



City Council Meeting

Monday, January 8, 2024 at 5:15 pm

LOCATION OF MEETING:

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

NOTICE

In addition to attending the meeting in person, the public can watch the meeting live from the City's Cable Access Channel CAAT6 available on Western Iowa Network and Mediacom or on the City's YouTube channel by going to: <https://www.youtube.com/CityofCarrollIowa> If you choose to watch live on YouTube you are encouraged to subscribe to the City's YouTube channel so you can access the meeting live when it starts. CAAT6 and YouTube meeting feeds are a view only option and you will not be able to participate in the meeting via CAAT6 or YouTube.

The City of Carroll will make the meeting available telephonically via zoom for those individuals who wish to attend remotely. Individuals wishing to attend remotely need to contact the City at 712-792-1000 by 3:00 PM the day of the meeting to make arrangements.

AGENDA

1. Pledge of Allegiance

2. Roll Call

3. Budget FY 2025 Funding Request

- Animal Rescue of Carroll
- Carroll Historic Preservation Commission

4. Consent Agenda

a. Approval of Minutes of the December 18, 2023 Meeting

b. Approval of Bills and Claims

c. Licenses and Permits:

- Renewal of Class "C" Retail Alcohol License - *Carrollton Inn*

d. Appointments to Committees, Commissions and Boards

Appointment by Council

Sandy Thompson - Board of Adjustment (5-year term to expire 12-31-28)

Mike Long - Planning and Zoning Commission (5-year term to expire 12-31-28)

5. 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.

6. Ordinances

a. Ziegler Urban Renewal Plan

- Consideration of Ordinance for the division of revenues under Section 403.19, Code of Iowa, for Ziegler Urban Renewal Plan - 2nd Reading
- Resolution Authorizing or Confirming Advancement of Costs for an Urban Renewal Project and Authorizing Certification of Expenses Incurred by the City for Payment Under Iowa Code Section 403.19

Also see item 6.c – [November 13, 2023](#) – Ziegler Urban Renewal Plan - Resolution Accepting an Engagement Agreement with Ahlers & Cooney, P.C.

and item 6.c – [November 27, 2023](#) – Ziegler Urban Renewal Plan - Setting dates of consultation and public hearing

and item 8.b - [December 18, 2023](#) - Ziegler Urban Renewal Plan - Public Hearing and Approving the Ziegler Urban Renewal Plan

b. Carroll City Ordinance Chapter 63.01(4)(B) Amendment - 2nd Reading

- Speed Zone Change on North Grant Road

Also see item 7.a– [December 18, 2023](#) – Carroll City Ordinance Chapter 63.01(4)(B) Amendment - Speed Zone Change on North Grant Road

c. Ordinance Establishing a Vacant Property Code

d. Rolling Hills South Fifth Addition - Rezoning Request

- Public Hearing
- Ordinance

7. Resolutions

a. Rolling Hills South Fifth Addition

- Preliminary Plat
- Final Plat
- Water Supply Service Agreement
- Sewage Treatment Agreement

b. Water High Service Pump No. 1 Replacement - 2024

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

Also see item 7.e – [June 12, 2023](#) – Water HSPS Pump Replacement – Professional Services Agreement

8. Reports

a. U.S. 30 E. Sanitary Sewer Extension

- Certificate of Substantial Completion

Also see item VI.E. – [September 27, 2021](#) – U.S. 30 East Sanitary Sewer Extension – Professional Services Proposal

and item 3.e – [January 24, 2022](#) – U.S. 30 East Sanitary Sewer Extension – Construction Permit Applications

and item 6.d – [February 28, 2022](#) – U.S. 30 East Sanitary Sewer Extension – Public Hearing on Proposed Plans, Specifications, Form of Contract and Estimated Cost, Consideration of Adoption of Plans, Specifications, Form of Contract and Estimated Cost

and item 6.b – [March 28, 2022](#) – U.S. 30 East Sanitary Sewer Extension – Report of Proposal Opening, Consideration of Award of Contract

and item 6.a – [May 9, 2022](#) – U.S. 30 East Sanitary Sewer Extension – Ordinance Establishing a Connection Charge

and item 5.a – [May 23, 2022](#) – U.S. 30 East Sanitary Sewer Extension - Ordinance Establishing a Connection Charge – 2nd Reading

and item 7.b – [November 14, 2022](#) – U.S. 30 East Sanitary Sewer Extension – Change Order No. 1

b. Goal Setting Report - 2024

9. Committee Reports (Informational Only)

10. Comments from the Mayor

a. 2024 Mayor Pro-Tem

11. Comments from the City Council

12. Comments from the City Manager

13. Adjourn

January Meetings:

* Airport Commission – January 8, 2024 – Airport Terminal Building - 21177 Quail Ave

* Planning and Zoning Commission – January 10, 2024 – City Hall - 627 N Adams St

* Library Board of Trustees – January 15, 2024 – Carroll Public Library – 118 E 5th St

* City Council – January 22, 2024 – City Hall – 627 N Adams St

February Meetings:

* Board of Adjustment - February 5, 2024 - City Hall - 627 N Adams St

* City Council Budget Workshop - February 5, 2024 - City Hall - 627 N Adams St

* City Council Budget Workshop - February 7, 2024 - City Hall - 627 N Adams St

* City Council – February 12, 2024 – City Hall – 627 N Adams St

* Airport Commission – February 12, 2024 – Airport Terminal Building - 21177 Quail Ave

* Planning and Zoning Commission – February 14, 2024 – City Hall - 627 N Adams St

* Library Board of Trustees – February 19, 2024 – Carroll Public Library – 118 E 5th St

* City Council – February 26, 2024 – 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.

| Agenda published on 01/04/2024 at 4:15 PM

City of Carroll

627 N. Adams Street

Carroll, Iowa 51401

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Aaron Kooiker, City Manager *AK*

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

DATE: January 2, 2024

SUBJECT: Budget FY 2025 Funding Request

- Animal Rescue of Carroll
- Carroll Historic Preservation Commission

The City has been funding the Animal Rescue of Carroll in the amount of \$5,000 since FY 2018. Per the request letter, the funding request for FY 2025 is \$7,500. A representative from Animal Rescue plans to attend the Council meeting to discuss this funding request.

The City has been funding various projects for the Carroll Historic Preservation Commission including training, historic building plaques and calendars. Vicki Gach, Historic Preservation Commission President, plans to attend Council to discuss planned activities of the Commission for FY 2025 as outlined in the attached letter. Ms. Gach also plans to update Council on the Graham Park National Register nomination that Carolyn and she have been preparing.



Animal Rescue of Carroll

Mailing Address: P.O. Box 393

Carroll, Iowa 51401

Phone: 712-790-9116

Email: animalrescueofcarroll@yahoo.com

Website: www.animalrescueofcarroll.org

November 30, 2023

Mayor Beardmore and City Council
City Hall
112 E. 5th
Carroll, IA 51401

RE: Animal Rescue of Carroll, Inc.

Dear Mayor and Council:

On behalf of the Board of Directors, we respectfully request the City Council to consider Animal Rescue of Carroll again for a charitable/non-profit donation. We are grateful for your 22-23 donation of \$5,000 and would like to request an increase to \$7,500 for 2023-2024.

Your donation would be applied to our expenses associated with our caring for cats and dogs until they are adopted. Roughly two-thirds of our annual budget is spent on necessary veterinary care, services, medical vaccines, as well as food, bedding and building utilities.

Our shelter facility has allowed us to accommodate more animals and with our efficient and effective cat and dog room coordinators, volunteers and staff we have found homes for 357 cats and dogs so far this year. We are currently housing 9 dogs and 100 cats.

Thank you for your consideration, if you have any questions, please feel free to contact me or any board member.

Sincerely,

A handwritten signature in black ink that reads "Samantha Elliott". The signature is fluid and cursive, with a large initial "S" and "E".

Samantha Elliott
Shelter Director

CARROLL HISTORIC PRESERVATION COMMISSION 2025 Budget request - \$2,000:

\$100 - Cemetery preservation supplies: D2 biologic tombstone cleaner

\$100 - Cemetery preservation supplies:

Paint for the remaining 50 sections of the metal cemetery fence
(To support the city council's strategic goal "to commit funds to repair and preserve the cemetery's stone walls, fence, pillars, buildings, and monuments"; work with the city council and cemetery workers to continue the city's maintenance and preservation of the Carroll City-Mount Olivet Cemetery, especially the soda blasting of the metal fence and tuck pointing of the stone wall.

\$200 - Registration fees for required CLG training at the Preserve Iowa Summit in Mount Pleasant in June

\$1200 – 2 National Register of Historic Places plaques for Graham Park (Seventh Street and Ninth Street entrances

\$400 - possible fundraising for preservation of the Graham Park band shell

Vicki Gach
CHPC President

COUNCIL MEETING

DECEMBER 18, 2023

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 (departed at 6:23 p.m. and returned at 6:24 p.m.), Tom Bordenaro, LaVern Dirx, Carolyn Siemann and JJ Schreck. 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.

* * * * *

Newly Elected Officials Mayor Jerry Fleshner, Second Ward Council Member Jason Atherton, Fourth Ward Council Member Carolyn Siemann, and At Large Council Member LaVern Dirx were sworn in by Iowa Appeals Court Judge Gina Badding. No Council action taken.

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Ashley Schable, Carroll Chamber of Commerce Program Director, presented the FY 2025 funding request for the Chamber Tourism Program. Jason Atherton addressed Council on this issue. No Council action taken.

Kimberly Tiefenthaler, Carroll County Growth Partnership Executive Director, and Matt Meiners, Carroll County Growth Partnership Economic Vitality Director, presented the FY 2025 funding request for the Carroll County Growth Partnership. Jason Atherton addressed Council on this issue. No Council action taken.

* * * * *

It was moved by Dirx, seconded by Bordenaro, to approve the following items on the consent agenda: a) minutes of the December 11, 2023 Council meeting, as written; b) bills and claims in the amount of \$331,910.08; c) New Class “C” Retail Alcohol License – *1730 Taphouse*; d) FY 2024-2025 Budget Schedule, as presented and Resolution No. 23-109, Change to the City Council May and December 2024 Meeting Schedule; e) Appointments by Mayor with Council approval: John Heuton – Building Code Board of Appeals (5-year term to expire 12-31-28), David Schapman – Building Code Board of Appeals (5-year term to expire 12-31-28), John Steffes – Historic Preservation Commission (3-year term to expire 12-31-26), Denis Bormann – Historic Preservation Commission (3-year term to expire 12-31-26); Kathleen Hansen – Historic Preservation Commission (3-year term to expire 12-31-26), Tim Fitzpatrick – Historic Preservation Commission (3-year term to expire 12-31-26) and Karen Friedlein – Historic Preservation Commission (3-year term to expire 12-31-26); Appointments by Council: Michelle Prichard – Planning and Zoning Commission (5-year term to expire 12-31-28) and Gene Vincent – Airport Commission (6-year term to expire 12-31-29); and f) Resolution No. 23-110, Swim Team Agreement with Carroll Community School District. On roll call, all present voted aye. Nays: None. Abstain: None. Absent: None. Motion carried 6-0.

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There were no oral requests or communications from the audience.

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An ordinance pertaining to a speed zone change north of Todd Terrace on North Grant Road was introduced by Council Member Bordenaro.

It was moved by Bordenaro, seconded by Schreck, to approve the first reading of said ordinance. On roll call, all present voted aye. Nays: None. Abstain: None. Absent: None. Motion carried 6-0.

* * * * *

Council Member Boes departed at 6:23 p.m.

* * * * *

It was moved by Siemann, seconded by Bauer, to approve Resolution No. 23-111, Accepting the Professional Services Agreement in the amount of \$22,500.00 with Shive-Hattery Engineering for Renovations to the Graham Park Bandshell Project. On roll call, all present voted aye. Nays: None. Abstain: None. Absent: Boes. Motion carried 5-0.

* * * * *

Council Member Boes returned at 6:24 p.m.

* * * * *

At 6:24 p.m. Mayor Beardmore opened a public hearing on the Ziegler Urban Renewal Plan. At 6:25 p.m. Mayor Beardmore closed said public hearing.

It was moved by Dirx, seconded by Bordenaro, to approve Resolution No. 23-112, Adopting the Ziegler Urban Renewal Plan. On roll call, all present voted aye. Nays: None. Abstain: None. Absent: None. Motion carried 6-0.

An ordinance to establish a tax increment finance (TIF) district for the Ziegler Urban Renewal Area was introduced by Council Member Bordenaro.

It was moved by Bordenaro, seconded by Schreck, to approve the first reading of said ordinance. On roll call, all present voted aye. Nays: None. Abstain: None. Absent: None. Motion carried 6-0.

* * * * *

It was moved by Bordenaro, seconded by Schreck, to approve Change Order No. 8 in the credit amount of (\$4,082.00) to the Carroll Recreation Center Improvement Project. The effect of the proposed Change Order on the project is as follows:

Original Contract Price	\$6,265,300.00
Change Orders 1-7	228,549.00
Change Order No. 8	<u>(4,082.00)</u>
New Contract Price w/ Change Orders	<u>\$6,489,767.00</u>

On roll call, all present voted aye. Nays: None. Abstain: None. Absent: None. Motion carried 6-0.

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It was moved by Bordenaro, seconded by Boes, to adjourn at 6:34 p.m. On roll call, all present voted aye. Nays: None. Abstain: None. Absent: None. Motion carried 6-0.

Mark E. Beardmore, Mayor

ATTEST:

Laura A. Schaefer, City Clerk



Carroll, IA

COUNCIL CLAIMS 1/8/2024

By Vendor Filed As

Payment Dates 12/20/2023 - 1/8/2024

Payable Number	Description (Item)	Payment Number	Payment Date	Amount
Vendor Filed As: 002915 - 911 CUSTOM LLC				
55312	PISTOL SAFE			112.00
Vendor Filed As 002915 - 911 CUSTOM LLC Total:				112.00
Vendor Filed As: 001704 - ACCO				
0237958-IN	SPA CHEMICAL FLOW SWITCH			405.44
Vendor Filed As 001704 - ACCO Total:				405.44
Vendor Filed As: 001621 - ACE HARDWARE				
323323	TAPE AND TIMERS			33.97
323345	SUPPLIES			5.99
323385	CLEANING SUPPLIES			1.99
323510	SUPPLIES			13.99
323562	SUPPLIES			19.99
323615	SUPPLIES			53.94
323628	BATTERIES			19.99
323648	FAUCET HANDLE			7.99
323656	DRAIN CLEANER			9.99
Vendor Filed As 001621 - ACE HARDWARE Total:				167.84
Vendor Filed As: 003484 - ADAPTIVE AUDIOL				
101439	PRE-EMPLOYMENT HEARING ...			35.00
Vendor Filed As 003484 - ADAPTIVE AUDIOL Total:				35.00
Vendor Filed As: 001698 - ADVANCED LASER				
46797	TONER CARTRIDGE PW SECRE...			139.95
Vendor Filed As 001698 - ADVANCED LASER Total:				139.95
Vendor Filed As: 003305 - ADVANTAGE ARCHI				
38485	ANNUAL MICROFILM SUBSCRI...	130163	12/20/2023	2,150.00
Vendor Filed As 003305 - ADVANTAGE ARCHI Total:				2,150.00
Vendor Filed As: 001910 - AHLERS COONEY				
857632	ROLLING HILLS SOUTH 2ND			144.50
857633	9TH AMENDED DOWNTOWN ...			165.00
857634	ZIEGLER URP			556.50
857635	ZIEGLER DA			198.00
858316	MISC LEGAL ISSUES			149.00
Vendor Filed As 001910 - AHLERS COONEY Total:				1,213.00
Vendor Filed As: 004074 - AQUA PRODUCTS K				
30590	POOL SCRUBBER REPAIRS			432.05
Vendor Filed As 004074 - AQUA PRODUCTS K Total:				432.05
Vendor Filed As: 002370 - ARNOLD MOTOR SU				
07NV129609	#36 CAULK			10.49
07NV129770	OIL FILTER			10.88
07NV129834	SUPPLIES			63.96
07NV129939	BATTERIES			476.97
07NV130243	VEHICLE SUPPLIES			222.44
07NV130332	#26 UNDERCOATING			148.39
Vendor Filed As 002370 - ARNOLD MOTOR SU Total:				933.13
Vendor Filed As: 002805 - BADDING CONSTRU				
INV0000116	REC CENTER PROJECT #16			202,500.10
Vendor Filed As 002805 - BADDING CONSTRU Total:				202,500.10
Vendor Filed As: 002818 - BAKER AND TAYLO				
2037939097	BOOKS	130160	12/20/2023	378.91
2037950418	BOOKS	130160	12/20/2023	609.16
2037967936	BOOKS	130160	12/20/2023	28.00

COUNCIL CLAIMS 1/8/2024

Payment Dates: 12/20/2023 - 1/8/2024

Payable Number	Description (Item)	Payment Number	Payment Date	Amount
2037980494	BOOKS	130160	12/20/2023	1,009.02
Vendor Filed As 002818 - BAKER AND TAYLO Total:				2,025.09
Vendor Filed As: 000087 - BERT GURNEY & A				
8273	EQUIPMENT REPAIRS			609.85
8276	EQUIPMENT SHAFT SLEEVE			319.17
Vendor Filed As 000087 - BERT GURNEY & A Total:				929.02
Vendor Filed As: 003515 - BOMGAARS				
21151829	BATTERIES			50.96
21182506	FASTENERS			5.18
21183022	SUPPLIES			17.98
21187725	REPAIR PARTS			12.61
21189648	SUPPLIES			156.96
21193488	VEHICLE MAINT. SUPPLIES			53.48
21196869	SUPPLIES			281.43
Vendor Filed As 003515 - BOMGAARS Total:				578.60
Vendor Filed As: 004138 - CAPITAL SANITAR				
R077995	SUPPLIES			82.00
R078004	DUST MOPS			49.25
R078041	SUPPLIES			66.02
R078059	PAPER TOWELS			144.76
R078063	FLOOR SCRUBBER			4,200.00
Vendor Filed As 004138 - CAPITAL SANITAR Total:				4,542.03
Vendor Filed As: 004160 - CARROLL COUNTY				
INV0000126	CITY ELECTION			3,432.98
Vendor Filed As 004160 - CARROLL COUNTY Total:				3,432.98
Vendor Filed As: 004170 - CARROLL COUNTY				
23-4547	CARROLL CO. REDEMPTION A...			37.00
23-4667	CARROLL CO. REDEMPTION LL...			17.00
23-4667	ZIEGLER URP RECORDING			107.00
Vendor Filed As 004170 - CARROLL COUNTY Total:				161.00
Vendor Filed As: 004174 - CARROLL COUNTY				
INV0000125	FINGERPRINTS			100.00
Vendor Filed As 004174 - CARROLL COUNTY Total:				100.00
Vendor Filed As: 004237 - CARROLL VETERIN				
INV0000115	JAN. DOG CARE CONTRACT			650.00
Vendor Filed As 004237 - CARROLL VETERIN Total:				650.00
Vendor Filed As: 002998 - CENTURYLINK				
INV0000084	BACKUP PHONE LINE	130161	12/20/2023	160.71
INV0000085	BACKUP PHONE LINE	130162	12/20/2023	70.35
Vendor Filed As 002998 - CENTURYLINK Total:				231.06
Vendor Filed As: 001393 - CHAMPION FORD I				
13348	#15 TIRE SENSORS			567.82
Vendor Filed As 001393 - CHAMPION FORD I Total:				567.82
Vendor Filed As: 002867 - CINTAS FIRST AI				
5189432953	SAFETY SUPPLIES			213.07
Vendor Filed As 002867 - CINTAS FIRST AI Total:				213.07
Vendor Filed As: 004525 - CITY OF CARROLL				
INV0000088	DOWNTOWN RESTROOM WA...	130171	12/20/2023	44.41
Vendor Filed As 004525 - CITY OF CARROLL Total:				44.41
Vendor Filed As: 003633 - CLEANING SOLUTI				
2203	NOV. CLEANING LIBRARY	130165	12/20/2023	3,120.00
2216	DEC. CITY HALL CLEANING			2,080.00
2217	DEC. PD CLEANING			624.00
2219	DEC. REC CENTER CLEANING			840.00
Vendor Filed As 003633 - CLEANING SOLUTI Total:				6,664.00

COUNCIL CLAIMS 1/8/2024

Payment Dates: 12/20/2023 - 1/8/2024

Payable Number	Description (Item)	Payment Number	Payment Date	Amount
Vendor Filed As: 002071 - COMPUTER REPAIR				
17552	IT SERVICES	130159	12/20/2023	480.00
17549	MISC COMPUTER ISSUES			30.00
17558	WARDELL LAPTOP AND SETUP			1,620.00
Vendor Filed As 002071 - COMPUTER REPAIR Total:				2,130.00
Vendor Filed As: 003988 - DAKOTA SUPPLY G				
S103264758.001	OPERATING SUPPLIES			142.00
Vendor Filed As 003988 - DAKOTA SUPPLY G Total:				142.00
Vendor Filed As: 000854 - DEARBORN NATION				
INV0000119	JAN. LIFE INS. PREMIUMS	130189	01/03/2024	325.61
Vendor Filed As 000854 - DEARBORN NATION Total:				325.61
Vendor Filed As: 003924 - DELTA DENTAL				
INV0000087	DEC. DENTAL PREMIUMS	130167	12/20/2023	1,334.86
INV0000087	JAN. DENTAL PREMIUMS	130167	12/20/2023	1,419.02
Vendor Filed As 003924 - DELTA DENTAL Total:				2,753.88
Vendor Filed As: 003022 - DIRKX, LAVERN				
INV0000117	NW IA LEAGUE MEETING			85.15
Vendor Filed As 003022 - DIRKX, LAVERN Total:				85.15
Vendor Filed As: 012590 - ECHO ELECTRIC S				
S010394277.001	LIGHT BULBS	130173	12/20/2023	53.26
S010361904.001	PHOTO CELL FOR LIGHTS	130190	01/03/2024	18.84
S010361904.002	HOUR METER FOR WELLS	130190	01/03/2024	167.33
Vendor Filed As 012590 - ECHO ELECTRIC S Total:				239.43
Vendor Filed As: 003971 - EMPLOYEE BENEFI				
INV0000120	JAN HRA PARTICIPANT FEES	DFT0000043	01/01/2024	385.00
Vendor Filed As 003971 - EMPLOYEE BENEFI Total:				385.00
Vendor Filed As: 008050 - FASTENAL COMPAN				
IACAR193626	PADLOCKS			161.71
Vendor Filed As 008050 - FASTENAL COMPAN Total:				161.71
Vendor Filed As: 006860 - FELD FIRE EQUIP				
0018304-IN	JAN-MAR SECURITY MONITOR...			219.00
0432582-IN	3 NEW AIR PACKS			19,119.00
0432902-IN	INSPECTION			618.86
Vendor Filed As 006860 - FELD FIRE EQUIP Total:				19,956.86
Vendor Filed As: 000633 - FILTER CARE				
130812	FILTERS CLEANED			24.20
Vendor Filed As 000633 - FILTER CARE Total:				24.20
Vendor Filed As: 003848 - FIRST IMPRESSIO				
INV0000118	DEC. MALL RESTROOM CLEAN...			300.00
Vendor Filed As 003848 - FIRST IMPRESSIO Total:				300.00
Vendor Filed As: 002806 - FOUNDATION ANAL				
23-05551	LAB TESTING			2,767.00
Vendor Filed As 002806 - FOUNDATION ANAL Total:				2,767.00
Vendor Filed As: 003534 - FUSEBOX MARKETI				
7720	WEB HOSTING			219.00
7720	WEB HOSTING & DOMAIN N...			249.00
7720	WEB HOSTING			221.00
7754	JAN WEB MAINTENANCE			255.00
Vendor Filed As 003534 - FUSEBOX MARKETI Total:				944.00
Vendor Filed As: 002567 - GEHLPRO WELDING				
20591	#36 ALUMINUM BOX REPAIRS			66.00
Vendor Filed As 002567 - GEHLPRO WELDING Total:				66.00
Vendor Filed As: 009535 - GENERAL RENTAL				
213999	AIR COMPRESSOR			340.00
214349	SHARPEN CHAINS			16.00

