



## **City Council Meeting**

**Monday, November 10, 2025 at 5:15 pm**

### **LOCATION OF MEETING:**

City Hall Council Chambers, 627 N. Adams Street, Carroll, Iowa 51401

### **NOTICE**

In addition to attending the meeting in person, the public can watch the meeting live from the City's Cable Access Channel CAAT6 available on Western Iowa Network and Mediacom or on the City's YouTube channel by going to: <https://www.youtube.com/CityofCarrollIowa> If you choose to watch live on YouTube you are encouraged to subscribe to the City's YouTube channel so you can access the meeting live when it starts. CAAT6 and YouTube meeting feeds are a view only option and you will not be able to participate in the meeting via CAAT6 or YouTube.

### **AGENDA**

**1. Pledge of Allegiance**

**2. Roll Call**

**3. Consent Agenda**

**a. Approval of Minutes of the October 27, 2025 Meeting**

**b. Approval of Bills and Claims**

**c. Licenses and Permits:**

- Renewal of Class "B" Retail Alcohol License - *Kimmes Carroll Country Store #2*

**4. Oral Requests and Communications from the Audience**

Members of the public wishing to address the Council for items not on the agenda are asked to approach the podium and wait to be recognized. After recognition, the person shall state their name and address for the record. Statement or questions are limited to five (5) minutes.

**5. Ordinances**

**a. Carroll Municipal Golf Course Fees and Charges - Second Reading**

- Consideration of Waiving Third Reading

Also see item 6.a - [October 27, 2025](#) - Carroll Municipal Golf Course Fees and Charges

**6. Resolutions**

- a. **Cemetery Fees and Charges Resolution**
- b. **Resolution Setting a Public Hearing on the Adoption of the 2021 Building Codes**
- c. **Biokinometrics Holdings LLC and DMBA Properties & Consulting, Inc.**
  - Annual Tax Increment Finance Appropriations Resolution for FY 2027
- d. **704 Development Corp.**
  - Annual Tax Increment Finance Appropriations Resolution for FY 2027
- e. **Brian J. Wendl, Holly A. Wendl, Jason R. Atherton and Karen M. Atherton (Hoyt Mansion)**
  - Annual Tax Increment Finance Appropriations Resolution for FY 2027
- f. **Echo Urban Renewal Plan**
  - Resolution Authorizing or Confirming Advancement of Costs for Urban Renewal Projects and Authorizing Certification of Expenses Incurred by the City for Payment Under Iowa Code Section 403.19

Also see item 8.d – [May 13, 2024](#) – Echo Urban Renewal Plan and Development Agreement - Resolution Approving an Engagement Agreement  
 and item 7.b – [July 22, 2024](#) – Echo Urban Renewal Plan - Resolution determining the necessity and setting dates of a consultation and a public hearing on a proposed Echo Urban Renewal Plan for a proposed Urban Renewal Area in the City of Carroll, State of Iowa  
 and item 7.a – [August 26, 2024](#) – Echo Urban Renewal Plan - Public hearing and adopting the Echo Urban Renewal Plan and 1st Reading of the TIF Ordinance  
 and item 7.b – [August 26, 2024](#) – Echo Urban Renewal Plan - Development Agreement - Public hearing and resolution approving a Development Agreement with QRS Investments, L.L.C.  
 and item 5.a - [September 9, 2024](#) – Echo Urban Renewal Plan - TIF Ordinance Adoption

- g. **Utility Bills Mailing Options**
- h. **Downtown Assessment Report Recommendation**
  - Carroll Downtown Pocket Park Scope of Services Proposal

See also item 9.a - [April 22, 2024](#) - Downtown Assessment Report Recommendations

## **7. Reports**

- a. **Water Tanker Fire Truck**
  - Change Order No. 2

Also see item 8.f - [August 12, 2024](#) - Water Tanker Fire Truck Purchase

- b. Bid Opening Report - Bandshell Shell Structure Repair
  - c. State Annual Financial Report for Fiscal Year 2024 - 2025
  - d. Annual Urban Renewal Report for Fiscal year 2024 - 2025
  - e. City Street Finance Report for Fiscal Year 2024 - 2025
- 8. Committee Reports (Informational Only)
  - 9. Comments from the Mayor
  - 10. Comments from the City Council
  - 11. Comments from the City Manager
  - 12. Adjourn
    - November Meetings:
      - \* Airport Commission – November 10, 2025 – Airport Terminal Building - 21177 Quail Ave
      - ~~\* Planning and Zoning Commission – November 12, 2025 – City Hall – 627 N Adams St~~
      - \* Library Board of Trustees – November 17, 2025 – Carroll Public Library – 118 E 5th St
      - \* City Council – November 24, 2025 – City Hall – 627 N Adams St

**[www.cityofcarroll.com](http://www.cityofcarroll.com)**

*The City of Carroll will make every attempt to accommodate the needs of persons with disabilities, please notify us at least three business days in advance when possible at 712-792-1000, should special accommodations be required.*

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| Agenda published on 11/06/2025 at 12:30 PM

COUNCIL MEETING

OCTOBER 27, 2025

(Please note these are draft minutes and may be amended by Council before final approval.)

The Carroll City Council met in regular session on this date at 5:15 p.m. in the Council Chambers, City Hall, 627 N. Adams Street. Council Members present: Jason Atherton, Kyle Bauer, Tom Bordenaro, LaVern Dirkx, JJ Schreck and Carolyn Siemann. Absent: None. Mayor Jerry Fleshner presided.

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The Pledge of Allegiance was led by the City Council. No Council action taken.

\* \* \* \* \*

New Library Program Specialist Luke Mattingly was introduced to Council. No Council action taken.

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It was moved by Bordenaro, seconded by Atherton, to approve the following items on the consent agenda: a) minutes of the October 13, 2025 meeting, as written; b) bills and claims in the amount of \$407,791.45; and c) Licenses and Permits: New 5-day Special Class "C" Retail Alcohol License – *Hy-Vee (Family Resource Center Giving Gala at Windstar Lines on November 6, 2025)*, d) the purchase of a bed knife sharpener for the Golf Course from Van Wall in the amount of \$22,766.00 and to sell the current bed knife sharpener through local source bidding or GovDeals.com; and e) the purchase of two (2) True Apex Ellipticals from Push-Pedal-Pull at their proposal price of \$12,263.00. On roll call, all present voted aye. Nays: None. Abstain: None. Absent: None. Motion carried 6-0.

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There were no oral requests or communications from the audience.

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It was moved by Atherton, seconded by Bordenaro, to approve the first reading of an ordinance amending the Carroll Municipal Golf Course Fees and Charges. On roll call, all present voted aye. Nays: None. Abstain: None. Absent: None. Motion approved 6-0.

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It was moved by Bordenaro, seconded by Schreck, to approve Resolution No. 25-56, Golf Course Manager Lease and Management Agreement. On roll call, all present voted aye. Nays: None. Abstain: None. Absent: None. Motion carried 6-0.

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It was moved by Bordenaro, seconded by Atherton, to adjourn at 5:24 p.m. On roll call, all present voted aye. Nays: None. Abstain: None. Absent: None. Motion carried 6-0.



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Gerald H. Fleshner, Mayor

ATTEST:

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Laura A. Schaefer, City Clerk



Carroll, IA

# COUNCIL CLAIMS 11/10/2025

By Vendor Name

Payment Dates 10/28/2025 - 11/10/2025

| Payable Number                                         | Description (Item)              | Payment Number | Payment Date | Amount            |
|--------------------------------------------------------|---------------------------------|----------------|--------------|-------------------|
| <b>Vendor: 004008 - AARON KOOIKER</b>                  |                                 |                |              |                   |
| INV0002610                                             | ICMA NATIONAL CONFERENCE        |                |              | 1,777.84          |
| <b>Vendor 004008 - AARON KOOIKER Total:</b>            |                                 |                |              | <b>1,777.84</b>   |
| <b>Vendor: 001704 - ACCO</b>                           |                                 |                |              |                   |
| 0257405-IN                                             | RC - POOL/SPA CHEMICALS         |                |              | 1,758.00          |
| 0257418-IN                                             | RC - TESTING REAGENTS           |                |              | 93.73             |
| <b>Vendor 001704 - ACCO Total:</b>                     |                                 |                |              | <b>1,851.73</b>   |
| <b>Vendor: 001621 - ACE HARDWARE</b>                   |                                 |                |              |                   |
| 332510                                                 | RC - HACKSAW                    |                |              | 25.99             |
| 332530                                                 | RC - PVC PIPE, EXTENSION CO...  |                |              | 55.95             |
| 332571                                                 | THEATER - PAINT                 |                |              | 30.99             |
| 332632                                                 | RC - SPA CHEMICALS, PVC FITT... |                |              | 64.93             |
| 332652                                                 | RC - KITCHEN UPGRADE            |                |              | 45.97             |
| 332657                                                 | RC - KITCHEN - SINK REPLACE...  |                |              | 63.95             |
| 332678                                                 | RC - FAUCET INSTALLATION C...   |                |              | 46.99             |
| 332688                                                 | PARKS - FLUSH LEVER, FAUCET...  |                |              | 28.96             |
| 332695                                                 | RC - KITCHEN - SINK REPLACE...  |                |              | 120.92            |
| 332704                                                 | RC - FAUCET PARTS               |                |              | 9.99              |
| 332705                                                 | RC - FAUCET PARTS               |                |              | 29.99             |
| 332717                                                 | RC - FAUCET PARTS               |                |              | 19.99             |
| 332727                                                 | RCC - POOL - DEFOAMER           |                |              | 38.97             |
| 332758                                                 | RC - WIRE & NUTS & BOLTS        |                |              | 5.41              |
| 332790                                                 | RC - CHANNEL WIRE               |                |              | 15.98             |
| 332822                                                 | RC - DISHWASHER REPAIRS         |                |              | 20.00             |
| 332845                                                 | RC- PULL CHAINS FOR FANS        |                |              | 11.98             |
| 332865                                                 | RC - SHELVING - THEATER         |                |              | 23.97             |
| <b>Vendor 001621 - ACE HARDWARE Total:</b>             |                                 |                |              | <b>660.93</b>     |
| <b>Vendor: 002370 - ARNOLD MOTOR SUPPLY</b>            |                                 |                |              |                   |
| 07NV169284                                             | GC - FUSES                      |                |              | 4.24              |
| 07NV169567                                             | RUT - CHIPPER FUSES             |                |              | 3.60              |
| 07NV169661                                             | RUT - #32 FILTERS               |                |              | 45.87             |
| <b>Vendor 002370 - ARNOLD MOTOR SUPPLY Total:</b>      |                                 |                |              | <b>53.71</b>      |
| <b>Vendor: 036404 - BLUE RIBBON BUILDERS LLC</b>       |                                 |                |              |                   |
| INV0002612                                             | WWTP - DIGESTER & VLR AIR P..   |                |              | 102,409.53        |
| <b>Vendor 036404 - BLUE RIBBON BUILDERS LLC Total:</b> |                                 |                |              | <b>102,409.53</b> |
| <b>Vendor: 003515 - BOMGAARS</b>                       |                                 |                |              |                   |
| 21605356                                               | CEMETERY - LANDSCAPE FABR...    |                |              | 45.46             |
| 21607172                                               | WWTP - WEED KILLER              |                |              | 70.97             |
| 21610040                                               | AC - PLUGS, SAWZALL BLADES...   |                |              | 52.71             |
| 21610114                                               | CEMETERY - DRILL BIT, METAL...  |                |              | 117.77            |
| 21610406                                               | RUT - #27 SPRAY PAINT           |                |              | 97.86             |
| 21611387                                               | GC - LUBRICANT, SIMPLE GRE...   |                |              | 34.97             |
| 21611459                                               | AC - FASTENERS                  |                |              | 17.45             |
| 21611793                                               | GARAGE - DRIVE SET & UTILITY..  |                |              | 52.46             |
| 21611894                                               | WWTP - LED LIGHT BULBS          |                |              | 37.98             |
| 21611972                                               | WWTP - LIGHT BULBS              |                |              | 10.99             |
| 21611996                                               | FD - RESCUE 7 TOOLS             |                |              | 104.02            |
| <b>Vendor 003515 - BOMGAARS Total:</b>                 |                                 |                |              | <b>642.64</b>     |
| <b>Vendor: 003670 - BRIGGS INC OF OMAHA</b>            |                                 |                |              |                   |
| 2442135-00                                             | AC - LIFT STATION CHECKED &...  |                |              | 1,575.41          |
| <b>Vendor 003670 - BRIGGS INC OF OMAHA Total:</b>      |                                 |                |              | <b>1,575.41</b>   |

## COUNCIL CLAIMS 11/10/2025

Payment Dates: 10/28/2025 - 11/10/2025

| Payable Number                                                 | Description (Item)             | Payment Number | Payment Date | Amount           |
|----------------------------------------------------------------|--------------------------------|----------------|--------------|------------------|
| <b>Vendor: 003693 - BRUNER &amp; BRUNER</b>                    |                                |                |              |                  |
| 5356                                                           | PARK & RECREATION              |                |              | 51.00            |
| 5357                                                           | POLICE/MAGISTRATE              |                |              | 782.00           |
| 5358                                                           | NUISANCE 12TH & GRANT RD       |                |              | 68.00            |
| 5358                                                           | ZONING & SUBDIVISON            |                |              | 561.00           |
| 5359                                                           | PARKS/RECREATION               |                |              | 340.00           |
| <b>Vendor 003693 - BRUNER &amp; BRUNER Total:</b>              |                                |                |              | <b>1,802.00</b>  |
| <b>Vendor: 003791 - CAPITAL ONE</b>                            |                                |                |              |                  |
| 00213                                                          | PD - KITCHEN SOAP              | 135257         | 11/06/2025   | 15.29            |
| 00241                                                          | PD - TRAIL CAM                 | 135257         | 11/06/2025   | 97.96            |
| 00557                                                          | RC - MONITOR AND KEYBOARD      | 135257         | 11/06/2025   | 100.48           |
| 00640                                                          | WTP - CLEANING SUPPLIES        | 135257         | 11/06/2025   | 175.33           |
| 00758                                                          | GARAGE - GARBAGE BAGS & K...   | 135257         | 11/06/2025   | 36.12            |
| 01109                                                          | RC - AIR FRESHENER             | 135257         | 11/06/2025   | 19.96            |
| 02242                                                          | WTP - CLEANING SUPPLIES        | 135257         | 11/06/2025   | -215.61          |
| 08884                                                          | LIBRARY - SLIDE LOCKS RETUR... | 135257         | 11/06/2025   | -28.62           |
| 09325                                                          | GARAGE - BUG FOGGER, GAR...    | 135257         | 11/06/2025   | 41.81            |
| <b>Vendor 003791 - CAPITAL ONE Total:</b>                      |                                |                |              | <b>242.72</b>    |
| <b>Vendor: 004138 - CAPITAL SANITARY SUPPLY</b>                |                                |                |              |                  |
| R082538                                                        | RC - BOWL CLEANER              |                |              | 20.67            |
| <b>Vendor 004138 - CAPITAL SANITARY SUPPLY Total:</b>          |                                |                |              | <b>20.67</b>     |
| <b>Vendor: 004155 - CARROLL COUNTY</b>                         |                                |                |              |                  |
| INV0002609                                                     | PD - GASOLINE                  |                |              | 1,528.41         |
| INV0002609                                                     | FD - GASOLINE                  |                |              | 110.08           |
| INV0002609                                                     | BLDG - GASOLINE                |                |              | 65.42            |
| INV0002609                                                     | PW ADMIN - GASOLINE            |                |              | 134.98           |
| INV0002609                                                     | PARKS - GASOLINE               |                |              | 131.23           |
| INV0002609                                                     | RC - GASOLINE                  |                |              | 122.75           |
| INV0002609                                                     | CEMETERY - GASOLINE            |                |              | 62.40            |
| INV0002609                                                     | FIN - GASOLINE                 |                |              | 32.81            |
| INV0002609                                                     | PW - GASOLINE                  |                |              | 1,777.03         |
| INV0002609                                                     | WATER - GASOLINE               |                |              | 498.10           |
| INV0002609                                                     | WWTP - GASOLINE                |                |              | 553.87           |
| <b>Vendor 004155 - CARROLL COUNTY Total:</b>                   |                                |                |              | <b>5,017.08</b>  |
| <b>Vendor: 004200 - CARROLL LUMBER</b>                         |                                |                |              |                  |
| 457622                                                         | CBD - SIDEWALK CAULK           |                |              | 232.87           |
| <b>Vendor 004200 - CARROLL LUMBER Total:</b>                   |                                |                |              | <b>232.87</b>    |
| <b>Vendor: 002977 - CARROLL REFUSE SERVICE</b>                 |                                |                |              |                  |
| INV0002602                                                     | OCT TRASH COLLECTIONS          | 135252         | 11/05/2025   | 16,382.30        |
| <b>Vendor 002977 - CARROLL REFUSE SERVICE Total:</b>           |                                |                |              | <b>16,382.30</b> |
| <b>Vendor: 004237 - CARROLL VETERINARY CLINIC</b>              |                                |                |              |                  |
| INV0002598                                                     | PD - DECEMBER DOG CARE C...    |                |              | 650.00           |
| <b>Vendor 004237 - CARROLL VETERINARY CLINIC Total:</b>        |                                |                |              | <b>650.00</b>    |
| <b>Vendor: 002681 - CONSOLIDATED FLEET SERVICES INC.</b>       |                                |                |              |                  |
| 2025IM0174                                                     | FD - TOWER 8 INSPECTION        |                |              | 1,295.00         |
| <b>Vendor 002681 - CONSOLIDATED FLEET SERVICES INC. Total:</b> |                                |                |              | <b>1,295.00</b>  |
| <b>Vendor: 003145 - CORE AND MAIN LP</b>                       |                                |                |              |                  |
| INV0022500                                                     | WTP - CHEMICAL METERING ...    |                |              | 1,704.76         |
| <b>Vendor 003145 - CORE AND MAIN LP Total:</b>                 |                                |                |              | <b>1,704.76</b>  |
| <b>Vendor: 036453 - DISCOUNTELL LLC</b>                        |                                |                |              |                  |
| INV-00001742                                                   | PD - #14 & #16 ROUTERS         |                |              | 2,518.20         |
| <b>Vendor 036453 - DISCOUNTELL LLC Total:</b>                  |                                |                |              | <b>2,518.20</b>  |
| <b>Vendor: 006270 - DREES HEATING &amp; PLUMBING</b>           |                                |                |              |                  |
| 86199                                                          | RC - WATER                     |                |              | 16.00            |
| <b>Vendor 006270 - DREES HEATING &amp; PLUMBING Total:</b>     |                                |                |              | <b>16.00</b>     |
| <b>Vendor: 006725 - EARL MAY STORE</b>                         |                                |                |              |                  |
| 00055601                                                       | CEMETERY - LANDSCAPING D...    |                |              | 2,231.58         |

## COUNCIL CLAIMS 11/10/2025

Payment Dates: 10/28/2025 - 11/10/2025

| Payable Number                                              | Description (Item)            | Payment Number | Payment Date | Amount    |
|-------------------------------------------------------------|-------------------------------|----------------|--------------|-----------|
| 00055854                                                    | CEMETERY - MULCH              |                |              | 107.88    |
| Vendor 006725 - EARL MAY STORE Total:                       |                               |                |              | 2,339.46  |
| Vendor: 012590 - ECHO ELECTRIC SUPPLY                       |                               |                |              |           |
| S011467004.001                                              | WATER - LIGHT FIXTURE         | 135259         | 11/06/2025   | 92.19     |
| Vendor 012590 - ECHO ELECTRIC SUPPLY Total:                 |                               |                |              | 92.19     |
| Vendor: 000127 - ELECTRONIC ENGINEERING                     |                               |                |              |           |
| 232002016-2                                                 | PD - SEAT COVERS              |                |              | 357.00    |
| 232002016-3                                                 | PD - FREIGHT - SEAT COVERS    |                |              | 15.50     |
| 883004424-1                                                 | WATER - COUPLINGS, CONNE...   |                |              | 185.54    |
| Vendor 000127 - ELECTRONIC ENGINEERING Total:               |                               |                |              | 558.04    |
| Vendor: 003971 - EMPLOYEE BENEFIT SYSTEMS                   |                               |                |              |           |
| INV0002603                                                  | HRA CHECKS                    | DFT0001210     | 10/31/2025   | 11,872.55 |
| 000050161                                                   | NOV LIFE INSURANCE PREMI...   | DFT0001211     | 11/01/2025   | 225.01    |
| 000050161                                                   | NOV EAP INSURANCE PREMI...    | DFT0001211     | 11/01/2025   | 109.90    |
| 000050161                                                   | NOV VOL LIFE INSURANCE PR...  | DFT0001211     | 11/01/2025   | 303.40    |
| 000050161                                                   | NOV VISION INSURANCE PRE...   | DFT0001211     | 11/01/2025   | 464.18    |
| 000050161                                                   | NOV DENTAL INSURANCE PR...    | DFT0001211     | 11/01/2025   | 2,269.44  |
| 000050161                                                   | NOV MEDICAL INSURANCE PR...   | DFT0001211     | 11/01/2025   | 46,516.47 |
| INV0002608                                                  | HRA CHECKS                    | DFT0001214     | 11/05/2025   | 359.92    |
| Vendor 003971 - EMPLOYEE BENEFIT SYSTEMS Total:             |                               |                |              | 62,120.87 |
| Vendor: 006860 - FELD FIRE EQUIPMENT CO.                    |                               |                |              |           |
| INV18309                                                    | FD - FIRE BROOMS              |                |              | 40.00     |
| Vendor 006860 - FELD FIRE EQUIPMENT CO. Total:              |                               |                |              | 40.00     |
| Vendor: 000013 - FIRE/POLICE RETIREMENT SY                  |                               |                |              |           |
| INV0002588                                                  | MFPSRI CONTRIBUTIONS          | DFT0001203     | 10/30/2025   | 16,666.96 |
| Vendor 000013 - FIRE/POLICE RETIREMENT SY Total:            |                               |                |              | 16,666.96 |
| Vendor: 002806 - FOUNDATION ANALYTICAL LABORATORY INC       |                               |                |              |           |
| 25-04701                                                    | WWTP - LAB TESTING            |                |              | 1,606.60  |
| Vendor 002806 - FOUNDATION ANALYTICAL LABORATORY INC Total: |                               |                |              | 1,606.60  |
| Vendor: 003534 - FUSEBOX MARKETING                          |                               |                |              |           |
| 10047                                                       | FIN - NOV. WEBSITE MAINTEN... |                |              | 255.00    |
| Vendor 003534 - FUSEBOX MARKETING Total:                    |                               |                |              | 255.00    |
| Vendor: 009500 - GEHLING WELDING & REPAIR                   |                               |                |              |           |
| 160133                                                      | WWTP - VLR #3 REPAIR          |                |              | 719.81    |
| 160233                                                      | WWTP - VLR #3 REPAIR          |                |              | 45.00     |
| Vendor 009500 - GEHLING WELDING & REPAIR Total:             |                               |                |              | 764.81    |
| Vendor: 002567 - GEHLPRO WELDING                            |                               |                |              |           |
| 24419                                                       | RUT - VEHICLE HITCHES         |                |              | 614.24    |
| Vendor 002567 - GEHLPRO WELDING Total:                      |                               |                |              | 614.24    |
| Vendor: 009540 - GENERAL TRAFFIC CONTROLS                   |                               |                |              |           |
| 26849                                                       | RUT - TELESAR SIGN POST BA... |                |              | 1,760.00  |
| Vendor 009540 - GENERAL TRAFFIC CONTROLS Total:             |                               |                |              | 1,760.00  |
| Vendor: 011800 - HYDRAFLO INC.                              |                               |                |              |           |
| 46093                                                       | WATER - HYDRANT LUBRICAT...   |                |              | 112.76    |
| Vendor 011800 - HYDRAFLO INC. Total:                        |                               |                |              | 112.76    |
| Vendor: 012540 - IMWCA                                      |                               |                |              |           |
| INV95861                                                    | FY 26 WORK COMP #5            |                |              | 7,297.00  |
| Vendor 012540 - IMWCA Total:                                |                               |                |              | 7,297.00  |
| Vendor: 012578 - INTERNATIONAL INSTITUTE                    |                               |                |              |           |
| INV0002611                                                  | FIN - IIMC DUES               |                |              | 195.00    |
| Vendor 012578 - INTERNATIONAL INSTITUTE Total:              |                               |                |              | 195.00    |
| Vendor: 012625 - IOWA DEPT OF NATURAL RESOURCES             |                               |                |              |           |
| INV0002614                                                  | GC - WATER PERMIT             |                |              | 115.00    |
| Vendor 012625 - IOWA DEPT OF NATURAL RESOURCES Total:       |                               |                |              | 115.00    |

## COUNCIL CLAIMS 11/10/2025

Payment Dates: 10/28/2025 - 11/10/2025

| Payable Number                                             | Description (Item)              | Payment Number | Payment Date | Amount           |
|------------------------------------------------------------|---------------------------------|----------------|--------------|------------------|
| <b>Vendor: 003982 - IOWA INFORMATION MEDIA GROUP</b>       |                                 |                |              |                  |
| 42826                                                      | "I BELIEVE IN CARROLL" AD       |                |              | 50.00            |
| 42948                                                      | RC - NEWSPAPER AD               |                |              | 19.00            |
| <b>Vendor 003982 - IOWA INFORMATION MEDIA GROUP Total:</b> |                                 |                |              | <b>69.00</b>     |
| <b>Vendor: 012666 - IOWA ONE CALL</b>                      |                                 |                |              |                  |
| 275963                                                     | WATER - SEPT. ONE CALLS         |                |              | 109.90           |
| <b>Vendor 012666 - IOWA ONE CALL Total:</b>                |                                 |                |              | <b>109.90</b>    |
| <b>Vendor: 012690 - IOWA RURAL WATER ASSN.</b>             |                                 |                |              |                  |
| INV0002599                                                 | WATER - IRWA MEMBERSHIP ...     |                |              | 465.00           |
| <b>Vendor 012690 - IOWA RURAL WATER ASSN. Total:</b>       |                                 |                |              | <b>465.00</b>    |
| <b>Vendor: 012685 - IOWA SMALL ENGINE CENTER</b>           |                                 |                |              |                  |
| 151242                                                     | RUT - CHAIN SAW SHARPENI...     |                |              | 12.03            |
| <b>Vendor 012685 - IOWA SMALL ENGINE CENTER Total:</b>     |                                 |                |              | <b>12.03</b>     |
| <b>Vendor: 012706 - IPERS</b>                              |                                 |                |              |                  |
| INV0002590                                                 | IPERS CONTRIBUTIONS             | DFT0001205     | 10/30/2025   | 560.98           |
| INV0002590                                                 | IPERS CONTRIBUTIONS             | DFT0001205     | 10/30/2025   | 81.68            |
| INV0002590                                                 | IPERS CONTRIBUTIONS             | DFT0001205     | 10/30/2025   | 13,823.14        |
| INV0002590                                                 | IPERS CONTRIBUTIONS             | DFT0001205     | 10/30/2025   | 14.82            |
| INV0002590                                                 | IPERS CONTRIBUTIONS             | DFT0001205     | 10/30/2025   | 2,774.01         |
| INV0002590                                                 | IPERS CONTRIBUTIONS             | DFT0001205     | 10/30/2025   | 3,157.44         |
| INV0002590                                                 | IPERS CONTRIBUTIONS             | DFT0001205     | 10/30/2025   | 3,017.07         |
| <b>Vendor 012706 - IPERS Total:</b>                        |                                 |                |              | <b>23,429.14</b> |
| <b>Vendor: 003722 - ISOLVED BENEFIT SERVICES</b>           |                                 |                |              |                  |
| W43044                                                     | OCT. FLEX SPENDING PARTICI...   | DFT0001209     | 11/04/2025   | 90.00            |
| <b>Vendor 003722 - ISOLVED BENEFIT SERVICES Total:</b>     |                                 |                |              | <b>90.00</b>     |
| <b>Vendor: 002453 - JASON MATTHEW LAMBERTZ</b>             |                                 |                |              |                  |
| 158451                                                     | CAAT6 - PRODUCTION COSTS        |                |              | 820.00           |
| <b>Vendor 002453 - JASON MATTHEW LAMBERTZ Total:</b>       |                                 |                |              | <b>820.00</b>    |
| <b>Vendor: 013917 - JEO CONSULTING GROUP INC.</b>          |                                 |                |              |                  |
| 165615                                                     | WATER - NW PRESSURE ZONE        |                |              | 7,125.00         |
| <b>Vendor 013917 - JEO CONSULTING GROUP INC. Total:</b>    |                                 |                |              | <b>7,125.00</b>  |
| <b>Vendor: 036461 - JEREMIAH STALKER</b>                   |                                 |                |              |                  |
| INV0002617                                                 | GARAGE - STEEL TOED BOOTS...    | 135262         | 11/06/2025   | 229.95           |
| <b>Vendor 036461 - JEREMIAH STALKER Total:</b>             |                                 |                |              | <b>229.95</b>    |
| <b>Vendor: 003973 - KARL CHEVROLET INC.</b>                |                                 |                |              |                  |
| 13459                                                      | PD - #16 - GRILL LIGHTS         |                |              | 219.98           |
| <b>Vendor 003973 - KARL CHEVROLET INC. Total:</b>          |                                 |                |              | <b>219.98</b>    |
| <b>Vendor: 014520 - KASPERBAUER CLEANING SER</b>           |                                 |                |              |                  |
| 186856                                                     | RC - LAUNDER MATS               |                |              | 115.32           |
| 187474                                                     | RC - LAUNDER MATS               |                |              | 100.17           |
| <b>Vendor 014520 - KASPERBAUER CLEANING SER Total:</b>     |                                 |                |              | <b>215.49</b>    |
| <b>Vendor: 003059 - KOLBECK INC.</b>                       |                                 |                |              |                  |
| 79535                                                      | GARAGE - 2025 TREE GRINDI...    |                |              | 1,627.40         |
| 79535                                                      | PARKS - 2025 TREE GRINDING      |                |              | 542.47           |
| 79535                                                      | GC - 2025 TREE GRINDING         |                |              | 542.47           |
| 79535                                                      | CEMETERY - 2025 TREE GRIND...   |                |              | 542.45           |
| <b>Vendor 003059 - KOLBECK INC. Total:</b>                 |                                 |                |              | <b>3,254.79</b>  |
| <b>Vendor: 000560 - LAURA SCHAEFER</b>                     |                                 |                |              |                  |
| INV0002604                                                 | FIN - IMFOA FALL CONFERENCE     | 135251         | 11/05/2025   | 137.20           |
| <b>Vendor 000560 - LAURA SCHAEFER Total:</b>               |                                 |                |              | <b>137.20</b>    |
| <b>Vendor: 036459 - LIBRARYPASS INC</b>                    |                                 |                |              |                  |
| 10412                                                      | LIBRARY - COMICS PLUS - I YE... | 135249         | 10/29/2025   | 810.81           |
| <b>Vendor 036459 - LIBRARYPASS INC Total:</b>              |                                 |                |              | <b>810.81</b>    |

## COUNCIL CLAIMS 11/10/2025

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| Payable Number                                         | Description (Item)            | Payment Number | Payment Date | Amount    |
|--------------------------------------------------------|-------------------------------|----------------|--------------|-----------|
| Vendor: 036212 - LIGHTSPEED COMMERCE INC               |                               |                |              |           |
| INV0002606                                             | GC- OCT CC PROCESSING FEES    | DFT0001212     | 10/31/2025   | 152.02    |
| Vendor 036212 - LIGHTSPEED COMMERCE INC Total:         |                               |                |              | 152.02    |
| Vendor: 004070 - LINOH20                               |                               |                |              |           |
| 225879                                                 | WWTP - ANNUAL LAB EQUIP ...   |                |              | 1,503.00  |
| Vendor 004070 - LINOH20 Total:                         |                               |                |              | 1,503.00  |
| Vendor: 002993 - MC CLURE ENGINEERING CO.              |                               |                |              |           |
| INV0002613                                             | 12TH ST RECONSTRUCTION        |                |              | 12,110.00 |
| INV0002613                                             | 12TH ST RECONSTRUCTION        |                |              | 51,095.00 |
| Vendor 002993 - MC CLURE ENGINEERING CO. Total:        |                               |                |              | 63,205.00 |
| Vendor: 003966 - MICROBAC LABORATORIES INC             |                               |                |              |           |
| NT2509857                                              | WATER - MONTHLY BACTERIA...   |                |              | 87.50     |
| NT2510192                                              | WATER - HOMEOWNER REQU...     |                |              | 77.00     |
| Vendor 003966 - MICROBAC LABORATORIES INC Total:       |                               |                |              | 164.50    |
| Vendor: 012680 - MID AMERICAN ENERGY                   |                               |                |              |           |
| INV0002605                                             | ELECTRIC BILLS                | 135253         | 11/05/2025   | 477.94    |
| INV0002605                                             | ELECTRIC BILLS                | 135253         | 11/05/2025   | 235.00    |
| INV0002605                                             | ELECTRIC BILLS                | 135253         | 11/05/2025   | 164.52    |
| INV0002605                                             | ELECTRIC BILLS                | 135253         | 11/05/2025   | 14,517.40 |
| INV0002605                                             | ELECTRIC BILLS                | 135253         | 11/05/2025   | 450.94    |
| INV0002605                                             | ELECTRIC BILLS                | 135253         | 11/05/2025   | 716.92    |
| INV0002605                                             | ELECTRIC BILLS                | 135253         | 11/05/2025   | 1,038.93  |
| INV0002605                                             | ELECTRIC BILLS                | 135253         | 11/05/2025   | 134.26    |
| INV0002605                                             | ELECTRIC BILLS                | 135253         | 11/05/2025   | 471.86    |
| INV0002605                                             | ELECTRIC BILLS                | 135253         | 11/05/2025   | 635.17    |
| INV0002605                                             | ELECTRIC BILLS                | 135253         | 11/05/2025   | 4,137.08  |
| INV0002605                                             | ELECTRIC BILLS                | 135253         | 11/05/2025   | 143.08    |
| INV0002605                                             | ELECTRIC BILLS                | 135253         | 11/05/2025   | 55.39     |
| INV0002605                                             | ELECTRIC BILLS                | 135253         | 11/05/2025   | 590.39    |
| INV0002605                                             | ELECTRIC BILLS                | 135253         | 11/05/2025   | 29.45     |
| INV0002605                                             | ELECTRIC BILLS                | 135253         | 11/05/2025   | 210.64    |
| INV0002605                                             | ELECTRIC BILLS                | 135253         | 11/05/2025   | 20.89     |
| INV0002605                                             | ELECTRIC BILLS                | 135253         | 11/05/2025   | 427.62    |
| INV0002605                                             | ELECTRIC BILLS                | 135253         | 11/05/2025   | 263.05    |
| INV0002605                                             | ELECTRIC BILLS                | 135253         | 11/05/2025   | 200.03    |
| INV0002605                                             | ELECTRIC BILLS                | 135253         | 11/05/2025   | 1,503.85  |
| INV0002605                                             | ELECTRIC BILLS                | 135253         | 11/05/2025   | 3,360.96  |
| INV0002605                                             | ELECTRIC BILLS                | 135253         | 11/05/2025   | 835.71    |
| INV0002605                                             | ELECTRIC BILLS                | 135253         | 11/05/2025   | 5,792.77  |
| INV0002605                                             | ELECTRIC BILLS                | 135253         | 11/05/2025   | 106.34    |
| Vendor 012680 - MID AMERICAN ENERGY Total:             |                               |                |              | 36,520.19 |
| Vendor: 003956 - MIDWEST PATCH/HI VIZ SAFETY           |                               |                |              |           |
| 4201                                                   | GARAGE - RAIN JACKET AND P... |                |              | 230.00    |
| Vendor 003956 - MIDWEST PATCH/HI VIZ SAFETY Total:     |                               |                |              | 230.00    |
| Vendor: 017585 - MIDWEST WHOLESALE BLDG PRODUCTS       |                               |                |              |           |
| 600519                                                 | CBD - EXPANSION CAULK         |                |              | 216.84    |
| 600699                                                 | CBD - EXPANSION JOINT         |                |              | 85.95     |
| 600802                                                 | RUT - STEEL REBAR             |                |              | 79.50     |
| 600838                                                 | RUT - STORM INTAKE SPRAY F... |                |              | 17.00     |
| 600971                                                 | RUT - FORM BOARDS             |                |              | 11.34     |
| Vendor 017585 - MIDWEST WHOLESALE BLDG PRODUCTS Total: |                               |                |              | 410.63    |
| Vendor: 018408 - NAPA AUTO PARTS                       |                               |                |              |           |
| 125224                                                 | CBD POLE CAPS                 |                |              | 37.96     |
| Vendor 018408 - NAPA AUTO PARTS Total:                 |                               |                |              | 37.96     |
| Vendor: 036419 - NICK SCHULZ                           |                               |                |              |           |
| INV0002616                                             | WWTP - GRADE I TEST           | 135261         | 11/06/2025   | 129.36    |
| Vendor 036419 - NICK SCHULZ Total:                     |                               |                |              | 129.36    |

## COUNCIL CLAIMS 11/10/2025

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| Payable Number                                   | Description (Item)             | Payment Number | Payment Date                                           | Amount    |
|--------------------------------------------------|--------------------------------|----------------|--------------------------------------------------------|-----------|
| Vendor: 020326 - OPTIONS INK                     |                                |                |                                                        |           |
| 20836                                            | WATER - MONTHLY BAC-T SA...    |                |                                                        | 47.18     |
|                                                  |                                |                | Vendor 020326 - OPTIONS INK Total:                     | 47.18     |
| Vendor: 003224 - OUTLAW SIGNS GRAPHICS & APPAREL |                                |                |                                                        |           |
| 11829                                            | BLDG - VEHICLE DECALS          |                |                                                        | 36.00     |
|                                                  |                                |                | Vendor 003224 - OUTLAW SIGNS GRAPHICS & APPAREL Total: | 36.00     |
| Vendor: 021050 - P & H WHOLESALE INC.            |                                |                |                                                        |           |
| 4064411-0                                        | SEWER - PVC PIPE & CAP         | 135246         | 10/29/2025                                             | 21.37     |
| 4065694-00                                       | WTP - INSULATION TAPE WRA...   | 135260         | 11/06/2025                                             | 19.02     |
|                                                  |                                |                | Vendor 021050 - P & H WHOLESALE INC. Total:            | 40.39     |
| Vendor: 001949 - PERFORMANCE TIRE & SERVICE      |                                |                |                                                        |           |
| 0181722                                          | WTP - TIRE REPAIRS #54         |                |                                                        | 32.10     |
| 0181213                                          | GC - TIRES AND MOUNTING        |                |                                                        | 307.40    |
| 0181708                                          | PD - #15 - OIL CHANGE          |                |                                                        | 104.32    |
| 0181709                                          | PD - #18 - OIL CHANGE          |                |                                                        | 43.52     |
| 0181710                                          | PD - #17 - OIL CHANGE          |                |                                                        | 42.57     |
| 0181714                                          | PD - #20 OIL CHANGE            |                |                                                        | 42.57     |
|                                                  |                                |                | Vendor 001949 - PERFORMANCE TIRE & SERVICE Total:      | 572.48    |
| Vendor: 023128 - QUILL CORPORATION               |                                |                |                                                        |           |
| 46397305                                         | PW - WALL CALENDAR             |                |                                                        | 19.55     |
| 46397305                                         | RC - WALL CALENDAR             |                |                                                        | 19.55     |
| 46397305                                         | FIN - WALL CALENDARS & FOL...  |                |                                                        | 43.28     |
|                                                  |                                |                | Vendor 023128 - QUILL CORPORATION Total:               | 82.38     |
| Vendor: 023640 - RAY'S REFUSE SERVICE            |                                |                |                                                        |           |
| INV0002601                                       | OCT TRASH COLLECTIONS          | 135254         | 11/05/2025                                             | 43,725.18 |
| INV0002597                                       | PD - OCT GARBAGE PICKUP        |                |                                                        | 39.68     |
| INV0002597                                       | GARAGE - OCT GARBAGE PICK...   |                |                                                        | 54.94     |
| INV0002597                                       | LIBRARY - OCT GARBAGE PICK...  |                |                                                        | 39.68     |
| INV0002597                                       | PARKS - OCT GARBAGE PICKUP     |                |                                                        | 261.60    |
| INV0002597                                       | PARKS - OCT GARBAGE PICKUP     |                |                                                        | 193.41    |
| INV0002597                                       | GC - OCT RECYCLING             |                |                                                        | 45.00     |
| INV0002597                                       | GC - OCT GARBAGE PICKUP        |                |                                                        | 119.00    |
| INV0002597                                       | RC - OCT GARBAGE PICKUP        |                |                                                        | 148.79    |
| INV0002597                                       | AC - OCT GARBAGE PICKUP        |                |                                                        | 61.25     |
| INV0002597                                       | CEMETERY - OCT GARBAGE PI...   |                |                                                        | 52.32     |
| INV0002597                                       | CBD - OCT GARBAGE PICKUP       |                |                                                        | 82.40     |
| INV0002597                                       | CITY HALL - OCT RECYCLING      |                |                                                        | 9.92      |
| INV0002597                                       | CITY HALL - OCT GARBAGE PIC... |                |                                                        | 29.73     |
| INV0002597                                       | WWTP - OCT GARBAGE PICKUP      |                |                                                        | 225.09    |
| INV0002597                                       | WWTP - OCT GARBAGE PICKUP      |                |                                                        | 136.00    |
|                                                  |                                |                | Vendor 023640 - RAY'S REFUSE SERVICE Total:            | 45,223.99 |
| Vendor: 023815 - REGION XII COG                  |                                |                |                                                        |           |
| INV0002600                                       | OCT. TAXI PROGRAM DONATI...    | 135255         | 11/05/2025                                             | 2,025.00  |
|                                                  |                                |                | Vendor 023815 - REGION XII COG Total:                  | 2,025.00  |
| Vendor: 002987 - RIESBERG AUDIO AND DETAILING    |                                |                |                                                        |           |
| 13150                                            | WATER - INSTALL 2 WAY RADI...  |                |                                                        | 486.22    |
| 13185                                            | PD - #16 DECAL REMOVAL         |                |                                                        | 400.00    |
| 13186                                            | PD - #16 - EQUIPMENT INSTAL... |                |                                                        | 3,950.00  |
|                                                  |                                |                | Vendor 002987 - RIESBERG AUDIO AND DETAILING Total:    | 4,836.22  |
| Vendor: 024905 - SAFETY-KLEEN CORP.              |                                |                |                                                        |           |
| 98472083                                         | GARAGE - PARTS WASHER SO...    |                |                                                        | 292.02    |
| 98472084                                         | GC - PARKS WASHER SOLVENT      |                |                                                        | 274.55    |
|                                                  |                                |                | Vendor 024905 - SAFETY-KLEEN CORP. Total:              | 566.57    |
| Vendor: 003900 - SAMPSON FARMS                   |                                |                |                                                        |           |
| 11352                                            | BLDG - NUISANCE MOWING 1...    |                |                                                        | 85.00     |
| 11538                                            | BLDG - NUISANCE MOWING 1...    |                |                                                        | 80.00     |

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| Payable Number                                      | Description (Item)             | Payment Number | Payment Date | Amount     |
|-----------------------------------------------------|--------------------------------|----------------|--------------|------------|
| 11538                                               | BLDG - NUISANCE MOWING 8...    |                |              | 80.00      |
| Vendor 003900 - SAMPSON FARMS Total:                |                                |                |              | 245.00     |
| Vendor: 004178 - SOLID WASTE MANAGEMENT CO          |                                |                |              |            |
| 00486987                                            | RC - WOOD & PLASTIC SIGNS ...  |                |              | 11.00      |
| 486335                                              | PARKS - LANDFILL DISPOSAL F... |                |              | 15.84      |
| Vendor 004178 - SOLID WASTE MANAGEMENT CO Total:    |                                |                |              | 26.84      |
| Vendor: 028180 - STATE HYGIENIC LABORATORY-AR       |                                |                |              |            |
| 310541                                              | WATER - BAC-T WELL #20         |                |              | 15.50      |
| 310543                                              | RC - WATER SAMPLE ANALYSIS     |                |              | 48.50      |
| Vendor 028180 - STATE HYGIENIC LABORATORY-AR Total: |                                |                |              | 64.00      |
| Vendor: 025880 - STONE PRINTING CO.                 |                                |                |              |            |
| 117449                                              | PD - INK CARTRIDGES            |                |              | 152.96     |
| 117586                                              | SEWER - 2026 WALL CALEND...    |                |              | 9.71       |
| 14705                                               | PW - INDEX TABS                |                |              | 8.75       |
| P12412                                              | WATER - UTILITY BILL ENVELO... |                |              | 460.00     |
| Vendor 025880 - STONE PRINTING CO. Total:           |                                |                |              | 631.42     |
| Vendor: 036460 - STRYKER SALES LLC                  |                                |                |              |            |
| 9210482284                                          | PD - AED BATTERY REPLACEM...   |                |              | 1,050.00   |
| Vendor 036460 - STRYKER SALES LLC Total:            |                                |                |              | 1,050.00   |
| Vendor: 036430 - STUDIO SWEAT                       |                                |                |              |            |
| MTKOUQCG-0002                                       | RC - STUDIO SWEAT SUBSCRIP...  | DFT0001213     | 10/31/2025   | 2,000.00   |
| Vendor 036430 - STUDIO SWEAT Total:                 |                                |                |              | 2,000.00   |
| Vendor: 026940 - TOYNE INC.                         |                                |                |              |            |
| 8657                                                | FD - TANKER CHASSIS            |                |              | 132,030.00 |
| Vendor 026940 - TOYNE INC. Total:                   |                                |                |              | 132,030.00 |
| Vendor: 027060 - TREASURER OF IOWA                  |                                |                |              |            |
| INV0002595                                          | WATER - UNCLAIMED PROPER...    | 135247         | 10/29/2025   | 136.16     |
| Vendor 027060 - TREASURER OF IOWA Total:            |                                |                |              | 136.16     |
| Vendor: 027085 - TROPHIES PLUS INC.                 |                                |                |              |            |
| 389778                                              | RC - DONOR PLATE - WARDELL     |                |              | 6.00       |
| Vendor 027085 - TROPHIES PLUS INC. Total:           |                                |                |              | 6.00       |
| Vendor: 003220 - TURFWERKS                          |                                |                |              |            |
| JC12074                                             | GC - JACOBSEN HYDRRAULIC ...   |                |              | -1,241.16  |
| WE05449                                             | GC - GPS PLAN                  |                |              | 3,850.00   |
| Vendor 003220 - TURFWERKS Total:                    |                                |                |              | 2,608.84   |
| Vendor: 028174 - UNITED STATES CELLULAR             |                                |                |              |            |
| 0762362329                                          | PW - CELL PHONES               | 135248         | 10/29/2025   | 39.50      |
| 0762362329                                          | REC - CELL PHONES              | 135248         | 10/29/2025   | 75.62      |
| 0762362329                                          | RC - CELL PHONES               | 135248         | 10/29/2025   | 13.17      |
| 0762362329                                          | LS - CELL PHONES               | 135248         | 10/29/2025   | 13.17      |
| 0762362329                                          | AC - CELL PHONES               | 135248         | 10/29/2025   | 13.17      |
| 0762362329                                          | CEMETERY - CELL PHONES         | 135248         | 10/29/2025   | 58.27      |
| Vendor 028174 - UNITED STATES CELLULAR Total:       |                                |                |              | 212.90     |
| Vendor: 028170 - UNITED STATES GOLF ASSN.           |                                |                |              |            |
| INV0002615                                          | GC - USGA MEMBERSHIP           |                |              | 175.00     |
| Vendor 028170 - UNITED STATES GOLF ASSN. Total:     |                                |                |              | 175.00     |
| Vendor: 028435 - UTILITY EQUIPMENT COMPANY          |                                |                |              |            |
| 20060886-000                                        | WATER - GASKET & HYMAX GR..    |                |              | 1,220.48   |
| 20060886-001                                        | WATER - 4" VALVE BOX MUD ...   |                |              | 246.43     |
| Vendor 028435 - UTILITY EQUIPMENT COMPANY Total:    |                                |                |              | 1,466.91   |
| Vendor: 028814 - VAN METER COMPANY                  |                                |                |              |            |
| S014107599.001                                      | WATER - FAN FOR CONTROL ...    |                |              | 30.93      |
| Vendor 028814 - VAN METER COMPANY Total:            |                                |                |              | 30.93      |



## COUNCIL CLAIMS 11/10/2025

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| Payable Number                                         | Description (Item)            | Payment Number | Payment Date | Amount            |
|--------------------------------------------------------|-------------------------------|----------------|--------------|-------------------|
| <b>Vendor: 029010 - VEENSTRA &amp; KIMM INC.</b>       |                               |                |              |                   |
| 27366-23                                               | WWTP DIGESTER & VLR AIR PI... |                |              | 16,817.66         |
| <b>Vendor 029010 - VEENSTRA &amp; KIMM INC. Total:</b> |                               |                |              | <b>16,817.66</b>  |
| <b>Vendor: 029013 - VERIZON BUSINESS</b>               |                               |                |              |                   |
| 6126743837                                             | PD - AIR CARDS                | 135256         | 11/05/2025   | 695.86            |
| 6126743837                                             | FD - CELL PHONE               | 135256         | 11/05/2025   | 26.94             |
| 6126743837                                             | BLDG - CELL PHONE             | 135256         | 11/05/2025   | 11.54             |
| <b>Vendor 029013 - VERIZON BUSINESS Total:</b>         |                               |                |              | <b>734.34</b>     |
| <b>Vendor: 029009 - VESSCO INC.</b>                    |                               |                |              |                   |
| 099080                                                 | WTP - CHLORINATOR MAINT. ...  |                |              | 175.34            |
| <b>Vendor 029009 - VESSCO INC. Total:</b>              |                               |                |              | <b>175.34</b>     |
| <b>Vendor: 002468 - VFW</b>                            |                               |                |              |                   |
| 706452                                                 | PARKS - US FLAG               |                |              | 65.00             |
| 706452                                                 | RC - US & IA FLAGS            |                |              | 210.00            |
| 706452                                                 | CITY HALL - US & IA FLAGS     |                |              | 210.00            |
| <b>Vendor 002468 - VFW Total:</b>                      |                               |                |              | <b>485.00</b>     |
| <b>Vendor: 003970 - WORLDWIDE EXPRESS</b>              |                               |                |              |                   |
| 251019W002746                                          | WATER - FREIGHT W/E 10/22/... | 135245         | 10/29/2025   | 25.95             |
| 251022W010025                                          | WATER - FREIGHT W/E 10/29/... | 135244         | 10/29/2025   | 45.76             |
| 251102W000968                                          | FREIGHT W/E 11/5/2025         | 135258         | 11/06/2025   | 13.58             |
| 251102W000968                                          | FREIGHT W/E 11/5/2025         | 135258         | 11/06/2025   | 29.01             |
| <b>Vendor 003970 - WORLDWIDE EXPRESS Total:</b>        |                               |                |              | <b>114.30</b>     |
| <b>Grand Total:</b>                                    |                               |                |              | <b>585,173.12</b> |

**Report Summary****Fund Summary**

| <b>Fund</b>                     | <b>Expense Amount</b> | <b>Payment Amount</b> |
|---------------------------------|-----------------------|-----------------------|
| 001 - GENERAL FUND              | 164,161.43            | 122,386.52            |
| 010 - HOTEL/MOTEL TAX           | 382.83                | 277.87                |
| 110 - ROAD USE TAX FUND         | 7,392.51              | 2,974.04              |
| 121 - LOCAL OPTION SALES TAX    | 277.83                | 0.00                  |
| 301 - C.P. - EQUIPMENT PURCHASE | 132,174.02            | 0.00                  |
| 304 - C.P. - STREETS            | 63,205.00             | 0.00                  |
| 600 - WATER UTILITY FUND        | 15,120.51             | 9,165.77              |
| 602 - WATER UTILITY CAP. IMP.   | 7,125.00              | 0.00                  |
| 610 - SEWER UTILITY FUND        | 13,985.93             | 9,066.91              |
| 612 - SEWER UTILITY CAP. IMP.   | 119,227.19            | 0.00                  |
| 850 - MEDICAL INSURANCE FUND    | 62,120.87             | 62,120.87             |
| <b>Grand Total:</b>             | <b>585,173.12</b>     | <b>205,991.98</b>     |

Gross Payroll \$243,176.70

# City of Carroll

627 N. Adams Street

Carroll, Iowa 51401

(712) 792-1000

FAX: (712) 792-0139

**MEMO TO:** Aaron Kooiker, City Manager   
**FROM:** Chad Tiemeyer, Director of Parks and Recreation   
**DATE:** November 3, 2025  
**SUBJECT:** Carroll Municipal Golf Course Fees – Second Reading  
• Consideration of Waiving Third Reading

At the October 27, 2025 City Council meeting, the first reading of an ordinance to increase fees and charges for the Carroll Municipal Golf Course was held. Since that meeting I have received no feedback on the proposed rate increases.

