

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: February 13, 2018

TIME OF MEETING: 5:15 P.M.

LOCATION OF MEETING: City Hall Council Chambers

www.cityofcarroll.com

AGENDA

- I. Pledge of Allegiance
- II. Roll Call
- III. Consent Agenda
 - A. Approval of Minutes of the January 22, 29 and February 1, 5 Meetings
 - B. Approval of Bills and Claims
 - C. Licenses and Permits:
 - 1. Renewal of Class "C" Liquor License with Sunday Sales – *Kerp's*
 - 2. Renewal of Class "C" Beer Permit – *Carroll Can Redemption*
 - 3. Renewal of Class "C" Beer Permit with Carryout Wine (includes Native Wine) and Sunday Sales – *Dollar General Store #2756*
 - 4. Renewal of Class "E" Liquor License with Carryout Beer, Carryout Wine (includes Native Wine) and Sunday Sales – *Wal-Mart Supercenter #1787*
 - 5. Renewal of Class "B" Liquor License with Sunday Sales and Outdoor Service – *Charlie's Steakhouse – Swizzle Stick Lounge – Carrollton Centre*
 - 6. New Class "C" Liquor License (8 Month) with Outdoor Service and Sunday Sales – *Golf Services, LLC*
 - 7. New Class "C" Liquor License with Brew Pub and Sunday Sales – *Carroll Brewing Co.*
- IV. Oral Requests and Communications from the Audience
- V. Proclamation - FFA
- VI. Ordinances
 - None
- VII. Resolutions
 - A. U.S. 30 – Grant Road Intersection Improvements
 - 1. Report of Bid Opening
 - 2. Award of Bid

- B. U.S. 30 – Grant Road Intersection Improvements – Professional Services Agreement - Amendment No. 3
- C. Street Resurfacing-2018 – Professional Services Agreement
- D. West Street Resurfacing STBG Funding Application
- E. Professional Services Agreement - Northeast Park Master Plan - 2018
- F. Carroll Park Improvement Projects (Pickleball Courts, Lighting at Youth Sports Complex and Trails) –
Not to Exceed \$905,000 General Obligation Capital Loan Notes (Essential Corporate Purpose)

- 1. Resolution Fixing Date for a Meeting on the Proposition to Authorize a Loan Agreement and
the Issuance of Notes to Evidence the Obligations of the City Thereunder

VIII. Reports

- A. FY 2018/2019 Budget – Set Public Hearing Date
- B. Waive Purchasing Policy #0501 – New Fitness Equipment for Weight Room - 2018

IX. Committee 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

February/March Meetings:

- Planning and Zoning Commission – February 14, 2018
- Library Board of Trustees – February 19, 2018
- City Council – February 26, 2018
- Board of Adjustment – March 5, 2018
- City Council – March 12, 2018
- Airport Commission – March 12, 2018
- Planning and Zoning Commission – March 14, 2018
- Parks, Recreation and Cultural Advisory Board – March 19, 2018
- Library Board of Trustees – February 19, 2018
- City Council – March 26, 2018

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

COUNCIL MEETING

JANUARY 22, 2018

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

The Carroll City Council met in regular session on this date at 5:15 p.m. in the Council Chambers of the Farner Government Building. Members present: Misty Boes, LaVern Dirkx, 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 Haley, seconded by Kots, to approve the minutes of the January 8, 2018 council meeting as written. On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Haley, seconded by Kots, to approve the bills and claims in the amount of \$691,481.98. On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Haley, seconded by Kots, to approve the Mayoral appointment of Joan Rutten to the Historical Preservation Commission for a three (3) year term expiring December 31, 2020. 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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The Mayor read a proclamation declaring January 28, 2018 through February 2, 2018 as Catholic Schools Week in Carroll, Iowa. John Steffes, Kuemper President, addressed Council on this issue. No Council action taken.

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At 5:19 p.m. January 22, 2018, Mayor Jensen opened a public hearing for the rezoning request of the property legally described as Lot 1 of the SW ¼ NE ¼ of Section 23, T84N, R35W, Carroll, Iowa as set forth on a plat of survey recorded May 10, 1996 at Book 10, Page 139 from A-2, Agriculture District to I-2, General Industrial District. Mayor Jensen allowed time for citizens to speak or present evidence in favor of the application. No evidence was presented in favor of the application. Mayor Jensen allowed time for citizens to speak or present evidence in opposition of the application. No evidence was presented in opposition of the application. City Manager Mike Pogge-Weaver presented the Planning and Zoning Commission's recommendation and further presented evidence that

the proposed rezoning would be consistent with the City of Carroll's Comprehensive Plan. The public notice of the public hearing for the City Council and Planning and Zoning Commission was properly made in a timely fashion and proof of publications are on file in the City Clerk's office. Mayor Jensen then requested further evidence from others. No further evidence was presented. The Council was then given the opportunity to ask questions of any of the witnesses or evidence. Mayor Jensen then closed the public hearing at 5:22 p.m.

It was moved by Haley, seconded by Kots, that upon consideration of all the evidence contained in the record of the public hearing dated January 22, 2018, including the fact that there was no opposition to the application; that all proper procedures and notices were followed; and rezoning is consistent with the City's Comprehensive Plan, the application to rezone the area legally described as Lot 1 of the SW ¼ NE ¼ of Section 23, T84N, R35W, Carroll, Iowa as set forth on a plat of survey recorded May 10, 1996 at Book 10, Page 139 from A-2, Agriculture District to I-2, General Industrial District be approved; that the City Clerk prepare detailed minutes of the public hearing and retain and preserve any and all written evidence and exhibits presented; that an ordinance amending the zoning map be presented to the Council for passage and waive all three readings of said ordinance. On roll call, all present voted aye. Absent: None. Motion carried.

It was moved by Kots, seconded by Haley, to adopt said Ordinance No. 1801. 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. 1814, Preliminary Plat for Placor Subdivision, Re-Subdivision of G.C. Properties Subdivision, Lot 1. 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. 1815, Final Plat for Placor Subdivision, Re-Subdivision of G.C. Properties Subdivision, Lot 1. 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. 1816, Preliminary Plat for Korwes Family Subdivision. 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. 1817, Final Plat for Korwes Family Subdivision. 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. 1818, Proposal with FEH Design for Northwest Park Pickleball Court Complex Project – 2018 for a lump sum fee of \$18,525. On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Fleshner, seconded by Dirkx, to approve Resolution No. 1819, Proposal with Shive Hattery for Graham Park Recreation District Capital Improvement Planning – 2018 for a lump sum fee of \$27,000.00. 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. 1820, Public Highway At-Grade Crossing Agreement – 2018 with Union Pacific Railroad Company for an estimated cost of \$17,297, \$4,200 for reviewing the trails plan and any cost flagging by Union Pacific Railroad personnel. On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Fleshner, seconded by Haley, to postpone the PFM General Obligation Bonding Scenarios discussion to the January 29, 2018, Council budget work session. On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Kots, seconded by Boes, to amend the proposed 2019-2023 Capital Improvement Plan (CIP) by re-allocating the FY 2019 \$125,000 General Fund revenues for the Corridor Entry Features Project to the Streets Maintenance Building Project. On roll call, all present voted aye except Siemann voted nay. Absent: None. Motion carried.

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It was moved by Haley, seconded by Kots, to accept the 2016-2017 Annual Financial Statement Audit. On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Fleshner, seconded by Haley, to adjourn at 6:33 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 29, 2018

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

The Carroll City Council met in special session on this date at 5:15 p.m. in the Council Chambers of the Farner Government Building. Members present: Misty Boes, LaVern Dirkx, 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 Dirkx, to direct staff to review the 28E Agreement that created and governs the Carroll City/County Communications Commission. Jason Hoffman, Communications Center Supervisor, and Gene Meiners and Rich Ruggles, Carroll County Board of Supervisors/Communications Commission Members, addressed Council on this issue. On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Haley, seconded by Kots, to postpone the Labor Attorney Services agenda item until the February 1, 2018 special Council meeting. Mike Galloway, Ahlers & Cooney labor attorney, addressed Council on this issue. On roll call, all present voted aye. Absent: None. Motion carried.

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Council began discussions on the FY 2018/2019 budget proposal. Council recessed at 6:58 p.m. and reconvened at 7:22 p.m. No Council action taken.

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Susanne Gerlach, PFM Financial Advisors LLC, presented various debt scenarios for city projects. No Council action taken.

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Council continued FY 2018/2019 budget discussions. No Council action taken.

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It was moved by Haley, seconded by Dirkx, to adjourn at 8:35 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
FEBRUARY 1, 2018

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

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

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

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It was moved by Haley, seconded by Boes, to approve Resolution No. 1821, Appointing Ahlers & Cooney, P.C. as the Labor and Employment Services Attorney for the City of Carroll. On roll call, all present voted aye. Absent: None. Motion carried.

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Council continued discussions on the FY 2018/2019 budget proposal. Greg Siemann, Airport Commission representative, presented the FY 2019 Airport Commission budget request.

Council recessed at 6:53 p.m. and reconvened at 7:03 p.m. and continued FY 2018/2019 budget discussions. No Council action taken.

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It was moved by Fleshner, seconded by Haley, to adjourn at 7:34 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
FEBRUARY 5, 2018

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

The Carroll City Council met in special session on this date at 5:15 p.m. in the Council Chambers of the Farner Government Building. Members present: Misty Boes, LaVern Dirkx, 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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Council continued discussions on the FY 2018/2019 budget proposal. It was moved by Siemann, seconded by Haley, to use Scenario #5a of the City of Carroll Bonding Scenarios dated February 5, 2018 which includes debt issuances in 2018 (Library/City Hall & FY 19 CIP projects), 2019 (Street Maintenance Building & Fire Truck), and 2021 (Rec Center pool, locker rooms and east side gym improvements) with a maximum tax levy of \$1.80. On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Haley, seconded by Fleshner, to adjourn at 5:58 p.m. On roll call, all present voted aye. Absent: None. Motion carried.

Eric P. Jensen, Mayor

ATTEST:

Laura A. Schaefer, City Clerk

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	1/19/2018 THRU 2/08/2018	1/19/2018 THRU 2/08/2018	1/19/2018 THRU 2/08/2018
PARTIALLY ITEMS DATES:	1/19/2018 THRU 2/08/2018	1/19/2018 THRU 2/08/2018	1/19/2018 THRU 2/08/2018
UNPAID ITEMS DATES :		1/19/2018 THRU 2/08/2018	1/19/2018 THRU 2/08/2018

VENDOR	----- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----BALANCE----
01-001621	ACE HARDWARE	DRILL BITS	34.99	0.00	000000	0/00/00	34.99
01-001621	ACE HARDWARE	SUPPLIES	7.49	0.00	000000	0/00/00	7.49
01-001621	ACE HARDWARE	SUPPLIES	2.99	0.00	000000	0/00/00	2.99
01-001621	ACE HARDWARE	SUPPLIES	8.99	0.00	000000	0/00/00	8.99
01-001621	ACE HARDWARE	REPAIR PARTS	8.28	0.00	000000	0/00/00	8.28
01-001621	ACE HARDWARE	MAILBOXES	39.98	0.00	000000	0/00/00	39.98
01-001621	ACE HARDWARE	SCREWS	5.98	0.00	000000	0/00/00	5.98
01-001621	ACE HARDWARE	SUPPLIES	4.99	0.00	000000	0/00/00	4.99
01-001621	ACE HARDWARE	NUTS AND BOLTS	2.16	0.00	000000	0/00/00	2.16
01-001621	ACE HARDWARE	SAUNA DOOR PARTS	21.98	0.00	000000	0/00/00	21.98
		** TOTALS **	137.83	0.00			137.83
01-001698	ADVANCED LASER TECHNOLOGI	TONER CARTRIDGE	59.95	0.00	000000	0/00/00	59.95
		** TOTALS **	59.95	0.00			59.95
01-002816	ALL PRO DOOR COMPANY	GARAGE DOOR REPAIRS	45.00	0.00	000000	0/00/00	45.00
01-002816	ALL PRO DOOR COMPANY	FIRE STATION DOOR REPAIRS	79.00	0.00	000000	0/00/00	79.00
		** TOTALS **	124.00	0.00			124.00
01-002916	AMERICAN RED CROSS	LIFEGUARD CLASS	175.00	0.00	000000	0/00/00	175.00
01-002916	AMERICAN RED CROSS	LIFEGUARD CLASS	70.00	0.00	000000	0/00/00	70.00
		** TOTALS **	245.00	0.00			245.00
01-001558	ARBOR DAY FOUNDATION	ARBOR DAY FOUNDATION DUES	20.00	0.00	000000	0/00/00	20.00
		** TOTALS **	20.00	0.00			20.00
01-002370	ARNOLD MOTOR SUPPLY	#22 REPAIR PARTS	38.98	0.00	000000	0/00/00	38.98
01-002370	ARNOLD MOTOR SUPPLY	#22 REPAIR PARTS	20.99	0.00	000000	0/00/00	20.99
01-002370	ARNOLD MOTOR SUPPLY	#26 WINDSHIELD DEFROST REPAIRS	12.99	0.00	000000	0/00/00	12.99
01-002370	ARNOLD MOTOR SUPPLY	#23 WIPERS	35.96	0.00	000000	0/00/00	35.96
01-002370	ARNOLD MOTOR SUPPLY	DE-GREASER - SHOP	23.94	0.00	000000	0/00/00	23.94
01-002370	ARNOLD MOTOR SUPPLY	#23 REPAIRS	40.92	0.00	000000	0/00/00	40.92
01-002370	ARNOLD MOTOR SUPPLY	#26 REPAIRS	12.99	0.00	000000	0/00/00	12.99
01-002370	ARNOLD MOTOR SUPPLY	WINDSHIELD DEFROST REPAIRS	12.99	0.00	000000	0/00/00	12.99
01-002370	ARNOLD MOTOR SUPPLY	GREASE	11.98	0.00	000000	0/00/00	11.98
01-002370	ARNOLD MOTOR SUPPLY	GREASE FOR PLOW	71.88	0.00	000000	0/00/00	71.88
01-002370	ARNOLD MOTOR SUPPLY	#22 REPAIRS	19.17	0.00	000000	0/00/00	19.17
01-002370	ARNOLD MOTOR SUPPLY	#23 TRAILER CONNECTOR	15.98	0.00	000000	0/00/00	15.98
		** TOTALS **	318.77	0.00			318.77
01-002520	AUDITOR OF STATE, OFFICE	FY 17 AUDIT FILING FEE	625.00	0.00	000000	0/00/00	625.00
		** TOTALS **	625.00	0.00			625.00
01-001943	BAUER BUILT TIRE CENTER	TIRES - POTHOLE TRAILER	655.04	0.00	000000	0/00/00	655.04

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	1/19/2018 THRU 2/08/2018	1/19/2018 THRU 2/08/2018	1/19/2018 THRU 2/08/2018
PARTIALLY ITEMS DATES:	1/19/2018 THRU 2/08/2018	1/19/2018 THRU 2/08/2018	1/19/2018 THRU 2/08/2018
UNPAID ITEMS DATES :		1/19/2018 THRU 2/08/2018	1/19/2018 THRU 2/08/2018

VENDOR	---- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----BALANCE----
		** TOTALS **	655.04	0.00			655.04
01-002601	BENJAMIN HALEY BERG	BASKETBALL BASICS	108.00	0.00	000000	0/00/00	108.00
		** TOTALS **	108.00	0.00			108.00
01-003014	BENJAMON THOMAS BRINCKS	BASKETBALL BASICS	36.00	0.00	000000	0/00/00	36.00
		** TOTALS **	36.00	0.00			36.00
01-003157	BLAISE GUNNERSON	BASKETBALL BASICS	72.00	0.00	000000	0/00/00	72.00
		** TOTALS **	72.00	0.00			72.00
01-002749	BLAKE JAY BAUMHOVER	BASKETBALL BASICS	144.00	0.00	000000	0/00/00	144.00
		** TOTALS **	144.00	0.00			144.00
01-003515	BOMGAARS	SUPPLIES RETURNED	36.00-	0.00	000000	0/00/00	36.00-
01-003515	BOMGAARS	TRUCK SUPPLIES	124.80	0.00	000000	0/00/00	124.80
01-003515	BOMGAARS	SUPPLIES	19.99	0.00	000000	0/00/00	19.99
01-003515	BOMGAARS	TRAILER FITTINGS	41.53	0.00	000000	0/00/00	41.53
01-003515	BOMGAARS	WIPER BLADES	19.98	0.00	000000	0/00/00	19.98
01-003515	BOMGAARS	SUPPLIES	93.98	0.00	000000	0/00/00	93.98
01-003515	BOMGAARS	SUPPLIES	13.96	0.00	000000	0/00/00	13.96
01-003515	BOMGAARS	SUPPLIES	3.99	0.00	000000	0/00/00	3.99
01-003515	BOMGAARS	ICE MELT	151.92	0.00	000000	0/00/00	151.92
01-003515	BOMGAARS	SUPPLIES	53.97	0.00	000000	0/00/00	53.97
01-003515	BOMGAARS	SUPPLIES	52.99	0.00	000000	0/00/00	52.99
01-003515	BOMGAARS	SUPPLIES	8.47	0.00	000000	0/00/00	8.47
		** TOTALS **	549.58	0.00			549.58
01-003670	BRIGGS INC OF OMAHA	REPAIR PARTS	45.56	45.56-	110405	2/01/18	0.00
		** TOTALS **	45.56	45.56-			0.00
01-002923	CADEN PEDELTY	BASKETBALL BASICS	144.00	0.00	000000	0/00/00	144.00
		** TOTALS **	144.00	0.00			144.00
01-003140	CANINE TACTICAL	K-9 TRAINING	200.00	0.00	000000	0/00/00	200.00
		** TOTALS **	200.00	0.00			200.00
01-004138	CAPITAL SANITARY SUPPLY	SUPPLIES	31.50	0.00	000000	0/00/00	31.50
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	111.84	0.00	000000	0/00/00	111.84
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	149.58	0.00	000000	0/00/00	149.58
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	110.00	0.00	000000	0/00/00	110.00
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	16.00	0.00	000000	0/00/00	16.00
01-004138	CAPITAL SANITARY SUPPLY	FLOOR CLEANER	32.00	0.00	000000	0/00/00	32.00
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	21.50	0.00	000000	0/00/00	21.50

02-08-2018 01:14 PM
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

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	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	1/19/2018 THRU 2/08/2018	1/19/2018 THRU 2/08/2018	1/19/2018 THRU 2/08/2018
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UNPAID ITEMS DATES :		1/19/2018 THRU 2/08/2018	1/19/2018 THRU 2/08/2018

VENDOR	---- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----BALANCE----
01-004138	CAPITAL SANITARY SUPPLY	SUPPLIES	20.25	0.00	000000	0/00/00	20.25
01-004138	CAPITAL SANITARY SUPPLY	BROOM	19.50	0.00	000000	0/00/00	19.50
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	118.60	0.00	000000	0/00/00	118.60
		** TOTALS **	630.77	0.00			630.77
01-000747	CARROLL AUTO SUPPLY	OIL FILTER	4.38	0.00	000000	0/00/00	4.38
01-000747	CARROLL AUTO SUPPLY	FUEL PUMP #20	326.77	0.00	000000	0/00/00	326.77
		** TOTALS **	331.15	0.00			331.15
01-004133	CARROLL BROADCASTING CO.	RADIO ADS	542.97	0.00	000000	0/00/00	542.97
		** TOTALS **	542.97	0.00			542.97
01-004146	CARROLL CONTROL SYSTEMS	METHANE STICK REPAIR/BOILER	8,515.40	0.00	000000	0/00/00	8,515.40
		** TOTALS **	8,515.40	0.00			8,515.40
01-004155	CARROLL COUNTY	GASOLINE	6,482.66	0.00	000000	0/00/00	6,482.66
		** TOTALS **	6,482.66	0.00			6,482.66
01-004170	CARROLL COUNTY RECORDER	KORWES FAMILY SUBDIVISION PLAT	52.00	0.00	000000	0/00/00	52.00
		** TOTALS **	52.00	0.00			52.00
01-004193	CARROLL FIRE DEPARTMENT	DEC. FIRE CALLS AND DRILLS	1,870.00	0.00	000000	0/00/00	1,870.00
		** TOTALS **	1,870.00	0.00			1,870.00
01-004196	CARROLL HYDRAULICS	MOTOR KIT	199.85	0.00	000000	0/00/00	199.85
01-004196	CARROLL HYDRAULICS	HYDRAULIC OIL	24.74	0.00	000000	0/00/00	24.74
		** TOTALS **	224.59	0.00			224.59
01-004200	CARROLL LUMBER	PLYWOOD	30.75	0.00	000000	0/00/00	30.75
01-004200	CARROLL LUMBER	SAUNA DOOR PARTS	106.04	0.00	000000	0/00/00	106.04
		** TOTALS **	136.79	0.00			136.79
01-004237	CARROLL VETERINARY CLINIC	MARCH DOG CARE CONTRACT	650.00	0.00	000000	0/00/00	650.00
		** TOTALS **	650.00	0.00			650.00
01-000991	CARUS PHOSPHATE INC.	WATER TREATMENT SUPPLIES	7,118.69	0.00	000000	0/00/00	7,118.69
		** TOTALS **	7,118.69	0.00			7,118.69
01-004325	CENTRAL IOWA DISTRIBUTING	CLEANING SUPPLIES	259.00	0.00	000000	0/00/00	259.00
		** TOTALS **	259.00	0.00			259.00
01-002998	CENTURYLINK	BACK-UP PHONE LINE	56.82	56.82-	110387	1/25/18	0.00
01-002998	CENTURYLINK	BACK-UP PHONE LINE	107.95	107.95-	110388	1/25/18	0.00
		** TOTALS **	164.77	164.77-			0.00

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	1/19/2018 THRU 2/08/2018	1/19/2018 THRU 2/08/2018	1/19/2018 THRU 2/08/2018
PARTIALLY ITEMS DATES:	1/19/2018 THRU 2/08/2018	1/19/2018 THRU 2/08/2018	1/19/2018 THRU 2/08/2018
UNPAID ITEMS DATES :		1/19/2018 THRU 2/08/2018	1/19/2018 THRU 2/08/2018

VENDOR	---- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----BALANCE----
01-003156	COLE COLLISON	BASKETBALL BASICS	144.00	0.00	000000	0/00/00	144.00
		** TOTALS **	144.00	0.00			144.00
01-004835	COMMERCIAL SAVINGS BANK	JAN. ACH PROCESSING FEES	114.36	114.36-	000000	1/31/18	0.00
01-004835	COMMERCIAL SAVINGS BANK	FEDERAL WITHHOLDINGS	10,980.51	10,980.51-	000110	2/01/18	0.00
01-004835	COMMERCIAL SAVINGS BANK	FICA WITHHOLDING	12,999.22	12,999.22-	000110	2/01/18	0.00
01-004835	COMMERCIAL SAVINGS BANK	MEDICARE WITHHOLDING	3,952.60	3,952.60-	000110	2/01/18	0.00
		** TOTALS **	28,046.69	28,046.69-			0.00
01-004836	COMMUNITY OIL CO. INC.	DEF	169.00	0.00	000000	0/00/00	169.00
		** TOTALS **	169.00	0.00			169.00
01-000366	COMPUTER & NETWORK SPEC	DELL COMPUTER	1,289.00	0.00	000000	0/00/00	1,289.00
01-000366	COMPUTER & NETWORK SPEC	EMAIL SECURITY	330.00	0.00	000000	0/00/00	330.00
		** TOTALS **	1,619.00	0.00			1,619.00
01-002071	COMPUTER REPAIR & SERVICE	COMPUTER ISSUES	648.00	0.00	000000	0/00/00	648.00
01-002071	COMPUTER REPAIR & SERVICE	ANTI-VIRUS	107.50	0.00	000000	0/00/00	107.50
		** TOTALS **	755.50	0.00			755.50
01-001539	CONFLUENCE	STREETSCAPE PHASE 8	1,980.00	0.00	000000	0/00/00	1,980.00
01-001539	CONFLUENCE	STREETSCAPE PHASE 9	7,576.55	0.00	000000	0/00/00	7,576.55
		** TOTALS **	9,556.55	0.00			9,556.55
01-003145	CORE AND MAIN LP	SUPPLIES	27.16	0.00	000000	0/00/00	27.16
01-003145	CORE AND MAIN LP	SUPPLIES	52.82	0.00	000000	0/00/00	52.82
		** TOTALS **	79.98	0.00			79.98
01-001595	COUNSEL OFFICE & DOCUMENT	COPIER CONTRACT	303.10	0.00	000000	0/00/00	303.10
01-001595	COUNSEL OFFICE & DOCUMENT	COPIER CONTRACT	58.22	0.00	000000	0/00/00	58.22
		** TOTALS **	361.32	0.00			361.32
01-005410	DAILY TIMES HERALD	LEGAL PUBLICATIONS	579.26	0.00	000000	0/00/00	579.26
01-005410	DAILY TIMES HERALD	AD FOR PARKS POSITION	220.50	0.00	000000	0/00/00	220.50
01-005410	DAILY TIMES HERALD	ADS	2,200.00	0.00	000000	0/00/00	2,200.00
		** TOTALS **	2,999.76	0.00			2,999.76
01-000854	DEARBORN NATIONAL	FEB. LIFE INSURANCE PREMIUMS	323.68	323.68-	110403	2/01/18	0.00
		** TOTALS **	323.68	323.68-			0.00
01-002811	DEVIN PUDENZ	STEEL TOED BOOTS	132.67	132.67-	110385	1/25/18	0.00
		** TOTALS **	132.67	132.67-			0.00

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

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	1/19/2018 THRU 2/08/2018	1/19/2018 THRU 2/08/2018	1/19/2018 THRU 2/08/2018
PARTIALLY ITEMS DATES:	1/19/2018 THRU 2/08/2018	1/19/2018 THRU 2/08/2018	1/19/2018 THRU 2/08/2018
UNPAID ITEMS DATES :		1/19/2018 THRU 2/08/2018	1/19/2018 THRU 2/08/2018

VENDOR	---- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----BALANCE----
01-006270	DREES HEATING & PLUMBING	LEAK REPAIR ACTIVITIES ROOM	72.00	0.00	000000	0/00/00	72.00
01-006270	DREES HEATING & PLUMBING	HEATER REPAIRS	72.00	0.00	000000	0/00/00	72.00
		** TOTALS **	144.00	0.00			144.00
01-006275	DREES OIL CO. INC.	DIESEL FUEL	443.73	0.00	000000	0/00/00	443.73
		** TOTALS **	443.73	0.00			443.73
01-012590	ECHO ELECTRIC SUPPLY	REPAIR PARTS	74.64	74.64-	110406	2/01/18	0.00
01-012590	ECHO ELECTRIC SUPPLY	ELECTRICAL SUPPLIES	110.00	0.00	000000	0/00/00	110.00
01-012590	ECHO ELECTRIC SUPPLY	SUPPLIES	14.22	0.00	000000	0/00/00	14.22
01-012590	ECHO ELECTRIC SUPPLY	REPAIR PARTS	2.86	0.00	000000	0/00/00	2.86
		** TOTALS **	201.72	74.64-			127.08
01-006810	ECOWATER SYSTEMS	SOFTNER SALT	37.50	0.00	000000	0/00/00	37.50
		** TOTALS **	37.50	0.00			37.50
01-004185	EMPLOYMENT RESOURCES	JAN CITY HALL CLEANING	978.40	0.00	000000	0/00/00	978.40
		** TOTALS **	978.40	0.00			978.40
01-008027	FAREWAY STORES	BUDGET WORK SESSION SUPPLIES	7.19	0.00	000000	0/00/00	7.19
		** TOTALS **	7.19	0.00			7.19
01-008035	FARNER-BOCKEN CO.	SOCCER CONCESSIONS	726.37	0.00	000000	0/00/00	726.37
		** TOTALS **	726.37	0.00			726.37
01-006860	FELD FIRE EQUIPMENT CO.	20 GAL. CLASS A FOAM	302.00	0.00	000000	0/00/00	302.00
01-006860	FELD FIRE EQUIPMENT CO.	3 PR. GEAR SUSPENDERS	110.00	0.00	000000	0/00/00	110.00
01-006860	FELD FIRE EQUIPMENT CO.	AIR PACK REPAIRS	46.00	0.00	000000	0/00/00	46.00
01-006860	FELD FIRE EQUIPMENT CO.	FIRE ALARM INSPECTION	280.00	0.00	000000	0/00/00	280.00
01-006860	FELD FIRE EQUIPMENT CO.	FIRE ALARM INSPECTION	395.00	0.00	000000	0/00/00	395.00
		** TOTALS **	1,133.00	0.00			1,133.00
01-002954	FIRST WIRELESS INC.	STATION 2 WAY ANTENNA REPAIRS	611.49	0.00	000000	0/00/00	611.49
		** TOTALS **	611.49	0.00			611.49
01-002806	FOUNDATION ANALYTICAL LAB	LAB TESTING	1,100.00	0.00	000000	0/00/00	1,100.00
		** TOTALS **	1,100.00	0.00			1,100.00
01-003197	GARRETT GENTER	REFUND GOLF ACH MEMBERSHIP	40.42	0.00	000000	0/00/00	40.42
		** TOTALS **	40.42	0.00			40.42
01-009500	GEHLING WELDING & REPAIR	SUPPLIES	27.60	0.00	000000	0/00/00	27.60
01-009500	GEHLING WELDING & REPAIR	EQUIPMENT REPAIRS	48.00	0.00	000000	0/00/00	48.00
		** TOTALS **	75.60	0.00			75.60

