

# City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

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**GOVERNMENTAL BODY:** Carroll City Council

**DATE OF MEETING:** June 25, 2018

**TIME OF MEETING:** 5:15 P.M.

**LOCATION OF MEETING:** City Hall Council Chambers

**[www.cityofcarroll.com](http://www.cityofcarroll.com)**

## AGENDA

- I. Pledge of Allegiance
- II. Roll Call
- III. Consent Agenda
  - A. Approval of Minutes of the June 11 Meeting
  - B. Approval of Bills and Claims
  - C. Licenses and Permits:
    1. New Special Class "C" Liquor License with Class "B" Wine Permit with Carryout Wine – Including Native Wine - *Bordenaro's Meat Market*
    2. New Class "C" Liquor License – *J. Mueggenberg LLC d/b/a Hour Glass*
- IV. Oral Requests and Communications from the Audience
- V. Ordinances

None
- VI. Resolutions
  - A. Recreation Center Main Entrance Construction Contract
  - B. Northeast Park All Inclusive Playground Equipment – 2018 – Report of Bid Opening
  - C. Annual Property & Liability Insurance Renewal
  - D. Northwest Park Pickleball Court Complex
    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
  - E. Downtown Streetscape Phase 9 – Construction Phase Services Agreement
  - F. Re-Subdivision of Lot B of Lot 3 & Lot 4 Eastview First Subdivision, City of Carroll, Carroll County, Iowa – Preliminary and Final Plat

VII. Reports

- A. West Central Iowa Rural Water Association – Request to Provide Water Service within Two-Mile Limit
- B. Discussion: Carroll Park Apartments Development Incentives

VIII. Committee Reports

- IX. Monthly Activity Reports
- X. Comments from the Mayor
- XI. Comments from the City Council
- XII. Comments from the City Manager
- XIII. Adjourn

July/August Meetings:

- Board of Adjustment – July 2, 2018
- City Council – July 9, 2018
- Planning and Zoning Commission – July 11, 2018
- Library Board of Trustees – July 16, 2018
- Parks, Recreation and Cultural Advisory Board – July 16, 2018
- City Council – July 23, 2018
- Board of Adjustment – August 6, 2018
- Planning and Zoning Commission – August 8, 2018
- City Council – August 13, 2018
- Library Board of Trustees – August 20, 2018
- City Council – August 27, 2018

[www.cityofcarroll.com](http://www.cityofcarroll.com)



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

COUNCIL MEETING

JUNE 11, 2018

(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: LaVern Dirkx, Jerry Fleshner, Clay Haley, Mike Kots, and Carolyn Siemann. Absent: Misty Boes. Mayor Eric Jensen presided and Attorney Barry Bruner was in attendance in the absence of City Attorney Dave Bruner.

\* \* \* \* \*

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

\* \* \* \* \*

It was moved by Kots, seconded by Haley, to approve the following items on the consent agenda: a) minutes of the May 29 Council meeting, as written; b) bills and claims in the amount of \$1,964,550.52; c) the following licenses and permits: New Class "C" Liquor License with Sunday Sales – *Brothers on Main*, New 5-day Class "B" Beer (Includes Wine Coolers) with Class "B" Native Wine Permit – *Carroll Brewing Company – June 15, 2018*, Renewal of Class "C" Beer Permit with Class "B" Native Wine Permit and Sunday Sales – *Casey's General Store #3025*, Renewal of Class "B" Beer Permit including Wine Cooler with Sunday Sales – *Pizza Hut*, and Renewal of Class "C" Beer Permit with Sunday Sales – *Drees Oil Company, Inc.*; d) Council appointment of Summer Boes to the Parks, Recreation and Cultural Advisory Board to a three (3) year term to expire May 31, 2021; and e) the renewal of the following cigarette permits: Casey's General Store #3082, Casey's General Store #3025, Dollar General #2756, Don Roy's Inc. dba Ossy's/Piranha Club, Drees Oil Co., Inc., Fareway Stores, Inc. #409, Golf Services, LLC, Hy-Vee, Kimmes Carroll Country Store 1, Kimmes Carroll Country Store 2, Reiling's 71-South, Sparky's One Stop #25, Sparky's One Stop #29, The Vaped Ape, Walgreens #10770, and Wal-Mart Supercenter #1787. On roll call, all present voted aye. Absent: Boes. Motion carried.

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There were no oral requests or communications from the audience.

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Mayor Eric Jensen read a proclamation declaring June 15, 2018 as World Elder Abuse Awareness Day in Carroll and encourage all of our communities to recognize and celebrate older adults and their ongoing contributions to the success and vitality of our country. No Council action taken.

\* \* \* \* \*

It was moved by Haley, seconded by Fleshner, to approve Resolution No. 1860, Accepting the Proposal of Barker and Lemar Engineering Consultants for a Phase I Environmental Site Assessment Update in the amount of \$3,085.00 plus \$290.00 if a lien search is required. On roll call, all present voted aye. Absent: Boes. Motion carried.

\* \* \* \* \*

It was moved by Kots, seconded by Fleshner, to accept the report of bid opening and reject the bid from Precision Concrete Services, Inc. for the Street Resurfacing – 2018 Project. On roll call, all present voted aye. Absent: Boes. Motion carried.

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It was moved by Haley, seconded by Fleshner, to approve the fireworks permit allowing J & M Displays and American Home Shield to display fireworks on City property at Merchants Park on July 21, 2018. On roll call, all present voted aye. Absent: Boes. Motion carried.

\* \* \* \* \*

It was moved by Haley, seconded by Fleshner, to accept the bid from Badding Construction in the amount of \$54,500.00 plus any costs associated with the removal and replacement of unsuitable soils for the Rec Center Main Entrance ADA Upgrades Project. On roll call, all present voted aye. Absent: Boes. Motion carried.

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It was moved by Kots, seconded by Haley, to approve the amendments to the Job Description – Captain Policy for the Carroll Police Department. On roll call, all present voted aye. Absent: Boes. Motion carried.

\* \* \* \* \*

It was moved by Fleshner, seconded by Haley, to adjourn at 5:46 p.m. On roll call, all present voted aye. Absent: Boes. Motion carried.

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Eric P. Jensen, Mayor

ATTEST:

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Laura A. Schaefer, City Clerk



PAID ITEMS DATES	: 6/08/2018 THRU 6/21/2018	6/08/2018 THRU 6/21/2018	6/08/2018 THRU 6/21/2018
PARTIALLY ITEMS DATES:	6/08/2018 THRU 6/21/2018	6/08/2018 THRU 6/21/2018	6/08/2018 THRU 6/21/2018
UNPAID ITEMS DATES	:	6/08/2018 THRU 6/21/2018	6/08/2018 THRU 6/21/2018

VENDOR	---- VENDOR NAME ----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----BALANCE---
01-001704	ACCO	CHEMICALS	2,236.72	0.00	000000	0/00/00	2,236.72
01-001704	ACCO	POOL CHEMICALS	297.30	0.00	000000	0/00/00	297.30
01-001704	ACCO	POOL CHEMICALS	1,224.50	0.00	000000	0/00/00	1,224.50
		** TOTALS **	3,758.52	0.00			3,758.52
01-001698	ADVANCED LASER TECHNOLOGI	LASER PRINTER	328.39	0.00	000000	0/00/00	328.39
		** TOTALS **	328.39	0.00			328.39
01-000933	AGRI ASSOCIATES	FARM CHEMICALS	327.52	327.52-	111572	6/14/18	0.00
01-000933	AGRI ASSOCIATES	FARM CHEMICALS	510.11	510.11-	111572	6/14/18	0.00
		** TOTALS **	837.63	837.63-			0.00
01-001910	AHLERS & COONEY P.C.	MISC CITY HALL/LIBRARY	1,409.00	0.00	000000	0/00/00	1,409.00
01-001910	AHLERS & COONEY P.C.	ROLLING HILLS SOUTH UR PLAN	598.50	0.00	000000	0/00/00	598.50
01-001910	AHLERS & COONEY P.C.	704 DEV. CORP. AGREEMENT	1,046.00	0.00	000000	0/00/00	1,046.00
01-001910	AHLERS & COONEY P.C.	UR - GENERAL INFO	324.50	0.00	000000	0/00/00	324.50
01-001910	AHLERS & COONEY P.C.	MISC EMPLOYMENT ISSUES	1,239.00	0.00	000000	0/00/00	1,239.00
		** TOTALS **	4,617.00	0.00			4,617.00
01-003259	ALICE TRAINING INSTITUTE	ALICE TRAINING	595.00	0.00	000000	0/00/00	595.00
		** TOTALS **	595.00	0.00			595.00
01-012650	ALLIANT ENERGY-IES UTILIT	GAS BILLS	2,743.18	2,743.18-	111584	6/14/18	0.00
		** TOTALS **	2,743.18	2,743.18-			0.00
01-002080	AMAZON/SYNCHRONY BANK	BOOKS AND VIDEOS	215.60	215.60-	111604	6/21/18	0.00
		** TOTALS **	215.60	215.60-			0.00
01-002280	AMERICAN PUBLIC WORKS	MEMBERSHIP DUES	330.00	0.00	000000	0/00/00	330.00
		** TOTALS **	330.00	0.00			330.00
01-002350	ARCADIA LIMESTONE CO.	RED MULCH	28.55	0.00	000000	0/00/00	28.55
		** TOTALS **	28.55	0.00			28.55
01-002370	ARNOLD MOTOR SUPPLY	SUPPLIES	2.03	0.00	000000	0/00/00	2.03
01-002370	ARNOLD MOTOR SUPPLY	SUPPLIES	28.98	0.00	000000	0/00/00	28.98
01-002370	ARNOLD MOTOR SUPPLY	SUPPLIES	10.99	0.00	000000	0/00/00	10.99
01-002370	ARNOLD MOTOR SUPPLY	SUPPLIES	8.29	0.00	000000	0/00/00	8.29
		** TOTALS **	50.29	0.00			50.29
01-002805	BADDING CONSTRUCTION CO.	JULY LEASE PAYMENT	4,725.00	0.00	000000	0/00/00	4,725.00
		** TOTALS **	4,725.00	0.00			4,725.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	807.94	807.94-	111607	6/21/18	0.00

PAID ITEMS DATES :	===== <u>PAYMENT DATES</u> =====	===== <u>ITEM DATES</u> =====	===== <u>POSTING DATES</u> =====
PARTIALLY ITEMS DATES:	6/08/2018 THRU 6/21/2018	6/08/2018 THRU 6/21/2018	6/08/2018 THRU 6/21/2018
UNPAID ITEMS DATES :	6/08/2018 THRU 6/21/2018	6/08/2018 THRU 6/21/2018	6/08/2018 THRU 6/21/2018

VENDOR	---- VENDOR NAME ----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----BALANCE---
01-002818	BAKER AND TAYLOR INC.	BOOKS	121.10	121.10-	111607	6/21/18	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	428.72	428.72-	111607	6/21/18	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	517.18	517.18-	111607	6/21/18	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	492.83	492.83-	111607	6/21/18	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	15.50	15.50-	111607	6/21/18	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	2.75	2.75-	111607	6/21/18	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	6.75	6.75-	111607	6/21/18	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	9.75	9.75-	111607	6/21/18	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	8.25	8.25-	111607	6/21/18	0.00
		** TOTALS **	2,410.77	2,410.77-			0.00
01-003515	BOMGAARS	US 30 GRANT INTERSECTION	473.64	0.00	000000	0/00/00	473.64
01-003515	BOMGAARS	US 30/GRANT RD INTERSECTION	25.96	0.00	000000	0/00/00	25.96
01-003515	BOMGAARS	SUPPLIES	35.98	0.00	000000	0/00/00	35.98
01-003515	BOMGAARS	CONCRETE SCREED REPAIRS	13.85	0.00	000000	0/00/00	13.85
01-003515	BOMGAARS	BATTERIES	10.99	0.00	000000	0/00/00	10.99
01-003515	BOMGAARS	SUPPLIES	85.98	0.00	000000	0/00/00	85.98
		** TOTALS **	646.40	0.00			646.40
01-003670	BRIGGS INC OF OMAHA	SINK PARTS	50.46	0.00	000000	0/00/00	50.46
		** TOTALS **	50.46	0.00			50.46
01-001155	BRYAN ROCK PRODUCTS INC.	RED BALL DIAMOND	4,323.04	0.00	000000	0/00/00	4,323.04
		** TOTALS **	4,323.04	0.00			4,323.04
01-002785	CALIBRE PRESS LTD	WOMAN IN COMMAND TRAINING	329.00	0.00	000000	0/00/00	329.00
		** TOTALS **	329.00	0.00			329.00
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	85.88	0.00	000000	0/00/00	85.88
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	120.00	0.00	000000	0/00/00	120.00
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	325.76	0.00	000000	0/00/00	325.76
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	110.00	0.00	000000	0/00/00	110.00
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	188.66	0.00	000000	0/00/00	188.66
01-004138	CAPITAL SANITARY SUPPLY	SUPPLIES	6.50	0.00	000000	0/00/00	6.50
		** TOTALS **	836.80	0.00			836.80
01-025028	CAROL SCHOEPPNER	SECRETARY CONTRACT	350.00	350.00-	111587	6/14/18	0.00
		** TOTALS **	350.00	350.00-			0.00
01-003045	CARPET ONE FLOOR & HOME	BATHROOM FLOORING	423.98	423.98-	111577	6/14/18	0.00
		** TOTALS **	423.98	423.98-			0.00
01-000747	CARROLL AUTO SUPPLY	ENGINE TREATMENT	157.92	0.00	000000	0/00/00	157.92
		** TOTALS **	157.92	0.00			157.92

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=====PAYMENT DATES=====
PAID ITEMS DATES : 6/08/2018 THRU 6/21/2018
PARTIALLY ITEMS DATES: 6/08/2018 THRU 6/21/2018
UNPAID ITEMS DATES :
=====ITEM DATES=====
6/08/2018 THRU 6/21/2018
6/08/2018 THRU 6/21/2018
6/08/2018 THRU 6/21/2018
=====POSTING DATES=====
6/08/2018 THRU 6/21/2018
6/08/2018 THRU 6/21/2018
6/08/2018 THRU 6/21/2018
  
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VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-004132	CARROLL AVIATION INC.	CONTRACT	6,450.00	6,450.00-	111579	6/14/18	0.00
		** TOTALS **	6,450.00	6,450.00-			0.00
01-004146	CARROLL CONTROL SYSTEMS	WEB SERVER UPGRADE	6,850.00	0.00	000000	0/00/00	6,850.00
		** TOTALS **	6,850.00	0.00			6,850.00
01-024005	CARROLL EYE CARE ASSOC.	SAFETY GLASSES - WEBER	146.75	0.00	000000	0/00/00	146.75
		** TOTALS **	146.75	0.00			146.75
01-004193	CARROLL FIRE DEPARTMENT	MAY FIRE CALLS AND DRILLS	690.00	0.00	000000	0/00/00	690.00
		** TOTALS **	690.00	0.00			690.00
01-004200	CARROLL LUMBER	LANDSCAPING SUPPLIES	29.93	0.00	000000	0/00/00	29.93
01-004200	CARROLL LUMBER	FORM STAKES	132.00	0.00	000000	0/00/00	132.00
01-004200	CARROLL LUMBER	CONCRETE NAILS	23.02	0.00	000000	0/00/00	23.02
		** TOTALS **	184.95	0.00			184.95
01-002977	CARROLL REFUSE SERVICE	MAY GARBAGE	57.00	57.00-	111575	6/14/18	0.00
01-002977	CARROLL REFUSE SERVICE	MAY TRASH COLLECTIONS	11,900.75	11,900.75-	111480	6/08/18	0.00
		** TOTALS **	11,957.75	11,957.75-			0.00
01-004300	CENTER POINT PUBLISHING	BOOKS	3,789.36	3,789.36-	111616	6/21/18	0.00
		** TOTALS **	3,789.36	3,789.36-			0.00
01-002998	CENTURYLINK	BACK-UP PHONE	56.73	56.73-	111608	6/21/18	0.00
01-002998	CENTURYLINK	BACK-UP PHONE	109.35	109.35-	111609	6/21/18	0.00
		** TOTALS **	166.08	166.08-			0.00
01-001944	CHAD STEINKAMP	FARM SEED AND FERTILIZER	6,143.36	6,143.36-	111574	6/14/18	0.00
		** TOTALS **	6,143.36	6,143.36-			0.00
01-004137	CHAMBER OF COMMERCE	TOURISM PROMOTION	15,964.64	0.00	000000	0/00/00	15,964.64
		** TOTALS **	15,964.64	0.00			15,964.64
01-001393	CHAMPION FORD INC.	#16 VEHICLE REPAIRS	215.00	0.00	000000	0/00/00	215.00
		** TOTALS **	215.00	0.00			215.00
01-002867	CINTAS FIRST AID & SAFETY	SUPPLIES	82.59	0.00	000000	0/00/00	82.59
		** TOTALS **	82.59	0.00			82.59
01-004835	COMMERCIAL SAVINGS BANK	JUNE WATER ACH PROCESSING FEES	114.00	114.00-	000000	6/15/18	0.00
01-004835	COMMERCIAL SAVINGS BANK	FEDERAL WITHHOLDINGS	12,123.85	12,123.85-	000221	6/21/18	0.00
01-004835	COMMERCIAL SAVINGS BANK	FICA WITHHOLDING	15,927.12	15,927.12-	000221	6/21/18	0.00

		=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====			
PAID ITEMS DATES :		6/08/2018 THRU 6/21/2018	6/08/2018 THRU 6/21/2018	6/08/2018 THRU	6/21/2018		
PARTIALLY ITEMS DATES:		6/08/2018 THRU 6/21/2018	6/08/2018 THRU 6/21/2018	6/08/2018 THRU	6/21/2018		
UNPAID ITEMS DATES :			6/08/2018 THRU 6/21/2018	6/08/2018 THRU	6/21/2018		
VENDOR	---- VENDOR NAME ----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----BALANCE---
01-004835	COMMERCIAL SAVINGS BANK	MEDICARE WITHHOLDING	4,636.20	4,636.20-	000221	6/21/18	0.00
		** TOTALS **	32,801.17	32,801.17-			0.00
01-004836	COMMUNITY OIL CO. INC.	FUEL FOR EQUIPMENT	1,267.46	1,267.46-	111580	6/14/18	0.00
		** TOTALS **	1,267.46	1,267.46-			0.00
01-000366	COMPUTER & NETWORK SPEC	COMPUTER ISSUES	348.00	0.00	000000	0/00/00	348.00
01-000366	COMPUTER & NETWORK SPEC	COMPUTER REPAIRS	30.00	0.00	000000	0/00/00	30.00
		** TOTALS **	378.00	0.00			378.00
01-000911	COMPUTER CONCEPTS OF IOWA	IT MAINTENANCE	240.00	240.00-	111601	6/21/18	0.00
01-000911	COMPUTER CONCEPTS OF IOWA	IT MAINTENANCE	26.66	26.66-	111601	6/21/18	0.00
01-000911	COMPUTER CONCEPTS OF IOWA	TEMPORARY LOCATION	2,490.00	2,490.00-	111601	6/21/18	0.00
		** TOTALS **	2,756.66	2,756.66-			0.00
01-003214	COREMARK MIDCONTINENT INC	CONCESSIONS RETURNED	21.00-	0.00	000000	0/00/00	21.00-
01-003214	COREMARK MIDCONTINENT INC	CONCESSIONS	1,066.48	0.00	000000	0/00/00	1,066.48
01-003214	COREMARK MIDCONTINENT INC	CONCESSIONS	537.65	0.00	000000	0/00/00	537.65
		** TOTALS **	1,583.13	0.00			1,583.13
01-002934	COREY & RON'S LAWN SERVIC	LAMAACK NUISANCE	65.00	0.00	000000	0/00/00	65.00
		** TOTALS **	65.00	0.00			65.00
01-001595	COUNSEL OFFICE & DOCUMENT	COPIER CONTRACT	239.37	239.37-	111602	6/21/18	0.00
01-001595	COUNSEL OFFICE & DOCUMENT	OPERATING SUPPLIES	6.97	6.97-	111602	6/21/18	0.00
01-001595	COUNSEL OFFICE & DOCUMENT	COPIER CONTRACT	260.83	0.00	000000	0/00/00	260.83
01-001595	COUNSEL OFFICE & DOCUMENT	COPIER CONTRACT	40.53	0.00	000000	0/00/00	40.53
01-001595	COUNSEL OFFICE & DOCUMENT	COPIER CONTRACT	437.23	437.23-	111602	6/21/18	0.00
		** TOTALS **	984.93	683.57-			301.36
01-005395	D & K PRODUCTS	CHEMICALS	2,194.00	0.00	000000	0/00/00	2,194.00
01-005395	D & K PRODUCTS	CHEMICALS	7,881.25	0.00	000000	0/00/00	7,881.25
01-005395	D & K PRODUCTS	CHEMICALS	1,052.35	0.00	000000	0/00/00	1,052.35
		** TOTALS **	11,127.60	0.00			11,127.60
01-002648	D/R ELECTRIC INC.	SOUTH SIDE SHELTER A.C.	431.29	0.00	000000	0/00/00	431.29
		** TOTALS **	431.29	0.00			431.29
01-005410	DAILY TIMES HERALD	PUBLICITY SUPPLIES	230.00	230.00-	111617	6/21/18	0.00
		** TOTALS **	230.00	230.00-			0.00
01-003255	DENTLINGER CONSTRUCTION	REMODEL BATHROOM	3,271.96	3,271.96-	111578	6/14/18	0.00
		** TOTALS **	3,271.96	3,271.96-			0.00

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UNPAID ITEMS DATES :		6/08/2018 THRU 6/21/2018	6/08/2018 THRU 6/21/2018

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-005645	DEPARTMENT OF PUBLIC SAFE	NCIC	300.00	0.00	000000	0/00/00	300.00
		** TOTALS **	300.00	0.00			300.00
01-000781	DIXON CONSTRUCTION CO.	US 30/GRANT RD INTERSECTION	322,714.73	0.00	000000	0/00/00	322,714.73
		** TOTALS **	322,714.73	0.00			322,714.73
01-002776	DOLLAR GENERAL - REGIONS	SWIMMERS FOR RESALE	24.00	0.00	000000	0/00/00	24.00
		** TOTALS **	24.00	0.00			24.00
01-006275	DREES OIL CO. INC.	UNLEADED GASOLINE	926.91	0.00	000000	0/00/00	926.91
01-006275	DREES OIL CO. INC.	DIESEL FUEL	1,108.31	0.00	000000	0/00/00	1,108.31
		** TOTALS **	2,035.22	0.00			2,035.22
01-006725	EARL MAY STORE	FLOWERS	21.97	21.97-	111581	6/14/18	0.00
01-006725	EARL MAY STORE	TREES	448.00	0.00	000000	0/00/00	448.00
01-006725	EARL MAY STORE	5TH AND MAIN REPLANTING	699.80	0.00	000000	0/00/00	699.80
		** TOTALS **	1,169.77	21.97-			1,147.80
01-000258	EBSO SUBSCRIPTION SERVIC	DATABASE RENEWAL	5,078.00	5,078.00-	111598	6/21/18	0.00
		** TOTALS **	5,078.00	5,078.00-			0.00
01-012590	ECHO ELECTRIC SUPPLY	GRINDER WHEELS	47.55	0.00	000000	0/00/00	47.55
		** TOTALS **	47.55	0.00			47.55
01-006810	ECOWATER SYSTEMS	COOLER RENT AND WATER	94.05	94.05-	111582	6/14/18	0.00
		** TOTALS **	94.05	94.05-			0.00
01-008027	FAREWAY STORES	CONCESSIONS	3.96	0.00	000000	0/00/00	3.96
		** TOTALS **	3.96	0.00			3.96
01-008050	FASTENAL COMPANY	SAFETY VESTS	71.96	0.00	000000	0/00/00	71.96
01-008050	FASTENAL COMPANY	SAFETY VESTS	48.95	0.00	000000	0/00/00	48.95
01-008050	FASTENAL COMPANY	MARKING PAINT	7.74	0.00	000000	0/00/00	7.74
01-008050	FASTENAL COMPANY	BOLTS - SHOP	34.06	0.00	000000	0/00/00	34.06
		** TOTALS **	162.71	0.00			162.71
01-006860	FELD FIRE EQUIPMENT CO.	BATTERY/TERMINAL SECURITY SYS	31.00	31.00-	111583	6/14/18	0.00
01-006860	FELD FIRE EQUIPMENT CO.	30 GALLON SPILL KIT	304.33	0.00	000000	0/00/00	304.33
		** TOTALS **	335.33	31.00-			304.33
01-000013	FIRE/POLICE RETIREMENT SY	MFPRSI CONTRIBUTIONS	11,195.22	11,195.22-	000222	6/21/18	0.00
		** TOTALS **	11,195.22	11,195.22-			0.00
01-002806	FOUNDATION ANALYTICAL LAB	LAB TESTING	528.00	0.00	000000	0/00/00	528.00

