

City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

GOVERNMENTAL BODY: Carroll City Council

DATE OF MEETING: Tuesday, November 27, 2018

TIME OF MEETING: 5:15 P.M.

LOCATION OF MEETING: 1026 N Adams Street - Adams Elementary School
Board Conference Room

www.cityofcarroll.com

AGENDA

- I. Pledge of Allegiance
- II. Roll Call
- III. Introduction of Promoted Employee
- IV. Consent Agenda
 - A. Approval of Minutes of the November 13 Meeting
 - B. Approval of Bills and Claims
 - C. Licenses and Permits:
 1. Renewal of Class "A" Micro-Distilled Spirits Permit - *Legendary Rye Micro-Distillery*
 2. Renewal of Class "E" Liquor License with Class "B" Native Wine Permit and Class "C" Beer Permit (Carryout Beer) and Sunday Sales - *Sparky's One Stop*
 3. Renewal of Class "B" Beer Permit with Class "C" Native Wine Permit - *Full Swing*
 - D. Carroll City Council Meeting Location for December 18th Meeting
- V. Oral Requests and Communications from the Audience
- VI. Ordinances

None
- VII. Resolutions
 - A. The Third Re-Subdivision of Part of Lot 5 of Block 1 of Midwest Towne Subdivision to the City of Carroll, Carroll County, Iowa
 1. Preliminary Plat
 2. Final Plat
 - B. Fifth Amended and Restated Downtown Urban Renewal Internal Loan

VIII. Reports

None

IX. Committee Reports

X. Monthly Activity Reports

XI. Comments from the Mayor

XII. Comments from the City Council

XIII. Comments from the City Manager

XIV. Adjourn

December/January Meetings:

Board of Adjustment – December 3, 2018 – Region XII - 1009 E Anthony St

Annual Council Planning Session – December 4, 2018 – 5:00p.m. – Region XII - 1009 E Anthony St

City Council – December 10, 2018 – Adams Elementary School - 1026 N Adams St

Airport Commission – December 10, 2018 – 21177 Quail Ave

Planning and Zoning Commission – December 12, 2018 – Region XII - 1009 E Anthony St

Library Board of Trustees – December 17, 2018 – Region XII - 1009 E Anthony St

City Council – December 18, 2018 – Adams Elementary School - 1026 N Adams St

Board of Adjustment – January 7, 2019 – Region XII - 1009 E Anthony St

Planning and Zoning Commission – January 9, 2019 – Region XII - 1009 E Anthony St

City Council – January 14, 2019 – Adams Elementary School - 1026 N Adams St

Library Board of Trustees – January 21, 2019 – Region XII - 1009 E Anthony St

Parks, Recreation and Cultural Advisory Board – January 21, 2019 – Carroll Recreation Center - 716 N Grant Rd

City Council – January 28, 2019 – Adams Elementary School - 1026 N Adams St

Annual Chamber Banquet – February 4, 2019

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

COUNCIL MEETING

NOVEMBER 13, 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. in the Carroll Community School District Board Room, 1026 N Adams Street (Adams Elementary). Members present: Misty Boes, LaVern Dirx, Jerry Fleshner, Clay Haley, Mike Kots and Carolyn Siemann. Absent: None. Mayor Eric Jensen presided and City Attorney Dave Bruner was in attendance.

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

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New Police Captain Ethan Kathol was introduced to Council. No Council action taken.

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It was moved by Haley, seconded by Fleshner, to approve the following items on the consent agenda: a) minutes of the October 22, 2018 Council meeting, as written, b) bills and claims in the amount of \$1,843,524.85, c) the following licenses: New Class "C" Beer Permit with Class "B" Wine Permit (Carryout Wine – Includes Native Wine) and Sunday Sales – *Hy-Vee Fast and Fresh*, Renewal of Class "C" Liquor License with Catering Privilege and Sunday Sales – *Hy-Vee Market Fresh Café*, Renewal Class "C" Beer Permit with Class "B" Native Wine Permit and Sunday Sales – *Kimmes Country Store 1*, Renewal Class "C" Beer Permit with Class "B" Native Wine Permit and Sunday Sales – *Kimmes Country Store 2* and New cigarette permit – *Hy-Vee, Inc. dba Hy-Vee Fast and Fresh Express* d) Resolution No. 18113, Approving and Accepting the Community Attraction and Tourism (CAT) Grant Agreement in the amount of \$491,292 for the Carroll Public Library Project, and e) Resolution No. 18114, Covering Street Lighting Changes with the addition of a street light at 406 S Clark Street and 502 S Clark Street. On roll call, all present voted aye. Absent: None. Motion carried.

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There were no oral requests or communications from the audience.

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Mayor Jensen proclaimed November 24, 2018 as Small Business Saturday in Carroll, Iowa and urge all residents of Carroll to join the rest of America and do a portion of their holiday shopping at small, locally owned businesses. No Council action taken.

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Amy Hunziker, I-Smile Oral Health Coordinator with New Opportunities, presented the City of Carroll with the Water Fluoridation Quality Award. No Council action taken.

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An Ordinance Amending the City of Carroll's Golf Course Fees and Charges was introduced by Council Member Fleshner. It was moved by Fleshner, seconded by Kots, to approve the first reading and waive the second and third reading of said ordinance. On roll call, all present voted aye except Dirkx voted nay. Absent: None. Motion carried.

It was moved by Kots, seconded by Fleshner, to adopt said Ordinance No. 1809. On roll call, all present voted aye except Dirkx voted nay. Absent: None. Motion carried.

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It was moved by Haley, seconded by Siemann, to approve Resolution No. 18115, New Policy No. 0316, Utility Account Adjustments. On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Haley, seconded by Kots, to approve Resolution No. 18116, Authorizing a form of Loan Agreement and Authorizing and Providing for the Issuance of \$4,475,000 General Obligation Capital Loan Notes, Series 2018B, and levying a tax to pay the notes; approval of tax exemption certificate. Susanne Gerlach, Director with PFM Financial Advisors LLC, addressed Council on this issue. On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Fleshner, seconded by Kots, to approve Resolution No. 18117, Amended FY 2018/2019 Salary Resolution for Volunteer Firefighters. On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Haley, seconded by Fleshner, to award the purchase of a Combination Sewer Cleaner to Trans Iowa Equipment for a Vactor/O'Halloran International unit at their proposal price of \$350,928.00. On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Haley, seconded by Siemann, to approve the closure of city offices on the morning of December 24, 2018. On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Kots, seconded by Haley, to approve and authorize the publication of the State Annual Financial Report for the year ending June 30, 2018. On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Fleshner, seconded by Haley, to approve the F.Y. 2018 Annual Urban Renewal Report. On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Dirks, seconded by Haley, to waive Purchasing Policy No. 501 to accept the bid from J Schon Construction in the amount of \$16,800 and allocate up to \$9,300 from the General Fund to help fund a patio cover at the Carroll Municipal Golf Course. Donations will fund the remainder of the project. On roll call, all present voted aye. Absent: None. Motion carried.

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Council discussed the creation of an urban renewal revitalization area to provide tax abatement. Susanne Gerlach, Director with PFM Financial Advisors LLC, addressed Council on this issue. No Council action taken.

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It was moved by Fleshner, seconded by Haley, to adjourn at 6:54 p.m. On roll call, all present voted aye. Absent: None. Motion carried.

Eric P. Jensen, Mayor

ATTEST:

Laura A. Schaefer, City Clerk

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	11/09/2018 THRU 11/22/2018	11/09/2018 THRU 11/22/2018	11/09/2018 THRU 11/22/2018
PARTIALLY ITEMS DATES:	11/09/2018 THRU 11/22/2018	11/09/2018 THRU 11/22/2018	11/09/2018 THRU 11/22/2018
UNPAID ITEMS DATES :		11/09/2018 THRU 11/22/2018	11/09/2018 THRU 11/22/2018

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-012650	ALLIANT ENERGY-IES UTILIT	GAS BILLS	4,603.45	4,603.45-	113018	11/14/18	0.00
		** TOTALS **	4,603.45	4,603.45-			0.00
01-002080	AMAZON/SYNCHRONY BANK	BOOKS AND VIDEO	417.72	417.72-	113053	11/21/18	0.00
		** TOTALS **	417.72	417.72-			0.00
01-002281	AMERICAN SECURITY CABINET	BOOK RETURN RENTAL	89.95	89.95-	113054	11/21/18	0.00
		** TOTALS **	89.95	89.95-			0.00
01-002144	AMERICAN WATER WORKS	2019 STANDARD REVISIONS	790.00	0.00	000000	0/00/00	790.00
		** TOTALS **	790.00	0.00			790.00
01-002370	ARNOLD MOTOR SUPPLY	TOW ROPES	905.94	0.00	000000	0/00/00	905.94
01-002370	ARNOLD MOTOR SUPPLY	FUEL ADDITIVES	211.70	0.00	000000	0/00/00	211.70
01-002370	ARNOLD MOTOR SUPPLY	RV ANTIFREEZE	64.68	0.00	000000	0/00/00	64.68
01-002370	ARNOLD MOTOR SUPPLY	AIR COMPRESSOR FILTERS	137.66	0.00	000000	0/00/00	137.66
01-002370	ARNOLD MOTOR SUPPLY	REPAIR PARTS	123.99	0.00	000000	0/00/00	123.99
		** TOTALS **	1,443.97	0.00			1,443.97
01-000852	AUTOMATIC DOOR GROUP INC.	DOOR OPENER	542.75	0.00	000000	0/00/00	542.75
		** TOTALS **	542.75	0.00			542.75
01-002805	BADDING CONSTRUCTION CO.	DEC. LEASE PAYMENTS	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	606.42	606.42-	113056	11/21/18	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	810.29	810.29-	113056	11/21/18	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	718.41	718.41-	113056	11/21/18	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	181.21	181.21-	113056	11/21/18	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	646.08	646.08-	113056	11/21/18	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	8.25	8.25-	113056	11/21/18	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	10.00	10.00-	113056	11/21/18	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	13.50	13.50-	113056	11/21/18	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	0.50	0.50-	113056	11/21/18	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	13.25	13.25-	113056	11/21/18	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	0.75	0.75-	113056	11/21/18	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	4.00	4.00-	113056	11/21/18	0.00
		** TOTALS **	3,012.66	3,012.66-			0.00
01-002840	BARRON'S	PERIODICAL RENEWAL	239.88	239.88-	113057	11/21/18	0.00
		** TOTALS **	239.88	239.88-			0.00
01-000528	BLUEGLOBES LLC	RUNWAY LIGHTS REPAIR	71.44	71.44-	113007	11/14/18	0.00
		** TOTALS **	71.44	71.44-			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

PAID ITEMS DATES	: 11/09/2018 THRU 11/22/2018	11/09/2018 THRU 11/22/2018	11/09/2018 THRU 11/22/2018
PARTIALLY ITEMS DATES:	11/09/2018 THRU 11/22/2018	11/09/2018 THRU 11/22/2018	11/09/2018 THRU 11/22/2018
UNPAID ITEMS DATES	:	11/09/2018 THRU 11/22/2018	11/09/2018 THRU 11/22/2018

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-003515	BOMGAARS	SNOW FENCE AND SUPPLIES	459.89	459.89-	113012	11/14/18	0.00
01-003515	BOMGAARS	BULBS	131.84	131.84-	113012	11/14/18	0.00
01-003515	BOMGAARS	SUPPLIES	11.98	11.98-	113012	11/14/18	0.00
01-003515	BOMGAARS	WORK LIGHTS	122.97	0.00	000000	0/00/00	122.97
01-003515	BOMGAARS	ELECTRICAL CONNECTORS	1.99	0.00	000000	0/00/00	1.99
01-003515	BOMGAARS	SUPPLIES	6.49	0.00	000000	0/00/00	6.49
01-003515	BOMGAARS	BRINE VALVE	124.99	0.00	000000	0/00/00	124.99
01-003515	BOMGAARS	SUPPLIES	11.48	0.00	000000	0/00/00	11.48
01-003515	BOMGAARS	VEST	16.99	0.00	000000	0/00/00	16.99
01-003515	BOMGAARS	SUPPLIES	11.97	0.00	000000	0/00/00	11.97
01-003515	BOMGAARS	SUPPLIES	4.99	0.00	000000	0/00/00	4.99
01-003515	BOMGAARS	COLD PATCH TARP	31.99	0.00	000000	0/00/00	31.99
		** TOTALS **	937.57	603.71-			333.86
01-003693	BRUNER & BRUNER	GENERAL WORK	54.00	0.00	000000	0/00/00	54.00
01-003693	BRUNER & BRUNER	POLICE/MAGISTRATE	1,080.00	0.00	000000	0/00/00	1,080.00
01-003693	BRUNER & BRUNER	ZONING/SUBDIVISION/BUILDINGS	270.00	0.00	000000	0/00/00	270.00
01-003693	BRUNER & BRUNER	LIBRARY/CITY HALL CONSTR PROJ	67.50	0.00	000000	0/00/00	67.50
01-003693	BRUNER & BRUNER	TOBACCO ENFORCEMENT	445.50	0.00	000000	0/00/00	445.50
		** TOTALS **	1,917.00	0.00			1,917.00
01-003700	BSN SPORTS INC.	HOME PLATE COVER STADIUM	494.00	0.00	000000	0/00/00	494.00
		** TOTALS **	494.00	0.00			494.00
01-003140	CANINE TACTICAL	K-9 TRAINING	200.00	0.00	000000	0/00/00	200.00
		** TOTALS **	200.00	0.00			200.00
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	194.25	0.00	000000	0/00/00	194.25
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	283.87	0.00	000000	0/00/00	283.87
		** TOTALS **	478.12	0.00			478.12
01-025028	CAROL SCHOEPPNER	SECRETARY CONTRACT	350.00	350.00-	113024	11/14/18	0.00
		** TOTALS **	350.00	350.00-			0.00
01-000747	CARROLL AUTO SUPPLY	ANTIFREEZE	40.24	0.00	000000	0/00/00	40.24
		** TOTALS **	40.24	0.00			40.24
01-004132	CARROLL AVIATION INC.	CONTRACT	6,600.00	6,600.00-	113013	11/14/18	0.00
		** TOTALS **	6,600.00	6,600.00-			0.00
01-004170	CARROLL COUNTY RECORDER	KORWES FAMILY SECOND SUBD.	57.00	0.00	000000	0/00/00	57.00
		** TOTALS **	57.00	0.00			57.00

