

# City of Carroll

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112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

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**GOVERNMENTAL BODY:** Carroll City Council

**DATE OF MEETING:** December 14, 2020

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

**LOCATION OF MEETING:** City Hall Council Chambers

**[www.cityofcarroll.com](http://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 December 14, 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) 626-6799

Then when prompted, enter the following Access Code: 886 272 2794#

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://zoom.us/j/8862722794>

Similar to a regular City Council meeting, participants will be invited to provide feedback at various points during the meeting. Participants are requested to keep their mics muted until invited by the Mayor or Council to provide feedback. Participants calling in can unmute and mute their phone by dialing \*6. Participants using a computer, tablet or smartphone can unmute and mute themselves by clicking on the mute/unmute button in the bottom left corner of the zoom program. Participants who unmute themselves outside of feedback periods may be muted by the City and/or removed from the 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. Roll Call
- III. Consent Agenda
  - A. Approval of Minutes of the November 23 Meeting
  - B. Approval of Bills and Claims
  - C. Licenses and Permits:
    - 1. Renewal of Class "C" Liquor License with Sunday Sales – *Kerps Bar & Grill*
  - D. Appointment of 2021 Fire Department Officers
  - E. Street Maintenance Building – Change of Architect of Record
  - F. Change the December 28 Council Meeting to December 21, 2020
- IV. Oral Requests and Communications from the Audience
- V. Ordinances
  - A. Rental Housing Code - Amendment
- VI. Resolutions
  - A. 224 N Main Street Property Sale and Redevelopment
    - 1. Public Hearing
    - 2. Resolution for the Sale of the City Interest in Real Estate
- VII. Reports
  - None
- ~~VIII. Committee Reports~~
- IX. Comments from the Mayor
  - A. 2021 Mayor Pro-Tem – Jerry Fleshner
- X. Comments from the City Council
- XI. Comments from the City Manager

- XII. Closed Session per Iowa Code 21.5(1)(c) – Strategy with Legal Counsel to discuss strategy with legal counsel in matters that are presently in litigation or where litigation is imminent and where its disclosure would be likely to prejudice or disadvantage the government
- XIII. Open Session – Discussion and action on Closed Session pursuant to authority in Iowa Code 21.5(1)(c)
- XIV. Adjourn

December/January Meetings:

Airport Commission – December 14, 2020 – Airport Terminal Building - 21177 Quail Avenue  
Library Board of Trustees – December 21, 2020 – Carroll Public Library – 118 E 5<sup>th</sup> Street  
City Council – December 28, 2020 (or December 21, 2020) – City Hall – 627 N Adams Street  
Board of Adjustment – January 4, 2021 – City Hall – 627 N Adams Street  
Parks, Recreation and Cultural Advisory Board – January 4, 2021 – Rec Center – 716 N Grant Road  
City Council – January 11, 2021 – City Hall – 627 N Adams Street  
Airport Commission – January 11, 2021 – Airport Terminal Building - 21177 Quail Avenue  
Planning and Zoning Commission – January 13, 2021 – City Hall - 627 N Adams Street  
Library Board of Trustees – January 18, 2021 – Carroll Public Library – 118 E 5<sup>th</sup> Street  
City Council Budget Workshop – January 18, 2021 – City Hall - 627 N Adams Street  
City Council Budget Workshop – January 20, 2021 – City Hall - 627 N Adams Street  
City Council – January 25, 2021 – City Hall – 627 N Adams Street  
City Council Budget Workshop – January 27, 2021 – 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

NOVEMBER 23, 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 November 23, 2020 City Council meeting. However, the meeting was held telephonically or via Zoom web conferencing. The public was able to hear and participate in the Council meeting by calling into a publicly posted 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.

\* \* \* \* \*

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

\* \* \* \* \*

It was moved by Haley, seconded by Kots, to approve the following items on the consent agenda: a) minutes of the November 9, 2020 Council meeting, as written; b) bills and claims in the amount of \$802,558.41; c) the following licenses and permits: Renewal of Class "C" Beer Permit with Class "B" Native Wine Permit with Sunday Sales – *Kimmes Carroll Country Store 1*, Renewal of Class "C" Beer Permit with Class "B" Native Wine Permit with Sunday Sales – *Kimmes Carroll Country Store 2*, Renewal of Class "C" Liquor License with Outdoor Service – *Ossy's Show Club/Piranha Club*, and Renewal of Class "E" Liquor License with Class "B" Native Wine Permit and Class "C" Beer Permit (Carryout Beer) with Sunday Sales – *Sparky's One Stop*; and d) Change Order No. 2 to the Water Supply Well Replacement – 2020 Project by adding 66 days to the Substantial Completion and Final Completion times. On roll call, all present voted aye. Absent: None. Motion carried.

\* \* \* \* \*

There were no oral requests or communications from the audience.

\* \* \* \* \*

It was moved by Kots, seconded by Siemann, to approve the third reading of the Ordinance Amending the Code of Ordinances by Adding a New Chapter for Rental Housing

Code. Margaret Saddoris and Leo Kasparbauer addressed Council on this issue. On roll call, all present voted aye except Dirkx and Fleshner voted nay. Absent: None. Motion carried.

It was moved by Haley, seconded by Siemann, to adopt said Ordinance No. 2019. On roll call, all present voted aye except Dirkx and Fleshner voted nay. Absent: None. Motion carried.

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It was moved by Haley, seconded by Kots, to approve Resolution No. 20-91, Setting Rental Housing Fees. On roll call, all present voted aye. Absent: None. Motion carried.

\* \* \* \* \*

It was moved by Haley, seconded by Boes, to approve Resolution No. 20-92, Setting Salaries/Wages for the Code Compliance Officer of the City of Carroll for Fiscal Year 2020/2021. On roll call, all present voted aye. Absent: None. Motion carried.

\* \* \* \* \*

It was moved by Fleshner, seconded by Haley, to approve Resolution No. 20-93, Setting a Public Hearing for December 14, 2020 for the Proposed Sale and Redevelopment of 224 N Main Street to Rowland Real Estate LLC for \$1,000.00. Andy Rowland, owner of Rowland Real Estate LLC, and Margaret Saddoris addressed Council on this issue. On roll call, all present voted aye. Absent: None. Motion carried.

\* \* \* \* \*

It was moved by Kots, seconded by Fleshner, to approve Resolution No. 20-94, Amendment to the Professional Services Agreement in the amount of an additional \$2,000 with Shive Hattery for the Carroll Trails Plan Segment III – 2020 Project. On roll call, all present voted aye. Absent: None. Motion carried.

\* \* \* \* \*

It was moved by Dirkx, seconded by Haley, to waive any platting irregularities and approve Resolution No. 20-95, Preliminary Plat for Wendl Subdivision Plat 2. On roll call, all present voted aye. Absent: None. Motion carried.

\* \* \* \* \*

It was moved by Haley, seconded by Dirkx, to waive any platting irregularities and approve Resolution No. 20-96, Final Plat for Wendl Subdivision Plat 2. On roll call, all present voted aye. Absent: None. Motion carried.

\* \* \* \* \*

It was moved by Fleshner, seconded by Kots, to approve Resolution No. 20-97, as amended, Annual Tax Increment Finance Appropriations for FY 2022 for the tax increment grant

to Biokinometrics Holdings LLC and DMBA Properties & Consulting, Inc. Dr. Steve Kraus, President of Biokinometrics Holdings LLC and DMBA Properties & Consulting, Inc., addressed Council on this issue. On roll call, all present voted aye except Siemann voted nay. Absent: None. Motion carried.

\* \* \* \* \*

It was moved by Fleshner, seconded by Haley, to approve Resolution No. 20-98, Authorizing a Loan to the Corridor of Commerce Capital Project Fund from the Water Utility Fund with Repayment from the Downtown Urban Renewal Tax Increment Revenue Fund. On roll call, all present voted aye. Absent: None. Motion carried.

\* \* \* \* \*

It was moved by Kots, seconded by Haley, to go into closed session at 6:12 p.m. per Iowa Code 21.5(1)(c) – Strategy with Legal Counsel. On roll call, all present voted aye. Absent: None. Motion carried.

\* \* \* \* \*

It was moved by Fleshner, seconded by Haley, to go back into open session at 7:14 p.m. On roll call, all present voted aye. Absent: None. Motion carried.

\* \* \* \* \*

It was moved by Fleshner, seconded by Haley, to adjourn at 7:15 p.m. On roll call, all present voted aye. Absent: None. Motion carried.

