, 65.86 FEET; THENCE NORTH 65°23'25" WEST, 28.95 FEET TO THE POINT OF BEGINNING AND CONTAINING 889 SQUARE FEET.

NOTE: THE NORTH LINE OF LOTS 2, 3 AND 4 IS ASSUMED TO BEAR NORTH 70°00'47" WEST.

RESOLUTION NO. _____

RESOLUTION APPROVING OFFER TO PURCHASE REAL ESTATE FOR PARCEL #2 CITY OF CARROLL FOR THE U.S. 30 – GRANT ROAD INTERSECTION IMPROVEMENTS PROJECT.

WHEREAS, the City desires to construct the U.S. 30 – Grant Road Intersection Improvements project; and,

WHEREAS, the purchase of real estate is necessary for the construction of the project; and,

WHEREAS, the following have been prepared for the purchase of Parcel #2 from the City of Carroll:

Offer to Purchase Real Estate – Exhibit 1
Temporary Easement – Exhibit 2 (Information Only)

and,

WHEREAS, it is determined that the approval of the attached Exhibit is in the best interest of the project; and,

WHEREAS, City Policy 0307 is waived.

NOW, THEREFORE, BE IT RESOVLED that the Exhibit attached prepared for the purchase of Parcel #2 from the City of Carroll is approved.

Passed and approved by the Carroll City Council this 8th day of January, 2018.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Eric P. Jensen, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

STATE OF IOWA
OFFER TO PURCHASE

To Seller: CITY OF CARROLL, IOWA (Parcel #2)

1. Property Description. The State of Iowa intends to acquire the real property owned by you situated in Carroll County, Iowa, and legally described on the attached Exhibit(s), and is, by this reference, made a part hereof.

2. Price. State of Iowa agrees to pay \$0.00 per square foot, in cash, calculated as follows, and other good and valuable consideration:

TYPE	AMOUNT	PRICE	TOTAL
Fee Acquisition	4,021 s.f.	\$0.00/square foot	\$0.00
Temporary Easement	1,665 s.f.	\$0.00/square foot	\$0.00
TOTAL			\$0.00
TOTAL COMPENSATION			\$0.00

3. Purpose of the Acquisition. Right-of-way and/or easements are being acquired for the purpose of grading and paving roadway.

4. Real Estate Taxes. The acquisition shall not affect the liability of the Sellers for payment of real estate taxes when due.

5. Special Assessments. This acquisition shall not relieve the Seller of Seller's liability for payment of any special assessments against the real estate.

6. Possession. Possession shall be upon receipt of funds.

7. Release of Mortgages. If requested to do so, Sellers shall obtain a release of all mortgages and liens against the described real estate on or before the closing date of this transaction. Sellers shall convey good and merchantable title to the State of Iowa.

8. Conveyance. Upon payment of the purchase price, Sellers shall convey the real estate to the State of Iowa, in accordance with the form provided by the City of Carroll, Iowa.

9. Joinder by Seller's Spouse. Seller's spouse, if applicable, and if not a titleholder immediately preceding acceptance of this offer, executes this contract only for the purpose of relinquishing all rights of dower, homestead and distributive share, or in compliance with Section 561.13 of the Code of Iowa, and agrees to execute the warranty deed for this purpose only.

10. Time is of the Essence. Time is of the essence in this contract.

11. Approval of Court. If the sale of this real estate is subject to Court approval, the fiduciary shall promptly submit this contract for such approval. If this contract is not so approved, it shall be void.

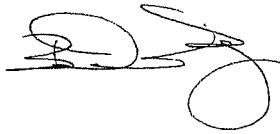
12. Contract Binding on Successors-in-Interest. This contract shall apply to and bind the successors-in-interest of the Sellers, and Sellers agree to warrant good and sufficient title. Names and addresses of lienholders are:

13. Construction. Words and phrases shall be construed as in the singular or plural number, and as masculine, feminine, or neuter gender, according to the context.

14. Approval By the City of Carroll, Iowa. This easement shall not be binding until it has received the final approval and acceptance by the City of Carroll.

Dated at Ankeny, Iowa, this _____ day of MAY, 2017.

FOR THE STATE OF IOWA



By: _____

Snyder & Associates, Inc.

THIS OFFER IS ACCEPTED on this 28th day of August, 2017.

By: 
Eric P. Jensen, Mayor

By: _____

Approved by the City Council, City of Carroll, Iowa on the _____ day of _____, 2017, by Resolution No. _____.

By: _____
Eric P. Jensen, Mayor

Attest: _____
Laura A. Schaefer, City Clerk

EXHIBITS

DESCRIPTION OF ATTACHED PLAT FOR PARCEL NO. 2

CARROLL COUNTY PROJECT NO. CS-TSF-1125(615)--85-14

THE FEE SIMPLE TITLE GRANTED IS TO LAND DESCRIBED AS FOLLOWS:

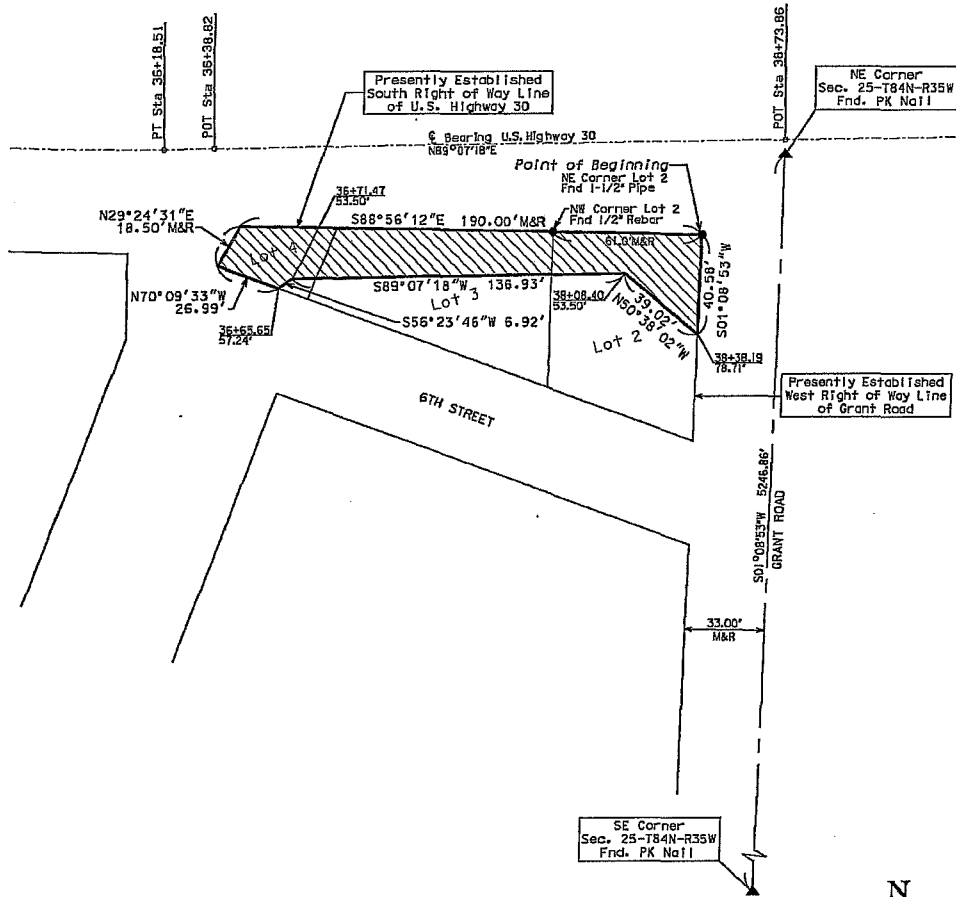
A PART OF LOTS 2, 3 AND 4 OF THE IRREGULAR SURVEY OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 25, TOWNSHIP 84 NORTH, RANGE 35 WEST OF THE 5TH P.M., CITY OF CARROLL, CARROLL COUNTY, IOWA AS SHOWN ON THE ACQUISITION PLAT EXHIBIT "A", ATTACHED HERETO AND BY REFERENCE MADE A PART HEREOF AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF SAID LOT 2; THENCE SOUTH 01°08'53" WEST ALONG THE WEST RIGHT-OF-WAY LINE OF GRANT ROAD, 40.58 FEET; THENCE NORTH 50°38'02" WEST, 39.02 FEET; THENCE SOUTH 89°07'18" WEST, 136.93 FEET; THENCE SOUTH 56°23'46" WEST, 6.92 FEET TO THE NORTH RIGHT-OF-WAY LINE OF 6TH STREET; THENCE NORTH 70°09'33" WEST ALONG SAID NORTH RIGHT-OF-WAY LINE, 26.99 FEET TO THE SOUTHWEST CORNER OF SAID LOT 4; THENCE NORTH 29°24'31" EAST ALONG THE WEST LINE OF SAID LOT 4, A DISTANCE OF 18.50 FEET TO THE NORTHWEST CORNER OF SAID LOT 4; THENCE SOUTH 88°56'12" EAST ALONG THE SOUTH RIGHT-OF-WAY LINE OF U.S. HIGHWAY 30, A DISTANCE OF 190.00 FEET TO THE POINT OF BEGINNING AND CONTAINING 4,021 SQUARE FEET.

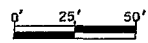
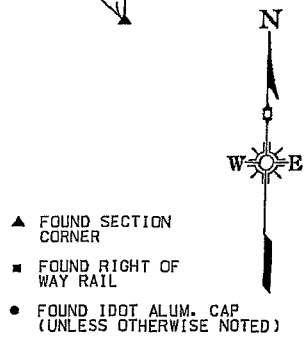
NOTE: THE NORTH LINE OF LOTS 2, 3 AND 4 IS ASSUMED TO BEAR SOUTH 88°56'12" EAST.

IOWA DEPARTMENT OF TRANSPORTATION
ACQUISITION PLAT
EXHIBIT "A"

COUNTY CARROLL STATE CONTROL NO. _____
PROJECT NO. CS-TSF-1125(615)--85-14 PARCEL NO. 02
SECTION 25 TOWNSHIP 84 NORTH RANGE 35 WEST
ROW-FEE 4.021 S.F. X EASE _____ AC EXCESS-FEE _____ AC
ACCESS RIGHTS ACQUIRED - STA _____ STA _____ MAIN LINE _____ SIDE
ACCESS RIGHTS ACQUIRED - STA _____ STA _____ SIDE ROAD _____ SIDE
ACQUIRED FROM _____



	I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.
	ERIN D. GRIFFIN DATE: _____
	License number <u>19710</u>
	My License Renewal Date is December 31, 2017
	Pages covered by this seal: _____ EXHIBIT "A" ONLY



DATE REVISED _____
DATE DRAWN JANUARY 10, 2017

SCALE 1" = 50'

EXHIBIT "A"

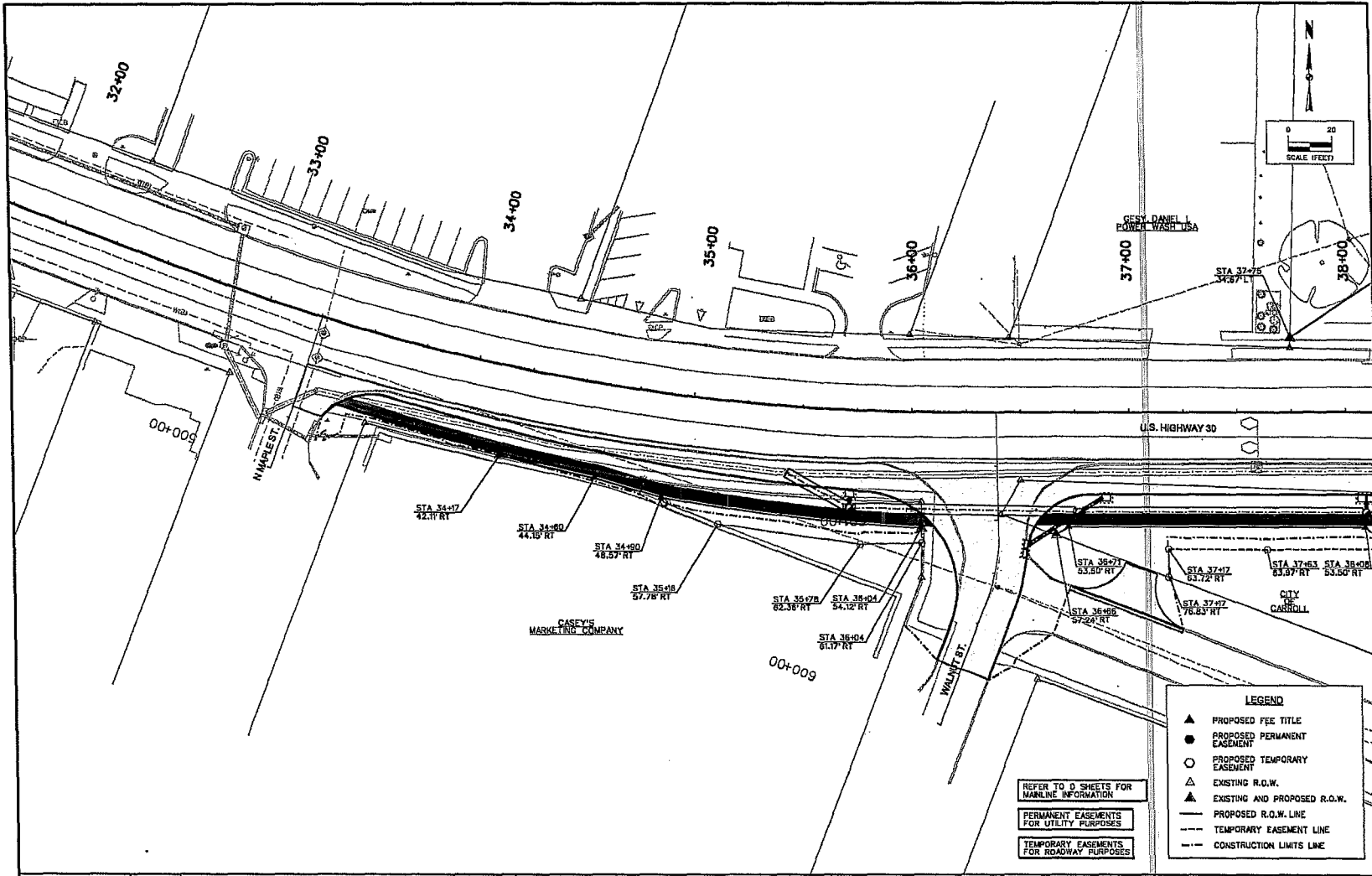
TEMPORARY EASEMENT DESCRIPTION FOR PARCEL NO. 2

CARROLL COUNTY PROJECT NO. CS-TSF-1125(615)--85-14

THE EASEMENT GRANTED IS TO LAND DESCRIBED AS FOLLOWS:

A PART OF LOTS 2, 3 AND 4 OF THE IRREGULAR SURVEY OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 25, TOWNSHIP 84 NORTH, RANGE 35 WEST OF THE 5TH P.M., CITY OF CARROLL, CARROLL COUNTY, IOWA AND MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHWEST CORNER OF SAID LOT 4; THENCE SOUTH 70°09'33" WEST ALONG THE NORTH RIGHT-OF-WAY LINE OF 6TH STREET, A DISTANCE OF 26.99 FEET TO THE POINT OF BEGINNING; THENCE NORTH 56°23'46" EAST, 6.92 FEET; THENCE NORTH 89°07'18" EAST, 136.93 FEET; THENCE SOUTH 50°38'02" EAST, 15.34 FEET; THENCE SOUTH 88°56'50" WEST, 102.66 FEET; THENCE SOUTH 00°51'50" EAST, 13.11 FEET TO THE NORTH RIGHT-OF-WAY LINE OF 6TH STREET; THENCE NORTH 70°09'33" WEST ALONG SAID NORTH RIGHT-OF-WAY LINE, 55.38 FEET TO THE POINT OF BEGINNING AND CONTAINING 1,665 SQUARE FEET.

NOTE: THE NORTH LINE OF LOTS 2, 3 AND 4 IS ASSUMED TO BEAR SOUTH 88°56'12" EAST.



RESOLUTION NO. _____

RESOLUTION APPROVING OFFER TO PURCHASE REAL ESTATE AND TENANT CONSENT FOR PARCEL #3 DONALD ISAAK AND RUTH ISAAK FOR THE U.S. 30 – GRANT ROAD INTERSECTION IMPROVEMENTS PROJECT.

WHEREAS, the City desires to construct the U.S. 30 – Grant Road Intersection Improvements project; and,

WHEREAS, the purchase of real estate and tenant consent are necessary for the construction of the project; and,

WHEREAS, the following have been prepared for the purchase of Parcel #3 from Donald Isaak and Ruth Isaak:

Offer to Purchase Real Estate – Exhibit 1

Tenant Consent – Todd & Nancy Jansonius dba Todd's Exhaust Pros – Exhibit 2

and,

WHEREAS, it is determined that the approval of the attached Exhibits is in the best interest of the project; and,

WHEREAS, City Policy 0307 is waived.

NOW, THEREFORE, BE IT RESOVLED that the Exhibits attached prepared for the purchase of Parcel #3 from Donald Isaak and Ruth Isaak are approved.

BE IT FURTHER RESOLVED that the following costs are approved for payment.

Donald & Ruth Isaak	\$1,840.00
Todd A. Jansonius	\$ 100.00

Passed and approved by the Carroll City Council this 8th day of January, 2018.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Eric P. Jensen, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

EXHIBIT 1

STATE OF IOWA
OFFER TO PURCHASE

To Seller: DONALD ISAAK and RUTH ISAAK, husband and wife (Parcel #3)

1. Property Description. The State of Iowa intends to acquire the real property owned by you situated in Carroll County, Iowa, and legally described on the attached Exhibit(s); and is, by this reference, made a part hereof.

2. Price. State of Iowa agrees to pay \$12.00 per square foot, in cash, calculated as follows, and other good and valuable consideration:

TYPE	AMOUNT	PRICE	TOTAL
Fee Acquisition	153 s.f.	\$12.00/square foot	\$1,836.00
		TOTAL	\$1,836.00
		TOTAL COMPENSATION	\$1,840.00

3. Purpose of the Acquisition. Right-of-way and/or easements are being acquired for the purpose of grading and paving roadway.

4. Real Estate Taxes. The acquisition shall not affect the liability of the Sellers for payment of real estate taxes when due.

5. Special Assessments. This acquisition shall not relieve the Seller of Seller's liability for payment of any special assessments against the real estate.

6. Possession. Possession shall be upon receipt of funds.

7. Release of Mortgages. If requested to do so, Sellers shall obtain a release of all mortgages and liens against the described real estate on or before the closing date of this transaction. Sellers shall convey good and merchantable title to the State of Iowa.

8. Conveyance. Upon payment of the purchase price, Sellers shall convey the real estate to the State of Iowa, in accordance with the form provided by the City of Carroll, Iowa.

9. Joinder by Seller's Spouse. Seller's spouse, if applicable, and if not a titleholder immediately preceding acceptance of this offer, executes this contract only for the purpose of relinquishing all rights of dower, homestead and distributive share, or in compliance with Section 561.13 of the Code of Iowa, and agrees to execute the warranty deed for this purpose only.

10. Time is of the Essence. Time is of the essence in this contract.

11. Approval of Court. If the sale of this real estate is subject to Court approval, the fiduciary shall promptly submit this contract for such approval. If this contract is not so approved, it shall be void.

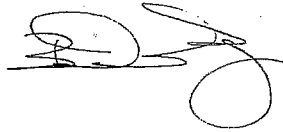
12. Contract Binding on Successors-in-Interest. This contract shall apply to and bind the successors-in-interest of the Sellers, and Sellers agree to warrant good and sufficient title. Names and addresses of lienholders are:

13. Construction. Words and phrases shall be construed as in the singular or plural number, and as masculine, feminine, or neuter gender, according to the context.

14. Approval By the City of Carroll, Iowa. This easement shall not be binding until it has received the final approval and acceptance by the City of Carroll.

Dated at Ankeny, Iowa, this _____ day of MAY, 2017.

FOR THE STATE OF IOWA



By: _____

Snyder & Associates, Inc.

THIS OFFER IS ACCEPTED on this _____ day of _____, 20__.

By: Donald Isaac

By: Ruth Isaac

Approved by the City Council, City of Carroll, Iowa on the _____ day of _____, 2017, by Resolution No. _____.

