

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: May 13, 2019

TIME OF MEETING: 5:15 P.M.

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

www.cityofcarroll.com

AGENDA

- I. Pledge of Allegiance
- II. Roll Call
- III. 2018 American Red Cross Aquatic Examiner Service Award – Carroll Recreation Center
- IV. Consent Agenda
 - A. Approval of Minutes of the April 22 Meeting
 - B. Approval of Bills and Claims
 - C. Licenses and Permits:
 1. New 6-Month Class “B” Beer (Includes Wine Coolers) with Outdoor Sales – *Dolly’s Bar & Grill (at Carroll Cycle Center)*
 2. New Class “E” Liquor License with Carryout Beer, Carryout Wine (includes Native Wine) and Sunday Sales – *Casey’s General Store #3025*
 3. Renewal of Class “E” Liquor License with Carryout Beer, Carryout Wine (includes Native Wine) and Sunday Sales – *Hy-Vee*
 - D. Appointments to Committee, Commissions and Boards
 - Appointment by Council
 1. Matt Hodges - Parks, Recreation and Cultural Advisory Board (3 year term to expire May 31, 2022)
 2. Jeff Aden - Parks, Recreation and Cultural Advisory Board (3 year term to expire May 31, 2022)
 3. Brook Mikkelsen - Parks, Recreation and Cultural Advisory Board (3 year term to expire May 31, 2022)
- V. Oral Requests and Communications from the Audience
- VI. Proclamation – National Foster Care Month
- VII. Ordinances

None



VIII. Resolutions

- A. FY 2020 Health Insurance Renewal
- B. Contract for Professional Services – RDG - Carroll Recreation Center Building Improvements
Concept Planning and Feasibility Study – 2019
 - 1. Discussion on the Project Timeline for the Carroll Recreation Center Improvement Project
 - 2. Fee Proposal for Carroll Recreation Center Building Improvement Resolution
- C. FY 2020 City Manager Annual Salary
- D. FY 2019/2020 Salary Resolution
- E. 2019 Carroll Trails Plan
 - 1. Public Hearing on Plans, Specifications, Form of Contract and Estimate of Cost
 - 2. Resolution Adopting Plans, Specifications, Form of Contract and Estimate of Cost

IX. Reports

- A. Custom Fire Apparatus - Report of Bid Opening
- B. Consider Motion to Approve an Interlocal Agreement for Cooperative Purchasing with Region VIII
Education Service Center and The Interlocal Purchasing System (TIPS) Program
- C. Carroll Public Library and Carroll City Hall Audiovisual Package
 - 1. Report of Bid Opening
 - 2. Award of Bid
- D. Consider Approving an Invitation to Developers for Property at 224 N Main St
- E. Set Public Hearing Date for FY 2018/2019 Budget Amendment #1

X. Committee Reports

XI. Comments from the Mayor

XII. Comments from the City Council

XIII. Comments from the City Manager

XIV. Adjourn

May/June Meetings:

~~Library Board of Trustees – May 20, 2019 – Region XII – 1009 E Anthony St~~

Parks, Recreation and Cultural Advisory Board – May 20, 2019 – Carroll Recreation Center - 716 N Grant Rd

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

Board of Adjustment – June 3, 2019 – Region XII - 1009 E Anthony St

City Council – June 10, 2019 – Adams Elementary School - 1026 N Adams St

Planning and Zoning Commission – June 12, 2019 – Region XII - 1009 E Anthony St

Library Board of Trustees – June 17, 2019 – Region XII - 1009 E Anthony St

City Council – June 25, 2019 – Adams Elementary School - 1026 N Adams St

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

COUNCIL MEETING

APRIL 22, 2019

The Carroll City Council met in regular session on this date at 5:15 p.m. in the Carroll Community School District Board Room, 1026 N Adams Street (Adams Elementary). Members present: Misty Boes, LaVern Dirkx, Jerry Fleshner, Clay Haley (arrived at 5:17 p.m.), Mike Kots and Carolyn Siemann. Absent: None. Mayor Eric Jensen presided and City Attorney Dave Bruner was in attendance.

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

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New employee Street Superintendent Dale Pottebaum was introduced to Council. No Council action taken.

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Council Member Clay Haley arrived at 5:17 p.m.

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It was moved by Dirkx, seconded by Kots, to approve the following items on the consent agenda: a) minutes of the April 8 and April 15, 2019 Council meetings, as written; b) bills and claims in the amount of \$510,458.82; c) the following licenses and permits: New Class "B" Beer Permit (includes Wine Coolers) with Outdoor Service and Sunday Sales – *Carroll County Softball Association*, Renewal of Class "C" Beer Permit with Sunday Sales – *Sparky's One Stop*, Renewal of Class "E" Liquor License with Carryout Beer, Carryout Wine (includes Native Wine) and Sunday Sales – *Walgreens #10770*, and Renewal of Class "C" Beer Permit with Sunday Sales and Class "B" Native Wine Permit – *Reiling 71 South*; d) the acceptance of the resignation of Jamie Wuebker from the Carroll Volunteer Fire Department and the appointment of Chris Satterwhite to begin duties as a member of the Carroll Volunteer Fire Department. On roll call, all present voted aye. Absent: None. Motion carried.

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R.T. Schreck, Carroll American Legion, thanked Council during the oral requests for the Council's support of the project of the new flag pole and PA system at the cemetery. No Council action taken.

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It was moved by Haley, seconded by Fleshner, to approve Resolution No. 19-29, Agreement with Bucko Baseball d/b/a Carroll Merchants for the 2019 baseball season. John Perrin, Carroll Athletic Association Board Member, addressed Council on this issue. On roll call, all present voted aye. Absent: None. Motion carried.

It was moved by Kots, seconded by Haley, to allow the Carroll Merchants Baseball Club to sell and serve alcohol at Merchants Park Baseball Stadium for the Carroll Merchants home baseball games for the 2019 baseball season. On roll call, all present voted aye. Absent: None. Motion carried.

It was moved by Fleshner, seconded by Haley, to approve a new 6-month Class “B” Beer Permit (includes Wine Coolers) with Outdoor Service and Sunday Sales – *Carroll Merchants Baseball Club*. On roll call, all present voted aye. Absent: None. Motion carried.

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A public hearing was held on April 22, 2019 at 5:25 p.m. at the Adams Elementary School Conference Room to hear comments on the city’s application for a CDBG Housing Rehabilitation Grant Application. The public hearing was opened at 5:25 p.m. by Mayor Jensen. The hearing was pursuant to the citizen participation requirements of Section 508 of the Housing and Community Development Act of 1987, as amended March 25, 1988. The Iowa Economic Development Authority (IEDA) will advise all CDBG applicants and grantees of the requirements, and of acceptable means to amended, to ensure compliance with said requirements by all applicants for and recipients of CDBG funds administered by the State of Iowa. The public was informed that IEDA requires reasonable public access to all local meetings, project records and information relating to the proposed and actual use of CDBG funds. All CDBG related meetings should be conducted in public buildings.

The need for owner-occupied housing rehabilitation has been realized by the City of Carroll through a Housing Needs Assessment. The proposed project will rehabilitate five (5) units to meet the IEDA Housing Quality Standards and be lead safe upon completion. Families may be temporarily displaced during rehabilitation disturbing lead based paint. No businesses will be displaced as a result of this proposed project.

The total project is estimated to be \$221,500 which includes a \$10,000 local match provided by the City of Carroll. Grant administration of \$18,000 and Rehabilitation/Technical Services of \$192,500 are combined for a total CDBG request of \$210,500. The application deadline is May 4, 2019.

A requirement of the CDBG program is that funds must benefit a population of at least 51% of the households that are occupied by low or moderate income families. The City of Carroll’s target area LMI percentage is 60.31% and 100% of housing rehabilitation participants will be low and moderate income. Karla Janning, Region XII Housing Programs Coordinator, addressed Council on this issue.

Mayor Jensen closed said public hearing at 5:32 p.m.

It was moved by Haley, seconded by Siemann, to approve Resolution No. 19-30, Providing Match Funds for the 2019 CDBG Owner-Occupied Rehabilitation Program. On roll call, all present voted aye. Absent: None. Motion carried.

It was moved by Fleshner, seconded by Haley, to approve Region XII as the technical service provider for the 2019 CDBG Owner-Occupied Rehabilitation Program. On roll call, all present voted aye. Absent: None. Motion carried

It was moved by Kots, seconded by Haley, to approve the Administrative Plan for the 2019 CDBG Owner-Occupied Rehabilitation Program. On roll call, all present voted aye. Absent: None. Motion carried.

It was moved by Haley, seconded by Boes, to approve Resolution No. 19-31, Amending Policy No. 0106 – Code of Conduct. On roll call, all present voted aye. Absent: None. Motion carried.

It was moved by Fleshner, seconded by Haley, to approve Resolution No. 19-32, Amending Policy No. 0107 – Equal Opportunity Policy Statement. On roll call, all present voted aye. Absent: None. Motion carried.

It was moved by Kots, seconded by Boes, to approve Resolution No. 19-33, Crowd Management Policy. On roll call, all present voted aye. Absent: None. Motion carried.

It was moved by Haley, seconded by Fleshner, to approve Resolution No. 19-34, Residential Anti-Displacement and Relocation Assistance Plan. On roll call, all present voted aye. Absent: None. Motion carried.

It was moved by Boes, seconded by Kots, to authorize the Mayor to sign the Applicant/Recipient Disclosure/Update Report. On roll call, all present voted aye. Absent: None. Motion carried.

It was moved by Fleshner, seconded by Haley, to authorize the Mayor to sign the Federal Assurances signature page. On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Kots, seconded by Fleshner, to approve Resolution No. 19-35, Declaring an official intent under Treasury Regulation 1.150-2 to issue debt to reimburse the City for certain original expenditures paid in connection with a Fire Pumper Truck and the Street Resurfacing – 2019 Project. On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Haley, seconded by Siemann, to receive the Cemetery Buildings Improvements Report. Craig Erickson, Shive Hattery, Inc. Architect, presented the report to Council. Vicki Gach, Carroll resident, 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 Dirkx, to receive the Graham Park Master Plan. Craig Erickson, Shive Hattery, Inc. Architect, presented the report to Council. Vicki Gach, Carroll resident, 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 Fleshner, to approve Change Order No. 4 to the Carroll Public Library/Carroll City Hall project in the amount of \$38,363.00 and add 11 days to the City Hall portion of the contract and 4 days to the Library portion of the contract. The effect of the proposed Change Order No. 4 on the contract is as follows:

	<u>Cost</u>	<u>City Hall Completion Date</u>	<u>Library Completion Date</u>
Original Contract	\$ 4,526,100.00	August 2, 2019	October 25, 2019
Change Order No. 1 (Approved)	\$ 29,087.00	9 days	0 days
Contract with Change Order #1	\$ 4,555,187.00	August 11, 2019	October 25, 2019
Change Order No. 2 (Approved)	\$ 56,451.00	8 days	11 days
Contract with Change Order #2	\$ 4,611,638.00	August 21, 2019	November 11, 2019
Change Order No. 3 (Approved)	\$ 86,606.00	21 days	25 days
Contract with Change Order #3	\$ 4,698,244.00	September 20, 2019	December 17, 2019

Change Order No. 4 (Proposed)	\$ 38,363.00	11 days	4 days
Contract with Change Order #4	\$4,736,607.00	October 1, 2019	December 19, 2019

On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Kots, seconded by Dirkx, to go into closed session at 6:59 p.m. per Iowa Code 21.5(1)(i) – City Manager Annual Review. On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Fleshner, seconded by Haley, to go back into open session at 7:33 p.m. 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 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

05-09-2019 11:23 AM
 VENDOR SET: 01 City of Carroll
 REPORTING: PAID, UNPAID, PARTIAL

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PARTIALLY ITEMS DATES:	4/19/2019 THRU 5/09/2019	4/19/2019 THRU 5/09/2019	4/19/2019 THRU 5/09/2019
UNPAID ITEMS DATES :		4/19/2019 THRU 5/09/2019	4/19/2019 THRU 5/09/2019

VENDOR	---- VENDOR NAME ----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----BALANCE----
01-001704	ACCO	POOL CHEMICALS	1,452.00	0.00	000000	0/00/00	1,452.00
		** TOTALS **	1,452.00	0.00			1,452.00
01-001621	ACE HARDWARE	PAINT	31.96	0.00	000000	0/00/00	31.96
01-001621	ACE HARDWARE	SUPPLIES	33.98	0.00	000000	0/00/00	33.98
01-001621	ACE HARDWARE	PAINT BRUSHES	22.46	0.00	000000	0/00/00	22.46
01-001621	ACE HARDWARE	REPAIR PARTS	3.02	0.00	000000	0/00/00	3.02
01-001621	ACE HARDWARE	SUPPLIES	77.92	0.00	000000	0/00/00	77.92
01-001621	ACE HARDWARE	LIGHT BULBS	31.98	0.00	000000	0/00/00	31.98
01-001621	ACE HARDWARE	SUPPLIES	34.99	0.00	000000	0/00/00	34.99
01-001621	ACE HARDWARE	LIGHT BULB	7.99	0.00	000000	0/00/00	7.99
		** TOTALS **	244.30	0.00			244.30
01-001910	AHLERS & COONEY P.C.	MISC LEGAL MATTERS	115.00	0.00	000000	0/00/00	115.00
01-001910	AHLERS & COONEY P.C.	UR REVITALIZATION MATTER	180.00	0.00	000000	0/00/00	180.00
		** TOTALS **	295.00	0.00			295.00
01-000523	ALAN BRINCKS	STEEL TOED BOOTS	192.59	192.59-	114455	5/03/19	0.00
		** TOTALS **	192.59	192.59-			0.00
01-012650	ALLIANT ENERGY-IES UTILIT	GAS BILLS	4,752.60	4,752.60-	114492	5/09/19	0.00
		** TOTALS **	4,752.60	4,752.60-			0.00
01-002080	AMAZON/SYNCHRONY BANK	AUDIO BOOKS	172.55	172.55-	114405	4/23/19	0.00
		** TOTALS **	172.55	172.55-			0.00
01-002916	AMERICAN RED CROSS	LIFEGUARD CLASS	114.00	0.00	000000	0/00/00	114.00
		** TOTALS **	114.00	0.00			114.00
01-003426	ANGELO LUIS	P & Z WORKSHOP EXPENSES	75.40	75.40-	114458	5/03/19	0.00
		** TOTALS **	75.40	75.40-			0.00
01-002370	ARNOLD MOTOR SUPPLY	SUPPLIES	2.54	0.00	000000	0/00/00	2.54
01-002370	ARNOLD MOTOR SUPPLY	WIRE	30.08	0.00	000000	0/00/00	30.08
01-002370	ARNOLD MOTOR SUPPLY	BATTERY	29.99	0.00	000000	0/00/00	29.99
01-002370	ARNOLD MOTOR SUPPLY	ANTIFREEZE	32.34	0.00	000000	0/00/00	32.34
01-002370	ARNOLD MOTOR SUPPLY	BRAKE CONTROL	88.99	0.00	000000	0/00/00	88.99
01-002370	ARNOLD MOTOR SUPPLY	SUPPLIES	63.49	0.00	000000	0/00/00	63.49
		** TOTALS **	247.43	0.00			247.43
01-003424	ASHLEE PUDENZ	LEISURE PROGRAM REFUND	35.00	0.00	000000	0/00/00	35.00
		** TOTALS **	35.00	0.00			35.00
01-001557	ATCO INTERNATIONAL	SUPPLIES	115.00	0.00	000000	0/00/00	115.00

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VENDOR	----- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	-----BALANCE----
		** TOTALS **	115.00	0.00			115.00
01-002805	BADDING CONSTRUCTION CO.	LIBRARY/CITY HALL #7	407,298.15	0.00	000000	0/00/00	407,298.15
		** TOTALS **	407,298.15	0.00			407,298.15
01-003400	BEELNER SERVICE INC.	IRRIGATION SERVICES	1,125.86	0.00	000000	0/00/00	1,125.86
		** TOTALS **	1,125.86	0.00			1,125.86
01-000609	BIERSCHBACH EQUIP & SUPPL	CONCRETE SAW REPAIRS	113.00	0.00	000000	0/00/00	113.00
01-000609	BIERSCHBACH EQUIP & SUPPL	STREET MAINT. SUPPLIES	640.00	0.00	000000	0/00/00	640.00
		** TOTALS **	753.00	0.00			753.00
01-003434	BLAKE FIFERLICK	ILEA - MILEAGE 16 WEEKS	1,540.48	1,540.48-	114489	5/09/19	0.00
		** TOTALS **	1,540.48	1,540.48-			0.00
01-003515	BOMGAARS	VEHICLE JACK	33.99	0.00	000000	0/00/00	33.99
01-003515	BOMGAARS	CEMETERY TOOLS	319.70	0.00	000000	0/00/00	319.70
01-003515	BOMGAARS	SUPPLIES	9.98	0.00	000000	0/00/00	9.98
01-003515	BOMGAARS	SUPPLIES	4.99	0.00	000000	0/00/00	4.99
01-003515	BOMGAARS	SUPPLIES	33.48	0.00	000000	0/00/00	33.48
01-003515	BOMGAARS	SUPPLIES	164.90	0.00	000000	0/00/00	164.90
01-003515	BOMGAARS	J-B WELD	15.96	0.00	000000	0/00/00	15.96
01-003515	BOMGAARS	CONCRETE CUTTING BLADE	28.49	0.00	000000	0/00/00	28.49
01-003515	BOMGAARS	CAMEL PUMP REPAIRS	15.95	0.00	000000	0/00/00	15.95
01-003515	BOMGAARS	SUPPLIES	425.55	0.00	000000	0/00/00	425.55
01-003515	BOMGAARS	SUPPLIES	15.47	0.00	000000	0/00/00	15.47
01-003515	BOMGAARS	SUPPLIES	11.99	0.00	000000	0/00/00	11.99
01-003515	BOMGAARS	SUPPLIES	64.96	0.00	000000	0/00/00	64.96
		** TOTALS **	1,145.41	0.00			1,145.41
01-003661	BREDA TELEPHONE CORPORATI	LOCAL AND LONG DISTANCE	2,483.65	2,483.65-	114459	5/03/19	0.00
		** TOTALS **	2,483.65	2,483.65-			0.00
01-003670	BRIGGS INC OF OMAHA	PLUMBING PARTS	1.88	1.88-	114451	4/30/19	0.00
01-003670	BRIGGS INC OF OMAHA	PLUMBING PARTS	9.57	9.57-	114451	4/30/19	0.00
01-003670	BRIGGS INC OF OMAHA	PLUMBING PARTS	34.45	34.45-	114451	4/30/19	0.00
		** TOTALS **	45.90	45.90-			0.00
01-003690	BROWN SUPPLY CO INC	OPERATING SUPPLIES	2,413.55	0.00	000000	0/00/00	2,413.55
01-003690	BROWN SUPPLY CO INC	FLOW GUARD CURB RUNNERS	3,240.00	0.00	000000	0/00/00	3,240.00
		** TOTALS **	5,653.55	0.00			5,653.55
01-001155	BRYAN ROCK PRODUCTS INC.	RED BALL DIAMOND	1,425.63	0.00	000000	0/00/00	1,425.63
		** TOTALS **	1,425.63	0.00			1,425.63

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VENDOR	----- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----BALANCE----
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	564.76	0.00	000000	0/00/00	564.76
01-004138	CAPITAL SANITARY SUPPLY	SUPPLIES	156.78	0.00	000000	0/00/00	156.78
01-004138	CAPITAL SANITARY SUPPLY	BROOM HANDLE	13.50	0.00	000000	0/00/00	13.50
01-004138	CAPITAL SANITARY SUPPLY	SUPPLIES	55.00	0.00	000000	0/00/00	55.00
01-004138	CAPITAL SANITARY SUPPLY	TOWELS	51.40	0.00	000000	0/00/00	51.40
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	248.25	0.00	000000	0/00/00	248.25
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	110.00	0.00	000000	0/00/00	110.00
01-004138	CAPITAL SANITARY SUPPLY	FLOOR CLEANER	44.00	0.00	000000	0/00/00	44.00
		** TOTALS **	1,243.69	0.00			1,243.69
01-000747	CARROLL AUTO SUPPLY	SUPPLIES	32.34	0.00	000000	0/00/00	32.34
01-000747	CARROLL AUTO SUPPLY	FILTERS #36	142.55	0.00	000000	0/00/00	142.55
		** TOTALS **	174.89	0.00			174.89
01-004146	CARROLL CONTROL SYSTEMS	BOILER REPAIRS	946.75	0.00	000000	0/00/00	946.75
		** TOTALS **	946.75	0.00			946.75
01-004155	CARROLL COUNTY	GASOLINE	5,000.73	0.00	000000	0/00/00	5,000.73
		** TOTALS **	5,000.73	0.00			5,000.73
01-004183	CARROLL COUNTY TREASURER	LIEN FILING FEE 209 N CRAWFORD	5.00	5.00-	114452	4/30/19	0.00
01-004183	CARROLL COUNTY TREASURER	LIEN FILING FEE 404 US HWY 71	5.00	5.00-	114453	4/30/19	0.00
		** TOTALS **	10.00	10.00-			0.00
01-004196	CARROLL HYDRAULICS	#23 REPAIR PARTS	15.62	0.00	000000	0/00/00	15.62
01-004196	CARROLL HYDRAULICS	O-RINGS	5.88	0.00	000000	0/00/00	5.88
01-004196	CARROLL HYDRAULICS	#23 HYDRAULIC HOSE	50.42	0.00	000000	0/00/00	50.42
01-004196	CARROLL HYDRAULICS	HYDRAULIC HOSES AND FITTINGS	74.17	0.00	000000	0/00/00	74.17
		** TOTALS **	146.09	0.00			146.09
01-002977	CARROLL REFUSE SERVICE	APRIL 2019 TRASH COLLECTIONS	12,187.22	12,187.22-	114488	5/09/19	0.00
		** TOTALS **	12,187.22	12,187.22-			0.00
01-000785	CARROLL REFUSE SERVICE LL	APRIL 2019 TRASH COLLECTIONS	64.87	64.87-	114485	5/09/19	0.00
		** TOTALS **	64.87	64.87-			0.00
01-002867	CINTAS FIRST AID & SAFETY	SAFETY SUPPLIES	102.39	0.00	000000	0/00/00	102.39
01-002867	CINTAS FIRST AID & SAFETY	FIRST AID SUPPLIES	542.11	0.00	000000	0/00/00	542.11
		** TOTALS **	644.50	0.00			644.50
01-004835	COMMERCIAL SAVINGS BANK	DEPOSIT SLIPS	26.79	26.79-	000000	4/24/19	0.00
01-004835	COMMERCIAL SAVINGS BANK	FEDERAL WITHHOLDINGS	12,511.02	12,511.02-	000470	4/25/19	0.00
01-004835	COMMERCIAL SAVINGS BANK	FEDERAL WITHHOLDINGS	12,588.72	12,588.72-	000483	5/09/19	0.00

