



City Council Meeting

Monday, February 10, 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 27, February 3 and 5, 2025 Meetings

b. Approval of Bills and Claims

c. Licenses and Permits: None

- Renewal of Class "E" Retail Alcohol License - *Kimmes Carroll Country Store #1*
- Renewal of Class "B" Retail Alcohol License – *Kimmes Carroll Country Store #15*

d. Applications for Tax Abatement under the Carroll Urban Revitalization Plan

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

- None

7. Reports

- a. Vacation Disposal of East Street
- b. Heavy Duty Truck Purchase
- c. CBD Street Resurfacing - 2024

- Change Order No. 1

d. Twelfth Street Reconstruction

- Pavement Width Selection

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

and item 7.a - [January 27, 2025](#) – Twelfth Street Reconstruction - Pavement Width Selection

e. FY 2025/2026 Budget Discussion

A copy of the 2025-2026 Preliminary Budget can be found using this [link](#).

8. Committee Reports (Informational Only)

9. Comments from the Mayor

10. Comments from the City Council

11. Comments from the City Manager

12. Closed Session Per Iowa Code 21.5(1)(j) - Potential Purchase of Real Estate

13. Adjourn

February Meetings:

* 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.

COUNCIL MEETING

JANUARY 27, 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 Schreck, to approve the following items on the consent agenda: a) minutes of the January 13, 2025 meeting, as written; b) bills and claims in the amount of \$548,061.52; and 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* and Renewal of Special Class "C" Retail Alcohol License – *GMB Foods Inc./Godfather's Pizza*. On roll call, all present voted aye. Nays: None. Abstain: None. Absent: None. Motion carried 6-0.

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Vicki Gach, Carroll Historic Preservation Commission Member, addressed Council regarding the Historic Preservation Commission's annual report 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 Resolution No. 25-05, Reimbursement Resolution for the General Obligation Capital Loan Notes, Series 2026A for certain original expenditures paid in connection with the Wastewater Treatment Plant Digester & VLR Air Piping Improvements Project and the purchase of a fire water tanker truck. 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 Resolution No. 25-06, 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. On roll call, all present voted aye. Nays: None. Abstain: None. Absent: None. Motion carried 6-0.

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Council discussed a pavement width selection for the Twelfth Street Reconstruction Project. Mark Beardmore, Carroll resident, addressed Council on this issue. No Council action taken.

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Staff presented the proposed Capital Improvement Plan (CIP) as part of the FY 2025/2026 proposed budget. No Council action taken.

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Scott Johnson, Carroll County Board of Supervisors, was asked to address Council during the comments time regarding the 28E Zoning Agreement in the 2-mile area. No Council action taken.

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It was moved by Bordenaro, seconded by Atherton, to adjourn at 6:28 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

COUNCIL MEETING
FEBRUARY 3, 2025

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

The Carroll City Council met in special session on this date at 5:15 p.m. in the Council Chambers, City Hall, 627 N Adams Street. Members present: 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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Council continued discussions on the FY 2025/2026 budget proposal. Fire Chief Dan Hannasch presented the Fire Department and Building Department budget requests and City Clerk/Finance Director Laura Schaefer presented the Administration Department requests. No Council action taken.

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Council recessed at 6:26 p.m. and reconvened at 6:52 p.m.

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City Engineer/Public Works Director Randy Krauel presented the Public Works Department requests. No Council action taken.

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It was moved by Bordenaro, seconded by Atherton, to adjourn at 8:11 p.m. On roll call, all present voted aye. Nays: None. Abstain: None. Absent: None. Motion carried: 6-0.

ATTEST:

Gerald H. Fleshner, Mayor

Laura A. Schaefer, City Clerk

COUNCIL MEETING
FEBRUARY 5, 2025

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

The Carroll City Council met in special session on this date at 5:15 p.m. in the Council Chambers, City Hall, 627 N Adams Street. Members present: 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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Council continued discussions on the FY 2025/2026 budget proposal. Police Chief Brad Burke presented the Police Department budget requests and Library Director Wendy Johnson presented the Library requests. No Council action taken.

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Council recessed at 6:03 p.m. and reconvened at 6:09 p.m.

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City Clerk/Finance Director Laura Schaefer presented various other areas of the FY 2025/2026 budget requests. No Council action taken.

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Council recessed at 6:33 p.m. and reconvened at 6:46 p.m.

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Parks & Recreation Director Chad Tiemeyer presented the Parks & Recreation Department requests. No Council action taken.

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It was moved by Bordenaro, seconded by Atherton, to adjourn at 8:02 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 02/10/2025

By Vendor Filed As

Payment Dates 1/28/2025 - 2/10/2025

Payable Number	Description (Item)	Payment Number	Payment Date	Amount
Vendor Filed As: 003940 - A T & T MOBILITY				
287314044451X02062025	PD - CELL PHONES	133151	02/05/2025	824.03
287314044451X02062025	FD - CELL PHONES	133151	02/05/2025	31.48
287314044451X02062025	BLDG - CELL PHONES	133151	02/05/2025	13.48
Vendor Filed As 003940 - A T & T MOBILITY Total:				868.99
Vendor Filed As: 001704 - ACCO				
0250129-IN	RC - CHEMICAL TUBING			164.13
0250205-IN	RC - POOL/SPA CHLORINE			1,541.60
Vendor Filed As 001704 - ACCO Total:				1,705.73
Vendor Filed As: 001621 - ACE HARDWARE				
328773	RC - CLEANER & SAUNA LIGHT...			15.97
328821	RC - TREADMILL CORD END			8.99
328832	RC - TREADMILL CORDS			-2.00
328850	PARKS - SAND BELT, DISC & B...			45.95
328868	RC - BB BACKBOARD REPAIR P...			72.93
328871	RC - BB BACKBOARD PARTS R...			-44.98
328906	RC - POOL SPA TEST KIT			34.99
328919	RC - SQUARE FLOORING			11.99
328953	PARKS - SPRAY PAINT			18.97
329016	RC - PRY BAR FLOORING			13.99
329105	RC - PAINT, CLEANER, KEY RING			17.69
329142	RC - KEYS			9.98
Vendor Filed As 001621 - ACE HARDWARE Total:				204.47
Vendor Filed As: 003484 - ADAPTIVE AUDIOL				
104031	PRE EMPLOY HEARING TEST H...			35.00
Vendor Filed As 003484 - ADAPTIVE AUDIOL Total:				35.00
Vendor Filed As: 001698 - ADVANCED LASER				
47527	PD - INK CARTRIDGES			199.90
Vendor Filed As 001698 - ADVANCED LASER Total:				199.90
Vendor Filed As: 002370 - ARNOLD MOTOR SU				
07CR015996	RUT - BATTERIES RETURNED			-411.98
07NV153611	RUT - SALT LIFT - RUST STOPP...			317.97
07NV153684	WATER - WINDSHIELD WIPERS...			29.98
07NV153720	WWTP - #42 - GASKET & OIL FL...			40.77
07NV153994	RUT - BATTERIES			411.98
07NV154171	RUT - #29 STICKER REMOVAL			172.02
Vendor Filed As 002370 - ARNOLD MOTOR SU Total:				560.74
Vendor Filed As: 036283 - ASCENDANCE TRUCKS MIDWEST LLC				
X302003102.01	RUT - #24 OIL FILTER			287.23
XA302003177.01	RUT - #24 AIR & DIESEL EXHA...			178.42
Vendor Filed As 036283 - ASCENDANCE TRUCKS MIDWEST LLC Total:				465.65
Vendor Filed As: 002520 - AUDITOR OF STAT				
INV0001550	FY 24 AUDIT FILING FEE			850.00
Vendor Filed As 002520 - AUDITOR OF STAT Total:				850.00
Vendor Filed As: 001943 - BAUER BUILT TIR				
120192802	PARKS - DODGE TIRES AND AL...			527.94
Vendor Filed As 001943 - BAUER BUILT TIR Total:				527.94
Vendor Filed As: 003515 - BOMGAARS				
21436786	PARKS - PAINT THINNER			10.99
21437008	SEWER - BROOMS			34.99
21437217	GARAGE - DRILL BITS			59.98

COUNCIL CLAIMS 02/10/2025

Payment Dates: 1/28/2025 - 2/10/2025

Payable Number	Description (Item)	Payment Number	Payment Date	Amount
21437475	RUT - BARRICADE BOLTS & FA...			149.88
21442867	PARKS - GARBAGE CAN PAINT			64.99
Vendor Filed As 003515 - BOMGAARS Total:				320.83

Vendor Filed As: 003661 - BREDA TELEPHONE

10893481	LOCAL AND LONG DISTANCE	DFT0000612	02/05/2025	250.25
10893481	LOCAL AND LONG DISTANCE	DFT0000612	02/05/2025	133.48
10893481	LOCAL AND LONG DISTANCE	DFT0000612	02/05/2025	189.29
10893481	LOCAL AND LONG DISTANCE	DFT0000612	02/05/2025	224.70
10893481	LOCAL AND LONG DISTANCE	DFT0000612	02/05/2025	169.48
10893481	LOCAL AND LONG DISTANCE	DFT0000612	02/05/2025	133.48
10893481	LOCAL AND LONG DISTANCE	DFT0000612	02/05/2025	401.67
10893481	LOCAL AND LONG DISTANCE	DFT0000612	02/05/2025	221.18
10893481	LOCAL AND LONG DISTANCE	DFT0000612	02/05/2025	149.59
10893481	LOCAL AND LONG DISTANCE	DFT0000612	02/05/2025	430.95
10893481	LOCAL AND LONG DISTANCE	DFT0000612	02/05/2025	378.53
10893481	LOCAL AND LONG DISTANCE	DFT0000612	02/05/2025	300.98
10893481	LOCAL AND LONG DISTANCE	DFT0000612	02/05/2025	342.94
Vendor Filed As 003661 - BREDA TELEPHONE Total:				3,326.52

Vendor Filed As: 003693 - BRUNER & BRUNER

4368	NUSIANCE 624 SAN SALVADOR			68.00
4368	GENERAL WORK			425.00
4639	POLICE/MAGISTRATE			595.00
4640	NUISANCE 1203 N MAIN ST & ...			170.00
4641	FIRE DEPARTMENT			136.00
Vendor Filed As 003693 - BRUNER & BRUNER Total:				1,394.00

Vendor Filed As: 003700 - BSN SPORTS INC.