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VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-004195	CARROLL GLASS CO.	SERVICE CALL ON DOOR	90.00	90.00-	113014	11/14/18	0.00
		** TOTALS **	90.00	90.00-			0.00
01-002977	CARROLL REFUSE SERVICE	OCTOBER GARBAGE	57.00	57.00-	113011	11/14/18	0.00
01-002977	CARROLL REFUSE SERVICE	OCT. TRASH COLLECTIONS	12,237.91	12,237.91-	112900	11/09/18	0.00
		** TOTALS **	12,294.91	12,294.91-			0.00
01-004237	CARROLL VETERINARY CLINIC	DOG CARE CONTRACT	650.00	0.00	000000	0/00/00	650.00
		** TOTALS **	650.00	0.00			650.00
01-002998	CENTURYLINK	BACKUP PHONE LINE WATER	57.86	57.86-	113033	11/21/18	0.00
01-002998	CENTURYLINK	BACKUP PHONE LINE WWTP	110.86	110.86-	113034	11/21/18	0.00
		** TOTALS **	168.72	168.72-			0.00
01-004835	COMMERCIAL SAVINGS BANK	NOV. ACH PROCESSING FEES	112.98	112.98-	000000	11/15/18	0.00
01-004835	COMMERCIAL SAVINGS BANK	FEDERAL WITHHOLDINGS	11,734.81	11,734.81-	000345	11/21/18	0.00
01-004835	COMMERCIAL SAVINGS BANK	FICA WITHHOLDING	13,742.66	13,742.66-	000345	11/21/18	0.00
01-004835	COMMERCIAL SAVINGS BANK	MEDICARE WITHHOLDING	4,103.16	4,103.16-	000345	11/21/18	0.00
		** TOTALS **	29,693.61	29,693.61-			0.00
01-000911	COMPUTER CONCEPTS OF IOWA	DONATION CREDIT	500.00-	500.00	113049	11/21/18	0.00
01-000911	COMPUTER CONCEPTS OF IOWA	IT MOVE	1,500.00	1,500.00-	113049	11/21/18	0.00
01-000911	COMPUTER CONCEPTS OF IOWA	IT MAINTENANCE	218.50	218.50-	113049	11/21/18	0.00
01-000911	COMPUTER CONCEPTS OF IOWA	IT MAINTENANCE	240.00	240.00-	113049	11/21/18	0.00
01-000911	COMPUTER CONCEPTS OF IOWA	IT MAINTENANCE	93.34	93.34-	113049	11/21/18	0.00
		** TOTALS **	1,551.84	1,551.84-			0.00
01-001595	COUNSEL OFFICE & DOCUMENT	COPIER CONTRACT	129.27	129.27-	113051	11/21/18	0.00
01-001595	COUNSEL OFFICE & DOCUMENT	COPIER TONER FREIGHT	7.52	7.52-	113051	11/21/18	0.00
01-001595	COUNSEL OFFICE & DOCUMENT	COPIER CONTRACT	82.50	0.00	000000	0/00/00	82.50
		** TOTALS **	219.29	136.79-			82.50
01-005410	DAILY TIMES HERALD	ADS	15.00	0.00	000000	0/00/00	15.00
01-005410	DAILY TIMES HERALD	LEGAL PUBLICATIONS	194.63	0.00	000000	0/00/00	194.63
01-005410	DAILY TIMES HERALD	PUBLICITY	638.00	638.00-	113060	11/21/18	0.00
		** TOTALS **	847.63	638.00-			209.63
01-003008	DMBA PROPERTIES & CONSULT	TIF REFUNDING - BLOK	5,109.58	0.00	000000	0/00/00	5,109.58
		** TOTALS **	5,109.58	0.00			5,109.58
01-002776	DOLLAR GENERAL - REGIONS	SUPPLIES	5.50	5.50-	113055	11/21/18	0.00
		** TOTALS **	5.50	5.50-			0.00
01-012590	ECHO ELECTRIC SUPPLY	ELECTRIC SUPPLIES	43.07	43.07-	113017	11/14/18	0.00

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UNPAID ITEMS DATES :		11/09/2018 THRU 11/22/2018	11/09/2018 THRU 11/22/2018

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-012590	ECHO ELECTRIC SUPPLY	LIGHT REPAIRS	103.85	0.00	000000	0/00/00	103.85
		** TOTALS **	146.92	43.07-			103.85
01-006810	ECOWATER SYSTEMS	COOLER RENT/WATER	92.23	92.23-	113015	11/14/18	0.00
		** TOTALS **	92.23	92.23-			0.00
01-002627	ETHAN KATHOL	VEHICLE INSPECTION CLASS	22.42	22.42-	113030	11/21/18	0.00
		** TOTALS **	22.42	22.42-			0.00
01-008032	FARM & HOME PUBLISHERS	BOOK	53.90	53.90-	113062	11/21/18	0.00
		** TOTALS **	53.90	53.90-			0.00
01-006860	FELD FIRE EQUIPMENT CO.	EXTINGUISHER INSPECTION	50.00	50.00-	113061	11/21/18	0.00
01-006860	FELD FIRE EQUIPMENT CO.	SWEEPER HOSE	125.00	0.00	000000	0/00/00	125.00
		** TOTALS **	175.00	50.00-			125.00
01-000633	FILTER CARE	FILTER CLEANING	131.65	0.00	000000	0/00/00	131.65
		** TOTALS **	131.65	0.00			131.65
01-000013	FIRE/POLICE RETIREMENT SY	MFPRSI CONTRIBUTIONS	11,079.50	11,079.50-	000346	11/21/18	0.00
		** TOTALS **	11,079.50	11,079.50-			0.00
01-009315	GALL'S INC.	UNIFORMS	54.75	0.00	000000	0/00/00	54.75
		** TOTALS **	54.75	0.00			54.75
01-002567	GEHLPRO WELDING	EQUIPMENT REPAIRS	26.50	0.00	000000	0/00/00	26.50
01-002567	GEHLPRO WELDING	REPAIR PARTS	277.68	0.00	000000	0/00/00	277.68
		** TOTALS **	304.18	0.00			304.18
01-010010	GOLF COURSE SUPT. ASSOC.	MEMBERSHIP DUES EHLERS	195.00	0.00	000000	0/00/00	195.00
		** TOTALS **	195.00	0.00			195.00
01-001055	GROUT SCOUTS	MUDJACKING	4,800.00	0.00	000000	0/00/00	4,800.00
		** TOTALS **	4,800.00	0.00			4,800.00
01-010605	HACH CHEMICAL COMPANY	LAB SUPPLIES	550.62	0.00	000000	0/00/00	550.62
		** TOTALS **	550.62	0.00			550.62
01-010680	HAWKINS WATER TREATMENT	SUPPLIES RETURNED	69.00-	0.00	000000	0/00/00	69.00-
01-010680	HAWKINS WATER TREATMENT	WATER TREATMENT SUPPLIES	686.00	0.00	000000	0/00/00	686.00
		** TOTALS **	617.00	0.00			617.00
01-011831	HY-VEE INC.	SUPPLIES RETURNED	9.00-	9.00	113063	11/21/18	0.00
01-011831	HY-VEE INC.	SUPPLIES	48.61	48.61-	113063	11/21/18	0.00

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PAID ITEMS DATES :	11/09/2018 THRU 11/22/2018	11/09/2018 THRU 11/22/2018	11/09/2018 THRU 11/22/2018
PARTIALLY ITEMS DATES:	11/09/2018 THRU 11/22/2018	11/09/2018 THRU 11/22/2018	11/09/2018 THRU 11/22/2018
UNPAID ITEMS DATES :		11/09/2018 THRU 11/22/2018	11/09/2018 THRU 11/22/2018

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-011831	HY-VEE INC.	BIRTHDAY PARTY SUPPLIES	64.42	64.42-	113038	11/21/18	0.00
01-011831	HY-VEE INC.	SENIOR DAY SUPPLIES	50.73	50.73-	113038	11/21/18	0.00
		** TOTALS **	154.76	154.76-			0.00
01-012552	INDUSTRIAL BEARING SUPP.	#35 EQUIPMENT REPAIRS	21.73	0.00	000000	0/00/00	21.73
01-012552	INDUSTRIAL BEARING SUPP.	FAN BELTS	14.35	0.00	000000	0/00/00	14.35
01-012552	INDUSTRIAL BEARING SUPP.	REPAIR PARTS	9.00	0.00	000000	0/00/00	9.00
		** TOTALS **	45.08	0.00			45.08
01-012578	INTERNATIONAL INSTITUTE	IIMC DUES	170.00	0.00	000000	0/00/00	170.00
		** TOTALS **	170.00	0.00			170.00
01-012642	IOWA LAW ENFORCE ACADEMY	OC SPRAY RECERTIFICATION CLASS	150.00	0.00	000000	0/00/00	150.00
		** TOTALS **	150.00	0.00			150.00
01-012666	IOWA ONE CALL	OCTOBER ONE CALLS	177.60	0.00	000000	0/00/00	177.60
		** TOTALS **	177.60	0.00			177.60
01-012678	IOWA PRISON INDUSTRIES	SIGNAL SUPPLIES	28.80	0.00	000000	0/00/00	28.80
		** TOTALS **	28.80	0.00			28.80
01-012696	IOWA TURFGRASS INSTITUTE	TURFGRASS INSTITUTE	410.00	410.00-	113020	11/14/18	0.00
		** TOTALS **	410.00	410.00-			0.00
01-012706	IPERS	IPERS CONTRIBUTIONS	17,208.93	17,208.93-	000347	11/21/18	0.00
01-012706	IPERS	IPERS CONTRIBUTIONS	285.72	285.72-	000347	11/21/18	0.00
01-012706	IPERS	IPERS CONTRIBUTIONS	35.99	35.99-	000347	11/21/18	0.00
		** TOTALS **	17,530.64	17,530.64-			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
01-025020	JOHN DEERE FINANCIAL	SUPPLIES	53.95	53.95-	113044	11/21/18	0.00
01-025020	JOHN DEERE FINANCIAL	REPAIR PARTS	275.45	275.45-	113044	11/21/18	0.00
01-025020	JOHN DEERE FINANCIAL	MULCH KIT	331.70	331.70-	113044	11/21/18	0.00
01-025020	JOHN DEERE FINANCIAL	SCREWS	9.00	9.00-	113044	11/21/18	0.00
01-025020	JOHN DEERE FINANCIAL	OIL FILTERS	130.07	130.07-	113044	11/21/18	0.00
01-025020	JOHN DEERE FINANCIAL	FILTERS	6.14	6.14-	113044	11/21/18	0.00
01-025020	JOHN DEERE FINANCIAL	REPAIR PARTS	104.95	104.95-	113044	11/21/18	0.00
01-025020	JOHN DEERE FINANCIAL	SUPPLIES	73.18	73.18-	113044	11/21/18	0.00
01-025020	JOHN DEERE FINANCIAL	REPAIR PARTS	51.76	51.76-	113044	11/21/18	0.00
		** TOTALS **	1,036.20	1,036.20-			0.00
01-000110	JUDY BEHM	BACK IN CIRCULATION CONFERENCE	35.96	35.96-	113047	11/21/18	0.00