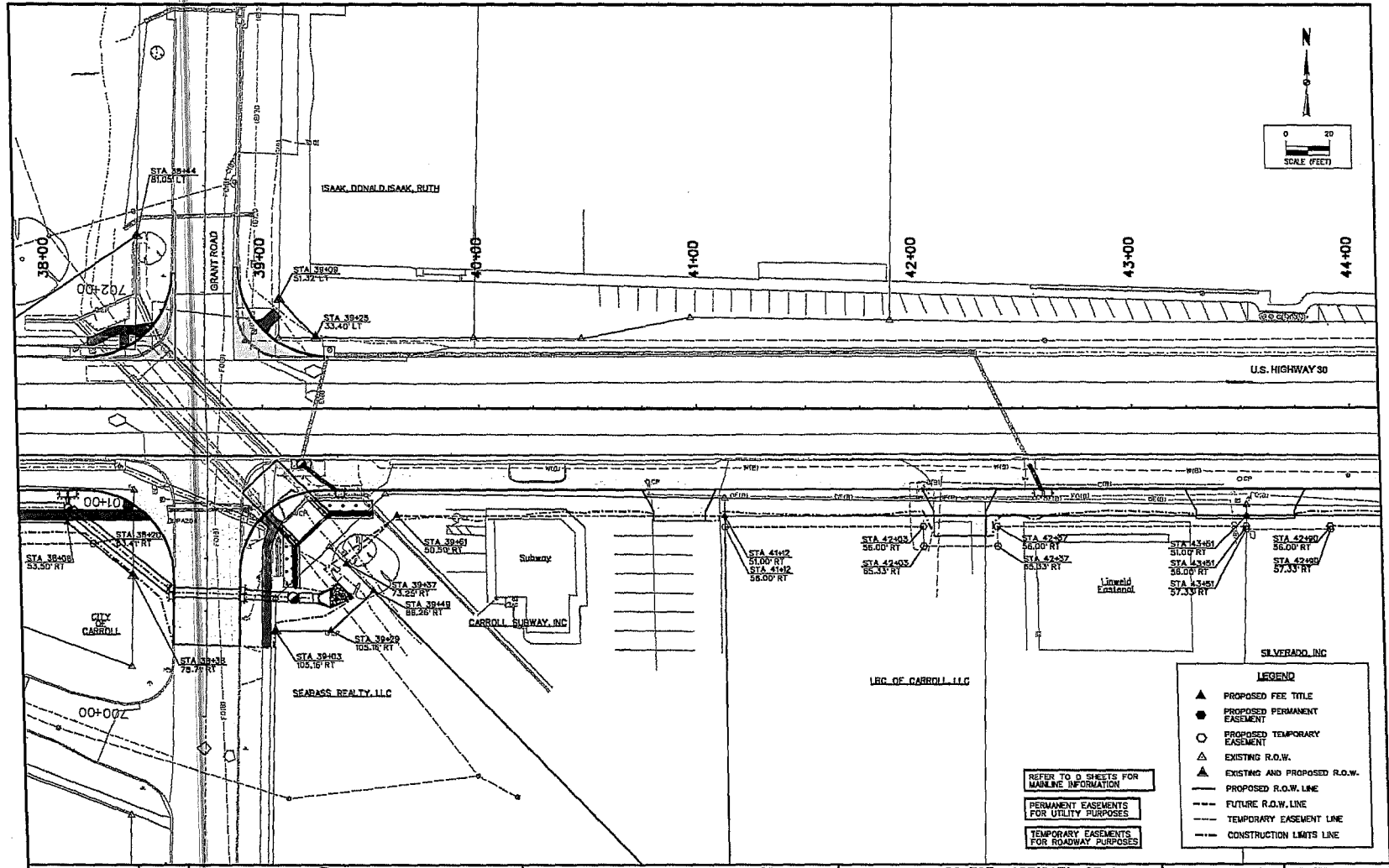
By: _____

_____, _____

Attest: _____

_____, _____

EXHIBIT



TENANT CONSENT

PARCEL: 3

PROJECT: CS-TSF-1125(615)—85-14 US HWY 30 & GRANT STREET, CARROLL, IA

GRANTOR: TODD & NANCY JANSONIUS (d/b/a TODD'S EXHAUST PROS)

THIS AGREEMENT made and entered this _____ day of _____, 2014, by and between Grantor, and the STATE OF IOWA, Grantee.

- 1. Grantee agrees to buy and GRANTOR HEREBY CONVEYS to Grantee, Grantor's leasehold ~~interest in the property, hereinafter referred to as the premises, described as follows:~~
Described in attached Plat(s).

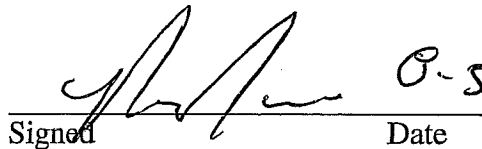
The premises also includes all estates, rights, title and interests and any leasehold, including all easements.

Grantor is tenant on the property of: DONALD ISAAK and RUTH ISAAK

- 2. GRANTOR MAY surrender possession of the premises prior to the time at which he has hereinafter agreed to do so, and agrees to give Grantee ten (10) days notice of Grantor's intention to do so by calling Grantee collect. GRANTOR GRANTS Grantee the immediate right to enter the premises for the purpose of gathering survey and engineering data.
- 3. Grantee agrees to pay \$100.00. GRANTOR AGREES to surrender physical possession of the premises on or before SURRENDER OF POSSESSION BY OWNER.
- 4. Grantor discharges Grantee from liability because of this agreement and the construction of this public improvement project.
- 5. Grantee hereby gives notice of Grantor's five-year right to renegotiate construction or maintenance damages not apparent at the time of the signing of this contract, as required by Section 472.52 of the Code of Iowa.
- 6. This written contract constitutes the entire agreement between Grantee and Grantor and there is not agreement to do or not to do any act or deed except as specifically provided for herein.
- 7. The contract is subject to the approval of the _____.

GRANTORS:


 Signed _____ Date 8/3/17


 Signed _____ Date 8-5-17

Todd Jansonius

Nancy Jansonius

WITNESS:


 Signed _____ Date 8.3.17

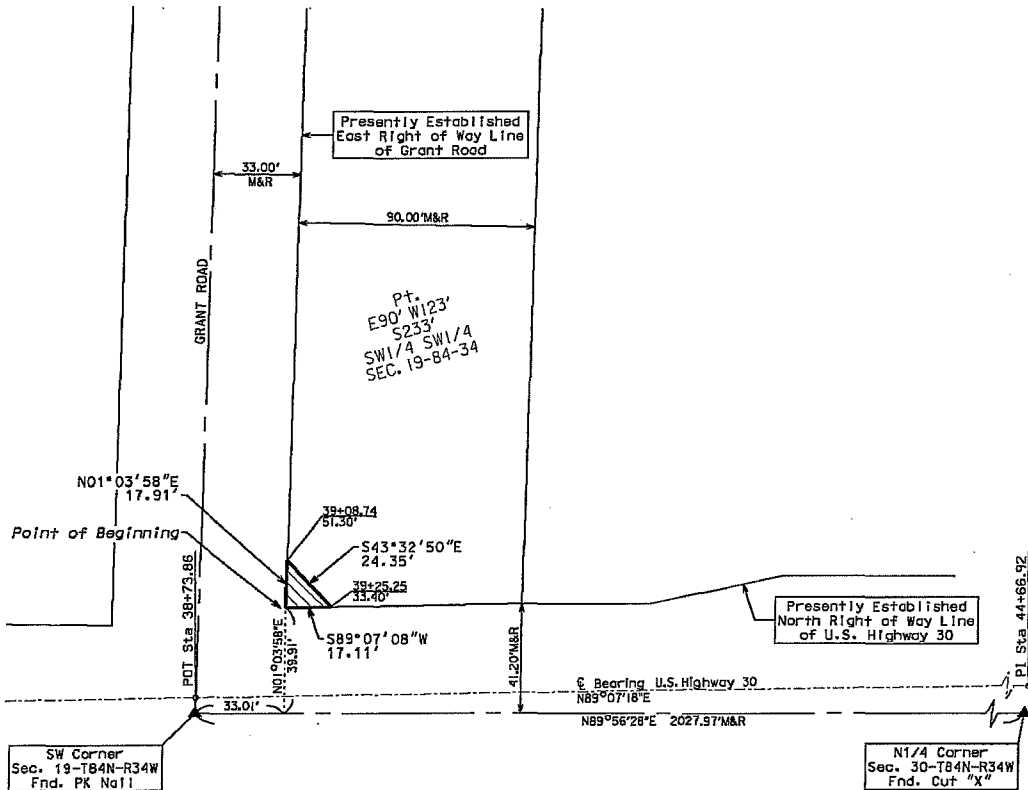
GRANTEE'S APPROVAL:

Date

Brian DePrez
Print Name

IOWA DEPARTMENT OF TRANSPORTATION
 ACQUISITION PLAT
 EXHIBIT "A"

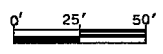
COUNTY CARROLL STATE CONTROL NO. _____
 PROJECT NO. CS-TSF-1125(615)--85-14 PARCEL NO. 03
 SECTION 19 TOWNSHIP 84 NORTH RANGE 34 WEST
 ROW-FEE 153 S.F. AC, EASE _____ AC EXCESS-FEE _____ AC
 ACCESS RIGHTS ACQUIRED - STA _____ STA _____ MAIN LINE _____ SIDE
 ACCESS RIGHTS ACQUIRED - STA _____ STA _____ SIDE ROAD _____ SIDE
 ACQUIRED FROM _____



	I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.
	ERIN D. GRIFFIN DATE: _____
	License number <u>19710</u>
	My License Renewal Date is December 31, 2017
	Pages covered by this seal: _____ <u>EXHIBIT "A" ONLY</u>



- ▲ FOUND SECTION CORNER
- FOUND RIGHT OF WAY RAIL
- FOUND IDDT ALUM. CAP (UNLESS OTHERWISE NOTED)



DATE REVISED _____
 DATE DRAWN JANUARY 10, 2017

SCALE 1" = 50'

RESOLUTION NO. _____

RESOLUTION APPROVING OFFER TO PURCHASE REAL ESTATE FOR PARCEL #4 SEABASS REALTY, LLC FOR THE U.S. 30 – GRANT ROAD INTERSECTION IMPROVEMENTS PROJECT.

WHEREAS, the City desires to construct the U.S. 30 – Grant Road Intersection Improvements project; and,

WHEREAS, the purchase of real estate is necessary for the construction of the project; and,

WHEREAS, the following have been prepared for the purchase of Parcel #4 from Seabass Realty, LLC:

Offer to Purchase Real Estate – Exhibit 1
and,

WHEREAS, it is determined that the approval of the attached Exhibit is in the best interest of the project; and,

WHEREAS, City Policy 0307 is waived.

NOW, THEREFORE, BE IT RESOVLED that the Exhibit attached prepared for the purchase of Parcel #4 from Seabass Realty, LLC is approved.

BE IT FURTHER RESOLVED that the following cost is approved for payment.

Seabass Realty, LLC	\$8,830.00
---------------------	------------

Passed and approved by the Carroll City Council this 8th day of January, 2018.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Eric P. Jensen, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

STATE OF IOWA
OFFER TO PURCHASE

To Seller: SEABASS REALTY, LLC (Parcel #4)

1. Property Description. The State of Iowa intends to acquire the real property owned by you situated in Carroll County, Iowa, and legally described on the attached Exhibit(s), and is, by this reference, made a part hereof.

2. Price. State of Iowa agrees to pay \$8.00 per square foot, in cash, calculated as follows, and other good and valuable consideration:

TYPE	AMOUNT	PRICE	TOTAL
Fee Acquisition	1,103 s.f.	\$8.00/square foot	\$8,824.00
		\$	\$
TOTAL			\$8,824.00
TOTAL COMPENSATION			\$8,830.00

3. Purpose of the Acquisition. Right-of-way and/or easements are being acquired for the purpose of grading and paving roadway.

4. Real Estate Taxes. The acquisition shall not affect the liability of the Sellers for payment of real estate taxes when due.

5. Special Assessments. This acquisition shall not relieve the Seller of Seller's liability for payment of any special assessments against the real estate.

6. Possession. Possession shall be upon receipt of funds.

7. Release of Mortgages. If requested to do so, Sellers shall obtain a release of all mortgages and liens against the described real estate on or before the closing date of this transaction. Sellers shall convey good and merchantable title to the State of Iowa.

8. Conveyance. Upon payment of the purchase price, Sellers shall convey the real estate to the State of Iowa, in accordance with the form provided by the City of Carroll, Iowa.

9. Joinder by Seller's Spouse. Seller's spouse, if applicable, and if not a titleholder immediately preceding acceptance of this offer, executes this contract only for the purpose of relinquishing all rights of dower, homestead and distributive share, or in compliance with Section 561.13 of the Code of Iowa, and agrees to execute the warranty deed for this purpose only.

10. Time is of the Essence. Time is of the essence in this contract.

11. Approval of Court. If the sale of this real estate is subject to Court approval, the fiduciary shall promptly submit this contract for such approval. If this contract is not so approved, it shall be void.

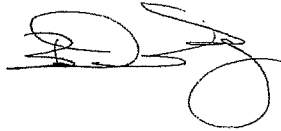
12. Contract Binding on Successors-in-Interest. This contract shall apply to and bind the successors-in-interest of the Sellers, and Sellers agree to warrant good and sufficient title. Names and addresses of lienholders are:

13. Construction. Words and phrases shall be construed as in the singular or plural number, and as masculine, feminine, or neuter gender, according to the context.

14. Approval By the City of Carroll, Iowa. This easement shall not be binding until it has received the final approval and acceptance by the City of Carroll.

Dated at Ankeny, Iowa, this 30 day of MAY, 2017.

FOR THE STATE OF IOWA



By: _____

Snyder & Associates, Inc.

THIS OFFER IS ACCEPTED on this 7 day of July, 2017.

By: Jim Dote

By: Julie R. Mayhall

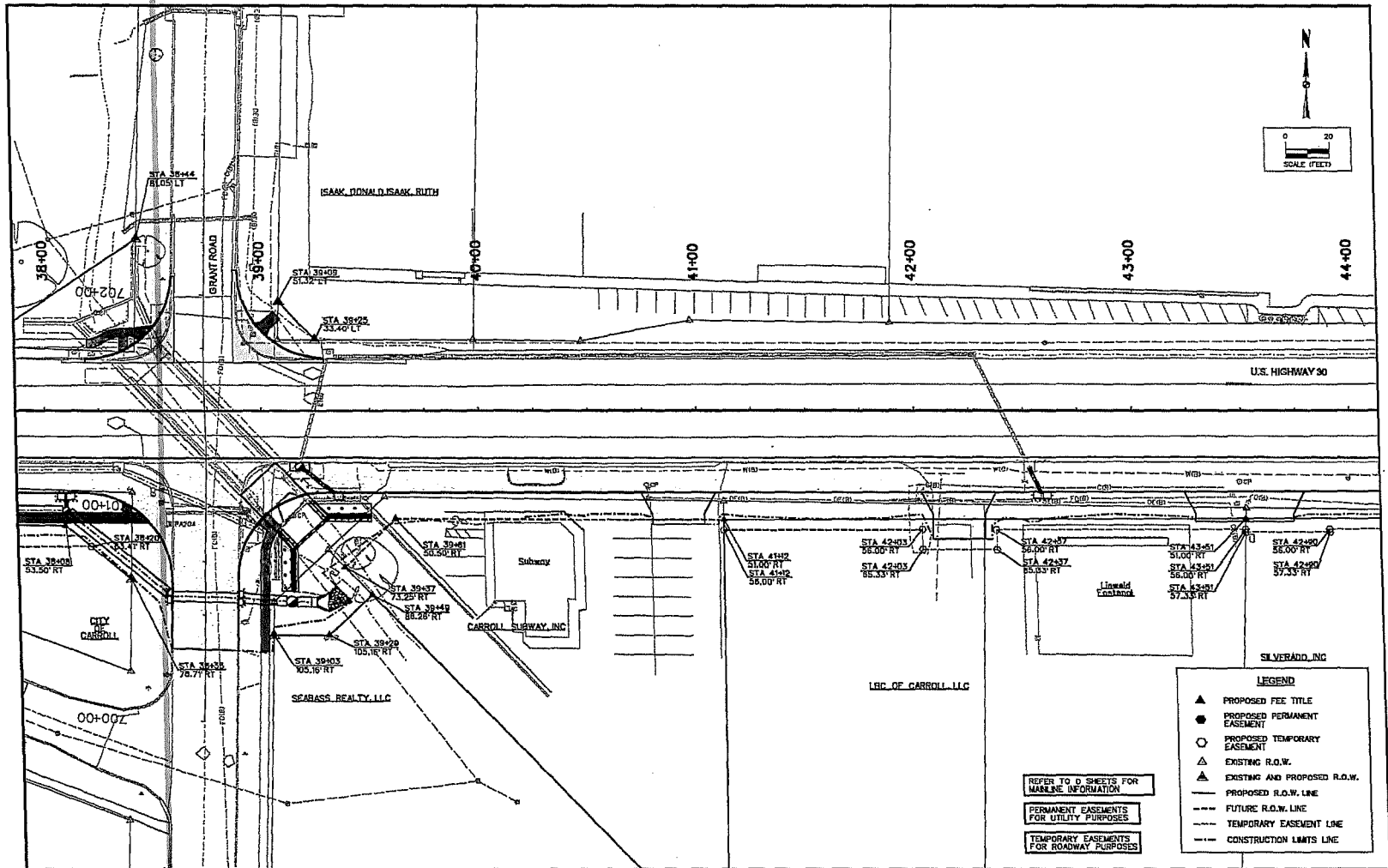
Approved by the City Council, City of Carroll, Iowa on the _____ day of _____, 2017, by Resolution No. _____.

By: _____

Attest: _____

_____, _____

EXHIBIT



RESOLUTION NO. _____

RESOLUTION APPROVING OFFER TO PURCHASE REAL ESTATE AND TENANT CONSENT FOR PARCEL #6 LBC OF CARROLL, LLC FOR THE U.S. 30 – GRANT ROAD INTERSECTION IMPROVEMENTS PROJECT.

WHEREAS, the City desires to construct the U.S. 30 – Grant Road Intersection Improvements project; and,

WHEREAS, the purchase of real estate and tenant consent are necessary for the construction of the project; and,

WHEREAS, the following have been prepared for the purchase of Parcel #6 from LBC of Carroll, LLC:

- Offer to Purchase Real Estate – Exhibit 1
- Temporary Easement – Exhibit 2 (Information Only)
- Tenant Consent – Salvage Sisters, LLC – Exhibit 3
- Tenant Consent – Randy Brockman dba R & R Construction – Exhibit 4

and,

WHEREAS, it is determined that the approval of the attached Exhibits is in the best interest of the project; and,

WHEREAS, City Policy 0307 is waived.

NOW, THEREFORE, BE IT RESOVLED that the Exhibits attached prepared for the purchase of Parcel #6 from LBC of Carroll, LLC are approved.

BE IT FURTHER RESOLVED that the following costs are approved for payment.

LBC of Carroll, LLC	\$31,470.00
Salvage Sisters, LLC	\$ 100.00
R & R Construction, Randy Brockman	\$ 100.00

Passed and approved by the Carroll City Council this 8th day of January, 2018.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Eric P. Jensen, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

EXHIBIT 1

Preparer Information: David S. Bruner, P.O. Box 863, Carroll, IA 51401 (712) 792-3480

**IN THE MATTER OF THE PURCHASE OF CERTAIN *
RIGHTS IN LAND BY THE STATE OF IOWA FOR * OFFER TO PURCHASE REAL
THE USE AND BENEFIT OF THE CITY OF * ESTATE AND ACCEPTANCE
CARROLL, IA IMPROVEMENTS OF U.S HWY 30 ***

US Highway 30 & Grant Road Intersection Improvement Project

TO: **LBC OF CARROLL, LLC**

City of Carroll, Iowa offers to buy Fee Title, Temporary Easement, Damages and Cost to Cure - Parking in real estate described as follows:

Said easements being more particularly described as follows:

Fee Title

See attached Exhibit A

Temporary Easement

See attached Description of Temporary Construction Easement

for the total sum of \$31,470.00 payable upon execution by The City of Carroll, Iowa

of the attached written instruments conveying the easements to the State of Iowa. This contract shall apply to and bind the successors in interest of the parties.

LBC OF CARROLL, LLC

By *Michael V. Greteman*
Michael V. Greteman, Manager

By *James Greteman*
James Greteman, Manager

STATE OF IOWA, CARROLL COUNTY, ss:

On this 29 day of November, 2017, before me the undersigned, a Notary Public in and for said State, personally appeared Michael V. Greteman, Manager and James Greteman, Manager, to me known to be the identical persons named in and who executed the foregoing instrument and acknowledged that they executed the same as their voluntary act and deed.



Jacquie S. Mason
Notary Public in and for said State of Iowa

Signed this _____ day of _____, A.D. 2017

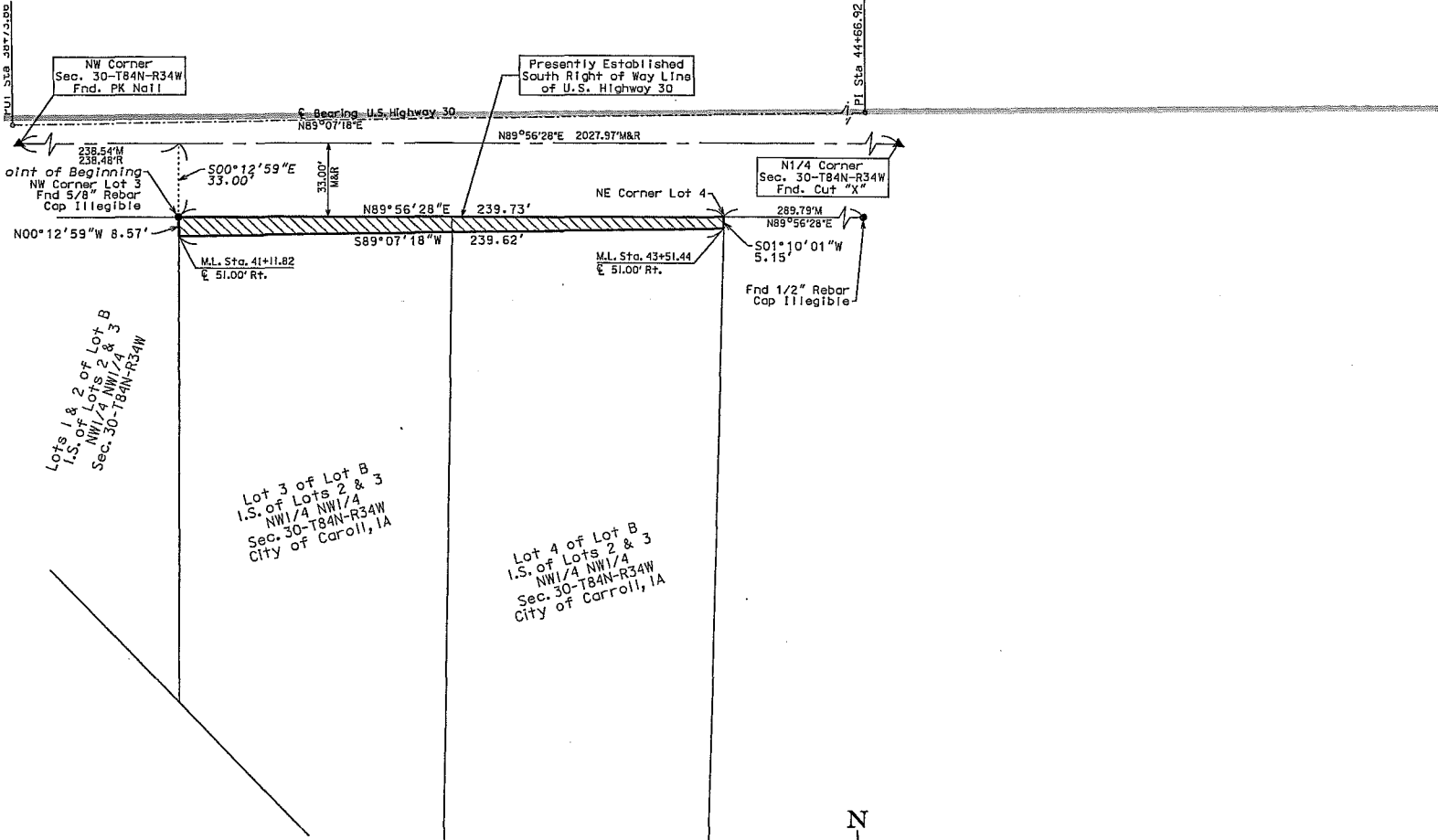
Eric P. Jensen, Mayor - City of Carroll, Iowa

