



City Council Meeting

Monday, April 13, 2026 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. **Tree City USA Award 36th Year - Arbor Day Proclamation**
4. **Consent Agenda**
 - a. **Approval of Minutes of the March 23, 2026 Meetings**
 - b. **Approval of Bills and Claims**
 - c. **Licenses and Permits:**
 - Renewal of Class "C" Retail Alcohol License - *Carroll Moose Lodge #273*
 - Renewal of Class "E" Retail Alcohol License - *Walgreens #10770*
 - Renewal of Class "E" Retail Alcohol License - *Hy-Vee*
 - Temporary Outdoor Service Amendment - *Bee Kind LL (The Cupola, 519 N Main Street)*
 - New 8-month Special Class "C" Retail Alcohol License - *Sozi's Kitchen Sushi and Hibachi (227 N Carroll Street)*
 - Carroll Merchants Baseball Club
 - Resolution Allowing Carroll Merchants Baseball Club to Sell Alcoholic Beverages at Merchants Park
 - New 8-month Special Class "C" Retail Alcohol License with Outdoor Service
 - Carroll County Softball (d/b/a Robert Fasbender)
 - Resolution Allowing Carroll County Softball (d/b/a Robert Fasbender) to Sell Alcoholic Beverages at the Adult Slow Pitch Softball Fields
 - Renewal of Special Class "C" Retail Alcohol License with Outdoor Service

d. Infill Housing Incentive Application

5. 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.

6. Ordinances

- a. Carroll City Ordinance Chapter 69.08 amendment – South East Street no parking. Carroll City Ordinance Chapter 65.02 amendment – South East Street stop required**

7. Resolutions

- a. Northwest Park Shelter House - Professional Services Agreement with JEO Consulting Group, Inc.**

- Professional Services Agreement

See also item 8.b - [July 22, 2024](#) - Council Discussion: Northwest Park Shelter House and item 8.c - [August 26, 2024](#) - Bid Opening Report - Demolition and Removal of the Northwest Park Shelter House and item 7.a - [July 14, 2025](#) - Discussion and Decision on Northwest Park Shelter House

- b. Kuemper One Campus Project**

- Water Supply Service Agreement

See also item 7.a - [February 10, 2025](#) - Vacation Disposal of East Street and item 5.b - [February 23, 2026](#) - Vacation of a Portion of South East Street - Public Hearing and Ordinance Vacating a Portion of South East Street and item 6.a - [March 9, 2026](#) - Vacation of a Portion of South East Street - Adoption of Proposed Ordinance

- c. Professional Building Consultation and Review Services Agreement**

See also item 8.e - [April 14, 2025](#) - Building Department Services Agreement

- d. FY 2027 Health Insurance Renewal**

- e. FY 2026/2027 Budget**

- Public Hearing
- Resolution Adopting the Annual Budget for the Fiscal Year Ending June 30, 2027

A copy of the 2026-2027 Preliminary Budget can be found using this [link](#).

Also see item 7.c - [February 23, 2026](#) - FY 2026/2027 Proposed Property Tax Levy - Set Public Hearing Date and item 3.a - [March 23, 2026](#) - FY 2026/2027 Proposed Property Tax Levy Public Hearing

and item 9.d - [March 23, 2026](#) - FY 2026/2027 Budget - Set Public Hearing Date

8. Reports

a. 2026 Downtown Façade Improvement Grant Program

See also item 9.a - [April 22, 2024](#) - Downtown Assessment Report Recommendations
and item 7.d - [June 10, 2024](#) - Downtown Façade Grant Program
and item 10.a - [February 24, 2025](#) - 2025 Downtown Façade Improvement Grants Program

b. Downtown Art and Culture Plan Requests for Proposals

See also item 2.a - [April 2, 2024](#) - Downtown Assessment Discussion
and item 9.a - [April 22, 2024](#) - Downtown Assessment Report Recommendations
and item 8.a - [November 24, 2025](#) - Downtown Assessment Report Discussion -
Downtown Outdoor Beautification/Art Master Plan

c. Police Vehicle Purchase

9. Committee Reports (Informational Only)

10. Comments from the Mayor

11. Comments from the City Council

12. Comments from the City Manager

13. Adjourn

April Meetings:

* Airport Commission – April 13, 2026 – Airport Terminal Building - 21177 Quail Ave

* Library Board of Trustees – April 20, 2026 – Carroll Public Library – 118 E 5th St

* City Council – April 27, 2026 – City Hall – 627 N Adams St

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.

| Agenda published on 04/09/2026 at 3:11 PM



627 N Adams Street, Carroll, IA 51401

phone: (712) 792-1000 | fax: (712) 792-0139 | website: www.cityofcarroll.com

MEMO TO: Aaron Kooiker, City Manager

AK

FROM: Chad Tiemeyer, Director of Parks and Recreation

GT

DATE: April 7, 2026

SUBJECT: Tree City USA Award 36th Year- Arbor Day Proclamation

Carroll has been named a Tree City USA community by The National Arbor Day Foundation to honor its commitment to community forestry. This is the 36th year Carroll has received this recognition.

The Tree City USA program is sponsored by the National Arbor Day Foundation in cooperation with the National Association of State Foresters and the USDA Forest Service.

Carroll has met the four standards to become a Tree City USA community: a tree board or department, a tree care ordinance, a comprehensive community forestry program, and an Arbor Day observance.

Attached to this memorandum is the proclamation observing April 24, 2026, as Arbor Day in Carroll, IA.

2026 ARBOR DAY PROCLAMATION

WHEREAS, Iowa's trees were a significant attraction to early settlers because of their multiple benefits and the beautiful environment they provided; and

WHEREAS, Trees are an increasingly vital resource in Iowa, enriching our lives by purifying our air and water, helping to conserve our soil and energy, creating jobs through our forest products industries, serving us with shade for our recreation, providing our wildlife with food and shelter, and making our communities a more pleasant place to live and work, and

WHEREAS, With the cooperation of all Iowans, the benefits of trees can be passed on to future generations through tree planting and conservation of this renewable resource, and

WHEREAS, Each year, on Arbor Day - the people of Iowa pay special attention to the benefits of our trees and dedicate themselves to the planting and management of Iowa's forest resources.

NOW, THEREFORE, I, GERALD H. FLESHNER, MAYOR OF CARROLL, IOWA, DO HEREBY PROCLAIM APRIL 24, 2026 AS

ARBOR DAY

IN CARROLL, IOWA, AND URGE CITIZENS TO PARTICIPATE IN TREE PLANTING PROGRAMS THAT WILL ENSURE A GREENER CARROLL AND A GREENER IOWA AND TO NURTURE, PROTECT, AND WISELY USE IOWA'S NATURAL WONDER OF TREES.

Gerald H. Fleshner, Mayor

COUNCIL MEETING

MARCH 23, 2026

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

The Carroll City Council met in special session on this date at 5:00 p.m. in the Council Chambers, City Hall, 627 N Adams Street. Council Members present: Jason Atherton, Kyle Bauer, Jeff Cayler, LaVern Dirx, Deb Koster, and Carolyn Siemann. Absent: None. Mayor Jerry Fleshner presided.

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At 5:01 p.m. Mayor Fleshner opened a public hearing on the FY 2026/2027 Proposed Property Tax Levy. No public comments were received. Mayor Fleshner closed said public hearing at 5:08 p.m.

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It was moved by Atherton, seconded by Cayler, to adjourn at 5:08 p.m. On roll call, all present voted aye. Nays: None. Abstain: None. Absent: None. Motion carried 6-0.

Gerald H. Fleshner, Mayor

ATTEST:

Laura A. Schaefer, City Clerk

COUNCIL MEETING

MARCH 23, 2026

(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, Jeff Cayler, LaVern Dirx, Deb Koster 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.

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New Police Officer Patrisha Wolterman was introduced to Council and sworn in by Mayor Fleshner. No Council action taken.

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It was moved by Atherton, seconded by Dirx, to accept the FY 2024-2025 Annual Financial Statement Audit. Jennifer Walkup, Feldmann & Company CPAs, P.C. Manager, presented the audit report to Council. 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 Atherton, seconded by Cayler, to approve the following items on the consent agenda: a) minutes of the March 9, 2026 meeting, as written; b) bills and claims in the amount of \$764,755.07; c) Licenses and Permits: Renewal of Class “B” Retail Alcohol License – *Sparky’s One Stop #29*; and New 5-day Class “C” Retail Alcohol License – *Carroll Hy-Vee (Kuemper Ball – April 25, 2026)*; d) Mayoral appointment with Council approval of Sheri Mertz and Phil Markway to the Civil Service Commission a four-year term to expire April 1, 2029; and e) the proposal from Commercial Construction Products Co. for the replacement of two exterior doors at the Water Treatment Plant at their proposed price of \$14,146.00. 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 Cayler, to approve Resolution No. 26-28, Contract and Bond for the Twelfth Street Reconstruction Project. Area. 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 Cayler, seconded by Dirkx, to approve Resolution No. 26-29, Declaring an Official Intent Under Treasury Regulation 1.150-2 to Issue Debt to Reimburse the City for Certain Original Expenditures Paid in Connection with the Twelfth Street Reconstruction Project (Reimbursement Resolution). 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 Siemann, seconded by Cayler, to approve Resolution No. 26-30, Agreement with Snyder & Associates, Inc. for Professional Services in the amount of \$253,300 for the US 30 Traffic Signal Improvements. 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 Siemann, seconded by Bauer, to approve Resolution No. 26-31, Determining the Necessity and Setting Dates of a Consultation and a Public Hearing on a Proposed West Golfview Subdivision Urban Renewal Plan for a Proposed Urban Renewal Area in the City of Carroll, State of Iowa. On roll call: Ayes: Bauer, Cayler, Dirkx and Siemann. Nays: Atherton and Koster. Abstain: None. Absent: None. Motion carried 4-2.

It was moved by Siemann, seconded by Cayler, to approve Resolution No. 26-32, Setting the Date for a Public Hearing on the Proposal to Convey Interest in Real Property Located Within the West Golfview Subdivision Urban Renewal Area Pursuant to a Proposed Purchase, Sale, and Development Agreement with Kerkhoff Kraftsmen, Inc. and Providing for Publication of Notice Thereof. Chad Kerkhoff, Kerkhoff Kraftsmen, Inc. owner, and Mark Beardmore, Carroll resident, addressed Council on this issue. On roll call: Ayes: Bauer, Cayler, Dirkx and Siemann. Nays: Atherton and Koster. Abstain: None. Absent: None. Motion carried 4-2.

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It was moved by Koster, seconded by Cayler, to approve Resolution No. 26-33, Employment Contract for Police Officer Patrisha Wolterman. 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 Atherton, seconded by Bauer, to allocate \$100,000 from Local Option Sales Tax (LOST) collections and for the Mayor to sign on behalf of the City the Letter of Intent to Participate and the Project Assurances for the Iowa Economic Development Authority's Community Catalyst Building Remediation Program Grant for 4-Line Ranch LLC at 510 N Adams Street. Stacie Schmidt, 4-Line Ranch LLC owner, addressed Council on this issue. 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 Atherton, seconded by Bauer, to approve Change Order No. 1 to the Water System Pressure Zone Improvements Group B – Booster Station Contract at no additional cost. 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 Atherton, seconded by Cayler, to approve Change Order No. 1 to the Water System Pressure Zone Improvements Group C – Water Tower Contract at no additional cost. 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 Cayler, seconded by Bauer, to approve the proposed FY 2026-2027 budget which includes setting April 13, 2026, as the date for a public hearing on the proposed FY 2026-2027 budget and directs the City Clerk to publish said public hearing notice. 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 Atherton, seconded by Cayler, to adjourn at 6:5 p.m. On roll call, all present voted aye. Nays: None. Abstain: None. Absent: None. Motion carried 6-0.

Gerald H. Fleshner, Mayor

ATTEST:

Laura A. Schaefer, City Clerk



Carroll, IA

COUNCIL CLAIMS 04/13/2026

By Vendor Name

Payment Dates 3/24/2026 - 4/13/2026

Payable Number	Description (Item)	Payment Number	Payment Date	Amount
Vendor: 004008 - AARON KOOIKER				
INV0003151	FIN - IMMI CONFERENCE			276.95
INV0003152	FIN - LEGISLATIVE DAY DES M...			142.10
INV0003153	FIN - ACCESS WASHINGTON			298.37
Vendor 004008 - AARON KOOIKER Total:				717.42
Vendor: 001720 - ACCESS SYSTEMS				
INV1966697	RC - COPIER CONTRACT			97.18
INV1966697	FIN - COPIER CONTRACT			167.54
Vendor 001720 - ACCESS SYSTEMS Total:				264.72
Vendor: 001910 - AHLERS & COONEY P.C.				
910269	MISC EMPLOYMENT MATTERS			94.50
910433	ZIEGLER LLC DA			1,080.00
910434	WEST GOLFVIEW URP			849.00
910435	KERKHOFF KRAFTSMAN INC P...			1,245.00
910436	2026 WESTFIELD URP			849.00
910437	THIRTY LOVE LLC DA			1,809.00
Vendor 001910 - AHLERS & COONEY P.C. Total:				5,926.50
Vendor: 012650 - ALLIANT ENERGY-IES UTILIT				
INV0003176	GAS BILLS	136283	04/08/2026	201.55
INV0003176	GAS BILLS	136283	04/08/2026	547.65
INV0003176	GAS BILLS	136283	04/08/2026	788.86
INV0003176	GAS BILLS	136283	04/08/2026	302.33
INV0003176	GAS BILLS	136283	04/08/2026	133.67
INV0003176	GAS BILLS	136283	04/08/2026	166.30
INV0003176	GAS BILLS	136283	04/08/2026	5,303.99
INV0003176	GAS BILLS	136283	04/08/2026	31.30
INV0003176	GAS BILLS	136283	04/08/2026	73.18
INV0003176	GAS BILLS	136283	04/08/2026	212.52
INV0003176	GAS BILLS	136283	04/08/2026	89.45
INV0003176	GAS BILLS	136283	04/08/2026	254.66
INV0003176	GAS BILLS	136283	04/08/2026	2,330.50
Vendor 012650 - ALLIANT ENERGY-IES UTILIT Total:				10,435.96
Vendor: 002916 - AMERICAN RED CROSS				
23156402	RC - STAFF TRAINING			240.00
Vendor 002916 - AMERICAN RED CROSS Total:				240.00
Vendor: 002370 - ARNOLD MOTOR SUPPLY				
07CR018666	PARKS - DRIVE BELT RETURNED			-43.10
07NV178061	CEMETERY - GEAR OIL			8.85
07NV178392	PARKS - OIL, BELTS, DEGREAS...			192.98
07NV178510	RUT - #35 AIR FILTER			110.42
07NV178799	GC - BATTERY			124.51
INV0003181	PARKS - PARTS CREDIT			-32.27
Vendor 002370 - ARNOLD MOTOR SUPPLY Total:				361.39
Vendor: 036283 - ASCENDANCE TRUCKS MIDWEST LLC				
RA302002165.01.1	FD - DEF HEAD			40.00
XA302007523.02	RUT - CABIN AIR FILTER			34.92
XA302007577.01	RUT - #27 OIL PAN			1,161.01
Vendor 036283 - ASCENDANCE TRUCKS MIDWEST LLC Total:				1,235.93
Vendor: 001557 - ATCO INTERNATIONAL				
I0656198	GC - GREASE & GLOVES			335.30
Vendor 001557 - ATCO INTERNATIONAL Total:				335.30

COUNCIL CLAIMS 04/13/2026

Payment Dates: 3/24/2026 - 4/13/2026

Payable Number	Description (Item)	Payment Number	Payment Date	Amount
Vendor: 002520 - AUDITOR OF STATE, OFFICE OF				
INV0003120	FIN - FY 25 AUDIT FILING FEE	136263	03/25/2026	850.00
Vendor 002520 - AUDITOR OF STATE, OFFICE OF Total:				850.00
Vendor: 001943 - BAUER BUILT TIRE CENTER				
120203720	PARKS - TIRE INNER TUBE			23.62
Vendor 001943 - BAUER BUILT TIRE CENTER Total:				23.62
Vendor: 003515 - BOMGAARS				
21687851	RUT - YELLOW MARKING PAINT			17.88
21689906	RUT - CHAINS FOR #27 PLOW			59.86
21693078	RUT - #27 ZIP TIES			19.98
21693178	MP - DIESEL CAN			92.99
2169336	WATER - VALVE BOLTS			6.01
21693583	GARAGE - TOOLS			68.46
21693674	WATER - FILTERS, TOWELS, S...			173.90
21697401	PARKS - SPRAY PAINT, BOLTS, ...			42.61
21697506	PARKS - STAPLES, WHEELS, R...			167.71
21697664	PARKS - BULK BOLTS			12.65
21699200	RUT - #24 PAINT			129.98
21699344	PD - FLOOR DRY			12.99
21701814	PARKS - BULK BOLTS AND FAS...			47.74
21701924	RC - CABLE TIES AND TUBING			49.24
Vendor 003515 - BOMGAARS Total:				902.00
Vendor: 003670 - BRIGGS INC OF OMAHA				
2475085-00	RC - URINAL REPAIR PARTS			383.22
Vendor 003670 - BRIGGS INC OF OMAHA Total:				383.22
Vendor: 003700 - BSN SPORTS INC.				
933826678	LS - SOCCER GOALIE GLOVES			755.78
Vendor 003700 - BSN SPORTS INC. Total:				755.78
Vendor: 004138 - CAPITAL SANITARY SUPPLY				
R083364	RC - COMET & SPIC & SPAN CL...			239.13
R083372	PD - TRIFOLD HAND TOWELS			43.20
R083432	RC - HAND SANITIZER			99.14
R083445	RC - TOILET PAPER, SOAP, BO...			326.32
R083512	RC - TOILET PAPER, TOWELS, ...			204.28
Vendor 004138 - CAPITAL SANITARY SUPPLY Total:				912.07
Vendor: 000747 - CARROLL AUTO SUPPLY				
422028	BLDG - REAR AXLE OIL			95.70
Vendor 000747 - CARROLL AUTO SUPPLY Total:				95.70
Vendor: 004133 - CARROLL BROADCASTING CO.				
38-00076-0000	LS - KKRL RADIO ADS			255.00
38-00077-0000	LS - KKRL RADIO ADS			70.40
Vendor 004133 - CARROLL BROADCASTING CO. Total:				325.40
Vendor: 004146 - CARROLL CONTROL SYSTEMS LLC				
10164	RC - HOT WATER HEATER REP...			906.75
10165	RC - POOL UV SYSTEM REPAIRS			1,477.24
10167	RC - POOL HEATER CLEANING...			3,095.59
10168	RC - BOILER FAN REPAIR			892.50
Vendor 004146 - CARROLL CONTROL SYSTEMS LLC Total:				6,372.08
Vendor: 004170 - CARROLL COUNTY RECORDER				
26-1093	S EAST ST SALE RECORDING			27.00
26-1093	S EAST ST - WARRANTY DEED ...			17.00
26-1093	S EAST ST VACATION RECORD...			42.00
Vendor 004170 - CARROLL COUNTY RECORDER Total:				86.00
Vendor: 004155 - CARROLL COUNTY				
INV0003150	PD - GASOLINE			1,500.44
INV0003150	FD - GASOLINE			114.94
INV0003150	BLDG - GASOLINE			37.27

COUNCIL CLAIMS 04/13/2026

Payment Dates: 3/24/2026 - 4/13/2026

Payable Number	Description (Item)	Payment Number	Payment Date	Amount
INV0003150	PW - GASOLINE			71.73
INV0003150	PARKS - GASOLINE			140.07
INV0003150	RC - GASOLINE			51.82
INV0003150	CEMETERY - GASOLINE			68.51
INV0003150	FIN - GASOLINE			18.69
INV0003150	STREETS - GASOLINE			2,661.47
INV0003150	WATER - GASOLINE			395.99
INV0003150	WWTP - GASOLINE			384.58
Vendor 004155 - CARROLL COUNTY Total:				5,445.51
Vendor: 004195 - CARROLL GLASS CO.				
50010	REC - EXIT DEVICE ON POOL D...			1,420.00
Vendor 004195 - CARROLL GLASS CO. Total:				1,420.00
Vendor: 004196 - CARROLL HYDRAULICS				
72881	RUT - #32 CYLINDER			1,397.13
Vendor 004196 - CARROLL HYDRAULICS Total:				1,397.13
Vendor: 004200 - CARROLL LUMBER				
460791	RUT - REBAR			1,106.25
460850	RUT - ROAD MARKING CRAYO...			11.90
460897	WW - LIME			149.60
461246	PARKS - LUMBER			192.00
Vendor 004200 - CARROLL LUMBER Total:				1,459.75
Vendor: 002977 - CARROLL REFUSE SERVICE				
INV0003172	MARCH TRASH COLLECTIONS	136279	04/07/2026	15,884.80
Vendor 002977 - CARROLL REFUSE SERVICE Total:				15,884.80
Vendor: 004237 - CARROLL VETERINARY CLINIC				
INV0003156	PD - MAY DOG CARE CONTRA...			650.00
Vendor 004237 - CARROLL VETERINARY CLINIC Total:				650.00
Vendor: 003959 - CHASE PAYMENTECH MERCHANT SERVICES				
INV0003170	WATER - MAR ONLINE CC PR...	DFT0001492	04/07/2026	1,160.18
INV0003171	WATER - MAR IN-OFFICE CC P...	DFT0001493	04/07/2026	204.38
Vendor 003959 - CHASE PAYMENTECH MERCHANT SERVICES Total:				1,364.56
Vendor: 036526 - CHRIS FLATTERY				
INV0003147	BLDG - WHEN DISASTER STRIK...	136277	04/01/2026	14.00
Vendor 036526 - CHRIS FLATTERY Total:				14.00
Vendor: 002867 - CINTAS FIRST AID & SAFETY				
5326198106	GARAGE - FIRST AID SUPPLIES			100.66
5326198107	RC - FIRST AID SUPPLIES			157.17
Vendor 002867 - CINTAS FIRST AID & SAFETY Total:				257.83
Vendor: 004525 - CITY OF CARROLL				
INV0003121	DOWNTOWN RESTROOM WA...	136265	03/25/2026	37.03
Vendor 004525 - CITY OF CARROLL Total:				37.03
Vendor: 004836 - COMMUNITY OIL CO. INC.				
27323	RUT - OIL			902.20
Vendor 004836 - COMMUNITY OIL CO. INC. Total:				902.20
Vendor: 002071 - COMPUTER REPAIR & SERVICE				
21233	RC - SETUP CREDIT CARD MA...			130.00
21282	RC - BATTERY BACKUP & SUR...			285.00
21366	RC - SETUP CREDIT CARD MA...			260.00
21386	PD - NUC - KULT COMPUTER			2,009.00
21390	PD - RESET VPN CONNECTION ...			65.00
21420	RC - SETUP CARD READER - M...			130.00
21525	NEW PHONE SYSTEM SETUP T...			2,600.00
21614	PD - ANTI-VIRUS RENEWAL			60.00
21633	PD - ANTI-VIRUS RENEWAL			30.00
21656	RC - INTERNET ISSUES			65.00
21657	RC - LAPTOP AND INSTALLATI...			667.50

COUNCIL CLAIMS 04/13/2026

Payment Dates: 3/24/2026 - 4/13/2026

Payable Number	Description (Item)	Payment Number	Payment Date	Amount
21657	LS - LAPTOP AND INSTALLATI...			667.50
Vendor 002071 - COMPUTER REPAIR & SERVICE Total:				6,969.00
Vendor: 003145 - CORE AND MAIN LP				
INV0027707	WATER - PRESSURE GAUGE			44.03
INV0028138	WATER - PRESSURE GAUGE			24.61
Vendor 003145 - CORE AND MAIN LP Total:				68.64
Vendor: 003214 - CORE-MARK MIDCONTINENT INC.				
2425775	AC - CONCESSIONS RETURNED			-29.55
2638442	LS - SOCCER CONCESSIONS			844.58
Vendor 003214 - CORE-MARK MIDCONTINENT INC. Total:				815.03
Vendor: 005110 - CULLIGAN SOFT WATER				
18323	FD - SOFTNER SALT			34.40
Vendor 005110 - CULLIGAN SOFT WATER Total:				34.40
Vendor: 005395 - D & K PRODUCTS				
99303IN	GC - POND DYE & HERBICIDE			357.00
Vendor 005395 - D & K PRODUCTS Total:				357.00
Vendor: 003988 - DAKOTA SUPPLY GROUP				
S105388495.001	RUT - PLOW BLADES			2,423.09
S105388495.002	RUT - PLOW BLADES			207.09
Vendor 003988 - DAKOTA SUPPLY GROUP Total:				2,630.18
Vendor: 006270 - DREES HEATING & PLUMBING				
65469	AIRPORT - WATER			8.00
66741	AIRPORT - WATER			16.00
93074	RC - SOFTNER SALT			150.00
Vendor 006270 - DREES HEATING & PLUMBING Total:				174.00
Vendor: 006275 - DREES OIL CO. INC.				
10174	FD - FUEL FOR FIRE TRUCK			33.37
16495	PARKS - PROPANE			155.74
16496	GC - PROPANE			103.15
2130	PARKS - UNLEADED GASOLINE			1,692.66
CREDIT65469	POSTING CORRECTION			-8.00
CREDIT66264	POSTING CORRECTION			-12.00
CREDIT66741	POSTING CORRECTION			-16.00
CREDIT66914	POSTING CORRECTION			-96.00
Vendor 006275 - DREES OIL CO. INC. Total:				1,852.92
Vendor: 012590 - ECHO ELECTRIC SUPPLY				
S011793283.001	WATER - HSPS LIGHTS			62.82
S011794364.001	RUT - SIGN POSTS			696.09
S011825162.001	PARKS - PIPE STRAPS			53.50
Vendor 012590 - ECHO ELECTRIC SUPPLY Total:				812.41
Vendor: 003971 - EMPLOYEE BENEFIT SYSTEMS				
INV0003142	HRA CHECKS	DFT0001484	03/31/2026	7,923.23
000052448	APRIL HEALTH INS PREMIUMS	DFT0001482	04/01/2026	49,972.43
000052448	APRIL DENTAL INS PREMIUMS	DFT0001482	04/01/2026	2,533.46
000052448	APRIL VISION INS PREMIUMS	DFT0001482	04/01/2026	464.18
000052448	APRIL VOL LIFE INS PREMIUMS	DFT0001482	04/01/2026	327.70
000052448	APRIL LIFE INS PREMIUMS	DFT0001482	04/01/2026	227.91
000052448	APRIL EAP PREMIUMS	DFT0001482	04/01/2026	23.10
INV0003168	HRA CHECKS	DFT0001489	04/07/2026	2.41
INV0003169	HRA CHECKS	DFT0001490	04/07/2026	110.44
Vendor 003971 - EMPLOYEE BENEFIT SYSTEMS Total:				61,584.86
Vendor: 003870 - ERIC STEINKAMP				
INV0003141	GARAGE - STEEL TOED BOOTS	136273	04/01/2026	200.00
Vendor 003870 - ERIC STEINKAMP Total:				200.00

