

# NOTICE OF MEETING OF THE CARTER LAKE CITY COUNCIL

City Council agendas are available at [www.cityofcarterlake.com](http://www.cityofcarterlake.com)

You are hereby notified that a meeting of the City Council of the City of Carter Lake, Iowa, will be held **Monday, November 18, 2024, 7:00 p.m.,**

**in the City Hall Council Chambers, 950 East Locust Street, Carter Lake, Iowa,**

for the purpose of taking official action on the agenda items shown hereinafter and for such other business that may properly come before the Council. This is a formal meeting during which the Council may take official action on various items of business. If you wish to speak on an item, please follow the seven participation guidelines adopted by the Council for speakers:

1. Anyone may address the Council on any agenda item.
  2. Speakers should approach the microphone one at a time and be recognized by the Mayor.
  3. Speakers should give their name, spell their name, give their address, and then their statement.
  4. Everyone should have an opportunity to speak. Therefore, please limit your remarks to three minutes on any one item.
  5. At the beginning of the discussion on any item, the mayor may request statements in favor of an action to be heard first, followed by statements in opposition to the action.
  6. Any concerns or questions you may have which do not relate directly to a scheduled item on the agenda will also be heard under "Citizen Concerns".
  7. For the benefit of all in attendance, please turn off all cell phones and other communication devices while in the City Council Chambers.
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1. Pledge of allegiance
2. Roll call
3. Approval of the agenda
  - a. additions or deletions
4. **CONSENT AGENDA**
  - a. Department head reports
    - i. Library, Community Center, Maintenance/Parks, Police, Fire/EMS
  - b. City council minutes – OCTOBER
  - c. Planning board minutes – OCTOBER
  - d. Overtime and comp time reports – OCTOBER
  - e. Abstract of claims – OCTOBER
  - f. Receipts – OCTOBER
  - g. Financial reports – OCTOBER
  - h. Liquor License Renewal – CASEY'S GENERAL STORE – renewal 11/21/24

**---END OF CONSENT AGENDA---**

## **NEW BUSINESS**

5. Zum Services - Conditional Use Permit
6. Lakeside Auto Recyclers – Expansion of zoning district
7. Communications from:
  - a. Department Supervisors
  - b. Mayor Ronald Cumberledge
    - i. Appointment of Fire Department member - Jack Vandebussche
    - ii. Appointment to Library Board – 2 open seats
    - iii. Appointment to Parks & Rec Board – 1 open seat

- c. Aaron Grell
    - i. Land Use Consultant
    - ii. City Administration Consultant
  - d. David Levy, Attorney
    - i. Dangerous Buildings - 122 Carter Lake Club
  - e. Planning Board Update
8. ORDINANCES AND RESOLUTIONS:
- a. 1<sup>st</sup> reading of amendment to golf cart ordinance
  - b. 1<sup>st</sup> reading of amendment to city code 20.05 Publications
  - c. 1<sup>st</sup> reading of amendment to city code 5.06 Meetings
  - d. 2<sup>nd</sup> reading of amendment to UTV ordinance
  - e. Consider resolution to publish notice of hearing on adoption of proposed “Code of Ordinances”
  - f. Consider resolution to approve application for exemption of Urban Revitalization Area for 1302 Cedar St
  - g. Consider resolution to complete transfers for 2023-2024 budget
  - h. Consider approving Annual Financial Report
  - i. Consider update to employee handbook for meal reimbursements for traveling employees
  - j. Consider wage resolution for Kaitlyn Watson
  - k. Consider wage resolution for Lauri Wilhite
  - l. Consider wage resolution for Nicholas Dargy
9. CITIZEN CONCERNS (3 minutes per resident)
- a. Catherine Todero – emergency notification system
10. COUNCIL CONCERNS (3 minutes per member)
11. Closed Session

## ADJOURNMENT

### **ADA AND INCLUSIVE LANGUAGE NOTICE**

The City of Carter Lake does not discriminate based on disability in admission to, access to, or operations of its programs, services, or activities. Individuals who need auxiliary aid for effective communication in programs and services of the City of Carter Lake are invited to make their needs and preferences known to the

ADA Compliance Officer, City Hall, 950 East Locust Street, (712) 347-6320.

This notice is provided as required by Title II of the Americans with Disabilities Act of 1990.

The City of Carter Lake promotes equity and inclusion of protected classes including sex, ethnicity, color, familial status, gender identity, age, marital status, national origin, geographic background, race, creed, religious and spiritual beliefs, sexual orientation, socioeconomic status, mental and physical disability, or veteran status in admission to, access to, or operations of its programs, services, or activities. This notice applies to all departments, employees, commissions, boards, and volunteers that work with the City of Carter Lake.

## CLCC Monthly Report-October 2024

1120 Willow Dr

712-847-8565 ext 310

[clccdirector@carterlake-ia.gov](mailto:clccdirector@carterlake-ia.gov)

<u>ITEM</u>	<u>STATS</u>		
Reservations	Total/Prev. Mo. 2/1		Revenue/Prev. Mo. \$270/\$450
Memberships	Total/Prev. Mo. 803/809	Sales/Prev. Mo./Prev. Year 25/42/72	Revenue/Prev. Mo. \$2,821.10/\$2,394.07
Fitness	Attendance Total/Prev. Mo. 256/310		Attendance Average/Prev. Mo. 2.2/3.1
Recreation/Activities	Events/Prev. Mo. 2/1	Event Attendance/Prev. Mo. ~600/15	Activity Attendance/Prev. Mo. 478/429
Admittance/Prev Mo./Prev. Year 1667/1463/1671			

### Highlights:

- Trunk or Treat/Monster Mash turned out over 500 people to attend and nearly 40 vehicles to hand out candy. Thank you to all who helped and came out!
- The Senior Center celebrated birthday night with family feud game night!
- Activity Attendance, reservations, admittance, and membership revenue were up
- Basketball registration has built two teams and is still recruiting for more!

### Lowlights:

- Reservation revenue, memberships, sales, fitness attendance, down from September.

### Looking Ahead:

- The CLCC is looking into sponsoring youth roller hockey teams, and hosting an indoor adult intramural volleyball league
- The CLCC will be closed Thursday November 28<sup>th</sup> through December 1<sup>st</sup> for Thanksgiving, however the Annual Winterfest will be hosted at the CLCC on Sunday December 1<sup>st</sup>



# Carter Lake Iowa Police Department

950 E Locust St, Carter Lake, IA 51510

Phone (712) 347-5920 Fax (712) 347-6486

Printed on October 31, 2024

## CLPD Monthly Arrest Report

Case Number	Charges	Arrest Date	Last, First Name	Address
CL24-000852	Theft 1st -- Possession of Stolen	09/18/24	OLIVER, GENISE	900 E LOCUST ST,
CL24-000873	Fugitive From Justice - 1989	09/24/24	KESSLER, MACY	1540 SILVER LN,
CL24-000886	Theft 1st -- Possession of Stolen	09/26/24	TIMPERLEY, LEE III	2813 N 9TH ST,
CL24-000854	Burglary 2nd Deg -- Person Pres,	09/18/24	ROSENTHAL,	3008 N 13TH ST,
CL24-000850	Theft 1st -- Possession of Stolen	09/18/24	DICKINSON, JACOB	1201 AVENUE H,
CL24-000845	GENERAL PURPOSE REPORT	09/17/24	FUCHS, BREANNA	1103 E LOCUST ST,
CL24-000789	Theft 5th -- Shoplifting Under \$300	09/03/24	COOPER, TREYSEN	3105 SURFWOOD DR,
CL24-000788	Theft 1st -- Possession of Stolen	09/03/24	MIT, CHANEE	1031 AVENUE H,
CL24-000872	Fugitive From Justice - 1989	09/23/24	MORGAN-PRIESTINO,	2700 N. 9TH STREET,
CL24-000871	False Reports -- 911 Call; Trespass	09/23/24	LAWRIE, JAMES	3000 N 13TH ST,
CL24-000836	Public Intoxication -- 1st Off	09/15/24	SUPICA, AUSTIN	1300 E LOCUST ST,
CL24-000833	Fail to Maintain Control of Motor	09/13/24	POTTER, KIERSTIN	1000 CACHELIN DR,
CL24-000786	Indecent Exposure - Masturbate in	09/01/24	MAXWELL,	1031 AVE H, CARTER
CL24-000891	Theft 5th -- All Other Larceny Under	09/27/24	MILTON, TIAHNA	1031 AVENUE H,

<b>Case Number</b>	<b>Charges</b>	<b>Arrest Date</b>	<b>Last, First Name</b>	<b>Address</b>
CL24-000895	Possession Of Controlled Substance	09/27/24	WHITE, KARL	2200 ABBOTT DR,
CL24-000898	GENERAL PURPOSE REPORT	09/28/24	RAGSDALE, JACOB	1300 AVE K, CARTER
CL24-000875	Possession Of A Controlled	09/24/24	ACOSTA, JOEL	1300 DORENE BLVD,
CL24-000874	Disorderly Conduct - Obstruct	09/24/24	CAMP, GLENN	210 E LOCUST ST,
CL24-000870	GENERAL PURPOSE REPORT	09/23/24	GRAHAM, BRYAN	3510 N 9TH STREET
CL24-000859	Possession Of A Controlled	09/19/24	BRAYMAN, TABITHA	500 AVE J, CARTER
CL24-000855	Fugitive From Justice - 1989	09/18/24	CARRASCO, LUCILLE	500 E LOCUST
CL24-000822	Fugitive From Justice - 1989	09/11/24	MCBRIDE, JACOB	1650 E LOCUST
CL24-000812	GENERAL PURPOSE REPORT	09/10/24	WALTERMIRE, ANDY	2020 ABBOTT DRIVE,
CL24-000810	Public Intoxication -- 1st Off; Assault	09/09/24	BONHAM, BROOKE	2020 ABBOTT DRIVE,
CL24-000808	GENERAL PURPOSE REPORT	09/09/24	DERBY, JACOB	1202 E LOCUST
CL24-000897	OWI -- 1st Offense	09/28/24	ROSS, MICHAEL	E LOCUST ST /
CL24-000890	Interfere w/ Official Acts, \$0	09/27/24	WONDER, BRADLEY	3510 N 9TH ST LOT
CL24-000864	NO VALID DRIVERS LICENSE;	09/21/24	MENDEZ PEREZ,	109 E LOCUST ST,
CL24-000827	Open Container -- Driver (21 Years	09/12/24	BULLOCK, EDWIN VI	2449 N 13TH ST,
CL24-000804	Fugitive From Justice - 1989	09/08/24	MOORE, KYLE	1202 E LOCUST ST,
CL24-000802	Fail to Provide Proof of Finan.	09/07/24	MEUSCHM, TONYA	1102 DORENE BLVD,
CL24-000796	HOLD FOR OTHER IOWA	09/05/24	SUNDERMAN,	1031 AVENUE H,

<b>Case Number</b>	<b>Charges</b>	<b>Arrest Date</b>	<b>Last, First Name</b>	<b>Address</b>
CL24-000901	Trespass -- Refuse to Vacate, \$0	09/30/24	DU, DU	1202 E LOCUST ST,
CL24-000896	Possession Of Controlled Substance	09/27/24	WRIGHT, MYICIA	1031 AVE H, CARTER

**Total Records: 34**



## Codes With Descriptions

	Totals	
911 - 911 HANGUP CALL	2	2
ABUSE - ABUSE OR NEGLECT	1	1
ADMIN - ADMINISTRATIVE ASSIGNMENT	20	20
ALAA - AUDIBLE ALARM	1	1
ALAB - BUSINESS ALARM	5	5
ANIMAL - ANIMAL COMPLAINT	9	9
ARES - RESIDENTIAL OR HOME ALARM	3	3
ARMED - ARMED SUBJECT	2	2
ASSA - ASSAULT	3	3
BDC - BROADCAST	3	3
BURG - BURGLARY	5	5
CBHOP - CBPD HOMELESS/TRANSIENT OUTREACH PROJECT	1	1
CLEAR - CLEAR THE LOT	1	1
CLOC - CHECK LOCATION	34	34
COMPLAINT - COMPLAINT REPORT	3	3
CRIM - CRIMINAL MISCHIEF OR VANDALISM	3	3
CRIM - CRIMINAL MISCHIEF OR VANDALISM; CIVIL - CIVIL PAPERS, CIVIL SITUATION, KEEP THE PEACE	1	1
CWEL - CHECK THE WELFARE	14	14
DISTBAR - DISTURBANCE AT A BAR	1	1
DIST - DISTURBANCE	14	14
E17 - FALLS; ASFD - ASSIST FIRE DEPARTMENT	1	1
E26 - SICK PERSON (SPECIFIC DIAGNOSIS); ASFD - ASSIST FIRE DEPARTMENT	1	1
E32 - UNKNOWN PROBLEM (PERSON DOWN); ASFD - ASSIST FIRE DEPARTMENT	1	1
EXPO - INDECENT EXPOSURE	2	2
FOLL - FOLLOW UP	23	23
FOUND - FOUND PROPERTY	1	1
HARR - HARASSMENT	1	1
INTO - INTOXICATED SUBJECT	2	2
JUV - JUVENILE PROBLEMS	3	3
LPERSON - LOCATED OR FOUND PERSON/JUVENILE	1	1
MJUV - MISSING JUVENILE	1	1
NOIS - NOISE COMPLAINTS	3	3
OPEN - OPEN DOOR	1	1
PARKING - PARKING PROBLEMS, CONTINUOUSLY PARKED VEHICLE	9	9
PDHR - PROPERTY DAMAGE HIT AND RUN	1	1
PD - PROPERTY DAMAGE ACCIDENT	2	2
PD - PROPERTY DAMAGE ACCIDENT; E29 - TRAFFIC /TRANSPORTATION INCIDENTS	1	1
PROWLER - PROWLER	1	1
REST - PROTECTIVE OR RESTRAINING ORDER VIOLATION	1	1

**Codes With Descriptions**

	<b>Totals</b>	
SEXU - SEXUAL ASSAULT	2	2
SHOP - SHOPLIFTER	2	2
STNV - STOLEN VEHICLE	3	3
SUSP - SUSPICIOUS ACTIVITY	17	17
THEFT - THEFT	7	7
THREAT - THREATS	5	5
TRAFFIC - TRAFFIC STOP	72	72
TRAFP - TRAFFIC PROBLEM	1	1
TRESPASS - TRESPASSING	18	18
VICE - DRUGS, PROSTITUTION, VICE ASSIGNMENT	2	2
WANTED - WANTED PERSON	6	6
WANTED - WANTED PERSON; E4 - ASSAULT/SEXUAL ASSAULT/STUN GUN	1	1
<b>Totals</b>	<b>318</b>	<b>318</b>



Carter Lake Public Library Board Meeting  
October 21st, 2024

Library  
6:15 pm

## Minutes

### Roll Call

Present: Patti Midkiff-President, Bonnie Freeman Vice President, Delbert Settles, Makenna Kay, Mary Allen, Sharon Paterson (call-in)

Staff Present: Tiffany Zuerlein

#### **I. Roll Call of Members**

a. Patti called the meeting to order at 6:03pm

#### **II. Disposition of Minutes of Previous Meeting**

a. Bonnie made a motion to accept the September minutes. Delbert seconded. All in favor.