928418163	LEISURE PROGRAMS - SOCCER...			4,066.00
Vendor Filed As 003700 - BSN SPORTS INC. Total:				4,066.00

Vendor Filed As: 003791 - CAPITAL ONE

00451	PD - ICE SCRAPER	133141	01/30/2025	4.77
00453	RC - HANGERS	133141	01/30/2025	14.94
01506	LP - BINDERS, PAGE DIVIDERS,...	133141	01/30/2025	52.21
02807	PD - ZIP TIES	133141	01/30/2025	18.84
04479	GARAGE - CLEANING VINEGAR..	133141	01/30/2025	10.62
05435	WWTP - PRINTER INK AND BL...	133141	01/30/2025	115.94
06326	WWTP - SCOURING PADS, TR...	133141	01/30/2025	58.15
06588	PD - APPT BOOK	133141	01/30/2025	9.86
07068	PD - BLEACH FOR DRAINS	133141	01/30/2025	12.32
07101	RC - HANGERS	133141	01/30/2025	7.96
08059	COUNCIL MEETING SUPPLIES	133141	01/30/2025	14.90
08318	LP - WATER, NAPKINS AND LI...	133141	01/30/2025	50.98
3066	RC - PENS AND PAPER CLIPS	133141	01/30/2025	6.98
Vendor Filed As 003791 - CAPITAL ONE Total:				378.47

Vendor Filed As: 004138 - CAPITAL SANITAR

R080734	BLDG - RESTROOM AEROSAL D..			162.00
R080736	CITY HALL PAPER TOWELS			47.00
R080760	RC - URINAL BLOCKS			47.50
R080793	GARAGE - PAPER TOWELS			160.86
R080826	RC - TOWELS, BOWL CLEANER,...			467.53
Vendor Filed As 004138 - CAPITAL SANITAR Total:				884.89

Vendor Filed As: 000747 - CARROLL AUTO SU

358535	RC - TRUCK ANTI-FREEZE			20.78
358608	WATER - #54 OIL CHANGE			31.00
514188	RC - TRUCK WATER PUMP			149.80
Vendor Filed As 000747 - CARROLL AUTO SU Total:				201.58

Vendor Filed As: 004146 - CARROLL CONTROL

5456	CITY HALL - HVAC SYSTEM RE...			392.50
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COUNCIL CLAIMS 02/10/2025

Payment Dates: 1/28/2025 - 2/10/2025

Payable Number	Description (Item)	Payment Number	Payment Date	Amount
5462	RC - HVAC CONTROLS REPAIRS			637.50
Vendor Filed As 004146 - CARROLL CONTROL Total:				1,030.00
Vendor Filed As: 004155 - CARROLL COUNTY				
INV0001570	GASOLINE			1,792.71
INV0001570	GASOLINE			232.25
INV0001570	GASOLINE			42.14
INV0001570	GASOLINE			43.53
INV0001570	GASOLINE			163.33
INV0001570	GASOLINE			57.62
INV0001570	GASOLINE			78.10
INV0001570	GASOLINE			21.14
INV0001570	GASOLINE			2,386.69
INV0001570	GASOLINE			536.30
INV0001570	GASOLINE			471.37
Vendor Filed As 004155 - CARROLL COUNTY Total:				5,825.18
Vendor Filed As: 004170 - CARROLL COUNTY				
25-445	NAGL MINOR SUBD RECORDI...			57.00
Vendor Filed As 004170 - CARROLL COUNTY Total:				57.00
Vendor Filed As: 004174 - CARROLL COUNTY				
INV0001549	PD - JAN FINGERPRINTS			90.00
Vendor Filed As 004174 - CARROLL COUNTY Total:				90.00
Vendor Filed As: 004196 - CARROLL HYDRAUL				
69206	RUT - #24 HYDRAULIC HOSES			38.89
Vendor Filed As 004196 - CARROLL HYDRAUL Total:				38.89
Vendor Filed As: 004200 - CARROLL LUMBER				
449908	RC - CARPET TRIM			64.95
450006	RC - FLOORING GLUE, CAULK			269.61
450113	PARKS - PICNIC TABLE BOARDS			84.00
Vendor Filed As 004200 - CARROLL LUMBER Total:				418.56
Vendor Filed As: 004237 - CARROLL VETERIN				
INV0001547	PD - DOG CARE CONTRACT			650.00
Vendor Filed As 004237 - CARROLL VETERIN Total:				650.00
Vendor Filed As: 001393 - CHAMPION FORD I				
19930	PD - BRAKE REPAIRS			103.95
20070	PD - REPLACE BATTERY			297.14
20284	PD - TIRE SENSORS			512.05
Vendor Filed As 001393 - CHAMPION FORD I Total:				913.14
Vendor Filed As: 004862 - CONTINENTAL RES				
0060401	GC - SLUDGEMEISTER BIO TAB...			1,576.52
0060407	PARKS AIR FRAGRANCE SYST...			935.21
Vendor Filed As 004862 - CONTINENTAL RES Total:				2,511.73
Vendor Filed As: 001384 - COPY SYSTEMS IN				
IN551115	POSTAGE METER INK			13.69
IN551115	POSTAGE METER INK			15.42
IN551115	POSTAGE METER INK			111.15
IN551115	POSTAGE METER INK			71.61
IN551115	POSTAGE METER INK			2.36
Vendor Filed As 001384 - COPY SYSTEMS IN Total:				214.23
Vendor Filed As: 003145 - CORE AND MAIN				
W268815	WATER - METERS & METER P...			2,380.64
W326832	WELLS - BUTTERFLY VALVES W...			2,817.16
Vendor Filed As 003145 - CORE AND MAIN Total:				5,197.80
Vendor Filed As: 005110 - CULLIGAN SOFT W				
INV0001546	FD - SALT FOR SOFTNER			120.40
Vendor Filed As 005110 - CULLIGAN SOFT W Total:				120.40

COUNCIL CLAIMS 02/10/2025

Payment Dates: 1/28/2025 - 2/10/2025

Payable Number	Description (Item)	Payment Number	Payment Date	Amount
Vendor Filed As: 003988 - DAKOTA SUPPLY G				
S104323565.001	WATER - REPAIR SLEEVE, CAP...			486.00
S104388419.001	WATER - HYMAX GRIP COUPL...			1,580.00
Vendor Filed As 003988 - DAKOTA SUPPLY G Total:				2,066.00
Vendor Filed As: 005617 - DEPARTMENT OF I				
301834	WWTP - BOILER INSPECTION			40.00
Vendor Filed As 005617 - DEPARTMENT OF I Total:				40.00
Vendor Filed As: 003618 - DIRECT MAILER				
10441	GC - ADS			49.00
10442	RC - ADS			49.00
Vendor Filed As 003618 - DIRECT MAILER Total:				98.00
Vendor Filed As: 006000 - DLT SOLUTIONS L				
SI684571	WATER - AUTOCAD SUBSCRIPT..			451.86
Vendor Filed As 006000 - DLT SOLUTIONS L Total:				451.86
Vendor Filed As: 006270 - DREES HEATING &				
69223	WWTP - WATER PUMP - WAS...			136.70
71518	RC - CAMERA REPAIRS			206.00
Vendor Filed As 006270 - DREES HEATING & Total:				342.70
Vendor Filed As: 006275 - DREES OIL CO.				
12766	PARKS - PROPANE			256.94
12767	GC - PROPANE			152.24
12998	PARKS - PROPANE			291.73
Vendor Filed As 006275 - DREES OIL CO. Total:				700.91
Vendor Filed As: 012590 - ECHO ELECTRIC S				
S011036420.001	PD - GENERATOR TESTING	133152	02/05/2025	217.31
S011036420.001	LIBRARY - GENERATOR TESTI...	133152	02/05/2025	217.32
S011036436.001	RC - GENERATOR TESTING	133152	02/05/2025	396.00
S011036735.001	RC - 36" LED LIGHT TUBE	133152	02/05/2025	12.47
S011040836.001	WWTP - ELECTRICAL TAPE	133152	02/05/2025	94.85
Vendor Filed As 012590 - ECHO ELECTRIC S Total:				937.95
Vendor Filed As: 003971 - EMPLOYEE BENEFI				
INV0001545	HRA CHECKS	DFT0000598	01/29/2025	1,245.65
000046097	FEB DENTAL INSURANCE PRE...	DFT0000611	02/01/2025	1,850.44
000046097	FEB HEALTH INSURANCE PRE...	DFT0000611	02/01/2025	50,527.44
000046097	FEB VISION INSURANCE PREM...	DFT0000611	02/01/2025	404.42
000046097	FEB LIFE INSURANCE PREMIU...	DFT0000611	02/01/2025	225.01
Vendor Filed As 003971 - EMPLOYEE BENEFI Total:				54,252.96
Vendor Filed As: 008027 - FAREWAY STORES				
00056770	WWTP - LAB DISTILLED WATER			223.44
00131359	COUNCIL BUDGET WORK SESS...			18.66
00131842	BUDGET WORK SESSION			4.99
00178472	COUNCIL - BUDGET WORK SES...			9.99
Vendor Filed As 008027 - FAREWAY STORES Total:				257.08
Vendor Filed As: 008050 - FASTENAL COMPAN				
IACAR198633	SAFETY GLASSES			18.12
Vendor Filed As 008050 - FASTENAL COMPAN Total:				18.12
Vendor Filed As: 006860 - FELD FIRE EQUIP				
INV3736	RUT - FIRE HOSE W/COUPLIN...			119.00
INV4182	GARAGE - QTRLY ALARM MON...			105.00
INV4207	CITY HALL JAN-MAR SECURITY...			120.00
INV4859	PD - FIRE ALARM INSPECTION			299.00
INV4859	LIBRARY - FIRE ALARM INSPEC...			299.00
Vendor Filed As 006860 - FELD FIRE EQUIP Total:				942.00
Vendor Filed As: 008212 - FELDMANN & CO.				
950052557	FY 24 AUDIT SERVICES FINAL			5,667.00
Vendor Filed As 008212 - FELDMANN & CO. Total:				5,667.00

