

City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

GOVERNMENTAL BODY: Carroll City Council

DATE OF MEETING: January 28, 2019

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. Consent Agenda
 - A. Approval of Minutes of the January 14, 17 and 22 Meetings
 - B. Approval of Bills and Claims
 - C. Licenses and Permits:
 1. Renewal of Class "C" Beer Permit with Class "B" Wine Permit (includes Carryout Wine and Native Wine) and Sunday Sales – *Dollar General Store #2756*
 2. Renewal of Class "E" Liquor License with Class "B" Wine Permit (includes Carryout Wine and Native Wine) and Class "C" Beer Permit (includes Carryout Beer) and Sunday Sales – *Wal-Mart Supercenter #1787*
 3. Renewal of Class "B" Liquor License and Outdoor Service and Sunday Sales – *Charlie's Steakhouse – Swizzle Stick Lounge – Carrollton Centre*
 - D. Appointments to Committees, Commissions and Boards
 1. Appointment by Council
 1. Angelo Luis – Planning and Zoning Commission (5 year term to expire 12-31-23)
 - E. Local Planning and Administrative Assistance Contract with Region XII for an Environmental Review and Public Interest Survey for Housing Application – Amendment No. 3
- IV. Oral Requests and Communications from the Audience
- V. Ordinances

None
- VI. Resolutions

None



VII. Reports

- A. FY 20 Budget Proposal
 - 1. Outside Agency FY 20 Funding Request – Food Pantry
 - 2. Continue FY 20 Budget Discussion
- B. Carroll Public Library/Carroll City Hall - Change Order No. 2
- C. 2018-2019 Annual Planning Session - Work Plan

VIII. Committee Reports

- IX. Monthly Activity Reports
- X. Comments from the Mayor
- XI. Comments from the City Council
- XII. Comments from the City Manager
- XIII. Closed Session Pursuant Iowa Code 20.17(3) – Union Negotiations
- XIV. Adjourn

January/February/March Meetings:

- Board of Adjustment – February 4, 2019 – Region XII - 1009 E Anthony St
- Annual Chamber Banquet – February 4, 2019
- City Council – February 11, 2019 – Adams Elementary School - 1026 N Adams St
- Planning and Zoning Commission – February 13, 2019 – Region XII - 1009 E Anthony St
- Library Board of Trustees – February 18, 2019 – Region XII - 1009 E Anthony St
- City Council – February 25, 2019 – Adams Elementary School - 1026 N Adams St
- Board of Adjustment – March 4, 2019 – Region XII - 1009 E Anthony St
- City Council – March 11, 2019 – Adams Elementary School - 1026 N Adams St
- Planning and Zoning Commission – March 13, 2019 – Region XII - 1009 E Anthony St
- Library Board of Trustees – March 18, 2019 – Region XII - 1009 E Anthony St
- Parks, Recreation and Cultural Advisory Board – March 18, 2019 – Carroll Recreation Center - 716 N Grant Rd
- City Council – March 26, 2019 – Adams Elementary School - 1026 N Adams St

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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

JANUARY 14, 2019

(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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It was moved by Haley, seconded by Kots, to approve the following items on the consent agenda: a) minutes of the December 18, 2018 Council meeting, as written, b) bills and claims in the amount of \$1,174,452.60, c) Appointment by Mayor with Council Approval: 1. John Heuton – Building Code Board of Appeals (5 year term to expire 12-31-23); David Schapman – Building Code Board of Appeals (5 year term to expire 12-31-23); M. Carol Shields – Library Board of Trustees (6 year term to expire 12-31-24); Laurie Schenkelberg – Library Board of Trustees (6 year term to expire 12-31-24); Thomas Parrish – Library Board of Trustees (6 year term to expire 12-31-24). Appointment by Council: Kevin Wittrock – Airport Commission (6 year term to expire 12-31-24); Richard Fulton – Airport Commission (6 year term to expire 12-31-24); Donna Pudenz – Board of Adjustment (5 year term to expire 12-31-23); Nancy Riddle – Planning and Zoning Commission (5 year unexpired term to expire 12-31-19); Dawn Bonham – Planning and Zoning Commission (5 year term to expire 12-31-23); Eric Jensen – Carroll City/County Communications Commission (1 year term to expire 12-31-19); Mike Pogge-Weaver –Carroll City/County Communications Commission (1 year term to expire 12-31-19) and d) the 2019 Fire Department Officers: Fire Chief - Greg Schreck; Assistant Chief - Bob Shields; Captain - Dan Hannasch; Captain - Josh Hamilton; Lieutenant - Jeff Cullen; Lieutenant - B.J. Schreck; Training Officer - Brad Warnke. 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 read a proclamation declaring January 2019 as Mentoring Month in the City of Carroll. Chamaine Sims addressed Council about the mentoring program at New Opportunities. No Council action taken.

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At 5:20 p.m. Mayor Jensen opened a public hearing on the matter of the adoption of a proposed Carroll Urban Revitalization Plan. Mark Schreck and Steve Kraus addressed Council during the public hearing. Mayor Jensen closed said hearing at 5:31 p.m. No Council action taken.

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Karla Janning, Region XII Housing Programs Coordinator, explained the application process for the 2019 Community Development Block Grant (CDBG) Owner Occupied Housing Rehabilitation Grant.

It was moved by Dirx, seconded by Haley, to approve the target area for the grant application as present. On roll call, all present voted aye. Absent: None. Motion carried.

It was moved by Haley, seconded by Fleshner, to allocate \$100 per applicant for income verification for the grant application. On roll call, all present voted aye. Absent: None. Motion carried.

It was moved by Kots, seconded by Haley, to approve the process to procure for technical services contingent upon grant award. 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 Resolution No. 19-01, Amendment No. 1 to the Water Supply Well & Transmission Main Improvements Professional Services Agreement for an amount not-to-exceed \$25,000. On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Haley, seconded by Fleshner, to approve Resolution No. 19-02, Accepting the Iowa One Call Email Ticket Agreement and Release Form. 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. 19-03, Proposal from OPN Architects, Inc. for Audio/Visual Design Services for the City of Carroll Library Located at 112 E. 5th Street, Carroll, IA 51401, for the amount of \$4,500 plus reimbursables of \$200-\$800. 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 Resolution No. 19-04, Proposal from OPN Architects, Inc. for Audio/Visual Design Services for the City of Carroll City Hall

Located at 627 N. Adams Street, Carroll, Iowa 51401, for the amount of \$3,500 plus reimbursables of \$200-\$800. On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Dirkx, seconded by Haley, to approve adding to the scope of the Carroll Public Library project a family restroom and a mother's room at the Carroll Public Library at an estimated cost of \$20,699. On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Fleshner, seconded by Kots, to accept the Certificate of Substantial Completion for the Carroll Recreation Center Westside ADA Entrance Project. On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Haley, seconded by Boes, to accept the Certificate of Substantial Completion for the Downtown Streetscape Phase 9 Project. On roll call, all present voted aye. Absent: None. Motion carried.

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Mayor Jensen re-appointed Jerry Fleshner as Mayor Pro-Tem for 2019. No Council action taken.

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The closed session pursuant to Iowa Code 20.17(3) – Union Negotiations was postponed to a later date. No Council action taken.

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It was moved by Fleshner, seconded by Haley, to adjourn at 6:18 p.m. On roll call, all present voted aye. Absent: None. Motion carried.

Eric P. Jensen, Mayor

ATTEST:

Laura A. Schaefer, City Clerk

COUNCIL MEETING
JANUARY 17, 2019

The Carroll City Council met in special session on this date at 5:15 p.m. in 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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It was moved by Haley, seconded by Kots, to accept the FY 2017-2018 Annual Financial Statement Audit. Jennifer Walkup, CPA Manager, Feldmann & Company, presented the audit report to Council. On roll call, all present voted aye. Absent: None. Motion carried.

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Council began discussions on the FY 2019/2020 budget proposal. Council Member Fleshner departed at 6:35 p.m. Council recessed at 6:47 p.m. Council Member Fleshner returned at 6:55 p.m. and Council reconvened budget discussions at 7:11 p.m. No Council action taken.

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It was moved by Fleshner, seconded by Haley, to adjourn at 8:21 p.m. On roll call, all present voted aye. Absent: None. Motion carried.

Eric P. Jensen, Mayor

ATTEST:

Laura A. Schaefer, City Clerk

COUNCIL MEETING
JANUARY 22, 2019

The Carroll City Council met in special 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 (arrived at 5:20 p.m.), 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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Council Member Clay Haley arrived at 5:20 p.m.

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Shannon Landauer, Carroll Area Development Corporation (CADC) Executive Director, presented a FY 2020 funding request in the amount of \$75,500 for CADC. No Council action taken.

Ashley Schable, Carroll Chamber of Commerce Program Director, presented a FY 2020 funding request in the amount of \$28,000 from hotel/motel tax funds for a tourism marketing campaign. No Council action taken.

Greg Siemann and Kevin Wittrock, Carroll Airport Commission Members, presented the FY 2020 Airport budget request for a new airport entrance sign not to exceed \$35,000. No Council action taken.

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Council continued discussions on the FY 2019/2020 budget proposal. Council recessed at 6:57 p.m. and reconvened budget discussions at 7:09 p.m. No Council action taken.

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It was moved by Fleshner, seconded by Haley, to adjourn at 8:10 p.m. On roll call, all present voted aye. Absent: None. Motion carried.

Eric P. Jensen, Mayor

ATTEST:

Laura A. Schaefer, City Clerk

ACCOUNTS PAYABLE
 OPEN ITEM REPORT
 SUMMARY

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	1/11/2019 THRU 1/24/2019	1/11/2019 THRU 1/24/2019	1/11/2019 THRU 1/24/2019
PARTIALLY ITEMS DATES:	1/11/2019 THRU 1/24/2019	1/11/2019 THRU 1/24/2019	1/11/2019 THRU 1/24/2019
UNPAID ITEMS DATES :		1/11/2019 THRU 1/24/2019	1/11/2019 THRU 1/24/2019

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-001621	ACE HARDWARE	CLEANING SUPPLIES	39.92	39.92-	113586	1/17/19	0.00
		** TOTALS **	39.92	39.92-			0.00
01-003221	ACTION TRAINING SYSTEMS	FF I, II, HAZMAT TRAINING	41.25	0.00	000000	0/00/00	41.25
		** TOTALS **	41.25	0.00			41.25
01-002080	AMAZON/SYNCHRONY BANK	BOOKS AND VIDEOS	563.92	563.92-	113615	1/23/19	0.00
		** TOTALS **	563.92	563.92-			0.00
01-002916	AMERICAN RED CROSS	STAFF RECERTIFICATION CLASS	216.00	0.00	000000	0/00/00	216.00
01-002916	AMERICAN RED CROSS	LIFEGUARD RECERTIFICATION	304.00	0.00	000000	0/00/00	304.00
		** TOTALS **	520.00	0.00			520.00
01-002281	AMERICAN SECURITY CABINET	BOOK RETURN RENTAL	89.95	89.95-	113616	1/23/19	0.00
		** TOTALS **	89.95	89.95-			0.00
01-002370	ARNOLD MOTOR SUPPLY	TRUCK WASH SOAP	5.59	0.00	000000	0/00/00	5.59
01-002370	ARNOLD MOTOR SUPPLY	SUPPLIES	15.97	0.00	000000	0/00/00	15.97
01-002370	ARNOLD MOTOR SUPPLY	TIMER SWITCH BATTERY CHARGER	87.04	0.00	000000	0/00/00	87.04
		** TOTALS **	108.60	0.00			108.60
01-002520	AUDITOR OF STATE, OFFICE	AUDIT FILING FEE	625.00	0.00	000000	0/00/00	625.00
		** TOTALS **	625.00	0.00			625.00
01-000852	AUTOMATIC DOOR GROUP INC.	DOOR REPAIRS	316.57	0.00	000000	0/00/00	316.57
		** TOTALS **	316.57	0.00			316.57
01-002805	BADDING CONSTRUCTION CO.	FEB. LIBRARY LEASE	4,725.00	0.00	000000	0/00/00	4,725.00
01-002805	BADDING CONSTRUCTION CO.	STREETSCAPE PHASE 9	62,975.55	0.00	000000	0/00/00	62,975.55
		** TOTALS **	67,700.55	0.00			67,700.55
01-002818	BAKER AND TAYLOR INC.	BOOKS RETURNED	28.78-	28.78	113621	1/23/19	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS RETURNED	22.44-	22.44	113621	1/23/19	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS RETURNED	14.99-	14.99	113621	1/23/19	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	403.55	403.55-	113621	1/23/19	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	198.04	198.04-	113621	1/23/19	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	304.66	304.66-	113621	1/23/19	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	493.06	493.06-	113621	1/23/19	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	9.00	9.00-	113621	1/23/19	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	4.50	4.50-	113621	1/23/19	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	6.25	6.25-	113621	1/23/19	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	8.75	8.75-	113621	1/23/19	0.00
		** TOTALS **	1,361.60	1,361.60-			0.00

