



City Manager's Monthly Activity Report

Gerald L. Clausen, City Manager

March 2015

City of *Carroll*

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

Finance Department

As reported by Laura Schaefer, City Clerk/Finance Director

Routine Activities for the month:

- Dealt with water issues/collections
- Filed FY 2016 budget with State and County Auditor
- Attended Library Steering Committee meeting – March 26
- Worked with PFM and Ahlers & Cooney to issue refunding capital loan notes
- Attended West Central IA Clerks Association Meeting – March 12 (Denison)
- Scheduled and attended a seminar about sleeping disorders presented by St. Anthony Regional Hospital – March 25
- Continued to promote wellness initiatives (Carroll County Wellness Coalition and City wellness program)
 - Continued efforts to promote the 2015 Live Health Iowa 10 Week Challenge
 - Continued planning for LHI 5K – April 11 at Swan Lake

Activities planned for next month and other comments:

- Continue to work on delinquent water accounts/water issues
- Continue to explore technology advances: paperless agenda
- Draft financial policies
- Attend Library Steering Committee meeting – April 9 & 30
- Attend IA Municipal Finance Officers Association Meeting – April 15-17 (Des Moines)
- Continue to promote wellness program with employees
 - Attend Carroll County Wellness Coalition Meetings – planning for the LHI 5K
 - Schedule wellness programs for employees through St. Anthony Regional Hospital – blood profiles & cholesterol seminar

Accomplishments of particular note:

- 82 utility bills were emailed to customers in March 2015

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 March.

Firefighters were given a two-hour refresher training in CPR. The Carroll County Ambulance Service provided the hands-on and classroom training for Department members. Firefighters finished up annual testing of our smaller diameter fire hose and will test the larger water supply hose in April.

Accomplishments of particular note:

Chief Schreck attended the Carroll County Emergency Preparedness Collation Meeting on March 24th. Disaster drill planning for this year's training scenario was discussed and moved forward. Each year the various emergency response agencies stage a large scale emergency incident with multiple injuries and various circumstances as a test to better train ourselves in handling large scale emergencies.

Chief Schreck also made a presentation on Fire Department operations at the Seniors and Law Enforcement Together (SALT) meeting. There were many good questions about the Department, fire prevention and what life-safety actions to take in the event of fire.

Run Report for March:

Alarm Date	Alarm Location	Incident Type
03/06/2015	424 W 14 th Street	Fluorescent light ballast overheated
03/13/2015	Hwy 30 & Market Street	Vehicle collision
03/15/2015	210 th & Velvet Avenue	Vehicle collision
03/16/2015	19111 Kittyhawk Avenue	Odor of smoke
03/20/2015	170 th & Phoenix Avenue	Unauthorized controlled burn
03/21/2015	1420 US Highway 71 North	Dumpster fire
03/21/2015	909 Simon Avenue	House fire
03/30/2015	1211 US Highway 30 West	Trash fire
03/30/2015	610 East 18 th Street Apt. F-3	Stove fire

Police Department

As reported by Jeff Cayler, Police Chief

Routine Activities for the month:

Union negotiations were completed and a tentative agreement was reached on a package deal. The union has signed the agreement and it is anticipated that the City Council will approve the agreement at the April 13, 2015 meeting. Significant movement was seen on employee contributions to health insurance premiums in exchange for one-time wage concessions. As a result, employees will now assume a greater share of the risk in the event we experience significant increases to premiums.

Chief Cayler attended budget hearings for the Carroll County E911 Service Board and the Carroll County Emergency Management Commission on February 19. Chief Cayler serves as the Chair of both groups. Both budgets were approved and have been submitted to the County and the State.

Chief Cayler applied for and was awarded a \$100,000 grant on behalf of the Carroll County E911 Service Board. This money will be used to purchase and install mapping software that will integrate with the existing computer aided dispatch software. This software will benefit all emergency responders throughout the County.

Officer Ferrin began nine weeks of intermediate training at Hawkeye Community College in Waterloo on March 9. Upon completion he will undergo several weeks of field training with department staff and should be able to work solo sometime during the month of June.

Sergeant Burke attended a two-day dignitary protection school at Camp Dodge that was sponsored by the United States Secret Service. With elections coming up and candidates already starting to visit Iowa we felt that it was important for another supervisor to obtain this training. Chief Cayler has attended several similar schools in the past but will be retiring in June and will miss most of the pre-election campaigning, etc.