#### **III. City Financial Report**

a. City Hall does not have the June-September reports ready. Sharon made a motion to table the financials until next month. Delbert seconded. All in favor.

#### **IV. Action on Bills**

a. Makenna motioned to approve payment of the bills. Sharon seconded. All in favor.

#### **V. Progress and Service Report of the Director**

a. Tiffany presented the director's report.

i. The Iowa State Library's Annual Report has been submitted and signed by Patti.

b. Bonnie Motioned to accept the report. Delbert seconded. All in favor.

#### **VI. Unfinished Business**

##### a. Unattended Children Policy

I. Tiffany proposed changing the language to "children under 10 should be accompanied by an adult or caregiver 12 years or older", rather than 15 or older.

II. Bonnie motion to accept the proposed changes. Makenna seconded. All in favor.

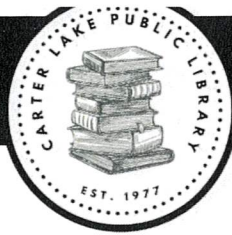
##### b. Loitering Policy

I. Tiffany proposed changing the language from "talking loudly" to "shouting".

II. Sharon motioned to accept. Bonnie seconded. All in favor.

##### c. Confidentiality Policy

I. Bonnie motioned to table the discussion on this until next month. Delbert seconded. All in favor.



d. Reconsideration Policy

- I. Tiffany proposed adding the questions 1) Have you read any reviews and 2) Give specific examples and locations of what is objectionable.
- II. Makenna Motioned to accept. Sharon seconded. All in favor.

e. Circulation Policy

- I. Tiffany proposed changing the language for card holders from "residency in Carter Lake" to "residency from Iowa".
- II. Nonresident access was discussed. Final decision to change the fee to \$35 for an individual and \$50 for a family.
- III. Delbert motioned to approve. Makenna seconded.

**VII. New Business**

- a. Overtime was discussed and how it should be handled.
- b. The name of the library (Edward F. Owen Memorial Library) has not changed; it was shortened for the website to make the search easier.
- c. Library of Things is slow, but it is being used.
- d. Sharon Paterson resigned, effective immediately.

**VIII. Training**

- a. Tiffany gave a tutorial on how to use the LinkedIn Learning Program.
- b. Discussion ensued that this may be beneficial to school students, especially for those not planning to go to post-secondary education.

**IX. Public Comments from the Library Director, Library Board, and/ or Carter Lake citizens (3 - 5 minutes each)**

**X. Next Board Meeting Date: November 11th, 2024 6:00 pm**

**XI. Adjourn**

- a. Bonnie motioned to adjourn the meeting at 7:14 pm. Delbert seconded. All in favor.



## Month in Review

- ★ The adult take and make kits this month were very popular. There was the Inktober challenge as well as the spice kits.
- ★ The writing workshop that the library hosted with the Nebraska Writers Collective was a great event. National Poet Laureate Stephanie Pacheco led a great workshop and everyone seemed to enjoy it.
- ★ We hosted a tarot card reading event and that went over well.
- ★ The spooky planters for Just Craftin' Around were successful. It was a well attended event.
- ★ The Pickle Autopsy event for the kids on Monday Mayhem was huge! We had over 20 kids participate in the event.
- ★ The collaborative Halloween event with CLCC went really well. We had over 500 kids go through the library's haunted house. It was super fun and I think everyone had a great time.
- ★ Boozy Book Club met again and discussed Jodi Piccoult's "Change of Heart". Next month we will be reading "Remarkably Bright Creatures" by Shelby Van Pelt.
- ★ A new book club geared for families began this month. Meggie had families read "Pickle Juice on a Cookie" by Julie Sternberg. Two families participated in this book club.

## What's to Come

- ★ The adult take and make kits this month are the Spice Kit featuring cloves and our Tiny Art Show kit. The Tiny Art Show kit has a tiny canvas with easel, paints and a paintbrush. Patrons will return their completed canvases on November 22nd and we will feature everyone's art!
- ★ It's Dino-Vember! The library will host multiple dino themed events for Dino-Vember. The kids will make dinosaurs out of clay during one of our Monday Mayhems. There will be a T-Rex Tea Party during Tuesday's storytime and during Thursday's storytime the kids will participate in messy dinosaur fun. On Saturday, November 9th, the library will host Stomp! Chomp! Roar!
- ★ Adult Board Game night will be held on Friday, November 15th.
- ★ This month's Just Craftin' Around will feature the craft Pony Bead Corn.
- ★ The library will host Read to a Dog on November 20th at 4:30.
- ★ This month the library will have a new adult book club called "This Book Club is my Alibi". This book club will read psychological thrillers. The first book discussed will be, "The Perfect Marriage" by Jeneva Rose.
- ★ Meggie's Family Book Club will be discussing "Charlotte's Web" by E.B. White.
- ★ On November 13th at 5:30, the library will host a recipe swap night. People will bring samples of their dish and the recipe along with it. Hopefully everyone will leave with a new favorite dish!
- ★ Adult Silent Book Club will begin on Wednesday, November 20th at 6:00pm.



**Library Director's Report**  
**November 11, 2024**  
**6:00pm**

<b>October Patron Data</b>	
<b>Monthly Network Usage</b>	<b>1308</b>
<b>Unique Wi-Fi Visitors</b>	<b>198</b>
<b>Computer Usage</b>	<b>187</b>
<b>New Library Cards</b>	<b>13</b>
<b>Renewed Cards</b>	<b>3</b>
<b>Patron Count</b>	<b>1174</b>
<b>Program (Services)</b>	<b>73</b>
<b>Programming (Participants)</b>	<b>1281</b>
<b>Circulation</b>	<b>653</b>
<b>E-Audiobooks/Ebooks</b>	<b>236</b>

Community Members who checked out materials from the library in Month saved a total of **\$9637.71!**

<b>Library Revenue</b>	
<b>Black and White Copies</b>	<b>26.65</b>
<b>Color Copies</b>	<b>5.50</b>
<b>Fax</b>	<b>14.25</b>
<b>Donations</b>	<b>0</b>
<b>Sales (Books)</b>	<b>0</b>
<b>Fines (Damaged Books)</b>	<b>0</b>
<b>Lamination</b>	<b>0</b>
<b>Library Card (NR)</b>	<b>0</b>
<b>Monthly Total</b>	<b>46.40</b>

# Carter Lake Public Library

October-2024

In October, 198 unique patrons used your library WiFi. On average, these patrons visited to use the WiFi on just under 6 individual days.

Change from prior month



1308 ↑ 5.65%

Monthly Sessions



1111 ↑ 7.76%

Total Visits



198 ↓ -6.6%

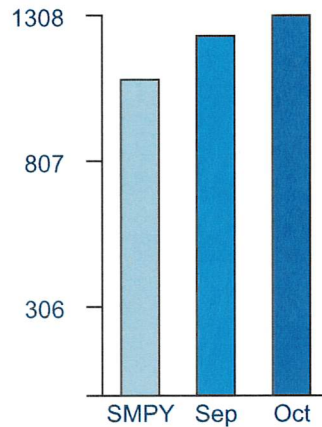
Unique Visitors



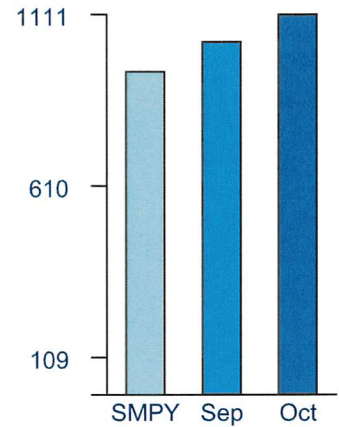
5.61 ↑ 15.43%

Average Return Rate

Total Monthly Session Count

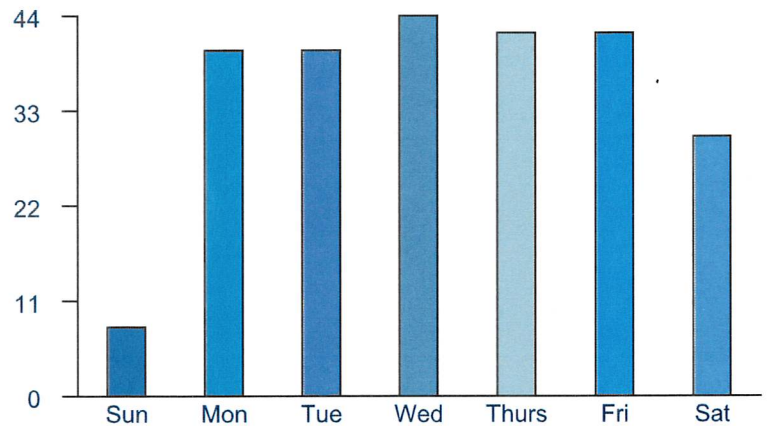


Total Monthly Visits

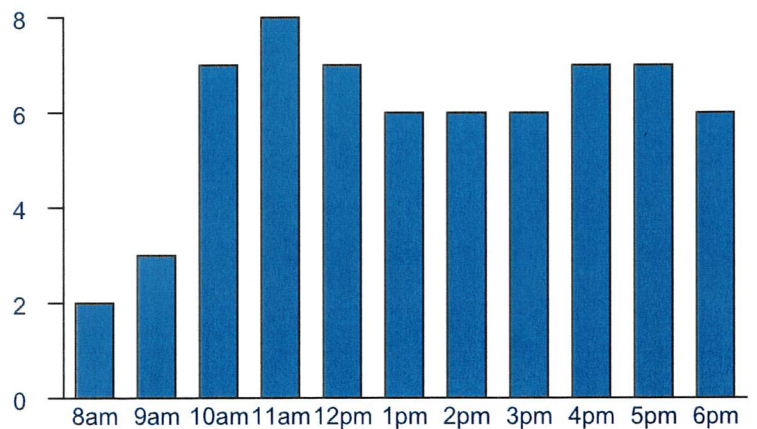


\*SMPY: Same Month Prior Year

Average Daily Visits



Average Peak Hourly



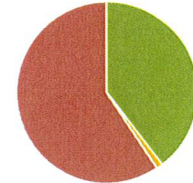
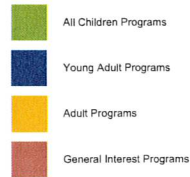
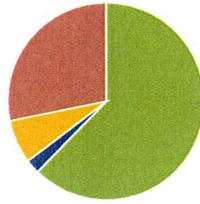
# Carter Lake Public Library

## July, 2024 - October, 2024

### July

#### Overview

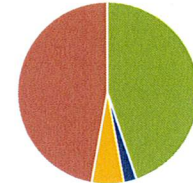
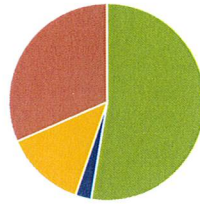
All Children Programs	53	62.35%	All Children Participants	741	39.56%
Young Adult Programs	2	2.35%	Young Adult Participants	0	0%
Adult Programs	6	7.06%	Adult Participants	21	1.12%
General Interest Programs	24	28.24%	General Interest Participants	1111	59.32%
<b>Total Programs</b>	<b>85</b>		<b>Total Participants</b>	<b>1873</b>	



### August

#### Overview

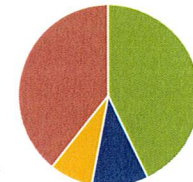
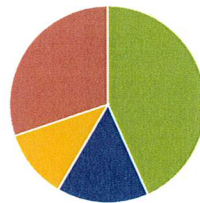
All Children Programs	20	52.63%	All Children Participants	486	44.83%
Young Adult Programs	1	2.63%	Young Adult Participants	25	2.31%
Adult Programs	5	13.16%	Adult Participants	62	5.72%
General Interest Programs	12	31.58%	General Interest Participants	511	47.14%
<b>Total Programs</b>	<b>38</b>		<b>Total Participants</b>	<b>1084</b>	



### September

#### Overview

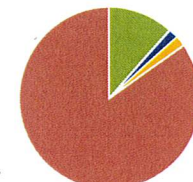
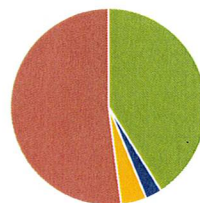
All Children Programs	23	43.4%	All Children Participants	471	42.9%
Young Adult Programs	8	15.09%	Young Adult Participants	111	10.11%
Adult Programs	6	11.32%	Adult Participants	85	7.74%
General Interest Programs	16	30.19%	General Interest Participants	431	39.25%
<b>Total Programs</b>	<b>53</b>		<b>Total Participants</b>	<b>1098</b>	



### October

#### Overview

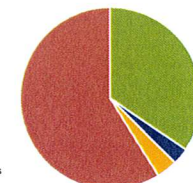
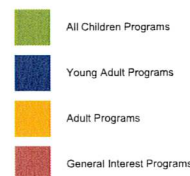
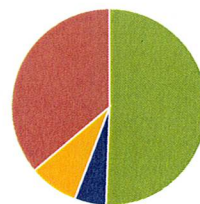
All Children Programs	30	41.1%	All Children Participants	148	11.55%
Young Adult Programs	2	2.74%	Young Adult Participants	22	1.72%
Adult Programs	3	4.11%	Adult Participants	24	1.87%
General Interest Programs	38	52.05%	General Interest Participants	1087	84.86%
<b>Total Programs</b>	<b>73</b>		<b>Total Participants</b>	<b>1281</b>	



### Year in Review

#### Overview

All Children Programs	126	50.6%	All Children Participants	1846	34.6%
Young Adult Programs	13	5.22%	Young Adult Participants	158	2.96%
Adult Programs	20	8.03%	Adult Participants	192	3.6%
General Interest Programs	90	36.14%	General Interest Participants	3140	58.85%
<b>Total Programs</b>	<b>249</b>		<b>Total Participants</b>	<b>5336</b>	



CARTER LAKE CITY COUNCIL MEETING  
Monday, October 21, 2024

Mayor Pro Tem Jason Gundersen called the regular meeting to order at 7:00 p.m. Roll call of the council, present: Jacob Hanika, Jackie Wahl, Aaron Grell, and Jason Gundersen; City Attorney David Levy and Clerk Jackie Carl were also present. Absent: Mayor Ronald Cumberledge and Council member Victor Skinner.

Upon motion duly made by Grell, and seconded by Wahl, the agenda was unanimously approved. Gundersen moved to approve the consent agenda which included the following items: Department head reports from Parks, Library, Community Center, Senior Services, Maintenance, Police, Fire/EMS; City council minutes from August; Overtime and comp time reports for September; abstract of claims, receipts and financial reports for September. And Temporary liquor license for Lucky Wife Wine Slushies, INC. Hanika moved to second the motion. Gundersen requested to remove Casey's General Store liquor license from consent agenda to discuss later in the meeting. Unanimously approved.

Community Center Director Tyler Henscheid was present to review proposal for modification to the baseball field. Grell moved to approve improvements and seconded by Gundersen; unanimously approved.