COUNCIL CLAIMS 02/10/2025

Payment Dates: 1/28/2025 - 2/10/2025

Payable Number	Description (Item)	Payment Number	Payment Date	Amount
Vendor Filed As: 002806 - FOUNDATION ANAL				
25-00523	WWTP - LAB TESTING			1,121.75
Vendor Filed As 002806 - FOUNDATION ANAL Total:				1,121.75
Vendor Filed As: 003534 - FUSEBOX MARKETI				
9079	FEB WEB MAINTENANCE			255.00
Vendor Filed As 003534 - FUSEBOX MARKETI Total:				255.00
Vendor Filed As: 009315 - GALLS INC.				
030081623	PD - UNIFORM PANTS			98.51
030117121	PD - NICHOLS BOOTS			174.45
030166181	PD - UNIFORM PANTS			67.67
Vendor Filed As 009315 - GALLS INC. Total:				340.63
Vendor Filed As: 009500 - GEHLING WELDING				
157407	PARKS - SNOW BLOWER REPA...			31.25
Vendor Filed As 009500 - GEHLING WELDING Total:				31.25
Vendor Filed As: 002965 - HOTSY CLEANING				
PSI-313649	GARAGE - FLEET WASH			333.50
Vendor Filed As 002965 - HOTSY CLEANING Total:				333.50
Vendor Filed As: 012520 - IMFOA				
INV0001575	IMFOA DUES			50.00
Vendor Filed As 012520 - IMFOA Total:				50.00
Vendor Filed As: 012552 - INDUSTRIAL BEAR				
IN237748	WWTP - SLUDGE PUMP COUPL..			297.17
IN237807	WWTP - VLR MOTOR BEARIN...			305.09
Vendor Filed As 012552 - INDUSTRIAL BEAR Total:				602.26
Vendor Filed As: 003982 - IOWA INFORMATIO				
38825	"I BELIEVE IN CARROLL" AD			50.00
38826	LEGAL PUBLICATIONS			399.06
Vendor Filed As 003982 - IOWA INFORMATIO Total:				449.06
Vendor Filed As: 012666 - IOWA ONE CALL				
268444	WATER - DEC. ONE CALLS			96.50
Vendor Filed As 012666 - IOWA ONE CALL Total:				96.50
Vendor Filed As: 002994 - IOWA STATE POLI				
INV0001552	GARAGE - SAFETY WORKSHOPS			440.00
Vendor Filed As 002994 - IOWA STATE POLI Total:				440.00
Vendor Filed As: 003722 - iSOLVED BENEFIT				
W38440	JAN FLEX SPENDING PARTICIP...	DFT0000610	02/05/2025	86.40
Vendor Filed As 003722 - iSOLVED BENEFIT Total:				86.40
Vendor Filed As: 000169 - JOHNSON, PERRY				
INV0001576	BLDG - JANUARY MILEAGE INS...			119.70
Vendor Filed As 000169 - JOHNSON, PERRY Total:				119.70
Vendor Filed As: 002453 - LAMBERTZ, JASON				
165583	PRODUCTION COSTS			1,140.00
Vendor Filed As 002453 - LAMBERTZ, JASON Total:				1,140.00
Vendor Filed As: 002331 - MACQUEEN EQUIPMENT LLC				
P25813	SEWER - CAMERA SCREWS			36.00
Vendor Filed As 002331 - MACQUEEN EQUIPMENT LLC Total:				36.00
Vendor Filed As: 001947 - MATHESON TRI-GA				
0030881642	PARKS WELDING HELMET SH...			44.96
Vendor Filed As 001947 - MATHESON TRI-GA Total:				44.96
Vendor Filed As: 002993 - MC CLURE ENGINE				
157227	CBD STREET RESURFACING			3,290.00
157228	12TH ST RECONSTRUCTION			1,225.00
Vendor Filed As 002993 - MC CLURE ENGINE Total:				4,515.00

COUNCIL CLAIMS 02/10/2025

Payment Dates: 1/28/2025 - 2/10/2025

Payable Number	Description (Item)	Payment Number	Payment Date	Amount
Vendor Filed As: 017230 - MC MASTER-CARR				
012125-01	SEWER VIDEO INSPECTION TR...			349.74
Vendor Filed As 017230 - MC MASTER-CARR Total:				349.74
Vendor Filed As: 001324 - METRO WASTE AUT				
INV0001551	WWTP - FLUORESCENT BULB ...			62.10
Vendor Filed As 001324 - METRO WASTE AUT Total:				62.10
Vendor Filed As: 003966 - MICROBAC LABORA				
NT2500509	WATER - MONTHLY BAC TEES			87.50
Vendor Filed As 003966 - MICROBAC LABORA Total:				87.50
Vendor Filed As: 018408 - NAPA AUTO PARTS				
096714	WWTP - ELECTRICAL CONNEC...			17.49
096806	SEWER - GENERATOR OIL FILT...			17.71
097175	RUT - #28 REVERSE LIGHTS			114.66
Vendor Filed As 018408 - NAPA AUTO PARTS Total:				149.86
Vendor Filed As: 036361 - NATIONAL CONSTRUCTION RENTALS				
7705403	NW PARK - PROTECTIVE FENCE			1,899.84
Vendor Filed As 036361 - NATIONAL CONSTRUCTION RENTALS Total:				1,899.84
Vendor Filed As: 020203 - OFFICE STOP, TH				
322334	GARAGE - DAILY APPT BOOK			28.41
322536	CITY HALL - OFFICE COPY PAP...			230.00
Vendor Filed As 020203 - OFFICE STOP, TH Total:				258.41
Vendor Filed As: 021050 - P & H WHOLESALE				
S03065730.001	WTP - FITTINGS FOR NEW PU...	133153	02/05/2025	30.05
Vendor Filed As 021050 - P & H WHOLESALE Total:				30.05
Vendor Filed As: 001949 - PERFORMANCE TIR				
0178782	PD - #19 OIL CHANGE			67.58
0178784	PD - #18 OIL CHANGE			46.18
0178786	PD - #14 OIL CHANGE			46.18
0178787	PD - #16 OIL CHANGE			45.28
0178794	PD - #20 OIL CHANGE			46.18
0178796	PD - #17 OIL CHANGE/TIRE RO...			46.18
Vendor Filed As 001949 - PERFORMANCE TIR Total:				297.58
Vendor Filed As: 036364 - PETER BROWN				
INV0001574	GOLF MEMBERSHIP REFUND	133156	02/05/2025	16.67
INV0001574	GOLF MEMBERSHIP REFUND	133156	02/05/2025	46.67
Vendor Filed As 036364 - PETER BROWN Total:				63.34
Vendor Filed As: 003127 - PLANET TECHNOLO				
I011178	PD - MICROSOFT 360 SOFTW...			121.44
Vendor Filed As 003127 - PLANET TECHNOLO Total:				121.44
Vendor Filed As: 000625 - PRODUCTIVITY PL				
CB86748A	CEMETERY - BUSHINGS, PIN, ...	133149	02/05/2025	217.29
CB86880	RUT - #33 HYDRAULIC OIL	133149	02/05/2025	118.75
CB87071	RUT - #33 OIL CHANGE	133149	02/05/2025	555.94
Vendor Filed As 000625 - PRODUCTIVITY PL Total:				891.98
Vendor Filed As: 002822 - PUDENZ, PATRICK				
INV0001544	STEEL TOED BOOTS	133140	01/30/2025	171.19
Vendor Filed As 002822 - PUDENZ, PATRICK Total:				171.19
Vendor Filed As: 004076 - RAGALLER DRYWAL				
2342	MUSEUM - DEMO WALL			796.00
Vendor Filed As 004076 - RAGALLER DRYWAL Total:				796.00
Vendor Filed As: 004030 - RASCH CONSTRUCT				
INV0001553	ADAMS STREET RECONSTRUCT..			181,448.11
Vendor Filed As 004030 - RASCH CONSTRUCT Total:				181,448.11
Vendor Filed As: 023640 - RAY'S REFUSE SE				
INV0001572	JAN TRASH COLLECTIONS	133154	02/05/2025	38,037.75
INV0001548	JAN GARBAGE PICKUP			39.68

COUNCIL CLAIMS 02/10/2025

Payment Dates: 1/28/2025 - 2/10/2025

Payable Number	Description (Item)	Payment Number	Payment Date	Amount
INV0001548	JAN GARBAGE PICKUP			54.94
INV0001548	JAN GARBAGE PICKUP			39.68
INV0001548	JAN GARBAGE PICKUP			193.41
INV0001548	JAN GARBAGE PICKUP			148.79
INV0001548	JAN GARBAGE PICKUP			52.32
INV0001548	JAN GARBAGE PICKUP			82.40
INV0001548	JAN RECYCLING PICKUP			9.92
INV0001548	JAN GARBAGE PICKUP			29.73
INV0001548	JAN GARBAGE PICKUP			225.09
INV0001548	JAN GARBAGE PICKUP			136.00
Vendor Filed As 023640 - RAY'S REFUSE SE Total:				39,049.71
Vendor Filed As: 023815 - REGION XII COG				
INV0001573	JAN TAXI PROGRAM DONATI...	133155	02/05/2025	1,680.00
Vendor Filed As 023815 - REGION XII COG Total:				1,680.00
Vendor Filed As: 003503 - RFG LOGISTICS I				
389895	RUT - ROAD ROCK SALT			2,586.13
389896	RUT - ROAD ROCK SALT			2,127.13
389897	RUT - ROAD ROCK SALT			2,129.25
Vendor Filed As 003503 - RFG LOGISTICS I Total:				6,842.51
Vendor Filed As: 002977 - SGS LLC				
INV0001571	JAN TRASH COLLECTIONS	133150	02/05/2025	14,685.59
Vendor Filed As 002977 - SGS LLC Total:				14,685.59
Vendor Filed As: 025250 - SHERWIN WILLIAM				
7592-3	PARKS - PICNIC TABLE PAINT			63.24
7741-6	PARKS - PICNIC TABLE PAINT			63.24
7762-2	RC - WALL PAINT			114.86
Vendor Filed As 025250 - SHERWIN WILLIAM Total:				241.34
Vendor Filed As: 028180 - STATE HYGIENIC				
294450	WATER - BAC-TEES SAMPLE A...			72.50
294452	RC - WATER SAMPLE ANALYSIS			45.50
Vendor Filed As 028180 - STATE HYGIENIC Total:				118.00
Vendor Filed As: 025880 - STONE PRINTING				
113989	WATER - UTILITY BILLING FO...			461.80
113996	CITY HALL - ENVELOPES, FILE ...			60.09
114023	RC - PENS, PAPER, SCRATCH P...			299.94
114076	CITY HALL WALL HANGING STR..			10.04
Vendor Filed As 025880 - STONE PRINTING Total:				831.87
Vendor Filed As: 003760 - TRITECH SOFTWARE				
430687	GIS - LUCITY YEARLY MAINT. F...			5,641.97
Vendor Filed As 003760 - TRITECH SOFTWARE Total:				5,641.97
Vendor Filed As: 036362 - TRUCK EQUIPMENT INC				
317251	CEMETERY -TAILGATE SPREAD...			880.00
Vendor Filed As 036362 - TRUCK EQUIPMENT INC Total:				880.00
Vendor Filed As: 003220 - TURFWERKS				
JI96240	GC - SHOULDER BOLTS			227.90
Vendor Filed As 003220 - TURFWERKS Total:				227.90
Vendor Filed As: 028174 - UNITED STATES C				
0703937464	CELL PHONES	133144	01/30/2025	39.47
0703937464	CELL PHONES	133144	01/30/2025	75.59
0703937464	CELL PHONES	133144	01/30/2025	13.16
0703937464	CELL PHONES	133144	01/30/2025	13.16
0703937464	CELL PHONES	133144	01/30/2025	13.16
0703937464	CELL PHONES	133144	01/30/2025	58.26
Vendor Filed As 028174 - UNITED STATES C Total:				212.80

