

NOTICE OF MEETING OF THE CARTER LAKE CITY COUNCIL

City Council agendas are available at www.cityofcarterlake.com

You are hereby notified that there is a meeting of the City Council, Carter Lake, Iowa,
will be held on **Monday, June 16, 2025, at 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.
-
-

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 – MAY
 - c. Planning board minutes –
 - d. Overtime and comp time reports – MAY
 - e. Abstract of claims – MAY
 - f. Receipts – MAY
 - g. Financial reports – MAY
 - h. Tobacco Permits
 - i. Liquor License Renewal - Dual Stop
 - j. Liquor License – Carter Lake Fire Department - Festival

---END OF CONSENT AGENDA---

NEW BUSINESS

5. Communications from:
 - a. Kim Smith - Habitat for Humanity
 - b. Department Supervisors
 - i. Dave Huey – Fire Department
 - c. Mayor Ronald Cumberledge
 - i. Citizen of the Year
 - d. Jason Gundersen
 - i. Streets
 - ii. Sidewalks
 - iii. Grants
 - e. Jacob Hanika
 - i. Minutes
 - ii. Employee reviews, implementation and expectations
 - f. Aaron Grell
 - i. Weed Abatement notices
 - g. Jackie Wahl
 - i. Rain Gardens
 - h. Clint Fichter, City Attorney
 - i. 122 Carter Lake Club update
6. ORDINANCES AND RESOLUTIONS:
 - a. Approve pay application for water valve project
7. Communications from the public
 - a. Jean White – Close Street
 - b. Jeremiah Annin – Close Street
 - c. Casey Hoffman – Rain Gardens
8. CITIZEN CONCERNS (3 minutes per resident)
9. COUNCIL CONCERNS (3 minutes per member)
10. 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.

CARTER LAKE CITY COUNCIL MEETING

Monday, May 19, 2025

Mayor opened the public meeting to discuss the 2025-2026 city budget amendment. No comments received. Gundersen moved to close hearing, seconded by Hanika; unanimously approved.

Mayor Ronald Cumberledge called the regular meeting to order at 7:05 p.m. Roll call of the council, present: Mayor Ronald Cumberledge, Jacob Hanika, Jackie Wahl, Aaron Grell, Victor Skinner and Jason Gundersen; City Attorney Clint Fichter and Clerk Jackie Carl.

Gundersen moved to approve the agenda, seconded by Hanika; unanimously approved. Gundersen moved to approve the consent agenda, by Hanika, unanimously approved. Consent agenda includes the following: Department head reports from Parks, Library, Community Center, Senior Services, Maintenance, Police, Fire/EMS; City council minutes; overtime and comp-time reports, abstract of claims, receipts and financial reports for April 2025.

Brent Hinson of Hinson Consulting reviewed the City Administrative position application deadline is June 26 and the council will need to participate in a few meetings after this date to move forward with the process. The wage and benefit package were discussed but no salary amounts were disclosed. Mr. Hinson shared the results of a survey completed by members of the council and employees.

Overland Development representative Austin Knack was present to request a public hearing to approve the proposed zoning amendment to the property at the corner of 9th Street and Avenue K. Gundersen moved to set a special meeting for conditional rezoning on Wednesday, June 4th at 5:00 p.m. and seconded by Grell, unanimously approved. Attorney will draft the zoning change, and it will stay with the land not the owner.

Fire Chief Dave Huey is ready to start talking about phase two and for council members and volunteers to be part of the planning committee. Council questioned why the project needs 5 acres footprint. Hanika would like to see the fire chief at the next workshop to talk in more details. Council thought the agreement was to proceed with renovation.

122 Carter Lake Club has not had any improvements, Gundersen moved to proceed forward with demolition of the property seconded by Hanika; unanimously approved.

Gundersen moved to proceed with condemnation proceedings for 122 Carter Lake Club, seconded by Hanika; unanimously approved.

Grell brought up his previous idea to purchase a CCTV trailer, Grell would like to increase the value from \$35,000 to \$50,000; council asked Chief to stay on top of the project.

Grell moved to accept the garbage contract with Waste Connections with automated pickup seconded by Wahl; unanimously approved. Gundersen moved to approve longevity increase for Deputy Clerk Lisa Ruehle, seconded by Skinner; unanimously approved; Gundersen moved to set wages for Robert Uhe, new employee with Maintenance Department, seconded by Skinner; unanimously approved; Hanika moved to correct the previous approved wage resolution for Nathan Bentzinger seconded by Gundersen, unanimously approved. The next three items were tabled for further review 1. amendment to the demolition permit ordinance, 2. ordinance to assess the cost for water shut-off valve replacements, and 3. ordinance to assess monthly fee to property owners who refuse to cooperate with PeopleService request to replace water meters

CITIZEN CONCERNS - Fred Vogt voiced concerns regard the rain gardens and why there is no maintenance

or upkeep.

At 9:00 p.m. the Carter Lake City Council adjourned to closed session to discuss matters presently in litigation with counsel pursuant to Iowa Code 21.5(c) Returned to open session at 9:45 p.m. Gundersen moved to return to open session, seconded by Skinner, unanimously approved. Adjourned at 9:50 p.m.

Jackie Carl, City Clerk

Ronald Cumberledge, Mayor

From: Phill Newton <phill.newton@carterlake-ia.gov>
Sent: Friday, June 13, 2025 8:09 AM
To: Jackie Carl <jackie.carl@carterlake-ia.gov>
Subject: RE: License LE0003907 Renewal Notice Sent

Jackie

Sorry about that. I inspected this business several weeks ago and everything was fine. They have made several improvements to the building and outside areas. At this time, I would recommend the approval of their annual liquor license renewal.

