



**REGULAR CITY COUNCIL MEETING
AGENDA**

Monday, March 11, 2024

6:30 P.M

Carlisle City Hall Council Chamber, 100 N. 1st St.

Join Zoom Meeting - <https://zoom.us/j/9951930479>

Meeting ID: 995 193 0479

One tap mobile – Call 1-312-626-6799, enter 995 193 0479# when prompted

We encourage all videoconferencing or calling in to let staff know who you are for the record and then mute your microphone or phone until you would like to speak to provide a better overall experience.

The following agenda items will be considered:

CALL MEETING TO ORDER / ROLL CALL BY CITY CLERK

PLEDGE OF ALLEGIANCE

CITIZEN PARTICIPATION

(Participants are asked to use podium and state name and address. Comments limited to 3 minutes.)

PRESENTATIONS

CONSENT AGENDA & POSSIBLE ACTION (Council may pull any item on consent agenda for separate action)

- Approval of Bills in Amount of \$164,338.24
- Approval of Resolution 20240311001 tax abatement application 800 N 5th St.
- Approval of Resolution 20240311002 tax abatement application 5550 SE 64th Ave
- Approval of Resolution 20240311003 tax abatement application 1295 Meadow View
- Approval of Change Order #4 for School Street – Phase 2 Project In Amount Not To Exceed \$9,014.28
- Approval to Authorize City Staff to Sign the Notice of Acceptability of Work for Avon Water Main Improvement Project And Submit Drawdown Request to State Revolving Fund (SRF)
- Approval of Task Order #24-01 with Strand Associates, Inc. for IA Highway 5 Water Main Crossing Project

OLD AND NEW BUSINESS & POSSIBLE ACTION

Discussion On Policy Creating A Sick Time Donation Bank

Discussion And Possible Action On Upgrade To 0.3 Section of Trail Along Gateway Drive Connecting Carlisle Nature Trail To Karras-Kaul Connector Trail

Discussion and Possible Action on Setting Public Hearing for Levy Rate Notice for March 25, 2024 at 6:00 p.m.

Discussion and Possible Action on Setting Public Hearing for FY25 Budget for April 8, 2024 at 6:30 p.m.

DEPARTMENT REPORTS

Update On State Property Tax Mailing



Progress Report On Highway 5 Turn Lane (Report In Packet)

Library Cost Estimate Nearing Completion

CITY ATTORNEY REPORT

UPCOMING EVENTS AND INFORMATION OF NOTE TO COUNCIL

Chamber Government Coffee – March 16 – 10-11:30 am – Council Chambers

Chamber Lunch & Learn – Childcare – March 19 – Noon – St. Elizabeth Church

Municipal Leadership Academy Class 3 – April 20 – 10am-2pm - Ankeny

ADJOURNMENT

** PLEASE NOTE THAT THIS AGENDA MAY CHANGE UP TO 24 HOURS PRIOR TO THE MEETING **

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT	
POLICE	GENERAL FUND	NORRIS AUTOMOTIVE SERVICE INC	PD CREDIT	20.00-	
			PD #108 TIRE REPLACEMENT	159.89	
			PD #105 OIL, VALVE, WHEEL	384.38	
			LASER RESOURCES LLC	PD FEB PRINTING	78.75
			CYBER SOLUTIONS, LLC	PD FEB SERVICES	4,171.01
			LUCAS HAUSER	PD EQUIUPMENT, RADIO, ECT	242.03
			4 IMPRINT	PROMO HANDOUT WTR BOTTLES	321.60
			AMAZON CAPITAL SERVICES	PD STREAMLIGHT BATTERIES	70.96
			SERVICE PROVIDERS ASSOCIATION	PD MARCH SERVICES	235.00
			MIDWEST RADAR & EQUIPMENT	PD RADAR CERT 2024	287.00
			GALL'S INC.	PD PATCH ORDER	700.00
				PD REFUND	682.80-
			GENERAL FIRE & SAFETY	PD 2024 FIRE EXTINGU INSPE	208.00
			JAMES OIL COMPANY	GASOHOL	2,878.61
				GASOHOL	398.70
			STANARD & ASSOCIATES INC	PD APPLICANT TESTING	10.00
WARREN COUNTY TREASURER	PD JAN/FEB VEHICLE HOLDS	<u>55.00</u>			
	TOTAL:	9,498.13			
FIRE DEPARTMENT	GENERAL FUND	SAUTER AUTOMOTIVE LLC	FD 1950 STORAGE	840.00	
			CYBER SOLUTIONS, LLC	FIRE IT	1,344.45
			AMAZON CAPITAL SERVICES	FIRE BATTERIES FOR AIR PAC	131.58
				FIRE SUPPLIES	228.01
			SHUEY SERVICES, LLC	FD KITCHEN FLOOR REPAIR	1,130.00
			MED COMPASS	FIRE PHYSICALS	2,050.00
			JAMES OIL COMPANY	GASOHOL	43.32
				GASOHOL	<u>6.00</u>
	TOTAL:	5,773.36			
BUILDING INSPECTIONS	GENERAL FUND	SAFE BUILDING COMPLIANCE AND TECHNOLOG	FEB BLDG PERMITS	<u>2,119.20</u>	
			TOTAL:	2,119.20	
ANIMAL CONTROL	GENERAL FUND	CARLISLE VETERINARY CLINIC	ANIMAL CONTROL	<u>315.78</u>	
			TOTAL:	315.78	
SOLID WASTE	GENERAL FUND	METRO WASTE AUTHORITY	FEB CURBIT	7,318.48	
			FEB SOLID WASTE GARBAGE	<u>18,233.31</u>	
			TOTAL:	25,551.79	
PARKS	GENERAL FUND	AMAZON CAPITAL SERVICES	PARKS OFFICE SPEAKERS	<u>42.39</u>	
			TOTAL:	42.39	
COMMUNITY CENTER	GENERAL FUND	JEFFRIES CLEANING LLC	PARKS CLEANING	375.00	
			JOYCE DODGE	BINGO PRIZES	40.00
			ZIPPY DRAIN CLEANING	PRK COMM BLD DRAIN CLEANIN	<u>200.63</u>

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
STREET DEPARTMENT	ROAD USE TAX	DOWNEY TIRE SERVICE	ST/WTR/SWR BACKHOE TIRE	70.99
		MACQUEEN EQUIPMENT, LLC	ST SWEEPER BROOMS	1,220.51
		GRIMES ASPHALT & PAVING CORP	ST ASPHALT PATCH	418.50
		CINTAS	PW FIRST AID CABINET	24.92
		SKYLINE SALT SOLUTIONS	ST ROAD SALT	4,697.40
		CAPITAL CITY EQUIPMENT	ST/WTR/SWR BOBCAT 5185 PAR	34.42
		ETC GRAPHICS INC	ST/WTR/SWR TRUCK NUMBERS	82.50
		GENERAL FIRE & SAFETY	ST/WTR/SWR FIRE EXTING TES	161.67
		JAMES OIL COMPANY	GASOHOL	937.88
			GASOHOL	129.90
		O'REILLY AUTO PARTS	ST, WTR, SWR HYDRAULIC FLUID	49.99
			ST PLOW TRUCK DEF FLUID	<u>43.96</u>
			TOTAL:	7,872.64
CAPITAL PROJECTS	SCOTCH RIDGE HWY 5 MCCLURE ENGINEERING		CH SRR #28	2,200.00
			CH SRR LANE #1	<u>8,400.00</u>
			TOTAL:	10,600.00
WATER DEPARTMENT	WATER FUND	DOWNEY TIRE SERVICE	ST/WTR/SWR BACKHOE TIRE	70.99
		CINTAS	PW FIRST AID CABINET	24.92
		CORE & MAIN	WTR METERS	2,174.95
		CAPITAL CITY EQUIPMENT	ST/WTR/SWR BOBCAT 5185 PAR	34.42
		DES MOINES WATER WORKS	WTR LEAK LOCATING	275.00
		ETC GRAPHICS INC	ST/WTR/SWR TRUCK NUMBERS	82.50
		GENERAL FIRE & SAFETY	ST/WTR/SWR FIRE EXTING TES	161.67
		JAMES OIL COMPANY	GASOHOL	399.63
			GASOHOL	55.35
		MUNICIPAL SUPPLY INC	WTR HYDRANT COVER	64.00
		O'REILLY AUTO PARTS	ST, WTR, SWR HYDRAULIC FLUID	<u>49.99</u>
			TOTAL:	3,393.42
		SEWER DEPARTMENT	SEWER FUND	DOWNEY TIRE SERVICE
ALLIED SYSTEMS INC	SWR AVON PIIT LID			133.73
CINTAS	PW FIRST AID CABINET			24.93
ACCUJET LLC	SWR CLEANING			3,613.34
CAPITAL CITY EQUIPMENT	ST/WTR/SWR BOBCAT 5185 PAR			34.43
DES MOINES IRON & SUPPLY	SWR SID WALK PLOW REPAIR			41.14
ETC GRAPHICS INC	ST/WTR/SWR TRUCK NUMBERS			82.50
	SWR UNITS 504 & 520 #			22.50
GENERAL FIRE & SAFETY	ST/WTR/SWR FIRE EXTING TES			161.66
JAMES OIL COMPANY	GASOHOL			399.63
	GASOHOL			55.35
MICROBAC LABORATORIES, INC.	SWR WASTE WATER LAB JAN			2,701.25
O'REILLY AUTO PARTS	ST, WTR, SWR HYDRAULIC FLUID			<u>50.00</u>
	TOTAL:	7,391.45		

