City of Carroll

112 E. 5th Street Carroll, Iowa 51401-2799 (712) 792-1000 FAX: (712) 792-0139

MEMO TO: Mike Pogge-Weaver, City Manager MIP-W

FROM: Laura A. Schaefer, Finance Director/City Clerk

DATE: January 14, 2021

SUBJECT: Outside Agencies FY 22 Funding Requests

The City has received funding requests for FY 2022 from all the outside agencies the city supported in FY 2021. The following agencies requested the same amount as they requested in FY 2021:

- Region XII taxi program - $16,025
- Carroll Area Child Care Center and Preschool - $17,000
- RVSP - $9,500
- Foster Grandparent Program - $3,000
- Carroll County Community of Concern Food Pantry - $5,450
- New Opportunities - $10,920
- Animal Rescue of Carroll - $5,000
- Historical Preservation Commission - $500
- Region XII Housing Trust - $2,000
- Carroll Area Development Corporation - $77,250
- Carroll Chamber of Commerce Tourism Marketing - $22,000 (decrease from $30,000)

These following agencies have requested an increase from FY 2021:

- Airport Commission – Please refer to page 92 (Tab G – General Fund operating budget of $226,000) and page 24 (Tab C – airport capital projects).

A discussion of the above outside agencies' requests is scheduled for the first work session on January 18, 2021. If Council wishes to have any representatives from these agencies discuss their request further, we will schedule for a presentation either at the January 20 or January 27 budget work session.

A copy of the outside agencies' request letters only has been included with this memo.

REGION XII
COUNCIL OF GOVERNMENTS

November 5, 2020

Laura Schaefer, City Clerk
City of Carroll
627 North Adams Street
Carroll, IA 51401

Dear Ms. Schaefer:

Region XII Council of Governments, through its' public transit operating arm, Western Iowa Transit, is in the process of putting together transit funding for FY 2022.

We are requesting that the City of Carroll continue their strong support for the transit services that are provided for the senior citizens and people with disabilities by the two cab companies currently contracting with Region XII in Carroll, Iowa. We are asking for the City of Carroll to contribute $18,525.00 to help support these services by subsidizing the cost of a cab ticket. $2,500.00 of that amount would be to help the city fund time spent by city employees in selling tickets at the city desk. The total cash outlay by the city to Western Iowa Transit would be $16,025.00. This amount is the same request we submitted last year. **All funds provided by the City of Carroll are allocated to the cost of cab services in Carroll. Only those tickets sold to senior citizens or people with disabilities are subsidized with city funds. Showing a financial need is not required.** During FY 20, approximately 350 senior citizens and people with disabilities were served by the three cab companies in Carroll.

In fiscal year 2020, local cab companies provided 9,000 rides to senior citizens and people with disabilities in the City of Carroll. There is currently one cab company in Carroll that is partnering with Region XII in this project.

Thank you very much for your past support of this project and consideration to continue that support. Please contact me for any further information.

Sincerely,

Matt Cleveland
Transit Director
Region XII COG

1009 EAST ANTHONY STREET, PO BOX 768 ● CARROLL, IA 51401 ● (712) 792-9914 ● FAX (712) 792-1751 ● www.region12cog.org

CARROLL AREA CHID CARE CENTER & PRESCHOOL

113 West 7th Street • Carroll, Iowa 51401
Phone 712-792-1375 • Fax 712-792-1815

December 1, 2020

City of Carroll
112 E 5th St
Carroll, IA 51401

Dear Members of the Carroll City Council:

We are writing on behalf of the Carroll Area Child Area Care Center and Preschool. We understand that you generously give to us, each year, a portion of the city's money. Because our center runs on an extremely tight budget, we are writing to ask for funds for the new fiscal year.

The Carroll Area Child Area Care Center and Preschool is a non-profit, 501(c)(3) organization. We opened our doors to Carroll's children in 1975. Our main site is state licensed for 168 children. The school age/preschool site is state licensed for 45 children. We currently serve more than 85 families and 137 children in the Carroll area. We offer our services for children 2 weeks to 10 years; our hours of operation are 6:00 a.m. to 6:00 p.m. All children are served a nutritious breakfast, lunch and snack and age appropriate educational activities are provided on a daily basis. We currently employ 36 staff, most of who make between $9 and $11 an hour. It is extremely hard for us to find quality employees to work at the wage we can give them with very little benefits.