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Eric P. Jensen, Mayor

ATTEST:

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Laura A. Schaefer, City Clerk

12-10-2020 02:04 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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PAID ITEMS DATES	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
: 11/20/2020 THRU 12/10/2020		11/20/2020 THRU 12/10/2020	11/20/2020 THRU 12/10/2020
PARTIALLY ITEMS DATES: 11/20/2020 THRU 12/10/2020		11/20/2020 THRU 12/10/2020	11/20/2020 THRU 12/10/2020
UNPAID ITEMS DATES :		11/20/2020 THRU 12/10/2020	11/20/2020 THRU 12/10/2020

VENDOR	----- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	-----BALANCE-----
01-001720	ACCESS SYSTEMS	COPIER CONTRACT	94.11	0.00	000000	0/00/00	94.11
		** TOTALS **	94.11	0.00			94.11
01-001621	ACE HARDWARE	SUPPLIES	17.64	0.00	000000	0/00/00	17.64
01-001621	ACE HARDWARE	SUPPLIES	15.98	0.00	000000	0/00/00	15.98
01-001621	ACE HARDWARE	BREAKFAST WITH SANTA SUPPLIES	15.96	0.00	000000	0/00/00	15.96
01-001621	ACE HARDWARE	BREAKFAST WITH SANTA SUPPLIES	19.95	0.00	000000	0/00/00	19.95
01-001621	ACE HARDWARE	SUPPLIES	3.98	0.00	000000	0/00/00	3.98
01-001621	ACE HARDWARE	BREAKFAST WITH SANTA SUPPLIES	21.98	0.00	000000	0/00/00	21.98
01-001621	ACE HARDWARE	SUPPLIES	29.90	0.00	000000	0/00/00	29.90
01-001621	ACE HARDWARE	BREAKFAST WITH SANTA SUPPLIES	20.76	0.00	000000	0/00/00	20.76
01-001621	ACE HARDWARE	CLEANING SUPPLIES	39.98	0.00	000000	0/00/00	39.98
01-001621	ACE HARDWARE	KEYS FOR CASH BOX - CRO	12.95	0.00	000000	0/00/00	12.95
01-001621	ACE HARDWARE	LIGHT BULBS	11.99	0.00	000000	0/00/00	11.99
		** TOTALS **	211.07	0.00			211.07
01-001910	AHLERS & COONEY P.C.	MISC UR MATTERS	274.50	0.00	000000	0/00/00	274.50
01-001910	AHLERS & COONEY P.C.	GENERAL LEGAL MATTERS	200.00	0.00	000000	0/00/00	200.00
		** TOTALS **	474.50	0.00			474.50
01-003733	ALLEN ANNEBERG	REC MEMBERSHIP REFUND	106.19	106.19-	119759	11/25/20	0.00
		** TOTALS **	106.19	106.19-			0.00
01-012650	ALLIANT ENERGY-IES UTILIT	GAS BILLS	5,179.04	5,179.04-	119779	12/10/20	0.00
		** TOTALS **	5,179.04	5,179.04-			0.00
01-002080	AMAZON/SYNCHRONY BANK	BOOKS AND VIDEOS	218.06	218.06-	119758	11/25/20	0.00
		** TOTALS **	218.06	218.06-			0.00
01-002861	ANTHONY AMDOR	MILEAGE - VEST FITTING	104.65	104.65-	119775	12/10/20	0.00
		** TOTALS **	104.65	104.65-			0.00
01-002370	ARNOLD MOTOR SUPPLY	PICKUP OIL AND FILTERS	44.74	0.00	000000	0/00/00	44.74
01-002370	ARNOLD MOTOR SUPPLY	REPAIR PARTS	91.59	0.00	000000	0/00/00	91.59
		** TOTALS **	136.33	0.00			136.33
01-000048	AVAILA BANK	12/1/2020 INTEREST PAYMENT	19,543.97	19,543.97-	119763	12/01/20	0.00
		** TOTALS **	19,543.97	19,543.97-			0.00
01-002805	BADDING CONSTRUCTION CO.	LIBRARY PROJECT - FINAL	4,334.00	0.00	000000	0/00/00	4,334.00
		** TOTALS **	4,334.00	0.00			4,334.00
01-001943	BAUER BUILT TIRE CENTER	#31 TIRE REPAIRS	31.50	0.00	000000	0/00/00	31.50
		** TOTALS **	31.50	0.00			31.50

12-10-2020 02:04 PM  
 VENDOR SET: 01 City of Carroll  
 REPORTING: PAID, UNPAID, PARTIAL

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=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES : 11/20/2020 THRU 12/10/2020	11/20/2020 THRU 12/10/2020	11/20/2020 THRU 12/10/2020
PARTIALLY ITEMS DATES: 11/20/2020 THRU 12/10/2020	11/20/2020 THRU 12/10/2020	11/20/2020 THRU 12/10/2020
UNPAID ITEMS DATES :	11/20/2020 THRU 12/10/2020	11/20/2020 THRU 12/10/2020

VENDOR	---- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----BALANCE----
01-003400	BEELNER SERVICE INC.	SPRINKLER SYSTEM DRAINING	1,160.00	0.00	000000	0/00/00	1,160.00
		** TOTALS **	1,160.00	0.00			1,160.00
01-000949	BOHLMANN INC.	BENCH FOR TRYON	640.00	0.00	000000	0/00/00	640.00
		** TOTALS **	640.00	0.00			640.00
01-003515	BOMGAARS	SUPPLIES RETURNED	8.57-	0.00	000000	0/00/00	8.57-
01-003515	BOMGAARS	WATER HOSES	97.97	0.00	000000	0/00/00	97.97
01-003515	BOMGAARS	SUPPLIES	23.97	0.00	000000	0/00/00	23.97
01-003515	BOMGAARS	SAMPLER FITTINGS	9.54	0.00	000000	0/00/00	9.54
01-003515	BOMGAARS	HAND SANITIZER AND WIPES	136.63	0.00	000000	0/00/00	136.63
01-003515	BOMGAARS	#24 SIDEBORD REPAIRS	101.85	0.00	000000	0/00/00	101.85
01-003515	BOMGAARS	FRAME SUPPLIES	17.94	0.00	000000	0/00/00	17.94
01-003515	BOMGAARS	SUPPLIES	68.46	0.00	000000	0/00/00	68.46
01-003515	BOMGAARS	SPRAY PAINT	10.97	0.00	000000	0/00/00	10.97
01-003515	BOMGAARS	SPRAY PAINT	11.96	0.00	000000	0/00/00	11.96
01-003515	BOMGAARS	REMOTE BATTERIES	9.98	0.00	000000	0/00/00	9.98
01-003515	BOMGAARS	PTO PINS	20.54	0.00	000000	0/00/00	20.54
01-003515	BOMGAARS	SUPPLIES	9.99	0.00	000000	0/00/00	9.99
		** TOTALS **	511.23	0.00			511.23
01-003661	BREDA TELEPHONE CORPORATI	LOCAL AND LONG DISTANCE	2,093.58	2,093.58-	119778	12/10/20	0.00
		** TOTALS **	2,093.58	2,093.58-			0.00
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	50.00	0.00	000000	0/00/00	50.00
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	231.00	0.00	000000	0/00/00	231.00
01-004138	CAPITAL SANITARY SUPPLY	BOWL CLEANER	2.00	0.00	000000	0/00/00	2.00
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	92.02	0.00	000000	0/00/00	92.02
		** TOTALS **	375.02	0.00			375.02
01-004133	CARROLL BROADCASTING CO.	RADIO ADS	100.00	0.00	000000	0/00/00	100.00
01-004133	CARROLL BROADCASTING CO.	RADIO ADS	100.00	0.00	000000	0/00/00	100.00
01-004133	CARROLL BROADCASTING CO.	RADIO ADS	100.00	0.00	000000	0/00/00	100.00
		** TOTALS **	300.00	0.00			300.00
01-004155	CARROLL COUNTY	GASOLINE	2,501.52	0.00	000000	0/00/00	2,501.52
		** TOTALS **	2,501.52	0.00			2,501.52
01-004173	CARROLL COUNTY 911 FUND	2 PAGERS (COST SHARE)	230.17	0.00	000000	0/00/00	230.17
		** TOTALS **	230.17	0.00			230.17
01-004200	CARROLL LUMBER	SUPPLIES	16.45	0.00	000000	0/00/00	16.45
01-004200	CARROLL LUMBER	BREAKFAST WITH SANTA SUPPLIES	191.85	0.00	000000	0/00/00	191.85

12-10-2020 02:04 PM  
VENDOR SET: 01 City of Carroll  
REPORTING: PAID, UNPAID, PARTIAL

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PAID ITEMS DATES	: 11/20/2020 THRU 12/10/2020	11/20/2020 THRU 12/10/2020	11/20/2020 THRU 12/10/2020
PARTIALLY ITEMS DATES:	11/20/2020 THRU 12/10/2020	11/20/2020 THRU 12/10/2020	11/20/2020 THRU 12/10/2020
UNPAID ITEMS DATES	:	11/20/2020 THRU 12/10/2020	11/20/2020 THRU 12/10/2020