DEPARTMENT FUND VENDOR NAME DESCRIPTION AMOUNT

===== FUND TOTALS =====

001	GENERAL FUND	48,189.27
110	ROAD USE TAX	7,872.64
354	SCOTCH RIDGE HWY 5	10,600.00
600	WATER FUND	3,393.42
610	SEWER FUND	7,391.45
630	ELECTRIC UTILITY FUND	86,891.46

GRAND TOTAL: 164,338.24

SELECTION CRITERIA

SELECTION OPTIONS

VENDOR SET: 01-CITY OF CARLISLE
VENDOR: All
CLASSIFICATION: All
BANK CODE: All
ITEM DATE: 3/11/2024 THRU 3/11/2024
ITEM AMOUNT: 99,999,999.00CR THRU 99,999,999.00
GL POST DATE: 0/00/0000 THRU 99/99/9999
CHECK DATE: 0/00/0000 THRU 99/99/9999

PAYROLL SELECTION

PAYROLL EXPENSES: NO
EXPENSE TYPE: N/A
CHECK DATE: 0/00/0000 THRU 99/99/9999

PRINT OPTIONS

PRINT DATE: None
SEQUENCE: By Department
DESCRIPTION: Distribution
GL ACCTS: NO
REPORT TITLE: COUNCIL BILLS TO BE APPROVE 3/11/2024
SIGNATURE LINES: 0

PACKET OPTIONS

INCLUDE REFUNDS: YES
INCLUDE OPEN ITEM:NO

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
4 IMPRINT	PROMO HANDOUT WTR BOTTLES	GENERAL FUND	POLICE	<u>321.60</u>
			TOTAL:	321.60
ACCUJET LLC	SWR CLEANING	SEWER FUND	SEWER DEPARTMENT	<u>3,613.34</u>
			TOTAL:	3,613.34
AHLERS & COONEY PC	CH URBAN REVIT UPDATE	GENERAL FUND	LEGAL SERVICES	<u>384.00</u>
			TOTAL:	384.00
ALLIED SYSTEMS INC	SWR AVON PIIT LID	SEWER FUND	SEWER DEPARTMENT	<u>133.73</u>
			TOTAL:	133.73
AMAZON CAPITAL SERVICES	PD STREAMLIGHT BATTERIES	GENERAL FUND	POLICE	70.96
	FIRE BATTERIES FOR AIR PAC	GENERAL FUND	FIRE DEPARTMENT	131.58
	FIRE SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	228.01
	PARKS OFFICE SPEAKERS	GENERAL FUND	PARKS	<u>42.39</u>
			TOTAL:	472.94
AMERICAN TEST CENTER	EL BUCKET & DIGGER TRK TES	ELECTRIC UTILITY F	ELECTRIC DEPARTMENT	<u>910.00</u>
			TOTAL:	910.00
CAPITAL CITY EQUIPMENT	ST/WTR/SWR BOBCAT 5185 PAR ROAD USE TAX		STREET DEPARTMENT	34.42
	ST/WTR/SWR BOBCAT 5185 PAR WATER FUND		WATER DEPARTMENT	34.42
	ST/WTR/SWR BOBCAT 5185 PAR SEWER FUND		SEWER DEPARTMENT	<u>34.43</u>
			TOTAL:	103.27
CARLISLE VETERINARY CLINIC	ANIMAL CONTROL	GENERAL FUND	ANIMAL CONTROL	<u>315.78</u>
			TOTAL:	315.78
CINTAS	PW FIRST AID CABINET	ROAD USE TAX	STREET DEPARTMENT	24.92
	PW FIRST AID CABINET	WATER FUND	WATER DEPARTMENT	24.92
	PW FIRST AID CABINET	SEWER FUND	SEWER DEPARTMENT	24.93
	EL CABINET RESTOCK	ELECTRIC UTILITY F	ELECTRIC DEPARTMENT	<u>52.37</u>
			TOTAL:	127.14
CORE & MAIN	WTR METERS	WATER FUND	WATER DEPARTMENT	<u>2,174.95</u>
			TOTAL:	2,174.95
CYBER SOLUTIONS, LLC	PD FEB SERVICES	GENERAL FUND	POLICE	4,171.01
	FIRE IT	GENERAL FUND	FIRE DEPARTMENT	1,344.45
	CH,PW.EL. PRK. MONTHLY IT	GENERAL FUND	CITY HALL	<u>3,435.39</u>
			TOTAL:	8,950.85
DES MOINES IRON & SUPPLY	SWR SID WALK PLOW REPAIR	SEWER FUND	SEWER DEPARTMENT	<u>41.14</u>
			TOTAL:	41.14

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	ST/WTR/SWR TRUCK NUMBERS	SEWER FUND	SEWER DEPARTMENT	82.50
	SWR UNITS 504 & 520 #	SEWER FUND	SEWER DEPARTMENT	<u>22.50</u>
			TOTAL:	270.00
GALL'S INC.	PD PATCH ORDER	GENERAL FUND	POLICE	700.00
	PD REFUND	GENERAL FUND	POLICE	<u>682.80-</u>
			TOTAL:	17.20
GENERAL FIRE & SAFETY	PD 2024 FIRE EXTINGU INSPE	GENERAL FUND	POLICE	208.00
	ST/WTR/SWR FIRE EXTING TES ROAD USE TAX		STREET DEPARTMENT	161.67
	ST/WTR/SWR FIRE EXTING TES WATER FUND		WATER DEPARTMENT	161.67
	ST/WTR/SWR FIRE EXTING TES SEWER FUND		SEWER DEPARTMENT	161.66
	EL FIRE EXTING INSPECT	ELECTRIC UTILITY F	ELECTRIC DEPARTMENT	<u>1,283.00</u>
			TOTAL:	1,976.00
GRIMES ASPHALT & PAVING CORP	ST ASPHALT PATCH	ROAD USE TAX	STREET DEPARTMENT	<u>418.50</u>
			TOTAL:	418.50
JAMES OIL COMPANY	GASOHOL	GENERAL FUND	POLICE	2,878.61
	GASOHOL	GENERAL FUND	POLICE	398.70
	GASOHOL	GENERAL FUND	FIRE DEPARTMENT	43.32
	GASOHOL	GENERAL FUND	FIRE DEPARTMENT	6.00
	GASOHOL	ROAD USE TAX	STREET DEPARTMENT	937.88
	GASOHOL	ROAD USE TAX	STREET DEPARTMENT	129.90
	GASOHOL	WATER FUND	WATER DEPARTMENT	399.63
	GASOHOL	WATER FUND	WATER DEPARTMENT	55.35
	GASOHOL	SEWER FUND	SEWER DEPARTMENT	399.63
	GASOHOL	SEWER FUND	SEWER DEPARTMENT	55.35
	GASOHOL	ELECTRIC UTILITY F	ELECTRIC DEPARTMENT	719.11
	GASOHOL	ELECTRIC UTILITY F	ELECTRIC DEPARTMENT	<u>99.60</u>
			TOTAL:	6,123.08
JEFFRIES CLEANING LLC	PARKS CLEANING	GENERAL FUND	COMMUNITY CENTER	<u>375.00</u>
			TOTAL:	375.00
JOYCE DODGE	BINGO PRIZES	GENERAL FUND	COMMUNITY CENTER	<u>40.00</u>
			TOTAL:	40.00
KIELKOPF ADVISORY SERVICES, LLC	MEAN DEC 23-JAN 24	ELECTRIC UTILITY F	ELECTRIC DEPARTMENT	<u>422.50</u>
			TOTAL:	422.50
LARRYS WINDOW SERVICE INC	CH WINDOW CLEANING	GENERAL FUND	CITY HALL	<u>45.00</u>
			TOTAL:	45.00
LASER RESOURCES LLC	PD FEB PRINTING	GENERAL FUND	POLICE	<u>78.75</u>

