

# 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:** July 23, 2018

**TIME OF MEETING:** 5:15 P.M.

**LOCATION OF MEETING:** The Council meeting will start at the temporary library space located at 425 W Highway 30, Suite 340 and then continue at the City Hall Council Chambers

**[www.cityofcarroll.com](http://www.cityofcarroll.com)**

## **AGENDA**

- I. Pledge of Allegiance
- II. Roll Call
- III. Introduction of New Employee – Joel Cortum
- IV. Consent Agenda
  - A. Approval of Minutes of the July 9 Meeting
  - B. Approval of Bills and Claims
  - C. Licenses and Permits:
    - 1. New 5-day Special Class “C” Liquor License with Outdoor Service – *Carroll Young Professionals (Carroll Fest August 11, 2015)*
  - D. Appointments to Committees, Commissions and Boards
    - Appointment by Council
      - 1. Christine Dirkx – Parks, Recreation and Cultural Advisory Board (3 year term to expire 5-31-21)
- V. Oral Requests and Communications from the Audience
- VI. Proclamation – National Night Out – August 7, 2018
- VII. Ordinances
  - None
- VIII. Resolutions
  - A. F.Y. 17/18 Year End Transfers
  - B. Resolution determining the necessity and setting date of a consultation and a public hearing on a proposed Rolling Hills South Condominium Urban Renewal Plan for a proposed Urban Renewal Area in the City of Carroll, State of Iowa

- C. Resolution determining the necessity and setting date of a consultation and a public hearing on a proposed Carroll Park Apartments Urban Renewal Plan for a proposed Urban Renewal Area in the City of Carroll, State of Iowa

IX. Reports

- A. Northeast Park Master Plan Presentation - 2018
- B. Report of Bid Opening - Pickleball Courts – Northwest Park
- C. Report of Bid Opening - Light Fairway Mower – Golf Course
- D. Funding Request for the City of Carroll's 150<sup>th</sup> Celebration
- E. Waive Purchasing Policy #0501 – Purchase of cablecast equipment for Carroll Area Access Television (CAAT6)
- F. Move the Regular August 13, 2018 City Council Meeting to August 6, 2018
- G. Carroll Public Library
  - a. Public Hearing on Plans, Specifications and Form of Contract
- H. Carroll City Hall
  - a. Public Hearing on Plans, Specifications and Form of Contract

X. Committee Reports

XI. Monthly Activity Report

XII. Comments from the Mayor

XIII. Comments from the City Council

XIV. Comments from the City Manager

XV. Adjourn

August/September Meetings:

Board of Adjustment – August 6, 2018  
Planning and Zoning Commission – August 8, 2018  
City Council – August 6, 2018 (tentative)  
Airport Commission – August 13, 2018  
Library Board of Trustees – August 20, 2018  
City Council – August 27, 2018  
Board of Adjustment – Tuesday, September 4, 2018  
City Council – September 10, 2018  
Airport Commission – September 10, 2018  
Planning and Zoning Commission – September 12, 2018  
Library Board of Trustees – September 17, 2018  
Parks, Recreation and Cultural Advisory Board – September 17, 2018  
City Council – September 24, 2018

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

## COUNCIL MEETING

JULY 9, 2018

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

The Carroll City Council met in regular session on this date at 5:15 p.m. at the Carroll Fire Station. Members present: Misty Boes, LaVern Dirxx, Clay Haley, Mike Kots, and Carolyn Siemann. Absent: Jerry Fleshner. Mayor Eric Jensen presided and City Attorney Dave Bruner was in attendance.

\* \* \* \* \*

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

\* \* \* \* \*

Volunteer Fire Chief Greg Schreck led Council on a tour of the fire station. No Council action taken.

\* \* \* \* \*

Council reconvened the Council meeting at 5:45 p.m.

\* \* \* \* \*

It was moved by Haley, seconded by Kots, to approve the following items on the consent agenda: a) minutes of the June 25 Council meeting, as written and b) bills and claims in the amount of \$797,614.18. On roll call, all present voted aye. Absent: Fleshner. Motion carried.

\* \* \* \* \*

There were no oral requests or communications from the audience.

\* \* \* \* \*

Mayor Jensen read the Home Rule Proclamation recognizing the 50<sup>th</sup> Anniversary of Municipal Home Rule in Iowa. No Council action taken.

\* \* \* \* \*

It was moved by Haley, seconded by Kots, to approve Resolution No. 1868, Accepting the Agreement with Tivity Health Service, LLC for the Healthways Silversneakers® Fitness Program to allow their members access to the Carroll Recreation Center. On roll call, all present voted aye. Absent: Fleshner. Motion carried.

\* \* \* \* \*

It was moved by Haley, seconded by Boes, to approve Resolution No. 1869, Professional Services Agreement with Impact7G to complete the Asbestos Containing Material (ACM) bid specifications, bid management, project observation, and clearance for the abatement of ACMs from the two structures at 112 E 5<sup>th</sup> Street and 627 N Adams Street for a total cost of \$4,300 plus

\$900 per day for project observation during construction. On roll call, all present voted aye.  
Absent: Fleshner. Motion carried.

\* \* \* \* \*

It was moved by Haley, seconded by Kots, to adjourn at 6:04 p.m. On roll call, all present voted aye. Absent: Fleshner. Motion carried.

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Eric P. Jensen, Mayor

ATTEST:

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Laura A. Schaefer, City Clerk



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

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018
PARTIALLY ITEMS DATES:	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018
UNPAID ITEMS DATES :		7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018

VENDOR	---- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----BALANCE----
01-001704	ACCO	POOL CHEMICALS	865.60	0.00	000000	0/00/00	865.60
		** TOTALS **	865.60	0.00			865.60
01-001621	ACE HARDWARE	SUPPLIES	2.78	0.00	000000	0/00/00	2.78
01-001621	ACE HARDWARE	REPAIR PARTS	164.92	0.00	000000	0/00/00	164.92
01-001621	ACE HARDWARE	REPAIR PARTS	9.97	0.00	000000	0/00/00	9.97
01-001621	ACE HARDWARE	SPRAYER BACKPACK	89.99	0.00	000000	0/00/00	89.99
01-001621	ACE HARDWARE	SUPPLIES	76.91	0.00	000000	0/00/00	76.91
01-001621	ACE HARDWARE	REPAIR PARTS	15.99	0.00	000000	0/00/00	15.99
01-001621	ACE HARDWARE	SUPPLIES	11.00	0.00	000000	0/00/00	11.00
01-001621	ACE HARDWARE	SUPPLIES	61.98	0.00	000000	0/00/00	61.98
01-001621	ACE HARDWARE	KEYS	3.78	0.00	000000	0/00/00	3.78
01-001621	ACE HARDWARE	SUPPLIES	27.99	0.00	000000	0/00/00	27.99
01-001621	ACE HARDWARE	SUPPLIES	5.99	0.00	000000	0/00/00	5.99
01-001621	ACE HARDWARE	SUPPLIES	4.99	0.00	000000	0/00/00	4.99
01-001621	ACE HARDWARE	KEYS AND SUPPLIES	14.74	0.00	000000	0/00/00	14.74
01-001621	ACE HARDWARE	MARKET ST. TRAFFIC BOX	39.98	0.00	000000	0/00/00	39.98
01-001621	ACE HARDWARE	SUPPLIES	7.67	0.00	000000	0/00/00	7.67
01-001621	ACE HARDWARE	SUPPLIES	95.98	0.00	000000	0/00/00	95.98
01-001621	ACE HARDWARE	REPAIR PARTS	13.09	0.00	000000	0/00/00	13.09
01-001621	ACE HARDWARE	SUPPLIES	11.99	0.00	000000	0/00/00	11.99
		** TOTALS **	659.74	0.00			659.74
01-001910	AHLERS & COONEY P.C.	MISC EMPLOYMENT MATTERS	2,263.02	0.00	000000	0/00/00	2,263.02
		** TOTALS **	2,263.02	0.00			2,263.02
01-012650	ALLIANT ENERGY-IES UTILIT	GAS BILLS	6,065.37	6,065.37-	111861	7/13/18	0.00
		** TOTALS **	6,065.37	6,065.37-			0.00
01-002080	AMAZON/SYNCHRONY BANK	BOOKS AND VIDEOS	294.92	294.92-	111883	7/19/18	0.00
		** TOTALS **	294.92	294.92-			0.00
01-002916	AMERICAN RED CROSS	TRAINING SUPPLIES	121.68	0.00	000000	0/00/00	121.68
01-002916	AMERICAN RED CROSS	WATER SAFETY INSTRUCTOR	393.00	0.00	000000	0/00/00	393.00
01-002916	AMERICAN RED CROSS	LIFEGUARDING	72.00	0.00	000000	0/00/00	72.00
		** TOTALS **	586.68	0.00			586.68
01-002370	ARNOLD MOTOR SUPPLY	FORD TRACTOR REPAIRS	132.99	0.00	000000	0/00/00	132.99
01-002370	ARNOLD MOTOR SUPPLY	BATTERY #22	103.99	0.00	000000	0/00/00	103.99
		** TOTALS **	236.98	0.00			236.98
01-002805	BADDING CONSTRUCTION CO.	AUGUST LIBRARY LEASE	4,725.00	0.00	000000	0/00/00	4,725.00
		** TOTALS **	4,725.00	0.00			4,725.00

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

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VENDOR	---- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----BALANCE----
01-002818	BAKER AND TAYLOR INC.	BOOKS RETURNED	11.98-	11.98	111887	7/19/18	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS RETURNED	16.09-	16.09	111887	7/19/18	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS RETURNED	11.19-	11.19	111887	7/19/18	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS RETURNED	10.19-	10.19	111887	7/19/18	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	553.76	553.76-	111887	7/19/18	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	515.19	515.19-	111887	7/19/18	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	342.51	342.51-	111887	7/19/18	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	72.96	72.96-	111887	7/19/18	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	385.00	385.00-	111887	7/19/18	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	839.89	839.89-	111887	7/19/18	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	466.77	466.77-	111887	7/19/18	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	9.25	9.25-	111887	7/19/18	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	8.75	8.75-	111887	7/19/18	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	1.25	1.25-	111887	7/19/18	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	7.00	7.00-	111887	7/19/18	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	15.00	15.00-	111887	7/19/18	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	13.25	13.25-	111887	7/19/18	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	9.00	9.00-	111887	7/19/18	0.00
** TOTALS **			3,190.13	3,190.13-			0.00
01-003515	BOMGAARS	LANDSCAPING	55.86	0.00	000000	0/00/00	55.86
01-003515	BOMGAARS	FERTILIZER	13.99	0.00	000000	0/00/00	13.99
01-003515	BOMGAARS	WEED CONTROL	29.99	29.99-	111849	7/12/18	0.00
01-003515	BOMGAARS	WEED CONTROL	89.97	89.97-	111849	7/12/18	0.00
01-003515	BOMGAARS	WEED CONTROL	23.98	23.98-	111849	7/12/18	0.00
01-003515	BOMGAARS	HOSE CLAMPS	5.56	0.00	000000	0/00/00	5.56
01-003515	BOMGAARS	REPAIR PARTS	30.05	0.00	000000	0/00/00	30.05
01-003515	BOMGAARS	SUPPLIES	43.49	0.00	000000	0/00/00	43.49
01-003515	BOMGAARS	SUPPLIES	21.97	0.00	000000	0/00/00	21.97
** TOTALS **			314.86	143.94-			170.92
01-002311	BOOK FARM INC.	BOOKS	475.76	475.76-	111885	7/19/18	0.00
** TOTALS **			475.76	475.76-			0.00
01-001805	BOOK LOOK	BOOKS	450.71	450.71-	111880	7/19/18	0.00
** TOTALS **			450.71	450.71-			0.00
01-003661	BREDA TELEPHONE CORPORATI	LOCAL AND LONG DISTANCE	2,621.99	2,621.99-	111766	7/09/18	0.00
** TOTALS **			2,621.99	2,621.99-			0.00
01-001155	BRYAN ROCK PRODUCTS INC.	RED BALL DIAMOND	1,333.35	0.00	000000	0/00/00	1,333.35
** TOTALS **			1,333.35	0.00			1,333.35
01-003700	BSN SPORTS INC.	EQUIPMENT REPAIRS	315.00	0.00	000000	0/00/00	315.00

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VENDOR	----- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	-----BALANCE---
		** TOTALS **	315.00	0.00			315.00
01-003140	CANINE TACTICAL	K-9 KENNELING	270.00	0.00	000000	0/00/00	270.00
		** TOTALS **	270.00	0.00			270.00
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	3.50	3.50-	111851	7/12/18	0.00
01-004138	CAPITAL SANITARY SUPPLY	BATHROOM SUPPLIES	139.58	0.00	000000	0/00/00	139.58
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	16.00	16.00-	111851	7/12/18	0.00
01-004138	CAPITAL SANITARY SUPPLY	SUPPLIES	49.43	0.00	000000	0/00/00	49.43
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	383.16	0.00	000000	0/00/00	383.16
01-004138	CAPITAL SANITARY SUPPLY	SUPPLIES	121.18	0.00	000000	0/00/00	121.18
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	39.00	0.00	000000	0/00/00	39.00
		** TOTALS **	751.85	19.50-			732.35
01-025028	CAROL SCHOEPPNER	SECRETARY CONTRACT	350.00	350.00-	111856	7/12/18	0.00
		** TOTALS **	350.00	350.00-			0.00
01-000747	CARROLL AUTO SUPPLY	FUEL FILTER & OIL #36	143.03	0.00	000000	0/00/00	143.03
01-000747	CARROLL AUTO SUPPLY	RUBBER GLOVES	23.37	0.00	000000	0/00/00	23.37
01-000747	CARROLL AUTO SUPPLY	OIL #35	4.12	0.00	000000	0/00/00	4.12
01-000747	CARROLL AUTO SUPPLY	OIL AND FILTER #36	65.84	0.00	000000	0/00/00	65.84
		** TOTALS **	236.36	0.00			236.36
01-004132	CARROLL AVIATION INC.	CONTRACT	6,600.00	6,600.00-	111850	7/12/18	0.00
		** TOTALS **	6,600.00	6,600.00-			0.00
01-004146	CARROLL CONTROL SYSTEMS	QUARTERLY TEMPERATURE CONTROL	950.00	0.00	000000	0/00/00	950.00
		** TOTALS **	950.00	0.00			950.00
01-004183	CARROLL COUNTY TREASURER	LIEN FILING FEE - 208 N MAPLE	5.00	5.00-	111859	7/13/18	0.00
01-004183	CARROLL COUNTY TREASURER	LIEN FILING FEE 1003 SALINGER	5.00	5.00-	111860	7/13/18	0.00
		** TOTALS **	10.00	10.00-			0.00
01-004193	CARROLL FIRE DEPARTMENT	JUNE FIRE CALLS AND DRILLS	1,780.00	0.00	000000	0/00/00	1,780.00
		** TOTALS **	1,780.00	0.00			1,780.00
01-004196	CARROLL HYDRAULICS	#29 HYDRAULIC FITTINGS	11.36	0.00	000000	0/00/00	11.36
01-004196	CARROLL HYDRAULICS	CAMEL HOSE REPAIRS	173.02	0.00	000000	0/00/00	173.02
		** TOTALS **	184.38	0.00			184.38
01-004200	CARROLL LUMBER	EQUIPMENT REPAIRS	20.80	0.00	000000	0/00/00	20.80
01-004200	CARROLL LUMBER	ANCHOR SCREWS	10.32	0.00	000000	0/00/00	10.32
		** TOTALS **	31.12	0.00			31.12

ACCOUNTS PAYABLE  
OPEN ITEM REPORT  
SUMMARY

=====PAYMENT DATES=====			=====ITEM DATES=====			=====POSTING DATES=====		
PAID ITEMS DATES	:	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018
PARTIALLY ITEMS DATES:		7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018
UNPAID ITEMS DATES	:		7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018

VENDOR	----- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	-----BALANCE----
01-002977	CARROLL REFUSE SERVICE	JUNE GARBAGE	57.00	57.00-	111848	7/12/18	0.00
01-002977	CARROLL REFUSE SERVICE	JUNE TRASH COLLECTIONS	11,714.12	11,714.12-	111764	7/09/18	0.00
		** TOTALS **	11,771.12	11,771.12-			0.00
01-000991	CARUS PHOSPHATE INC.	WATER TREATMENT SUPPLIES	4,907.39	0.00	000000	0/00/00	4,907.39
01-000991	CARUS PHOSPHATE INC.	WATER TREATMENT SUPPLIES	2,211.30	0.00	000000	0/00/00	2,211.30
		** TOTALS **	7,118.69	0.00			7,118.69
01-003269	CAYLER CONSULTING LLC	CAPTAIN ASSESSMENT CENTER	1,600.00	0.00	000000	0/00/00	1,600.00
		** TOTALS **	1,600.00	0.00			1,600.00
01-004325	CENTRAL IOWA DISTRIBUTING	OPERATING SUPPLIES	238.80	0.00	000000	0/00/00	238.80
01-004325	CENTRAL IOWA DISTRIBUTING	CLEANING SUPPLIES	312.60	0.00	000000	0/00/00	312.60
		** TOTALS **	551.40	0.00			551.40
01-002998	CENTURYLINK	BACKUP TELEPHONE LINE	109.72	109.72-	111890	7/19/18	0.00
01-002998	CENTURYLINK	BACKUP TELEPHONE LINE	57.14	57.14-	111891	7/19/18	0.00
		** TOTALS **	166.86	166.86-			0.00
01-004137	CHAMBER OF COMMERCE	WELLNESS	5,220.00	0.00	000000	0/00/00	5,220.00
		** TOTALS **	5,220.00	0.00			5,220.00
01-001393	CHAMPION FORD INC.	POLICE EXPLORER INTERCEPTOR	19,939.00	19,939.00-	111858	7/13/18	0.00
		** TOTALS **	19,939.00	19,939.00-			0.00
01-002867	CINTAS FIRST AID & SAFETY	SAFETY SUPPLIES	154.34	0.00	000000	0/00/00	154.34
01-002867	CINTAS FIRST AID & SAFETY	VEST	74.95	0.00	000000	0/00/00	74.95
		** TOTALS **	229.29	0.00			229.29
01-001153	COLOR-FLEX	YARDAGE MARKERS	195.00	0.00	000000	0/00/00	195.00
		** TOTALS **	195.00	0.00			195.00
01-004835	COMMERCIAL SAVINGS BANK	JULY ACH PROCESSING FEES	113.52	113.52-	000000	7/16/18	0.00
01-004835	COMMERCIAL SAVINGS BANK	FEDERAL WITHHOLDINGS	12,636.22	12,636.22-	000244	7/19/18	0.00
01-004835	COMMERCIAL SAVINGS BANK	FICA WITHHOLDING	16,269.70	16,269.70-	000244	7/19/18	0.00
01-004835	COMMERCIAL SAVINGS BANK	MEDICARE WITHHOLDING	4,758.38	4,758.38-	000244	7/19/18	0.00
		** TOTALS **	33,777.82	33,777.82-			0.00
01-004836	COMMUNITY OIL CO. INC.	GREASE	51.99	0.00	000000	0/00/00	51.99
		** TOTALS **	51.99	0.00			51.99
01-000366	COMPUTER & NETWORK SPEC	COMPUTER ISSUES	30.00	0.00	000000	0/00/00	30.00
01-000366	COMPUTER & NETWORK SPEC	LAPTOP CLEANUP	105.00	0.00	000000	0/00/00	105.00
01-000366	COMPUTER & NETWORK SPEC	PD SERVER	9,256.00	0.00	000000	0/00/00	9,256.00

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	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018
PARTIALLY ITEMS DATES:	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018
UNPAID ITEMS DATES :		7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018

VENDOR	----- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	-----BALANCE----
01-000366	COMPUTER & NETWORK SPEC	CELL PHONE ISSUES	75.00	0.00	000000	0/00/00	75.00
		** TOTALS **	9,466.00	0.00			9,466.00
01-000911	COMPUTER CONCEPTS OF IOWA	IT MAINTENANCE	100.00	100.00-	111878	7/19/18	0.00
01-000911	COMPUTER CONCEPTS OF IOWA	TEMPORARY LOCATION	650.00	650.00-	111878	7/19/18	0.00
01-000911	COMPUTER CONCEPTS OF IOWA	IT MAINTENANCE	314.79	314.79-	111878	7/19/18	0.00
		** TOTALS **	1,064.79	1,064.79-			0.00
01-001539	CONFLUENCE	CARROLL STREETSCAPE PHASE 8	4,321.10	0.00	000000	0/00/00	4,321.10
01-001539	CONFLUENCE	CARROLL STREETSCAPE PHASE 8	578.60	0.00	000000	0/00/00	578.60
		** TOTALS **	4,899.70	0.00			4,899.70
01-003145	CORE AND MAIN LP	METERS	1,039.00	0.00	000000	0/00/00	1,039.00
01-003145	CORE AND MAIN LP	METERS	9,477.00	0.00	000000	0/00/00	9,477.00
		** TOTALS **	10,516.00	0.00			10,516.00
01-003214	COREMARK MIDCONTINENT INC	CONCESSIONS RETURNED	57.40-	0.00	000000	0/00/00	57.40-
01-003214	COREMARK MIDCONTINENT INC	CONCESSIONS	855.14	0.00	000000	0/00/00	855.14
01-003214	COREMARK MIDCONTINENT INC	CONCESSIONS	847.72	0.00	000000	0/00/00	847.72
01-003214	COREMARK MIDCONTINENT INC	CONCESSIONS	267.27	0.00	000000	0/00/00	267.27
01-003214	COREMARK MIDCONTINENT INC	CONCESSIONS	210.45	0.00	000000	0/00/00	210.45
		** TOTALS **	2,123.18	0.00			2,123.18
01-001595	COUNSEL OFFICE & DOCUMENT	COPIER CONTRACT	320.63	0.00	000000	0/00/00	320.63
		** TOTALS **	320.63	0.00			320.63
01-005395	D & K PRODUCTS	CHEMICALS	2,944.50	0.00	000000	0/00/00	2,944.50
		** TOTALS **	2,944.50	0.00			2,944.50
01-002648	D/R ELECTRIC INC.	REPAIR CONDUIT AND WIRE	125.00	0.00	000000	0/00/00	125.00
		** TOTALS **	125.00	0.00			125.00
01-005410	DAILY TIMES HERALD	ADS	413.00	0.00	000000	0/00/00	413.00
01-005410	DAILY TIMES HERALD	PUBLICITY SUPPLIES	225.00	225.00-	111895	7/19/18	0.00
		** TOTALS **	638.00	225.00-			413.00
01-005615	DEMCO EDUCATIONAL CORP.	OPERATING SUPPLIES	416.41	416.41-	111896	7/19/18	0.00
		** TOTALS **	416.41	416.41-			0.00
01-000781	DIXON CONSTRUCTION CO.	US HWY 30 AND GRANT RD	130,166.73	0.00	000000	0/00/00	130,166.73
		** TOTALS **	130,166.73	0.00			130,166.73
01-006275	DREES OIL CO. INC.	UNLEADED GASOLINE	1,321.06	0.00	000000	0/00/00	1,321.06
01-006275	DREES OIL CO. INC.	DIESEL FUEL	1,068.18	0.00	000000	0/00/00	1,068.18

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=====PAYMENT DATES=====			=====ITEM DATES=====			=====POSTING DATES=====		
PAID ITEMS DATES	:	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018
PARTIALLY ITEMS DATES:		7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018
UNPAID ITEMS DATES	:		7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018

VENDOR	----	VENDOR NAME	-----	DESCRIPTION		GROSS AMT		PAYMENTS	CHECK#	CHECK DT	----	BALANCE---
01-006275		DREES OIL CO. INC.		DIESEL FUEL		942.04		0.00	000000	0/00/00		942.04
01-006275		DREES OIL CO. INC.		FUEL #22		80.00		0.00	000000	0/00/00		80.00
				** TOTALS **		3,411.28		0.00				3,411.28
01-006725		EARL MAY STORE		LANDSCAPING CREDIT		699.80-		0.00	000000	0/00/00		699.80-
01-006725		EARL MAY STORE		LANDSCAPING SUPPLIES		41.96		0.00	000000	0/00/00		41.96
01-006725		EARL MAY STORE		LANDSCAPING		842.62		0.00	000000	0/00/00		842.62
				** TOTALS **		184.78		0.00				184.78
01-000258		EBSCO SUBSCRIPTION SERVIC		PERIODICAL RENEWAL		3,108.84		3,108.84-	111873	7/19/18		0.00
				** TOTALS **		3,108.84		3,108.84-				0.00
01-012590		ECHO ELECTRIC SUPPLY		CBD LIGHTHEADS		3,672.94		0.00	000000	0/00/00		3,672.94
01-012590		ECHO ELECTRIC SUPPLY		SUPPLIES		78.53		78.53-	111898	7/19/18		0.00
				** TOTALS **		3,751.47		78.53-				3,672.94
01-006810		ECOWATER SYSTEMS		COOLER RENT AND WATER		114.96		114.96-	111852	7/12/18		0.00
01-006810		ECOWATER SYSTEMS		SOFTNER SALT		58.50		0.00	000000	0/00/00		58.50
				** TOTALS **		173.46		114.96-				58.50
01-002029		ENVISIONWARE INC.		DATABASE RENEWAL		538.85		538.85-	111882	7/19/18		0.00
				** TOTALS **		538.85		538.85-				0.00
01-002644		ETS CORPORATION		CREDIT CARD MACHINE		673.24		0.00	000000	0/00/00		673.24
01-002644		ETS CORPORATION		ONLINE CC PROCESSING		198.98		198.98-	000000	7/09/18		0.00
01-002644		ETS CORPORATION		IN OFFICE CC PROCESSING FEES		105.15		105.15-	000000	7/09/18		0.00
				** TOTALS **		977.37		304.13-				673.24
01-008020		FAMILY & SPECIALTY MEDICA		PRE-EMPLOYMENT PHYSICAL-CORTUM		345.00		0.00	000000	0/00/00		345.00
				** TOTALS **		345.00		0.00				345.00
01-008027		FAREWAY STORES		CONCESSIONS		8.22		0.00	000000	0/00/00		8.22
				** TOTALS **		8.22		0.00				8.22
01-008050		FASTENAL COMPANY		BOLTS FOR METERS		239.28		0.00	000000	0/00/00		239.28
01-008050		FASTENAL COMPANY		#23 BOLTS		8.88		0.00	000000	0/00/00		8.88
				** TOTALS **		248.16		0.00				248.16
01-006860		FELD FIRE EQUIPMENT CO.		5 GALLON CLASS A FOAM		75.50		0.00	000000	0/00/00		75.50
01-006860		FELD FIRE EQUIPMENT CO.		RECHARGE EXTINGUISHER		90.60		0.00	000000	0/00/00		90.60
				** TOTALS **		166.10		0.00				166.10
01-000013		FIRE/POLICE RETIREMENT SY		MFPRSI CONTRIBUTIONS		10,960.15		10,960.15-	000245	7/19/18		0.00
				** TOTALS **		10,960.15		10,960.15-				0.00

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UNPAID ITEMS DATES :		7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018