The Carroll Municipal Golf Course staff, along with the Parks, Recreation, and Cultural Advisory Board (PRCAB), has continued its efforts to review and adjust rates across all aspects of the municipal government, as well as climbing expenditures and pricing, despite increasing membership, drop-in play and overall revenue. The PRCAB and Staff met on September 15 and reviewed price ranges of 20 courses located across the state from private, public and municipal courses. Between being on the lower average price, we compared courses with similar size, amenities, and offerings as the Carroll Municipal Golf Course.

During the September 15, 2025 PRCAB meeting, a heavy discussion on membership rates, green fees, and cart rentals took place with the rate increases being unanimously approved. Below is the summary of the proposed rate increases to the Carroll Municipal Golf Course Seasonal Pass Fees:

| <u>Season Passes</u> | <u>Current</u> | <u>Proposed</u> |
|----------------------|----------------|-----------------|
| Family               | \$860.00       | \$900.00        |
| Adult Single         | \$560.00       | \$590.00        |
| Senior               | \$505.00       | \$530.00        |
| Senior Couple        | \$775.00       | \$815.00        |
| Student              | \$244.00       | \$255.00        |

The proposed season pass changes come at around a 5% increase across the board. Staff and PRCAB recommended the amount to aid in overall income vs expenses while maintaining a lower proposed rate for members, without drastically increasing to match some of our higher increased expenses.

Golfers also have the option of taking advantage of paying for any membership over a twelve-month period. The overall amount would be divisible by twelve and paid monthly at the course or City Hall. This increase reflects around \$3.00-\$4.00 a month increase.

**Green Fees**

|                  | <u>Current</u> | <u>Proposed</u> |
|------------------|----------------|-----------------|
| 9 Hole Week Day  | \$20.00        | \$25.00         |
| 18 Hole Week Day | \$32.00        | \$35.00         |

**Cart Rentals**

|                      | <u>Current</u> | <u>Proposed</u> |
|----------------------|----------------|-----------------|
| 9 Hole Week Day      | \$10.00        | \$15.00         |
| 18 Hole Week Day     | \$20.00        | \$22.00         |
| Cart Seasonal Rental | \$495.00       | \$500.00        |

**RECOMMENDATION:** Council discussion and approval of the second reading and waiving the third reading of the attached ordinance to amend the Carroll Municipal Golf Course Fees and Charges.

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

AN ORDINANCE AMENDING THE CITY OF CARROLL'S CITY ENTERPRISE FEES AND CHARGES (CARROLL MUNICIPAL GOLF COURSE FEES)

BE IT ENACTED by the City Council of the City of Carroll, Iowa:

SECTION 1. The City Council of the City of Carroll, Iowa, hereby repeals Chapter 114.02 of the Carroll City Code and adopts the following in lieu thereof:

114.02 – CARROLL MUNICIPAL GOLF COURSE FEES AND CHARGES

| <u>MEMBERSHIP - ANNUAL</u>                            | Annual Fee |
|-------------------------------------------------------|------------|
| Family                                                | \$900.00   |
| Adult                                                 | \$590.00   |
| Senior (65 years & older)                             | \$530.00   |
| Senior Couple (65 years & older – one person minimum) | \$815.00   |
| Student                                               | \$255.00   |
| Trail Fees                                            | \$200.00   |
| Cart Rental (Seasonal)                                | \$500.00   |

MISCELLANEOUS FEES

| Type                   | Fee     |
|------------------------|---------|
| Green Fees – 9 Holes   | \$25.00 |
| Green Fees – 18 Holes  | \$35.00 |
| Cart Rental – 9 Holes  | \$15.00 |
| Cart Rental – 18 Holes | \$22.00 |
| Trail Fees – 9 Holes   | \$5.00  |
| Trail Fees – 18 Holes  | \$7.50  |

The City Council authorizes the Director of Parks and Recreation to adjust green fees or offer specials and promotional rates as necessary to encourage increased play.

SECTION 2. REPEALER. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 3. SEVERABILITY CLAUSE. If any section, provision, or part of this ordinance is adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision, or part not adjudged invalid or unconstitutional.

SECTION 4. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval, and publication as provided by law.

Passed and approved this \_\_\_\_ day of \_\_\_\_\_, 2025.

CITY COUNCIL OF THE  
CITY OF CARROLL, IOWA

By: \_\_\_\_\_  
Gerald H. Fleshner, Mayor

ATTEST:

By: \_\_\_\_\_  
Laura A. Schaefer, City Clerk

First Reading: \_\_\_\_\_

Second Reading: \_\_\_\_\_

Third Reading: \_\_\_\_\_

I certify that the foregoing was published as Ordinance No. \_\_\_\_ on the \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Laura A. Schaefer, City Clerk

# City of Carroll

627 N. Adams Street

Carroll, Iowa 51401

(712) 792-1000

FAX: (712) 792-0139

**MEMO TO:** Aaron Kooiker, City Manager

**FROM:** Chad Tiemeyer, Director of Parks and Recreation

**DATE:** November 5, 2025

**SUBJECT:** Cemetery Fees and Charges Resolution

Staff determined between increase costs in wages and situations we are frequently encountering, adjustments are necessary for the Carroll Cemetery rates as well as structure. The last rate adjustments were in 2011, 2013 and 2021. This discussion has also included both local funeral homes to help follow similar policies set by other western Iowa cemeteries. At the September 15, 2025 Parks, Recreation and Cultural Advisory Board meeting, the proposed rates were unanimously approved. Below is a chart showing current and recommended rates:

|                     |             |          |          |          |           |
|---------------------|-------------|----------|----------|----------|-----------|
| Lot Fees:           |             | Current  | Proposed |          |           |
|                     | Babyland    | \$350.00 | \$350.00 |          |           |
|                     | Flush       | \$200.00 | \$200.00 |          |           |
|                     | Upright     | \$525.00 | \$525.00 |          |           |
|                     |             |          |          |          |           |
| Opening and Closing |             | Current  |          | Proposed |           |
|                     |             | Mon-Fri  | Weekends | Mon-Fri  | Saturdays |
|                     | Adult       | \$500.00 | \$700.00 | \$600.00 | \$800.00  |
|                     | Child (0-5) | \$250.00 | \$375.00 | \$250.00 | \$375.00  |
|                     | Cremations  | \$250.00 | \$375.00 | \$400.00 | \$550.00  |
|                     | Combo Urns  | \$300.00 | \$425.00 | \$450.00 | \$600.00  |

New proposals for Openings and Closings are listed below:

1. One-half price internment when ashes are set into stone when no physical hole is being dug.
2. Combination Urns (two people in same urn) are permitted. No extra physical work is done, but paperwork, filling, and fees from state are required.
3. Weekday burials may occur between 7 a.m. and 3 p.m. with an additional \$100 per hour outside that window.
4. Saturday burials may occur between 9 a.m. and 2 p.m. with an additional \$100 per hour outside that window.
5. No burials on Sundays or City holidays.
6. Add Winter Rates - due to the extra work of thawing the ground an additional \$150 will be charged when thawing is required to cover the cost of propane. This will be lifted once frost is out of the ground.

|              |          |            |
|--------------|----------|------------|
|              | Mon-Fri  | Mon-Fri    |
| Disinterment | \$650.00 | \$1,000.00 |

Disinterment will only be allowed Monday – Friday, 7 a.m. to 4 p.m. and must be approved by the Director of Parks and Recreation.

**RECOMMENDATION:** Mayor and City Council consideration and approval of the attached resolution authorizing the Cemetery Fees and Charges to begin December 1, 2025.



**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION AUTHORIZING FEES AND CHARGES FOR THE CITY CEMETERY**

WHEREAS, Chapter 115 of the City of Carroll Code of Ordinances allows the City Council to establish fees and charges for the City Cemetery; and

WHEREAS, the City Council desires to update and establish new fees and charges for the City Cemetery to reflect increased labor costs, changing operational needs, and to maintain consistency with other western Iowa cemeteries; and

WHEREAS, the City Council establishes the following fees and charges for the City Cemetery effective December 1, 2025:

|                            |             |          |          |
|----------------------------|-------------|----------|----------|
| Lot Fees:                  | Babyland    | \$350.00 |          |
|                            | Flush       | \$200.00 |          |
|                            | Upright     | \$525.00 |          |
| Opening & Closing Charges: |             | Mon–Fri  | Saturday |
|                            | Adult       | \$600.00 | \$800.00 |
|                            | Child (0–5) | \$250.00 | \$375.00 |
|                            | Cremations  | \$400.00 | \$550.00 |
|                            | Combo Urns  | \$450.00 | \$600.00 |

**Additional Provisions:**

- One-half price interment applies when ashes are set into head stone, memorial or bench and no physical hole is dug.
- Combination urns (two persons in one urn) include additional paperwork and state fees.
- Weekday burials may occur between 7:00 a.m. and 3:00 p.m. with an additional \$100 per hour outside that window.
- Saturday burials may occur between 9:00 a.m. and 2:00 p.m. with an additional \$100 per hour outside that window.
- No burials will be permitted on Sundays or City holidays.
- A Winter Rate of an additional \$150.00 will apply for all openings/closings requiring ground thawing.

|                       |         |
|-----------------------|---------|
| Disinterment Charges: | Mon-Fri |
|                       | \$1,000 |

Disinterment's are permitted Monday through Friday, 7:00 a.m. to 4:00 p.m. and must be approved by the Director of Parks and Recreation.

WHEREAS, the Council deems the above-stated fees and charges to be appropriate and in the best interest of the City of Carroll;

NOW, THEREFORE, BE IT RESOLVED that the above-stated fees and charges for the City Cemetery are hereby authorized and approved, and that this Resolution shall become effective on December 1, 2025.

Passed and adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

CITY COUNCIL OF THE  
CITY OF CARROLL, IOWA

By: \_\_\_\_\_  
Gerald H. Fleshner, Mayor

ATTEST:

\_\_\_\_\_  
Laura A. Schaefer, City Clerk

# City of Carroll

627 N. Adams Street

Carroll, Iowa 51401

(712) 792-1000

FAX: (712) 792-0139

**MEMO TO:** Aaron Kooiker, City Manager

**FROM:** Dan Hannasch, Building Department

**DATE:** November 6, 2025

**SUBJECT:** Resolution Setting a Public Hearing on the Adoption of the 2021 Building Codes

City staff has been working with Veenstra and Kim, Inc. (V&K) since May 2025 for all building code inspections. Currently, the City is using the 2015 building codes. V&K recommends adopting the more current 2021 building codes.

The purpose to adopt the 2021 edition of the International Series of Codes, including International Residential Code, International Building Code, International Existing Building Code, International Mechanical Code, Uniform Plumbing Code, National Electric Code, International Fuel Gas Code, International Property Maintenance Code, International Energy Conservation Code, and International Fire Code is essential for the integrating advancements in safety, sustainability, and cost-effective construction practices within our community.

Staff have reviewed the codes and propose minor, necessary local amendments to address specific local conditions, which require formal findings to support their adoption. Adoption ensures the city remains compliant with state mandates regarding building code enforcement. The adoption process has also been reviewed by the City Attorney.

As required by Section 380.10 Iowa Code (2025), a city must hold a public hearing on the proposed building codes before they can be adopted. Attached is a resolution to set a public hearing for the November 24, 2025 Council meeting. At the conclusion of the public hearing on November 24, Council can then begin the ordinance adoption process.

**RECOMMENDATION:** Council discussion and approval of a Resolution Setting a Public Hearing for November 24, 2025, on the Adoption of the 2021 Building Codes.

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION SETTING A PUBLIC HEARING ON PROPOSED STANDARD CODES  
TO BE ADOPTED BY REFERENCE**

WHEREAS, the City of Carroll desires to adopt an Ordinance to repeal and replace its Building Code, Chapter 155, Carroll Code of Ordinances; and

WHEREAS, the City of Carroll desires to adopt by reference some or all of the International Series of Codes, including International Residential Code, International Building Code, International Existing Building Code, International Mechanical Code, Uniform Plumbing Code, National Electric Code, International Fuel Gas Code, International Property Maintenance Code, International Energy Conservation Code, and International Fire Code, when it adopts its new Building Code, contained in Chapter 155, Carroll Code of Ordinances; and

WHEREAS, Section 380.10 Iowa Code (2025) requires a public hearing on any proposed standard codes to be adopted by reference; and

WHEREAS, the City Clerk shall publish Notice of Hearing as provided in Section 362.3. The Notice must state that copies of the proposed standard codes are available at the City Clerk's office.

NOW, THEREFORE, BE IT RESOLVED that a public hearing on the proposed standard codes to be adopted by reference is set for the 24<sup>th</sup> day of November, 2025, at 5:15 P.M., at the Carroll City Hall, 627 N. Adams Street, Carroll, Iowa.

Passed and Approved this 10<sup>th</sup> day of November, 2025.

CITY COUNCIL OF THE  
CITY OF CARROLL, IOWA

By: \_\_\_\_\_  
Gerald H. Fleshner, Mayor

ATTEST:

\_\_\_\_\_  
Laura Schaefer, City Clerk

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# City of Carroll

627 N. Adams Street

Carroll, Iowa 51401

(712) 792-1000

FAX: (712) 792-0139

**MEMO TO:** Aaron Kooiker, City Manager

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

**DATE:** November 5, 2025

**SUBJECT:** Biokinometrics Holdings LLC and DMBA Properties & Consulting, Inc.

- Annual Tax Increment Finance Appropriations Resolution for FY 2027

On December 27, 2016, the City entered into a development agreement (the “agreement”) with Biokinometrics Holdings LLC and DMBA Properties & Consulting, Inc. (the “Developer”). The agreement required the developer to construct a 17,000-square foot building along with create 10 new jobs in the building. In exchange, the City will provide a tax increment grant equal to the incremental property tax revenues generated and paid by the developer on the new building over 15 years, not to exceed a total grant amount of \$300,000.

The agreement also provides a provision that each tax increment grant shall be subject to annual appropriation by the City Council. Prior to December 1 of each year, during the term of the agreement, the City Council shall consider the question of obligating to fund the tax increment grant to be collected in the next fiscal year.

Annual appropriations is common language in development agreements of this type in Iowa and without this language the City would be required to count the total amount of the grant against the City’s debt obligations and constitutional debt limit. While this language allows the current and future City Councils to choose to not appropriate funds for this grant in the future without any recourse from the Developer, such an action does carry consequences for the City. If the Council would choose to not appropriate funds, the City’s bond rating would likely change to “junk status”. In the end, the City’s ability to borrow funds could be affected and if the City were able to borrow funds then the City would likely be hammered with a higher interest rate that could cost the City more in the end than the grant payments themselves.

The developer has completed construction of the building and on October 6, 2025, the developer certified the creation/retention of 10 new jobs, as required by the agreement.

The attached resolution appropriates the tax increment finance (TIF) revenue to be collected in FY 2027 related to this project to be paid to the developer and to account for this in the FY 2027 budget. FY 2027 will be the ninth year of annual appropriations. The remaining grant amount available after the FY 2026 annual appropriations payment is \$142,794.58.

**RECOMMENDATION:** Council consideration and approval of the resolution obligating funds from the Central Business District Urban Renewal Tax Revenue Fund for appropriation of the payment of the tax increment grant to Biokinometrics Holdings, LLC and DMBA Properties & Consulting, Inc. for FY 2027.

RESOLUTION NO. \_\_\_\_\_

**Obligating funds from the Central Business District Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation tax increment financed obligations which shall come due in the next succeeding fiscal year**

WHEREAS, the City of Carroll, Iowa (the “City”), pursuant to and in strict compliance with all laws applicable to the City, and in particular the provisions of Chapter 403 of the Code of Iowa, has adopted an Eighth Amended and Restated Urban Renewal Plan for the Amended and Restated Central Business District Urban Renewal Area (the “Urban Renewal Area”); and

WHEREAS, this Council has adopted an ordinance providing for the division of taxes levied on taxable property in the Urban Renewal Area pursuant to Section 403.19 of the Code of Iowa and establishing the fund referred to in Subsection 2 of Section 403.19 of the Code of Iowa (the “Urban Renewal Tax Revenue Fund”), which fund and the portion of taxes referred to in that subsection may be irrevocably pledged by the City for the payment of the principal and interest on indebtedness incurred under the authority of Section 403.9 of the Code of Iowa to finance or refinance in whole or in part projects in the Urban Renewal Area; and

WHEREAS, the City has agreed to make semi-annual payments which shall come due in the fiscal year beginning July 1, 2018, under the Development Agreement dated December 27, 2016, (the “Agreement”) between the City and Biokinometrics Holdings LLC and DMBA Properties & Consulting, Inc., equal in amount to 100% of the Incremental Property Tax Revenues (as such term is defined in the Agreement) received by the City during such fiscal year in respect of the Project (as such term is defined in the Agreement) (the “Annual Semi-Payment”), up to the amount of the Maximum Grant Total described in the Agreement; and

WHEREAS, the Development Agreement requires the Developer to maintain a minimum of 10 full-time permanent jobs. On October 15, 2025, the Developer certified a minimum 10 full-time jobs; and

WHEREAS, it is now necessary for the City Council to obligate for appropriation to the Annual Payment, funds anticipated to be received in the Urban Renewal Tax Revenue Fund in the fiscal year beginning July 1, 2026; and

WHEREAS, the City Clerk is directed to certify the amount obligated for appropriation to the Annual Payment, funds anticipated to be received in the Urban Renewal Tax Revenue Fund, to the County Auditor by December 1, 2025, of debt payable from the Urban Renewal Tax Revenue Fund.

NOW, THEREFORE, It Is Resolved by the City Council of the City of Carroll, Iowa, as follows:

Section 1. The City Council hereby obligates a portion of the said Incremental Property Tax Revenues, estimated to be \$30,000.00, so received as described in the preambles

hereof for appropriation from the Urban Renewal Tax Revenue Fund to the Semi-Annual Payment in the fiscal year beginning July 1, 2026.

Section 2. The City Clerk is hereby directed to certify the amount obligated for appropriation in Section 1 above, on the City's December 1, 2025 certification of debt payable from the Urban Renewal Tax Revenue Fund and to reflect such amount in the City's budget for the next succeeding fiscal year.

Section 3. All resolutions or parts of resolutions in conflict herewith are hereby repealed.

PASSED AND APPROVED this 10th day of November, 2025.

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Gerald H. Fleshner, Mayor

Attest:

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Laura A. Schaefer, City Clerk

# City of Carroll

627 N. Adams Street

Carroll, Iowa 51401

(712) 792-1000

FAX: (712) 792-0139

**MEMO TO:** Aaron Kooiker, City Manager

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

**DATE:** November 5, 2025

**SUBJECT:** 704 Development Corp.

- Annual Tax Increment Finance Appropriations Resolution for FY 2027

On November 14, 2022, Council approved an Agreement to Reinstitute the Agreement for Private Development with 704 Development Corp. 704 Development Corp completed public infrastructure along with constructing 12 housing units (6 separate duplex buildings). In return, the City shall make a tax increment economic development grant of up to 10 consecutive payments up to the lesser of the cost of the infrastructure improvements or \$72,000.

The agreement provides a provision that each tax increment grant shall be subject to annual appropriation by the City Council. Prior to December 1 of each year, during the term of the agreement, the City Council shall consider the question of obligating to fund the tax increment grant to be collected in the next fiscal year.

“Annual appropriations” is common language in development agreements of this type in Iowa and without this language the City would be required to count the total amount of the grant against the City’s debt obligations and constitutional debt limit. While this language allows the current and future City Councils to choose to not appropriate funds for this grant in the future without any recourse from the Developer, such an action does carry consequences for the City. If the Council would choose to not appropriate funds, the City’s bond rating would likely change to “junk status.” In the end, the City’s ability to borrow funds could be affected, and if the City were able to borrow funds, then the City would likely be hammered with a higher interest rate that could cost the City more in the end than the grant payments themselves.

The attached resolution appropriates the tax increment finance (TIF) revenue to be collected in FY 2027 related to this project to be paid to the developer and to account for this in the FY 2027 budget. FY 2027 will be the fourth year of annual appropriations. The remaining grant amount available after the FY 2025 annual appropriations payment is \$44,363.93.

**RECOMMENDATION:** Council consideration and approval of a resolution obligating funds from the Rolling Hills South Condominiums Urban Renewal Tax Fund for appropriation of the payment of the tax increment grant to 704 Development Corp. for FY 2027.



**RESOLUTION NO. \_\_\_\_\_**

**Obligating funds from the Rolling Hills South Condominiums Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation tax increment financed obligations which shall come due in the next succeeding fiscal year**

WHEREAS, the City of Carroll, Iowa (the “City”), pursuant to and in strict compliance with all laws applicable to the City, and in particular the provisions of Chapter 403 of the Code of Iowa, has adopted a Rolling Hills South Condominiums Urban Renewal Area (the “Urban Renewal Area”); and

WHEREAS, this Council has adopted an ordinance providing for the division of taxes levied on taxable property in the Urban Renewal Area pursuant to Section 403.19 of the Code of Iowa and establishing the fund referred to in Subsection 2 of Section 403.19 of the Code of Iowa (the “Urban Renewal Tax Increment Revenue Fund”), which fund and the portion of taxes referred to in that subsection may be irrevocably pledged by the City for the payment of the principal and interest on indebtedness incurred under the authority of Section 403.9 of the Code of Iowa to finance or refinance in whole or in part projects in the Urban Renewal Area; and

WHEREAS, the City has agreed to make annual payments which shall come due in the fiscal year beginning July 1, 2023, under the Reinstating Agreement for Private Development Agreement dated November 14, 2022 (the “Agreement”) between the City and 704 Development Corp., equal in amount to 100% of the Incremental Property Tax Revenues (as such term is defined in the Agreement), remaining after the LMI assistance requirements of Chapter 403 are satisfied, collected by the City during such fiscal year with respect to the Project (as such term is defined in the Agreement) (the “Annual Payment”), up to the amount of the Maximum Grant Total described in the Agreement; and

WHEREAS, it is now necessary for the City Council to obligate for appropriation to the Annual Payment, funds anticipated to be received in the Urban Renewal Tax Increment Revenue Fund in the fiscal year beginning July 1, 2026; and

WHEREAS, the City Clerk is directed to certify the amount obligated for appropriation to the Annual Payment, funds anticipated to be received in the Urban Renewal Tax Revenue Fund, to the County Auditor by December 1, 2025, of debt payable from the Urban Renewal Tax Increment Revenue Fund.

NOW, THEREFORE, It Is Resolved by the City Council of the City of Carroll, Iowa, as follows:

Section 1. The City Council hereby obligates a portion of the said Incremental Property Tax Revenues, estimated to be \$50,000.00 so received as described in the preambles hereof for appropriation from the Urban Renewal Tax Revenue Fund to the Annual Payment in the fiscal year beginning July 1, 2026.

Section 2. The City Clerk is hereby directed to certify the amount obligated for appropriation in Section 1 above, on the City's December 1, 2025 certification of debt payable from the Urban Renewal Tax Increment Revenue Fund and to reflect such amount in the City's budget for the next succeeding fiscal year.

Section 3. All resolutions or parts of resolutions in conflict herewith are hereby repealed.

PASSED AND APPROVED this 10th day of November, 2025.

CITY COUNCIL OF THE  
CITY OF CARROLL, IOWA

---

Gerald H. Fleshner, Mayor

Attest:

---

Laura A. Schaefer, City Clerk

# City of Carroll

627 N. Adams Street

Carroll, Iowa 51401

(712) 792-1000

FAX: (712) 792-0139

**MEMO TO:** Aaron Kooiker, City Manager

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

**DATE:** November 5, 2025

**SUBJECT:** Brian J. Wendl, Holly A. Wendl, Jason R. Atherton and Karen M. Atherton (Hoyt Mansion)

- Annual Tax Increment Finance Appropriations Resolution for FY 2027

On August 8, 2022, the City entered into a development agreement (the “agreement”) with Brian J. Wendl, Holly A. Wendl, Jason R. Atherton and Karen M. Atherton (the “Developer”). The agreement required the developer to renovate the interior and exterior of the property known as the Hoyt Mansion (described as Lots 6, 7 and 8, Block 5, First Addition) including new concrete, landscaping, trees, a garden area with a fountain, ironwork, repairing the original slate roof, tuck pointing the bricks, new windows and paint. In exchange, the City will provide a tax increment blight remediation grant equal to the incremental property tax revenues generated and paid by the developer on the renovated building over 15 years, not to exceed the total grant amount of \$250,000.

The agreement also provides a provision that each tax increment grant shall be subject to annual appropriation by the City Council. Prior to December 1 of each year, during the term of the agreement, the City Council shall consider the question of obligating to fund the tax increment grant to be collected in the next fiscal year.

Annual appropriations is common language in development agreements of this type in Iowa and without this language the City would be required to count the total amount of the grant against the City’s debt obligations and constitutional debt limit. While this language allows the current and future City Councils to choose to not appropriate funds for this grant in the future without any recourse from the Developer, such an action does carry consequences for the City. If the Council would choose to not appropriate funds, the City’s bond rating would likely change to “junk status”. In the end, the City’s ability to borrow funds could be affected and if the City were able to borrow funds then the City would likely be hammered with a higher interest rate that could cost the City more in the end than the grant payments themselves.

During 2024 the developer certified the completion of the building renovations and on October 10, 2025, the developer certified the list of commercial enterprises employing individuals in the renovated building, as required by the agreement.

The attached resolution appropriates the tax increment finance (TIF) revenue to be collected in FY 2027 related to this project to be paid to the developer and to account for this in the FY 2027 budget. FY 2027 will be the first year of annual appropriations.

**RECOMMENDATION:** Council consideration and approval of the resolution obligating funds from the Central Business District Urban Renewal Tax Revenue Fund for appropriation of the payment of the tax increment grant to Brian J. Wendl, Holly A. Wendl, Jason R. Atherton and Karen M. Atherton for FY 2027.

RESOLUTION NO. \_\_\_\_\_

**Obligating funds from the Central Business District Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation tax increment financed obligations which shall come due in the next succeeding fiscal year**

WHEREAS, the City of Carroll, Iowa (the “City”), pursuant to and in strict compliance with all laws applicable to the City, and in particular the provisions of Chapter 403 of the Code of Iowa, has adopted an Eighth Amended and Restated Urban Renewal Plan for the Amended and Restated Central Business District Urban Renewal Area (the “Urban Renewal Area”); and

WHEREAS, this Council has adopted an ordinance providing for the division of taxes levied on taxable property in the Urban Renewal Area pursuant to Section 403.19 of the Code of Iowa and establishing the fund referred to in Subsection 2 of Section 403.19 of the Code of Iowa (the “Urban Renewal Tax Revenue Fund”), which fund and the portion of taxes referred to in that subsection may be irrevocably pledged by the City for the payment of the principal and interest on indebtedness incurred under the authority of Section 403.9 of the Code of Iowa to finance or refinance in whole or in part projects in the Urban Renewal Area; and

WHEREAS, the City has agreed to make annual payments which shall come due in the fiscal year beginning July 1, 2025, under the Development Agreement dated August 8, 2022, (the “Agreement”) between the City and Brian J. Wendl, Holly A. Wendl, Jason R. Atherton and Karen M. Atherton, equal in amount to 100% of the Incremental Property Tax Revenues (as such term is defined in the Agreement) received by the City during such fiscal year in respect of the Project (as such term is defined in the Agreement) (the “Annual Payment”), up to the amount of the Maximum Blight Remediation Grant Total described in the Agreement; and

WHEREAS, the Development Agreement requires the Developer to provide a list of the commercial enterprises employing individuals in the Development Property; and

WHEREAS, it is now necessary for the City Council to obligate for appropriation to the Annual Payment, funds anticipated to be received in the Urban Renewal Tax Revenue Fund in the fiscal year beginning July 1, 2026; and

WHEREAS, the City Clerk is directed to certify the amount obligated for appropriation to the Annual Payment, funds anticipated to be received in the Urban Renewal Tax Revenue Fund, to the County Auditor by December 1, 2025, of debt payable from the Urban Renewal Tax Revenue Fund.

NOW, THEREFORE, It Is Resolved by the City Council of the City of Carroll, Iowa, as follows:

Section 1. The City Council hereby obligates a portion of the said Incremental Property Tax Revenues, estimated to be \$7,500.00, so received as described in the preambles hereof for appropriation from the Urban Renewal Tax Revenue Fund to the Annual Payment in the fiscal year beginning July 1, 2026.

Section 2. The City Clerk is hereby directed to certify the amount obligated for appropriation in Section 1 above, on the City's December 1, 2025 certification of debt payable from the Urban Renewal Tax Revenue Fund and to reflect such amount in the City's budget for the next succeeding fiscal year.

Section 3. All resolutions or parts of resolutions in conflict herewith are hereby repealed.

PASSED AND APPROVED this 10th day of November, 2025.

---

Gerald H. Fleshner, Mayor

Attest:

---

Laura A. Schaefer, City Clerk

# City of Carroll

627 N. Adams Street

Carroll, Iowa 51401

(712) 792-1000

FAX: (712) 792-0139

**MEMO TO:** Aaron Kooiker, City Manager   
**FROM:** Laura Schaefer, City Clerk/Finance Director   
**DATE:** November 5, 2025  
**SUBJECT:** Echo Urban Renewal Plan

- Resolution Authorizing or Confirming Advancement of Costs for Urban Renewal Projects and Authorizing Certification of Expenses Incurred by the City for Payment Under Iowa Code Section 403.19

In the Fall of 2024 Council approved a resolution that established the Echo Urban Renewal Area and adopted an ordinance that established the ability to collect tax increment finance (TIF) revenues in the area for eligible urban renewal expenses.

A resolution is attached that authorizes city staff to certify TIF debt costs the city has paid for expenses relating to planning, engineering fees (for urban renewal plans), attorney fees, administrative and other related costs to support urban renewal projects and planning within the Urban Renewal Area. The certification of these expenses will freeze the base year valuation of the Echo Urban Renewal Area as January 1, 2024, before construction began on the new facility. Currently, the administrative expenses to be reimbursed by the TIF collections is \$5,949.45.

**RECOMMENDATION:** Council consideration and approval resolution authorizing or confirming advancement of costs for urban renewal projects and authorizing certification of expenses incurred by the City for Payment under Iowa Code Section 403.19 for the Echo Urban Renewal Plan.

November 10, 2025

The City Council of the City of Carroll, Iowa, met in regular session, at in the Council Chambers, City Hall Carroll, Iowa at 5:15 P.M., on the above date. There were present Mayor \_\_\_\_\_ in the chair, and the following named Council Members:

\_\_\_\_\_  
\_\_\_\_\_

Absent: \_\_\_\_\_

\* \* \* \* \*

Council Member \_\_\_\_\_ introduced the following Resolution entitled "RESOLUTION AUTHORIZING OR CONFIRMING ADVANCEMENT OF COSTS FOR URBAN RENEWAL PROJECTS AND AUTHORIZING CERTIFICATION OF EXPENSES INCURRED BY THE CITY FOR PAYMENT UNDER IOWA CODE SECTION 403.19" and moved its adoption. Council Member \_\_\_\_\_ seconded the motion to adopt. The roll was called and the vote was,

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

**RESOLUTION NO. \_\_\_\_\_**

RESOLUTION AUTHORIZING OR CONFIRMING ADVANCEMENT OF COSTS FOR AN URBAN RENEWAL PROJECT AND AUTHORIZING CERTIFICATION OF EXPENSES INCURRED BY THE CITY FOR PAYMENT UNDER IOWA CODE SECTION 403.19

WHEREAS, by Resolution adopted August 26, 2024, this Council found and determined that certain areas located within the City are eligible and should be designated as an urban renewal area under Iowa law, and approved and adopted the Echo Urban Renewal Plan (the "Plan" or "Urban Renewal Plan") for the Echo Urban Renewal Area (the "Area" or "Urban Renewal Area") described therein, which Plan is on file in the office of the Recorder of Carroll County; and

WHEREAS, the Plan, on page 6, generally described an urban renewal project to include planning, engineering fees (for urban renewal plans), attorney fees, administrative, and other related costs to support urban renewal projects and planning within the Urban Renewal Area during the duration of this Urban Renewal Plan (the "Project"); and

WHEREAS, the Project does not exceed the projected cost estimates described in the Plan; and, in the judgment of the Council will further one or more of the objectives of the Plan. Therefore, the Project constitutes a public use and purpose as provided by Iowa Code Chapters 15A and 403; and

WHEREAS, the City intends to advance or has advanced costs from the General Fund to pay costs associated with the Project and thereafter reimburse said funds with tax increment; and

WHEREAS, before approving an urban renewal project for reimbursement with tax increment, it is necessary to make certain findings under Chapter 403; and



WHEREAS, it is the intention of the City to certify the amount of funds advanced for reimbursement under Iowa Code Section 403.19 before December 1, 2025; and

WHEREAS, the amount of funds advanced or to be advanced for the Project is estimated not to exceed \$50,000.00.

NOW, THEREFORE, IT IS RESOLVED by the City Council of the City of Carroll, Iowa, as follows:

Section 1. Pursuant to Ordinance No. 2415, there has been established the Echo Urban Renewal Area Tax Increment Revenue Fund (the "Tax Increment Fund"), into which all incremental property tax revenues received from the Urban Renewal Area are deposited. The Council finds the Project to be an Urban Renewal Project as defined in Iowa Code Chapter 403, and further finds that said Project is included in the Plan, for the Urban Renewal Area.

Section 2. It is hereby directed that the total costs for the Project advanced from time to time from the General Fund in order to pay the costs of the Project shall be treated as an advance and the General Fund shall be reimbursed the total actual project costs from the Tax Increment Fund.

Section 3. All project costs to be incurred for the Project are approved to be advanced or as advanced as described in Section 2. The fees and costs are currently estimated not to exceed \$50,000.00.

Section 4. Certification for reimbursement under Iowa Code Section 403.19 shall be made by the Council on or before December 1, 2025.

ADOPTED AND PASSED BY THE CITY COUNCIL OF THE CITY OF CARROLL, STATE OF IOWA, this 10th day of November, 2025.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

CERTIFICATE

|                   |      |
|-------------------|------|
| STATE OF IOWA     | )    |
|                   | ) SS |
| COUNTY OF CARROLL | )    |

I, the undersigned City Clerk of the City of Carroll, State of Iowa, do hereby certify that attached is a true and complete copy of the portion of the corporate records of the City showing proceedings of the City Council, and the same is a true and complete copy of the action taken by the Council with respect to the matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that meeting and all action thereat was duly and publicly held in accordance with a notice of public hearing and tentative agenda, a copy of which was timely served on each member of the Council and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Council (a copy of the face sheet of the agenda being attached hereto) pursuant to the local rules of the Council and the provisions of Chapter 21, Code of Iowa, upon reasonable advance notice to the public and media at least twenty-four hours prior to the commencement of the meeting as required by law and with members of the public present in attendance; I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective City offices as indicated therein, that no Council vacancy existed except as may be stated in the proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the City or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand and the seal of the Council hereto affixed this 10th day of November, 2025.

---

City Clerk, City of Carroll, State of Iowa

01782707-1\10275-074

# City of Carroll

627 N. Adams Street

Carroll, Iowa 51401

(712) 792-1000

FAX: (712) 792-0139

**MEMO TO:** Aaron Kooiker, City Manager *AK*  
**FROM:** Laura A. Schaefer, Finance Director/City Clerk *las*  
**DATE:** November 6, 2025  
**SUBJECT:** Utility Bills Mailing Options

Currently, the City prints, stuffs and mails utility bills and late notices in the office with office staff. The folder/insert machine we use is nine years old, which is well past its useful life. Just about every month we are calling maintenance to work on the machine while we are trying to mail out the utility bills.

Staff gathered information to replace the current machine or outsource the mailing of the utility bills. The quote received to replace the machine with a new machine is approximately \$15,700 with an annual maintenance cost of \$1,650.

Staff determined how much it costs to print, stuff and mail utility bills with current office staff and also sought quotes to outsource the mailing of the utility bills. Staff sought quotes from three vendors to compare to the current costs to mail out the utility bills with current staff:

|                     | <u>Current staff**</u> | <u>InfoSend, Inc.</u> | <u>Quadient</u> | <u>Stone Printing</u> |
|---------------------|------------------------|-----------------------|-----------------|-----------------------|
| Per piece cost      | \$0.2746               | <b>\$0.137</b>        | N/A             | \$0.3905              |
| Est. monthly costs* | \$961.19               | <b>\$479.50</b>       | \$1,107.89***   | \$1,366.75            |

\* Based upon mailing 3,500 envelopes. Does not include postage expense as that is a pass through expense from each vendor.

\*\* Includes cost for paper, envelopes, copier usage, staff time and folder/insert machine cost amortized over 9 years.

\*\*\* 60-month lease

InfoSend, Inc. is the lowest quote received. Staff checked references from other cities that have the same utility billing software as of the City of Carroll and utilize the services of InfoSend, Inc. All references have a very good working relationship with InfoSend, Inc.

**RECOMMENDATION:** Council discussion and approval a resolution to approve a Master Service Agreement with InfoSend, Inc. to mail the City of Carroll utility bills and late notices.

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION APPROVING MASTER SERVICE AGREEMENT WITH INFOSEND, INC.  
TO MAIL UTILITY BILLS AND LATE NOTICES**

WHEREAS, Chapter 17, of the Code of Ordinances of the City of Carroll, Iowa, provides that all contracts made by the City be reduced to writing and approved by the City Council by resolution; and

WHEREAS, it is determined that the approval of a Master Service Agreement with InfoSend, Inc. to mail utility bills and late notices is in the best interest of the City of Carroll, Iowa; and

NOW, THEREFORE, BE IT RESOLVED that a Master Service Agreement with InfoSend, Inc. to mail utility bills and late notices is in the best interest of the City of Carroll, Iowa.

PASSED AND APPROVED by the City Council of the City of Carroll, Iowa, this 10th day of November, 2025.

CITY COUNCIL OF THE  
CITY OF CARROLL, IOWA

BY: \_\_\_\_\_  
Gerald H. Fleshner, Mayor

ATTEST:

By: \_\_\_\_\_  
Laura A. Schaefer, City Clerk

## InfoSend Master Service Agreement

This Master Service Agreement (“**Agreement**”) is entered into on \_\_\_\_\_ (the “**Effective Date**”) by and between The City of Carroll, IA, a municipal corporation, having its main office at 627 North Adams Street, Carroll IA, 51401 (“**Client**”) and **InfoSend, Inc.**, a California Corporation, having its main office at 4240 E. La Palma Avenue, Anaheim, California 92807 (“**InfoSend**”). Client and InfoSend are collectively referred to herein as the “parties” and individually as a “party.”

In consideration of the mutual promises and upon the terms and conditions set forth below, the parties agree as follows:

### 1 Definitions

For the purposes of this Agreement, the following terms and words shall have the meaning ascribed to them, unless the context clearly indicates otherwise.

**1.1 “Affiliate”** means, with respect to a party, any entity or person that, directly or indirectly, owns or is owned by (whether in whole or in part), controls or is controlled by, or is under common control with, such party.

**1.2 “Agreement”** shall refer to this Agreement, as amended from time to time, which shall constitute an authorization for the term of this Agreement for InfoSend to provide the Services, described herein, to the Client.

**1.3 “User(s)”** shall mean a customer or employee of Client accessing InfoSend hosted applications via the Internet. Users of the System will agree to accept all the terms and conditions herein, and may be issued a unique User ID and/or password by InfoSend or Client.

**1.4 “Services”** shall include the performance of the Services outlined in Section 2 and detailed in Exhibits A and C of this Agreement.

**1.5 “System”** shall include all InfoSend hosted data and software applications.

**1.6 “Client Data”** shall refer to all Client-supplied computer data files that contain personally identifiable information.