Phillip Newton

From: Chief Kannedy <chief.kannedy@clpd.carterlake-ia.gov>
Sent: Monday, April 28, 2025 9:16 AM
To: Jackie Carl <jackie.carl@carterlake-ia.gov>
Subject: RE: License LE0003907 Renewal Notice Sent

They have no violations and none pending

From: Jackie Carl <jackie.carl@carterlake-ia.gov>
Sent: Monday, April 28, 2025 8:24 AM
To: Chief Kannedy <chief.kannedy@clpd.carterlake-ia.gov>; Phill Newton <phill.newton@carterlake-ia.gov>
Subject: FW: License LE0003907 Renewal Notice Sent

Please check on this for renewal

From: noreply@salesforce.com <noreply@salesforce.com> **On Behalf Of** IOWA ABD
Licensing Support
Sent: Saturday, April 26, 2025 5:00 AM
To: Jackie Carl <jackie.carl@carterlake-ia.gov>
Subject: License LE0003907 Renewal Notice Sent

Hello,

LE0003907 has been sent a Renewal Notice is now eligible for their renewal.

Corp Name: Saga Properties, LLC

DBA: Dual Stop Carter Lake

License Number: LE0003907

Application Number: App-202261

Tentative Effective Date:

Application Type: Renewal

Amendment Type:

Thank you,

The Iowa Alcoholic Beverages Division

CC ANALYSIS, 22 OVERTIME REPORT
5/02/2025 THRU 5/02/2025

COST CENTER	OVERTIME HOURS	OVERTIME PAY	COMP TIME HRS
11013 NATHANIEL A BEN 11010 POLICE WAGES			5.00

EMP TOT 11013			5.00
43006 AYDEN K CHAMBER 43040 OT WAGES/PARKS	2.00	48.00	
	-----	-----	
EMP TOT 43006	2.00	48.00	
43005 ETHAN G CHAMBER 81040 OT WAGES/WATER	4.00	120.00	
	-----	-----	
EMP TOT 43005	4.00	120.00	
11002 GARY D CHAMBERS 11040 OT POLICE WAGES	2.00	128.76	
	-----	-----	
EMP TOT 11002	2.00	128.76	
11016 MATTHEW R COLE 11040 OT POLICE WAGES 11041 STEP OT/POLICE 11042 OT TO COMP TIME 11043 HOLIDAY TO COMP	10.00 3.00 4.75 10.00	450.45 130.64	
	-----	-----	
EMP TOT 11016	27.75	581.09	
11012 NICHOLAS R DARG 11043 HOLIDAY TO COMP	10.00		

EMP TOT 11012	10.00		
11003 JOSHUA J DRISCO 11040 OT POLICE WAGES	3.25	229.61	
	-----	-----	
EMP TOT 11003	3.25	229.61	
11006 RYAN P GONSIOR 11010 POLICE WAGES 11040 OT POLICE WAGES 11043 HOLIDAY TO COMP			1.50
	10.00 10.00	643.80	
	-----	-----	-----
EMP TOT 11006	20.00	643.80	1.50
46004 NICHOLAS R HOLM 46040 OT/COMM CENT	.50	16.88	
	-----	-----	
EMP TOT 46004	.50	16.88	
11010 JACOB S HUSCROF 11010 POLICE WAGES 11041 STEP OT/POLICE			10.00
	5.75	322.83	

CC ANALYSIS, 22 OVERTIME REPORT
5/02/2025 THRU 5/02/2025

COST CENTER	OVERTIME HOURS	OVERTIME PAY	COMP TIME HRS
EMP TOT 11010	5.75	322.83	10.00
11015 ELIZABETH A SAN			
11040 OT POLICE WAGES	10.00	450.45	
11041 STEP OT/POLICE	6.50	283.04	
11042 OT TO COMP TIME	.50		
EMP TOT 11015	17.00	733.49	
46010 LEVI J TERRELL			
46042 OT TO COMP TIME	1.25		
EMP TOT 46010	1.25		
62005 LAURINE K WILHI			
46020 PT/COMM CENT	23.50	531.75	
62010 ADMIN WAGES			.75
62042 OT TO COMP	1.75		
EMP TOT 62005	25.25	531.75	.75
Report Total	118.75	3356.21	17.25
Employee Count	13		

CC ANALYSIS, 22 OVERTIME REPORT
5/16/2025 THRU 5/16/2025

COST CENTER	OVERTIME HOURS	OVERTIME PAY	COMP TIME HRS
11013 NATHANIEL A BEN 11040 OT POLICE WAGES	.25	13.23	
EMP TOT 11013	.25	13.23	
43006 AYDEN K CHAMBER 43040 OT WAGES/PARKS	2.25	54.00	
EMP TOT 43006	2.25	54.00	
43005 ETHAN G CHAMBER 81040 OT WAGES/WATER	2.25	67.50	
EMP TOT 43005	2.25	67.50	
11002 GARY D CHAMBERS 11010 POLICE WAGES 11040 OT POLICE WAGES	7.00	450.66	3.00
EMP TOT 11002	7.00	450.66	3.00
11016 MATTHEW R COLE 11010 POLICE WAGES 11041 STEP OT/POLICE	2.00	87.09	30.00
EMP TOT 11016	2.00	87.09	30.00
11012 NICHOLAS R DARG 11040 OT POLICE WAGES 11041 STEP OT/POLICE	10.50	564.17	
EMP TOT 11012	15.50	832.82	
11003 JOSHUA J DRISCO 11040 OT POLICE WAGES	17.00	1201.05	
EMP TOT 11003	17.00	1201.05	
11006 RYAN P GONSIOR 11010 POLICE WAGES 11042 OT TO COMP TIME	.25		6.00
EMP TOT 11006	.25		6.00
46004 NICHOLAS R HOLM 46040 OT/COMM CENT	1.00	33.75	
EMP TOT 46004	1.00	33.75	
11010 JACOB S HUSCROF 11010 POLICE WAGES 11042 OT TO COMP TIME	.25		.50