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Payable Number	Description (Item)	Payment Number	Payment Date	Amount
Vendor: 008050 - FASTENAL COMPANY				
IACAR203612	WATER - WATER BOLTS FOR ...			58.62
Vendor 008050 - FASTENAL COMPANY Total:				58.62
Vendor: 006860 - FELD FIRE EQUIPMENT CO.				
INV26015	FD - SCBA COMP SERVICE			800.00
INV26473	GARAGE - APR-JUN SECURITY...			144.00
INV26473	CITY HALL - APR-JUN SECURITY..			120.00
Vendor 006860 - FELD FIRE EQUIPMENT CO. Total:				1,064.00
Vendor: 002806 - FOUNDATION ANALYTICAL LABORATORY INC				
26-01001	WWTP - LAB TESTING			1,190.00
Vendor 002806 - FOUNDATION ANALYTICAL LABORATORY INC Total:				1,190.00
Vendor: 003534 - FUSEBOX MARKETING				
10553	FIN - APRIL WEB MAINTENAN...			255.00
Vendor 003534 - FUSEBOX MARKETING Total:				255.00
Vendor: 009315 - GALLS INC.				
034338372	PD - WOLTERMAN PANTS, BO...			398.19
03434636	PD - SHIRTS - FERRIN & EMBL...			210.25
034433392	PD - SERVING SINCE PIN - WO...			29.77
034449075	PD - FLASHLIGHT BATTERY			60.52
034470948	PD - BELT - WOLTERMAN			36.97
034470963	PD - PANTS - WOLTERMAN			68.04
034497349	PD - SHIRTS AND EMBLEMS - ...			210.08
034497382	PD - GLOVES- WOLTERMAN			40.56
034522534	PD - UNIFORM BELT WOLTER...			73.96
034527200	PD - KEY HOLDER CLIP - WOLT...			14.63
034537457	PD - NAMEPLATE - WOLTERM...			30.75
Vendor 009315 - GALLS INC. Total:				1,173.72
Vendor: 002567 - GEHLPRO WELDING				
25230	PARKS - STEEL FLAT BAR			71.34
Vendor 002567 - GEHLPRO WELDING Total:				71.34
Vendor: 009535 - GENERAL RENTAL				
223374	GARAGE - CHAINSAW CHAINS			68.48
223432	RUT - SAW BLADES			50.00
223639	CEMETERY - HEATER COIL			335.00
Vendor 009535 - GENERAL RENTAL Total:				453.48
Vendor: 010680 - HAWKINS WATER TREATMENT				
7380682	WATER TREATMENT SUPPLIES			701.25
Vendor 010680 - HAWKINS WATER TREATMENT Total:				701.25
Vendor: 036507 - HISTORIC VOICES LLC				
INV0002990	LIBRARY - FOUNDING MOTHE...	136267	03/30/2026	552.00
Vendor 036507 - HISTORIC VOICES LLC Total:				552.00
Vendor: 036528 - IOWA ATTORNEY GENERALS OFFICE				
26-154	PD - CHARGING MANUAL			33.00
Vendor 036528 - IOWA ATTORNEY GENERALS OFFICE Total:				33.00
Vendor: 003982 - IOWA INFORMATION MEDIA GROUP				
44777	RFP - DOWNTOWN ART PLAN			243.02
44777	"I BELIEVE IN CARROLL" AD			50.00
44778	EAST ST VACATION ORDINAN...			47.52
44778	LEGAL PUBLICATIONS			1,462.58
Vendor 003982 - IOWA INFORMATION MEDIA GROUP Total:				1,803.12
Vendor: 012666 - IOWA ONE CALL				
280109	WATER - FEB - ONE CALLS			39.70
Vendor 012666 - IOWA ONE CALL Total:				39.70
Vendor: 012685 - IOWA SMALL ENGINE CENTER				
153495	FD - STIHL REPAIRS			59.95
Vendor 012685 - IOWA SMALL ENGINE CENTER Total:				59.95

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Payable Number	Description (Item)	Payment Number	Payment Date	Amount
Vendor: 003722 - ISOLVED BENEFIT SERVICES				
131724-2	FIN - FEB FLEX SPENDING PART..	DFT0001491	04/07/2026	97.20
Vendor 003722 - ISOLVED BENEFIT SERVICES Total:				97.20
Vendor: 000786 - JACK WARDELL				
INV0003143	RC - IPRA SPRING CONFERENCE	136272	04/01/2026	146.86
INV0003143	LS - IPRA SPRING CONFERENCE	136272	04/01/2026	315.01
Vendor 000786 - JACK WARDELL Total:				461.87
Vendor: 036530 - JAMES HUBERS				
INV0003183	GOLF MEMBERSHIP REFUND			257.52
Vendor 036530 - JAMES HUBERS Total:				257.52
Vendor: 002453 - JASON MATTHEW LAMBERTZ				
158460	CAAT6 PRODUCTION COSTS			1,430.00
Vendor 002453 - JASON MATTHEW LAMBERTZ Total:				1,430.00
Vendor: 013917 - JEO CONSULTING GROUP INC.				
172794	WATER - GROUP B BOOSTER S...			5,128.05
172795	WATER - GROUP C ELEVATED ...			2,001.25
R231642.01	WATER - GROUP A NW PRESS...			1,313.25
Vendor 013917 - JEO CONSULTING GROUP INC. Total:				8,442.55
Vendor: 014520 - KASPERBAUER CLEANING SER				
190473	RC - LAUNDRER MATS			105.88
Vendor 014520 - KASPERBAUER CLEANING SER Total:				105.88
Vendor: 001550 - KING CONSTRUCTION LLC				
INV0003180	WATER HIGH SERVICE PUMP ...			62,439.13
Vendor 001550 - KING CONSTRUCTION LLC Total:				62,439.13
Vendor: 002698 - LANDSCAPERS PARADISE				
0000141243	CEMETERY - GRASS SEED & ST...			200.10
Vendor 002698 - LANDSCAPERS PARADISE Total:				200.10
Vendor: 001403 - LARRY SIEPKER				
INV0003177	GC - GOLF MEMBERSHIP REF...			125.01
INV0003177	GC - GOLF MEMBERSHIP REF...			132.51
Vendor 001403 - LARRY SIEPKER Total:				257.52
Vendor: 000560 - LAURA SCHAEFER				
INV0003139	FIN - WCICA MEETING	136270	04/01/2026	39.15
Vendor 000560 - LAURA SCHAEFER Total:				39.15
Vendor: 036212 - LIGHTSPEED COMMERCE INC				
INV0003148	GC - MARCH CC PROCESSING	DFT0001487	03/31/2026	184.68
Vendor 036212 - LIGHTSPEED COMMERCE INC Total:				184.68
Vendor: 036527 - LOA BECKER				
INV0003165	GOLF MEMBERSHIP REFUND			377.00
Vendor 036527 - LOA BECKER Total:				377.00
Vendor: 002331 - MACQUEEN EQUIPMENT LLC				
P30483	RUT - LATCHES, NOZZLES & FI...			513.57
Vendor 002331 - MACQUEEN EQUIPMENT LLC Total:				513.57
Vendor: 036244 - MATTHEW WARE STUMP GRINDING LLC				
INV0003182	PARKS - STUMP GRINDING			865.00
INV0003182	GC - STUMP GRINDING			300.00
Vendor 036244 - MATTHEW WARE STUMP GRINDING LLC Total:				1,165.00
Vendor: 036529 - MC CARTHY TRENCHING LLC				
INV0003179	WATER SYSTEM PRESSURE Z...			183,275.58
Vendor 036529 - MC CARTHY TRENCHING LLC Total:				183,275.58
Vendor: 002993 - MC CLURE ENGINEERING CO.				
166737	12TH ST RECONSTRUCTION			9,020.00
Vendor 002993 - MC CLURE ENGINEERING CO. Total:				9,020.00

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Payable Number	Description (Item)	Payment Number	Payment Date	Amount
Vendor: 017220 - MC FARLAND CLINIC PC				
INV0003157	FD - PHYSICAL - S POTTEBAUM			382.00
Vendor 017220 - MC FARLAND CLINIC PC Total:				382.00
Vendor: 003966 - MICROBAC LABORATORIES INC				
NT2601834	WATER - MONTHLY BAC TEES			119.25
Vendor 003966 - MICROBAC LABORATORIES INC Total:				119.25
Vendor: 017585 - MIDWEST WHOLESALE BLDG PRODUCTS				
605181	RUT - CHALK & MARKING CRA...			255.55
Vendor 017585 - MIDWEST WHOLESALE BLDG PRODUCTS Total:				255.55
Vendor: 017730 - MOORHOUSE READY MIX CO.				
6817	RM - ROW 1009 QUINT HALB...			1,341.25
6837.1	WATER - REPAIR DRIVEWAY -...			185.00
6913	CEMETERY - WAR MEMORIAL ...			375.00
6948	RM - ROW 1713 SALINGER DR...			864.00
6958	RUT - 8TH & VINE STREET PAT...			786.25
6989	RUT - NW PATCH			1,572.50
Vendor 017730 - MOORHOUSE READY MIX CO. Total:				5,124.00
Vendor: 017855 - MPH INDUSTRIES INC.				
6026775	PD - RADAR REMOTE			328.95
Vendor 017855 - MPH INDUSTRIES INC. Total:				328.95
Vendor: 018408 - NAPA AUTO PARTS				
139981	PD - BULBS - LICENSE PLATE L...			18.99
Vendor 018408 - NAPA AUTO PARTS Total:				18.99
Vendor: 020326 - OPTIONS INK				
22693	WATER -FREIGHT MONTHLY B...			18.55
22693	WATER -FREIGHT MONTHLY B...			14.93
23136	WATER - MONTHLY BAC TEES			16.45
23136	WATER - MONTHLY BAC TEES			14.95
23136	WATER - MONTHLY BAC TEES			18.55
Vendor 020326 - OPTIONS INK Total:				83.43
Vendor: 003224 - OUTLAW SIGNS GRAPHICS & APPAREL				
12432	LS - SPRING SOCCER SHIRTS			4,514.00
12433	LS - SPRING SOCCER SHIRTS			472.00
12460	LS - SPRING SOCCER SHIRTS			5,814.00
12480	PARKS - SIGN BACKING			185.00
Vendor 003224 - OUTLAW SIGNS GRAPHICS & APPAREL Total:				10,985.00
Vendor: 021050 - P & H WHOLESALE INC.				
4111777-00	WATER - DRAIN SUPPLIES			46.16
4114054-00	PARKS - TOILET & URINAL REP...			230.89
Vendor 021050 - P & H WHOLESALE INC. Total:				277.05
Vendor: 002822 - PATRICK PUDENZ				
INV0003016	WATER - STEEL TOED BOOTS	136266	03/30/2026	200.00
Vendor 002822 - PATRICK PUDENZ Total:				200.00
Vendor: 001949 - PERFORMANCE TIRE & SERVICE				
0183114	GC - LAWN GARDEN TIRE			107.00
0183119	PD - #16 OIL CHANGE			46.37
0183120	PD - #18 OIL CHANGE			43.52
0183121	PD - #17 OIL CHANGE			40.20
0183124	PD - #19 OIL CHANGE			43.52
0183125	PD - #20 OIL CHANGE			42.57
0183128	PD - #14 OIL CHANGE			44.47
0183165	PARKS - TIRE REPAIR			46.10
0183191	PD - #19 TIRE REPAIR			32.10
Vendor 001949 - PERFORMANCE TIRE & SERVICE Total:				445.85

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Payable Number	Description (Item)	Payment Number	Payment Date	Amount
Vendor: 001540 - PETTY CASH				
INV0003167	SPRING SOCCER CONCESSIONS	136278	04/07/2026	155.00
Vendor 001540 - PETTY CASH Total:				155.00
Vendor: 003127 - PLANET TECHNOLOGIES, INC.				
I013914	LS - 0365 LICENSE			80.96
I013915	PARKS - 0365 LICENSE			80.96
Vendor 003127 - PLANET TECHNOLOGIES, INC. Total:				161.92
Vendor: 021860 - PRESTO-X-COMPANY				
94414087	RC - PEST CONTROL			95.19
Vendor 021860 - PRESTO-X-COMPANY Total:				95.19
Vendor: 000625 - PRODUCTIVITY PLUS ACCOUNT				
CB93261	RUT - #33 FILTERS	136271	04/01/2026	707.39
CB93421	CEMETERY - OIL, FILTERS, ROL...	136271	04/01/2026	458.98
Vendor 000625 - PRODUCTIVITY PLUS ACCOUNT Total:				1,166.37
Vendor: 022075 - PUSH PEDAL PULL				
420064	RC - CABLE CROSSOVER			213.66
Vendor 022075 - PUSH PEDAL PULL Total:				213.66
Vendor: 003741 - QUADIENT FINANCE USA INC				
INV0003166	PD - POSTAGE	136280	04/07/2026	205.82
INV0003166	LIBRARY - POSTAGE	136280	04/07/2026	352.36
INV0003166	FIN - POSTAGE	136280	04/07/2026	2,386.49
INV0003166	WATER - POSTAGE	136280	04/07/2026	1,055.33
Vendor 003741 - QUADIENT FINANCE USA INC Total:				4,000.00
Vendor: 023125 - QUANDT AUTO SALVAGE				
205044	BLDG - 2020 EXPLORER CARRI...			400.00
Vendor 023125 - QUANDT AUTO SALVAGE Total:				400.00
Vendor: 000490 - RANDALL M. KRAUEL				
INV0003144	PW ADMIN - APWA SPRING C...	136269	04/01/2026	134.12
Vendor 000490 - RANDALL M. KRAUEL Total:				134.12
Vendor: 023640 - RAY'S REFUSE SERVICE				
INV0003173	MARCH TRASH COLLECTIONS	136281	04/07/2026	43,106.48
INV0003164	PD MAR GARBAGE PICKUP			39.68
INV0003164	GARAGE MAR GARBAGE PICK...			54.94
INV0003164	LIBRARY MAR GARBAGE PICK...			39.68
INV0003164	PARKS MAR GARBAGE PICKUP			193.41
INV0003164	GC MAR GARBAGE PICKUP			15.00
INV0003164	GC MAR GARBAGE PICKUP			28.00
INV0003164	RC MAR GARBAGE PICKUP			148.79
INV0003164	CEMETERY MAR GARBAGE PI...			52.32
INV0003164	TRASH CANS MAR GARBAGE P...			82.40
INV0003164	CITY HALL MAR GARBAGE PIC...			9.92
INV0003164	CITY HALL MAR GARBAGE PIC...			29.73
INV0003164	WWTP MAR GARBAGE PICKUP			225.09
INV0003164	WWTP MAR GARBAGE PICKUP			191.00
Vendor 023640 - RAY'S REFUSE SERVICE Total:				44,216.44
Vendor: 023815 - REGION XII COG				
INV0003174	MAR TAXI PROGRAM DONATI...	136282	04/07/2026	2,275.00
INV0003155	JAN-MAR FY 26 TAXI FUNDING			4,263.00
INV0003175	CARROLL CO ROUNDTABLE R...			75.00
INV0003175	CARROLL CO ROUNDTABLE R...			25.00
INV0003175	CARROLL CO ROUNDTABLE R...			50.00
Vendor 023815 - REGION XII COG Total:				6,688.00
Vendor: 003455 - ROZANNE SWARTZENDRUBER				
360120	PD - ATTACH PATCHES TO UNI...			30.00
Vendor 003455 - ROZANNE SWARTZENDRUBER Total:				30.00

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Payable Number	Description (Item)	Payment Number	Payment Date	Amount
Vendor: 025050 - SCHUMACHER ELEVATOR CO.				
90678716	RC - ELEVATOR SERVICE			463.50
Vendor 025050 - SCHUMACHER ELEVATOR CO. Total:				463.50
Vendor: 003696 - SCI COMMUNICATIONS INC				
15865	PD - ATA DEVICES			125.00
15865	LIBRARY - ATA DEVICES			170.00
15865	RC - ATA DEVICES			45.00
15865	CITH HALL - ATA DEVICES			125.00
15865	WATER - ATA DEVICES			45.00
Vendor 003696 - SCI COMMUNICATIONS INC Total:				510.00
Vendor: 025250 - SHERWIN WILLIAMS CO.				
27239146270326	RUT - #28 BLADE PAINT			143.33
Vendor 025250 - SHERWIN WILLIAMS CO. Total:				143.33
Vendor: 001492 - SNYDER FLOORING				
0792	RC - AUTO SCRUBBER BATTER...			896.40
Vendor 001492 - SNYDER FLOORING Total:				896.40
Vendor: 028180 - STATE HYGIENIC LABORATORY-AR				
318481	RC - WATER SAMPLE ANALYSIS			48.50
Vendor 028180 - STATE HYGIENIC LABORATORY-AR Total:				48.50
Vendor: 025880 - STONE PRINTING CO.				
119480	PD - B MENTZER NOTARY ST...			40.55
119665	GC - CLUBHOUSE INK CARTRI...			72.98
119735	GC CLUBHOUSE - COPY PAPER,..			201.16
17346	PARKS - PENS, BINDERS, PUSH...			34.28
17392	GC - COPIES & STOCK CARDS			5.80
P13853	AC - RECIPROCAL POOL PASS ...			103.05
P13854	AC - RECIPROCAL POOL PASS ...			102.50
P13855	AC - RECIPROCAL POOL PASS ...			102.40
P13856	AC - RECIPROCAL POOL PASS ...			101.40
P13857	AC - RECIPROCAL POOL PASS ...			102.40
P13858	AC - RECIPROCAL POOL PASS ...			102.40
Vendor 025880 - STONE PRINTING CO. Total:				968.92
Vendor: 002272 - TIGGES OVERHEAD DOORS				
4353	GARAGE - DOOR REPAIR			150.00
Vendor 002272 - TIGGES OVERHEAD DOORS Total:				150.00
Vendor: 026940 - TOYNE INC.				
IN0020987	FD - REPLACE VALVE			1,986.74
Vendor 026940 - TOYNE INC. Total:				1,986.74
Vendor: 003946 - TRAINING4LIFE IOWA LLC				
2602225	RC - LIFEGUARD RECERTIFICAT...			400.00
Vendor 003946 - TRAINING4LIFE IOWA LLC Total:				400.00
Vendor: 027060 - TREASURER OF IOWA				
INV0003137	WATER INCOME OFFSET FEE	DFT0001483	03/30/2026	7.00
INV0003149	WATER - INCOME OFFSET PR...	DFT0001488	04/01/2026	7.00
Vendor 027060 - TREASURER OF IOWA Total:				14.00
Vendor: 036493 - TREVIPAY - WALMART				
INV0003145	PD - BINDERS, DUSTER	DFT0001486	03/30/2026	29.85
INV0003145	PD - POST-ITS, CHALK, WEBC...	DFT0001486	03/30/2026	58.42
INV0003145	WWTP - INK, BATTERIES	DFT0001486	03/30/2026	126.99
Vendor 036493 - TREVIPAY - WALMART Total:				215.26
Vendor: 027079 - TRIPLE A SEEDS INC.				
34456	PARKS - LAWN SEED MIXTURE			129.00
34372	RUT - GRASS SEED			168.75
Vendor 027079 - TRIPLE A SEEDS INC. Total:				297.75

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Payable Number	Description (Item)	Payment Number	Payment Date	Amount
Vendor: 003165 - ULINE INC				
205389706	PD - GLOVES			170.15
				Vendor 003165 - ULINE INC Total: 170.15
Vendor: 028174 - UNITED STATES CELLULAR				
0795731401	PW - CELL PHONE	DFT0001485	03/26/2026	50.34
0795731401	RC - CELL PHONE	DFT0001485	03/26/2026	16.78
0795731401	RC - CELL PHONE	DFT0001485	03/26/2026	86.45
0795731401	LS - CELL PHONE	DFT0001485	03/26/2026	16.78
0795731401	AC - CELL PHONE	DFT0001485	03/26/2026	16.77
0795731401	CEMETERY - CELL PHONE	DFT0001485	03/26/2026	25.77
				Vendor 028174 - UNITED STATES CELLULAR Total: 212.89
Vendor: 028435 - UTILITY EQUIPMENT COMPANY				
20062564-000	WATER - VALVE BOX RISERS &...			768.18
				Vendor 028435 - UTILITY EQUIPMENT COMPANY Total: 768.18
Vendor: 003854 - VAN DIEST SUPPLY COMPANY				
26027	PARKS - HERBICIDE ENCHANC...			305.85
26028	PARKS - FERTILIZER			5,400.00
				Vendor 003854 - VAN DIEST SUPPLY COMPANY Total: 5,705.85
Vendor: 029010 - VEENSTRA & KIMM INC.				
27366-28	WWTP DIGESTER & VLR AIR PI...			9,103.36
				Vendor 029010 - VEENSTRA & KIMM INC. Total: 9,103.36
Vendor: 029013 - VERIZON BUSINESS				
6129239745	PD - EQUIP CREDIT	136275	04/01/2026	-1,760.00
6129239745	PD - FEB CELL PHONES	136275	04/01/2026	604.98
6129239745	PD - NOV CELL PHONES	136275	04/01/2026	596.59
6129239745	PD - JAN CELL PHONES	136275	04/01/2026	604.98
6129239745	PD - MAR CELL PHONES	136275	04/01/2026	604.98
6129239745	PD - DEC CELL PHONES	136275	04/01/2026	620.00
6129239745	FD - DEC CELL PHONES	136275	04/01/2026	26.94
6129239745	PD - EQUIPMENT CREDIT	136275	04/01/2026	-880.00
6129239745	FD - NOV CELL PHONES	136275	04/01/2026	26.94
6129239745	FD - JAN CELL PHONES	136275	04/01/2026	26.94
6129239745	FD - FEB CELL PHONES	136275	04/01/2026	26.94
6129239745	FD - MAR CELL PHONES	136275	04/01/2026	26.94
6129239745	BLDG - JAN CELL PHONES	136275	04/01/2026	11.54
6129239745	BLDG - FEB CELL PHONES	136275	04/01/2026	11.54
6129239745	BLDG - MAR CELL PHONES	136275	04/01/2026	11.54
6129239745	BLDG - DEC CELL PHONES	136275	04/01/2026	11.54
6129239745	BLDG - NOV CELL PHONES	136275	04/01/2026	11.54
				Vendor 029013 - VERIZON BUSINESS Total: 583.93
Vendor: 036525 - WALMART INC				
INV0003146	CIGARETTE PERMIT REFUND	136276	04/01/2026	18.75
				Vendor 036525 - WALMART INC Total: 18.75
Vendor: 002590 - WENDL'S WEAPONS LLC				
1596	PD - INDOOR RANGE MEMBE...			1,700.00
				Vendor 002590 - WENDL'S WEAPONS LLC Total: 1,700.00
Vendor: 003970 - WORLDWIDE EXPRESS				
26322W001473	WATER - FREIGHT W/E 3/25/2...	136264	03/25/2026	26.45
26322W001473	SEWER - FREIGHT W/E 3/25/2...	136264	03/25/2026	26.04
260325W020187	FREIGHT W/E 4/1/2026	136274	04/01/2026	34.55
				Vendor 003970 - WORLDWIDE EXPRESS Total: 87.04
				Grand Total: 510,201.59

Report Summary

Fund Summary

Fund	Expense Amount	Payment Amount
001 - GENERAL FUND	146,432.72	76,023.14
010 - HOTEL/MOTEL TAX	50.00	0.00
110 - ROAD USE TAX FUND	15,136.61	707.39
121 - LOCAL OPTION SALES TAX	4,300.03	37.03
304 - C.P. - STREETS	9,020.00	0.00
600 - WATER UTILITY FUND	5,792.95	3,039.00
602 - WATER UTILITY CAP. IMP.	254,157.26	0.00
610 - SEWER UTILITY FUND	4,623.80	2,483.53
612 - SEWER UTILITY CAP. IMP.	9,103.36	0.00
850 - MEDICAL INSURANCE FUND	61,584.86	61,584.86
Grand Total:	510,201.59	143,874.95

Gross payroll \$243,243.01

MEMO TO: Aaron Kooiker, City Manager *AK*

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

DATE: April 6, 2026

SUBJECT: Carroll Merchants Baseball Club

- Resolution Allowing Carroll Merchants Baseball Club to Sell Alcoholic Beverages at Merchants Park
- New 8-month Special Class “C” Retail Alcohol License with Outdoor Service

In November 2023, the City of Carroll entered into an agreement with the Carroll Merchants Baseball Club for use of Merchants Park for the 2024 - 2026 baseball seasons for the Carroll Merchants baseball team practices and games.

The Carroll Merchants Baseball Club is requesting to sell alcohol in Merchants Park for their home games. There is a licensing requirement for a licensee that does not own an area being licensed to get permission from the owner to allow for the sale of alcoholic beverages on their premises. Attached is resolution granting permission to Carroll Merchants Baseball Club to obtain a retail alcohol permit and sell alcoholic beverages at Merchants Park. Carroll Merchants will be in charge of all the alcoholic sales for the game.

RECOMMENDATION: Council consideration and approval of the following:

1. Resolution Allowing Carroll Merchants Baseball Club to Sell Alcoholic Beverages at Merchants Park
2. New 8-month Class “C” Retail Alcohol License with Outdoor Service

RESOLUTION NO. _____

**A RESOLUTION ALLOWING CARROLL MERCHANTS BASEBALL CLUB
TO SELL ALCOHOLIC BEVERAGES AT MERCHANTS PARK**

WHEREAS, Carroll Merchants Baseball Club has requested to sell alcohol at Merchants Park for the 2026 Carroll Merchants baseball season and;

WHEREAS, there is an alcoholic beverages licensing requirement to seek permission from the owner of a premise to sell alcoholic beverages, and;

WHEREAS, the City of Carroll owns Merchants Park.

NOW, THEREFORE, BE IT RESOLVED that the Carroll City Council grants permission to Carroll Merchants Baseball Club to sell alcoholic beverages at Merchants Park for the 2026 Carroll Merchants baseball season.

PASSED AND APPROVED by the City Council of the City of Carroll, Iowa, this 13th day of April, 2026.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

BY: _____
Gerald H. Fleshner, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

MEMO TO: Aaron Kooiker, City Manager *AK*

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

DATE: April 6, 2026

SUBJECT: Carroll County Softball (d/b/a/ Robert Fasbender)

- Resolution Allowing Carroll County Softball (d/b/a Robert Fasbender) to Sell Alcoholic Beverages at the Adult Slow Pitch Softball Fields
- Renewal of Special Class “C” Retail Alcohol License with Outdoor Service

For many years Carroll County Softball, with Bob Fasbender as President, has obtained a liquor license for the sale of alcoholic beverages at the Adult Slow Pitch Softball Fields located next to Merchants Baseball Stadium. Many adult slow pitch softball games and tournaments are held throughout the summer at the Adult Slow Pitch Softball Fields. Carroll County Softball volunteers are in charge of the concession stand for these events. No city staff is involved.

There is a licensing requirement for a licensee that does not own an area being licensed to get permission from the owner to allow for the sale of alcoholic beverages on their premises. Attached is a resolution granting permission to Carroll County Softball to obtain a liquor license and sell alcoholic beverages at the Adult Slow Pitch Softball Fields.

RECOMMENDATION: Council consideration and approval of the following:

1. Resolution Allowing Carroll County Softball (d/b/a Robert Fasbender) to sell alcoholic beverages at the Adult Slow Pitch Softball Fields
2. Renewal of Special Class “C” Retail Alcohol License with Outdoor Service

RESOLUTION NO. _____

A RESOLUTION ALLOWING CARROLL COUNTY SOFTBALL (d/b/a ROBERT FASBENDER) TO SELL ALCOHOLIC BEVERAGES AT THE ADULT SLOW PITCH SOFTBALL FIELDS

WHEREAS, Carroll County Softball (d/b/a Robert Fasbender) has requested to sell alcohol at the Adult Slow Pitch Softball Fields, located at 805 E 8th Street, Carroll, IA 51401 and;

WHEREAS, there is an alcoholic beverages licensing requirement to seek permission from the owner of a premise to sell alcoholic beverages, and;

WHEREAS, the City of Carroll owns the Adult Slow Pitch Softball Fields.

NOW, THEREFORE, BE IT RESOLVED that the Carroll City Council allows Carroll County Softball (d/b/a Robert Fasbender) to sell alcoholic beverages at the Adult Slow Pitch Softball Fields located at 805 E 8th Street, Carroll, IA 51401, and to obtain a 12-month Special Class "C" Retail Alcohol License with outdoor service effective May 15, 2026 to May 14, 2027.

PASSED AND APPROVED by the City Council of the City of Carroll, Iowa, this 13th day of April, 2026.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Gerald H. Fleshner, Mayor

ATTEST:

Laura A. Schaefer, City Clerk

MEMO TO: Aaron Kooiker, City Manager *AK*
FROM: Laura Schaefer, City Clerk/Finance Director *lao*
DATE: April 6, 2026
SUBJECT: Infill Housing Incentive Application

The City of Carroll received one Infill Housing Incentive application:

Applicant: Andrew & Jessica Greenleaf
Property Location: 429 Deer Creek Lane
Estimated Building Value: \$650,000

This will be the sixth application of the next ten incentives to be funded by Local Option Sales Tax (LOST) funds that Council approved at the February 24, 2025 Council meeting.