### 2 Services Provided by InfoSend

#### 2.1 Scope of Services

Subject to the terms and conditions of this Agreement, InfoSend, itself and/or through its Affiliate(s), shall provide to Client, and Client shall purchase from InfoSend, the services listed in Exhibit A (“Scope of Primary Services”) to this Agreement at the price set forth in Exhibit B (“InfoSend Fees”). In the event Client requires other consulting, installation, development and/or customization services, InfoSend shall perform and Client

shall purchase such services in accordance with the provisions of Exhibit C (“Professional Services”) of this Agreement.

#### 2.2 Professionalism

InfoSend and Client shall operate in a professional manner under this Agreement: in providing and receiving Services under this Agreement, the parties will perform in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession under similar circumstances.

#### 2.3 Time of Performance of Services

InfoSend and Client acknowledge and agree that each party will use reasonable diligence to perform their respective obligations under this Agreement in a timely manner.

### 3 License Grant and Restrictions

#### 3.1 Grant of License

InfoSend agrees to provide to Users the right to use software and the provision of Services, but in all cases only in full and complete compliance with all of the terms and conditions of this Agreement. Subject to the terms of this Agreement, InfoSend hereby grants, and Client hereby accepts, for the Term (as defined herein) of this Agreement, a non-exclusive, non-transferable license to access and use and to permit its Users to access and use the System via the Internet (the “License”).

#### 3.2 License Restrictions

Client hereby agrees not to: (i) reproduce, download, modify, create derivative works from, distribute, or attempt to reverse engineer, decompile, disassemble, or access the source or object code for, the System; (ii) use the System, or any component thereof, in any manner contrary to applicable laws or government regulations; or (iii) otherwise affect or attempt to enable the unauthorized use (with or without User ID and/or password) of the System.

### 4 Privacy and Security

#### 4.1 Regulatory Compliance

InfoSend will maintain compliance with required Payment Card Industry (PCI) Data Security Standards and Cardholder Information Security Standards, applicable rules and regulations of the Health Insurance Portability and Accountability Act (HIPAA), and applicable sections of the Gramm-Leach-Bliley Act of 1999.

## 5 Term & Termination

### 5.1 Term

The initial term of this Agreement shall commence on the effective date of this Agreement and continue for a period of three (3) years ("Initial Term") from the Effective Date. This Agreement will automatically renew for successive two (2) year periods ("Renewal Terms") unless either Client or InfoSend provides the other party with at least sixty (60) days' written notice prior to the end of the current term indicating that such party elects not to automatically renew the term of this Agreement. The party giving non-renewal notice may indicate if it prefers for the contract to be terminated at the end of the current term or to continue on a month-to-month basis, if mutually agreeable to both parties.

### 5.2 Termination for Cause

This Agreement may be terminated for cause as follows:

#### (i) Material Breach

A material breach of this Agreement by either party shall be cured within thirty (30) days after a party notifies the other of such breach. For those breaches which cannot reasonably be cured within thirty (30) days, the breaching party shall promptly commence curing such breach and thereafter proceed with reasonable due diligence to substantially cure such breach (the "Cure Period"). In the event that such material breach has not been cured within the Cure Period, the non-breaching party may terminate this Agreement in its entirety, or as it pertains to a particular Product, Deliverable, Service or Professional Service, by providing the other party with thirty (30) days' written notice as of a date specified in such notice.

#### (ii) Failure to Pay

After sixty (60) days of nonpayment on undisputed invoices, InfoSend may, at InfoSend's option, terminate this Agreement in its entirety or as it pertains to a particular Product, Deliverable, Service or Professional Service, by giving written notice to

Client, as of a date specified in such termination notice, pursuant to Section 6.3.

#### (iii) Insolvency or Bankruptcy

In the event that either party becomes or is declared insolvent or bankrupt, is the subject of any proceedings related to its liquidation, insolvency or for the appointment of a receiver or similar officer for it, makes an assignment for the benefit of all or substantially all of its creditors, or enters into an agreement for the composition, extension or readjustment of all or substantially all of its obligations, then the other party hereto may, by giving written notice thereof to such party, terminate this Agreement as of the date specified in such notice of termination.

### 5.3 Upon Termination

Upon termination of this Agreement, the parties agree to cooperate with one another to ensure that all accounts receivable are accounted for. Upon termination, InfoSend shall cease all Services provided hereunder, unless otherwise directed by the Client in writing and assuming all client fees remain current. Upon termination, Client will promptly pay to InfoSend any and all charges due, without offset, including but not limited to payables that are due pursuant to this Agreement, accrued finance charges, and the Discontinuance Fee set forth below, where applicable.

### 5.4 Discontinuance Fee

The parties have mutually agreed upon the Fees for the Services to be provided hereunder based upon volumes Client has represented in Exhibit B, Section 2 and the Term of this Agreement. Because of the impracticable or extreme difficulty in ascertaining the actual damages to InfoSend that would result from a termination of the Agreement prior to the expiration of the then-current term, Client agrees to pay a discontinuance fee to InfoSend in the event that (i) Client terminates the Agreement without cause prior to the expiration of the then-current term; or (ii) the Agreement is terminated due to a breach by Client prior to the expiration of the then-current term.

The discontinuance fee will be equal to two (2) months of the Client's average monthly billing for the previous six (6) months of Service (excluding any postage charges and professional services fees that were invoiced in that time period). Client agrees to pay the discontinuance fee prior to the effective date of such termination and in addition to all other payables then due and owing to InfoSend. The

parties agree that the amount of the discontinuance fee is a reasonable forecast of the just compensation for the harm to InfoSend caused by an early termination of this Agreement, and not a penalty.

**5.5 Force Majeure**

Neither party shall be liable, or deemed to be in default, to the other for any failure or delay in performing an obligation under this Agreement to the extent that its performance is delayed, impaired or rendered impossible by an event beyond its control (“Force Majeure Event”) such as natural disasters, war, terrorist acts, riots, labor strikes or shortages, civil disturbances, extra-ordinary losses of utilities (including telecommunications services), computer “hacker” attacks on internet infrastructure, regulatory restrictions, change in law or regulation or other acts of government authority, including civil and military authorities and courts, fuel or energy shortages, transportation stoppages or slowdowns, the inability to procure parts or raw materials, pandemics, supply-chain issues which causes a substantial increase in costs or decrease in availability of materials necessary for InfoSend and/or its Affiliate(s) to perform services under this Agreement, and/or acts or omissions of common carrier. These causes will not excuse Client from paying previously accrued payables due to InfoSend through any available lawful means acceptable to InfoSend.

**6 Invoicing and Payments**

**6.1 Invoicing**

InfoSend will invoice Client monthly and Client will pay InfoSend the fees described in and/or computed in accordance with **Exhibit B (InfoSend Fees)**. Client payment of these invoices is due upon receipt in U.S. dollars and shall be paid NET 30 unless expressly agreed to by InfoSend.

**6.2 Dispute of Invoice**

Should Client dispute any invoices, it must do so in writing within sixty (60) days of the invoice date with specific details as to the matters in dispute or any dispute shall be deemed waived.

**6.3 Late Payments**

InfoSend may elect to assess finance charges on any or all undisputed invoices that become past due at a rate of 1.5% per month.

The recurring nature of InfoSend’s Services result in a rapid rise in financial loss to InfoSend if a Client’s accounts payable process is delayed, particularly when InfoSend is

invoicing Client for postage charges. Therefore, InfoSend reserves the right to suspend Services until payments are brought current if past due account balances cannot be collected from Client. InfoSend’s Accounting staff will notify Client in writing before Services are suspended and give Client an opportunity to bring the account current before Services are put on hold. Should a hold be instigated, it will immediately be removed once the account is brought current.

**7 Communications**

**7.1 Notices**

Any notice hereunder must be in writing and sent by overnight courier service (such as FedEx or UPS), or USPS certified mail, all with delivery signature requested, to the other party hereto at the respective address set forth below:

**To Client:**  
C/O (Department): \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

**To InfoSend:**  
C/O: President  
Address: 4240 E. La Palma Avenue  
Anaheim, CA 92807

Notice shall be deemed to have been given and received one (1) business day after being sent via overnight courier service, or three (3) business days after being mailed by USPS certified mail. Each party may update its address or email address by providing written notice to the other party of such change in accordance with this section.

**8 Confidentiality & Intellectual Property**

**8.1 Confidentiality**

All information and data relating to Client’s business, as well as all User information, submitted by Client to InfoSend and/or its Affiliate(s) under this Agreement shall be treated as confidential by InfoSend and shall not, except as required to perform the Services under this Agreement or otherwise required by law, be disclosed to any third party by InfoSend without Client’s written consent. Notwithstanding anything to the contrary, the following shall not be deemed confidential: (a) information that is in the public domain through no fault of InfoSend or its Affiliate(s); (b) information that was known to InfoSend or its Affiliate(s) prior to disclosure by Client; or (c) information that is independently developed

by InfoSend or its Affiliate(s) without use of or reference to Confidential Information. InfoSend shall promptly notify Client should InfoSend be served with a summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, requests for admission, or other discovery request or court order (a "Request to Disclose") from any third party regarding this Agreement, the Services performed under this Agreement, and/or seeking such information or data. Client shall be responsible to timely make appropriate objections to any Request to Disclose.

Client will not disclose to any third party or use for any purpose inconsistent with this Agreement any confidential or proprietary non-public information it obtains from InfoSend during the term of this Agreement about InfoSend's business (the "Confidential Information"), which Confidential Information shall include InfoSend's operations, financial condition, technology, systems, suppliers, clients or prospective clients, marketing data, plans, pricing, and models, or personnel, unless required by applicable law. Client will ensure that its employees and agents similarly abide by the requirements hereof. Client will promptly notify InfoSend of its receipt of a Request to Disclose and Confidential Information, and InfoSend shall be responsible to timely make appropriate objections thereto.

InfoSend, and its licensors, where applicable, owns all rights, title and interest, including all related Intellectual Property Rights, in and to InfoSend technology, the content and the Services. The InfoSend name, the InfoSend logo, and the product names associated with the Service are trademarks of InfoSend or third parties, and no right or license is granted to use them.

## **9 Representations & Warranties**

### **9.1 InfoSend Representations and Warranties**

InfoSend represents and warrants that it has the legal power and authority to enter into this Agreement and that Services will be provided in a professional and workmanlike manner.

InfoSend warrants that the Services will materially perform the functions that the Client has selected under normal use and circumstances and that InfoSend shall use commercially reasonable measures to protect Client Data to the extent that it retains such data in the operation of the Services. Provided that Client gives InfoSend written notice of failure to meet the foregoing warranty within

sixty (60) days following delivery of any Services, or as otherwise specified in a Statement of Work ("SOW"), InfoSend warrants that it will use commercially reasonable efforts to correct any Services that fail to comply with the foregoing warranty. If there is no notice by Client within sixty (60) days following delivery of any Services, or as otherwise specified in a Statement of Work ("SOW"), it shall be deemed Client has accepted the Services and waived any claims to the otherwise.

### **9.2 Client Representations and Warranties**

Client represents and warrants that it has the legal power and authority to enter into this Agreement and provide to InfoSend all information and data necessary for InfoSend to perform the Services. Client further warrants that it will comply with all laws, regulations, and compliance requirements applicable to Client's and User's activities covered by this Agreement.

### **9.3 Warranty Disclaimer**

*Except as expressly set forth in Section 9.1 above, InfoSend disclaims all other representations or warranties, express or implied, made to Client or any other party, including without limitation, any warranties regarding quality, suitability, merchantability, fitness, for a particular purpose or otherwise of any services or any good provided incidental to the Services provided under this Agreement, to the extent permitted by applicable law.*

*InfoSend and its licensors and payment processors do not represent or warrant that (i) the use of the Services will be uninterrupted or error-free, or operate in combination with any other hardware, software, system or data; or (ii) the Services will not delay in processing or paying to the extent such delay is caused by things outside the control of InfoSend. Services may be subject to the limitations, delays, and other problems inherent in the use of the Internet and electronic communications. InfoSend is not responsible for any delays, delivery failures, or other damage resulting from such problems.*

In performing the Services, InfoSend is responsible for producing for print or online display the content that Client provides to InfoSend. InfoSend is not responsible for reviewing the content for spelling or typos, nor is InfoSend responsible for verifying the accuracy or legality of the content. It is Client's sole responsibility to verify that the content that InfoSend's applications will produce on Client's behalf is appropriate for distribution.

### **9.4 Inbound Communication Services Disclaimer**



InfoSend Inbound Communication services are intended to receive communications and data from clients to facilitate the performance of InfoSend Services. While the inbound services have been created with certain available tools and practices, they are dependent on infrastructure that is inherently not fail-proof, including but not limited to infrastructure such as United States Postal Service (“USPS”) delivery standards, software, computer hardware, network services, telephone and SMS services, and email. Examples of situations that could cause failure include but are not limited to: USPS failure to deliver, down phone lines, all lines busy, equipment failure, email address changes, and Internet service disruptions. Client acknowledges that it is aware of the potential hazards associated with using such infrastructure and will be responsible for ensuring InfoSend is in receipt of any communication or data destined for InfoSend. Client releases InfoSend from any and all liability that results from an unsuccessful communication or data transfer to InfoSend, one which does not produce a confirmation receipt from InfoSend.

### 9.5 Outbound Services Disclaimer

InfoSend Outbound Communication services are intended to create additional methods of communication for clients in support of existing processes. These services are not intended to replace all interaction with clients’ end users or employees. While the outbound services have been created with certain available tools and practices, they are dependent on infrastructure that is inherently not fail-proof, including but not limited to infrastructure such as United States Postal Service (“USPS”) delivery standards, software, computer hardware, network services, telephone and SMS services, and email. Examples of situations that could cause failure include but are not limited to: USPS failure to deliver, down phone lines, all lines busy, equipment failure, email address changes, and Internet service disruptions. For this reason, while outbound services are valuable in providing enhanced communication, they are specifically not designed to be used as the sole method to deliver critical messages. Client acknowledges that Client is aware of the potential hazards associated with relying on an automated outbound service feature when using InfoSend services. Client agrees that it is giving up in advance any right to make any claim against InfoSend, and that Client forever releases InfoSend from any and all liability caused by (a) any failed USPS delivery; (b) any failed email delivery; (c) any failed SMS or call attempts (including excess of calls over and above network or system capacity), incomplete calls, or any busy-outs; or (d) any failure to transmit, obtain or collect data from callers or for human and

machine errors, faulty or erroneous input, inarticulate caller communication, caller delays or call lengths exceeding estimated call lengths or omissions, delays and losses in connection with the Services provided hereunder. Such release shall include instances where Client, Client’s employees, or Client’s end user suffer injury or damage due to the failure of outbound services to operate, even though InfoSend may know or suspect what or how extensive those injuries or damages might be, unless such losses were directly attributable to InfoSend’s gross negligence or willful misconduct.

## 10 Insurance

### 10.1 InfoSend’s Insurance Provisions

InfoSend will maintain the following minimum insurance levels during the Initial Term of this Agreement and any Renewal Terms:

- Commercial General Liability coverage in the amount of \$1,000,000.00 per occurrence and \$2,000,000.00 in aggregate.
- Automobile Liability Insurance coverage in the amount \$1,000,000.00 per occurrence.
- Umbrella Liability Insurance in the amount of \$5,000,000.00 per occurrence and in aggregate.
- Worker’s Compensation Insurance with at least the minimum coverage amounts required by law.
- Errors & Omissions Insurance with a \$5,000,000.00 coverage limit.

## 11. Indemnification & Limitation of Liability

### 11.1 Indemnification

InfoSend is a service provider. As such, Client acknowledges that data processing involves the risk of human and machine errors and that InfoSend shall not be liable for any errors, omissions, delays or losses.

InfoSend will not be responsible for actions, omissions or delays to Services resulting from incomplete, late or faulty data and/or instructions transmitted by Client. Client shall indemnify, defend and hold InfoSend and InfoSend’s Affiliate(s) harmless from any and all claims, damages, awards, costs, fees, expenses, interest, and penalties related to or arising from Client’s breach of any provision of this Agreement, any unlawful conduct of Client, and/or any event beyond the reasonable control of InfoSend or its Affiliate(s), including, without limitation, (a) failures or limitations on the availability of third-party telecommunications or other transmission facilities; (b) Client failure to maintain security or confidentiality of data

or access credentials; and/or (c) violation of any applicable laws, regulations or industry standards.

### **11.2 Limitation of Liability**

In no event shall InfoSend, or its Affiliate(s) be liable for indirect, special or consequential damages even if InfoSend has been advised of the possibility of such potential claim, loss or damage. The foregoing limitation of liability and exclusion of certain damages shall apply regardless of the success or effectiveness of other remedies. The aggregate liability of InfoSend and its Affiliate(s) arising from or relating to this Agreement for any claim shall be limited to the fees that InfoSend received from Client in the preceding twelve (12) months prior to the accrual of the claim.

## **12 General**

### **12.1 Independent Contractor**

Client and InfoSend agree and understand that the relationship between both parties is that of an independent contractor. No joint venture, partnership, employment or agency relationship exists between Client and InfoSend as a result of this Agreement or use of the Service.

### **12.2 Governing Law**

This Agreement shall be governed by the substantive laws of the state of California without regard to the choice or conflicts of law provisions of any jurisdiction.

### **12.3 Entire Contract; Amendment**

This Agreement (including its Exhibits) contains the entire agreement between the Parties with respect to its subject matter and supersedes all other prior and contemporaneous contracts and understandings between the Parties, whether oral or written. Modifications or changes to this Agreement, other than as specified at Exhibit B, must be in writing and executed by the parties.

### **12.4 Severability**

If a word, sentence or paragraph herein shall be declared illegal, unenforceable, or unconstitutional, the said word, sentence or paragraph shall be severed from this Agreement, and this Agreement shall be read as if said word, sentence or paragraph did not exist.

### **12.5 Assignment**

This Agreement may not be assigned by either party without the prior written approval of the other party, unless it is being assigned to (i) a parent or wholly owned subsidiary, (ii) an acquirer of assets, or (iii) a successor by

merger. Any purported assignment in violation of this section shall be void.

### **12.6 Survival**

All of the terms of this Agreement which by their nature extend beyond the expiration or termination of the Agreement, including but not limited to indemnification obligations, payment obligations, confidentiality obligations and limitations of liability, shall survive expiration or termination of the Agreement and remain in full force and effect.

### **12.7 Attachments**

The following documents are attached hereto as Exhibits, and are incorporated by reference in their entirety:

**Exhibit A: Scope of Primary Services**

**Exhibit B: InfoSend Fees**

**Exhibit C: Professional Services**

### **12.8 Cooperative Agreement ("Piggybacking")**

The parties agree that InfoSend may offer the prices, terms and conditions offered herein to other government agencies that wish to participate in a cooperative purchase program with Client. InfoSend will review these requests from other government agencies on a case-by-case basis to decide whether this Agreement can be extended to the new agency. At minimum, the following requirements must be met for the prices in this Agreement to be extended to the new agency:

- The new agency must require similar types of service for similar document types (i.e., statements, late notices);
- The monthly document volume that InfoSend will produce must be similar, or at a minimum, acceptable;
- The new agency must agree to use InfoSend's standard materials; and,
- The prices in this Agreement must still be profitable.

If the above conditions are not met then InfoSend will provide the new agency with revised pricing that it can elect to accept if it moves forward with the cooperative purchase program. Other agencies will be responsible for entering into separate Agreements with the contract and for all payments thereunder made directly to InfoSend. InfoSend reserves the right not to extend this Agreement's terms in whole or in part to other agencies for any reason.

This Agreement is the result of an open, competitive procurement process conducted in accordance with

applicable law. The provisions of this Agreement may be extended to other government agencies within the same jurisdiction, at InfoSend's discretion.

**[SIGNATURE PAGE FOLLOWS]**

Agreement is entered into by and between:

**Client:**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**InfoSend:**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

## **Exhibit A - Scope of InfoSend Primary Services**

This Exhibit A is an integral part of and is subject to the terms and conditions of the Master Service Agreement (the “**Agreement**”) between InfoSend, Inc. (“**InfoSend**”) and The City of Carroll, IA (“**Client**”). This Exhibit A provides the Services which InfoSend, and/or its Affiliate(s), shall deliver to Client to permit Client’s customers (“**Users**”) to use the products and services to view and pay their bills. To the extent that any term is not expressly defined herein, it shall have the meaning set forth in the Agreement.

Client will select one or more of InfoSend’s Primary Services from the list below by checking the box next to the Primary Service name. Any Primary Services not selected prior to the execution of this Agreement can be added at a later date via an Agreement Amendment.

|                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|-------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> | <b>Data Processing, Printing and Mailing Service (“DPPM Service”):</b> During the term of this Agreement, InfoSend will provide data processing, printing and mailing services. The Service consists of processing data, printing documents, mail preparation, applying postage (where applicable) and sending via the United States Postal Service. Document types include but are not limited to bills, postcards and letters. |
| <input type="checkbox"/>            | <b>eBusiness Services (the “eBusiness Services”):</b> During the term of this Agreement InfoSend will provide eBusiness Services. These services can include presenting bills online and/or accepting and reporting payment transaction information to facilitate ACH and/or credit card payments via web, Interactive-Voice-Response (IVR), SMS, or Bank Billpay (e-Lockbox).                                                   |

### **Section 1. Data Processing, Printing and Mailing (DPPM) Service Description**

#### **A. Data Transfer and Processing**

- Client to transmit data to InfoSend in an agreed upon format. Should Client make changes to data file format after initial setup is complete, it agrees to pay for the professional services required to accommodate the new file format. See Exhibit C – Professional Services – for information on initial setup and ongoing programming changes.
- Client will monitor transfer confirmation emails to ensure InfoSend is in receipt of the data. Client acknowledges that InfoSend will not be responsible or liable for any transferred data which does not result in a confirmation receipt to Client.
- A File Transfer Report will be emailed to the Client representatives who have opted-in to this email. A copy of this report is also available to download from the InfoSend website.
- Client will have access to an online Job Tracking application that shows the progress of each file as it is processed and becomes a batch of documents to be printed and mailed. Client can see both the original input file name and the InfoSend-assigned “Job Code”.
- InfoSend will process the mailing addresses and perform the following functions:
  - Apply CASS-certified address validation
  - Comply with USPS requirements to obtain pre-sort automation rates for qualified client mail pieces
  - Stay current with all USPS regulations required to mail presorted first-class mail
- InfoSend will optionally provide proofs of the final print-ready PDF files to Client to be reviewed and approved before printing begins (if requested).

#### **B. Document Printing and Mailing**

- Batches are printed by InfoSend using a high-speed production process onto the agreed upon forms.
- Printed documents are put through a quality control process and then released to the mailing department to be inserted into outgoing envelope. A return envelope and any applicable inserts are included as defined by client workflow.
- After a batch of mail is completed in InfoSend’s system it will be marked as such in the online Job Tracker and a Process Confirmation Report will be emailed to the Client representatives who have opted-in to this email. A copy of this report is also available to download from the InfoSend website.

### **Section 2. eBusiness Service Description**

#### **A. General System Description**

- Mobile-Ready Customer Engagement: all products are mobile compatible out of the box, with no app store downloads required of customers. Powered by InfoSend's CCM platform, customer specific messaging and payment reminders are delivered electronically.

- Multi-Channel Payment Collection: InfoSend's payment platform will consolidate web, telephone, SMS, CSR, in-person EMV and bank payments into a single lockbox file.
- One-Time and Automatic Payments: allow customers to quickly make a one-time payment, as well as sign up to have their payment account auto debited with each billing cycle.
- Bill Notification and Presentment: notify customers via email when a new bill is available, and securely deliver exact replica of printed document to customers inbox or show online via the secure portal.
- Interactive Voice Response (IVR): accept customer payments via automated phone service with InfoSend-hosted phone number, enabling client phone systems to redirect customers with ease.
- SMS Text-to-Pay: enrolled customers may opt in to receive text notifications of new bills, and reply to have the registered payment method drafted for the amount due, speeding up the time to payment.
- Bank Payments (MasterCard RPPS): InfoSend can collect payments made via the customer bank and include them within the lockbox file.
- PCI-Compliant Cloud Based Solution: electronic billing and payment related products hosted in the cloud by InfoSend in a secure PCI-Level 1 compliant environment.

#### **B. Data Transfer and Processing**

- Client to transmit data to InfoSend in an agreed upon format, using the Data Transfer and Processing workflow described in Section 1.
- Client acknowledges that InfoSend will not be responsible or liable for any transferred data which does not result in a confirmation receipt to Client.
- If the Client is not using InfoSend's DPPM Service, USPS address workflow will not be applied.
- Data loaded into the eBusiness system is used to facilitate accurate payments via Web, IVR, SMS or Bank BillPay.

#### **C. Customer Enrollment and Bill Notification**

- Data loaded into the system will be used to facilitate customer enrollment, using two pieces of information specific to the customer bill.
- For enrolled customers, system will send a notification of the new bill available via email.
- For enrolled customers who have opted in, system will send an SMS alert.
- For customers using the IVR system, bill information will be dictated by text to voice.
- For customers paying via Bank BillPay, the account number can be validated by the system prior to accepting payment.
- The system may optionally be configured to display a PDF replica of the bill image.

#### **D. Customer Payment and Reporting**

- Customers can make payment via Web, SMS, IVR or Bank BillPay, depending on channels which Client has requested InfoSend setup.
- Payments can be configured to allow Users to pay by bank account and/or credit/debit card.
- All payments will be reported in a standard daily "lockbox" file.

## Exhibit B - InfoSend Fees

This Exhibit B is an integral part of and is subject to the terms and conditions of the Master Service Agreement (the “**Agreement**”) between InfoSend, Inc. (“**InfoSend**”) and The City of Carroll, IA (“**Client**”). This Exhibit B provides the Fees which InfoSend shall bill to Client in exchange for Services. To the extent that any term is not expressly defined herein, it shall have the meaning set forth in the Agreement.

### Section 1. Price Escalations to InfoSend Fees

InfoSend reserves the right to increase InfoSend Fees on an annual basis starting with the first anniversary of the Effective Date to account for increases in the cost of materials, labor, and other overhead. The Client will be notified, in writing, at least thirty (30) days prior to such price increase. An amendment to the Agreement will not be required if the Fees are changed, unless other terms or conditions of the Agreement have changed. Postage fees can change at any time per USPS regulations and do not require an amendment to the Agreement.

Additionally, if Client uses DPPM Services, InfoSend reserves the right to increase paper, form, and envelope fees as needed, with thirty (30) days’ written notice to Client, in the event of extraordinary increases to the cost of paper.

InfoSend pricing is predicated on Client representations of Client and Client User transactional usage. Should Client’s actual continuous volume and/or recurring frequency deviate by more than thirty percent (30%) from what Client has represented to InfoSend in Section 2 below, then InfoSend reserves the right to invalidate the Fees listed in this Agreement. Should this situation arise then InfoSend will notify Client immediately and negotiate with Client in good faith to pass on any increased costs to Client, in accordance with actual Client and Client User transactional usage. Should InfoSend and Client fail to agree upon updated Fees, InfoSend reserves the right to terminate this Agreement with one hundred and eighty (180) days’ notice.

### Section 2. Client Representations

| Client Volume Representations                                   |
|-----------------------------------------------------------------|
| <u>Customers Contacted or Billed Monthly</u><br>Estimated 3,500 |
| <u>Number of Batches Monthly</u><br>Approximately 2             |

### Section 3. DPPM Fees:

#### InfoSend Data Processing, Print and Mail Pricing

| Document Production Summary                                                                                                                                                                                                         |                                          |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|
| <b>All Document Types:</b> One 8.5” x 11” page, up to two color duplex (2/2), including InfoSend standard envelopes. Pricing reflects an estimated volume of 3,500 documents a month, with an approximate 9 billing runs per month. | <b>\$0.16 per single page mail piece</b> |

Finished mail pieces are delivered to the USPS **within one (1) business day**. If samples (proofs) are requested then the mailing will be completed within one day of sample approval. File upload deadline for next-day mailing is 3:00PM local time at the production facility designated for your account. If samples are required then they must be approved by 5:30PM local time for the file to be mailed by the next business day.

*The below provides the components of the summary price given above (shaded green) as well as additional and optional pricing. Pricing is based on “Client Volume Assumptions” listed above and excludes applicable sales tax.*

| Data Processing                           |               |
|-------------------------------------------|---------------|
| Setup Fee - Express PDF Input Files       | WAIVED        |
| Setup Fee – Data Only Input Files         | WAIVED        |
| Document Re-Design Fee                    | \$0.00        |
| <b>Data Processing Fee (per document)</b> | <b>\$0.02</b> |

| Printing and Mailing Service                                                |                                                             |
|-----------------------------------------------------------------------------|-------------------------------------------------------------|
| All Document Types Printing and Mailing Fee per Page with up to 2/2 Ink     | \$0.075                                                     |
| USPS Postage – A postage deposit will be required prior to starting service | Pass-through                                                |
| Print Color Options (colors per side)*                                      | \$0.085 for 3/1 to 4/1 printing<br>\$0.090 for 4/4 printing |
| Inline Insert Print Fee* (Paper stock pricing below in Materials section)   | \$0.075 Black printing<br>\$0.090 Color printing            |
| Batch Fee (per mailing batch under (200 mail pieces)                        | \$10.00                                                     |
| Excess Pages Handwork Surcharge (per mail piece)                            | \$0.35                                                      |
| Address Updates – per “hit” (address that get updated)                      | \$0.35 NCOA or \$0.35 ACS                                   |

\*Prices assume normal ink/toner coverage for business documents. Flood coating the entire page in color or other types of extremely high coverage designs may cost more or not be technically feasible. Extremely high coverage designs can cause content to bleed through to the other side of the page or to cause the page to curl too much to work properly with high-speed mail inserting equipment.

| Materials                                                       |         |
|-----------------------------------------------------------------|---------|
| Standard 8.5" x 11" Paper Stock (per sheet)                     | \$0.016 |
| Standard Double Window Outgoing #10 Envelope                    | \$0.026 |
| Standard Single Window Return #9 Envelope                       | \$0.023 |
| Outgoing Flat Envelope – used for mail pieces with excess pages | \$0.17  |

| Insert Services                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                               |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|
| InfoSend Produced                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Quoted based on specification |
| Envelope Messaging (Snipes)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Quoted based on specification |
| Electronic Inserts                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | \$0.02                        |
| Inserting Fee - Fee to insert an InfoSend produced or Client provided marketing or informational insert. Client provided (drop-shipped) inserts must be professionally packaged and ready for usage. If folding is required then additional fees apply based on folding requirements. Minimum fee is \$0.01 per insert for folding. If inserts are not professionally packaged and damaged in shipment or require additional labor to prepare for inserting then additional fees can apply.<br><br>Per item fee assumes the insert will be included in all mail pieces. Selective inserting is available but requirements must be reviewed on a case-by-case basis to determine if additional fees will apply for setup and handling. | \$0.02 per insert             |

| Optional Document Services                                                   |                                                                                                                     |
|------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|
| Print Image Archiving (Per Document Image), with included USPS mail tracking | \$0.01 - For 12 Months of Retention<br>\$0.017 - For 24 Months of Retention<br>\$0.024 - For 36 Months of Retention |
| Print Image Archive API Monthly Support Fee                                  | \$100.00                                                                                                            |
| Professional Services Rate (per hour)                                        | \$205                                                                                                               |
| Returned Mail Handling                                                       | \$0.35 per reported returned mail piece                                                                             |
| Remit Tracking                                                               | \$100 monthly support fee                                                                                           |

### Section 3.1. Custom Forms/Envelopes

If Client has selected the Printing and Mailing Service and at any time requests that InfoSend Fees include the cost of custom Client-specific materials (either in this Agreement or since its execution), then Client understands and accepts that these materials will be purchased in bulk to achieve the lowest possible per-unit cost. Client agrees to purchase any remaining supplies of requested custom



materials (normally forms or envelopes) if Client stops using InfoSend's Service for any reason. Client agrees to purchase the remaining supply of custom forms/envelopes upon Client's request to change the custom forms/envelopes before the supply has been depleted.

### **Section 3.2. USPS Postage Rates**

Postage rates are determined by the United States Postal Service. All postage rate changes are determined directly by USPS and are independent of any InfoSend service or materials fees. In no event shall any change in the postage rates affect the InfoSend service or materials fees. The Client will be invoiced the amount of excess for overweight and foreign mail.

### **Section 3.3. Postage Deposit**

InfoSend purchases the postage needed to mail Client documents on the day of mailing. The postage charges are later invoiced to Client based on the Client's payment terms. InfoSend requires Client to submit a postage deposit prior to the first mailing to facilitate the payment terms. This amount will remain in deposit for the duration of the Agreement. Upon Agreement expiration or termination Client must pay in full any outstanding invoices from InfoSend for payables created under this Agreement; the postage deposit will be refunded within fifteen (15) days of the date that the last open invoice is paid.

The postage deposit amount is calculated by multiplying the estimated number of mail pieces per month x average number of months floated x current 5-Digit pre-sorted first class postage rate. The postage deposit amount due for your account is:

3,500 mail pieces per month x \$0.593 x 3 = \$6,226.50

The postage deposit is subject to ongoing review and may be adjusted at any time to account for changes to Client average mailing volume or changes to USPS postage rates with at least thirty (30) days' written notice to Client.

### **Section 4. eBusiness Service Fees:**

**Not Applicable**

### **Section 5. Client Go-Live and Fees**

InfoSend will provide Client with a Demo instance of the System to approve configuration and simulation of Services. Upon Client approval of the Demo instance of the System and sample outputs from Services, InfoSend will create a copy of Demo System in Production for completion of final User Acceptance Testing (UAT). Client will be given the UAT Period to complete internal testing prior to initiating Go-Live. All Setup and recurring Monthly Fees will become due upon the sooner of (a) Client Go-Live with the application or (b) 60 days from InfoSend delivery of Production System for UAT.

### **Section 6. Implementation Project Cost Subsidization:**

InfoSend's internal costs to complete the project is higher than the Setup fees given. InfoSend has subsidized these fees by factoring in years of service given the term of the Agreement. Should Client cancel the project or terminate the Agreement at its convenience less than one (1) year from the Effective Date then it must pay according to the below:

- **DPPM Setup Fee:** No charge for Express PDF Setup Input files or \$2,500 for Data-Only Input Files
- **EBPP Setup Fee:** 100% of Setup fees quoted or listed as "Waived" in the pricing exhibit.

## **Exhibit C – Professional Services**

This Exhibit C is an integral part of and is subject to the terms and conditions of the Master Service Agreement (the “**Agreement**”) between InfoSend, Inc. (“**InfoSend**”) and The City of Carroll, IA (“**Client**”). This Exhibit C provides InfoSend’s Professional Services Fees which InfoSend shall bill to Client in exchange for Professional Services. To the extent that any term is not expressly defined herein, it shall have the meaning set forth in the Agreement.

### **Section 1. Price Escalations to InfoSend Professional Services Fees**

InfoSend Professional Services Fees can be adjusted once every twelve (12) months to account for increases to the cost of providing these services. InfoSend reserves the right to increase Professional Services Fees on an annual basis, starting with the first anniversary of the Agreement date, if needed. The Client will be notified, in writing, at least thirty (30) days prior to such price increase. An amendment to the Agreement will not be required if the Professional Services Fees are changed, unless the terms or conditions of the Agreement have changed.

### **Section 2. Definition of Professional Services**

InfoSend Professional Services are the technical services that are required to perform the initial setup of the InfoSend Primary Services defined in Exhibit A and the technical services required to make changes to these Primary Services after the initial setup is complete. Once any Primary Service is live and operational Professional Services will not be required unless Client requests a change or makes changes to its data file format or business rules which necessitates a change to InfoSend’s system configuration or programming. Examples of InfoSend Professional Services:

- Project requirements gathering and analysis hours
- Project management and/or consulting hours
- Software development and system configuration hours related to the processing of Client’s data
- Software development and system configuration hours related to document design, web portal setup, business rule configuration, or any other applicable technical services
- Application testing and deployment hours

### **Section 3. Professional Services Fee and Process for Approval and Payment of Fee**

The current Professional Services Fee is \$205.00 per hour. In the event that a project will incur billable Professional Services hours, Client will be informed before work begins. InfoSend and Client will execute a Statement of Work for the project that Client wants InfoSend to undertake. The payment terms for the project depend on the size and scope of the project. The Statement of Work can include payment terms that are different than the terms listed in this Agreement for InfoSend Fees, otherwise these terms will apply and the project fees will be invoiced upon project completion. Small projects that incur less than five (5) hours of Professional Services can be initiated without a Statement of Work if Client accepts and executes a Programming Quote for this work.

Any project that will take more than five (5) hours of Professional Services work will require both parties to execute a formal Statement of Work. Depending on the nature of the work required, InfoSend will provide one of the following quotation methods:

- **Fixed Quote** – a fixed project cost will be set. InfoSend may elect to waive this cost in some circumstances. Client understands and accepts that it must accept the terms and conditions of the Statement of Work for the project and that changes made to the project requirements, data file structure, etc., after the Statement of Work and any amendments to it have been finalized will require Client to pay for these changes on a Time and Materials basis. Client will be notified immediately if this scenario arises and will be given an option to keep the original project specifications to keep the fixed quote in place.
- **Time and Materials Quote** – should it not be possible to provide a fixed quote due to the nature of a Client’s requested project, then InfoSend will provide an estimated number of hours to complete the project and bill the hours on a Time and Materials basis. The Statement of Work will include the terms and conditions for these project types and Client will be invoiced weekly for the hours spent on the project.

### **Section 4. Initial Setup Cost: InfoSend Primary Services**

The Initial Setup cost for the InfoSend Primary Services selected in Exhibit A are listed in Exhibit B. These costs have been provided using a Fixed Quote process, explained in Section 3 above. Client understands and agrees to these terms, and to the project-specific terms and conditions that will be provided in the Statement of Work that will be created to capture Client’s specific requirements and data types.

# City of Carroll

627 N. Adams Street

Carroll, Iowa 51401

(712) 792-1000

FAX: (712) 792-0139

**MEMO TO:** Honorable Mayor and City Council Members

**FROM:** Aaron Kooiker, City Manager

**DATE:** November 5, 2025

**SUBJECT:** Downtown Assessment Report Recommendation

- Carroll Downtown Pocket Park Scope of Services Proposal

The Iowa Economic Development Authority (IEDA) Downtown Assessment Report (Report) listed several recommendations to “re-establish [the Downtown] as the social and commercial center of the community – the physical heart and soul of the city – Downtown must become more valuable physically, economically, socially and politically.”

Communities across the country have found that public art and green spaces greatly enhance the look and feel of their downtown areas. These elements make shopping districts more inviting, help attract visitors, and support local businesses. Carroll’s downtown serves as the heart of the community, and thoughtful additions can strengthen both its economy and its sense of place.

Public art and green space bring vibrancy and life to commercial areas. An outdoor amenity space creates a welcoming space that draws people to spend more time downtown, leading to increased foot traffic and stronger local sales. Attractive and well-designed public areas also help attract new businesses, increase property values, and encourage private investment in surrounding buildings.

In addition to economic growth, art and green space foster community pride and engagement. Local art reflects our shared identity, while comfortable, landscaped areas give residents and visitors a place to gather and connect—further strengthening the social fabric of our community.

A Scope of Services Proposal was requested from Bolton & Menk to provide a concept design for a Downtown Pocket Park, to be located in the current green space to the west of Carroll 5 Theater, to further the recommendations from the Report (pages 13 – 14) to add color, public art and outdoor seating. This proposal will enable Bolton & Menk to design concepts, prepare cost estimates, and implement strategies for enhancing our downtown with art and green space.

This project could be funded through Hotel/Motel tax revenue which is designated for tourism-related improvements and community beautification. Enhancing the downtown with art and green space directly supports tourism by making the area more attractive to visitors and increasing its appeal as a destination. The proposed fee is \$11,800.00.

**RECOMMENDATION:** Mayor and Council consideration and approval of the Resolution approving the Scope of Services Proposal with Bolton & Menk in the amount of \$11,800.00 to develop a concept design for the Carroll Downtown Pocket Park.

RESOLUTION NO. \_\_\_\_\_

RESOLUTION APPROVING THE SCOPE OF SERVICES PROPOSAL WITH BOLTON & MENK FOR THE CARROLL DOWNTOWN POCKET PARK PROJECT

WHEREAS, Chapter 17 of the Code of Ordinances of the City of Carroll, Iowa, provides that contracts made by the City be approved by the City Council; and,

WHEREAS, a Scope of Services Proposal for the development of the Carroll Downtown Pocket Park project has been prepared with Bolton & Menk and is attached; and,

WHEREAS, the City Council has determined that the Scope of Services Proposal is in the best interests of the City and the residents thereof.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Carroll, Iowa, that the Scope of Services Propsoak with Bolton & Menk for the Carroll Downtown Pocket Park project is approved and the Mayor is authorized and directed to sign the contract on behalf of the City.

Passed and approved by the Carroll City Council this 10<sup>th</sup> day of November, 2025.

CITY COUNCIL OF THE  
CITY OF CARROLL, IOWA

By: \_\_\_\_\_  
Gerald H. Fleshner, Mayor

ATTEST:

By: \_\_\_\_\_  
Laura A. Schaefer, City Clerk



Real People. Real Solutions.

430 E Grand Avenue  
Suite 101  
Des Moines, IA 50309

Ph: [515] 259-9190  
Fax: [515] 233-4430  
Bolton-Menk.com

## EXHIBIT I SCOPE OF SERVICES

November 5, 2025

Aaron Kooiker  
City Manager  
City of Carroll  
627 N Adams St.  
Carroll, Iowa 51401

RE: Carroll Downtown Pocket Park

Dear Aaron:

Bolton & Menk, Inc., is pleased to submit the following proposal to provide concept design services for the Carroll Downtown Pocket Park as summarized herein.

### **PROJECT APPROACH**

You can be assured that the Bolton & Menk, Inc. team will provide outstanding creative and technical deliverables for concepts in a timely and cost-effective manner.

In order to ensure a positive project result that meets the City of Carroll's requirements, we have developed a project approach that is rooted in three primary goals:

- + Provide creative and appropriate solutions focused on Carroll's specific needs.
- + Maximize value and cost effectiveness through sustainable design.
- + Build client and consultant trust and satisfaction.

This document provides the details regarding our approach to how the transformation of this area can be achieved.

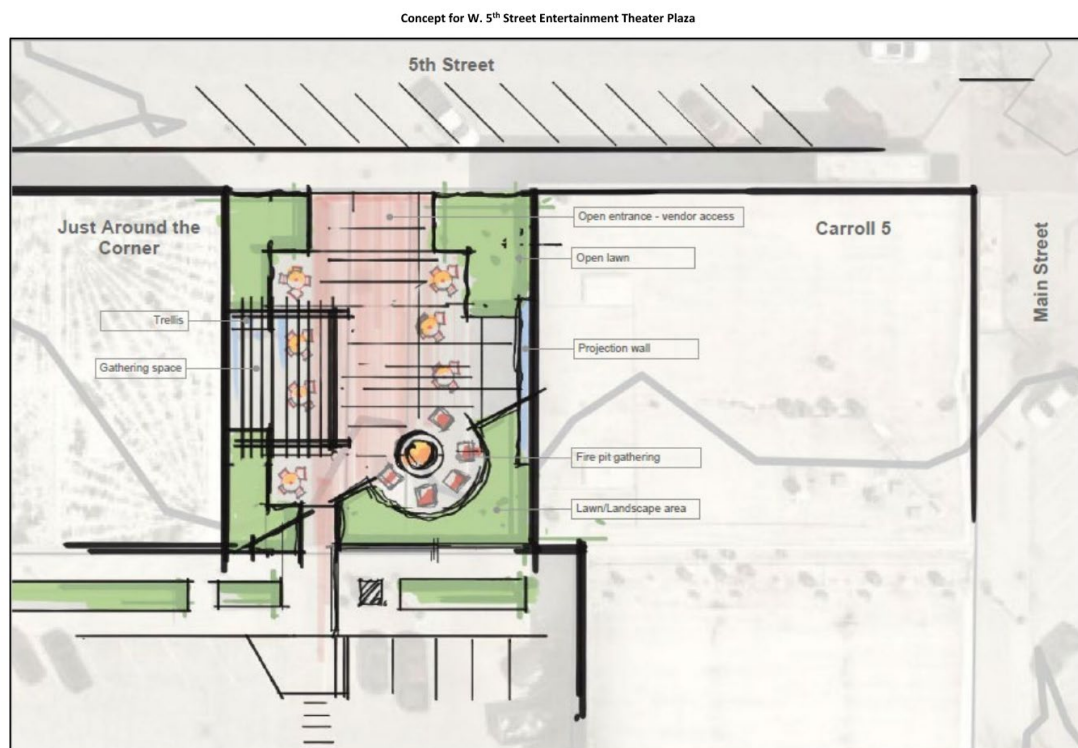
In general, the following scope will result in a preliminary concept sketch followed by the development of one preferred concept plan. Our team will prepare a preliminary cost opinion that includes phasing considerations for the proposed improvements.

The following scope of services includes concept design services for the Carroll Downtown Pocket Park which will generally consist of concept layout, desktop review of drainage and stormwater, and budget-level cost estimating.

## **SCOPE OF SERVICES**

### **TASK 1: PRELIMINARY DESIGN**

**Description:** Bolton & Menk will provide preliminary design services for site improvements at the new pocket park loosely based on *Image 2* below. Anticipated site improvements for the outdoor amenity space include standard and special plaza paving, fire pit overhead trellis, gateway structure, video projection wall, public art display opportunities, a mix of seating opportunities, bike racks, and landscaping.



*Image 2:* Design sketch for “W. 5<sup>th</sup> Street Entertainment Theater Plaza” from the 2023 Carroll Downtown Assessment Report by the Iowa Downtown Resource Center of the IEDA.