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PARTIALLY ITEMS DATES:	1/19/2018 THRU 2/08/2018	1/19/2018 THRU 2/08/2018	1/19/2018 THRU 2/08/2018
UNPAID ITEMS DATES :		1/19/2018 THRU 2/08/2018	1/19/2018 THRU 2/08/2018

VENDOR	---- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----BALANCE----
01-009535	GENERAL RENTAL	PROPANE	75.00	0.00	000000	0/00/00	75.00
01-009535	GENERAL RENTAL	SAW BLADE	211.00	0.00	000000	0/00/00	211.00
		** TOTALS **	286.00	0.00			286.00
01-001835	GLENN MATTHEW BABB	BASKETBALL BASICS	144.00	0.00	000000	0/00/00	144.00
		** TOTALS **	144.00	0.00			144.00
01-010605	HACH CHEMICAL COMPANY	LAB SUPPLIES	297.07	0.00	000000	0/00/00	297.07
		** TOTALS **	297.07	0.00			297.07
01-010615	HALEY IMPLEMENT CO.	FILTER	18.00	0.00	000000	0/00/00	18.00
		** TOTALS **	18.00	0.00			18.00
01-010617	HALLETT MATERIALS	COLD MIX	1,346.40	0.00	000000	0/00/00	1,346.40
		** TOTALS **	1,346.40	0.00			1,346.40
01-010660	HAWKEYE TRUCK EQUIPMENT	CYLINDER SEAL KIT	285.45	0.00	000000	0/00/00	285.45
		** TOTALS **	285.45	0.00			285.45
01-012665	IMFOA	IMFOA DUES	50.00	0.00	000000	0/00/00	50.00
		** TOTALS **	50.00	0.00			50.00
01-012552	INDUSTRIAL BEARING SUPP.	VLR DISC BELTS	382.55	0.00	000000	0/00/00	382.55
01-012552	INDUSTRIAL BEARING SUPP.	SEAL #23	8.34	0.00	000000	0/00/00	8.34
01-012552	INDUSTRIAL BEARING SUPP.	SEAL	8.34	0.00	000000	0/00/00	8.34
		** TOTALS **	399.23	0.00			399.23
01-012642	IOWA LAW ENFORCE ACADEMY	NICHOLS ACADEMY	6,240.00	0.00	000000	0/00/00	6,240.00
		** TOTALS **	6,240.00	0.00			6,240.00
01-012666	IOWA ONE CALL	DEC. 2017 LOCATES	54.30	0.00	000000	0/00/00	54.30
		** TOTALS **	54.30	0.00			54.30
01-012678	IOWA PRISON INDUSTRIES	SIGN AND SIGNAL SUPPLIES	6,775.30	0.00	000000	0/00/00	6,775.30
		** TOTALS **	6,775.30	0.00			6,775.30
01-012685	IOWA SMALL ENGINE CENTER	SUPPLIES	38.05	0.00	000000	0/00/00	38.05
01-012685	IOWA SMALL ENGINE CENTER	SNOWBLOWER REPAIRS	31.52	0.00	000000	0/00/00	31.52
01-012685	IOWA SMALL ENGINE CENTER	SHARPEN CHAINS	26.40	0.00	000000	0/00/00	26.40
		** TOTALS **	95.97	0.00			95.97
01-012693	IOWA STATE UNIVERSITY	SHADE TREE SHORT COURSE	170.00	170.00-	110389	1/25/18	0.00
01-012693	IOWA STATE UNIVERSITY	WORK ZONE SAFETY WORKSHOP	810.00	810.00-	110407	2/01/18	0.00

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PARTIALLY ITEMS DATES:	1/19/2018 THRU 2/08/2018	1/19/2018 THRU 2/08/2018	1/19/2018 THRU 2/08/2018
UNPAID ITEMS DATES :		1/19/2018 THRU 2/08/2018	1/19/2018 THRU 2/08/2018

VENDOR	---- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----BALANCE----
		** TOTALS **	980.00	980.00-			0.00
01-002642 J SCHON CONSTRUCTION		SOUTHSIDE SHELTERHOUSE ROOF	6,845.00	0.00	000000	0/00/00	6,845.00
		** TOTALS **	6,845.00	0.00			6,845.00
01-002453 JASON MATTHEW LAMBERTZ		PRODUCTION COSTS	1,410.00	0.00	000000	0/00/00	1,410.00
		** TOTALS **	1,410.00	0.00			1,410.00
01-003198 JEFF NICHOLS		MILEAGE - ACADEMY	102.46	102.46-	110419	2/05/18	0.00
		** TOTALS **	102.46	102.46-			0.00
01-013917 JEO CONSULTING GROUP INC.		DISTR. MODELING/EVALUATION	15,875.00	0.00	000000	0/00/00	15,875.00
		** TOTALS **	15,875.00	0.00			15,875.00
01-002616 JEREMY EHLERS		IOWA TURFGRASS CONFERENCE	39.71	39.71-	110404	2/01/18	0.00
		** TOTALS **	39.71	39.71-			0.00
01-002638 JOSEPH DAVID POTTEBAUM		BASKETBALL BASICS	108.00	0.00	000000	0/00/00	108.00
		** TOTALS **	108.00	0.00			108.00
01-002163 JR'S UNLOCK SERVICE		LOCK REPAIRS	47.00	0.00	000000	0/00/00	47.00
		** TOTALS **	47.00	0.00			47.00
01-002700 JUSTIN FERRIN		K-9 SUPPLIES	11.98	11.98-	110418	2/05/18	0.00
01-002700 JUSTIN FERRIN		K-9 TRAINING	60.89	60.89-	110418	2/05/18	0.00
		** TOTALS **	72.87	72.87-			0.00
01-002747 JUSTIN T. SCHAEFER		BASKETBALL BASICS	144.00	0.00	000000	0/00/00	144.00
		** TOTALS **	144.00	0.00			144.00
01-014520 KASPERBAUER CLEANING SER		LAUNDER RUGS	82.30	0.00	000000	0/00/00	82.30
01-014520 KASPERBAUER CLEANING SER		LAUNDER RUGS	82.30	0.00	000000	0/00/00	82.30
01-014520 KASPERBAUER CLEANING SER		LAUNDER MOPS	29.31	0.00	000000	0/00/00	29.31
01-014520 KASPERBAUER CLEANING SER		LAUNDER MOPS	29.31	0.00	000000	0/00/00	29.31
		** TOTALS **	223.22	0.00			223.22
01-014815 KEYSTONE LABORATORIES		BACTERIA SAMPLE ANALYSIS	137.50	0.00	000000	0/00/00	137.50
		** TOTALS **	137.50	0.00			137.50
01-003022 LAVERN DIRKX		NW IA LEAGUE MEETING	102.46	0.00	000000	0/00/00	102.46
		** TOTALS **	102.46	0.00			102.46
01-002433 LAW OFFICE OF JAMES H GIL		MISC EMPLOYMENT MATTERS	115.00	0.00	000000	0/00/00	115.00
01-002433 LAW OFFICE OF JAMES H GIL		EMPLOYEE ISSUES	747.50	0.00	000000	0/00/00	747.50

=====PAYMENT DATES=====

PAID ITEMS DATES : 1/19/2018 THRU 2/08/2018
PARTIALLY ITEMS DATES: 1/19/2018 THRU 2/08/2018
UNPAID ITEMS DATES :

=====ITEM DATES=====

1/19/2018 THRU 2/08/2018
1/19/2018 THRU 2/08/2018
1/19/2018 THRU 2/08/2018

=====POSTING DATES=====

1/19/2018 THRU 2/08/2018
1/19/2018 THRU 2/08/2018
1/19/2018 THRU 2/08/2018

VENDOR	----- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	-----BALANCE----
		** TOTALS **	862.50	0.00			862.50
01-017564	MID IOWA SALES INC.	HOSE REEL	227.99	0.00	000000	0/00/00	227.99
		** TOTALS **	227.99	0.00			227.99
01-017585	MIDWEST WHOLESALE	BENCH INSTALLATION	27.00	0.00	000000	0/00/00	27.00
01-017585	MIDWEST WHOLESALE	MAILBOX POSTS	132.55	0.00	000000	0/00/00	132.55
		** TOTALS **	159.55	0.00			159.55
01-003020	MONERIS SOLUTIONS INC.	DEC. CC PROCESSING FEES	278.77	278.77-	000000	1/31/18	0.00
		** TOTALS **	278.77	278.77-			0.00
01-001645	MURPHY TRACTOR	#34 GAS SHOCKS	146.25	0.00	000000	0/00/00	146.25
		** TOTALS **	146.25	0.00			146.25
01-018408	NAPA AUTO PARTS	#23 REPAIRS	18.58	0.00	000000	0/00/00	18.58
01-018408	NAPA AUTO PARTS	CLAMP #29	10.60	0.00	000000	0/00/00	10.60
		** TOTALS **	29.18	0.00			29.18
01-003021	NBX MERCHANT SERVICES COR	DEC EFT PROCESSING FEES	185.38	185.38-	000000	1/31/18	0.00
		** TOTALS **	185.38	185.38-			0.00
01-001792	NEW OPPORTUNITIES	FY 18 FUNDING REQUEST	10,920.00	0.00	000000	0/00/00	10,920.00
		** TOTALS **	10,920.00	0.00			10,920.00
01-019124	NORTH CENTRAL LABORATORIE	LAB SUPPLIES	390.74	0.00	000000	0/00/00	390.74
		** TOTALS **	390.74	0.00			390.74
01-019138	NORTHWEST IOWA LEAGUE OF	NW IOWA LEAGUE - DIRKX	15.00	0.00	000000	0/00/00	15.00
		** TOTALS **	15.00	0.00			15.00
01-020208	O'HALLORAN INTERNATIONAL	#27 REPAIRS	117.65	0.00	000000	0/00/00	117.65
01-020208	O'HALLORAN INTERNATIONAL	#23 REPAIR	1,778.77	0.00	000000	0/00/00	1,778.77
01-020208	O'HALLORAN INTERNATIONAL	#29 THERMOSTAT	96.47	0.00	000000	0/00/00	96.47
01-020208	O'HALLORAN INTERNATIONAL	ANTIFREEZE #29	43.36	0.00	000000	0/00/00	43.36
		** TOTALS **	2,036.25	0.00			2,036.25
01-020330	O'REILLY AUTO PARTS	SUPPLIES	11.99	0.00	000000	0/00/00	11.99
01-020330	O'REILLY AUTO PARTS	REPAIR PARTS	6.68	0.00	000000	0/00/00	6.68
01-020330	O'REILLY AUTO PARTS	SUPPLIES	10.78	0.00	000000	0/00/00	10.78
01-020330	O'REILLY AUTO PARTS	REPAIR MANUAL	23.99	0.00	000000	0/00/00	23.99
		** TOTALS **	53.44	0.00			53.44
01-002822	PATRICK PUDENZ	STEEL TOED BOOTS	132.67	132.67-	110386	1/25/18	0.00

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
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PARTIALLY ITEMS DATES:	1/19/2018 THRU 2/08/2018	1/19/2018 THRU 2/08/2018	1/19/2018 THRU 2/08/2018
UNPAID ITEMS DATES :		1/19/2018 THRU 2/08/2018	1/19/2018 THRU 2/08/2018

VENDOR	----- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----BALANCE----
		** TOTALS **	132.67	132.67-			0.00
01-001949	PERFORMANCE TIRE & SERVIC	TIRE REPAIR	33.25	0.00	000000	0/00/00	33.25
01-001949	PERFORMANCE TIRE & SERVIC	TIRES	268.00	0.00	000000	0/00/00	268.00
01-001949	PERFORMANCE TIRE & SERVIC	TIRE REPAIR	28.65	0.00	000000	0/00/00	28.65
		** TOTALS **	329.90	0.00			329.90
01-001802	PIZZA RANCH	BUDGET WORK SESSION	85.44	0.00	000000	0/00/00	85.44
		** TOTALS **	85.44	0.00			85.44
01-003127	PLANET TECHNOLOGIES, INC.	ONLINE EMAIL LICENSES	178.92	0.00	000000	0/00/00	178.92
		** TOTALS **	178.92	0.00			178.92
01-021735	POSTMASTER	POSTAGE TO MAIL WATER BILLS	1,490.27	1,490.27-	110390	1/25/18	0.00
		** TOTALS **	1,490.27	1,490.27-			0.00
01-021860	PRESTO-X-COMPANY	PEST CONTROL	55.00	0.00	000000	0/00/00	55.00
		** TOTALS **	55.00	0.00			55.00
01-000625	PRODUCTIVITY PLUS ACCOUNT	EQUIPMENT REPAIRS	32.00	32.00-	110402	2/01/18	0.00
01-000625	PRODUCTIVITY PLUS ACCOUNT	EQUIPMENT REPAIRS	6.40	6.40-	110402	2/01/18	0.00
01-000625	PRODUCTIVITY PLUS ACCOUNT	EQUIPMENT REPAIRS	632.15	632.15-	110402	2/01/18	0.00
		** TOTALS **	670.55	670.55-			0.00
01-023640	RAY'S REFUSE SERVICE	JAN GARBAGE PICKUP	928.64	0.00	000000	0/00/00	928.64
		** TOTALS **	928.64	0.00			928.64
01-024905	SAFETY-KLEEN CORP.	PARTS WASHER SOLVENT	276.56	0.00	000000	0/00/00	276.56
01-024905	SAFETY-KLEEN CORP.	PARTS WASHER SOLVENT	259.09	0.00	000000	0/00/00	259.09
		** TOTALS **	535.65	0.00			535.65
01-000218	SCOTT HAAKENSON	IOWA TURFGRASS CONFERENCE	292.23	292.23-	110401	2/01/18	0.00
		** TOTALS **	292.23	292.23-			0.00
01-000155	SHIVE HATTERY INC	ENGINEERING SERVICES - TRAILS	527.60	0.00	000000	0/00/00	527.60
		** TOTALS **	527.60	0.00			527.60
01-003057	SIMMERING-CORY & IOWA COD	JAN. 2018 CODE SUPPLEMENT	95.00	0.00	000000	0/00/00	95.00
		** TOTALS **	95.00	0.00			95.00
01-025655	SPECTRUM LABORATORY PRODU	LAB SUPPLIES	292.09	0.00	000000	0/00/00	292.09
01-025655	SPECTRUM LABORATORY PRODU	LAB SUPPLIES	521.47	0.00	000000	0/00/00	521.47
		** TOTALS **	813.56	0.00			813.56

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 :	1/19/2018 THRU 2/08/2018	1/19/2018 THRU 2/08/2018	1/19/2018 THRU 2/08/2018
PARTIALLY ITEMS DATES:	1/19/2018 THRU 2/08/2018	1/19/2018 THRU 2/08/2018	1/19/2018 THRU 2/08/2018
UNPAID ITEMS DATES :		1/19/2018 THRU 2/08/2018	1/19/2018 THRU 2/08/2018

VENDOR	---- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----BALANCE----
01-025856	STANARD AND ASSOCIATES	POST TESTS	86.00	0.00	000000	0/00/00	86.00
		** TOTALS **	86.00	0.00			86.00
01-028180	STATE HYGIENIC LABORATORY	WATER SAMPLE ANALYSIS	41.00	0.00	000000	0/00/00	41.00
		** TOTALS **	41.00	0.00			41.00
01-025880	STONE PRINTING CO.	LAMINATING	3.00	0.00	000000	0/00/00	3.00
01-025880	STONE PRINTING CO.	OFFICE FURNITURE	480.50	0.00	000000	0/00/00	480.50
01-025880	STONE PRINTING CO.	LAMINATING	1.50	0.00	000000	0/00/00	1.50
01-025880	STONE PRINTING CO.	BREAKFAST WITH SANTA TICKETS	52.00	0.00	000000	0/00/00	52.00
01-025880	STONE PRINTING CO.	TONER CARTRIDGE	18.99	0.00	000000	0/00/00	18.99
01-025880	STONE PRINTING CO.	PRINTER INK	35.49	0.00	000000	0/00/00	35.49
01-025880	STONE PRINTING CO.	DATE STAMPERS	71.00	0.00	000000	0/00/00	71.00
01-025880	STONE PRINTING CO.	A/R INVOICES	124.63	0.00	000000	0/00/00	124.63
01-025880	STONE PRINTING CO.	DOOR HANGERS	95.00	0.00	000000	0/00/00	95.00
01-025880	STONE PRINTING CO.	OFFICE SUPPLIES	103.88	0.00	000000	0/00/00	103.88
01-025880	STONE PRINTING CO.	DISCONNECT NOTICES	110.00	0.00	000000	0/00/00	110.00
01-025880	STONE PRINTING CO.	FIRE/DRILL ATTENDANCE SHEETS	111.07	0.00	000000	0/00/00	111.07
01-025880	STONE PRINTING CO.	CEMETERY LOT FORM	166.32	0.00	000000	0/00/00	166.32
		** TOTALS **	1,373.38	0.00			1,373.38
01-002682	STOREY KENWORTHY/MATT PAR	LASER CHECKS	364.69	0.00	000000	0/00/00	364.69
01-002682	STOREY KENWORTHY/MATT PAR	W-2'S AND 1099'S	336.92	0.00	000000	0/00/00	336.92
01-002682	STOREY KENWORTHY/MATT PAR	1095 TAX FORMS	47.35	0.00	000000	0/00/00	47.35
		** TOTALS **	748.96	0.00			748.96
01-000578	TERRY KLUVER	STEEL TOED BOOTS	128.39	128.39-	110384	1/25/18	0.00
		** TOTALS **	128.39	128.39-			0.00
01-001705	TITAN MACHINERY	RADIO ANTENNA INSTALLATION	119.39	0.00	000000	0/00/00	119.39
		** TOTALS **	119.39	0.00			119.39
01-026940	TOYNE INC.	RED MARKER LAMP	11.25	0.00	000000	0/00/00	11.25
		** TOTALS **	11.25	0.00			11.25
01-027060	TREASURER OF IOWA	1/1/-1/15/2018 SALES TAX	10.00	10.00-	000000	1/25/18	0.00
01-027060	TREASURER OF IOWA	DECEMBER SALES TAX	10,191.00	10,191.00-	000000	1/25/18	0.00
01-027060	TREASURER OF IOWA	DEC. SALES TAX	3,528.00	3,528.00-	000000	1/31/18	0.00
		** TOTALS **	13,729.00	13,729.00-			0.00
01-001088	TYLER TECHNOLOGIES	ONLINE BILLING ACCESS	180.00	0.00	000000	0/00/00	180.00
		** TOTALS **	180.00	0.00			180.00
01-000203	UNION PACIFIC RAILROAD CO	RAILROAD ACCESS ROW AGREEMENT	4,200.00	0.00	000000	0/00/00	4,200.00

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 :		1/19/2018 THRU 2/08/2018	1/19/2018 THRU 2/08/2018

VENDOR	---- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----BALANCE----
** TOTALS **			4,200.00	0.00			4,200.00
01-028168	UNITED PARCEL SERVICE	FREIGHT W/E 1/27/2018	37.93	37.93-	110420	2/05/18	0.00
01-028168	UNITED PARCEL SERVICE	FREIGHT W/E 1/13/2018	58.86	58.86-	110391	1/25/18	0.00
01-028168	UNITED PARCEL SERVICE	FREIGHT W/E 1/20/2018	139.55	139.55-	110392	1/25/18	0.00
** TOTALS **			236.34	236.34-			0.00
01-028174	UNITED STATES CELLULAR	CELL PHONE - KRAUEL	79.25	79.25-	110393	1/25/18	0.00
01-028174	UNITED STATES CELLULAR	CELL PHONES	168.02	168.02-	110394	1/25/18	0.00
** TOTALS **			247.27	247.27-			0.00
01-028814	VAN METER COMPANY, THE	LIGHT BULB CBD RETURNED	45.85-	0.00	000000	0/00/00	45.85-
01-028814	VAN METER COMPANY, THE	3 LED SECURITY LAMPS	195.00	0.00	000000	0/00/00	195.00
01-028814	VAN METER COMPANY, THE	1 PARKING LOT LAMP	128.69	0.00	000000	0/00/00	128.69
01-028814	VAN METER COMPANY, THE	SUPPLIES	0.88	0.00	000000	0/00/00	0.88
** TOTALS **			278.72	0.00			278.72
01-002666	VAN WALL EQUIPMENT INC.	EQUIPMENT REPAIR PARTS	2,278.96	0.00	000000	0/00/00	2,278.96
01-002666	VAN WALL EQUIPMENT INC.	FILTERS	74.92	0.00	000000	0/00/00	74.92
** TOTALS **			2,353.88	0.00			2,353.88
01-029013	VERIZON WIRELESS	AIR CARDS	280.21	280.21-	110421	2/05/18	0.00
01-029013	VERIZON WIRELESS	CELL PHONES - CARS	381.57	381.57-	110421	2/05/18	0.00
** TOTALS **			661.78	661.78-			0.00
01-030120	WAL-MART STORE #01-1787	CABINET HEATER	9.96	0.00	000000	0/00/00	9.96
01-030120	WAL-MART STORE #01-1787	EQUIPMENT REPAIRS	135.00	0.00	000000	0/00/00	135.00
01-030120	WAL-MART STORE #01-1787	SENIOR DAY SUPPLIES	49.24	0.00	000000	0/00/00	49.24
01-030120	WAL-MART STORE #01-1787	STORAGE ROOM SUPPLIES	204.75	0.00	000000	0/00/00	204.75
01-030120	WAL-MART STORE #01-1787	SUPPLIES	89.64	0.00	000000	0/00/00	89.64
01-030120	WAL-MART STORE #01-1787	LIFT STATION HEATERS	47.82	0.00	000000	0/00/00	47.82
01-030120	WAL-MART STORE #01-1787	OFFICE SUPPLIES	12.90	0.00	000000	0/00/00	12.90
01-030120	WAL-MART STORE #01-1787	CABINET HEATERS	19.92	0.00	000000	0/00/00	19.92
01-030120	WAL-MART STORE #01-1787	STORAGE ROOM SUPPLIES	81.24	0.00	000000	0/00/00	81.24
** TOTALS **			650.47	0.00			650.47
01-003138	WHEN TO WORK INC.	EMPLOYEE SCHEDULE SOFTWARE	198.00	0.00	000000	0/00/00	198.00
** TOTALS **			198.00	0.00			198.00

* Payroll Expense 143,043.49

02-08-2018 01:14 PM
VENDOR SET: 01 City of Carroll
REPORTING: PAID, UNPAID, PARTIAL

ACCOUNTS PAYABLE
OPEN ITEM REPORT
SUMMARY

PAGE: 12
BANK: AP

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	1/19/2018 THRU 2/08/2018	1/19/2018 THRU 2/08/2018	1/19/2018 THRU 2/08/2018
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UNPAID ITEMS DATES :		1/19/2018 THRU 2/08/2018	1/19/2018 THRU 2/08/2018

REPORT TOTALS

	GROSS	PAYMENTS	BALANCE
PAID ITEMS	191,079.19	191,079.19CR	0.00
PARTIALLY PAID	0.00	0.00	0.00
UNPAID ITEMS	120,878.64	0.00	120,878.64
VOID ITEMS	0.00	0.00	0.00
** TOTALS **	311,957.83	191,079.19CR	120,878.64

UNPAID RECAP

UNPAID INVOICE TOTALS	120,960.49
UNPAID DEBIT MEMO TOTALS	0.00
UNAPPLIED CREDIT MEMO TOTALS	81.85CR
** UNPAID TOTALS **	120,878.64

02-08-2018 01:14 PM
VENDOR SET: 01 City of Carroll
REPORTING: PAID, UNPAID, PARTIAL

ACCOUNTS PAYABLE
OPEN ITEM REPORT
SUMMARY

PAGE: 13
BANK: AP

=====PAYMENT DATES=====
PAID ITEMS DATES : 1/19/2018 THRU 2/08/2018
PARTIALLY ITEMS DATES: 1/19/2018 THRU 2/08/2018
UNPAID ITEMS DATES :

=====ITEM DATES=====
1/19/2018 THRU 2/08/2018
1/19/2018 THRU 2/08/2018
1/19/2018 THRU 2/08/2018

=====POSTING DATES=====
1/19/2018 THRU 2/08/2018
1/19/2018 THRU 2/08/2018
1/19/2018 THRU 2/08/2018

FUND TOTALS

001	GENERAL FUND	69,447.11
010	HOTEL/MOTEL TAX	43.11
110	ROAD USE TAX FUND	18,722.93
121	LOCAL OPTION SALES TAX	6,845.00
167	REC CENTER TRUST FUND	726.37
178	CRIME PREV/SPEC PROJECTS	1,093.77
179	POLICE K9 FUND	272.87
309	C.P. - CORRIDOR OF COMM.	9,556.55
311	C.P.-PARKS & RECREATION	4,727.60
600	WATER UTILITY FUND	39,007.02
610	SEWER UTILITY FUND	17,593.33
620	STORM WATER UTILITY	555.00
850	MEDICAL INSURANCE FUND	323.68
	* PAYROLL EXPENSE	143,043.49

GRAND TOTAL 311,957.83

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: February 8, 2018

RE: New and Renewal of License

The following establishments have made application for renewal of license:

Kerp's
223 East 5th Street
Class "C" Liquor License with Sunday Sales

Carroll Can Redemption
301 North Main Street
Class "C" Beer Permit

Dollar General Store #2756
840 East Plaza Drive
Class "C" Beer Permit with Carryout Wine (includes Native Wine) and Sunday Sales

Wal-Mart Supercenter #1787
2014 Kittyhawk Avenue
Class "E" Liquor License with Carryout Beer, Carryout Wine (includes Native Wine) and Sunday Sales

Charlie's Steakhouse, Swizzle Stick Lounge, Carrollton Centre
1730 Hwy 71 North
Class "B" Liquor License with Sunday Sales and Outdoor Service

The following establishments have made application for a new license:

Golf Services, LLC
2266 North West Street
Class "C" Liquor License (8 Month) with Outdoor Service and Sunday Sales

Carroll Brewing Co.
226 East 5th Street
Class "C" Liquor License with Brew Pub and Sunday Sales

RECOMMENDATION: Council consideration and approval of these applications.



