

City of Carroll

627 N Adams St

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

GOVERNMENTAL BODY: Carroll City Council

DATE OF MEETING: August 24, 2020

TIME OF MEETING: 5:15 P.M.

LOCATION OF MEETING: City Hall Council Chambers

www.cityofcarroll.com

NOTICE

In support of Iowa Governor Kim Reynolds' proclamation declaring a State of Public Health Disaster Emergency in Iowa, the current COVID-19 situation makes it "impossible and impractical" to meet in one location. Due to this the Carroll City Hall will remain closed to the public for the August 24, 2020 City Council meeting. However, the meeting will be made available telephonically. The public will be able to hear and participate in the Council meeting by calling:

United States: 1 (312) 757-3129

United States (Toll Free): 1 (877) 568-4106

Then when prompted, enter the following Access Code: 636 298 469 #

Individuals may start calling in at 5:00 PM for the meeting.

Individuals may also join the meeting from your computer, tablet or smartphone by using the following link:

<https://global.gotomeeting.com/join/636298469>

While the phones will be muted through most of the meeting, the phones will be unmuted at various points to receive feedback from the community, similar to a regular City Council meeting.

The public can watch the meeting live from the City's YouTube channel by going to: <https://tinyurl.com/t64juzk> To ensure you can access the meeting when we go live we suggest that you subscribe to the City's YouTube channel. The YouTube meeting is a view only option and you will not be able to participate in the meeting via YouTube.

We thank you for your understanding of this change during the current situation.

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AGENDA

- I. Pledge of Allegiance
- II. Introduction of and Oath of Office for new police officer – Walter Pacheco
- III. Roll Call
- IV. Consent Agenda
 - A. Approval of Minutes of the August 10 Meeting
 - B. Approval of Bills and Claims
 - C. Licenses and Permits:
 - 1. Renewal of Special Class “C” Liquor License (Beer/Wine) with Sunday Sales – *Hunan Chinese Restaurant*
 - D. Appointment to Committees, Commissions and Boards
 - 1. Parks, Recreation and Cultural Advisory Board – Dr. Casey Berlau
- V. Oral Requests and Communications from the Audience
- VI. Ordinances
 - None
- VII. Resolutions
 - A. Street Maintenance Facility
 - 1. Public Hearing on Plans, Specifications, Form of Contract and Estimated Cost
 - 2. Consideration of Adoption of Plans, Specifications, Form of Contract and Estimated Cost
 - B. Downtown Streetscape Phase 10
 - 1. Public Hearing on Plans, Specifications, Form of Contract and Estimated Cost
 - 2. Resolution Adopting, Plans, Specifications, Form of Contract and Estimated Cost
 - C. Iowa COVID-19 Local Government Relief Fund Resolution
- VIII. Reports
 - None
- IX. Committee Reports
- X. Monthly Activity Reports
- XI. Comments from the Mayor
- XII. Comments from the City Council

XIII. Comments from the City Manager

XIV. Adjourn

September/October Meetings:

Board of Adjustment – Tuesday, September 8, 2020 – City Hall – 627 N Adams Street

Parks, Recreation and Cultural Advisory Board – Tuesday, September 8, 2020 – Carroll Recreation Center - 716 N Grant Road

Planning and Zoning Commission – September 9, 2020 – City Hall - 627 N Adams Street

City Council – September 14, 2020 – City Hall – 627 N Adams Street

Airport Commission – September 14, 2020 – 21177 Quail Avenue

Library Board of Trustees – September 21, 2020 – Carroll Public Library – 118 E 5th Street

City Council – September 28, 2020 – City Hall – 627 N Adams Street

Board of Adjustment – October 5, 2020 – City Hall – 627 N Adams Street

City Council – October 12, 2020 – City Hall – 627 N Adams Street

Airport Commission – October 12, 2020 – 21177 Quail Avenue

Planning and Zoning Commission – October 14, 2020 – City Hall - 627 N Adams Street

Library Board of Trustees – October 19, 2020 – Carroll Public Library – 118 E 5th Street

City Council – October 26, 2020 – City Hall – 627 N Adams Street

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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

AUGUST 10, 2020

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

In support of Iowa Governor Kim Reynolds' proclamation declaring a State of Public Health Disaster Emergency in Iowa, the current COVID-19 situation made it "impossible and impractical" to meet in one location. Due to this the Carroll City Hall was closed to the public for the August 10, 2020 City Council meeting. However, the meeting was held telephonically. The public was able to hear and participate in the Council meeting by calling into a publicly posted toll-free phone number.

The Carroll City Council met in regular session on this date at 5:15 p.m. in the Council Chambers, City Hall, 627 N Adams Street. Members present: Misty Boes, LaVern Dirx, Jerry Fleshner, Clay Haley, Mike Kots and Carolyn Siemann. Absent: None. Mayor Eric Jensen presided and City Attorney Dave Bruner was in attendance via telephone.

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

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It was moved by Haley, seconded by Kots, to approve the following items on the consent agenda: a) minutes of the July 27, 2020 Council meeting, as written; b) bills and claims in the amount of \$640,830.42; and c) the following licenses and permits: Renewal of Class "C" Liquor License – *American Legion Post #7* and Renewal of Class "C" Liquor License with Outdoor Service and Sunday Sales – *Jalisco's*. On roll call, all present voted aye. Absent: None. Motion carried.

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There were no oral requests or communications from the audience.

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It was moved by Kots, seconded by Siemann, to approve the second reading and waive the third reading of the ordinance the adds "No Parking" on East Street near Kuemper Catholic Schools. On roll call, all present voted aye. Absent: None. Motion carried.

It was moved by Haley, seconded by Fleshner, to adopt said Ordinance No. 2010. On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Haley, seconded by Kots, to approve Resolution No. 20-61 (with the revisions to page 3 and 13), Policy 0715 – Small Wireless Facility Antenna/Tower Right-Of-Way Siting. On roll call, all present voted aye. Absent: None. Motion carried.

It was moved by Kots, seconded by Haley, to approve Resolution No. 20-62, Suspending Policy 0716 – Small Wireless Facility Design Guidelines. On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Fleshner, seconded by Siemann, to accept the Report of Bid Opening and approve Resolution No. 20-63, Making Award of Construction Contract to Pillar, Inc. at their bid amount of \$159,784.00 for the Graham Park Pickleball Court Complex – 2020 Project. On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Kots, seconded by Haley, to approve Resolution No. 20-64, Utility Construction Observation Agreement with RailPros Field Services, Inc. for the Water Distribution Main Replacements – 2020 Project. On roll call, all present voted aye. Absent: None. Motion carried.

It was moved by Haley, seconded by Fleshner, to approve Resolution No. 20-65, Services Agreement with Contractor In Charge Services Quote with RailPros Field Services, Inc. for the Water Distribution Main Replacements – 2020 Project. On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Fleshner, seconded by Haley, to accept the Certificate of Substantial Completion and waive the four days liquidated damages for the Water Storage Tower Rehabilitation – 2019 Project. On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Fleshner, seconded by Haley, to adjourn at 5:41 p.m. On roll call, all present voted aye. Absent: None. Motion carried.

Eric P. Jensen, Mayor

ATTEST:

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

PAID ITEMS DATES :	8/07/2020 THRU 8/20/2020	8/07/2020 THRU 8/20/2020	8/07/2020 THRU 8/20/2020
PARTIALLY ITEMS DATES:	8/07/2020 THRU 8/20/2020	8/07/2020 THRU 8/20/2020	8/07/2020 THRU 8/20/2020
UNPAID ITEMS DATES :		8/07/2020 THRU 8/20/2020	8/07/2020 THRU 8/20/2020

VENDOR	---- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----BALANCE----
01-001704	ACCO	POOL CHEMICALS	740.90	0.00	000000	0/00/00	740.90
		** TOTALS **	740.90	0.00			740.90
01-012650	ALLIANT ENERGY-IES UTILIT	GAS BILLS	2,246.31	2,246.31-	118768	8/12/20	0.00
		** TOTALS **	2,246.31	2,246.31-			0.00
01-002080	AMAZON/SYNCHRONY BANK	BOOKS AND VIDEOS	196.51	196.51-	118778	8/20/20	0.00
		** TOTALS **	196.51	196.51-			0.00
01-003703	ANN RIAT	MEMBERSHIP REFUND SWIM TEAM	69.00	69.00-	118790	8/20/20	0.00
		** TOTALS **	69.00	69.00-			0.00
01-002370	ARNOLD MOTOR SUPPLY	SUPPLIES	18.39	0.00	000000	0/00/00	18.39
		** TOTALS **	18.39	0.00			18.39
01-002818	BAKER AND TAYLOR INC.	BOOKS	279.46	279.46-	118781	8/20/20	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	843.02	843.02-	118781	8/20/20	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	283.55	283.55-	118781	8/20/20	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	352.70	352.70-	118781	8/20/20	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	4.00	4.00-	118781	8/20/20	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	5.00	5.00-	118781	8/20/20	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	5.25	5.25-	118781	8/20/20	0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	19.50	19.50-	118781	8/20/20	0.00
		** TOTALS **	1,792.48	1,792.48-			0.00
01-002826	BARCO MUNICIPAL PRODUCTS	SIGNS	410.80	0.00	000000	0/00/00	410.80
01-002826	BARCO MUNICIPAL PRODUCTS	SIGNS	647.50	0.00	000000	0/00/00	647.50
		** TOTALS **	1,058.30	0.00			1,058.30
01-000528	BLUEGLOBES LLC	RUNWAY LIGHTS REPAIR	1,468.88	1,468.88-	118757	8/12/20	0.00
		** TOTALS **	1,468.88	1,468.88-			0.00
01-003515	BOMGAARS	SUPPLIES RETURNED	2.50-	0.00	000000	0/00/00	2.50-
01-003515	BOMGAARS	FERTILIZER AND GREASE	63.88	0.00	000000	0/00/00	63.88
01-003515	BOMGAARS	SUPPLIES	48.47	0.00	000000	0/00/00	48.47
01-003515	BOMGAARS	SUPPLIES	32.98	32.98-	118786	8/20/20	0.00
01-003515	BOMGAARS	PAINT SUPPLIES & DRIVE FAN	181.31	0.00	000000	0/00/00	181.31
01-003515	BOMGAARS	SUPPLIES	8.98	0.00	000000	0/00/00	8.98
01-003515	BOMGAARS	SCRAPER AND PAINT	42.97	0.00	000000	0/00/00	42.97
01-003515	BOMGAARS	SUPPLIES AND REPAIRS	120.48	120.48-	118763	8/12/20	0.00
01-003515	BOMGAARS	SUPPLIES	6.99	0.00	000000	0/00/00	6.99
01-003515	BOMGAARS	SUPPLIES	7.98	0.00	000000	0/00/00	7.98
01-003515	BOMGAARS	SUPPLIES	21.27	0.00	000000	0/00/00	21.27
01-003515	BOMGAARS	SPRAY PAINT	11.58	0.00	000000	0/00/00	11.58

08-20-2020 01:38 PM
 VENDOR SET: 01 City of Carroll
 REPORTING: PAID, UNPAID, PARTIAL

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

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	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	8/07/2020 THRU 8/20/2020	8/07/2020 THRU 8/20/2020	8/07/2020 THRU 8/20/2020
PARTIALLY ITEMS DATES:	8/07/2020 THRU 8/20/2020	8/07/2020 THRU 8/20/2020	8/07/2020 THRU 8/20/2020
UNPAID ITEMS DATES :		8/07/2020 THRU 8/20/2020	8/07/2020 THRU 8/20/2020