VENDOR	---- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----BALANCE----
-----							
01-002806	FOUNDATION ANALYTICAL LAB	LAB TESTING	450.50	0.00	000000	0/00/00	450.50
		** TOTALS **	450.50	0.00			450.50
01-009315	GALL'S INC.	UNIFORM BOOTS	578.34	0.00	000000	0/00/00	578.34
		** TOTALS **	578.34	0.00			578.34
01-009500	GEHLING WELDING & REPAIR	POOL BASKETBALL HOOP REPAIRS	104.50	0.00	000000	0/00/00	104.50
01-009500	GEHLING WELDING & REPAIR	SHAFT #29 SANDER	103.14	0.00	000000	0/00/00	103.14
		** TOTALS **	207.64	0.00			207.64
01-002567	GEHLPRO WELDING	REPAIR BOX #26	334.68	0.00	000000	0/00/00	334.68
		** TOTALS **	334.68	0.00			334.68
01-009535	GENERAL RENTAL	2-PACKS SAW BLADES	50.00	0.00	000000	0/00/00	50.00
		** TOTALS **	50.00	0.00			50.00
01-001835	GLENN MATTHEW BABB	PROGRAM SUPPLIES	18.50	18.50-	111881	7/19/18	0.00
		** TOTALS **	18.50	18.50-			0.00
01-003037	GMB FOODS INC	CAPTAIN ASSESSMENT	49.97	0.00	000000	0/00/00	49.97
		** TOTALS **	49.97	0.00			49.97
01-010680	HAWKINS WATER TREATMENT	WATER TREATMENT SUPPLIES	875.60	0.00	000000	0/00/00	875.60
		** TOTALS **	875.60	0.00			875.60
01-010750	HEARING UNLIMITED	PRE EMPYMT HEARING TEST-CORTUM	35.00	0.00	000000	0/00/00	35.00
		** TOTALS **	35.00	0.00			35.00
01-011831	HY-VEE INC.	SUPPLIES	10.99	10.99-	111897	7/19/18	0.00
		** TOTALS **	10.99	10.99-			0.00
01-012552	INDUSTRIAL BEARING SUPP.	#29 SANDER REPAIRS	125.01	0.00	000000	0/00/00	125.01
		** TOTALS **	125.01	0.00			125.01
01-001306	INTERNAL REVENUE SERVICE	2017 PCORI FEE	126.67	126.67-	111762	7/09/18	0.00
		** TOTALS **	126.67	126.67-			0.00
01-012625	IOWA DEPT OF NATURAL RESO	2019 WATER SUPPLY FEE	1,163.24	0.00	000000	0/00/00	1,163.24
		** TOTALS **	1,163.24	0.00			1,163.24
01-012666	IOWA ONE CALL	JUNE 2018 LOCATES	184.20	0.00	000000	0/00/00	184.20
		** TOTALS **	184.20	0.00			184.20

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PAID ITEMS DATES :	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018
PARTIALLY ITEMS DATES:	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018
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VENDOR	----	VENDOR NAME	-----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----	BALANCE----
-----										
01-012678	IOWA PRISON INDUSTRIES	SIGNS			4,029.30	0.00	000000	0/00/00		4,029.30
01-012678	IOWA PRISON INDUSTRIES	SIGNS			4,593.00	0.00	000000	0/00/00		4,593.00
01-012678	IOWA PRISON INDUSTRIES	SIGNS			2,193.50	0.00	000000	0/00/00		2,193.50
				** TOTALS **	10,815.80	0.00				10,815.80
01-012685	IOWA SMALL ENGINE CENTER	REPAIR PARTS			14.62	0.00	000000	0/00/00		14.62
01-012685	IOWA SMALL ENGINE CENTER	SUPPLIES			61.94	0.00	000000	0/00/00		61.94
01-012685	IOWA SMALL ENGINE CENTER	WEEDEATER REPAIR PARTS			106.89	0.00	000000	0/00/00		106.89
				** TOTALS **	183.45	0.00				183.45
01-012706	IPERS	IPERS CONTRIBUTIONS			17,811.95	17,811.95-	000246	7/19/18		0.00
01-012706	IPERS	IPERS CONTRIBUTIONS			136.13	136.13-	000246	7/19/18		0.00
01-012706	IPERS	IPERS CONTRIBUTIONS			35.99	35.99-	000246	7/19/18		0.00
				** TOTALS **	17,984.07	17,984.07-				0.00
01-001438	J. J. SCHRECK	LAW UPDATE TRAINING			109.11	109.11-	111879	7/19/18		0.00
				** TOTALS **	109.11	109.11-				0.00
01-002453	JASON MATTHEW LAMBERTZ	PRODUCTION COSTS			960.00	0.00	000000	0/00/00		960.00
				** TOTALS **	960.00	0.00				960.00
01-003243	JET'S OUTDOOR POWER AND S	GOLF CART RENTALS			290.00	0.00	000000	0/00/00		290.00
				** TOTALS **	290.00	0.00				290.00
01-003272	JIM MCGUIRE	AQ CENTER MEMBERSHIP REFUND			95.00	0.00	000000	0/00/00		95.00
				** TOTALS **	95.00	0.00				95.00
01-025020	JOHN DEERE FINANCIAL	TRUCK CLEANER			23.80	23.80-	111905	7/19/18		0.00
01-025020	JOHN DEERE FINANCIAL	REPAIR PARTS			28.71	28.71-	111905	7/19/18		0.00
01-025020	JOHN DEERE FINANCIAL	EQUIPMENT REPAIRS			1,933.97	1,933.97-	111905	7/19/18		0.00
01-025020	JOHN DEERE FINANCIAL	REPAIR PARTS			285.59	285.59-	111905	7/19/18		0.00
01-025020	JOHN DEERE FINANCIAL	EQUIPMENT REPAIRS			462.27	462.27-	111905	7/19/18		0.00
01-025020	JOHN DEERE FINANCIAL	REPAIR PARTS			406.07	406.07-	111905	7/19/18		0.00
01-025020	JOHN DEERE FINANCIAL	OIL FILTERS			12.04	12.04-	111905	7/19/18		0.00
01-025020	JOHN DEERE FINANCIAL	#34 - FILTERS			54.19	54.19-	111905	7/19/18		0.00
01-025020	JOHN DEERE FINANCIAL	REPAIRS			17.06	17.06-	111905	7/19/18		0.00
01-025020	JOHN DEERE FINANCIAL	SICKLE MOWER PARTS			310.42	310.42-	111905	7/19/18		0.00
				** TOTALS **	3,534.12	3,534.12-				0.00
01-000471	JOHN SNYDER	STEEL TOED BOOTS			150.00	150.00-	111877	7/19/18		0.00
				** TOTALS **	150.00	150.00-				0.00
01-003268	JOHN WIEBOLD	CAPTAIN ASSESSMENT CENTER			58.86	0.00	000000	0/00/00		58.86
				** TOTALS **	58.86	0.00				58.86



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PAID ITEMS DATES	:	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018
PARTIALLY ITEMS DATES:	:	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018
UNPAID ITEMS DATES	:		7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018

VENDOR	----	VENDOR NAME	-----	DESCRIPTION		GROSS AMT		PAYMENTS	CHECK#	CHECK DT	----	BALANCE---
01-003233		JON YORK		ILEA MILEAGE		174.40		174.40-	111892	7/19/18		0.00
				** TOTALS **		174.40		174.40-				0.00
01-002163		JR'S UNLOCK SERVICE		RECUT MASTER KEYS		12.00		0.00	000000	0/00/00		12.00
				** TOTALS **		12.00		0.00				12.00
01-000994		KABEL BUSINESS SERVICES - JUNE HRA CHECKS				6,014.91		6,014.91-	000000	7/06/18		0.00
01-000994		KABEL BUSINESS SERVICES - JUNE HRA PARTICIPANT FEES				165.75		165.75-	000000	7/09/18		0.00
01-000994		KABEL BUSINESS SERVICES - JULY FLEX PARTICIPANT FEES				90.00		90.00-	000000	7/12/18		0.00
				** TOTALS **		6,270.66		6,270.66-				0.00
01-014520		KASPERBAUER CLEANING SER		LAUNDER MOPS		30.78		0.00	000000	0/00/00		30.78
01-014520		KASPERBAUER CLEANING SER		LAUNDER MOPS		86.49		0.00	000000	0/00/00		86.49
01-014520		KASPERBAUER CLEANING SER		LAUNDER MOPS		30.78		0.00	000000	0/00/00		30.78
				** TOTALS **		148.05		0.00				148.05
01-014815		KEYSTONE LABORATORIES		BACTERIA SAMPLES		137.50		0.00	000000	0/00/00		137.50
				** TOTALS **		137.50		0.00				137.50
01-014940		KITT PLBG. AND HTG. INC.		FURNACE FILTERS		150.00		150.00-	111855	7/12/18		0.00
				** TOTALS **		150.00		150.00-				0.00
01-015190		KNOBBE PLBG. & HTG.		SEWER CAMERA LOCATOR		80.00		0.00	000000	0/00/00		80.00
				** TOTALS **		80.00		0.00				80.00
01-010827		LEON HENDRICKS		JUNE CONTRACT METER READER		1,818.92		1,818.92-	111767	7/09/18		0.00
				** TOTALS **		1,818.92		1,818.92-				0.00
01-002440		LIBRARY IDEAS LLC		DATABASE RENEWAL		4,138.00		4,138.00-	111886	7/19/18		0.00
				** TOTALS **		4,138.00		4,138.00-				0.00
01-003267		MAKAI ECHER		CAPTAIN ASSESSMENT CENTER		442.65		0.00	000000	0/00/00		442.65
				** TOTALS **		442.65		0.00				442.65
01-017123		MANGOLD ENVIRONMENTAL		BACTERIA SAMPLES		295.00		0.00	000000	0/00/00		295.00
				** TOTALS **		295.00		0.00				295.00
01-017133		MASTERCARD		SUPPLIES & CONFERENCE EXP.		757.36		757.36-	111899	7/19/18		0.00
01-017133		MASTERCARD		CONFERENCE EXPENSES/SUPPLIES		1,657.42		1,657.42-	111900	7/19/18		0.00
01-017133		MASTERCARD		ACROBAT PRO DC		14.99		14.99-	111901	7/19/18		0.00
01-017133		MASTERCARD		BACKGROUND CHECK & SUPPLIES		110.57		110.57-	111902	7/19/18		0.00
01-017133		MASTERCARD		SUPPLIES AND EXPENSES		905.89		905.89-	111903	7/19/18		0.00
				** TOTALS **		3,446.23		3,446.23-				0.00

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PARTIALLY ITEMS DATES:		7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018
UNPAID ITEMS DATES	:		7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018

VENDOR	----	VENDOR NAME	-----	DESCRIPTION		GROSS AMT		PAYMENTS	CHECK#	CHECK DT	----	BALANCE---
-----												
01-012680		MID AMERICAN ENERGY		ELECTRIC BILLS		50,293.15		50,293.15-	111854	7/12/18		0.00
				** TOTALS **		50,293.15		50,293.15-				0.00
01-017585		MIDWEST WHOLESALE		CONCRETE		27.00		0.00	000000	0/00/00		27.00
01-017585		MIDWEST WHOLESALE		FORMS		26.40		0.00	000000	0/00/00		26.40
				** TOTALS **		53.40		0.00				53.40
01-002951		MIKE POGGE-WEAVER		ACCESS WASHINGTON EXPENSES		64.55		64.55-	111889	7/19/18		0.00
				** TOTALS **		64.55		64.55-				0.00
01-017730		MOORHOUSE READY MIX CO.		CLARK ST. REPAIRS		824.25		0.00	000000	0/00/00		824.25
01-017730		MOORHOUSE READY MIX CO.		CLARK ST. REPAIRS		824.25		0.00	000000	0/00/00		824.25
01-017730		MOORHOUSE READY MIX CO.		GRANT ROAD REPAIRS		706.50		0.00	000000	0/00/00		706.50
01-017730		MOORHOUSE READY MIX CO.		ROW PIKE		883.13		0.00	000000	0/00/00		883.13
01-017730		MOORHOUSE READY MIX CO.		WEST ST. REPAIRS		1,177.50		0.00	000000	0/00/00		1,177.50
01-017730		MOORHOUSE READY MIX CO.		WEST ST. REPAIRS		1,177.50		0.00	000000	0/00/00		1,177.50
01-017730		MOORHOUSE READY MIX CO.		WATERMAIN REPAIRS - BOMGAARS		1,177.50		0.00	000000	0/00/00		1,177.50
01-017730		MOORHOUSE READY MIX CO.		WATERMAIN REPAIRS - BOMGAARS		1,059.75		0.00	000000	0/00/00		1,059.75
01-017730		MOORHOUSE READY MIX CO.		STREET REPAIRS - EARL MAY		1,177.50		0.00	000000	0/00/00		1,177.50
01-017730		MOORHOUSE READY MIX CO.		STREET REPAIRS - EARL MAY		1,177.50		0.00	000000	0/00/00		1,177.50
01-017730		MOORHOUSE READY MIX CO.		STREET REPAIRS - EARL MAY		117.75		0.00	000000	0/00/00		117.75
01-017730		MOORHOUSE READY MIX CO.		WEST ST. REPAIRS		1,177.50		0.00	000000	0/00/00		1,177.50
01-017730		MOORHOUSE READY MIX CO.		ROW MAIN ST.		824.25		0.00	000000	0/00/00		824.25
01-017730		MOORHOUSE READY MIX CO.		CONCRETE		942.00		0.00	000000	0/00/00		942.00
01-017730		MOORHOUSE READY MIX CO.		CONCRETE		942.00		0.00	000000	0/00/00		942.00
01-017730		MOORHOUSE READY MIX CO.		RADIANT ROAD REPAIRS		471.00		0.00	000000	0/00/00		471.00
01-017730		MOORHOUSE READY MIX CO.		RADIANT ROAD REPAIRS		588.75		0.00	000000	0/00/00		588.75
				** TOTALS **		15,248.63		0.00				15,248.63
01-018110		MUNICIPAL SUPPLY INC.		COUPLER AND PIPE		3,452.72		0.00	000000	0/00/00		3,452.72
				** TOTALS **		3,452.72		0.00				3,452.72
01-003263		NETBANKX		JUNE EFT PROCESSING FEES		98.62		98.62-	000000	7/12/18		0.00
				** TOTALS **		98.62		98.62-				0.00
01-001301		NEW COOPERATIVE INC		FARM CHEMICALS		200.29		200.29-	111845	7/12/18		0.00
				** TOTALS **		200.29		200.29-				0.00
01-019135		NOVA FITNESS EQUIPMENT		FITNESS EQUIPMENT REPAIRS		632.50		0.00	000000	0/00/00		632.50
				** TOTALS **		632.50		0.00				632.50
01-020208		O'HALLORAN INTERNATIONAL		12 VOLT BATTERIES TRUCK 5		207.62		0.00	000000	0/00/00		207.62
				** TOTALS **		207.62		0.00				207.62

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

=====PAYMENT DATES=====			=====ITEM DATES=====			=====POSTING DATES=====		
PAID ITEMS DATES	:	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018
PARTIALLY ITEMS DATES:		7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018
UNPAID ITEMS DATES	:		7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018

VENDOR	----- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	-----BALANCE---
01-020330	O'REILLY AUTO PARTS	OIL & ANTIFREEZE	19.28	0.00	000000	0/00/00	19.28
01-020330	O'REILLY AUTO PARTS	OIL AND AIR FILTERS	23.10	0.00	000000	0/00/00	23.10
		** TOTALS **	42.38	0.00			42.38
01-020203	OFFICE STOP	STORAGE BOXES RETURNED	30.75-	0.00	000000	0/00/00	30.75-
01-020203	OFFICE STOP	INDEX TABS	170.10	0.00	000000	0/00/00	170.10
01-020203	OFFICE STOP	OFFICE SUPPLIES	129.80	0.00	000000	0/00/00	129.80
01-020203	OFFICE STOP	STORAGE BOXES	79.92	0.00	000000	0/00/00	79.92
		** TOTALS **	349.07	0.00			349.07
01-003270	OLSEN'S OUTDOOR POWER	CONCRETE HAND SAW REPAIRS	165.39	0.00	000000	0/00/00	165.39
		** TOTALS **	165.39	0.00			165.39
01-002956	OPN ARCHITECTS INC	DESIGN SERVICES - LIBRARY	26,803.83	0.00	000000	0/00/00	26,803.83
01-002956	OPN ARCHITECTS INC	DESIGN SERVICES - CITY HALL	11,637.80	0.00	000000	0/00/00	11,637.80
		** TOTALS **	38,441.63	0.00			38,441.63
01-020326	OPTIONS INK	LAB SHEETS	14.25	0.00	000000	0/00/00	14.25
		** TOTALS **	14.25	0.00			14.25
01-002219	OVERDRIVE INC	DATABASE RENEWAL	1,553.39	1,553.39-	111884	7/19/18	0.00
		** TOTALS **	1,553.39	1,553.39-			0.00
01-021050	P & H WHOLESALE INC.	SUMP PUMP REPAIRS	139.11	139.11-	111768	7/09/18	0.00
01-021050	P & H WHOLESALE INC.	SUMP PUMP HOSE	9.97	9.97-	111768	7/09/18	0.00
01-021050	P & H WHOLESALE INC.	PVC PIPE FITTING	22.98	22.98-	111768	7/09/18	0.00
01-021050	P & H WHOLESALE INC.	PIPE FITTINGS	15.67	15.67-	111904	7/19/18	0.00
01-021050	P & H WHOLESALE INC.	PIPE FITTINGS	29.12	29.12-	111904	7/19/18	0.00
01-021050	P & H WHOLESALE INC.	PIPE FITTINGS	14.97	14.97-	111904	7/19/18	0.00
		** TOTALS **	231.82	231.82-			0.00
01-003210	PATRICK MC CARTY	POSTAGE - CERTIFIED MAIL	3.95	3.95-	111765	7/09/18	0.00
		** TOTALS **	3.95	3.95-			0.00
01-021220	PEPSI BEVERAGES COMPANY	CONCESSIONS	170.68	0.00	000000	0/00/00	170.68
		** TOTALS **	170.68	0.00			170.68
01-001949	PERFORMANCE TIRE & SERVIC	TIRE REPAIRS	18.55	0.00	000000	0/00/00	18.55
01-001949	PERFORMANCE TIRE & SERVIC	SUPPLIES	19.95	0.00	000000	0/00/00	19.95
01-001949	PERFORMANCE TIRE & SERVIC	#16 BRAKES AND PADS	361.12	0.00	000000	0/00/00	361.12
01-001949	PERFORMANCE TIRE & SERVIC	TIRE REPAIRS	18.55	0.00	000000	0/00/00	18.55
01-001949	PERFORMANCE TIRE & SERVIC	SUPPLIES	240.00	0.00	000000	0/00/00	240.00
01-001949	PERFORMANCE TIRE & SERVIC	OIL CHANGE	86.69	0.00	000000	0/00/00	86.69

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=====POSTING DATES=====
7/06/2018 THRU 7/19/2018
7/06/2018 THRU 7/19/2018
7/06/2018 THRU 7/19/2018
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VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-001949	PERFORMANCE TIRE & SERVIC	#16 - OIL CHANGE	26.48	0.00	000000	0/00/00	26.48
01-001949	PERFORMANCE TIRE & SERVIC	#17 OIL CHANGE	26.48	0.00	000000	0/00/00	26.48
01-001949	PERFORMANCE TIRE & SERVIC	OIL CHANGE #19	26.48	0.00	000000	0/00/00	26.48
01-001949	PERFORMANCE TIRE & SERVIC	#18 OIL CHANGE & SERVICES	105.66	0.00	000000	0/00/00	105.66
01-001949	PERFORMANCE TIRE & SERVIC	#15 OIL CHANGE AND TIRE REPAIR	51.15	0.00	000000	0/00/00	51.15
01-001949	PERFORMANCE TIRE & SERVIC	#20 OIL CHANGE	32.05	0.00	000000	0/00/00	32.05
		** TOTALS **	1,013.16	0.00			1,013.16
01-001540	PETTY CASH	REPLENISH PETTY CASH	49.47	49.47-	111763	7/09/18	0.00
		** TOTALS **	49.47	49.47-			0.00
01-021440	PIZZA HUT	CONCESSIONS	16.00	0.00	000000	0/00/00	16.00
01-021440	PIZZA HUT	CONCESSIONS	16.00	0.00	000000	0/00/00	16.00
01-021440	PIZZA HUT	CONCESSIONS	16.00	0.00	000000	0/00/00	16.00
01-021440	PIZZA HUT	CONCESSIONS	16.00	0.00	000000	0/00/00	16.00
01-021440	PIZZA HUT	CONCESSIONS	16.00	0.00	000000	0/00/00	16.00
01-021440	PIZZA HUT	CONCESSIONS	16.00	0.00	000000	0/00/00	16.00
01-021440	PIZZA HUT	CONCESSIONS	16.00	0.00	000000	0/00/00	16.00
01-021440	PIZZA HUT	CONCESSIONS	16.00	0.00	000000	0/00/00	16.00
01-021440	PIZZA HUT	CONCESSIONS	16.00	0.00	000000	0/00/00	16.00
01-021440	PIZZA HUT	CONCESSIONS	10.00	0.00	000000	0/00/00	10.00
01-021440	PIZZA HUT	CONCESSIONS	16.00	0.00	000000	0/00/00	16.00
01-021440	PIZZA HUT	CONCESSIONS	16.00	0.00	000000	0/00/00	16.00
01-021440	PIZZA HUT	CONCESSIONS	8.00	0.00	000000	0/00/00	8.00
01-021440	PIZZA HUT	CONCESSIONS	16.00	0.00	000000	0/00/00	16.00
01-021440	PIZZA HUT	CONCESSIONS	16.00	0.00	000000	0/00/00	16.00
01-021440	PIZZA HUT	CONCESSIONS	16.00	0.00	000000	0/00/00	16.00
01-021440	PIZZA HUT	CONCESSIONS	16.00	0.00	000000	0/00/00	16.00
01-021440	PIZZA HUT	CONCESSIONS	16.00	0.00	000000	0/00/00	16.00
01-021440	PIZZA HUT	CONCESSIONS	16.00	0.00	000000	0/00/00	16.00
01-021440	PIZZA HUT	CONCESSIONS	16.00	0.00	000000	0/00/00	16.00
01-021440	PIZZA HUT	CONCESSIONS	16.00	0.00	000000	0/00/00	16.00
01-021440	PIZZA HUT	CONCESSIONS	16.00	0.00	000000	0/00/00	16.00
01-021440	PIZZA HUT	CONCESSIONS	16.00	0.00	000000	0/00/00	16.00
01-021440	PIZZA HUT	CONCESSIONS	16.00	0.00	000000	0/00/00	16.00
		** TOTALS **	354.00	0.00			354.00
01-021860	PRESTO-X-COMPANY	PEST CONTROL - CITY HALL	47.00	0.00	000000	0/00/00	47.00
		** TOTALS **	47.00	0.00			47.00
01-000625	PRODUCTIVITY PLUS ACCOUNT	EQUIPMENT REPAIRS	155.02	155.02-	111844	7/12/18	0.00
01-000625	PRODUCTIVITY PLUS ACCOUNT	#31 REPAIRS	1,485.21	1,485.21-	111844	7/12/18	0.00
01-000625	PRODUCTIVITY PLUS ACCOUNT	FILTERS #31	95.75	95.75-	111844	7/12/18	0.00
		** TOTALS **	1,735.98	1,735.98-			0.00

ACCOUNTS PAYABLE  
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=====PAYMENT DATES=====			=====ITEM DATES=====			=====POSTING DATES=====		
PAID ITEMS DATES	:	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018
PARTIALLY ITEMS DATES:		7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018
UNPAID ITEMS DATES	:		7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018

VENDOR	----- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	-----BALANCE----
01-002978	QCI	SET UP NEW PHONE EMAIL	67.50	0.00	000000	0/00/00	67.50
		** TOTALS **	67.50	0.00			67.50
01-023125	QUANDT AUTO SALVAGE	NUSIANCE CLEAN UP HUEGERICH	500.00	0.00	000000	0/00/00	500.00
		** TOTALS **	500.00	0.00			500.00
01-003173	R & R RENTAL	AUGUST CITY HALL LEASE	2,559.67	0.00	000000	0/00/00	2,559.67
		** TOTALS **	2,559.67	0.00			2,559.67
01-001136	R & R SEPTIC SERVICE INC	PORTABLE RESTROOM RENTAL	246.42	0.00	000000	0/00/00	246.42
		** TOTALS **	246.42	0.00			246.42
01-009870	RACCOON VALLEY ELECTRIC C	JUNE ELECTRIC SERVICE	970.44	970.44-	111853	7/12/18	0.00
		** TOTALS **	970.44	970.44-			0.00
01-023640	RAY'S REFUSE SERVICE	JUNE TRASH COLLECTIONS	33,155.31	33,155.31-	111769	7/09/18	0.00
01-023640	RAY'S REFUSE SERVICE	JUNE GARBAGE PICKUP	1,558.64	0.00	000000	0/00/00	1,558.64
		** TOTALS **	34,713.95	33,155.31-			1,558.64
01-000326	RECORDED BOOKS LLC	AUDIO BOOKS	216.48	216.48-	111876	7/19/18	0.00
01-000326	RECORDED BOOKS LLC	AUDIO BOOKS	44.99	44.99-	111876	7/19/18	0.00
01-000326	RECORDED BOOKS LLC	AUDIO BOOKS	76.49	76.49-	111876	7/19/18	0.00
01-000326	RECORDED BOOKS LLC	AUDIO BOOKS	36.00	36.00-	111876	7/19/18	0.00
01-000326	RECORDED BOOKS LLC	AUDIO BOOKS	31.50	31.50-	111876	7/19/18	0.00
01-000326	RECORDED BOOKS LLC	AUDIO BOOKS	31.50	31.50-	111876	7/19/18	0.00
01-000326	RECORDED BOOKS LLC	AUDIO BOOKS	61.87	61.87-	111876	7/19/18	0.00
01-000326	RECORDED BOOKS LLC	AUDIO BOOKS	40.50	40.50-	111876	7/19/18	0.00
01-000326	RECORDED BOOKS LLC	AUDIO BOOKS	39.99	39.99-	111876	7/19/18	0.00
01-000326	RECORDED BOOKS LLC	AUDIO BOOKS	61.87	61.87-	111876	7/19/18	0.00
		** TOTALS **	641.19	641.19-			0.00
01-023815	REGION XII COG	JUNE TAXI PROGRAM DONATIONS	3,420.00	3,420.00-	111770	7/09/18	0.00
		** TOTALS **	3,420.00	3,420.00-			0.00
01-024630	RUTTEN'S VACUUM CENTER	VACUUM REPAIRS	38.96	0.00	000000	0/00/00	38.96
		** TOTALS **	38.96	0.00			38.96
01-024905	SAFETY-KLEEN CORP.	PARTS WASHER SOLVENT	259.09	0.00	000000	0/00/00	259.09
		** TOTALS **	259.09	0.00			259.09
01-025048	SCHULTES CONSTRUCTION, MI	CEMETERY MUSEUM	200.00	0.00	000000	0/00/00	200.00
		** TOTALS **	200.00	0.00			200.00
01-004178	SOLID WASTE MANAGEMENT CO	LANDFILL DISPOSAL FEES	10.75	0.00	000000	0/00/00	10.75

ACCOUNTS PAYABLE  
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=====PAYMENT DATES=====			=====ITEM DATES=====			=====POSTING DATES=====		
PAID ITEMS DATES	:	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018
PARTIALLY ITEMS DATES:		7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018
UNPAID ITEMS DATES	:		7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018

VENDOR	----	VENDOR NAME	-----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----	BALANCE----
					** TOTALS **	10.75	0.00			10.75
01-002865		STATE FAIR MINI DONUTS US		CONCESSIONS	73.85	0.00	000000	0/00/00		73.85
01-002865		STATE FAIR MINI DONUTS US		CONCESSIONS	73.85	0.00	000000	0/00/00		73.85
					** TOTALS **	147.70	0.00			147.70
01-000322		STATE LIBRARY OF IOWA		DATABASE RENEWAL	631.18	631.18-	111874	7/19/18		0.00
01-000322		STATE LIBRARY OF IOWA		DATABASE RENEWAL	60.00	60.00-	111875	7/19/18		0.00
					** TOTALS **	691.18	691.18-			0.00
01-025874		STERICYCLE INC		SAFETY SUPPLIES	114.61	0.00	000000	0/00/00		114.61
					** TOTALS **	114.61	0.00			114.61
01-025880		STONE PRINTING CO.		DESK AND CHAIR	1,315.18	0.00	000000	0/00/00		1,315.18
01-025880		STONE PRINTING CO.		LAMINATING	1.50	0.00	000000	0/00/00		1.50
01-025880		STONE PRINTING CO.		SUPPLIES	4.82	0.00	000000	0/00/00		4.82
					** TOTALS **	1,321.50	0.00			1,321.50
01-025935		SUBWAY		EMPLOYEE RECOGNITION	38.28	0.00	000000	0/00/00		38.28
					** TOTALS **	38.28	0.00			38.28
01-001998		TEAMSIDELINE.COM		TEAM SIDELINE SUPPORT	898.00	0.00	000000	0/00/00		898.00
					** TOTALS **	898.00	0.00			898.00
01-026415		TENNIS COURTS UNLIMITED		GRAHAM TENNIS COURT REPAIRS	20,033.00	0.00	000000	0/00/00		20,033.00
					** TOTALS **	20,033.00	0.00			20,033.00
01-002702		TERRY JENSEN		STEEL TOED BOOTS	132.50	132.50-	111846	7/12/18		0.00
					** TOTALS **	132.50	132.50-			0.00
01-003273		TIMOTHY J TRACY		PROGRAM EXPENSE	200.00	200.00-	111893	7/19/18		0.00
					** TOTALS **	200.00	200.00-			0.00
01-027055		TRANS-IOWA EQUIPMENT CO.		STROBE LIGHT #35 RETURNED	315.61-	0.00	000000	0/00/00		315.61-
01-027055		TRANS-IOWA EQUIPMENT CO.		MAINT. SUPPLIES	1,062.95	0.00	000000	0/00/00		1,062.95
					** TOTALS **	747.34	0.00			747.34
01-027085		TROPHIES PLUS INC.		SB/BB MEDALS	345.60	0.00	000000	0/00/00		345.60
					** TOTALS **	345.60	0.00			345.60
01-003220		TURFWERKS		ELECTRONIC GAUGES CUSHMAN	1,179.17	0.00	000000	0/00/00		1,179.17
01-003220		TURFWERKS		IRRIGATION REPAIR	642.45	0.00	000000	0/00/00		642.45
					** TOTALS **	1,821.62	0.00			1,821.62