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PARTIALLY ITEMS DATES:	4/19/2019 THRU 5/09/2019	4/19/2019 THRU 5/09/2019	4/19/2019 THRU 5/09/2019
UNPAID ITEMS DATES :		4/19/2019 THRU 5/09/2019	4/19/2019 THRU 5/09/2019

VENDOR	----- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----BALANCE----
01-004835	COMMERCIAL SAVINGS BANK	FICA WITHHOLDING	14,657.18	14,657.18-	000470	4/25/19	0.00
01-004835	COMMERCIAL SAVINGS BANK	FICA WITHHOLDING	15,714.28	15,714.28-	000483	5/09/19	0.00
01-004835	COMMERCIAL SAVINGS BANK	MEDICARE WITHHOLDING	4,421.62	4,421.62-	000470	4/25/19	0.00
01-004835	COMMERCIAL SAVINGS BANK	MEDICARE WITHHOLDING	4,652.92	4,652.92-	000483	5/09/19	0.00
		** TOTALS **	64,572.53	64,572.53-			0.00
01-004836	COMMUNITY OIL CO. INC.	OIL	92.26	0.00	000000	0/00/00	92.26
		** TOTALS **	92.26	0.00			92.26
01-000366	COMPUTER & NETWORK SPEC	MISC COMPUTER ISSUES	60.00	0.00	000000	0/00/00	60.00
01-000366	COMPUTER & NETWORK SPEC	INSTALL CREDIT CARD READER	30.00	0.00	000000	0/00/00	30.00
01-000366	COMPUTER & NETWORK SPEC	COMPUTER REPAIRS	60.00	0.00	000000	0/00/00	60.00
		** TOTALS **	150.00	0.00			150.00
01-001539	CONFLUENCE	STREETSCAPE PHASE 10	12,646.63	0.00	000000	0/00/00	12,646.63
		** TOTALS **	12,646.63	0.00			12,646.63
01-002681	CONSOLIDATED FLEET SERVIC	TOWER 8 ANNUAL INSPECTION	675.00	0.00	000000	0/00/00	675.00
		** TOTALS **	675.00	0.00			675.00
01-003145	CORE AND MAIN LP	STREET MAINT. SUPPLIES	850.00	0.00	000000	0/00/00	850.00
		** TOTALS **	850.00	0.00			850.00
01-001595	COUNSEL OFFICE & DOCUMENT	COPIER CONTRACT	304.06	0.00	000000	0/00/00	304.06
		** TOTALS **	304.06	0.00			304.06
01-005395	D & K PRODUCTS	CHEMICALS/FIELD MARKING POWDER	965.76	0.00	000000	0/00/00	965.76
01-005395	D & K PRODUCTS	CHEMICALS	1,968.20	0.00	000000	0/00/00	1,968.20
		** TOTALS **	2,933.96	0.00			2,933.96
01-000854	DEARBORN NATIONAL	MAY LIFE INSURANCE PREMIUMS	316.52	316.52-	114444	4/25/19	0.00
		** TOTALS **	316.52	316.52-			0.00
01-003433	DEB MAURICIO	REFUND GOLF ACH MEMBERSHIP	169.68	0.00	000000	0/00/00	169.68
		** TOTALS **	169.68	0.00			169.68
01-006270	DREES HEATING & PLUMBING	BACK FLOW PREVENTOR SERVICED	80.00	0.00	000000	0/00/00	80.00
		** TOTALS **	80.00	0.00			80.00
01-006275	DREES OIL CO. INC.	PROPANE	100.12	0.00	000000	0/00/00	100.12
01-006275	DREES OIL CO. INC.	PROPANE	65.39	0.00	000000	0/00/00	65.39
01-006275	DREES OIL CO. INC.	PROPANE TANKS AND VALVES	686.40	0.00	000000	0/00/00	686.40
		** TOTALS **	851.91	0.00			851.91

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UNPAID ITEMS DATES :		4/19/2019 THRU 5/09/2019	4/19/2019 THRU 5/09/2019

VENDOR	---- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----BALANCE----
01-012590	ECHO ELECTRIC SUPPLY	OUTSIDE OUTLETS AND COVERS	74.12	74.12-	114460	5/03/19	0.00
		** TOTALS **	74.12	74.12-			0.00
01-006810	ECOWATER SYSTEMS	SOFTNER SALT	98.70	0.00	000000	0/00/00	98.70
		** TOTALS **	98.70	0.00			98.70
01-004185	EMPLOYMENT RESOURCES	APRIL POLICE DEPT. CLEANING	550.35	0.00	000000	0/00/00	550.35
01-004185	EMPLOYMENT RESOURCES	APRIL CITY HALL CLEANING	275.18	0.00	000000	0/00/00	275.18
		** TOTALS **	825.53	0.00			825.53
01-002644	ETS CORPORATION	CC PROCESSING FEES	472.15	472.15-	000000	5/06/19	0.00
		** TOTALS **	472.15	472.15-			0.00
01-007860	EXECUTIVE TECHNOLOGIES	COPIER CONTRACT	136.35	0.00	000000	0/00/00	136.35
		** TOTALS **	136.35	0.00			136.35
01-008020	FAMILY & SPECIALTY MEDICA	PHYSICALS SATTERWHITE/BACH	350.00	0.00	000000	0/00/00	350.00
		** TOTALS **	350.00	0.00			350.00
01-008027	FAREWAY STORES	SOCCER CONCESSIONS	5.16	0.00	000000	0/00/00	5.16
01-008027	FAREWAY STORES	SOCCER CONCESSIONS	11.93	0.00	000000	0/00/00	11.93
		** TOTALS **	17.09	0.00			17.09
01-008035	FARNER-BOCKEN CO.	SOCCER CONCESSIONS	513.13	0.00	000000	0/00/00	513.13
01-008035	FARNER-BOCKEN CO.	SUPPLIES	920.42	0.00	000000	0/00/00	920.42
		** TOTALS **	1,433.55	0.00			1,433.55
01-008050	FASTENAL COMPANY	MARKING PAINT	25.77	0.00	000000	0/00/00	25.77
01-008050	FASTENAL COMPANY	HARD HATS	43.76	0.00	000000	0/00/00	43.76
01-008050	FASTENAL COMPANY	NUTS AND BOLTS	22.56	0.00	000000	0/00/00	22.56
		** TOTALS **	92.09	0.00			92.09
01-006860	FELD FIRE EQUIPMENT CO.	HYDRANT FLUSHING HOSE	226.00	0.00	000000	0/00/00	226.00
01-006860	FELD FIRE EQUIPMENT CO.	MASK CLEANING PADS/BATTERY	49.90	0.00	000000	0/00/00	49.90
		** TOTALS **	275.90	0.00			275.90
01-000633	FILTER CARE	FILTER CLEANING	85.10	0.00	000000	0/00/00	85.10
		** TOTALS **	85.10	0.00			85.10
01-000013	FIRE/POLICE RETIREMENT SY	MFPRSI CONTRIBUTIONS	11,817.07	11,817.07-	000471	4/25/19	0.00
		** TOTALS **	11,817.07	11,817.07-			0.00
01-002806	FOUNDATION ANALYTICAL LAB	LAB TESTING	1,554.70	0.00	000000	0/00/00	1,554.70
01-002806	FOUNDATION ANALYTICAL LAB	LAB TESTING	506.85	0.00	000000	0/00/00	506.85

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01-002806	FOUNDATION ANALYTICAL LAB	LAB TESTING	36.00	0.00	000000	0/00/00	36.00
	** TOTALS **		2,097.55	0.00			2,097.55
01-009315	GALL'S INC.	AUDIO TUBES	87.50	0.00	000000	0/00/00	87.50
01-009315	GALL'S INC.	SGT. CHEVRONS	107.00	0.00	000000	0/00/00	107.00
	** TOTALS **		194.50	0.00			194.50
01-002137	GAVILON GRAIN LLC	ROAD ROCK SALT	1,737.42	0.00	000000	0/00/00	1,737.42
01-002137	GAVILON GRAIN LLC	ROAD ROCK SALT	1,726.38	0.00	000000	0/00/00	1,726.38
01-002137	GAVILON GRAIN LLC	ROAD ROCK SALT	6,672.99	0.00	000000	0/00/00	6,672.99
	** TOTALS **		10,136.79	0.00			10,136.79
01-009500	GEHLING WELDING & REPAIR	#29 REPAIRS	16.50	0.00	000000	0/00/00	16.50
01-009500	GEHLING WELDING & REPAIR	PICKUP BUMPER/HITCH REPAIR	481.00	0.00	000000	0/00/00	481.00
	** TOTALS **		497.50	0.00			497.50
01-009540	GENERAL TRAFFIC CONTROLS	GPS DEVICES	4,136.00	0.00	000000	0/00/00	4,136.00
	** TOTALS **		4,136.00	0.00			4,136.00
01-001992	GOLF SERVICES LLC	MAY CLUBHOUSE MANAGER	3,485.72	0.00	000000	0/00/00	3,485.72
01-001992	GOLF SERVICES LLC	SPRING COURSE CLEAN UP	275.00	0.00	000000	0/00/00	275.00
	** TOTALS **		3,760.72	0.00			3,760.72
01-010156	GRAPHIC EDGE, THE	VOLLEYBALL CHAMPION SHIRTS	70.44	0.00	000000	0/00/00	70.44
	** TOTALS **		70.44	0.00			70.44
01-003427	GRAVE DISCOVER LLC	CEMETERY SOFTWARE	1,999.00	0.00	000000	0/00/00	1,999.00
	** TOTALS **		1,999.00	0.00			1,999.00
01-003408	GREAT AMERICA FINANCIAL S	COPIER CONTRACT	83.00	83.00-	114450	4/30/19	0.00
	** TOTALS **		83.00	83.00-			0.00
01-010605	HACH CHEMICAL COMPANY	LAB SUPPLIES	1,018.86	0.00	000000	0/00/00	1,018.86
01-010605	HACH CHEMICAL COMPANY	LAB SUPPLIES	42.15	0.00	000000	0/00/00	42.15
	** TOTALS **		1,061.01	0.00			1,061.01
01-010617	HALLETT MATERIALS	COLD PATCH	1,483.90	0.00	000000	0/00/00	1,483.90
	** TOTALS **		1,483.90	0.00			1,483.90
01-010680	HAWKINS WATER TREATMENT	WATER TREATMENT SUPPLIES	552.00	0.00	000000	0/00/00	552.00
	** TOTALS **		552.00	0.00			552.00
01-005410	HERALD PUBLISHING COMPANY	LEGAL PUBLICATIONS	264.46	0.00	000000	0/00/00	264.46
	** TOTALS **		264.46	0.00			264.46

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01-003430	HOFFMAN BUILDING AND REPA	STREETSCAPE PHASE 9	968.00	0.00	000000	0/00/00	968.00
		** TOTALS **	968.00	0.00			968.00
01-005635	HOLIDAY INN AIRPORT	IMFOA CONFERENCE	201.60	0.00	000000	0/00/00	201.60
		** TOTALS **	201.60	0.00			201.60
01-001549	INLAND TRUCK PARTS COMPAN	DRUMS AND BRAKES #23	534.96	0.00	000000	0/00/00	534.96
		** TOTALS **	534.96	0.00			534.96
01-003429	INROADS ASPHALT PAVING &	THIRD STREET RESURFACING	29,287.12	0.00	000000	0/00/00	29,287.12
		** TOTALS **	29,287.12	0.00			29,287.12
01-012635	IOWA DEPARTMENT OF TRANSP	SANDBAGS AND BARRICADES	864.64	0.00	000000	0/00/00	864.64
01-012635	IOWA DEPARTMENT OF TRANSP	BARRICADES	430.04	0.00	000000	0/00/00	430.04
01-012635	IOWA DEPARTMENT OF TRANSP	MARKING PAINT AND SPHERES	3,361.60	0.00	000000	0/00/00	3,361.60
		** TOTALS **	4,656.28	0.00			4,656.28
01-003425	IOWA DIRECT	GYM CURTAINS	12,154.00	0.00	000000	0/00/00	12,154.00
		** TOTALS **	12,154.00	0.00			12,154.00
01-012647	IOWA LEAGUE OF CITIES	GRANT FINDER SUBSCRIPTION	50.00	0.00	000000	0/00/00	50.00
		** TOTALS **	50.00	0.00			50.00
01-012666	IOWA ONE CALL	FEB. 2019 LOCATES	61.20	0.00	000000	0/00/00	61.20
		** TOTALS **	61.20	0.00			61.20
01-012678	IOWA PRISON INDUSTRIES	SIGN SUPPLIES	653.00	0.00	000000	0/00/00	653.00
		** TOTALS **	653.00	0.00			653.00
01-012685	IOWA SMALL ENGINE CENTER	FILTER FOR SAW	10.24	0.00	000000	0/00/00	10.24
01-012685	IOWA SMALL ENGINE CENTER	CEMENT SAW REPAIRS	151.06	0.00	000000	0/00/00	151.06
01-012685	IOWA SMALL ENGINE CENTER	TRIMMERS	969.30	0.00	000000	0/00/00	969.30
01-012685	IOWA SMALL ENGINE CENTER	SUPPLIES	128.78	0.00	000000	0/00/00	128.78
01-012685	IOWA SMALL ENGINE CENTER	BULBS	3.52	0.00	000000	0/00/00	3.52
		** TOTALS **	1,262.90	0.00			1,262.90
01-012706	IPERS	IPERS CONTRIBUTIONS	18,176.34	18,176.34-	000472	4/25/19	0.00
01-012706	IPERS	IPERS CONTRIBUTIONS	63.01	63.01-	000472	4/25/19	0.00
01-012706	IPERS	IPERS CONTRIBUTIONS	64.08	64.08-	000472	4/25/19	0.00
		** TOTALS **	18,303.43	18,303.43-			0.00
01-002642	J SCHON CONSTRUCTION	PATIO ROOF CLUBHOUSE	6,380.00	0.00	000000	0/00/00	6,380.00
		** TOTALS **	6,380.00	0.00			6,380.00

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01-002453	JASON MATTHEW LAMBERTZ	PRODUCTION COSTS	1,050.00	0.00	000000	0/00/00	1,050.00
		** TOTALS **	1,050.00	0.00			1,050.00
01-013917	JEO CONSULTING GROUP INC.	2019 WATERMAN REPLACEMENT	5,400.00	0.00	000000	0/00/00	5,400.00
01-013917	JEO CONSULTING GROUP INC.	WATER STORAGE TOWER REHAB	9,925.00	0.00	000000	0/00/00	9,925.00
01-013917	JEO CONSULTING GROUP INC.	2019 STREET RESURFACING	2,127.50	0.00	000000	0/00/00	2,127.50
01-013917	JEO CONSULTING GROUP INC.	STREAMBED STABILIZATION 19	1,560.00	0.00	000000	0/00/00	1,560.00
		** TOTALS **	19,012.50	0.00			19,012.50
01-002163	JR'S UNLOCK SERVICE	PADLOCKS AND KEYS	360.00	0.00	000000	0/00/00	360.00
		** TOTALS **	360.00	0.00			360.00
01-002700	JUSTIN FERRIN	K-9 TRAINING EXPENSES	16.00	16.00-	114487	5/09/19	0.00
		** TOTALS **	16.00	16.00-			0.00
01-000994	KABEL BUSINESS SERVICES -	APRIL HRA PARTICIPANT FEES	165.75	165.75-	000000	5/01/19	0.00
01-000994	KABEL BUSINESS SERVICES -	MAY FLEX PARTICIPANT FEES	93.60	93.60-	000000	5/06/19	0.00
01-000994	KABEL BUSINESS SERVICES -	APRIL HRA CHECKS	13,732.11	13,732.11-	000000	5/08/19	0.00
		** TOTALS **	13,991.46	13,991.46-			0.00
01-002185	LA CROSSE SEED	GRASS SEED	2,620.00	0.00	000000	0/00/00	2,620.00
		** TOTALS **	2,620.00	0.00			2,620.00
01-010827	LEON HENDRICKS	APRIL 19 CONTRACT METER READER	1,812.63	1,812.63-	114491	5/09/19	0.00
		** TOTALS **	1,812.63	1,812.63-			0.00
01-001039	MARTIN'S FLAG CO, INC.	FLAG POLE REPAIRS	125.79	0.00	000000	0/00/00	125.79
		** TOTALS **	125.79	0.00			125.79
01-002752	MASTER METER SYSTEMS	MASTER METER SOFTWARE SUPPORT	1,500.00	0.00	000000	0/00/00	1,500.00
		** TOTALS **	1,500.00	0.00			1,500.00
01-001947	MATHESON TRI-GAS INC.	SUPPLIES	50.62	0.00	000000	0/00/00	50.62
		** TOTALS **	50.62	0.00			50.62
01-003431	MC COY & ASSOCIATES LLC	HSPTS REPAIRS	264.58	0.00	000000	0/00/00	264.58
		** TOTALS **	264.58	0.00			264.58
01-012680	MID AMERICAN ENERGY	ELECTRIC BILLS	36,562.34	36,562.34-	114493	5/09/19	0.00
		** TOTALS **	36,562.34	36,562.34-			0.00
01-001804	MID IOWA SOLID WASTE EQUI	CCTV EQUIPMENT REPAIRS	251.18	0.00	000000	0/00/00	251.18
01-001804	MID IOWA SOLID WASTE EQUI	CCTV EQUIPMENT REPAIRS	680.52	0.00	000000	0/00/00	680.52

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01-001804	MID IOWA SOLID WASTE EQUI	CCTV REPAIRS	1,565.86	0.00	000000	0/00/00	1,565.86
		** TOTALS **	2,497.56	0.00			2,497.56
01-017585	MIDWEST WHOLESALE	FORMS	198.10	0.00	000000	0/00/00	198.10
01-017585	MIDWEST WHOLESALE	HEAVY DUTY STAPLES	12.50	0.00	000000	0/00/00	12.50
		** TOTALS **	210.60	0.00			210.60
01-003226	MIKE KILLEEN	GRADE I EXAM FEES	50.00	50.00-	114457	5/03/19	0.00
		** TOTALS **	50.00	50.00-			0.00
01-002951	MIKE POGGE-WEAVER	ACCESS WASHINGTON - AIR TRAVEL	233.30	0.00	000000	0/00/00	233.30
		** TOTALS **	233.30	0.00			233.30
01-017600	MIRACLE RECREATION EQUIPM	PLAYGROUND EQUIP. REPAIRS	351.72	0.00	000000	0/00/00	351.72
		** TOTALS **	351.72	0.00			351.72
01-002596	MOHR SAND GRAVEL & CONSTR	CONCRETE 1345 QUINT AVE.	268.88	0.00	000000	0/00/00	268.88
		** TOTALS **	268.88	0.00			268.88
01-017730	MOORHOUSE READY MIX CO.	CONCRETE - 8TH & SIMON	661.98	0.00	000000	0/00/00	661.98
01-017730	MOORHOUSE READY MIX CO.	WATERMAIN BREAK 8TH STREET	782.34	0.00	000000	0/00/00	782.34
01-017730	MOORHOUSE READY MIX CO.	4TH ST. CURB ROW	541.62	0.00	000000	0/00/00	541.62
01-017730	MOORHOUSE READY MIX CO.	CONCRETE - ELY & WESTRIDGE	391.17	0.00	000000	0/00/00	391.17
01-017730	MOORHOUSE READY MIX CO.	CONCRETE - 3RD & MAPLE	330.99	0.00	000000	0/00/00	330.99
01-017730	MOORHOUSE READY MIX CO.	CONCRETE - SOUTHDAL & SOUTHGA	300.90	0.00	000000	0/00/00	300.90
01-017730	MOORHOUSE READY MIX CO.	CONCRETE - HWY 71 & ELY	541.62	0.00	000000	0/00/00	541.62
01-017730	MOORHOUSE READY MIX CO.	CONCRETE SOUTHDAL & ELY	1,233.69	0.00	000000	0/00/00	1,233.69
01-017730	MOORHOUSE READY MIX CO.	CONCRETE - 6TH ST. DUPACO	695.64	0.00	000000	0/00/00	695.64
01-017730	MOORHOUSE READY MIX CO.	CONCRETE - SOUTHGATE & ELY	962.88	0.00	000000	0/00/00	962.88
01-017730	MOORHOUSE READY MIX CO.	CONCRETE - SOUTHDAL DR	1,203.60	0.00	000000	0/00/00	1,203.60
01-017730	MOORHOUSE READY MIX CO.	CONCRETE - SOUTHDAL	1,203.60	0.00	000000	0/00/00	1,203.60
		** TOTALS **	8,850.03	0.00			8,850.03
01-018408	NAPA AUTO PARTS	LIGHTS RETURNED	37.77-	0.00	000000	0/00/00	37.77-
01-018408	NAPA AUTO PARTS	SUPPLIES	6.29	0.00	000000	0/00/00	6.29
01-018408	NAPA AUTO PARTS	AIR FILTERS #35	34.61	0.00	000000	0/00/00	34.61
01-018408	NAPA AUTO PARTS	#28 LIGHT	37.77	0.00	000000	0/00/00	37.77
01-018408	NAPA AUTO PARTS	REPAIR PARTS	12.49	0.00	000000	0/00/00	12.49
01-018408	NAPA AUTO PARTS	SHOP SUPPLIES	24.98	0.00	000000	0/00/00	24.98
		** TOTALS **	78.37	0.00			78.37
01-003263	NETBANK	MARCH REC EFT PROCESSING FEES	111.42	111.42-	000000	4/22/19	0.00
		** TOTALS **	111.42	111.42-			0.00