VENDOR	---- VENDOR NAME ----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----BALANCE----
01-003515	BOMGAARS	SPRINKLER AND HOSES	169.97	0.00	000000	0/00/00	169.97
		** TOTALS **	714.36	153.46-			560.90
01-003670	BRIGGS INC OF OMAHA	KITCHEN FAUCET	114.54	0.00	000000	0/00/00	114.54
		** TOTALS **	114.54	0.00			114.54
01-003693	BRUNER & BRUNER	GENERAL WORK	378.00	0.00	000000	0/00/00	378.00
01-003693	BRUNER & BRUNER	BOARD OF ADJUSTMENT	162.00	0.00	000000	0/00/00	162.00
01-003693	BRUNER & BRUNER	ZONING/SUBDIVISON/BUILDING	162.00	0.00	000000	0/00/00	162.00
01-003693	BRUNER & BRUNER	7TH STREET PROPERTY	748.50	0.00	000000	0/00/00	748.50
01-003693	BRUNER & BRUNER	PUBLIC WORKS/ENGINEER	283.50	0.00	000000	0/00/00	283.50
		** TOTALS **	1,734.00	0.00			1,734.00
01-004138	CAPITAL SANITARY SUPPLY	SUPPLIES	22.25	22.25-	118792	8/20/20	0.00
01-004138	CAPITAL SANITARY SUPPLY	SUPPLIES	40.00	40.00-	118792	8/20/20	0.00
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	41.95	41.95-	118792	8/20/20	0.00
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	174.25	0.00	000000	0/00/00	174.25
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	27.50	0.00	000000	0/00/00	27.50
01-004138	CAPITAL SANITARY SUPPLY	SUPPLIES	9.82	0.00	000000	0/00/00	9.82
01-004138	CAPITAL SANITARY SUPPLY	TRASH BAGS	41.04	0.00	000000	0/00/00	41.04
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	54.00	0.00	000000	0/00/00	54.00
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	108.00	0.00	000000	0/00/00	108.00
01-004138	CAPITAL SANITARY SUPPLY	SUPPLIES	55.00	0.00	000000	0/00/00	55.00
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	136.00	0.00	000000	0/00/00	136.00
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	247.00	0.00	000000	0/00/00	247.00
		** TOTALS **	956.81	104.20-			852.61
01-025028	CAROL SCHOEPPNER	SECRETARY CONTRACT	350.00	350.00-	118771	8/12/20	0.00
		** TOTALS **	350.00	350.00-			0.00
01-004132	CARROLL AVIATION INC.	CONTRACT	6,800.00	6,800.00-	118765	8/12/20	0.00
		** TOTALS **	6,800.00	6,800.00-			0.00
01-004146	CARROLL CONTROL SYSTEMS	ROOFTOP UNIT REPAIRS	400.00	0.00	000000	0/00/00	400.00
01-004146	CARROLL CONTROL SYSTEMS	ROOFTOP UNIT REPLACED	3,164.00	0.00	000000	0/00/00	3,164.00
		** TOTALS **	3,564.00	0.00			3,564.00
01-004195	CARROLL GLASS CO.	SIGN REPAIRS	65.00	0.00	000000	0/00/00	65.00
		** TOTALS **	65.00	0.00			65.00
01-004200	CARROLL LUMBER	CLOSET SHELIVING	10.08	10.08-	118793	8/20/20	0.00
01-004200	CARROLL LUMBER	SNEEZE GUARD SUPPLIES	123.75	123.75-	118793	8/20/20	0.00
01-004200	CARROLL LUMBER	CEMENT AND SUPPLIES	47.08	0.00	000000	0/00/00	47.08
01-004200	CARROLL LUMBER	STAKES	192.00	0.00	000000	0/00/00	192.00

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PARTIALLY ITEMS DATES:	8/07/2020 THRU 8/20/2020	8/07/2020 THRU	8/20/2020	8/07/2020 THRU	8/20/2020
UNPAID ITEMS DATES :		8/07/2020 THRU	8/20/2020	8/07/2020 THRU	8/20/2020

VENDOR	----- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----BALANCE----
			** TOTALS **	372.91	133.83-		239.08
01-002977	CARROLL REFUSE SERVICE	JULY GARBAGE	72.00	72.00-	118760	8/12/20	0.00
			** TOTALS **	72.00	72.00-		0.00
01-004237	CARROLL VETERINARY CLINIC	DOG CARE CONTRACT	650.00	0.00	000000	0/00/00	650.00
			** TOTALS **	650.00	0.00		650.00
01-003632	CCI TECHNOLOGIES LLC	SWITCH	85.00	0.00	000000	0/00/00	85.00
01-003632	CCI TECHNOLOGIES LLC	IT MAINTENANCE	315.00	315.00-	118787	8/20/20	0.00
01-003632	CCI TECHNOLOGIES LLC	IT MAINTENANCE	105.00	105.00-	118787	8/20/20	0.00
			** TOTALS **	505.00	420.00-		85.00
01-003058	CENTRAL IOWA READY MIX	CONCRETE SAN SALVADOR/OLIVE	640.00	0.00	000000	0/00/00	640.00
			** TOTALS **	640.00	0.00		640.00
01-002998	CENTURYLINK	BACKUP PHONE LINE	152.49	152.49-	118783	8/20/20	0.00
01-002998	CENTURYLINK	BACKUP PHONE LINE	61.15	61.15-	118784	8/20/20	0.00
			** TOTALS **	213.64	213.64-		0.00
01-003704	CHRISTIE TIGGES	SHELTERHOUSE REFUND	25.00	25.00-	118791	8/20/20	0.00
			** TOTALS **	25.00	25.00-		0.00
01-003633	CLEANING SOLUTIONS INC	JULY LIBRARY CLEANING	3,120.00	3,120.00-	118788	8/20/20	0.00
			** TOTALS **	3,120.00	3,120.00-		0.00
01-004835	COMMERCIAL SAVINGS BANK	AUGUST ACH PROCESSING FEE	123.06	123.06-	000000	8/17/20	0.00
01-004835	COMMERCIAL SAVINGS BANK	FEDERAL WITHHOLDINGS	12,939.57	12,939.57-	000850	8/13/20	0.00
01-004835	COMMERCIAL SAVINGS BANK	FICA WITHHOLDING	16,061.90	16,061.90-	000850	8/13/20	0.00
01-004835	COMMERCIAL SAVINGS BANK	MEDICARE WITHHOLDING	4,701.64	4,701.64-	000850	8/13/20	0.00
			** TOTALS **	33,826.17	33,826.17-		0.00
01-000366	COMPUTER & NETWORK SPEC	SETUP LAPTOP/BATTERY BACKUP	210.00	0.00	000000	0/00/00	210.00
01-000366	COMPUTER & NETWORK SPEC	MISC COMPUTER ISSUE	135.00	0.00	000000	0/00/00	135.00
01-000366	COMPUTER & NETWORK SPEC	COMPUTER ISSUES	219.00	0.00	000000	0/00/00	219.00
01-000366	COMPUTER & NETWORK SPEC	COMPUTER	1,399.00	0.00	000000	0/00/00	1,399.00
			** TOTALS **	1,963.00	0.00		1,963.00
01-003145	CORE AND MAIN LP	METERS	1,963.04	0.00	000000	0/00/00	1,963.04
			** TOTALS **	1,963.04	0.00		1,963.04
01-001595	COUNSEL OFFICE & DOCUMENT	COPIER CONTRACT	74.03	0.00	000000	0/00/00	74.03
			** TOTALS **	74.03	0.00		74.03

08-20-2020 01:38 PM
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UNPAID ITEMS DATES :		8/07/2020 THRU 8/20/2020	8/07/2020 THRU 8/20/2020

VENDOR	---- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----BALANCE----
01-005395	D & K PRODUCTS	PLANT FOOD	188.00	0.00	000000	0/00/00	188.00
		** TOTALS **	188.00	0.00			188.00
01-001965	DIANE TRACY	BOOK DROPS & SUPPLIES	27.08	27.08-	118777	8/20/20	0.00
		** TOTALS **	27.08	27.08-			0.00
01-006270	DREES HEATING & PLUMBING	ROOF DRAIN CREDIT	1,900.00-	0.00	000000	0/00/00	1,900.00-
01-006270	DREES HEATING & PLUMBING	ROOF DRAIN - GYM	6,150.00	0.00	000000	0/00/00	6,150.00
		** TOTALS **	4,250.00	0.00			4,250.00
01-006275	DREES OIL CO. INC.	UNLEADED GASOLINE	668.87	0.00	000000	0/00/00	668.87
01-006275	DREES OIL CO. INC.	RED DIESEL FUEL	593.61	0.00	000000	0/00/00	593.61
		** TOTALS **	1,262.48	0.00			1,262.48
01-006725	EARL MAY STORE	CBD LANDSCAPING SUPPLIES	17.34	0.00	000000	0/00/00	17.34
		** TOTALS **	17.34	0.00			17.34
01-006810	ECOWATER SYSTEMS	COOLER RENT/WATER	162.95	162.95-	118766	8/12/20	0.00
		** TOTALS **	162.95	162.95-			0.00
01-007253	ELECTRIC MOTOR SERVICE LL	FURNACE MOTOR REPAIRS	58.20	0.00	000000	0/00/00	58.20
01-007253	ELECTRIC MOTOR SERVICE LL	BLOWER MOTOR REPAIRS	166.43	0.00	000000	0/00/00	166.43
		** TOTALS **	224.63	0.00			224.63
01-008027	FAREWAY STORES	WATER FOR LIFEGUARDS	4.29	0.00	000000	0/00/00	4.29
		** TOTALS **	4.29	0.00			4.29
01-008035	FARNER-BOCKEN CO.	SUPPLIES	477.23	0.00	000000	0/00/00	477.23
		** TOTALS **	477.23	0.00			477.23
01-006860	FELD FIRE EQUIPMENT CO.	FIRE HOSE - STREETS	88.00	0.00	000000	0/00/00	88.00
		** TOTALS **	88.00	0.00			88.00
01-000633	FILTER CARE	CLEANING FILTERS	10.35	0.00	000000	0/00/00	10.35
		** TOTALS **	10.35	0.00			10.35
01-002806	FOUNDATION ANALYTICAL LAB	LAB TESTING	689.10	0.00	000000	0/00/00	689.10
		** TOTALS **	689.10	0.00			689.10
01-003534	FUSEBOX MARKETING	WEB MAINTENANCE	255.00	0.00	000000	0/00/00	255.00
		** TOTALS **	255.00	0.00			255.00
01-009315	GALL'S INC.	PACHEO UNIFORMS	938.01	0.00	000000	0/00/00	938.01
01-009315	GALL'S INC.	UNIFORM SHIRT	233.26	0.00	000000	0/00/00	233.26

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PARTIALLY ITEMS DATES:	8/07/2020 THRU 8/20/2020	8/07/2020 THRU 8/20/2020	8/07/2020 THRU 8/20/2020
UNPAID ITEMS DATES :		8/07/2020 THRU 8/20/2020	8/07/2020 THRU 8/20/2020

VENDOR	---- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----BALANCE----
			** TOTALS **	1,171.27	0.00		1,171.27
01-002567	GEHLPRO WELDING	LILY PAD REPAIRS	183.97	0.00	000000	0/00/00	183.97
			** TOTALS **	183.97	0.00		183.97
01-009535	GENERAL RENTAL	CHAIN SAW SUPPLIES	30.00	0.00	000000	0/00/00	30.00
			** TOTALS **	30.00	0.00		30.00
01-010150	GRAINGER PARTS	DRINKING FOUNTAIN REPAIRS	497.73	0.00	000000	0/00/00	497.73
			** TOTALS **	497.73	0.00		497.73
01-010156	GRAPHIC EDGE, THE	SWIM LEAGUE SHIRTS	253.76	0.00	000000	0/00/00	253.76
01-010156	GRAPHIC EDGE, THE	SOCCER CAMP SHIRTS	64.87	0.00	000000	0/00/00	64.87
			** TOTALS **	318.63	0.00		318.63
01-010680	HAWKINS WATER TREATMENT	WATER TREATMENT SUPPLIES	1,331.25	0.00	000000	0/00/00	1,331.25
			** TOTALS **	1,331.25	0.00		1,331.25
01-005410	HERALD PUBLISHING COMPANY	PUBLICITY	75.00	75.00-	118794	8/20/20	0.00
			** TOTALS **	75.00	75.00-		0.00
01-011831	HY-VEE INC.	COFFEE WITH THE MAYOR SUPPLIES	89.13	89.13-	118795	8/20/20	0.00
01-011831	HY-VEE INC.	PROGRAM SUPPLIES	3.00	3.00-	118795	8/20/20	0.00
			** TOTALS **	92.13	92.13-		0.00
01-002312	JARED HAYS	STEEL TOED BOOTS	200.00	200.00-	118780	8/20/20	0.00
			** TOTALS **	200.00	200.00-		0.00
01-002453	JASON MATTHEW LAMBERTZ	PRODUCTION COSTS	870.00	0.00	000000	0/00/00	870.00
			** TOTALS **	870.00	0.00		870.00
01-003198	JEFF NICHOLS	PPE FACE MASKS	62.58	62.58-	118761	8/12/20	0.00
			** TOTALS **	62.58	62.58-		0.00
01-013917	JEO CONSULTING GROUP INC.	STREET RESURFACING - 2020	16,425.00	0.00	000000	0/00/00	16,425.00
			** TOTALS **	16,425.00	0.00		16,425.00
01-025020	JOHN DEERE FINANCIAL	RADIATOR AND FILTERS	259.14	259.14-	118799	8/20/20	0.00
01-025020	JOHN DEERE FINANCIAL	SEALS AND GASKET	70.72	70.72-	118799	8/20/20	0.00
01-025020	JOHN DEERE FINANCIAL	SUPPLIES	27.90	27.90-	118799	8/20/20	0.00
01-025020	JOHN DEERE FINANCIAL	REPAIR PARTS	55.81	55.81-	118799	8/20/20	0.00
01-025020	JOHN DEERE FINANCIAL	PARTS	54.84	54.84-	118799	8/20/20	0.00
			** TOTALS **	468.41	468.41-		0.00