ACCOUNTS PAYABLE  
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	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018
PARTIALLY ITEMS DATES:	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018
UNPAID ITEMS DATES :		7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018

VENDOR	---- VENDOR NAME ----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----BALANCE----
01-028168	UNITED PARCEL SERVICE	FREIGHT W/E 6/30/2018	38.72	38.72-	111771	7/09/18	0.00
01-028168	UNITED PARCEL SERVICE	FREIGHT W/E 7/7/2018	12.45	12.45-	111862	7/13/18	0.00
01-028168	UNITED PARCEL SERVICE	FREIGHT W/E 7/14/2018	53.74	53.74-	111906	7/19/18	0.00
		** TOTALS **	104.91	104.91-			0.00
01-028275	UPTOWN SPORTING GOODS	GUARD SUIT	40.00	0.00	000000	0/00/00	40.00
01-028275	UPTOWN SPORTING GOODS	GUARD SUIT	34.00	0.00	000000	0/00/00	34.00
01-028275	UPTOWN SPORTING GOODS	GUARD SUIT	33.00	0.00	000000	0/00/00	33.00
01-028275	UPTOWN SPORTING GOODS	GUARD SUIT	40.00	0.00	000000	0/00/00	40.00
		** TOTALS **	147.00	0.00			147.00
01-002771	VAN MAANEN TECH	RUNWAY LIGHTS REPAIR	277.36	277.36-	111847	7/12/18	0.00
		** TOTALS **	277.36	277.36-			0.00
01-028814	VAN METER COMPANY, THE	AQUATIC CENTER LIGHTING	202.22	0.00	000000	0/00/00	202.22
01-028814	VAN METER COMPANY, THE	AQUATIC CENTER LIGHTING	476.01	0.00	000000	0/00/00	476.01
		** TOTALS **	678.23	0.00			678.23
01-003227	VANTIV	JUNE ONLINE PROCESSING FEES	91.54	91.54-	000000	7/12/18	0.00
01-003227	VANTIV	JUNE CC PROCESSING FEES	115.15	115.15-	000000	7/12/18	0.00
01-003227	VANTIV	JUNE CC PROCESSING FEES	88.99	88.99-	000000	7/12/18	0.00
		** TOTALS **	295.68	295.68-			0.00
01-029013	VERIZON WIRELESS	AIR CARDS	280.43	280.43-	111772	7/09/18	0.00
01-029013	VERIZON WIRELESS	CELL PHONES	363.39	363.39-	111772	7/09/18	0.00
		** TOTALS **	643.82	643.82-			0.00
01-003266	VICKI GACH	CEMETERY MUSEUM - CAULK	102.08	0.00	000000	0/00/00	102.08
		** TOTALS **	102.08	0.00			102.08
01-001366	WEBSITES TO IMPRESS INC	1 YEAR WEB HOSTING	200.00	0.00	000000	0/00/00	200.00
		** TOTALS **	200.00	0.00			200.00
01-003377	WELLMARK BLUE CROSS/BLUE	AUG. HEALTH INSURANCE PREMIUMS	38,598.35	38,598.35-	111894	7/19/18	0.00
		** TOTALS **	38,598.35	38,598.35-			0.00
01-003271	WESTECH	FILTER MEDIA ANALYSIS	300.00	0.00	000000	0/00/00	300.00
		** TOTALS **	300.00	0.00			300.00
01-030355	WITTROCK MOTOR CO.	JUNE CAR CONTRACT	375.00	375.00-	111857	7/12/18	0.00
		** TOTALS **	375.00	375.00-			0.00
01-000386	ZIMCO SUPPLY CO	8" PLASTIC CUPS	67.00	0.00	000000	0/00/00	67.00
		** TOTALS **	67.00	0.00			67.00

07-19-2018 02:05 PM  
VENDOR SET: 01 City of Carroll  
REPORTING: PAID, UNPAID, PARTIAL

ACCOUNTS PAYABLE  
OPEN ITEM REPORT  
SUMMARY

PAGE: 16  
BANK: AP

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018
PARTIALLY ITEMS DATES:	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018
UNPAID ITEMS DATES :		7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018

VENDOR	---- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----BALANCE----
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* Payroll Expense			170,485.81				
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ACCOUNTS PAYABLE  
OPEN ITEM REPORT  
SUMMARY

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018
PARTIALLY ITEMS DATES:	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018
UNPAID ITEMS DATES :		7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018

REPORT TOTALS

	GROSS	PAYMENTS	BALANCE
PAID ITEMS	444,843.22	444,843.22CR	0.00
PARTIALLY PAID	0.00	0.00	0.00
UNPAID ITEMS	310,217.74	0.00	310,217.74
VOID ITEMS	0.00	0.00	0.00
** TOTALS **	755,060.96	444,843.22CR	310,217.74

UNPAID RECAP

UNPAID INVOICE TOTALS	311,321.30
UNPAID DEBIT MEMO TOTALS	0.00
UNAPPLIED CREDIT MEMO TOTALS	1,103.56CR
** UNPAID TOTALS **	310,217.74

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

=====PAYMENT DATES=====			=====ITEM DATES=====			=====POSTING DATES=====		
PAID ITEMS DATES	:	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018
PARTIALLY ITEMS DATES:		7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018
UNPAID ITEMS DATES	:		7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018	7/06/2018 THRU 7/19/2018

FUND TOTALS

001	GENERAL FUND	261,807.65
010	HOTEL/MOTEL TAX	515.59
110	ROAD USE TAX FUND	30,934.64
178	CRIME PREV/SPEC PROJECTS	280.43
179	POLICE K9 FUND	270.00
309	C.P. - CORRIDOR OF COMM.	135,066.43
315	LIBRARY/CITY HALL REMODEL	45,726.30
600	WATER UTILITY FUND	41,990.73
610	SEWER UTILITY FUND	23,077.70
850	MEDICAL INSURANCE FUND	44,905.68
	* PAYROLL EXPENSE	170,485.81

GRAND TOTAL	755,060.96
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# 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 *MJP-W*

**FROM:** Brad Burke, Chief of Police *BB*

**DATE:** July 19, 2018

**RE:** New License

The following establishment has made application for a new license:

Carroll Young Professionals (Carroll Fest – August 11, 2018

Graham Park

New 5-day Special Class "C" Liquor License with Outdoor Service

**RECOMMENDATION:** Council consideration and approval of this application.

# 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:** July 18, 2018

**SUBJECT:** Appointments to Committees, Commissions and Boards

The Parks, Recreation and Cultural Advisory Board has a member whose term expired on May 31<sup>st</sup>. Christine Dirkx has agreed to be appointed.

Members of the Committee are appointed by Council:

Parks, Recreation and Cultural Advisory Board	Christine Dirkx	Term Expires 05-31-21
--	-----------------	-----------------------

**RECOMMENDATION:** Motion to appoint Christine Dirkx to the Parks, Recreation and Cultural Advisory Board for a three (3) year term expiring May 31, 2021.



# Proclamation

## National Night Out

**WHEREAS**, the National Association of Town Watch is sponsoring the 35<sup>th</sup> Annual National Night Out event on Tuesday, August 7<sup>th</sup>; and,

**WHEREAS**, The City of Carroll Police Department work diligently throughout the year to prevent crime and create police-community partnerships; and,

**WHEREAS**, it is essential that all citizens of the City of Carroll be aware of the importance of crime prevention programs and the impact that their participation can have on reducing crime in the City; and,

**WHEREAS**, a celebration is planned at Graham Park on August 7<sup>th</sup> from 6p.m. until 9p.m. in which our local police, fire and ambulance departments will be on hand for a night of games and food to create neighborhood camaraderie and make our community safer.

**NOW THEREFORE, I, ERIC P. JENSEN, MAYOR OF THE CITY OF CARROLL**, do hereby proclaim the August 7, 2018 as National Night Out 2018 in Carroll, Iowa.

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Eric P. Jensen, Mayor

# City of Carroll

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112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

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

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

**DATE:** July 18, 2018

**SUBJECT:** F.Y. 17/18 Year End Transfers

Attached is a resolution listing each transfer for FY 2017/2018. All the items in the resolution were included in the FY 2017/2018 re-estimated balances when the FY 2018/2019 budget was prepared.

Also attached is a list of all the funds and the effect the transfers have on each fund's ending balance. This list also includes a comparison of what the June 30, 2018 ending fund balance was re-estimated to be when the FY 2018/2019 budget was prepared. In many cases, state code requires special revenue money to be deposited into its own separate fund and then transferred to another fund to cover eligible expenses.

For many of the funds, the difference between the projected ending balances and actual ending balances is revenue collections greater than anticipated and operating expenses less than anticipated. It is also noted that there are many projects still in progress as of June 30, 2018 that may have been projected to be complete as of June 30.

If you have any questions about the proposed transfers, feel free to call me or stop by City Hall.

**RECOMMENDATION:** Council consideration and approval of the attached resolution authorizing the FY 2017/2018 transfers.

**CITY OF CARROLL  
FUND BALANCES  
JUNE 30, 2018**

	JUNE 30, 2018 BEFORE TRANSFERS	TRANSFERS IN	TRANSFERS OUT	JUNE 30, 2018 AFTER TRANSFERS ENDING BALANCE	JUNE 30, 2018 RE-EST PROJECTED BALANCE
GENERAL FUND	2,991,403.64	815,358.91	94,120.00	3,712,642.55 ?^	2,726,395
HOTEL/MOTEL TAX	570,575.51		244,384.00	326,191.51 +,^	265,054
ROAD USE TAX FUND	1,513,788.98	162,305.77		1,676,094.75 ??,^	1,364,672
EMP BENEFIT S.R.	895,652.68		895,652.68	-	-
EMERGENCY S.R.	-			-	-
LOCAL OPTION SALES TAX	1,714,911.12		1,246,237.00	468,674.12 x	372,034
UR DOWNTOWN S.R.	46,090.70			46,090.70	44,691
UR ASHWOOD BUSINESS PARK	32,882.88		32,882.88	-	-
REC CENTER TRUST FUND	32,491.83			32,491.83	26,974
LIBRARY TRUST FUND	67,659.70			67,659.70	67,026
POLICE FORFEITURE	14,540.15			14,540.15	11,663
CRIME PREV/SPEC PROJECTS	56,214.80			56,214.80	53,658
POLICE K9 FUND	2,987.56			2,987.56	1,471
DEBT SERVICE FUND	(1,004,001.86)	1,126,839.65		122,837.79	119,063
C.P. - EQUIPMENT PURCHASES	-			-	-
C.P. - AIRPORT	(212,478.48)	44,120.00		(168,358.48) ^^	(30,000)
C.P. - STREETS	185,288.98	200,000.00		385,288.98	384,895
C.P. - STREETS MAINTENANCE BLDG	2,022,093.95	-		2,022,093.95	2,012,500
C.P. - CORRIDOR OF COMM.	189,248.36	985,500.00		1,174,748.36	1,972,952
C.P. - PARKS & RECREATION	(149,043.80)	611,366.00	26,701.77	435,620.43 xx	305,000
C.P. - LIBRARY/CITY HALL REMODEL	(61,176.73)	350,000.00		288,823.27 xx	20,093
PERPETUAL CARE FUND	491,033.43			491,033.43	492,473
REC CNTR TRST-PERMANENT	34,694.41			34,694.41	33,566
WATER UTILITY FUND	3,635,908.13		1,073,688.00	2,562,220.13 ^, xxx	2,370,679
WATER UTILITY DEPR.	728,020.66	50,000.00		778,020.66	773,925
WATER UTILITY CAP. IMP.	100,103.60			100,103.60 xx	52,412
WATER METER DEPOSIT	45,270.90			45,270.90	44,646
SEWER UTILITY FUND	4,184,789.42		766,824.00	3,417,965.42 ^, ???	3,304,394
SEWER UTILITY DEPR.	556,873.82	35,000.00		591,873.82	589,449
SEWER UTILITY CAP. IMP.	612,101.56			612,101.56 xx	447,559
STORM WATER UTILITY	556,000.82			556,000.82	499,796
STORM WATER CAP. IMP.	333,419.98			333,419.98	355,009
MEDICAL INSURANCE FUND	800,432.36			800,432.36	791,649
<b>TOTAL</b>	<b>20,987,779.06</b>	<b>4,380,490.33</b>	<b>4,380,490.33</b>	<b>20,987,779.06</b>	<b>19,473,698</b>

? - \$426,000 of projects budgeted in FY 2018 to be considered/completed in FY 2019.

+ - Hotel/motel collections were \$27,300 greater than anticipated.

?? - Actual RUT collections were \$71,600 greater than projected. \$175,000 medium duty truck and \$25,000 pickup budgeted for FY 18 to be purchased in FY 19.

x - \$93,000 of Rec Center and Park improvement projects to be completed in FY19.

^ - Combination of revenue collections greater than anticipated and operating expenses less than anticipated.

^^ - Anticipating FAA grant reimbursement for the Airport Entrance Driveway Replacement Project.

xx - Capital projects not completed as of June 30, 2018: Trails - Phase I, Library/City Hall Remodel  
Water transmission project, WWTP Improvement - 2018 project

xxx - \$25,000 pickup ordered but not paid as of June 30, 2018.

??? - \$40,000 portable generator budgeted but not purchased in FY 18.

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION AUTHORIZING THE CITY CLERK TO MAKE THE APPROPRIATE INTERFUND TRANSFERS OF SUMS AND RECORD THE SAME IN THE APPROPRIATE MANNER FOR FY 2018 FOR THE CITY OF CARROLL, IOWA

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

**SECTION 1: Authorize the City Clerk to Transfer Funds.** That the City Clerk be and is hereby authorized by the City Council to make the appropriate interfund transfer of sums and record the same in the appropriate manner for FY 2018.

**SECTION 2: Transfer of Funds.** The City Clerk will transfer the following sums and to record the same in the appropriate manner:

1. Transfer from the Employee Benefit Special Revenue Fund to the General fund - \$733,346.91 to pay for General Fund employee benefit expenses
2. Transfer from the Water Utility Fund to the General Fund - \$38,188.00 to pay for insurance liability & property expenses
3. Transfer from the Sewer Utility Fund to the General Fund - \$43,824.00 to pay for insurance liability & property expenses
4. Transfer from Employee Benefit Special Revenue Fund to the Road Use Tax Fund - \$162,305.77 to pay for Road Use Tax employee benefit expenses
5. Transfer from Sewer Utility Fund to Debt Service Fund - \$688,000.00 to pay for FY 2018 principal and interest payments
6. Transfer from LOST Fund to Debt Service Fund - \$379,255.00 for property tax relief
7. Transfer from Ashwood Urban Renewal Special Revenue Fund to Debt Service Fund - \$32,882.88 to pay for FY 2018 principal and interest payments
8. Transfer from C.P.-Parks & Rec to Debt Service Fund - \$26,701.77; remaining 2016B GO debt proceeds from the Cemetery Maintenance Building Project
9. Transfer from General Fund to C.P. – Airport Fund - \$44,120.00 to cover expenses for a driveway entrance replacement project
10. Transfer from General Fund to C.P. – Streets Fund - \$50,000.00 for sidewalk transition plan
11. Transfer from LOST Fund to C.P. – Streets Fund - \$150,000.00 to pay for street rehabilitation projects
12. Transfer from Water Utility Fund to C.P. – Corridor of Commerce Fund - \$985,500.00 to pay for construction expenses for urban renewal public improvement projects
13. Transfer from Hotel/Motel Tax Fund to C.P. – Parks & Rec - \$244,384.00 for Carroll Merchants Park Improvement, Trails – Phase I and Accessible Playground projects
14. Transfer from LOST Fund to C.P. – Parks & Rec Fund - \$366,982.00 for Trails – Phase I and Graham Park Phase I Projects
15. Transfer from LOST Fund to C.P. – Library/City Hall - \$350,000



16. Transfer from UR Downtown SR Fund to Water Utility Fund - \$736,736.25 to re-pay interfund loan for urban renewal public improvement projects
17. Transfer from Water Utility Fund to Water Utility Depreciation Fund - \$50,000.00
18. Transfer from Sewer Utility Fund to Sewer Utility Depreciation Fund - \$35,000.00

PASSED AND APPROVED this 23rd day of July, 2018.

CITY COUNCIL OF THE  
CITY OF CARROLL, IOWA

---

Eric P. Jensen, Mayor

Attest:

---

Laura A. Schaefer, City Clerk

# City of Carroll

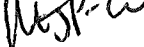
112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

**MEMO TO:** Honorable Mayor and City Council Members

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

**DATE:** July 18, 2018

**SUBJECT:** Resolution determining the necessity and setting dates of a consultation and a public hearing on a proposed Rolling Hills South Condominiums Urban Renewal Plan for a proposed Urban Renewal Area in the City of Carroll, State of Iowa

At the February 26, 2018 Council meeting, action was taken to proceed with creating an Urban Renewal Plan to support a development/tax increment finance (TIF) rebate agreement with 704 Development Corporation related to the Development of Rolling Hills South Condominiums. The first step in the process is to approve a new urban renewal plan that includes this area called Rolling Hills South Condominium Urban Renewal (UR) Area.

A map is attached to a proposed UR plan depicting the proposed UR area. The main aim of the UR Plan is to provide an incentive of \$72,000 to 704 Development Corporation in support of their Workforce Housing Tax Credit (WHTC).

The City has been working with Nathan Overberg and Jenna Bishop, attorneys with Ahlers & Cooney, P.C., to create the UR plan. Also attached is a resolution to start the process to approve the proposed UR plan. The resolution accomplishes a number of legally required steps in this process including:

- (i) setting the date for a consultation with all affected tax entities (July 31),
- (ii) designating the City Manager as the representative for the city for the consultation,
- (iii) directing a copy of the notice and plan be mailed to all affected taxing entities (Carroll County and Carroll Community School District),
- (iv) setting a public hearing for the proposed plan (August 27),
- (v) directing notice of public hearing to be published,
- (vi) directing a copy of the proposed plan be on file in the City Clerk's office for inspection, and
- (vii) refer the proposed UR Plan to the Planning and Zoning Commission for its review and commendation as to the Plan's conformance with the general plan for the development of the City as a whole.

Upon Council approval of the attached resolution, consultation with the affected taxing entities will be scheduled for July 31, 2018 at 11 AM and public hearing and adoption of the proposed UR plan to be held at the August 27, 2018 Council meeting. After approving the UR plan, the Council would need to adopt an ordinance to create a new TIF district in order to collect TIF from the newly created UR area. That ordinance will be brought to the Council at the appropriate time.

**RECOMMENDATION:** Council consideration and approval of the attached resolution setting dates of a consultation and a public hearing on a proposed Rolling Hills South Condominiums Urban Renewal Plan for the Rolling Hills South Condominiums Urban Renewal Area.

July 23, 2018

The City Council of the City of Carroll, State of Iowa, met in \_\_\_\_\_ session,  
in the Council Chamber, City Hall, 112 East 5th Street, Carroll, Iowa, at 5:15 P.M., on the above  
date. There were present Mayor \_\_\_\_\_, in the chair, and the following named  
Council Members:

\_\_\_\_\_

Absent: \_\_\_\_\_

Vacant: \_\_\_\_\_

\* \* \* \* \*

Council Member \_\_\_\_\_ then introduced the following proposed Resolution entitled "RESOLUTION DETERMINING THE NECESSITY AND SETTING DATES OF A CONSULTATION AND A PUBLIC HEARING ON A PROPOSED ROLLING HILLS SOUTH CONDOMINIUMS URBAN RENEWAL PLAN FOR A PROPOSED URBAN RENEWAL AREA IN THE CITY OF CARROLL, STATE OF IOWA", and moved that the same be adopted. Council Member \_\_\_\_\_ seconded the motion to adopt. The roll was called and the vote was,

AYES: \_\_\_\_\_

\_\_\_\_\_

NAYS: \_\_\_\_\_

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

RESOLUTION NO. \_\_\_\_\_

RESOLUTION DETERMINING THE NECESSITY AND  
SETTING DATES OF A CONSULTATION AND A PUBLIC  
HEARING ON A PROPOSED ROLLING HILLS SOUTH  
CONDOMINIUMS URBAN RENEWAL PLAN FOR A  
PROPOSED URBAN RENEWAL AREA IN THE CITY OF  
CARROLL, STATE OF IOWA

WHEREAS, it is hereby found and determined that one or more economic development areas, as defined in Chapter 403, Code of Iowa, exist within the City and the rehabilitation, conservation, redevelopment, development, or combination thereof, of the area is necessary in the interest of the public health, safety, or welfare of the residents of the City; and

WHEREAS, this Council has reasonable cause to believe that the area described below satisfies the eligibility criteria for designation as an urban renewal area under Iowa law and has caused there to be prepared a proposed Rolling Hills South Condominiums Urban Renewal Plan ("Plan" or "Urban Renewal Plan") for the Rolling Hills South Condominiums Urban Renewal Area ("Area" or "Urban Renewal Area"), which proposed Plan is attached hereto as Exhibit 1; and

WHEREAS, this proposed Urban Renewal Area includes and consists of:

A PARCEL OF LAND IN THE SOUTHWEST QUARTER OF SECTION 25,  
TOWNSHIP 84 NORTH, RANGE 35 WEST OF THE 5TH P.M., CARROLL  
COUNTY, IOWA, WHICH EXTERIOR BOUNDARY IS MORE FULLY  
DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF LOT 5 BLOCK 1  
ROLLING HILLS SOUTH THIRD ADDITION, SAID POINT ALSO BEING  
THE POINT OF BEGINNING; THENCE S00°56'00"E ON THE EAST RIGHT  
OF WAY LINE OF U.S. HIGHWAY 71, 545.36 FEET; THENCE S04°13'30"W  
ON SAID RIGHT OF WAY LINE, 39.13 FEET TO THE NORTHWEST  
CORNER OF LOT 2 BLOCK 5; THENCE S89°05'23"E ON THE NORTH  
LINE OF SAID LOT 2, 120.78 FEET; THENCE S00°47'25"W ON THE EAST  
LINE OF SAID LOT 2, 50.00 FEET; THENCE S89°05'23"E, 126.02 FEET;  
THENCE N00°32'38"E ON THE WEST LINE OF BLOCK 2 510.10 FEET TO  
THE NORTHWEST CORNER OF LOT 1 OF SAID BLOCK 2; THENCE  
N89°27'14"W, 10.00 FEET TO THE SOUTHEAST CORNER OF LOT 6 OF  
SAID BLOCK 1; THENCE N06°02'21"W, 173.67 FEET TO THE BACK OF  
THE CURB ADJACENT TO SAID LOT 6; THENCE ON SAID BACK OF  
CURB ON A CURVE CONCAVE NORTHLY WITH A RADIUS OF 45.00  
FEET, A LENGTH OF 101.13 FEET, THE CHORD OF SAID CURVE BEARS  
N82°53'10"W, 82.34 FEET; THENCE S69°34'28"W, 157.11 FEET TO THE  
POINT OF BEGINNING.

THE ABOVE DESCRIBED PARCEL CONTAINS 3.63 ACRES MORE OR LESS AND IS SUBJECT TO ANY EASEMENTS OF RECORD NOT SHOWN ON THIS PLAT.

WHEREAS, City staff has caused there to be prepared a form of Plan, a copy of which has been placed on file for public inspection in the office of the City Clerk and which is incorporated herein by reference, the purpose of which is to form the Rolling Hills South Condominiums Urban Renewal Area suitable for residential development and to include a list of proposed projects to be undertaken within the Urban Renewal Area; and

WHEREAS, it is desirable that the area be redeveloped as part of the overall redevelopment covered by the Plan; and

WHEREAS, the Iowa statutes require the City Council to submit the proposed Urban Renewal Plan to the Planning and Zoning Commission for review and recommendation as to its conformity with the general plan for development of the City as a whole prior to Council approval of such Plan, and further provides that the Planning and Zoning Commission shall submit its written recommendations thereon to this Council within thirty (30) days of its receipt of such proposed Urban Renewal Plan; and

WHEREAS, the Iowa statutes require the City Council to notify all affected taxing entities of the consideration being given to the proposed Urban Renewal Plan and to hold a consultation with such taxing entities with respect thereto, and further provides that the designated representative of each affected taxing entity may attend the consultation and make written recommendations for modifications to the proposed division of revenue included as a part thereof, to which the City shall submit written responses as provided in Section 403.5, as amended; and

WHEREAS, the Iowa statutes further require the City Council to hold a public hearing on the proposed Urban Renewal Plan subsequent to notice thereof by publication in a newspaper having general circulation within the City, which notice shall describe the time, date, place and purpose of the hearing, shall generally identify the urban renewal area covered by the Plan and shall outline the general scope of the urban renewal project under consideration, with a copy of the notice also being mailed to each affected taxing entity.

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

Section 1. That the consultation on the proposed Urban Renewal Plan required by Section 403.5(2) of the Code of Iowa, as amended, shall be held on July 31, 2018, in the Council Chamber, City Hall, 112 East 5th Street, Carroll, Iowa, at 11:00 A.M., and the City Manager, or his delegate, is hereby appointed to serve as the designated representative of the City for purposes of conducting the consultation, receiving any recommendations that may be made with respect thereto and responding to the same in accordance with Section 403.5(2).

Section 2. That the City Clerk is authorized and directed to cause a notice of such consultation to be sent by regular mail to all affected taxing entities, as defined in Section

403.17(1), along with a copy of this Resolution and the proposed Urban Renewal Plan, the notice to be in substantially the following form:

NOTICE OF A CONSULTATION TO BE HELD BETWEEN  
THE CITY OF CARROLL, STATE OF IOWA AND ALL  
AFFECTED TAXING ENTITIES CONCERNING THE  
PROPOSED ROLLING HILLS SOUTH CONDOMINIUMS  
URBAN RENEWAL PLAN FOR THE CITY OF CARROLL,  
STATE OF IOWA

The City of Carroll, State of Iowa will hold a consultation with all affected taxing entities, as defined in Section 403.17(1) of the Code of Iowa, as amended, commencing at 11:00 A.M. on July 31, 2018, in the Council Chamber, City Hall, 112 East 5th Street, Carroll, Iowa concerning a proposed Rolling Hills South Condominiums Urban Renewal Plan, a copy of which is attached hereto.

Each affected taxing entity may appoint a representative to attend the consultation. The consultation may include a discussion of the estimated growth in valuation of taxable property included in the proposed Urban Renewal Area, the fiscal impact of the division of revenue on the affected taxing entities, the estimated impact on the provision of services by each of the affected taxing entities in the proposed Urban Renewal Area, and the duration of any bond issuance included in the Plan.

The designated representative of any affected taxing entity may make written recommendations for modifications to the proposed division of revenue no later than seven days following the date of the consultation. The City Manager, or his delegate, as the designated representative of the City of Carroll, State of Iowa, shall submit a written response to the affected taxing entity, no later than seven days prior to the public hearing on the proposed Rolling Hills South Condominiums Urban Renewal Plan, addressing any recommendations made by that entity for modification to the proposed division of revenue.

