



City Council Meeting

Monday, February 14, 2022 at 5:15 pm

LOCATION OF MEETING:

City Hall Council Chambers, 627 N. Adams Street, Carroll, Iowa 51401

NOTICE

The meeting will be made available telephonically for those individuals who wish to attend remotely. 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:** 959 8347 1673#

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/95983471673>

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> and on CAAT6. 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.

AGENDA

1. Pledge of Allegiance

2. Roll Call

3. Consent Agenda

a. Approval of Minutes of the January 24, 31, February 2 and 7, 2022 Meetings

b. Approval of Bills and Claims

c. Licenses and Permits:

- Renewal of Class "C" Beer Permit with Class "B" Wine Permit and Sunday Sales - *Dollar General Store #2756*
- Renewal of Class "E" Liquor License with Class "B" Wine Permit and Class "C" Beer Permit and Sunday Sales - *Wal-Mart Super Center #1787*
- New Class "C" Liquor License (8 month) with Outdoor Service and Sunday Sales - *Golf Services, LLC*

d. Appointments to Committees, Commissions and Boards

Appointment by Council

Richard Boes - Planning and Zoning Commission (unexpired term to expire 12-31-25)

e. Firefighter Appointments

4. Oral Requests and Communications from the Audience

Members of the public wishing to address the Council for items not on the agenda are asked to approach the podium and wait to be recognized. After recognition, the person shall state their name and address for the record. Statement or questions are limited to five (5) minutes.

5. World Cancer Day in Carroll, Iowa Proclamation

6. Ordinances

a. Ordinance Amending Voting Precincts

- City-County Amended Precinct Agreement (Resolution)
- Ordinance Amending the Code of Ordinances of the City of Carroll, Iowa, by Amending Provisions Pertaining to Ward Boundaries and Voting Precincts

7. Resolutions

a. Vacation of Three Plats of Survey owned by Leona M. Drees Farms, LLC in the NE1/4 of Section 12, Township 84 North, Range 35 West 5th P.M., Carroll County, Iowa

- Public Hearing
- Resolution Vacating Property

b. Twelfth Street Reconstruction

- STBG Funding Application

c. Carroll Recreation Center Building Improvement Project - 2021

- Resolution - Option A - Approve Base Bid Only (No West Side Fitness Room Renovations)
- Resolution - Option B - Approve Base Bid and Add Alternate 1 (Full Project)
- Resolution - Option C - Reject All Bids

8. Reports

a. Proposed FY 2023 Debt Issuance - Pre-levy Resolution Discussion

b. FY 2022/2023 Maximum Property Tax Levy - Set Public Hearing Date

c. Heavy Duty Truck Purchase

d. Report of Bid Opening - Ash Tree Removal Project III

e. Report of Bid Opening - 60" Front Mount Mower, Cab & Blower Bid - Cemetery

f. Waive Purchasing Policy #0501 for Purchase of Espresso Fitness Bikes

9. Committee Reports (Informational Only)

None

10. Comments from the Mayor

11. Comments from the City Council

12. Comments from the City Manager

13. Adjourn

February/March Meetings:

- * Airport Commission - February 14, 2022 - Airport Terminal Building - 21177 Quail Ave
- * Library Board of Trustees - February 21, 2022 - Carroll Public Library - 118 E 5th St
- * City Council - February 28, 2022 - City Hall - 627 N Adams St
- * Board of Adjustment - March 7, 2022 - City Hall - 627 N Adams St
- * Planning and Zoning Commission - March 9, 2022 - City Hall - 627 N Adams St
- * City Council - March 14, 2022 - City Hall - 627 N Adams St
- * Airport Commission - March 14, 2022 - Airport Terminal Building - 21177 Quail Ave
- * Library Board of Trustees - March 21, 2022 - Carroll Public Library - 118 E 5th St
- * City Council - March 28, 2022 - City Hall - 627 N Adams St

www.cityofcarroll.com

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

COUNCIL MEETING

JANUARY 24, 2022

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

The meeting was held in-person, telephonically or via Zoom web conferencing for those individuals who wished to attend remotely. 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. Council Members present: Kyle Bauer, Misty Boes, Tom Bordenaro, LaVern Dirkx, JJ Schreck, and Carolyn Siemann. Absent: None. Mayor Mark Beardmore 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 Schreck, seconded by Siemann, to approve the following items on the consent agenda: a) minutes of the January 10, 17, and 19, 2022 Council meetings, as written; b) bills and claims in the amount of \$584,904.70; and c) appointment of Ron Meiners to the Planning and Zoning Commission to fill an open position for a term to expire December 31, 2024; d) Construction Permit Applications for the US 30 E Sanitary Sewer Extension – 2022 Project: Iowa Department of Natural Resources – Wastewater Construction Permit Application, Iowa Department of Transportation – Application and Agreement for use of Highway Right-of-Way for Utilities Accommodation, and Iowa Department of Transportation – Application and Agreement to Perform Work Within State Highway Right-of-Way. On roll call, all present voted aye. Absent: None. Motion carried.

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There were no oral requests or communication from the audience.

* * * * *

It was moved by Boes, seconded by Siemann, to approve Resolution No. 22-01, Amendment to Agreement with Shive-Hattery, Inc. in the amount of \$2,300.00 to assist with the re-bidding of the Graham Park – Creek Improvements Project. On roll call, all present voted aye. Absent: None. Motion carried.

* * * * *

It was moved by Dirxx, seconded by Siemann, to approve Change Order No. 2 for a deduction of (\$13,100.00) to the Street Maintenance Facility Contract. The effect of Change Order No. 2 on the construction contract is as follows:

Original Contract Price	\$4,489,300.00
Change Order No. 1	48,200.00
Change Order No. 2	<u>(13,100.00)</u>
Contract price with Change Orders	<u>\$4,524,400.00</u>

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

* * * * *

Council recessed at 5:24 p.m. and reconvened at 5:33 p.m.

* * * * *

Council continued discussions on the FY 2022/2023 budget proposal. City Engineer/Public Works Director Randy Krauel presented the Public Work's budget requests. Volunteer Fire Chief/Chief Building Officer Greg Schreck presented the Fire Department and Building Department budget requests. No Council action taken.

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It was moved by Bordenaro, seconded by Boes, to adjourn at 6:11 p.m. On roll call, all present voted aye. Absent: None. Motion carried.

Mark E. Beardmore, Mayor

ATTEST:

Laura A. Schaefer, City Clerk

COUNCIL MEETING
JANUARY 31, 2022

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

The Carroll City Council met in special session on this date at 5:15 p.m. in the Council Chambers, City Hall, 627 N Adams Street. Members present: Kyle Bauer, Misty Boes, Tom Bordenaro, LaVern Dirx, JJ Schreck and Carolyn Siemann. Absent: None. Mayor Mark Beardmore presided. City Attorney Dave Bruner was in attendance.

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

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Council continued discussions on the FY 2022/2023 budget proposal. Ashley Schable, Carroll Chamber of Commerce Program Director (tourism/marketing promotion), Kimberly Tiefenthaler and Jim Auen, Carroll Area Development Corporation, Sammi Elliot, Animal Rescue of Carroll, and finally Doug Burns, Carroll Times Herald Co-owner, and Kim Hackett, Carroll Broadcasting General Manager (an annual marketing proposal), presented their respective FY 2023 funding requests. Council recessed at 6:44 p.m. and reconvened at 7:00 p.m. to continue budget discussions. City Manager Mike Pogge-Weaver and City Clerk/Finance Director Laura Schaefer presented the Administration and other areas of the budget. No Council action taken.

* * * * *

It was moved by Dirx, seconded by Schreck, to adjourn at 8:26 p.m. On roll call, all present voted aye. Absent: None. Motion carried.

ATTEST:

Mark E. Beardmore, Mayor

Laura A. Schaefer, City Clerk

COUNCIL MEETING
FEBRUARY 2, 2022

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

The Carroll City Council met in special session on this date at 5:15 p.m. in the Council Chambers, City Hall, 627 N Adams Street. Members present: Kyle Bauer, Misty Boes, Tom Bordenaro, LaVern Dirx, JJ Schreck and Carolyn Siemann. Absent: None. Mayor Mark Beardmore presided. City Attorney Dave Bruner was in attendance (arrived at 6:06 p.m).

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

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Council continued discussions on the FY 2022/2023 budget proposal. Mary Greving and RoAnn Kofron, New Opportunities representatives; Keely Fara, Lexi Flug, Jackie Mertes and Trish Christensen, Carroll Area Child Care Center and Preschool representatives; Roxann Reinart, Community of Concern/Food Pantry representative; and Vicki Gach, Historical Preservation Commission Chairperson, presented their respective FY 2023 funding requests. Council recessed at 6:35 p.m. and reconvened at 7:00 p.m. to continue budget discussions. Parks and Recreation Director Chad Tiemeyer presented the Parks and Recreation budget requests.

Council also discussed the Recreation Center Building Renovation Project. Brad Rodenburg, RDG Planning & Design Architect, Carroll residents Randy Toft, Jean Ludwig, and Mary Bruner, and Recreation Superintendent Jack Wardell addressed Council on this issue. No Council action taken.

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It was moved by Bordenaro, seconded by Boes, to adjourn at 8:51 p.m. On roll call, all present voted aye. Absent: None. Motion carried.

Mark E. Beardmore, Mayor

ATTEST:

Laura A. Schaefer, City Clerk

COUNCIL MEETING
FEBRUARY 7, 2022

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

The Carroll City Council met in special session on this date at 5:15 p.m. in the Council Chambers, City Hall, 627 N Adams Street. Members present: Kyle Bauer, Misty Boes, Tom Bordenaro, LaVern Dirkx, JJ Schreck and Carolyn Siemann. Absent: None. Mayor Mark Beardmore presided. City Attorney Dave Bruner was in attendance.

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

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Council continued discussions on the FY 2022/2023 budget proposal. Council also discussed the Recreation Center Building Renovation Project. Carroll residents Joe Vesterfelt, Jean Guy, Jeff Cayler, Kimberly Tiefenthaler, Mary Bruner and Barry Bruner addressed Council on this issue. No Council action taken.

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It was moved by Bordenaro, seconded by Schreck, to adjourn at 8:30 p.m. On roll call, all present voted aye. Absent: None. Motion carried.

Mark E. Beardmore, Mayor

ATTEST:

Laura A. Schaefer, City Clerk



CARROLL VOLUNTEER FIRE DEPT.

801 N. BELLA VISTA DR.
CARROLL, IOWA 51401

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

FROM: Greg L. Schreck, Fire Chief *GLS*

DATE: February 7, 2022

SUBJECT: Firefighter Appointments

At the February 7, 2022 business meeting, the Carroll Volunteer Fire Department approved the appointments of Jason Gray and Colby Baumhover to fill openings created by recent resignations, subject to Council approval.

RECOMMENDATION: Mayor and Council to approve the appointments of Jason Gray and Colby Baumhover to begin their duties as members of the Carroll Volunteer Fire Department.

GLS:ds



February 2, 2022

Whereas, February 4th marks the recognition of World Cancer Day,

Whereas, individuals all across the world will be honoring those who have had cancer, who are currently fighting and will be fighting in the future; and,

Whereas, in the great state of Iowa it is estimated that 17,400 Iowans will be diagnosed with cancer and 6,200 will lose their lives. We look to honor and support our neighbors and friends.

NOW, THEREFORE, BE IT RESOLVED that the St. Anthony Regional Cancer Center assembled on February 2, 2022, do hereby declare World Cancer Day in Carroll, Iowa, and urges every member of our community to put forth their expressions of gratitude and applaud the past, present and future cancer patients and the health care workers who serve them.

Approved and signed by the Mayor of Carroll, Mark Beardmore, and St. Anthony Regional Hospital President & CEO, Edward H. Smith, Jr.