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
EMED COMPASS	FIRE PHYSICALS	GENERAL FUND	FIRE DEPARTMENT	<u>2,050.00</u>
			TOTAL:	2,050.00
WALMART STORES - DES MOINES	EL SHOP SUPPLIES STOCK	ELECTRIC UTILITY F	ELECTRIC DEPARTMENT	<u>66.79</u>
			TOTAL:	66.79
METRO WASTE AUTHORITY	FEB CURBIT	GENERAL FUND	SOLID WASTE	7,318.48
	FEB SOLID WASTE GARBAGE	GENERAL FUND	SOLID WASTE	<u>18,233.31</u>
			TOTAL:	25,551.79
MEMPHIS MICROBAC LABORATORIES, INC.	SWR WASTE WATER LAB JAN	SEWER FUND	SEWER DEPARTMENT	<u>2,701.25</u>
			TOTAL:	2,701.25
MIDWEST RADAR & EQUIPMENT	PD RADAR CERT 2024	GENERAL FUND	POLICE	<u>287.00</u>
			TOTAL:	287.00
MUNICIPAL SUPPLY INC	WTR HYDRANT COVER	WATER FUND	WATER DEPARTMENT	<u>64.00</u>
			TOTAL:	64.00
NORRIS AUTOMOTIVE SERVICE INC	PD CREDIT	GENERAL FUND	POLICE	20.00-
	PD #108 TIRE REPLACEMENT	GENERAL FUND	POLICE	159.89
	PD #105 OIL, VALVE, WHEEL	GENERAL FUND	POLICE	<u>384.38</u>
			TOTAL:	524.27
O'REILLY AUTO PARTS	ST,WTR,SWR HYDRAULIC FLUID ROAD USE TAX		STREET DEPARTMENT	49.99
	ST PLOW TRUCK DEF FLUID ROAD USE TAX		STREET DEPARTMENT	43.96
	ST,WTR,SWR HYDRAULIC FLUID WATER FUND		WATER DEPARTMENT	49.99
	ST,WTR,SWR HYDRAULIC FLUID SEWER FUND		SEWER DEPARTMENT	<u>50.00</u>
			TOTAL:	193.94
SAFE BUILDING COMPLIANCE AND TECHNOLOG	FEB BLDG PERMITS	GENERAL FUND	BUILDING INSPECTIONS	<u>2,119.20</u>
			TOTAL:	2,119.20
SAUTER AUTOMOTIVE LLC	FD 1950 STORAGE	GENERAL FUND	FIRE DEPARTMENT	<u>840.00</u>
			TOTAL:	840.00
SERVICE PROVIDERS ASSOCIATION	PD MARCH SERVICES	GENERAL FUND	POLICE	235.00
	CH MONTHLY CLEANING	GENERAL FUND	CITY HALL	275.00
	EL CLEANING	ELECTRIC UTILITY F	ELECTRIC DEPARTMENT	<u>214.00</u>
			TOTAL:	724.00
SHUEY SERVICES, LLC	FD KITCHEN FLOOR REPAIR	GENERAL FUND	FIRE DEPARTMENT	<u>1,130.00</u>
			TOTAL:	1,130.00
SKYLINE SALT SOLUTIONS	ST ROAD SALT	ROAD USE TAX	STREET DEPARTMENT	<u>4,697.40</u>

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
WARREN COUNTY RECORDER	CH SPROUTS EASEMENT RECORD	GENERAL FUND	CITY HALL	<u>22.00</u>
			TOTAL:	22.00
WARREN COUNTY TREASURER	PD JAN/FEB VEHICLE HOLDS	GENERAL FUND	POLICE	<u>55.00</u>
			TOTAL:	55.00
WESCO	EL TRANSFORMER ABC WILD CA ELECTRIC UTILITY F	ELECTRIC DEPARTMENT		<u>83,082.29</u>
			TOTAL:	83,082.29
ZIPPY DRAIN CLEANING	PRK COMM BLD DRAIN CLEANIN	GENERAL FUND	COMMUNITY CENTER	<u>200.63</u>
			TOTAL:	200.63

===== FUND TOTALS =====

001	GENERAL FUND	48,189.27
110	ROAD USE TAX	7,872.64
354	SCOTCH RIDGE HWY 5	10,600.00
600	WATER FUND	3,393.42
610	SEWER FUND	7,391.45
630	ELECTRIC UTILITY FUND	86,891.46

	GRAND TOTAL:	164,338.24

SELECTION CRITERIA

SELECTION OPTIONS

VENDOR SET: 01-CITY OF CARLISLE
VENDOR: All
CLASSIFICATION: All
BANK CODE: All
ITEM DATE: 3/11/2024 THRU 3/11/2024
ITEM AMOUNT: 99,999,999.00CR THRU 99,999,999.00
GL POST DATE: 0/00/0000 THRU 99/99/9999
CHECK DATE: 0/00/0000 THRU 99/99/9999

PAYROLL SELECTION

PAYROLL EXPENSES: NO
EXPENSE TYPE: N/A
CHECK DATE: 0/00/0000 THRU 99/99/9999

PRINT OPTIONS

PRINT DATE: None
SEQUENCE: By Vendor Name
DESCRIPTION: Distribution
GL ACCTS: NO
REPORT TITLE: COUNCIL BILLS TO BE APPROVE 3/11/2024
SIGNATURE LINES: 0

PACKET OPTIONS

INCLUDE REFUNDS: YES
INCLUDE OPEN ITEM:NO

RESOLUTION 20240311001 TO APPROVE TAX ABATEMENT FOR
IMPROVEMENT ON A RESIDENTIAL DWELLING

WHEREAS, on May 29, 1990, the City of Carlisle, Warren County, Iowa did adopt an Urban Revitalization Plan with a tax abatement provision to encourage improvements to single family dwellings and commercial property; and,

WHEREAS, Donna M. Brown & Philip H. Brown, have submitted an application for tax abatement for improvements to a residential property within the City of Carlisle, Warren County, Iowa, in conformance with the City's Plan.

NOW, THEREFORE, be it resolved by the City Council of Carlisle, Iowa, that tax abatement be granted to Donna M. Brown & Philip H. Brown, for the improvement to their residential property located in Carlisle, Iowa and legally described as follows, to-wit:

JW Seid, Block 2 N 50' Lot 3 & S 24' Lot 4, an Official Plat now included
in and forming a part of the City of Carlisle, Warren County, Iowa

Locally known as: 800 N 5th, Carlisle, Warren County, Iowa 50047

BE IT FURTHER RESOLVED that a certified copy of this resolution with a copy of Donna M. Brown & Philip H. Brown's application for abatement attached thereto shall be forwarded to the Warren County Assessor.

PASSED AND APPROVED this _____ day of _____, 2024.