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VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
		** TOTALS **	35.96	35.96-			0.00
01-002700	JUSTIN FERRIN	K-9 TRAINING	48.34	48.34-	113031	11/21/18	0.00
		** TOTALS **	48.34	48.34-			0.00
01-000994	KABEL BUSINESS SERVICES -	NOV. FLEX PARTICIPANT FEES	90.00	90.00-	000000	11/09/18	0.00
		** TOTALS **	90.00	90.00-			0.00
01-014520	KASPERBAUER CLEANING SER	LAUNDRER RUGS	86.49	0.00	000000	0/00/00	86.49
01-014520	KASPERBAUER CLEANING SER	LAUNDRER MOPS	17.10	0.00	000000	0/00/00	17.10
		** TOTALS **	103.59	0.00			103.59
01-014815	KEYSTONE LABORATORIES	MONTHLY BAC-T/FLUORIDE	137.50	0.00	000000	0/00/00	137.50
		** TOTALS **	137.50	0.00			137.50
01-010827	LEON HENDRICKS	OCT. CONTRACT METER READER	1,823.73	1,823.73-	112902	11/09/18	0.00
		** TOTALS **	1,823.73	1,823.73-			0.00
01-002969	LINKEDIN CORPORATION	DATABASE RENEWAL	2,500.00	2,500.00-	113058	11/21/18	0.00
		** TOTALS **	2,500.00	2,500.00-			0.00
01-001401	LYNETTE LICHT	BACK TO CIRCULATION CONFERENCE	406.74	406.74-	113050	11/21/18	0.00
		** TOTALS **	406.74	406.74-			0.00
01-017123	MANGOLD ENVIRONMENTAL	SAMPLE ANALYSIS	140.00	0.00	000000	0/00/00	140.00
		** TOTALS **	140.00	0.00			140.00
01-003315	MARTIKA DANIELS	2019 PERFORMER	375.00	375.00-	113059	11/21/18	0.00
		** TOTALS **	375.00	375.00-			0.00
01-017133	MASTERCARD	TRAINING AND SUPPLIES	757.84	757.84-	113039	11/21/18	0.00
01-017133	MASTERCARD	SUPPLIES	620.23	620.23-	113040	11/21/18	0.00
01-017133	MASTERCARD	CAAT 6 AND OFFICE SUPPLIES	254.73	254.73-	113041	11/21/18	0.00
01-017133	MASTERCARD	SUPPLIES	92.99	92.99-	113042	11/21/18	0.00
01-017133	MASTERCARD	SUPPLIES AND LODGING	526.11	526.11-	113043	11/21/18	0.00
01-017133	MASTERCARD	BACK IN CIRCULATION CONFERENCE	250.00	250.00-	113064	11/21/18	0.00
		** TOTALS **	2,501.90	2,501.90-			0.00
01-012680	MID AMERICAN ENERGY	ELECTRIC BILLS	35,147.29	35,147.29-	113019	11/14/18	0.00
		** TOTALS **	35,147.29	35,147.29-			0.00
01-001640	MIDWEST DATA MANAGEMENT	IT MAINTENANCE	90.00	90.00-	113052	11/21/18	0.00
		** TOTALS **	90.00	90.00-			0.00

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01-017585	MIDWEST WHOLESALE	SUPPLIES	35.30	35.30-	113021	11/14/18	0.00
01-017585	MIDWEST WHOLESALE	SUPPLIES	53.76	0.00	000000	0/00/00	53.76
		** TOTALS **	89.06	35.30-			53.76
01-018408	NAPA AUTO PARTS	BATTERY FOR GENERATOR	62.73	62.73-	113022	11/14/18	0.00
01-018408	NAPA AUTO PARTS	#29 EXHAUST REPAIRS	35.38	0.00	000000	0/00/00	35.38
01-018408	NAPA AUTO PARTS	#24 REPAIR PARTS	41.96	0.00	000000	0/00/00	41.96
01-018408	NAPA AUTO PARTS	COMPRESSOR REPAIRS	352.42	0.00	000000	0/00/00	352.42
		** TOTALS **	492.49	62.73-			429.76
01-002975	NATIONWIDE MUTUAL INSURAN	BLANKET BOND RENEWAL	446.00	0.00	000000	0/00/00	446.00
		** TOTALS **	446.00	0.00			446.00
01-003263	NETBANX	SEPT. EFT PROCESSING FEES	96.50	96.50-	000000	11/09/18	0.00
01-003263	NETBANX	OCT EFT PROCESSING FEES	102.22	102.22-	000000	11/16/18	0.00
		** TOTALS **	198.72	198.72-			0.00
01-018634	NEU MINNICH COMITO & NEU	DANNER GRAIN LEG FEES	1,575.00	1,575.00-	113023	11/14/18	0.00
		** TOTALS **	1,575.00	1,575.00-			0.00
01-001301	NEW COOPERATIVE INC	DRYING CORN	412.88	412.88-	113008	11/14/18	0.00
		** TOTALS **	412.88	412.88-			0.00
01-020208	O'HALLORAN INTERNATIONAL	EQUIPMENT REPAIRS #29	41.05	0.00	000000	0/00/00	41.05
01-020208	O'HALLORAN INTERNATIONAL	FILTERS #29	72.91	0.00	000000	0/00/00	72.91
01-020208	O'HALLORAN INTERNATIONAL	#29 - FITTINGS	25.86	0.00	000000	0/00/00	25.86
01-020208	O'HALLORAN INTERNATIONAL	#24 - EQUIPMENT REPAIRS	307.31	0.00	000000	0/00/00	307.31
		** TOTALS **	447.13	0.00			447.13
01-020330	O'REILLY AUTO PARTS	WIPER BLADES	47.44	0.00	000000	0/00/00	47.44
01-020330	O'REILLY AUTO PARTS	SUPPLIES	8.29	0.00	000000	0/00/00	8.29
01-020330	O'REILLY AUTO PARTS	GENERATOR REPAIRS	7.43	0.00	000000	0/00/00	7.43
01-020330	O'REILLY AUTO PARTS	SUPPLIES	8.98	0.00	000000	0/00/00	8.98
		** TOTALS **	72.14	0.00			72.14
01-003313	ON-TARGET SOLUTIONS GROUP	SUPERVISOR TRAINING	250.00	0.00	000000	0/00/00	250.00
		** TOTALS **	250.00	0.00			250.00
01-002956	OPN ARCHITECTS INC	DESIGN SERVICES	11,798.49	0.00	000000	0/00/00	11,798.49
01-002956	OPN ARCHITECTS INC	DESIGN SERVICES	5,258.25	0.00	000000	0/00/00	5,258.25
		** TOTALS **	17,056.74	0.00			17,056.74
01-020326	OPTIONS INK	CEMETERY BROCHURES	101.50	0.00	000000	0/00/00	101.50
		** TOTALS **	101.50	0.00			101.50

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VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-003210	PATRICK MC CARTY	SEXUAL ASSUALT TRAINING	30.19	30.19-	113036	11/21/18	0.00
01-003210	PATRICK MC CARTY	SUBSTANCE ABUSE PREVENTION	87.42	87.42-	113036	11/21/18	0.00
		** TOTALS **	117.61	117.61-			0.00
01-001949	PERFORMANCE TIRE & SERVIC	DUMP TRUCK SUPPLIES/INSPECTION	383.22	383.22-	113009	11/14/18	0.00
		** TOTALS **	383.22	383.22-			0.00
01-000169	PERRY JOHNSON	INSPECTIONS MILEAGE - OCTOBER	175.49	0.00	000000	0/00/00	175.49
		** TOTALS **	175.49	0.00			175.49
01-002938	PHOTOGRAPHY BY FISCUS	COUNCIL PICTURE	100.00	0.00	000000	0/00/00	100.00
		** TOTALS **	100.00	0.00			100.00
01-001490	PITNEY BOWES/PURCHASE POW	POSTAGE METER RENTAL	180.00	0.00	000000	0/00/00	180.00
		** TOTALS **	180.00	0.00			180.00
01-000625	PRODUCTIVITY PLUS ACCOUNT	PARTS RETURNED	30.00-	30.00	112899	11/09/18	0.00
01-000625	PRODUCTIVITY PLUS ACCOUNT	#31 - FILTERS	190.90	190.90-	112899	11/09/18	0.00
01-000625	PRODUCTIVITY PLUS ACCOUNT	REPAIR PARTS	63.12	63.12-	112899	11/09/18	0.00
01-000625	PRODUCTIVITY PLUS ACCOUNT	FILTER	9.05	9.05-	112899	11/09/18	0.00
01-000625	PRODUCTIVITY PLUS ACCOUNT	DISC REPAIRS	80.40	80.40-	112899	11/09/18	0.00
01-000625	PRODUCTIVITY PLUS ACCOUNT	REPAIR PARTS	109.18	109.18-	112899	11/09/18	0.00
01-000625	PRODUCTIVITY PLUS ACCOUNT	ANTENNA #31	21.00	21.00-	112899	11/09/18	0.00
01-000625	PRODUCTIVITY PLUS ACCOUNT	REPAIR PARTS	42.00	42.00-	112899	11/09/18	0.00
		** TOTALS **	485.65	485.65-			0.00
01-003173	R & R RENTAL	OCT. WATER CITY HALL	43.71	43.71-	112901	11/09/18	0.00
01-003173	R & R RENTAL	DEC. CITY HALL LEASE	2,559.67	0.00	000000	0/00/00	2,559.67
01-003173	R & R RENTAL	GAS BILL	6.62	6.62-	113035	11/21/18	0.00
01-003173	R & R RENTAL	GAS BILL	12.16	12.16-	113035	11/21/18	0.00
01-003173	R & R RENTAL	ELECTRIC BILL	23.98	23.98-	113035	11/21/18	0.00
01-003173	R & R RENTAL	ELECTRIC BILL	88.80	88.80-	113035	11/21/18	0.00
		** TOTALS **	2,734.94	175.27-			2,559.67
01-009870	RACCOON VALLEY ELECTRIC C	OCTOBER ELECTRIC SREVICE	1,029.90	1,029.90-	113016	11/14/18	0.00
		** TOTALS **	1,029.90	1,029.90-			0.00
01-000490	RANDALL M. KRAUEL	USB TAC MEETING	71.94	71.94-	113029	11/21/18	0.00
		** TOTALS **	71.94	71.94-			0.00
01-023640	RAY'S REFUSE SERVICE	OCT. TRASH COLLECTIONS	34,808.22	34,808.22-	112903	11/09/18	0.00
		** TOTALS **	34,808.22	34,808.22-			0.00

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01-000326	RECORDED BOOKS LLC	AUDIO BOOKS	45.89	45.89-	113048	11/21/18	0.00
01-000326	RECORDED BOOKS LLC	AUDIO BOOKS	49.50	49.50-	113048	11/21/18	0.00
01-000326	RECORDED BOOKS LLC	AUDIO BOOKS	72.00	72.00-	113048	11/21/18	0.00
01-000326	RECORDED BOOKS LLC	AUDIO BOOKS	44.99	44.99-	113048	11/21/18	0.00
01-000326	RECORDED BOOKS LLC	AUDIO BOOKS	36.00	36.00-	113048	11/21/18	0.00
01-000326	RECORDED BOOKS LLC	AUDIO BOOKS	35.99	35.99-	113048	11/21/18	0.00
01-000326	RECORDED BOOKS LLC	AUDIO BOOKS	31.50	31.50-	113048	11/21/18	0.00
01-000326	RECORDED BOOKS LLC	AUDIO BOOKS	31.49	31.49-	113048	11/21/18	0.00
		** TOTALS **	347.36	347.36-			0.00
01-023815	REGION XII COG	OCT. TAXI PROGRAM DONATIONS	3,360.00	3,360.00-	112904	11/09/18	0.00
		** TOTALS **	3,360.00	3,360.00-			0.00
01-003312	RILEY NEHRING	TOBACCO COMPLIANCE	280.00	0.00	000000	0/00/00	280.00
		** TOTALS **	280.00	0.00			280.00
01-024630	RUTTEN'S VACUUM CENTER	VACUUM BAGS	19.98	0.00	000000	0/00/00	19.98
		** TOTALS **	19.98	0.00			19.98
01-025105	SEARS COMMERCIAL ONE	TOOLS	59.99	59.99-	113045	11/21/18	0.00
		** TOTALS **	59.99	59.99-			0.00
01-025250	SHERWIN WILLIAMS CO.	TOUCH UP PAINT	19.70	0.00	000000	0/00/00	19.70
		** TOTALS **	19.70	0.00			19.70
01-003057	SIMMERING-CORY & IOWA COD CITY CODE - WEB HOSTING		450.00	0.00	000000	0/00/00	450.00
		** TOTALS **	450.00	0.00			450.00
01-004178	SOLID WASTE MANAGEMENT CO	LANDFILL FEE	209.70	0.00	000000	0/00/00	209.70
01-004178	SOLID WASTE MANAGEMENT CO	LANDFILL FEE	243.90	0.00	000000	0/00/00	243.90
		** TOTALS **	453.60	0.00			453.60
01-001778	SPRAYER SPECIALTIES INC	BRINE PUMP AND VALVE	835.12	0.00	000000	0/00/00	835.12
		** TOTALS **	835.12	0.00			835.12
01-025874	STERICYCLE INC	SAFETY SUPPLIES	244.28	0.00	000000	0/00/00	244.28
		** TOTALS **	244.28	0.00			244.28
01-025880	STONE PRINTING CO.	SUPPLIES	2.50	2.50-	113065	11/21/18	0.00
01-025880	STONE PRINTING CO.	SUPPLIES	3.00	3.00-	113065	11/21/18	0.00
01-025880	STONE PRINTING CO.	SUPPLIES	15.37	15.37-	113065	11/21/18	0.00
01-025880	STONE PRINTING CO.	PAMP POSTCARDS W/POSTAGE	299.50	0.00	000000	0/00/00	299.50
01-025880	STONE PRINTING CO.	SUPPLIES	19.99	0.00	000000	0/00/00	19.99
01-025880	STONE PRINTING CO.	BREAKFAST WITH SANTA SUPPLIES	51.58	0.00	000000	0/00/00	51.58