PAID ITEMS DATES :	6/08/2018 THRU 6/21/2018	6/08/2018 THRU 6/21/2018	6/08/2018 THRU 6/21/2018
PARTIALLY ITEMS DATES:	6/08/2018 THRU 6/21/2018	6/08/2018 THRU 6/21/2018	6/08/2018 THRU 6/21/2018
UNPAID ITEMS DATES :		6/08/2018 THRU 6/21/2018	6/08/2018 THRU 6/21/2018

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
		** TOTALS **	528.00	0.00			528.00
01-002137	GAVILON GRAIN LLC	ROAD ROCK SALT	1,826.48	0.00	000000	0/00/00	1,826.48
01-002137	GAVILON GRAIN LLC	ROAD ROCK SALT	1,738.76	0.00	000000	0/00/00	1,738.76
01-002137	GAVILON GRAIN LLC	ROAD ROCK SALT	1,833.96	0.00	000000	0/00/00	1,833.96
		** TOTALS **	5,399.20	0.00			5,399.20
01-009535	GENERAL RENTAL	HAMMER DRILL REPAIRS	138.15	0.00	000000	0/00/00	138.15
01-009535	GENERAL RENTAL	SKILL SAW & BATTERIES	323.00	0.00	000000	0/00/00	323.00
01-009535	GENERAL RENTAL	MISC HAND TOOLS	417.00	0.00	000000	0/00/00	417.00
		** TOTALS **	878.15	0.00			878.15
01-003257	GLOCK INC.	HANDGUN SUPPLIES	280.00	0.00	000000	0/00/00	280.00
		** TOTALS **	280.00	0.00			280.00
01-003239	GLORIA DIANE SLATER	LIFEGUARD RECERTIFICATION	60.00	0.00	000000	0/00/00	60.00
		** TOTALS **	60.00	0.00			60.00
01-001654	GOLDEN VALLEY HARDSCAPES	PLAYGROUND MULCH ROLLING HILLS	1,615.50	0.00	000000	0/00/00	1,615.50
		** TOTALS **	1,615.50	0.00			1,615.50
01-001992	GOLF SERVICES LLC	EMPLOYEE RECOGNITION	532.00	0.00	000000	0/00/00	532.00
		** TOTALS **	532.00	0.00			532.00
01-010150	GRAINGER PARTS	FILTER - ICE MAKER	109.70	0.00	000000	0/00/00	109.70
		** TOTALS **	109.70	0.00			109.70
01-010156	GRAPHIC EDGE, THE	UNIFORM HATS	247.89	0.00	000000	0/00/00	247.89
01-010156	GRAPHIC EDGE, THE	UNIFORM SHIRTS	107.98	0.00	000000	0/00/00	107.98
		** TOTALS **	355.87	0.00			355.87
01-000451	HABERL PLMBG & HEATING	SOUTHSIDE PARK AIR CONDITIONER	2,821.00	0.00	000000	0/00/00	2,821.00
		** TOTALS **	2,821.00	0.00			2,821.00
01-010660	HAWKEYE TRUCK EQUIPMENT	BACK RACK FOR DODGE RAM	275.00	0.00	000000	0/00/00	275.00
01-010660	HAWKEYE TRUCK EQUIPMENT	BACK RACK FOR DODGE RAM	275.00	0.00	000000	0/00/00	275.00
01-010660	HAWKEYE TRUCK EQUIPMENT	BACK RACK FOR DODGE	275.00	0.00	000000	0/00/00	275.00
		** TOTALS **	825.00	0.00			825.00
01-010680	HAWKINS WATER TREATMENT	WATER TREATMENT SUPPLIES	534.32	0.00	000000	0/00/00	534.32
01-010680	HAWKINS WATER TREATMENT	WATER TREATMENT SUPPLIES	341.28	0.00	000000	0/00/00	341.28
		** TOTALS **	875.60	0.00			875.60
01-011831	HY-VEE INC.	BIRTHDAY PARTY SUPPLIES	36.43	36.43	111619	6/21/18	0.00

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=====PAYMENT DATES=====
PAID ITEMS DATES : 6/08/2018 THRU 6/21/2018
PARTIALLY ITEMS DATES: 6/08/2018 THRU 6/21/2018
UNPAID ITEMS DATES :
=====ITEM DATES=====
6/08/2018 THRU 6/21/2018
6/08/2018 THRU 6/21/2018
6/08/2018 THRU 6/21/2018
=====POSTING DATES=====
6/08/2018 THRU 6/21/2018
6/08/2018 THRU 6/21/2018
6/08/2018 THRU 6/21/2018
  
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VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-011831	HY-VEE INC.	SUPPLIES	68.94	68.94-	111619	6/21/18	0.00
		** TOTALS **	105.37	105.37-			0.00
01-012552	INDUSTRIAL BEARING SUPP.	MOWER REPAIRS	43.08	0.00	000000	0/00/00	43.08
01-012552	INDUSTRIAL BEARING SUPP.	MOWER REPAIRS	44.63	0.00	000000	0/00/00	44.63
		** TOTALS **	87.71	0.00			87.71
01-003262	IOWA BARNS	BOOK	29.95	29.95-	111613	6/21/18	0.00
		** TOTALS **	29.95	29.95-			0.00
01-012653	IOWA GOLF COURSE SUPT. AS 2018 SPRING MEETING		100.00	100.00-	111482	6/08/18	0.00
		** TOTALS **	100.00	100.00-			0.00
01-012642	IOWA LAW ENFORCE ACADEMY	ILEA - YORK	6,240.00	0.00	000000	0/00/00	6,240.00
		** TOTALS **	6,240.00	0.00			6,240.00
01-012647	IOWA LEAGUE OF CITIES	IOWA LEAGUE DUES	4,268.00	0.00	000000	0/00/00	4,268.00
		** TOTALS **	4,268.00	0.00			4,268.00
01-012666	IOWA ONE CALL	MAY 2018 LOCATES	208.90	0.00	000000	0/00/00	208.90
		** TOTALS **	208.90	0.00			208.90
01-012685	IOWA SMALL ENGINE CENTER	BLOWER REPAIRS	10.83	0.00	000000	0/00/00	10.83
01-012685	IOWA SMALL ENGINE CENTER	EQUIPMENT REPAIRS	82.64	0.00	000000	0/00/00	82.64
01-012685	IOWA SMALL ENGINE CENTER	CHAIN SAW PARTS	37.72	0.00	000000	0/00/00	37.72
		** TOTALS **	131.19	0.00			131.19
01-012706	IPERS	IPERS CONTRIBUTIONS	16,421.87	16,421.87-	000223	6/21/18	0.00
01-012706	IPERS	IPERS CONTRIBUTIONS	92.60	92.60-	000223	6/21/18	0.00
01-012706	IPERS	IPERS CONTRIBUTIONS	33.83	33.83-	000223	6/21/18	0.00
		** TOTALS **	16,548.30	16,548.30-			0.00
01-002453	JASON MATTHEW LAMBERTZ	PRODUCTION COSTS	960.00	0.00	000000	0/00/00	960.00
		** TOTALS **	960.00	0.00			960.00
01-013917	JEO CONSULTING GROUP INC.	CARROLL STREET RESURFACING	910.00	0.00	000000	0/00/00	910.00
		** TOTALS **	910.00	0.00			910.00
01-025020	JOHN DEERE FINANCIAL	SICKLE MOWER BLADE	47.75	47.75-	111586	6/14/18	0.00
01-025020	JOHN DEERE FINANCIAL	REPAIR PARTS	35.08	35.08-	111586	6/14/18	0.00
01-025020	JOHN DEERE FINANCIAL	REPAIR PARTS	44.07	44.07-	111586	6/14/18	0.00
		** TOTALS **	126.90	126.90-			0.00
01-003233	JON YORK	ILEA MILEAGE	174.40	174.40-	111612	6/21/18	0.00

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=====PAYMENT DATES=====
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UNPAID ITEMS DATES :
=====ITEM DATES=====
6/08/2018 THRU 6/21/2018
6/08/2018 THRU 6/21/2018
6/08/2018 THRU 6/21/2018
=====POSTING DATES=====
6/08/2018 THRU 6/21/2018
6/08/2018 THRU 6/21/2018
6/08/2018 THRU 6/21/2018
  
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VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
		** TOTALS **	174.40	174.40-			0.00
01-002700	JUSTIN FERRIN	K9 TRAINING	54.00	54.00-	111606	6/21/18	0.00
		** TOTALS **	54.00	54.00-			0.00
01-003261	KAREN SCHULZ	MEMBERSHIP REFUND	22.00	0.00	000000	0/00/00	22.00
		** TOTALS **	22.00	0.00			22.00
01-003067	KELSEY HALL	PROGRAM SUPPLIES	31.00	31.00-	111610	6/21/18	0.00
		** TOTALS **	31.00	31.00-			0.00
01-001345	KELTEK INCORPORATED	CAR COMPUTER WITH MOUNTS	6,323.99	0.00	000000	0/00/00	6,323.99
01-001345	KELTEK INCORPORATED	MOUNT ANTENNA	120.18	0.00	000000	0/00/00	120.18
		** TOTALS **	6,444.17	0.00			6,444.17
01-014815	KEYSTONE LABORATORIES	MONTHLY BACTERIA SAMPLES	137.50	0.00	000000	0/00/00	137.50
		** TOTALS **	137.50	0.00			137.50
01-014940	KITT PLBG. AND HTG. INC.	REMODEL BATHROOM	4,041.50	4,041.50-	111585	6/14/18	0.00
		** TOTALS **	4,041.50	4,041.50-			0.00
01-010827	LEON HENDRICKS	MAY CONTRACT METER READER	1,812.26	1,812.26-	111481	6/08/18	0.00
		** TOTALS **	1,812.26	1,812.26-			0.00
01-001193	MARKET ON 30	EMPLOYEE RECOGNITION	26.99	0.00	000000	0/00/00	26.99
		** TOTALS **	26.99	0.00			26.99
01-017133	MASTERCARD	ENHANCE IOWA MEETING EXPENSES	13.59	13.59-	111621	6/21/18	0.00
01-017133	MASTERCARD	PLOTTER PRINTER REPAIRS	109.33	109.33-	111622	6/21/18	0.00
01-017133	MASTERCARD	ACROBAT PRO DC	14.99	14.99-	111623	6/21/18	0.00
01-017133	MASTERCARD	SUPPLIES	115.38	115.38-	111624	6/21/18	0.00
01-017133	MASTERCARD	SIUPPLIES AND ACADEMY UNIFORMS	247.00	247.00-	111625	6/21/18	0.00
		** TOTALS **	500.29	500.29-			0.00
01-002993	MC CLURE ENGINEERING CO.	ENTRANCE DRIVE PROJECT	658.55	658.55-	111576	6/14/18	0.00
		** TOTALS **	658.55	658.55-			0.00
01-012680	MID AMERICAN ENERGY	ELECTRIC BILLS	34,399.69	34,399.69-	111620	6/21/18	0.00
		** TOTALS **	34,399.69	34,399.69-			0.00
01-001804	MID IOWA SOLID WASTE EQUI	CAMERA REPAIRS	5,846.07	0.00	000000	0/00/00	5,846.07
		** TOTALS **	5,846.07	0.00			5,846.07
01-003199	MINITEX	BARCODE LABELS	211.00	211.00-	111611	6/21/18	0.00



PAID ITEMS DATES :	6/08/2018 THRU 6/21/2018	6/08/2018 THRU 6/21/2018	6/08/2018 THRU 6/21/2018
PARTIALLY ITEMS DATES:	6/08/2018 THRU 6/21/2018	6/08/2018 THRU 6/21/2018	6/08/2018 THRU 6/21/2018
UNPAID ITEMS DATES :		6/08/2018 THRU 6/21/2018	6/08/2018 THRU 6/21/2018

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
		** TOTALS **	211.00	211.00-			0.00
01-018110	MUNICIPAL SUPPLY INC.	US 30/GRANT	2,728.00	0.00	000000	0/00/00	2,728.00
		** TOTALS **	2,728.00	0.00			2,728.00
01-018125	MURRAY'S WELDING AND MACH	LIFT GATES	4,858.00	0.00	000000	0/00/00	4,858.00
		** TOTALS **	4,858.00	0.00			4,858.00
01-018408	NAPA AUTO PARTS	HOSE CLAMP #24	10.60	0.00	000000	0/00/00	10.60
01-018408	NAPA AUTO PARTS	AIR HOSE #24	19.98	0.00	000000	0/00/00	19.98
01-018408	NAPA AUTO PARTS	REPAIR PARTS	56.99	0.00	000000	0/00/00	56.99
		** TOTALS **	87.57	0.00			87.57
01-018423	NATIONAL FIRE PROTECTION	NFPA 1123 & DETECTOR HANDOUTS	74.75	0.00	000000	0/00/00	74.75
		** TOTALS **	74.75	0.00			74.75
01-002614	NELSON ELECTRIC OF WESTER	TEMPORARY LOCATION	3,730.00	3,730.00-	111605	6/21/18	0.00
		** TOTALS **	3,730.00	3,730.00-			0.00
01-003263	NETBANKX	MAY PROCESSING FEES	113.36	113.36-	000000	6/15/18	0.00
		** TOTALS **	113.36	113.36-			0.00
01-018634	NEU MINNICH COMITO & NEU	DANNER GRAIN LEG FEES	1,855.52	1,855.52-	111626	6/21/18	0.00
01-018634	NEU MINNICH COMITO & NEU	DANNER GRAIN LEG FEES	525.00	525.00-	111626	6/21/18	0.00
		** TOTALS **	2,380.52	2,380.52-			0.00
01-001301	NEW COOPERATIVE INC	FARM CHEMICALS	22.45	22.45-	111573	6/14/18	0.00
		** TOTALS **	22.45	22.45-			0.00
01-001069	NORTH CENTRAL CORRECTIONA	INMATE LABOR	60.00	0.00	000000	0/00/00	60.00
		** TOTALS **	60.00	0.00			60.00
01-019124	NORTH CENTRAL LABORATORIE	LAB SUPPLIES	428.22	0.00	000000	0/00/00	428.22
		** TOTALS **	428.22	0.00			428.22
01-003258	NORTHWESTERN UNIVERSITY	EXECUTIVE MANAGEMENT PROGRAM	2,300.00	0.00	000000	0/00/00	2,300.00
		** TOTALS **	2,300.00	0.00			2,300.00
01-002903	OGS TECHNOLOGIES INC.	COINS	512.95	0.00	000000	0/00/00	512.95
		** TOTALS **	512.95	0.00			512.95
01-020326	OPTIONS INK	PROGRAM SUPPLIES	1,847.50	1,847.50-	111627	6/21/18	0.00
01-020326	OPTIONS INK	BUSINESS CARDS	150.00	0.00	000000	0/00/00	150.00
01-020326	OPTIONS INK	HISTORICAL CALENDARS	2,625.00	0.00	000000	0/00/00	2,625.00

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=====PAYMENT DATES=====
PAID ITEMS DATES      : 6/08/2018 THRU 6/21/2018
PARTIALLY ITEMS DATES: 6/08/2018 THRU 6/21/2018
UNPAID ITEMS DATES   :
=====ITEM DATES=====
6/08/2018 THRU 6/21/2018
6/08/2018 THRU 6/21/2018
6/08/2018 THRU 6/21/2018
=====POSTING DATES=====
6/08/2018 THRU 6/21/2018
6/08/2018 THRU 6/21/2018
6/08/2018 THRU 6/21/2018
  
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VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
** TOTALS **			4,622.50	1,847.50-			2,775.00
01-021050	P & H WHOLESALE INC.	BOILER SEALS - POOL	114.53	0.00	000000	0/00/00	114.53
** TOTALS **			114.53	0.00			114.53
01-021220	PEPSI BEVERAGES COMPANY	CONCESSIONS	220.50	0.00	000000	0/00/00	220.50
01-021220	PEPSI BEVERAGES COMPANY	CONCESSIONS	353.19	0.00	000000	0/00/00	353.19
** TOTALS **			573.69	0.00			573.69
01-000169	PERRY JOHNSON	MAY MILEAGE INSPECTIONS	210.92	0.00	000000	0/00/00	210.92
01-000169	PERRY JOHNSON	APRIL MILEAGE INSPECTIONS	200.56	0.00	000000	0/00/00	200.56
** TOTALS **			411.48	0.00			411.48
01-001490	PITNEY BOWES/PURCHASE POW	POSTAGE	2,000.00	2,000.00-	111479	6/08/18	0.00
** TOTALS **			2,000.00	2,000.00-			0.00
01-021440	PIZZA HUT	CONCESSIONS	8.00	0.00	000000	0/00/00	8.00
01-021440	PIZZA HUT	LIFEGUARD APPRECIATION	44.00	0.00	000000	0/00/00	44.00
** TOTALS **			52.00	0.00			52.00
01-021860	PRESTO-X-COMPANY	PEST CONTROL REC CENTER	57.00	0.00	000000	0/00/00	57.00
01-021860	PRESTO-X-COMPANY	PEST CONTROL CITY HALL	47.00	0.00	000000	0/00/00	47.00
** TOTALS **			104.00	0.00			104.00
01-000625	PRODUCTIVITY PLUS ACCOUNT	TRACTOR REPAIRS	1,321.30	1,321.30-	111600	6/21/18	0.00
** TOTALS **			1,321.30	1,321.30-			0.00
01-003173	R & R RENTAL	JULY CITY HALL LEASE	792.00	0.00	000000	0/00/00	792.00
** TOTALS **			792.00	0.00			792.00
01-001136	R & R SEPTIC SERVICE INC	SOUTHSIDE SHELTER SEWER LINE	4,527.24	0.00	000000	0/00/00	4,527.24
** TOTALS **			4,527.24	0.00			4,527.24
01-009870	RACCOON VALLEY ELECTRIC C	MAY ELECTRIC SERVICE	1,012.53	1,012.53-	111618	6/21/18	0.00
** TOTALS **			1,012.53	1,012.53-			0.00
01-023640	RAY'S REFUSE SERVICE	MAY TRASH COLLECTIONS	33,029.62	33,029.62-	111483	6/08/18	0.00
** TOTALS **			33,029.62	33,029.62-			0.00
01-000326	RECORDED BOOKS LLC	AUDIO BOOKS	13.49	13.49-	111599	6/21/18	0.00
01-000326	RECORDED BOOKS LLC	AUDIO BOOKS	31.50	31.50-	111599	6/21/18	0.00
01-000326	RECORDED BOOKS LLC	AUDIO BOOKS	36.00	36.00-	111599	6/21/18	0.00
01-000326	RECORDED BOOKS LLC	AUDIO BOOKS	36.00	36.00-	111599	6/21/18	0.00
** TOTALS **			116.99	116.99-			0.00

=====PAYMENT DATES=====      =====ITEM DATES=====      =====POSTING DATES=====  
 PAID ITEMS DATES : 6/08/2018 THRU 6/21/2018      6/08/2018 THRU 6/21/2018      6/08/2018 THRU 6/21/2018  
 PARTIALLY ITEMS DATES: 6/08/2018 THRU 6/21/2018      6/08/2018 THRU 6/21/2018      6/08/2018 THRU 6/21/2018  
 UNPAID ITEMS DATES :      6/08/2018 THRU 6/21/2018      6/08/2018 THRU 6/21/2018

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-023815	REGION XII COG	MAY TAXI PROGRAM DONATIONS	3,300.00	3,300.00-	111484	6/08/18	0.00
		** TOTALS **	3,300.00	3,300.00-			0.00
01-003260	RENEE FRICKE	SHELTER HOUSE REFUND	40.00	0.00	000000	0/00/00	40.00
		** TOTALS **	40.00	0.00			40.00
01-025050	SCHUMACHER ELEVATOR CO.	ELEVATOR SERVICE	208.84	0.00	000000	0/00/00	208.84
		** TOTALS **	208.84	0.00			208.84
01-002976	SHATTUCK/RPM INC.	SOD	1,300.00	0.00	000000	0/00/00	1,300.00
		** TOTALS **	1,300.00	0.00			1,300.00
01-025250	SHERWIN WILLIAMS CO.	PAINT	78.09	0.00	000000	0/00/00	78.09
01-025250	SHERWIN WILLIAMS CO.	PAINT	49.12	0.00	000000	0/00/00	49.12
01-025250	SHERWIN WILLIAMS CO.	OFFICE PAINT	42.30	0.00	000000	0/00/00	42.30
01-025250	SHERWIN WILLIAMS CO.	PAINT	39.04	0.00	000000	0/00/00	39.04
01-025250	SHERWIN WILLIAMS CO.	PAINT	78.09	0.00	000000	0/00/00	78.09
		** TOTALS **	286.64	0.00			286.64
01-000155	SHIVE HATTERY INC	NORTHEAST PARK MASTER PLAN	1,720.00	0.00	000000	0/00/00	1,720.00
		** TOTALS **	1,720.00	0.00			1,720.00
01-001652	SNAPPY POPCORN CO. INC.	CONCESSIONS	84.00	0.00	000000	0/00/00	84.00
01-001652	SNAPPY POPCORN CO. INC.	CONCESSIONS	130.00	0.00	000000	0/00/00	130.00
		** TOTALS **	214.00	0.00			214.00
01-004178	SOLID WASTE MANAGEMENT CO	PALLET DISPOSAL	17.50	0.00	000000	0/00/00	17.50
		** TOTALS **	17.50	0.00			17.50
01-025606	SOPPE CHIROPRACTIC CLINIC	PHYSICALS AND DRUG TESTING	520.00	0.00	000000	0/00/00	520.00
		** TOTALS **	520.00	0.00			520.00
01-002727	STEPHANIE HENNINGSSEN	WSI INSTRUCTOR	240.00	0.00	000000	0/00/00	240.00
		** TOTALS **	240.00	0.00			240.00
01-025874	STERICYCLE INC	OSHA	114.61	0.00	000000	0/00/00	114.61
		** TOTALS **	114.61	0.00			114.61
01-003256	STEVE NUCKELS	GOLF ACH MEMBERSHIP REFUND	182.10	0.00	000000	0/00/00	182.10
		** TOTALS **	182.10	0.00			182.10
01-025880	STONE PRINTING CO.	SUPPLIES	4.27	4.27-	111628	6/21/18	0.00
01-025880	STONE PRINTING CO.	SUPPLIES	18.95	0.00	000000	0/00/00	18.95

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=====PAYMENT DATES=====
PAID ITEMS DATES      : 6/08/2018 THRU 6/21/2018
PARTIALLY ITEMS DATES: 6/08/2018 THRU 6/21/2018
UNPAID ITEMS DATES   :
=====ITEM DATES=====
6/08/2018 THRU 6/21/2018
6/08/2018 THRU 6/21/2018
6/08/2018 THRU 6/21/2018
=====POSTING DATES=====
6/08/2018 THRU 6/21/2018
6/08/2018 THRU 6/21/2018
6/08/2018 THRU 6/21/2018
  