Signed this _____ day of _____, A.D. 2017

Laura A. Schaefer, City Clerk - City of Carroll, Iowa

IOWA DEPARTMENT OF TRANSPORTATION
ACQUISITION PLAT
EXHIBIT "A"

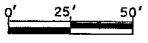
COUNTY CARROLL STATE CONTROL NO. _____
PROJECT NO. CS-TSF-1125(615)-85-14 PARCEL NO. 06
SECTION 30 TOWNSHIP 84 NORTH RANGE 34 WEST
ROW-FEE 1.644 S.F. AC, EASE _____ AC EXCESS-FEE _____ AC
ACCESS RIGHTS ACQUIRED - STA _____ STA _____ MAIN LINE _____ SIDE
ACCESS RIGHTS ACQUIRED - STA _____ STA _____ SIDE ROAD _____ SIDE
ACQUIRED FROM _____



	I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.
	<i>Erin D. Griffin</i> 11/27/17 ERIN D. GRIFFIN DATE:
	License number <u>19710</u>
	My License Renewal Date is December 31, 2017 Pages covered by this seal: <u>EXHIBIT "A" ONLY</u>



- ▲ FOUND SECTION CORNER
- FOUND RIGHT OF WAY RAIL
- FOUND IDOT ALUM. CAP (UNLESS OTHERWISE NOTED)



DATE REVISED FEBRUARY 20, 2017
DATE DRAWN JANUARY 10, 2017

SCALE 1" = 50'

DESCRIPTION OF ATTACHED PLAT FOR PARCEL NO. 6

CARROLL COUNTY

PROJECT NO. CS-TSF-1125(615)--85-14

THE FEE SIMPLE TITLE GRANTED IS TO LAND DESCRIBED AS FOLLOWS:

A PART OF LOTS 3 AND 4 OF LOT B OF THE IRREGULAR SURVEY OF LOTS 2 AND 3 OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 30, TOWNSHIP 84 NORTH, RANGE 34 WEST OF THE 5TH P.M., CITY OF CARROLL, CARROLL COUNTY, IOWA AS SHOWN ON THE ACQUISITION PLAT EXHIBIT "A", ATTACHED HERETO AND BY REFERENCE MADE A PART HEREOF AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF SAID SECTION 30; THENCE NORTH 89°56'28" EAST ALONG THE NORTH LINE OF SAID SECTION 30, A DISTANCE OF 238.54 FEET; THENCE SOUTH 00°12'59" EAST, 33.00 FEET TO THE NORTHWEST CORNER OF SAID LOT 3 AND TO THE POINT OF BEGINNING; THENCE NORTH 89°56'28" EAST ALONG THE NORTH LINE OF SAID LOTS 3 AND 4, A DISTANCE OF 239.73 FEET TO THE NORTHEAST CORNER OF SAID LOT 4; THENCE SOUTH 01°10'01" WEST ALONG THE EAST LINE OF SAID LOT 4, A DISTANCE OF 5.15 FEET; THENCE SOUTH 89°07'18" WEST, 239.62 FEET TO THE WEST LINE OF SAID LOT 3; THENCE NORTH 00°12'59" WEST ALONG SAID WEST LINE, 8.57 FEET TO THE POINT OF BEGINNING AND CONTAINING 1,644 SQUARE FEET.

NOTE: THE NORTH LINE OF THE NORTHWEST 1/4 OF SAID SECTION 30 IS ASSUMED TO BEAR NORTH 89°56'28" EAST.

CARROLL COUNTY
CS-TSF-1125(615)--85-14
PARCEL 6

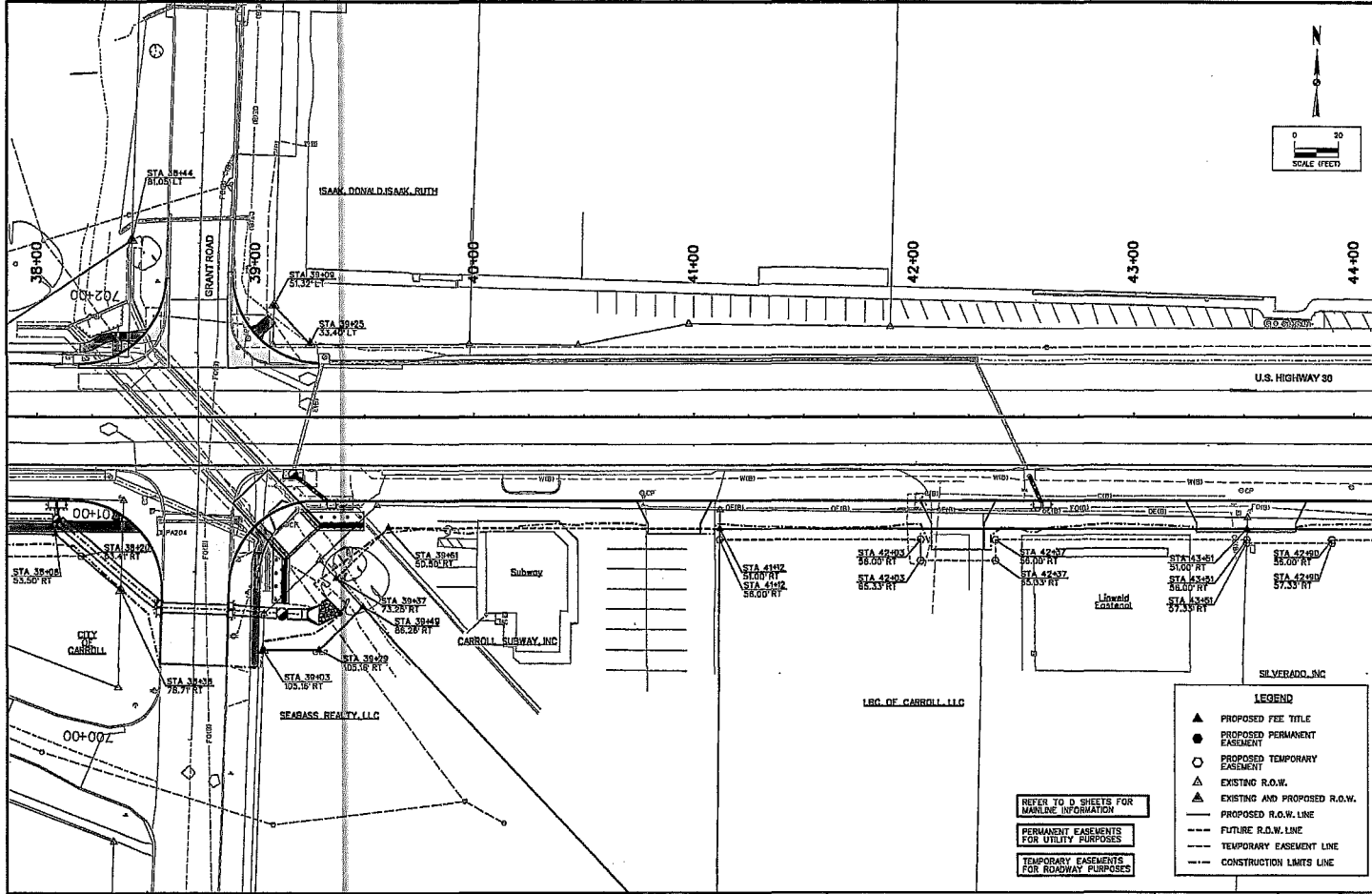


EXHIBIT 2
Information Only

TEMPORARY EASEMENT

For and in consideration of One Dollar (\$1.00), receipt of which is hereby acknowledged, the undersigned owners of the following described property located in Carroll, Carroll County, Iowa, to-wit:

SEE ATTACHED EXHIBIT "H.2" and LEGAL DESCRIPTION

hereby grant and convey to the State of Iowa, a temporary easement to allow the State of Iowa, its agents, contractors, and employees the right of entry in, upon, and onto the above described property for the purpose of construction of a public improvement only for period of time until the public improvement is completed. This temporary easement shall commence upon the execution of this easement and shall terminate upon completion of the above stated public improvement project.

It is further agreed that the undersigned hereby releases the State of Iowa from liability and relinquishes any claim for damages to the property above described arising out of the above described public project.

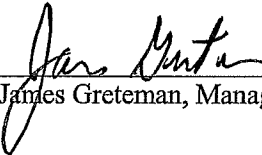
The State of Iowa shall restore the above described real estate to a satisfactory condition after the public improvement is complete, and it shall be restored to substantially the same condition as prior to entry.

The undersigned do hereby grant this temporary easement to the State of Iowa and the undersigned confirm they own the above stated property; and have full authority to grant this temporary easement.

Signed and dated this 29th day of NOV, 2017.



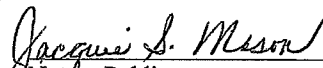
Michael V. Greteman, Manager



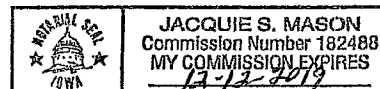
James Greteman, Manager

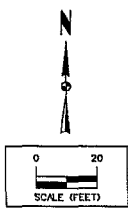
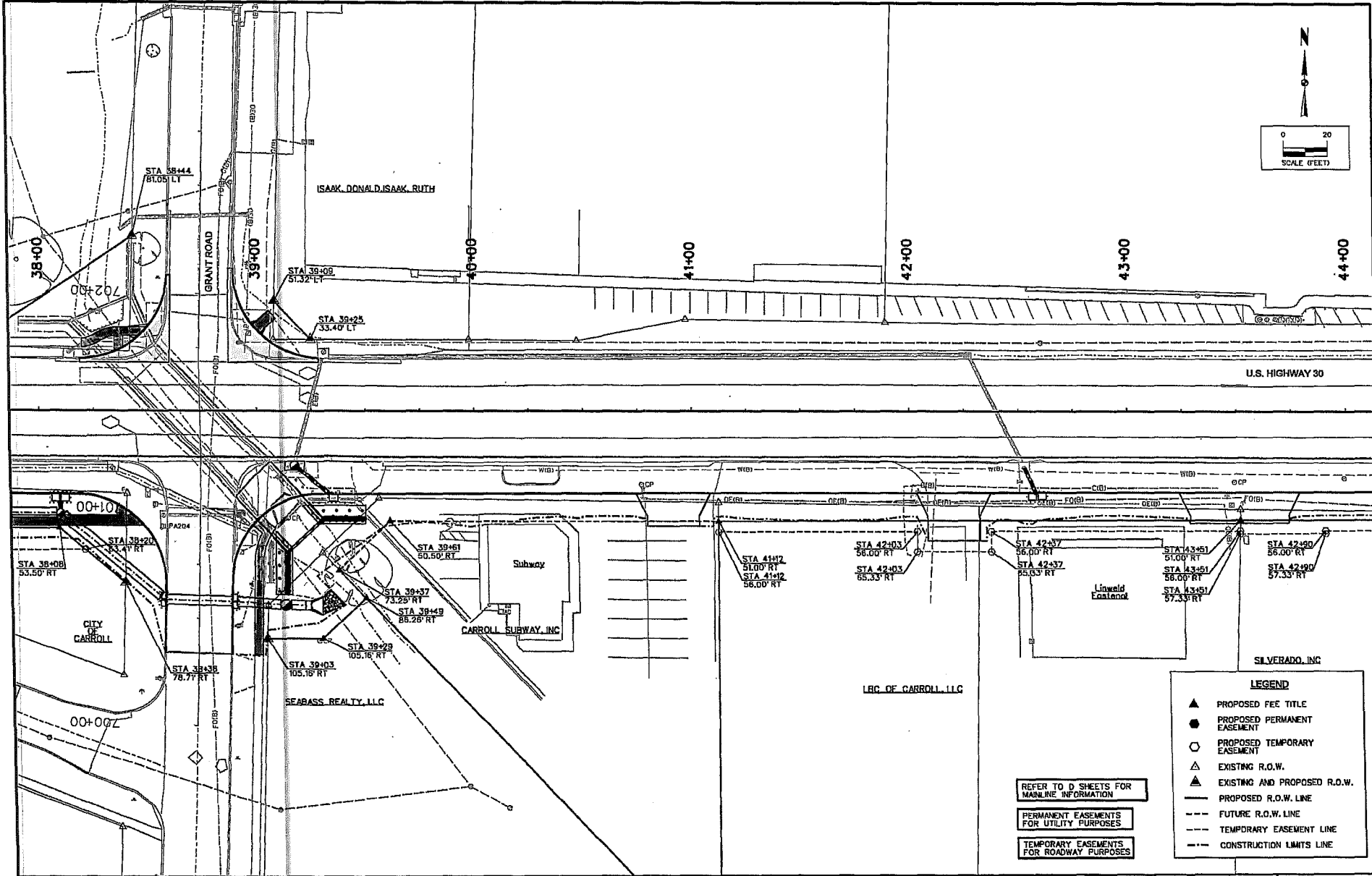
STATE OF IOWA
COUNTY OF CARROLL, ss

On this 29 day of November, 2017, before me the undersigned, a Notary Public in and for said State, personally appeared MICHAEL V. GRETEMAN and JAMES GRETEMAN, Managing Managers to LBC of Carroll, LLC, to me known to be the identical persons named in and who executed the foregoing instrument and acknowledged that they executed the same as their voluntary act and deed.



Notary Public





- LEGEND**
- ▲ PROPOSED FEE TITLE
 - PROPOSED PERMANENT EASEMENT
 - PROPOSED TEMPORARY EASEMENT
 - △ EXISTING R.O.W.
 - ▲ EXISTING AND PROPOSED R.O.W.
 - PROPOSED R.O.W. LINE
 - - - FUTURE R.O.W. LINE
 - - - TEMPORARY EASEMENT LINE
 - - - CONSTRUCTION LIMITS LINE

REFER TO D SHEETS FOR MAINLINE INFORMATION

PERMANENT EASEMENTS FOR UTILITY PURPOSES

TEMPORARY EASEMENTS FOR ROADWAY PURPOSES

TENANT CONSENT

PARCEL: 6

PROJECT: CS-TSF-1125(615)—85-14 US HWY 30 & GRANT STREET, CARROLL, IA

GRANTOR: SALVAGE SISTERS, LLC

THIS AGREEMENT made and entered this _____ day of _____, 2017, by and between Grantor, and the STATE OF IOWA, Grantee.

- 1. Grantee agrees to buy and GRANTOR HEREBY CONVEYS to Grantee, Grantor's leasehold interest in the property, hereinafter referred to as the premises, described as follows:
Described in attached Plat(s).

The premises also includes all estates, rights, title and interests and any leasehold, including all easements.

Grantor is tenant on the property of: LBC of Carroll, LLC

- 2. GRANTOR MAY surrender possession of the premises prior to the time at which he has hereinafter agreed to do so, and agrees to give Grantee ten (10) days notice of Grantor's intention to do so by calling Grantee collect. GRANTOR GRANTS Grantee the immediate right to enter the premises for the purpose of gathering survey and engineering data.
- 3. Grantee agrees to pay \$100.00. GRANTOR AGREES to surrender physical possession of the premises on or before SURRENDER OF POSSESSION BY OWNER.
- 4. Grantor discharges Grantee from liability because of this agreement and the construction of this public improvement project.
- 5. Grantee hereby gives notice of Grantor's five-year right to renegotiate construction or maintenance damages not apparent at the time of the signing of this contract, as required by Section 472.52 of the Code of Iowa.
- 6. This written contract constitutes the entire agreement between Grantee and Grantor and there is not agreement to do or not to do any act or deed except as specifically provided for herein.
- 7. The contract is subject to the approval of the _____.

GRANTORS:

Krista Bundt
Krista Bundt

10/31/17
Date

Kendall Kennebeck
Kendall Kennebeck

10/31/17
Date

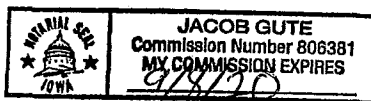
WITNESS:

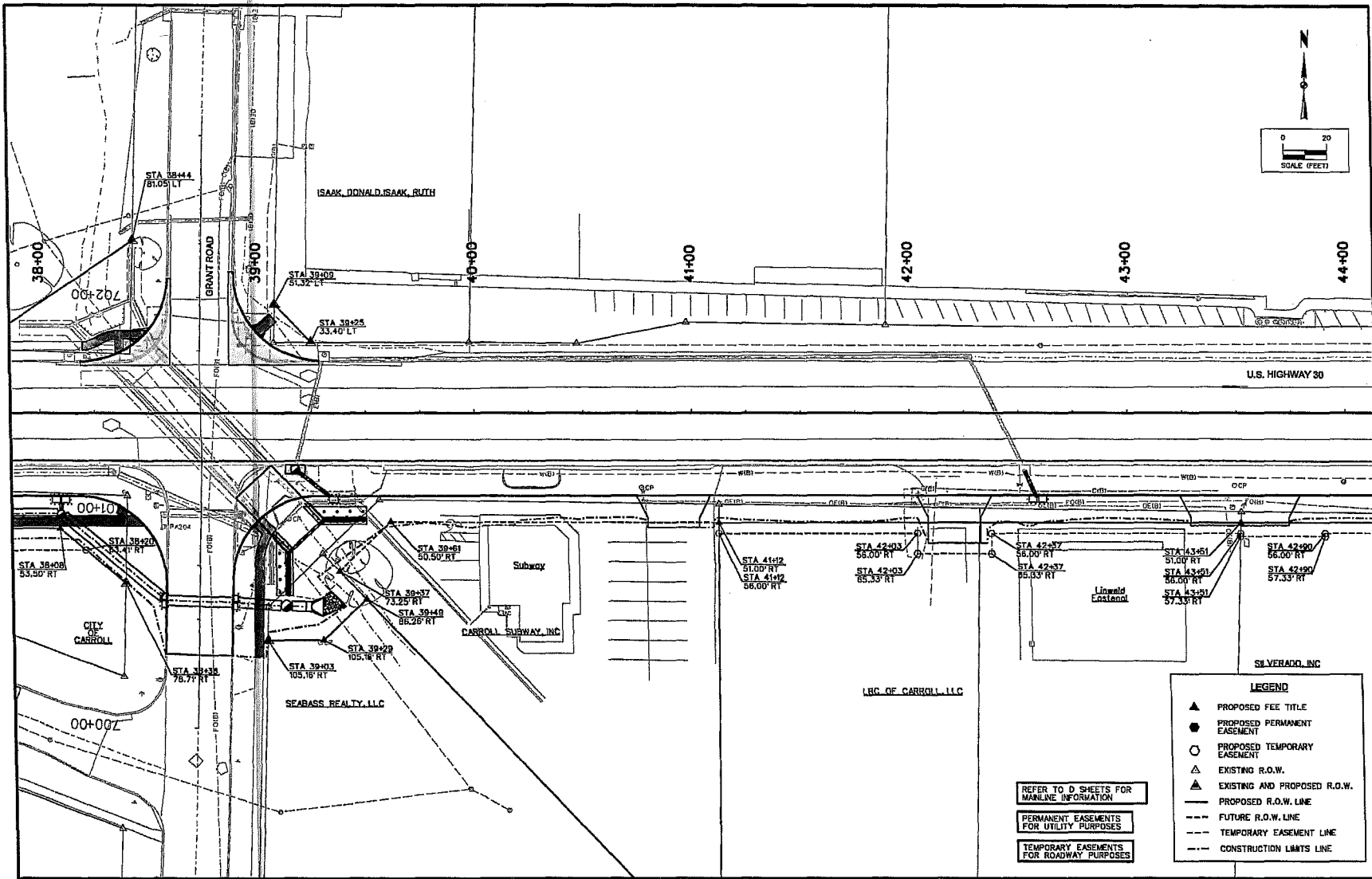
Jacob T Gute 10/31/17
Signed Date

GRANTEE'S APPROVAL:

Date

Jacob T Gute
Print Name

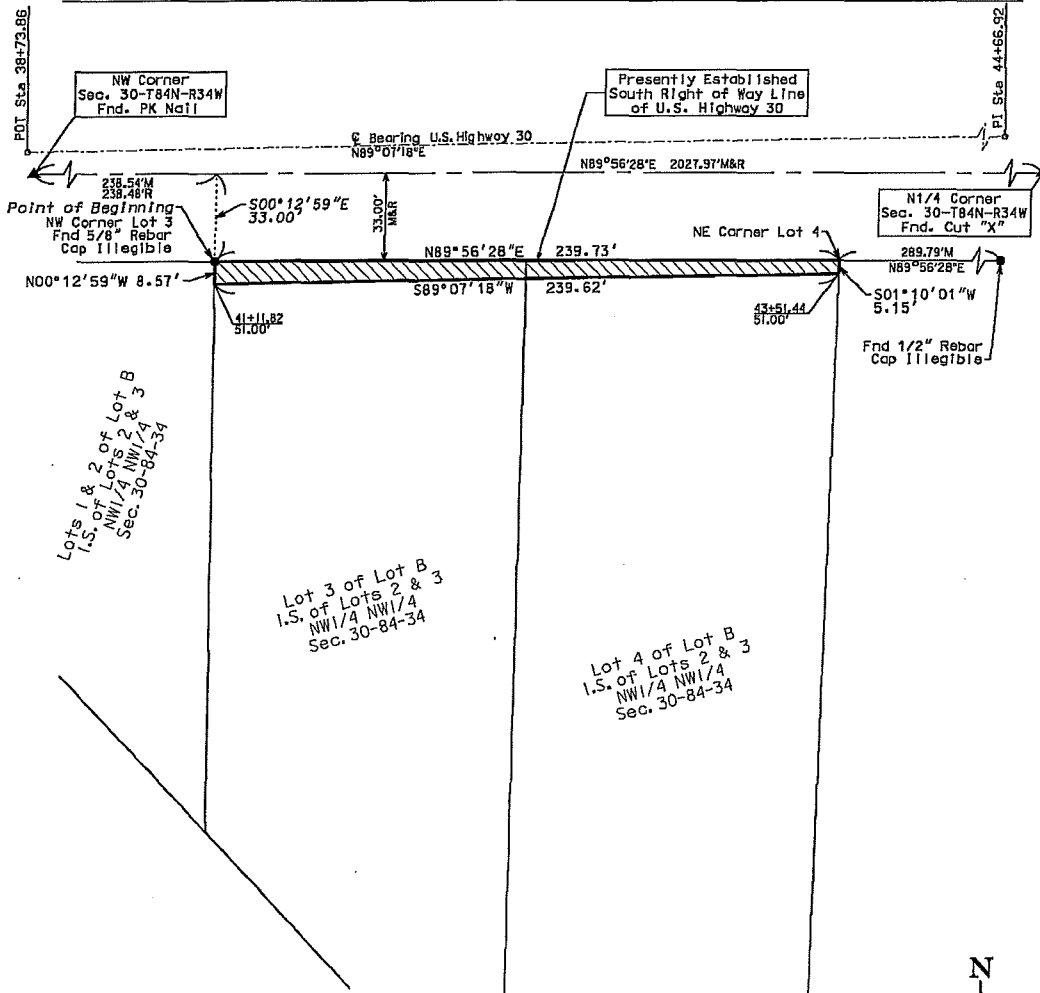




ENGLISH	IOWA DOT	DESIGN TEAM	Snyder & Associates	CARROLL COUNTY	PROJECT NUMBER	CS-TSF-1125(615)-85-14	SHEET NUMBER	H.2	REVISED
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IOWA DEPARTMENT OF TRANSPORTATION
ACQUISITION PLAT
EXHIBIT "A"

COUNTY CARROLL STATE CONTROL NO. _____
 PROJECT NO. CS-TSF-1125(615)--85-14 PARCEL NO. 06
 SECTION 30 TOWNSHIP 84 NORTH RANGE 34 WEST
 ROW-FEE 1,644 S.F. AC EASE _____ AC EXCESS-FEE _____ AC
 ACCESS RIGHTS ACQUIRED - STA _____ STA _____ MAIN LINE _____ SIDE
 ACCESS RIGHTS ACQUIRED - STA _____ STA _____ SIDE ROAD _____ SIDE
 ACQUIRED FROM _____

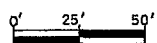


I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.