Drew Merrifield, MAYOR

ATTEST:

Shalee Crispen, CITY CLERK



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

[X] Prior approval for Intended Improvements [] Approval of Improvements Completed

Address of Property: 800 NORTH 5th CARLISLE

Legal Description of Property: 39500020030 JWSid Block 2 N 50' Lot 31 S24' Lot 4

Title Holder or Contract Buyer: Donna & Phillip Brown

Address of Owner (if different than above) Same

Phone Number (to be reached during the day) 641-777-7209

Existing Property Use: [X] Residential [] Commercial [] Industrial [] Vacant

Proposed Property Use: [X] Residential [] Commercial [] Industrial (check two) [] Rental [X] Owner-Occupied

Nature of Improvements: [] New Construction [X] Addition [] General Improvements

If residential; choose between: [] New Construction, 5-year 100% or [X] Renovations on Existing 5-year declining

Describe Improvements: GARAGE Addition

Estimated or Actual Date of Completion: June 1, 2024

Estimated or Actual Cost of Improvements: \$30,000

If rental property, complete the following: Number of Units: Tenants occupying the building when purchased (or present tenants if unknown)/Date of tenant occupancy/Relocation benefits received by eligible tenants: (to be continued on a separate page if necessary).

SIGNED: Phillip Brown Owner Donna Brown Co-Owner

CITY COUNCIL Application Approved/Disapproved Reason (if disapproved) City Council Date (as attested by the City Clerk)

ASSESSOR Present Assessed Value Assessed Value with Improvements Eligible or Non-Eligible for Tax Abatement (circle one) Assessor Date

RESOLUTION 20240311002 TO APPROVE TAX ABATEMENT FOR
IMPROVEMENTS TO A COMMERCIAL PROPERTY

WHEREAS, on May 29, 1990, the City of Carlisle, Warren County, Iowa did adopt an Urban Revitalization Plan with a tax abatement provision to encourage improvements to single family dwellings and commercial property; and,

WHEREAS, Heartland Co-op, has submitted an application for tax abatement for improvements to a commercial property within the City of Carlisle, Polk County, Iowa, in conformance with the City's Plan.

NOW, THEREFORE, be it resolved by the City Council of Carlisle, Iowa, that tax abatement be granted to Heartland Co-op, for the improvement to a commercial property located in Carlisle, Iowa and legally described as follows, to-wit:

The South 485 feet of the South Half (S %) of the Southeast Quarter (SE %) of Section 28, Township 78 North, Range 23 West of the 5th P.M., Polk County, Iowa, except legally established highways.

Locally known as: 5550 SE 64th Ave, Carlisle, Polk County, Iowa 50047

BE IT FURTHER RESOLVED that a certified copy of this resolution with a copy of Heartland Co-op's application for abatement attached thereto shall be forwarded to the Polk County Assessor.

PASSED AND APPROVED this _____ day of _____, 2024.

Drew Merrifield, MAYOR

ATTEST:

Shalee Crispin, CITY CLERK

**CITY OF CARLISLE
APPLICATION FOR TAX ABATEMENT UNDER THE
URBAN REVITALIZATION PLAN FOR**

Prior approval for Intended Improvements Approval of Improvements Completed

Address of Property: 5550 SE 64th Ave.

Legal Description of Property: 00012-160-000 Polk CO

Title Holder or Contract Buyer: Heartland Co-op

Address of Owner (if different than above) 2829 Westown Pkwy, Suite 350, WDM, IA 50266

Phone Number (to be reached during the day) 515-974-4337

Existing Property Use: Residential Commercial
 Industrial Vacant

Proposed Property Use: Residential Commercial Industrial
(check two) Rental Owner-Occupied

Nature of Improvements: New Construction Addition
 General Improvements

If new residential choose between: 5-year 100%

Describe improvements: 2-90' jump form concrete grain tanks with new unload pits. Approximately 1.8 million bushel capacity

Estimated or Actual Date of Completion: Summer 2024

Estimated or Actual Cost of Improvements: \$ 10.2 million

If rental property, complete the following: Number of Units: _____
Tenants occupying the building when purchased (or present tenants if unknown)/Date of tenant occupancy/
Relocation benefits received by eligible tenants: (to be continued on a separate page if necessary).

TENANT	DATE OF OCCUPANCY	RELOCATION BENEFITS
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SIGNED: Heartland Co-op
 Owner by Terry Frahm Co-Owner

CITY COUNCIL	<p align="center"><i>Terry Frahm EVP & Administration</i></p> <p>Application Approved/Disapproved _____ Reason (if disapproved) _____</p> <p>City Council _____ Date _____ (as attested by the City Clerk)</p>
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ASSESSOR	<p>Present Assessed Value _____ Assessed Value with Improvements _____ Eligible or Non-Eligible for Tax Abatement (circle one) _____</p> <p>Assessor _____ Date _____</p>
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RESOLUTION 20240311003 TO APPROVE TAX ABATEMENT FOR
CONSTRUCTION OF A NEW RESIDENTIAL DWELLING

WHEREAS, on May 29, 1990, the City of Carlisle, Warren County, Iowa did adopt an Urban Revitalization Plan with a tax abatement provision to encourage improvements to single family dwellings and commercial property; and

WHEREAS, Fawiz Bio Nigan and Miss Angela Daisy Kodji Kwamie, has submitted an application for tax abatement for new construction of residential property within the City of Carlisle, Warren County, Iowa, in conformance with the City's Plan.

NOW, THEREFORE, be it resolved by the City Council of Carlisle, Iowa, that tax abatement be granted to Fawiz Bio Nigan and Miss Angela Daisy Kodji Kwamie, for the property located in Carlisle, Iowa and legally described as follows, to-wit:

Lot 2 in DANAMERE FARMS PLAT 10, an Official Plat, now included in
and forming a part of the City of Carlisle, Iowa

Locally known as: 1295 Meadow View Drive, Carlisle, Iowa 50047

BE IT FURTHER RESOLVED that a certified copy of this resolution with a copy of Fawiz Bio Nigan and Miss Angela Daisy Kodji Kwamie's application for abatement attached thereto shall be forwarded to the Warren County Assessor.

PASSED AND APPROVED this _____ day of _____, 2024.

Drew Merrifield, MAYOR

ATTEST:

Shalee Crispen, CITY CLERK

Delivered 12/27/23



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

Prior approval for Intended Improvements Approval of Improvements Completed

Address of Property: 1295 Meadow View Dr Carlisle IA 50047

Legal Description of Property: Warren County, IA Parcel ID: 39090100020

Title Holder or Contract Buyer: Contract Buyer

Address of Owner (if different than above) 2100 Evergreen Av, Apt 24 Des Moines, IA 50320

Phone Number (to be reached during the day) 517 718 0330

Existing Property Use: Residential Commercial Industrial Vacant

Proposed Property Use: Residential Commercial Industrial

(check two) Rental Owner-Occupied

Nature of Improvements: New Construction Addition General Improvements

If residential; choose between: New Construction, 5-year 100% or Renovations on Existing 5-year declining

Describe Improvements: New Construction

Estimated or Actual Date of Completion: July 14th

Estimated or Actual Cost of Improvements: \$ 343,490

If rental property, complete the following: Number of Units: _____

Tenants occupying the building when purchased (or present tenants if unknown)/Date of tenant occupancy/Relocation benefits received by eligible tenants: (to be continued on a separate page if necessary).

TENANT DATE OF OCCUPANCY RELOCATION BENEFITS

SIGNED: [Signature] Owner Co-Owner

CITY COUNCIL

Application Approved/Disapproved Reason (if disapproved) City Council Date (as attested by the City Clerk)

ASSESSOR

Present Assessed Value Assessed Value with Improvements Eligible or Non-Eligible for Tax Abatement (circle one) Assessor Date

PROGRESS REPORT #1

CARLISLE INTERSECTION IMPROVEMENTS – SCOTCH RIDGE RD. IMPROVEMENTS

Date:	March 1, 2024	McClure Project #:	0020615007-001
To:	Deven Markley City Administrator 100 N. 1 st Street Carlisle, IA 50047	From:	Alex Schlader, PE Project Manager 335 SE Oralabor Rd. Ankeny, IA 50021
Email:	dmarkley@carlisleiowa.org	Principal:	Cody Forch, PE
Date Range of Report:	January 8, 2024 – February 24, 2024		

1. SUMMARY OF WORK DONE LAST PERIOD

- a. Completed our services for goodwill initiatives for the detour route flyers.