COUNCIL CLAIMS 1/8/2024

Payment Dates: 12/20/2023 - 1/8/2024

Payable Number	Description (Item)	Payment Number	Payment Date	Amount
214422	WALL ANCHORS			30.00
Vendor Filed As: 009540 - GENERAL TRAFFIC				
24083	CHANGE TRAFFIC TIMING			975.00
Vendor Filed As: 009540 - GENERAL TRAFFIC Total:				975.00
Vendor Filed As: 001066 - HENNINGSEN CONS				
104101	COLD PATCH			1,181.50
Vendor Filed As 001066 - HENNINGSEN CONS Total:				1,181.50
Vendor Filed As: 002965 - HOTSY CLEANING				
0218790.--IN	FLEET WASH - TRUCK			702.00
Vendor Filed As 002965 - HOTSY CLEANING Total:				702.00
Vendor Filed As: 011831 - HY-VEE INC.				
INV0000092	PROGRAM SUPPLIES	130172	12/20/2023	14.97
Vendor Filed As 011831 - HY-VEE INC. Total:				14.97
Vendor Filed As: 012540 - IMWCA				
INV88768	WORKER COMP #7			10,421.00
Vendor Filed As 012540 - IMWCA Total:				10,421.00
Vendor Filed As: 012552 - INDUSTRIAL BEAR				
IN227344	SUPPLIES			18.54
Vendor Filed As 012552 - INDUSTRIAL BEAR Total:				18.54
Vendor Filed As: 003982 - IOWA INFORMATIO				
32695	CALENDAR AD	130169	12/20/2023	75.00
33131	ADS			307.60
Vendor Filed As 003982 - IOWA INFORMATIO Total:				382.60
Vendor Filed As: 012666 - IOWA ONE CALL				
257205	NOV 2023 LOCATES			216.00
Vendor Filed As 012666 - IOWA ONE CALL Total:				216.00
Vendor Filed As: 012678 - IOWA PRISON IND				
037585	SIGN & SIGNAL SUPPLIES			2,161.50
Vendor Filed As 012678 - IOWA PRISON IND Total:				2,161.50
Vendor Filed As: 012685 - IOWA SMALL ENGI				
136754	CHAIN SAW CHAIN			28.68
Vendor Filed As 012685 - IOWA SMALL ENGI Total:				28.68
Vendor Filed As: 012693 - IOWA STATE UNIV				
INV0000089	PROGRAM SUPPLIES	130174	12/20/2023	30.00
Vendor Filed As 012693 - IOWA STATE UNIV Total:				30.00
Vendor Filed As: 013917 - JEO CONSULTING				
147002	HSPS PUMP REPLACEMENT			349.80
147002	HSPS PUMP REPLACEMENT			1,746.75
147003	GC IRRIGATION BOOSTER STAT..			2,564.50
147004	GC PROPERTY DEVELOPMENT			15,762.10
147004	GC PROPERTY DEVELOPMENT			395.00
147004	GC PROPERTY DEVELOPMENT			220.00
147297	2022 STORMWATER IMPROV...			25,500.00
Vendor Filed As 013917 - JEO CONSULTING Total:				46,538.15
Vendor Filed As: 003243 - JET'S OUTDOOR P				
16452	CART REPAIR - FIRE			1,944.31
Vendor Filed As 003243 - JET'S OUTDOOR P Total:				1,944.31
Vendor Filed As: 025020 - JOHN DEERE FINA				
6076794	VEHICLE REPAIRS	130176	12/20/2023	945.61
6077820	OIL FILTERS	130176	12/20/2023	18.12
6090260	SUPPLIES	130176	12/20/2023	20.50
Vendor Filed As 025020 - JOHN DEERE FINA Total:				984.23
Vendor Filed As: 000169 - JOHNSON, PERRY				
INV0000128	NOVEMBER MILEAGE INSPECT...			178.16

COUNCIL CLAIMS 1/8/2024

Payment Dates: 12/20/2023 - 1/8/2024

Payable Number	Description (Item)	Payment Number	Payment Date	Amount
INV0000129	DECEMBER MILEAGE INSPECT...			106.77
Vendor Filed As 000169 - JOHNSON, PERRY Total:				284.93
Vendor Filed As: 002163 - JR'S UNLOCK SER				
1003	KEYS FOR REC CENTER			25.00
Vendor Filed As 002163 - JR'S UNLOCK SER Total:				25.00
Vendor Filed As: 014520 - KASPERBAUER CLE				
171093	LAUNDRER RUGS			156.33
OTC58090	LAUNDRER RUGS			41.32
OTC58101	LAUNDRER RUGS			80.00
Vendor Filed As 014520 - KASPERBAUER CLE Total:				277.65
Vendor Filed As: 001550 - KING CONSTRUCTI				
INV0000132	US 30 E SANITARY SEWER #7			1,110.55
Vendor Filed As 001550 - KING CONSTRUCTI Total:				1,110.55
Vendor Filed As: 002453 - LAMBERTZ, JASON				
165557	PRODUCTION COSTS			870.00
165558	PRODUCTION COSTS			390.00
Vendor Filed As 002453 - LAMBERTZ, JASON Total:				1,260.00
Vendor Filed As: 036194 - LYNN HEUTON				
INV0000127	HOUSING INCENTIVE 1527 W...			20,000.00
Vendor Filed As 036194 - LYNN HEUTON Total:				20,000.00
Vendor Filed As: 003481 - MARCO TECHNOLOG				
INV11985821	COPIER CONTRACT			15.40
Vendor Filed As 003481 - MARCO TECHNOLOG Total:				15.40
Vendor Filed As: 017133 - MASTERCARD				
INV0000100	GASOLINE FOR TRUCK & MINI...	130184	12/26/2023	8.45
INV0000100	GASOLINE FOR TOWER 8	130184	12/26/2023	115.00
INV0000100	SUPPLIES RETURNED	130184	12/26/2023	-105.00
INV0000100	IABO MEETINGS	130184	12/26/2023	822.02
INV0000094	MUNICIPAL LEADERSHIP ACA...	130178	12/21/2023	220.00
INV0000094	ZOOM	130178	12/21/2023	15.99
INV0000094	MUNICIPAL LEADERSHIP ACA...	130178	12/21/2023	80.00
INV0000094	MLA REFUND	130178	12/21/2023	-80.00
INV0000094	SALES TAX CREDITED	130178	12/21/2023	-1.20
INV0000094	ADOBE SOFTWARE	130178	12/21/2023	21.19
INV0000094	MAIL CHIMP	130178	12/21/2023	13.00
INV0000095	DAYTIMER REFILL KRAUEL	130179	12/21/2023	51.00
INV0000095	GRADE III EXAM RIEDELL	130179	12/21/2023	150.00
INV0000096	BOOK	130180	12/21/2023	12.99
INV0000096	PROGRAM SUPPLIES	130180	12/21/2023	6.25
INV0000096	PROGRAM SUPPLIES	130180	12/21/2023	11.18
INV0000096	PROGRAM SUPPLIES	130180	12/21/2023	54.77
INV0000097	SUPPLIES	130185	12/26/2023	13.00
INV0000097	SUPPLIES	130185	12/26/2023	163.99
INV0000098	PESTICIDE LICENSES	130186	12/26/2023	45.00
INV0000098	PESTICIDE LICENSES	130186	12/26/2023	15.00
INV0000098	SUPPLIES RETURNED	130186	12/26/2023	-56.36
INV0000098	SUPPLIES	130186	12/26/2023	16.98
INV0000098	SUPPLIES	130186	12/26/2023	17.89
INV0000098	SUPPLIES	130186	12/26/2023	36.98
INV0000098	SUPPLIES	130186	12/26/2023	63.35
INV0000098	SUPPLIES	130186	12/26/2023	47.02
INV0000098	FITNESS EQUIPMENT	130186	12/26/2023	100.00
INV0000098	LIFT BATTERIES	130186	12/26/2023	97.98
INV0000098	SUPPLIES	130186	12/26/2023	16.89
INV0000098	SUPPLIES	130186	12/26/2023	14.86
INV0000098	SUPPLIES	130186	12/26/2023	31.60
INV0000098	SCANNER	130186	12/26/2023	189.85
INV0000098	SUPPLIES	130186	12/26/2023	79.78

COUNCIL CLAIMS 1/8/2024

Payment Dates: 12/20/2023 - 1/8/2024

Payable Number	Description (Item)	Payment Number	Payment Date	Amount
INV0000098	REC CENTER TEXTING SERVICE	130186	12/26/2023	882.40
Vendor Filed As 017133 - MASTERCARD Total:				3,171.85
Vendor Filed As: 001947 - MATHESON TRI-GA				
0028914947	GAS FOR WELDER			124.44
Vendor Filed As 001947 - MATHESON TRI-GA Total:				124.44
Vendor Filed As: 003966 - MICROBAC LABORA				
NT2318161	MONTHLY BAC-T			75.00
NT2318168	MONTHLY BAC-T/FLUORIDE			92.00
NT2400047	WATER TEST - LAB			124.00
Vendor Filed As 003966 - MICROBAC LABORA Total:				291.00
Vendor Filed As: 017575 - MIDWEST STORAGE				
9553	TABQUIK LABELING SUPPLIES			457.62
Vendor Filed As 017575 - MIDWEST STORAGE Total:				457.62
Vendor Filed As: 017730 - MOORHOUSE READY				
0783	ROW - 1326 SALINGER			973.50
0826	ROW - 1302 SALINGER TIGGES			337.50
0834	ROW ALLEY 6TH & 7TH/ADAM...			421.88
0839	ROW ALLEY 5TH & 6TH/CLARK...			590.63
0847	ROW 5TH ST/KERPS ALLEY			1,434.38
0849	HWY 30-CARROLL ROW			843.75
Vendor Filed As 017730 - MOORHOUSE READY Total:				4,601.64
Vendor Filed As: 000561 - MOSMAN, KURT				
INV0000099	STEEL TOED BOOTS	130182	12/26/2023	153.99
Vendor Filed As 000561 - MOSMAN, KURT Total:				153.99
Vendor Filed As: 001873 - MTI DISTRIBUTIN				
1413832-00	REPAIRS			758.54
Vendor Filed As 001873 - MTI DISTRIBUTIN Total:				758.54
Vendor Filed As: 018110 - MUNICIPAL SUPPL				
0880973-IN	METERS			755.00
0895456-IN	METERS			1,125.00
Vendor Filed As 018110 - MUNICIPAL SUPPL Total:				1,880.00
Vendor Filed As: 018408 - NAPA AUTO PARTS				
054055	RADIATOR CAPS	130175	12/20/2023	7.99
057284	SUPPLIES			22.43
057379	AIR FILTER			28.99
Vendor Filed As 018408 - NAPA AUTO PARTS Total:				59.41
Vendor Filed As: 002614 - NELSON ELECTRIC				
1107	POOL ROOM REPAIRS			968.00
1111	CONTROL PANEL BB HOOPS/D...			9,841.00
Vendor Filed As 002614 - NELSON ELECTRIC Total:				10,809.00
Vendor Filed As: 003263 - NETBANX				
INV0000122	DEC EFT PROCESSING FEES	DFT0000045	01/02/2024	104.15
INV0000122	DEC EFT PROCESSING FEES	DFT0000045	01/02/2024	1.19
Vendor Filed As 003263 - NETBANX Total:				105.34
Vendor Filed As: 020326 - OPTIONS INK				
7439	BUSINESS CARDS POTTEBAUM			52.17
7439	BUSINESS CARDS FLESHNER			52.16
7439	BUSINESS CARDS D. PUDENZ			52.17
Vendor Filed As 020326 - OPTIONS INK Total:				156.50
Vendor Filed As: 021050 - P & H WHOLESALE				
S291136.001	NATURAL GAS HEATER	130191	01/03/2024	1,007.08
S2917261.001	CBD - VALVE REPLACEMENT	130191	01/03/2024	28.47
S2922250.001	HEATER REPAIRS	130191	01/03/2024	134.42
Vendor Filed As 021050 - P & H WHOLESALE Total:				1,169.97
Vendor Filed As: 001949 - PERFORMANCE TIR				
0174315	TIRE REPAIRS CEMENT TRAILER			168.35

COUNCIL CLAIMS 1/8/2024

Payment Dates: 12/20/2023 - 1/8/2024

Payable Number	Description (Item)	Payment Number	Payment Date	Amount
0174338	#27 TIRE REPAIRS			69.55
0174489	#19 - OIL CHANGE			36.73
0174490	#15 - OIL CHANGE			37.63
0174491	#17 - OIL CHANGE			38.53
0174493	#18 OIL CHANGE			39.42
0174496	#20 OIL CHANGE			39.43
Vendor Filed As 001949 - PERFORMANCE TIR Total:				429.64
Vendor Filed As: 004066 - POSTEL, KERSTEN				
INV0000091	OUTREACH MILEAGE	130170	12/20/2023	29.74
Vendor Filed As 004066 - POSTEL, KERSTEN Total:				29.74
Vendor Filed As: 021735 - POSTMASTER				
INV0000093	POSTAGE TO MAIL WATER BIL...	130181	12/21/2023	1,932.88
Vendor Filed As 021735 - POSTMASTER Total:				1,932.88
Vendor Filed As: 036193 - PRAIRIE RIVERS OF IOWA RC & D				
IDOT417.28	TRAVELING EXHIBIT	130177	12/20/2023	138.00
Vendor Filed As 036193 - PRAIRIE RIVERS OF IOWA RC & D Total:				138.00
Vendor Filed As: 021860 - PRESTO-X-COMPAN				
55203284	PEST CONTROL REC CENTER			76.89
55203343	PEST CONTROL 627 N ADAMS			105.66
Vendor Filed As 021860 - PRESTO-X-COMPAN Total:				182.55
Vendor Filed As: 004030 - RASCH CONSTRUCT				
INV0000123	ADAMS ST RECONSTRUCTION ...			6,137.62
Vendor Filed As 004030 - RASCH CONSTRUCT Total:				6,137.62
Vendor Filed As: 025110 - SECRETARY OF ST				
INV0000130	NOTARY FEE - BURKE			30.00
Vendor Filed As 025110 - SECRETARY OF ST Total:				30.00
Vendor Filed As: 025333 - SNYDER & ASSOCI				
123.1363.09-1	US 30 W SANITARY SEWER/W...			8,600.00
Vendor Filed As 025333 - SNYDER & ASSOCI Total:				8,600.00
Vendor Filed As: 001778 - SPRAYER SPECIAL				
1200303-IN	TEE JET RELIEF VALVE			42.68
Vendor Filed As 001778 - SPRAYER SPECIAL Total:				42.68
Vendor Filed As: 028180 - STATE HYGIENIC				
270572	WELLS 15 & 20 BAC-T			43.50
270574	WATER SAMPLE ANALYSIS			45.50
Vendor Filed As 028180 - STATE HYGIENIC Total:				89.00
Vendor Filed As: 025880 - STONE PRINTING				
108231	COUNCIL ATHERTON NAME P...			19.97
108231	MAYOR FLESHNER NAME PLA...			19.97
108380	TONER			87.99
108422	CRO CHAIR			289.99
108493	OFFICE SUPPLIES			54.99
P6154	DOOR TAGS			320.00
P6332	CEMETERY SPACE PURCHASE ...			160.13
Vendor Filed As 025880 - STONE PRINTING Total:				953.04
Vendor Filed As: 003860 - THE OBSERVER				
INV0000090	PERIODICAL RENEWAL - 1 YR	130166	12/20/2023	40.00
Vendor Filed As 003860 - THE OBSERVER Total:				40.00
Vendor Filed As: 026605 - TIEFENTHALER AG				
46077	GRADATION LIMESTONE ROCK			4,778.52
46078	#3 GRADATION LIMESTONE R...			1,519.24
Vendor Filed As 026605 - TIEFENTHALER AG Total:				6,297.76
Vendor Filed As: 001705 - TITAN MACHINERY				
19114090 GP	#33 SHIFT CONTROL LEVER			821.44
Vendor Filed As 001705 - TITAN MACHINERY Total:				821.44

COUNCIL CLAIMS 1/8/2024

Payment Dates: 12/20/2023 - 1/8/2024

Payable Number	Description (Item)	Payment Number	Payment Date	Amount
Vendor Filed As: 027060 - TREASURER OF IO				
INV0000101	NOVEMBER SALES TAX	DFT0000033	12/26/2023	596.20
INV0000101	NOVEMBER SALES TAX	DFT0000033	12/26/2023	659.61
INV0000101	NOVEMBER SALES TAX	DFT0000033	12/26/2023	4.32
INV0000101	NOVEMBER SALES TAX	DFT0000033	12/26/2023	5,824.34
INV0000101	NOVEMBER SALES TAX	DFT0000033	12/26/2023	2,743.43
INV0000101	NOVEMBER SALES TAX	DFT0000033	12/26/2023	588.90
Vendor Filed As 027060 - TREASURER OF IO Total:				10,416.80
Vendor Filed As: 004016 - TRIVISTA				
RA101000161.01	REPAIR OIL LEAK			397.58
Vendor Filed As 004016 - TRIVISTA Total:				397.58
Vendor Filed As: 027085 - TROPHIES PLUS I				
381721	RECOGNITION PLAQUE - BOES			49.99
381721	RECOGNITION PLAQUE - BEA...			49.99
Vendor Filed As 027085 - TROPHIES PLUS I Total:				99.98
Vendor Filed As: 001088 - TYLER TECHNOLOG				
025-448117	INCODE HOSTING FEES			2,603.00
025-448117	INCODE HOSTING FEES			26,544.25
025-448117	INCODE HOSTING FEES			12,361.75
025-449669	INCODE 10 MIGRATION FINA...			11,475.00
Vendor Filed As 001088 - TYLER TECHNOLOG Total:				52,984.00
Vendor Filed As: 028174 - UNITED STATES C				
0622766395	CELL PHONES	130192	01/03/2024	38.62
0622766395	CELL PHONES	130192	01/03/2024	38.62
0622766395	CELL PHONES	130192	01/03/2024	12.87
0622766395	CELL PHONES	130192	01/03/2024	12.87
0622766395	CELL PHONES	130192	01/03/2024	58.21
0622766395	CELL PHONES	130192	01/03/2024	12.87
Vendor Filed As 028174 - UNITED STATES C Total:				174.06
Vendor Filed As: 028435 - UTILITY EQUIPME				
20054958-000	CHECK VALVE			2,694.40
20056596-000	4" X 15" FULL CIRCLE CLAMP			162.23
Vendor Filed As 028435 - UTILITY EQUIPME Total:				2,856.63
Vendor Filed As: 029009 - VESSCO INC.				
092457	CHLORINATOR			1,499.14
Vendor Filed As 029009 - VESSCO INC. Total:				1,499.14
Vendor Filed As: 002468 - VFW				
914790	FLAGS - STREET GARAGE			65.00
Vendor Filed As 002468 - VFW Total:				65.00
Vendor Filed As: 003377 - WELLMARK BLUE C				
INV0000086	JAN. HEALTH INS. PREMIUMS	130164	12/20/2023	44,721.85
Vendor Filed As 003377 - WELLMARK BLUE C Total:				44,721.85
Vendor Filed As: 003970 - WORLDWIDE EXPRE				
2312073820	FREIGHT W/E 12/13/2023	130168	12/20/2023	21.95
2312073820	FREIGHT W/E 12/13/2023	130168	12/20/2023	22.09
2312115262	FREIGHT W/E 12/20/2023	130183	12/26/2023	12.31
2312115262	FREIGHT W/E 12/20/2023	130183	12/26/2023	12.31
2312115262	FREIGHT W/E 12/20/2023	130183	12/26/2023	21.95
2312115262	FREIGHT W/E 12/20/2023	130183	12/26/2023	42.29
Vendor Filed As 003970 - WORLDWIDE EXPRE Total:				132.90
Grand Total:				510,278.03

Report Summary

Fund Summary

Fund	Expense Amount	Payment Amount
001 - GENERAL FUND	112,960.92	13,863.48
100 - FEDERAL GRANTS SR FUND	20,000.00	0.00
110 - ROAD USE TAX FUND	12,684.86	0.00
121 - LOCAL OPTION SALES TAX	344.41	44.41
304 - C.P. STREETS	22,514.72	0.00
311 - C.P.-PARKS & RECREATION	2,564.50	0.00
313 - C.P. - REC CENTER BLDG	216,541.10	0.00
316 - C.P. - UTILITY FUND	8,600.00	0.00
600 - WATER UTILITY FUND	27,750.82	9,252.40
602 - WATER UTILITY CAP. IMP.	3,595.69	0.00
610 - SEWER UTILITY FUND	7,335.22	3,118.52
612 - SEWER UTILITY CAP. IMP.	1,110.55	0.00
620 - STORM WATER UTILITY	588.90	588.90
621 - STORM WATER CAP. IMP.	25,500.00	0.00
850 - MEDICAL INSURANCE FUND	48,186.34	48,186.34
Grand Total:	510,278.03	75,054.05

Gross payroll \$212,500.97

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

FROM: Aaron Kooiker, City Manager 

DATE: January 2, 2024

SUBJECT: Ziegler Urban Renewal Plan

- Consideration of Ordinance for the division of revenues under Section 403.19, Code of Iowa, for Ziegler Urban Renewal Plan – 2nd Reading
- Resolution Authorizing or Confirming Advancement of Costs for Urban Renewal Projects and Authorizing Certification of Expenses Incurred by the City for Payment Under Iowa Code Section 403.19

At the December 18, 2023 Council meeting, Council approved the resolution that established the Ziegler Urban Renewal Area. In order to collect the tax increment finance (TIF) revenues in the area, Council needs to adopt an ordinance. The first reading of that ordinance was approved at the December 18, 2023 Council meeting.

Attached is the TIF ordinance for Council's consideration of the second and/or third reading. No comments have been received by City staff.

If Council adopts the ordinance, a resolution is also attached that authorizes to certify as TIF debt costs the city has paid or will pay in the future relating to planning, engineering fees (for urban renewal plans), attorney fees, administrative and other related costs to support urban renewal projects and planning within the Urban Renewal Area.

RECOMMENDATION: Council consideration and approval of the following:

- Second reading and waive the third reading of the Ordinance for the division of revenues under Iowa Code Section 403.19 for Rolling Hills South Condominiums Second Urban Renewal Plan.
- Adopt the Ordinance for the division of revenues under Section 403.19, Code of Iowa, for Ziegler Urban Renewal Plan.
- Resolution authorizing or confirming advancement of costs for urban renewal projects and authorizing certification of expenses incurred by the City for Payment under Iowa Code Section 403.19.