#### Subtasks:

- + Desktop review of stormwater drainage and management
- + Up to two (2) precedent imagery boards conveying design intent for hardscape, plantings, and site amenities
- + One (1) preliminary site concept sketch and one (1) preferred site concept sketch including the following considerations:
  - o Pedestrian circulation from parking to downtown
  - o Transformer screening and landscaping
  - o Site enhancements and amenities to create a welcoming environment that is flexible and able to facilitate multiple types of community events
  - o Site design considerations to capture patrons of Carroll 5 before and after showings.
  - o Phasing diagram showing opportunities for staggered construction as funds allow.
- + Cost Estimate to accompany preferred concept plan (rounded to the nearest \$10,000)

Meetings:

One (1) site visit and in-person kick-off meeting with the city

Two (2) virtual design review meetings with the city

One (1) virtual final meeting to present the final concept and cost estimate to the city

Deliverables:

- + One (1) preliminary site concept sketch
- + One (1) preferred site concept sketch incorporating owner feedback
- + Up to two (2) precedent imagery boards
- + One (1) budget-level estimate to accompany the preferred site concept

**ADDITIONAL SERVICES**

Consulting services performed other than those authorized under Task 1-3 shall not be considered part of the Basic Services and may be authorized by the client as Additional Services. Additional Services consist of those services, which are not generally considered to be Basic Services; or exceed the requirements of the Basic Services; or are not definable prior to the commencement of the project; or vary depending on the technique, procedures, or schedule of the project contractor. Additional services, owner requested re-design, and services in excess of stated lump sum design fee will be performed at Bolton & Menk's standard hourly rates.

Additional services may consist of the following:

- + Deliverables normally associated with architectural, structural, and electrical design services
- + 3-D illustrations/renderings
- + Deliverables associated with final design; these services will be negotiated when the city is ready to move forward with implementation of the all or part of the project.
- + Construction administration services
- + Deliverables and processes associated with jurisdictional reviews and approvals

## SCOPE OF SERVICES FEE PROPOSAL

|                                  |                 |
|----------------------------------|-----------------|
| Task 1 – Site Preliminary Design | \$11,800        |
| <b>Total – Lump Sum Fee</b>      | <b>\$11,800</b> |

If the proposed scope and fee are agreeable to the owner, Bolton & Menk will draft the terms of the agreement for execution of the contract to which this scope of services letter will be attached as an exhibit.

We appreciate this opportunity and look forward to showcasing our capabilities to expand the amenities in Downtown Carroll. Please reach out with any questions by calling my cell phone at (712) 830-5372.

Sincerely,

BOLTON & MENK, INC.



**Nate Weitz, PLA**

Landscape Architect Project Manager



## CARROLL, IOWA

November 28-30, 2023



Conducted By:

Iowa Downtown Resource Center



**IOWA ECONOMIC DEVELOPMENT AUTHORITY**

1963 Bell Avenue, Suite 200 | Des Moines, Iowa 50315

PH: 515.348.6180 | [James.Engle@iowaEDA.com](mailto:James.Engle@iowaEDA.com)

[Iowa Economic Development Authority \(iowaeda.com\)](http://iowaeda.com)

[Downtown Resource Center | Iowa Economic Development Authority \(iowaeda.com\)](#)

The following report summarizes the observations and recommendations resulting from an Iowa Downtown Resource Center Assessment conducted in Carroll, Iowa. In preparation of this report, the Assessment Team learned about Carroll's downtown history, recent planning efforts, economic development and quality of life initiatives. The Team's familiarization process began with a review of materials supplied prior to the visit, a pre-visit survey, a driving tour of the city and a walking tour of the Downtown commercial district.

The intensive three-day visit also included interviews with approximately 90 community leaders, individuals and groups representing the public and private sectors. Based upon these activities and the Assessment Team's extensive working knowledge in downtown economic development, this report summarizes their findings and recommendations for Carroll.

## OVERVIEW

This Downtown Assessment report and recommendations for Carroll are based on the Team's downtown development experience. Their beliefs are grounded by the philosophy that for Downtown to re-establish itself as the social and commercial center of the community—the physical heart and soul of the city—Downtown must become more valuable physically, economically, socially and politically.

The health of Downtown has a direct impact upon the entire community's economic well-being. They are inter-related. Downtown revitalization IS economic development. Downtown is a prime location for incubating small business, it is an affordable location for independent businesses and is historically one of the community's major employers. The commercial center provides a compact environment with multiple stories for commerce, government and living spaces, thus reducing sprawl and the cost associated with extending city services and infrastructure. The pedestrian friendly environment is convenient and accessible, serving as the center (community space) for not only commercial trade but also cultural, social, and civic engagement. Historic downtown districts can serve as heritage tourism attractions. A building's condition, the business' viability, and maximization of the building's square footage for income generation affect not only the property's value, but also the value of the neighboring properties and real estate in the entire community. Investments in Downtown allow it to "pay its fair share" in taxes resulting in lessening the tax burdens of its citizens and city government.

Most of our memories are directly associated with a place. We "go back" to places we feel good about. We "go back" to places where we have had positive shopping experiences. We "go back" to places where we have had fun. We "go back" to places we think are important. We are also attracted to places where we think we will have a positive experience. We must strive to make Downtown a "go to" kind of destination, not an avoidable area we pass through to get somewhere else.

**"Never doubt that a small group of committed  
dependable citizens can change the world.  
Indeed, it is the only thing that ever has."  
-Margaret Mead**

## ASSESSMENT TEAM

The Iowa Economic Development Authority's Assessment Team included five downtown development professionals:

**JIM ENGLE**, Director, Iowa Downtown Resource Center, Iowa Economic Development Authority, Des Moines, Iowa. Jim has been with IEDA since January 2014. As director of the Iowa Downtown Resource Center, he oversees all downtown development programs of the authority. His current responsibilities include managing a million-dollar annual budget, overseeing the planning and delivery of technical assistance services, and developing training opportunities for all Iowa communities. Jim's areas of expertise are in organizational development, promotion, business development and working with smaller communities with populations ranging from 400 to 80,000. Prior to joining the IEDA, Jim served as Coordinator of the Wisconsin Main Street Program for 23 years. He also served as the Main Street Executive Director in Oskaloosa, Iowa. He holds a degree in Business Management from Central College in Pella, Iowa. Over the years, Jim has consulted for Main Street programs in Iowa, Wisconsin, Illinois, Indiana, Minnesota, Washington, Tennessee, and Michigan. He has also presented at many national downtown conferences.



**JIM THOMPSON** CMSM, HREDFP, serves as a Downtown Economic Development Specialist covering development for downtown districts for the Iowa Economic Development Authority. He has served at the local level in all aspects including program director, board member and volunteer. Jim received certification as a Historic Real Estate Development Finance Professional from the National Development Council. He earned his Certified Main Street Manager credentials through the National Main Street Center. He engages communities in market analysis including data analysis, business retention, recruitment, and implementation strategies. He has also led efforts in tax increment finance, urban revitalization, housing & real estate development, branding and one-on-one business technical assistance for Iowa's communities. Jim serves on the Iowa Rural Development Council Executive Board and leads the Empower Rural Iowa Leadership Taskforce. Jim is the grant administrator for the Community Catalyst Building Remediation grant program. He has over 25 years' experience in community development, retail management and served on a City Council for 10 years. Jim has also served as a consultant for the National Main Street Center, worked in several states and presented multiple times at the National Main Streets Conference.



**JEFF GEERTS**, EcoDistricts AP, NCI CS & CM, Special Projects Manager, Iowa Economic Development Authority, Des Moines, Iowa. Working for the Iowa Department of Natural Resources for 15 years and the Iowa Economic Development Authority for the last 13+ years, Jeff has more than 25 years of grant writing, grant management, and program development experience with an emphasis on environmentally sustainable development. Jeff's expertise is matching up a community's vision with the resources to make the vision a reality. Jeff is actively involved with several nonprofit organizations and currently is a board member of Des Moines Heritage Trust. For 20+ years Jeff has programmed an award-winning international comparative policy course in best practices for community leaders and graduate public administration students in the Drake University College of Business and Public Administration. Along with being an EcoDistricts Accredited Professional and certified in the National Charrette Institute's Charrette System and Charrette Management, Jeff has a Bachelor of Science degree in management science and statistics from St. Ambrose University and master's degree in public administration from Drake University.



**ERIN CHAMBERS**, AICP, is an energetic leader with nearly 20 years of experience working in the urban planning and community development field. She is passionate about impacting the quality of life within communities through service, citizen engagement, policy guidance, and urban form/design. Erin has worked for the City of Newton, Iowa since 2006, first as the City Planner, then as the Director of Planning and Zoning, and most recently as the Community Development Director. As Community Development Director, Erin oversees the functions of



Building Permitting/Inspections, Planning and Zoning, Economic Development, Community Marketing, Airport, and Parks and Recreation. In her years with the City of Newton, Erin has served as part of the team of community leaders and citizens working on Newton’s economic recovery and reinvention in a post-Maytag era. Some highlights of projects that she has been a part of include: working with volunteers and elected officials to establish the first Newton Historic Preservation Commission and growing the local ethic for preservation, developing the current comprehensive plan, leading the establishment of Downtown Design Guidelines and a Downtown Streetscape Master Plan, participating in the creation of a new community brand and logo, directing neighborhood revitalization through the local Dangerous & Dilapidated Program, and serving as a primary author for various program and grant applications which have brought approximately \$20 million to the community. Previously, Erin served as a planner for the Town of Groton, Connecticut.

**SAM KESSEL** PLA, LEED AP – Principal-in-Charge – As a principal landscape architect, Sam uses his broad



knowledge and extensive design understanding to find solutions for complex projects that blend function and aesthetics. Sam began his landscape architecture career in 2005 and has proven himself at every turn, excelling on multidisciplinary teams as both a designer and project manager. His experience includes sustainable urban design, multimodal design, public art incorporation, site development, and construction observation/administration. Sam’s passion for landscape architecture is exemplified through building strong relationships with clients and engaging with city staff and the public during the design process.



## PURPOSE

The City of Carroll and Carroll Chamber of Commerce worked with the Iowa Downtown Resource Center, Iowa Economic Development Authority (IEDA), to conduct a Downtown Assessment to raise awareness, educate, make recommendations, and encourage the local community.

This assessment and recommendations should serve as a call to action and provide the community with current information to formulate strategies necessary to address the very serious issue of saving or improving the downtown for future generations.

This report cannot and does not provide all the answers. Ultimately, Carroll citizens must explore their options, decide what is relevant and realistic and acquire additional information and resources as they address Downtown's future.

## INTRODUCTION

Carroll, Iowa is a community of 10,300+ residents and is the county seat of Carroll County, Iowa. Carroll serves as a regional hub for commerce and employment in west central Iowa. The community hosts many large corporations, has a regional hospital, and two high-quality school districts. Carroll is the proud home of the Carroll Merchants baseball team and the class 1A and 2A high school state baseball tournament. The community has a multitude of wonderful parks and recreational facilities and an extensive recreational trail network.

Members of the Downtown Assessment Team believe the identification of strengths and challenges in this report should be taken constructively and utilized by local leaders to do many good things in the Downtown. We hope the following observations and recommendations will help identify priorities and be a motivator for positive Downtown and community projects.

## ASSETS/STRENGTHS

### COMMUNITY



- Parks
- Merchants Park
- Regional Hub for Retail, Healthcare, and Recreation
- Two High-Quality School Districts
- Strong Industrial Base
- Trail System
- Well Maintained Neighborhoods

### DOWNTOWN



- Strong Businesses
- Cluster of 60+ Businesses Downtown
- Downtown is Very Walkable
- Carroll 5 Theater
- Depot and Adjacent Greenspace
- Quality downtown public improvements

## THE SURVEY SAYS....

The City and Chamber of Commerce administered an on-line survey to residents of Carroll to get their ideas and opinions about the downtown area. A total of 560 people participated in the survey. A complete summary of survey responses is available for download later in the report. (see resources section)

### PUBLIC INPUT SURVEY TRENDS SHOW.... (answers in order of popularity)

#### WHAT ARE DOWNTOWN'S GREATEST STRENGTHS?

- Appearance/Cleanliness
- Location
- Downtown Buildings
- Downtown Businesses
- Promotional Events



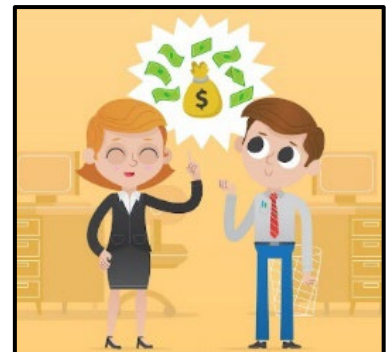
*Carroll Live + Local  
Carroll Chamber of Commerce*

#### WHAT ARE DOWNTOWN'S GREATEST WEAKNESSES?

- Lack of Downtown Businesses
- Not Enough to Do
- Other (parking, mix of businesses, and lack of mature women's clothing were top answers)
- Downtown Buildings

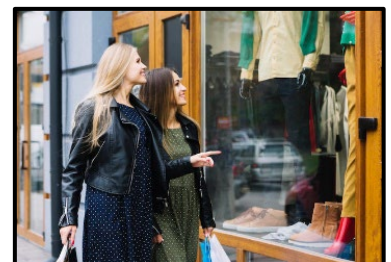
#### HOW WOULD YOU INVEST \$100,000 IN DOWNTOWN?

- Specific Business Requests
  - Department Stores/JCPenney®/Christopher and Banks/Clothing Stores
  - Restaurant/Chick-Fil-A®/Steakhouse/Cafes/Outdoor Dining
- New Business Attraction/Fill Storefronts/Retail
- Business Incentives/Rent Incentives
- Entertainment for Kids and Families
  - Entertainment Center: Bowling, Golf, Pickle Ball, Batting Cage, Arcade, Roller Skating, etc.
- Renovate and Fill the Old JCPenney® Building
- Renovate Buildings
- More Greenspace/Park/Outdoor Commons Area/Event Spaces
- Add/Better Parking



#### WHAT NEW BUSINESS IS MOST NEEDED DOWNTOWN?

- Clothing
- Department Store/Kohls®/JCPenney®/Marshalls®/Target®/TJ Maxx®
- Restaurant
- Bakery/Coffee
- Family & Teen Activities/Entertainment
- Sporting Goods



### WHAT NEW ACTIVITY WOULD CAUSE YOU TO SPEND MORE TIME DOWNTOWN?



- Adult and Teen Activity Center/Fun Center/Activity Center
- More Community Events
- Dining/Outside Dining
- Shopping
- Concerts/Live Music/Summer/Music Venue/Bandshell
- Kids Activities
- Bar/Sports Bar/Rooftop Bars

### WHAT PUBLIC AMENITIES ARE MOST NEEDED DOWNTOWN?



- Places for Kids
- Parking
- Greenspace
- Public Art

## RECOMMENDATIONS

The Assessment team's recommendations have been grouped into five themes with suggested time frames for specific projects.

1. Business Image/Identification
2. Activities/Events/Experience
3. Local Capacity
4. Buildings
5. JCPenney® Building

It is important to take one step at a time and understand that the longer-term recommendations are not of much consequence until the shorter-term recommendations are addressed.

The Assessment Team hopes Carroll will assess each recommendation and develop a plan to implement what is right for Carroll. As the process gains momentum, community leadership will need to determine additional strategies and develop approaches that are more sophisticated.

Our hope was/is to work with leaders to identify the strengths, challenges, and opportunities in a constructive way to help the community improve the vitality of the downtown over time. We appreciate the openness and honesty of residents, and we appreciate that community leaders allowed the Assessment Team to be honest in its findings.

### THEME 1 BUSINESS IMAGE/IDENTIFICATION

Downtown Carroll has an impressive amount of retail and an extensive mix of more than 60 businesses in a compact, walkable downtown. The number of businesses and amount of retail in downtown Carroll would be the envy of many similar size communities serving as regional hubs for commerce as Carroll does. Surprisingly, one of the biggest issues that residents have with downtown Carroll (as exhibited in the survey) is a lack of downtown businesses. What can the problem be?

- Residents remember the good old days when downtown had even more retail businesses. Obsolete store signs from businesses that have closed (like JCPenney®) is a constant reminder of this. That is all they can focus on.
- Perhaps residents have not been downtown lately.
- Businesses don't always present an identity from the street. Can residents understand what is inside simply by looking at a sign? Also, the mall on both sides of Adams Street does create visibility issues for businesses that do not have a street presence.



Every small town faces the challenge of communicating what it has to offer to residents and visitors and many times, we focus on what is missing rather than the assets that currently exist. A unified and multi-faceted marketing effort needs to be created to “tell the story” of Carroll in a positive way. Carroll needs a combination of old school and new ways to get the word out. This almost certainly will have to be done with the help of a hired professional and talented volunteer help such as that of a social media marketing class. Working together begins with strengthening the lines of communication between the City, the business community and the residents of Carroll.



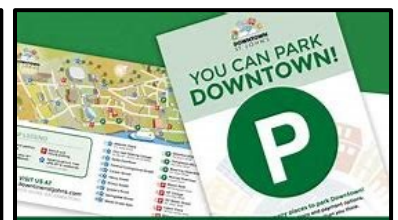
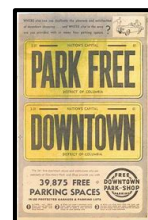
Cooperative marketing and shared events are also a big part of any downtown plan. Businesses working together will boost attendance, enhance shopping experiences and encourage increased spending. Individual businesses do a good job of marketing themselves, but much can be gained by efforts to promote the collection, variety and clusters of businesses. Consider these ideas and which forms of media can be best used to get the word out.

## 60+ businesses to promote!!!!

|                        |                       |                              |
|------------------------|-----------------------|------------------------------|
| Ski's                  | Promesign Image       | A Fun Top + Jeans            |
| Wilke Clothier         | Artworks Studio       | Meraki Salon                 |
| Just Around the Corner | Anderson Shoes        | Whyle Eye Care               |
| Carroll 5              | True Value            | Kathy's Headquarters         |
| Western Iowa Sleep     | Jeanine's Hallmark    | Crossroads Nutrition         |
| K + Co Artistry        | Jena Bug              | Next Generation Chiropractic |
| True Wealth            | Full Swing            | Daryl's Hair Stylist         |
| S + S Spa              | Books & Bakery        | Basic Fitness Studio         |
| Integrity PT           | Eckerman Jewlery      | Office Store                 |
| Learning Connection    | Affinity Salon        | The Flower Garden            |
| Studio 521 Fitness     | Hair Force            | Mike's Shoes                 |
| Feldman & Company CPA  | Principal Financial   | Releve Bar + Yoga            |
| Brothers on Main       | Deep Roots Salon      | Edward Jones                 |
| Toploft                | Alchemy Salon         | Star Destinations            |
| Buckle                 | Jeanine's Beauty Shop | JGM - Attorney/Mediator      |
| Hair Biz               | Sporrer's Barbershop  | A Touch of Country           |
| Brown's                | Cloud 9 Spa           | Children's Museum            |
| Pretty Nails           | 3 Souls Company       | The Grooming Company         |
| Jachelle's             | Vita Suite            | Hair Market Salon            |
| Bordenaro's            | Aveda                 |                              |
| Glick's                | Merle Norman          |                              |

## ACTION STEPS

- The local newspaper and radio station used to highlight/promote individual Carroll businesses. Bring that idea back. Do ads and videos highlighting the store/businesses, their products, their people, etc.
- 60+ downtown businesses. **60!** Make a big deal out of that. Use that number repeatedly in downtown image ads.
- Likewise, downtown Carroll has over 420 free, downtown parking spaces. The survey also identified a misconception that there is no place to park downtown. Develop image ads perhaps with simple maps that show that wealth of downtown parking.
- Downtown fun facts. Trivia. Historical information about the buildings or businesses. Develop a small radio segment, newspaper feature or social media posts that share interesting information about downtown Carroll that gets everyone excited about it.



- Thirty things to do in downtown Carroll! Make a list and promote, promote, promote. Maybe, it's even 50!
- Develop ads that focus on the breadth of goods and services that can be found in downtown Carroll. People really don't know. Perhaps this is a series of A to Z ads featuring everything you can get that begin with those letters. "Downtown Carroll....has Everything from A to Z.....Apple pie, Banking services, Candy, Denim jeans, etc."



- Promote business clusters. Downtown Carroll has a number of complementary business clusters for example businesses that serve women (clothing, salons, accessories), several downtown shoe stores (we never see this!), etc. This is a great opportunity to market these clusters and complementary businesses together. The shoe selection is a great way to start.

- Develop an on-line business directory that shows the number of businesses downtown. This will surprise local residents.

- Develop a simple but attractive holiday catalog featuring 1-3 items that can be purchased in downtown businesses. Great photography is a must.

- [Shop Iowa](#) is an initiative of the [Iowa Economic Development Authority](#), with the support of the [Iowa Small Business Development Center](#), enabling small retailers to have a shop on the platform for **FREE**. Few Carroll businesses take advantage of this opportunity. Get familiar with the website and get involved. Although it will take some businesses out of their comfort zones, with things like photographing their products and shipping, this is a good way for businesses unfamiliar with on-line selling to get started. Familiarize your team with this and promote it to Carroll businesses. We would love to see 5-10 new businesses using the Shop Iowa platform in the next few months.



- Develop and implement five new cross-promotion ideas in which downtown businesses could collaborate. Perhaps this is just a walkable collection of three or four businesses that sell similar complementary products.



Here are a few other suggestions you may consider:

- Display other business' brochures, posters or other marketing materials. Attractions can cross promote with businesses to keep people in the downtown for longer periods of time. Set up a display at your cash register or hang posters around your store that show your partner's complementary products. Your partner should do the same for you.
- Start a referral program. Give a discount to customers who refer business to your partner from your store and vice versa.
- Make friends on social media. Cross promotion on social media is all about shared audiences and interests. Share ideas like tagging each other in posts or sharing the cost of an ad featuring both brands.

## Improving the familiarity of downtown businesses can also be accomplished with physical improvements:

- Make sure downtown windows are full of quality displays and are lit at night. Most Carroll businesses do a good job with this, but not all. Perhaps business owners (that are particularly good at this) can offer some assistance to their neighbors that don't have this skill.
- Consider a kiosk reflecting the variety of businesses and parking available downtown. The limitation of a structure like this is that it can be quickly outdated.



- Take obsolete store signs down immediately. They only remind people what you no longer have.
- Store hours were frequently mentioned by residents as a downtown weakness. Businesses must be open when customers can shop. The 9-5 standard set 100 years ago – no longer works. Businesses must also be consistent with their hours of operation.
  - Work together as businesses. All stores are different but at the very least, set agreed upon minimum hours for the downtown. Secure testimonials from businesses that make money during extended hours of operation. Success will not occur overnight, but consistency in this area will benefit both downtown businesses and residents alike.
  - Many downtown businesses do not post their hours. Develop a window card or sign that downtown businesses can use to promote their store hours.
- Develop signage that clearly identifies parking spaces/lots.



Downtown Carroll has a good business mix. The Assessment team was surprised by the ambience, quality of products, merchandising and variety of things we saw in businesses once inside. Would we have gone into those businesses if we were not assessing the downtown? Maybe not. Many businesses do not look as good from the street as they do inside. Businesses need to tell their stories from the sidewalk. *Jenabug's sign to the right clearly identifies what this business sells.*



What is the name of your business? What do you sell? Does your sign help communicate what type of business it is, the products/services offered? Does one think "quality" when they see your storefront? This assessment team believes that many of downtown Carroll's business strengths are hidden.

- Offer a signage workshop for downtown businesses focusing on the 10 important features of a business sign). Walk the downtown with those businesses. Conduct a sign audit. Talk about the elements of good signage and how businesses can benefit by improving their existing signage.
- On this walk, consider the transparency of the businesses. Do current windows and displays help to tell the story of the business? Can shoppers see inside? In store activity should be visible. Perhaps this is an easy fix or a storefront rehab that creates more transparency. Are the façades welcoming to pedestrians?

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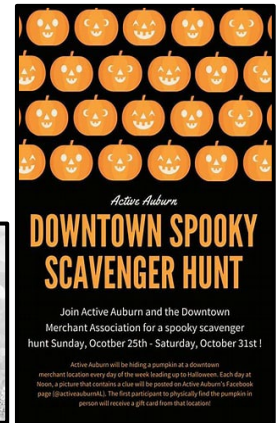
- Consider colorful open signs/flags or sandwich board signs.
- Spill merchandise out onto the sidewalk when appropriate. Take advantage of sidewalk seating.

Another way to make locals and visitors more familiar with your business mix is to engage in event-based store familiarity. Develop promotions designed specifically to get people inside the businesses (perhaps for the first time). Jingle & Mingle was

mentioned as perhaps Carroll's most effective downtown event! Set a goal of adding two new business familiarity events in the next year.

### Examples:

- Scavenger Hunts (perhaps tied to local history)
- Store Drawings (must be in attendance to win)
- Cluster Based Events such as Ladies Night Out. Most downtowns don't have the variety of stores to pull this off – Carroll does!
- Cash Mob: Get 40 willing consumers to agree to spend at least \$20 in one business over a two-to-three-hour period on a specific date and time. Choose the business out of a hat. Be sure to let the business know it is happening! Afterward, have fun. Meet for drinks and set up the next event. Do this 3-4 times a year.



This Assessment Team believes that downtown Carroll has a very good business mix, but it can be strengthened. Perhaps downtown Carroll's greatest business mix weakness is the lack of businesses that people come specifically for. These types of businesses tend to be food based.....restaurant, coffee, bakery and ice cream. All of these are present in the community but not downtown. These types of businesses generate foot traffic for other businesses.

- Develop a wish list of businesses that you would like to see in your downtown's vacant spaces. Consider pop ups to test the market. Determine whose role it is to follow up on potential new business leads.
- Inventory all of your downtown buildings – most certainly your vacancies. Collect all of the information you need such as ownership, square footage, building conditions, past uses, etc. Develop specialized marketing pieces for vacant spaces. Be ready to show these spaces off. Once ready, keep them clean.
- Develop attractive business opportunity signs that identify the space and promote the type of businesses that would make a great tenant for the building and the downtown.
- Create specific events for the business types you are seeking to recruit. If done well, a food truck fair is an example of an event that could generate interest from start-up or expanding restaurants. Be strategic and target mobile food vendors that also have brick and mortar locations.
- Work with property owners on incentives such as temporary rent rebates for specific business types.





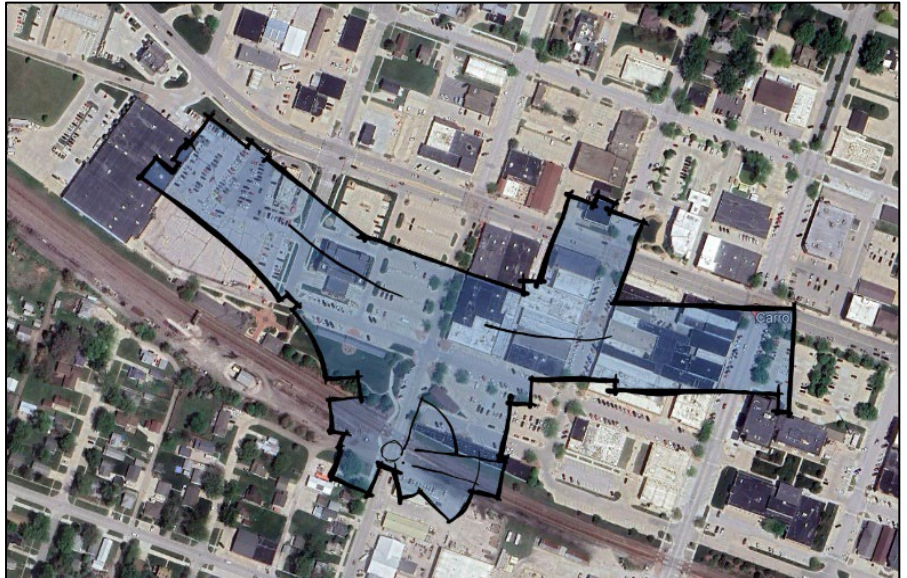
By enhancing its existing downtown activities and events and improving the overall downtown experience, Carroll can build on its destination downtown and well-deserved reputation as a regional hub. Some current annual downtown events are treasured by the community and present leverage opportunities for greater community impact. A strong foundation of quality, public space improvements in Downtown Carroll also supports event opportunities. Carroll's combination of a robust retail destination and walkable Downtown provide a good foundation to build a memorable visitor experience.

During the Downtown Assessment Team's research and visit some local participants expressed concerns about parking and walking distances downtown. Downtown Carroll is quite walkable and has ample parking.

To help you visualize how walkable the distances are in Downtown Carroll, here is an overlay of Jordan Creek Mall in West Des Moines on top of Downtown Carroll.

What makes visiting downtown Carroll memorable? What would make it more memorable? Think of the places you have visited that you remember most and long to visit again. What makes those places memorable?

**Jordan Creek Mall Overlay on Downtown Carroll Highlighting**



There are steps that can be taken to create a more warm, comfortable, and inviting environment in Downtown Carroll that will encourage visitors to stroll, linger, and shop longer—all creating an opportunity for fond memories and a desire to visit Downtown Carroll again and again.

Downtown Carroll has wonderful pedestrian scale streetlighting, well done intersections and mid-block foundational plantings and benches. Many planters exist throughout Downtown. The Lincoln Highway markers along Highway 30 are well done. The historical building information on each building is some of the most comprehensive we've seen anywhere in Iowa. There are some enhancements that could be added to make the downtown experience better.

Downtown Carroll has a somewhat stark and cold feeling. Some of that may be a result of the time of year in which the Downtown Assessment Team visited, but there are ways to add warmth and color to the downtown through the use of trees, flowers, planters, and public art.

For visitors to Downtown Carroll, it is currently difficult to identify (quickly and easily) what businesses are in Downtown. In the pre-assessment survey, many residents indicated a lack of businesses as Downtown's greatest weakness. Some survey respondents even indicated there aren't any businesses Downtown. This sentiment

needs to be reversed. Making it quick and easy for visitors to identify the 60 plus businesses in Downtown would be a good start.

Adding warmth and color to the Downtown and improving the community's awareness of the businesses Downtown are critical to supporting the long-term vitality of Downtown Carroll. Also important is the need to program Downtown with a variety of quality, well-promoted community activities and events that activate Downtown and expose the public (residents and visitors alike) to all that Downtown Carroll has to offer.

The following action steps are recommended to support a thriving and viable Downtown Carroll for many years to come. As you consider these action steps, keep in mind that you want to inspire people to walk and explore your Downtown. Implement improvements that will engage the pedestrian every 20 feet and make them want to explore more of Downtown. Make the destinations visible so the visitor can see where they should go. Add improvements that appeal to the five traditional human senses of vision, hearing, taste, smell, and touch.

## ACTION STEPS

- **IMPROVE DOWNTOWN BUSINESS SIGNAGE.** Add blade signs to each business. This may require an easy local zoning code change. Blade signs are easy for pedestrians to see and draw pedestrians down the street to see what is in the next store. Blade signs will also help motorists on Highway 30 become better aware of all the businesses that Downtown has to offer. Sandwich board sidewalk signs, open signs and banners would also be helpful. Business signs should make it clear as to what that business does and what is in their store. Quality business signs can be a form of public art in a community and add color and interest to a Downtown. Consider working with local students, artists and sign companies to create unique, visually appealing Downtown business signs. Utilize some of the local business and building incentive funds to cost share sign improvements with local business owners.
- 
- **CREATE AN ONLINE DIGITAL DIRECTORY OF DOWNTOWN BUSINESSES.** The directory should display the businesses on a Downtown map, should be keyword searchable, and also include a listing of the businesses with a direct link to each business website and social media. Prior Lake, MN and Pearl Street in Boulder, Colorado have examples of model Downtown business directories. This could be a wonderful partnership opportunity between the city, chamber, social media/marketing/entrepreneurial/computer classes in the local schools and local businesses.
- **ADD COLOR.** More color needs to be added Downtown. The planters Downtown must have seasonal flowers/plants/decorations in them year-round. Add trees to the Downtown that are appropriate for street trees. Trees will also help address the community's desire for more shade Downtown. The Iowa DNR and the City of Des Moines maintain lists of recommended street tree varieties. Add flowers to the intersection and mid-block crossing planting areas and baskets or banners to the light poles. The city, local business/building owners, local garden club, or FFA/4-H programs could take the lead on growing, planting, and/or maintaining the plants and flowers.
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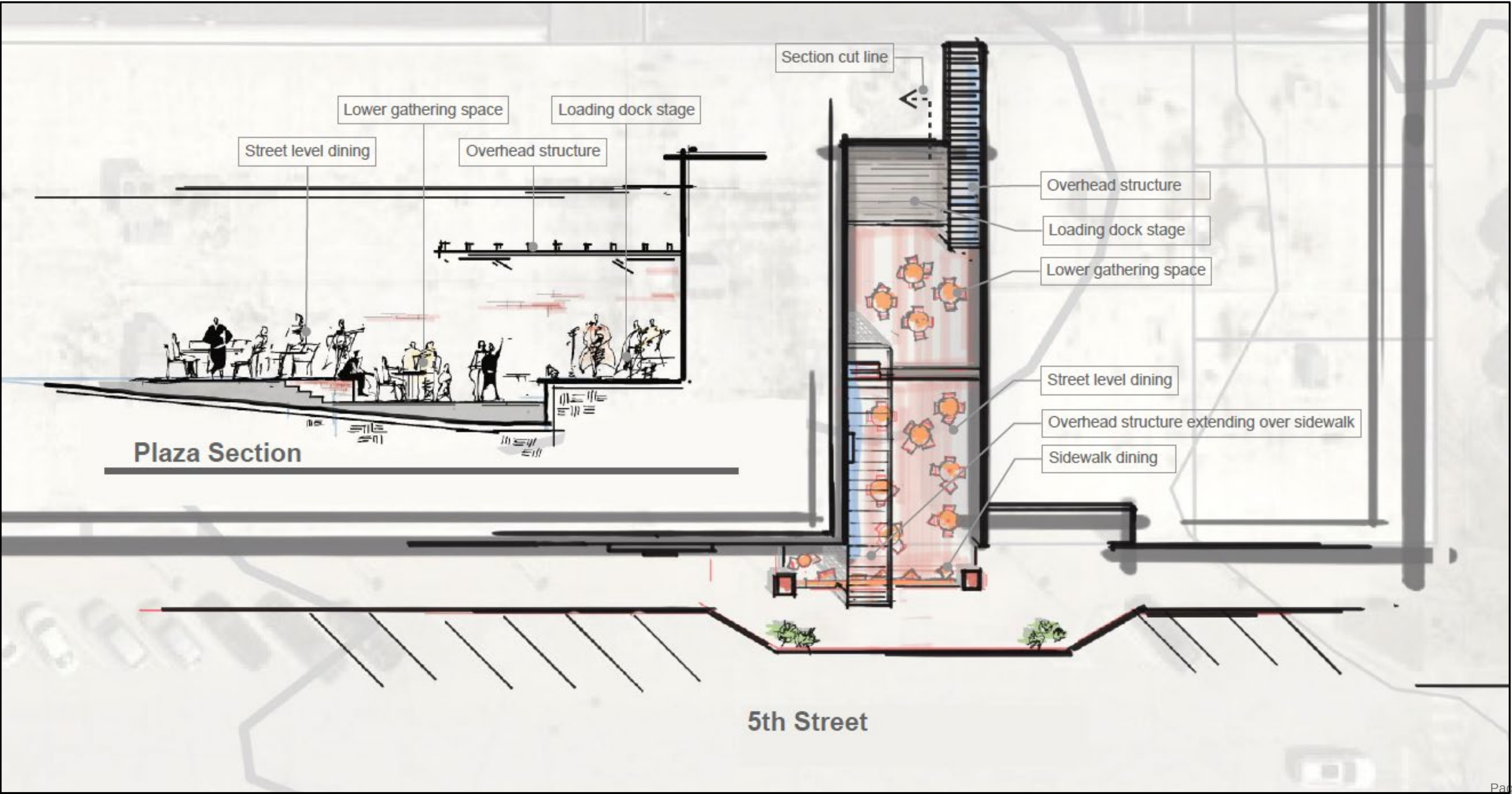
- **ADD PUBLIC ART.** Work with the local art commission and Artworks Studios to develop a public art program for Downtown. The community could begin commissioning one or more public art pieces per year to build up a destination public art collection in Downtown Carroll. Invite local artists to display their art in Downtown public spaces, storefront windows and in the mall areas. For inspiration, check out the approaches that communities like Woodbine, Charles City, Clive and Urbandale have taken to add public art in their communities.
- **ADD OUTDOOR DINING.** Nothing else does more to add vibrancy to a Downtown than seeing people having a good time on the streets and sidewalks of Downtown. Opportunities exist throughout Downtown to add outdoor dining. The intersection bump out, sidewalk and parking, along Adams Street next to Ski's Sandwich Shop, are excellent opportunities to add outdoor dining. Add outdoor seating outside the Eastgate and Westgate mall entrances on Adams St. Bring some of the Bordenaro's Meat Market seating from inside the mall to outside along Adams Street in the mid-block crossing area.



The loading dock area and adjacent sidewalk bump out of the former JCPenny® store and the alley facing Highway 30 on the north side of Westgate Mall also present interesting potential areas for outdoor dining. (see concept drawing on the following page)



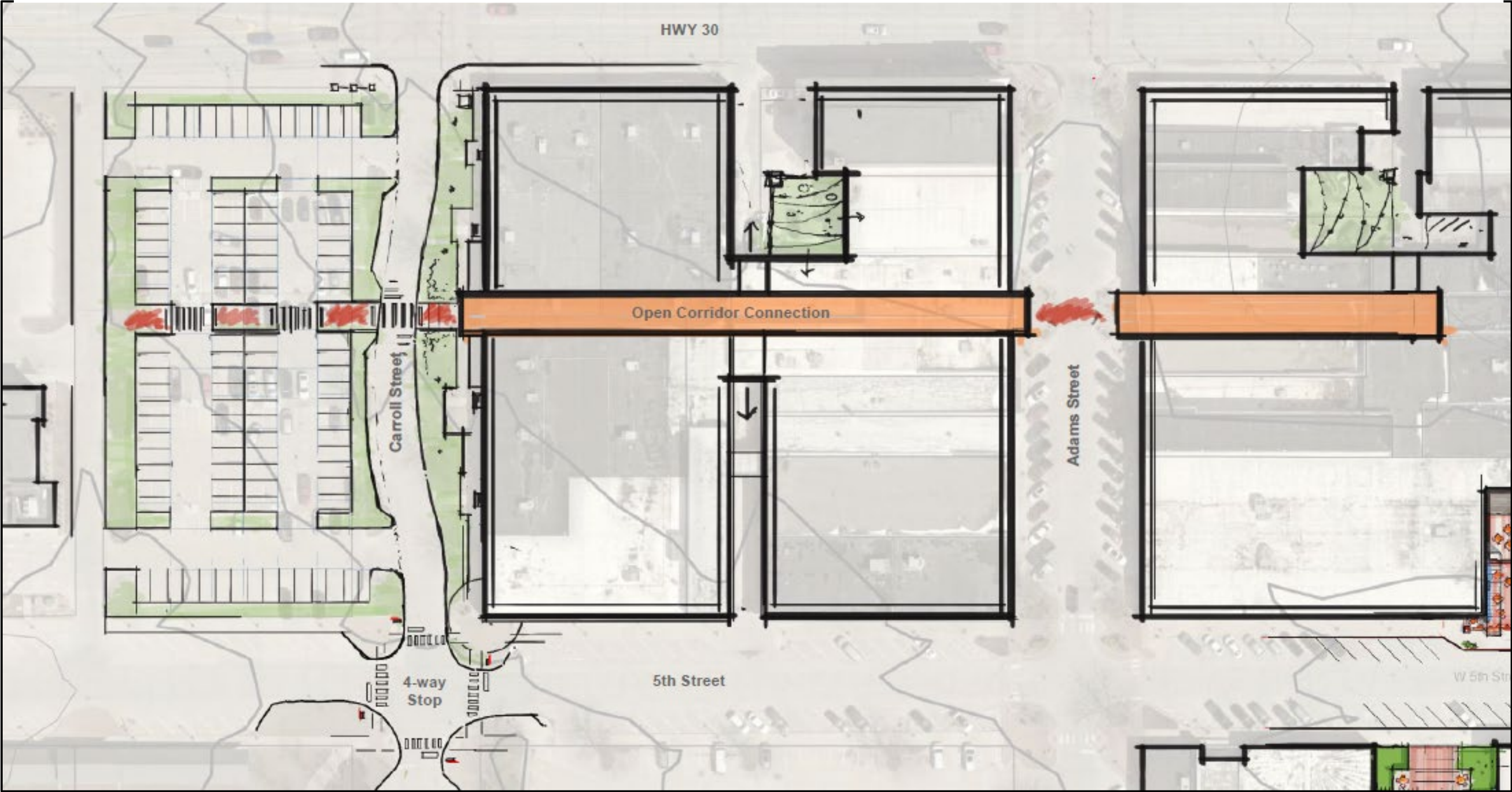
5<sup>th</sup> Street Entertainment Café Stage Concept for Loading Dock of Former JCPenny® Building



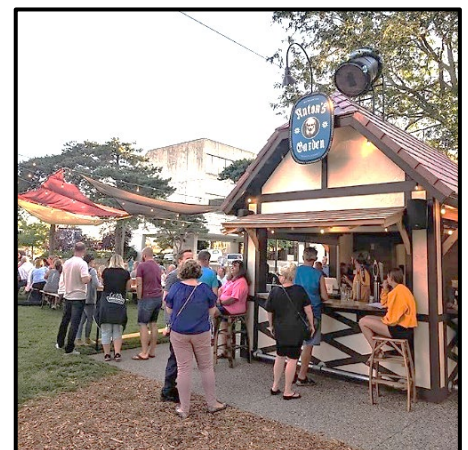


- **ADD MUSIC.** Add recorded or live music playing in the Downtown on a regular basis. The addition of music improves the overall ambiance of Downtown and provides a more festive atmosphere. Woodbine and DeWitt, Iowa are excellent examples of Iowa communities that regularly play music throughout their Downtown.
- **DOWNTOWN, PARKING AND RESTROOM SIGNS.** Strategically add signs on Highway 30 that direct visitors to Downtown and available parking options. Add downtown signs directing visitors to public restrooms. Consider options to keep the public restrooms open even when the mall corridor is closed.
- **IMPROVE PEDESTRIAN SAFETY AND DOWNTOWN WALKABILITY.** Downtown Carroll is very compact and walkable but there are improvements that could be made to make the walking experience better and safer while providing better access for more mature visitors and those with mobility challenges. The through traffic on Carroll Street creates a dangerous situation for Downtown walkers, especially those entering the west doors of the Westgate Mall. N. Carroll Street and West 5<sup>th</sup> Street should be converted to a 4-way stop to help slow traffic currently speeding up and down Carroll Street. A 4-way stop here would also provide an opportunity to improve driver awareness when heading north on Carroll Street for people that are crossing from the west parking lot into Westgate Mall. Adding parallel parking to the east and/or west sides of Carroll street next to the mall would slow traffic and provide further visual indication that this is a shopping district. Reorient the parking layout to create a “central spine” for pedestrians that provides a direct visual connection to the Westgate Mall Entrance. Update the west side of Westgate mall to have a sidewalk with shop plazas at each entry point to improve business visibility and the pedestrian experience.

**Changes to the pedestrian crossing markings on Carroll Street are also recommended (see conceptual drawing on the following page).**



- **KEEP N. ADAMS AND HIGHWAY 30 TRAFFIC SIGNAL.** The city is currently studying the removal of the traffic signal at N. Adams Street and Highway 30. The Downtown Assessment Team strongly encourages and recommends that the traffic signal remain in place. People support communities – not cars. Communities must be designed and built for people – not cars. Approximately 15,000 cars travel on Highway 30 each day. The goal should be to slow those cars down to give the occupants in those cars an opportunity to see what your community and Downtown have to offer. Maintaining the traffic signal will also make it safer and more convenient for pedestrians to cross Highway 30 and support collaboration between Downtown property and business owners and HUB 712.
- **CONVERT ORNAMENTAL STREETLIGHTS TO LED.** Apply to IEDA’s [Energy Efficiency and Conservation Block Grant Program](#) to replace the lamps in the ornamental streetlights with LED lamps. This will save utility costs and may provide options to change light colors and dim lights during special events. Consider reinvesting the energy savings into downtown improvements such as trees, plantings, banners and business sign grants.
- **WINDOW DISPLAYS.** Downtown Carroll has some really well-crafted window displays. Keep up the good work and make sure window displays are lit in the evening. Have your local skilled window display creators assist other business owners to install enticing window displays. Rotate displays seasonally and install attractive window displays in current vacant storefronts. These windows can be used to promote other businesses, market the available business space within, support local artist displays, create a walking storybook throughout the Downtown.
- **ENHANCE DOWNTOWN EVENTS.** Keep offering the current Downtown events such as Ridiculous Days, Jingle & Mingle, and Live + Local. Involve the local businesses in planning those events and identify more ways for the businesses to leverage those events for greater positive business impact. Consider combining the farmers’ market with Live + Local. Consider alternative setups and/or alternative stage designs for Live + Local that will minimize access and parking disruptions on N. Adams Street on Live + Local event days. For example, a smaller, more portable stage may not require as much space or require as early a setup as the current, difficult to maneuver, semi-trailer does.
- **ADD ACTIVITIES AND EVENTS.** In the pre-assessment survey, the community clearly indicated that more events and activities would bring them Downtown. Add more seasonal events; events that are geared towards a variety of ages and interests. Consider having various local groups each adopt an event such as the youth, the hospital, Downtown businesses, local industry, service organizations, churches, etc.