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PARTIALLY ITEMS DATES:	4/19/2019 THRU 5/09/2019	4/19/2019 THRU 5/09/2019	4/19/2019 THRU 5/09/2019
UNPAID ITEMS DATES :		4/19/2019 THRU 5/09/2019	4/19/2019 THRU 5/09/2019

VENDOR	----- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	-----BALANCE----
01-020208	O'HALLORAN INTERNATIONAL	FILTERS #29	114.03	0.00	000000	0/00/00	114.03
		** TOTALS **	114.03	0.00			114.03
01-020203	OFFICE STOP	COPY PAPER	180.00	0.00	000000	0/00/00	180.00
		** TOTALS **	180.00	0.00			180.00
01-002956	OPN ARCHITECTS INC	LIBRARY FFE DESIGN	4,002.00	0.00	000000	0/00/00	4,002.00
01-002956	OPN ARCHITECTS INC	CITY HALL FFE DESIGN	1,656.00	0.00	000000	0/00/00	1,656.00
01-002956	OPN ARCHITECTS INC	LIBRARY DESIGN SERVICES	8,429.95	0.00	000000	0/00/00	8,429.95
01-002956	OPN ARCHITECTS INC	CITY HALL DESIGN SERVICES	2,359.48	0.00	000000	0/00/00	2,359.48
		** TOTALS **	16,447.43	0.00			16,447.43
01-021050	P & H WHOLESALE INC.	SINK REPAIRS	46.41	46.41-	114461	5/03/19	0.00
01-021050	P & H WHOLESALE INC.	SUPPLIES	11.18	11.18-	114494	5/09/19	0.00
01-021050	P & H WHOLESALE INC.	SUPPLIES	7.69	7.69-	114494	5/09/19	0.00
01-021050	P & H WHOLESALE INC.	SUPPLIES	9.68	9.68-	114494	5/09/19	0.00
01-021050	P & H WHOLESALE INC.	FAUCETS	112.93	0.00	000000	0/00/00	112.93
01-021050	P & H WHOLESALE INC.	RESTROOM REPAIRS	136.83	0.00	000000	0/00/00	136.83
		** TOTALS **	324.72	74.96-			249.76
01-021220	PEPSI BEVERAGES COMPANY	SOCCER CONCESSIONS	202.08	0.00	000000	0/00/00	202.08
		** TOTALS **	202.08	0.00			202.08
01-001949	PERFORMANCE TIRE & SERVIC	#17 - BATTERY	21.20	0.00	000000	0/00/00	21.20
01-001949	PERFORMANCE TIRE & SERVIC	KLAMPE VEHICLE #19-5201	100.00	0.00	000000	0/00/00	100.00
		** TOTALS **	121.20	0.00			121.20
01-000169	PERRY JOHNSON	MARCH MILEAGE - INSPECTIONS	159.50	0.00	000000	0/00/00	159.50
01-000169	PERRY JOHNSON	APRIL MILEAGE - INSPECTIONS	136.30	0.00	000000	0/00/00	136.30
		** TOTALS **	295.80	0.00			295.80
01-002938	PHOTOGRAPHY BY FISCUS	PICTURE	75.00	0.00	000000	0/00/00	75.00
		** TOTALS **	75.00	0.00			75.00
01-001490	PITNEY BOWES/PURCHASE POW	RED INK AND TAPE STRIPS	422.63	422.63-	114486	5/09/19	0.00
		** TOTALS **	422.63	422.63-			0.00
01-021735	POSTMASTER	POSTAGE TO MAIL WATER BILLS	1,562.36	1,562.36-	114445	4/25/19	0.00
01-021735	POSTMASTER	PRESORT 1ST CLASS FEE	235.00	0.00	000000	0/00/00	235.00
		** TOTALS **	1,797.36	1,562.36-			235.00
01-000625	PRODUCTIVITY PLUS ACCOUNT	REPAIR PARTS AND FILTERS	232.82	232.82-	114449	4/30/19	0.00
01-000625	PRODUCTIVITY PLUS ACCOUNT	PARTS	53.64	53.64-	114449	4/30/19	0.00
01-000625	PRODUCTIVITY PLUS ACCOUNT	OIL	206.24	206.24-	114449	4/30/19	0.00

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UNPAID ITEMS DATES :		4/19/2019 THRU 5/09/2019	4/19/2019 THRU 5/09/2019

VENDOR	----- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----BALANCE----
01-000625	PRODUCTIVITY PLUS ACCOUNT	SUPPLIES	10.53	10.53-	114449	4/30/19	0.00
		** TOTALS **	503.23	503.23-			0.00
01-003173	R & R RENTAL	GAS & ELECTRIC BILLS	421.62	421.62-	114406	4/23/19	0.00
01-003173	R & R RENTAL	WATER BILL	82.40	82.40-	114456	5/03/19	0.00
		** TOTALS **	504.02	504.02-			0.00
01-001136	R & R SEPTIC SERVICE INC	PORTABLE RESTROOM RENTAL	146.80	0.00	000000	0/00/00	146.80
		** TOTALS **	146.80	0.00			146.80
01-023640	RAY'S REFUSE SERVICE	APRIL GARBAGE PICKUP	1,158.64	0.00	000000	0/00/00	1,158.64
01-023640	RAY'S REFUSE SERVICE	APRIL 2019 TRASH COLLECTIONS	33,401.67	33,401.67-	114495	5/09/19	0.00
		** TOTALS **	34,560.31	33,401.67-			1,158.64
01-023815	REGION XII COG	APRIL TAXI PROGRAM DONATIONS	3,450.00	3,450.00-	114496	5/09/19	0.00
		** TOTALS **	3,450.00	3,450.00-			0.00
01-000459	ROTERT CONSTRUCTION	SIDEWALK REPL. 526 GRANADA	880.00	0.00	000000	0/00/00	880.00
		** TOTALS **	880.00	0.00			880.00
01-024630	RUTTEN'S VACUUM CENTER	VACUUM BAGS	21.98	0.00	000000	0/00/00	21.98
		** TOTALS **	21.98	0.00			21.98
01-025015	SCHECK'S PLUMBING & HTG.	WATERMAIN BREAK 801 E 18TH	1,588.00	0.00	000000	0/00/00	1,588.00
		** TOTALS **	1,588.00	0.00			1,588.00
01-001596	SCHROEDER'S	CLUBHOUSE SIDING	340.00	0.00	000000	0/00/00	340.00
		** TOTALS **	340.00	0.00			340.00
01-000215	SCOTT PARCHER	STEEL TOED BOOTS	133.74	133.74-	114454	5/03/19	0.00
		** TOTALS **	133.74	133.74-			0.00
01-000612	SENECA COMPANIES	FREE PRODUCT RECOVERY	1,207.00	0.00	000000	0/00/00	1,207.00
		** TOTALS **	1,207.00	0.00			1,207.00
01-002173	SERVICEMASTER BY RICE	CHAIR CLEANING	200.00	0.00	000000	0/00/00	200.00
		** TOTALS **	200.00	0.00			200.00
01-003423	SHELLEY KLOCKE	LEISURE PROGRAM REFUND	50.00	0.00	000000	0/00/00	50.00
		** TOTALS **	50.00	0.00			50.00
01-000155	SHIVE HATTERY INC	TRAILS	36,321.90	0.00	000000	0/00/00	36,321.90
		** TOTALS **	36,321.90	0.00			36,321.90

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VENDOR	----- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	-----BALANCE----
01-025333	SNYDER & ASSOCIATES INC.	US 30 & GRANT RD CONSTRUCTION	1,550.00	0.00	000000	0/00/00	1,550.00
		** TOTALS **	1,550.00	0.00			1,550.00
01-004178	SOLID WASTE MANAGEMENT CO	BACKBOARD DISPOSAL FEES	9.00	0.00	000000	0/00/00	9.00
		** TOTALS **	9.00	0.00			9.00
01-025606	SOPPE CHIROPRACTIC CLINIC	PRE-EMP PHYSICALS	320.00	0.00	000000	0/00/00	320.00
		** TOTALS **	320.00	0.00			320.00
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
01-003435	STEVEN PUDENZ	ILEA MILEAGE 16 WEEKS	1,540.48	1,540.48-	114490	5/09/19	0.00
		** TOTALS **	1,540.48	1,540.48-			0.00
01-025880	STONE PRINTING CO.	AQUATIC ONE DAY ADMISSION PASS	78.00	0.00	000000	0/00/00	78.00
01-025880	STONE PRINTING CO.	OFFICE SUPPLIES	19.38	0.00	000000	0/00/00	19.38
01-025880	STONE PRINTING CO.	SUPPLIES	25.99	0.00	000000	0/00/00	25.99
01-025880	STONE PRINTING CO.	SUPPLIES	21.96	0.00	000000	0/00/00	21.96
01-025880	STONE PRINTING CO.	OFFICE SUPPLIES	2.74	0.00	000000	0/00/00	2.74
01-025880	STONE PRINTING CO.	SUPPLIES	9.99	0.00	000000	0/00/00	9.99
01-025880	STONE PRINTING CO.	FLASH DRIVES	35.96	0.00	000000	0/00/00	35.96
		** TOTALS **	194.02	0.00			194.02
01-002682	STOREY KENWORTHY/MATT PAR	LASER CHECKS	249.00	0.00	000000	0/00/00	249.00
		** TOTALS **	249.00	0.00			249.00
01-026401	TEN POINT CONSTRUCTION CO	STREET REHAB 19 #1	462,827.18	0.00	000000	0/00/00	462,827.18
		** TOTALS **	462,827.18	0.00			462,827.18
01-001566	THE WALLING COMPANY INC.	REMOVE/INSPECT PUMP COVER	1,500.00	0.00	000000	0/00/00	1,500.00
		** TOTALS **	1,500.00	0.00			1,500.00
01-027060	TREASURER OF IOWA	SALES TAX	8,348.00	8,348.00-	000000	4/25/19	0.00
01-027060	TREASURER OF IOWA	MARCH SALES TAX	5,068.00	5,068.00-	000000	4/30/19	0.00
01-027060	TREASURER OF IOWA	4/16-4/30/2019 SALES TAX	8,925.00	8,925.00-	000000	5/07/19	0.00
		** TOTALS **	22,341.00	22,341.00-			0.00
01-027092	TRUE PITCH INC	FLEX-A-CLAY	982.50	0.00	000000	0/00/00	982.50
		** TOTALS **	982.50	0.00			982.50
01-003220	TURFWERKS	FUEL PUMP	118.78	0.00	000000	0/00/00	118.78
01-003220	TURFWERKS	ROLLER	383.19	0.00	000000	0/00/00	383.19
01-003220	TURFWERKS	TOOL FOR IRRIGATION SYSTEM	109.45	0.00	000000	0/00/00	109.45

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UNPAID ITEMS DATES :		4/19/2019 THRU 5/09/2019	4/19/2019 THRU 5/09/2019

VENDOR	----- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----BALANCE----
		** TOTALS **	611.42	0.00			611.42
01-001088 TYLER TECHNOLOGIES		ONLINE BILLING ACCESS	180.00	0.00	000000	0/00/00	180.00
		** TOTALS **	180.00	0.00			180.00
01-028168 UNITED PARCEL SERVICE		FREIGHT W/E 4/13/2019	102.79	102.79-	114407	4/23/19	0.00
01-028168 UNITED PARCEL SERVICE		FREIGHT W/E 4/20/2019	25.69	25.69-	114446	4/25/19	0.00
		** TOTALS **	128.48	128.48-			0.00
01-028174 UNITED STATES CELLULAR		CELL PHONES	271.18	271.18-	114447	4/25/19	0.00
		** TOTALS **	271.18	271.18-			0.00
01-002449 UNITYPOINT CLINIC-OCCUPAT		PRE EMPLOYMENT DRUG TESTING	210.00	0.00	000000	0/00/00	210.00
		** TOTALS **	210.00	0.00			210.00
01-028275 UPTOWN SPORTING GOODS		GUARD SUIT	43.00	0.00	000000	0/00/00	43.00
01-028275 UPTOWN SPORTING GOODS		GUARD SUIT	28.00	0.00	000000	0/00/00	28.00
01-028275 UPTOWN SPORTING GOODS		SOCCER BALLS	36.00	0.00	000000	0/00/00	36.00
01-028275 UPTOWN SPORTING GOODS		SOFTBALL FIELD 1ST BASE	60.00	0.00	000000	0/00/00	60.00
01-028275 UPTOWN SPORTING GOODS		GUARD SUIT	40.00	0.00	000000	0/00/00	40.00
01-028275 UPTOWN SPORTING GOODS		GUARD SUIT	30.00	0.00	000000	0/00/00	30.00
		** TOTALS **	237.00	0.00			237.00
01-028435 UTILITY EQUIPMENT COMPANY		MANHOLE RISER AND SUPPLIES	3,502.80	0.00	000000	0/00/00	3,502.80
01-028435 UTILITY EQUIPMENT COMPANY		REPAIR CLAMP	95.06	0.00	000000	0/00/00	95.06
		** TOTALS **	3,597.86	0.00			3,597.86
01-028814 VAN METER COMPANY, THE		PUMP RELAYS - LIFT STATION	1,697.80	0.00	000000	0/00/00	1,697.80
01-028814 VAN METER COMPANY, THE		MICROSWITCH	16.89	0.00	000000	0/00/00	16.89
01-028814 VAN METER COMPANY, THE		SUPPLIES	57.76	0.00	000000	0/00/00	57.76
		** TOTALS **	1,772.45	0.00			1,772.45
01-029010 VEENSTRA & KIMM INC.		WWTP DISINFECTION IMP #2	1,859.12	0.00	000000	0/00/00	1,859.12
01-029010 VEENSTRA & KIMM INC.		WWTP FACILITY PLAN	1,772.69	0.00	000000	0/00/00	1,772.69
		** TOTALS **	3,631.81	0.00			3,631.81
01-029013 VERIZON WIRELESS		AIR CARDS	280.09	280.09-	114497	5/09/19	0.00
01-029013 VERIZON WIRELESS		CELL PHONES	320.20	320.20-	114497	5/09/19	0.00
		** TOTALS **	600.29	600.29-			0.00
01-029009 VESSCO INC.		EQUIPMENT REPAIRS	363.20	0.00	000000	0/00/00	363.20
		** TOTALS **	363.20	0.00			363.20
01-002468 VFW		FLAG	20.00	0.00	000000	0/00/00	20.00

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VENDOR	----- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----BALANCE----
** TOTALS **			20.00	0.00			20.00
01-030120	WAL-MART STORE #01-1787	SOCCER CONCESSIONS	42.78	0.00	000000	0/00/00	42.78
01-030120	WAL-MART STORE #01-1787	PHONE CORD CRO DESK	4.37	0.00	000000	0/00/00	4.37
01-030120	WAL-MART STORE #01-1787	SUPPLIES	64.23	0.00	000000	0/00/00	64.23
01-030120	WAL-MART STORE #01-1787	DVDS FOR RECORDINGS	19.97	0.00	000000	0/00/00	19.97
** TOTALS **			131.35	0.00			131.35
01-000395	WAYNE ZIMNY	REFUND GOLF ACH MEMBERSHIP	903.00	0.00	000000	0/00/00	903.00
** TOTALS **			903.00	0.00			903.00
01-000618	WEBER, TOM	STEEL TOED BOOTS	118.76	118.76-	114448	4/30/19	0.00
** TOTALS **			118.76	118.76-			0.00
01-003432	WEST CENTRAL IOWA CONCRET	INSTALL FLAG POLE FOOTING	1,000.00	0.00	000000	0/00/00	1,000.00
** TOTALS **			1,000.00	0.00			1,000.00
01-001581	WESTRUM LEAK DETECTION	LEAK ON GRANADA ROAD	565.00	0.00	000000	0/00/00	565.00
** TOTALS **			565.00	0.00			565.00
01-003291	WORLDPAY INTEGRATED PAYME	CC PROCESSING FEES	220.14	220.14-	000000	4/22/19	0.00
** TOTALS **			220.14	220.14-			0.00
01-000386	ZIMCO SUPPLY CO	TURF SUPPLIES	3,648.50	0.00	000000	0/00/00	3,648.50
01-000386	ZIMCO SUPPLY CO	CHEMICALS	2,881.50	0.00	000000	0/00/00	2,881.50
** TOTALS **			6,530.00	0.00			6,530.00
* Payroll Expense			326,278.69				

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	GROSS	PAYMENTS	BALANCE
PAID ITEMS	561,259.56	561,259.56CR	0.00
PARTIALLY PAID	0.00	0.00	0.00
UNPAID ITEMS	1,117,326.08	0.00	1,117,326.08
VOID ITEMS	0.00	0.00	0.00
** TOTALS **	1,678,585.64	561,259.56CR	1,117,326.08

U N P A I D R E C A P

UNPAID INVOICE TOTALS	1,117,363.85
UNPAID DEBIT MEMO TOTALS	0.00
UNAPPLIED CREDIT MEMO TOTALS	37.77CR
** UNPAID TOTALS **	1,117,326.08

05-09-2019 11:23 AM
VENDOR SET: 01 City of Carroll
REPORTING: PAID, UNPAID, PARTIAL

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

PAGE: 16
BANK: AP

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	4/19/2019 THRU 5/09/2019	4/19/2019 THRU 5/09/2019	4/19/2019 THRU 5/09/2019
PARTIALLY ITEMS DATES:	4/19/2019 THRU 5/09/2019	4/19/2019 THRU 5/09/2019	4/19/2019 THRU 5/09/2019
UNPAID ITEMS DATES :		4/19/2019 THRU 5/09/2019	4/19/2019 THRU 5/09/2019

FUND TOTALS

001	GENERAL FUND	221,441.14
010	HOTEL/MOTEL TAX	468.97
110	ROAD USE TAX FUND	78,194.23
167	REC CENTER TRUST FUND	775.08
178	CRIME PREV/SPEC PROJECTS	280.09
179	POLICE K9 FUND	16.00
304	C.P. STREETS	464,954.68
309	C.P. - CORRIDOR OF COMM.	15,164.63
311	C.P.-PARKS & RECREATION	36,321.90
315	LIBRARY/CITY HALL REMODEL	423,745.58
600	WATER UTILITY FUND	43,036.16
602	WATER UTILITY CAP. IMP.	15,325.00
610	SEWER UTILITY FUND	32,062.30
612	SEWER UTILITY CAP. IMP.	3,631.81
620	STORM WATER UTILITY	1,115.00
621	STORM WATER CAP. IMP.	1,560.00
850	MEDICAL INSURANCE FUND	14,214.38
	* PAYROLL EXPENSE	326,278.69

GRAND TOTAL 1,678,585.64

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 *MSB-U*

FROM: Brad Burke, Chief of Police *BB*

DATE: May 9, 2019

RE: New & Renewal of License

The following establishments have made application for a new license:

Dolly's Bar & Grill (at Carroll Cycle Center)

New 6-month Class "B" Beer Permit (includes Wine Coolers) with Outdoor Sales

Casey's General Store #3025

613 Hwy 30 West

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

The following establishment has made application for renewal of license:

Hy-Vee

905 Hwy 30 West

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

RECOMMENDATION: Council consideration and approval of these applications.

City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Honorable Mayor and Members of the City Council

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

DATE: May 8, 2019

SUBJECT: Appointments to Committees, Commissions and Boards

The Parks, Recreation and Cultural Advisory Board has three members whose terms will expire on May 31st. The following members have agreed to be re-appointed.

Members of the Committee are appointed by Council:

Parks, Recreation and Cultural Advisory Board	Matt Hodges	Term Expires 05-31-22
	Jeff Aden	Term Expires 05-31-22
	Brook Mikkelsen	Term Expires 05-31-22

RECOMMENDATION: Motion to appoint Matt Hodges, Jeff Aden and Brook Mikkelsen to the Parks, Recreation and Cultural Advisory Board for a three (3) year term expiring May 31, 2022.



National Foster Care Month Proclamation

WHEREAS, May is National Foster Care Month and in Iowa there are hundreds of children and youth in foster care being provided with a safe and stable home, with the compassion and nurture of a foster family; and

WHEREAS, there is no task more important than ensuring all Iowa children grow up healthy and safe; and

WHEREAS, foster, kinship, and adoptive families, who open their hearts and homes to children during times of crisis, play a vital role in helping families heal and reconnect thereby launching Iowa youth into successful adulthood; and

WHEREAS, foster families work hard to ensure children remain in their communities and schools, resulting in a continual need for more foster families in counties across Iowa; and

WHEREAS, all young people in or leaving foster care deserve to have a permanent, meaningful connection to caring adults who become a supportive and lasting presence in their lives; and

WHEREAS, the Iowa Department of Human Services and LSI Foster Care and Adoption, and numerous individuals and organizations work to increase public awareness of the needs of children in foster care, as well as the dedicated and valuable contributions of foster parents; and

NOW THEREFORE, I, Jerry Fleshner, by virtue of the authority vested in me as the Mayor Pro Tem of the City of Carroll, do hereby proclaim May 2019 as Foster Care Month in Carroll, Iowa and urge all Iowans to help children in foster care build their brightest futures.