ORDINANCE NO. _____

AN ORDINANCE PROVIDING THAT GENERAL PROPERTY TAXES LEVIED AND COLLECTED EACH YEAR ON ALL PROPERTY LOCATED WITHIN THE ZIEGLER URBAN RENEWAL AREA, IN CITY OF CARROLL, COUNTY OF CARROLL STATE OF IOWA, BY AND FOR THE BENEFIT OF THE STATE OF IOWA, CITY OF CARROLL, COUNTY OF CARROLL, CARROLL COMMUNITY SCHOOL DISTRICT, AND OTHER TAXING DISTRICTS, BE PAID TO A SPECIAL FUND FOR PAYMENT OF PRINCIPAL AND INTEREST ON LOANS, MONIES ADVANCED TO AND INDEBTEDNESS, INCLUDING BONDS ISSUED OR TO BE ISSUED, INCURRED BY THE CITY IN CONNECTION WITH THE ZIEGLER URBAN RENEWAL AREA (**THE ZIEGLER URBAN RENEWAL PLAN**)

WHEREAS, the City Council of the City of Carroll, State of Iowa, after public notice and hearing as prescribed by law and pursuant to Resolution No. 23-112 passed and approved on the 18th day of December, 2023, adopted an Urban Renewal Plan (the "Urban Renewal Plan") for an urban renewal area known as the Ziegler Urban Renewal Area (the "Urban Renewal Area"), which Urban Renewal Area includes the lots and parcels located within the area legally described as follows:

Lot 1 of the Northeast Quarter of the Northeast Quarter, EXCEPT Lot A of Lot 1 of said NE $\frac{1}{4}$ NE $\frac{1}{4}$; and Lot 1, EXCEPT Lot A thereof, of the Irregular Survey of the NW $\frac{1}{4}$ NE $\frac{1}{4}$, ALL IN Section 22, Township 84 North, Range 35 West of the 5th P.M., Carroll County, Iowa, EXCEPT the right of way of the State of Iowa

AND

Lot A of Lot 1 of the NW $\frac{1}{4}$ NE $\frac{1}{4}$ of Section 22, Township 84 North, Range 35 West of the 5th P.M., Carroll County, Iowa

Lot A of Lot 1 Northeast Quarter Northeast Quarter, Section 22, Township 84 North, Range 35 West of the 5th P.M., Carroll County, Iowa

Ferrellgas Inc. Description

Lot Two (2) of the Northeast Quarter of the Northeast Quarter (NE $\frac{1}{4}$ NE $\frac{1}{4}$), Section Twenty-two (22), Township Eighty-four (84) North, Range Thirty-five (35) West of the 5th P.M.

LESS AND EXCEPT that parcel of land conveyed to the State of Iowa by Warranty Deed dated June 3, 1981, and recorded September 1, 1981, in Book 74, at page 11, more particularly described as follows:

Commencing at the NE Corner of said Sec. 22; thence S0°23.7'W, 160.40 feet along the east line of said NE 1/4 NE 1/4 to the Point of Beginning, thence N89°23.8'W, 250.00 feet; thence S0°23.7'W, 20.00 feet; thence S89°23.8'E, 217.00 feet; thence continuing S89°23.8'E, 33.00 feet to a point on the east line of said NE 1/4 NE 1/4; thence N0°23.7'E, 20.00 feet along the east line of said NE 1/4 NE 1/4 to the Point of Beginning; containing 0.12 acre, including 0.02 acre of the present established roadway, and subject to all rights of direct access between Primary Road No. U.S. 30 and as described in the above referenced Warranty Deed and depicted on the Right of Way Plat, Exhibit B, attached hereto and incorporated herein by reference.

Olsen's Car Care Corner, Inc. Description

Lot 1 of the Solid Waste Subdivision of the NE 1/4 NE 1/4 of Section 22, Township 84 North, Range 35 West 5th P.M., Carroll County, Iowa.

Carroll County Solid Waste Description

A PART OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 22, TOWNSHIP 84 NORTH, RANGE 35 WEST OF THE 5TH P.M., CARROLL COUNTY, IOWA AND DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHEAST CORNER OF SAID NORTHEAST 1/4 OF THE NORTHEAST 1/4; THENCE NORTH 01°04'39" EAST ALONG THE EAST LINE OF SAID NORTHEAST 1/4, A DISTANCE OF 799.65 FEET; THENCE NORTH 88°42'06" WEST ALONG THE SOUTH LINE OF LOT 2 OF THE NE 1/4 NE 1/4, 250.55 FEET; THENCE NORTH 01°04'27" EAST ALONG THE WEST LINE OF SAID LOT 2, 328.35 FEET TO THE SOUTH RIGHT OF WAY LINE OF HIGHWAY 30; THENCE NORTH 88°42'54" WEST ALONG THE SOUTH LINE OF SAID RIGHT OF WAY, 107.09 FEET; THENCE NORTH 77°24'18" WEST ALONG THE SOUTH LINE OF SAID RIGHT OF WAY, 101.98 FEET; THENCE NORTH 88°42'54" WEST ALONG THE SOUTH LINE OF SAID RIGHT OF WAY 617.80 FEET TO A POINT ON THE EAST LINE OF LOT A OF LOT 1 OF THE NE 1/4 NE 1/4; THENCE SOUTH 16°58'38" EAST ALONG THE EAST LINE OF SAID PARCEL A OF LOT 1, 752.79 FEET; THENCE SOUTH 16°10'57" EAST ALONG SAID EAST LINE, 321.32 FEET; THENCE SOUTH 16°54'31" EAST ALONG SAID EAST LINE, 137.55 FEET TO THE SOUTH LINE OF SAID NORTHEAST 1/4 OF THE NORTHEAST 1/4; THENCE SOUTH 89°02'26" EAST ALONG THE SOUTH LINE OF SAID NORTHEAST 1/4 OF THE NORTHEAST 1/4, A DISTANCE OF 704.26 FEET TO THE POINT OF BEGINNING AND CONTAINING 21.39 ACRES (931820 S.F.) PROPERTY SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.

THE ABOVE DESCRIBED PARCEL SHALL HEREAFTER BE KNOWN AS SOLID WASTE SUBDIVISION OF THE NE 1/4 NE 1/4 SECTION 22, TOWNSHIP 84 NORTH, RANGE 35 WEST OF THE 5TH P.M., CARROLL COUNTY IOWA AND SHALL HEREAFTER BE KNOWN BY THE LOTS

SHOWN HEREON WITH DIMENSIONS AND AREAS SHOWN HEREON AND SUBJECT TO ANY AND ALL EASEMENTS APPARENT OR OF RECORD AND LOT 4 IS HEREBY TENDERED FOR PUBLIC USE AS A PUBLIC STREET.

SUBDIVISION NOTE:

THE REMAINING PORTION OF THE NE 1/4 NE 1/4 LOCATED WEST OF LOT 3 OF THE NE 1/4 NE 1/4 AND SOUTH OF LOT 1 OF SAID NE 1/4 NE 1/4 OWNED BY THE CARROLL COUNTY SOLID WASTE COMMISSION WAS NOT INCLUDED IN THE SUBDIVISION DUE TO THE LACK OF STREET ACCESS.

Also, including Highway 30 and the Highway 30 southerly and northly right of ways adjacent to the above described parcels and Kittyhawk Avenue and the Kittyhawk Avenue westerly and easterly right of ways adjacent to the above described parcels.

WHEREAS, expenditures and indebtedness are anticipated to be incurred by the City of Carroll, State of Iowa, in the future to finance urban renewal project activities carried out in furtherance of the objectives of the Urban Renewal Plan; and

WHEREAS, the City Council of the City of Carroll, State of Iowa, desires to provide for the division of revenue from taxation in the Urban Renewal Area, as above described, in accordance with the provisions of Section 403.19, Code of Iowa, as amended.

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

Section 1. That the taxes levied on the taxable property in the Urban Renewal Area legally described in the preamble hereof, by and for the benefit of the State of Iowa, City of Carroll, County of Carroll, Carroll Community School District, and all other taxing districts from and after the effective date of this Ordinance shall be divided as hereinafter in this Ordinance provided.

Section 2. That portion of the taxes which would be produced by the rate at which the tax is levied each year by or for each of the taxing districts upon the total sum of the assessed value of the taxable property in the Urban Renewal Area, as shown on the assessment roll as of January 1 of the calendar year preceding the first calendar year in which the City of Carroll, State of Iowa, certifies to the Auditor of Carroll County, Iowa the amount of loans, advances, indebtedness, or bonds payable from the division of property tax revenue described herein, shall be allocated to and when collected be paid into the fund for the respective taxing district as taxes by or for the taxing district into which all other property taxes are paid.

Section 3. That portion of the taxes each year in excess of the base period taxes determined as provided in Section 2 of this Ordinance shall be allocated to and when collected be paid into a special tax increment fund of the City of Carroll, State of Iowa, hereby established, to pay the principal of and interest on loans, monies advanced to, indebtedness, whether funded, refunded, assumed or otherwise, including bonds or obligations issued under the authority of Section 403.9

or 403.12, Code of Iowa, as amended, incurred by the City of Carroll, State of Iowa, to finance or refinance, in whole or in part, urban renewal projects undertaken within the Urban Renewal Area pursuant to the Urban Renewal Plan, except that (i) taxes for the regular and voter-approved physical plant and equipment levy of a school district imposed pursuant to Section 298.2, Code of Iowa, and taxes for the instructional support program of a school district imposed pursuant to Section 257.19, Code of Iowa, (but in each case only to the extent required under Section 403.19(2), Code of Iowa); (ii) taxes for the payment of bonds and interest of each taxing district; (iii) taxes imposed under Section 346.27(22), Code of Iowa, related to joint county-city buildings; and (iv) any other exceptions under Section 403.19, Code of Iowa, shall be collected against all taxable property within the Urban Renewal Area without any limitation as hereinabove provided.

Section 4. Unless or until the total assessed valuation of the taxable property in the Urban Renewal Area exceeds the total assessed value of the taxable property in the Urban Renewal Area as shown by the assessment roll referred to in Section 2 of this Ordinance, all of the taxes levied and collected upon the taxable property in the Urban Renewal Area shall be paid into the funds for the respective taxing districts as taxes by or for the taxing districts in the same manner as all other property taxes.

Section 5. At such time as the loans, advances, indebtedness, bonds and interest thereon of the City of Carroll, State of Iowa, referred to in Section 3 hereof have been paid, all monies thereafter received from taxes upon the taxable property in the Urban Renewal Area shall be paid into the funds for the respective taxing districts in the same manner as taxes on all other property.

Section 6. All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed. The provisions of this Ordinance are intended and shall be construed so as to fully implement the provisions of Section 403.19, Code of Iowa, as amended, with respect to the division of taxes from property within the Urban Renewal Area as described above. In the event that any provision of this Ordinance shall be determined to be contrary to law, it shall not affect other provisions or application of this Ordinance which shall at all times be construed to fully invoke the provisions of Section 403.19, Code of Iowa, with reference to the Urban Renewal Area and the territory contained therein.

Section 7. This Ordinance shall be in effect after its final passage, approval and publication as provided by law.

PASSED AND APPROVED this _____ day of _____, ____.

Mayor

ATTEST:

City Clerk

Read First Time: _____, ____

Read Second Time: _____, ____

Read Third Time: _____, ____

PASSED AND APPROVED: _____, ____.

I, _____, City Clerk of the City of Carroll, State of Iowa, hereby certify that the above and foregoing is a true copy of Ordinance No. _____ passed and approved by the City Council of the City at a meeting held _____, _____, signed by the Mayor on _____, _____, and published in the Carroll Times Herald on _____, _____.

City Clerk, City of Carroll, State of Iowa

(SEAL)

02281349-1\10275-093

January 8, 2024

The City Council of the City of Carroll, Iowa, met in regular session, at in the Council Chambers, City Hall Carroll, Iowa at 5:15 P.M., on the above date. There were present Mayor _____ in the chair, and the following named Council Members:

Absent: _____

* * * * *

Council Member _____introduced the following Resolution entitled “RESOLUTION AUTHORIZING OR CONFIRMING ADVANCEMENT OF COSTS FOR URBAN RENEWAL PROJECTS AND AUTHORIZING CERTIFICATION OF EXPENSES INCURRED BY THE CITY FOR PAYMENT UNDER IOWA CODE SECTION 403.19” and moved its adoption. Council Member _____ seconded the motion to adopt. The roll was called and the vote was,

AYES: _____

NAYS: _____

RESOLUTION NO. _____

RESOLUTION AUTHORIZING OR CONFIRMING ADVANCEMENT OF COSTS FOR AN URBAN RENEWAL PROJECT AND AUTHORIZING CERTIFICATION OF EXPENSES INCURRED BY THE CITY FOR PAYMENT UNDER IOWA CODE SECTION 403.19

WHEREAS, by Resolution adopted December 18, 2023, this Council found and determined that certain areas located within the City are eligible and should be designated as an urban renewal area under Iowa law, and approved and adopted the Ziegler Urban Renewal Plan (the "Plan" or "Urban Renewal Plan") for the Ziegler Urban Renewal Area (the "Area" or "Urban Renewal Area") described therein, which Plan is on file in the office of the Recorder of Carroll County; and

WHEREAS, the Plan, on page 6, generally described an urban renewal project to include planning, engineering fees (for urban renewal plans), attorney fees, administrative, and other related costs to support urban renewal projects and planning within the Urban Renewal Area during the duration of this Urban Renewal Plan (the “Project”); and

WHEREAS, the Project does not exceed the projected cost estimates described in the Plan; and, in the judgment of the Council will further one or more of the objectives of the Plan. Therefore, the Project constitutes a public use and purpose as provided by Iowa Code Chapters 15A and 403; and

WHEREAS, the City intends to advance or has advanced costs from the General Fund to pay costs associated with the Project and thereafter reimburse said funds with tax increment; and

WHEREAS, before approving an urban renewal project for reimbursement with tax increment, it is necessary to make certain findings under Chapter 403; and

WHEREAS, it is the intention of the City to certify the amount of funds advanced for reimbursement under Iowa Code Section 403.19 before December 1, 2026; and

WHEREAS, the amount of funds advanced or to be advanced for the Project is estimated not to exceed \$50,000.00.

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

Section 1. Pursuant to Ordinance No. _____, there has been established the Ziegler Urban Renewal Area Tax Increment Revenue Fund (the "Tax Increment Fund"), into which all incremental property tax revenues received from the Urban Renewal Area are deposited. The Council finds the Project to be an Urban Renewal Project as defined in Iowa Code Chapter 403, and further finds that said Project is included in the Plan, for the Urban Renewal Area.

Section 2. It is hereby directed that the total costs for the Project advanced from time to time from the General Fund in order to pay the costs of the Project shall be treated as an advance and the General Fund shall be reimbursed the total actual project costs from the Tax Increment Fund.

Section 3. All project costs to be incurred for the Project are approved to be advanced or as advanced as described in Section 2. The fees and costs are currently estimated to cost not to exceed \$50,000.00.

Section 4. Certification for reimbursement under Iowa Code Section 403.19 shall be made by the Council on or before December 1, 2026.

ADOPTED AND PASSED BY THE CITY COUNCIL OF THE CITY OF CARROLL, STATE OF IOWA, this 8th day of January, 2024.

Mayor

ATTEST:

City Clerk

City of Carroll

Brad Burke, Chief of Police

Police Department

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-3536

FAX: (712) 792-8088

MEMO TO: Aaron Kooiker, City Manager



FROM: Brad Burke, Chief of Police



DATE: December 27, 2023

SUBJECT: Carroll City Ordinance Chapter 63.01(4)(B) amendment 2nd reading

At the time of this memo, I have not received any feedback in regards to the speed change request for the 1900 block of N Grant Rd. The first reading was completed at the council meeting on December 18, 2024. I suggest that we hold the second reading, waive the third, and pass the ordinance as written.

A request from a resident in the 1900 block of N Grant Road requested we review speed issues on Grant Road in front of his residence. A speed sign was utilized to gather data from this location. The 85th percentile in this location was 35 mph. The posted speed limit is 25 mph. The speed change sign is posted for southbound traffic just north of Todd Terrace. The northbound speed change sign is posted approximately 260 feet north of Todd Terrace. The current code extends the 25-mph speed zone 260 feet north of Todd Terrace. Typically, drivers going southbound do not begin to slow until they pass the speed change sign causing drivers to be over the speed limit near the residences along Grant Rd. This ordinance change will move the speed zone change back to the south edge of the golf course, which in theory will slow traffic near the residences along Grant Road and Fairview Elementary both north and southbound.

The proposed change to Chapter 63.01(4)(B) of the Carroll City Code will move the speed zone of 25 mph to 480 feet north of the centerline of Todd Terrace. This change has been discussed with City Engineer Randy Krauel who supports the change.

RECOMMENDATION: Council consideration and discussion of the ordinance change amendment to Chapter 63.01(4)(B) of the City of Carroll Ordinance.

ORDINANCE NO. _____

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

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

SECTION 1. Chapter 63, Section 01, of the Code of Ordinances of the City of Carroll, Iowa, 2011, is amended through the following provisions:

63.01(4)(B) Grant Road. Speed limits on Grant Road are as follows:

(3) 25 MPH from East Anthony Street to 480 feet north of the centerline of Todd Terrace;

(4) 35 MPH from 480 feet north of the centerline of Todd Terrace to Thirtieth Street, except that the speed shall be 25 MPH when children are present in the school zone which is located between Thirtieth Street on the north to a point 185 feet south of the centerline of Elmwood Drive, and such school zone shall apply to both directions of traffic;

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 _____, 2024.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

Gerald H. Fleshner., Mayor

ATTEST:

Laura A. Schaefer, City Clerk

I certify that the foregoing was published as Ordinance No. _____ on the
_____ day of _____, 2024.

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
FROM: Aaron Kooiker, City Manager *AK*
DATE: January 3, 2024
SUBJECT: Ordinance Establishing a Vacant Property Code

In an effort to establish new and available housing, City Staff has researched ordinances that require vacant properties to register with the City. This penalizes property owners that allow properties to sit vacant for an excessive time and enhances our abilities under Iowa Code 657A. This code allows property owners to rehab or sell without penalty. This is a common ordinance throughout Iowa.

RECOMMENDATION: Mayor and City Council consideration of the first reading of an Ordinance establishing a Vacant Property Code.

ORDINANCE NO. _____

AN ORDINANCE ESTABLISHING VACANT PROPERTY CODE

WHEREAS the Carroll City Council desires to adopt a Vacant Property Code; and

WHEREAS the City Council finds that there are now, and may be in the future, vacant property/buildings which are dilapidated, unsafe, unhygienic, unfit for human habitation, occupancy, or use, and/or inadequately maintained so as to constitute public and/or private nuisances and create or contribute to blight, thereby jeopardizing public health, safety, prosperity and welfare; and

WHEREAS the City Council seeks to facilitate the identification and inspection, and to assure the proper maintenance of vacant properties/buildings for the purpose of preserving and promoting public health, safety, prosperity, and welfare, and to abate and prevent public and private nuisances and potential fire hazards.

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

Section 1. Chapter 159 of the Code of Ordinances of the City of Carroll is hereby created and shall be titled “Vacant Property Code”, and shall read as follows:

CHAPTER 159 VACANT PROPERTY CODE

§ 159.01 PURPOSE

It is the purpose and intent of this ordinance to establish a vacant property code registration and maintenance program as a mechanism for preserving and promoting public health, safety, prosperity, and welfare; to abate and prevent public and private nuisances and potential fire hazards; and to provide for administration, enforcement, and penalties. This ordinance applies to all property types in the City of Carroll.

§ 159.02 DEFINITIONS

Definitions. For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

ACCESSORY BUILDING/STRUCTURE. A separate subordinate building the use of which is incidental to that of the principal use or of the principal building or land and is located on the same parcel as the principal building.

AGENT. A designated representative of the property owner who may act on behalf of and make decisions for the owner with regard to the vacant property.

AUTHORIZED OFFICIAL. Members of the City Staff, including, but not limited to, the Building Official, Code Compliance Officer, or Fire Department Chief, shall oversee the administration and enforcement of this code. Work may include but is not limited to completion of administrative work, inspections, or assessments, and/or other necessary actions in order to ensure compliance.

BUILDING. Any Structure used or intended for supporting or sheltering any use or occupancy.

DANGEROUS BUILDING. A building is deemed to be dangerous if it meets any of the definitions set forth in Chapter 145, City Code of Ordinances.

EXTERIOR PREMISES. The open space on the property or the portion of the property upon which there is not a structure.

GOOD REPAIR. Shall mean free from blight and hazardous conditions, clean, sanitary, and safe.

ILLEGALLY OCCUPIED. Shall include any occupancy in violation of City ordinances.

IMMINENT HAZARD. A condition which could cause serious or life-threatening injury or death at any time.

JUNK. Scrap metals or scrap materials, abandoned, dismantled, or partially dismantled machinery, motor vehicles, other vehicles or appliances, and other items defined as junk in Chapter 51, City Code of Ordinances.

MIXED OCCUPANCY. Occupancy of a building in part for residential use and in part for some other use not accessory thereto.

OCCUPANT. An occupant is any person other than the record owner who leases or otherwise lawfully resides in a building or premises, or a portion of a building or premises.

OWNER. Any person holding title to the property, or with a legal or equitable interest in the property, as recorded in the Office of the Recorder for Carroll County.

PARTIALLY VACANT. A building that has one (1) or more stories or dwelling units vacant.

RESPONSIBLE PERSON. A natural person who is the owner, operator, agent or manager of any building, structure, or property and is responsible for the property's maintenance and/or management.

REFUSE. All garbage, rubbish, ashes, or other substances offensive to sight or smell, dangerous to the public health, or detrimental to the best interests of the community.

STRUCTURE. Anything constructed or erected, which requires location on the ground or attached to something having location on the ground.

UNOCCUPIED. A building which lacks a physical presence of any occupant for at least 180 consecutive days for the purpose for which it was erected, or a building unfit for occupancy due to a failure to meet minimum standards set out by City Code of Ordinances. The storage of products, materials, or other personal property does not constitute occupancy unless otherwise authorized by the City zoning ordinance.

UNSECURED. A building or portion of a building that is open to entry by unauthorized persons without the use of tools.

VACANT BUILDING. A building shall be deemed to be vacant if it is unoccupied and/or no person currently resides in the building or operates a lawful business open regularly for business with the exception of holidays and seasonal businesses, and if it meets one or more of the following:

- (A) Unsecured or secured by means other than those used in the design of the building;
- (B) Declared unfit for occupancy as determined by the Building Official, Code Compliance Officer, Fire Department Chief, or other authorized City representative;
- (C) Been deemed a dangerous and/or dilapidated building by the City of Carroll;
- (D) Subject to housing, building, fire, health and safety, nuisance, or zoning code violations;
or
- (E) Lacks one or more utilities for a period of at least one hundred eighty (180) consecutive days. Vacant buildings do not include any buildings being constructed pursuant to a valid building permit issued by the City of Carroll that is progressing in accordance with timelines authorized under the issuance of the permit.

VACANT LOT. A parcel of ground that does not contain a building or structure and is not owned by the owner of an adjoining parcel containing a principal building or structure.

VACANT PROPERTY. Includes both vacant lots and vacant buildings.

WASTE. Shall mean garbage, ashes, rubbish, refuse, or trash.

WEEDS. Dense growth of all weeds, vines, brush, or other vegetation which may constitute a health, safety, or fire hazard.