ACCOUNTS PAYABLE
 OPEN ITEM REPORT
 SUMMARY

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	1/11/2019 THRU 1/24/2019	1/11/2019 THRU 1/24/2019	1/11/2019 THRU 1/24/2019
PARTIALLY ITEMS DATES:	1/11/2019 THRU 1/24/2019	1/11/2019 THRU 1/24/2019	1/11/2019 THRU 1/24/2019
UNPAID ITEMS DATES :		1/11/2019 THRU 1/24/2019	1/11/2019 THRU 1/24/2019

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-000528	BLUEGLOBES LLC	RUNWAY LIGHTS	256.71	256.71-	113585	1/17/19	0.00
		** TOTALS **	256.71	256.71-			0.00
01-003515	BOMGAARS	SUPPLIES	38.23	0.00	000000	0/00/00	38.23
01-003515	BOMGAARS	BIKE REPAIRS	5.59	0.00	000000	0/00/00	5.59
01-003515	BOMGAARS	2- 20 VOLT TOOL BATTERIES	129.99	0.00	000000	0/00/00	129.99
01-003515	BOMGAARS	KEYS FOR CRO CASH DRAWER	5.97	0.00	000000	0/00/00	5.97
01-003515	BOMGAARS	SUPPLIES	67.19	0.00	000000	0/00/00	67.19
01-003515	BOMGAARS	SUPPLIES	48.51	0.00	000000	0/00/00	48.51
01-003515	BOMGAARS	BRINE TANK REPAIRS #26 & #29	172.00	0.00	000000	0/00/00	172.00
		** TOTALS **	467.48	0.00			467.48
01-001805	BOOK LOOK	BOOKS	424.70	424.70-	113614	1/23/19	0.00
		** TOTALS **	424.70	424.70-			0.00
01-003670	BRIGGS INC OF OMAHA	COUPLERS FOR BROKEN TILE	49.50	0.00	000000	0/00/00	49.50
01-003670	BRIGGS INC OF OMAHA	SUPPLIES	10.14	0.00	000000	0/00/00	10.14
		** TOTALS **	59.64	0.00			59.64
01-003690	BROWN SUPPLY CO INC	TIRE CHAINS	4,418.00	0.00	000000	0/00/00	4,418.00
		** TOTALS **	4,418.00	0.00			4,418.00
01-004138	CAPITAL SANITARY SUPPLY	SUPPLIES	383.00	383.00-	113590	1/17/19	0.00
01-004138	CAPITAL SANITARY SUPPLY	WEIGHT ROOM TOWELS	235.52	0.00	000000	0/00/00	235.52
01-004138	CAPITAL SANITARY SUPPLY	SUPPLIES	177.84	0.00	000000	0/00/00	177.84
01-004138	CAPITAL SANITARY SUPPLY	SUPPLIES	1.00	0.00	000000	0/00/00	1.00
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	52.00	0.00	000000	0/00/00	52.00
01-004138	CAPITAL SANITARY SUPPLY	SUPPLIES	43.01	0.00	000000	0/00/00	43.01
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	275.50	0.00	000000	0/00/00	275.50
		** TOTALS **	1,167.87	383.00-			784.87
01-025028	CAROL SCHOEPPNER	SECRETARY CONTRACT	350.00	350.00-	113598	1/17/19	0.00
		** TOTALS **	350.00	350.00-			0.00
01-000747	CARROLL AUTO SUPPLY	FILTERS	18.37	0.00	000000	0/00/00	18.37
		** TOTALS **	18.37	0.00			18.37
01-004132	CARROLL AVIATION INC.	CONTRACT	6,600.00	6,600.00-	113589	1/17/19	0.00
		** TOTALS **	6,600.00	6,600.00-			0.00
01-004146	CARROLL CONTROL SYSTEMS	BOILER REPAIRS	1,020.00	0.00	000000	0/00/00	1,020.00
		** TOTALS **	1,020.00	0.00			1,020.00
01-004160	CARROLL COUNTY AUDITOR	2ND QTR COMM CENTER	42,440.56	0.00	000000	0/00/00	42,440.56

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

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	1/11/2019 THRU 1/24/2019	1/11/2019 THRU 1/24/2019	1/11/2019 THRU 1/24/2019
PARTIALLY ITEMS DATES:	1/11/2019 THRU 1/24/2019	1/11/2019 THRU 1/24/2019	1/11/2019 THRU 1/24/2019
UNPAID ITEMS DATES :		1/11/2019 THRU 1/24/2019	1/11/2019 THRU 1/24/2019

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
		** TOTALS **	42,440.56	0.00			42,440.56
01-004166	CARROLL COUNTY ISU EXTENS	MERTES COMMERCIAL PESTICIDE	20.00	0.00	000000	0/00/00	20.00
01-004166	CARROLL COUNTY ISU EXTENS	MERTES ORNAMENTAL/TURF STUDY	24.00	0.00	000000	0/00/00	24.00
		** TOTALS **	44.00	0.00			44.00
01-004183	CARROLL COUNTY TREASURER	LIEN FILING - 817 CAPISTRANO	5.00	5.00-	113591	1/17/19	0.00
		** TOTALS **	5.00	5.00-			0.00
01-002977	CARROLL REFUSE SERVICE	DECEMBER GARBAGE	57.00	57.00-	113587	1/17/19	0.00
		** TOTALS **	57.00	57.00-			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 WTP	57.88	57.88-	113602	1/18/19	0.00
		** TOTALS **	57.88	57.88-			0.00
01-004835	COMMERCIAL SAVINGS BANK	JAN. WATER ACH	113.35	113.35-	000000	1/14/19	0.00
01-004835	COMMERCIAL SAVINGS BANK	FEDERAL WITHHOLDINGS	12,183.04	12,183.04-	000395	1/17/19	0.00
01-004835	COMMERCIAL SAVINGS BANK	FICA WITHHOLDING	13,989.94	13,989.94-	000395	1/17/19	0.00
01-004835	COMMERCIAL SAVINGS BANK	MEDICARE WITHHOLDING	4,325.62	4,325.62-	000395	1/17/19	0.00
		** TOTALS **	30,611.95	30,611.95-			0.00
01-004836	COMMUNITY OIL CO. INC.	EQUIPMENT FUEL	1,041.60	1,041.60-	113592	1/17/19	0.00
		** TOTALS **	1,041.60	1,041.60-			0.00
01-000911	COMPUTER CONCEPTS OF IOWA	SERVER WARRANTY	200.00	200.00-	113611	1/23/19	0.00
01-000911	COMPUTER CONCEPTS OF IOWA	IT MAINTENANCE	86.66	86.66-	113611	1/23/19	0.00
01-000911	COMPUTER CONCEPTS OF IOWA	IT MAINTENANCE	315.00	315.00-	113611	1/23/19	0.00
		** TOTALS **	601.66	601.66-			0.00
01-003145	CORE AND MAIN LP	METERS	9,477.00	0.00	000000	0/00/00	9,477.00
		** TOTALS **	9,477.00	0.00			9,477.00
01-001595	COUNSEL OFFICE & DOCUMENT	COPIER CONTRACT CREDIT	6.83-	0.00	000000	0/00/00	6.83-
01-001595	COUNSEL OFFICE & DOCUMENT	COPIER CONTRACT	50.67	0.00	000000	0/00/00	50.67
01-001595	COUNSEL OFFICE & DOCUMENT	COPIER CONTRACT	142.47	142.47-	113613	1/23/19	0.00
		** TOTALS **	186.31	142.47-			43.84
01-005410	DAILY TIMES HERALD	PUBLICITY	135.00	135.00-	113624	1/23/19	0.00
01-005410	DAILY TIMES HERALD	BOARDS & COMMISSIONS AD	68.50	0.00	000000	0/00/00	68.50
01-005410	DAILY TIMES HERALD	PUBLICATIONS	400.35	0.00	000000	0/00/00	400.35
01-005410	DAILY TIMES HERALD	HEALTH VIEW AD	85.00	0.00	000000	0/00/00	85.00

ACCOUNTS PAYABLE
 OPEN ITEM REPORT
 SUMMARY

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PAID ITEMS DATES :	1/11/2019 THRU 1/24/2019	1/11/2019 THRU 1/24/2019	1/11/2019 THRU 1/24/2019
PARTIALLY ITEMS DATES:	1/11/2019 THRU 1/24/2019	1/11/2019 THRU 1/24/2019	1/11/2019 THRU 1/24/2019
UNPAID ITEMS DATES :		1/11/2019 THRU 1/24/2019	1/11/2019 THRU 1/24/2019

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
		** TOTALS **	688.85	135.00-			553.85
01-005615	DEMCO EDUCATIONAL CORP.	PROGRAM SUPPLIES	479.02	479.02-	113625	1/23/19	0.00
		** TOTALS **	479.02	479.02-			0.00
01-002811	DEVIN PUDENZ	GRADE II CERTIFICATION FEES	80.00	80.00-	113620	1/23/19	0.00
01-002811	DEVIN PUDENZ	GRADE II EXAM FEES	60.00	60.00-	113620	1/23/19	0.00
		** TOTALS **	140.00	140.00-			0.00
01-006275	DREES OIL CO. INC.	PROPANE	127.93	127.93-	113593	1/17/19	0.00
		** TOTALS **	127.93	127.93-			0.00
01-012590	ECHO ELECTRIC SUPPLY	UNDERGROUND BOX LID	970.58	0.00	000000	0/00/00	970.58
01-012590	ECHO ELECTRIC SUPPLY	BOX COVER - MAIN & 30	74.72	0.00	000000	0/00/00	74.72
01-012590	ECHO ELECTRIC SUPPLY	FUSES - CBD LIGHTS	53.61	0.00	000000	0/00/00	53.61
		** TOTALS **	1,098.91	0.00			1,098.91
01-006810	ECOWATER SYSTEMS	COOLER RENT/WATER	110.92	110.92-	113594	1/17/19	0.00
		** TOTALS **	110.92	110.92-			0.00
01-007253	ELECTRIC MOTOR SERVICE	AERATOR MOTOR REPAIRS	57.20	0.00	000000	0/00/00	57.20
		** TOTALS **	57.20	0.00			57.20
01-004185	EMPLOYMENT RESOURCES	DECEMBER LIBRARY CLEANING	275.18	275.18-	113623	1/23/19	0.00
		** TOTALS **	275.18	275.18-			0.00
01-002627	ETHAN KATHOL	EQUIPMENT PICKUP	130.50	130.50-	113619	1/23/19	0.00
		** TOTALS **	130.50	130.50-			0.00
01-008027	FAREWAY STORES	BUDGET WORKSHOP	16.09	0.00	000000	0/00/00	16.09
		** TOTALS **	16.09	0.00			16.09
01-008035	FARNER-BOCKEN CO.	CLEANING SUPPLIES	779.93	0.00	000000	0/00/00	779.93
		** TOTALS **	779.93	0.00			779.93
01-008050	FASTENAL COMPANY	HYDRANT BOLTS	25.45	0.00	000000	0/00/00	25.45
		** TOTALS **	25.45	0.00			25.45
01-006860	FELD FIRE EQUIPMENT CO.	STREAMLIGHT BATTERY	17.95	0.00	000000	0/00/00	17.95
01-006860	FELD FIRE EQUIPMENT CO.	NOZZLE REPAIRS	30.00	0.00	000000	0/00/00	30.00
		** TOTALS **	47.95	0.00			47.95
01-008212	FELDMANN & CO. CPA'S PC	AUDIT CONSULT SERVICES	175.00	0.00	000000	0/00/00	175.00
01-008212	FELDMANN & CO. CPA'S PC	AUDIT CONSULT SERVICES	300.00	0.00	000000	0/00/00	300.00

ACCOUNTS PAYABLE
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PAID ITEMS DATES :	1/11/2019 THRU 1/24/2019	1/11/2019 THRU 1/24/2019	1/11/2019 THRU 1/24/2019
PARTIALLY ITEMS DATES:	1/11/2019 THRU 1/24/2019	1/11/2019 THRU 1/24/2019	1/11/2019 THRU 1/24/2019
UNPAID ITEMS DATES :		1/11/2019 THRU 1/24/2019	1/11/2019 THRU 1/24/2019