The police department participated in a railroad crossing enforcement project with the Union Pacific Railroad on March 24. The Sheriff's Department and State Patrol also participated. One officer road the train and others were stationed near each of the at-grade crossings through the city.

DARE graduation was held at St. Lawrence School on March 30. Approximately eighty students participated in the DARE training at St. Lawrence this year. Officer Bellinghausen has been our DARE instructor for approximately fifteen years and is the immediate past president of the Iowa DARE association.

Two new police cars were purchased by the police department during the month of March. The department now has five all-wheel drive patrol cars and one all-wheel drive mid-size SUV.

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

Offense Summary

CARROLL POLICE DEPARTMENT OFFENSE SUMMARY

Reported: March 1 THRU March 31, 2015

Offenses	Incidents Reported
Simple Assault	3
Domestic Abuse	1
Burglary/B&E	1
Shoplifting	3
Theft from Building	3
Counterfeit/Forgery	1
Credit/ATM Fraud	1
Identity Theft	1
Vandalism: Business	2
Vandalism: Residence	4
Vandalism: Vehicle	2
Drug/Narc Violations	6
Drug Equipment Violations	2
Drive Under Infl	2
OWI 3 rd	1
Liquor Law Violation	1
Drunkenness	2
Disorderly Conduct	2
Trespassing	1
Runaway	2
Found Property	1
Animal Bite	1
Warrant Outside	3
10-50PI	2
10-50PD	9
1050 PD: Hit and Run	3
Under 1500	2
Op After Revocation	1
Operate After Suspen	6
Miscellaneous Public	5
Total	74

Citations	
Dark Windows	0
License	11
Other	2
Parking Violation	28
Registration	23
Seatbelt	16
Tobacco	3
Traffic	55
Warning	210
TOTAL	348

Salvage Vehicle
Inspections: 29

Building Department

As reported by Perry Johnson, Building Official

Agricultural

Building

NONE

\$0.00

\$0.00

Agricultural Building Valuation Total:

\$0.00

Agricultural Building Fee Total:

\$0.00

Agricultural Valuation

Total:

\$0.00

Agricultural Fee Total:

\$0.00

Commercial

Building

03/11/2015

\$68,750.00

150050

\$343.00

03/18/2015

\$41,600.00

150055

\$248.50

03/26/2015

\$180,000.00

150063

\$641.00

Commercial Building Valuation Total:

\$290,350.00

Commercial Building Fee Total:

\$1,232.50

Electrical

03/04/2015

150040

\$143.85

03/26/2015

150065

\$49.13

03/27/2015

150070

\$59.38

Commercial Electrical Fee Total:

\$252.36

Mechanical

03/04/2015

150045

\$32.88

03/31/2015

150077

\$55.02

03/31/2015

150079

\$53.64

Commercial Mechanical Fee Total:

\$141.54

Plumbing

03/04/2015

150044

\$40.50

03/18/2015

150061

\$55.00

03/31/2015

150076

\$62.50

03/31/2015

150078

\$48.50

Commercial Plumbing Fee Total:

\$206.50

Right of Way

03/04/2015

150043

\$25.00

Commercial ROW Fee Total:

\$25.00

Sign

03/11/2015

150048

\$45.00

03/11/2015

150053

\$30.00

03/11/2015

150054

\$5.00

03/26/2015

150067

\$15.00

Commercial Sign Fee Total:

\$95.00

Commercial Valuation Total:

\$290,350.00

Commercial Fee Total:

\$1,952.90

Residential

Building

03/04/2015	\$152,560.00	150042	\$572.00
03/11/2015	\$40,000.00	150052	\$244.00
03/18/2015	\$45,000.00	150058	\$262.00
03/18/2015	\$3,000.00	150060	\$34.50
03/26/2015	\$2,000.00	150064	\$28.00
03/26/2015	\$10,000.00	150068	\$78.00
03/27/2015	\$40,000.00	150071	\$240.00
03/27/2015	\$200,000.00	150072	\$731.00
03/31/2015	\$1,200.00	150074	\$28.25
03/31/2015	\$3,000.00	150075	\$40.75

Residential Building Valuation Total: \$496,760.00 Residential Building Fee Total: \$2,258.50