COUNCIL CLAIMS 02/10/2025

Payment Dates: 1/28/2025 - 2/10/2025

Payable Number	Description (Item)	Payment Number	Payment Date	Amount
Vendor Filed As: 028435 - UTILITY EQUIPME				
20059526-000	WATER - REPAIR CLAMP			235.56
Vendor Filed As 028435 - UTILITY EQUIPME Total:				235.56
Vendor Filed As: 028814 - VAN METER COMPA				
S01364771.001	WTP ELECTRIC CORDS FOR P...			31.99
S013682263.001	PARKS SS SHELTER - LIGHT BU...			136.75
S13679845.001	WATER - HSP #3 FUSE			446.21
Vendor Filed As 028814 - VAN METER COMPA Total:				614.95
Vendor Filed As: 029010 - VEENSTRA & KIMM				
27366-13	WWTP DIGESTER & VLR AIR PI...			1,487.50
27366-14	WWTP DIGESTER & VLR AIR PI...			77.00
Vendor Filed As 029010 - VEENSTRA & KIMM Total:				1,564.50
Vendor Filed As: 029009 - VESSCO INC.				
096436	WTP - 2 PUMPS FOR TREATM...			12,916.70
Vendor Filed As 029009 - VESSCO INC. Total:				12,916.70
Vendor Filed As: 036211 - WAUSAU EQUIPMENT CO				
9333210	RUT - #33 V-PLOW REPAIRS			638.75
Vendor Filed As 036211 - WAUSAU EQUIPMENT CO Total:				638.75
Vendor Filed As: 003970 - WORLDWIDE EXPRE				
2501170588	FREIGHT W/E 1/22/2025	133142	01/30/2025	24.95
2501170588	FREIGHT W/E 1/22/2025	133142	01/30/2025	22.86
2501217562	FREIGHT W/E 1/29/2025	133143	01/30/2025	24.95
2501217562	FREIGHT W/E 1/29/2025	133143	01/30/2025	23.10
Vendor Filed As 003970 - WORLDWIDE EXPRE Total:				95.86
Grand Total:				381,599.38

Report Summary**Fund Summary**

Fund	Expense Amount	Payment Amount
001 - GENERAL FUND	94,032.00	59,203.71
010 - HOTEL/MOTEL TAX	50.00	0.00
110 - ROAD USE TAX FUND	11,920.71	674.69
121 - LOCAL OPTION SALES TAX	334.56	0.00
304 - C.P. STREETS	185,963.11	0.00
600 - WATER UTILITY FUND	29,305.93	930.65
610 - SEWER UTILITY FUND	4,175.61	657.84
612 - SEWER UTILITY CAP. IMP.	1,564.50	0.00
850 - MEDICAL INSURANCE FUND	54,252.96	54,252.96
Grand Total:	381,599.38	115,719.85

GROSS PAYROLL \$229,701.51

City of Carroll

627 N. Adams Street

Carroll, Iowa 51401

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Aaron Kooiker, City Manager

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

DATE: February 3, 2025

SUBJECT: Applications for Tax Abatement under the Carroll Urban Revitalization Plan

Attached is a listing of applications filed for tax abatement relating to various improvements at properties within the Carroll Urban Revitalization Area. Staff has reviewed the applications and have found these applications to comply with the requirements of the City's Urban Revitalization Plan ("Plan") that was adopted February 25, 2019 and amended 2021 and 2023.

RECOMMENDATION: Council consider approval of a resolution approving the attached tax abatement applications.

RESOLUTION NO. 25-

RESOLUTION TO APPROVE TAX ABATEMENT

WHEREAS, on February 25, 2019 the City of Carroll adopted an Urban Revitalization Plan with a tax abatement provision to encourage improvements to single family dwellings and multi-residential properties, and

WHEREAS, the plan was amended on November 22, 2021 and amended again on June 23, 2023, and

WHEREAS, the attached list of individuals or entities have applied for tax abatement for improvements to their residential or multi-residential properties within the City of Carroll, in conformance with the City's Plan.

NOW, THEREFORE, be it resolved by the City Council of Carroll, Iowa, that tax abatement be granted for the attached listing of properties located in Carroll, Iowa.

BE IT FURTHER RESOLVED that a certified copy of this resolution with a copy of the applications for abatement shall be forwarded to the Carroll County Assessor.

PASSED AND APPROVED by the City Council of the City of Carroll, Iowa, this 10th day of February, 2025.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Gerald H. Fleshner, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

Tax Abatement Applications
February 10, 2025

Eligible for five years of tax abatement:

<u>Name</u>	<u>Address</u>	<u>Parcel ID</u>	<u>Legal Description</u>
Kevin & Lyndsie Kammin	1001 Northridge Drive	07-19-430-017	Lot 9, Block 5, Northridge Fourth Subdivision Phase Three
Lynn & Brenda Heuton	1527 Woodland Drive	07-19-430-015	Lot 11, Block 5, Northridge Fourth Subdivision Phase Three
Jay & Margaret Halbur	957 Boorkdale Drive	06-36-252-001	Lot 3, Timber Creek East Subdivision Plat 3

APPLICATION FOR TAX ABATEMENT UNDER THE CITY OF CARROLL URBAN REVITALIZATION PLAN

Please type or print

Applicant (Owner of Record): Kevin & Lyndsie Kammin

Address: 1001 Northridge Drive

City: Carroll State: IA

Phone: 712 249 3048

Name of Other Owners of Record (if any): _____

Address: _____

City: _____ State: _____

Phone: _____

Legal Description or Parcel Number: 0719430017

Existing Property Use

☐ Agricultural

☒ Residential

☐ Commercial

☐ Vacant

Current Property Value (from assessor's records)

Land: \$ 71,700

Building(s): \$ 75,970

Type of Improvements (check one):

☒ New construction on vacant land

☐ Addition(s) to existing structure

☐ Replacement of existing structure(s)

Brief Description of Project: Construct primary residence

Estimated Cost of Actual Improvements: \$ 395,000

Start Date: October 2023

Estimated or Actual Completion Date: July 2024

Tax Exemption Schedule

Check the tax exemption schedule for which you are applying. (check only one)

- ☐ 1A. All Qualified Real Estate assessed as multiresidential property prior to January 1, 2022, if the multiresidential property consists of three (3) or more separate living quarters with at least seventy-five percent (75%) of the space used for residential purposes, shall receive an exemption from taxation on the first seventy-five thousand dollars (\$75,000) of actual value added per living quarter by the Improvements for a period of five (5) years.
- ☒ 1B. All Qualified Real Estate assessed as residential property under Iowa Code Section 441.21(14)(a)(6) (three or more separate dwelling units) on or after January 1, 2022 shall receive an exemption from taxation on the first seventy-five thousand dollars (\$75,000) of actual value added per living quarter by the Improvements for a period of five (5) years.
- ☒ 2. All Qualified Real Estate assessed as residential which is not classified under Iowa Code Section 441.21(14)(a)(6) shall receive an exemption from taxation on the first seventy-five thousand dollars (\$75,000) of actual value added by the Improvements for a period of five (5) years.
-

If residential rental property, complete the following:

Number of units: 3

Number of tenants being relocated and relocation assistance (Continue on a separate sheet if necessary)

<u>Tenant</u>	<u>Date of Occupancy</u>	<u>Relocation Benefits</u>


Note: No change may be made once an application is approved and an exemption is granted.

Acknowledgments:

A copy of the building permit (if required) is attached.

The property to which improvements are made conform to all applicable city codes and anticipated improvements conform to the Carroll Urban Revitalization Plan as adopted.

The applicant certifies that all information in this application and all information provided in the support of this application is given for the purpose of obtaining an exemption from taxes on improvements and/or new construction, and is true and complete to the best of the applicant's knowledge.

Applicant's Signature:  Date Signed: 11/3/22

City Council Action:

_____ Approved Resolution No. _____ Date: _____

_____ Disapproved _____ Date: _____

Reason for disapproval: _____

County Assessor Action:

_____ Approved _____ Date: _____

_____ Disapproved _____ Date: _____

Reason for disapproval: _____

Date of Notification of Determination Sent to Applicant: _____

CITY OF CARROLL

BUILDING PERMIT

THIS FORM WAS PRINTED ON: 9/06/2023

PERMIT #: 230308

DATE ISSUED: 9/06/2023

PROJECT ADDRESS: 1001 NORTHRIDGE DR
LOCATION: 1001 NORTHRIDGE DR
SUBDIVISION:

LOT #:
BLK #:

ISSUED TO: H&H CUSTOM HOMES
ADDRESS: 4079 NE 62ND AVE
CITY: ANKENY
STATE: IA
ZIP: 50021-9491
PHONE:

CONTRACTOR: H&H CUSTOM HOMES
ADDRESS: 4079 NE 62ND AVE
CITY: ANKENY
ST: IA
ZIP: 50021-9491
PHONE:

VALUATION: \$ 350,000.00
WORK: RESIDENTIAL NEW
PROP. USE:
ARCHITECT:

SQ FT 0.00
ZONE ORD:
OCCP TYPE:
CLASSWORK:

FEE CODE	DESCRIPTION	AMOUNT
BL ISSUE	BUILDING ISSUE FEE	\$1,066.00
CONST WTR	CONSTRUCTION WATER	\$ 42.00
TOTAL		\$1,108.00

NOTES: NEW HOUSE

NOTICE

THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 120 DAYS, OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF 120 DAYS AT ANY TIME AFTER WORK IS STARTED.

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS DOCUMENT AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISION OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

(SIGNATURE OF CONTRACTOR OR AUTHORIZED AGENT)

DATE

(APPROVED BY)

DATE

APPLICATION FOR TAX ABATEMENT UNDER THE CITY OF CARROLL URBAN REVITALIZATION PLAN

Please type or print

Applicant (Owner of Record): Lynn & Brenda Heaton

Address: 1527 Woodland Drive

City: Carroll State: Iowa

Phone: 712-210-0179

Name of Other Owners of Record (if any): _____

Address: _____

City: _____ State: _____

Phone: _____

Legal Description or Parcel Number: Northridge Fourth Subdivision

Phase Three Block 5 Lot 11

Existing Property Use

☐ Agricultural

☒ Residential

☐ Commercial

☐ Vacant

Current Property Value (from assessor's records)

Land: \$ _____ Building(s): \$ _____

Type of Improvements (check one):

☒ New construction on vacant land

☐ Addition(s) to existing structure

☐ Replacement of existing structure(s)

Brief Description of Project: New Home

Estimated Cost of Actual Improvements: \$ _____

Start Date: 5-1-23

Estimated or Actual Completion Date: 11-15-23

Tax Exemption Schedule

Check the tax exemption schedule for which you are applying. (check only one)

- ☐ 1A. All Qualified Real Estate assessed as multiresidential property prior to January 1, 2022, if the multiresidential property consists of three (3) or more separate living quarters with at least seventy-five percent (75%) of the space used for residential purposes, shall receive an exemption from taxation on the first seventy-five thousand dollars (\$75,000) of actual value added per living quarter by the Improvements for a period of five (5) years.
- ☐ 1B. All Qualified Real Estate assessed as residential property under Iowa Code Section 441.21(14)(a)(6) (three or more separate dwelling units) on or after January 1, 2022 shall receive an exemption from taxation on the first seventy-five thousand dollars (\$75,000) of actual value added per living quarter by the Improvements for a period of five (5) years.
- ☒ 2. All Qualified Real Estate assessed as residential which is not classified under Iowa Code Section 441.21(14)(a)(6) shall receive an exemption from taxation on the first seventy-five thousand dollars (\$75,000) of actual value added by the Improvements for a period of five (5) years.
-

If residential rental property, complete the following:

Number of units: _____

Number of tenants being relocated and relocation assistance (Continue on a separate sheet if necessary)

<u>Tenant</u>	<u>Date of Occupancy</u>	<u>Relocation Benefits</u>
---------------	--------------------------	----------------------------

_____	_____	_____
_____	_____	_____

Note: No change may be made once an application is approved and an exemption is granted.