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01-025880	STONE PRINTING CO.	#10 ENVELOPES	58.99	0.00	000000	0/00/00	58.99
01-025880	STONE PRINTING CO.	150TH LETTERHEAD	120.79	0.00	000000	0/00/00	120.79
		** TOTALS **	571.72	20.87-			550.85
01-025935	SUBWAY	EMPLOYEE RECOGNITION	24.44	0.00	000000	0/00/00	24.44
		** TOTALS **	24.44	0.00			24.44
01-003314	TBCREATIONS	FACE PAINTING HALLOWEEN PARTY	125.00	0.00	000000	0/00/00	125.00
		** TOTALS **	125.00	0.00			125.00
01-002272	TIGGES OVERHEAD DOORS	T HANGER REPAIR	782.00	782.00-	113010	11/14/18	0.00
		** TOTALS **	782.00	782.00-			0.00
01-002862	TRAVIS BOELL	STEEL TOED BOOTS	150.00	150.00-	113032	11/21/18	0.00
		** TOTALS **	150.00	150.00-			0.00
01-027060	TREASURER OF IOWA	10/16-10/31/2018 SALES TAX	8,702.00	8,702.00-	000000	11/09/18	0.00
01-027060	TREASURER OF IOWA	OCTOBER SALES TAX	3,082.00	3,082.00-	000000	11/20/18	0.00
		** TOTALS **	11,784.00	11,784.00-			0.00
01-027085	TROPHIES PLUS INC.	DONOR BOARD PLATE	6.00	0.00	000000	0/00/00	6.00
		** TOTALS **	6.00	0.00			6.00
01-001088	TYLER TECHNOLOGIES	ONLINE BILLING ACCESS	180.00	0.00	000000	0/00/00	180.00
		** TOTALS **	180.00	0.00			180.00
01-028168	UNITED PARCEL SERVICE	FREIGHT W/E 11/10/2018	69.70	69.70-	113046	11/21/18	0.00
01-028168	UNITED PARCEL SERVICE	FREIGHT W/E 11/3/2018	39.38	39.38-	112905	11/09/18	0.00
		** TOTALS **	109.08	109.08-			0.00
01-028435	UTILITY EQUIPMENT COMPANY	COLLECTION SYSTEM PIPING	5,317.92	0.00	000000	0/00/00	5,317.92
		** TOTALS **	5,317.92	0.00			5,317.92
01-003377	WELLMARK BLUE CROSS/BLUE	DEC HEALTH INSURANCE PREMIUMS	37,603.39	37,603.39-	113037	11/21/18	0.00
		** TOTALS **	37,603.39	37,603.39-			0.00
01-030355	WITTRUCK MOTOR CO.	OCTOBER CAR RENTAL	375.00	375.00-	113025	11/14/18	0.00
		** TOTALS **	375.00	375.00-			0.00
01-003291	WORLDPAY INTEGRATED PAYME	OCT CC PROCESSING FEES	185.96	185.96-	000000	11/16/18	0.00
		** TOTALS **	185.96	185.96-			0.00
	* Payroll Expense		147,724.10				

11-21-2018 10:48 AM
VENDOR SET: 01 City of Carroll
REPORTING: PAID, UNPAID, PARTIAL

ACCOUNTS PAYABLE
OPEN ITEM REPORT
SUMMARY

PAGE: 11
BANK: AP

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES	: 11/09/2018 THRU 11/22/2018	11/09/2018 THRU 11/22/2018	11/09/2018 THRU 11/22/2018
PARTIALLY ITEMS DATES:	11/09/2018 THRU 11/22/2018	11/09/2018 THRU 11/22/2018	11/09/2018 THRU 11/22/2018
UNPAID ITEMS DATES :		11/09/2018 THRU 11/22/2018	11/09/2018 THRU 11/22/2018

REPORT TOTALS

	GROSS	PAYMENTS	BALANCE
PAID ITEMS	375,918.05	375,918.05CR	0.00
PARTIALLY PAID	0.00	0.00	0.00
UNPAID ITEMS	56,247.35	0.00	56,247.35
VOID ITEMS	0.00	0.00	0.00
** TOTALS **	432,165.40	375,918.05CR	56,247.35

UNPAID RECAP

UNPAID INVOICE TOTALS	56,316.35
UNPAID DEBIT MEMO TOTALS	0.00
UNAPPLIED CREDIT MEMO TOTALS	69.00CR
** UNPAID TOTALS **	56,247.35

11-21-2018 10:48 AM
VENDOR SET: 01 City of Carroll
REPORTING: PAID, UNPAID, PARTIAL

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

PAGE: 12
BANK: AP

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES	: 11/09/2018 THRU 11/22/2018	11/09/2018 THRU 11/22/2018	11/09/2018 THRU 11/22/2018
PARTIALLY ITEMS DATES:	11/09/2018 THRU 11/22/2018	11/09/2018 THRU 11/22/2018	11/09/2018 THRU 11/22/2018
UNPAID ITEMS DATES	:	11/09/2018 THRU 11/22/2018	11/09/2018 THRU 11/22/2018

FUND TOTALS

001	GENERAL FUND	157,518.12
010	HOTEL/MOTEL TAX	461.24
110	ROAD USE TAX FUND	14,553.48
125	U.R. DOWNTOWN S.R.	5,109.58
168	LIBRARY TRUST FUND	375.00
178	CRIME PREV/SPEC PROJECTS	725.50
179	POLICE K9 FUND	248.34
315	LIBRARY/CITY HALL REMODEL	24,341.41
600	WATER UTILITY FUND	21,607.64
610	SEWER UTILITY FUND	21,339.60
620	STORM WATER UTILITY	558.00
850	MEDICAL INSURANCE FUND	37,603.39
	* PAYROLL EXPENSE	147,724.10
GRAND TOTAL		432,165.40

City of Carroll

Brad Burke, Chief of Police

Police Department

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-3536

FAX: (712) 792-8088

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

FROM: Brad Burke, Chief of Police *BB*

DATE: November 21, 2018

RE: Renewal of License

The following establishments have made application for renewal of license:

Legendary Rye Micro-Distillery
707 North Main Street
Class "A" Micro-Distilled Spirits Permit

Sparky's One Stop
402 East 6th Street
Class "E" Liquor License with Class "B" Native Wine Permit and Class "C" Beer Permit (Carryout Beer)
with Sunday Sales

Full Swing
515 North Adams Street
Class "B" Beer Permit with Class "C" Native Wine Permit

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: Honorable Mayor and City Council Members

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

DATE: November 21, 2018

SUBJECT: Carroll City Council Meeting Location for December 18th meeting

The Kuemper Volleyball team has won the State Championship for 3A Volleyball and the City would like to recognize this accomplishment. It is anticipated the volleyball team, coaches and parents would attend the Council meeting for that recognition. Due to potential number of citizens at the December 18th Council meeting it is suggested to move the Council meeting to the theater at the Carroll Recreation Center.

RECOMMENDATION: Mayor and Council consider approving a motion to move the location of the December 18th City Council meeting to the theater at the Carroll Recreation Center.

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: November 21, 2018
SUBJECT: Preliminary and Final Plat of The Third Re-Subdivision of Part of Lot 5 of Block 1 of Midwest Towne Subdivision

Badding Construction Co. has submitted an application for a subdivision to be named The Third Re-Subdivision of Part of Lot 5 of Block 1 of Midwest Towne Subdivision to City of Carroll, Carroll County, Iowa. The land to be subdivided contains 9,984 Sq. ft. and is adjacent to West Street. The property is zoned B-2, General Business District and meets the minimum requirements of 5,000 square feet in the B-2 zoning district. The property is planned to be sold to Commercial Savings Bank and is proposed to be used as parking.

No new streets or right-of-ways are proposed as part of this development and the lot will have access to West Street.

No new City owned utilities are proposed in the development and will be serviced by existing utilities in West Street.

The attached preliminary and final plats are pertinent to the application and includes the exterior boundary description of the proposed plat.

PLANNING AND ZONING COMMISSION RECOMMENDATION: That the Carroll City Council approve The Third Re-Subdivision of Part of Lot 5 of Block 1 of Midwest Towne Subdivision Preliminary and Final Plats subject to clerical revisions to the plats. The revisions as required by the Planning and Zoning Commission have been made to the attached plats.

STAFF RECOMMENDATION: Staff recommends City Council approval of The Third Re-Subdivision of Part of Lot 5 of Block 1 of Midwest Towne Subdivision Preliminary and Final Plats as recommended by the Planning and Zoning Commission.

**CITY OF CARROLL
SUBDIVISION DATA**

NAME OF PLAN: The Third Re-Subdivision of Part of Lot 5 of Block 1 of Midwest Towne Subdivision – Preliminary and Final Plats

NAME OF OWNER/DEVELOPER: Badding Construction Company

GENERAL INFORMATION:

PLAT LOCATION: NW of the intersection of 5th Street and West Street
SIZE OF PLAT: 9984 Square Feet (0.229 Acres)
ZONING: B-2, General Business District

LOTS:

NUMBER: 1 Commercial Lot
USE: General Business (Proposed Use: Parking)
MIN LOT SIZE: 5,000 Square Feet
BUILDING LINES: None front yard; None rear yard; and None side yard

ADJACENT LANDS:

NORTH: Commercial
SOUTH: Commercial
EAST: Commercial
WEST: Commercial

STREET DEVELOPMENT:

No new streets or right-of-ways are proposed as part of this development. Lot will have access to West Street

WASTE WATER:

No new city water utilities are proposed with this development. Water is available on West Street to serve the property.

WATER SYSTEM:

No new city sanitary sewer utilities are proposed with this development. Sanitary sewer is available on West Street to serve the property.

PRELIMINARY AND FINAL PLAT DRAWINGS:

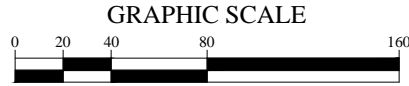
The Planning and Zoning Commission recommend approval of the plats subject to clerical revisions. The revisions as required by the Planning and Zoning Commission have been made to the attached plats.

Staff recommends approval as presented.

Index Legend	
Location:	PART OF LOT 5 OF BLOCK 1 OF MIDWEST
	TOWNE SUBDIVISION
Requestor:	NICK BADDING
Proprietor:	BADDING CONSTRUCTION COMPANY
Surveyor:	MATTHEW A. FOUTS
Surveyor Company:	JEO CONSULTING GROUP INC.
Return To:	724 SIMON AVE. CARROLL, IA 51401

FOR RECORDER'S USE ONLY

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



PRELIMINARY PLAT

THE THIRD RE-SUBDIVISION OF PART OF LOT 5 OF BLOCK 1 OF MIDWEST TOWNE SUBDIVISION TO THE CITY OF CARROLL CARROLL COUNTY, IOWA



OWNER, SUBDIVIDER
 BADDING CONSTRUCTION COMPANY
 814 WEST 9TH STREET,
 CARROLL, IA 51401

ENGINEER
 CODY FORCH, PE
 724 SIMON AVENUE
 CARROLL, IOWA 51401
 712-792-9711

ACREAGE TABLE

TOTAL ACREAGE	9984 SQ. FT.
NUMBER OF LOTS	1
MIN. LOT AREA	9984 SQ. FT.
AVG. LOT AREA	9984 SQ. FT.
MAX. LOT AREA	9984 SQ. FT.
PUBLIC LAND AREA	0 SQ. FT.
ROW LAND AREA	0 SQ. FT.

ZONING

EXISTING ZONING	B-2
PROPOSED ZONING	B-2

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

NOTE:
 ALL BEARINGS ARE ASSUMED. ALL MONUMENTS SET ARE 5/8" X 24" REBAR WITH A YELLOW PLASTIC CAP "FOUTS LS 23586". UNLESS NOTED OTHERWISE.

