

City of Carlos

109 1st Street West

P.O. Box 276

Carlos, MN 56319



City Clerks Report for May 2025

- 1) Meters were read on 4/30/2025, bills were sent out on 5/6/2025, which also included the Dog License Fee(s). I also include a request for Updated Rabies Vaccination(s) from multiple residents, updated tracking spreadsheet and will be mailing out new tags.
 - a. Disconnect notices were sent on 4/25/2025 with a deadline of May 9th for water shut off.
 - b. Working with Eldorado/Intuity (Utility Bill Pay Portal) with a goal of having this setup for our resident to begin using for the 6/6/2025 water bills.
- 2) Provided Carlos Fire Department with a Reconciliation/Balance sheet for their 5/5/2025
- 3) Complete Reconciliation/Balance sheets for January, February and March – which brings current
- 4) I received a call from a lady that fell at the Event Center on 4/12/2025. She is requesting that we consider adding railing to the sidewalk, so this does not happen to anyone else.
- 5) Taking on online training May 19th (10-12) which is hosted by MN Revenue to learn more about Withholding Tax Employer Responsibilities
- 6) United Way Traveling Tree House program is working on scheduling their summer locations, would it be okay for them to use the Carlos City Park again this year? This program runs Tuesdays from 10:45am – 12:00pm.
- 7) I would like to confirm with the group if Domain Name Services is a valid company for Web services. We received an Expiration Notice that if we don't renew our domain name which could result in loss of your online identity. (with all the scams out there, I wanted to verify before renewing).
- 8) Melissa from District 206 – Community Ed called regarding our pledge to their program. Does anyone recall discussing this at the January or February meeting?
- 9) I would like to discuss the possibility of getting a standing desk, again as it is important to me to have this option throughout the day. I have provided a few more options. I did notice that we budgeted \$3500 for 2025 in Capital Outlay: Office Equipment and Furnishings.