Acknowledgments:

A copy of the building permit (if required) is attached.

The property to which improvements are made conform to all applicable city codes and anticipated improvements conform to the Carroll Urban Revitalization Plan as adopted.

The applicant certifies that all information in this application and all information provided in the support of this application is given for the purpose of obtaining an exemption from taxes on improvements and/or new construction, and is true and complete to the best of the applicant's knowledge.

Applicant's Signature:  **Date Signed:** 6-15-24

City Council Action:

_____ Approved Resolution No. _____ Date: _____

_____ Disapproved _____ Date: _____

Reason for disapproval: _____

County Assessor Action:

_____ Approved _____ Date: _____

_____ Disapproved _____ Date: _____

Reason for disapproval: _____

Date of Notification of Determination Sent to Applicant: _____

CITY OF CARROLL

BUILDING PERMIT

THIS FORM WAS PRINTED ON: 3/20/2023

PERMIT #: 230059

DATE ISSUED: 3/20/2023

PROJECT ADDRESS: 1527 WOODLAND DRIVE
LOCATION: 1527 WOODLAND DRIVE
SUBDIVISION:

LOT #:
BLK #:

ISSUED TO: LYNN'S CARPENTRY & DESIGN
ADDRESS: 1517 WOODLAND DR
CITY: CARROLL
STATE: IA
ZIP: 51401-3802
PHONE:

CONTRACTOR: LYNN'S CARPENTRY & DESIGN
ADDRESS: 1517 WOODLAND DR
CITY: CARROLL
ST: IA
ZIP: 51401-3802
PHONE:

VALUATION: \$ 400,000.00
WORK: RESIDENTIAL NEW
PROP. USE:
ARCHITECT:

SQ FT 0.00
ZONE ORD:
OCCP TYPE:
CLASSWORK:

FEE CODE
BL ISSUE
CONST WTR

DESCRIPTION
BUILDING ISSUE FEE
CONSTRUCTION WATER

AMOUNT
\$1,191.00
\$ 42.00

TOTAL \$1,233.00

NOTES: NEW HOUSE

NOTICE

THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 120 DAYS, OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF 120 DAYS AT ANY TIME AFTER WORK IS STARTED.

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS DOCUMENT AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISION OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

(SIGNATURE OF CONTRACTOR OR AUTHORIZED AGENT)

DATE 3/20/23

(APPROVED BY)

DATE 3/20/23

APPLICATION FOR TAX ABATEMENT UNDER THE CITY OF CARROLL URBAN REVITALIZATION PLAN

Please type or print

Applicant (Owner of Record): Jay & Margaret Halbur

Address: 957 Brookdale Drive

City: Carroll State: Iowa

Phone: 712-210-2377

Name of Other Owners of Record (if any): _____

Address: _____

City: _____ State: _____

Phone: _____

Legal Description or Parcel Number: 06-36-252-001

Existing Property Use

☐ Agricultural

☒ Residential

☐ Commercial

☐ Vacant

Current Property Value (from assessor's records)

Land: \$ 71,780 (2024) Building(s): \$ 559,030 (2024)

Type of Improvements (check one): 60,290 (2023) 23,750 (2023)

☒ New construction on vacant land

☐ Addition(s) to existing structure

☐ Replacement of existing structure(s)

Brief Description of Project: Built single family home - owner occupied.

Estimated Cost of Actual Improvements: \$ 408,000

Start Date: 10/19/2022

Estimated or Actual Completion Date: March 2024

Rec'd 3/5/24 luo

Tax Exemption Schedule

Check the tax exemption schedule for which you are applying. (check only one)

- ☐ 1A. All Qualified Real Estate assessed as multiresidential property prior to January 1, 2022, if the multiresidential property consists of three (3) or more separate living quarters with at least seventy-five percent (75%) of the space used for residential purposes, shall receive an exemption from taxation on the first seventy-five thousand dollars (\$75,000) of actual value added per living quarter by the Improvements for a period of five (5) years.
- ☐ 1B. All Qualified Real Estate assessed as residential property under Iowa Code Section 441.21(14)(a)(6) (three or more separate dwelling units) on or after January 1, 2022 shall receive an exemption from taxation on the first seventy-five thousand dollars (\$75,000) of actual value added per living quarter by the Improvements for a period of five (5) years.
- ☒ 2. All Qualified Real Estate assessed as residential which is not classified under Iowa Code Section 441.21(14)(a)(6) shall receive an exemption from taxation on the first seventy-five thousand dollars (\$75,000) of actual value added by the Improvements for a period of five (5) years.
-

If residential rental property, complete the following:

Number of units: _____

Number of tenants being relocated and relocation assistance (Continue on a separate sheet if necessary)

<u>Tenant</u>	<u>Date of Occupancy</u>	<u>Relocation Benefits</u>
_____	_____	_____
_____	_____	_____

Note: No change may be made once an application is approved and an exemption is granted.

Acknowledgments:

A copy of the building permit (if required) is attached.

The property to which improvements are made conform to all applicable city codes and anticipated improvements conform to the Carroll Urban Revitalization Plan as adopted.

The applicant certifies that all information in this application and all information provided in the support of this application is given for the purpose of obtaining an exemption from taxes on improvements and/or new construction, and is true and complete to the best of the applicant's knowledge.

Applicant's Signature: _____

Date Signed: _____

3/5/2024

City Council Action:

_____ Approved Resolution No. _____ Date: _____

_____ Disapproved _____ Date: _____

Reason for disapproval: _____

County Assessor Action:

_____ Approved _____ Date: _____

_____ Disapproved _____ Date: _____

Reason for disapproval: _____

Date of Notification of Determination Sent to Applicant: _____

CITY OF CARROLL

BUILDING PERMIT

THIS FORM WAS PRINTED ON: 10/14/2022

PERMIT # 220251

DATE ISSUED: 10/14/2022

PROJECT ADDRESS: 957 BROOKDALE DRIVE
LOCATION: 957 BROOKDALE DRIVE
SUBDIVISION:

LOT #:
BLK #:

ISSUED TO: JAY HALBUR
ADDRESS: 29907 255TH ST
CITY: GLIDDEN
STATE: IA
ZIP: 51443-8800
PHONE:

CONTRACTOR: JAY HALBUR
ADDRESS: 29907 255TH ST
CITY: GLIDDEN
STATE: IA
ZIP: 51443-8800
PHONE:

VALUATION: \$ 408,000.00
WORK: RESIDENTIAL NEW
PROP. USE:
ARCHITECT:

SQ FT: 0.00
ZONE ORD:
OCCP TYPE:
CLASSWORK:

FEE CODE
BL ISSUE
CONST WTR

DESCRIPTION
BUILDING ISSUE FEE
CONSTRUCTION WATER

AMOUNT
\$1,211.00
\$ 42.00

TOTAL \$1,253.00

NOTES: NEW HOUSE

NOTICE

THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 120 DAYS, OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF 120 DAYS AT ANY TIME AFTER WORK IS STARTED.

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS DOCUMENT AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISION OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

(SIGNATURE OF CONTRACTOR OR AUTHORIZED AGENT)

DATE

(APPROVED BY)

DATE

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: February 4, 2025

SUBJECT: Vacation Disposal of East Street

City staff have been in discussions with Kuemper staff regarding a master facilities plan for Kuemper Catholic School System. With recent enrollment growth, particularly in the lower elementary building, Kuemper is exploring the possibility of expanding the Holy Spirit elementary building footprint to the east across South East Street. In order for this to be possible, the City would need to vacate East Street for one block between Bluff and Anthony Streets.

The biggest hurdle from the City's perspective is the watermain that runs along East Street from St Anthony Street to Bluff Street. Normally the entity requesting the vacation of a street replaces any infrastructure that needs moved. We have advised Kuemper staff of this and they are willing to move forward and continue discussions.

John Steffes, President Kuemper Catholic School System, plans to attend the meeting to discuss this further and answer questions.

Recommendation: Staff would recommend consideration of the vacation and allow the design and replacement of City infrastructure to move forward.

Kuemper Catholic School System

116 South East Street, Carroll, Iowa 51401 • 712-792-3313 • Fax 712-792-8073 • www.kuemper.org

February 6, 2025


Dear Honorable Mayor Fleshner and Carroll City Council,

The Kuemper Catholic School System is currently undergoing a master facilities plan which is considering multiple options for its buildings. With our recent enrollment growth, particularly in our lower elementary building, Kuemper is exploring the possibilities of expanding the Holy Spirit elementary school site located at 201 S. Clark Street.

One option being considered is expanding this building's footprint to the east across South East Street. However, this option cannot be considered unless the City would vacate this street for one block between Bluff and Anthony Streets and deed it to Kuemper.

I would be glad to visit in person and answer any questions. Thank you for considering this request as Kuemper continues to study the future of its facilities and growth to complement our city's growth.

Sincerely,



John Steffes

President

Kuemper Catholic School System

Holy Spirit Center

Grades Preschool-3
712-792-3610
712-792-8072 (fax)

St. Angela Center

Grades 4-5
712-792-8071
712-792-8073 (fax)



St. Lawrence Center

Grades 6-8
712-792-2123
712-792-3365 (fax)

Kuemper High School

Grades 9-12
712-792-3596
712-792-8070 (fax)

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: February 5, 2025

SUBJECT: Heavy Duty Truck Purchase

CC: Ryan Borkowski, Ascendance Truck Centers

On March 28, 2022, the purchase of a Heavy Duty Truck from O'Halloran International was approved at an adjusted net price quote of \$181,966.00 plus \$3,000.00 in-store credit. The Truck has now been delivered and Ascendance Truck Centers, formerly O'Halloran International, has submitted a purchase order that differs from the City's Purchase Order issued in 2022. The purchase orders are summarized as follows:

	<u>03-28-22</u>	<u>01-30-25</u>
Heavy Duty Truck	\$ 224,966.00	\$ 253,763.33 ⁽¹⁾
Less: Trade-in allowance	(\$ 43,000.00)	(\$ 35,000.00) ⁽²⁾
Net Price	\$ 181,966.00	\$ 218,763.33
Partial Payment 10-23-23	(\$146,501.00)	(\$ 146,501.00)
Balance due	\$ 35,465.00	\$ 72,262.00

Ascendance Truck Centers local General Manager, Ryan Borkowski, provided the following notes to the above summary on February 4.