Mayor Pro-Tem Gundersen announced there would be no planned water shut down on 10/22/24. Grell moved to approve proposal from CleanSweep to clean streets quarterly for \$6,500 per quarter, seconded by Hanika; unanimously approved.

Mayor Pro-Tem shared concerns regarding the 300+ emergency calls made on behalf of issues at the Casey's General Store. The board agreed to hold off on approval of liquor license until such time a conversation can be had with representatives from Casey's regarding the ongoing concerns.

Hanika reviewed the current procedure for Weed Abatements. Weeds over 9" require notice to mow, an orange sign is posted in yard, photo is taken of the grass measured with the house and sign in the photo as well. Resident has 48 hours to mow or a city contractor will be sent to mow and resident assessed \$150+ in fees and fines.

Wahl reviewed proposed changes to ordinances regarding golf cart operations, publications and meetings.

Grell moved to approve first reading of ordinance to add a UTV ordinance to city code seconded by Gundersen; unanimously approved.

After receiving multiple complaints from residents near 122 Carter Lake Club the building inspection department prepared a report by the city code covering dangerous buildings. The Council agreed to move forward with the legal notification to notify the owner of the

requirements to be removed from a dangerous building status. Grell moved to approve the motion to move forward with procedure, seconded by Hanika; unanimously approved.

Planning Board member Ray Pauly provided update regarding the Zum Services proposal for Conditional Use permit to park buses at the lot on the south side of Locust Street.

Grell moved to approve annual contract with Connections Area Agency on Aging, seconded by Wahl; unanimously approved.

Grell moved to approve the plat for Maggie's Addition, seconded by Hanika; Gundersen abstained from voting. Approved.

Grell moved to adopt the 2024 Comprehensive Plan, seconded by Hanika; unanimously approved.

Fred Vogt voiced his dislike of being placed at the bottom of the agenda; wants to know if the council cares about all of the Carter Lake residents, wants to see updates to the signs at the rain garden.

Residents voiced concerns over the homeless population, why aren't AIR BNB's regulated, Wavecrest looks like a mud hole, upset over the vandalism of Mabrey Park equipment and the sad condition of the boat ramp.

Moved to adjourn at 8:50 p.m.

Jackie Carl, City Clerk

Ronald Cumberledge, Mayor

Parks Board Meeting Minutes  
11/6/2024 5:00pm @ CLCC

Attending members

Keebie Kessler  
Carolyn Sapienzia  
Misty Smith  
Janette Banks  
Risa Putnam  
Tyler Henscheid  
Katie Smith

Not in Attendance

Tiffany Peck  
Rich Sapienzia

-Trunk or Treat

500-600 participants  
40 cars  
20,000 pieces of candy  
Monster Mash & Haunted house was a hit!  
Next year  
    Some sort of fence or line to start?  
    Give candy buckets out later  
    Donation fee of bag of candy?  
    No leaving early – safety concern

-Craft fair update (November 16<sup>th</sup> 9a -3p)

Tables/chairs ordered & deposit paid (54 tables ordered)  
Menu finalized  
Set up Friday afternoon when tables/chairs delivered  
Janette 6:30 Saturday morning for vendors to set up

-Concessions

Review/update concession stand lease for clarifications  
Bids start January 1<sup>st</sup> – January 31<sup>st</sup>

-Ball fields

Safety issue on mound. Clay blocks ordered  
Field update project should be complete next week  
Review possible new score boards  
    Possible sponsor to pay for 'upgrades'

-CLCC gym rentals

Review rentals/after hours

-Daddy Daughter dance

Saturday February 22<sup>nd</sup> (time TBD)  
Music, photo backdrop, refreshments

-CPR/First aid class for coaches Saturday November 9<sup>th</sup>

-Next board meeting TBD

**CC ANALYSIS, 22 OVERTIME REPORT**  
**10/04/2024 THRU 10/04/2024**

COST CENTER	OVERTIME HOURS	OVERTIME PAY	COMP TIME HRS
41009 SHARON N CARR			
41040 OT WAGES/LIBRAR	1.75	57.75	
EMP TOT 41009	1.75	57.75	
43109 AYDEN K CHAMBER			
43040 OT WAGES/PARKS	4.00	96.00	
EMP TOT 43109	4.00	96.00	
21009 ETHAN G CHAMBER			
81040 OT WAGES/WATER	4.00	120.00	
EMP TOT 21009	4.00	120.00	
11002 GARY D CHAMBERS			
11040 OT POLICE WAGES	10.00	643.80	
11041 STEP OT/POLICE	5.00	321.90	
EMP TOT 11002	15.00	965.70	
11012 NICHOLAS R DARG			
11040 OT POLICE WAGES	3.00	154.26	
EMP TOT 11012	3.00	154.26	
11003 JOSHUA J DRISCO			
11010 POLICE WAGES			3.00
11042 OT TO COMP TIME	2.00		
EMP TOT 11003	2.00		3.00
11006 RYAN P GONSIOR			
11010 POLICE WAGES			2.00
EMP TOT 11006			2.00
46004 NICHOLAS R HOLM			
46040 OT/COMM CENT	1.75	59.06	
46042 OT TO COMP TIME	.50		
EMP TOT 46004	2.25	59.06	
11010 JACOB S HUSCROF			
11010 POLICE WAGES			1.25
EMP TOT 11010			1.25
11015 ELIZABETH A SAN			
11041 STEP OT/POLICE	3.00	124.20	
11042 OT TO COMP TIME	8.00		
EMP TOT 11015	11.00	124.20	

**CC ANALYSIS, 22 OVERTIME REPORT**  
 10/04/2024 THRU 10/04/2024

COST CENTER	OVERTIME HOURS	OVERTIME PAY	COMP TIME HRS
EMP TOT 11015	11.00	124.20	
21002 RANDY C SMITH 81040 OT WAGES/WATER	2.25	78.50	
EMP TOT 21002	2.25	78.50	
11008 ADAM W SWINARSK 11010 POLICE WAGES			2.75
11040 OT POLICE WAGES 11041 STEP OT/POLICE	22.75 6.00	1338.75 351.99	
EMP TOT 11008	28.75	1690.74	2.75
46010 LEVI J TERRELL 46042 OT TO COMP TIME	.50		
EMP TOT 46010	.50		
62005 LAURINE K WILHI 46020 PT/COMM CENT 62040 OT WAGES/ADMIN 62042 OT TO COMP	33.00 1.00 .25	742.50 33.77	
EMP TOT 62005	34.25	776.27	
Report Total	108.75	4122.48	9.00
Employee Count	14		

**CC ANALYSIS, 22 OVERTIME REPORT**  
**10/18/2024 THRU 10/18/2024**

COST CENTER	OVERTIME HOURS	OVERTIME PAY	COMP TIME HRS
11002 GARY D CHAMBERS 11010 POLICE WAGES			10.00
			-----
EMP TOT 11002			10.00
11016 MATTHEW R COLE 11040 OT POLICE WAGES	8.00	334.20	
	-----	-----	
EMP TOT 11016	8.00	334.20	
11006 RYAN P GONSIOR 11042 OT TO COMP TIME	.75		
	-----		
EMP TOT 11006	.75		
46004 NICHOLAS R HOLM 46040 OT/COMM CENT	2.75	92.81	
	-----	-----	
EMP TOT 46004	2.75	92.81	
11010 JACOB S HUSCROF 11040 OT POLICE WAGES	2.75	154.77	
	-----	-----	
EMP TOT 11010	2.75	154.77	
15001 PHILLIP J NEWTO 15040 OT FIRE DEPT	.75	35.16	
	-----	-----	
EMP TOT 15001	.75	35.16	
62001 LISA M RUEHLE 62040 OT WAGES/ADMIN 81040 OT WAGES/WATER	.88 .87	46.52 46.51	
	-----	-----	
EMP TOT 62001	1.75	93.03	
11015 ELIZABETH A SAN 11041 STEP OT/POLICE 11042 OT TO COMP TIME	5.50 8.00	227.70	
	-----	-----	
EMP TOT 11015	13.50	227.70	
21002 RANDY C SMITH 81040 OT WAGES/WATER	4.00	139.56	
	-----	-----	
EMP TOT 21002	4.00	139.56	
11008 ADAM W SWINARSK 11040 OT POLICE WAGES 11041 STEP OT/POLICE	29.25 2.00	1732.83 117.33	
	-----	-----	
EMP TOT 11008	31.25	1850.16	

**CC ANALYSIS, 22 OVERTIME REPORT**  
10/18/2024 THRU 10/18/2024

COST CENTER	OVERTIME HOURS	OVERTIME PAY	COMP TIME HRS
46010 LEVI J TERRELL			
46042 OT TO COMP TIME	1.25		
	-----		
EMP TOT 46010	1.25		
62005 LAURINE K WILHI			
46020 PT/COMM CENT	21.00	472.50	
62040 OT WAGES/ADMIN	2.25	75.97	
62042 OT TO COMP	.75		
	-----	-----	
EMP TOT 62005	24.00	548.47	
Report Total	90.75	3475.86	10.00
Employee Count	12		

## Conditional Use Permit

Zum Services Inc. Lessee of Fleetpark Locust IA LLC October 14, 2024 – **RESPONSE as approved by Carter Lake Planning Board on Nov 11, 2024 at the 7 pm meeting.**

### Permit Holder:

Zum Services Inc.  
275 Shoreline Or. Suite 200  
Redwood City, CA 94065

### Permit Location:

1655 E. Locust St.  
Carter Lake, IA  
51510

### Permit Time Period and Permit Renewal:

The conditional use permit is valid for **two (2) years** with annual renewal depending on issues and/or complaints about the operation of the business. If the property is transferred for any reason, or if the use of the property changes, the Conditional Use Permit is withdrawn and canceled. **With a three (3) year renewal 90 days before the end of two (2) years.**

### Permit Amendment:

Required for any change in use or change in site plan.

### Inspections Required:

Prior to issuing an initial permit and prior to permit renewal (if stipulated).

Inspections by the Building Official, Fire Department, and Public Health & Safety Officials are to be conducted on an annual basis.

The city of Carter Lake can require more frequent inspections as necessary to ensure compliance with applicable building, fire, health and safety codes and regulations.

The City of Carter Lake can require more frequent inspections as necessary to ensure compliance with this Conditional Use Permit.

### Commercial Use:

Transportation Services  
The use of this lot of land area for the storage or layover of transportation services provided under contract to public or non-public group(s).

### Days and Hours of Operation:

No restrictions. Seven (7) days per week and twenty-four (24) hours per day.

### Conditions:

- a. Traffic congestion during peak traffic periods to be avoided/migrated/managed along the segment of Locust Street with buses exiting and entering the business. **ZUM AGREES to will work to minimize traffic congestion at peak traffic periods.**
- b. The on-site parking of buses and personal owned vehicles used for Omaha Public School contract as defined is allowed. **ZUM AGREES**
- c. Vehicles on site shall remain in running / working condition. Disabled vehicles shall be moved off-site for repairs/maintenance. **ZUM AGREES**
- d. Repairs and maintenance of vehicles shall be performed offsite. Exceptions allowed for minimal maintenance such as replenishing/topping off fluids, tire pressure, interior

cleaning, etc. **ZUM AGREES**

- e. The **fueling operations** and fueling facilities shall be located and conducted only on the segment of property located within Nebraska. **ZUM AGREES Propane tank is installed on Omaha Side.**
- f. The temporary **restroom facilities** (port-a-potty(s) shall be **screened** in from a view of the public, and a timeframe shall be provided. This approved screening shall be provided *immediately*. **ZUM AGREES to move port-a-potty(s) to the southwest corner of the site and install a chain link fence with vertical green inserts to screen this restroom facility. This work will be done as soon as 3 bids can be received and the work completed.**
- g. **Restroom facilities** shall be upgraded to either a permanent facility or larger commercial portable units that are better suited for long-term use, and a timeframe shall be provided. **ZUM AGREES as approved to install vertical green inserts in the north property line fence to screen property. This work will be done as soon as 3 bids can be received and the work completed.**
- h. **Dumpsters / trash containers** shall be screened from the public's view, and a timeframe shall be provided. This approved screening shall be provided immediately. **ZUM AGREES to move dumpster(s) to the southwest corner of the site and install a chain link fence with vertical green inserts to screen the dumpster. This work will be done as soon as 3 bids can be received and the work completed.**
- i. **Open storage** is not allowed use within zoning district C-1 and all storage items shall be stored off-site or in a pre-approved screen area. **ZUM AGREES**
- a. The Lessee shall work with their Lessor to add landscape screening at the perimeter along Locust Street frontage and timeframes shall be provided. **The Carter Lake Planning Board did not stipulate additional screening in the approval. The current tree spacing matches the other side of the street.**

308 Parking Use Types

a. Off-Street Parking

Parking use types include surface parking of motor vehicles on a temporary basis Within a privately or publicly owned off-street parking facility.

b. Parking Structure

The use of a site for a multilevel building which provides for the parking of motor vehicles on a temporary basis, other than as an accessory to a principal use on the same site.

c. Transportation Services

The use of lot or land area for the storage or layovers of a transportation service provided under contract to public or non-public group(s).