Proclamation

National FFA Week

WHEREAS, FFA and agricultural education provide a strong foundation for the youth of America and the future of the food, fiber and natural resources systems; and,

WHEREAS, FFA promotes premier leadership, personal growth and career success among its members; and,

WHEREAS, agricultural education and FFA ensure a steady supply of young professionals to meet the growing needs in the science, business and technology of agriculture; and,

WHEREAS, the FFA motto - "learning to do, doing to learn, earning to live, living to serve" - gives direction of purpose to these students who take an active role in succeeding in agricultural education; and

WHEREAS, FFA promotes citizenship, volunteerism, patriotism and cooperation.

NOW THEREFORE, I, ERIC P. JENSEN, MAYOR OF THE CITY OF CARROLL, do hereby proclaim the week of February 17-24, 2018 as FFA Week in Carroll, Iowa.

Eric P. Jensen, Mayor

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 *MPW*

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

DATE: January 31, 2018

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

1. Report of Bid Opening
2. Award of Bid

On January 17, the Iowa Department of Transportation (DOT) accepted bids for the U.S. 30 – Grant Road Intersection Improvement project. The bids received are summarized as follows:

Dixon Construction Co.	\$1,449,835.78
Godbersen-Smith Construction Co. & Subsid.	\$1,495,670.33
Bluffs Paving & Utility Company, Inc.	\$1,680,665.01
Ten Point Construction Company, Inc.	\$1,715,685.94
Knife River Corporation d/b/a Knife River Midwest LLC	\$1,903,193.51

The DOT has determined that Dixon Construction Co. has provided the lowest responsive bid. The DOT ensures all bidders are responsible.

The lowest responsive bid exceeds the amended Engineer's Opinion of Probable Cost of \$1,132,958.99. Based on the lowest responsive bid, the total project cost is currently estimated as follows:

Engineering Services		
Design	\$231,262.87	
Construction	\$187,400.00	
Total Engineering		\$418,662.87
ROW/Easements	\$259,702.18	
ROW – DOT	\$462,833.00	
Total ROW		\$722,535.18
Construction		\$1,449,835.78
Other		\$9,996.68
Total Project Estimate		\$2,601,030.51

U.S. 30 – Grant Road Intersection Improvements

1. Report of Bid Opening

2. Award of Bid

January 31, 2018

Page 2

Funding for the project is currently estimated as follows:

Interest	\$28,384.66
WUF – TIF	\$815,901.00
Misc.	\$1,105.20
Other	\$6,545.00
LOST	\$300,000.00
TSIP	\$500,000.00
USTEP	\$400,000.00
DOT – Other	<u>\$462,833.00</u>

Total Estimate	\$2,514,768.86
----------------	----------------

Work under the Contract has a late start date of April 2, 2018 and a 115-working day completion time.

RECOMMENDATION: Mayor and City Council consideration and passage and approval of the Resolution awarding the contract for the U.S. 30 – Grant Road Intersection Improvement to Dixon Construction Co. at their bid price of \$1,449,835.78.

RMK:ds

attachment

RESOLUTION NO. _____

RESOLUTION MAKING AWARD OF THE CONSTRUCTION CONTRACT FOR THE U.S.
30 – GRANT ROAD INTERSECTION IMPROVEMENT PROJECT.

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

WHEREAS, the following bid for the construction of public improvements described in general as U.S. 30 – Grant Road Intersection Improvement and further described in the plans and specifications heretofore adopted by this Council is the lowest responsive, responsible bid for said work as follows:

Contractor:	Dixon Construction Co.
Amount of Bid:	\$1,449,835.78
Portion of Project:	All Construction Work;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Carroll, Iowa, that the contract with Dixon Construction Co. for the construction of the U.S. 30 – Grant Road Intersection Improvement is authorized and accepted, and that the Mayor is authorized to execute the contract and bond on behalf of the City.

Passed and approved by the Carroll City Council this 13th day of February, 2018.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Eric P. Jensen, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Mike Pogge-Weaver, City Manager *MSP-W*

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

DATE: January 31, 2018

SUBJECT: U.S. 30 – Grant Road Intersection Improvements
Professional Services Agreement
Amendment No. 3

The April 14, 2014, Professional Services Agreement with Snyder & Associates, Inc. for the development of the U.S. 30 – Grant Road Intersection Improvements included basic professional services with fees and the identification of additional services that could not be quantified at that time. The Agreement was amended May 26, 2015, and November 27, 2017, to add services identified as necessary for project development.

As the construction contract is awarded, professional construction phase services have been identified and included in a proposed, attached Amendment No. 3. A summary of the services is as follows:

A summary of the current professional services and amendments, with proposed fees is as follows:

Services	Fees				Total
	Original Agreement	Amendment No. 1	Amendment No. 2	Amendment No. 3	
Administration	\$13,200	\$2,600			\$15,800
Topographic Survey	\$10,200				\$10,200
Roadway Design	\$59,500	\$11,400			\$70,900
Bridge Design		\$41,000	\$20,000		\$61,000
Geotechnical		\$12,500			\$12,500
Right of Way		\$27,200	\$2,000		\$29,200
Appraisals		\$22,000			\$22,000
Future, as needed					
Relocation		Hourly			
Condemnation		Hourly			
Construction		Hourly		\$187,400	\$187,400
Total	\$82,900	\$116,700	\$22,000	\$187,400	\$409,000

U.S. 30 – Grant Road Intersection Improvements
Professional Services Agreement
Amendment No. 3
January 31, 2018
Page 2

Total project cost is currently estimated as follows:

Engineering Services		
Design	\$231,262.87	
Construction	<u>\$187,400.00</u>	
Total Engineering		\$418,662.87
ROW/Easements	\$259,702.18	
ROW – DOT	<u>\$462,833.00</u>	
Total ROW		\$722,535.18
Construction		\$1,449,835.78
Other		<u>\$9,996.68</u>
Total Project Estimate		\$2,601,030.51

Funding for the project is currently estimated as follows:

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

RECOMMENDATION: Mayor and City Council consideration and passage and approval of the Resolution approving Amendment No. 3 to the Professional Services Agreement with Snyder & Associates, Inc. for the U.S. 30 – Grant Road Intersection Improvements for professional construction phase services.

RMK:ds

attachments (2)

RESOLUTION NO. _____

RESOLUTION APPROVING AMENDMENT NO. 3 TO THE PROFESSIONAL SERVICES AGREEMENT FOR THE US 30 AND GRANT ROAD INTERSECTION IMPROVEMENT PROJECT.

WHEREAS, the City of Carroll is desirous of completing the US 30 and Grant Road Intersection Improvement project; and,

WHEREAS, Amendment No. 3 to the Professional Services Agreement with Snyder & Associates, Inc. has been prepared to further define required professional services.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Carroll, Iowa, that Amendment No. 3 to the Professional Services Agreement with Snyder & Associates, Inc. for the US 30 and Grant Road Intersection Improvement project is approved.

Passed and approved by the Carroll City Council this 13th day of February, 2018.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Eric P. Jensen, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

**AMENDMENT NO. 3
TO THE
STANDARD PROFESSIONAL SERVICES AGREEMENT
US 30 AND GRANT ROAD INTERSECTION IMPROVEMENTS
CARROLL, IOWA**

This Amendment, entered into this the 13th day of February, 2017, is to the Standard Professional Services Agreement dated April 14, 2014 by and between the City of Carroll, Iowa, a municipal corporation, hereinafter referred to as the "City" or "Client", and Snyder & Associates, Inc., hereinafter referred to as the "Professional".

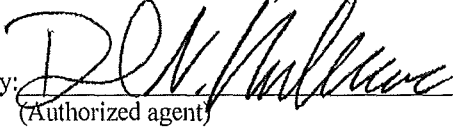
NOW, THEREFORE, it is hereby agreed by and between the parties hereto that the Standard Professional Services Agreement be amended as per the Attached Exhibit "A" incorporated herein and by this reference made part of this Amendment.

CITY OF CARROLL, IOWA (Client)

By: _____
(Authorized agent)

(Printed or typed signature)

SNYDER & ASSOCIATES, INC. (Professional)

By:  _____
(Authorized agent)

David N. Moeller
(Printed or typed signature)

Route executed copy to: Tony Boes

EXHIBIT "A"
AMENDMENT NO. 3
US 30 AND GRANT ROAD INTERSECTION IMPROVEMENTS
ADDITIONAL SERVICES
CARROLL, IOWA

I. GENERAL

The Scope of Services outlines construction phase professional services required for the proposed US 30 and Grant Road intersection improvements. Refer to the original agreement for the initial scope of services and Amendments No. 1 and 2 for previous additional services. Additional services included in this Amendment are the following:

II. SCOPE OF SERVICES

The following construction services will be provided as described in the original agreement and as outlined in the Iowa DOT Construction Manual. Construction services will include construction administration, observation and survey. The construction contract for the project stipulates a late start date of April 2, 2018, with 115 working days assigned.

- A. Preconstruction Meeting
- B. Construction Survey
- C. Periodic Site Observations
- D. Submittals Review
- E. Payment Applications and Change Orders
- F. General Observation
- G. Traffic Signal Turn-on
- H. Final Walk-Through
- I. Record Drawings
- J. Project Close-out

Task G, Traffic Signal Turn-on, will include preparation of a traffic signal timing and coordination plan for the intersection, for coordination with the adjacent US 30 and Clark Street intersection.

III. ENGINEERING FEES

The Professional will perform the above scope of services on an hourly rate and direct expense basis. Estimated fees, including expenses, for these services are shown below. Hourly rates will be in accordance with the standard fee schedule in effect at the time the services are performed. The current fee schedule is attached.

Construction Services	Estimated Fee
Construction Administration	\$ 57,200
Construction Survey	\$ 12,800
Construction Observation	\$ 117,400
TOTAL	\$ 187,400

IV. SCHEDULE

Work will begin upon Amendment authorization. It is assumed that construction will be substantially complete by November 30, 2018, and that punchlist items and reviews /audits will be complete in 2019.

SNYDER & ASSOCIATES, INC.
2018-19
STANDARD FEE SCHEDULE

Billing Classification/Level		Billing Rate	
Professional			
Engineer, Landscape Architect, Land Surveyor, Legal, GIS, Environmental Scientist Project Manager, Planner, Right-of-Way Agent, Graphic Designer			
Principal II		\$202.00	/hour
Principal I		\$191.00	/hour
Senior		\$171.00	/hour
VIII		\$158.00	/hour
VII		\$150.00	/hour
VI		\$144.00	/hour
V		\$134.00	/hour
IV		\$124.00	/hour
III		\$113.00	/hour
II		\$103.00	/hour
I		\$90.00	/hour
Technical			
Technicians--CADD, Survey, Construction Observation			
Lead		\$121.00	/hour
Senior		\$116.00	/hour
VIII		\$108.00	/hour
VII		\$100.00	/hour
VI		\$89.00	/hour
V		\$80.00	/hour
IV		\$74.00	/hour
III		\$62.00	/hour
II		\$54.00	/hour
I		\$47.00	/hour
Administrative			
II		\$62.00	/hour
I		\$50.00	/hour
Reimbursables			
Mileage		current IRS standard rate	
Outside Services		As Invoiced	

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 *MPW*

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

DATE: February 8, 2018

SUBJECT: Street Resurfacing – 2018
Professional Services Agreement

A Professional Services Agreement for services related to a Street Resurfacing - 2018 project has been requested and received from JEO Consulting Group, Inc. The proposed Agreement includes a scope of professional services necessary for design development and construction of street resurfacing on the following street segments.

Bluff Street	Main Street to Walnut Street
East Street	1 st Street to 2 nd Street
	7 th Street to 10 th Street
West Street	1 st Street to 3 rd Street
Water High Service Pumping Station Parking Lot	

The scope of services and fees are detailed in the attached Agreement and summarized as follows:

Topographic Survey	\$29,100.00
Preliminary Design	\$22,400.00
Final Design	\$28,600.00
Bidding	\$ 4,000.00
Construction Services	<u>Hourly</u>
Total	\$84,100 + Hourly

Construction project representation is planned to be performed by City personnel. Hourly construction services are anticipated to be limited to staking and consultation.

The estimated project development time frame is as follows:

Notice to Proceed	February 13, 2018
Preliminary Survey	February 16, 2018
Preliminary Design	March 30, 2018
Final Design	April 27, 2018
Bidding	June 11, 2018
Contract Award	June 25, 2018
Construction Completion	November 15, 2018

Street Resurfacing – 2018
Professional Services Proposal
February 8, 2018
Page 2

RECOMMENDATION: Mayor and City Council consideration and passage and approval of the Resolution approving the Agreement with JEO Consulting Group, Inc. for Professional Services for the Street Resurfacing – 2018 project.

RMK:ds

attachments (2).

RESOLUTION NO. _____

RESOLUTION APPROVING THE AGREEMENT WITH JEO CONSULTING GROUP, INC.
FOR PROFESSIONAL SERVICES FOR THE STREET RESURFACING – 2018 PROJECT.

WHEREAS, the City of Carroll is desirous of developing the Street Resurfacing – 2018 project;
and,

WHEREAS, a Professional Services Agreement for the development of the Street Resurfacing
– 2018 project has been prepared with JEO Consulting Group, Inc.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Carroll, Iowa,
that the Professional Services Agreement with JEO Consulting Group, Inc. for the Street Resurfacing
– 2018 project is approved.

Passed and approved by the Carroll City Council this 13^h day of February, 2018.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Eric P. Jensen, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk



**AGREEMENT
BETWEEN OWNER AND ENGINEER
FOR
PROFESSIONAL SERVICES**

THIS IS AN AGREEMENT effective as of February 13, 2018 ("Effective Date") between City of Carroll, Iowa ("Owner") and JEO Consulting Group, Inc. ("Engineer").

Owner's project, of which Engineer's services under this Agreement are a part, is generally identified as follows:

Street Resurfacing - 2018 ("Project").

JEO Project Number: 160100

Owner and Engineer further agree as follows:

ARTICLE 1 - SERVICES OF ENGINEER

1.01 Scope

- A. Engineer shall provide, or cause to be provided, the services set forth herein and in Exhibit A.

ARTICLE 2 - OWNER'S RESPONSIBILITIES

2.01 Owner Responsibilities

- A. Owner responsibilities are outlined in Section 6 of Exhibit A and Section 3 of Exhibit B.

ARTICLE 3 - COMPENSATION

3.01 Compensation

- A. Owner shall pay Engineer as set forth in Exhibit A and per the terms in Exhibit B.
- B. The fee for the Project is: Per Section 3 of Exhibit A.
- C. The Standard Hourly Rates Schedule shall be adjusted annually (as of approximately January 1st) to reflect equitable changes in the compensation payable to Engineer. The current hourly rate schedule can be provided upon request.

ARTICLE 4 - EXHIBITS AND SPECIAL PROVISIONS

4.01 Exhibits

Exhibit A – Scope of Services

Exhibit B – General Conditions

4.02 Total Agreement

- A. This Agreement (consisting of pages 1 to 2 inclusive, together with the Exhibits identified as included above) constitutes the entire agreement between Owner and Engineer and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement.

Owner:

By: Eric P. Jensen

Title: Mayor

Date Signed: 2/13/2018

Address for giving notices:

City of Carroll

112 E. 5th Street

Carroll, IA 51401

Engineer: JEO Consulting Group, Inc.

Cody Forch

By: Cody Forch, PE

Title: Project Manager

Date Signed: 2 / 5 / 18

Address for giving notices:

JEO Consulting Group, Inc.

724 Simon Avenue

Carroll, IA 51401

EXHIBIT A
Scope of Services
City of Carroll Street Resurfacing - 2018
JEO Project No. 160100.00

PROJECT UNDERSTANDING:

The street segments selected for 2018 rehabilitation are as follows:

- Bluff Street: Main Street to Walnut Street (1,875 feet)
- East Street: 1st Street to 2nd Street; 7th Street to 10th Street (1,650 feet)
- West Street: 1st Street to 3rd Street (820 feet)
- Water High Service Pumping Station Parking Lot, 123 W. Bluff Street

Specific improvement items will include full-depth patching, curb replacement, driveway replacement, accessibility improvements (sidewalk ramps), minor storm sewer improvements, fixture adjustments (manholes, valves, and hydrants), pavement milling/scarification, hot mix asphalt resurfacing and seeding, mulching, and fertilizing. It is estimated that 63 existing and 10 new destination sidewalk ramps will or may be included in the project. Current SUDAS design standards, specifications, and Carroll Supplemental Specifications will provide the design guidelines for this locally funded project.

SCOPE OF SERVICES:

1 DESIGN SERVICES:

1.1 TOPOGRAPHIC SURVEY (SEMKE & ASSOCIATES/PINPOINT LAND SURVEYING)

- a. At the Owner's request, the Engineer has teamed with Semke & Associates and PinPoint Land Surveying for the topographic survey portion of the project.
- b. Make Iowa One Call and plan for and complete the necessary field surveys and other field investigations. Preliminary survey to include:
 - i. Establishment of horizontal and vertical control. Set two horizontal control points with 5/8-inch rebar and two benchmarks per street location. Benchmarks will be placed on stable, permanent objects. Control points will be labeled and tied out.
 - ii. Locate sufficient land ties to allow location of roadway centerlines, property lines, and right-of-way and provide information required to describe new right-of-way and/or easements. Adequate information will be gathered for said land ties to record monument preservation certificates per Iowa Code Section 355.6A in the event monuments become displaced during construction.
 - iii. Topographic survey from right-of-way to right-of-way and 50 feet past each intersection including centerline and gutter line points at 25 feet intervals and at high and low points.
 - iv. Locations of full-depth patches marked by the Owner and/or Engineer.
 - v. Survey for elevation and location of any required subsurface testing or exploration.
 - vi. Detailed elevation and location survey at proposed curb ramp locations including sidewalk joints. Survey shall be accurate to +/- 0.01' vertically.
 - vii. Detailed elevation and location survey at existing intake locations with

connecting storm sewer pipe information to determine existing drainage conditions, including top of structures for all intakes and junction boxes scheduled for replacement.

- viii. Detailed elevation and location survey of existing driveway to the right-of-way line with joint locations.
- ix. Survey of existing private utility lines as marked by utility owner, as identified in City records, and as provided by utility companies.
- x. Research and collection of property owner names and addresses from County GIS on-line data or maps and placed on base map.
- xi. Prepare existing site plan from survey data. Create TIN file in Microstation OpenRoads format.

1.2 PRELIMINARY DESIGN

- a. Conduct kick-off meeting with Owner and review project requirements and goals.
- b. Perform an initial field review of the project location.
- c. Review existing information provided by Owner and advise Owner if additional information or data is needed.
- d. Determine design criteria or design methods required by Owner, assumed SUDAS with City of Carroll Supplemental Specifications.
- e. Layout proposed patching, driveway improvements, drainage improvements, sidewalk improvements, pavement milling, HMA resurfacing areas, and fixture adjustments.
- f. Prepare and furnish preliminary design phase documents using SUDAS design guidelines, including the following sheets:
 - i. Title sheet
 - ii. Legend sheet
 - iii. Typical cross-sections
 - iv. Estimate of quantities, general information, and erosion control and SWPPP sheets
 - v. Plan and profile sheets
 - vi. Reference ties and bench marks
 - vii. Staging and traffic control sheets
 - viii. Intersection geometric staking, jointing, and edge profiles
 - ix. Storm sewer sheets, if needed
 - x. Removal sheets
 - xi. Sidewalk sheets
- g. Conduct internal QC review of plan set.
- h. Meet with Owner's designated representative to review preliminary design phase documents.
- i. Revise plan set after QC and Owner reviews.
- j. Attend up to two (2) total meetings during preliminary design phase.

Preliminary design phase is considered complete when documents are reviewed and approved by Owner.

1.3 FINAL DESIGN

- a. Procure additional field information for design, if necessary.
- b. Perform detailed design computations and prepared detailed working drawings.
- c. Prepare special provisions, if necessary
- d. Prepare and furnish final design phase documents using SUDAS design guidelines. Plan sheets prepared in the preliminary design phase to be further developed and finalized.
- e. Perform internal QC review of final plans.
- f. Furnish plans, special provisions, and contract documents of the project to Owner for review and approval.
- g. Revise plans, specifications, and contract documents after QC and Owner reviews.
- h. Prepare opinion of probable construction costs.
- i. Prepare up to two (2) right-of-way or easement acquisition plat(s).
- j. Provide information to Owner necessary to acquire permits or prepare and submit applications for construction permits to regulatory authorities as necessary (IDOT, IDNR, City, etc.).
- k. Prepare documents required for receiving bids.
- l. Attend utility coordination meeting.
- m. Attend public notice meeting/hearing.
- n. Attend up to three (3) total meetings during final design phase.

Final design phase is considered complete when the final plans and specifications have been reviewed and approved by Owner.

1.4 BIDDING AND NEGOTIATIONS

- a. Assist Owner in securing construction bids for the project.
- b. Send Notice to Bidders to builders' bureaus, plan houses, and potential contractors engaged in similar work.
- c. Provide reproductions of plans, special provision, and bidding documents and distribute to interested parties.
- d. Issue addenda as appropriate to clarify, correct, or change the bidding documents.
- e. Assist Owner at the bid opening and award of contract.

2 CONSTRUCTION RELATED SERVICES:**2.1 GENERAL**

- a. Attend a preconstruction conference to be scheduled and coordinated by Owner.
- b. Make site visits as requested by the Owner or respond to questions during construction.
- c. Interpret plans and specifications with Contractor and Owner.
- d. Preparation of record drawings (as-builts).

2.2 STAKING (REQUIRES 72 HOURS' NOTICE)

- a. Mark removals, utility adjustments and provide for other construction staking as requested by the Owner.

- b. Mark areas to be milled, full-depth patches and limits of HMA overlay at the Owner's direction.
- c. Stake water main and sanitary sewer main relocations, if necessary.
- d. Stake storm sewer lines and structures, if necessary.

3 FEE:

- 3.1 This fee includes JEO's billable time and overhead expenses including telephone calls, copying, postage, travel and meals that are included in our hourly rates and fees. Any additional services beyond the Scope of Service will be provided on a billable time basis in accordance with our standard Hourly Rate Schedule.

3.2	FEE PER PHASE OR TASK	FEE
a.	Topographic Survey (Semke/PinPoint)	\$29,100.00
b.	Preliminary Design	\$22,400.00
c.	Final Design	\$28,600.00
d.	Bidding and Negotiations	\$ 4,000.00
e.	Construction Related Services	<u>Hourly</u>
	Total	\$84,100.00 + Hourly Construction

4 PAYMENT:

- 4.1 We will invoice you monthly for work completed to date, payment is due upon receipt. Invoices unpaid after 30 days will accrue interest at 12% per annum (1.0%/month).

5 ESTIMATED FRAME:

- 5.1 The following is the estimated time frame for this project. All calendar days are estimated, subject to acceptance day with City of Carroll.
- a. Notice to Proceed – February 13, 2018.
 - b. Preliminary Survey – February 16, 2018.
 - c. Preliminary Design – March 30, 2018.
 - d. Final Design – four (4) weeks from receipt of City review comments, estimated April 27, 2018.
 - e. Bidding – per Iowa Code Chapter 26, anticipated letting June 11, 2018.
 - f. City Award of Contract – June 25, 2018.
 - g. Construction – as construction proceeds in 2018.

6 OWNER RESPONSIBILITY:

- 6.1 The Owner must provide the following information to the Engineer/Consultant:
- a. Access to all project sites.
 - b. Mark locations for removal and full-depth patching or otherwise provide assistance.
 - c. Provide special conditions or provisions required by the Owner.
 - d. Provide sewer and water service information and assist with location.
 - e. Payment of any permit fees.
 - f. Copies of the most current water, sanitary sewer and base maps.

7 EXCLUSIONS:

- 7.1 Sanitary sewer/water main distribution design.
- 7.2 Storm sewer report.

- 7.3 Geotechnical investigation of subsurface soils conditions.
- 7.4 Land rights and ownership.
- 7.5 Environmental, cultural, or archeological studies.
- 7.6 Floodplain, Corps 404, or other environmental permitting.
- 7.7 Traffic analysis and reporting.
- 7.8 Any permit fees associated with permit applications
- 7.9 Special meetings and meetings not outlined in the Scope of Services
- 7.10 Updates to water, sanitary sewer and electrical distribution plat maps (existing and proposed).

8 GENERAL CONDITIONS

- 8.1 JEO's general conditions are attached as Exhibit B.

JEO CONSULTING GROUP INC ■ JEO ARCHITECTURE INC

GENERAL CONDITIONS

1. SCOPE OF SERVICES: JEO Consulting Group, Inc. (JEO) shall perform the services described in Exhibit A. JEO shall invoice the client for these services at the fee stated in Exhibit A.

2. ADDITIONAL SERVICES: JEO can perform work beyond the scope of services, as additional services, for a negotiated fee or at fee schedule rates.

3. CLIENT RESPONSIBILITIES: The client shall provide all criteria and full information as to the client's requirements for the project; designate and identify in writing a person to act with authority on the client's behalf in respect to all aspects of the project; examine and respond promptly to JEO's submissions; and give prompt written notice to JEO whenever the client observes or otherwise becomes aware of any defect in work.

Unless otherwise agreed, the client shall furnish JEO with right-of-access to the site in order to conduct the scope of services. Unless otherwise agreed, the client shall also secure all necessary permits, approvals, licenses, consents, and property descriptions necessary to the performance of the services hereunder. While JEO shall take reasonable precautions to minimize damage to the property, it is understood by the client that in the normal course of work some damage may occur, the restoration of which is not a part of this agreement.

4. TIMES FOR RENDERING SERVICES: JEO's services and compensation under this agreement have been agreed to in anticipation of the orderly and continuous progress of the project through completion. Unless specific periods of time or specific dates for providing services are specified in the scope of services, JEO's obligation to render services hereunder shall be for a period which may reasonably be required for the completion of said services.

If specific periods of time for rendering services are set forth or specific dates by which services are to be completed are provided, and if such periods of time or date are changed through no fault of JEO, the rates and amounts of compensation provided for herein shall be subject to equitable adjustment. If the client has requested changes in the scope, extent, or character of the project, the time of performance of JEO's services shall be adjusted equitably.

5. INVOICES: JEO shall submit invoices to the client monthly for services provided to date and a final bill upon completion of services. Invoices are due and payable within 30 days of receipt. Invoices are considered past due after 30 days. Client agrees to pay a finance charge on past due invoices at the rate of 1.0% per month, or the maximum rate of interest permitted by law.

If the client fails to make any payment due to JEO for services and expenses within 30 days after receipt of JEO's statement, JEO may, after giving 7 days' written notice to the client, suspend services to the client under this agreement until JEO has been paid in full all amounts due for services, expenses, and charges.

6. STANDARD OF CARE: The standard of care for all services performed or furnished by JEO under the agreement shall be the care and skill ordinarily used by members of JEO's profession

practicing under similar circumstances at the same time and in the same locality. JEO makes no warranties, express or implied, under this agreement or otherwise, in connection with JEO's services.

JEO shall be responsible for the technical accuracy of its services and documents resulting therefrom, and the client shall not be responsible for discovering deficiencies therein. JEO shall correct such deficiencies without additional compensation except to the extent such action is directly attributable to deficiencies in client furnished information.

7. REUSE OF DOCUMENTS: Reuse of any materials (including in part plans, specifications, drawings, reports, designs, computations, computer programs, data, estimates, surveys, other work items, etc.) by the client on a future extension of this project, or any other project without JEO's written authorization shall be at the client's risk and the client agrees to indemnify and hold harmless JEO from all claims, damages, and expenses including attorney's fees arising out of such unauthorized use.