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VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-025880	STONE PRINTING CO.	SUPPLIES	48.99	0.00	000000	0/00/00	48.99
01-025880	STONE PRINTING CO.	SUPPLIES	1.61	1.61-	111628	6/21/18	0.00
01-025880	STONE PRINTING CO.	SUPPLIES	10.37	0.00	000000	0/00/00	10.37
01-025880	STONE PRINTING CO.	SUPPLIES	85.99	85.99-	111628	6/21/18	0.00
01-025880	STONE PRINTING CO.	OFFICE SUPPLIES	52.09	0.00	000000	0/00/00	52.09
01-025880	STONE PRINTING CO.	LAMINATING POUCHES	73.98	0.00	000000	0/00/00	73.98
01-025880	STONE PRINTING CO.	OFFICE SUPPLIES	127.14	0.00	000000	0/00/00	127.14
		** TOTALS **	423.39	91.87-			331.52
01-025935	SUBWAY	EMPLOYEE RECOGNITION	16.37	0.00	000000	0/00/00	16.37
		** TOTALS **	16.37	0.00			16.37
01-003241	TERESIA VAUX	LIFEGUARD INSTRUCTOR	510.00	0.00	000000	0/00/00	510.00
		** TOTALS **	510.00	0.00			510.00
01-027060	TREASURER OF IOWA	5/16-5/31/18 SALES TAX	10,056.00	10,056.00-	000000	6/11/18	0.00
01-027060	TREASURER OF IOWA	MAY SALES TAX	11,592.00	11,592.00-	000000	6/20/18	0.00
		** TOTALS **	21,648.00	21,648.00-			0.00
01-027085	TROPHIES PLUS INC.	RECOGNITION PLAQUE	36.99	0.00	000000	0/00/00	36.99
		** TOTALS **	36.99	0.00			36.99
01-003220	TURFWERKS	IRRIGATION PARTS	98.42	0.00	000000	0/00/00	98.42
		** TOTALS **	98.42	0.00			98.42
01-001088	TYLER TECHNOLOGIES	FY 19 INCODE MAINTENANCE	20,270.68	0.00	000000	0/00/00	20,270.68
01-001088	TYLER TECHNOLOGIES	TIME CLOCK MAINTENANCE	553.47	0.00	000000	0/00/00	553.47
01-001088	TYLER TECHNOLOGIES	ONLINE BILLING ACCESS	180.00	0.00	000000	0/00/00	180.00
		** TOTALS **	21,004.15	0.00			21,004.15
01-002661	UNITED BANK OF IOWA	2018A P&I PMT FINAL	205,491.15	205,491.15-	000000	6/21/18	0.00
		** TOTALS **	205,491.15	205,491.15-			0.00
01-028168	UNITED PARCEL SERVICE	FREIGHT W/E 6/2/2018	37.99	37.99-	111588	6/14/18	0.00
01-028168	UNITED PARCEL SERVICE	FREIGHT W/E 6/9/2018	53.46	53.46-	111629	6/21/18	0.00
		** TOTALS **	91.45	91.45-			0.00
01-002449	UNITYPOINT CLINIC-OCCUPAT	EMPLOYEE DRUG TESTING	336.00	0.00	000000	0/00/00	336.00
		** TOTALS **	336.00	0.00			336.00
01-028275	UPTOWN SPORTING GOODS	GUARD SUIT	40.00	0.00	000000	0/00/00	40.00
01-028275	UPTOWN SPORTING GOODS	HELMETS AND BATS	1,530.00	0.00	000000	0/00/00	1,530.00
01-028275	UPTOWN SPORTING GOODS	GUARD SUIT	32.00	0.00	000000	0/00/00	32.00
01-028275	UPTOWN SPORTING GOODS	GUARD SUIT	32.00	0.00	000000	0/00/00	32.00

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=====PAYMENT DATES=====
PAID ITEMS DATES : 6/08/2018 THRU 6/21/2018
PARTIALLY ITEMS DATES: 6/08/2018 THRU 6/21/2018
UNPAID ITEMS DATES :
=====ITEM DATES=====
6/08/2018 THRU 6/21/2018
6/08/2018 THRU 6/21/2018
6/08/2018 THRU 6/21/2018
=====POSTING DATES=====
6/08/2018 THRU 6/21/2018
6/08/2018 THRU 6/21/2018
6/08/2018 THRU 6/21/2018
  
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VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-028275	UPTOWN SPORTING GOODS	GUARD SUIT	40.00	0.00	000000	0/00/00	40.00
01-028275	UPTOWN SPORTING GOODS	BASKETBALL NETS	52.00	0.00	000000	0/00/00	52.00
01-028275	UPTOWN SPORTING GOODS	GUARD WHISTLES AND LANYARDS	25.00	0.00	000000	0/00/00	25.00
		** TOTALS **	1,751.00	0.00			1,751.00
01-028814	VAN METER COMPANY, THE	SUPPLIES	113.00	0.00	000000	0/00/00	113.00
		** TOTALS **	113.00	0.00			113.00
01-002666	VAN WALL EQUIPMENT INC.	EQUIPMENT REPAIR PARTS	2,396.24	0.00	000000	0/00/00	2,396.24
		** TOTALS **	2,396.24	0.00			2,396.24
01-003227	VANTIV	MAY CC PROCESSING FEES	192.63	192.63-	000000	6/15/18	0.00
01-003227	VANTIV	MAY CC PROCESSING FEES	66.76	66.76-	000000	6/15/18	0.00
01-003227	VANTIV	MAY CC PROCESSING FEES	92.15	92.15-	000000	6/15/18	0.00
		** TOTALS **	351.54	351.54-			0.00
01-029009	VESSCO INC.	OPERATING SUPPLIES	505.07	0.00	000000	0/00/00	505.07
		** TOTALS **	505.07	0.00			505.07
01-029020	VINCHATTLE ENTERPRISES IN	BLOCK HOURS	6,000.00	0.00	000000	0/00/00	6,000.00
		** TOTALS **	6,000.00	0.00			6,000.00
01-030120	WAL-MART STORE #01-1787	BATTERIES AND TISSUES	19.93	0.00	000000	0/00/00	19.93
01-030120	WAL-MART STORE #01-1787	SUPPLIES	68.80	0.00	000000	0/00/00	68.80
01-030120	WAL-MART STORE #01-1787	SUPPLIES	31.60	0.00	000000	0/00/00	31.60
01-030120	WAL-MART STORE #01-1787	SUPPLIES	1.93	0.00	000000	0/00/00	1.93
01-030120	WAL-MART STORE #01-1787	MAILERS	10.22	0.00	000000	0/00/00	10.22
01-030120	WAL-MART STORE #01-1787	BLEACH	13.00	0.00	000000	0/00/00	13.00
01-030120	WAL-MART STORE #01-1787	DVDS AND SLEEVES	84.46	0.00	000000	0/00/00	84.46
		** TOTALS **	229.94	0.00			229.94
01-002066	WATERLOO TENT & TARP COMP	UMBRELLA REPAIRS	615.06	0.00	000000	0/00/00	615.06
		** TOTALS **	615.06	0.00			615.06
01-003377	WELLMARK BLUE CROSS/BLUE	7/1-10/1 DAVIS #134AD2005	3,805.50	3,805.50-	111614	6/21/18	0.00
01-003377	WELLMARK BLUE CROSS/BLUE	JULY HEALTH INSURANCE PREMIUMS	38,475.77	38,475.77-	111615	6/21/18	0.00
		** TOTALS **	42,281.27	42,281.27-			0.00
01-001581	WESTRUM LEAK DETECTION	LEAK DETECTION SURVEY	4,800.00	0.00	000000	0/00/00	4,800.00
		** TOTALS **	4,800.00	0.00			4,800.00
01-030355	WITTROCK MOTOR CO.	MAY CAR RENTAL	375.00	375.00-	111589	6/14/18	0.00
		** TOTALS **	375.00	375.00-			0.00

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

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	6/08/2018 THRU 6/21/2018	6/08/2018 THRU 6/21/2018	6/08/2018 THRU 6/21/2018
PARTIALLY ITEMS DATES:	6/08/2018 THRU 6/21/2018	6/08/2018 THRU 6/21/2018	6/08/2018 THRU 6/21/2018
UNPAID ITEMS DATES :		6/08/2018 THRU 6/21/2018	6/08/2018 THRU 6/21/2018

VENDOR	---- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----BALANCE---
01-001715	WORLD TRADE PRESS	DATABASE RENEWAL	586.30	586.30-	111603	6/21/18	0.00
		** TOTALS **	586.30	586.30-			0.00
01-000386	ZIMCO SUPPLY CO	SUPPLIES	457.50	0.00	000000	0/00/00	457.50
		** TOTALS **	457.50	0.00			457.50
	* Payroll Expense		166,162.39				

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	6/08/2018 THRU 6/21/2018	6/08/2018 THRU 6/21/2018	6/08/2018 THRU 6/21/2018
PARTIALLY ITEMS DATES:	6/08/2018 THRU 6/21/2018	6/08/2018 THRU 6/21/2018	6/08/2018 THRU 6/21/2018
UNPAID ITEMS DATES :		6/08/2018 THRU 6/21/2018	6/08/2018 THRU 6/21/2018

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

	GROSS	PAYMENTS	BALANCE
PAID ITEMS	637,665.22	637,665.22CR	0.00
PARTIALLY PAID	0.00	0.00	0.00
UNPAID ITEMS	489,543.91	0.00	489,543.91
VOID ITEMS	0.00	0.00	0.00
** TOTALS **	1,127,209.13	637,665.22CR	489,543.91

U N P A I D R E C A P

UNPAID INVOICE TOTALS	489,564.91
UNPAID DEBIT MEMO TOTALS	0.00
UNAPPLIED CREDIT MEMO TOTALS	21.00CR
** UNPAID TOTALS **	489,543.91

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	6/08/2018 THRU 6/21/2018	6/08/2018 THRU 6/21/2018	6/08/2018 THRU 6/21/2018
PARTIALLY ITEMS DATES:	6/08/2018 THRU 6/21/2018	6/08/2018 THRU 6/21/2018	6/08/2018 THRU 6/21/2018
UNPAID ITEMS DATES :		6/08/2018 THRU 6/21/2018	6/08/2018 THRU 6/21/2018

FUND TOTALS

001	GENERAL FUND	288,515.45
010	HOTEL/MOTEL TAX	16,349.20
110	ROAD USE TAX FUND	14,920.02
167	REC CENTER TRUST FUND	37.76
179	POLICE K9 FUND	54.00
200	DEBT SERVICE FUND	205,491.15
303	C.P. - AIRPORT	658.55
304	C.P. STREETS	1,560.00
309	C.P. - CORRIDOR OF COMM.	326,592.33
315	LIBRARY/CITY HALL REMODEL	5,517.00
600	WATER UTILITY FUND	41,913.76
610	SEWER UTILITY FUND	20,406.75
620	STORM WATER UTILITY	555.00
850	MEDICAL INSURANCE FUND	38,475.77
	* PAYROLL EXPENSE	166,162.39

GRAND TOTAL 1,127,209.13



# City of Carroll

**Brad Burke, Chief of Police**

**Police Department**

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-3536

FAX: (712) 792-8088

**TO:** Mike Pogge-Weaver, City Manager *M.P.-W*

**FROM:** Brad Burke, Chief of Police

**DATE:** June 21, 2018

**RE:** New License

The following establishments have made application for a new license:

Bordenaro's Meat Market

Old Alley Mall

Special Class "C" Liquor License with Class "B" Wine Permit and Carryout Wine

J. Mueggenberg LLC d/b/a Hour Glass

Class "C" Liquor License

**RECOMMENDATION:** Council consideration and approval of these applications.

# 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 *WTP*

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

**DATE:** June 6, 2018

**SUBJECT:** **Construction Contract - Recreation Center Main Entrance**  
► Resolution

On June 5, 2018 one bid was received at the the time of the bid opening. Below is the result of the bid:

<b>Company</b>	<b>Bid Price</b>	<b>Unit Price</b>
Badding Construction, Carroll, Iowa	\$54,500.00	\$40.00

At the June 11, 2018 City Council meeting the bid from Badding was approved and attached to this memorandum is the AIA A101 - Standard Form of Agreement for Main Entrance ADA Upgrades for the Carroll Recreation Center.

**RECOMMENDATION:** For the Mayor and the City Council consideration and approval of the resolution to enter into a contract with Badding Construction for the Main Entrance ADA Upgrades.

RESOLUTION NO. \_\_\_\_\_

**RESOLUTION APPROVING THE AIA 101 STANDARD FORM OF AGREEMENT OF THE  
MAIN ENTRANCE ADA UPGRADES AT THE CARROLL RECREATION CENTER**

WHEREAS, THE Contract prepared by FEH Design is attached for the construction of public improvements described in general as Main Entrance ADA Upgrades project; and,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CARROLL, IOWA, that said AIA 101 Standard Form of Agreement is adopted as the Standard Form of Contract for said public improvements, as described in the preamble of this Resolution.

Passed and approved by the Carroll City Council this 25<sup>th</sup> day of June, 2018.

CITY COUNCIL OF THE  
CITY OF CARROLL, IOWA

By: \_\_\_\_\_  
Eric P. Jensen, Mayor

ATTEST:

\_\_\_\_\_  
Laura A. Schaefer, City Clerk

# AIA<sup>®</sup> Document A101<sup>™</sup> – 2007

## **Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum**

**AGREEMENT** made as of the Twenty-fifth day of June in the year Two Thousand Eighteen  
(*In words, indicate day, month and year.*)

**BETWEEN** the Owner:  
(*Name, legal status, address and other information*)

City of Carroll, Iowa  
112 E. 5th Street  
Carroll, Iowa 51401

and the Contractor:  
(*Name, legal status, address and other information*)

Badding Construction  
814 W. 9th Street  
Carroll, Iowa 51401

for the following Project:  
(*Name, location and detailed description*)

Main Entrance ADA Upgrades for Carroll Rec Center  
716 N Grant Road  
Carroll, Iowa 51401  
ADA ramp & railing and aluminum storefront Entrance modifications

The Architect:  
(*Name, legal status, address and other information*)

FEH DESIGN  
1201 4th Street, Suite 201  
Sioux City, Iowa 51101

Architect's Project No. 2017035

The Owner and Contractor agree as follows.

### **ADDITIONS AND DELETIONS:**

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

AIA Document A201<sup>™</sup>-2007, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

## TABLE OF ARTICLES

- 1 THE CONTRACT DOCUMENTS
- 2 THE WORK OF THIS CONTRACT
- 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION
- 4 CONTRACT SUM
- 5 PAYMENTS
- 6 DISPUTE RESOLUTION
- 7 TERMINATION OR SUSPENSION
- 8 MISCELLANEOUS PROVISIONS
- 9 ENUMERATION OF CONTRACT DOCUMENTS
- 10 INSURANCE AND BONDS

### ARTICLE 1 THE CONTRACT DOCUMENTS

The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement and Modifications issued after execution of this Agreement, all of which form the Contract, and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations or agreements, either written or oral. An enumeration of the Contract Documents, other than a Modification, appears in Article 9.

### ARTICLE 2 THE WORK OF THIS CONTRACT

The Contractor shall fully execute the Work described in the Contract Documents, except as specifically indicated in the Contract Documents to be the responsibility of others.

### ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 3.1 The date of commencement of the Work shall be the date of this Agreement unless a different date is stated below or provision is made for the date to be fixed in a notice to proceed issued by the Owner.

*(Insert the date of commencement if it differs from the date of this Agreement or, if applicable, state that the date will be fixed in a notice to proceed.)*

If, prior to the commencement of the Work, the Owner requires time to file mortgages and other security interests, the Owner's time requirement shall be as follows:

§ 3.2 The Contract Time shall be measured from the date of commencement.

§ 3.3 The Contractor shall achieve Substantial Completion of the entire Work not later than ( ) days from the date of commencement, or as follows:

*(Insert number of calendar days. Alternatively, a calendar date may be used when coordinated with the date of commencement. If appropriate, insert requirements for earlier Substantial Completion of certain portions of the Work.)*

Init.

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User Notes:

(3B9ADA2A)

Portion of Work

Substantial Completion Date

9/14/18

, subject to adjustments of this Contract Time as provided in the Contract Documents.  
(Insert provisions, if any, for liquidated damages relating to failure to achieve Substantial Completion on time or for bonus payments for early completion of the Work.)

Liquidated Damages will commence September 21, 2018 in the amount of \$100.00 per day.

#### ARTICLE 4 CONTRACT SUM

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be Fifty-Four Thousand Five Hundred Dollars (\$ 54500 ), subject to additions and deductions as provided in the Contract Documents.

§ 4.2 The Contract Sum is based upon the following alternates, if any, which are described in the Contract Documents and are hereby accepted by the Owner:  
(State the numbers or other identification of accepted alternates. If the bidding or proposal documents permit the Owner to accept other alternates subsequent to the execution of this Agreement, attach a schedule of such other alternates showing the amount for each and the date when that amount expires.)

N/A

§ 4.3 Unit prices, if any:  
(Identify and state the unit price; state quantity limitations, if any, to which the unit price will be applicable.)

Item	Units and Limitations	Price Per Unit (\$0.00)
Unit Price No. 1	Cubic Yard	\$40.00

§ 4.4 Allowances included in the Contract Sum, if any:  
(Identify allowance and state exclusions, if any, from the allowance price.)

Item	Price
N/A	

#### ARTICLE 5 PAYMENTS

##### § 5.1 PROGRESS PAYMENTS

§ 5.1.1 Based upon Applications for Payment submitted to the Architect by the Contractor and Certificates for Payment issued by the Architect, the Owner shall make progress payments on account of the Contract Sum to the Contractor as provided below and elsewhere in the Contract Documents.

§ 5.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, or as follows:

§ 5.1.3 Provided that an Application for Payment is received by the Architect not later than the 1st day of a month, the Owner shall make payment of the certified amount to the Contractor not later than the 21st day of the same month. If an Application for Payment is received by the Architect after the application date fixed above, payment shall be made by the Owner not later than Forty-Five ( 45 ) days after the Architect receives the Application for Payment.  
(Federal, state or local laws may require payment within a certain period of time.)

§ 5.1.4 Each Application for Payment shall be based on the most recent schedule of values submitted by the Contractor in accordance with the Contract Documents. The schedule of values shall allocate the entire Contract Sum among the various portions of the Work. The schedule of values shall be prepared in such form and supported

by such data to substantiate its accuracy as the Architect may require. This schedule, unless objected to by the Architect, shall be used as a basis for reviewing the Contractor's Applications for Payment.

§ 5.1.5 Applications for Payment shall show the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment.

§ 5.1.6 Subject to other provisions of the Contract Documents, the amount of each progress payment shall be computed as follows:

- .1 Take that portion of the Contract Sum properly allocable to completed Work as determined by multiplying the percentage completion of each portion of the Work by the share of the Contract Sum allocated to that portion of the Work in the schedule of values, less retainage of Five percent ( 5 %). Pending final determination of cost to the Owner of changes in the Work, amounts not in dispute shall be included as provided in Section 7.3.9 of AIA Document A201™-2007, General Conditions of the Contract for Construction;
- .2 Add that portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction (or, if approved in advance by the Owner, suitably stored off the site at a location agreed upon in writing), less retainage of Five percent ( 5 %);
- .3 Subtract the aggregate of previous payments made by the Owner; and
- .4 Subtract amounts, if any, for which the Architect has withheld or nullified a Certificate for Payment as provided in Section 9.5 of AIA Document A201-2007.

§ 5.1.7 The progress payment amount determined in accordance with Section 5.1.6 shall be further modified under the following circumstances:

- .1 Add, upon Substantial Completion of the Work, a sum sufficient to increase the total payments to the full amount of the Contract Sum, less such amounts as the Architect shall determine for incomplete Work, retainage applicable to such work and unsettled claims; and  
*(Section 9.8.5 of AIA Document A201-2007 requires release of applicable retainage upon Substantial Completion of Work with consent of surety, if any.)*
- .2 Add, if final completion of the Work is thereafter materially delayed through no fault of the Contractor, any additional amounts payable in accordance with Section 9.10.3 of AIA Document A201-2007.

§ 5.1.8 Reduction or limitation of retainage, if any, shall be as follows:

*(If it is intended, prior to Substantial Completion of the entire Work, to reduce or limit the retainage resulting from the percentages inserted in Sections 5.1.6.1 and 5.1.6.2 above, and this is not explained elsewhere in the Contract Documents, insert here provisions for such reduction or limitation.)*

No reduction in retainage will be allowed.

§ 5.1.9 Except with the Owner's prior approval, the Contractor shall not make advance payments to suppliers for materials or equipment which have not been delivered and stored at the site.

## § 5.2 FINAL PAYMENT

§ 5.2.1 Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Contractor when

- .1 the Contractor has fully performed the Contract except for the Contractor's responsibility to correct Work as provided in Section 12.2.2 of AIA Document A201-2007, and to satisfy other requirements, if any, which extend beyond final payment; and
- .2 a final Certificate for Payment has been issued by the Architect.

§ 5.2.2 The Owner's final payment to the Contractor shall be made no later than 30 days after the issuance of the Architect's final Certificate for Payment, or as follows:

**ARTICLE 6 DISPUTE RESOLUTION**

**§ 6.1 INITIAL DECISION MAKER**

The Architect will serve as Initial Decision Maker pursuant to Section 15.2 of AIA Document A201–2007, unless the parties appoint below another individual, not a party to this Agreement, to serve as Initial Decision Maker. *(If the parties mutually agree, insert the name, address and other contact information of the Initial Decision Maker, if other than the Architect.)*

**§ 6.2 BINDING DISPUTE RESOLUTION**

For any Claim subject to, but not resolved by, mediation pursuant to Section 15.3 of AIA Document A201–2007, the method of binding dispute resolution shall be as follows:

*(Check the appropriate box. If the Owner and Contractor do not select a method of binding dispute resolution below, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, Claims will be resolved by litigation in a court of competent jurisdiction.)*

- Arbitration pursuant to Section 15.4 of AIA Document A201–2007
- Litigation in a court of competent jurisdiction
- Other *(Specify)*

**ARTICLE 7 TERMINATION OR SUSPENSION**

**§ 7.1** The Contract may be terminated by the Owner or the Contractor as provided in Article 14 of AIA Document A201–2007.

**§ 7.2** The Work may be suspended by the Owner as provided in Article 14 of AIA Document A201–2007.

**ARTICLE 8 MISCELLANEOUS PROVISIONS**

**§ 8.1** Where reference is made in this Agreement to a provision of AIA Document A201–2007 or another Contract Document, the reference refers to that provision as amended or supplemented by other provisions of the Contract Documents.

**§ 8.2** Payments due and unpaid under the Contract shall bear interest from the date payment is due at the rate stated below, or in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located.

*(Insert rate of interest agreed upon, if any.)*

0 % Zero

**§ 8.3** The Owner’s representative:

*(Name, address and other information)*

Jack Wardell, Park & Recreation Director  
City of Carroll  
112 E. 5th Street  
Carroll, Iowa 51401



§ 8.4 The Contractor's representative:  
(Name, address and other information)

Nick Badding  
Badding Construction Company  
814 W. 9th Street  
Carroll, Iowa 51401

§ 8.5 Neither the Owner's nor the Contractor's representative shall be changed without ten days written notice to the other party.

§ 8.6 Other provisions:

#### ARTICLE 9 ENUMERATION OF CONTRACT DOCUMENTS

§ 9.1 The Contract Documents, except for Modifications issued after execution of this Agreement, are enumerated in the sections below.

§ 9.1.1 The Agreement is this executed AIA Document A101-2007, Standard Form of Agreement Between Owner and Contractor.