Jerry Fleshner, Mayor Pro Tem

City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

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

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

DATE: May 7, 2019

SUBJECT: FY 2020 Health Insurance Renewal

The City's health insurance coverage, Wellmark Blue Access (HMO Plan) and Alliance Select (PPO Plan), has a renewal date of July 1, 2019. The City works with a health insurance consultant from West Des Moines, Benefit Source, Inc. (BSI). Debbie Dean, BSI representative, plans to attend the Council meeting to discuss this matter further.

Since it is generally less expensive to pay a portion of the claim expense than to pay an insurance company to insure all of the claim exposure, the city explored purchasing a higher deductible plan than what has been negotiated as part of the union contracts. The FY 2014 budget initiated a health insurance internal service fund to help pay for the unknown buy down/risk of medical expenses that may occur in any year. When the FY 2020 budget was prepared, it was re-estimated that this reserve fund balance would be approximately \$838,979 on June 30, 2019. Based upon activity through April 30, 2019, the anticipated June 30, 2019 balance might be slightly higher than the FY 2019 re-estimated ending balance. The June 30, 2019 balance will be largely determined by the amount of partial self-funding claims that are paid during the remainder of the fiscal year.

The health insurance renewal for July 1, 2017 increased the Blue Access deductible from \$3,000 to \$5,000 (single)/from \$6,000 to \$10,000 (family) and the out-of-pocket maximum from \$6,350 to \$7,150 (single)/from \$12,700 to \$14,300 (family). Even though the increase in deductible and out-of-pocket maximum exposed the city to a little bit more risk, the total claims reimbursed this fiscal year are expected to be within budgeted amounts.

Wellmark has reviewed the city's plans and has quoted a very slight decrease (-0.11%) to the premium for the Blue Access plan and a slight decrease (-1.02%) to the premium for the Alliance Select plan effective July 1, 2019.

The FY 2020 budget was prepared assuming an increase of 5% to the COBRA rate and an increase of 10% for the health insurance premiums. Since the health insurance premiums from Wellmark will be just about the same as the prior year, City staff would recommend no change to the COBRA rate for the Blue Access plan.



The unknown each year is the dollar amount of claims that will be reimbursed. If the claims continue to be similar to past years, the fund will remain strong.

The approved FY 2020 budget was prepared to continue the health insurance internal service fund. This reserve fund is only for health insurance purposes and will be used to help minimize health insurance increases in the future.

RECOMMENDATION: Council review and approval of the attached resolution entering into a contract with Wellmark effective July 1, 2019 for health insurance benefits for the Blue Access (HMO) and Alliance Select (PPO) Plans and setting the Blue Access COBRA rates at \$499.28/month for a single health insurance plan and \$1,097.71/month for a family health insurance plan and the Alliance Select COBRA rates at \$576.13/month for a single health insurance plan and \$1,387.83/month for a family health insurance plan.

RESOLUTION NO. _____

**A RESOLUTION APPROVING A CONTRACT WITH WELLMARK FOR GROUP HEALTH
INSURANCE COVERAGE AND SETTING COBRA RATES FOR FY 2020**

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

WHEREAS, it is determined that the approval of a contract with Wellmark effective July 1, 2019 to June 30, 2020 for group health insurance coverage is in the best interest of the City of Carroll, Iowa; and

NOW, THEREFORE, BE IT RESOLVED that a contract with Wellmark for group health insurance coverage, be authorized and approved, and that the Group Administrator is authorized to execute the contract on behalf of the City of Carroll and set the Blue Access Plan COBRA rates at \$499.28/month for a single health insurance plan and \$1,097.71/month for a family health insurance plan and the Alliance Select COBRA rates at \$576.13/month for a single health insurance plan and \$1,387.83/month for a family health insurance plan.

PASSED AND APPROVED by the City Council of the City of Carroll, Iowa, this 13th day of May, 2019.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

BY: _____
Jerry Fleshner, Mayor Pro Tem

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Honorable Mayor and City Council Members
FROM: Mike Pogge-Weaver, City Manager *MJPW*
DATE: May 7, 2019
SUBJECT: Discussion on the project timeline for the Carroll Recreation Center Improvement Project

The City has been discussing improvements at the Carroll Recreation Center since 2006. The project is listed in the City's five-year Capital Improvement Program (CIP) with construction starting in 2021. The 2018/2019 goal setting work plan has the following dates for the project:

April 1, 2019	Kick off meeting on Concept Design Contract
August 1, 2019	Completion of Concept Plan and preliminary cost estimate
November 15, 2019	Presentation of final layout and renderings
March 3, 2020	Referendum
May 1, 2020	Start of construction plans
December 15, 2020	Approval of construction plans
April 1, 2021	Start construction

In discussions with RDG, they have suggested that City could accelerate the timeline for the project and start construction as early as the summer of 2020. Based on discussions with them, the following is a possible timeline for the project:

May 29, 2019	Kick off meeting
August 2019	RDG delivers final concept plan and preliminary cost estimate
September 2019	City Council Sets November Referendum
November 5, 2019	Referendum
Late November 2019	Start of construction plans
June 2020	Approval of construction plans
July 2020	Start construction

To understand the impact of moving the project up a year to the City's debt structure, City Staff has worked with Susanne Gerlach of PFM Financial Advisors to update the bonding scenarios for the project. Attached are these scenarios. Option A was previously reviewed by the Council in January and plans for construction on the Rec Center Improvement project in 2021. Option B moves the Rec Center Improvement project to 2020.

1869 *Carroll* 2019
150
YEARS

Based on current interest rate projections and our current debt structure, the scenarios from PFM show that the project can be moved up a year while keeping the City's overall debt service levy at or below \$1.81. Additionally, based on moving the project up a year and changes in interest rates the City is projected to pay \$415,569 less in interest payments over the life of the bonds if the project is moved up a year.

Finally, moving the project up a year should result in construction cost savings for the City. This could save approximately \$430,000 in construction cost related for the improvements to the pool, locker room, and east site addition. The steering committee has discussed the desire of adding a raised walking track to the project. Due to this, the overall construction cost has not been changed. An updated construction cost estimated will be completed once a final concept plan and cost estimate is completed in August.

The Council is asked to review this information and give direction approving moving up the project timeline as outlined above.

RECOMMENDATION: Mayor and City Council review the bonding options provided by PFM and approve by motion moving the estimated construction timeline for the project to July 2020.

Summary of Bonding Options

Scenario	Year Issued	Term	Par Amount of Bonds	Total Interest	Capitalized Interest	Total Debt Service	Construction Proceeds	Maximum Levy Rate
Option A - Street Imprvmt. & 2021 Rec Center	Series	Years	\$ 10,270,000	\$ 4,212,307	\$ (75,548)	\$ 14,406,759	\$ 9,985,000	\$1.81
Street Improvements & Fire Truck	Series 2019A	9.8	\$ 1,495,000	\$ 263,871	\$ -	\$ 1,758,871	\$ 1,450,000	\$1.53
Rec Center Pool, Locker Room & East Side Gym	Series 2021A	16.7	\$ 8,775,000	\$ 3,948,436	\$ (75,548)	\$ 12,647,888	\$ 8,535,000	\$1.81
Option B - Street Imprvmt. & 2020 Rec Center	Series	Years	\$ 10,305,000	\$ 3,770,819	\$ (122,373)	\$ 13,953,446	\$ 9,985,000	\$1.81
Street Improvements & Fire Truck	Series 2019A	4.8	\$ 1,505,000	\$ 216,127	\$ -	\$ 1,721,127	\$ 1,450,000	\$1.81
Rec Center Pool, Locker Room & East Side Gym	Series 2020A	16.7	\$ 8,800,000	\$ 3,554,692	\$ (122,373)	\$ 12,232,319	\$ 8,535,000	\$1.81

CITY OF CARROLL, IOWA
Projection of Debt Service Levy & Tax Rate Impact

EXHIBIT A-1
OPTION A
Street Improvements & Firetruck

TAX RATE IMPACT	
Fiscal Year 2018-19	(\$0.40)
Fiscal Year 2019-20	\$0.65
Fiscal Year 2020-21	\$0.01
Fiscal Year 2021-22	(\$0.03)

Fiscal Year 2021-22			(\$0.03)											CIP	CIP	Ref & Streets	Adv Ref 2008	CIP	CIP	CIP	Library & CIP	Str Imprvmt Fire Truck			
Fiscal Year Payable	Total Tax Valuation	Taxable Value Growth	Tax Rate Per \$1,000	Abatements				TOTAL Resources	Outstanding Debt Issues								Proposed GO Bonds 2019A	Fiscal Fees	Other Uses	TOTAL Uses	Surplus (Deficit)	Ending Balance			
				Current Taxes Levied	LOST Revenues	(1) 2006 Ashwood TIF	Other Sources		GO Series 2008	GO Series 2010A/13	GO Series 2014	GO Series 2015A	GO Series 2016A	GO Series 2016B	GO Note 2018A	GO Bonds 2018B									
2015 - 2016	505,407,544	(0.9%)	1.28846	651,197	399,730 *	34,318	35,328	1,120,573	170,953	236,293	308,848	0	386,070							2,500	1,746,128	2,850,790	(1,730,217)	95,412	
2016 - 2017	507,314,135	0.4%	1.28762	653,228	352,736 *	32,207	21,996	1,060,167			312,170	179,990	268,933	298,745						2,500		1,062,337	(2,169)	93,243	
2017 - 2018	515,496,419	1.6%	1.28014	659,908	379,255 *	32,883	51,135	1,123,181					283,828	262,210	340,058	205,491				2,000		1,093,586	29,595	122,838	
2018 - 2019	550,295,467	6.8%	0.87898	483,699	400,694 *	34,456	16,328	935,177					281,228		292,223					1,000		971,485	(36,309)	86,529	
2019 - 2020	565,809,838	2.8%	1.53008	865,734	415,812 *	31,605	25,372	1,338,523					282,978		294,523					2,000		1,330,226	8,297	94,826	
2020 - 2021	559,931,607	(1.0%)	1.53789	861,111	389,141 *	31,605		1,281,857					284,400		291,498					177,864	1,800	1,281,857		94,826	
2021 - 2022	568,922,466	1.6%	1.50431	855,836	389,141 *	31,605		1,276,582					290,080		298,060					153,747	1,800	1,276,582		94,826	
2022 - 2023	561,999,202	(1.2%)	1.18211	664,345	389,141 *	31,605		1,085,091					285,180		299,070					323,825	175,216	1,800	1,085,091		94,826
2023 - 2024	569,981,197	1.4%	0.67179	382,910	389,141 *	31,605		803,656							299,720					326,288	175,848	1,800	803,656		94,826
2024 - 2025	562,234,313	(1.4%)	0.15030	84,506	389,141 *	31,605		505,252												323,415	181,237	600	505,252		94,826
2025 - 2026	567,831,964	1.0%	0.14346	81,460	389,141 *	31,605		502,206												325,375	176,231	600	502,206		94,826
2026 - 2027	573,510,283	1.0%	0.13598	77,985	389,141 *	31,605		498,731											327,000	171,131	600	498,731		94,826	
2027 - 2028	579,245,386	1.0%	0.18238	105,641	389,141 *	0		494,782											323,290	170,892	600	494,782		94,826	
2028 - 2029	585,037,840	1.0%	0.15591	91,212	389,141 *			480,353											324,413	155,340	600	480,353		94,826	
2029 - 2030	590,888,218	1.0%	-0.10821	(63,941)	389,141 *			325,200											325,200			325,200		94,826	
2030 - 2031	596,797,101	1.0%	-0.10638	(63,489)	389,141 *			325,653											325,653			325,653		94,826	
2031 - 2032	602,765,072	1.0%	-0.10513	(63,371)	389,141 *			325,770											325,770			325,770		94,826	
2032 - 2033	608,792,722	1.0%	-0.10445	(63,589)	389,141 *			325,553											325,553			325,553		94,826	
2033 - 2034	614,880,650	1.0%	-0.63287	(389,141)	389,141 *																			94,826	
2034 - 2035	621,029,456	1.0%	-0.62661	(389,141)	389,141 *																			94,826	
2035 - 2036	627,239,751	1.0%	-0.62040	(389,141)	389,141 *																			94,826	
2036 - 2037	633,512,148	1.0%	-0.61426	(389,141)	389,141 *																			94,826	
2037 - 2038	639,847,270	1.0%	-0.60818	(389,141)	389,141 *																			94,826	

City of Carroll, Iowa

Proposed General Obligation Bonds, Series 2019A

EXHIBIT A-2

SOURCES & USES	
SOURCES	
Par Amount of Bonds	1,495,000.00
Accrued Interest	
Other Monies	

Total Sources	1,495,000.00
USES	
Deposit to Construction Account	1,450,000.00
Deposit to Reserve Account	
Capitalized Interest Account	0.00
Municipal Bond Insurance	
Underwriters' Discount (\$7.50 per bond)	11,212.50
Costs of Issuance	31,000.00
Accrued Interest	
Rounding Amount	2,787.50

Total Uses	1,495,000.00
ASSUMPTIONS	
Dated Date	9/1/2019
Delivery Date	9/1/2019
First Interest Date	6/1/2020
First Principal Date	6/1/2020
Last Principal Date	6/1/2029

Arbitrage Yield	3.32934%
TIC	3.48961%
AIC	3.94217%
Average Life	5.29 Years

PROJECTS FINANCED:	
Street Improvements	\$ 1,000,000
Fire Truck	450,000
Reserved	-
Reserved	-

	\$ 1,450,000

Street Improvements & Fire Truck

DEBT SERVICE SCHEDULE						
Date	Principal	Coupon	Interest	Debt Service	Annual Debt Service	

0.75 6/1/2020	185,000	3.040%	36,366	221,366	221,366	
12/1/2020			21,432	21,432		
1.75 6/1/2021	135,000	3.050%	21,432	156,432	177,864	
12/1/2021			19,373	19,373		
2.75 6/1/2022	115,000	3.070%	19,373	134,373	153,747	
12/1/2022			17,608	17,608		
3.75 6/1/2023	140,000	3.120%	17,608	157,608	175,216	
12/1/2023			15,424	15,424		
4.75 6/1/2024	145,000	3.180%	15,424	160,424	175,848	
12/1/2024			13,119	13,119		
5.75 6/1/2025	155,000	3.230%	13,119	168,119	181,237	
12/1/2025			10,615	10,615		
6.75 6/1/2026	155,000	3.290%	10,615	165,615	176,231	
12/1/2026			8,066	8,066		
7.75 6/1/2027	155,000	3.380%	8,066	163,066	171,131	
12/1/2027			5,446	5,446		
8.75 6/1/2028	160,000	3.470%	5,446	165,446	170,892	
12/1/2028			2,670	2,670		
9.75 6/1/2029	150,000	3.560%	2,670	152,670	155,340	
12/1/2029						
10.75 6/1/2030						
12/1/2030						
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12/1/2038						
19.75 6/1/2039						
12/1/2039						

	1,495,000		263,871	1,758,871	1,758,871	
Scale : MMD Aaa as of 01-22-2019 + NR/BQ credit + 100 bps timing.						

CITY OF CARROLL, IOWA
Projection of Debt Service Levy & Tax Rate Impact

EXHIBIT A-3

OPTION A

Street Improvements & Firetruck
Rec Center, Locker Rooms & East Gym in 2021

TAX RATE IMPACT	
Fiscal Year 2018-19	(\$0.40)
Fiscal Year 2019-20	\$0.65
Fiscal Year 2020-21	\$0.01
Fiscal Year 2021-22	\$0.28

Fiscal Year 2020-21			\$0.01																	East Gym**		
Fiscal Year 2021-22			\$0.28																	Rec Pool**		
																				Rec Addn**		
																				Fire Truck		
																				Library & CIP		
																				Str Imprvmt		
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* - Reflects the 25% local option sales tax receipts plus some excess of the 75% portion.

** - Project is subject to voter approval.

(1) Incorporated TIF revenue from the Urban Renewal Area to abate a portion of the \$515,000 General Obligation Capital Loan Notes, Series 2006

City of Carroll, Iowa

Proposed G. O. Capital Loan Notes, Series 2021A

EXHIBIT A-4

Recreation Center Pool, Locker Rooms & East Side Gym

SOURCES & USES		
SOURCES		
Par Amount of Bonds	8,775,000.00	
Accrued Interest		
Cash Contribution (LOST)	1,000,000.00	0.67

Total Sources	9,775,000.00	1.67
USES		
Deposit to Construction Account	9,535,000.00	
Deposit to Reserve Account		
Capitalized Interest Account	75,547.60	
Municipal Bond Insurance		
Underwriters' Discount (\$12.50 per bond)	109,687.50	5.67
Costs of Issuance	52,000.00	6.67
Accrued Interest		
Rounding Amount	2,764.90	7.67

Total Uses	9,775,000.00	8.67
ASSUMPTIONS		
Dated Date	10/1/2021	
Delivery Date	10/1/2021	11.67
First Interest Date	6/1/2022	
First Principal Date	6/1/2022	12.67
Last Principal Date	6/1/2038	
Arbitrage Yield	4.23990%	15.67
TIC	4.39287%	16.67
AIC	4.46632%	
Average Life	10.56 Years	17.67
PROJECTS FINANCED:		
Rec Cntr Pool, Locker Rooms & E Gym	\$ 9,535,000	19.67
Reserved	-	
Reserved	-	
Reserved	-	

	\$ 9,535,000	

DEBT SERVICE SCHEDULE							
Date	Principal	Coupon	Interest	Debt Service	Capitalized Interest	Annual Debt Service	

6/1/2022	0	3.540%	241,752	241,752	(66,482)	175,270	
12/1/2022			181,314	181,314	(9,066)		
6/1/2023	0	3.550%	181,314	181,314		353,563	
12/1/2023			181,314	181,314			
6/1/2024	290,000	3.570%	181,314	471,314		652,629	
12/1/2024			176,138	176,138			
6/1/2025	465,000	3.620%	176,138	641,138		817,276	
12/1/2025			167,721	167,721			
6/1/2026	485,000	3.680%	167,721	652,721		820,443	
12/1/2026			158,797	158,797			
6/1/2027	500,000	3.730%	158,797	658,797		817,595	
12/1/2027			149,472	149,472			
6/1/2028	500,000	3.790%	149,472	649,472		798,945	
12/1/2028			139,997	139,997			
6/1/2029	540,000	3.880%	139,997	679,997		819,995	
12/1/2029			129,521	129,521			
6/1/2030	560,000	3.970%	129,521	689,521		819,043	
12/1/2030			118,405	118,405			
6/1/2031	585,000	4.060%	118,405	703,405		821,811	
12/1/2031			106,530	106,530			
6/1/2032	610,000	4.160%	106,530	716,530		823,060	
12/1/2032			93,842	93,842			
6/1/2033	635,000	4.250%	93,842	728,842		822,684	
12/1/2033			80,348	80,348			
6/1/2034	660,000	4.320%	80,348	740,348		820,696	
12/1/2034			66,092	66,092			
6/1/2035	690,000	4.390%	66,092	756,092		822,184	
12/1/2035			50,947	50,947			
6/1/2036	720,000	4.450%	50,947	770,947		821,893	
12/1/2036			34,927	34,927			
6/1/2037	750,000	4.520%	34,927	784,927		819,853	
12/1/2037			17,977	17,977			
6/1/2038	785,000	4.580%	17,977	802,977		820,953	
12/1/2038							
6/1/2039							
12/1/2039							
6/1/2040							
12/1/2040							
6/1/2041							
12/1/2041							

	8,775,000		3,948,436	12,723,436	(75,548)	12,647,888	
Scale : MMD Aaa as of 01-22-2019 + 35 bps for credit (Aa2/BQ)							
+ 150 bps for timing.							