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PARTIALLY ITEMS DATES:	8/07/2020 THRU 8/20/2020	8/07/2020 THRU 8/20/2020	8/07/2020 THRU 8/20/2020
UNPAID ITEMS DATES :		8/07/2020 THRU 8/20/2020	8/07/2020 THRU 8/20/2020

VENDOR	---- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----BALANCE----
01-000994	KABEL BUSINESS SERVICES -	JULY HRA CHECKS	10,129.27	10,129.27-	000000	8/13/20	0.00
		** TOTALS **	10,129.27	10,129.27-			0.00
01-014520	KASPERBAUER CLEANING SER	LAUNDER RUGS	96.64	0.00	000000	0/00/00	96.64
		** TOTALS **	96.64	0.00			96.64
01-036119	LISA M. SIEPKER	ACTIVITIES ROOM REFUND	30.00	30.00-	118774	8/12/20	0.00
		** TOTALS **	30.00	30.00-			0.00
01-003699	LON LEITING	LEISURE PROGRAM REFUND	30.00	30.00-	118764	8/12/20	0.00
		** TOTALS **	30.00	30.00-			0.00
01-017123	MANGOLD ENVIRONMENTAL	WATER SAMPLE TEST	15.00	0.00	000000	0/00/00	15.00
		** TOTALS **	15.00	0.00			15.00
01-017133	MASTERCARD	PDF XCHANGE SOFTWARE	198.84	198.84-	118796	8/20/20	0.00
01-017133	MASTERCARD	SUPPLIES/MAIL CHIMP	38.62	38.62-	118797	8/20/20	0.00
01-017133	MASTERCARD	SUPPLIES	185.34	185.34-	118798	8/20/20	0.00
		** TOTALS **	422.80	422.80-			0.00
01-012680	MID AMERICAN ENERGY	ELECTRIC BILLS	53,676.87	53,676.87-	118769	8/12/20	0.00
		** TOTALS **	53,676.87	53,676.87-			0.00
01-018634	MINNICH COMITO & NEU	DRAKE VS. CITY	825.00	0.00	000000	0/00/00	825.00
		** TOTALS **	825.00	0.00			825.00
01-017730	MOORHOUSE READY MIX CO.	STREET PANEL - VALLEY DR	854.75	0.00	000000	0/00/00	854.75
01-017730	MOORHOUSE READY MIX CO.	CEMENT AROUND FUEL TANKS	1,112.50	1,112.50-	118770	8/12/20	0.00
01-017730	MOORHOUSE READY MIX CO.	ROW 214 W 15TH ST	690.38	0.00	000000	0/00/00	690.38
01-017730	MOORHOUSE READY MIX CO.	STREET PANEL - 15TH & ADAMS	361.63	0.00	000000	0/00/00	361.63
01-017730	MOORHOUSE READY MIX CO.	STREET PANEL 524 SOUTHDAL DR	1,183.50	0.00	000000	0/00/00	1,183.50
01-017730	MOORHOUSE READY MIX CO.	STREET PANEL SOUTHDAL DR	1,380.75	0.00	000000	0/00/00	1,380.75
01-017730	MOORHOUSE READY MIX CO.	ST PANEL GRANT RD/SUNCREST	460.25	0.00	000000	0/00/00	460.25
01-017730	MOORHOUSE READY MIX CO.	ST. PANEL SOUTHDAL DR	1,380.75	0.00	000000	0/00/00	1,380.75
01-017730	MOORHOUSE READY MIX CO.	ST. PANEL GRANT RD/SUNSET	460.25	0.00	000000	0/00/00	460.25
01-017730	MOORHOUSE READY MIX CO.	PRELIM BUILDING DRIVEWAY	1,315.00	0.00	000000	0/00/00	1,315.00
01-017730	MOORHOUSE READY MIX CO.	PRELIM BLDG DRIVEWAY	1,315.00	0.00	000000	0/00/00	1,315.00
01-017730	MOORHOUSE READY MIX CO.	CONCRETE - WWTP	1,052.00	0.00	000000	0/00/00	1,052.00
01-017730	MOORHOUSE READY MIX CO.	ST PANEL SAN SALVADOR/OLIVE	657.50	0.00	000000	0/00/00	657.50
		** TOTALS **	12,224.26	1,112.50-			11,111.76
01-018408	NAPA AUTO PARTS	HOLE SAW	20.29	0.00	000000	0/00/00	20.29
01-018408	NAPA AUTO PARTS	#35 FITTING CAP	9.90	0.00	000000	0/00/00	9.90
		** TOTALS **	30.19	0.00			30.19

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VENDOR	----- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----BALANCE----

01-003263	NETBANX	JULY EFT PROCESSING FEES	100.02	100.02-	000000	8/17/20	0.00
		** TOTALS **	100.02	100.02-			0.00
01-019138	NORTHWEST IOWA LEAGUE OF	NW IA LEAGUE MTG	30.00	0.00	000000	0/00/00	30.00
		** TOTALS **	30.00	0.00			30.00
01-020208	O'HALLORAN INTERNATIONAL	#27 INT'L REPAIRS	238.86	0.00	000000	0/00/00	238.86
		** TOTALS **	238.86	0.00			238.86
01-020203	OFFICE STOP	OFFICE SUPPLIES	17.22	0.00	000000	0/00/00	17.22
01-020203	OFFICE STOP	TONER - FAX MACHINE	58.69	0.00	000000	0/00/00	58.69
		** TOTALS **	75.91	0.00			75.91
01-003701	OLSEM PLUMBING, LLC	MERCHANTS STADIUM REPAIRS	703.19	0.00	000000	0/00/00	703.19
		** TOTALS **	703.19	0.00			703.19
01-003270	OLSEN'S OUTDOOR POWER	FILTER AND OIL	22.56	0.00	000000	0/00/00	22.56
		** TOTALS **	22.56	0.00			22.56
01-020326	OPTIONS INK	FREIGHT - BACTERIA SAMPLES	41.55	0.00	000000	0/00/00	41.55
		** TOTALS **	41.55	0.00			41.55
01-002219	OVERDRIVE INC	BRIDGES CONTENT FEE	2,056.54	2,056.54-	118779	8/20/20	0.00
		** TOTALS **	2,056.54	2,056.54-			0.00
01-003210	PATRICK MC CARTY	FACE MASKS	26.75	26.75-	118762	8/12/20	0.00
		** TOTALS **	26.75	26.75-			0.00
01-000169	PERRY JOHNSON	JULY INSPECTIONS - MILEAGE	169.63	0.00	000000	0/00/00	169.63
		** TOTALS **	169.63	0.00			169.63
01-001490	PITNEY BOWES/PURCHASE POW	POSTAGE	2,000.00	2,000.00-	118775	8/17/20	0.00
01-001490	PITNEY BOWES/PURCHASE POW	POSTAGE METER RENTAL	180.00	0.00	000000	0/00/00	180.00
		** TOTALS **	2,180.00	2,000.00-			180.00
01-021860	PRESTO-X-COMPANY	PEST CONTROL - REC CENTER	60.00	0.00	000000	0/00/00	60.00
		** TOTALS **	60.00	0.00			60.00
01-009870	RACCOON VALLEY ELECTRIC C	(AM) JULY ELECTRIC SERVICE	302.03	302.03-	118767	8/12/20	0.00
01-009870	RACCOON VALLEY ELECTRIC C	JULY ELECTRIC SERVICE	1,162.15	1,162.15-	118767	8/12/20	0.00
		** TOTALS **	1,464.18	1,464.18-			0.00
01-003702	RON MORLOK	SHELTERHOUSE REFUND	40.00	40.00-	118789	8/20/20	0.00

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VENDOR	----- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	-----BALANCE----
** TOTALS **			40.00	40.00-			0.00
01-000612	SENECA COMPANIES	FREE RECOVERY - WALGREENS	1,743.00	0.00	000000	0/00/00	1,743.00
** TOTALS **			1,743.00	0.00			1,743.00
01-025250	SHERWIN WILLIAMS CO.	PAINT SOUTHSIDE SHELTERHOUSE	14.95	0.00	000000	0/00/00	14.95
01-025250	SHERWIN WILLIAMS CO.	PAINT SOUTHSIDE SHELTERHOUSE	241.86	0.00	000000	0/00/00	241.86
** TOTALS **			256.81	0.00			256.81
01-000155	SHIVE HATTERY INC	TRAILS - SEGMENT III #5	2,492.50	0.00	000000	0/00/00	2,492.50
** TOTALS **			2,492.50	0.00			2,492.50
01-025606	SOPPE CHIROPRACTIC CLINIC	PRE-EMPLOY PHYSICALS	160.00	0.00	000000	0/00/00	160.00
** TOTALS **			160.00	0.00			160.00
01-028180	STATE HYGIENIC LABORATORY	TOWER - WATER SAMPLES	218.50	0.00	000000	0/00/00	218.50
** TOTALS **			218.50	0.00			218.50
01-000322	STATE LIBRARY OF IOWA	BRIDGES PLATFORM FEE	62.00	62.00-	118776	8/20/20	0.00
** TOTALS **			62.00	62.00-			0.00
01-025874	STERICYCLE INC	SAFETY SUPPLIES	376.08	0.00	000000	0/00/00	376.08
** TOTALS **			376.08	0.00			376.08
01-025880	STONE PRINTING CO.	OFFICE SUPPLIES	2.00	2.00-	118800	8/20/20	0.00
01-025880	STONE PRINTING CO.	OFFICE SUPPLIES	3.00	3.00-	118800	8/20/20	0.00
01-025880	STONE PRINTING CO.	LAMINATE DISC GOLF SIGNS	2.00	0.00	000000	0/00/00	2.00
01-025880	STONE PRINTING CO.	INTERMENT INFORMATION FORM	169.25	0.00	000000	0/00/00	169.25
01-025880	STONE PRINTING CO.	OFFICE SUPPLIES	79.99	79.99-	118800	8/20/20	0.00
01-025880	STONE PRINTING CO.	OFFICE SUPPLIES	2.45	2.45-	118800	8/20/20	0.00
** TOTALS **			258.69	87.44-			171.25
01-025935	SUBWAY	EMPLOYEE RECOGNITION	14.01	0.00	000000	0/00/00	14.01
** TOTALS **			14.01	0.00			14.01
01-002272	TIGGES OVERHEAD DOORS	HANGER DOOR REPAIR	100.00	100.00-	118758	8/12/20	0.00
** TOTALS **			100.00	100.00-			0.00
01-002862	TRAVIS BOELL	STEEL TOED BOOTS	200.00	200.00-	118782	8/20/20	0.00
** TOTALS **			200.00	200.00-			0.00
01-027060	TREASURER OF IOWA	JULY SALES TAX	5,365.00	5,365.00-	000000	8/18/20	0.00
01-027060	TREASURER OF IOWA	8/1-8/15/2020 SALES TAX	392.00	392.00-	000000	8/20/20	0.00
** TOTALS **			5,757.00	5,757.00-			0.00