§ 9.1.2 The General Conditions are AIA Document A201-2007, General Conditions of the Contract for Construction.

§ 9.1.3 The Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages
See Attachment			

§ 9.1.4 The Specifications:  
(Either list the Specifications here or refer to an exhibit attached to this Agreement.)

Section	Title	Date	Pages
See Attachment			

§ 9.1.5 The Drawings:  
(Either list the Drawings here or refer to an exhibit attached to this Agreement.)

Number	Title	Date
See Attachment		

§ 9.1.6 The Addenda, if any:

Number	Date	Pages
N/A		

Portions of Addenda relating to bidding requirements are not part of the Contract Documents unless the bidding requirements are also enumerated in this Article 9.

§ 9.1.7 Additional documents, if any, forming part of the Contract Documents:

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User Notes:

(3B9ADA2A)

.1 AIA Document E201™-2007, Digital Data Protocol Exhibit, if completed by the parties, or the following:

.2 Other documents, if any, listed below:

*(List here any additional documents that are intended to form part of the Contract Documents. AIA Document A201-2007 provides that bidding requirements such as advertisement or invitation to bid, Instructions to Bidders, sample forms and the Contractor's bid are not part of the Contract Documents unless enumerated in this Agreement. They should be listed here only if intended to be part of the Contract Documents.)*

**ARTICLE 10 INSURANCE AND BONDS**

The Contractor shall purchase and maintain insurance and provide bonds as set forth in Article 11 of AIA Document A201-2007.

*(State bonding requirements, if any, and limits of liability for insurance required in Article 11 of AIA Document A201-2007.)*

Type of insurance or bond	Limit of liability or bond amount (\$0.00)
Refer to Article II: Insurance under the Supplementary Conditions in the Project Manual	

This Agreement entered into as of the day and year first written above.

City of Carroll, Iowa  
OWNER *(Signature)*

\_\_\_\_\_  
*(Printed name and title)*

Badding Construction Company  
CONTRACTOR *(Signature)*

*[Handwritten Signature]* President  
\_\_\_\_\_  
*(Printed name and title)*

# 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 *WJP*  
**FROM:** Jack Wardell, Director of Parks and Recreation *JW*  
**DATE:** June 21, 2018  
**SUBJECT:** Report of Bid Opening – All- Inclusive Playground – NE Park - 2018

## **F.Y. 18 - General Fund Budget: \$50,000.00**

- Report of Bid Results
- Resolution

On May 10, 2018 Request for Proposals were available for playground equipment companies to bid on the All-Inclusive Playground Equipment for Northeast Park. The Request for Bid Proposal was suggested to be designed for ages 5-12. The play system proposed shall comply with CPSC, ASTM, and ADA guidelines and regulations.

Proposals shall include a design plan that indicates the ground space requirements and protective area requirements of the plan. The selected plan proposal and design may have to be altered to fit the designated park space for the play equipment. This will be discussed with the play equipment supplier prior to purchase. Proposals should include the freestanding equipment in the ground space and protective areas.

### **ADA Consideration:**

The following shall be included in the proposal:

- ADA Transfer Point
- ADA Transitions between elevation changes

### **Components that should be considered:**

- Molded bucket seat(s) with harness swing(s)
- Two Seated face to face swing
- High back spinner
- Roller table
- Roller slide
- Dual Zip Lines - one bucket seat with harness; one rope disc seat
- Wheelchair swings
- Elevated sand table

The current budget for this project is \$165,000.00. The City of Carroll City Council will determine which bid proposal to accept based on the most preferred play system plan, total cost and installation. Cost will not be the sole basis of bid proposal selection. The City Council reserves the right to select or reject any of the following pricing.

On June 1, 2018 five sealed bid were received at the time of the bid opening, below are the bid results.

Contractor	Playground Equipment	Option A	Option B	Rubberized Safety Surface	Total Cost	
					Opt A	Opt B
<u>Outdoor Recreation Products - Elkhorn, NE</u>	<u>\$63,400.00</u>	<u>\$12,400.00</u>	<u>\$6,000.00</u>	<u>\$89,100.00</u>	<u>\$164,900.00</u>	<u>\$158,500.00</u>
<u>National Playground - Carlisle, Iowa</u>	<u>\$96,838.00</u>	<u>\$31,962.00</u>	<u>N/A</u>	<u>\$36,200.00</u>	<u>\$165,000.00</u>	<u>\$133,038.00</u>
<u>J. Oliver - Kansas City, KS</u>	<u>\$90,230.00</u>	<u>\$28,900.00</u>	<u>N/A</u>	<u>\$36,195.00</u>	<u>\$155,325.00</u>	<u>\$126,425.00</u>
<u>Boland Recreation - Marshalltown, Iowa</u>	<u>\$89,000.00</u>	<u>\$30,000.00</u>	<u>N/C</u>	<u>\$75,350.00</u>	<u>\$194,350.00</u>	<u>\$164,350.00</u>
<u>Boland Recreation - Marshalltown, Iowa</u>	<u>\$60,500.00</u>	<u>\$22,000.00</u>	<u>N/C</u>	<u>\$82,500.00</u>	<u>\$165,000.00</u>	<u>\$143,000.00</u>

On June 4, 2018 Outdoor Recreation Products and Boland Recreation presented their proposals to the Parks, Recreation and Cultural Board along with the Tigges family. After board discussion the Parks, Recreation and Cultural board selected the Boland Recreation Option 2 proposal.

Pat and Allie Tigges have been very active in fundraising for this project to date, between donations and secured grants, they have raised over \$115,000 for the playground. After the Parks, Recreation and Cultural board meeting Pat and Allie did want to make a few changes to the plan and those plans will be discussed further at the City Council meeting. The updated cost would be equipment - \$70,000.00 and installation of the rubberized safety surface \$95,000.00 for a price of \$165,000.00.

The City will have pay for the cost of the material to be placed under the rubberized surface. The material options are rock based surface or a concrete base. Pat Tigges has talked with contractors and rock/concrete companies and he will address the City Council on some cost estimates of both options.

**RECOMMENDATION:** For the Mayor and City Council consideration and approval of the proposal from Boland Recreation Inc for the attached playground design and installation of the rubberized safety surface for cost of \$165,000.00

**CITY OF CARROLL**  
Parks and Recreation  
112 E 5th Street  
Carroll, Iowa  
712-792-1000

**Pre-Bid Estimate      \$165,000.00**

Contractor	Playground Equipment	Option A	Option B	Rubberized Safety Surface	Total Cost	
					Opt A	Opt B
1 <u>Outdoor Recreation Products - Elkhorn, NE</u>	<u>\$ 63,400.00</u>	<u>\$ 12,400.00</u>	<u>\$ 6,000.00</u>	<u>\$ 89,100.00</u>	<u>\$ 164,900.00</u>	<u>\$ 158,500.00</u>
2 <u>National Playground - Carlisle, Iowa</u>	<u>\$ 96,838.00</u>	<u>\$ 31,962.00</u>	<u>N/A</u>	<u>\$ 36,200.00</u>	<u>\$ 165,000.00</u>	<u>\$ 133,038.00</u>
3 <u>J. Oliver - Kansas City, KS</u>	<u>\$ 90,230.00</u>	<u>\$ 28,900.00</u>	<u>N/A</u>	<u>\$ 36,195.00</u>	<u>\$ 155,325.00</u>	<u>\$ 126,425.00</u>
4 <u>Boland Recreation - Marshalltown, Iowa</u>	<u>\$ 89,000.00</u>	<u>\$ 30,000.00</u>	<u>N/C</u>	<u>\$ 75,350.00</u>	<u>\$ 194,350.00</u>	<u>\$ 164,350.00</u>
5 <u>Boland Recreation - Marshalltown, Iowa</u>	<u>\$ 60,500.00</u>	<u>\$ 22,000.00</u>	<u>N/C</u>	<u>\$ 82,500.00</u>	<u>\$ 165,000.00</u>	<u>\$ 143,000.00</u>

Signature Laura A Schaefer, City Clerk  
Date 6/1/2018

RESOLUTION NO. \_\_\_\_\_

RESOLUTION MAKING AWARD OF THE PROPOSAL FOR THE NORTHEAST PARK ALL INCLUSIVE PLAYGROUND EQUIPMENT AND RUBBERIZED SAFETY SURFACE - 2018

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

WHEREAS, the following proposal for the purchase of an All-Inclusive Playground described in general as the Northeast Park All-Inclusive Playground and Rubberized Safety Surface – 2018 and further described in the proposal heretofore adopted by this Council and is the most preferred proposal for said work as follows:

Playground Dealer:	Boland Recreation Inc.
Amount of Bid:	\$165,000.00
Portion of Project:	All equipment and surface installation

And,

NOW, THEREFORE, BE IT RESOLVED that the proposal from Boland Recreation Inc. for the equipment and installation of the Northeast Park All-Inclusive Playground – 2018, is accepted, and that the Mayor and City Clerk are authorized to execute the proposal on behalf of the City.

PASSED AND APPROVED by the City Council of the City of Carroll, Iowa, this 25<sup>th</sup> day of June, 2018.

CITY COUNCIL OF THE  
CITY OF CARROLL, IOWA

By: \_\_\_\_\_  
Eric P. Jensen, Mayor

ATTEST:

By: \_\_\_\_\_  
Laura A. Schaefer, City Clerk





**Northeast Park #2**  
**Carroll, Ia**

CD223680



[www.miracle-recreo](http://www.miracle-recreo)



Northeast Park #2  
Carroll, Ia

CD223680



[www.miracle-recreo.com](http://www.miracle-recreo.com)





**Northeast Park #2  
Carroll, Ia**

CD223680



[www.miracle-recreation.com](http://www.miracle-recreation.com)





**Northeast Park #2  
Carroll, Ia**

GD223680



[www.miracle-recreo.com](http://www.miracle-recreo.com)

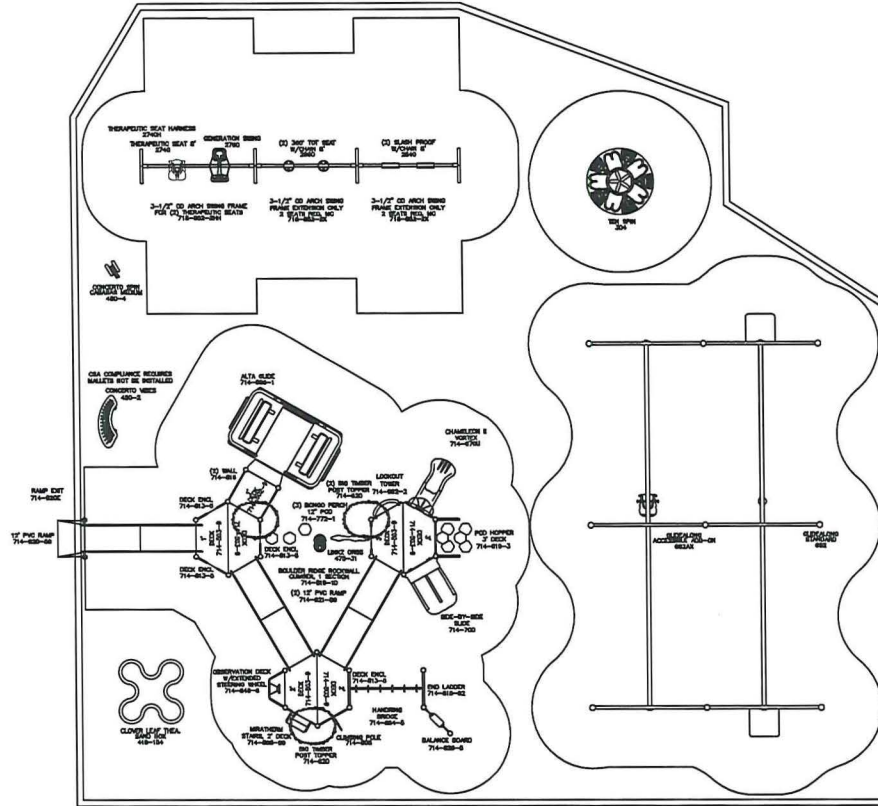


# NORTHEAST PARK #2 CARROLL, IA.

5-12 PLAY AREA

ELEVATED PLAY ACTIVITIES - TOTAL	10
ELEVATED PLAY ACTIVITIES ACCESSIBLE BY TRANSFER	0 REQ'D 0
ELEVATED PLAY ACTIVITIES ACCESSIBLE BY RAMP	10 REQ'D 5
GROUND LEVEL ACTIVITY TYPE	6 REQ'D 0
GROUND LEVEL ACTIVITY QUANTITY	14 REQ'D 0

AREA: 6,803 Sq.Ft.  
PERIMETER: 334'  
The information provided is for estimation purposes only.



Play Area Capacity: 140-150



To verify product certification, visit [www.ipema.org](http://www.ipema.org)

To promote safe and proper equipment use by children, Miracle recommends the installation of either a Miracle safety sign or other appropriate safety signage near each play system's main entry point(s) to inform parents and supervisors of the age appropriateness of the play system and general rules for safe play.



THE PLAY COMPONENTS IDENTIFIED IN THIS PLAN ARE IPEMA CERTIFIED. THE USE AND LAYOUT OF THESE COMPONENTS CONFORM TO THE REQUIREMENTS OF ASTM F1487. AN ENERGY ABSORBING PROTECTIVE SURFACE IS REQUIRED UNDER & AROUND ALL PLAY SYSTEMS.	<b>CD223680</b>		✓	COMPLIES TO CPSC	DESIGNED FOR AGES 5-12	DATE: 6-6-2018
	GROUND SPACE: 80' X 65'	PROTECTIVE AREA: 88' X 86'	✓	COMPLIES TO ASTM	ADDITIONAL GROUND LEVEL ACCESSIBLE ITEMS NEEDED FOR ADA COMPLIANCE	SCALE: 1"=13'-0"
			✓	COMPLIES TO ADA	TYPE: 0	QUANTITY: 0

Mark Boland  
Owner, Sales  
Jordan Judkins  
Sales, Iowa  
Chris Roush  
Sales, Wisconsin



[www.bolandrecreation.com](http://www.bolandrecreation.com)

2347 Oak Park Road  
Marshalltown, IA 50158  
1-800-798-7589  
641-752-7589

City of Carroll  
Proposal  
Park Playground Equipment

- |  |                  |
|--|------------------|
| 1. All-Inclusive Play Equipment  | \$ 70,000        |
| 2. Option B – Supervised installation  | \$ 0             |
| 3. Rubberized Safety Surface Material & Installation<br>Of rubberized safety surface | <u>\$ 95,000</u> |

**TOTAL COST** \$ 165,000

Prepared by: Mark Boland

**Prices are good for 30 days**

*Prices include delivery to your job site*

*Prices **DO NOT** include sales tax, if applicable*

*Payment for materials is due by 30 days after delivery.*

*Payment for installation services is due by 15 days after completion of work.*

*Boland Recreation reserves the right to charge a 1.5% fee on past due invoices.*

*Delivery time is 8-9 weeks after the order has been placed, unless agreed upon differently*

**NOTE:** Boland Recreation, Inc. is NOT RESPONSIBLE for unloading of equipment, storage, permits, fees, ground preparation, pea gravel, borders, disposal of trash, sales tax, or anything in addition to what is listed above.

Accepted: \_\_\_\_\_  
Eric P. Jensen, Mayor Date

Attest: \_\_\_\_\_  
Laura A. Schaefer, City Clerk 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 *MSP-W*

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

**DATE:** June 20, 20178

**SUBJECT:** Annual Property & Liability Insurance Renewal

The City's property, liability and worker's compensation insurance is due for renewal on July 1, 2018. Attached is a comparison of premiums for the upcoming year and the past two years. The airport liability coverage is through Stevens and Ziska (Phoenix Aviation) and all other coverage is through Mid-Iowa Insurance (ICAP and IMWCA).

The total cost is \$242,661.21 which is about \$16,700 less than the previous year. As you can see in the attached comparative summary, the main reasons for the decrease is due to a decrease of about \$3,800 for liability insurance, a decrease of about \$5,700 for property insurance premium and a decrease of worker's compensation premium of about \$3,200.

The city's liability premium decreased due to operating expenses being less than the prior year and ICAP adjusted the overall rates resulting in an overall decrease.

Each year the building values are increased to help cover for cost of construction inflation. ICAP was able to give more credit which resulted in the property premium decreasing from the prior year.

The decrease of the worker's compensation premium is largely attributed to additional discounts received from IMWCA. Worker's compensation insurance is based on estimated payroll expense for the upcoming year and other factors including an experience mod factor. The mod is based upon many things including the number and severity of claims. FY 2019 mod factor is 0.71. The City's claims history has been very good; thus, the reason for the 0.71 mod factor. Each department has done a great job with working with employees to ensure their safety each and every day.

These insurance renewal premiums are less than the FY 2019 budget amount of \$276,000.

The premiums are due July 1. As in the past, we are requesting Council consideration and approval to pay the premiums on July 2, 2018 out of the FY 2018/2019 budget.

**RECOMMENDATION:** Council consideration and approval of the attached resolution approving contracts for property, liability and worker's compensation insurance coverage which includes payment of premiums on July 2, 2018 and appoint City Manager Mike Pogge-Weaver and City Clerk/Finance Director Laura Schaefer as contacts to act as liaisons between the City and ICAP.

# CITY OF CARROLL

## Premium Comparison

	<u>FY 16/17</u>	<u>FY 17/18</u>	<u>FY 18/19</u>
<b>Iowa Community Assurance Pool (ICAP)</b>			
General Liability	\$ 63,565.51	\$ 61,527.77	\$ 59,397.92
Auto Liability	\$ 11,886.51	\$ 11,704.62	\$ 11,704.62
Auto Physical Damage	\$ 24,552.34	\$ 24,700.38	\$ 20,260.89
Public Officials Liability	\$ 5,334.22	\$ 5,574.26	\$ 5,673.65
Police Professional	\$ 5,321.69	\$ 5,321.69	\$ 5,800.11
<b>Sub-Total:</b>	<b>\$ 110,660.27</b>	<b>\$ 108,828.72</b>	<b>\$ 102,837.19</b>
Less Credit:	<u>\$ (17,762.45)</u>	<u>\$ (22,730.12)</u>	<u>\$ (20,540.63)</u>
<b>Total:</b>	<b>\$ 92,897.82</b>	<b>\$ 86,098.60</b>	<b>\$ 82,296.56</b>
<b>ICAP PROPERTY</b> (including Inland Marine and boiler coverage)	<b>\$ 122,228.32</b>	<b>\$ 110,100.14</b>	<b>\$ 104,412.65</b>
<b>Iowa Municipal Workers Comp. Assoc.</b>			
Worker's Compensation	\$ 59,129.00	\$ 55,148.00	\$ 51,996.00
Audit Adjustment	<u>\$ 5,860.00</u>	<u>\$ 4,246.00</u>	<u>to be adjusted</u>
<b>Total:</b>	<b>\$ 64,989.00</b>	<b>\$ 59,394.00</b>	<b>\$ 51,996.00</b>
<b>Phoenix Aviation</b>			
Airport Liability	<u>\$ 3,774.00</u>	<u>\$ 3,774.00</u>	<u>\$ 3,956.00</u>
<b>TOTAL PREMIUM:</b>	<b>\$ 283,889.14</b>	<b>\$ 259,366.74</b>	<b>\$ 242,661.21</b>

**RESOLUTION NO. \_\_\_\_\_**

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

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

WHEREAS, it is determined that the approval of contracts with Iowa Community Assurance Pool (ICAP) for liability and property insurance coverage, with Iowa Municipal Workers Compensation Association (IMWCA) for worker compensation insurance coverage and with Ziska Insurance for airport liability insurance coverage effective July 1, 2018 to June 30, 2019 is in the best interest of the City of Carroll, Iowa;

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

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

PASSED AND APPROVED by the City Council of the City of Carroll, Iowa, this 25th day of June, 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:** Mike Pogge-Weaver, City Manager *MSP-2*  
**FROM:** Jack Wardell, Director of Parks and Recreation *JW*  
**DATE:** June 21, 2018  
**SUBJECT:** Memo to Council – Plans, Specifications, Form of Contract and Estimate of Cost – Northwest Park Pickleball Court Complex

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

Plans, Specifications, Form of Contract and Estimate of Cost for the Northwest Pickleball Court Complex - 2018 project have been filed by FEH Design. The Plans, Specification, Form of Contract and Opinion of Cost are generally described as follows:

## PLANS

The plans detail the new construction in the fenced in area, currently two tennis courts, of six asphalt pickleball courts.

## SPECIFICATIONS

The specifications further detail the construction of the planned improvements.

## FORM OF CONTRACT

The standard form of contract is the AIA Document A101.

## OPINION OF COST

The opinion of cost provided by FEH Design for the Pickleball Court Complex is attached.



**RECOMMENDATION:** Mayor and City Council consideration, conduction of the required public hearing and passage and approval of the Resolution Adopting the Plans, Specifications, Form of Contract and Opinion of Cost for the Pickleball Court Complex.

RESOLUTION NO. \_\_\_\_\_

**RESOLUTION ADOPTING THE PLANS, SPECIFICATIONS, FORM OF CONTRACT AND OPINION OF COST FOR THE NORTHWEST PARK PICKLEBALL COURT COMPLEX PROJECT - 2018**

WHEREAS, Plans, Specifications, Form of Contract and Opinion of Cost prepared by FEH Design were filed for the construction of public improvements described in general as Northwest Park Pickleball Court Complex - 2018 project; and,

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

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

Passed and approved by the Carroll City Council this 25<sup>th</sup> day of June, 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:** Mike Pogge-Weaver, City Manager *MJP-w*

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

**DATE:** June 18, 2018

**SUBJECT:** Downtown Streetscape Phase 9  
• Construction Phase Services Agreement

The October 23, 2017, Design Services Agreement with Confluence excluded construction observation services. Information was presented at the time that construction service fees were not included in the Agreement but would be required at the time of construction.

An Agreement for the Provision of Limited Professional Services has been prepared with Confluence for Construction Phase Services. The Basic Services provided in the Agreement include review of submittals, attendance at construction meetings, electrical review and preparation of a punch list. The fees are proposed on an hourly basis not to exceed \$23,601.00, based on estimated hours.

A summary of the Design Services Agreement and the Construction Services Agreement is as follows:

Design Services Agreement, 10-23-17	\$85,500.00
Construction Services Agreement	<u>\$23,601.00</u>
Total	\$109,101.00

**RECOMMENDATION:** Mayor and City Council consideration, passage and approval of the Resolution Approving An Agreement for Limited Professional Services with Confluence for the Corridor of Commerce Downtown Streetscape Phase 9 Project.

RMK:ds

attachments (2)

RESOLUTION NO. \_\_\_\_\_

RESOLUTION APPROVING AN AGREEMENT FOR THE PROVISION OF LIMITED PROFESSIONAL SERVICES WITH CONFLUENCE FOR THE CORRIDOR OF COMMERCE DOWNTOWN STREETScape PHASE 9 PROJECT.

WHEREAS, the City of Carroll is desirous of constructing the Corridor of Commerce Downtown Streetscape Phase 9 project; and,

WHEREAS, an Agreement for the Provision of Limited Professional Services with Confluence has been prepared for construction phase services for the Corridor of Commerce Downtown Streetscape Phase 9 project.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Carroll, Iowa, that an Agreement for Provision of Limited Professional Services with Confluence for the Corridor of Commerce Downtown Streetscape Phase 9 Project is approved.

Passed and approved by the Carroll City Council this 25<sup>th</sup> day of June, 2018.