VENDOR	----	VENDOR NAME	-----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----	BALANCE	----
				** TOTALS **	208.30	0.00				208.30	
01-002977		CARROLL REFUSE SERVICE		NOV. TRASH COLLECTIONS	11,900.55	11,900.55-	119776	12/10/20		0.00	
				** TOTALS **	11,900.55	11,900.55-				0.00	
01-004237		CARROLL VETERINARY CLINIC		JANUARY DOG CARE CONTRACT	650.00	0.00	000000	0/00/00		650.00	
				** TOTALS **	650.00	0.00				650.00	
01-001148		CERTIFIED TESTING SERVICE		SOILS & CONCRETE TESTING	1,382.00	0.00	000000	0/00/00		1,382.00	
				** TOTALS **	1,382.00	0.00				1,382.00	
01-003633		CLEANING SOLUTIONS INC		NOV. CITY HALL CLEANING	2,080.00	0.00	000000	0/00/00		2,080.00	
01-003633		CLEANING SOLUTIONS INC		NOV. POLICE DEPT CLEANING	624.00	0.00	000000	0/00/00		624.00	
				** TOTALS **	2,704.00	0.00				2,704.00	
01-004835		COMMERCIAL SAVINGS BANK		NOV ACH PROCESSING FEES	123.54	123.54-	000000	11/23/20		0.00	
01-004835		COMMERCIAL SAVINGS BANK		12/1/2020 INTEREST PAYMENT	8,466.71	8,466.71-	119769	12/01/20		0.00	
01-004835		COMMERCIAL SAVINGS BANK		FEDERAL WITHHOLDINGS	13,792.31	13,792.31-	000941	12/03/20		0.00	
01-004835		COMMERCIAL SAVINGS BANK		FICA WITHHOLDING	14,114.14	14,114.14-	000941	12/03/20		0.00	
01-004835		COMMERCIAL SAVINGS BANK		MEDICARE WITHHOLDING	4,460.72	4,460.72-	000941	12/03/20		0.00	
				** TOTALS **	40,957.42	40,957.42-				0.00	
01-000366		COMPUTER & NETWORK SPEC		MISC COMPUTER ISSUES	75.00	0.00	000000	0/00/00		75.00	
01-000366		COMPUTER & NETWORK SPEC		EMAIL ISSUE	30.00	0.00	000000	0/00/00		30.00	
01-000366		COMPUTER & NETWORK SPEC		LAPTOP SETUP	120.00	0.00	000000	0/00/00		120.00	
				** TOTALS **	225.00	0.00				225.00	
01-003145		CORE AND MAIN LP		METERS	2,226.00	0.00	000000	0/00/00		2,226.00	
				** TOTALS **	2,226.00	0.00				2,226.00	
01-002934		COREY & RON'S LAWN SERVIC		NUISANCE - EUGENE TIGGES	605.00	0.00	000000	0/00/00		605.00	
				** TOTALS **	605.00	0.00				605.00	
01-003485		DALE POTTEBAUM		STEEL TOED BOOTS	166.92	166.92-	119777	12/10/20		0.00	
				** TOTALS **	166.92	166.92-				0.00	
01-000854		DEARBORN NATIONAL		DEC. LIFE INSURANCE PREMIUMS	322.24	322.24-	119766	12/01/20		0.00	
				** TOTALS **	322.24	322.24-				0.00	
01-006270		DREES HEATING & PLUMBING		FIRE ALARM BATTERY	68.57	0.00	000000	0/00/00		68.57	
				** TOTALS **	68.57	0.00				68.57	
01-006275		DREES OIL CO. INC.		PROPANE	178.27	0.00	000000	0/00/00		178.27	
01-006275		DREES OIL CO. INC.		PROPANE	150.22	0.00	000000	0/00/00		150.22	

12-10-2020 02:04 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  
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PAID ITEMS DATES	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
: 11/20/2020 THRU 12/10/2020		11/20/2020 THRU 12/10/2020	11/20/2020 THRU 12/10/2020
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UNPAID ITEMS DATES :		11/20/2020 THRU 12/10/2020	11/20/2020 THRU 12/10/2020

VENDOR	---- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----BALANCE----
01-006275	DREES OIL CO. INC.	DIESEL FUEL	730.52	0.00	000000	0/00/00	730.52
		** TOTALS **	1,059.01	0.00			1,059.01
01-012590	ECHO ELECTRIC SUPPLY	ELECTRICAL CELLS	110.00	0.00	000000	0/00/00	110.00
01-012590	ECHO ELECTRIC SUPPLY	ELECTRICAL BOX COVER	8.41	0.00	000000	0/00/00	8.41
01-012590	ECHO ELECTRIC SUPPLY	BALLAST FOR LIGHTS	15.47	0.00	000000	0/00/00	15.47
01-012590	ECHO ELECTRIC SUPPLY	SUPPLIES LITTLE LEAGUE FIELD	165.00	0.00	000000	0/00/00	165.00
01-012590	ECHO ELECTRIC SUPPLY	DRILL BITS	9.88	0.00	000000	0/00/00	9.88
01-012590	ECHO ELECTRIC SUPPLY	REPAIR PARTS	57.77	0.00	000000	0/00/00	57.77
		** TOTALS **	366.53	0.00			366.53
01-006810	ECOWATER SYSTEMS	SOFTNER SALT	87.60	0.00	000000	0/00/00	87.60
		** TOTALS **	87.60	0.00			87.60
01-008050	FASTENAL COMPANY	SAFETY VESTS (CAREY & RANDY)	21.90	0.00	000000	0/00/00	21.90
01-008050	FASTENAL COMPANY	SAFETY VESTS	29.96	0.00	000000	0/00/00	29.96
		** TOTALS **	51.86	0.00			51.86
01-000633	FILTER CARE	FILTER CLEANING	87.66	0.00	000000	0/00/00	87.66
		** TOTALS **	87.66	0.00			87.66
01-001946	FIRE SERVICE TRAINING BUR	FF1 TEST FEE STRAUTMAN	50.00	0.00	000000	0/00/00	50.00
		** TOTALS **	50.00	0.00			50.00
01-002806	FOUNDATION ANALYTICAL LAB	LAB TESTING	1,217.90	0.00	000000	0/00/00	1,217.90
01-002806	FOUNDATION ANALYTICAL LAB	LAB TESTING	384.90	0.00	000000	0/00/00	384.90
		** TOTALS **	1,602.80	0.00			1,602.80
01-003534	FUSEBOX MARKETING	WEBSITE MAINTENANCE DEC.	255.00	0.00	000000	0/00/00	255.00
		** TOTALS **	255.00	0.00			255.00
01-009315	GALL'S INC.	BOOTS RETURNED	215.28-	0.00	000000	0/00/00	215.28-
01-009315	GALL'S INC.	AMDOR BOOTS	223.56	0.00	000000	0/00/00	223.56
01-009315	GALL'S INC.	GAS MASK	81.37	0.00	000000	0/00/00	81.37
		** TOTALS **	89.65	0.00			89.65
01-009535	GENERAL RENTAL	AIR COMPRESSOR RENTAL	316.00	0.00	000000	0/00/00	316.00
01-009535	GENERAL RENTAL	CHAIN FOR CHAINSAW	44.00	0.00	000000	0/00/00	44.00
01-009535	GENERAL RENTAL	BATTERY	80.00	0.00	000000	0/00/00	80.00
		** TOTALS **	440.00	0.00			440.00
01-010605	HACH CHEMICAL COMPANY	LAB SUPPLIES	584.95	0.00	000000	0/00/00	584.95
		** TOTALS **	584.95	0.00			584.95

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UNPAID ITEMS DATES	:	11/20/2020 THRU 12/10/2020	11/20/2020 THRU 12/10/2020

VENDOR	----	VENDOR NAME	-----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----	BALANCE	----
01-010615		HALEY IMPLEMENT CO.		36 INCH STAND ON MOWER	5,750.00	0.00	000000	0/00/00		5,750.00	
01-010615		HALEY IMPLEMENT CO.		RENTAL - TRAC LOADER	1,125.00	0.00	000000	0/00/00		1,125.00	
				** TOTALS **	6,875.00	0.00				6,875.00	
01-005410		HERALD PUBLISHING COMPANY		ADS FOR BOARD MEMBERS	55.00	0.00	000000	0/00/00		55.00	
01-005410		HERALD PUBLISHING COMPANY		LEGAL PUBLICATIONS	621.46	0.00	000000	0/00/00		621.46	
				** TOTALS **	676.46	0.00				676.46	
01-003586		HOLLY SCHAEFER		SOCCER REFUND	50.00	50.00-	119795	12/10/20		0.00	
				** TOTALS **	50.00	50.00-				0.00	
01-003295		IMPACT7G INC		224 N MAIN - LSI	4,500.00	0.00	000000	0/00/00		4,500.00	
				** TOTALS **	4,500.00	0.00				4,500.00	
01-012540		IMWCA		WORKER COMP #6	5,148.00	0.00	000000	0/00/00		5,148.00	
				** TOTALS **	5,148.00	0.00				5,148.00	
01-012578		INTERNATIONAL INSTITUTE		IIMC DUES	175.00	0.00	000000	0/00/00		175.00	
				** TOTALS **	175.00	0.00				175.00	
01-012600		IOWA ASSN OF BLDG OFFICIA		IABO MEMBERSHIPS	105.00	0.00	000000	0/00/00		105.00	
				** TOTALS **	105.00	0.00				105.00	
01-001538		IOWA FINANCE AUTHORITY		12/1/2020 INTEREST PAYMENT	29,715.00	29,715.00-	000000	12/01/20		0.00	
				** TOTALS **	29,715.00	29,715.00-				0.00	
01-000473		IOWA SAVINGS BANK		12/1/2020 INTEREST PAYMENT	12,629.50	12,629.50-	119764	12/01/20		0.00	
				** TOTALS **	12,629.50	12,629.50-				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	
01-013917		JEO CONSULTING GROUP INC.		WATER DISTR. MAINT RPLC.	2,820.00	0.00	000000	0/00/00		2,820.00	
01-013917		JEO CONSULTING GROUP INC.		WATER SUPPLY WELL	3,627.00	0.00	000000	0/00/00		3,627.00	
				** TOTALS **	6,447.00	0.00				6,447.00	
01-000994		KABEL BUSINESS SERVICES - NOV.		FLEX AND HRA FEES	266.20	266.20-	000000	12/08/20		0.00	
				** TOTALS **	266.20	266.20-				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	
01-003694		KEVIN SHIRES		PARKING FINE REFUND	57.00	57.00-	119796	12/10/20		0.00	
				** TOTALS **	57.00	57.00-				0.00	