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PARTIALLY ITEMS DATES:	8/07/2020 THRU 8/20/2020	8/07/2020 THRU 8/20/2020	8/07/2020 THRU 8/20/2020
UNPAID ITEMS DATES :		8/07/2020 THRU 8/20/2020	8/07/2020 THRU 8/20/2020

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01-027079	TRIPLE A SEEDS INC.	GRASS SEED	255.00	0.00	000000	0/00/00	255.00
		** TOTALS **	255.00	0.00			255.00
01-002437	UNIFIED CONTRACTING SERVI	FUEL DELIVERY SYSTEM REPAIR	543.25	543.25-	118759	8/12/20	0.00
		** TOTALS **	543.25	543.25-			0.00
01-028168	UNITED PARCEL SERVICE	FREIGHT W/E 8/1/2020	70.35	70.35-	118772	8/12/20	0.00
01-028168	UNITED PARCEL SERVICE	FREIGHT W/E 8/8/2020	55.67	55.67-	118801	8/20/20	0.00
		** TOTALS **	126.02	126.02-			0.00
01-002449	UNITYPOINT CLINIC-OCCUPAT	PRE-EMPLOY DRUG TESTS	84.00	0.00	000000	0/00/00	84.00
		** TOTALS **	84.00	0.00			84.00
01-028275	UPTOWN SPORTING GOODS	POLE PADDING	359.00	0.00	000000	0/00/00	359.00
01-028275	UPTOWN SPORTING GOODS	CO-ED LEAGUE SOFTBALLS	64.00	0.00	000000	0/00/00	64.00
		** TOTALS **	423.00	0.00			423.00
01-028814	VAN METER COMPANY, THE	WATER SOLENOID	264.25	0.00	000000	0/00/00	264.25
		** TOTALS **	264.25	0.00			264.25
01-003446	WATCH GUARD VIDEO	DUTY BELT CLIPS	152.00	0.00	000000	0/00/00	152.00
		** TOTALS **	152.00	0.00			152.00
01-003377	WELLMARK BLUE CROSS/BLUE	SEPT.HEALTH INSURANCE PREMIUMS	40,455.99	40,455.99-	118785	8/20/20	0.00
		** TOTALS **	40,455.99	40,455.99-			0.00
01-003138	WHEN TO WORK INC.	ONLINE SCHEDULING	480.00	0.00	000000	0/00/00	480.00
		** TOTALS **	480.00	0.00			480.00
01-030355	WITTROCK MOTOR CO.	JULY CAR RENTAL	349.00	349.00-	118773	8/12/20	0.00
		** TOTALS **	349.00	349.00-			0.00
01-003291	WORLDPAY INTEGRATED PAYME	JULY CC PROCESSING FEES	898.01	898.01-	000000	8/17/20	0.00
		** TOTALS **	898.01	898.01-			0.00
	* Payroll Expense		169,110.00				

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	GROSS	PAYMENTS	BALANCE
PAID ITEMS	340,857.27	340,857.27CR	0.00
PARTIALLY PAID	0.00	0.00	0.00
UNPAID ITEMS	63,307.75	0.00	63,307.75
VOID ITEMS	0.00	0.00	0.00
** TOTALS **	404,165.02	340,857.27CR	63,307.75

U N P A I D R E C A P

UNPAID INVOICE TOTALS	65,210.25
UNPAID DEBIT MEMO TOTALS	0.00
UNAPPLIED CREDIT MEMO TOTALS	1,902.50CR
** UNPAID TOTALS **	63,307.75

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UNPAID ITEMS DATES :		8/07/2020 THRU 8/20/2020	8/07/2020 THRU 8/20/2020

FUND TOTALS

001	GENERAL FUND	109,312.61
010	HOTEL/MOTEL TAX	430.99
110	ROAD USE TAX FUND	13,009.37
125	U.R. DOWNTOWN S.R.	6.23
304	C.P. STREETS	16,425.00
311	C.P.-PARKS & RECREATION	2,492.50
600	WATER UTILITY FUND	24,412.72
602	WATER UTILITY CAP. IMP.	1,043.50
610	SEWER UTILITY FUND	17,336.84
850	MEDICAL INSURANCE FUND	50,585.26
	* PAYROLL EXPENSE	169,110.00

GRAND TOTAL	404,165.02
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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 *MPW*

FROM: Brad Burke, Chief of Police *BB*

DATE: August 20, 2020

RE: Renewal of License

The following establishment has applied for renewal of license:

Hunan Chinese Restaurant

708 Simon Avenue

Special Class "C" Liquor License (Beer/Wine) with Sunday Sales

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: August 19, 2020

SUBJECT: Appointments to Committees, Commissions and Boards

The Parks, Recreation and Cultural Advisory Board has an opening for a Carroll Community School Board member or school administrator. Per Chapter 24 of the Carroll Code of Ordinances, one opening will be available (not required) to a Carroll Community School Board member or school administrator when at all possible for them to be involved. This position will be appointed by the Carroll Community School Board and approved by the City Council. Dr. Casey Berlau has been appointed as the school representative by the Carroll Community School Board.

RECOMMENDATION: Motion to approve the Carroll Community School Board representative, Dr. Casey Berlau for the Parks, Recreation and Cultural Advisory Board.

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

WSP-W

FROM: Randall M. Krauel, Director of Public Works

RMK

DATE: August 19, 2020

SUBJECT: Street Maintenance Facility

- Public Hearing on Plans, Specifications, Form of Contract and Estimated Cost
- Consideration of Adoption of Plans, Specifications, Form of Contract and Estimated Cost

On August 12, 2020, plans, specifications, form of contract and estimated cost for the Street Maintenance Facility were filed by FEH Design. The plans, specifications, form of contract and estimated cost are generally described as follows:

PLANS

The plans detail the construction of a new Street Maintenance Facility building located at 423 E. 3rd Street. The proposed building occupancy area is approximately 16,150 square feet with a 3,120 square foot mezzanine. An alternate bid for an additional 1,664 square foot Apparatus Workshop is also included. The Facility generally includes a Repair Workshop, Wash Bay, General Shops, Apparatus Workshop and employee areas.

SPECIFICATIONS

The specifications further detail the construction of the Facility. Specifications include American Institute of Architects (AIA) documents and masterspec technical specifications.

FORM OF CONTRACT

The form of contract is AIA Document A101-2007.

Street Maintenance Facility
Public Hearing on Plans, . . . Cost
Consideration of Adoption of Plans, . . . Cost
August 19, 2020
Page 2

ESTIMATED COST

The estimated construction cost of the Facility includes a Base Bid and eleven (11) Add Alternates as follows:

Base Bid	\$3,866,911.00
Add Alternates No. 1 – 11	<u>\$ 657,061.00</u>
Total Estimated Cost	\$4,523,972.00

Based on the estimated construction cost. The current total project cost estimate is as follows:

	<u>Base Bid</u>	<u>Base Bid w/Alternates</u>
Design	\$ 349,050.00	\$ 349,050.00
Construction	<u>\$3,866,911.00</u>	<u>\$4,523,972.00</u>
Total Estimate	\$4,215,961.00	\$4,873,022.00

Funding for the project is anticipated as follows:

General Fund	\$ 905,568.00
Road Use Tax Fund	\$ 590,000.00
Local Option Sales Tax	\$3,450,000.00
Capital Projects – Streets	\$ 52,500.00
Interest	<u>\$ 123,674.00</u>
Total Estimate	\$5,121,742.00

The project schedule is anticipated as follows:

Bid Receipt	September 15, 2020
Construction Completion	November 15, 2021

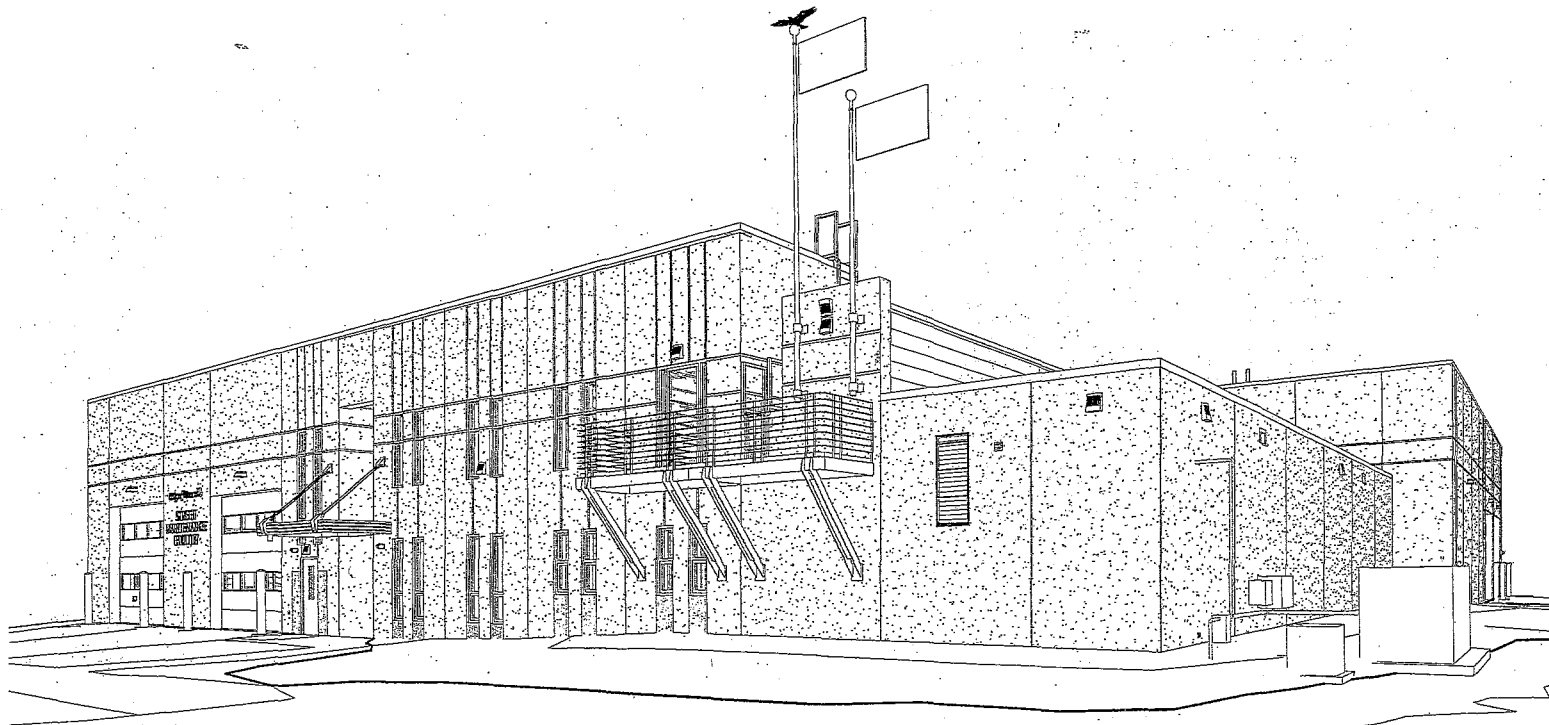
RECOMMENDATION: Mayor and City Council conduction of the required public hearing and consideration of adoption of the plans, specifications, form of contract and estimated cost for the Street Maintenance Facility.