2. FORECAST OF ACTIVITIES PLANNED FOR NEXT PERIOD

- a. Working on as-built drawings for City's record.
- b. Closing out construction project.

3. SCOPE CHANGES / VALUE ADDED

- a. None

4. INPUT NEEDED / ACTION ITEMS

- a. None

5. UPCOMING SCHEDULE MILESTONES

- a. Notice of Discontinuation (NOD)
- b. Semi-Final Payment
- c. Final Payment and Retainage Release.



McClure Engineering Co.

Change Order Details

City of Carlisle - S 5th St & School St Improvements

Description	HMA Resurfacing on S 5th St and School St in the City of Carlisle MEC #: 210639-000 Directory: P:\210639-P00
Prime Contractor	HAWKEYE PAVING CORP. 801 42ND ST. S. BETTENDORF, IA 52722-0000
Change Order	4
Status	Pending
Date Created	02/19/2024
Type	As-Built Quantities
Summary	As-Built Quantities
Change Order Description	Balancing Change Order for any overruns and underruns
Awarded Project Amount	\$1,463,098.00
Authorized Project Amount	\$1,513,476.00
Change Order Amount	\$9,014.28
Revised Project Amount	\$1,522,490.28

Increases/Decreases

Line Number	Item ID	Unit	Unit Price	Current		Change		Revised	
				Quantity	Amount	Quantity	Amount	Quantity	Amount
Section: 1 - Description									
0010	1	UNIT	\$90.000	80.000	\$7,200.00	-80.000	-\$7,200.00	0.000	\$0.00
CLEARING AND GRUBBING									
Reason: Contract Unit Price									
0050	5	SY	\$20.000	1,965.000	\$39,300.00	36.600	\$732.00	2,001.600	\$40,032.00
SUBBASE, MODIFIED SUBBASE, 6"									
0090	9	EA	\$710.000	8.000	\$5,680.00	-5.000	-\$3,550.00	3.000	\$2,130.00
SUBDRAIN CLEANOUT, TYPE A-1,6 IN. DIA.									
Reason: Contract Unit Price									
0100	10	EA	\$780.000	19.000	\$14,820.00	-8.000	-\$6,240.00	11.000	\$8,580.00
SUBDRAIN OUTLETS AND CONNECTIONS, CMP, 8 IN. DIA.									
Reason: Contract Unit Price									
0120	12	EA	\$1,000.000	5.000	\$5,000.00	-2.000	-\$2,000.00	3.000	\$3,000.00
VALVE BOX EXTENSION									
Reason: Contract Unit Price									

Line Number	Item ID	Unit	Unit Price	Current		Change		Revised	
				Quantity	Amount	Quantity	Amount	Quantity	Amount
0160	16	EA	\$8,300.000	11.000	\$91,300.00	-3.000	-\$24,900.00	8.000	\$66,400.00
INTAKE ADJUSTMENT, MAJOR									
Reason: Contract Unit Price									
0180	18	VF	\$520.000	88.000	\$45,760.00	-17.590	-\$9,146.80	70.410	\$36,613.20
MANHOLE LINING W/CENTRIFUGALLY CAST COMENTITIOUS MORTAR LINER W/EPOXY SEAL									
Reason: Contract Unit Price									
0200	20	LF	\$40.000	2,640.000	\$105,600.00	55.400	\$2,216.00	2,695.400	\$107,816.00
CURB AND GUTTER, 2.5' 7 IN.									
0230	23	TON	\$127.000	845.000	\$107,315.00	109.240	\$13,873.48	954.240	\$121,188.48
HMA OVERLAY, 3 IN.									
0250	25	SY	\$15.000	1,303.000	\$19,545.00	255.840	\$3,837.60	1,558.840	\$23,382.60
REMOVAL OF SIDEWALK									
0260	26	SY	\$14.000	455.000	\$6,370.00	-19.000	-\$266.00	436.000	\$6,104.00
REMOVAL OF DRIVEWAY									
Reason: Contract Unit Price									
0270	27	SY	\$100.000	1,257.000	\$125,700.00	80.800	\$8,080.00	1,337.800	\$133,780.00
SIDEWALK, PCC, 4 IN.									
0280	28	SY	\$120.000	280.000	\$33,600.00	96.100	\$11,532.00	376.100	\$45,132.00
SIDEWALK, PCC, 6 IN.									

Line Number	Item ID	Unit	Unit Price	Current		Change		Revised	
				Quantity	Amount	Quantity	Amount	Quantity	Amount
0290	29	SF	\$75.000	235.000	\$17,625.00	11.000	\$825.00	246.000	\$18,450.00
DETECTABLE WARNING									
0300	30	SY	\$85.000	415.000	\$35,275.00	149.800	\$12,733.00	564.800	\$48,008.00
DRIVEWAY, PAVED, PCC, 6 IN.									
0310	31	SY	\$160.000	77.000	\$12,320.00	-44.300	-\$7,088.00	32.700	\$5,232.00
FULL DEPTH PATCH, PCC									
Reason: Contract Unit Price									
0330	33	SY	\$20.000	1,899.000	\$37,980.00	83.300	\$1,666.00	1,982.300	\$39,646.00
PAVEMENT REMOVAL									
0340	34	LF	\$10.000	2,600.000	\$26,000.00	55.400	\$554.00	2,655.400	\$26,554.00
CURB AND GUTTER REMOVAL									
0410	41	STA	\$250.000	25.000	\$6,250.00	-9.080	-\$2,270.00	15.920	\$3,980.00
PAINTED PAVEMENT MARKINGS, SOLVENT/WATERBORNE									
Reason: Contract Unit Price									
0460	46	LF	\$2.000	500.000	\$1,000.00	-300.000	-\$600.00	200.000	\$400.00
FILTER SOCK, 6 IN. DIA.									
Reason: Contract Unit Price									
0470	47	LF	\$0.100	500.000	\$50.00	-300.000	-\$30.00	200.000	\$20.00
FILTER SOCK REMOVAL									

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

Reason: Contract Unit Price

0480	48	EA	\$150.000	14.000	\$2,100.00	-14.000	-\$2,100.00	0.000	\$0.00
INLET PROTECTION DEVICE, DROP-IN INTAKE PROTECTION									

Reason: Contract Unit Price

0490	49	EA	\$20.000	14.000	\$280.00	-14.000	-\$280.00	0.000	\$0.00
INLET PROTECTION DEVICE, MAINTENACE									

Reason: Contract Unit Price

0500	50	LF	\$35.000	190.000	\$6,650.00	56.000	\$1,960.00	246.000	\$8,610.00
REMOVAL AND REINSTALLATION OF EXISTING FENCE, CHAIN LINK, 5 FT.									

0510	51	CY	\$1,600.000	5.000	\$8,000.00	14.300	\$22,880.00	19.300	\$30,880.00
COMBINED CONCRETE SIDEWALK AND RETAINING WALL									

0520	52	SF	\$60.000	124.000	\$7,440.00	-38.000	-\$2,280.00	86.000	\$5,160.00
CONCRETE STEPS, TYPE B									

Reason: Contract Unit Price

0530	53	LF	\$300.000	52.000	\$15,600.00	-26.000	-\$7,800.00	26.000	\$7,800.00
HANDRAIL, STEEL									

Reason: Contract Unit Price

Line Number	Item ID	Unit	Unit Price	Current		Change		Revised	
				Quantity	Amount	Quantity	Amount	Quantity	Amount
0560	63	LF	\$174.000	92.000	\$16,008.00	62.000	\$10,788.00	154.000	\$26,796.00
STORM SEWER, TRENCHED, 18 IN. DIA.									
0570	64	LF	\$138.000	160.000	\$22,080.00	-64.000	-\$8,832.00	96.000	\$13,248.00
STORM SEWER, TRENCHED, 12 IN. DIA.									
Reason: Contract Unit Price									
0580	65	LF	\$24.000	260.000	\$6,240.00	-10.000	-\$240.00	250.000	\$6,000.00
REMOVAL OF STROM SEWER, LESS THAN 36 IN. DIA.									
Reason: Contract Unit Price									
0670	74	SY	\$160.000	117.000	\$18,720.00	12.000	\$1,920.00	129.000	\$20,640.00
FULL DEPTH PATCH, PCC									
0680	75	SY	\$20.000	117.000	\$2,340.00	12.000	\$240.00	129.000	\$2,580.00
PAVEMENT REMOVAL									
32 items			Totals		\$849,148.00		\$9,014.28		\$858,162.28

This Document will become a supplement to the Contract and all provisions will apply hereto.