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VENDOR	----- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	-----BALANCE----
01-001550	KING CONSTRUCTION LLC	WATER MAIN REPLACEMENT #3	84,687.72	0.00	000000	0/00/00	84,687.72
		** TOTALS **	84,687.72	0.00			84,687.72
01-002914	LOU'S GLOVES INC	BLACK LATEX GLOVES	139.00	0.00	000000	0/00/00	139.00
		** TOTALS **	139.00	0.00			139.00
01-003481	MARCO TECHNOLOGIES LLC	COPIER CONTRACT	28.24	0.00	000000	0/00/00	28.24
		** TOTALS **	28.24	0.00			28.24
01-012680	MID AMERICAN ENERGY	ELECTRIC BILLS	37,106.15	37,106.15-	119780	12/10/20	0.00
		** TOTALS **	37,106.15	37,106.15-			0.00
01-003737	MIDWEST OFFICE AUTOMATION	PLOTTER	7,852.90	0.00	000000	0/00/00	7,852.90
		** TOTALS **	7,852.90	0.00			7,852.90
01-017585	MIDWEST WHOLESALE	#24 SIDE BOARDS	93.36	0.00	000000	0/00/00	93.36
01-017585	MIDWEST WHOLESALE	REPAIR PARTS	616.50	0.00	000000	0/00/00	616.50
		** TOTALS **	709.86	0.00			709.86
01-002596	MOHR SAND GRAVEL & CONSTR	ROW - 1315 HIGHLAND DR	864.50	0.00	000000	0/00/00	864.50
		** TOTALS **	864.50	0.00			864.50
01-017730	MOORHOUSE READY MIX CO.	ROW - 1127 N CARROLL	278.00	0.00	000000	0/00/00	278.00
		** TOTALS **	278.00	0.00			278.00
01-018408	NAPA AUTO PARTS	#22 WIPER BLADES	18.50	0.00	000000	0/00/00	18.50
01-018408	NAPA AUTO PARTS	CHIPPER FILTERS	103.39	0.00	000000	0/00/00	103.39
01-018408	NAPA AUTO PARTS	#28 HOSE AND FITTING	43.73	0.00	000000	0/00/00	43.73
01-018408	NAPA AUTO PARTS	TRAILER BRAKE LIGHT	109.98	0.00	000000	0/00/00	109.98
		** TOTALS **	275.60	0.00			275.60
01-020203	OFFICE STOP	OFFICE SUPPLIES	54.58	0.00	000000	0/00/00	54.58
01-020203	OFFICE STOP	SHOP RECORD BOOK	69.99	0.00	000000	0/00/00	69.99
		** TOTALS **	124.57	0.00			124.57
01-021050	P & H WHOLESALE INC.	HYDRANT REPAIR KIT	61.19	0.00	000000	0/00/00	61.19
		** TOTALS **	61.19	0.00			61.19
01-001949	PERFORMANCE TIRE & SERVIC	#18 BATTERY	216.62	0.00	000000	0/00/00	216.62
01-001949	PERFORMANCE TIRE & SERVIC	MOWER TIRE	140.00	0.00	000000	0/00/00	140.00
01-001949	PERFORMANCE TIRE & SERVIC	TRACTOR TIRE	250.23	0.00	000000	0/00/00	250.23
01-001949	PERFORMANCE TIRE & SERVIC	OIL CHANGE #17	23.75	0.00	000000	0/00/00	23.75
01-001949	PERFORMANCE TIRE & SERVIC	#16 OIL CHANGE/BRAKES/PADS	464.83	0.00	000000	0/00/00	464.83

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VENDOR	---- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----BALANCE----
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01-001949	PERFORMANCE TIRE & SERVIC	#15 OIL CHANGE	26.69	0.00	000000	0/00/00	26.69
01-001949	PERFORMANCE TIRE & SERVIC	#18 - OIL CHANGE	30.84	0.00	000000	0/00/00	30.84
01-001949	PERFORMANCE TIRE & SERVIC	#20 OIL CHANGE	28.23	0.00	000000	0/00/00	28.23
01-001949	PERFORMANCE TIRE & SERVIC	#19 OIL CHANGE	25.92	0.00	000000	0/00/00	25.92
		** TOTALS **	1,207.11	0.00			1,207.11
<hr/>							
01-003148	PFM FINANCIAL ADVISORS LL	FINANCIAL ADVISOR RETAINER	7,500.00	0.00	000000	0/00/00	7,500.00
		** TOTALS **	7,500.00	0.00			7,500.00
<hr/>							
01-023827	PONTEM SOFTWARE BY RIA	CEMETERY SOFTWARE MAINT.	1,030.00	0.00	000000	0/00/00	1,030.00
		** TOTALS **	1,030.00	0.00			1,030.00
<hr/>							
01-021735	POSTMASTER	POSTAGE TO MAIL WATER BILLS	1,542.78	1,542.78-	119760	11/25/20	0.00
		** TOTALS **	1,542.78	1,542.78-			0.00
<hr/>							
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
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01-000625	PRODUCTIVITY PLUS ACCOUNT	KUBOTA REPAIRS	52.78	52.78-	119765	12/01/20	0.00
01-000625	PRODUCTIVITY PLUS ACCOUNT	EQUIPMENT REPAIRS	233.00	233.00-	119765	12/01/20	0.00
		** TOTALS **	285.78	285.78-			0.00
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01-023128	QUILL CORPORATION	CALENDAR RETURNED	16.26-	0.00	000000	0/00/00	16.26-
01-023128	QUILL CORPORATION	OFFICE SUPPLIES	40.24	0.00	000000	0/00/00	40.24
01-023128	QUILL CORPORATION	OFFICE SUPPLIES	24.06	0.00	000000	0/00/00	24.06
		** TOTALS **	48.04	0.00			48.04
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01-023640	RAY'S REFUSE SERVICE	NOV. GARBAGE PICKUP	1,176.14	0.00	000000	0/00/00	1,176.14
01-023640	RAY'S REFUSE SERVICE	NOV. TRASH COLLECTIONS	32,568.56	32,568.56-	119781	12/10/20	0.00
		** TOTALS **	33,744.70	32,568.56-			1,176.14
<hr/>							
01-023815	REGION XII COG	NOV. TAXI PROGRAM DONATIONS	1,170.00	1,170.00-	119782	12/10/20	0.00
		** TOTALS **	1,170.00	1,170.00-			0.00
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01-003503	RFG LOGISTICS INC	ROAD ROCK SALT	1,911.40	0.00	000000	0/00/00	1,911.40
01-003503	RFG LOGISTICS INC	ROAD ROCK SALT	1,894.30	0.00	000000	0/00/00	1,894.30
01-003503	RFG LOGISTICS INC	ROAD ROCK SALT	2,012.10	0.00	000000	0/00/00	2,012.10
01-003503	RFG LOGISTICS INC	ROAD ROCK SALT	1,936.10	0.00	000000	0/00/00	1,936.10
01-003503	RFG LOGISTICS INC	ROAD ROCK SALT	2,095.70	0.00	000000	0/00/00	2,095.70
01-003503	RFG LOGISTICS INC	ROAD ROCK SALT	1,998.80	0.00	000000	0/00/00	1,998.80
		** TOTALS **	11,848.40	0.00			11,848.40
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01-003735	RYAN MILLIGAN	SOCCER CAMP PROGRAM	1,041.48	0.00	000000	0/00/00	1,041.48
		** TOTALS **	1,041.48	0.00			1,041.48

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UNPAID ITEMS DATES :		11/20/2020 THRU 12/10/2020	11/20/2020 THRU 12/10/2020