This notice is given by order of the City Council of the City of Carroll, State of Iowa, as provided by Section 403.5 of the Code of Iowa, as amended.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

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City Clerk, City of Carroll, State of Iowa

(End of Notice)



Section 3. That a public hearing shall be held on the proposed Urban Renewal Plan before the City Council at its meeting which commences at 5:15 P.M. on August 27, 2018, in the Council Chamber, City Hall, 112 East 5th Street, Carroll, Iowa.

Section 4. That the City Clerk is authorized and directed to publish notice of this public hearing in the Daily Times Herald, once on a date not less than four (4) nor more than twenty (20) days before the date of the public hearing, and to mail a copy of the notice by ordinary mail to each affected taxing entity, such notice in each case to be in substantially the following form:

(One publication required)

NOTICE OF PUBLIC HEARING TO CONSIDER APPROVAL  
OF A PROPOSED ROLLING HILLS SOUTH  
CONDOMINIUMS URBAN RENEWAL PLAN FOR A  
PROPOSED URBAN RENEWAL AREA IN THE CITY OF  
CARROLL, STATE OF IOWA

The City Council of the City of Carroll, State of Iowa, will hold a public hearing before itself at its meeting which commences at 5:15 P.M. on August 27, 2018 in the Council Chamber, City Hall, 112 East 5th Street, Carroll, Iowa, to consider adoption of a proposed Rolling Hills South Condominiums Urban Renewal Plan (the "Plan") concerning a proposed Urban Renewal Area in the City of Carroll, State of Iowa, legally described as follows:

A PARCEL OF LAND IN THE SOUTHWEST QUARTER OF SECTION 25,  
TOWNSHIP 84 NORTH, RANGE 35 WEST OF THE 5TH P.M., CARROLL  
COUNTY, IOWA, WHICH EXTERIOR BOUNDARY IS MORE FULLY  
DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF LOT 5 BLOCK 1  
ROLLING HILLS SOUTH THIRD ADDITION, SAID POINT ALSO BEING  
THE POINT OF BEGINNING; THENCE S00°56'00"E ON THE EAST RIGHT  
OF WAY LINE OF U.S. HIGHWAY 71, 545.36 FEET; THENCE S04°13'30"W  
ON SAID RIGHT OF WAY LINE, 39.13 FEET TO THE NORTHWEST  
CORNER OF LOT 2 BLOCK 5; THENCE S89°05'23"E ON THE NORTH  
LINE OF SAID LOT 2, 120.78 FEET; THENCE S00°47'25"W ON THE EAST  
LINE OF SAID LOT 2, 50.00 FEET; THENCE S89°05'23"E, 126.02 FEET;  
THENCE N00°32'38"E ON THE WEST LINE OF BLOCK 2 510.10 FEET TO  
THE NORTHWEST CORNER OF LOT 1 OF SAID BLOCK 2; THENCE  
N89°27'14"W, 10.00 FEET TO THE SOUTHEAST CORNER OF LOT 6 OF  
SAID BLOCK 1; THENCE N06°02'21"W, 173.67 FEET TO THE BACK OF  
THE CURB ADJACENT TO SAID LOT 6; THENCE ON SAID BACK OF  
CURB ON A CURVE CONCAVE NORTHLY WITH A RADIUS OF 45.00  
FEET, A LENGTH OF 101.13 FEET, THE CHORD OF SAID CURVE BEARS  
N82°53'10"W, 82.34 FEET; THENCE S69°34'28"W, 157.11 FEET TO THE  
POINT OF BEGINNING.

THE ABOVE DESCRIBED PARCEL CONTAINS 3.63 ACRES MORE OR  
LESS AND IS SUBJECT TO ANY EASEMENTS OF RECORD NOT SHOWN  
ON THIS PLAT.

which land is to be included as part of this proposed Urban Renewal Area.

A copy of the Plan is on file for public inspection in the office of the City Clerk, City Hall, City of Carroll, Iowa.

The City of Carroll, State of Iowa is the local public agency which, if such Plan is approved, shall undertake the urban renewal activities described in such Plan.

The general scope of the urban renewal activities under consideration in the Plan is to stimulate, through public involvement and commitment, private investment in residential development in the Urban Renewal Area through various public purpose and special financing activities outlined in the Plan. To accomplish the objectives of the Plan, and to encourage the further economic development of the Urban Renewal Area, the Plan provides that such special financing activities may include, but not be limited to, the making of loans or grants of public funds to private entities under Chapter 15A of the Code of Iowa. The City also may reimburse or directly undertake the installation, construction and reconstruction of substantial public improvements, including, but not limited to, street, water, sanitary sewer, storm sewer or other public improvements. The Plan provides that the City may issue bonds or use available funds for purposes allowed by the Plan and that tax increment reimbursement of the costs of urban renewal projects may be sought if and to the extent incurred by the City. The Plan initially proposes no specific public infrastructure or site improvements to be undertaken by the City, and provides that the Plan may be amended from time to time.

Any person or organization desiring to be heard shall be afforded an opportunity to be heard at such hearing.

This notice is given by order of the City Council of the City of Carroll, State of Iowa, as provided by Section 403.5 of the Code of Iowa.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

---

City Clerk, City of Carroll, State of Iowa

(End of Notice)

Section 5. That the proposed Urban Renewal Plan, attached hereto as Exhibit 1, for the proposed Urban Renewal Area described therein is hereby officially declared to be the proposed Rolling Hills South Condominiums Urban Renewal Plan referred to in the notices for purposes of such consultation and hearing and that a copy of the Plan shall be placed on file in the office of the City Clerk.

Section 6. That the proposed Urban Renewal Plan be submitted to the Planning and Zoning Commission for review and recommendation as to its conformity with the general plan for the development of the City as a whole, with such recommendation to be submitted in writing to this Council within thirty (30) days of the date hereof.

PASSED AND APPROVED this 23<sup>rd</sup> day of July, 2018.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

Label the Plan as Exhibit 1 (with all exhibits) and attach it to this Resolution.

# EXHIBIT 1

## **ROLLING HILLS SOUTH CONDOMINIUMS URBAN RENEWAL PLAN**

**for the**

## **ROLLING HILLS SOUTH CONDOMINIUMS URBAN RENEWAL AREA**

**CITY OF CARROLL, IOWA**

**August 2018**

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## ***EXHIBITS***

- A. LEGAL DESCRIPTION OF ROLLING HILLS SOUTH CONDOMINIUMS URBAN RENEWAL AREA
- B. ROLLING HILLS SOUTH CONDOMINIUMS URBAN RENEWAL AREA MAP
- C. MAP OF AREA IN CONTEXT OF CITY

**Rolling Hills South Condominiums Urban Renewal Plan  
for the  
Rolling Hills South Condominiums Urban Renewal Area  
City of Carroll, Iowa**

**A. INTRODUCTION**

The Rolling Hills South Condominiums Urban Renewal Plan (“Plan” or “Urban Renewal Plan”) for the Rolling Hills South Condominiums Urban Renewal Area (“Area” or “Urban Renewal Area”) has been developed to help local officials respond to and promote economic development in the City of Carroll, Iowa (the “City”). The primary goal of the Plan is to stimulate, through public involvement and commitment, private investment in new housing and residential development as defined in the *Code of Iowa* Section 403.17(12).

In order to achieve this objective, the City intends to undertake Urban Renewal activities pursuant to the powers granted to it under Chapter 403 and Chapter 15A of the *Code of Iowa*, as amended.

**B. DESCRIPTION OF THE URBAN RENEWAL AREA**

The Urban Renewal Area is described in Exhibit “A” and illustrated in Exhibit “B.” A map of the Urban Renewal Area in the context of the City is included in Exhibit “C.” This property has never been residential in nature nor part of a residential housing development.

The City reserves the right to modify the boundaries of the Area at some future date.

**C. AREA DESIGNATION**

With the adoption of this Plan, the City designates this Urban Renewal Area as an economic development area that is appropriate for the provision of public improvements related to housing and residential development.

**D. BASE VALUE**

If the Urban Renewal Area is legally established, a Tax Increment Financing (TIF) ordinance is adopted, and debt is certified prior to December 1, 2018, the taxable valuation as of January 1, 2017, will be considered the frozen “base valuation” for the portion of the Urban Renewal Area identified in the TIF ordinance. If a TIF ordinance is not adopted until a later date, or debt is not first certified prior to December 1, 2018, the frozen “base value” will be the assessed value of the taxable property within that area covered by the TIF ordinance as of January 1 of the calendar year preceding the calendar year in which the City first certifies the amount of any debt on the Area. It may be that more than one ordinance will be adopted on property within the Area. If so, the frozen base values may vary.

## **E. DEVELOPMENT PLAN**

Carroll has a general plan for the physical development of the City as a whole, outlined in the City of Carroll's Comprehensive Plan, adopted February 25, 2013. The goals and objectives identified in this Plan, and the urban renewal projects described herein, are in conformance with the goals and land use policies identified in the Comprehensive Plan.

This Urban Renewal Plan does not in any way replace the City's current land use planning or zoning regulation process. Currently the Area is zoned as A-1, and is anticipated to be rezoned in the future as PUD, subject to approval through the City's standard rezoning processes.

The need, if any, for improved traffic, public transportation, public utilities, recreational and community facilities, or other public improvements within the Urban Renewal Area, is set forth in this Plan. As the Area develops, the need for public infrastructure extensions and upgrades will be evaluated and planned for by the City.

## **F. RESIDENTIAL DEVELOPMENT**

The City's objective for the Urban Renewal Area is to promote new housing and residential development.

When a city utilizes tax increment financing to support residential development (such support is limited to reimbursement of "public improvement" costs, as defined by Iowa law), a percentage of the incremental revenues (or other revenues) generated by the development must be used to provide assistance to low and moderate income (LMI) families. LMI families are those whose incomes do not exceed 80% of the median Carroll County income.

Unless a reduction is approved by the Iowa Economic Development Authority, the amount of incremental revenues (or other revenues) to be provided for low and moderate income family housing in the community shall be either equal to or greater than the percentage of the original project costs (i.e., the amount of TIF funds used to reimburse infrastructure costs serving the housing development in the Area) that is equal to the percentage of LMI families living in Carroll County. That percentage is currently 36.62%.

The requirement to provide assistance for LMI housing may be met by one, or a combination, of the following options:

1. Providing that at least 36.62% of the units constructed in the Area are occupied by residents and/or families whose incomes are at or below 80% of the median county income;
2. Setting aside an amount equal to or greater than 36.62% of the project costs to be used for LMI housing activities anywhere in the City; or



3. Ensuring that 36.62% of the houses constructed within the Area are priced at amounts affordable to LMI families.

If funds are set aside, as opposed to constructing a sufficient percentage of LMI housing in the Area, the assistance for LMI family housing may be provided anywhere within the City. The type of assistance provided must benefit LMI residents and/or families and may include, but is not limited to:

1. Construction of LMI affordable housing.
2. Owner/renter-occupied housing rehabilitation for LMI residents and/or families.
3. Grants, credits, or other direct assistance for LMI residents and/or families.
4. Homeownership assistance for LMI residents and/or families.
5. Tenant-based rental assistance for LMI residents and/or families.
6. Down payment assistance for LMI residents and/or families
7. Mortgage interest buy-down assistance for LMI residents and/or families.
8. Under appropriate circumstances, the construction of public improvements that benefit LMI residents and/or families

#### **G. PLAN OBJECTIVES**

Renewal activities are designed to provide opportunities, incentives, and sites for new residential development within the Area. More specific objectives for development within the Urban Renewal Area are as follows:

1. To increase the availability of housing opportunities, which may, in turn, attract and retain area industries and commercial enterprises that will strengthen and revitalize the economy of the State of Iowa and the City of Carroll.
2. To stimulate, through public action and commitment, private investment in new housing and residential development and redevelopment. The City realizes that the availability of affordable, decent, safe, and sanitary housing is important to the overall economic viability of the community.
3. To plan for and provide sufficient land for residential development in a manner that is efficient from the standpoint of providing municipal services.
4. To help finance the cost of constructing public utility and infrastructure extensions and improvements in support of residential development.
5. To improve housing conditions and increase housing opportunities, including LMI income families and/or individuals.
6. To provide a more marketable and attractive investment climate through the use of various federal, state, and local incentives.

7. To encourage residential growth and expansion through governmental policies which make it economically feasible to do business.
8. To encourage residential development that meets the needs of a growing population, while preserving the character of the community.
9. To promote development utilizing any other objectives allowed by Chapter 403 of the *Code of Iowa*.

#### **H. TYPES OF RENEWAL ACTIVITIES**

To meet the objectives of this Urban Renewal Plan and to encourage the development of the Area, the City intends to utilize the powers conferred under Chapter 403 and Chapter 15A, *Code of Iowa* including, but not limited to, tax increment financing. Activities may include:

1. To undertake and carry out urban renewal projects through the execution of contracts and other instruments.
2. To provide for the construction of site specific improvements, such as grading and site preparation activities, access roads and parking, fencing, utility connections, and related activities.
3. To arrange for, or cause to be provided, the construction or repair of public infrastructure in support of residential development, including, but not limited to, streets and sidewalks, traffic lights, pedestrian safety measures, trails, water mains, sanitary sewers, storm sewers, or public utilities.
4. To make loans, forgivable loans, or other types of grants or incentives to private persons, organizations, or businesses for economic development purposes or residential projects, on such terms as may be determined by the City Council.
5. To use tax increment financing to facilitate urban renewal projects, including, but not limited to, financing to achieve a more marketable and competitive land offering price and to provide for necessary physical improvements and infrastructure.
6. To use tax increment for LMI housing assistance.
7. To borrow money and to provide security therefor.
8. To acquire and dispose of property.
9. To make or have made surveys and plans necessary for the implementation of the Urban Renewal Plan or specific urban renewal projects.

10. To use any or all other powers granted by the Urban Renewal Act to develop and provide for improved economic conditions for the City of Carroll and the State of Iowa.

Nothing herein shall be construed as a limitation on the power of the City to exercise any lawful power granted to the City under Chapter 15, Chapter 15A, Chapter 403, Chapter 427B, or any other provision of the *Code of Iowa* in furtherance of the objectives of this Urban Renewal Plan.

## **I. ELIGIBLE URBAN RENEWAL PROJECTS**

Although certain project activities may occur over a period of years, the eligible urban renewal projects under this Urban Renewal Plan include:

### **1. Development Agreements:**

A. *Development Agreement with 704 Development Corp. (or a related entity)*: The proposed urban renewal project involves providing incentives to 704 Development Corp. (or a related entity) for the development of a 12-unit residential subdivision. 704 Development Corp. is expected to invest approximately \$2.65 Million in the development of the housing units including, but not limited to, the construction of new streets, sanitary sewer, storm water, gas, and electrical infrastructure. Construction is anticipated to begin in 2018.

The City intends to provide assistance in the form of property tax rebates of potential incremental taxes that will result from completion of the residential subdivision and related public improvements. Under the proposal, some of the incremental property tax generated by the project (from the development of new homes to be constructed on the developer's land pursuant to the *Code of Iowa* Section 403.19) is expected to be rebated to the developer upon substantiation of costs incurred by the developer in constructing the public improvements. Unless some other amount is determined by the City, these incentives are not expected to exceed the lesser of:

- The developer's certified costs of public improvements; or
- \$72,000.

These rebates will not be general obligations of the City but will be payable solely from incremental property taxes generated by the project and subject to annual appropriation. The rebates will be available for up to a maximum of ten years.

Unless LMI housing is constructed in this subdivision, the City will set aside an amount equal to 36.62% of the incentives provided to the developer (up to a maximum of the developer's certified costs of public improvements or \$72,000) from the incremental taxes generated by the residential housing units and use those funds to support LMI housing anywhere in the community. The remaining incremental taxes will be available to reimburse the City for planning, legal, and other project costs and to fund property tax rebates to the developer, up to the above stated maximums.

The City believes that assistance to stimulate residential housing in this Area will promote economic development by providing needed housing opportunities for employees of area businesses, their families, and new or existing residents. The City expects to enter into a development agreement with 704 Development Corp. (or a related entity) that provides detailed terms and conditions, not all of which are included in this Plan.

B. *Future Development Agreements.* The City expects to consider requests for development agreements for projects that are consistent with this Plan, in the City's sole discretion. Such agreements are unknown at this time, but based on past history, and dependent on development opportunities and climate, the City expects to consider a broad range of incentives as authorized by this Plan, including but not limited to, land, loans, grants, tax rebates, public infrastructure assistance, and other incentives. The costs of such development agreements shall not exceed \$100,000.

**2. Planning, Engineering Fees (for Urban Renewal Plans), Attorney Fees, Administrative, and Other Related Costs to Support Urban Renewal Projects and Planning:**

**3.**

Project	Estimated Date	Estimated Cost to be funded by TIF Funds
Fees and Costs	Undetermined	Not to Exceed \$50,000

**J. FINANCIAL INFORMATION**

1.	July 1, 2018, Constitutional Debt Limit	\$42,291,183
2.	Current Outstanding General Obligation Debt	\$3,045,000
3.	Proposed amount of indebtedness to be incurred: A specific amount of debt to be incurred for the Eligible Urban Renewal Projects has not yet been determined. This document is for planning purposes only. The estimated project costs in this Plan are estimates only and will be incurred and spent over a number of years. In no event will the City's constitutional debt limit be exceeded. The City Council will consider each project proposal on a case-by-case basis to determine if it is in the City's best interest to participate before approving an urban renewal project or expense. It is further expected that such indebtedness, including interest on the same, may be financed in whole or in part with tax increment revenues from the Urban Renewal Area. Subject to the foregoing, it is estimated that the cost of the Eligible Urban Renewal Projects as described above to be funded by TIF Funds will be approximately as stated in the next column:	\$222,000 This does not include financing costs related to debt issuance, which may be incurred over the life of the Area, nor does it include the costs associated with any LMI set-aside.

## **K. URBAN RENEWAL FINANCING**

The City intends to utilize various financing tools such as those described below to successfully undertake the proposed urban renewal actions. The City has the statutory authority to use a variety of tools to finance physical improvements within the Area. These include:

### **A. Tax Increment Financing.**

Under Section 403.19 of the *Code of Iowa*, urban renewal areas may utilize the tax increment financing mechanism to finance the costs of public improvements, economic development incentives, or other urban renewal projects. Upon creation of a tax increment district within the Area, by ordinance, the assessment base is frozen and the amount of tax revenue available from taxes paid on the difference between the frozen base and the increased value, if any, is segregated into a separate fund for the use by the City to pay costs of the eligible urban renewal projects. Certain increased taxes generated by any new development, above the base value, are distributed to the taxing entities, if not requested by the City, and in any event upon the expiration of the tax increment district.

### **B. General Obligation Bonds.**

Under Division III of Chapter 384 and Chapter 403 of the *Code of Iowa*, the City has the authority to issue and sell general obligation bonds for specified essential and general corporate purposes, including the acquisition and construction of certain public improvements within the Area and for other urban renewal projects or incentives for development consistent with this Plan. Such bonds are payable from the levy of unlimited ad valorem taxes on all the taxable property within the City. It may be, the City will elect to abate some or all of the debt service on these bonds with incremental taxes from this Area.

The City may also determine to use tax increment financing to provide incentives such as cash grants, loans, tax rebates, or other incentives to developers or private entities in connection with the urban renewal projects identified in this Plan. In addition, the City may determine to issue general obligation bonds, tax increment revenue bonds or such other obligations, or loan agreements for the purpose of making loans or grants of public funds to private businesses located in the Area for urban renewal projects. Alternatively, the City may determine to use available funds for making such loans or grants or other incentives related to urban renewal projects. In any event, the City may determine to use tax increment financing to reimburse the City for any obligations or advances.

Nothing herein shall be construed as a limitation on the power of the City to exercise any lawful power granted to the City under Chapter 15, Chapter 15A, Chapter 403, Chapter 427B, or any other provision of the *Code of Iowa* in furtherance of the objectives of this Urban Renewal Plan.

#### **L. PROPERTY ACQUISITION/DISPOSITION**

The City will follow any applicable requirements for the acquisition and disposition of property within the Urban Renewal Area.

#### **M. RELOCATION**

The City does not expect there to be any relocation required of residents or businesses as part of the eligible urban renewal projects; however, if any relocation is necessary, the City will follow all applicable relocation requirements.

#### **N. STATE AND LOCAL REQUIREMENTS**

All provisions necessary to conform to State and local laws will be complied with by the City in implementing this Urban Renewal Plan and its supporting documents.

#### **O. SEVERABILITY**

In the event one or more provisions contained in the Urban Renewal Plan shall be held for any reason to be invalid, illegal, unauthorized, or unenforceable in any respect, such invalidity, illegality, un-authorization, or unenforceability shall not affect any other provision of this Urban Renewal Plan, and this Urban Renewal Plan shall be construed and implemented as if such provisions had never been contained herein.

#### **P. URBAN RENEWAL PLAN AMENDMENTS**

This Urban Renewal Plan may be amended from time to time for a number of reasons including, but not limited to, adding or deleting land, adding or amending urban renewal projects, or modifying objectives or types of renewal activities.

The City Council may amend this Plan in accordance with applicable State law.

#### **Q. EFFECTIVE PERIOD**

This Urban Renewal Plan will become effective upon its adoption by the City Council and shall remain in effect until terminated by the City Council.

With respect to property included within the Urban Renewal Area, which is also included in an ordinance which designates that property as a tax increment area and is designated based on an economic development finding, to provide or to assist in the provision of public improvements related to housing and residential development, the use of incremental property tax revenues or the "division of revenue," as those words are used in Chapter 403 of the *Code of Iowa*, is limited to ten (10) years beginning with the second fiscal year following the year in which the City first certifies to the County Auditor the amount of any loans, advances, indebtedness, or bonds which

qualify for payment from the incremental property tax revenues attributable to that property within the Urban Renewal Area.

With consent of all other affected taxing bodies (by written agreement), the use of incremental property tax revenues under the *Code of Iowa* Section 403.19 can be extended for up to five (5) years if necessary to adequately fund the housing project. The City may decide to seek such consent. If separate TIF ordinances or amendments thereto for separate parcel(s) or subareas are adopted as development in the Area warrants, each subarea may have a separate base and separate sunset or expiration date.

At all times, the use of tax increment financing revenues (including the amount of loans, advances, indebtedness, or bonds which qualify for payment from the division of revenue provided in Section 403.19 of the *Code of Iowa*) by the City for activities carried out under the Urban Renewal Area shall be limited as deemed appropriate by the City Council and consistent with all applicable provisions of law.

## **EXHIBIT A**

### **LEGAL DESCRIPTION OF ROLLING HILLS SOUTH CONDOMINIUMS URBAN RENEWAL AREA**

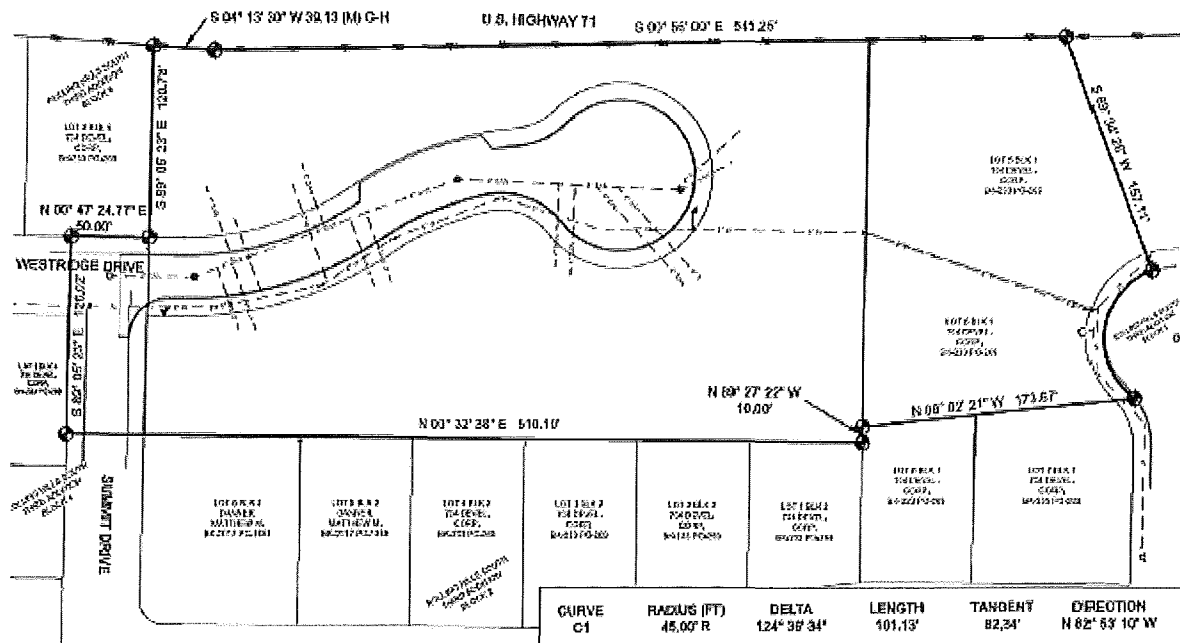
A PARCEL OF LAND IN THE SOUTHWEST QUARTER OF SECTION 25, TOWNSHIP 84 NORTH, RANGE 35 WEST OF THE 5TH P.M., CARROLL COUNTY, IOWA, WHICH EXTERIOR BOUNDARY IS MORE FULLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF LOT 5 BLOCK 1 ROLLING HILLS SOUTH THIRD ADDITION, SAID POINT ALSO BEING THE POINT OF BEGINNING; THENCE S00°56'00"E ON THE EAST RIGHT OF WAY LINE OF U.S. HIGHWAY 71, 545.36 FEET; THENCE S04°13'30"W ON SAID RIGHT OF WAY LINE, 39.13 FEET TO THE NORTHWEST CORNER OF LOT 2 BLOCK 5; THENCE S89°05'23"E ON THE NORTH LINE OF SAID LOT 2, 120.78 FEET; THENCE S00°47'25"W ON THE EAST LINE OF SAID LOT 2, 50.00 FEET; THENCE S89°05'23"E, 126.02 FEET; THENCE N00°32'38"E ON THE WEST LINE OF BLOCK 2 510.10 FEET TO THE NORTHWEST CORNER OF LOT 1 OF SAID BLOCK 2; THENCE N89°27'14"W, 10.00 FEET TO THE SOUTHEAST CORNER OF LOT 6 OF SAID BLOCK 1; THENCE N06°02'21"W, 173.67 FEET TO THE BACK OF THE CURB ADJACENT TO SAID LOT 6; THENCE ON SAID BACK OF CURB ON A CURVE CONCAVE NORTHLY WITH A RADIUS OF 45.00 FEET, A LENGTH OF 101.13 FEET, THE CHORD OF SAID CURVE BEARS N82°53'10"W, 82.34 FEET; THENCE S69°34'28"W, 157.11 FEET TO THE POINT OF BEGINNING.

THE ABOVE DESCRIBED PARCEL CONTAINS 3.63 ACRES MORE OR LESS AND IS SUBJECT TO ANY EASEMENTS OF RECORD NOT SHOWN ON THIS PLAT.