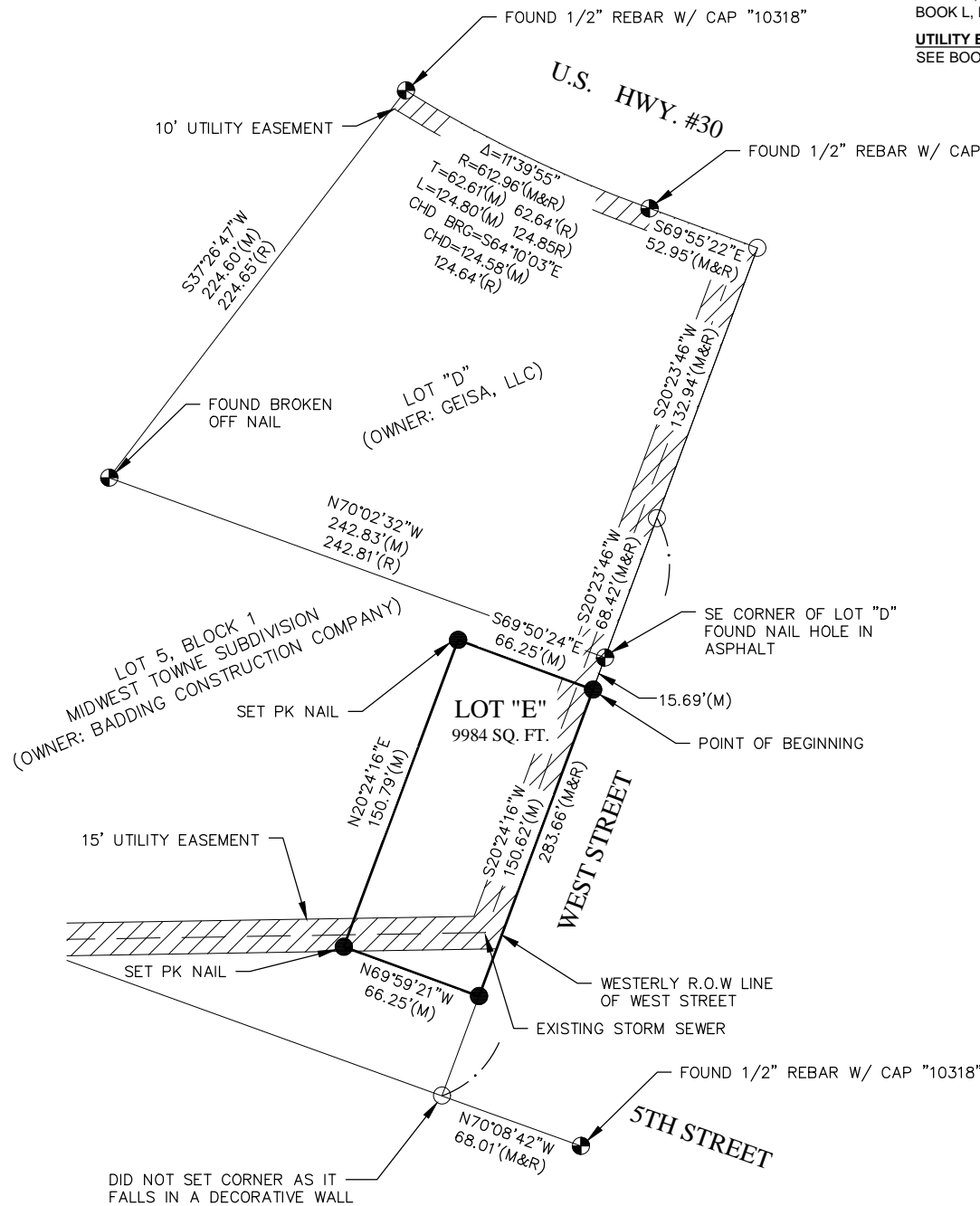
SURVEYS OF RECORD:
 BOOK M, PAGE 177
 BOOK L, PAGE 197

UTILITY EASEMENT:
 SEE BOOK H, PAGE 188

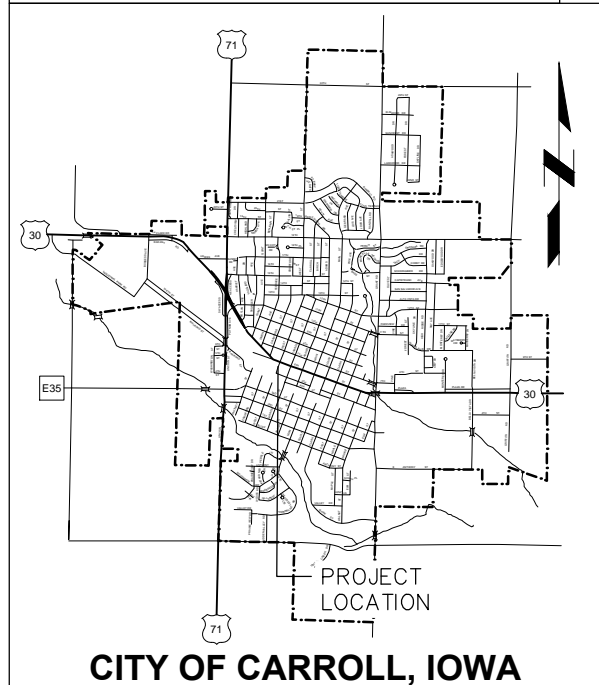
LEGAL DESCRIPTION:


LOT "E"

A PARCEL OF LAND LOCATED IN PART OF LOT 5, BLOCK 1 MIDWEST TOWNE SUBDIVISION, CITY OF CARROLL, CARROLL COUNTY IOWA. MORE PARTICULARLY DESCRIBED AS FOLLOWS: REFERRING TO THE SOUTHEAST CORNER OF LOT "D" OF LOT 5, BLOCK 1 OF SAID MIDWEST TOWNE SUBDIVISION, THENCE S20°24'16"W ON THE WESTERLY RIGHT OF WAY LINE OF WEST STREET, 15.69 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING S20°24'16"W ON SAID WESTERLY RIGHT OF WAY LINE, 150.62 FEET; THENCE N69°59'21"W, 66.25 FEET; THENCE N20°24'16"E, 150.79 FEET; THENCE S69°50'24"E, 66.25 FEET TO THE POINT OF BEGINNING, CONTAINING 9984 SQUARE FEET MORE OR LESS.



PRELIMINARY PLAT APPROVED BADDING CONSTRUCTION COMPANY	
NICK BADDING, PRESIDENT	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.

(signature) _____ (date) _____

Printed or typed name: CODY F. FORCH

License Number: 22843

My license renewal date is December 31, 2019

Pages or sheets covered by this seal:

SHEET 1.0

2018 PRELIMINARY PLAT

PART OF LOT 5 OF BLOCK 1
MIDWEST TOWNE SUBDIVISION

PROJECT NO. 181785
 DATE 11/21/2018
 DRAWN BY MAF
 FILE NAME SV_181785.dwg
 FIELD BOOK CARROLL #47
 FIELD CREW MAF
 REVIEW BY JJS
 REVIEW DATE 10/23/2018
 SURVEY FILE NO.

Index Legend	
Location:	PART OF LOT 5 OF BLOCK 1 OF MIDWEST
	TOWNE SUBDIVISION
Requestor:	NICK BADDING
Proprietor:	BADDING CONSTRUCTION COMPANY
Surveyor:	MATTHEW A. FOUTS
Surveyor Company:	JEO CONSULTING GROUP INC.
Return To:	724 SIMON AVE. CARROLL, IA 51401

FOR RECORDER'S USE ONLY

LEGEND

- MONUMENT FOUND
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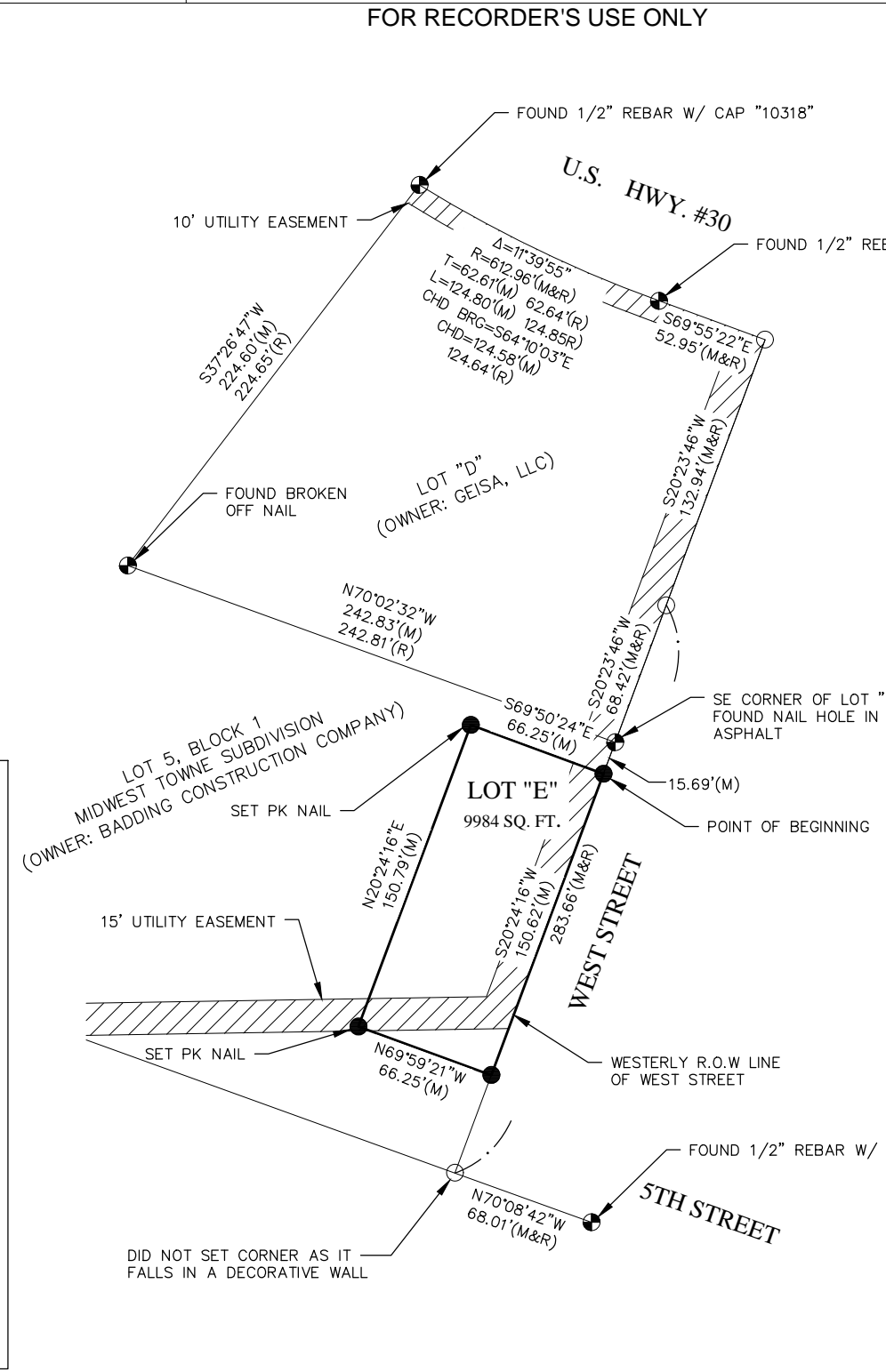
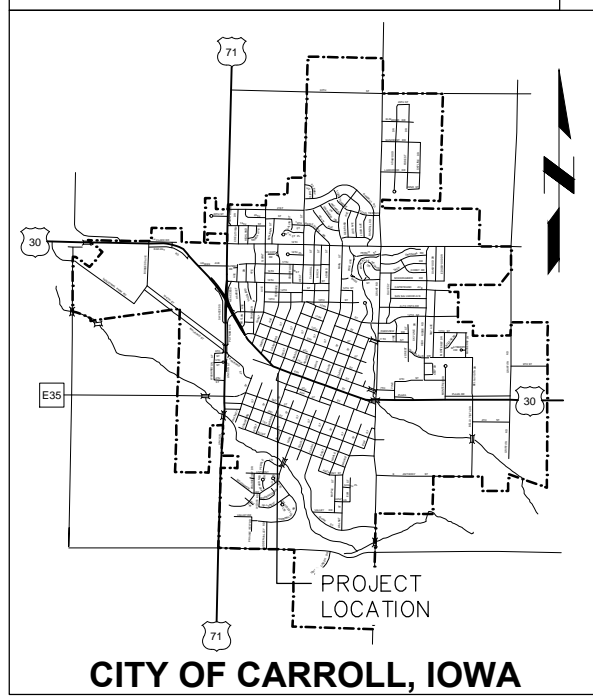
GRAPHIC SCALE
0 20 40 80 160

FINAL PLAT

THE THIRD RE-SUBDIVISION OF PART OF LOT 5 OF BLOCK 1 OF MIDWEST TOWNE SUBDIVISION TO THE CITY OF CARROLL CARROLL COUNTY, IOWA



FINAL PLAT APPROVED BADDING CONSTRUCTION COMPANY	
NICK BADDING, PRESIDENT	DATE
CITY APPROVALS	
RECOMMEND FINAL PLAT APPROVAL - PLANNING & ZONING COMMISSION	
CHAIRMAN	DATE
FINAL PLAT ACCEPTED - CITY OF CARROLL, IOWA	
CLERK	DATE



NOTE:
ALL BEARINGS ARE ASSUMED. ALL MONUMENTS SET ARE 5/8" X 24" REBAR WITH A YELLOW PLASTIC CAP "FOUTS LS 23586"

SURVEYS OF RECORD:
BOOK M, PAGE 177
BOOK L, PAGE 197

UTILITY EASEMENT:
SEE BOOK H, PAGE 188

LEGAL DESCRIPTION:

LOT "E"

A PARCEL OF LAND LOCATED IN PART OF LOT 5, BLOCK 1 MIDWEST TOWNE SUBDIVISION, CITY OF CARROLL, CARROLL COUNTY IOWA. MORE PARTICULARLY DESCRIBED AS FOLLOWS: REFERRING TO THE SOUTHEAST CORNER OF LOT "D" OF LOT 5, BLOCK 1 OF SAID MIDWEST TOWNE SUBDIVISION, THENCE S20°24'16"W ON THE WESTERLY RIGHT OF WAY LINE OF WEST STREET, 15.69 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING S20°24'16"W ON SAID WESTERLY RIGHT OF WAY LINE, 150.62 FEET; THENCE N69°59'21"W, 66.25 FEET; THENCE N20°24'16"E, 150.79 FEET; THENCE S69°50'24"E, 66.25 FEET TO THE POINT OF BEGINNING, CONTAINING 9984 SQUARE FEET MORE OR LESS.