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01-004178		SOLID WASTE MANAGEMENT CO		JAN-MARCH ASSESSMENT	30,745.00	0.00	000000	0/00/00		30,745.00
				** TOTALS **	30,745.00	0.00				30,745.00
01-003722		SOLVED BENEFIT SERVICES		NOV. HRA CHECKS	1,225.15	1,225.15-	000000	12/09/20		0.00
				** TOTALS **	1,225.15	1,225.15-				0.00
01-028180		STATE HYGIENIC LABORATORY		BACTERIA SAMPLE ANALYSIS	27.00	0.00	000000	0/00/00		27.00
01-028180		STATE HYGIENIC LABORATORY		WATER SAMPLE ANALYSIS	42.50	0.00	000000	0/00/00		42.50
				** TOTALS **	69.50	0.00				69.50
01-025880		STONE PRINTING CO.		DESK CALENDAR	5.99	0.00	000000	0/00/00		5.99
01-025880		STONE PRINTING CO.		LABELS	49.96	0.00	000000	0/00/00		49.96
01-025880		STONE PRINTING CO.		LABELS	49.96	0.00	000000	0/00/00		49.96
01-025880		STONE PRINTING CO.		OFFICE SUPPLIES	180.78	0.00	000000	0/00/00		180.78
				** TOTALS **	286.69	0.00				286.69
01-000136		STRATEGIC INSIGHTS INC		CAP IMP PROGRAM RENEWAL	750.00	0.00	000000	0/00/00		750.00
				** TOTALS **	750.00	0.00				750.00
01-025935		SUBWAY		EMPLOYEE RECOGNITION	25.50	0.00	000000	0/00/00		25.50
				** TOTALS **	25.50	0.00				25.50
01-027060		TREASURER OF IOWA		11/16-11/30/2020 SALES TAX	8,525.00	8,525.00-	000000	12/02/20		0.00
				** TOTALS **	8,525.00	8,525.00-				0.00
01-003734		TRENARY'S TREE CARE		EMERALD ASH TREE REMOVAL	25,800.00	0.00	000000	0/00/00		25,800.00
				** TOTALS **	25,800.00	0.00				25,800.00
01-001088		TYLER TECHNOLOGIES		BLDG PERMIT SOFTWARE (PARTIAL)	510.39	0.00	000000	0/00/00		510.39
				** TOTALS **	510.39	0.00				510.39
01-003165		ULINE INC		RUBBER GLOVES	104.90	0.00	000000	0/00/00		104.90
				** TOTALS **	104.90	0.00				104.90
01-003499		UMB BANK		12/1/2020 INTEREST PAYMENTS	47,023.75	47,023.75-	000000	11/27/20		0.00
				** TOTALS **	47,023.75	47,023.75-				0.00
01-002661		UNITED BANK OF IOWA		12/1/2020 INTEREST PAYMENT	9,877.83	9,877.83-	119767	12/01/20		0.00
				** TOTALS **	9,877.83	9,877.83-				0.00
01-028168		UNITED PARCEL SERVICE		FREIGHT W/E 11/14/2020	24.86	24.86-	119761	11/25/20		0.00
01-028168		UNITED PARCEL SERVICE		FREIGHT W/E 11/21/2020	34.65	34.65-	119770	12/01/20		0.00
01-028168		UNITED PARCEL SERVICE		FREIGHT W/E 11/28/2020	40.24	40.24-	119783	12/10/20		0.00

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		** TOTALS **	99.75	99.75-			0.00
01-028174	UNITED STATES CELLULAR	CELL PHONES	236.86	236.86-	119762	11/25/20	0.00
		** TOTALS **	236.86	236.86-			0.00
01-029010	VEENSTRA & KIMM INC.	SANITARY SEWER RATE STUDY #5	1,417.00	0.00	000000	0/00/00	1,417.00
		** TOTALS **	1,417.00	0.00			1,417.00
01-029013	VERIZON WIRELESS	AIR CARDS	320.10	320.10-	119784	12/10/20	0.00
01-029013	VERIZON WIRELESS	CELL PHONES	445.48	445.48-	119784	12/10/20	0.00
		** TOTALS **	765.58	765.58-			0.00
01-030120	WAL-MART STORE #01-1787	DISPOSABLE MASKS	119.52	0.00	000000	0/00/00	119.52
01-030120	WAL-MART STORE #01-1787	BATTERIES	29.88	0.00	000000	0/00/00	29.88
01-030120	WAL-MART STORE #01-1787	SPRAY BOTTLES	2.00	0.00	000000	0/00/00	2.00
01-030120	WAL-MART STORE #01-1787	SUPPLIES	114.16	0.00	000000	0/00/00	114.16
01-030120	WAL-MART STORE #01-1787	PROGRAM SUPPLIES	9.76	0.00	000000	0/00/00	9.76
01-030120	WAL-MART STORE #01-1787	SUPPLIES & PRINTER INK	94.25	0.00	000000	0/00/00	94.25
		** TOTALS **	369.57	0.00			369.57
01-000618	WEBER, TOM	PPE FACE MASKS	20.32	20.32-	119774	12/10/20	0.00
		** TOTALS **	20.32	20.32-			0.00
01-003441	WESTSIDE STATE BANK	12/1/2020 INTEREST PAYMENT	12,629.50	12,629.50-	119768	12/01/20	0.00
		** TOTALS **	12,629.50	12,629.50-			0.00

\* Payroll Expense 160,577.39

12-10-2020 02:04 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

PAGE: 10  
BANK: AP

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES	: 11/20/2020 THRU 12/10/2020	11/20/2020 THRU 12/10/2020	11/20/2020 THRU 12/10/2020
PARTIALLY ITEMS DATES	: 11/20/2020 THRU 12/10/2020	11/20/2020 THRU 12/10/2020	11/20/2020 THRU 12/10/2020
UNPAID ITEMS DATES	:	11/20/2020 THRU 12/10/2020	11/20/2020 THRU 12/10/2020

R E P O R T   T O T A L S

	GROSS	PAYMENTS	BALANCE
PAID ITEMS	436,964.72	436,964.72CR	0.00
PARTIALLY PAID	0.00	0.00	0.00
UNPAID ITEMS	227,737.78	0.00	227,737.78
VOID ITEMS	0.00	0.00	0.00
** TOTALS **	664,702.50	436,964.72CR	227,737.78

U N P A I D   R E C A P

UNPAID INVOICE TOTALS	227,977.89
UNPAID DEBIT MEMO TOTALS	0.00
UNAPPLIED CREDIT MEMO TOTALS	240.11CR
** UNPAID TOTALS **	227,737.78

12-10-2020 02:04 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  
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PAGE: 11  
BANK: AP

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UNPAID ITEMS DATES :

=====ITEM DATES=====  
11/20/2020 THRU 12/10/2020  
11/20/2020 THRU 12/10/2020  
11/20/2020 THRU 12/10/2020

=====POSTING DATES=====  
11/20/2020 THRU 12/10/2020  
11/20/2020 THRU 12/10/2020  
11/20/2020 THRU 12/10/2020

FUND TOTALS

001	GENERAL FUND	202,733.89
010	HOTEL/MOTEL TAX	368.61
110	ROAD USE TAX FUND	16,374.93
125	U.R. DOWNTOWN S.R.	4,500.00
178	CRIME PREV/SPEC PROJECTS	320.10
200	DEBT SERVICE FUND	139,886.26
311	C.P.-PARKS & RECREATION	1,382.00
315	LIBRARY/CITY HALL REMODEL	4,334.00
600	WATER UTILITY FUND	21,461.92
602	WATER UTILITY CAP. IMP.	91,161.72
610	SEWER UTILITY FUND	19,320.29
620	STORM WATER UTILITY	565.00
850	MEDICAL INSURANCE FUND	1,716.39
	* PAYROLL EXPENSE	160,577.39

GRAND TOTAL 664,702.50

# 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

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

**DATE:** December 10, 2020

**RE:** Renewal of License

The following establishment has applied for renewal of license:

Kerp's Bar & Grill

223 East 5<sup>th</sup> Street

Renewal Class "C" Liquor License with Sunday Sales

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



# CARROLL VOLUNTEER FIRE DEPT.

801 N. BELLA VISTA DR.  
CARROLL, IOWA 51401

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

**FROM:** Greg Schreck, Fire Chief *JS*

**DATE:** December 14, 2020

**SUBJECT:** Appointment of 2021 Fire Department Officers

The Membership of the Carroll Volunteer Fire Department, at its regular business meeting held on December 7, 2020 elected the following officers to serve in 2021. The officers, as listed, are submitted by the Department for Council approval.

Fire Chief	Greg Schreck
Assistant Chief	Bob Shields
Captain	Dan Hannasch
Captain	Josh Hamilton
Lieutenant	Jeff Cullen
Lieutenant	B.J. Schreck
Training Officer	Brad Warnke

**RECOMMENDATION:** Mayor and Council consideration and approval of the officers as submitted to serve in 2021.

GLS:ds

# 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:** December 9, 2020

**SUBJECT:** Street Maintenance Facility

- Change of Architect of Record

During design of the Street Maintenance Facility, FEH Design assigned a Project Architect to manage the project architectural and engineering and design services. The Project Architect certified as a Licensed Architect that the architectural technical submission was prepared by him or under his direct supervision and responsible charge.

The Certifying Project Architect is now no longer employed at FEH Design. FEH Design has requested a change of the Architect of Record. FEH Design has requested that Ronald D. Speckmann be accepted as the Architect of Record. Mr. Speckmann has been the Principal in Charge of the project since its inception with FEH Design. As Principal in Charge, Mr. Speckmann was identified as the Architect's representative in the Agreement Between Owner and Engineer. Mr. Speckmann also signed the Agreement on behalf of FEH Design.