We strongly believe the Carroll Area Child Care Center and Preschool is a vital part of the growing Carroll community. Many changes have occurred over the years but the one thing that has remained the same is the center's commitment to providing quality care to children in the Carroll area. Quality early learning environments impact children's health, well-being and future academic success. Furthermore, access to affordable, reliable, high quality child care can help increase work availability for parents, limiting situations in which parents must choose between their work and their family. Throughout the COVID 19 Pandemic the center has gone out of its way to ensure that families could rely on our services. CACCCP provides care to children of 166 employees working for over 100 Carroll County Businesses. In the past we have been given $17,000.00 from the City. This year we are asking the City to again consider setting aside $17,000.00 for our center.
We would use these additional funds, along with our tuition increase, to cover a pay increase for our dedicated employees, and provide the staff with high quality early childhood trainings that take place in center.

Our mission is to help support the children of our surrounding community and continue our priority of giving the best care to all children in a safe, enriching environment. With your assistance, we can continue to do this. Any amount of contribution will be greatly appreciated.

We would like to thank you for helping support the children of the Carroll Community. All of your time and consideration is greatly appreciated.

We hope that the attached information is sufficient. If you need any additional records or information, please let us know and we will provide it immediately

Sincerely,

Nikki Heuton
Executive Director

Keely Fara
On-Site Director

RSVP
Lead With Experience
514 N Court St, Suite 2
Carroll IA 51401
712-792-4212
crsvp@hotmail.com

November 9, 2020

Honorable Mayor and Carroll City Council Members
City of Carroll
112 East 5th St
Carroll IA 51401

Dear Honorable Mayor and Carroll City Council Members:

We would like to start by thanking you for your past support of RSVP and Foster Grandparent Program. On behalf of the agencies, we are submitting a level funding request of $9,500 for RSVP and $3,000 for FGP totaling $12,500. The financial support from the City of Carroll helps meet the required local match money for the federal grant dollars. This funding assists the staff in implementing projects, recruiting and placing volunteers, recognizing volunteers and identifying community needs.

Sincerely,

Stacy Venteicher
RSVP Director

THE COMMUNITY OF CONCERN, INC.
322 West 3rd
Carroll, Iowa 51401
(712) 792-5150

Roxanne Reinart, Director

November 30, 2020

To: City Of Carroll
From: Community Of Concern
Subject: Carroll County Community Of Concern Food Pantry.

Dear Members:

We appreciate the many year of support the city has given to our agency to help us serve Carroll citizens. We have received food supplies and monitory donations to purchase food supplies this year as things have been much different. Things have been harder to find and individuals have not gathered in places that usually have drives for us as often. We also need funding for our rent and our administration expenses. The money we receive from the city would go to help cover our rent cost.

We are requesting funding consideration for our agency for the coming fiscal year. This year we would like to request $5450.00. This request is to help cover some of the cost of our rent in our currant location. Our yearly rent in that location in $11,640.00 . This expense has a big impact on our nonprofit agency.

The Community Of Concern Food Pantry provides food for any house hold regardless of income in Carroll County in an emergency situation. We also serve the homeless.

We have attached the information requested about our services. We will be happy to meet in person with the City Council to discuss our budget needs. We thank you for your consideration of our consideration of our request and for your support in the past years.

Sincerely,

Roxanne Reinart, Director
The Community of Concern, Inc.

NEW OPPORTUNITIES
HELPING PEOPLE. CHANGING LIVES.

WWW.NEWOPP.ORG
23751 HWY 30, E. PO BOX 427, CARROLL, IA 51401

November 24, 2020

Mayor and City Council Members
City of Carroll
627 N. Adams Street
Carroll, IA 51401

Dear Mayor and City Council Members:

New Opportunities, Inc., continues to provide a wide array of human services to the low-income and elderly in the city of Carroll. We thank you for your continued support of the Carroll County Family Development Center and the Substance Abuse Treatment and Prevention Programs and ask that you include New Opportunities, Inc., in your new year's budget in the amount of $10,920, **which reflects the same amount of support you provided this past year.**

The Carroll County Family Development Center is located at 23751 HWY 30 E., in Carroll. This is the point of contact for low-income residents that need our services, or the assistance of other organizations, but are unsure of how to access those services. During Fiscal Year 2020, the Carroll County Family Development Center provided services to 1,128 city of Carroll residents, comprising 502 households.

The Substance Abuse Treatment and Prevention Center is located at 23751 HWY 30, E., in Carroll. This past fiscal year, the Treatment department provided Intensive Outpatient Programs, Extended Outpatient Programs, and Continuing Care Programs to 173 individuals from Carroll County (data not available for city). The Prevention Department had a reach touching more than 3,000 individuals from the city of Carroll.

To support our request, the following information is attached:

- Attachment 1 – Statement of Purpose and Description of Services
- Attachment 2 – Proof of not-for-profit status
- Attachment 3 – List of Board of Directors; no Board Members are employees of this organization.
- Attachment 4 – Fiscal Year 2019 Annual Audit. The Fiscal Year 2020 audit is in process. A copy will be provided to the city of Carroll upon completion.