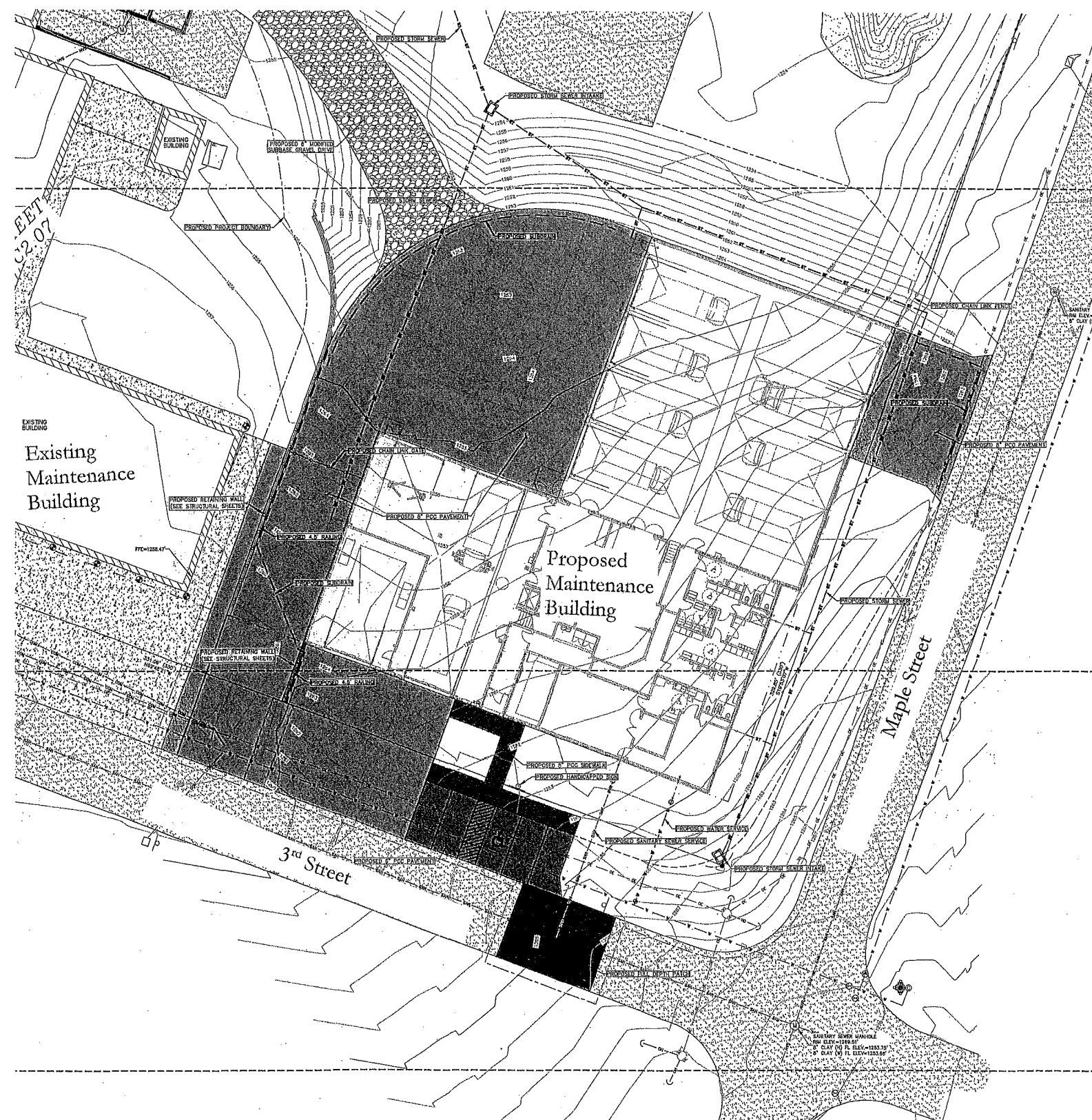
RMK:ds

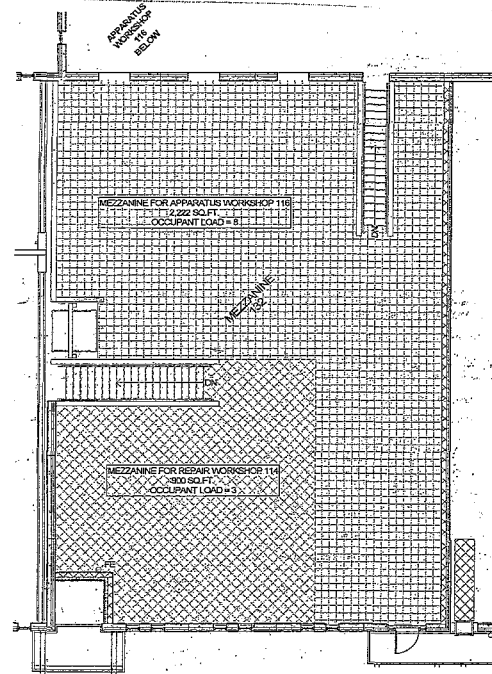
attachments (3)

THE CITY OF CARROLL STREET MAINTENANCE FACILITY

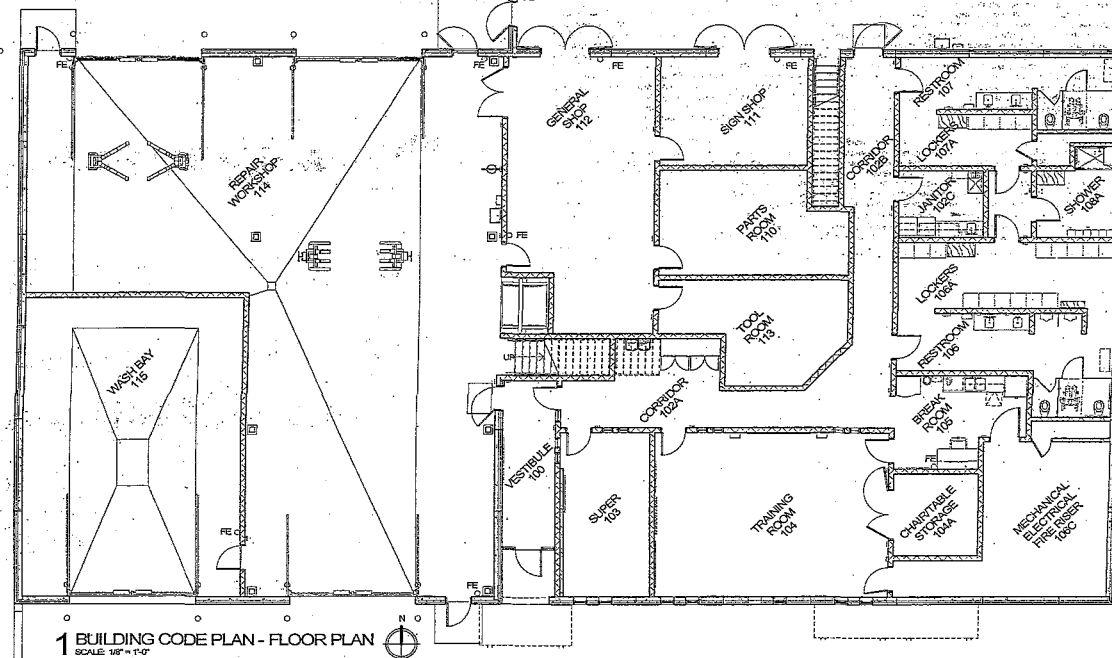
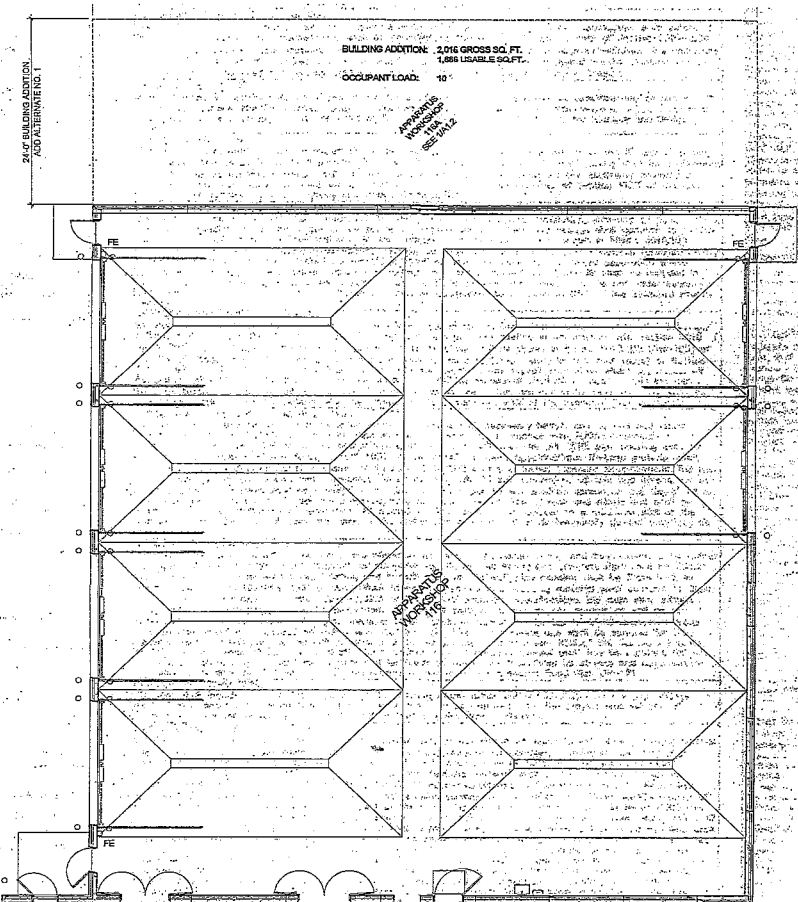
STREET ADDRESS: 423 EAST 3rd STREET
CARROLL, IOWA 51401







MEZZANINE TO REPAIR WORKSHOP 114 AND APPARATUS WORKSHOP 116



1 BUILDING CODE PLAN - FLOOR PLAN
SCALE: 1/8" = 1'-0"

City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Mike Pogge-Weaver, City Manager

FROM: Randall M. Krauel, Director of Public Works

DATE: August 19, 2020

SUBJECT: Downtown Streetscape Phase 10

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

Plans, specifications, form of contract and estimated cost for the Downtown Streetscape Phase 10 project have been filed by Confluence. The plans, specifications, form of contract and estimated cost are generally described as follows:

PLANS

The plans detail construction of streetscape and associated work at the following locations:

<u>Street</u>	<u>From</u>	<u>To</u>
7 th Street	West Street	Carroll Street
7 th Street	Main Street	Clark Street
Main Street	4 th Street	5 th Street
Westgate Mall Parking Lot		
4 th Street Parking Lot		

SPECIFICATIONS

The specifications further detail construction of planned improvements. Specifications are the Statewide Urban Specifications plus Supplemental Specifications and Special Provisions.

FORM OF CONTRACT

The form of contract was prepared by Confluence.

Downtown Streetscape Phase 10
Public Hearing on Plans, . . . Cost
Consideration of Adoption of Plans, . . . Cost
August 19, 2020
Page 2

ESTIMATED COST

The estimated construction cost of the project is \$1,400,191.38.

Based on the construction cost estimate, the current project cost estimate is as follows:

Design	\$ 103,475.00
Construction	<u>\$1,400,191.38</u>
Total	\$1,503.666.38

Funding for the project currently includes the following:

Water Utility Fund-TIF	\$1,241,734.00
Interest	\$ 3,250.15

The project schedule is anticipated as follows:

Bid Receipt	September 8, 2020
Bid/Construction Award	September 14, 2020
Construction Completion	September 30, 2021

RECOMMENDATION: Mayor and City Council conduction of the required public hearing and consideration of adoption of the plans, specifications, form of contract and estimated cost for the Downtown Streetscape Phase 10 project.

RMK:ds

attachments (2)

RESOLUTION NO. _____

RESOLUTION ADOPTING THE PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATED COST FOR THE DOWNTOWN STREETScape PHASE 10 PROJECT.

WHEREAS, plans, specifications, form of contract and estimated cost were filed for the construction of public improvements described in general as Downtown Streetscape Phase 10; and,

WHEREAS, a public hearing on the plans, specifications, form of contract and estimated cost for said public improvements was conducted by the City Council; and,

WHEREAS, the City Council has determined that the plans, specifications, form of contract and estimated cost are in the best interests of the City and residents thereof.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CARROLL, IOWA, that said plans, specifications, form of contract and estimated cost are hereby adopted as the plans, specifications, form of contract and estimated cost for said public improvements, as described in the preamble of this Resolution.