McClure Engineering Company

Date

Hawkeye Construction

Date

City of Carlisle

Date

Deven Markley

From: Brian Meyer <bmeyer@mcclurevision.com>
Sent: Friday, February 23, 2024 3:54 PM
To: Deven Markley
Cc: Tony Rhinehart; Dan Nixon; Mark Gawtry; Alex Schlader
Subject: [EXTERNAL] School St Final Change Order
Attachments: Change_Order_Details_City_of_Carlisle_-_S_5th_St__School_St_Improvements (13).pdf

Deven,

I've attached the Final Change Order for 5th and School St. This Change Order is to balance all items to show as-built quantities. These items have already been paid on the prior pay apps, so no new items have been added. This change order shows all overruns and underruns.

To keep you in the loop, we will still need to process two more pay applications for this project. The next will be to pay the last few items including seeding and SWPPP management. The final pay app will be to release the retainage. We will wait to process the Semi Final Pay App until Hawkeye successfully completes the seeding this spring.

Let me know if you have any questions.

Thanks,



BRIAN MEYER, P.E. *
PROJECT MANAGER

[Your vision. Engineered here.](#)

335 SE Oralabor Rd | Ankeny, IA 50021

D: (515) 303-8014 | O: (515) 964-1229 ext. 2256 | C: (641) 745-7377 | F: (515) 964-2370

*IA

Links contained in this email have been replaced by MailProtect Link Protection. If you click on a link in the email above, the link will be analyzed for known threats. If a known threat is found, you will not be able to proceed to the destination. If suspicious content is detected, you will see a warning.

accordance with the Contract Documents, or to otherwise comply with the Contract Documents or the terms of any special guarantees specified therein.

6. This Notice does not relieve Contractor of any surviving obligations under the Construction Contract and is subject to Owner's reservations of rights with respect to completion and final payment.

Signed:

FOX Strand

By (*signature*): _____

Name (*printed*): _____

Date: _____

Title: _____

Iowa Registration No.: _____

Accepted by:

Owner: _____

Resolution: _____

Signed: _____

Title: _____

Date: _____

Attest: _____

Distribution:

Engineer

Contractor

Owner



Task Order No. 24-01
City of Carlisle, Iowa (OWNER)
and Strand Associates, Inc.® (ENGINEER)
Pursuant to Agreement for Technical Services dated June 1, 2022

Project Information

Project Name: IA Highway 5 Water Main Crossing

Services Description: This project will include design of approximately 1,250 linear feet of 12-inch water main to extend transmission water main from the north side of Highway 5 in western Carlisle to the south side of Highway 5 to service potential industrial development. Services include design, easement acquisition assistance, and bidding-related services.

Scope of Services

ENGINEER will provide the following services to OWNER:

1. Design and Bidding-Related Services
 - a. Assist OWNER with defining the initial scope of geotechnical information that is required to allow OWNER to procure geotechnical engineering services.
 - b. Review the geotechnical report.
 - c. Communicate with local utility providers for Iowa One-Call locates.
 - d. Conduct a topographic survey of the water main route.
 - e. Conduct preliminary boundary and title research, including field time to locate controlling government and parcel corners along the potential water main route, in accordance with state statutes.
 - f. Attend up to two staff meetings during design, one meeting for project kick-off, and one 50 percent design meeting as a status review.
 - g. Provide drawings and technical specifications as follows:
 - (1) Prepare construction drawings and technical specifications, in accordance with the Iowa Statewide Urban Design and Specifications and OWNER's applicable standards, using OWNER-procured geotechnical information.
 - (2) Drawings will include water main plan and profile, bid items, construction details, stormwater pollution prevention plan, and restoration drawings. Traffic control drawings are not anticipated.
 - h. Prepare an erosion control plan.

City of Carlisle
Task Order No. 24-01
Page 2
March 5, 2024

- i. Prepare the Iowa Department of Natural Resources (IDNR) National Pollutant Discharge Elimination System and IDNR Water Supply permits. Permit fees shall be reimbursed by OWNER.
 - j. Prepare Bidding Documents using EJCDC C-700 Standard General Conditions of the Construction Contract, 2018 edition, technical specifications, and engineering drawings.
 - k. Submit Bidding Documents to OWNER for review and input.
 - l. Prepare prebid opinion of probable construction cost for project and submit to OWNER.
 - m. Review the draft Bidding Documents with OWNER; incorporate review comments, as appropriate; and submit two copies of the final Bidding Documents to OWNER.
 - n. Distribute Bidding Documents electronically through QuestCDN, available at www.strand.com and www.questcdn.com. Submit Advertisement to Bid to OWNER for publishing.
 - o. Prepare addenda and answer questions during bidding.
 - p. Attend bid opening, tabulate and analyze bid results, and assist OWNER in the award of the Construction Contract.
 - q. Prepare two sets of Contract Documents for signature.
 - r. Prepare easement descriptions based on the selected water main route. This project anticipates eight easement descriptions (four permanent and four temporary).
 - s. Submit easement descriptions to OWNER’s attorney for processing.
 - t. Prepare easement exhibits for use in obtaining easements. This project anticipates four easement exhibits.
2. Easement Acquisition Assistance
- Assist OWNER and OWNER’s Land Acquisition Professional, if needed, with easement acquisition as requested for up to 12 hours.

Compensation

OWNER shall compensate ENGINEER for Services under this Task Order an estimated fee of \$59,000 allocated as follows:

<u>Scope Item</u>	<u>Fee Type</u>	<u>Compensation</u>
Design and Bidding-Related Services	Lump Sum	\$56,500
Easement Acquisition Assistance	Hourly	\$ 2,500
	Total	<u>\$59,000</u>



Business of the City Council
Agenda Statement

For the meeting of: 03/11/2024

Item Title: Sick Leave Donation Bank

Contact Person: Deven Markley

SUMMARY EXPLANATION & HISTORY:

Chief Glover has an employee in his department who will be taking some time off to take care of a medical item for their family. Although the amount of time is currently unknown, there is a possibility that it may exceed the current leave balances that they have. Chief reached out to me to request we discuss the potential of creating a policy that would allow employees to donate sick leave to other employees. This has been brought up recently at a department head meeting as well. In that conversation, it was noted that the City had allowed time to be donated to a former employee when they were fighting cancer and needed additional hours. Though our discussions, the proposal would be to limit it to the highest tier of the existing funeral leave section of the employee handbook. That section reads: “...employee’s: spouse, child (step), parent (step), domestic partner, or spouse’s parent (step)”. We thought there may be benefit in adding some language, that allows for specific review on a case-by-case basis by me if a request comes in writing. There are several sections of the employee handbook that allow for reviewing specific circumstances as needed.

We do not expect this policy to be a widely or often used one but it could be very impactful for employees in the instance where they do use it. Due to this, I think some careful thought into how it may be crafted so it is fair to employees and the organization is worthwhile.

FUNDING:

Depending on the parameters set, there could be financial implications. The main one that comes to my mind would arise from a wage difference in the donator and the donee. For example, if an employee making \$20.00 per hour were to donate sick time to an employee whose hourly rate is \$40.00 per hour, the city would be theoretically gaining \$20.00 in “wage liability”. The reverse of this is also true with the theoretical “liability” decreasing. I think this could be resolved with some policy language if Council believes it needs addressed.

PROFESSIONAL REVIEW/OPINION (IF REQUIRED):

Click or tap here to enter text.

ALTERNATIVES:

1. Approve the item.
2. Deny the request.
3. Staff should conduct further research.
4. No action at this time.

RECOMMENDATION:

If Council is comfortable with the concept, Staff requests some any specific parameters be discussed during the meeting so a draft can be created and reviewed for the next meeting.

ATTACHMENTS:

Click or tap here to enter text.