Use Types	R+1	R-2	R-3	R/CC	RM	C/L	C-1	C-2	TC	C/A	BP	M-1	M-2	P-1
<b>Commercial Uses</b>														
Food Sales (General)						P	P	P	C	P	P	P	P	
Food Sales (Super markets)*						C	C	C	C	C	C	P	P	
Funeral Service			C			P	P	P		P		P	P	
Kennels*												P	P	
Laundry Services												P	P	
Liquor Sales						C	C	C	C	C	C	C	C	
Lodging*						P	P	P	P	P	P	C	C	
Personal Improvement						P	P	P	P	P	P			
Personal Services						P	P	P	P	P	P	P		
Pet Services						P	P	P	P	P	P	P		
Research Services						P	P	P	P	P	P	P	P	
Restaurants (Drive-in)*						C	C	P		P	C	C	C	
Restaurants /General)*						P	P	P	P	P	P	C	C	
Restricted Business														
Retail Services (Limited)						P	P	P	P	P	C			
Retail Services (Large)*						C	C	C	C	C	C	P	P	
Retail Services (Mass)*						C	C	C		C		P	P	
Stables*														
Surplus Sales*												C	C	
Trade Services						C	C	C				P	P	
Vert. Storage (Short term)*												C	C	
Veterinary Services						C	C	C	C	C	C	C	C	
<b>Parking Uses</b>														
Off-Street Parking*						C	C	C	C	C	C	P	P	
Parking Structure*						C	C	C	C	C	C	P	P	
Transportation Services							C <sub>1</sub>	C <sub>1</sub>				P <sub>1</sub>	P <sub>1</sub>	

**P** Permitted by right or by right subject to supplemental regulations

**C** Permitted by Conditional Use Permit

**\*** Use Permitted after Site Plan Approval

**Blank** Use is not permitted in zoning district, unless established as a lawful nonconforming use

*C/P Planning Boards's Recommendation*

**1. = Adding Transportation Services - Ordinance Changes ( C-1 specifically for Zum Services)**



Vertical green inserts into existing chain link fence for screening

EXISTING EV CHARGERS

E Locust St

1655 E Locust St  
Omaha, NE

Grass Area  
11,587 sf

Grass Area  
10,560 sf

PAVEMENT  
228,447 sf

IOWA  
NEBRASKA

propane tank

ENTRANCE

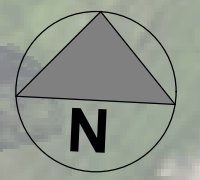
EXIT

3 PORTA POTTIES  
W/ SURROUND,  
1 HANDICAPPED  
ACCESSIBLE

DUMPSTER W/  
SURROUND NOT TO BE  
CONSIDERED

PROPANE TANK  
15'X50'  
(with 4 stations)

Abbott Dr  
Abbott Dr




DESIGNED BY:  
Dragana Pantovic Nikcevic (Tara)  
Revised by Emergent Architecture  
DATE: November 12, 2024  
REVISION #7

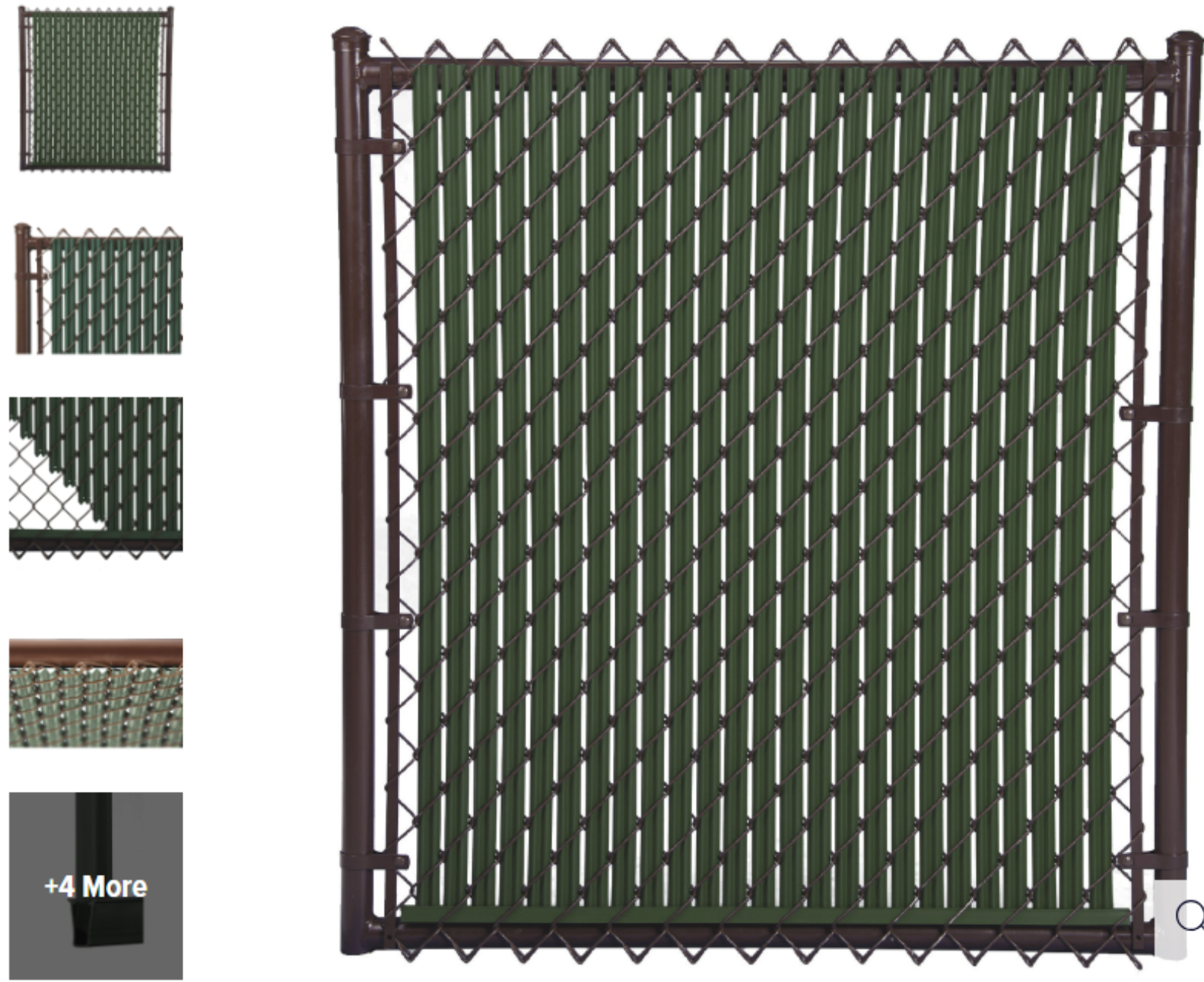
+/- 5.0 ACRE SITE  
(not including drive-thru lane)  
Address: 1655 E Locust Street  
Carter Lake, Iowa 51510  
EXHIBIT 1

**EMERGENT**  
ARCHITECTURE  
C type bus (12'x44') - 130  
Employees parking (9'x18') - 145

ALL DIMENSIONS, OFFSET DISTANCES, AREA CALCULATIONS AND MEASUREMENT NOTATIONS SHOWN ON THIS EXHIBIT ARE APPROXIMATE.  
GRAPHIC SCALE  
0 20 40 80 160  
( IN FEET )  
1 inch = 40 ft.

# Ridged Slats 8ft. Vertical Privacy Slats, 82-Pc. Set, Green, Covers 10 Linear Feet, Model# SR8GN


Item# 82707  5.0 (1) [Write a Review](#) [Ask a Question](#) On Sale



Click or Tap image to Zoom

[How can we improve these images?](#)

## \$74.99

 **PayPal** Pay in 4 interest-free payments of \$18.75. [Learn more](#)

Choose Options for complete product description, reviews and purchasing.


**SIZE**

8 FT. 


**COLOR**

GREEN 

Quantity

Qty: 1 

**Add to Cart**

 Save to List

 **Shipping:**

Factory shipped

[See Shipping Options](#)

PLAT OF SURVEY PREPARED BY  
R.W. ENGINEERING & SURVEYING, INC.  
IN BOOK 2024, PAGE 2606 IN THE OFFICE  
OF THE POTTAWATTAMIE COUNTY RECORDER.

# RE-ZONING PLAT

SCALE: 1" = 100'

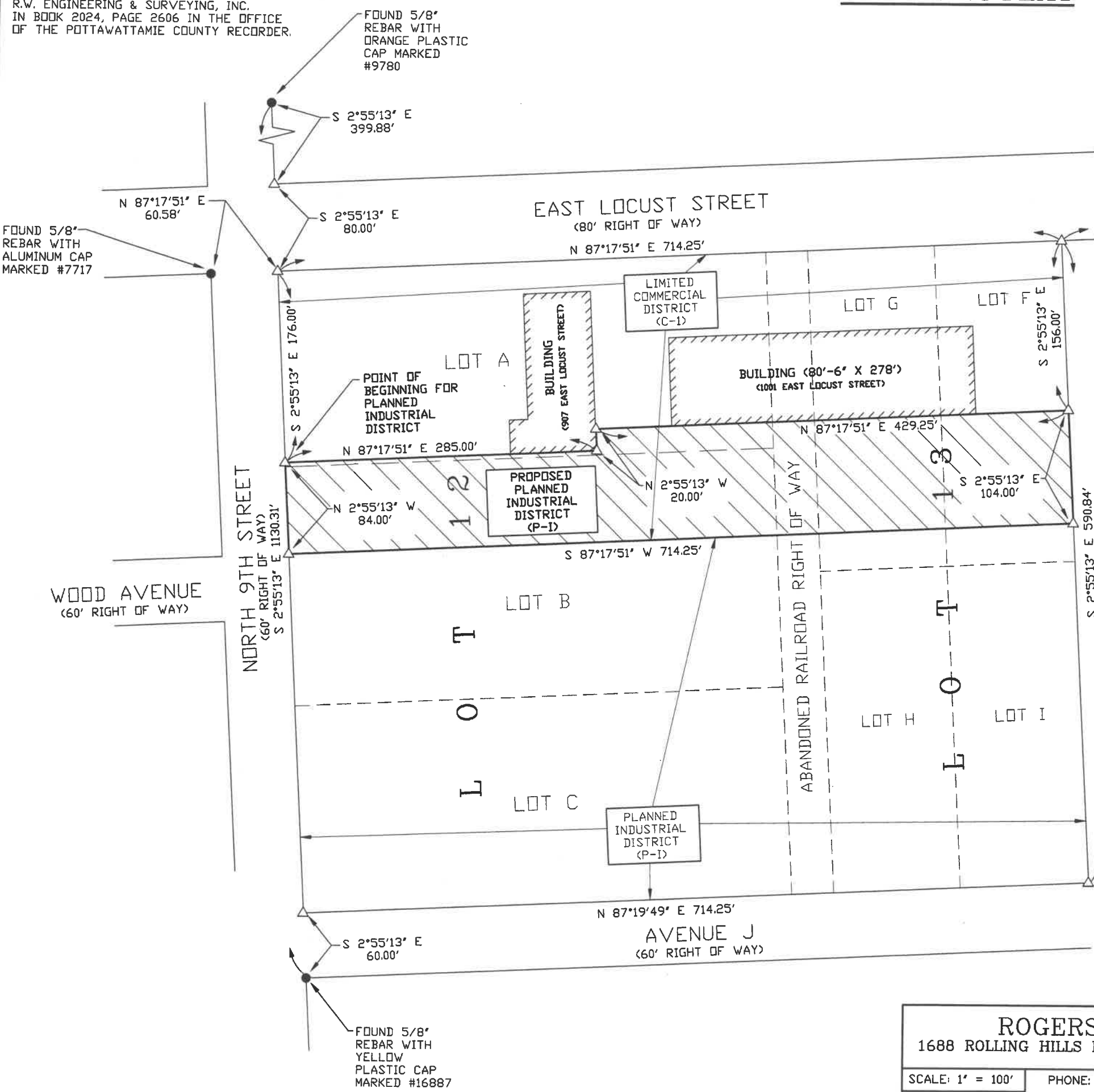


**LEGEND:**

- - FOUND AS DESCRIBED ON DRAWING
- △ - CALCULATED POINT
- INDICATES LINE NOT TO SCALE
- LOT LINE



- PROPOSED PLANNED INDUSTRIAL DISTRICT (P-I)

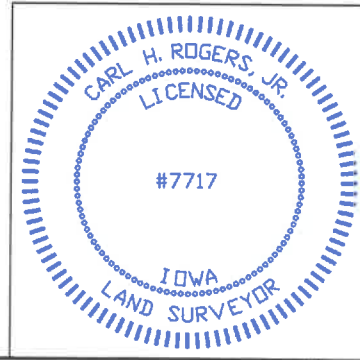


**DESCRIPTION FOR A PARCEL OF LAND TO BE RE-ZONED FROM LIMITED COMMERCIAL DISTRICT (C-1) TO PLANNED INDUSTRIAL DISTRICT (P-I):**

A PARCEL OF LAND LOCATED IN PART OF LOT A AND IN PART OF LOT B, ALL IN LOT 12; AND ALSO IN PART OF LOT G AND IN PART OF LOT F, ALL IN LOT 13; AND ALSO IN PART OF AN ABANDONED RAILROAD RIGHT OF WAY, ALL IN AN AUDITOR'S SUBDIVISION OF SECTION 21, TOWNSHIP 75 NORTH, RANGE 44 WEST OF THE FIFTH PRINCIPAL MERIDIAN, POTTAWATTAMIE COUNTY, CARTER LAKE, IOWA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF SAID LOT A; THENCE SOUTH 2°55'13" EAST, ALONG THE WEST LINE OF SAID LOT A AND ALSO, ALONG THE EAST RIGHT OF WAY LINE OF NORTH 9TH STREET, A DISTANCE OF 176.00 FEET TO THE POINT OF BEGINNING; THENCE NORTH 87°17'51" EAST A DISTANCE OF 285.00 FEET; THENCE NORTH 2°55'13" WEST A DISTANCE OF 20.00 FEET; THENCE NORTH 87°17'51" EAST A DISTANCE OF 429.25 FEET TO A POINT ON THE EAST LINE OF SAID LOT F; THENCE SOUTH 2°55'13" EAST, ALONG THE EAST LINE OF SAID LOT F, A DISTANCE OF 104.00 FEET TO A POINT ON THE NORTH LINE OF EXISTING PLANNED INDUSTRIAL DISTRICT ZONE; THENCE SOUTH 87°17'51" WEST, ALONG THE NORTH LINE OF SAID EXISTING PLANNED INDUSTRIAL DISTRICT ZONE, A DISTANCE OF 714.25 FEET TO A POINT ON THE WEST LINE OF SAID LOT B AND ALSO, BEING A POINT ON THE EAST RIGHT OF WAY LINE OF SAID NORTH 9TH STREET; THENCE NORTH 2°55'13" WEST, ALONG THE WEST LINE OF SAID LOT B AND SAID LOT A AND ALSO, ALONG THE EAST RIGHT OF WAY LINE OF SAID NORTH 9TH STREET, A DISTANCE OF 84.00 FEET TO THE POINT OF BEGINNING.

NOTE: THE NORTH LINE OF LOT A IS ASSUMED TO BEAR NORTH 87°17'51" EAST FOR THIS DESCRIPTION.



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

*Carl H. Rogers, Jr.* **OCTOBER 31, 2024**  
CARL H. ROGERS, JR. DATE

LICENSE NUMBER: **7717**

MY LICENSE RENEWAL DATE IS DECEMBER 31, 2024.

NUMBER OF SHEETS COVERED BY THIS SEAL: **SHEET 1 OF 1**

<b>ROGERS SURVEYING</b> 1688 ROLLING HILLS LOOP COUNCIL BLUFFS, IOWA		TITLE: RE-ZONING PLAT	
SCALE: 1" = 100'	PHONE: (402) 689-1549	DRAWN BY: S.R.R.	CLIENT: LAKESIDE AUTO RECYCLERS 2813 N. 9TH STREET CARTER LAKE, IOWA 51510
DATE: 10-31-2024	REVISED		SHEET 1 OF 1

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE TO REPEAL AND REPLACE TITLE II – COMMUNITY PROTECTION, DIVISION 2 – ENFORCEMENT: TRAFFIC CODE, CHAPTER 77 GOLF CARTS, OF THE 2024 CODE OF ORDINANCES OF THE CITY OF CARTER LAKE, IOWA.**

**BE IT ORDAINED**

**BY THE CITY COUNCIL OF THE CITY OF CARTER LAKE, IOWA:**

**SECTION 1.** That Title II – Community Protection, Division 2 – Enforcement: Traffic, Chapter 77 Golf Carts of the 2024 Code of Ordinances of the City of Carter Lake, Iowa, is hereby repealed in its entirety and replaced with the following:

**CHAPTER 77 GOLF CARTS**

**77.01** Purpose

**77.02** Definitions

**77.03** Operation of Golf Carts Permitted

**77.04** Prohibited streets, sidewalks, parking and parks

**77.05** Unlawful Operation

**77.06** Equipment

**77.07** Hours of Operation

**77.08** Speed

**77.09** Parking Prohibited

**77.10** Permits

**77.11** Penalty

**77.01 PURPOSE.** The purpose of this chapter is to permit the operation of golf carts on streets in the City as authorized by Section 321.247 of the Code of Iowa. This chapter applies whenever a golf cart is operated on any street or alley.