1. The Truck delivered is a 2025 model year in lieu of the originally quoted in 2022. There have been price increases each model year. Also, a required emission standard upgraded added \$11,000 to \$15,000 to the Truck price.
2. This trade-in allowance was provided on February 4. It includes depreciation of the trade-in since the original purchase approval.

Ryan Borkowski will attend the Council meeting on February 10 to answer any questions.

RECOMMENDATION: Mayor and City Council consideration of the Ascendance Truck Centers proposal/request to increase the Heavy Duty Truck net purchase price by \$36,797.00.

RMK:lp

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

DATE: February 5, 2025

SUBJECT: CBD Street Resurfacing - 2024
Change Order No. 1

During construction of the CBD Street Resurfacing project, conditions were encountered that required work that was not included in the Contract as well as work added to the Contract. The unforeseen and additional work has been detailed in the attached, proposed Change Order No. 1 and summarized as follows:

Manhole Reconstruction – 2 ea.	(\$3,262.50)
Greatwestern Parking Lot	\$ 7,022.63
Detectable Warnings	\$ 2,928.64
Alley, Block 14, Stabilization	\$ 7,925.00
Concrete Strength Adjustment	<u>(\$19,584.65)</u>
Total	(\$4,970.88)

The proposed Change Order alters the Contract Price as follows:

Original Contract Price	\$1,794,719.95
Proposed Change Order No. 1	(\$4,970.88)
Contract Price With Change Order	\$1,789,749.07

RECOMMENDATION: Mayor and City Council consideration of approval of Change Order No. 1 to the CBD Street Resurfacing – 2024 Contract in the amount of a \$4,970.88 deduction.

RMK:lp

attachments (1)



McClure Engineering Co.

Change Order Details

CITY OF CARROLL HMA RESURFACING WITH MILLING

Description	URBAN ROAD SYSTEM CITY OF CARROLL HMA RESURFACING WITH MILLING CBD STREET RESURFACING - 2024 MEC Project Number - 210730
Prime Contractor	TEN POINT CONSTRUCTION COMPANY, INC. 2212 HWY 59 DENISON, IA 51442-0000
Change Order	1
Status	Pending
Date Created	01/17/2025
Type	Unforeseen Conditions
Awarded Project Amount	\$1,794,719.95
Authorized Project Amount	\$1,794,719.95
Change Order Amount	-\$4,970.88
Revised Project Amount	\$1,789,749.07

Increases/Decreases

Line Number	Item ID	Unit	Unit Price	Current		Change		Revised	
				Quantity	Amount	Quantity	Amount	Quantity	Amount

Section: 6010 - STRUCTURES FOR SANITARY AND STORM SEWERS

0010	6010-A	EA	\$7,625.000	3.000	\$22,875.00	-1.000	-\$7,625.00	2.000	\$15,250.00
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MANHOLE, SW-402, 4 FT. X 4 FT.

Reason: The existing bottom in structure MH-201 was in good condition so the contractor salvaged the bottom and rebuilt the top of the structure.

0011	6010-A	EA	\$12,500.000	1.000	\$12,500.00	-1.000	-\$12,500.00	0.000	\$0.00
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MANHOLE, SW-402, 6 FT. X 6 FT.

Reason: The existing bottom in structure MH-301 was in good condition so the contractor salvaged the bottom and rebuilt the top of the structure.

Section: 7021 - HOT MIX ASPHALT OVERLAYS

0022	7021-A	TON	\$135.850	3,625.150	\$492,476.63	-516.750	-\$70,200.49	3,108.400	\$422,276.14
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ASPHALT OVERLAY, SURFACE COURSE, 1/2 IN., 58-28S

Reason: Great Western Parking Lot

Section: 7030 - SIDEWALKS, SHARED USED PATHS, AND DRIVEWAYS

0027	7030-G	SF	\$40.000	796.000	\$31,840.00	-796.000	-\$31,840.00	0.000	\$0.00
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DETECTABLE WARNINGS

Reason: Change in materials after the project was bid.

Line Number	Item ID	Unit	Unit Price	Current Quantity	Current Amount	Change Quantity	Change Amount	Revised Quantity	Revised Amount
4 items			Totals		\$559,691.63		-\$122,165.49		\$437,526.14

New Items

Line Number	Item ID	Unit	Quantity	Unit Price	Extension
Section: 2010 - EARTHWORK, SUBGRADE, AND SUBBASE					

0045	2010-F	CY	60.000	\$58.000	\$3,480.00
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REPLACEMENT OF UNSUITABLE BACKFILL MATERIAL

Reason: Unsuitable material found under the pavement in block 14 alley.

0046	2010-I	SY	220.000	\$2.750	\$605.00
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GEOGRID

Reason: Unsuitable material found under the pavement in block 14 alley.

0047	2010-N	TON	120.000	\$32.000	\$3,840.00
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GRANULAR STABILIZATION

Reason: Unsuitable material found under the pavement in block 14 alley.

Section: 6010 - STRUCTURES FOR SANITARY AND STORM SEWERS					
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0048	6010-F-1	EA	2.000	\$8,431.250	\$16,862.50
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MANHOLE ADJUSTMENT, MAJOR

Line Number	Item ID	Unit	Quantity	Unit Price	Extension
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Reason: MH-201 and MH-301, the existing bottoms were in good condition so the contractor salvaged the bottom of each structure and rebuilt the top of each structure.

Section: 7010 - PORTLAND CEMENT CONCRETE PAVEMENT

0043	7010-B	LS	1.000	-\$19,584.650	-\$19,584.65
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(PRICE ADJUSTMENT) DEFICIENT CONCRETE STRENGTH

Reason: Deficient 28 day Concrete Strength. See attached spreadsheet for details.

Section: 7021 - HOT MIX ASPHALT OVERLAYS

0049	7021-A	TON	272.360	\$149.440	\$40,701.48
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ASPHALT OVERLAY, SURFACE COURSE, 1/2 IN, 58-28S

Reason: Great Western Parking Lot.

0050	7021-A2	TON	244.390	\$149.440	\$36,521.64
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ASPHALT OVERLAY, INTERMEDIATE COURSE, 1/2 IN., 58-28S

Reason: Great Western Parking Lot.

Section: 7030 - SIDEWALKS, SHARED USED PATHS, AND DRIVEWAYS

0044	7030-G	SF	736.000	\$47.240	\$34,768.64
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DETECTABLE WARNINGS

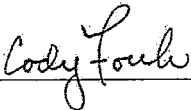
Reason: Change in material from what was bid.

8 items					Total: \$117,194.61
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Attachments

Document	Name	Description	Submission Date
Compressive_Strength_Tests.pdf	Compressive Strength Tests.pdf		01/21/2025 03:28 PM CST
1 attachment			

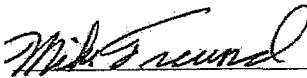
This Document will become a supplement to the Contract dated June 10th, 2024, and all provisions will apply hereto.



McClure Engineering Company

2/4/25

Date



Ten Point Construction Co., Inc

2-04-25

Date

City of Carroll

Date

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: February 5, 2025

SUBJECT: Twelfth Street Reconstruction
Pavement Width Selection

Following the January 27, discussion regarding Twelfth Street pavement width selection, additional information on options and costs has been prepared. Typical sections, notes and relative cost estimates are detailed on the attached and summarized as follows:

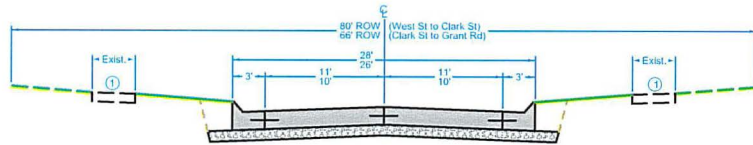
<u>Option</u>	<u>Width</u>	<u>Notes</u>	<u>Estimated Cost</u>
1A	28'	City standard width No on-street parking Existing sidewalks	\$ 872,760
1B	26'	SUDAS/DOT Acceptable No on-street parking Existing sidewalks	\$ 811,280
2A	31'	City standard width Design exception required Parking on one side Box culvert extension Sidewalk replace as needed	\$1,064,230
2B	34'	SUDAS/DOT Acceptable Parking on one side Box culvert extension Sidewalk replace as needed	\$1,160,340
3	28'	Complete Streets Policy Parking on one side Replace all sidewalk Add sidewalk	\$1,002,360

The estimated costs are for option comparison. The costs include mainline roadway pavement, subbase, longitudinal sidewalk and culvert extension. Other required construction will be fairly uniform across all options and is not included for comparison purposes.

RECOMMENDATION: Mayor and City Council consideration of selection of Option 3 for the Twelfth Street Reconstruction pavement width.

RMK:lp
attachments (1)

OPTION 1A/1B: 28'/26' ROADWAY SECTION NO PARKING



NOTES:

28': City Standard Width
26': Acceptable per SUDAS Design Criteria

No On-Street Parking Allowed

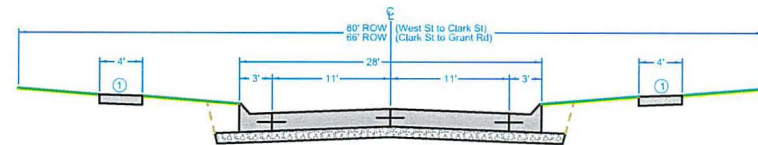
Clear Zone Requirements:
6' (Preferred)
4' (Acceptable)

① Utilize Existing Longitudinal Sidewalk

**TYPICAL CROSS SECTION
12TH STREET**

NO SCALE

OPTION 3: 28' ROADWAY SECTION PARKING ON ONE-SIDE



NOTES:

Acceptable per Complete Streets Policy

Parking Permitted on One Side

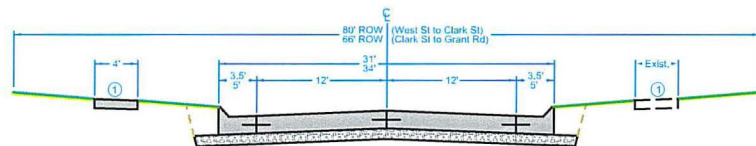
Clear Zone Requirements:
6' (Preferred)
4' (Acceptable)

① Replace All Longitudinal Sidewalk
Add Longitudinal Sidewalk on South Side
between N Carroll St and N Main St

**TYPICAL CROSS SECTION
12TH STREET**

NO SCALE

OPTION 2A/2B: 31'/34' ROADWAY SECTION PARKING ON ONE-SIDE



NOTES:

31': Design Exception Required
34': Acceptable per SUDAS Design Criteria

Parking Permitted on One Side

Extension of Existing Box Culvert Required

Clear Zone Requirements:
6' (Preferred)
4' (Acceptable)

① Replace Existing Sidewalk As Needed
For Constructability

**TYPICAL CROSS SECTION
12TH STREET**

NO SCALE

COST ANALYSIS

NOTES:

The cost estimate below only accounts for mainline roadway pavement, subbase, longitudinal sidewalk, and RCB culvert extension.