RECOMMENDATION: City Council consideration and approval of the requested Infill Housing Incentive application for Andrew & Jessica Greenleaf (429 Deer Creek Lane).

APPLICATION FOR CITY OF CARROLL HOUSING INCENTIVE PROGRAM

Please type or print

Property address: 429 Deer Creek Lane - Carroll, IA 51401

Legal Description or Parcel Number: Lot 14 Timber Creek East Subdivision Plat 5

Applicant: Andrew + Jessica Greenleaf

Address: 429 Deer Creek LN

City: Carroll State: IA 51401

Phone: 952-210-0330

Current Property Value (from assessor's records)

Land: \$ 54890.00 Building(s): \$ 0

Brief Description of Project: new construction primary residence

Estimated Cost of Actual Building Improvements: \$ 650,000

Start Date: April 2026

Estimated or Actual Completion Date: October 26

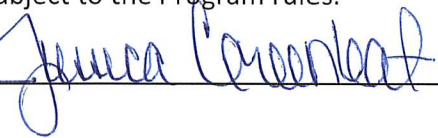
Note: No change may be made once an application is approved without approval of the Carroll City Council.

Acknowledgments:

A copy of the building permit is attached.

The property to which improvements are made conform to all applicable city codes.

The applicant certifies that all information in this application and all information provided in the support of this application is given for the purpose of obtaining a housing incentive from the City of Carroll and is true and complete to the best of the applicant's knowledge. The applicant acknowledges that no incentive will be received unless it is approved by the Carroll City Council. The applicant understands and acknowledges the rules of the Program and acknowledges that incentive eligibility is subject to the Program rules.

Applicant's Signature:  Date Signed: 4/24/24

City Council Action:

_____ Approved Date: _____

_____ Disapproved Date: _____

Reason for disapproval: _____

CITY OF CARROLL

BUILDING PERMIT

THIS FORM WAS PRINTED ON: 3/05/2026

PERMIT #: 260049

DATE ISSUED: 3/05/2026

PROJECT ADDRESS: 429 DEER CREEK LN
LOCATION: 429 DEER CREEK LN
SUBDIVISION:

LOT #:
BLK #:

ISSUED TO: JESSICA & ANDRE GREENLEAF
ADDRESS: 218 N DIVISION ST
CITY: ARCADIA
STATE: IA
ZIP: 51430-1058
PHONE:

CONTRACTOR: TIM ROHE
ADDRESS: 21423 GRANITE AVE
CITY: CARROLL
ST: IA
ZIP: 51401
PHONE:

VALUATION: \$ 625,000.00
WORK: RESIDENTIAL NEW
PROP. USE
ARCHITECT:

SQ FT 0.00
ZONE ORD:
OCCP TYPE:
CLASSWORK:

FEE CODE
BL ISSUE
CONST WTR

DESCRIPTION
BUILDING ISSUE FEE
CONSTRUCTION WATER

AMOUNT
\$1,707.25
\$ 45.00

TOTAL \$1,752.25

NOTES:

NOTICE

THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 120 DAYS, OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF 120 DAYS AT ANY TIME AFTER WORK IS STARTED.

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS DOCUMENT AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISION OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.


(SIGNATURE OF CONTRACTOR OR AUTHORIZED AGENT)


(APPROVED BY)

DATE

DATE

PHONE: (712) 792-3536 | FAX: (712) 792-8088 | EMAIL: police@cityofcarroll.com

MEMO TO: Aaron Kooiker, City Manager 

FROM: Brad Burke, Chief of Police 

DATE: April 7, 2026

SUBJECT: Carroll City Ordinance Chapter 69.08 amendment – South East Street no parking.
Carroll City Ordinance Chapter 65.02 amendment – South East Street stop required

Chapter 69 is Parking Regulations. Chapter 69.08 paragraph 11 is parking on East Street. Chapter 65.02(22) is Stop Required on East Street. Since the vacation of the 200 block of South East Street to Kuemper Catholic School, these ordinances are no longer required. The changes are shown below.

69.08 NO PARKING ZONES.

11. East Street.

A. "No Parking This Side."

- (1) From Eleventh Street to Ninth Street - east side only;
- (2) From Seventh Street to U.S. Highway No. 30 - west side only;
- (3) From Fifth Street to 252 feet north of Fifth Street - east side only;
- (4) From Third Street to First Street - west side only;

B. "No Parking Here to Corner."

~~(1) From the south curb line of Bluff Street to 105 feet south of the south curb line of Bluff Street.~~

~~(2)~~ (1) From 50 feet north of First Street to First Street - east side only.

~~C. "No Parking Anytime."~~

~~(1) From Anthony Street to Bluff Street.~~

~~Note: Off roadway parking on the east side of East Street in this block (Adoration Chapel and St. Anthony Hospital Parking) is not included in this restriction.~~

~~D.~~ C. "No Parking 7:30 a.m. - 3:30 p.m., Monday through Friday, School Days Only."

(1) The area located from 136 feet north of the centerline of Bluff Street to 180 feet north of the centerline of Bluff Street - west side only.

~~E.~~ D. "30 Minute Parking - 7:30 a.m. - 3:30 p.m. Monday through Friday, School Days only."

(1) Parking space (1) beginning 180 feet north of the centerline of Bluff Street West Side only.

~~F.~~ E. "No Parking Between Signs."

(1) From 105 feet north of the northerly curb line of Fifth Street to a point 224 feet north of the northerly curb line of Fifth Street - west side only.

65.02 STOP REQUIRED.

22. East Street. Vehicles traveling on East Street shall stop at the following street intersections:

- A. Seventh Street
- B. U.S. Highway No. 30
- C. Third Street
- D. Second Street
- E. First Street
- F. Bluff Street – southbound only

RECOMMENDATION: Council consideration of the following:

- Approval of the first reading and waiving the second and third readings of Ordinance 69.08 for parking provisions for East Street.
- Adoption of Ordinance 69.08 to amend parking provisions for East Street.
- Approval of the first reading and waiving the second and third readings of Ordinance 65.02 for Stop Required for East Street.
- Adoption of Ordinance 65.02 to amend the Stop Required for East Street.

ORDINANCE NO. ____

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF CARROLL, IOWA, BY AMENDING PROVISIONS PERTAINING TO NO PARKING ZONES

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

SECTION 1. SECTION MODIFIED. Section 69.08(11) of the Code of Ordinances of the City of Carroll, Iowa, is repealed and the following adopted in lieu thereof:

11. East Street.

A. "No Parking This Side."

- (1) From Eleventh Street to Ninth Street - east side only;
- (2) From Seventh Street to U.S. Highway No. 30 - west side only;
- (3) From Fifth Street to 252 feet north of Fifth Street - east side only;
- (4) From Third Street to First Street - west side only;

B. "No Parking Here to Corner."

- (1) From 50 feet north of First Street to First Street - east side only.

C. "No Parking 7:30 a.m. - 3:30 p.m., Monday through Friday, School Days Only."

(1) The area located from 136 feet north of the centerline of Bluff Street to 180 feet north of the centerline of Bluff Street - west side only.

D. "30 Minute Parking - 7:30 a.m. - 3:30 p.m. Monday through Friday, School Days only."

- (1) Parking space (1) beginning 180 feet north of the centerline of Bluff Street - West Side only.

E. "No Parking Between Signs."

(1) From 105 feet north of the northerly curb line of Fifth Street to a point 224 feet north of the northerly curb line of Fifth Street - west side only.

SECTION 2. SEVERABILITY CLAUSE. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

SECTION 3. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval, and publication as provided by law.

Passed by the Council the ___ day of _____, 2026, and approved this ___ day of _____, 2026.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

Gerald H. Fleshner, Mayor

ATTEST:

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 _____, 2026.

Laura A. Schaefer, City Clerk

ORDINANCE NO. ____

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF CARROLL, IOWA, BY AMENDING PROVISIONS PERTAINING TO STOP REQUIRED

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

SECTION 1. SECTION MODIFIED. Section 65.02(22) of the Code of Ordinances of the City of Carroll, Iowa, is repealed and the following adopted in lieu thereof:

22. East Street. Vehicles traveling on East Street shall stop at the following street intersections:

- A. Seventh Street
- B. U.S. Highway No. 30
- C. Third Street
- D. Second Street
- E. First Street
- F. Bluff Street – southbound only

SECTION 2. SEVERABILITY CLAUSE. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

SECTION 3. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval, and publication as provided by law.

Passed by the Council the ____ day of _____, 2026, and approved this ____ day of _____, 2026.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

Gerald H. Fleshner, Mayor

ATTEST:

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 _____, 2026.

Laura A. Schaefer, City Clerk



627 N Adams Street, Carroll, IA 51401

phone: (712) 792-1000 | fax: (712) 792-0139 | website: www.cityofcarroll.com

MEMO TO: Aaron Kooiker, City Manager

AK

FROM: Chad Tiemeyer, Director of Parks and Recreation

GT

DATE: April 7, 2026

SUBJECT: Northwest Park Shelter House – Professional Services Agreement with JEO Consulting Group, Inc.

The City of Carroll proposes to enter into a Professional Services Agreement with JEO Consulting Group to provide design/construction documents, assist with bidding and contract administration services for the replacement of the shelter house and restroom facilities at Northwest Park.

In June of [two years ago], the existing shelter structure sustained significant damage following a lightning strike. Since that time, the City has been working with ICAP to evaluate options and determine an appropriate path forward. The recommended approach is a full replacement of the existing facility, to be constructed in the green space below the current shelter location.

ICAP has reviewed this proposal and has agreed to its terms. The City will pay JEO Consulting Group for the services outlined in the agreement, with those costs to be reimbursed by ICAP upon completion of the project.

Approval of this agreement will allow the City to move forward with final design and cost development, positioning the project for construction once insurance coordination and funding are finalized.

Price for contract work: \$74,500.00

RECOMMENDATION: Mayor and City Council consideration and discussion and approval of the attached resolution approving the Professional Service Agreement with JEO Consulting Group, Inc. for the Northwest Park Shelter House.

RESOLUTION NO. _____

A RESOLUTION APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH JEO CONSULTING GROUP, INC. FOR THE NEW PARK SHELTER – NW PARK SHELTER BUILDING

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, the Professional Services Agreement is attached hereto as Exhibit “A”; and

WHEREAS, it is determined that the approval of the attached Agreement is in the best interest of the City of Carroll, Iowa;

NOW, THEREFORE, BE IT RESOLVED that the Professional Services Agreement, attached as Exhibit “A”, be authorized and approved, and that the Mayor and City Clerk are authorized to execute the contract on behalf of the City of Carroll.

PASSED AND APPROVED by the City Council of the City of Carroll, Iowa, this 13th day of April, 2026.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

BY: _____
Gerald H. Fleshner, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk



**AGREEMENT
BETWEEN CLIENT AND JEO CONSULTING GROUP, INC.
FOR
PROFESSIONAL SERVICES**

THIS IS AN AGREEMENT effective as _____ (“Effective Date”) between City of Carroll, IA (“Client”) and JEO Consulting Group, Inc. (“JEO”).

Client’s project, of which JEO’s services under this Agreement are a part, is generally identified as follows:

City of Carroll - New Park Shelter (“Project”).

Client and JEO further agree as follows:

ARTICLE 1 - SERVICES OF JEO

1.01 Scope

- A. JEO shall provide, or cause to be provided, the services set forth in Exhibit A.

ARTICLE 2 - CLIENT’S RESPONSIBILITIES

2.01 Client Responsibilities

- A. Client responsibilities are outlined in Exhibit A and Section 3 of Exhibit B.

ARTICLE 3 - COMPENSATION

3.01 Compensation

- A. Client shall pay JEO as set forth in Exhibit A and per the terms in Exhibit B.
- B. The Standard Hourly Rates Schedule shall be adjusted annually (as of approximately January 1st) to reflect equitable changes in the compensation payable to JEO. The current hourly rate schedule can be provided upon request.

ARTICLE 4 - EXHIBITS AND SPECIAL PROVISIONS

4.01 Exhibits

Exhibit A – Scope of Services
Exhibit B – General Conditions

4.02 Total Agreement

A. This Agreement (consisting of pages 1 to 2 inclusive, together with the Exhibits identified as included above) constitutes the entire agreement between Client and JEO and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement.

Client: City of Carroll, IA

JEO Consulting Group, Inc.

By: _____

By: Corey E. Brodersen

Title: _____

Title: JEO Department Leader

Date Signed: _____

Date Signed: 03-16-2026

Address for giving notices:

Address for giving notices:

JEO Consulting Group, Inc.

724 Simon Ave.

Carroll, IA 51401



Scope of Services
City of Carroll, IA - New Park Shelter

ENGINEERING ■ ARCHITECTURE ■ SURVEYING ■ PLANNING

YOUR PROJECT:

The project consists of the design and construction of a new park shelter to replace the previously damaged NW Park Shelter building. The proposed facility will be approximately 30 feet by 45 feet and will include men’s and women’s restroom facilities located at one end of the structure, with the remaining portion designed as an open-air covered gathering space for park users.

The building is anticipated to be constructed using Concrete Masonry Unit (CMU) walls, supporting a pre-engineered wood roof truss system with asphalt shingle roofing. The design will focus on providing a durable, low-maintenance structure suitable for long-term public park use.

SCOPE OF SERVICES:

Based on the program defined above, JEO proposes to provide professional design services to include site civil, architectural, structural, mechanical (HVAC/plumbing), electrical design, and site topo survey. Any required geotechnical soils testing will be by Owner. JEO will provide services identified above that include Design/Construction Documents, Bidding and Construction Administration as follows:

1. Design/Construction Documents Phase (CD):

- a. JEO shall provide Design and Construction Documents based on the Owner’s program. The Construction Documents will consist of drawings and specifications setting forth in detail the requirements for the construction of the project.
 - i. Drawings as determined by the architect based on the complexity of the project may include:
 - 1. Site plan
 - 2. Architectural floor plan
 - 3. Interior elevations
 - 4. Wall sections/wall details/wall types/schedules
 - 5. Mechanical plumbing plan
 - 6. Mechanical HVAC/ventilation plan
 - 7. Electrical power and lighting plan
 - 8. Structural plans and details
- b. JEO will visit the site to review existing conditions and design constraints.
- c. JEO will design the new building to meet Owner requirements and any state/local codes.
- d. JEO will select all finish materials that are part of the construction contract including exterior facade, roof shingles, flooring materials, wall finishes, paint/stain, and ceiling products.
- e. The civil site design will include paving, grading, erosion control, landscape design and utility (water and sewer) connections.
- f. During the development of the Construction Documents, JEO shall assist the Owner in the development and preparation of required bidding and procurement information.

2. Bidding Phase (BN):

- a. JEO will assist you in obtaining competitive bids for construction of the project defined above.
- b. JEO will assist in answering Contractor questions and will issue any addenda prior to the bid date.
- c. JEO will assist in awarding and preparing the contracts for construction.
- d. JEO will assist with a pre-bid meeting prior to the established bid date.
- e. JEO will aid with the bid opening and will provide a recommendation for contract award.

3. Contract Administration Phase (CA) – Services to be provided hourly as needed:

- a. JEO shall provide customary services related to the administration of the Contract between the Owner and the Contractor.
- b. JEO shall be a representative of and shall advise and consult with the Owner during the provision of the Contract Administration Services.
- c. Typical services provided during construction often include but are not limited to the following:
 - i. Shop drawing review
 - ii. Pay request review/approval
 - iii. Change orders
 - iv. Supplemental instruction
 - v. Answer contractor questions
 - vi. Progress meetings
 - vii. Substantial completion/Punch list

The Owner and Architect may rely on this project information as a basis for the initial project scope and fee. Both parties, however, recognize that such information may materially change and, in that event, the Owner and the Architect shall appropriately adjust the Architect's services and compensation as an amendment if there's a change in project scope.

TERMS AND CONDITIONS:

1. Fee:

- a. JEO proposes to provide the services defined above based on a lump sum fee of \$74,500 plus CA services Hourly as needed.
- b. The fee for the services can be broken down as follows:
 - i. Topo Survey Fee = \$5,500
 - ii. Design Fee = \$60,800
 - iii. Bidding Fee = \$8,200
 - iv. Construction Administration Fee = Hourly

2. Reimbursable Expenses:

- a. Most all reimbursable expenses are included in our lump sum fees. Reimbursable expenses that we bill for are defined below and will be invoiced to you at their cost plus 10% for coordination.
 - i. Cost of required construction permits
 - ii. Models, rendering, etc.
 - iii. Cost of reproduction of Contract Documents for Bidding and Construction.

3. Contract Time:

If the Basic Services of Design/Construction Documents and Bidding Phase services covered by this Agreement have not been completed by October 1, 2026, through no fault of JEO, extension of JEO's services beyond that time shall be compensated as additional services.

4. Exclusions:

The following is a list of exclusions that are not included in our scope and fee. If these or other services are requested or found to be required/needed, JEO will provide an additional scope and fee for the service(s).

- a. Storm shelter design
- b. Site lighting design
- c. Boundary survey
- d. Zoning review/change of zoning
- e. Drainage study
- f. Electrical service extension
- g. Audio/video technology design
- h. Security design
- i. Geotechnical soils investigation
- j. Stormwater Pollution Prevention Plan

5. General Conditions of the Contract: See Exhibit 'B'

JEO CONSULTING GROUP INC ■ JEO ARCHITECTURE INC

GENERAL CONDITIONS

1. SCOPE OF SERVICES: JEO Consulting Group, Inc. ("JEO") shall perform the services described in Exhibit A. JEO shall invoice the client for these services at the fee stated in Exhibit A.

2. ADDITIONAL SERVICES: JEO can perform work beyond the scope of services, as additional services, for a negotiated fee or at fee schedule rates.

3. CLIENT RESPONSIBILITIES: The client shall provide all criteria and full information as to the client's requirements for the project; designate and identify in writing a person to act with authority on the client's behalf in respect to all aspects of the project; examine and respond promptly to JEO's submissions; and give prompt written notice to JEO whenever the client observes or otherwise becomes aware of any defect in work.

Unless otherwise agreed, the client shall furnish JEO with right-of-access to the site in order to conduct the scope of services. Unless otherwise agreed, the client shall also secure all necessary permits, approvals, licenses, consents, and property descriptions necessary to the performance of the services hereunder. While JEO shall take reasonable precautions to minimize damage to the property, it is understood by the client that in the normal course of work some damage may occur, the restoration of which is not a part of this agreement.

Client is responsible for paying the sales tax/fees on services provided, if sales tax/fees are required by the jurisdiction of the project. This amount may not be included in the fee for the project.

4. TIMES FOR RENDERING SERVICES: JEO's services and compensation under this agreement have been agreed to in anticipation of the orderly and continuous progress of the project through completion. Unless specific periods of time or specific dates for providing services are specified in the scope of services, JEO's obligation to render services hereunder shall be for a period which may reasonably be required for the completion of said services.

If specific periods of time for rendering services are set forth or specific dates by which services are to be completed are provided, and if such periods of time or date are changed through no fault of JEO, the rates and amounts of compensation provided for herein shall be subject to equitable adjustment. If the client has

requested changes in the scope, extent, or character of the project, the time of performance of JEO's services shall be adjusted equitably.

5. INVOICES: JEO shall submit invoices to the client monthly for services provided to date and a final bill upon completion of services. Invoices are due and payable within 30 days of receipt. Invoices are considered past due after 30 days. Client agrees to pay a finance charge on past due invoices at the rate of 1.0% per month, or the maximum rate of interest permitted by law.

If the client fails to make any payment due to JEO for services and expenses within 30 days after receipt of JEO's statement, JEO may, after giving 7 days' written notice to the client, suspend services to the client under this agreement until JEO has been paid in full all amounts due for services, expenses, and charges.

6. STANDARD OF CARE: The standard of care for all services performed or furnished by JEO under the agreement shall be the care and skill ordinarily used by members of JEO's profession practicing under similar circumstances at the same time and in the same locality. JEO makes no warranties, express or implied, under this agreement or otherwise, in connection with JEO's services.

JEO shall be responsible for the technical accuracy of its services and documents resulting therefrom, and the client shall not be responsible for discovering deficiencies therein. JEO shall correct such deficiencies without additional compensation except to the extent such action is directly attributable to deficiencies in client furnished information.

7. REUSE OF DOCUMENTS: Reuse of any materials (including in part plans, specifications, drawings, reports, designs, computations, computer programs, data, estimates, surveys, other work items, etc.) by the client on a future extension of this project, or any other project without JEO's written authorization shall be at the client's risk and the client agrees to indemnify and hold harmless JEO from all claims, damages, and expenses including attorney's fees arising out of such unauthorized use.

8. ELECTRONIC FILES: Copies of Documents that may be relied upon by the client are limited to the printed copies (also known as hard copies) that are signed or sealed by JEO. Files in electronic media format of text,

JEO CONSULTING GROUP INC ■ JEO ARCHITECTURE INC

GENERAL CONDITIONS

data, graphics, or of other types that are furnished by JEO to the client are only for convenience of the client. Any conclusion or information obtained or derived from such electronic files shall be at the user's sole risk.

a. Because data stored in electronic media format can deteriorate or be modified inadvertently or otherwise without authorization of the data's creator, the party receiving electronic files agrees that it shall perform acceptance tests or procedures within 30 days, after which the receiving party shall be deemed to have accepted the data thus transferred. Any errors detected within the 30 day acceptance period shall be corrected by the party delivering the electronic files. JEO shall not be responsible to maintain documents stored in electronic media format after acceptance by the client.

b. When transferring documents in electronic media format, JEO makes no representations as to long term compatibility, usability, or readability of documents resulting from the use of software application packages, operating systems, or computer hardware differing from those used by JEO at the beginning of the project.

c. The client may make and retain copies of documents for information and reference in connection with use on the project by the client.

d. If there is a discrepancy between the electronic files and the hard copies, the hard copies govern.

e. Any verification or adaptation of the documents by JEO for extensions of the project or for any other project shall entitle JEO to further compensation at rates to be agreed upon by the client and JEO.

9. SUBCONSULTANTS: JEO may employ consultants as JEO deems necessary to assist in the performance of the services. JEO shall not be required to employ any consultant unacceptable to JEO.

10. INDEMNIFICATION: To the fullest extent permitted by law, JEO and the client shall indemnify and hold each other harmless and their respective officers, directors, partners, employees, and consultants from and against any and all claims, losses, damages, and expenses (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals, and all court or arbitration or other dispute resolution costs) to the extent such claims, losses, damages, or expenses are caused by the indemnifying parties' negligent acts, errors, or omissions. In the event claims, losses, damages, or expenses are caused by the joint or concurrent

negligence of JEO and the client, they shall be borne by each party in proportion to its negligence.

11. INSURANCE: JEO shall procure and maintain the following insurance with limits not less than shown during the performance of services under this agreement:

a. Workers' Compensation: Statutory

b. Employer's Liability

i. Each Accident: \$500,000

ii. Disease, Policy Limit: \$500,000

iii. Disease, Each Employee: \$500,000

c. General Liability

i. Each Occurrence (Bodily Injury and Property Damage): \$1,000,000

ii. General Aggregate: \$2,000,000

d. Auto Liability

i. Combined Single: \$1,000,000

e. Excess or Umbrella Liability

i. Each Occurrence: \$1,000,000

ii. General Aggregate: \$1,000,000

f. Professional Liability:

i. Each Occurrence: \$1,000,000

ii. General Aggregate: \$2,000,000

g. All policies of property insurance shall contain provisions to the effect that JEO and JEO's consultants' interests are covered and that in the event of payment of any loss or damage the insurers shall have no rights of recovery against any of the insureds or additional insureds thereunder.

h. For projects with construction services, the client shall require the contractor to purchase and maintain general liability and other insurance as specified in the Contract Documents and to cause JEO and JEO's consultants to be listed as additional insured with respect to such liability and other insurance purchased and maintained by the contractor for the project.

i. The client shall reimburse JEO for any additional limits or coverages that the client requires for the project.

12. TERMINATION: This agreement may be terminated by either party upon 7 days prior written notice. In the event of termination, JEO shall be compensated by client for all services performed up to and including the termination date. The effective date of termination may be set up to thirty (30) days later than otherwise provided to allow JEO to demobilize personnel and equipment from the site, to complete tasks whose value would otherwise be lost, to prepare notes as to the status of completed and uncompleted tasks, and to assemble project materials in orderly files.

JEO CONSULTING GROUP INC ■ JEO ARCHITECTURE INC

GENERAL CONDITIONS

13. GOVERNING LAW: This agreement is to be governed by the law of the state in which the project is located.

14. SUCCESSORS, ASSIGNS, AND BENEFICIARIES: The client and JEO each is hereby bound and the partners, successors, executors, administrators and legal representatives of the client and JEO are hereby bound to the other party to this agreement and to the partners, successors, executors, administrators and legal representatives (and said assigns) of such other party, with respect to all covenants, agreements and obligations of this agreement.

a. Neither the client nor JEO may assign, sublet, or transfer any rights under or interest (including, but without limitation, monies that are due or may become due) in this agreement without the written consent of the other, except to the extent that any assignment, subletting, or transfer is mandated or restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment shall release or discharge the assignor from any duty or responsibility under this agreement.

b. Unless expressly provided otherwise in this agreement: Nothing in this agreement shall be construed to create, impose, or give rise to any duty owed by the client or JEO to any contractor, contractor's subcontractor, supplier, other individual or entity, or to any surety for or employee of any of them.

c. All duties and responsibilities undertaken pursuant to this agreement shall be for the sole and exclusive benefit of the client and JEO and not for the benefit of any other party.

15. PRECEDENCE: These standards, terms, and conditions shall take precedence over any inconsistent or contradictory language contained in any proposal, contract, purchase order, requisition, notice to proceed, or like document regarding JEO's services.

16. SEVERABILITY: Any provision or part of the agreement held to be void or unenforceable shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon the client and JEO, who agree that the agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

17. NON-DISCRIMINATION CLAUSE: Pursuant to Neb. Rev. Stat. § 73-102, the parties declare, promise, and warrant that they have and will continue to comply fully with Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C.A § 1985, et seq.) and the Nebraska Fair Employment Practice Act, Neb. Rev. Stat. § 48-1101, et seq., in that there shall be no discrimination against any employee who is employed in the performance of this agreement, or against any applicant for such employment, because of age, color, national origin, race, religion, creed, disability or sex.

18. E-VERIFY: JEO shall register with and use the E-Verify Program, or an equivalent federal program designated by the United States Department of Homeland Security or other federal agency authorized to verify the work eligibility status of a newly hired employee pursuant to the Immigration Reform and Control Act of 1986, to determine the work eligibility status of new employees physically performing services within the state where the work shall be performed. Engineer shall require the same of each consultant.

19. WAIVER OF CONSEQUENTIAL DAMAGES: Client and JEO expressly waive any and all claims for consequential damages for the Project including, but not limited to, loss of use, profits, business, reputation, financing, rental expenses, loss of income, and overhead.

20. DISPUTE RESOLUTION: In the event of any dispute between the Parties related to the Project, the Parties agree to first negotiate in good faith toward a resolution with participation by representatives of each Party holding sufficient authority to resolve the dispute. If such dispute cannot be resolved within fifteen (15) business days, before any action or litigation is initiated other than as required to secure lien rights, the dispute shall be submitted to mediation using a mediator mutually selected by the Parties. Such mediation shall be completed within forty-five (45) days of either the Party's written demand, with each Party to bear its share of the mediation fees and its own respective costs.

MEMO TO: Aaron Kooiker, City Manager *AK*

FROM: Randall M. Krauel, Director of Public Works *RMK*

DATE: April 08, 2026

SUBJECT: Kuemper One Campus Project
Water Supply Service Agreement

CC: John Steffes, Kuemper Catholic School System
Cody Forch, McClure Engineering Co.

Kuemper Catholic School System, (KCSS) will be removing the existing watermain in vacated East Street between Anthony Street and Bluff Street as part of their Kuemper One Campus Project. As part of the Project, KCSS will be constructing a new watermain between Anthony Street and Bluff Street. Their plan is to offer to dedicate the new watermain to the City for future ownership and maintenance. KCSS is preparing to apply to the Iowa Department of Natural Resources (DNR) for a permit to construct the watermain. The DNR requires that the City approves connection of the watermain to the public water system and accepts responsibility for providing potable water to the Project.

