



City Council Meeting

Monday, January 27, 2025 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.

AGENDA

1. Pledge of Allegiance

2. Roll Call

3. Consent Agenda

a. Approval of Minutes of the January 13, 2025 Meeting

b. Approval of Bills and Claims

c. Licenses and Permits:

- Renewal of Class "B" Retail Alcohol License – *Dollar General Store #2756*
- Renewal of Class "E" Retail Alcohol License - *Casey's General Store #3082*
- Renewal of Special Class "C" Retail Alcohol License - *GMB Foods Inc./Godfather's Pizza*

4. Oral Requests and Communications from the Audience

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

5. Ordinances

- None

6. Resolutions

a. General Obligation Capital Loan Notes, Series 2026A (Reimbursement Resolution)

- Resolution declaring an official intent under Treasury Regulation 1.150-2 to issue debt to reimburse the City for certain original expenditures paid in connection with the Wastewater Treatment Plant Digester & VLR Air Piping Improvements Project & Fire Water Tanker Truck

Also see item 7.b – [April 25, 2022](#) – Wastewater Treatment Plant – Vertical Loop Reactor Air Piping Replacing - Resolution Approving the Engineering Agreement with Veenstra and Kimm, Inc.

and item 7.b – [August 22, 2022](#) – Wastewater Treatment Plant Vertical Loop Reactor Replacement Air Piping - Public Hearing on Proposed Plans, Specifications, Form of Contract and Estimated Cost and Consideration of Adoption of Plans, Specifications, Form of Contract and Estimated Cost

and item 8.a – [September 26, 2022](#) – WWTP VLR Replacement Air Piping – Report of Bid Opening

and item 6.a – [December 12, 2022](#) – WWTP VLR Replacement Air Piping - Report of Bid Opening and Consideration of Rejection of Bid

and item 6.a – [November 27, 2023](#) – Wastewater Treatment Plant - Digester and VLR Air Piping Improvements and Engineering Agreement

and item 7.b – [November 25, 2024](#) – Wastewater Treatment Plant - Digester and VLR Air Piping Improvements - Public Hearing on Plans and Specifications

and item 7.a – [December 16, 2024](#) – Wastewater Treatment Plant - Digester and VLR Air Piping Improvements - Report of Bid Opening & Award of Contract

and item 8.f – [August 12, 2024](#) - Water Tanker Fire Truck Purchase

b. Nagl Family Minor Subdivision

7. Reports

a. Twelfth Street Reconstruction

Pavement Width Selection

Also see item 7.c – [August 12, 2024](#) – Twelfth Street Reconstruction - Consulting Services Agreement

b. FY 2025/2026 Budget Information - Capital Improvement Plan (CIP)

8. Committee Reports (Informational Only)

9. Comments from the Mayor

10. Comments from the City Council

11. Comments from the City Manager

12. Adjourn

February Meetings:

~~* Board of Adjustment – February 3, 2025 – City Hall – 627 N Adams St~~

* City Council Budget Workshop - February 3, 2025 - City Hall - 627 N Adams St

* City Council Budget Workshop - February 5, 2025 - City Hall - 627 N Adams St

* City Council – February 10, 2025 – City Hall – 627 N Adams St

* Airport Commission – February 10, 2025 – Airport Terminal Building - 21177 Quail Ave

* Planning and Zoning Commission – February 12, 2025 – City Hall - 627 N Adams St

* Library Board of Trustees – February 17, 2025 – Carroll Public Library – 118 E 5th St

* City Council – February 24, 2025 – 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 01/23/2025 at 3:35 PM

COUNCIL MEETING

JANUARY 13, 2025

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

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

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

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It was moved by Bordenaro, seconded by Atherton, to approve the following items on the consent agenda: a) minutes of the December 12 and December 16, 2024 meetings, as written; b) bills and claims in the amount of \$1,369,417.92; c) licenses and permits: Renewal of Class "C" Retail Alcohol License with Outdoor Service and Catering – *Wasted Grain Bar & Grill*; Renewal of Class "E" Alcohol License – *Wal-Mart Super Center #1787* and New 8-month Class "C" Retail Alcohol License with Outdoor Service – *Golf Services LLC*; d) appointments by Council: Jonathan Campbell – Board of Adjustment (5-year term to expire 12-31-29), Shelley Diehl – Planning and Zoning Commission (5-year term to expire 12-31-29), Ron Meiners – Planning and Zoning Commission (5-year term to expire 12-31-29), Kevin Wittrock – Airport Commission (6-year term to expire 12-31-30) and Richard Fulton – Airport Commission (6-year term to expire 12-31-30); e) Change Order No. 2 in the amount of a decrease of \$1,120.00 for the Carroll Municipal Golf Course Booster Pump Station Project; f) waive City Policy No. 304 to sell a tiller and mower on the online auction site Govdeals.com; g) to purchase a new tractor with loader for the Golf Course from Olsen's Outdoor Power at their bid amount, net of trade, of \$19,366.00; and h) acceptance of the resignation of Volunteer Firefighters Riley Bach and Blake Grey. On roll call, all present voted aye. Nays: None. Abstain: None. Absent: None. Motion carried 6-0.

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Randy Toft addressed Council during the oral requests and communications from the audience. No Council action taken.

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It was moved by Bordenaro, seconded by Atherton, to approve the second and waive the third reading of an ordinance that amends the Code of Ordinance establishing street grades on Southridge Drive and Westridge Drive in the Rolling Hills South Fifth Addition. Randy Toft, addressed Council on this issue. On roll call, all present voted aye. Nays: None. Abstain: None. Absent: None. Motion carried 6-0.

It was moved by Siemann, seconded by Schreck, to adopt said Ordinance No. 2501. 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 Atherton, seconded by Bordenaro, to approve Change Order No. 3 to the Water Distribution Main Replacements – 2023 Project in the amount of \$9,488.00 with an increase in contract time of 80 calendar days. The effect of the proposed change order on the contract price is:

Original Contract Price	\$523,910.00
Previous Change Orders (1 & 2)	\$ 11,766.20
Change Order No. 3	<u>\$ 9,488.00</u>
Contract Price with Change Orders	<u>\$545,164.20</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 Dirxx, to establish ten (10) annual installments into which the assessments are to be divided for the Adams Street Reconstruction Project. On roll call, all present voted aye. Nays: None. Abstain: None. Absent: None. Motion carried 6-0.

It was moved by Dirxx, seconded by Bordenaro, to establish the interest rate on unpaid installments at 9.00% for the Adams Street Reconstruction Project. On roll call, all present voted aye. Nays: None. Abstain: None. Absent: None. Motion carried 6-0.

It was moved by Dirxx, seconded by Bauer, to approve Resolution No. 25-01, Accepting Work, Approving Final Plat and Schedule of Assessments, Adopting and Levying Final Schedule of Assessments, and Providing for the Payment Thereof for the Adams Street Reconstruction Project. On roll call, all present voted aye. Nays: None. Abstain: None. Absent: None. Motion carried 6-0.

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At 5:44 p.m. Mayor Fleshner opened a public hearing for the FY 2024/2025 Budget Amendment #1. Mayor Fleshner closed said hearing at 5:46 p.m.

It was moved by Siemann, seconded by Dirxx, to approve Resolution No. 25-02, Amending the Current Budget for the Fiscal Year Ending June 30, 2025. 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 Atherton, seconded by Schreck, to approve Resolution No. 25-03, Memorandum of Understanding Between the City of Carroll Library and Carroll County Emergency Management for the Purpose of Emergency Shelter for the City of Carroll. Jeff Cullen, Carroll County Emergency Management Coordinator, addressed Council on this issue. 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 Resolution No. 25-04, Memorandum of Understanding Between the City of Carroll Rec Center and Carroll County Emergency Management for the Purpose of Emergency Shelter for the City of Carroll. Jeff Cullen, Carroll County Emergency Management Coordinator, addressed Council on this issue. 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 Atherton, seconded by Bordenaro, to adopt a new logo and affirm the designation of \$65,000 for branding and a marketing plan for a steering committee to finalize plans and bring back to Council for final approval. On roll call, all present voted aye. Nays: None. Abstain: None. Absent: None. Motion carried 6-0.

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City staff presented FY 2025-2026 budget information including 1/1/2024 valuations. No Council action taken.

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Mayor Fleshner named Council Member Carolyn Siemann as Mayor Pro-Tem for 2025. No Council action taken.

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It was moved by Bordenaro, seconded by Atherton, to adjourn at 6:36 p.m. On roll call, all present voted aye. Nays: None. Abstain: None. Absent: None. Motion carried 6-0.

Gerald H. Fleshner, Mayor

ATTEST:

Laura A. Schaefer, City Clerk



Carroll, IA

COUNCIL CLAIMS 01/27/2025

By Vendor Filed As

Payment Dates 1/14/2025 - 1/27/2025

Payable Number	Description (Item)	Payment Number	Payment Date	Amount
Vendor Filed As: 036344 - 504 HOLDINGS LLC				
INV0001500	IEDA CATALYST GRANT STATE ...			40,000.00
INV0001500	IEDA CATALYST GRANT CITY ...			40,000.00
Vendor Filed As 036344 - 504 HOLDINGS LLC Total:				80,000.00
Vendor Filed As: 001720 - ACCESS SYSTEMS				
INV694864	LIBRARY COPIER CONTRACT	133054	01/21/2025	202.82
Vendor Filed As 001720 - ACCESS SYSTEMS Total:				202.82
Vendor Filed As: 001704 - ACCO				
0250074-IN	RC - POOL CHEMICALS			130.73
Vendor Filed As 001704 - ACCO Total:				130.73
Vendor Filed As: 003958 - ADB SAFEGATE AM				
90168069	AIRPORT RUNWAY LIGHTS & ...	133041	01/16/2025	389.54
90168070	AIRPORT RUNWAY LIGHTS & ...	133041	01/16/2025	504.34
90168655	AIRPORT RUNWAY LIGHTS & ...	133041	01/16/2025	75.25
90169247	AIRPORT RUNWAY LIGHTS	133069	01/22/2025	371.35
Vendor Filed As 003958 - ADB SAFEGATE AM Total:				1,340.48
Vendor Filed As: 001910 - AHLERS COONEY P.C.				
879500	DEBT ISSUANCE FEES			12,510.52
879500	DEBT ISSUANCE FEES			716.89
Vendor Filed As 001910 - AHLERS COONEY P.C. Total:				13,227.41
Vendor Filed As: 012650 - ALLIANT ENERGY-				
INV0001494	GAS BILLS	133047	01/16/2025	456.49
INV0001494	GAS BILLS	133047	01/16/2025	500.37
INV0001494	GAS BILLS	133047	01/16/2025	1,572.42
INV0001494	GAS BILLS	133047	01/16/2025	684.74
INV0001494	GAS BILLS	133047	01/16/2025	229.27
INV0001494	GAS BILLS	133047	01/16/2025	128.01
INV0001494	GAS BILLS	133047	01/16/2025	4,156.25
INV0001494	GAS BILLS	133047	01/16/2025	34.65
INV0001494	GAS BILLS	133047	01/16/2025	155.21
INV0001494	GAS BILLS	133047	01/16/2025	182.93
INV0001494	GAS BILLS	133047	01/16/2025	177.39
INV0001494	GAS BILLS	133047	01/16/2025	306.70
INV0001494	GAS BILLS	133047	01/16/2025	5,741.84
Vendor Filed As 012650 - ALLIANT ENERGY- Total:				14,326.27
Vendor Filed As: 002916 - AMERICAN RED CR				
22749688	LIFEGUARD TRAINING			184.00
22749688	LIFEGUARD TRAINING			138.00
22752226	LP - BABYSITTERS TRAINING			162.00
Vendor Filed As 002916 - AMERICAN RED CR Total:				484.00
Vendor Filed As: 002370 - ARNOLD MOTOR SU				
07NV152866	RUT - #28 WINDSHIELD WIPERS			29.98
07NV153021	CEMETERY OIL FILTERS, MOT...			97.79
07NV153158	RUT - #33 GREASE FITTINGS &...			27.60
Vendor Filed As 002370 - ARNOLD MOTOR SU Total:				155.37
Vendor Filed As: 002818 - BAKER AND TAYLO				
0003308562	LIBRARY BOOKS RETURNED	133056	01/21/2025	-34.68
2038756158	LIBRARY - BOOKS	133056	01/21/2025	302.55
2038766396	LIBRARY - BOOKS	133056	01/21/2025	311.62
2038785476	LIBRARY BOOKS	133056	01/21/2025	286.15