8. ELECTRONIC FILES: Copies of Documents that may be relied upon by the client are limited to the printed copies (also known as hard copies) that are signed or sealed by JEO. Files in electronic media format of text, data, graphics, or of other types that are furnished by JEO to the client are only for convenience of the client. Any conclusion or information obtained or derived from such electronic files shall be at the user's sole risk.

a. Because data stored in electronic media format can deteriorate or be modified inadvertently or otherwise without authorization of the data's creator, the party receiving electronic files agrees that it shall perform acceptance tests or procedures within 30 days, after which the receiving party shall be deemed to have accepted the data thus transferred. Any errors detected within the 30 day acceptance period shall be corrected by the party delivering the electronic files. JEO shall not be responsible to maintain documents stored in electronic media format after acceptance by the client.

b. When transferring documents in electronic media format, JEO makes no representations as to long term compatibility, usability, or readability of documents resulting from the use of software application packages, operating systems, or computer hardware differing from those used by JEO at the beginning of the project.

c. The client may make and retain copies of documents for information and reference in connection with use on the project by the client.

d. If there is a discrepancy between the electronic files and the hard copies, the hard copies govern.

e. Any verification or adaptation of the documents by JEO for extensions of the project or for any other project shall entitle JEO to further compensation at rates to be agreed upon by the client and JEO.

9. SUBCONSULTANTS: JEO may employ consultants as JEO deems necessary to assist in the performance of the services. JEO shall not be required to employ any consultant unacceptable to JEO.

JEO CONSULTING GROUP INC ■ JEO ARCHITECTURE INC

GENERAL CONDITIONS

10. INDEMNIFICATION: To the fullest extent permitted by law, JEO and the client shall indemnify and hold each other harmless and their respective officers, directors, partners, employees, and consultants from and against any and all claims, losses, damages, and expenses (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals, and all court or arbitration or other dispute resolution costs) to the extent such claims, losses, damages, or expenses are caused by the indemnifying parties' negligent acts, errors, or omissions. In the event claims, losses, damages, or expenses are caused by the joint or concurrent negligence of JEO and the client, they shall be borne by each party in proportion to its negligence.

11. INSURANCE: JEO shall procure and maintain the following insurance during the performance of services under this agreement:

- a. Workers' Compensation: Statutory
- b. Employer's Liability
 - i. Each Accident: \$500,000
 - ii. Disease, Policy Limit: \$500,000
 - iii. Disease, Each Employee: \$500,000
- c. General Liability
 - i. Each Occurrence (Bodily Injury and Property Damage): \$1,000,000
 - ii. General Aggregate: \$2,000,000
- d. Auto Liability
 - i. Combined Single: \$1,000,000
- e. Excess or Umbrella Liability
 - i. Each Occurrence: \$1,000,000
 - ii. General Aggregate: \$1,000,000
- f. Professional Liability:
 - i. Each Occurrence: \$1,000,000
 - ii. General Aggregate: \$2,000,000
- g. All policies of property insurance shall contain provisions to the effect that JEO and JEO's consultants' interests are covered and that in the event of payment of any loss or damage the insurers shall have no rights of recovery against any of the insureds or additional insureds thereunder.
- h. The client shall require the contractor to purchase and maintain general liability and other insurance as specified in the Contract Documents and to cause JEO and JEO's consultants to be listed as additional insured with respect to such liability and other insurance purchased and maintained by the contractor for the project.
- i. The client shall reimburse JEO for any additional limits or coverages that the client requires for the project.

12. TERMINATION: This agreement may be terminated by either party upon 7 days prior written notice. In the event of termination, JEO shall be compensated by client for all services performed up to and including the termination date. The effective date of termination may be set up to thirty (30) days later than otherwise provided to allow JEO to demobilize personnel and equipment from the site, to complete tasks whose value would otherwise be lost, to prepare notes as to the status of completed and uncompleted tasks, and to assemble project materials in orderly files.

13. GOVERNING LAW: This agreement is to be governed by the law of the state in which the project is located.

14. SUCCESSORS, ASSIGNS, AND BENEFICIARIES: The client and JEO each is hereby bound and the partners, successors, executors, administrators and legal representatives of the client and JEO are hereby bound to the other party to this agreement and to the partners, successors, executors, administrators and legal representatives (and said assigns) of such other party, with respect to all covenants, agreements and obligations of this agreement.

a. Neither the client nor JEO may assign, sublet, or transfer any rights under or interest (including, but without limitation, monies that are due or may become due) in this agreement without the written consent of the other, except to the extent that any assignment, subletting, or transfer is mandated or restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment shall release or discharge the assignor from any duty or responsibility under this agreement.

b. Unless expressly provided otherwise in this agreement: Nothing in this agreement shall be construed to create, impose, or give rise to any duty owed by the client or JEO to any contractor, contractor's subcontractor, supplier, other individual or entity, or to any surety for or employee of any of them.

c. All duties and responsibilities undertaken pursuant to this agreement shall be for the sole and exclusive benefit of the client and JEO and not for the benefit of any other party.

15. PRECEDENCE: These standards, terms, and conditions shall take precedence over any inconsistent or contradictory language contained in any proposal, contract, purchase order, requisition, notice to proceed, or like document regarding JEO's services.

16. SEVERABILITY: Any provision or part of the agreement held to be void or unenforceable shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon the client and JEO, who agree that the agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

17. E-VERIFY: JEO shall register with and use the E-Verify Program, or an equivalent federal program designated by the United States Department of Homeland Security or other federal agency authorized to verify the work eligibility status of a newly hired employee pursuant to the Immigration Reform and Control Act of 1986, to determine the work eligibility status of new employees physically performing services within the state where the work shall be performed. Engineer shall require the same of each consultant.

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 *MPW*

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

DATE: January 31, 2018

SUBJECT: West Street Resurfacing STBG Funding Application

An Application for Federal funding under the Surface Transportation Block Grant Program (STBG) has been prepared. The Application is for improvements to West Street from 7th Street to 18th Street. The improvements are projected to include storm sewer construction, pavement scarification, patching, curb repair, sidewalk repair, hot mix asphalt surfacing and other associated work. The West Street segment is recommended based on pavement condition index and field review compared to other Federal-aid eligible routes.

Applications were due February 9. An Application has been submitted, unsigned. It can be withdrawn if so desired. A copy is attached.

The estimated project cost and proposed funding is as follows:

	Estimated Cost	Federal-aid	Local
Construction/Materials	\$750,000	\$600,000	\$150,000
Engineering/Consulting	\$125,000	\$ 0	\$125,000
Total	\$875,000	\$600,000	\$275,000

The Application for funding is for Federal Fiscal Year 2020. The proposed F.Y. 19 – 23 Capital Improvements Program includes projected funding for a Street Rehab – 2019 project in the amount of \$700,000. A portion of that funding, or other available funding, could be a source of the Local funding for this project.

The project schedule is currently proposed as follows:

Concept Statement	February, 2019
Preliminary Plans	September, 2019
Check Plans	October, 2019
Final Plans	November, 2019
Contracts	December, 2019
Bid Letting	February, 2020
Construction Completion	October, 2020

West Street Resurfacing
STBG Funding Application
January 31, 2018
Page 2

The Application requires a Resolution of the City Council committing the local funds and assuring project maintenance.

RECOMMENDATION: Mayor and City Council consideration and passage and approval of the Resolution Committing Funds for Construction and Assuring Operation and Maintenance of the West Street Resurfacing Project.

RMK:ds

attachments (4)

RESOLUTION NO. _____

A RESOLUTION COMMITTING FUNDS FOR CONSTRUCTION AND ASSURING OPERATION AND MAINTENANCE OF THE WEST STREET RESURFACING PROJECT.

WHEREAS, the City of Carroll is desirous of improving the strength and serviceability of West Street from 7th Street to 18th Street; and,

WHEREAS, West Street from 7th Street to 18th Street is eligible to compete on a Regional basis for Federal funding under the Surface Transportation Block Grant Program.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Carroll, Iowa, that application be made for Federal funding under the Surface Transportation Block Grant Program; and,

BE IT FURTHER RESOLVED that funding for the engineering costs and local share, now estimated to equal \$275,000, is assured to be made available by the City Council from sources that may be lawfully used for that purpose; and,

BE IT FURTHER RESOLVED, that the project will be operated and maintained by the City Council of the City of Carroll, Iowa, for the useful life of the improvement and the use of any right-of-way acquired will not change without prior approval from the Federal Highway Administration.

Passed and approved by the Carroll City Council this 13th day of February, 2018.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Eric P. Jensen, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

APPLICATION FOR REGION XII RPA
SURFACE TRANSPORTATION BLOCK GRANT PROGRAM
2019-2022 TRANSPORTATION IMPROVEMENT PROGRAM

Due Date: February 9, 2018 by 4:00 pm

CHECKLIST:	The following items must be provided for all projects.
<u> X </u>	Project Application
<u> X </u>	Project Location Map(s)
<u> X </u>	Resolution from Sponsoring Governmental Entity
	- commitment of funds
	- statement on project maintenance
<u> X </u>	Signed Certification Form
<u> X </u>	Reproducible site map that clearly outlines the project area
<u> X </u>	Digital Photos of the existing route
<u> X </u>	Electronic Copy of Full Application to cwhitaker@region12cog.org

All Project Funding is Subject to the Availability of Transportation Funds.

Highway, Road or Street Projects Must be Classified as a Major Collector or Above on the Federal Functional Classification System. Street projects within an Urban Area (cities with a population over 5,000) must be classified as a Collector or Above. Federal Functional Classification Maps are available at www.region12cog.org under the Downloads Section.

1. Applicant: City of Carroll
2. Project Name: West Street Resurfacing
3. Contact Person: Randall M. Krauel Phone Number: (712) 792-1000
Address: 112 E. 5th Street City: Carroll Zip Code: 51401
4. Lead Agency if Multi-Jurisdictional: City of Carroll
5. Project Name: West Street Resurfacing
6. Project Termini (If Applicable): 7th Street to 18th Street
7. Project Length (If Applicable): 0.76 mi.
8. Funding is being Requested for which Federal Fiscal Year: 2020

9. STBG Project Eligibilities: (Check those that apply)

- ☒ Construction, reconstruction, rehabilitation, resurfacing, restoration, preservation, or operational improvements for highways
- ☐ Replacement, rehabilitation, preservation, protection, and anti-icing/deicing for bridges and tunnels on any public road, including construction or reconstruction necessary to accommodate other modes.
- ☐ Construction of new bridges and tunnels on a Federal-aid highway.
- ☐ Inspection and evaluation of bridges, tunnels and other highway assets as well as training for bridge and tunnel inspectors.
- ☐ Capital costs for transit projects.
- ☐ Carpool projects, fringe and corridor parking facilities and programs.
- ☐ Highway and transit safety infrastructure improvements and programs, installation of safety barriers and nets on bridges, hazard eliminations, mitigation of hazards caused by wildlife, railway-highway grade crossings.
- ☐ Highway and transit research, development, technology transfer.
- ☐ Capital and operating costs for traffic monitoring, management and control facilities and programs, including advanced truck stop electrification.
- ☐ Surface transportation planning.
- ☐ Transportation Alternatives.
- ☐ Transportation control measures.
- ☐ Development and establishment of management systems.
- ☐ Environmental mitigation efforts (as under National Highway Performance Program).
- ☐ Intersections with high accident rates or levels of congestion.
- ☐ Infrastructure-based ITS capital improvements.
- ☐ Environmental restoration and pollution abatement.
- ☐ Control of noxious weeds and establishment of native species.
- ☐ Congestion pricing projects and strategies, including electric toll collection and travel demand management strategies and programs.
- ☐ Recreational trails projects.
- ☐ Construction of ferry boats and terminals.
- ☐ Border infrastructure projects.
- ☐ Truck parking facilities.
- ☐ Development and implementation of State asset management plan for the NHS, and similar activities related to the development and implementation of a performance based management program for other public roads.
- ☐ Surface transportation infrastructure modifications within port terminal boundaries, only if necessary to facilitate direct intermodal interchange, transfer, and access into and out of the port.
- ☐ Construction and operational improvements for a minor collector in the same corridor and in proximity to an NHS route if the improvement is more cost-effective (as determined by a benefit-cost analysis) than an NHS improvement and will enhance NHS level of service and regional traffic flow.

10. Type of work:

The West Street Resurfacing project includes resurfacing of existing West Street within the City of Carroll. The project is located on West Street from 7th Street to 18th Street, a length of approximately 0.76 mile. Rehabilitation includes storm sewer construction, pavement scarification, patching, curb repair, sidewalk repair, hot mix asphalt surfacing and other associated work.

West Street within the project area is Federally Functionally Classified a Minor Arterial. The area includes Residential and Business Zoning. The roadway is 25-31 feet back-to-back of curbs. On-street parking is prohibited as follows:

7th Street to 11th Street : East side
11th Street to 13th Street : Both sides
13th Street to 17th Street : East side
17th Street to 18th Street : Both sides

Angle parking is provided and permitted on the West side from 15th Street to 17th Street. The Iowa Pavement Management Program assesses the pavement condition index poor throughout the project length.

11. Project Budget:

ITEM	COST
Land/Site Acquisition Costs.....	\$ 0
Construction/Materials Costs	\$ 750,000
Engineering/Consulting Costs.....	\$ 125,000
Capital Acquisition	\$ 0
Explain:	
Other (Explain):	\$ 0
.....	\$ 0
TOTAL COST	\$ 875,000*

Local Share..... \$275,000 Grant Request..... \$600,000

**Local % of project...31% **Grant % of project.....69%

**Minimum Highway, Road or Street Project Cost should be no less than \$200,000*

*** Please note that the maximum grant amount is 80%.*

12. Please collect traffic data on the segment of roadway that has been proposed for funding.

Traffic Data Information Summary (please attach copies of data collection reports).

Location of Data Collection: West Street at 17th Street

Dates of Data Collection	<u>01-31-18</u>	<u>02-01-18</u>
Average Daily Traffic Count	1,528 vpd	1,453 vpd
Percentage of Trucks	5%	5%
Average Speed	23.8 mph	24.8 mph

IDOT AADT Count: 2330

IDOT Count Year: 2016

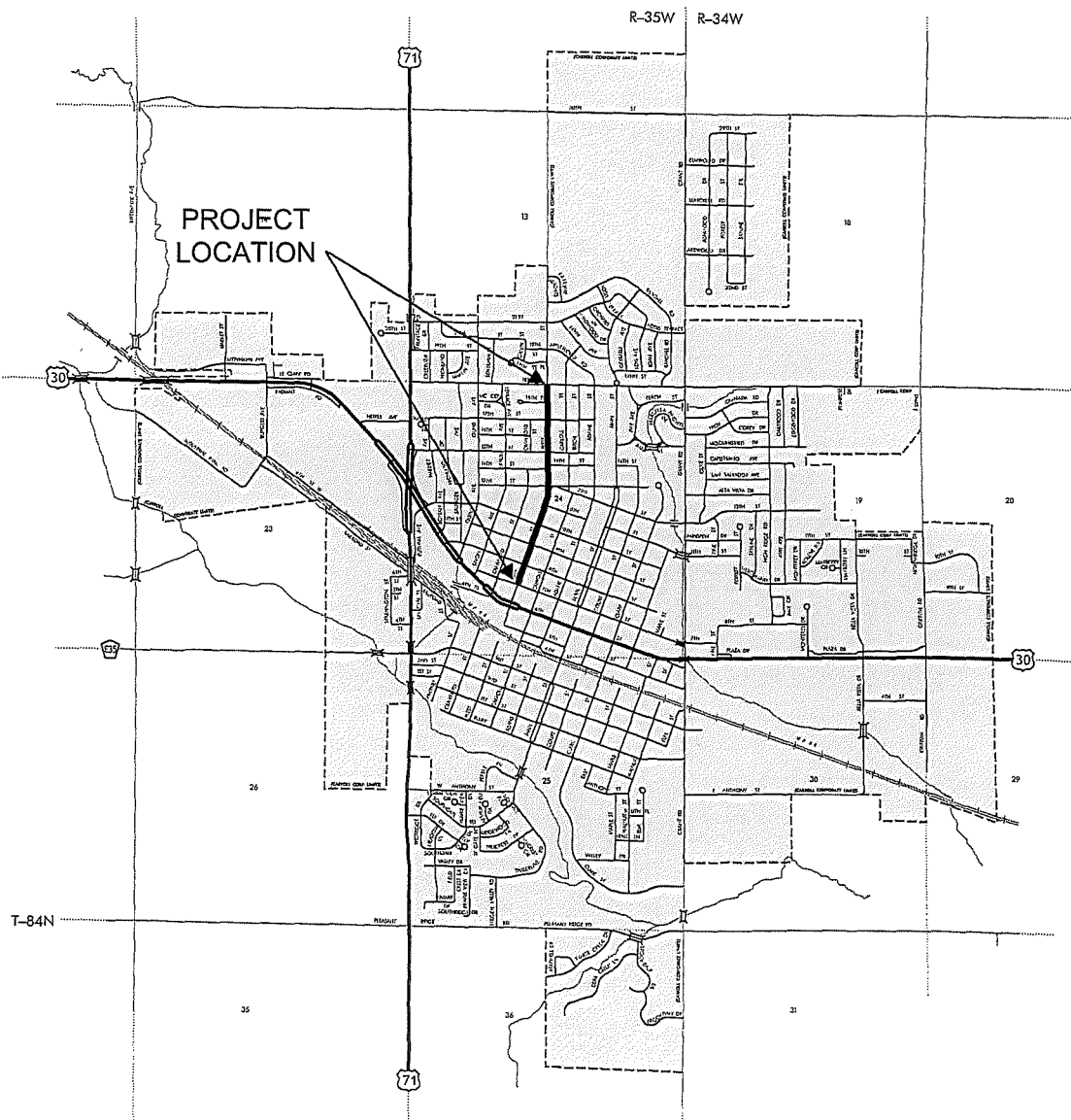
PROJECT CERTIFICATION

To the best of my knowledge and belief, all information included in this application is true and accurate, including the commitment of all physical and financial resources. This application has been duly authorized by the participating local authority. I understand the attached Resolution binds the participating local government(s) to assume responsibility for adequate maintenance of any new or improved facility.

Applicant Name (local governments sponsor): City of Carroll

Eric P. Jensen, Mayor

02-13-18

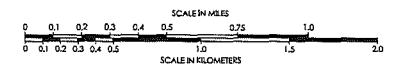


PROJECT LOCATION MAP
SURFACE TRANSPORTATION
BLOCK GRANT PROGRAM
APPLICATION
WEST STREET RESURFACING
7TH STREET to 18TH STREET



LEGEND

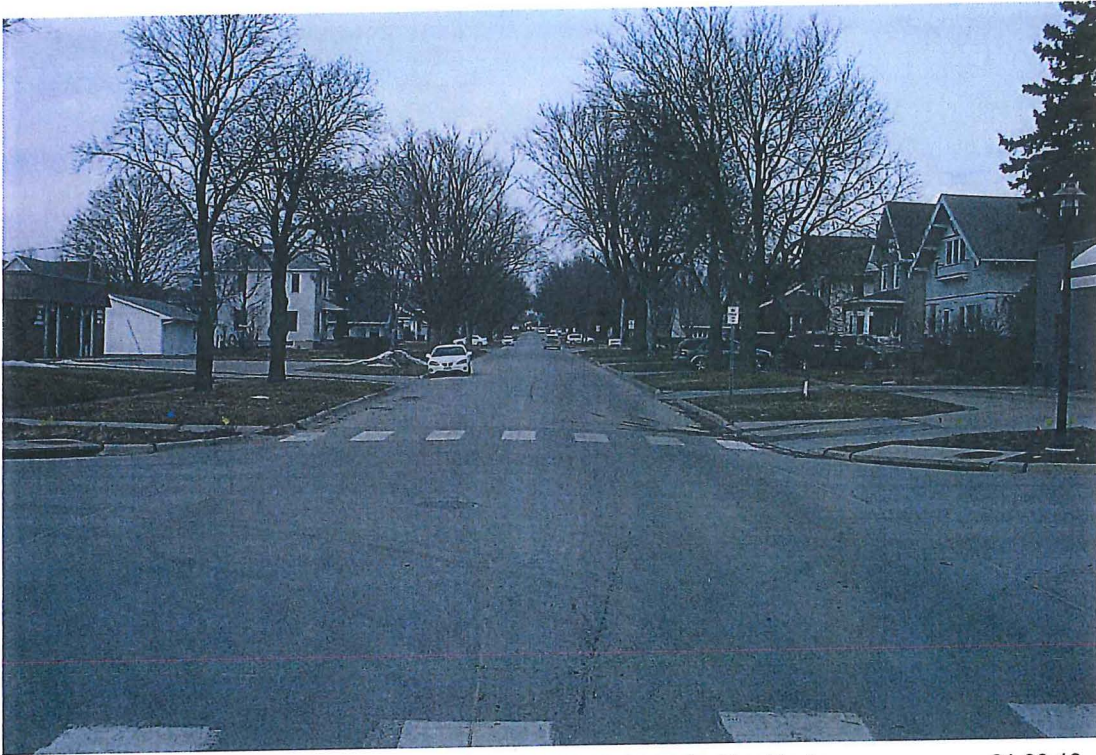
- INTERSTATE ROUTE
- FREEWAY OR EXPRESSWAY ROUTE
- U.S. NUMBERED ROUTE
- BUSINESS ROUTE
- STATE NUMBERED ROUTE
- UNDESIGNED ROUTE
- COUNTY NUMBERED ROUTE
- SECONDARY ROAD OR ADJOINING CITY STREET
- CITY STREET
- PAVE, UNDESIGNED, OR FEDERAL ROAD
- RAILROAD
- CORPORATION LINE
- SECTION LINE
- QUAD-DE-SAC
- SECTION, TOWNSHIP & RANGE NUMBERS



HIGHWAY AND STREET MAP
OF

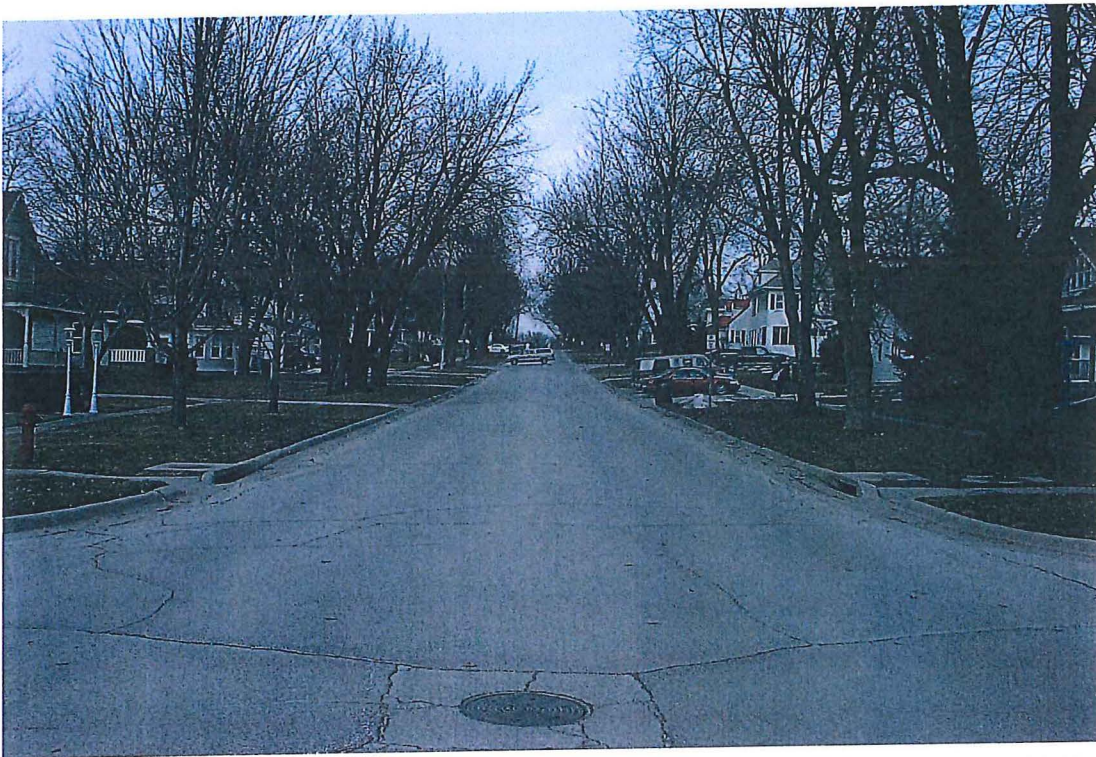
**CARROLL
IOWA**

PREPARED BY
IOWA DEPARTMENT OF TRANSPORTATION
PLANNING, PROGRAMMING, AND MODAL DIVISION
OFFICE OF SYSTEMS PLANNING
PHONE (515) 239-1444
IN COOPERATION WITH
UNITED STATES DEPARTMENT OF TRANSPORTATION
FEDERAL HIGHWAY ADMINISTRATION



N. West Street and W. 7th Street looking North

01-30-18



N. West Street and W. 9th Street looking North

01-30-18



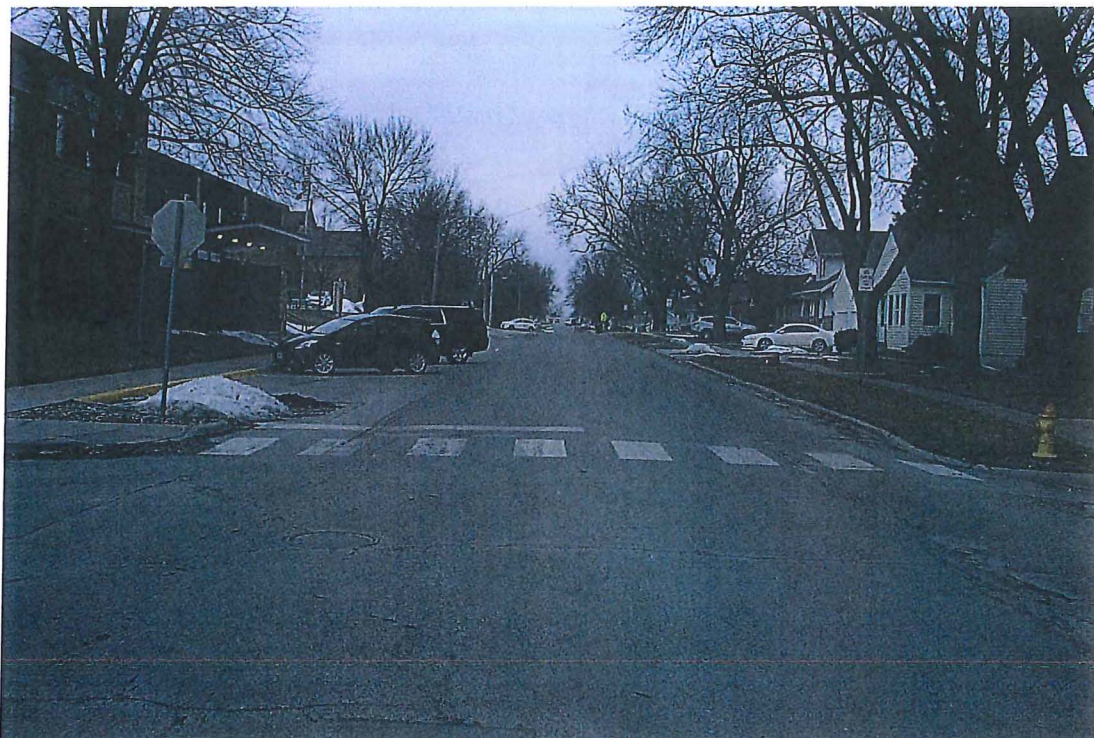
N. West Street and W. 11th Street looking North