ERIN D. GRIFFIN DATE: _____
 License number 19710
 My License Renewal Date is December 31, 2017
 Pages covered by this seal: _____
EXHIBIT "A" ONLY

DATE REVISED _____
 DATE DRAWN JANUARY 10, 2017

SCALE 1" = 50'



TENANT CONSENT

PARCEL: 6

PROJECT: CS-TSF-1125(615)—85-14 US HWY 30 & GRANT STREET, CARROLL, IA

GRANTOR: RANDY BROCKMAN, (d/b/a R & R CONSTRUCTION)

THIS AGREEMENT made and entered this _____ day of _____, 2017, by and between Grantor, and the STATE OF IOWA, Grantee.

1. Grantee agrees to buy and GRANTOR HEREBY CONVEYS to Grantee, Grantor's leasehold interest in the property, hereinafter referred to as the premises, described as follows: Described in attached Plat(s).

The premises also includes all estates, rights, title and interests and any leasehold, including all easements.

Grantor is tenant on the property of: LBC of Carroll, LLC

2. GRANTOR MAY surrender possession of the premises prior to the time at which he has hereinafter agreed to do so, and agrees to give Grantee ten (10) days notice of Grantor's intention to do so by calling Grantee collect. GRANTOR GRANTS Grantee the immediate right to enter the premises for the purpose of gathering survey and engineering data.

3. Grantee agrees to pay \$100.00. GRANTOR AGREES to surrender physical possession of the premises on or before SURRENDER OF POSSESSION BY OWNER.

4. Grantor discharges Grantee from liability because of this agreement and the construction of this public improvement project.

5. Grantee hereby gives notice of Grantor's five-year right to renegotiate construction or maintenance damages not apparent at the time of the signing of this contract, as required by Section 472.52 of the Code of Iowa.

6. This written contract constitutes the entire agreement between Grantee and Grantor and there is not agreement to do or not to do any act or deed except as specifically provided for herein.

7. The contract is subject to the approval of the _____.

GRANTORS:

Randy Brockman 10-30-17
Signed Date

Signed Date

Randy Brockman
Print Name

Print Name

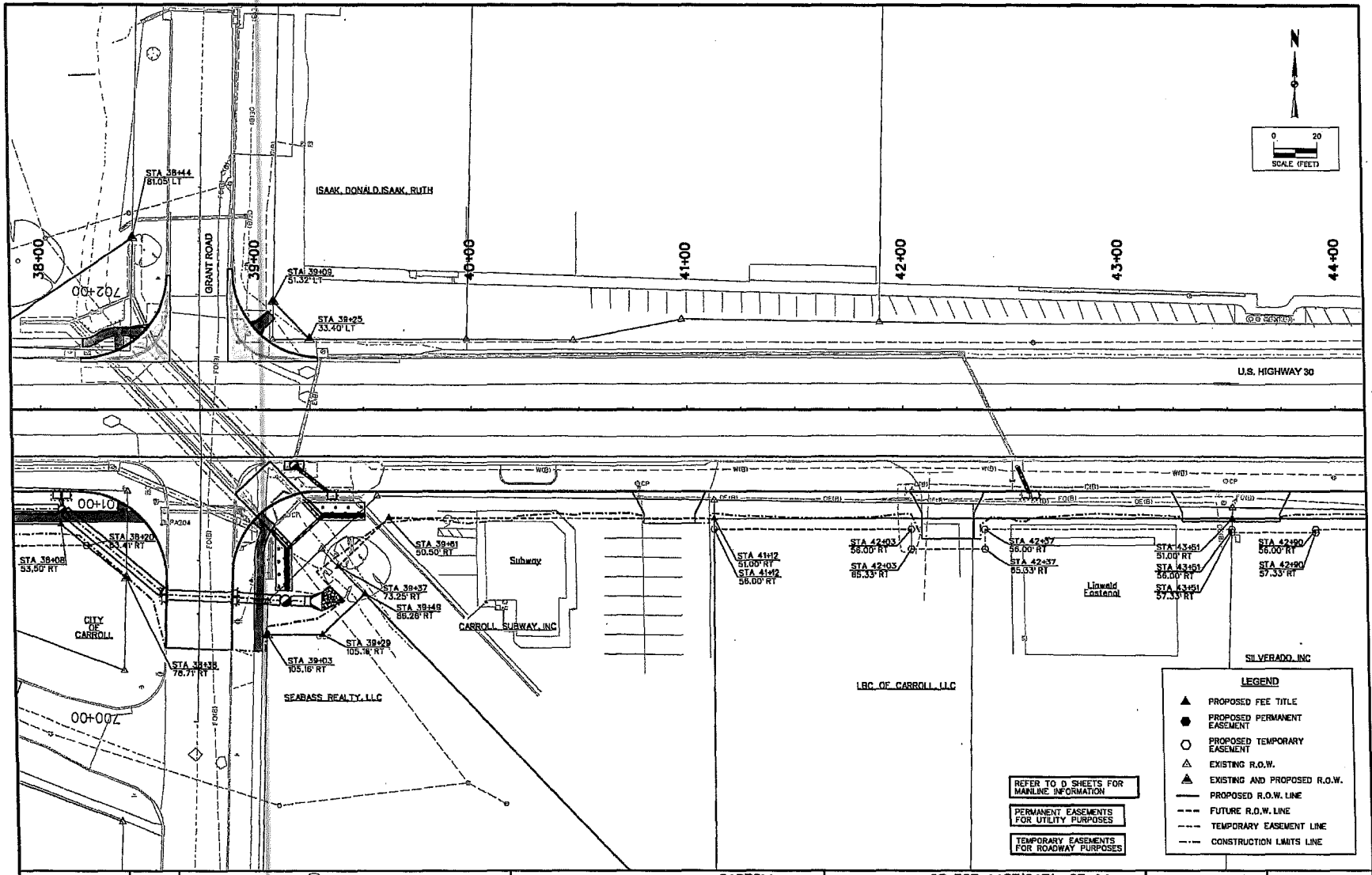
WITNESS:

GRANTEE'S APPROVAL:

Brian DePrez 10-30-17
Signed Date

Date

Brian DePrez
Print Name



- LEGEND**
- ▲ PROPOSED FEE TITLE
 - PROPOSED PERMANENT EASEMENT
 - PROPOSED TEMPORARY EASEMENT
 - △ EXISTING R.O.W.
 - ▲ EXISTING AND PROPOSED R.O.W.
 - PROPOSED R.O.W. LINE
 - - - FUTURE R.O.W. LINE
 - - - TEMPORARY EASEMENT LINE
 - - - CONSTRUCTION LIMITS LINE

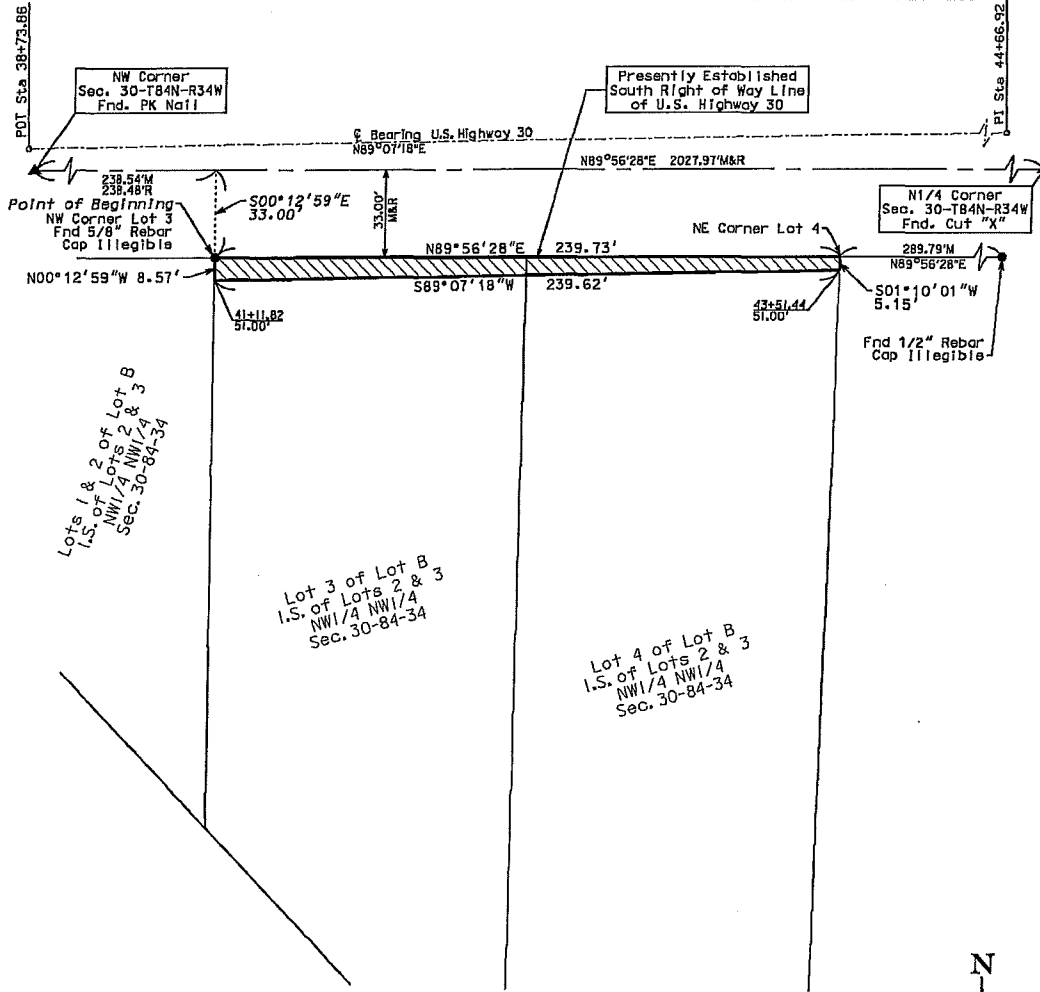
REFER TO D SHEETS FOR MAINLINE INFORMATION


PERMANENT EASEMENTS FOR UTILITY PURPOSES

TEMPORARY EASEMENTS FOR ROADWAY PURPOSES

IOWA DEPARTMENT OF TRANSPORTATION
ACQUISITION PLAT
EXHIBIT "A"

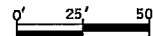
COUNTY CARROLL STATE CONTROL NO. _____
 PROJECT NO. CS-TSF-1125(615)--85-14 PARCEL NO. 06
 SECTION 30 TOWNSHIP 84 NORTH RANGE 34 WEST
 ROW-FEE 1.644 S.F. EASE _____ AC EXCESS-FEE _____ AC
 ACCESS RIGHTS ACQUIRED - STA _____ STA _____ MAIN LINE _____ SIDE
 ACCESS RIGHTS ACQUIRED - STA _____ STA _____ SIDE ROAD _____ SIDE
 ACQUIRED FROM _____



	I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.	
	ERIN D. GRIFFIN	DATE: _____
	License number <u>19710</u>	
	My License Renewal Date is December 31, 2017 Pages covered by this seal: _____ EXHIBIT "A" ONLY	



- ▲ FOUND SECTION CORNER
- FOUND RIGHT OF WAY RAIL
- FOUND IDDT ALUM. CAP (UNLESS OTHERWISE NOTED)



DATE REVISED _____

DATE DRAWN JANUARY 10, 2017

SCALE 1" = 50'

RESOLUTION NO. _____

RESOLUTION APPROVING OFFER TO PURCHASE REAL ESTATE AND TENANT CONSENT FOR PARCEL #7 SILVERADO, INC. FOR THE U.S. 30 – GRANT ROAD INTERSECTION IMPROVEMENTS PROJECT.

WHEREAS, the City desires to construct the U.S. 30 – Grant Road Intersection Improvements project; and,

WHEREAS, the purchase of real estate and tenant consent are necessary for the construction of the project; and,

WHEREAS, the following have been prepared for the purchase of Parcel #7 from Silverado, Inc.:

Offer to Purchase Real Estate – Exhibit 1
Temporary Easement – Exhibit 2 (Information Only)
Tenant Consent – Mark Tigges dba MC Country Cafe

and,

WHEREAS, it is determined that the approval of the attached Exhibits is in the best interest of the project; and,

WHEREAS, City Policy 0307 is waived.

NOW, THEREFORE, BE IT RESOVLED that the Exhibits attached prepared for the purchase of Parcel #7 from Silverado, Inc are approved.

BE IT FURTHER RESOLVED that the following costs are approved for payment.

Silverado, Inc.	\$15,690.00
Mark Tigges	\$ 100.00

Passed and approved by the Carroll City Council this 8th day of January, 2018.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Eric P. Jensen, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

EXHIBIT 1

Preparer Information: David S. Bruner, P.O. Box 863, Carroll, IA 51401 (712) 792-3480

IN THE MATTER OF THE PURCHASE OF CERTAIN *
RIGHTS IN LAND BY THE STATE OF IOWA FOR * OFFER TO PURCHASE REAL
THE USE AND BENEFIT OF THE CITY OF * ESTATE AND ACCEPTANCE
CARROLL, IA IMPROVEMENTS OF U.S HWY 30 *

US Highway 30 & Grant Road Intersection Improvement Project

TO: SILVERADO, INC.

City of Carroll, Iowa offers to buy Sign, Fee Title, Temporary Easement in real estate described as follows:

Said easements being more particularly described as follows:

Fee Title
See attached Exhibit A

Temporary Easement
See attached Description of Temporary Construction Easement

for the total sum of \$15,690.00 payable upon execution by The City of Carroll, Iowa

of the attached written instruments conveying the easements to the State of Iowa. This contract shall apply to and bind the successors in interest of the parties.

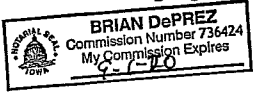
LBC OF CARROLL, LLC

[Signature]
Signed)

Kim TIEFFENTHALER PRES
Print Name and Title)

STATE OF IOWA, CARROLL COUNTY, ss:

On this 31 day of OCT, 2017, before me the undersigned, a Notary Public in and for said State, personally appeared KIM TIEFFENTHALER, to me known to be the identical persons named in and who executed the foregoing instrument and acknowledged that they executed the same as their voluntary act and deed.



[Signature]
Notary Public in and for said State of IOWA

Signed this 31 day of OCT, A.D. 2017

Eric P. Jensen, Mayor - City of Carroll, Iowa

Signed this ___ day of ___, A.D. 2017

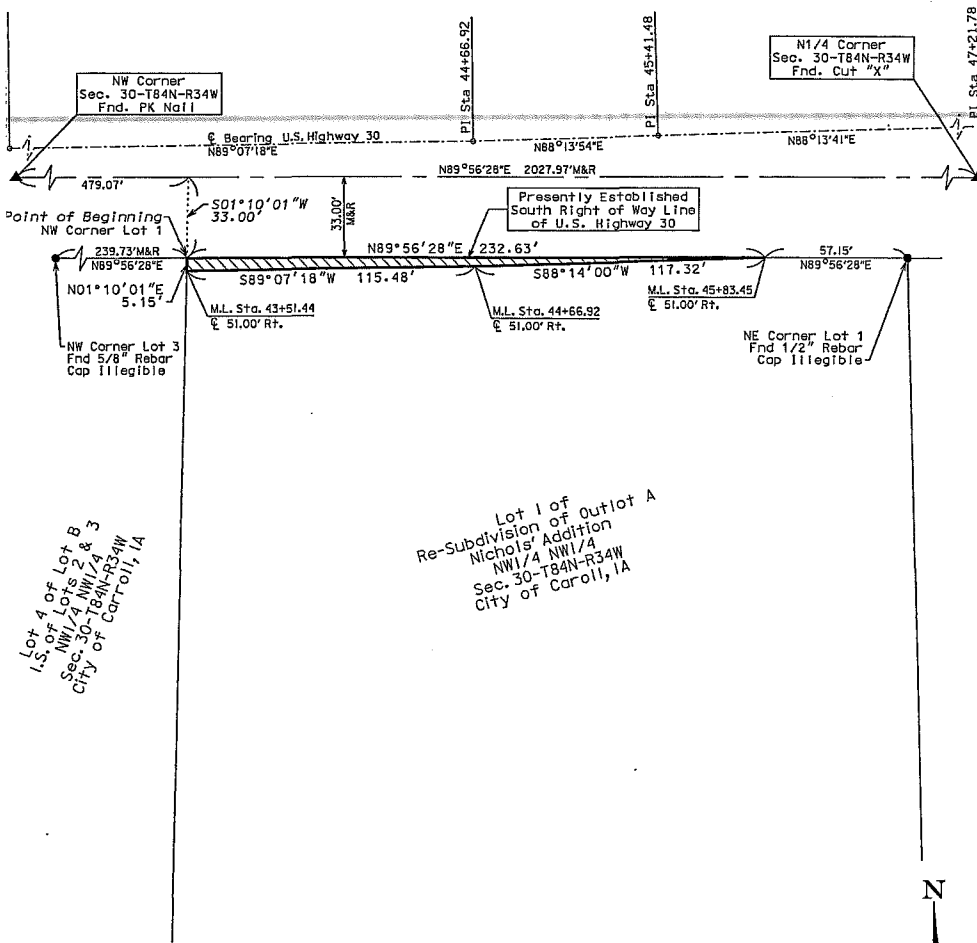
Laura A. Schaefer, City Clerk - City of Carroll, Iowa

IOWA DEPARTMENT OF TRANSPORTATION

ACQUISITION PLAT


EXHIBIT "A"

COUNTY CARROLL STATE CONTROL NO. _____
 PROJECT NO. CS-TSF-1125(615)--85-14 PARCEL NO. 07
 SECTION 30 TOWNSHIP 84 NORTH RANGE 34 WEST
 ROW-FEE 704 S.F. EASE _____ AC EXCESS-FEE _____ AC
 ACCESS RIGHTS ACQUIRED - STA _____ STA _____ MAIN LINE _____ SIDE
 ACCESS RIGHTS ACQUIRED - STA _____ STA _____ SIDE ROAD _____ SIDE
 ACQUIRED FROM _____



Lot 1 of
 Re-Subdivision of Outlot A
 Nichols' Addition
 NW1/4
 Sec. 30-T84N-R34W
 City of Carroll, IA

Lot 4 of Lot B
 I.S. of Lots 2, 3 & 4
 Sec. 30-T84N-R34W
 City of Carroll, IA



I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.

Erin D. Griffin 11/27/17
 ERIN D. GRIFFIN DATE: _____

License number 19710

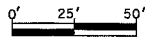
My License Renewal Date is December 31, 2017

Pages covered by this seal: _____

EXHIBIT "A" ONLY



- ▲ FOUND SECTION CORNER
- FOUND RIGHT OF WAY RAIL
- FOUND IDOT ALUM. CAP (UNLESS OTHERWISE NOTED)



DATE REVISED FEBRUARY 20, 2017

DATE DRAWN JANUARY 10, 2017

SCALE 1" = 50'

DESCRIPTION OF ATTACHED PLAT FOR PARCEL NO. 7

CARROLL COUNTY

PROJECT NO. CS-TSF-1125(615)--85-14

THE FEE SIMPLE TITLE GRANTED IS TO LAND DESCRIBED AS FOLLOWS:

A PART OF LOT 1 OF THE RE-SUBDIVISION OF OUTLOT A OF NICHOLS' ADDITION, IN THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 30, TOWNSHIP 84 NORTH, RANGE 34 WEST OF THE 5TH P.M., CITY OF CARROLL, CARROLL COUNTY, IOWA AS SHOWN ON THE ACQUISITION PLAT EXHIBIT "A", ATTACHED HERETO AND BY REFERENCE MADE A PART HEREOF AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF SAID SECTION 30; THENCE NORTH 89°56'28" EAST ALONG THE NORTH LINE OF SAID SECTION 30, A DISTANCE OF 479.07 FEET; THENCE SOUTH 01°10'01" WEST, 33.00 FEET TO THE NORTHWEST CORNER OF SAID LOT 1 AND TO THE POINT OF BEGINNING; THENCE NORTH 89°56'28" EAST ALONG THE NORTH LINE OF SAID LOT 1, A DISTANCE OF 232.63 FEET; THENCE SOUTH 88°14'00" WEST, 117.32 FEET; THENCE SOUTH 89°07'18" WEST, 115.48 FEET TO THE WEST LINE OF SAID LOT 1; THENCE NORTH 01°10'01" EAST ALONG SAID WEST LINE, 5.15 FEET TO THE POINT OF BEGINNING AND CONTAINING 704 SQUARE FEET.

NOTE: THE NORTH LINE OF THE NORTHWEST 1/4 OF SAID SECTION 30 IS ASSUMED TO BEAR NORTH 89°56'28" EAST.