OWNER, SUBDIVIDER
BADDING CONSTRUCTION COMPANY
814 WEST 9TH STREET,
CARROLL, IA 51401

ENGINEER
CODY FORCH, PE
724 SIMON AVENUE
CARROLL, IOWA 51401
712-792-9711

ACREAGE TABLE

TOTAL ACREAGE	9984 SQ. FT.
NUMBER OF LOTS	1
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AVG. LOT AREA	9984 SQ. FT.
MAX. LOT AREA	9984 SQ. FT.
PUBLIC LAND AREA	0 SQ. FT.
ROW LAND AREA	0 SQ. FT.

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

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

(signature) _____ (date) _____

Printed or typed name: Matthew A. Fouts

License Number: 23586

My license renewal date is December 31, 2019

Pages or sheets covered by this seal:
SHEET 1 OF 1

2018
FINAL PLAT

PART OF LOT 5 OF BLOCK 1
MIDWEST TOWNE SUBDIVISION

PROJECT NO.	181785
DATE	11/21/2018
DRAWN BY	MAF
FILE NAME	SV_181785.dwg
FIELD BOOK	CARROLL #47
FIELD CREW	MAF
REVIEW BY	JJS
REVIEW DATE	11/16/2018
SURVEY FILE NO.	

P:\Surveying\181785.00 - Badding Depot\Business Center Survey\6 Survey\Drawings\SV_181785.dwg, on 11/21/2018 11:21 AM.

City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Mike Pogge-Weaver, City Manager *MSPW*
FROM: Laura A. Schaefer, Finance Director/City Clerk *las*
DATE: November 20, 2018
SUBJECT: Fifth Amended and Restated Downtown Urban Renewal Internal Loan

For the past several years Council has passed separate resolutions to create interfund loans that transferred money from the Water Utility Fund to the Corridor of Commerce Capital Project Fund to pay for phases of the Streetscape projects. The loans are being repaid from tax increment financing (TIF) collections. All loans, including the proposed new loan, are projected to be repaid by June 1, 2021 (FY 2021).

At this time, it is anticipated that an additional \$1,155,500 will be needed to finish Highway 30/Grant Road Intersection and Streetscape Phase 9 projects as well as fund engineering services for Streetscape Phase 10 and 11 projects.

Attached is a resolution that authorizes a loan to the Corridor of Commerce Capital Project Fund from the Water Utility Fund in the amount of \$1,155,500 pledging tax increment revenues received with respect to the Downtown Urban Renewal Area for the repayment of the loan. It has been advised by our bonding attorney to document the entitlement for the repayment of the internal loan.

Section 403.19 of the Iowa Code requires the City Clerk to certify to the County Auditor no later than December 1 the amount of TIF requested to pay for "loans, advances, indebtedness, or bonds payable" in a particular urban renewal area.

RECOMMENDATION: Council consideration and approval of the attached Resolution that authorizes the internal loan to the Corridor of Commerce Capital Project Fund from the Water Utility Fund and pledging tax increment revenues from the Downtown Urban Renewal Area for the repayment of the loan.

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING A LOAN TO THE CORRIDOR OF COMMERCE CAPITAL PROJECT FUND WITH REPAYMENT FROM THE DOWNTOWN URBAN RENEWAL TAX INCREMENT REVENUE FUND

WHEREAS, the City of Carroll, Iowa has established the Downtown Urban Renewal Area (“the Urban Renewal Area”) and expects to undertake public improvements including street resurfacing, streetscape improvements, storm sewers, demolition, grading and site preparation, bridge, right-of-way purchase, safety and traffic control improvements, paving and sidewalks in the Urban Renewal Area (the “Project”); and

WHEREAS, in order to make the cost of the Project eligible to be paid from incremental property tax revenues, it is necessary to create an internal debt;

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

Section 1. Pursuant to Ordinance 1701, all incremental property tax revenues received from the Urban Renewal Area shall be deposited into the previously established Downtown Urban Renewal Area Tax Increment Revenue Fund (the “Tax Increment Fund”).

Section 2. It is hereby directed that \$1,155,500, and such other amounts as may be determined by change orders to the contract for construction entered into with respect to the Project improvements, be advanced from time to time to the Corridor of Commerce Capital Project Fund from the Water Utility Fund in order to pay the costs of the Projects. The advance shall be treated as an internal loan (the “Loan”) to the Corridor of Commerce Capital Project Fund and shall be repaid from the Tax Increment Fund to the Water Utility Fund, over three (3) years, with the option to pay all or any part of the principal early if tax increment tax revenues are available, with an interest rate of 2.00%, out of the incremental tax revenues received with respect to the Urban Renewal Area. For purposes of calculating interest, the issue date shall be deemed to be December 1, 2018.

Payments shall be made on the Loan on December 1 and June 1 each year to the extent there are incremental tax revenues available for such purposes which have been allocated to or accrued in the Tax Increment Fund.

Section 3. The anticipated repayment schedule is as follows:

<u>Payment Date</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
June 1, 2019	\$ 56,500.00	\$11,555.00	\$ 68,055.00
December 1, 2019	\$ 100,000.00	\$10,990.00	\$ 110,990.00
June 1, 2020	\$ 240,000.00	\$ 9,990.00	\$ 249,990.00
December 1, 2020	\$ 400,000.00	\$ 7,590.00	\$ 407,590.00
June 1, 2021	\$ <u>359,000.00</u>	\$ <u>3,590.00</u>	\$ <u>362,590.00</u>
TOTAL	\$1,155,500.00	\$43,715.00	\$1,199,215.00

Section 4. The Tax Increment Fund is hereby pledged to the repayment of the Loan. Pursuant to Section 403.19 of the Code of Iowa, the City Clerk is hereby directed to certify to the County Auditor, no later than December 1, 2018, the original amount of the Loan and the anticipated interest thereon.

Section 5. All resolutions or parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

ADOPTED AND PASSED BY THE CITY COUNCIL OF THE CITY OF CARROLL, IOWA, this 27th day of November, 2018.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Eric P. Jensen, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Honorable Mayor and Members of the City Council

FROM: Mike Pogge-Weaver, City Manager *MTP*

DATE: November 21, 2018

SUBJECT: Committee Reports

1. Library Board (meets 3rd or 4th Monday of month) – **November 19, 2018**
2. Board of Adjustment (meets 1st Monday of month) –
3. Planning and Zoning Commission (meets 2nd Wednesday of month) – **November 14, 2018**
4. Carroll Airport Commission (meets 2nd Monday of month) – **November 12, 2018**
5. Parks, Recreation & Cultural Advisory Board (meets 3rd Monday of January, March, May, July, September and November) –
6. Carroll County Solid Waste Management Commission (meets 2nd Tuesday of month) – **November 13, 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

November 19, 2018

The Carroll Board of Trustees met in the Region XII Training Room. Trustees present were: Jacob Fiscus, Tom Louis, Summer Parrott, Sondra Rierson, Paul Reicks, Ralph Von Qualen, Janet Auge, Kyle Ulveling and Director Rachel Van Erdewyk. Trustee absent was Carol Shields.

Rierson called the meeting to order at 5:16. It was moved by Louis and seconded by Parrott to approve the agenda. All voted aye. Absent: Shields. It was moved by Louis and seconded by Reicks to approve the minutes of the August meeting. All voted aye. Absent: Shields. Shields arrived at 5:18. It was moved by Auge and seconded by Fiscus to approve the bills. All voted aye. Absent: None.

Director's report: This was the first full month in the temporary location. Children's programming is continuing with Rookie Readers, Diane's Read-Aloud, Pet Readers and various outreach programs. Van Erdewyk said the Our Neighbors, the Amish program put on by Don and Diane Kramer was well received with 43 attendees. The staff is fielding many calls from people trying to find the library. Hopefully the new signage on Highway 30 will assist with that. There was some discussion on if the restrooms had changing tables and if there were a need/requirement for them. There are not any in the temporary location. However, the library did pay for the ones placed in the restrooms near the police station in the Farner Building. Perhaps some discussion could be had with the police department to purchase those from the library and a changing table could be installed in the women's restroom. It is not required by ADA to provide changing tables. The discussion was tabled.

Old business: Discussion on the Library/City Hall project.

New business: Since Janet Auge is moving to Springfield, MO, there is a need for a new Vice President of the Board of Trustees. Fiscus nominated Paul Reicks to fill that position. Ulveling seconded. All voted aye. Action item – Request All Day Closure on December 24, 2018. Upon discussion, it was moved by Louis and seconded by Auge to approve closing the library for the entire day of December 24. All voted aye. Action Item – Review and Approve "Patron Conduct" and "Safe Child" Policies. It was moved by Fiscus and seconded by VonQualen to approve the "Patron Conduct" policy with a revision that "Animals, except those trained or registered to aid persons with disabilities, are not permitted in the Library, except as part of a Library-sponsored program. Staff may ask for documentation. There was no change to the Safe Child Policy after discussion.

It was moved by Fiscus and seconded by Ulveling to adjourn at 5:50. All voted aye. The next regular meeting will be in the Region XII Training Room on December 17, 2018.

Sondra Rierson-President

Carol Shields, Secretary

PLANNING AND ZONING COMMISSION
MINUTES OF NOVEMBER 14, 2018

The Carroll Planning and Zoning Commission met in regular session on November 14, 2018, 5:15 PM, in the Meeting Room, Region XII. Present: John Horbach, Ron Juergens, Jean Ludwig, Pat Macke, Dan Messerich, Jayne Pietig and Pat Venteicher. Absent: Katie McQueen. Also present: David Bruner, City Attorney, and Perry Johnson, Building Official. Vice Commissioner Pat Venteicher presided.

* * * * *

MOTION by Juergens, second by Macke, to approve the minutes of the October 10, 2018 as mailed. All present voted aye. Absent: McQueen. Motion carried.

* * * * *

A preliminary plat for The Third Re-Subdivision of Part of Lot 5 of Block 1 of Midwest Towne Subdivision was submitted for review of the Commission. No one present supported or opposed the request. MOTION by Juergens, second by Horbach to recommend to City Council approval of the preliminary plat subject to the following revisions: Show the existing storm sewer easement on the Preliminary, identify adjoining parcels on the Preliminary, the capacity of the signer shall be noted on the Preliminary, list the ownership of the adjoining parcels and show the public utilities that are in West Street on the Preliminary Plat. All present voted aye. Absent: McQueen. Motion carried.

* * * * *

A final plat for The Third Re-Subdivision of Part of Lot 5 of Block 1 of Midwest Towne Subdivision was submitted for review of the Commission. No one present supported or opposed the request. MOTION by Juergens, second by Macke to recommend to City Council approval of the final plat subject to the following revisions: Show the existing storm sewer easement on the Preliminary, identify adjoining parcels on the Preliminary, the capacity of the signer shall be noted on the Preliminary, list the ownership of the adjoining parcels and show the public utilities that are in West Street on the Preliminary Plat. All present voted aye. Absent: McQueen. Motion carried.

* * * * *

MOTION by Juergens, second by Horbach, to adjourn at 5:27 PM. All present voted Aye. Absent: McQueen. Motion carried.

Pat Venteicher, Vice Chairperson

Michel J. Pogge-Weaver, City Manager

CARROLL AIRPORT COMMISSION

Regular Meeting

The regular meeting of the Carroll Airport Commission was held on Monday, November 12, 2018, at the Arthur Neu Airport. Also attending were Mr. Pete Crawford and Mr. Jay Pudenz, engineers, 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. Siemann and seconded by Comm. Fulton was made to approve the minutes. Motion carried by Commissioners Hutcheson, Siemann, Vincent, Wittrock and Fulton.

TALL STRUCTURE ISSUE

To date there has been no decision by the Iowa Supreme Court.

FIVE YEAR CIP APPLICATION

Mr. Crawford presented the draft version of the five year CIP application. The Commissioners discussed the needs of the airport and prioritized the projects. Mr. Crawford will have the finished application at the December meeting.

AIRPORT SIGN

Much discussion was about the height of the sign. Comm. Vincent had pictures and a motion by Comm. Fulton and seconded by Comm. Wittrock was made to go with the shorter version of the sign and have I Saw the Sign company be the contractor including the structure work, electrical and any thing else to finish the job. Motion carried by Commissioners Hutcheson, Siemann, Vincent, Wittrock and Fulton. There was also a motion by Comm. Fulton and seconded by Comm. Vincent the sign project should not exceed \$35,000.00. Motion carried by Commissioners Hutcheson, Siemann, Vincent, Wittrock and Fulton. There is a \$10,000.00 grant from the State for the sign.

FARM REPORT

Comm. Vincent reported he sold the beans to Landus for \$6,390.04. The beans did not yield very good because of the wet grounds. He applied through Farm Service for crop subsidy. The corn is being stored at New Cooperative. Don requested a land use map as required by the FAA. Mr. Crawford will work on a map with new crop lines. The new crop requirements could take about five acres out of production.