**77.02 DEFINITIONS.**

Golf cart: A three or four wheeled recreational vehicle generally used for transportation of person(s) in an open car type format, that is not capable of exceeding a speed of twenty-five (25) miles per hour. Golf carts do not include all-terrain vehicles, off-road utility vehicles, or snowmobiles within the meaning Chapter 80 provides.

Operate: To ride in or on, other than as a passenger, use, or control the operation of an all-terrain vehicle in any manner, whether or not the all-terrain vehicle or off-road utility vehicle is moving.

Operator: A person who operates or is in actual physical control of an all-terrain vehicle or off-road utility vehicle.

Person: An individual, partnership, firm, corporation, association, or any body of persons, whether incorporated or not, and the state, its agencies, and political subdivisions.

**77.03 OPERATION OF GOLF CARTS PERMITTED.** Golf carts may be operated upon the streets of the City by persons possessing a valid driver's license, except as prohibited in Section 77.05 of this chapter.

**77.04 PROHIBITED STREETS, SIDEWALKS, PARKING, AND PARKS.** Golf carts shall not be operated off road in any playground, park, trail, publicly owned property, or any portion of Abbot Drive. Golf carts shall further not be operated upon the public sidewalk, trail, or that portion of the street located between the curb line and the sidewalk or property line common referred to as the "parking."

**77.05 UNLAWFUL OPERATION.**

1. No golf carts shall be operated or parked upon City sidewalks or trails.
2. All state motor vehicle laws apply.
3. No person shall operate a golf cart in a careless, reckless, or negligent manner endangering the person or property of another or causing injury or damage to same.
4. No golf cart shall carry more passengers than golf cart was designed for by manufacturer.

**77.06 EQUIPMENT.** Golf carts operated upon City streets shall be equipped with a minimum of the following safety features:

1. A regulation (16") slow moving vehicle sign displayed on the rear of the vehicle.
2. A regulation visible bicycle safety flag (a flag with an area of not less than six (6) by nine (9) inches of fluorescent orange color on a staff holder to put such flag at least five (5) feet above the surface of the street) at all times during operation.
3. Shall be equipped with adequate brakes.
4. Rear view mirror – driver's side.

**77.07 HOURS OF OPERATION.** Golf carts may be operated on City streets only between sunrise and sunset.

**77.08 SPEED.** No golf cart shall be operated on any City street at a speed in excess of fifteen (15) miles per hour. Posted speed limits must be followed in accordance with the Code of Iowa.

**77.09 PARKING PROHIBITED.** Golf carts shall not be parked on City streets or alleys at any time.

**77.10 PERMITS.** No person shall operate a golf cart on any public street or alley, for any purpose, unless the owner possesses a City of Carter Lake permit to operate a golf cart on City streets, issued by the Police Department.

1. Golf cart owners may apply for a permit from the Carter Lake Police Department on forms provided by the City.
2. The Police Department shall not issue a permit until the owner has provided the following:
  - a. Evidence that the owner/operator is at least 16 years of age and possesses a valid Iowa driver's license.
  - b. Proof that owner and operator have liability insurance covering operation of golf carts on City streets in the amount required by Iowa Code.
3. All permits shall be issued for a specific golf cart. Permit holders will be issued a number and sticker to affix to the left side rear fender or similar component and said sticker must be visible at all times.
4. The fee for such permits shall be Twenty dollars (\$20.00). Permits will be granted for one (1) year valid from May 1 through April 30 each year. Permits may be purchased at any time during the year but will be valid only through April 30.
5. The permit may be suspended or revoked upon finding evidence that the permit holder has violated the conditions of the permit or has abused the privilege of being a permit holder. There will be no refund of the permit fee.
6. If an under-age unlicensed person is operating a golf cart, the Police Department shall issue one warning citation to the parent or guardian of the under-age unlicensed person. The warning shall be signed by the parent or guardian and returned to the Police Department within seven (7) days of issuance. Upon the second occurrence, the operator and/or parent or guardian will be cited under Section 77.05 with penalties set forth in Section 77.11 and shall be required to appear in court. The permit for the golf cart shall be automatically revoked.

**77.11 PENALTY.** In addition to the suspension or revocation of the permit, any person who violates this chapter shall be fined \$300.00.

**SECTION 2. REPEALER.** All ordinances or parts of ordinances in conflict with the provisions of this Ordinance shall be repealed to the extent of the conflict herewith.

**SECTION 3. SEVERABILITY CLAUSE.** If any of the provisions of this ordinance are for any reason declared illegal or void, then the lawful provisions of this ordinance which are severable from said unlawful provisions shall be and remain in full force and effect, the same as if the ordinance contained no illegal or void provisions.

**SECTION 4. EFFECTIVE DATE.** This ordinance shall be in full force and effect from and after its final passage and publication in the manner applicable law requires.

PASSED AND APPROVED \_\_\_\_\_, 2024.

\_\_\_\_\_  
RONALD CUMBERLEDGE Mayor

Attest:

\_\_\_\_\_  
JACKIE CARL City Clerk

First Consideration:  
Second Consideration:  
Public Hearing:  
Third Consideration:

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE TO REPEAL AND REPLACE TITLE I – POLICY AND ADMINISTRATION,  
CHAPTER 20 – CITY CLERK, SECTION 20.5 PUBLICATION, OF THE 2024 CODE OF  
ORDINANCES OF THE CITY OF CARTER LAKE, IOWA.**

**BE IT ORDAINED**

**BY THE CITY COUNCIL OF THE CITY OF CARTER LAKE, IOWA:**

**SECTION 1.** That Title I – Policy and Administration, Chapter 20 – City Clerk, Section 20.05 Publication of the 2024 Code of Ordinances of the City of Carter Lake, Iowa, is hereby repealed in its entirety and replaced with the following codified as “Section 18.05 Other Publications”:

**18.05 OTHER PUBLICATIONS.** The Clerk shall cause to be published all ordinances, enactments, proceedings, and official notices requiring publication as follows:

*(Code of Iowa, Sec. 362.3)*

1. Time. If notice of an election, hearing, or other official action is required by this Code of Ordinances or law, the notice must be published at least once, not less than four or more than 20 days before the date of the election, hearing, or other action, unless otherwise provided by law.

*(Code of Iowa, Sec. 362.3(1)(a))*

2. Manner of Publication. A publication required by this Code of Ordinances or law must be in a newspaper published at least once weekly and having general circulation in the City, except that ordinances and amendments may be published by posting in the following places in compliance with Iowa law:

City Hall on a designated bulletin board, exterior and interior  
Official City of Carter Lake, Iowa, Website  
City Hall emails  
Carter Lake Community Center on a designated location

*(Code of Iowa, Sec. 362.3(1)(b))*

The Clerk is hereby directed to post promptly such ordinances and amendments, and to leave them so posted for not less than 10 days after the first date of posting. Unauthorized removal of the posted ordinance or amendment prior to the completion of the 10 days shall not affect the validity of said ordinance or amendment. The Clerk shall note the first date of such posting on the official copy of the ordinance and in the official ordinance book immediately following the ordinance.

**SECTION 2. REPEALER.** All ordinances or parts of ordinances in conflict with the provisions of this Ordinance shall be repealed to the extent of the conflict herewith.

**SECTION 3. SEVERABILITY CLAUSE.** If any of the provisions of this ordinance are for any reason declared illegal or void, then the lawful provisions of this ordinance which are severable from said unlawful provisions shall be and remain in full force and effect, the same as if the ordinance contained no illegal or void provisions.

**SECTION 4. EFFECTIVE DATE.** This ordinance shall be in full force and effect from and after its final passage and publication in the manner applicable law requires.

PASSED AND APPROVED \_\_\_\_\_, 2024.

\_\_\_\_\_  
RONALD CUMBERLEDGE Mayor

Attest:

\_\_\_\_\_  
JACKIE CARL City Clerk

First Consideration:  
Second Consideration:  
Public Hearing:  
Third Consideration:

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE TO REPEAL AND REPLACE TITLE I – POLICY AND ADMINISTRATION, CHAPTER 5 – OPERATING PROCEDURES, SECTION 5.06 MEETINGS, OF THE 2024 CODE OF ORDINANCES OF THE CITY OF CARTER LAKE, IOWA.**

**BE IT ORDAINED**

**BY THE CITY COUNCIL OF THE CITY OF CARTER LAKE, IOWA:**

**SECTION 1.** That Title I – Policy and Administration, Chapter 5 – Operating Procedures, Section 5.06 Meetings, of the 2024 Code of Ordinances of the City of Carter Lake, Iowa, is hereby repealed in its entirety and replaced with the following:

**5.06 MEETINGS.** All meetings of the Council, any board or commission, or any multi-membered body formally and directly created by any of the foregoing bodies shall be held in accordance with the following:

1. Definitions. The following terms are defined for use in this section.
  - A. “Closed session” means a meeting to which all members of the public do not have access as allowed by Section 21.5 of the *Code of Iowa*.
  - B. “Hybrid meeting” means a meeting involving both remote participation and in-person participation by members.  
(*Code of Iowa, Sec. 21.8(4)(a)*)
  - C. “Open session” means a meeting to which all members of the public have access.  
(*Code of Iowa, Sec. 21.2(3)*)
  - D. “Remote participation” means real-time participation by a remotely located individual in a meeting which is being held in a different physical location using integrated audio, video, and other digital tools.  
(*Code of Iowa, Sec. 21.8(4)(b)*)
  - E. “Reasonable notice” means advertising the news media who have filed a request for notice with the governmental body and posting the notice on a bulletin board or other prominent place which is easily accessible to the public and clearly designated for that purpose at the principal office of the body holding the meeting, or if not such office exists, at the building in which the meeting is to be held.  
(*Code of Iowa, Sec. 21.4(1)(a)*)
  - F. “Teleconference participation” means participation using audio conference tools involving multiple participants in at least two separate locations.  
(*Code of Iowa, Sec. 21.8(4)(c)*)

G. “Virtual meeting” means a meeting involving real-time interaction using integrated audio, video, and other digital tools, in which participants do not share a physical location.

*(Code of Iowa, Sec. 21.8(4)(d))*

2. Notice of Meetings. Reasonable notice of the time, date, and place of each meeting and its tentative agenda may be given by posting in one or more of the following locations in compliance with Iowa law:

- City Hall on a designated bulletin board, exterior and interior;
- The official City of Carter Lake, Iowa, Website;
- City Hall emails; or
- City of Carter Lake, Iowa, Community Center on a designated location.

*(Code of Iowa, Sec. 21.4)*

3. Meetings Open. All meetings shall be held in open session unless closed sessions are held as expressly permitted by State law.

*(Code of Iowa, Sec. 21.3(1))*

4. Minutes. Minutes shall be kept of all meetings showing the date, time, and place, the members present, and the action taken at each meeting. The minutes shall show the results of each vote taken and information sufficient to indicate the vote of each member present. The vote of each member present shall be made public at the open session. The minutes shall be public records open to public inspection. Minutes should be made available to the council within fifteen (15) days of the corresponding meeting.

*(Code of Iowa, Sec. 21.3(2))*

5. Closed Session. A closed session may be held only by affirmative public vote of either two-thirds of the body or all of the members present at the meeting and in accordance with Chapter 21 of the *Code of Iowa*.

*(Code of Iowa, Sec. 21.5)*

6. Cameras and Recorders. The public may use cameras or recording devices at any open session so long as the public users comply with the reasonable rules and requirements the City may and enforce to prevent cameras and recording devices from interfering or interrupting the City’s meetings.

*(Code of Iowa, Sec. 21.7)*

7. Electronic Meetings. A governmental body shall provide for hybrid meetings, teleconference participation, virtual meetings, remote participation, and other hybrid options for the members of the governmental body to participate in official meetings. A governmental body conducting a meeting pursuant to this subsection shall comply with all of the provisions of Chapter 21 of the *Code of Iowa*.

*(Code of Iowa, Sec. 21.8)*

**SECTION 2. REPEALER.** All ordinances or parts of ordinances in conflict with the provisions of this Ordinance shall be repealed to the extent of the conflict herewith.

**SECTION 3. SEVERABILITY CLAUSE.** If any of the provisions of this ordinance are for any reason declared illegal or void, then the lawful provisions of this ordinance which are severable from said unlawful provisions shall be and remain in full force and effect, the same as if the ordinance contained no illegal or void provisions.

**SECTION 4. EFFECTIVE DATE.** This ordinance shall be in full force and effect from and after its final passage and publication in the manner applicable law requires.

PASSED AND APPROVED \_\_\_\_\_, 2024.

\_\_\_\_\_  
RONALD CUMBERLEDGE Mayor

Attest:

\_\_\_\_\_  
JACKIE CARL City Clerk

First Consideration:  
Second Consideration:  
Public Hearing:  
Third Consideration:

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE TO AMEND TITLE II – COMMUNITY PROTECTION,  
DIVISION 2 – ENFORCEMENT: ATVS AND SNOWMOBILES, CHAPTER 80  
ALL-TERRAIN VEHICLES AND SNOWMOBILES OF THE 2024 CODE OF  
ORDINANCES OF THE CITY OF CARTER LAKE, IOWA.**

**BE IT ORDAINED**

**BY THE CITY COUNCIL OF THE CITY OF CARTER LAKE, IOWA:**

**SECTION 1.** That Title II – Community Protection, Division 2 – Enforcement: ATVs and Snowmobiles, Chapter 80 All-Terrain Vehicles and Snowmobiles, of the 2024 Code of Ordinances of the City of Carter Lake, Iowa, is hereby repealed in its entirety and replaced with the following:

**Chapter 80 ALL-TERRAIN VEHICLES**

- 80.01** Purpose of Chapter
- 80.02** Definitions - All-Terrain Vehicles
- 80.03** Minimum Equipment Standards for Operation
- 80.04** Operating Provisions
- 80.05** Operation of Snowmobiles
- 80.06** Prohibited Streets/Highways; Crossing
- 80.07** Exemptions
- 80.08** Leaving Motor Running or Keys in Ignition
- 80.09** Violation of a "Stop" Signal
- 80.10** Penalty for Violation

**80.01 Purpose of Chapter**

The purpose of this chapter is to provide reasonable rules and regulations for the maintenance and operation of all-terrain vehicles and/or off-road utility vehicles on approved roadways within the City of Carter Lake, Iowa.

**80.02 Definitions - All-Terrain Vehicles**

For use within this chapter, the following words, terms and phrases are defined as follows:

All-terrain vehicle: A motorized vehicle that is not an off-road utility vehicle or snowmobile within the definitions this section 80.02 provides or a golf cart within the definition Chapter 77 provides, with not less than four (4) and not more than six (6) Department of Transportation rated tires that is limited in engine displacement to less than one thousand cubic centimeters and in total dry weight to less than one-thousand two-hundred pounds and that has a seat or saddle designed to be straddled by the operator and handlebars for steering control.