RECOMMENDATION: Mayor and City Council consideration of passage and approval of the Resolution approving the Water Supply Service Agreement for the Kuemper Catholic School System One Campus Project.

RMK:lp

attachments (2)

RESOLUTION NO. _____

A RESOLUTION APPROVING AN IOWA DEPARTMENT OF NATURAL RESOURCES WATER SUPPLY SERVICE AGREEMENT FOR THE KUEMPER CATHOLIC SCHOOL SYSTEM ONE CAMPUS 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, an Iowa Department of Natural Resources Water Supply Service Agreement with Kuemper Catholic School System for the Kuemper One Campus Project has been prepared to approve connection and provide water; and,

WHEREAS, it is determined that the approval of the Agreement is in the best interest of the City and the residents thereof.

NOW, THEREFORE, BE IT RESOLVED that the Water Supply Service Agreement for Kuemper Catholic School System water supply connection and service for the Kuemper One Campus Project is approved and that the Mayor is authorized to execute the Agreement on behalf of the City of Carroll.

Passed and approved by the Carroll City Council this 13th day of April, 2026.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Gerald H. Fleshner, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk



IOWA DEPARTMENT OF NATURAL RESOURCES
 WATER SUPPLY ENGINEERING SECTION
CONSTRUCTION PERMIT APPLICATION
 Water Supply Service Agreement

INSTRUCTIONS

This agreement must be executed for all projects where construction and water supply will be provided by different parties; i.e., a private subdivision connecting to a municipal system. This agreement must be executed by the parties who are owners at the time the permit is issued, regardless of whether title to the proposed construction project will be transferred after completion of the project.

This agreement is not necessary when a contract for water services already exists; i.e., service contracts between municipalities. However, the Department of Natural Resources must be informed in writing that the contractual agreement does exist.

PROJECT IDENTIFICATION: Kuemper One Campus Project

APPLICANT		ENGINEER	
Owner:	<u>Kuemper Catholic School System</u>	Firm:	<u>McClure</u>
Address:	<u>116 S East Street</u> <u>Carroll, IA 51401</u>	Address:	<u>623 N Carroll Street</u> <u>Carroll, IA 51401</u>
Representative:	<u>John Steffes</u>	Project Officer:	<u>Cody Forch, PE</u>
Telephone:	<u>712.792.3313, ext. 3254</u>	Telephone:	<u>712.623.2579</u>
E-mail address:	<u>jjsteffes@kuemper.org</u>	E-mail address:	<u>cforch@mcclurevision.com</u>

CERTIFICATION

I am the authorized representative of the **Applicant** identified above and state that all water distributed by this project shall be obtained by the system identified below.

Signature:  Date: 3-30-20
 Title: President

SYSTEM SUPPLYING WATER:

PWS Name: Carroll Municipal Water Supply PWSID: IA 1415072
 Address: 627 N Adams Street
 City, State, Zip: Carroll, IA 51401

AGREEMENT TO PROVIDE WATER

I am the authorized representative of the **Owner** of the water system identified above and state that the connection of the proposed water distribution system also identified above is approved by the owner, and that the owner accepts responsibility for providing potable water required by this project in accordance with the provisions of Chapter 455B, Code of Iowa, and the rules of the Department of Natural Resources. This agreement shall not be construed in any way to affect any local ordinances, water service agreements, or fee systems entered into between the parties.

Signature: _____ Date: _____
 Typed or Printed Name: Gerald H. Flishner Title: Mayor
 Email: jflashner@cityofcarroll.com Phone: 712.792.1000
 Additional Contacts (optional): _____

MEMO TO: Honorable Mayor and City Council Members

FROM: Aaron Kooiker, City Manager



DATE: April 8, 2026

SUBJECT: Professional Building Consultation and Review Services Agreement

The City of Carroll entered into an agreement with Veenstra & Kimm Inc. (V&K) on April 14, 2025. It has been one year, and the contract is due for renewal. V&K has submitted a new contract with the same services and has updated the fees. Staff would like to continue with V&K to provide the necessary building inspections and to continue to guide us with training for our current building officials.

City staff have been diligently working to get all the various building certifications to no longer need to contract with V&K. It is probable that this will be the last year of requesting V&K for inspections. The most important part moving forward may be plan review for larger commercial buildings. This past year the city has utilized V&K for mostly electrical inspections. The city has paid V&K \$25,380 for 9 months of service this past year.

RECOMMENDATION: Council consideration and approval of a resolution entering into the Professional Building Consultation and Review Services Agreement with Veenstra & Kimm, Inc.

RESOLUTION NO. _____

A RESOLUTION APPROVING AN AGREEMENT WITH VEENSTRA & KIMM, INC. FOR PROFESSIONAL BUILDING CONSULTATION AND REVIEW SERVICES

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 an agreement with Veenstra & Kimm, Inc. for Professional Building Consultation and Review Services is in the best interest of the City of Carroll, Iowa; and

NOW, THEREFORE, BE IT RESOLVED that an agreement with Veenstra & Kimm, Inc. for Professional Building Consultation and Review Services is authorized and approved.

PASSED AND APPROVED by the City Council of the City of Carroll, Iowa, this 13th day of April, 2026.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

BY: _____
Gerald H. Fleshner, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

AGREEMENT

Carroll, Iowa Professional Building Consultation and Review Services

THIS AGREEMENT made and entered into this ____ day of _____, 2026 by and between the **CITY OF CARROLL, IOWA**, hereinafter referred to as **CITY**, party of the first part, and **VEENSTRA & KIMM, INC.**, a **Kleinfelder Company**, a corporation organized and existing under the laws of the State of Iowa, with principal offices in West Des Moines, Iowa, party of the second part, hereinafter referred to as the **CONSULTANT**.

WITNESSETH: THAT WHEREAS, the CITY has enacted by ordinance certain codes for building standards for construction within the CITY, and

WHEREAS, the Code of Ordinances provides for the appointment of a CONSULTANT responsible for the consultation and review of new residential & commercial building construction, and

WHEREAS, the Mayor and CITY Council desire to enter into an agreement for services necessary to implement the Code of Ordinances with CONSULTANT.

NOW, THEREFORE, the parties agree that the retention of the CONSULTANT is subject to the following terms and conditions, to wit:

1. **SCOPE OF SERVICES.** CONSULTANT agrees to provide those services necessary to comply with the requirements of the building code ordinance and zoning ordinance. With said services limited to the following:
 - a. Provide plan review of new residential and commercial construction including building code consultation where requested.
 - b. Perform required plan review in accordance with applicable standards as requested by the CITY.
 - c. Upon request, consultation services as needed.
2. **COMPENSATION.** The CITY shall compensate the CONSULTANT in accordance with Attachment A.
3. **PAYMENT.** The CITY shall make payment to the CONSULTANT for services within thirty (30) days of receiving the monthly invoice.
4. **TERMINATION.** This Agreement shall automatically renew for successive one-year terms unless terminated by the CITY. If the CITY should desire to suspend or terminate the service to be rendered by the CONSULTANT under this Contract, such suspension or termination may be

affected by the CITY giving the CONSULTANT written notice 30 days in advance. Payment is to be made by the CITY for the CONSULTANT's services, based on hourly billing rates, plus actual expenses.

5. DISPUTE RESOLUTION.

- a. CITY and CONSULTANT agree to negotiate all disputes between them in good faith for a period of thirty (30) days from the date of notice prior to other provisions of this Agreement, or under law.
- b. CITY and CONSULTANT agree to use mediation for dispute resolution if the previously described negotiation process is not successful.
- c. In the event of any litigation arising from or related to this Agreement or the services provided under this Agreement, each party shall pay their own legal expenses, including staff time, court costs, attorney's fees and all other related expenses in such litigation.

6. EXTRA WORK. Fees stated in Schedule A cover the specific services outlined in this Agreement. If the CITY requires additional services from the CONSULTANT in connection with building code, or changes or modifications in the services, the CONSULTANT shall receive additional compensation for said services. Such additional compensation shall be at the standard hourly fees for personnel of the CONSULTANT, plus expenses for personnel engaged in the authorized extra work.

7. INDEMNIFICATION. CONSULTANT shall and hereby agree to hold and save the CITY harmless from any and all claims, settlements, and judgments, to include all reasonable investigative fees, attorneys' fees, suit and court costs for personal injury, property damage, and/or death arising out of the CONSULTANTS' or any of its agents', servants', and employees' errors, omissions or negligent acts for services under this Agreement, and for all injury and/or death to any and all of the CONSULTANTS' personnel, agents, servants, and employees occurring under the Workers' Compensation Act of the State of Iowa.

8. INSURANCE. CONSULTANT will maintain insurance coverage for Workers' Compensation, General Liability, and Automobile Liability and will provide certificates of insurance to CITY upon request.

9. ASSIGNMENT. This Agreement and each portion thereof shall be binding upon the successors and assigns of the parties hereto.

This Contract expresses the entire Contract between the parties and no representations, promises or warranties have been made by either of the parties that are not fully expressed herein. This Contract may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

IN WITNESS WHEREOF, the parties hereto have executed this Contract as of the day and year first above written.

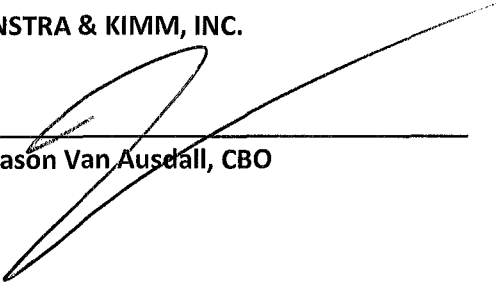
CITY OF CARROLL, IOWA

ATTEST:

By _____
Mayor

City Clerk

VEENSTRA & KIMM, INC.

By  _____
Jason Van Ausdall, CBO

3-16-26
Date



ATTACHMENT A

Building Inspection Department Fee Schedule

Commercial Building Inspection Service Fees: Project valuation determines the billing method:

- **Valuations > \$500,000:**
 - Inspection Services – 80% of building permit fee
 - Plan Review – 65% of building permit fee
- **Valuations ≤ \$500,000:** Inspection services and plan review billed at current hourly rates.

Hourly Rates:

- **Building Inspector I:** \$235/hr
- **Building Inspector IA:** \$174/hr
- **Building Inspector II:** \$134/hr
- **Permit Technician:** \$101/hr

Travel: Mileage will be billed at the current IRS standard mileage rate.

Annual Adjustments: Hourly rates shall be adjusted annually in accordance with Veenstra & Kimm's normal business practice.

MEMO TO: Aaron Kooiker, City Manager *AK*
FROM: Laura A. Schaefer, Finance Director/City Clerk *lao*
DATE: April 7, 2026
SUBJECT: FY 2027 Health Insurance Renewal

As of July 1, 2024 (FY 2025), the City began work with the Iowa Governmental Health Care Plan (IGHCP) for the City's insurance needs (life, health, dental and vision).

IGHCP is a trust that offers a wide variety of employee benefits including health, life, dental, vision and disability insurance. Currently, the IGHCP trust is a pool serving 55 entities with over 13,000 members. The size of the pool helps remove the exposure to claims volatility through risk sharing with the other 54 entities.

The current health insurance plan through IGHCP is a point of service (POS) Wellmark Plan with the same partial self-funding model currently in place. Since it is generally less expensive to pay a portion of the claim expense than to pay an insurance company to insure all of the claim exposure, the city began purchasing a higher deductible plan and initiated a health insurance internal service fund to help pay for the buy down/risk of medical expenses that may occur in any year for the plan. The current Wellmark plan is: \$5,000 deductible per single plan (\$10,000 family) with a \$7,350 single out-of-pocket maximum (\$14,700 family) and partially self-fund the plan to \$500 single deductible (\$1,000 family) and \$1,000 single out-of-pocket maximum (\$2,000 family).

When the FY 2026 budget was prepared, it was re-estimated that the Medical Insurance Internal Service Fund balance would be approximately \$1,156,062 on June 30, 2026. Now it is anticipated that this reserve fund balance will be approximately \$1,102,600 (based upon activity through March 31, 2026). The June 30, 2026 balance will be largely determined by the amount of partial self-funding claims that will be paid during the remainder of the fiscal year.

Staff worked with IGHCP on the July 1, 2026 renewal. IGHCP negotiated a 2.91% increase to the Wellmark premium. With the current Medical Insurance Internal Service Fund balance, staff recommends maintaining the health insurance COBRA rates of \$539.43/month for single coverage and \$1,229.43/month for family coverage. Employees would pay 20% of the plan coverage chosen (single or family).

The approved FY 2027 budget was prepared to continue the Medical Insurance Internal Service Fund assuming an increase of 0% to the COBRA rate and an increase of 10% for the health insurance premiums. This renewal recommendation is within the FY 27 budget.

The FY 2027 basic life insurance premium that the City provides to employees will decrease about 4.5%. Also, the voluntary life insurance offered to employees will decrease about 8.5% on average across all age bands.

The renewal for dental insurance is an increase of 3.50%. As a reminder, the dental coverage is through Delta Dental and is currently paid 100% by the employee.

The renewal for vision coverage through Delta Vision is 0% and is 100% paid by the employee.

In FY 2026, the City began offering an Employee Assistance Program (EAP). The EAP is offered from Standard Insurance Company with services for clinic services (addictions, depression, anxiety, stress, relationships), work/life services (legal and financial questions, identity theft resolution services, daily living concerns) and online/mobile resources. The fee for the EAP benefit is \$0.35 per active full-time employee per month (approximately \$281 per year). Funding for EAPs can be from the Employee Benefit Levy.

RECOMMENDATION: Council review and approval of a resolution approving agreements with Wellmark for group health insurance coverage, Delta Dental for dental insurance coverage, Delta Vision for vision insurance coverage, Standard Life Company for life insurance and an employee assistance program (EAP) and Employee Benefit Systems for third party administration services and setting COBRA rates for FY 2027.

RESOLUTION NO. _____

A RESOLUTION APPROVING AGREEMENTS FOR HEALTH, DENTAL, VISION, LIFE INSURANCE AND EMPLOYEE ASSISTANCE COVERAGE AND THIRD PARTY ADMINISTRATION SERVICES AND SETTING COBRA RATES FOR FY 2027

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 agreements to offer health insurance from Wellmark, dental insurance from Delta Dental, vision insurance from Delta Vision, and life insurance and an employee assistance program (EAP) from Standard Insurance Company is in the best interest of the City of Carroll, Iowa; and

WHEREAS, it is determined that the approval of the Third Party Administration Service Agreement with Employee Benefit Systems is in the best interest of the City of Carroll, Iowa; and

WHEREAS, the City Council designates the City Manager or City Clerk/Finance Director as Group Administrator to complete the necessary paperwork to renew health insurance coverage with Wellmark, dental insurance coverage with Delta Dental, vision insurance coverage with Delta Vision and life insurance and EAP with Standard Insurance Company; and

WHEREAS, the City Council designates the City Manager or City Clerk/Finance Director to complete the necessary paperwork with Employee Benefit Systems for third party administration services.

NOW, THEREFORE, BE IT RESOLVED that a contract with Wellmark for group health insurance coverage, Delta Dental for dental insurance coverage, Delta Vision for vision insurance coverage, Standard Life Company for life insurance and EAP and Employee Benefit Systems for third party administration services be authorized and approved, and that the Group Administrator is authorized to execute the contracts on behalf of the City of Carroll and set the Blue Choice Plan COBRA rates at \$539.43/month for a single health insurance plan and \$1,229.43/month for a family health insurance plan.

PASSED AND APPROVED by the City Council of the City of Carroll, Iowa, this 13th day of April, 2026.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

BY: _____
Gerald H. Fleshner, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

MEMO TO: Aaron Kooiker, City Manager *AK*

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

DATE: April 6, 2026

SUBJECT: FY 2026/2027 Budget

1. Public Hearing
2. Resolution Adopting the Annual Budget for the Fiscal Year Ending June 30, 2027

Attached is a resolution adopting the FY 2026/2027 Budget. A public hearing needs to be held before adoption of the resolution.

The proposed budget notice of public hearing was published in the Carroll Times Herald on Friday, April 3, 2026, which is within the requirements of State of Iowa Code (proof of publication is attached). A copy of the detailed budget that will be filed with the State of Iowa is also attached for your review.

If you have any questions, please stop by the office or call.

RECOMMENDATION: At the close of the public hearing, Council approval of the Resolution Adopting the Annual Budget for the Fiscal Year Ending June 30, 2027.

RESOLUTION NO. _____

A RESOLUTION ADOPTING THE ANNUAL BUDGET FOR THE FISCAL YEAR ENDING
JUNE 30, 2027

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

1. That the Certification of Taxes with a total tax rate of 11.25108 for FY 2026/2027 be approved.
2. That the Budget Estimate that was published on April 3, 2026 be approved as published.
3. That the detailed budget showing estimated revenues and expenditures by program which support the Certification of Taxes and Budget Estimate be approved.

BE IT FURTHER RESOLVED, the Mayor and City Clerk are directed to certify this Resolution, make all filings as required by law and set up the City's books in accordance with the summary and details as adopted.

ADOPTED AND PASSED BY THE CITY COUNCIL OF THE CITY OF CARROLL, IOWA,
this 13th day of April, 2026.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By _____
Gerald H. Fleshner, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk



Legal Publication Account
City of Carroll
627 N Adams St
Carroll, IA 51401
kmentzer@cityofcarroll.com

THIS IS NOT AN INVOICE

AFFIDAVIT OF PUBLICATION

#56955 FY26-27 Proposed Budget Hearing

The undersigned, being first duly sworn on oath, states that Iowa Information Media Group, a corporation duly organized and existing under the laws of the State of Iowa, with its principal place of business in Sheldon, Iowa, the publisher of newspapers of general circulation as identified below, and printed and published in the city of Carroll, Carroll county, Iowa, and that a legal notice, a printed copy of which is attached as Exhibit "A" and made part of this affidavit, was printed and published in the publication(s) and editions dated as follows:

56955	Carroll Times Herald	4/3/26	\$230.21
-------	----------------------	--------	----------

Subscribed and sworn to before me by said Myrna Wagner this 3rd day of April, 2026

Myrna Wagner
Management, Carroll Times Herald

Lori Wiersma
Notary Public in and for State of Iowa



CITY OF CARROLL

NOTICE OF PUBLIC HEARING -- PROPOSED BUDGET

Fiscal Year July 1, 2026 - June 30, 2027

City of: CARROLL

The City Council will conduct a public hearing on the proposed Budget at: City Hall, 627 N Adams Street, Carroll, IA 51401 Meeting Date: 4/13/2026
Meeting Time: 05:15 PM

At the public hearing any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget. This notice represents a summary of the supporting detail of revenues and expenditures on file with the City Clerk and County Auditor.

City budgets are subject to protest. If protest petition requirements are met, the State Appeal Board will hold a local hearing. For more information, consult <https://dom.iowa.gov/local-budget-appeals>.

The Budget Estimate Summary of proposed receipts and expenditures is shown below. Copies of the the detailed proposed Budget may be obtained or viewed at the offices of the Mayor, City Clerk, and at the Library.

The estimated Total tax levy rate per \$1000 valuation on regular property	11.25108
The estimated tax levy rate per \$1000 valuation on Agricultural property is	3.00375

At the public hearing, any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget.

Phone Number
(712) 792-1000

City Clerk/Finance Officer's NAME
Laura Schaefer

		Budget FY 2027	Re-estimated FY 2026	Actual FY 2025
Revenues & Other Financing Sources				
Taxes Levied on Property	1	6,574,561	6,487,020	6,383,236
Less: Uncollected Property Taxes-Levy Year	2	0	0	0
Net Current Property Taxes	3	6,574,561	6,487,020	6,383,236
Delinquent Property Taxes	4	0	0	0
TIF Revenues	5	1,170,468	1,156,983	1,180,213
Other City Taxes	6	2,627,465	2,513,000	2,615,084
Licenses & Permits	7	103,600	117,900	114,620
Use of Money and Property	8	777,780	848,281	1,234,575
Intergovernmental	9	2,941,813	3,087,942	2,822,598
Charges for Fees & Service	10	6,392,910	6,256,065	6,036,812
Special Assessments	11	551	551	22,168
Miscellaneous	12	310,300	768,767	669,901
Other Financing Sources	13	9,327,700	0	1,821,388
Transfers In	14	5,262,469	5,719,245	7,188,334
Total Revenues and Other Sources	15	35,489,617	26,955,754	30,088,929
Expenditures & Other Financing Uses				
Public Safety	16	3,057,854	3,014,369	2,815,812
Public Works	17	3,109,721	3,056,487	2,852,230
Health and Social Services	18	89,840	83,840	79,677
Culture and Recreation	19	3,992,052	3,941,023	3,270,994
Community and Economic Development	20	964,881	986,445	667,560
General Government	21	1,608,704	1,514,998	1,479,507
Debt Service	22	3,059,747	1,670,363	1,504,054
Capital Projects	23	6,230,124	3,472,333	7,149,357
Total Government Activities Expenditures	24	22,112,923	17,739,858	19,819,191
Business Type / Enterprises	25	5,826,592	7,712,737	4,412,973
Total ALL Expenditures	26	27,939,515	25,452,595	24,232,164
Transfers Out	27	5,262,469	5,719,245	7,188,334
Total ALL Expenditures/Transfers Out	28	33,201,984	31,171,840	31,420,498
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	29	2,287,633	-4,216,086	-1,331,569
Beginning Fund Balance July 1	30	24,489,100	28,705,186	30,036,755
Ending Fund Balance June 30	31	26,776,733	24,489,100	28,705,186

**FISCAL YEAR JULY 1, 2026 - JUNE 30, 2027
ADOPTION OF BUDGET AND CERTIFICATION OF CITY TAXES**

The City of: **CARROLL** County Name: **CARROLL COUNTY**

Adopted On: (entered upon adoption) Resolution: (entered upon adoption)

The below-signed certifies that the City Council, on the date stated above, lawfully approved the named resolution adopting a budget for next fiscal year, as summarized on this and the supporting pages.

Attached is Long Term Debt Schedule Form 703 which lists any and all of the debt service obligations of the City.

		With Gas & Electric		Without Gas & Electric	
Regular	2a	587,544,449	2b	578,170,575	City Number: 14-116 Last Official Census: 10,321
DEBT SERVICE	3a	635,517,038	3b	626,143,164	
Ag Land	4a	783,967			

Consolidated General Fund Levy Calculation

	CGFL Rate	CGFL Dollars	Non-TIF Taxable w/ G&E	Taxable Growth %
FY 2026 Budget Data	8.10000	4,274,625	527,731,468	11.33
	Limitation Percentage			
	3			
	CGFL Max Rate	CGFL Max Dollars	Revenue Growth %	
Max Allowed CGFL for FY 2027	7.86408	4,620,497	8.09	

TAXES LEVIED

Code Sec.	Dollar Limit	Purpose	ENTER FIRE DISTRICT RATE BELOW		(A) Request with Utility Replacement	(B) Property Taxes Levied		(C) Rate
384.1	7.86408	Consolidated General Fund		5	4,620,497	4,546,780	43	7.86408
		Non-Voted Other Permissible Levies						
384.12(1)	0.95000	Opr & Maint publicly owned Transit		7		0	45	0.00000
384.12(2)	0.27000	Aviation Authority (under sec.330A.15)		11		0	49	0.00000
384.12(3)	Amt Nec	Liability, property & self insurance costs		14	285,850	281,292	52	0.48652
384.12(5)	Amt Nec	Support of a Local Emerg.Mgmt.Comm.		462		0	465	0.00000
		Voted Other Permissible Levies						
28E.22	1.50000	Unified Law Enforcement		24		0	62	0.00000
		Total General Fund Regular Levies (5 thru 24)		25	4,906,347	4,828,072		
384.1	3.00375	Ag Land		26	2,355	2,355	63	3.00375
		Total General Fund Tax Levies (25 + 26)		27	4,908,702	4,830,427		Do Not Add
		Special Revenue Levies						
384.6	Amt Nec	Police & Fire Retirement		29	250,000	246,012		0.42550
	Amt Nec	FICA & IPERS (if general fund at levy limit)		30	250,000	246,012		0.42550
Rules	Amt Nec	Other Employee Benefits		31	381,600	375,510		0.64948
		Subtotal Employee Benefit Levy (29,30,31)		32	881,600	867,534	65	1.50048
			Valuation					
386	As Req	With Gas & Elec						
	SSMID 1 (A)	0 (B)		0	34	0	66	0.00000
	SSMID 2 (A)	0 (B)		0	35	0	67	0.00000
	SSMID 3 (A)	0 (B)		0	36	0	68	0.00000
	SSMID 4 (A)	0 (B)		0	37	0	69	0.00000
	SSMID 5 (A)	0 (B)		0	555	0	565	0.00000
	SSMID 6 (A)	0 (B)		0	556	0	566	0.00000
	SSMID 7 (A)	0 (B)		0	1177	0	1179	0.00000
	SSMID 8 (A)	0 (B)		0	1185	0	1187	0.00000
		Total Special Revenue Levies		39	881,600	867,534		
384.4	Amt Nec	Debt Service Levy 76.10(6)		40	889,724	876,600	70	1.40000
384.7	0.67500	Capital Projects (Capital Improv. Reserve)		41		0	71	0.00000
		Total Property Taxes (27+39+40+41)		42	6,680,026	6,574,561	72	11.25108

**COUNTY AUDITOR - I certify the budget is in compliance with ALL the following:
Budgets that DO NOT meet ALL the criteria below are not statutorily compliant & must be returned to the city for correction.**

(City Representative)

(Date)

(County Auditor)

(Date)

The City Council will conduct a public hearing on the proposed Fiscal Year City property tax levy as follows:

Meeting Date: 3/23/2026 Meeting Time: 05:00 PM Meeting Location: City Hall, 627 N Adams Street, Carroll, IA

At the public hearing any resident or taxpayer may present objections to, or arguments in favor of the proposed tax levy. After the hearing of the proposed tax levy, the City Council will publish notice and hold a hearing on the proposed city budget.

City Website (if available)
 www.cityofcarroll.com

City Telephone Number
 (712) 792-1000

Iowa Department of Management	Current Year Certified Property Tax 2025 - 2026	Budget Year Effective Property Tax 2026 - 2027	Budget Year Proposed Property Tax 2026 - 2027
Taxable Valuations for Non-Debt Service	519,080,228	578,170,575	578,170,575
Consolidated General Fund	4,204,550	4,204,550	4,546,780
Operation & Maintenance of Public Transit	0	0	0
Aviation Authority	0	0	0
Liability, Property & Self Insurance	281,165	281,165	281,292
Support of Local Emergency Mgmt. Comm.	0	0	0
Unified Law Enforcement	0	0	0
Police & Fire Retirement	270,493	270,493	246,012
FICA & IPERS (If at General Fund Limit)	491,803	491,803	246,012
Other Employee Benefits	337,428	337,428	375,510
Capital Projects (Capital Improv. Reserve)	0	0	0
Taxable Value for Debt Service	566,499,904	626,143,164	626,143,164
Debt Service	794,029	794,029	876,600
CITY REGULAR TOTAL PROPERTY TAX	6,379,468	6,379,468	6,572,206
CITY REGULAR TAX RATE	12.16190	10.92866	11.25108
Taxable Value for City Ag Land	778,203	783,967	783,967
Ag Land	2,338	2,338	2,355
CITY AG LAND TAX RATE	3.00375	2.98227	3.00375
Tax Rate Comparison-Current VS. Proposed			
Residential property with an Actual/Assessed Valuation of \$100,000/\$110,000	Current Year Certified 2025/2026	Budget Year Proposed 2026/2027	Percent Change
City Regular Residential	577	551	-4.51
Commercial property with an Actual/Assessed Valuation of \$300,000/\$330,000	Current Year Certified 2025/2026	Budget Year Proposed 2026/2027	Percent Change
City Regular Commercial	2,507	2,574	2.67

Note: Actual/Assessed Valuation is multiplied by a Rollback Percentage to get to the Taxable Valuation to calculate Property Taxes. Residential and commercial properties have the same rollback percentage through \$150,000 of actual/assessed valuation.