CITY OF CARROLL, IOWA
Projection of Debt Service Levy & Tax Rate Impact

EXHIBIT 1

Series 2019 - Street Improvements & Firetruck
Series 2020 - Rec Center, Locker Rooms & East Gym

TAX RATE IMPACT	
Fiscal Year 2018-19	(\$0.40)
Fiscal Year 2019-20	\$0.65
Fiscal Year 2020-21	\$0.29
Fiscal Year 2021-22	(\$0.00)

			Fiscal Year 2020-21 Fiscal Year 2021-22	\$0.29 (\$0.00)													East Gym**											
											CIP	CIP	Ref & Streets	Adv Ref 2008	CIP	CIP	CIP	Library & CIP	Str Imprvmt	Rec Pool**								
					Abatements					Outstanding Debt Issues										Proposed GO Bonds		Proposed GO Series						
Fiscal Year Payable	Total Tax Valuation	Taxable Value Growth	Tax Rate Per \$1,000	Current Taxes Levied	LOST Revenues	(1) 2006 Ashwood TIF	Other Sources	TOTAL Resources	GO Series 2008	GO Series 2010A/13	GO Series 2014	GO Series 2015A	GO Series 2016A	GO Series 2016B	GO Note 2018A	GO Bonds 2018B	Proposed GO Bonds 2019A	Proposed GO Series 2020A	Fiscal Fees	Other Uses	TOTAL Uses	Surplus (Deficit)	Ending Balance					
2015 - 2016	505,407,544	(0.9%)	1.28846	651,197	399,730 *	34,318	35,328	1,120,573	170,953	236,293	308,848	0	386,070	1,120,573					2,500	1,746,128	2,850,790	(1,730,217)	95,412					
2016 - 2017	507,314,135	0.4%	1.28762	653,228	352,736 *	32,207	21,996	1,060,167			312,170	179,990	268,933	298,745					2,500		1,062,337	(2,169)	93,243					
2017 - 2018	515,496,419	1.6%	1.28014	659,908	379,255 *	32,883	51,135	1,123,181				283,828	262,210	340,058	205,491				2,000		1,093,586	29,595	122,838					
2018 - 2019	550,295,467	6.8%	0.87898	483,699	400,694 *	34,456	16,328	935,177				281,228		292,223		397,035			1,000		971,485	(36,309)	86,529					
2019 - 2020	565,809,838	2.8%	1.53008	865,734	415,812 *	31,605	25,372	1,338,523				282,978		294,523		529,360	223,398		2,000		1,332,258	6,266	92,795					
2020 - 2021	559,931,607	(1.0%)	1.81658	1,017,161	389,141 *	31,605		1,437,907				284,400		291,498		526,295	133,574	200,341	1,800		1,437,907		92,795					
2021 - 2022	568,922,466	1.6%	1.81510	1,032,651	389,141 *	31,605		1,453,397				290,080		298,060		532,895	136,334	193,629	2,400		1,453,397		92,795					
2022 - 2023	561,999,202	(1.2%)	1.81222	1,018,464	389,141 *	31,605		1,439,210				285,180		299,070		323,825	173,929	354,806	2,400		1,439,210		92,795					
2023 - 2024	569,981,197	1.4%	1.81801	1,036,232	389,141 *	31,605		1,456,978						299,720		326,288	175,507	653,663	1,800		1,456,978		92,795					
2024 - 2025	562,234,313	(1.4%)	1.62815	915,405	389,141 *	31,605		1,336,151								323,415	176,877	834,659	1,200		1,336,151		92,795					
2025 - 2026	567,831,964	1.0%	1.60996	914,190	389,141 *	31,605		1,334,936								325,375	177,987	830,374	1,200		1,334,936		92,795					
2026 - 2027	573,510,283	1.0%	1.59836	916,677	389,141 *	31,605		1,337,423								327,000	173,891	835,332	1,200		1,337,423		92,795					
2027 - 2028	579,245,386	1.0%	1.63046	944,439	389,141 *	0		1,333,580								323,290	174,635	834,456	1,200		1,333,580		92,795					
2028 - 2029	585,037,840	1.0%	1.61365	944,047	389,141 *			1,333,188								324,413	174,998	832,578	1,200		1,333,188		92,795					
2029 - 2030	590,888,218	1.0%	1.30487	771,030	389,141 *			1,160,171								325,200		834,371	600		1,160,171		92,795					
2030 - 2031	596,797,101	1.0%	1.29334	771,864	389,141 *			1,161,005								325,653		834,752	600		1,161,005		92,795					
2031 - 2032	602,765,072	1.0%	1.27673	769,566	389,141 *			1,158,707								325,770		832,337	600		1,158,707		92,795					
2032 - 2033	608,792,722	1.0%	1.26348	769,196	389,141 *			1,158,337								325,553		832,185	600		1,158,337		92,795					
2033 - 2034	614,880,650	1.0%	0.71849	441,784	389,141 *			830,925										830,325	600		830,925		92,795					
2034 - 2035	621,029,456	1.0%	0.71438	443,654	389,141 *			832,795										832,195	600		832,795		92,795					
2035 - 2036	627,239,751	1.0%	0.70674	443,299	389,141 *			832,440										831,840	600		832,440		92,795					
2036 - 2037	633,512,148	1.0%	0.70392	445,939	389,141 *			835,080										834,480	600		835,080		92,795					
2037 - 2038	639,847,270	1.0%	-0.60724	(388,541)	389,141 *			600											600		600		92,795					
																			1,721,127		12,232,319							

* - Reflects the 25% local option sales tax receipts plus some excess of the 75% portion.

** - Project is subject to voter approval.

(1) Incorporated TIF revenue from the Urban Renewal Area to abate a portion of the \$515,000 General Obligation Capital Loan Notes, Series 2006

City of Carroll, Iowa

Proposed General Obligation Capital Loan Notes, Series 2019A

EXHIBIT 2

Street Improvements & Fire Truck

SOURCES & USES	
SOURCES	
Par Amount of Bonds	1,505,000.00
Accrued Interest	
Other Monies	

Total Sources	1,505,000.00
USES	
Deposit to Construction Account	1,450,000.00
Deposit to Reserve Account	
Capitalized Interest Account	0.00
Municipal Bond Insurance	
Underwriters' Discount (\$7.50 per bond)	11,287.50
Costs of Issuance	43,500.00
Accrued Interest	
Rounding Amount	212.50

Total Uses	1,505,000.00
ASSUMPTIONS	
Dated Date	9/1/2019
Delivery Date	9/1/2019
First Interest Date	6/1/2020
First Principal Date	6/1/2020
Last Principal Date	6/1/2029

Arbitrage Yield 2.63500%
TIC 2.78739%
AIC 3.39058%
Average Life 5.43 Years

PROJECTS FINANCED:	
Street Improvements	\$ 1,000,000
Fire Truck	450,000
Reserved	-
Reserved	-

	\$ 1,450,000

DEBT SERVICE SCHEDULE						
Date	Principal	Coupon	Interest	Debt Service	Annual Debt Service	

0.75 6/1/2020	195,000	2.200%	28,398	223,398	223,398	
12/1/2020			16,787	16,787		
1.75 6/1/2021	100,000	2.240%	16,787	116,787	133,574	
12/1/2021			15,667	15,667		
2.75 6/1/2022	105,000	2.290%	15,667	120,667	136,334	
12/1/2022			14,465	14,465		
3.75 6/1/2023	145,000	2.360%	14,465	159,465	173,929	
12/1/2023			12,754	12,754		
4.75 6/1/2024	150,000	2.420%	12,754	162,754	175,507	
12/1/2024			10,939	10,939		
5.75 6/1/2025	155,000	2.510%	10,939	165,939	176,877	
12/1/2025			8,993	8,993		
6.75 6/1/2026	160,000	2.560%	8,993	168,993	177,987	
12/1/2026			6,945	6,945		
7.75 6/1/2027	160,000	2.660%	6,945	166,945	173,891	
12/1/2027			4,817	4,817		
8.75 6/1/2028	165,000	2.810%	4,817	169,817	174,635	
12/1/2028			2,499	2,499		
9.75 6/1/2029	170,000	2.940%	2,499	172,499	174,998	
12/1/2029						
10.75 6/1/2030						
12/1/2030						
11.75 6/1/2031						
12/1/2031						
12.75 6/1/2032						
12/1/2032						
13.75 6/1/2033						
12/1/2033						
14.75 6/1/2034						
12/1/2034						
15.75 6/1/2035						
12/1/2035						
16.75 6/1/2036						
12/1/2036						
17.75 6/1/2037						
12/1/2037						
18.75 6/1/2038						
12/1/2038						
19.75 6/1/2039						
12/1/2039						

	1,505,000		216,127	1,721,127	1,721,127	
Scale : MMD Aaa as of 05-03-2019 + Aa2/BQ credit + 50 bps timing						

City of Carroll, Iowa

Proposed G. O. Capital Loan Notes, Series 2020A

EXHIBIT 3

Recreation Center Pool, Locker Rooms & East Side Gym

SOURCES & USES		
SOURCES		
Par Amount of Bonds	8,800,000.00	
Accrued Interest		
Cash Contribution (LOST)	1,000,000.00	0.67

Total Sources	9,800,000.00	1.67
USES		
Deposit to Construction Account	9,535,000.00	
Deposit to Reserve Account		
Capitalized Interest Account	122,373.37	
Municipal Bond Insurance		
Underwriters' Discount (\$10.00 per bond)	88,000.00	
Costs of Issuance	52,000.00	
Accrued Interest		
Rounding Amount	2,626.63	

Total Uses	9,800,000.00	8.67
ASSUMPTIONS		
Dated Date	10/1/2020	
Delivery Date	10/1/2020	
First Interest Date	6/1/2021	
First Principal Date	6/1/2021	
Last Principal Date	6/1/2037	
Arbitrage Yield	3.70587%	
TIC	3.82139%	
AIC	3.89037%	
Average Life	10.80 Years	
PROJECTS FINANCED:		
Rec Cntr Pool, Locker Rooms & E Gym	\$ 9,535,000	
Reserved	-	
Reserved	-	
Reserved	-	
	\$ 9,535,000	

DEBT SERVICE SCHEDULE							
Date	Principal	Coupon	Interest	Debt Service	Capitalized Interest	Annual Debt Service	
6/1/2021	0	2.450%	206,537	206,537	(6,196)	200,341	
12/1/2021			154,903	154,903	(116,177)		
6/1/2022	0	2.490%	154,903	154,903		193,629	
12/1/2022			154,903	154,903			
6/1/2023	45,000	2.540%	154,903	199,903		354,806	
12/1/2023			154,332	154,332			
6/1/2024	345,000	2.610%	154,332	499,332		653,663	
12/1/2024			149,829	149,829			
6/1/2025	535,000	2.670%	149,829	684,829		834,659	
12/1/2025			142,687	142,687			
6/1/2026	545,000	2.760%	142,687	687,687		830,374	
12/1/2026			135,166	135,166			
6/1/2027	565,000	2.810%	135,166	700,166		835,332	
12/1/2027			127,228	127,228			
6/1/2028	580,000	2.910%	127,228	707,228		834,456	
12/1/2028			118,789	118,789			
6/1/2029	595,000	3.060%	118,789	713,789		832,578	
12/1/2029			109,685	109,685			
6/1/2030	615,000	3.190%	109,685	724,685		834,371	
12/1/2030			99,876	99,876			
6/1/2031	635,000	3.530%	99,876	734,876		834,752	
12/1/2031			88,668	88,668			
6/1/2032	655,000	3.840%	88,668	743,668		832,337	
12/1/2032			76,092	76,092			
6/1/2033	680,000	3.950%	76,092	756,092		832,185	
12/1/2033			62,662	62,662			
6/1/2034	705,000	3.990%	62,662	767,662		830,325	
12/1/2034			48,598	48,598			
6/1/2035	735,000	4.130%	48,598	783,598		832,195	
12/1/2035			33,420	33,420			
6/1/2036	765,000	4.230%	33,420	798,420		831,840	
12/1/2036			17,240	17,240			
6/1/2037	800,000	4.310%	17,240	817,240		834,480	
12/1/2037							
6/1/2038							
12/1/2038							
6/1/2039							
12/1/2039							
6/1/2040							
12/1/2040							
	8,800,000		3,554,692	12,354,692	(122,373)	12,232,319	
Scale : MMD Aaa as of 05-03-2019 + Aa2/BQ credit + 75 bps timing							

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: Jack Wardell, Director of Parks and Recreation *JW*
DATE: May 7, 2019
SUBJECT: Contract for Professional Services - RDG - Carroll Recreation Center Building Improvements Concept Planning and Feasibility Study - 2019

FY 20 Budget \$50,000 General Government plus \$25,000 General Fund Reserves

- ❖ Fee Proposal for Carroll Recreation Center Building Improvement
- ❖ AIA Document B105 - 2017
- ❖ Resolution

In December 2018 City Staff put together a Request of Qualifications (RFQ's) with the Architectural Firms returning their information back to the City of Carroll by February 8, 2019. On March 8, 2019 our Carroll Recreation Center Advisory Committee discussed the five firms that submitted RFQ's and were instructed to send me their order of preference of the five firms. We compiled the information and RDG Planning & Design and FEH Design were the top two firms. On April 3, 2019 both RDG and FEH made their presentations to the committee. The committee voted and RDG Planning and Design was the top choice.

We have received from RDG Planning and Design their fee proposal. Their proposal has the following information:

LUMP SUM FEE:

Services	\$38,500.00
Market Analysis	\$ 4,000.00
Business Operational Planning	\$ 8,000.00
Expenses	\$ 4,500.00 (\$2,300 RDG + \$2,200 Ballard King)

Other services available are:

Statistically Accurate Community Survey	\$10,824 - \$26,518
ETC Interactive Dashboard Data	\$ 4,320 - \$7,680

RDG's proposal to complete final construction plans based on the approved study (including Schematic Design, Design Development, Construction Documents, Bidding and Construction Administration) is 6.7% of the final construction cost, plus expenses.

SCHEDULE:

Authorization to proceed	May 13, 2019
Preparation for kick-off workshop	May 14-28, 2019
Workshops	May 29, 2019
	June 2019
	July 2019
Delivery final exhibits	August 2019
Set Special Election for referendum	September 9, 2019
Filing notice of special election	September 20, 2019
Special committee to promote referendum	August - October 2019
Hold referendum	November 5, 2019

RDG Planning and Design is planning on working with ETC Institute from Olathe KS to conduct a community survey as part of the project. The low range is for less of a sample size and number of questions the City wants asked. The larger the sample size and number of questions asked will increase the fee cost. Staff will work to keep the cost for this survey, at or below \$20,000.

Their proposal also includes an Interactive DirectionFinder® Dashboard. The dashboard will allow the City to query the full set of survey results in real time anywhere with access to the internet. The fee range for this service is between \$4,320 - \$7,660. City staff would not recommend engaging this service to control costs.

A representative from RDG Planning and Design will be present at the meeting to discuss any questions that may be asked at the meeting.

RECOMMENDATION: For the Mayor and City Council consideration and approval of the proposed fee for the Carroll Recreation Center Building Improvements for the lump sum fee of \$55,000.00 and up to \$20,000 for the Statistically Accurate Community Survey.

RESOLUTION _____

**RESOLUTION APPROVING THE SCOPE OF ARCHITECTURAL SERVICES WITH
RDG PLANNING AND DESIGN FOR CARROLL RECREATION BUILDING
IMPROVEMENTS PROJECT – 2019**

WHEREAS, the Carroll Recreation Building Improvements Proposal has been prepared by RDG Planning and Design, and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Carroll, Iowa, that the Professional Services Proposal with RDG Planning and Design for the Carroll Recreation Center Building Improvements is accepted for the fees:

Services	\$38,500.00
Market Analysis	\$ 4,000.00
Business Operational Planning	\$ 8,000.00
Expenses	\$ 4,500.00 (\$2,300 RDG + \$2,200 Ballard King)
Statistically Accurate Community Survey	not to exceed \$20,000.

BE IT RESOLVED that the Contract for Professional Services with RDG Planning and Design for the Carroll Recreation Center Building Improvements is approved upon review and acceptance by the City Attorney.

Passed and approved by the Carroll City Council this 13th day of May, 2019.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Jerry Fleshner, Mayor Pro Tem

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

April 16, 2019, revised April 24, 2019

Jack Wardell
Director of Parks and Recreation
City of Carroll
112 E. 5th Street
Carroll, Iowa 51401-2799

RE: Fee Proposal for Carroll Recreation Center Building Improvements

RDG is pleased to submit the following fee information related to the scope of work summarized in section 3 of the Request for Qualifications.

Lump sum fee:

- | | |
|---------------------------------|---|
| • Services | \$38,500 |
| • Market Analysis | \$ 4,000 |
| • Business Operational Planning | \$ 8,000 |
| • Expenses | \$ 4,500 (\$2,300 RDG + \$2,200 Ballard*King) |
| • TOTAL | \$55,000 |

Optional Services available:

- | | |
|---|--|
| • Statistically Accurate Community Survey (Exhibit A) | \$10,824 - \$26,518 depending on length of survey and depth of analysis desired. (plus - expenses) |
| • ETC Interactive Dashboard Data (Exhibit A) | \$4,320 - \$7,680 |

RDG is pleased to submit the following proposed fee as a percentage of the final construction cost to complete final construction plans based on the approved study (including Schematic Design, Design Development, Construction Documents, Bidding, and Construction Administration).

- 6.7% of construction costs plus expenses
- This includes:
 - Architectural
 - Structural
 - Mechanical, Electrical, Plumbing, Lighting, Data
 - Landscape Architecture
 - Civil Engineering
 - Aquatics Consulting
 - Cost Consulting
 - Interior Finishes
 - Interior Fixed Equipment
 - Code Required Signage

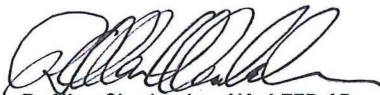
Schedule:

- Authorization to proceed.....May 13, 2019
- Preparation for kick-off workshop May 14-28, 2019



- **Workshop #1** May 29, 2019
 - Tour Existing
 - Collect input on needs
- **Workshop #2** June 2019
 - Review design concept options and project costs
 - Determine preferred option
 - Community engagement input
- **Workshop #3** July 2019
 - Present refined concept
 - Review project cost and schedule information
 - Community engagement input if desired
 - Present market analysis & operational plan data
 - Present results of community survey
- Deliver final exhibits August 2019
- Promote for referendum August 2019 – October 2019
- Hold referendum November 6, 2019

Respectfully Submitted,



R. Allan Oberlander, AIA, LEED AP
Principal





ETC INSTITUTE

MARKETING RESEARCH, DEMOGRAPHY, STATISTICAL APPLICATIONS

725 W. FRONTIER CIRCLE, OLATHE, KANSAS 66061
(913) 829-1215 FAX: (913) 829-1591

April 23, 2019

Al Oberlander, AIA, LEED AP
Principal
RDG Planning & Design
301 Grand Avenue
Des Moines, Iowa 50309
Tel: 515.288.3141
Dir: 515.309.3203

Subject: Proposal to Conduct a Community Survey for Carroll, Iowa

Al:

ETC Institute is pleased to submit a quote to conduct a community survey for the City of Carroll, Iowa. If selected for this project, ETC Institute will provide the following services:

Task 1: Design the Survey and Prepare the Sampling Plan. Task 1 will include the following services:

- Working with RDG Planning & Design and City staff to develop the content of the survey
- Participating in meetings by phone to develop the survey.
- Conducting a pilot test of the survey to ensure the questions are understood by residents. Based on the results of the pilot test, ETC Institute will recommend changes (if needed) to the survey.
- Selecting a random sample of residents to be contacted for the survey. The sample will be address-based and will include residents with traditional land-lines and those that only have cell phones.

Deliverable Task 1. ETC Institute will provide a copy of approved survey instrument.

Task 2: Administer the Survey. ETC Institute will administer the survey as follows

- ETC Institute will mail the survey and a cover letter (on City letterhead) to a random sample of households in the City.

- Residents who receive the survey will have the option of completing it in one of the following three ways:
 - By mail using a postage-paid return envelope, which will be included with the survey
 - By going on-line to a website; the website will be printed on the survey
 - By calling a toll-free number, which will be printed on the survey; ETC Institute will have interviewers who will answer inbound calls from residents who prefer to complete the survey by phone.
- ETC Institute will follow-up with households that do not respond to the survey within 10 days to maximize participation in the survey. These follow-ups will be conducted as follows:
 - By sending e-mails to households for whom email addresses can be obtained. The emails will contain a link to the on-line version of the survey
 - By calling households and leaving voice messages about the survey with households that do not answer their phone; ETC Institute will give those who do answer their phone an opportunity to complete the survey by phone.
- ETC Institute will conduct follow-ups by phone and e-mail until a minimum of 300, 400, or 600 surveys are completed depending on the sample size selected by the City.
 - **Option A: 300 completed surveys.** The results for a random sample of 300 completed surveys will provide results that have a precision of at least $\pm 6\%$ at the 95% level of confidence. A sample of this size will provide accurate results for the City overall, but subarea and demographic analysis (data by age, income, gender, etc.) will be limited.
 - **Option B: 400 completed surveys.** The results for a random sample of 400 completed surveys will provide results that have a precision of at least $\pm 4.9\%$ at the 95% level of confidence. A sample of this size will provide accurate results for the City overall and for up to 2 subareas along with ability to conduct some statistically valid analysis for key demographic variables.
 - **Option C: 600 completed surveys.** The results for a random sample of 600 completed surveys will provide results that have a precision of at least $\pm 3.9\%$ at the 95% level of confidence. A sample of this size will provide accurate results for the City overall and for up to 4 subareas along with ability to conduct statistically valid analysis for most demographic variables.

- ETC Institute will monitor the distribution of the sample to ensure that the sample reasonably reflects the demographic composition of the City with regard to age, geographic dispersion, gender, ethnicity and other factors. ETC will develop and apply weighting factors if needed to ensure the demographics of the survey sample are similar to recent Census estimates for the City's population.

Deliverable Task 2. ETC Institute will provide a copy of the overall results for each question on the survey.

Task 3: Analysis and Final Report. ETC Institute will submit a final report to the City in an electronic format. At a minimum, this report will include the following items:

- Formal report that includes an executive summary of survey methodology, a description of major findings, and charts that show the overall results of each survey
- A copy of the survey instruments
- OPTIONAL SERVICES INCLUDE:
 - Crosstabulations that show the results for different segments of the City's population (by age, income, gender, etc.)
 - GIS maps that show geocoded survey results for selected questions on the survey
 - A presentation of the survey results via the Internet (e.g., Webinar, GoToMeeting, etc.)
 - Priority Investment Analysis which will identify which services and facilities should be the top priorities for investment given the needs of the community.

Deliverable Task 3: ETC Institute will submit the draft final report in an electronic format and 3 hard copies of the final report.

Fee

The table on the following page shows three options for a survey with a sample size of 300 completed surveys.

- **Option A** involves the administration of a 10-minute survey, which would be about 4 pages in length.
- **Option B** involves the administration of a 15-minute survey, which would be about 5-6 pages in length.
- **Option C** involves the administration of a 20-minute survey, which would be about 7 pages in length.

The costs for increasing the sample size to 400 or 600 completed surveys is also provided on the following page.

Survey Pricing Options Sample of 300 surveys		Option A	Option B	Option C
Task		10-minute 3-4 pages	15-minute 5-6 pages	20-minute 6-7 pages
Survey Design		\$1,500.00	\$1,500.00	\$1,500.00
Development of the Sampling Plan		\$1,250.00	\$1,250.00	\$1,250.00
Administration of at least 300 surveys		\$5,824.00	\$7,160.00	\$8,384.00
Summary Report with charts/graphs		\$2,250.00	\$2,250.00	\$2,250.00
Subtotal Basic Services		\$10,824.00	\$12,160.00	\$13,384.00
OPTIONAL SERVICES				
Crosstabulations		\$1,500.00	\$1,500.00	\$1,500.00
GIS Mapping		\$1,250.00	\$1,250.00	\$1,250.00
Priority Investment Analysis		\$1,500.00	\$1,500.00	\$1,500.00
Webinar presentation		\$500.00	\$500.00	\$500.00
On-site presentation		\$ 2,000.00 plus travel expenses	\$ 2,000.00 plus travel expenses	\$ 2,000.00 plus travel expenses

If the City would like to increase the sample size to improve the accuracy of the data, the addition cost larger sample sizes is provided below.