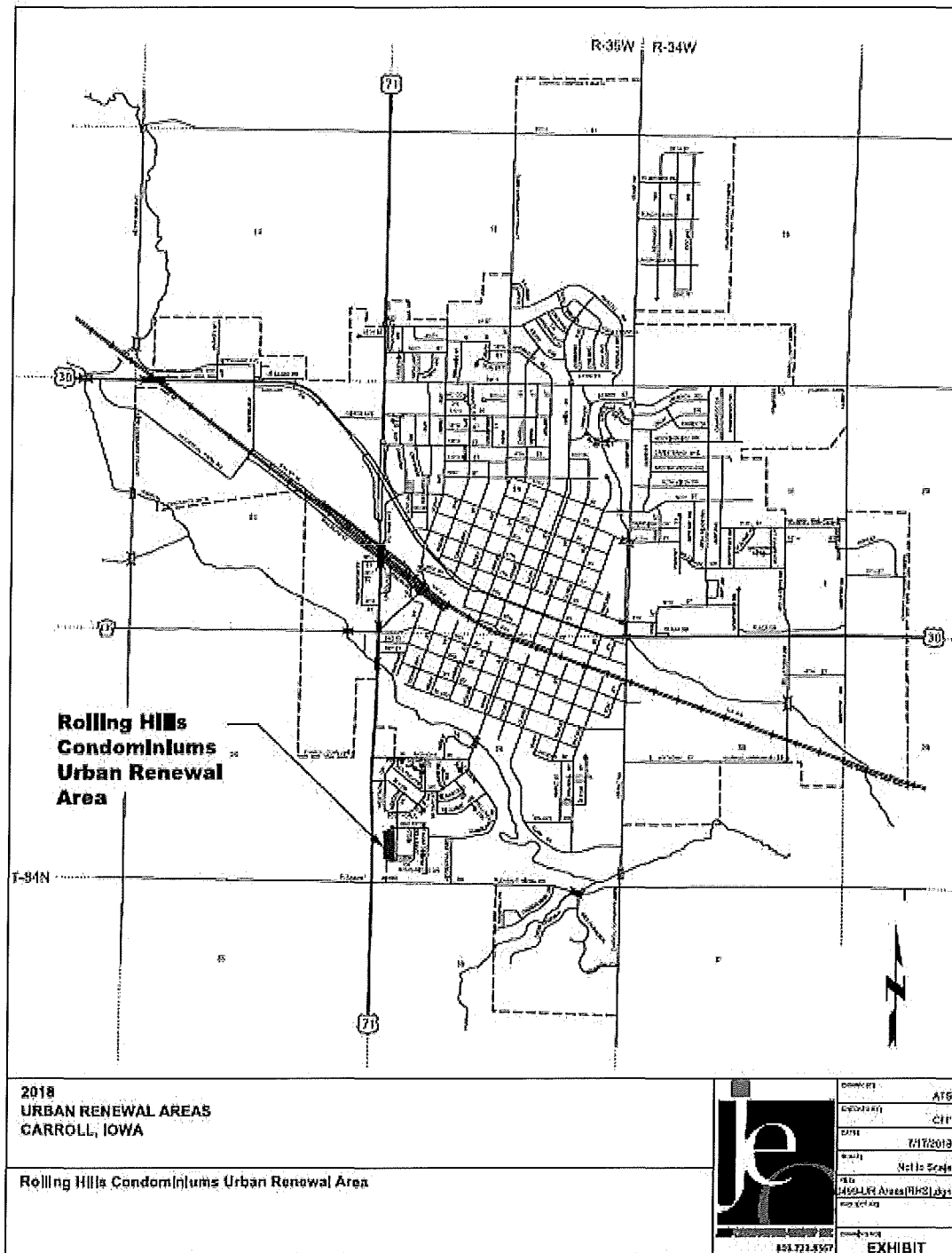


# **EXHIBIT B** **MAP OF URBAN RENEWAL AREA**



# EXHIBIT C

## MAP OF AREA IN CONTEXT OF THE CITY



01481067-1\10275-063

CERTIFICATE

STATE OF IOWA

)  
) SS  
)

COUNTY OF CARROLL

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

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

\_\_\_\_\_  
City Clerk, City of Carroll, State of Iowa

(SEAL)

# City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

**MEMO TO:** Honorable Mayor and City Council Members

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

**DATE:** July 18, 2018

**SUBJECT:** Resolution determining the necessity and setting dates of a consultation and a public hearing on a proposed Carroll Park Apartments Urban Renewal Plan for a proposed Urban Renewal Area in the City of Carroll, State of Iowa

At the June 25, 2018 Council meeting, direction was given by the City Council to proceed with creating an Urban Renewal Plan to support a development/tax increment finance (TIF) rebate agreement with Kenyon Hill Ridge LLC related to the Development of Carroll Park Apartments Condominiums. The first step in the process is to approve a new urban renewal plan that includes this area called Carroll Park Apartments Urban Renewal (UR) Area.

A map is attached to a proposing UR plan depicting the proposed UR area. The main aim of the UR Plan is to provide an incentive that will reimburse the developer the cost of installing the public utilities and infrastructure for the development. JEO Consulting Group Inc has completed an engineer's conceptual opinion of probable cost on the public utilities and has estimated that the public utilities will cost \$493,060. The UR Plan specifies the maximum incentive will be the developer's certified cost of the public improvements or \$600,000.

The City has been working with Nathan Overberg and Jenna Bishop, attorneys with Ahlers & Cooney, P.C., to create the UR plan. Also attached is a resolution to start the process to approve the proposed UR plan. The resolution accomplishes a number of legally required steps in this process including:

- (i) setting the date for a consultation with all affected tax entities (July 31),
- (ii) designating the City Manager as the representative for the city for the consultation,
- (iii) directing a copy of the notice and plan be mailed to all affected taxing entities (Carroll County and Carroll Community School District),
- (iv) setting a public hearing for the proposed plan (August 27),
- (v) directing notice of public hearing to be published,
- (vi) directing a copy of the proposed plan be on file in the City Clerk's office for inspection, and
- (vii) refer the proposed UR Plan to the Planning and Zoning Commission for its review and commendation as to the Plan's conformance with the general plan for the development of the City as a whole.

Upon Council approval of the attached resolution, consultation with the affected taxing entities will be scheduled for July 31, 2018 at 11 AM and public hearing and adoption of the proposed UR plan to be held at the August 27, 2018 Council meeting. After approving the UR plan, the Council would need to adopt an ordinance to create a new TIF district in order to collect TIF from the newly created UR area. That ordinance will be brought to the Council at the appropriate time.

**RECOMMENDATION:** Council consideration and approval of the attached resolution setting dates of a consultation and a public hearing on a proposed Carroll Park Apartments Urban Renewal Plan for the Carroll Park Apartments Urban Renewal Area.

July 23, 2018

The City Council of the City of Carroll, State of Iowa, met in \_\_\_\_\_ session,  
in the Council Chamber, City Hall, 112 East 5th Street, Carroll, Iowa, at 5:15 P.M., on the above  
date. There were present Mayor \_\_\_\_\_, in the chair, and the following named  
Council Members:

\_\_\_\_\_

Absent: \_\_\_\_\_

Vacant: \_\_\_\_\_

\* \* \* \* \*

Council Member \_\_\_\_\_ then introduced the following proposed Resolution entitled "RESOLUTION DETERMINING THE NECESSITY AND SETTING DATES OF A CONSULTATION AND A PUBLIC HEARING ON A PROPOSED CARROLL PARK APARTMENTS URBAN RENEWAL PLAN FOR A PROPOSED URBAN RENEWAL AREA IN THE CITY OF CARROLL, STATE OF IOWA", and moved that the same be adopted. Council Member \_\_\_\_\_ seconded the motion to adopt. The roll was called and the vote was,

AYES: \_\_\_\_\_

\_\_\_\_\_

NAYS: \_\_\_\_\_

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

RESOLUTION NO. \_\_\_\_\_

RESOLUTION DETERMINING THE NECESSITY AND  
SETTING DATES OF A CONSULTATION AND A PUBLIC  
HEARING ON A PROPOSED CARROLL PARK  
APARTMENTS URBAN RENEWAL PLAN FOR A PROPOSED  
URBAN RENEWAL AREA IN THE CITY OF CARROLL,  
STATE OF IOWA

WHEREAS, it is hereby found and determined that one or more economic development areas, as defined in Chapter 403, Code of Iowa, exist within the City and the rehabilitation, conservation, redevelopment, development, or combination thereof, of the area is necessary in the interest of the public health, safety, or welfare of the residents of the City; and

WHEREAS, this Council has reasonable cause to believe that the area described below satisfies the eligibility criteria for designation as an urban renewal area under Iowa law and has caused there to be prepared a proposed Carroll Park Apartments Urban Renewal Plan ("Plan" or "Urban Renewal Plan") for the Carroll Park Apartments Urban Renewal Area ("Area" or "Urban Renewal Area"), which proposed Plan is attached hereto as Exhibit 1; and

WHEREAS, this proposed Urban Renewal Area includes and consists of:

A PARCEL OF LAND IN THE SOUTHEAST QUARTER OF SECTION 19,  
TOWNSHIP 84 NORTH, RANGE 34 WEST OF THE 5TH P.M., CARROLL  
COUNTY, IOWA, WHICH EXTERIOR BOUNDARY IS MORE FULLY  
DESCRIBED AS FOLLOWS:

REFERRING TO THE SOUTHEAST CORNER OF THE SOUTHEAST  
QUARTER OF SAID SECTION 19; THENCE N00°27'59"W, ON THE EAST  
LINE OF SAID SOUTHEAST QUARTER, 935.42 FEET; THENCE  
S89°50'09"W ON THE NORTH LINE OF EAST BUSINESS PARK  
SUBDIVISION 552.83 FEET TO THE POINT OF BEGINNING; THENCE  
N00°15'35"W, 339.98 FEET TO THE SOUTH LINE OF NORTHRIDGE  
FOURTH SUBDIVISION, PHASE THREE; THENCE S89°50'21"W, ON SAID  
SOUTH LINE, 774.67 FEET TO THE WEST RIGHT OFWAY LINE OF  
BELLA VISTA DRIVE; THENCE S00°15'35"E, ON SAID WEST LINE, 340.02  
FEET TO A POINT ON SAID WEST LINE; THENCE N89°50'09"E, ON THE  
NORTH LINE OF EAST BUSINESS PARK 774.67 FEET TO THE POINT OF  
BEGINNING.

THE ABOVE DESCRIBED PARCEL CONTAINS 6.05 ACRES MORE OR  
LESS AND IS SUBJECT TO ANY EASEMENTS OF RECORD NOT SHOWN  
ON THIS PLAT.

WHEREAS, City staff has caused there to be prepared a form of Plan, a copy of which  
has been placed on file for public inspection in the office of the City Clerk and which is

incorporated herein by reference, the purpose of which is to form the Carroll Park Apartments Urban Renewal Area suitable for residential development and to include a list of proposed projects to be undertaken within the Urban Renewal Area; and

WHEREAS, it is desirable that the area be redeveloped as part of the overall redevelopment covered by the Plan; and

WHEREAS, the Iowa statutes require the City Council to submit the proposed Urban Renewal Plan to the Planning and Zoning Commission for review and recommendation as to its conformity with the general plan for development of the City as a whole prior to Council approval of such Plan, and further provides that the Planning and Zoning Commission shall submit its written recommendations thereon to this Council within thirty (30) days of its receipt of such proposed Urban Renewal Plan; and

WHEREAS, the Iowa statutes require the City Council to notify all affected taxing entities of the consideration being given to the proposed Urban Renewal Plan and to hold a consultation with such taxing entities with respect thereto, and further provides that the designated representative of each affected taxing entity may attend the consultation and make written recommendations for modifications to the proposed division of revenue included as a part thereof, to which the City shall submit written responses as provided in Section 403.5, as amended; and

WHEREAS, the Iowa statutes further require the City Council to hold a public hearing on the proposed Urban Renewal Plan subsequent to notice thereof by publication in a newspaper having general circulation within the City, which notice shall describe the time, date, place and purpose of the hearing, shall generally identify the urban renewal area covered by the Plan and shall outline the general scope of the urban renewal project under consideration, with a copy of the notice also being mailed to each affected taxing entity.

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

Section 1. That the consultation on the proposed Urban Renewal Plan required by Section 403.5(2) of the Code of Iowa, as amended, shall be held on July 31, 2018, in the Council Chamber, City Hall, 112 East 5th Street, Carroll, Iowa, at 11:00 A.M., and the City Manager, or his delegate, is hereby appointed to serve as the designated representative of the City for purposes of conducting the consultation, receiving any recommendations that may be made with respect thereto and responding to the same in accordance with Section 403.5(2).

Section 2. That the City Clerk is authorized and directed to cause a notice of such consultation to be sent by regular mail to all affected taxing entities, as defined in Section 403.17(1), along with a copy of this Resolution and the proposed Urban Renewal Plan, the notice to be in substantially the following form:



NOTICE OF A CONSULTATION TO BE HELD BETWEEN  
THE CITY OF CARROLL, STATE OF IOWA AND ALL  
AFFECTED TAXING ENTITIES CONCERNING THE  
PROPOSED CARROLL PARK APARTMENTS URBAN  
RENEWAL PLAN FOR THE CITY OF CARROLL, STATE OF  
IOWA

The City of Carroll, State of Iowa will hold a consultation with all affected taxing entities, as defined in Section 403.17(1) of the Code of Iowa, as amended, commencing at 11:00 A.M. on July 31, 2018, in the Council Chamber, City Hall, 112 East 5th Street, Carroll, Iowa concerning a proposed Carroll Park Apartments Urban Renewal Plan, a copy of which is attached hereto.

Each affected taxing entity may appoint a representative to attend the consultation. The consultation may include a discussion of the estimated growth in valuation of taxable property included in the proposed Urban Renewal Area, the fiscal impact of the division of revenue on the affected taxing entities, the estimated impact on the provision of services by each of the affected taxing entities in the proposed Urban Renewal Area, and the duration of any bond issuance included in the Plan.

The designated representative of any affected taxing entity may make written recommendations for modifications to the proposed division of revenue no later than seven days following the date of the consultation. The City Manager, or his delegate, as the designated representative of the City of Carroll, State of Iowa, shall submit a written response to the affected taxing entity, no later than seven days prior to the public hearing on the proposed Carroll Park Apartments Urban Renewal Plan, addressing any recommendations made by that entity for modification to the proposed division of revenue.

This notice is given by order of the City Council of the City of Carroll, State of Iowa, as provided by Section 403.5 of the Code of Iowa, as amended.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

---

City Clerk, City of Carroll, State of Iowa

(End of Notice)

Section 3. That a public hearing shall be held on the proposed Urban Renewal Plan before the City Council at its meeting which commences at 5:15 P.M. on August 27, 2018, in the Council Chamber, City Hall, 112 East 5th Street, Carroll, Iowa.

Section 4. That the City Clerk is authorized and directed to publish notice of this public hearing in the Daily Times Herald, once on a date not less than four (4) nor more than twenty (20) days before the date of the public hearing, and to mail a copy of the notice by ordinary mail to each affected taxing entity, such notice in each case to be in substantially the following form:

(One publication required)

NOTICE OF PUBLIC HEARING TO CONSIDER APPROVAL  
OF A PROPOSED CARROLL PARK APARTMENTS URBAN  
RENEWAL PLAN FOR A PROPOSED URBAN RENEWAL  
AREA IN THE CITY OF CARROLL, STATE OF IOWA

The City Council of the City of Carroll, State of Iowa, will hold a public hearing before itself at its meeting which commences at 5:15 P.M. on August 27, 2018 in the Council Chamber, City Hall, 112 East 5th Street, Carroll, Iowa, to consider adoption of a proposed Carroll Park Apartments Urban Renewal Plan (the "Plan") concerning a proposed Urban Renewal Area in the City of Carroll, State of Iowa, legally described as follows:

A PARCEL OF LAND IN THE SOUTHEAST QUARTER OF SECTION 19,  
TOWNSHIP 84 NORTH, RANGE 34 WEST OF THE 5TH P.M., CARROLL  
COUNTY, IOWA, WHICH EXTERIOR BOUNDARY IS MORE FULLY  
DESCRIBED AS FOLLOWS:

REFERRING TO THE SOUTHEAST CORNER OF THE SOUTHEAST  
QUARTER OF SAID SECTION 19; THENCE N00°27'59"W, ON THE EAST  
LINE OF SAID SOUTHEAST QUARTER, 935.42 FEET; THENCE  
S89°50'09"W ON THE NORTH LINE OF EAST BUSINESS PARK  
SUBDIVISION 552.83 FEET TO THE POINT OF BEGINNING; THENCE  
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FEET TO A POINT ON SAID WEST LINE; THENCE N89°50'09"E, ON THE  
NORTH LINE OF EAST BUSINESS PARK 774.67 FEET TO THE POINT OF  
BEGINNING.

THE ABOVE DESCRIBED PARCEL CONTAINS 6.05 ACRES MORE OR  
LESS AND IS SUBJECT TO ANY EASEMENTS OF RECORD NOT SHOWN  
ON THIS PLAT.

which land is to be included as part of this proposed Urban Renewal Area.

A copy of the Plan is on file for public inspection in the office of the City Clerk, City Hall, City of Carroll, Iowa.

The City of Carroll, State of Iowa is the local public agency which, if such Plan is approved, shall undertake the urban renewal activities described in such Plan.

The general scope of the urban renewal activities under consideration in the Plan is to stimulate, through public involvement and commitment, private investment in residential development in the Urban Renewal Area through various public purpose and special financing

activities outlined in the Plan. To accomplish the objectives of the Plan, and to encourage the further economic development of the Urban Renewal Area, the Plan provides that such special financing activities may include, but not be limited to, the making of loans or grants of public funds to private entities under Chapter 15A of the Code of Iowa. The City also may reimburse or directly undertake the installation, construction and reconstruction of substantial public improvements, including, but not limited to, street, water, sanitary sewer, storm sewer or other public improvements. The Plan provides that the City may issue bonds or use available funds for purposes allowed by the Plan and that tax increment reimbursement of the costs of urban renewal projects may be sought if and to the extent incurred by the City. The Plan initially proposes no public infrastructure or site improvements to be undertaken by the City, and provides that the Plan may be amended from time to time.

Any person or organization desiring to be heard shall be afforded an opportunity to be heard at such hearing.

This notice is given by order of the City Council of the City of Carroll, State of Iowa, as provided by Section 403.5 of the Code of Iowa.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

---

City Clerk, City of Carroll, State of Iowa

(End of Notice)

Section 5. That the proposed Urban Renewal Plan, attached hereto as Exhibit 1, for the proposed Urban Renewal Area described therein is hereby officially declared to be the proposed Carroll Park Apartments Urban Renewal Plan referred to in the notices for purposes of such consultation and hearing and that a copy of the Plan shall be placed on file in the office of the City Clerk.

Section 6. That the proposed Urban Renewal Plan be submitted to the Planning and Zoning Commission for review and recommendation as to its conformity with the general plan for the development of the City as a whole, with such recommendation to be submitted in writing to this Council within thirty (30) days of the date hereof.

PASSED AND APPROVED this 23<sup>rd</sup> day of July, 2018.

---

Mayor

ATTEST:

---

City Clerk

Label the Plan as Exhibit 1 (with all exhibits) and attach it to this Resolution.

# EXHIBIT 1

## **CARROLL PARK APARTMENTS URBAN RENEWAL PLAN**

**for the**

## **CARROLL PARK APARTMENTS URBAN RENEWAL AREA**

**CITY OF CARROLL, IOWA**

**August 2018**

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### ***EXHIBITS***

- A. LEGAL DESCRIPTION OF CARROLL PARK APARTMENTS URBAN RENEWAL AREA
- B. CARROLL PARK APARTMENTS URBAN RENEWAL AREA MAP
- C. MAP OF AREA IN CONTEXT OF CITY

**Carroll Park Apartments Urban Renewal Plan  
for the  
Carroll Park Apartments Urban Renewal Area  
City of Carroll, Iowa**

**A. INTRODUCTION**

The Carroll Park Apartments Urban Renewal Plan (“Plan” or “Urban Renewal Plan”) for the Carroll Park Apartments Urban Renewal Area (“Area” or “Urban Renewal Area”) has been developed to help local officials respond to and promote economic development in the City of Carroll, Iowa (the “City”). The primary goal of the Plan is to stimulate, through public involvement and commitment, private investment in new housing and residential development as defined in the *Code of Iowa* Section 403.17(12).

In order to achieve this objective, the City intends to undertake Urban Renewal activities pursuant to the powers granted to it under Chapter 403 and Chapter 15A of the *Code of Iowa*, as amended.

**B. DESCRIPTION OF THE URBAN RENEWAL AREA**

The Urban Renewal Area is described in Exhibit “A” and illustrated in Exhibit “B.” A map of the Urban Renewal Area in the context of the City is included in Exhibit “C.” This property has never been residential in nature nor part of a residential housing development.

The City reserves the right to modify the boundaries of the Area at some future date.

**C. AREA DESIGNATION**

With the adoption of this Plan, the City designates this Urban Renewal Area as an economic development area that is appropriate for the provision of public improvements related to housing and residential development.

**D. BASE VALUE**

If the Urban Renewal Area is legally established, a Tax Increment Financing (TIF) ordinance is adopted, and debt is certified prior to December 1, 2018, the taxable valuation as of January 1, 2017, will be considered the frozen “base valuation” for the portion of the Urban Renewal Area identified in the TIF ordinance. If a TIF ordinance is not adopted until a later date, or debt is not first certified prior to December 1, 2018, the frozen “base value” will be the assessed value of the taxable property within that area covered by the TIF ordinance as of January 1 of the calendar year preceding the calendar year in which the City first certifies the amount of any debt on the Area. It may be that more than one ordinance will be adopted on property within the Area. If so, the frozen base values may vary.



## **E. DEVELOPMENT PLAN**

Carroll has a general plan for the physical development of the City as a whole, outlined in the City of Carroll's Comprehensive Plan, adopted February 25, 2013. The goals and objectives identified in this Plan, and the urban renewal projects described herein, are in conformance with the goals and land use policies identified in the Comprehensive Plan.

This Urban Renewal Plan does not in any way replace the City's current land use planning or zoning regulation process. Currently the Area is zoned as R-3, and is anticipated to be rezoned in the future as PUD – R-5, subject to approval through the City's standard rezoning processes.

The need, if any, for improved traffic, public transportation, public utilities, recreational and community facilities, or other public improvements within the Urban Renewal Area, is set forth in this Plan. As the Area develops, the need for public infrastructure extensions and upgrades will be evaluated and planned for by the City.

## **F. RESIDENTIAL DEVELOPMENT**

The City's objective for the Urban Renewal Area is to promote new housing and residential development.

When a city utilizes tax increment financing to support residential development (such support is limited to reimbursement of "public improvement" costs, as defined by Iowa law), a percentage of the incremental revenues (or other revenues) generated by the development must be used to provide assistance to low and moderate income (LMI) families. LMI families are those whose incomes do not exceed 80% of the median Carroll County income.

Unless a reduction is approved by the Iowa Economic Development Authority, the amount of incremental revenues (or other revenues) to be provided for low and moderate income family housing in the community shall be either equal to or greater than the percentage of the original project costs (i.e., the amount of TIF funds used to reimburse infrastructure costs serving the housing development in the Area) that is equal to the percentage of LMI families living in Carroll County. That percentage is currently 36.62%.

The requirement to provide assistance for LMI housing may be met by one, or a combination, of the following options:

1. Providing that at least 36.62% of the units constructed in the Area are occupied by residents and/or families whose incomes are at or below 80% of the median county income;
2. Setting aside an amount equal to or greater than 36.62% of the project costs to be used for LMI housing activities anywhere in the City; or
3. Ensuring that 36.62% of the houses constructed within the Area are priced at amounts affordable to LMI families.

If funds are set aside, as opposed to constructing a sufficient percentage of LMI housing in the Area, the assistance for LMI family housing may be provided anywhere within the City. The type of assistance provided must benefit LMI residents and/or families and may include, but is not limited to:

1. Construction of LMI affordable housing.
2. Owner/renter-occupied housing rehabilitation for LMI residents and/or families.
3. Grants, credits, or other direct assistance for LMI residents and/or families.
4. Homeownership assistance for LMI residents and/or families.
5. Tenant-based rental assistance for LMI residents and/or families.
6. Down payment assistance for LMI residents and/or families
7. Mortgage interest buy-down assistance for LMI residents and/or families.
8. Under appropriate circumstances, the construction of public improvements that advance housing for LMI residents and/or families

### **G. PLAN OBJECTIVES**

Renewal activities are designed to provide opportunities, incentives, and sites for new residential development within the Area. More specific objectives for development within the Urban Renewal Area are as follows:

1. To increase the availability of housing opportunities, which may, in turn, attract and retain area industries and commercial enterprises that will strengthen and revitalize the economy of the State of Iowa and the City of Carroll.
2. To stimulate, through public action and commitment, private investment in new housing and residential development and redevelopment. The City realizes that the availability of affordable, decent, safe, and sanitary housing is important to the overall economic viability of the community.
3. To plan for and provide sufficient land for residential development in a manner that is efficient from the standpoint of providing municipal services.
4. To help finance the cost of constructing public utility and infrastructure extensions and improvements in support of residential development.
5. To improve housing conditions and increase housing opportunities, including LMI income families and/or individuals.
6. To provide a more marketable and attractive investment climate through the use of various federal, state, and local incentives.
7. To encourage residential growth and expansion through governmental policies which make it economically feasible to do business.

8. To encourage residential development that meets the needs of a growing population, while preserving the character of the community.
9. To promote development utilizing any other objectives allowed by Chapter 403 of the *Code of Iowa*.

#### **H. TYPES OF RENEWAL ACTIVITIES**

To meet the objectives of this Urban Renewal Plan and to encourage the development of the Area, the City intends to utilize the powers conferred under Chapter 403 and Chapter 15A, *Code of Iowa* including, but not limited to, tax increment financing. Activities may include:

1. To undertake and carry out urban renewal projects through the execution of contracts and other instruments.
2. To provide for the construction of site specific improvements, such as grading and site preparation activities, access roads and parking, fencing, utility connections, and related activities.
3. To arrange for, or cause to be provided, the construction or repair of public infrastructure in support of residential development, including, but not limited to, streets and sidewalks, traffic lights, pedestrian safety measures, trails, water mains, sanitary sewers, storm sewers, or public utilities.
4. To make loans, forgivable loans, or other types of grants or incentives to private persons, organizations, or businesses for economic development purposes or residential projects, on such terms as may be determined by the City Council.
5. To use tax increment financing to facilitate urban renewal projects, including, but not limited to, financing to achieve a more marketable and competitive land offering price and to provide for necessary physical improvements and infrastructure.
6. To use tax increment for LMI housing assistance.
7. To borrow money and to provide security therefor.
8. To acquire and dispose of property.
9. To make or have made surveys and plans necessary for the implementation of the Urban Renewal Plan or specific urban renewal projects.
10. To use any or all other powers granted by the Urban Renewal Act to develop and provide for improved economic conditions for the City of Carroll and the State of Iowa.

Nothing herein shall be construed as a limitation on the power of the City to exercise any lawful power granted to the City under Chapter 15, Chapter 15A, Chapter 403, Chapter 427B, or any other provision of the *Code of Iowa* in furtherance of the objectives of this Urban Renewal Plan.

## **I. ELIGIBLE URBAN RENEWAL PROJECTS**

Although certain project activities may occur over a period of years, the eligible urban renewal projects under this Urban Renewal Plan include:

### **1. Development Agreements:**

A. *Development Agreement with Kenyon Hill Ridge, LLC (or a related entity)*: The proposed urban renewal project involves providing incentives to Kenyon Hill Ridge, LLC (or a related entity) for the development of a 76-unit residential subdivision (60 two-bedroom apartment units and 16 duplex units). Kenyon Hill Ridge, LLC is expected to invest at least \$11,500,000 in the development of the housing units including, but not limited to, the construction of new streets, sanitary sewer, storm water, gas, and electrical infrastructure. Construction is anticipated to begin in 2018.

The City intends to provide assistance in the form of property tax rebates of potential incremental taxes that will result from completion of the residential subdivision and related public improvements. Under the proposal, some of the incremental property tax generated by the project (from the development of new homes to be constructed on the developer's land pursuant to the *Code of Iowa* Section 403.19) is expected to be rebated to the developer upon substantiation of costs incurred by the developer in constructing the public improvements. Unless some other amount is determined by the City, these incentives are not expected to exceed the lesser of:

- The developer's certified costs of public improvements; or
- \$600,000.

These rebates will not be general obligations of the City but will be payable solely from incremental property taxes generated by the project and subject to annual appropriation. The rebates will be available for up to a maximum of ten years.

Unless LMI housing is constructed in this subdivision, the City will set aside an amount equal to 36.62% of the incentives provided to the developer (up to a maximum of the developer's certified costs of public improvements or \$600,000) from the incremental taxes generated by the residential housing units and use those funds to support LMI housing anywhere in the community. The remaining incremental taxes will be available to reimburse the City for planning, legal, and other project costs and to fund property tax rebates to the developer, up to the above stated maximums.

The City believes that assistance to stimulate residential housing in this Area will promote economic development by providing needed housing opportunities for employees of area businesses, their families, and new or existing residents. The City expects to enter into a

development agreement with Kenyon Hill Ridge, LLC (or a related entity) that provides detailed terms and conditions, not all of which are included in this Plan.