- Attachment 5 – A budget is attached that shows the sources and amounts of funds that support the services to the people of Carroll. Income and expenses are detailed in this budget. The Prevention and Treatment budgets reflect a multi county service area for these programs.
- Attachment 6 –While New Opportunities, Inc., provides services to residents of Audubon, Calhoun, Carroll, Dallas, Greene, Guthrie, and Sac counties, Attachment 6 is a chart of the demographics of the people served from the city of Carroll through the Carroll County Family Development Center. The budget sheet, Attachment 5, shows the sources of contribution we receive to support the Carroll County Family Development Center. Most funds allow us to support anyone who comes into the center, but if funds are given and to be used for a specific population, like the residents of the city of Carroll, we will assure that the funds are used to the donor's specifications. Various programs require us to document or verify household income. We adhere to all funder's policies regarding proof of income. There are also some funding sources that ask us to take a declaration of income. Again, we follow the policies of our funders.

  The Carroll County Family Development Center is open from 8:30AM to 4:30PM Monday through Friday. Access to information about the services of the organization goes through New Opportunities reception desk, which is staffed from 8:00AM to 5:30PM Monday through Wednesday, 8:00AM to 8:00PM on Thursday, and 8:00AM to 4:30PM on Friday.

Again, we thank you for your continued support of the New Opportunities, Inc.'s services offered to the residents of the city of Carroll.

Sincerely,

Chad A. Jensen

Chad Jensen, MA, LMSW
CEO

Animal Rescue of Carroll

Mailing Address: P.O. Box 393
Carroll, Iowa 51401
Phone: 712-790-9116
Email: animalrescueofcarroll@yahoo.com
Website: www.animalrescueofcarroll.org

December 23, 2020

Mayor Jensen and City Council
City Hall
627 N Adams
Carroll, IA 51401

RE: Animal Rescue of Carroll, Inc.

Dear Mayor and Council:

On behalf of the Board of Directors, we respectfully ask the City Council to consider Animal Rescue of Carroll again for a charitable/non-profit donation. We are grateful for your 2020-2021 donation of $5,000 and would request the same for 2021-2022.

Your donation would be applied to our expenses associated with our caring for dogs and cats until they are adopted. Roughly two-thirds of our annual budget is spent on necessary veterinary care, services, medical vaccines and supplies, food, bedding and building utilities.

For perspective, in 2016 we adopted out 186 pets. In 2020, to date, we have facilitated over 300 adoptions. Our new shelter facility has allowed us to accommodate more pets and with our efficiencies and effective dog and cat room coordinators and volunteers we have found adopted homes for most of our pets.

Our present animal population is 75 cats and 9 dogs. The proper caring for these pets is a 24/7 365 job and we have multiple volunteers working throughout the building every day of the year.

Pursuant to your request we have attached the following:

- Mission Statement
- History and description of services
- Tax exempt status
- Board of Directors
- Current budget (2020-2021)

Thank you for your consideration and if you have any questions, please feel free to contact me or any Board member.

Sincerely,

Sammi Elliott

Sammi Elliott
Shelter Director

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Council of Governments Housing, Inc

1009 East Anthony Street, PO Box 768 Carroll Iowa 51401
Phone: (712) 792-9914 Fax: (712) 792-1751

November 24, 2020

Mr. Mike Pogge-Weaver
City of Carroll
627 N. Adams St.
Carroll, IA 51401

Dear Mr. Pogge-Weaver:

COG Housing, Inc. is the state-recognized Housing Trust Fund for west central Iowa. Trust funds exist statewide to assist in the expansion and preservation of housing opportunities for low and very low income families and individuals in the region. COG Housing, Inc. is a non-profit corporation sponsored and staffed by Region XII COG, your local planning agency with 25 years' experience in delivering housing programs. The COG Housing service territory includes all rural and urban areas in Audubon, Carroll, Crawford, Greene, Guthrie, and Sac Counties.

COG Housing, Inc. receives funding annually from the State of Iowa's Local Housing Trust Fund Program. For 2022, COG Housing, Inc. anticipates approximately $250,000 will be the funding amount. While this award is significant, HTF program funds require a **25% local match.** The Boards of Supervisors in Audubon, Carroll, Crawford, Greene, Guthrie and Sac Counties each contribute $5,000 annually to the HTF. Regionally, banks contribute an average of $5,500 annually towards the HTF program.

As, HTF funds decrease and the need for local matching funds increase (as types of acceptable match are redefined), I respectfully request that the City of Carroll support the COG Housing Trust Fund in FY 2022 with a contribution of $2,000. Please know that any contribution for this program will be appreciated and beneficial for the continued operation of the HTF.

The trust fund provides funds to projects across the region, with many projects completed in Charter Oak since it began in 2003. While the location of projects varies each year, the map included in the enclosed summary depicts the location of COG Housing's projects over the last three years.