CC ANALYSIS, 22 OVERTIME REPORT
 5/16/2025 THRU 5/16/2025

COST CENTER	OVERTIME HOURS	OVERTIME PAY	COMP TIME HRS
EMP TOT 11010	.25		.50
11001 SHAWN M KANNEDY 11010 POLICE WAGES			4.00
EMP TOT 11001			4.00
11015 ELIZABETH A SAN 11040 OT POLICE WAGES 11042 OT TO COMP TIME	5.25 10.00	236.49	
EMP TOT 11015	15.25	236.49	
41006 MARGARET H SCHM 41042 OT TO COMP TIME	.25		
EMP TOT 41006	.25		
11008 ADAM W SWINARSK 11010 POLICE WAGES			.25
EMP TOT 11008			.25
62005 LAURINE K WILHI 46020 PT/COMM CENT 62042 OT TO COMP	31.50 1.75	712.77	
EMP TOT 62005	33.25	712.77	
Report Total	96.50	3689.36	43.75
Employee Count	15		

CC ANALYSIS, 22 OVERTIME REPORT
5/30/2025 THRU 5/30/2025

COST CENTER	OVERTIME HOURS	OVERTIME PAY	COMP TIME HRS
43005 ETHAN G CHAMBER 43040 OT WAGES/PARKS	2.00	60.00	
EMP TOT 43005	2.00	60.00	
11002 GARY D CHAMBERS 11040 OT POLICE WAGES	3.75	242.18	
EMP TOT 11002	3.75	242.18	
11016 MATTHEW R COLE 11010 POLICE WAGES			27.75
EMP TOT 11016			27.75
11012 NICHOLAS R DARG 11010 POLICE WAGES			10.00
EMP TOT 11012			10.00
11006 RYAN P GONSIOR 11010 POLICE WAGES			3.00
EMP TOT 11006			3.00
11010 JACOB S HUSCROF 11040 OT POLICE WAGES	1.00	57.65	
EMP TOT 11010	1.00	57.65	
11015 ELIZABETH A SAN 11040 OT POLICE WAGES 11042 OT TO COMP TIME	5.00 8.50	218.10	
EMP TOT 11015	13.50	218.10	
11008 ADAM W SWINARSK 11040 OT POLICE WAGES	.25	15.04	
EMP TOT 11008	.25	15.04	
46010 LEVI J TERRELL 46040 OT/COMM CENT	.50	16.61	
EMP TOT 46010	.50	16.61	
62005 LAURINE K WILHI 46020 PT/COMM CENT 62040 OT WAGES/ADMIN 62042 OT TO COMP	28.50 4.25 .25	644.88 144.27	
EMP TOT 62005	33.00	789.15	

CC ANALYSIS, 22 OVERTIME REPORT
5/30/2025 THRU 5/30/2025

COST CENTER		OVERTIME HOURS	OVERTIME PAY	COMP TIME HRS
Report Total		54.00	1398.73	40.75
Employee Count	10			



Codes With Descriptions

	Totals	
ALAB - BUSINESS ALARM	5	5
ALAB - BUSINESS ALARM; ETASER - TASER DEPLOYMENT	1	1
ANIMAL - ANIMAL COMPLAINT	10	10
ARMED - ARMED SUBJECT	1	1
ASSA - ASSAULT	5	5
BDC - BROADCAST	4	4
BURG - BURGLARY	3	3
CIVIL - CIVIL PAPERS, CIVIL SITUATION, KEEP THE PEACE	2	2
CLOC - CHECK LOCATION	29	29
COMPLAINT - COMPLAINT REPORT	8	8
COMPLAINT - COMPLAINT REPORT; E4 - ASSAULT/SEXUAL ASSAULT/STUN GUN; ETASER - TASER DEPLOYMENT	1	1
CRIM - CRIMINAL MISCHIEF OR VANDALISM	3	3
CWEL - CHECK THE WELFARE	28	28
CWEL - CHECK THE WELFARE; E17 - FALLS	1	1
CWEL - CHECK THE WELFARE; EMED - MEDICAL EMERGENCY	1	1
DISTBAR - DISTURBANCE AT A BAR	2	2
DIST - DISTURBANCE	13	13
DIST - DISTURBANCE; BARI - BARRICADED SUBJECT; FSTAND - FIRE STANDBY STATUS	1	1
DIST - DISTURBANCE; E13 - DIABETIC PROBLEMS	1	1
DOWN - WIRES, CABLES, POLES, TREES DOWN	1	1
DUI - OWI OR IMPAIRED DRIVER	1	1
E17 - FALLS; ASFD - ASSIST FIRE DEPARTMENT	1	1
E26 - SICK PERSON (SPECIFIC DIAGNOSIS)	1	1
E28 - STROKE (CVA)/TRANSIENT ISCHEMIC ATTACK (TIA)	1	1
EMED - MEDICAL EMERGENCY	1	1
FOLL - FOLLOW UP	14	14
FOUND - FOUND PROPERTY	3	3