Additional Cost to Increase Based on the Length of the Survey

Cost to Administer More Surveys By Increasing the Sample Size	10-minute 3-4 pages	15-minute 5-6 pages	20-minute 6-7 pages
Sample Size 400 (100 more surveys)	\$1,941.33	\$2,386.67	\$2,794.67
Sample Size 600 (300 more surveys)	\$5,824.00	\$7,160.00	\$8,384.00

Project Schedule

A preliminary schedule is provided below.

- **Month 1**
Design Survey Instrument
- **Month 2**
Administer Survey; provide the overall results to the City
- **Month 3**
Prepare and Deliver the Final Report

OTHER SERVICES

ETC Institute's Interactive DirectionFinder® 2.0 Dashboard

If desired, ETC Institute will develop an interactive data dashboard for the City. The dashboard will allow the City to query the full set of survey results in real time anywhere with access to the Internet (smart phone, tablet, laptop, PC, etc.). Our interactive data dashboards give our clients the ability to explore the data and drill-down into the results on-demand in ways that were not previously possible with printed reports and traditional databases.

The dashboard can include the following features:

- **GIS Mapping** showing the survey results mapped out geographically. The maps will geographically display results for the current year and previous years so the City can see trends for specific areas in the City.
- **Benchmarking Analysis** showing how the City compares to other communities. The dashboard will allow the City to compare their results to other communities regionally, nationally, and based on population of other communities. One of our project managers can discuss the benchmarking options available and help determine which benchmarking option is best for your organization's size, location, and structure.
- **Priority Analysis** showing the top priorities for the City based on ETC Institute's **Priority Investment Rating**. Priorities can be displayed for various demographic and geographic areas using the interactive features of the data dashboard.
- **Cross-Tabular Data Analysis** which gives the user the ability to cross tabulate specific questions on the survey showing how different groups of respondents responded to various questions on the survey.

Fee for these services range from **\$4,320 - \$7,680** and can be billed monthly with even payments of \$180-\$320 per month by credit card for up to 24 months.

Images of an example dashboard are provided on the following pages. ETC Institute can provide demo of the dashboard if desired by the City.



CITY OF TOWNVILLE

"Community Needs Assessment Survey"



DirectionFinder 2.0

Parks and Recreation

01
SURVEY RESULTS
Find out citizens needs/needs met

02
PRIORITIES INVESTMENT RATINGS
Find out the recommended priorities for our town

03
WHO RESPONDED
Access your demographic questions

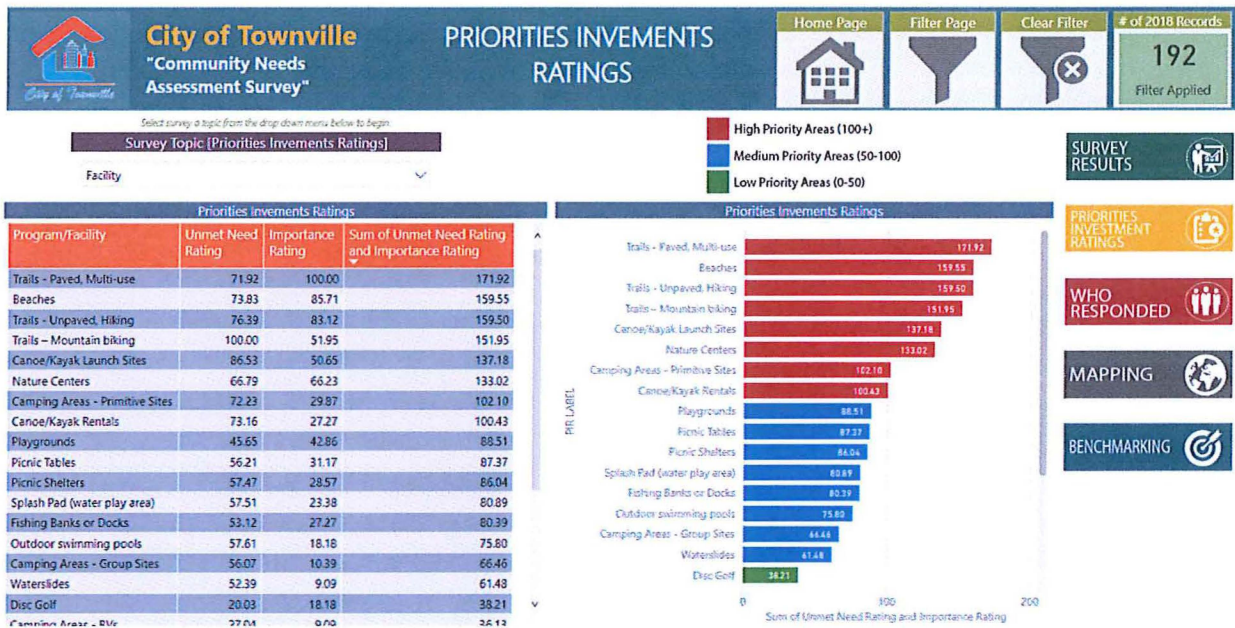
04
MAPPING
Access Maps showing Citizen's needs/needs met

05
BENCHMARKING
Access Comparisons to National, Regional, Population, and Age

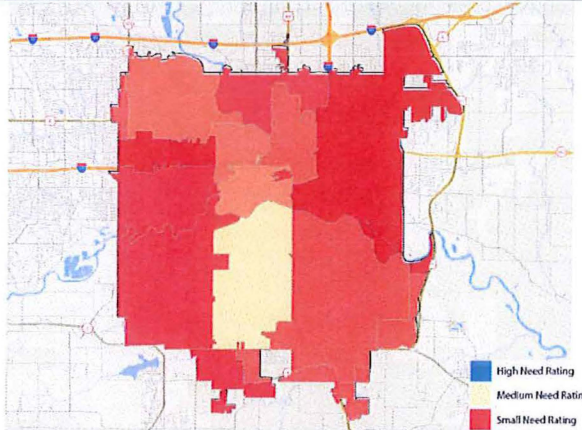
Legend for "Age of Data"

■ Data is up-to-date
■ Prepare for next survey
■ Data needs updating

Age of Data
2
Month(s) Old



Overall Needs % (By Zip Code)



Select a survey topic from the menu below to begin:

Survey Topic [Mapping Page]

Facility Needs

Select a survey question

Questions [Mapping Page]

Need: Disc Golf

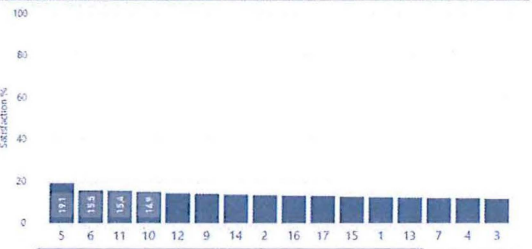
of 2018 Records

2620

12.9
Overall (%)

CLEAR ALL SELECTIONS

Overall Needs % (Results) by Area



Answer Option: The maps on this page represents citizen satisfaction results by geographic characteristics.

1. Yes
2. No

"Needs Mapping"

Page 5

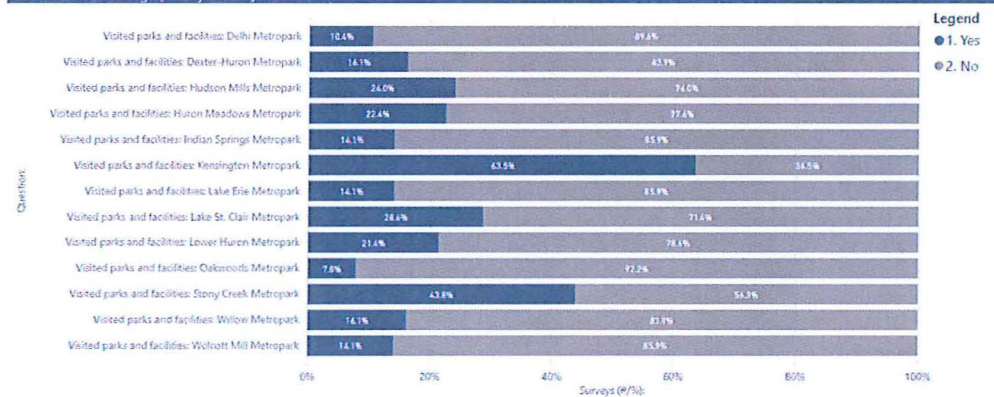
1 2 Info Page

Select a survey topic from the drop down menu below to begin:

Survey Topic [Survey Results]

Visited Parks And Facilities: Parks

Parks & Facilities Usage [Survey Results]





Overall Satisfaction per category in comparison to the National Overall Satisfaction category



SURVEY RESULTS

PRIORITIES INVESTMENT RATINGS

WHO RESPONDED

MAPPING

BENCHMARKING

NATIONAL

REGIONAL

POPULATION

AGE OF RESIDENCE

City of Townville

National Key Performance Indicators

[Home Page](#)

[Info Page](#)

Dashboard Costs and Invoicing

The table below contains the pricing for ETC Institute's dashboard services. The dashboard may be added at the end of a project to enhance the long-term utilization of the data. ETC Institute will arrange a webinar (if desired) to demonstrate the service if the City is interested.

FEES FOR DASHBOARD SERVICES	
Basic features (frequency distributions, crosstabulations, demographic profiles)	\$ 4,320
Benchmarking analysis with comparisons to regional and national results	\$ 950
Interactive Mapping	\$ 1,130
Interactive Priorities Analysis (Priority Investment Rating)	\$ 1,280
TOTAL	\$ 7,680
Monthly Payment for 24 months (low end)	\$ 180
Monthly Payment for 24 months (high end)	\$ 320

CLOSING: We appreciate your consideration of our proposal and look forward to your decision. If you have any questions, please do not hesitate to call me at (913) 254-4512.

Sincerely,

Christopher E Tatham

Christopher Tatham
CEO

AIA Document B105™ – 2017

Standard Short Form of Agreement Between Owner and Architect

AGREEMENT made as of the Twenty-fourth day of April in the year Two Thousand Nineteen.
(In words, indicate day, month and year.)

BETWEEN the Owner:

(Name, legal status, address and other information)

City of Carroll
112 E. 5th Street
Carroll, Iowa 51401-2799
Phone Number: 712.792.1000

And the Architect:

(Name, legal status, address and other information)

RDG IA Inc
d/b/a RDG Planning & Design
301 Grand Avenue
Des Moines, IA 50309-1718
Phone Number: 515-288-3414
Fax Number: 515-288-8631

R3003.272.00

For the following Project:

(Name, location and detailed description)

Carroll Recreation Center Building Improvements Concept Planning and Feasibility Study
716 N. Grant Road, Carroll, Iowa 51401

The Owner and Architect agree as follows.

ARTICLE 1 ARCHITECT'S RESPONSIBILITIES

The Architect shall provide architectural services for the Project as described in this Agreement. The Architect shall perform its services consistent with the professional skill and care ordinarily provided by architects practicing in the same or similar locality under the same or similar circumstances. The Architect shall perform its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the Project. The Architect shall assist the Owner in determining consulting services required for the Project. The Architect's services include the following consulting services, if any:

Exhibit A

During the Design Phase, the Architect shall review the Owner's scope of work, budget and schedule and reach an understanding with the Owner of the Project requirements. Based on the approved Project requirements, the Architect shall develop a design, which shall be set forth in drawings and other documents appropriate for the Project. Upon the Owner's approval of the design, the Architect shall prepare Construction Documents indicating requirements for construction of the Project and shall coordinate its services with any consulting services the Owner provides. The Architect shall assist the Owner in filing documents required for the approval of governmental authorities, in obtaining bids or proposals, and in awarding contracts for construction.

During the Construction Phase, the Architect shall act as the Owner's representative and provide administration of the Contract between the Owner and Contractor. The extent of the Architect's authority and responsibility during construction is described in AIA Document A105™-2017, Standard Short Form of Agreement Between Owner and Contractor. If the Owner and Contractor modify AIA Document A105-2017, those modifications shall not affect the Architect's services under this Agreement, unless the Owner and Architect amend this Agreement.

§ 1.1 The Owner acknowledges that the nature of the design process is such that the plans, specifications, and other documentation prepared by the Architect under this Agreement may require changes, corrections, and modifications during the construction process which may affect the Project schedule or increase the Cost of the Work. The Owner acknowledges that production of a complete set of perfect construction documents is neither reasonable nor expected under this Agreement.

§ 1.2 The Owner and the Architect agree that the funding for contingencies provided for in Article 2 shall include funds to pay costs which may arise from or out of such changes, corrections, or modifications to the plans, specifications or other documentation prepared by the Architect, including, but not limited to, any costs associated with a change or changes in the Project schedule, which portion of the contingency funding shall be in the amount of five percent (5 %) of the Cost of the Work.

Costs attributable to changes, corrections, and modifications in the plans, specifications, and other documents prepared by the Architect shall be the responsibility of the Architect to the extent caused by the negligence of the Architect but only to the extent that such costs exceed the said five percent (5%) of the Cost of Work portion of the contingency funding.

§ 1.3 If the project involves making changes to existing facilities, the Owner shall furnish documentation and information upon which the Architect is entitled to rely for its accuracy and completeness. The Architect shall verify that the existing building drawings provided by the Owner generally represent the actual existing field conditions. Verification shall be limited to general overall visual observation and confirmation of significant dimensions of reasonably accessible exposed elements. In the event the information or documentation supplied by the Owner its consultants or agents, or employees of any of them, or an assumption made by the Architect based upon the documentation or information supplied by them or any of them, is inaccurate or incomplete, all resulting costs and expenses, including the costs of the Architect's Additional Services, if any, shall be the responsibility of the Owner. Unless specifically authorized in writing by the Owner, the Architect shall not be required to perform or to have others perform, destructive testing or to investigate concealed or unknown conditions.

ARTICLE 2 OWNER'S RESPONSIBILITIES

The Owner shall provide full information about the objectives, schedule, constraints and existing conditions of the Project, and shall establish a budget that includes reasonable contingencies and meets the Project requirements. The Owner shall provide decisions and furnish required information as expeditiously as necessary for the orderly progress of the Project. The Architect shall be entitled to rely on the accuracy and completeness of the Owner's information. The Owner shall furnish consulting services not provided by the Architect, but required for the Project, such as surveying, which shall include property boundaries, topography, utilities, and wetlands information; geotechnical engineering; and environmental

testing services. The Owner shall employ a Contractor, experienced in the type of Project to be constructed, to perform the construction Work and to provide price information.

§ 2.1 To the fullest extent permitted by law, the Owner shall defend, indemnify, and hold harmless the Architect, the Architect's consultants and agents, and employees of any of them, from and against any and all claims, damages, awards, losses, and expenses, including but not limited to attorneys' fees, arising out of or resulting from latent existing conditions and/or documentation or information furnished by the Owner, its consultants or agents, or employees of any of them.

ARTICLE 3 USE OF DOCUMENTS

Drawings, specifications and other documents prepared by the Architect are the Architect's Instruments of Service, and are for the Owner's use solely with respect to constructing the Project. The Architect shall retain all common law, statutory and other reserved rights, including the copyright. Upon completion of the construction of the Project, provided that the Owner substantially performs its obligations under this Agreement, the Architect grants to the Owner a license to use the Architect's Instruments of Service as a reference for maintaining, altering and adding to the Project. The Owner agrees to indemnify the Architect from all costs and expenses related to claims arising from the Owner's use of the Instruments of Service without retaining the Architect. When transmitting copyright-protected information for use on the Project, the transmitting party represents that it is either the copyright owner of the information, or has permission from the copyright owner to transmit the information for its use on the Project. Any unauthorized use of the Architect's documents shall be at the Owner's sole risk and without liability to the Architect.

§ 3.1 In the event the Owner uses the Architect's documents contrary to the permitted uses set forth in Section 3.1 or without retaining the Architect, the Owner releases the Architect, its consultants and agents, and employees of any of them, from any and all claims and causes of action arising out of or resulting from such unauthorized uses, including but not limited to those arising out of or resulting from any defects, errors, or omissions in the Architect's documents. The owner, to the fullest extent permitted by law, shall defend, indemnify and hold harmless the Architect, its consultants and agents, and employees of any of them, from and against any and all claims, causes of actions, damages, awards losses, and expenses, including but not limited to attorneys' fees, arising out of or resulting from the Owner's unauthorized use of the Architect's documents under Article 3.

ARTICLE 4 TERMINATION, SUSPENSION OR ABANDONMENT

In the event of termination, suspension or abandonment of the Project by the Owner, the Architect shall be compensated for services performed and Reimbursable Expenses then due. The Owner's failure to make payments in accordance with this Agreement shall be considered substantial nonperformance and sufficient cause for the Architect to suspend or terminate services. Either the Architect or the Owner may terminate this Agreement after giving no less than seven days' written notice if the Project is suspended for more than 90 days, or if the other party substantially fails to perform in accordance with the terms of this Agreement. Except as otherwise expressly provided herein, this Agreement shall terminate one year from the date of Substantial Completion.

§ 4.1 The Owner and Architect's rights set forth in this Article 4 are in addition to without prejudice to their other rights and remedies provided by law.

§ 4.2 The termination of this Agreement shall not relieve either the Owner or the Architect of any obligation previously accrued. The following provisions of this Agreement, and any other provisions that by their terms so provide, shall specifically survive any such termination: Section 2.1, Article 3, Article 5, and Article 7.

ARTICLE 5 MISCELLANEOUS PROVISIONS

This Agreement shall be governed by the law of the place where the Project is located. Terms in this Agreement shall have the same meaning as those in AIA Document A105-2017, Standard Short Form of Agreement Between Owner and Contractor. Neither party to this Agreement shall assign the contract as a whole without written consent of the other.

Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action in favor of, a third party against either the Owner or the Architect.

The Architect shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials or toxic substances in any form at the Project site.

§ 5.1 Causes of action between the parties to this Agreement pertaining to acts or failures to act shall be deemed to have accrued and the applicable statute of limitations shall commence to run not later than the date payment is due the Architect pursuant to Article 6.

§ 5.2 This Agreement represents the entire and integrated agreement between the Owner and Architect and supersedes all prior negotiations, representations or agreements, either written or oral including, but not limited to, the terms of any purchase order, invoice, bid documents, or proposal attachment to the Agreement. This Agreement may be amended only by written instrument signed by both Owner and Architect.

ARTICLE 6 PAYMENTS AND COMPENSATION TO THE ARCHITECT

The Architect's Compensation shall be:

Compensation shall be a stipulated lump sum of Fifty Thousand Five Hundred dollars and No cents (\$50,500.00), plus expenses to a maximum of Four Thousand Five Hundred dollars and No cents (\$4,500.00).

The Owner shall pay the Architect an initial payment of Zero dollars and No cents (\$0.00) as a minimum payment under this Agreement. The initial payment shall be credited to the final invoice.

The Owner shall reimburse the Architect for expenses incurred in the interest of the Project, plus Ten percent (10.00 %).

Payments are due and payable upon receipt of the Architect's monthly invoice. Amounts unpaid Sixty (60) days after the invoice date shall bear interest from the date payment is due at the rate of One percent (1.00 %) per month, or in the absence thereof, at the legal rate prevailing at the principal place of business of the Architect.

At the request of the Owner, the Architect shall provide additional services not included in Article 1 for additional compensation. Such additional services may include, but not be limited to, providing or coordinating services of consultants not identified in Article 1; revisions due to changes in the Project scope, quality or budget, or due to Owner-requested changes in the approved design; evaluating changes in the Work and Contractors' requests for substitutions of materials or systems; providing services necessitated by the Contractor's failure to perform; and the extension of the Architect's Article 1 services beyond six (6) months of the date of this Agreement through no fault of the Architect. Compensation for these services shall be hourly in accordance with the Standard Hourly Rate Schedule current at the time services are provided. The Standard Hourly Rate Schedule shall be adjusted in accordance with the Architect's normal review practices.

ARTICLE 7 OTHER PROVISIONS

(Insert descriptions of other services and modifications to the terms of this Agreement.)

§ 7.1 MEDIATION

§ 7.1.1 Any claim, dispute or other matter in question arising out of or related to this Agreement shall be subject to non-binding mediation as a condition precedent to the institution of legal or equitable proceedings by either party. If such matter relates to or is the subject of a lien arising out of the Architect's services, the Architect may proceed in accordance with applicable law to comply with the lien notice or filing deadlines prior to resolution of the matter by mediation.

§ 7.1.2 The Owner and Architect shall endeavor to resolve claims, disputes and other matters in question between them by mediation which, if the parties mutually agree, shall be in accordance with the Construction Industry Mediation Rules of the American Arbitration Association currently in effect. A request for mediation shall be made in writing, mailed to the other party to the Agreement, and filed with the person or entity administering the mediation. The request may be made concurrently with the institution of a legal or equitable action, but, in such event, mediation shall proceed in advance of the legal or equitable proceedings, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order.

§ 7.1.3 The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

§ 7.1.4 The Architect or Owner, as appropriate, shall include a similar mediation provision in all its agreements with independent contractors and consultants retained for the Project and shall require all independent contractors and consultants to also include a similar mediation provision in all agreements with subcontractors, subconsultants, suppliers or fabricators so retained for the Project, thereby providing for mediation as the primary method for dispute resolution between the parties to those agreements.

§ 7.2 The Owner acknowledges that the requirements of the Americans with Disabilities Act (ADA), Fair Housing Act (FHA) and other federal, state and local accessibility laws, rules, codes, ordinances and regulations will be subject to various and possibly contradictory interpretations. The Architect, therefore, will use its reasonable professional efforts and judgment consistent with the degree of skill and care ordinarily exercised by architects currently practicing under similar circumstances to interpret applicable accessibility requirements in effect as of the date of the execution of this Agreement, and as they apply to the Project. The Architect, however, cannot and does not warrant or guarantee that the Owner's Project will comply with all interpretations of the accessibility requirements.