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-008212	FELDMANN & CO. CPA'S PC	FY 18 AUDIT FEE	9,333.00	0.00	000000	0/00/00	9,333.00
		** TOTALS **	9,808.00	0.00			9,808.00
01-002806	FOUNDATION ANALYTICAL LAB	LAB TESTING	319.50	0.00	000000	0/00/00	319.50
01-002806	FOUNDATION ANALYTICAL LAB	LAB TESTING	228.75	0.00	000000	0/00/00	228.75
		** TOTALS **	548.25	0.00			548.25
01-009540	GENERAL TRAFFIC CONTROLS	TRAFFIC SIGNAL REPAIRS	362.00	0.00	000000	0/00/00	362.00
		** TOTALS **	362.00	0.00			362.00
01-010156	GRAPHIC EDGE, THE	UNIFORM HAT	7.99	0.00	000000	0/00/00	7.99
01-010156	GRAPHIC EDGE, THE	BASKETBALL SHIRTS	29.95	0.00	000000	0/00/00	29.95
		** TOTALS **	37.94	0.00			37.94
01-010605	HACH CHEMICAL COMPANY	LAB SUPPLIES	499.02	0.00	000000	0/00/00	499.02
		** TOTALS **	499.02	0.00			499.02
01-010680	HAWKINS WATER TREATMENT	WATER TREATMENT SUPPLIES	446.50	0.00	000000	0/00/00	446.50
		** TOTALS **	446.50	0.00			446.50
01-011831	HY-VEE INC.	SENIOR DAY SUPPLIES	41.09	41.09-	113596	1/17/19	0.00
		** TOTALS **	41.09	41.09-			0.00
01-012552	INDUSTRIAL BEARING SUPP.	AERATOR SUPPLIES	27.29	0.00	000000	0/00/00	27.29
		** TOTALS **	27.29	0.00			27.29
01-012672	IOWA POETRY ASSOCIATION	BOOK	9.00	9.00-	113626	1/23/19	0.00
		** TOTALS **	9.00	9.00-			0.00
01-012678	IOWA PRISON INDUSTRIES	SIGNS	1,788.80	0.00	000000	0/00/00	1,788.80
		** TOTALS **	1,788.80	0.00			1,788.80
01-012685	IOWA SMALL ENGINE CENTER	CHAIN SAW HELMET REPAIRS	13.15	0.00	000000	0/00/00	13.15
		** TOTALS **	13.15	0.00			13.15
01-002994	IOWA STATE POLICE ASSOCIA	ASSOCIATION DUES	560.00	0.00	000000	0/00/00	560.00
		** TOTALS **	560.00	0.00			560.00
01-002453	JASON MATTHEW LAMBERTZ	PRODUCTION COSTS	1,050.00	0.00	000000	0/00/00	1,050.00
		** TOTALS **	1,050.00	0.00			1,050.00
01-013917	JEO CONSULTING GROUP INC.	3RD ST. HMA RESURFACING	666.00	0.00	000000	0/00/00	666.00
01-013917	JEO CONSULTING GROUP INC.	STREET RESURFACING 2019	9,660.00	0.00	000000	0/00/00	9,660.00
		** TOTALS **	10,326.00	0.00			10,326.00

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UNPAID ITEMS DATES :		1/11/2019 THRU 1/24/2019	1/11/2019 THRU 1/24/2019

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-002616	JEREMY EHLERS	IA TURFGRASS CONFERENCE	54.38	54.38-	113618	1/23/19	0.00
		** TOTALS **	54.38	54.38-			0.00
01-013440	JERRY'S AUTO SERVICE	#53 - TIRE REPAIRS	25.00	0.00	000000	0/00/00	25.00
		** TOTALS **	25.00	0.00			25.00
01-003243	JET'S OUTDOOR POWER AND S	GOLF CARTS SERVICED	2,025.00	0.00	000000	0/00/00	2,025.00
		** TOTALS **	2,025.00	0.00			2,025.00
01-025020	JOHN DEERE FINANCIAL	TRACTOR REPAIRS	66.84	66.84-	113597	1/17/19	0.00
01-025020	JOHN DEERE FINANCIAL	#32 FILTERS	162.18	162.18-	113597	1/17/19	0.00
01-025020	JOHN DEERE FINANCIAL	FILTERS	168.73	168.73-	113597	1/17/19	0.00
01-025020	JOHN DEERE FINANCIAL	FUEL FILTER	4.60	4.60-	113597	1/17/19	0.00
01-025020	JOHN DEERE FINANCIAL	#36 BACKHOE REPAIRS	25.38	25.38-	113597	1/17/19	0.00
01-025020	JOHN DEERE FINANCIAL	#34 OIL	167.38	167.38-	113597	1/17/19	0.00
		** TOTALS **	595.11	595.11-			0.00
01-002367	JUNIOR LIBRARY GUILD	BOOKS	923.70	923.70-	113617	1/23/19	0.00
		** TOTALS **	923.70	923.70-			0.00
01-000994	KABEL BUSINESS SERVICES -	JAN FLEX PARTICIPANT FEES	93.60	93.60-	000000	1/14/19	0.00
01-000994	KABEL BUSINESS SERVICES -	DEC HRA CHECKS	3,359.86	3,359.86-	000000	1/11/19	0.00
		** TOTALS **	3,453.46	3,453.46-			0.00
01-001345	KELTEK INCORPORATED	SUPPLIES	230.28	0.00	000000	0/00/00	230.28
		** TOTALS **	230.28	0.00			230.28
01-003383	KEVIN P. SCHWENDINGER	HUMAN TRAFFICKING PROGRAM	125.00	125.00-	113622	1/23/19	0.00
		** TOTALS **	125.00	125.00-			0.00
01-014815	KEYSTONE LABORATORIES	BACTERIA SAMPLES	137.50	0.00	000000	0/00/00	137.50
		** TOTALS **	137.50	0.00			137.50
01-015190	KNOBBE PLBG. & HTG.	HEATER REPAIRS	99.58	0.00	000000	0/00/00	99.58
		** TOTALS **	99.58	0.00			99.58
01-009375	LUCITY INC.	GBA YEARLY FEE	4,865.05	0.00	000000	0/00/00	4,865.05
		** TOTALS **	4,865.05	0.00			4,865.05
01-017123	MANGOLD ENVIRONMENTAL	BACTERIA SAMPLES	72.00	0.00	000000	0/00/00	72.00
		** TOTALS **	72.00	0.00			72.00
01-017133	MASTERCARD	BATTERIES	110.90	110.90-	113605	1/18/19	0.00

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VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-017133	MASTERCARD	ACROBAT PRO DC	14.99	14.99-	113606	1/18/19	0.00
01-017133	MASTERCARD	SUPPLIES	682.19	682.19-	113607	1/18/19	0.00
01-017133	MASTERCARD	SUPPLIES AND TRAINING	315.39	315.39-	113608	1/18/19	0.00
01-017133	MASTERCARD	SUPPLIES	757.80	757.80-	113627	1/23/19	0.00
01-017133	MASTERCARD	KID'S MATTER CONFERENCE	70.00	70.00-	113628	1/23/19	0.00
		** TOTALS **	1,951.27	1,951.27-			0.00
01-002993	MC CLURE ENGINEERING CO.	FAA FUNDING APPLICATION	710.00	710.00-	113588	1/17/19	0.00
		** TOTALS **	710.00	710.00-			0.00
01-001804	MID IOWA SOLID WASTE EQUI	CAMERA REEL REPAIRS	1,236.47	0.00	000000	0/00/00	1,236.47
01-001804	MID IOWA SOLID WASTE EQUI	CCTV REPAIR	1,378.83	0.00	000000	0/00/00	1,378.83
		** TOTALS **	2,615.30	0.00			2,615.30
01-017585	MIDWEST WHOLESALE	CONCRETE SCREEDS	41.60	0.00	000000	0/00/00	41.60
		** TOTALS **	41.60	0.00			41.60
01-002596	MOHR SAND GRAVEL & CONSTR	GRADATION #3 ROCK	6,629.58	0.00	000000	0/00/00	6,629.58
01-002596	MOHR SAND GRAVEL & CONSTR	SNOW HAULING	990.00	0.00	000000	0/00/00	990.00
		** TOTALS **	7,619.58	0.00			7,619.58
01-018408	NAPA AUTO PARTS	SUPPLIES	7.29	0.00	000000	0/00/00	7.29
01-018408	NAPA AUTO PARTS	SUPPLIES	12.69	0.00	000000	0/00/00	12.69
01-018408	NAPA AUTO PARTS	SUPPLIES	21.87	0.00	000000	0/00/00	21.87
01-018408	NAPA AUTO PARTS	SOCKETS	27.48	0.00	000000	0/00/00	27.48
01-018408	NAPA AUTO PARTS	SUPPLIES	57.49	0.00	000000	0/00/00	57.49
		** TOTALS **	126.82	0.00			126.82
01-018440	NATIONAL RECREATION & PAR	MEMBERSHIP	175.00	0.00	000000	0/00/00	175.00
		** TOTALS **	175.00	0.00			175.00
01-003263	NETBANX	DEC EFT PROCESSING FEES	95.66	95.66-	000000	1/22/19	0.00
		** TOTALS **	95.66	95.66-			0.00
01-018634	NEU MINNICH COMITO & NEU	DRAKE CONSTR. VS CITY	1,900.00	0.00	000000	0/00/00	1,900.00
		** TOTALS **	1,900.00	0.00			1,900.00
01-002318	NEW HOPE BARGAIN SHOPPE	CLEANING RAGS	10.00	0.00	000000	0/00/00	10.00
		** TOTALS **	10.00	0.00			10.00
01-019124	NORTH CENTRAL LABORATORIE	LAB SUPPLIES	598.34	0.00	000000	0/00/00	598.34
		** TOTALS **	598.34	0.00			598.34
01-020208	O'HALLORAN INTERNATIONAL	FUEL FILTERS #28	195.47	0.00	000000	0/00/00	195.47

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VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-020208	O'HALLORAN INTERNATIONAL	6 - 12 VOLT BATTERIES TOWER 8	525.06	0.00	000000	0/00/00	525.06
		** TOTALS **	720.53	0.00			720.53
01-002956	OPN ARCHITECTS INC	DESIGN SERVICES	11,194.51	0.00	000000	0/00/00	11,194.51
01-002956	OPN ARCHITECTS INC	DESIGN SERVICES	11,899.85	0.00	000000	0/00/00	11,899.85
		** TOTALS **	23,094.36	0.00			23,094.36
01-021050	P & H WHOLESALE INC.	REPAIR PARTS	42.11	0.00	000000	0/00/00	42.11
		** TOTALS **	42.11	0.00			42.11
01-001490	PITNEY BOWES/PURCHASE POW	POSTAGE	500.00	500.00-	113612	1/23/19	0.00
		** TOTALS **	500.00	500.00-			0.00
01-021860	PRESTO-X-COMPANY	PEST CONTROL REC CENTER	57.00	0.00	000000	0/00/00	57.00
		** TOTALS **	57.00	0.00			57.00
01-003173	R & R RENTAL	ELECTRIC AND GAS BILLS	283.10	283.10-	113603	1/18/19	0.00
01-003173	R & R RENTAL	FEB. CITY HALL LEASE	2,559.67	0.00	000000	0/00/00	2,559.67
		** TOTALS **	2,842.77	283.10-			2,559.67
01-009870	RACCOON VALLEY ELECTRIC C	DECEMBER ELECTRIC SERVICE	1,667.27	1,667.27-	113595	1/17/19	0.00
		** TOTALS **	1,667.27	1,667.27-			0.00
01-000326	RECORDED BOOKS LLC	AUDIO BOOKS	31.50	31.50-	113610	1/23/19	0.00
01-000326	RECORDED BOOKS LLC	AUDIO BOOKS	71.99	71.99-	113610	1/23/19	0.00
01-000326	RECORDED BOOKS LLC	AUDIO BOOKS	31.49	31.49-	113610	1/23/19	0.00
01-000326	RECORDED BOOKS LLC	AUDIO BOOKS	7.95	7.95-	113610	1/23/19	0.00
01-000326	RECORDED BOOKS LLC	RB DIGITAL	250.00	250.00-	113610	1/23/19	0.00
01-000326	RECORDED BOOKS LLC	ZINIO	750.00	750.00-	113610	1/23/19	0.00
01-000326	RECORDED BOOKS LLC	EMAGAZINES	392.43	392.43-	113610	1/23/19	0.00
		** TOTALS **	1,535.36	1,535.36-			0.00
01-023815	REGION XII COG	CARROLL CO. ROUNDTABLE DIRKX	15.00	15.00-	113629	1/23/19	0.00
		** TOTALS **	15.00	15.00-			0.00
01-024630	RUTTEN'S VACUUM CENTER	VACUUM BAGS	17.99	17.99-	113630	1/23/19	0.00
		** TOTALS **	17.99	17.99-			0.00
01-003384	SAFE RACK	MAINT. SUPPLIES	418.42	0.00	000000	0/00/00	418.42
		** TOTALS **	418.42	0.00			418.42
01-000218	SCOTT HAAKENSON	IA TURFGRASS CONFERNCE	311.34	311.34-	113609	1/23/19	0.00
		** TOTALS **	311.34	311.34-			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