Reasons for tax increase if proposed exceeds the current:

To provide services to City of Carroll residents and for the repayment of debt for various public improvement projects including 12th Street Reconstruction and a new fire truck.

FUND BALANCE

City Name: CARROLL
 Fiscal Year July 1, 2026 - June 30, 2027

		GENERAL	SPECIAL REVENUES	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	TOTAL GOVERNMENT	PROPRIETARY	GRAND TOTAL
Annual Report FY 2025										
Beginning Fund Balance July 1	1	4,732,368	6,983,924	279,316	119,883	6,240,323	731,485	19,087,299	10,949,456	30,036,755
Actual Revenues Except Beg Balance	2	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
Actual Expenditures Except End Balance	3	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
Ending Fund Balance June 30	4	4,691,055	7,360,565	102,369	112,218	2,675,161	776,079	15,717,447	12,987,739	28,705,186
Re-Estimated FY 2026										
Beginning Fund Balance	5	4,691,055	7,360,565	102,369	112,218	2,675,161	776,079	15,717,447	12,987,739	28,705,186
Re-Est Revenues	6	9,350,539	5,204,618	1,163,338	2,059,400	3,919,637	47,000	21,744,532	5,211,222	26,955,754
Re-Est Expenditures	7	9,814,414	5,418,445	1,148,915	1,670,363	3,627,051	0	21,679,188	9,492,652	31,171,840
Ending Fund Balance	8	4,227,180	7,146,738	116,792	501,255	2,967,747	823,079	15,782,791	8,706,309	24,489,100
Budget FY 2027										
Beginning Fund Balance	9	4,227,180	7,146,738	116,792	501,255	2,967,747	823,079	15,782,791	8,706,309	24,489,100
Revenues	10	9,458,461	4,798,167	1,175,773	2,655,850	7,270,751	42,000	25,401,002	10,088,615	35,489,617
Expenditures	11	10,182,359	5,299,441	1,107,056	3,059,747	6,230,124	0	25,878,727	7,323,257	33,201,984
Ending Fund Balance	12	3,503,282	6,645,464	185,509	97,358	4,008,374	865,079	15,305,066	11,471,667	26,776,733

LOCAL EMC SUPPORT

City Name: CARROLL

Fiscal Year July 1, 2026 - June 30, 2027

As provided in Iowa Code Section 384.12, subsection 22, a city may levy the amount necessary in support of a local Emergency Management Commission. In addition to this individual levy, Emergency Management Commission support may also be included as part of the General Fund Levy. Iowa Code Section 29C.17, subsection 6 states that any support from cities or counties must be separately reported on tax statements issued by the county treasurer. Input the amount of General Fund Levy request to be used for support of an Emergency Management Commission. The total below will reflect the total amount of Emergency Management Commission support provided by the City.

	Request with Utility Replacement	Property Taxes Levied
Portion of General Fund Levy Used for Emerg. Mgmt. Comm.		0
Support of a Local Emerg.Mgmt.Comm.	0	0
TOTAL FOR FY 2027	0	0

City Name: CARROLL
 Fiscal Year July 1, 2025 - June 30, 2026

GOVERNMENT ACTIVITIES CONT.		GENERAL	SPECIAL REVENUE	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	RE-ESTIMATED 2026	ACTUAL 2025
PUBLIC SAFETY										
Police Department/Crime Prevention	1	2,305,032	5,300						2,310,332	2,221,974
Jail	2								0	0
Emergency Management	3								0	0
Flood Control	4								0	0
Fire Department	5	273,940							273,940	202,623
Ambulance	6								0	0
Building Inspections	7	275,597							275,597	238,466
Miscellaneous Protective Services	8	150,000							150,000	150,000
Animal Control	9								0	0
Other Public Safety	10	4,500							4,500	2,749
TOTAL (lines 1 - 10)	11	3,009,069	5,300					0	3,014,369	2,815,812
PUBLIC WORKS										
Roads, Bridges, & Sidewalks	12	26,624	1,117,831						1,144,455	1,070,272
Parking - Meter and Off-Street	13								0	0
Street Lighting	14	176,000							176,000	174,957
Traffic Control and Safety	15								0	0
Snow Removal	16		143,545						143,545	116,655
Highway Engineering	17								0	0
Street Cleaning	18		25,760						25,760	13,885
Airport (if not Enterprise)	19	210,900							210,900	336,031
Garbage (if not Enterprise)	20	807,300							807,300	755,771
Other Public Works	21	276,510	272,017						548,527	384,659
TOTAL (lines 12 - 21)	22	1,497,334	1,559,153					0	3,056,487	2,852,230
HEALTH & SOCIAL SERVICES										
Welfare Assistance	23								0	0
City Hospital	24								0	0
Payments to Private Hospitals	25								0	0
Health Regulation and Inspection	26								0	0
Water, Air, and Mosquito Control	27								0	0
Community Mental Health	28								0	0
Other Health and Social Services	29	19,600	64,240						83,840	79,677
TOTAL (lines 23 - 29)	30	19,600	64,240					0	83,840	79,677
CULTURE & RECREATION										
Library Services	31	633,392	27,500						660,892	549,037
Museum, Band and Theater	32	119,048							119,048	8,808
Parks	33	593,060	224,560						817,620	691,020
Recreation	34	1,960,593	217,550						2,178,143	1,827,967
Cemetery	35	165,320							165,320	194,162
Community Center, Zoo, & Marina	36								0	0
Other Culture and Recreation	37								0	0
TOTAL (lines 31 - 37)	38	3,471,413	469,610					0	3,941,023	3,270,994

City Name: CARROLL
 Fiscal Year July 1, 2025 - June 30, 2026

GOVERNMENT ACTIVITIES CONT.	GENERAL	SPECIAL REVENUE	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	RE-ESTIMATED 2026	ACTUAL 2025
COMMUNITY & ECONOMIC DEVELOPMENT									
Community Beautification	39							0	51,179
Economic Development	40		354,753					354,753	282,400
Housing and Urban Renewal	41	3,500	370,000					373,500	162,500
Planning & Zoning	42	500						500	106
Other Com & Econ Development	43	148,000						148,000	71,978
TIF Rebates	44			109,692				109,692	99,397
TOTAL (lines 39 - 44)	45	152,000	724,753	109,692			0	986,445	667,560
GENERAL GOVERNMENT									
Mayor, Council, & City Manager	46	30,497						30,497	29,190
Clerk, Treasurer, & Finance Adm.	47	640,303						640,303	599,904
Elections	48	3,050						3,050	0
Legal Services & City Attorney	49	48,039						48,039	39,522
City Hall & General Buildings	50	113,931						113,931	110,472
Tort Liability	51	617,678						617,678	644,377
Other General Government	52	61,500						61,500	56,042
TOTAL (lines 46 - 52)	53	1,514,998	0	0			0	1,514,998	1,479,507
DEBT SERVICE									
Gov Capital Projects	55			1,670,363				1,670,363	1,504,054
TIF Capital Projects	56				3,289,593			3,289,593	4,928,442
TOTAL CAPITAL PROJECTS	57	0	0	0	182,740			182,740	2,220,915
TOTAL CAPITAL PROJECTS	57	0	0	0	3,472,333		0	3,472,333	7,149,357
TOTAL Governmental Activities Expenditures (lines 11+22+30+38+44+52+53+54)	58	9,664,414	2,823,056	109,692	1,670,363	3,472,333	0	17,739,858	19,819,191
BUSINESS TYPE ACTIVITIES									
Proprietary: Enterprise & Budgeted ISF									
Water Utility	59						1,545,145	1,545,145	1,080,237
Sewer Utility	60						1,200,875	1,200,875	1,039,454
Electric Utility	61							0	0
Gas Utility	62							0	0
Airport	63							0	0
Landfill/Garbage	64							0	0
Transit	65							0	0
Cable TV, Internet & Telephone	66							0	0
Housing Authority	67							0	0
Storm Water Utility	68						7,115	7,115	7,135
Other Business Type (city hosp., ISF, parking, etc.)	69							0	0
Enterprise DEBT SERVICE	70							0	735,420
Enterprise CAPITAL PROJECTS	71						4,959,602	4,959,602	1,550,727
Enterprise TIF CAPITAL PROJECTS	72							0	0
TOTAL BUSINESS TYPE EXPENDITURES (lines 59+72)	73						7,712,737	7,712,737	4,412,973
TOTAL ALL EXPENDITURES (lines 58+73)	74	9,664,414	2,823,056	109,692	1,670,363	3,472,333	0	7,712,737	25,452,595
Regular Transfers Out	75	150,000	2,595,389			154,718		1,779,915	4,680,022
Internal TIF Loan Transfers Out	76			1,039,223				1,039,223	1,272,149
Total ALL Transfers Out	77	150,000	2,595,389	1,039,223	0	154,718	0	1,779,915	5,719,245
Total Expenditures and Other Fin Uses (lines 74+77)	78	9,814,414	5,418,445	1,148,915	1,670,363	3,627,051	0	9,492,652	31,171,840
Ending Fund Balance June 30	79	4,227,180	7,146,738	116,792	501,255	2,967,747	823,079	8,706,309	28,705,186

RE-ESTIMATED REVENUES DETAIL

City Name: CARROLL
 Fiscal Year July 1, 2025 - June 30, 2026

REVENUES & OTHER FINANCING SOURCES		GENERAL	SPECIAL REVENUE	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	RE-ESTIMATED 2026	ACTUAL 2025
Taxes Levied on Property	1	4,562,813	1,118,050		806,157				6,487,020	6,383,236
Less: Uncollected Property Taxes - Levy Year	2								0	0
Net Current Property Taxes (line 1 minus line 2)	3	4,562,813	1,118,050		806,157	0			6,487,020	6,383,236
Delinquent Property Taxes	4								0	0
TIF Revenues	5			1,156,983					1,156,983	1,180,213
Other City Taxes:										
Utility Tax Replacement Excise Taxes	6								0	0
Utility franchise tax (Iowa Code Chapter 364.2)	7	173,000							173,000	203,940
Parimutuel wager tax	8								0	0
Gaming wager tax	9								0	0
Mobile Home Taxes	10								0	0
Hotel/Motel Taxes	11	240,000							240,000	266,663
Other Local Option Taxes	12		2,100,000						2,100,000	2,144,481
Subtotal - Other City Taxes (lines 6 thru 12)	13	413,000	2,100,000		0	0			2,513,000	2,615,084
Licenses & Permits	14	117,900							117,900	114,620
Use of Money & Property	15	318,175	89,000	5,706		50,000	22,000	363,400	848,281	1,234,575
Intergovernmental:										
Federal Grants & Reimbursements	16	11,850				1,000,000			1,011,850	834,135
Road Use Taxes	17		1,434,619						1,434,619	1,465,781
Other State Grants & Reimbursements	18	210,260	59,200	649	32,913	203,000			506,022	438,312
Local Grants & Reimbursements	19	85,451				50,000			135,451	84,370
Subtotal - Intergovernmental (lines 16 thru 19)	20	307,561	1,493,819	649	32,913	1,253,000		0	3,087,942	2,822,598
Charges for Fees & Service:										
Water Utility	21							1,701,700	1,701,700	1,567,530
Sewer Utility	22							2,192,000	2,192,000	2,214,564
Electric Utility	23								0	0
Gas Utility	24								0	0
Parking	25								0	0
Airport	26								0	0
Landfill/Garbage	27	675,500							675,500	632,238
Hospital	28								0	0
Transit	29	19,600							19,600	16,065
Cable TV, Internet & Telephone	30								0	0
Housing Authority	31								0	0
Storm Water Utility	32							275,615	275,615	270,750
Other Fees & Charges for Service	33	1,366,650	5,000				20,000		1,391,650	1,335,665
Subtotal - Charges for Service (lines 21 thru 33)	34	2,061,750	5,000		0	0	20,000	4,169,315	6,256,065	6,036,812
Special Assessments	35					551			551	22,168
Miscellaneous	36	216,518	33,154			424,595	5,000	89,500	768,767	669,901
Other Financing Sources:										
Regular Operating Transfers In	37	1,352,822	150,989		395,713	2,191,491		589,007	4,680,022	5,916,185
Internal TIF Loan Transfers In	38		214,606		824,617				1,039,223	1,272,149
Subtotal ALL Operating Transfers In	39	1,352,822	365,595	0	1,220,330	2,191,491	0	589,007	5,719,245	7,188,334
Proceeds of Debt (Excluding TIF Internal Borrowing)	40								0	1,576,378
Proceeds of Capital Asset Sales	41								0	245,010
Subtotal-Other Financing Sources (lines 36 thru 38)	42	1,352,822	365,595	0	1,220,330	2,191,491	0	589,007	5,719,245	9,009,722
Total Revenues except for beginning fund balance (lines 3, 4, 5, 12, 13, 14, 19, 33, 34, 35, & 39)	43	9,350,539	5,204,618	1,163,338	2,059,400	3,919,637	47,000	5,211,222	26,955,754	30,088,929
Beginning Fund Balance July 1	44	4,691,055	7,360,565	102,369	112,218	2,675,161	776,079	12,987,739	28,705,186	30,036,755
TOTAL REVENUES & BEGIN BALANCE (lines 41+42)	45	14,041,594	12,565,183	1,265,707	2,171,618	6,594,798	823,079	18,198,961	55,660,940	60,125,684

EXPENDITURES SCHEDULE PAGE 1

City Name: CARROLL
 Fiscal Year July 1, 2026 - June 30, 2027

GOVERNMENT ACTIVITIES		GENERAL	SPECIAL REVENUES	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	BUDGET 2027	RE-ESTIMATED 2026	ACTUAL 2025
PUBLIC SAFETY											
Police Department/Crime Prevention	1	2,420,138	2,000						2,422,138	2,310,332	2,221,974
Jail	2								0	0	0
Emergency Management	3								0	0	0
Flood Control	4								0	0	0
Fire Department	5	196,594							196,594	273,940	202,623
Ambulance	6								0	0	0
Building Inspections	7	284,497							284,497	275,597	238,466
Miscellaneous Protective Services	8	150,000							150,000	150,000	150,000
Animal Control	9								0	0	0
Other Public Safety	10	4,625							4,625	4,500	2,749
TOTAL (lines 1 - 10)	11	3,055,854	2,000				0		3,057,854	3,014,369	2,815,812
PUBLIC WORKS											
Roads, Bridges, & Sidewalks	12	26,624	1,111,701						1,138,325	1,144,455	1,070,272
Parking - Meter and Off-Street	13								0	0	0
Street Lighting	14	176,000							176,000	176,000	174,957
Traffic Control and Safety	15								0	0	0
Snow Removal	16		143,545						143,545	143,545	116,655
Highway Engineering	17								0	0	0
Street Cleaning	18		25,760						25,760	25,760	13,885
Airport	19	210,900							210,900	210,900	336,031
Garbage (if not Enterprise)	20	829,170							829,170	807,300	755,771
Other Public Works	21	299,455	286,566						586,021	548,527	384,659
TOTAL (lines 12 - 21)	22	1,542,149	1,567,572				0		3,109,721	3,056,487	2,852,230
HEALTH & SOCIAL SERVICES											
Welfare Assistance	23								0	0	0
City Hospital	24								0	0	0
Payments to Private Hospitals	25								0	0	0
Health Regulation and Inspection	26								0	0	0
Water, Air, and Mosquito Control	27								0	0	0
Community Mental Health	28								0	0	0
Other Health and Social Services	29	19,600	70,240						89,840	83,840	79,677
TOTAL (lines 23 - 29)	30	19,600	70,240				0		89,840	83,840	79,677
CULTURE & RECREATION											
Library Services	31	637,960	27,500						665,460	660,892	549,037
Museum, Band and Theater	32	19,785							19,785	119,048	8,808
Parks	33	752,591	300,000						1,052,591	817,620	691,020
Recreation	34	2,063,510	35,000						2,098,510	2,178,143	1,827,967
Cemetery	35	155,706							155,706	165,320	194,162
Community Center, Zoo, & Marina	36								0	0	0
Other Culture and Recreation	37								0	0	0
TOTAL (lines 31 - 37)	38	3,629,552	362,500				0		3,992,052	3,941,023	3,270,994

City Name: CARROLL
Fiscal Year July 1, 2026 - June 30, 2027

GOVERNMENT ACTIVITIES	GENERAL	SPECIAL REVENUES	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	BUDGET 2027	RE-ESTIMATED 2026	ACTUAL 2025
COMMUNITY & ECONOMIC DEVELOPMENT										
Community Beautification	39							0	0	51,179
Economic Development	40		188,660					188,660	354,753	282,400
Housing and Urban Renewal	41	3,500	440,000					443,500	373,500	162,500
Planning & Zoning	42	1,000						1,000	500	106
Other Com & Econ Development	43	272,000						272,000	148,000	71,978
TIF Rebates	44			59,721				59,721	109,692	99,397
TOTAL (lines 39 - 44)	45	276,500	628,660	59,721		0		964,881	986,445	667,560
GENERAL GOVERNMENT										
Mayor, Council, & City Manager	46	31,747						31,747	30,497	29,190
Clerk, Treasurer, & Finance Adm.	47	694,521						694,521	640,303	599,904
Elections	48							0	3,050	0
Legal Services & City Attorney	49	55,539						55,539	48,039	39,522
City Hall & General Buildings	50	115,454						115,454	113,931	110,472
Tort Liability	51	649,443						649,443	617,678	644,377
Other General Government	52	62,000						62,000	61,500	56,042
TOTAL (lines 46 - 52)	53	1,608,704	0	0		0		1,608,704	1,514,998	1,479,507
DEBT SERVICE	54			3,059,747				3,059,747	1,670,363	1,504,054
Gov Capital Projects	55				5,571,124			5,571,124	3,289,593	4,928,442
TIF Capital Projects	56				659,000			659,000	182,740	2,220,915
TOTAL CAPITAL PROJECTS	57	0	0	0	6,230,124	0		6,230,124	3,472,333	7,149,357
TOTAL Government Activities Expenditures (lines 11+22+30+38+45+53+54+57)	58	10,132,359	2,630,972	59,721	3,059,747	6,230,124	0	22,112,923	17,739,858	19,819,191
BUSINESS TYPE ACTIVITIES										
Proprietary: Enterprise & Budgeted ISF										
Water Utility	59						1,543,867	1,543,867	1,545,145	1,080,237
Sewer Utility	60						1,053,449	1,053,449	1,200,875	1,039,454
Electric Utility	61						0	0	0	0
Gas Utility	62						0	0	0	0
Airport	63						0	0	0	0
Landfill/Garbage	64						0	0	0	0
Transit	65						0	0	0	0
Cable TV, Internet & Telephone	66						0	0	0	0
Housing Authority	67						0	0	0	0
Storm Water Utility	68						7,115	7,115	7,115	7,135
Other Business Type (city hosp., ISF, parking, etc.)	69						0	0	0	0
Enterprise DEBT SERVICE	70							0	0	735,420
Enterprise CAPITAL PROJECTS	71						3,222,161	3,222,161	4,959,602	1,550,727
Enterprise TIF CAPITAL PROJECTS	72							0	0	0
TOTAL Business Type Expenditures (lines 59 - 72)	73						5,826,592	5,826,592	7,712,737	4,412,973
TOTAL ALL EXPENDITURES (lines 58 + 73)	74	10,132,359	2,630,972	59,721	3,059,747	6,230,124	0	5,826,592	27,939,515	24,232,164
Regular Transfers Out	75	50,000	2,668,469					1,496,665	4,215,134	4,680,022
Internal TIF Loan / Repayment Transfers Out	76			1,047,335				1,047,335	1,039,223	1,272,149
Total ALL Transfers Out	77	50,000	2,668,469	1,047,335	0	0	0	1,496,665	5,262,469	5,719,245
Total Expenditures & Fund Transfers Out (lines 74+77)	78	10,182,359	5,299,441	1,107,056	3,059,747	6,230,124	0	7,323,257	33,201,984	31,171,840
Ending Fund Balance June 30	79	3,503,282	6,645,464	185,509	97,358	4,008,374	865,079	11,471,667	24,489,100	28,705,186

REVENUES DETAIL

City Name: CARROLL
 Fiscal Year July 1, 2026 - June 30, 2027

		GENERAL	SPECIAL REVENUES	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	BUDGET 2027	RE-ESTIMATED 2026	ACTUAL 2025
REVENUES & OTHER FINANCING SOURCES											
Taxes Levied on Property	1	4,830,427	867,534		876,600	0			6,574,561	6,487,020	6,383,236
Less: Uncollected Property Taxes - Levy Year	2								0	0	0
Net Current Property Taxes (line 1 minus line 2)	3	4,830,427	867,534		876,600	0			6,574,561	6,487,020	6,383,236
Delinquent Property Taxes	4								0	0	0
TIF Revenues	5			1,170,468					1,170,468	1,156,983	1,180,213
Other City Taxes:											
Utility Tax Replacement Excise Taxes	6	78,275	14,066		13,124	0			105,465	0	0
Utility franchise tax (Iowa Code Chapter 364.2)	7	182,000							182,000	173,000	203,940
Parimutuel wager tax	8								0	0	0
Gaming wager tax	9								0	0	0
Mobile Home Taxes	10								0	0	0
Hotel/Motel Taxes	11	240,000							240,000	240,000	266,663
Other Local Option Taxes	12		2,100,000						2,100,000	2,100,000	2,144,481
Subtotal - Other City Taxes (lines 6 thru 12)	13	500,275	2,114,066		13,124	0			2,627,465	2,513,000	2,615,084
Licenses & Permits	14	103,600							103,600	117,900	114,620
Use of Money & Property	15	293,575	53,500	5,305		50,000	22,000	353,400	777,780	848,281	1,234,575
Intergovernmental:											
Federal Grants & Reimbursements	16	4,500				817,344			821,844	1,011,850	834,135
Road Use Taxes	17		1,444,940						1,444,940	1,434,619	1,465,781
Other State Grants & Reimbursements	18	174,862	34,424		25,000	360,000			594,286	506,022	438,312
Local Grants & Reimbursements	19	80,743							80,743	135,451	84,370
Subtotal - Intergovernmental (lines 16 thru 19)	20	260,105	1,479,364	0	25,000	1,177,344		0	2,941,813	3,087,942	2,822,598
Charges for Fees & Service:											
Water Utility	21							1,778,100	1,778,100	1,701,700	1,567,530
Sewer Utility	22							2,192,000	2,192,000	2,192,000	2,214,564
Electric Utility	23							0	0	0	0
Gas Utility	24							0	0	0	0
Parking	25							0	0	0	0
Airport	26							0	0	0	0
Landfill/Garbage	27	695,765							695,765	675,500	632,238
Hospital	28							0	0	0	0
Transit	29	19,600							19,600	19,600	16,065
Cable TV, Internet & Telephone	30							0	0	0	0
Housing Authority	31							0	0	0	0
Storm Water Utility	32							275,615	275,615	275,615	270,750
Other Fees & Charges for Service	33	1,406,830	5,000				20,000		1,431,830	1,391,650	1,335,665
Subtotal - Charges for Service (lines 21 thru 33)	34	2,122,195	5,000		0	0	20,000	4,245,715	6,392,910	6,256,065	6,036,812
Special Assessments	35					551			551	551	22,168
Miscellaneous	36	214,050	6,750					89,500	310,300	768,767	669,901
Other Financing Sources:											
Regular Operating Transfers In	37	1,124,239	169,278		806,461	1,215,156		900,000	4,215,134	4,680,022	5,916,185
Internal TIF Loan Transfers In	38	9,995	102,675		934,665				1,047,335	1,039,223	1,272,149
Subtotal ALL Operating Transfers In	39	1,134,234	271,953	0	1,741,126	1,215,156	0	900,000	5,262,469	5,719,245	7,188,334
Proceeds of Debt (Excluding TIF Internal Borrowing)	40					4,827,700		4,500,000	9,327,700	0	1,576,378
Proceeds of Capital Asset Sales	41								0	0	245,010
Subtotal-Other Financing Sources (lines 38 thru 40)	42	1,134,234	271,953	0	1,741,126	6,042,856	0	5,400,000	14,590,169	5,719,245	9,009,722
Total Revenues except for beginning fund balance (lines 3, 4, 5, 13, 14, 15, 20, 34, 35, 36, & 41)	43	9,458,461	4,798,167	1,175,773	2,655,850	7,270,751	42,000	10,088,615	35,489,617	26,955,754	30,088,929
Beginning Fund Balance July 1	44	4,227,180	7,146,738	116,792	501,255	2,967,747	823,079	8,706,309	24,489,100	28,705,186	30,036,755
TOTAL REVENUES & BEGIN BALANCE (lines 42+43)	45	13,685,641	11,944,905	1,292,565	3,157,105	10,238,498	865,079	18,794,924	59,978,717	55,660,940	60,125,684

ADOPTED BUDGET SUMMARY

City Name: CARROLL
 Fiscal Year July 1, 2026 - June 30, 2027

	GENERAL	SPECIAL REVENUES	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	BUDGET 2027	RE-ESTIMATED 2026	ACTUAL 2025
Revenues & Other Financing Sources										
Taxes Levied on Property	1	4,830,427	867,534		876,600	0		6,574,561	6,487,020	6,383,236
Less: Uncollected Property Taxes-Levy Year	2	0	0		0	0		0	0	0
Net Current Property Taxes	3	4,830,427	867,534		876,600	0		6,574,561	6,487,020	6,383,236
Delinquent Property Taxes	4	0	0		0	0		0	0	0
TIF Revenues	5			1,170,468				1,170,468	1,156,983	1,180,213
Other City Taxes	6	500,275	2,114,066		13,124	0		2,627,465	2,513,000	2,615,084
Licenses & Permits	7	103,600	0				0	103,600	117,900	114,620
Use of Money and Property	8	293,575	53,500	5,305	0	50,000	22,000	353,400	777,780	848,281
Intergovernmental	9	260,105	1,479,364	0	25,000	1,177,344		0	2,941,813	3,087,942
Charges for Fees & Service	10	2,122,195	5,000		0	0	20,000	4,245,715	6,392,910	6,036,812
Special Assessments	11	0	0		0	551		551	551	22,168
Miscellaneous	12	214,050	6,750		0	0	0	89,500	310,300	768,767
Sub-Total Revenues	13	8,324,227	4,526,214	1,175,773	914,724	1,227,895	42,000	4,688,615	20,899,448	21,236,509
Other Financing Sources:										
Total Transfers In	14	1,134,234	271,953	0	1,741,126	1,215,156	0	900,000	5,262,469	5,719,245
Proceeds of Debt	15	0	0	0	0	4,827,700		4,500,000	9,327,700	0
Proceeds of Capital Asset Sales	16	0	0	0	0	0	0	0	0	245,010
Total Revenues and Other Sources	17	9,458,461	4,798,167	1,175,773	2,655,850	7,270,751	42,000	10,088,615	35,489,617	26,955,754
Expenditures & Other Financing Uses										
Public Safety	18	3,055,854	2,000	0			0	3,057,854	3,014,369	2,815,812
Public Works	19	1,542,149	1,567,572	0			0	3,109,721	3,056,487	2,852,230
Health and Social Services	20	19,600	70,240	0			0	89,840	83,840	79,677
Culture and Recreation	21	3,629,552	362,500	0			0	3,992,052	3,941,023	3,270,994
Community and Economic Development	22	276,500	628,660	59,721			0	964,881	986,445	667,560
General Government	23	1,608,704	0	0			0	1,608,704	1,514,998	1,479,507
Debt Service	24	0	0	0	3,059,747		0	3,059,747	1,670,363	1,504,054
Capital Projects	25	0	0	0		6,230,124	0	6,230,124	3,472,333	7,149,357
Total Government Activities Expenditures	26	10,132,359	2,630,972	59,721	3,059,747	6,230,124	0	22,112,923	17,739,858	19,819,191
Business Type Proprietary: Enterprise & ISF	27							5,826,592	5,826,592	7,712,737
Total Gov & Bus Type Expenditures	28	10,132,359	2,630,972	59,721	3,059,747	6,230,124	0	5,826,592	27,939,515	24,232,164
Total Transfers Out	29	50,000	2,668,469	1,047,335	0	0	0	1,496,665	5,262,469	5,719,245
Total ALL Expenditures/Fund Transfers Out	30	10,182,359	5,299,441	1,107,056	3,059,747	6,230,124	0	7,323,257	33,201,984	31,420,498
Excess Revenues & Other Sources Over	31									
(Under) Expenditures/Transfers Out	32	-723,898	-501,274	68,717	-403,897	1,040,627	42,000	2,765,358	2,287,633	-4,216,086
Beginning Fund Balance July 1	33	4,227,180	7,146,738	116,792	501,255	2,967,747	823,079	8,706,309	24,489,100	28,705,186
Ending Fund Balance June 30	34	3,503,282	6,645,464	185,509	97,358	4,008,374	865,079	11,471,667	24,489,100	28,705,186

LONG TERM DEBT SCHEDULE - LT DEBT1

GENERAL OBLIGATION BONDS, TIF BONDS, REVENUE BONDS, LOANS, LEASE-PURCHASE PAYMENTS

Debt Name		Amount of Issue	Type of Debt Obligation	Debt Resolution Number	Principal Due FY	Interest Due FY	Total Obligation Due FY	Bond Reg./ Paying Agent Fees Due FY	Reductions due to Refinancing or Prepayment of Certified Debt	Paid from Funds OTHER THAN Current Year Debt Service Taxes	Amount Paid Current Year Debt Service Levy
2020A - Fire Truck/Street Improvements	1	1,505,000	GO	20-17	145,000	21,150	166,150	600	0	34,653	132,097
2021A - Refunding Library/City Hall/Park Projects	2	3,325,000	GO	21-67	260,000	27,500	287,500	600			288,100
2022A - Rec Center LOSST Debt	3	5,400,000	GO	22-90	230,000	161,113	391,113	600		391,713	0
2024B - CBD Street Resurfacing/Traffic Signals	4	1,555,000	GO	24-84	795,000	31,800	826,800	600		827,400	0
2026A - PROPOSED Streets/Fire Truck/WW/Water/Traffic Signals	5	9,695,000	GO	25-14	1,020,000	365,184	1,385,184	600		916,257	469,527
	6	-					0				0
	7	-					0				0
	8	-					0				0
	9	-					0				0
	10	-					0				0
	11	-					0				0
	12	-					0				0
	13	-					0				0
	14	-					0				0
	15	-					0				0
	16	-					0				0
	17	-					0				0
	18	-					0				0
	19	-					0				0
	20	-					0				0
	21	-					0				0
	22	-					0				0
	23	-					0				0
	24	-					0				0
	25	-					0				0
	26	-					0				0
	27	-					0				0
	28	-					0				0
	29	-					0				0
	30	-					0				0
TOTALS					2,450,000	606,747	3,056,747	3,000	0	2,170,023	889,724

LONG TERM DEBT SCHEDULE - GRAND TOTALS

GENERAL OBLIGATION BONDS, TIF BONDS, REVENUE BONDS, LOANS, LEASE-PURCHASE PAYMENTS

	Principal Due FY 2027	Interest Due FY 2027	Total Obligation Due FY 2027	Bond Reg./ Paying Agent Fees Due FY 2027	Reductions due to Refinancing or Prepayment of Certified Debt	Paid from Sources OTHER THAN Budget Year Debt Service Levy	Amount Paid Budget Year Debt Service Levy
GO - TOTAL	2,450,000	606,747	3,056,747	3,000	0	2,170,023	889,724
NON GO - TOTAL	0	0	0	0	0	0	0
GRAND - TOTAL	2,450,000	606,747	3,056,747	3,000	0	2,170,023	889,724

NOTICE OF PUBLIC HEARING -- PROPOSED BUDGET
Fiscal Year July 1, 2026 - June 30, 2027

City of: **CARROLL**

The City Council will conduct a public hearing on the proposed Budget at: **City Hall, 627 N Adams Street, Carroll, IA 51401 Meeting Date: 4/13/2026**
Meeting Time: 05:15 PM

At the public hearing any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget. This notice represents a summary of the supporting detail of revenues and expenditures on file with the City Clerk and County Auditor.