**RECOMMENDATION:** Mayor and City Council consideration of acceptance of Ronald D. Speckmann, FEH Design, as Architect of Record on the Street Maintenance Facility project.

RMK:ds

# City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

**MEMO TO:** Mike Pogge-Weaver, City Manager *MPW*  
**FROM:** Laura A. Schaefer, City Clerk/Finance Director *las*  
**DATE:** December 10, 2020  
**SUBJECT:** Change the December 28 Council Meeting to December 21, 2020

The second Council meeting of December is scheduled for December 28, 2020. With the holidays surrounding that meeting date, staff is recommending moving that Council meeting up one week to December 21. In addition, staff reviewed the business that would need to be conducted at the December 28 meeting and determined that business could be conducted at the December 21 Council meeting.

Chapter 17 of the Municipal Code requires the date and place of regular Council meetings to be set by resolution. Attached is a resolution changing the December 28 Council meeting to December 21.

**RECOMMENDATION:** Council consideration and approval of a resolution to change the regular City Council meeting from December 28, 2020 to December 21, 2020

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

**A RESOLUTION APPROVING A CHANGE TO THE CITY COUNCIL OF THE CITY  
OF CARROLL DECEMBER 2020 MEETING SCHEDULE**

WHEREAS, Chapter 17, of the Code of Ordinances of the City of Carroll, Iowa, provides that the time and place of regular meetings of the Council shall be fixed by resolution of the Council; and

WHEREAS, regular meetings of the City Council are held on the 2<sup>nd</sup> and 4<sup>th</sup> Monday of each month at 5:15 PM in the Council Chambers, City Hall located at 627 N Adams Street, Carroll, Iowa; and

WHEREAS, it is in the best interest of the City Council to move the December 28, 2020 meeting to Monday, December 21, 2020,

NOW, THEREFORE, BE IT RESOLVED that the regular meeting of Carroll City Council scheduled for Monday, December 28, 2020 will be moved to Monday, December 21, 2020 in the Council Chambers, City Hall located at 627 N Adams Street in Carroll Iowa.

PASSED AND APPROVED by the City Council of the City of Carroll, Iowa, this 14th day of December, 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 City Council Members

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

**DATE:** December 9, 2020

**SUBJECT:** Rental Housing Code – Amendment

On November 23, 2020, the City Council approved the third reading and approved the final adoption of the Rental Housing Code.

It was noted after the first reading of the ordinance at the October 26<sup>th</sup> meeting and during the second and third readings of the ordinance that a scrivener's error was found in the text. In section 158.07 paragraph 9.E(1) of the ordinance the second sentence reads:

Unenclosed floor and roof openings, open and glass sides of landings and ramps, balconies or porches which are more than thirty (30) inches above grade or above the floor below.

This section was changed in March of 2020 based on comments and unfortunately a few key words were left out leaving it an incomplete sentence. The sentence should have read:

Unenclosed floor and roof openings, open and glass sides of landings and ramps, and balconies or porches which are more than thirty (30) inches above grade or above the floor below shall be provided with a substantial and safe guardrail.

Since a change to the ordinance after the first reading would have required a new first reading staff suggested the Council proceed with the error in place and then follow up with an ordinance that corrects this error after adoption. The ordinance being presented tonight makes that correction.

**RECOMMENDATION:** Mayor and City Council consideration and possible approval of Ordinance to amend the Rental Housing Code for the City of Carroll.

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF CARROLL, IOWA, BY AMENDING CHAPTER 158 RENTAL HOUSING CODE FOR THE CITY OF CARROLL, IOWA.

BE IT ENACTED by the City Council of the City of Carroll, Iowa:

**SECTION 1. SECTION MODIFIED.** Section 158.07 paragraph 9.E(1) of the Code of Ordinances of the City of Carroll, Iowa, is repealed and the following adopted in lieu thereof:

(1) Handrails. All stairways comprised of four (4) or more risers shall be provided with a substantial and safe handrail. Unenclosed floor and roof openings, open and glass sides of landings and ramps, and balconies or porches which are more than thirty (30) inches above grade or above the floor below shall be provided with a substantial and safe guardrail.

**SECTION 2. SEVERABILITY CLAUSE.** If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

**SECTION 3. WHEN EFFECTIVE.** This ordinance shall be in effect from and after its final passage, approval, and publication as provided by law.

Passed and approved by the Council the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

CITY COUNCIL OF THE  
CITY OF CARROLL, IOWA

By: \_\_\_\_\_  
Eric P. Jensen, Mayor

ATTEST:

By: \_\_\_\_\_  
Laura A. Schaefer, City Clerk

First Reading: \_\_\_\_\_

Second Reading: \_\_\_\_\_

Third Reading: \_\_\_\_\_

I certify that the foregoing was published as Ordinance No. \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
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 *MSPW*

**DATE:** December 10, 2020

**SUBJECT:** 224 N Main Street Property Sale and Redevelopment

At the Council meeting on November 23, 2020, a Resolution was passed setting a public hearing for the proposed sale of the City's interest in real estate to Rowland Real Estate LLC. Public notice was published pursuant to Iowa Code on December 4, 2020 in the Carroll Times Herald and established December 14, 2020 for the public hearing.

Rowland Real Estate LLC of Clive submitted the only bid for the purchase of the former City Hotel/City Apartments site at 224 N Main Street. The bid price was \$1,000 and the site is proposed to be redeveloped as a 4-plex rental property. Information on this property sale was widely circulated by the City and was covered by the Carroll Times Herald and Carroll Broadcasting. Prior to the submittal deadline, 101 unique visitors went to the City's website to view the RFP information on this property sale a total of 111 times.

It is proposed that the Council waive its policy requiring an appraisal prior to sale, since the value of this property is minimal and bids were solicited by the City.

Since the meeting on November 23, 2020 staff received the following comments on the proposed sale:

- Matt Wendl commented that while he did miss the deadline, he has a proposal for redevelop the site that is similar to the one presented and would be interested in submitting a bid greater than \$10,000.
- Peggy Buman of 209 N Main Street commented that she was disappointed in the design presented by Rowland Real Estate LLC and would prefer that the property be sold to the neighborhood for the price of \$1,000 and remain as open space as opposed to being redeveloped.

**RECOMMENDATION:** After the public hearing the Council may consider approval of the Resolution authorizing the sale of this real estate to Rowland Real Estate LLC for \$1,000.00.

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

**RESOLUTION FOR THE SALE OF THE  
CITY INTEREST IN REAL ESTATE**

WHEREAS, sale of the city's interest in real estate legally described as:

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

is deemed appropriate, and

WHEREAS, the above-stated real estate is being conveyed to Rowland Real Estate LLC;  
and

WHEREAS, the public hearing on the proposed sale was conducted on this date, after  
published notice thereof on December 4, 2020 in the Carroll Times Herald, and the Council has  
given due consideration to objections and evidence for and against the proposed sale, as reflected  
by the record of the public hearing, and

WHEREAS, the Council deems the proposed sale to be in the best interest of the City of  
Carroll, Iowa, and the Council waives policy No. 0307, requiring an appraisal.

NOW, THEREFORE, BE IT RESOLVED that the above-stated real estate be conveyed  
by real estate contract to Rowland Real Estate LLC for good and valuable consideration, and the  
Mayor and City Clerk are authorized to execute the real estate contract on behalf of the City, and  
are further authorized to execute the Deed, upon full satisfaction of the real estate contract.

Passed and Approved this 14th day of December, 2020.

CITY COUNCIL OF THE  
CITY OF CARROLL, IOWA

BY: \_\_\_\_\_  
Eric P. Jensen, Mayor

ATTEST:

By: \_\_\_\_\_  
Laura A. Schaefer, City Clerk

Prepared by/Return to: David S. Bruner, P.O. Box 882, Carroll, IA 51401 (712) 792-1548

Tax Statements to: Rowland Real Estate L.L.C., 15920 Hickman Road Ste 400, Box 422, Clive, IA 50325

### REAL ESTATE CONTRACT

**IT IS AGREED** between the City of Carroll, Iowa, ("Seller"); and Rowland Real Estate L.L.C. ("Buyer").

Seller agrees to sell and Buyer agrees to buy real estate in Carroll County, Iowa, described as:

Lot 9 and the South 11 feet of the West 68 feet of Lot 10, Block 37, Second Addition to the City of Carroll, Carroll County, Iowa (locally known as – 224 N Main Street, Carroll, Iowa 51401)

subject to the following:

- a. any zoning and other City ordinances;
- b. any covenants and restrictions of record;
- c. any easements of record for public utilities, roads and highway

upon the following terms:

1. **PRICE.** The purchase price for the Real Estate is \$1,000.00 plus this sale is subject to the below stated conditions. \$1,000.00 has been paid at the time of executing this Contract.
2. **CONDITIONS.** In addition to the price of \$1,000.00, this contract of sale is subject to and conditioned on the following:
  - a. All tree removal, landscaping, surveying or other work desired by the Buyer shall be the sole responsibility of the Buyer.
  - b. All unknown or unforeseen conditions shall be the sole responsibility of the Buyer.
  - c. The Buyer shall keep this property free of garbage, debris, junk, refuse, old building materials, abandoned, non-operational, or junk vehicles, appliances and household furnishings. The yard must be maintained continuously in a healthy and safe condition.
  - d. Redevelopment of this property shall begin within 9 months of the date of this Real Estate Contract or date otherwise approved by the Seller and Buyer and must be completed within 18 months of the date of this Real Estate Contract.
  - e. All proposed work and construction requiring permits in accordance with the codes adopted by the City of Carroll must be secured by a licensed registered contractor

- who is currently registered with the City of Carroll.
- f. The Buyer agrees to construct a 4-plex with detached garages and agrees to add architectural details to the proposed unit including the addition of small dormers above the front entry doors and off set north and south units 3 feet in front of the middle units. Final design must be presented to and shall be approved by the City Manager prior to the start of construction.
3. **COUNCIL APPROVAL.** This Contract is also subject to approval by the Carroll City Council pursuant to Section 364.7 Iowa Code (2019). If the City Council does not approve the sale by Resolution on December 14, 2020, this Contract shall be null and void and all payments made shall be returned to Buyer.
4. **REAL ESTATE TAXES.** Seller shall pay the 2019-2020 real estate taxes. Seller shall pay the prorated taxes for 2020-21 (1<sup>st</sup> half of 2020-2021), with all subsequent real estate taxes being paid by Buyer.
5. **SPECIAL ASSESSMENTS.** Buyer shall pay all special assessments which are a lien on the Real Estate as of the date of this contract.
6. **POSSESSION CLOSING.** Closing shall be on or before December 31, 2020, with possession of the Real Estate on the same date of closing, provided Buyer is not in default under this contract.
7. **INSURANCE.** Seller shall maintain existing insurance upon the Real Estate until the date of possession and closing. After possession and closing and until full satisfaction of the conditions contained herein, Buyer shall keep the improvements on the Real Estate insured against loss by fire, tornado, and extended coverage for a sum not less than 100 percent of full insurable value payable to the Seller and Buyer as their interests may appear. Buyer shall provide Seller with evidence of such insurance.
8. **ABSTRACT AND TITLE.** Seller, at its expense, shall promptly obtain an abstract of title to the Real Estate continued through date of contract and deliver it to Buyer for examination. It shall show merchantable title in Seller in or conformity with this contract, Iowa law and the Title Standards of the Iowa State Bar Association. The abstract shall become the property of the Buyer when the purchase price and all conditions of this sale are satisfied in full. After examination of the abstract by Buyer, the abstract shall be returned to the Seller, until this contract is satisfied in full and Deed is delivered to the Buyer, at which time the abstract will be delivered to Buyer.
9. **CARE OF PROPERTY.** Buyer shall take good care of the property; shall keep the buildings and other improvements later placed on the Real Estate in good and reasonable

repair and shall not injure or destroy the property during the term of this contract.

10. **DEED.** Upon payment of purchase price and full satisfaction of the above stated conditions and requirements, Seller shall convey the Real Estate to Buyer by Deed.

11. **REMEDIES OF THE PARTIES.**

a. If Buyer (a) fails to make the payments aforesaid, or any part thereof, as same become due; or (b) fails to pay the taxes or special assessments or charges, or any part thereof, levied upon said property, or assessed against it, by any taxing body before any of such items become delinquent; or (c) fails to keep the property insured; or (d) fails to keep it in reasonable repair as herein required; or (e) fails to perform any of the conditions, requirements, and agreements as herein made or required; then Seller, in addition to any and all other legal and equitable remedies which it may have, at its option, may proceed to forfeit and cancel this contract as provided by law (Chapter 656 Code of Iowa). Upon completion of such forfeiture Buyer shall have no right of reclamation or compensation for money paid, or improvements made; but such payments and/or improvements if any shall be retained and kept by Seller as compensation for the use of said property, and/or as liquidated damages for breach of this contract; and upon completion of such forfeiture, if the Buyer, or any other person or persons shall be in possession of said real estate or any part thereof, such party or parties in possession shall at once peacefully remove therefrom, or failing to do so may be treated as tenants holding over, unlawfully after the expiration of lease, and may accordingly be ousted and removed as such as provided by law.

b. If Buyer fails to timely perform this contract, Seller, at its option, may elect to declare the entire balance immediately due and payable after such notice, if any, as may be required by Chapter 654, The Code. Thereafter this contract may be foreclosed in equity and the court may appoint a receiver to take immediate possession of the property and of the revenues and income accruing therefrom and to rent or cultivate the same as the receiver may deem best for the interest of all parties concerned, and such receiver shall be liable to account to Buyer only for the net profits, after application of rents, issues and profits from the costs and expenses of the receivership and foreclosure and upon the contract obligation. It is agreed that if this contract covers less than ten (10) acres of land, and in the event of the foreclosure of this contract and sale of the property by sheriff's sale in such foreclosure proceedings, the time of one year for redemption from said sale provided by the statutes of the State of Iowa shall be reduced to six (6) months provided the Seller, in such action file an election to waive any deficiency judgment against Buyer which may arise out of the foreclosure proceedings; all to be consistent with the provisions of Chapter 628 of the Iowa Code. If the redemption period is so reduced, for the first three (3) months after sale such right of redemption shall be exclusive to the Buyer, and the time periods in Sections 628.5, 628.15 and 628.16 of the Iowa Code shall be reduced to four (4) months.

It is further agreed that the period of redemption after a foreclosure of this contract shall be reduced to sixty (60) days if all of the three following contingencies develop: (1) The real estate is less than ten (10) acres in size; (2) the Court finds affirmatively that the said real estate has been abandoned by the owners and those persons personally liable under this contract at the time of such foreclosure; and (3) Seller in such action file an election to waive any deficiency judgment against Buyer or his successor in interest in such action. If the redemption period is so reduced, Buyer or his successors in interest or the owner shall have the exclusive right to redeem for the first thirty (30) days after such sale, and the time provided for redemption by creditors as provided in Sections 628.5, 628.15 and 628.16 of the Iowa Code shall be reduced to forty (40) days. Entry of appearance by pleading or docket entry by or on behalf of Buyer shall be presumption that the property

is not abandoned. Any such redemption period shall be consistent with all of the provisions of Chapter 628 of the Iowa Code. This paragraph shall not be construed to limit or otherwise affect any other redemption provisions contained in Chapter 628 of the Iowa Code. Upon completion of such forfeiture Buyer shall have no right of reclamation or compensation for money paid, or improvements made; but such payments and for improvements if any shall be retained and kept by Seller as compensation for the use of said property, and/or as liquidated damages for breach of this contract; and upon completion of such forfeiture, if Buyer, or any other person or persons shall be in possession of said real estate or any part thereof, such party or parties in possession shall at once peacefully remove therefrom, or failing to do so may be treated as tenants holding over, unlawfully after the expiration of a lease, and may accordingly be ousted and removed as such as provided by law.

c. If Seller fails to timely perform their obligations under this contract, Buyer shall have the right to terminate this contract and have all payments made returned to him.

d. Buyer and Seller are also entitled to utilize any and all other remedies or actions at law or in equity available to them.

e. In any action or proceeding relating to this contract the successful party shall be entitled to receive reasonable attorney's fees and costs as permitted by law.

12. **TIME IS OF THE ESSENCE.** Time is of the essence in this contract.

13. **CONSTRUCTION.** Words and phrases in this contract shall be construed as in the singular or plural number, and as masculine, feminine or neuter gender, according to the context.

14. **CERTIFICATION.** Buyer and Seller each certify that they are not acting, directly or indirectly, for or on behalf of any person, group, entity or nation named by any Executive Order or the United States Treasury Department as a terrorist, "Specially Designated National and Blocked Person" or any other banned or blocked person, entity, nation or transaction pursuant to any law, order, rule or regulation that is enforced or administered by the Office of Foreign Assets Control; and are not engaged in this transaction, directly or indirectly on behalf of, any such person, group, entity or nation. Each party hereby agrees to defend, indemnify and hold harmless the other party from and against any and all claims, damages, losses, risks, liabilities and expenses (including attorney's fees and costs) arising from or related to my breach of the foregoing certification.

15. **INSPECTION OF PRIVATE SEWAGE DISPOSAL SYSTEM.** Seller represents and warrants to Buyer that the Property is not served by a private sewage disposal system, and there are no known private sewage disposal systems on the property.

16. **AS IS.** Buyer acknowledges that Buyer has inspected the property and is fully familiar with the physical condition thereof. Buyer understands and agrees that Seller makes no representations or warranties, express or implied, as to the condition of the property included in this sale. It is expressly understood and agreed that Seller makes no covenant, representation or warranty, express or implied, as to the condition, specific fitness for a particular purpose or intended use, or merchantability, of the property being sold. Buyer hereby agrees that the property is sold "AS IS" and with all faults.

17. **ASSIGNMENT.** Buyer shall not sell, assign or transfer its interest in this Contract prior to the completion and full satisfaction of all conditions and requirements set out herein,

unless Buyer receives prior written consent and approval from the Seller.