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UNPAID ITEMS DATES :		1/11/2019 THRU 1/24/2019	1/11/2019 THRU 1/24/2019

VENDOR	---- VENDOR NAME ----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----BALANCE----
01-025333	SNYDER & ASSOCIATES INC.	US 30 & GRANT RD CONSTR	2,355.22	0.00	000000	0/00/00	2,355.22
		** TOTALS **	2,355.22	0.00			2,355.22
01-025880	STONE PRINTING CO.	LAMINATING	1.00	1.00-	113631	1/23/19	0.00
01-025880	STONE PRINTING CO.	SUPPLIES	5.00	0.00	000000	0/00/00	5.00
01-025880	STONE PRINTING CO.	LAMINATING	1.00	0.00	000000	0/00/00	1.00
01-025880	STONE PRINTING CO.	SUPPLIES	138.34	138.34-	113631	1/23/19	0.00
01-025880	STONE PRINTING CO.	STACKING CHAIRS	365.00	0.00	000000	0/00/00	365.00
01-025880	STONE PRINTING CO.	ADJUSTABLE STOOL	235.00	0.00	000000	0/00/00	235.00
01-025880	STONE PRINTING CO.	OFFICE SUPPLIES	19.65	0.00	000000	0/00/00	19.65
		** TOTALS **	764.99	139.34-			625.65
01-001566	THE WALLING COMPANY INC.	VALVES	454.64	0.00	000000	0/00/00	454.64
		** TOTALS **	454.64	0.00			454.64
01-027060	TREASURER OF IOWA	1/1-1/15/19 SALES TAX	384.00	384.00-	000000	1/21/19	0.00
		** TOTALS **	384.00	384.00-			0.00
01-003385	TYLER BARNARD LLC	BRINE	4,500.00	0.00	000000	0/00/00	4,500.00
		** TOTALS **	4,500.00	0.00			4,500.00
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 1/5/2019	38.85	38.85-	113599	1/17/19	0.00
01-028168	UNITED PARCEL SERVICE	FREIGHT W/E 1/12/2019	35.02	35.02-	113600	1/17/19	0.00
		** TOTALS **	73.87	73.87-			0.00
01-002449	UNITYPOINT CLINIC-OCCUPAT	ANNUAL MEMBERSHIP DUES	60.00	0.00	000000	0/00/00	60.00
		** TOTALS **	60.00	0.00			60.00
01-028814	VAN METER COMPANY, THE	REPAIR PARTS	16.36	0.00	000000	0/00/00	16.36
		** TOTALS **	16.36	0.00			16.36
01-030120	WAL-MART STORE #01-1787	BINDERS	16.10	0.00	000000	0/00/00	16.10
01-030120	WAL-MART STORE #01-1787	SUPPLIES	114.92	0.00	000000	0/00/00	114.92
01-030120	WAL-MART STORE #01-1787	SUPPLIES	39.91	0.00	000000	0/00/00	39.91
01-030120	WAL-MART STORE #01-1787	SUPPLIES	5.27	0.00	000000	0/00/00	5.27
01-030120	WAL-MART STORE #01-1787	SUPPLIES	82.79	0.00	000000	0/00/00	82.79
01-030120	WAL-MART STORE #01-1787	CLEANING SUPPLIES	80.29	0.00	000000	0/00/00	80.29
01-030120	WAL-MART STORE #01-1787	SUPPLIES	41.13	0.00	000000	0/00/00	41.13
01-030120	WAL-MART STORE #01-1787	SUPPLIES	4.48	0.00	000000	0/00/00	4.48
		** TOTALS **	384.89	0.00			384.89

01-24-2019 10:29 AM
 VENDOR SET: 01 City of Carroll
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	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	1/11/2019 THRU 1/24/2019	1/11/2019 THRU 1/24/2019	1/11/2019 THRU 1/24/2019
PARTIALLY ITEMS DATES:	1/11/2019 THRU 1/24/2019	1/11/2019 THRU 1/24/2019	1/11/2019 THRU 1/24/2019
UNPAID ITEMS DATES :		1/11/2019 THRU 1/24/2019	1/11/2019 THRU 1/24/2019

VENDOR	---- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----BALANCE---
01-030115	WALL STREET JOURNAL	PERIODICAL	539.88	539.88-	113632	1/23/19	0.00
		** TOTALS **	539.88	539.88-			0.00
01-003377	WELLMARK BLUE CROSS/BLUE	FEB. HEALTH INS. PREMIUMS	39,200.82	39,200.82-	113604	1/18/19	0.00
		** TOTALS **	39,200.82	39,200.82-			0.00
01-001581	WESTRUM LEAK DETECTION	820 N WEST WATERMAIN BREAK	565.00	0.00	000000	0/00/00	565.00
		** TOTALS **	565.00	0.00			565.00
01-030355	WITTROCK MOTOR CO.	DECEMBER CAR RENTAL	375.00	375.00-	113601	1/17/19	0.00
		** TOTALS **	375.00	375.00-			0.00
01-003291	WORLDPAY INTEGRATED PAYME	CC PROCESSING	228.90	228.90-	000000	1/22/19	0.00
		** TOTALS **	228.90	228.90-			0.00

* Payroll Expense 155,898.07

01-24-2019 10:29 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: 11
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	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	1/11/2019 THRU 1/24/2019	1/11/2019 THRU 1/24/2019	1/11/2019 THRU 1/24/2019
PARTIALLY ITEMS DATES:	1/11/2019 THRU 1/24/2019	1/11/2019 THRU 1/24/2019	1/11/2019 THRU 1/24/2019
UNPAID ITEMS DATES :		1/11/2019 THRU 1/24/2019	1/11/2019 THRU 1/24/2019

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

	GROSS	PAYMENTS	BALANCE
PAID ITEMS	253,114.52	253,114.52CR	0.00
PARTIALLY PAID	0.00	0.00	0.00
UNPAID ITEMS	213,356.96	0.00	213,356.96
VOID ITEMS	0.00	0.00	0.00
** TOTALS **	466,471.48	253,114.52CR	213,356.96

U N P A I D R E C A P

UNPAID INVOICE TOTALS	213,363.79
UNPAID DEBIT MEMO TOTALS	0.00
UNAPPLIED CREDIT MEMO TOTALS	6.83CR
** UNPAID TOTALS **	213,356.96

01-24-2019 10:29 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
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	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	1/11/2019 THRU 1/24/2019	1/11/2019 THRU 1/24/2019	1/11/2019 THRU 1/24/2019
PARTIALLY ITEMS DATES:	1/11/2019 THRU 1/24/2019	1/11/2019 THRU 1/24/2019	1/11/2019 THRU 1/24/2019
UNPAID ITEMS DATES :		1/11/2019 THRU 1/24/2019	1/11/2019 THRU 1/24/2019

FUND TOTALS

001	GENERAL FUND	109,230.42
010	HOTEL/MOTEL TAX	50.75
110	ROAD USE TAX FUND	24,722.27
304	C.P. STREETS	10,326.00
309	C.P. - CORRIDOR OF COMM.	65,330.77
315	LIBRARY/CITY HALL REMODEL	30,379.03
600	WATER UTILITY FUND	16,344.05
602	WATER UTILITY CAP. IMP.	1,900.00
610	SEWER UTILITY FUND	9,729.44
850	MEDICAL INSURANCE FUND	42,560.68
	* PAYROLL EXPENSE	155,898.07

GRAND TOTAL 466,471.48

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 *MPW*

FROM: Brad Burke, Chief of Police *BB*

DATE: January 24, 2019

RE: Renewal of License

The following establishments have made application for renewal of license:

Dollar General Store #2756

840 Plaza Drive

Class "C" Beer Permit with Class "B" Wine Permit (includes Carryout Wine and Native Wine) and Sunday Sales

Wal-Mart Supercenter #1787

2014 Kittyhawk Avenue

Class "E" Liquor License with Class "B" Wine Permit (includes Carryout Wine and Native Wine) and Class "C" Beer Permit (includes Carryout Beer) with Sunday Sales

Charlie's Steakhouse – Swizzle Stick Lounge – Carrollton Centre

1730 Hwy 71 North

Class "B" Liquor License and Outdoor Service with Sunday Sales

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 Members of the City Council
FROM: Mike Pogge-Weaver, City Manager *MJPW*
DATE: January 23, 2019
SUBJECT: Appointments to Committees, Commissions and Boards

The Planning and Zoning Commission had one remaining term that expired December 31, 2018. Angelo Luis agreed to serve on this commission.

Member to be appointed by Council:

Planning and Zoning Commission	Angelo Luis	5 year term expiring December 31, 2023
---	-------------	--



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 *MTPW*
FROM: Laura A. Schaefer, Finance Director/City Clerk *LS*
DATE: January 23, 2019
SUBJECT: Local Planning and Administrative Assistance Contract with Region XII for an Environmental Review and Public Interest Survey for Housing Application – Amendment No. 3

At the January 14, 2019 meeting, Council approved, by motion, to work with Region XII to allocate \$100 per applicant for income verification services needed to be completed to apply for the 2019 Community Development Block Grant (CDBG) for housing rehabilitation grant.

Attached is a resolution to amended the contract with Region XII adding to the specific activities to be completed by Region XII to include income verification of interested applicates and adding the City will reimburse Region XII \$100 for income verification of each interested applicant.

RECOMMENDATION: Council discussion and approval of the attached resolution amending the Local Planning and Administrative Assistance Contract with Region XII for Environmental Review and Public Interest Survey for Housing Application.

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RESOLUTION NO. _____

A RESOLUTION APPROVING AMENDMENT NO. 3 TO THE LOCAL PLANNING AND ADMINISTRATIVE ASSISTANCE CONTRACT WITH REGION XII FOR AN ENVIRONMENTAL & PUBLIC INTEREST SURVEY FOR HOUSING APPLICATION

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

WHEREAS, an amendment No. 3 to the Local Planning and Administrative Assistance Contract with Region XII for an Environmental Review and Public Interest Survey for housing application is attached hereto as Exhibit A; and

WHEREAS, it is determined that the approval of the attached amendment No. 3 to the Local Planning and Administrative Assistance Contract with Region XII for an Environmental Review and Public Interest Survey for Housing Application is in the best interest of the City of Carroll, Iowa;

NOW, THEREFORE, BE IT RESOLVED that amendment No. 3 to the Local Planning and Administrative Assistance Contract with Region XII for an Environmental Review and Public Interest Survey for Housing Application, attached as Exhibit A, be authorized and approved, and that the Mayor is authorized to execute the contract on behalf of the City of Carroll.

PASSED AND APPROVED by the City Council of the City of Carroll, Iowa, this 28th day of January, 2019.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

BY: _____
Eric P. Jensen, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

**Contract Number: TA1717
Amendment Number: 3**

LOCAL PLANNING AND ADMINISTRATIVE ASSISTANCE CONTRACT

CITY OF CARROLL

ENVIRONMENTAL REVIEW & PUBLIC INTEREST SURVEY FOR HOUSING APPLICATION

The following **bolded and underlined** text amendments are made to Articles 4.0 and 6.0 of the agreement:

Article 4.0 STATEMENT OF WORK AND SERVICES. The COG shall perform in a satisfactory and proper manner as determined by the City, the following work and services:

Specific activities completed by the COG shall include:

- Distribution of a pre-application/interest survey to all households in the target area;
- Compilation of required information and data, including the interest survey;
- **Income verification of interested applicants;**
- Attendance at public hearings and other meetings as needed or desired; and
- Submission of the CDBG application by the deadline to be established by IEDA.

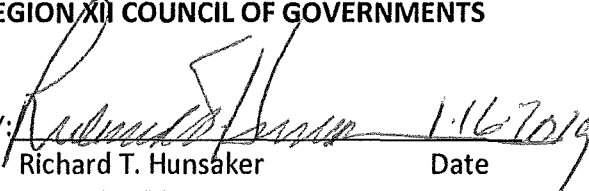
Responsibilities of the City or its designees shall include but are not limited to:

- Provision of mailing labels for the interest survey;
- Provision of information needed for completion of the application; and
- Convening of any required meetings, including public hearings.

Article 6.0 CONDITION OF PAYMENTS. The City will pay the COG \$500.00 for **non-income verification-related** services outlined in Article 4.0 and actual costs of printing and mailing of the interest survey. **The City will reimburse the COG \$100 for income verification of each interested applicant during the application process.** The City will also reimburse the COG for any publication costs related to the application not directly paid by the City.

IN WITNESS THEREFORE, both parties agree to the above amendment and hereto have executed this amendment on the day and year specified below.

REGION XII COUNCIL OF GOVERNMENTS

BY: 
Richard T. Hunsaker
Executive Director

Date

CITY OF CARROLL

BY: _____
Eric Jensen
Mayor

Date

City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Mike Pogge-Weaver, City Manager *M.P.W.*
FROM: Laura A. Schaefer, Finance Director/City Clerk *las*
DATE: January 23, 2019
SUBJECT: FY 20 Budget Proposal

- Outside Agency FY 20 Funding Request – Food Pantry
- Continue FY 20 Budget Discussion

At the January 22, 2019 budget work session, Council heard presentations from Carroll Area Development Corporation, Carroll Chamber of Commerce and Airport Commission for their FY 20 funding requests in which all had requested an increase from the FY 19 funding amount.

The Carroll County Community of Concern Food Pantry has also requested an increase for FY 20 to \$10,080. The FY 20 budget proposal includes funding in the amount of \$5,450. The FY 19 funding amount was \$5,000. A representative from the Food Pantry will be at the Council meeting to discuss the funding request for FY 20.

RECOMMENDATION: Council discussion and direction to staff regarding:

- FY 20 outside agency funding requests
- FY 20 budget changes

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YEARS

**Community Of Concern
322 West 3rd Street
Carroll, Iowa 51401
712-792-5150**

Roxanne Reinart, Direct

November 29, 2018

**To: City Of Carroll
From: Carroll County Community Of Concern Inc.
Subject: Carroll county Community Of Concern Food Pantry**

Dear Sirs:

We appreciate the many years of support the city of Carroll to our agency to help us to serve Carroll citizens. While we do receive generous food supplies to provide help to our clients, we also need funding for our rent and administrative expenses. The money we are receive from the city goes to help cover our rent costs.

We are again requesting funding consideration for our agency for the coming fiscal year. This year the Carroll County Community of Concern would like to request the sum of 10,080.00. This Request is the increase we have incurred in our rent since our relocation in 2016. Our lease is up for renewal this upcoming year and hoping for no changes. This has had a big impact on our non profit agency. We have also asked for an increase from The County Board of Supervisors.

The Community Of Concern Food Pantry provides food for any house hold in Carroll County in an emergency situation.

We have attached the information requested about our services. We will be happy to meet in person with the city Council to discuss our budget needs. We Thank you for your consideration of our request and for your kind support in the past years.

Sincerely, Roxie Reinart Director



Summer Parrott Board President



The purpose and objectives of the Carroll County Community Of Concern, Inc. shall be to provide, promote, and coordinate services to the poor, needy, elderly, and disabled of Carroll County, Iowa. This includes but is not limited to 1) food and assistance to qualifying individuals; 2) Disseminate information; 3) educate the public about the needs of the poor, elderly, and disabled; 4) to secure or aid in securing funding to establish or support community services; and 5) to originate programs and activity ideas to better these populations.



Carroll

Community of Concern

322 West 3rd Street Carroll, Iowa 51401

2018 Community of Concern Board of Directors

Executive Board Officers

Summer Parrott, President

Sharon Murray, Vice-President

Jill Woodward, Secretary

Nicole McCarville, Treasurer

Jonathon Pogge-Weaver, Member At Large

Director:

Roxanne Reinart

503 E. 2nd Street

Carroll, Iowa 51401

712-292-8383

CommofConcern@Hotmail.com

Hired June 2008

Sharon Murray (2008)

1713 Marcella Heights

Carroll, Iowa 51401

712-792-5035

Smurray1713@q.com

Term expires 2020

Glenn Sturm (2018)

3936 Rolland Ave

Breda, Iowa 51436

712-830-6919

No email

Term expires 2020

Nicolle McCarville (2016)

716 San Salvador

Carroll, Iowa 51401

712-790-4857

Nicole_McCarville@newhopevillage.org

Term expires 2020

Jonathon Pogge-Weaver (2018)

607 Troy Drive

Carroll, Iowa 51401

712-790-3025

JonathonPW@BOTW.com

Term expires 2020

Summer Parrott (2017)

1719 N. Adams St

Carroll, Iowa 51401

712-790-2700

Benandsummer@msn.com

Term expires 2019

Jill Woodward (2009)

209 N. Maple Street

Carroll, Iowa 51401

712-830-6891

Jill_Marie2007@hotmail.com

Term expires 2019

Luanne Kustra (2011)

1819 Highland Drive

Carroll, Iowa 51401

712-790-5244

LKK@stanthonyhospital.org

Term expires 2019

Barbara Janssen (2014)

26035 290th Street

Dedham, Iowa 51440

No email

712-830-2557

Term expires 2020

Judy Beyer (2018)

203 N. Walnut Street

Carroll, Iowa 51401

712-790-4475

Djbeyer53@hotmail.com

Term expires 2020

Susan Uhl (2018)

112 Kevin Avenue

Carroll, Iowa 51401

641-629-0451

SAUhl@Pella.com

Term expires 2020

	Budget 12/31/2018
301 Individual Contributions	\$16,000.00
302 Organization Contributions	\$16,000.00
308 United Way	\$5,500.00
309 County	\$5,000.00
310 State Contract	\$4,203.00
311 City Support	\$3,000.00
312 Grants-Private	\$2,000.00
313 Event Income	\$-
331 Investment Income	\$1,550.00
Total Income	<u>\$53,253.00</u>
401 Purchased Foods	\$3,000.00
402 Food Bank of Iowa	\$400.00
411 Salaries	\$22,020.00
412 Payroll Taxes	\$1,685.00
Health Insurance	\$2,712.00
414 Contract Labor	\$1,000.00
421 Equipment	\$1,000.00
422 Special Projects	\$2,000.00
435 Insurance	\$1,825.00
441 maintenance & repairs	\$1,800.00
444 Miscellaneous	\$500.00
451 Office Supplies	\$1,500.00
453 Postage	\$500.00
Printing & Publications	\$200.00
465 Rent	\$11,000.00
471 Travel	\$500.00
475 Utilities	\$4,600.00
Total Expenses	<u>\$56,242.00</u>
Net Income (Loss)	\$(2,989.00)
	-5.61%

Community of Concern
2019 Budget

	Budget <u>12/31/2019</u>
301 Individual Contributions	\$ 16,000.00
302 Organization Contributions	\$ 16,000.00
308 United Way	\$ 3,750.00
309 County	\$ 3,000.00
310 State Contract	\$ 4,203.00
311 City Support	\$ 5,000.00
312 Grants-Private	\$ 2,500.00
331 Investment Income	<u>\$ 1,000.00</u>
Total Income	<u>\$ 51,453.00</u>
401 Purchased Foods	\$ 2,500.00
411 Salaries	\$ 22,680.00
412 Payroll Taxes	\$ 1,735.55
Health Insurance	\$ 2,793.00
414 Contract Labor	\$ 1,000.00
421 Equipment	\$ 1,000.00
422 Special Projects	\$ 2,500.00
435 Insurance	\$ 1,600.00
441 maintenance & repairs	\$ 1,000.00
444 Miscellaneous	\$ 500.00
451 Office Supplies	\$ 500.00
453 Postage	\$ 500.00
Printing & Publications	\$ 350.00
465 Rent	\$ 12,000.00
471 Travel	\$ 200.00
475 Utilities	<u>\$ 6,000.00</u>
Total Expenses	<u>\$ 56,858.55</u>
Net Income (Loss)	\$ (5,405.55)
	-10.51%

Community Of Concern
322 West 3rd Street
Carroll, Iowa 51401
712-792-5150

Roxanne Reinart, Direct

Description of services:

The Carroll Community Of Concern Food Panty was established in August Of 1981. With the generous help of local churches, schools, groups, businesses, and individuals, and city and county funding sources, over the last 37 years we have been able to provide assistance and food to to thousands of Carroll County residents in need.

We serve Carroll county residents. Since we are a private, non for profit agency, we do not need to follow income guidelines to provide help to persons in emergency or critical need. Our services are meant to help people whom other agencies may not be able to help. We do not let anyone truly in need go hungry. We provide a balanced meal when we provide food for families. We are able to provide meat, bread, produce, some fruit, canned and packaged foods.

More than half of our budget is provided by local community support and the rrest with the help from Carroll United Way, Carroll County Board Of Supervisors, and we have a Small state Volunteer Contract. We have also applied for grants to be able to purchase refrigerates and freezers and other necessary items fort he food pantry.

Referrals are received by others. We are seeing people we have not seen previous and more working families. Our Office hours are Monday Through Friday 8 a.m. through 11:30 a.m. And by appt.

In 2017 we served 884 families which represented 2726 people. As og the end of Oct. we have served 830 households. Some of the households we are seeing would fall between the cracks as they would not qualify for any other government program. The average food call is valued around 295.00, so the total value of food assistance provided by our agency in 2017 was 260,780.00.

There is a true need to help the working poor in Carroll County for those that would otherwise have no other place to go in time of need. We appreciate your help in continuing to serve these people.

Thank you for you consideration

Roxanne Reinart

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 *MTPW*

DATE: January 23, 2019

SUBJECT: Carroll Public Library/Carroll City Hall
Change Order No. 2

During demolition at the Library site and the future City Hall site, there were a number of items were discovered that were not included in the Contract and were found necessary to complete in order to continue contract work. The items are detailed in the attached, proposed Change Order No. 2 and summarized as follows:

Column Modifications at City Hall	\$ 2,264.00
Existing Mechanical Shafts Changes at Library	\$ 2,132.00
MidAmerican Energy Power service change at City Hall	\$ 6,887.00
Factory Finish Wood Doors at City Hall	\$ 1,437.00
New Water Lines to PD & Elevator Landing at Library	\$ 19,932.00
Moving of Structural Braces at Library	\$ 2,933.00
Add whole building Surge Protection at Library	\$ 2,706.00
Chamber Ceiling & Sidelights changes at City Hall	\$ 2,568.00
Brick over old Night Deposit at City Hall	\$ 830.00
Door & Hardware Modifications at City Hall	\$ 5,025.00
Additional Footage on Helical Anchors at Library	\$ 7,995.00
<u>Revised Pad Footing at Library</u>	<u>\$ 1,742.00</u>
Total Change Order No. 2	\$ 56,451.00

The proposed Change Order No. 2 also adds 8 days to the Contract for Completion of the City Hall portion of the project and 11 days for the Library portion of the project. The new completion date of City Hall is August 21, 2019 and the Library completion date is November 11, 2019 at this time.

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The effect of the proposed Change Order No. 2 on the Contract is as follows:

	<u>Cost</u>	<u>City Hall Completion Date</u>	<u>Library Completion Date</u>
Original Contract	\$ 4,526,100.00	August 2, 2019	October 25, 2019
Change Order No. 1 (Approved)	\$ 29,087.00	9 days	0 days
Contract with Change Order #1	\$ 4,555,187.00	August 11, 2019	October 25, 2019
Change Order No. 2 (Proposed)	\$ 56,451.00	8 days	11 days
Contract with Change Order #2	\$ 4,611,638.00	August 21, 2019	November 11, 2019

The budget for the Carroll Public Library/Carroll City Hall included a planned construction contingency of \$362,088.00. The first change order reduced the amount to \$333,001. If the second change order is approved, \$276,550 of the construction contingency will remain for the project.

RECOMMENDATION: Mayor and City Council consideration and approval of Change Order No. 2 to the Carroll Public Library/Carroll City Hall project in the amount of \$56,451.00.