Edward H. Smith, Jr.
St. Anthony President & CEO

Mark Beardmore
Mayor of Carroll

City of Carroll

627 N. Adams Street

Carroll, Iowa 51401

(712) 792-1000

FAX: (712) 792-0139

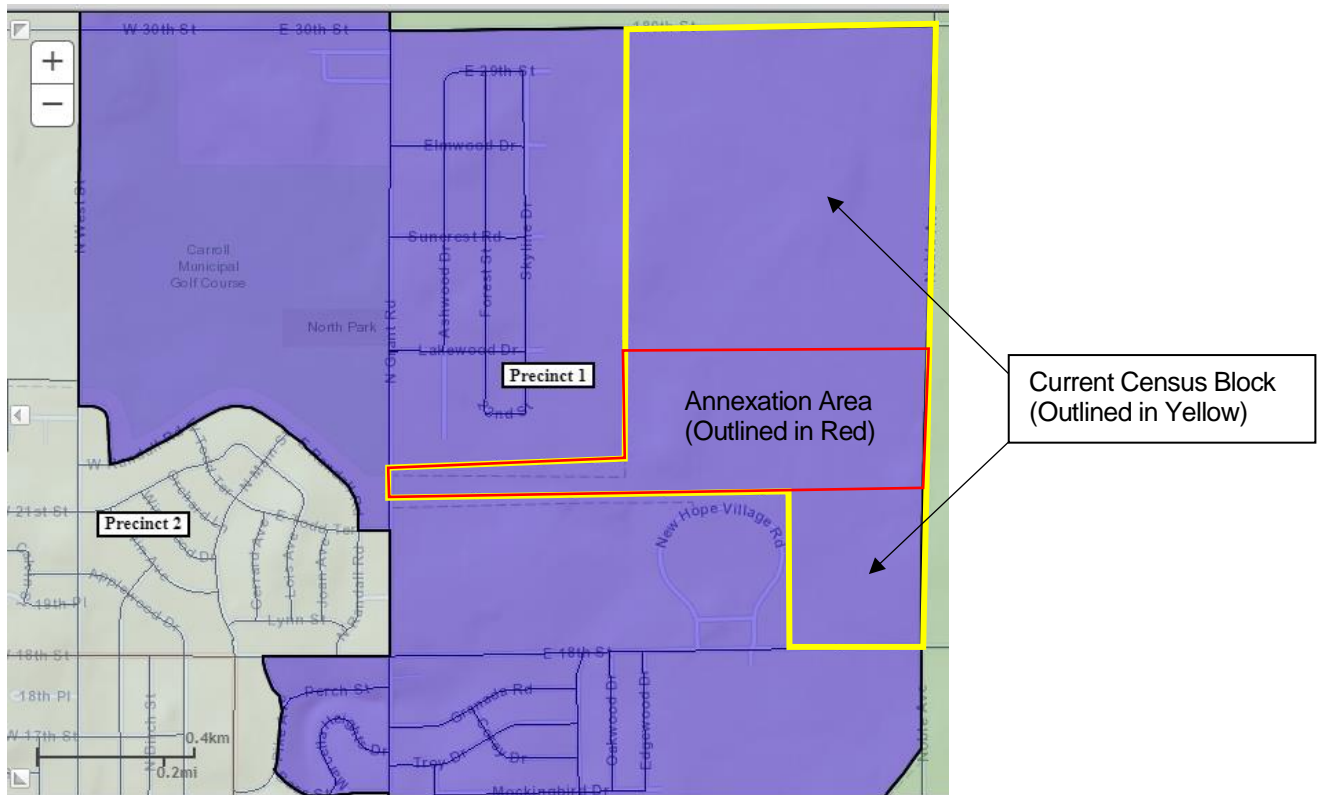
MEMO TO: Mike Pogge-Weaver, City Manager *MSPW*
FROM: Laura Schaefer, City Clerk/Finance Director *LS*
DATE: February 9, 2022
SUBJECT: Ordinance Amending Provisions Pertaining to Voting Precincts

- City-County Amended Precinct Agreement (Resolution)
- Ordinance Amending the Code of Ordinances of the City of Carroll, Iowa by Amending Provisions Pertaining to Ward Boundaries and Voting Precincts

After filing the necessary paperwork to update the City's ward and voting precincts with the Iowa Secretary of State's Office, it was determined the City-County Precinct Agreement needs to be amended.

On September 13, 2021, Council approved the annexation of 111 acres of land that was situated in unincorporated Carroll County north of E 18th Street between Grant Road and Noble Avenue on the northeast side of Carroll. Since this annexation was completed after the 2020 census blocks were created, the annexed area splits that census block it is located in in-half. Census blocks form together to create voting precincts. According to Iowa law, you cannot split census blocks for voting purposes. When the annexed area is developed in the future, the future residents would be part of Ward 1 voting in Precinct 1. Since census blocks cannot be split, the county is requesting the remaining area of that census block of the unincorporated area to be able to vote in Precinct 1. The Carroll County Board of Supervisors approved the attached amended precinct agreement on Monday, February 7.

The affected area is as follows:



Upon approval of the amended precinct agreement, the City's voting precinct ordinance would need to be amended also. An ordinance has been prepared to reflect the above.

RECOMMENDATION: Mayor and City Council discussion and action on the following:

1. Resolution approving the County's request to allow an area in unincorporated Carroll County north of E 18th Street between Grant Road and Noble Avenue to be part of Voting Precinct 1.
2. Council discussion and approval of the first reading amending City Code by amending Voting Precinct 1.

RESOLUTION NO. _____

RESOLUTION APPROVING A CITY-COUNTY AMENDED PRECINCT AGREEMENT FOR
THE 2021 REDISTRICTING PROCESS

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

WHEREAS, a city-county amended precinct agreement has been prepared and is attached as Exhibit A.

WHEREAS, it is determined that the approval of the city-county amended precinct agreement is in the best interest of the City of Carroll, Iowa;

NOW, THEREFORE, BE IT RESOLVED by the City-County Amended Precinct Agreement for the 2021 Redistricting Process is approved.

Passed and approved by the Carroll City Council this 14th day of February, 2022.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Mark E. Beardmore, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

CITY-COUNTY PRECINCT AGREEMENT

The City of Carroll, Iowa and the County of Carroll, Iowa agree that:

1. Precinct #1 is composed of Carroll Ward One (incorporated territory) and that part of Grant Township, shall include all of the unincorporated area of Grant Township that is South of 180th Street and West of Noble Avenue and North of 190th Street and West of Noble Avenue and all that part of the City of Carroll lying, for the most part, north and east of the following described lines: Beginning at the northern corporate limits, located approximately eleven hundred seventy-two feet north of the intersection of North West Street and Thirtieth Street; thence southerly along the center of corporate limits and all described streets to the centerline of Fairway Heights; thence easterly and southerly to the centerline of Randall Road; thence easterly to the second centerline of Todd Terrace; thence easterly to the centerline of Grant Road; thence southerly to the centerline of Eighteenth Street; thence westerly to the centerline of Pike Avenue; thence southerly to the centerline of Bass Street; thence easterly to the centerline of Grant Road; thence southerly to the centerline of Twelfth Street; thence westerly to the centerline of Clark Street; thence southerly to the centerline of Eleventh Street; thence easterly to the centerline of Forest Street; thence southerly to the centerline of Woodland Drive; thence easterly to the centerline of Bella Vista Drive; thence southerly to the center of U.S. Highway 30; thence easterly to the east corporate line. To also include the following described lines beginning 1,326.41 feet north of the intersection of 18th Street and Grant Road; thence east 1,971.96 feet; thence north 290 feet; thence west 1,971.96 feet; thence south 290 feet. And the following described lines: beginning 1,301.39 feet north of the intersection of 18th Street and Noble Avenue; thence west 2,580.31 feet, thence north 1,650.21 feet; thence east 2,580.31 feet; thence south 1,650.21 feet.
2. Precinct #2 is composed of Carroll Ward Two (incorporated territory) and that part of the North Half of Maple River Township, shall include all of the unincorporated area of Maple River Township that is North of U.S. Highway 30; to exclude the area south of 160th Street east to Granite Avenue and west of Hawthorne Avenue and north of 180th Street and also to exclude that area south of 180th Street, east of Granite Avenue and west of Ivy Avenue; and to exclude that part east of Ivy Avenue south of the line of the Union Pacific Railroad to Kittyhawk Avenue; and all that part of the City of Carroll lying, for the most part, north and west of the following described lines: Beginning at the northern and western corporate limits, located approximately one hundred feet north of the intersection of North West Street and Fairway Heights; thence southerly along the center of all described streets to the centerline of Fairway Heights; thence easterly and southerly to the centerline of Randall Road; thence easterly to the second centerline of Todd Terrace; thence easterly to the centerline of Grant Road; thence southerly to the centerline of Eighteenth Street; thence westerly to the centerline of Pike Avenue; thence southerly to the centerline of Bass Street; thence easterly to the centerline of Grant Road; thence southerly to the centerline of

Twelfth Street; thence westerly to the centerline of Adams Street; thence northerly to the centerline of Thirteenth Street; thence westerly to the centerline of North West Street; thence northerly to the centerline of Fourteenth Street; thence westerly to the centerline of Quint Avenue; thence northerly to the centerline of Fifteenth Street; thence westerly to the centerline of U. S. Highway 71; thence northerly to the centerline of Heires Avenue; thence westerly to the centerline of U.S. Highway 30; thence northwesterly and westerly to the corporate line, located approximately two thousand five hundred thirty-nine feet west of the centerline of Burgess Avenue. (unincorporated territory).

3. Precinct #3 is composed of Carroll Ward Three (incorporated territory) and the South Half of Maple River Township, shall include all of the unincorporated area of Maple River Township that is South of U.S. Highway 30; to include the area south of 160th Street east to Granite Avenue and west of Hawthorne Avenue and north of 180th Street and also to include that area south of 180th Street, east of Granite Avenue and west of Ivy Avenue; and to include that part east of Ivy Avenue south of the line of the Union Pacific Railroad to Kittyhawk Avenue; and all that part of the City of Carroll lying, for the most part, south and west of the following described lines: Beginning at the west corporate line, located approximately two thousand five hundred thirty-nine feet west of the centerline of Burgess Avenue, at the centerline of U. S. Highway 30 and following the centerline of all described streets, thence east and southeasterly to the centerline of Heires Avenue, thence easterly to the centerline of U. S. Highway 71, thence southerly to the centerline of Fifteenth Street; thence easterly to the centerline of Quint Avenue; thence southerly to the centerline of Fourteenth Street; thence easterly to the centerline of North West Street; thence south to the centerline of Thirteenth Street; thence east to the centerline of Adams Street; thence southerly to the centerline of Twelfth Street; thence easterly to the centerline of Main Street; thence southerly to the centerline of Timberline Road; thence westerly to the centerline of Hidden Valley Road; thence southerly to the corporate line. (unincorporated territory).

Approved by Carroll County: 2-7-2022

Approved by the City of Carroll: _____

Mark E. Beardmore
City of Carroll, Mayor

Stephanie Hausman
Stephanie Hausman, Chairperson
Board of Supervisors
Carroll County, Iowa

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY
OF CARROLL, IOWA, 2011, BY AMENDING PROVISIONS PERTAINING TO
VOTING PRECINCTS

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

SECTION 1. Chapter 3, Section 02, Subsection 1, of the Code of Ordinances of the City of Carroll, Iowa, 2011, is repealed and the following is adopted in lieu thereof:

3.02

1. Precinct One: Boundaries Correspond with Ward 1 (incorporated territory) and that part of Grant Township, shall include all of the unincorporated area of Grant Township that is South of 180th Street and West of Noble Avenue and North of 190th Street and West of Noble Avenue and all that part of the City of Carroll lying, for the most part, north and east of the following described lines: Beginning at the northern corporate limits, located approximately eleven hundred seventy-two feet north of the intersection of North West Street and Thirtieth Street; thence southerly along the center of corporate limits and all described streets to the centerline of Fairway Heights; thence easterly and southerly to the centerline of Randall Road; thence easterly to the second centerline of Todd Terrace; thence easterly to the centerline of Grant Road; thence southerly to the centerline of Eighteenth Street; thence westerly to the centerline of Pike Avenue; thence southerly to the centerline of Bass Street; thence easterly to the centerline of Grant Road; thence southerly to the centerline of Twelfth Street; thence westerly to the centerline of Clark Street; thence southerly to the centerline of Eleventh Street; thence easterly to the centerline of Forest Street; thence southerly to the centerline of Woodland Drive; thence easterly to the centerline of Bella Vista Drive; thence southerly to the center of U.S. Highway 30; thence easterly to the east corporate line. To also include the following described lines beginning 1,326.41 feet north of the intersection of 18th Street and Grant Road; thence east 1,971.96 feet; thence north 290 feet; thence west 1,971.96 feet; thence south 290 feet. And the following described lines: beginning 1,301.39 feet north of the intersection of 18th Street and Noble Avenue; thence west 2,580.31 feet, thence north 1,650.21 feet; thence east 2,580.31 feet; thence south 1,650.21 feet.

SECTION 2. REPEALER. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 3. 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 4. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

Passed and approved this _____ day of _____, 2022.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

Mark E. Beardmore, Mayor

ATTEST:

Laura A. Schaefer, City Clerk

City of Carroll

627 N. Adams Street

Carroll, Iowa 51401

(712) 792-1000

FAX: (712) 792-0139

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

FROM: Mike Pogge-Weaver, City Manager

DATE: February 10, 2022

SUBJECT: Vacation of three Plats of Survey owned by Leona M. Drees Farm, LLC in the NE1/4 of Section 12, Township 84 North, Range 35 West 5th P.M., Carroll County Iowa

The City of Carroll has received a request from Gregory J. Siemann, representing Larry J. Drees, Member-Manager of Leona M. Drees Farm, LLC, to vacate three plats of survey for property owned by Leona M. Drees Farm, LLC. The legal description of the plats of survey to be vacated are as follows:

1. The North Three-Fourths of the NE1/4 of Section 12, Township 84 North, Range 35 West 5th P.M., Carroll County, Iowa, EXCEPT Lot 1 of the NE1/4 NE1/4 and Lot 1 of the SE1/4 NE1/4 of said Section 12 filed of record July 24, 1990 in I.S. Plat Book 9, Page 16
2. Lot 1 of the NE1/4 NE1/4; and Lot 1 of the SE1/4 NE1/4; of Section 12, Township 84 North, Range 35 West 5th P.M., Carroll County Iowa, filed of record on July 24, 1990 in I.S. Plat Book 9, Page 17
3. Lot 2 of the NE1/4 NE1/4; and Lot 2 of the SE1/4 NE1/4; of Section 12, Township 84 North, Range 35 West 5th P.M., Carroll County, Iowa filed of record June 15, 2016 in I.S. Plat Book 16, Page 015

The applicant has indicated on their petition the legal description for the property, which includes the vacated lots, will be the North 3/4th of the Northeast Quarter of Section 12, Township 84 North, Range 35, West of the 5th P.M., Carroll County, Iowa. Approval of the vacation request allows the owners to reconfigure the lots without going through the subdivision process. Once the vacation is approved and recorded, the property owners will have a survey completed and then the City can complete their survey approval process.