COUNCIL CLAIMS 01/27/2025

Payment Dates: 1/14/2025 - 1/27/2025

Payable Number	Description (Item)	Payment Number	Payment Date	Amount
2038797612	LIBRARY BOOKS	133056	01/21/2025	287.12
Vendor Filed As 002818 - BAKER AND TAYLO Total:				1,152.76
Vendor Filed As: 003515 - BOMGAARS				
21429495	SEWER - WASHER FLUID			17.94
21430180	RUT - BRINE PUMP TIE DOWN			16.99
21430202	RUT - BRINE PUMP			3.96
21430551	RC - BATTERIES FOR POWER T...			229.97
21431158	GARAGE - CHOP SAW BLADES			11.98
21432557	RUT - #23 UNDERCOATING			43.45
21432572	RUT - CUTTING WHEEL & CHA...			71.87
21432625	GARAGE - BOLTS			18.81
21432718	RUT - #29 PAINT SNOW BOA...			129.98
21433459	RC - BB BACKBOARD REPAIRS			10.39
21433921	GARAGE - CONCRETE BOOTS			115.94
21434094	PARKS BULK BOLTS			18.00
Vendor Filed As 003515 - BOMGAARS Total:				689.28
Vendor Filed As: 003661 - BRED TELEPHONE				
10883965	LOCAL & LONG DISTANCE	DFT0000580	01/16/2025	244.92
10883965	LOCAL & LONG DISTANCE	DFT0000580	01/16/2025	133.48
10883965	LOCAL & LONG DISTANCE	DFT0000580	01/16/2025	189.14
10883965	LOCAL & LONG DISTANCE	DFT0000580	01/16/2025	222.97
10883965	LOCAL & LONG DISTANCE	DFT0000580	01/16/2025	169.48
10883965	LOCAL & LONG DISTANCE	DFT0000580	01/16/2025	133.48
10883965	LOCAL & LONG DISTANCE	DFT0000580	01/16/2025	396.66
10883965	LOCAL & LONG DISTANCE	DFT0000580	01/16/2025	220.93
10883965	LOCAL & LONG DISTANCE	DFT0000580	01/16/2025	139.37
10883965	LOCAL & LONG DISTANCE	DFT0000580	01/16/2025	433.96
10883965	LOCAL & LONG DISTANCE	DFT0000580	01/16/2025	375.43
10883965	LOCAL & LONG DISTANCE	DFT0000580	01/16/2025	300.98
10883965	LOCAL & LONG DISTANCE	DFT0000580	01/16/2025	346.62
Vendor Filed As 003661 - BRED TELEPHONE Total:				3,307.42
Vendor Filed As: 003693 - BRUNER & BRUNER				
4577	GENERAL WORK			425.00
4584	POLICE/MAGISTRATE			1,037.00
4585	PUBLIC WORKS			731.00
Vendor Filed As 003693 - BRUNER & BRUNER Total:				2,193.00
Vendor Filed As: 004138 - CAPITAL SANITAR				
R080449	LIBRARY CLEANING PRODUCTS	133062	01/21/2025	118.26
R080599	PD - PAPER TOWELS			108.93
R080659	CITY HALL - TOILET PAPER			64.86
R080663	WWTP URINAL BLOCK			24.00
R080727	RC - TOWELS, WIPES, CLEANER..			618.05
Vendor Filed As 004138 - CAPITAL SANITAR Total:				934.10
Vendor Filed As: 000747 - CARROLL AUTO SU				
358119	WATER - TRUCK #53 OIL CHA...			7.47
Vendor Filed As 000747 - CARROLL AUTO SU Total:				7.47
Vendor Filed As: 004132 - CARROLL AVIATIO				
INV0001491	AIRPORT CONTRACT	133044	01/16/2025	7,235.00
Vendor Filed As 004132 - CARROLL AVIATIO Total:				7,235.00
Vendor Filed As: 004133 - CARROLL BROADCA				
414-00015-0000	LIBRARY CHRISTMAS GREETIN...	133061	01/21/2025	70.00
414-00016-0000	LIBRARY CHRISTMAS GREETIN...	133061	01/21/2025	70.00
414-00017-0000	LIBRARY CHRISTMAS GREETIN...	133061	01/21/2025	70.00
Vendor Filed As 004133 - CARROLL BROADCA Total:				210.00
Vendor Filed As: 004160 - CARROLL COUNTY				
INV0001498	FY 25 1/2 COMM CENTER			30,000.00

COUNCIL CLAIMS 01/27/2025

Payment Dates: 1/14/2025 - 1/27/2025

Payable Number	Description (Item)	Payment Number	Payment Date	Amount
INV0001498	FY 25 1/2 COMM CENTER			45,000.00
Vendor Filed As 004160 - CARROLL COUNTY Total:				75,000.00
Vendor Filed As: 004196 - CARROLL HYDRAUL				
69044	RUT - #32 HYDRAULIC COUPL...			46.10
69062	RUT - #33 REPAIR PARTS			537.31
69075	RUT - #32 O-RINGS & HYDRAU...			70.08
Vendor Filed As 004196 - CARROLL HYDRAUL Total:				653.49
Vendor Filed As: 004200 - CARROLL LUMBER				
449541	RC - FLOORING - CRAFT & ACT...			4,697.26
Vendor Filed As 004200 - CARROLL LUMBER Total:				4,697.26
Vendor Filed As: 036358 - CEDAR RAPIDS PUBLIC LIBRARY				
INV0001525	LIBRARY BOOK REPLACEMENT	133080	01/22/2025	25.00
Vendor Filed As 036358 - CEDAR RAPIDS PUBLIC LIBRARY Total:				25.00
Vendor Filed As: 004300 - CENTER POINT PU				
2121419	LIBRARY BOOKS	133063	01/21/2025	29.96
Vendor Filed As 004300 - CENTER POINT PU Total:				29.96
Vendor Filed As: 004325 - CENTRAL IOWA DI				
01017069	WWTP - TOWELS AND GLOVES			468.00
Vendor Filed As 004325 - CENTRAL IOWA DI Total:				468.00
Vendor Filed As: 002998 - CENTURYLINK				
INV0001493	WATER BACK-UP TELEPHONE	133039	01/16/2025	84.78
Vendor Filed As 002998 - CENTURYLINK Total:				84.78
Vendor Filed As: 003959 - CHASE PAYMENTEC				
INV0001506	DEC ONLINE CC PROCESSING ...	DFT0000583	01/21/2025	810.74
INV0001506	DEC IN-OFFICE CC PROCESSIN...	DFT0000583	01/21/2025	322.73
Vendor Filed As 003959 - CHASE PAYMENTEC Total:				1,133.47
Vendor Filed As: 002867 - CINTAS FIRST AI				
5248815708	PARKS SAFETY SUPPLIES			36.28
5248815709	RC - FIRST AID SUPPLIES			89.98
Vendor Filed As 002867 - CINTAS FIRST AI Total:				126.26
Vendor Filed As: 004525 - CITY OF CARROLL				
INV0001524	DOWNTOWN RESTROOM WA...	133070	01/22/2025	50.00
Vendor Filed As 004525 - CITY OF CARROLL Total:				50.00
Vendor Filed As: 002071 - COMPUTER REPAIR				
19460	LIBRARY COMPUTERS REPLAC...	133055	01/21/2025	13,386.00
19276	FD COMPUTER ISSUES			65.00
19296	GC - COMPUTER REPAIRS			1,093.00
19332	WATER METER TECH ANTI-VI...			30.00
19345	GARAGE FIRMWARE COMPUT...			65.00
19345	FIN - MISC COMPUTER ISSUES			65.00
19345	CAAT6 COMPUTER AINTI-VIR...			30.00
19345	WTP COMPUTER CLEAN-UP			65.00
19420	RC - RECEIPT PRINTER REPAIRS			32.50
19428	PD - PRINTER INSTALLATION			195.00
19470	FD - COMPUTER			227.50
19538	FIN ANTI-VIRUS SOFTWARE R...			30.00
19538	WATER ANTI-VIRUS SOFTWARE...			30.00
Vendor Filed As 002071 - COMPUTER REPAIR Total:				15,314.00
Vendor Filed As: 001384 - COPY SYSTEMS IN				
IN549920	FIN - POSTAGE MACHINE REPA..			343.75
Vendor Filed As 001384 - COPY SYSTEMS IN Total:				343.75
Vendor Filed As: 005395 - D & K PRODUCTS				
86046IN	PARKS - ICE MELT			149.25
Vendor Filed As 005395 - D & K PRODUCTS Total:				149.25

COUNCIL CLAIMS 01/27/2025

Payment Dates: 1/14/2025 - 1/27/2025

Payable Number	Description (Item)	Payment Number	Payment Date	Amount
Vendor Filed As: 003988 - DAKOTA SUPPLY G				
S104114156.001	WATER - MAINT. SUPPLIES			1,955.00
		Vendor Filed As 003988 - DAKOTA SUPPLY G Total:		1,955.00
Vendor Filed As: 036359 - DPT COMPANIES INC				
72606	WWTP FILTER CARTRIDGES			161.36
		Vendor Filed As 036359 - DPT COMPANIES INC Total:		161.36
Vendor Filed As: 036353 - DREA HAUSMAN				
INV0001496	LP - BABYSITTING COURSE RE...	133052	01/16/2025	75.00
		Vendor Filed As 036353 - DREA HAUSMAN Total:		75.00
Vendor Filed As: 006270 - DREES HEATING &				
68484	AIRPORT WATER COOLER & S...	133045	01/16/2025	351.00
68733	AIRPORT SALT	133045	01/16/2025	50.00
69020	AIRPORT - WATER	133045	01/16/2025	16.00
70134	AIRPORT - WATER	133071	01/22/2025	8.00
70280	GARAGE - WATER FILTERS			167.97
70390	GARAGE - URINAL REPAIRS			226.14
		Vendor Filed As 006270 - DREES HEATING & Total:		819.11
Vendor Filed As: 006275 - DREES OIL CO.				
12502	AIRPORT PROPANE	133072	01/22/2025	297.34
		Vendor Filed As 006275 - DREES OIL CO. Total:		297.34
Vendor Filed As: 012590 - ECHO ELECTRIC S				
S011008475.001	WATER - PREP FOR PAINTING			14.01
S011008475.002	WATER - BULBS, BOXES, COVE...			23.57
S011008475.003	WATER PREP FOR PAINTING R...			-14.01
		Vendor Filed As 012590 - ECHO ELECTRIC S Total:		23.57
Vendor Filed As: 003971 - EMPLOYEE BENEFI				
INV0001497	HRA CHECKS	DFT0000581	01/16/2025	3,600.12
		Vendor Filed As 003971 - EMPLOYEE BENEFI Total:		3,600.12
Vendor Filed As: 036355 - ETHAN ESDOHR				
INV0001521	GC - GOLF MEMBERSHIP REF...			46.67
		Vendor Filed As 036355 - ETHAN ESDOHR Total:		46.67
Vendor Filed As: 008050 - FASTENAL COMPAN				
IACAR198408	AIRPORT MISC SUPPLIES	133073	01/22/2025	24.80
		Vendor Filed As 008050 - FASTENAL COMPAN Total:		24.80
Vendor Filed As: 000013 - FIRE/POLICE RET				
INV0001514	MFPSRI CONTRIBUTIONS	DFT0000587	01/23/2025	15,494.68
		Vendor Filed As 000013 - FIRE/POLICE RET Total:		15,494.68
Vendor Filed As: 002806 - FOUNDATION ANAL				
25-00285	WWTP - LAB TESTING			804.00
		Vendor Filed As 002806 - FOUNDATION ANAL Total:		804.00
Vendor Filed As: 000992 - GUTE TREE SERVI				
5744	PARKS TREE REMOVAL			2,000.00
		Vendor Filed As 000992 - GUTE TREE SERVI Total:		2,000.00
Vendor Filed As: 010605 - HACH CHEMICAL C				
14308541	WTP - LAB SUPPLIES			1,520.88
14313598	WTP - TENSETTE PIPET			535.20
		Vendor Filed As 010605 - HACH CHEMICAL C Total:		2,056.08
Vendor Filed As: 010615 - HALEY IMPLEMENT				
IC78414	PARKS - CUTTING EDGE			207.24
IC78432	PARKS - OIL AND FILTERS			149.07
IC78436	PARKS OIL AND FUEL FILTERS			-7.43
		Vendor Filed As 010615 - HALEY IMPLEMENT Total:		348.88
Vendor Filed As: 004055 - HAPPY FACES ENT				
4895	LIBRARY SUMMER PROGRAM...	133059	01/21/2025	300.00
		Vendor Filed As 004055 - HAPPY FACES ENT Total:		300.00