Passed and approved by the Carroll City Council this 24th day of August, 2020.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Eric P. Jensen, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

WEST 7th STREET BETWEEN WEST STREET AND CARROLL STREET
EAST 7th STREET BETWEEN MAIN STREET AND CLARK STREET
WEST GATE MALL PARKING LOT AREA
WESTGATE MALL PARKING LOT AT US 30 AND CARROLL STREET
MAIN STREET BETWEEN 4TH STREET AND 5TH STREET
CARROLL , IOWA
CONFLUENCE PROJECT NO: 18297

—	PROPERTY LINE
—W—	WATER MAIN
—S—	SANITARY SEWER
—ST—	STORM SEWER
—O—	OVERHEAD ELECTRIC
—U—	UNDERGROUND ELECTRIC
—C—	CENTERLINE
—FO—	FIBER OPTIC LINE
—G—	GAS LINE
—E—	EASEMENT LINE
—S—	SILT FENCE
—○—	PROPOSED INDEX CONTOUR
—○—	PROPOSED CONTOUR
—○—	EXISTING INDEX CONTOUR
—○—	EXISTING CONTOUR
—○—	HORIZONTAL CURVE
—	CLEARANCE
CL	DIA.
CL	DIAMETER
EE	EXPANSION JNT
FE	FINISHED END SECTION
FF	FINISHED FLOOR ELEVATION
FL	FLOW LINE
HP	HIGH POINT
LP	LOW POINT
MFR.	MANUFACTURER
N/C	NOT IN CONTRACT
P.V.C.	P.V.C. PIPE
R	RADIUS
RC	REINFORCED CONCRETE PIPE
RM	RIM ELEVATION
FR	FIRE HYDRANT
WV	WATER VALVE
—T—	TEE CONNECTION
—L—	LIGHT POLE, SINGLE FIXTURE
—D—	LIGHT POLE, DOUBLE FIXTURE
—H—	HORIZONTAL CONTOUR POINTS
—K—	KEY NOTE
—S—	SURFACE DRAINAGE
—M—	STORM MANHOLE
—S—	SANITARY MANHOLE
—C—	CLEANOUT
—S—	STORM SEWER CURB INTAKE
—S—	STORM SEWER AREA INTAKE
—P—	HANDICAP PARKING STALL



A map of the City of San Francisco showing the project site. The map includes the city grid, major roads, and the San Francisco Bay. A label 'PROJECT SITE' with an arrow points to a specific location in the city.

SHEET NUMBER	SHEET TITLE
000	CONTENTS
1-10	MOI CONCEPT
11-12	TRAFFIC CONTROL PLANS
13-14	LEFT TURNING LANE PLANS
15-16	LEFT TURNING LANE
17-18	LEFT TURNING LANE
19-20	LEFT TURNING LANE
21-22	LEFT TURNING LANE
23-24	LEFT TURNING LANE
25-26	LEFT TURNING LANE
27-28	LEFT TURNING LANE
29-30	LEFT TURNING LANE
31-32	LEFT TURNING LANE
33-34	LEFT TURNING LANE
35-36	LEFT TURNING LANE
37-38	LEFT TURNING LANE
39-40	LEFT TURNING LANE
41-42	LEFT TURNING LANE
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89-90	LEFT TURNING LANE
91-92	LEFT TURNING LANE
93-94	LEFT TURNING LANE
95-96	LEFT TURNING LANE
97-98	LEFT TURNING LANE
99-100	LEFT TURNING LANE



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JEO CONSULTING GROUP
11717 BURT STREET, STE. 210
OMAHA, NEBRASKA
PHONE: 402.934.3680
CONTACT: Jeff Sobczyk

JEO CONSULTING GROUP
724 SIMON AVENUE
CARROLL, IOWA 51401
PHONE: 712.792.9711
CONTACT: Cody Forch

JEFFREY T.
SOBCZYK
14181

IOWA

I hereby certify that this engineering document was prepared by me or under my direct personal supervision and that I am a duly licensed Professional Engineer under the laws of the State of Iowa.

(signature) (date)

Printed or typed name: **Jeffrey T. Sobczyk**
License Number: **14181**
My license renewal date is **December 31, 2020.**
Pages or sheets covered by this seal: **E1.0-E2.3**

I hereby certify that this engineering document was prepared by me or
under my direct personal supervision and that I am a duly Licensed
Professional Engineer under the laws of the State of Iowa.

(signature) (date)

Printed or typed name: Cody Forch

License Number: 22943

My license renewal date is December 31, 2020.

Pages or sheets covered by this seal: C1.0 - C1.5, M0.1

A circular professional seal for James A. Hgost, a Licensed Landscape Architect in the State of Iowa. The seal features the text "STATE OF IOWA" at the top, "JAMES A. HGOST" in the center, "LANDSCAPE ARCHITECT" below the name, and "NO. 475" at the bottom. The words "LICENSED LANDSCAPE ARCHITECT" are written around the inner perimeter of the seal.

CONFLUENCE
525 17TH STREET
DES MOINES, IOWA 50309
PHONE: 515.288.4875
CONTACT: JIM HOST

I HEREBY CERTIFY THAT THE PORTION OF THIS DOCUMENT DESCRIBED BELOW WAS PREPARED BY ME OR UNDER MY PERSONAL SUPERVISION, AND THAT I AM A DULY REGISTERED LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF IOWA.

JAMES A. HOST	IOWA REGISTRATION NO. 205	DATE
MY REGISTRATION DATE IS JUNE 28, 2024		
EXPIRES CURRENTLY THIS YEAR: 11.0-17.2		

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: Laura A. Schaefer, Finance Director/City Clerk *Yes*
DATE: August 19, 2020
SUBJECT: Iowa COVID-19 Local Government Relief Fund Resolution

Governor Kim Reynolds has allocated \$125 million for reimbursements to local governments for direct expenses incurred in response to the COVID-19 emergency. \$100 million for reimbursement will be divided between eligible cities and counties by 2019 estimated population. \$25 million will be used to cover the local government portion of the FEMA match through the Iowa Department of Homeland Security and Emergency Management.

Consistent with the U.S. Treasury Department Guidance, funds may only be used to cover costs that:

- A. Are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
- B. Were not accounted for in the government entity's budget most recently approved as of March 27, 2020;
- C. Were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020; and
- D. Have not been reimbursed or where reimbursement has not been requested from another source of funds including, but not limited to, other federal programs.

Examples of items that may be submitted for reimbursement include personal protective equipment (face coverings), sanitizing products, 25% of payroll costs for public safety employees for services dedicated to mitigating or responding to the COVID-19 public health emergency, and equipment used to conduct meetings by telephonic or electronic means.

City staff is in the process of gathering all the required information needed to submit for reimbursement. Also, to be eligible Council must pass a resolution stating that all the reimbursements submitted follow the Federal and State of Iowa guidance on how the funds should be spent, and that if funds are misrepresented, the local government will be liable for repayment and any applicable penalty and interest. The attached resolution was drafted by the Iowa League of Cities. The amount of the reimbursement listed in the resolution is the maximum amount eligible to be reimbursed based on the funds allocated and the City's 2019 estimated population. At this time, total amount that will be submitted is not known.

There are still many questions that need clarified and City staff will continue to work with the Iowa League of Cities and the State of Iowa to get that clarification.

The first submittal for expenses incurred March 1, 2020 through July 31, 2020 is due September 15, 2020.

RECOMMENDATION: Council review and approval of the attached resolution requesting reimbursement from the Iowa COVID-19 Government Relief Fund.

RESOLUTION NO. _____

**RESOLUTION REQUESTING REIMBURSEMENT FROM THE IOWA COVID-19
GOVERNMENT RELIEF FUND**

A resolution by the City of Carroll to request reimbursement for eligible costs related to the COVID-19 public health emergency from the Iowa COVID-19 Government Relief Fund.

WHEREAS, the United States Congress approved the Coronavirus Aid, Relief, and Economic Security (CARES) Act to provide economic relief related to the COVID-19 pandemic.

WHEREAS, Governor Kim Reynolds allocated \$125 million of the State of Iowa's CARES Act funding to local governments for direct expenses incurred in response to the COVID-19 emergency.

WHEREAS, local government funding reimbursements may only be used for necessary expenditures incurred due to the COVID-19 pandemic, were not accounted for in the current fiscal year city budget, were incurred during the time period of March 1, 2020 through December 30, 2020 and have not been reimbursed from other sources.

NOW, THEREFORE BE IT RESOLVED, the City of Carroll requests reimbursement of \$233,696.63 in eligible expenditures in response to the COVID-19 public health emergency.

BE IT FURTHER RESOLVED, the City of Carroll affirms that the above requests for reimbursement follow all formal published Federal and State of Iowa guidance on how the funds should be spent, and understand if the reimbursements are misrepresented, the local government will be liable for any applicable penalty and interest.

HEREBY RESOLVED but the City Council for the City of Carroll on this__ day of __, 2020.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By _____
Eric P. Jensen, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Honorable Mayor and Members of the City Council

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

DATE: August 19, 2020

SUBJECT: Committee Reports

1. Library Board (meets 3rd or 4th Monday of month) – **August 17, 2020**
2. Board of Adjustment (meets 1st Monday of month) –
3. Planning and Zoning Commission (meets 2nd Wednesday of month) –
4. Carroll Airport Commission (meets 2nd Monday of month) –
5. Parks, Recreation & Cultural Advisory Board (meets 1st Monday of January, March, May, July, September and November) –
6. Carroll County Solid Waste Management Commission (meets 2nd Tuesday of month) – **August 11, 2020**
7. Carroll Historic Preservation Commission (no regular meeting dates) – **July 16, 2020**
8. Safety Committee (no regular meeting dates) –
9. Civil Service Commission (as needed) –

Library Board Minutes

August 17, 2020

The Carroll Board of Trustees met via tele-conference. Trustees present: Lisa Auen, Brenda Hogue, Thomas Parrish, Summer Parrott, Paul Reicks, Dale Schmidt, Kyle Ulveling, Ralph von Qualen, and Director Rachel Van Erdewyk. Trustee absent: Carol Shields.

Reicks called the meeting to order at 5:15. It was moved by Parrott and seconded by Ulveling to approve the agenda. All voted aye. Shields absent. It was moved by Auen and seconded by Schmidt to approve the minutes of the June 15th and June 24th meetings. All voted aye. Shields absent. It was moved by Hogue and seconded by Ulveling to reapprove the corrected bills from June 24, 2020. All voted aye. Shields absent. It was moved by von Qualen and seconded by Schmidt to approve the bills for July 2020. All voted aye. Shields absent. It was moved by Auen and seconded by Schmidt to approve the bills for August 2020. All voted aye. Shields absent.

Director's Report: Miss Diane has continued her daily Facebook live story telling. At the end of July, she started inviting daycares to visit for special story times on Tuesdays and Thursdays when the library is closed to the public. All other in-person programs are still suspended. The Summer Reading Program this year is all online. A new library feature, Gabbie, allows two-way texting with patrons and library staff, for renewals and reference questions. With a possible need in the coming school year for more online live tutoring and meeting virtually, Van Erdewyk referenced a library resource, Brainfuse, as a possible helpful resource for patrons. Total program attendance—7,681. Monthly door count—2,313. Total resources utilized—26,553.

Board Education: Library funding--how and why we receive funding from those sources.

Old Business: None.

New Business: COVID-19 library reopening plan update. Election of officers. After discussion, it was moved by Hogue and seconded by Parrish to re-elect current officers for the coming year. Reicks—President, Parrott—Vice President, Shields—Treasurer. All voted aye. Shields absent.

It was moved by Ulveling and seconded by Parrott to adjourn. All voted aye. Shields absent. Meeting adjourned at 5:56. Next regular meeting is September 21, 2020.