CARROLL COUNTY
CS-TSF-1125(615)--85-14
PARCEL 7

EXHIBIT 2
Information Only

TEMPORARY EASEMENT

For and in consideration of One Dollar (\$1.00), receipt of which is hereby acknowledged, the undersigned owners of the following described property located in Carroll, Carroll County, Iowa, to-wit:

SEE ATTACHED H.2 & H.3 PLATS

hereby grant and convey to the State of Iowa, a temporary easement to allow the State of Iowa, its agents, contractors, and employees the right of entry in, upon, and onto the above described property for the purpose of construction of a public improvement only for period of time until the public improvement is completed. This temporary easement shall commence upon the execution of this easement and shall terminate upon completion of the above stated public improvement project.

It is further agreed that the undersigned hereby releases the State of Iowa from liability and relinquishes any claim for damages to the property above described arising out of the above described public project.

The State of Iowa shall restore the above described real estate to a satisfactory condition after the public improvement is complete, and it shall be restored to substantially the same condition as prior to entry.

The undersigned do hereby grant this temporary easement to the State of Iowa and the undersigned confirm they own the above stated property; and have full authority to grant this temporary easement.

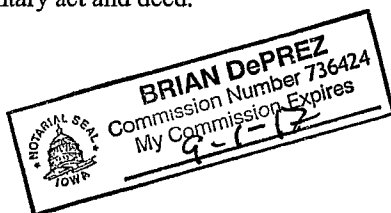
Signed and dated this 31 day of OCT, 2017.

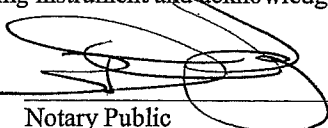


KIM TIEFENTHALER, President

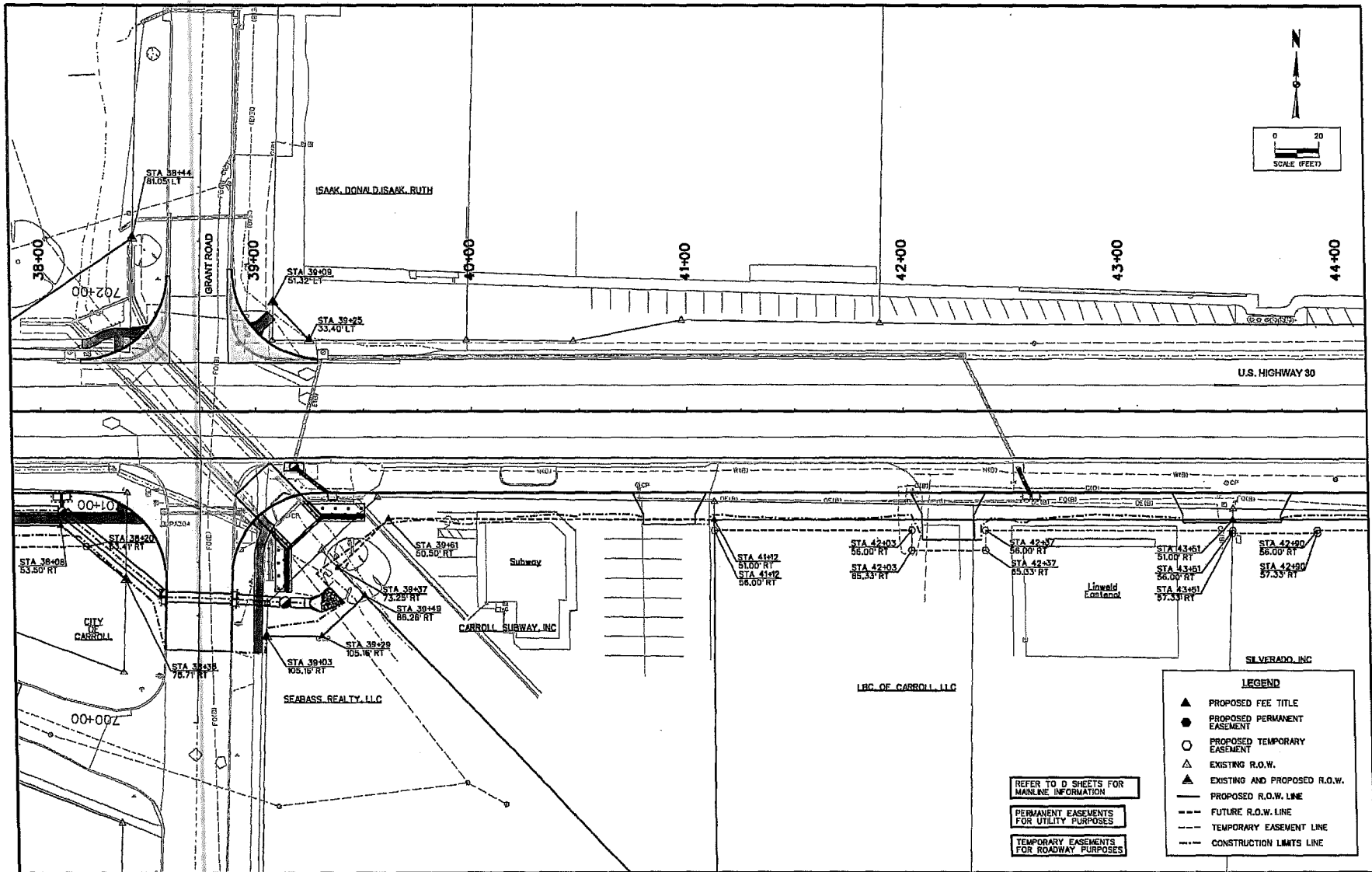
STATE OF IOWA
COUNTY OF CARROLL, ss

On this 31 day of OCT, 2017, before me the undersigned, a Notary Public in and for said State, personally appeared KIM TIEFENTHALER, to me known to be the identical persons named in and who executed the foregoing instrument and acknowledged that they executed the same as their voluntary act and deed.

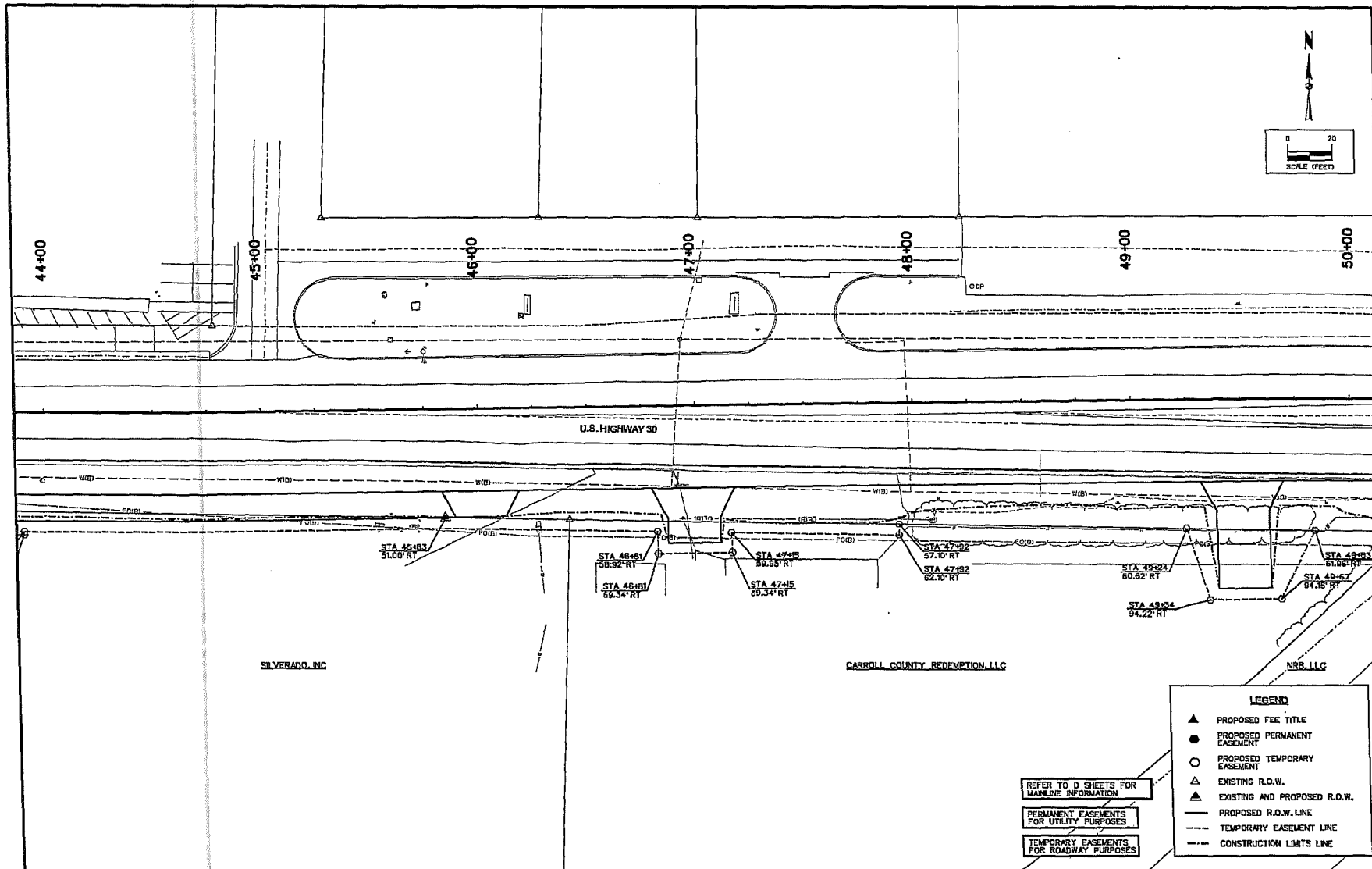




Notary Public



ENGLISH IOWA DOT DESIGN TEAM **SNYDER & ASSOCIATES** CARROLL COUNTY PROJECT NUMBER **CS-TSF-1125(615)-85-14** SHEET NUMBER **H.2** REVISED



TENANT CONSENT

PARCEL: 7

PROJECT: CS-TSF-1125(615)—85-14 US HWY 30 & GRANT STREET, CARROLL, IA

GRANTOR: MARK TIGGES (d/b/a MC COUNTRY CAFÉ)

THIS AGREEMENT made and entered this _____ day of _____, 2017, by and between Grantor, and the STATE OF IOWA, Grantee.

1. Grantee agrees to buy and GRANTOR HEREBY CONVEYS to Grantee, Grantor's leasehold interest in the property, hereinafter referred to as the premises, described as follows:
Described in attached H.2 & H.3 Plats.

The premises also includes all estates, rights, title and interests and any leasehold, including all easements.
Grantor is tenant on the property of: SILVERADO, INC.

2. GRANTOR MAY surrender possession of the premises prior to the time at which he has hereinafter agreed to do so, and agrees to give Grantee ten (10) days notice of Grantor's intention to do so by calling Grantee collect. GRANTOR GRANTS Grantee the immediate right to enter the premises for the purpose of gathering survey and engineering data.
3. Grantee agrees to pay \$100.00. GRANTOR AGREES to surrender physical possession of the premises on or before SURRENDER OF POSSESSION BY OWNER.
4. Grantor discharges Grantee from liability because of this agreement and the construction of this public improvement project.
5. Grantee hereby gives notice of Grantor's five-year right to renegotiate construction or maintenance damages not apparent at the time of the signing of this contract, as required by Section 472.52 of the Code of Iowa.
6. This written contract constitutes the entire agreement between Grantee and Grantor and there is not agreement to do or not to do any act or deed except as specifically provided for herein.
7. The contract is subject to the approval of the _____.

GRANTORS:

Mark Lyggs 10-31-17
Signed Date

Signed Date

MARK Tigges
Print Name

Print Name

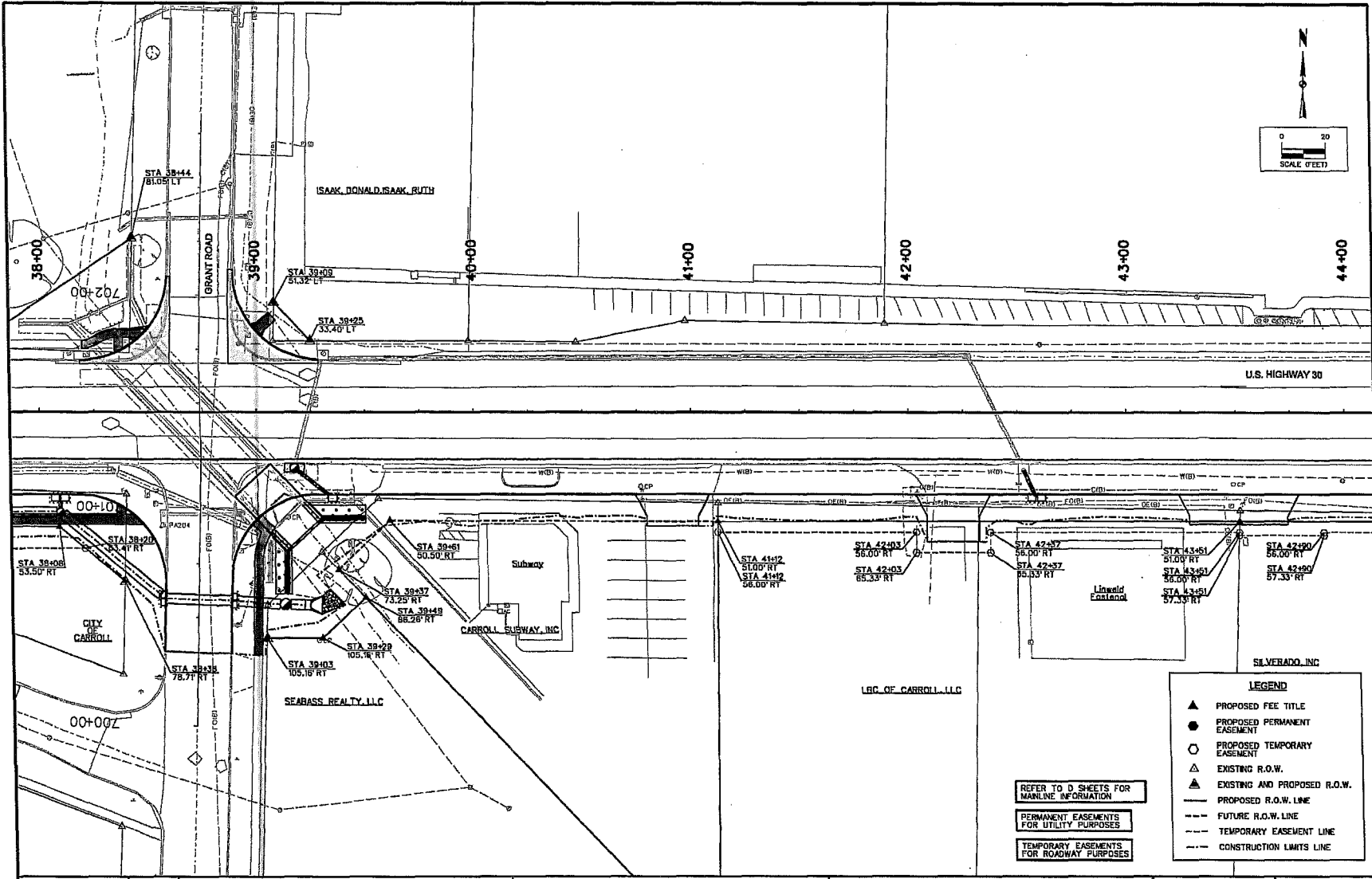
WITNESS:

Brian DeBeke 10-31-17
Signed Date

GRANTEE'S APPROVAL:

Date

Brian DeBeke
Print Name



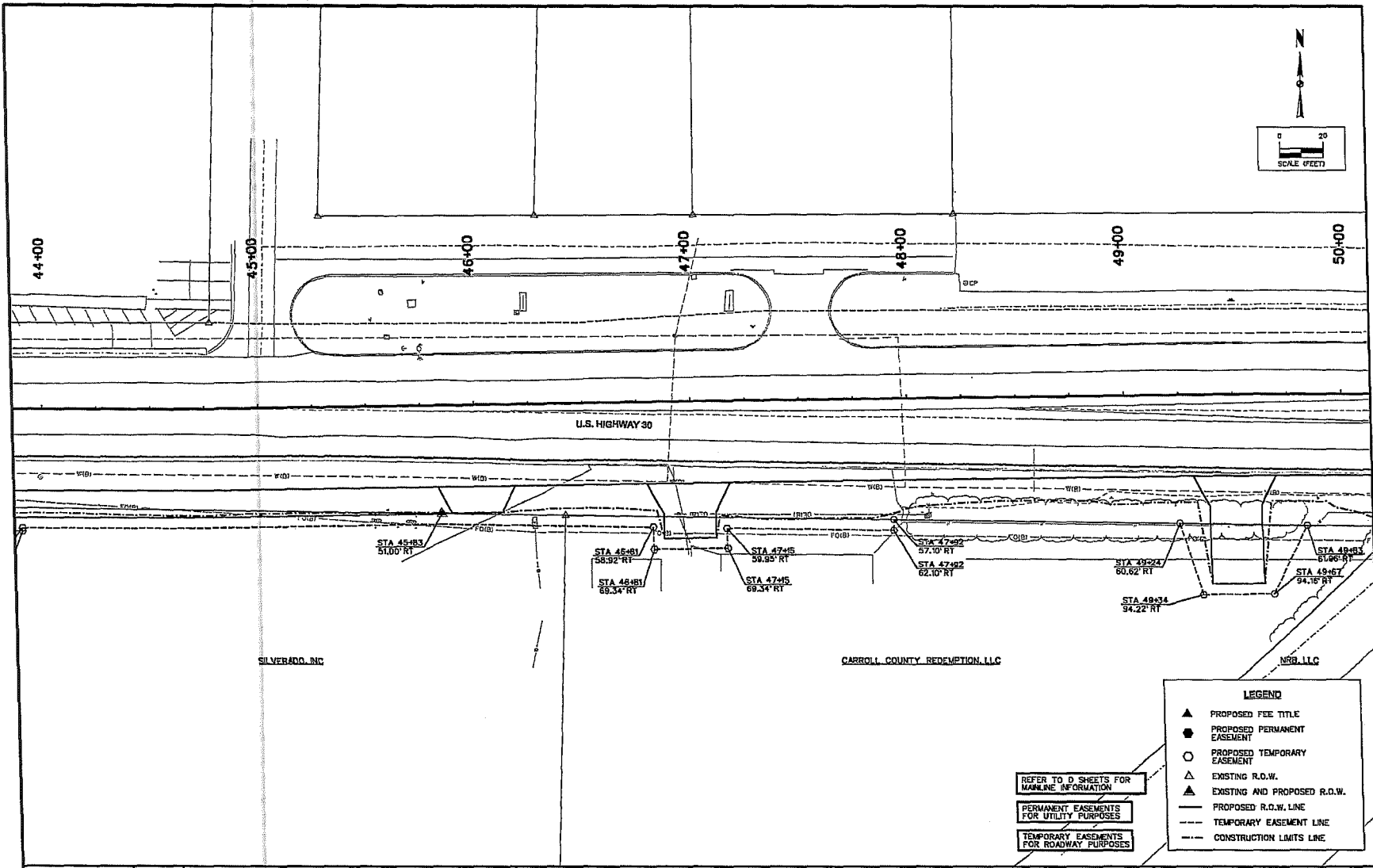
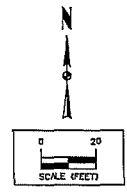
LEGEND

- ▲ PROPOSED FEE TITLE
- PROPOSED PERMANENT EASEMENT
- PROPOSED TEMPORARY EASEMENT
- △ EXISTING R.O.W.
- ▲ EXISTING AND PROPOSED R.O.W.
- PROPOSED R.O.W. LINE
- FUTURE R.O.W. LINE
- - - TEMPORARY EASEMENT LINE
- - - CONSTRUCTION LIMITS LINE

REFER TO D SHEETS FOR MARLINE INFORMATION

PERMANENT EASEMENTS FOR UTILITY PURPOSES

TEMPORARY EASEMENTS FOR ROADWAY PURPOSES



SILVERADO, INC

CARROLL COUNTY REDEMPTION, LLC

NRB, LLC

LEGEND

- ▲ PROPOSED FEE TITLE
- PROPOSED PERMANENT EASEMENT
- PROPOSED TEMPORARY EASEMENT
- △ EXISTING R.O.W.
- ▲ EXISTING AND PROPOSED R.O.W.
- PROPOSED R.O.W. LINE
- - - TEMPORARY EASEMENT LINE
- CONSTRUCTION LIMITS LINE

REFER TO D SHEETS FOR MAINLINE INFORMATION

PERMANENT EASEMENTS FOR UTILITY PURPOSES

TEMPORARY EASEMENTS FOR ROADWAY PURPOSES

RESOLUTION NO. _____

RESOLUTION APPROVING OFFER TO PURCHASE REAL ESTATE AND TENANT CONSENT FOR PARCEL #8 CARROLL COUNTY CAN REDEMPTION, LLC FOR THE U.S. 30 – GRANT ROAD INTERSECTION IMPROVEMENTS PROJECT.

WHEREAS, the City desires to construct the U.S. 30 – Grant Road Intersection Improvements project; and,

WHEREAS, the purchase of real estate is necessary for the construction of the project; and,

WHEREAS, the following have been prepared for the purchase of Parcel #8 from Carroll County Can Redemption, LLC:

Offer to Purchase Real Estate – Exhibit 1
Temporary Easement – Exhibit 2 (Information Only)

and,

WHEREAS, it is determined that the approval of the attached Exhibit is in the best interest of the project; and,

WHEREAS, City Policy 0307 is waived.

NOW, THEREFORE, BE IT RESOVLED that the Exhibit attached prepared for the purchase of Parcel #8 from Carroll County Can Redemption, LLC is approved.

BE IT FURTHER RESOLVED that the following cost is approved for payment.

Carroll County Can Redemption, LLC \$5,040.00

Passed and approved by the Carroll City Council this 8th day of January, 2018.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Eric P. Jensen, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

EXHIBIT 1

Preparer Information: David S. Bruner, P.O. Box 863, Carroll, IA 51401 (712) 792-3480

IN THE MATTER OF THE PURCHASE OF CERTAIN *
RIGHTS IN LAND BY THE STATE OF IOWA FOR * OFFER TO PURCHASE REAL
THE USE AND BENEFIT OF THE CITY OF * ESTATE AND ACCEPTANCE
CARROLL, IA IMPROVEMENTS OF U.S HWY 30 *

US Highway 30 & Grant Road Intersection Improvement Project

TO: CARROLL COUNTY REDEMPTION, LLC.