COUNCIL CLAIMS 01/27/2025

Payment Dates: 1/14/2025 - 1/27/2025

Payable Number	Description (Item)	Payment Number	Payment Date	Amount
Vendor Filed As: 010660 - HAWKEYE TRUCK E				
165330	CEMETERY - SPRINGS & EYEB...			129.59
Vendor Filed As 010660 - HAWKEYE TRUCK E Total:				129.59
Vendor Filed As: 000208 - HEITHOFF, MIKE				
INV0001526	STEEL TOED BOOTS	133067	01/22/2025	200.00
Vendor Filed As 000208 - HEITHOFF, MIKE Total:				200.00
Vendor Filed As: 003982 - IOWA INFORMATIO				
38405	LIBRARY - CALENDAR & HOLI...	133058	01/21/2025	554.75
Vendor Filed As 003982 - IOWA INFORMATIO Total:				554.75
Vendor Filed As: 012670 - IOWA PARK & REC				
5372	IPRA SPRING CONFERENCE TI...			275.00
Vendor Filed As 012670 - IOWA PARK & REC Total:				275.00
Vendor Filed As: 012706 - IPERS				
INV0001517	IPERS CONTRIBUTIONS	DFT0000590	01/23/2025	533.23
INV0001517	IPERS CONTRIBUTIONS	DFT0000590	01/23/2025	13,341.06
INV0001517	IPERS CONTRIBUTIONS	DFT0000590	01/23/2025	13.65
INV0001517	IPERS CONTRIBUTIONS	DFT0000590	01/23/2025	1,935.72
INV0001517	IPERS CONTRIBUTIONS	DFT0000590	01/23/2025	3,351.90
INV0001517	IPERS CONTRIBUTIONS	DFT0000590	01/23/2025	2,792.95
Vendor Filed As 012706 - IPERS Total:				21,968.51
Vendor Filed As: 003848 - JEFFREY PERRIEN				
INV0001499	JAN DOWNTOWN RESTROOM...			300.00
Vendor Filed As 003848 - JEFFREY PERRIEN Total:				300.00
Vendor Filed As: 013917 - JEO CONSULTING				
157774	GC - IRRIGATION BOOSTER ST...			2,561.75
Vendor Filed As 013917 - JEO CONSULTING Total:				2,561.75
Vendor Filed As: 036357 - JOHN BOES				
INV0001523	PD - TOBACCO COMPLIANCE ...			180.00
Vendor Filed As 036357 - JOHN BOES Total:				180.00
Vendor Filed As: 025020 - JOHN DEERE FINA				
6439224	PD - SERVICE SNOWBLOWER	133049	01/16/2025	139.32
6446187	PARKS OIL FILTERS	133049	01/16/2025	76.62
6447217	RUT #31 FILTERS	133049	01/16/2025	559.81
6447218	RUT HYDRAULIC OIL	133049	01/16/2025	1,349.19
6449464	PARKS OIL FILTERS	133049	01/16/2025	11.30
6449536	PARKS TRANSMISSION & HYD...	133049	01/16/2025	60.69
Vendor Filed As 025020 - JOHN DEERE FINA Total:				2,196.93
Vendor Filed As: 000169 - JOHNSON, PERRY				
INV0001541	BLDG - DECEMBER MILEAGE I...			169.51
Vendor Filed As 000169 - JOHNSON, PERRY Total:				169.51
Vendor Filed As: 002778 - KLEESPIES, SEAN				
INV0001495	WWTP -STEEL TOED BOOTS	133036	01/16/2025	171.19
Vendor Filed As 002778 - KLEESPIES, SEAN Total:				171.19
Vendor Filed As: 002453 - LAMBERTZ, JASON				
165581	PRODUCTION COSTS			1,740.00
165582	PRODUCTION COSTS			960.00
Vendor Filed As 002453 - LAMBERTZ, JASON Total:				2,700.00
Vendor Filed As: 002331 - MACQUEEN EQUIPMENT LLC				
P25648	RUT - #35 COMPENSATOR & ...			431.16
P25664	RUT - #35 PLASTIC NUTS			66.75
Vendor Filed As 002331 - MACQUEEN EQUIPMENT LLC Total:				497.91
Vendor Filed As: 036330 - MACROMIND MEDIA INC				
1198	DEC WELLNESS WEBSITE			225.00
Vendor Filed As 036330 - MACROMIND MEDIA INC Total:				225.00
Vendor Filed As: 017133 - MASTERCARD				
INV0001508	LIBRARY BOOKS	133064	01/21/2025	9.00

COUNCIL CLAIMS 01/27/2025

Payment Dates: 1/14/2025 - 1/27/2025

Payable Number	Description (Item)	Payment Number	Payment Date	Amount
INV0001508	LIBRARY BOOKS	133064	01/21/2025	28.76
INV0001508	LIBRARY VIDEOS	133064	01/21/2025	422.12
INV0001508	LIBRARY PASTEL ART KIT	133064	01/21/2025	9.99
INV0001527	BLDG IABO TRAINING	133074	01/22/2025	161.90
INV0001529	ZOOM FOR COUNCIL	133077	01/22/2025	15.99
INV0001529	FIN - ADOBE SOFTWARE	133077	01/22/2025	19.99
INV0001529	FIN - MAIL CHIMP	133077	01/22/2025	13.00
INV0001530	PD - FLASHLIGHT BATTERY	133079	01/22/2025	19.23
INV0001530	PARKS - PESTICIDE LICENSE R...	133079	01/22/2025	60.00
INV0001530	GC - GCSAA MEMBERSHIP	133079	01/22/2025	240.00
INV0001530	GC - REFUND	133079	01/22/2025	-10.00
INV0001530	RC - ID CARDS	133079	01/22/2025	18.80
INV0001530	RC - FILES, CARD HOLDERS	133079	01/22/2025	66.80
INV0001530	LP - TAX CREDIT	133079	01/22/2025	-0.71
INV0001530	LP - FACEBOOK ADS	133079	01/22/2025	3.16
INV0001530	LP - REFUND	133079	01/22/2025	-52.70
INV0001530	LP - ADS	133079	01/22/2025	52.43
INV0001530	FIN - KEYBOARD & MOUSE	133079	01/22/2025	21.99
INV0001531	PW - PE LICENSE RENEWAL	133075	01/22/2025	100.00
INV0001531	WWTP - OPERATOR MANUALS	133075	01/22/2025	242.00
INV0001531	WWTP DNR FEE	133075	01/22/2025	104.04
INV0001532	PD - TAX REFUND	133076	01/22/2025	-5.24
INV0001532	PD - POLE CAMERA	133076	01/22/2025	13.00
INV0001532	PD - EVIDENCE BOXES	133076	01/22/2025	56.99
INV0001537	FIN - EMPLOYEE RECOGNITION	133078	01/22/2025	47.92
Vendor Filed As 017133 - MASTERCARD Total:				1,658.46
Vendor Filed As: 002993 - MC CLURE ENGINE				
155679	AIRPORT LED LIGHTING PROJE...	133038	01/16/2025	1,532.00
Vendor Filed As 002993 - MC CLURE ENGINE Total:				1,532.00
Vendor Filed As: 017220 - MC FARLAND CLINIC PC				
INV0001540	PRE-EMPLOYMENT PHYSICAL -...			81.00
Vendor Filed As 017220 - MC FARLAND CLINIC PC Total:				81.00
Vendor Filed As: 003966 - MICROBAC LABORA				
NT2500242	WATER MONTHLY BAC-TEES			107.25
Vendor Filed As 003966 - MICROBAC LABORA Total:				107.25
Vendor Filed As: 017572 - MID STATES ORGA				
0250851-IN	PD - MOCIC MEMBERSHIP DU...			150.00
Vendor Filed As 017572 - MID STATES ORGA Total:				150.00
Vendor Filed As: 003956 - MIDWEST PATCH/HI VIZ SAFETY				
3767	RUT - RAIN JACKET, PANTS A...			365.00
Vendor Filed As 003956 - MIDWEST PATCH/HI VIZ SAFETY Total:				365.00
Vendor Filed As: 017585 - MIDWEST WHOLESA				
590331	RUT - CONCRETE NAILS			52.35
590924	RUT - #29 SNOW BOARDS			201.60
Vendor Filed As 017585 - MIDWEST WHOLESA Total:				253.95
Vendor Filed As: 003529 - MURRAY'S WELDIN				
127123	AIRPORT BOLTS & WASHERS	133040	01/16/2025	28.15
CB127125	AIRPORT - NUTS AND BOLTS	133068	01/22/2025	116.77
Vendor Filed As 003529 - MURRAY'S WELDIN Total:				144.92
Vendor Filed As: 018408 - NAPA AUTO PARTS				
095021	AIRPORT FUSES	133048	01/16/2025	2.99
095281	RUT - UNDERBODY LIGHT			229.32
095502	RUT - #26 12 VOLT PLUG			59.32
095579	GARAGE - BENCH GRINDING ...			20.99
096430	WATER - IMPACT U-JOINT & O...			44.13
Vendor Filed As 018408 - NAPA AUTO PARTS Total:				356.75