Paul Reicks—President

Judy Behm—Recording Secretary

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

August 11, 2020

1. The meeting was called to order at 7:00 a.m. by Chairman Jeff Anthofer at the Carroll County Recycling Center. Others in attendance were Dr. Eric Jensen, City of Carroll; Rich Ruggles, County Supervisor; Harvey Dales, City of Manning; Dan Snyder, City of Breda; Mary Wittry, Director and Karen Monical, Education Coordinator.
2. Dales moved and Snyder seconded to approve the agenda as presented. Motion carried, all voting aye.
3. Dales moved and Ruggles seconded to approve the minutes of the July 16, 2020. Motion carried, all voting aye.
4. Dales reviewed the Bills Payable-see attached. Wittry discussed the following bills: Carroll Impact Educational Association, \$1000 – radio advertising; EB Solutions-\$3258, monitoring well; Foth Infrastructure and Environments, \$47592.88- general consulting, plan development, leachate lagoon, and groundwater; Stones, \$5942.12 -printing and postage. Dales moved and Ruggles seconded to approve the bills as presented. Motion carried, all voting aye.
5. Wittry presented the financial report. A Certificate of Deposit for \$150,000 was added to the expansion accounts for last fiscal year. Ruggles moved and Snyder seconded to approve the financial report as presented.
6. The proposal for out of county waste disposal was submitted on July 17, 2020. Two proposals were submitted and the contract will be awarded in September. No action taken.
7. Monical presented an education update. Many projects have been completed including signage, website images, recycling survey, and different power-point presentations.
8. The office remains closed to the general public with customers placing fees in the deposit box near the speaker system.
9. Landfill operations have been going well with staff beginning to prepare for winter conditions. The budget includes funds to update the GPS on the compactor and Wittry will start the process for the update.
10. Market price for newsprint in August is \$180 per ton with cardboard at \$57.50. All other processed recyclable materials price per ton remain very low.
11. The next meeting will be Tuesday, September 15 at 4:30 p.m. at the Recycling Center.
12. Snyder moved and Dr. Jensen seconded to adjourn the meeting at 7:40 a.m.

Respectfully submitted:

Mary Wittry

**Carroll Historic Preservation Commission
City of Carroll
Meeting Minutes
Thursday, July 16, 2020**

Venue: City Hall Council Meeting Room

Members of the City of Carroll Historic Preservation Commission met in Carroll City Hall on Thursday, July 16, 2020 at 10:00 am. Members present were: Barbara Hackfort, Vicki Gach, and Mary Baumhover. Absent were Joni Rutten and Carolyn Siemann. The meeting was called to order at 10:00 am. by Chairperson Barbara Hackfort.

The agenda was approved by consensus. The minutes of the February 20, 2020 meeting were approved unanimously on motion by Vicki Gach, seconded by Mary Baumhover.

President Barbara Hackfort reported on contacts she had made regarding filling open positions on the Commission and other suggestions were offered.

The main purpose of the meeting was to complete in draft form the Iowa Site Inventory which is focused on the Carroll City Cemetery.

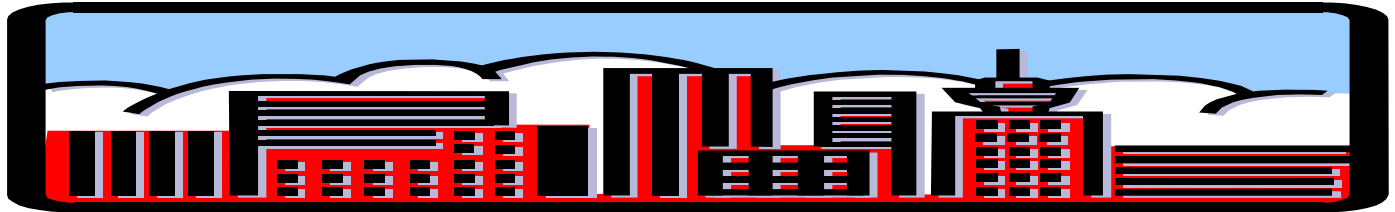
President Barbara Hackfort reported that she has placed two copies of the National Park Service US Department of the Interior, one with City Hall and one with the City Library.

The next meeting will be subject to the call of the president.

The meeting was adjourned on motion by Vicki Gach, seconded by Mary Baumhover.

Respectfully submitted,
Mary Baumhover, Secretary

Note: These minutes have not been officially approved.



City Manager's Monthly Activity Report

Mike Pogge-Weaver, City Manager

July 2020

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
- Continued to learn about COVID 19 and new laws/regulations
- Continued to review of city financials during COVID-19 pandemic
- Began preparing financials for FY 2019/2020 reporting
- Attended Iowa Municipal Professional Academy – July 29 – 31 (virtual training)
- Continued to promote wellness initiatives (Carroll County Wellness Coalition and City wellness program)
 - Wellness Coalition Meeting – July 16 (Zoom Meeting)

Activities planned for next month and other comments:

- Continue to work on delinquent water accounts/water issues
- Continue to work on draft financial policies
- Continue to learn about COVID 19 and new laws/regulations
- Prepare year end reporting for fiscal year 2019/2020
 - Auditor workpapers
 - Annual Financial Report
 - Road Use Tax Report
 - Urban Renewal Report
 - GASB 77 Letters to affected taxing entities
- Municipal Fire & Police Retirement System (MFPRSI) Meeting – August 20
- Continue to promote wellness program with employees
 - Wellness Coalition Meeting – August 20 (Zoom Meeting)

Accomplishments of particular note:

- 475 utility bills were emailed July 2020

Fire Department

As reported by Greg Schreck, Fire Chief

Routine Activities for the month:

The Department responded to two calls for service and held two training sessions in July.

Department members focused on basic truck and equipment operations again in July. During these training sessions, firefighters focused on driver safety and pump operations with water supplied from hydrants and drafting. Firefighters also practiced hose line deployment and repacking of the various hose types carried on our trucks.

Run Report for July:

Alarm Date	Alarm Location	Incident Type
07/03/2020	12 th & Adams St	Vehicle collision
07/10/2020	1010 Woodland Dr	False alarm

Police Department

As reported by Brad Burke, Police Chief

Routine Activities for the month:

On July 7, the police department had our group photo taken. Department photos are taken often and as of recent, have been taken annually. We have been able to locate group photos from as far back as 1949 which are currently displayed inside the police department.

On July 28 and 30, Officers Alex Klever, Justin Ferrin, Jeff Nichols, Steven Pudenz, Patrick McCarty, and Captain Ethan Kathol attended an active shooter webinar put on by Iowa Communities Assurance Pool (ICAP). ICAP has been creating webinars to enhance the skills of law enforcement over the past year and have enhanced these trainings since COVID has shut down most in person training for officers.

Offense Summary

CARROLL POLICE DEPARTMENT OFFENSE SUMMARY

Offenses	Incidents		
	July 2020	July 2019	July 2018
Forcible Rape		1	
Forcible Fondling		1	
Aggravated Assault		1	1
Simple Assault	1	4	6
Domestic Abuse	3	1	6
Burglary/B&E		2	
Shoplifting	4	7	3
Theft from Vehicle	1	2	8
Theft of Bike		1	
Theft from Building	3	7	4
Theft Vehicle Part	1		
Other Larceny		2	
Motor Vehicle Theft	1	1	1
Counterfeit/Forgery	1	1	
Credit/ATM Fraud	5	1	1
Identify Theft			
Wire Fraud		1	
Vandalism: Business			3
Vandalism: Residence	3	2	1
Vandalism: Vehicle	2	3	4
Vandalism: Other	1	1	1
Vandalism: School			
Weapon Law Violation			
Drug/Narc Violations	4	4	2
Drug Equipment Viol	1		
Drive Under Influence	5	1	3
OWI 2 nd		2	1
OWI 3 rd			
Liquor Law Violation		1	1
Under 21 BAC .02			1
Drunkenness	3	4	5
Disorderly Conduct		2	5
Harassment	1		1
All Other Offenses	5	8	5
False Information	1		
Missing Person	1	1	
Trespassing	2	2	2
Runaway			1
Found Property	1	1	5
Found Animal	1		
Unattended Death			
Animal Bite		2	1

Dispose of Animal			
Warrant Outside	1	13	5
Restraining Order		1	1
10-50 PI Personal Injury			
10-50 PI MV Pedestrian			
10-50 PI Car & Bike			
10-50 PD Prop.	12	10	16
10-50 PD: Hit and Run		1	2
10-50 PD: Police Vehicle			
10-50 PD Under 1000	1		
10-50 PD Under 1500		3	
Assist Other Agency			
Op After Revocation	4	1	
Operate After Suspen	13	7	8
Miscellaneous Public	5		2
Total	87	103	106

July 1 – 31, 2020

Citations	
Animal	2
Dark Windows	1
License Violation	32
Other	0
Parking Violation	1
Registration	6
Seatbelt	3
Tobacco	0
Traffic	42
Warning Notices	263
Loud Stereo	0
TOTAL	350

Salvage Vehicle Inspections: 8

Building Department

As reported by Perry Johnson, Building Official

Permits - By Class - By Type - July 2020						
Class	Permit Type	Date Issued	Valuation		Permit #	Fee
Agricultural						
	Building					
		NONE	\$0.00			\$0.00
	Agricultural Building Valuation Total:		\$0.00	Agricultural Building Fee Total:		\$0.00
Agricultural Valuation Total:			\$0.00	Agricultural Fee Total:		\$0.00
Commercial						
	Building					
		7/6/2020	\$400,000.00		200244	\$1,233.00
		7/10/2020	\$200,000.00		200250	\$733.00
		7/10/2020	\$0.00		200251	\$0.00
	Commercial Building Valuation Total:		\$600,000.00	Commercial Building Fee Total:		\$1,966.00
	Electrical					
		7/6/2020			200240	\$33.25
		7/6/2020			200241	\$40.38
			Commercial Electrical Fee Total:			\$73.63
	Mechanical					
		7/1/2020			200238	\$60.28
		7/10/2020			200254	\$34.76
		7/15/2020			200259	\$330.59
			Commercial Mechanical Fee Total:			\$425.63
	Plumbing					
		7/1/2020			200237	\$92.50
		7/15/2020			200258	\$229.50
			Commercial Plumbing Fee Total:			\$322.00
	Right of Way					
		7/10/2020			200253	\$25.00
		7/20/2020			200264	\$25.00
		7/27/2020			200270	\$25.00
			Commercial Right of Way Fee Total:			\$75.00
	Sign					
		7/1/2020			200235	\$15.00
		7/1/2020			200236	\$15.00
		7/6/2020			200239	\$15.00
		7/6/2020			200242	\$15.00
		7/10/2020			200248	\$30.00
				Commercial Sign Fee Total:		\$90.00
Commercial Valuation Total:			\$600,000.00	Commercial Fee Total:		\$2,952.26

Residential						
	Building					
		7/10/2020	\$17,400.00		200249	\$128.25
		7/15/2020	\$12,532.00		200256	\$97.00
		7/15/2020	\$30,000.00		200260	\$194.50
		7/22/2020	\$15,000.00		200266	\$109.50
		7/27/2020	\$15,000.00		200269	\$110.00
		7/27/2020	\$15,000.00		200271	\$110.00
	Residential Building Valuation Total:		\$104,932.00	Residential Building Fee Total:		\$749.25
	Electrical					
		7/15/2020			200257	\$35.88
		7/15/2020			200261	\$45.96
		7/16/2020			200262	\$43.16
		7/15/2020			200263	\$48.78
		7/27/2020			200268	\$50.48
				Residential Electrical Fee Total:		\$224.26
	Mechanical					
		NONE				\$0.00
				Residential Mechanical Fee Total:		\$0.00
	Plumbing					
		NONE				\$0.00
				Residential Plumbing Fee Total:		\$0.00
	Right of Way					
		7/6/2020			200243	\$25.00
		7/7/2020			200245	\$1,130.00
		7/7/2020			200246	\$25.00
		7/7/2020			200247	\$25.00
		7/10/2020			200252	\$25.00
		7/14/2020			200255	\$25.00
		7/22/2020			200265	\$25.00
		7/24/2020			200267	\$25.00
		7/27/2020			200272	\$25.00
				Residential Right of Way Fee Total:		\$1,330.00
	Sign					
		NONE				\$0.00
				Residential Sign Fee Total:		\$0.00
Residential Valuation Total:			\$104,932.00	Residential Fee Total:		\$2,303.51
Valuation Grand Total:			\$704,932.00	Fee Grand Total:		\$5,255.77

Permits - YTD - through July 2020				
Class	Permit Type	Valuation		Fee
<i>Agricultural</i>				
	Building	\$0.00		\$0.00
	Agricultural Valuation Total:	\$0.00	Agricultural Fee Total:	\$0.00
<i>Commercial</i>				
	Building	\$16,982,906.00		\$33,188.29
	Electrical			\$2,165.65
	Mechanical			\$925.12
	Plumbing			\$1,041.00
	Right of Way			\$626.50
	Sign			\$110.00
	Commercial Valuation Total:	\$16,982,906.00	Commercial Fee Total:	\$38,056.56
<i>Residential</i>				
	Building	\$1,958,432.00		\$9,018.75
	Electrical			\$1,756.82
	Mechanical			\$395.20
	Plumbing			\$674.00
	Right of Way			\$5,020.35
	Sign			\$0.00
	Residential Valuation Total:	\$1,958,432.00	Residential Fee Total:	\$16,865.12
Valuation Grand Total: \$18,941,338.00 Fee Grand Total: \$54,921.68				

Public Works

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

Routine Activities for the month:

Division: Streets; Dale Pottebaum, Street Superintendent

- Maintained signs and signals.
- Maintained gravel roads.
- Placed 76.50 cu. yds. of concrete.
- Repaired CBD lights.
- Maintained traffic signals
- Painted traffic control markings.
- Mowed ditches
- Swept streets.
- Graded alleys.
- Patched potholes.
- Division Safety Meeting: “Backs”, July 27, 2020.