Electrical

03/04/2015		150041	\$90.00
03/06/2015		150046	\$35.88
03/11/2015		150047	\$35.88
03/11/2015		150049	\$35.88
03/11/2015		150051	\$38.80
03/18/2015		150056	\$35.88
03/18/2015		150057	\$57.88
03/26/2015		150066	\$97.00
03/27/2015		150069	\$40.00

Residential Electrical Fee Total: \$467.20

Mechanical

03/31/2015		150081	\$53.26
03/31/2015		150083	\$28.63

Residential Mechanical Fee Total: \$81.89

Plumbing

03/31/2015		150080	\$68.50
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Residential Plumbing Fee Total: \$68.50

Right of Way

03/18/2015		150059	\$25.00
03/18/2015		150062	\$25.00
03/27/2015		150073	\$25.00
03/31/2015		150082	\$25.00

Residential Right of Way Fee Total: \$100.00

Sign

NONE			\$0.00
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Residential Sign Fee Total: \$0.00

Residential Valuation

Total: \$496,760.00 Residential Fee Total: \$2,976.09

Valuation Grand Total: \$787,110.00 Fee Grand Total: \$4,928.99

Permits - YTD – through March 2015

Class	Permit Type	Valuation		Fee
<i>Agricultural</i>				
	Building	\$0.00		\$0.00
Agricultural Valuation Total:		\$0.00	Agricultural Fee Total:	\$0.00
<i>Commercial</i>				
	Building			\$3,831.50
	Electrical	\$5,617,530.00		\$640.38
	Mechanical			\$215.31
	Plumbing			\$292.00
	Right of Way			\$50.00
	Sign			\$530.00
Commercial Valuation Total:		\$5,617,530.00	Commercial Fee Total:	\$5,559.19
<i>Residential</i>				
	Building			\$2,957.00
	Electrical	\$657,494.90		\$962.47
	Mechanical			\$201.79
	Plumbing			\$308.00
	Right of Way			\$150.00
	Sign			\$0.00
Residential Valuation Total:		\$657,494.00	Residential Fee Total:	\$4,579.26
Valuation Grand Total:		\$6,275,024.90	Fee Grand Total:	\$10,138.45

Public Works

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

Routine Activities for the month:

Division: Streets; Tom Weber, Street Superintendent

- Excavated six graves for Cemetery.
- Patched potholes.
- Placed salt brine on streets before one snow/ice event.
- Sanded/salted streets for one snow event.
- Assisted the Water Division with a fire hydrant replacement on March 13th.
- Assisted the Water Division with a fire hydrant replacement on March 24th.
- Trimmed trees for street clearance.
- Bladed all alleys.
- Removed all snow fence.
- Maintained all traffic lights and signs.
- Division Safety Meeting: March 30, 2015, Work Zone Safety (Bob Bauer, Kevin Hoffman & Kurt Mosman) in Ames, IA.

Division: Water; Terry Kluver, Water Superintendent

- Water production:
 - Monthly Total: 29.956 million gallons
 - Daily Average: 0.966 million gallons
 - Daily Maximum: 1.230 million gallons
- Completed 103 Iowa One Call locate requests.
- Meter Department
 - 95 service orders.
 - 23 delinquents.
 - 5 rereads.
 - 3 stuck meters.
 - 1 high water bill.
 - 1 leaky meter.
- Division Safety Meeting: March 30, 2015, Terry Kluver and Jared Hays attended a Work Zone Safety Workshop in Ames. On March 31, 2015, attendees presented, to Water Plant personnel, the workshop principles and the importance of using proper methods for safe and efficient temporary traffic control devices at worksites.

Division: Sean Kleespies, Wastewater Superintendent

- Wastewater treatment:
 - Monthly Total: 33.355 million gallons
 - Daily Average: 1.076 million gallons
 - Daily Maximum: 1.229 million gallons

- Performed laboratory analysis.
- Cleaned sanitary sewer collection system pursuant to schedule.
- Cleaned storm sewers.
- Completed DNR Monthly Operating Report.
- Division Safety Meeting: Talked with fire chief on the safety program. We will do “Hazardous Weather Training” for the up-coming spring storms.

Special Activities/Accomplishments of particular note:

Division: Streets; Tom Weber, Street Superintendent

- Tom Weber attended the AWWA Spring Conference in Des Moines on March 26.
- Bob Bauer, Kevin Hoffman & Kurt Mosman attended the Work Zone Safety Workshop in Ames on March 30.
- Kurt Mosman and Jeff Warnke attended Clarke Mosquito training in Ames on March 31.
- Attended Iowa One Call Meeting in Carroll on February 24th.

Division: Water; Terry Kluver, Water Superintendent

- Randy Wolterman attended the 2015 Spring Training Conference in Cherokee on March 10, 2015 and an Operator Compliance Workshop in Oakland on March 12, 2015.
- Jared Hays attended the Iowa Association of Municipal Utilities Advanced Water Treatment class in Ankeny on March 4, 2015.
- Excavated and repaired fire hydrant at Hwy. 30 & East Street after vehicle damage. Excavated and repaired fire hydrant at Maple Street & Walnut Street after semi-trailer damage.
- Placed Well #17 on line after rehabilitation.

Division: Sean Kleespies, Wastewater Superintendent

- Cleaned final clarifier Number 2 and remove broken coating from the floor.
- Finished monthly maintenance schedule.
- Cleaned primary clarifier Number 1.
- Completed Monthly Operation Report
- Jet/Vac storm sewers.
- Televised main sanitary sewer on Main Street from 6th Street to 7th Street for broken service connection.
- Training for Jerry Dentlinger and Superintendent in the laboratory.

Activities planned for next month and other comments:

Division: Streets; Tom Weber, Street Superintendent

- Finish trimming trees.
- Clean road ditches on W. 6th Street.
- Finish blading alleys.
- Start removing snow equipment.
- Replace broken curb sections in CBD.
- Have annual inspection performed on Aerial Lift Truck and chain hoist.
- Pothole patch.

Division: Water; Terry Kluver, Water Superintendent

- Work with contractor on service cleaning and inspection of Water Tower and Reservoir.
- Work with contractor on Water Supply Well Transmission Main Improvement project.
- Obtain permit-required samples for Nitrate.
- Chemically treat Well #15.
- Terry Kluver will attend the Consumer Confidence Report workshop in Ankeny on April 14, 2015.

Division: Sean Kleespies, Wastewater Superintendent

- DNR Monthly Operating Report.
- Jet/Vac collection system pursuant to schedule
- Perform preventative maintenance on equipment.
- Work on safety audit items.

CAPITAL PROJECT STATUS SUMMARY – 04-17-15

PROJECT				ANTICIPATED		CONTRACT DATA						
Name	Action Plan	CIP	Budget	Estimated Cost	Projected Completion	Contractor	Contract Cost	Start Date	Expenditure	% Complete	Completion Date	Notes
Develop a Revised Plan for the Library with a Specific Budget	2012	2013		\$20,000								
Sanitary Sewer System Evaluation Survey		2013	2012	\$450,000	2013							
Water Supply Expansion		2013		\$750,000		Veenstra & Kimm, Inc.	\$4,900.00	06-29-06	\$2,187.00	100%	08-31-06	
Water Well Study				\$900,000		JEO Consulting Group, Inc.	\$19,500.00	04-23-12	\$9,930.00	100%	08-22-12	
Water Test Well Program						JEO Consulting Group, Inc.	\$7,500.00	08-27-12	\$7,590.00	100%	03-27-13	
Well and Transmission Main						Layne	\$20,440.00	01-14-13	\$110,719.00	100%	03-31-13	Plus Add Item
Test Well Program						JEO Consulting Group, Inc.	\$324,000.00	07-28-14	\$187,199.40		11-20-15	
Transmission Main – Group A						Cahoy Pump Service	\$33,820.00 +	11-24-14	\$17,399.25			\$12,440.00 Alternate 1
Water Supply Wells – Group B						Drake Construction, L.C.	\$752,719.00	03-23-14			11-30-15	
Grant Road Watermain Abandonment		2013	2013	\$5,000	2013	Sargent Drilling	\$1,194,699.74	03-23-14			11-30-15	
						JEO Consulting Group, Inc.	\$14,500.00	09-24-12	\$23,365.00		02-25-13	
						Scheck's Plumbing & Heating	\$53,615.00		\$49,743.15		08-01-13	