COUNCIL CLAIMS 01/27/2025

Payment Dates: 1/14/2025 - 1/27/2025

Payable Number	Description (Item)	Payment Number	Payment Date	Amount
Vendor Filed As: 002614 - NELSON ELECTRIC				
1256	RC - HAND DRYER REPLACEM...			148.00
Vendor Filed As 002614 - NELSON ELECTRIC Total:				148.00
Vendor Filed As: 036209 - NINE SQUARE FEET INC				
INV0001501	LIBRARY NINE SQUARE FEET S...	133066	01/21/2025	20.00
Vendor Filed As 036209 - NINE SQUARE FEET INC Total:				20.00
Vendor Filed As: 020326 - OPTIONS INK				
297422	WATER - FREIGHT BACTERIA S...			17.02
297586	WATER- FREIGHT RETURNED ...			13.49
297748	WATER FREIGHT LEAD SAMPL...			14.58
302380	WATER FREIGHT MONTHLY B...			19.82
302557	WATER FREIGHT BAC-T 703 S...			13.17
Vendor Filed As 020326 - OPTIONS INK Total:				78.08
Vendor Filed As: 003224 - OUTLAW SIGNS GRAPHICS & APPAREL				
10335	LP JINGLE BELL RUN TSHIRTS			197.25
Vendor Filed As 003224 - OUTLAW SIGNS GRAPHICS & APPAREL Total:				197.25
Vendor Filed As: 003228 - PAYSAFE MERCHAN				
INV0001536	REC DEC EFT PROCESSING FEES	DFT0000597	01/22/2025	91.88
Vendor Filed As 003228 - PAYSAFE MERCHAN Total:				91.88
Vendor Filed As: 001949 - PERFORMANCE TIR				
0178580	RUT - 4 GALAXY SUPER SIDEW...			2,200.00
0178625	PD - TIRE REPAIR			32.10
Vendor Filed As 001949 - PERFORMANCE TIR Total:				2,232.10
Vendor Filed As: 021440 - PIZZA HUT				
AR015817	LP - KID'S NIGHT OUT PIZZA			395.64
Vendor Filed As 021440 - PIZZA HUT Total:				395.64
Vendor Filed As: 004066 - POSTEL, KERSTEN				
INV0001502	LIBRARY DECEMBER OUTREA...	133060	01/21/2025	43.55
Vendor Filed As 004066 - POSTEL, KERSTEN Total:				43.55
Vendor Filed As: 021860 - PRESTO-X-COMPAN				
72209191	CITY HALL PEST CONTROL			116.23
Vendor Filed As 021860 - PRESTO-X-COMPAN Total:				116.23
Vendor Filed As: 036223 - PVS DX INC				
817000044-25	WTP - CHLORINE GAS			928.02
Vendor Filed As 036223 - PVS DX INC Total:				928.02
Vendor Filed As: 009870 - RACCOON VALLEY				
INV0001492	AIRPORT DEC ELECTRIC SERVI...	133046	01/16/2025	1,723.85
Vendor Filed As 009870 - RACCOON VALLEY Total:				1,723.85
Vendor Filed As: 024630 - RUTTEN'S VACUUM				
INV0001503	LIBRARY VACUUM PARTS & B...	133065	01/21/2025	111.95
013969	RC - VACUUM BAGS			20.99
014113	PD - VACUUM REPAIRS			105.96
Vendor Filed As 024630 - RUTTEN'S VACUUM Total:				238.90
Vendor Filed As: 003900 - SAMPSON FARMS				
9742	PD NUISANCE 220 N WEST ST			504.98
Vendor Filed As 003900 - SAMPSON FARMS Total:				504.98
Vendor Filed As: 025028 - SCHOEPPNER, CAR				
INV0001490	AIRPORT SECRETARY CONTRA...	133050	01/16/2025	350.00
Vendor Filed As 025028 - SCHOEPPNER, CAR Total:				350.00
Vendor Filed As: 002977 - SGS LLC				
332733	AIRPORT DECEMBER GARBAGE	133037	01/16/2025	68.83
Vendor Filed As 002977 - SGS LLC Total:				68.83
Vendor Filed As: 025250 - SHERWIN WILLIAM				
7133-6	PARKS - PICNIC TABLE PAINT			63.24

COUNCIL CLAIMS 01/27/2025

Payment Dates: 1/14/2025 - 1/27/2025

Payable Number	Description (Item)	Payment Number	Payment Date	Amount
7351-4	PARKS PICNIC TABLE PAINT			126.49
Vendor Filed As 025250 - SHERWIN WILLIAM Total:				189.73
Vendor Filed As: 025880 - STONE PRINTING				
113706	PW - "RECEIVED" DATE STAMP			100.45
113716	PD - FILE FOLDERS			339.90
113913	PW - FILE FOLDER LABELS			4.99
114001	FIN - 3 HOLE PUNCH PAPER F...			76.99
13140	WWTP - CORK BOARD			42.99
13180	GARAGE - DAY PLANNER			47.66
13233	RC - GRAPH PAPER			13.64
Vendor Filed As 025880 - STONE PRINTING Total:				626.62
Vendor Filed As: 001739 - SYN-TECH SYSTEM				
307675	AIRPORT FUEL DELIVERY SYST...	133035	01/16/2025	322.10
Vendor Filed As 001739 - SYN-TECH SYSTEM Total:				322.10
Vendor Filed As: 027060 - TREASURER OF IO				
INV0001505	DECEMBER SALES TAX	DFT0000582	01/17/2025	924.12
INV0001505	DECEMBER SALES TAX	DFT0000582	01/17/2025	3,235.20
INV0001505	DECEMBER SALES TAX	DFT0000582	01/17/2025	438.97
INV0001505	DECEMBER SALES TAX	DFT0000582	01/17/2025	73.14
INV0001505	DECEMBER SALES TAX	DFT0000582	01/17/2025	5,942.99
INV0001505	DECEMBER SALES TAX	DFT0000582	01/17/2025	2,739.11
INV0001505	DECEMBER SALES TAX	DFT0000582	01/17/2025	590.24
Vendor Filed As 027060 - TREASURER OF IO Total:				13,943.77
Vendor Filed As: 001923 - TRI-TECH FORENS				
01107675	PD - BLOOD/URINE SPECIMEN...			100.72
Vendor Filed As 001923 - TRI-TECH FORENS Total:				100.72
Vendor Filed As: 027085 - TROPHIES PLUS I				
385135	FD - LOCKER & HELMET PLATE...			10.99
Vendor Filed As 027085 - TROPHIES PLUS I Total:				10.99
Vendor Filed As: 003165 - ULINE INC				
187448626	PD - COVERALLS & BOOT COV...			261.87
Vendor Filed As 003165 - ULINE INC Total:				261.87
Vendor Filed As: 029009 - VESSCO INC.				
096384	WTP - CHLORINE MONITOR			2,320.13
Vendor Filed As 029009 - VESSCO INC. Total:				2,320.13
Vendor Filed As: 003963 - VILLY, MELISSA				
INV0001504	LIBRARY OUTREACH MILEAGE	133057	01/21/2025	18.49
Vendor Filed As 003963 - VILLY, MELISSA Total:				18.49
Vendor Filed As: 036211 - WAUSAU EQUIPMENT CO				
9314274	RUT - SNOW REMOVAL EQUI...			1,538.22
Vendor Filed As 036211 - WAUSAU EQUIPMENT CO Total:				1,538.22
Vendor Filed As: 036356 - WILL MEINERS				
INV0001522	GOLF MEMBERSHIP REFUND			41.25
INV0001522	GOLF MEMBERSHIP REFUND			71.67
Vendor Filed As 036356 - WILL MEINERS Total:				112.92
Vendor Filed As: 030355 - WITTROCK MOTOR				
1217	AIRPORT DECEMBER CAR REN...	133051	01/16/2025	550.00
Vendor Filed As 030355 - WITTROCK MOTOR Total:				550.00
Vendor Filed As: 003291 - WORLDOPAY INTEGRATED PAYMENTS				
INV0001534	REC DEC ONLINE CC PROCESS...	DFT0000595	01/22/2025	-1.74
INV0001534	REC DEC ONLINE CC PROCESS...	DFT0000595	01/22/2025	33.86
INV0001534	REC DEC ONLINE CC PROCESS...	DFT0000595	01/22/2025	528.52
INV0001534	REC DEC ONLINE CC PROCESS...	DFT0000595	01/22/2025	15.56
INV0001535	REC DEC IN-OFFICE CC PROCE...	DFT0000596	01/22/2025	3.60
INV0001535	REC DEC IN-OFFICE CC PROCE...	DFT0000596	01/22/2025	556.33
INV0001535	REC DEC IN-OFFICE CC PROCE...	DFT0000596	01/22/2025	26.75

COUNCIL CLAIMS 01/27/2025**Payment Dates: 1/14/2025 - 1/27/2025**

Payable Number	Description (Item)	Payment Number	Payment Date	Amount
INV0001535	REC DEC IN-OFFICE CC PROCE...	DFT0000596	01/22/2025	25.63
INV0001535	REC DEC IN-OFFICE CC PROCE...	DFT0000596	01/22/2025	28.78
Vendor Filed As 003291 - WORLDOPAY INTEGRATED PAYMENTS Total:				1,217.29
Vendor Filed As: 003970 - WORLDWIDE EXPRE				
2501066332	FREIGHT W/E 1/8/2025	133042	01/16/2025	24.95
2501066332	FREIGHT W/E 1/8/2025	133042	01/16/2025	24.29
2501110820	FREIGHT W/E 1/15/2025	133043	01/16/2025	13.31
2501110820	FREIGHT W/E 1/15/2025	133043	01/16/2025	24.95
2501110820	FREIGHT W/E 1/15/2025	133043	01/16/2025	28.10
Vendor Filed As 003970 - WORLDWIDE EXPRE Total:				115.60
Grand Total:				316,923.17

Report Summary**Fund Summary**

Fund	Expense Amount	Payment Amount
001 - GENERAL FUND	167,644.50	76,253.03
010 - HOTEL/MOTEL TAX	42.43	42.43
110 - ROAD USE TAX FUND	9,600.76	3,844.72
121 - LOCAL OPTION SALES TAX	85,047.26	50.00
303 - C.P. - AIRPORT	1,532.00	1,532.00
304 - C.P. STREETS	13,227.41	0.00
311 - C.P.-PARKS & RECREATION	2,561.75	0.00
600 - WATER UTILITY FUND	19,368.27	11,723.54
610 - SEWER UTILITY FUND	13,604.39	12,086.10
612 - SEWER UTILITY CAP. IMP.	104.04	104.04
620 - STORM WATER UTILITY	590.24	590.24
850 - MEDICAL INSURANCE FUND	3,600.12	3,600.12
Grand Total:	316,923.17	109,826.22

Gross Payroll \$231,138.35

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 23, 2025
SUBJECT: General Obligation Capital Loan Notes, Series 2026A (Reimbursement Resolution)

- Resolution declaring an official intent under Treasury Regulation 1.150-2 to issue debt to reimburse the City for certain original expenditures paid in connection with the Wastewater Treatment Plant Digester & VLR Air Piping Improvements Project & Water Tanker Fire Truck

At the December 16, 2024 Council meeting, Council awarded a construction contract to Blue Ribbon Builders, LLC for the Wastewater Treatment Plant Digester & VLR Air Piping Improvements Project. At the August 12, 2024 Council meeting, Council approved the purchase of a Water Tanker Fire Truck. Both projects are scheduled for expenditures over the next two fiscal years. The FY 25 budget includes a debt issuance to fund a portion of the Wastewater Treatment Plant Digester & VLR Air Piping Improvements Project. The Water Tanker Fire Truck funding is proposed in the FY 26 budget. Staff is working with Susanne Gerlach, PFM Financial Advisors LLC, on planning this debt issuance including when to issue the debt.

There likely will be some project expenses paid for these projects prior to the debt being issued that the City will want to use the debt proceeds to pay those expenses. Attached is a resolution declaring an intent to reimburse some of the previously paid project expenditures with debt proceeds when the debt is issued. In order to be in compliance with IRS regulations and use tax-exempt debt proceeds to reimburse the City for the above-mentioned expenditures, Council would need to declare an official intent. To be effective, it must be adopted within 60 days after the funding of an expenditure that is expected to be reimbursed from the note issuance. It should be noted that architectural, engineering, and survey costs, which do not exceed 20% of the issuance amount, are not subject to the reimbursement rules meaning they can be reimbursed with bond proceeds even if they were originally paid longer than 60 days before adopting the reimbursement resolution.

If you have any questions, please call me or stop by City Hall.

RECOMMENDATION: Council approval of the attached resolution declaring an official intent under Treasury Regulation 1.150-2 to issue debt to reimburse the City for certain original expenditures paid in connection with the Wastewater Treatment Plant Digester & VLR Air Piping Improvements Project & Water Tanker Fire Truck.

ITEMS TO INCLUDE ON AGENDA

CITY OF CARROLL, IOWA

General Obligation Capital Loan Notes, Series 2026A

- Resolution declaring an official intent under Treasury Regulation 1.150-2 to issue debt to reimburse the City for certain original expenditures paid in connection with specified Projects.

NOTICE MUST BE GIVEN PURSUANT TO IOWA CODE
CHAPTER 21 AND THE LOCAL RULES OF THE CITY.