AIRPORT CAR RENTAL

The City requested the Commission advertise for the car rental contract. Comm. Siemann will put an add in the Carroll Daily Times.

BILLS

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

Carroll Aviation	contract	\$ 6,600.00
Neu, Minnich, Comito	Danner grain leg	
Halbur, Neu & Badding	attorney fees	1,575.00
Performance Tire	dump truck supplies	
	and inspection	383.22
Wittrock Motor	Oct car rental	375.00
New Cooperative	drying corn	412.88
NAPA Auto Parts	generator/battery	62.73
Carroll Glass	door repair	90.00
Echo Group	electric supplies	43.07
Tigges Overhead Door	T hanger repair	782.00
Rueter's	dump truck repair	3,165.25
Blueglobes	runway lights repair	71.44
Raccoon Valley Co-op	Oct electric service	1,029.90
Bomgaars	snow fence/supplies	603.71
Midwest Wholesale	misc'l supplies	35.30
Ecowater	cooler rent/water	92.23
Carroll Refuse	Oct garbage	57.00
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 for approval. Motion carried by Commissioners Hutcheson, Siemann, Vincent, Wittrock and Fulton.

November 12, 2018

Page 3

There being no further business, a motion by Comm. Fulton and seconded by Comm. Wittrock was made to adjourn at 7:17 P.M..

The next regular meeting of the Carroll Airport Commission will be December 10, 2018, at the Arthur New Airport.

Chairman/Vice-Chairman

ATTEST:

CARROLL AIRPORT COMMISSION

Regular Meeting

Monday, December 10, 2018

5:30 P.M.

Arthur Neu Airport

Agenda

Approve minutes from previous meeting

Tall Structure Issue

Airport Sign Contract

Approve CIP Five Year Plan

Open Bids For Airport Rental Car

Approve Re-estimated 2018/2019 Budget

Approve 2019/2020 Budget

New Business

Approve monthly bills

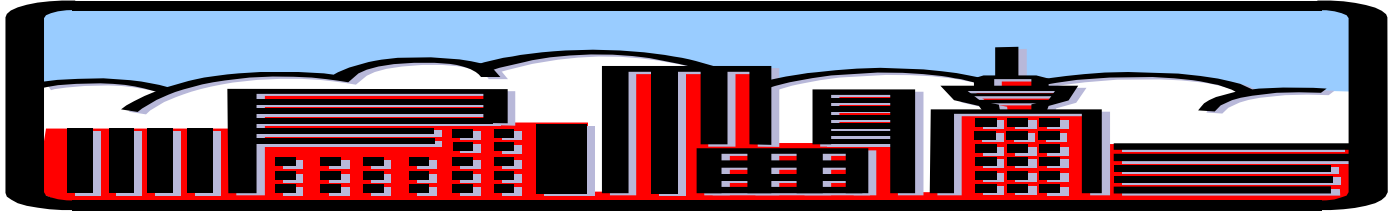
CARROLL COUNTY SOLID WASTE MANAGEMENT COMMISSION
EXECUTIVE BOARD MEETING--UNOFFICIAL MINUTES

November 13, 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 Mike Schwabe, City of Breda; Harvey Dales, City of Manning; and Jeff Anthofer, City of Coon Rapids. Also attending were Bob Muhlbauer, Commission CPA; Mary Wittry, Director and Dan Halbur, Office Manager.
2. Agenda: Dales made the motion and Schwabe seconded to approve the agenda as presented. Motion carried, all voting aye.
3. Schwabe made the motion and Anthofer seconded to approve the minutes of the Executive Board meeting on October 17, 2018. Motion carried, all voting aye.
4. Dales reviewed the Bills Payable--see attached. Wittry went over the following: Bauer Built--\$1023.10--landfill truck tires & repairs; Bomgaars--\$1530.00--air compressor & supplies; Bonsall TV & Appliance--\$1897.00--intercom system; Electric Motor Service--\$508.80--baler motor; Foth--\$29137.98--general, fall sampling, cell design, maintenance building; Haley Implement--\$3329.97--4 tires & filters; Kolbeck--\$3674.00--tree/pallet grinding; MasterCard--\$664.30--fall conference rooms & heating system parts; Midwest Wholesale--\$538.67--poles; Moorhouse Ready Mix--\$743.75--concrete at recycling center; Napa--\$362.78--service jack & supplies; Omaha Neon Sign--\$11808.50--electronic sign; Polking Law Office--\$489.45--legal services; Team Services--\$529.00--density testing; Test America--\$8565.50--lab fees-fall sampling. Dales made the motion and Anthofer seconded to approve the bills as presented. Motion carried, all voting aye.
5. Halbur presented the financial report --see attached. Dales made the motion and Schwabe seconded to approve the financial report as presented. Motion carried, all voting aye.
6. Bob Muhlbauer provided an overview of the preliminary draft June 30, 2018 audit and regretfully notified the commission this concludes the three year agreement and will not be extended. Options will be provided for fiscal year 18/19 and beyond. Dales made the motion and Anthofer seconded to approve the June 30, 2018 draft as presented. Motion carried, all voting aye.
7. Building update: Wittry discussed services performed on pay application #5.
8. Construction update 5B/6: Wittry discussed two change orders submitted by JB Holland for expansion of south pad at the Recycling Center and leachate line repairs. Anthofer made the motion and Dales seconded to approve the two change orders. Motion carried, all voting aye.
9. Building demolition: Wittry discussed the ad to deconstruct the existing maintenance building and date bids are due, awarded and project completed.
10. Budget discussion: Wittry discussed items that will be included in the budget for next fiscal year.
11. Wittry informed the board that a request for proposal for the recycling center upgrade will be out in December and approved in January.
12. Recycling update: Wittry reported on market prices.
13. Other: None
14. Next meeting date: Tuesday, December 11, 2018 at 8:00 a.m.
15. Schwabe made the motion and Dales seconded to adjourn the meeting at 9:13 a.m. Motion carried, all voting aye.

Respectfully submitted by:

Daniel J Halbur



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

October 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
- Worked with office document purging
- Organized permanent retention files at new city hall office basement
- Discussions with financial advisor (PFM) on upcoming debt issuance
- City Hall/PD phone/voicemail issues
- Prepared FY 19/20 budget information for staff
- Continued to promote wellness initiatives (Carroll County Wellness Coalition and City wellness program)
 - Wellness Coalition Meeting – October 18
 - Wellness Meeting with Benefit Source – October 31 (new city wellness program)
 -

Activities planned for next month and other comments:

- Continue to work on delinquent water accounts/water issues
- Draft financial policies
- Prepare FY 17/18 audit MD&A
- Work with bonding attorney (Ahlers) and financial advisors (PFM) on debt issuance
- Prepare financial department operating budget for FY 19/20
- Continue to promote wellness program with employees
 - Wellness Coalition Meeting – November 15
 - Wellness Meeting with Benefit Source – November 12 (new city wellness program)

Accomplishments of particular note:

- 316 utility bills and statements were emailed in October 2018.

Fire Department

As reported by Greg Schreck, Fire Chief

Routine Activities for the month:

The Department responded to nine calls for service and held three training sessions in October.

Firefighters conducted truck and equipment checks and conducted door-to-door Firefighters Dance Ticket Sales in October. The Department also conducted the annual Fire Prevention Poster Contest for local 3rd, 4th and 5th grade students. First place poster selected by the Department's Fire Prevention Committee will be forwarded to the Iowa Firefighters Association for judging at the state level. State winners will be announced in May of 2019.

Tours of Fire Station were conducted for approximately 250 to 300 pre-school and kindergarten students during Fire Prevention Week. The kids took great interest in seeing all of the trucks and equipment used by the Department. Students also learned some important fire safety rules for use in the home, including regular checks of their smoke detectors.

In addition, we had approximately 16 Carroll High and Kuemper sophomore students interested in entering into the field of public safety, sign up for a Career Pathways Program This program was sponsored by the local Des Moines Area Community College). They visited the Fire Station and received an informative talk by Chief Schreck regarding the firefighter requirements and operations.

Run Report for October:

Alarm Date	Alarm Location	Incident Type
10/01/2018	1024 E 12 th St	False alarm
10/02/2018	825 W 10 th St	Reported smell of smoke – nothing found
10/16/2018	1750 E Highway 30	Vehicle fire
10/17/2018	1829 Industrial Park Rd	Trash fire
10/17/2018	510 N Adams	Natural gas leak
10/19/2018	A-Ave and Highway 30, Ralston	Vehicle collision
10/22/2018	1500 Blk of Highland Dr	False alarm
10/23/2018	1835 N Randall Rd	Alarm malfunction
10/25/2018	20027 Kittyhawk Ave	Vehicle collision

Police Department

As reported by Brad Burke, Police Chief

Routine Activities for the month:

The Police Department hosted a self-defense course for women at the Carroll Rec Center on the 2nd. This training was put together as a result of the homicide of two Iowa females over the last few months. Around 50 participants were taught skills to help defend themselves if put in a life and death situation.

On the 3rd, McDonald's hosted the National Coffee with a Cop event at their store. CPD has done these in the past but never participated in a National Event. Look for more of these in the coming months.

Lead the homecoming parade for Carroll High School on the 5th.

Testing was competed on the 5th for new police officers. Testing consisted of a written test and fitness test as well as interviews with the Field Training Officers. The finalist were then taken to the Civil Service Commission on the 29th for certification along with interviews with command staff. The Civil Service Commission has certified a list of 6 applicants. This list is valid for one year and any of those 6 can be hired to fill opening on the department during that time.

Sergeant JJ Schreck attended the Iowa Law Enforcement Academy (ILEA) from the 15th through the 19th for Field Training school. She is now certified as a field training officer (FTO) and will oversee the FTO program.

On the 24th Officer Kenny Bensley was recertified as an Oleoresin Capsicum (OC) instructor. OC or pepper spray is carried by the officers and used to subdue individuals who are combative or violently attacking others.

Offense Summary

CARROLL POLICE DEPARTMENT OFFENSE SUMMARY

Offenses	Incidents		
	October 2018	October 2017	October 2016
Forcible Rape			1
Forcible Fondling			
Incest			
Aggravated Assault			1
Domestic Violence			
Simple Assault	6	1	5
Domestic Abuse	4	4	2
Burglary/B&E	2	1	2
Shoplifting	4	3	4
Theft from Vehicle	5	4	3
Theft Vehicle Part	3		
Theft of Bike	1	1	
Theft from Building	5	2	4
Other Larceny	1		1
Motor Vehicle Theft	4	3	2
Arson			
Counterfeit/Forgery	3	1	1
Credit/ATM Fraud	1	2	1
Identify Theft	1	1	
Bad Checks	1	4	
Stolen Property			1
Vandalism			
Vandalism: Business	1	1	3
Vandalism: Residence		3	7
Vandalism: Vehicle	3	1	17
Vandalism: School	1	1	
Vandalism: Other	1		1
Weapon Law Violation			1
Drug/Narc Violations	2	1	10
Drug Equipment Viol			
Drive Under Influence	1	1	1
OWI 2 nd	2	1	
OWI 3 rd			
Liquor Law Violation			
Under 21 BAC.02			
Drunkenness	5	3	2
Disorderly Conduct	2	2	2
Harassment	2		
All Other Offenses	1	1	2
False Information			
Trespassing	2	3	1
Runaway		1	
Missing Person			

Cruelty to Animal			
Found Person			1
Found Animal			
Found Property	1	4	2
Mental Case			
Unattended Death	1		1
Suicide			
Home Accident			
Animal Bite	1	1	1
Dispose of Animal			
Warrant Outside	10	4	6
Restraining Order			
1050F Traffic Accident		1	
10-50 PI Personal Injury	1	1	
10-50 PI MV Pedestrian			2
10-50 PI Car & Bike			1
10-50 PD Prop.	14	16	13
10-50 Car & Deer			
1050 PD: Hit and Run	2	2	2
1050 PD: City Vehicle			
1050 PD: Police Vehicle			
10-50 PD Under 1500	1	1	4
Assist Other Agency	1	1	1
Moving Violations			
Op After Revocation	1	5	1
Operate After Suspen	10	8	4
Miscellaneous Public	1		2
Total	108	90	116

10/01/2018 thru 10/31/2018

Citations	
Animal	0
Dark Windows	1
License Violation	17
Other	2
Violation (Parking)	7
Registration	15
Seatbelt	10
Tobacco	1
Traffic	66
Warning Notices	244
Loud Stereo	0
TOTAL	363