01-30-18



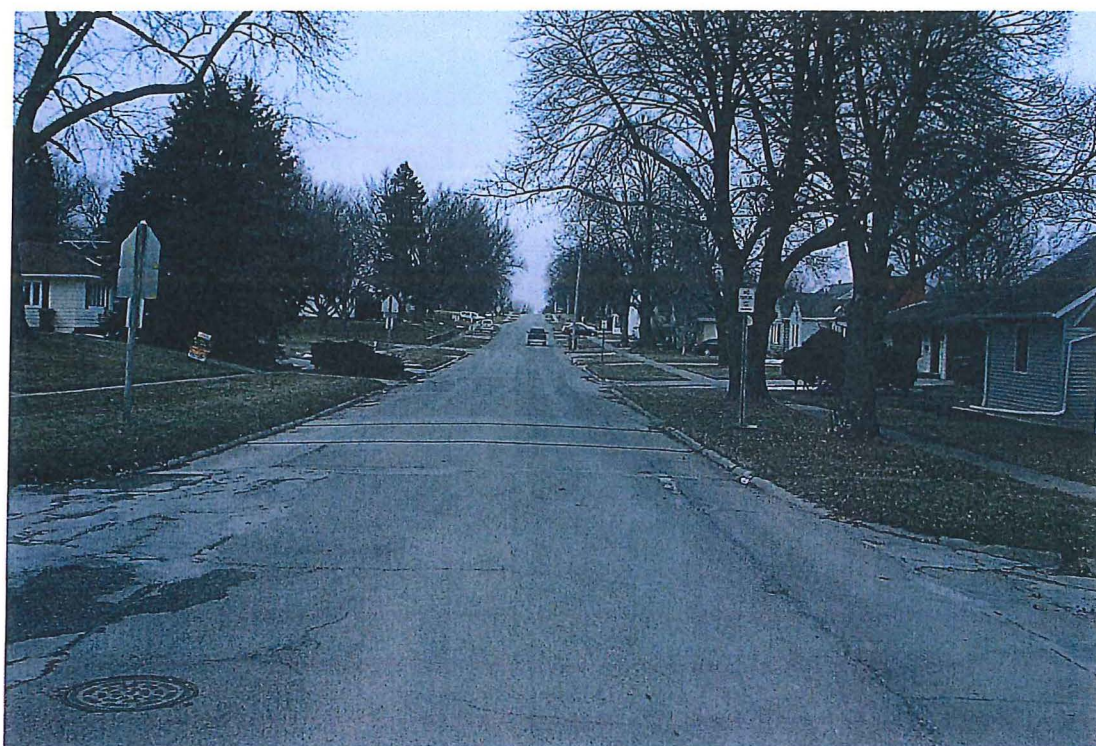
N. West Street and W. 13th Street looking North

01-30-18



N. West Street and W. 15th Street looking North

01-30-18



N. West Street and W. 17th Street looking North

01-30-18

Street : N. West St.
Between : 17th St. and 18th St. Place

Site: N. West St.
1/31/2018
Wednesday

Daily Classification

Combined Channels

Interval Start	Total	Bike	Cars & Trailers	2 Axle Long	Buses	2 Axle 6 Tire	3 Axle Single	4 Axle Single	<5 Axle Double	5 Axle Double	>6 Axle Double	<6 Axle Multi	6 Axle Multi	>6 Axle Multi
12:00 AM	2	0	2	0	0	0	0	0	0	0	0	0	0	0
1:00 AM	2	0	1	1	0	0	0	0	0	0	0	0	0	0
2:00 AM	2	0	0	0	0	2	0	0	0	0	0	0	0	0
3:00 AM	2	0	0	1	0	0	0	0	1	0	0	0	0	0
4:00 AM	4	0	1	2	0	1	0	0	0	0	0	0	0	0
5:00 AM	17	0	9	7	0	1	0	0	0	0	0	0	0	0
6:00 AM	65	0	45	16	1	2	0	0	1	0	0	0	0	0
7:00 AM	152	0	93	50	4	5	0	0	0	0	0	0	0	0
8:00 AM	79	0	36	37	2	3	0	0	1	0	0	0	0	0
9:00 AM	59	0	25	29	0	5	0	0	0	0	0	0	0	0
10:00 AM	68	0	37	20	0	11	0	0	0	0	0	0	0	0
11:00 AM	82	0	56	22	1	3	0	0	0	0	0	0	0	0
12:00 PM	88	0	47	37	0	4	0	0	0	0	0	0	0	0
1:00 PM	92	1	50	38	0	3	0	0	0	0	0	0	0	0
2:00 PM	81	0	47	31	0	3	0	0	0	0	0	0	0	0
3:00 PM	189	0	117	63	2	7	0	0	0	0	0	0	0	0
4:00 PM	154	0	100	50	0	4	0	0	0	0	0	0	0	0
5:00 PM	135	0	84	44	1	6	0	0	0	0	0	0	0	0
6:00 PM	109	0	74	33	0	2	0	0	0	0	0	0	0	0
7:00 PM	61	0	51	10	0	0	0	0	0	0	0	0	0	0
8:00 PM	52	0	36	16	0	0	0	0	0	0	0	0	0	0
9:00 PM	19	0	13	6	0	0	0	0	0	0	0	0	0	0
10:00 PM	12	0	10	2	0	0	0	0	0	0	0	0	0	0
11:00 PM	2	0	1	1	0	0	0	0	0	0	0	0	0	0
Total	1528	1	935	516	11	62	0	0	3	0	0	0	0	0
%		0.1	61.2	33.8	0.7	4.1	0.0	0.0	0.2	0.0	0.0	0.0	0.0	0.0

Street : N. West St.
Between : 17th St. and 18th St. Place

Site: N. West St.
2/1/2018
Thursday

Daily Classification

Combined Channels

Interval Start	Total	Bike	Cars & Trailers	2 Axle Long	Buses	2 Axle 6 Tire	3 Axle Single	4 Axle Single	<5 Axle Double	5 Axle Double	>6 Axle Double	<6 Axle Multi	6 Axle Multi	>6 Axle Multi
12:00 AM	5	0	4	1	0	0	0	0	0	0	0	0	0	0
1:00 AM	3	0	2	0	0	1	0	0	0	0	0	0	0	0
2:00 AM	2	0	1	1	0	0	0	0	0	0	0	0	0	0
3:00 AM	3	0	2	1	0	0	0	0	0	0	0	0	0	0
4:00 AM	3	0	2	1	0	0	0	0	0	0	0	0	0	0
5:00 AM	17	0	9	6	0	2	0	0	0	0	0	0	0	0
6:00 AM	33	0	22	10	1	0	0	0	0	0	0	0	0	0
7:00 AM	158	0	95	56	4	2	0	0	0	1	0	0	0	0
8:00 AM	103	0	54	45	2	2	0	0	0	0	0	0	0	0
9:00 AM	72	0	48	20	0	4	0	0	0	0	0	0	0	0
10:00 AM	57	0	30	26	0	1	0	0	0	0	0	0	0	0
11:00 AM	111	0	64	42	1	4	0	0	0	0	0	0	0	0
12:00 PM	82	0	48	27	2	5	0	0	0	0	0	0	0	0
1:00 PM	91	0	58	31	0	2	0	0	0	0	0	0	0	0
2:00 PM	76	0	42	27	0	7	0	0	0	0	0	0	0	0
3:00 PM	140	0	82	47	4	7	0	0	0	0	0	0	0	0
4:00 PM	134	0	74	55	0	5	0	0	0	0	0	0	0	0
5:00 PM	136	0	80	48	1	7	0	0	0	0	0	0	0	0
6:00 PM	77	0	52	24	1	0	0	0	0	0	0	0	0	0
7:00 PM	70	0	41	25	0	4	0	0	0	0	0	0	0	0
8:00 PM	45	0	31	14	0	0	0	0	0	0	0	0	0	0
9:00 PM	14	0	12	2	0	0	0	0	0	0	0	0	0	0
10:00 PM	16	0	14	2	0	0	0	0	0	0	0	0	0	0
11:00 PM	5	0	2	3	0	0	0	0	0	0	0	0	0	0
Total	1453	0	869	514	16	53	0	0	0	1	0	0	0	0
%		0.0	59.8	35.4	1.1	3.6	0.0	0.0	0.0	0.1	0.0	0.0	0.0	0.0

Street : N. West St.
Between : 17th St. and 18th St. Place

Site: N. West St.
1/31/2018
Wednesday

Daily Speed

mph	Combined Channels															Avg.	
	Total	0 - < 15	15 - < 20	20 - < 25	25 - < 30	30 - < 35	35 - < 40	40 - < 45	45 - < 50	50 - < 55	55 - < 60	60 - < 65	65 - < 70	70 - < 200			
12:00 AM	2	0	0	1	1	0	0	0	0	0	0	0	0	0	25.8		
1:00 AM	2	0	0	0	2	0	0	0	0	0	0	0	0	0	26.6		
2:00 AM	2	1	1	0	0	0	0	0	0	0	0	0	0	0	14.8		
3:00 AM	2	0	1	1	0	0	0	0	0	0	0	0	0	0	19.7		
4:00 AM	4	0	0	2	2	0	0	0	0	0	0	0	0	0	25.3		
5:00 AM	17	0	0	7	7	3	0	0	0	0	0	0	0	0	27.0		
6:00 AM	65	3	17	22	20	2	1	0	0	0	0	0	0	0	22.7		
7:00 AM	152	9	22	47	63	11	0	0	0	0	0	0	0	0	23.8		
8:00 AM	79	4	11	12	38	13	1	0	0	0	0	0	0	0	25.6		
9:00 AM	59	7	9	15	23	4	1	0	0	0	0	0	0	0	23.9		
10:00 AM	68	4	8	26	27	3	0	0	0	0	0	0	0	0	23.8		
11:00 AM	82	7	5	24	34	11	1	0	0	0	0	0	0	0	24.9		
12:00 PM	88	3	14	29	36	5	1	0	0	0	0	0	0	0	24.0		
1:00 PM	92	9	24	22	27	9	1	0	0	0	0	0	0	0	22.9		
2:00 PM	81	8	5	22	36	9	1	0	0	0	0	0	0	0	24.8		
3:00 PM	189	8	32	55	78	16	0	0	0	0	0	0	0	0	24.0		
4:00 PM	154	6	19	57	60	12	0	0	0	0	0	0	0	0	24.1		
5:00 PM	135	12	25	49	41	6	1	0	0	0	0	1	0	0	23.0		
6:00 PM	109	9	18	35	44	3	0	0	0	0	0	0	0	0	23.2		
7:00 PM	61	7	8	29	15	2	0	0	0	0	0	0	0	0	22.4		
8:00 PM	52	4	16	17	13	2	0	0	0	0	0	0	0	0	21.9		
9:00 PM	19	0	4	9	6	0	0	0	0	0	0	0	0	0	23.7		
10:00 PM	12	0	1	4	5	2	0	0	0	0	0	0	0	0	25.4		
11:00 PM	2	0	0	0	2	0	0	0	0	0	0	0	0	0	26.3		
Total	1528	101	240	485	580	113	8	0	0	0	0	1	0	0	23.8		
%		6.6	15.7	31.7	38.0	7.4	0.5	0.0	0.0	0.0	0.0	0.1	0.0	0.0			
Average (Mean)		23.8 mph		Minimum		10.4 mph		Maximum		64.8 mph		Pace Range		20.1 - 30.1 mph		1076 vehicles (70.4 %)	
Percentile Speeds			10%		15%		50%		85%		90%						
(mph)			16.1		17.5		24.6		28.4		29.5						
Speeds Exceeded			25 mph		35 mph		45 mph		55 mph		65 mph		75 mph				
			45.9 % (702)		0.6 % (9)		0.1 % (1)		0.1 % (1)		0.0 % (0)		0.0 % (0)				

Street : N. West St.
Between : 17th St. and 18th St. Place

Site: N. West St.
2/1/2018
Thursday

Daily Speed

Combined Channels																
mph		0 -	15 -	20 -	25 -	30 -	35 -	40 -	45 -	50 -	55 -	60 -	65 -	70 -		
	Total	< 15	< 20	< 25	< 30	< 35	< 40	< 45	< 50	< 55	< 60	< 65	< 70	< 200	Avg.	
12:00 AM	5	0	0	3	2	0	0	0	0	0	0	0	0	0	24.4	
1:00 AM	3	1	0	1	1	0	0	0	0	0	0	0	0	0	21.5	
2:00 AM	2	0	1	1	0	0	0	0	0	0	0	0	0	0	19.9	
3:00 AM	3	0	1	1	1	0	0	0	0	0	0	0	0	0	22.9	
4:00 AM	3	1	0	0	1	1	0	0	0	0	0	0	0	0	23.9	
5:00 AM	17	0	1	3	11	1	1	0	0	0	0	0	0	0	26.9	
6:00 AM	33	1	3	11	14	3	0	1	0	0	0	0	0	0	25.6	
7:00 AM	158	5	18	67	61	6	0	0	0	0	0	1	0	0	24.2	
8:00 AM	103	7	17	30	38	9	1	0	0	0	0	1	0	0	24.2	
9:00 AM	72	6	16	15	31	4	0	0	0	0	0	0	0	0	23.3	
10:00 AM	57	4	10	12	22	8	1	0	0	0	0	0	0	0	24.3	
11:00 AM	111	0	15	42	42	12	0	0	0	0	0	0	0	0	24.7	
12:00 PM	82	5	8	15	41	12	1	0	0	0	0	0	0	0	25.6	
1:00 PM	91	1	3	32	41	14	0	0	0	0	0	0	0	0	26.3	
2:00 PM	76	5	6	12	33	17	3	0	0	0	0	0	0	0	26.3	
3:00 PM	140	8	17	35	66	13	1	0	0	0	0	0	0	0	24.8	
4:00 PM	134	6	18	38	61	11	0	0	0	0	0	0	0	0	24.4	
5:00 PM	136	9	16	37	58	16	0	0	0	0	0	0	0	0	24.4	
6:00 PM	77	1	8	22	38	6	2	0	0	0	0	0	0	0	25.5	
7:00 PM	70	2	9	22	32	3	0	0	1	1	0	0	0	0	24.9	
8:00 PM	45	2	6	12	18	7	0	0	0	0	0	0	0	0	24.8	
9:00 PM	14	1	1	6	6	0	0	0	0	0	0	0	0	0	23.5	
10:00 PM	16	0	2	3	9	2	0	0	0	0	0	0	0	0	26.3	
11:00 PM	5	0	0	0	3	1	0	1	0	0	0	0	0	0	31.2	
Total	1453	65	176	420	630	146	10	2	1	1	0	2	0	0	24.8	
%		4.5	12.1	28.9	43.4	10.0	0.7	0.1	0.1	0.1	0.0	0.1	0.0	0.0		
Average (Mean)		24.8 mph		Minimum 10.8 mph		Maximum 64.8 mph				Pace Range		20.1 - 30.1 mph		1063 vehicles (73.2 %)		
Percentile Speeds				10%		15%		50%		85%		90%				
(mph)				17.3		19.4		25.5		29.2		30.1				
Speeds Exceeded		25 mph		35 mph		45 mph		55 mph		65 mph		75 mph				
		54.5 % (792)		1.1 % (16)		0.3 % (4)		0.1 % (2)		0.0 % (0)		0.0 % (0)				

City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Mike Pogge-Weaver, City Manager *MSP-W*
FROM: Jack Wardell, Director of Parks and Recreation *JW*
DATE: February 8, 2018
SUBJECT: Memo to City Council – Professional Services Agreement – Northeast Park Master Plan – 2018

Funding Source: F.Y. 18 – Hotel/Motel Tax - \$50,000

- ❖ Professional Services Agreement
- ❖ Resolution

City staff did solicit two proposals for the Northeast Park Master Plan. Shive-Hattery and Snyder & Associates provided proposals. Shive-Hattery proposal has a total fixed fee price of \$14,900 and Snyder & Associates fee was \$27,000.00. Attached to this memorandum is a Professional Services Agreement from Shive-Hattery for the Northeast Park Master Plan proposal.

A summary of the items that will be included in the proposal are:

PROJECT DESCRIPTION

The project includes development of a master plan for a 9.85 acre park known as Northeast Park situated on the northeast end of E 12th Street. The park will boast trail connections, a shelter, restroom, playground, parking and athletic fields to serve the surrounding neighborhood. Completion of a master plan has become a priority to identify the location of a funded playground.

SCOPE OF SERVICES

We will provide the following services for the project:

These services will consist of the following tasks:

- A. Master Plan
 - 1. Project Initiation
 - 2. Master Plan Refinements
 - 3. Develop Opinion of Probable Costs and Present to City
- B. Phase 1 Implementation Site Plan
- C. Construction Phase Services

SCHEDULE

We will begin our services based on your email authorizing us to proceed provided the Agreement is attached

We will meet with you to develop a mutually agreed-upon schedule for the Scope of Services. We are positioned to meet your aggressive schedule of completion within 60 days.

COMPENSATION

Description	Fee Type	Fee	Estimated Expenses	Total
Master Plan	Fixed Fee	\$8,700	Included	\$8,700
Phase I Implementation Site Plan	Fixed Fee	\$4,300	Included	\$4,300
Construction Phase Services	Fixed Fee	\$1,900	Included	\$1,900
<i>TOTAL</i>		\$14,900	Included	\$14,900

RECOMMENDATION: For the Mayor and City Council consideration and approval of the Letter of Agreement with Shive-Hattery for the Northeast Park Master Plan - 2018 for the Total Architectural Lump Sum Fee of \$14,900.00.

RESOLUTION _____

**RESOLUTION ACCEPTING AND APPROVING THE PROPOSAL WITH SHIVE
HATTERY FOR NORTHEAST PARK MASTER PLAN – 2018**

WHEREAS, the Northeast Park Master Plan – 2018 has been prepared with Shive-Hattery, and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Carroll, Iowa, that the Northeast Park Master Plan is accepted.

BE IT RESOLVED that the Contract for Professional Services with Shive-Hattery for the Northeast Park Master Plan – 2018 is approved upon review and acceptance by the City Attorney.

Passed and approved by the Carroll City Council this 13th day of February 2018.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Eric P. Jensen, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

PROFESSIONAL SERVICES AGREEMENT

ATTN: Jack Wardell
CLIENT: City of Carroll, IA
112 E 5th Street
Carroll, IA 51401-2799

PROJECT: City of Carroll - Northeast Park Master Plan

PROJECT LOCATION: Carroll, IA

DATE OF AGREEMENT: February 7, 2018

PROJECT DESCRIPTION

The project includes development of a master plan for a 9.85 acre park known as Northeast Park situated on the northeast end of E 12th Street. The park will boast trail connections, a shelter, restroom, playground, parking and athletic fields to serve the surrounding neighborhood. Completion of a master plan has become a priority to identify the location of a funded playground.

SCOPE OF SERVICES

We will provide the following services for the project:

Landscape Architecture

These services will consist of the following tasks:

- A. Master Plan
 - 1. Project Initiation
 - a) Collect base map information utilizing surrounding development information from the City, LIDAR, and aerial imagery.
 - b) Coordinate with the City's trail master plan to arrive at a preferred layout conducive to future expansion.
 - 2. Master Plan Refinements
 - a) Develop 2-3 concept sketches featuring the following elements:
 - i) Pre-manufactured shelter
 - ii) Playground equipment
 - iii) Parking
 - iv) Conveyance of a 10' wide recreation trail
 - v) Miracle inclusive baseball field
 - vi) Landscape improvements
 - b) Meet with the City to review the concept sketches and refine the programmatic elements. Solicit input from the City.
 - c) Refinement into a single, preferred concept with options for stakeholder consideration. Submit to the City electronically for approval.
 - d) Develop an illustrative plan rendering of the preferred concept.
 - 3. Develop Opinion of Probable Costs and Present to City
 - a) Refine the final concept and develop a final plan rendering and key exports/images from the 3D model to use for communication and promotion of the project.



- b) Develop a budgetary cost opinion.
 - c) Attend and present the master plan at a Parks Board meetings.
 - d) Meetings: This scope of work assumes up to four (4) meetings.
 - e) Deliverables: Illustrative plan and images, cost opinion.
- B. Phase 1 Implementation Site Plan
- 1. Develop site improvement plans to guide the implementation of a universally accessible playground. Plans shall consider future connections to proposed park improvements such as parking and shelter and design accessible interim connection to the public R.O.W.
 - 2. Confirm LIDAR topographic data with provision of survey services to ensure ADA compliance to the public R.O.W. Assume one trip for data collection.
 - 3. Provide a development plan that will communicate the location of the playground features and limits of surfacing. Provide grading and spot elevations to ensure ADA compliance for slope while also considering the need for positive drainage.
 - a) Plans shall include applicable construction details, notes and on-plan specifications to guide implementation.
 - 4. Meetings: Attend one (1) meeting to present the implementation plan.
 - 5. Deliverables: Illustrative plan and images, cost opinion.
- C. Construction Phase Services
- 1. Provide up to two trip to provide construction staking to provide critical layout of playground features and grade stakes to confirm compliance.
 - 2. Answer questions during construction.

CLIENT RESPONSIBILITIES

It will be your responsibility to provide the following:

- 1. Identify a Project Representative with full authority to act on behalf of the Client with respect to this project. The Client Project Representative shall render decisions in a timely manner in order to avoid delays of Shive-Hattery's services.
- 2. Legal, accounting, and insurance counseling services or other consultants, including geotechnical, or vendors that may be necessary. The Client shall coordinate these services with those services provided by Shive-Hattery.
- 3. Provide to Shive-Hattery any available drawings, survey plats, testing data and reports related to the project, either hard copy or electronic media. Electronic media is preferred.
- 4. Unless specifically included in the Scope of Services to be provided by Shive-Hattery, the Client shall furnish tests, inspections, permits and reports required by law, regulation or code including but not limited to hazardous materials, structural, mechanical, chemical, air pollution and water pollution tests.
- 5. Shive-Hattery is not a municipal advisor as defined by the Dodd-Frank Act and as such does not offer municipal advisory services including advice regarding any municipal financial products or securities. Any advice or recommendations provided to the client is intended as architectural/engineering services and should not to be interpreted as advice regarding municipal financial products or services. The client understands they are responsible to retain the services of a registered municipal advisor for any advice it seeks regarding municipal financial products or securities.

SCHEDULE

We will begin our services based on your email authorizing us to proceed provided the Agreement is attached.

- We will meet with you to develop a mutually agreed-upon schedule for the Scope of Services. We are positioned to meet your aggressive schedule of completion within 60 days.

COMPENSATION

Description	Fee Type	Fee	Estimated Expenses	Total
Master Plan	Fixed Fee	\$8,700	Included	\$8,700
Phase 1 Implementation Site Plan	Fixed Fee	\$4,300	Included	\$4,100
Construction Phase Services	Fixed Fee	\$1,900	Included	\$2,100
TOTAL		\$14,900	Included	\$14,900

Fee Types:

- Fixed Fee - We will provide the Scope of Services for the fee amounts listed above.

Expenses:

- Included – Expenses have been included in the Fee amount.

The terms of this proposal are valid for 30 days from the date of this proposal.

ADDITIONAL SERVICES

Unless specifically stated in the Scope of Services, any resilient design related services including areas of resistance, reliability and redundancy (i.e. flood protection, storm/tornado shelter, emergency generators, utility backup, etc.) are not included in this proposal.

The following are additional services you may require for your project. We can provide these services but they are not part of this proposal at this time.

1. Topographical survey
2. Meetings beyond those listed above
3. Design or engineering services

OTHER TERMS

STANDARD TERMS AND CONDITIONS

Copyright © Shive-Hattery March 2016

PARTIES

"S-H" shall mean Shive-Hattery, Inc., Shive-Hattery A/E Services, P.C., or Design Organization, a Division of Shive-Hattery, Inc.
"CLIENT" shall mean the person or entity executing this Agreement with "S-H."

LIMITATION OF LIABILITY AND WAIVER OF CERTAIN DAMAGES

The CLIENT agrees, to the fullest extent of the law, to limit the liability of S-H, its officers, directors, shareholders, employees, agents, subconsultants, affiliated companies, and any of them, to the CLIENT and any person or entity claiming by or through the CLIENT, for any and all claims, damages, liabilities, losses, costs, and expenses including reasonable attorneys' fees, experts' fees, or any other legal costs, in any way related to the Project or Agreement from any cause(s) to an amount that shall not exceed the compensation received by S-H under the agreement or fifty thousand dollars (\$50,000), whichever is greater. The parties intend that this limitation of liability apply to any and all liability or cause of action, claim, theory of recovery, or remedy however alleged or arising, including but not limited to negligence, errors or omissions, strict liability, breach of contract or warranty, express, implied or equitable indemnity and all other claims, which except for the limitation of liability above, the CLIENT waives.

CLIENT hereby releases S-H, its officers, directors, shareholders, employees, agents, subconsultants, affiliated companies, and any of them, and none shall be liable to the CLIENT for consequential, special, exemplary, punitive, indirect or incidental losses or damages, including but not limited to loss of use, loss of product, cost of capital, loss of goodwill, lost revenues or loss of profit, interruption of business, down time costs, loss of data, cost of cover, or governmental penalties or fines.

INDEMNIFICATION

Subject to the limitation of liability in this Agreement, S-H agrees to the fullest extent permitted by law, to indemnify and hold harmless the CLIENT, its officers, directors, shareholders, employees, contractors, subcontractors and consultants against all claims, damages, liabilities, losses or costs, including reasonable attorneys' fees, experts' fees, or other legal costs to the extent caused by S-H's negligent performance of service under this Agreement and that of its officers, directors, shareholders, and employees.

The CLIENT agrees to the fullest extent permitted by law, to indemnify and hold harmless S-H, its officers, directors, shareholders, employees, agents, subconsultants, and affiliated companies against all damages, liabilities, losses, costs, and expenses including, reasonable attorneys' fees, expert's fees, and any other legal costs to the extent caused by the acts or omissions of the CLIENT, its employees, agents, contractors, subcontractors, consultants or anyone for whom the CLIENT is legally liable.

HAZARDOUS MATERIALS - INDEMNIFICATION

To the fullest extent permitted by law, CLIENT agrees to defend, indemnify, and hold S-H, its officers, directors, shareholders, employees, agents, consultants and affiliated companies, and any of them harmless from and against any and all claims, liabilities, losses, costs, or expenses including reasonable attorney's fees, experts' fees and any other legal costs (including without limitation damages to property, injuries or death to persons, fines, or penalties), arising

out of, or resulting from the discharge, escape, release, or saturation of smoke, vapors, soot, fumes, acids, alkalies, toxic chemicals, liquids, gases, polychlorinated biphenyl, petroleum contaminants spores, biological toxins, or any other materials, irritants, contaminants, or pollutants in or into the atmosphere, or on, onto, upon, in, or into the surface or subsurface of soil, water, or watercourses, objects, or any tangible or intangible matter, whether sudden or not.

STANDARD OF CARE

Services provided by S-H under this Agreement will be performed in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances on projects of similar size, complexity, and geographic location as that of the Project. Nothing in this Agreement is intended to create, nor shall it be construed to create, a fiduciary duty owed by either party to the other party.

BETTERMENT

The CLIENT recognizes and expects that certain change orders may be required to be issued as the result in whole or part of imprecision, incompleteness, omissions, ambiguities, or inconsistencies in S-H's drawings, specifications, and other design, bidding or construction documentation furnished by S-H or in other professional services performed or furnished by S-H under this Agreement (herein after in this Betterment section referred to as S-H Documentation). If a required item or component of the Project is omitted from S-H's Documentation, the CLIENT is responsible for paying all costs required to add such item or component to the extent that such item or component would have been required and included in the original S-H Documentation. In no event will S-H be responsible for costs or expense that provides betterment or upgrades or enhances the value of the Project.

RIGHT OF ENTRY

The CLIENT shall provide for entry for the employees, agents and subcontractors of S-H and for all necessary equipment. While S-H shall take reasonable precautions to minimize any damage to property, it is understood by the CLIENT that in the normal course of the project some damages may occur, the cost of correction of which is not a part of this Agreement.

PAYMENT

Unless otherwise provided herein, invoices will be prepared in accordance with S-H's standard invoicing practices then in effect and will be submitted to CLIENT each month and at the completion of the work on the project. Invoices are due and payable upon receipt by the CLIENT. If the CLIENT does not make payment within thirty (30) days after the date the invoice was mailed to the CLIENT, then the amount(s) due S-H shall bear interest due from the date of mailing at the lesser interest rate of 1.5% per month compounded or the maximum interest rate allowed by law. In the event that S-H files or takes any action, or incurs any costs, for the collection of amounts due it from the client, S-H shall be entitled to recover its entire cost for attorney fees and other collection expenses related to the collection of amounts due it under this Agreement. Any failure to comply with this term shall be grounds for a default termination.