Dated: \_\_\_\_\_, 2020.

ROWLAND REAL ESTATE L.L.C.

CITY OF CARROLL, IOWA

\_\_\_\_\_  
Andrew E. Rowland, Manager

\_\_\_\_\_  
Eric P. Jensen, Mayor

\_\_\_\_\_  
Laura Schaefer, City Clerk

STATE OF IOWA, COUNTY OF \_\_\_\_\_, ss

This record was acknowledged before me on \_\_\_\_\_, 2020, by Andrew E. Rowland, as Manager of Rowland Real Estate L.L.C.

\_\_\_\_\_  
Notary Public

STATE OF IOWA, COUNTY OF CARROLL, ss

On this \_\_\_\_ day of \_\_\_\_\_, 2020, before me, a Notary Public in and for the State of Iowa, personally appeared Eric P. Jensen and Laura Schaefer, to me personally known, and, who, being by me duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of Carroll, Iowa; and that the instrument was signed on behalf of the municipal corporation, by authority of its City Council; and that Eric P. Jensen and Laura Schaefer acknowledged the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the municipal corporation, by it voluntarily executed

\_\_\_\_\_  
Notary Public

m:\janet\word\dsb\0-1850\doc-20\rowland-con

Rowland Real Estate LLC

15920 Hickman Road

Box 400 Box 422

Clive, IA 50325

## REDEVELOPMENT PROPOSAL

224 N Main St. Carroll

Section 4: Bid Amount \$1,000, Check included for 10% = \$100.00

Section 5: Enclosed letter from Peoples Bank

Section 6: Proposal to build one 4- plex condo unit with detached garages. Each unit would have separate entrances to their condo. See attached proposed site plan

### Section 9: Proposal Evaluation

- a) Recent project in Jefferson, Iowa. We build three, 4 unit condo buildings. Total of 12 units.
- b) 4 plex condo unit to be build with detached garages. Each unit has its own front and back door.
- c) See attached sample photo of buildings built ( photo shown is two units not 4 )
- d) Residential multi family condos
- e) \$1,000
- f) Attached letter from Peoples Bank
- g) Each unit has individual entry front and back doors

**PROPOSAL TO PURCHASE PROPERTY FOR PRIVATE REDEVELOPMENT**

Name of Proposer: Rowland Real Estate LLC

Address: 15920 Hickman Rd Suite 400 Box 422 Clive, IA 50325

Telephone: 515-210-2452

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

Land Purchase Offer Price: \$1,000.00

Good Faith Deposit: \$100.00

Description of Project or Proposed Use of Property: (For example the type of housing proposed – to be rental or owner occupied, amenities proposed, landscaping planned, etc. This explanation of the housing/development project can be attached as separate page)

See Attached  
4 Plex Condo units

Estimated Cost of Improvements:

Funding Source (s): Peoples Bank

Estimated Sale Price or Rental Cost, if applicable: Rent \$1,000 a month

Estimated Time For Commencement: 6-12 months

Estimated Time For Completion: 6-12 months

Additional Comments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The City reserves the right to waive informalities in the sale procedures herein provided and to reject any and all Proposals. If this Proposal is accepted, the City shall provide a Real Estate Contract of Sale to the Proposer specifying the terms and conditions of the redevelopment proposal. A deed will be provided upon completion of the terms and requirements set forth within.

In the event this Proposal is accepted by the City Council and the Proposer fails or refuses to enter into a contract of sale for the property within 45 days after notification of acceptance of proposal, the City may terminate all rights of the Proposer hereunder, and, in such event, may retain the good faith deposit of the Proposer as liquidated damages and the City may proceed with other arrangements or plans for the sale of the Property to which this Proposal relates.

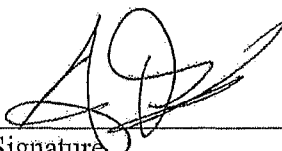
The City may withdraw from the sale of the Property at any time prior to conveyance of title and possession of said Property by reason of the City being enjoined or prevented from so doing by any order or decision or act of any judicial, legislative, or executive body having authority in the premises,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

Failure by the Proposer to perform the requirements set forth above in the required time frame will result in the Property reverting back to the City of Carroll. In such event, the City may retain all improvements and funds paid by the Proposer.

Sale, assignment, or transfer of the Real Estate Contract by the Proposer, prior to the completion of the development requirements, must have prior written approval by the City of Carroll.

If you have questions, contact Mike Pogge-Weaver, 627 N Adams St, Carroll, IA 51401; (712) 775-7505 or email [mpoggeweaver@cityofcarroll.com](mailto:mpoggeweaver@cityofcarroll.com).

Rowland Real Estate  
Name of Proposer (type or print)

  
Signature

11/9/2020  
Date

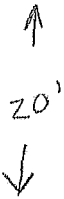
**Rowland Real Estate LLC**  
15920 Hickman Road  
Suite 400 Box 422  
Clive, IA 50325

**Rowland Real Estate LLC**

15920 Hickman Road  
Suite 400 Box 422  
Clive, IA 50325

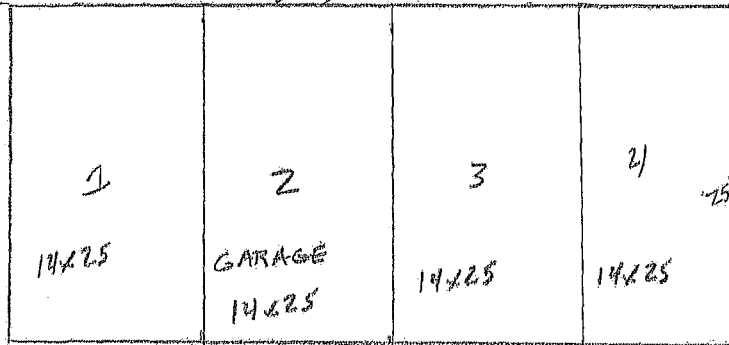


67'



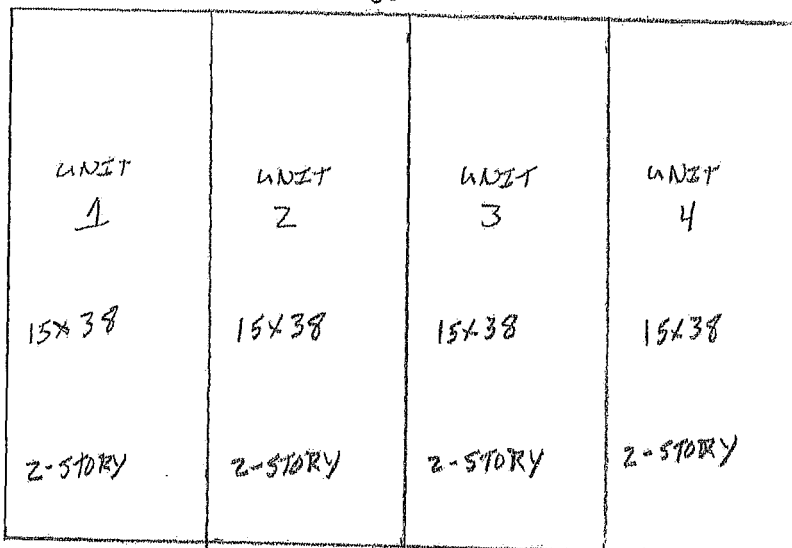
20'

56'

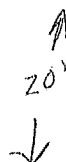


5'

60'



5'



20'

77'

3/4 = 10'

Rowland Real Estate LLC

15920 Hickman Road  
Suite 400 Box 422  
Clive, IA 50325

156'

156'

68'

38'



Andrew Rowland  
1155 SE Grant Woods Court  
Waukee, IA 50263

October 20, 2020

Dear Mr. Rowland:

Based on our previous experience financing your successful development on North Olive Street in Jefferson and after learning more about your plans for a similar development in Carroll, Peoples Bank would like to convey our interest in supporting such a project. Our interest is subject to the accuracy of all of the information, data, representations, exhibits and other material submitted in connection with your development. Our interest is also conditioned on the full underwriting and due diligence of the request.

Sincerely,

John P Rigler III  
President & COO  
Peoples Bank  
Direct: 515-327-7727  
[jprigler@mypeoples.bank](mailto:jprigler@mypeoples.bank)

[www.mypeoples.bank](http://www.mypeoples.bank) | 800-891-9389

ADAMS PO Box 98 | 804 Greenwood Hills Dr. | Adel, IA 50003  
GRAND JUNCTION PO Box 49 | 205 E Main St. | Grand Junction, IA 50107  
JEFFERSON 116 W State St | Jefferson, IA 50129  
RIPLEY PO Box 37 | 303 Main St. | Rippey, IA 50235  
WAUKEE PO Box 880 | 1185 SE University Ave. | Waukee, IA 50263

CLIVE 12701 University Ave. | Clive, IA 50325  
GUTHRIE CENTER 401 Main St. | Guthrie Center, IA 50115  
OGDEN PO Box 697 | 338 W. Walnut St. | Ogden, IA 50212  
SCRANTON PO Box 426 | 1021 Main St. | Scranton, IA 51462