CITY COUNCIL OF THE  
CITY OF CARROLL, IOWA

By: \_\_\_\_\_  
Eric P. Jensen, Mayor

ATTEST:

By: \_\_\_\_\_  
Laura A. Schaefer, City Clerk

AN AGREEMENT FOR THE PROVISION OF LIMITED PROFESSIONAL SERVICES

CLIENT: City of Carroll DATE: June 4, 2018  
CLIENT CONTACT: Randy Krauel PROJECT #: 18165

PROJECT NAME AND LOCATION:

Carroll Downtown Streetscape - Phase 9 - C.O.  
Carroll, Iowa

PROJECT UNDERSTANDING:

Confluence understands that the City of Carroll is seeking a fee proposal for Construction Phase Services for the Downtown Streetscape Phase 9 Project. Confluence is providing the following proposal for our General Services to the City. Confluence has assumed that all RPR services as well as the review and recommendation for monthly pay estimates will be performed by the City. Confluence estimates monthly construction meetings for the Downtown Streetscape Phase 9 Project at a minimum.

BASIC SCOPE OF SERVICES:

Provide services to include: review of required shop drawings and submittals; attendance at regular construction meetings or meetings as needed; preparation of the project punch list (site work, civil, electrical); electrical review as requested.

FEE ARRANGEMENT:

Basic Services shall be on an hourly basis not to exceed \$23,601.00, based upon the following estimate of hours:

Landscape Architect Principal (6 hrs. x \$180.00) =	\$ 1,080.00
Landscape Architect Project Manager (132 hrs. x \$105.00) =	\$ 13,860.00
Confluence- Clerical Staff (6 hrs. x \$70.00) =	\$ 420.00
Project Civil Engineer (8 hrs. x \$150.00) =	\$ 1,200.00
Civil Engineer Intern (8 hrs. x \$102.00) =	\$ 816.00
JEO Civil- Clerical Staff (2 hrs. x \$85.00) =	\$ 170.00
Senior Project Electrical Engineer (21 hrs. x \$185.00) =	\$ 3,885.00
Project Electrical Engineer (16 hrs. x \$125.00) =	\$ 2,000.00
JEO Electrical- Clerical Staff (2 hrs. x \$85.00) =	\$ 170.00
Total	\$23,601.00

Reimbursable expenses are in addition to the fee to a maximum of 10% of the fee.  
The attached hourly rate schedule and general conditions are a part of this agreement.

OFFERED BY:

Confluence

ACCEPTED BY:

City of Carroll

  
Signature

6/4/18  
Date

\_\_\_\_\_  
Signature Date

Jim Host, Associate  
Printed Name / Title

Eric P. Jensen, Mayor  
Printed Name / Title

## GENERAL CONDITIONS

- 1. PARTIES AND SCOPE OF WORK:** Confluence (hereinafter referred to as "Confluence") shall perform professional services as set forth in Confluence's proposal, the Client's acceptance thereof if accepted by Confluence, and these General Conditions. "Client" refers to the person or business entity ordering the professional services to be done by Confluence. The Client shall designate representatives who are authorized to make all decisions on the Client's behalf when requested to do so by Confluence. If the Client is ordering professional services on behalf of another, the Client represents and warrants that the Client is the duly authorized agent of said party for the purpose of ordering and directing said professional services. Unless otherwise stated in writing, the Client assumes sole responsibility for determining whether the quantity and the nature of the professional services ordered by the Client is adequate and sufficient for the Client's intended purpose. Client shall communicate these General Conditions to each and every third party to whom the Client transmits any part of Confluence's work. Confluence shall have no duty or obligation to any third party greater than that set forth in Confluence's proposal, Client's acceptance thereof and these General Conditions. The ordering of professional services from Confluence shall constitute acceptance of the terms of Confluence's proposal and these General Conditions.
- 2. SCHEDULING OF WORK:** Confluence will perform professional services with due and reasonable diligence consistent with sound professional practices. If Confluence is required to delay commencement of professional services or if, upon embarking upon its professional services, Confluence is required to stop or interrupt the progress of its professional services as a result of changes in the scope of the professional services requested by the Client, to fulfill the requirements of third parties, interruptions in the progress of construction, or other causes beyond the direct reasonable control of Confluence, additional charges will be applicable and payable by Client.
- 3. ACCESS TO SITE:** Client will arrange and provide such access to the site as is necessary for Confluence to perform professional services. Confluence shall take reasonable measures and precautions to minimize damage to the site and any improvements located thereon as the result of its professional services or the use of its equipment; however, Confluence has not included in its fee the cost of restoration of damage which may occur. If Client desires or requires Confluence to restore the site to its former condition, upon written request Confluence will perform such additional professional services as is necessary to do so and Client agrees to pay Confluence the cost thereof.
- 4. CLIENTS DUTY TO NOTIFY LANDSCAPE ARCHITECT:** Client represents and warrants that he has advised Confluence of any known or suspected hazardous materials, utility lines and pollutant at any site at which Confluence is to do professional services hereunder, and unless Confluence has assumed in writing the responsibility of locating subsurface objects, structures, lines or conduits. Client agrees to defend, indemnify and save Confluence harmless from all claims, suits, losses, costs and expenses, including reasonable attorney's fees as a result of personal injury, death or property damage occurring with respect to Confluence's performance of its professional services and resulting to or caused by contact with subsurface or latent objects, structures, lines or conduits where the actual or potential presence and location thereof was not revealed to Confluence by Client.
- 5. RESPONSIBILITY:** Confluence's professional services shall not include determining, supervising or implementing the means, methods, techniques, sequences or procedures of construction. Confluence shall not be responsible for evaluating, reporting or affecting job conditions concerning health, safety or welfare. Confluence's professional services or failure to perform same shall not in any way excuse any contractor, subcontractor or supplier from performance of its work in accordance with the contract documents. Confluence has no right or duty to stop the contractor's work.
- 6. STANDARD OF CARE:** Confluence's professional services will be performed in accordance with this agreement and with generally accepted principles and practices. In performing its professional services, Confluence will use that degree of care and skill ordinarily exercised under similar circumstances by members of its profession.
- 7. LIMITATION OF LIABILITY:** Should Confluence or any of its professional employees be found to have been negligent in the performance of its professional services, or to have made and breached any express or implied warranty, representation or contract, Client, all parties claiming to have in any way relied upon Confluence's professional services agree that the maximum aggregate amount of the liability of Confluence, its officers, employees, agents, and sub-consultants shall be limited to \$ \_\_\_\_\_.
- Initials: CONFLUENCE \_\_\_\_\_ CLIENT \_\_\_\_\_
- 8. PRICING ESTIMATES:** Neither Confluence nor Client has any control over the costs of labor, materials, equipment, over contractors' methods of determining bid prices, or over competitive bidding, market or negotiation conditions. Accordingly, Confluence cannot and does not warrant or represent those bids or negotiated prices will not vary from any established budgetary constraints. Client may perform its own cost analysis or retain its own cost consultant and shall be solely responsible for the accuracy and preparation of cost estimates at each appropriate stage of the project. Confluence will cooperate and work closely with any cost consultant to help ensure that the project can be constructed within any appropriate budgetary constraints.
- 9. ADDITIONAL SERVICES:** Client may request or it may become necessary for Confluence to perform Additional Services in order to further the objectives of the project. Whenever reasonably possible, Confluence will notify Client in advance of Confluence's intention to perform the particular Additional Service, and Client's failure to instruct Confluence not to perform the Additional Service shall be considered Client's acquiescence to the performance of the Additional Service and agreement to pay for it. Notwithstanding any other description of Basic or Additional Services, any services which Client requests Confluence to perform after final payment has been made to the contractor(s) or more than sixty (60) days after the project has been certified to be substantially complete shall be considered Additional Services. Any modifications or changes requested by Client inconsistent with Client's prior approval(s) shall be considered Additional Services. Confluence shall be entitled to rely on the accuracy of any drawings or other information supplied to it by Client, its employees, representatives or other consultants, and any services necessitated because of an error or omission in any drawing or other information supplied by Client, its employees, representatives or other consultants shall be an Additional Service. Additional Services shall be billed at Confluence's normal hourly rates, and Client shall pay such charges above and beyond any charges for Basic Services set forth in the Proposal.
- 10. CONSTRUCTION ADMINISTRATION:** Confluence shall have no responsibility for construction administration unless explicitly described in the Proposal. If construction observation services are performed, Confluence shall not have control or charge of and shall not be responsible for construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the construction work, for any defects, deficiencies or other acts or omissions of the contractor or any other persons performing any of the construction work or for the failure of any of them to carry out the work in accordance with the plans and specifications, and Confluence visits to the construction site shall be for the purpose of becoming generally familiar with the progress and the quality of the construction work and to determine in general if the work when completed will be in accordance with the plans and specifications, and Confluence is not authorized to stop the construction work or take any other action relating to job site safety. If Confluence reviews contractors' applications for payment, such reviews shall be made to the best of Confluence's knowledge, information and belief based on Confluence's limited observation of the construction work, and Confluence shall be entitled to rely on documentation submitted by the contractor(s) or others which is not inconsistent with Confluence's own observations. If the Client requests in writing that Confluence provide any specific construction phase services and if Confluence agrees in writing to provide such services, then Confluence shall be compensated for Additional Services.
- 11. CLAIMS:** Client acknowledges that Confluence is a corporation and agrees to make any claim arising out of or relating to the project against Confluence only, and not against any of Confluence's directors, officers, employees or agents.
- 12. INSURANCE:** Confluence shall keep and maintain its current insurance policies, including professional liability insurance and comprehensive general liability insurance, for the duration of the project. If Client desires additional insurance, Confluence shall use its best efforts to obtain the additional insurance, but Client shall reimburse Confluence for any additional premium or other related costs that Confluence thereby incurs. Client will use its best efforts to ensure that the construction contractor(s) name Confluence as an additional insured on their comprehensive general liability insurance policies and agree to indemnify Client and Confluence in language reasonably satisfactory to both Client and Confluence.
- 13. TERMINATION:** Either party upon seven day's prior written notice may terminate this Agreement. In the event of termination, Confluence shall be compensated by Client for all services performed up to and including the termination date, including reimbursable expenses, and for the completion of such services, records and reports as are necessary to place Confluence's files in order and/or protect its professional reputation.
- 14. WITNESS FEES:** Confluence's employees shall not be retained as expert witnesses except by separate, written agreement. Client agrees to pay Confluence's legal expenses, administrative costs and fees pursuant to Confluence's then current fee schedule for Confluence to respond to any subpoena.
- 15. PAYMENT:** Client shall be invoiced as professional services are completed and reported at Confluence's option, either monthly or at end of project. Client agrees to pay each invoice within thirty (30) days of its receipt. Client further agrees to pay interest on all amounts invoiced and not paid or objected to for valid cause in writing within said thirty (30) day period at the rate of eighteen (18) percent per annum (or the maximum interest rate permitted under applicable law), until paid. Client agrees to pay Confluence's cost of collection of all amounts due and unpaid after sixty (60) days, including court costs and reasonable attorney's fees. Confluence shall not be bound by any provision or agreement requiring or providing for arbitration of disputes or controversies arising out of this agreement, and provision wherein Confluence waives any rights to a mechanics' lien, or any provision conditioning Confluence's right to receive payment for its professional services upon payment to Client by any third party. These General Conditions are notice, where required, that Confluence shall file a lien whenever necessary to collect past due amounts. Failure to make payment within 30 days of invoice shall constitute a release of Confluence from any and all claims which Client may have, either in tort or contract, and whether known or unknown at the time.
- 16. LATE PAYMENTS:** Accounts unpaid 60 days after the invoice date may be subject to a monthly service charge of 1.5% on the then unpaid balance (18.0% true annual rate), at the sole election of Confluence, in the event any portion or all of an account remains unpaid 90 days after billing, the Client shall pay all costs of collection, including reasonable attorney's fees.
- 17. ENTIRE AGREEMENT:** This agreement constitutes the entire understanding of the parties, and there are no representations, warranties or undertakings made other than as set forth herein. This agreement may be amended, modified or terminated only in writing, signed by each of the parties hereto.
- 18. INDEMNIFICATION:** The Client shall indemnify and hold harmless Confluence and all of its personnel from and against any and all claims, damages, losses and expenses (including reasonable attorney's fees) arising out of or resulting from the performance of professional services, provided that any such claim, damage, loss or expense is caused in whole or in part by the negligent act, omission, and/or strict liability of the Client, anyone directly or indirectly employed by the Client (except Confluence), or anyone for whose acts any of them may be liable.
- 19. MISCELLANEOUS:** To the extent within Client's control, Confluence shall have the right to take photographs, and make other reasonable promotional use of the project, and Confluence shall be given appropriate credit on all construction signs or other promotional materials concerning the project. Client may accept Confluence's Proposal either by signature, or oral assent, authorizing Confluence to commence providing professional services or making any payments to Confluence in consideration of professional services, and any of the above modes of acceptance shall be deemed to incorporate these Business Terms into the contract between the parties thereby formed.
- 20. OWNERSHIP OF DOCUMENTS:** All documents produced by Confluence under this agreement shall remain the property of Confluence and may not be used by the Client for any other endeavor without written consent.

EXHIBIT 'A'

CONFLUENCE

STANDARD HOURLY RATES

Senior Principal .....	\$160.00 - \$200.00 per hour
Principal .....	\$140.00 - \$185.00 per hour
Associate Principal .....	\$130.00 - \$160.00 per hour
Associate .....	\$110.00 - \$150.00 per hour
Senior Project Manager .....	\$100.00 - \$140.00 per hour
Project Manager .....	\$90.00 - \$110.00 per hour
Senior Landscape Architect .....	\$90.00 - \$110.00 per hour
Landscape Architect .....	\$80.00 - \$100.00 per hour
Senior Project Planner .....	\$90.00 - \$110.00 per hour
Planner II .....	\$80.00 - \$100.00 per hour
Planner I .....	\$70.00 - \$90.00 per hour
Landscape Architect-In-Training .....	\$70.00 - \$90.00 per hour
Landscape Architect Intern .....	\$60.00 - \$75.00 per hour
Draftsperson .....	\$50.00 - \$75.00 per hour
Graphic Designer .....	\$70.00 - \$90.00 per hour
Clerical / System Staff .....	\$42.00 - \$70.00 per hour

REIMBURSABLE EXPENSES

Filing Fees .....	1.15 x cost
Long Distance Telephone Calls .....	1.15 x cost
Materials and Supplies .....	1.15 x cost
Meals and Lodging .....	1.15 x cost
Mileage .....	\$.535 per mile
Postage .....	1.15 x cost
Printing by Vendor .....	1.15 x cost
B/W Photocopies/Prints 8½ x 11 .....	\$.05 each
B/W Photocopies/Prints 11x17 .....	\$.09 each
Color Photocopies/Prints 8½ x 11 .....	\$.65 each
Color Photocopies/Prints 11x17 .....	\$1.50 each
Large Format Plotting – Bond .....	\$2.50/SF
Large Format Plotting - Mylar .....	\$4.50/SF
Large Format Plotting - Photo .....	\$5.00/SF
Compact Discs .....	\$2.50 each
Booklet Binding (cover, coil, back) .....	\$4.50 each
Foam Core .....	\$8.00 each
Easel Pads .....	\$32.75 each
Electronic Files .....	\$50.00 Each
Online Meeting Service .....	\$35.00 Each

Effective 1/1/2017



# 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:** June 20, 2018  
**SUBJECT:** Re-Subdivision of Lot B of Lot 3 & Lot 4 Eastview First Subdivision, Preliminary and Final Plats

Al's Corner Oil Co and Jeffrey M Schaben of Pit Stop Auto Wash, L.L.C., have submitted and are requesting approval of an application for a preliminary and final plat to be named Re-Subdivision of Lot B of Lot 3 & Lot 4 Eastview First Subdivision. The plat contains 3.82 acres of land and is located on the north side of Plaza Drive just west of Griffith Road.

The property is identified in the 2013 Carroll Comprehensive Plan as Business. The existing zoning is B-2, General Business District.

The development consists of 2 business lots. Lot B of Lot 3 is .62 acres in size and Lot 4 (Except Parcel "A") is 3.20 acres in size. The lots meet the minimum requirements for B-2 zoning.

No new streets or right-of-ways are proposed as part of this development. Both lots will have access to Plaza Drive (frontage road to Highway 30) while Lot 4 (Except Parcel "A") will continue to have access to Griffith Road.

No new City owned utilities are proposed in the development. The lots will be served by City of Carroll water, sanitary sewer, and storm sewer systems.

**PLANNING AND ZONING COMMISSION RECOMMENDATION:** That the Carroll City Council approve the Re-Subdivision of Lot B of Lot 3 & Lot 4 Eastview First Subdivision Preliminary and Final Plats with conditions as noted on the staff report.

**STAFF RECOMMENDATION:** Staff recommends City Council approval of the Re-Subdivision of Lot B of Lot 3 & Lot 4 Eastview First Subdivision, Preliminary and Final Plats with conditions as noted on the staff report as recommended by the Planning and Zoning Commission.

**CITY OF CARROLL  
SUBDIVISION DATA**

**NAME OF PLAN:** Re-Subdivision of Lot B of Lot 3 and Lot 4 Eastview First Subdivision – Preliminary and Final Plats

**NAME OF OWNER/DEVELOPER:** Al's Corner Oil Co and Jeffrey M Schaben of Pit Stop Auto Wash, L.L.C.

---

**GENERAL INFORMATION:**

**PLAT LOCATION:** The north side of Plaza Drive just west of Griffith Road  
**SIZE OF PLAN:** 3.82 Acres  
**ZONING:** B-2, General Business District

**LOTS:**

**NUMBER:** 2 Business Lots  
**SIZE/DENSITY:** 1.91 units per acre  
**USE:** General Business  
**BUILDING LINES:** Front Yard – None  
Side Yard - None, except in the case of a commercial use lot adjoining a residential district, then the side yard shall be a minimum of 10 feet  
Rear Yard - None, except in the case of a commercial use lot adjoining a residential district, then the rear yard shall be a minimum of 20 feet.

**ADJACENT LANDS:**

**NORTH:** Residential (R-3)  
**SOUTH:** General Industrial (I-2)  
**EAST:** General Industrial (I-2)  
**WEST:** Business (B-2)

**STREET DEVELOPMENT:**

No new streets or right-of-ways are proposed as part of this development. All lots will have access to Plaza Drive.

**WASTE WATER:**

No new City owned water utilities are proposed in the development.

**WATER SYSTEM:**

No new City owned sanitary sewer utilities are proposed in the development.

**PRELIMINARY AND FINAL PLAT DRAWINGS:**

Approval subject to the following conditions:

- 1) That the Preliminary and Final Plat subdivision requirements as noted on the attached checklist are waived.
- 2) That a 10-foot-wide trail easement be shown on the east side of Lot 4 (Except Parcel "A") along Griffith Road and a revised preliminary and final plan showing this change be submitted prior to City Council review.

RESOLUTION NO.: \_\_\_\_\_

WHEREAS, AP's Corner Oil Co. and Pit Stop Auto Wash, L.L.C. have filed a Preliminary Plat for Re-Subdivision of Lot B of Lot 3 & Lot 4 Eastview First Subdivision, City of Carroll, Carroll County, Iowa; and,

WHEREAS, the Preliminary Plat was given tentative approval Approval subject to the following conditions, by the City Planning and Zoning Commission at their meeting of June 13, 2018;

- 1) That the Preliminary and Final Plat subdivision requirements as noted on the City of Carroll Subdivision Application are waived.
- 2) That a 10-foot-wide trail easement be shown on the east side of Lot 4 (Except Parcel "A") along Griffith Road and a revised preliminary and final plan showing this change be submitted prior to City Council review.

NOW, THEREFORE, BE IT RESOLVED that the Council does hereby tentatively approve the Preliminary Plat for Re-Subdivision of Lot B of Lot 3 & Lot 4 Eastview First Subdivision, City of Carroll, Carroll County, Iowa. Council gives authorization to proceed with preparation of the Final Plat pursuant to Section 6-6.0308 of the City of Carroll Subdivision Ordinance.

Passed and adopted by the Carroll City Council this 25<sup>th</sup> day of June, 2018.

CITY COUNCIL OF THE  
CITY OF CARROLL, IOWA

By: \_\_\_\_\_  
Eric P. Jensen, Mayor

ATTEST:

By: \_\_\_\_\_  
Laura A. Schaefer, City Clerk



RESOLUTION NO. \_\_\_\_\_

WHEREAS, Al's Corner Oil Co. and Pit Stop Auto Wash, L.L.C., owners of certain real estate described in a certain plat filed by them with the City Clerk of the City of Carroll, Iowa, known as the Re-Subdivision of Lot B of Lot 3 & Lot 4 Eastview First Subdivision, City of Carroll, Carroll County, Iowa; and,

WHEREAS, the said Plat has been duly examined by the City Planning and Zoning Commission, which has recommended approval, subject to the following conditions: 1) That the Preliminary and Final Plat subdivision requirements as noted on the City of Carroll Subdivision Application are waived, 2) That a 10-foot-wide trail easement be shown on the east side of Lot 4 (Except Parcel "A") along Griffith Road and a revised preliminary and final plan showing this change be submitted prior to City Council review, of the same on June 13, 2018, and found same to conform to the general plan of the City; and,

WHEREAS, said Plat has been examined by the City Council and found to conform to the City of Carroll Subdivision Ordinance and falls within the general plan of the City of Carroll, Iowa, and is found to comply with Chapter 354 of the 2017 Code of Iowa.

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

1. That the plat of Re-Subdivision of Lot B of Lot 3 & Lot 4 Eastview First Subdivision, City of Carroll, Carroll County, Iowa, is found to conform with the law and is hereby accepted.
2. That this Resolution shall be fully binding upon the owners, their assigns, purchasers or successors in interest.
3. That the Mayor and City Clerk of the City of Carroll, Iowa, are hereby directed to certify this Resolution and cause the same to be affixed to the said Plat as provided by law.

Passed and approved by the Carroll City Council this 25<sup>th</sup> day of June, 2018.