Business of the City Council
Agenda Statement

For the meeting of: **03/11/2024**

Item Title: **Upgrade to Trail Connection**

Contact Person: **Deven Markley**

SUMMARY EXPLANATION & HISTORY:

Friends of Carlisle Parks member Denny Woodruff brought some concern to us regarding a 0.3 mile section of the trail running along Gateway Drive that will connect the Des Moines Trail Extension (Karras-Kaul Connector Trail) to the Carlisle Nature Trail. With the trail extension starting, Denny thought there may be an opportunity to work with Des Moines and the contractor to get the asphalt section upgrades to concrete. There are no current plans to address this section of the trail. I have had several conversations and believe the options are. I think they include:

1. Leave as is
2. Prioritize an upgrade in upcoming general obligation bonds (debt service property tax levy)
3. Pursue a short-term loan from a local bank (debt service levy or local option sales and service tax (LOSST))
4. Pursue paying for it with LOSST funds from sidewalks capital project fund

There are also 2 processes we believe may provide the route to get the project completed.

1. Work with the City of Des Moines to create a change order for their existing project and pay the City
2. Create our own project, bid and manage the project, and pay a contractor directly

I would like to reiterate here that this would be an opportunistic project that we do not currently have plans for. In looking at the sidewalk portion of the LOSST capital project fund, we would have some capacity to move forward depending on the price involved. That does create implications for that project fund though that would need discussed and direction provided by Council.

FUNDING:

This is an unplanned expense and would require a budget amendment before funds were expended. The number I have been provided is just shy of \$100,000 but the final number would be related to the path we choose to proceed with.

PROFESSIONAL REVIEW/OPINION (IF REQUIRED):

In speaking with bond attorney Steve Nadel who handles review of our bond documents, financing documents, and LOSST, his opinion was that the LOSST language passed would allow for this use. In short, we could legally use LOSST funds for this project. He also noted that it would meet the requirements for a reverse referendum if we pursued a general obligation (G.O.) financing option. This means we would not need to go to referendum for approval making a G.O. bond issuance easier.

ALTERNATIVES:

1. Approve the item.
2. Deny the request.
3. Staff should conduct further research.
4. No action at this time.

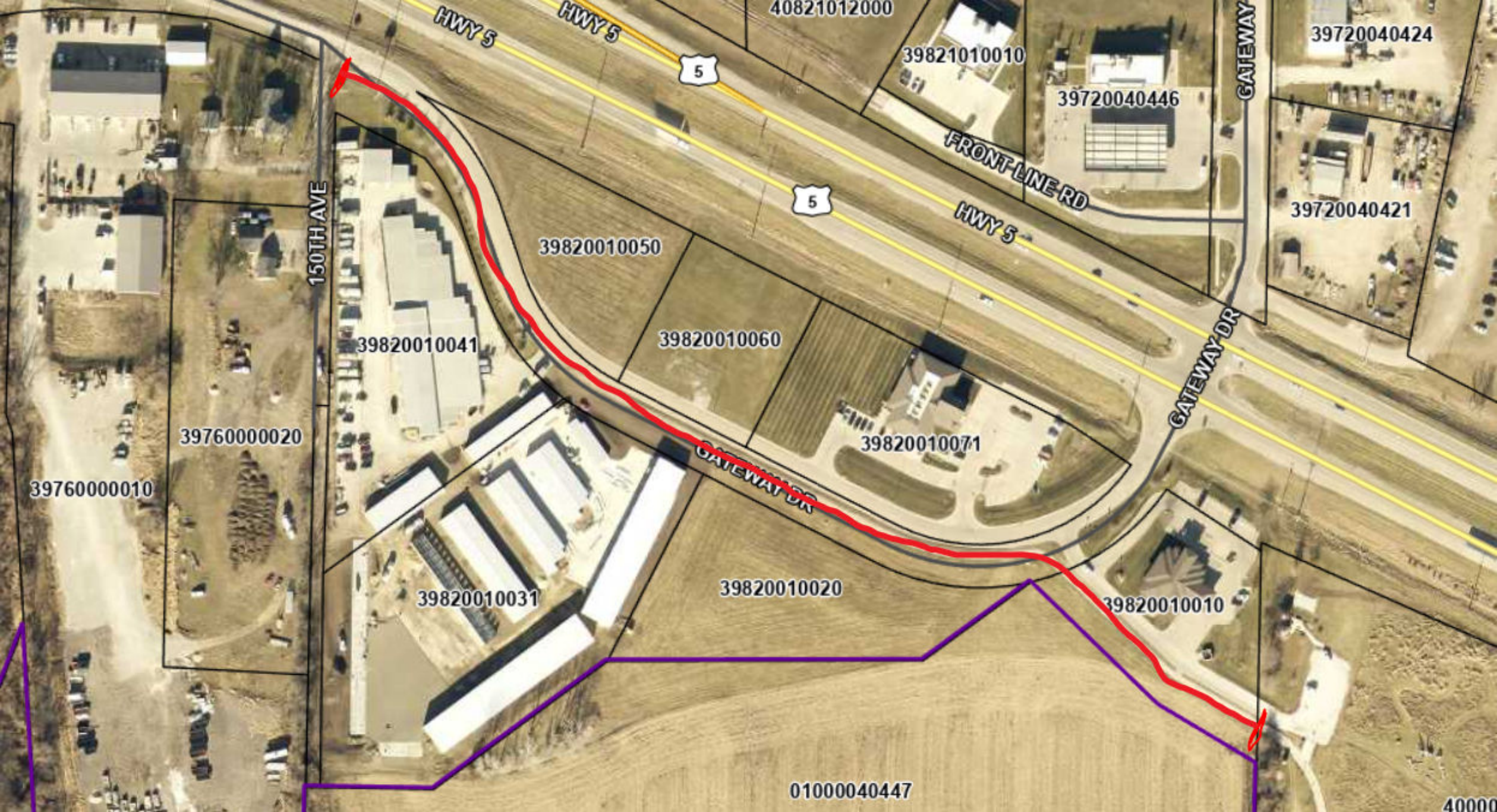
RECOMMENDATION:

Council must give direction on how they would like to proceed. If they would like to utilize LOSST funds, we would like direction on where trails fit into priorities amongst the city's sidewalk system so long-term planning with those funds can be reassessed and realigned.

ATTACHMENTS:

Map of location

LOSST Sidewalks Tracking Sheet – The associated amount is not programmed in that spreadsheet; the \$100,000 in FY2026 is a placeholder for paying for sidewalks associated with the School Street – Phase 3 (Downtown) Project currently in concept phase with Strand Associates



150TH AVE

HWY 5

HWY 5

5

5

FRONT-LINE RD

HWY 5

GATEWAY

GATEWAY DR

GATEWAY DR

39820010050

39820010060

39820010071

39820010020

39820010010

39820010041

39820010031

39760000020

39760000010

39821010010

39720040446

39720040424

39720040421

01000040447

40000

**LOSST Tracking Spreadsheet
Sidewalks**

Sidewalks	2017	2024	2025	2026	2027	2028	2029	2030
	Actual	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated
Fund Balance	\$ 44,481.00	\$ 301,320.20	\$ 309,320.20	\$ 198,259.20	\$ 96,259.20	\$ 99,259.20	\$ 97,259.20	\$ 99,759.20
Expected Revenues	\$ 44,481.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
Item	CIP Expenditures							
Administration, Legal, Notices		\$ 1,500.00	\$ -	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
ADA Ramps (\$2,500 each)		\$ 5,000.00	\$ -	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Citizen Sidewalk Coverage		\$ 25,000.00	\$ -	\$ 45,000.00	\$ 40,000.00	\$ 45,000.00	\$ 40,000.00	\$ 45,000.00
City Facility Sidewalks		\$ 500.00	\$ -	\$ 500.00	\$ 500.00	\$ 500.00	\$ 1,000.00	\$ 500.00
Downtown Project Sidewalk		\$ -	\$ -	\$ 100,000.00				
Hazardous Tree Removal		\$ 10,000.00	\$ -	\$ -				
Grant Match		\$ -	\$ 161,061.00	\$ -				
Total		\$ 42,000.00	\$ 161,061.00	\$ 152,000.00	\$ 47,000.00	\$ 52,000.00	\$ 47,500.00	\$ 52,000.00
Spending Over/Under Expected Revenue		\$ (8,000.00)	\$ 111,061.00	\$ 102,000.00	\$ (3,000.00)	\$ 2,000.00	\$ (2,500.00)	\$ 2,000.00
New Fund Balance		\$ 309,320.20	\$ 198,259.20	\$ 96,259.20	\$ 99,259.20	\$ 97,259.20	\$ 99,759.20	\$ 97,759.20

Taxing District:

The table below shows how current taxes levied within this taxing district are distributed. TIF included where applicable.