Attached for information are:

1. The three plats of survey
2. Petition For Vacation of Survey Plats
3. A copy of Iowa Code - Chapter 354.22 – Vacation of Official Plats

Public Input:

As required by Iowa Code 354.22.1, notice was published in the Carroll Times Herald on January 25, 2022 and February 8, 2022 notifying the public of the requested vacation. As of the date of this memo, no comments have been received by the City.

Alternatives:

At the close of the public hearing, to permit objections or recommendations from the public, the City Council shall approve or deny the vacation request. The following options exist for the Council:

1. Approve the vacation request;
2. Deny the vacation request;
3. Table pending additional comment/feedback.

PLANNING AND ZONING COMMISSION RECOMMENDATION: The Planning and Zoning Commission reviewed the vacation request at their January 12, 2022 meeting. The Commission voted to recommend that the City Council approve the proposed vacation.

STAFF RECOMMENDATION:

That the City Council consider approving the vacation of the plats of survey as requested.

RESOLUTION NO. _____

WHEREAS, Larry J. Drees, Member-Manager of Leona M. Drees Farm, LLC of certain real estate described in certain plats filed by them with the City Clerk of the City of Carroll, Iowa, known as The North Three-Fourths of the NE1/4 of Section 12, Township 84 North, Range 35 West 5th P.M., Carroll County, Iowa, EXCEPT Lot 1 of the NE1/4 NE1/4 and Lot 1 of the SE1/4 NE1/4 of said Section 12 filed of record July 24, 1990 in I.S. Plat Book 9, Page 16 and Lot 1 of the NE1/4 NE1/4; and Lot 1 of the SE1/4 NE1/4; of Section 12, Township 84 North, Range 35 West 5th P.M., Carroll County Iowa, filed of record on July 24, 1990 in I.S. Plat Book 9, Page 17 and Lot 2 of the NE1/4 NE1/4; and Lot 2 of the SE1/4 NE1/4; of Section 12, Township 84 North, Range 35 West 5th P.M., Carroll County, Iowa filed of record June 15, 2016 in I.S. Plat Book 16, Page 015; and,

WHEREAS, on February 14, 2022, the City Council of Carroll, Iowa, after public hearing, granted a request by the owners to vacate The North Three-Fourths of the NE1/4 of Section 12, Township 84 North, Range 35 West 5th P.M., Carroll County, Iowa, EXCEPT Lot 1 of the NE1/4 NE1/4 and Lot 1 of the SE1/4 NE1/4 of said Section 12 filed of record July 24, 1990 in I.S. Plat Book 9, Page 16 and Lot 1 of the NE1/4 NE1/4; and Lot 1 of the SE1/4 NE1/4; of Section 12, Township 84 North, Range 35 West 5th P.M., Carroll County Iowa, filed of record on July 24, 1990 in I.S. Plat Book 9, Page 17 and Lot 2 of the NE1/4 NE1/4; and Lot 2 of the SE1/4 NE1/4; of Section 12, Township 84 North, Range 35 West 5th P.M., Carroll County, Iowa filed of record June 15, 2016 in I.S. Plat Book 16, Page 015;

WHEREAS, the City of Carroll, Iowa has no objection to the vacation and consents thereto.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Carroll, Iowa that the vacation of plats executed by the owner Leona M Drees Farm LLC is hereby approved as it applies to the following said plats:

1. The North Three-Fourths of the NE1/4 of Section 12, Township 84 North, Range 35 West 5th P.M., Carroll County, Iowa, EXCEPT Lot 1 of the NE1/4 NE1/4 and Lot 1 of the SE1/4 NE1/4 of said Section 12 filed of record July 24, 1990 in I.S. Plat Book 9, Page 16
2. Lot 1 of the NE1/4 NE1/4; and Lot 1 of the SE1/4 NE1/4; of Section 12, Township 84 North, Range 35 West 5th P.M., Carroll County Iowa, filed of record on July 24, 1990 in I.S. Plat Book 9, Page 17
3. Lot 2 of the NE1/4 NE1/4; and Lot 2 of the SE1/4 NE1/4; of Section 12, Township 84 North, Range 35 West 5th P.M., Carroll County, Iowa filed of record June 15, 2016 in I.S. Plat Book 16, Page 015

NOW, THEREFORE, BE IT FURTHER RESOLVED by the City Council of the City of Carroll, Iowa the following:

1. After vacation of the above surveys, the parcel shall be now known as: The North 3/4ths of the Northeast Quarter of Section 12, Township 84 North, Range 35, West of the 5th P.M., Carroll County, Iowa.
2. This Resolution shall be fully binding upon the owners, their assigns, purchasers or successors in interest.
3. The Mayor and City Clerk of the City of Carroll, Iowa, are hereby directed to certify this Resolution and cause the same to be affixed to the said plat as provided by law.

Adopted and passed by the Carroll City Council this 14th day of February, 2022.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Mark E. Beardmore, Mayor

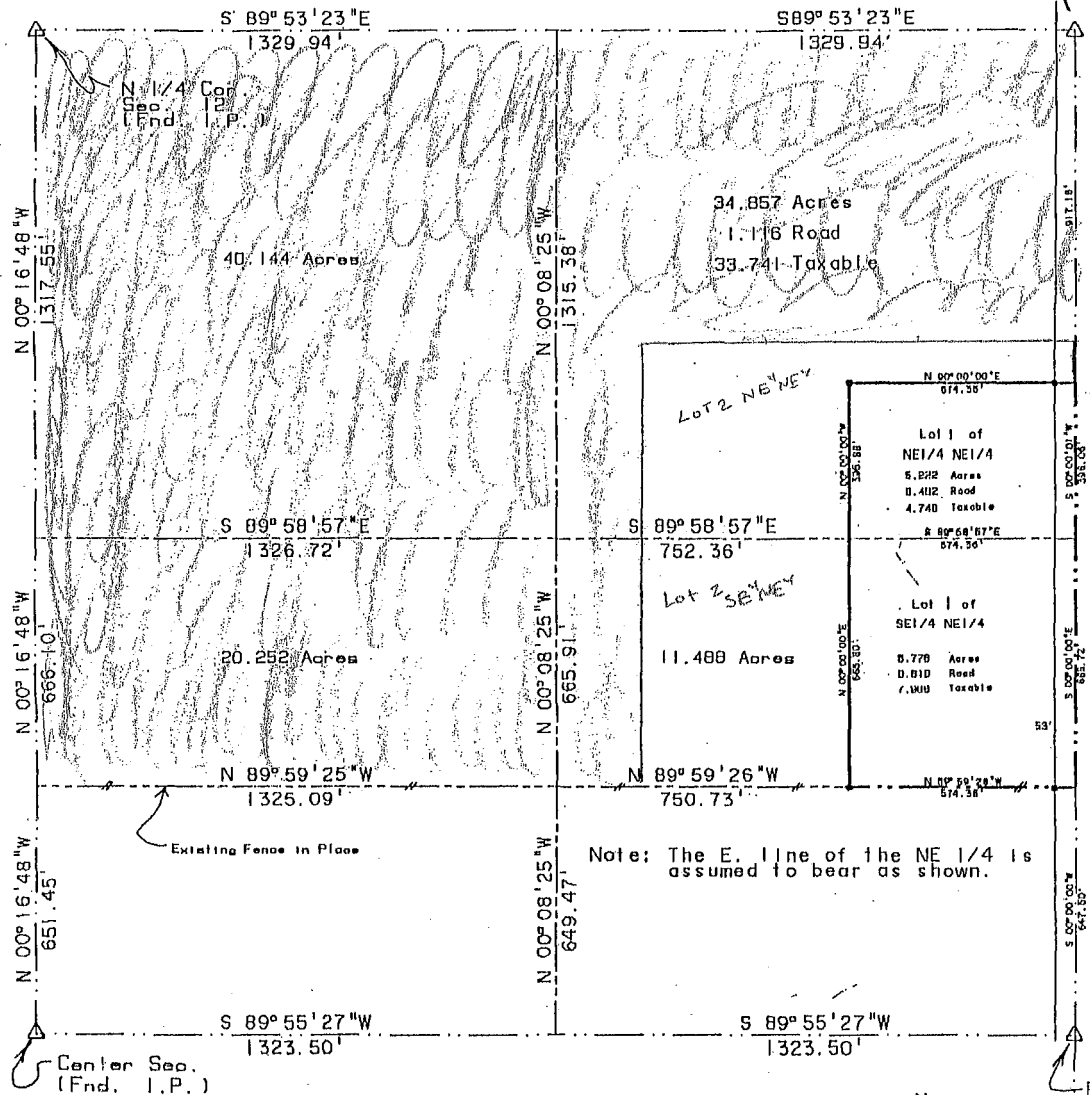
ATTEST:

By: _____
Laura A. Schaefer, City Clerk

STATE OF IOWA
County of Carroll
Filed for record on July 24 19 90
at 8:50 o'clock A M and recorded in
Book 9 Page 16
Fee \$ 5.00 Betty L. Sheehan Co. Recorder

PLAT
N 3/4 of NE 1/4 EXCEPT
NE 1/4 NE 1/4 & LOT 1 of SE 1/4 NE 1/4
SECTION 12 - T84N - R35W
CARROLL COUNTY, IOWA

7-24-90
mal



FIELD NOTES

LEGEND

- = Corner Found
- = Iron Pin Set (1/2" Round w/ Cap No. 10318)
- R = Record Observation
- F.N. = Actual Field Measure

Graphic Scale in Feet
0 400



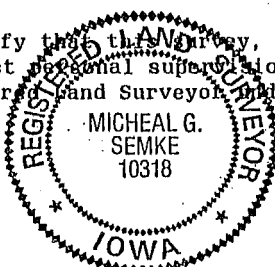
The North Three Quarters of the Northeast Quarter of Section 12, Township 84 North, Range 35 West of the 5th P.M., Carroll County, Iowa, EXCEPT Lot 1 of the NE 1/4 of the NE 1/4 and Lot 1 of the SE 1/4 of the NE 1/4 of said Section 12 containing 106.741 acres inclusive of the County road on the East side thereof.

Approved 7-23-90
Carroll City Council

CERTIFICATION

I hereby certify that the survey, plat, and description were prepared by me or under my direct personal supervision at the request of Leona Drees and that I am a duly Registered Land Surveyor under the laws of the State of Iowa.

6-18-90
DATE



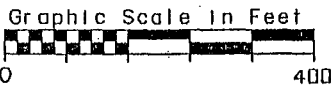
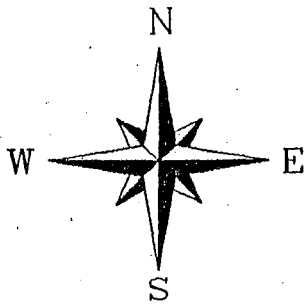
by H. Kienapfel
H. Kienapfel, Mayor

Micheal G. Semke
MICHEAL G. SEMKE, RLS NO. 10318

PLAT
 LOT 1 of NE 1/4 NE 1/4 & LOT 1 of SE 1/4 NE 1/4
 SECTION 12 - T84N - R35W
 CARROLL COUNTY, IOWA

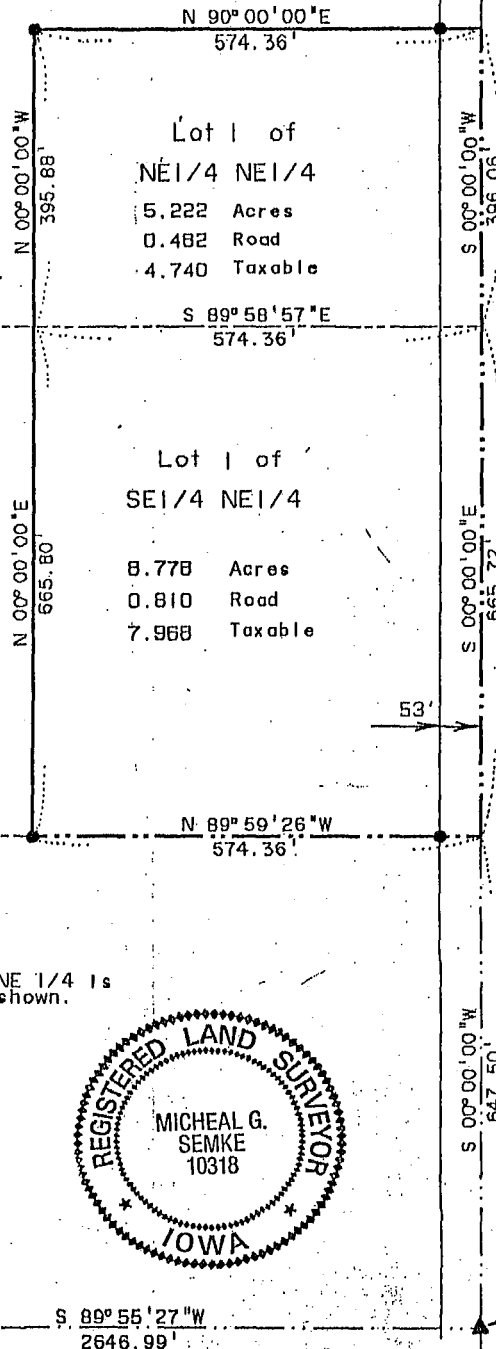
7-24-90
Mal

NE Cor.
 Sec. 12
 (Fnd. "x")



LEGEND

- - Corner Found
- - Iron Pin Set (1/2" Rod w/ Cap No. 10318)
- R. - Record Dimension
- F.M. - Actual Field Measure

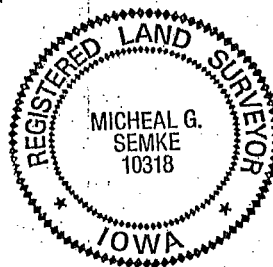


STATE OF IOWA	as last No.	0132
County of Carroll	Filed for record on	July 24, 1990
	at	8:52 a'clock
	Book	17
	Page	10.00
	Fee \$	BETTY L. SHEEHAN Co. Recorder

Note: The E. line of the NE 1/4 is assumed to bear as shown.