TERMINATION

Either party may terminate this Agreement for convenience or for default by providing written notice to the other party. If the termination is for default, the non-terminating party may cure the default before the effective date of the termination and the termination for default will not be effective. The termination for convenience and for default, if the default is not cured, shall be effective seven (7) days after receipt of written notice by the non-terminating party. In the event that this Agreement is terminated for the convenience of either party or terminated by S-H for the default of the CLIENT, then S-H shall be paid for services performed to the termination effective date, including reimbursable expenses due, and termination expenses attributable to the termination. In the event the CLIENT terminates the Agreement for the default of S-H and S-H does not cure the default, then S-H shall be paid for services performed to the termination notice date, including reimbursable expenses due, but shall not be paid for services performed after the termination notice date and shall not be paid termination expenses. Termination expenses shall include expenses reasonably incurred by S-H in connection with the termination of the Agreement or services, including, but not limited to, closing out Project records, termination of subconsultants and other persons or entities whose services were retained for the Project, and all other expenses directly resulting from the termination.

INFORMATION PROVIDED BY OTHERS

S-H shall indicate to the CLIENT the information needed for rendering of services hereunder. The CLIENT shall provide to S-H such information, including electronic media, as is available to the CLIENT and the CLIENT's consultants and contractors, and S-H shall be entitled to rely upon the accuracy and completeness thereof. The CLIENT recognizes that it is difficult for S-H to assure the accuracy, completeness and sufficiency of such client-furnished information, either because it is provided by others or because of errors or omissions which may have occurred in assembling the information the CLIENT is providing. Accordingly, the CLIENT agrees, to the fullest extent permitted by law, to indemnify and hold harmless S-H, its officers, directors, shareholders, employees, agents, subconsultants and affiliated companies, and any of them, from and against any and all claims, liabilities, losses, costs, expenses (including reasonable attorneys' fees, experts' fees, and any other legal costs) for injury or loss arising or allegedly arising from errors, omissions or inaccuracies in documents or other information provided by the CLIENT.

UNDERGROUND UTILITIES

Information for location of underground utilities may come from the CLIENT, third parties, and/or research performed by S-H or its subcontractors. S-H will use the standard of care defined in this Agreement in providing this service. The information that S-H

must rely on from various utilities and other records may be inaccurate or incomplete. Therefore, the CLIENT agrees, to the fullest extent permitted by law, to indemnify and hold harmless S-H, its officers, directors, shareholders, employees agents, subconsultants, affiliated companies, and any of them for all claims, losses, costs and damages arising out of the location of underground utilities provided or any information related to underground utilities by S-H under this Agreement.

CONTRACTOR MATTERS

CLIENT agrees that S-H shall not be responsible for the acts or omissions of the CLIENT's contractor, or subcontractors, their employees, agents, consultants, suppliers or arising from contractor's or subcontractors' work, their employees, agents, consultants, suppliers or other entities that are responsible for performing work that is not in conformance with the construction Contract Documents, if any, prepared by S-H under this Agreement. S-H shall not have responsibility for means, methods, techniques, sequences, and progress of construction of the contractor, subcontractors, agents, employees, agents, consultants, or others entities. In addition, CLIENT agrees that S-H is not responsible for safety at the project site and that safety during construction is for the CLIENT to address in the contract between the CLIENT and contractor.

SHOP DRAWING REVIEW

If, as part of this Agreement S-H reviews and approves Contractor submittals, such as shop drawings, product data, samples and other data, as required by S-H, these reviews and approvals shall be only for the limited purpose of checking for conformance with the design concept and the information expressed in the contract documents. This review shall not include review of the accuracy or completeness of details, such as quantities, dimensions, weights or gauges, fabrication processes, construction means or methods, coordination of the work with other trades or construction safety precautions, all of which are the sole responsibility of the Contractor. S-H's review shall be conducted with reasonable promptness while allowing sufficient time in S-H's judgment to permit adequate review. Review of a specific item shall not indicate that S-H has reviewed the entire assembly of which the item is a component. S-H shall not be responsible for any deviations from the contract documents not brought to the attention of S-H in writing by the Contractor. S-H shall not be required to review partial submissions or those for which submissions of correlated items have not been received.

OPINIONS OF PROBABLE COST

If, as part of this Agreement S-H is providing opinions of probable construction cost, the CLIENT understands that S-H has no control over costs or the price of labor, equipment or materials, or over the Contractor's method of pricing, and that S-H's opinions of probable construction costs are to be made on the basis of S-H's qualifications and experience. S-H makes no warranty, expressed or implied, as to the accuracy of such opinions as compared to bid or actual costs.

CONSTRUCTION OBSERVATION

If, as part of this Agreement S-H is providing construction observation services, S-H shall visit the project at appropriate intervals during construction to become generally familiar with the progress and quality of the contractors' work and to determine if the work is proceeding in general accordance with the Contract Documents. Unless otherwise specified in the Agreement, the CLIENT has not retained S-H to make detailed inspections or to provide exhaustive or continuous project review and observation services. S-H does not guarantee the performance of, and shall have no responsibility for, the acts or omissions of any contractor, its subcontractors, employees, agents, consultants, suppliers or any other entities furnishing materials or performing any work on the project.

S-H shall advise the CLIENT if S-H observes that the contractor is not performing in general conformance of Contract Documents. CLIENT shall determine if work of contractor should be stopped to resolve any problems.

OTHER SERVICES

The CLIENT may direct S-H to provide other services including, but not limited to, any additional services identified in S-H's proposal. If S-H agrees to provide these services, then the schedule shall be reasonably adjusted to allow S-H to provide these services. Compensation for such services shall be at S-H's Standard Hourly Fee Schedule in effect at the time the work is performed unless there is a written Amendment to Agreement that contains an alternative compensation provision.

OWNERSHIP & REUSE OF INSTRUMENTS OF SERVICE

All reports, plans, specifications, field data and notes and other documents, including all documents on electronic media, prepared by S-H as instruments of service shall remain the property of S-H. The CLIENT shall not reuse or make any modifications to the plans and specifications without the prior written authorization of S-H. The CLIENT agrees, to the fullest extent permitted by law, to defend, indemnify and hold harmless S-H its officers, directors, shareholders, employees, agents, subconsultants and affiliated companies, and any of them from any and all claims, losses, costs or damages of any nature whatsoever arising out of, resulting from or in any way related to any unauthorized reuse or modifications of the construction documents by the CLIENT or any person or entity that acquires or obtains the plans and specifications from or through the CLIENT without the written authorization of S-H.

DISPUTE RESOLUTION

If a dispute arises between S-H and CLIENT, the executives of the parties having authority to resolve the dispute shall meet within thirty (30) days of the notification of the dispute to resolve the dispute. If the dispute is not resolved within such thirty (30) day time period, CLIENT and S-H agree to submit to non-binding mediation prior to commencement of any litigation and that non-binding mediation is a precondition to any litigation. Any costs incurred directly for a mediator, shall be shared equally between the parties involved in the mediation.

EXCUSABLE EVENTS

S-H shall not be responsible for any event or circumstance that is beyond the reasonable control of S-H that has a demonstrable and adverse effect on S-H's ability to perform its obligations under this Agreement or S-H's cost and expense of performing its obligations under this Agreement (an "Excusable Event"), including without limitation, a change in law or applicable standards, actions or inactions by a governmental authority, the presence or encounter of hazardous or toxic materials on the Project, war (declared or undeclared) or other armed conflict, terrorism, sabotage, vandalism, riot or other civil disturbance, blockade or embargos, explosion, epidemic, quarantine, strike, lockout, work slowdown or stoppage, accident, act of God, failure of any governmental or other regulatory authority to act in a timely manner, unexcused act or omission by CLIENT or contractors of any level (including, without limitation, failure of the CLIENT to furnish timely information or approve or disapprove of S-H's services or work product promptly, delays in the work caused by CLIENT, CLIENT's suspension, breach or default of this Agreement, or delays caused by faulty performance by the CLIENT or by contractors of any level). When an Excusable Event occurs, the CLIENT agrees S-H is not responsible for damages, nor shall S-H be deemed to be in default of this Agreement, and S-H shall be entitled to a change order to equitably adjust for S-H's increased time and/or cost to perform its services due to the Excusable Event.

ASSIGNMENT

Neither party to this Agreement shall transfer, sublet or assign any rights under or interest in this Agreement (including but not limited to monies that are due or monies that may be due) without the prior written consent of the other party.

SEVERABILITY, SURVIVAL AND WAIVER

Any provision of this Agreement later held to be unenforceable for any reason shall be deemed void, and all remaining provisions shall continue in full force and effect. All obligations arising prior to the termination of this Agreement and all provisions of this Agreement allocating responsibility or liability between the CLIENT and S-H shall survive the completion of the services hereunder and the termination of this Agreement. The failure of a party to insist upon strict compliance of any term hereof shall not constitute a waiver by that party of its rights to insist upon strict compliance at a subsequent date.

GOVERNING LAW

This Agreement shall be governed pursuant to the laws in the state of the locale of the S-H office address written in this Agreement.

EQUAL EMPLOYMENT OPPORTUNITY

It is the policy of S-H to provide equal employment opportunities for all. S-H enforces the following acts and amendments as presented by Federal government or State governments: Title VII of the Civil Rights Act of 1965, Age Discrimination in Employment ACT (ADEA), Americans With Disabilities Act (ADA), Iowa Civil Rights Act of 1965, and Illinois Human Rights Act [775ILCS 5]. S-H will not discriminate against any employee or applicant because of race, creed, color, religion, sex, national origin, gender identity, sexual orientation, marital status, ancestry, veteran status, or physical or mental handicap, unless related to performance of the job with or without accommodation.

COMPLETE AGREEMENT

This Agreement constitutes the entire and integrated agreement between the CLIENT and S-H and supersedes all prior negotiations, representations and agreements, whether oral or written. If the CLIENT issues a Purchase Order of which this Agreement becomes a part, the terms of this Agreement shall take precedence in the event of a conflict of terms.

AGREEMENT

This proposal shall become the Agreement for Services when accepted by both parties. Original, facsimile, electronic signatures or other electronic acceptance by the parties (and returned to Shive-Hattery) are deemed acceptable for binding the parties to the Agreement. The Client representative signing this Agreement warrants that he or she is authorized to enter into this Agreement on behalf of the Client.

Thank you for considering this proposal. We look forward to working with you. If you have any questions concerning this proposal, please contact us.

Sincerely,
SHIVE-HATTERY, INC.



Emily Naylor, Landscape Architect-Project Manager
enaylor@shive-hattery.com

AGREEMENT ACCEPTED AND SERVICES AUTHORIZED TO PROCEED

CLIENT: City of Carroll, IA

BY: _____ **TITLE:** Mayor
(signature)

PRINTED NAME: Eric P. Jensen **DATE ACCEPTED:** 02/13/2018

City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Mike Pogge-Weaver, City Manager *MSPW*
FROM: Laura A. Schaefer, Finance Director/City Clerk *las*
DATE: February 8, 2018
SUBJECT: Carroll Park Improvement Projects (Pickleball Courts, Lighting at Youth Sports Complex and Trails) – Not to Exceed \$905,000 General Obligation Capital Loan Notes (Essential Corporate Purpose)

- Resolution Fixing Date for a Meeting on the Proposition to Authorize a Loan Agreement and the Issuance of Notes to Evidence the Obligations of the City Thereunder

The FY 2018 budget proposal contains a debt issuance to cover projects costs to fund the Library/City Hall Remodel Projects, Pickleball Courts, new lighting at the Youth Sports Complex and trails expansion. A referendum for the Library/City Hall Remodel Projects was passed in August 2017; therefore, a public hearing is not required for that project and is only required for the remainder park improvement projects. These remainder park improvement projects are considered essential corporate purpose.

It is anticipated that there will be one debt issuance for all the above-named projects and will occur after July 1, 2018. Based on Council discussion at the February 5, 2018 budget work session, the debt is currently proposed as an 18-year repayment.

The FY 2019 budget also includes an estimate of principal and interest to be repaid and incorporated into the proposed FY 2019 tax levy. In order to include this into the FY 2019 tax levy, a public hearing needs to be conducted, pass a resolution instituting additional proceedings (for the park improvement projects), and finally, pass a resolution authorizing the issuance and levying a tax for the debt issuance (library/city hall and park improvement projects) prior to adopting the FY 2019 budget.

Attached is a resolution to set a public hearing to issue the debt. The proposed date for public hearing is the next regularly scheduled Council meeting of February 26, 2018. If you have any questions, please call me or stop by City Hall.

RECOMMENDATION: Council consideration and approval of the attached resolution setting public hearing date for February 26, 2018 and directing City Clerk to publish said notice.

February 13, 2018

The City Council of the City of Carroll, Iowa, met in _____ session, in the Council Chambers, City Hall, 112 E. 5th Street, Carroll, Iowa, at _____ .M., on the above date. There were present Mayor _____, in the chair, and the following named Council Members:

Absent: _____

* * * * *

Council Member _____ introduced the following Resolution entitled "RESOLUTION FIXING DATE FOR A MEETING ON THE AUTHORIZATION OF A LOAN AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$905,000 GENERAL OBLIGATION CAPITAL LOAN NOTES OF THE CITY OF CARROLL, IOWA (FOR ESSENTIAL CORPORATE PURPOSES), AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF", and moved that the same be adopted. Council Member _____ seconded the motion to adopt. The roll was called and the vote was,

AYES: _____

NAYS: _____

Whereupon, the Mayor declared the resolution duly adopted as follows:

RESOLUTION FIXING DATE FOR A MEETING ON THE AUTHORIZATION OF A LOAN AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$905,000 GENERAL OBLIGATION CAPITAL LOAN NOTES OF THE CITY OF CARROLL, IOWA (FOR ESSENTIAL CORPORATE PURPOSES), AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF

WHEREAS, it is deemed necessary and advisable that the City of Carroll, Iowa, should provide for the authorization of a Loan Agreement and issuance of General Obligation Capital Loan Notes, to the amount of not to exceed \$905,000, as authorized by Sections 384.24A and 384.25, of the Code of Iowa, for the purpose of providing funds to pay costs of carrying out essential corporate purpose project(s) as hereinafter described; and

WHEREAS, the Loan Agreement and Notes shall be payable from the Debt Service Fund; and

WHEREAS, before a Loan Agreement may be authorized and General Obligation Capital Loan Notes, issued to evidence the obligation of the City thereunder, it is necessary to comply with the provisions of the Code of Iowa, as amended, and to publish a notice of the proposal and of the time and place of the meeting at which the Council proposes to take action for the authorization of the Loan Agreement and Notes and to receive oral and/or written objections from any resident or property owner of the City to such action.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CARROLL, IOWA:

Section 1. That this Council meet in the Council Chambers, City Hall, 112 E. 5th Street, Carroll, Iowa, at _____, M., on the 26th day of February, 2018, for the purpose of taking action on the matter of the authorization of a Loan Agreement and issuance of not to exceed \$905,000 General Obligation Capital Loan Notes, for essential corporate purposes, the proceeds of which Notes will be used to provide funds to pay the costs of rehabilitation, improvement and equipping of parks already owned, including facilities, equipment, signage, and improvements commonly found in City parks; and the construction and reconstruction of trail and sidewalk improvements.

Section 2. To the extent any of the projects or activities described in this resolution may be reasonably construed to be included in more than one classification under Division III of Chapter 384 of the Code of Iowa, the Council hereby elects the "essential corporate purpose" classification and procedure with respect to each such project or activity, pursuant to Section 384.28 of the Code of Iowa.

Section 3. The Clerk is authorized and directed to proceed on behalf of the City with the negotiation of terms of a Loan Agreement and the issuance of General Obligation Capital Loan Notes, evidencing the City's obligations to a principal amount of not to exceed \$905,000, to select a date for the final approval thereof, to cause to be prepared such notice and sale information as may appear appropriate, to publish and distribute the same on behalf of the City and this Council and otherwise to take all action necessary to permit the completion of a loan on a basis favorable to the City and acceptable to the Council.

Section 4. That the Clerk is hereby directed to cause at least one publication to be made of a notice of the meeting, in a legal newspaper, printed wholly in the English language, published at least once weekly, and having general circulation in the City. The publication to be not less than four clear days nor more than twenty days before the date of the public meeting on the issuance of the Notes.

Section 5. The notice of the proposed action to issue Notes shall be in substantially the following form:

To be published between February 13th and February 21st

NOTICE OF MEETING OF THE CITY COUNCIL OF THE
CITY OF CARROLL, IOWA, ON THE MATTER OF THE
PROPOSED AUTHORIZATION OF A LOAN AGREEMENT
AND THE ISSUANCE OF NOT TO EXCEED \$905,000
GENERAL OBLIGATION CAPITAL LOAN NOTES OF THE
CITY (FOR ESSENTIAL CORPORATE PURPOSES), AND
THE HEARING ON THE ISSUANCE THEREOF

PUBLIC NOTICE is hereby given that the City Council of the City of Carroll, Iowa, will hold a public hearing on the 26th day of February, 2018, at _____ .M., in the Council Chambers, City Hall, 112 E. 5th Street, Carroll, Iowa, at which meeting the Council proposes to take additional action for the authorization of a Loan Agreement and the issuance of not to exceed \$905,000 General Obligation Capital Loan Notes, for essential corporate purposes, to provide funds to pay the costs of rehabilitation, improvement and equipping of parks already owned, including facilities, equipment, signage, and improvements commonly found in City parks; and the construction and reconstruction of trail and sidewalk improvements. Principal and interest on the proposed Loan Agreement will be payable from the Debt Service Fund.

At the above meeting the Council shall receive oral or written objections from any resident or property owner of the City to the above action. After all objections have been received and considered, the Council will at the meeting or at any adjournment thereof, take additional action for the authorization of a Loan Agreement and the issuance of the Notes to evidence the obligation of the City thereunder or will abandon the proposal to issue said Notes.

This notice is given by order of the City Council of the City of Carroll, Iowa, as provided by Sections 384.24A and 384.25 of the Code of Iowa.

Dated this _____ day of _____, 2018.

City Clerk, City of Carroll, Iowa

(End of Notice)

PASSED AND APPROVED this 13th day of February, 2018.

Mayor

ATTEST:

City Clerk

CERTIFICATE

STATE OF IOWA

)

) SS

COUNTY OF CARROLL

)

I, the undersigned City Clerk of the City of Carroll, State of Iowa, do hereby certify that attached is a true and complete copy of the portion of the records of the City showing proceedings of the Council, and the same is a true and complete copy of the action taken by the Council with respect to the matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that meeting and all action thereat was duly and publicly held in accordance with a notice of meeting and tentative agenda, a copy of which was timely served on each member of the Council and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Council pursuant to the local rules of the Council and the provisions of Chapter 21, Code of Iowa, upon reasonable advance notice to the public and media at least twenty-four hours prior to the commencement of the meeting as required by law and with members of the public present in attendance; I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective City offices as indicated therein, that no Council vacancy existed except as may be stated in the proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the City or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand and the seal of the Council hereto affixed this _____ day of _____, 2018.

City Clerk, City of Carroll, State of Iowa

(SEAL)

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 *MPW*

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

DATE: February 8, 2018

SUBJECT: FY 2018/2019 Budget – Set Public Hearing Date

After the Council's budget work sessions, one proposed project was changed. The general fund money allocated to fund the construction costs of the Monument Signage Project was re-allocated to the Streets Maintenance Building Project. General Fund money was allocated to the C.P.-Streets Fund to cover the design fees paid for the Monument Signage Project. Based upon this FY 2019 change, the Monument Signage Project has been moved to FY 2023 of the Capital Improvement Plan as an unfunded project.

Attached is a copy of the State of Iowa budget forms that includes the public hearing notice to be published in the Daily Times Herald no later than Friday, March 2, 2018 for a public hearing date of March 12, 2018. The notice summarizes the actual revenues and expenses for FY 2017, re-estimated revenues and expenses for FY 2018, and proposed FY 2019 revenues and expenses as well as the proposed tax levy (\$11.28383) for FY 2019. Once the public hearing date is set, the maximum expense amounts and tax levy for FY 2019 will also be set.

RECOMMENDATION: Council consideration and approval of the proposed FY 2018/2019 budget which includes setting March 12, 2018 as the date for a public hearing for the proposed FY 2018/2019 budget and directs the City Clerk to publish said public hearing notice.

14-116

Adoption of Budget and Certification of City Taxes

FISCAL YEAR BEGINNING JULY 1, 2018 - ENDING JUNE 30, 2019

Resolution No.:

The City of: CARROLLCounty Name: CARROLLDate Budget Adopted: 03/12/2018

(Date) xxx/xx/xx

The below-signed certifies that the City Council, on the date stated above, lawfully approved the named resolution adopting a budget for next fiscal year, as summarized on this and the supporting pages. Attached is Long Term Debt Schedule Form 703 which lists any and all of the debt service obligations of the City.

712-792-1000

Telephone Number

Signature

County Auditor Date Stamp

January 1, 2017 Property Valuations

Last Official Census

Regular

2a

510,228,751

2b

500,632,352

10,103

DEBT SERVICE

3a

550,295,467

3b

540,699,068

Ag Land

4a

458,998

TAXES LEVIED

Code Sec.	Dollar Limit	Purpose	(A) Request with Utility Replacement	(B) Property Taxes Levied	(C) Rate
384.1	8.10000	Regular General levy	5 4,132,853	4,055,122	43 8.10000
(384)		Non-Voted Other Permissible Levies			
12(8)	0.67500	Contract for use of Bridge	6	0	44 0
12(10)	0.95000	Opr & Maint publicly owned Transit	7	0	45 0
12(11)	Amt Nec	Rent, Ins. Maint of Civic Center	8	0	46 0
12(12)	0.13500	Opr & Maint of City owned Civic Center	9	0	47 0
12(13)	0.06750	Planning a Sanitary Disposal Project	10	0	48 0
12(14)	0.27000	Aviation Authority (under sec.330A.15)	11	0	49 0
12(15)	0.06750	Levee Impr. fund in special charter city	13	0	51 0
12(17)	Amt Nec	Liability, property & self insurance costs	14 180,000	176,613	52 0.35278
12(21)	Amt Nec	Support of a Local Emerg.Mgmt.Comm.	462	0	465 0
(384)		Voted Other Permissible Levies			
12(1)	0.13500	Instrumental/Vocal Music Groups	15	0	53 0
12(2)	0.81000	Memorial Building	16	0	54 0
12(3)	0.13500	Symphony Orchestra	17	0	55 0
12(4)	0.27000	Cultural & Scientific Facilities	18	0	56 0
12(5)	As Voted	County Bridge	19	0	57 0
12(6)	1.35000	Missi or Missouri River Bridge Const.	20	0	58 0
12(9)	0.03375	Aid to a Transit Company	21	0	59 0
12(16)	0.20500	Maintain Institution received by gift/devise	22	0	60 0
12(18)	1.00000	City Emergency Medical District	463	0	466 0
12(20)	0.27000	Support Public Library	23	0	61 0
28E.22	1.50000	Unified Law Enforcement	24	0	62 0
		Total General Fund Regular Levies (5 thru 24)	25 4,312,853	4,231,735	
384.1	3.00375	Ag Land	26 1,379	1,379	63 3.00375
		Total General Fund Tax Levies (25 + 26)	27 4,314,232	4,233,114	Do Not Add
		Special Revenue Levies			
384.8	0.27000	Emergency (if general fund at levy limit)	28	0	64 0
384.6	Amt Nec	Police & Fire Retirement	29 246,000	241,375	0.48214
	Amt Nec	FICA & IPERS (if general fund at levy limit)	30 455,000	446,444	0.89176
Rules	Amt Nec	Other Employee Benefits	31 295,000	289,451	0.57817
		Total Employee Benefit Levies (29,30,31)	32 996,000	977,270	65 1.95207
		Sub Total Special Revenue Levies (28+32)	33 996,000	977,270	
		Valuation			
386	As Req	With Gas & Elec Without Gas & Elec			
		SMSID 1 (A) (B)	34	0	66 0
		SMSID 2 (A) (B)	35	0	67 0
		SMSID 3 (A) (B)	36	0	68 0
		SMSID 4 (A) (B)	37	0	69 0
		SMSID 5 (A) (B)	555	0	565 0
		SMSID 6 (A) (B)	556	0	566 0
		SMSID 7 (A) (B)	1177	0	### 0
		SMSID 8 (A) (B)	1185	0	### 0
		Total Special Revenue Levies	39 996,000	977,270	
384.4	Amt Nec	Debt Service Levy 76.10(6)	40 483,697	475,264	70 0.87898
384.7	0.67500	Capital Projects (Capital Improv. Reserve)	41	0	71 0
		Total Property Taxes (27+39+40+41)	42 5,793,929	5,685,648	72 11.28383

COUNTY AUDITOR - I certify the budget is in compliance with ALL the following:

Budgets that DO NOT meet ALL the criteria below are not statutorily compliant & must be returned to the city for correction.

- 1) The prescribed Notice of Public Hearing Budget Estimate (Form 631.1) was lawfully published, or posted if applicable, and notarized, filed proof was evidenced.
- 2) Budget hearing notices were published or posted not less than 10 days, nor more than 20 days, prior to the budget hearing.
- 3) Adopted property taxes do not exceed published or posted amounts.
- 4) Adopted expenditures do not exceed published or posted amounts in each of the nine program areas, or in total.
- 5) Number of the resolution adopting the budget has been included at the top of this form.
- 6) The budget file uploaded to the SUBMIT Area matched the paper copy certified by the city to this office.
- 7) The long term debt schedule (Form 703) shows sufficient payment amounts to pay the G.O. debt certified by the city to this office.