CITY COUNCIL OF THE  
CITY OF CARROLL, IOWA

By: \_\_\_\_\_  
Eric P. Jensen, Mayor

ATTEST:

By: \_\_\_\_\_  
Laura A. Schaefer, City Clerk



Index Legend	
Location:	LOTS 3 & 4 EASTVIEW FIRST SUBDIVISION
Requestor:	
Proprietor:	AL'S CORNER OIL CO./ PIT STOP AUTO WASH
Surveyor:	MATTHEW A. FOUTS
Surveyor Company:	JEO CONSULTING GROUP INC.
Return To:	724 SIMON AVE. CARROLL, IA 51401

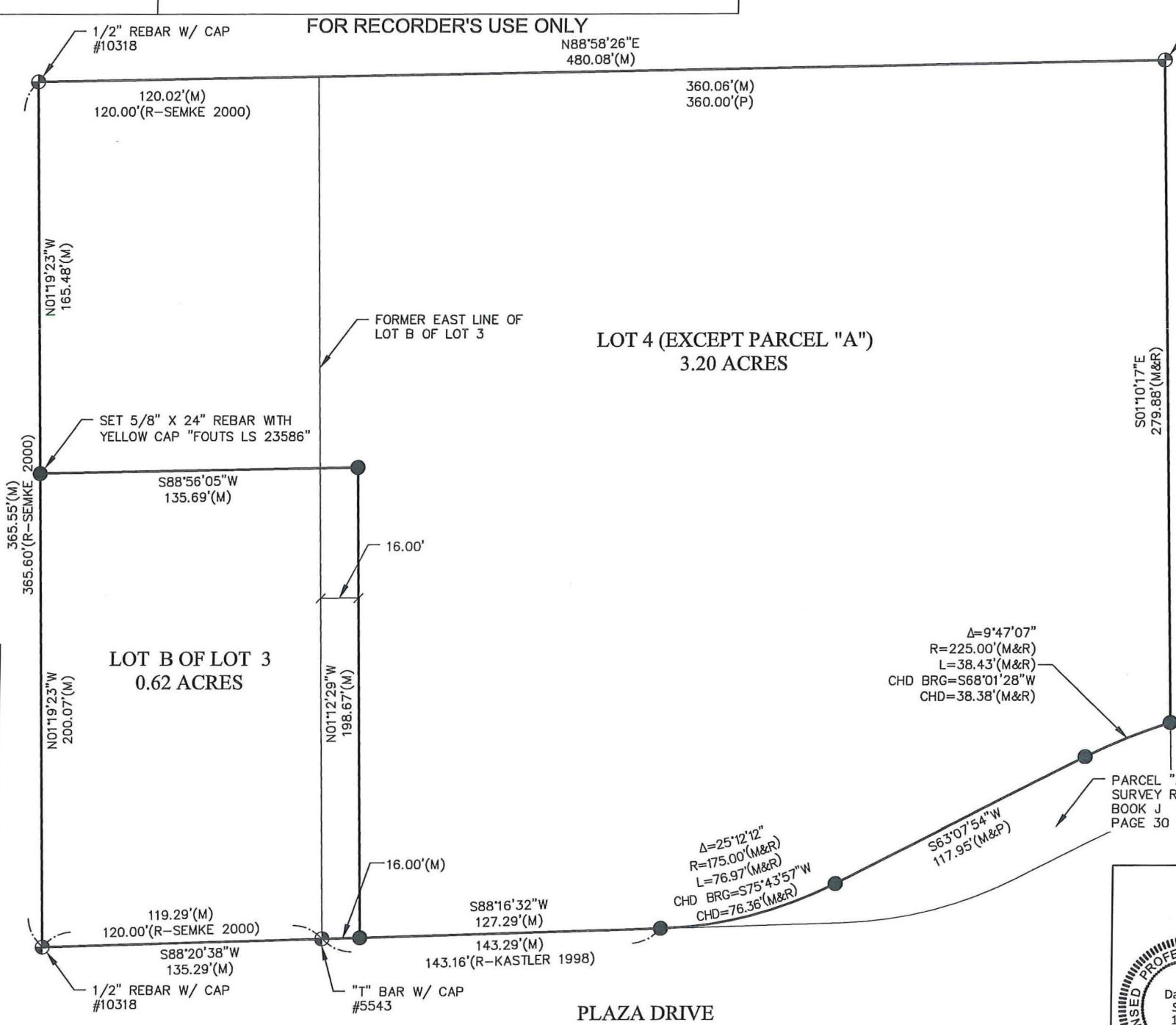
# PRELIMINARY PLAT RE-SUBDIVISION OF LOT B OF LOT 3 & LOT 4 EASTVIEW FIRST SUBDIVISION CITY OF CARROLL CARROLL COUNTY, IOWA



**LEGEND**

- MONUMENT FOUND
- MONUMENT SET
- CALCULATED POINT
- D DEEDED DISTANCE
- G GOVERNMENT DISTANCE
- M MEASURED DISTANCE
- P PLATTED DISTANCE
- R RECORDED DISTANCE

GRAPHIC SCALE



**OWNER, SUBDIVIDER**  
AL'S CORNER OIL CO.  
12053 HWY. 71 NORTH,  
CARROLL, IA 51401

PIT STOP AUTO WASH, L.L.C.  
JEFFREY M. SCHABEN  
2771 X AVE., MANILLA, IA 51454

**ENGINEER**  
DANNY STURM, PE  
724 SIMON AVENUE  
CARROLL, IOWA 51401  
712-792-9711

**ACREAGE TABLE**

TOTAL ACREAGE	3.82 ACRES
NUMBER OF LOTS	2
MIN. LOT AREA	0.62 ACRES
AVG. LOT AREA	1.91 ACRES
MAX. LOT AREA	3.20 ACRES
PUBLIC LAND AREA	0 ACRES
ROW LAND AREA	0 ACRES

**ZONING**

EXISTING ZONING	I-1
PROPOSED ZONING	I-1

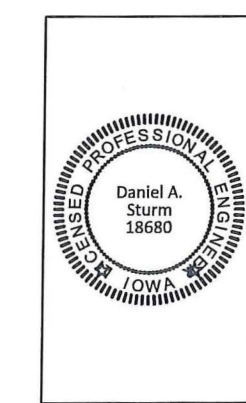
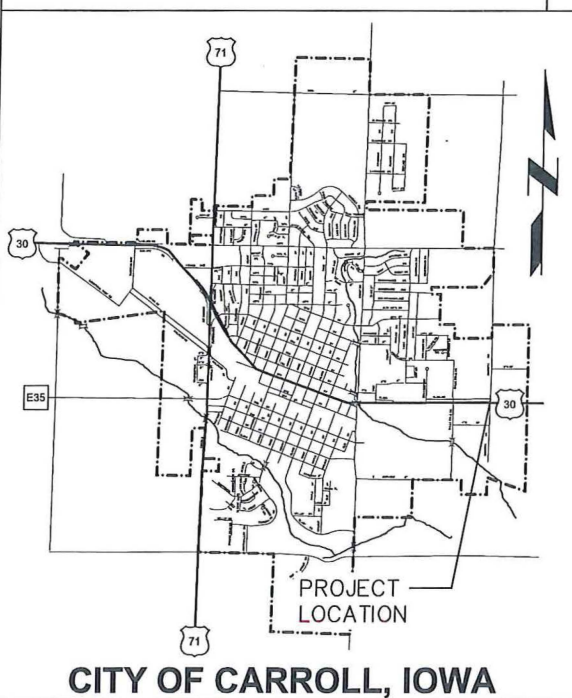
**SETBACKS**

FRONT YARD	NONE
REAR YARD MIN.	NONE
SIDE YARD MIN.	NONE

\*NOTE: ALL FRONT YARD BUILDING SETBACK LINES ARE TO BE MEASURED FROM THE STREET RIGHT-OF-WAY.

**FLOODING**  
COMMUNITY-PANEL NUMBER 19027C0153C  
EFFECTIVE DATE 9/15/2017  
ZONE X - OUTSIDE THE 500 YEAR FLOOD PLAIN

PRELIMINARY PLAT APPROVED	
AL'S CORNER OIL CO.	DATE
PIT STOP AUTO WASH, L.L.C.	DATE
CITY APPROVALS	
RECOMMEND TENTATIVE PLAT APPROVAL - PLANNING & ZONING COMMISSION	
CHAIRMAN	DATE
TENTATIVE PLAT APPROVAL - CITY OF CARROLL, IOWA	
CLERK	DATE



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.

*Daniel A. Sturm* (signature)      5/29/18 (date)

Printed or typed name: Daniel A. Sturm  
License Number B680  
My license renewal date is December 31, 2019  
Pages or sheets covered by this seal:

SHEET 1.0

2018 PRELIMINARY PLAT  
REPLAT OF LOT B OF LOT 3 & LOT 4  
EASTVIEW FIRST SUBDIVISION

PROJECT NO. 151073  
DATE 5/29/2018  
DRAWN BY MAF  
FILE NAME SV-151073.dwg  
FIELD BOOK CARROLL #47  
FIELD CREW MAF  
REVIEW BY JJS  
REVIEW DATE 5/21/18  
SURVEY FILE NO.







# 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*

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

**DATE:** June 18, 2018

**SUBJECT:** West Central Iowa Rural Water Association  
Request to Provide Water Service Within Two-Mile Limit

On June 14, West Central Iowa Rural Water Association made a request to provide water service within the two-mile limit to the following:

Mike Janning                      Maple River Township, Section 1                      21804 160<sup>th</sup> Street

The approximate location is illustrated on the attached map.

The options appear to be as follows:

1. Not respond to the plan within 75 days. West Central Iowa Rural Water Association may provide the service proposed.
2. Within 75 days of receipt of the plan, notify West Central Iowa Rural Water Association that the City requires additional time or information to study provision of water service outside the limits of the City.
3. Waive the right to provide water service. West Central Iowa Rural Water Association may provide the service.
4. Reserve the right to provide water service in some or all areas of the plan. Preparations must be made to provide service within three years.

**RECOMMENDATION:** Mayor and City Council consideration and waiver of the right to provide water service.

RMK:ds

attachment

# CARROLL COUNTY IOWA

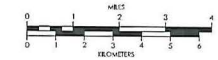


Office of Systems Planning  
Phone: (515) 239-1664  
WWW.IOWADOT.GOV/MAPS



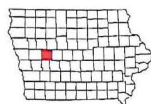
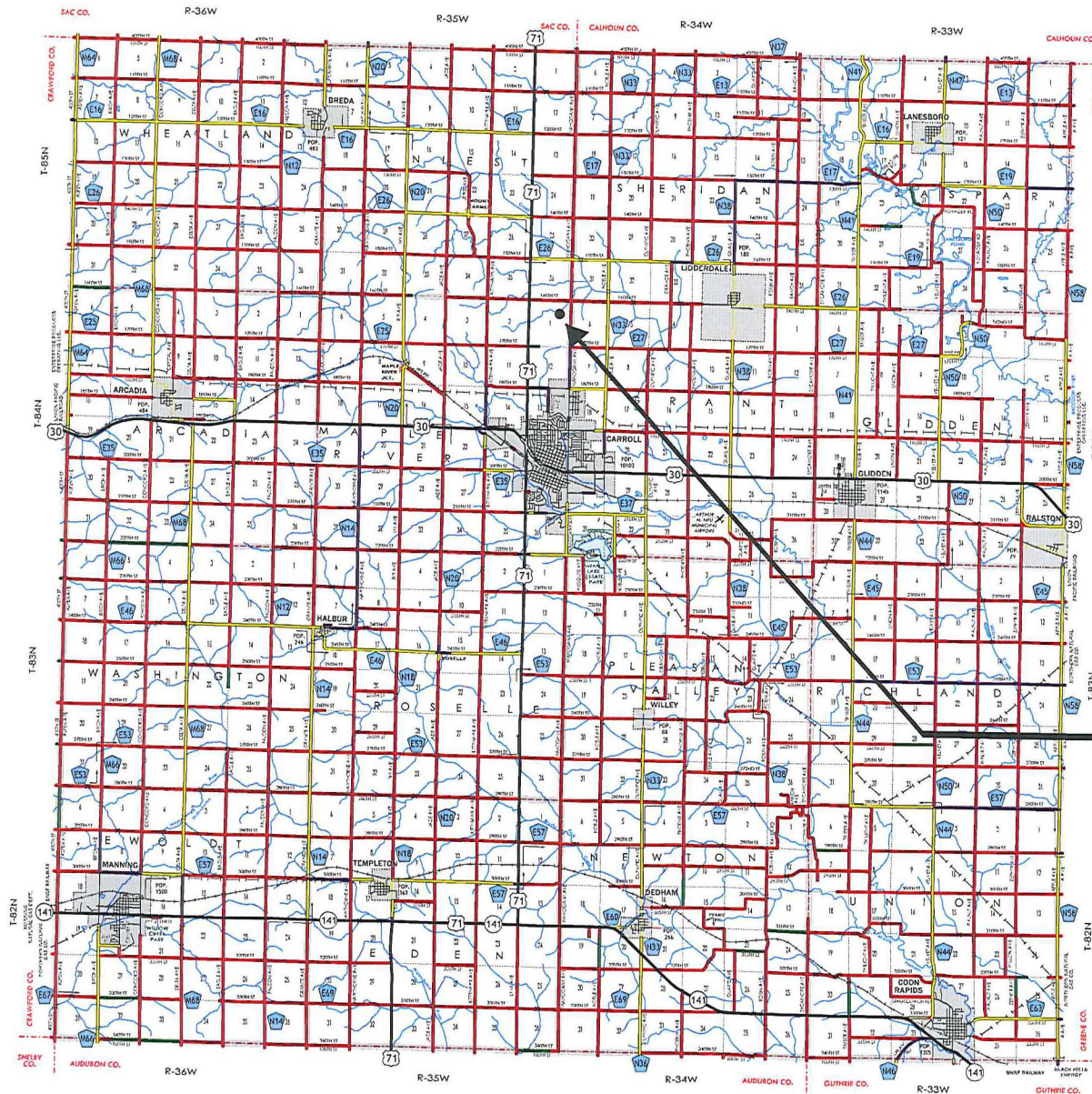
In Cooperation With  
**United States**  
Department of Transportation

JANUARY 1, 2017



### LEGEND

- INTERSTATE HIGHWAY
- PRIMARY HIGHWAY-DIVIDED
- PRIMARY HIGHWAY
- PORTLAND COUNTY CONCRTD ROAD
- ADPMS ROAD
- RTHWINDSOR ROAD
- GRAVEL ROAD
- EARTHED ROAD
- INTERSTATE HIGHWAY
- STATE HIGHWAY
- COUNTY HIGHWAY
- RAILROAD
- FUTURE AIRPORT
- HYDROLOGY
- BRIDGE
- STATE BOUNDARY
- COUNTY BOUNDARY
- TOWNSHIP LINE
- SECTION LINE
- ROAD NAMES
- UNINCORPORATED PLACE
- STATE PARKS
- STATE INSTITUTIONS
- FEDERAL LAND



**West Central Iowa  
Rural Water  
Association**

**Requested  
Service 06-14-18**



# City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

**MEMO TO:** Honorable Mayor and City Council Members  
**FROM:** Mike Pogge-Weaver, City Manager *MSP-W*  
**DATE:** June 21, 2018  
**SUBJECT:** Discussion: Carroll Park Apartments Development Incentives

Earlier this year City of Carroll was approached by Dave Walters of Green Stream Homes of Iowa who was considering constructing new apartments in the City of Carroll. Ultimately the project will be owned by Kenyon Hill Ridge LLC (owners are Dean Quirk and Paul Stender). Green Stream Homes of Iowa has been working on plans for a number of months and has recently submitted a rezoning request and preliminary plat that will be considered by the Planning and Zoning Commission in July.

The proposed development calls for the construction of two, 30-unit, three story, market rate apartment buildings on the southside of the property and 8 owner occupied, duplex buildings, for a total of 16 units on the north side of the property. The apartments will all be two-bedroom units with a higher level of interior finishes including a washer and dryer in each unit, granite countertops, oak cabinets, etc. Rents for the units in the 30-unit building is targeted at \$950 to \$1,000 per month. The duplexes will be marketed in the range of \$240,000 per unit.

Initially the developer plans to construct the public street and public utilities; plat the duplex units; and build one of the two apartment buildings, likely the western most building. Once the first apartment building is sufficiently rented the developer will begin construction on the second building.

## **Requested Incentives**

The developer is requesting that the City establish an urban renewal district for the development and provide a TIF rebate for the public infrastructure that would be installed to serve the development. Staff has worked with Carroll County Assessor Cindy Heuton to get an estimated value of the proposed apartments. Based on the limited plans that were submitted the estimated assessed value of the two 30-unit apartment building would be \$5,058,910. Final values will change based on the actual structures that are constructed. For the duplex units, staff simply assumed an assessed value of \$200,000 per unit for a total of \$3,200,000 for all 16 units.

Based on the above estimated assessed values staff has estimated the maximum TIF rebate that would be generated with this project. Staff did use the current FY 2019 tax rate and projected rollbacks based on calculations from PFM. The following are simply estimates and will differ from actual tax collections based on a number of factors including, but not limited to, final assessed values, rollback, and final tax rates. With that in mind, City staff has estimated a total of \$1,140,421 would be generated in TIF funds from the development over 10 years.

Through a TIF rebate to the developer, the City may only rebate the total cost of public infrastructure. JEO has completed an engineer's conceptual opinion of probable cost on the public utilities and has estimated that the public utilities will cost \$493,060. This estimate is subject to change since the plans are still under review and could be modified.

Since this is a market rate development without any low to moderate income (LMI) housing units, an amount equal to the percentage of LMI households in Carroll County is required to be set aside in a fund that will benefit housing for LMI households in the City. For Carroll County the percentage of LMI households is 38.9%. In order to generate a total TIF rebate of \$493,060 a total of \$806,972 in TIF funds would need to be collected with \$313,912 being set aside for LMI housing needs.

### **Considerations**

There is a number of due diligence items that City staff needs to complete before Council would move forward with this request.

If the Council would entertain providing this type of incentive to a developer, staff would suggest, in order to protect the City, that the Developer first construct the public utilities and then dedicate them to the City as a condition of the TIF rebate. Any TIF rebates would be made only after taxes are paid, LMI set aside subtracted and then limited to 10 years or until the total cost of the public utilities is rebated back to the developer.

With that said, staff would like direction from the Council if this is a type of incentive they would like to extend before staff spends substantial time and effort on it and before we incur legal expenses in setting up the Urban Renewal district.

**RECOMMENDATION:** Mayor and City Council discuss the requested incentive and provide direction to staff on how to proceed on the Carroll Park Apartments Development Project.

Annual Taxable Value Increase -->

2.0%

**TIF Scenario for two 30-unit apartment buildings**

	<u>Assessment Year</u>	<u>Fiscal Year</u>	<u>Incremental Value</u>	<u>Rollback %</u>	<u>Taxable Value</u>	<u>TIF Rate</u>	<u>TIF Taxes Paid</u>	<u>Cumulative TIF Taxes Pd</u>	<u>LMI Set Aside</u>	<u>Cumulative Available TIF Rebate</u>
1	2019	FY 20/21	5,058,910	71.25%	3,604,473	23.41427	84,396	84,396	38.90%	51,566
2	2020	FY 21/22	5,160,088	67.50%	3,483,060	23.41427	81,553	165,949	38.90%	101,395
3	2021	FY 22/23	5,263,290	63.75%	3,355,347	23.41427	78,563	244,512	38.90%	149,397
4	2022	FY 23/24	5,368,556	53.4149%	2,867,609	23.41427	67,143	311,655	38.90%	190,421
5	2023	FY 24/25	5,475,927	50.2999%	2,754,386	23.41427	64,492	376,147	38.90%	229,826
6	2024	FY 25/26	5,585,445	49.8019%	2,781,658	23.41427	65,130	441,278	38.90%	269,621
7	2025	FY 26/27	5,697,154	49.8019%	2,837,291	23.41427	66,433	507,711	38.90%	310,211
8	2026	FY 27/28	5,811,097	49.8019%	2,894,037	23.41427	67,762	575,473	38.90%	351,614
9	2027	FY 28/29	5,927,319	49.8019%	2,951,918	23.41427	69,117	644,590	38.90%	393,844
10	2028	FY 29/30	6,045,866	49.8019%	3,010,956	23.41427	70,499	715,089	38.90%	436,919

**TIF Scenario for 8 duplex buildings (16 units total - \$200,000 value per unit)**

	<u>Assessment Year</u>	<u>Fiscal Year</u>	<u>Incremental Value</u>	<u>Rollback %</u>	<u>Taxable Value</u>	<u>TIF Rate</u>	<u>TIF Taxes Paid</u>	<u>Cumulative TIF Taxes Pd</u>	<u>LMI Set Aside</u>	<u>Cumulative Available TIF Rebate</u>
1	2019	FY 20/21	3,200,000	55.9645%	1,790,864	23.41427	41,932	41,932	38.90%	25,620
2	2020	FY 21/22	3,264,000	57.1589%	1,865,666	23.41427	43,683	85,615	38.90%	52,311
3	2021	FY 22/23	3,329,280	53.9490%	1,796,113	23.41427	42,055	127,670	38.90%	78,006
4	2022	FY 23/24	3,395,866	53.4149%	1,813,898	23.41427	42,471	170,141	38.90%	103,956
5	2023	FY 24/25	3,463,783	50.2999%	1,742,279	23.41427	40,794	210,935	38.90%	128,881
6	2024	FY 25/26	3,533,059	49.8019%	1,759,530	23.41427	41,198	252,133	38.90%	154,053
7	2025	FY 26/27	3,603,720	49.8019%	1,794,721	23.41427	42,022	294,155	38.90%	179,729
8	2026	FY 27/28	3,675,794	49.8019%	1,830,615	23.41427	42,863	337,018	38.90%	205,918
9	2027	FY 28/29	3,749,310	49.8019%	1,867,228	23.41427	43,720	380,737	38.90%	232,631
10	2028	FY 29/30	3,824,296	49.8019%	1,904,572	23.41427	44,594	425,332	38.90%	259,878

<b>Projected Maximum Total TIF Taxed Paid</b>	<b>1,140,421</b>
<b>Projected Maximum LMI set aside</b>	<b>443,624</b>
<b>Projected Maximum Total Available TIF Rebate</b>	<b>696,797</b>



Index Legend	
Location:	Part of the Southeast Quarter Section 19, T84N, R34W
Requestor:	Green Stream Homes of Iowa
Proprietor:	Green Stream Homes of Iowa
Surveyor:	Matt Fouts, PLS
Surveyor	
Company:	JEO Consulting Group, Inc.
Return To:	Cody Forch 724 Simon Avenue Carroll, Iowa 51401

**PRELIMINARY PLAT**  
**CARROLL PARK**  
**APARTMENTS SUBDIVISION**  
**CITY OF CARROLL**  
**CARROLL COUNTY, IOWA**

INDEX OF SHEETS  
 SHEET 1 - BOUNDARY INFORMATION  
 SHEET 2 - BOUNDARY DESCRIPTION  
 AND DEDICATION

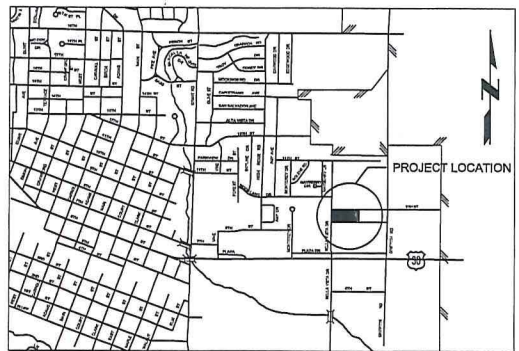
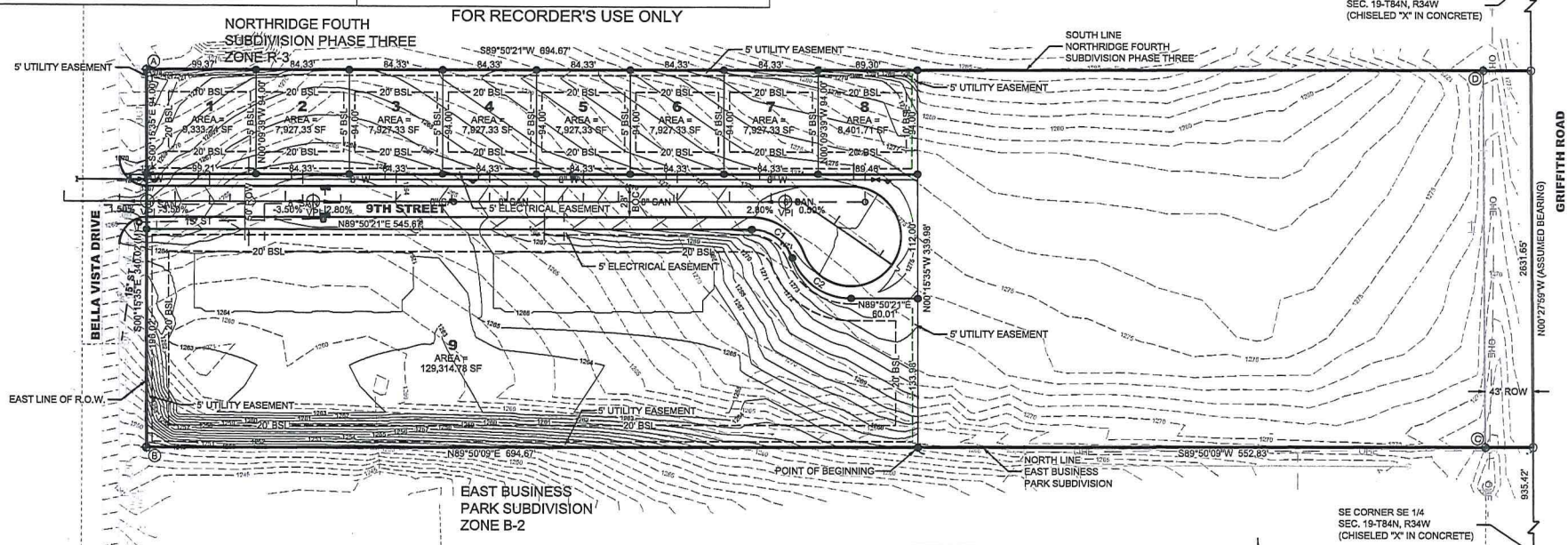
NOTE:  
 ALL BEARINGS ARE ASSUMED, ALL MONUMENTS SET ARE 5/8" X  
 24" REBAR WITH YELLOW CAP "FOUTS LS 23588", MONUMENTS  
 TO BE SET UPON COMPLETION OF CONSTRUCTION.