Emergency snow situation: A situation in which the streets, highways, or other thoroughfares or roadways have not yet been plowed for snow and the snow atop such roadways renders travel by conventional motor vehicles impractical or overly dangerous.

Off-road utility vehicle: A motorized vehicle that is not an all-terrain vehicle or snowmobile within the definitions this section 80.02 provides or a golf cart within the definition Chapter 77 provides with not less than four (4) and not more than eight (8) Department of Transportation rated tires or rubberized tracks that has a seat that is of bucket or bench design, not intended to be straddled by the operator, and a steering wheel or control levers for control.

“Off-road utility vehicle” includes the following vehicles:

- A. Type 1 is defined as an off-road utility vehicle with a total dry weight of one-thousand two-hundred and fifty (1,250) pounds or less and a width of fifty (50) inches or less.
- B. Type 2 is defined as an off-road utility vehicle (other than a Type 1 off-road utility vehicle), with a total dry weight of two-thousand (2,000) pounds or less and a width of sixty-five (65) inches or less.
- C. Type 3 is defined as an off-road utility vehicle with a total dry weight of more than two-thousand (2,000) pounds or a width of more than sixty-five (65) inches, or both.

Operate: To ride in or on, other than as a passenger, use, or control the operation of an all-terrain vehicle in any manner, whether or not the all-terrain vehicle or off-road utility vehicle is moving.

Operator: A person who operates or is in actual physical control of an all-terrain vehicle or off-road utility vehicle.

Person: An individual, partnership, firm, corporation, association, or any body of persons, whether incorporated or not, and the state, its agencies, and political subdivisions.

Snowmobile: A motorized vehicle that is neither an all-terrain vehicle or an off-road utility vehicle within the definitions this section 80.02 provides that weighs less than one-thousand pounds, that uses sled-type runners or skis, endless belt-type tread with a width of forty-eight (48) inches or less, or any combination of runners, skis, or tread, and is designed for travel on snow or ice. “Snowmobile” does not include an all-terrain vehicle that has been altered or equipped with runners, skis, belt-type tracks, or treads.

Street or highway: The entire width between property lines of every way or place of whatever nature when any part thereof is open to the use of the public, as a matter of right, for purposes of vehicular travel, except in public areas in which the boundary shall be thirty-three (33) feet each side of the center line of the roadway.

### **80.03 Minimum Equipment Standards for Operation**

Each all-terrain vehicle and off-road utility vehicle shall comply with the following standards for operation:

- A. Vehicles more than forty (40) inches wide shall be equipped with turn signal lamps and have a manually operated switched controlled by the driver.
- B. Vehicle shall be equipped with a properly operating speedometer and odometer calibrated in miles per hour and miles respectively and shall be fully illuminated when the headlamp(s) are activated.
- C. Vehicles shall be equipped with an electrically actuated horn, and emit a sound clearly audible from a distance of two-hundred (200) feet. The horn shall be actuated with a switch easily accessible to the driver when operating the vehicle.
- D. Vehicles shall be equipped with a headlamp that shall be in a plane that is perpendicular to a vertical plane through the longitudinal centerline of the vehicle. The headlamps shall be mounted not less than twenty-four (24) inches, nor more than fifty-four (54) inches, above the road surface when measured to the headlamp center.
- E. Vehicles shall be equipped with tail lamp or lamps mounted on the rear of the vehicle, exhibiting a red light plainly visible from a distance of five-hundred (500) feet to the rear. The tail lamps shall be mounted not less than fifteen (15) inches, nor more than seventy-two (72) inches, above the roadway.
- F. Vehicles shall be equipped with a stop lamp that is actuated by the brake switch to indicate braking of the vehicle.
- G. Vehicles shall be equipped with Department of Transportation rated tires which shall display the proper markings on the sidewall of the tire.
- H. Vehicles shall be equipped with a rear facing mirror and shall provide the operator with a clear view of the rear.
- I. Every all-terrain vehicle operated within city limits shall be equipped with a muffler. The muffler shall limit engine noise to not more than eighty-six (86) decibels, as measured on the "A" scale of the American National Standards Institute (ANSI), incorporated, publications S1.4-1961, general purpose sound level meters, at fifty (50) feet.

#### **80.04 Operating Provisions**

All operations of all-terrain vehicles and off-road utility vehicles on city streets or highways must adhere to all city, county and state regulations relating to the use of such vehicles. In addition to the provisions of Iowa Code Chapter 321 the following provisions shall apply:

- A. Every all-terrain or off-road utility vehicle operated upon streets or highways of the City of Carter Lake, Iowa, shall be registered annually with the Pottawattamie County Recorder and shall be required to pay a registration fee in such amount established by the Pottawattamie County Board of Supervisors.

B. The operator of each all-terrain or off-road utility vehicle shall provide, upon request by any peace officer, proof of ownership including but not limited to bill of sale or registration. This requirement shall be satisfied if an all-terrain or off-road utility vehicle is in compliance with the registration requirements of any state within the United States of America.

C. A person shall not operate an all-terrain or off-road utility vehicle within the City of Carter Lake, Iowa, unless the operator has a valid driver's license issued by any state within the United States of America.

D. A person shall not operate an all-terrain or off-road utility vehicle within the City of Carter Lake, Iowa, unless the operator is at least eighteen (18) years of age and has proof of insurance complying with that required of an operator of a motor vehicle pursuant to applicable provisions of the Iowa Code, Rules and Regulations, including but not limited to Iowa Code sections 321.20B and 321A.21.

E. The operator and passengers shall wear the seatbelt or harness as so equipped by the manufacturer.

F. A person shall not drive or operate an all-terrain or off-road utility vehicle:

1. At a rate of speed greater than the posted speed limit.
2. In a careless, reckless, or negligent manner so as to:
  - a. Endanger any person.
  - b. Cause injury or damage to person or property.
  - c. Create unnecessary skidding or sliding or cause any wheel or wheels to unnecessarily lose contact with the ground.
3. While under the influence of intoxicating liquor or narcotics or habit-forming drugs as prescribed under Iowa Code Section 321J.
4. In any City Park, wildlife area, reserve, refuge, game management area, or any portion of a meandered stream, which has been identified as a navigable stream or river by rule adopted by the department and which is covered by water, except on designated riding areas and designated trails.
5. Upon operating railroad right-of-way, an all-terrain or off-road utility vehicle may be driven directly across railroad right-of-way only at an established crossing and, notwithstanding any other provisions of law, may, if necessary, use the improved portion of the established crossing after yielding to all oncoming traffic. This paragraph does not apply to a law enforcement officer or railroad employee of a utility authority to enter upon the railroad right-of-way in the lawful performance of the employee's duty.

6. With more persons on the vehicle than designed to be carried or seated.
7. On any road, street, highway or interstate prohibited by the State of Iowa.

### **80.05 Operation of Snowmobiles**

The operation of snowmobiles is prohibited within the City of Carter Lake, Iowa, except in emergency snow situations and to the extent applicable Iowa law allows.

### **80.06 Prohibited Streets/Highways; Crossing**

A. Notwithstanding any other provisions of this Chapter, in addition to all roads prohibited under state law, operation of all-terrain vehicles and off-road utility vehicles shall be prohibited on the following streets and/or highways:

1. The entirety of Abbott Drive.

B. An all-terrain vehicle or off-road utility vehicles may make a direct crossing of a street or highway listed in this section, but no person shall make a direct crossing of any such street or highway with an all-terrain vehicle or off-road utility vehicles, unless:

1. The crossing is made at an angle of approximately ninety (90) degrees and not less than sixty (60) degrees, to the direction of the street or highway, and at a place where no obstruction prevents a quick and safe crossing;
2. The all-terrain vehicle or off-road utility vehicle is brought to a complete stop before crossing the shoulder or main traveled way of the street or highway;
3. The operator of the all-terrain vehicle or off-road utility vehicle yields the right of way to all oncoming traffic which constitutes an immediate hazard; and
4. In crossing a divided highway, the crossing is made only at an intersection of such highway with another street or highway.

### **80.07 Exemptions**

The following all-terrain vehicles and off-road utility vehicles shall be exempt from registration pursuant to Iowa Code, Section 321.9 and the requirements of this Ordinance:

A. All-terrain or off-road utility vehicles owned by the United States, this state, or another state, or by a governmental subdivision thereof, and used for enforcement, search and rescue, or official research and studies, but not for recreational or commercial purposes.

B. All-terrain or off-road utility vehicles used exclusively for agricultural purposes and in accordance with Iowa Code section 321.234A(1)(a).

**80.08 Leaving Motor Running or Keys In Ignition**

It is unlawful for the owner or operator of an all-terrain vehicle to leave or allow an all-terrain vehicle or off-road utility vehicle to remain unattended on public property while the motor is running or while the keys for starting the vehicle are left in the ignition.

**80.09 Violation of A "Stop" Signal**

A person, after having received a visual or audible signal from a peace officer to come to a stop, shall not operate an all-terrain vehicle or off-road utility vehicle in willful or wanton disregard of the signal or interfere with or endanger the officer or any other person or vehicle, or increase speed or attempt to flee or elude the officer.

**80.10 Penalty for Violation**

Any person found guilty of a violation of any of the provisions of this chapter shall, upon conviction, be subject to the penalty provisions set forth in CBMC 8.02.020. Each day that a violation is allowed to continue shall constitute a separate and distinct violation. At the discretion of the city attorney, any violation of the provisions of this chapter may be pursued as a municipal infraction according to the terms of CBMC 1.95, in lieu of criminal prosecution.

**SECTION 2. REPEALER.** All ordinances or parts of ordinances in conflict with the provisions of this Ordinance shall be repealed to the extent of the conflict herewith.

**SECTION 3. SEVERABILITY CLAUSE.** If any of the provisions of this ordinance are for any reason declared illegal or void, then the lawful provisions of this ordinance which are severable from said unlawful provisions shall be and remain in full force and effect, the same as if the ordinance contained no illegal or void provisions.

**SECTION 4. EFFECTIVE DATE.** This ordinance shall be in full force and effect from and after its final passage and publication in the manner applicable law requires.

PASSED AND APPROVED \_\_\_\_\_, 2024.

\_\_\_\_\_  
RONALD CUMBERLEDGE Mayor

Attest:

\_\_\_\_\_  
JACKIE CARL City Clerk

First Consideration:  
Second Consideration:  
Public Hearing:  
Third Consideration:

EXHIBIT 6

APPLICATION FOR EXEMPTION  
CARTER LAKE URBAN REVITALIZATION AREA

Please Type or Print

APPLICANT (Owner of Record) Coage & Haley Bowman

ADDRESS 1302 Cedar St. Carter Lake IA, 51510

Name of other Owners of Record (if any)  
N/A

ADDRESS AND LEGAL DESCRIPTION OF PROPERTY (for which an exemption is requested):

Address: 1302 Cedar St. Carter Lake IA, 51510

Legal Description: \_\_\_\_\_

CURRENT PROPERTY VALUE (from assessor's records):

Land: \$ 35,000

Buildings: \$ 382,000

TYPE OF IMPROVEMENTS (check one):

- New Construction on Vacant Land
- Addition to Existing Structure
- Replacement of Existing Structure (s)
- Rehabilitation of Existing Structure (s)

ESTIMATED COST OF IMPROVEMENTS:

\$ 382,000

Date Started: March 2024

Date Completed: 10/29/24

TAX EXEMPTION:

Residential – 100% tax exemption on the value added by the improvements for a period of 3 years.

Note: This form should be submitted simultaneously with the Application for building permits. Applicants are referred to the Pottawattamie County Assessor's Office for specific tax information. (2<sup>nd</sup> Floor, Pottawattamie County Courthouse, 227 South 6<sup>th</sup> Street, Council Bluffs, Iowa 51503).

**ACKNOWLEDGEMENTS:**

A copy of the pre-approval resolution for commercial projects (if applicable) is attached.

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

The property to which improvements were made conform with the Carter Lake Zoning Ordinance.

The dwelling unit(s) for which improvements were made and an exemption is requested complies with the Carter Lake Minimum Dwelling Standards Ordinance.

A builder's cost breakdown of the project is attached.

The Applicant Certifies that all information in this application and all information furnished in support of this application is given for the purpose of obtaining an exemption from taxes on improvements and is true and complete to the best of Applicants knowledge and belief. Verification may be obtained from any source named herein.

Signature of Applicant: Haley Bowman Date Signed: 10/30/24

**CITY COUNCIL ACTION:**

\_\_\_\_\_ Approved (Resolution No. \_\_\_\_\_) Date: \_\_\_\_\_

\_\_\_\_\_ Disapproved. Date: \_\_\_\_\_

Reason for Disapproval: \_\_\_\_\_  
\_\_\_\_\_

**COUNTY ASSESSOR ACTION:**

\_\_\_\_\_ Reviewed and Approved Date: \_\_\_\_\_

Assessed valuation of improvements: \$ \_\_\_\_\_

\_\_\_\_\_ Reviewed and Disapproved Date: \_\_\_\_\_

Reason for Disapproval: \_\_\_\_\_  
\_\_\_\_\_

Notification sent to applicant of determination. Date: \_\_\_\_\_

**ATTACHMENT TO EXHIBIT 6**

**A. BUILDER'S COST BREAKDOWN**

ARCHITECT	\$ 2,000
SURVEY	\$ 1,604
EXCAVATING AND GRADING	\$ 1,500
MASON	\$ 4,700
Material	
Labor	
CONCRETE (BSMT, WALKS, DRIVE)	\$ 26,962.76
ORNAMENTAL	\$ 2,000
CARPENTER LABOR, LUMBER, HARDWARE	\$ 128,000
PAINTING AND DECORATING	\$ 2,000
ROOFING	\$ 5,700
HEATING AND AIR CONDITIONING	\$ 22,000
PLUMBING (INCLUDING SEWERS)	\$ 37,175
TILE	\$ 1,000
ELECTRICAL	\$ 16,800
INSULATION	\$ 5,000
DRY WALL	\$ 19,500
GLASS	\$ 10,042
BUILDING PERMITS	\$ 2,700
INSURANCE	\$ 2,335
CONSTRUCTION LOAN FEE AND INTEREST	\$ 2,280
TITLE EXPENSE	\$ 6,643.67
SALE EXPENSE	\$ 0.00
ADVERTISING	\$ 0.00
MISCELLANEOUS	\$ 0.00
OVERHEAD AND PROFIT	\$ 0.00
<b>TOTAL BUILDING COST</b>	<b>\$ 382,000</b>
<b>PURCHASE PRICE OF LAND</b>	<b>\$ 35,000</b>
<b>TOTAL (LAND PLUS IMPROVEMENT COST)</b>	<b>\$ 417,000</b>

Will all work be contracted out?  YES    NO    If, no, describe work which will not be contracted.

Are you, the property owner, your own subcontractor?  YES    NO

**CERTIFICATION:** I, the undersigned, representing ownership on the above property, herewith certify that the above statement of amounts and actual values of said property is true and correct.

Subscribed and sworn to before me this 30<sup>th</sup> day of October, 2024.