PROJECT				ANTICIPATED		CONTACT DATA						
Project Name	Action Plan	CIP	Budget	Estimated Cost	Projected Completion	Contractor	Contract Cost	Start Date	Expenditure	% Complete	Completion Date	Notes
R.R. Watermain Crossings		2013	2013	\$35,000	2013	JEO Consulting Group, Inc.	\$23,500.00	09-24-12	\$34,420.00		02-25-13	
						Synergy Contracting, Inc.	\$102,775.20		\$94,206.18			
Street Resurfacing 2013		2013	2013	\$75,000	2013	JEO Consulting Group, Inc.	\$60,800.00 +	09-24-12	\$43,848.36		11-15-13	Plus Hourly Construction Services
						Godbersen-Smith Construction Co.	\$555,808.75		\$563,827.37		95%	
US 30 – Grant Road Intersection	2014					Snyder & Associates, Inc.	\$4,900.00	07-22-13	\$4,900.00		08-15-13	TSIP Application
						Snyder & Associates, Inc.	\$82,900.00	04-14-14	\$36,680.00		Design	
Downtown Streetscape Phase 7		2013	2013	\$60,000	2013	Confluence	\$57,250.00	09-09-13	\$74,696.23		04-14	Design Completion
						Badding Construction Company	\$772,058.03	04-28-14	\$711,395.05		95%	
Street Resurfacing 2014						JEO Consulting Group, Inc.	\$136,750.00 +	09-09-13	\$140,805.00		03-10-14	Plus Hourly Construction Services Design Completion
						Ten Point Construction Co., Inc.	\$1,116,681.53	04-14-14	\$940,360.65		11-15-14	
Van Meter Addition U.S. 71 Watermain						King Construction	\$35,456.50	10-13-14	\$33,683.68	95%	11-14-14	
Street Resurfacing 2015						JEO Consulting Group, Inc.	\$116,300.00 +	11-10-14	\$87,000.00		04-15	Plus Hourly Construction Services Design Completion

PROJECT				ANTICIPATED		CONTACT DATA						
Project Name	Action Plan	CIP	Budget	Estimated Cost	Projected Completion	Contractor	Contract Cost	Start Date	Expenditure	% Complete	Completion Date	Notes
Downtown Streetscape Phase 8						Confluence	\$65,000.00	11-10-14	\$16,447.75		05-15	Design Completion
Trails Plan	2014			\$25,000	06-14	Shive Hattery	\$20,000.00	10-12	\$12,000.00	85%	07-01-14	Plan Adopted
Recreation Center	2014											

Parks and Recreation

As reported by Jack Wardell, Parks and Recreation Director

Routine Activities for the month:

Parks: Scott Parcher, Parks Superintendent

- Clean all park areas
- Sand and paint picnic tables
- Cut roses and clean up beds downtown
- Cut all ornamental grasses
- Equipment maintenance
- Move snow and ice from sidewalks
- Trim shrubs and trees

Golf: Dan Smith, Golf Superintendent

- Sharpened reels and bed knives on 3 Toro fairway gang mowers
- Sanded and painted 9 ball washers
- Serviced and put mowers on Jacobsen tee mower
- Serviced E-Z-GO workhorse
- Serviced E-Z-GO utility cart
- Serviced orange Cushman
- Serviced green Cushman
- Serviced 2008 Jacobsen greens mower
- Serviced 1988 Jacobsen greens mower
- Serviced John Deere 1445 rough mower
- Adjusted and put mowers on John Deere greens mower

Cemetery: John Snyder, Cemetery Sexton

- Tended to five interments
- Started hiring part time help
- Started cleaning leafs around boulder wall and mulching them
- Emptied garbage cans daily
- Repaired and replaced throttle cable on Kubota 2880
- Backfilled 16 graves that settled
- Worked on actual layout of lots in numerous sections that occupied spaces and useable and unusable graves need to be verified for Deb, especially south end of block 11
- Took care of all grave sales and office work when needed
- Put winter equip away and cleaned equipment building for mowers
- Cleaned and prepped seats for Veterans circle
- Started repairing turf damage on curbs from snowplow
- Trimmed two trees
- Talked to Jack about mower replacement bids
- Picked up branches and sticks whenever time allowed

Leisure Services: Mike Mertes, Recreation Program Specialist

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

Building Maintenance: Andy Snyder, Building Maintenance Specialist

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

Special Activities/Accomplishments of particular note:

Parks: Scott Parcher, Parks Superintendent

- Electrical work in Graham

Golf: Dan Smith, Golf Superintendent

- Opened golf course on March 9
- Put out flag poles, tee makers and other course accessories

Cemetery: John Snyder, Cemetery Sexton

- Cemetery lot layout and inventory verification

Leisure Services: Mike Mertes, Recreation Program Specialist

- Spring Soccer Planning
- High School Indoor Soccer League
- Spring Soccer Coaches Meeting
- Business Sponsorship program

Building Maintenance: Andy Snyder, Building Maintenance Specialist

- Fixed bathrooms at city buildings
- Worked on vacuums at City Hall and Rec Center
- Fixed exercise equipment
- Sinks and drains at Rec Center and City Hall
- Downtown lights
- Working on specs, bids, quotes
- Worked on locker locks at Rec Center
- Budget items
- Aquatic center relocking

- Heating and boiler checks throughout city
- Pool and weight room ideas at Rec Center
- Golf Course A/C unit replacement
- Theater curtains and lights
- Tables, chairs, and updates in Activities room
- Mixing valves at the Rec Center
- A/C start ups
- Graham shelter house lighting
- Golf course carpet cleaning
- City Hall HVAC controls upgrade
- Rec bathroom partitions

Activities planned for next month and other comments:

Parks: Scott Parcher, Parks Superintendent

- Start to get ready for spring and summer sports
- Clean up areas after winter
- Finish electrical work in Graham Shelter
- Clean up areas from winter damage
- Get equipment ready for season

Golf: Dan Smith, Golf Superintendent

- Opened bathrooms for the season
- Put fountain in the pond on hole #7
- Fill and test irrigation system
- Test and turn on well

Cemetery: John Snyder, Cemetery Sexton

- Spring clean up
- Train new help
- Clean garbage up in FFA field left by snow storage

Leisure Services: Mike Mertes, Recreation Program Specialist

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

Building Maintenance: Andy Snyder, Building Maintenance Specialist

- Outdoor pool

Safety Topic:

- Cleaning chemicals

Director's Report March 2015

As reported by Brandie Ledford, Library Director

Routine activities for the month/statistics:

iPad Club	10	Total Print Circulation:	9363
Computer Classes	20	WILBOR Circulation:	907
Crafty Library Ladies	88	Public Computer Use:	978
Poetry Group	12	Wi-Fi Use:	202
Friends of Library Coffee	4	EbscoHost Sessions:	1022
Rookie Story Time	210	Tumblebooks Downloads:	38
Children's Program Outreach	739	Global Road Warrior Page Views:	228
Brown Bag Book Club	5	Learning Express Page Views:	214
Tuesday Night Book Club	7	Freegal Music Downloads:	294
Teen Tech Week	46	Freegal Movie Downloads:	2
Author Joy Johnson	30	ABC Mouse Sessions:	52
Jerry Barlow Celtic Concert	72	Daily Times Herald Online:	2491
		Zinio Digital Magazines (group)	432
		Gale Virtual Reference Library	7

Special activities/accomplishments of particular note:

- 1) **Children's Programs:** Rookie story time and outreach story time programming continues to reach children in the Carroll area. Four classes made special field trips to the library for story time with Diane this month and the library participated in the Title 1 Reading Night held on March 31st for Fairview 1st and 2nd graders. The library had a special booth at this event to talk about summer reading and to register children for library cards. Diane and Brandie also wrapped up the Family Storyteller Program on March 24th at Carroll County Extension.
- 2) **Teen Programs:** Teen Tech Week programming was a success this month with 46 individual visits by teens attending the week-long tech events which included learning about circuits, making brush bots, experimenting with the Makey Makey game controller, and creating 3D art with the 3Doodler.

- 3) **Adult Programs:** Program attendance continues to be strong with above average attendance at weekly programs and good crowds for special programs including 30 for the Joy Johnson author event on March 14th and 72 attending the Jerry Barlow concert on March 19th.
- 4) **Advocacy:** The Friends of the Library met on March 5th to discuss spring events. Participation in the BCDM steering committee continued through March to look at renovations to the existing library space. The CPL Foundation met on March 11th to review financials and discuss the proposed renovation plans.
- 5) **Weeding:** All of the cassette audiobooks are now removed from the catalog after extensive weeding because of very low circulation. All weeded audiobooks were purchased by library patrons.

Activities planned for next month/other comments:

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