<b>LAND SURVEYOR</b>	<b>ACREAGE TABLE</b>	
MATT FOUTS, PLS	TOTAL ACREAGE	5.42 ACRES
724 SIMON AVENUE	NUMBER OF LOTS	9
CARROLL, IOWA 51401	MIN. LOT AREA	0.18 ACRES
712-792-9711	AVG. LOT AREA	0.60 ACRES
<b>DESIGN ENGINEER</b>	MAX. LOT AREA	2.97 ACRES
CODY FORCH, PE	PUBLIC LAND AREA	0.00 ACRES
724 SIMON AVENUE	ROW LAND AREA	0.95 ACRES
CARROLL, IOWA 51401		
712-792-9711	<b>ZONING:</b>	
<b>OWNER, SUBDIVIDER</b>	EXISTING ZONING	R-3
GREEN STREAM HOMES	PROPOSED ZONING	R-5
OF IOWA, LLC	<b>BUILDING SETBACKS:</b>	
15602 WILDEN DRIVE	FRONT YARD	20'
URBANDALE, IOWA 50323	REAR YARD MIN.	10'
	SIDE YARD MIN.	5'



2018  
 CARROLL PARK  
 APARTMENTS SUBDIVISION  
 CARROLL, IOWA

PRELIMINARY PLAT



**FOUND MONUMENTS**

Ⓐ 5/8" REBAR WITH CAP - RIGHT-OF-WAY CORNER OF NORTHRIDGE FOURTH SUBDIVISION PHASE 3.  
 Ⓑ 5/8" REBAR WITH CAP - RIGHT-OF-WAY CORNER OF EAST BUSINESS PARK SUBDIVISION.  
 Ⓒ 5/8" REBAR WITH CAP - RIGHT-OF-WAY CORNER OF EAST BUSINESS PARK SUBDIVISION.  
 Ⓓ 5/8" REBAR WITH CAP - RIGHT-OF-WAY CORNER OF NORTHRIDGE FOURTH SUBDIVISION PHASE 3.

CURVE	RADIUS	LENGTH	DELTA	CHORD BEARING	CHORD LENGTH
C1	39.00'	47.43'	69°40'24" RT	S 55°19'27" E	44.56'
C2	56.00'	68.10'	68°40'40" RT	S 55°19'27" E	63.98'

**LEGEND**

UTILITY EASEMENT	-----	MEASURED DISTANCE	M
BUILDING SET BACK LINE	----- 30' BSL	PLATTED DISTANCE	P
MONUMENT FOUND	⊕	RECORDED DISTANCE	R
FOUND MONUMENT LABEL	Ⓐ	RIGHT-OF-WAY	ROW
MONUMENT SET 5/8" X 24" REBAR WITH YELLOW CAP "FOUTS LS 23588"	⊙	EASEMENT	EASE.
	⊙	UTILITY	UTIL.
	⊙	PROPOSED	PROP.
	⊙	ELECTRICAL	ELEC.

**CITY APPROVALS**

RECOMMEND TENTATIVE PLAT APPROVAL -  
 PLANNING & ZONING COMMISSION

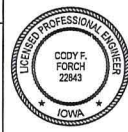
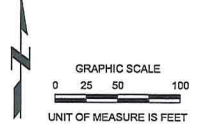
CHAIRMAN \_\_\_\_\_ DATE \_\_\_\_\_

TENTATIVE PLAT ACCEPTED - CITY OF CARROLL, IOWA

CLERK \_\_\_\_\_ DATE \_\_\_\_\_

PRELIMINARY PLAT APPROVED GREEN STREAM HOMES OF IOWA

NAME \_\_\_\_\_ DATE \_\_\_\_\_



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

**FINAL**

SIGNATURE CODY F. FORCH, PE DATE \_\_\_\_\_

PRINTED OR TYPED NAME  
22843

MY LICENSE RENEWAL DATE IS: DECEMBER 31, 2018

PAGES OR SHEETS COVERED BY THIS SEAL:  
 SHEET 1 - 2

PROJECT NO.	180482.00
DATE	5/24/2018
DRAWN BY	hoffmann
FILE NAME	D:\180482.00-PRPLAT-1.dgn
FIELD BOOK	
FIELD CREW	FC IN
SURVEY FILE NO.	
PLAN IN HAND	FILE NO
DATE	PH DATE
70 PERCENT REVIEW	75% IN
DATE	70% DATE
95 PERCENT REVIEW	95% IN
DATE	95% DATE
REVISIONS	

**PRELIMINARY PLAT**  
**CARROLL PARK**  
**APARTMENTS SUBDIVISION**  
**CITY OF CARROLL**  
**CARROLL COUNTY, IOWA**



**2018**  
**CARROLL PARK**  
**APARTMENTS SUBDIVISION**  
**CARROLL, IOWA**

**PRELIMINARY PLAT**

PROJECT NO.	180482.DD
DATE	5/24/2018
DRAWN BY	chhoffmann
FILE NAME	S:\180482.DD\PREPLAT-2.dgn
FIELD BOOK	FIELDBOOK
FIELD DRAW	FC IN
SURVEY FILE NO.	SURVEY FILE NO.
PLAN IN HAND	PS IN
ISSUED	PH DATE
DATE	70% DATE
TO PRELIMINARY REVIEW	DATE
DATE	DATE
BY PROJECT REVIEW	DATE
DATE	DATE
REVISIONS	

**BOUNDARY DESCRIPTION**

A PARCEL OF LAND LOCATED IN THE SOUTHEAST QUARTER OF SECTION 19, TOWNSHIP 84 NORTH, RANGE 34 WEST OF THE FIFTH P.M., CARROLL COUNTY, IOWA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

REFERRING TO THE SOUTHEAST CORNER OF THE SOUTHEAST QUARTER OF SAID SECTION 19; THENCE N00°27'59"W, ON THE EAST LINE OF SAID SOUTHEAST QUARTER, 935.42 FEET; THENCE S89°50'09"W ON THE NORTH LINE OF EAST BUSINESS PARK SUBDIVISION 552.83 FEET TO THE POINT OF BEGINNING; THENCE N00°15'35" W, 339.98 FEET TO THE SOUTH LINE OF NORTHRIDGE FOURTH SUBDIVISION, PHASE THREE; THENCE S89°50'21"W, ON SAID SOUTH LINE, 694.67 FEET TO THE EAST RIGHT-OF-WAY LINE OF BELLA VISTA DRIVE; THENCE S00°15'35"E, ON SAID EAST LINE, 340.02 FEET TO THE NORTH LINE OF EAST BUSINESS PARK; THENCE N89°50'09"E, ON SAID NORTH LINE, 694.67 FEET TO THE POINT OF BEGINNING, CONTAINING 5.42 ACRES, MORE OR LESS.

**DEDICATION:**

KNOW ALL MEN BY THESE PRESENTS: THAT GREEN STREAM HOMES OF IOWA, LLC IS THE OWNER OF THE LAND DESCRIBED WITHIN THE PERIMETER DESCRIPTION AND EMBRACED WITHIN THIS PLAT AND HAVE CAUSED SAID LAND TO BE SUBDIVIDED INTO LOTS TO BE NAMED AND NUMBERED AS SHOWN, SAID SUBDIVISION TO BE HEREAFTER KNOWN AS GREEN STREAM HOMES OF IOWA SUBDIVISION. SAID OWNER HEREBY RATIFIES AND APPROVES OF THE DISPOSITION OF ITS PROPERTY AS SHOWN ON THIS PLAT. SAID OWNER FURTHER GRANTS PERPETUAL UTILITY EASEMENTS AND PUBLIC DRAINAGE EASEMENTS TO THE CITY OF CARROLL AND ANY PUBLIC OR PRIVATE UTILITY FOR RECIPROCAL USE BY THE LICENSEES OF SAID SUBDIVISION TO BUILD, ERECT, MAINTAIN AND OR REPAIR THE FOLLOWING: WATERLINES, DRAINAGE FACILITIES, NATURAL GAS LINES, WIRES AND CABLES FOR CARRYING TRANSMISSION OF ELECTRICAL CURRENT FOR LIGHT, HEAT, POWER AND FOR THE TRANSMISSION AND RECEPTION OF SIGNALS AND SOUNDS OF ALL KINDS ON, OVER, THROUGH, UNDER AND ACROSS ALL STRIPS OF LAND LABELED AS UTILITY EASEMENTS ON THIS PLAT. THE GRADE, ELEVATION OR CONTOUR OF ANY PART OF THE EASEMENT AREA SHALL NOT BE CHANGED WITHOUT OBTAINING THE PRIOR WRITTEN CONSENT OF THE CITY OF CARROLL. NO LANDSCAPING OR STRUCTURE SHALL BE ERECTED OVER OR WITHIN THE EASEMENT AREA WITHOUT OBTAINING THE PRIOR WRITTEN APPROVAL OF THE CITY OF CARROLL.

**NATIONAL FLOOD INSURANCE PROGRAM FLOOD INSURANCE RATE MAP:**

COMMUNITY-PANEL NUMBER: 190041 0005 B  
 MARCH 19, 1990  
 ZONE X (NON-FLOOD PLAIN)

**BENCH MARKS:**

- 1) 1276.42(F) NAD 1983,  
 POINT NUMBER: 10120  
 MONUMENT TYPE: ARROWHEAD ON FIRE HYDRANT  
 LOCATION: SOUTHWEST CORNER OF EAST  
 9TH STREET AND GRIFFITH ROAD INTERSECTION

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 P:\Projects\180482.DD\180482.DD\_CorrollParkApartmentsSubdivision.dwg







# WEBSTER CITY APARTMENTS



# City of Carroll

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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

**DATE:** June 21, 2018

**SUBJECT:** Committee Reports

1. Library Board (meets 3<sup>rd</sup> or 4<sup>th</sup> Monday of month) – **June 18, 2018**
2. Board of Adjustment (meets 1<sup>st</sup> Monday of month) –
3. Planning and Zoning Commission (meets 2<sup>nd</sup> Wednesday of month) – **June 13, 2018**
4. Carroll Airport Commission (meets 2<sup>nd</sup> Monday of month) – **June 11, 2018**
5. Parks, Recreation & Cultural Advisory Board (meets 3<sup>rd</sup> Monday of January, March, May, July, September and November) –
6. Carroll County Solid Waste Management Commission (meets 2<sup>nd</sup> Tuesday of month) – **June 12, 2018**
7. Historical Preservation Commission (no regular meeting dates) –
8. Safety Committee (no regular meeting dates) –
9. Civil Service Commission (as needed) –

## Library Board Minutes

June 18, 2018

The Carroll Board of Trustees met in the Mayor's Conference Room of City Hall. Trustees present were: Janet Auge (phone-in), Jacob Fiscus, Tom Louis, Summer Parrott, Carol Shields, Kyle Ulveling, Ralph von Qualen, and Director Rachel Van Erdewyk. Trustees absent were: Paul Reicks and Sondra Rierson. Also present were Glenn Babb (Friends of the Library) and Cecelia Comito (Library Foundation).

Fiscus called the meeting to order at 5:16. It was moved by Louis and seconded by Parrott to approve amending the agenda and moving old business up for discussion. All voted aye. Absent: Reicks and Rierson.

Old Business: Discussion on Library/City Hall project. Auge left discussion at 6:03.

It was then moved by Ulveling and seconded by von Qualen to approve the minutes of the May meeting. All voted aye. Absent: Reicks, Rierson, and Auge. It was moved by Ulveling and seconded by Louis to approve the bills. All voted aye. Absent: Reicks, Rierson, and Auge.

Director's Report: Children's librarian, Diane Tracy, was busy with regular story time and outreach programming, along with her commercials for the upcoming Summer Reading program. Dr. Whoot visited Kuemper preschool and optional kindergarten classes, answering questions about owls and sharing favorite books. Adult and teen programming included Tech help Fridays, Crafty Library Ladies, Book Clubs, Poetry Club, and TAG. Everybody on the Same Page concluded with Officer Shelby McCreedy's program on bullying. A program on Highclere Castle, the real Downton Abbey, was presented by Kathy Wilson. Summer Reading began May 29<sup>th</sup> and is off to a great start. Programs will include: Henry Doorly Zoo, Will Stuck, Loretta Ellsworth, and Chad Elliot. Total program attendance was 1,860. Total resources utilized was 17,462. Monthly door count was 6,422.

New Business: Nomination for new officers. After discussion, it moved by Louis and seconded by Ulveling to nominate a slate of officers including Rierson for president, Auge for vice president, and Shields for secretary. All voted aye. Absent: Reicks, Rierson, and Auge. Discussion was held on the webinar viewed by the trustees through the State Library of Iowa.

It was moved by Louis and seconded by Shields to adjourn. All voted aye. Absent: Reicks, Rierson, and Auge. Meeting adjourned at 6:35. Next regular meeting will be July 16, 2018.

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Jacob Fiscus—President

Judy Behm—Recording Secretary

PLANNING AND ZONING COMMISSION

MINUTES OF JUNE 13, 2018

The Carroll Planning and Zoning Commission met in regular session on June 13, 2018, 5:15 PM, in the Farner Government Building, City Council Chambers. Present: John Horbach, Ron Juergens, Jean Ludwig, Katie McQueen, Jayne Pietig and Pat Venteicher. Absent: Pat Macke and Dan Messerich. Also present: Mike Pogge-Weaver, Jessica Morton, City Attorney representative and Greg Schreck, Building/Fire Safety Official. Commissioner Katie McQueen presided.

\*\*\*\*\*

MOTION by Juergens, second by Venteicher, to approve the minutes of the May 30, 2018 meeting as mailed. All present voted aye. Absent: Macke and Messerich. Motion carried.

\*\*\*\*\*

A preliminary and final plat for Re-Subdivision of Lot B of Lot 3 & Lot 4 Eastview First Subdivision, City of Carroll, Carroll County, Iowa was submitted for review of the Commission. Danny Sturm with JEO was present to support the request. No one present opposed the request. MOTION by Juergens, second by Horbach to recommend to City Council approval of the preliminary and final plat with conditions as presented in the staff report. All present voted aye. Absent: Macke and Messerich. Motion carried.

\*\*\*\*\*

MOTION by Juergens, second by Venteicher, to adjourn at 5:24 PM. All present voted Aye. Absent: Macke and Messerich. Motion carried.

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Katie McQueen, Chairperson

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Michel J. Pogge-Weaver, City Manager



## CARROLL AIRPORT COMMISSION

### Regular Meeting

The regular meeting of the Carroll Airport Commission was held on Monday, June 11, 2018; at the Arthur Neu Airport. Commission members in attendance were Norman Hutcheson, Greg Siemann, Gene Vincent and Kevin Wittrock. Dick Fulton was not present. Also attending were Don Mensen, airport manager and Carol Schoeppner, recording secretary. Chairman Hutcheson 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. Siemann was made to approve the minutes. Motion carried by Commissioners Hutcheson, Siemann, Vincent and Wittrock.

#### DANNER GRAIN LEG LITIGATION

The Commission discussed the pending Danner litigation concerning various levels of appeals. Some of the court rulings could not be decided until late summer. The Commission could encounter more legal fees.

#### TOPICS DISCUSSED:

Don reported the bathroom remodel upstairs has been completed.

Wicks Construction repaired the cracks and bubble on the colored sidewalk. They also did the seeding. Don has concern with the seeding around the sidewalk because of rocks in the soil.

No report on the airport sign.

Comm. Vincent reported the first cutting of hay produced 21 bales and sold at \$90.00 per bale.

Comm. Wittrock reported that Mid America will be replacing the blades on the wind turbines that will be 19 feet long.

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

Carroll Aviation	contract	\$ 6,450.00
Neu, Minnich, Comito		
Halbur, Neu & Badding	Danner grain leg fees	1,855.52
Chad Steinkamp	farm seed & chemicals	6,143.36
Agri Associates	farm chemicals	837.63
New Cooperative	farm chemicals	22.45
Feld Fire	terminal security system	31.00
Wittrock Motor	May car rental	375.00
Rueter's	tractor repair	1,321.30
Kitt Plumbing	bathroom remodel	4,041.50
Dentlinger Construction	bathroom remodel	3,271.96
Carpet One	bathroom remodel	423.98
Community Oil	equipment fuel	1,267.46
Ecowater	cooler rent/water	94.05
Earl May	flowers	21.97
Carroll Refuse	May garbage	57.00
Raccoon Valley Electric	May electric service	1,012.53
McClure Engineering	Entrance Drive Project	658.55
Neu, Minnich, Comito,		
Halbur, Neu & Badding	Danner grain leg fees	525.00
Carol Schoeppner	secretary contract	350.00

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

There being no further business, a motion by Comm. Siemann and seconded by Comm. Wittrock was made to adjourn at 6:37 P.M..

The next regular meeting of the Carroll Airport Commission will be July 9, 2018 at the Arthur Neu Airport.

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Chairman/Vice-Chairman

ATTEST:

---

**CARROLL AIRPORT COMMISSION**

**Regular Meeting**

Monday, July 9, 2018

5:30 P.M.

Arthur Neu Airport

**Agenda**

Approve minutes from previous meeting

Danner Grain Leg Litigation

Airport Sign & Lighting

2017/2018 Budget Report

2018/2019 Budget

New Business

Approve monthly bills

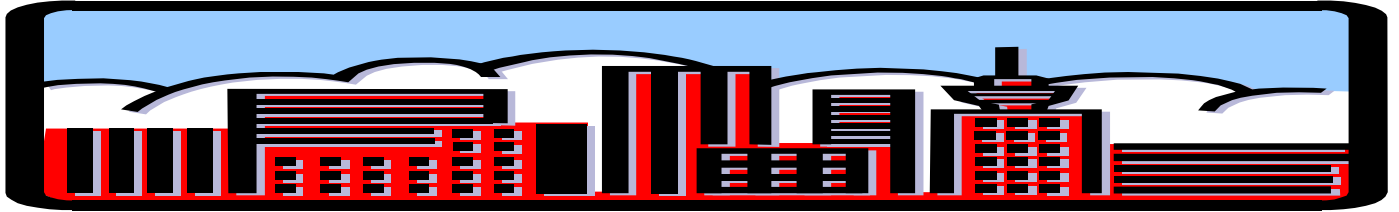
CARROLL COUNTY SOLID WASTE MANAGEMENT COMMISSION  
EXECUTIVE BOARD MEETING--UNOFFICIAL MINUTES

June 12, 2018

1. The meeting was called to order at 8:00 a.m. by Chairman Marty Danzer, in the boardroom of the Carroll County Recycling Center. Others in attendance were Jeff Anthofer, City of Coon Rapids; Dr. Eric Jensen, City of Carroll; and Mike Schwabe, City of Breda. Also attending were Mary Wittry, Director and Dan Halbur, Office Manager.
2. Agenda: Wittry added to "other" update on Raccoon Valley agreement. Schwabe made the motion and Anthofer seconded to approve the agenda as presented, along with the addition. Motion carried, all voting aye.
3. Dr. Jensen made the motion and Schwabe seconded to approve the minutes of the Executive Board meeting on May 8, 2018. Motion carried, all voting aye.
4. Danzer reviewed the Bills Payable--see attached. Wittry went over the following: Foth--\$53292.29--EMS, aerial survey, spring sampling, cell design, and work on maintenance building; Geologic--\$7920.00--3 year service agreement; IMWCA--\$11678.00--annual work comp insurance premium; MasterCard--\$1463.90--software update and meeting expense; Metal Culverts--\$6578.00--culverts; Metta Technologies--\$26021.00--wind screens; Raccoon Valley Electric Cooperative--\$9440.00--electricity to new maintenance building; Stone Printing--\$1368.99--recycling flyers, chairs, and ink cartridge; TestAmerica--\$7360.75--spring sampling lab fees; Tiefenthaler Ag-Lime--\$6274.72--rock and freight. Anthofer made the motion and Dr. Jensen seconded to approve the bills as presented. Motion carried, all voting aye.
5. Halbur presented the financial report --see attached. Schwabe made the motion and Dr. Jensen seconded to approve the financial report as presented. Motion carried, all voting aye.
6. Discussion/decision electronic sign: Wittry reported 3 bids were received. Anthofer made the motion to accept the Omaha Neon Sign bid of \$23,617 and Dales seconded. Motion carried, all voting aye.
7. Discussion/decision EMS grant solar energy: Wittry informed the board that the Commission was awarded \$68,000 for the solar project. Schwabe made the motion and Dr. Jensen seconded to accept the grant and move forward on the project. Motion carried, all voting aye.
8. Discussion/decision credit card reader: Halbur discussed options and the need for accepting credit cards. Anthofer made the motion to approve the PayGOV.US credit card reader and Dr. Jensen seconded. Motion carried, all voting aye.
9. Discussion on intercom system: Halbur stated further information is needed. No action taken.
10. Discussion education coordinator position: Wittry stated that one application was received and a meeting is scheduled for Wednesday.
11. Environmental Management System (EMS) update: Wittry stated that the internal and external audits have been conducted and results will be presented at the next board meeting.
12. Landfill update: Wittry informed the board that the leachate line was jetted and dirt work for the maintenance building has begun.
13. Recycling update: Wittry reported on market conditions for recyclable materials.
14. Other: Wittry updated the board on a facility tour, ISOSWO meeting, and an electrical agreement with Raccoon Valley.
15. Schwabe made the motion and Dr. Jensen seconded to adjourn the meeting at 8:48 a.m. Motion carried, all voting aye.

Respectfully submitted by:

Daniel J Halbur



# **City Manager's Monthly Activity Report Mike Pogge-Weaver, City Manager**

**May 2018**

**City of *Carroll***

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



# Finance Department

**As reported by Laura Schaefer, City Clerk/Finance Director**

Routine Activities for the month:

- Dealt with water issues/collections
- Held employee meetings for health insurance renewal – May 22
- Worked with Rec Center on Perfect Mind software questions
- Worked with various city department for payroll paperwork for the additional employees hired for season/summer positions
- Continued to promote wellness initiatives (Carroll County Wellness Coalition and City wellness program)
  - Wellness Coalition Meeting – May 17

Activities planned for next month and other comments:

- Continue to work on delinquent water accounts/water issues
- Draft financial policies
- Continue with office document purging
- Continue working with various city department for payroll paperwork for the additional employees hired for season/summer positions
- Work with Rec Center on Perfect Mind software questions
- Work with other departments for fireworks education promotion
- End of fiscal year is June 30, 2018 – prepare financials
- Continue to promote wellness program with employees
  - Wellness Coalition Meeting – June 21

Accomplishments of particular note:

- 305 utility bills and statements were emailed in May 2018.

# Fire Department

## As reported by Greg Schreck, Fire Chief

Routine Activities for the month:

The Department responded to one call for service and held three training sessions in May.

The members of the Carroll Fire Department recently completed a two-day training session involving fire development, ventilation, personnel accountability, and hands-on interior fire attack. Training was held at the Carroll Fire Station on Monday and Tuesday evenings (May 14<sup>th</sup> & 15<sup>th</sup>) and was presented by Jim Carpenter with Customized Firefighter Training based in Milford, IA.

During the classroom presentation, firefighters were given an in-depth look at how quickly fire can develop with the new construction materials and synthetic fabrics found in furniture, carpeting and decorative materials in homes and businesses today. The importance of firefighter respiratory protection from toxic smoke generated by these burning materials with the use of Self-Contained Breathing Apparatus (SCBA) was also stressed. Containing fire spread by limiting and controlling air movement within a burning structure was also discussed.