City of Carroll, Iowa offers to buy Sign, Fee Title, Temporary Easement in real estate described as follows:

Said easements being more particularly described as follows:

Temporary Easement

See attached Description of Temporary Construction Easement

Severance Damages

Loss of parking access

for the total sum of \$5,040.00, payable upon execution by The City of Carroll, Iowa

of the attached written instruments conveying the easements to the State of Iowa. This contract shall apply to and bind the successors in interest of the parties.

CARROLL COUNTY REDEMPTION, LLC

Matthew J. Wendl, Manager

* OFFER CONTINGENT ON
ON EAST ENTRANCE
LOCATED WEST 132' OF
THE EAST PROPERTY LINE -
CENTER OF ENTRANCE.

STATE OF IOWA, CARROLL COUNTY, ss:

On this ___ day of _____, 2017, before me the undersigned, a Notary Public in and for said State, personally appeared Matthew J. Wendl, to me known to be the identical persons named in and who executed the foregoing instrument and acknowledged that they executed the same as their voluntary act and deed.

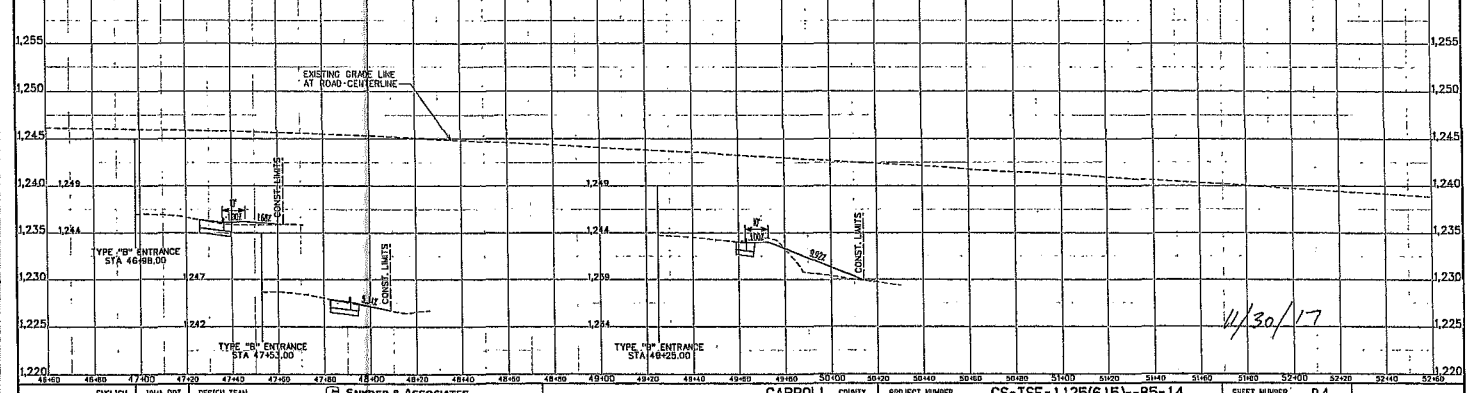
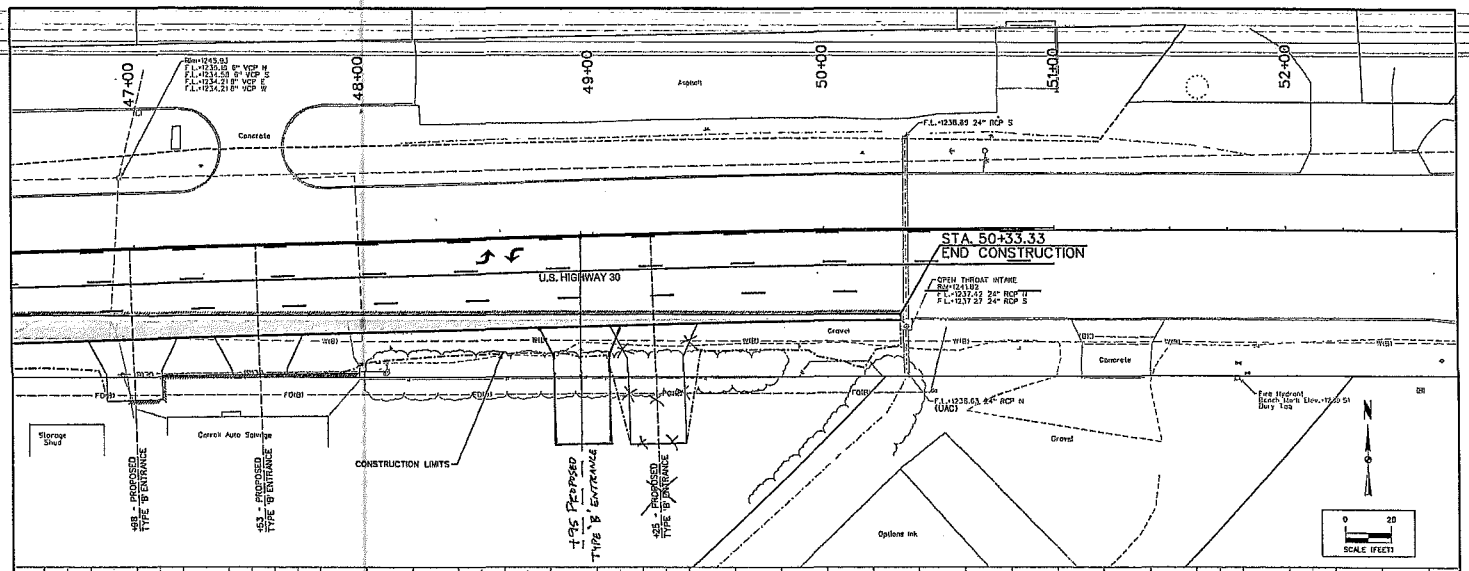
Notary Public in and for said State of IOWA

Signed this ___ day of _____, A.D. 2017

Eric P. Jensen, Mayor - City of Carroll, Iowa

Signed this ___ day of _____, A.D. 2017

Laura A. Schaefer, City Clerk - City of Carroll, Iowa



11/30/17

EXHIBIT 2
Information Only

TEMPORARY EASEMENT

For and in consideration of One Dollar (\$1.00), receipt of which is hereby acknowledged, the undersigned owners of the following described property located in Carroll, Carroll County, Iowa, to-wit:

SEE ATTACHED LEGAL DESCRIPTION AND PLATS


hereby grant and convey to the State of Iowa, a temporary easement to allow the State of Iowa, its agents, contractors, and employees the right of entry in, upon, and onto the above described property for the purpose of construction of a public improvement only for period of time until the public improvement is completed. This temporary easement shall commence upon the execution of this easement and shall terminate upon completion of the above stated public improvement project.

It is further agreed that the undersigned hereby releases the State of Iowa from liability and relinquishes any claim for damages to the property above described arising out of the above described public project.

The State of Iowa shall restore the above described real estate to a satisfactory condition after the public improvement is complete, and it shall be restored to substantially the same condition as prior to entry.

The undersigned do hereby grant this temporary easement to the State of Iowa and the undersigned confirm they own the above stated property; and have full authority to grant this temporary easement.

Signed and dated this 30 day of Nov, 2017.



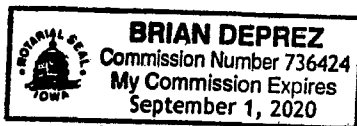
Matthew J. Wendl, Manager

STATE OF IOWA
COUNTY OF CARROLL, ss

On this 30 day of Nov, 2017, before me the undersigned, a Notary Public in and for said State, personally appeared Matthew J. Wendl, Manager of Carroll County Redemption, LLC, to me known to be the identical persons named in and who executed the foregoing instrument and acknowledged that they executed the same as their voluntary act and deed.



Notary Public



TEMPORARY EASEMENT DESCRIPTION FOR PARCEL NO. 8

CARROLL COUNTY

PROJECT NO. CS-TSF-1125(615)--85-14

THE EASEMENT GRANTED IS TO LAND DESCRIBED AS FOLLOWS:

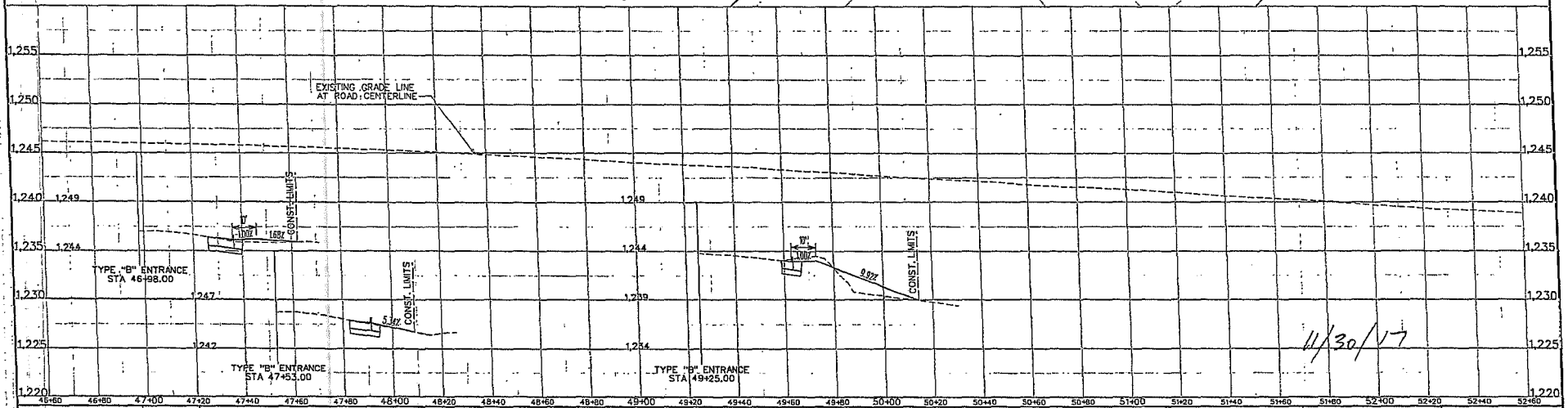
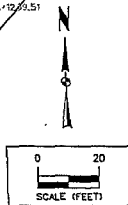
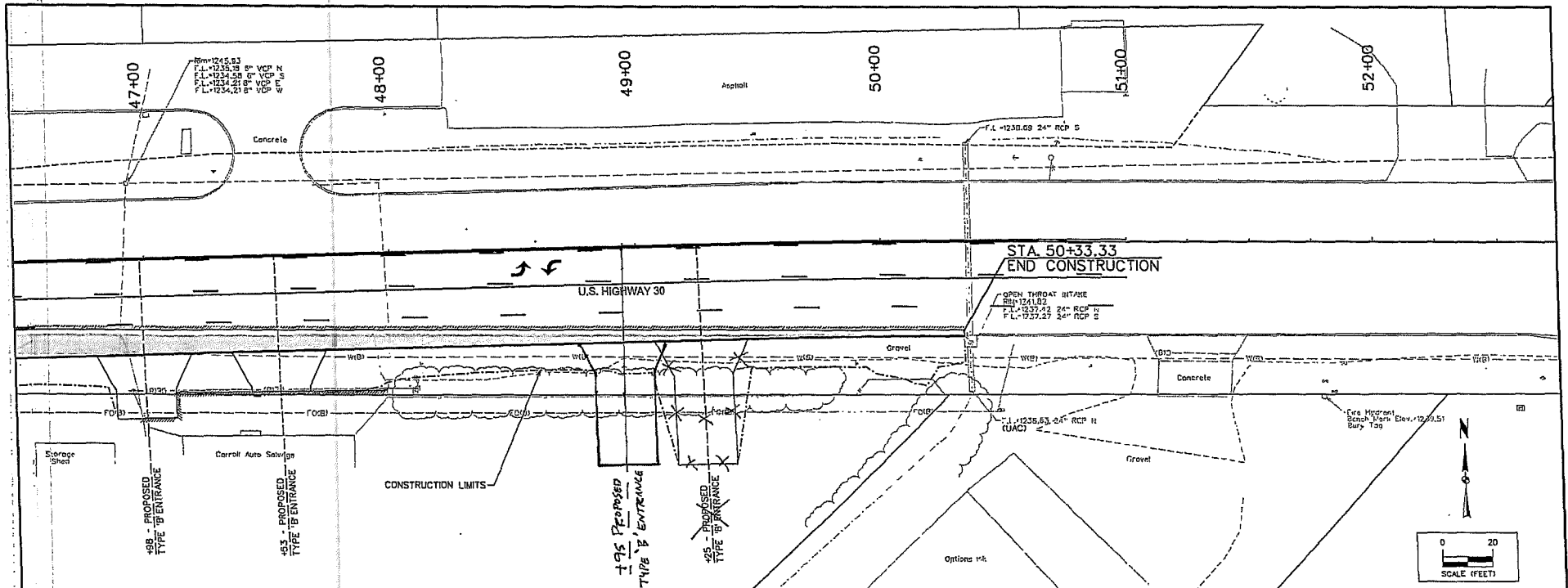
A PART OF LOT 2 OF THE RE-SUBDIVISION OF OUTLOT A OF NICHOLS' ADDITION, IN THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 30, TOWNSHIP 84 NORTH, RANGE 34 WEST OF THE 5TH P.M., CITY OF CARROLL, CARROLL COUNTY, IOWA AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF SAID SECTION 30; THENCE NORTH 89°56'28" EAST ALONG THE NORTH LINE OF SAID SECTION 30, A DISTANCE OF 767.28 FEET; THENCE SOUTH 01°33'52" EAST, 33.00 FEET TO THE NORTHWEST CORNER OF SAID LOT 2 AND TO THE POINT OF BEGINNING; THENCE NORTH 89°56'28" EAST ALONG THE SOUTH RIGHT-OF-WAY LINE OF U.S. HIGHWAY 30, A DISTANCE OF 151.64 FEET; THENCE SOUTH 00°03'32" EAST, 5.00 FEET; THENCE SOUTH 89°56'28" WEST, 77.03 FEET; THENCE SOUTH 01°46'19" EAST, 9.41 FEET; THENCE SOUTH 88°13'41" WEST, 34.01 FEET; THENCE NORTH 01°46'19" WEST, 10.43 FEET; THENCE SOUTH 89°56'28" WEST, 40.45 FEET TO THE WEST LINE OF SAID LOT 2; THENCE NORTH 01°33'52" WEST ALONG SAID WEST LINE, 5.00 FEET TO THE POINT OF BEGINNING AND CONTAINING 1,095 SQUARE FEET

AND

COMMENCING AT THE NORTHWEST CORNER OF SAID SECTION 30; THENCE NORTH 89°56'28" EAST ALONG THE NORTH LINE OF SAID SECTION 30, A DISTANCE OF 1026.29 FEET; THENCE SOUTH 00°03'32" EAST, 33.00 FEET TO THE SOUTH RIGHT-OF-WAY LINE OF U.S. HIGHWAY 30 AND TO THE POINT OF BEGINNING; THENCE NORTH 89°56'28" EAST ALONG SAID SOUTH RIGHT-OF-WAY LINE, 59.13 FEET; THENCE SOUTH 25°19'43" WEST, 36.67 FEET; THENCE SOUTH 88°24'50" WEST, 32.62 FEET; THENCE NORTH 17°41'19" WEST, 35.67 FEET TO THE POINT OF BEGINNING AND CONTAINING 1,538 SQUARE FEET.

NOTE: THE NORTH LINE OF THE NORTHWEST 1/4 OF SAID SECTION 30 IS ASSUMED TO BEAR NORTH 89°56'28" EAST.



11/30/17

RESOLUTION NO. _____

RESOLUTION APPROVING OFFER TO PURCHASE REAL ESTATE FOR PARCEL #9 CITY OF CARROLL FOR THE U.S. 30 – GRANT ROAD INTERSECTION IMPROVEMENTS PROJECT.

WHEREAS, the City desires to construct the U.S. 30 – Grant Road Intersection Improvements project; and,

WHEREAS, the purchase of real estate is necessary for the construction of the project; and,

WHEREAS, the following have been prepared for the purchase of Parcel #9 from the City of Carroll:

Offer to Purchase Real Estate – Exhibit 1
and,

WHEREAS, it is determined that the approval of the attached Exhibit is in the best interest of the project; and,

WHEREAS, City Policy 0307 is waived.

NOW, THEREFORE, BE IT RESOVLED that the Exhibit attached prepared for the purchase of Parcel #9 from the City of Carroll is approved.

Passed and approved by the Carroll City Council this 8th day of January, 2018.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Eric P. Jensen, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

EXHIBIT 1

STATE OF IOWA
OFFER TO PURCHASE

To Seller: CITY OF CARROLL, IOWA (Parcel #9)

1. Property Description. The State of Iowa intends to acquire the real property owned by you situated in Carroll County, Iowa, and legally described on the attached Exhibit(s), and is, by this reference, made a part hereof.

2. Price. State of Iowa agrees to pay \$0.00 per square foot, in cash, calculated as follows, and other good and valuable consideration:

TYPE	AMOUNT	PRICE	TOTAL
Fee Acquisition	1,940 s.f.	\$0.00/square foot	\$0.00
		TOTAL	\$0.00
		TOTAL COMPENSATION	\$0.00

3. Purpose of the Acquisition. Right-of-way and/or easements are being acquired for the purpose of grading and paving roadway.

4. Real Estate Taxes. The acquisition shall not affect the liability of the Sellers for payment of real estate taxes when due.

5. Special Assessments. This acquisition shall not relieve the Seller of Seller's liability for payment of any special assessments against the real estate.

6. Possession. Possession shall be upon receipt of funds.

7. Release of Mortgages. If requested to do so, Sellers shall obtain a release of all mortgages and liens against the described real estate on or before the closing date of this transaction. Sellers shall convey good and merchantable title to the State of Iowa.

8. Conveyance. Upon payment of the purchase price, Sellers shall convey the real estate to the State of Iowa, in accordance with the form provided by the City of Carroll, Iowa.

9. Joinder by Seller's Spouse. Seller's spouse, if applicable, and if not a titleholder immediately preceding acceptance of this offer, executes this contract only for the purpose of relinquishing all rights of dower, homestead and distributive share, or in compliance with Section 561.13 of the Code of Iowa, and agrees to execute the warranty deed for this purpose only.

10. Time is of the Essence. Time is of the essence in this contract.

11. Approval of Court. If the sale of this real estate is subject to Court approval, the fiduciary shall promptly submit this contract for such approval. If this contract is not so approved, it shall be void.

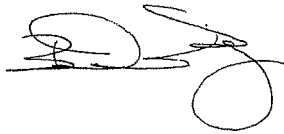
12. Contract Binding on Successors-in-Interest. This contract shall apply to and bind the successors-in-interest of the Sellers, and Sellers agree to warrant good and sufficient title. Names and addresses of lienholders are:

13. Construction. Words and phrases shall be construed as in the singular or plural number, and as masculine, feminine, or neuter gender, according to the context.

14. Approval By the City of Carroll, Iowa. This easement shall not be binding until it has received the final approval and acceptance by the City of Carroll.

Dated at Ankeny, Iowa, this _____ day of MAY, 2017.

FOR THE STATE OF IOWA



By: _____

Snyder & Associates, Inc.

THIS OFFER IS ACCEPTED on this 28th day of August, 2017.

By: 
Eric P. Jensen, Mayor

By: _____

Approved by the City Council, City of Carroll, Iowa on the _____ day of _____, 2017, by Resolution No. _____.

By: _____
Eric P. Jensen, Mayor, _____

Attest: _____
Laura A. Schaefer, City Clerk

EXHIBITS

DESCRIPTION OF ATTACHED PLAT FOR PARCEL NO. 9

CARROLL COUNTY PROJECT NO. CS-TSF-1125(615)--85-14

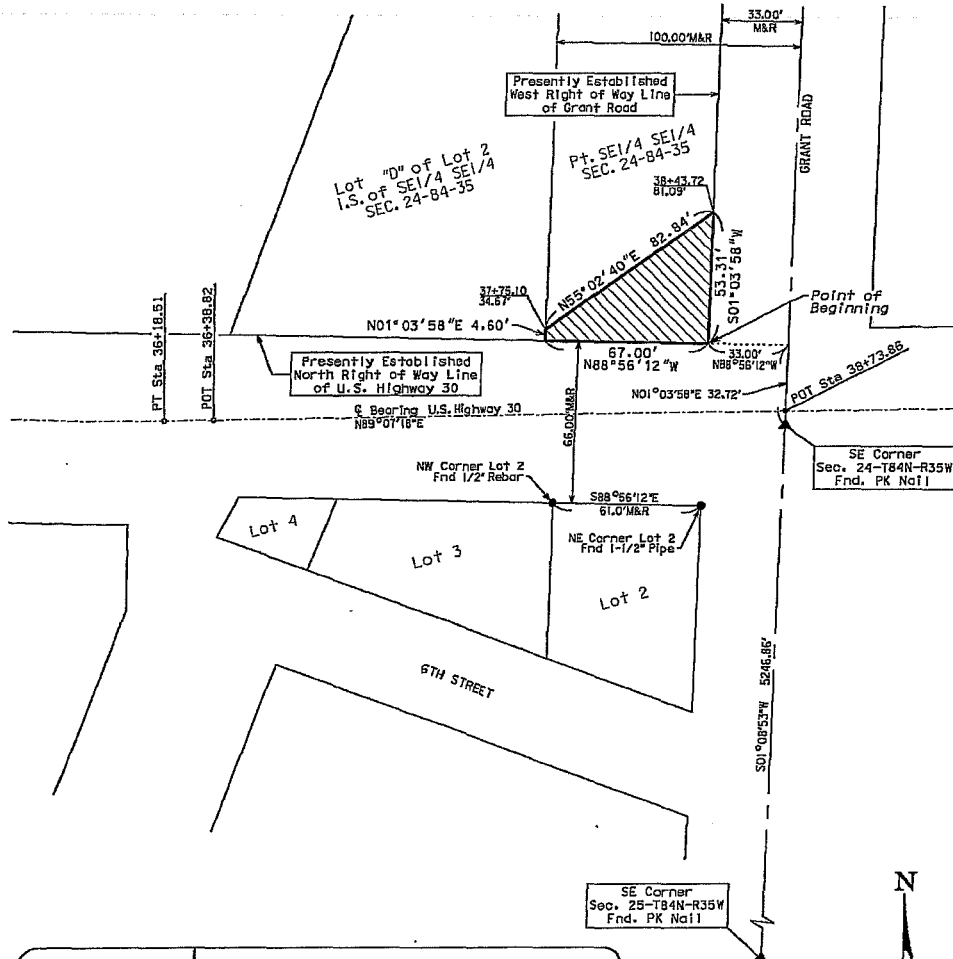
THE FEE SIMPLE TITLE GRANTED IS TO LAND DESCRIBED AS FOLLOWS:

A PART OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 24, TOWNSHIP 84 NORTH, RANGE 35 WEST OF THE 5TH P.M., CITY OF CARROLL, CARROLL COUNTY, IOWA AS SHOWN ON THE ACQUISITION PLAT EXHIBIT "A", ATTACHED HERETO AND BY REFERENCE MADE A PART HEREOF AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF SAID SECTION 24; THENCE NORTH 01°03'58" EAST ALONG THE EAST LINE OF SAID SOUTHEAST 1/4 OF THE SOUTHEAST 1/4, A DISTANCE OF 32.72 FEET; THENCE NORTH 88°56'12" WEST, 33.00 FEET TO THE NORTH RIGHT-OF-WAY LINE OF U.S. HIGHWAY 30 AND TO THE POINT OF BEGINNING; THENCE CONTINUING NORTH 88°56'12" WEST ALONG SAID NORTH RIGHT-OF-WAY LINE, 67.00 FEET TO THE EAST LINE OF LOT "D" OF THE SUBDIVISION OF LOT 2 OF THE IRREGULAR SURVEY OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 AS FILED IN PLAT BOOK 4, PAGE 15 OF THE CARROLL COUNTY RECORDER'S OFFICE; THENCE NORTH 01°03'58" EAST ALONG SAID EAST LINE, 4.60 FEET; THENCE NORTH 55°02'40" EAST, 82.84 FEET TO THE WEST RIGHT-OF-WAY LINE OF GRANT ROAD; THENCE SOUTH 01°03'58" WEST ALONG SAID WEST RIGHT-OF-WAY LINE, 53.31 FEET TO THE POINT OF BEGINNING AND CONTAINING 1,940 SQUARE FEET.