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Change Order

PROJECT (Name and address):Carroll City Hall
627 North Adams
Carroll, IA 51401**CHANGE ORDER NUMBER:** 02**DATE:** January 22, 2018OWNER: ARCHITECT: CONTRACTOR: **TO CONTRACTOR (Name and address):**Badding Construction .
814 W 9th Street
Carroll, IA 51401**ARCHITECT'S PROJECT NUMBER:** 17843000**CONTRACT DATE:** Jan 12, 2018**CONTRACT FOR:** General ConstructionFIELD: OTHER: **THE CONTRACT IS CHANGED AS FOLLOWS:***(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)*

CR#03 (Column Modifications ITC#01) CH	Add \$2,264.00
CR#09 (Existing Mechanical Shafts RFI#06) PL	Add \$2,132.00
CR#14 (MidAmerican Energy Power) CH	Add \$6,887.00
CR#15 (Factory Finish Wood Doors) CH	Add \$1,437.00
CR#16 (Water Lines & Elevator Landing ITC#02) PL	Add \$19,932.00
CR#17 (Structural Braces RFI#13) PL	Add \$ 2,933.00
CR#18 (Surge Protection ITC#03) PL	Add \$ 2,706.00
CR#19 (Chamber Ceiling & Sidelights ITC#04) CH	Add \$ 2,568.00
CR#20 (Masonry at Night Deposit RFI#09) CH	Add \$ 830.00
CR#21 (Door & Hardware Modifications in ITC#03) CH	Add \$ 5,025.00
CR#22 (Additional Footage on Helical Anchors @ C.7) PL	Add \$ 7,995.00
CR#27 (Pad Footing per RFI#18) PL	Add \$ 1,742.00

The original Contract Sum was	\$ 4,526,100.00
The net change by previously authorized Change Orders	\$ 29,087.00
The Contract Sum prior to this Change Order was	\$ 4,555,187.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 56,451.00
The new Contract Sum including this Change Order will be	\$ 4,611,638.00

The Contract Time will be increased by *see below* (*) days.

The date of Substantial Completion as of the date of this Change Order therefore is *see below*.

*** Carroll City Hall**

Original Completion Date: August 2, 2019

Change Order 1 - increase nine (9) days to August 11, 2019 (executed and approved)

Change Order 2 - increase eight (8) days to August 21, 2019

*** Carroll Public Library**

Original Completion Date: October 25, 2019

Change Order 2 - increase eleven (11) days to November 11, 2019

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

OPN Architects, Inc.

Badding Construction .

City of Carroll, Iowa

ARCHITECT *(Firm name)*

CONTRACTOR *(Firm name)*

OWNER *(Firm name)*

100 Court Avenue, Suite 100
Des Moines, IA 50309

814 West 9th Street
Carroll, IA 51401

112 E. 12th Street
Carroll, IA 51401

ADDRESS

ADDRESS

ADDRESS

BY *(Signature)*

BY *(Signature)*

BY *(Signature)*

Joe Feldmann
(Typed name)

Tony Badding
(Typed name)

Dr. Eric Jensen
(Typed name)

DATE

DATE

DATE

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 *MWPW*
DATE: January 24, 2019
SUBJECT: 2018-2019 Annual Planning Session - Work Plan

The 2018-2019 Annual Planning Session Report was approved by the City Council on December 18, 2018. Attached to this report is the work plan for the 2018-2019 Annual Planning Session Report. This work plan details each priority item from the Annual Planning Session Report and shows the responsible party, potential work session dates (if needed), anticipated/tentative timeline, and anticipated/possible funding sources for each item.

The work plan provides a realistic schedule for each of the projects. Future approvals on each item in the work plan are still subject to final approval of the Council. Additionally, needed financial resources through bonding will be necessary for several of the projects to ultimately move forward.

With that in mind, this work plan should be viewed as a guide for the Community on how staff will proceed with each item. As with any good guide, it should be viewed as a document that will help "show us the way" but not as a document that is "set in stone" or forces the City to act in a certain way. It will be subject to change when a change in course is necessary.

The request is for the Council to review and ask questions on the work plan, make desired changes, and approve the document.

RECOMMENDATION: Approve the attached work plan for the 2018-2019 Annual Planning Session Report as presented.

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2018-2019 Priority Items

Item	Responsible Party	Potential Work session Date	Time Line	Anticipated Funding Source
New Priority Programs, Policies, and Initiatives				
Rec Center improvements – start budgeting funds for Rec Center Plan with Spring 2020 referendum	Parks and Recreation	As needed	<p>February 8, 2019 Rec Center architectural services RFQ's for concept design due to the City</p> <p>February 25, 2019 City Council approves contract for architectural services</p> <p>April 1, 2019 Kick off meeting on Concept Design Contract</p> <p>August 1, 2019 Completion of Concept Plan and preliminary cost estimate</p> <p>November 15, 2019 Presentation of final layout and renderings</p> <p>March 3, 2020 Referendum</p> <p>May 1, 2020 Start of construction plans</p> <p>December 15, 2020 Approval of construction plans</p> <p>April 1, 2021 Start construction</p>	General Fund L.O.S.T. G.O. Bond
Code Enforcement Officer to handle rental inspections and nuisances	Building Code Enforcement	April 2019 - Review rental housing code	<p>Early 2019 staff develops draft rental housing code</p> <p>Spring 2019 City Council considers and adopts rental housing code</p> <p>July 2019 City hires code enforcement officer</p>	User Fees General Fund

On-Going Commitments/ Obligations

Library /City Hall construction	Administration and Library	None Anticipated	Construction 2018/2019 Completion Fall/Winter 2019	G.O. Bond Hotel/Motel Tax Local Option Sales Tax Library Foundation
Council adoption of Financial Policies	Administration	Fall 2019	Ongoing	General Fund

Item	Responsible Party	Potential Work session Date	Time Line	Anticipated Funding Source
Waste Water Treatment Plant improvements – comply with disinfection and nutrient reduction requirements – implementation of multi-year plan	Public Works	10/24/2016 Completed Additional not anticipated	<u>Disinfection</u> Final Plan 03/01/2019 Construction Contract 3/01/2019 Compliance 04/01/2020 <u>Nutrient Reduction</u> Feasibility Report 1/01/2019	Sewer Utility Fund State Revolving Fund Loan
Continue street improvements	Public Works	None Anticipated	<u>Street Resurfacing - 2019</u> Final Plan 3/1/2019 Construction Contract 3/1/2019 Construction 2019 <u>West St Resurfacing</u> Design FY 19-20 Construction 2020 <u>Street Resurfacing - 2020</u> Design FY 19-20 Construction 2020	STP Federal Funding Local Option Sales Tax Road Use Tax Storm Water Utility G.O. Bond
Implement Street Maintenance Building project	Public Works	None Anticipated	Final Plan Fall 2019 Construction Contract Spring 2020 Construction FY 20-21	General Fund Local Option Sales Tax Road Use Tax
Continue Corridor of Commerce streetscapes on planned basis -Phases IX completion -Phases X -Phases XI	Public Works	None Anticipated	<u>Phase 10</u> Final Plan 3/2019 Construction Contract 4/2019 Construction 2019 <u>Phase 11</u> Final Plan 12/2019 Construction 2023	Tax Increment Financing
Implement Housing Study – continue to study issue	Administration, Mayor and Council	6/26/2017 Completed	Ongoing	Housing TIF Local Option Sales Tax General Fund
Make a decision regarding Rental Housing and Code Enforcement, including staffing	Building Code Enforcement	April 2019 - Review rental housing code	Early 2019 staff develops draft rental housing code Spring 2019 City Council considers and adopts rental housing code July 2019 City hires code enforcement officer	User Fees General Fund

Item	Responsible Party	Potential Work session Date	Time Line	Anticipated Funding Source
Develop plan/strategy for Rec Center for long-term viability, including programming, membership, financing, operational and physical improvements	Parks and Recreation	Spring 2019	Ongoing	User Fees General Fund
Develop plans regarding Graham Park Athletic District, including parking	Parks and Recreation	2/10/2017 Reviewed Plan Future workshops will be needed	Predesign FY 19-20 Work over the next 20+ Years	G.O. Bond Hotel/Motel Tax Local Option Sales Tax
Trails expansion	Parks and Recreation	None Anticipated	10+ Years	G.O. Bond Hotel/Motel Tax Local Option Sales Tax
Develop a plan for Pickleball Courts	Parks and Recreation	None Anticipated	FY 19-20	G.O. Bond
All-inclusive playground system at Northeast Park/Kellan's Kingdom	Parks and Recreation	None Anticipated	NE Park Development over next 15-20 years	G.O. Bond Hotel/Motel Tax Local Option Sales Tax

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 *MJPW*

DATE: January 24, 2019

SUBJECT: Committee Reports

1. Library Board (meets 3rd or 4th Monday of month) – **January 21, 2019**
2. Board of Adjustment (meets 1st Monday of month) –
3. Planning and Zoning Commission (meets 2nd Wednesday of month) –
4. Carroll Airport Commission (meets 2nd Monday of month) – **January 14, 2019**
5. Parks, Recreation & Cultural Advisory Board (meets 3rd Monday of January, March, May, July, September and November) – **January 21, 2019**
6. Carroll County Solid Waste Management Commission (meets 2nd Tuesday of month) – **January 9, 2019**
7. Historical Preservation Commission (no regular meeting dates) –
8. Safety Committee (no regular meeting dates) –
9. Civil Service Commission (as needed) –

Library Board Minutes

January 21, 2019

The Carroll Board of Trustees met in the Region XII Training Room. Trustees present: Jacob Fiscus, Thomas Parrish, Summer Parrott, Paul Reicks, Sondra Rierson, Carol Shields, Ralph von Qualen, and Director Rachel Van Erdewyk. Trustees absent: Laurie Schenkelberg and Kyle Ulveling. Also present: city councilman LaVern Dirx and citizen Nancy Riddle.

Rierson called the meeting to order at 5:16. Introductions were made to new trustee Thomas Parrish. It was moved by Parrott and seconded by Reicks to approve the agenda. All voted aye. Absent: Schenkelberg and Ulveling. It was moved by von Qualen and seconded by Shields to approve the minutes of the December meeting and the special meeting on January 8. All voted aye. Absent: Schenkelberg and Ulveling. It was moved by Fiscus and seconded by von Qualen to approve the bills. All voted aye. Absent: Schenkelberg and Ulveling.

Director's Report: Children's programming continued this month with regular schedule of Rookie Readers, Diane's Read-Aloud, Pet readers and outreach visits. Mike Anderson presented a program about Santa's brother, Hugo Klaus. Adult programming continued this month with Crafty Library Ladies, Tech Help Fridays, Book Clubs, and Poetry Group. Total program attendance was 759. Monthly door count was 3,934. Total resources utilized was 15,987.

Board of Education: None.

Old Business: Discussion on Library/City Hall project. The city council approved adding a family bathroom and mother's room to the library in the remodel.

New Business: Discussion on the library budget. After discussion, it was moved by Fiscus and seconded by Parrott to approve the FY 2019-2020 Library Budget. All voted aye. Absent: Schenkelberg and Ulveling.

It was moved by Parrott and seconded by von Qualen to adjourn. All voted aye. Absent: Schenkelberg and Ulveling. Meeting adjourned at 6:08. Next regular meeting will be February 18, 2018.

Sondra Rierson—President

Judy Behm—Recording Secretary

CARROLL AIRPORT COMMISSION

Regular Meeting

The regular meeting of the Carroll Airport Commission was held on Monday, January 14, 2019, at the Arthur Neu Airport. Commission members in attendance were Greg Siemann, Gene Vincent, Kevin Wittrock and Dick Fulton. Norman Hutcheson attended via telephone. Also attending were Don Mensen, airport manager and Carol Schoeppner, recording secretary. Vice-Chairman Siemann conducted the 5:30 P.M. meeting.

MINUTES

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

TALL STRUCTURE ISSUE

Vice-Chairman Siemann reported that Gina Badding will present oral argument at the Supreme Court hearing on January 23rd. Martin Danner applied for a building permit to the County Zoning office for a construction of a grain bin in the area of the contested bin of Lorene Danner which was denied due to the on going litigation. The Carroll Airport Commission denied approval for the bin for the same reason some months ago.

TOPICS DISCUSSED:

Don reported the generator was fixed.

Don presented the Commission an airport T-hanger sublease for discussion. Arthur Neu Airport at this time does not have an airport T-hanger sublease. Much discussion followed. Comm. Siemann and Comm. Wittrock will check their personal aircraft insurance to see what terms should be included in this sublease.

BILLS

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

January 14, 2019

Page 2

Carroll Aviation	contract	\$ 6,600.00
McClure Engineering	FAA funding fees	710.00
Community Oil	equipment gas	1,041.60
IA DNR	tank management fees	130.00
Wittrock Motor	Dec car rental	375.00
Drees Oil	building propane	127.93
Raccoon Valley Elec	Dec electric service	1,667.27
Ace Hardware	cleaning supplies	39.92
Blueglobes	runwau lights	256.71
Carroll Refuse	Dec garbage	57.00
Ecowater	cooler rent/water	110.92
Carroll Cleaning	door mat	383.00
Carol Schoeppner	secretary contract	350.00

A motion by Comm. Fulton and seconded by Comm. Vincent 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.

There being no further business, a motion by Comm. Wittrock and seconded by Comm. Fulton was made to adjourn at 6:47 P.M..