The hands-on portion of the training involved the use of a mobile 30' x 8' x 10' live fire burn simulator set up behind the fire station. Firefighters had the opportunity to enter a smoke and heat filled environment to extinguish fire and ventilate smoke. The burn simulator is trailer-mounted and utilizes propane gas controlled by the instructors for the fire and heat effect and hay bales for smoke generation. The environment within the trailer is as real as it gets and is a great teaching tool for our newer members and a great refresher for our more seasoned firefighters.

This type of training session is an on-going effort by the Department to maintain well-trained firefighters to serve our community to the best of our ability.

Funding for this training was provided through the Iowa Department of Public Safety.

Run Report for May:

Alarm Date	Alarm Location	Incident Type
05/15/2018	219 w 11 <sup>th</sup> Street	Trailer mounted grill fire

# Police Department

## **As reported by Brad Burke, Police Chief**

Routine Activities for the month:

On the 1<sup>st</sup>, Sergeant JJ Schreck participated in the Carroll High School safety fair. Googles were provided by the Department of Public Safety to imitate being impaired and students were required to do normal activities such as shooting a basketball into the hoop and navigating a maze while simulating intoxication. The intent is to teach the students that their abilities are minimized while impaired on alcohol or narcotics which can be dangerous to their health and that of others.

Sergeant Gary Bellinghausen attended School Behavioral Threat Assessment training on the 1<sup>st</sup>. This training presents changes to the Iowa Code which will require school districts to create policy and teams to handle threats towards the schools. The class was presented by the Iowa's Area Education Agency.

Officer Ethan Kathol was recertified as a firearms instructor on May 3<sup>rd</sup>. This training takes place at the Iowa Law Enforcement Academy (ILEA) and allows the officer to instruct on firearms training. The Carroll Police Department qualifies multiple times per year on firearms and completes many hours of training with firearms all while being supervised by a Firearms Instructor.

On May 8 and 9, the Carroll Police Department hosted an Advanced Roadside Impaired Driving Education course. This course is sponsored by the Governor's Traffic Safety Bureau and instructed by impaired driver instructors and Drug Recognition Experts. Sergeants Jeremiah Hoyt and Schreck, and Officer Jason Kirsch attended the training event as well as officers from many surrounding communities.

Officers Tony Amdor and Nathan Christian attended an interview and interrogation training put on by the CTK Group in Waterloo the 15<sup>th</sup> through the 17<sup>th</sup>. This advanced interview training gives the officers the skills needed to get more information from victims, suspects, and witnesses in a scientific form. All officers attend this type of training within the first few years of employment with the City of Carroll.

The last two weeks of the month, around 200 elementary students visited the police department and were given tours and equipment demonstrations. The students were from both the Carroll and Kuemper school systems. This yearly activity is enjoyed by the officers and students and allows for many questions the students have to be answered.

# Offense Summary

## CARROLL POLICE DEPARTMENT OFFENSE SUMMARY

Offenses	Incidents		
	May 2018	May 2017	May 2016
Forcible Rape			1
Forcible Fondling			2
Porno/Obscene Material			
Robbery			
Aggravated Assault			2
Domestic Violence			
Simple Assault	7	6	1
Domestic Abuse	4	2	
Burglary/B&E	2	4	2
Shoplifting	6	3	4
Theft from Vehicle		1	1
Theft Vehicle Part		1	
Theft of Bike			1
Theft from Building	4	3	8
Other Larceny			
Motor Vehicle Theft		1	1
Arson			
Counterfeit/Forgery	7		1
Credit/ATM Fraud	1	2	
Identify Theft			
Bad Checks			
Stolen Property			
Vandalism			
Vandalism: Business			2
Vandalism: Residence	4	4	6
Vandalism: Vehicle	4	3	3
Vandalism: School			
Vandalism: Other	2		
Weapon Law Violation	1		2
Drug/Narc Violations	3	2	2
Drug Equipment Viol			
Drive Under Influence		3	6
OWI 2 <sup>nd</sup>		1	
OWI 3 <sup>rd</sup>		1	
Liquor Law Violation		1	1
Drunkenness	2	7	2
Disorderly Conduct	1	2	4
Harassment	2		
All Other Offenses	3	3	4
False Information			
Trespassing	10	1	1
Runaway			
Missing Person			

Cruelty to Animal			
Found Person			
Found Animal			
Found Property	1	3	2
Firearms Accident	1		
Unattended Death			
Suicide			
Mental Case			1
Animal Bite	2	1	2
Dispose of Animal			
Warrant Outside	8	13	8
Restraining Order		1	3
1050F Traffic Accident			
10-50 PI Personal Injury		1	1
10-50 PI MV Pedestrian			
10-50 PI Car & Bike			
10-50 PD Prop.	12	10	16
10-50 Car & Deer			
1050 PD: Hit and Run	3	1	1
1050 PD: City Vehicle			
1050 PD: Police Vehicle			
10-50 PD Under 1500	2	4	5
Assist Other Agency	1		
Moving Violations			
Op After Revocation		4	1
Operate After Suspen	8	7	11
Miscellaneous Public	6	3	3
<b>Total</b>	<b>107</b>	<b>99</b>	<b>111</b>

**05/01/2018 thru 05/31/2018**

<b>Citations</b>	
Animal	0
Dark Windows	0
License Violation	18
Other	5
Violation (Parking)	14
Registration	19
Seatbelt	42
Tobacco	0
Traffic	79
Warning Notices	218
Loud Stereo	0
<b>TOTAL</b>	<b>395</b>

**05/01/2018 thru 05/31/2018**

Salvage Vehicle Inspections: 17
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# Building Department

**As reported by Perry Johnson, Building Official**

## Permits - By Class - By Type - May 2018

Class	Permit Type	Date Issued	Valuation	Permit #	Fee
<b><i>Agricultural</i></b>					
	Building	NONE			\$0.00
<b>Agricultural Building Valuation Total:</b>			<b>\$0.00</b>	<b>Agricultural Building Fee Total:</b>	<b>\$0.00</b>
<b>Agricultural Valuation Total:</b>			<b>\$0.00</b>	<b>Agricultural Fee Total:</b>	<b>\$0.00</b>
<b><i>Commercial</i></b>					
	Building	05/24/2018	\$25,000.00	180140	\$172.00
<b>Commercial Building Valuation Total:</b>			<b>\$25,000.00</b>	<b>Commercial Building Fee Total:</b>	<b>\$172.00</b>
	Electrical	NONE			\$0.00
					<b>Commercial Electrical Fee Total:</b>
					<b>\$0.00</b>
	Mechanical	NONE			\$0.00
					<b>Commercial Mechanical Fee Total:</b>
					<b>\$0.00</b>
	Plumbing	05/15/2018		180118	\$55.00
					<b>Commercial Plumbing Fee Total:</b>
					<b>\$55.00</b>
	Right of Way	05/08/2018		180100	\$25.00
					<b>Commercial Right of Way Fee Total:</b>
					<b>\$25.00</b>
	Sign	05/08/2018		180101	\$15.00
					<b>Commercial Sign Fee Total:</b>
					<b>\$15.00</b>
<b>Commercial Valuation Total:</b>			<b>\$25,000.00</b>	<b>Commercial Fee Total:</b>	<b>\$267.00</b>

<b>Residential</b>					
Building					
	05/08/2018	\$3,200.00		180098	\$40.75
	05/08/2018	\$4,500.00		180099	\$47.00
	05/08/2018	\$12,000.00		180102	\$84.50
	05/08/2018	\$186,000.00		180110	\$694.00
	05/15/2018	\$125,000.00		180114	\$503.50
	05/15/2018	\$300,002.00		180116	\$194.50
	05/22/2018	\$280,000.00		180128	\$922.00
	05/22/2018	\$750,000.00		180129	\$2,015.00
	05/22/2018	\$144,299.00		180131	\$596.00
	05/22/2018	\$144,300.00		180133	\$596.00
	05/22/2018	\$100,000.00		180135	\$483.00
	05/22/2018	\$15,000.00		180137	\$110.00
<b>Residential Building Valuation Total:</b>		<b>\$2,064,301.00</b>	<b>Residential Building Fee Total:</b>		<b>\$6,286.25</b>
Electrical					
	05/08/2018			180103	\$100.00
	05/08/2018			180104	\$35.88
	05/17/2018			180126	\$35.88
			<b>Residential Electrical Fee Total:</b>		<b>\$171.76</b>
Mechanical					
	05/08/2018			180105	\$60.26
	05/08/2018			180108	\$58.01
	05/15/2018			180115	\$48.51
	05/17/2018			180121	\$62.76
	05/17/2018			180123	\$39.51
	05/17/2018			180125	\$62.76
			<b>Residential Mechanical Fee Total:</b>		<b>\$331.81</b>
Plumbing					
	05/08/2018			180106	\$69.00
	05/08/2018			180107	\$72.00
	05/15/2018			180112	\$80.00
	05/15/2018			180117	\$55.00
	05/17/2018			180120	\$93.00
	05/17/2018			180122	\$34.00
	05/17/2018			180124	\$86.00
			<b>Residential Plumbing Fee Total:</b>		<b>\$489.00</b>
Right of Way					
	05/08/2018			180109	\$25.00
	05/08/2018			180111	\$25.00
	05/15/2018			180119	\$465.00
	05/17/2018			180127	\$25.00
	05/22/2018			180130	\$25.00
	05/22/2018			180132	\$25.00
	05/22/2018			180134	\$25.00
	05/22/2018			180136	\$25.00
	05/22/2018			180138	\$25.00
	05/22/2018			180139	\$955.00
			<b>Residential Right of Way Fee Total:</b>		<b>\$1,620.00</b>
Sign					
	NONE				\$0.00
			<b>Residential Sign Fee Total:</b>		<b>\$0.00</b>
<b>Residential Valuation Total:</b>		<b>\$2,064,301.00</b>	<b>Residential Fee Total:</b>		<b>\$8,898.82</b>
<b>Valuation Grand Total:</b>		<b>\$2,089,301.00</b>	<b>Fee Grand Total:</b>		<b>\$9,165.82</b>

## Permits - YTD - through May 2018

Class	Permit Type	Valuation		Fee
<i>Agricultural</i>				
	Building	\$113,800.00		\$0.00
	<b>Agricultural Valuation Total:</b>	<b>\$113,800.00</b>	<b>Agricultural Fee Total:</b>	<b>\$0.00</b>
<i>Commercial</i>				
	Building	\$856,600.00		\$3,292.00
	Electrical			\$1,227.75
	Mechanical			\$156.85
	Plumbing			\$700.00
	Right of Way			\$595.50
	Sign			\$155.00
	<b>Commercial Valuation Total:</b>	<b>\$856,600.00</b>	<b>Commercial Fee Total:</b>	<b>\$6,127.10</b>
<i>Residential</i>				
	Building	\$4,981,821.00		\$16,064.88
	Electrical			\$1,167.74
	Mechanical			\$621.98
	Plumbing			\$703.00
	Right of Way			\$1,995.00
	Sign			
	<b>Residential Valuation Total:</b>	<b>\$4,981,821.00</b>	<b>Residential Fee Total:</b>	<b>\$20,552.60</b>
<b>Valuation Grand Total:</b>		<b>\$5,952,221.00</b>	<b>Fee Grand Total: \$26,679.70</b>	

# Public Works

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

Routine Activities for the month:

**Division:** Streets; Tom Weber, Street Superintendent

- Excavated four graves for Cemetery.
- Placed 148.5 cubic yards of concrete for street repairs and ROW permits.
- Swept streets.
- Maintained signs and signals.
- Began painting traffic markings.
- Maintained Central Business District lights.
- Division Safety Meeting: “Hard Hat Safety”, May 21, 2018.

**Division:** Water; Terry Kluver, Water Superintendent

- Water production:
  - Monthly Total: 44.218 million gallons
  - Daily Average: 1.4262 million gallons
  - Daily Maximum: 1.9187 million gallons
- Completed 233 Iowa One Call locate requests.
- Meter Department
  - 131 service orders.
  - 2 delinquents.
  - 2 rereads.
  - 2 stuck meters.
- Division Safety Meeting: N/A

**Division:** Sean Kleespies, Wastewater Superintendent

- Wastewater treatment:
  - Monthly Total: 56.550 million gallons
  - Daily Average: 1.824 million gallons
  - Daily Maximum: 2.695 million gallons
- Performed laboratory analysis.
- Completed DNR Monthly Operating Report.
- Daily plant sampling and operations.
- Division Safety Meeting: “Electrical Safety”, May 21, 2018.

Special Activities/Accomplishments of particular note:

**Division:** Streets; Tom Weber, Street Superintendent

- Kevin Hoffman, Kurt Mosman, and Tyler Schultes attended sweeper training in Des Moines on May 22.
- Hauled dirt and seeded bank at Well #17.
- Poured bike parking pad at aquatic center.
- Poured sidewalk at Cemetery Building.

**Division:** Water; Terry Kluver, Water Superintendent

- Seeded five (5) excavation sites from past winter watermain breaks.
- Submitted permit-required samples for Nitrate, Synthetic Chemicals (SOC) and Volatile Chemicals (VOC).
- Seeded High Service Pump Station and by Well #11 after completion of the Transmission Main installation.
- Completed flushing 500 fire hydrants.

**Division:** Sean Kleespies, Wastewater Superintendent

- Sent in camera for repairs.
- Assisted Street Division with concrete work.
- Repaired sanitary sewer on East Street between 9<sup>th</sup> Street and 10<sup>th</sup> Street.
- Repaired a/c unit in the blower building.
- Cleaned storm sewers for Street Division.
- Performed routine maintenance on sanitary sewer system by Jet/Vac.
- Completed annual laboratory testing for DMRQA.
- Mowed WWTP grounds and lift stations.



Activities planned for next month and other comments:

**Division:** Streets; Tom Weber, Street Superintendent

- Street repairs and ROW permits.
- Maintain signs and signals.
- Maintain CBD lights.
- Sweep streets.
- Paint traffic markings.
- Blade gravel roads.

**Division:** Water; Terry Kluver, Water Superintendent

- Complete 2018 Consumer Confidence Report and distribute, by mail and electronically, to consumers.
- Submit permit-required samples for Trihalomethanes (TTHM) and Haloacetic Acids (HHA5) at two locations.
- Work with contractor on a Computerized Leak Detection Survey of all fire hydrants and valves.

**Division:** Sean Kleespies, Wastewater Superintendent

- Laboratory Analysis.
- DNR Monthly Operating Report.
- Perform preventative maintenance on equipment.
- Start Jet/Vac sanitary sewers.
- Repair the fine screen.
- Sanitary sewer repairs.

**CAPITAL PROJECT STATUS SUMMARY – 06-14-18**

PROJECT				ANTICIPATED		CONTRACT DATA						
Project Name	Action Plan	CIP	Budget	Estimated Cost	Projected Completion	Contractor	Contract Cost	Start Date	Expenditure	% Complete	Completion Date	Notes
Trails	2015 On-going	FY 17	FY16									
Sidewalk Transition Plan	2018	FY18		\$57,414	2018	FEH Design	\$5,680.00		\$5,680.00		09-14-18	
						Badding Constr. Co.	\$54,500.00				10-14-18	
Streambed Stabilization		FY 17	FY16	\$385,000	2018							
Street Resurfacing 2013	2015 On-going		FY16			JEO Consulting Group, Inc.	\$60,800.00 +	09-24-12	\$143,848.36		11-15-13	Plus Hourly Construction Services
						Godbersen-Smith Construction Co.	\$555,808.75		\$563,827.37	95%	11-15-13	
Street Maintenance Building	2016 On-going	FY 16	FY14	\$4,308,500	2019	FEH Design	\$22,500.00	01-25-16	\$22,500.00		05-01-16	Space Needs/ Prelim. Design
US 30 – Grant Road Intersection	2016 On-going	FY 14	FY14	\$1,466,150	2017	Snyder & Associates, Inc.	\$4,900.00	07-22-13	\$4,900.00	100%	08-15-13	TSIP Application
						Snyder & Associates, Inc.	\$199,600.00	04-14-14	\$262,616.12			Design
						Dixon Const. Co.	\$1,449,835.78	04-02-18	\$240,415.7		115 Working Days	
Third Street HMA Resurfacing	2016 On-going	FY 17	FY17	\$1,036,000	2018	JEO Consulting Group, Inc.	\$71,193.00 \$80,078.00	09-26-16	\$141,793.45			Design Construction Services
						Tri-State Paving	\$788,870.73	Late Start Date 08-14-17	\$772,208.02	95%	40 Working Days	

PROJECT				ANTICIPATED		CONTACT DATA						
Project Name	Action Plan	CIP	Budget	Estimated Cost	Projected Completion	Contractor	Contract Cost	Start Date	Expenditure	% Complete	Completion Date	Notes
Well and Transmission Main	2014	FY 16	FY16			JEO Consulting Group, Inc.	\$324,000.00	07-28-14	\$327,680.61			
Transmission Main – Group A	2014	FY 16	FY16			Drake Construction, L.C.	\$790,134.07	03-23-14	\$751,752.95	95%		Contract Completion 11-30-15
Watermain Replacement		FY 16	FY16	\$500,000	2018							
Leachate Forcemain & Gravity Sewer						King Construction	\$661,257.50 Total \$335,962.50 City	07-18-16	CCSWMC \$325,605.01		08-31-16	CCSWMC Contract
Water System Hydraulic Model						JEO Consulting Group, Inc.	\$49,600.00	08-14-17	\$48,400.00		12-29-17	
Downtown Streetscape Phase 9	2016 On-going	FY18	FY18	\$985,500	2018	Confluence	\$85,500.00	10-23-17	\$87,789.05		05-18	
Street Resurfacing 2018	2017 On-going	FY18	FY18	\$700,000	2018	JEO Consulting Group, Inc.	\$84,100.00	02-13-18	\$51,500.00		11-15-18	
Wastewater Treatment Plant Disinfection Improvements	2017	FY18	FY18	\$1,000,000	2020	Veenstra & Kimm, Inc.	\$73,500					
Wastewater Treatment Plant Sludge Handling			FY19	\$330,000		Veenstra & Kimm, Inc.	\$18,800					

# Parks and Recreation

**As reported by Jack Wardell, Parks and Recreation Director**

Routine Activities for the month:

**Parks:** Scott Parcher, Parks Superintendent

- Clean all parks – rake sticks, leaves and debris
- Clean all restrooms and shelters – sweep and power wash
- Mow all park areas
- Trim all park areas
- Re-seed some areas
- Put pre-emergent down in 150 perennial beds
- Put pre-emergent down on turf areas
- Plant new shrubs on Main Street Islands and downtown
- Cut all water sprouts off trees downtown
- Prepare flower pots for planting – old soil out – new soil in
- Plant all flowers in pots (41)
- Plant flower beds in Graham Park and at the museum
- Batting cages put up at Stadium and little league fields
- Do all the infield work on ballfields
- Summer crew hired

**Golf:** Scott Haakenson, Golf Superintendent

- Mowed tees 12 times
- Mowed fairways 13 times
- Mowed collars 13 times
- Mowed greens 24 times
- Verticut greens 2 times
- Rolled greens 1 time
- Sprayed greens as needed
- Mowed rough as needed
- Serviced equipment as needed
- Weed ate as needed
- Watered greens, tees, fairways as needed
- Cleaned bathrooms as needed

**Cemetery:** John Snyder, Cemetery Sexton

- Got cemetery ready for Memorial Day
- Tended to eight funerals, three of those were cremation burials, five were full burials and three were done on Saturdays
- Watered all new trees and flower gardens three times
- Mulched new perennial gardens around chapel building
- Helped numerous people locate graves
- Sold graves and completed all cemetery paperwork and records
- Mowed and trimmed drainage ditches on south end of cemetery
- Backfilled and seeded graves that had settled along with areas that had turf damage due to heavy equipment driving on it

- Hired our last part time employee, Maynard Hull
- Edged all curbs on Grant Road, Clark Street and 1<sup>st</sup> Street, along with the sidewalks on 1<sup>st</sup> St. Clark St. and Memorial Circle
- Cleaned up numerous large tree branches that were down due to wind damage
- Serviced all equipment as needed
- Weeded around all monuments, walls, buildings, trees, and fences
- Did some repairs on the boulder wall as time allowed
- Planted 500 + flowers in prepared flower beds

Special Activities/Accomplishments of particular note:

**Parks:** Scott Parcher, Parks Superintendent

- New sewer line put in at Southside open shelter

**Golf:** Scott Haakenson, Golf Superintendent

- Poured concrete pad for memorial bench on #16
- Mulched area around trees on #5 in preparation for memorial bench
- Placed to memorial benches
- Held the Hawkeye 10 boys conference golf meet

**Cemetery:** John Snyder, Cemetery Sexton

- Prepared cemetery for Memorial Day

Activities planned for next month and other comments:

**Parks:** Scott Parcher, Parks Superintendent

- Spot spray weeds in all areas
- Maintain all ballfields
- Trim trees
- Remove trees as needed

**Golf:** Scott Haakenson, Golf Superintendent

- 8<sup>th</sup> cup golf tournament

**Cemetery:** John Snyder, Cemetery Sexton

- Regular summer schedule, with some ash tree removal







## Director's Report May 2018

**As reported by Rachel Van Erdewyk, Library Director**

Tech Help Friday	40	Total Print Circulation:	8,369
Children's Library Programs	319	BRIDGES Circulation:	722
Children's Program Outreach	156	Consumer Reports:	431
Diane's Read Aloud	59	Public Computer Use:	472
Summer Reading Commercials	1,167	Wi-Fi Use:	204
Book Clubs	10	Website Visits	2,889
Crafty Library Ladies	76	Gale Databases:	60
Poetry Group	3	Global Road Warrior Page Views:	68
Teen Advisory Group	5	Learning Express Resources:	4
ESP—Officer Shelby McCreedy	9	Freegal Music Downloads:	266
Downstairs at Downton	15	Transparent Language:	3
Test Proctor	1	Chilton Auto Manual	4
		ABC Mouse Sessions:	126
		Zinio Digital Magazine Circulation:	23
		Daily Times Herald Page Views:	3,821
<b>Total Program Attendance</b>	<b>1,860</b>	<b>Total Resources Utilized</b>	<b>17,462</b>
<b>Monthly Door Count</b>	<b>6,422</b>		

### Special activities/accomplishments of particular note:

- 1) **Children's Programs:** Children's programming continued this month with the regular monthly schedule of Rookie Readers, Diane's Read-Aloud, Pet Readers, and outreach events. Diane began her Summer Reading Commercials in May to promote the performers coming to visit the library this summer by visiting Kuemper, Carroll, and Ar-We-Va schools. Dr. Whoot also paid a special visit to the Kuemper preschool and optional kindergarten classes to share his favorite books and answer questions about owls.

2) **Adult & Teen Programs:** Adult and Teen programs continued this month with the regular monthly schedule of Tech Help Fridays, Crafty Library Ladies, Book Club, Teen Advisory Group (TAG), and the Poetry Group. The library finished out the Everybody on the Same Page program with State Patrol Officer Shelby McCreedy where she discussed when bullying becomes a criminal act. The library also hosted Kathy Wilson to reveal the realities of domestic service at Highclere Castle, the real Downton Abbey, during the early 20<sup>th</sup> century.

3) **Upcoming Events:**

We have our Summer Reading events posted on Facebook, so check them out! View upcoming events on the library's Google calendar at [www.carroll-library.org](http://www.carroll-library.org) by clicking on the Calendar of Events link on the home page.

- Will Stuck—Summer Reading Performer: Tuesday, June 19
- Loretta Ellsworth author—Stars Over Clear Lake: Thursday, June 21
- Chad Elliot—Summer Reading Performer: Tuesday, June 26