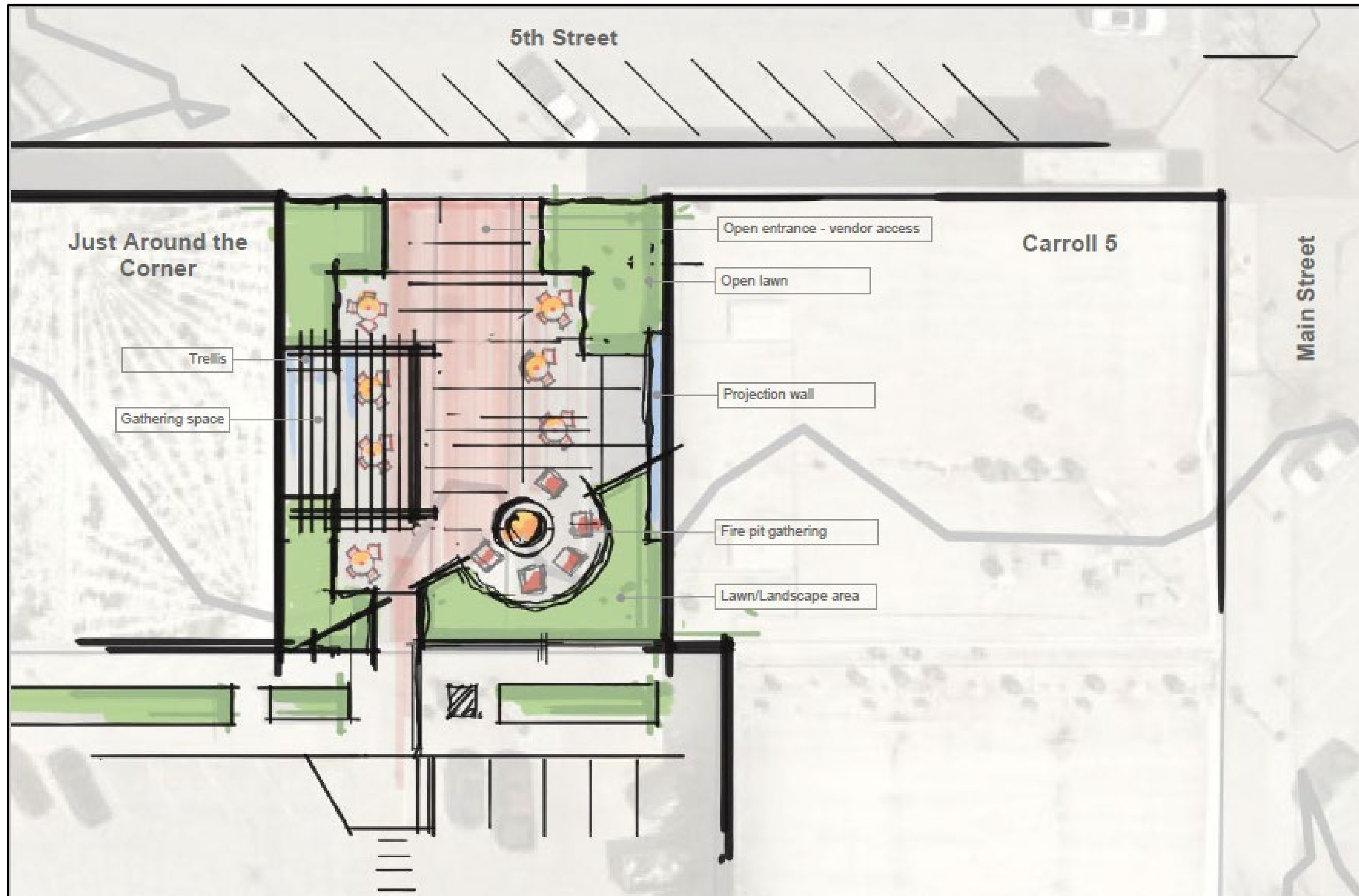


- **ACTIVATE VACANT LOTS ON W. 5<sup>TH</sup> STREET.** The vacant lots on W. 5<sup>th</sup> Street (between Just Around the Corner and the Carroll 5 theater) present a tremendous opportunity to add vibrancy to Downtown and to create a place for kids that so many in the community indicated in the survey is needed. Gather a representative cross-section of the community, especially youth, and develop a vision for this space. The Downtown Assessment Team can visualize this space with simple landscaping, shade, a community fire pit, oversized games (Jenga, Connect 4, etc.), corn hole (bags), table tennis, and video games (broadcast on the east or west walls) and community movie nights in partnership with the theater. A simple concession stand could be built by local building trades classes and staffed by entrepreneurial students. Maybe the concession stand is supplied by the adjacent Carroll 5 theater. A project like this could be implemented quite quickly and at low cost with materials and resources already available in the community. For inspiration see [Better Block](#), [WikiBlock](#), the [Lighter, Quicker, Cheaper](#) approach from the Project for Public Spaces, and the *Creative Placemaking Manual* in the Resources section of this report.

### **Current Vacant Lot on W. 5<sup>th</sup> Street Behind Movie Theater**



Concept for W. 5<sup>th</sup> Street Entertainment Theater Plaza



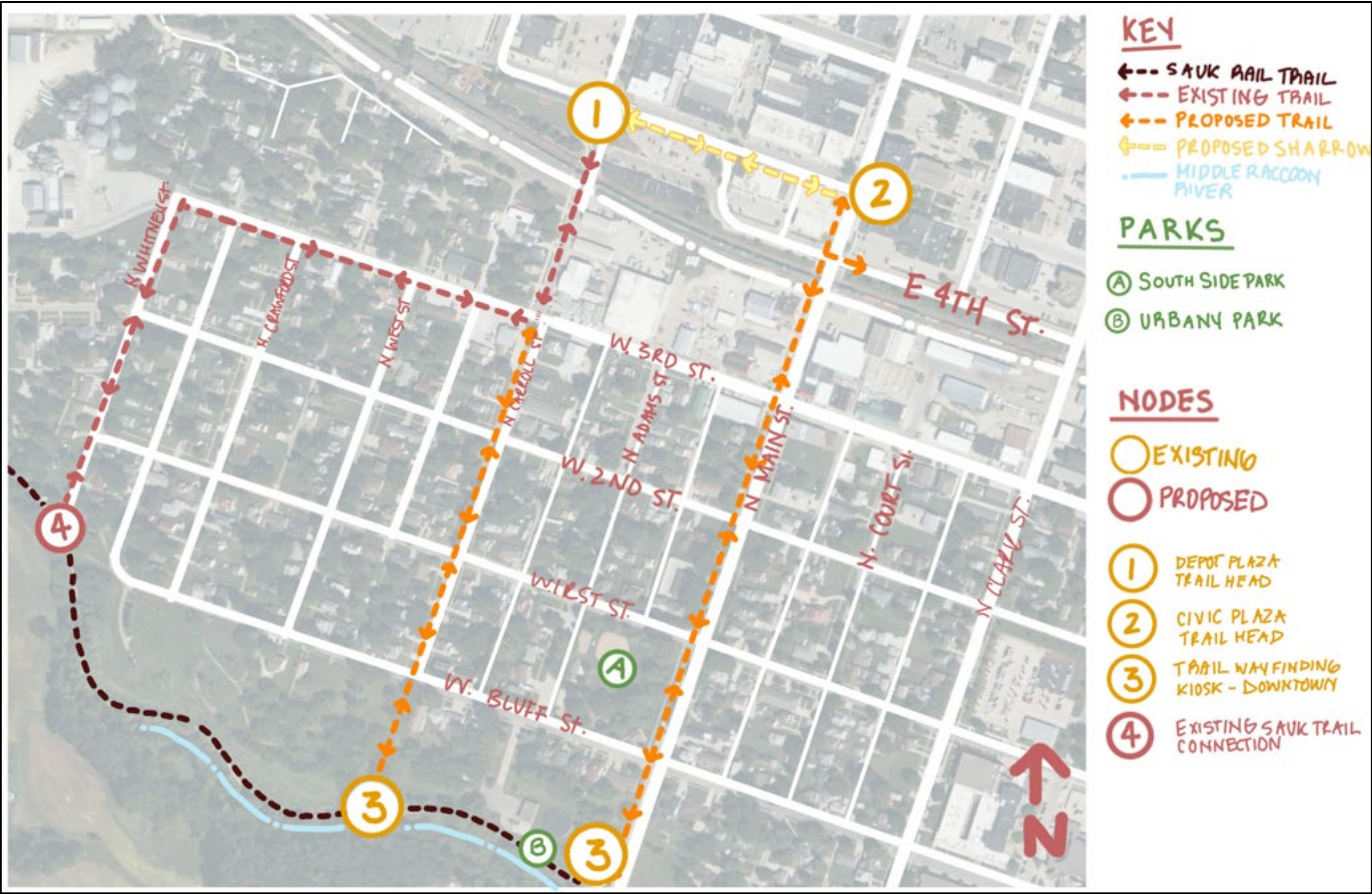
- **W. 5TH STREET ENTERTAINMENT THEATER PLAZA.** Lawn space adjacent to the theater provides opportunity for outdoor gathering space

- Construct a visual barrier on the south end to enclose plaza from parking/utility area.
- Celebrate existing mural on west wall with low plantings and gathering space for informal gatherings.
- Incorporate fire pit on the south end for casual use and gatherings.
- Establish open turf areas with sufficient size for corn hole (bags) and other lawn games
- Enhance theater concept with outdoor movies projected onto the east wall of the plaza.
- Incorporate projected wall art (LED light pattern/screen) on theater wall when not projecting movies.
- Consider electrical connections for charging and sound systems for movies.
- Leave space open along 5th Street for food trucks and outdoor popcorn stand.



- **HISTORY WALK.** The building history plaques displayed on each building are really informative and a nice touch. A potential next step could be to incorporate a QR code on each sign that takes visitors to a website with additional information and photos. With today's artificial intelligence programs, visitors could even be treated to video of local historical figures telling the history of Carroll, its Downtown, and its buildings and businesses. See an example at [Fine Spirits Media](#). The talent is likely available locally to develop a similar experience.
- **CONNECT TRAILS TO DOWNTOWN.** Carroll has a robust recreational trail system, but the current trail system does not reach Downtown. Therefore, Downtown is missing out on the potential support and vibrancy that trail users can bring. Depot Park and the civic plaza area by the library are two tremendous opportunities for Downtown area trail hubs. The assessment team encourages adding trail map kiosks in Urban Park directing trail users to Downtown. See trail connection concepts below.







- **INVIGORATE DEPOT PARK.** Depot Park's close proximity to Downtown is an asset for attracting more people to Downtown. The project team compiled a list of potential uses and activities to invigorate use of Depot Park and to bring more visitors Downtown.
  - Lower Investment Concepts
    - Food Truck Days
    - Increase seating opportunities
    - Trail head and Wayfinding
    - Bike parking
    - Outdoor grills and gathering space
    - Public art displays
  - Higher Investment Concepts
    - Playground structure
    - Splash Pad (Summer) Ice Rink (Winter)
    - Enclose part of the Structure (see image below from Fergus Falls, MN)
    - Expand structure to allow covered uses beyond linear.



**Riverfront Pavilion – Fergus Falls, MN**  
(Photo Credit: Bolton & Menk)



So far, the citizen feedback, recommendations, and ideas that have been discussed in this report generally focus on what can be done to improve the experience one has with and the understanding of Downtown Carroll. However, great plans only become great in their implementation. Through collaboration and leadership, Downtown Carroll can not only maintain its status as a regional commerce hub, but it can also grow into a compelling destination that people go to shop and socialize.

Carroll's size can be a challenge when discussing the notion of capacity. Towns much smaller than Carroll seem to miraculously pull off exciting revitalization projects, obtain outside funding assistance or plan well-coordinated events, despite their smaller population. On the other hand, it seems obvious that cities larger than Carroll succeed in accessing grant dollars, enticing developers, and coordinating community festivals. In a very small town, if everyone doesn't pitch in and volunteer, things do not happen. In the larger cities, financial capacity allows for the hiring of professionals to serve as leaders in these areas. Communities in the middle, like Carroll, are challenged because they are just big enough that citizens don't always feel compelled to pitch in, but they are not quite big enough to afford professionals to do the work.

That said, throughout the team's visit to Carroll, we met highly qualified individuals and groups all working in the areas of economic development, community event planning, and beautification. By supporting these economic developers and giving them a clear, focused path for implementation, Carroll will succeed in accomplishing the things found throughout this document.

The following action steps are recommended to maximize the capacity and skills already in existence across Carroll's non-profit groups, local government, and business/property owners.

### ACTION STEPS

- **ESTABLISH A WORK PLAN.** The first question that Carroll leaders should be asking themselves is "Who is doing What?" But, before that question can be answered, Carroll must define the "who" and the "what." From there, a plan of action is formed to ensure that the priorities for Downtown's revitalization and growth are addressed. Who is the "Who"? It is important to identify one or more community development officials for the City of Carroll. The assessment team met many capable individuals and groups already working in the economic and community development arenas. Begin with those people first and establish a plan of action.

- **City Government**

- Starting with the City Council and City Administrator, take a look at the talented City staff and see what action items can be folded into their regular work.

- **Development Support Organizations**

- Seeking out assistance from [Region XII Council of Governments](#) is a great place to add additional capacity for initiatives. Their list of services includes grant writing and administration, technical assistance on matters such as city codes, bonding, urban renewal/TIF, and urban revitalization/tax abatement.
- Carroll County Growth Partnership provides a lot of support for new and existing business and industry. As it relates to the Carroll Downtown, more businesses could take advantage of services such as "Retail Coach" offered by the partnership.

- Carroll Chamber of Commerce works to elevate the experience of doing business in and visiting Carroll. With anything and everything available to consumers with a simple swipe on their phone, downtown retail businesses increasingly rely on authentic and engaging experiences around the act of shopping. The Chamber of Commerce is an entity that continues working on such experiences. Additionally, downtown business owners should participate in the Chamber of Commerce. If they are not, figure out why and address those issues.
- Hub 712 will provide co-working space and business resources to help grow the local economy. Hub 712 is a new resource that could have a significant impact on Carroll's Downtown, especially when considering filling some significant vacancies.
- **Local Non-profit Organizations and Community Partners.** This list is just an example of entities that could be considered for partnerships and is not intended to be all encompassing. Even if a group doesn't initially come to mind when considering community and economic development matters, don't rule them out. There are many ways in which groups can contribute to building up a Downtown.
  - St. Anthony's Regional Hospital
  - Community Foundation of Carroll County
  - RSVP of Carroll County
  - Rotary, Lions, Kiwanis, and other such service clubs
  - Religion-based Organizations and Churches
  - County Conservation
  - New Hope Village
- **Property Owners.** Perhaps, property owners should be at the very top of this list because without their participation and buy-in, not much can happen in Downtown Carroll. Build relationships with property owners. Start with initiatives that everyone can get behind.

*"What" should they be doing?* A number of different activities or initiatives are recommended to help guide Downtown Carroll down a successful path.

- Establishing and Administering Local Grant Programs
- Code Review, Code Updates, Code Enforcement
- Business Support
- Pursuit of State/Federal Dollars
- Housing Development and Population Growth
- Marketing
- **Establish and Administer Local Grant Programs.** Local grant programs can be a simple way to support new and existing small downtown businesses in Carroll. When designing your local grant program, consider several things- goals for the program, funding source, and aesthetic/design considerations.

Before creating local grants to help with building or business improvements, it is important to first establish goals and parameters for the program. Start with reviewing what other communities do for their local grant programs. There are many communities in Iowa who have created their own local grant programs to assist new and existing businesses.

To get started in the research process, here are a few examples of the programs and applications that some communities have in place.

- Jefferson, IA: <https://jeffersonmatters.org/building-facade-mini-grant-application-up-to-500/>
- Newton, IA: <https://ia-newton.civicplus.com/934/Local-Grants-Available>
- Knoxville, IA: <https://www.knoxvilleia.gov/348/Downtown-Facade-Improvement-Grant>
- Story County, IA: <https://www.storycountyiowa.gov/1073/Facade-Grant-Program>
- Ames, IA: <https://www.cityofames.org/government/departments-divisions-i-z/planning/downtown-facade-assistance-program>
- Oskaloosa, IA: <https://www.oskaloosaiowa.org/462/Downtown-Facade-Improvement-Project>

**What improvements or types of businesses does Carroll want to see in the downtown area?** Whatever they are, those are the things that should be incentivized. For example, when Newton’s local grant program started, they focused just on facade improvements because their signage and entrances were looking shabby. The City later added housing grants and restaurant grants to the list as both are important elements to building vibrancy downtown.

Façade grants need to have some design criteria upon which projects are reviewed for funding. Carroll should adopt design guidelines. It is recommended that adopting design guidelines, at this point, should not be mandatory code requirements. Rather, they should be optional, but if a property or business owner intends to apply for and receive local funding, then they would be required. The State of Iowa has prepared some design guidelines that could get the community going.

Utilizing bonding capacity and Tax Increment Financing, the City of Carroll can create a pool of funds available for the purpose of awarding local grants. The City of Carroll should work with their bonding attorney on the specifics of establishing the pool of funds for the program. With discussions of TIF reform frequently in the air at the State level, it may benefit the community to get this going sooner rather than later.

- **Review Local Ordinances and Update as Necessary.** While we will discuss the JCPenney® building in greater detail later, it is important to note that during our meetings with Carroll stakeholders during the assessment visit, there were many creative ideas for uses or businesses that could go into the empty building. As some of these cool, creative ideas gain traction, the City needs to be prepared to respond appropriately. Review the current zoning code list of permitted uses to make sure the list incorporates potential future uses. It may also be necessary to delete outdated uses listed in the code that the community does not want to see downtown.

Additionally, the assessment team first recommends collaboratively addressing vacancies and run-down buildings through public-private partnerships including, but not limited to, applying for state grant funding or establishing local incentive programs. That said, sometimes, communities have to be serious when collaborative efforts stall out. In addition to making sure the zoning code provides an appropriate listing of permitted uses for your downtown, Carroll should review all city ordinances and consider updates or additions in some of the following areas, as deemed necessary:

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- **Sign Ordinance.** Outdated signage can be such a drag on a commercial area. If one is not already in place, consider adopting an ordinance that limits the duration business signage can remain up once a business is closed. Limitations can range from as short as 6 months to as long as 12 or 18 months. If such an ordinance is already in place, make sure that it is being enforced.
- **Minimum Maintenance Ordinance.** This ordinance requirement is intended to preserve the structural integrity of the building and property values while assuring a clean and attractive community.
- **Commercial Property Inspection Ordinance.** Carroll has an established rental inspection program. Similarly, a commercial property inspection ordinance can also ensure that commercial spaces are well maintained and safe. Consider focusing first on empty buildings before transitioning to all commercial properties. When rolling out such a program, make sure to work collaboratively with the business community to maintain a business-friendly environment.
- **Vacant Building Ordinance.** This ordinance addresses current or future vacant commercial and industrial buildings which are dilapidated, unsafe, or inadequately maintained creating or contributing to blight. The city seeks to assure the property maintenance of vacant buildings for the purpose of preserving and promoting public health and safety and preventing public and private nuisances and potential fire hazards.
- **Vacant Building Registry.** Owners have X number of days from the date the building becomes vacant to file this form. The cost to register is free for the initial filing and the first 6-month period. If after the six-month period the building continues to remain vacant, an inspection of the building will be made, and a fee will be charged. Each subsequent one-year period of vacancy will trigger a re-inspection and fee. The owner is responsible for all of the exterior and interior areas as well as lot maintenance. Failure to properly maintain the vacant building could result in increased renewal fees.
- **Residential on First Floors Limited.** Consider establishing a restriction on Adams Street, at minimum, which limits residential uses in storefronts. As the primary shopping corridor in Downtown Carroll, it is important to preserve those retail spaces. Having storefronts converted into residential uses becomes a drag on the vibrancy of a downtown area and should not be allowed.
- **Sample Language.** Residential Use is permitted only within upper stories or in the rear of the ground floor for properties located within the Downtown Area. Properties in the Downtown Area shall be maintained for commercial use within storefronts along public streets on the first floor of the building. The Commercial use shall occupy at least 40% of the depth of the building and the entire width.
  - The Downtown Area could be a defined geographic location bounded by, for example:
    - The north boundary of the Union Pacific Railroad right-of-way.
    - The south boundary of US Highway 30 right-of-way.
    - The centerline of North Carroll Street.
    - The centerline of North Main Street



- **Business to Business Mentorship.** The assessment team found an active Chamber of Commerce in Carroll that planned robust events and activities designed to show-off the downtown area and businesses. The assessment team recommends continuing with these efforts, but there should be an opportunity to have business to business networking and mentorship focused on business functions. Some topics that could be discussed at those networking sessions could include:

- Sharing of Best Practices
  - Customer Engagement, Social Media, and Direct Marketing tips and tricks
  - Window Displays
  - Store Hours
  - Cross Promotion Opportunities
  - Customer Loyalty Programs
  - Sensory Engagement and Customer Experience
  - Succession Planning

- **Business Resiliency.** If there is anything that the world learned post-Covid, is that flexible and quick to adapt businesses fared better than those who were slow to react. Working together as a business district to share ideas, collaborate, and pre-plan together for scenarios like:

- IT and Power Outages
- Natural Disasters
- Loss, Illness or Injury of Key Employees
- Supply Chain Disruptions
- Crime

By pre-planning both as individual businesses and as a business district, negative outcomes can be mitigated as a whole. The district succeeds when individual businesses succeed.

- **Seek Regional, State, and Federal Assistance, Resources, and Guidance.** In order to receive state and federal dollars, a community must prepare and submit applications. Identify employees or volunteers with the City of Carroll, Chamber of Commerce, Hub 712, CCGP or others who have energy and writing skills to tackle a few funding opportunity applications. Later in this document, a number of programs and resources are listed for consideration. The assessment team recommends working toward a Community Catalyst Building Remediation Grant for the former JCPenney® building. With its significant footprint and endless opportunities for reuse, redeveloping this building could be a catalyst for additional growth in Carroll's downtown.
- **Address City-Wide Housing Needs.** Housing plays a significant role in community and economic development. While opportunities for downtown living are limited (due to there being few multi-story retail

buildings and noise from the railroad and Highway 30), addressing city-wide housing needs will benefit the whole Carroll economy which will ultimately impact the downtown.

- **Collaborate with Employers.** Work with local employers to address the housing needs of their employees. The housing assessment team heard from various sectors about challenges that new employees have had finding appropriate housing in Carroll.
- **Explore the Use of Tax Increment Financing for Housing.** Utilizing TIF to help with the development of new, market rate housing can be beneficial for a number of reasons. For example, TIF can be used by the municipality to construct essential infrastructure to support new housing developments. When TIF is used for housing, the State of Iowa code requires a Low-Moderate Income set-aside. This means that a portion of the new increment generated must be set aside to support the development or redevelopment of affordable housing. A city can use this required pot of funds to support initiatives such as affordable housing projects or local housing rehabilitation programs.
- **Downtown Housing.** Downtown living can bring vibrancy with it. Carroll may not have a lot of available second story spaces in the downtown area ready to be filled with housing. That said, incentivize property owners that do have second stories to create new downtown living units or rehabilitate existing ones. Examine the excess parking lots that surround the downtown area. Could any of these be utilized for new apartment buildings?

## THEME 4 BUILDINGS

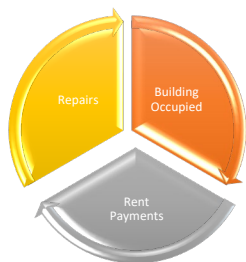
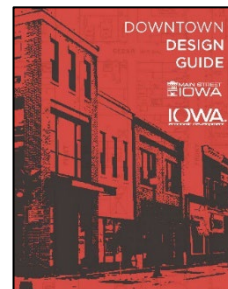
Nothing defines a downtown more than its buildings. The public and commercial buildings create the downtown character and set your community apart from others. When those buildings have been altered, removed, or not maintained, it impacts the downtown, community and business potential in a challenging way. A lot can happen to these buildings in 100+ years. Businesses change. Owners change. The economy changes. Fires. And, in Carroll's case, urban renewal. Every historic downtown has seen its share of building issues over the years. Some have reacted better than others to preserve their buildings with design guidelines, incentive programs, and constant community education pertaining to these grand, old buildings. Considering building improvements with a "one building a time" approach is always the way to go.

Building improvement projects do not necessarily need to be expensive to have a major impact on the feeling and character of a downtown. Something as simple as an appropriately applied paint scheme can make a huge difference. A good sign can also make a huge visual impact. Removing extraneous elements from the façade can also help. In general, the objective should be to enhance and maintain the original design and character of the building. Improvements that maintain and enhance the original character of any building will usually have better long-term sustainability than a project that is more trendy and less appropriate.

Many of downtown Carroll's grand buildings have come down over the years. But several significant structures still stand. The district is a mix of one, two and three story buildings. Most of them have seen inappropriate changes and some suffer from neglected maintenance. The best businesses often want to be in the best buildings. Downtown Carroll has a nice business mix but needs more attention to the buildings that house those businesses and upper story opportunities.

### ACTION STEPS

- **Local Design Guide.** Create appropriate guidelines to consistently approach quality downtown building rehabilitation.
  - Consider adopting [The Downtown Design Guide](#) developed by the Iowa Downtown Resource Center. Once adopted, include them in your local considerations. This could lead to possible incentives that should help "raise the bar" for improving the aesthetic and functional appeal of downtown. Incentivize the kinds of appropriate rehabilitation projects you want.
  - When considering the adoption of the Downtown Design Guide make sure they are tied to your local incentives. The guidelines are still suggestions but when tied directly to local incentives will determine the amount of appropriate rehabilitation and will then determine the amount of incentive available. If a property owner insists on inappropriate rehabilitation, they should not receive any local support. Keep the bar high and expect the best.



*Believe it or not,  
some property owners  
won't pay for their own  
building repairs.*

- **Local Incentives.** To build on the partnerships created in action step above, investigate appropriate local incentives. You will always get what you incentivize. Make sure when you create a local incentive that they are flexible as well as direct to get what you desire. In some cases, you will have to break the disinvestment cycle. Let's make sure your local incentives create a positive cycle of investment.
  - Review existing local opportunities like:
    - Tax Increment Financing (Urban Renewal)
    - Consolidated Abatement (Urban Revitalization)



- **Develop Façade Improvement Grants.** This incentive partnered with your design guide will protect and save your buildings.
  - **Consider façade mini grants.** Façade mini grants are an excellent way to encourage the kinds of desired improvements everyone will see demonstrated right before your eyes. Frankly, they just make sense. They aren't really all that expensive and you get what you want. Set expectations high and see the quality results. If no one applies, pick a different priority. As you create these important local incentives make sure you stay connected with the Iowa Downtown Resource Center on additional state and federal incentives. Now, you can provide additional local match to make your applications even more competitive.
  - **Consider applying for Community Development Block Grants (CDBG).**
    - The goal is to develop viable communities by providing decent housing and suitable living environments and expanding economic opportunities, principally for persons of low-and moderate income.
    - Funded through the U.S. Department of Housing and Urban Development (HUD)
    - State's program only for non-entitlement communities (cities with populations under 50,000)
    - Must meet a National Objective
      - Low-and Moderate-Income Benefit (70% of total funding)
      - Slum and Blight Elimination
      - Urgent Need
  - The most common uses for downtowns are:
    - Downtown Revitalization Fund
    - Upper Story Housing

- **Disabled Access Credit (ADA).** Two tax incentives are available to businesses to help cover the cost of making access improvements.
  - The first is a tax credit that can be used for architectural adaptations, equipment acquisitions, and services such as sign language interpreters.
  - The second is a tax deduction that can be used for architectural or transportation adaptations.

**NOTE:** A tax credit is subtracted from your tax liability after you calculate your taxes, while a tax deduction is subtracted from your total income before taxes, to establish your taxable income.

Form **8826**

(Rev. September 2017)

Department of the Treasury

Internal Revenue Service

**Disabled Access Credit**

► Attach to your tax return.

► Go to [www.irs.gov/Form8826](http://www.irs.gov/Form8826) for the latest information.

OMB No. 1545-0055

Attachment Sequence No. **86**

| Name of taxpayer |                                                                                                                                                                                                   | Identifying number |
|------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| 1                | Total eligible access expenditures (see instructions) . . . . .                                                                                                                                   | 1                  |
| 2                | Minimum amount . . . . .                                                                                                                                                                          | 2 \$ 250.00        |
| 3                | Subtract line 2 from line 1. If zero or less, enter -0- . . . . .                                                                                                                                 | 3                  |
| 4                | Maximum amount . . . . .                                                                                                                                                                          | 4 \$ 10,000.00     |
| 5                | Enter the <b>smaller</b> of line 3 or line 4 . . . . .                                                                                                                                            | 5                  |
| 6                | Multiply line 5 by 50% (0.50) . . . . .                                                                                                                                                           | 6                  |
| 7                | Disabled access credit from partnerships and S corporations . . . . .                                                                                                                             | 7                  |
| 8                | Add lines 6 and 7, but do not enter more than \$5,000. Partnerships and S corporations, report this amount on Schedule K. All others, report this amount on Form 990, Part III, line 1e . . . . . | 8                  |

For Paperwork Reduction Act Notice, see instructions.

Cat. No. 12174N

Form **8826** (Rev. 9-2017)

- **Apply for a [Center for Rural Revitalization | Iowa Economic Development Authority \(iowaeda.com\)](#).**
  - Click [here](#) to access fact sheet.
    - Rural Leadership Bootcamp Grant
    - Rural Housing Assessment
    - Rural Childcare
    - Rural Scale-up Grant
    - Rural Enrichment Grant
    - Rural Innovation Grant
    - Rural BOOST Program
    - Rural EMS Pilot Grant

- **Leverage local incentives to maximize state and federal programs.**
  - **CDBG Downtown Revitalization Projects**  
[Downtown Revitalization Fund | Iowa Economic Development Authority \(iowaeda.com\)](https://iowaeda.com/downtown-revitalization-fund)
  - **CDBG Community Facilities & Services**  
[CDBG Community Facilities & Services | Iowa Economic Development Authority \(iowaeda.com\)](https://iowaeda.com/cdbg-community-facilities-services)
  - **Community Catalyst Building Remediation Program**  
[Community Catalyst Building Remediation | Iowa Economic Development Authority \(iowaeda.com\)](https://iowaeda.com/community-catalyst-building-remediation)
  - **Nuisance Property and Abandoned Building Remediation Loan Program**  
[Nuisance Property & Abandoned Building Remediation \(iowaeda.com\)](https://iowaeda.com/nuisance-property-abandoned-building-remediation)
  - **CDBG Housing Rehabilitation Fund**  
[CDBG Housing Rehabilitation | Iowa Economic Development Authority \(iowaeda.com\)](https://iowaeda.com/cdbg-housing-rehabilitation)
  - **CDBG Upper Story Housing Conversion Program**  
[CDBG Housing Rehabilitation | Iowa Economic Development Authority \(iowaeda.com\)](https://iowaeda.com/cdbg-housing-rehabilitation)
  - **Workforce Housing Tax Credits**  
[Workforce Housing Tax Credit | Iowa Economic Development Authority \(iowaeda.com\)](https://iowaeda.com/workforce-housing-tax-credit)
  - **Brownfield/Grayfield Tax Credit Program**  
[Redevelopment Tax Credits | Iowa Economic Development Authority \(iowaeda.com\)](https://iowaeda.com/redevelopment-tax-credits)
  - **Historic Tax Credits**  
<https://iowaculture.gov/history/preservation/tax-incentives>
  - **State Tax Credit**  
[Historic Preservation Tax Credit | Iowa Economic Development Authority \(iowaeda.com\)](https://iowaeda.com/historic-preservation-tax-credit)
  - **Federal Tax Credit**  
<https://iowaculture.gov/history/preservation/tax-incentives/federal-tax-credit>
  - **Property Tax Exemption**  
<https://iowaculture.gov/history/preservation/tax-incentives/property-tax-exemption>

- **Rent Ready Sites.** This must become one of the highest priorities of a downtown focused program. As you walk your district it is easy to miss the quality improved sites because the vacant underutilized ones control your interest. This is very unfortunate. Carroll has some wonderful locations that sometimes get lost in the fog of inappropriate rehabilitation and vacancies that are not rent ready simply because no one has washed the windows or cleaned up the space.

- **Property clean-up.** Create a volunteer driven process that partners with cooperative building owners that truly want to rent their spaces. Use your imagination to create a fun and enjoyable process of following up on a property owner visit. Start with easy tasks like washing windows and based on volunteer abilities move on to more comprehensive approaches.
- **Property tours.** As you accomplish these partnerships with property owners, move towards window graphic advertising based on what your market-based research desires to fill the space. Complete this process by holding property tours showing off the space and demonstrating what could be.
- **Incentive priorities.** Rent Ready Sites should be priorities for the incentives you've created to fill vacant space. Business expansion and recruitment should be encouraged.



- **Individual Buildings & Downtown Multi-Tenant Buildings.** When we dive into the topic of individual downtown buildings we must start with, “Why were building owners allowed to do inappropriate rehabilitation, and can we fix it?” Reducing the size of the windows must never be allowed. Closing in upper story windows makes it harder to even occupy that space safely. With a limited number of buildings with upper floors, you can’t allow even one to go unoccupied. We must work towards occupying every available square foot to receive a quality return on investment, for the property owners and the community. Carroll has some wonderful building bones left and we must create partnerships in order to receive the positive results you desire and deserve. The buildings lost to urban renewal are gone but we can be successful with the few remaining.



**The Buckle Building**

The Buckle....what a magnificent building but completely underutilized. The entire upper floor is vacant and has been for quite some time. The first floor has a wonderful business, but the rest of the building is needy. Through appropriate design and local incentives, we have to work together to bring this building back to life. There are several incentive programs available for this building, but it must start at home first. Creating local incentives has to happen, this building needs it and could be a great example.



**The Brown’s Shoe Fit Company Building**

This building is one of the ugliest buildings downtown and at the same time it holds one of the best destination retail businesses in Carroll. The window displays invite customers into the space to enjoy their deep assortment of quality shoes and accessories. The awning and metal slipcover have not been updated in years and it shows. When walking into this quality first floor space, don’t look up. This building could be a great example of a demonstration project for a newly funded local façade incentive. Usually, the removal of the metal slipcover is not that expensive. The challenge comes with its removal, what has the slipcover hidden over the years and how much damage has it caused or created. Start with historic photos of this building prior to the inappropriate metal slipcover being installed.

Request professional help from a qualified contractor and do the investigation necessary to move this project into appropriate rehabilitation. Use the newly adopted design guide and local incentives. This could be a quality partnership opportunity. After the historic photo review and the contractor discovery process, consider moving this project along. This project will likely take a leap of faith by the property owner and the city.

**Before or Existing**



**Proposed Improvements**



## Downtown Multi-Tenant Buildings

There is quite a disconnect between Adams Street (Downtown) and Thomas Plaza. For whatever reason there exists a pedestrian barrier. This sometimes-unconscious effect can be devastating to a downtown district. It just does not feel connected to a pedestrian friendly atmosphere or environment.

This structure looks like it hasn't had any improvements since it was built. The wooden mansard roof completely traps it in the 1970's and the building is crying out for an appropriate rehabilitation.

The newly adopted design guide will help with the suggested improvements. Another quality partnership effort, truly waiting to happen. Everyone wins with quality rehabilitation.

**Thomas Plaza (existing)**





Westgate Mall

The city has done a great job with public improvements. The streetscape and amenities are quality improvements. The building owners need to step it up. This effort must be a partnership effort.

This project is in great need of a facelift. Our proposal is to raise the roof. As you walk from Adams Street into this space, you walk quite a distance before you even know there are retail opportunities. If you continue, you reach destination, retail businesses like True Value Hardware & Jeanine’s Hallmark. Unfortunately, many other entrances have been closed off. It’s time for a quality rehabilitation.

Existing Entrance from Adams Street



Proposed Improvements



## THEME 5 JC PENNEY® BUILDING

If Carroll has to continue the grieving process over losing JCPenney - do it, get over it, and then move on. Carroll has grieved over losing this business way more than JCPenney has grieved over leaving Carroll. The business is gone – it is not coming back.

### ACTION STEPS

- Remove all old signage from the JCPenney® building. It has to go and is overdue. This could be a great way to develop partnerships. The city could help. Other volunteers could help. Make it a party.
- Utilize the newly adopted Design Guide to ensure only appropriate rehabilitation can happen.
- Explore the newly created incentives. Many of these incentives can match additional state and federal programs. This large white elephant needs additional funding streams.
- Above all others though is to TAKE ACTION. It might be in the form of encouraging pop-up entrepreneurs or something as simple as creating marketing sheets/prospectus for the space.

#### Adams Street side of the former JCPenney® building.

(The creation of two storefronts)



#### The 5<sup>th</sup> Street side of the former JCPenney® building.

(The creation of three storefronts and a mural)



Demonstrate new or additional opportunities for this property. Everything will depend on who wants to purchase it and what they are going to occupy it with. Carroll needs to use this property as a great way to enhance and expand your downtown district. Most towns don't have an opportunity like this. Make sure you get everything you want and need out of this development opportunity.

## PRIORITIES

The Assessment team encourages Carroll to prioritize projects listed in this report and other opportunities we feel are of importance.

| Theme # | Immediate Priorities: (0-6 months)                                                                                                                                                          |
|---------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1       | Research ShopIowa.com and set goal of signing 5-10 Carroll businesses up.                                                                                                                   |
| 1       | Take all obsolete store signs down (in downtown).                                                                                                                                           |
| 1       | Develop attractive business opportunity signs for windows in vacant buildings.                                                                                                              |
| 1       | Get business together to brainstorm ideas to develop uniform business hours.                                                                                                                |
| 1       | Add colorful business open signs/sandwich boards.                                                                                                                                           |
| 1       | Develop a downtown business wish list based on market data, business voids and focus groups.                                                                                                |
| 1       | Work with building owners on incentives such as temporary rent rebates to fill downtown space.                                                                                              |
| 2       | Add color to downtown. Develop Ideas.                                                                                                                                                       |
| 2       | Improve downtown pedestrian safety and walkability.                                                                                                                                         |
| 2       | Change out window displays seasonally; add window displays to vacant/underutilized windows.                                                                                                 |
| 3       | Identify local non-profit and community partners. Meet to discuss missions and commonalities.                                                                                               |
| 3       | Review local ordinances and discuss possible updates.                                                                                                                                       |
| 3       | Develop ordinance that restricts storefront housing.                                                                                                                                        |
| 3       | Identify/ inventory regional, state and federal resources. Identify staff person to keep up to date.                                                                                        |
| 4       | Adopt Iowa Economic Development Authority's Downtown Design Guide. Tie to local incentives                                                                                                  |
| 4       | Apply for Catalyst Grant                                                                                                                                                                    |
| 5       | Remove signage from the JC Penny® building.                                                                                                                                                 |
| 5       | Develop a prospectus to market JCPenney® building.                                                                                                                                          |
| Theme # | One Year Priorities (0-12 months)                                                                                                                                                           |
| 1       | Develop/implement a branding campaign with several ideas to communicate downtown's business strengths, parking opportunities, what makes downtown special: Target market: Carroll residents |
| 1       | Develop a downtown building inventory.                                                                                                                                                      |
| 1 & 2   | Improve business signs and host a workshop.                                                                                                                                                 |
| 1 & 2   | Create an online digital directory of businesses.                                                                                                                                           |
| 2       | Add public art.                                                                                                                                                                             |
| 2       | Add outdoor dining.                                                                                                                                                                         |
| 2       | Add music to downtown.                                                                                                                                                                      |
| 2       | Downtown parking and restroom signs                                                                                                                                                         |
| 2       | Convert ornamental streetlights to LED.                                                                                                                                                     |
| 2       | Enhance downtown events.                                                                                                                                                                    |
| 1 & 2   | Add activities and events to downtown. Goal: Two new store familiarity-based events.                                                                                                        |
| 2       | Activate vacant lots on W. 5 <sup>th</sup> Street.                                                                                                                                          |
| 2       | Enhance the existing history walk with digital enhancements and resources.                                                                                                                  |
| 3       | Establish a workplan that identifies who the stakeholders are and who does what.                                                                                                            |
| 3       | Update ordinances, i.e., sign ordinance and establish others lacking to meet downtown's needs                                                                                               |
| 4       | Establish package of local incentives especially for building rehabilitation.                                                                                                               |
| 4       | Get familiar with Center for Rural Revitalization and match Carroll's needs with grant programs.                                                                                            |
| 4       | Work on rent ready sites. Clean spaces. Add window graphics. Lead generation                                                                                                                |
| 4       | Brown Shoe Fit building: Go to work! Take that metal down.                                                                                                                                  |
| 5       | JCPenney® Building: Go to work! Marketing and design improvements.                                                                                                                          |



| Theme# | Longer term Projects: (0-24 months)                                           |
|--------|-------------------------------------------------------------------------------|
| 1      | Create Downtown holiday catalog.                                              |
| 1      | Implement five new business-to-business cross promotion ideas.                |
| 1      | Develop parking/lot signage program.                                          |
| 3      | Establish a business-to-business mentorship program.                          |
| 3      | Address city wide housing needs.                                              |
| 4      | Host downtown property tours to market space.                                 |
| 4      | The Buckle Building: Go to work! Activate all floors.                         |
| 4      | Thomas Plaza: Go to work! Needs building improvements.                        |
| Theme# | Down the Road....but plan now: (24 months +)                                  |
| 1      | Reassess downtown Carroll marketing and branding efforts. Success? What next? |
| 1      | Add a downtown business kiosk. Keep it updated.                               |
| 4      | Westgate Mall: Raise the roof. Incorporate good design.                       |

## CLOSING

It was a pleasure for our team to work in Carroll. The community has enthusiastic volunteers and leaders that will make a difference. We hope this visit and report can assist in building a solid plan for downtown projects and improvements. We encourage leaders, organizations and volunteers to work collaboratively. Focus on projects that you get excited about. We are here for continued support. Good luck!

## CONTACTS

|                                                                   |                                                                                                                             |
|-------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------|
| Iowa Downtown Resource Center, IEDA, Des Moines, Iowa.....        | 515.348.6180                                                                                                                |
| .....                                                             | <a href="https://www.iowaeconomicdevelopment.com/Community/idrc">https://www.iowaeconomicdevelopment.com/Community/idrc</a> |
| Keep Iowa Beautiful .....                                         | 515.323.6507                                                                                                                |
| .....                                                             | <a href="https://www.KeepIowaBeautiful.com">https://www.KeepIowaBeautiful.com</a>                                           |
| ISU Iowa Community Indicators Program Retail Analysis .....       | <a href="http://www.icip.iastate.edu/retail">http://www.icip.iastate.edu/retail</a>                                         |
| Certified Local Governments, State Historic Society of Iowa ..... | 515.281.6826                                                                                                                |
| CDBG Downtown Revitalization Program.....                         | 515.348.6208                                                                                                                |
| .....                                                             | <a href="https://www.iowaeconomicdevelopment.com/DowntownFund">https://www.iowaeconomicdevelopment.com/DowntownFund</a>     |

### National and State Preservation Services and Programs:

|                                                                   |                                                                                                                     |
|-------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|
| National Trust for Historic Preservation .....                    | <a href="http://www.preservationnation.org">www.preservationnation.org</a>                                          |
| Main Street America (Main Street America Network Membership)..... | <a href="https://www.mainstreet.org">https://www.mainstreet.org</a>                                                 |
| National Park Service Preservation Briefs .....                   | <a href="https://www.nps.gov/tps/how-to-preserve/briefs.htm">https://www.nps.gov/tps/how-to-preserve/briefs.htm</a> |
| State Historic Preservation Office.....                           | <a href="http://www.iowahistory.org">www.iowahistory.org</a>                                                        |

## RESOURCES

Electronic files are available for download here. (for 12 months)

- Carroll ESRI Data & Market Snapshot
- Carroll Downtown Assessment Survey Results
- Carroll Design Renderings
- Creative Placemaking Manual
- Design Guidelines
- Event Evaluation
- Retail Events
- Preservation Brief: Rehabilitating Historic Storefronts
- Restoring Historic Commercial Buildings
- Problem Properties
- Sample Building Inventory Form
- Signs & Awnings for Downtowns
- Upper Story Housing Benefits
- Characteristics of a Successful Downtown

# City of Carroll

627 N. Adams Street

Carroll, Iowa 51401

(712) 792-1000

FAX: (712) 792-0139

**MEMO TO:** Aaron Kooiker, City Manager

**FROM:** Dan Hannasch, Fire Chief

**DATE:** November 5, 2025

**SUBJECT:** Water Tanker Fire Truck

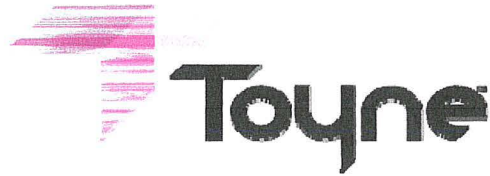
- Change Order No. 2

On August 12, 2024, Council approved to purchase a Water Tanker Fire Truck from Tonye at their proposed price of \$393,830.00. Knowing that it would take 775 days to receive this truck, there could be some changes to the truck price including major components (engines, transmissions, axles, front and rear tires), government mandated requirements, tariffs, and raw material surcharges. The original approval to purchase the Water Tanker Fire Truck included the understanding that these changes may increase the purchase price. Change Order No. 2 is attached detailing the components increasing the cost of the chassis by \$9,210.00. (Note: Change Order No. 1 was built into the original purchase price.) The effect Change Order No. 2 has on the purchase price is as follows:

|                                                 |                     |
|-------------------------------------------------|---------------------|
| Original Purchase Price (w/ Change Order No. 1) | \$393,830.00        |
| Proposed Change Order No. 2                     | <u>\$ 9,210.00</u>  |
| Purchase Price with Change Orders               | <u>\$403,040.00</u> |

**RECOMMENDATION:** Mayor and City Council consideration of approval of Change Order No. 2 to the Water Tanker Fire Truck Contract in the amount of \$9,210.00.

attachments (1)



## CONTRACT CHANGE ORDER FORM #2

Department: Carroll Fire Dept. Freightliner Chassis  
 TID: 14335  
 Dealer: Derner  
 Date: 10/31/25  
 Billed Separately? no

This change order is a legal document that changes the content of the contractual agreement between Toyne, Inc. and the purchaser. It does not become effective until it is signed by all parties listed below. Each change must be numbered sequentially and must include the Quotewriter option number and price. If the item to be changed is not listed in the QW master file, the special pricing worksheet must be attached to this form.

| Item # | Ind* | QW Number | Description of Change                         | Charge Amount |
|--------|------|-----------|-----------------------------------------------|---------------|
| 1      | A    | chassis   | Add (2) tone paint increase from original bid | \$2,865.00    |
| 2      | A    | chassis   | Add Michelin tire surcharge                   | \$2,345.00    |
| 3      | A    | chassis   | Add 2025 Tariff impact fee                    | \$1,500.00    |
| 4      | A    | chassis   | Add 2026 model year increase                  | \$2,500.00    |
| 5      |      |           |                                               | \$0.00        |
| 6      |      |           |                                               | \$0.00        |

\* IND - (CL) Clarification, ( C ) Change, (A) Addition, (D) Delete

| Charge Amount |
|---------------|
| \$9,210.00    |

|                                                         |              |
|---------------------------------------------------------|--------------|
| Amount added to Final Invoice for Change Order #2       | \$9,210.00   |
| Total Added to Final Invoice for Previous Change Orders | #REF!        |
| <b>Total to be Added to Final Invoice</b>               | <b>#REF!</b> |

|                                                          |               |
|----------------------------------------------------------|---------------|
| Amount to be Billed Separate on Change order #2          | \$0.00        |
| Amount to be Billed Separate from Previous Change Orders | \$0.00        |
| <b>Total to be Billed Separate</b>                       | <b>\$0.00</b> |

Customer Representative:

\_\_\_\_\_  
Dan Hannasch

Dealer Representative:

Toyne Inc. Representative:

Date Accepted:

# City of Carroll

---

627 N. Adams Street

Carroll, Iowa 51401

(712) 792-1000

FAX: (712) 792-0139

**MEMO TO:** Aaron Kooiker, City Manager   
**FROM:** Chad Tiemeyer, Director of Parks and Recreation   
**DATE:** November 6, 2025  
**SUBJECT:** Bid Opening Report - Bandshell Shell Structure Repair

On October 30, 2025, one bid was received to repair the shell structure of the Bandshell from Ragaller Drywall for \$38,750.00.