The next regular meeting of the Carroll Airport Commission will be February 11, 2019 at the Arthur Neu Airport.

ATTEST:

CARROLL AIRPORT COMMISSION

Regular Meeting

Monday, February 11, 2018

5:30 P.M.

Arthur Neu Airport

Agenda

Approve minutes from previous meeting

Tall Structure Issue

T-Hanger Sublease

New Business

Approve monthly bills

PARKS, RECREATION AND CULTURAL BOARD MEETING MINUTES
January 21, 2019 @ 5:15 P.M.
Carroll Recreation Center - Crafts Room

The Parks, Recreation and Cultural Board met on this date at 5:15 p.m. at the Carroll Recreation Center – Crafts Room. Members Present: Jeff Aden, Summer Boes, Matt Hodges, Brook Mikelle, Ryan Milligan, Clay Netusil and Lois Neu. Absent: None. Staff Present: Jack Wardell, Director of Parks and Recreation, Joel Cortum, Recreation Center Superintendent.

* * * * *

The meeting was called to order at 5:15 P.M.

* * * * *

It was moved by Hodges and seconded by Aden to approve the January 21, 2019 agenda as presented. All present voted Aye.

* * * * *

It was moved by Aden and seconded by Boes to approve the October 29, 2018 minutes. All present voted Aye.

* * * * *

Wardell updated on the status of the pickleball courts. No action required.

* * * * *

Wardell updated the board on the status of the trails design. Board recommended if the City only does one of the two segments of the trails, the City should construct the trail around Youth Sports Complex and the soccer field complex. No action required.

* * * * *

Wardell asked for board members to serve on the Carroll Recreation Center Building Improvements committee. Hodges, Neu and Boes would like to be on the committee. No action taken

* * * * *

Wardell updated board on the upcoming FY'20 budget highlights. No action taken.

* * * * *

Neu mentioned the City should look at a caution lighted crosswalk from Graham Park to the Football Stadium.

* * * * *

It was moved by Neu and seconded by Boes to adjourn at 6:15 pm. All present voted Aye.

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

January 9, 2019

1. The meeting was called to order at 5:30 p.m. by Chairman Marty Danzer, in the office at the Carroll County Recycling Center. Others in attendance were Dr. Eric Jensen, City of Carroll; Jeff Anthofer, City of Coon Rapids; Harvey Dales, City of Manning; Mike Schwabe, City of Breda; and Rich Ruggles, Carroll County Supervisor. Also attending were Mary Wittry, Director, and Dan Halbur, Office Manager.
2. Agenda: Wittry added to "other" discussion of scholarship application. With the addition, Dales made the motion to approve the agenda and Dr. Jensen seconded. Motion carried, all voting aye.
3. Dr. Jensen made the motion and Schwabe seconded to approve the minutes of the Executive Board meeting on December 11, 2018. Motion carried, all voting aye.
4. Dales reviewed the Bills Payable--see attached. Wittry updated the board on services performed on Rotert Construction's pay application #7. The Commission has not received pay application #1 from J.B. Holland. Anthofer made the motion and Dr. Jensen seconded to approve the bills as presented. Motion carried, all voting aye.
5. Halbur presented the financial report --see attached. Dales made the motion and Dr. Jensen seconded to approve the financial report as presented. Motion carried, all voting aye.
6. Wittry reported on inmate transportation. No action taken
7. Wittry reported on the progress of 5B/6 construction project.
8. Wittry updated the board on the sorting line modification.
9. Recycling update: A Production Staff employee has turned in their two week notice.
10. Landfill update: Wittry informed the board that the new maintenance building will be completed next week, the disassembly and removal of the former maintenance is complete, and a landfill inspection will be conducted Friday.
11. Other: Wittry informed the board that Halbur will be submitting an application to Iowa Society of Solid Waste Operations (ISOSWO), and if selected, will receive a sponsorship from the state chapter to attend a national conference on solid waste/recycling in Boston, MA.
12. Next meeting date: MONDAY, February 11, 2019 at 7:30 a.m.
Beginning in March, Executive Board meetings will start at 7:00 a.m.
13. Anthofer made the motion to adjourn the meeting at 6:12 p.m. Motion carried, all voting aye.

Respectfully submitted by:

Daniel J Halbur

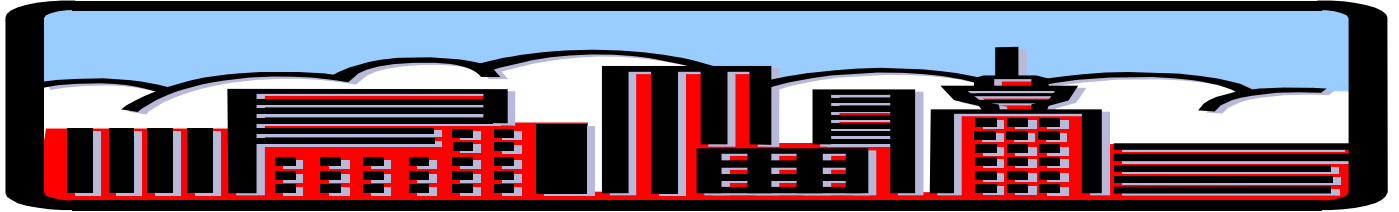
CARROLL COUNTY SOLID WASTE MANAGEMENT COMMISSION
ANNUAL BOARD MEETING--UNAPPROVED MINUTES

JANUARY 9, 2019

1. The meeting was called to order at 7:00 p.m. by Marty Danzer in the office of the Carroll County Recycling Center. See attached list of attendees.
2. Dales made the motion and Schwabe seconded to approve the agenda as presented. Motion carried, all voting aye.
3. Schwabe made the motion and Dr. Jensen seconded to approve the minutes of the January 17, 2018 annual meeting as presented. Motion carried, all voting aye.
4. Schwabe made the motion to approve the appointment of Harvey Dales for a five year term on the Executive Board. Ruggles seconded the motion. Motion carried, all voting aye.
5. Ruggles made a motion and Dr. Jensen seconded to appoint Jeff Anthofer as Chairperson. Motion carried, all voting aye. Anthofer made a motion and Ruggles seconded to reappoint Dr. Eric Jensen as Vice-Chairperson. Motion carried, all voting aye. Schwabe made a motion and Dr. Jensen seconded to reappoint Harvey Dales as Secretary/Treasurer. Motion carried, all voting aye. Anthofer took over as Chairperson from here.
6. Wittry presented the Director's annual report, detailing the highlights of 2018 and the goals for 2019. Dr. Jensen made the motion to accept the Director's report as presented and Ruggles seconded. Motion carried, all voting aye.
7. Commission CPA, Robert Muhlbauer, presented an overview of the 2017-2018 audit. Dales made a motion to accept the audit report as presented and Schwabe seconded. Motion carried, all voting aye.
8. Wittry read a letter from the Polking Law Office—see attached, stating that there is no known pending litigation against the commission. Schwabe made the motion and Ruggles seconded to accept the legal report as presented. Motion carried, all voting aye.
9. Wittry presented the amended 2018-2019 budget, which was approved by the Executive Board at the December meeting. Dr. Jensen made the motion and Schwabe seconded to approve the amended 2018-2019 budget as presented. Motion carried, all voting aye.
10. Wittry presented the proposed 2019-2020 budget, which was approved by the Executive Board at the December meeting. Wittry noted that this budget includes no tipping fee or assessment increase. Schwabe made the motion and Dr. Jensen seconded to accept the proposed 2019-2020 budget as presented. Motion carried, all voting aye.
11. Other: Wittry and Board members thanked Danzer for his service to the Commission.
12. Dr. Jensen made the motion and Ruggles seconded to adjourn the meeting at 7:45 p.m. Motion carried, all voting aye.

Respectfully submitted,

Daniel J. Halbur



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

December 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 bonding attorney (Ahlers) and financial advisors (PFM) on debt issuance
- Prepared FY 17/18 audit MD&A and final FY 17/18 audit report
- Compiled and reviewed FY 19/20 budget proposal
- Attended IA League of Cities Budget Workshop – December 6 (Johnston)
- Continued to promote wellness initiatives (Carroll County Wellness Coalition and City wellness program)
 - Wellness Coalition Meeting – December 20
 - Wellness Meeting with Benefit Source – December 13 (new city wellness program)

Activities planned for next month and other comments:

- Continue to work on delinquent water accounts/water issues
- Draft financial policies
- Finalize FY 19/20 budget proposal to deliver to Council
- Finalize FY 17/18 audit report with presentation to Council
- Council budget work sessions – January 17, 22, and 29
- Begin preparing FY 19/20 budget state forms
- Prepare 2018 W2s and mail to employees
- Continue to promote wellness program with employees
 - Wellness Coalition Meeting – January 16
 - Roll out new wellness website – January 2019

Accomplishments of particular note:

- 320 utility bills and statements were emailed in December 2018

Fire Department

As reported by Greg Schreck, Fire Chief

Routine Activities for the month:

The Department responded to six calls for service and held three training sessions in December.

Firefighters conducted regular training with truck and equipment operations. Firefighters also took some time from our regular drill routine to conduct an extensive cleaning of the station and all vehicles.

Run Report for December:

Alarm Date	Alarm Location	Incident Type
12/04/2018	½ East of Glidden	Vehicle roll-over
12/07/2018	720 N East St	House fire
12/11/2018	Highway 71 & 140 th St	Vehicle collision
12/12/2018	250 th & Olympic Ave	Vehicle roll-over
12/23/2018	125 E 10 th St	Vehicle hit house
12/26/2018	210 th & Noble	Un-attended brush fire

Police Department

As reported by Brad Burke, Police Chief

Routine Activities for the month:

Captain Ethan Kathol attended supervisor training at the Iowa Law Enforcement Academy (ILEA) on the 3rd and 4th. This training is a beginning step to learning about management since his promotion to the rank of Captain.

Officer Jeff Nichols attended tactical medicine for patrol officers on the 10th and 11th. This provided training to treat medical emergencies such as wounds from vehicle accidents to stop the bleed techniques from bullet wounds. This can be used in emergencies for himself, other officers, or the public.

The Carroll Middle School 6th grade graduated from DARE on the 10th. This course was taught to the 6th grade one day a week since the beginning of school. Congratulations to the 6th grade CMS class.

All officers participated in the quarterly physical fitness assessment on the 12th. On the 13th all officers completed TASER recertification training. Both of these are held in house with certified instructors on staff with the CPD.

Two new patrol officers began employment this month. Blake Fiferlick started on the 16th and Steven Pudenz began on the 17th. Both officers will begin the academy on January 2nd and will complete on April 19th. Once the academy is complete they will begin their 10 week field training before being assigned to a patrol shift.

Officer McCarty attended methamphetamine investigations training at the Midwest Counter Drug Training Center (MCTC) on Camp Dodge. This training took place from the 17th to the 19th.

Tony Amdor was promoted to the rank of Sergeant on the 29th. Congratulations Sergeant Amdor.