§ 159.03 APPLICABILITY

- (A) General. The provisions of this Chapter shall apply to all buildings in any zoning district in the City of Carroll, vacant or partially vacant for over one hundred eighty (180) consecutive days.
- (B) Conflict. In any case where a provision of this Chapter is found to be in conflict with a provision of any of the provisions of the Code of Ordinances, the provision which established a higher standard for the protection of the public health, safety, and welfare shall prevail.
- (C) Application of Other Ordinances. Nothing contained herein shall be deemed to authorize the use of a structure or premises contrary to any other provision of the Code of Ordinances. Repairs, additions, or alterations to a structure shall be done in accordance with the procedures and

provisions of State and local laws. Nothing in this Section shall be construed to cancel, modify, or set aside any provision of the City Zoning Ordinance or Building Code.

(D) Existing Remedies. The provisions in this Chapter shall not be construed to abolish or impair existing remedies of the City, or its officers or agencies, under State laws or this Code of Ordinances, including the Zoning Ordinance, relating to the removal or demolition of any structure which is dangerous, unsafe, and/or unsanitary, or the abatement of public nuisances.

§ 159.04 REGISTRATION REQUIRED

(A) Vacant Property Registration Required.

(1) Vacant Building. The owner of a vacant building to which this Chapter applies shall be required to register the property within ninety (90) days of becoming vacant. Upon enactment of this Chapter of the City Code, any vacant building must register no later than 90 days thereafter.

(2) Vacant Lot. The owner of a vacant lot to which this Chapter applies shall be required to register the property within 90 days of acquisition.

(B) Vacant Property Registration Form. The required form shall be completed by the property owner or agent and submitted to the Building Department. The owner/agent is responsible for updating the registration form annually and as changes occur.

The Registration Form shall require information including, but not be limited to, the following:

(1) Contact information for all owners. If the owner does not reside within the State of Iowa, the owner shall provide the name, address, telephone number, and email address of an agent who is available for service of process within the State of Iowa. If the owner is other than a natural person or persons, the following shall apply, as appropriate:

(a) If the owner is a corporation, limited liability company, or limited or general partnership, the registration statement shall provide the names and addresses of all responsible persons and the name and business address of the registered agent for service of process pursuant to the Iowa Code.

(b) If an estate, the name and address of the executor of the estate.

(c) If a trust, the names and address of the trustee or trustees.

(d) If a partnership, the names and addresses of the partner or partners.

(2) Contact information for a responsible person, as defined by this Chapter, who is a natural person who may be contacted at all times for inspections, emergency repairs, or maintenance, and who can respond to the vacant property when requested.

(3) Proof of insurance coverage for the property including the following minimum amounts:

(a) \$100,000 in general liability coverage; and

(b) Fire and casualty coverage for all structures equal to no less than their replacement value, as determined by the applicant's insurance provider, or its assessed value determined by the Carroll County Assessor, or a minimum of \$50,000, or

(c) If insurance is not able to be obtained, a Bond in the amount of \$50,000 must be secured in the City's favor to ensure all structures on the property can be properly demolished and removed in the event of destruction without taxing public resources. Said Bond shall be submitted to the City Clerk.

- (d) If neither insurance nor bond is secured, an Uninsured Property Fee shall be charged annually, in the amount of \$3,000. If the uninsured property fee is not paid, the Clerk shall send a statement of the annual fee by certified mail to the property owner and if not paid within 30 days, the Clerk shall certify the amount to the County Treasurer and such amount shall then be collected with and in the same manner as general property taxes.
 - (4) Proposed plans for the property and corresponding timeline for action. This may include any new construction, redevelopment, rehabilitation, or demolition plans for the property.
 - (5) An acknowledgement by the owner/agent that grass and weeds shall not exceed a height as established by Section 50.02(9) of the Code of Ordinances and a plan for how the owner will comply with this requirement, including (if applicable) the name and telephone number of any company engaged to manage grass and weeds at the property.
 - (6) An acknowledgment by the owner that snow and ice shall be removed from the public right-of-way within twenty-four (24) hours of snowfall and a plan for how the owner will comply with this requirement, including (if applicable) the name and telephone number of any company engaged to provide snow and ice removal services at the property.
 - (7) An acknowledgment by the applicant that the owner is aware of and understands the vacant property standards set forth in § 159.05.
- (C) Vacant Property Registration Fee. A *Registration Fee* shall be collected **at the time of registration and annually thereafter**. Failure to register a vacant property will result in the City charging an *Unregistered Property Fee* of \$750.00 and any other enforcement means provided in the City's Code of Ordinances. Vacant property registration fee shall be 1% of the total assessed value as determined by the Carroll County Assessor. All fees, whether established herein or not, shall be set or amended by subsequent resolution.

§ 159.05 VACANT PROPERTY STANDARDS

- (A) All vacant buildings subject to registration shall comply with the following standards:
 - (1) Building Openings. Doors, windows, and other openings shall be weathertight and secured against entry by birds, vermin, and trespassers. Missing or broken glass in doors, windows, and other such openings shall be repaired and/or replaced with glass within twelve (12) months of becoming vacant. No building opening shall be boarded for more than twelve (12) months. All first floor or ground level windows, doors, and openings shall be free of any posters, paper, or fabric coverings.
 - (2) Waste Removal. All waste, debris, rubbish, and garbage shall be removed from the exterior of the property and from areas visible from the public right-of-way and adjacent properties such as porches, carports, or other open areas.
 - (3) Roofs. The roof and flashings shall be sound and tight, not admit moisture, or have defects which might admit moisture, rain, or roof draining and shall allow for sufficient drainage to prevent dampness or deterioration in the interior of the building.
 - (4) Building Structure. The building shall be maintained in a sanitary manner and in a manner that does not pose a threat to the public health, safety, and welfare.

- (5) Structural Members. The structural members shall be free of deterioration and capable of safely bearing imposed dead and live loads.
- (6) Foundation Walls. The foundation walls shall be maintained in a structurally sound and sanitary condition so as not to pose a threat to the public health, safety, and welfare, shall be capable of supporting the load which normal use may cause to be placed thereon, and shall be free from open cracks and breaks, free from leaks, and resistant to vermin.
- (7) Exterior Walls. The exterior walls shall be free of holes, breaks, and loose or rotting materials. Exposed metal, wood, or other surfaces shall be protected from the elements and against decay or rust by periodic applications of weather-coating materials such as paint or similar surface treatment.
- (8) Decorative Features. The cornices, belt courses, corbels, terra cotta trim, wall facings, and similar decorative features shall be safe, anchored and in good repair. Exposed metal, wood, or other surfaces shall be protected from the elements and against decay or rust by periodic applications of weather-coating materials, such as paint or similar surface treatment.
- (9) Overhanging Extensions. All balconies, canopies, marquees, signs, metal awnings, stairways, fire escapes, standpipes, exhaust ducts, and similar features shall be in good repair, anchored, safe and sound. Exposed metal, wood, or other surfaces shall be protected from the elements and against decay or rust by periodic applications of weather-coating materials, such as paint or similar surface treatment.
- (10) Chimneys and Towers. Chimneys, cooling towers, smokestacks, and similar appurtenances shall be structurally safe and in good repair. Exposed metal, wood, or other surfaces shall be protected from the elements and against decay or rust by periodic applications of weather-coating materials, such as paint or similar surface treatment.
- (11) Walkways. Public walkways shall be in good repair, shall be safe for pedestrian travel, and shall be free of snow and ice. Snow and ice removal shall be completed within twenty-four (24) hours of a snowfall.
- (12) Accessory Building/Structures. Accessory buildings and structures such as garages, sheds, and fences shall be free from safety, health and fire hazards; and shall comply with these Vacant Building Maintenance Standards.
- (13) Exterior Premises. The surrounding premises upon which the structure or building is located shall be clean, safe, sanitary, free from waste, rubbish, garbage, excessive vegetation, shall not be used for exterior storage, and shall not pose a threat to public health, welfare, or safety.

§ 159.06 EXEMPTIONS

(A) Property actively listed for sale or lease. A vacant property that is actively listed and offered for sale or lease shall be exempt from the registration requirement subject to the following conditions.

- (1) The property is offered for sale at a price not to exceed twenty-five percent of the assessed value as documented by the Carroll County Assessor's Office unless the owner is able to submit recent comparable market data which justifies a higher value.

- (2) The property is offered for lease at a proposed rent that is comparable with the rental market throughout the community.
- (3) If after twelve (12) months of active listing, the property remains vacant, registration will be required.
- (B) Temporary Vacancy of Owner-Occupied Dwellings. A vacant owner-occupied residential property where the owner resides elsewhere for less than six (6) months per calendar year shall be exempt from registration requirement.

§ 159.07 VIOLATION AND ENFORCEMENT

- (A) Inspection and Assessment. The City is authorized to inspect and assess the property for compliance. Access to the interior of any building shall be with owner consent or pursuant to an administrative search warrant.
- (B) Violation of this Chapter. If the City determines the property is in violation of any provision of this Chapter, the City may notify the owner of the violation by providing a Notice of Violation via regular and certified mail and posting at a conspicuous place on the property. The Notice of Violation shall identify the sections in violation, required corrective action, and a time frame for completion.
- (C) Violations of other applicable City Codes. Registered properties shall remain subject to compliance with other applicable City Code provisions including, but not limited to, those pertaining to nuisances, property maintenance, zoning, dangerous building, and fire. Violations of other applicable code provisions will follow corresponding enforcement procedures.
- (D) Failure to Comply. If the owner fails to take corrective action within the specified time frame, the City reserves the right to pursue all available legal remedies including without limitation issuance of a municipal infraction citation or pursuit of title to the property pursuant to Iowa Code § 657A.10B.

§ 159.08 APPEALS

- (A) Appeals. The owner shall have the right to appeal a Notice of Violation by the authorized official to the City Manager.
 - (1) Written Request for Appeal. A written request for an appeal must be submitted within ten (10) calendar days from the date on the Notice of Violation. The written request shall include the following:
 - (a) Date
 - (b) Owner’s name,
 - (c) Owner’s address
 - (d) Owner’s phone number
 - (e) Property address or parcel number
 - (f) Information supporting the owner’s position
 - (2) Setting the Hearing. As soon as practicable after receiving the written appeal, the City Manager shall fix a date, time and place of hearing.
 - (3) Failure to Appeal. Failure of any person to file an appeal shall constitute a waiver of rights to an administrative hearing and adjudication of the notice of violation.

(4) Matters of Consideration. Only those matters or issues specifically raised by the appellant shall be considered in the hearing of the appeal.

(5) Decision. After hearing all testimony, the City Manager shall have 5 days to issue a decision. The decision shall be in writing and shall contain findings of fact, a determination of the issues presented, and the requirements to be complied with. The decision shall be served on the appellant by certified mail, return receipt requested.

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, provisions, 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 _____, 202_____.

CITY OF CARROLL, IOWA

Gerald H. Fleshner, Mayor

ATTEST:

Laura Schaefer, City Clerk

CITY OF CARROLL

VACANT PROPERTY REGISTRATION FORM

The City of Carroll has adopted a Vacant Property Ordinance. The Code requires the annual registration of vacant property within the corporate City limits of Carroll, Iowa. Questions related to this registration can be directed to the City's Building Official or Code Compliance Officer at 712-792-1000.

Return completed form and applicable fees and/or additional documents to: City of Carroll, Building Department, 627 N. Adams Street, Carroll, IA 51401. **Please print clearly in ink or type**

Property Information	
Property Address:	
Parcel Identification Number (PIN):	
Does this property contain a structure: <input type="checkbox"/> YES <input type="checkbox"/> NO If YES, please describe structures (i.e. single-family house, garage, commercial building What is the total assessed value of the property, as determined by the Carroll County Assessor:	
Property Owner Information	
Corporation/Owner Name:	
Corporation/Owner Mailing Address:	
Corporation/Owner Phone:	
Corporation/Owner Email Address:	
Primary Contact Person	
Name:	
Mailing Address:	
Phone:	Email Address:
Insurance Information	
Is the property insured with a minimum \$100,000 in general liability coverage? <input type="checkbox"/> YES <input type="checkbox"/> NO	
If there is a structure on the property is there Fire and Casualty Insurance for all structures equal to their total assessed value or a minimum of \$50,000? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A (No Structures on the property) If YES, Coverage Amount: \$	
Insurance Company:	
Policy Number:	
Insurance Company Mailing Address:	
Insurance Company Phone:	Insurance Company Email Address:

Insurance Information (Cont.)	
If insurance is not available, then a BOND in the amount of \$50,000 must be secured in the City's favor to ensure all structures on the property can be properly demolished and removed in the event of destruction without taxing public resources. Is a BOND being secured in place of insurance coverage for this property? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A (insurance provided) If Yes, submit a copy of the Bond.	
If neither insurance or bond is secured an annual Uninsured Property Fee in the amount \$3,000 must be submitted with this Registration Form. Is a check made payable to the City of Carroll for the \$3,000 Uninsured Property Fee enclosed? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A (insurance or bond provided)	
Property Plans/Timeline	
Please describe the plans and related timeline for action on this property. (i.e. Plans to demolish or renovate existing structures within a specific time period) Use additional pages if necessary.	
Owner/Agent Acknowledgements	
As the responsible party (owner/agent) for this property I understand that we are responsible for the ongoing maintenance of exterior landscaping/lawn care including the control of weeds/grass. I agree to ensure that the height of weeds/grass will not exceed ten (10") inches in height. <input type="checkbox"/> YES <input type="checkbox"/> NO The following company/person is responsible for the lawn care of this property: Company/Contact Name: Company/Contact Phone Number: As the responsible party (owner/agent) for this property I understand that we are responsible for the ongoing snow removal from all public sidewalks within twenty-four (24) hours of snowfall. <input type="checkbox"/> YES <input type="checkbox"/> NO The following company/person is responsible for the snow removal from public sidewalks at this property: Company/Contact Name: Company/Contact Phone Number:	
As the responsible party (owner/agent) for this property I understand that we are responsible for adhering to the Vacant Property Standards as outlined in the Vacant Property Ordinance. (Chapter 159) <input type="checkbox"/> YES <input type="checkbox"/> NO	
Annual Registration Fee	
An annual Vacant Property Registration Fee calculated pursuant to Chapter 159 is due at the time of registration. "Vacant Property registration fee shall be 1% of the total assessed value as determined by the Carroll County Assessor". Is a check made payable to the City of Carroll for the Vacant Property Registration Fee enclosed? <input type="checkbox"/> YES <input type="checkbox"/> NO	
Owner/Agent Signature	
I hereby certify that the information contained in this form is accurate and I understand that it is my responsibility to inform the City of Carroll of any changes to this information.	
Signature	Date
Printed Name:	Title:


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
FROM: Aaron Kooiker, City Manager 
DATE: January 2, 2024
SUBJECT: Rolling Hills South Fifth Addition – Rezoning Request

704 Development Corp. has submitted and is requesting approval of an application to rezone a parcel of land in the southwest quarter of Section 25, Township 84 North, Range 35 West of the Fifth P.M., City of Carroll, Carroll County, Iowa, whose exterior boundary is more fully described on attached Exhibit A. The property is identified in the 2013 Carroll Comprehensive Plan as Low-Density Residential. The existing zoning is A-1, Agricultural District. The request is to change to R-3, Low-Density Residential District and R-3-PUD (Planned Unit Development District) which would be consistent with the future land use map.

This phase of development consists of 15 residential lots and one, 1.77 acres, P.U.D. lot which is planned to contain three triplex residences. Zoning Ordinance paragraph 170.23.3.D reads as follows: Tract Size. The minimum size tract for a for a P.U.D. is two acres. Single-family homes and duplexes are permitted in the R-3, Low-Density Residential District. The P.U.D. will be a condominium development with a homeowner's association owning and maintaining the common areas within the development.

Included with the rezoning request is a copy of the site layout of the proposed triplexes. If the P.U.D. rezoning request is approved, the development is required to conform to all submitted P.U.D. documents.

At the December 13, 2023, Planning and Zoning meeting it was approved to recommend to the City Council waiver of the Zoning Ordinance paragraph 170.23.3.D minimum tract size and approval of the rezoning of the Rolling Hills South Fifth Addition from A-1, Agricultural District to R-3, Low-Density Residential District and R-3 PUD Planned Unit Development contingent upon receipt of all required P.U.D. documents. The P.U.D. documents have been received and staff has determined they meet City Code.

RECOMMENDATION: Mayor and City Council conduction of the required public hearing, waiver of the Zoning Ordinance paragraph 170.23.3.D minimum tract size and passage and approval of the Ordinance amending the Zoning Map for the Rolling Hills South Fifth Addition.

Exhibit "A"

A PARCEL OF LAND LOCATED IN THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 25, TOWNSHIP 84 NORTH, RANGE 35 WEST OF THE 5TH P.M., CARROLL COUNTY, IOWA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SAID SECTION 25, THENCE ALONG THE SOUTH LINE OF SAID SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER S89°49'46"E, 1054.85 FEET; THENCE N00°08'16"E, 43.00 FEET TO THE NORTHERLY RIGHT OF WAY LINE OF WEST PLEASANT RIDGE ROAD AND THE POINT OF BEGINNING; THENCE ALONG THE WESTERLY LINE OF ROLLING HILLS SOUTH SECOND ADDITION N00°08'16"E, 180.26 FEET; THENCE ALONG THE SOUTHERLY LINE OF SAID ROLLING HILLS SECOND N89°53'24"W, 44.26 FEET; THENCE ALONG THE WESTERLY LINE OF SAID ROLLING HILLS SECOND N00°12'59"W, 114.06 FEET; THENCE ALONG THE SOUTHERLY LINE OF SAID ROLLING HILLS SECOND AND THE SOUTHERLY LINE OF ROLLING HILLS SOUTH THIRD ADDITION N89°50'18"W, 881.87 FEET TO THE EASTERLY RIGHT OF WAY OF U.S. HIGHWAY 71; THENCE ALONG SAID EASTERLY RIGHT OF WAY S03°18'43"W, 255.62 FEET TO SAID NORTHERLY RIGHT OF WAY OF WEST PLEASANT RIDGE ROAD; THENCE ALONG SAID RIGHT OF WAY S82°09'51"E, 291.93 FEET; THENCE CONTINUING ALONG SAID RIGHT OF WAY S89°49'57"E, 651.69 FEET TO THE POINT OF BEGINNING.

DESCRIBED PARCEL CONTAINS 6.07 ACRES AND IS SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE ZONING MAP REFERRED TO IN SECTION 170.06 OF THE ZONING ORDINANCE INCORPORATED IN CHAPTER 170 OF THE CODE OF ORDINANCES OF THE CITY OF CARROLL, IOWA AND ALTERING THE ZONING DISTRICT FOR REAL ESTATE SITUATION IN THE CITY OF CARROLL, CARROLL COUNTY, IOWA:

BE IT ORDAINED by the City Council of the City of Carroll, Iowa as follows:

SECTION 1. The Zoning Map referred to and incorporated as a part of Section 170.06, Chapter 170 of the Code of Ordinances, City of Carroll, Iowa is hereby amended to the extent of altering the Zoning District of the following property described from A-1, Agricultural District to R-3, Low-Density Residential District:

A PARCEL OF LAND LOCATED IN THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 25, TOWNSHIP 84 NORTH, RANGE 35 WEST OF THE 5TH P.M., CARROLL COUNTY, IOWA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SAID SECTION 25, THENCE ALONG THE SOUTH LINE OF SAID SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER S89°49'46"E, 1054.85 FEET; THENCE N00°08'16"E, 43.00 FEET TO THE NORTHERLY RIGHT OF WAY LINE OF WEST PLEASANT RIDGE ROAD AND THE POINT OF BEGINNING; THENCE ALONG THE WESTERLY LINE OF ROLLING HILLS SOUTH SECOND ADDITION N00°08'16"E, 180.26 FEET; THENCE ALONG THE SOUTHERLY LINE OF SAID ROLLING HILLS SECOND N89°53'24"W, 44.26 FEET; THENCE ALONG THE WESTERLY LINE OF SAID ROLLING HILLS SECOND N00°12'59"W, 114.06 FEET; THENCE ALONG THE SOUTHERLY LINE OF SAID ROLLING HILLS SECOND AND THE SOUTHERLY LINE OF ROLLING HILLS SOUTH THIRD ADDITION N89°50'18"W, 881.87 FEET TO THE EASTERLY RIGHT OF WAY OF U.S. HIGHWAY 71; THENCE ALONG SAID EASTERLY RIGHT OF WAY S03°18'43"W, 255.62 FEET TO SAID NORTHERLY RIGHT OF WAY OF WEST PLEASANT RIDGE ROAD; THENCE ALONG SAID RIGHT OF WAY S82°09'51"E, 291.93 FEET; THENCE CONTINUING ALONG SAID RIGHT OF WAY S89°49'57"E, 651.69 FEET TO THE POINT OF BEGINNING.

DESCRIBED PARCEL CONTAINS 6.07 ACRES AND IS SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

Upon Carroll City Council approval and subsequent recording of the Final Plat of Rolling Hills South Fifth Addition, City of Carroll, Carroll County, Iowa, the Zoning Map referred to and incorporated as a part of Section 170.06, Chapter 170 of the Code of Ordinances, City of Carroll, Iowa is hereby amended to the extent of altering the Zoning District of the following property described from R-3, Low-Density Residential District to P.U.D., Planned Unit Development District with an underlay zoning of R-3, Low-Density Residential District:

Lot 10, Rolling Hills South Fifth Addition, City of Carroll, Carroll County, Iowa

- SECTION 2. The City Clerk is directed to attach a copy of the Ordinance to the official Zoning Map.
- SECTION 3. The remainder of the Zoning Map, other than herein specified, shall remain the same as previously drawn and published.
- SECTION 4. REPEALER. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.
- SECTION 5. 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 adjudged not invalid or unconstitutional.
- SECTION 6. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

Passed and approved by the Carroll City Council this _____ day of _____, 2024.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

BY: _____
Gerald H. Fleshner, Mayor

ATTEST:

Laura A. Schaefer, City Clerk

I certify that the foregoing was published as Ordinance No. _____ on the ____ day of _____, 2024.

Laura A. Schaefer, City Clerk

City of Carroll

627 N. Adams Street

Carroll, Iowa 51401

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Aaron Kooiker, City Manager *AK*

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

DATE: January 3, 2024

SUBJECT: Rolling Hills South Fifth Addition
Preliminary Plat

A Preliminary Plat has been submitted by 704 Development Corp. for a proposed Rolling Hills South Fifth Addition. The proposed Addition is 6.04 acres of land located south of Rolling Hills South Second and Third Additions and north of Pleasant Ridge Road.

The property is identified in the 2013 Comprehensive Plan as Low-Density Residential land use. The existing zoning is A-1 Agricultural District. The proposed zoning is R-3 Low-Density Residential District and R-3 P.U.D. Planned Unit Development District, which is consistent with the Comprehensive Plan.

A copy of the proposed Preliminary Plat of the Addition is attached. The proposed Addition consists of 15 residential lots and one, 1.77 acre, P.U.D. lot. Southridge Drive and Westridge Drive are planned for extension to serve the Addition. The Addition will also be served by public sanitary sewer and water systems.

In lieu of the provision of a performance bond guaranteeing completion of all required improvements according to the construction plans, the City has entered into an Agreement for Private Development with 704 Development Corp. Among other Representations and Warranties contained in the Agreement, construction of the Infrastructure Improvements shall be completed on or before December 31, 2024. Infrastructure Improvements mean the construction or installation of streets, sanitary sewer, storm sewer and water infrastructure to be completed by the Developer.

The Planning and Zoning Commission, at their meeting on December 13, 2023, recommended tentative approval of the Preliminary Plat.