(County Auditor)

Fund Balance Worksheet for City of

CARROLL

		General (A)	Special Rev (B)	TIF Special Rev (C)	Debt Serv (D)	Capt Proj (E)	Permanent (G)	Total Government (H)	Proprietary (I)	Grand Total (J)
(1)										
*Annual Report FY 2017										
Beginning Fund Balance July 1 (pg 5, line 134) *	1	4,063,100	2,915,310	60,645	95,412	2,811,588	475,315	10,421,370	7,227,354	17,648,724
Actual Revenues Except Beg Bal (pg 5, line 132) *	2	7,371,917	3,923,104	814,402	1,060,167	5,518,270	29,224	18,717,084	7,331,555	26,048,639
Actual Expenditures Except End Bal (pg 12, line 259) *	3	7,731,582	5,060,642	896,963	1,062,337	3,319,466	0	18,070,990	6,312,980	24,383,970
Ending Fund Balance June 30 (pg 12, line 261) *	4	3,703,435	1,777,772	-21,916	93,242	5,010,392	504,539	11,067,464	8,245,929	19,313,393
(2)		General	Spec Rev	TIF Special Rev	Debt Serv	Capt Proj	Permanent	Tot Govt	Proprietary	Grand Total
** Re-Estimated FY 2018										
Beginning Fund Balance	5	3,703,435	1,777,772	-21,916	93,242	5,010,392	504,539	11,067,464	8,245,929	19,313,393
Re-Est Revenues	6	7,604,539	3,809,979	836,075	1,124,194	4,339,311	21,500	17,735,598	4,915,200	22,650,798
Re-Est Expenditures	7	8,316,525	3,690,253	769,467	1,098,374	4,684,264	0	18,558,883	4,723,261	23,282,144
Ending Fund Balance	8	2,991,449	1,897,498	44,692	119,062	4,665,439	526,039	10,244,179	8,437,868	18,682,047
(3)		General	Spec Rev	TIF Special Rev	Debt Serv	Capt Proj	Permanent	Tot Govt	Proprietary	Grand Total
** Budget FY 2019										
Beginning Fund Balance	9	2,991,449	1,897,498	44,692	119,062	4,665,439	526,039	10,244,179	8,437,868	18,682,047
Revenues	10	7,849,756	3,925,561	967,399	933,180	9,310,806	21,600	23,008,302	5,602,431	28,610,733
Expenditures	11	8,663,391	3,867,447	797,680	969,245	10,152,779	0	24,450,542	7,124,283	31,574,825
Ending Fund Balance	12	2,177,814	1,955,612	214,411	82,997	3,823,466	547,639	8,801,939	6,916,016	15,717,955

* The figures in section (1) are taken from FORM F-66(IA-2) STATE OF IOWA FINANCIAL REPORT FOR FISCAL YEAR ENDED JUNE 30,

2017

** The remaining two sections are filled in by the software once ALL worksheets are completed.

CITY OF CARROLL

Department of Management

RE-ESTIMATED EXPENDITURES SCHEDULE PAGE 1

		RE-ESTIMATED Fiscal Year Ending 2018					Fiscal Years			
GOVERNMENT ACTIVITIES		GENERAL	SPECIAL	TIF	DEBT	CAPITAL		RE-ESTIMATED	ACTUAL	
(A)	(B)	(C)	REVENUE	SPECIAL	SERVICE	PROJECTS	PERMANENT	PROPRIETARY	2018	2017
			(D)	REVENUES	(F)	(G)	(H)	(I)	2018	2017
				(E)					(J)	(K)
PUBLIC SAFETY										
Police Department/Crime Prevention	1	1,626,545	30,100						1,656,645	1,516,824
Jail	2								0	0
Emergency Management	3								0	0
Flood Control	4								0	0
Fire Department	5	115,240							115,240	96,648
Ambulance	6								0	0
Building Inspections	7	150,399							150,399	143,563
Miscellaneous Protective Services	8	206,343							206,343	194,121
Animal Control	9								0	0
Other Public Safety	10	3,500							3,500	47,644
TOTAL (lines 1 - 10)	11	2,102,027	30,100				0		2,132,127	1,998,800
PUBLIC WORKS										
Roads, Bridges, & Sidewalks	12	47,155	1,056,907						1,104,062	601,638
Parking - Meter and Off-Street	13								0	0
Street Lighting	14	175,830							175,830	173,080
Traffic Control and Safety	15								0	0
Snow Removal	16		113,130						113,130	78,808
Highway Engineering	17								0	0
Street Cleaning	18		31,477						31,477	28,017
Airport (if not Enterprise)	19	190,900							190,900	171,230
Garbage (if not Enterprise)	20	672,980							672,980	630,342
Other Public Works	21	201,182	172,434						373,616	406,649
TOTAL (lines 12 - 21)	22	1,288,047	1,373,948				0		2,661,995	2,089,764
HEALTH & SOCIAL SERVICES										
Welfare Assistance	23								0	0
City Hospital	24								0	0
Payments to Private Hospitals	25								0	0
Health Regulation and Inspection	26								0	0
Water, Air, and Mosquito Control	27								0	0
Community Mental Health	28								0	0
Other Health and Social Services	29	121,445							121,445	101,375
TOTAL (lines 23 - 29)	30	121,445	0				0		121,445	101,375
CULTURE & RECREATION										
Library Services	31	494,050	5,000						499,050	434,306
Museum, Band and Theater	32	22,012							22,012	27,654
Parks	33	838,236							838,236	449,481
Recreation	34	1,722,130	141,000						1,863,130	1,592,699
Cemetery	35	169,219							169,219	160,816
Community Center, Zoo, & Marina	36								0	0
Other Culture and Recreation	37	12,500							12,500	75
TOTAL (lines 31 - 37)	38	3,258,147	146,000				0		3,404,147	2,665,031

RE-ESTIMATED EXPENDITURES SCHEDULE PAGE 2

		RE-ESTIMATED				Fiscal Year Ending	2018	Fiscal Years						
GOVERNMENT ACTIVITIES CONT.		GENERAL	SPECIAL REVENUES	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	RE-ESTIMATED 2018	ACTUAL 2017				
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)				
COMMUNITY & ECONOMIC DEVELOPMENT														
Community Beautification	39								0	0				
Economic Development	40	71,000							71,000	69,525				
Housing and Urban Renewal	41	3,600							3,600	0				
Planning & Zoning	42	1,000							1,000	419				
Other Com & Econ Development	43	62,410							62,410	44,638				
	44													
TOTAL (lines 39 - 44)	45	138,010	0	0					0	138,010	114,582			
GENERAL GOVERNMENT														
Mayor, Council, & City Manager	46	29,869											29,869	23,772
Clerk, Treasurer, & Finance Adm.	47	512,151			512,151	463,153								
Elections	48	10,000			10,000	0								
Legal Services & City Attorney	49	63,094			63,094	39,028								
City Hall & General Buildings	50	82,793			82,793	82,669								
Tort Liability	51	262,858			262,858	287,308								
Other General Government	52	104,580			104,580	141,944								
TOTAL (lines 46 - 52)	53	1,065,345	0	0	0	1,065,345	1,037,874							
DEBT SERVICE					1,098,374								1,098,374	1,062,337
Gov Capital Projects						3,049,554			3,049,554	2,986,393				
TIF Capital Projects						1,605,500			1,605,500	280,573				
TOTAL CAPITAL PROJECTS		0	0	0		4,655,054	0		4,655,054	3,266,966				
TOTAL Governmental Activities Expenditures (lines 11+22+30+38+44+52+53+54)		58	7,973,021	1,550,048	0	1,098,374	4,655,054	0	15,276,497	12,336,729				
BUSINESS TYPE ACTIVITIES														
Proprietary: Enterprise & Budgeted ISF														
Water Utility	59							1,262,486	1,262,486	1,155,806				
Sewer Utility	60							1,211,172	1,211,172	685,541				
Electric Utility	61								0	0				
Gas Utility	62								0	0				
Airport	63								0	0				
Landfill/Garbage	64								0	0				
Transit	65								0	0				
Cable TV, Internet & Telephone	66								0	0				
Housing Authority	67								0	0				
Storm Water Utility	68							6,500	6,500	19,584				
Other Business Type (city hosp., ISF, parking, etc.)	69								0	0				
Enterprise DEBT SERVICE	70							688,000	688,000	681,320				
Enterprise CAPITAL PROJECTS	71							344,127	344,127	2,446,984				
Enterprise TIF CAPITAL PROJECTS	72								0	0				
TOTAL BUSINESS TYPE EXPENDITURES (lines 56 - 68)		73							3,512,285	3,512,285	4,989,235			
TOTAL ALL EXPENDITURES (lines 58+74)		74	7,973,021	1,550,048	0	1,098,374	4,655,054	0	3,512,285	18,788,782	17,325,964			
Regular Transfers Out		75	343,504	2,140,205			29,210		225,476	2,738,395	5,674,043			
Internal TIF Loan Transfers Out		76			769,467				985,500	1,754,967	1,383,963			
Total ALL Transfers Out		77	343,504	2,140,205	769,467	0	29,210	0	1,210,976	4,493,362	7,058,006			
Total Expenditures and Other Fin Uses (lines 73+74)		78	8,316,525	3,690,253	769,467	1,098,374	4,684,264	0	4,723,261	23,282,144	24,383,970			
Ending Fund Balance June 30		79	2,991,449	1,897,498	44,692	119,062	4,665,439	526,039	8,437,868	18,682,047	19,313,393			

THE USE OF THE CONTINUING APPROPRIATION IS VOLUNTARY. SUCH EXPENDITURES DO NOT REQUIRE AN AMENDMENT. HOWEVER THE ORIGINAL AMOUNT OF THE CAPITAL PROJECT MUST HAVE APPEARED ON A PREVIOUS YEAR'S BUDGET TO OBTAIN THE SPENDING AUTHORITY. THE CONTINUING APPROPRIATION CAN NOT BE FOR A YEAR PRIOR TO THE ACTUAL YEAR. CONTINUING APPROPRIATIONS END WITH THE ACTUAL YEAR. SEE INSTRUCTIONS.

RE-ESTIMATED REVENUES DETAIL
RE-ESTIMATED Fiscal Year Ending 2018

Fiscal Years

(A)	(B)	GENERAL (C)	SPECIAL REVENUES (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	RE-ESTIMATED 2018 (J)	ACTUAL 2017 (K)
REVENUES & OTHER FINANCING SOURCES										
Taxes Levied on Property	1	4,103,184	862,000		659,906				5,625,090	5,507,477
Less: Uncollected Property Taxes - Levy Year	2								0	0
Net Current Property Taxes (line 1 minus line 2)	3	4,103,184	862,000		659,906	0			5,625,090	5,507,477
Delinquent Property Taxes	4								0	0
TIF Revenues	5			830,280					830,280	808,097
Other City Taxes:										
Utility Tax Replacement Excise Taxes	6								0	0
Utility franchise tax (Iowa Code Chapter 364.2)	7	70,000							70,000	72,199
Parimutuel wager tax	8								0	0
Gaming wager tax	9								0	0
Mobile Home Taxes	10								0	0
Hotel/Motel Taxes	11	220,000							220,000	248,857
Other Local Option Taxes	12		1,471,239						1,471,239	1,592,583
Subtotal - Other City Taxes (lines 6 thru 12)	13	290,000	1,471,239		0	0			1,761,239	1,913,639
Licenses & Permits	14	74,625							74,625	80,504
Use of Money & Property	15	68,175	4,975	1,050		22,432	3,500	83,200	183,332	206,936
Intergovernmental:										
Federal Grants & Reimbursements	16	1,535	0			945,000			946,535	456,379
Road Use Taxes	17		1,217,412						1,217,412	1,254,224
Other State Grants & Reimbursements	18	162,926	36,276	4,745	23,092	535,986			763,025	354,235
Local Grants & Reimbursements	19	60,967							60,967	62,109
Subtotal - Intergovernmental (lines 16 thru 19)	20	225,428	1,253,688	4,745	23,092	1,480,986		0	2,987,939	2,126,947
Charges for Fees & Service:										
Water Utility	21							1,490,500	1,490,500	1,459,620
Sewer Utility	22							2,130,000	2,130,000	2,151,860
Electric Utility	23								0	0
Gas Utility	24								0	0
Parking	25								0	0
Airport	26								0	0
Landfill/Garbage	27	550,000							550,000	512,243
Hospital	28								0	0
Transit	29	55,000							55,000	43,320
Cable TV, Internet & Telephone	30								0	0
Housing Authority	31								0	0
Storm Water Utility	32							256,500	256,500	261,039
Other Fees & Charges for Service	33	1,133,312	5,000						1,138,312	1,121,629
Subtotal - Charges for Service (lines 21 thru 33)	34	1,738,312	5,000		0	0	0	3,877,000	5,620,312	5,549,711
Special Assessments	35								0	0
Miscellaneous	36	291,512	50,400			439,907	18,000	74,800	874,619	515,337
Other Financing Sources:										
Regular Operating Transfers In	37	813,303	162,677		408,465	1,210,486		143,464	2,738,395	5,674,043
Internal TIF Loan Transfers In	38				32,731	985,500		736,736	1,754,967	1,383,963
Subtotal ALL Operating Transfers In	39	813,303	162,677	0	441,196	2,195,986		880,200	4,493,362	7,058,006
Proceeds of Debt (Excluding TIF Internal Borrowing)	40					200,000			200,000	2,281,985
Proceeds of Capital Asset Sales	41								0	0
Subtotal-Other Financing Sources (lines 36 thru 38)	42	813,303	162,677	0	441,196	2,395,986	0	880,200	4,693,362	9,339,991
Total Revenues except for beginning fund balance (lines 3, 4, 5, 12, 13, 14, 19, 33, 34, 35, & 39)	43	7,604,539	3,809,979	836,075	1,124,194	4,339,311	21,500	4,915,200	22,650,798	26,048,639
Beginning Fund Balance July 1	44	3,703,435	1,777,772	-21,916	93,242	5,010,392	504,539	8,245,929	19,313,393	17,648,724
TOTAL REVENUES & BEGIN BALANCE (lines 41+42)	45	11,307,974	5,587,751	814,159	1,217,436	9,349,703	526,039	13,161,129	41,964,191	43,697,363

EXPENDITURES SCHEDULE PAGE 1

Fiscal Year Ending 2019

Fiscal Years

GOVERNMENT ACTIVITIES		GENERAL	SPECIAL	TIF	DEBT	CAPITAL	PERMANENT	PROPRIETARY	BUDGET	RE-ESTIMATED	ACTUAL
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	2019	2018	2017
									(J)	(K)	(L)
PUBLIC SAFETY											
Police Department/Crime Prevention	1	1,657,554	31,800						1,689,354	1,656,645	1,516,824
Jail	2								0	0	0
Emergency Management	3								0	0	0
Flood Control	4								0	0	0
Fire Department	5	121,159							121,159	115,240	96,648
Ambulance	6								0	0	0
Building Inspections	7	148,303							148,303	150,399	143,563
Miscellaneous Protective Services	8	219,510							219,510	206,343	194,121
Animal Control	9								0	0	0
Other Public Safety	10	4,000							4,000	3,500	47,644
TOTAL (lines 1 - 10)	11	2,150,526	31,800				0		2,182,326	2,132,127	1,998,800
PUBLIC WORKS											
Roads, Bridges, & Sidewalks	12	42,221	783,676						825,897	1,104,062	601,638
Parking - Meter and Off-Street	13								0	0	0
Street Lighting	14	175,000							175,000	175,830	173,080
Traffic Control and Safety	15	25,000							25,000	0	0
Snow Removal	16		171,545						171,545	113,130	78,808
Highway Engineering	17								0	0	0
Street Cleaning	18		31,615						31,615	31,477	28,017
Airport (if not Enterprise)	19	172,100							172,100	190,900	171,230
Garbage (if not Enterprise)	20	672,980							672,980	672,980	630,342
Other Public Works	21	230,616	156,058						386,674	373,616	406,649
TOTAL (lines 12 - 21)	22	1,317,917	1,142,894				0		2,460,811	2,661,995	2,089,764
HEALTH & SOCIAL SERVICES											
Welfare Assistance	23								0	0	0
City Hospital	24								0	0	0
Payments to Private Hospitals	25								0	0	0
Health Regulation and Inspection	26								0	0	0
Water, Air, and Mosquito Control	27								0	0	0
Community Mental Health	28								0	0	0
Other Health and Social Services	29	121,445							121,445	121,445	101,375
TOTAL (lines 23 - 29)	30	121,445	0				0		121,445	121,445	101,375
CULTURE & RECREATION											
Library Services	31	500,259	5,000						505,259	499,050	434,306
Museum, Band and Theater	32								0	22,012	27,654
Parks	33	552,765							552,765	838,236	449,481
Recreation	34	1,996,844	5,000						2,001,844	1,863,130	1,592,699
Cemetery	35	155,065							155,065	169,219	160,816
Community Center, Zoo, & Marina	36								0	0	0
Other Culture and Recreation	37	1,000							1,000	12,500	75
TOTAL (lines 31 - 37)	38	3,205,933	10,000				0		3,215,933	3,404,147	2,665,031

EXPENDITURES SCHEDULE PAGE 2

Fiscal Year Ending 2019

Fiscal Years

GOVERNMENT ACTIVITIES CONT.		GENERAL	SPECIAL REVENUES	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	BUDGET 2019	RE-ESTIMATED 2018	ACTUAL 2017
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)
COMMUNITY & ECONOMIC DEVELOPMENT											
Community Beautification	39								0	0	0
Economic Development	40	72,250							72,250	71,000	69,525
Housing and Urban Renewal	41	11,000		11,697					22,697	3,600	0
Planning & Zoning	42	1,000							1,000	1,000	419
Other Com & Econ Development	43	75,400							75,400	62,410	44,638
	44										
TOTAL (lines 39 - 44)	45	159,650	0	11,697			0		171,347	138,010	114,582
GENERAL GOVERNMENT											
Mayor, Council, & City Manager	46	58,169							58,169	29,869	23,772
Clerk, Treasurer, & Finance Adm.	47	497,073							497,073	512,151	463,153
Elections	48								0	10,000	0
Legal Services & City Attorney	49	48,133							48,133	63,094	39,028
City Hall & General Buildings	50	82,945							82,945	82,793	82,669
Tort Liability	51	276,000							276,000	262,858	287,308
Other General Government	52	95,600							95,600	104,580	141,944
TOTAL (lines 46 - 52)	53	1,057,920	0	0			0		1,057,920	1,065,345	1,037,874
DEBT SERVICE											
Gov Capital Projects	55				969,245				969,245	1,098,374	1,062,337
TIF Capital Projects	56					7,621,779			7,621,779	3,049,554	2,986,393
TOTAL CAPITAL PROJECTS	57	0	0	0		10,152,779	0		10,152,779	4,655,054	3,266,966
TOTAL Government Activities Expenditures (lines 11+22+30+38+45+53+54+57)	58	8,013,391	1,184,694	11,697	969,245	10,152,779	0		20,331,806	15,276,497	12,336,729
BUSINESS TYPE ACTIVITIES											
Proprietary: Enterprise & Budgeted ISF											
Water Utility	59							1,422,566	1,422,566	1,262,486	1,155,806
Sewer Utility	60							1,213,885	1,213,885	1,211,172	685,541
Electric Utility	61							0	0	0	0
Gas Utility	62							0	0	0	0
Airport	63							0	0	0	0
Landfill/Garbage	64							0	0	0	0
Transit	65							0	0	0	0
Cable TV, Internet & Telephone	66							0	0	0	0
Housing Authority	67							0	0	0	0
Storm Water Utility	68							6,500	6,500	6,500	19,584
Other Business Type (city hosp., ISF, parking, etc.)	69							0	0	0	0
Enterprise DEBT SERVICE	70							693,320	693,320	688,000	681,320
Enterprise CAPITAL PROJECTS	71							1,560,000	1,560,000	344,127	2,446,984
Enterprise TIF CAPITAL PROJECTS	72							0	0	0	0
TOTAL Business Type Expenditures (lines 59 - 73)	73							4,896,271	4,896,271	3,512,285	4,989,235
TOTAL ALL EXPENDITURES (lines 58+74)	74	8,013,391	1,184,694	11,697	969,245	10,152,779	0	4,896,271	25,228,077	18,788,782	17,325,964
Regular Transfers Out	75	650,000	2,682,753					997,012	4,329,765	2,738,395	5,674,043
Internal TIF Loan / Repayment Transfers Out	76			785,983				1,231,000	2,016,983	1,754,967	1,383,963
Total ALL Transfers Out	77	650,000	2,682,753	785,983	0	0	0	2,228,012	6,346,748	4,493,362	7,058,006
Total Expenditures & Fund Transfers Out (lines 75+78)	78	8,663,391	3,867,447	797,680	969,245	10,152,779	0	7,124,283	31,574,825	23,282,144	24,383,970
Ending Fund Balance June 30											
	79	2,177,814	1,955,612	214,411	82,997	3,823,466	547,639	6,916,016	15,717,955	18,682,047	19,313,393

* A continuing appropriation is the unexpended budgeted amount from a prior year's capital project. The entry is made on the Con Approps page that must accompany the budget forms if used. SEE INSTRUCTIONS FOR USE.

CITY OF

CARROLL

Department of Management

The last two columns will fill in once
the Re-Est forms are completedREVENUES DETAIL
Fiscal Year Ending

2019

Fiscal Years

(A)	(B)	GENERAL (C)	SPECIAL REVENUES (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	BUDGET 2019 (J)	RE-ESTIMATED 2018 (K)	ACTUAL 2017 (L)
REVENUES & OTHER FINANCING SOURCES											
Taxes Levied on Property	1	4,233,114	977,270		475,264	0			5,685,648	5,625,090	5,507,477
Less: Uncollected Property Taxes - Levy Year	2								0	0	0
Net Current Property Taxes (line 1 minus line 2)	3	4,233,114	977,270		475,264	0			5,685,648	5,625,090	5,507,477
Delinquent Property Taxes	4								0	0	0
TIF Revenues	5			966,899					966,899	830,280	808,097
Other City Taxes:											
Utility Tax Replacement Excise Taxes	6	81,118	18,730		8,433	0			108,281	0	0
Utility franchise tax (Iowa Code Chapter 364.2)	7	90,000							90,000	70,000	72,199
Parimutuel wager tax	8								0	0	0
Gaming wager tax	9								0	0	0
Mobile Home Taxes	10								0	0	0
Hotel/Motel Taxes	11	220,000							220,000	220,000	248,857
Other Local Option Taxes	12		1,492,207						1,492,207	1,471,239	1,592,583
Subtotal - Other City Taxes (lines 6 thru 12)	13	391,118	1,510,937		8,433	0			1,910,488	1,761,239	1,913,639
Licenses & Permits	14	74,125							74,125	74,625	80,504
Use of Money & Property	15	67,775	4,975	500		22,000	3,600	83,200	182,050	183,332	206,936
Intergovernmental:											
Federal Grants & Reimbursements	16	700				30,000			30,700	946,535	456,379
Road Use Taxes	17		1,227,514						1,227,514	1,217,412	1,254,224
Other State Grants & Reimbursements	18	166,949	40,367	0	16,237	500,000		0	723,553	763,025	354,235
Local Grants & Reimbursements	19	60,967							60,967	60,967	62,109
Subtotal - Intergovernmental (lines 16 thru 19)	20	228,616	1,267,881	0	16,237	530,000		0	2,042,734	2,987,939	2,126,947
Charges for Fees & Service:											
Water Utility	21							1,489,500	1,489,500	1,490,500	1,459,620
Sewer Utility	22							2,130,000	2,130,000	2,130,000	2,151,860
Electric Utility	23							0	0	0	0
Gas Utility	24							0	0	0	0
Parking	25							0	0	0	0
Airport	26							0	0	0	0
Landfill/Garbage	27	550,000							550,000	550,000	512,243
Hospital	28								0	0	0
Transit	29	55,000							55,000	55,000	43,320
Cable TV, Internet & Telephone	30								0	0	0
Housing Authority	31								0	0	0
Storm Water Utility	32							256,500	256,500	256,500	261,039
Other Fees & Charges for Service	33	1,111,710	5,000						1,116,710	1,138,312	1,121,629
Subtotal - Charges for Service (lines 21 thru 33)	34	1,716,710	5,000		0	0	0	3,876,000	5,597,710	5,620,312	5,549,711
Special Assessments	35								0	0	0
Miscellaneous	36	173,125	10,600			1,092,806	18,000	74,800	1,369,331	874,619	515,337
Other Financing Sources:											
Regular Operating Transfers In	37	965,173	148,898		400,694	2,000,000		815,000	4,329,765	2,738,395	5,674,043
Internal TIF Loan Transfers In	38				32,552	1,231,000		753,431	2,016,983	1,754,967	1,383,963
Subtotal ALL Operating Transfers In	39	965,173	148,898	0	433,246	3,231,000	0	1,568,431	6,346,748	4,493,362	7,058,006
Proceeds of Debt (Excluding TIF Internal Borrowing)	40					4,435,000			4,435,000	200,000	2,281,985
Proceeds of Capital Asset Sales	41								0	0	0
Subtotal-Other Financing Sources (lines 38 thru 40)	42	965,173	148,898	0	433,246	7,666,000	0	1,568,431	10,781,748	4,693,362	9,339,991
Total Revenues except for beginning fund balance (lines 3, 4, 5, 13, 14, 15, 20, 34, 35, 36, & 41)	43	7,849,756	3,925,561	967,399	933,180	9,310,806	21,600	5,602,431	28,610,733	22,650,798	26,048,639
Beginning Fund Balance July 1	44	2,991,449	1,897,498	44,692	119,062	4,665,439	526,039	8,437,868	18,682,047	19,313,393	17,648,724
TOTAL REVENUES & BEGIN BALANCE (lines 42+43)	45	10,841,205	5,823,059	1,012,091	1,052,242	13,976,245	547,639	14,040,299	47,292,780	41,964,191	43,697,363

CITY OF

CARROLL

Department of Management

ADOPTED BUDGET SUMMARY

YEAR ENDED JUNE 30, 2019

Fiscal Years

(A)	(B)	GENERAL (C)	SPECIAL REVENUES (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	BUDGET 2019 (J)	RE-ESTIMATED 2018 (K)	ACTUAL 2017 (L)
Revenues & Other Financing Sources											
Taxes Levied on Property	1	4,233,114	977,270		475,264	0			5,685,648	5,625,090	5,507,477
Less: Uncollected Property Taxes-Levy Year	2	0	0		0	0			0	0	0
Net Current Property Taxes	3	4,233,114	977,270		475,264	0			5,685,648	5,625,090	5,507,477
Delinquent Property Taxes	4	0	0		0	0			0	0	0
TIF Revenues	5			966,899					966,899	830,280	808,097
Other City Taxes	6	391,118	1,510,937		8,433	0			1,910,488	1,761,239	1,913,639
Licenses & Permits	7	74,125	0					0	74,125	74,625	80,504
Use of Money and Property	8	67,775	4,975	500	0	22,000	3,600	83,200	182,050	183,332	206,936
Intergovernmental	9	228,616	1,267,881	0	16,237	530,000		0	2,042,734	2,987,939	2,126,947
Charges for Fees & Service	10	1,716,710	5,000		0	0	0	3,876,000	5,597,710	5,620,312	5,549,711
Special Assessments	11	0	0		0	0		0	0	0	0
Miscellaneous	12	173,125	10,600		0	1,092,806	18,000	74,800	1,369,331	874,619	515,337
Sub-Total Revenues	13	6,884,583	3,776,663	967,399	499,934	1,644,806	21,600	4,034,000	17,828,985	17,957,436	16,708,648
Other Financing Sources:											
Total Transfers In	14	965,173	148,898	0	433,246	3,231,000	0	1,568,431	6,346,748	4,493,362	7,058,006
Proceeds of Debt	15	0	0	0	0	4,435,000		0	4,435,000	200,000	2,281,985
Proceeds of Capital Asset Sales	16	0	0	0	0	0	0	0	0	0	0
Total Revenues and Other Sources	17	7,849,756	3,925,561	967,399	933,180	9,310,806	21,600	5,602,431	28,610,733	22,650,798	26,048,639
Expenditures & Other Financing Uses											
Public Safety	18	2,150,526	31,800	0			0		2,182,326	2,132,127	1,998,800
Public Works	19	1,317,917	1,142,894	0			0		2,460,811	2,661,995	2,089,764
Health and Social Services	20	121,445	0	0			0		121,445	121,445	101,375
Culture and Recreation	21	3,205,933	10,000	0			0		3,215,933	3,404,147	2,665,031
Community and Economic Development	22	159,650	0	11,697			0		171,347	138,010	114,582
General Government	23	1,057,920	0	0			0		1,057,920	1,065,345	1,037,874
Debt Service	24	0	0	0	969,245		0		969,245	1,098,374	1,062,337
Capital Projects	25	0	0	0		10,152,779	0		10,152,779	4,655,054	3,266,966
Total Government Activities Expenditures	26	8,013,391	1,184,694	11,697	969,245	10,152,779	0		20,331,806	15,276,497	12,336,729
Business Type Proprietary: Enterprise & ISF	27							4,896,271	4,896,271	3,512,285	4,989,235
Total Gov & Bus Type Expenditures	28	8,013,391	1,184,694	11,697	969,245	10,152,779	0	4,896,271	25,228,077	18,788,782	17,325,964
Total Transfers Out	29	650,000	2,682,753	785,983	0	0	0	2,228,012	6,346,748	4,493,362	7,058,006
Total ALL Expenditures/Fund Transfers Out	30	8,663,391	3,867,447	797,680	969,245	10,152,779	0	7,124,283	31,574,825	23,282,144	24,383,970
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	31										
	32	-813,635	58,114	169,719	-36,065	-841,973	21,600	-1,521,852	-2,964,092	-631,346	1,664,669
Beginning Fund Balance July 1	33	2,991,449	1,897,498	44,692	119,062	4,665,439	526,039	8,437,868	18,682,047	19,313,393	17,648,724
Ending Fund Balance June 30	34	2,177,814	1,955,612	214,411	82,997	3,823,466	547,639	6,916,016	15,717,955	18,682,047	19,313,393

LONG TERM DEBT SCHEDULE
GENERAL OBLIGATION BONDS, TIF BONDS, REVENUE BONDS, LOANS, LEASE-PURCHASE PAYMENTS

City Name: CARROLLFiscal Year
2019

Debt Name (A)	Amount of Issue (B)	Type of Debt Obligation (C)	Date Certified to County Auditor (D)	Debt Resolution Number (E)	Principal Due FY 2019 (F)	Interest Due FY 2019 +(G)	Bond Reg./ Paying Agent Fees Due FY 2019 +(H)	Total Obligation Due FY 2019 =(I)	Paid from Funds OTHER THAN Current Year Debt Service Taxes =-(J)	Amount Paid Current Year Debt Service Levy =(K)
(1) 2015A-Aquatic Center Refunding	1,770,000	GO	03/27/2015	1520	260,000	21,228	500	281,728	281,728	0
(2) 2016B - Cemetery Bldg/Third Street	2,290,000	GO	11/15/2016	1681	270,000	22,223	500	292,723	203,820	88,903
(3) SRF Loan - WWTP	10,998,000	NON - GO			601,000	80,780	11,540	693,320	693,320	0
(4) PORPOSED 2018A GO Capital Loans	4,480,000	GO			315,000	79,294	500	394,794		394,794
(5)		NO SELECTION						0		0
(6)		NO SELECTION						0		0
(7)		NO SELECTION						0		0
(8)		NO SELECTION						0		0
(9)		NO SELECTION						0		0
(10)		NO SELECTION						0		0
(11)		NO SELECTION						0		0
(12)		NO SELECTION						0		0
(13)		NO SELECTION						0		0
(14)		NO SELECTION						0		0
(15)		NO SELECTION						0		0
(16)		NO SELECTION						0		0
(17)		NO SELECTION						0		0
(18)		NO SELECTION						0		0
(19)		NO SELECTION						0		0
(20)		NO SELECTION						0		0
(21)		NO SELECTION						0		0
(22)		NO SELECTION						0		0
(23)		NO SELECTION						0		0
(24)		NO SELECTION						0		0
(25)		NO SELECTION						0		0
(26)		NO SELECTION						0		0
(27)		NO SELECTION						0		0
(28)		NO SELECTION						0		0
(29)		NO SELECTION						0		0
(30)		NO SELECTION						0		0
TRANSFER OF FUNDS INTO DEBT SERVICE FUND NEEDED TO COVER GO DEBT PAYMENTS			TOTALS		1,446,000	203,525	13,040	1,662,565	1,178,868	483,697

NOTICE OF PUBLIC HEARING BUDGET ESTIMATE

FISCAL YEAR BEGINNING JULY 1, 2018 - ENDING JUNE 30, 2019

City of **CARROLL**, Iowa

The City Council will conduct a public hearing on the proposed Budget at Council Chambers, Farner Gvt Bldg
on 03/12/2018 at 5:15PM
(Date) xx/xx/xx (hour)

The Budget Estimate Summary of proposed receipts and expenditures is shown below.