As part of your participation, you will be identified as a COG Housing contributor in all of our HTF articles and other applicable publications. If you have any questions or desire someone to visit the council at a meeting, please contact me at 712-775-7811 or via email at cwhitaker@region12cog.org. Thank you for your consideration.

Sincerely,

Chris Whitaker
Local Assistance Director

December 1, 2020

Dr. Eric Jensen, Mayor
City of Carroll
City Hall
Carroll, IA 51401

Dear Mayor Jensen,

The purpose of this letter is to ask the City of Carroll to consider funding for Carroll Area Development Corporation in the amount of $77,250 for the City's fiscal year ending 2022.

CADC appreciates its partnership with the City of Carroll. In 2020, as the pandemic created new challenges to overcome, the City and CADC found strength in partnership to bring service to the business community. Together we have realized economic success on many fronts, but there is a great deal of work to be done in the coming year. The City's ongoing support of CADC provides for a consistent assistance to existing industry, site and building development and promotion, and marketing of Carroll to companies looking to expand or relocate.

We have provided in the enclosed packet the required forms as requested by the City for non-governmental agencies seeking funding. We look forward to answering any questions you or the council members may have regarding economic development efforts in Carroll and Carroll County, as well as initiatives underway. In the meantime, should you have any questions, please contact me.

Sincerely,

Jim Auen

Jim Auen
President

#ChooseCarroll

Carroll Chamber of Commerce
Accomplish More Together

November 27, 2020

Mayor Jensen and the Carroll City Council
City of Carroll
City Hall
Carroll, Iowa 51401

Dear Mayor Jensen and Carroll City Council,

This letter is intended to assist you during your budget planning process for fiscal year 2022. The Carroll Chamber of Commerce anticipates continued funding from the hotel/motel tax revenue receipts to support our tourism marketing efforts, which continues to make meaningful contributions in our community. The Chamber proposes the Carroll City Council budget $22,000 to be used exclusively for funding the Chamber's tourism promotion efforts in the City's FY 2022.

This Coronavirus situation has changed our lives. Tourism is among the hardest hit across the nation and we've been in constant contact with our partners and organizations across the state on new trends in tourism during this pandemic. We have continued to participate in virtual trainings and opportunities and will continue to do so until this is over.

We are encouraged by the ability of our businesses to pivot and find a way to stay open and follow safety guidelines to keep our community safe. Our campgrounds and trails were full this summer and fall and we appreciate the avenues to promote those opportunities for our families and visitors. We appreciate your support of our local attractions and businesses.

This year, the Carroll Chamber upgraded its website, which features an appealing new design and easier navigation with quick access to resources and registration for events. The new site is more user-friendly for visitors so that they can efficiently access all of our organization's resources. It was built as a platform for growth, and plays a pivotal role in attracting and engaging our target audience. As a result, more people and businesses will be educated on the opportunities available in the Carroll area, which enhances the local community and economy.

The Chamber worked with ICAN (Iowa Cable Advertising Network), a Western Iowa Networks partner, to create a digital marketing campaign as retailers and restaurants got back to business after the pandemic forced closures. The campaign included display ads and commercials featuring local businesses that invited visitors to experience Carroll. The Chamber also places tourism marketing ads with state-wide reach in the Iowa Travel Guide, the Iowan, and Our Iowa magazines.

We continue to coordinate our marketing efforts with the Iowa Tourism Office allowing Carroll visibility on websites and social media both locally and state-wide. The Chamber Facebook page has over 2,600 likes with an average monthly reach of nearly 14,000. Additionally, since COVID-19 has impacted the community, the Chamber's Facebook page has seen an average daily reach of over 1,700. The Chamber Facebook page has

#ChooseCarroll

been used for promotion of businesses, the community and much more.

While a number of our events for 2020 were cancelled due to the pandemic, the Chamber was able to successfully hold the Carroll Hoops youth basketball tournament in February and Monster Dash 5K fun run in October. The hoops tournament drew 70 teams, 700 players and over 1,800 fans to Carroll for a weekend. With the city's support, your Carroll Chamber will be better equipped to actively promote our community and attract visitors who will utilize our hotels and motels, spend their time dining in our restaurants, shopping in our retail stores, and experiencing our event opportunities.

These requested city funds allow the Chamber to promote tourism from around the state, market our family-oriented events, and the numerous recreational activities found in Carroll, from our Municipal Golf Course and Aquatic Center, to our 33-mile multi-use Sauk Rail Trail.

We do need the support of the city in order to deliver our tourism marketing efforts. Whether the needs are networking, marketing, community outreach, or advocacy, the Carroll Chamber is your partner for success. We truly appreciate your past contributions and look forward to your continuing support.

Thank you,

Ashley T. Schable

Ashley T. Schable
Program Director
Carroll Chamber of Commerce