Nancy Ruel  
Notary Public or City Clerk

Halley Brown  
Owner's Name

**RESOLUTION NO. 2024-**

**A RESOLUTION TO AUTHORIZE FUND BALANCE TRANSFERS:**

**BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF CARTER LAKE, IOWA:**

The City Clerk is hereby authorized to transfer the following fund cash balances for the following reasons:

1. \$347,776.08 from Local Option Sales Tax to Debt Service as proposed in the budget to cover the City Hall debt payment.
2. \$79,111.08 from General Fund to Local Option Sales Tax for City Hall debt to correct balance.
3. \$26,800.00 from General Fund to Local Option Sales Tax for City Hall debt payment.
4. \$41,700.00 from Casino Fund to Debt Service for Community Center payment.
5. \$30,414.43 from Casino Fund to Parks H&M for playground.
6. \$250,000.00 from Casino Fund to General Fund for Police & Fire services.
7. \$16,925.06 from Casino Fund to Community Center fund for balance of construction project.
8. \$272,185.16 from Casino Fund to General for property tax relief.
9. \$163,775.35 from Casino Fund to Employee Benefits.
10. \$6,851.95 from General Fund to Library Reserve the balance of budget.

Passed and approved this 18<sup>th</sup> day of November 2024.

\_\_\_\_\_  
Ron Cumberledge, Mayor

ATTEST:

\_\_\_\_\_  
Jackie Carl, City Clerk



Diane McGrain, CPA  
Jim Menard, CPA  
Kelsey Peterson, CPA

November 14, 2024

To the Honorable Mayor and  
Members of the City Council  
City of Carter Lake  
950 Locust  
Carter Lake, IA 51510

Management is responsible for the accompanying financial statement of the City of Carter Lake, which comprise the annual financial report-cash basis as of June 30, 2024 included in the accompanying prescribed form. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements included in the prescribed form nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

These financial statements included in the accompanying prescribed form are intended to comply with the requirements of the State of Iowa, and are not intended to be a complete presentation of the City of Carter Lake's assets and liabilities.

This report is intended solely for the information and use of the City of Carter Lake and the State of Iowa and is not intended to be and should not be used by anyone other than these specified parties.

Schroer and Associates, PC  
Council Bluffs, IA

omni business centre  
42 n. 2<sup>nd</sup> street  
council bluffs, iowa 51503  
712•322•8734 / fax 712•322•4699  
[www.schroer-cpa.com](http://www.schroer-cpa.com)

STATE OF IOWA 2024 FINANCIAL REPORT FISCAL YEAR ENDED JUNE 30, 2024 CITY OF CARTER LAKE, IOWA DUE: December 1, 2024	16207800300000 CITY OF CARTER LAKE 950 Locust Street CARTER LAKE IA 51510-1529 POPULATION: 3791
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NOTE - The information supplied in this report will be shared by the Iowa State Auditor's Office, the U.S. Census Bureau, various public interest groups, and State and federal agencies.

ALL FUNDS				
	Governmental (a)	Proprietary (b)	Total Actual (c)	Budget (d)
<b>Revenues and Other Financing Sources</b>				
Taxes Levied on Property	1,904,047		1,904,047	1,889,088
Less: Uncollected Property Taxes-Levy Year	0		0	0
<b>Net Current Property Taxes</b>	1,904,047		1,904,047	1,889,088
Delinquent Property Taxes	0		0	0
TIF Revenues	0		0	75,000
Other City Taxes	1,423,994	0	1,423,994	1,264,859
Licenses and Permits	71,253	0	71,253	108,700
Use of Money and Property	339,795	0	339,795	365,500
Intergovernmental	978,698	0	978,698	1,276,300
Charges for Fees and Service	142,529	1,687,153	1,829,682	2,034,512
Special Assessments	0	0	0	0
Miscellaneous	1,033,457	38,659	1,072,116	551,364
Other Financing Sources	1,863,550	0	1,863,550	1,853,000
Transfers In	676,088	0	676,088	1,352,000
<b>Total Revenues and Other Sources</b>	8,433,411	1,725,812	10,159,223	10,770,323
<b>Expenditures and Other Financing Uses</b>				
Public Safety	2,056,845		2,056,845	2,121,238
Public Works	615,027		615,027	707,728
Health and Social Services	1,300		1,300	4,000
Culture and Recreation	1,408,792		1,408,792	1,682,173
Community and Economic Development	398,342		398,342	400,000
General Government	660,373		660,373	699,604
Debt Service	310,365		310,365	528,300
Capital Projects	89,605		89,605	167,000
<b>Total Governmental Activities Expenditures</b>	5,540,649	0	5,540,649	6,310,043
BUSINESS TYPE ACTIVITIES		1,661,714	1,661,714	1,839,387
<b>Total All Expenditures</b>	5,540,649	1,661,714	7,202,363	8,149,430
Other Financing Uses	0	0	0	
Transfers Out	676,088	0	676,088	1,352,000
<b>Total All Expenditures/and Other Financing Uses</b>	6,216,737	1,661,714	7,878,451	9,501,430
<b>Excess Revenues and Other Sources Over (Under) Expenditures/and Other Financing Uses</b>	2,216,674	64,098	2,280,772	1,268,893
Beginning Fund Balance July 1, 2023	6,298,003	2,272,650	8,570,653	9,824,432
Ending Fund Balance June 30, 2024	8,514,677	2,336,748	10,851,425	11,093,325

NOTE - These balances do not include the following, which were not budgeted and are not available for city operations:

Non-budgeted Internal Service Funds	Pension Trust Funds
Private Purpose Trust Funds	Agency Funds

Indebtedness at June 30, 2024		Indebtedness at June 30, 2024	
	Amount		Amount
General Obligation Debt	3,630,000	Other Long-Term Debt	0
Revenue Debt	1,853,000	Short-Term Debt	0
TIF Revenue Debt	0		
		General Obligation Debt Limit	15,107,319

**CERTIFICATION**

The forgoing report is correct to the best of my knowledge and belief

	<b>Publication</b>
Signature of Preparer	
Printed name of Preparer	Phone Number
	Date Signed
Signature of Mayor or Mayor Pro Tem (Name and Title)	

PLEASE PUBLISH THIS PAGE ONLY

"See Accountants' Compilation Report"

REVENUE P2

CITY OF CARTER LAKE  
REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30, 2024

NON-GAAP/CASH BASIS

Item Description	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of (g) and (h)) (i)
<b>Section A - Taxes</b>									
<b>Taxes levied on property</b>									
1 Less: Uncollected Property Taxes - Levy Year	1,608,203	295,844					1,904,047		1,904,047
2									
3 Net Current Property Taxes	1,608,203	295,844		0	0	0	1,904,047		1,904,047
4 Delinquent Property Taxes									
5									
6 <b>Total Property Tax</b>	1,608,203	295,844		0	0	0	1,904,047		1,904,047
7 <b>TIF Revenues</b>							0		0
<b>Other City Taxes</b>									
8 Utility Tax Replacement Excise Taxes	36,766	6,769					43,535		43,535
9 Utility Franchise Tax (Chapter 364.2, Code of Iowa)	20,160						20,160		20,160
10 Parimutuel Wager Tax							0		0
11 Gaming Wager Tax							0		0
12 Mobile Home Tax	12,821	2,330					15,151		15,151
13 Hotel / Motel Tax	610,446						610,446		610,446
14 Other Local Option Taxes	430,837	303,865					734,702		734,702
15 <b>Total Other City Taxes</b>	1,111,030	312,964		0	0	0	1,423,994	0	1,423,994
16 <b>Section B - Licenses and Permits</b>	71,253						71,253		71,253
17 <b>Section C - Use of Money and Property</b>									
18 Interest	326,949	1,175					328,124		328,124
19 Rents and Royalties	11,671						11,671		11,671
20 Other Miscellaneous Use of Money and Property							0		0
21							0		0
22 <b>Total Use of Money and Property</b>	338,620	1,175	0	0	0	0	339,795	0	339,795
24 <b>Section D - Intergovernmental</b>									
26 <b>Federal Grants and Reimbursements</b>									
27 Federal Grants	249,111						249,111		249,111
28 Community Development Block Grants					144,121		144,121		144,121
29 Housing and Urban Development							0		0
30 Public Assistance Grants							0		0
31 Payment in Lieu of Taxes							0		0
32							0		0
33 <b>Total Federal Grants and Reimbursements</b>	249,111	0		0	144,121	0	393,232	0	393,232

"See Accountants' Compilation Report"

CITY OF CARTER LAKE  
REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30, 2024

NON-GAAP/CASH BASIS

Item Description	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (a) through (f) (g)	Proprietary (h)	Grand Total (Sum of (g) and (h)) (i)
<b>Section D - Intergovernmental - Continued</b>	41								41
<b>State Shared Revenues</b>	43								43
Road Use Taxes	44	535,489					535,489		535,489 44
<b>Other state grants and reimbursements</b>	48								48
Slate grants	49	123					123		123 49
Iowa Department of Transportation	50						0		0 50
Iowa Department of Natural Resources	51						0		0 51
Iowa Economic Development Authority	52						0		0 52
CEBA grants	53						0		0 53
C&I Replacement and Tier I Business Tax Replacement	54	43,345					43,345		43,345 54
Liquor profits	55	3,811					3,811		3,811 55
	56						0		0 56
	57						0		0 57
	58						0		0 58
	59						0		0 59
<b>Total State</b>	60	47,279	535,489	0	0	0	582,768	0	582,768 60
<b>Local Grants and Reimbursements</b>									
County Contributions	63	2,698					2,698		2,698 63
Library Service	64						0		0 64
Township Contributions	65						0		0 65
Fire/EMT Service	66						0		0 66
	67						0		0 67
	68						0		0 68
	69						0		0 69
<b>Total Local Grants and Reimbursements</b>	70	2,698	0	0	0	0	2,698	0	2,698 70
<b>Total Intergovernmental (Sum of lines 33, 60, and 70)</b>	71	299,088	535,489	0	144,121	0	978,698	0	978,698 71
<b>Section E - Charges for Fees and Service</b>	72								72
Water	73						0	682,696	682,696 73
Sewer	74						0	710,902	710,902 74
Electric	75						0		0 75
Gas	76						0		0 76
Parking	77						0		0 77
Airport	78						0		0 78
Landfill/garbage	79						0	271,009	271,009 79
Hospital	80						0		0 80

REVENUE P4

CITY OF  
REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30,

NON-GAAP/CASH BASIS

Item Description	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of (g) and (h)) (i)
<b>Section E - Charges for Fees and Service - Continued</b>									
81									81
Transit									0
82									0
Cable TV									0
83									0
Internet									0
84									0
Telephone									0
85									0
Housing Authority									0
86									0
Storm Water									0
87									0
Other:									0
88									0
Nursing Home									0
89									0
Police Service Fees	5,550						5,550		5,550
90									0
Prisoner Care									0
91									0
Fire Service Charges									0
92									0
Ambulance Charges	48,044						48,044		48,044
93									0
Sidewalk Street Repair Charges									0
94									0
Housing and Urban Renewal Charges									0
95									0
River Port and Terminal Fees									0
96									0
Public Scales									0
97									0
Cemetery Charges									0
98									0
Library Charges	1,954						1,954		1,954
99									0
Park, Recreation, and Cultural Charges	85,979						85,979		85,979
100									0
Animal Control Charges									0
101									0
Miscellaneous	1,002						1,002		1,002
102									0
Village Post Office									0
103									0
<b>Total Charges for Service</b>	142,529	0	0	0	0	0	142,529	22,546	1,829,682
104									0
105									0
<b>Section F - Special Assessments</b>									
106									0
<b>Section G - Miscellaneous</b>									
107									0
Contributions	93,492	75,140					168,632		168,632
108									0
Deposits and Sales/Fuel Tax Refunds								18,523	18,523
109									0
Sale of Property and Merchandise									0
110									0
Fines	20,090						20,090		20,090
111									0
Internal Service Charges									0
112									0
Casino Income	775,000						775,000		775,000
113									0
Reimbursements	69,735						69,735	20,136	89,871
114									0
									0
115									0
									0
116									0
									0
117									0
									0
118									0
									0
119									0
									0
<b>Total Miscellaneous</b>	958,317	75,140	0	0	0	0	1,033,457	38,659	1,072,116
120									0
121									0
122									0
123									0
124									0
125									0
126									0
127									0
128									0
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198									0
199									0
200									0

CITY OF  
REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30,

NON-GAAP/CASH BASIS

Item Description	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of (g) and (h)) (i)	
Total All Revenues (Sum of lines 6, 7, 15, 16, 22, 71, 104, 106, and 120)	121 4,529,040	1,220,612	0	0	144,121	0	5,893,773	1,725,812	7,619,585	121
<b>Section II - Other Financing Sources</b>	123									123
Proceeds of capital asset sales	124 10,550						10,550		10,550	124
Proceeds of long-term debt (Excluding TIF internal borrowing)	125				1,853,000		1,853,000		1,853,000	125
Proceeds of anticipatory warrants or other short-term debt	126						0		0	126
Regular transfers in and interfund loans	127	269,687		389,476	16,925		676,088		676,088	127
Internal TIF loans and transfers in	128						0		0	128
	129						0		0	129
	130						0		0	130
<b>Total Other Financing Sources</b>	131 10,550	269,687	0	389,476	1,869,925	0	2,539,638	0	2,539,638	131
<b>Total Revenues Except for Beginning Balances (Sum of lines 121 and 131)</b>	132 4,539,590	1,490,299	0	389,476	2,014,046	0	8,433,411	1,725,812	10,159,223	132
<b>Beginning Fund Balance July 1, 2023</b>	134 4,397,795	887,420	1,159,843	-79,111	-67,944		6,298,003	2,272,650	8,570,653	134
<b>Total Revenues and Other Financing Sources (Sum of lines 132 and 134)</b>	136 8,937,385	2,377,719	1,159,843	310,365	1,946,102	0	14,731,414	3,998,462	18,729,876	136

EXPENDITURES P6

CITY OF CARTER LAKE  
EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, 2024