Approved 7-23-90
 Carroll City Council

by *H. Kienapfel*
 H. Kienapfel, Mayor



CERTIFICATION

I hereby certify that this survey, plat, and description were prepared by me or under my direct personal supervision at the request of Leona Drees and that I am a duly Registered Land Surveyor under the laws of the State of Iowa.

6-18-90
 DATE

Michael G. Semke
 MICHAEL G. SEMKE, RLS. NO. 10318

FIELD NOTES

LOT 1 of NE 1/4 NE 1/4

Commencing at the East Quarter Corner Section 12, Township 84 North, Range 35 West of the 5th P.M., Carroll County, Iowa; thence North 0°00'00" East, 1313.22 feet to the point of beginning; thence North 89°58'57" West, 574.36 feet; thence North 0°00'00" West, 395.88 feet; thence North 90°00'00" East, 574.36 feet; thence South 0°00'00" West, 396.06 feet to the point of beginning containing 5.222 acres inclusive of the County road right-of-way on the East side thereof subject to easements apparent or of record.

The above described parcel shall hereafter be known as Lot 1 of the NE 1/4 of the NE 1/4 said Section 12 - T84N - R35W of the 5th P.M., Carroll County, Iowa.

LOT 1 of SE 1/4 NE 1/4

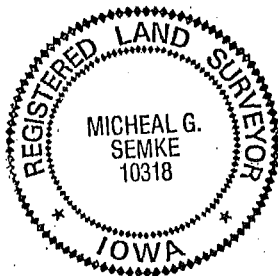
Commencing at the East Quarter Corner Section 12, Township 84 North, Range 35 West of the 5th P.M., Carroll County, Iowa; thence North 0°00'00" East, 647.50 feet to the point of beginning; thence North 89°59'26" West, 574.36 feet; thence North 0°00'00" East, 665.80 feet; thence South 89°58'57" East, 574.36 feet; thence South 0°00'00" West, 665.72 feet to the point of beginning containing 8.778 acres inclusive of the County road right-of-way on the East side thereof subject to easements apparent or of record.

The above described parcel shall hereafter be known as Lot 1 of the SE 1/4 of the NE 1/4 said Section 12 - T84N - R35W of the 5th P.M., Carroll County, Iowa.

CERTIFICATION

I hereby certify that this survey, plat, and description were prepared by me or under my direct personal supervision at the request of Leona Drees and that I am a duly Registered Land Surveyor under the laws of the State of Iowa.

6-13-90
DATE



Michael G. Semke
MICHEAL G. SEMKE, RLS NO. 10318

INST NO: 2016-1700

BK 16

PG 015

RECORDED 6/15/2016

TIME 10:30 AM

DOC TYPE PS

PAGES 2

FEE PAID \$12.00

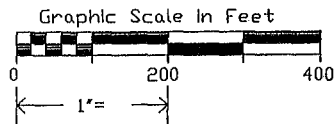
REVENUE TAX \$0.00

MARILYN DOPHEIDE, RECORDER

CARROLL COUNTY IOWA

This document prepared by: Semke & Associates - 712-792-2276
 Micheal G. Semke, L.S.#10318 - 716 N. Crawford - Carroll, Iowa

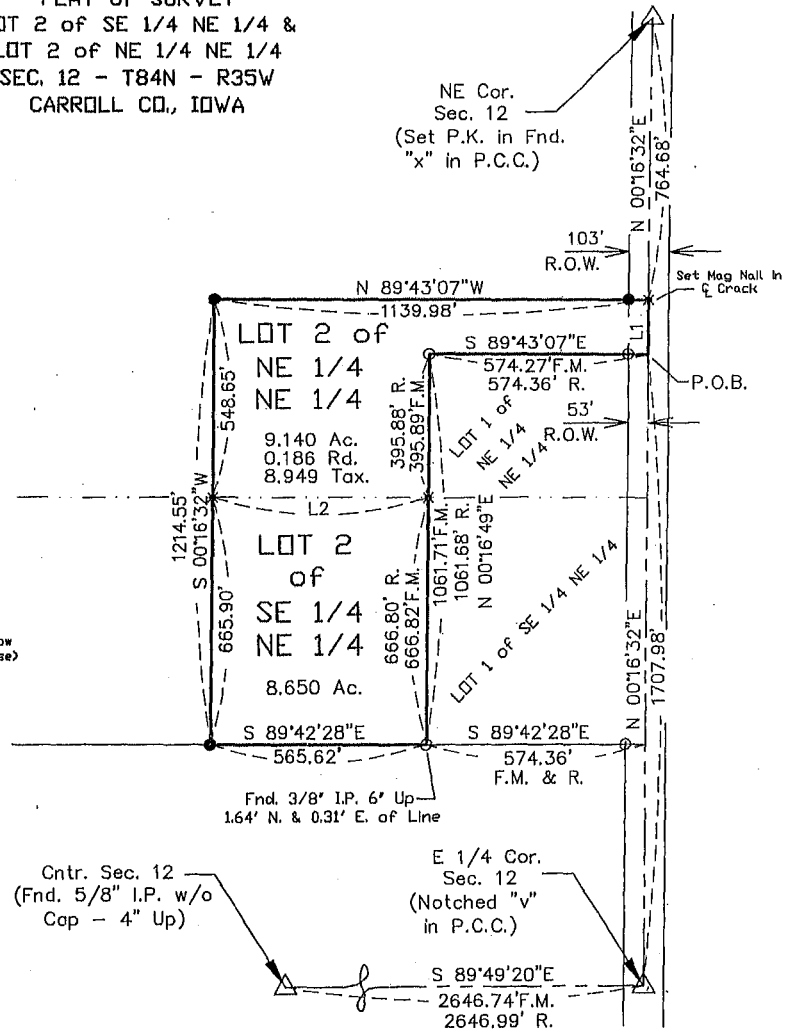
PLAT of SURVEY
 LOT 2 of SE 1/4 NE 1/4 &
 LOT 2 of NE 1/4 NE 1/4
 SEC. 12 - T84N - R35W
 CARROLL CO., IOWA



LEGEND

- △ = Section Corner
- = Corner Found (1/2" Rerod w/Yellow Cap #10318 unless noted otherwise)
- = Iron Pin Set (1/2" x 24" Rerod w/Yellow Cap #10318)
- ✕ = Spike to be Set (80-d Spike w/ Washer #10318 unless noted)
- R. = Record Dimension
- F.M. = Actual Field Measure

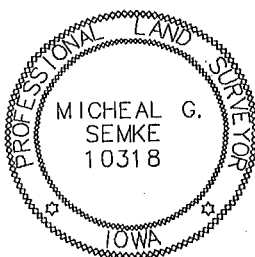
Note: The E. line of the NE 1/4 is assumed to bear as shown from Iowa Regional Coordinate System - Zone 07



LINE	BEARING	DISTANCE
L 1	N 00°16'32\"E	152.94'
L 2	S 89°42'02\"E	565.68'

Owner of Record
 Leona Drees

Page 1 of 2



I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a Professional Land Surveyor under the laws of the State of Iowa.

Micheal G. Semke
 Signature

11/7/15
 Date of Survey

Micheal G. Semke, L.S. No. 10318
 Printed or Typed Name

Pages or sheets covered by this seal: THIS PAGE My license renewal date is December 31, 2015.

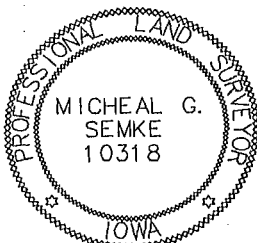
This document prepared by: Semke & Associates - 712-792-2276
Michael G. Semke, L.S.#10318 - 716 N. Crawford - Carroll, Iowa

PLAT of SURVEY
LOT 2 of SE 1/4 NE 1/4 &
LOT 2 of NE 1/4 NE 1/4
SEC. 12 - T84N - R35W
CARROLL CO., IOWA
Page 2 of 2

DESCRIPTION:

Beginning at the Northeast Corner of Lot 1 of the Northeast Quarter of the Northeast Quarter of Section 12, Township 84 North, Range 35 West of the 5th P.M., Carroll County, Iowa; thence North 00° 16' 32" East along the East line of said Northeast Quarter, 152.94 feet; thence North 89° 43' 07" West, 1139.98 feet; thence South 00° 16' 32" West, 1214.55 feet; thence South 89° 42' 28" East, 565.62 feet to the Southwest Corner of Lot 1 of the Southeast Quarter of the Northeast Quarter; thence North 00° 16' 49" East along the West line of said Lot 1, 1061.71 feet to the Northwest Corner of Lot 1 of the Northeast Quarter of said Northeast Quarter; thence South 89° 43' 07" East along the North line of said Lot 1, 574.27 feet to the POINT OF BEGINNING containing 17.790 acres inclusive of the County Road Right-of-way on the East side thereof and subject to easements apparent or of record.

The above described parcel shall hereafter be known as Lot 2 of the Southeast Quarter of the Northeast Quarter and Lot 2 of the Northeast Quarter of the Northeast Quarter of said Section 12, Township 84 North, Range 35 West of the 5th P.M., Carroll County, Iowa as shown on Page 1.



I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a Professional Land Surveyor under the laws of the State of Iowa.

Michael G. Semke 11/2/15
Signature Date of Survey
Michael G. Semke, L.S. No. 10318
Printed or Typed Name

Pages or sheets covered by this seal: _____ THIS PAGE _____ My license renewal date is December 31, 2015.

PETITION FOR VACATION OF SURVEY PLATS (AMENDED)
(Iowa Code Section 354.22)

Whereas the Leona M. Drees Farm, LLC is the owner of the following described property, to wit:

The North Three-fourths of the NE¼ of Section 12, Township 84 North, Range 35 West 5th P.M., Carroll County, Iowa, including Lots 1 and 2 of the NE¼ NE¼ and including Lots 1 and 2 of the SE¼ NE¼ of said Section 12

1. The Leona M. Drees Farm, LLC requests that the survey plats for the following described property be vacated, to wit:

The North Three-fourths of the NE¼ of Section 12, Township 84 North, Range 35 West 5th P.M., Carroll County, Iowa, EXCEPT Lot 1 of the NE¼ NE¼ and Lot 1 of the SE¼ NE¼ of said Section 12 filed of record July 24, 1990 in I.S. Plat Book 9, Page 16

Lot 1 of the NE¼ NE¼; and Lot 1 of the SE¼ NE¼; of Section 12, Township 84 North, Range 35 West 5th P.M. Carroll County, Iowa filed of record on July 24, 1990 in I.S. Plat Book 9, Page 17.

Lot 2 of the NE¼ NE¼; and Lot 2 of the SE¼ NE¼; of Section 12, Township 84 North, Range 35 West 5th P.M. Carroll County, Iowa filed of record June 15, 2016 in I.S. Plat Book 16, Page 015

2. Attached to this Petition are copies of the survey plats for the properties to be vacated.
3. The following owners and mortgagees within the area of the official plat to be vacated that are within 300 feet of the property to be vacated, to wit:
 - a. Randy L. Drees and Joan M. Drees, husband and wife, 17219 Mahogany Avenue, Carroll, Iowa 51401
 - b. Larry J. Drees, Manager of Leona M. Drees Farm, LLC, 1493 310th Road, Adair, Iowa 50002
 - c. There are no mortgagees
4. The Leona M. Drees Farm, LLC requests that the City of Carroll fix a time and place for a public hearing on this Petition.
5. After the lots above-described are vacated the subsequent legal description for the property including the vacated lots owned by Leona M. Drees Farm, LLC will be:

The North 3/4ths of the Northeast Quarter of Section 12, Township 84 North, Range 35, West of the 5th P.M., Carroll County, Iowa

6. No areas of this description have been dedicated for public use.
7. This proposed vacation would not involve the closing or obstructing of any public highway.
8. Attached to this amended petition is a certification by the Carroll County Auditor as required by Section 354.22 of the Iowa Code.