January 27, 2025

The City Council of the City of Carroll, State of Iowa, met in regular session, in the Council Chambers, City Hall, 627 N. Adams Street, Carroll, Iowa, at 5:15 P.M., on the above date. There were present Mayor _____ in the chair, and the following named Council Members:

Absent: _____

Vacant: _____

* * * * *

Council Member _____ introduced the following Resolution entitled "RESOLUTION DECLARING AN OFFICIAL INTENT UNDER TREASURY REGULATION 1.150-2 TO ISSUE DEBT TO REIMBURSE THE CITY FOR CERTAIN ORIGINAL EXPENDITURES PAID IN CONNECTION WITH SPECIFIED PROJECTS" and moved that it be adopted. Council Member _____ seconded the motion to adopt, and the roll being called thereon, the vote was as follows:

AYES: _____

NAYS: _____

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

RESOLUTION NO. _____

RESOLUTION DECLARING AN OFFICIAL INTENT UNDER
TREASURY REGULATION 1.150-2 TO ISSUE DEBT TO
REIMBURSE THE CITY FOR CERTAIN ORIGINAL
EXPENDITURES PAID IN CONNECTION WITH SPECIFIED
PROJECTS

WHEREAS, the City anticipates making cash expenditures for one or more capital improvement projects, generally described below (each of which shall hereinafter be referred to as a "Project"); and

WHEREAS, the City reasonably expects to issue debt to reimburse the costs of a Project;
and

WHEREAS, the Council believes it is consistent with the City's budgetary and financial circumstances to issue this declaration of official intent.

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

Section 1. That this Resolution be and does hereby serve as a declaration of official intent under Treasury Regulation 1.150-2.

Section 2. That it is reasonably expected that capital expenditures will be made in respect of the following Project(s), from time to time and in such amounts as this Council determines to be necessary or desirable under the circumstances then and there existing.

Section 3. That the City reasonably expects to reimburse all or a portion of the following expenditures with the proceeds of bonds, notes or other indebtedness to be issued or incurred by the City in the future.

Section 4. That the total estimated costs of the Project(s), the maximum principal amount of the bonds, notes or other indebtedness to be issued for the foregoing Project(s) and the estimated dates of completion of the Project(s) are reasonably expected to be as follows:

<u>Project</u>	<u>Fund from which original expenditures are to be Advanced</u>	<u>Total Estimated Cost</u>	<u>Amount of Borrowing Anticipated</u>	<u>Estimated Date of Completion</u>
Wastewater Treatment Plant Digester & VLR Air Piping Improvements	Sewer Utility Capital Improvement Fund	\$3,765,000	\$1,675,000	July 1, 2026
Fire Water Tanker Truck	C.P. – Equipment Purchases	\$400,000	\$400,000	December 31, 2026

Section 5. That the City reasonably expects to reimburse the above-mentioned Project costs not later than the later of eighteen months after the capital expenditures are paid or eighteen months after the property is placed in service, but in no event more than three (3) years after the original expenditure is paid.

Section 6. That this Resolution be maintained by the City Clerk in an Official Intent File maintained in the office of the Clerk and available at all times for public inspection, subject to such revisions as may be necessary.

PASSED AND APPROVED this 27th day of January, 2025.

Mayor

ATTEST:

City Clerk

CERTIFICATE

STATE OF IOWA

)

) SS

COUNTY OF CARROLL

)

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

WITNESS my hand and the seal of the Council hereto affixed this 28th day of January, 2025.

City Clerk, City of Carroll, State of Iowa

(SEAL)

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 22, 2025

SUBJECT: Nagl Family Minor Subdivision

Sylvia C. Nagl, Trustee of the Nagl Family Revocable Trust Agreement, has submitted and is requesting approval of an application for a Minor Subdivision to be named Nagl Family Minor Subdivision, in the Southwest Quarter of the Northwest Quarter of Section 34, Township 84 North, Range 35 West of the 5th P.M., Carroll County, Iowa. The current deed holder is the Nagl Family Revocable Trust dated March 15, 2019. The subdivision is located south of 210th St and east of Jade Ave. The property is outside the corporate limits for the City of Carroll; however, it is within the City's 2-mile review area.

The property is identified in the 2013 Carroll Comprehensive Plan as Agriculture. The existing zoning is A-2, Agriculture District.

The development consists of one single-family lot which is 5.25 acres and one agricultural lot which is 28.34 acres in size. The lots meet the minimum requirements.

No new streets or right-of-ways are proposed as part of this development and the lots will have access to Jade Ave. No new City owned utilities are proposed in the development. West Central Iowa Rural Water will serve each lot, and septic will be used for sanitary sewer.

The attached plat is pertinent to the application and includes the exterior boundary description of the proposed plat.

PLANNING AND ZONING COMMISSION RECOMMENDATION: That the Carroll City Council approve the Nagl Family Minor Subdivision, in the Southwest Quarter of the Northwest Quarter of Section 34, Township 84 North, Range 35 West of the 5th P.M., Carroll County, Iowa.

STAFF RECOMMENDATION: Staff recommends City Council approval of the Nagl Family Minor Subdivision, in the Southwest Quarter of the Northwest Quarter of Section 34, Township 84 North, Range 35 West of the 5th P.M., Carroll County, Iowa.

**CITY OF CARROLL
SUBDIVISION DATA**

NAME OF PLAN: Nagl Family Minor Subdivision, in the Southwest Quarter of the Northwest Quarter of Section 34, Township 84 North, Range 35 West of the 5th P.M., Carroll County, Iowa

NAME OF OWNER/DEVELOPER: Sylvia C. Nagl, Trustee of the Nagl Family Revocable Trust Agreement dated March 15, 2019

GENERAL INFORMATION:

PLAT LOCATION: South of 210th St and east of Jade Ave
SIZE OF PLAN: 5.25 and 28.34 Acres
ZONING: A-2, Agriculture District

LOTS:

NUMBER: 1 Residential Lot and 1 Agricultural Lot
SIZE/DENSITY: 5.25 and 28.34 Acres
USE: Single Family Residential and Agricultural
BUILDING LINES: 80 front yard; 100' rear yard; and 30' side yard

ADJACENT LANDS:

NORTH: Agricultural Land
SOUTH: Agricultural Land
EAST: Agricultural Land
WEST: Agricultural Land

STREET DEVELOPMENT:

No new streets or right-of-ways are proposed as part of this development. The lots will have access to Jade Ave.

WASTE WATER:

No new City owned water utilities are proposed in the development. West Central Iowa Rural Water will serve the lot.

WATER SYSTEM:

No new City owned sanitary sewer utilities are proposed in the development. Each lot will be served by a septic system for sanitary sewer service.

PLAT DRAWINGS:

Staff recommends approval as presented.

RESOLUTION NO. _____

WHEREAS, Robert B. Bills, Licensed Land Surveyor, representing the owner of certain real estate described in a certain plat filed by them with the City Clerk of the City of Carroll, Iowa, known as Nagl Family Minor Subdivision, in the Southwest Quarter of the Northwest Quarter of Section 34, Township 84 North, Range 35 West of the 5th P.M., Carroll County, Iowa; and,

WHEREAS, the said plat has been duly examined by the City Planning and Zoning Commission, which has recommended approval of the same on January 15, 2025, and found same to conform to the general plan of the City; and,

WHEREAS, said 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 plat of Nagl Family Minor Subdivision, in the Southwest Quarter of the Northwest Quarter of Section 34, Township 84 North, Range 35 West of the 5th P.M., Carroll County, Iowa, is found to conform with the law and is hereby approved and accepted.
2. This Resolution shall be fully binding upon the owners, their assigns, purchasers or successors in interest.
3. The Mayor and City Clerk of the City of Carroll, Iowa, are hereby directed to certify this Resolution and cause the same to be affixed to the said plat as provided by law.

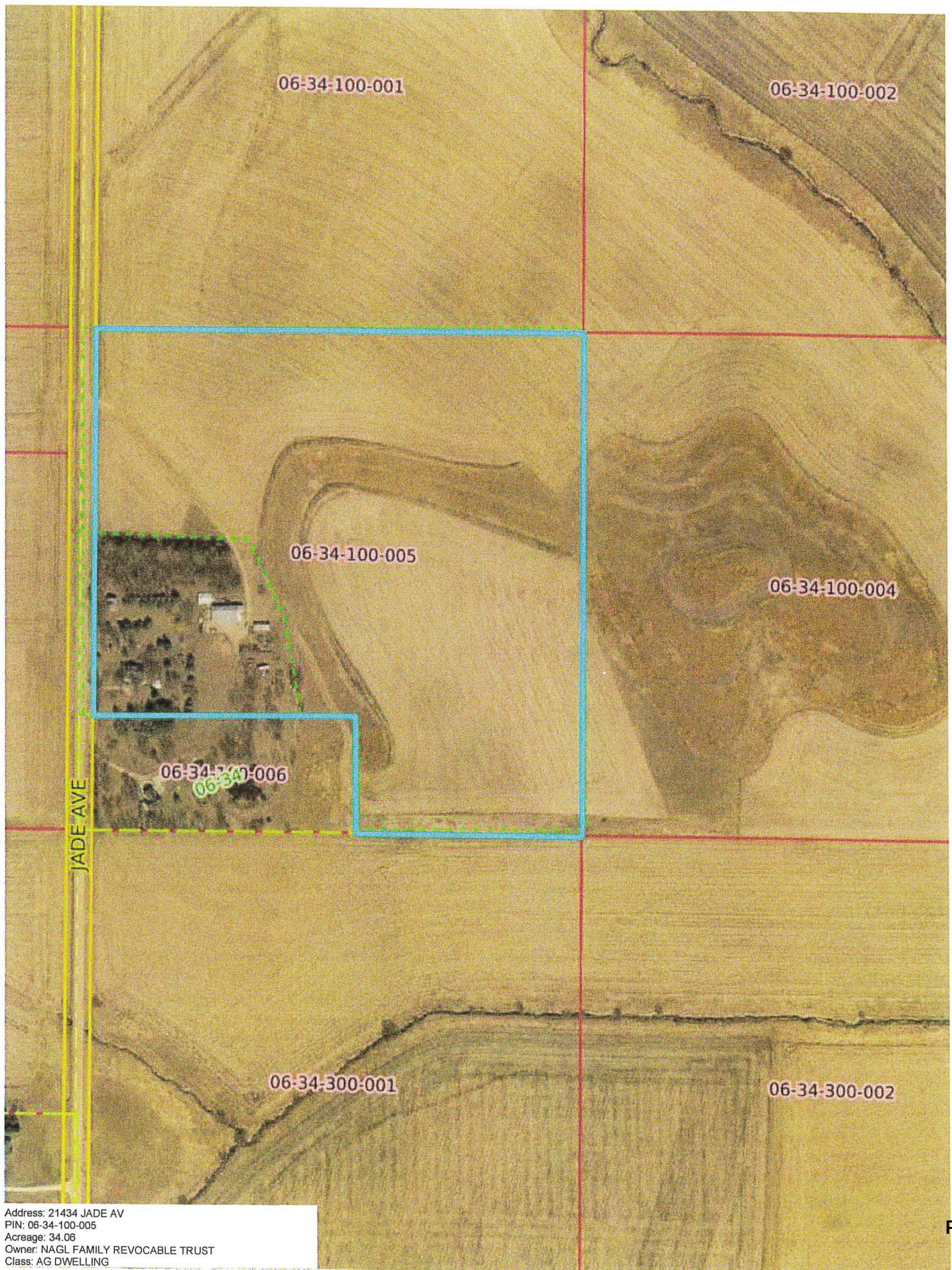
Adopted and passed by the Carroll City Council this 27th day of January, 2025.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Gerald H. Fleshner, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk



Address: 21434 JADE AV
PIN: 06-34-100-005
Acreage: 34.06
Owner: NAGL FAMILY REVOCABLE TRUST
Class: AG DWELLING