This work will consist of power washing existing bandshell on the interior and exterior to remove any loose paint and stucco, repair all cracks and holes, skim the wall with polymer modified basecoat and fiberglass reinforcing mesh to smooth and help resist future cracking, and finish with integrally colored sand finish.

Funding for this project has been received from private grants and donations. The repair work is projected to begin Spring of 2026.

**RECOMMENDATION:** Mayor and City Council consideration and discussion for accepting the bid for the shell structure repair for the Bandshell from Ragaller Drywall in the amount of \$38,750.00.

# City of Carroll

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627 N. Adams Street

Carroll, Iowa 51401

(712) 792-1000

FAX: (712) 792-0139

**MEMO TO:** Aaron Kooiker, City Manager   
**FROM:** Laura A. Schaefer, Finance Director/City Clerk   
**DATE:** November 5, 2025  
**SUBJECT:** State Annual Financial Report for Fiscal Year 2024 - 2025

Attached is a copy of the State Annual Financial Report for Fiscal Year ending June 30, 2025. This report is required by Chapter 384.22 of the Code of Iowa and is to be filed with the Office of the Auditor of State by December 1, 2025. Also, the first page of the report is required to be published and a proof of publication must be submitted with the report. The report summarizes all the revenues and expenses as well as the outstanding debt for the fiscal year ending June 30, 2025.

If you have any questions about the report, please stop by City Hall or call me.

**RECOMMENDATION:** Council acceptance and authorization for publication of the State Annual Financial Report for the Fiscal Year ending June 30, 2025.

|                                                                                                                                                                                    |                    |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| <b>STATE OF IOWA</b><br><b>2025</b><br><b>FINANCIAL REPORT</b><br><b>FISCAL YEAR ENDED</b><br><b>JUNE 30, 2025</b><br><b>CITY OF CARROLL, IOWA</b><br><b>DUE: December 1, 2025</b> | 16201400300000     |
|                                                                                                                                                                                    | CITY OF CARROLL    |
|                                                                                                                                                                                    | 627 N ADAMS STREET |
|                                                                                                                                                                                    | CARROLL IA 51401   |
|                                                                                                                                                                                    | POPULATION: 10321  |

**NOTE** - The information supplied in this report will be shared by the Iowa State Auditor's Office, the U.S. Census Bureau, various public interest groups, and State and federal agencies.

| <b>ALL FUNDS</b>                                                                                |                             |                            |                             |                       |
|-------------------------------------------------------------------------------------------------|-----------------------------|----------------------------|-----------------------------|-----------------------|
|                                                                                                 | <b>Governmental<br/>(a)</b> | <b>Proprietary<br/>(b)</b> | <b>Total Actual<br/>(c)</b> | <b>Budget<br/>(d)</b> |
| <b>Revenues and Other Financing Sources</b>                                                     |                             |                            |                             |                       |
| Taxes Levied on Property                                                                        | 6,383,236                   |                            | 6,383,236                   | 6,282,490             |
| Less: Uncollected Property Taxes-Levy Year                                                      | 0                           |                            | 0                           | 0                     |
| <b>Net Current Property Taxes</b>                                                               | 6,383,236                   |                            | 6,383,236                   | 6,282,490             |
| Delinquent Property Taxes                                                                       | 0                           |                            | 0                           | 0                     |
| TIF Revenues                                                                                    | 1,180,213                   |                            | 1,180,213                   | 1,183,723             |
| Other City Taxes                                                                                | 2,615,084                   | 0                          | 2,615,084                   | 2,654,497             |
| Licenses and Permits                                                                            | 114,620                     | 0                          | 114,620                     | 98,450                |
| Use of Money and Property                                                                       | 709,032                     | 525,543                    | 1,234,575                   | 441,735               |
| Intergovernmental                                                                               | 2,822,598                   | 0                          | 2,822,598                   | 2,463,288             |
| Charges for Fees and Service                                                                    | 1,983,968                   | 4,052,844                  | 6,036,812                   | 5,884,960             |
| Special Assessments                                                                             | 22,168                      | 0                          | 22,168                      | 0                     |
| Miscellaneous                                                                                   | 585,699                     | 84,202                     | 669,901                     | 724,150               |
| Other Financing Sources                                                                         | 1,821,388                   | 0                          | 1,821,388                   | 6,245,000             |
| Transfers In                                                                                    | 2,612,732                   | 4,575,602                  | 7,188,334                   | 8,661,477             |
| <b>Total Revenues and Other Sources</b>                                                         | 20,850,738                  | 9,238,191                  | 30,088,929                  | 34,639,770            |
| <b>Expenditures and Other Financing Uses</b>                                                    |                             |                            |                             |                       |
| Public Safety                                                                                   | 2,815,812                   |                            | 2,815,812                   | 2,960,005             |
| Public Works                                                                                    | 2,852,230                   |                            | 2,852,230                   | 3,541,914             |
| Health and Social Services                                                                      | 79,677                      |                            | 79,677                      | 87,240                |
| Culture and Recreation                                                                          | 3,270,994                   |                            | 3,270,994                   | 4,098,024             |
| Community and Economic Development                                                              | 667,560                     |                            | 667,560                     | 1,094,359             |
| General Government                                                                              | 1,479,507                   |                            | 1,479,507                   | 1,560,956             |
| Debt Service                                                                                    | 1,504,054                   |                            | 1,504,054                   | 1,504,655             |
| Capital Projects                                                                                | 7,149,357                   |                            | 7,149,357                   | 9,638,753             |
| <b>Total Governmental Activities Expenditures</b>                                               | 19,819,191                  | 0                          | 19,819,191                  | 24,485,906            |
| BUSINESS TYPE ACTIVITIES                                                                        |                             | 4,412,973                  | 4,412,973                   | 8,644,842             |
| <b>Total All Expenditures</b>                                                                   | 19,819,191                  | 4,412,973                  | 24,232,164                  | 33,130,748            |
| Other Financing Uses                                                                            | 0                           | 0                          | 0                           |                       |
| Transfers Out                                                                                   | 4,401,399                   | 2,786,935                  | 7,188,334                   | 8,661,477             |
| <b>Total All Expenditures/and Other Financing Uses</b>                                          | 24,220,590                  | 7,199,908                  | 31,420,498                  | 41,792,225            |
| <b>Excess Revenues and Other Sources Over (Under)<br/>Expenditures/and Other Financing Uses</b> | -3,369,852                  | 2,038,283                  | -1,331,569                  | -7,152,455            |
| Beginning Fund Balance July 1, 2024                                                             | 19,087,299                  | 10,949,456                 | 30,036,755                  | 30,036,755            |
| Ending Fund Balance June 30, 2025                                                               | 15,717,447                  | 12,987,739                 | 28,705,186                  | 22,884,300            |

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

|                                                  |                     |
|--------------------------------------------------|---------------------|
| Non-budgeted Internal Service Funds<br>1,154,877 | Pension Trust Funds |
| Private Purpose Trust Funds                      | Agency Funds        |

| <b>Indebtedness at June 30, 2025</b> | <b>Amount</b> | <b>Indebtedness at June 30, 2025</b> | <b>Amount</b> |
|--------------------------------------|---------------|--------------------------------------|---------------|
| General Obligation Debt              | 9,005,000     | Other Long-Term Debt                 | 0             |
| Revenue Debt                         | 0             | Short-Term Debt                      | 0             |
| TIF Revenue Debt                     | 0             |                                      |               |
|                                      |               | General Obligation Debt Limit        | 52,869,400    |

#### **CERTIFICATION**

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

|                                                                            |                              |
|----------------------------------------------------------------------------|------------------------------|
|                                                                            | <b>Publication</b>           |
| Signature of Preparer                                                      |                              |
| Printed name of Preparer<br>Laura A. Schaefer, City Clerk/Finance Director | Phone Number<br>712-792-1000 |
|                                                                            | Date Signed<br>11/10/2025    |
| Signature of Mayor or Mayor Pro Tem (Name and Title)                       |                              |

**PLEASE PUBLISH THIS PAGE ONLY**



**CITY OF CARROLL**  
**REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30, 2025**

NON-GAAP/CASH BASIS

| Item Description                                    |    | General<br>(a) | Special Revenue<br>(b) | TIF Special Revenue<br>(c) | Debt Service<br>(d) | Capital Projects<br>(e) | Permanent<br>(f) | Total Governmental<br>(Sum of (a) through (f))<br>(g) | Proprietary<br>(h) | Grand Total<br>(Sum of (g) and (h))<br>(i) |    |
|-----------------------------------------------------|----|----------------|------------------------|----------------------------|---------------------|-------------------------|------------------|-------------------------------------------------------|--------------------|--------------------------------------------|----|
| <b>Section A - Taxes</b>                            | 1  |                |                        |                            |                     |                         |                  |                                                       |                    |                                            | 1  |
| <b>Taxes levied on property</b>                     | 2  | 4,488,593      | 1,099,930              |                            | 794,713             |                         |                  | 6,383,236                                             |                    | 6,383,236                                  | 2  |
| Less: Uncollected Property Taxes - Levy Year        | 3  |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 3  |
| Net Current Property Taxes                          | 4  | 4,488,593      | 1,099,930              |                            | 794,713             | 0                       | 0                | 6,383,236                                             |                    | 6,383,236                                  | 4  |
| Delinquent Property Taxes                           | 5  |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 5  |
| <b>Total Property Tax</b>                           | 6  | 4,488,593      | 1,099,930              |                            | 794,713             | 0                       | 0                | 6,383,236                                             |                    | 6,383,236                                  | 6  |
| <b>TIF Revenues</b>                                 | 7  |                |                        | 1,180,213                  |                     |                         |                  | 1,180,213                                             |                    | 1,180,213                                  | 7  |
| <b>Other City Taxes</b>                             |    |                |                        |                            |                     |                         |                  |                                                       |                    |                                            |    |
| Utility Tax Replacement Excise Taxes                | 8  |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 8  |
| Utility Franchise Tax (Chapter 364.2, Code of Iowa) | 9  | 203,940        |                        |                            |                     |                         |                  | 203,940                                               |                    | 203,940                                    | 9  |
| Parimutuel Wager Tax                                | 10 |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 10 |
| Gaming Wager Tax                                    | 11 |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 11 |
| Mobile Home Tax                                     | 12 |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 12 |
| Hotel / Motel Tax                                   | 13 | 266,663        |                        |                            |                     |                         |                  | 266,663                                               |                    | 266,663                                    | 13 |
| Other Local Option Taxes                            | 14 |                | 2,144,481              |                            |                     |                         |                  | 2,144,481                                             |                    | 2,144,481                                  | 14 |
| <b>Total Other City Taxes</b>                       | 15 | 470,603        | 2,144,481              |                            | 0                   | 0                       | 0                | 2,615,084                                             | 0                  | 2,615,084                                  | 15 |
| <b>Section B - Licenses and Permits</b>             | 16 | 114,620        |                        |                            |                     |                         |                  | 114,620                                               |                    | 114,620                                    | 16 |
| <b>Section C - Use of Money and Property</b>        | 17 |                |                        |                            |                     |                         |                  |                                                       |                    |                                            | 17 |
| Interest                                            | 18 | 350,471        | 139,781                | 13,141                     |                     | 129,644                 | 29,619           | 662,656                                               | 463,143            | 1,125,799                                  | 18 |
| Rents and Royalties                                 | 19 | 46,376         |                        |                            |                     |                         |                  | 46,376                                                | 62,400             | 108,776                                    | 19 |
| Other Miscellaneous Use of Money and Property       | 20 |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 20 |
|                                                     | 21 |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 21 |
| <b>Total Use of Money and Property</b>              | 22 | 396,847        | 139,781                | 13,141                     | 0                   | 129,644                 | 29,619           | 709,032                                               | 525,543            | 1,234,575                                  | 22 |
| <b>Section D - Intergovernmental</b>                | 24 |                |                        |                            |                     |                         |                  |                                                       |                    |                                            | 24 |
| <b>Federal Grants and Reimbursements</b>            | 26 |                |                        |                            |                     |                         |                  |                                                       |                    |                                            | 26 |
| Federal Grants                                      | 27 | 2,765          |                        |                            |                     | 831,370                 |                  | 834,135                                               |                    | 834,135                                    | 27 |
| Community Development Block Grants                  | 28 |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 28 |
| Housing and Urban Development                       | 29 |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 29 |
| Public Assistance Grants                            | 30 |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 30 |
| Payment in Lieu of Taxes                            | 31 |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 31 |
|                                                     | 32 |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 32 |
| <b>Total Federal Grants and Reimbursements</b>      | 33 | 2,765          | 0                      |                            | 0                   | 831,370                 | 0                | 834,135                                               | 0                  | 834,135                                    | 33 |

**CITY OF CARROLL**  
**REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30, 2025**

NON-GAAP/CASH BASIS

| Item Description                                             |    | General<br>(a) | Special Revenue<br>(b) | TIF Special Revenue<br>(c) | Debt Service<br>(d) | Capital Projects<br>(e) | Permanent<br>(f) | Total Governmental<br>(Sum of (a) through (f))<br>(g) | Proprietary<br>(h) | Grand Total<br>(Sum of (g) and (h))<br>(i) |    |
|--------------------------------------------------------------|----|----------------|------------------------|----------------------------|---------------------|-------------------------|------------------|-------------------------------------------------------|--------------------|--------------------------------------------|----|
| <b>Section D - Intergovernmental - Continued</b>             | 41 |                |                        |                            |                     |                         |                  |                                                       |                    |                                            | 41 |
| <b>State Shared Revenues</b>                                 | 43 |                |                        |                            |                     |                         |                  |                                                       |                    |                                            | 43 |
| Road Use Taxes                                               | 44 |                | 1,465,781              |                            |                     |                         |                  | 1,465,781                                             |                    | 1,465,781                                  | 44 |
| <b>Other state grants and reimbursements</b>                 | 48 |                |                        |                            |                     |                         |                  |                                                       |                    |                                            | 48 |
| State grants                                                 | 49 | 4,930          | 4,600                  |                            |                     |                         |                  | 9,530                                                 |                    | 9,530                                      | 49 |
| Iowa Department of Transportation                            | 50 |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 50 |
| Iowa Department of Natural Resources                         | 51 |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 51 |
| Iowa Economic Development Authority                          | 52 |                | 100,000                |                            |                     |                         |                  | 100,000                                               |                    | 100,000                                    | 52 |
| CEBA grants                                                  | 53 |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 53 |
| C&I Replacement and Tier I Business Tax Replacement          | 54 | 232,160        | 56,913                 | 1,245                      | 38,464              |                         |                  | 328,782                                               |                    | 328,782                                    | 54 |
|                                                              | 55 |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 55 |
|                                                              | 56 |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 56 |
|                                                              | 57 |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 57 |
|                                                              | 58 |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 58 |
|                                                              | 59 |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 59 |
| <b>Total State</b>                                           | 60 | 237,090        | 1,627,294              | 1,245                      | 38,464              | 0                       | 0                | 1,904,093                                             | 0                  | 1,904,093                                  | 60 |
| <b>Local Grants and Reimbursements</b>                       |    |                |                        |                            |                     |                         |                  |                                                       |                    |                                            |    |
| County Contributions                                         | 63 | 47,358         |                        |                            |                     |                         |                  | 47,358                                                |                    | 47,358                                     | 63 |
| Library Service                                              | 64 |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 64 |
| Township Contributions                                       | 65 | 37,012         |                        |                            |                     |                         |                  | 37,012                                                |                    | 37,012                                     | 65 |
| Fire/EMT Service                                             | 66 |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 66 |
|                                                              | 67 |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 67 |
|                                                              | 68 |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 68 |
|                                                              | 69 |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 69 |
| <b>Total Local Grants and Reimbursements</b>                 | 70 | 84,370         | 0                      | 0                          | 0                   | 0                       | 0                | 84,370                                                | 0                  | 84,370                                     | 70 |
| <b>Total Intergovernmental (Sum of lines 33, 60, and 70)</b> | 71 | 324,225        | 1,627,294              | 1,245                      | 38,464              | 831,370                 | 0                | 2,822,598                                             | 0                  | 2,822,598                                  | 71 |
| <b>Section E -Charges for Fees and Service</b>               | 72 |                |                        |                            |                     |                         |                  |                                                       |                    |                                            | 72 |
| Water                                                        | 73 |                |                        |                            |                     |                         |                  | 0                                                     | 1,567,530          | 1,567,530                                  | 73 |
| Sewer                                                        | 74 |                |                        |                            |                     |                         |                  | 0                                                     | 2,214,564          | 2,214,564                                  | 74 |
| Electric                                                     | 75 |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 75 |
| Gas                                                          | 76 |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 76 |
| Parking                                                      | 77 |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 77 |
| Airport                                                      | 78 |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 78 |
| Landfill/garbage                                             | 79 | 632,238        |                        |                            |                     |                         |                  | 632,238                                               |                    | 632,238                                    | 79 |
| Hospital                                                     | 80 |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 80 |

**CITY OF CARROLL**  
**REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30, 2025**

NON-GAAP/CASH BASIS

| Item Description                                            |     | General<br>(a) | Special Revenue<br>(b) | TIF Special Revenue<br>(c) | Debt Service<br>(d) | Capital Projects<br>(e) | Permanent<br>(f) | Total Governmental<br>(Sum of (a) through (f))<br>(g) | Proprietary<br>(h) | Grand Total<br>(Sum of (g) and (h))<br>(i) |     |
|-------------------------------------------------------------|-----|----------------|------------------------|----------------------------|---------------------|-------------------------|------------------|-------------------------------------------------------|--------------------|--------------------------------------------|-----|
| <b>Section E - Charges for Fees and Service - Continued</b> | 81  |                |                        |                            |                     |                         |                  |                                                       |                    |                                            | 81  |
| Transit                                                     | 82  | 16,065         |                        |                            |                     |                         |                  | 16,065                                                |                    | 16,065                                     | 82  |
| Cable TV                                                    | 83  |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 83  |
| Internet                                                    | 84  |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 84  |
| Telephone                                                   | 85  |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 85  |
| Housing Authority                                           | 86  |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 86  |
| Storm Water                                                 | 87  |                |                        |                            |                     |                         |                  | 0                                                     | 270,750            | 270,750                                    | 87  |
| Other:                                                      | 88  |                |                        |                            |                     |                         |                  |                                                       |                    |                                            | 88  |
| Nursing Home                                                | 89  |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 89  |
| Police Service Fees                                         | 90  |                | 6,000                  |                            |                     |                         |                  | 6,000                                                 |                    | 6,000                                      | 90  |
| Prisoner Care                                               | 91  |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 91  |
| Fire Service Charges                                        | 92  |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 92  |
| Ambulance Charges                                           | 93  |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 93  |
| Sidewalk Street Repair Charges                              | 94  |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 94  |
| Housing and Urban Renewal Charges                           | 95  |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 95  |
| River Port and Terminal Fees                                | 96  |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 96  |
| Public Scales                                               | 97  |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 97  |
| Cemetery Charges                                            | 98  | 33,210         |                        |                            |                     |                         |                  | 33,210                                                |                    | 33,210                                     | 98  |
| Library Charges                                             | 99  |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 99  |
| Park, Recreation, and Cultural Charges                      | 100 | 1,263,536      |                        |                            |                     |                         |                  | 1,263,536                                             |                    | 1,263,536                                  | 100 |
| Animal Control Charges                                      | 101 |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 101 |
| Street Restoration fees                                     | 102 | 22,336         |                        |                            |                     |                         |                  | 22,336                                                |                    | 22,336                                     | 102 |
| Adams Street Project Add'l Services                         | 103 |                |                        |                            |                     | 10,583                  |                  | 10,583                                                |                    | 10,583                                     | 103 |
| <b>Total Charges for Service</b>                            | 104 | 1,967,385      | 6,000                  | 0                          | 0                   | 10,583                  | 0                | 1,983,968                                             | 4,052,844          | 6,036,812                                  | 104 |
| <b>Section F - Special Assesments</b>                       | 106 |                |                        |                            |                     | 22,168                  |                  | 22,168                                                |                    | 22,168                                     | 106 |
| <b>Section G - Miscellaneous</b>                            | 107 |                |                        |                            |                     |                         |                  |                                                       |                    |                                            | 107 |
| Contributions                                               | 108 | 34,828         | 15,164                 |                            |                     | 320,300                 |                  | 370,292                                               | 9,151              | 379,443                                    | 108 |
| Deposits and Sales/Fuel Tax Refunds                         | 109 | 1,407          |                        |                            |                     |                         |                  | 1,407                                                 | 665                | 2,072                                      | 109 |
| Sale of Property and Merchandise                            | 110 | 145,371        |                        |                            |                     |                         | 14,975           | 160,346                                               | 23,379             | 183,725                                    | 110 |
| Fines                                                       | 111 | 53,654         |                        |                            |                     |                         |                  | 53,654                                                | 51,007             | 104,661                                    | 111 |
| Internal Service Charges                                    | 112 |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 112 |
|                                                             | 113 |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 113 |
|                                                             | 114 |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 114 |
|                                                             | 115 |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 115 |
|                                                             | 116 |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 116 |
|                                                             | 117 |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 117 |
|                                                             | 118 |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 118 |
|                                                             | 119 |                |                        |                            |                     |                         |                  | 0                                                     |                    | 0                                          | 119 |
| <b>Total Miscellaneous</b>                                  | 120 | 235,260        | 15,164                 | 0                          | 0                   | 320,300                 | 14,975           | 585,699                                               | 84,202             | 669,901                                    | 120 |

**CITY OF CARROLL**  
**REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30, 2025**

NON-GAAP/CASH BASIS

| Item Description                                                               |     | General<br>(a) | Special<br>Revenue<br>(b) | TIF Special<br>Revenue<br>(c) | Debt<br>Service<br>(d) | Capital<br>Projects<br>(e) | Permanent<br>(f) | Total Governmental<br>(Sum of (a) through<br>(f))<br>(g) | Proprietary<br>(h) | Grand Total<br>(Sum of (g) and<br>(h))<br>(i) |     |
|--------------------------------------------------------------------------------|-----|----------------|---------------------------|-------------------------------|------------------------|----------------------------|------------------|----------------------------------------------------------|--------------------|-----------------------------------------------|-----|
| <b>Total All Revenues (Sum of lines 6, 7, 15,16,22, 71, 104, 106, and 120)</b> | 121 | 7,997,533      | 5,032,650                 | 1,194,599                     | 833,177                | 1,314,065                  | 44,594           | 16,416,618                                               | 4,662,589          | 21,079,207                                    | 121 |
| <b>Section H - Other Financing Sources</b>                                     | 123 |                |                           |                               |                        |                            |                  |                                                          |                    |                                               | 123 |
| Proceeds of capital asset sales                                                | 124 |                | 55,000                    |                               |                        | 190,010                    |                  | 245,010                                                  |                    | 245,010                                       | 124 |
| Proceeds of long-term debt (Excluding TIF internal borrowing)                  | 125 |                |                           |                               |                        | 1,576,378                  |                  | 1,576,378                                                |                    | 1,576,378                                     | 125 |
| Proceeds of anticipatory warrants or other short-term debt                     | 126 |                |                           |                               |                        |                            |                  | 0                                                        |                    | 0                                             | 126 |
| Regular transfers in and interfund loans                                       | 127 | 1,232,273      | 113,505                   |                               | 629,313                | 503,742                    |                  | 2,478,833                                                | 3,437,352          | 5,916,185                                     | 127 |
| Internal TIF loans and transfers in                                            | 128 |                | 100,000                   |                               | 33,899                 |                            |                  | 133,899                                                  | 1,138,250          | 1,272,149                                     | 128 |
|                                                                                | 129 |                |                           |                               |                        |                            |                  | 0                                                        |                    | 0                                             | 129 |
|                                                                                | 130 |                |                           |                               |                        |                            |                  | 0                                                        |                    | 0                                             | 130 |
| <b>Total Other Financing Sources</b>                                           | 131 | 1,232,273      | 268,505                   | 0                             | 663,212                | 2,270,130                  | 0                | 4,434,120                                                | 4,575,602          | 9,009,722                                     | 131 |
| <b>Total Revenues Except for Beginning Balances (Sum of lines 121 and 131)</b> | 132 | 9,229,806      | 5,301,155                 | 1,194,599                     | 1,496,389              | 3,584,195                  | 44,594           | 20,850,738                                               | 9,238,191          | 30,088,929                                    | 132 |
| <b>Beginning Fund Balance July 1, 2024</b>                                     | 134 | 4,732,368      | 6,983,924                 | 279,316                       | 119,883                | 6,240,323                  | 731,485          | 19,087,299                                               | 10,949,456         | 30,036,755                                    | 134 |
| <b>Total Revenues and Other Financing Sources (Sum of lines 132 and 134)</b>   | 136 | 13,962,174     | 12,285,079                | 1,473,915                     | 1,616,272              | 9,824,518                  | 776,079          | 39,938,037                                               | 20,187,647         | 60,125,684                                    | 136 |

## EXPENDITURES P6

CITY OF CARROLL  
EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, 2025

NON-GAAP/CASH BASIS

| Item Description                              | Line | General<br>(a) | Special Revenue (b) | TIF Special<br>Revenue<br>(c) | Debt Service<br>(d) | Capital Projects<br>(e) | Permanent (f) | Total<br>Governmental<br>(Sum of cols.<br>(a) through (f))<br>(g) | Proprietary<br>(h) | Grand Total<br>(Sum of<br>col. (g)<br>(i) | Line |
|-----------------------------------------------|------|----------------|---------------------|-------------------------------|---------------------|-------------------------|---------------|-------------------------------------------------------------------|--------------------|-------------------------------------------|------|
| <b>Section A - Public Safety</b>              | 1    |                |                     |                               |                     |                         |               |                                                                   |                    |                                           | 1    |
| Police Department/Crime Prevention            | 2    | 2,174,591      | 47,383              |                               |                     |                         |               | 2,221,974                                                         |                    | 2,221,974                                 | 2    |
| Jail                                          | 3    |                |                     |                               |                     |                         |               | 0                                                                 |                    | 0                                         | 3    |
| Emergency Management                          | 4    |                |                     |                               |                     |                         |               | 0                                                                 |                    | 0                                         | 4    |
| Flood control                                 | 5    |                |                     |                               |                     |                         |               | 0                                                                 |                    | 0                                         | 5    |
| Fire Department                               | 6    | 202,623        |                     |                               |                     |                         |               | 202,623                                                           |                    | 202,623                                   | 6    |
| Ambulance                                     | 7    |                |                     |                               |                     |                         |               | 0                                                                 |                    | 0                                         | 7    |
| Building Inspections                          | 8    | 238,466        |                     |                               |                     |                         |               | 238,466                                                           |                    | 238,466                                   | 8    |
| Miscellaneous Protective Services             | 9    | 150,000        |                     |                               |                     |                         |               | 150,000                                                           |                    | 150,000                                   | 9    |
| Animal Control                                | 10   |                |                     |                               |                     |                         |               | 0                                                                 |                    | 0                                         | 10   |
| Other Public Safety                           | 11   | 2,749          |                     |                               |                     |                         |               | 2,749                                                             |                    | 2,749                                     | 11   |
|                                               | 12   |                |                     |                               |                     |                         |               | 0                                                                 |                    | 0                                         | 12   |
|                                               | 13   |                |                     |                               |                     |                         |               | 0                                                                 |                    | 0                                         | 13   |
| <b>Total Public Safety</b>                    | 14   | 2,768,429      | 47,383              |                               | 0                   | 0                       | 0             | 2,815,812                                                         |                    | 2,815,812                                 | 14   |
| <b>Section B - Public Works</b>               | 15   |                |                     |                               |                     |                         |               |                                                                   |                    |                                           | 15   |
| Roads, Bridges, Sidewalks                     | 16   | 23,880         | 1,046,392           |                               |                     |                         |               | 1,070,272                                                         |                    | 1,070,272                                 | 16   |
| Parking Meter and Off-Street                  | 17   |                |                     |                               |                     |                         |               | 0                                                                 |                    | 0                                         | 17   |
| Street Lighting                               | 18   | 174,957        |                     |                               |                     |                         |               | 174,957                                                           |                    | 174,957                                   | 18   |
| Traffic Control Safety                        | 19   |                |                     |                               |                     |                         |               | 0                                                                 |                    | 0                                         | 19   |
| Snow Removal                                  | 20   |                | 116,655             |                               |                     |                         |               | 116,655                                                           |                    | 116,655                                   | 20   |
| Highway Engineering                           | 21   |                |                     |                               |                     |                         |               | 0                                                                 |                    | 0                                         | 21   |
| Street Cleaning                               | 22   |                | 13,885              |                               |                     |                         |               | 13,885                                                            |                    | 13,885                                    | 22   |
| Airport (if not an enterprise)                | 23   | 336,031        |                     |                               |                     |                         |               | 336,031                                                           |                    | 336,031                                   | 23   |
| Garbage (if not an enterprise)                | 24   | 755,771        |                     |                               |                     |                         |               | 755,771                                                           |                    | 755,771                                   | 24   |
| Other Public Works                            | 25   | 253,298        | 131,361             |                               |                     |                         |               | 384,659                                                           |                    | 384,659                                   | 25   |
|                                               | 26   |                |                     |                               |                     |                         |               | 0                                                                 |                    | 0                                         | 26   |
|                                               | 27   |                |                     |                               |                     |                         |               | 0                                                                 |                    | 0                                         | 27   |
| <b>Total Public Works</b>                     | 28   | 1,543,937      | 1,308,293           |                               | 0                   | 0                       | 0             | 2,852,230                                                         |                    | 2,852,230                                 | 28   |
| <b>Section C - Health and Social Services</b> | 29   |                |                     |                               |                     |                         |               |                                                                   |                    |                                           | 29   |
| Welfare Assistance                            | 30   |                |                     |                               |                     |                         |               | 0                                                                 |                    | 0                                         | 30   |
| City Hospital                                 | 31   |                |                     |                               |                     |                         |               | 0                                                                 |                    | 0                                         | 31   |
| Payments to Private Hospitals                 | 32   |                |                     |                               |                     |                         |               | 0                                                                 |                    | 0                                         | 32   |
| Health Regulation and Inspections             | 33   |                |                     |                               |                     |                         |               | 0                                                                 |                    | 0                                         | 33   |
| Water, Air, and Mosquito Control              | 34   |                |                     |                               |                     |                         |               | 0                                                                 |                    | 0                                         | 34   |
| Community Mental Health                       | 35   |                |                     |                               |                     |                         |               | 0                                                                 |                    | 0                                         | 35   |
| Other Health and Social Services              | 36   | 79,677         |                     |                               |                     |                         |               | 79,677                                                            |                    | 79,677                                    | 36   |
|                                               | 37   |                |                     |                               |                     |                         |               | 0                                                                 |                    | 0                                         | 37   |
|                                               | 38   |                |                     |                               |                     |                         |               | 0                                                                 |                    | 0                                         | 38   |
| <b>Total Health and Social Services</b>       | 39   | 79,677         | 0                   |                               | 0                   | 0                       | 0             | 79,677                                                            |                    | 79,677                                    | 39   |
| <b>Section D - Culture and Recreation</b>     | 40   |                |                     |                               |                     |                         |               |                                                                   |                    |                                           | 40   |
| Library Services                              | 41   | 544,819        | 4,218               |                               |                     |                         |               | 549,037                                                           |                    | 549,037                                   | 41   |
| Museum, Band, Theater                         | 42   | 8,808          |                     |                               |                     |                         |               | 8,808                                                             |                    | 8,808                                     | 42   |
| Parks                                         | 43   | 617,793        | 73,227              |                               |                     |                         |               | 691,020                                                           |                    | 691,020                                   | 43   |
| Recreation                                    | 44   | 1,821,920      | 6,047               |                               |                     |                         |               | 1,827,967                                                         |                    | 1,827,967                                 | 44   |
| Cemetery                                      | 45   | 194,162        |                     |                               |                     |                         |               | 194,162                                                           |                    | 194,162                                   | 45   |
| Community Center, Zoo, Marina, and Auditorium | 46   |                |                     |                               |                     |                         |               | 0                                                                 |                    | 0                                         | 46   |
| Other Culture and Recreation                  | 47   |                |                     |                               |                     |                         |               | 0                                                                 |                    | 0                                         | 47   |
|                                               | 48   |                |                     |                               |                     |                         |               | 0                                                                 |                    | 0                                         | 48   |
|                                               | 49   |                |                     |                               |                     |                         |               | 0                                                                 |                    | 0                                         | 49   |
| <b>Total Culture and Recreation</b>           | 50   | 3,187,502      | 83,492              |                               | 0                   | 0                       | 0             | 3,270,994                                                         |                    | 3,270,994                                 | 50   |

## EXPENDITURES P7

**CITY OF CARROLL**  
**EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, 2025 -- Continued**

NON-GAAP/CASH BASIS

| Item description                                      | Line | General<br>(a) | Special<br>Revenue<br>(b) | TIF Special<br>Revenue<br>(c) | Debt Service<br>(d) | Capital Projects<br>(e) | Permanent<br>(f) | Total<br>Governmental<br>(Sum of cols.<br>(a) through (f))<br>(g) | Proprietary<br>(h) | Grand Total<br>(Sum of<br>col. (g))<br>(i) | Line |
|-------------------------------------------------------|------|----------------|---------------------------|-------------------------------|---------------------|-------------------------|------------------|-------------------------------------------------------------------|--------------------|--------------------------------------------|------|
| <b>Section E - Community and Economic Development</b> | 51   |                |                           |                               |                     |                         |                  |                                                                   |                    |                                            | 51   |
| Community beautification                              | 52   |                | 51,179                    |                               |                     |                         |                  | 51,179                                                            |                    | 51,179                                     | 52   |
| Economic development                                  | 53   | 82,400         | 200,000                   |                               |                     |                         |                  | 282,400                                                           |                    | 282,400                                    | 53   |
| Housing and urban renewal                             | 54   | 2,500          | 160,000                   |                               |                     |                         |                  | 162,500                                                           |                    | 162,500                                    | 54   |
| Planning and zoning                                   | 55   | 106            |                           |                               |                     |                         |                  | 106                                                               |                    | 106                                        | 55   |
| Other community and economic development              | 56   | 67,729         | 4,249                     |                               |                     |                         |                  | 71,978                                                            |                    | 71,978                                     | 56   |
| TIF Rebates                                           | 57   |                |                           | 99,397                        |                     |                         |                  | 99,397                                                            |                    | 99,397                                     | 57   |
|                                                       | 58   |                |                           |                               |                     |                         |                  | 0                                                                 |                    | 0                                          | 58   |
| <b>Total Community and Economic Development</b>       | 59   | 152,735        | 415,428                   | 99,397                        | 0                   | 0                       | 0                | 667,560                                                           |                    | 667,560                                    | 59   |
| <b>Section F - General Government</b>                 | 60   |                |                           |                               |                     |                         |                  |                                                                   |                    |                                            | 60   |
| Mayor, Council and City Manager                       | 61   | 29,190         |                           |                               |                     |                         |                  | 29,190                                                            |                    | 29,190                                     | 61   |
| Clerk, Treasurer, Financial Administration            | 62   | 599,904        |                           |                               |                     |                         |                  | 599,904                                                           |                    | 599,904                                    | 62   |
| Elections                                             | 63   |                |                           |                               |                     |                         |                  | 0                                                                 |                    | 0                                          | 63   |
| Legal Services and City Attorney                      | 64   | 39,522         |                           |                               |                     |                         |                  | 39,522                                                            |                    | 39,522                                     | 64   |
| City Hall and General Buildings                       | 65   | 110,472        |                           |                               |                     |                         |                  | 110,472                                                           |                    | 110,472                                    | 65   |
| Tort Liability                                        | 66   | 644,377        |                           |                               |                     |                         |                  | 644,377                                                           |                    | 644,377                                    | 66   |
| Other General Government                              | 67   | 56,042         |                           |                               |                     |                         |                  | 56,042                                                            |                    | 56,042                                     | 67   |
|                                                       | 68   |                |                           |                               |                     |                         |                  | 0                                                                 |                    | 0                                          | 68   |
|                                                       | 69   |                |                           |                               |                     |                         |                  | 0                                                                 |                    | 0                                          | 69   |
| <b>Total General Government</b>                       | 70   | 1,479,507      | 0                         |                               | 0                   | 0                       | 0                | 1,479,507                                                         |                    | 1,479,507                                  | 70   |
| <b>Section G - Debt Service</b>                       | 71   |                |                           |                               |                     |                         |                  | 0                                                                 |                    | 0                                          | 71   |
| Rec Debt/Streets/Fire Vehicle                         | 72   |                |                           |                               | 1,471,963           |                         |                  | 1,471,963                                                         |                    | 1,471,963                                  | 72   |
| TIF Debt                                              | 73   |                |                           |                               | 32,091              |                         |                  | 32,091                                                            |                    | 32,091                                     | 73   |
| <b>Total Debt Service</b>                             | 74   | 0              | 0                         | 0                             | 1,504,054           | 0                       | 0                | 1,504,054                                                         |                    | 1,504,054                                  | 74   |
| <b>Section H - Regular Capital Projects - Specify</b> | 75   |                |                           |                               |                     |                         |                  |                                                                   |                    |                                            | 75   |
| Fire/Airport/Parks/Building Projects                  | 76   |                |                           |                               |                     | 3,419,862               |                  | 3,419,862                                                         |                    | 3,419,862                                  | 76   |
| Street Improvements                                   | 77   |                |                           |                               |                     | 1,508,580               |                  | 1,508,580                                                         |                    | 1,508,580                                  | 77   |
| <b>Subtotal Regular Capital Projects</b>              | 78   | 0              | 0                         |                               | 0                   | 4,928,442               | 0                | 4,928,442                                                         |                    | 4,928,442                                  | 78   |
| <b>TIF Capital Projects - Specify</b>                 | 79   |                |                           |                               |                     |                         |                  |                                                                   |                    |                                            | 79   |
| Downtown Street Resurfacing                           | 80   |                |                           |                               |                     | 2,164,539               |                  | 2,164,539                                                         |                    | 2,164,539                                  | 80   |
| Other Utility Improvements                            | 81   |                |                           |                               |                     | 56,376                  |                  | 56,376                                                            |                    | 56,376                                     | 81   |
| <b>Subtotal TIF Capital Projects</b>                  | 82   | 0              | 0                         |                               | 0                   | 2,220,915               | 0                | 2,220,915                                                         |                    | 2,220,915                                  | 82   |
| <b>Total Capital Projects</b>                         | 83   | 0              | 0                         |                               | 0                   | 7,149,357               | 0                | 7,149,357                                                         |                    | 7,149,357                                  | 83   |
|                                                       |      |                |                           |                               |                     |                         |                  |                                                                   |                    |                                            |      |
| <b>Total Governmental Activities Expenditures</b>     | 84   | 9,211,787      | 1,854,596                 | 99,397                        | 1,504,054           | 7,149,357               | 0                | 19,819,191                                                        |                    | 19,819,191                                 | 84   |
| <b>(Sum of lines 14, 28, 39, 50, 59, 70, 74, 83)</b>  | 85   |                |                           |                               |                     |                         |                  |                                                                   |                    |                                            | 85   |

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

## EXPENDITURES P8

**CITY OF CARROLL**  
**EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, 2025 -- Continued**

NON-GAAP/CASH BASIS

| Item description                                  | Line | General<br>(a) | Special<br>Revenue<br>(b) | TIF Special<br>Revenue<br>(c) | Debt Service<br>(d) | Capital<br>Projects<br>(e) | Permanent<br>(f) | Total<br>Governmental<br>(Sum of cols.<br>(a) through (f))<br>(g) | Proprietary (h) | Grand Total<br>(Sum of<br>col. (g))<br>(i) | Line |
|---------------------------------------------------|------|----------------|---------------------------|-------------------------------|---------------------|----------------------------|------------------|-------------------------------------------------------------------|-----------------|--------------------------------------------|------|
| <b>Section I - Business Type Activities</b>       | 87   |                |                           |                               |                     |                            |                  |                                                                   |                 |                                            | 87   |
| Water - Current Operation                         | 88   |                |                           |                               |                     |                            |                  |                                                                   | 1,080,237       | 1,080,237                                  | 88   |
| Capital Outlay                                    | 89   |                |                           |                               |                     |                            |                  |                                                                   | 1,187,992       | 1,187,992                                  | 89   |
| Debt Service                                      | 90   |                |                           |                               |                     |                            |                  |                                                                   |                 | 0                                          | 90   |
| Sewer and Sewage Disposal - Current Operation     | 91   |                |                           |                               |                     |                            |                  |                                                                   | 1,039,454       | 1,039,454                                  | 91   |
| Capital Outlay                                    | 92   |                |                           |                               |                     |                            |                  |                                                                   | 290,446         | 290,446                                    | 92   |
| Debt Service                                      | 93   |                |                           |                               |                     |                            |                  |                                                                   | 735,420         | 735,420                                    | 93   |
| Electric - Current Operation                      | 94   |                |                           |                               |                     |                            |                  |                                                                   |                 | 0                                          | 94   |
| Capital Outlay                                    | 95   |                |                           |                               |                     |                            |                  |                                                                   |                 | 0                                          | 95   |
| Debt Service                                      | 96   |                |                           |                               |                     |                            |                  |                                                                   |                 | 0                                          | 96   |
| Gas Utility - Current Operation                   | 97   |                |                           |                               |                     |                            |                  |                                                                   |                 | 0                                          | 97   |
| Capital Outlay                                    | 98   |                |                           |                               |                     |                            |                  |                                                                   |                 | 0                                          | 98   |
| Debt Service                                      | 99   |                |                           |                               |                     |                            |                  |                                                                   |                 | 0                                          | 99   |
| Parking - Current Operation                       | 100  |                |                           |                               |                     |                            |                  |                                                                   |                 | 0                                          | 100  |
| Capital Outlay                                    | 101  |                |                           |                               |                     |                            |                  |                                                                   |                 | 0                                          | 101  |
| Debt Service                                      | 102  |                |                           |                               |                     |                            |                  |                                                                   |                 | 0                                          | 102  |
| Airport - Current Operation                       | 103  |                |                           |                               |                     |                            |                  |                                                                   |                 | 0                                          | 103  |
| Capital Outlay                                    | 104  |                |                           |                               |                     |                            |                  |                                                                   |                 | 0                                          | 104  |
| Debt Service                                      | 105  |                |                           |                               |                     |                            |                  |                                                                   |                 | 0                                          | 105  |
| Landfill/Garbage - Current operation              | 106  |                |                           |                               |                     |                            |                  |                                                                   |                 | 0                                          | 106  |
| Capital Outlay                                    | 107  |                |                           |                               |                     |                            |                  |                                                                   |                 | 0                                          | 107  |
| Debt Service                                      | 108  |                |                           |                               |                     |                            |                  |                                                                   |                 | 0                                          | 108  |
| Hospital - Current Operation                      | 109  |                |                           |                               |                     |                            |                  |                                                                   |                 | 0                                          | 109  |
| Capital Outlay                                    | 110  |                |                           |                               |                     |                            |                  |                                                                   |                 | 0                                          | 110  |
| Debt Service                                      | 111  |                |                           |                               |                     |                            |                  |                                                                   |                 | 0                                          | 111  |
| Transit - Current Operation                       | 112  |                |                           |                               |                     |                            |                  |                                                                   |                 | 0                                          | 112  |
| Capital Outlay                                    | 113  |                |                           |                               |                     |                            |                  |                                                                   |                 | 0                                          | 113  |
| Debt Service                                      | 114  |                |                           |                               |                     |                            |                  |                                                                   |                 | 0                                          | 114  |
| Cable TV, Telephone, Internet - Current Operation | 115  |                |                           |                               |                     |                            |                  |                                                                   |                 | 0                                          | 115  |
| Capital Outlay                                    | 116  |                |                           |                               |                     |                            |                  |                                                                   |                 | 0                                          | 116  |
| Housing Authority - Current Operation             | 117  |                |                           |                               |                     |                            |                  |                                                                   |                 | 0                                          | 117  |
| Capital Outlay                                    | 118  |                |                           |                               |                     |                            |                  |                                                                   |                 | 0                                          | 118  |
| Debt Service                                      | 119  |                |                           |                               |                     |                            |                  |                                                                   |                 | 0                                          | 119  |
| Storm Water - Current Operation                   | 120  |                |                           |                               |                     |                            |                  |                                                                   | 7,135           | 7,135                                      | 120  |
| Capital Outlay                                    | 121  |                |                           |                               |                     |                            |                  |                                                                   | 72,289          | 72,289                                     | 121  |
| Debt Service                                      | 122  |                |                           |                               |                     |                            |                  |                                                                   |                 | 0                                          | 122  |
| Other Business Type - Current Operation           | 123  |                |                           |                               |                     |                            |                  |                                                                   |                 | 0                                          | 123  |
| Capital Outlay                                    | 124  |                |                           |                               |                     |                            |                  |                                                                   |                 | 0                                          | 124  |
| Debt Service                                      | 125  |                |                           |                               |                     |                            |                  |                                                                   |                 | 0                                          | 125  |
| Internal Service Funds - Specify                  | 126  |                |                           |                               |                     |                            |                  |                                                                   |                 |                                            | 126  |
|                                                   | 127  |                |                           |                               |                     |                            |                  |                                                                   |                 | 0                                          | 127  |
|                                                   | 128  |                |                           |                               |                     |                            |                  |                                                                   |                 | 0                                          | 128  |
| <b>Total Business Type Activities</b>             | 129  |                |                           |                               |                     |                            |                  |                                                                   | 4,412,973       | 4,412,973                                  | 129  |