City budgets are subject to protest. If protest petition requirements are met, the State Appeal Board will hold a local hearing. For more information, consult <https://dom.iowa.gov/local-budget-appeals>.

The Budget Estimate Summary of proposed receipts and expenditures is shown below. Copies of the the detailed proposed Budget may be obtained or viewed at the offices of the Mayor, City Clerk, and at the Library.				
The estimated Total tax levy rate per \$1000 valuation on regular property				
				11.25108
The estimated tax levy rate per \$1000 valuation on Agricultural property is				
				3.00375
At the public hearing, any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget.				
Phone Number (712) 792-1000		City Clerk/Finance Officer's NAME Laura Schaefer		
		Budget FY 2027	Re-estimated FY 2026	Actual FY 2025
Revenues & Other Financing Sources				
Taxes Levied on Property	1	6,574,561	6,487,020	6,383,236
Less: Uncollected Property Taxes-Levy Year	2	0	0	0
Net Current Property Taxes	3	6,574,561	6,487,020	6,383,236
Delinquent Property Taxes	4	0	0	0
TIF Revenues	5	1,170,468	1,156,983	1,180,213
Other City Taxes	6	2,627,465	2,513,000	2,615,084
Licenses & Permits	7	103,600	117,900	114,620
Use of Money and Property	8	777,780	848,281	1,234,575
Intergovernmental	9	2,941,813	3,087,942	2,822,598
Charges for Fees & Service	10	6,392,910	6,256,065	6,036,812
Special Assessments	11	551	551	22,168
Miscellaneous	12	310,300	768,767	669,901
Other Financing Sources	13	9,327,700	0	1,821,388
Transfers In	14	5,262,469	5,719,245	7,188,334
Total Revenues and Other Sources	15	35,489,617	26,955,754	30,088,929
Expenditures & Other Financing Uses				
Public Safety	16	3,057,854	3,014,369	2,815,812
Public Works	17	3,109,721	3,056,487	2,852,230
Health and Social Services	18	89,840	83,840	79,677
Culture and Recreation	19	3,992,052	3,941,023	3,270,994
Community and Economic Development	20	964,881	986,445	667,560
General Government	21	1,608,704	1,514,998	1,479,507
Debt Service	22	3,059,747	1,670,363	1,504,054
Capital Projects	23	6,230,124	3,472,333	7,149,357
Total Government Activities Expenditures	24	22,112,923	17,739,858	19,819,191
Business Type / Enterprises	25	5,826,592	7,712,737	4,412,973
Total ALL Expenditures	26	27,939,515	25,452,595	24,232,164
Transfers Out	27	5,262,469	5,719,245	7,188,334
Total ALL Expenditures/Transfers Out	28	33,201,984	31,171,840	31,420,498
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	29	2,287,633	-4,216,086	-1,331,569
Beginning Fund Balance July 1	30	24,489,100	28,705,186	30,036,755
Ending Fund Balance June 30	31	26,776,733	24,489,100	28,705,186

MEMO TO: Honorable Mayor and City Council Members
FROM: Aaron Kooiker, City Manager *AK*
DATE: April 7, 2026
SUBJECT: 2026 Downtown Façade Improvement Grant Program

In 2024, the first Downtown Façade Improvement Grants Program was approved by Council. Six applications were approved to spend \$115,878 from Local Option Sales Tax (LOST) collections to increase civic pride, visitation, consumer spending, business investment, and property values in the Downtown area. Then in 2025, seven projects were approved to spend \$102,674.91 from LOST.

Attached find the proposal for a 2026 Downtown Façade Improvement Grants Program. The proposed FY 2027 Budget allocates \$100,000 from LOST to fund five projects up to \$20,000 of matching grants. With the approval of this 2026 grant program, Downtown businesses can begin to work with contractors for improvements to be made over the next year. The grant funds will not be expended before July 1, 2026.

A slight change is recommended to the area covered by the program. The previous programs covered an area in the Downtown Business District that was within the pink shaded area (zoned B-3) of the Grant Guidelines. The shaded area is recommended to stay the same. The recommended change is to allow for businesses to apply that are on the other side of the street adjacent to the pink shaded area (zoned B-3) along N West Street, 7th Street, N Court Street and E 5th Street.

Recommendation: Council discussion and approval of the 2026 Downtown Façade Improvement Grants Program.

2026 Carroll Downtown Façade Improvement Grants

The City of Carroll, Iowa is engaged in a comprehensive downtown revitalization process. A key element of the revitalization program involves the re-creation of *Downtown Carroll*. Many smaller cities in Iowa have chosen this revitalization path and have seen improvements in the appearance and image of their downtowns, as well as increased civic pride, visitation, consumer spending, business investment, and property values.

Rehabilitation of Downtown's commercial buildings and returning their upper stories to productive use plays a key role in this revitalization strategy. To this end, the City has created a Downtown Façade Improvement Program to assist building owners in restoring and improving the original facades of their buildings.

2026 Rules and Sources of Funding

This is the third year of the Downtown Façade Improvement Grants.

The Downtown Façade Improvement Fund has \$100,000 in funding.

Maximum 2026 Award

Matching 50% reimbursement grants of up to \$20,000 are available under this program.

2026 Application Round

Application Period Opens – April 1, 2026

Application Period Closes – April 30, 2026

Application forms may be picked up at City Hall, 627 N Adams Street. They will also be posted at www.cityofcarroll.com.

Further Information

Please contact Aaron Kooiker, City Manager, City of Carroll by phone at 712-792-1000 or akooiker@cityofcarroll.com.

Façade Grant Rules

1. Applicant Eligibility

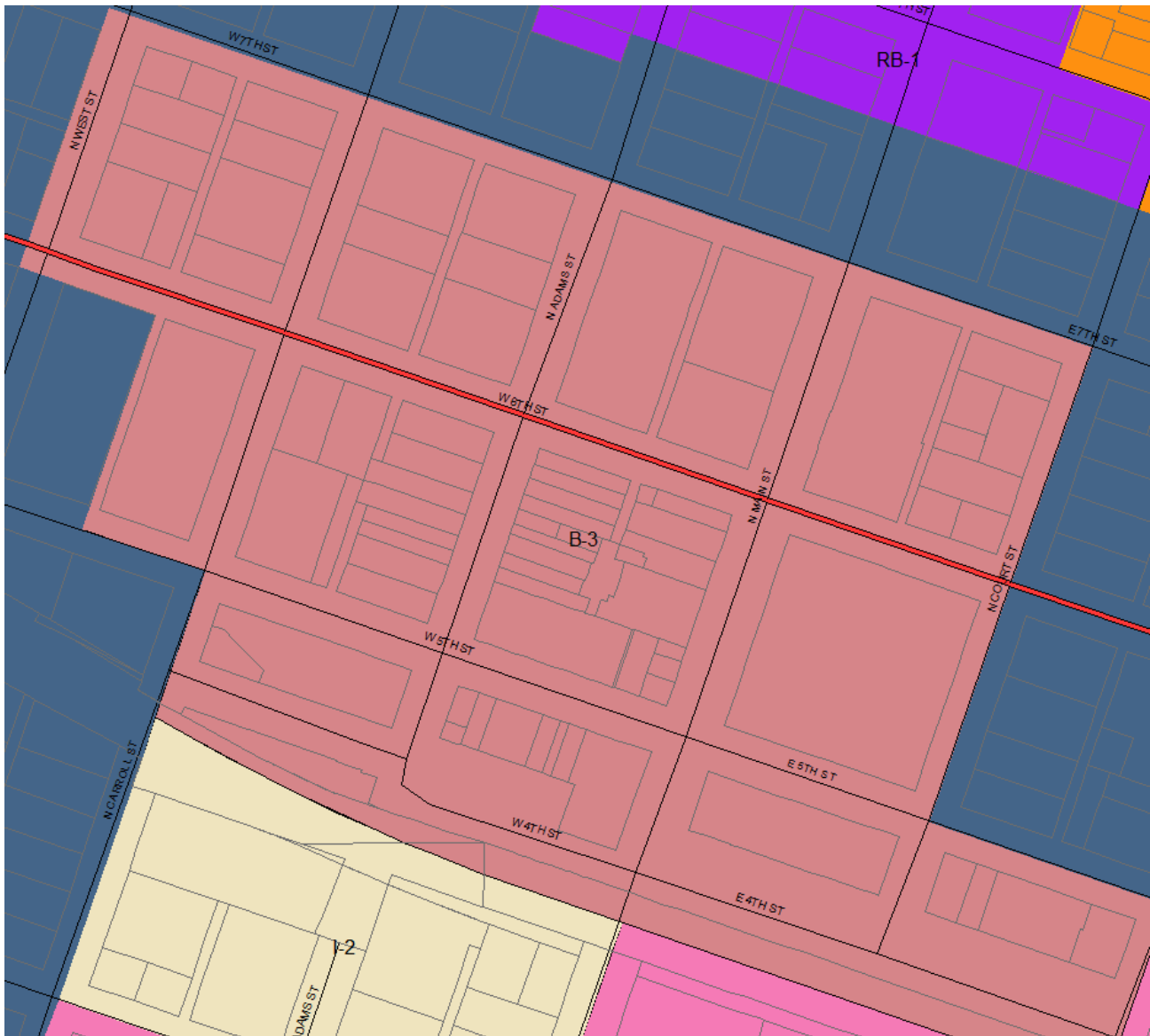
Any owner of an eligible building can submit an application for a Downtown Façade Improvement Grant.

Building tenants will be allowed to make an application on the Building Owner's behalf if the Owner has agreed in writing for the work to be undertaken at the cost of the Building Tenant.

2. Building Eligibility

Commercial buildings are eligible for a Downtown Façade Improvement Grant if:

- a) They are located on a property that is zoned B-3 (shown in pink below) and also including the properties zoned B-2 (shown in dark blue below) on the other side of the street adjacent to the area zoned B-3 along N West Street, 7th Street, N Court Street and E 5th Street:



3. Awards

The Downtown Façade Improvement Grant program will provide matching funds to a maximum of \$20,000 per building.

Applicants may choose to provide additional funding beyond the minimum 50% matching requirement.

4. Eligible Costs

Downtown Façade Improvement Grants can be used to reimburse award recipients for the following costs:

- i) Removal of metal, vinyl, or wood siding that has been used to cover the original brick façade and any added structural elements to support such siding;
- ii) Repairs to the original façade;
- iii) Repairs to existing cornices, pediments, or coping;
- iv) Replacement of, or repairs to, front entry stairs;
- v) Installation, repair, or replacement of entry ramps for the mobility impaired if appropriate;
- vi) Replacement of exterior doors;
- vii) Replacement of main floor and upper story windows;
- viii) The addition of new, or the replacement of existing, awnings;
- ix) The removal, replacement, or repair of storefront canopies;
- x) The addition of artistic building signage which is compatible with the building and the period that it was built in (see attached photographic examples), including:
 - o Decorative vertical signage attached to the front façade;
 - o pedestrian scale signage located underneath an awning or canopy; or
 - o Refurbishment or replacement of existing sign bars with exterior accent lighting.
- xi) Installation, repair, or replacement of exterior stairs to upper story housing, where such stairs are required to meet the local building and fire codes;

- xii) Installation, repair, or replacement of exterior accent lighting designed to highlight the storefront;
- xiii) Exterior facade painting where appropriate; and
- xiv) Design, Architectural or Engineering fees as needed to undertake the project.

5. Ineligible Costs

Downtown Façade Improvement Grants CANNOT be used for the following costs:

- i) General maintenance and cleaning other than painting;
- ii) Repair or replacement of roofs;
- iii) The addition of metal, vinyl, or wood siding to cover parts of an original façade;
- iv) Tinted windows;
- v) Interior window coverings or window signage;
- vi) Back-lit plastic signage; or
- vii) Security systems.

6. Application Period and Forms

The application period will begin on April 1, 2026 and end on April 30, 2026.

No applications submitted after the deadline will be accepted.

7. Application Submissions

Applications may be submitted in person at City Hall or by e-mailing Aaron Kooiker, City Manager, akooiker@cityofcarroll.com

8. Review Committee and Grants Administrator

A Committee will review the applications and grant awards. The Review Committee will consist of three members including:

- a) Carroll City Manager,
- b) Carroll County Growth Partnership Executive Director, and
- c) One resident, appointed by Council, who does not own property or a business located in Downtown Carroll.

The Downtown Façade Improvement Grant program will be administered by the City Manager.

9. Evaluation of Applications

The Review Committee will evaluate applications based upon the following criteria:

- a) The condition of the building and the need for the proposed improvements;
- b) The extent of the building improvements proposed;
- c) The extent to which the original building features are to be preserved or enhanced by the improvements;
- d) The strategic location of the building;
- e) The quality of the work proposed;
- f) The completeness of the application;
- g) The proportion of municipal funding requested; and
- h) Any other criteria relevant to a particular application.

10. Award and Contract

The Review Committee will recommend applications to City Council for their approval.

Depending upon the number of applicants and the funds available, the Review Committee may be obliged to choose between competing qualified applications based upon their evaluations.

In the event that the total amount of grants requested does not exceed the available funds, the Review Committee may recommend all qualified applications.

City Council, however, reserves the right to reject any or all applications.

The City Manager will prepare contracts to be signed by the applicants receiving the award and the Mayor.

11. Required City Permits

In some cases, the building improvements proposed may not require permits from the City of Carroll.

Award recipients are, however, required to obtain all necessary building or sign permits from the City of Carroll.

Applicants are encouraged to contact Aaron Kooiker, the City of Carroll's City Manager, to determine whether permits will be required at (712) 792-1000.

12. Time to Complete the Work

The applicant will have one year to complete the work from the date that the Grant Contract is signed.

Failure to complete the work on time may result in the loss of all or part of the award.

The Review Committee may consider a request, in writing, to extend the completion deadline in the event of unforeseeable circumstances.

13. Method of Reimbursement

The Downtown Façade Improvement Grants are reimbursement grants. The building owner is expected to complete and pay for the proposed rehabilitation work and submit a cost summary.

Following review of the cost submission and an inspection of the completed work, the City will reimburse the building owner for 50% of the costs up to the maximum amount specified in the award. Submission for reimbursement is required one year from the date the Grant Contract is signed.

The cost summary will include any receipts, invoices or pay applications for costs of materials, labor, fees and permits associated with the work. A cost summary form will be provided for the building owner's use, which will be signed by the owner verifying its accuracy.

14. Direct Provision of Materials & Labor by the Building Owner

The value of any used materials, previously owned by the Building Owner, or direct labor performed by the owner or members of their immediate family will not be eligible for reimbursement.

Appendix Information

For clarification, some photographs are included on the following pages showing different types of building signage that may be appropriate for use in Downtown Carroll.

Decorative Vertical Signage Examples



Decorative Signage on Retail Sign Bars



Pedestrian Scale Signage Beneath Canopies or Awnings



**2026 City of Carroll
Downtown Façade Improvement Grant Application Form**

Building Address: _____

Property Owner: _____
Company Name (if applicable)

Individual's Name Representing the Owner

Mailing Address

Phone Number

Email Address

Applicant: _____
Name (If not property owner)

Mailing Address

Phone Number

Email Address

Architect or General Contractor: _____
Name

Phone Number

Email Address

Required Attachments:

Please attach the following:

1. A photograph of the façade(s) to be improved.
2. On another copy of the same photograph, mark the areas where the improvements are to occur (e.g., doors, windows, awnings or canopies, signage, etc.)
3. A cost estimate from a builder/contractor, or if the applicant is acting as the general contractor, a spreadsheet showing itemized costs. Note: Cost estimates may include 10% contingency.
4. If installation of signage is proposed, a drawing or photograph showing the type and style of signage proposed.

Applicant's Signature

Signature

Printed Name

Representing (Company)

To Be Filled Out by City Staff

Grant Eligibility
(50% to Maximum of \$20,000)

Description of the Improvements	_____	Attached
Façade Photographs	_____	Attached
Cost Estimate	_____	Attached
Signage Drawing/Photos	_____	Attached
Sufficient Information	_____	Yes or No (Additional Info Requested)
Committee Review	_____	Recommended for Approval

MEMO TO: Honorable Mayor and City Council Members

FROM: Aaron Kooiker, City Manager



DATE: April 8, 2026

SUBJECT: Downtown Art and Culture Plan Requests for Proposals

On April 3, the City received Requests for Proposals (RFPs) for the Downtown Art and Culture Plan. The City received six RFPs from firms across the country. The RFPs were reviewed by members of the Carroll Chamber of Commerce and City Staff. The group evaluated the RFPs and felt that the proposal presented by Group Creative Services out of Des Moines most closely met the requests for proposals criteria.

As Council will recall, this process started with a downtown assessment which was performed by Iowa Economic Development Authority. In that assessment, it was recommended to begin a façade program, support Community Catalyst Building Remediation Grant applications, implement new wayfinding signage as well as a branding campaign and finally, develop an art and cultural plan. This plan started by utilizing the green space behind Fridley Theatres and would expand to encompass the entire downtown area. The Carroll Chamber and City Staff meet with a local artist from the area to discuss and it was determined that it would be best to present a plan that would create a cohesive theme throughout the downtown to make the project stand out.

While the six RFPs were very close in cost, the members of the group that reviewed the RFPs felt that cost was only one factor in the decision-making process and again felt that Group Creative Services most closely met all criteria for the requests for proposals and would provide the best service for this project.

The costs for the proposals were as follows

Genes	\$36,000
RDG	\$37,550
Genzler	\$38,675
Group Creative Services	\$39,000
McClure	\$39,355
Keen Independent	\$39,920

The proposal is anticipated to be funded through the Hotel/Motel Tax Fund. The Hotel/Motel Tax Fund is carrying a balance of \$800,000 at the end of this fiscal year. The entire project will be phased in over several years as to not deplete the Hotel/Motel Tax Fund.

RECOMMENDATION: Council consideration and approval of the Request for Proposal from Group Creative Services and direct staff to negotiate a contract with Group Creative Services.

Proposal for a

Downtown Art & Culture Plan for Carroll, IA



Firm Name:

Group Creative Services
1424 48th St
Des Moines, IA 50311

Point of Contact:

Teva Dawson
515 244-8590
teva@groupcreatives.com



- in partnership with -

Prepared for:

City of Carroll, IA

Date:

April 3, 2026



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GROUP CREATIVE SERVICES
1424 48th St
Des Moines, IA 50311

Dear Aaron and members of the selection committee:

We're pleased to present this proposal to put our public art expertise to work for Carroll.

Group Creative Services knows that art works hard for cities. When thoughtfully executed, public art advances a broad spectrum of civic goals. The public art plan will be tailored to fit Carroll's assets and identity, focusing on achievable actions that support the shared goals of the community and the downtown. Further, we will guide you in putting the finished plan into immediate action, with the design of a ready-to-build pilot project.

Our strategies move beyond murals and traditional sculptures, looking at unexpected ways to integrate arts and culture into infrastructure, programming and more. We bring art into the every day, and into every place - with careful consideration of the physical and cultural context. Our team includes working artists - from sculptors to musicians to sound artists - who know how to bring artistic visions to life.

We'll build broad-based support and coordination. The planning process will seek input from a wide variety of residents and stakeholders - including those who don't consider themselves part of the "art scene." We work hard on the front end to build consensus, laying the groundwork for a smooth approval and implementation process. We'll work with you to define a clear framework for success, allowing City staff, residents, and organizations to work together to achieve collective goals. Critically, this support and coordination lays the groundwork for successful fundraising.

We understand how to integrate art and greenspace. Our team includes both artists and landscape architects with extensive experience bringing public art to natural green spaces. With their combined expertise, we can ensure that public art is well-integrated into the landscape. When designed with intention, art and greenspace become intertwined. One does not stand on its own without the other.

We understand the local context. We're based in Iowa and our team members have decades of experience working with small and mid-size communities across the state, including Carroll. We understand how to create plans that work for towns like yours.

Developing this plan is **an opportunity to create distinction that continues to set Carroll apart.** Thank you for considering our team. We are ready to begin this work with you today!

Teva Dawson
Group Creative Services
515 244-8590 \ \ teva@groupcreatives.com

FIRM DESCRIPTION - GROUP CREATIVE SERVICES

ABOUT GROUP CREATIVE SERVICES

As an arts and culture consultancy, Group Creative Services (Group) provides artistic solutions to pressing community needs. We help communities harness the power of the arts to drive innovation, discover cost efficiencies, create beautiful infrastructure, and build community. Our 3 primary services are:

Policy and Planning: Art That Works Harder

Group Creative Services offers planning and consulting services to communities that are ready to generate a strong return on arts and culture investments. Unlike more traditional arts planning, Group's process aims to advance larger civic goals and build public art practices into municipal processes. We produce stand-alone arts and culture plans, and integrate the arts into other community planning processes.

Placemaking: Building Distinct Places to Live

Small and large, temporary or permanent, we use art, culture and design to strengthen communities. We bring new attention to community assets, raise the voices of residents, and honor contemporary heritage while envisioning new possibilities for a community or place. This can take the form of sculptural installations, performance art, artistic lighting, and much more.

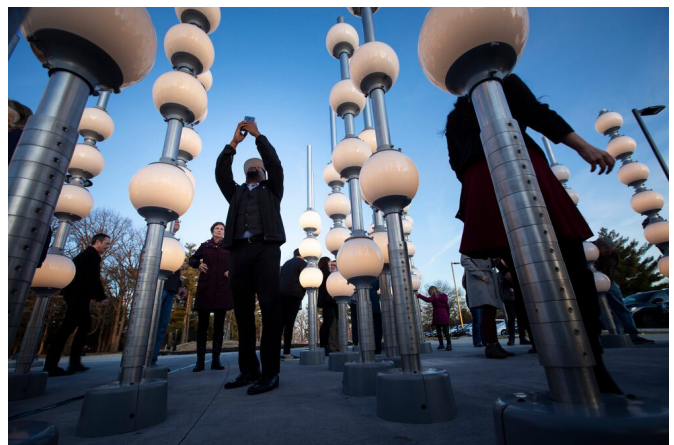
Art Facilitation and Installation Management

Whether temporary or permanent, public parks or building lobbies, we complete art installation projects that meet client goals, deadlines and budgets. We do not represent specific artists, rather we draw on our network of local and national artists to find those who are exactly the right fit for the need, and then manage the project through completion.

Group Creative Services has been working with public and private clients to promote arts and culture since 2017. Our 7-member team is located in Des Moines, Iowa.

A few of our past projects include:

- [Topeka Public Art and Culture Plan](#)
- [Bondurant Art, Culture and Wayfinding Plan](#)
- [West Fargo Downtown Placemaking Plan](#)
- ["River Constellation" art installation \(pictured below\)](#)
- [Ankeny High Trestle Trail Experience Master Plan](#)
- ["Woven Lines" sculpture installation](#)



FIRM DESCRIPTION - BOLTON & MENK, INC **(SUBCONSULTANT)**

We believe all people should live in a safe, sustainable, and beautiful community and we take pride in our ability to make that happen. It's why we get out of bed every morning. Our commitment to communities began in 1949 with two hard working Midwesterners - John Bolton and Martin Menk. They saw people in their surrounding communities who had dreams of a bright future, a desire to grow, and a common challenge of aging infrastructure. John and Martin's goal was to help communities make progress by listening to what people want, finding the best solutions for their needs, and treating them right. Their legacy lives on. We still want to help, we work hard every day, and we always remember what got us here—we're people helping people.

We specialize in providing public infrastructure solutions. We take care of our clients by providing the best services and solutions for them. From advocating for our communities to designing their dreams to finding funding; we take pride in our work throughout the Upper Midwest. Because we live here too. We believe in the power of face-to-face meetings, friendly conversations, and collaborative decision-making to keep your projects on schedule, within budget, and focused on real, workable solutions.

We promise every client two things: we'll work hard for you and we'll do a good job. We take a personal interest in the work being done around us. And at the end of the day, we're Real People offering Real Solutions.