Division: Water; Terry Kluver, Water Superintendent

- Water production:
 - Monthly Total: 53.777 million gallons
 - Daily Average: 1.735 million gallons
 - Daily Maximum: 2.057 million gallons
- Completed 176 Iowa One Call locate requests.
- Meter Department
 - 59 service orders.
 - 11 delinquents.
 - 7 reread.
 - 1 stuck meters.
- Division Safety Meeting: N/A

Division: Sean Kleespies, Wastewater Superintendent

- Wastewater treatment:
 - Monthly Total: 29.955 million gallons
 - Daily Average: 0.966 million gallons
 - Daily Maximum: 1.141 million gallons
- Performed laboratory analysis.
- Completed DNR Monthly Operating Report.
- Daily plant sampling and operations.
- Division Safety Meeting: “IWCA Informer”, June 15, 2020; June 22, 2020.

Special Activities/Accomplishments of particular note:

Division: Streets; Dale Pottebaum, Street Superintendent

- Receiving salt for Summer fill.

Division: Water; Terry Kluver, Water Superintendent

- Placed Water Tower back online after water samples results were received.
- Submitted thirteen (13) samples of the thirty (30) permit-required Lead and Copper samples from home service lines due June 1, 2020 through September 30, 2020.
- Submitted permit-required samples for Total Trihalomethanes (TTHM) and Haloacetic Acids (HAA5) at two locations.

Division: Sean Kleespies, Wastewater Superintendent

- Routine Plant maintenance.
- Sanitary sewer maintenance.
- Repaired air leak on VLR #2.
- Received proposals for a new CCTV system.
- Street Division replaced concrete at the entrance to the Prelim. Building.
- Complete the Lab Proficiency Testing.
- Carroll Controls worked on the Digester Boiler.

Activities planned for next month and other comments:

Division: Streets; Dale Pottebaum, Street Superintendent

- Street repairs and ROW permits.
- Street sweeping.
- Maintain signs and signals.
- Paint traffic control markings.
- Spray mosquitoes, as needed.

Division: Water; Terry Kluver, Water Superintendent

- Work with contractor on 2020 Water Distribution System Main Replacement project.
- Obtain remaining permit-required samples for Lead and Copper.
- Work with Contractor on 2020 Water Supply Well Replacement project.
- Operate Water Division with reduced staff due to Isolation of Essential Service Personnel.

Division: Sean Kleespies, Wastewater Superintendent

- Laboratory Analysis.
- DNR Monthly Operating Report.
- Replace a ballast and UV lamps.
- Replace burner for the Digester Boiler.
- Dewater sludge lagoon.
- Propose purchase of CCTV system.

CAPITAL PROJECT STATUS SUMMARY – 08-13-2020

PROJECT				ANTICIPATED		CONTRACT DATA						
Project Name	Action Plan	CIP	Budget	Estimated Cost	Projected Completion	Contractor	Contract Cost	Start Date	Expenditure	% Complete	Completion Date	Notes
Street Resurfacing 2013	2015 On-going		FY16			JEO Consulting Group, Inc.	\$60,800.00+	09-24-12	\$143,848.36	95%	11-15-13	Plus Hourly Construction Service
						Godbersen-Smith Construction Co.	\$555,808.75		\$563,827.37		11-15-13	
Street Maintenance Building	2017 On-going	FY16	FY14	\$4,977,500	2019	FEH	\$22,500.00	01-25-16	\$22,500.00		05-01-16	Space Needs/ Prelim. Design Design
						FEH DESIGN	\$349,050.00	12-10-18	\$257,499.58		Fall, 2019	
Downtown Streetscape Phase 10	On-going	FY19	FY19	\$1,300,000	2019	Confluence	\$103,475.00	10-22-18	\$96,622.93		04-19	
Downtown Streetscape Phase 11	On-going	FY20		\$1,700,000	2020	Confluence	\$118,775.00	03-19	\$24,083.95		03-20	
Street Resurfacing 2020	On-going	FY20	FY20	\$1,575,000	2020	JEO Consulting Group	\$210,650.00	0-23-19	\$139,042.50		60 Working Days	
						Ten Point Const. Co., Inc.	\$969,625.17	07-20-20	\$148,953.47			
Well and Transmission Main	2014	FY16	FY16			JEO Consulting Group, Inc.	\$383,312.50	07-28-14	\$335,899.36	95%		Contract Completion 11-30-15
Transmission Main – Group A	2014	FY16	FY16			Drake Construction, L.C.	\$790,134.07	03-23-14	\$751,752.95			

PROJECT				ANTICIPATED		CONTACT DATA						
Project Name	Action Plan	CIP	Budget	Estimated Cost	Projected Completion	Contractor	Contract Cost	Start Date	Expenditure	% Complete	Completion Date	Notes
Water Storage Tower		FY20	FY19	\$575,000	2019	JEO Consulting Group, Inc.	\$29,400.00	02-11-19	\$139,870.00	95%	07-01-19	Design
						Utility Service Co., Inc.	\$596,900.00	06-04-19	\$567,055.00		07-04-20	Substantial
Watermain Improvement 2020		FY20	FY20	\$500,000	2020	JEO Consulting Group	\$136,500.00	10-14-19	\$120,166.49		210 Days	
						King Construction	\$797,071.00	04-27-20				
Water Well 2020		FY20	FY20	\$725,000	2020	JEO Consulting Group	\$125,800.00	10-14-19	\$55,521.61		210 Days	
						Sargent Drilling	\$568,790.00	04-27-20				
Leachate Forcemain & Gravity Sewer						King Construction	\$661,257.50 Total \$370,434.53 City	07-18-16	CCSWMC \$325,605.01		08-31-16	CCSWMC Contract

Parks and Recreation

As reported by Jack Wardell, Parks and Recreation Director

Routine Activities for the month:

Parks: Tom Weber, Parks Superintendent

- Daily garbage routes
- Clean and disinfect bathrooms daily
- Shelter house rentals
- Mow as needed
- Trim trees
- Water trees and flowers
- Checked all park playgrounds for safety concerns and repairs
- Weedeat as needed
- Get slow pitch fields ready weekly

Golf: Scott Haakenson, Golf Superintendent

- Mowed tees 13 times
- Mowed fairways 13 times
- Mowed collars 15 times
- Mowed greens 31 times
- Verticut greens 3 times
- Cut cups 11 times
- Mowed rough as needed
- Sprayed greens and tees as needed
- Irrigated daily
- Serviced mowers as needed

Cemetery: Jake Bruggeman, Cemetery Sexton

- Performed the duties of nine funerals. Seven were full burials and two cremation burials. Two of which were on Saturdays. Two funerals also on the July 3rd observed holiday.
- Dug nine graves.
- Sold two grave spaces.
- Assisted several people looking for graves.
- Mowed as the weather allowed.
- Turned in all paperwork and money received for funerals and sold spaces.
- Removed weeds from flower beds.
- Emptied garbage cans as needed.
- Sprayed weeds throughout cemetery.
- String trimmed around stones.
- Edged around all sections/blocks in cemetery and outside the cemetery along the roads.
- Seeded several graves and around new stones.
- Watered new graves and new seedings around stones.
- Removed two dead trees.

- Routine mower maintenance: Sharpened blades, fixed leaking tire, re-welded broken exhaust, greased, and cleaned mower decks.
- Filled ruts along roads in cemetery.

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: Tom Weber, Parks Superintendent

- Get little league fields and bathrooms ready for the season
- Repair irrigation at slow pitch complex
- Lay out soccer fields for soccer camp
- Power wash and refill supplies in bathrooms at soccer complex

Golf: Scott Haakenson, Golf Superintendent

- Spread grub control plus fertilizer on tees and fairways
- Prepared course for 5 tournaments
- Fixed irrigation line break
- Placed memorial bench on 13 white tee

Cemetery: Jake Bruggeman, Cemetery Sexton

- Met with the city council and city hall staff about a new ordinance referring to graveside decorations.
- Sanded and repainted boards for war memorial. Created new boards for seating in baby land.

Building Maintenance: Andy Snyder, Building Maintenance Specialist

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

- Theater rentals
- Floor drains at Rec Center
- Finishing budget items
- Next year's budget items
- Night cleaning 24/7 operations.
- A/C and heating repairs at city buildings
- Finishing budget items
- Replaced slide pump at Aquatic Center
- Replaced chemical lines at Rec and Aquatic
- Air filters around city buildings
- Power service at middle school crossing lights
- Bus barn storm siren

Activities planned for next month and other comments:

Parks: Tom Weber, Parks Superintendent

- Water plants as needed
- Over-seed areas
- Re-seed by Library and the Police Station
- Mow
- Garbage routes
- Paint
- Soccer fields

Golf: Scott Haakenson, Golf Superintendent

- Aerify tees and seed
- Seed weak areas in fairways

Cemetery: Jake Bruggeman, Cemetery Sexton

- Continue mowing and trimming.
- Trim low hanging limbs.
- Prepare for funerals as needed.
- Keep after weeds as they show up.

Building Maintenance: Andy Snyder, Building Maintenance Specialist

- Aquatic Center Closing

Safety Topic:

- Covid-19 awareness
- Tree cutting
- Hearing protection

CITY OF CARROLL MONTHLY ACTIVITY REPORT



Department/Division Carroll Public Library

Month July Year 2020

Person preparing report Rachel Van Erdewyk

Routine activities for the month/statistics:

Program Attendance:

Tech Help Fridays (canceled)	0
Children's Library Programs (canceled)	0
Children's Programs Outreach (canceled)	0
Diane's Read Aloud—Facebook Live	7,467
Crafty Library Ladies (canceled)	0
Summer Storytime	73
Curbside Pickup	141

Monthly Statistics:

Total Print Circulation	9,330
BRIDGES Circulation	1,349
Consumer Reports	0
Public Computer Use	78
Wi-Fi Use	80
Website Visits	3,376
Gale Databases	4
Global Road Warrior	0
Learning Express	44
Freegal	816
Transparent Language	1
Chilton Auto Manual	3
eMagazine Circulation	75
Daily Times Herald Archives Views	11,317
Lynda.com	53
RBDigital eAudiobooks	20
Brainfuse	4

Total Program Attendance	7,681
Monthly Door Count	2,313

Total Resources Utilized	26,553
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Special activities/accomplishments:

- 1) Children's Programs:** Miss Diane has continued her daily Facebook live video of reading stories to children. July continued our online Summer Reading Program Shows and final numbers for viewings will be available in the August report. Miss Diane also started at the end of July inviting the daycares for a special storytime in the library on Tuesdays and Thursdays when the library is closed to the public.
- 2) Chat with Librarians via Text:** The library has implemented a new feature called Gabbie, which allows two-way texting between the library staff and patrons. Text the library at 712-221-8461 to easily renew your books, check the status of your account, or ask a reference question!

- 3) **Brainfuse—Online Library Resource:** The school year is right around the corner! Patrons have free access to a variety of tools through Brainfuse such as virtual study rooms, a writing lab to submit papers and other documents for review, live help with the FAFSA, and live online tutoring. Check Brainfuse out here to get started: <http://main.carrollpubliclibrary.iowa.h.brainfuse.com>

Library Statistics from July 2019-July 2020