RECOMMENDATION: Mayor and City Council consideration of passage and approval of the Resolution tentatively approving the Rolling Hills South Fifth Addition Preliminary Plat.

RMK:ds

attachments (2)

RESOLUTION NO.: _____

WHEREAS, 704 Development Corp. has filed a Preliminary Plat for Rolling Hills South Fifth Addition, City of Carroll, Carroll County, Iowa; and,

WHEREAS, the Preliminary Plat was recommended for tentative approval by the City Planning and Zoning Commission at their meeting of December 13, 2023;

NOW, THEREFORE, BE IT RESOLVED that the Council does hereby tentatively approve the Rolling Hills South Fifth Addition, City of Carroll, Carroll County, Iowa. Council gives authorization to proceed with preparation of the Final Plat pursuant to Section 6-6.0308 of the City of Carroll Subdivision Ordinance.

Passed and approved by the Carroll City Council this 8th day of January 2024.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Gerald H. Fleshner, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

PRELIMINARY PLAT ROLLING HILLS SOUTH FIFTH ADDITION CITY OF CARROLL CARROLL COUNTY, IOWA

OWNER, SUBDIVIDER

704 DEVELOPMENT CORP.
704 W. HIGHWAY 30
CARROLL, IA 51401
712-792-5050

LAND SURVEYOR

JUSTIN JENSEN, PLS
MCCLURE ENGINEERING CO.
623 N. CARROLL STREET
CARROLL, IA 51401
712-220-8121

DESIGN ENGINEER

CODY FORCH, PE
MCCLURE ENGINEERING CO.
623 N. CARROLL STREET
CARROLL, IA 51401
712-220-8121

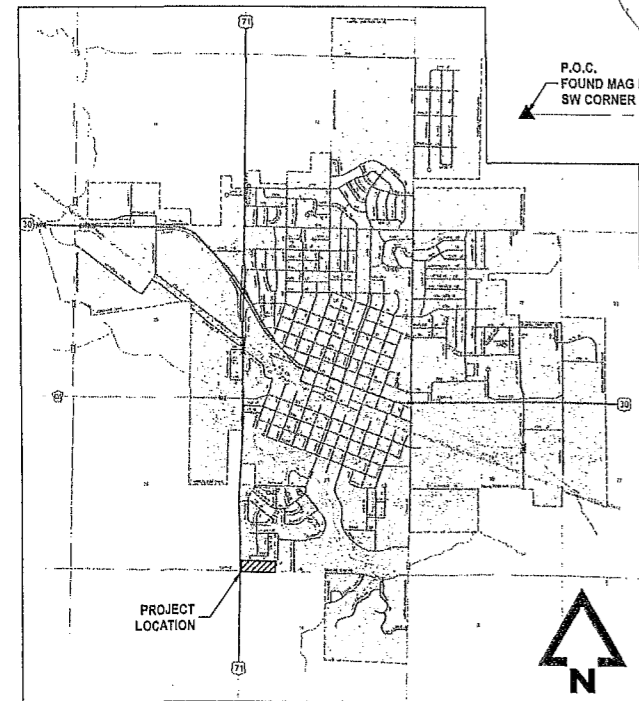
ACREAGE TABLE

TOTAL ACREAGE	6.07 ACRES
NUMBER OF LOTS	16
MIN. LOT AREA	0.19 ACRES
AVG. LOT AREA	0.30 ACRES
MAX. LOT AREA	1.77 ACRES
PUBLIC LAND AREA	0.00 ACRES
ROW LAND AREA	1.03 ACRES

ZONING

EXISTING ZONING	A-1
PROPOSED ZONING	R-3 & R-3 PUD

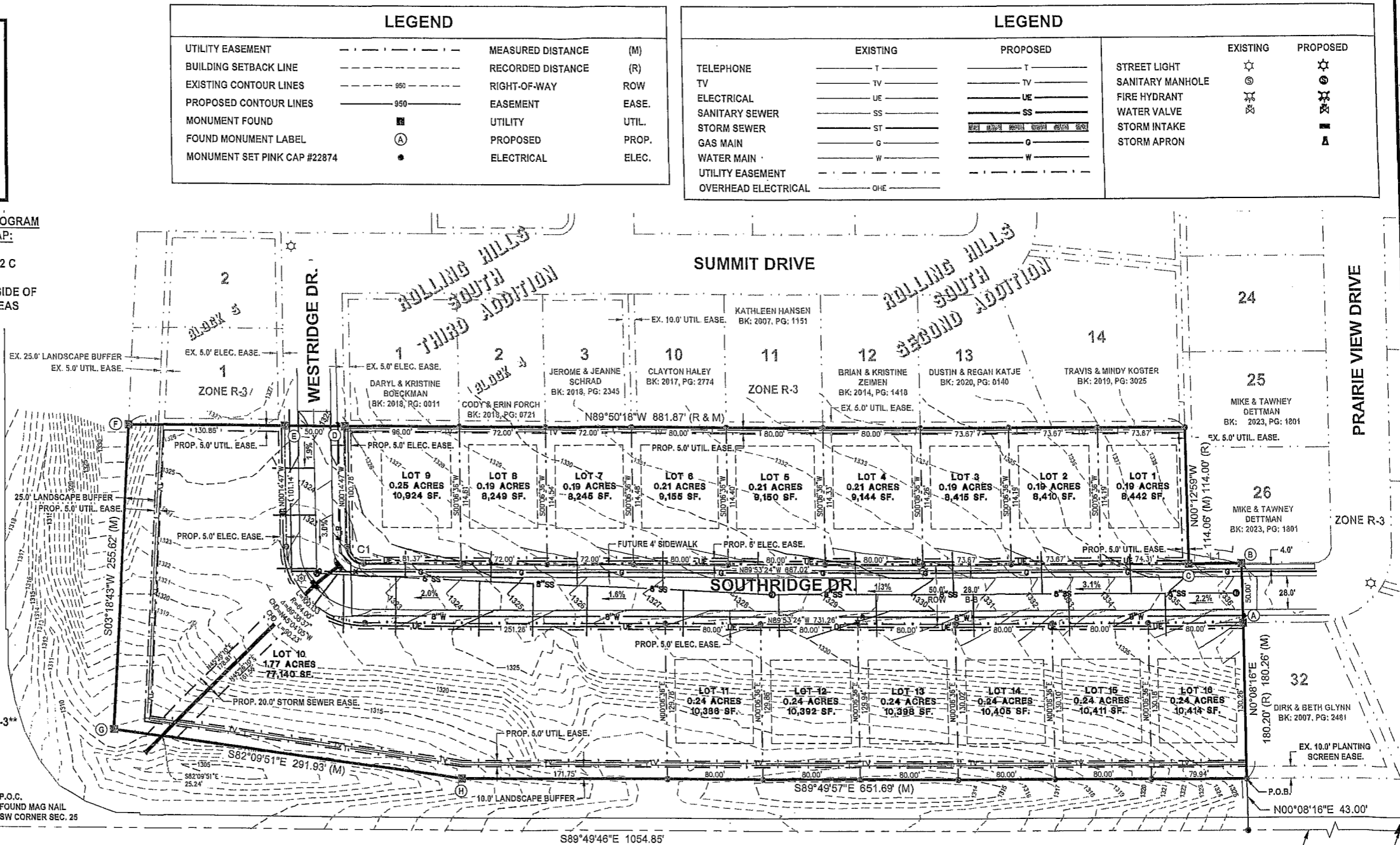
****LOT 10 WILL BE ZONED R-3 PUD. ALL OTHERS WILL BE ZONED R-3****



CITY OF CARROLL, IOWA

NATIONAL FLOOD INSURANCE PROGRAM FLOOD INSURANCE RATE MAP:

COMMUNITY NUMBER: 190041 0142 C
SEPTEMBER 15, 2017
PROJECT AREA IS LOCATED OUTSIDE OF
ANY SPECIAL FLOOD HAZARD AREAS
SHOWN ON CURRENT RATE MAP.



BUILDING SETBACKS

FRONT YARD	30'
REAR YARD MIN.	15'
SIDE YARD MIN.	7.5'

ATTACHED GARAGE MAY BE 5' FROM THE SIDE LOT LINE, BUT NOT A STREET LINE.

*NOTE: ALL FRONT YARD BUILDING SETBACK LINES ARE TO BE MEASURED FROM THE STREET RIGHT-OF-WAY.

CITY APPROVALS	
RECOMMEND TENTATIVE PLAT APPROVAL - PLANNING AND ZONING COMMISSION	
CHAIRMAN	DATE
TENTATIVE PLAT ACCEPTED - CITY OF CARROLL, IOWA	
CLERK	DATE

NOTES

THERE ARE BURIED UTILITIES IN THE VICINITY OF THE PROPOSED WORK. THE CONTRACTOR SHALL NOTIFY THE RESPECTIVE UTILITY COMPANIES BEFORE COMMENCING WORK. NEITHER THE OWNER NOR ENGINEER ASSUMES ANY RESPONSIBILITY FOR UTILITY LOCATIONS BEING ACCURATELY SHOWN, OR NOT SHOWN ON THE PLAN.

CONTOURS SHOWN ARE AT 1 FOOT CONTOUR INTERVALS.

ALL BEARINGS ARE ASSUMED, ALL MONUMENTS SET ARE 1/2" REBAR WITH PINK CAP LS# 22874 UNLESS OTHERWISE NOTED. MONUMENTS TO BE SET UPON COMPLETION OF CONSTRUCTION.

DEVELOPER	
PRELIMINARY PLAT APPROVAL	
MATT GREYEMAN - 704 DEVELOPMENT CORPORATION	DATE

CURVE	RADIUS	DELTA	TANGENT	LENGTH	DIRECTION
C1	14.00'	89°38'37"	13.91'	21.90'	N45°04'05"W

LINE TABLE:
L1 = N 89° 53' 24" W 44.26' (M) 44.32' (R)

I HEREBY CERTIFY THAT THIS ENGINEERING DOCUMENT WAS PREPARED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF IOWA.

Cody Forch 12/14/23
CODY F. FORCH, PE NO. 22843
MY LICENSE RENEWAL DATE IS DECEMBER 31, 2024
PAGES OR SHEETS COVERED BY THIS SEAL:
SHEETS 1 AND 2

LEGEND

UTILITY EASEMENT	---	MEASURED DISTANCE (M)	---
BUILDING SETBACK LINE	---	RECORDED DISTANCE (R)	---
EXISTING CONTOUR LINES	---	RIGHT-OF-WAY ROW	---
PROPOSED CONTOUR LINES	---	EASEMENT	---
MONUMENT FOUND	■	UTILITY	---
FOUND MONUMENT LABEL	Ⓐ	PROPOSED	---
MONUMENT SET PINK CAP #22874	●	ELECTRICAL	---

LEGEND

	EXISTING	PROPOSED	EXISTING	PROPOSED
TELEPHONE	T	T	STREET LIGHT	☼
TV	TV	TV	SANITARY MANHOLE	⊙
ELECTRICAL	UE	UE	FIRE HYDRANT	⊕
SANITARY SEWER	SS	SS	WATER VALVE	⊕
STORM SEWER	ST	ST	STORM INTAKE	⊕
GAS MAIN	G	G	STORM APRON	■
WATER MAIN	W	W		
UTILITY EASEMENT	---	---		
OVERHEAD ELECTRICAL	OHE	OHE		

McCLURE
623 N Carroll St.
Carroll, Iowa 51401
P 712-220-8121

Ankeny, IA | Carroll, IA | Clive, IA
Cedar Rapids, IA | Fort Dodge, IA
North Liberty, IA | St. Louis, MO
Macon, MO | Columbia, MO
North Kansas City, MO
Lenexa, KS

NOTICE:
McClure Engineering Co. is not responsible or liable for any issues, claims, damages, or losses (collectively, "Losses") which arise from failure to follow these Plans, Specifications, and the engineering intent they convey, or for Losses which arise from failure to obtain and/or follow the engineers' or surveyors' guidance with respect to any alleged errors, omissions, inconsistencies, ambiguities, or conflicts contained within the Plans and Specifications.

IOWA CERTIFICATE OF AUTHORITY NO. 26887

North Arrow
Scale: 1" = 50' (FULL SIZE)
Scale: 1" = 100' (HALF SIZE)

REVISIONS

NO.	DESCRIPTION

PROJECT INFO
211590-000

ENGINEER DRAWN BY CHECKED BY
CFF BAV JSS

ROLLING HILLS SOUTH
FIFTH ADDITION
CARROLL, IOWA

BOUNDARY INFORMATION

**PRELIMINARY PLAT
ROLLING HILLS SOUTH
FIFTH ADDITION
CITY OF CARROLL
CARROLL COUNTY, IOWA**

BOUNDARY DESCRIPTION:

A PARCEL OF LAND LOCATED IN THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 25, TOWNSHIP 84 NORTH, RANGE 35 WEST OF THE 5TH P.M., CARROLL COUNTY, IOWA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SAID SECTION 25, THENCE ALONG THE SOUTH LINE OF SAID SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER S89°49'46"E, 1054.85 FEET; THENCE N00°08'16"E, 43.00 FEET TO THE NORTHERLY RIGHT OF WAY LINE OF WEST PLEASANT RIDGE ROAD AND THE POINT OF BEGINNING; THENCE ALONG THE WESTERLY LINE OF ROLLING HILLS SOUTH SECOND ADDITION N00°08'16"E, 180.26 FEET; THENCE ALONG THE SOUTHERLY LINE OF SAID ROLLING HILLS SECOND N89°53'24"W, 44.26 FEET; THENCE ALONG THE WESTERLY LINE OF SAID ROLLING HILLS SECOND N00°12'59"W, 114.06 FEET; THENCE ALONG THE SOUTHERLY LINE OF SAID ROLLING HILLS SECOND AND THE SOUTHERLY LINE OF ROLLING HILLS SOUTH THIRD ADDITION N89°50'18"W, 881.87 FEET TO THE EASTERLY RIGHT OF WAY OF U.S. HIGHWAY 71; THENCE ALONG SAID EASTERLY RIGHT OF WAY S03°18'43"W, 255.62 FEET TO SAID NORTHERLY RIGHT OF WAY OF WEST PLEASANT RIDGE ROAD; THENCE ALONG SAID RIGHT OF WAY S82°09'51"E, 291.93 FEET; THENCE CONTINUING ALONG SAID RIGHT OF WAY S89°49'57"E, 651.69 FEET TO THE POINT OF BEGINNING. DESCRIBED PARCEL CONTAINS 6.07 ACRES AND IS SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

DEDICATION:

KNOW ALL MEN BY THESE PRESENT: THAT 704 DEVELOPMENT CORPORATION, IS THE OWNER OF THE LAND DESCRIBED WITHIN THE PERIMETER DESCRIPTION AND EMBRACED WITHIN THIS PLAT AND HAVE CAUSED SAID LAND TO BE SUBDIVIDED INTO LOTS TO BE NAMED AND NUMBERED AS SHOWN; SAID SUBDIVISION TO BE HEREAFTER KNOWN AS ROLLING HILLS SOUTH FIFTH ADDITION. SAID OWNER HEREBY RATIFIES AND APPROVES OF THE DISPOSITION OF ITS PROPERTY AS SHOWN ON THIS PLAT. ALL STREET RIGHT-OF-WAY CONTAINED WITHIN THE PERIMETER OF THIS SUBDIVISION AS SHOWN HEREON ARE HEREBY TENDERED FOR PUBLIC USE. SAID OWNER FURTHER GRANTS PERPETUAL UTILITY EASEMENTS AND ELECTRICAL EASEMENTS TO THE CITY OF CARROLL AND ANY PUBLIC OR PRIVATE UTILITY FOR RECIPROCAL USE BY THE LICENSEES OF SAID SUBDIVISION TO BUILD, ERECT, MAINTAIN AND OR REPAIR THE FOLLOWING: WATERLINES, DRAINAGE FACILITIES, NATURAL GAS LINES, WIRES AND CABLES FOR CARRYING TRANSMISSION OF ELECTRICAL CURRENT FOR LIGHT, HEAT, POWER AND FOR THE TRANSMISSION AND RECEPTION OF SIGNALS AND SOUNDS OF ALL KINDS ON, OVER, THROUGH, UNDER AND ACROSS ALL STRIPS OF LAND LABELED AS UTILITY OR ELECTRICAL EASEMENTS ON THIS PLAT. THE GRADE, ELEVATION OR CONTOUR OF ANY PART OF THE EASEMENT AREA SHALL NOT BE CHANGED WITHOUT OBTAINING THE PRIOR WRITTEN CONSENT OF THE CITY OF CARROLL. NO LANDSCAPING OR STRUCTURE SHALL BE ERECTED OVER OR WITHIN THE EASEMENT AREA WITHOUT OBTAINING THE PRIOR WRITTEN APPROVAL OF THE CITY OF CARROLL.

MONUMENT DESCRIPTIONS (SEE SHEET 1):

- A = FOUND ½" REBAR - NW CORNER OF LOT 32 ROLLING HILLS SOUTH SECOND ADDITION
- B = FOUND ½" REBAR
- C = FOUND REBAR WITH YELLOW PLASTIC CAP - SW CORNER OF LOT 26 ROLLING HILLS SOUTH SECOND ADDITION
- D = FOUND REBAR WITH YPC #21443 - SW CORNER OF LOT 1 BLOCK 4 ROLLING HILLS SOUTH THIRD ADDITION
- E = FOUND ¾" REBAR - SE CORNER OF LOT 1 BLOCK 5 ROLLING HILLS SOUTH THIRD ADDITION
- F = FOUND REBAR WITH YPC #21443 - SW CORNER OF LOT 1 BLOCK 5 ROLLING HILLS SOUTH THIRD ADDITION
- G = FOUND REBAR WITH YELLOW PLASTIC CAP
- H = FOUND REBAR WITH YELLOW PLASTIC CAP



623 N Carroll St.
Carroll, Iowa 51401
P 712-220-8121

Ankeny, IA | Carroll, IA | Clive, IA
Cedar Rapids, IA | Fort Dodge, IA
North Liberty, IA | Sioux City, IA
Macon, MO | Columbia, MO
North Kansas City, MO
Lenexa, KS

NOTICE:
McClure Engineering Co. is not responsible or liable for any issues, claims, damages, or losses (collectively, "Losses") which arise from failure to follow these Plans, Specifications, and the engineering intent they convey, or for Losses which arise from failure to obtain and/or follow the engineers' or surveyors' guidance with respect to any alleged errors, omissions, inconsistencies, ambiguities, or conflicts contained within the Plans and Specifications.

IOWA CERTIFICATE OF AUTHORITY NO. 26887

REVISIONS

PROJECT INFO
211560-000

ENGINEER DRAWN BY CHECKED BY
OFF BAV JSS

ROLLING HILLS SOUTH
FIFTH ADDITION
CARROLL, IOWA

BOUNDARY DESCRIPTION
AND DEDICATION

P:\21156006-DRAWINGS\CIVIL\PLATS\PP-01.DWG

City of Carroll

627 N. Adams Street

Carroll, Iowa 51401

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Aaron Kooiker, City Manager *AK*

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

DATE: January 3, 2024

SUBJECT: Rolling Hills South Fifth Addition
Final Plat

A Final Plat has been submitted by 704 Development Corp. for a proposed Rolling Hills South Fifth Addition. The proposed Addition is 6.04 acres of land located south of Rolling Hills South Second and Third Additions and north of Pleasant Ridge Road.

A copy of the proposed Final Plat of the Addition is attached. The proposed Addition consists of 15 residential lots and one, 1.77 acre, P.U.D. lot. Right of Way dedication is proposed for Southridge Drive and Westridge Drive extensions to serve the Addition. The Addition will also be served by public sanitary sewer and water systems.

Attached is a copy of a Subdivision Agreement providing for the completion of all public improvements and maintenance of them by the City after final acceptance of them by the City Council.

In lieu of the provision of a performance bond guaranteeing completion of all required improvements according to the construction plans, the City has entered into an Agreement for Private Development with 704 Development Corp. Among other Representations and Warranties contained in the Agreement, construction of the Infrastructure Improvements shall be completed on or before December 31, 2024. Infrastructure Improvements mean the construction or installation of streets, sanitary sewer, storm sewer and water infrastructure to be completed by the Developer.

The Planning and Zoning Commission, at their meeting on December 13, 2023, recommended approval of the Final Plat.

RECOMMENDATION: Mayor and City Council consideration of passage and approval of the Resolution accepting the Rolling Hills South Fifth Addition Final Plat and approving the Subdivision Agreement.

RMK:ds

attachments (3)

RESOLUTION NO. _____

WHEREAS, 704 Development Corp. owner of certain real estate described in a Final Plat filed with the City Clerk of the City of Carroll, Iowa, known as Rolling Hills South Fifth Addition, City of Carroll, Carroll County, Iowa; and,

WHEREAS, the said Final Plat has been duly examined by the City Planning and Zoning Commission, which has recommended approval of the same on December 13, 2023, and found same to conform to the general plan of the City; and,

WHEREAS, said Final Plat has been examined by the City Council and found to conform to the City of Carroll Subdivision Ordinance and falls within the general plan of the City of Carroll, Iowa, and is found to comply with Chapter 354 of the 2023 Code of Iowa.

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

1. That the Final Plat of Rolling Hills South Fifth Addition, City of Carroll, Carroll County, Iowa, is found to conform with the law and is hereby accepted.
2. That the Subdivision Agreement for Rolling Hills South Fifth Addition is approved.
3. That this Resolution shall be fully binding upon the owners, their assigns, purchasers or successors in interest.
4. That 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 Final Plat as provided by law.

Passed and approved by the Carroll City Council this 8th day of January 2024.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Gerald H. Fleshner, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

INDEX LEGEND	
CITY: CARROLL	
COUNTY: CARROLL	
TRS: SECTION 25, T84N, R35W	
ALIQUOT PART: SW 1/4	
PROPRIETOR: 704 DEVELOPMENT CORP.	
REQUESTED BY: 704 DEVELOPMENT CORP.	
SURVEYOR: JUSTIN JENSEN	
COMPANY: MCCLURE	
PREPARED BY & RETURN TO: JUSTIN JENSEN	
623 N. CARROLL STREET	
CARROLL, IOWA 51401 / 712-220-8121	

LEGEND			
UTILITY EASEMENT	---	MEASURED DISTANCE	(M)
BUILDING SETBACK LINE	---	RECORDED DISTANCE	(R)
SECTION CORNER	▲	RIGHT-OF-WAY	ROW
MONUMENT FOUND	■	EASEMENT	EASE.
FOUND MONUMENT LABEL	ⓐ	UTILITY	UTIL.
MONUMENT SET PINK CAP #22874	●	PROPOSED	PROP.
		ELECTRICAL	ELEC.