B. *Future Development Agreements.* The City expects to consider requests for development agreements for projects that are consistent with this Plan, in the City's sole discretion. Such agreements are unknown at this time, but based on past history, and dependent on development opportunities and climate, the City expects to consider a broad range of incentives as authorized by this Plan, including but not limited to, land, loans, grants, tax rebates, public infrastructure assistance, and other incentives. The costs of such development agreements shall not exceed \$100,000.

**2. Planning, Engineering Fees (for Urban Renewal Plans), Attorney Fees, Administrative, and Other Related Costs to Support Urban Renewal Projects and Planning:**

Project	Estimated Date	Estimated Cost to be funded by TIF Funds
Fees and Costs	Undetermined	Not to Exceed \$50,000

**J. FINANCIAL INFORMATION**

1.	July 1, 2018, Constitutional Debt Limit	\$42,291,183
2.	Current Outstanding General Obligation Debt	\$3,045,000
3.	Proposed amount of indebtedness to be incurred: A specific amount of debt to be incurred for the Eligible Urban Renewal Projects has not yet been determined. This document is for planning purposes only. The estimated project costs in this Plan are estimates only and will be incurred and spent over a number of years. In no event will the City's constitutional debt limit be exceeded. The City Council will consider each project proposal on a case-by-case basis to determine if it is in the City's best interest to participate before approving an urban renewal project or expense. It is further expected that such indebtedness, including interest on the same, may be financed in whole or in part with tax increment revenues from the Urban Renewal Area. Subject to the foregoing, it is estimated that the cost of the Eligible Urban Renewal Projects as described above to be funded by TIF Funds will be approximately as stated in the next column:	<p>\$750,000</p> <p>This does not include financing costs related to debt issuance, which may be incurred over the life of the Area, nor does it include the costs associated with any LMI set-aside.</p>

## **K. URBAN RENEWAL FINANCING**

The City intends to utilize various financing tools such as those described below to successfully undertake the proposed urban renewal actions. The City has the statutory authority to use a variety of tools to finance physical improvements within the Area. These include:

### **A. Tax Increment Financing.**

Under Section 403.19 of the *Code of Iowa*, urban renewal areas may utilize the tax increment financing mechanism to finance the costs of public improvements, economic development incentives, or other urban renewal projects. Upon creation of a tax increment district within the Area, by ordinance, the assessment base is frozen and the amount of tax revenue available from taxes paid on the difference between the frozen base and the increased value, if any, is segregated into a separate fund for the use by the City to pay costs of the eligible urban renewal projects. Certain increased taxes generated by any new development, above the base value, are distributed to the taxing entities, if not requested by the City, and in any event upon the expiration of the tax increment district.

### **B. General Obligation Bonds.**

Under Division III of Chapter 384 and Chapter 403 of the *Code of Iowa*, the City has the authority to issue and sell general obligation bonds for specified essential and general corporate purposes, including the acquisition and construction of certain public improvements within the Area and for other urban renewal projects or incentives for development consistent with this Plan. Such bonds are payable from the levy of unlimited ad valorem taxes on all the taxable property within the City. It may be, the City will elect to abate some or all of the debt service on these bonds with incremental taxes from this Area.

The City may also determine to use tax increment financing to provide incentives such as cash grants, loans, tax rebates, or other incentives to developers or private entities in connection with the urban renewal projects identified in this Plan. In addition, the City may determine to issue general obligation bonds, tax increment revenue bonds or such other obligations, or loan agreements for the purpose of making loans or grants of public funds to private businesses located in the Area for urban renewal projects. Alternatively, the City may determine to use available funds for making such loans or grants or other incentives related to urban renewal projects. In any event, the City may determine to use tax increment financing to reimburse the City for any obligations or advances.

Nothing herein shall be construed as a limitation on the power of the City to exercise any lawful power granted to the City under Chapter 15, Chapter 15A, Chapter 403, Chapter 427B, or any other provision of the *Code of Iowa* in furtherance of the objectives of this Urban Renewal Plan.

#### **L. PROPERTY ACQUISITION/DISPOSITION**

The City will follow any applicable requirements for the acquisition and disposition of property within the Urban Renewal Area.

#### **M. RELOCATION**

The City does not expect there to be any relocation required of residents or businesses as part of the eligible urban renewal projects; however, if any relocation is necessary, the City will follow all applicable relocation requirements.

#### **N. STATE AND LOCAL REQUIREMENTS**

All provisions necessary to conform to State and local laws will be complied with by the City in implementing this Urban Renewal Plan and its supporting documents.

#### **O. SEVERABILITY**

In the event one or more provisions contained in the Urban Renewal Plan shall be held for any reason to be invalid, illegal, unauthorized, or unenforceable in any respect, such invalidity, illegality, un-authorization, or unenforceability shall not affect any other provision of this Urban Renewal Plan, and this Urban Renewal Plan shall be construed and implemented as if such provisions had never been contained herein.

#### **P. URBAN RENEWAL PLAN AMENDMENTS**

This Urban Renewal Plan may be amended from time to time for a number of reasons including, but not limited to, adding or deleting land, adding or amending urban renewal projects, or modifying objectives or types of renewal activities.

The City Council may amend this Plan in accordance with applicable State law.

#### **Q. EFFECTIVE PERIOD**

This Urban Renewal Plan will become effective upon its adoption by the City Council and shall remain in effect until terminated by the City Council.

With respect to property included within the Urban Renewal Area, which is also included in an ordinance which designates that property as a tax increment area and is designated based on an economic development finding, to provide or to assist in the provision of public improvements related to housing and residential development, the use of incremental property tax revenues or the "division of revenue," as those words are used in Chapter 403 of the *Code of Iowa*, is limited to ten (10) years beginning with the second fiscal year following the year in which the City first certifies to the County Auditor the amount of any loans, advances, indebtedness, or bonds which

qualify for payment from the incremental property tax revenues attributable to that property within the Urban Renewal Area.

With consent of all other affected taxing bodies (by written agreement), the use of incremental property tax revenues under the *Code of Iowa* Section 403.19 can be extended for up to five (5) years if necessary to adequately fund the housing project. The City may decide to seek such consent. If separate TIF ordinances or amendments thereto for separate parcel(s) or subareas are adopted as development in the Area warrants, each subarea may have a separate base and separate sunset or expiration date.

At all times, the use of tax increment financing revenues (including the amount of loans, advances, indebtedness, or bonds which qualify for payment from the division of revenue provided in Section 403.19 of the *Code of Iowa*) by the City for activities carried out under the Urban Renewal Area shall be limited as deemed appropriate by the City Council and consistent with all applicable provisions of law.



## **EXHIBIT A**

### **LEGAL DESCRIPTION OF CARROLL PARK APARTMENTS URBAN RENEWAL AREA**

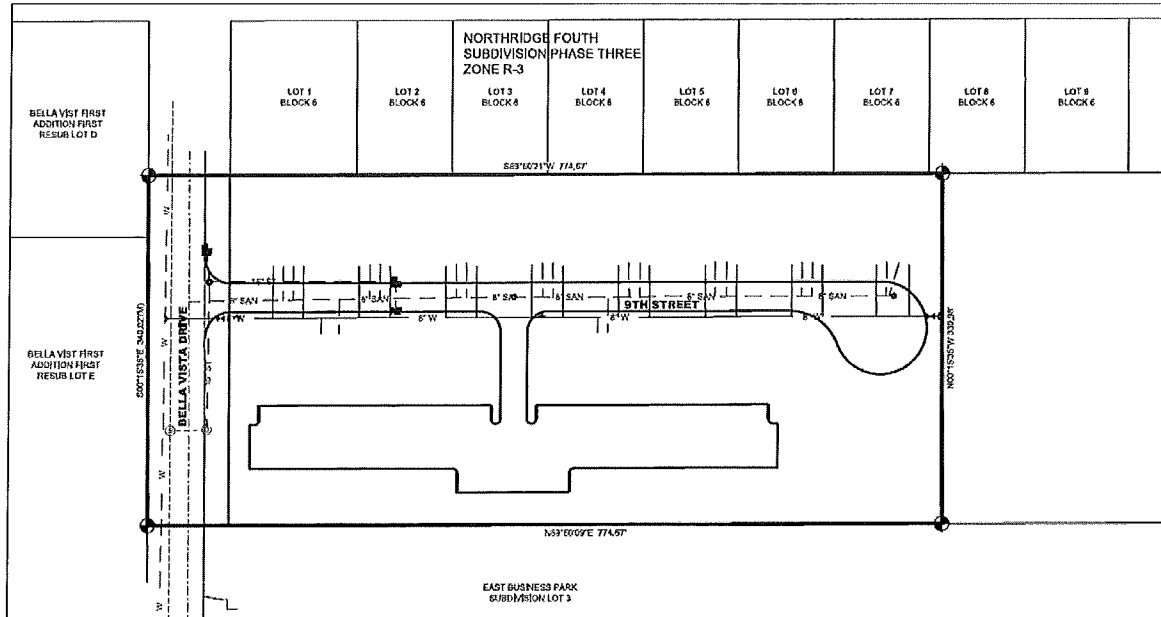
A PARCEL OF LAND IN THE SOUTHEAST QUARTER OF SECTION 19, TOWNSHIP 84 NORTH, RANGE 34 WEST OF THE 5TH P.M., CARROLL COUNTY, IOWA, WHICH EXTERIOR BOUNDARY IS MORE FULLY DESCRIBED AS FOLLOWS:

REFERRING TO THE SOUTHEAST CORNER OF THE SOUTHEAST QUARTER OF SAID SECTION 19; THENCE N00°27'59"W, ON THE EAST LINE OF SAID SOUTHEAST QUARTER, 935.42 FEET; THENCE S89°50'09"W ON THE NORTH LINE OF EAST BUSINESS PARK SUBDIVISION 552.83 FEET TO THE POINT OF BEGINNING; THENCE N00°15'35"W, 339.98 FEET TO THE SOUTH LINE OF NORTHRIDGE FOURTH SUBDIVISION, PHASE THREE; THENCE S89°50'21"W, ON SAID SOUTH LINE, 774.67 FEET TO THE WEST RIGHT OFWAY LINE OF BELLA VISTA DRIVE; THENCE S00°15'35"E, ON SAID WEST LINE, 340.02 FEET TO A POINT ON SAID WEST LINE; THENCE N89°50'09"E, ON THE NORTH LINE OF EAST BUSINESS PARK 774.67 FEET TO THE POINT OF BEGINNING.

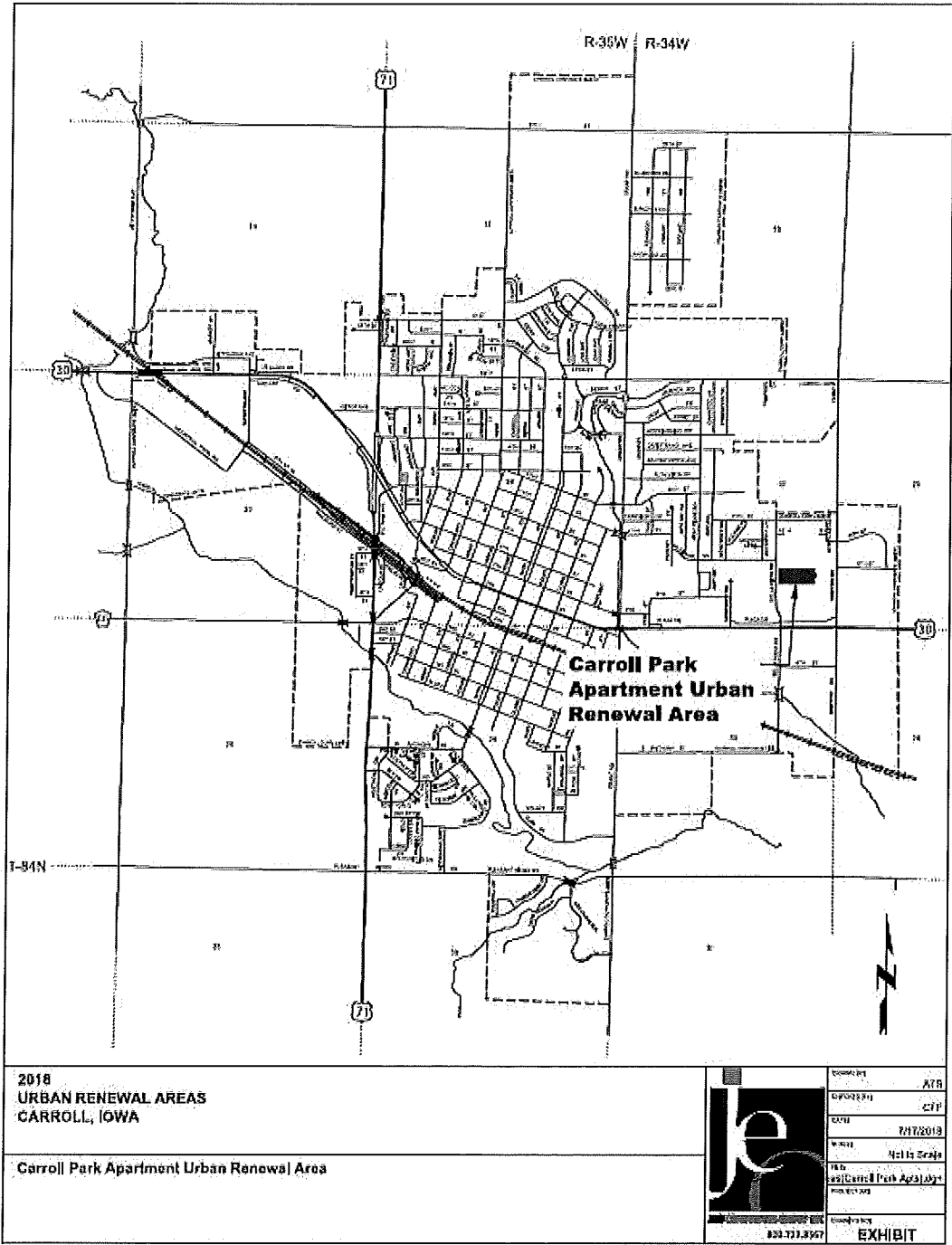
THE ABOVE DESCRIBED PARCEL CONTAINS 6.05 ACRES MORE OR LESS AND IS SUBJECT TO ANY EASEMENTS OF RECORD NOT SHOWN ON THIS PLAT.

# EXHIBIT B

## MAP OF URBAN RENEWAL AREA



# EXHIBIT C MAP OF AREA IN CONTEXT OF THE CITY



01502007-1\10275-067

CERTIFICATE

STATE OF IOWA

)

) SS

COUNTY OF CARROLL

)

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

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

\_\_\_\_\_  
City Clerk, City of Carroll, State of Iowa

(SEAL)

# City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

**MEMO TO:** Mike Pogge-Weaver, City Manager *MPW*  
**FROM:** Jack Wardell, Director of Parks and Recreation *JW*  
**DATE:** July 18, 2018  
**SUBJECT:** Northeast Park Master Plan Presentation – 2018

- ❖ Master Plan Map
- ❖ Phasing the Master Plan Map
- ❖ Cost Opinion

Craig Erickson, Landscape Architect with Shive Hattery, will be present to review the Northeast Park Master Plan. The map only and not the Engineer's opinion of cost was recommended to the City Council from the Parks, Recreation and Cultural board approval.

Highlights:

- All Inclusive Playground
- Miracle Field
- ADA Restroom, concession stand and shelterhouse
- Trail with outdoor weight machine stations
- Paved parking lots on northside and southside parking lots
- Overlook deck

**RECOMMENDATION:** The Mayor and City Council consideration and acceptance of the Northeast Park Master Plan.



P:\Projects\DMA\10200\Drawings\Drawings\REV\0001.dwg  
Printed: 11/25/2016 3:18:57 PM



MASTER PLAN  
CONCEPT

C100

PRELIMINARY  
- NOT FOR  
CONSTRUCTION

CARROLL NORTHEAST  
PARK  
CITY OF CARROLL

CARROLL NORTHEAST  
PARK

SHIVE-HATTERY  
ARCHITECTURE+ENGINEERING  
4125 Westover Pkwy, Suite 100 | West Des Moines, Iowa 50266  
515.223.8104 | www.shive-hattery.com  
Iowa | Illinois | Indiana





C100

MASTER PLAN  
CONCEPT

DRAWN: GJM  
APPROVED: CBE  
ISSUED FOR: RFP  
DATE: 07/18/2018  
PROJECT NO: 4182090  
FIELD BOOK: —  
CLIENT NO: —

PRELIMINARY  
- NOT FOR  
CONSTRUCTION

CARROLL NORTHEAST  
PARK

CITY OF CARROLL

**SHIVE-HATTERY**  
ARCHITECTURE+ENGINEERING

4125 Westown Pkwy, Suite 100 | West Des Moines, Iowa 50266  
515.223.8104 | www.shive-hattery.com  
Iowa | Illinois | Indiana



**CARROLL NORTHEAST PARK MASTER PLAN  
COST OPINION - PRELIMINARY DESIGN**

#	ITEM DESCRIPTION	QUANTITY	UNITS		UNIT COST		TOTAL COST
<b>Master Plan Projects:</b>							
1	Playground	1	LS	*	\$215,790	=	\$215,790
2	Parking Lot / Detention Pond	1	LS	*	\$340,715	=	\$340,715
3	Plaza / Shelter	1	LS	*	\$325,784	=	\$325,784
4	Miracle Field	1	CY	*	\$803,643	=	\$803,643
5	Other Park Improvements	1	LS	*	\$307,630	=	\$307,630
<b>SUBTOTAL</b>						<b>=</b>	<b>\$1,993,561</b>

<b>Future Projects: (Not Included in Total Master Plan Costs)</b>							
1	10' Trail, 5" PCC	1,450	SY	*	\$65	=	\$94,250
2	Accessible Overlook	1	LS	*	\$10,000	=	\$10,000
<b>SUBTOTAL</b>						<b>=</b>	<b>\$104,250</b>

\*\*TOTAL PROJECT COSTS AND CONSTRUCTION COSTS PROVIDED HEREIN ARE MADE ON THE BASIS OF ENGINEER'S EXPERIENCE AND QUALIFICATIONS AND REPRESENT THE ENGINEER'S BEST JUDGMENT. HOWEVER, THE ENGINEER CANNOT AND DOES NOT GUARANTEE THAT BIDS OR ACTUAL TOTAL PROJECT OR CONSTRUCTION COSTS WILL NOT VARY FROM THE ESTIMATE OF PROBABLE CONSTRUCTION COST. THIS COST OPINION IS INTENDED TO ASSIST IN BUDGETARY ASSESSMENT AND DOES NOT GUARANTEE THAT ACTUAL PROJECT COSTS WILL NOT EXCEED OR BE LOWER THAN THE AMOUNTS STATED IN THIS ESTIMATE.



**CARROLL NORTHEAST PARK MASTER PLAN  
COST OPINION - PLAYGROUND**

#	ITEM DESCRIPTION	QUANTITY	UNITS		UNIT COST		TOTAL COST
<b>Playground</b>							
1	Tree Removal (By Owner)	4	EA	*	\$0	=	\$0
2	Playground Equipment & Surfacing	1	LS	*	\$165,000	=	\$165,000
3	5" PCC Paving, Sidewalk	155	SY	*	\$55	=	\$8,525
4	Bench	2	EA	*	\$500	=	\$1,000
5	Trash Receptacle	1	EA	*	\$300	=	\$300
6	Site Lighting	1	LS	*	\$5,000	=	\$5,000
<b>SUBTOTAL</b>							<b>\$179,825</b>
<b>DESIGN CONTINGENCY (20%)</b>							<b>\$35,965</b>
<b>TOTAL PROJECT COSTS</b>							<b>\$215,790</b>

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**CARROLL NORTHEAST PARK MASTER PLAN  
COST OPINION - PARKING LOT / DETENTION POND**

#	ITEM DESCRIPTION	QUANTITY	UNITS		UNIT COST		TOTAL COST
<b>Parking Lot</b>							
1	Mobilization	1	LS	*	\$11,000	=	\$11,000
2	Construction Survey/Staking	1	LS	*	\$3,000	=	\$3,000
3	Tree Removal	14	EA	*	\$300	=	\$4,200
4	Earthwork	1	LS	*	\$10,000	=	\$10,000
5	Erosion Control	1	LS	*	\$4,000	=	\$4,000
6	Subgrade Prep	2,280	SY	*	\$9	=	\$20,520
7	6" PCC Paving, Parking Lot	2,055	SY	*	\$60	=	\$123,300
8	5" PCC Paving, Sidewalk	300	SY	*	\$55	=	\$16,500
9	Pavement Striping	1	LS	*	\$500	=	\$500
10	Storm Sewer	375	LF	*	\$65	=	\$24,375
11	Storm Flared End Section	3	EA	*	\$2,000	=	\$6,000
12	Storm Structure	3	EA	*	\$4,500	=	\$13,500
13	Site Lighting	1	LS	*	\$10,000	=	\$10,000
<b>SUBTOTAL</b>							<b>\$246,895</b>
<b>DESIGN CONTINGENCY (20%)</b>							<b>\$49,379</b>
<b>SUBTOTAL OF CONSTRUCTION COSTS</b>							<b>\$296,274</b>
<b>SOFT COSTS: ENGINEERING, PERMITTING, TESTING (15%)</b>							<b>\$44,441</b>
<b>TOTAL PROJECT COSTS</b>							<b>\$340,715</b>

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**CARROLL NORTHEAST PARK MASTER PLAN  
COST OPINION - PLAZA / SHELTER**

#	ITEM DESCRIPTION	QUANTITY	UNITS		UNIT COST		TOTAL COST
<b>Plaza / Shelter</b>							
1	Mobilization	1	LS	*	\$8,000	=	\$8,000
2	Construction Survey/Staking	1	LS	*	\$1,500	=	\$1,500
3	Tree Removal	2	EA	*	\$300	=	\$600
4	Earthwork	1	LS	*	\$2,000	=	\$2,000
5	Erosion Control	1	LS	*	\$1,000	=	\$1,000
6	5" PCC Paving, Sidewalk	565	SY	*	\$50	=	\$28,250
7	Shelter/Concessions/Restroom	1	LS	*	\$150,000	=	\$150,000
8	Water Service, 6"	135	LF	*	\$55	=	\$7,425
9	Fire Hydrant Assembly	1	EA	*	\$5,000	=	\$5,000
10	Sanitary Service	140	LF	*	\$50	=	\$7,000
11	Sanitary Structure	1	EA	*	\$4,500	=	\$4,500
12	Electrical Service	1	LS	*	\$4,000	=	\$4,000
13	Site Lighting	1	LS	*	\$10,000	=	\$10,000
14	Bench	6	EA	*	\$500	=	\$3,000
15	Table	4	EA	*	\$800	=	\$3,200
16	Trash Receptacle	2	EA	*	\$300	=	\$600
<b>SUBTOTAL</b>							<b>\$236,075</b>
<b>DESIGN CONTINGENCY (20%)</b>							<b>\$47,215</b>
<b>SUBTOTAL OF CONSTRUCTION COSTS</b>							<b>\$283,290</b>
<b>SOFT COSTS: ENGINEERING, PERMITTING, TESTING (15%)</b>							<b>\$42,494</b>
<b>TOTAL PROJECT COSTS</b>							<b>\$325,784</b>

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**CARROLL NORTHEAST PARK MASTER PLAN  
COST OPINION - MIRACLE FIELD**

#	ITEM DESCRIPTION	QUANTITY	UNITS		UNIT COST		TOTAL COST
<b>Miracle Field</b>							
1	Mobilization	1	LS	*	\$10,000	=	\$10,000
2	Construction Survey/Staking	1	LS	*	\$2,000	=	\$2,000
3	Tree Removal	8	EA	*	\$300	=	\$2,400
4	Earthwork	1	LS	*	\$3,500	=	\$3,000
5	Erosion Control	1	LS	*	\$1,000	=	\$1,000
6	Miracle Field	1	LS	*	\$500,000	=	\$500,000
7	5" PCC Paving, Sidewalk	450	SY	*	\$55	=	\$24,750
8	Site Lighting	1	LS	*	\$10,000	=	\$10,000
9	Scoreboard	1	LS	*	\$10,000	=	\$10,000
10	Bleachers	3	EA	*	\$5,000	=	\$15,000
11	Bench	4	EA	*	\$500	=	\$2,000
12	Table	2	EA	*	\$800	=	\$1,600
13	Trash Receptacle	2	EA	*	\$300	=	\$600
<b>SUBTOTAL</b>							<b>\$582,350</b>
<b>DESIGN CONTINGENCY (20%)</b>							<b>\$116,470</b>
<b>SUBTOTAL OF CONSTRUCTION COSTS</b>							<b>\$698,820</b>
<b>SOFT COSTS: ENGINEERING, PERMITTING, TESTOMG (15%)</b>							<b>\$104,823</b>
<b>TOTAL PROJECT COSTS</b>							<b>\$803,643</b>

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**CARROLL NORTHEAST PARK MASTER PLAN  
COST OPINION - OTHER PARK IMPROVEMENTS**

#	ITEM DESCRIPTION	QUANTITY	UNITS		UNIT COST		TOTAL COST
<b>Walking Loop</b>							
1	Mobilization	1	LS	*	\$5,000	=	\$5,000
2	Construction Survey/Staking	1	LS	*	\$1,000	=	\$1,000
3	Earthwork	1	LS	*	\$2,000	=	\$2,000
4	Erosion Control	1	LS	*	\$1,000	=	\$1,000
5	5" PCC Paving, Sidewalk	2,025	SY	*	\$50	=	\$101,250
6	Fitness Trail Equipment	1	LS	*	\$35,000	=	\$35,000
7	Bench	3	EA	*	\$500	=	\$1,500
8	Prairie Grass	2.5	AC	*	\$2,500	=	\$6,250
9	Basketball Hoops	1.0	LS	*	\$4,000	=	\$4,000
10	Basketball Court Resurfacing	1.0	LS	*	\$10,000	=	\$10,000
11	Subgrade Prep	880	SY	*	\$9	=	\$7,920
12	6" PCC Paving, Parking Lot	800	SY	*	\$60	=	\$48,000
<b>SUBTOTAL</b>							<b>\$222,920</b>
<b>DESIGN CONTINGENCY (20%)</b>							<b>\$44,584</b>
<b>SUBTOTAL OF CONSTRUCTION COSTS</b>							<b>\$267,504</b>
<b>SOFT COSTS: ENGINEERING, PERMITTING, TESTOMG (15%)</b>							<b>\$40,126</b>
<b>TOTAL PROJECT COSTS</b>							<b>\$307,630</b>

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# 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 *MJPW*  
**FROM:** Jack Wardell, Director of Parks and Recreation *JW*  
**DATE:** July 18, 2018  
**SUBJECT:** Report of Bid Opening – Pickleball Courts - Northwest Park  
**F.Y. 19 BUDGET:** \$175,000.00      **PRE-BID ESTIMATE:** \$225,000.00

On July 10, 2018 bids were due for the Pickleball Court Project however no bids were received. Attached to this memorandum is a letter from Ron Speckmann with FEH Design with some possibilities to why no bids were submitted.

Possible options for consideration moving forward:

- A. Rebid same project in January/February 2019 to allow more time for asphalt companies to submit bids to the general contractor.
- B. Redesign with reinforced concrete with allow more local contractors to submit bids.
- C. Look at the possibility of 5 inches of post tension concrete over the top of the existing surface. This needs some more time to be researched by FEH Design.

At this time, these options do not have budgetary numbers but can be researched by FEH Design and these options with budgetary numbers can be brought back to City Council.

**RECOMMENDATION:** For the Mayor and City Council to consider options and recommend to staff how to proceed with the Pickleball project.

July 16, 2018

Jack Wardell, Park & Recreation Director  
City of Carroll, Iowa  
112 E. 5<sup>th</sup> Street  
Carroll, Ia. 51401-2799

RE: Bid Results - Tennis Court Renovations at Northwest Park – Carroll, Iowa

Dear Mr. Wardell:

Bids were due for the Tennis Court Renovations at Northwest Park project on July 10, 2018 at 10:00 AM. No bids were submitted. Three General Contractors were holding plans and specifications. Two General Contractors were present at the Pre-Bid Meeting held June 26, 2018. Since the bid time and date, all three General Contractors have been asked why they did not submit a bid. One of the contractors indicated that timing and their current workload was the reason they did not bid. Two of the contractors indicated they could not get an Asphalt bid. My understanding is one Asphalt subcontractor indicated they could not get the job done this year and was uncertain if they were going to be serving the Carroll area next year. Thus, an asphalt bid was not submitted to the General Contractors.