Offense Summary

CARROLL POLICE DEPARTMENT OFFENSE SUMMARY

Offenses	Incidents		
	December 2018	December 2017	December 2016
Forcible Rape			
Forcible Fondling	1		1
Porno/Obscene Material			
Aggravated Assault	1		
Domestic Violence			
Simple Assault	5	6	1
Domestic Abuse	3	1	
Burglary/B&E	1	1	3
Shoplifting	12	1	4
Theft from Vehicle	2	2	1
Theft Vehicle Part			
Theft of Bike		1	
Theft from Building	4	8	1
Other Larceny	1		
Motor Vehicle Theft	1	1	
Counterfeit/Forgery	1	2	3
Credit/ATM Fraud	1	1	3
Identify Theft			
Wire Fraud	1		
Bad Checks		1	1
Stolen Property			
Vandalism			
Vandalism: Business	1	1	
Vandalism: Residence		2	1
Vandalism: Vehicle	1		3
Vandalism: School			
Vandalism: Other			1
Weapon Law Violation			1
Drug/Narc Violations	2	5	2
Drug Equipment Viol			
Drive Under Influence	1	1	4
OWI 2 nd		1	
OWI 3 rd			
Liquor Law Violation			
Under 21 BAC.02			
Drunkenness		1	5
Disorderly Conduct	1		2
Harassment	2	2	
All Other Offenses	2	3	2
False Information			1
Trespassing	1	1	
Runaway			
Missing Person			

Cruelty to Animal			
Found Person			
Found Animal			
Found Property	2	1	5
Firearms Accidents			1
Unattended Death	1	1	
Suicide			
Animal Bite	1		2
Dispose of Animal			
Warrant Outside	4	4	9
Restraining Order			1
1050F Traffic Accident			
10-50 PI Personal Injury			1
10-50 PI MV Pedestrian			
10-50 PI Car & Bike			
10-50 PD Prop.	16	28	11
10-50 Car & Deer		1	
1050 PD: Hit and Run	1	2	5
1050 PD: City Vehicle			1
1050 PD: Police Vehicle			1
10-50 PD Under 1500	3	2	4
Assist Other Agency		1	
Moving Violations		1	
Op After Revocation	5	1	1
Operate After Suspen	13	8	8
Miscellaneous Public	5	1	4
Total	96	93	94

12/01/2018 thru 12/31/2018

Citations	
Animal	0
Dark Windows	0
License Violation	22
Other	3
Violation (Parking)	23
Registration	18
Seatbelt	20
Tobacco	0
Traffic	42
Warning Notices	221
Loud Stereo	0
TOTAL	349

12/01/2018 thru 12/31/2018

Salvage Vehicle Inspections: 8

Building Department

As reported by Perry Johnson, Building Official

Permits - By Class - By Type - December 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	NONE	\$0.00		\$0.00
Commercial Building Valuation Total:			\$0.00	Commercial Building Fee Total:	\$0.00
	Electrical	12/13/2018		180374	\$77.74
		12/26/2018		180377	\$121.48
Commercial Electrical Fee Total:					\$199.22
	Mechanical	NONE			\$0.00
Commercial Mechanical Fee Total:					\$0.00
	Plumbing	12/26/2018		180378	\$23.50
Commercial Plumbing Fee Total:					\$23.50
	Right of Way	12/13/2018		180375	\$0.00
Commercial Right of Way Fee Total:					\$0.00
	Sign	12/13/2018		180373	\$30.00
Commercial Sign Fee Total:					\$30.00
Commercial Valuation Total:			\$0.00	Commercial Fee Total:	\$252.72

<i>Residential</i>					
Building					
	12/26/2018	\$18,000.00		180376	\$134.50
Residential Building Valuation Total:		\$18,000.00	Residential Building Fee Total:		\$134.50
Electrical					
	NONE				\$0.00
				Residential Electrical Fee Total:	\$0.00
Mechanical					
	NONE				\$0.00
				Residential Mechanical Fee Total:	\$0.00
Plumbing					
	NONE				\$0.00
				Residential Plumbing Fee Total:	\$0.00
Right of Way					
	NONE				\$0.00
				Residential Right of Way Fee Total:	\$0.00
Sign					
	NONE				\$0.00
				Residential Sign Fee Total:	\$0.00
Residential Valuation Total:		\$18,000.00	Residential Fee Total:		\$134.50
Valuation Grand Total:		\$18,000.00	Fee Grand Total:		\$387.22

Permits - YTD - through December 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	\$7,640,700.00		\$10,600.50
	Electrical			\$2,164.27
	Mechanical			\$446.65
	Plumbing			\$1,219.50
	Right of Way			\$740.50
	Sign			\$495.00
	Commercial Valuation Total:	\$7,640,700.00	Commercial Fee Total:	\$15,666.42
<i>Residential</i>				
	Building	\$6,377,821.37		\$21,593.67
	Electrical			\$3,320.98
	Mechanical			\$1,230.97
	Plumbing			\$1,565.50
	Right of Way			\$4,190.00
	Sign			
	Residential Valuation Total:	\$6,377,821.37	Residential Fee Total:	\$31,901.12
Valuation Grand Total:		\$14,132,321.37	Fee Grand Total: \$47,567.54	

Public Works

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

Routine Activities for the month:

Division: Streets: Tom Weber, Street Superintendent

- Excavated seven graves for Cemetery.
- Snow removal and ice control for snow events.
- Removed snow from CBD.
- Trimmed trees.
- Assisted Wastewater Division with water leak.
- Maintained signs and signals.
- Bladed gravel roads.
- Maintained snow equipment.
- Division Safety Meeting: Mobile Phone Use with a DCL Vehicle; December 10, 2018.

Division: Water: Terry Kluver, Water Superintendent

- Water production:

Monthly Total:	28.994 million gallons
Daily Average:	0.935 million gallons
Daily Maximum:	1.190 million gallons
- Completed 36 Iowa One Call locate requests.
- Meter Department
 - 143 service orders.
 - 8 delinquents.
 - 2 rereads.
 - 0 stuck meters.
- Division Safety Meeting: "Danger at any Depth"; December 26, 2018.

Division: Sean Kleespies: Wastewater Superintendent

- Wastewater treatment:

Monthly Total:	56.544 million gallons
Daily Average:	1.824 million gallons
Daily Maximum:	3.407 million gallons
- Performed laboratory analysis.
- Completed DNR Monthly Operating Report.
- Daily plant sampling and operations.
- Division Safety Meeting: IIAC Informer; December 19, 2018.

Special Activities/Accomplishments of particular note:

Division: Streets: Tom Weber, Street Superintendent

- None

Division: Water: Terry Kluver, Water Superintendent

- Pat Pudenz passed the Grade 2 Water Treatment exam.
- Installed six (6) fire hydrant extensions.
- Monitored free ammonia and nitrite at SEP and Distribution System.
- Installed new blower motor on Aerator at Water Treatment Plant.

Division: Sean Kleespies: Wastewater Superintendent

- Carroll Controls repaired the digester boiler.
- Boiler inspection completed.
- Replaced level transducer for the fine screen.
- Repaired water line break in the preliminary building.
- No sanitary sewer backups for the month.
- Continued CCTV of the sanitary sewer.
- Repaired broken water line at the Wastewater Treatment Plant.
- Repaired the seals on primary sludge pump #1.

Activities planned for next month and other comments:

Division: Streets: Tom Weber, Street Superintendent

- Take down Christmas lights.
- Snow removal and ice control, as needed.
- Maintain signs and signals.
- Trim trees.
- Maintain snow equipment.

Division: Water: Terry Kluver, Water Superintendent

- Continue to monitor free ammonia and nitrite at SEP and Distribution System.
- Complete and file end-of-year documents.
- Obtain permit-required samples for Nitrite from SEP and Distribution System.

Division: Sean Kleespies: Wastewater Superintendent

- Laboratory Analysis.
- DNR Monthly Operating Report.
- Perform preventative maintenance on equipment.
- Effluent water toxicity test.
- Repair CCTV
- Continue CCTV of the sanitary sewer.

CAPITAL PROJECT STATUS SUMMARY – 01-17-19

PROJECT				ANTICIPATED		CONTRACT DATA						
Project Name	Action Plan	CIP	Budget	Estimated Cost	Projected Completion	Contractor	Contract Cost	Start Date	Expenditure	% Complete	Completion Date	Notes
Library/City Hall Project	2017	FY 18	FY18	\$4,511,000	2019	OPN Architects	\$604,666.00	12-18-17	\$510,769.79	84%		
						Badding Constr. Co.	\$4,555,187.00	10-15-18	\$853,895.70	18.75%		
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		\$43,402.76		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	\$22,500.00	01-25-16	\$22,500.00		05-01-16	Space Needs/ Prelim. Design
						FEH DESIGN	\$349,050.99	12-10-18			Fall, 2019	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	
Street Resurfacing 2019	On-going	FY 19	FY 19	\$700,000	2019	JEO Consulting Group, Inc.	\$88,100.00 + Hourly	10-08-18	\$50,300.00		2019	Design Const. Service
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	\$431,885.82			Design & Construction
						Dixon Const. Co.	\$1,449,835.78	04-02-18	\$1,428,630.45		118 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
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	
Downtown Streetscape Phase 9	2017 On-going	FY18	FY18	\$1,340,500	2018	Confluence	\$109,101.00	10-23-17	\$103,973.46		05-18	
						Badding Constr. Co.	\$1,707,342.05	05-29-18	\$1,627,683.04	18%	11-16-18	
Downtown Streetscape Phase 10	On-going	FY 19	FY 19	\$1,300,000	2019	Confluence	\$97,915.00	10-22-18	\$10,240.70		04-19	
Downtown Streetscape Phase 11	On-going	FY20		\$1,700,000	2020	Confluence	\$118,775.00	03-19			03-20	
Well and Transmission Main	2014	FY 16	FY16			JEO Consulting Group, Inc.	\$324,000.00	07-28-14	\$327,680.61			
Transmission Main – Group A	2014	FY 16	FY16			Drake Construction, L.C.	\$790,134.07	03-23-14	\$751,752.95	95%		Contract Completion 11-30-15
Watermain Replacement		FY 16	FY16	\$500,000	2018							
Leachate Forcemain & Gravity Sewer						King Construction	\$661,257.50 Total \$335,962.50 City	07-18-16	CCSWMC \$325,605.01		08-31-16	CCSWMC Contract
Wastewater Treatment Plant Disinfection Improvements	2017	FY18	FY18	\$1,000,000	2020	Veenstra & Kimm, Inc.	\$73,500		\$9,008.44			
Wastewater Treatment Plant Sludge Handling			FY19	\$330,000		Veenstra & Kimm, Inc.	\$18,800		\$15,343.25			

Parks and Recreation

As reported by Jack Wardell, Parks and Recreation Director

Routine Activities for the month:

Golf: Scott Haakenson, Golf Superintendent

- Cleaned up mowers
- Took heads off reel mowers
- Moved snow in front of clubhouse and shop
- Started grinding reels and bedknives

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

- Lifeguard Schedule
- Lifeguard Meeting (12-9)
- Radio Ad
- State Water Test

Recreation Center: Joel Cortum, Program Specialist/Recreation Center Director

- Basketball Basic Registration
- Adult Co-Ed Volleyball Registration
- Fitness Equipment Maintenance

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:

Golf: Scott Haakenson, Golf Superintendent

- Jeremy and I went to Cedar Falls for Winter IGCSA meeting

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

- Red Cross Onsite Observation and Evaluation
- Lifeguard Recert Class
- Swim Tests
- 2 High School Swim Meets / 1 CAST Meet
- Breakfast with Santa
- Kids Night Out X2

Recreation Center: Joel Cortum, Program Specialist/Recreation Center Director

- Finalized security cameras and door locks for 24 hour access
- Received approval to bring Renew Active membership program
- Breakfast with Santa
- Kids Night Out X2

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
- Locker locks at Rec Center
- Budget items
- Theater rentals
- Floor drains at Rec Center
- Finishing budget items
- Next year's budget items
- Night cleaning shift
- A/C and heating repairs at city buildings
- Golf Course Club House siding
- 24 hour at Rec Center Cameras and Locks
- Cemetery door lock
- City construction sites
- Railings west entry at Rec Center
- Rec and Cemetery snow removal
- Pool heating system at Rec Center
- 2019/2020 budget items

Activities planned for next month and other comments:

Golf: Scott Haakenson, Golf Superintendent

- Keep working on grinding mowers
- Sand and paint ball washers, tee markers, trash cans

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

- Swim Band
- Lifeguard Recert Class
- 1 High School Swim Meet / 2 CAST meet

Recreation Center: Joel Cortum, Program Specialist/Recreation Center Director

- Basketball Basics
- Sponsor letter
- Weight room organization

Building Maintenance: Andy Snyder, Building Maintenance Specialist

- City building construction

Safety Topic:

- Rescues / First Aid
- Severe weather





Director's Report December 2018

As reported by Rachel Van Erdewyk, Library Director

Program Attendance:

Tech Help Friday	21
Children's Library Programs	164
Children's Program Outreach	335
Diane's Read Aloud	151
Crafty Library Ladies	51
Book Club Groups	16
Poetry Group	6
Hugo Kringle	15

Monthly Statistics:

Total Print Circulation:	6,848
BRIDGES Circulation:	881
Consumer Reports:	290
Public Computer Use:	423
Wi-Fi Use:	181
Website Visits	2,577
Gale Databases:	32
Global Road Warrior Page Views:	1
Learning Express Resources:	87
Freegal Music Downloads:	742
Transparent Language:	2
Chilton Auto Manual	13
ABC Mouse Sessions:	2
Zinio Digital Magazine Circulation:	64
Daily Times Herald Page Views:	3,750
Lynda.com	94

Total Program Attendance 759

Monthly Door Count 3,934

Total Resources Utilized 15,987

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. Mike Anderson brought Hugo Kringle to the Carroll Public Library on a snowy Friday afternoon to share his stories growing up with his brother, who would one day be Santa Klaus, and sing holiday songs with families.

- 2) **Adult & Teen Programs:** Adult programs continued this month with the regular monthly schedule of Tech Help Fridays, the Crafty Library Ladies, Book Clubs and the Poetry Group

- 3) 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.
 - Human Trafficking: Tuesday, January 22 from 6-7 pm