Taxing Authority	Non-TIF Property Tax	TIF Tax	Total Property Tax	Authority % of Tax
xxxxxxx School				
xxxxxxx County				
xxxxxxx City				
All Others				

The examples below show how taxes on a property with a value of 100,000 would be distributed in both the Current and Proposed Budget years:

Residential Property:

Taxing Authority	Tax Using Current Tax Rate	Tax Using Proposed Tax Rate	% Change
xxxxxxx School			
xxxxxxx County			
xxxxxxx City			

Commercial Property – Note the first 150,000 of Commercial property has the same taxation basis as Residential:

Taxing Authority	Tax Using Current Tax Rate	Tax Using Proposed Tax Rate	% Change
xxxxxxx School			
xxxxxxx County			
xxxxxxx City			

- 1) Final tax rates will change due to final adopted amounts, legislative changes, and other levy authorities not included on this mailing.
- 2) The proposed property tax levies on the front of this notice do not include any Self-Supported Municipal Improvement District (SSMID) tax within cities.
- 3) The examples of change in estimated taxes to be paid shown above are calculated using the full city rate, even for city agricultural land tax districts.
- 4) Rural taxing districts do not show any city rate information.
- 5) FOR POLK COUNTY ONLY – the proposed tax levy on the front of this notice does not include fire/EMS levies included in the County budget for certain townships.

For assistance interpreting the Property Tax Mailing consult <https://dom.iowa.gov/property-taxes>

**New Property Tax Mailing
Potential Mistaken Analysis**

Explanation	Comparing FY23-FY25		
	FY23	FY24	FY25
1. Enter your assessed value	\$ 204,100	\$ 204,100	\$ 280,300
2. Enter the rollback	54.1302%	54.0501%	46.3428%
3. Multiply line 1 by line 2 (Equals your gross taxable value)	\$ 110,480	\$ 110,316	\$ 129,899
4. Enter the tax levy for your tax district	\$ 14.89265	\$ 14.98960	\$ 14.99572
5. Because the tax levy is "per \$1,000 of value" you must divide line 3 by 1,000	\$ 110	\$ 110	\$ 130
6. Multiply line 4 by line 5 (Equals the Estimated Net Property Tax, rounded to the nearest whole even dollar)	\$ 1,645	\$ 1,654	\$ 1,948
Monthly Difference		\$ 0.69	\$ 24.53
Valuation Increase		1%	18%

State Property Tax Statement		Mistaken Analysis
FY24	FY25	
\$ 100,000	\$ 100,000	\$ 300,000
54.0501%	46.3428%	
\$ 54,050	\$ 46,343	
\$ 14.98960	\$ 14.99572	
\$ 54	\$ 46	
\$ 810	\$ 695	
	\$ (9.60)	\$ (28.81)
	-14%	

Combined Levy Sample (all city, school, county and state levies)		
FY23	FY24	FY25
\$ 204,100	\$ 204,100	\$ 280,300
54.1302%	54.0501%	46.3428%
\$ 110,480	\$ 110,316	\$ 129,899
\$ 40.4570	\$ 40.5460	\$ 40.4738
\$ 110	\$ 110	\$ 130
\$ 4,470	\$ 4,473	\$ 5,257
	\$ 0.27	\$ 65.38
		18%

PROGRESS REPORT #1

CARLISLE INTERSECTION IMPROVEMENTS – SCOTCH RIDGE RD. & HIGHWAY 5

Date:	March 1, 2024	McClure Project #:	2023001713-000
To:	Deven Markley City Administrator 100 N. 1 st Street Carlisle, IA 50047	From:	Alex Schlader, PE Project Manager 335 SE Oralabor Rd. Ankeny, IA 50021
Email:	dmarkley@carlisleiowa.org	Principal:	Cody Forch, PE
Date Range of Report:	January 8, 2024 – February 24, 2024		

1. SUMMARY OF WORK DONE LAST PERIOD

- a. Creation of design files.
- b. Preparation of check plan sheets.
- c. Internal review of plan sheets.
- d. Opinion of Probable Costs

2. FORECAST OF ACTIVITIES PLANNED FOR NEXT PERIOD

- a. Check Plan Design Review Meeting
- b. Address check plan comments and finalize plan sheets.
- c. Set project bid date prepare of bid documents.

3. SCOPE CHANGES / VALUE ADDED

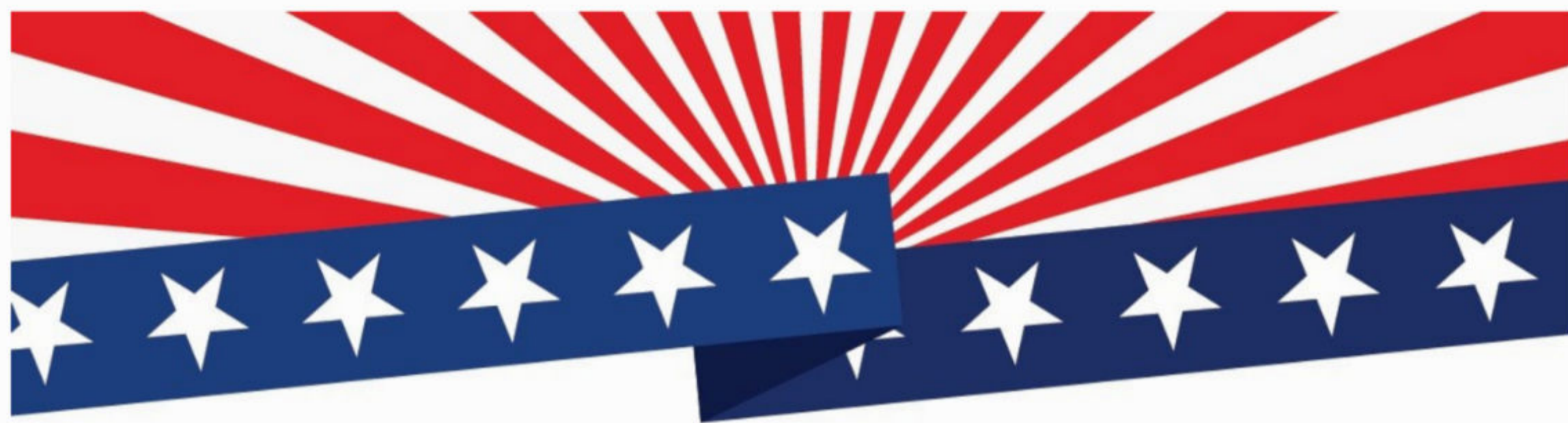
- a. None

4. INPUT NEEDED / ACTION ITEMS

- a. Schedule Check Plan Design Review Meeting
 - i. McClure will be reaching out for availability once plans are submitted.

5. UPCOMING SCHEDULE MILESTONES

- a. Check Plan Design Review Meeting
- b. Final Plan Submittal
- c. Bid Letting
- d. Construction Contract Award
- e. Construction



**Have a Cup of Coffee and Talk with Your
Carlisle Mayor Drew Merrifield
Iowa Legislators – Senator Julian Garrett &
Representative Stan Gustafson
County Supervisor Crystal McIntyre
Superintendent Erik Anderson
Saturday, March 16, 2024
Carlisle City Hall Council Chambers
100 N. 1st Street, Carlisle, Iowa
10:00 AM – Networking
10:15 AM – Discussions & Questions for Elected
Officials & Superintendent of Carlisle Schools
Opportunity to Hear Up-dates and come with
questions
Adjournment 11:30 AM**