If you have any questions, please call or email me.

Sincerely,

**FEH DESIGN**



Ron Speckmann, AIA  
Principal/ Project Architect



**FEH DESIGN**

1201 4TH STREET, SUITE 201  
SIoux CITY, IOWA 51101

712 252 3889 P

FEHDESIGN.COM

# City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

**MEMO TO:** Mike Pogge-Weaver, City Manager *MSP-W*  
**FROM:** Jack Wardell, Director of Parks and Recreation *JW*  
**DATE:** July 18, 2018  
**SUBJECT:** Report of Bid Opening – Light Fairway Mower – Golf Course  
**PRE-BID ESTIMATE:** F.Y. 2018-19 - Budgeted Item \$50,000.00

On July 11, 2018 four bids were received at the time of the bid opening and the results are listed below:

	2018 Fairway Mower	Trade In	Total Purchase Price
MTI Distributing - Grimes, Ia	\$47,949.20	(\$4,500.00)	\$43,449.20
MTI Distributing - Grimes, Ia	\$55,472.71	(\$4,500.00)	\$50,972.71
Turfwerks - Johnston, Ia	\$52,902.34	(\$14,000.00)	\$38,902.34
VanWall Equipment - Urbandale, Ia	\$50,849.00	(\$13,500.00)	\$37,349.00

The bid from VallWall Equipment is a John Deere 7700A Fairway mower, this mower did meet all the specifications outlined in the bid documents. In addition to the purchase of the John Deere mower the City will receive a rebate check from VGM Club Membership of \$1,016.98.

**Trade In Mower:** 2011 John Deere 7700 with approximately 1755 hours

**RECOMMENDATION:** For the Mayor and City Council to approve the bid from VanWall Equipment - Urbandale, IA for the final cost of \$37,349.00



CITY OF CARROLL  
Parks and Recreation Department  
112 E 5th Street  
Carroll, Ia 51401  
City Hall (712)792-1000  
Website: www.cityofcarroll.com

Fax: (712)792-3097

# BID OPENING REPORT

Bids were opened: 07/11/2018 @ 11:00 am in City Hall

For: One (1) Lightweight Fairway Mower

Pre-Bid Estimate: \$50,000

	<u>2018 Fairway Mower</u>	<u>2011 John Deere 7700 Fairway Mower Trade In</u>	<u>Total Purchase Price</u>
<u>1 MTI Distributing - Grimes, Iowa - Toro</u>	<u>\$ 47,949.20</u>	<u>\$ (4,500.00)</u>	<u>\$ 43,449.20</u>
<u>2 MTI Distributing - Grimes, Iowa - Toro</u>	<u>\$ 55,472.71</u>	<u>\$ (4,500.00)</u>	<u>\$ 50,972.71</u>
<u>3 Turfwerks - Johnston, Iowa - Jacobsen</u>	<u>\$ 52,902.34</u>	<u>\$ (14,000.00)</u>	<u>\$ 38,902.34</u>
<u>4 Van Wall Equipment - Urbandale, Iowa - John Deere</u>	<u>\$ 50,849.00</u>	<u>\$ (13,500.00)</u>	<u>\$ 37,349.00</u>

Signed: Laura A Schaefer, City Clerk  
Date: 7/11/2018



JOHN DEERE FAIRWAY MOWER 7700A

# City of Carroll

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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:** July 19, 2018

**SUBJECT:** Funding request for the City of Carroll's 150<sup>th</sup> Celebration

The City of Carroll will celebrate its sesquicentennial in 2019. Some initial discussions have been held between Chamber and City staff about how to mark the occasion and dates for the event have been set for July 19-21, 2019 in order to avoid other area celebrations and community events in the area.

Chamber and City staff are looking to form an independent Carroll 150 Committee that will run the event, including fundraising. While a budget for the event has not yet been set, in order to get it off the ground, it is suggested that the City make an initial commitment so work can begin on securing entertainment and vendors for that weekend. This funding will be utilized to support the costs that are not typically sponsorship supported, including sanitation, deposits, etc. It is requested that the City contribute \$40,000 for the event.

One suggestion would be to fund this out of Hotel/Motel Tax Collections. Specifically, it is requested that \$20,000 be contributed out of FY 2018/2019 and an additional \$20,000 out of FY 2019/2020. This would be one-time direct allocations to the committee. Attached is an updated budget for the Hotel/Motel tax collections for the Council's reference.

**RECOMMENDATION:** Mayor and City Council consider approving \$40,000 for the Carroll 150 Committee funded out of Hotel/Motel Tax Collections with \$20,000 in FY 2018/2019 and an additional \$20,000 out of FY 2019/2020.



July 19, 2018

Mike Pogge-Weaver  
City Manager  
City of Carroll  
112 E 5th St  
Carroll, Iowa 51401

Dear Mike, Mayor Jensen and Council Members;

The Chamber of Commerce is excited to assist the City with the planning and execution of a Sesquicentennial event to be held next summer. The chosen dates for the event are the weekend of July 18-21, 2019. Initially, a small committee of city and Chamber staff have met to discuss the logistics and begin the initial marketing and preparation for the event.

The intention of the committee is to work to bring a weekend full of activities at locations around the city to celebrate Carroll and the rich history of this amazing community. Discussion was held around funding of the project. A new entity will be formed to receive funding in the form of donation for the event. This will include the volunteers for the event raising some sponsorship income. As a non-profit, most of the Chamber budget is through membership and sponsorship from local business partners, it was agreed that the Chamber will not take the lead in fundraising or the event itself, but that will be done with a team of local leaders in partnership with the City and the Chamber.

To make the event successful, along with the funds raised in the form of sponsorship, funding from the City will be necessary for the event. This funding will be utilized to support the costs that are not typically sponsorship supported, including sanitation, deposits, etc. Although a final budget has not been developed or set, we felt it was important to know what funding may be available in order to start the budget process as well as securing entertainment and vendors for that weekend. The committee is requesting a total of \$40,000 for the event next summer. Also discussed and agreed was that fact that any money that may be raised will be donated to a local cause or community improvement, to be determined by the oversight committee and named soon. Any event proceeds will not revert to the City or the Chamber.

We are excited to support your event, and look forward to a full weekend of fun to celebrate this wonderful community!

Sincerely,

*Shannon Landauer*  
Shannon Landauer, CEC  
Carroll Chamber of Commerce

**HOTEL/MOTEL TAX COLLECTIONS**  
**June 30, 2018**

	<u>Actual</u> <u>FY 15/16</u>	<u>Actual</u> <u>FY 16/17</u>	<u>Actual</u> <u>FY 17/18</u>	<u>BUDGET</u> <u>FY 18/19</u>	<u>Projected</u> <u>FY 19/20</u>	<u>Projected</u> <u>FY 20/21</u>	<u>Projected</u> <u>FY 21/22</u>	<u>Projected</u> <u>FY 22/23</u>
July 1 Balance	\$ 100,115	\$ 249,155	\$ 294,050	\$ 286,192	\$ 257,566	\$ 186,566	\$ 265,566	\$ 344,566
One time set aside (\$40,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Estimated Revenue:								
Hotel/Motel tax	\$ 259,272 (1)	\$ 248,857 (1)	\$ 247,299 (1)	\$ 220,000 (1)	\$ 220,000 (1)	\$ 220,000 (1)	\$ 220,000 (1)	\$ 220,000 (1)
Interest income	\$ 1,114	\$ 2,582	\$ 4,088	\$ 2,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
Misc. Donations	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
Expenses:								
Cultural support	\$ (1,421)	\$ (21,433)	\$ 1,104	\$ (6,126)	\$ (10,000)	\$ (10,000)	\$ (10,000)	\$ (10,000)
Theater Improvements	\$ -	\$ -	\$ -	\$ (100,000)	\$ (150,000)	\$ -	\$ -	\$ -
Park & rec capital:								
Rec Center Improvements	\$ -	\$ (5,003)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Tourism promotion (Chamber)	\$ (19,925)	\$ (20,107)	\$ (15,965)	\$ (34,500)	\$ (22,000)	\$ (22,000)	\$ (22,000)	\$ (22,000)
Comm Dvlp - Public Relations	\$ (10,000)	\$ -	\$ -	\$ (10,000)	\$ (10,000)	\$ (10,000)	\$ (10,000)	\$ (10,000)
Transfers (Projects):								
Merchants Park Improvements	\$ -	\$ (160,000)	\$ (44,384)	\$ -	\$ -	\$ -	\$ -	\$ -
Trails	\$ (80,000)	\$ -	\$ (150,000)	\$ (100,000)	\$ (100,000)	\$ (100,000)	\$ (100,000)	\$ (100,000)
Accessible Playground Equip.	\$ -	\$ -	\$ (50,000)	\$ -	\$ -	\$ -	\$ -	\$ -
Carryover Balance	<u>\$ 249,155</u>	<u>\$ 294,050</u>	<u>\$ 286,192</u>	<u>\$ 257,566</u>	<u>\$ 186,566</u>	<u>\$ 265,566</u>	<u>\$ 344,566</u>	<u>\$ 423,566</u>

(1) - Subject to IA Code 423A.7(4)(a) - at least fifty percent of the revenues shall be expended for the acquisition of sites for, or constructing, improving, enlarging, equipping, repairing, operating, or maintaining of recreation, convention, cultural, or entertainment facilities including but not limited to memorial buildings, halls and monuments, civic center convention buildings, auditoriums, coliseums, and parking areas or facilities located at those recreation, convention, cultural, or entertainment facilities or the payment of principal and interest, when due, on bonds or other evidence of indebtedness issued by the county or city for those recreation, convention, cultural, or entertainment facilities; or for the promotion and encouragement of tourist and convention business in the city or county and surrounding areas.

# 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:** July 19, 2018

**SUBJECT:** Waive Purchasing Policy #0501 – Purchase of cablecast equipment for Carroll Area Access Television (CAAT) 6

The current cablecast equipment for CAAT 6 is over 15 years old and is in need of replacement. Additionally, the City recently received notice that the manufacturer of the equipment will no longer provide maintenance and support for the current equipment we have.

Carroll's own local access cable channel is seen on Mediacom cable channel 6 (also on channel 97-2 on Digital-Ready TV's) in Carroll and Glidden as well as Western Iowa Networks cable channel 46 in Carroll, Westside, Breda and Lidderdale. CAAT 6 broadcasts City Council, School Board, and County Board of Supervisor meetings along with several church services.

For some time Jason Lambertz, from CAAT6, has been researching the various options to replace the equipment. To that end, after reviewing several products and talking with other cities that operate a cable channel like CAAT 6, he is recommending that we purchase TightRope cablecast equipment to replace our current system. Initially, we would like to purchase the base unit, a bulletin board option, and streaming encoder. The total price from Heartland Video Systems will not exceed \$19,707.82. Due to the specialized nature of the equipment we can only purchase this equipment from Heartland Video Systems who services our area.

Additionally, this system is upgradable to allow for live streaming of the broadcast on the internet along with video on demand services. The additional equipment for live streaming and video on demand would cost an additional \$12,950.20 upfront with an on-going cost of \$1,971.20 per year. While this is something we would seek to add in the future, we would like to start off with the initial cablecast equipment and look to add the live streaming and video on demand option later down the road.

**RECOMMENDATION:** Mayor and City Council consider waiving purchase policy #0501 related to the requirement for competitive quotes and approve the purchase of TightRope cable equipment, carousel bulletin board, and Niagara go stream mini equipment from Heartland Video Systems in the amount of not to exceed \$19,707.82.

# City of Carroll

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112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

**MEMO TO:** Honorable Mayor and City Council Members

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

**DATE:** July 19, 2018

**SUBJECT:** Move the regular August 13, 2018 City Council meeting to August 6, 2018

To accommodate the public hearing on the plans, specifications, and contracts for Library/City Hall project it is requested that the regular August 13, 2018 City Council meeting be moved to August 6, 2018. From staff's prospective there will be no impact to regular City business and it appears this date will work for all of the Council members and staff.

**RECOMMENDATION:** Mayor and City Council consider approving a motion to move the regular August 13, 2018 to August 6, 2018 at 5:15 PM to be held in the Farner Government Building.

# City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

**MEMO TO:** Honorable Mayor and City Council Members

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

**DATE:** July 19, 2018

**SUBJECT:** Carroll Public Library  
Public Hearing on Plans, Specifications and Form of Contract

Carroll City Hall  
Public Hearing on Plans, Specifications and Form of Contract

Joe Feldmann at OPN Architects notified the City on Tuesday, July 17<sup>th</sup> that Stecker-Harmsen has not completed their work on the cost estimate for the Library/City Hall project. Since the cost estimate is a required element for the public hearing on the plans, specifications, and contracts for a public improvement project, we need to table the public hearing to a future date.

Since the City has advertised the public hearing for Monday, July 23<sup>rd</sup>, the Council should open the two public hearings and table them until the next meeting, which is being set for Monday, August 6, 2018 at 5:15 PM. The City will advertise the new Public Hearing dates as required by law.

## **RECOMMENDATIONS:**

- 1) Mayor and City Council consider tabling the public hearing on the Plans, Specifications and Form of Contract for the Carroll Public Library.
- 2) Mayor and City Council consider tabling the public hearing on the Plans, Specifications and Form of Contract for the Carroll City Hall.



# City of Carroll

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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 

**DATE:** July 18, 2018

**SUBJECT:** Committee Reports

1. Library Board (meets 3<sup>rd</sup> or 4<sup>th</sup> Monday of month) – **July 16, 2018**
2. Board of Adjustment (meets 1<sup>st</sup> Monday of month) –
3. Planning and Zoning Commission (meets 2<sup>nd</sup> Wednesday of month) – **July 11, 2018**
4. Carroll Airport Commission (meets 2<sup>nd</sup> Monday of month) – **July 9, 2018**
5. Parks, Recreation & Cultural Advisory Board (meets 3<sup>rd</sup> Monday of January, March, May, July, September and November) – **July 16, 2018**
6. Carroll County Solid Waste Management Commission (meets 2<sup>nd</sup> Tuesday of month) – **July 9, 2018**
7. Historical Preservation Commission (no regular meeting dates) –
8. Safety Committee (no regular meeting dates) –
9. Civil Service Commission (as needed) –

## Library Board Minutes

July 16, 2018

The Carroll Board of Trustees met in the Mayor's Conference Room of City Hall. Trustees present were: Janet Auge, Jacob Fiscus, Summer Parrott, Paul Reicks, Sondra Rierson, Carol Shields (5:20), Ralph von Qualen and Director Rachel Van Erdewyk. Trustees absent were: Tom Louis and Kyle Ulveling. Also present were Mike Pogge-Weaver (City Manager), Glenn Babb (Friends of the Library), Doug Burns (Foundation), Marilyn Setzler (Foundation), and Mitch Hiscocks (Foundation).

Fiscus called the meeting to order at 5:15. It was moved by Rierson and seconded by Reicks to approve amending the agenda and moving old business up for discussion. All voted aye. Absent: Louis, Shields, and Ulveling.

Old Business: Discussion on Library/City Hall project and CAT Grant meeting. Shields arrived (5:20). Von Qualen left (5:55).

It was then moved by Rierson and seconded by Parrott to approve the minutes of the June meeting. All voted aye. Absent: Louis, Ulveling, and von Qualen. It was moved by Rierson and seconded by Auge to approve the bills. All voted aye. Absent: Louis, Ulveling, and von Qualen.

Director's Report: Summer Reading Program is underway. Children's Librarian Diane Tracy is busy with her regular programming along with extra programs for summer. Toddler story time, outreach, and read-aloud numbers totaled 428. Extra in-library story times totaled 127. Summer programming at the Rec Center included: Henry Doorly Zoo—788, Will Stuck—271, and Chad Elliott—317. The library hosted Dan Wardell, from IPTV, who filmed part of a film segment with some of the local children for his Kids Clubhouse program. Parents and children involved totaled 27. Adult and teen programming included Crafty library ladies, Tech help, Teen Advisory and Poetry. The library is hosting a Yu-Gi-Oh! Duel club initiated by Taylor Harrington. Total for the month on that program is 31. The library hosted programs with Iowa author Loretta Ellsworth and Carroll County Extension. Total program attendance was 2,116. Total resources utilized was 28,728. Monthly door count was 9,949.

New Business: Election of officers. It was moved by Parrott and seconded by Shields to approve the slate of officers to be Rierson—President, Auge—Vice President, and Shields—Secretary. All voted aye. Absent: Louis, Ulveling, and von Qualen. As the new President, Rierson took over of the meeting from Fiscus.

It was moved by Fiscus and seconded by Auge to adjourn. All voted aye. Absent: Louis, Ulveling, and von Qualen. Meeting adjourned at 6:15. Next regular meeting will be August 20, 2018.

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Sondra Rierson—President

Judy Behm—Recording Secretary

PLANNING AND ZONING COMMISSION

MINUTES OF JULY 11, 2018

The Carroll Planning and Zoning Commission met in regular session on January 10, 2018, 5:16 PM, in the Farner Government Building, Mayor's Office. Present: Ron Juergens, Jean Ludwig, Pat Macke, Dan Messerich and Pat Venteicher. One Commissioner Position vacant. Absent: John Horbach, Katie McQueen and Jayne Pietig. Also present: Mike Pogge-Weaver, David Bruner, City Attorney and Greg Schreck, Building/Fire Safety Official. Commissioner Venteicher presided.

\* \* \* \* \*

MOTION by Juergens, second by Macke, to approve the minutes of the June 13, 2018 as mailed. All present voted aye. Absent: Horbach, McQueen and Pietig. Motion carried.

\* \* \* \* \*

A request from Matthew Greteman, President of 704 Development Corp., to change the zoning from A-1, Agricultural District to P.U.D. – Planned Unit Development with the underlaying zoning of R-3, Low-Density Residential District for an area legally described as A PARCEL OF LAND IN THE SOUTHWEST QUARTER OF SECTION 25, TOWNSHIP 84 NORTH, RANGE 35 WEST OF THE 5TH P.M., CARROLL COUNTY, IOWA, WHICH EXTERIOR BOUNDARY IS MORE FULLY DESCRIBED AS FOLLOWS: REFERRING TO THE SOUTHWEST CORNER OF THE SOUTHWEST QUARTER OF SAID SECTION 25; THENCE N00°44'28"W (ASSUMED BEARING) ON THE WEST LINE OF SAID SOUTHWEST QUARTER, A DISTANCE OF 1315.06 FEET; THENCE S89°10'32"E, A DISTANCE OF 118.13 FEET TO THE EAST RIGHT OF WAY LINE OF U.S. HIGHWAY 71 AND THE NORTHWEST CORNER OF LOT 3, BLOCK 1 OF ROLLING HILLS SOUTH 3RD ADDITION, CARROLL, IOWA; THENCE S00°55'09"W ON SAID EAST RIGHT OF WAY LINE, SAID EAST RIGHT OF WAY LINE ALSO BEING THE WEST LINE OF LOTS 3, 4 AND 5 OF SAID ROLLING HILLS SOUTH 3RD ADDITION, A DISTANCE OF 359.13 FEET TO THE SOUTHWEST CORNER OF LOT 5 OF SAID ROLLING HILLS SOUTH 3RD ADDITION AND THE POINT OF BEGINNING; THENCE S00°56'00"E CONTINUING ON SAID EAST RIGHT OF WAY LINE, A DISTANCE OF 419.61 FEET; THENCE S04°13'30"W CONTINUING ON SAID EAST RIGHT OF WAY LINE, A DISTANCE OF 39.13 FEET TO THE NORTHWEST CORNER OF LOT 2, BLOCK 5 OF ROLLING HILLS SOUTH 3RD

ADDITION; THENCE S89°05'23"E ON THE NORTH LINE OF SAID LOT 2 AND THE NORTH RIGHT OF WAY LINE OF SUMMIT DRIVE, A DISTANCE OF 246.91 FEET TO THE SOUTHWEST CORNER OF LOT 6, BLOCK 2 OF ROLLING HILLS SOUTH 3RD ADDITION; THENCE N00°32'38"E ON THE WEST LINE OF LOTS 6, 5, 4, 3, 2 AND 1 OF ROLLING HILLS SOUTH 3RD ADDITION, A DISTANCE OF 460.10 FEET TO THE NORTHWEST CORNER OF SAID LOT 1; THENCE N89°27'22"W ON THE SOUTH LINE OF LOTS 8, 6 AND 5 OF ROLLING HILLS SOUTH 3RD ADDITION, A DISTANCE OF 255.21 FEET TO THE POINT OF BEGINNING. THE ABOVE DESCRIBED PARCEL CONTAINS 2.63 ACRES MORE OR LESS AND IS SUBJECT TO ANY EASEMENTS OF RECORD NOT SHOWN ON THE PLAT. All adjacent property owners were notified of the hearing by mail and proof of public notice of a hearing was presented. The public hearing was opened at 5:23 PM. No one spoke in favor of the request. No one appeared in opposition. The public hearing was closed at 5:24 P.M. MOTION by Juergens, second by Macke to recommend to the City Council approval of the zoning change request for the area described from A-1 Agricultural District to P.U.D., Planned Unit Development District with an underlay zoning of R-3, Low-Density Residential District. All present voted aye. Absent: Horbach, McQueen and Pietig. Motion carried.

\*\*\*\*\*

A preliminary plat for Rolling Hills South Condominiums Subdivision was submitted for review of the Commission. Matt Greteman was present to support the request. MOTION by Juergens, second by Ludwig to recommend to City Council approval of the preliminary plat without staff recommendation of adding storm water intakes in the intersection of Westridge Drive and Summit Drive. Aye: Juergens, Ludwig, Macke and Venteicher. Nay: Messerich. Motion failed. After continued discussion, MOTION by Juergens, second by Ludwig to recommend to City Council approval of the preliminary plat without staff recommendation of adding storm water intakes in the intersection of Westridge Drive and Summit Drive. All present voted aye. Absent: Horbach, McQueen and Pietig. Motion carried.

\*\*\*\*\*

A request from Martin J. Steffes, Vice-President of Roman J. Steffes & Sons Construction, Inc., to change the zoning from R-3, Low-Density Residential District to P.U.D., Planned Unit Development with an underlay zoning of R-5, High-Density Residential District for an area legally described as A parcel of land located in the southeast quarter of Section 19,

Township 84 North, Range 34 West of the Fifth P.M., Carroll County, Iowa being more particularly described as follows: Referring to the southeast corner of the southeast quarter of said section 19; thence N00°27'59"W, on the east line of said southeast quarter, 935.42 feet; thence S89°50'09"W on the north line of East Business Park Subdivision 552.83 feet to the point of beginning; thence N00°15'33"W, 339.98 feet to the south line of Northridge Fourth Subdivision, Phase Three; thence S89°50'21"W, on said south line, 694.67 feet to the east right of way line of Bella Vista Drive; thence S00°15'33"E, on said east line, 340.02 feet to the north line of East Business Park; thence N89°50'09"E, on said north line, 694.67 feet to the point of beginning, containing 5.42 acres, more or less. To be known as Carroll Park Apartments Subdivision, City of Carroll, Carroll County, Iowa. All adjacent property owners were notified of the hearing by mail and proof of public notice of a hearing was presented. The public hearing was opened at 5:50 PM. Marty Steffes was present to represent and support the request. No one appeared in opposition. The public hearing was closed at 5:50 P.M. MOTION by Juergens, second by Macke to recommend to the City Council approval of the zoning change request for the area described from R-3, Low-Density Residential District to P.U.D., Planned Unit Development with an underlay zoning of R-5, High-Density Residential District. All present voted aye. Absent: Horbach, McQueen and Pietig. Motion carried.

\* \* \* \* \*

A preliminary plat for Carroll Park Apartments Subdivision was submitted for review of the Commission. Marty Steffes was present to represent and support the request. MOTION by Macke, second by Messerich to recommend to City Council approval of the preliminary plat as presented. All present voted aye. Absent: Horbach, McQueen and Pietig. Motion carried.

\* \* \* \* \*

MOTION by Juergens, second by Macke, to adjourn at 5:54 PM. All present voted Aye. Absent: Horbach, McQueen and Pietig. Motion carried.

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Pat Venteicher, Vice-Chairperson

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Michel J. Pogge-Weaver, City Manager

## **CARROLL AIRPORT COMMISSION**

### **Regular Meeting**

The regular meeting of the Carroll Airport Commission was held on Monday, July 9, 2018, at the Arthur Neu Airport. Commission members in attendance were Norman Hutcheson, Greg Siemann, Gene Vincent and Kevin Wittrock. Dick Fulton was not present. Also attending were Mr. Pete Crawford, engineer, Don Mensen, airport manager and Carol Schoeppner, recording secretary.

### **MINUTES**

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

### **DANNER GRAIN LEG LITIGATION**

Comm. Siemann reported the case has been transferred to the court of appeals for disposition and will be submitted without oral argument on July 2, 2018. A decision from the Court should be expected within two or three months from now. Don Mensen, Comm. Siemann and Comm. Wittrock will meet with the Board of Supervisors next week. Comm. Siemann reported the City has spent \$42,330.65 on legal fees.

### **AIRPORT SIGN**

Mr. Crawford had photos of other airport signs for the Commission to look at. Material and size was discussed. A local company has been contacted and waiting to have drawings from them. Also waiting for the 50/50 State grant approval.

### **TOPICS DISCUSSED:**

The FAA Meeting in Kansas City is in August and Chairman Hutcheson said he would go. Don would not commit at this time because of his work schedule.

Don suggested a quicker respond to companies complying with the FAA 74/60 for a no hazard height restriction

July 9, 2018

Page 2

from the Commission.

Don will look into getting golf carts for the Flight Breakfast. Golf carts worked out very well last year transporting people from the parking and flight parking areas.

The old south hanger usage was discussed.

Comm. Vincent reported there was a seconded cutting of hay.

### **BILLS**

The following bills were presented to the Commission for approval:

Carroll Aviation	contract	\$ 6,600.00
Kitt Plumbing	furnace filter	150.00
Van Maanen Electric	runway lights repair	277.36
New Cooperative	farm chemicals	200.29
Wittrock Motor	June car rental	375.00
Raccoon Valley Elec	June electric	970.44
Bomgaars	weed control	143.94
Ecowater	cooler rent/water	114.96
Carroll Refuse	June garbage	57.00
Carroll Cleaning	cleaning supplies	19.50
Carol Schoeppner	secretary contract	350.00

A motion Comm. Vincent and seconded by Comm. Siemann was made to approve the bills as presented to the Carroll Airport Commission. Motion carried by Commissioners Hutcheson, Siemann, Vincent and Wittrock.

There be no further business, a motion by Comm. Wittrock and seconded by Comm. Siemann was made to adjourn at 6:39 P.M..

The next regular meeting of the Carroll Airport Commission will be August 13, 2018, at the Arthur Neu Airport.

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Chairman/Vice Chairman

ATTEST:

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**CARROLL AIRPORT COMMISSION**

**Regular Meeting**

Monday, August 13, 2018

5:30 P.M.

Arthur Neu Airport

**Agenda**

Approve minutes from previous meeting

Danner Grain Leg Litigation

Airport Sign

Entrance Drive Project

Flight Breakfast

New Business

Approve monthly bills



**PARKS, RECREATION AND CULTURAL BOARD MEETING MINUTES**  
**July 16, 2018 @ 5:15 P.M.**  
**Council Chamber - Farner Government Building**

The Parks, Recreation and Cultural Board met on this date at 5:15 p.m. at the Farner Government Building – Council Chambers. Members Present: Jeff Aden, Summer Boes, Matt Hodges, Brook Mikkelsen, Ryan Milligan, Clay Netusil and Lois Neu. Absent: None. Staff Present: Jack Wardell, Director of Parks and Recreation, Joel Cortum, Recreation Program Specialist.

\* \* \* \* \*

The meeting was called to order at 4:00 P.M.

\* \* \* \* \*

Wardell introduced Joel Cortum, new Recreation Program Specialist. No action required

\* \* \* \* \*

It was moved by Aden and seconded by Milligan to approve the July 16, 2018 agenda as presented. All present voted Aye.