It excludes all clearing and grubbing, excavation, sanitary sewer, water main, storm sewer, structures, culvert improvements to increase hydraulic capacity, sidewalk paving, sidewalk subbase, driveways, ADA curb ramps, patching, removals, seeding, erosion control, traffic control, and mobilization.

Assumed Unit Prices:
6" PCC Pavement: \$90 / SY
6" Modified Subbase: \$16 / SY
4" PCC Sidewalk: \$81 / SY
Removal of Hardscape: \$80 / CY
Culvert Extension: \$1200 / CY

12TH ST RECONSTRUCTION LENGTH BY BLOCK

FROM	TO	LENGTH (LF)
N WEST ST	N CARROLL ST	450
N CARROLL ST	N ADAMS ST	390
N ADAMS ST	N MAIN ST	380
N MAIN ST	N COURT ST	390
N COURT ST	N CLARK ST	410
N CLARK ST	N GRANT RD	570
TOTAL LENGTH OF PROJECT		2,590

12TH ST RECONSTRUCTION ROADWAY AND RCB EXTENSION COSTS

OPTION	PAVEMENT WIDTH (LF)	PARKING	6" PCC PAVEMENT (SY)	6" MODIFIED SUBBASE (SY)	4" PCC SIDEWALK (SY)	ROADWAY COST	ROADWAY COST PER LF (\$/LF)	RCB EXTENSION COST	TOTAL COST
1A	28	NONE	8,060	9,210	-	\$872,760	\$337	-	\$872,760
1B	26	NONE	7,480	8,630	-	\$811,280	\$313	-	\$811,280
2A	31	ONE SIDE	8,920	10,070	530	\$1,006,850	\$389	\$57,380	\$1,064,230
2B	34	ONE SIDE	9,780	10,940	530	\$1,098,170	\$424	\$62,170	\$1,160,340
3	28	ONE SIDE	8,060	9,210	1,500	\$1,002,360	\$387	-	\$1,002,360



623 N Carroll St.
Carroll, IA 51401
main 712.229.8121
Anthony JA | Carroll, IA | Class, IA
Cody Rappin JA | Coralville, IA
Fort Dodge, IA | Sioux City, IA
Macon MO | Columbia MO
North Kansas City MO
Lenexa, KS
Boston, MA | Portsmouth, NH

NOTICE:
McClure Engineering Co. is not responsible or liable for any errors, 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 engineering or surveyors' guidance with respect to any alleged errors, omissions, inconsistencies, ambiguities, or conflicts contained within the Plans and Specifications.

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TWELFTH STREET RECONSTRUCTION
WEST STREET TO GRANT ROAD
CITY OF CARROLL, IOWA

TWELFTH STREET TYPICAL SECTION OPTIONS

DRAWING NO.

CARROLL PUBLIC LIBRARY MONTHLY ACTIVITY REPORT

December 2024



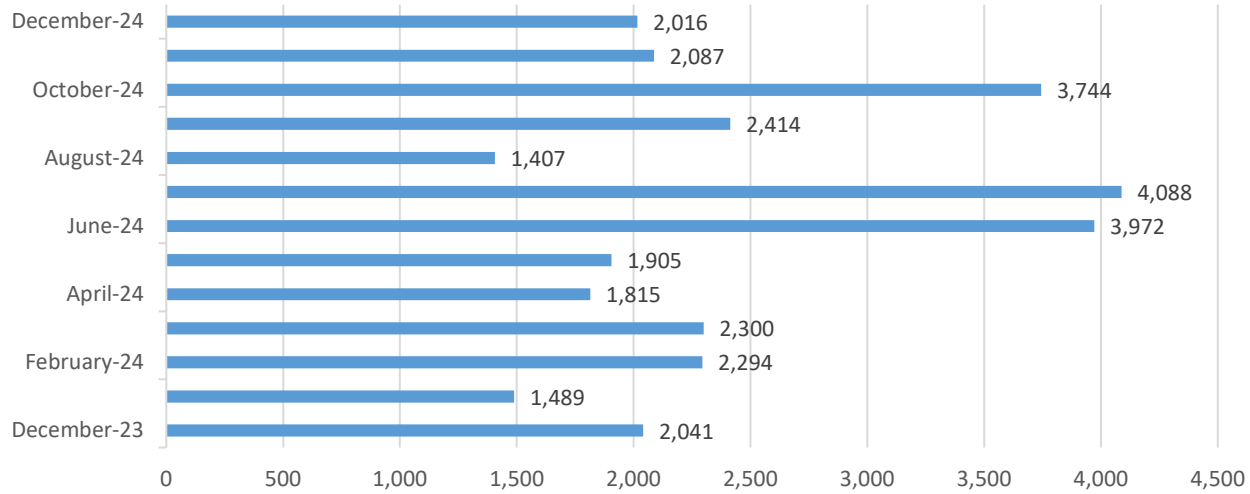
Monthly Statistics:		Adult/Family Program Attendance:		Children's Programs:	
Total Print Circulation	6520	Crafty Library Ladies (5)	50	Storytime (6)	84
BRIDGES Circulation	1812	Trivia Night	14	Craft Kits	120
Blackstone Unlimited	7	NAMI (3)	24	Coloring Pages	440
Public Computer Use	177	Tech Friday	3	Book Visits (11)	215
Wi-Fi Use	574	Book Clubs (2)	16	Read, Play, Grow	12
Website Visits	5,335*	Alzheimer's Education (4)	4	Drop-offs – daycare/school	3
Daily Times Herald Archive	4,020*	Carroll County: Snow	4		
Breda & Glidden News	475*	Alzheimer's Support Group	8	Fairview Outreach (18)	358
Consumer Reports	243	Read-a-Loud (3)	76	ISU Maker Day	15
Learning Express	25	Senior Book Drops	3	Homeschool Crafts	12
Freegal	696	Bingo	10	Jeff STEM Classes (5)	19
Kanopy	8	Coffee & Coloring (2)	21	Makers Day: Beads	45
Transparent Language	3	Virtual Author Talks (2)	15	Makers Day: Snap Circuits	45
LinkedIn Learning	0	Euchre Night	1	Makers Day: New Year's	29
Brainfuse	3	Author Visit: Hurley	7	Dungeons & Dragons	9
Niche Academy	0	Wrap & Yap (2)	0	Teen Book Club	1
Virtual Author Talks	839			CMS Book Club (3)	12
December Program Guides	130	Elf Movie & Snowflake Fact.	6	CMS Lego Club (2)	56
		Maker Space: Snowflake	12		
Total Resources Utilized	20,867			Study Room Use	117
		Puzzles (4 finished)	71	Meeting Room Use	36
				Makers/Craft Room Use	32
				Curbside Pickup	11
Members Saved		\$88,417.28	Total Program Attendance		2,016
Members Saved Calendar 2024		\$1,407,193.63	Monthly Door Count		3,669
Members Saved FY25 to Date		\$693,247.50	New Library Cards Issued		18

*The statistics for our website visits, Daily Times Herald Archive, and Breda & Glidden News usage were unavailable this month, so last month's numbers were used. They will be updated if/when we get those stats.

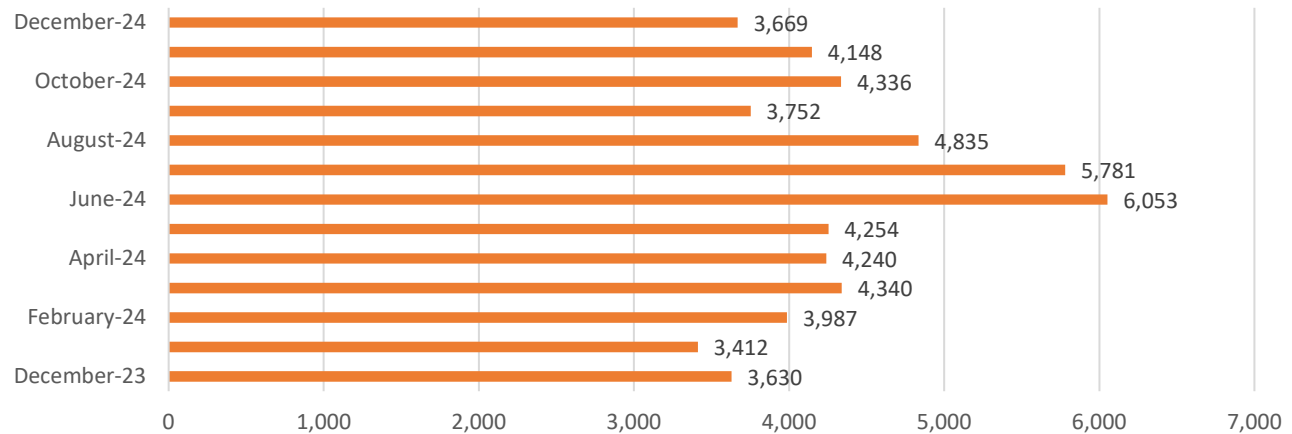
Special activities/accomplishments:

- 1) Adult/Family Programs:** We hosted a retired Iowa State Trooper, Bob Hurley, to talk about his book. For virtual programming, we hosted an Alzheimer's Education series and two virtual author talks. We continue to have many more patrons watching the virtual author talks at home on their own schedule in lieu of attending the live event. Our snow theme this month included a presentation by Carroll County Conservation about snow, a snowflake factory for families to make paper snowflakes after watching the movie Elf, and a snowflake ornament made with beads.
- 2) Maker Space:** We had several drop-in craft or activity days in December while the students were on their Winter Break. These programs are usually well-attended, and parents/grandparents enjoy doing the activities. Jeff Halbur also offered small group STEM classes for homeschool students in the Maker Space to learn about coding and 3D printing.