§ 7.3 Not Used

§ 7.4 If the services covered by this Agreement have not been completed within six (6) months of the date hereof, through no fault of the Architect, extension of the Architect's services beyond that time shall be compensated hourly in accordance with the Standard Hourly Rate Schedule current at the time services are provided.

§ 7.5 The Architect shall have the right to include photographic or artistic representations of the design of the Project among the Architect's promotional and professional materials. The Architect shall be given reasonable access to the completed Project to make such representations. However, the Architect's materials shall not include the Owner's confidential or proprietary information if the Owner has previously advised the Architect in writing of the specific information considered by the Owner to be confidential or proprietary. The Owner shall provide professional credit for the Architect in the Owner's promotional materials for the Project.

§ 7.6 The Owner and Architect mutually acknowledge that if a Project goal is to achieve certification under the U.S. Green Building Council's (USGBC) Leadership in Energy and Environmental Design (LEED®) green building-rating system, that the Project cannot achieve LEED® certification until after substantial completion of construction and will be subject to the LEED®-certification processes and procedures as determined by the USGBC. The Owner acknowledges that these procedures are outside the control of the Architect, may not be uniformly implemented, and may be subject to change at any time. Further, the Owner acknowledges that LEED® certification will require input and effort from the Owner and the Architect as well as other consultants, contractors, and other persons associated with the Project that are not parties to this Agreement.

The Architect will make reasonable efforts to facilitate and coordinate the LEED® certification for the Project, subject to scope of services, and the terms and provisions of this Agreement. The Architect does not warrant or guarantee LEED® certification or the actual performance of the building based on the Architect's design drawings, specifications, or resource use or consumption modeling for the Project, and does not warrant or guarantee certain performance levels anticipated through the LEED®-certification process.

§ 7.7 The Architect and Owner waive consequential damages for claims, disputes or other matters in question arising out of or relating to this Agreement. This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination of this Agreement, except as specifically provided in Article 4.

§ 7.8 26 United States Code Section 179D directs that there shall be allowed as a tax deduction an amount equal to the cost of energy efficient commercial building property (or partially qualifying energy efficient commercial building property) placed in service during the taxable year. In the case of energy efficient commercial building property (or partially qualifying energy efficient commercial building property) installed on or in property owned by a Federal, State, or local government, or a political subdivision thereof, the Owner shall allocate this 26 United States Code Section 179D tax deduction to the Architect.

§ 7.9 This Agreement is comprised of the following documents listed below:

§ 7.9.1 AIA Document B105™-2017, Standard Form Agreement Between Owner and Architect for a Residential or Small Commercial Project as modified by RDG IA Inc.

§ 7.9.2 Exhibit A Scope of Services attached hereto and incorporated herein by this reference.

§ 7.9.3 Exhibit B Standard Hourly Rate Schedule attached hereto and incorporated herein by this reference.

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

OWNER

(Signature)

Jerry Fleshner

Mayor Pro Tem, City of Carroll

(Printed name and title)

ARCHITECT

(Signature)

R. Allan Oberlander, AIA, LEED AP

Principal

(Printed name and title)

City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: City Council Members
FROM: Mayor Eric Jensen
DATE: May 8, 2019
SUBJECT: FY 2020 City Manager Annual Salary

City Manager Michel Pogge-Weaver's Employment Contract required a performance review in April of 2019. On April 22, 2019, the City Council completed a performance review of City Manager Michel Pogge-Weaver. Mr. Pogge-Weaver received an excellent performance evaluation from the Council.

The terms of the revised employment contract dated May 8, 2017 specifies that "Upon a satisfactory performance evaluation in April 2019, the Employer agrees to increase the Employee annual base salary to 100% top of salary on July 1, 2019." Following the terms of the approved revised employment contract the annual salary for Mr. Pogge-Weaver would be 100% top of salary starting July 1, 2019.

RECOMMENDATION: Council discussion and approval of the resolution approving the annual salary for City Manager Michel Pogge-Weaver at 100% top of salary as of July 1, 2019.

RESOLUTION NO. _____

A RESOLUTION APPROVING THE ANNUAL CITY MANAGER SALARY

WHEREAS, Chapter 20, of the Code of Ordinances of the City of Carroll, Iowa, provides that the annual salary of the City Manager be determined by resolution of the City Council; and

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

WHEREAS, the revised employment contract for City Manager Michel Pogge-Weaver was approved by the City Council on May 8, 2017; and

WHEREAS, said revised employment contract provided that upon a satisfactory performance evaluation in April 2019, that City Manager Michel Pogge-Weaver salary would increase to 100% of top of salary on July 1, 2019; and

WHEREAS, the Council completed a performance evaluation for City Manager Michel Pogge-Weaver on April 13, 2019 and Mr. Pogge-Weaver was given a satisfactory performance evaluation by the City Council at that time.

NOW, THEREFORE, BE IT RESOLVED, by the City of Carroll City Council that City Manager Michel Pogge-Weaver salary as of July 1, 2019 shall be set at 100% top of salary for the City Manager position; and

BE IT FURTHER RESOLVED, by the City of Carroll City Council that all the terms and conditions of the revised employment contract for City Manager Michel Pogge-Weaver dated May 8, 2017 is reaffirmed and remains in effect.

PASSED AND APPROVED by the City Council of the City of Carroll, Iowa, this 13 day of May, 2019.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

BY: _____
Jerry Fleshner, Mayor Pro Tem

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

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

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

DATE: May 8, 2019

SUBJECT: FY 2019/2020 Salary Resolution

Attached please find the salary resolution for the top of pay or ranges of pay for all city positions beginning July 1, 2019. The numbers were derived from union contracts with Police and Public Works and adjustments to the non-represented employees. All adjustments to full-time positions are 3.0% which was negotiated in both union contracts.

Part-time pay ranges were adjusted as necessary to hire new workers or retain current employees.

RECOMMENDATION: Council consideration and approval of the resolution setting top of pay or ranges of pay for city employees beginning July 1, 2019.

A RESOLUTION SETTING SALARIES/WAGES FOR EMPLOYEES OF THE CITY OF CARROLL FOR THE FISCAL YEAR 2019/2020

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

Section 1. The positions named in the Fiscal Year 2020 Wage Schedule below shall be paid the salaries or wages indicated and the City Clerk and/or City Manager is hereby authorized to issue checks less legally required or authorized deductions from the amounts set out below on a bi-weekly basis, and also make such contributions to Social Security, I.P.E.R.S., or other purpose as required by law or authorization of the Council, all subject to audit and review by the Council.

Section 2. All City personnel are subject to the provisions contained in the City of Carroll Personnel Policy Manual adopted on February 24, 2003 and last updated on March 25, 2019. All employees and positions covered by bargaining units or other employment related contracts are subject to the terms and conditions of those agreements in addition to the City's Personnel Policy Manual.

<u>Position</u>	<u>July 1, 2019 Hourly Rate / Salary</u>
City Manager	132,229.79
Engineer/Public Works Director	109,229.48
Police Chief	94,840.33
Wastewater Superintendent	86,813.02
Finance Director/City Clerk	84,562.39
Library Director	81,906.36
Parks & Recreation Director	80,451.21
Water Superintendent	76,340.02
Police Captain	76,340.02
Street Superintendent	72,228.86
Park Superintendent	72,228.86
Golf Course Superintendent	72,228.86
Recreation Superintendent	72,228.86
Chief Building Official	72,228.86
Building / Fire Safety Official	72,228.86
Building Official	64,221.76
Police Sergeant	25.487 - 33.536
Engineering Technician	24.999 - 32.894
Wastewater Plant Operator IV	24.647 - 32.430
Wastewater Plant Operator III	23.343 - 30.715
Police Officer	22.207 - 29.220
Wastewater Plant Operator II	22.040 - 29.000
Water Plant Operator II (must also have Water Distribution System Grade II)	22.040 - 29.000
Building Maint. Specialist	21.933 - 28.859
Wastewater Plant Operator	20.736 - 27.284
Water Plant Operator	20.736 - 27.284
Mechanic	20.736 - 27.284
Deputy City Clerk	20.401 - 26.843
Crew Supervisor	20.401 - 26.843
Cemetery Sexton	19.044 - 25.058
Municipal Service Worker	18.368 - 24.168
Program Specialist	18.368 - 24.168
Assist Golf Course Superintendent	17.943 - 23.609
Administrative Assistant	17.336 - 22.810
Assist Library Director	17.319 - 22.788
Secretary	15.625 - 20.559
Library Worker	15.625 - 20.559
Receptionist/Clerk	13.422 - 17.660
Recreation Center Worker	13.422 - 17.660

****Police Officer regularly assigned to the 1st shift shall receive an additional \$.20/hour**

****any employee required to hold a pesticide and/or herbicide certification shall receive an additional \$.12/hour**

<u>Position</u>	<u>July 1, 2019 Hourly Rate/Salary</u>
Volunteer Fire Chief	5,663.07
Vol. Assist. Fire Chief	1,300.00
Fitness Instructors	15.000 - 30.000
Aquatic Center Pool Manager	12.000 - 14.000
Leisure Services Supervisor	11.000 - 15.000
Aquatic Center Pool Assistant Managers	11.000 - 14.000
Parks/Golf/Cemetery Seasonal Workers	10.000 - 15.000
Custodians	10.000 - 17.000
Lifeguards *	10.000 - 13.500
Gym Supervisor	10.000 - 12.500
Leisure Services Assistant	8.000 - 11.000
Concession Workers	9.500 - 11.000
Control Room Operators	9.250 - 14.000
Library Assistants	9.000 - 13.556
City Maintenance Worker	7.750 - 11.250
Library Pages	7.250 - 8.250

** a lifeguard with W.S.I. training is eligible for an additional \$.25/hour

	<u>Per Hr. Calls > 1 hr.</u>
Firefighters	15.00
Officials/Referees/Umpires	up to \$30/game

Passed and approved on this 13th day of May, 2019.

Jerry Fleshner, Mayor Pro Tem

ATTEST:

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

FROM: Jack Wardell, Director of Parks and Recreation

DATE: May 7, 2019

SUBJECT: 2019 Carroll Trails Project - Plans, Specifications, Form of Contract, Estimate of Probable Costs

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

FY 20 Budget; \$1,043,391- Debt Proceeds, Local Option Sales Tax and Hotel/Motel

Plans, Specifications, Form of Contract and Estimate of Cost for the 2019 Carroll Trails project have been filed by Shive Hattery, Inc. The Plans, Specification, Form of Contract and Opinion of Cost are generally described as follows:

PLANS

The plans detail the 7,700 linear feet of six inch concrete trail.

SPECIFICATIONS

The specifications further detail the construction of the planned improvements.

FORM OF CONTRACT

The standard form of contract is the EJCDC form.

OPINION OF COST

The opinion of cost provided by Shive-Hattery, Inc. for the 2019 Carroll Trails Project is \$856,765.00.

RECOMMENDATION: Mayor and City Council consideration, conduction of the required public hearing and passage and approval of the Resolution Adopting the Plans, Specifications, Form of Contract and Opinion of Cost for the 2019 Carroll Trails Plan.

RESOLUTION NO. _____

**RESOLUTION ADOPTING THE PLANS, SPECIFICATIONS, FORM OF CONTRACT
AND OPINION OF COST FOR THE 2019 CARROLL TRAILS PROJECT**

WHEREAS, Plans, Specifications, Form of Contract and Opinion of Cost prepared by Shive Hattery, Inc. were filed for the construction of public improvements described in general as 2019 Carroll Trails project; and,

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

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

Passed and approved by the Carroll City Council this 13th day of May, 2019.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Jerry Fleshner, Mayor Pro Tem

ATTEST:

By: _____
Laura A. Schaefer, City Clerk



CARROLL VOLUNTEER FIRE DEPT.

801 N. BELLA VISTA DR.
CARROLL, IOWA 51401

MEMO TO: Mike Pogge-Weaver, City Manager *MJP w*

FROM: Greg L. Schreck, Fire Chief *G. L. S.*

DATE: May 7, 2019

SUBJECT: Custom Fire Apparatus
• Report of Bid Opening

On April 11, 2019, the City of Carroll Fire Department solicited bids for a 2020 Custom Fire Apparatus. A complete list of apparatus specifications requesting sealed bids was distributed to the following dealers/manufacturers:

Clarey's Safety Equipment, Rochester, MN 55901
Ed M. Feld Equipment Co., Carroll, IA 51401
Reliant Fire Apparatus, Inc., Slinger, WI 53086
Toyne, Inc., Breda, IA 51436

A bid deadline of 2:00 P.M. on May 7, 2019 was set for the bid opening. On the bid-deadline date and time, bids were opened in the office of the City Clerk/Finance Director. Bid opening results are as follows:

<u>Company Name</u>	<u>Bid Amount</u>
Clarey's Safety Equipment	No Bid
Ed M. Feld Equipment Co.	\$475,437.00
Reliant Fire Apparatus	No Bid
Toyne, Inc.	\$343,166.37

All bids received were reviewed for compliance with specifications and totals verified. Following review, it was determined that the bid submitted by Toyne, Inc. meets all required specifications at a bid price of \$343,166.37, utilizing the following payment process:

\$231,166.37 due within 15 days of chassis delivery to Toyne, Inc. and \$203,000.00 due upon completion and acceptance.

RECOMMENDATION: Mayor and Council consideration and approval of the purchase of a 2020 Custom Fire Apparatus from Toyne, Inc., Breda, IA, at their bid price of \$434,166.37.

GLS:ds

City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Honorable Mayor and City Council Members

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

DATE: May 7, 2019

SUBJECT: Consider motion to approve an Interlocal Agreement for cooperative purchasing with the Region VIII Education Service Center and The Interlocal Purchasing System (TIPS) Program.

Working with OPN Architects, they have suggested that the City consider procuring the library shelving for the renovated Carroll Public Library through The Interlocal Purchasing System (TIPS) Program. Since library shelving is a specialized product, it is difficult to procure it on a competitive bid process. That is where TIPS can assist. The TIPS program is a cooperative purchasing program ran by the Region VIII Education Service Center in Texas. All products offered through TIPS Program have been awarded through a competitive bid process. The TIPS program allows governmental units in other states to participate in their program at no cost.

While participating in the TIPS program is not specifically listed as an option in the City's purchasing policy, it is similar to the State of Iowa DAS Contract which under the City's purchasing policy is exempt from soliciting additional quotes. The City's purchasing policy does state that at least one additional quote should be solicited from a local vendor when the State of Iowa DAS Contract vendor is out-of-town. In this case, the City has not been able to find a local Carroll vendor that sells the type of library shelving that is being sought.

Ultimately, if the City uses the TIPS program to purchase the library shelving, the vendor that holds the contract with TIPS is Library Furniture International (LFI) of Northbrook, IL. LFI recently purchased Jones Library Services of Carlisle, which the City has used for various library services, including the Library move last fall to the temporary library space.

Work is still being completed on the final Library shelving design, current cost estimate from LFI using the TIPS pricing is \$147,191. Once final design and pricing is obtained, that will be presented to the Council for final approval.

For the purchase of the other library furniture like chairs, desks, tables, etc a competitive bid process will be used.

RECOMMENDATION: Mayor and City Council consideration and approval of the attached resolution approving the interlocal agreement with Region VIII Education Service Center and consider waving Purchasing Policy No. 501 in order to use the TIPS program for the purchase of the library shelving from Library Furniture International.

1869 *Carroll* 2019
150
YEARS

RESOLUTION NO. _____

RESOLUTION ACCEPTING THE INTERLOCAL AGREEMENT WITH REGION VIII
EDUCATION SERVICE CENTER, IOWA PUBLIC AGENCY

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 by resolution; and

WHEREAS, the City of Carroll is desirous of entering into an agreement with Region VIII Education Service Center for the Interlocal Purchasing System (TIPS) Program; and

WHEREAS, an Agreement for services has been prepared by Region VIII Education Service Center; and

WHEREAS, it is determined that the approval of the attached agreement is in the best interest of the City of Carroll, Iowa;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Carroll, Iowa, that the Interlocal Agreement with Region VIII Education Service Center is accepted.

Passed and approved by the Carroll City Council this 13th day of May, 2019.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

BY: _____
Jerry Fleshner, Mayor Pro Tem

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

INTERLOCAL AGREEMENT
Region VIII Education Service Center
IOWA PUBLIC AGENCY
(School, College, University, State, City or County Office)

City of Carroll

IOWA EDUCATIONAL OR GOVERNMENT ENTITY

and

Region VIII Education Service Center
Pittsburg, Texas

_____-_____
Control Number (TIPS will Assign)
Schools enter County-District Number

225 - 950
Region 8 County-District Number

The Texas Education Code §8.002 permits Regional Education Service Centers, at the direction of the Commissioner of Education, to provide services to assist school districts, colleges and universities in improving student performance and increasing the efficiency and effectiveness of school, college and university financial operations.

Government Authority:

Iowa law permits a public agency of Iowa to jointly exercise any of its powers with another public agency in Iowa or a public agency in any other state. IOWA CODE §28E.3. The Region VIII Education Service Center, as a political subdivision in Texas, is an authorized public agency under Iowa Law. The Texas Education Code §8.002 and IOWA CODE §28E.2.

Vision:

TIPS will become the premier purchasing cooperative in North America through developing partnerships with quality vendors, school districts, universities, colleges, all governmental entities, and public and private industry.

Mission:

Our mission is to provide a proven purchasing process through quality customer service including timely response, legal support and effective recruitment by providing sufficient resources to include personnel.

Purpose:

The purpose of the TIPS program shall be to continue providing substantial savings and best value for participating educational entities or public agencies through cooperative purchasing.

Effective:

This Interlocal Agreement (hereinafter referred to as the "*Agreement*") is effective upon signature by Region VIII and shall be automatically renewed annually unless either party gives sixty (60) days prior written notice of non-renewal. This Agreement may be terminated without cause by either party upon (60) days prior written notice, or may also be determined for cause at anytime upon written notice stating the reason for and effective date of such terminations and after giving the affected party a thirty (30) day period to cure any breach.

Statement of Services to be Performed:

Region VIII Education Service Center, by this *Agreement*, agrees to provide competitively bid cooperative purchasing services to the above-named public entity through a Program known as The Interlocal Purchasing System (TIPS) Program.

Role of the TIPS Purchasing Cooperative:

1. Provide organizational and administrative structure of the TIPS Program.
2. Provide Administrative and Support Staff necessary for efficient operation of the TIPS Program.
3. Provide marketing of the TIPS program to expand membership, awarded contracts and commodity categories.
4. Initiate and implement activities required for competitive bidding and vendor award process including posting, advertising, collecting proposals, scoring proposals, and awarding of vendor contracts.
5. Provide members with current awarded vendor contracts, instructions for obtaining quotes and ordering procedures.
6. Maintain filing system for all competitive bidding procedure requirements.
7. Provide Reports as requested.
8. Maintain active membership database for awarded vendors.
9. Provide TIPS training to members and vendors upon request.

Role of the Education or Government Entity:

1. Commit to participate in the TIPS Program.
2. Designate a Primary and Technology Contact for the entity to be responsible for promoting TIPS within the organization.
3. Commit to purchase products and services from TIPS Vendor Awarded Contracts when in the best interest of the entity. **PURCHASE ORDER MUST ALWAYS BE MARKED TIPS and EMAILED to TIPSPO@TIPS-USA.COM for processing.**
4. Accept shipments of products ordered from Awarded Vendors in accordance with standard purchasing procedures.
6. Pay Awarded Vendors in a timely manner for all goods and services received.
7. Report any vendor issues that may arise to the TIPS Cooperative Coordinator.

General Provisions:

Both Parties agree to comply fully with all applicable federal, state, and local statutes, ordinances, rules, and regulations in connection with the programs contemplated under this Agreement. This Agreement is subject to all applicable present and future valid laws governing such programs.

This Agreement shall be governed by the laws of the State of Texas and venue shall be in the county in which the administrative offices of RESC VIII are located which is Camp County, Texas.

It is the responsibility of the Entity purchasing from TIPS to insure that the respective State purchasing laws are being followed.

This Agreement contains the entire agreement of the Parties hereto with respect to the matters covered by its terms, and it may not be modified in any manner without the express written consent of the Parties.

If any term(s) or provision(s) of this Agreement are held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions of this Agreement shall remain in full force and effect.

Before any party may resort to litigation, any claims, disputes or other matters in question between the Parties to this Agreement shall be submitted to nonbinding mediation

No Party to this Agreement waives or relinquishes any immunity or defense on behalf of themselves, their directors, officers, employees, and agents as a result of its execution of this Agreement and performance of the functions and obligations described herein.

This Agreement may be negotiated and transmitted between the Parties by means of a facsimile machine and the terms and conditions agreed to are binding upon the Parties.

Authorization:

Region VIII Education Service Center and The Interlocal Purchasing System (TIPS) Program have entered into an Agreement to provide competitively bid cooperative purchasing opportunities to entities as outlined above.

This Interlocal Agreement process was approved by the governing boards of the respective parties at meetings that were posted and held in accordance with the respective STATE Open Meetings Act, for Texas it was Government Code Ch. 551.

The individuals signing below are authorized to do so by the respective parties to this Agreement.

Membership Entity-

Region 8 Education Service Center

By: _____
Authorized Signature

By: _____
Authorized Signature

Title: _____

Title: Executive Director Region VIII ESC

Date

Date

Public Entity Contact Information

Primary Purchasing Person's Name

Primary Person's Email Address

Street Address

City, State Zip

Secondary Contact's Name

Telephone Number

Secondary Contact's Email Address

Fax Number

Instructions:

If your entity does not require you to have an Interlocal Agreement, please go to the TIPS website under Membership and take advantage of online registration. The states of Texas and Arizona **do** require all entities to have an Interlocal Agreement. Email completed Interlocal Agreement to tips@tips-usa.com.