Codes With Descriptions

	Totals	
FRAUD - FRAUD OR FORGERY	2	2
HARR - HARASSMENT	3	3
LPERSON - LOCATED OR FOUND PERSON/JUVENILE	1	1
MJUV - MISSING JUVENILE	1	1
MOTA - MOTORIST ASSIST	3	3
NOIS - NOISE COMPLAINTS	3	3
OPEN - OPEN DOOR	1	1
PARKING - PARKING PROBLEMS, CONTINUOUSLY PARKED VEHICLE	3	3
PDHR - PROPERTY DAMAGE HIT AND RUN; EMED - MEDICAL EMERGENCY	1	1
PD - PROPERTY DAMAGE ACCIDENT	2	2
PD - PROPERTY DAMAGE ACCIDENT; E29 - TRAFFIC /TRANSPORTATION INCIDENTS	1	1
REST - PROTECTIVE OR RESTRAINING ORDER VIOLATION	1	1
ROAD - ROAD RAGE	1	1
SHOP - SHOPLIFTER	1	1
SHOTF - SHOTS FIRED	1	1
STNV - STOLEN VEHICLE	3	3
SUSP - SUSPICIOUS ACTIVITY	15	15
THEFT - THEFT	12	12
THREAT - THREATS	1	1
TRAFFIC - TRAFFIC STOP	189	189
TRAFFP - TRAFFIC PROBLEM	1	1
TRESPASS - TRESPASSING	16	16
WANTED - WANTED PERSON	9	9
Totals	413	413



Carter Lake Iowa Police Department

950 E Locust St, Carter Lake, IA 51510

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

CLPD Monthly Arrest Report

Printed on May 31, 2025

Case Number	Charges	Arrest Date	Last, First Name	Address
CL25-000265	Open Container -- Driver (21 Years	04/06/25	CLARK, ADRIAN	2000 ABBOTT DR,
CL25-000344	Trespass -- Refuse to Vacate, \$0	04/28/25	SUPICA, AUSTIN	1650 E LOCUST ST,
CL25-000315	Child Endangerment, Substantial	04/20/25	EDWARDS,	137 CARTER LAKE
CL25-000314	HOLD FOR OTHER IOWA	04/20/25	POWLEY, RAYMOND	2449 N 13TH ST,
CL25-000313	Possession Of A Controlled	04/20/25	PORCALLO, ADRIAN	N 9TH ST / AVENUE J,
CL25-000312	NO VALID DRIVERS LICENSE;	04/19/25	SIMMS, STEADMON	1650 E LOCUST ST,
CL25-000303	Crim Misch 1st -- Damage Over	04/18/25	AUFFART, RICHARD	1912 LAGOON DR,
CL25-000299	OWI -- 1st Offense	04/16/25	KAMI, INDRA	1031 AVE H, CARTER
CL25-000293	OWI -- 1st Offense	04/15/25	LEA, EMMY JO	AVENUE H / ABBOTT
CL25-000276	Public Intoxication -- 1st Off;	04/10/25	WILHELM, DAMIAN	1031 AVENUE H,
CL25-000264	Fail to Use Headlights; OWI -- 1st	04/06/25	MOO, HSER	N 13TH ST / AVENUE H,
CL25-000261	Improper Lamp Color -- Front or	04/05/25	CURIEL, MIGUEL	N 13TH ST / AVENUE H,
CL25-000358	Simulated Public Intoxication, 1st	04/30/25	COLEMAN, IEISHA	1650 E LOCUST ST,
CL25-000359	Fail to Yield Upon Entering	04/30/25	BARBER,	300 E LOCUST ST,

Case Number	Charges	Arrest Date	Last, First Name	Address
CL25-000349	Open Container -- Driver (21 Years	04/29/25	GULLEY, DAMON	2800 N 9TH ST,
CL25-000347	OWI -- 1st Offense; FAIL TO	04/29/25	EURE, GARRETT	800 E LOCUST ST,
CL25-000333	Theft 4th -- All Other Larceny - \$300	04/25/25	DAZA, FERNANDO	109 E LOCUST ST,
CL25-000305	Trespass -- Refuse to Vacate, \$0	04/19/25	ALLEN, TERRANCE	1650 E LOCUST ST,
CL25-000266	GENERAL PURPOSE REPORT	04/06/25	WILSON, MICHAEL	1031 AVENUE H,
CL25-000262	Fugitive From Justice - 1989	04/05/25	THOMPSON, BRETT	500 E LOCUST ST,
CL25-000271	Public Intoxication -- 1st Off	04/07/25	BREITHAAPT,	3000 AIRPORT RD,
CL25-000290	Assault w/ Intent to Inflict Ser Inj --	04/13/25	RYLAND, AARON	1502 AVENUE P,
CL25-000257	Possession Of Controlled Substance	04/03/25	ALTAMIRANO,	900 WILLOW DR,
CL25-000335	GENERAL PURPOSE REPORT	04/25/25	MARINOVIC, SCOTT	5TH & LOCUST
CL25-000302	GENERAL PURPOSE REPORT	04/17/25	RICHARDSON,	5TH STREET &
CL25-000283	Possession Of A Controlled	04/12/25	EUTZ, KARON	1650 E LOCUST ST,
CL25-000272	Assault - General	04/08/25	CAMACHO, JORGE	914 SILVER LN,
CL25-000269	Theft 4th -- All Other Larceny - \$300	04/07/25	PEOPLES, ROBERT	2800 N 9TH ST,
CL25-000260	Theft 2nd -- Possession of Stolen	04/03/25	MARCELL, PETE	103 E LOCUST ST,
CL25-000307	Open Container -- Driver (21 Years	04/19/25	MCWILLIAMS,	2200 ABBOTT DRIVE,
CL25-000340	Fugitive From Justice - 1989	04/27/25	JANSSEN, MARK	100 E LOCUST
CL25-000337	HOLD FOR OTHER IOWA	04/26/25	MCDONALD, STEVEN	109 E LOCUST