Wherefore the undersigned prays that this matter be set down for a public hearing as provided for in Chapter 354.22 of the Iowa Code and that upon said hearing that the City of Carroll issue a resolution approving of this vacation.

Dated: January 12, 2022

Leona M. Drees Farm, LLC

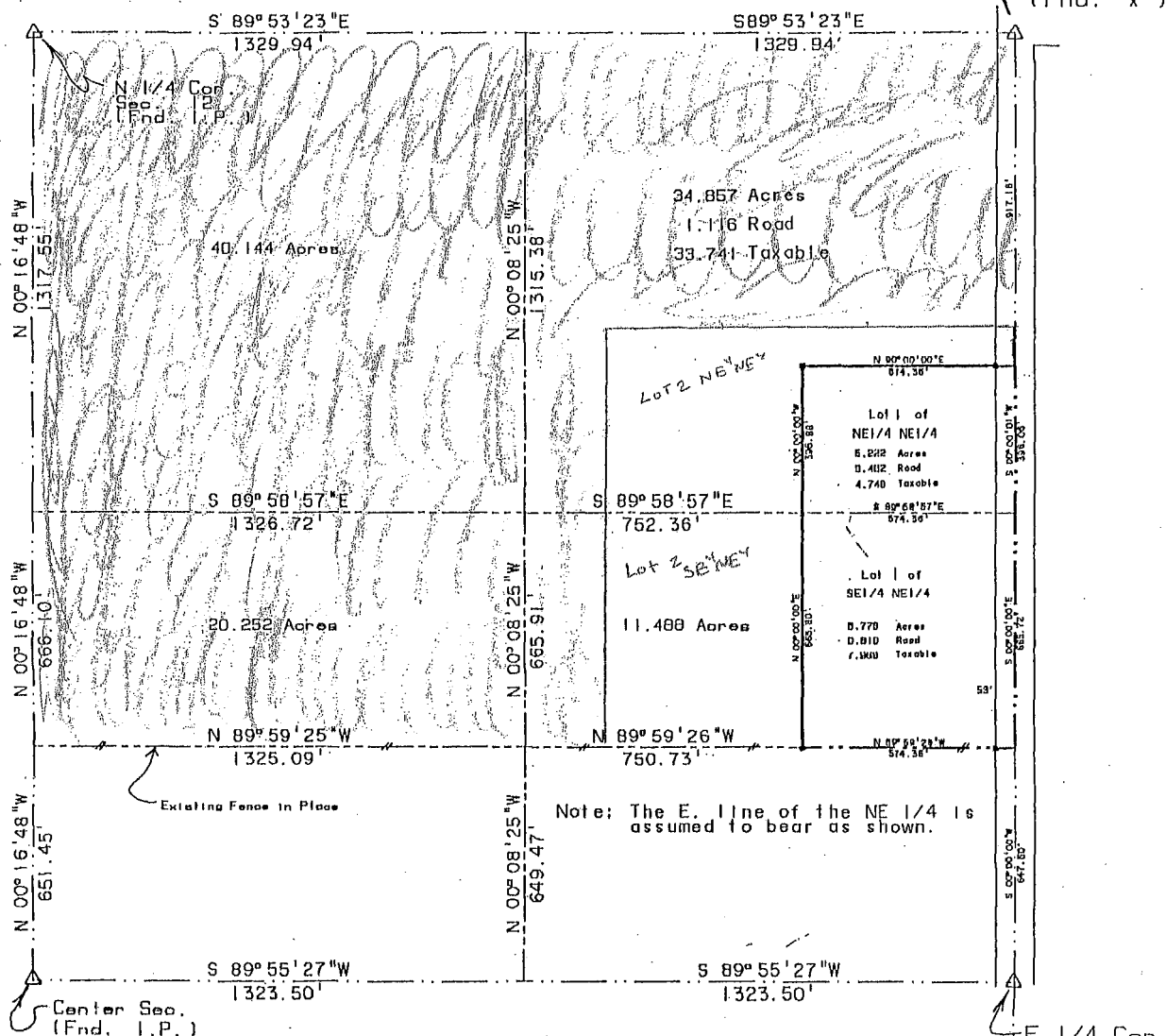


Gregory J. Siemann, their attorney
802 N. Adams Street, PO Box 765
Carroll, IA 51401
TELEPHONE: (712) 792-2200
gregsiemann@siemannlawfirm.com
ISBA NO 5138
ICIS PIN NO AT0007314
ATTORNEY

STATE OF IOWA
County of Carroll ss Inst. No. 0136 LOT 10
Filed for record on July 24 19 90
at 8:50 o'clock A M and recorded in
Book 9 Page 16
Fee \$ 5.00 Betty L. Sheehan Co. Recorder

PLAT
N 3/4 of NE 1/4 EXCEPT
NE 1/4 NE 1/4 & LOT 1 of SE 1/4 NE 1/4
SECTION 12 - T84N - R35W
CARROLL COUNTY, IOWA

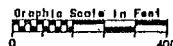
7-24-90
Mal



FIELD NOTES

LEGEND

- = Corner Found
● = Iron Pin Set (1/2" Rered w/
Cap No. 103181)
R. = Record Dimension
F.M. = Actual Field Measure



The North Three Quarters of the Northeast Quarter of Section 12, Township 84 North, Range 35 West of the 5th P.M., Carroll County, Iowa, EXCEPT Lot 1 of the NE 1/4 of the NE 1/4 and Lot 1 of the SE 1/4 of the NE 1/4 of said Section 12 containing 106.741 acres inclusive of the County road on the East side thereof.

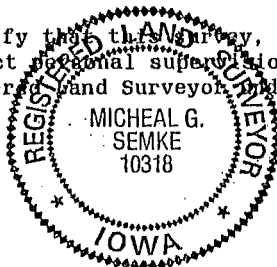
Approved 7-23-90
Carroll City Council

by A.J. Kinnappel

CERTIFICATION

I hereby certify that this survey, plat, and description were prepared by me or under my direct personal supervision at the request of Leona Drees and that I am a duly Registered Land Surveyor under the laws of the State of Iowa.

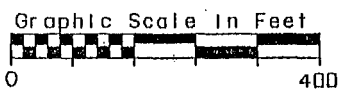
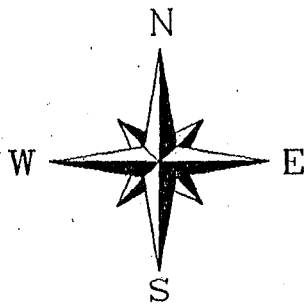
6-18-90
DATE



Michael G. Semke Page 29
MICHEAL G. SEMKE, RLS NO. 10318

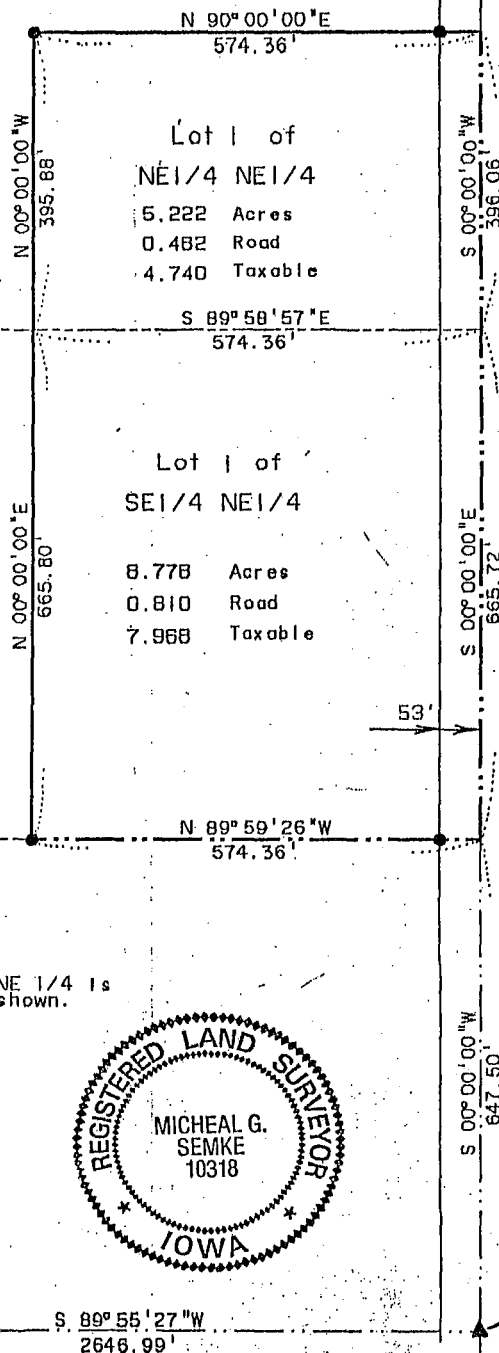
PLAT
 LOT 1 of NE 1/4 NE 1/4 & LOT 1 of SE 1/4 NE 1/4
 SECTION 12 - T84N - R35W
 CARROLL COUNTY, IOWA

7-24-90
Mal



LEGEND

- - Corner Found
- - Iron Pin Set (1/2" Rod w/ Cap No. 10318)
- R. - Record Dimension
- F.M. - Actual Field Measure



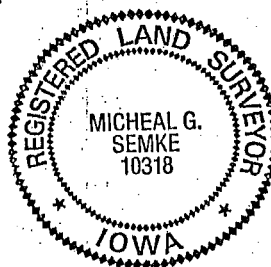
NE Cor.
 S 89° 12'
 (Fnd. "x")

STATE OF IOWA	as best No.	0132
County of Carroll	July 24	1990
Find for record on	at	8:52 a'clock
Book	Page	17
Fee \$	10.00	
BETTY L. SHEPARD Co. Recorder		

Note: The E. line of the NE 1/4 is assumed to bear as shown.

Approved 7-23-90
 Carroll City Council

by *H. Kienapfel*
 H. Kienapfel, Mayor



CERTIFICATION

I hereby certify that this survey, plat, and description were prepared by me or under my direct personal supervision at the request of Leona Drees and that I am a duly Registered Land Surveyor under the laws of the State of Iowa.

6-18-90
 DATE

Michael G. Semke
 MICHAEL G. SEMKE, RLS. NO. 10318

E 1/4 Cor.
 S 89° 12'
 (Set "x")

FIELD NOTES

LOT 1 of NE 1/4 NE 1/4

Commencing at the East Quarter Corner Section 12, Township 84 North, Range 35 West of the 5th P.M., Carroll County, Iowa; thence North 0°00'00" East, 1313.22 feet to the point of beginning; thence North 89°58'57" West, 574.36 feet; thence North 0°00'00" West, 395.88 feet; thence North 90°00'00" East, 574.36 feet; thence South 0°00'00" West, 396.06 feet to the point of beginning containing 5.222 acres inclusive of the County road right-of-way on the East side thereof subject to easements apparent or of record.

The above described parcel shall hereafter be known as Lot 1 of the NE 1/4 of the NE 1/4 said Section 12 - T84N - R35W of the 5th P.M., Carroll County, Iowa.

LOT 1 of SE 1/4 NE 1/4

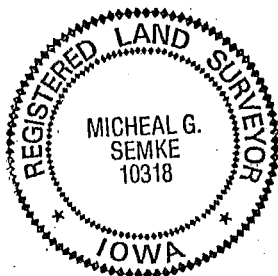
Commencing at the East Quarter Corner Section 12, Township 84 North, Range 35 West of the 5th P.M., Carroll County, Iowa; thence North 0°00'00" East, 647.50 feet to the point of beginning; thence North 89°59'26" West, 574.36 feet; thence North 0°00'00" East, 665.80 feet; thence South 89°58'57" East, 574.36 feet; thence South 0°00'00" West, 665.72 feet to the point of beginning containing 8.778 acres inclusive of the County road right-of-way on the East side thereof subject to easements apparent or of record.

The above described parcel shall hereafter be known as Lot 1 of the SE 1/4 of the NE 1/4 said Section 12 - T84N - R35W of the 5th P.M., Carroll County, Iowa.

CERTIFICATION

I hereby certify that this survey, plat, and description were prepared by me or under my direct personal supervision at the request of Leona Drees and that I am a duly Registered Land Surveyor under the laws of the State of Iowa.