\* \* \* \* \*

It was moved by Aden and seconded by Mikkelsen to approve the June 4, 2018 minutes. All present voted Aye.

\* \* \* \* \*

It was moved by Milligan and seconded by Boes to recommend to the City Council the Northeast Park Master Plan without opinion of costs being provided. All present voted Aye.

\* \* \* \* \*

Wardell discussed no bids were received for the Pickleball Complex project. No action required.

\* \* \* \* \*

Board members recalled recommending to the City Council the trail around the Youth Sports and Soccer complexes as the next phase of the trails project. No action taken.

\* \* \* \* \*

It was moved by Hodges and seconded by Boes to adjourn at 5:56 pm. All present voted Aye.

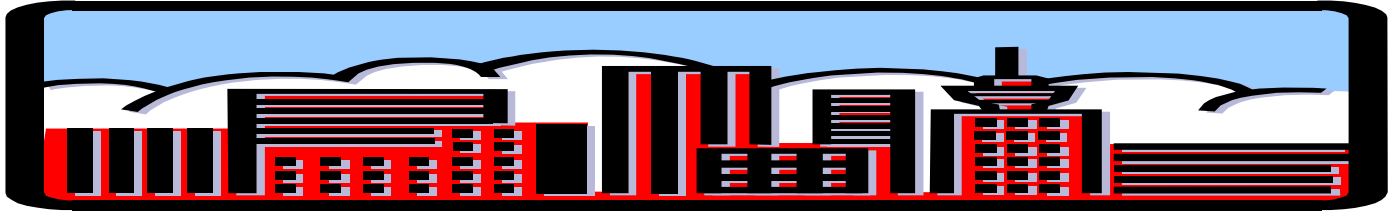
CARROLL COUNTY SOLID WASTE MANAGEMENT COMMISSION  
EXECUTIVE BOARD MEETING--UNOFFICIAL MINUTES

July 10, 2018

1. The meeting was called to order at 8:00 a.m. by Chairman Marty Danzer, in the boardroom of the Carroll County Recycling Center. Others in attendance were Harvey Dales, City of Manning; Dr. Eric Jensen, City of Carroll; and Mike Schwabe, City of Breda. Also attending were Mary Wittry, Director and Dan Halbur, Office Manager.
2. Agenda: Wittry added to "other" discussion of archery range. Dales made the motion and Dr. Jensen seconded to approve the agenda as presented, along with the addition. Motion carried, all voting aye.
3. Schwabe made the motion and Dr. Jensen seconded to approve the minutes of the Executive Board meeting on June 12, 2018. Motion carried, all voting aye.
4. Dales reviewed the Bills Payable--see attached. Wittry went over the following: Kolbeck--\$3636.00--tree/pallet grinding; Lovegreen Industrial Services--\$4417.63--baler repair; Metro Waste Authority--\$4787.68--hazardous waste program; Rotert Construction--\$83632.30--first pay application for maintenance building; Stone Printing--\$1553.00--table, chairs, and printing. Dales made the motion and Schwabe seconded to approve the bills as presented. Motion carried, all voting aye.
5. Halbur presented the financial report --see attached. Dales made the motion and Dr. Jensen seconded to approve the financial report as presented. Motion carried, all voting aye.
6. Discussion/decision new computer: Schwabe made the motion to accept Wittry's recommendation for a new computer and Dr. Jensen seconded. Motion carried, all voting aye.
7. Maintenance building update: Wittry informed the board of two change orders and water and electric will be hooked up after the dirt work is completed.
8. Environmental Management System (EMS) update: Wittry presented the results of the external audit, the electronic sign has been ordered, and the recycling trailer has been moved to Swan Lake.
9. Landfill update: Wittry reported on results of the aerial survey, current conditions, eastern area, and upcoming dates for cell construction.
10. Recycling update: Wittry reported on upcoming projects and Hannah Irlbeck has been hired as a summer intern and has been working for two weeks.
11. Other: Wittry informed the board that the Conservation Board has contacted the Commission regarding the archery range.
12. Schwabe made the motion and Dr. Jensen seconded to adjourn the meeting at 8:37 a.m. Motion carried, all voting aye.

Respectfully submitted by:

Daniel J Halbur



# **City Manager's Monthly Activity Report**

**Mike Pogge-Weaver, City Manager**

**June 2018**

**City of** *Carroll*

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

# Finance Department

**As reported by Laura Schaefer, City Clerk/Finance Director**

Routine Activities for the month:

- Dealt with water issues/collections
- Worked with Rec Center on Perfect Mind software questions
- Worked with office document purging
- Worked with various city department for payroll paperwork for the additional employees hired for season/summer positions
- Set up accounting software for new water excise tax
- Continued to promote wellness initiatives (Carroll County Wellness Coalition and City wellness program)
  - Wellness Coalition Meeting – June 21

Activities planned for next month and other comments:

- Continue to work on delinquent water accounts/water issues
- Draft financial policies
- Continue with office document purging
- Continue working with various city department for payroll paperwork for the additional employees hired for season/summer positions
- Work with Rec Center on Perfect Mind software questions
- End of fiscal year is June 30, 2018 – prepare financials/transfers
- Iowa Municipal Professionals Academy – July 25 – 27 (Ames)
- Road Use Tax Report Training – July 27 (Ames)
- Continue to promote wellness program with employees
  - Wellness Coalition Meeting – July 19
  - Kids Health & Safety Fair – August 11

Accomplishments of particular note:

- 304 utility bills and statements were emailed in June 2018

# Fire Department

## As reported by Greg Schreck, Fire Chief

Routine Activities for the month:

The Department responded to seven calls for service and held three training sessions in June.

Firefighters conducted a basic truck operation review. Individual firefighters were required to show competency in fire pump and water flow operations of the various trucks utilized by the Department. Firefighters were also required to located and explain the operation of the various tools in the truck compartments. Firefighters rotated between trucks and were evaluated by a Department officer as they completed their assigned task.

### Run Report for June:

Alarm Date	Alarm Location	Incident Type
06/04/2018	613 W Highway 30	Gasoline spill
06/05/2018	Highway 30 & Market St	Vehicle collision
06/06/2018	1100 Block of High Ridge	Lightning strike (transformer)
06/09/2018	1751 E Highway 30	False alarm
06/12/2018	526 E 18 <sup>th</sup> Street	False alarm
06/16/2018	632 E 2 <sup>nd</sup> Street	Assist police
06/17/2018	140 <sup>th</sup> & Highway 71	Vehicle collision

# Police Department

## **As reported by Brad Burke, Police Chief**

Routine Activities for the month:

Officer Alex Klever completed radar instructor recertification at the Iowa Law Enforcement Academy (ILEA) on the 11<sup>th</sup>. Officer Klever is the radar instructor for the department and trains and certifies new officers on the use of the radar equipment.

Sergeant JJ Schreck attended the Iowa Acts of Interest conference in Altoona on the 21<sup>st</sup>. This conference is put on by the Iowa County Attorney's Association and gives updates to the law changes which take effect on July 1.

On the 18<sup>th</sup>, all officers participated in the quarterly fitness assessment. This testing incentivizes physical fitness within the department. The testing is mandatory to participate but there is no requirement to pass the testing. A majority of the officers pass the testing which is set by the ILEA basic training academy.

# Offense Summary

## CARROLL POLICE DEPARTMENT OFFENSE SUMMARY

Offenses	Incidents		
	June 2018	June 2017	June 2016
Forcible Rape		1	
Forcible Fondling		1	1
Porno/Obscene Material			
Robbery			
Aggravated Assault	2	1	1
Domestic Violence			
Simple Assault	4	6	1
Domestic Abuse	2	2	
Burglary/B&E	5	9	5
Shoplifting	2	1	10
Theft from Vehicle	3	8	
Theft Vehicle Part			
Theft of Bike			1
Theft from Building	1	8	5
Other Larceny	2		1
Motor Vehicle Theft	3	2	1
Arson			
Counterfeit/Forgery	2	2	1
Credit/ATM Fraud	1	1	
Identify Theft			
Bad Checks		1	
Stolen Property		1	
Vandalism			
Vandalism: Business		3	2
Vandalism: Residence	3	4	
Vandalism: Vehicle	5	2	3
Vandalism: School			
Vandalism: Other	1		1
Weapon Law Violation			
Drug/Narc Violations	6	5	4
Drug Equipment Viol	2		
Drive Under Influence		5	5
OWI 2 <sup>nd</sup>			
OWI 3 <sup>rd</sup>			
Liquor Law Violation		1	1
Drunkenness	3		2
Disorderly Conduct	6	2	4
Harassment		1	
All Other Offenses	3	3	2
False Information			
Trespassing	8	3	1
Runaway			
Missing Person			1

Cruelty to Animal			
Found Person			
Found Animal			
Found Property	6	2	3
Firearms Accident			
Unattended Death	1	1	
Suicide			
Mental Case			
Animal Bite		1	2
Dispose of Animal			1
Warrant Outside	2	6	4
Restraining Order			
1050F Traffic Accident			
10-50 PI Personal Injury	2		3
10-50 PI MV Pedestrian			
10-50 PI Car & Bike			
10-50 PD Prop.	7	17	10
10-50 Car & Deer		1	
1050 PD: Hit and Run	1	2	5
1050 PD: City Vehicle			
1050 PD: Police Vehicle			
10-50 PD Under 1500	2	2	2
Assist Other Agency		1	2
Moving Violations			
Op After Revocation	3	1	
Operate After Suspen	5	10	5
Miscellaneous Public	3	6	
<b>Total</b>	<b>96</b>	<b>123</b>	<b>90</b>

**06/01/2018 thru 06/30/2018**

<b>Citations</b>	
Animal	0
Dark Windows	1
License Violation	15
Other	3
Violation (Parking)	9
Registration	3
Seatbelt	17
Tobacco	1
Traffic	55
Warning Notices	128
Loud Stereo	0
<b>TOTAL</b>	<b>232</b>

**06/01/2018 thru 06/30/2018**

Salvage Vehicle  
Inspections: 8



# Building Department

As reported by Perry Johnson, Building Official

## Permits - By Class - By Type - June 2018

Class	Permit Type	Date Issued	Valuation		Permit #	Fee
Agricultural						
	Building					
		NONE				\$0.00
Agricultural Building Valuation Total:			\$0.00	Agricultural Building Fee Total:		\$0.00
Agricultural Valuation Total:			\$0.00	Agricultural Fee Total:		\$0.00
Commercial						
	Building					
		06/01/2018	\$200,000.00		180144	\$691.00
		06/20/2018	\$0.00		180182	\$35.00
Commercial Building Valuation Total:			\$200,000.00	Commercial Building Fee Total:		\$726.00
	Electrical					
		06/12/2018			180163	\$60.96
		06/20/2018			180180	\$57.28
		06/28/2018			180188	\$31.52
				Commercial Electrical Fee Total:		\$149.76
	Mechanical					
		06/14/2018			180174	\$31.50
				Commercial Mechanical Fee Total:		\$31.50
	Plumbing					
		06/07/2018			180153	\$58.50
		06/14/2018			180175	\$83.00
				Commercial Plumbing Fee Total:		\$141.50
	Right of Way					
		06/28/2018			180187	\$25.00
				Commercial Right of Way Fee Total:		\$25.00
	Sign					
		06/01/2018			180145	\$15.00
		06/14/2018			180176	\$10.00
		06/14/2018			180177	\$15.00
		06/28/2018			180191	\$30.00
		06/28/2018			180193	\$15.00
				Commercial Sign Fee Total:		\$85.00
Commercial Valuation Total:			\$200,000.00	Commercial Fee Total:		\$1,158.76

<b>Residential</b>					
Building					
	06/01/2018	\$450,000.00		180141	\$1,358.00
	06/01/2018	\$8,000.00		180143	\$72.00
	06/07/2018	\$52,520.37		180156	\$293.89
	06/12/2018	\$265,000.00		180157	\$853.50
	06/14/2018	\$1,000.00		180165	\$22.00
	06/20/2018	\$334,560.00		180178	\$1,070.50
	06/20/2018	\$3,400.00		180179	\$40.75
	06/20/2018	\$3,000.00		180181	\$34.50
	06/28/2018	\$10,000.00		180189	\$78.25
<b>Residential Building Valuation Total:</b>		<b>\$1,127,480.37</b>	<b>Residential Building Fee Total:</b>		<b>\$3,823.39</b>
Electrical					
	06/07/2018			180147	\$87.00
	06/07/2018			180148	\$87.00
	06/07/2018			180149	\$100.00
	06/12/2018			180164	\$35.88
	06/14/2018			180166	\$62.00
	06/14/2018			180167	\$35.88
	06/14/2018			180168	\$111.25
	06/14/2018			180169	\$139.00
	06/14/2018			180170	\$88.25
	06/14/2018			180171	\$124.25
	06/14/2018			180172	\$111.25
	06/14/2018			180173	\$152.00
	06/20/2018			180183	\$125.13
				<b>Residential Electrical Fee Total:</b>	<b>\$1,258.89</b>
Mechanical					
	06/07/2018			180151	\$67.89
	06/07/2018			180155	\$34.76
	06/12/2018			180160	\$58.01
	06/12/2018			180161	\$58.01
	06/20/2018			180184	\$62.76
				<b>Residential Mechanical Fee Total:</b>	<b>\$281.43</b>
Plumbing					
	06/07/2018			180152	\$117.50
	06/12/2018			180159	\$68.50
	06/12/2018			180162	\$87.00
	06/20/2018			180185	\$89.50
				<b>Residential Plumbing Fee Total:</b>	<b>\$362.50</b>
Right of Way					
	06/01/2018			180142	\$25.00
	06/07/2018			180146	\$25.00
	06/07/2018			180150	\$25.00
	06/07/2018			180154	\$25.00
	06/12/2018			180158	\$25.00
	06/20/2018			180186	\$25.00
	06/28/2018			180190	\$25.00
	06/28/2018			180192	\$25.00
				<b>Residential Right of Way Fee Total:</b>	<b>\$200.00</b>
Sign					
	NONE				\$0.00
				<b>Residential Sign Fee Total:</b>	<b>\$0.00</b>
<b>Residential Valuation Total:</b>		<b>\$1,127,480.37</b>	<b>Residential Fee Total:</b>		<b>\$5,926.21</b>
<b>Valuation Grand Total:</b>		<b>\$1,327,480.37</b>	<b>Fee Grand Total:</b>		<b>\$7,084.97</b>

Permits - YTD - through June 2018				
Class	Permit Type	Valuation		Fee
<i>Agricultural</i>				
	Building	\$113,800.00		\$0.00
	<b>Agricultural Valuation Total:</b>	<b>\$113,800.00</b>	<b>Agricultural Fee Total:</b>	<b>\$0.00</b>
<i>Commercial</i>				
	Building	\$1,056,600.00		\$4,018.00
	Electrical			\$1,377.51
	Mechanical			\$188.35
	Plumbing			\$841.50
	Right of Way			\$620.50
	Sign			\$240.00
	<b>Commercial Valuation Total:</b>	<b>\$1,056,600.00</b>	<b>Commercial Fee Total:</b>	<b>\$7,285.86</b>
<i>Residential</i>				
	Building	\$6,109,301.37		\$19,888.27
	Electrical			\$2,426.63
	Mechanical			\$903.41
	Plumbing			\$1,065.50
	Right of Way			\$2,195.00
	Sign			
	<b>Residential Valuation Total:</b>	<b>\$6,109,301.37</b>	<b>Residential Fee Total:</b>	<b>\$26,478.81</b>
<b>Valuation Grand Total:    \$7,279,701.37    Fee Grand Total:    \$33,764.67</b>				

# Public Works

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

Routine Activities for the month:

**Division:** Streets; Tom Weber, Street Superintendent

- Excavated four graves for Cemetery.
- Placed 129 cubic yards of concrete for street repairs and ROW permits.
- Swept streets.
- Maintained signs and signals.
- Painted traffic control markings.
- Jet/Vac and CCTV several storm sewers.
- Bladed gravel roads.
- Bladed alleys.
- Maintained Central Business District lights.
- Division Safety Meeting: "High Visibility Clothing Rules", June 28, 2018.

**Division:** Sean Kleespies, Wastewater Superintendent

- Wastewater treatment:
  - Monthly Total: 80.004 million gallons
  - Daily Average: 2.667 million gallons
  - Daily Maximum: 6.336 million gallons
- Performed laboratory analysis.
- Completed DNR Monthly Operating Report.
- Daily plant sampling and operations.
- Division Safety Meeting: "Slips, Trips and Falls", June 6, 2018.

Special Activities/Accomplishments of particular note:

**Division:** Streets; Tom Weber, Street Superintendent

- Assisted Wastewater Division with a sanitary sewer repair on Main Street on June 19.
- Assisted Water Division with a water leak repair on June 27.
- Placed sidewalk at Cemetery Building.

**Division:** Sean Kleespies, Wastewater Superintendent

- Repaired sanitary sewer on Main Street at Pike Avenue.
- Emergency response due to contractor on US 30 – Grant Road project damaging sanitary sewer.
- Plant personnel working extra hours due to heavy rains.
- Assisted Street Division with storm sewers.
- Used the CCTV to inspect storm sewers for the Street Division.
- Routine maintenance on sanitary sewer system by Jet/Vac.
- Repaired the photo sensor on the fine screen.

Activities planned for next month and other comments:

**Division:** Streets; Tom Weber, Street Superintendent

- Paint traffic control markings.
- Maintain signs and signals.
- Blade gravel roads and alleys.
- Street repairs and ROW permits.
- Spray mosquitoes, as needed.

**Division:** Sean Kleespies, Wastewater Superintendent

- Laboratory Analysis.
- DNR Monthly Operating Report.
- Perform preventative maintenance on equipment.
- Start Jet/Vac sanitary sewers.

## CAPITAL PROJECT STATUS SUMMARY – 07-13-18

PROJECT				ANTICIPATED		CONTRACT DATA						
Project Name	Action Plan	CIP	Budget	Estimated Cost	Projected Completion	Contractor	Contract Cost	Start Date	Expenditure	% Complete	Completion Date	Notes
Trails	2015 On-going	FY 17	FY16									
Sidewalk Transition Plan	2018	FY18		\$57,414	2018	FEH Design	\$5,680.00		\$5,680.00		09-14-18	
						Badding Constr. Co.	\$54,500.00				10-14-18	
Streambed Stabilization		FY 17	FY16	\$385,000	2018							
Street Resurfacing 2013	2015 On-going		FY16			JEO Consulting Group, Inc.	\$60,800.00 +	09-24-12	\$143,848.36		11-15-13	Plus Hourly Construction Services
						Godbersen-Smith Construction Co.	\$555,808.75		\$563,827.37	95%	11-15-13	
Street Maintenance Building	2016 On-going	FY 16	FY14	\$4,308,500	2019	FEH Design	\$22,500.00	01-25-16	\$22,500.00		05-01-16	Space Needs/ Prelim. Design
US 30 – Grant Road Intersection	2016 On-going	FY 14	FY14	\$1,466,150	2017	Snyder & Associates, Inc.	\$4,900.00	07-22-13	\$4,900.00	100%	08-15-13	TSIP Application
						Snyder & Associates, Inc.	\$199,600.00	04-14-14	\$282,998.73			Design
						Dixon Const. Co.	\$1,449,835.78	04-02-18	\$563,130.44		115 Working Days	
Third Street HMA Resurfacing	2016 On-going	FY 17	FY17	\$1,036,000	2018	JEO Consulting Group, Inc.	\$71,193.00 \$80,078.00	09-26-16	\$141,793.45			Design Construction Services
						Tri-State Paving	\$788,870.73	Late Start Date 08-14-17	\$772,208.02	95%	40 Working Days	

PROJECT				ANTICIPATED		CONTACT DATA						
Project Name	Action Plan	CIP	Budget	Estimated Cost	Projected Completion	Contractor	Contract Cost	Start Date	Expenditure	% Complete	Completion Date	Notes
Well and Transmission Main	2014	FY 16	FY16			JEO Consulting Group, Inc.	\$324,000.00	07-28-14	\$327,680.61			
Transmission Main – Group A	2014	FY 16	FY16			Drake Construction, L.C.	\$790,134.07	03-23-14	\$751,752.95	95%		Contract Completion 11-30-15
Watermain Replacement		FY 16	FY16	\$500,000	2018							
Leachate Forcemain & Gravity Sewer						King Construction	\$661,257.50 Total \$335,962.50 City	07-18-16	CCSWMC \$325,605.01		08-31-16	CCSWMC Contract
Water System Hydraulic Model						JEO Consulting Group, Inc.	\$49,600.00	08-14-17	\$48,400.00		12-29-17	
Downtown Streetscape Phase 9	2016 On-going	FY18	FY18	\$985,500	2018	Confluence	\$85,500.00	10-23-17	\$87,789.05		05-18	
Street Resurfacing 2018	2017 On-going	FY18	FY18	\$700,000	2018	Confluence	\$85,500.00	10-23-17	\$87,789.05		05-18	
						Badding Constr. Co.	\$1,707,342.05	05-29-18	\$98,235.91		11-16-18	
Wastewater Treatment Plant Disinfection Improvements	2017	FY18	FY18	\$1,000,000	2020	Veenstra & Kimm, Inc.	\$73,500					
Wastewater Treatment Plant Sludge Handling			FY19	\$330,000		Veenstra & Kimm, Inc.	\$18,800					

# Parks and Recreation

**As reported by Jack Wardell, Parks and Recreation Director**

Routine Activities for the month:

**Parks:** Scott Parcher, Parks Superintendent

- Clean all park areas
- Clean all restrooms and shelters
- Mow all park areas and open spaces
- Trim all park areas and along sidewalks and curbs
- Trim shrubs and trees downtown
- Water flowers
- Spray thistles
- Spray around trees and along fences

**Golf:** Scott Haakenson, Golf Superintendent

- Mowed tees 13 times
- Mowed fairways 13 times
- Mowed collars 13 times
- Mowed greens 27 times
- Mowed rough as needed
- Sprayed greens, tees, and surrounds as needed
- Cut cups 11 times
- Rolled greens 2 times
- Weed ate as needed
- Cleaned bathrooms as needed
- Empty trash and fill ball washers everyday

**Cemetery:** John Snyder, Cemetery Sexton

- Took care of 13 interments eight of which were cremation burials, five full burials. Five of these were private cremation or baby burials so we collected all monies due to the city for opening and closing costs at the time of service. One full burial and three cremation burials were done on Saturdays.
- Performed one disinterment in baby land.
- Met with numerous families for grave sales and with help locating existing grave locations.
- Mowed whenever the weather allowed us to.
- Trimmed around monuments, trees, buildings, etc. as weather allowed.
- Finished planting flowers where needed.
- Planted, mulched, and staked 10 new trees on south end of cemetery for use at a later date.
- Prepared billing invoices for city hall to bill local funeral homes for monthly burials.
- Serviced equipment as and when needed.
- Backfilled graves that have settled due to the excessive rain that we have endured.
- Did all record keeping and office work for the cemetery.



- Refilled dirt bunker 2 times after using all of the dry black dirt for backfilling sunken graves.
- Emptied all garbage cans daily.
- Removed, repaired and replaced one section of wrought iron fence.
- Cleaned up fallen tree branches after wind knocked them down on two different occasions.

**Building Maintenance:** Andy Snyder, Building Maintenance Specialist

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

Special Activities/Accomplishments of particular note:

**Parks:** Scott Parcher, Parks Superintendent

- Maintain all ballfields – groom, water, chalk
- Topdress infields with new diamond material
- New playground mulch at Rolling Hills
- Edge all infields and warning tracks

**Golf:** Scott Haakenson, Golf Superintendent

- Cleaned ceiling panels in front 9 bathroom
- Strung rope to keep people out of wet areas after 5” of rain
- Front 9 closed 1 day back 9 closed 2 days because of rain.

**Cemetery:** John Snyder, Cemetery Sexton

- Cleaned up all junk around the old stone bathrooms.

**Building Maintenance:** Andy Snyder, Building Maintenance Specialist

- Fixed bathrooms at city buildings
- Worked on vacuums at City Hall and Rec Center
- Fixed exercise equipment
- Sinks and drains at Rec Center and City Hall
- Downtown lights
- Working on specs, bids, quotes
- Locker locks at Rec Center

- Budget items
- Theater rentals
- Floor drains at Rec Center
- Finishing budget items
- Storm sirens testing
- Next year's budget items
- Night cleaning shift
- Aquatic Center
- Little League lights
- Street lights to LED
- Golf Course garage doors
- A/C repair at city buildings
- Lift station at Aquatic Center
- Baseball score board clock

Activities planned for next month and other comments:

**Parks:** Scott Parcher, Parks Superintendent

- Spot spray weeds in all areas
- Maintain all ballfields
- Remove trees as needed

**Golf:** Scott Haakenson, Golf Superintendent

- Get course ready for men's club tourney and for the men's city tourney

**Cemetery:** John Snyder, Cemetery Sexton

- Trim trees of dead wood, hopefully have the time to remove one or two of the weaker Ash Trees in Block 11. Continue with the regular mowing and trimming schedule.

**Building Maintenance:** Andy Snyder, Building Maintenance Specialist

- LED lighting

**Safety Topic:**

- Pool Safety





## Director's Report June 2018

**As reported by Rachel Van Erdewyk, Library Director**

Tech Help Friday	38	Total Print Circulation:	17,293
Children's Library Programs	257	BRIDGES Circulation:	857
Children's Program Outreach	56	Consumer Reports:	394
Summer Storytimes	127	Public Computer Use:	598
Diane's Read Aloud	115	Wi-Fi Use:	277
Omaha Zoo	788	Website Visits	3,533
Will Stuck	271	Gale Databases:	8
Chad Elliott	317	Global Road Warrior Page Views:	29
Dan Wardell—Read a Good Book	27	Learning Express Resources:	0
Crafty Library Ladies	49	Freegal Music Downloads:	238
Poetry Group	10	Transparent Language:	9
iRelax Teen Program	14	Chilton Auto Manual	4
Teen Advisory Group	3	ABC Mouse Sessions:	396
Yu-Gi-Oh Club	31	Zinio Digital Magazine Circulation:	14
100 Years of Carroll County Extensions	7	Daily Times Herald Page Views:	5,078
Author Lorretta Ellsworth	6		
<b>Total Program Attendance</b>	<b>2,116</b>		
<b>Monthly Door Count</b>	<b>9,949</b>	<b>Total Resources Utilized</b>	<b>28,728</b>

### Special activities/accomplishments of particular note:

- 1) **Children's Programs:** Children's programming continued this month with the regular monthly schedule of Rookie Readers, Diane's Read-Aloud, Pet Readers, Summer Storytimes, and outreach events. We had a great turnout of 588 participants for our first three summer reading shows, Omaha Zoo, Will Stuck and Chad Elliott. The kids really enjoyed seeing a variety of different animals, interacting with Will and singing with Chad. The library also hosted Dan Wardell to film a segment for his IPTV Kids Clubhouse television program. A select number of kids had a terrific time participating in the activities with Dan.

**2) Adult & Teen Programs:** Adult and Teen programs continued this month with the regular monthly schedule of Tech Help Fridays, Crafty Library Ladies, Teen Advisory Group (TAG), and the Poetry Group. Kelsey Hall, the teen librarian, hosted a program for teens to make relaxing crafts, such as sensory bottles, stress balls, and slime. Also in the beginning of June the library started to host a Yu-Gi-Oh duel club. Taylor Harrington, an avid Yu-Gi-Oh gamer, approached the library about being a location to host duels and bring other Yu-Gi-Oh gamers together to duel. This club meets every Saturday until the end of summer. For adult programming, the Carroll County Extension and 4-H came and spoke about celebrating 100 years of providing local access to education and research for Carroll County. The library also hosted Loretta Ellsworth, an Iowa author, to discuss her books and her most recent novel, *Stars Over Clear Lake* with patrons.

**3) Upcoming Events:**

We have our Summer Reading events posted on Facebook, so check them out! View upcoming events on the library's Google calendar at [www.carroll-library.org](http://www.carroll-library.org) by clicking on the Calendar of Events link on the home page.

- Macaroni Soup—Summer Reading Performer: Tuesday, July 17
- 20<sup>th</sup> Century Pop Concert: Thursday, August 2