FINAL PLAT
ROLLING HILLS SOUTH
FIFTH ADDITION
CITY OF CARROLL
CARROLL COUNTY, IOWA

McCLURE™
 623 N Carroll St.
 Carroll, Iowa 51401
 P 712-220-8121

Ankeny, IA | Carroll, IA | Clive, IA
 Cedar Rapids, IA | Fort Dodge, IA
 North Liberty, IA | Sioux City, IA
 Macon, MO | Columbia, MO
 North Kansas City, MO
 Lenexa, KS

OWNER, SUBDIVIDER
 704 DEVELOPMENT CORP.
 704 W. HIGHWAY 30
 CARROLL, IA 51401
 712-792-5050

LAND SURVEYOR
 JUSTIN JENSEN, PLS
 MCCLURE ENGINEERING CO.
 623 N. CARROLL STREET
 CARROLL, IA 51401
 712-220-8121

ACREAGE TABLE

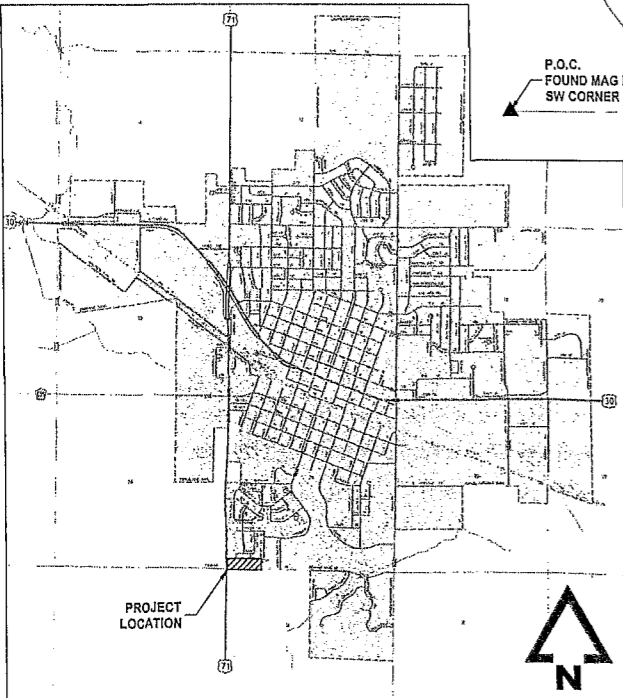
TOTAL ACREAGE	6.07 ACRES
NUMBER OF LOTS	16
MIN. LOT AREA	0.19 ACRES
AVG. LOT AREA	0.30 ACRES
MAX. LOT AREA	1.77 ACRES
PUBLIC LAND AREA	0.00 ACRES
ROW LAND AREA	1.03 ACRES

BUILDING SETBACKS

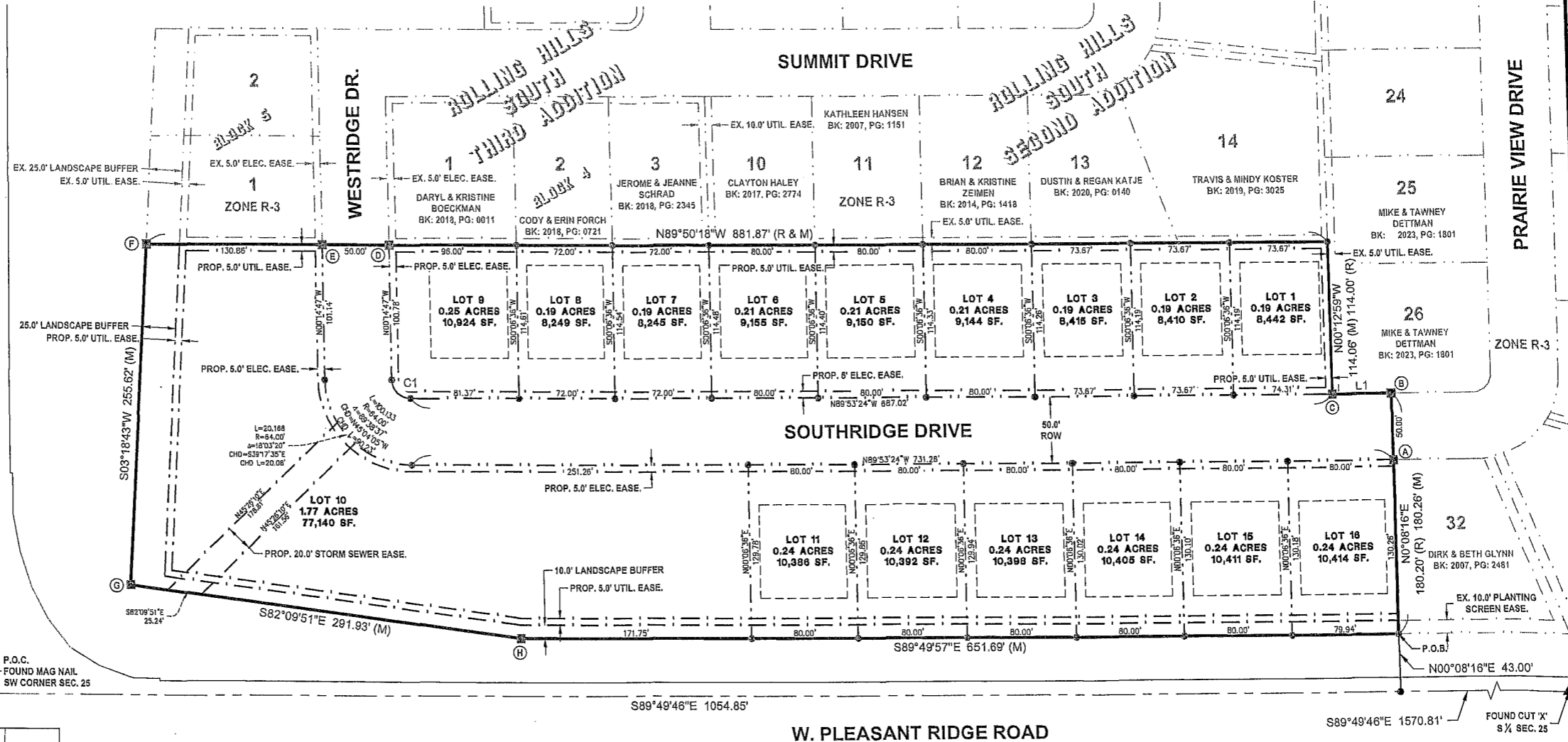
FRONT YARD	30'
REAR YARD MIN.	15'
SIDE YARD MIN.	7.5'

ATTACHED GARAGE MAY BE 5' FROM THE SIDE LOT LINE, BUT NOT A STREET LINE.

*NOTE: ALL FRONT YARD BUILDING SETBACK LINES ARE TO BE MEASURED FROM THE STREET RIGHT-OF-WAY.



CITY OF CARROLL, IOWA



NOTES
 LANDSCAPE BUFFERS ARE RESERVED FOR SCREENING. THE PLACEMENT OF STRUCTURES THEREON IS PROHIBITED.

ALL BEARINGS ARE ASSUMED, ALL MONUMENTS SET ARE 1/2" REBAR WITH PINK CAP LS# 22874 UNLESS OTHERWISE NOTED. MONUMENTS TO BE SET UPON COMPLETION OF CONSTRUCTION.

CURVE	RADIUS	DELTA	TANGENT	LENGTH	DIRECTION
C1	14.00'	89°38'37"	13.91'	21.90'	N45°04'05"W

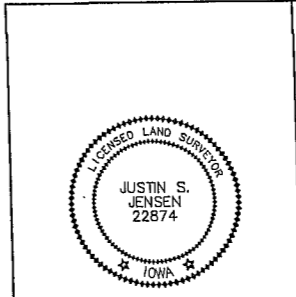
LINE TABLE:
 L1 = N 89° 53' 24" W 44.26' (M) 44.32' (R)

CITY APPROVALS	
RECOMMEND PLAT APPROVAL - PLANNING AND ZONING COMMISSION	
CHAIRMAN	DATE
SECRETARY	DATE
PLAT ACCEPTED FINAL APPROVAL - CITY OF CARROLL, IOWA	
MAYOR	DATE
CLERK	DATE

DEVELOPER

FINAL PLAT APPROVAL

Matt Greteman 12/5/23
 MATT GRETEMAN - 704 DEVELOPMENT CORPORATION DATE



I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF IOWA.

DATE: 12/5/23

JUSTIN S. JENSEN, PLS NO. 22874

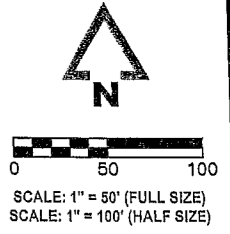
MY LICENSE RENEWAL DATE IS DECEMBER 31, 2024

PAGES OR SHEETS COVERED BY THIS SEAL:

SHEET 1 AND 2

NOTICE:
 McClure Engineering Co. is not responsible or liable for any issues, claims, damages, or losses (collectively "Losses") which arise from failure to follow these Plans, Specifications, and the engineering intent they convey, or for Losses which arise from failure to obtain and/or follow the engineers' or surveyors' guidance with respect to any alleged errors, omissions, inconsistencies, ambiguities, or conflicts contained within the Plans and Specifications.

IOWA CERTIFICATE OF AUTHORITY NO. 26887



REVISIONS

PROJECT INFO
 211560-000

ENGINEER DRAWN BY CHECKED BY
 CFF BAV JSS

ROLLING HILLS SOUTH
 FIFTH ADDITION
 CARROLL, IOWA

BOUNDARY INFORMATION

**FINAL PLAT
ROLLING HILLS SOUTH
FIFTH ADDITION
CITY OF CARROLL
CARROLL COUNTY, IOWA**

BOUNDARY DESCRIPTION:

A PARCEL OF LAND LOCATED IN THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 25, TOWNSHIP 84 NORTH, RANGE 35 WEST OF THE 5TH P.M., CARROLL COUNTY, IOWA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SAID SECTION 25, THENCE ALONG THE SOUTH LINE OF SAID SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER S89°49'46"E, 1054.85 FEET; THENCE N00°08'16"E, 43.00 FEET TO THE NORTHERLY RIGHT OF WAY LINE OF WEST PLEASANT RIDGE ROAD AND THE POINT OF BEGINNING; THENCE ALONG THE WESTERLY LINE OF ROLLING HILLS SOUTH SECOND ADDITION N00°08'16"E, 130.26 FEET; THENCE ALONG THE SOUTHERLY LINE OF SAID ROLLING HILLS SECOND N89°53'24"W, 44.26 FEET; THENCE ALONG THE WESTERLY LINE OF SAID ROLLING HILLS SECOND N00°12'59"W, 114.06 FEET; THENCE ALONG THE SOUTHERLY LINE OF SAID ROLLING HILLS SECOND AND THE SOUTHERLY LINE OF ROLLING HILLS SOUTH THIRD ADDITION N89°50'18"W, 881.87 FEET TO THE EASTERLY RIGHT OF WAY OF U.S. HIGHWAY 71; THENCE ALONG SAID EASTERLY RIGHT OF WAY S03°18'43"W, 255.62 FEET TO SAID NORTHERLY RIGHT OF WAY OF WEST PLEASANT RIDGE ROAD; THENCE ALONG SAID RIGHT OF WAY S82°09'51"E, 291.93 FEET; THENCE CONTINUING ALONG SAID RIGHT OF WAY S89°49'57"E, 651.69 FEET TO THE POINT OF BEGINNING. DESCRIBED PARCEL CONTAINS 6.07 ACRES AND IS SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

DEDICATION:

KNOW ALL MEN BY THESE PRESENT: THAT 704 DEVELOPMENT CORPORATION, IS THE OWNER OF THE LAND DESCRIBED WITHIN THE PERIMETER DESCRIPTION AND EMBRACED WITHIN THIS PLAT AND HAVE CAUSED SAID LAND TO BE SUBDIVIDED INTO LOTS TO BE NAMED AND NUMBERED AS SHOWN; SAID SUBDIVISION TO BE HEREAFTER KNOWN AS ROLLING HILLS SOUTH FIFTH ADDITION. SAID OWNER HEREBY RATIFIES AND APPROVES OF THE DISPOSITION OF ITS PROPERTY AS SHOWN ON THIS PLAT. ALL STREET RIGHT-OF-WAY CONTAINED WITHIN THE PERIMETER OF THIS SUBDIVISION AS SHOWN HEREON ARE HEREBY TENDERED FOR PUBLIC USE. SAID OWNER FURTHER GRANTS PERPETUAL UTILITY EASEMENTS AND ELECTRICAL EASEMENTS TO THE CITY OF CARROLL AND ANY PUBLIC OR PRIVATE UTILITY FOR RECIPROCAL USE BY THE LICENSEES OF SAID SUBDIVISION TO BUILD, ERECT, MAINTAIN AND OR REPAIR THE FOLLOWING: WATERLINES, DRAINAGE FACILITIES, NATURAL GAS LINES, WIRES AND CABLES FOR CARRYING TRANSMISSION OF ELECTRICAL CURRENT FOR LIGHT, HEAT, POWER AND FOR THE TRANSMISSION AND RECEPTION OF SIGNALS AND SOUNDS OF ALL KINDS ON, OVER, THROUGH, UNDER AND ACROSS ALL STRIPS OF LAND LABELED AS UTILITY OR ELECTRICAL EASEMENTS ON THIS PLAT. THE GRADE, ELEVATION OR CONTOUR OF ANY PART OF THE EASEMENT AREA SHALL NOT BE CHANGED WITHOUT OBTAINING THE PRIOR WRITTEN CONSENT OF THE CITY OF CARROLL. NO LANDSCAPING OR STRUCTURE SHALL BE ERECTED OVER OR WITHIN THE EASEMENT AREA WITHOUT OBTAINING THE PRIOR WRITTEN APPROVAL OF THE CITY OF CARROLL.

MONUMENT DESCRIPTIONS (SEE SHEET 1):

- A = FOUND ½" REBAR - NW CORNER OF LOT 32 ROLLING HILLS SOUTH SECOND ADDITION
- B = FOUND ½" REBAR
- C = FOUND REBAR WITH YELLOW PLASTIC CAP - SW CORNER OF LOT 26 ROLLING HILLS SOUTH SECOND ADDITION
- D = FOUND REBAR WITH YPC #21443 - SW CORNER OF LOT 1 BLOCK 4 ROLLING HILLS SOUTH THIRD ADDITION
- E = FOUND ¾" REBAR - SE CORNER OF LOT 1 BLOCK 5 ROLLING HILLS SOUTH THIRD ADDITION
- F = FOUND REBAR WITH YPC #21443 - SW CORNER OF LOT 1 BLOCK 5 ROLLING HILLS SOUTH THIRD ADDITION
- G = FOUND REBAR WITH YELLOW PLASTIC CAP
- H = FOUND REBAR WITH YELLOW PLASTIC CAP



Ankeny, IA | Carroll, IA | Clive, IA
Cedar Rapids, IA | Fort Dodge, IA
North Liberty, IA | Sioux City, IA
Macon, MO | Columbia, MO
North Kansas City, MO
Lenexa, KS

NOTICE:
McClure Engineering Co. is not responsible or liable for any issues, claims, damages, or losses (collectively, "Losses") which arise from failure to follow these Plans, Specifications, and the engineering intent they convey, or for Losses which arise from failure to obtain and/or follow the engineers' or surveyors' guidance with respect to any alleged errors, omissions, inconsistencies, ambiguities, or conflicts contained within the Plans and Specifications.

IOWA CERTIFICATE OF AUTHORITY NO. 26887

REVISIONS

PROJECT INFO
211560-000

ENGINEER DRAWN BY CHECKED BY
CFF BAV JSS

ROLLING HILLS SOUTH
FIFTH ADDITION
CARROLL, IOWA

BOUNDARY DESCRIPTION
AND DEDICATION

P:\21156005-DRAWINGS\CIVIL\PLATS\FP-01.DWG

Prepared by: City of Carroll, Randall M. Krauel, 627 N. Adams Street, Carroll, IA 51401

SUBDIVISION AGREEMENT
FOR
ROLLING HILLS SOUTH FIFTH ADDITION

THIS AGREEMENT made and entered into this 8th day of January, 2024, by and between the City of Carroll, Iowa, a municipal corporation, hereinafter referred to as the "City", and 704 Development Corp., hereinafter referred to as the "Owner/Developer".

RECITAL

The Owner/Developer owns a tract of land, which contains 6.07 acres more or less and has filed the following referenced exhibits which are made part of the Agreement.

Exhibit A: Preliminary Plat given Tentative Acceptance by the City Council on January 8, 2024.

Exhibit B: Public Improvement Construction Plans.

Exhibit C: Final Plat, Accepted and Approved by the City Council on January 8, 2024.

The Owner/Developer wishes to Sub-divide a tract to be known as Rolling Hills South Fifth Addition, "Addition". The Owner/Developer has made arrangements for utilities to be provided to each lot and, in conjunction with the City, for sanitary sewer and watermain service to be provided to each lot in the Addition except as herein specified.

NOW, THEREFORE, the parties agree as follows:

OBLIGATIONS OF OWNER/DEVELOPER

The Owner/Developer and all subsequent Owners, developers, successors or assigns of all or part of this Addition shall, except as otherwise specified, provide, do, or cause to be done, the following at its sole cost and expense:

- a. Utility Easements. Perpetual easements under, over, through and across property as identified on the Final Plat for the purpose of constructing, reconstructing, repairing, enlarging and maintaining utilities, together with necessary appurtenances thereto.
- (1) The utility provider utilizing the Utility Easement shall have the right of access to the Utility Easement and shall have all rights of ingress and egress reasonably necessary for the use and enjoyment of the Utility Easement including, but not limited to, the right to remove any unauthorized obstructions or structures placed or erected within the Utility Easements.
 - (2) Landscaping, other than lawn grasses, and structures shall not be erected over or within any Utility Easement.
 - (3) The grade, elevation or contour of any part of any Utility Easement shall not be changed by any owner.
- b. Storm Sewer Easements Perpetual easements under, over, through and across property as identified on the Final Plat for the purpose of constructing, reconstructing, repairing, enlarging, and maintaining storm sewer facilities, together with necessary appurtenances thereto.
- (1) The City shall have the right of access to Storm Sewer Easements and have all rights of ingress and egress reasonably necessary for the use and enjoyment of the Storm Sewer Easements including, but not limited to, the right to remove any unauthorized obstructions or structures placed or erected within the Storm Sewer Easements.
 - (2) Landscaping, other than lawn grasses, and structures shall not be erected over or within any Storm Sewer Easement.
 - (3) The grade, elevation or contour of any part of any Storm Sewer Easement shall not be changed by any owner.
- c. Electrical Easements. Perpetual easements under, over, through and across property as identified on the Final Plat for the exclusive purpose of constructing, reconstructing, repairing, enlarging and maintaining electrical facilities, together with necessary appurtenances thereto.
- (1) The electric provider utilizing the Electrical Easements shall have the right of access to the Electrical Easements and shall have all rights of ingress and egress reasonably necessary for the use and enjoyment of the Electrical Easements including, but not limited to, the right to remove any authorized obstructions or structures placed on or erected within the Electrical Easements.
 - (2) Landscaping, other than lawn grasses, and structures shall not be erected over or within any Electrical Easement.

- (3) The grade, elevation or contour of any part of any Electrical Basement shall not be changed by any owner.
8. Owner/Developer shall pay all costs for the installation of street lights. Street lights shall be installed by MidAmerican Energy. Installation shall conform to the City's Street Lighting Policy No. 0701 and Exhibits A & B.
9. Owner/Developer shall pay to the City \$150.00 for each street name sign to be installed by the City in the Addition. Two (2) street name signs will be installed in the Addition by the City. The cost to the Owner/Developer is \$300.00.
10. The Owner/Developer shall pay to the City costs incurred by the City for resident project representation and testing associated with construction of the Public Improvements.
11. The Owner/Developer will be responsible for paying all real estate taxes prorated to date of possession on any property dedicated or deeded to the City. If no date of possession is given, then taxes will be prorated to the date the deed is recorded with the Carroll County Recorder.
12. The Owner/Developer will be responsible to fulfill all obligations contained in this Agreement. In any action or proceeding relating to this Agreement, the prevailing party to such action shall be entitled to its costs and reasonable attorney's fees, which shall be payable whether or not such action is prosecuted to judgment. "Prevailing party" within the meaning of this paragraph shall include, without limitation, a party who dismisses an action for recovery under this Agreement in exchange for payment of the sums allegedly due, performance of obligations allegedly breached or consideration substantially equal to the relief sought in the action.
13. The Owner/Developer further agrees to indemnify and hold the City harmless from any claims or causes of action brought against the City as a result of the negligent design of this Addition or Owner/Developer's negligence in complying with the terms and obligations of this Agreement for a period of five (5) years from the date first above written. Thereafter, the parties hereto understand that the City disclaims any responsibility for the design of the Addition.

OBLIGATIONS OF CITY

1. City shall provide all City services that are available to all other subdivisions within the City.
2. City shall accept the Final Plat of the Addition pursuant to the terms of the Agreement.
3. City defers the requirements that the Owner/Developer complete and dedicate all Public Improvements prior to approving the Final Plat. In lieu of the required performance bond guaranteeing the completion of Public Improvements, the City accepts the Owner/Developer's representations included in Paragraphs 2 and 3, Obligations of Owner/Developer. The Owner/Developer may, at his sole risk, construct Public Improvements, pursuant to this Agreement on dedicated right-of-way or easements at the discretion of the City. The Owner/Developer hereby agrees to hold the City harmless and covenant not to sue the City for any of the Owner/Developer's activities on the property.

4. Upon Owner/Developer's compliance with the terms of this Agreement and upon final completion of construction, the City shall review for acceptance and assumption of the maintenance and repair of all public improvements including roadways/streets, public sanitary sewers (excluding building sewers and "y" branches), storm sewers and watermains within dedicated right-of-way or easements following expiration of the provisions of the maintenance bond.
5. The City Engineering Technician, or designated representative, will be the resident project representative on site during construction as determined necessary by the City to assure successful completion of the Public Improvements.

CONSENT OF OWNER/DEVELOPER

1. The Owner/Developer has read and is familiar with the provisions of this Subdivision Agreement and 704 Development Corp. is a Corporation; the below-named officer has the full authority to act on behalf of the Corporation; and this Agreement is signed and approved in the ordinary course of the Corporation's business or affairs.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first written above.

CITY OF CARROLL

704 DEVELOPMENT CORPORATION

By: _____
Gerald H. Fleshner, Mayor

By: _____
Matthew P. Greteman, President

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: Aaron Kooiker, City Manager *AK*

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

DATE: January 3, 2024

SUBJECT: Rolling Hills South Fifth Addition

- Water Supply Service Agreement
- Sewage Treatment Agreement

The Owner – Developer of the Rolling Hills South Fifth Addition, 704 Development Corp., is preparing to apply to the Iowa Department of Natural Resources (DNR) for permission to construct watermain and sanitary sewer in the Addition. One of the requirements of the DNR is that the City accepts responsibility for providing potable water to the Addition and for the treatment of sewage contributed by the Addition.

RECOMMENDATION: Mayor and City Council consideration and passage and approval of the Resolutions accepting the Water Supply Service Agreement and the Sewage Treatment Agreement for Rolling Hills South Fifth Addition.

RMK:ds

attachments (4)

RESOLUTION NO. _____

A RESOLUTION APPROVING AN IOWA DEPARTMENT OF NATURAL RESOURCES WATER SUPPLY SERVICE AGREEMENT FOR ROLLING HILLS SOUTH FIFTH ADDITION.

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, an Iowa Department of Natural Resources Water Supply Service Agreement with 704 Development Corp. for Rolling Hills South Fifth Addition has been prepared to provide water; and,

WHEREAS, it is determined that the approval of the Agreement is in the best interest of the City and the residents thereof.

NOW, THEREFORE, BE IT RESOLVED that the Agreement with 704 Development Corp. for water supply service for Rolling Hills South Fifth Addition is approved and that the Mayor is authorized to execute the Agreement on behalf of the City of Carroll.