6-13-90
DATE



Michael G. Semke
MICHEAL G. SEMKE, RLS NO. 10318

INST NO: 2016-1700

BK 16

PG 015

RECORDED 6/15/2016 TIME 10:30 AM

DOC TYPE PS

PAGES 2

FEE PAID \$12.00

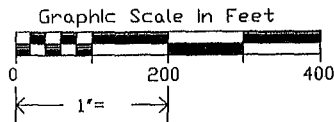
REVENUE TAX \$0.00

MARILYN DOPHEIDE, RECORDER

CARROLL COUNTY IOWA

This document prepared by: Semke & Associates - 712-792-2276
 Micheal G. Semke, L.S.#10318 - 716 N. Crawford - Carroll, Iowa

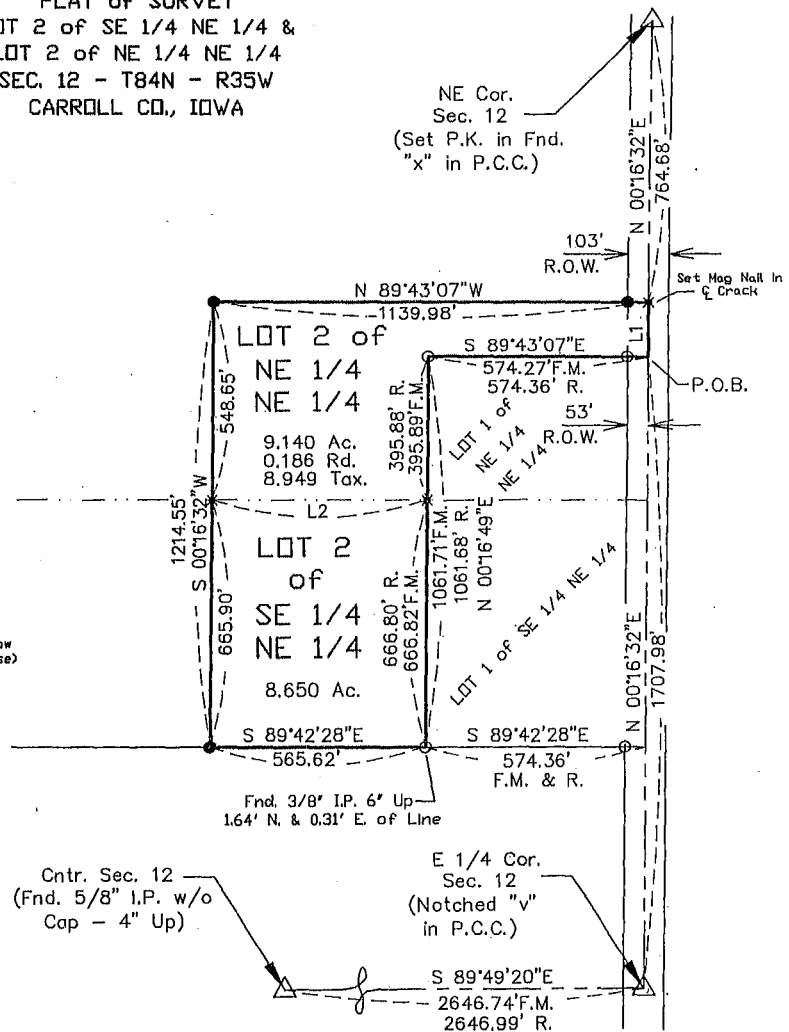
PLAT of SURVEY
 LOT 2 of SE 1/4 NE 1/4 &
 LOT 2 of NE 1/4 NE 1/4
 SEC. 12 - T84N - R35W
 CARROLL CO., IOWA



LEGEND

- △ = Section Corner
- = Corner Found (1/2" Rerod w/Yellow Cap #10318 unless noted otherwise)
- = Iron Pin Set (1/2" x 24" Rerod w/Yellow Cap #10318)
- ✕ = Spike to be Set (80-d Spike w/ Washer #10318 unless noted)
- R. = Record Dimension
- F.M. = Actual Field Measure

Note: The E. line of the NE 1/4 is assumed to bear as shown from Iowa Regional Coordinate System - Zone 07



Cntr. Sec. 12
 (Fnd. 5/8" I.P. w/o Cap - 4" Up)

E 1/4 Cor.
 Sec. 12
 (Notched "v" in P.C.C.)

Owner of Record
 Leona Drees

LINE	BEARING	DISTANCE
L 1	N 00°16'32"E	152.94'
L 2	S 89°42'02"E	565.68'

Page 1 of 2



I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a Professional Land Surveyor under the laws of the State of Iowa.

Micheal G. Semke
 Signature

11/7/15
 Date of Survey

Micheal G. Semke, L.S. No. 10318
 Printed or Typed Name

Pages or sheets covered by this seal: THIS PAGE My license renewal date is December 31, 2015.

This document prepared by: Semke & Associates - 712-792-2276
Micheal G. Semke, L.S.#10318 - 716 N. Crawford - Carroll, Iowa

PLAT of SURVEY
LOT 2 of SE 1/4 NE 1/4 &
LOT 2 of NE 1/4 NE 1/4
SEC. 12 - T84N - R35W
CARROLL CO., IOWA
Page 2 of 2

DESCRIPTION:

Beginning at the Northeast Corner of Lot 1 of the Northeast Quarter of the Northeast Quarter of Section 12, Township 84 North, Range 35 West of the 5th P.M., Carroll County, Iowa; thence North 00° 16' 32" East along the East line of said Northeast Quarter, 152.94 feet; thence North 89° 43' 07" West, 1139.98 feet; thence South 00° 16' 32" West, 1214.55 feet; thence South 89° 42' 28" East, 565.62 feet to the Southwest Corner of Lot 1 of the Southeast Quarter of the Northeast Quarter; thence North 00° 16' 49" East along the West line of said Lot 1, 1061.71 feet to the Northwest Corner of Lot 1 of the Northeast Quarter of said Northeast Quarter; thence South 89° 43' 07" East along the North line of said Lot 1, 574.27 feet to the POINT OF BEGINNING containing 17.790 acres inclusive of the County Road Right-of-way on the East side thereof and subject to easements apparent or of record.

The above described parcel shall hereafter be known as Lot 2 of the Southeast Quarter of the Northeast Quarter and Lot 2 of the Northeast Quarter of the Northeast Quarter of said Section 12, Township 84 North, Range 35 West of the 5th P.M., Carroll County, Iowa as shown on Page 1.



I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a Professional Land Surveyor under the laws of the State of Iowa.

Micheal G. Semke 11/2/15
Signature Date of Survey
Micheal G. Semke, L.S. No. 10318
Printed or Typed Name

Pages or sheets covered by this seal: THIS PAGE My license renewal date is December 31, 2015.

354.22 Vacation of official plats.

1. The proprietors of lots within an official plat who wish to vacate any portion of the official plat shall file a petition for vacation with the governing body which would have jurisdiction to approve the plat at the time the petition is filed. After the petition has been filed, the governing body shall fix the time and place for public hearing on the petition. Written notice of the proposed vacation shall be served in the manner of original notices as provided in Iowa rules of civil procedure and be served upon proprietors and mortgagees within the official plat that are within three hundred feet of the area to be vacated. If a portion of the official plat adjoins a river or state-owned lake, the Iowa department of natural resources shall be served written notice of the proposed vacation. Notice of the proposed vacation shall be published twice, with fourteen days between publications, stating the date, time, and place of the hearing.

2. The official plat or portion of the official plat shall be vacated upon recording of all of the following documents:

a. An instrument signed, executed, and acknowledged by all the proprietors and mortgagees within the area of the official plat to be vacated, declaring the plat to be vacated. The instrument shall state the existing lot description for each proprietor along with an accurate description to be used to describe the land after the lots are vacated.

b. A resolution by the governing body approving the vacation and providing for the conveyance of those areas included in the vacation which were previously set aside or dedicated for public use.

c. A certificate of the auditor that the vacated part of the plat can be adequately described for assessment and taxation purposes without reference to the vacated lots.

3. No part of [this section](#) authorizes the closing or obstructing of public highways.

4. The vacation of a portion of an official plat shall not remove or otherwise affect a recorded restrictive covenant, protective covenant, building restriction, or use restriction. Recorded restrictions on the use of property within an official plat shall be modified or revoked by recording a consent to the modification or removal, signed and acknowledged by the proprietors and mortgagees within the official plat.

[90 Acts, ch 1236, §36](#)

C91, §409A.22

[92 Acts, ch 1055, §1](#)

C93, §354.22

[2010 Acts, ch 1061, §180](#)

Referred to in [§354.23](#)

City of Carroll

627 N. Adams Street

Carroll, Iowa 51401

(712) 792-1000

FAX: (712) 792-0139

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

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

DATE: February 9, 2022

SUBJECT: Twelfth Street Reconstruction
STBG Funding Application

An Application for Federal funding under the Surface Transportation Block Grant (STBG) Program has been prepared. The Application is for reconstruction of Twelfth Street from West Street to Grant Road. Reconstruction is anticipated to include pavement removal, sanitary sewer and watermain rehabilitation/reconstruction, storm sewer construction, pavement construction, sidewalk repair and other associated work. The Twelfth Street segment is recommended based on pavement condition and field review compared to other Federal-aid eligible routes.

Applications were due January 31. An Application has been submitted, unsigned. It can be withdrawn if so desired. A copy is attached.

The estimated project cost and proposed funding is as follows:

	<u>Roadway</u>	<u>Municipal Utilities</u>	<u>Total Cost</u>	<u>Federal-aid</u>	<u>Local</u>
Construction	\$2,400,000	\$600,000	\$3,000,000	\$800,000	\$2,200,000
Engineering	\$ 400,000	\$100,000	\$ 500,000	\$ 0	\$ 500,000
Total	\$2,800,000	\$700,000	\$3,500,000	\$800,000	\$2,700,000

The Application for funding is for Federal Fiscal Year 2026. The proposed F.Y. 23-27 Capital Improvement Program includes a Street Reconstruction project in F.Y. 2026.

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

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

RMK:ds

attachments (2)

RESOLUTION NO. _____

A RESOLUTION COMMITTING FUNDS FOR CONSTRUCTION AND ASSURING OPERATION AND MAINTENANCE OF THE TWELFTH STREET RECONSTRUCTION PROJECT.

WHEREAS, the City of Carroll is desirous of improving the serviceability of Twelfth Street from West Street to Grant Road; and,

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

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

BE IT FURTHER RESOLVED that funding for the engineering costs and local share, now estimated to equal \$2,000,000, is assured to be made available by the City Council from sources that may be lawfully used for that purpose; and,

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

Passed and approved by the Carroll City Council this 14th day of February, 2022.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Mark E. Beardmore, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

**APPLICATION FOR REGION XII RPA
SURFACE TRANSPORTATION BLOCK GRANT PROGRAM
2023-2026 TRANSPORTATION IMPROVEMENT PROGRAM**

Due Date: January 28, 2022 by 4:00 pm

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

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

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

1. Applicant: City of Carroll
2. Project Name: Twelfth Street Reconstruction
3. Contact Person: Randall M. Krauel Phone Number: (712) 792-1000
Address: 627 N. Adams Street City: Carroll Zip Code: 51401
4. Lead Agency if Multi-Jurisdiction: City of Carroll
5. Project Name: Twelfth Street Reconstruction
6. Project Termini (If Applicable) West Street to Grant Road
7. Project Length (If Applicable): 0.52 mi.
8. Funding is being Requested for which Federal Fiscal Year: 2026

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

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

10. Type of work (*including project length*).

The Twelfth Street Reconstruction project includes reconstruction of Twelfth Street from West Street to Grant Road within the City of Carroll. The project length is approximately 0.52 miles. Reconstruction includes pavement removal, sanitary sewer and watermain rehabilitation/reconstruction, storm sewer construction, pavement construction, sidewalk repair and other associated work.

Twelfth Street within the project area is Federally Functionally Classified a Minor Arterial. The area includes Residential Zoning. The roadway is 25 – 28 feet back-to-back of curbs. On-street parking is prohibited as follows:

Carroll Street to Main Street: South side
Adams Street to Grant Road: North side
Clark Street to 162 ft. east: South side

The Iowa Pavement Management Program assesses the pavement condition fair, poor to very poor through the length of the project.

11. Project Budget:

ITEM	ROADWAY COST	MUNICIPAL UTILITIES	TOTAL COST
Land/Site Acquisition Costs.....	\$ 0	0	0
Construction/Materials Costs	\$2,400,000	600,000	3,000,000
Engineering/Consulting Costs.....	\$ 400,000	100,000	500,000
Capital Acquisition	\$ 0	0	0
Explain:			
Other (Explain):	\$ 0	0	0
.....	\$		
TOTAL COST	\$2,800,000*	700,000	3,500,000

Roadway only:

Local Share..... \$2,000,000 Grant Request \$800,000

**Local % of project 71% **Grant % of project 29%

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

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

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

Date(s) of Data Collection:

Location of Data Collection: West of Grant Road

Average Daily Traffic Count:

Percentage of Trucks:

Average Speed:

IDOT AADT Count: 1970 VPD

IDOT Count Year: 2016

PROJECT CERTIFICATION

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

Applicant Name (local governments sponsor): City of Carroll

Signature

Mark E. Beardmore, Mayor

Date: 02-14-22

RESOLUTION NO. _____

A RESOLUTION COMMITTING FUNDS FOR CONSTRUCTION AND ASSURING OPERATION AND MAINTENANCE OF THE TWELFTH STREET RECONSTRUCTION PROJECT.