PROJECT TEAM



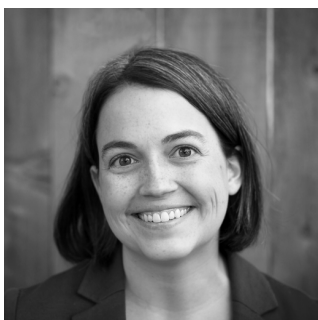
TEVA DAWSON

Project Lead/Manager

Title: Owner and Founder
Firm/Location: Group Creative Services / Des Moines IA
Education: Drake University, BA in Environmental Education

Teva will lead this project, drawing on her expertise in public art, local government, and strategic planning. Before starting Group Creative Services, Teva invested 20 years fostering regional government collaboration around the themes of parks, transportation, resiliency and health - first at Des Moines Parks & Recreation and later at the Des Moines Metropolitan Planning Organization. Teva founded Group Creative Services in 2017 and has since led 30+ public art projects, such as:

- Topeka, KS Arts and Culture Plan
- Bondurant, IA Art, Culture and Wayfinding Plan
- West Fargo, ND Downtown Placemaking Plan
- North River Arts and Culture Plan / Central Iowa
- Ankeny, IA High Trestle Trail Experience Master Plan



LORIN DITZLER, AICP

Title: Planner
Firm/Location: Group Creative Services / Des Moines IA
Education: Grinnell College, BA | University of Iowa, MS in Urban & Regional Planning

Lorin is a community development expert with 20 years of experience helping communities realize their full potential. Lorin has spent her career working with small and mid-size Iowa communities, leading the creation of comprehensive plans, strategic plans and special issue plans for communities and organizations. She has worked with city leaders and volunteers to fund and implement hundreds of community improvement projects, taking the process from idea to completion. She holds a Masters in Urban Planning, and certification from the American Institute of Certified Planners, with additional training in grant writing and group facilitation. As part of Group Creative Services, Lorin has provided planning, public engagement and writing support for the Bondurant Art, Culture and Wayfinding Plan, the Waukee Art and Culture Plan and the Johnston Art and Culture Plan.



RYAN HANSER APR

Title: Public Outreach & Public Relations Advisor
Firm/Location: Group Creative Services / Des Moines IA
Education: University of Northern IA, BA in Communications

Ryan Hanser brings 25 years of public relations experience, including service to governments yielding award-winning projects that influence behavior. His work—especially for travel and tourism clients—has been nationally recognized and he is accredited by the Public Relations Society of America. Ryan will direct public outreach for the plan and coordinate the artist design concepts in phase 4. With Group Creative Services, Ryan has developed public outreach plans, managed art installations, and supported planning for 20+ projects, including:

- Topeka, KS Arts and Culture Plan + Participatory Art Series
- Waukee, IA Arts and Culture Plan + Tallgrass Pond Art Installation
- New Ulm, MN Strategic Plan
- Bondurant, IA Art and Culture Plan + Lake Petocka Art Integration



ALEX BRAIDWOOD

Title: Artistic Director
Firm/Location: Group Creative Services / Ames IA
Education: Art Center College of Design, MFA Media Design

Alex Braidwood is a sound artist, media designer, and educator who has exhibited art, lectured, and performed live at events and venues throughout the US, Europe, Asia, and Australia. Alex is Director of the Artist-in-Residence program at Iowa Lakeside Lab biological field research station, Associate Professor in the Iowa State University College of Design, and faculty in the Human-Computer Interaction program at Iowa State University. Alex will advise on artistic strategy for the plan and provide graphic design work for the final document. Alex has worked on 20+ public art projects with Group Creative Services, including:

- Bondurant, IA Art, Culture and Wayfinding Plan
- “Borealis” installation in downtown Des Moines, IA
- North River Arts and Culture Plan (Central IA)
- Des Moines, IA Artist in Residence Program



RACHEL BUSE

Title: Creative Advisor & Artist Liaison
Firm/Location: Group Creative Services / Des Moines IA
Education: University of Nebraska - Lincoln, BA Fine Arts

Rachel Buse is a Des Moines sculptor working in soft materials. She is a past recipient of the Iowa Artist Fellowship and has been an artist in residency at the Children’s Museum in Pittsburgh, Grin City in Grinnell, and Art Farm in Nebraska. Rachel will advise on creative and practical strategy for the project, ensuring that the plan incorporates the expertise of a working artist. Rachel has worked on 20+ public art projects with Group Creative Services, including the Waukee Art and Culture Plan (IA) and West Fargo Downtown Placemaking Plan (ND).



SAM KESSEL, PLA, LEED AP, ASLA

Title: Landscape Architect
Firm/Location: Bolton & Menk / Des Moines IA

Sam began his career as a landscape architect in 2005. He has developed a broad knowledge and extensive design experience with downtown redevelopments, urban parks, bikeways/trails, and master plan documentation. Through his work experience, Sam has successfully incorporated public artists into the design process from conceptual design and public involvement through artist installation and coordination within larger streetscapes and trail projects. His passion for landscape architecture is exemplified through his use of innovative techniques and creative solutions resulting in many award winning public and private projects throughout Iowa, Minnesota, and Colorado.



NATE WEITL, PLA (IA), ASLA

Title: Landscape Architect
Firm/Location: Bolton & Menk / Des Moines IA

As an urban design landscape architect project manager at Bolton & Menk, Nate is passionate about finding the human connection in the built environment on both private and public projects. He began his career in 2010 and has worked in various roles for many of Bolton & Menk’s top parks and developments in the Midwest. In each of these projects, Nate served as either project manager or lead designer to bring pedestrian amenities, art, play elements, shelter and seating areas, gathering spaces, and performance spaces together to create places that people remember and keep coming back to.

PROJECT UNDERSTANDING & APPROACH

HELPING YOU TAKE THE NEXT STEP IN PUBLIC ART

Public art is what we do.

We've completed 30+ public art plans and installations. We know how to plan for art that brings a strong return on investment and helps advance your civic goals. We will pair our experience with the local expertise of your residents to deliver a plan that puts public art to work for your community.

We provide action-oriented plans with clear guidance.

We'll identify achievable actions to take in the next 3-5 years. As part of our process, we also create detailed designs for a public art piece that will put the plan into action immediately. We'll work with you to define a clear framework for future success, allowing City staff, volunteers, and organizations to work together to achieve collective goals. *All of our public art plans have resulted in the successful installation of public art pieces, usually within 1-2 years.*

We look beyond murals and sculptures.

We look at unexpected ways to integrate arts and culture into infrastructure and programming. Public art includes performances, sound and light installations, landscape art, functional art and more. It includes a wide array of experiences that build a sense of connection.

We build strong community support.

Our planning process seeks input from a wide variety of stakeholders - including those who don't consider themselves part of the "art scene." We work hard on the front end to build consensus, laying the groundwork for a smooth implementation process.

We use art to advance your downtown goals and elevate your infrastructure.

Public art is more than decoration - it's a tool to advance your most important civic goals, enhance infrastructure and support the efficient use of public resources. We will look at how to use art to increase the vibrancy of your downtown - creating unique experiences and a cohesive character that will draw visitors. We will pay close attention to entrances and key focus areas identified in your downtown assessment.

We integrate art and greenspace

Our team brings expertise in site and greenspace design that ensures that public art is well-integrated into the landscape in a way that art and site become intertwined. When designed with intention, art and greenspace depend on each other in a way that one does not stand on its own without the other.

We tailor the plan to your unique character.

Everyone wants to live in a place with unique character and personality. We dig deep to find the stories and assets that make your community unique, to create a plan that amplifies your character.

We set the stage for funding.

The plan will include clear strategies for sustainable funding models, looking at a combination of public and private funding sources. We know how to create plans that appeal to potential funders. The design concepts provided in phase 4 provide a strong fundraising tool, to set you up for immediate implementation.

SCOPE OF SERVICES & TIMELINE

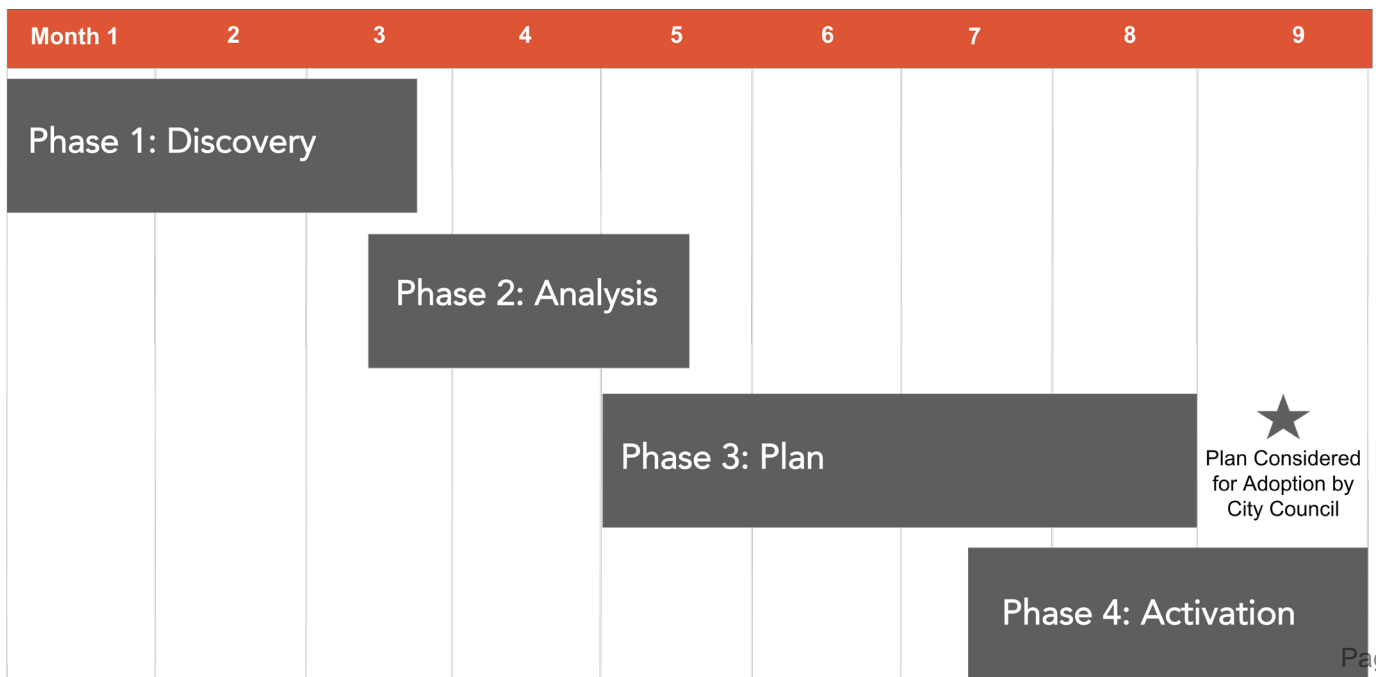
PURPOSE AND CONTENT OF THE PLAN

The Downtown Art & Culture Plan will guide your community – including its commissions, city departments, program staff, artists, and stakeholders – to maximize public art and cultural programming in supporting the goals, needs and future of the downtown. The plan will include:

- Research of existing downtown and city plans, future growth, and critical issues facing the community
- Input from the community, including artists, residents and downtown businesses
- Authenticity to the community, responding to its unique qualities
- Policies and procedures that allow the integration of art into all city functions
- A set of shared expectations and common language regarding city-supported art

- Recommendations that improve the impact public art and artists can have on the long-term vitality of the community
- A framework to define the role of an arts committee in creating a sustainable public art program for the downtown
- Articulation of how public art is maximized to serve multiple goals of the community and needs of the residents
- Models and strategies for funding
- Identification of long-term maintenance needs

We propose a 9-month process that follows 4 phases, outlined in the following pages. This includes an “activation” phase, which would support immediate implementation of the plan with detailed designs for public art pieces for selected sites.



PHASE 1: DISCOVERY COLLECT PUBLIC INPUT AND DATA

MONTHS 1-3

1.1 Steering Committee

The steering committee is a group of residents who lead the creation of this plan. The committee can include representatives from the City, arts community, downtown businesses, and community groups. We will meet with the group 4 times during the planning effort to seek advice on the direction of inquiry, test policy recommendations and set a course for plan adoption and implementation.

1.2 Community Engagement

We will engage residents to discover the local character and stories that make the community unique. We will assess interests in arts programming, cultivate additional leaders, and galvanize support for implementation. We'll assess the community's values, attitudes, opinions, gaps in programming and culturally unique assets. What are residents passionate about? What would they like to see in their community? What makes their town special?

Input methods will include:

1.2a Online Survey: We understand there is a desire to do a resident survey that incorporates both art and culture and other broader community topics. Our team will create art and culture questions, while City staff can craft questions for additional topics. We will bring the questions together into a cohesive survey, while keeping the length manageable for participants.

1.2b Outreach event(s) (in-person):

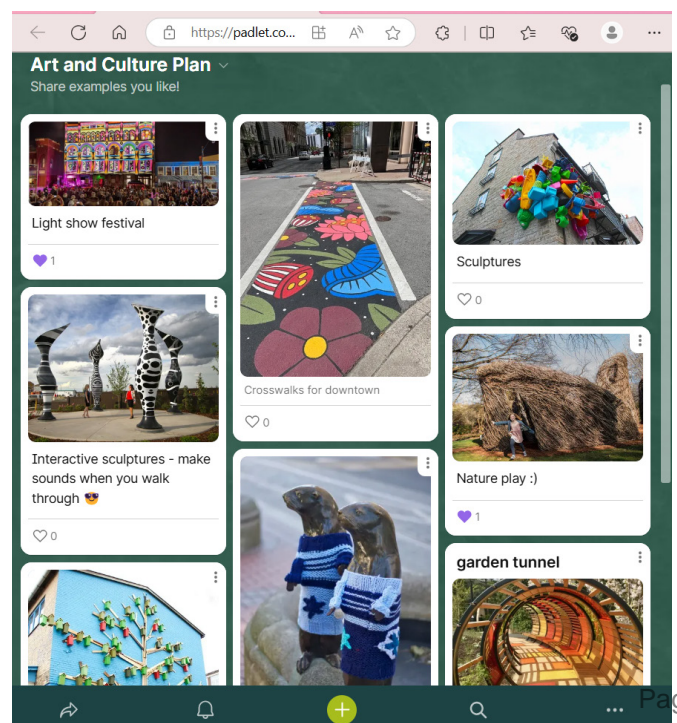
We suggest coordinating the outreach with an existing event, such as securing a booth at a local festival.

Our team will design an outreach activity tailored to your community and the specific event. We will provide a clear plan and materials for staff and volunteers to use to carry out the outreach activity. City staff and volunteers could take the engagement activity to more than one event if desired.

1.2c Online Idea Board: We will create an interactive online idea board that allows the public to post and react to pictures of art or programming they would like to see in their community (see photo).

1.2d Focus Groups (in-person) & Interviews:

We will hold focus groups and interviews with downtown stakeholders, including residents, city staff, property owners, downtown businesses, local organizations, artists, potential funders and others. We will coordinate with city boards and commissions as part of this process.



1.3 Data Collection

Our team will gather and review community information to understand the context for art and culture, including:

- Community demographics
- Arts entities, programming, assets & needs
- Existing city plans and reports
- Existing public art pieces, green spaces, streetscape conditions, and other assets

Deliverables

- Online survey (includes creation of survey and guidance to City on distribution)
- 2-3 focus groups (in-person)
- 6-10 stakeholder interviews (virtual)
- First meeting with Steering Committee
- Creation of an in-person public outreach activity/event that can be carried out by City staff

1.4 Study Area

The study area covers downtown Carroll and its gateways, along with focus areas identified in the recent downtown assessment. These include:

- Depot
- Courthouse
- Library
- Pocket park



PHASE 2: ANALYSIS IDENTIFY THEMES AND OPPORTUNITIES

MONTHS 4-5

The phase 2 analysis articulates current cultural assets, uncovers significant opportunities and identifies an authentic cultural identity for the community as a vision of the future. A series of emerging themes are honed through our analysis of Phase 1 data. The collection of themes will summarize key gaps and opportunities and outline challenges and potential directions for early solutions. These ultimately lead to the vision, mission and values that form the backbone of the final plan.

Residents and key stakeholders can identify the future they desire, but gathering data is not enough. The final plan must be actionable; therefore, not all ideas can move forward. Analysis is the critical step that aligns the community's collective vision with the opportunities and available resources that can make it real.

Deliverables

- Emerging themes document summarizing key points discovered from Phase 1:
 - Key placemaking themes that ensure future public art projects and programming are rooted in an authentic sense of place
 - Outline of gaps and opportunities for public art projects that align with civic programs and goals
 - Community initiatives and goals that can be advanced through the arts
 - Inventory of cultural assets
 - Potential areas for art integration in existing projects and spaces
 - Summary of community engagement
- Meeting with Steering Committee (2 of 4)
 - Review emerging themes and receive feedback



PHASE 3: PLAN VISION & RECOMMENDATIONS

MONTHS 6-8

3.1 Downtown Art & Culture Plan

A clear sense of direction and vision is needed to secure commitment from key stakeholders and to attain the necessary support for subsequent planning, programming and fundraising.

Our team will work with the steering committee to develop a cohesive vision statement, building on the work of Phases 1 and 2. We will generate a set of clear and actionable recommendations to implement sustained art and culture initiatives for downtown Carroll. We will outline activities, programs, and processes that will allow the City and others to implement the strategies in the plan. We will provide a draft plan, seek feedback from stakeholders, and then provide a revised and final plan.



Deliverables

- Downtown Arts and Culture Vision
- 3-5-year art and culture plan that will:
 - Align with other community and downtown initiatives to ensure the arts are part of solutions towards long-term vitality and economic development
 - Provide recommendations for new public art amenities and cultural programming for specific sites in the downtown, including mapped locations and clear themes for the artwork and programs
 - Outline a framework for a sustainable public art program, including an art selection process and planning for maintenance
 - Define the role of an arts committee or advisory board in running a public art program
 - Present prioritized recommendations for public art initiatives, policies, and procedures
 - Recommend arts integration into specific upcoming capital improvement projects and other programming alignments already budgeted for by the municipal government
 - Identify funding sources and strategies
 - Meet the requirements for public art grants
 - Recommend City policies that help channel private development dollars to public art
 - Identify implementation partners
 - Give examples of art projects in other communities for context and inspiration
 - Support local talent by identifying ways for local artists to show/sell their work
 - Guide City staff and other stakeholders on how to implement the plan
- Materials provided to staff to seek public feedback on draft plan.
- Presentation of plan to City Council
- Meeting 3 with the Steering Committee

Plan Format and Delivery

The plan will be formatted by our team's graphic designer, for a cohesive and attractive final product, full of photos, graphics, and easy-to-digest text.

The plan and associated graphics will be delivered as a collection of digital assets to ensure the plan can remain useful in many contexts and situations. Even the strongest plan has little impact if it isn't accessed or used to drive meaningful progress and positive change.

The full plan - including all of the research, data, observations, resources, recommendations, and action items - will be available as a PDF. We will provide a high-quality PDF fit for printing and a web-friendly PDF that can be embedded into any existing web page.

Other deliverables include:

- Visual assets for use in presentations, websites, etc
- Key talking point presentation slides



PHASE 4: ACTIVATION PUBLIC ART CONCEPT DESIGNS

MONTHS 8-9

We know you don't want a plan that sits on the shelf. That's why we propose a 4th phase that kick-starts the implementation of the plan with concept designs for public art installations for specific sites. From among the many public art initiatives proposed in the plan, the steering committee will choose 1 priority site. Our team will then work with selected artists to develop site-specific proposals (including drawings, budget and technical specifications) that are ready for immediate funding and implementation.

An artist request for proposals (RFP) outlining project goals, timeline, budget, site considerations and constraints will be generated and distributed to potential artists. The steering committee and city staff members will work with our team to narrow it down to three artists who are

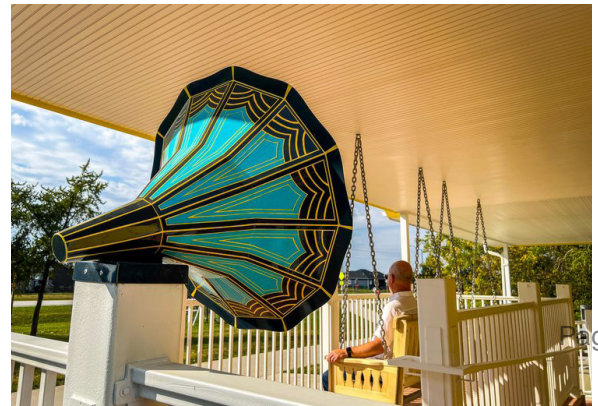
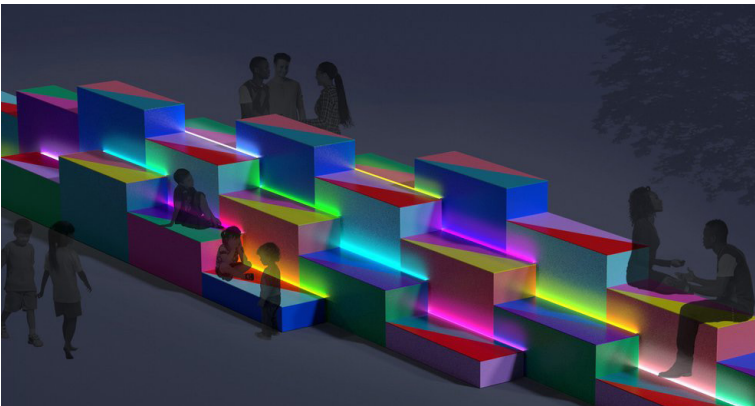
paid to fully develop concepts for the site including drawings, budgets and timelines. Our team will coordinate a jury process and recommend next steps.

The art concepts are an excellent tool for fundraising and an important step in activating your plan.

Additionally, our landscape architects will provide a site concept for 1 priority area, providing a complete picture of the use and circulation of the site. It could be the same site as the art concept or a different one.

Deliverables:

- Art concept designs for 1 site:
 - RFP sent to local and/or national artists
 - 3 concepts developed by artists
 - Recommendation of 1 final concept
- Landscape site concept for 1 site
- Additional sites for art concepts and/or landscape concepts can be completed for an additional fee



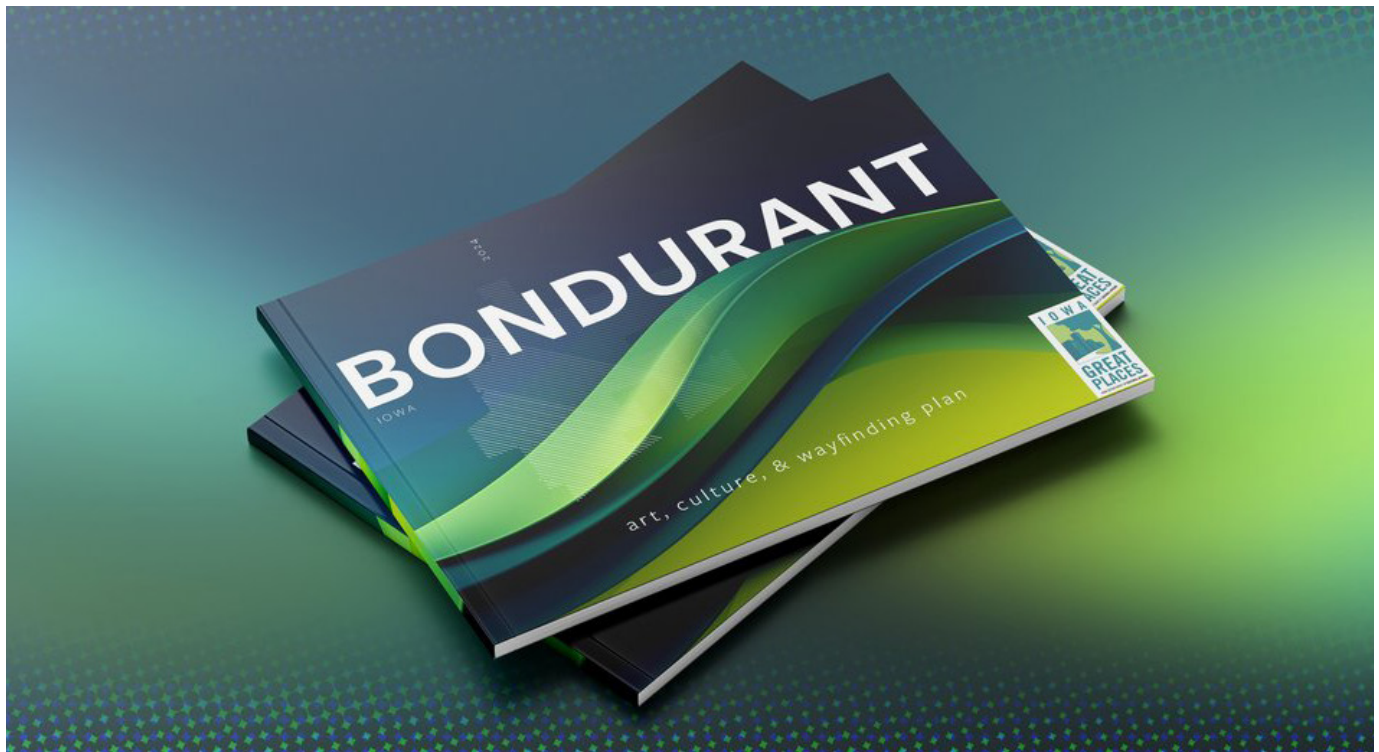
PROJECT BUDGET

Detailed explanations of each phase are provided in the “scope of services” section.

PHASE 1 MONTHS 1-3	DISCOVERY Collect public input and local data	\$10,000
PHASE 2 MONTH 4-5	ANALYSIS Discover themes and opportunities	\$6,000
PHASE 3 MONTHS 6-8	PLAN Downtown Art & Culture Plan	\$15,000
PHASE 4 MONTHS 8-9	ACTIVATION Public Art Concept: Designs for a public art installation on 1 site	\$6,000
	Landscape Site Concept for 1 site	\$2,000
TOTAL		\$39,000

OPTIONAL ADD-ONS	
Additional Public Art Concepts (Phase 4)	\$6,000/SITE
Additional Landscape Site Concepts (Phase 4)	\$2,000/SITE

COMPARABLE PROJECTS



Bondurant Art, Culture, and Wayfinding Plan

<https://groupcreatives.com/bondurant-art-and-culture-plan>

Client - City of Bondurant (Pop. 7,365)

Year Completed - 2024

Demonstrates Experience In - Public Art Planning; Art & Greenspace Integration; Art Installation

Received 2025 "Best Practice" Award - APA Iowa



Description

Bondurant is a classic hometown – a cozy, welcoming place with strong schools and beloved community events. The town is currently in an era of sustained population growth, and careful planning is needed to make sure that Bondurant can experience the benefits of new growth without losing the “hometown” feel that is treasured in the community.

The Art, Culture & Wayfinding plan provides a roadmap for Bondurant to embrace its charming quirks and develop with distinction. It emphasizes the role of artists and placemaking as necessary tools to help Bondurant’s culture grow in pace with its physical development. It guides the integration of cultural production in all aspects of community development, aligning investments with civic initiatives to create distinction.

The plan was put into implementation immediately. Within 6 months of adoption, the City secured grant funding and installed a functional art piece at Lake Petocka, providing an intriguing and inviting seating area. Two more art installations were designed and funded for the following year.