INDEX LEGEND

MINOR SUBDIVISION PLAT

COUNTY: CARROLL

DESIGNATION: NAGL FAMILY MINOR SUBDIVISION

LOCATION: SW1/4 NW1/4 SEC. 34, T84N, R35W

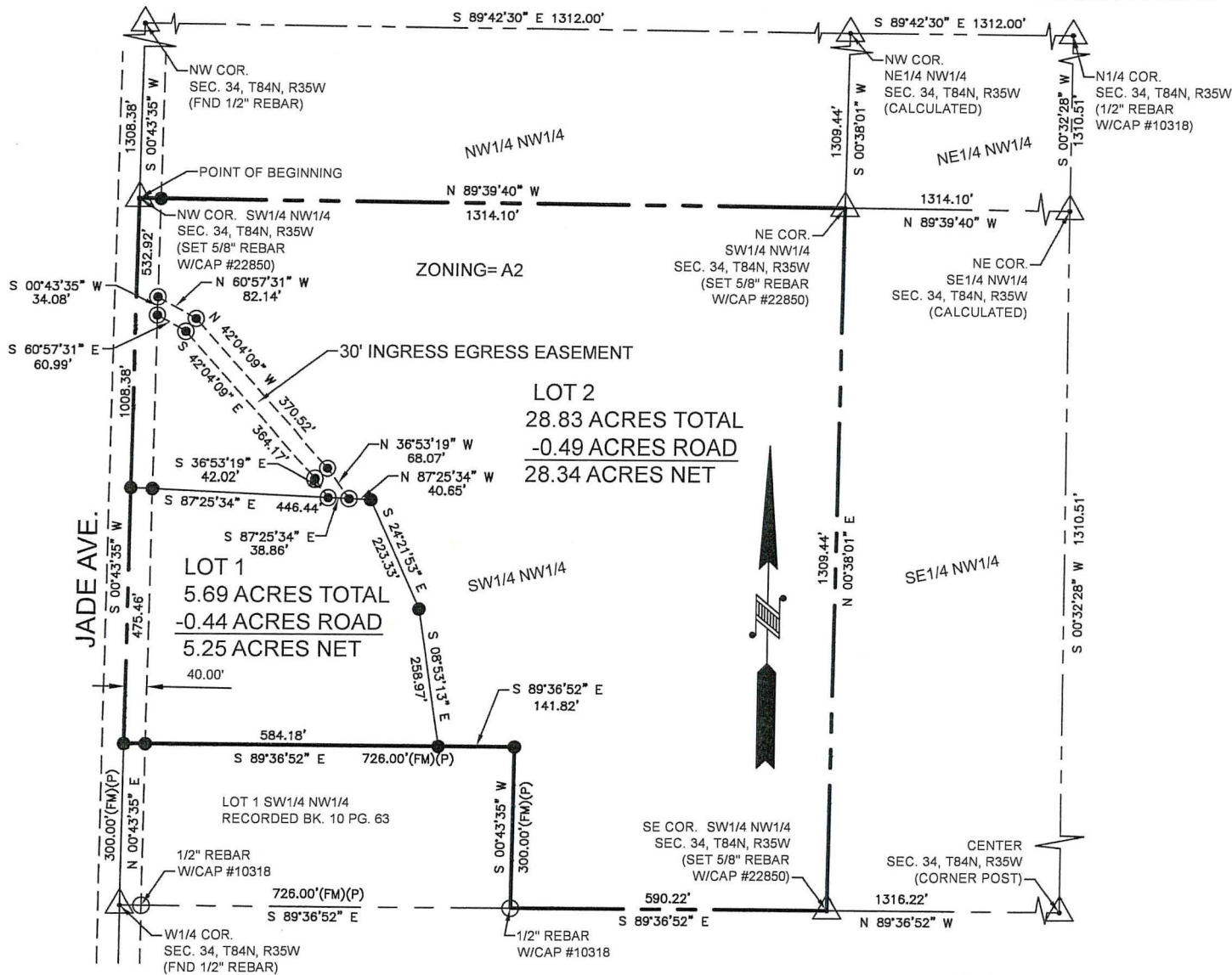
SITE ADDRESS: 21434 JADE AVE., CARROLL, IA 51401

OWNER: NAGL FAMILY REVOCABLE TRUST

SURVEY REQUESTED BY: NAGL FAMILY REVOCABLE TRUST

SURVEYOR: ROBERT B. BILLS

PREPARED BY AND RETURN TO: ROBERT B. BILLS CENTRAL IOWA SURVEYING, LLC P.O. BOX 67 JEFFERSON, IOWA 50129 (515)370-2399



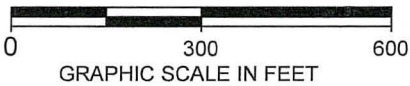
APPROVALS

PLANNING AND ZONING CHAIRPERSON

DATE

CITY OF CARROLL MAYOR

DATE



- LEGEND
- △

○

●

X

⊙

FM

P

SECTION CORNER
MONUMENT FOUND
SET 5/8"X24"REBAR
W/YELLOW CAP #22850
"X" CHIPPED IN CONC
CALCULATED POINT
FIELD MEASUREMENT
PLATTED DIMENSION
PROPERTY LINE
FENCE LINE
SECTION LINE
EASEMENT
- BASIS OF BEARINGS= IOWA RCS ZONE 7
(CARROL / ATLANTIC)

NOTE: THIS IS A TWO PAGE SURVEY AND IS INCOMPLETE UNLESS BOTH PAGES ARE PRESENT.

LICENSED LAND SURVEYOR

ROBERT B. BILLS

22850

IOWA

I hereby certify that this land surveying document and the related survey work was performed 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.

Signature

Date

Robert B. Bills

12/17/2024

License number #22850
My license renewal date is Dec, 31, 2026
Pages or sheets covered by this seal: 2

FIELD NOTES:

NAGL FAMILY MINOR SUBDIVISION:

A TRACT OF LAND LOCATED IN THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 34, T84N, R35W OF THE 5TH P.M., CARROLL COUNTY, IOWA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF SAID SOUTHWEST QUARTER OF THE NORTHWEST QUARTER; THENCE S00°43'35"W ON THE WEST LINE OF SAID SOUTHWEST QUARTER OF THE NORTHWEST QUARTER, A DISTANCE OF 1008.38 FEET TO THE NORTHWEST CORNER OF LOT 1 OF SAID SOUTHWEST QUARTER OF THE NORTHWEST QUARTER RECORDED IN BOOK 10 AT PAGE 63 IN THE CARROLL COUNTY RECORDER'S OFFICE; THENCE S89°36'52"E ON THE NORTH LINE OF SAID LOT 1 OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER, A DISTANCE OF 726.00 FEET TO THE NORTHEAST CORNER OF SAID LOT 1 OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER; THENCE S00°43'35"W ON THE EAST LINE OF SAID LOT 1 OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER, A DISTANCE OF 300.00 FEET TO THE SOUTHEAST CORNER OF SAID LOT 1 OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER ALSO BEING A POINT ON THE SOUTH LINE OF SAID SOUTHWEST QUARTER OF THE NORTHWEST QUARTER; THENCE S89°36'52"E ON SAID SOUTH LINE OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER, A DISTANCE OF 590.22 FEET TO THE SOUTHEAST CORNER OF SAID SOUTHWEST QUARTER OF THE NORTHWEST QUARTER; THENCE N00°38'01"E ON THE EAST LINE OF SAID SOUTHWEST QUARTER OF THE NORTHWEST QUARTER, A DISTANCE OF 1309.44 FEET TO THE NORTHEAST CORNER OF SAID SOUTHWEST QUARTER OF THE NORTHWEST QUARTER; THENCE N89°39'40"W ON THE NORTH LINE OF SAID SOUTHWEST QUARTER OF THE NORTHWEST QUARTER, A DISTANCE OF 1314.10 FEET TO THE POINT OF BEGINNING.

THE ABOVE DESCRIBED PARCEL SHALL HEREAFTER BE KNOWN AS NAGL FAMILY MINOR SUBDIVISION IN THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 34, T84N, R35W OF THE 5TH P.M., CARROLL COUNTY, IOWA.

THE ABOVE DESCRIBED PARCEL CONTAINS 34.52 ACRES AND IS SUBJECT TO 0.93 ACRES FOR ROAD EASEMENT AND IS SUBJECT TO ANY AND ALL EASEMENTS APPARENT OR OF RECORD.

30' INGRESS EGRESS EASEMENT:

A 30 FOOT INGRESS EGRESS EASEMENT LOCATED IN LOT 2 OF NAGL FAMILY MINOR SUBDIVISION OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 34, T84N, R35W OF THE 5TH P.M., CARROLL COUNTY, IOWA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF LOT 1 OF SAID NAGL FAMILY MINOR SUBDIVISION; THENCE N87°25'34"W ON THE NORTH LINE OF SAID LOT 1, A DISTANCE OF 40.65 FEET TO THE POINT OF BEGINNING; THENCE N36°53'19"W, A DISTANCE OF 68.07 FEET; THENCE N42°04'09"W, A DISTANCE OF 370.52 FEET; THENCE N60°57'31"W, A DISTANCE OF 82.14 FEET TO A POINT ON THE EAST RIGHT OF WAY OF JADE AVENUE; THENCE S00°43'35"W ON SAID EAST RIGHT OF WAY OF JADE AVENUE, A DISTANCE OF 34.08 FEET; THENCE S60°57'31"E, A DISTANCE OF 60.99 FEET; THENCE S42°04'09"E, A DISTANCE OF 364.17 FEET; THENCE S36°53'19"E, A DISTANCE OF 42.02 FEET TO A POINT ON SAID NORTH LINE OF LOT 1; THENCE S87°25'34"E ON SAID NORTH LINE OF LOT 1, A DISTANCE OF 38.86 FEET TO THE POINT OF BEGINNING, CONTAINING 0.34 ACRES AND IS SUBJECT TO ANY AND ALL EASEMENTS APPARENT OR OF RECORD.

NOTE: THIS IS A TWO PAGE SURVEY AND IS INCOMPLETE UNLESS BOTH PAGES ARE PRESENT.

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 22, 2025

SUBJECT: Twelfth Street Reconstruction
Pavement Width Selection

The Twelfth Street Reconstruction project is currently under design. A next step in the design is selection of a pavement width. The current width of pavement varies a little among the blocks but is approximately 26 feet.

Twelfth Street within the project limits is Federally Functionally Classified a Minor Arterial. The applicable design requirements are as follows:

City Code of Ordinances, Subdivision Regulations

C. Minimum Roadway and Right-of-Way Standards

1. Municipal arterial streets shall have a right-of-way width of not less than sixty (60) feet and a roadway width of not less than thirty-one (31) feet.

SUDAS/Iowa DOT Preferred Roadway Elements

Roadway width with parking on one side: N/A

Roadway width without parking: 31 feet

SUDAS/Iowa DOT Acceptable Roadway Elements

Roadway width with parking: 34 feet

Roadway width without parking: 26 feet

SUDAS/Iowa DOT Preferred Design Elements for Complete Streets

Travel lane width: 10 feet

Roadway width with parking on one side: 28 feet

Complete Streets design would include analysis of all modes of transportation within the corridor and connections. In this corridor possibly addressing sidewalk compliance.

The City Code of Ordinances includes parking restrictions on Twelfth Street within the project limits as follows:

- A. “No Parking Anytime”
 - (1) From Clark Street to a point 162 feet east of Clark Street - south side only;
 - (2) From Main Street to Adams Street.
- B. “No Parking This Side”
 - (1) From Adams Street to Carroll Street – south side only;
 - (2) From Main Street to Grant Road – north side only;
- C. “No Parking Here To Corner”
 - (1) From Main Street to 30 feet west of Main Street – north side only
 - (2) From 30 feet east of Adams Street to Adams Street – north side only;

Options for roadway width selection include, but are not necessarily limited to, the following:

1. Remove all on-street parking from the corridor, West Street to Grant Road, and construct the pavement a minimum width of 26 feet or, more likely, a City standard width of 28 feet. In addition to the current parking restrictions, this option would generally require parking restrictions at the following locations:

West Street to Carroll Street – Both sides
Carroll Street to Adams Street – North side
Main Street to Grant Road – South side
2. Request a design exception from the Iowa DOT to construct a 31 foot wide roadway with parking permitted on one side. DOT review of a design exception will follow a formal submittal. Minimum additional parking restriction would be West Street to Carroll Street, south side.
3. Construct a 28 foot wide roadway with parking on one side under the Complete Streets design. Additional parking restriction would be the same as Option 2. It is anticipated that Complete Streets may include addressing pedestrian travel in the corridor.

The Twelfth Street project is being developed on a formal DOT development schedule. The information above is presented at this time for your consideration only. No action is requested at this time. It is the intent to prepare and provide preliminary drawings and comparative cost estimates of options on February 10. At that time a recommendation will be made. In the intervening time, if you have any questions, please let me know so that we can provide the information that you want.