NON-GAAP/CASH BASIS

Line	Item Description	Line	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of col. (g)) (i)	Line
1	Section A - Public Safety	1										1
2	Police Department/Crime Prevention	2	1,076,268	261,745					1,338,013		1,338,013	2
3	Jail	3							0		0	3
4	Emergency Management	4	14						14		14	4
5	Flood control	5							0		0	5
6	Fire Department	6	311,842	114,147					425,989		425,989	6
7	Ambulance	7	111,826						111,826		111,826	7
8	Building Inspections	8	164,603	390					164,993		164,993	8
9	Miscellaneous Protective Services	9							0		0	9
10	Animal Control	10	12,985	3,025					16,010		16,010	10
11	Other Public Safety	11							0		0	11
12		12							0		0	12
13		13							0		0	13
14	<b>Total Public Safety</b>	14	1,677,538	379,307		0		0	2,056,845		2,056,845	14
15		15										15
16	Section B - Public Works	16	1,612	516,786					518,398		518,398	16
17	Roads, Bridges, Sidewalks	17							0		0	17
18	Parking Meter and Off-Street	18		96,629					96,629		96,629	18
19	Street Lighting	19							0		0	19
20	Traffic Control Safety	20							0		0	20
21	Snow Removal	21							0		0	21
22	Highway Engineering	22							0		0	22
23	Street Cleaning	23							0		0	23
24	Airport (if not an enterprise)	24							0		0	24
25	Garbage (if not an enterprise)	25							0		0	25
26	Other Public Works	26							0		0	26
27		27							0		0	27
28	<b>Total Public Works</b>	28	1,612	613,415		0		0	615,027		615,027	28
29		29										29
30	Section C - Health and Social Services	30							0		0	30
31	Welfare Assistance	31							0		0	31
32	City Hospital	32							0		0	32
33	Payments to Private Hospitals	33							0		0	33
34	Health Regulation and Inspections	34	1,300						1,300		1,300	34
35	Water, Air, and Mosquito Control	35							0		0	35
36	Community Mental Health	36							0		0	36
37	Other Health and Social Services	37							0		0	37
38		38							0		0	38
39	<b>Total Health and Social Services</b>	39	1,300	0		0		0	1,300		1,300	39
40		40										40
41	Section D - Culture and Recreation	41	282,095	40,797					322,892		322,892	41
42	Library Services	42							0		0	42
43	Museum, Band, Theater	43	546,295	43,841					590,136		590,136	43
44	Parks	44	1,700						1,700		1,700	44
45	Recreation	45							0		0	45
46	Cemetery	46							494,064		494,064	46
47	Community Center, Zoo, Marina, and Auditorium	47	430,600	63,464					0		0	47
48	Other Culture and Recreation	48							0		0	48
49		49							0		0	49
50	<b>Total Culture and Recreation</b>	50	1,260,690	148,102		0		0	1,408,792		1,408,792	50

EXPENDITURES P7

CITY OF  
EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, -- Continued

NON-GAAP/CASH BASIS

Item description	Line	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of col. (g)) (i)	Line
<b>Section E - Community and Economic Development</b>	51										51
Community beautification	52									0	52
Economic development	53		398,342					398,342		398,342	53
Housing and urban renewal	54							0		0	54
Planning and zoning	55							0		0	55
Other community and economic development	56							0		0	56
TIF Rebates	57							0		0	57
	58							0		0	58
<b>Total Community and Economic Development</b>	59	0	0	398,342	0	0	0	398,342		398,342	59
<b>Section F - General Government</b>	60										60
Mayor, Council and City Manager	61	48,168	2,613					50,781		50,781	61
Clerk, Treasurer, Financial Administration	62	262,154	47,714					309,868		309,868	62
Elections	63	11,128						11,128		11,128	63
Legal Services and City Attorney	64	73,482						73,482		73,482	64
City Hall and General Buildings	65	165,571						165,571		165,571	65
Tort Liability	66							0		0	66
Other General Government	67	49,543						49,543		49,543	67
	68							0		0	68
	69							0		0	69
<b>Total General Government</b>	70	610,046	50,327		0	0	0	660,373		660,373	70
<b>Section G - Debt Service</b>	71				310,365			310,365		310,365	71
	72							0		0	72
	73							0		0	73
<b>Total Debt Service</b>	74	0	0	0	310,365	0	0	310,365		310,365	74
<b>Section H - Regular Capital Projects - Specify</b>	75										75
Various	76					89,605		89,605		89,605	76
	77							0		0	77
<b>Subtotal Regular Capital Projects</b>	78	0	0	0	0	89,605	0	89,605		89,605	78
<b>TIF Capital Projects - Specify</b>	79										79
	80							0		0	80
	81							0		0	81
<b>Subtotal TIF Capital Projects</b>	82	0	0	0	0	0	0	0		0	82
<b>Total Capital Projects</b>	83	0	0	0	0	89,605	0	89,605		89,605	83
<b>Total Governmental Activities Expenditures (Sum of lines 14, 28, 39, 50, 59, 70, 74, 83)</b>	84	3,551,186	1,191,151	398,342	310,365	89,605	0	5,540,649		5,540,649	84
	85										85

TIF Rebates are expended out of the TIF Special Revenue Fund within the Community and Economic Development program's activity "Other"

EXPENDITURES P8

CITY OF  
EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, -- Continued

NON-GAAP/CASH BASIS

Item description	Line	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of col. (g)) (i)	Line
<b>Section I - Business Type Activities</b>	87										87
Water - Current Operation	88								639,593	639,593	88
Capital Outlay	89								0	0	89
Debt Service	90								0	0	90
Sewer and Sewage Disposal - Current Operation	91								739,105	739,105	91
Capital Outlay	92								0	0	92
Debt Service	93								0	0	93
Electric - Current Operation	94								0	0	94
Capital Outlay	95								0	0	95
Debt Service	96								0	0	96
Gas Utility - Current Operation	97								0	0	97
Capital Outlay	98								0	0	98
Debt Service	99								0	0	99
Parking - Current Operation	100								0	0	100
Capital Outlay	101								0	0	101
Debt Service	102								0	0	102
Airport - Current Operation	103								0	0	103
Capital Outlay	104								0	0	104
Debt Service	105								0	0	105
Landfill/Garbage - Current operation	106								262,277	262,277	106
Capital Outlay	107								0	0	107
Debt Service	108								0	0	108
Hospital - Current Operation	109								0	0	109
Capital Outlay	110								0	0	110
Debt Service	111								0	0	111
Transit - Current Operation	112								0	0	112
Capital Outlay	113								0	0	113
Debt Service	114								0	0	114
Cable TV, Telephone, Internet - Current Operation	115								0	0	115
Capital Outlay	116								0	0	116
Housing Authority - Current Operation	117								0	0	117
Capital Outlay	118								0	0	118
Debt Service	119								0	0	119
Storm Water - Current Operation	120								2,024	2,024	120
Capital Outlay	121								0	0	121
Debt Service	122								0	0	122
Other Business Type - Current Operation	123								18,715	18,715	123
Capital Outlay	124								0	0	124
Debt Service	125								0	0	125
Internal Service Funds - Specify	126								0	0	126
	127								0	0	127
	128								0	0	128
<b>Total Business Type Activities</b>	129								1,661,714	1,661,714	129

EXPENDITURES P9

CITY OF CARTER LAKE  
EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, 2024 -- Continued

NON-GAAP/CASH BASIS

Line	Item description	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of col. (g) (h)) (i)	Line
130	Subtotal Expenditures (Sum of lines 84 and 129)	3,551,186	1,191,151	398,342	310,365	89,605	0	5,540,649	1,661,714	7,202,363	130
131	Section J - Other Financing Uses Including Transfers Out										131
132	Regular transfers out	328,312	347,776					676,088		676,088	132
133	Internal TIF loans/repayments and transfers out							0		0	133
134								0		0	134
135	Total Other Financing Uses	328,312	347,776	0	0	0	0	676,088	0	676,088	135
136	Total Expenditures and Other Financing Uses (Sum of lines 130 and 135)	3,879,498	1,538,927	398,342	310,365	89,605	0	6,216,737	1,661,714	7,878,451	136
137	Ending fund balance June 30, :										137
138	Governmental:										138
139	Nonspendable										139
140	Restricted							0		0	140
141	Committed	933,036	838,792	761,501	0	1,856,497		4,389,826		4,389,826	141
142	Assigned	439,588						0		0	142
143	Unassigned	3,685,263						439,588		439,588	143
144	Total Governmental	5,057,887	838,792	761,501	0	1,856,497	0	8,514,677		8,514,677	144
145	Proprietary								2,336,748	2,336,748	145
146	Total Ending Fund Balance June 30,	5,057,887	838,792	761,501	0	1,856,497	0	8,514,677	2,336,748	10,851,425	146
147	Total Requirements (Sum of lines 136 and 147)	8,937,385	2,377,719	1,159,843	310,365	1,946,102	0	14,731,414	3,998,462	18,729,876	147
148											148

**OTHER P10**

Part III Intergovernmental Expenditures Please report below expenditures made to the State or to other local governments on a reimbursement or cost sharing basis. Include these expenditures in part II. Enter amount.

Purpose	Amount paid to other local governments	
	Purpose	Amount paid to State
Correction	Highways	
Health	All other	
Highways		
Transit Subsidies		
Libraries		
Police protection		
Sewerage		
Sanitation		
All other		

Part IV  
Wages & Salaries Report here the total salaries and wages paid to all employees of your government before deductions of social security, retirement, etc. Include also salaries and wages paid to employees of any utility owned and operated by your government, as well as salaries and wages of municipal employees charged to construction projects.

**YOU ARE REQUIRED TO ENTER SALARY DOLLARS IN THE Amount areas FOR SALARIES AND WAGES PAID**

Total Salaries and Wages Paid	Amount
	1,791,445

Part V Debt Outstanding, Issued, and Retired

Transit subsidies

**A. Long-Term Debt**

Purpose	Debt During the Fiscal Year				Debt Outstanding JUNE 30, 2024				
	Line	Debt Outstanding JULY 1, 2023	Issued	Retired	General Obligation	TIF Revenue	Revenue	Other	Interest Paid This Year
Water Utility	1.								
Sewer Utility	2.		1,853,000				1,853,000		
Electric Utility	3.								
Gas Utility	4.								
Transit-Bus	5.								
Industrial Revenue	6.								
Mortgage Revenue	7.								
TIF Revenue	8.								
Other Purposes / Miscellaneous	9.								
GO	10.	3,875,000		245,000	3,630,000				63,665
Parking	11.								
Airport	12.								
Stormwater	13.								
Section 108	14.								
<b>Total Long-Term</b>		3,875,000	1,853,000	245,000	3,630,000	0	1,853,000	0	63,665

**B. Short-Term Debt Amount**

Outstanding as of July 1, 2023

Outstanding as of JUNE 30, 2024

DEBT LIMITATION FOR GENERAL OBLIGATIONS

Actual valuation -- January 1, 2022

Amount
302,146,380 x.05 = \$ 15,107,319

Part VII CASH AND INVESTMENT ASSETS AS OF JUNE 30, 2024

Type of asset	Amount				
	Bond and interest funds (a)	Bond construction funds (b)	Pension/retirement funds (c)	All other Funds (d)	Total (e)
Cash and investments - Include cash on hand, CDs, time, checking and savings deposits, Federal securities, Federal agency securities, State and local government securities, and all other securities. Exclude value of real property.	1,858,271		8,993,154		10,851,425

If you budget on a NON-GAAP CASH BASIS, the amount in the Total above SHOULD EQUAL the above summed amounts on the sheet All Funds PT: Ending fund balance, column C PLUS the amounts in the shaded Note area.

## **CURRENT**

**MEALS** - Those traveling on City business who are required to depart prior to 7:00 a.m. and return after 6:00 p.m. may be reimbursed a maximum of **\$32.00 per day for three meals (\$7.00 breakfast, \$10.00 lunch and \$15.00 dinner)** but limited to actual receipts. There will be no advance travel funds given.

Those traveling on City business who are required to depart after 7:00 a.m. and return after 6:00 p.m. may be reimbursed a maximum of \$25.00 for two meals (\$10.00 lunch and \$15.00 dinner) but limited to actual receipts. There will be no advance travel funds given.

Those traveling on City business who are required to depart before 7:00 a.m. and return before 6:00 p.m. may be reimbursed a maximum of \$17.00 for two meals (\$7.00 breakfast and \$10.00 lunch) but limited to actual receipts. There will be no advance travel funds given.

Those traveling on City business who are required to depart after 7:00 a.m. and return before 6:00 p.m. may be reimbursed a maximum of \$10.00 for one meal (\$10.00 lunch) but limited to actual receipts. There will be no advance travel funds given.

## **UPDATE AMOUNTS:**

Breakfast      \$13.00

Lunch            \$15.00

Dinner           \$26.00

**Daily Total    \$54.00**

# FY 2025 Per Diem Rates for Iowa

## Meals & Incidental Expenses (M&IE) rates and breakdown

Primary Destination	County	M&IE Total	Breakfast	Lunch	Dinner	Incidental Expenses	First & Last Day of Travel
Standard Rate	Applies for all locations without specified rates	\$68	\$16	\$19	\$28	\$5	\$51.00
Dallas	Dallas	\$80	\$20	\$22	\$33	\$5	\$60.00
Des Moines	Polk	\$80	\$20	\$22	\$33	\$5	\$60.00

RESOLUTION 2024-

Be it hereby resolved by the City Council of the City of Carter Lake, Iowa that Kaitlyn Watson's wages be set at \$18.50 per hour beginning September 27, 2024. Kaitlyn has been hired as the Library Circulation Manager.

Recommended by: Library Director

Passed and approved this 18<sup>th</sup> day of November, 2024.

\_\_\_\_\_  
Ron Cumberledge, Mayor

ATTEST:

\_\_\_\_\_  
Jackie Carl, City Clerk

RESOLUTION 2024-

Be it hereby resolved by the City Council of the City of Carter Lake, Iowa that Lauri Wilhite's wages be set at \$22.63 per hour beginning November 11, 2024. Lauri has been employed as the Clerk Assistant for 5 years.

Recommended by: Employee handbook – Longevity pay

Passed and approved this 18<sup>th</sup> day of November 2024.

\_\_\_\_\_  
Ron Cumberledge, Mayor

ATTEST:

\_\_\_\_\_  
Jackie Carl, City Clerk

RESOLUTION 2024-

Be it hereby resolved by the City Council of the City of Carter Lake, Iowa that Nicholas Dargy's wages be set at \$35.82 per hour beginning October 14,2024. Nicholas has been an officer with the Police Department for 5 years.

Recommended by: Union Contract

Passed and approved this 18<sup>th</sup> day of November, 2024.

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Ron Cumberledge, Mayor

ATTEST:

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Jackie Carl, City Clerk

**CITY OF CARTER LAKE**  
**APPLICATION FOR CITY COUNCIL AGENDA**

Name: Catherine Todero

Address: 104 Shoreline Dr  
Carter Lake

Phone: (619) 756-4334

Meeting Date Requested: Nov. 18, 2024

Mail request to:  
City Clerk  
950 East Locust Street  
Carter Lake, IA 51510

Or Fax to: 712-347-5454

Or Email to:  
[jackie.carl@carterlake-ia.gov](mailto:jackie.carl@carterlake-ia.gov)

**Agenda Item Request** (please give a detailed description of the request):

\* Emergency Notification System - Consider <sup>Texts and</sup> push messaging  
- Communication should be more effective and reach as many  
people as possible in a timely manner. Facebook and Email  
not effective and require end users to go looking for information.  
- Information should be accurate. Email ~~at~~ FB post on Oct. 4<sup>th</sup>  
noticed water shut-off 11:00<sup>AM</sup>-1:00. Was off around 9<sup>45</sup> AM and  
people seeking information.

Please submit any supporting documents with this application.

City Council Meetings are held the first and third Monday of each month. The City Clerk must receive agenda requests by 12:00 PM on the Wednesday prior to the meeting.

Signature: Catherine Todero

Date: 11-5-2024

For Office Use Only:

Date received in Clerk's office: \_\_\_\_\_

Received by: \_\_\_\_\_