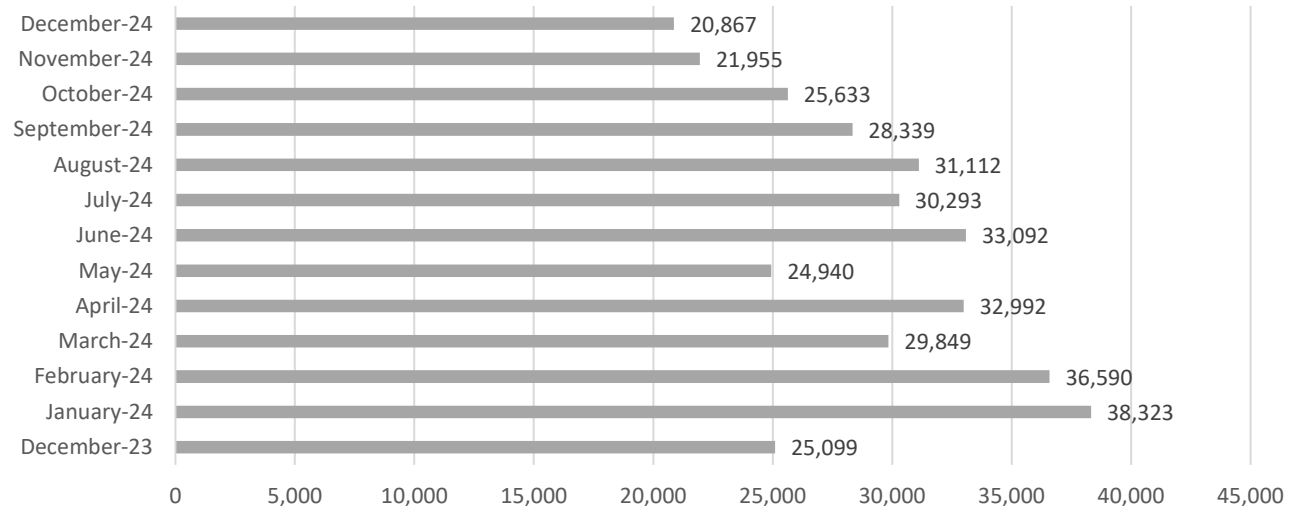
Program Attendance



Door Count



Resources Utilized



Library Board Minutes
January 20, 2025

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

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

Minutes Approval: It was moved by von Qualen to approve the minutes from December 16th. The motion was seconded by Auen. All voted aye. Nays: none. Abstain: none. Absent: Perkins. Motion passed 8-0.

Perkins arrived at 5:34pm

Welcome New Library Members: no action needed, welcomed Wes Treadway and Marcia Nuckels to the Board of Trustees

Financials/Approval of bills: Schmidt motioned to approve bills with a second by Treadway. All voted aye. Nays: none. Abstain: none. Absent: none. Motion passed 9-0.

Public Comment: none

Old Business: Adult Services Librarian Rate of Pay: Parrott motioned with a second by Cook to approve a start wage of \$18.87(80%) for the Adult Services Librarian. All voted aye. Nays: none. Abstain: none. Absent: none. Motion passed 9-0

FY2026 Library Budget Request: Schmidt motioned with a second by von Qualen to approve the 2026 amended budget. All voted aye. Nays: none. Abstain: none. Absent: none. Motion passed 9-0. A motion was also made by Cook with a second from Perkins to okay the purchase of new tables/chairs for \$4,000.00 for various locations in the library. All voted aye. Nays: none. Abstain: none. Absent: none. Motion passed 9-0.

New Business: Election of officers: Schmidt motioned with a second by Perkins for Hogue to be secretary. Hogue accepted the nomination. All voted aye. Nays: none. Abstain: none. Absent: none. Motion passed 9-0. Parrott nominated Cook with a second from Hogue for Vice President. Cook accepted the nominations. All voted aye. Nays: none. Abstain: none. Absent: none. Motion passed 9-0. Schmidt nominated Parrott for President with a second from Hogue. Parrott accepted the nomination. All voted aye. Nays: none. Abstain: none. Absent: none. Motion passed 9-0. Treadway was appointed as the new Trustee liaison with the Library Foundation.

Patron Conduct Issues & Suspension: no action needed, discussed recent incident at the library

Art Display Policy Discussion: no action needed, discussed displaying art in the library with art approvals being done by Auen (Board of Trustees), Johnson (Library Director) and the Youth Librarian and Adult Librarian.

Carroll County Emergency Management MOU: no action needed, reviewed the county's emergency procedures

Perkins left at 6:55pm

Director's Report: Door count did drop a little(weather/holidays) in December, but still good attendance to programs. Dr. Whoot welcomed the students to school on 1/10 for High Five Friday at Fairview Elementary.

Agenda Items for Next Meeting: Need to read 13 Ways to Kill Your Community by Doug Griffiths and Kelly Clemmer for discussion

Adjourn: Treadway motioned to adjourn at 7:23pm with a second from Cook. All voted aye. Nays: none. Abstain: none. Absent: Perkins. Motion passed 8-0.

Next Regular meeting- February 17, 2025, at Carroll Public Library: Community Meeting Room—118 E. 5th St, Carroll, IA 51401.

Director's Report

January 2025



Library Hours/Closures: The library closed at 2 pm on Tuesday, January 7.

Library Trustees: Welcome Marsha Nuckels and Wes Treadway to the library board! We appreciate your willingness to volunteer your time to support the library's mission. I am including several pieces of information in this month's board packet for you, including the 2025 board meeting planning calendar, the Carroll Public Library Annual Report for FY2024, and our newly adopted Strategic Plan for 2025-2029. Please take your time to look over this information and if you have any questions, you can reach out to any of the library board members or me.

Personnel: I have reached out to the applicant that I would like to offer the adult services position to and discussed the timeline for the next steps. At our January library board meeting we will need set the rate of pay for this position and then I will be able to send out an offer letter. I would love to get the new employee to start on Monday, February 3 if the timeline works for them.

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

- Maker Space – Watercolor Valentines
- Maker Day – Shape-O-Saurus with ISU Extension
- Ag Coffee Series with ISU Extension: Beef Managing for Carcass Health
- Dabblers to Divers: All About Ducks with Carroll County Conservation
- Three Live Virtual Author Visits sponsored by Commercial Savings Bank
- Coordination with Ease – a weekly program to show you how to work on your coordination and balance with some easy-to-follow moves designed to lessen the tension in your body.
- Afternoon Movie: Abominable
- Snap Circuits with Jeff and Marilyn
- Monday afternoon games – chess & checkers and card games
- Card game nights – Cribbage and Euchre
- Puzzle Competition
- Spoken Word Poetry Workshop
- Documentary Showing – The Negro Artist
- Cozy Up with a Good Book Challenge – read 10 books by the end of February 2025
- Read the Midwest Challenge – yearlong Beanstack challenge with Midwest-themed prompts

Patron Conduct: Over the last month I have been fielding several complaints from patrons and staff dealing with the conduct of one of our regular library patrons. These complaints were minor, but some escalation was starting to be seen. Another library patron brought an issue to my attention that was later linked to this patron, requiring me to close the library early. Due to these issues, which can be discussed more in-depth at our library board meeting, I initiated documentation to suspend library privileges for this patron for the next 30 days. The suspension is not technically in effect until I can present the paperwork to the patron, which I was unable to do at the time, but I did have a conversation explaining the situation to the patron, and I will have the paperwork here if that patron comes back.

Outreach: I was contacted by a staff member at Fairview Elementary School about the possibility of library staff and Dr. Whoot participating in their High Five Friday greeting on Friday, January 10. The normal participants in this greeting are high school students from Carroll High School, but this week they had finals. We were asked to stand in for this week, and it was a lot of fun for our children's librarian Kersten, Dr. Whoot, and me. It was nice to see the kids outside of our regularly scheduled programs once a month. Many hugs and high fives were given, but I feel like the teachers were the most excited to see Dr. Whoot!

Equipment: Both of our vacuums require service this month due to issues with their rollers.

Computer Repair and Service was able to order the replacement computers which were approved at the last board meeting. They will be starting to get those installed as our normal monthly service time allows. This will allow the library to have all the computers updated to Windows 11 within this calendar year.

Online Resources: Each month, I access a website for each of our online resources to obtain the usage numbers for my reports to the library board, the city, and eventually for our state report. This month, there were no numbers to report for our website or online newspaper archive usage. I got in touch with Fusebox, who manages the city's website, to obtain that information now and develop a plan to get that information easily in the future. In order to not completely throw off our numbers for this month, I am going to use the statistics from last month as a placeholder. I will update those numbers if or when I get that information from Fusebox.

Art Display Policy Discussion: While working through our accreditation process, an art display system was discussed at length in consultation with the library foundation. This is a project they have felt strongly about for the library, and it was something the library board voted to include in our strategic plan. Under the service response "Visit a Comfortable Space: Physical and Virtual Spaces," goal #2 states Local artists will have a space to showcase their creations to the public (page 14 of the 2025-2029 Long Range Plan). The first objective for this project is to initiate an art display policy for the library. I have had a discussion with the insurance company for the city to ensure that adding displayed art from other people will not increase our insurance rates or add any liability to the city or library. I have researched current art display policies from several libraries in Iowa in preparation for drafting a policy to be reviewed by the library board and the city attorney. For discussion at the January library board meeting, I would like the board to consider who they would like to approve displays shown at the library. Most of the policies that I have seen either have approval of art displays made by the library director (which can then be appealed to the library board if needed) or there is an art display council or committee.

Carroll County Emergency Management MOU: Carroll County Emergency Management recently requested to enter into Memorandums of Understanding with the Carroll Rec Center and the Carroll Public Library for emergency shelters. The library would be used as a shelter in cases where the Carroll County Courthouse would need to be evacuated by employees and patrons. Their current plan involves employees leaving the building and going north towards the highway and sheltering under the trees. This would give them the option of exiting the building to the south and taking shelter in the library, out of the elements. After discussion with the other department heads and city manager, it was decided for continuity across city buildings to have the main point of contact be the city manager and the department head be the alternate. Jeff Cullen, Carroll County Emergency Management Coordinator, presented these MOUs to the city council on Monday, January 13, 2025, for their approval and then will present it to the Carroll County Emergency Management Commission for them to ratify the agreement.

Carroll Public Library Foundation Update: The library foundation board meets quarterly at the library, with their latest meeting on Thursday, January 9, in the children's craft room. This board consists of seven community members, the library director, and one representative from the library board.

We were able to discuss and approve:

- Using email meetings between regularly scheduled meetings if necessary for funding requests or other foundation business.
- A pledge for the matching funds required for the NEA Big Reads Grant or using those funds to create our own similar program.
- Promotional items budget to be used at the director's discretion.
- Pledge for the purchase of art display hanging systems and 3D display cases. The purchase of these displays will need to be approved by the library board after we get a Public Art Display Policy in place.
- Honorarium for a documentary showing and spoken-word workshop program at the library.

Board Education: For next board meeting we will be discussing the book *13 Ways to Kill Your Community* by Doug Griffiths and Kelly Clemmer. I have copies of the book available for each library board member. I recommended trying something a little different for our board education this year, so there are two books that we will be reading and discussing and then I am going to work with Misty Gray, our state library consultant, to organize a trustee training event that we can invite the other Carroll County library trustees to attend.