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 23, 2025

SUBJECT: FY 2025/2026 Budget Information - Capital Improvement Plan (CIP)

The proposed FY 2025/2026 budget is nearly completion with budget books being distributed at the Council meeting on January 27, 2025. Staff would like to talk about the Capital Improvement Plan (CIP) contained in the FY 26 budget book on Monday night to allow Council time to think about capital projects. We will continue to discuss these projects and implement the plan as Council adopts the FY 2026 budget. The CIP is integral for staff to plan on debt issuances and projecting future projects to integrate within the debt plan.

RECOMMENDATION: No decision necessary. This is just information going into the FY 2026 budget process.

Carroll Historic Preservation Commission

City of Carroll

City Hall Board Room

Wednesday, September 11, 2024

Meeting called to order at 5:00 p.m. by Vicki Gach. Members present: Vicki Gach, Denis Bormann, John Steffes, Tim Fitzpatrick, Carolyn Siemann, Kathy Hansen. Absent: None.

Minutes from May 8, 2024, meeting were reviewed and motion to approve by Fitzpatrick, seconded by Steffes. All present voted Aye. Motion carried 6-0.

Gach welcomed Chad Tiemeyer to the meeting.

Review of Graham Park character/history walk on June 2, 2024. All felt it went well. Probably not as many attendees as in the past when held at the cemetery, but successful nonetheless. There will be continued discussion as to when the next event will be held.

Update on Band Shell fundraising. It has been going well with over \$100,000 raised. There are still a couple of outstanding grants we are waiting for to come in. Fundraising will continue through January 2025. Discussion on donor recognition such as a board or metal sign and this was tabled until 2025. With input from Chad Tiemeyer, the general contractor for the Band Shell renovation will be the City of Carroll. More discussion on security cameras and better lighting to enhance and provide safety for the site. There was an indication that this would be done by the Spring of 2025.

Laker Court directional sign on Highway 30 and Grant Road. Steffes will ask Randy Krauel about this.

2025 projects include seeking donations to support the sandblasting and painting of the remaining areas of the Cemetery fence.

A new member is needed to fill the open alternate position on the Commission. Members are asked to provide Gach some names for consideration.

Motion to adjourn at 5:53 p.m. by Steffes and seconded by Bormann. All present voted Aye.

Next meeting will be held on Wednesday, January 22, 2025, at 5:00 p.m. in the City Hall Board room.

Respectfully submitted,

Tim Fitzpatrick, Secretary

CARROLL AIRPORT COMMISSION

Regular Meeting

The regular meeting of the Carroll Airport Commission was held on Monday, January 13, 2025, at the Arthur Neu Airport. Commission members in attendance were Norman Hutcheson, Greg Siemann, Kevin Wittrock and Dick Fulton. Gene Vincent did not attend. Also attending were Don Mensen, airport manager, 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 Abstain: None Absent: Gene Vincent. Motion carried 4/0.

25/26 BUDGET

The Commission was advised the 25/26 budget needed to be reduced. After discussion a motion by Comm. Fulton and seconded by Comm. Siemann was made to reduce the 25/26 budget line items from \$222,500.00 to \$210,900.00 All present voted aye. Nays: None Absent: Gene Vincent Abstain: None. Motion carried 4/0.

TOPICS DISCUSSED:

A motion by Comm. Siemann and seconded by Comm. Fulton was made to have Chairman Hutcheson sign the Glidden REC rebate for the LED lights installed on the runways and taxiways. All present voted aye. Nays: None Absent: Gene Vincent Abstain: None. Motion carried 4/0.

Line service for ag sprayers

State Grants

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

Carroll Aviation	contract	\$ 7,235.00
ADB Safegate	runway lights/repair	969.13
NAPA Auto Parts	equipment repair	2.99
Drees Oil	propane	297.34
Wittrock Motor	December car rental	550.00
Syntech	fuel system repair	322.10
Murray's Welding	bolts & washers	144.92
Fastenal	misc'l supplies	24.80
Raccoon Valley REC	December electric	1,723.85
Carroll Refuse	December garbage	68.83
Drees Co/Ecowater	water cooler/supplies	425.00
McClure Engineering	LED PGT engineering	1,532.00
Carol Schoeppner	secretary contract	350.00
ADB Safegate	runway lights	371.35

A motion by Comm. Siemann and seconded by Comm. Fulton was made to approve the bills as presented to the Carroll Airport Commission. All present voted aye. Nays: None Absent: Gene Vincent Abstain: None. Motion carried 4/0.

There being no further business, a motion by Comm. Wittrock and seconded by Comm. Fulton was made to adjourn at 6:26 P.M.. All present voted aye. Nays: None Absent: Gene Vincent Abstain: None. Motion carried 4/0.

The next regular meeting of the Carroll Airport Commission will be February 10, 2025, at the Arthur Neu Airport.

Chairman/Vice-Chairman

ATTEST:

PLANNING AND ZONING COMMISSION
MINUTES OF JANUARY 15, 2025

The Carroll Planning and Zoning Commission met in regular session on January 15, 2025, 5:15 PM, in the Council Chambers, City Hall, 627 N Adams Street. Present: Sylvia Balk-Hanks, Richard Boes, Ron Juergens, Mike Long, Jayne Pietig and Michelle Prichard. Absent: Shelley Diehl, Ron Meiners and Daniel Sturm. Also present: Aaron Kooiker, City Manager, David Bruner, City Attorney and Dan Hannasch, Fire Chief and Building/Fire Safety Official. Chairperson Prichard presided over the meeting.

* * * * *

MOTION by Juergens, second by Long, to elect Michelle Prichard as chairperson. All present voted Aye. Nays: None. Abstain: None. Absent: Diehl, Meiners and Sturm. Motion carried 6-0.

* * * * *

MOTION by Juergens, second by Prichard, to elect Ron Meiners as vice-chairperson. All present voted aye. Nays: None. Abstain: None. Absent: Diehl, Meiners and Sturm. Motion carried 6-0.

* * * * *

MOTION by Juergens, second by Boes, to approve the minutes of the August 14, 2024, as mailed. All present voted Aye. Nays: None. Abstain: None. Absent: Diehl, Meiners and Sturm. Motion carried 6-0.

* * * * *

Sylvia C. Nagl, Trustee of the Nagl Family Revocable Trust Agreement, has submitted and is requesting approval of an application for a Minor Subdivision to be named Nagl Family Minor Subdivision, in the Southwest Quarter of the Northwest Quarter of Section 34, Township 84 North, Range 35 West of the 5th P.M., Carroll County, Iowa. The current deed holder is the Nagl Family Revocable Trust dated March 15, 2019. The subdivision is located south of 210th St and east of Jade Ave. The property is outside the corporate limits for the City of Carroll; however, it is within the City's 2-mile review area. No comments from the public, written or verbal, were presented and no one present opposed. MOTION by Juergens, second by Boes to recommend to the City Council approval of the Nagl Family Minor Subdivision, in the Southwest Quarter of the Northwest Quarter of Section 34, Township 84 North, Range 35 West

of the 5th P.M., Carroll County, Iowa. All present voted aye. Nays: None. Abstain: None. Absent: Diehl, Meiners and Sturm. Motion carried 6-0.

* * * * *

MOTION by Juergens, second by Prichard, to adjourn at 5:25 PM. All present voted Aye. Nays: None. Abstain: None. Absent: Diehl, Meiners and Sturm. Motion carried 6-0

Michelle Prichard, Chairperson

Aaron Kooiker, City Manager

DRAFT

CARROLL PUBLIC LIBRARY MONTHLY ACTIVITY REPORT

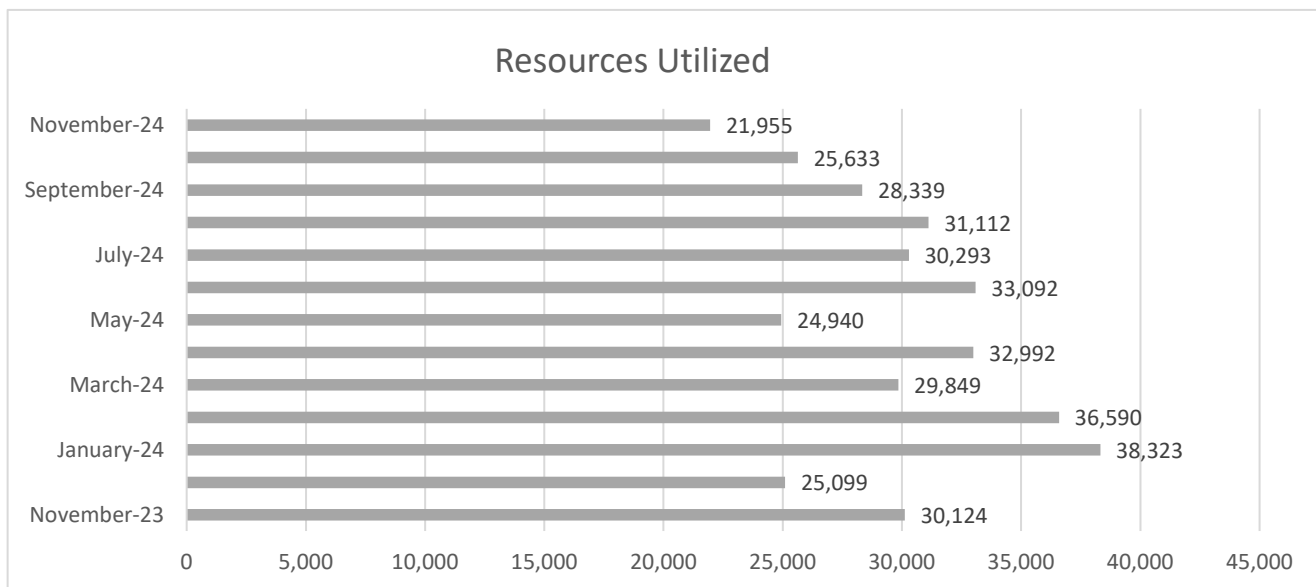
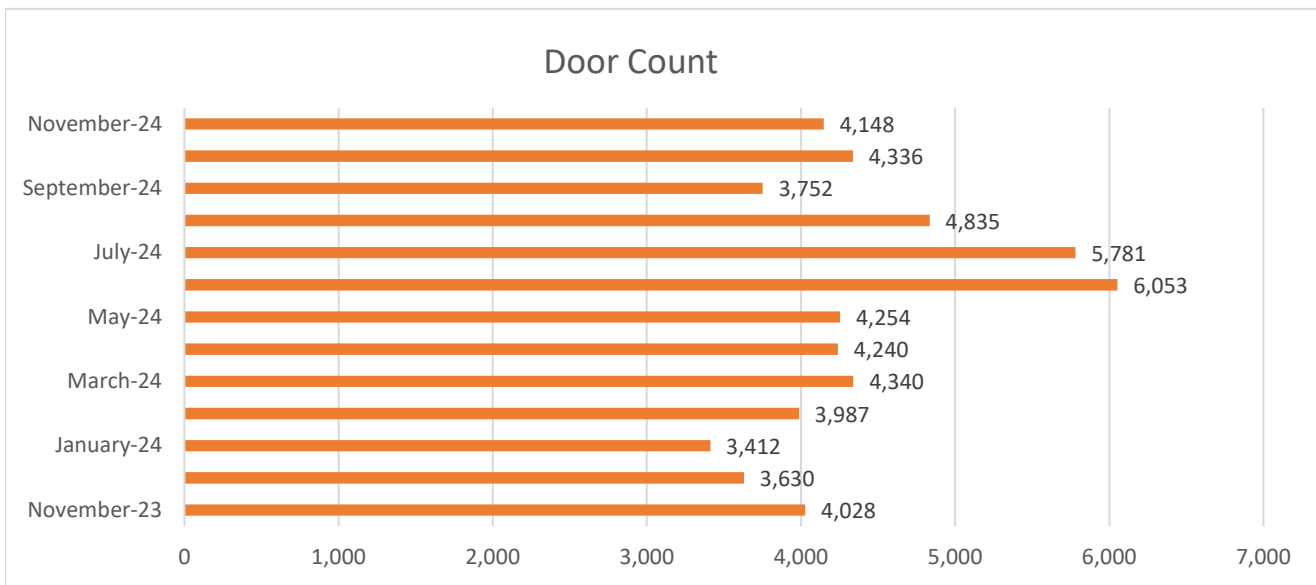
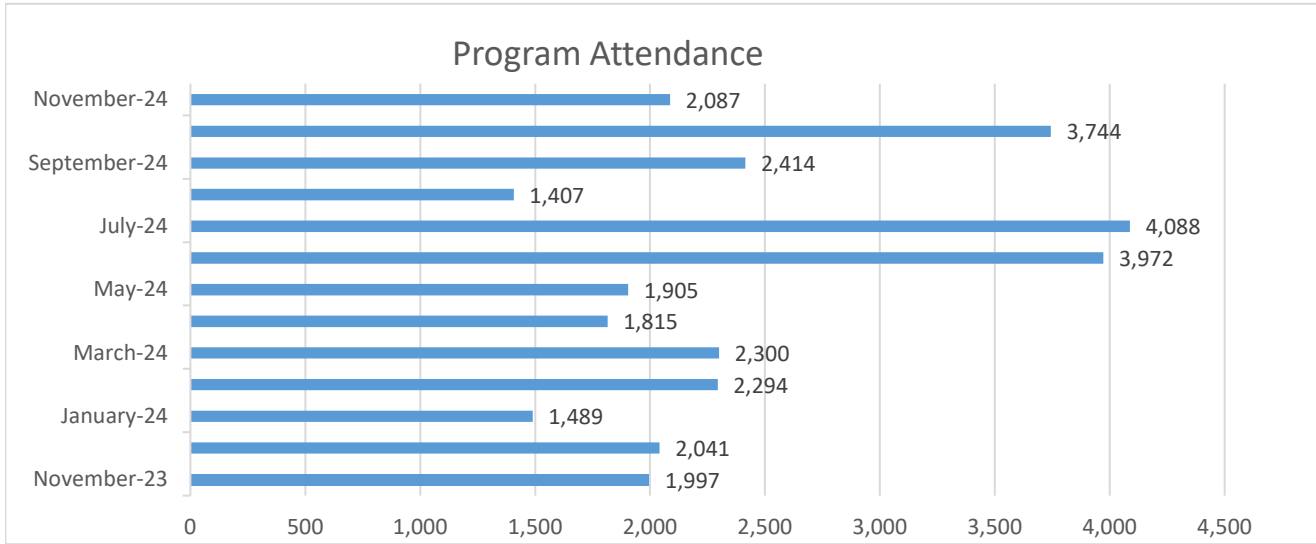
November 2024