Passed and approved by the Carroll City Council this 8th day of January, 2024.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Gerald H. Fleshner, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk



IOWA DEPARTMENT OF NATURAL RESOURCES
 WATER SUPPLY ENGINEERING SECTION
CONSTRUCTION PERMIT APPLICATION

Water Supply Service Agreement

INSTRUCTIONS

This agreement must be executed for all projects where construction and water supply will be provided by different parties; i.e., a private subdivision connecting to a municipal system. This agreement must be executed by the parties who are owners at the time the permit is issued, regardless of whether title to the proposed construction project will be transferred after completion of the project.

This agreement is not necessary when a contract for water services already exists; i.e., service contracts between municipalities. However, the Department of Natural Resources must be informed in writing that the contractual agreement does exist.

PROJECT IDENTIFICATION: Rolling Hills South Fifth Addition

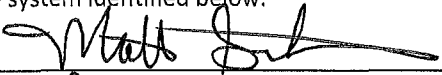
APPLICANT

ENGINEER

Owner: <u>704 Development Corp</u>	Firm: <u>McClure</u>
Address: <u>704 W Highway 30</u> <u>Carroll, IA 51401</u>	Address: <u>623 N Carroll Street</u> <u>Carroll, IA 51401</u>
Representative: <u>Matt Greteman</u>	Project Officer: <u>Cody Forch</u>
Telephone: <u>(712) 792-2580</u>	Telephone: <u>(712) 220-8121</u>
E-mail address: <u>matt@greteman.com</u>	E-mail address: <u>cforch@mcclurevision.com</u>

CERTIFICATION

I am the authorized representative of the **Applicant** identified above and state that all water distributed by this project shall be obtained by the system identified below.

Signature:  Date: 11/20/23
 Title: President

SYSTEM SUPPLYING WATER:

PWS Name: Carroll Municipal Water Supply PWSID: IA 1415072
 Address: 627 N Adams Street
 City, State, Zip: Carroll, IA 51401

AGREEMENT TO PROVIDE WATER

I am the authorized representative of the **Owner** of the water system identified above and state that the connection of the proposed water distribution system also identified above is approved by the owner, and that the owner accepts responsibility for providing potable water required by this project in accordance with the provisions of Chapter 455B, Code of Iowa, and the rules of the Department of Natural Resources. This agreement shall not be construed in any way to affect any local ordinances, water service agreements, or fee systems entered into between the parties.

Signature: _____ Date: _____
 Typed or Printed Name: _____ Title: _____
 Email: _____ Phone: _____
 Additional Contacts (optional): _____

RESOLUTION NO. _____

A RESOLUTION APPROVING AN IOWA DEPARTMENT OF NATURAL RESOURCES SEWAGE TREATMENT AGREEMENT FOR ROLLING HILLS SOUTH FIFTH ADDITION.

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, an Iowa Department of Natural Resources Sewage Treatment Agreement with 704 Development Corp. for Rolling Hills South Fifth Addition has been prepared to provide for sewage treatment; and,

WHEREAS, it is determined that the approval of the Agreement is in the best interest of the City and the residents thereof.

NOW, THEREFORE, BE IT RESOLVED that the Agreement with 704 Development Corp. for sewage treatment for Rolling Hills South Fifth Addition is approved and that the Mayor is authorized to execute the Agreement on behalf of the City of Carroll.

Passed and approved by the Carroll City Council this 8th day of January, 2024.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Gerald H. Fleshner, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk



Iowa Department of Natural Resources
 Wastewater Section
 Construction Permit Application
Sewage Treatment Agreement

INSTRUCTIONS

This agreement must be executed for all projects where construction and sewage treatment will be provided by different parties; i.e., a private subdivision connecting to a municipal system. This agreement must be executed by the parties who are owners at the time the permit is issued, regardless of whether title to the proposed construction project will be transferred after completion of the project.

This agreement is not necessary when a contract for sewage treatment already exists; i.e., service contracts between municipalities. However, the Department of Natural Resources must be informed in writing that the contractual agreement does exist.

APPLICANT	ENGINEER
Owner: <u>704 Development Corp</u>	Firm: <u>McClure</u>
Address: <u>704 W Highway 30, Carroll, IA 51401</u>	Address: <u>623 N Carroll Street, Carroll, IA 51401</u>
Representative: <u>Matt Greteman</u>	Project Officer: <u>Cody Forch</u>
Phone Number: <u>(712) 792-2580</u>	Phone Number: <u>(712) 220-8121</u>
Project Identification: <u>Rolling Hills South Fifth Addition</u>	
Owner and System Receiving Wastes: <u>City of Carroll</u>	

CERTIFICATION

I am the authorized representative of the owner identified above and state that the proposed sanitary sewage facilities shall be constructed in accordance with the plans and specifications and all wastes contributed by this project shall be discharged to the treatment system identified above.

Signature *Matt Greteman* Title: President Date 11/2/23

AGREEMENT TO PROVIDE SEWAGE TREATMENT

I am the authorized representative of the owner of the system identified above and state that the connection of the proposed sanitary sewage facilities identified above is approved by the owner, and that the owner accepts responsibility for providing adequate treatment of all wastes contributed by this project, in accordance with the provisions of Chapter 455B, Code of Iowa, and the rules of the Department of Natural Resources. This agreement shall not be construed in any way to affect any local ordinances, sewer service agreements, or fee systems entered into between the parties.

Name: _____ Title: _____
 Signature _____ Date _____ Phone: _____

City of Carroll

627 N. Adams Street

Carroll, Iowa 51401

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Aaron Kooiker, City Manager *AK*

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

DATE: January 3, 2024

SUBJECT: Water High Service Pump No. 1 Replacement - 2024

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

On December 6, 2023, plans, specifications, form of contract and estimated cost for the Water High Service Pump No. 1 Replacement – 2024 project were filed by JEO Consulting Group, Inc. The plans, specifications, form of contract and estimated cost are generally described as follows:

PLANS

The plans detail the replacement of the existing high service pump no. 1 with a new, larger pump with variable speed drive motor. Building piping repainting is included as a separate bid item.

SPECIFICATIONS

The specifications further detail the pump and motor replacement and repainting. The specifications are the Statewide Urban Specifications, Supplemental Specifications and Special Provisions.

FORM OF CONTRACT

The form of contract is the Statewide Urban Design and Specification sample form.

ESTIMATED COST

The estimated construction cost is as follows:

High Service Pump No. 1 Replacement	\$286,800.00
High Service Building Piping Repainting	<u>\$177,450.00</u>
Total Estimated Construction Cost	\$464,250.00

Water HSPS Pump Replacement

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

Consideration of Adoption of Plans, Specifications, Form of Contract and Estimated Cost

January 3, 2024

Page 2

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

Design Fees	\$46,165.00
Construction Fees	\$13,505.00
Construction Cost	<u>\$464,250.00</u>
Total Project	\$523,920.00

Proposed funding is from the Water Utility Fund.

The project schedule is anticipated as follows:

Bid Letting	January 16, 2024
Bid Award Consideration	January 22, 2024
Construction Completion, Painting	December 31, 2024
Construction Completion, Pump & Motor	June 1, 2025

RECOMMENDATION: Mayor and City Council conduction of the required public hearing and consideration of adoption of the plans, specifications, form of contract and estimated cost of the Water High Service Pump No. 1 Replacement – 2024 project.

RMK:ds

attachment

RESOLUTION NO. _____

RESOLUTION ADOPTING THE PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATED COST FOR THE WATER HIGH SERVICE PUMP NO. 1 REPLACEMENT – 2024 PROJECT.

WHEREAS, plans, specifications, form of contract and estimated cost were filed for the construction of public improvements described in general as Water High Service Pump No. 1 Replacement – 2024; and,

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

WHEREAS, the City Council has determined that the plans, specifications, form of contract and estimated cost are 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 said plans, specifications, form of contract and estimated cost are hereby adopted as the plans, specifications, form of contract and estimated cost for the Water High Service Pump No. 1 Replacement – 2024 project.

Passed and approved by the Carroll City Council this 8th day of January, 2024.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

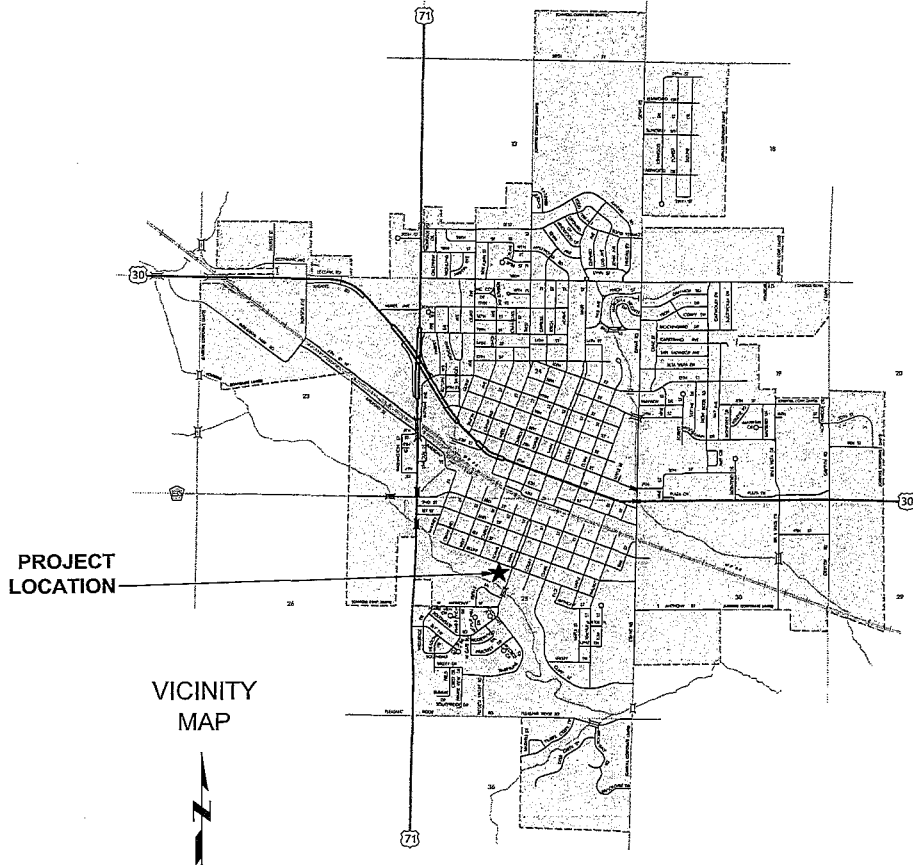
By: _____
Gerald H. Fleshner, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

CITY OF CARROLL, IOWA JEO PROJECT NUMBER: 211728
 WATER HIGH SERVICE PUMP NO. 1 REPLACEMENT 2024 LETTING DATE: 1/16/2023

WATER HIGH SERVICE PUMP NO. 1 REPLACEMENT 2024 CARROLL, IOWA



INDEX OF SHEETS	
NO.	TITLE
A.01	COVER SHEET
A.02	SYMBOLS SHEET
A.03	LOCATION MAP AND REFERENCE FLOOR PLAN
C.01	ESTIMATED QUANTITIES
D.01	EXISTING HSP BUILDING INTERIOR DEMOLITION PLAN (GROUP A)
D.02	EXISTING HSP BUILDING PROPOSED IMPROVEMENTS (GROUP A)
D.11 - D.15	EXISTING HSP BUILDING PIPING REPAINTING (GROUP B)
E1.1 - E2.1	ELECTRICAL SHEETS (GROUP A)
13	TOTAL NUMBER OF SHEETS

THE SUDAS STANDARD SPECIFICATIONS, 2023 EDITION, PLUS CURRENT AMENDMENTS SHALL APPLY TO CONSTRUCTION WORK ON THIS PROJECT

CITY OF CARROLL, IOWA REVIEWED	
12-06-23	
RANDALL M. KRAUEL, PE DIRECTOR OF PUBLIC WORKS	DATE

	I hereby certify that this engineering document was prepared by me or under my direct personal supervision and that I am a duly licensed Professional Engineer under the laws of the State of Iowa.
	12/4/23 (signature) (date)
	Printed or typed name: Steven L. Locke License Number: 26455 My license renewal date is December 31, 2024.
	Pages or sheets covered by this seal: ALL SHEETS EXCEPT SHEETS E1.1 & E2.1

	I hereby certify that this engineering document was prepared by me or under my direct personal supervision and that I am a duly licensed Professional Engineer under the laws of the State of Iowa.
	12/4/23 (signature) (date)
	Printed or typed name: Zachary D. Trade License Number: P25585 My license renewal date is December 31, 2024.
	Pages or sheets covered by this seal: SHEETS E1.1 & E2.1

City of Carroll

627 N. Adams Street

Carroll, Iowa 51401

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Aaron Kooiker, City Manager

AK

FROM: Randall M. Krauel, Director of Public Works

RMK

DATE: January 3, 2024

SUBJECT: U.S. 30 E. Sanitary Sewer Extension
Certificate of Substantial Completion

The contractor, King Construction, has completed construction of the U.S. 30 E. Sanitary Sewer Extension project. The date of substantial completion was September 2, 2022. The date of full completion included in the Contract is August 31, 2022. Liquidated Damages included in the Contract are \$500.00 per calendar day.

The Certificate of Substantial Completion has not been previously recommended for acceptance due to a correction issue that has now been resolved.

The final project construction cost is \$623,094.61. The amended Contract price is \$634,870.69. The difference in costs is primarily due to a difference in the linear footage of pipe constructed versus that estimated.

RECOMMENDATION: Mayor and City Council consideration of waiver of liquidated damages and acceptance of the Certificate of Substantial Completion for the U.S. 30 E. Sanitary Sewer Extension project.

RMK:ds

attachment

CITY OF CARROLL

CERTIFICATE OF SUBSTANTIAL COMPLETION

PROJECT: U.S. 30 EAST SANITARY SEWER EXTENSION - 2022
OWNER: City of Carroll, Iowa OWNER'S Contract No.: Resolution #22-24
CONTRACTOR: King Construction LLC d/b/a King Construction
ARCHITECT: JEO Consulting Group, Inc.

DATE OF SUBSTANTIAL COMPLETION: September 2, 2022

This Certificate of Substantial Completion applies to all Work under the Contract Documents.

To: City of Carroll, Iowa

And To: King Construction

The Work to which this Certificate applies has been inspected by authorized representatives of OWNER, CONTRACTOR, and ENGINEER, and that Work is hereby declared to be substantially complete in accordance with the Contract Documents.

The responsibilities between OWNER and CONTRACTOR for security, operation, safety, maintenance, heat, utilities, insurance and warranties and guarantees shall be as follows: See Specifications.

This certificate does not constitute an acceptance of Work not in accordance with the Contract Documents nor is it a release of CONTRACTOR's obligation to complete the Work in accordance with the Contract Documents.

JURISDICTIONAL ENGINEER issues this Certificate of Substantial Completion on: January 3, 2024.

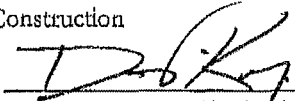
City of Carroll, Iowa

By: _____
Randall M. Krauel, City Engineer

CONTRACTOR accepts this Certificate of Substantial Completion on:

12-20-27
(Date)

King Construction

By: 

(Authorized Signature)

OWNER accepts this Certificate of Substantial Completion on: January 8, 2024.

City of Carroll, Iowa

By: _____
~~XXXXXXXXXXXX~~
Gerald H. Fleshner, Mayor

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
FROM: Aaron Kooiker, City Manager *AK*
DATE: January 3, 2024
SUBJECT: Goal Setting Report - 2024

On November 29, 2023, Mark Jackson facilitated a strategic planning goal setting session with Council for the next budget year. One-on-one meetings were held with the city department heads prior to the goal setting session and the highlights from their responses were shared with the Mayor and Council.

During that session 12 potential goals were discussed. Council then voted on their priorities for the upcoming fiscal year. The goals were identified as follows:

Top Priorities

- Merchant Park Improvements
- Improve Water Pressure in the NW Part of the City

High Priorities

- Acquire Land for Development
- Update Fee Schedule
- Soccer Field Parking Expansion
- Lighted Park

Improving Organizational Effectiveness

- Tour City Facilities
- Visit Another City

RECOMMENDATION: Council consideration and approval of Goals Setting Report – 2024 setting the priorities for the City for the next fiscal year.

City of Carroll, Iowa Goal Setting Report

November 29, 2023

Elected Officials

Mark Beardmore - Mayor
Jerry Fleshner – Mayor Elect
Tom Bordenaro
Misty Boes
Jason Atherton – CM Elect
Kyle Bauer
Carolyn Siemann
LaVern Dirkx
JJ Schreck

City Staff

Aaron Kooiker – City Manager
Randy Krauel –PW Director/City Engineer
Brad Burke – Police Chief
Laura Schaefer – City Clerk/Finance Director
Chad Tiemeyer – Parks & Rec Director
Dan Hannasch – Fire Chief
Wendy Johnson – Library Director

Facilitator

Mark A. Jackson

Introduction

The purpose of the Strategic Goal Setting Session is to identify and prioritize the City's overall goals for the City of Carroll, Iowa.

On November 29, 2023, Mark A. Jackson (facilitator) met with the Mayor and City Council. A one-on-one meeting was held with the City Department Heads prior to the goal setting session and the highlights from their responses were shared with the Mayor and City Council.

In preparation of the goals setting session the facilitator asked each individual or group the following questions:

1. What were the significant accomplishments over the last one to two years?
2. What are the specific issues, concerns, trends, and opportunities that may affect the future services, policies, finances, or operations of the City?
3. Please list any capital projects, initiatives, services, or programs that you think the city should consider.
4. What should be the City's top goals over the next 1 to 2 years?

Goal Setting Work Session

Mayor and City Council Members held a goal setting work session on November 29, 2023. City Manager Kooiker provided an update on the goals from the goal setting session conducted in 2022. The Council held an in-depth discussion on approximately 12 potential goals. After discussion, the Mayor and Council narrowed down the following goals with certain specific objectives:

GOALS

Top Priorities

Merchant Park Improvements

Improve Water Pressure in the NW Part of the City

High Priorities

Acquire Land for Development

Update Fee Schedule

Soccer Field Parking Expansion

Lighted Park

Improving Organizational Effectiveness

Tour of City Facilities

Visit Another City

Accomplishments

- ✓ Rec Center improvements
- ✓ Adams Street, Phase II, improvements
- ✓ Housing development
- ✓ Completed two union contracts
- ✓ Hiring of City Manager, Librarian, and Fire Chief
- ✓ Hosting state baseball tournament
- ✓ Merchants Park Plan
- ✓ Hosting RAGBRAI
- ✓ Ziegler
- ✓ The Villa
- ✓ Downtown Assessment
- ✓ Airport lighting
- ✓ Improved communications with the public
- ✓ Received catalyst grant match program funding
- ✓ Resurfaced trails

Issues/Concerns

- Downtown appears to be in decline
- House File 718
- Not enough downtown parking
- Ability to fund basic services
- Aging infrastructure
- Municipal inflation
- Growing the tax base
- Ability to maintain what we have
- A divided town – schools. Finding a common ground
- Housing. Future land for development, will need lots for sale in the future, apartments, and first time house
- Aging population
- What new amenities? What are they?
- Friction between City and EDC
- Train horn noise. Need quiet zone

Trends/Opportunities

- Addressing nuisance properties
- Sidewalks in older neighborhoods
- Continue housing incentives
- Amenities – a lighted park
- Small business incentive program
- The Hub of western Iowa
- Internet has leveled playing field
- Hub 712 – What’s in store?
- Vacant storefronts - perception

List of Capital Projects, Initiatives, Services, or Programs for Consideration

- Soccer Field parking expansion
- Water pressure in NW part of the city
- Pave 6th Street
- Develop savings local option sales tax plan
- Lighted park
- New golf course shed
- Develop parking area at pickle ball/tennis courts
- Revisit quiet zone
- Update fee schedule
- Merchants Park Improvements
- Update City Comprehensive Plan
- Acquire land for development

City of Carroll
Goal Setting Session
November 29, 2023

- I. Roll Call, Welcome, & Introductions
- II. Purpose of Evening
- III. Review of Previous Goal Setting Report - Kooiker
- III. Review of Questionnaire Responses from Department Heads
- IV. Identify Recent Accomplishments
- V. Identify Issues and Concerns
- VI. Identify Trends and Opportunities
- VII. A) Identify/List Possible:
 - 1. Capital Projects
 - 2. Initiatives, Services, and ProgramsB) Ranking of Priorities
- VIII. Discussion on Improving Organizational Effectiveness
- IX. Final Questions, Comments, and Suggestions

Strategic Goal Setting Session

QUESTIONNAIRE

Introduction

The purpose of the Strategic Goal Setting Session will be to identify and prioritize the City's overall goals for the next one to two years. In order to prepare for this session, you are respectfully requested to identify key programs, policies, projects, and other initiatives that will be reviewed and discussed at the session. Please complete the questionnaire and bring it with you to the session.

Significant Accomplishments

Please list the significant city accomplishments over the last one to two years. These could be as major as a street project or as basic as a newly adopted city policy on snow removal. These items do not need to be in any particular order.

Issues, Concerns, Trends, and Opportunities

Please list specific issues, concerns, trends, and opportunities that affect future city services, policies, finances, or operations (for example loss of population, loss of or new economic development, or resolving a policy question). You do not need to identify potential solutions to your concern.

Capital Projects

Please list capital projects or major equipment purchases you think the city should consider in the next one to two years. (for example street construction, public works and safety equipment).

Initiatives, Services, or Programs

Please list any initiatives, services, or programs that you think the city should consider in the next one to two years (for example snow removal policy, or reviewing water/sewer rates, etc).

What should be the City's top goals over the next One to Two Years?

Organizational Effectiveness

Please list things that the Mayor & Council and/or staff could do in the future to improve organizational effectiveness, decision-making, team work and the ability to accomplish the city's goals

Strategic Goal Setting Session

QUESTIONNAIRE

Department Head Responses

Introduction

The purpose of the Strategic Goal Setting Session will be to identify and prioritize the City's overall goals for the next one to two years. In order to prepare for this session, you are respectfully requested to identify key programs, policies, projects, and other initiatives that will be reviewed and discussed at the session. Please complete the questionnaire and bring it with you to the session.

Significant Accomplishments

Please list the significant city accomplishments over the last one to two years. These could be as major as a street project or as basic as a newly adopted city policy on snow removal. These items do not need to be in any particular order.

- ✓ Reconstruction of Adams Street
- ✓ New City Manager and Fire Chief
- ✓ Street reconstruction projects
- ✓ New street maintenance facility
- ✓ Improvements to recreation center

Issues, Concerns, Trends, and Opportunities

Please list specific assets of the city, the issues or concerns, trends, and opportunities that affect future city services, policies, finances, or operations (for example loss of population, loss of or new economic development, or resolving a policy question). You do not need to identify potential solutions to your concerns.