## EXPENDITURES P9

**CITY OF CARROLL**  
**EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, 2025 -- Continued**

NON-GAAP/CASH BASIS

| Item description                                                                  | Line | General<br>(a) | Special<br>Revenue<br>(b) | TIF Special<br>Revenue<br>(c) | Debt Service<br>(d) | Capital Projects (e) | Permanent<br>(f) | Total<br>Governmental<br>(Sum of cols.<br>(a) through (f))<br>(g) | Proprietary<br>(h) | Grand Total<br>(Sum of<br>col. (g))<br>(i) | Line |
|-----------------------------------------------------------------------------------|------|----------------|---------------------------|-------------------------------|---------------------|----------------------|------------------|-------------------------------------------------------------------|--------------------|--------------------------------------------|------|
| <b>Subtotal Expenditures (Sum of lines 84 and 129)</b>                            | 130  | 9,211,787      | 1,854,596                 | 99,397                        | 1,504,054           | 7,149,357            | 0                | 19,819,191                                                        | 4,412,973          | 24,232,164                                 | 130  |
| <b>Section J - Other Financing Uses Including Transfers Out</b>                   | 131  |                |                           |                               |                     |                      |                  |                                                                   |                    |                                            | 131  |
| Regular transfers out                                                             | 132  | 59,332         | 3,069,918                 |                               |                     |                      |                  | 3,129,250                                                         | 2,786,935          | 5,916,185                                  | 132  |
| Internal TIF loans/repayments and transfers out                                   | 133  |                |                           | 1,272,149                     |                     |                      |                  | 1,272,149                                                         |                    | 1,272,149                                  | 133  |
|                                                                                   | 134  |                |                           |                               |                     |                      |                  | 0                                                                 |                    | 0                                          | 134  |
| <b>Total Other Financing Uses</b>                                                 | 135  | 59,332         | 3,069,918                 | 1,272,149                     | 0                   | 0                    | 0                | 4,401,399                                                         | 2,786,935          | 7,188,334                                  | 135  |
| <b>Total Expenditures and Other Financing Uses<br/>(Sum of lines 130 and 135)</b> | 136  | 9,271,119      | 4,924,514                 | 1,371,546                     | 1,504,054           | 7,149,357            | 0                | 24,220,590                                                        | 7,199,908          | 31,420,498                                 | 136  |
|                                                                                   | 137  |                |                           |                               |                     |                      |                  |                                                                   |                    |                                            | 137  |
| <b>Ending fund balance June 30, :</b>                                             | 138  |                |                           |                               |                     |                      |                  |                                                                   |                    |                                            | 138  |
| <b>Governmental:</b>                                                              | 139  |                |                           |                               |                     |                      |                  |                                                                   |                    |                                            | 139  |
| Nonspendable                                                                      | 140  |                |                           |                               |                     |                      | 776,079          | 776,079                                                           |                    | 776,079                                    | 140  |
| Restricted                                                                        | 141  | 1,121,446      | 7,215,053                 | 102,369                       | 112,218             |                      |                  | 8,551,086                                                         |                    | 8,551,086                                  | 141  |
| Committed                                                                         | 142  |                |                           |                               |                     | 2,675,161            |                  | 2,675,161                                                         |                    | 2,675,161                                  | 142  |
| Assigned                                                                          | 143  | 571,481        | 145,512                   |                               |                     |                      |                  | 716,993                                                           |                    | 716,993                                    | 143  |
| Unassigned                                                                        | 144  | 2,998,128      |                           |                               |                     |                      |                  | 2,998,128                                                         |                    | 2,998,128                                  | 144  |
| <b>Total Governmental</b>                                                         | 145  | 4,691,055      | 7,360,565                 | 102,369                       | 112,218             | 2,675,161            | 776,079          | 15,717,447                                                        |                    | 15,717,447                                 | 145  |
| <b>Proprietary</b>                                                                | 146  |                |                           |                               |                     |                      |                  |                                                                   | 12,987,739         | 12,987,739                                 | 146  |
| <b>Total Ending Fund Balance June 30,</b>                                         | 147  | 4,691,055      | 7,360,565                 | 102,369                       | 112,218             | 2,675,161            | 776,079          | 15,717,447                                                        | 12,987,739         | 28,705,186                                 | 147  |
| <b>Total Requirements (Sum of lines 136 and 147)</b>                              | 148  | 13,962,174     | 12,285,079                | 1,473,915                     | 1,616,272           | 9,824,518            | 776,079          | 39,938,037                                                        | 20,187,647         | 60,125,684                                 | 148  |

OTHER P10

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

| Purpose           | Amount paid to other local governments | Purpose   | Amount paid to State |
|-------------------|----------------------------------------|-----------|----------------------|
| Correction        |                                        | Highways  |                      |
| Health            |                                        | All other |                      |
| Highways          |                                        |           |                      |
| Transit Subsidies | 13,077                                 |           |                      |
| Libraries         |                                        |           |                      |
| Police protection |                                        |           |                      |
| Sewerage          |                                        |           |                      |
| Sanitation        | 131,380                                |           |                      |
| All other         | 150,000                                |           |                      |

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

| YOU ARE REQUIRED TO ENTER SALARY DOLLARS<br>IN THE Amount areas FOR SALARIES AND WAGES PAID | Amount    |
|---------------------------------------------------------------------------------------------|-----------|
| Total Salaries and Wages Paid                                                               | 5,159,000 |

Part V Debt Outstanding, Issued, and Retired  
Transit subsidies  
A. Long-Term Debt

| Debt During the Fiscal Year    |      |                                     |           | Debt Outstanding JUNE 30, 2025 |                    |             |         |       |                         |
|--------------------------------|------|-------------------------------------|-----------|--------------------------------|--------------------|-------------|---------|-------|-------------------------|
| Purpose                        | Line | Debt Outstanding<br>JULY 1,<br>2024 | Issued    | Retired                        | General Obligation | TIF Revenue | Revenue | Other | Interest Paid This Year |
| Water Utility                  | 1.   | 0                                   | 0         | 0                              | 0                  | 0           | 0       | 0     | 0                       |
| Sewer Utility                  | 2.   | 721,000                             | 0         | 721,000                        | 0                  | 0           | 0       | 0     | 12,618                  |
| Electric Utility               | 3.   | 0                                   | 0         | 0                              | 0                  | 0           | 0       | 0     | 0                       |
| Gas Utility                    | 4.   | 0                                   | 0         | 0                              | 0                  | 0           | 0       | 0     | 0                       |
| Transit-Bus                    | 5.   | 0                                   | 0         | 0                              | 0                  | 0           | 0       | 0     | 0                       |
| Industrial Revenue             | 6.   | 0                                   | 0         | 0                              | 0                  | 0           | 0       | 0     | 0                       |
| Mortgage Revenue               | 7.   | 0                                   | 0         | 0                              | 0                  | 0           | 0       | 0     | 0                       |
| TIF Revenue                    | 8.   | 0                                   | 0         | 0                              | 0                  | 0           | 0       | 0     | 0                       |
| Other Purposes / Miscellaneous | 9.   | 0                                   | 0         | 0                              | 0                  | 0           | 0       | 0     | 0                       |
| GO                             | 10.  | 10,195,000                          | 1,555,000 | 1,190,000                      | 9,005,000          | 0           | 0       | 0     | 311,953                 |
| Parking                        | 11.  | 0                                   | 0         | 0                              | 0                  | 0           | 0       | 0     | 0                       |
| Airport                        | 12.  | 0                                   | 0         | 0                              | 0                  | 0           | 0       | 0     | 0                       |
| Stormwater                     | 13.  | 0                                   | 0         | 0                              | 0                  | 0           | 0       | 0     | 0                       |
| Section 108                    | 14.  | 0                                   | 0         | 0                              | 0                  | 0           | 0       | 0     | 0                       |
| Total Long-Term                |      | 10,916,000                          | 1,555,000 | 1,911,000                      | 9,005,000          | 0           | 0       | 0     | 324,571                 |

B. Short-Term Debt Amount

| Outstanding as of July 1, 2024  |  |
|---------------------------------|--|
| Outstanding as of JUNE 30, 2025 |  |

DEBT LIMITATION FOR GENERAL OBLIGATIONS  
Part VI  
Actual valuation -- January 1, 2023

| Amount        |
|---------------|
| 1,057,388,001 |
| x.05 = \$     |
| 52,869,400.05 |

Part VII CASH AND INVESTMENT ASSETS AS OF JUNE 30, 2025

| Type of asset                                                                                                                                                                                                                           | Amount                      |                             |                              |                     |            |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|-----------------------------|------------------------------|---------------------|------------|
| Cash and investments - Include cash on hand, CD's, time, checking and savings deposits, Federal securities, Federal agency securities, State and local government securities, and all other securities. Exclude value of real property. | Bond and interest funds (a) | Bond construction funds (b) | Pension/retirement funds (c) | All other Funds (d) | Total (e)  |
|                                                                                                                                                                                                                                         | 112,218                     | 13,513                      |                              | 29,734,332          | 29,860,063 |

If you budget on a NON-GAAP CASH BASIS, the amount in the Total above SHOULD EQUAL the above summed amounts on the sheet All Funds P1: Ending fund balance, column C PLUS the amounts in the shaded Note area.

GP 15

CITY DEBT DETAIL - LT DEBT1

| Debt Series Name                                   |    | Type of Debt  | Date of Issuance | Debt Resolution | Rate Range | Voted                     | Amount of Issue | Principal Outstanding July 1, 2024 | Fiscal Year Principal Paid | Fiscal Year Interest Paid | Tied to Other Debt | Purpose of Debt         | Projects Funded by Debt                                                                                                           |
|----------------------------------------------------|----|---------------|------------------|-----------------|------------|---------------------------|-----------------|------------------------------------|----------------------------|---------------------------|--------------------|-------------------------|-----------------------------------------------------------------------------------------------------------------------------------|
| SRF Loan - Sewer Improvements                      | 1  | Revenue       | 12-23-2003       | 0365            | 1.75-1.75  | No Vote - Essential GO    | 8,000,000       | 522,000                            | 522,000                    | 9,135                     | 2                  | Sewer Utility           | Wastewater Plant Improvements and Sanitary Relief Sewer Improvements                                                              |
| SRF Loan - Sewer Improvements                      | 2  | Revenue       | 06-09-2004       | 0431            | 1.75-1.75  | No Vote - Essential GO    | 2,998,000       | 199,000                            | 199,000                    | 3,483                     | 1                  | Sewer Utility           | Wastewater Plant Improvements and Sanitary Relief Sewer Improvements                                                              |
| GO Debt - 2024A (Rec Building Improvements)        | 3  | GO            | 05-09-2024       | 24-24           | 4.90-4.90  | No Vote - Below Threshold | 508,500         | 270,000                            | 270,000                    | 13,230                    | 7                  | General Obligation (GO) | Rec Center Remodeling: raised walking track, HVAC upgrades and locker room improvements                                           |
| GO Debt - 2024A (Fire Rescue Vehicle)              | 4  | GO            | 05-09-2024       | 24-24           | 4.90-4.90  | No Vote - Essential GO    | 616,500         | 330,000                            | 330,000                    | 16,170                    |                    | General Obligation (GO) | Replacement of Fire Rescue Vehicle                                                                                                |
| GO Debt - 2020A (Fire Truck/Street 2019)           | 5  | GO            | 03-25-2020       | 20-17           | 4.00-5.00  | No Vote - Essential GO    | 1,505,000       | 725,000                            | 130,000                    | 34,650                    |                    | General Obligation (GO) | Fire Truck & Street Rehab - 2019 Project                                                                                          |
| GO Refunding - 2021A (Refunding 2018B)             | 6  | GO            | 10-14-2021       | 21-67           | 1.00-2.00  | No Vote - Essential GO    | 3,325,000       | 2,390,000                          | 245,000                    | 37,400                    |                    | General Obligation (GO) | Refunding 2018B (Library/City Hall Remodeling Projects, Pickleball Courts, Lighting at Youth Sports Complex and trails expansion) |
| LOST GO Debt - 2022A (Re Center)                   | 7  | GO            | 10-12-2022       | 22-90           | 3.00-4.00  | No Vote - Essential GO    | 5,400,000       | 4,925,000                          | 215,000                    | 178,712                   | 3                  | General Obligation (GO) | Rec Center Remodeling: raised walking track, HVAC upgrades and locker room improvements                                           |
| GO TIF Debt - 2024B (CDB Streets & Traffic Signals | 8  | GO            | 11-27-2024       | 24-84           | 4.00-4.00  | No Vote - Essential GO    | 1,555,000       | 1,555,000                          | 0                          | 31,791                    |                    | General Obligation (GO) | Street Resurfacing in Downtown UR Area and Traffic Signals                                                                        |
| TIF Rebates                                        | 9  | TIF Agreement | 06-30-2025       | TIF REBATE      | 0-0        | No Vote - Non-GO          | 1,684,394       | 1,509,308                          | 99,397                     | 0                         |                    | TIF Revenue             | TIF development agreements                                                                                                        |
|                                                    | 10 | -             |                  |                 |            | -                         |                 |                                    |                            |                           |                    | -                       | -                                                                                                                                 |
|                                                    | 11 | -             |                  |                 |            | -                         |                 |                                    |                            |                           |                    | -                       | -                                                                                                                                 |
|                                                    | 12 | -             |                  |                 |            | -                         |                 |                                    |                            |                           |                    | -                       | -                                                                                                                                 |
|                                                    | 13 | -             |                  |                 |            | -                         |                 |                                    |                            |                           |                    | -                       | -                                                                                                                                 |
|                                                    | 14 | -             |                  |                 |            | -                         |                 |                                    |                            |                           |                    | -                       | -                                                                                                                                 |
|                                                    | 15 | -             |                  |                 |            | -                         |                 |                                    |                            |                           |                    | -                       | -                                                                                                                                 |
|                                                    | 16 | -             |                  |                 |            | -                         |                 |                                    |                            |                           |                    | -                       | -                                                                                                                                 |
|                                                    | 17 | -             |                  |                 |            | -                         |                 |                                    |                            |                           |                    | -                       | -                                                                                                                                 |
|                                                    | 18 | -             |                  |                 |            | -                         |                 |                                    |                            |                           |                    | -                       | -                                                                                                                                 |
|                                                    | 19 | -             |                  |                 |            | -                         |                 |                                    |                            |                           |                    | -                       | -                                                                                                                                 |
|                                                    | 20 | -             |                  |                 |            | -                         |                 |                                    |                            |                           |                    | -                       | -                                                                                                                                 |

# City of Carroll

627 N. Adams Street

Carroll, Iowa 51401

(712) 792-1000

FAX: (712) 792-0139

**MEMO TO:** Aaron Kooiker, City Manager   
**FROM:** Laura A. Schaefer, Finance Director/City Clerk   
**DATE:** November 5, 2025  
**SUBJECT:** Annual Urban Renewal Report for Fiscal Year 2024 - 2025

All cities, counties and rural improvement zones with active urban renewal areas must provide specified information concerning active urban renewal (UR) areas and any associated tax increment financing districts. This report must be approved by Council and submitted electronically by December 1 each year.

The first page of the report is a summary of the UR areas within the City of Carroll, balance in the TIF special revenue accounts as of June 30, 2025 and TIF debt outstanding. The supporting pages for each urban renewal area include a data collection page, listing of the specific projects of the UR area, the debt outstanding, a page that links the projects to the debt outstanding and any rebate payments made to a developer as a result of a development agreement. The final page(s) for each UR area summarizes the TIF district values (both base value and incremental value) and amount of TIF revenue received for FY 2025.

If you have any questions about this report, please feel free to contact me or stop by City Hall.

**RECOMMENDATION:** Council consideration and approval of the attached Annual Urban Renewal Report for Fiscal Year 2024 - 2025.

## Annual Urban Renewal Report, Fiscal Year 2024 - 2025

### Levy Authority Summary

Local Government Name: CARROLL  
 Local Government Number: 14G116

| Active Urban Renewal Areas                | U.R. # | # of Tif Taxing Districts |
|-------------------------------------------|--------|---------------------------|
| CARROLL CITY URBAN RENEWAL                | 14004  | 8                         |
| CARROL MONTEREY POINT URBAN RENEWAL       | 14016  | 1                         |
| CARROLL ASHWOOD URBAN RENEWAL             | 14019  | 2                         |
| CARROLL OAKPARK URBAN RENEWAL             | 14022  | 1                         |
| CARROLL WESTFIELD URBAN RENEWAL           | 14023  | 1                         |
| CARROLL ACE BUILDERS URBAN RENEWAL        | 14024  | 1                         |
| CARROLL CITY/CARROLL SCH/ROLLING HILLS UR | 14286  | 1                         |

**TIF Debt Outstanding:** 3,570,318

|                                       |                |              |                                          |
|---------------------------------------|----------------|--------------|------------------------------------------|
| <b>TIF Sp. Rev. Fund Cash Balance</b> |                |              | <b>Amount of 07-01-2024 Cash Balance</b> |
| <b>as of 07-01-2024:</b>              | <b>279,315</b> | <b>6,293</b> | <b>Restricted for LMI</b>                |

|                                 |                  |  |  |
|---------------------------------|------------------|--|--|
| TIF Revenue:                    | 1,180,213        |  |  |
| TIF Sp. Revenue Fund Interest:  | 13,142           |  |  |
| Property Tax Replacement Claims | 1,245            |  |  |
| Asset Sales & Loan Repayments:  | 0                |  |  |
| <b>Total Revenue:</b>           | <b>1,194,600</b> |  |  |

|                               |                  |  |  |
|-------------------------------|------------------|--|--|
| Rebate Expenditures:          | 41,932           |  |  |
| Non-Rebate Expenditures:      | 1,329,614        |  |  |
| Returned to County Treasurer: | 0                |  |  |
| <b>Total Expenditures:</b>    | <b>1,371,546</b> |  |  |

|                                       |                |               |                                          |
|---------------------------------------|----------------|---------------|------------------------------------------|
| <b>TIF Sp. Rev. Fund Cash Balance</b> |                |               | <b>Amount of 06-30-2025 Cash Balance</b> |
| <b>as of 06-30-2025:</b>              | <b>102,369</b> | <b>15,968</b> | <b>Restricted for LMI</b>                |

**Year-End Outstanding TIF Obligations, Net of TIF Special Revenue Fund Balance:** 2,096,403

### Urban Renewal Area Data Collection

Local Government Name: CARROLL (14G116)  
 Urban Renewal Area: CARROLL CITY URBAN RENEWAL  
 UR Area Number: 14004

UR Area Creation Date: 11/1967

UR Area Purpose: To foster economic development in the area through public improvements including streetscape improvements, street intersection improvements and other utility improvements

| Tax Districts within this Urban Renewal Area                 | Base No. | Increment No. | Increment Value Used |
|--------------------------------------------------------------|----------|---------------|----------------------|
| CARROLL CITY/CARROLL SCH/AMEND AREA CATF2 UR TIF INCREM      | 140111   | 140112        | 21,120,590           |
| CARROLL CITY/CARROLL SCH/CATIF UR TIF INCREM                 | 140119   | 140120        | 7,444,101            |
| CARROLL CITY/CARROLL SCH/AMEND AREA CTIF3 UR TIF INCREM      | 140177   | 140178        | 11,617,420           |
| CARROLL CITY/CARROLL SCH/AMEND AREA CTIF4 UR INCREMENT       | 140203   | 140204        | 2,129,910            |
| CARROLLCITY/CARROLLSCH/AMENDAREACTIF5                        | 140216   | 140217        | 1,425,191            |
| CARROLLCITY/CARROLLSCH/AMENDAREACTIF6INCR                    | 140218   | 140219        | 836,498              |
| CARROLL CITY/CARROLLSCH/CTIF7 AMENDED UR TIF/INCREMENT       | 140280   | 140281        | 232,360              |
| CARROLL CITY/CARROLLSCH/CTIF8 AMENDED UR TIF/INCREMENT/VILLA | 140282   | 140283        | 196,920              |

### Urban Renewal Area Value by Class - 1/1/2023 for FY 2025

|                   | Agricultural | Residential | Commercial | Industrial | Other | Military | Total       | Gas/Electric Utility | Total       |
|-------------------|--------------|-------------|------------|------------|-------|----------|-------------|----------------------|-------------|
| Assessed          | 0            | 8,732,460   | 97,218,220 | 1,776,580  | 0     | -12,000  | 107,702,260 | 0                    | 107,702,260 |
| Taxable           | 0            | 4,046,863   | 76,555,058 | 1,431,623  | 0     | -12,000  | 82,008,544  | 0                    | 82,008,544  |
| Homestead Credits |              |             |            |            |       |          |             |                      | 12          |

**TIF Sp. Rev. Fund Cash Balance as of 07-01-2024:** 225,479 0 **Amount of 07-01-2024 Cash Balance Restricted for LMI**

|                                 |                  |
|---------------------------------|------------------|
| TIF Revenue:                    | 1,094,744        |
| TIF Sp. Revenue Fund Interest:  | 10,386           |
| Property Tax Replacement Claims | 1,229            |
| Asset Sales & Loan Repayments:  | 0                |
| <b>Total Revenue:</b>           | <b>1,106,359</b> |

|                               |                  |
|-------------------------------|------------------|
| Rebate Expenditures:          | 25,187           |
| Non-Rebate Expenditures:      | 1,270,341        |
| Returned to County Treasurer: | 0                |
| <b>Total Expenditures:</b>    | <b>1,295,528</b> |

**TIF Sp. Rev. Fund Cash Balance as of 06-30-2025:** 36,310 0 **Amount of 06-30-2025 Cash Balance Restricted for LMI**

## Projects For CARROLL CITY URBAN RENEWAL

### Biokinometrics Building Construction

|                      |                                          |
|----------------------|------------------------------------------|
| Description:         | Construction of building at 211 E 4th St |
| Classification:      | Commercial-Medical                       |
| Physically Complete: | Yes                                      |
| Payments Complete:   | No                                       |

### Adams Street Reconstruction - 2023

|                      |                                       |
|----------------------|---------------------------------------|
| Description:         | Street reconstruction of Adams Street |
| Classification:      | Roads, Bridges & Utilities            |
| Physically Complete: | No                                    |
| Payments Complete:   | No                                    |

### Administrative expenses

|                      |                                                  |
|----------------------|--------------------------------------------------|
| Description:         | Administrative expenses for the Downtown UR Plan |
| Classification:      | Administrative expenses                          |
| Physically Complete: | No                                               |
| Payments Complete:   | No                                               |

### CBD Street Resurfacing/Traffic Signals

|                      |                                        |
|----------------------|----------------------------------------|
| Description:         | CBD Street Resurfacing/Traffic Signals |
| Classification:      | Roads, Bridges & Utilities             |
| Physically Complete: | No                                     |
| Payments Complete:   | No                                     |

### Emergency Catalyst Grant

|                      |                                                                                     |
|----------------------|-------------------------------------------------------------------------------------|
| Description:         | Emergency Catalyst Grant Match for 504 Holdings LLC - repurpose former JCP building |
| Classification:      | Commercial - retail                                                                 |
| Physically Complete: | Yes                                                                                 |
| Payments Complete:   | Yes                                                                                 |

### Hoyt Mansion Development Agreement

|                      |                                                |
|----------------------|------------------------------------------------|
| Description:         | Renovation of Hoyt Mansion at 220 W 7th Street |
| Classification:      | Commercial - retail                            |
| Physically Complete: | Yes                                            |
| Payments Complete:   | No                                             |



## Debts/Obligations For CARROLL CITY URBAN RENEWAL

### DMBA Agreement

|                        |            |
|------------------------|------------|
| Debt/Obligation Type:  | Rebates    |
| Principal:             | 193,269    |
| Interest:              | 0          |
| Total:                 | 193,269    |
| Annual Appropriation?: | Yes        |
| Date Incurred:         | 12/27/2016 |
| FY of Last Payment:    | 2033       |

### Sewer Fund Loan #2

|                        |                |
|------------------------|----------------|
| Debt/Obligation Type:  | Internal Loans |
| Principal:             | 75,000         |
| Interest:              | 750            |
| Total:                 | 75,750         |
| Annual Appropriation?: | No             |
| Date Incurred:         | 11/28/2022     |
| FY of Last Payment:    | 2025           |

### Water Fund Loan #14

|                        |                |
|------------------------|----------------|
| Debt/Obligation Type:  | Internal Loans |
| Principal:             | 1,000,000      |
| Interest:              | 62,500         |
| Total:                 | 1,062,500      |
| Annual Appropriation?: | No             |
| Date Incurred:         | 11/27/2023     |
| FY of Last Payment:    | 2025           |

### GO Debt 2024B

|                        |                             |
|------------------------|-----------------------------|
| Debt/Obligation Type:  | Gen. Obligation Bonds/Notes |
| Principal:             | 1,555,000                   |
| Interest:              | 127,891                     |
| Total:                 | 1,682,891                   |
| Annual Appropriation?: | No                          |
| Date Incurred:         | 11/11/2024                  |
| FY of Last Payment:    | 2027                        |

### Catalyst Grant - 504 Holdings LLC

|                        |                |
|------------------------|----------------|
| Debt/Obligation Type:  | Internal Loans |
| Principal:             | 100,000        |
| Interest:              | 0              |
| Total:                 | 100,000        |
| Annual Appropriation?: | No             |
| Date Incurred:         | 09/09/2024     |
| FY of Last Payment:    | 2025           |

### Hoyt Mansion Development Agreement

|                        |            |
|------------------------|------------|
| Debt/Obligation Type:  | Rebates    |
| Principal:             | 250,000    |
| Interest:              | 0          |
| Total:                 | 250,000    |
| Annual Appropriation?: | Yes        |
| Date Incurred:         | 08/12/2024 |
| FY of Last Payment:    | 2040       |

## Non-Rebates For CARROLL CITY URBAN RENEWAL

|                         |                                        |
|-------------------------|----------------------------------------|
| TIF Expenditure Amount: | 75,750                                 |
| Tied To Debt:           | Sewer Fund Loan #2                     |
| Tied To Project:        | Adams Street Reconstruction - 2023     |
| TIF Expenditure Amount: | 1,062,500                              |
| Tied To Debt:           | Water Fund Loan #14                    |
| Tied To Project:        | Adams Street Reconstruction - 2023     |
| TIF Expenditure Amount: | 32,091                                 |
| Tied To Debt:           | GO Debt 2024B                          |
| Tied To Project:        | CBD Street Resurfacing/Traffic Signals |
| TIF Expenditure Amount: | 100,000                                |
| Tied To Debt:           | Catalyst Grant - 504 Holdings LLC      |
| Tied To Project:        | Emergency Catalyst Grant               |

**Rebates For CARROLL CITY URBAN RENEWAL**

**211 E 4th Street**

|                               |                                         |
|-------------------------------|-----------------------------------------|
| TIF Expenditure Amount:       | 25,187                                  |
| Rebate Paid To:               | DMBA Properties & Consulting,<br>Inc.   |
| Tied To Debt:                 | DMBA Agreement                          |
| Tied To Project:              | Biokinometrics Building<br>Construction |
| Projected Final FY of Rebate: | 2033                                    |

**Jobs For CARROLL CITY URBAN RENEWAL**

|                                                |                                                                           |
|------------------------------------------------|---------------------------------------------------------------------------|
| Project:                                       | Biokinometrics Building<br>Construction                                   |
| Company Name:                                  | Biokinometrics Holdings, LLC and<br>DMBA Properties & Consulting,<br>Inc. |
| Date Agreement Began:                          | 12/27/2016                                                                |
| Date Agreement Ends:                           | 06/01/2033                                                                |
| Number of Jobs Created or Retained:            | 10                                                                        |
| Total Annual Wages of Required Jobs:           | 40,000                                                                    |
| Total Estimated Private Capital Investment:    | 1,100,000                                                                 |
| Total Estimated Cost of Public Infrastructure: | 24,996                                                                    |

### TIF Taxing District Data Collection

Local Government Name: CARROLL (14G116)  
 Urban Renewal Area: CARROLL CITY URBAN RENEWAL (14004)  
 TIF Taxing District Name: CARROLL CITY/CARROLL SCH/AMEND AREA CATF2 UR TIF INCREM  
 TIF Taxing District Inc. Number: 140112  
 TIF Taxing District Base Year: 1984  
 FY TIF Revenue First Received: 1986  
 Subject to a Statutory end date? No

|                      | UR Designation |
|----------------------|----------------|
| Slum                 | 01/1985        |
| Blighted             | 01/1985        |
| Economic Development | No             |

#### TIF Taxing District Value by Class - 1/1/2023 for FY 2025

|                   | Agricultural | Residential | Commercial | Industrial | Other | Military | Total      | Gas/Electric Utility | Total      |
|-------------------|--------------|-------------|------------|------------|-------|----------|------------|----------------------|------------|
| Assessed          | 0            | 0           | 24,892,740 | 0          | 0     | 0        | 24,892,740 | 0                    | 24,892,740 |
| Taxable           | 0            | 0           | 21,565,077 | 0          | 0     | 0        | 21,565,077 | 0                    | 21,565,077 |
| Homestead Credits |              |             |            |            |       |          |            |                      | 0          |

|                  | Frozen Base Value | Max Increment Value | Increment Used | Increment Not Used | Increment Revenue Not Used |
|------------------|-------------------|---------------------|----------------|--------------------|----------------------------|
| Fiscal Year 2025 | 3,772,150         | 21,120,590          | 21,120,590     | 0                  | 0                          |

FY 2025 TIF Revenue Received: 513,780

### TIF Taxing District Data Collection

Local Government Name: CARROLL (14G116)  
 Urban Renewal Area: CARROLL CITY URBAN RENEWAL (14004)  
 TIF Taxing District Name: CARROLL CITY/CARROLL SCH/CATIF UR TIF INCREM  
 TIF Taxing District Inc. Number: 140120  
 TIF Taxing District Base Year: 1966  
 FY TIF Revenue First Received: 1986  
 Subject to a Statutory end date? No

|                      | UR Designation |
|----------------------|----------------|
| Slum                 | 07/1967        |
| Blighted             | 07/1967        |
| Economic Development | No             |

#### TIF Taxing District Value by Class - 1/1/2023 for FY 2025

|                   | Agricultural | Residential | Commercial | Industrial | Other | Military | Total      | Gas/Electric Utility | Total      |
|-------------------|--------------|-------------|------------|------------|-------|----------|------------|----------------------|------------|
| Assessed          | 0            | 66,420      | 11,134,650 | 0          | 0     | 0        | 11,201,070 | 0                    | 11,201,070 |
| Taxable           | 0            | 30,781      | 7,413,320  | 0          | 0     | 0        | 7,444,101  | 0                    | 7,444,101  |
| Homestead Credits |              |             |            |            |       |          |            |                      | 0          |

|                  | Frozen Base Value | Max Increment Value | Increment Used | Increment Not Used | Increment Revenue Not Used |
|------------------|-------------------|---------------------|----------------|--------------------|----------------------------|
| Fiscal Year 2025 | 821,365           | 7,444,101           | 7,444,101      | 0                  | 0                          |

FY 2025 TIF Revenue Received: 180,256

### TIF Taxing District Data Collection

Local Government Name: CARROLL (14G116)  
 Urban Renewal Area: CARROLL CITY URBAN RENEWAL (14004)  
 TIF Taxing District Name: CARROLL CITY/CARROLL SCH/AMEND AREA CTIF3 UR TIF INCREM  
 TIF Taxing District Inc. Number: 140178  
 TIF Taxing District Base Year: 2007  
 FY TIF Revenue First Received: 2010  
 Subject to a Statutory end date? Yes  
 Fiscal year this TIF Taxing District statutorily ends: 2029

| UR Designation       |         |
|----------------------|---------|
| Slum                 | No      |
| Blighted             | No      |
| Economic Development | 09/2008 |

#### TIF Taxing District Value by Class - 1/1/2023 for FY 2025

|                   | Agricultural | Residential | Commercial | Industrial | Other | Military | Total      | Gas/Electric Utility | Total      |
|-------------------|--------------|-------------|------------|------------|-------|----------|------------|----------------------|------------|
| Assessed          | 0            | 6,771,770   | 37,367,720 | 0          | 0     | -12,000  | 44,117,740 | 0                    | 44,117,740 |
| Taxable           | 0            | 3,138,223   | 29,205,494 | 0          | 0     | -12,000  | 32,321,967 | 0                    | 32,321,967 |
| Homestead Credits |              |             |            |            |       |          |            |                      | 8          |

|                  | Frozen Base Value | Max Increment Value | Increment Used | Increment Not Used | Increment Revenue Not Used |
|------------------|-------------------|---------------------|----------------|--------------------|----------------------------|
| Fiscal Year 2025 | 22,854,330        | 21,275,410          | 11,617,420     | 9,657,990          | 234,940                    |

FY 2025 TIF Revenue Received: 284,376

### TIF Taxing District Data Collection

Local Government Name: CARROLL (14G116)  
 Urban Renewal Area: CARROLL CITY URBAN RENEWAL (14004)  
 TIF Taxing District Name: CARROLL CITY/CARROLL SCH/AMEND AREA CTIF4 UR INCREMENT  
 TIF Taxing District Inc. Number: 140204  
 TIF Taxing District Base Year: 2013  
 FY TIF Revenue First Received: 2016  
 Subject to a Statutory end date? Yes  
 Fiscal year this TIF Taxing District statutorily ends: 2035

| UR Designation       |         |
|----------------------|---------|
| Slum                 | No      |
| Blighted             | No      |
| Economic Development | 11/2014 |

#### TIF Taxing District Value by Class - 1/1/2023 for FY 2025

|                   | Agricultural | Residential | Commercial | Industrial | Other | Military | Total      | Gas/Electric Utility | Total      |
|-------------------|--------------|-------------|------------|------------|-------|----------|------------|----------------------|------------|
| Assessed          | 0            | 186,030     | 18,313,630 | 397,650    | 0     | 0        | 18,897,310 | 0                    | 18,897,310 |
| Taxable           | 0            | 86,213      | 14,226,586 | 292,399    | 0     | 0        | 14,605,198 | 0                    | 14,605,198 |
| Homestead Credits |              |             |            |            |       |          |            |                      | 0          |

|                  | Frozen Base Value | Max Increment Value | Increment Used | Increment Not Used | Increment Revenue Not Used |
|------------------|-------------------|---------------------|----------------|--------------------|----------------------------|
| Fiscal Year 2025 | 16,767,400        | 2,129,910           | 2,129,910      | 0                  | 0                          |

FY 2025 TIF Revenue Received: 50,870

### TIF Taxing District Data Collection

Local Government Name: CARROLL (14G116)  
 Urban Renewal Area: CARROLL CITY URBAN RENEWAL (14004)  
 TIF Taxing District Name: CARROLLCITY/CARROLLSCH/AMENDAREACTIF5  
 TIF Taxing District Inc. Number: 140217  
 TIF Taxing District Base Year: 2016  
 FY TIF Revenue First Received: 2019  
 Subject to a Statutory end date? Yes  
 Fiscal year this TIF Taxing District statutorily ends: 2038

| UR Designation       |         |
|----------------------|---------|
| Slum                 | No      |
| Blighted             | No      |
| Economic Development | 01/2017 |

#### TIF Taxing District Value by Class - 1/1/2023 for FY 2025

|                   | Agricultural | Residential | Commercial | Industrial | Other | Military | Total     | Gas/Electric Utility | Total     |
|-------------------|--------------|-------------|------------|------------|-------|----------|-----------|----------------------|-----------|
| Assessed          | 0            | 0           | 1,801,830  | 0          | 0     | 0        | 1,801,830 | 0                    | 1,801,830 |
| Taxable           | 0            | 0           | 1,425,191  | 0          | 0     | 0        | 1,425,191 | 0                    | 1,425,191 |
| Homestead Credits |              |             |            |            |       |          |           |                      | 0         |

|                  | Frozen Base Value | Max Increment Value | Increment Used | Increment Not Used | Increment Revenue Not Used |
|------------------|-------------------|---------------------|----------------|--------------------|----------------------------|
| Fiscal Year 2025 | 212,400           | 1,425,191           | 1,425,191      | 0                  | 0                          |

FY 2025 TIF Revenue Received: 34,669

### TIF Taxing District Data Collection

Local Government Name: CARROLL (14G116)  
 Urban Renewal Area: CARROLL CITY URBAN RENEWAL (14004)  
 TIF Taxing District Name: CARROLLCITY/CARROLLSCH/AMENDAREACTIF6INCR  
 TIF Taxing District Inc. Number: 140219  
 TIF Taxing District Base Year: 2018  
 FY TIF Revenue First Received: 2021  
 Subject to a Statutory end date? Yes  
 Fiscal year this TIF Taxing District statutorily ends: 2040

| UR Designation       |         |
|----------------------|---------|
| Slum                 | No      |
| Blighted             | No      |
| Economic Development | 09/2019 |

#### TIF Taxing District Value by Class - 1/1/2023 for FY 2025

|                   | Agricultural | Residential | Commercial | Industrial | Other | Military | Total     | Gas/Electric Utility | Total     |
|-------------------|--------------|-------------|------------|------------|-------|----------|-----------|----------------------|-----------|
| Assessed          | 0            | 1,708,240   | 1,739,720  | 0          | 0     | 0        | 3,444,710 | 0                    | 3,444,710 |
| Taxable           | 0            | 791,646     | 1,079,225  | 0          | 0     | 0        | 1,867,621 | 0                    | 1,867,621 |
| Homestead Credits |              |             |            |            |       |          |           |                      | 4         |

|                  | Frozen Base Value | Max Increment Value | Increment Used | Increment Not Used | Increment Revenue Not Used |
|------------------|-------------------|---------------------|----------------|--------------------|----------------------------|
| Fiscal Year 2025 | 2,611,462         | 833,248             | 836,498        | -3,250             | -79                        |

FY 2025 TIF Revenue Received: 20,350



### TIF Taxing District Data Collection

Local Government Name: CARROLL (14G116)  
 Urban Renewal Area: CARROLL CITY URBAN RENEWAL (14004)  
 TIF Taxing District Name: CARROLL CITY/CARROLLSCH/CTIF7 AMENDED UR TIF/INCREMENT  
 TIF Taxing District Inc. Number: 140281  
 TIF Taxing District Base Year: 2021  
 FY TIF Revenue First Received:  
 Subject to a Statutory end date? No

| UR Designation       |    |
|----------------------|----|
| Slum                 | No |
| Blighted             | No |
| Economic Development | No |

#### TIF Taxing District Value by Class - 1/1/2023 for FY 2025

|                   | Agricultural | Residential | Commercial | Industrial | Other | Military | Total     | Gas/Electric Utility | Total     |
|-------------------|--------------|-------------|------------|------------|-------|----------|-----------|----------------------|-----------|
| Assessed          | 0            | 0           | 1,521,700  | 1,378,930  | 0     | 0        | 2,900,630 | 0                    | 2,900,630 |
| Taxable           | 0            | 0           | 1,304,044  | 1,139,224  | 0     | 0        | 2,443,268 | 0                    | 2,443,268 |
| Homestead Credits |              |             |            |            |       |          |           |                      | 0         |

|                  | Frozen Base Value | Max Increment Value | Increment Used | Increment Not Used | Increment Revenue Not Used |
|------------------|-------------------|---------------------|----------------|--------------------|----------------------------|
| Fiscal Year 2025 | 2,668,270         | 232,360             | 232,360        | 0                  | 0                          |

FY 2025 TIF Revenue Received: 5,653

### TIF Taxing District Data Collection

Local Government Name: CARROLL (14G116)  
 Urban Renewal Area: CARROLL CITY URBAN RENEWAL (14004)  
 TIF Taxing District Name: CARROLL CITY/CARROLLSCH/CTIF8 AMENDED UR TIF/INCREMENT/VILLA  
 TIF Taxing District Inc. Number: 140283  
 TIF Taxing District Base Year: 2021  
 FY TIF Revenue First Received:  
 Subject to a Statutory end date? No

| UR Designation       |    |
|----------------------|----|
| Slum                 | No |
| Blighted             | No |
| Economic Development | No |

#### TIF Taxing District Value by Class - 1/1/2023 for FY 2025

|                   | Agricultural | Residential | Commercial | Industrial | Other | Military | Total   | Gas/Electric Utility | Total   |
|-------------------|--------------|-------------|------------|------------|-------|----------|---------|----------------------|---------|
| Assessed          | 0            | 0           | 446,230    | 0          | 0     | 0        | 446,230 | 0                    | 446,230 |
| Taxable           | 0            | 0           | 336,121    | 0          | 0     | 0        | 336,121 | 0                    | 336,121 |
| Homestead Credits |              |             |            |            |       |          |         |                      | 0       |

|                  | Frozen Base Value | Max Increment Value | Increment Used | Increment Not Used | Increment Revenue Not Used |
|------------------|-------------------|---------------------|----------------|--------------------|----------------------------|
| Fiscal Year 2025 | 249,310           | 196,920             | 196,920        | 0                  | 0                          |

FY 2025 TIF Revenue Received: 4,790

### Urban Renewal Area Data Collection

Local Government Name: CARROLL (14G116)  
 Urban Renewal Area: CARROL MONTEREY POINT URBAN RENEWAL  
 UR Area Number: 14016

UR Area Creation Date: 11/2002

UR Area Purpose: To foster economic development in the area through rebates for Carroll IHA Senior Housing Limited Partnership, by Burns & Burns L.C. General Partner

| Tax Districts within this Urban Renewal Area    | Base No. | Increment No. | Increment Value Used |
|-------------------------------------------------|----------|---------------|----------------------|
| CARROLL CITY/CARROLL SCH/MP CATF3 UR TIF INCREM | 140157   | 140158        | 0                    |

### Urban Renewal Area Value by Class - 1/1/2023 for FY 2025

|                   | Agricultural | Residential | Commercial | Industrial | Other | Military | Total | Gas/Electric Utility | Total |
|-------------------|--------------|-------------|------------|------------|-------|----------|-------|----------------------|-------|
| Assessed          | 0            | 0           | 0          | 0          | 0     | 0        | 0     | 0                    | 0     |
| Taxable           | 0            | 0           | 0          | 0          | 0     | 0        | 0     | 0                    | 0     |
| Homestead Credits |              |             |            |            |       |          |       |                      | 0     |

**TIF Sp. Rev. Fund Cash Balance as of 07-01-2024:** 0 0 **Amount of 07-01-2024 Cash Balance Restricted for LMI**

|                                 |          |
|---------------------------------|----------|
| TIF Revenue:                    | 0        |
| TIF Sp. Revenue Fund Interest:  | 0        |
| Property Tax Replacement Claims | 0        |
| Asset Sales & Loan Repayments:  | 0        |
| <b>Total Revenue:</b>           | <b>0</b> |

|                               |          |
|-------------------------------|----------|
| Rebate Expenditures:          | 0        |
| Non-Rebate Expenditures:      | 0        |
| Returned to County Treasurer: | 0        |
| <b>Total Expenditures:</b>    | <b>0</b> |

**TIF Sp. Rev. Fund Cash Balance as of 06-30-2025:** 0 0 **Amount of 06-30-2025 Cash Balance Restricted for LMI**

### TIF Taxing District Data Collection

Local Government Name: CARROLL (14G116)  
 Urban Renewal Area: CARROL MONTEREY POINT URBAN RENEWAL (14016)  
 TIF Taxing District Name: CARROLL CITY/CARROLL SCH/MP CATF3 UR TIF INCREM  
 TIF Taxing District Inc. Number: 140158  
 TIF Taxing District Base Year: 2001  
 FY TIF Revenue First Received: 2004  
 Subject to a Statutory end date? Yes  
 Fiscal year this TIF Taxing District statutorily ends: 2023

| UR Designation       |         |
|----------------------|---------|
| Slum                 | No      |
| Blighted             | No      |
| Economic Development | 11/2002 |

### TIF Taxing District Value by Class - 1/1/2023 for FY 2025

|                   | Agricultural | Residential | Commercial | Industrial | Other | Military | Total | Gas/Electric Utility | Total |
|-------------------|--------------|-------------|------------|------------|-------|----------|-------|----------------------|-------|
| Assessed          | 0            | 0           | 0          | 0          | 0     | 0        | 0     | 0                    | 0     |
| Taxable           | 0            | 0           | 0          | 0          | 0     | 0        | 0     | 0                    | 0     |
| Homestead Credits |              |             |            |            |       |          |       |                      | 0     |

|                  | Frozen Base Value | Max Increment Value | Increment Used | Increment Not Used | Increment Revenue Not Used |
|------------------|-------------------|---------------------|----------------|--------------------|----------------------------|
| Fiscal Year 2025 | 126,580           | 0                   | 0              | 0                  | 0                          |

FY 2025 TIF Revenue Received: 0

### Urban Renewal Area Data Collection

Local Government Name: CARROLL (14G116)  
 Urban Renewal Area: CARROLL ASHWOOD URBAN RENEWAL  
 UR Area Number: 14019

UR Area Creation Date: 04/2006

UR Area Purpose: to foster economic development in the area through public improvements including grading, street paving and constructing sanitary sewer and storm water improvements

| Tax Districts within this Urban Renewal Area            | Base No. | Increment No. | Increment Value Used |
|---------------------------------------------------------|----------|---------------|----------------------|
| CARROLL CITY/CARROLL SCH/ASHWOOD CATF1 UR TIF INCREM    | 140167   | 140168        | 46,964               |
| CARROLL CITY/CARROLL SCH/ASHWOOD AG CAATF UR TIF INCREM | 140197   | 140198        | 36,881               |

### Urban Renewal Area Value by Class - 1/1/2023 for FY 2025

|                   | Agricultural | Residential | Commercial | Industrial | Other | Military | Total   | Gas/Electric Utility | Total   |
|-------------------|--------------|-------------|------------|------------|-------|----------|---------|----------------------|---------|
| Assessed          | 51,340       | 0           | 101,340    | 0          | 0     | 0        | 152,680 | 0                    | 152,680 |
| Taxable           | 36,881       | 0           | 46,964     | 0          | 0     | 0        | 83,845  | 0                    | 83,845  |
| Homestead Credits |              |             |            |            |       |          |         |                      | 0       |