Case Number	Charges	Arrest Date	Last, First Name	Address
CL25-000330	GENERAL PURPOSE REPORT	04/23/25	DOWNEY, TRISHA	2500 ABBOTT PLAZA,
CL25-000322	DRIVING WHILE LICENSE	04/22/25	GRAHAM, BRYAN	3400 N 9TH STREET,
CL25-000309	NO VALID DRIVERS LICENSE;	04/19/25	RELFORD, DEDRION	300 E LOCUST
CL25-000275	Fail to Yield Upon Entering	04/09/25	BRICENO, JUAN	900 AVE O, CARTER
CL25-000274	Interfere w/ Official Acts, \$0	04/09/25	SUPICA, AUSTIN	3000 N 13TH STREET,
CL25-000273	Trespass -- Refuse to Vacate, \$0	04/08/25	GLASS, DENZEL	3000 AIRPORT ROAD,
CL25-000270	Theft 2nd -- Possession of Stolen	04/07/25	HINMAN, BRAYTON	1400 WILLOW DRIVE,
CL25-000270	Theft 2nd -- Possession of Stolen	04/07/25	SACKETT, WILLIAM	1400 WILLOW DRIVE,
CL25-000334	OWI -- 1st Offense	04/25/25	BIGLEY, KENNETH	1031 AVE H, CARTER

Total Records: 41

Carter Lake Fire Department Monthly Report

Proudly Serving since 1956

Department Chief: Dave Huey

Report done by Coordinator: Phillip Newton

Contact information: Station # 712-347-5900

Email: clfire@carterlake-ia.gov

Check us out on FACEBOOK — Carter Lake Fire & Rescue

Month: MAY 2025

Continuous Issues/Budget: Our nonprofit group, the Smoke Eaters Inc has donated a \$10,000.00 match to our current city budget to help start replacing our firefighting gear (coat & pants). This money comes from our Rock The Boot event with Carter Lake Days and all the fundraising events that we hold throughout the year. Thanks to everyone for your donations and support of your Fire Department.

Employee and Organization Development: In process of replacing more of our fire gear after 11 years. July 1st, we hope to use an Iowa West Grant (\$10,000.00) to help match our city budgeted money to continue to replace more of our firefighting gear.

Pancake Breakfast: Pancake Breakfast is October 5th 2025 at the Fire Station- 7:30 to Noon

Monthly Meetings (1 st Tuesday):	6:30-Done	Officers, Members, Smoke Eaters
Fire training (1 st Saturday):	9-noon	Pumping operations, Driving and equipment
Fire training (2 nd Tuesday):	7-10pm	Pump operations, Driving and equipment
EMS training (3 rd Tuesday):	7-10pm	Traumatic injuries and central nervous system emergencies

Safety Minutes: Please see safety minutes attached to email

Safety Committee: Next Safety Meeting is July 2nd - 07:00 am at the Fire Station.

Total Calls for the month: 2024- 561 total calls (New record) 2023- 511 total calls 2022 484 total calls

EMS (ambulance) 36

Fire/Other calls 8

Other: Additional Information for Mayor, City Council & Citizens:

1. **Looking for In Town Volunteers, Call the Fire Station 712-347-5900**



Library Board Meeting-Agenda

June 9th, 2025

4:00 pm

- I. Roll Call of Members**
- II. Disposition of Minutes of Previous Meeting**
 - a. May 12, 2025
- III. City Financial Report**
 - b. May 2025
- IV. Action on Bills**
- V. Progress and Service Report of the Director**
 - a. Director's Report
- VI. Unfinished Business**
 - a. CIP Funds
- VII. New Business**
 - a. Grant for Pollinator Workshop
 - b. Bookmobile and Outreach Conference

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

- IX. Next Board Meeting Date: Monday, July 14th, 4:00pm**
- X. Adjourn**



Carter Lake Public Library Board Meeting
May 12, 2025

CLCC Meeting Room
4:00 PM

Minutes

Roll Call

Present: Patti Midkiff-President, Bonnie Freeman-Vice-President, Delbert Settles, Pam Christensen, Jodie Sams, Mary Allen; Linda Wetherby arrived at 4:43 p.m.

Staff Present: Tiffany Zuerlein

I. Roll Call of Members

- a. Patti called the meeting to order at 4:08 p.m.

II. Disposition of Minutes of Previous Meeting

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

III. City Financial Report

- a. Tiffany to check with City Hall where the Library Revenue goes; is it just put into the General Fund?
- b. Bonnie made a motion to approve the financials for April. Delbert seconded. All in favor.

IV. Action on Bills

- a. Mary motioned to pay the April bills. Delbert seconded. All in favor.

V. Progress and Service Report of the Director

- a. The 641 Club will now be held every other month.
- b. Pam motioned to accept the report. Mary seconded. All in favor.

VI. Unfinished Business

VII. New Business

- a. Tiffany to check where fines and library card fees go in the financials
- b. End of the Fiscal Year (June 30th)
 - i. Can we use the leftover wages? Will the leftover amount go into the CIP funds?
 - ii. Resources discussed for the leftover money:
 1. Advantage Archives: Pam motioned to start this project now. Bonnie seconded. All in favor.
 2. Kindermusik University: Online classes for Meggie to take. Tiffany to discuss the class options with her. Pam motioned to approve whichever option they decide on. Mary seconded. All in favor.



3. Comics Plus: Mary motioned to purchase this in June, before the end of the fiscal year. Pam seconded. All in favor.
4. Lego Table: Jodie motioned to purchase. Linda seconded. All in favor.
5. Short Story Cube: Presented as a later purchase, possibly add to the budget for next year.

c. Video Game Policy

- i. Mary motioned to accept the policy. Linda seconded. All in favor.

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

IX. Next Board Meeting: June 9, 2025, 4:00 p.m.

X. Adjourn

- a. Bonnie motioned to adjourn the meeting at 5:12 p.m. Delbert seconded. All in favor.

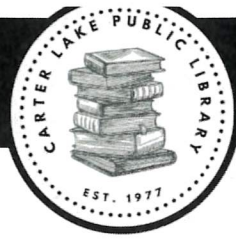


Month in Review

- ★ May was a busy month getting ready for our Summer Reading Program
- ★ Meggie was busy planning and preparing for all of the exciting summer activities and events
- ★ Kaitlyn has been busy cataloging our new collection that is set to roll out on June 2nd- video games
- ★ Kaitlyn has been diligently working on cleaning up our catalog records. She is currently training on how to use Mitinet. Mitinet is a valuable resource that assists in making sure our records are accurate and complete
- ★ Sharon has had a busy month getting all of the promotional materials made for the Summer Reading Program and creating computer registrations for our programs and events this summer.
- ★ Sharon leveled up our library this summer by creating amazing decorations that align with our theme of "Level Up and the Library". She made gigantic LEGO bricks, Tetris pieces, Minecraft art and so much more!
- ★ Tiffany applied for a grant through the Pottawattamie County Community Impact Fund and received \$2000 for our Pollinator Workshop and related events.
- ★ The library is hatching duck eggs in June and the library just got the eggs to begin incubating the first week of June.
- ★ The Kickoff Summer Reading Program Foam Party was a huge success! We had over a hundred people show up and a lot of fun was had by all!

What's to Come

- ★ Summer Reading Program begins June 2nd! There are many activities and events planned for everyone!
- ★ Our Summer Reading Kickoff Party is on Friday, May 30th and we are kicking off with a foam party! Every kid who participates in our Summer Reading Program will receive a free book.
- ★ In June, there are many activities and events for everyone. Kids can learn how to do magic at our Magic Workshop presented by Michaela Oz on June 4th. For those interested in archery lessons, Pott County Conservation will be at the library on June 11th and June 18th at 6pm for lessons. Omaha Chamber Music will be performing on Tuesday, June 10th at 1pm.
- ★ Mondays in June and July will be Movie Mondays at 3pm. These movies will be interactive and guaranteed fun!



- ★ The library is featuring Camp Create this summer. Kids and teens will have opportunities to make some really fun things such as a fiber optic lamp, bouncy balls, origami fairy lights, create with a 3D Doodle pen, puzzles and more!
- ★ Tiffany has been working with Jackie Wahl and Laurel Kozimor for our upcoming Pollinator Workshop. We will be doing numerous pollinator themed events leading up to our main event on Saturday, June 28th at 11:00am. Mr. K will be here to do a special pollinator storytime on June 17th. Sharon's Just Craftin' Around on Saturday, June 14th will have people make terrariums. Meggie will be hosting a special storytime on June 19th where kids will decorate their own kite at Mabrey Park. On June 20th, kids can come to the library at 1pm to make their own butterfly house. Sharon will be leading an adult art class on Saturday, June 28th at 6pm by the lake to do landscape painting. On Saturday, June 28th from 11-1, the library will be hosting our Pollinator Workshop. There will be pollinator themed activities, engaging crafts and so much more.
- ★ The last week of June will be Mario Brothers week! That week the library will offer Mario themed activities and crafts, Mario BINGO, a Mario Kart Tournament and a Mario Kart in real life with bouncy hopper balls!
- ★ The library is offering some amazing raffle prizes for our patrons who complete their reading goal this year. Readers can try to win one of our six amazing prizes: Family Board Game Basket, an Art Basket, a Slime Basket, a Kindle, Beats earbuds or a Nintendo Switch!
- ★ In addition to raffle prizes, we are doing weekly community wide scavenger hunts each Monday where patrons can hunt for a game that we are hiding somewhere in Carter Lake!





Library Director's Report
Monday, June 9th 2025
4:00 pm

<u>Month Patron Data</u>	
Monthly Network Usage	1476
Unique Wi-Fi Visitors	249
Computer Usage	197
New Library Cards	11
Renewed Cards	2
Patron Count	885
Program (Services)	53
Programming (Participants)	778
Circulation	772
Library of Things	2
Kanopy	72 Visits
E-Audiobooks/Ebooks	291

Community Members who checked out materials from the library in Month saved a total of **\$12,578.82!**

<u>Library Revenue</u>	
Black and White Copies	\$60.70
Color Copies	\$3.50
Fax	\$26.50
Donations	\$10.00
Sales (Books)	\$33.00
Fines (Damaged Books)	
Lamination	\$.75
Library Card (NR)	
Monthly Total	\$134.45

Carter Lake Public Library

May-2025

In May, 249 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



1476 ↑ 6.57%

Monthly Sessions



1271 ↑ 5.56%

Total Visits



249 ↓ -2.35%

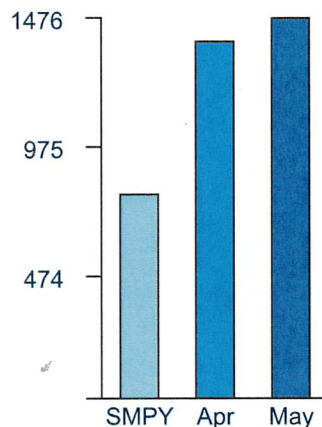
Unique Visitors



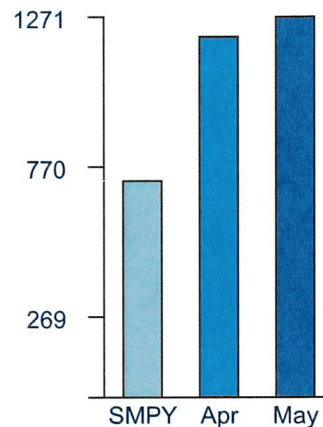
5.1 ↑ 8.05%

Average Return Rate

Total Monthly Session Count

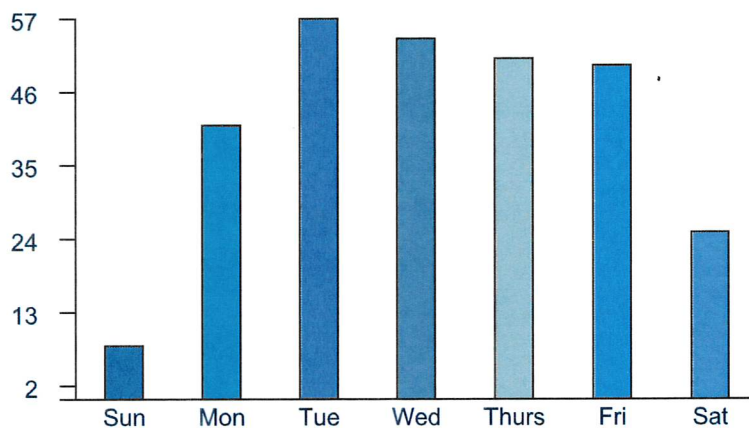


Total Monthly Visits

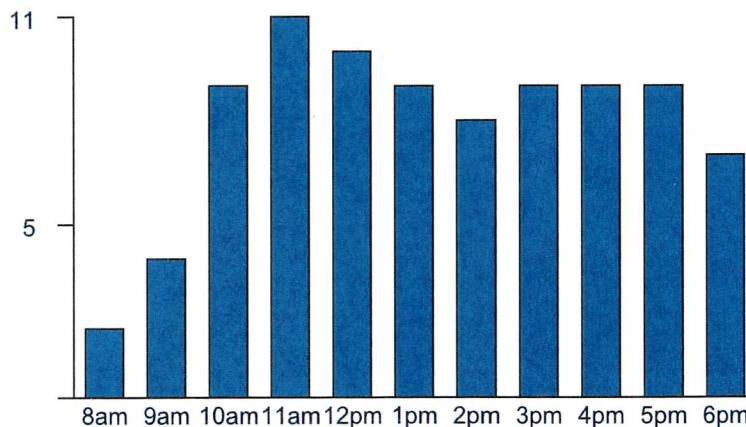


*SMPY: Same Month Prior Year

Average Daily Visits



Average Peak Hourly



SAFETY ACTION PLAN

Assignment Number	Assignment
Person Responsible	
Estimated Completion Date	
Completion Date	
<hr/>	
Assignment Number	Assignment
Person Responsible	
Estimated Completion Date	
Completion Date	
<hr/>	
Assignment Number	Assignment
Person Responsible	
Estimated Completion Date	
Completion Date	
<hr/>	
Assignment Number	Assignment
Person Responsible	
Estimated Completion Date	
Completion Date	
<hr/>	
Assignment Number	Assignment
Person Responsible	
Estimated Completion Date	
Completion Date	

PERIODIC COST ESTIMATE				Estimate No. 3			
Carter Lake Water Improvements Phase 1				Page 1 of 1			
Engineer: Snyder & Associates, Inc.				S&A Project No. 123.1271.10			
Owner: City of Carter Lake City Clerk 950 East Locust Street Carter Lake, IA 51510				Contractor: Backlund Plumbing 6215 Grover Street Omaha, NE 68106			
				Date of Estimate: 6/12/2025			
				Percentage Completion: 92%			
				Current Contract Amount: \$491,900.00			
				Estimated Completion: 6/30/2025			
ITEM NO.	DESCRIPTION	Unit	Unit Price (\$)	Contract	Quantities		Amount (\$)
					Actual	%	
Project Quantities							
To Date							
1	Mechanical Joint Gate Valve with Box, 3"	EA	\$6,725.00	1	0.00	0.00%	\$0.00
2	Mechanical Joint Gate Valve with Box, 4" x 6"	EA	\$6,725.00	1	1.00	100.00%	\$6,725.00
3	Mechanical Joint Gate Valve with Box, 6"	EA	\$6,725.00	21	23.00	109.52%	\$154,675.00
4	Mechanical Joint Gate Valve with Box, 8"	EA	\$10,200.00	2	7.00	350.00%	\$71,400.00
5	Mechanical Joint Gate Valve with Box, 12"	EA	\$10,200.00	1	0.00	0.00%	\$0.00
6	Fire Hydrant Assembly	EA	\$9,650.00	8	8.00	100.00%	\$77,200.00
7	Fire Hydrant Assembly Removal	EA	\$400.00	8	8.00	100.00%	\$3,200.00
8	Valve Box Removal	EA	\$250.00	36	44.00	122.22%	\$11,000.00
9	Removal of Sidewalk	SY	\$45.00	102	116.00	113.73%	\$5,220.00
10	Sidewalk, PCC, 4"	SY	\$90.00	23	20.00	86.96%	\$1,800.00
11	Sidewalk, PCC, 6"	SY	\$90.00	79	59.00	74.68%	\$5,310.00
12	Brick/Paver Sidewalk with Pavement Base	SY	\$425.00	15	0.00	0.00%	\$0.00
13	Detectable Warning	SF	\$50.00	105	78.00	74.29%	\$3,900.00
14	Full Depth Patch, PCC, Pavement 6"	SY	\$105.00	567	416.00	73.37%	\$43,680.00
15	Granular Surfacing (Class A Roadstone)	TON	\$108.00	165	0.00	0.00%	\$0.00
16	Temporary Traffic Control	LS	\$8,500.00	1	1.50	150.00%	\$12,750.00
17	Landscaping Rock	SY	\$100.00	15	0.00	0.00%	\$0.00
18	Hydraulic Seeding, Seeding, Fertilizing & Mulching, Type 1	AC	\$16,500.00	1	0.75	75.00%	\$12,375.00
19	Linear Erosion Control/Curb Inlet Protection	LF	\$5.00	800	400.00	50.00%	\$2,000.00
20	Mobilization	LS	\$10,000.00	1	2.00	200.00%	\$20,000.00
21*	Deduct for Carter Lake Supplied Fire Hydrant used at 11th & Hiatt	EA	-\$3,750.00	1	1	100.00%	-\$3,750.00
22*	Cleaning or Adjustments to Existing Valves	EA	\$2,825.00	9	9	100.00%	\$25,425.00
* indicates additions to the project							
I hereby certify that the work performed and the materials supplied to date, as shown above represent the actual value of completed work under the terms of this contract in conformity with the plans and specifications and are true and correct.				Total Amount Completed Work to Date: \$452,910.00			
Contractor: Backlund Plumbing Date: 06/12/2025				Plus Stored Materials: \$0.00			
				Total Amount to Date: \$452,910.00			
I hereby represent that the work has progressed to the point indicated on this application for payment and that to the best of my knowledge the quality of work is in accordance with the Contract Documents based upon on-site observations of the work in progress.				Less Amount Retained (5%): released in this PCE \$0.00			
Snyder & Associates, Inc. Date: 06/12/2025				Less Previous Payments to Contractor: \$291,265.25			
				Total Amount Now Due Contractor: \$161,644.75			
				Breakdown of Materials Delivered:			

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

Name: Jeremiah Amrin

Address: 4314 N 13th St
Carter Lake

Phone: (712) 314-9064

Meeting Date Requested: 16 Jan 25

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

Or Fax to: 712-347-5454

Or Email to:
Jackie.Stender@carterlake-ia.gov

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

Carter Lake Improvement Club would like
to block Q St between 8th and 9th for an
event.

Please submit any supporting documents with this application.

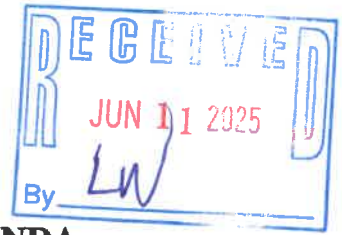
City Council Meetings are held the first and third Monday of each month. The City Clerk must receive agenda requests by 12:00 PM on the Wednesday prior to the meeting.

Signature:  **Date:** 4 Jan 25

For Office Use Only:

Date received in Clerk's office: 6-4-25

Received by: 



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

Name: Jean White

Address: 915 Ave P
Carter Lake, Ia

Phone: 402-714-6186

Meeting Date Requested: 6-16-25

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

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

Road closure on July 4, from 10am until midnight
From 9th to 10th street on Ave P for
Block Party. We will need barricades
for 3 streets

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: Jean White

Date: 6-11-25

For Office Use Only:

Date received in Clerk's office: 6-11-25

Received by: [Signature]

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

Name:

Pharon & Craig Hoffman

Address:

1418 Lindwood Drive
Carter Lake, IA

Phone:

712 310 7110 / 985 634 9116

Meeting Date Requested:

6/16/2025

Mail request to:

City Clerk

950 Locust Street

Carter Lake, IA 51510

Or Fax to: 712-347-5454

Or Email to:

Jackie.Carl@carterlake-ia.gov

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

Rain Garden off Lindwood Dr. BioFlow
Care & Condition, Photo have already been submitted
email packet to shaichoffman@gmail.com
choffman@pickrigger.com

Please submit any supporting documents with this application.

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

Signature:

Pharon Hoffman Sr

Date:

6/12/2025

For Office Use Only:

Date received in Clerk's office:

6/12/25

Received by:

[Signature]