Copies of the the detailed proposed Budget may be obtained or viewed at the offices of the Mayor, City Clerk, and at the Library.

The estimated Total tax levy rate per \$1000 valuation on regular property \$ 11.28383

The estimated tax levy rate per \$1000 valuation on Agricultural land is \$ 3.00375

At the public hearing, any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget.

712-792-1000
phone number

Laura A. Schaefer
City Clerk/Finance Officer's NAME

		Budget FY 2019	Re-estimated FY 2018	Actual FY 2017
		(a)	(b)	(c)
Revenues & Other Financing Sources				
Taxes Levied on Property	1	5,685,648	5,625,090	5,507,477
Less: Uncollected Property Taxes-Levy Year	2	0	0	0
Net Current Property Taxes	3	5,685,648	5,625,090	5,507,477
Delinquent Property Taxes	4	0	0	0
TIF Revenues	5	966,899	830,280	808,097
Other City Taxes	6	1,910,488	1,761,239	1,913,639
Licenses & Permits	7	74,125	74,625	80,504
Use of Money and Property	8	182,050	183,332	206,936
Intergovernmental	9	2,042,734	2,987,939	2,126,947
Charges for Fees & Service	10	5,597,710	5,620,312	5,549,711
Special Assessments	11	0	0	0
Miscellaneous	12	1,369,331	874,619	515,337
Other Financing Sources	13	4,435,000	200,000	2,281,985
Transfers In	14	6,346,748	4,493,362	7,058,006
Total Revenues and Other Sources	15	28,610,733	22,650,798	26,048,639
Expenditures & Other Financing Uses				
Public Safety	16	2,182,326	2,132,127	1,998,800
Public Works	17	2,460,811	2,661,995	2,089,764
Health and Social Services	18	121,445	121,445	101,375
Culture and Recreation	19	3,215,933	3,404,147	2,665,031
Community and Economic Development	20	171,347	138,010	114,582
General Government	21	1,057,920	1,065,345	1,037,874
Debt Service	22	969,245	1,098,374	1,062,337
Capital Projects	23	10,152,779	4,655,054	3,266,966
Total Government Activities Expenditures	24	20,331,806	15,276,497	12,336,729
Business Type / Enterprises	25	4,896,271	3,512,285	4,989,235
Total ALL Expenditures	26	25,228,077	18,788,782	17,325,964
Transfers Out	27	6,346,748	4,493,362	7,058,006
Total ALL Expenditures/Transfers Out	28	31,574,825	23,282,144	24,383,970
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	29	-2,964,092	-631,346	1,664,669
Beginning Fund Balance July 1	30	18,682,047	19,313,393	17,648,724
Ending Fund Balance June 30	31	15,717,955	18,682,047	19,313,393

City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Mike Pogge-Weaver, City Manager *MSPW*

FROM: Jack Wardell, Director of Parks & Recreation *JW*

DATE: February 8, 2018

SUBJECT: Memo to City Council – Waive Purchasing Policy #0501 –
New Fitness Equipment for Weight Room – 2018

Funding Sources: General Fund – Equipment Replacement - \$20,000.00
Local Option Sales Tax - \$14,036.27

Purchase two (2) Cybex 770T CT Treadmills - \$11,405.20 includes freight and installation – Nova Fitness Equipment

At the Carroll Recreation Center the weight/fitness room is one of the more prominent areas for our members and guests. The treadmills are one of the most popular machines being used. Currently, there are treadmills that need to be replaced. The Cybex treadmills have been a machine our members and staff are very familiar with and would recommend to any facility to purchase.

Attached to this memorandum is Estimate No. 130409 from Nova Fitness Equipment for two Cybex 770T-E3 CT Treadmills at a cost of \$11,405.20. This price includes trading in four Life Fitness treadmills and one Cybex Arc Trainer. The treadmills will have the TV screen attached to the machine. Nova Fitness is the only dealer that can sell Cybex Treadmills in this area, so there is no competing company for the Cybex Treadmills.

Purchase two (2) Matrix A7Xe Ascent – Embedded 16” Touchscreen - \$13,379.00 includes freight and installation – 2nd Wind Exercise Equipment

Attached to this memorandum is Quote No. 22-036861. Currently the City has one of these machine on a loaner program from 2nd Wind and our members are saying they like this machine to get a high intensity workout and it also acts similar to a stepper machine. This is different than any other machine we currently have.

Purchase two (2) True XC400 Ellipticals - \$9,252.07 includes trade in, freight and installation – True Fitness Technology

Attached to this memorandum is Proposal No. Carroll Rec Center 1-15-18. Having elliptical machines gives our members another choice as well as variety of machines for their fitness routines. We would recommend replacing two (2) of the current ellipticals in

the fitness room with two True CX 400 Ellipticals. Attached to this memorandum is a picture of the elliptical machine. The cost of the equipment is over the \$10,000 limit that requires us to take sealed bids. Below is a section of the Purchasing Policy #0501, which addresses the purchases of \$10,000 - \$50,000.

Purchases between \$10,000 and \$50,000

For all purchases over \$10,000, Council approval is required. At least three documented price quotes shall be solicited. Quotes may be solicited in person, by telephone, from websites, or in writing. The process for obtaining Council approval is as follows:

- 1. All purchases or service contracts shall require a separate agenda item.***
- 2. All purchases or service contracts shall be accompanied by a written recommendation from the City Manager for award.***

Delivery of the equipment typically is 4 to 6 weeks after authorization to purchase. This is a continuation of the City Council recommendation to give members value to their memberships.

RECOMMENDATION: City Council approval of waiving purchasing Policy #0501 to purchase two (2) new treadmills, two (2) Matrix machines and two (2) new ellipticals for the total purchase price of \$34,036.27 with trade in of current equipment, delivery and installation.

Nova Fitness Equipment
4511 South 119th Circle
Omaha, NE 68137

ESTIMATE

DATE	EST. NUMBER
2/7/2018	130409

BILL TO
Carroll Recreation Center Attn: Accounts Payable 716 North Grant Road Carroll, IA 51401

SHIP TO
Carroll Recreation Center 716 North Grant Road Carroll, IA 51401 Attn: Jack Wardell McKenzie Kiger Ph 712.792.1000

REP	EXP. DATE
BK	

ITEM	DESCRIPTION	QTY	COST	TOTAL
770T-E3	CYBEX 770T CT TREADMILL W/ E3 EMBEDDED PERSONAL ENTERTAINMENT MONITOR	2	5,962.60	11,925.20
TRADE IN	TRADE IN (4) LIFE FITNESS TREADMILLS (1) CYBEX ARC TRAINER		-925.00	-925.00
FREIGHT	FREIGHT CHARGE		80.00	80.00
DELIVERY	DELIVERY & INSTALLATION		325.00	325.00
	Brooke Eklund - NOVA FITNESS EQUIPMENT p 402.343.0552 – cell 402-699-5405 Thank you very much, - f 402-343-.0562 - c brooke@novahealth.net			

SUBTOTAL \$11,405.20

SALES TAX (0.0%) \$0.00

TOTAL \$11,405.20

Effective Feb.1, 2018: 50% deposit required
upon approval, Net 10 upon delivery.

Signature (Print Name Below):	_____
-------------------------------	-------

P.O. #	_____
--------	-------

Phone #	Fax #
402-343-0552	402-343-0562





Commercial - 2nd Wind Exercise

Tony Decker (3808)
10201 University Avenue, C-1
Clive, IA 50325
Phone: (952) 500-0507
Fax: (952) 906-6902

Quote

Quote Order 22-036861
Date 11/16/17

Ship To Information

Carroll Recreation Center

Mckenzie Kiger
716 North Grant Road
Carroll, IA 51401

Work: (712) 792-5400

Bill To Information

Carroll Recreation Center

Mckenzie Kiger
716 North Grant Road
Carroll, IA 51401

Work: (712) 792-5400

Expiration Date: 12/16/2017

Terms: Prepaid

Qty	SKU	Description	Delivery Method	Tax	List Price	Your Price	Ext. Price
		<u>Elliptical - Ascent Trainer</u>		☐			
		Wireless Internet Connected Touchscreen		☐			
		View TV via Cable or Direct TV		☐			
		Apps include: Hulu, Netflix, Facebook, YouTube		☐			
2	A7Xe-05	Matrix A7Xe Ascent - Embedded 16" Touchscreen	Deliver	☐	\$11,995.00	\$6,875.00	\$13,750.00
		3 Year Parts & Labor Warranty		☐			
		43% Discount-Special to Carroll Rec		☐			
				☐			
		<u>*2nd Wind is Freight Free!*</u>		☐			
1	COMMDEL08	Commercial Delivery & Assembly	Deliver	☐	\$999.00	\$369.00	\$369.00
1		Used Product Pickup / Equip Move	Deliver	☐		\$60.00	\$60.00
				☐			
1		Trade-In - (2) True Ellipticals	Deliver	☐	\$800.00	\$800.00	\$800.00
				☐			
				☐			

Special Instructions:

Item Total: \$13,379.00

Tax: \$0.00

TOTAL: \$13,379.00

A7xe Ascent Trainer



- 41 cm / 16" touchscreen display with FitTouch Technology offers intuitive operation
- WiFi connectivity accommodates optional Matrix Asset Management system, Workout Tracking Network and Personal Trainer Portal
- Compatible with xID single-point user sign-in for a seamless personal experience
- Custom interface configuration facilitates personalized communication with users
- Advanced Sprint 8 High Intensity Interval Training program
- Compatible with Virtual Active programming to provide an immersive exercise experience
- Optimized app interface designed specifically for fitness
- Compatible with IPTV
- RFID compatible to provide touch-free login
- Compatible with most smartphones and tablets for video, audio, charging and on-screen playlist selection
- Vista Clear Television Technology offers the most vibrant picture quality in the industry
- Integrated 3-speed personal fan
- Premium footpad insert enhances user comfort
- Adjustable incline and resistance for greater workout variety
- 51-61 cm / 20-24" adjustable stride length for increased range of motion
- 20-33 cm / 8-13" step-over height engages glutes, hamstrings and core stabilizer muscles
- Low 24 cm / 9.5" step-on height for easy accessibility
- Constant Rate of Acceleration and our patented suspension design delivers a perpetually smooth motion free of wheels and tracks
- Contralateral action with tapered, dual action handlebars mimics the body
- Ergo Form Grips with integrated controls enhance comfort and accessibility of key functions
- Removable disk for easy serviceability
- Self-powered system provides cost-savings and freedom of placement within facility

CONSOLE

Display Type	41 cm / 16" class touchscreen LCD
Display Feedback	Time of Day, Time Elapsed, Time Remaining, Total Program Time, Distance (Kilometers or Miles), Calories, Calories per Hour, Level, Speed, Pace, Average Pace, Incline, RPM, Heart Rate, Peak Heart Rate, METs, Watts, Dynamic Profile Display, Static Profile Display
Secondary Data Display	Yes
User-defined Multi-language Display	English, German, French, Italian, Spanish, Dutch, Portuguese, Chinese (s), Chinese (t), Japanese, Korean, Swedish, Finnish, Russian, Arabic, Turkish, Polish, Welsh, Basque, Vietnamese, Somali, Danish
Resistance Range	1-25
Workouts	Manual, Rolling Hills, Target HR, Interval Training, Constant Watts, Fat Burn, Fitness Test, Glute, Random, Calorie Goal, Distance Goal, Time Goal, Sprint 8
CSAFE Ready-FitLinxx™ Certified	Yes
IPTV Compatible	Yes
Pro:Idiom Compatible	Yes
FitTouch™ Technology	Yes
One-button Start	Yes
On-the-fly Program Change	Yes

**TRUE FITNESS TECHNOLOGY, INC.**

865 Hoff Rd - St. Louis, MO 63366

Toll Free: 800-426-6570

Sales Rep: Robert Dethloff
Email: rdethloff@truefitness.com
Ph:

Proposal Date: 1/15/2018
Proposal #: Carrol Rec Center 1.15.18

Proposal

Bill To: CARROLL RECREATION CENTER
716 N Grant Road
CARROLL, IA 51401

Contact: McKENZIE KIGER
Ph: (515) 371-0169
Email: mkiger@cityofcarroll.com
Fax:

Ship To: CARROLL RECREATION CENTER
716 N Grant Road
CARROLL, IA 51401

Contact:
Ph:
Email:
Fax:

Qty	Item #	Description	Image	MSRP	Unit Price	Extended Total
2	XC400-Envision 16	XC400 Elliptical w/ 16in Touchscreen Display		\$6,099.00	\$4,330.39	\$8,660.78
1	TRUETrade	TRADE IN CREDIT FOR TWO UNITS.		\$0.00	\$-400.00	\$-400.00

Special Notes

*Product images may contain inaccuracies. Complete descriptions may be obtained through product specification sheets.

*Tax amount to be applied at time of invoicing where applicable.

Subtotal:	\$8,260.78
Freight & Installation:	\$991.29
Tax:	*
Total:	\$9,252.07

*Total in US Dollars(Tax not included)

Terms and Conditions

This proposal may be Prepaid In Full or Terms of Net 30 may be requested (subject to credit approval). Any order placed in response to this signed proposal shall be deemed an express acceptance of terms and conditions set forth in this document. **Custom orders are non-returnable and non-refundable. No refunds after 30 days. Refunds within 30 days subject to restocking fees. No refunds for freight charges. *Unless otherwise noted, freight terms are prepaid and bill.*

Signature

Printed Name

Date

Remit Payment To:

TrueFitnessTechnology,Inc.| PO BOX 419161, Creve Coeur, MO 63141 | Ph: 800-426-6570 | Web: www.truefitness.com

 **TRUE**[®]

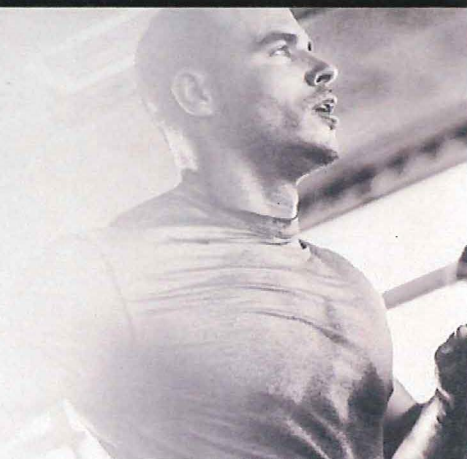
CARDIO
COMMERCIAL



PREMIUM FITNESS EQUIPMENT SINCE 1981

400 ELLIPTICAL

The C400 Elliptical has the durability and performance to provide your users a comfortable and efficient workout. The small, compact footprint allows you to place the C400 in tight spaces where a traditional front or rear-drive elliptical may not work. Plus, your users will love the unique Cardio 360™ programming available with the Transcend[®] console that provides a 20-minute, total-body workout. Multiple console options provide customizable features, technology and asset management capabilities for enhanced user engagement.



TRUE[®]

CONSOLE



Transcend¹⁶

TRUE's Transcend 16" LCD touchscreen console provides users a premium user interface with enhanced technology options. The easy-to-use interface provides easy access and intuitive navigation to user tracking and progress during workouts. Numerous technology and entertainment options are available with Bluetooth for app connectivity, audio and heart rate; TV, Internet, and apps like Netflix and YouTube; and interactive hike, run, or bike courses through famous locations around the world. With this technology, a built-in cooling fan, and tablet holder at their fingertips, gym members will enjoy both exercising and your facility even more.



City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Honorable Mayor and Members of the City Council

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

DATE: February 8, 2018

SUBJECT: Committee Reports

1. Library Board (meets 3rd or 4th Monday of month) –
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) –
5. Parks, Recreation & Cultural Advisory Board (meets 3rd Monday of January, March, May, July, September and November) –
6. Carroll County Solid Waste Management Commission (meets 2nd Tuesday of month) – **January 17 and 18, 2018**
7. Historical Preservation Commission (no regular meeting dates) – **October 12, 2017 and January 18, 2018**
8. Safety Committee (no regular meeting dates) –
9. Civil Service Commission (as needed) –

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

January 17, 2018

1. The meeting was called to order at 6:00 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; and Mike Schwabe, City of Breda. Also attending were Mary Wittry, Director, and Dan Halbur, Office Manager.
2. Agenda: Wittry requested the approval of bills to be included with the approval of financial report. With the change, Dales made the motion to approve the agenda and Schwabe seconded. Motion carried, all voting aye.
3. Dales made the motion and Dr. Jensen seconded to approve the minutes of the Executive Board meeting on December 12, 2017. Motion carried, all voting aye.
4. Halbur presented the financial report --see attached. Dales reviewed the Bills Payable--see attached. Wittry went over the following: Boingars--\$720.62-- steel toe boots and supplies; Foth--\$13746.50--general consulting, single stream study, and annual water quality report; Ray's Refuse--\$1295.72--cost share on mailing. Schwabe made the motion and Dr. Jensen seconded to approve the financial report and bills as presented. Motion carried, all voting aye.
5. Landfill update: Wittry informed the board that a conceptual design of the new maintenance building will be presented in February and a grant application will be submitted for solar power at the new maintenance building.
6. Recycling update: Wittry reported on market conditions for recyclable materials.
7. Environmental Management System (EMS) update: Wittry informed the board that the Commission was awarded a \$24268 grant for an LED sign at the Recycling Center and a recycling trailer at Swan Lake. The Commission would be responsible for the remaining cost of \$9590. Anthofer made the motion and Schwabe seconded to approve the purchase of an LED sign and recycling trailer. Motion carried, all voting aye.
8. Next meeting date: MONDAY, February 12, 2018 at 8:00 a.m.
9. Other: None
10. Dr. Jensen made the motion and Anthofer seconded to adjourn the meeting at 6:23 p.m. Motion carried, all voting aye.

Respectfully submitted by:

Daniel J Halbur

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

JANUARY 18, 2017

1. The meeting was called to order at 7:00 p.m. by Marty Danzer in the offices of the solid waste commission. See attached list of attendees.
2. Schwabe made the motion and Dales seconded to approve the agenda as presented. Motion carried, all voting aye.
3. Dales made the motion and Dr. Jensen seconded to approve the minutes of the January 13, 2016 annual meeting as presented. Motion carried, all voting aye.
4. Schwabe made the motion to approve the appointment of Jeff Anthofer for a five year term on the Executive Board. Dr. Jensen seconded the motion. Motion carried, all voting aye.
5. Schwabe made a motion to retain all officers at their current position: Marty Danzer as Chairperson, Dr. Jensen as Vice-Chair, and Dales as Secretary/Treasurer. Ramsey seconded the motion. Motion carried, all voting aye.
6. Wittry presented the Director's annual report, detailing the highlights of 2016 and the goals for 2017. Schwabe made the motion to accept the Director's report as presented. Dr. Jensen seconded the motion. Motion carried, all voting aye.
7. Commission CPA, Robert Muhlbauer, presented an overview of the 2015-2016 audit. Dales made a motion to accept the audit report as presented and Henkenius 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. Dr. Jensen made the motion and Schwabe seconded to accept the legal report as presented. Motion carried, all voting aye.
9. Wittry presented the amended 2016-2017 budget, which was approved by the Executive Board at the December meeting. Dales made the motion and Dr. Jensen seconded to approve the amended 2016-2017 budget as presented. Motion carried, all voting aye.
10. Wittry presented the proposed 2017-2018 budget, which was approved by the Executive Board at the December meeting. Wittry noted that this budget includes no tipping fee or assessment increase. Anthofer made the motion and Schwabe seconded to accept the proposed 2017-2018 budget as presented. Motion carried, all voting aye.
11. Other: Wittry reported the fire department was out Monday morning at the Recycling Center. The citizen convenient dumpsters were placed inside over the weekend and flammable rags in one dumpster spontaneously combusted. There was no damage to the Recycling Center, just some water clean-up from sprinkler and venting smoke.
12. Dr. Jensen made the motion and Dales seconded to adjourn the meeting at 7:53 p.m. Motion carried, all voting aye.

Respectfully submitted,

Daniel J. Halbur

**Historic Preservation Commission
City of Carroll
Meeting Minutes
Thursday, October 12, 2017**

Venue: City Hall, Mayor's Office

Members of the City of Carroll Historic Preservation Commission met at the Mayor's Office in Carroll City Hall.

Members present were: Barbara Hackfort, Chairperson, Vicki Gach, Carolyn Siemann and Mary Baumhover. Absent: John DeBolt. Phil Phillips had previously resigned.

The agenda was approved by consensus. The minutes of the August 17, 2017 meeting were unanimously approved as emailed on motion by Vicki Gach, seconded by Carolyn Siemann.

Agenda:

1. Approval of Minutes from August 17, 2017 Meeting
2. Update on the 2018 HPC Project: City Cemetery Chapel
3. Progress on Marketing the Postcard Book
4. Related Business Accounts
5. Adjournment. Next Meeting: January 18, 2019

In the update of the 2018 HPC Project, the City Cemetery Chapel, it was reported that repair and installation of new glass in the windows has been completed and the area around the building cleared. The structure of the building has been examined by a building engineer and approved. Committee members will check out replacing the garage door with carriage doors as believed originally installed. It was noted that the rock frame around the door opening is still there. It appears that minimal repair is needed as the building is in near original condition.

It was reported that Councilman Clay Haley has offered to donate the cement bench to be installed in front of the building. A plaque will be included on the bench. Cemetery Director John Snyder will take care of the landscaping. The Historical Museum will donate church pews for the interior of the chapel. Progress of donations and expense costs were discussed. It is planned that all arrangements for the Chapel will be completed so that the building can be opened to the public on Memorial Day, 2018.

Progress on marketing the Postcard Book was discussed. Members Vicki Gach and Barbara Hackfort have been very diligent in selling the book at any and all community events and venues and to date, 274 of the 500 books have been sold. Additional meetings and events to present the book were discussed.

President Barbara Hackfort reported that proposal for a presentation from the City Historical Preservation Commission has been sent to the committee of the State Preserve Iowa Summit for participation the annual meeting to be held in the summer of 2018.

Vicki Gach presented a draft of a brochure, "Rocks of Ages" featuring many stone edifices in the city and county that were built in the 1920-1930s, some by the WPA and some by local persons. Placing copies of the brochure on the city website, at the Carroll Chamber Office and at the City Hall was discussed.

Meeting was adjourned on motion by Vicki Gach, seconded by Joni Rutten. The next meeting will be held on January 18, 2018 at 10 am.

Respectfully submitted,
Secretary,
Mary Baumhover

Note: These minutes have not been officially approved

**Historic Preservation Commission
City of Carroll
Meeting Minutes
Thursday, January 18, 2018**

Venue: City Hall, Mayor's Office

Members of the City of Carroll Historic Preservation Commission met at the Mayor's Office in Carroll City Hall.

Members present were: Barbara Hackfort, Chairperson, Vicki Gach, Carolyn Siemann, Joni Rutten, new member, Jacob Fiscus and Mary Baumhover. Former member John DeBolt was not reappointed as a Commission member.

The agenda was approved by consensus. The minutes of the October 12, 2017 meeting were unanimously approved as emailed and with corrections noted on motion by Vicki Gach, seconded by Carolyn Siemann.

Agenda Items:

- Approval of Minutes from October 12, 2017, Meeting
- Closure on the 2017 HPC Project: Pictorial History Book of Carroll
- Update on the 2018 HPC Project A: City Cemetery Chapel
- Analysis of the 2018 HPC Project B: Characters Calendar
- Related Business Accounts

Regarding the 2017 HPC Project, it was noted that \$80 has been collected for the books recently and \$5 for postcards. Approximately 42 books are still available out of the 500 printed.

Regarding the packets of postcards, it was noted that there have been requests for sales of single cards.

After discussion, it was decided to break up the remaining packets and sell cards singly at a cost of 50 cents each rather than printing more cards. The suggestion was made to have the books and cards available at the Chamber of Commerce Banquet in February.

Re the City Cemetery Chapel 2018 project, it was reported that large wicker vases have been acquired to hold ferns inside the chapel. Planned acquisitions are: two courthouse pews from the Carroll County Historical Museum and a communion rail. The outside cement bench donation from Clay Haley has been mentioned previously. Vicki Gach has volunteered to paint the dividers around the window panes. So far \$700 has been received in donations for the chapel project. John Snyder has donated \$500 labor on his own time and Carroll Glass has donated \$395 in glass. Vicki will donate the front entrance door for the building. Various ideas to replace the overhead garage door with two carriage doors of the period of the building were discussed.

Before the Chapel opening in May, a sign listing donors will be prepared, plaque on the bench will be acquired, various information pieces will be prepared and landscaping will be done by volunteers.

Regarding the 2018 Characters Calendar project, Vicki Gach presented proofs of pages already sent to board members and led a review of the covers, pages and font. The sale price will be determined after estimates are received from the printer.

Chairperson Barbara Hackfort reported that training for board members is required with at least one person attending. Application had been made to present part of the Annual State Training program in Des Moines of June 18-22, but that group already had sufficient presenters. Attendance at that meeting will be confirmed.

Under Related Business Accounts, new Commission member, Jacob Fiscus was welcomed. Jacob has his own photography business located in Carroll.

Motion to adjourn was made by Joni Rutten, seconded by Jacob Fiscus and unanimously approved. The next meeting of the Commission will be held on April 19, 2018.

Respectfully submitted,
Mary Baumhover, Secretary

Note: These minutes have not been officially approved