City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Honorable Mayor and City Council Members

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

DATE: May 8, 2019

SUBJECT: Carroll Public Library and Carroll City Hall Audiovisual Package

- Report of Bid Opening
- Award of Bid

On May 7, 2019, bids for the Audiovisual Package related to the Carroll Public Library/Carroll City Hall Project were received, opened, and tabulated. Four bids were received. The base bids are as follows:

CCS Presentation Systems	\$236,430.00
Communication Innovators	\$197,350.00
Conference Technologies, Inc	\$250,000.00
Electronic Contracting Company	\$208,911.00

All bids received were reviewed for compliance with specifications and totals verified. Following review, it was determined that the bid submitted by Communication Innovators meets all required specification at a total bid price of \$197,350.00. The engineer's cost estimate for this work was \$180,381.00.

The audiovisual portion of the project was included in the miscellaneous line item of the budget which was \$391,055.04. To date \$31,388.78 has been spent out of this part of the project budget. It is expected the miscellaneous line item will remain within budget.

RECOMMENDATION: Mayor and City Council consideration and approval of bids for the Carroll Public Library and Carroll City Hall Audiovisual Package from Communication Innovators at their bid price of \$197,350.00.

CITY OF CARROLL

BID OPENING REPORT

Project: Carroll Public Library and Carroll City Hall Audiovisual Package

Date: Tuesday, May 07, 2019

Estimate:

Library \$55,276.00

City Hall \$125,105.00

Total \$180,381.00

Bid Security: 5% Minimum

Contractor	Bid Security	Library Bid Amount	City Hall Bid Amount	Total Bid Amount
1. CCS Presentation Systems	\$ 11,900.00	\$145,280.00	\$91,150.00	\$236,430.00
2. Communication Innovators	5%	\$66,870.00	\$130,480.00	\$197,350.00
3. Conference Technologies, Inc	5%	\$86,780.00	\$163,220.00	\$250,000.00
4. Electronic Contracting Company	5%	\$71,551.00	\$137,360.00	\$208,911.00
5. _____				
6. _____				

Signed: _____

Alma K. Buchinger

Date: _____

5-7-2019

THE ABOVE BID AMOUNTS HAVE NOT BEEN CHECKED.

THE BID TOTALS ARE SUBJECT TO CORRECTION AFTER
THE BIDS HAVE BEEN COMPLETELY REVIEWED.

City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Honorable Mayor and City Council Members

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

DATE: May 7, 2019

SUBJECT: Consider approving an Invitation to Developers for property at 224 N Main St

With the City's upcoming purchase of the property at 224 N Main Street, staff has prepared the attached Invitation to Developers for the property. The Invitation to Developers solicits offers to purchase the property from the City in an "as is" condition. If an acceptable offer is received, the property would be transferred via a Real Estate Contract of Sale to a developer when the City takes possession of the property on or after July 31, 2019.

The Invitation to Developers includes certain terms and conditions, including:

- Work to demolish the existing buildings must begin within 3 months of the date of the Real Estate Contract of Sale
- The existing buildings must be demolished within 6 months of the date of the Real Estate Contract of Sale
- If work on the future use is not started within 3 months after the demolition of the existing buildings then grading work on the site must be completed and the water and sewer service serving the property must be disconnected from the mains.

Written proposals would be accepted until 2:00 PM on July 1, 2019 and if any are received would be presented on July 8th for consideration.

RECOMMENDATION: Mayor and City Council approve by motion the proposed Invitation to Developers as presented.



INVITATION TO DEVELOPERS



The City of Carroll, Iowa is accepting redevelopment proposals for the real property located at 224 N Main St, Carroll, IA, legally described as:

Lot 9 and the South 11 feet of the West 68 feet of Lot 10, Block 37, Second Addition to Carroll, Carroll County, Iowa.

Parcel 06-25-203-002

The property is zoned I-1, Light Industrial District. In an I-1 zoning district, future use of the property could include: light industrial, business, professional, retail, or services establishments. Multi-family residential maybe permitted by special use permit, issued by the Board of Adjustment.

The property is offered for redevelopment subject to the following conditions:

- 1) Good faith deposit: 10% of bid is required as part of the proposal. Deposit shall be in the form of a personal/business check for amounts under \$100.00 and in the form of a cashier's check for amounts \$100.00 or more.
- 2) Developer must show proof of financial ability to complete the project.
- 3) Redevelopment Requirements. The developer shall be obligated to the following:
 - a) Property is being sold "as is".
 - b) Redevelopment must be started within 3 months of the date of the Real Estate Contract or date otherwise approved by the City.
 - c) The existing buildings are to be demolished. All construction debris including foundation and footings shall be removed and properly disposed of. The existing buildings must be demolished within 6 months of the date of the Real Estate Contract of Sale or date otherwise approved by the City.
 - d) If the work on the future use does not begin within 3 months of the demolition of the existing buildings or by a specific time that is approved by the City, then basement areas shall be filled, the lot shall be graded for appropriate drainage, water and sewer lines shall be disconnected from the main, and the land shall be re-seeded and ground cover established. Otherwise, if work on the future buildings starts within 3 month or a specific time is approved by the City, then grading work and disconnection of the water and sewer service lines may be waived. At all times any open pits shall be fenced to protect the public.
 - e) The developer shall secure permits for all work requiring permits in accordance with the City of Carroll Code of Ordinances.
 - f) A certificate of occupancy will be awarded at project completion and a warranty deed shall be delivered by the City to the Buyers.
 - g) The subject property is within the City of Carroll Urban Revitalization Area and may be eligible to apply for tax abatement. Information and eligibility requirements available upon request.
 - h) Written proposals shall be accepted until 2:00:00 PM on July 1, 2019 and shall be reviewed by a Committee for recommendation of award to the City Council. Written proposals should be delivered in a sealed envelope marked "224 N Main St Property Proposal" to:

City of Carroll
Attn: Mike Pogge-Weaver
510 N Carroll, Suite 2
Carroll, IA 51401

The City reserves the right to waive informalities in the sale procedures herein provided and to reject any and all proposals. It is anticipated that the City will take possession of the property on July 31, 2019. If a proposal is accepted, the City shall provide a Real Estate Contract to the Developer specifying the terms and conditions of the redevelopment proposal on or after July 31, 2019. A warranty deed will be provided upon completion and satisfaction of the terms and requirements set forth herein.

Any agreement and real estate contract herein is subject to Carroll City Council approval and further subject to the requirements of the Iowa Code regarding sale of real estate.

In the event a proposal is accepted by the City Council and the Developer fails or refuses to enter into a real estate contract for the property within 30 days after notification of acceptance of proposal, the City may terminate all rights of the Developer hereunder, and, in such event, may retain the good faith deposit of the Developer and the City may proceed with other arrangements or plans for the sale of the property to which this proposal relates.

The City may withdraw from the sale of the property at any time prior to conveyance of title and possession of said property by reason of the City being enjoined or prevented from so doing by any order or decision or act of any judicial, legislative, or executive body having authority in the premises, or by reason of the City not being able to transfer unencumbered title. In such case, the deposit will be refunded to the Developer.

Failure by the Developer to perform the requirements set forth above in the required time frame will result in the property reverting back to the City of Carroll. In such event, the City may retain all funds paid by the Developer and the Developer agrees to take any action requested by the City to transfer its interest back to the City.

Sale, gift, or assignment of the property by the Developer, prior to the completion of the development requirements, must have prior written approval by the City of Carroll.

Inspection of the interior of the property is available through appointment.

Requests for bid packets or questions should be directed to: Mike Pogge-Weaver, 712-792-1000, 510 N Carroll St, Suite 2, Carroll IA 51401. Email: mpoggeweaver@cityofcarroll.com.



North ↑

Aerial Photo of 224 N Main St, Carroll, IA 51401

City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

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

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

DATE: May 8, 2019

SUBJECT: Set Public Hearing Date for FY 2018/2019 Budget Amendment #1

The budget is a document required by the State of Iowa to ensure proper use of public monies. A budget is prepared well in advance of the actual operations. Many things/projects can occur between the time a budget is adopted and the end of that operating year. The budget document is also the City's guide for tracking revenues and expenditures. State of Iowa prohibits spending more than what has been budgeted. Knowing the budget is a working document and events occur that were not originally planned in the budget, a budget amendment is often required to follow State of Iowa Code. Below is a listing of the items to be included in this first, and only, budget amendment for FY 2018/2019. All of the items listed were included in the FY 2019 re-estimated amounts when the FY 2020 budget was prepared, in which many of the items are projects/purchases that were not completed in FY 2018.

- 1) **HVAC repairs** – Repairs were needed to the rooftop units at the Police Department as a result of storm damage in the summer of 2018. Some of the repairs will be covered by insurance.
- 2) **Park improvements** – A few park improvement items to be included in the budget amendment are a new pickup truck, carryover money for the removal of ash trees, and resurfacing the tennis courts at Graham Park.
- 3) **Rec Center Improvements** – This is carryover money for gym improvements specifically a new gym curtain and new ceiling suspended basketball hoops. Also included is to upgrade the original fire alarm system, implement 24-hour access, replace the projector and screen, purchase a new lifeguard chair, and install a UV system for the whirlpool.
- 4) **Cemetery** – This is an allocation for converting the old cemetery maintenance shop into a museum and the study from Shive Hattery for the parking lot and converting a storage shed into restrooms.
- 5) **General Government** – This section of the budget amendment is to incorporate funds to repair some cracks at the Historical Building.
- 6) **Others** - Other non-general fund items include funding for the Sesquicentennial celebration, the purchase of a medium duty truck and pick-up truck for the Streets Division, Rec Center Building and Southside shelter house improvements, debt service expense for the 2018B capital loan

1868 *Carroll* 2019
150
YEARS

notes, a transfer to the Water Department from the Downtown Urban Renewal Fund for the TIF loan that is funding the Corridor of Commerce Streetscape projects and expenditures for capital projects including street projects and streetscape projects.

Attached is the notice of public hearing to be published in the newspaper as required by Iowa Code. Also attached is a listing of the items and amounts included in the budget amendment. If you have any questions, please give me a call or stop by City Hall.

RECOMMENDATION: Council motion setting Tuesday, May 28, 2019 as the date for a public hearing for the F.Y. 2018/2019 Budget Amendment #1.

**NOTICE OF PUBLIC HEARING
AMENDMENT OF FY2018-2019 CITY BUDGET**

The City Council of Carroll in CARROLL County, Iowa
will meet at Carroll Comm School Board Rm, Adams Elemetary, 1026 N Adams
at 5:15PM on 05/28/2019
(hour) (Date)

, for the purpose of amending the current budget of the city for the fiscal year ending June 30, 2019
(year)
by changing estimates of revenue and expenditure appropriations in the following functions for the reasons given.
Additional detail is available at the city clerk's office showing revenues and expenditures by fund type and by activity.

		Total Budget as certified or last amended	Current Amendment	Total Budget after Current Amendment
Revenues & Other Financing Sources				
Taxes Levied on Property	1	5,685,648		5,685,648
Less: Uncollected Property Taxes-Levy Year	2	0		0
Net Current Property Taxes	3	5,685,648	0	5,685,648
Delinquent Property Taxes	4	0		0
TIF Revenues	5	966,899		966,899
Other City Taxes	6	1,910,488		1,910,488
Licenses & Permits	7	74,125		74,125
Use of Money and Property	8	182,050		182,050
Intergovernmental	9	2,042,734		2,042,734
Charges for Services	10	5,597,710		5,597,710
Special Assessments	11	0		0
Miscellaneous	12	1,369,331		1,369,331
Other Financing Sources	13	4,435,000		4,435,000
Transfers In	14	6,346,748	68,055	6,414,803
Total Revenues and Other Sources	15	28,610,733	68,055	28,678,788
Expenditures & Other Financing Uses				
Public Safety	16	2,182,326	24,000	2,206,326
Public Works	17	2,460,811	240,000	2,700,811
Health and Social Services	18	121,445		121,445
Culture and Recreation	19	3,215,933	419,929	3,635,862
Community and Economic Development	20	171,347	20,000	191,347
General Government	21	1,057,920	3,000	1,060,920
Debt Service	22	969,245	2,241	971,486
Capital Projects	23	10,152,779	1,087,065	11,239,844
Total Government Activities Expenditures	24	20,331,806	1,796,235	22,128,041
Business Type / Enterprises	25	4,896,271		4,896,271
Total Gov Activities & Business Expenditures	26	25,228,077	1,796,235	27,024,312
Transfers Out	27	6,346,748	68,055	6,414,803
Total Expenditures/Transfers Out	28	31,574,825	1,864,290	33,439,115
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out Fiscal Year	29	-2,964,092	-1,796,235	-4,760,327
Beginning Fund Balance July 1	30	18,682,047	1,505,251	20,187,298
Ending Fund Balance June 30	31	15,717,955	-290,984	15,426,971

Explanation of increases or decreases in revenue estimates, appropriations, or available cash:

Pickup purchase for parks and streets divisions, removal of ash trees due to Emerald Ash Borer, resurfacing Graham Park tennis courts, Rec Center building improvements, Southside shelter house improvements, Cemetery museum, and other capital projects including Street Rehab - 2019 project and Streetscape Phases 9, 10 & 11.

There will be no increase in tax levies to be paid in the current fiscal year named above related to the proposed budget amendment. Any increase in expenditures set out above will be met from the increased non-property tax revenues and cash balances not budgeted or considered in this current budget.

Laura A. Schaefer
City Clerk/ Finance Officer Name

BUDGET AMENDMENT #1 FY 18/19

GENERAL FUND AMENDMENTS

HVAC rooftop units repair at PD	(24,000)
Parks pickup with lift gate	(20,621)
Emerald ash borer - tree removal	(143,775)
Resurface Graham Park tennis courts	(20,033)
Gym improvements	(26,000)
Rec Center projector & screen	(32,000)
Lifeguard chair	(5,500)
Rec Center fire alarm system	(11,000)
Rec Center 24 hour access	(16,000)
Whirlpool UV installation	(10,000)
Cemetery museum work	(20,000)
Cemetery - museum/restroom study	(22,000)
Historical building - crack repairs	(3,000)

7/1/2018 General Fund Balance	\$ 3,712,593
Estimated Revenues	7,662,699
Estimated Expenses	8,672,361
6/30/2019 Projected Balance	<u>\$ 2,702,931</u>

Note: The above budget amendment includes expenses for items of projects that were started in FY 2018 or earlier and have been or are expected to be completed in current FY 2019. These items were all accounted for in the FY 2019 re-estimated amounts when the FY 20 budget was prepared.

HOTEL/MOTEL TAX FUND

Sesquicentennial celebration	(20,000)
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ROAD USE TAX FUND

Medium duty truck	(138,000)
Pickup truck with lift gate	(22,000)
Concrete grinding	(80,000)

LOCAL OPTION SALES TAX FUND

Rec Center building improvements	(60,000)
Southside shelter house improvements	(33,000)

DOWNTOWN UR FUND

Transfer to WUF - TIF debt pmt	(68,055)
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DEBT SERVICE FUND

2018B loan interest	(2,241)
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C.P. STREETS

Street Rehab - 2019	(411,000)
Third Street Resurfacing	(11,100)
Sidewalk Transition Plan	(15,765)

C.P. - CORRIDOR OF COMMERCE

Streetscape Phase 9	(508,500)
Streetscape Phase 10 & 11	(140,700)

WATER UTILITY FUND

Transfer from Downtown UR - debt pmt	68,055
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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: May 8, 2019

SUBJECT: Committee Reports

1. Library Board (meets 3rd or 4th Monday of month) –
2. Board of Adjustment (meets 1st Monday of month) – **May 6, 2019**
3. Planning and Zoning Commission (meets 2nd Wednesday of month) –
4. Carroll Airport Commission (meets 2nd Monday of month) – **April 23, 2019**
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) –
7. Carroll Historic Preservation Commission (no regular meeting dates) – **April 25, 2019**
8. Safety Committee (no regular meeting dates) –
9. Civil Service Commission (as needed) –



BOARD OF ADJUSTMENT
MINUTES OF MAY 6, 2019

The Board of Adjustment met in regular session on this date at 5:15 PM in the Meeting Room, Region XII. Members present: Aaron Juergens, Mark O'Leary, Donna Pudenz and John Wessling. Absent: Marion Burns, Ruth Nellesen and Nick Topf. Also present: Mike Pogge-Weaver, City Manager and Greg Schreck, Building/Fire Safety Official.

* * * * *

MOTION by Juergens, second by Wessling, to approve the minutes of the April 1, 2019 meeting as mailed. All present voted aye. Absent: Burns, Nellesen and Topf. Motion carried.

* * * * *

Case 05-19-01, a request for a variance to the front yard setback requirements from Sharp Funeral Home, 226 W 8th Street, legally described as Lots 6, 7, and 8, Block 47, Third Addition to Carroll, Carroll County, Iowa, was presented for consideration by the Board. Sharp Funeral Home proposes to construct a new handicap accessible entrance to the funeral home. All adjacent property owners were provided written notice via USPS. Kyle Atkinson and Dave Schapman appeared to support the request. A letter in support of the request from Gregory J. Siemann of Siemann Law Firm, was presented. No persons appeared to oppose the request. MOTION by Juergens, second by Wessling, to approve the request as presented for an eleven (11) foot variance to the front yard requirements. All present voted aye. Absent: Burns, Nellesen and Topf. Motion carried.

* * * * *

MOTION by Wessling, second by Pudenz, to adjourn at 5:23 PM. All present voted aye. Absent: Burns, Nellesen and Topf. Motion carried.

Mark O'Leary, Chairperson

Michel Pogge-Weaver, City Manager

Carroll Historic Preservation Commission
City of Carroll
Meeting Minutes
Thursday, April 25, 2019

Venue: City Hall Conference Room

Members of the City of Carroll Historic Commission met in Carroll City Hall on Thursday, April 25, 2019 at 10:00 am. Members present were: Chairperson Barbara Hackfort, Jacob Fiscus, Vicki Gach, Carolyn Siemann and Mary Baumhover. Absent: Joni Rutten. The meeting was called to order at 10:00 am by Chairperson Barbara Hackfort.

The agenda was approved by consensus. The minutes of January 17, 2019 were approved on motion by Jacob Fiscus, seconded by Vicki Gach.

Report regarding the City Cemetery Museum:

City Parks and Recreation Director Jack Wardell was present to discuss renovations to the City Cemetery Museum, specifically the fitting of the carriage door on the southwest side of the building. Improvements are necessary to make the door handicap accessible. Wardell showed members designs to retrofit the door at a possible cost of \$22,590. Wardell noted that much of the labor could be done by city workers. Wheelchair accessible signage will also be added. In regard to the restroom building improvements at the cemetery, which is the nearby stone building with fieldstone, an estimate to renovate at a cost to the city of \$46,500 was discussed by Wardell.

Vicki Gach noted that Larry Boyce of Boyce Monuments has discussed creating a granite sign on the niche of the front north pillar. Regarding the log cabin in Graham Park, Wardell will get the name of a person who could do re-pointing on the building.

Barbara Hackfort said that a time will be set to clean the cemetery museum Memorial Day, possibly the week of May 15th.

Recent acquisitions at the cemetery museum include two stained glass windows from Susie Duncan in January of 2019 and two windows and a brass grate from Dr. Robert and Pat Christensen in 2018.

Secretary Mary Baumhover read a thank you note from the Carroll Public Library regarding the recent Sesquicentennial Program presented at the library by Commission members. The idea of presenting the same program again at the library in January, 2020 was favorably discussed.

Chairperson Barbara Hackfort reminded members of the Preserve Iowa Summit on June 6-8 at Newton, Iowa and will decide on reservations in May.

Regarding the Carroll HPC Annual Project, Chairperson Barbara reviewed the plans of re-pointing the mortar joints in one of the Carroll historic buildings and noted that a certified mason is needed to supervise the work and the best way to preserve such buildings. After discussion, a motion was made by Jacob Fiscus, seconded by Carolyn Siemann to amend the original idea of inviting people to come to participate in hands-on training to a project of re-pointing the inside of the City Cemetery Museum and limiting participation to commission members. Motion carried unanimously.

Vicki Gach reported on various historic displays that are being set up for Carroll's Sesquicentennial celebration to include windows in the West Gate Mall and one in the Bank of the West of different

historic documents. Jacob Fiscus will provide various pictures of historic Carroll sites for the displays.

Meeting was adjourned on motion by Vicki Gach, seconded by Jacob Fiscus.

The next meeting will be announced.

Respectfully submitted,
Mary Baumhover, Secretary

Note: These minutes have not been officially approved.

CARROLL AIRPORT COMMISSION

Special Meeting

A special meeting of the Carroll Airport Commission was held on Tuesday, April 23, 2019, at the Arthur Neu Airport. Commission members in attendance were Norman Hutcheson, Greg Siemann, Gene Vincent, Kevin Wittrock and Dick Fulton. Also attending were Don Mensen, airport manager and Carol Schoeppner, recording secretary. Vice-Chairman Siemann conducted the 5:45 P.M. meeting.

The Commission met to discuss an Iowa DOT funding application for the fiscal year 2020. The application is for \$150,000.00 for construction of a corporate hanger. Mr. Crawford provided the funding application project data sheet. Total estimated cost would be \$600,000.00. This grant would be a 75/25 project. The Commission discussed there may be a need for a corporate hanger. A motion by Comm. Wittrock and seconded by Comm. Fulton was made to approve the resolution approving the application for FY 2020 State Airport Funding and have Chairman Hutcheson sign said resolution. Motion carried by Commissioners Hutcheson, Siemann, Vincent, Wittrock and Fulton.

The Commission again discussed the hanger sub-lease.

There being no further business, a motion by Comm. Vincent and seconded by Comm. Siemann was made to adjourn at 7:30 P.M..

Chairman/Vice-Chairman

ATTEST:
