

AGENDA
CITY OF CARTER LAKE
REGULAR CITY COUNCIL MEETING
CITY HALL – 950 LOCUST ST.
MONDAY, FEBRUARY 17, 2014 – 7:00 PM

Pledge of Allegiance

Regular City Council Meeting

- I. Roll Call
- II. Approval of the Agenda
 - A. Additions
 - B. Deletions
- III. Consent Agenda
- IV. New Business
 - A. Appointments
 1. City Attorney (1 year)
 - B. Communications from the Public
 1. Liquor license renewals
 - a. Dollar General - renewal
 - b. Carter Lake Lounge – renewal
 - c. Jump Start – renewal
 - d. Holiday Inn Express - renewal
 2. Jerry & Tammy Johnson – Storm water fees
 3. Bill Dahlheimer – discussion and sharing of ideas regarding storm water fee on monthly utility bills.
 - C. Communications from the Departments
 1. Fire Department Update – Truck purchase
 2. Planning Board Update
 3. Storm Water Committee Update
 4. Mayor Waltrip
 - a. Letters of understanding
 - b. Storm water
 5. Council - Bountiful Baskets project (carry over from Jan. meeting)
 6. Council member Cumberledge
 - a. City supplied utilities
 - b. Storm water
 7. City Clerk
 - a. Receive and adopt final proposed budget amendment for FYE 6-30-14 and order a notice of public hearing
 - b. Receive and adopt final proposed budget for FYE 6-30-15 and order a notice of public hearing
 - c. Open bids for towing contract.
 - d. Award towing contract.
 - e. Meeting regarding storm water south of Ave. H
 - f. IMWCA meeting

- V. Resolutions
 - A. Approving liens for delinquent utility bills
 - B. Approving liens for snow removal bills
 - C. Write off unpaid bills for weed and snow removal
 - D. Write off unpaid utility bills
 - E. Approving tax abatement – 1515 Cedar St.
 - F. Approving job descriptions for Library personnel

- VI. Comments
 - Mayor
 - City Council
 - Public (3 minutes)

- VII. Adjourn

CONSENT AGENDA
REGULAR CITY COUNCIL MEETING
CITY OF CARTER LAKE
MONDAY, FEBRUARY 17, 2014 - 7:00 P.M.

- A. City Council Minutes - Jan. 20, 2014
- B. Library Board Minutes – Nov. 25, 2013 and Jan. 27, 2014
- C. Abstract of Claims for Approval
- D. Delinquent Utility Report – Feb. 12, 2014
- E. Overtime and Comp time reports
 - 1. Jan. 19, 2104
 - 2. Feb. 2, 2014
- F. Resolution setting wages
 - 1. Genevieve Hawkins
 - 2. Janelle Kannedy
 - 3. Shawn Kannedy
- G. Department Head Reports
 - 1. Senior Center – January 2014
 - 2. Fire Department – January 2014
 - 3. Police Department/Animal Control – January 2014
 - 4. City Clerk/Administration – January 2014
 - 5. Library – No report submitted
 - 6. Resource Center – January 2014
 - 7. Maintenance – No report submitted
 - 8. Parks Department – No report submitted
 - 9. Building Inspector – No report submitted

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Mayor Gerald Waltrip called the meeting to order at 7:00 PM.

The Pledge of Allegiance

- I. Roll Call: Present – Mayor Gerald Waltrip
Council members Barb Hawkins, Dave Huey, Ron Cumberledge and Barb Melonis.
Absent – Council member Ed Aldmeyer.
Also present – City Attorney Joe Thornton and City Clerk Doreen Mowery.

Mayor Waltrip acknowledged and thanked Russ Kramer and Tim Parker for their many years of service to the City.

- II. Approval of the Agenda – Moved by council member Huey seconded by council member Melonis to approve the agenda. Ayes: Unanimous.
- III. Consent agenda – Moved by council member Cumberledge seconded by council member Hawkins to approve the consent agenda as submitted. Ayes: Unanimous.

IV. New Business

A. Appointments

1. Mayor Waltrip appointed council member Cumberledge as Mayor Pro-Tem for 2014. Moved by council member Hawkins seconded by council member Melonis to approve the appointment. Ayes: Hawkins, Huey, Melonis. Abstain: Cumberledge.
2. Council member Cumberledge questioned the hourly rate being paid to Joe Thornton. His current rate is \$150 per hour. His associates' rates are \$125 and \$135 per hour, paralegal time is half that rate. He bills for time spent. Mayor Waltrip suggested a retainer up to \$25,000 and then hourly beyond that. Council member Cumberledge made a motion. Council member Melonis suggested this item be tabled until the next meeting. Council member Cumberledge pulled his motion. Paul Christensen questioned the purpose of the retainer. Moved by council member Melonis seconded by council member Huey to retain the current City Attorney and hold over the appointment until the next meeting and in the interim contract negotiations will take place with anybody that will be in the position of City Attorney. Ayes: Hawkins, Huey, Melonis. Nays: Cumberledge.
3. Council member Cumberledge questioned the five year agreement that is currently in place for the City Clerk. The appointment is a two year appointment. Moved by council member Melonis seconded by council member Hawkins to retain Doreen Mowery as City Clerk for two years. Ayes: Hawkins, Huey, Melonis. Nays: Cumberledge.
4. The Mayor requested that appointments for the safety committee be postponed until he has time to review. The positions are two year rotating terms held by various departments. Moved by council member Huey seconded by council

member Hawkins to approve appointing Barb Bennett and Jeff Johnson to the safety committee for two years. Ayes: Unanimous.

B. Communications from the Public

1. Salvage yard permits
 - a. Moved by council member Hawkins seconded by council member Melonis to approve renewal of the salvage yard permit for Lakeside Auto Recyclers. Ayes: Unanimous.
 - b. Moved by council member Hawkins seconded by council member Cumberledge to approve renewal of the salvage yard permit for City Motors conditional on the “exit” sign being installed. Ayes: Unanimous.
2. Liquor license renewals
 - a. Moved by council member Hawkins seconded by council member Cumberledge to approve the change in ownership for the Kwik Shop liquor license. Ayes: Unanimous.
 - b. Moved by council member Cumberledge seconded by council member Huey to approve renewal of the Kwik Shop liquor license. Ayes: Unanimous.
 - c. Moved by council member Cumberledge seconded by council member Melonis to approve renewal of the Improvement Club liquor license. Ayes: Unanimous.
3. Bill Dahlheimer started his presentation with a request for a moment of silence in honor of Martin Luther King Day. Mr. Dahlheimer stated that Carter Lake is a MS4 compliant community. He stated that wetlands provide flood protection and facilitate ground water control. He owns one acre of wetlands east of Hamilton Sports complex. He stated he has paid over \$500 in storm water fees since 2012. In the past, council member Huey suggested some type of rebate for citizens that implement best practices for storm water. Mr. Dahlheimer would like the council to consider the land that he owns, and remove the storm water fee from his wetland property. He requested that someone make a motion to remove his 8 lots from storm water taxation. Mayor Waltrip requested that Mr. Dahlheimer’s request be postponed until the next meeting. He would like all of the lots in the area to be added to the list for exemption. Moved by council member Cumberledge to exempt Bill Dahlheimer from the storm water fee. Motion died due to the lack of a second. Council member Melonis believes the system is fairly assessing all property owners and Bill is not being singled out and unjustly charged. Council member Huey wants to explore revising the fee process. Paul Christensen would like a copy of the assessment fee structure.
4. Kathy Glathar was present to request the use of City Hall for distribution of fresh fruits and vegetables through the Bountiful Basket Food Co-op. She believes the community would benefit from this project. They are in need of a site for distribution every other Saturday for approximately 4 hours. The project utilizes all volunteer labor. If it is nice outside, distribution would take place in the parking lot. The Mayor would prefer that this type of program

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take place in one of the church buildings. He wants City Hall to only house city business. Other suggestions for facilities for distribution were the Improvement Club, the Fire Department, Mobile Home Park meeting room, the Library, or the Senior Center. Currently there are three people in Carter Lake working on the project as volunteers. The council would like this item on next month's agenda for additional consideration.

C. Communications from the Departments

1. Moved by council member Huey seconded by council member Cumberledge to approve the three new applications for the volunteer fire department. Ayes: Unanimous. Council member Melonis thanked all members on the department and all of the other departments that responded to the fire at General Manufacturing. There were 32 Omaha, 13 Carter Lake, 7 Crescent, 3 Council Bluffs, and 10 Lewis Township fire fighters that responded.
2. The Planning Board has started updating the comprehensive plan. They will be meeting every two weeks to work on this project.
3. There was not a storm water committee meeting update at this time.
4. Mayor Waltrip
 - a. Ron Rothmeyer submitted his resignation from the Library Board. Mayor Waltrip stated there will be many changes in the work that the maintenance department is going to be doing in the community. Mayor Waltrip stated that there were water main breaks caused by the fires. The Library Board appointment will be placed on next month's agenda.
 - b. Mayor Waltrip has reviewed the issue with the fences in front of the VFW and in front of Manual Tire. Neither facility wanted the fences. The VFW fence was damaged and the council billed them for the fence repairs and then placed a lien on the property when the bill was not paid. Moved by council member Cumberledge seconded by council member Melonis to remove the bill to the VFW. Ayes: Huey, Cumberledge, Melonis. Nays: Hawkins. The Mayor stated if there is interest on the bill he will pay it out of his pocket. Council member Melonis believes the council should review the ordinance regarding maintaining the fence along Locust. Todd Dutson states that the ordinance says the City is responsible for anything they build between the property line and the street.
5. Council member Cumberledge would like for comments from the public to be allowed throughout council meetings, not just at the end of the meeting. Mayor Waltrip stated that he will take care of that from the Chair and he will allow the people to speak during the meeting.
6. Moved by council member Hawkins seconded by council member Melonis to approve and place on file the audit for FYE 6-30-13. Ayes: Unanimous.

V. Resolutions

- A. Council member Cumberledge requested comparables for audit services. The current auditor is under contract for the audit for the current fiscal year. Moved by council member Huey seconded by council member Hawkins designating Schroer & Associates as auditor for the current fiscal year. Ayes: Unanimous.

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- B. Moved by council member Melonis seconded by council member Huey to adopt a resolution designating the Daily Nonpareil as the newspaper for publication requirements. Ayes: Unanimous.
- C. Council member Cumberledge's name was added to the banking resolution. Moved by council member Huey seconded by council member Hawkins authorizing signatures for banking purposes. Ayes: Unanimous.
- D. Moved by council member Hawkins seconded by council member Huey to approve a resolution naming depositories for investments. Ayes: Unanimous.
- E. Moved by council member Melonis seconded by council member Hawkins to adopt a resolution approving liens for delinquent utility bills. Ayes: Unanimous.
- F. Moved by council member Melonis and council member Huey to approve and authorize signatures on a contract with Lamp Rynearson for engineering fees on the Owen Industries expansion project. Ayes: Unanimous.
- G. Moved by council member Melonis seconded by council member Huey to approve the resolution designating the industry average for fire call fees. Ayes: Hawkins, Huey, Melonis. Nays: Cumberledge.
- H. Moved by council member Cumberledge seconded by council member Hawkins to approve a tax abatement at 720 Key Circle. Ayes: Unanimous.

VI. Comments

Mayor Waltrip stated he appreciates the opportunity to serve the community again.

He also congratulated Joe Thornton on the birth of his new grandson.

Council member Melonis thanked everyone for the vote of confidence and putting her back on the council for four more years. She thanked the fire department again for the service to the community.

Council member Cumberledge thanked everyone for the opportunity to serve the city again.

Council member Huey welcomed Barb, Ron and Jerry to the board. He also thanked the maintenance crew and police force for assisting during the fire at General Manufacturing. Council member Huey thanked Nate Bradburn, a volunteer who was able to use his skills to perform CPR at his job and there was a positive outcome. Council member Hawkins congratulated the new members on the council and the Mayor.

Paul Christensen agrees that comments should be made by the public during the meeting. He is confused about the clerk having a 5 year contract and a 2 year appointment. The mayor will explain this to the public in the future.

The clerk reminded the council that IMWCA will be having a regional safety meeting at Carter Lake City Hall on Feb. 5th.

Council member Aldmeyer had requested that the council consider rescheduling the regular council meeting that is scheduled on President's Day. The council prefers the meeting be held on Feb. 17th and not a different day.

Jerry Bell wanted to know how many delinquent water bills there are and why they are written off each month. The Mayor stated he will review this and he will straighten a lot of them out. The clerk stated there are currently about 20 accounts

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that are delinquent. Liens are typically people who have gone bankrupt. Mr. Bell believes accounts should be shut off after 30 days if they haven't paid.
Mayor Waltrip acknowledged his son for coming from Phoenix to be at this meeting.

This meeting adjourned at 8:17 PM.

Doreen Mowery, City Clerk

Gerald Waltrip, Mayor

Library Board Meeting
Carter Lake Public Library
November 25, 2013

Attendees: Bonnie Freeman, Delbert Settles, Viki Hawkins, Bob Wahl, Ron Rothmeyer, Julie McKillip, Kim Smith and Library Director Theresa Hawkins.

Bonnie called the meeting to order.

Minutes: Ron made the motion to accept the minutes. Julie seconded. Motion passed.

Financial report: Ron made the motion to accept the report. Kim seconded. Motion passed.

Action on Bills: Viki made the motion to accept payment of the bills. Delbert seconded. Motion passed.

Librarian" Report:

- A. Theresa presented October circulation statistics, door count and meeting/event usage.
- B. October drawing for "Look & Find – It's the Great Pumpkin Charlie Brown" was won by Chase Cumberledge.
- C. From December 2 through December 20, 2013, every library patron who checks out materials will be entered in a drawing for a Christmas basket. Items include 2 books - "Look & Find – Merry Christmas Charlie Brown", "The Night before Christmas", 1 movie – "The Polar Express", popcorn and hot chocolate.
- D. Enrich Iowa funding was increased 16.1% by the Iowa General Assembly. We have received a check for \$1,690.93. Last year's Enrich Iowa check was for \$1,480.34.
- E. Library clerk Genevieve Hawkins will now be working 26 hours a week to include the cleaning of the library. This was a decision based on time, money, expediency and in the best interest of the library.
- F. The Library has received Accreditation valid through December, 31, 2016 and Theresa has received her Continuing Education Certification valid through December 31, 2016.

Old Business:

- A. Budget – Discussion and review of 2014/2015 Library Budget. Theresa will contact City Hall about staff hourly wages. There was discussion on hours and wages for July 1, 2014 budget. Ron will get more information on back-up generator. Theresa will make changes to budget to present to Mayor and City Council.

New Business:

- A. Library Clerk/Janitor job description – There was discussion to keep the job descriptions separate and not combine the positions.

Ron made the motion to adjourn. Delbert seconded. Motion passed.

Viki Hawkins, Secretary
November 26, 2013

Library Board Meeting
Carter Lake Public Library
January 27, 2014

Attendees: Bonnie Freeman, Delbert Settles, Viki Hawkins, Julie McKillip, Bob Wahl and Theresa Hawkins.

Absent: Kim Smith.

Public Presentation or Discussion: Mayor Waltrip and a prospective Library board member sat in on the meeting.

Bonnie called the meeting to order.

Minutes: Julie made the motion to accept the minutes. Delbert seconded. Motion passed.

Financial Report: Theresa received a rough draft of November and December, 2013. Viki made a motion to accept the October monthly budget report and to wait on making a motion on the November and December reports until we receive final reports. Delbert seconded. Motion passed.

Action on Bills: Delbert made the motion to accept. Viki seconded. Motion passed.

Librarian's Report:

- A. Theresa reported circulation and door count statistics for November and December.

November –	Circulation – 1530	December –	Circulation - 1684
	Door Count – 1172		Door Count – 1239
- B. Santa came to visit the pre-school story time class on Wednesday, December 18th to pass out gifts from the library and candy canes.
- C. The winner of the drawing for the Christmas Basket was Carol Rice.
- D. Theresa has started taking CE classes again.

Thursday, January 9 th – Iowa Small Library Conference
Tuesday, January 14 th – All Iowa Reads
Tuesday, January 21 st - Teen Tech Week
- E. Pottawattamie County Board of Supervisors met on Tuesday, January 7th to discuss library services and how each library uses funds received. Last year we received \$2005.00 which was used for the replacement of lost and damaged books and to supplement our book budget. This year we will receive \$2,042.00.
- F. On Saturday, February 8th there will be a "Take and Make" craft for Valentine's Day.

Old Business:

- A. Budget discussion/review of 2014/2015 proposed Library Budget. Discussion on wages and what was removed. Theresa was budgeted for a \$1.00 raise for certification but Mary and Genevieve are under Union contract. Theresa will discuss with City Clerk.

New Business:

- A. Ron Rothmeyer has resigned from the Board. New applications should be submitted to the Mayor.
- B. Theresa has submitted new job descriptions for library staff to replace old/out dated ones. New Titles: Mary – Program Coordinator. Genevieve – Social Media Coordinator/Office Assistant. Delbert made a motion to accept. Viki seconded. Motion passed.
- C. CIP – Theresa would like to upgrade the AWE Early Literacy Station for preschoolers. There is a \$500.00 credit if the old computer is turned in so the cost would be \$2700.00, or keep the old computer and add a new one for \$3200.00. Will discuss at the February meeting.

Julie made the motion to adjourn and Delbert seconded. Motion passed.

Viki Hawkins, Secretary
February 4, 2014

VENDOR NAME	REFERENCE		VENDOR TOTAL	CHECK#	CHECK DATE

ACCOUNTS PAYABLE CLAIMS					

GENERAL					
LIABILITIES					
AFSCME IOWA COUNCIL 61	UNION DUES	15.45		57050	1/22/14
AFSCME IOWA COUNCIL 61	UNION DUES	10.15	25.60	57110	2/05/14
CITY OF CARTER LAKE	IPERS - EMS		300.00	57051	1/22/14
COLONIAL INSURANCE CO	COL INS PRETAX		208.29	57044	1/22/14
DELTA DENTAL OF IOWA	DENTAL INS		457.82	57052	1/22/14
FED/FICA TAXES	FED/FICA TAX	8,290.81		1320833	1/22/14
FED/FICA TAXES	FED/FICA TAX	693.68		1320836	2/01/14
FED/FICA TAXES	FED/FICA TAX	9,213.75	18,198.24	1320839	2/05/14
IPERS	IPERS - POLICE		11,255.98	1320834	1/22/14
TREASURER, STATE OF IOWA	STATE TAX		3,017.32	1320835	1/22/14
TRUENORTH COMPANIES	MEDICAL INS		6,350.91	57046	1/22/14
			=====		
LIABILITIES			39,814.16		
POLICE					
ALEGENT CREIGHTON HEALTH	Physicals/Fire Inv #00104821		255.00	57113	2/17/14
BLACK HILLS ENERGY	Utilities/Maint 7038 8375 25		427.58	57065	2/03/14
CLERK OF DISTRICT COURT	Dismissed Cases / Costs Due		120.00	57115	2/17/14
CUSTOM CAGE	Vehicle Equip/Police Inv# 38		720.00	57117	2/17/14
JOSH J. DRISCOLL	Meal/Training Police		9.61	57124	2/17/14
EMERGENCY MEDICAL PRODUCTS	Supplies/Police Inv# 1620267		231.49	57126	2/17/14
ENTENMANN-ROVIN CO	Supplies/Police Inv# 0096737		74.50	57127	2/17/14
GALLS, AN ARAMARK COMPANY	Uniforms/Police Inv#001441138	73.60		57080	2/03/14
GALLS, AN ARAMARK COMPANY	Vehicle Equip/Police 001508214	1,953.33	2,026.93	57129	2/17/14
GRAFIX SHOPPE	Vehicle Equip/Police Inv#91634		440.85	57130	2/17/14
GREASE MONKEY	Repairs/Police Inv #148102		75.98	57131	2/17/14
GREAT PLAINS UNIFORMS LLC	Uniforms/Police Inv #383536		284.50	57081	2/03/14
JUMP START	Fuel/Police		235.01	57133	2/17/14
SHAWN M. KANNEDY	Uniforms/Police Holster		188.00	57087	2/03/14
KWIK SHOP INC	Fuel/Police		1,341.00	57088	2/03/14
NEXTEL COMMUNICATIONS	Phones/Maintenance		132.75	57092	2/03/14
OFFICE DEPOT	Supplies/Police		961.14	57093	2/03/14
OFFICE OF VEHICLE SERVICES	Salvage Inspections/Police		70.00	57094	2/03/14
OFFICE MAX	Supplies/Senior Center		85.93	57095	2/03/14
OPPD	Utilities/St Lights		372.24	57143	2/17/14
PAPILLION SANITATION	Dumpster/Fire Inv #3919737		52.49	57144	2/17/14
RADAR ROAD TEC	Supplies/Police Inv #4660		300.00	57150	2/17/14
TRUENORTH COMPANIES	Health Ins/Library		84.65-	57053	1/22/14
ULTRAMAX	Supplies/Police Inv #134949		3,945.00	57156	2/17/14
			=====		
POLICE			12,265.35		
FIRE					
ALEGENT CREIGHTON HEALTH	Physical/Fire Inv #00101410	35.00		57061	2/03/14

VENDOR NAME	REFERENCE		VENDOR TOTAL	CHECK#	CHECK DATE
ALEGENT CREIGHTON HEALTH	Physicals/Fire Inv #00104821	1,155.00	1,190.00	57113	2/17/14
BLACK HILLS ENERGY	Utilities/Maint 7038 8375 25		808.24	57065	2/03/14
CITY OF CARTER LAKE	IPERS - EMS		112.69-	57051	1/22/14
FETT'S CITY SUPER SHOP	Vehicle Repairs/Fire Inv11139	592.74		57071	2/03/14
FETT'S CITY SUPER SHOP	Vehicle Repairs/Fire #11173	314.13	906.87	57114	2/17/14
SHEILA CROOK	Supplies/Fire Dept		7.33	57116	2/17/14
FANCY STITCHING	Uniforms/Fire Grant #16505		172.27	57078	2/03/14
ED M FELD EQUIPMENT CO, INC	Supplies/Fire 0255844-IN		69.30	57079	2/03/14
FIREGUARD, INC	Supplies/Fire Inv# 0000068222		122.21	57128	2/17/14
KWIK SHOP INC	Fuel/Police		302.20	57088	2/03/14
NEBRASKA FURNITURE MART	Supplies/Fire Inv #42916466		247.93	57138	2/17/14
OPPD	Utilities/St Lights		527.30	57143	2/17/14
PAPILLION SANITATION	Dumpster/Fire Inv #3919737		96.53	57144	2/17/14
PURITAN MANUFACTURING INC	Equip Repair/Fire Inv #081954		30.00	57148	2/17/14
TED'S MOWER SALES & SERVICE	Equip Repairs/Fire Inv#260467		151.97	57099	2/03/14
			=====		
	FIRE		4,519.46		
	WATER RESCUE				
DIVE RIGHT IN SCUBA	Supplies/Water Rescue #42566		649.84	57121	2/17/14
DIVENTURES - OMAHA	Supplies/Water Rescue #164		253.59	57122	2/17/14
			=====		
	WATER RESCUE		903.43		
	AMBULANCE				
NEXTEL COMMUNICATIONS	Phones/Maintenance		77.82	57092	2/03/14
459-PRAXAIR DISTRIBUTION INC	Supplies/Maint Inv #48418489		20.08	57147	2/17/14
			=====		
	AMBULANCE		97.90		
	BUILDING INSPECTOR				
BLACK HILLS ENERGY	Utilities/Maint 7038 8375 25		25.16	57065	2/03/14
NEXTEL COMMUNICATIONS	Phones/Maintenance		105.20	57092	2/03/14
OPPD	Utilities/St Lights		21.90	57143	2/17/14
			=====		
	BUILDING INSPECTOR		152.26		
	ANIMAL CONTROL				
ALEGENT CREIGHTON HEALTH	Physicals/Fire Inv #00104821		85.00	57113	2/17/14
DOLLAR GENERAL-MSC 410526	Supplies/AnimalCont 1000273166		33.50	57075	2/03/14
NEBRASKA HUMANE SOCIETY	Contract/Animal Control		525.00	57139	2/17/14
NEXTEL COMMUNICATIONS	Phones/Maintenance		51.97	57092	2/03/14
			=====		
	ANIMAL CONTROL		695.47		
	TRAFFIC				
OPPD	Utilities/St Lights		117.46	57143	2/17/14

VENDOR NAME	REFERENCE		VENDOR TOTAL	CHECK#	CHECK DATE
	TRAFFIC		117.46		
	LIBRARY				
BLACK HILLS ENERGY	Utilities/Maint 7038 8375 25		297.41	57065	2/03/14
DEMCO	Supplies/Library Inv #5201333		93.16	57120	2/17/14
OPPD	Utilities/St Lights		518.17	57143	2/17/14
PAPILLION SANITATION	Dumpster/Fire Inv #3919737		87.16	57144	2/17/14
PENWORTHY	Books/Library Inv #559382		557.40	57146	2/17/14
QUILL CORPORATION	Supplies/Library Inv#9176947		334.08	57149	2/17/14
TOSHIBA AMERICA BUSINESS SOLUT	Copier/Library ID #90136249988		101.00	57100	2/03/14
TRUENORTH COMPANIES	Health Ins/Library		3.18-	57053	1/22/14
	LIBRARY		1,985.20		
	PARKS/RECREATION				
CBYSA SOCCER	Soccer U10 Team Registration	480.00		57055	1/31/14
CBYSA SOCCER	Soccer Reg/Add to U10 Team	45.00	525.00	57069	2/03/14
TREASURER, STATE OF IOWA	Sales Tax/Water		10.50	1320845	1/29/14
	PARKS/RECREATION		535.50		
	RESOURCE CENTER				
MICHELLE BADALUCCO	Mileage/Resource Center		76.52	57062	2/03/14
MICHAELA CLEMENS	Mileage/Resource Center		41.37	57072	2/03/14
COX BUSINESS SERVICES	Phones/Internet City Hall		161.20	57103	2/03/14
CULLIGAN OF OMAHA	Supplies/Resource Cntr 37952		9.90	57074	2/03/14
DOLLAR GENERAL-MSC 410526	Supplies/AnimalCont 1000273166		7.50	57075	2/03/14
HY-VEE	Cooking Class/Resource Center		60.00	57084	2/03/14
MOVIE LICENSING USA	License/Resource Cntr #1883175		375.00	57054	1/24/14
OFFICE DEPOT	Supplies/Police		776.78	57093	2/03/14
OH-K FAST PRINT	Newsletter Inv #43611		1,023.39	57141	2/17/14
KELLIE F. PARKER	Newsletter Contract		722.40	57145	2/17/14
SAM'S CLUB	Supplies/Movie Night		225.63	57151	2/17/14
TRUENORTH COMPANIES	Health Ins/Library		157.37-	57053	1/22/14
U.S. POSTMASTER	Postage/Newsletter		416.90	57157	2/17/14
VERIZON WIRELESS	Phones/Resource Center		119.69	57102	2/03/14
	RESOURCE CENTER		3,858.91		
	SENIOR CENTER				
ALEGENT CREIGHTON HEALTH	Physicals/Fire Inv #00104821		85.00	57113	2/17/14
BLACK HILLS ENERGY	Utilities/Maint 7038 8375 25		411.78	57065	2/03/14
BRIGGS INC	Supplies/Senior Center 1312911		5.77	57067	2/03/14
COX BUSINESS SERVICES	Phones/Internet City Hall		70.44	57103	2/03/14
DOLLAR GENERAL-MSC 410526	Supplies/AnimalCont 1000273166		24.20	57075	2/03/14
KWIK SHOP INC	Fuel/Police		260.82	57088	2/03/14
MENARDS	Supplies/Seniors Inv #69162	2,440.23		57089	2/03/14
MENARDS	Supplies/Seniors Inv #71065	262.93	2,703.16	57135	2/17/14
MICKLIN LUMBER CO	Supplies/Maint Inv #713779		63.48	57090	2/03/14

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
OFFICE MAX	Supplies/Senior Center	236.35	57095	2/03/14
OPPD	Utilities/St Lights	384.76	57143	2/17/14
		=====		
SENIOR CENTER		4,245.76		
LEGISLATIVE				
DAILY NONPAREIL	Publications/Admin Acct# 35600	777.99	57118	2/17/14
DOREEN MOWERY	Postage/Post Office	52.16	57136	2/17/14
SGT PEPFERS ITALIAN	Catering/Volunteer Banquet	675.00	57153	2/17/14
		=====		
LEGISLATIVE		1,505.15		
EXECUTIVE				
BLACK HILLS ENERGY	Utilities/Maint 7038 8375 25	25.16	57065	2/03/14
OFFICE DEPOT	Supplies/Police	3.29	57093	2/03/14
OPPD	Utilities/St Lights	21.90	57143	2/17/14
		=====		
EXECUTIVE		50.35		
ADMINISTRATIVE				
BLACK HILLS ENERGY	Utilities/Maint 7038 8375 25	163.49	57065	2/03/14
OFFICE DEPOT	Supplies/Police	323.11	57093	2/03/14
OFFICE MAX	Supplies/Senior Center	34.99	57095	2/03/14
OPPD	Utilities/St Lights	142.33	57143	2/17/14
PAPILLION SANITATION	Dumpster/Fire Inv #3919737	52.48	57144	2/17/14
PETTY CASH	Petty Cash - Equip Repair/Main	2.67	57034	1/21/14
PRESTO-X	Contract/Admin Inv #30268388	71.02	57097	2/03/14
SWICAA TREASURER	Dues/Admin	20.00	57154	2/17/14
		=====		
ADMINISTRATIVE		810.09		
CITY HALL				
BLACK HILLS ENERGY	Utilities/Maint 7038 8375 25	591.02	57065	2/03/14
COX BUSINESS SERVICES	Phones/Internet City Hall	605.95	57103	2/03/14
ELECTRONIC CONTRACTING CO	Fire Alarm Inspection CB012538	140.00	57077	2/03/14
OFFICE DEPOT	Supplies/Police	82.30	57093	2/03/14
OMAHA COMPOUND COMPANY	Supplies/City Hall Inv134381B	42.16	57142	2/17/14
OPPD	Utilities/St Lights	514.54	57143	2/17/14
		=====		
CITY HALL		1,975.97		
MISC				
AHLERS AND COONEY, P.C.	Legal Fees/PVS Project #665173	5,572.90	57112	2/17/14
DELTA DENTAL OF IOWA	DENTAL INS	31.04	57052	1/22/14
DOREEN MOWERY	Postage/Post Office	97.00	57136	2/17/14
TRUENORTH COMPANIES	Health Ins/Library	698.18	57053	1/22/14

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
	MISC	6,399.12		
	GENERAL	79,931.54		
	PARKS CIP			
	LIABILITIES			
AFSCME IOWA COUNCIL 61	UNION DUES	10.30	57050	1/22/14
COLONIAL INSURANCE CO	COL INS PRETAX	36.20	57044	1/22/14
DELTA DENTAL OF IOWA	DENTAL INS	76.55	57052	1/22/14
FED/FICA TAXES	FED/FICA TAX	876.45	1320833	1/22/14
FED/FICA TAXES	FED/FICA TAX	624.99	1,501.44	1320839 2/05/14
IPERS	IPERS - POLICE	906.40	1320834	1/22/14
TREASURER, STATE OF IOWA	STATE TAX	282.49	1320835	1/22/14
TRUENORTH COMPANIES	MEDICAL INS	969.81	57046	1/22/14
	LIABILITIES	3,783.19		
	PARKS/RECREATION			
BLACK HILLS ENERGY	Utilities/Maint 7038 8375 25	25.16	57065	2/03/14
BLUFFS ELECTRIC, INC.	Repairs/Sewer Inv #14259	662.58	57066	2/03/14
COX BUSINESS SERVICES	Phones/Internet City Hall	76.06	57103	2/03/14
MICKLIN LUMBER CO	Supplies/Maint Inv #713779	47.96	57090	2/03/14
MIDWEST TIRE CO INC	Equip Repairs/Parks #1-224550	65.88	57091	2/03/14
NEXTEL COMMUNICATIONS	Phones/Maintenance	101.12	57092	2/03/14
OPPD	Utilities/St Lights	934.32	57143	2/17/14
PAPILLION SANITATION	Dumpster/Fire Inv #3919737	52.48	57144	2/17/14
PETTY CASH	Petty Cash - Senior Bowling	146.50	57096	2/03/14
PETTY CASH	Petty Cash - SeniorMovie/Parks	388.25	534.75	57111 2/12/14
TRUENORTH COMPANIES	Health Ins/Library	3.18-	57053	1/22/14
	PARKS/RECREATION	2,497.13		
	PARKS CIP	6,280.32		
	AMBULANCE CIP			
	AMBULANCE			
EMS BILLING SERVICES, INC	Billing/Ambulance Inv#20140109	286.54	1320843	1/21/14
	AMBULANCE	286.54		
	AMBULANCE CIP	286.54		
	POLICE RESERVE UNIT			
	POLICE			

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
PETTY CASH	Petty Cash - Tobacco Complianc	150.00	57035	1/21/14
	POLICE	150.00		
	POLICE RESERVE UNIT	150.00		
	ROAD USE			
	LIABILITIES			
AFSCME IOWA COUNCIL 61	UNION DUES	2.25	57050	1/22/14
COLONIAL INSURANCE CO	COL INS PRETAX	8.80	57044	1/22/14
DELTA DENTAL OF IOWA	DENTAL INS	41.41	57052	1/22/14
FED/FICA TAXES	FED/FICA TAX	552.93	1320833	1/22/14
FED/FICA TAXES	FED/FICA TAX	865.40	1,418.33	1320839 2/05/14
IPERS	IPERS - POLICE	906.13	1320834	1/22/14
TREASURER, STATE OF IOWA	STATE TAX	267.63	1320835	1/22/14
TRUENORTH COMPANIES	MEDICAL INS	925.02	57046	1/22/14
	LIABILITIES	3,569.57		
	ROAD USE			
ALEGENT CREIGHTON HEALTH	Physicals/Fire Inv #00104821	85.00	57113	2/17/14
BADGER BODY & TRUCK EQUIPMENT	Equip Repair/Maint Inv #49997	198.19	57063	2/03/14
BLACK HILLS ENERGY	Utilities/Maint 7038 8375 25	1,272.41	57065	2/03/14
DAILY NONPAREIL	Publications/Admin Acct# 35600	114.29	57118	2/17/14
ELECTRICAL ENGINEERING & EQUIP	Supplies/Maint Inv #3795113	21.75	57076	2/03/14
IOWA WORKFORCE DEVELOPMENT	Unemployment/Sewer	.29	1320847	1/29/14
IT'S GOT TO GO	Haul Away/Maint Inv #2140	1,722.00	57085	2/03/14
KWIK SHOP INC	Fuel/Police	95.49	57088	2/03/14
MICKLIN LUMBER CO	Supplies/Maint Inv #713779	146.37	57090	2/03/14
Genuine Parts Company - Omaha	Vehicle Repairs/Maint #447780	54.55	57137	2/17/14
NEBRASKA FURNITURE MART	Supplies/Fire Inv #42916466	54.55	57138	2/17/14
NEFF TOWING SERVICE	Towing/Maint Inv #180011	235.00	57140	2/17/14
NEXTEL COMMUNICATIONS	Phones/Maintenance	279.23	57092	2/03/14
OPPD	Utilities/St Lights	254.38	57143	2/17/14
PAPILLION SANITATION	Dumpster/Fire Inv #3919737	52.48	57144	2/17/14
PETTY CASH	Petty Cash - Equip Repair/Main	202.30	57034	1/21/14
459-PRAXAIR DISTRIBUTION INC	Supplies/Maint Inv #48418489	88.05	57147	2/17/14
PRESTO-X	Contract/Admin Inv #30268388	31.80	57097	2/03/14
TRUENORTH COMPANIES	Health Ins/Library	60.00	57053	1/22/14
	ROAD USE	4,968.13		
	STREET LIGHTS			
OPPD	Utilities/St Lights	9,789.62	57143	2/17/14
	STREET LIGHTS	9,789.62		

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
	ROAD USE	18,327.32		
	EMPLOYEE BENEFITS			
	POLICE			
IOWA WORKFORCE DEVELOPMENT	Unemployment/Sewer	10.27	1320847	1/29/14
TRUENORTH COMPANIES	Health Ins/Library	30.00	57053	1/22/14
	POLICE	40.27		
	BUILDING INSPECTOR			
IOWA WORKFORCE DEVELOPMENT	Unemployment/Sewer	7.99	1320847	1/29/14
	BUILDING INSPECTOR	7.99		
	ANIMAL CONTROL			
IOWA WORKFORCE DEVELOPMENT	Unemployment/Sewer	2.03	1320847	1/29/14
	ANIMAL CONTROL	2.03		
	LIBRARY			
IOWA WORKFORCE DEVELOPMENT	Unemployment/Sewer	8.87	1320847	1/29/14
TRUENORTH COMPANIES	Health Ins/Library	2,085.29	57053	1/22/14
	LIBRARY	2,094.16		
	PARKS/RECREATION			
IOWA WORKFORCE DEVELOPMENT	Unemployment/Sewer	11.31	1320847	1/29/14
	PARKS/RECREATION	11.31		
	RESOURCE CENTER			
IOWA WORKFORCE DEVELOPMENT	Unemployment/Sewer	8.09	1320847	1/29/14
	RESOURCE CENTER	8.09		
	SENIOR CENTER			
IOWA WORKFORCE DEVELOPMENT	Unemployment/Sewer	10.29	1320847	1/29/14
	SENIOR CENTER	10.29		
	ADMINISTRATIVE			
IOWA WORKFORCE DEVELOPMENT	Unemployment/Sewer	3.86	1320847	1/29/14
TRUENORTH COMPANIES	Health Ins/Library	539.31	57053	1/22/14

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
	ADMINISTRATIVE	543.17		
	CITY HALL			
IOWA WORKFORCE DEVELOPMENT	Unemployment/Sewer	1.71	1320847	1/29/14
	CITY HALL	1.71		
	EMPLOYEE BENEFITS	2,719.02		
	LOCAL OPTION TAX			
	TRANSFERS OUT			
BANKERS TRUST	LOST Bond - February	18,747.00	57064	2/03/14
	TRANSFERS OUT	18,747.00		
	LOCAL OPTION TAX	18,747.00		
	URBAN RENEWAL #4			
	URBAN RENEWAL			
FREDERICK SLEGGERS	TIF Rebate - UR #4 Dollar Gen	5,246.90	57123	2/17/14
KWIK SHOP	TIF Rebate - UR#4 Kwik Shop	6,071.85	57134	2/17/14
	URBAN RENEWAL	11,318.75		
	URBAN RENEWAL #4	11,318.75		
	URBAN RENEWAL #2			
	LIABILITIES			
FED/FICA TAXES	FED/FICA TAX	42.58	1320839	2/05/14
IPERS	IPERS - POLICE	106.97	1320834	1/22/14
TREASURER, STATE OF IOWA	STATE TAX	22.00	1320835	1/22/14
	LIABILITIES	171.55		
	URBAN RENEWAL			
RYNE C. JEFFRIES	Home Improvements UR132/UR#2	16,932.00	57032	1/21/14
IOWA WORKFORCE DEVELOPMENT	Unemployment/Sewer	2.58	1320847	1/29/14
DAVID SCHROG	Home Improvements UR124/UR#2	3,085.00	57033	1/21/14
DAVID SCHROG	Home Improvements UR121/UR#2	895.00	57086	2/03/14
TPC CONSTRUCTION	Home Improvements UR135/UR#2	2,300.00	57036	1/21/14

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
	URBAN RENEWAL	23,214.58		
	URBAN RENEWAL #2	23,386.13		
	LAKE PROJECTS			
	LIABILITIES			
IPERS	IPERS - POLICE	174.99	1320834	1/22/14
TREASURER, STATE OF IOWA	STATE TAX	48.00	1320835	1/22/14
	LIABILITIES	222.99		
	LAKE PROJECTS			
CITY OF OMAHA CASHIER	Pump Maint/Lake Proj Inv97220	4,859.12	57070	2/03/14
	LAKE PROJECTS	4,859.12		
	LAKE PROJECTS	5,082.11		
	WATER			
	LIABILITIES			
AFSCME IOWA COUNCIL 61	UNION DUES	26.69	57050	1/22/14
AFSCME IOWA COUNCIL 61	UNION DUES	26.69	57110	2/05/14
COLONIAL INSURANCE CO	COL INS PRETAX	22.06	57044	1/22/14
DELTA DENTAL OF IOWA	DENTAL INS	91.58	57052	1/22/14
FED/FICA TAXES	FED/FICA TAX	609.28	1320833	1/22/14
FED/FICA TAXES	FED/FICA TAX	103.55	1320836	2/01/14
FED/FICA TAXES	FED/FICA TAX	567.72	1,280.55	1320839 2/05/14
IPERS	IPERS - POLICE	919.98	1320834	1/22/14
TREASURER, STATE OF IOWA	STATE TAX	207.56	1320835	1/22/14
TRUENORTH COMPANIES	MEDICAL INS	906.71	57046	1/22/14
	LIABILITIES	3,481.82		
	WATER			
COUNCIL BLUFFS WATER WORKS	Water Tests MISC00000206103	100.00	57068	2/03/14
JAY GUNDERSEN	Repairs/Water Inv #577	5,000.00	57082	2/03/14
TREASURER, STATE OF IOWA	Sales Tax/Water	2,794.69	1320845	1/29/14
IOWA WORKFORCE DEVELOPMENT	Unemployment/Sewer	5.38	1320847	1/29/14
NE DEPT OF REVENUE	Sales Tax/Water	239.29	1320846	1/29/14
SCHILDBERG CONSTRUCTION CO	Repairs/Water Proj #504-9	915.94	57152	2/17/14
BEVERLY SMITH	Refund Credit/Water	193.45	57056	1/31/14
TRUENORTH COMPANIES	Health Ins/Library	157.37-	57053	1/22/14

VENDOR NAME	REFERENCE		VENDOR TOTAL	CHECK#	CHECK DATE
			=====		
	WATER		9,091.38		
			=====		
	WATER		12,573.20		
	SEWER				
	LIABILITIES				
AFSCME IOWA COUNCIL 61	UNION DUES	8.73		57050	1/22/14
AFSCME IOWA COUNCIL 61	UNION DUES	29.19	37.92	57110	2/05/14
DELTA DENTAL OF IOWA	DENTAL INS		77.60	57052	1/22/14
FED/FICA TAXES	FED/FICA TAX	375.17		1320833	1/22/14
FED/FICA TAXES	FED/FICA TAX	313.46	688.63	1320839	2/05/14
IPERS	IPERS - POLICE		559.19	1320834	1/22/14
TREASURER, STATE OF IOWA	STATE TAX		144.00	1320835	1/22/14
TRUENORTH COMPANIES	MEDICAL INS		821.66	57046	1/22/14
			=====		
	LIABILITIES		2,329.00		
	SEWER				
AFSCME IOWA COUNCIL 61	UNION DUES	17.47		57050	1/22/14
AFSCME IOWA COUNCIL 61	UNION DUES	2.99-	14.48	57110	2/05/14
BLUFFS ELECTRIC, INC.	Repairs/Sewer Inv #14259		1,041.86	57066	2/03/14
COX BUSINESS SERVICES	Phones/Internet City Hall		188.88	57103	2/03/14
HTM SALES INC	Repairs/Sewer 14-30454-2		803.89	57083	2/03/14
TREASURER, STATE OF IOWA	Sales Tax/Water		425.43	1320845	1/29/14
IOWA WORKFORCE DEVELOPMENT	Unemployment/Sewer		15.65	1320847	1/29/14
KWIK SHOP INC	Fuel/Police		95.49	57088	2/03/14
NE DEPT OF REVENUE	Sales Tax/Water		223.11	1320846	1/29/14
OPPD	Utilities/St Lights		1,098.13	57143	2/17/14
SEWER EQUIP CO OF AMERICA	Repairs/Sewer Inv#0000131431		104.08	57098	2/03/14
TRUENORTH COMPANIES	Health Ins/Library		920.31-	57053	1/22/14
UEMSI	Equip Repairs/Sewer #2065980	552.10		57101	2/03/14
UEMSI	Supplies/Sewer 2065866-IN	237.65	789.75	57155	2/17/14
			=====		
	SEWER		3,880.44		
			=====		
	SEWER		6,209.44		
	SOLID WASTE				
	GARBAGE				
DEFFENBAUGH DISPOSAL SERV	Contract/Garbage Inv# 5265553		8,963.93	57119	2/17/14
TREASURER, STATE OF IOWA	Sales Tax/Water		.84	1320845	1/29/14
IOWA WASTE SYSTEMS, INC	Contract/Garbage Inv 41X00009		2,327.10	57132	2/17/14
			=====		
	GARBAGE		11,291.87		

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
	SOLID WASTE	11,291.87		
	STORM WATER			
	STORM WATER			
TREASURER, STATE OF IOWA	Sales Tax/Water	144.72	1320845	1/29/14
IOWA WORKFORCE DEVELOPMENT	Unemployment/Sewer	.41	1320847	1/29/14
OPPD	Utilities/St Lights	741.84	57143	2/17/14
	STORM WATER	886.97		
	STORM WATER	886.97		
	VILLAGE POST OFFICE			
	VILLAGE POST OFFICE			
DOREEN MOWERY	Postage/Post Office	396.00	57136	2/17/14
USPS - US POSTAL SERVICE	Postage/Post Office	2,314.95	1320844	1/21/14
	VILLAGE POST OFFICE	2,710.95		
	VILLAGE POST OFFICE	2,710.95		
	TOTAL ACCOUNTS PAYABLE CHECKS	199,901.16		
PAYROLL CHECKS				
	001 GENERAL	22,520.73		
	004 PARKS CIP	2,751.84		
	110 ROAD USE	1,771.88		
	600 WATER	1,839.36		
	610 SEWER	1,271.33		
	PAYROLL CHECKS ON 1/22/2014	30,155.14		
	001 GENERAL	2,820.79		
	600 WATER	396.87		
	PAYROLL CHECKS ON 2/01/2014	3,217.66		
	001 GENERAL	24,958.54		
	004 PARKS CIP	1,924.85		
	110 ROAD USE	2,780.16		
	145 URBAN RENEWAL #2	237.43		
	600 WATER	1,740.33		
	610 SEWER	1,088.10		

FUND FUND NAME	VENDOR TOTAL	CHECK#	CHECK DATE

PAYROLL CHECKS ON 2/05/2014	32,729.41		
TOTAL PAYROLL CHECKS	66,102.21		
**** PAID TOTAL ****	266,003.37		
***** REPORT TOTAL *****	266,003.37		
=====			

WATER UTILITY - ACCOUNTS IN ARREARS

February 12, 2014

<u>Account #</u>	<u>30 days</u>	<u>60 days</u>	<u>90 days</u>	<u>120 days</u>	<u>TOTAL</u>	
05-001260-01	49.51			54.24	103.75	Storm Water
05-004010-01	31.16	3.00	3.00	117.30	154.46	Storm Water
05-011760-01	72.92				72.92	Storm Water
05-074770-02	10.79			5.72	16.51	Storm Water
05-105700-02	26.54				26.54	
05-106280-01	95.14	2.21			97.35	
05-204450-14	108.39	65.00			173.39	
05-204600-04	14.64	77.52	171.90	179.52	443.58	Per LL Surha to pay
05-205900-12	28.57				28.57	
05-207350-05	84.52				84.52	
05-208950-07	21.53				21.53	
05-209100-01	40.31				40.31	
05-209350-09	98.83	86.21	48.14		233.18	1/7/14 PS can't find curb stop
05-211100-14	91.23	67.35			158.58	
05-212350-05	52.05				52.05	
05-215850-06	91.20				91.20	
05-301100-01	21.00	3.00			24.00	
05-301850-00	30.36			17.36	47.72	
05-302200-04	24.24				24.24	
05-307660-02	96.00	93.61	96.00	3.55	289.16	PS nor Ron can find curb stop
05-308400-02	29.22				29.22	
05-308450-03	35.75				35.75	
05-309000-01	155.84	129.11	257.47	118.28	660.70	Water Leak / Paying extra \$50 + bill
05-312000-08	87.06				87.06	
05-316000-01	87.64	96.17	91.39	380.97	656.17	Water Leak / Paying extra \$50 + bill
05-319700-03	129.28	6.72			136.00	
05-320050-03	22.08				22.08	
05-402050-05	67.24				67.24	
05-402750-05	64.43				64.43	
05-403500-01	96.79	28.12			124.91	
05-403750-03	87.06	105.73	127.07	230.82	550.68	11/5/13 Water Off / Still has usage
05-406600-02	30.36			24.36	54.72	
05-409250-08	21.64	57.96			79.60	
05-409450-01	87.06	2.23			89.29	
05-409650-09	87.06	85.49	89.86	6.42	268.83	12/4/13 Water off / Still has usage
05-410050-03	28.64	18.64	11.64	28.53	87.45	Storm Water

TOTALS \$ 2,206.08 \$ 928.07 \$ 896.47 \$ 1,167.07 \$ 5,197.69

FINAL ACCOUNTS

February 12, 2014

<u>Account #</u>	<u>CURRENT</u>	<u>30 days</u>	<u>60 days</u>	<u>90 days</u>	<u>TOTAL</u>	<u>Final Date</u>	<u>Letter Sent</u>
05-104600-03	74.05	84.06	-	-	158.11	2/14	
05-105000-02	34.20	44.29	-	-	78.49	LIEN 2/14	LL 1/16/14
05-105300-00	20.66	33.66	23.66	38.01	115.99	Storm Water	
05-201100-04	72.77	-	-	-	72.77	2/14	
05-201150-01	-	17.36	-	4.08	21.44	Storm Water	
05-202000-04	49.68	2.02	-	-	51.70	08/01/11	
05-203900-04	8.64	11.64	8.64	0.36	29.28	Storm Water	
05-205900-11	32.76	-	-	-	32.76	12/13	
05-206000-00	-	34.51	4.65	-	39.16	4/11	
05-207350-03	62.68	21.36	-	-	84.04	02/04/13	
05-207350-04	65.77	156.37	-	-	222.14	LIEN 2/14	LL 1/16/14
05-207450-02	-	-	-	106.82	106.82	LIEN 2/14	LL 1/16/14
05-208500-02	8.64	-	-	-	8.64	2/14	
05-210400-00	-	37.36	3.00	37.36	77.72	Storm Water	
05-211250-04	39.17	48.32	-	-	87.49	06/29/12	
05-211850-01	8.64	21.64	8.64	12.00	50.92	Storm Water	
05-212900-06	56.99	-	26.25	-	83.24	2/14	
05-303250-02	-	-	8.64	-	8.64	Write off 2/14	
05-304850-03	8.64	11.64	11.64	29.20	61.12	Write off 2/14	
05-307150-02	-	3.98	-	-	3.98	Write off 2/14	
05-310770-03	102.73	81.63	-	-	184.36	2/14	
05-317100-05	-	-	-	219.49	219.49	Payments	
05-318930-08	53.80	-	79.17	-	132.97	LIEN 2/14	LL 1/16/14
05-319650-02	47.89	81.06	36.45	-	165.40	2/14	
05-320450-04	61.32	32.36	-	-	93.68	2/14	
05-404250-07	48.92	93.00	55.58	-	197.50	LIEN 2/14	LL 1/16/14
05-404950-04	-	-	93.79	184.09	277.88	1/14	02/13/14
05-405950-01	8.64	8.64	11.64	20.28	49.20	Storm Water	
05-406450-02	27.36	-	-	11.08	38.44	Storm Water	
05-408100-02	-	-	-	38.76	38.76	Storm Water	
05-410150-06	-	18.27	-	-	18.27	5/13	
05-411250-03	179.19	96.00	94.80	380.79	750.78	2/14	
05-411900-04	-	88.83	88.83	20.83	198.49	1/14	LL 2/13/14
					\$ 3,759.67		

COLLECTION ACCOUNTS

05-101255-00	84.10	242.40	126.49	-	452.99	2/14	
05-201100-01	27.68	-	-	-	27.68	9/06	
05-201700-03	28.00	-	-	-	28.00	2/14	
05-205900-07	63.23	80.71	60.57	7.90	212.41	2/14	
05-210150-03	34.44	11.08	-	-	45.52	2/14	
05-211250-01	27.93	-	-	-	27.93	9/06	
05-212550-02	37.42	11.41	-	-	48.83	2/14	
05-213650-08	38.39	80.35	0.06	-	118.80	2/14	
05-302050-06	-	51.91	51.91	89.05	192.87	2/14	
05-307700-00	40.20	48.30	5.79	-	94.29	5/06	
05-310730-04	63.32	-	-	-	63.32	2/14	
05-312950-02	21.29	-	-	-	21.29	2/14	
05-317300-05	45.81	0.20	-	-	46.01	2/14	
05-319370-02	45.13	-	-	-	45.13	2/14	
05-319600-02	-	55.74	-	-	55.74	2/14	
05-320600-05	53.92	27.48	-	-	81.40	2/14	
05-321130-01	27.12	55.20	-	-	82.32	2/14	
05-321300-06	59.08	78.01	14.47	-	151.56	2/14	
05-401700-02	-	19.00	-	-	19.00	2/14	
05-405300-01	29.77	36.36	-	-	66.13	2/14	
05-405400-03	-	29.64	-	179.35	208.99	2/14	

<u>Account #</u>	<u>CURRENT</u>	<u>30 days</u>	<u>60 days</u>	<u>90 days</u>	<u>TOTAL</u>	<u>Final Date</u>	<u>Letter Sent</u>
05-405700-02	-	51.18	3.89	-	55.07	2/14	
05-409500-02	8.64	11.64	11.64	29.20	61.12	2/14	
05-410100-08	18.19	3.17	-	-	21.36	2/14	
05-411350-06	48.69	48.69	24.68	-	122.06	2/14	
05-510900-00	30.59	-	-	-	30.59	2/14	
					\$ 2,380.41		

ACCOUNTS PLACED AS LIENS

05-105300-00	19.31	23.66	20.66	181.65	245.28	Oct-13	
05-201150-01	16.28	3.00	10.00	419.32	448.60	Oct-13	
05-202300-02	-	88.94	89.00	36.62	214.56	Jan-14	
05-203900-04	8.28	84.06	74.54	63.85	230.73	Sep-13	
05-204050-05	44.75	60.24	4.98	-	109.97	Nov-13	
05-204450-08	38.39	59.00	50.81	13.46	161.66	Feb-06	
05-204700-03	-	48.69	48.69	51.35	148.73	Mar-12	
05-205200-05	48.26	91.83	23.74	-	163.83	Nov-13	
05-205450-15	60.94	26.70	-	-	87.64	Nov-13	
05-206900-02	56.70	66.12	4.07	-	126.89	Feb-12	
05-207400-03	60.79	49.21	-	-	100.00	Sep-11	
05-210350-06	58.47	13.85	-	-	72.32	Oct-13	
05-210400-00	-	-	7.00	57.80	64.80	Oct-13	
05-210400-04	-	48.69	48.69	45.41	142.79	Nov-13	
05-211850-01	8.28	11.64	18.64	371.72	410.28	Oct-13	
05-213050-06	41.69	56.56	59.24	5.21	162.70	Oct-09	
05-213900-11	-	51.15	-	-	51.15	Nov-13	
05-214650-01	-	11.64	71.57	171.07	254.28	Feb-13	
05-215850-03	-	56.74	8.08	-	64.82	Nov-13	
05-303550-03	-	48.69	47.38	-	96.07	Oct-12	
05-304750-02	56.26	76.30	58.17	-	190.73	May-13	
05-306100-04	-	77.21	0.01	-	77.22	Oct-13	
05-312000-03	(3.52)	45.21	45.21	97.67	184.57	Dec-05	
05-313450-02	-	41.93	-	-	41.93	Oct-12	
05-315250-03	23.38	48.34	-	-	71.72	Nov-13	
05-318550-10	33.44	54.05	12.51	-	100.00	Nov-13	
05-318800-00	-	8.64	64.85	147.66	221.15	Oct-13	
05-318800-09	51.15	71.35	3.02	-	125.52	Nov-13	
05-319700-01	37.88	3.82	-	-	41.70	Oct-12	
05-319700-02	37.29	54.05	5.24	-	96.58	Oct-12	
05-321200-02	41.26	147.29	76.02	-	264.57	May-08	
05-404000-01	-	16.83	66.37	-	83.20	Jun-13	
05-404950-02	-	32.74	-	-	32.74	Oct-13	
05-404950-03	20.25	53.02	46.99	-	120.26	Oct-13	
05-405000-04	58.51	15.15	-	-	73.66	Sep-11	
05-405950-01	8.28	15.64	11.64	52.48	88.04	Aug-13	
05-406450-02	16.28	3.00	10.00	180.89	210.17	Oct-13	
05-406450-03	42.33	4.05	-	-	46.38	Nov-13	
05-407750-04	43.29	1.43	-	-	44.72	Oct-13	
05-407950-07	41.73	36.61	-	-	78.34	Oct-13	
05-407950-08	23.38	56.74	1.95	-	82.07	Oct-13	
05-409250-00	-	-	-	52.48	52.48	Jun-13	
05-409250-06	-	51.91	58.62	60.54	171.07	Jun-13	
05-410050-01	41.80	60.76	4.76	-	107.32	Nov-12	
05-410400-07	834.24	-	1.91	-	836.15	Feb-11	
05-411000-04	38.11	4.05	-	-	42.16	Oct-12	
					\$ 6,841.55		

**OVERTIME AND COMPTIME REPORT
JANUARY 19, 2014**

<u>MAINTENANCE OVERTIME</u>		<u>HOURS</u>	<u>AMOUNTS</u>
STANLEY OLSEN			
01/07/14	Water lines at Senior Center	2	48.36
01/16/14	Water break Locust	4	96.72
01/19/14	Help fire dept with fire	6	145.08
		<u>12</u>	<u>\$ 290.16</u>
DAMIAN ROTHMEYER			
01/16/14	Water break Locust	4	74.88
01/18/14	Help fire dept with fire	1 1/2	28.08
01/19/14	Help fire dept with fire	9	168.48
		<u>14 1/2</u>	<u>\$ 271.44</u>
RANDY SMITH			
01/07/14	Water lines at Senior Center	2	37.44
01/16/14	Water break Locust	4	74.88
01/18/14	Help fire dept with fire	6 1/2	121.68
01/19/14	Help fire dept with fire	2	37.44
		<u>14 1/2</u>	<u>\$ 271.44</u>
TOTAL MAINT OVERTIME:		41	\$ 833.04
<u>FIRE DEPT OVERTIME:</u>		<u>HOURS</u>	<u>AMOUNTS</u>
Phil Newton			
01/19/14	Fire Investigation	7 1/4	228.38
TOTAL FIRE DEPT OVERTIME:		7 1/4	\$ 228.38
<u>ADMIN OVERTIME:</u>		<u>HOURS</u>	<u>AMOUNTS</u>
LISA RUEHLE			
01/11/14	Payables	2	77.16
01/13/14	Planning Bd Meeting	2 1/4	86.81
TOTAL ADMIN OVERTIME:		4 1/4	\$ 163.97
TOTAL ALL OVERTIME:		52 1/2	\$ 997.01

<u>COMPTIME EARNED:</u>		<u>HOURS</u>
JOSH DRISCOLL		
01/07/14	Cover shift	4 1/4
01/16/14	On-line class for taser	4
		<u>8 1/4 = 12 1/2</u>
TOTAL COMPTIME EARNED:		12 1/2 HRS

<u>COMPTIME USED:</u>		<u>HOURS</u>
RYAN GONSIOR		
01/07/14		1
TOTAL COMPTIME USED:		1 HR

<u>COMPTIME BALANCES:</u>		<u>HOURS</u>
JOSH DRISCOLL		60 1/2
RYAN GONSIOR		60 1/4
RONALD HANSEN		79 3/4
RICHARD HIATT		37
JON MEYER		49 1/2
NOAH SCHILLING		6 1/2
TOTAL COMP BALANCES:		293 1/2

<u>ADMIN BALANCES:</u>		<u>HOURS</u>
CHRIS ETHEN		32
SHAWN KANNEDY		80
DOREEN MOWERY		76
RON ROTHMEYER		40
TOTAL ADMIN BALANCES:		228

OVERTIME AND COMPTIME REPORT

February 2, 2014

<u>MAINTENANCE OVERTIME</u>		<u>HOURS</u>	<u>AMOUNTS</u>
RONNIE FISHER			
02/01/14	Snow removal	4	\$ 74.88
MARK MURRAY			
02/01/14	Snow removal	4 1/2	\$ 121.37
STANLEY OLSEN			
01/23/14	Water shut off	1/2	12.09
01/30/14	Water shut off	1	24.18
02/01/14	Snow Removal	3	72.54
		<u>4 1/2</u>	<u>\$ 108.81</u>
DAMIAN ROTHMEYER			
01/23/14	Water shut off	1/2	9.36
01/24/14	Jet sewer Ave O	1/2	9.36
01/26/14	Call out - Push tree out of road	2	37.44
01/30/14	Water shut off	1	18.72
02/01/14	Snow removal	3	56.16
		<u>7</u>	<u>\$ 131.04</u>
RANDY SMITH			
01/24/14	Jet sewer	1/2	9.36
01/30/14	Water shut off	1/2	9.36
02/01/14	Snow removal	3	56.16
		<u>4</u>	<u>\$ 74.88</u>
TOTAL MAINT OVERTIME:		24	\$ 510.98
<u>POLICE OVERTIME</u>		<u>HOURS</u>	<u>AMOUNTS</u>
BROCK GENTILE			
01/30/14	Late call	1/2	15.55
01/31/14	Late call	1 1/2	46.65
		<u>2</u>	<u>\$ 62.20</u>
JON MEYER			
01/18/14	Called in for fire	1 1/2	\$ 46.65
TOTAL POLICE OVERTIME:		3 1/2	\$ 108.85
<u>ADMIN OVERTIME:</u>		<u>HOURS</u>	<u>AMOUNTS</u>
LISA RUEHLE			
01/20/14	Payroll files	1 1/2	57.87
01/21/14	Payroll files	3/4	28.94
01/22/14	Payroll reports	1	38.58
01/24/14	W2's	3/4	28.94
02/02/14	Water receipts	1 1/4	48.23
TOTAL ADMIN OVERTIME:		5 1/4	\$ 202.55
TOTAL ALL OVERTIME:		<u>32 3/4</u>	<u>\$ 822.37</u>

<u>COMPTIME EARNED:</u>		<u>HOURS</u>
JOSH DRISCOLL		
01/18/14	Fire	1 1/2 = 2 1/4
RICHARD HIATT		
01/30/14	Late call	1/2
01/31/14	Late call	1 1/2
		<u>2 = 3</u>
NOAH SCHILLING		
01/18/14	Fire	.75 = 1 1/4
TOTAL COMPTIME EARNED:		<u>6 1/2 HRS</u>

<u>COMPTIME USED:</u>		<u>HOURS</u>
RYAN GONSIOR		
01/21/14		8
01/22/14		8
		<u>16</u>
RICHARD HIATT		
01/19/14		8
TOTAL COMPTIME USED:		<u>24 HR</u>

OVERTIME AND COMPTIME REPORT

February 2, 2014

<u>COMPTIME BALANCES:</u>	<u>HOURS</u>
JOSH DRISCOLL	75 1/4
RYAN GONSIOR	43 1/4
RONALD HANSEN	79 3/4
RICHARD HIATT	32
JON MEYER	49 1/2
NOAH SCHILLING	7 3/4
TOTAL COMP BALANCES:	<u><u>287 1/2</u></u>

<u>ADMIN BALANCES:</u>	<u>HOURS</u>
CHRIS ETHEN	32
SHAWN KANNEDY	80
DOREEN MOWERY	76
RON ROTHMEYER	40
TOTAL ADMIN BALANCES:	<u><u>228</u></u>

RESOLUTION NO. _____

Be it hereby resolved by the City Council of the City of Carter Lake, Iowa that Genevieve Hawkins wages be set at \$10.20 per hour beginning Feb. 12, 2014 while she is performing janitorial services at the Library. Genevieve has been employed as the part-time janitor for the Library at the City of Carter Lake.

Recommended by: Theresa Hawkins and the Library Board – union contract

Passed and approved this 17th day of February, 2014

Gerald Waltrip - Mayor

ATTEST:

Doreen Mowery, City Clerk

RESOLUTION NO. _____

Be it hereby resolved by the City Council of the City of Carter Lake, Iowa that Janelle Kannedy's wages be set at \$10.20 per hour beginning February 13, 2014 while she is performing janitorial services at City Hall, Police Dept., Maintenance Shop and the Senior Center. Janelle has been employed as the part-time janitor for the City of Carter Lake.

Recommended by: Doreen Mowery, City Clerk – union contract

Passed and approved this 17th day of February, 2014.

Gerald Waltrip - Mayor

ATTEST:

Doreen Mowery, City Clerk

RESOLUTION NO. _____

Be it hereby resolved by the City Council of the City of Carter Lake, Iowa that Shawn Kannedy's wages be set at \$5,746.00 per month beginning Mar. 12, 2014 per the terms of his employment contract which states that in the 3rd year of the contract his wages will be 23% higher than the highest paid officer.

Recommended by: Employment contract.

Passed and approved this 17th day of Feb. 2014.

Gerald Waltrip, Mayor

ATTEST:

Doreen Mowery, City Clerk

Numbers of meals served for Jan. 2014 = 563

Number of volunteer hours performed=253.5

Copies of activity reports are attached

Accomplishments/ Coffee / lounge room just about done. Maint. has done a wonderful job, it looks great.

MONTHLY SENIOR CENTER ACTIVITY REPORT

SOUTHWEST 8 SENIOR SERVICES, INC.

3319 NEBRASKA AVENUE

Center Lake Senior Center
626 Lakeside St. BLUEFS, IOWA 51501
Center Lake, IA 51510-1837

SENIOR CENTER: _____

DATE: _____

MANAGER'S SIGNATURE *[Handwritten Signature]*

Date	Nutrition Program/Topic	Program Length	# Persons Attending

Date	Nutrition Handouts for Homebound Participants/Topic	# Sent

Date	Wellness Programs/Topic-Blood Pressure, Exercise, etc.	Program Length	# Persons Attending

TOTALS

MONTHLY SENIOR CENTER ACTIVITY REPORT
SOUTHWEST 8 SENIOR SERVICES, INC.

3319 NEBRASKA AVENUE
Center Lake Senior Center
926 L. A. Clust St. BLUEFS, IOWA 51501
State License # 51510-1297

SENIOR CENTER:

DATE: 1/14

MANAGER'S SIGNATURE: *[Signature]*

Date	Nutrition Program/Topic	Program Length	# Persons Attending
1-13	Food Labels	30 min	13
1-20	Nutrition Vits. & Minerals	30 min	14
Date	Nutrition Handouts for Homebound Participants/Topic		# Sent
1-13	Food Labels		15
1-20	Nutrition Vits. & Minerals		14
Date	Wellness Programs/Topic-Blood Pressure, Exercise, etc.	Program Length	# Persons Attending
1-3	Flex, Mob. Int. & Rel. Int.	45 min	16
10	" "		15
17	" "		15
24	" "		15
31	" "		15
		4.5 hr	(76)

TOTALS

City of Carter Lake – Fire Department Monthly Report

Head Name: Phillip Newton

Month: January 2014

Financial Performance: Savings, Expenditures, Also Report any opportunity to save the city dollars:
Normal

Continuous Improvement: Report any projects out of the normal work day:

Employee and Organization Development: Meetings, Trainings, Community Events, Others attended:

Pancake Breakfast: 1-5 , served 98 people, 15 members
1-7 Meetings: 6:30 – 9:30pm, Officers 9 members - Mass meeting 19 members- Smoke Eaters: none
1-4 Fire training: 9-noon Hydraulic Jaws/ Extrication, 10 members
1-14 Fire training: 7-10pm Hydraulic Jaws/ Extrication 12 members
1-21 EMS training: 7-10pm Pediatric trauma/shock 7-10 pm, 16 members
1-28 Dive training: 6-9pm Gumbi Suit training 8 members

Safety and Call Report: Report Safety Issues or Concerns

Safety Committee: Please review safety minutes, Safety meeting is Feb 12 th, delayed 1 week.

Total Calls for the year:

EMS calls: 28
Fire calls: 6
Dive calls: 0

Other: Additional information that Mayor/Council may need to know including but not limited to: Other Progress, Feedback, Recommendations etc.

Training room install update is done, still learning to use it, but it is an awesome upgrade for us.

We have been doing some painting inside the building. We are getting the paint donated thanks to one of our members, Anthony who does this as a full time job.

Offense Statistics Summary Report by Month

DATE RANGE: 01/01/2014 to 12/31/2014
 AGENCY: IA0780400 - Carter Lake Police Department
 SORT ORDER:

Offense	Code	Total	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
IA0780400		29	25	4										
Assault-Domestic Serious	13A	1	1											
Assault-Domestic Simple	13B	2	2											
Assault-Simple	13B	1	1											
Child Endangerment	13A	1	1											
Crim Mischief 3d Property valued \$500 & \$1000	290	1	1											
Crim Mischief 5th Property value Less than \$200	290	1	1											
Forgery/Counterfeiting	250	1	1											
Fraudulent Practice in the 5th Degree	23H	1	1											
Identity Theft	250	1		1										
Motor Vehicle Theft	240	2	2											
No Valid Drivers License	90Z	1	1											
Possess of Controlled Substance (Marijuana)		1	1											
Possession of Drug Paraphernalia	35B	3	2	1										
Theft 2nd Between \$1000 & \$10,000	23H	2	1	1										
Theft 3rd Between \$500 & \$1000	23H	1	1											
Theft 5th Amount of \$200 or Less	23H	8	7	1										
Unlawful poss. of prescription	35A	1	1											
Totals		29	25	4										

CALLS FOR SERVICE STATISTICS FOR: Type of Call

DATE RANGE: 01/01/2014 to 12/31/2014
 AGENCY: All Agencies
 SORT ORDER:

	Total	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
IA0780400	45	27	18										
UNSPECIFIED.....	3	2	1										
Animal Bite.....	2		2										
Assault.....	2		2										
Assist Fire/Rescue.....	3	2	1										
Assist Other Agency.....	1		1										
Business Alarm.....	5	3	2										
Citizen Complaint.....	1	1											
Disturbance.....	4	3	1										
DL/Plate Seizure.....	4	2	2										
Harassment.....	2	1	1										
Hit & Run.....	3	3											
Information Report.....	2	1	1										
Mental Committal.....	1	1											
Parking Complaint.....	1	1											
Recover Stolen.....	3	2	1										
Request for Service.....	1		1										
Runaway Recovery.....	1	1											
Runaway/Missing Juvenile	1	1											
Traffic Stop.....	5	3	2										
Grand Totals	45	27	18										

Monthly Report – Jan. 2014

City Clerks' Office

Savings

01-17-14 Received IW Fire grant - \$2500

Accomplishments

01-14-14 AFG Close out report

01-15-14 S&P report

01-17-14 Notice from IEDA – PVS received \$2,086,040 in tax incentives for project

01-26-14 Budget turned over to dept heads and council

Meetings

01-07-14 Meeting at PVS re: utilities, permits, public meetings

01-13-14 Planning Board Meeting – Comp plan review

01-20-14 Council meeting

01-27-14 Urban Revite Meeting & Planning Board Meeting

01-29-14 Mtg with Ed Morrison – IMWCA

01-31-14 Mtg with Dept Heads – balance budget

Misc.

01-02 to 01-06-14 Bobbie off sick

01-08-14 Doreen off sick

01-14-14 Court with Bobbie

01-28-14 Qtrly reports for COPS grant, RC grants, Fire grants

Carter Lake Community Resource Center										
Program Report										
December-2013										
<u>Hours</u>		<u>Amount</u>								
Director - D		177.0								
Prevention Coordinator - PC		176.0								
Office Coordinator - OC		75.0								
Coordinator Assistant - CA										
<u>Mileage</u>		<u>Amount</u>								
City Van		13.9								
Director - D		92.6								
Prevention Coordinator - PC		130.7								
Coordinator Assistant - CA		0.0								
<u>Meetings</u>		<u>Date</u>	<u>D</u>	<u>PC</u>	<u>OC</u>	<u>CA</u>	<u>Activity #</u>	<u>Output #</u>	<u>Outcome #</u>	<u>Extra Info.</u>
PMP		12/5/13	x				4		4.5	
<u>Events & Activities</u>		<u>Date</u>	<u># Youth</u>	<u># Adult</u>	<u>Total #</u>	<u>IWF</u>	<u>Activity #</u>	<u>Output #</u>	<u>Outcome #</u>	<u>Extra Info.</u>
Inside Carter Lake		12/1/13			1520		All	All	All	
Teen Scene		12/1/13	300		300		6	3	1 & 6	
Teen Scene Jr.		12/1/13	51		51		6	3	1 & 6	
CL Leaders In Training		12/2/13	25	2	27		6.1	3	1, 5 & 6	
Cooking Class - PK - 1st		12/3/13	38	2	40	x	7.1	4	1	
Game Day		12/6/13	11	2	13		6.2	3	1, 5 & 6	
City Volunteer Banquet		12/8/13								City Hall
CL Leaders In Training		12/9/13	24	2	26		6.1	3	1, 5 & 6	
Cooking Class - 2nd - 5th		12/10/13	46	2	48	x	7.1	4	1	
Game Day		12/13/13	11	2	13		6.2	3	1, 5 & 6	
Family Movie and Dinner Night		12/13/13	43	32	75	x	1.2	1	1	City Hall
CL Leaders In Training		12/16/13	26	2	28		6.1	3	1, 5 & 6	
Safety Patrol Appreciation		12/17/13	10	2	12		6.1	3	1, 5 & 6	
CL Leaders In Action		12/19/13	1	1	2		6.1	3	1, 5 & 6	

Carter Lake Community Resource Center										
Program Report										
January-2014										
<u>Hours</u>		<u>Amount</u>								
Director - D	184.0									
Prevention Coordinator - PC	186.5									
Office Coordinator - OC	59.5									
Coordinator Assistant - CA										
<u>Mileage</u>		<u>Amount</u>								
City Van	0.0									
Director - D	137.9									
Prevention Coordinator - PC	74.5									
Coordinator Assistant - CA										
<u>Meetings</u>		<u>Date</u>	<u>D</u>	<u>PC</u>	<u>OC</u>	<u>CA</u>	<u>Activity #</u>	<u>Output #</u>	<u>Outcome #</u>	<u>Extra Info.</u>
Youth and Families Steering	1/7/14	x					1	1	1 & 7	
PMP	1/23/14	x					4		4 & 5	
PTO - School	1/27/14	x					7	1 & 5	1	
Prevention Coalition	1/28/14	x	x	x						
PMP - DFC	1/30/14	x					4		4 & 5	
Budget Meeting - City	1/31/14	x								
<u>Events & Activities</u>		<u>Date</u>	<u># Youth</u>	<u># Adult</u>	<u>Total #</u>	<u>IWF</u>	<u>Activity #</u>	<u>Output #</u>	<u>Outcome #</u>	<u>Extra Info.</u>
Inside Carter Lake	1/1/14			1520			All	All	All	
Teen Scene	1/1/14	300		300			6	3	1 & 6	
Teen Scene Jr.	1/1/14	51		51			6	3	1 & 6	
Open Gym - Youth	1/3/14	10	2	12			6.2	3	1, 5 & 6	School Gym
CL Leaders In Action	1/9/14	2	2	4			6.1	3	1, 5 & 6	
Game Day	1/10/14	15	2	17			6.2	3	1, 5 & 6	
CL Leaders In Training	1/13/14	18	2	20			6.1	3	1, 5 & 6	
Cooking Class - PK - 1st	1/14/14	41	2	43	x		7.1	4	1	
Game Day	1/17/14	14	2	16			6.2	3	1, 5 & 6	

License Application (BC0029965)

Applicant

Name of Applicant:	<u>DOLGENCORP, LLC</u>		
Name of Business (DBA):	<u>Dollar General Store #9365</u>		
Address of Premises:	<u>3000 N 13TH ST</u>		
City: <u>Carter Lake</u>	County: <u>Pottawattamie</u>	Zip: <u>51510</u>	
Business Phone:	<u>(712) 347-5303</u>		
Mailing Address:	<u>100 Mission Ridge</u>		
City: <u>Goodlettsville</u>	State: <u>IN</u>	Zip: <u>37027</u>	

Contact Person

Name:	<u>Valerie James</u>		
Phone:	<u>(615) 855-5484</u>	Email Address:	<u>tax-beerandwinelicense@dollargeneral.com</u>

Classification: Class C Beer Permit (BC)

Term: 12 months

Effective Date: 03/27/2014

Expiration Date: 03/26/2015

Privileges:

Class B Wine Permit
Class C Beer Permit (BC)
Sunday Sales

Status of Business

BusinessType:	<u>Limited Liability Company</u>		
Corporate ID Number:	<u>370301</u>	Federal Employer ID #	<u>61-0852764</u>

Ownership

Dollar General Corporation

First Name: Dollar

Last Name: General Corporation

City: Goodlettsville

State: Tennessee

Zip: 37027

Position N/A

% of Ownership 100.00 %

U.S. Citizen

Lawrence Gatta

First Name: Lawrence

Last Name: Gatta

City: Brentwood

State: Tennessee

Zip: 37027

Position Non-Member Manager

% of Ownership 0.00 %

U.S. Citizen

Robert Stephenson

First Name: Robert

Last Name: Stephenson

City: Brentwood

State: Tennessee

Zip: 37027

Position Non-Member Manager

% of Ownership 0.00 %

U.S. Citizen

Insurance Company Information

Insurance Company:	
Policy Effective Date:	Policy Expiration Date:
Bond Effective Continuously:	Dram Cancel Date:
Outdoor Service Effective Date:	Outdoor Service Expiration Date:
Temp Transfer Effective Date:	Temp Transfer Expiration Date:

CITY OF CARTER LAKE

Building Inspector's Office

950 Locust Street

Carter Lake, Iowa 51510

Office (712) 847-0535 Fax (712) 347-5454

Date: 2/11/14

To: City Council

Re: Dollar General
3000 N 13th St

Dollar General, located at 3000 N 13th, Liquor License Inspection was done by Phil Newton and Barry Palmer on January 29, 2014. No violations OK to renew permit.

Barry Palmer/Building Inspector



CARTER LAKE POLICE

OFFICE OF CHIEF OF POLICE
950 E. Locust Street
Carter Lake, Iowa 51510
Ph. (712) 347-5920

February 4, 2014

To: Doreen Mowery City Clerk
From: Chief Kannedy
Subject: Inspections

Doreen,

Going over our files on the following businesses there seems to be no violations against or pending on any of the following:

Dollar General

Carter Lake Lounge
Holiday Inn Express
Improvement Club
Kwik Shop

The Jump Start failed an alcohol compliance check that was conducted last August. The clerk was cited for the sale and has taken the compliance class offered by the Resource Center in conjunction with the Police Department and passed. I sent the report to off to ABD and they advised that they would be assessing a fine for the sale to a minor (\$500).

This appears to be their 1st offense under this ownership, I not sure if the Council would like to pursue any further actions. We will be conducting future compliance and will be watching them closely.

Chief Kannedy

License Application (LC0024920)

Applicant

Name of Applicant:	<u>Charles Ryan, Inc.</u>		
Name of Business (DBA):	<u>Carter Lake Lounge</u>		
Address of Premises:	<u>1003 Locust</u>		
City:	<u>Carter Lake</u>	County:	<u>Pottawattamie</u> Zip: <u>51510000</u>
Business Phone:	<u>(712) 347-6282</u>		
Mailing Address:	<u>1003 Locust</u>		
City:	<u>Carter Lake</u>	State:	<u>IA</u> Zip: <u>51510</u>

Contact Person

Name:	<u>Charles Ryan</u>		
Phone:	<u>(712) 347-6282</u>	Email Address:	<u>ryan4737@cox.net</u>

Classification: Class C Liquor License (LC) (Commercial)

Term: 12 months

Effective Date: 03/16/2014

Expiration Date: 03/15/2015

Privileges:

Class C Liquor License (LC) (Commercial)
Outdoor Service
Sunday Sales

Status of Business

BusinessType:	<u>Privately Held Corporation</u>		
Corporate ID Number:	<u>156437</u>	Federal Employer ID #	<u>42-1384785</u>

Ownership

Charles Ryan

First Name: Charles

Last Name: Ryan

City:

State: Nebraska

Zip: 68110

Position Owner

% of Ownership 100.00 %

U.S. Citizen

Elsie Ryan

First Name: Elsie

Last Name: Ryan

City:

State: Nebraska

Zip: 68110

Position Spouse

% of Ownership 0.00 %

U.S. Citizen

Insurance Company Information

Insurance Company: Founders Insurance Company

Policy Effective Date:

Policy Expiration Date:

Bond Effective Continuously:

Dram Cancel Date:

Outdoor Service Effective Date:

Outdoor Service Expiration Date:

Temp Transfer Effective Date:

Temp Transfer Expiration Date:

CITY OF CARTER LAKE

Building Inspector's Office

950 Locust Street

Carter Lake, Iowa 51510

Office (712) 847-0535 Fax (712) 347-5454

Date: 2/11/14

To: City Council

Re: Carter Lake Lounge
1003 E Locust St

Carter Lake Lounge, located at 1003 E Locust St, Liquor License Inspection was done by Phil Newton and Barry Palmer on January 29, 2014. Re-inspection on February 11, 2014 showed repairs made to areas of concern. OK to renew permit.

Barry Palmer/Building Inspector



CARTER LAKE POLICE

OFFICE OF CHIEF OF POLICE
950 E. Locust Street
Carter Lake, Iowa 51510
Ph. (712) 347-5920

February 4, 2014

To: Doreen Mowery City Clerk
From: Chief Kannedy
Subject: Inspections

Doreen,

Going over our files on the following businesses there seems to be no violations against or pending on any of the following:

Dollar General
Carter Lake Lounge
Holiday Inn Express
Improvement Club
Kwik Shop

The Jump Start failed an alcohol compliance check that was conducted last August. The clerk was cited for the sale and has taken the compliance class offered by the Resource Center in conjunction with the Police Department and passed. I sent the report to off to ABD and they advised that they would be assessing a fine for the sale to a minor (\$500).

This appears to be their 1st offense under this ownership, I not sure if the Council would like to pursue any further actions. We will be conducting future compliance and will be watching them closely.

Chief Kannedy

License Application (BC0029329)

Applicant

Name of Applicant:	<u>CLH Jumpstart, LLC</u>		
Name of Business (DBA):	<u>CLH Jumpstart</u>		
Address of Premises:	<u>109 E. Locust St.</u>		
City:	<u>Carter Lake</u>	County:	<u>Pottawattamie</u> Zip: <u>51510</u>
Business Phone:	<u>(712) 847-0125</u>		
Mailing Address:	<u>109 E. Locust St.</u>		
City:	<u>Carter Lake</u>	State:	<u>IA</u> Zip: <u>51510</u>

Contact Person

Name:	<u>George Stewart</u>		
Phone:	<u>(402) 690-0172</u>	Email Address:	<u>sindystevens@msn.com</u>

Classification: Class C Beer Permit (BC)

Term: 12 months

Effective Date: 03/17/2014

Expiration Date: 03/16/2015

Privileges:

Class C Beer Permit (BC)

Sunday Sales

Status of Business

BusinessType:	<u>Limited Liability Company</u>		
Corporate ID Number:	<u>372125</u>	Federal Employer ID #	<u>26 3803326</u>

Ownership

Duane Menke

First Name: Duane

Last Name: Menke

City: Belleuve

State: Nebraska

Zip: 68005

Position Partner

% of Ownership 20.00 %

U.S. Citizen

George Stewart

First Name: George

Last Name: Stewart

City: Council bluffs

State: Iowa

Zip: 51503

Position Partner

% of Ownership 60.00 %

U.S. Citizen

Jill Evers

First Name: Jill

Last Name: Evers

City: Carter Lake

State: Iowa

Zip: 51510

Position Partner

% of Ownership 20.00 %

U.S. Citizen

Insurance Company Information

Insurance Company:	
Policy Effective Date:	Policy Expiration Date:
Bond Effective Continuously:	Dram Cancel Date:
Outdoor Service Effective Date:	Outdoor Service Expiration Date:
Temp Transfer Effective Date:	Temp Transfer Expiration Date:

CITY OF CARTER LAKE

Building Inspector's Office

950 Locust Street

Carter Lake, Iowa 51510

Office (712) 847-0535 Fax (712) 347-5454

Date: 2/11/2014

To: City Council

Re: Jump Start
109 E Locust St

Jump Start, located at 109 E. Locust, Liquor License Inspection was done by Phil Newton and Barry Palmer on January 29, 2014. Several items needed attention; all items have been brought up to code. OK to renew License.

Barry Palmer/Building Inspector



CARTER LAKE POLICE

OFFICE OF CHIEF OF POLICE
950 E. Locust Street
Carter Lake, Iowa 51510
Ph. (712) 347-5920

February 4, 2014

To: Doreen Mowery City Clerk
From: Chief Kannedy
Subject: Inspections

Doreen,

Going over our files on the following businesses there seems to be no violations against or pending on any of the following:

Dollar General
Carter Lake Lounge
Holiday Inn Express
Improvement Club
Kwik Shop

The Jump Start failed an alcohol compliance check that was conducted last August. The clerk was cited for the sale and has taken the compliance class offered by the Resource Center in conjunction with the Police Department and passed. I sent the report to off to ABD and they advised that they would be assessing a fine for the sale to a minor (\$500).

This appears to be their 1st offense under this ownership, I not sure if the Council would like to pursue any further actions. We will be conducting future compliance and will be watching them closely.

Chief Kannedy

License Application (BW0093130)

Applicant

Name of Applicant:	<u>SAR Associates, LLC</u>		
Name of Business (DBA):	<u>Holiday Inn Express & Suites</u>		
Address of Premises:	<u>2510 Abbott Plaza</u>		
City: <u>Carter Lake</u>	County: <u>Pottawattamie</u>	Zip: <u>51510</u>	
Business Phone:	<u>(402) 505-4900</u>		
Mailing Address:	<u>2510 Abbott Plaza</u>		
City: <u>Carter Lake</u>	State: <u>IA</u>	Zip: <u>51510</u>	

Contact Person

Name:	<u>Jagmohan Desai</u>		
Phone:	<u>(402) 884-6400</u>	Email Address:	<u>sdesai847@cox.net</u>

Classification: Special Class C Liquor License (BW) (Beer/Wine)

Term: 12 months

Effective Date: 03/15/2014

Expiration Date: 03/14/2015

Privileges:

Special Class C Liquor License (BW) (Beer/Wine)

Status of Business

BusinessType:	<u>Limited Liability Company</u>		
Corporate ID Number:	<u>330592</u>	Federal Employer ID #	<u>83-0337792</u>

Ownership

Jagmohan Desai

First Name: Jagmohan

Last Name: Desai

City: Omaha

State: Nebraska

Zip: 68130

Position Partner

% of Ownership 55.00 %

U.S. Citizen

Insurance Company Information

Insurance Company:	<u>Scottsdale Insurance Company</u>		
Policy Effective Date:	<u>03/15/2014</u>	Policy Expiration Date:	<u>03/15/2015</u>
Bond Effective Continuously:		Dram Cancel Date:	
Outdoor Service Effective Date:		Outdoor Service Expiration Date:	
Temp Transfer Effective Date:		Temp Transfer Expiration Date:	

CITY OF CARTER LAKE

Building Inspector's Office

950 Locust Street

Carter Lake, Iowa 51510

Office (712) 847-0535 Fax (712) 347-5454

Date: 2/11/14

To: City Council

Re: Holiday Inn Express
2501 Abbott Plz

Holiday Inn Express, located at 2501 Abbott Plz, Liquor License Inspection was done by Phil Newton and Barry Palmer on January 29, 2014. Re-inspection on February 14, 2013 showed repairs made to areas of concern. OK to renew permit. 2 Exit lights have been repaired, 2 emergency lights have been repaired, lockouts on disconnects in place, and electrical panel areas cleared.
OK to renew permit

Barry Palmer/Building Inspector



CARTER LAKE POLICE

OFFICE OF CHIEF OF POLICE
950 E. Locust Street
Carter Lake, Iowa 51510
Ph. (712) 347-5920

February 4, 2014

To: Doreen Mowery City Clerk
From: Chief Kannedy
Subject: Inspections

Doreen,

Going over our files on the following businesses there seems to be no violations against or pending on any of the following:

Dollar General
Carter Lake Lounge
Holiday Inn Express
Improvement Club
Kwik Shop

The Jump Start failed an alcohol compliance check that was conducted last August. The clerk was cited for the sale and has taken the compliance class offered by the Resource Center in conjunction with the Police Department and passed. I sent the report to off to ABD and they advised that they would be assessing a fine for the sale to a minor (\$500).

This appears to be their 1st offense under this ownership, I not sure if the Council would like to pursue any further actions. We will be conducting future compliance and will be watching them closely.

Chief Kannedy

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

Name: Jerry + Tammy Johnson

Address: 1910 Lagoon Dr
Carter Lake IA

Phone: 402-250-3537

Meeting Date Requested: 2-17-14

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

Or Fax to: 712-347-5454

Or Email to:
Doreen.Mowery@carterlake-ia.gov

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

Storm water fee

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:  **Date:** 1-27-14

For Office Use Only:

Date received in Clerk's office: _____

Received by: _____

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

Name: Bill Dahlheimer
Address: 700 Carter Lake Club
Carter Lake IA
51510
Phone: _____
Meeting Date Requested: Febr. 17

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

Or Fax to: 712-347-5454

Or Email to:
Doreen.Mowery@carterlake-ia.gov

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

Discussion and sharing of ideas, regarding
Storm WATER Fee, on monthly utility bill!

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: W.G. Dahlheimer **Date:** 2-12-14

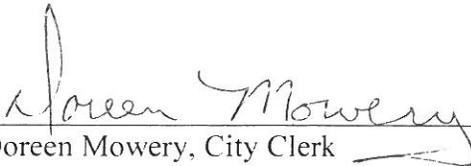
For Office Use Only:

Date received in Clerk's office: _____

Received by: _____

NOTICE TO BIDDERS

THE CITY OF CARTER LAKE, IOWA is accepting bids for a wrecker service. Successful bidder must be available for call 24 hours a day and have the ability to tow, or haul vehicles that are not towable. Contractor must have a secured storage lot for safekeeping and storage. Bid applications may be obtained from the office of the City Clerk, 950 Locust Street, Carter Lake, Iowa 51510. Sealed bids will be accepted in the office of the City Clerk no later than 4:00 P.M., Friday, Feb. 14, 2014. Bids will be opened during the City Council Meeting on Monday, Feb. 17, 2014 at 7:00 P.M.


Doreen Mowery, City Clerk

BID SHEET FOR TOWING CONTRACT

Bid for Towing:

Automobile \$ _____

¾ Ton Truck \$ _____

City Vehicles \$ _____

Bid for Jump Starts:

City Vehicles \$ _____

Bid for Tire Changes:

City Vehicles \$ _____

Bid for Storage Fees:

Daily Storage Fee \$ _____

Will you furnish all personnel, supervision, materials, equipment, labor and all other necessary items to provide vehicular towing in accordance with the statutes of the State of Iowa?

_____ Yes _____ No

Will you provide 24-hour service?

_____ Yes _____ No

What is your estimated response time to a call for service?

Do you currently have the necessary equipment to tow or carry any automobile or ¾ ton truck?

_____ Yes _____ No

Have you enclosed a Certificate of Insurance for the following coverages?

_____ Yes _____ No

Garage Liability to be in the amount of \$500,000.00 combined single limit liability,

garage keeper's legal liability to be at a minimum of \$25,000.00 with a deductible no greater for the contract than \$250.00.

Worker's Compensation – Statutory limits must include broad form all states endorsement.

Does your equipment pass all State and DOT requirements?

_____ Yes _____ No

Do you have your own storage/tow lot?

_____ Yes _____ No

If yes, is it secured?

_____ Yes _____ No

Would you be ready to assume the contract on Aug. 1, 2012?

_____ Yes _____ No

Bid Submitted By:

Name of Company

Address of Company

Signature of Owner

Phone: _____ Work: _____

Home: _____

All bids must be submitted to the City Clerk no later than 4:00 P.M., Friday, Feb. 14, 2014.

Bids will be opened at 7:00 P.M, Monday, Feb. 17, 2014.

CERTIFICATE ON NON-DISCRIMINATION AND EQUAL OPPORTUNITY
INSTRUCTIONS

This certification is required pursuant to Executive Order 11246, as amended. The implementing rules and regulations provide that any prospective Contractor, or any of their proposed subcontractors, shall state as an initial part of the negotiations of the contract whether it has participated in any previous contract or subcontract subject to the equal opportunity clause; and, if so, whether it has filed all compliance reports due under applicable instruction.

CERTIFICATION BY PROSPECTIVE CONTRACTOR

Prospective Contractor's Name: _____

Address: _____

Prospective contractor has participated in a previous contract or subcontract subjected to the equal opportunity clause: Yes _____ No _____

Compliance reports were required to be filed in connection with such contract or subcontract: Yes _____ No _____

Prospective contractor has filed all compliance reports required by Executive Orders 10925, 11114, 11246, as amended, or by regulations of the Equal Employment Opportunity Commission pursuant to Title VII of the Civil Rights Act of 1964: Yes _____ No _____

If answering no in any of the above, please explain on the reverse side of this Certification.

CERTIFICATION: The information above is true and complete to the best of my knowledge and belief.

EQUAL OPPORTUNITY OFFICER
(Signature)

Date

CONTRACT BETWEEN
CITY OF CARTER LAKE
AND _____

THIS IS AN AGREEMENT between the City of Carter Lake (hereinafter referred to as City), 950 Locust St., Carter Lake, Iowa 51510 and _____ (hereinafter referred to as Contractor), for the towing and storing of vehicles for the City of Carter Lake under the following terms and conditions:

1.00 SCOPE OF WORK:

1.10 The Contractor shall furnish all personnel, supervision, materials, equipment and secured storage service in accordance with the provisions of this Contract Document, the statutes of the State of Iowa and the ordinances of the City of Carter Lake, Iowa.

1.20 Nothing contained in these terms and conditions shall be construed as creating any contractual relationship between any subcontractor and the City. The Contractor shall be fully responsible to the City for the acts and omissions of any and all subcontractors.

2.00 SERVICES PROVIDED:

2.10 Contractor shall tow in and store at his secured storage facility, any vehicle taken into custody by any officer of the Carter Lake Police Department, as requested by any member of the Carter Lake Police Department and to impound same under the direction of the Carter Lake Police Department.

2.20 Contractor shall provide towing service on a twenty-four (24) hour, seven day a week basis.

2.30 Contractor shall have qualified trained towing personnel on duty and available for service on a twenty-four (24) hour basis. Contractor shall provide personnel in attendance at the secured storage yard locations and shall provide Police access to said storage yard locations for purposes of investigation on a twenty-four (24) hour basis. Contractor shall maintain reasonable daily business hours, five days a week, to enable the public to obtain the release of vehicles towed to or stored within the Contractor's storage yards.

2.40 Contractor shall provide a weekly report to the Chief of the Carter Lake Police Department or his designees of the vehicles towed in, and/or held in storage under the terms of the Contract. Contractor shall maintain written books of account and records as may be prescribed by the Chief of Police in order to accurately account for all vehicles, transactions, funds and money related by the Contract. Contractor shall maintain these records of services provided to the City for a period of three years.

2.50 Contractor shall provide timely notices in accordance with Iowa Code 321.89 (3) (a) (2003) to all persons who have had their vehicles towed.

2.60 Contractor shall provide towing services for city passenger vehicles, evidentiary vehicles, and police vehicles free of charge, up to four (4) vehicles per year, to the City of Carter Lake.

2.70 Contractor shall be required to remove or clean up all debris caused by an accident in which said Contractor has been notified by a member of the Carter Lake Police Department for services needed in accordance with this Contract.

2.80 Contractor's secured storage yards shall be the site of periodic public auctions conducted pursuant to state law. The dates and hours of such public auctions shall be designated by the Police Chief, or his designee. Contractor shall provide assistance in this activity, including, but not limited to:

- (a) Aligning vehicles to facilitate the auction.
- (b) Marking, numbering or otherwise identifying the vehicles subject to auction.
- (c) Allowing inspection of vehicles prior to sale at such times designated by the Chief of Police or his designee.

2.90 RESPONSE TIME:

The maximum response time for an initial call for service shall be thirty (30) minutes. Contractor shall guarantee a response time of sixty (60) minutes for calls for service requiring the concurrent use of two (2) wreckers.

3.00 NO TOW RUN:

Contractor shall provide a "no tow run" service fee for which they will charge the lesser fee of \$_____ for calls received by the Contractor Monday through Friday from 8 a.m. to 5 p.m. Contractor may charge his regular fee of \$_____ for calls received after normal business hours. A "no tow run" occurs when the contractor is called to a location by the Police and prior to hookup, is informed by the Police that a tow will not be required. The no tow fee shall be paid by the vehicle owner. The contractor shall be responsible for collecting no tow fees from the vehicle owner.

4.00 Contractor shall only release personal property contained in vehicles impounded at the direction of the Carter Lake Police Department to parties authorized by said department to receive said property prior to the release of the impounded vehicle. Written permission may be provided by fax.

5.00 SECURED STORAGE YARDS AND BUILDINGS:

5.10 Contractor shall provide an enclosed, secure storage space for all vehicles held by the Carter Lake Police Department in Carter Lake or within _____ miles of Carter Lake.

5.20 Contractor shall provide the appropriate signage for the lot. Signage shall make lot readily noticeable by the public as tow contractor for City of Carter Lake.

5.30 Storage areas shall be in compliance with all applicable codes by the effective date of said contract.

5.40 The Contractor designates the following storage facilities for use by the City of Carter Lake.

Address	Type	Capacity in Passenger Car Spaces
----------------	-------------	---

5.50 The above-described facilities shall be available for inspection by the City.

6.00 EQUIPMENT:

6.10 At the date that the contract becomes effective, the Contractor must have the following equipment, which he shall verify ownership of or show proof of a long term lease extending through the completion date of this contract:

- (a) one (1) large wrecker (24,000 GVW)
- (b) one (1) flatbed truck

7.00 OFFICE:

Contractor shall maintain an office or such other facility through which he may be contacted by telephone on a twenty-four (24) hour basis.

8.00 POINT OF CONTACT:

All dealings, contacts, or notices required by the Contract between the Contractor and the City shall be directed by the Contractor to the City of Carter Lake c/o City Clerk, 950 Locust St., Carter Lake, Iowa 51510 and by the City to the Contractor, _____ . Any change in agent, address and telephone number shall be reported by the parties in writing within three (3) days of any such change.

9.00 TERMMINATION OR CANCELLATION OF CONTRACT:

The City reserves the right to cancel or terminate the Contract without cause and at its sole discretion by (30) days written notice to the Contractor. Contractor shall have forty-five (45) days from the 30th day of notice that the Contractor may collect as consideration for the towing and storage of notice period to completely dispose of all the vehicles he has towed and stored in the City's storage facility. No other fees or payments shall be due to the Contractor.

10.00 The services identified in this Contract shall commence at 12:00 noon, Central Standard Time, on _____ and shall terminate at 12:00 noon, Central Standard Time, on _____ unless otherwise specified in the form of Contract, or unless the same shall be sooner terminated in accordance with any other term of the Contact.

10.10 The above-mentioned term of this Agreement may be renewed indefinitely on a yearly basis at the sole option of the City.

10.20 In the event of termination or cancellation, under the terms of the Contract, the Contractor shall keep and store any and all vehicles which shall have been towed onto or upon his premises under the terms of the Agreement until such time as said vehicles may be or shall have been released to the owners thereof or otherwise disposed of as provided by law. Contractor shall fully and completely perform all the covenants and conditions imposed upon him by the terms of this Contract with respect to such vehicles, until such times as they have been disposed of as referred to herein.

11.00 INSURANCE/INDEMNIFICATION

The Contractor shall carry as a minimum the insurance coverage listed below, and shall furnish adequate proof thereof in the form of Certificates of Insurance to the City listing the City as an additional insured as follows:

COVERAGE

LIMITS OF LIABILITY

Garage Liability with Garage Keeper's
Legal liability

Garage Liability to be in the amount of
\$500,000.00 combined single limit liability.
Garage keeper's legal liability to be at a
Minimum of \$25,000.00 with a deductible
No greater for the contract than \$250.00.

Worker's Compensation

Statutory limits must include broad form
All states endorsement.

All insurance shall be by insurers acceptable to the City and, before commencement of work hereunder, Contractor agrees to furnish the City with Certificates of Insurance or evidence satisfactory to the City to the effect that such insurance has been procured and is still in force. In the event that this contract is extended, the Contractor will provide the City with proof of liability insurance once every twelve (12) month period. Said policies shall require a thirty (30) day notice to the City prior to cancellation.

Contractor agrees to procure garage keepers insurance coverage prior to the execution of this contract.

Contractor shall further indemnify, agree and guarantee to defend and save the City harmless from any and all claims for damages, attorney fees and costs, arising from Contractors acts or omissions, including but not limited to acts or omissions alleged to have been sustained by the owners of vehicles impounded under the provisions of this Contract, and from the claims of any other person or persons for property claimed to have been damaged or lost by reason of the impoundment of any such vehicle, while the same are in possession of an under the control of the Contractor.

12.00 TERMINATION OR CANCELLATION OF CONTRACT:

The City reserves the right to cancel or terminate the Contract without cause and at its sole discretion by thirty (30) days written notice to the Contractor. Contractor shall have forty-five (45) days from the 30th day of notice that The Contractor may collect as consideration for the towing and storage of notice period to completely dispose of all the vehicles he has towed and stored in the City's storage facility. No other fees or payments shall be due contractor.

13.00 CONSIDERATION AND PAYMENT:

13.10 The Contractor may collect as consideration for the towing and storage of vehicles under the terms and conditions of the Contract such towing charges and storage fees as are provided in subsection 13.30 below. Said charges are to be paid by the owner, or his authorized representative, when said vehicle is authorized to be released by the City of Carter Lake Police Department or shall be paid by the City in the event such vehicle is not claimed by the owner or his authorized representative and is otherwise disposed of according to law.

13.20 The Contractor shall receive as additional compensation a reasonable amount for additional services performed for, and reasonably related to, the vehicle recovery and towing services required under this Contract. Any claim for additional compensation must receive the approval of the Chief of Police prior to the services being rendered.

13.30 The Contractor shall perform the services, duties and obligations as set forth in this Agreement in exchange for the following remuneration:

	TOWING (Charges and Fees Including Debris Cleaning)	DAILY STORAGE
Passenger Cars and ½ Ton Trucks	_____	_____
¾-1 Ton Straight Trucks	_____	_____
Straight Trucks over 1 Ton	_____	_____
Semi-Tractor Trailers	_____	_____
Motorcycles	_____	_____
Farm Tractors	_____	_____
Motor Homes	_____	_____
Buses	_____	_____

NO TOW RUN

Flat fee for all vehicles:

During normal working hours	_____
After normal work hours	_____

14.00 EQUAL OPPORTUNITY:

Contractor shall execute and file the nondiscrimination and equal opportunity statement accompanying this agreement.

15.00 CONTRACT ADMINISTRATION:

Performance under this specification shall be at all times subject to the discretion, revisions and regulations of the Chief of the Carter Lake Police Department. Failure to obey any reasonable order or regulation shall constitute a breach of contract by the Contractor.

16.00 APPLICABLE LAW:

The laws of the State of Iowa and ordinances of the City of Carter Lake, Iowa, as it may be from time to time amended, shall apply for the purpose of this Contract.

IN WITNESS WHEREOF, the parties have executed this agreement on the _____
day of _____ 20 ____.

CONTRACTOR

BY: _____

Address: _____

PHONE: _____

CITY OF CARTER LAKE

BY: _____

Gerald Waltrip, Mayor
950 Locust Street
Carter Lake, Iowa 51510
(712)347-6320

ATTEST:

Doreen Mowery, City Clerk

Bid Sheets for Towing

Feb. 5, 2014

Mailed to:

All Action Towing
1021 S. 17th St.
Council Bluffs, IA 51501

A-O discount Towing
1405 6th Ave.
Council Bluffs, IA 51501

A.S.C. Towing
2517 N. 8th St.
Council Bluffs, IA 51503

Atherton Automotive Service
2900 W. Broadway
Council Bluffs, IA 51501

Bob's Towing
1317 W. Broadway
Council Bluffs, IA 51501

Cook's Towing
1516 Ave. C
Council Bluffs, IA 51503

Dave Lyon Repair
130 4th St.
P.O. Box 163
Underwood, IA 51576

Don's Automotive
2025 W. Broadway
Council Bluffs, IA 51510

Dundee Tow Co.
P.O. Box 4182
Omaha, NE 68104

Heartland Towing Inc.
6328 Grover St.
Omaha, NE 68106

Jay B Garage & Towing
2726 N. Broadway
Council Bluffs, IA 51503

Jeff's Towing
3115 10th Ave.
Council Bluffs, IA 51501

Luke's Towing
6135 Holmes St.
Omaha, NE 68117

Neff Towing
4315 S. 50th St.
Omaha, NE

Richter Towing & Recovery
3629 Richland Dr.
Council Bluffs, IA 51501

Tow Biz Towing
1530 10th Ave.
Council Bluffs, IA 51501

RESOLUTION NO. _____

WHEREAS, the City of Carter Lake, Iowa has adopted ordinances allowing for charges for water, storm water, sewer and garbage utilities; and

WHEREAS, the ordinances allow for recovering costs for the services plus administrative fees as set out by ordinance; and

WHEREAS, it has been determined that tax liens will be assessed against the property that has received the services, in the event the property owners fail to pay for said services and administrative fees; and

WHEREAS, services have been provided to the properties listed and bills have been render to the property owner; and

WHEREAS, the bills remain outstanding;

NOW THEREFORE BE IT RESOLVED that liens be assessed against the properties listed for the amounts determined

(SEE ATTACHMENT A)

BE IT FURTHER RESOLVED that the outstanding amounts be liened and collectible as follows:

\$150 or less – current tax collection (1year to pay) – no interest

\$151 to \$500 – spread out over 3 years – 5% interest

\$501 to \$1500 – spread out over 5 years – 7% interest

\$1501 and above – spread out over 10 years – 9% interest

Passed and approved this 17th day of Feb. 2014.

Gerald Waltrip, Mayor

ATTEST:

Doreen Mowery, City Clerk

RESOLUTION NO. _____

WHEREAS, the City of Carter Lake, Iowa has adopted ordinances allowing for charges for snow removal; and

WHEREAS, the ordinances allow for recovering costs for the services plus administrative fees as set out by ordinance; and

WHEREAS, it has been determined that tax liens will be assessed against the property that has received the services, in the event the property owners fail to pay for said services and administrative fees; and

WHEREAS, services have been provided to the properties listed and bills have been render to the property owner; and

WHEREAS, the bills remain outstanding;

NOW THEREFORE BE IT RESOLVED that liens be assessed against the properties listed for the amounts determined

(SEE ATTACHMENT A)

BE IT FURTHER RESOLVED that the outstanding amounts be liened and collectible as follows:

\$150 or less – current tax collection (1year to pay) – no interest

\$151 to \$500 – spread out over 3 years – 5% interest

\$501 to \$1500 – spread out over 5 years – 7% interest

\$1501 and above – spread out over 10 years – 9% interest

Passed and approved this 17th day of Feb. 2014.

Gerald Waltrip, Mayor

ATTEST:

Doreen Mowery, City Clerk

RESOLUTION NO. _____

WHEREAS, the City of Carter Lake, Iowa has adopted ordinances allowing for charges for snow and weed removal; and

WHEREAS, the ordinances allow for recovering costs for the services plus administrative fees as set out by ordinance; and

WHEREAS, it has been determined that some of the outstanding balances are un-collectible and that liens cannot be assessed against property that has received the services; and

NOW THEREFORE BE IT RESOLVED that the following amounts be written off as un-collectable:

(SEE ATTACHMENT A)

Passed and approved this 17th day of Feb., 2014.

Gerald Waltrip, Mayor

ATTEST:

Doreen Mowery, City Clerk

RESOLUTION NO. _____

WHEREAS, the City of Carter Lake, Iowa has adopted ordinances allowing for charges for water, sewer, storm water and garbage utilities; and

WHEREAS, the ordinances allow for recovering costs for the services plus administrative fees as set out by ordinance; and

WHEREAS, it has been determined that some of the outstanding balances are un-collectible and that liens cannot be assessed against property that has received the services; and

NOW THEREFORE BE IT RESOLVED that the following amounts be written off as un-collectable:

(SEE ATTACHMENT A)

Passed and approved this 17th day of Feb. 2014.

Gerald Waltrip, Mayor

ATTEST:

Doreen Mowery, City Clerk

RESOLUTION NO. _____

WHEREAS, the City of Carter Lake, Iowa, has declared by resolution and designation by ordinance an area of the City of Carter Lake, Iowa, as meeting the criteria for an Urban Revitalization Area, authorized by Chapter 404 of the Code of Iowa; and

WHEREAS, the City Council has approved an Urban Revitalization Plan for the Area; and,

WHEREAS, the property is located within the Carter Lake Urban Revitalization Area, as legally described on the attached application; and,

WHEREAS, the proposed improvements would be in conformance with the approved plan; and,

WHEREAS, Richard & Erica Steinspring, Jr. owners of record, requests prior approval for eligibility for tax exemption for the proposed improvements as indicated on the attached application.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CARTER LAKE, IOWA:

THAT, the City Council hereby approve the request for prior approval for eligibility for tax exemption for the proposed improvements as indicated on the attached application; and

BE IT FURTHER RESOLVED:

THAT, such prior approval shall not entitle the owner to exemption from taxation until the owner apply for exemption on improvements in the year the improvements, partial or complete, are first assessed for taxation.

PASSED AND APPROVED THIS 17th DAY OF February, 2014..

Gerald Waltrip, Mayor

ATTEST:

Doreen Mowery, City Clerk

EXHIBIT 6

APPLICATION FOR EXEMPTION
CARTER LAKE URBAN REVITALIZATION AREA
(Remodeling, Renovation & Additions)
(Residential Property)

Please type or Print

APPLICANT (Owner of Record) Richard and Erica Steinspring Jr
ADDRESS 1515 Cedar St CITY Carter Lake STATE IA
Name of other Owners of Record (if any) n/a

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

Address: 1515 Cedar Street
Legal Description: Neptune Place

CURRENT PROPERTY VALUE (from assessor's records):
Land: \$ 17,000 Buildings \$ 9,500

TYPE OF IMPROVEMENTS (check one):

New Construction
 Addition to Existing Structure
 Renovation/Remodeling of Existing Structure

ESTIMATED COST OF IMPROVEMENTS: \$ 197,700
Date Started: 12/1/12 Date Completed: 1/15/14

TAX EXEMPTION:

Residential - 100% tax exemption on the value added by the improvements for a period of three (3) years. (Minimum value of improvement must be 15% of the assessed value of the real estate prior to the improvements being made)

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. (2nd Floor, Pottawattamie County Courthouse, 227 South 6th Street, Council Bluffs, Iowa 51503)

ATTACHMENT TO EXHIBIT 6

A. BUILDER'S COST BREAKDOWN

ARCHITECT	2,000
SURVEY	0
EXCAVATING AND GRADING	5,000
MASON MATERIAL	0
LABOR	0
CONCRETE (BSMT, WALKS, DRIVE)	40,000
ORNAMENTAL	0
CARPENTER LABOR, LUMBER, HARDWARE	50,000
PAINTING AND DECORATING	3,000
ROOFING	9,000
HEATING AND AIR CONDITIONING	18,000
PLUMBING (INCLUDING SEWERS)	13,000
TILE, wood, carpet	14,000
ELECTRICAL	5,000
INSULATION	4,500
DRY WALL	10,000
GLASS (windows)	5,000
BUILDING PERMITS	5,300
INSURANCE	500
CONSTRUCTION LOAN FEE AND INTEREST	5,200
TITLE EXPENSE	1,200
SALE EXPENSE	0
ADVERTISING	0
MISCELLANEOUS - Sod & sprinkler	7,000
OVERHEAD AND PROFIT	0

TOTAL BUILDING COST	\$ 197,700
PURCHASE PRICE OF LAND	\$ 15,000
TOTAL (LAND PLUS IMPROVEMENT COST)	\$ 212,700

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

~~Concrete, foundation, excavating~~
framing, drywall, electrical, all finish work, siding, roofing

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 29 day of Jan, 1996. 2014

Notary Public or City Clerk

Ulca Steinspritz
Owner's Name

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 Applicant's knowledge and belief. Verification may be obtained from any source named herein.

Signature of Applicant: [Signature]
Date Signed: 1/29/14

CITY COUNCIL ACTION:

_____ Approved (Resolution No. _____) Date: _____

_____ Disapproved.

Reason for disapproval: _____

COUNTY ASSESSOR ACTION:

_____ Reviewed and Approved Date: _____

Assessed valuation of improvements: \$ _____

_____ Reviewed and Disapproved

Reason for disapproval: _____

Notification sent to applicant of determination.
Date: _____

RESOLUTION NO. _____

WHEREAS, it is necessary to job descriptions for employees of the City of Carter Lake, Iowa; and

WHEREAS, job descriptions are to be periodically updated; and

WHEREAS, the Library Board has recently updated and adopted job descriptions for all library employees;

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Carter Lake, Iowa:

That we do hereby approve and place on file the Library job descriptions as submitted by the Library Board.

Passed and approved this 17th day of February 2014.

Gerald Waltrip, Mayor

ATTEST:

Doreen Mowery – City Clerk

**EDWARD F. OWEN MEMORIAL LIBRARY
JOB DESCRIPTION**

JOB TITLE: Library Director

DEPARTMENT: Library

IMMEDIATE SUPERVISOR: Library Board

NATURE OF WORK: Shall possess required skill, abilities and knowledge of principles and practices of modern library administration. Thorough knowledge of books and authors and of the selection of books and other appropriate library materials; ability to plan, develop and coordinate activities, programs and services of a municipal public library; must have the ability to supervise library personnel, both paid and volunteer; must be able to establish and maintain an effective working relationship with the Library Board, City Departments, the City Council and with the public; must be able to efficiently and effectively administrate the library; must have the ability to communicate ideas in both oral and written form.

EDUCATION STANDARDS: High School diploma or G.E.D., college degree or courses as it relates to Library Science, two years of more of library experience with certification required after two years of hire. Knowledgeable in business and office practices to include clerical and computer work. Ability to work with the public is essential.

RESPONSIBILITIES OF POSITION: Plans and directs the development of new library services and programs. Supervises all paid and volunteer staff and sets work schedules. Maintains all phases of criteria to maintain accreditation; Coordinates the library public relations activities to include announcements about programs and activities. Promotes usage of library services at any public functions. Responsible for the selection and purchase of materials for addition to the library collection; purchases materials necessary for the running of the library and pays bills in a timely manner with the Library Board's approval; maintains certification as required by the State Library by attending continuing education classes and conferences; works with the Library Board to prepare a proposed annual budget for the City Council; coordinates with the Iowa Regional Libraries and other agencies for services. Attends all Library Board meetings and attends City Council meetings as requested. Assists patrons of the library when requesting information or services. Recruits volunteers to assist with library programs and activities. Maintains library files and records as required by law. Prepares the Library Board agenda and maintains a record of the proceedings of each meeting. Prepares reports for the Library Board, City Council and State Library or other reports required by law. Is responsible for the daily operation and running of the library; including providing reference assistance to library patrons, compiling daily, monthly and yearly statistical reports, checking in and out, shelving books, cataloging all library materials and yearly weeding of materials. Maintains a petty cash fund; and collects monies for fines and services such as copies, computer printouts, faxes and laminating. Provides notary services.

The Library Director is hired by the Library Board and is evaluated for merit review by the Library Board. The Library Director position is a full time salaried position.

This form is used to provide a general description of job duties. It is not intended to be used as a training device or to define the limits of job duties performed by the employee.

**EDWARD F. OWEN MEMORIAL LIBRARY
JOB DESCRIPTION**

JOB TITLE: Programming Coordinator

DEPARTMENT: Library

IMMEDIATE SUPERVISOR: Library Board

NATURE OF WORK: Library Program Coordinator position is responsible for coordinating specialized library programs for Children, Young Adult and Adult Services. Responsible for identifying patron needs, developing, maintaining, and promoting library services to targeted populations and planning events within budget parameters. Create and implement a regular schedule of programs and events for the library, averaging 20 – 30 programs per month.

EDUCATION STANDARDS: High School diploma and continuing education hours in programming, supervisory, and teaching experience strongly preferred. Public service experience required.

RESPONSIBILITIES OF POSITION: Lead several programs each month, including obtaining and preparing all necessary materials. Maintain a host of ongoing programs while introducing new programs and special events that respond to patron and community demand. Coordinate programs to work into library initiatives including but not limited to pre-school, school age, teen, young adult, adult, and senior objectives, and community events. Set-up and clean-up program space, assist presenter(s), and ensure that both presenter and patrons have a pleasant experience. Assess programs by keeping a record of attendance and providing a monthly statistical report to the Library Director. Attend State Library of Iowa sponsored online continuing education classes relevant to programming. Keep current with library and programming trends. Additional duties as required for circulation of library materials, providing reference assistance to patrons, compiling daily reports, collecting fines and monies for library services, and notifying patrons on overdue materials by phone and by mail.

The Programming Coordinator is hired by the Library Director and is evaluated for merit by the Library Board. The Programming Coordinator is a full time hourly paid position.

This form is used to provide a general description of job duties. It is not intended to be used as a training device or to define the limits of job duties performed by the employee.

EDWARD F. OWEN MEMORIAL LIBRARY
JOB DESCRIPTION

JOB TITLE: Social Media /Office Assistant

DEPARTMENT: Library

IMMEDIATE SUPERVISOR: Library Board

NATURE OF WORK: Shall possess strong project management and organizational skills. In-depth knowledge and understanding of social media platforms and how they can be relevant to the library. Ability to effectively communicate information and ideas in written and verbal format. Knowledge of office operating systems, proper telephone etiquette and knowledge of office equipment.

EDUCATION STANDARDS: High School diploma or G.E.D., Must be proficient in office and computer skills, social networking sites including Facebook, Twitter, website posting, and internet navigation.

RESPONSIBILITIES OF POSITION: Monitor and update all social media library programs. Measure, analyze, review and report on the effectiveness of social media responses and usage. Monitor and apply trends in social media tools and applications. Submit marketing materials to media outlets, writing press releases and preparing in-house publicity information about programs. Monitor and respond to patron posts. Attend State of Iowa Library sponsored online continuing education classes related to social media and website technology. Additional duties as required for circulation of library materials, providing reference assistance to patrons, collecting fines and monies for library services, checking materials in and out, shelving books, and compiling daily statistical reports.

The Social Media Manager is hired by the Library Board and is evaluated for merit by the Library Board. The Social Media Manager is a full time hourly paid position.

This form is used to provide a general description of job duties. It is not intended to be used as a training device or to define the limits of job duties performed by the employee.

**EDWARD F. OWEN MEMORIAL LIBRARY
JOB DESCRIPTION**

JOB TITLE: Janitor

DEPARTMENT: Library

IMMEDIATE SUPERVISOR: Library Director

NATURE OF WORK: Shall possess required skills and abilities to be able to clean and maintain the Library. Should be able to work well with others and with a minimum amount of supervision; and should be self-motivated. Must be able to lift, push and pull cleaning equipment if necessary for proper building maintenance.

EDUCATION STANDARDS: High School diploma or G.E.D., prefer experience in janitorial service helpful but not necessary.

FUNCTIONS OF POSITION: Provides all janitorial services at the Library. Services will include but are not limited to emptying trash receptacles, clean and disinfect all bathroom and multi-purpose room fixtures, replace towels, toilet tissue, soap, and sanitizers as necessary, vacuuming, dusting, sweeping, moping, and window cleaning. May also be asked to perform other janitorial duties as requested by the Library Director.

The janitor position is hired by the Library Director and is evaluated for merit by the Library Director. The Janitor position is a part time hourly paid position.

This form is used to provide a general description of job duties. It is not intended to be used as a training device or to define the limits of job duties performed by the employee.