Issues/Concerns

- House File 718
- Water distribution pressure chlorine residuals
- Wastewater Treatment Plant effluent
- Struggle with getting employees

- Upcoming retirements
- Vacant storefronts in the downtown area
- Unfunded mandates
- Housing

Trends/Opportunities

- Strong tax base
- American Home Shield office space vacant
- Ziegler

List of Capital Projects, Initiatives, Services, or Programs for Consideration

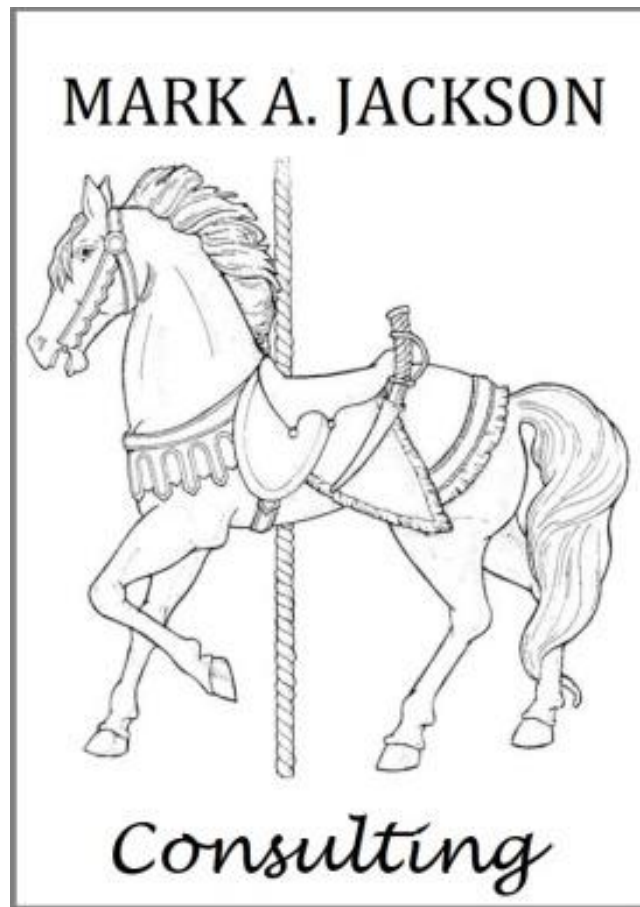
- Look at updating fee schedule
- Look at online payment system
- Update long grass ordinance (nuisance)
- Looking at sanitary sewer system evaluation and annual rehab. Possibly slip lining mains
- Paving 6th Street
- Make sure we are up on technology
- Merchant Park Improvements
- Make a decision on the band shell
- Consider hiring a communications person
- Pave lot behind the library/police station
- Splash pad
- Golf Course maintenance shed
- New enclosed shelter
- Lock down state baseball for long term commitment

What should be the City's top goals?

- ❖ Look at updating fee schedule
- ❖ Merchant Park Improvements

Improving Organizational Effectiveness

- Citizen survey
- Maintain open lines of communication
- Tour of city facilities



CARROLL AIRPORT COMMISSION

Regular Meeting

The regular meeting of the Carroll Airport Commission was held on Monday, December 11, 2023, at the Arthur Neu Airport. Commission members in attendance were Norman Hutcheson, Greg Siemann, Gene Vincent, Kevin Wittrock and Dick Fulton. Also attending were Don Mensen, airport manger and Carol Schoeppner, recording secretary. Chairman Hutcheson conducted the 5:30 P.M. meeting.

MINUTES

The minutes from the previous meeting were reviewed by the Commission. A motion by Comm. Fulton and seconded by Comm. Wittrock was made to approve the minutes. All present voted aye. Nays: None Absent: None Abstain: None. Motion carried 5-0.

LED LIGHTING PROJECT

The FAA is waiting Congress to appropriate funds for the next fiscal funding year. Voltmer Electric has supplies purchased and will start in the spring.

5-YEAR CIP

Mr. Crawford submitted an updated 5-year Capital Improvement Plan with the changes approved at the November meeting. A motion by Comm. Siemann and seconded by Comm. Fulton was made to approve the resolution approving the 5-year Capital Improvement Program. All present voted aye. Nays: None Absent: None Abstain: None. Motion carried 5-0.

TOPICS DISCUSSED:

Don brought the subject of the single 135 charter service at the airport. This requires special inspections and the service has changed over the years. The Commission will check to see if this would still be a requirement for the fixed base operator.

Location of the corporate hanger. There are pros & cons on the two sites discussed. The corporate hanger is on the CIP 2026 funding.

BILLLS

The following bills were presented to the Carroll Airport Commission for approval:

Carroll Aviation	contract	\$ 7,085.00
DNR	underground tank fee	130.00
Community Oil	equipment fuel	1,146.00
Petroleum Marketers	underground tank ins	3,019.00
Syntech-Tech Systems	fuel delivery maintenance	550.00
Wittrock Motor	Sept/Nov car rental	1,100.00
Westmore Fluid Sol	fuel delivery supplies	803.11
Bomgaars	rodent bait & supplies	64.96
Raccoon Valley Elec	November electric service	1,316.51
Blueglobes	runway bulbs	635.38
Iowa DNR	storm water permit	701.50
Carroll Refuse	November garbage	65.55
McClure Engineering	Nov LED Lighting Project	4,252.75
Carol Schoeppner	secretary contract	350.00

A motion by Comm. Vincent and seconded by Comm. Fulton was made to approve the bills as presented to the Carroll Airport Commission. All voted aye. Nays: None Absent: None Abstain: None. Motion carried 5-0.

There being no further business, at motion by Comm. Siemann and seconded by Comm. Wittrock was made to adjourn at 6:43 P.M.. All voted aye. Absent: None Abstaine: None, Nays None. Motion carried 5-0.

The next regular meeting of the Carroll Airport Commission will be January 8, 2024, at the Arthur Neu Airport.

Chairman/Vice-Chairman

ATTEST:

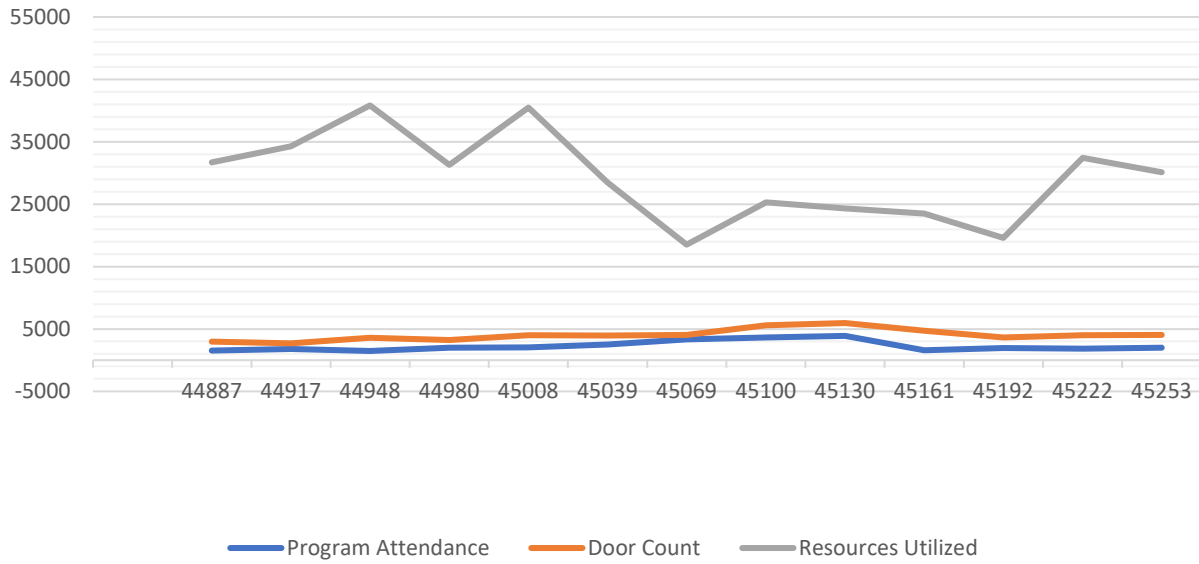
CARROLL PUBLIC LIBRARY
Monthly Activity Report



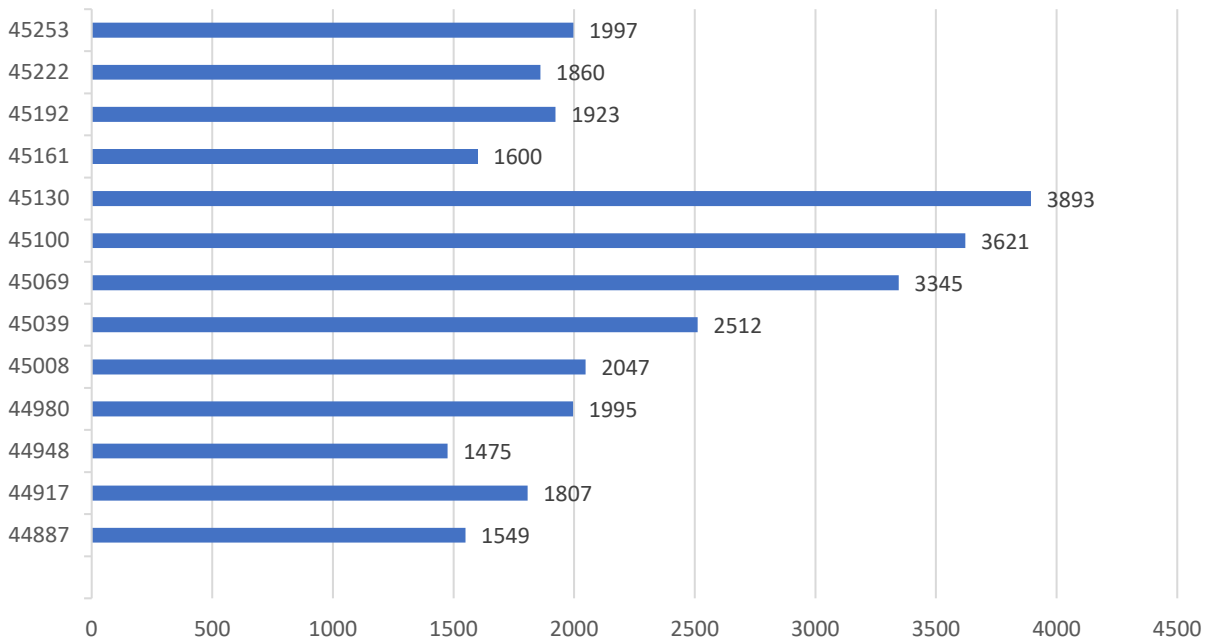
Month/ Year: November 2023

Program Attendance		Monthly Statistics	
Storytime	148	Total Print Circulation	7,943
Grab and Go Crafts	300	BRIDGES Circulation	1,771
Coloring pages	350	Public Computer Use	190
Book Visits	194	Wi-Fi Use	463
Preschool drop-offs	5	Website Use	11,227
School drop-offs	1	Daily Times Herald Archives Views	6,992
Read, Play, Grow	10	Breda & Glidden News Views	855
Makers Day: World Holidays	75	Consumer Reports	113
Tim Read: Author Visit	17	Global Road Warrior	0
Field Trips	100	Learning Express	0
Reindeer Camps	67	Freegal	559
Senior Book Drops	8	Transparent Language	3
Crafty Library Ladies	69	LinkedIn Learning	5
NAMI	32	Brainfuse	0
National Novel Writing Month	6	Novelist	3
Brown Bag Book Club	9	Auto Repair Source	0
Trivia	19	Niche Academy	0
Evening Book Club	7	ABC Mouse	0
Alzheimer's Support Group	8		
Hear Iowa Veterans Program	6	Total Resources Used	30,124
GSA	13		
Tween: Pinecone Art	4		
Tween: Woodslice Art	3		
D&D	7		
CMS - Lego Club	52		
CMS - Book Club	9		
Read a Loud Stories	148		
Puzzle Competition	24	New Library Cards Issued	35
Bingo	8		
Cookie Swap	2		
Puzzles (5 finished)	87	Members Saved	\$106,337.58
Meeting Room Use	33	Members Saved 2023	\$1,236,360.49
Study Room Use	133	Members Saved FY23 to date	\$574,246.17
Makers Space/Craft Room Use	29		
Curbside	14		
Total Program Attendance	1,997		
Monthly Door Count	4,028		

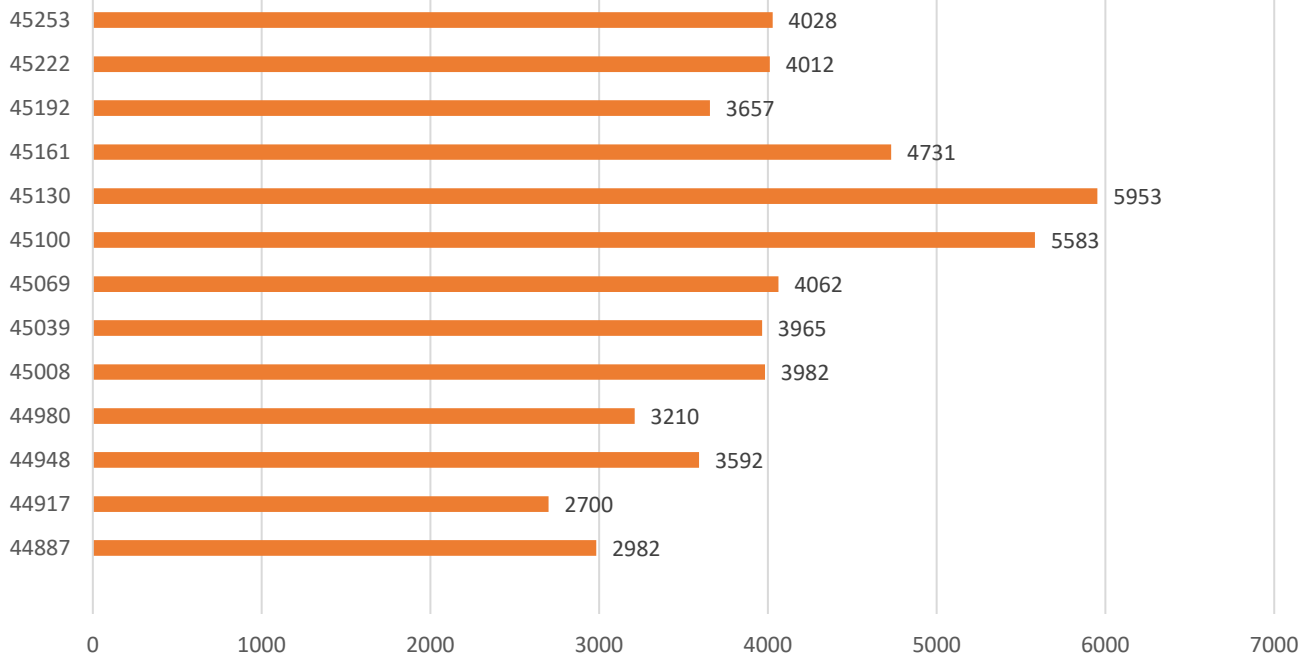
Library Stats November 2022 - November 2023



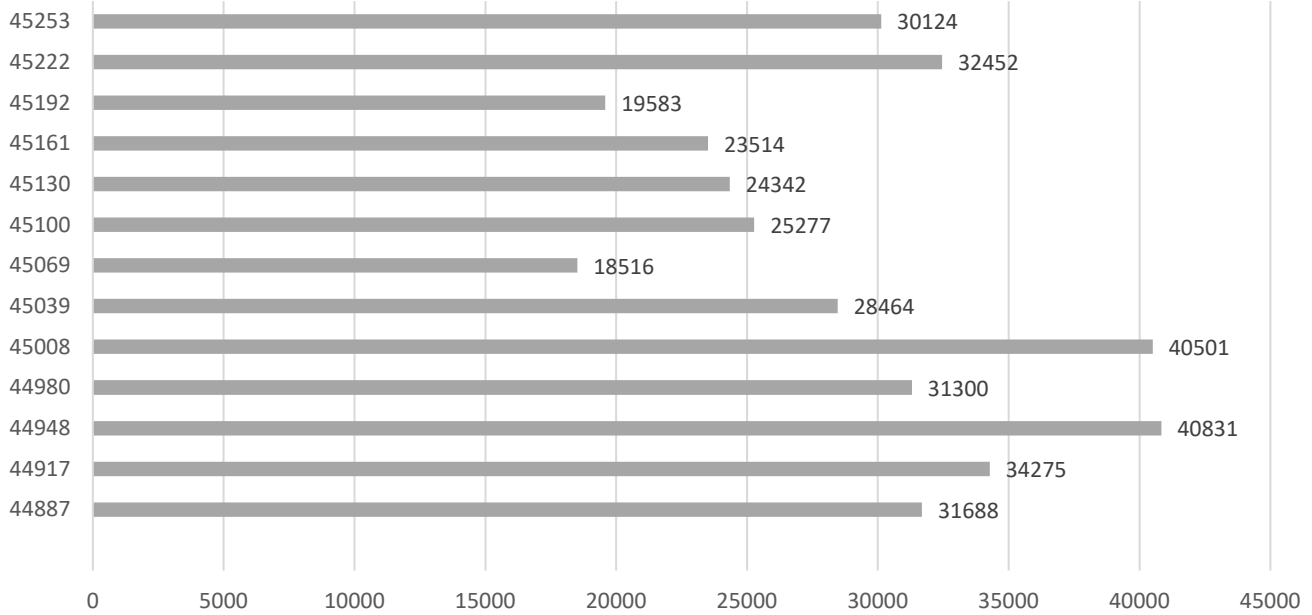
Program Attendance (Nov. 2022 - Nov. 2023)



Door Count (Nov. 2022 -Nov. 2023)



Resources Utilized (Nov. 2022 - Nov. 2023)



Library Board Minutes

December 18, 2023

The Carroll Board of Trustees met in the Community Room at the Carroll Public Library. Trustees present: Summer Parrott, Thomas Parrish, Lisa Auen, Keith Cook, Dale Schmidt, Marcie Hircock, Ralph von Qualen, and Julie Perkins. Absent: Brenda Hogue. Also present: Director Wendy Johnson.

Parrott called the meeting to order at 5:30pm. It was moved by Parrish and seconded by Hircock to approve the agenda. All voted aye. Nays: none. Abstain: none. Absent: Hogue. Motion passed 8-0.

Minutes Approval: It was moved by Cook to approve the November minutes and seconded by Perkins. All voted aye. Nays: none. Abstain: none. Absent: Hogue. Motion passed 8-0.

Reviewed the financials and bills. Auen motioned to approve the bills with a second from Perkins. All voted aye. Nays: none. Abstain: none. Absent: Hogue. Motion passed 8-0.

Public Comment: none

Old Business:

*Request for Book Reconsideration Update – Two board members and the director have finished the book, four are currently reading the book, and three are waiting for the book to become available for them to read. This item will be put on the agenda for a discussion next month if all trustees have a chance to read the book before then. No board action taken.

New Business:

*2024 Holiday Closures: motion by Hircock with a second by Cook to approve the 2024 holiday closures as presented in the board memo with the change to January 1, 2025, noted. All voted aye. Nays: none. Abstain: none. Absent: Hogue. Motion passed 8-0.

*Graphic Novel Shelving Quote (Demco): Parrish made the motion with a second by Hircock to approve the quote for 2 sections of graphic novel shelving to be purchased from Demco as presented in the board memo. All voted aye. Nays: none. Abstain: none. Absent: Hogue. Motion passed 8-0.

*Computer Replacement Quote (Computer Repair & Service): Motion by Auen with a second by Schmidt to approve the quote for 4 replacement computers as presented in the board memo. All voted aye. Nays: none. Abstain: none. Absent: Hogue. Motion passed 8-0.

Director's report: Door count, online resource use, and study rooms/meeting room usage has been increasing. New programs and partnerships are being planned for January. The library purchased an ad through the Daily Times Herald Activity Book that will include a coloring sheet patrons can return to the library for a small prize. No board action taken.

Trustee Education: none.

Agenda Items for Next Meeting: Book Reconsideration Discussion

Adjourn: Cook motioned to adjourn at 6:01 pm with a second by von Qualen. All voted aye. Nays: none. Abstain: none. Absent: Hogue. Motion passed 8-0.

The next regular meeting will be held on Monday, January 15, 2024, at 5:30 pm CST at the Carroll Public Library: Community Meeting Room at 118 E. 5th Street, Carroll, Iowa 51401. If you can't be present at the meeting, please contact Wendy Johnson at 712-792-3432 or email wjohnson@carroll-library.org.

Director's Report

December 2023

Library Hours/Closures: The library will be closed Saturday, December 23 – Monday, December 25 for Christmas and Saturday, December 30 - Monday, January 1 for New Year's. Staff will work a half day on Friday, December 22, and Friday, December 29, but the library will be open normal hours to the public.

Personnel: Our adult services librarian position is currently open, and we are accepting applications. We have had some interest in the position, so we are optimistic that we will be able to get someone into this position at the beginning of 2024.

Circulation/Resource Use Notes: The door count for November was 4,028, a large increase compared to November of last year. The library has been offering more programming and study room/meeting room use has been up this year. Resource use has also increased this month compared to recent months, but I will be continuing to monitor the use of our various online resources and looking for other resources that our patrons might enjoy.

Circulation of our physical audiobook collection at the library has been decreasing steadily and the use of the Libby app to check out eBooks and audiobooks has been increasing. Due to this trend, we heavily weeded the audiobook section this year and are planning on using more of our audiobook budget to purchase digital copies that can be used by our patrons and then used by other Iowa libraries for their patrons. I recently purchased 3 audiobooks that our patrons had a combined total of 29 holds on through the Overdrive Marketplace. This purchase used \$209 out of the \$211 credit we had through Overdrive.

Future Programs: January programs to note:

Monday, January 1 – CLOSED

Friday, January 5 – Coffee and Coloring

Monday, January 8 – Libby presentation

Tuesday, January 9 – Rebel Readers & Trivia Night

Wednesday, January 10 – Bingo

Thursday, January 11 – DIY Felt Succulent

Monday, January 15 – Makers Day: Marvelous Marshmallows

Wednesday, January 17 – Owls of Iowa with Carroll County Conservation

Friday, January 19 – Coffee and Coloring

Wednesday, January 24 – Puzzle Competition

Friday, January 26 – Tech Friday & Read, Play, Grow

Community News/Events: At the end of November, Melissa Villy and I started outreach programs to the Carroll Middle School. On Mondays after school, we are hosting a Lego Club in the school's library. Participants work as a team to create that week's challenge. There have been over 40 kids that attended Lego Club each week so far. On Tuesdays after school, we are hosting a book club reading through the Iowa Children's Choice books for 2023. Right now, we are reading "A Place to Hang the Moon" by Kate Albus with our group of around 10 students.

The 2023 Reading Tree: Kersten contacted Early Head Start, Head Start, the Hopes program, and WIC to get names for our Reading Tree this year and ended up with 245 names. Patrons really enjoyed selecting ornaments from the tree and bringing in new wrapped books for those kids.

The Daily Times Herald is going to be publishing a Holiday Activity Book with puzzles, word searches, and other fun games paid for by ad sponsors. The library is going to have a coloring page that patrons can color and bring into the library for a small treat. This is a unique promotional opportunity, which will lead to a passive program for the library as we are planning on posting the coloring sheets on the Makers Space glass. It will be interesting to see how many get turned in!

Library Equipment: I requested a quote from Leroy Schulte from Computer Repair and Service to replace 4 computers, which was budgeted for in our FY23 budget. Leroy will install these new computers as staff computers. The current staff computers will be converted to public computers to replace the older units we have. Two of the public computers recently stopped working, so we are down to six public computers at this time.

Facilities: Tyler Eisenbacher from Creekside Customs Cabinets & Interiors estimates that he will be able to start on the shelving projects after the first of the year. This will give us a new space for our puzzles and board games, the cookie jars in the children's craft room, and the board books. As requested, he was able to provide a quote breakdown for the three projects we have planned.

I am also looking to purchase additional shelving from Demco for our graphic novel section. Since we installed the graphic novel shelving last year, it has been filled with our growing collection. The two new shelving sections would be the new home of JI graphics, allowing the junior graphics to be less crowded in the sections we currently have.