10/01/2018 thru 09/31/2018

Salvage Vehicle
Inspections: 18

Building Department

As reported by Perry Johnson, Building Official

Permits - By Class - By Type - October 2018

Class	Permit Type	Date Issued	Valuation	Permit #	Fee
<i>Agricultural</i>					
	Building	NONE			\$0.00
Agricultural Building Valuation Total:			\$0.00	Agricultural Building Fee Total: \$0.00	
Agricultural Valuation Total:			\$0.00	Agricultural Fee Total: \$0.00	
<i>Commercial</i>					
	Building	10/12/2018	\$3,313,600.00	180330	\$0.00
		10/12/2018	\$1,212,500.00	180331	\$0.00
Commercial Building Valuation Total:			\$4,526,100.00	Commercial Building Fee Total: \$0.00	
	Electrical	10/12/2018		180329	\$57.28
		10/26/2018		180344	\$36.44
				Commercial Electrical Fee Total: \$93.72	
	Mechanical	10/02/2018		180320	\$42.26
		10/02/2018		180322	\$44.26
		10/23/2018		180334	\$62.15
		10/23/2018		180335	\$58.36
				Commercial Mechanical Fee Total: \$207.03	
	Plumbing	10/02/2018		180321	\$48.50
		10/02/2018		180323	\$68.50
		10/12/2018		180325	\$30.50
		10/12/2018		180327	\$27.00
		10/23/2018		180333	\$58.00
				Commercial Plumbing Fee Total: \$232.50	
	Right of Way	10/02/2018		180319	\$25.00
				Commercial Right of Way Fee Total: \$25.00	
	Sign	10/02/2018		180303	\$75.00
		10/11/2018		180324	\$30.00
		10/30/2018		180346	\$45.00
		10/30/2018		180347	\$30.00
				Commercial Sign Fee Total: \$180.00	
Commercial Valuation Total:			\$4,526,100.00	Commercial Fee Total: \$738.25	

Residential					
Building					
	10/23/2018	\$0.00		180332	\$35.00
Residential Building Valuation Total:		\$0.00	Residential Building Fee Total:	\$35.00	
Electrical					
	10/12/2018			180328	\$35.88
	10/23/2018			180336	\$87.00
	10/23/2018			180339	\$35.88
	10/26/2018			180343	\$33.25
	10/26/2018			180345	\$50.48
				Residential Electrical Fee Total:	\$242.49
Mechanical					
	10/23/2018			180337	\$28.13
	10/23/2018			180338	\$34.76
				Residential Mechanical Fee Total:	\$62.89
Plumbing					
	NONE				\$0.00
				Residential Plumbing Fee Total:	\$0.00
Right of Way					
	10/12/2018			180326	\$25.00
	10/23/2018			180340	\$25.00
	10/26/2018			180341	\$25.00
	10/26/2018			180342	\$1,545.00
				Residential Right of Way Fee Total:	\$1,620.00
Sign					
	NONE				\$0.00
				Residential Sign Fee Total:	\$0.00
Residential Valuation Total:		\$0.00	Residential Fee Total:	\$1,960.38	
Valuation Grand Total:		\$4,526,100.00	Fee Grand Total:	\$2,698.63	

Permits - YTD - through October 2018

Class	Permit Type	Valuation		Fee
<i>Agricultural</i>				
	Building	\$113,800.00		\$0.00
	Agricultural Valuation Total:	\$113,800.00	Agricultural Fee Total:	\$0.00
<i>Commercial</i>				
	Building	\$7,480,700.00		\$9,770.50
	Electrical			\$1,670.65
	Mechanical			\$395.38
	Plumbing			\$1,074.00
	Right of Way			\$740.50
	Sign			\$435.00
	Commercial Valuation Total:	\$7,480,700.00	Commercial Fee Total:	\$14,086.03
<i>Residential</i>				
	Building	\$6,343,741.37		\$21,305.67
	Electrical			\$3,063.09
	Mechanical			\$1,149.08
	Plumbing			\$1,535.00
	Right of Way			\$4,165.00
	Sign			
	Residential Valuation Total:	\$6,343,741.37	Residential Fee Total:	\$31,217.84
Valuation Grand Total:		\$13,938,241.37	Fee Grand Total: \$45,303.87	

Public Works

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

Routine Activities for the month:

Division: Streets: Tom Weber, Street Superintendent

- Excavated two graves for Cemetery.
- Placed 122.75 cubic yards of concrete for street repairs and ROW permits.
- Hauled sweepings to landfill.
- Maintained signs and signals.
- Swept leaves.
- Painted lines in CBD after Streetscape sections were completed.
- Division Safety Meeting: Working with Concrete Safety; October 1, 2018.

Division: Water: Terry Kluver, Water Superintendent

- Water production:
 - Monthly Total: 30.636 million gallons
 - Daily Average: .988 million gallons
 - Daily Maximum: 1.271 million gallons
- Completed 199 Iowa One Call locate requests.
- Meter Department
 - 152 service orders.
 - 4 delinquents.
 - 2 rereads.
 - 0 stuck meters.
- Division Safety Meeting: Annual Hearing Tests; October 22, 2018.

Division: Sean Kleespies: Wastewater Superintendent

- Wastewater treatment:
 - Monthly Total: 84.109 million gallons
 - Daily Average: 2.713 million gallons
 - Daily Maximum: 5.690 million gallons
- Performed laboratory analysis.
- Completed DNR Monthly Operating Report.
- Daily plant sampling and operations.
- Division Safety Meeting: "Lockout/Tagout; October 26, 2018.

Special Activities/Accomplishments of particular note:

Division: Streets: Tom Weber, Street Superintendent

- Assisted with moving of City Hall shelving & files.
- Assisted Water Division with installation of a new fire hydrant, October 11, 2018.
- Assisted Water Division with installation of a new fire hydrant, October 25, 2018.

Division: Water: Terry Kluver, Water Superintendent

- Installed replacement fire hydrant and valve at Carroll Street and 8th Street.
- Installed replacement fire hydrant and valve at Bluff Street and Carroll Street.
- Chemically treated Well #17.
- Devin Pudenz passed the Grade 2 Water Treatment and Grade 2 Water Distribution exam.

Division: Sean Kleespies: Wastewater Superintendent

- Repaired Final Clarifier #2 gear box.
- Routine maintenance on Jet/Vac.
- Repaired Primary Sludge pumps #2 and #3.
- Travis Boell worked on the heating units for the preliminary building.
- No sanitary sewer back-ups for the month.
- Routine maintenance on sanitary sewer system by Jet/Vac.
- Matt Riedell repaired the heating unit in the garage.
- Installed LED lighting in all buildings.

Activities planned for next month and other comments:

Division: Streets: Tom Weber, Street Superintendent

- Put up snow fence.
- Plow and sand, as needed.
- Street repairs; ROW permits.
- Sweep leaves.
- Haul sweepings to landfill.
- Haul rock to shoulders.
- Take delivery of new medium duty truck and snow plow.
- Put up Christmas lights downtown.

Division: Water: Terry Kluver, Water Superintendent

- Prepare F.Y. 18 – 19 Budget requests.
- Install three (3) fire hydrant extensions.
- Start working on winter checklist for 490 fire hydrants.

Division: Sean Kleespies: Wastewater Superintendent

- Laboratory Analysis.
- DNR Monthly Operating Report.
- Perform preventative maintenance on equipment.
- Jet/Vac sanitary sewers.
- CCTV sanitary sewers that will be in next year's Streetscape project.
- Sludge lagoon hauling by E & F Custom Pumping.
- Drain Digester #2 to inspect the gas dome.

CAPITAL PROJECT STATUS SUMMARY – 10-12-18

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.	\$65,765.00				10-14-18	
Streambed Stabilization		FY 17	FY16	\$385,000	2018							
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
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	
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.	\$412,500.00	04-14-14	\$351,402.82			Design & Construction
						Dixon Const. Co.	\$1,449,835.78	04-02-18	\$979,551.05		118 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	\$143,765.45			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
Downtown Streetscape Phase 9	2017 On-going	FY18	FY18	\$1,340,500	2018	Confluence	\$109,101.00	10-23-17	\$96,718.35	18%	05-18	
						Badding Constr. Co.	\$1,707,342.05	05-29-18	\$701,579.90		11-16-18	
Well and Transmission Main	2014	FY 16	FY16			JEO Consulting Group, Inc.	\$324,000.00	07-28-14	\$327,680.61	95%		Contract Completion 11-30-15
Transmission Main – Group A	2014	FY 16	FY16			Drake Construction, L.C.	\$790,134.07	03-23-14	\$751,752.95			
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
Wastewater Treatment Plant Disinfection Improvements	2017	FY18	FY18	\$1,000,000	2020	Veenstra & Kimm, Inc.	\$73,500		\$2,703.44			
Wastewater Treatment Plant Sludge Handling			FY19	\$330,000		Veenstra & Kimm, Inc.	\$18,800		\$10,624.25			
Street Resurfacing 2019	On-going	FY 19	FY 19	\$700,000	2019	JEO Consulting Group, Inc.	\$88,100.00 + Hourly	10-08-18			2019	Design Const. Service

Parks and Recreation

As reported by Jack Wardell, Parks and Recreation Director

Routine Activities for the month:

Golf: Scott Haakenson, Golf Superintendent

- Mowed tees 5 times
- Mowed fairways 5 times
- Mowed collars 5 times
- Mowed greens 6 times
- Rolled greens 2 times
- Mowed rough as needed
- Mulched leaves
- Serviced equipment as needed
- Sprayed greens as needed
- Cut cups 5 times

Cemetery: John Snyder, Cemetery Sexton

- Took care of three funerals with two of them being cremation burials. One of the cremations was a private service, so all monies due to the city for work performed were collected at that time. All three services were performed during regular working hours
- Mulched leaves and mowed daily
- Backfilled numerous graves
- Fall grass seeded
- Pulled all annual flower gardens
- Cut back all perineal gardens
- Trimmed lower branches on some trees
- Did all records and related cemetery paperwork as needed
- Sold graves when needed
- Assisted anybody asking for help locating graves
- Picked up sticks daily
- Emptied garbage cans daily
- Edged all outside curbs and all sidewalks in and outside of cemetery

Aquatic Center/Recreation Center: Jessi Harmon, Aquatic & Fitness Specialist

- LG Schedule
- CRO Schedule
- LG Meeting (10-14)
- Tuesday AM Office Meeting

Recreation Center: Joel Cortum, Program Specialist

- Took down soccer goals, flags
- Sent out end of season surveys
- Organized/washed fall sports equipment

Special Activities/Accomplishments of particular note:

Golf: Scott Haakenson, Golf Superintendent

- Spread fall fertilizer on tees and fairways
- Sprayed fall herbicide on tees fairways and roughs
- Brought in cleaned and put away fountain out of 7 pond
- Strung rope in wet areas after rain event

Cemetery: John Snyder, Cemetery Sexton

- Worked with American Legion on getting electricity run to Veterans Circle, and putting up a new flag pole. Hopefully this will be completed by winter.

Aquatic Center/Recreation Center: Jessi Harmon, Aquatic & Fitness Specialist

- ServeSafe 10-11
- Carroll PE Meeting- Discuss Feb. Swim lessons 10-24
- Swim Lessons – Sundays 4:30-6:45
- Romp & Read Meeting 10-8

Recreation Center: Joel Cortum, Program Specialist

- Mobile Museum
- Fall Tailgate

Activities planned for next month and other comments:

Golf: Scott Haakenson, Golf Superintendent

- Spread fertilizer on greens
- Blow out irrigation
- Spray snow mold app on greens
- Top-dress greens

Cemetery: John Snyder, Cemetery Sexton

- Regular fall schedule

Aquatic Center/Recreation Center: Jessi Harmon, Aquatic & Fitness Specialist

- Iowa West Swim Conference Meeting 11-5
- Certified Pool Operator Class 11-6,7 (Cedar Rapids)
- Lifeguard Instructor Course 11-9,17,18 (Des Moines)
- Iowa Parks and Rec Leadership Institute 11-13,14 (Webster City)

Recreation Center: Joel Cortum, Program Specialist

- Turkey Shoot
- Jingle Bell Run
- Iowa Parks and Rec Leadership Institute 11-13,14 (Webster City)



Director's Report October 2018

As reported by Rachel Van Erdewyk, Library Director

Program Attendance:

Tech Help Friday	20
Children's Library Programs	196
Children's Program Outreach	552
Diane's Read Aloud	231
Crafty Library Ladies	74
Our Neighbors, the Amish	43

Monthly Statistics:

Total Print Circulation:	9,120
BRIDGES Circulation:	923
Consumer Reports:	307
Public Computer Use:	578
Wi-Fi Use:	198
Website Visits	3,220
Gale Databases:	11
Global Road Warrior Page Views:	6
Learning Express Resources:	0
Freegal Music Downloads:	480
Transparent Language:	54
Chilton Auto Manual	0
ABC Mouse Sessions:	0
Zinio Digital Magazine Circulation:	48
Daily Times Herald Page Views:	4,069
Lynda.com	0

Total Program Attendance 1,116

Monthly Door Count 5,397

Total Resources Utilized 19,014

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 with book visits to the various daycares in the area.

- 2) **Adult & Teen Programs:** Adult programs continued this month with the regular monthly schedule of Tech Help Fridays, and the Crafty Library Ladies. The library had its first adult program in the temporary location with Our Neighbors, the Amish. Don and Diane Kramer discussed in depth the practices and beliefs of the Amish. Various Amish dishes and desserts were provided as well with this program. This program was well attended with 43 participants.

- 3) **Temporary Library Location Open:** The temporary library location was able to open on Monday, October 1 as advertised. Since opening we have received many phone calls from people asking where we are located and people have been finding us with the signage posted on Hwy 30 directing them to temporary location. Hopefully people will continue to find us and come visit!

- 4) View upcoming events on the library's Google calendar at www.carroll-library.org by clicking on the Calendar of Events link on the home page or on Facebook.
 - Hugo Kringle Christmas Songs and Stories (children's program):
Friday, December 28 from 5-6 pm