IOWA DEPARTMENT OF TRANSPORTATION
ACQUISITION PLAT
EXHIBIT "A"

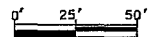
COUNTY CARROLL STATE CONTROL NO. _____
 PROJECT NO. CS-TSF-1125(615)--85-14 PARCEL NO. 09
 SECTION 24 TOWNSHIP 84 NORTH RANGE 35 WEST
 ROW-FEE 1,940 S.F. AC EASE _____ AC EXCESS-FEE _____ AC
 ACCESS RIGHTS ACQUIRED - STA _____ STA _____ MAIN LINE _____ SIDE
 ACCESS RIGHTS ACQUIRED - STA _____ STA _____ SIDE ROAD _____ SIDE
 ACQUIRED FROM _____



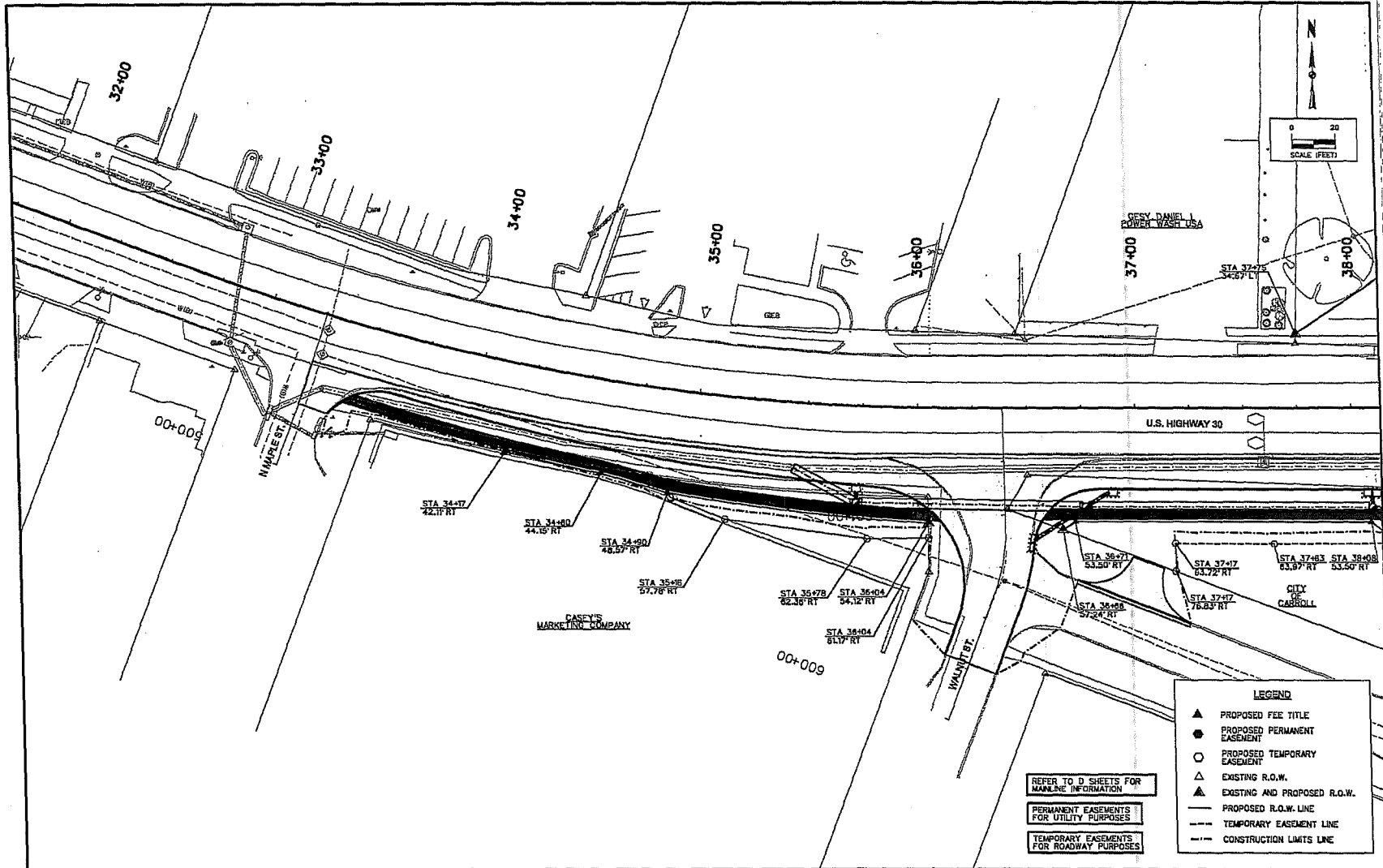
I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.

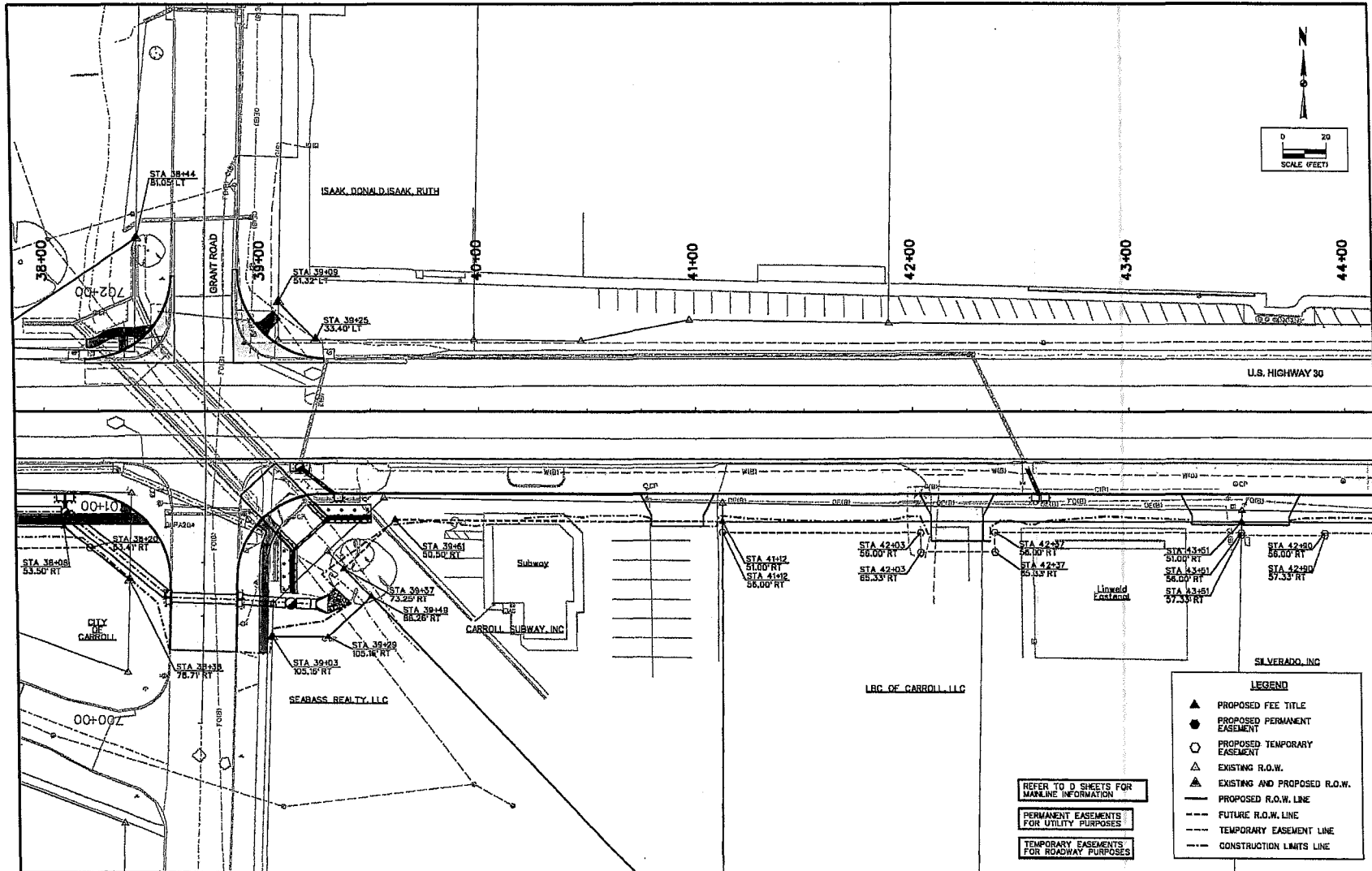
ERIN D. GRIFFIN DATE: _____
 License number 19710
 My License Renewal Date is December 31, 2017
 Pages covered by this seal: _____
 EXHIBIT "A" ONLY

- ▲ FOUND SECTION CORNER
- FOUND RIGHT OF WAY RAIL
- FOUND IDOT ALUM. CAP (UNLESS OTHERWISE NOTED)



DATE REVISED _____
 DATE DRAWN JANUARY 10, 2017 SCALE 1" = 50'





ENGLISH	IOWA DOT	DESIGN TEAM	SNYDER & ASSOCIATES	CARROLL COUNTY	PROJECT NUMBER	CS-TSF-1125(615)-85-14	SHEET NUMBER	H.2	REVISED
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City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Honorable Mayor and City Council Members
FROM: Mike Pogge-Weaver, City Manager *MSP-W*
DATE: January 3, 2018
SUBJECT: Cable Franchise Fee

The City of Carroll began operating CAAT6 as a PEG channel that transmitted on Mediacom around 2004. Western Iowa Networks started transmitting CAAT6 on their video service starting in 2009 when they expended into Carroll. Currently, CAAT6 is seen on Mediacom cable channel 6 (also on channel 97-2 on all Digital-Ready TV's) in Carroll and Glidden as well as Western Iowa Networks cable channel 46 in Carroll, Westside, Breda and Lidderdale.

CAAT6 is a PEG channel, meaning there is representation from three different sectors of the community: Public, Education, and Government. Volunteer produced programs, such as church services and personal videos are examples of public programs. The City of Carroll pays to operate the channel and pays all of the costs to record the Carroll School Board meetings, the Carroll County Supervisors meetings and the City of Carroll City Council meetings. Over the past 4 calendar year the City has paid Jason Lambertz of Infinity Video between \$23,000 and \$24,200 a year to operate CAAT6 and record various programs and meetings to be aired on CAAT6.

Recently, a number of items have come to a head that started staff looking on how to improve the quality of the video signal for CAAT6 in general, and more specifically, the video and audio feeds from the City Council, School Board, and County Supervisors meetings. With equipment from the mid to early 2000's, a complete upgrade is needed to fix the issues we are experiencing. Additionally, with satellite technology, like DirectTV and Dish Network, having gained popularity since the launch of CAAT6 along with modern "cord cutters" ditching cable for internet streaming services, new technology to reach these populations through internet Live Streaming of CAAT6 should be considered to reach the maximum population in the City of Carroll.

The City has traditionally used part of the franchise fee to offset the cost of operating CAAT6. Currently the City of Carroll charges a 3% franchise fee for the right of the two cable providers to use City rights-of-ways and said fees may be used for any municipal general fund purposes (Iowa Code 477A.7.4). The franchise fee is similar to rent for the right of Cable providers to use City right-of-way and is a fee that is listed as a separate item on customers' bills. The City is permitted to charge up to a 5% franchise fee (Iowa Code 477A.1.13 and 477A.7.1.b). Over the past 4 fiscal years the City has received between \$69,000 and \$72,200 in franchise fees from the two cable providers that operate in Carroll. The remaining \$46,000 to \$48,000 in franchise fees that is collected and not used to operate CAAT6 are used to off set general fund operations. If

these funds would be diverted from the general fund operations to run CAAT6 then either an increase in the City's operating levies would be needed to off set the loss of this revenue or some type of cuts in services would be needed.

One option to fund the needed equipment improvements for CAAT6 now and in the future, would be for the Council to consider increasing the franchise fee from 3% to 4%. This would result in the collection of between \$23,000 and \$24,000 annually that could be used to pay for the cost of new equipment and cameras in order to improve the video and audio quality for all broadcasts telecasted on CAAT6. Additionally, this would make funds available that could also fund increase programing on CAAT6.

Iowa Code 477A.7 sets out how and when a City can request a in a franchise fee. Iowa Code 477A.7.1.b states the following:

All cable service providers and video service providers shall pay a franchise fee at the same percent of gross revenues as had been assessed on the incumbent cable provider by the municipality as of January 1, 2007, and such percentage shall continue to apply for the period of the remaining term of the existing franchise agreement with the municipality. *Upon expiration of the period of the remaining term of the agreement with the incumbent cable service provider*, a municipality may request an increase in the franchise fee up to five percent of gross revenues. *(Emphasis added)*

One reading of this language would suggest that a city can only request a change to the franchise fee only at the time of the renewal of a franchise agreement with the incumbent cable service provider. In this case, Mediacom is the incumbent cable service provider for the City of Carroll and Mediacom will be submitting an application which seeks a 10-year renewal to their franchise agreement with the Iowa Utility Board on January 14, 2018 with the renewal of the franchise agreement occurring on February 14, 2018. It may be prudent for the Council to consider adoption of an increase in the franchise fee at your January 8, 2018 meeting in order to submit the request to Mediacom before they apply for their franchise renewal with the Iowa Utility Board to preserve the City's ability to increase the franchise fee at this time.

RECOMMENDATION: Council discussion and possible approval of the resolution amending cable service and video service franchise fees in the City of Carroll; Iowa increasing the rate from 3% to 4%.

RESOLUTION NO. _____

**A RESOLUTION AMENDING CABLE SERVICE AND VIDEO SERVICE
FRANCHISE FEES IN THE CITY OF CARROLL, IOWA.**

WHEREAS, the City of Carroll is authorized in Iowa Code Chapter 477A to approve a Cable Service and Video Service franchise fee for both incumbent and competitive cable service providers and video service providers, and

WHEREAS, the City of Carroll currently charges a franchise fee of three percent (3%) of annual gross revenues, and

WHEREAS, Iowa Code sections 477A.1.13 and 477A.7.1.b permits cities to charge a franchise fee of up to five percent (5%) of annual gross revenues, and

WHEREAS, the City desires to increase said franchise fees.

NOW, THEREFORE, BE IT RESOLVED by the Carroll City Council that all cable service providers and video service providers, both incumbent and competitive providers, operating in the City of Carroll, shall pay to the City a franchise fee of four percent (4%) of annual gross revenues (as defined in Iowa Code Section 477A.1), and

BE IT FURTHER RESOLVED by the Carroll City Council, as required by Iowa Code 477A.7.1.a, that the franchise fee shall be due and paid to the municipality on a quarterly basis, not later than forty-five days after the close of the quarter.

PASSED AND APPROVED by the City Council of the City of Carroll, Iowa, this 8th day of January, 2018.

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 *MP-W*
DATE: January 4, 2018
SUBJECT: 2018 City Council Meeting Schedule

The City Council has three conflicts with their regularly scheduled meeting dates in 2018. The three dates and their suggested meeting dates are listed below:

- The Monday, February 12, 2018 meeting will be moved to Tuesday, February 13, 2018 due to the Chamber Annual Banquet
- The Monday, May 28, 2018 meeting will be moved to Tuesday, May 29, 2018 due to the Memorial Day Holiday
- The Monday, December 24, 2018 meeting will be moved to Monday, December 17, 2018 due to the Christmas Holiday

RECOMMENDATION: Motion to approve the Resolution Approving 2018 City Council of the City of Carroll Meeting Schedule.

RESOLUTION NO. _____

A RESOLUTION APPROVING 2018 CITY COUNCIL OF THE CITY OF CARROLL MEETING SCHEDULE

WHEREAS, Chapter 17, of the Code of Ordinances of the City of Carroll, Iowa, provides that the time and place of regular meetings of the Council shall be fixed by resolution of the Council; and

WHEREAS, it is determined that the following schedule is in the best interest of the City of Carroll, Iowa;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Carroll shall hold all meetings in the Council Chambers, Farner Government Building located at 112 E 5th Street in Carroll Iowa with its regular meetings being held the 2nd and 4th Monday of each month at 5:15 PM with the following exceptions:

- The Monday, February 12, 2018 meeting will be moved to Tuesday, February 13, 2018 due to the Chamber Annual Banquet
- The Monday, May 28, 2018 meeting will be moved to Tuesday, May 29, 2018 due to the Memorial Day Holiday
- The Monday, December 24, 2018 meeting will be moved to Monday, December 17, 2018 due to the Christmas Holiday

PASSED AND APPROVED by the City Council of the City of Carroll, Iowa, this 8th day of January, 2018.

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: January 3, 2018

SUBJECT: 2017 Annual Planning Session Report

Attached please find the 2017 Annual Planning Session Report. Staff has made minor clerical corrections to the preliminary report and presents this report for Council approval. If there are corrections you would like to see please advise staff prior to the Council meeting.

Page 8 presents the ON-GOING COMMITMENTS/OBLIGATIONS and NEW PRIORITY PROJECTS, PROGRAMS, POLICIES AND INITIATIVES. Page 9 presents the ORGANIZATIONAL EFFECTIVENESS. Please especially take note of these two pages. I will review these sections at the meeting and lead a discussion on them.

After the meeting on January 8th, I will prepare a separate document for a future meeting in the next 30 days that will outline a work plan on these items over the next 12 months for Council approval. This work plan will include, for each item: a timeline, the responsible party, and if needed, a target date for a future work session on the item.

This document will serve as a guideline for staff to implement the priorities and action steps the Council has identified and adopted for the next year.

RECOMMENDATION: Motion to receive the 2017 Annual Planning Session Report dated December 14, 2017.

City of Carroll, Iowa Goal Setting Report

December 14, 2017

Mayor:

Dr. Eric Jensen

City Council:

Mike Kots

Misty Boes

Clay Haley

Carolyn Siemann

Jerry Fleshner

LaVern Dirx

City Staff:

Mike Pogge-Weaver, City Manager

Laura Schafer, City Clerk/Finance Director



Facilitated by:

Jeff Schott

Institute of Public Affairs

University of Iowa

**CITY OF CARROLL, IOWA
GOAL SETTING SESSION
2017**

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CITY OF CARROLL, IOWA GOAL SETTING SESSION DECEMBER 14, 2017

Introduction

The City of Carroll requested the Institute of Public Affairs (IPA) to assist the city with goal setting. IPA agreed to organize and facilitate a process that involved the following steps:

1. Prepare a questionnaire to identify recent accomplishments, issues/trends/concerns, potential new initiatives/programs/policies and suggestions to improve organizational effectiveness.
2. Conduct a goal-setting session with the elected officials.
3. Conduct a preliminary session with department heads.
4. Preparation of this final report.

Goal Setting Work Session

Planning Work Session

The Mayor and the City Council Mayor held a work session conducted by the IPA on December 14, 2017. In attendance and participating at this meeting were Mayor Dr. Eric Jensen and Council Members Mike Kots, Misty Boes, Clay Haley, Carolyn Siemann, Jerry Fleshner, and LaVern Dirkx. Also in attendance and participating in this session were City Manager Mike Pogge-Weaver, City Clerk/Finance Director Laura Schaefer, City Engineer/Public Works Director Randy Krauel, Building Official/Safety/Fire Chief Greg Schreck, Police Chief Brad Burke, Parks and Recreation Director Jack Wardell, Library Director Rachel Van Erdwyk, and City Attorney David Bruner.

A preliminary session was held with city department heads on November 29, 2017. In attendance and participating in that session were City Manager Mike Pogge-Weaver, City Clerk/Finance Director Laura Schaefer, City Engineer/Public Works Director Randy Krauel, Building Official/Safety/Fire Chief Greg Schreck, Police Chief Brad Burke, Parks and Recreation Director Jack Wardell, and Library Director Rachel Van Erdwyk.