**TIF Sp. Rev. Fund Cash Balance as of 07-01-2024:** 0 0 **Amount of 07-01-2024 Cash Balance Restricted for LMI**

|                                 |              |
|---------------------------------|--------------|
| TIF Revenue:                    | 1,754        |
| TIF Sp. Revenue Fund Interest:  | 38           |
| Property Tax Replacement Claims | 16           |
| Asset Sales & Loan Repayments:  | 0            |
| <b>Total Revenue:</b>           | <b>1,808</b> |

|                               |              |
|-------------------------------|--------------|
| Rebate Expenditures:          | 0            |
| Non-Rebate Expenditures:      | 1,808        |
| Returned to County Treasurer: | 0            |
| <b>Total Expenditures:</b>    | <b>1,808</b> |

**TIF Sp. Rev. Fund Cash Balance as of 06-30-2025:** 0 0 **Amount of 06-30-2025 Cash Balance Restricted for LMI**

## Projects For CARROLL ASHWOOD URBAN RENEWAL

### Ashwood Bus Park Improvements

|                      |                                                                                  |
|----------------------|----------------------------------------------------------------------------------|
| Description:         | grading, street paving, constructing sanitary sewer and storm water improvements |
| Classification:      | Roads, Bridges & Utilities                                                       |
| Physically Complete: | Yes                                                                              |
| Payments Complete:   | No                                                                               |

## Debts/Obligations For CARROLL ASHWOOD URBAN RENEWAL

### 2014 Ashwood Refunding

|                        |                             |
|------------------------|-----------------------------|
| Debt/Obligation Type:  | Gen. Obligation Bonds/Notes |
| Principal:             | 4,593                       |
| Interest:              | 811                         |
| Total:                 | 5,404                       |
| Annual Appropriation?: | No                          |
| Date Incurred:         | 08/12/2014                  |
| FY of Last Payment:    | 2027                        |

## Non-Rebates For CARROLL ASHWOOD URBAN RENEWAL

|                         |                               |
|-------------------------|-------------------------------|
| TIF Expenditure Amount: | 1,808                         |
| Tied To Debt:           | 2014 Ashwood Refunding        |
| Tied To Project:        | Ashwood Bus Park Improvements |

### TIF Taxing District Data Collection

Local Government Name: CARROLL (14G116)  
 Urban Renewal Area: CARROLL ASHWOOD URBAN RENEWAL (14019)  
 TIF Taxing District Name: CARROLL CITY/CARROLL SCH/ASHWOOD CATF1 UR TIF INCREM  
 TIF Taxing District Inc. Number: 140168  
 TIF Taxing District Base Year: 2005  
 FY TIF Revenue First Received: 2008  
 Subject to a Statutory end date? Yes  
 Fiscal year this TIF Taxing District statutorily ends: 2027

| UR Designation       |         |
|----------------------|---------|
| Slum                 | No      |
| Blighted             | No      |
| Economic Development | 04/2006 |

#### TIF Taxing District Value by Class - 1/1/2023 for FY 2025

|                   | Agricultural | Residential | Commercial | Industrial | Other | Military | Total   | Gas/Electric Utility | Total   |
|-------------------|--------------|-------------|------------|------------|-------|----------|---------|----------------------|---------|
| Assessed          | 0            | 0           | 101,340    | 0          | 0     | 0        | 101,340 | 0                    | 101,340 |
| Taxable           | 0            | 0           | 46,964     | 0          | 0     | 0        | 46,964  | 0                    | 46,964  |
| Homestead Credits |              |             |            |            |       |          |         |                      | 0       |

|                  | Frozen Base Value | Max Increment Value | Increment Used | Increment Not Used | Increment Revenue Not Used |
|------------------|-------------------|---------------------|----------------|--------------------|----------------------------|
| Fiscal Year 2025 | 14,498            | 46,964              | 46,964         | 0                  | 0                          |

FY 2025 TIF Revenue Received: 1,143

### TIF Taxing District Data Collection

Local Government Name: CARROLL (14G116)  
 Urban Renewal Area: CARROLL ASHWOOD URBAN RENEWAL (14019)  
 TIF Taxing District Name: CARROLL CITY/CARROLL SCH/ASHWOOD AG CAATF UR TIF INCREM  
 TIF Taxing District Inc. Number: 140198  
 TIF Taxing District Base Year: 2005  
 FY TIF Revenue First Received: 2008  
 Subject to a Statutory end date? Yes  
 Fiscal year this TIF Taxing District statutorily ends: 2027

| UR Designation       |         |
|----------------------|---------|
| Slum                 | No      |
| Blighted             | No      |
| Economic Development | 04/2006 |

#### TIF Taxing District Value by Class - 1/1/2023 for FY 2025

|                   | Agricultural | Residential | Commercial | Industrial | Other | Military | Total  | Gas/Electric Utility | Total  |
|-------------------|--------------|-------------|------------|------------|-------|----------|--------|----------------------|--------|
| Assessed          | 51,340       | 0           | 0          | 0          | 0     | 0        | 51,340 | 0                    | 51,340 |
| Taxable           | 36,881       | 0           | 0          | 0          | 0     | 0        | 36,881 | 0                    | 36,881 |
| Homestead Credits |              |             |            |            |       |          |        |                      | 0      |

|                  | Frozen Base Value | Max Increment Value | Increment Used | Increment Not Used | Increment Revenue Not Used |
|------------------|-------------------|---------------------|----------------|--------------------|----------------------------|
| Fiscal Year 2025 | 5,132             | 36,881              | 36,881         | 0                  | 0                          |

FY 2025 TIF Revenue Received: 611



### Urban Renewal Area Data Collection

Local Government Name: CARROLL (14G116)  
 Urban Renewal Area: CARROLL OAKPARK URBAN RENEWAL  
 UR Area Number: 14022

UR Area Creation Date: 09/2007

UR Area Purpose: to foster economic development in the area through public improvements including constructing and installing roadway and utility improvements including sanitary sewers, water main extensions and storm sewers

| Tax Districts within this Urban Renewal Area         | Base No. | Increment No. | Increment Value Used |
|------------------------------------------------------|----------|---------------|----------------------|
| CARROLL CITY/CARROLL SCH/OAKPARK OAKTF UR TIF INCREM | 140173   | 140174        | 0                    |

### Urban Renewal Area Value by Class - 1/1/2023 for FY 2025

|                   | Agricultural | Residential | Commercial | Industrial | Other | Military | Total | Gas/Electric Utility | Total |
|-------------------|--------------|-------------|------------|------------|-------|----------|-------|----------------------|-------|
| Assessed          | 0            | 0           | 0          | 0          | 0     | 0        | 0     | 0                    | 0     |
| Taxable           | 0            | 0           | 0          | 0          | 0     | 0        | 0     | 0                    | 0     |
| Homestead Credits |              |             |            |            |       |          |       |                      | 0     |

**TIF Sp. Rev. Fund Cash Balance as of 07-01-2024:** 0 0 **Amount of 07-01-2024 Cash Balance Restricted for LMI**

|                                 |          |
|---------------------------------|----------|
| TIF Revenue:                    | 0        |
| TIF Sp. Revenue Fund Interest:  | 0        |
| Property Tax Replacement Claims | 0        |
| Asset Sales & Loan Repayments:  | 0        |
| <b>Total Revenue:</b>           | <b>0</b> |

|                               |          |
|-------------------------------|----------|
| Rebate Expenditures:          | 0        |
| Non-Rebate Expenditures:      | 0        |
| Returned to County Treasurer: | 0        |
| <b>Total Expenditures:</b>    | <b>0</b> |

**TIF Sp. Rev. Fund Cash Balance as of 06-30-2025:** 0 0 **Amount of 06-30-2025 Cash Balance Restricted for LMI**

**TIF Taxing District Data Collection**

Local Government Name: CARROLL (14G116)  
 Urban Renewal Area: CARROLL OAKPARK URBAN RENEWAL (14022)  
 TIF Taxing District Name: CARROLL CITY/CARROLL SCH/OAKPARK OAKTF UR TIF INCREM  
 TIF Taxing District Inc. Number: 140174  
 TIF Taxing District Base Year: 2007  
 FY TIF Revenue First Received: 2010  
 Subject to a Statutory end date? Yes  
 Fiscal year this TIF Taxing District statutorily ends: 2029

| UR Designation       |         |
|----------------------|---------|
| Slum                 | No      |
| Blighted             | No      |
| Economic Development | 09/2007 |

**TIF Taxing District Value by Class - 1/1/2023 for FY 2025**

|                   | Agricultural | Residential | Commercial | Industrial | Other | Military | Total | Gas/Electric Utility | Total |
|-------------------|--------------|-------------|------------|------------|-------|----------|-------|----------------------|-------|
| Assessed          | 0            | 0           | 0          | 0          | 0     | 0        | 0     | 0                    | 0     |
| Taxable           | 0            | 0           | 0          | 0          | 0     | 0        | 0     | 0                    | 0     |
| Homestead Credits |              |             |            |            |       |          |       |                      | 0     |

|                  | Frozen Base Value | Max Increment Value | Increment Used | Increment Not Used | Increment Revenue Not Used |
|------------------|-------------------|---------------------|----------------|--------------------|----------------------------|
| Fiscal Year 2025 | 7,400             | 0                   | 0              | 0                  | 0                          |

FY 2025 TIF Revenue Received: 0

### Urban Renewal Area Data Collection

Local Government Name: CARROLL (14G116)  
 Urban Renewal Area: CARROLL WESTFIELD URBAN RENEWAL  
 UR Area Number: 14023

UR Area Creation Date: 05/2007

UR Area Purpose: To foster economic development in the area through public improvements including sewer, water and street improvements

| Tax Districts within this Urban Renewal Area           | Base No. | Increment No. | Increment Value Used |
|--------------------------------------------------------|----------|---------------|----------------------|
| CARROLL CITY/CARROLL SCH/WESTFIELD WESTF UR TIF INCREM | 140175   | 140176        | 2,355,278            |

### Urban Renewal Area Value by Class - 1/1/2023 for FY 2025

|                   | Agricultural | Residential | Commercial | Industrial | Other | Military | Total      | Gas/Electric Utility | Total      |
|-------------------|--------------|-------------|------------|------------|-------|----------|------------|----------------------|------------|
| Assessed          | 0            | 0           | 17,547,780 | 0          | 0     | 0        | 17,547,780 | 0                    | 17,547,780 |
| Taxable           | 0            | 0           | 15,408,635 | 0          | 0     | 0        | 15,408,635 | 0                    | 15,408,635 |
| Homestead Credits |              |             |            |            |       |          |            |                      | 0          |

**TIF Sp. Rev. Fund Cash Balance as of 07-01-2024:** **47,180** **0** **Amount of 07-01-2024 Cash Balance Restricted for LMI**

|                                 |               |
|---------------------------------|---------------|
| TIF Revenue:                    | 57,294        |
| TIF Sp. Revenue Fund Interest:  | 1,993         |
| Property Tax Replacement Claims | 0             |
| Asset Sales & Loan Repayments:  | 0             |
| <b>Total Revenue:</b>           | <b>59,287</b> |

|                               |               |
|-------------------------------|---------------|
| Rebate Expenditures:          | 0             |
| Non-Rebate Expenditures:      | 57,465        |
| Returned to County Treasurer: | 0             |
| <b>Total Expenditures:</b>    | <b>57,465</b> |

**TIF Sp. Rev. Fund Cash Balance as of 06-30-2025:** **49,002** **0** **Amount of 06-30-2025 Cash Balance Restricted for LMI**

## Projects For CARROLL WESTFIELD URBAN RENEWAL

### New office building for BTC, Inc.

|                      |                                           |
|----------------------|-------------------------------------------|
| Description:         | New office building for BTC, Inc. dba WIN |
| Classification:      | Commercial - office properties            |
| Physically Complete: | Yes                                       |
| Payments Complete:   | No                                        |

## Debts/Obligations For CARROLL WESTFIELD URBAN RENEWAL

### BTC, Inc. TIF Rebate Agreement

|                        |            |
|------------------------|------------|
| Debt/Obligation Type:  | Rebates    |
| Principal:             | 114,929    |
| Interest:              | 0          |
| Total:                 | 114,929    |
| Annual Appropriation?: | Yes        |
| Date Incurred:         | 11/14/2022 |
| FY of Last Payment:    | 2026       |

## Non-Rebates For CARROLL WESTFIELD URBAN RENEWAL

|                         |                                   |
|-------------------------|-----------------------------------|
| TIF Expenditure Amount: | 57,465                            |
| Tied To Debt:           | BTC, Inc. TIF Rebate Agreement    |
| Tied To Project:        | New office building for BTC, Inc. |

## Rebates For CARROLL WESTFIELD URBAN RENEWAL

### 1780 Kittyhawk Avenue

|                               |                                   |
|-------------------------------|-----------------------------------|
| TIF Expenditure Amount:       | 0                                 |
| Rebate Paid To:               | BTC, Inc. dba WIN                 |
| Tied To Debt:                 | BTC, Inc. TIF Rebate Agreement    |
| Tied To Project:              | New office building for BTC, Inc. |
| Projected Final FY of Rebate: | 2026                              |

## Jobs For CARROLL WESTFIELD URBAN RENEWAL

|                                                |                                     |
|------------------------------------------------|-------------------------------------|
| Project:                                       | New office building for BTC, Inc.   |
| Company Name:                                  | BTC, Inc. dba Western Iowa Networks |
| Date Agreement Began:                          | 10/12/2020                          |
| Date Agreement Ends:                           | 06/01/2026                          |
| Number of Jobs Created or Retained:            | 23                                  |
| Total Annual Wages of Required Jobs:           | 0                                   |
| Total Estimated Private Capital Investment:    | 8,200,000                           |
| Total Estimated Cost of Public Infrastructure: | 200,000                             |



## ◆ Annual Urban Renewal Report, Fiscal Year 2024 - 2025

The development agreement does not require a specific annual wage amount as part of the jobs requirement.

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Sum of Private Investment Made Within This Urban Renewal Area  
during FY 2025

0

### TIF Taxing District Data Collection

Local Government Name: CARROLL (14G116)  
 Urban Renewal Area: CARROLL WESTFIELD URBAN RENEWAL (14023)  
 TIF Taxing District Name: CARROLL CITY/CARROLL SCH/WESTFIELD WESTF UR TIF INCREM  
 TIF Taxing District Inc. Number: 140176  
 TIF Taxing District Base Year: 2007  
 FY TIF Revenue First Received: 2010  
 Subject to a Statutory end date? Yes  
 Fiscal year this TIF Taxing District statutorily ends: 2029

| UR Designation       |         |
|----------------------|---------|
| Slum                 | No      |
| Blighted             | No      |
| Economic Development | 05/2007 |

### TIF Taxing District Value by Class - 1/1/2023 for FY 2025

|                   | Agricultural | Residential | Commercial | Industrial | Other | Military | Total      | Gas/Electric Utility | Total      |
|-------------------|--------------|-------------|------------|------------|-------|----------|------------|----------------------|------------|
| Assessed          | 0            | 0           | 17,547,780 | 0          | 0     | 0        | 17,547,780 | 0                    | 17,547,780 |
| Taxable           | 0            | 0           | 15,408,635 | 0          | 0     | 0        | 15,408,635 | 0                    | 15,408,635 |
| Homestead Credits |              |             |            |            |       |          |            |                      | 0          |

|                  | Frozen Base Value | Max Increment Value | Increment Used | Increment Not Used | Increment Revenue Not Used |
|------------------|-------------------|---------------------|----------------|--------------------|----------------------------|
| Fiscal Year 2025 | 27,770            | 15,408,635          | 2,355,278      | 13,053,357         | 317,536                    |

FY 2025 TIF Revenue Received: 57,294

## ▲ Annual Urban Renewal Report, Fiscal Year 2024 - 2025

### Urban Renewal Area Data Collection

Local Government Name: CARROLL (14G116)  
 Urban Renewal Area: CARROLL ACE BUILDERS URBAN RENEWAL  
 UR Area Number: 14024

UR Area Creation Date: 05/2008

UR Area Purpose: to foster economic development  
 through public improvements  
 including water main and sanitary  
 sewer installation

### Tax Districts within this Urban Renewal Area

|                                                           | Base<br>No. | Increment<br>No. | Increment<br>Value<br>Used |
|-----------------------------------------------------------|-------------|------------------|----------------------------|
| CARROLL CITY/CARROLL SCH/ACE BUILDERS ACETF UR TIF INCREM | 140179      | 140180           | 0                          |

### Urban Renewal Area Value by Class - 1/1/2023 for FY 2025

|                   | Agricultural | Residential | Commercial | Industrial | Other | Military | Total | Gas/Electric Utility | Total |
|-------------------|--------------|-------------|------------|------------|-------|----------|-------|----------------------|-------|
| Assessed          | 0            | 0           | 0          | 0          | 0     | 0        | 0     | 0                    | 0     |
| Taxable           | 0            | 0           | 0          | 0          | 0     | 0        | 0     | 0                    | 0     |
| Homestead Credits |              |             |            |            |       |          |       |                      | 0     |

**TIF Sp. Rev. Fund Cash Balance as of 07-01-2024:** 0 0 **Amount of 07-01-2024 Cash Balance Restricted for LMI**

TIF Revenue: 0  
 TIF Sp. Revenue Fund Interest: 0  
 Property Tax Replacement Claims 0  
 Asset Sales & Loan Repayments: 0  
**Total Revenue:** 0

Rebate Expenditures: 0  
 Non-Rebate Expenditures: 0  
 Returned to County Treasurer: 0  
**Total Expenditures:** 0

**TIF Sp. Rev. Fund Cash Balance as of 06-30-2025:** 0 0 **Amount of 06-30-2025 Cash Balance Restricted for LMI**

### TIF Taxing District Data Collection

Local Government Name: CARROLL (14G116)  
 Urban Renewal Area: CARROLL ACE BUILDERS URBAN RENEWAL (14024)  
 TIF Taxing District Name: CARROLL CITY/CARROLL SCH/ACE BUILDERS ACETF UR TIF INCREM  
 TIF Taxing District Inc. Number: 140180  
 TIF Taxing District Base Year: 2007  
 FY TIF Revenue First Received: 2010  
 Subject to a Statutory end date? Yes  
 Fiscal year this TIF Taxing District statutorily ends: 2029

| UR Designation       |         |
|----------------------|---------|
| Slum                 | No      |
| Blighted             | No      |
| Economic Development | 05/2008 |

### TIF Taxing District Value by Class - 1/1/2023 for FY 2025

|                   | Agricultural | Residential | Commercial | Industrial | Other | Military | Total | Gas/Electric Utility | Total |
|-------------------|--------------|-------------|------------|------------|-------|----------|-------|----------------------|-------|
| Assessed          | 0            | 0           | 0          | 0          | 0     | 0        | 0     | 0                    | 0     |
| Taxable           | 0            | 0           | 0          | 0          | 0     | 0        | 0     | 0                    | 0     |
| Homestead Credits |              |             |            |            |       |          |       |                      | 0     |

|                  | Frozen Base Value | Max Increment Value | Increment Used | Increment Not Used | Increment Revenue Not Used |
|------------------|-------------------|---------------------|----------------|--------------------|----------------------------|
| Fiscal Year 2025 | 64,635            | 0                   | 0              | 0                  | 0                          |

FY 2025 TIF Revenue Received: 0

### Urban Renewal Area Data Collection

Local Government Name: CARROLL (14G116)  
 Urban Renewal Area: CARROLL CITY/CARROLL SCH/ROLLING HILLS UR  
 UR Area Number: 14286

UR Area Creation Date: 08/2018

UR Area Purpose: economic development area for the  
 provision of public improvements  
 related to housing and residential  
 development

| Tax Districts within this Urban Renewal Area     | Base<br>No. | Increment<br>No. | Increment<br>Value<br>Used |
|--------------------------------------------------|-------------|------------------|----------------------------|
| CARROLL CITY/CARROLL SCH/ROLLING HILLS/INCREMENT | 140286      | 140285           | 1,086,050                  |

### Urban Renewal Area Value by Class - 1/1/2023 for FY 2025

|                   | Agricultural | Residential | Commercial | Industrial | Other | Military | Total     | Gas/Electric Utility | Total     |
|-------------------|--------------|-------------|------------|------------|-------|----------|-----------|----------------------|-----------|
| Assessed          | 0            | 2,387,220   | 0          | 0          | 0     | -4,000   | 2,366,970 | 0                    | 2,366,970 |
| Taxable           | 0            | 1,106,300   | 0          | 0          | 0     | -4,000   | 1,086,050 | 0                    | 1,086,050 |
| Homestead Credits |              |             |            |            |       |          |           |                      | 6         |

|                                                             |               |               |                                                                 |
|-------------------------------------------------------------|---------------|---------------|-----------------------------------------------------------------|
| <b>TIF Sp. Rev. Fund Cash Balance<br/>as of 07-01-2024:</b> | <b>6,656</b>  | <b>6,293</b>  | <b>Amount of 07-01-2024 Cash Balance<br/>Restricted for LMI</b> |
| TIF Revenue:                                                | 26,421        |               |                                                                 |
| TIF Sp. Revenue Fund Interest:                              | 725           |               |                                                                 |
| Property Tax Replacement Claims                             | 0             |               |                                                                 |
| Asset Sales & Loan Repayments:                              | 0             |               |                                                                 |
| <b>Total Revenue:</b>                                       | <b>27,146</b> |               |                                                                 |
| Rebate Expenditures:                                        | 16,745        |               |                                                                 |
| Non-Rebate Expenditures:                                    | 0             |               |                                                                 |
| Returned to County Treasurer:                               | 0             |               |                                                                 |
| <b>Total Expenditures:</b>                                  | <b>16,745</b> |               |                                                                 |
| <b>TIF Sp. Rev. Fund Cash Balance<br/>as of 06-30-2025:</b> | <b>17,057</b> | <b>15,968</b> | <b>Amount of 06-30-2025 Cash Balance<br/>Restricted for LMI</b> |

**Projects For CARROLL CITY/CARROLL SCH/ROLLING HILLS UR**

**Administrative expenses**

|                      |                                                                              |
|----------------------|------------------------------------------------------------------------------|
| Description:         | Administrative expenses to setup and amend the URP and development agreement |
| Classification:      | Administrative expenses                                                      |
| Physically Complete: | Yes                                                                          |
| Payments Complete:   | No                                                                           |

**Rolling Hills South Condo Residential Development**

|                      |                                                 |
|----------------------|-------------------------------------------------|
| Description:         | Development Agreement with 704 Development Corp |
| Classification:      | Residential property (classified residential)   |
| Physically Complete: | Yes                                             |
| Payments Complete:   | No                                              |

## Debts/Obligations For CARROLL CITY/CARROLL SCH/ROLLING HILLS UR

### Administrative expenses

|                        |                |
|------------------------|----------------|
| Debt/Obligation Type:  | Internal Loans |
| Principal:             | 8,498          |
| Interest:              | 0              |
| Total:                 | 8,498          |
| Annual Appropriation?: | No             |
| Date Incurred:         | 11/28/2022     |
| FY of Last Payment:    | 2033           |

### 704 Development Corp. TIF Rebate Agreement

|                        |            |
|------------------------|------------|
| Debt/Obligation Type:  | Rebates    |
| Principal:             | 61,109     |
| Interest:              | 0          |
| Total:                 | 61,109     |
| Annual Appropriation?: | Yes        |
| Date Incurred:         | 11/28/2022 |
| FY of Last Payment:    | 2033       |

### LMI Set Aside Debt

|                        |                                     |
|------------------------|-------------------------------------|
| Debt/Obligation Type:  | Outstanding LMI Housing Obligations |
| Principal:             | 15,968                              |
| Interest:              | 0                                   |
| Total:                 | 15,968                              |
| Annual Appropriation?: | No                                  |
| Date Incurred:         | 11/28/2022                          |
| FY of Last Payment:    | 2033                                |

**Rebates For CARROLL CITY/CARROLL SCH/ROLLING HILLS UR**

**Rolling Hills South Condominiums**

|                               |                                                      |
|-------------------------------|------------------------------------------------------|
| TIF Expenditure Amount:       | 16,745                                               |
| Rebate Paid To:               | 704 Development Corp.                                |
| Tied To Debt:                 | 704 Development Corp. TIF<br>Rebate Agreement        |
| Tied To Project:              | Rolling Hills South Condo<br>Residential Development |
| Projected Final FY of Rebate: | 2033                                                 |



# Income Housing For CARROLL CITY/CARROLL SCH/ROLLING HILLS UR

Amount of FY 2025 expenditures that provide or aid in the provision of public improvements related to housing and residential development: 16,745

|                                                                                                                                                                      |   |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|
| Lots for low and moderate income housing:                                                                                                                            | 0 |
| Construction of low and moderate income housing:                                                                                                                     | 0 |
| Grants, credits or other direct assistance to low and moderate income families:                                                                                      | 0 |
| Payments to a low and moderate income housing fund established by the municipality, including matching funds for any state or federal moneys used for such purposes: | 0 |
| Other low and moderate income housing assistance:                                                                                                                    | 0 |

### TIF Taxing District Data Collection

Local Government Name: CARROLL (14G116)  
 Urban Renewal Area: CARROLL CITY/CARROLL SCH/ROLLING HILLS UR (14286)  
 TIF Taxing District Name: CARROLL CITY/CARROLL SCH/ROLLING HILLS/INCREMENT  
 TIF Taxing District Inc. Number: 140285  
 TIF Taxing District Base Year: 2021  
 FY TIF Revenue First Received:  
 Subject to a Statutory end date? No

| UR Designation       |    |
|----------------------|----|
| Slum                 | No |
| Blighted             | No |
| Economic Development | No |

### TIF Taxing District Value by Class - 1/1/2023 for FY 2025

|                   | Agricultural | Residential | Commercial | Industrial | Other | Military | Total     | Gas/Electric Utility | Total     |
|-------------------|--------------|-------------|------------|------------|-------|----------|-----------|----------------------|-----------|
| Assessed          | 0            | 2,387,220   | 0          | 0          | 0     | -4,000   | 2,366,970 | 0                    | 2,366,970 |
| Taxable           | 0            | 1,106,300   | 0          | 0          | 0     | -4,000   | 1,086,050 | 0                    | 1,086,050 |
| Homestead Credits |              |             |            |            |       |          |           |                      | 6         |

|                  | Frozen Base Value | Max Increment Value | Increment Used | Increment Not Used | Increment Revenue Not Used |
|------------------|-------------------|---------------------|----------------|--------------------|----------------------------|
| Fiscal Year 2025 | 12,890            | 1,086,050           | 1,086,050      | 0                  | 0                          |

FY 2025 TIF Revenue Received: 26,421

# City of Carroll

627 N. Adams Street

Carroll, Iowa 51401

(712) 792-1000

FAX: (712) 792-0139

**MEMO TO:** Aaron Kooiker, City Manager *AK*  
**FROM:** Laura A. Schaefer, Finance Director/City Clerk *las*  
**DATE:** November 5, 2025  
**SUBJECT:** City Street Finance Report for Fiscal Year 2024 - 2025

Attached is the Annual City Street Finance Report that is required to be filed by December 1, 2025. The report contains information for street related activities that occurred during Fiscal Year 2025.

The report pages are as follows:

1. Pages 1 & 2 - Expenses by fund and category
2. Page 3 – Revenues by fund and category
3. Page 4 – Street related debt
4. Page 5 – Listing of equipment used on street related activities
5. Page 6 – Street projects that were completed in FY 2025
6. Page 7 – Summary of the street related financial information

**RECOMMENDATION:** Council approval of the City Street Finance Report for Fiscal Year 2024 - 2025.



Bureau of Local Systems  
Ames, IA 50010

## City Street Finance Report

Fiscal Year 2025

Carroll

10/27/2025 11:56:10 AM

### Expenses

|                                  | General<br>Fund<br>Streets<br>(001) | Road<br>Use<br>(110) | Other<br>Special<br>Revenues | Debt<br>Service<br>(200) | Capital<br>Projects<br>(300) | Utilities<br>(600 & U0) | Grand<br>Total |
|----------------------------------|-------------------------------------|----------------------|------------------------------|--------------------------|------------------------------|-------------------------|----------------|
| Salaries - Roads/Streets         | \$9,502                             | \$327,401            |                              |                          |                              |                         | \$336,903      |
| Benefits - Roads/Streets         | \$1,592                             | \$103,196            |                              |                          |                              |                         | \$104,788      |
| Operational Equipment<br>Repair  |                                     | \$24,163             |                              |                          |                              |                         | \$24,163       |
| Other Utilities                  |                                     | \$2,528              |                              |                          |                              |                         | \$2,528        |
| Other Contract Services          |                                     | \$116,508            |                              |                          |                              |                         | \$116,508      |
| Operating Supplies               | \$12,787                            | \$167,687            |                              |                          |                              |                         | \$180,474      |
| Replacement Posts &<br>Signs     |                                     | \$48,473             |                              |                          |                              |                         | \$48,473       |
| Heavy Equipment                  |                                     | \$375,920            |                              |                          |                              |                         | \$375,920      |
| Other Capital Equipment          |                                     | \$11,877             |                              |                          |                              |                         | \$11,877       |
| Buildings                        |                                     |                      |                              |                          | \$17,765                     |                         | \$17,765       |
| Street - Capacity<br>Improvement |                                     |                      |                              |                          | \$1,508,580                  |                         | \$1,508,580    |
| Street - Preservation            |                                     |                      |                              |                          | \$2,157,259                  |                         | \$2,157,259    |
| Street - Safety/<br>Environment  |                                     |                      |                              |                          | \$7,280                      |                         | \$7,280        |
| Principal Payment                |                                     |                      |                              | \$90,350                 |                              |                         | \$90,350       |
| Interest Payment                 |                                     |                      |                              | \$55,873                 |                              |                         | \$55,873       |
| Bond Registration Fees           |                                     |                      |                              | \$717                    |                              |                         | \$717          |
| Transfer Out                     | \$50,000                            |                      | \$413,505                    |                          |                              |                         | \$463,505      |



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## City Street Finance Report

Fiscal Year 2025

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|                       | General<br>Fund<br>Streets<br>(001) | Road<br>Use<br>(110) | Other<br>Special<br>Revenues | Debt<br>Service<br>(200) | Capital<br>Projects<br>(300) | Utilities<br>(600 & U0) | Grand<br>Total |
|-----------------------|-------------------------------------|----------------------|------------------------------|--------------------------|------------------------------|-------------------------|----------------|
| Street Lighting       | \$174,957                           |                      |                              |                          |                              |                         | \$174,957      |
| Snow Removal          |                                     | \$58,614             |                              |                          |                              |                         | \$58,614       |
| Street Cleaning       |                                     | \$13,886             |                              |                          |                              |                         | \$13,886       |
| Snow Removal Salaries |                                     | \$49,721             |                              |                          |                              |                         | \$49,721       |
| Snow Removal Benefits |                                     | \$8,320              |                              |                          |                              |                         | \$8,320        |
| <b>Total</b>          | \$248,838                           | \$1,308,294          | \$413,505                    | \$146,940                | \$3,690,884                  |                         | \$5,808,461    |



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## City Street Finance Report

Fiscal Year 2025

Carroll

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### Revenue

|                                    | General<br>Fund<br>Streets<br>(001) | Road<br>Use<br>(110) | Other<br>Special<br>Revenues | Debt<br>Service<br>(200) | Capital<br>Projects<br>(300) | Utilities<br>(600 & U0) | Grand<br>Total     |
|------------------------------------|-------------------------------------|----------------------|------------------------------|--------------------------|------------------------------|-------------------------|--------------------|
| Levied on Property                 | \$225,095                           |                      | \$113,505                    | \$114,849                |                              |                         | \$453,449          |
| TIF Revenues                       |                                     |                      |                              | \$32,091                 |                              |                         | \$32,091           |
| Other Taxes (Hotel, LOST)          |                                     |                      | \$300,000                    |                          |                              |                         | \$300,000          |
| Interest                           |                                     |                      |                              |                          | \$80,921                     |                         | \$80,921           |
| State Revenues - Road<br>Use Taxes |                                     | \$1,465,781          |                              |                          |                              |                         | \$1,465,781        |
| Charges/fees                       | \$22,336                            | \$7,071              |                              |                          | \$10,583                     | \$0                     | \$39,990           |
| Assessments                        |                                     |                      |                              |                          | \$22,168                     |                         | \$22,168           |
| Contributions                      |                                     | \$1,000              |                              |                          |                              |                         | \$1,000            |
| Fuel Tax Refund                    | \$1,407                             |                      |                              |                          |                              |                         | \$1,407            |
| Sale of Property &<br>Merchandise  |                                     | \$181                |                              |                          |                              |                         | \$181              |
| Sale of Assests                    |                                     | \$55,000             |                              |                          |                              |                         | \$55,000           |
| Proceeds from Debt                 |                                     |                      |                              |                          | \$1,576,378                  |                         | \$1,576,378        |
| Transfer In                        |                                     | \$113,505            |                              |                          | \$350,000                    |                         | \$463,505          |
| <b>Total</b>                       | <b>\$248,838</b>                    | <b>\$1,642,538</b>   | <b>\$413,505</b>             | <b>\$146,940</b>         | <b>\$2,040,050</b>           | <b>\$0</b>              | <b>\$4,491,871</b> |



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## City Street Finance Report

Fiscal Year 2025

Carroll

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### Bonds/Loans

| Bond/Loan Description                 | Principal Balance As of 7/1 | Total Principal Paid | Total Interest Paid | Principal Roads | Interest Roads | Principal Balance As of 6/30 |
|---------------------------------------|-----------------------------|----------------------|---------------------|-----------------|----------------|------------------------------|
| Street Rehab 2019 (2020A GO Issuance) | \$725,000                   | \$130,000            | \$34,650            | \$90,350        | \$24,082       | \$595,000                    |
| GO UR Bond 2024B (CSB Street Rehab)   | \$1,555,000                 | \$0                  | \$31,791            | \$0             | \$31,791       | \$1,555,000                  |
| <b>Total</b>                          | \$2,280,000                 | \$130,000            | \$66,441            | \$90,350        | \$55,873       | \$2,150,000                  |



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## City Street Finance Report

Fiscal Year 2025

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### Equipment

| Description                                              | Model Year | Usage Type | Cost      | Purchased Status |
|----------------------------------------------------------|------------|------------|-----------|------------------|
| 410J John Deere Tractor Loader-Backhoe #34               | 2010       | Purchased  | \$85,500  | No Change        |
| KM8000 Hot Box/Reclaimer                                 | 2008       | Purchased  | \$25,900  | No Change        |
| International 7400 Dump Truck #28                        | 2012       | Purchased  | \$119,219 | No Change        |
| Husqvarna Concrete Saw                                   | 2021       | Purchased  | \$31,495  | No Change        |
| John Deere 330G Skid Steer, Front-Wheel Drive Loader #31 | 2021       | Purchased  | \$57,700  | No Change        |
| JD670B Motor Grader #32                                  | 1987       | Purchased  | \$65,000  | No Change        |
| International 4300 Dump Truck #29                        | 2006       | Purchased  | \$88,447  | No Change        |
| Elgin Pelican Street Sweeper #35                         | 2015       | Purchased  | \$186,700 | Sold             |
| RAM Pickup Truck #22                                     | 2014       | Purchased  | \$25,723  | No Change        |
| Ram 1500 Pickup Truck #20                                | 2018       | Purchased  | \$21,799  | No Change        |
| International HV507 Dump Truck #24                       | 2019       | Purchased  | \$135,941 | No Change        |
| Olympian DP100PI Generator #200                          | 1999       | Purchased  | \$26,476  | No Change        |
| International Med Duty Truck #27                         | 2018       | Purchased  | \$149,410 | No Change        |
| Essick V30-3EH Roller, Steel Drum                        | 1996       | Purchased  | \$8,200   | No Change        |
| 7400 International Dump Truck #26                        | 2012       | Purchased  | \$100,000 | No Change        |
| International 7300 Dump Truck #23                        | 2008       | Purchased  | \$95,710  | No Change        |
| Sullair - 185DPQCA Air Compressor #205                   | 2000       | Purchased  | \$13,500  | No Change        |
| Ford Truck, Aerial #36                                   | 2014       | Purchased  | \$117,200 | No Change        |
| Binford - TV1200DPR Roller, Steel Drum                   | 2000       | Purchased  | \$22,800  | No Change        |
| Case 721F Loader, Wheel #33                              | 2015       | Purchased  | \$145,000 | No Change        |
| Elgin Pelican Street Sweeper                             | 2025       | Purchased  | \$303,685 | New              |

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## City Street Finance Report

Fiscal Year 2025

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### Street Projects

| Project Description                                | Contract Price | Final Price | Contractor Name        |
|----------------------------------------------------|----------------|-------------|------------------------|
| Adams Street Reconstruction Hwy 30 to 13th Street  | \$3,550,680    | \$3,572,176 | Rasch Construction     |
| CBD Resurfacing in the Downtown Urban Renewal Area | \$1,794,720    | \$2,102,056 | Ten Point Construction |



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## City Street Finance Report

Fiscal Year 2025

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### Summary

|                       | General<br>Fund<br>Streets<br>(001) | Road<br>Use<br>(110) | Other<br>Special<br>Revenues | Debt<br>Service<br>(200) | Capital<br>Projects<br>(300) | Utilities<br>(600 & U0) | Grand<br>Total |
|-----------------------|-------------------------------------|----------------------|------------------------------|--------------------------|------------------------------|-------------------------|----------------|
| Begining Balance      | \$0                                 | \$4,248,857          | \$0                          | \$0                      | \$3,743,646                  | \$0                     | \$7,992,503    |
| SubTotal Expenses (-) | \$198,838                           | \$1,308,294          |                              | \$146,940                | \$3,690,884                  |                         | \$5,344,956    |
| Transfers Out (-)     | \$50,000                            |                      | \$413,505                    |                          |                              |                         | \$463,505      |
| Subtotal Revenues (+) | \$248,838                           | \$1,529,033          | \$413,505                    | \$146,940                | \$1,690,050                  | \$0                     | \$4,028,366    |
| Transfers In (+)      |                                     | \$113,505            |                              |                          | \$350,000                    |                         | \$463,505      |
| Ending Balance        | \$0                                 | \$4,583,101          | \$0                          | \$0                      | \$2,092,812                  | \$0                     | \$6,675,913    |

Resolution Number:

Execution Date:

Signature:

Carroll Historic Preservation Commission

City of Carroll

City Hall Board Room

Wednesday, May 7, 2025

Meeting called to order at 4:45 by Vicki Gach. Members present: Vicki Gach, Tim Fitzpatrick, Denis Bormann, Carolyn Siemann, Linda Van Gilder, and Kathy Hansen by phone at 4:58 p.m.

1. Approval of Minutes from January 22, 2025, reviewed and approved. Motion made by Bormann, seconded by Fitzpatrick. All present voted Aye. Motion carried.
2. Band shell fundraising. Current total is \$120, 731.85. Everyone agreed that the effort was successful!
3. Donor Boards. Members have choice of two types of boards – Gold \$275 or Silver \$2500 (aluminum outdoor plaque). Motion made to accept gold type by Fitzpatrick, seconded by Van Gilder.
4. 2025 projects. Cemetery fence painting. Funding source for soda blasting/cleaning. Vicki talked to Chad Tiemeyer and said we hope to do 25 sections this year and 25 in 2026.
5. Cemetery museum cleaning. Wednesday, May 14, at 10:00 a.m. Please review schedule for your month to clean after that.
6. Other business. AnneMar Open House on Friday, May 16. Vicki presented an overview of the remodeling project. Discuss at fall meeting presenting a Historical Character Walk in the downtown area. Possibly partner with the Chamber of Commerce and do in Fall.
7. Adjournment of Meeting. Motion made by Hansen, seconded by Van Gilder. All present voted Aye.
8. Next meeting on October 22, 2025, at 5:00 p.m. at the City Hall board room.

Respectfully submitted,

Tim Fitzpatrick, Secretary

## CARROLL AIRPORT COMMISSION

### Regular Meeting

The regular meeting of the Carroll Airport Commission was held on Monday, October 13, 2025, at the Arthur Neu Airport. Commission members in attendance were Norman Hutcheson, Greg Siemann and Dick Fulton. Kevin Wittrock attended via phone. Also attending were Don Mensen, airport manager and Carol Schoeppner, recording secretary. Gene Vincent did not attend. Chairman Hutcheson conducted the 5:30 P.M. meeting.

### MINUTES

The minutes from the previous meeting were reviewed by the Commission. A motion by Comm. Siemann and seconded by Comm. Fulton was made to approve the minutes. All present voted aye. Comm. Wittrock voted aye via phone. Nays: None Absent: Gene Vincent Abstain: None. Motion carried 4/0.

### WETLANDS/DEPARTMENT OF AGRICULTURE

Comm. Siemann reported he needed more information on the wetland project by the Department of Agriculture as to why the Commission needed to approve this wetland project. The Commission discussed surface water run off and waterfowl migration.

### AIRPORT CONSULTANT

The five year engineering contract is due in December with McClure Engineering Company. Comm. Siemann will contract Mr. Pete Crawford for a Master Services Agreement with McClure Engineering Co. to provide engineering services for development projects at the Arthur Neu Airport.

### TOPICS DISCUSSED:

Pemble Tile will be replacing some of the drainage tiles.

Yearly IPAA meeting April 2026.

Raccoon Valley Electric Company issued a "Capital Credit Refund" of \$476.45 which was applied to the September electric bill.

Crop out.

Waiting on Badding Construction to repair taxiway 21.

The following bills were presented to the Carroll Airport Commission for approval;

|                         |                      |             |
|-------------------------|----------------------|-------------|
| Carroll Aviation        | contract             | \$ 7,485.00 |
| Westmor Fluid Solutions | fuel delivery repair | 892.10      |
| Haley Equipment         | equipment repair     | 197.00      |
| Pemble Tiling           | tile repair          | 394.50      |
| Triple A Seeds          | lawn seed            | 112.50      |
| Carroll County          | mower gas            | 43.40       |
| Drees Co/Ecowater       | Softner/repair       | 2,391.00    |
| Wittrock Motor          | September car rental | 550.00      |
| Drees Co/Ecowater       | water                | 42.00       |
| Raccoon Valley Electric | September electric   | 565.67      |
| Carroll Refuse          | September garbage    | 68.83       |
| Carol Schoeppner        | secretary contract   | 350.00      |

A motion by Comm. Siemann and seconded by Comm. Fulton was made to approve the bills as presented to the Carroll Airport Commission. All present voted aye and Comm. Wittrock voted aye via phone. Nays: None Absent: Gene Vincent. Abstain: None. Motion carried 4/0.

There being no further business, a motion by Comm. Fulton and seconded by Comm. Siemann was made to adjourn at 5:56 P.M.. All present voted aye and Comm. Wittrock voted aye per phone. Nays: None Absent: Gene Vincent Abstain: None. Motion carried 4/0.

The next regular meeting of the Carroll Airport Commission will be Monday, November 10, 2025 at the Arthur Neu Airport.

---

Chairman/Vice-Chairman

ATTEST:

---

CARROLL AIRPORT COMMISSION

Regular Meeting

Monday, November 10, 2025

5:30 P.M.

Arthur Neu Airport

AGENDA

Approve previous meeting minutes

21 Taxiway Repair

Farm Report

Airport Consultant

New Business

Approve monthly bills

Library Board Minutes  
October 20, 2025

The Carroll Board of Trustees met in the Community Room at the Carroll Public Library. Trustees present: Julie Perkins, Brenda Hogue, Marsha Nuckels, Keith Cook, Ralph von Qualen, and Summer Parrott. Lisa Auen attended via Zoom. Trustees absent: Dale Schmidt and Wes Treadway. Also present: Director Wendy Johnson.

Parrott called the meeting to order at 5:15pm. It was moved by von Qualen and seconded by Auen to approve the agenda. All voted aye. Nays: None. Abstain: None. Absent: Schmidt and Treadway. Motion passed 7-0. Johnson introduced the new Program Specialist Luke Mattingly (moved from new business).

Minutes Approval: It was moved by Cook to approve the minutes from September 18<sup>th</sup> with the addition of Lisa Auen being added to the trustees present. The motion was seconded by Nuckels. All voted aye. Nays: None. Abstain: None. Absent: Schmidt and Treadway. Motion passed 7-0.

Financials/Approval of bills: Hogue motioned to approve the bills as presented. The motion was seconded by Nuckels. All voted aye. Nays: None. Abstain: None. Absent: Schmidt and Treadway. Motion passed 7-0.

Public Comment: none

Director's Report: Johnson reviewed the directors' report; some highlights include Mattingly has started as the new Program Specialist; staff reviews are underway, and the ILA conference attended by staff was a great experience. Johnson led a class on Succession Planning that was attended by 17 people. Book supplier Baker & Taylor is out of business. Johnson and staff are looking into new suppliers and reviewing the list of books that are not in yet on order with Baker & Taylor. Library staff worked with St. Anthony's Regional Hospital to create a mental health book collection and Commercial Savings Bank is looking into sponsoring 6 versus 3 virtual author talks. The previously recorded talks have had over 16,000 views. Outreach is continuing at Fairview and Adams and a moose making program is being done with Carroll Library on the Road in Breda and Templeton.

**New Business:**

Board of Trustees Vacancies for 2026: There will be 2 open trustee positions in 2026. Please send referrals for new members to Johnson.

FY26 Budget Preparation and Discussion: No action needed; Johnson advised the Board that the staff is in the process of reviewing periodical usage to determine renewal options.

Job Descriptions: Johnson went over some updates made to the job descriptions for the adult services librarian, children's librarian, and assistant director. It was moved by Parrott to approve the edits with the removal of Baker & Taylor being mentioned as book supplier. Cook seconded the motion. All voted aye. Nays: None. Abstain: None. Absent: Schmidt and Treadway. Motion passed 7-0. Auen left at 5:55pm.

**Board of Trustees Continuing Education**

Trustee Handbook Chapter 5: Approving and Monitoring Budget: Johnson went over the Trustees responsibility within the budgeting process.

**Agenda Items for Next Meeting:**

Board of Trustees Education: Trustee Handbook Chapter 6

FY26 Budget Prep Work Session

Adjourn: Cook motioned to adjourn at 6:16 pm with a second from Perkins. All voted aye. Nays: None. Abstain: None. Absent: Schmidt, Auen, and Treadway. Motion passed 6-0.

Next Regular meeting- 5:15pm November 17, 2025, at Carroll Public Library: Community Meeting Room—118 E. 5th St, Carroll, IA 51401.

Summer Parrott- President

Brenda Hogue- Secretary