Monthly Statistics:		Adult/Family Program Attendance:		Children's Programs:	
Total Print Circulation	7,423	Crafty Library Ladies (4)	48	Storytime (6)	88
BRIDGES Circulation	1,917	Trivia Night	6	Craft Kits	160
Blackstone Unlimited	6	NAMI (4)	32	Coloring Pages	230
Public Computer Use	195	Tech Friday	4	Book Visits (14)	279
Wi-Fi Use	572	Book Clubs (2)	16	Read, Play, Grow	10
Website Visits	5,335	Alzheimer's Education (3)	6	Drop-offs – daycare/school	4
Daily Times Herald Archive	4,020	Carroll County: Turkeys	21	Preschool Field Trips (4)	107
Breda & Glidden News	475	Alzheimer's Support Group	8		
Consumer Reports	103	Read-a-Loud (4)	119	Fairview Outreach (16)	305
Learning Express	0	Senior Book Drops	6	ISU Maker Day	25
Freegal	938	Bingo	6	Homeschool Crafts	17
Kanopy	36	Coffee & Coloring (2)	56		
Transparent Language	3	Virtual Author Talks (4)	21	Dungeons & Dragons	11
LinkedIn Learning	28	Euchre Night	5	Teen Book Club	1
Brainfuse	0	Author Visit: Cowan	9	CMS Book Club (3)	20
Niche Academy	0	Thread Headz Quilters	9	CMS Lego Club (3)	86
Virtual Author Talks	754	NAMI Lunch & Learn	8		
November Program Guides	150			Puzzles (10 finished)	96
		Culture ALL Dance Class	7		
Total Resources Utilized	21,955	Maker Space Craft: Leaf	9	Study Room Use	135
		Puzzle Competition	15	Meeting Room Use	45
		Turkey Scavenger Hunt	23	Makers/Craft Room Use	24
				Curbside Pickup	10
Members Saved		\$111,275.32	Total Program Attendance	2,087	
Members Saved Calendar 2024		\$1,318,793.67	Monthly Door Count	4,148	
Members Saved FY25 to Date		\$604,843.21	New Library Cards Issued	84	

Special activities/accomplishments:

- Children's Programs:** This month we welcomed the Kuemper preschool classes for a library field trip, including library cards, a library tour, and craft. We continued our outreach to Fairview elementary and the Carroll Middle School for book club and Lego club. The homeschool group did the turkey scavenger hunt and turkey crafts.
- Adult/Family Programs:** Virtual Author Talks continue to have good usage on the previously recorded sessions, and we are getting some live viewership both at the library and online. Iowa author Michelle Cowan came to talk about her book *Better Not Bitter*. We also offered a card game night (Euchre) and we have been asked to offer that again in December.
- Maker Space:** We offered an embroidered leaf applique craft this month which taught sewing skills (including sewing buttons). Jeff and Marilyn are planning to be back in the Maker Space in December for Snap Circuits and working on some STEM 1-on-1 or small group classes.



Director's Report

December 2024



Library Hours/Closures: The library will be closing at 2 pm on December 24th and December 31st for the half-day holidays. We will be closed all day on December 25 and January 1, 2025.

Library Trustees: Applications for the two open library trustee positions have been turned in at City Hall. The mayor will be appointing those trustees at the December 16 meeting, and we will be welcoming those new trustees at the January board meeting. I would like to thank Thomas Parrish and Marcie Hircock for their time on the library board!

Personnel: We received 13 applications for the adult services librarian position. I am getting some interviews scheduled and have sent letters to the other applicants thanking them for their time applying for this position. I am hoping to bring my recommendation for filling this position to the January library board meeting.

Programs: Looking ahead to January, we have a few special programs above and beyond our regularly scheduled programming:

- Maker Space – Winter Night Sky Art
- Maker Day – Color Creation with ISU Extension
- Ag Coffee Series with ISU Extension: Soil Health – this series is an extension of the Farmer's Coffee that we offered in the past
- Winter Night Skies with Carroll County Conservation
- Three Live Virtual Author Visits sponsored by Commercial Savings Bank – one of these programs is a conversation with a literary agent who will be talking about what you can expect after you are done writing a book.

Equipment: Computer Repair and Service has provided us with a quote to replace the rest of the library computers that are not able to be updated to Windows 11. We included the price for these computers in the FY25 re-estimate to the city. This estimate includes three laptops for use in Maker Space coding and Cricut programming, one staff laptop which is used primarily in program presentations and board meetings, two Chrome boxes for our self-check stations, and nine public computers. This quote also includes nine cables for connecting the monitor to the computer, which are as needed, and disposal of the old computers. Jeff Halbur has expressed interest in the current Maker Space laptops in lieu of paying Computer Repair and Service to dispose of those.

Accreditation Planning: Goals and objectives for each of the service responses you selected at the October meeting are included in the rough draft of the Carroll Public Library Long Range Plan 2025-2029. Starting a new strategic plan is a huge undertaking and hopefully results in a document that the director, library staff, and library board are excited about. I feel this strategic plan is ambitious with a timeline that is realistic, but it is going to take some focus to make sure it gets accomplished. However, it is important to note here that it is a working document meant to be reviewed every quarter to see the progress that we have made. If we happen to run into a snag on a section for whatever reason or if we decide to go in a different direction, our plan can be modified. For our 2030 accreditation, we can look at this plan to see if it just needs to be adjusted or if we feel like an entirely new plan is needed.

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When the Long-Range Plan has been approved by the library board, I would be proud to present it to the Library Foundation and the city council as well as making it available for the public at the library and on our website.

Facilities: The Parks Department has done their pruning of the bushes and shrubs around the building and have gotten the grounds ready for the winter. When they were finished, we had a conversation about how they would like to replace the trees on the east side of the library with trees that would be easier to maintain and keep looking nice. This section of the library grounds is not currently used for anything, and I think replacing the trees would be a good time to also start looking at that space to see if there is another purpose for that space, like adding a couple benches or looking at adding a public art installation there. This would be a great opportunity to partner with the Library Foundation as well as the City of Carroll for that project. It might even work well into the funding request that I would like to make of the Library Foundation.

Carroll Public Library Foundation Request: The Library Foundation was slated to meet at the library on December 5 but needed to be postponed to January 9. In preparation for that meeting, I had a meeting with Foundation President Cecilia Comito to finalize our agenda. In the course of that meeting, I shared with Cecilia my intent to start working towards an application for the National Endowments of the Arts Big Reads Grant for the FY2026-2027 grant cycle. This program is all about fostering connections in your community through art and literature with everyone reading one book and having various programming. I would love to get into all the specifics of the requirements and timelines, but I feel at this time the most important pieces to note are that the grant must be applied for by a non-profit, must be partnered by a library, and is a matching funds grant for up to \$20,000 for a total project cost of up to \$40,000.

While this grant would be applied for by the Library Foundation with them providing the matching funds, I would love to have the endorsement of the Library Board to approach the Library Foundation with the request for matching funds and to pursue the NEA Big Reads Grant.

Library Board Minutes
December 16, 2024

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

Parrott called the meeting to order at 5:30 pm. It was moved by Parrish and seconded by Schmidt to approve the agenda. All voted aye. Nays: none. Abstain: none. Absent: Cook and Perkins. Motion passed 7-0.

Minutes Approval: It was moved by Auen to approve the minutes from November 18th. The motion was seconded by Hircock. All voted aye. Nays: none. Abstain: none. Absent: Cook and Perkins. Motion passed 7-0.

Financials/Approval of bills: von Qualen motioned to approve bills with a second by Parrish. All voted aye. Nays: none. Abstain: none. Absent: Cook and Perkins. Motion passed 7-0.

Public Comment: none

Old Business: Computer Replacement Quote: Hogue motioned to approve the quote from Computer Repair and Service to replace the library computers. The motion was seconded by Schmidt. All voted aye. Nays: none. Abstain: none. Absent: Cook and Perkins. Motion passed 7-0.

New Business: 2025 Holiday Schedule: Parrish motioned to approve the list of holiday closures as presented by Johnson and closing the library as unpaid holidays on April 19th and July 5th. Hircock seconded. All voted aye. Nays: none. Abstain: none. Absent: Cook and Perkins. Motion passed 7-0.

Exiting Board members: Hircock and Parrish resigned their positions on the board, and new members will be appointed.

Annual survey FY2024: Johnson reviewed statistics comparisons between comparable libraries. No action needed.

Adult Services Librarian Rate of Pay: no action taken, discussion on hold pending interviews.

Director's Report: Door count is consistently over 4,000 per month and virtual author talks are still going well. Multiple applications received for the open Adult Librarian position with interviews starting.

Perkins arrived at 5:51pm

Board Education/Accreditation Prep: Strategic Plan: Goals and Objectives for each Service Response: Johnson reviewed the action plan in place for the 2025-2029 long range strategic plan. von Qualen motioned to approve the strategic plan with a second by Schmidt. All voted aye. Nays: none. Abstain none. Absent: Cook. Motion passed 8-0.

Agenda Items for Next Meeting: Welcome new board members and 2025 election of officers.

Adjourn: Schmidt motioned to adjourn at 6:22pm with a second from Hircock. All voted aye. Nays: none. Abstain: none. Absent: Cook. Motion passed 8-0.

Next Regular meeting- January 20, 2025, at Carroll Public Library: Community Meeting Room—118 E. 5th St, Carroll, IA 51401.