Major Accomplishments

The following were identified as major city accomplishments during the past two years:

Infrastructure

- Water Supply Wells and Transmission Main Improvements – In progress
- Third Street Storm Sewer Improvements
- Water Treatment Plant Filter Rehabilitation
- Industrial Park Road Sanitary Sewer Extension
- Wastewater NPDES Permit – Work Session
- Wastewater Treatment Facility Plan – Copper Compliance Strategy
- Street Conditions – Work Session held
- Street rehab projects
 - Third Street HMA Resurfacing
 - High Ridge Road HMA Resurfacing
 - Court Street Resurfacing
 - 10th Street Completion
 - U.S. 30 and Grant Road Intersection Improvements – In progress
- U.S. 30 Traffic Signal Study
- Downtown Streetscape projects continue – Phase 7
 - Phase 8 – In progress
- Gateway Signage – In progress
- Sidewalk Repair Program – Work Session
- Pedestrian Access Route Transition Plan

Housing

- Timber Creek East Subdivision Plat 5
- Rolling Hills South Third Addition
- Northridge Fourth Subdivision Phase Three

Economic development

- Biokinometrics/Carroll Brewing Company

Public Safety

- Canine Purchase
- Body cameras and Tasers for Police Officers
- Replaced weather sirens

City Operations and Facilities

- PFM workshop/debt financing scenarios for major projects
- Library:
 - Library Bond Referendum approved
 - Reaccredited with the State Library of Iowa as a Tier 3 status (highest tier possible for meeting public library standards)
 - Improvements and upgrades to technology and website
 - Program attendance increased with additional programs added
 - Collaboration initiated with local organizations and Carroll County libraries
 - Library recipient of Governor's STEM Advisory Committee's Scale-Up Grant (received a STEM cart and supplies)
- City Hall renovation with passed referendum
- Airport improvements including snow removal equipment building and sealing cracks on the runways
- Replaced the street sweeper
- Street Maintenance Facility -
 - Street maintenance building fund established
 - Space Needs and Preliminary Design
 - Work Session held
- New cemetery maintenance building
- Historical building improvements – boiler and A/C replacements
- Upgraded lights in all city buildings
- New city email addresses hosted in the cloud
- New city server installed at City Hall
- Competitive Bidding Laws – Work Session held
- Hired new City Manager

Parks and Recreation

- Trails:
 - Trail section completed and connector to the SAUK trail.
 - Trails expansion/additional expansion planned
 - Applied for REAP Grant 2018
 - Section A Trail by Fairview
 - Review of Trails Master Plan
- Graham Park/ISU Study Complete with Master Plan
 - Basketball courts
- Initiation of pickle ball court availability
- Rec Center:
 - Weight room expansion and exercise equipment upgrades
 - New software at Rec Center with online program registration
 - Added new leisure services programs like 3rd/4th grade volleyball
- Marchants Park Stadium Completion
- Golf course clearing of house and purchase of carts
- Introduction of ice skating rink

Issues, Concerns, Trends and Opportunities

The following were identified as issues, concerns, trends, and opportunities that may affect future city services, policies, finances or operations:

Infrastructure

- Need sidewalks in strategic, high volume locations—11th Street on north side of aquatic center; safety is concern among public
- Sidewalk deterioration
- Need to increase funding for street improvements/street rehabilitation
- Street parking – certain roads can't accommodate emergency vehicles
- Extremely rough railroad grade crossings
- Wastewater Treatment Plant – Compliance with dissolved oxygen, disinfection, copper and nutrient reduction requirements
 - Cost of wastewater treatment plant
- Water Distribution – Compliance with system pressure and residual chlorine requirements

Budget/Finance

- Challenge of funding major projects while maintaining a low city tax levy
 - Many big ticket projects across several taxing authorities starting in close proximity of each other (Library, football stadium, Graham Park project, HWY 30, Rec Center, county jail, Trails and Street Maintenance Facility).
- Potential \$500,000 shortfall due to lack of state backfill/rollback
 - The continued implementation of the Senate File 295
 - Impact of the residential rollback, 2017 equalization order of 7% for residential and 9% for commercial
- State equalization order every two years and public's concern over rising property taxes
- A significant number of citizens believe we over spend as a community
- Rising healthcare costs

Housing and Community Development

- Need to grow workforce and expand tax base/housing/home ownership
- Areas of community falling into disrepair (i.e. vacant, etc.)
- Everyday conversations about Fairview Apartments
- Rental properties being viewed as “not to code” or low standard
- Housing market has not changed from last year, possibly worse with higher home values and little for entry level workers
- Housing for low income

Economic Development

- Businesses looking for employees but workforce availability limited
- Perception in constituent's eyes of continuous "business closings"
- Trend of growing economy is apparent here in Carroll

Public Safety

- Escalation of break-ins, theft, property damage
- The City/County Communications Center 28E agreement should be renegotiated for equity. (Currently, the City of Carroll is the only incorporated city in the county that provides additional funding for operational cost of the Communications Center. All cities within the county utilize the Communications Center for dispatch of each entity's emergency services with no additional operational fees paid)

City Operations and Facilities

- Street Maintenance Facility construction
- City Staffing:
 - Competitive pay
 - Employee retention
 - Workforce availability
- Maintaining of public grounds
- Library
 - New initiatives and programs have been pulled from the library's proposed long-range plan (2018-2022)
 - Libraries combatting fake news and educating people how to locate accurate information
 - Libraries are transitioning into becoming a community space and offering a variety of different services to meet community needs
 - Technology is changing how libraries operate
 - Concern for work morale with the lack of room for staff to run operations out of
 - Concern of staff overload—as programs are increased, staff have to take on additional job tasks

Parks and Recreation

- Public wants City to move ahead with Rec Center/Rec Center pool improvements
- Lack of any modernized shelter house for year-round use

Other

- Lack of population growth
- DMACC is growing and is very integrated into the community
- Voting turnout is on the rise (younger demographics)

On-Going Commitments/ Obligations

The following were identified as on-going commitments/obligations for the upcoming 24 month period:

- Implementation of Library /City Hall concept/financing plan, design and construction
- Council adoption of Financial Policies
- Wastewater Treatment Plant improvements – comply with disinfection and nutrient reduction requirements – implementation of multi-year plan
- Continue street improvements
- Grant Rd/Hwy 30 improvements
- Implement Street Maintenance Building project
- Water distribution study
- Continue Corridor of Commerce streetscapes on planned basis
 - Phase IX
- Implement Housing Study – continue to study issue; make a decision regarding the city role
- Make a decision regarding rental housing, sidewalk repair, and code enforcement, including staffing
- Develop plan/strategy for Rec Center for long-term viability
 - Programming, membership, financing, operational and physical improvements
 - Start Rec Center improvement projects
- Develop plans regarding Graham Park Athletic District, including parking.
- Trails expansion
- Make a decision regarding design of city gateway signs at entryways to city.

New Priority Programs, Policies and Initiatives

The participants reviewed potential new programs, policies and initiatives for consideration and selected the following as priorities for the upcoming 24 month period (listed in priority order):

- Revisit traffic signal situation – Hwy 30 at Court and Adams, including pedestrian crossing across Hwy 30
- Identify and evaluate alternatives for affordable lot prices to include city land acquisition and/or infrastructure
- A more permanent set of pickle ball courts - at Northwest Park

A complete list of all programs and initiatives considered by the Mayor and City Council members is attached as **Exhibit A**.

Organizational Effectiveness

The Mayor and City Council reviewed a variety of ideas relating to improving organizational effectiveness to accomplish the selected goals and priorities. After review and discussion, the Mayor and City Council selected the following steps to improve organizational effectiveness:

- Continue to hold work sessions for significant projects:
 - Have a specific goal/goals for each work session to ensure we are moving forward
 - Provide information prior to the work session prior to make efficient use of Council's time, prepare questions, etc.
 - Consider holding some work session; on off-council meeting night
- Use a systemic approach towards reviewing the city's goals: - consider identify dates
 - Identify timelines and person responsible for implementing/coordinating
- Continue to identify methods to enhance communications with the public
- Develop written Rules of Procedure for council meetings
- Evaluate digitizing council materials, so transfer and sharing of information is more seamless and timely
- Provide enhanced training to the Council on the budget and city finances

Final Comments

It was a pleasure to once again assist the City of Carroll with this goal setting process. I continue to be highly impressed with the level of cooperation and positive attitudes of the elected officials and staff.

It is important to note that the prioritization of projects and initiatives is not "cast in stone." They can be modified as new circumstances may occur.

It is recommended that city staff prepare an "action plan" for accomplishing the planning goals. The action plan would define the steps that would be needed to accomplish each goal, identify who is responsible for implementation, and establish a timeline for accomplishment. The action plan should then be presented to the Mayor and City Council for review and approval. It is also recommended that staff review with the Mayor and City Council the status of implementing the goals on a quarterly basis.

Jeff Schott
Institute of Public Affairs
University of Iowa
December 15, 2017

Exhibit A

City of Carroll
Goal Setting Session – 2017

SIGNIFICANT INITIATIVES OR PROGRAMS CONSIDERED

- Staff input - We need to focus on the projects we have already committed to
 - Some will extend beyond two years. (See Annual Planning Session Update, Sept. 30, 2017)
 - Especially with the Library/City Hall project, additional projects are not advisable at this time. Work we should continue working on includes:
 - ✓ Grant Rd/Highway 30 Improvements
 - ✓ Rec Center
 - ✓ Street Maintenance Facility
 - ✓ Trail Expansion
 - ✓ City Entry Signs
 - ✓ Corridor of Commerce
 - ✓ <Other commitments/priorities - See On-Going Commitments>

- We need to focus on the projects we have already committed to
- Revisit quiet zones; silence train horns
- Revisit traffic signal situation – Hwy 30 at Court and Adams, including pedestrian crossing across Hwy 30
- Affordable housing construction
- Identify and evaluate alternatives for affordable lot prices to include city land acquisition and/or infrastructure
- Use TIF money for the housing shortage
- Neighborhood rejuvenation projects (Region XII?)
- Repair of N. West Street between 13th and 18th
 - Improvements to storm drain SW corner of 16th and N. West – excessive snow
- New lighting at the Youth Sports Complex
- Continue/extend trails to soccer complex and across Highway 30
- Investigate providing fitness equipment in conjunction with trail system (e.g. NFC fitness court)
- Miracle Field
- Consider shelter house improvements, in particular air conditioning at South Side Shelter House
- A more permanent set of pickle ball courts - At Northwest Park
- Dog Park

- Attempt to renegotiate the City/County Communications Center 28E agreement for equity.
- Citizen survey to assist in guiding service levels and capital programming
- Learn more about and provide information about the Community Endowment Fund

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 *MSPW*

DATE: January 3, 2018

SUBJECT: Rules of Procedures for the City Council

As part of the annual goal setting meeting on December, 14, 2017, the City Council identified their desire to develop written Rules of Procedure for council meetings to improve organizational effectiveness. Staff is seeking guidance from the City Council on if they would like to have a Council subcommittee to begin work on developing the written Rules of Procedure that would then be presented to the entire Council for consideration or if the entire Council would like to work on developing them.

Jeff Schott from the Institute of Public Affairs at the University of Iowa has agreed to come to Carroll to work with either a subcommittee or entire Council to develop procedures. Staff has worked over the past several weeks to compile examples of City Council Rules of Procedures from around the state.

RECOMMENDATION: Consider making a motion on if the written Rules of Procedure for council meetings will be initially developed by a Council subcommittee or by the entire Council. If the Council selects to develop them by a subcommittee, then select the council members for the subcommittee.

City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Honorable Mayor and Members of the City Council

FROM: Mike Pogge-Weaver, City Manager *MPW-10*

DATE: January 4, 2018

SUBJECT: Committee Reports

1. Library Board (meets 3rd or 4th Monday of month) – **December 20, 2017**
2. Board of Adjustment (meets 1st Monday of month) –
3. Planning and Zoning Commission (meets 2nd Wednesday of month) –
4. Carroll Airport Commission (meets 2nd Monday of month) – **December 11, 2017**
5. Parks, Recreation & Cultural Advisory Board (meets 3rd Monday of January, March, May, July, September and November) –
6. Carroll County Solid Waste Management Commission (meets 2nd Tuesday of month) –
7. Historical Preservation Commission (no regular meeting dates) –
8. Safety Committee (no regular meeting dates) –
9. Civil Service Commission (as needed) –

Library Board Minutes

December 20, 2017

The Carroll Board of Trustees met in the Mayor's Conference Room of City Hall. Trustees present were: Janet Auge (5:30), Jacob Fiscus, Tom Louis, Summer Parrott, Paul Reicks, Carol Shields, Kyle Ulveling, and Director Rachel Van Erdewyk. Trustees absent were: Sondra Rierson and Ralph von Qualen. Also present was city councilman, Lavern Dirx.

Fiscus called the meeting to order at 5:17. It was moved by Shields and seconded by Reicks to approve the agenda. All voted aye. Auge absent. It was moved by Louis and seconded by Parrott to approve the minutes of the November meeting. All voted aye. Auge absent. It was moved by Louis and seconded by Reicks to approve the bills. All voted aye. Auge absent.

Director's Report: Children's librarian, Diane Tracy, had toddler story time, outreach programs, pet readers, and open library read aloud; it brings her numbers to over 930 for the month. Diane provided tours for Carroll Public and Kuemper Catholic preschoolers (as they do not have library time at school) and, with Dr. Whoot, attended Title 1 Family Night, reading to children and signing up younger children for the 1,000 Books before Kindergarten program. Authors Glen Braddy and Dick Tighe held a book signing. The library hosted Reclaim Your Holidays, partnered by ISU Extension and Carroll Area Nursing, for some stress-free gift crafting.

Old Business: An update was given on the progress of the library/city hall project. Auge arrived during discussion.

New Business: Discussion was held on the holiday closings for 2018. It was moved by Parrott and seconded by Reicks to approve the holiday closings, to be aligned with the public works union contract. All voted aye. More library policies were reviewed. On the "Materials Selection Policy", it was moved by Ulveling and seconded by Shields to change the wording to "What are the benefits of this material?" on the "Request for Reconsideration of Library Materials" form. All voted aye. On the "Sex Offender Policy", it was moved by Ulveling and seconded by Reicks to accept the policy as written. All voted aye. Van Erdewyk discussed plans and ideas for the library in the next five years. It was moved by Ulveling and seconded by Auge to approve the Library Strategic Plan for 2018-2022. All voted aye. Discussion was held on the December 18th City Council meeting and the contract with the architecture firm OPN. It was moved by Louis and seconded by Parrott to endorse the action of the City Council on the contract with OPN. All voted aye. Discussion was then held on the City Council decision for a lease agreement for the library with Badding Construction Co. It was moved by Louis and seconded by Auge to endorse the action of the City Council on the agreement with Badding Construction Co. All voted aye.

It was moved by Louis and seconded by Auge to adjourn. All voted aye. Meeting adjourned at 6:05. Next regular meeting will be January 15, 2018.

CARROLL AIRPORT COMMISSION

Regular Meeting

The regular meeting of the Carroll Airport Commission was held on Monday, December 11, 2017, at the Arthur Neu Airport. Commission members in attendance were Greg Siemann, Gene Vincent, Kevin Wittrock and Dick Fulton. Norman Hutcheson attended via phone. Also attending were Mr. Pete Crawford, engineer, Don Mensen, airport manager and Carol Schoepfner, recording secretary. Vice-Chairman Siemann conducted the 5:30 P.M. meeting.

MINUTES

The minutes of the previous meeting were reviewed by the Commission. A motion by Comm. Vincent and seconded by Comm. Fulton was made to approve the minutes. Motion carried by Commissioners Siemann, Vincent, Wittrock and Fulton.

ENTRANCE DRIVE PROJECT

Mr. Crawford reported everything is finished on the drive entrance project except the seeding which will be done next spring. He also had the bill for concrete testing from Terracon in the amount of \$4,157.25. A motion by Comm. Vincent and seconded by Comm. Fulton was made to approve payment to Terracon. Motion carried by Commissioners Siemann, Vincent, Wittrock and Fulton.

ENTRANCE LIGHTING PROJECT

Venteicher Electric have all poles and lights installed. Mr. Crawford presented a bill for the contract amount of \$25,362.00. Venteicher Electric needs to install the light for the airport sign and some base work on the poles. It was decided to retain \$2,362.00 until all the work is finished. A motion by Comm. Siemann and seconded by Comm. Vincent was made to pay Venteicher Electric \$23,000.00. Motion carried by Commissioners Siemann, Vincent, Wittrock and Fulton. Mr. Crawford did a workup on the cost of the entrance and lighting projects along with the FAA grants. He determined the needed additional costs of both projects would be \$87,455.00. The FAA could have discretionary funding or the amount could come out of the 2018/2019 FAA CIP funding. No guarantee on funding.

FAA CIP 5 YEAR PLAN

The FAA CIP 5 year plan was discussed. The plan is due at the FAA on December 22nd. Revisions were made from the last meeting. There will be no projects in the 2018/2019 fiscal year. Others in succession will be resealing runway pavement 3/21, replacing runway lighting with LED lighting and updating the Master Plan. There are others but this will take the funding requests to 2012. A motion by Comm. Wittrock and seconded by Comm. Fulton was made to approve the CIP plan and have Mr. Crawford submit this to the FAA. Motion carried by Commissioners Siemann, Vincent, Wittrock and Fulton. Commission Hutcheson approved the plan by phone.

2017/2018 RE-ESTIMATE BUDGET

The re-estimated budget of 2017/2018 was increased by \$7,000.00. All but \$1,000.00 was needed in the line item consultant because of the attorney fees on the Danner grain leg. A motion by Comm. Vincent and seconded by Comm. Fulton was made to approve the 2017/2018 budget of \$190,900.00. Motion carried by Commissioners Siemann, Vincent, Wittrock and Fulton. Comm. Hutcheson approved by phone.

2018/2019 BUDGET

A budget of \$172,100.00 was presented to the Commission for approval. After discussion a motion by Comm. Wittrock and seconded by Comm. Vincent was made to approve the 2018/2019 budget. Motion carried by Commissioners Siemann, Vincent, Wittrock and Fulton. Comm. Hutcheson approved by phone.

AIRPORT MANAGER AND SECRETARY CONTRACTS

The three year contract for the airport manager was discussed. The new contract of \$79,200.00 per year was discussed for the airport manager. The facility lease will remain at \$2,200.00 per month. A motion by Comm. Hutcheson by phone and seconded by Comm. Wittrock was made to approve the airport manager's contract and facility lease. Motion carried by Commissioners Siemann, Vincent, Wittrock and Fulton. Comm. Hutcheson approved by phone. A motion by Comm. Hutcheson by phone and seconded by Comm. Wittrock was made to approve the three year contract for the recording secretary that will remain at \$350.00 per

month. Motion carried by Commissioners Siemann, Vincent, Wittrock and Fulton. Comm. Hutcheson approved by phone.

TOPICS DISCUSSED:

The water line to the shop split and had to be dug up.

New printer was installed for the fuel delivery system.

Inspection on the tanks required an airtight cap. This may require more maintenance in the future.

BILLS

The following bills were presented to the Carroll Airport Commission for approval:

Carroll Aviation	contract	\$	6,450.00
McClure Engineering	CIP funding ap		1,110.00
Unified Contracting	card reader printer		390.44
Carroll Cleaning	cleaning supplies		100.92
Community Oil	equipment fuel		1,311.60
Kitt Plumbing	bathroom repair		203.00
Midwest Wholesale	misc'l supplies		98.86
Wittrock Motor	November car rental		375.00
Syn-Tech Systems	tech support/fuel master		550.00
Bernholtz Masonry	remove airport sign		144.00
Halbur Hardware	dig up water line		683.90
Ecowater	cooler rent/water		101.96
Carroll Refuse	November garbage		57.00
Options Ink	indemnity agreements		31.05
Raccoon Valley Elec	November electric service		1,231.58
McClure Engineering	entrance drive project		2,876.50
Venteicher Electric	entrance lighting		23,000.00
Terracon	testing/drive project		4,157.25
Carol Schoeppner	secretary contract		350.00

A motion by Comm. Vincent and seconded by Comm. Fulton was made to approve the bills as presented to the Carroll Airport Commission. Motion carried by Commissioners Siemann, Vincent, Wittrock and Fulton.

There being no further business, a motion by Comm. Wittrock and seconded by Comm. Vincent was made to adjourn at 7:27 P.M..

The next regular meeting of the Carroll Airport Commission will be January 8, 2018 at the Arthur Neu Airport.

December 11, 2017

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Chairman/Vice-Chairman

ATTEST:

CARROLL AIRPORT COMMISSION

Regular Meeting

Monday, January 8, 2018

5:30 P.M.

Arthur Neu Airport

Agenda

Approve minutes from previous meeting

Farm contracts

Equipment report

New Business

Approve monthly bills

CARROLL CITY COUNCIL SCHEDULE OF EVENTS 2018

IF YOU ARE UNABLE TO ATTEND A MEETING, PLEASE NOTIFY MIKE OR LAURA AS FAR IN ADVANCE AS POSSIBLE, SO THAT IT CAN BE DETERMINED IF A QUORUM WILL BE PRESENT. ALSO LET THEM KNOW IF YOU PLAN TO BE LATE, FOR THE SAME REASON

Monday	January 08	5:15 PM	Council Meeting
Monday	January 22	5:15 PM	Council Meeting with delivery of budget books
Monday	January 29	5:15 PM	1 st Budget Work Session
Thursday	February 01	5:15 PM	2 nd Budget Work Session
Monday	February 05	5:15 PM	3 rd Budget Work Session
Thursday	February 08	5:15 PM	4 th Budget Work Session (as needed)
Monday	February 12		Chamber Annual Banquet
Tuesday	February 13	5:15 PM	Council Meeting
Monday	February 26	5:15 PM	Council Meeting
Monday	March 12	5:15 PM	Council Meeting Adopt FY 17-18 Budget
Monday	March 26	5:15 PM	Council Meeting
Monday	April 09	5:15 PM	Council Meeting
Monday	April 23	5:15 PM	Council Meeting
Monday	May 14	5:15 PM	Council Meeting
Tuesday	May 29	5:15 PM	Council Meeting
Monday	June 11	5:15 PM	Council Meeting
Monday	June 25	5:15 PM	Council Meeting
Monday	July 09	5:15 PM	Council Meeting
Monday	July 23	5:15 PM	Council Meeting
Monday	August 13	5:15 PM	Council Meeting
Monday	August 27	5:15 PM	Council Meeting

Monday	September 10	5:15 PM	Council Meeting
Monday	September 24	5:15 PM	Council Meeting
Monday	October 08	5:15 PM	Council Meeting
Monday	October 22	5:15 PM	Council Meeting
Monday	November 12	5:15 PM	Council Meeting
Monday	November 26	5:15 PM	Council Meeting
Monday	December 10	5:15 PM	Council Meeting
Monday	December 17	5:15 PM	Council Meeting

Please note the above dates for meetings. You are encouraged to attend meetings other than the Council meetings (expenses will be paid by the City). Please let the City Manager know, well in advance, if you wish to attend meetings other than council meetings and he will arrange registration and transportation (if necessary). Last updated January 4, 2018