WHEREAS, the City of Carroll is desirous of improving the serviceability of Twelfth Street from West Street to Grant Road; and,

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

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

BE IT FURTHER RESOLVED that funding for the engineering costs and local share, now estimated to equal \$2,000,000, is assured to be made available by the City Council from sources that may be lawfully used for that purpose; and,

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

Passed and approved by the Carroll City Council this 14th day of February, 2022.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Mark E. Beardmore, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

TWELFTH STREET RECONSTRUCTION



W. 12th Street and N. West Street looking east

01-27-22



W. 12th Street and N. Carroll Street looking east

01-27-22

TWELFTH STREET RECONSTRUCTION



W. 12th Street and N. Adams Street looking east

01-27-22



E. 12th Street and N. Main Street looking east

1-27-22

TWELFTH STREET RECONSTRUCTION



E. 12th Street and N. Court Street looking east 01-27-22



E. 12th Street and N. Clark Street looking east 01-27-22

City of Carroll

627 N. Adams Street

Carroll, Iowa 51401

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Mike Pogge-Weaver, City Manager *MSPW*
FROM: Chad Tiemeyer, Director of Parks and Recreation *GT*
DATE: 2/10/2022
SUBJECT: Carroll Recreation Center Building Improvement Project – 2021

On February 1st, the City of Carroll received and opened bids for the Carroll Recreation Center Building Improvements Project. The lowest responsive bid was from Badding Construction, reported below:

Base Bid	Alternate #1	Base Bid+Alternate 1
\$7,690,000.00	\$245,000.00	\$7,935,000.00

ESTIMATED COST

Based on the low bid, the current total project cost estimate is as follows:

Construction	\$ 7,935,000.00
Survey, Geo, Permits	\$ 35,000.00
FF & E	\$ 15,000.00
Design & Expenses	\$ 480,000.00
Misc.	\$ 186,000.00
Construction Contingency	<u>\$ 314,000.00</u>
Total Cost of Work	\$ 8,965,000.00

FUNDING

Current funding for the project is as follows:

LOST, Debt	\$ 5,620,000.00
LOST Collections	\$ 1,100,000.00
General Obligation Debt	\$ 700,000.00
General Fund	\$ 157,000.00
Hotel/Motel	<u>\$ 50,000.00</u>
Total Current Funding	\$ 7,627,000.00

Based on the estimated cost and the current funding, the project is short \$1,338,000.00.

ADDITIONAL POSSIBLE FUNDING SOURCES

If the Council would choose to move forward with this project, there are several funding sources the Council could consider using to cover the short fall. None of these options would create a property tax increase. One or more of these could be selected to cover the short fall, including:

- Issue additional LOST bonding, up to an additional \$1,990,000 could be issued.
 - Issuing an additional \$1,338,000 in LOST bonding to cover the short fall would increase the projected annual LOST debt payment from approximately \$379,000 annually to approximately \$454,000 annually. After the annual \$454,000 LOST debt payment, committing 25% in LOST being used for property tax relief, putting \$500,000 toward road projects and putting \$150,000 for trails project, annually approximately \$324,000 will remain in LOST funds for other projects.
- Use American Rescue Plan Act funds, up to \$1,470,260 is available.
- Delay or remove FY 2024 Outdoor Aquatic Slide in LOST in the amount of \$425,000.
- Remove trail funding in FY 2023 and FY 2024 as follows:
 - FY 2023 \$150,000 LOST
 - FY 2024 \$150,000 LOST
 - FY 2023 \$100,000 Hotel/Motel
 - FY 2024 \$100,000 Hotel/Motel

VALUE ENGINEERING

There has been some discussion on value engineering related to this project. As a quick recap, if the City would choose to move forward, they could consider looking at various ways to reduce the construction cost of the project through a value engineering process. A few areas need to be kept in mind if the City would move into a value engineering process.

- While there has been discussion about savings the value engineering process has achieved for other projects, there is NO guarantee these levels of savings could be achieved on this project. If the Council would decide to move forward with the project and take on a value engineering process, the City would first be required to approve a contract for the project based on the current bid price. Then the City, architect, and contractor would work together and identify possible areas where savings could be achieved. The City would then need to decide which cost saving options to move forward with. Once these are selected a change order with the reduction would be presented to the Council for final approval.
- Some products that were selected for the project may have a higher upfront cost but require less maintenance or have been found to be more durable over the long term. Take, for example, the new gym floor. Through the design process, a mondo flooring system was selected over a wood floor system. While a wood floor system is less expense to install on the front end, it requires ongoing maintenance every 3 to 5 years where the mondo flooring requires very little maintenance over its 20-year life. Care should be taken when materials are selected that don't unreasonably increase costs over the long term.

PROJECT OPTIONS

The following options could be considered by the City Council:

1. Proceed with full project

- The overall project cost based on actual bids is \$8,965,000.00 with available funding short \$1,338,000 before any value engineering process.

2. Proceed forward without west side fitness rooms

- The overall project cost based on actual bids is \$8,720,000.00 with available funding short \$1,093,000 before any value engineering process.

3. Scale back and rebid only the HVAC and locker room components of the project

- Based on the bids and using previous estimates from May of 2021, RDG estimated the overall project cost for the HVAC and locker room components to be \$4,268,500. The project would be overfunded by \$3,358,500.

4. Don't proceed with renovation at the Carroll Recreation Center at this time

PROJECT COST OPTION OVERVIEW

The following table provides a breakdown of the various options:

		Current Bids for the Project	Rebid HVAC & locker room portion	Estimated Cost by Project Area
	Current Bid for the Full Project	without the West Fitness Room		
Construction Cost				
Base Bid (Actual)	\$ 7,690,000	\$ 7,690,000		
Addendum #1 (Actual)	\$ 245,000			
Locker Rooms / Wet Classroom / Corridor Renovations (Est.)			\$ 2,850,000	\$ 2,850,000
HVAC for existing gymnasium (Est.)			\$ 500,000	\$ 500,000
Gymnasium Addition (Est.)				\$ 3,550,000
Raised Track (Est.)				\$ 800,000
Construction Cost	\$ 7,935,000	\$ 7,690,000	\$ 3,350,000	\$ 7,700,000
Other Costs				
Survey, Geo, Permits	\$ 35,000	\$ 35,000	\$ 35,000	
FF & E	\$ 15,000	\$ 15,000	\$ 15,000	
Design & Expenses	\$ 480,000	\$ 480,000	\$ 515,000	
Misc.	\$ 186,000	\$ 186,000	\$ 186,000	
Construction Contingency	\$ 314,000	\$ 314,000	\$ 167,500	
Total Other	\$ 1,030,000	\$ 1,030,000	\$ 918,500	
Total Approximate Construction Cost	\$ 7,935,000	\$ 7,690,000	\$ 3,350,000	
Total Other	\$ 1,030,000	\$ 1,030,000	\$ 918,500	
Total Project Cost	\$ 8,965,000	\$ 8,720,000	\$ 4,268,500	
Project Funding	\$ 7,627,000	\$ 7,627,000	\$ 7,627,000	
Total Project Cost	\$ 8,965,000	\$ 8,720,000	\$ 4,268,500	
Difference	\$ (1,338,000)	\$ (1,093,000)	\$ 3,358,500	

RECOMMENDATION

Review and consider approving one of three possible resolutions on the Carroll Recreation Center Building Improvement Project - 2021. The three resolutions the Council could consider are:

- Option A – Approve Base Bid Only (No West Side Fitness Room Renovations)
- Option B – Approve Base Bid and Add Alternate 1 (Full Project)
- Option C – Reject all bids

RESOLUTION NO. _____

RESOLUTION MAKING AWARD OF THE CONSTRUCTION CONTRACT FOR THE
CARROLL RECREATION CENTER IMPROVEMENT PROJECT - 2021.

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

WHEREAS, the following Bid for the construction of public improvements described in general as the Carroll Recreation Center Improvement Project – 2021 and further described in the plans and specifications heretofore adopted by this Council is the lowest responsive, responsible bid for said work as follows:

Contractor:	Badding Construction
Amount of Proposal:	\$7,690,000.00
Portion of Project:	Base Bid

and,

WHEREAS, the City Council has determined that award of the construction contract is in the best interest of the City and the residents thereof.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Carroll, Iowa, that the contract with Badding Construction for the construction of the Carroll Recreation Center Improvement Project – 2021 in the amount of \$7,690,000.00, is authorized and accepted, and that the Mayor and City Clerk are authorized to execute the contract on behalf of the City.

Passed and approved by the Carroll City Council this 14th day of February, 2022.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Mark E. Beardmore, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

Option B – Approve Base Bid and Add Alternate 1 (Full Project)

RESOLUTION NO. _____

RESOLUTION MAKING AWARD OF THE CONSTRUCTION CONTRACT FOR THE CARROLL RECREATION CENTER IMPROVEMENT PROJECT - 2021.

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

WHEREAS, the following Bid for the construction of public improvements described in general as the Carroll Recreation Center Improvement Project – 2021 and further described in the plans and specifications heretofore adopted by this Council is the lowest responsive, responsible bid for said work as follows:

Contractor:	Badding Construction
Amount of Proposal:	\$7,935,000.00
Portion of Project:	Base Bid and Add Alternate 1

and,

WHEREAS, the City Council has determined that award of the construction contract is in the best interest of the City and the residents thereof.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Carroll, Iowa, that the contract with Badding Construction for the construction of the Carroll Recreation Center Improvement Project – 2021 in the amount of \$7,935,000.00, is authorized and accepted, and that the Mayor and City Clerk are authorized to execute the contract on behalf of the City.

Passed and approved by the Carroll City Council this 14th day of February, 2022.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Mark E. Beardmore, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

Option C – Reject all bids

RESOLUTION NO. _____

RESOLUTION REJECTING BIDS FOR THE CONSTRUCTION OF THE CARROLL RECREATION CENTER IMPROVEMENTS PROJECT - 2021.

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

That bids for the construction on the Carroll Recreation Center Improvement Project -2021 and further described in the plans and specifications heretofore adopted by this Council, are hereby rejected.

Passed and approved by the Carroll City Council this 14th day of February, 2022.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Mark E. Beardmore, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

City of Carroll

627 N. Adams Street

Carroll, Iowa 51401

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Mike Pogge-Weaver, City Manager *MPW*
FROM: Laura A. Schaefer, Finance Director/City Clerk *las*
DATE: February 9, 2022
SUBJECT: Proposed FY 2023 Debt Issuance – Pre-levy Resolution discussion

The FY 2023 budget proposal contains a debt issuance for street improvements and partial funding for the Rec Center Building Improvements Project. It is anticipated that the debt will be issued after July 1, 2022 (FY 2023 budget).

The FY 2023 budget also includes an estimate of principal and interest to be repaid and incorporated into the proposed FY 2023 tax levy. In order to include this tax asking into the FY 2023 tax levy, a public hearing needs to be conducted and a “pre-levy” resolution approved prior to adopting the FY 2023 budget.

This “pre-levy” resolution tells the public that the City has a need for money to pay for debt service (principal and interest) for these specific projects from debt to be sold at a later date. The “pre-levy” resolution gives the basis for the debt service to be included in the FY 2023 budget. The current proposed FY 2023 levy incorporates a repayment amount (principal and interest) of \$349,569 for this debt issuance.

A not to exceed debt issuance amount will need to be determined. Once that is determined, city staff will work with PFM Financial Advisors to recommend a repayment schedule.

At the February 28 Council meeting, Council will need to approve a resolution to set a public hearing date on this debt issuance. The public hearing will be held on March 14, prior to adopting the FY 2023 budget. Two separate resolutions will also be presented at that time: 1) resolution instituting proceedings to take additional action and 2) resolution levying a tax for the payment of the debt for FY 2023.

RECOMMENDATION: Council discussion on the “pre-levy” resolution process.

City of Carroll

627 N. Adams Street

Carroll, Iowa 51401

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Mike Pogge-Weaver, City Manager *MPW*
FROM: Laura A. Schaefer, Finance Director/City Clerk *las*
DATE: February 9, 2022
SUBJECT: FY 2022/2023 Proposed Maximum Property Tax Levy – Set Public Hearing Date

In 2019, the State legislators passed Senate File 634 (SF634). SF 634 was approved with the aim of adding transparency to city and county property taxes. This legislation does two main things. First, it adds additional public notification about city and county property tax collections and an additional public hearing. Second, it requires budgets to be approved by a 2/3 supermajority when property tax collections, in certain categories, exceed 2% over the previous year tax collections.

The new required public notice will only report part of the property taxes collected by the City, as required by the new law. Notably the debt service levy is excluded from the required public hearing notices. The levies impacted by the 2% threshold in Carroll's budget proposal are the regular general (\$8.10), tort liability, and employee benefits levies.

The required attached Notice of Public Hearing – Proposed Property Tax Levy includes a column with the sum of the current fiscal year's (FY 22) actual property taxes certified for levies under the levies specified to be impacted by the 2% threshold with the current year's (FY22) combined tax levy rate for those levies; a second column for the effective tax rate which is the rate that would be assessed for these levies (using the FY 23 taxable valuation) if the dollars requested is not changed in the next budget year (FY23); and a third column with the sum of the proposed maximum property tax dollars that will be certified for the levies subject to the new 2% threshold.

In the attached notice, the proposed FY 2022/2023 maximum property tax rate is \$10.45545. This equates into a decrease of a tax levy, or tax asking, of -0.83%, or -\$46,090, from the FY 2021/2022 tax asking. When you compare the overall city tax levy (which includes the debt service levy) to the prior year, the overall tax levy, or tax asking, increase is 0.68%, or \$42,838.

After the public hearing and considering all comments, Council may approve the proposed property tax levy or decrease, not increase, the levy amount. A public hearing and approved resolution for the maximum property tax levy is required before setting a public hearing on the entire FY 2022/2023 budget.

RECOMMENDATION: Council consideration and approval to set February 28, 2022, as the date for a public hearing for the proposed property tax levy rate of \$10.45545.

NOTICE OF PUBLIC HEARING - CITY OF CARROLL - PROPOSED PROPERTY TAX LEVY
Fiscal Year July 1, 2022 - June 30, 2023

The City Council will conduct a public hearing on the proposed Fiscal Year City property tax levy as follows:

Meeting Date: 2/28/2022 **Meeting Time:** 05:15 PM **Meeting Location:** Council Chambers, City Hall, 627 N Adams Street, Carroll, IA 51401

At the public hearing any resident or taxpayer may present objections to, or arguments in favor of the proposed tax levy. After adoption of the proposed tax levy, the City Council will publish notice and hold a hearing on the proposed city budget.

City Website (if available)
www.cityofcarroll.com

City Telephone Number
 (712) 792-1000

	Current Year Certified Property Tax 2021 - 2022	Budget Year Effective Property Tax 2022 - 2023	Budget Year Proposed Maximum Property Tax 2022 - 2023	Annual % CHG
Regular Taxable Valuation	532,574,376	526,491,763	526,491,763	
Tax Levies:				
Regular General	4,313,852	4,313,852	4,264,583	
Contract for Use of Bridge	0	0	0	
Opr & Maint Publicly Owned Transit	0	0	0	
Rent, Ins. Maint. Of Non-Owned Civ. Ctr.	0	0	0	
Opr & Maint of City-Owned Civic Center	0	0	0	
Planning a Sanitary Disposal Project	0	0	0	
Liability, Property & Self-Insurance Costs	203,000	203,000	260,000	
Support of Local Emer. Mgmt. Commission	0	0	0	
Emergency	0	0	0	
Police & Fire Retirement	250,000	250,000	250,000	
FICA & IPERS	500,000	500,000	350,000	
Other Employee Benefits	283,950	283,950	380,129	
Total Tax Levy	5,550,802	5,550,802	5,504,712	-0.83
Tax Rate	10.42259	10.54300	10.45545	

Explanation of significant increases in the budget:

Increase costs for tort liability, property and worker compensation insurance

If applicable, the above notice also available online at:

www.cityofcarroll.com/finance; www.carroll-library.org; [Facebook.com/cityofcarroll](https://www.facebook.com/cityofcarroll); [Facebook.com/carrollpolice](https://www.facebook.com/carrollpolice); [Facebook.com/CPLCarrollia](https://www.facebook.com/CPLCarrollia);
[Twitter.com/cityofcarroll](https://twitter.com/cityofcarroll); [Twitter.com/carrollLibrary](https://twitter.com/carrollLibrary); [Instagram.com/Carroll.Library](https://www.instagram.com/Carroll.Library); www.pinterest.com/carrollpublib; www.carrollreccenter.com;
www.facebook.com/CarrollRecreationCenter

*Total city tax rate will also include voted general fund levy, debt service levy, and capital improvement reserve levy.

**Budget year effective property tax rate is the rate that would be assessed for these levies if the dollars requested is not changed in the coming budget year

City of Carroll

627 N. Adams Street

Carroll, Iowa 51401

(712) 792-1000

FAX: (712) 792-0139

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

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

DATE: February 9, 2022

SUBJECT: Heavy Duty Truck Purchase

A price quotation for the purchase of a Heavy Duty Truck with body and plow equipment for use by the Street Division has been received from O'Halloran International. The proposed truck purchase is for replacement of a 2005 Heavy Duty Truck. The price quoted is as follows:

International HV507 4 x 2 Chassis	\$209,647.25
with requested plow equipment	
Trade-in	<u>(\$41,000.00)</u>
Net Price	\$168,647.25

The price quoted is for a build in the 2023 year. International has verbally indicated that they do not anticipate any surcharge on the chassis. The provider of the body and plow equipment has advised that additional surcharges may apply to that equipment.

The price quoted is through Sourcewell. Sourcewell is a service cooperative created by the Minnesota legislature as a local unit of government. As a public corporation and agency, Sourcewell is governed by local elected municipal officials and school board members. Under its enabling statute, Sourcewell is authorized to provide cooperative purchasing services to eligible members.

Sourcewell follows the competitive contracting law process to solicit, evaluate and award cooperative purchasing contracts for goods and services. Sourcewell cooperative purchasing contracts are made available through the joint exercise of powers law to member agencies. Membership in Sourcewell is available for all eligible State and Local government, education and nonprofit entities across North America.

The Iowa legal reference for State agencies is Iowa Code Section 8A.312 Cooperative Purchasing and for Local governments is Section 28E.3 Joint Exercise of Powers. The City joined the National Joint Powers Alliance, the former name of Sourcewell, in 2015.

Cooperative purchasing is not included in the City's Purchasing Policy No. 0501.

The F.Y. 21-22 Budget includes funding for truck replacement in the amount of \$200,000.00.

RECOMMENDATION: Mayor and City Council consideration of waiver of Purchasing Policy No. 0501 and approval of the purchase of a Heavy Duty Truck with body and plow equipment from O'Halloran International at their quoted net price of \$168,647.25 plus additional surcharges that may apply.

RMK:ds

City of Carroll

627 N. Adams Street Carroll, Iowa 51401 (712) 792-1000 FAX: (712) 792-0139

MEMO TO: Mike Pogge-Weaver, City Manager *MSPW*
FROM: Chad Tiemeyer, Director of Parks and Recreation *GT*
DATE: February 9, 2022
SUBJECT: Report of Bid Opening- Ash Tree Removal Project III

On February 2, 2022 six bids for the Ash Tree Removal Project III were received at the time of the bid opening. Attached to this document is a Bid Opening Report.

The lowest responsive bidder for each of the three bids are as follows:

Location	Contractor	Number of Trees	Price
Golf Course	Western Iowa Tree Service	30	\$14,850
Parks	Western Iowa Tree Service	20	\$9,900
Cemetery	Eddy's Limbs	17	\$18,400

This has been an on-going project since the release of the first Ash Tree Removal Project in 2020. Since the discovery of EAB in Iowa, all but 7 of the 99 counties have confirmed cases. The trees of this project are picked based on City staff recommendation of declining trees with more than 30% damage or trees deemed potentially hazardous in parks and along the trails. Phase II was completed in December of 2021.

RECOMMENDATION: Mayor and City Council to consider and approve the bid from Western Iowa Tree Service for the removal of a total of 50 trees in the Golf Course and Parks at a total cost of \$24,750, and the bid from Eddy's Limbs for the removal of 17 trees in the Cemetery at a cost of \$18,400.

BID OPENING REPORT

For: Ash Tree Removal Project 2022

Bids were opened on:

CONTRACTOR:

	Cemetery	Parks	Golf Course	Total
1. Gute Tree Service	No Bid	\$19,000	\$23,700	
2. Snyder Tree Service	\$22,100	\$15,200	\$19,250	\$56,550
3. Eddys Limbs	\$18,400	\$14,000	\$18,000	\$50,400
4. Western Iowa Tree Service	\$25,500	\$9,900	\$14,850	\$50,250
5. Latitude 41 Lawn & Landscapes	\$105,000	\$100,000	\$130,000	\$335,000
6. Forestry Services LLC	\$37,750	\$25,700	\$37,500	\$100,950
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Signed: Laurel A Schaefer, City Clerk
Date: 2/2/2022

THE ABOVE BID AMOUNTS HAVE NOT BEEN CHECKED.

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

City of Carroll

627 N. Adams Street Carroll, Iowa 51401 (712) 792-1000 FAX: (712) 792-0139

MEMO TO: Mike Pogge-Weaver, City Manager *MSPW*
FROM: Chad Tiemeyer, Director of Parks and Recreation *GT*
DATE: February 9, 2022
SUBJECT: Report of Bid Opening- 60" Front Mount Mower, Cab & Blower Bid- Cemetery

At the time of the bid opening on February 3, 2022, three bids were received for a 60" Front Mount Mower, Cab & Blower for the Cemetery Department. The low bid that met all bid requirements was:

	<u>Price of Mower</u>	<u>Trade-in Value</u>	<u>Total</u>
Van Wall Equipment	\$42,410.76	\$17,500	\$24,910.76

The above mower met all specifications outlined in the bid documents. This item was budgeted from the General Fund by the Parks Department, and came in under the \$42,000 estimated budget.

RECOMMENDATION: Mayor and City Council consideration and approval of the bid from Van Wall Equipment, Madrid, IA for a 60" mower in the amount of \$24,910.76.

CITY OF CARROLL
Department of Parks & Rec
627 N Adams Street
CARROLL, IOWA 51401
(712) 792-1000

BID OPENING REPORT

For: Mower plust blower and cab- Cemetery

Bids were opened on: 2/3/2022

CONTRACTOR:		Trade In Value	Total Unit Value	Total Unit - Trade in
1.	Ruster			No Bid
2.	Van Wall	17,500	42,410.76	24,910.76
3.	MTI	7,500	52,372.46	44,872.46
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Signed: Laura A. Schaefer, City Clerk				
Date: 2/3/2022				

THE ABOVE BID AMOUNTS HAVE NOT BEEN CHECKED.

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

City of Carroll

627 N. Adams Street Carroll, Iowa 51401

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Mike Pogge-Weaver, City Manager *MSPW*
FROM: Chad Tiemeyer, Director of Parks and Recreation *GT*
DATE: February 9, 2022
SUBJECT: Waive Purchasing Policy #0501 for Purchase of Espresso Fitness Bikes

The Carroll Recreation Center is looking to replace the two oldest Espresso Fitness Bikes, including one without a digital screen. These bikes are over 7 years old, and have provided plenty of good use in the fitness facility. Unfortunately, there are no more repair options for one of the bike's display modules, and the other needs replaced due to mechanical issues. The Espresso Fitness Bikes that will be purchased are similar to the others that the Recreation Center currently has, which are all patron favorites for that style of equipment. Espresso has a very modern look, and is continuously ranked as one of the top commercial exercise bikes for patrons. The Recreation Center also has a few others of the same brand and style, with some parts already on hand.

The City's Purchasing Policy requires the solicitation of three price quotes for items costing between \$10,000 and \$50,000. Recreation Center members and participants prefer these Espresso bikes and they are sold by an exclusive territory vendor, therefore, staff recommends Council waive Purchase Policy #0501 for the purchase of two new Espresso Bikes without obtaining additional quotes.

City Staff also checked with Sourcewell cooperative purchase pricing. No discounts or extra warranties were present through Sourcewell.

RECOMMENDATION: City Council consideration and approval of waiving purchasing Policy #0501 to purchase two Espresso Upright Series Bikes for the total purchase price of \$12,632.48.

Nova Fitness Equipment
 - A Division of Johnson Health & Wellness-
 4511 South 119th Circle
 Omaha, NE 68137
 402.343.0552



ESTIMATE

DATE	EST. NUMBER
1/5/2022	143101

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

SHIP TO
Carroll Rec Center 716 North Grant Road Carroll, IA 51401 Attn: Jack Wardell 712.792.5400

P.O. No.	REP	EXP. DATE
	TD	

ITEM	DESCRIPTION	QTY	COST	TOTAL
GO-U	IFH EXPRESSO GO UPRIGHT CYCLE	2	5,247.24	10,494.48
ELP-3	IFH EXPRESSO ELIVE 3 YEAR CERTIFICATE	2	995.00	1,990.00
OUTBOUND FR...	SHIPPING & HANDLING WITH DELIVERY	1	548.00	548.00
DISCOUNT	CUSTOMER LOYALTY CREDIT		-400.00	-400.00
	Any Expresso Trade-Ins would be put on Consignment with a 60/40 Sale Split			
	Thank you for the opportunity! Tony Decker, Sales Manager 402-699-5409 tonyd@novahealth.net			

THANK YOU FOR THE OPPORTUNITY TO PRESENT OUR PRICE QUOTE.		SUBTOTAL	\$12,632.48
Signature (Print Name Below): _____		SALES TAX (0.0%)	\$0.00
P.O. # _____		TOTAL	\$12,632.48

50% deposit required upon approval, Net 10
 upon delivery. 3% added for credit card
 purchases.

Phone #	Fax #