North River Art and Culture Plan

<https://groupcreatives.com/north-river-plan>

Client - North River Arts Council, with the Cities of Indianapolis (Pop. 15,833), Carlisle (Pop. 4,160) and Norwalk (Pop. 12,799)

Year Completed - 2022

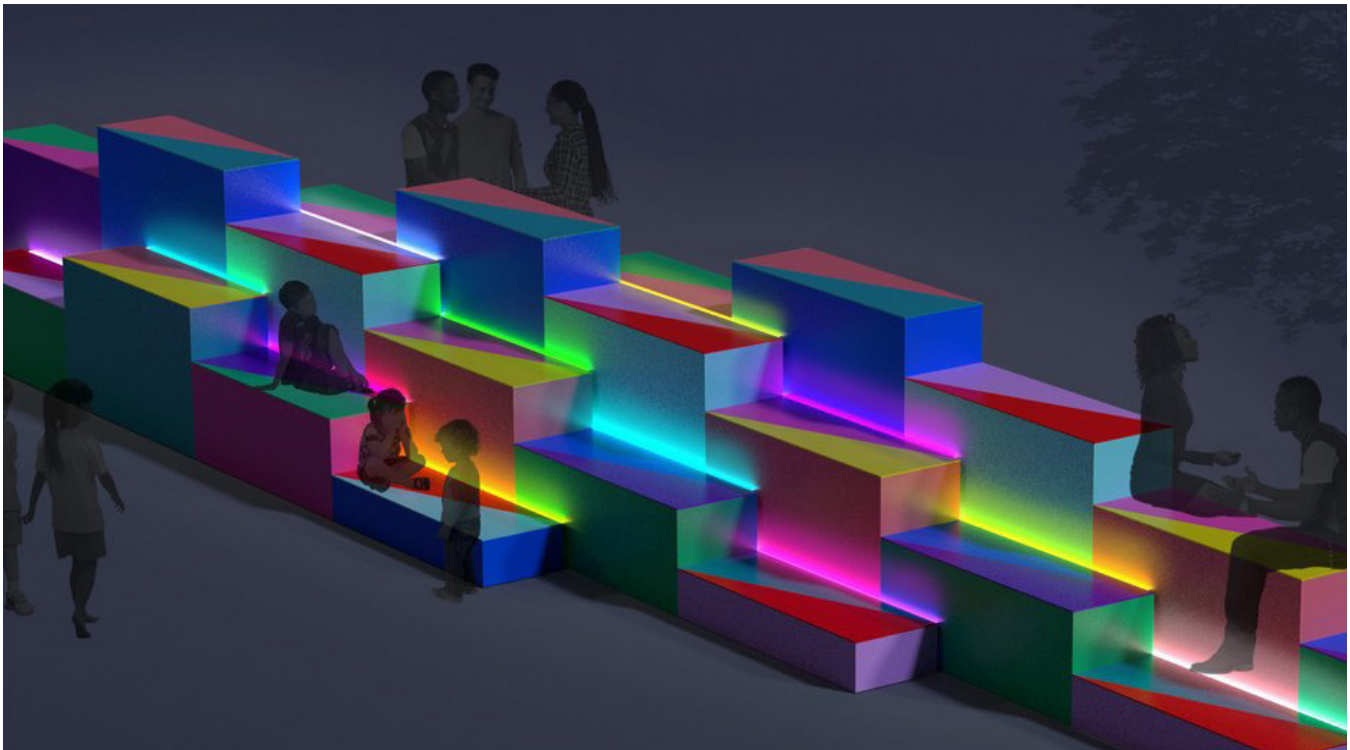
Demonstrates Experience In - Public Art Planning

Description

The North River Arts Council has a vision to connect their region of Warren County through collective aspirations for the arts, community events and other ways of building social cohesion.

The towns in the region exist on the rural edge of Des Moines, with agricultural production visible in all directions. In this context, there are so many roles for artists – expressing common emotions, revealing hidden truths and sharing novel viewpoints.

The North River plan proposes clear action steps for both the Arts Council and each City: providing ways to engage artists to reach collective goals. It sets up the arts as a vehicle to interpret and promote the region: aiming for community attachment and growth. Residents are asking for social engagement and artists are well-suited to provide it.



Concept drawing of entrance feature by artist Cheryl Wing-Zi Wong

West Fargo Downtown Placemaking Plan

<https://groupcreatives.com/west-fargo-downtown-placemaking-plan>

Client - City of West Fargo

Year Completed - 2024

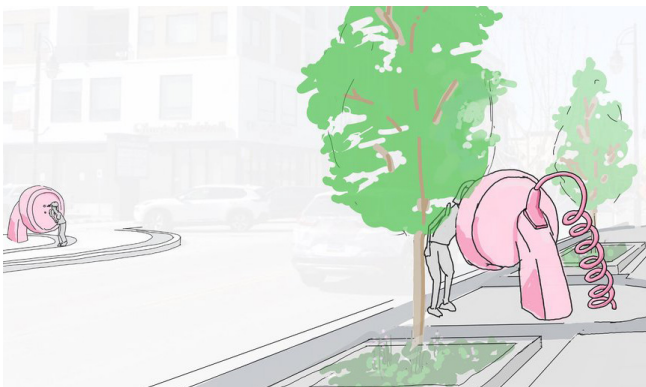
Demonstrates Experience In - Public Art Planning; Art Installation; Community Engagement; Placemaking

Description

The Downtown Placemaking Plan for West Fargo re-envisioned downtown West Fargo as a unique, walkable district that defines the character of its community. Group Creatives led the development of artist-designed placemaking elements for the downtown, including:

- “Aurora,” a series of illuminated interactive sculptures that bring new community pavilions and joyous bursts of color to the entrance of the central business district (pictured)
- Pedestrian engagement artworks, tied together by themes of curiosity and surprise, that provide a welcoming and cohesive experience and give visitors a reason to explore downtown (pictured)
- A large-scale mural that serves as a gateway to the downtown and is designed based on community input

<https://groupcreatives.com/west-fargo-downtown-sheylene-st-pedestrian-engagement>



Concept proposal by Studio F Minus



Concept drawing featuring designs by artists Brandon Vickard & Adam Frelin

Ankeny High Trestle Trail Experience Master Plan

<https://groupcreatives.com/ankeny-htt-plan>

Client - City of Ankeny

Year Completed - 2020

Demonstrates Experience In - Public Art Planning; Community Engagement; Outdoor artwork installation

Description

This plan for integrating art along the High Trestle Trail drives economic development and community connect- edness. Twelve permanent and thirteen temporary art ex- periences by a wide variety of artists were recommended in Ankeny’s forward-thinking effort to leverage a unique culture amenity in the metro.

Following extensive community input, research, and vet- ting of 33 projects by local and international artists, Group Creative Services created this plan to activate cultural nodes and build community cohesion, identity, and tour- ism. The plan builds on the existing backbone of resources that anchor the High Trestle Trail, a unique community feature that is also one of Iowa’s greatest recreational as- sets. Each project, selected for high enthusiasm by Ankeny residents and developed to be ready to implement, is spe- cific to Ankeny’s unique hometown needs. The plan finds opportunities for cost efficiencies with existing infrastruc- ture plans and local funding possibilities.

<https://groupcreatives.com/ankeny-drop-in>



“Drop In” - a front porch experience for the trailhead, designed by artist Matthew Mazzotta





Used with permission, Brian Powers, DM Register

River Constellation

<https://groupcreatives.com/water-works-river-constellation>

Client - Water Works Park Foundation

Medium - Light & Sound

Year Completed - 2019

Demonstrates Experience In - Public Art Curation and Installation; Outdoor artwork installation

Description

Designed by artists Beau Kenyon and Natalia Zubko, River Constellation appears to flow horizontally, mimicking the circuitous path of the adjacent Raccoon River through vertical poles featuring orbs of light and nature sounds, inscribed with the names of park donors. This project was part of a much larger master planning effort to revitalize a large urban park with its own multi-year robust community engagement process. Through the development of major park infrastructure projects including a large amphitheater, many memorial trees were lost. This sculpture is part of honoring those memorials. Several of the family members that lost memorial trees were part of the art solicitation and selection process.

<https://www.nataliazubko.com>

<https://www.beaukenyon.com>

<https://www.dsmwaterworkspark.com>



Woven Lines, 2022 Artist: Aaron T. Stephan

Woven Lines

<https://groupcreatives.com/altoona-roundabout>

Client - City of Altoona

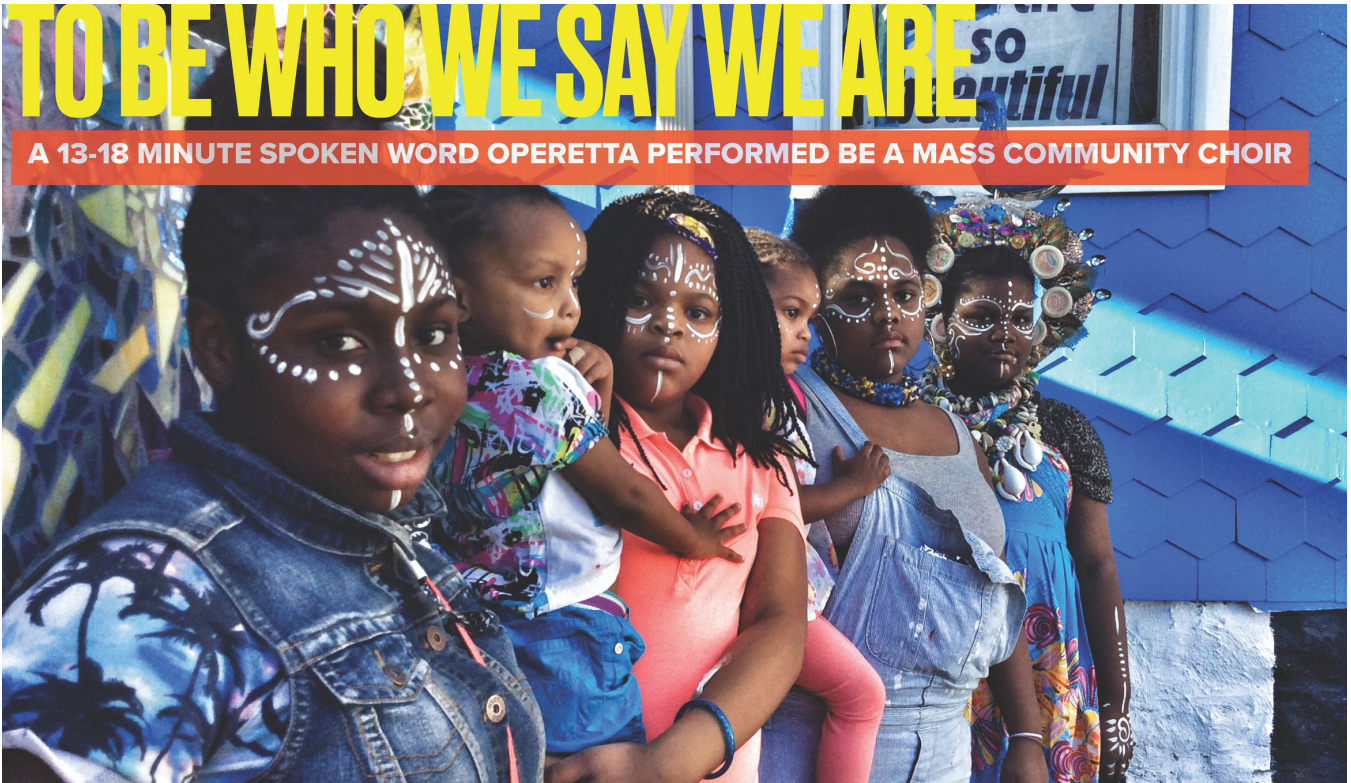
Year Completed - 2022

Demonstrates Experience In - Public Art Curation and Installation; Outdoor artwork installation and maintenance

Description

As the city of Altoona, Iowa, embarked on a series of major infrastructure improvements, Group helped integrate site-specific public art into the construction process.

The first sculpture integrated with these city improvements was Woven Lines, an important focal point for the new 1st Avenue roundabout. 1st Avenue is one of Altoona's main entry points, serving as a city gateway. The 12-foot high, 65-foot diameter sculpture defines and anchors the corridor while complimenting the surrounding landscape. Woven Lines is constructed using the universal ribbed guardrail seen on public roadways across America. This simple component flows into the striking form of a massive overhand knot -- a symbol of the town's continued dedication to community. The sculpture is equally appealing after dark, with reflective tape and dramatic lighting highlighting the piece's contours and curves. This artwork came as an implementation phase of their public art master plan which had robust public engagement.



Courtesy of artist Vanessa German

Topeka, KS Arts and Culture Plan & Art Integration

<https://groupcreatives.com/topeka-plan>

Client - ArtsConnect of Topeka, KS

Year Completed - 2022

Demonstrates Experience In - Public Art Planning, Curation and Installation; Community Engagement



Artwork by Vanessa German

Description

Topeka's Arts and Culture Plan, completed for the regional arts organization ArtsConnect, directly resulted in broadening the organization's influence, increasing funding to the organization, and aligning community leaders around immediate implementation of the plan.

The plan helps civic leaders and stakeholders rely on the expertise of artists for creative problem-solving. It guides investment to align cultural production with community priorities, maximizing benefits while reducing risks.

Building a beautiful, welcoming and connected Topeka directly addresses the community's biggest challenges - perception issues on crime, division and lack of opportunity.

The plan led city leaders to commission the development of an art integration to commemorate the 70th anniversary of the landmark Brown v. Board of Education Supreme Court case. Citizen artist Vanessa German conceived a series of participatory art, including a spoken word operetta by a community choir.

Client: <https://artstopeka.org/>





Apgar Family Water Plaza

<https://artsandculturealliance.org/portfolio/apgar-family-water-plaza/>

Client - City of Marshalltown

Year Completed - 2024

Demonstrates Experience In - Community Engagement; Placemaking; Art & Greenspace Integration

Winner of Central States ASLA Merit Award

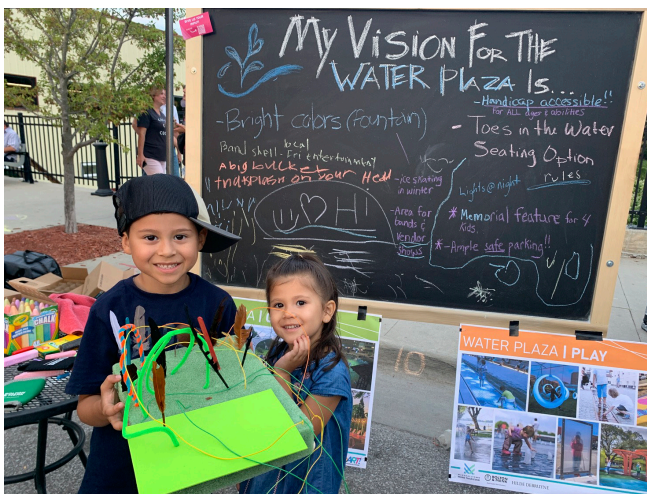
Description

The City of Marshalltown hired the team of Bolton & Menk, Artist Hilde DeBruyne, and Waters Edge Aquatic Design to lead a community engagement effort and create a design for a new destination urban plaza. This has led to an impactful design that is inclusive and reflective of the diverse backgrounds and experiences of the people of Marshalltown.

Through the engagement process, the team discovered that many people had very fond family memories of time spent on the water; playfulness, relaxation, and summer fun came to mind. The idea of skipping stones unites people from different origins and ages, as they fondly remember this whimsical activity.

The site and sculpture were designed to create a series of “ripples” in a rhythmic pattern with timed fountains strategically placed throughout the plaza to create the effect of a skipping stone.

Bolton & Menk helped the city secure \$2 million in funding through Iowa Economic Development Authority’s Destination Iowa Grant towards the implementation of the project and the project was recently selected for a Central States ASLA (American Society of Landscape Architects) award. The project is currently under construction with completion expected in 2026.



REFERENCES

GROUP CREATIVE SERVICES

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Executive Director
ArtsConnect - Topeka, KS
(785) 380-7890
sarah@artstopeka.org

Derek Lord
Economic Development Director
City of Ankeny, IA
(515) 965-6430
DLord@ankenyiowa.gov

Aaron M. Nelson
Planning Director
City of West Fargo, ND
(701) 515-5373
aaron.nelson@westfargond.gov

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

[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.

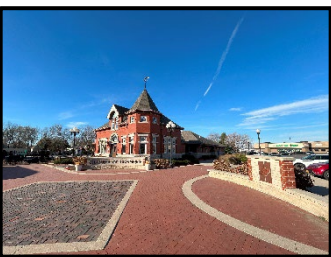
INTRODUCTION

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



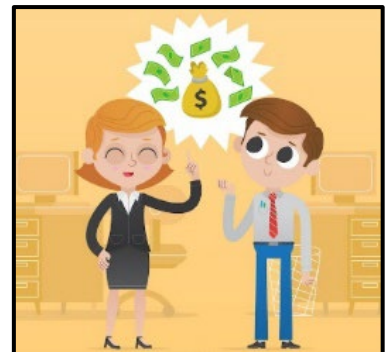
*Carroll Live + Local
Carroll Chamber of Commerce*

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.

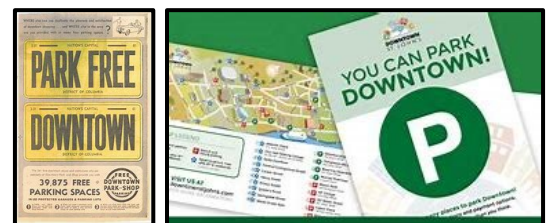
Cooperative marketing and shared events are also a big part of any downtown plan. Businesses working together will boost attendance, enhance shopping experiences and encourage increased spending. Individual businesses do a good job of marketing themselves, but much can be gained by efforts to promote 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?



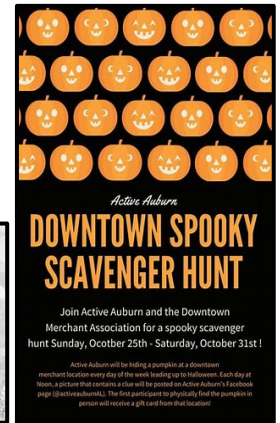
- Consider colorful open signs/flags or sandwich board signs.
- Spill merchandise out onto the sidewalk when appropriate. Take advantage of sidewalk seating.

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. Page 128

THEME 2 ACTIVITIES/EVENTS/EXPERIENCE

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?

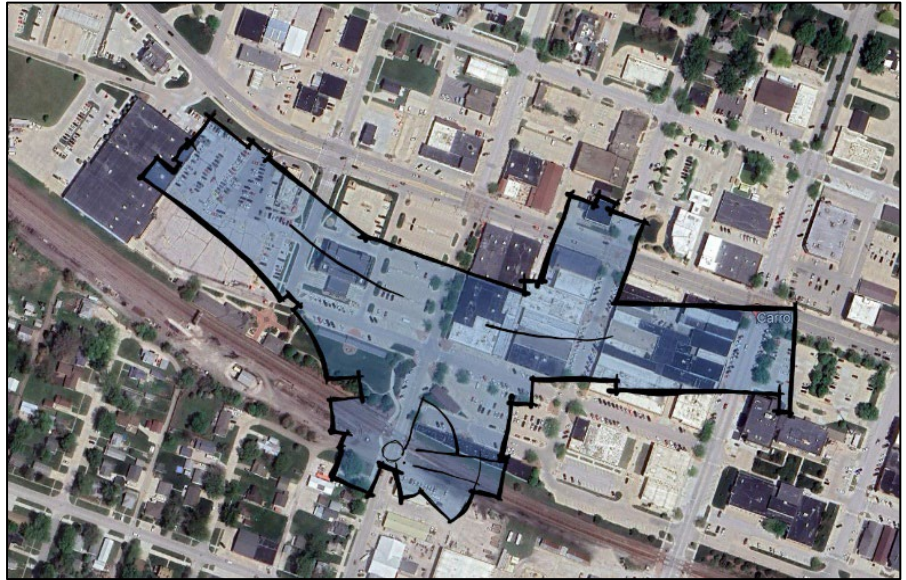
There are steps that can be taken to create a more warm, comfortable, and inviting environment in Downtown Carroll that will encourage visitors to stroll, linger, and shop longer—all creating an opportunity for fond memories and a desire to visit Downtown Carroll again and again.

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

Jordan Creek Mall Overlay on Downtown Carroll Highlighting






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

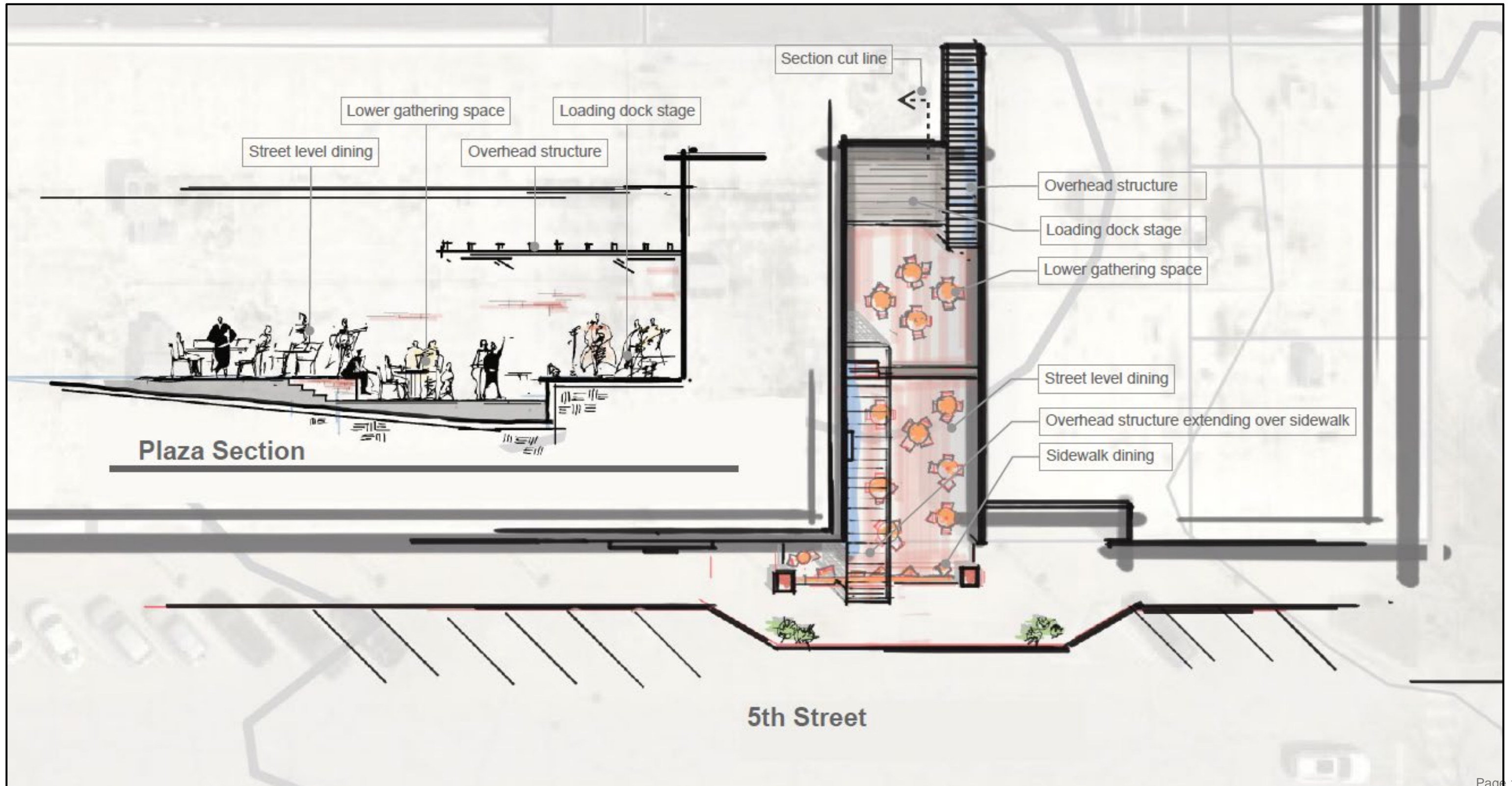
- **IMPROVE DOWNTOWN BUSINESS SIGNAGE.** Add blade signs to each business. This may require an easy local zoning code change. Blade signs are easy for pedestrians to see and draw pedestrians down the street to see what is in the next store. Blade signs will also help motorists on Highway 30 become better 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.
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- **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)

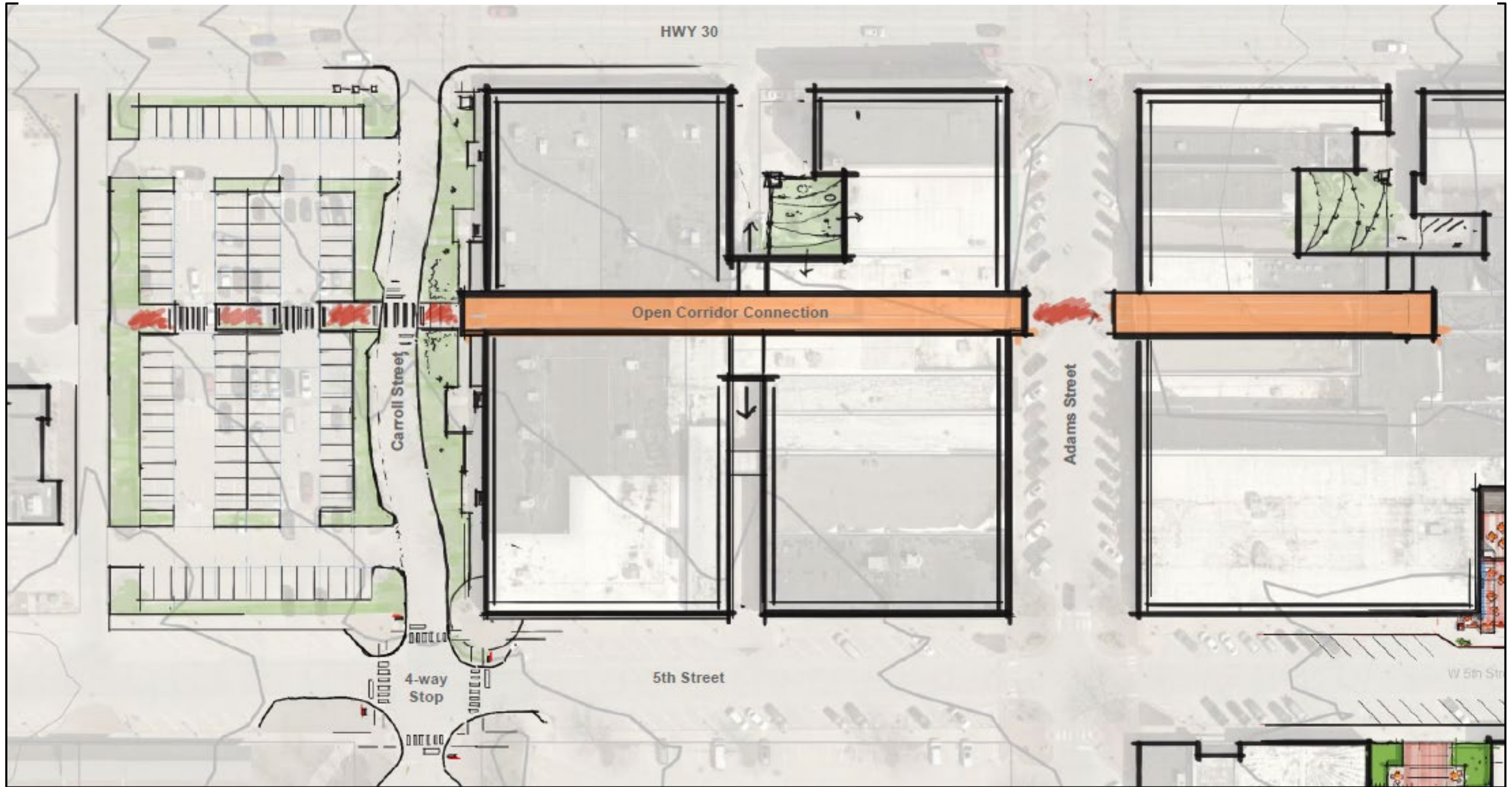
5th Street Entertainment Café Stage Concept for Loading Dock of Former JCPenny® Building



- **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 5th 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).

Concept for Reoriented West Gate Mall Parking, Improved Pedestrian Safety and Open Corridor Connection



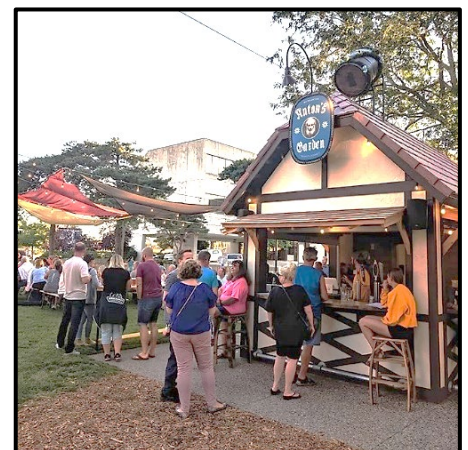
- **KEEP N. ADAMS AND HIGHWAY 30 TRAFFIC SIGNAL.** The city is currently studying the removal of the traffic signal at N. Adams Street and Highway 30. The Downtown Assessment Team strongly encourages and recommends that the traffic signal remain in place. People support communities – not cars. Communities 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.

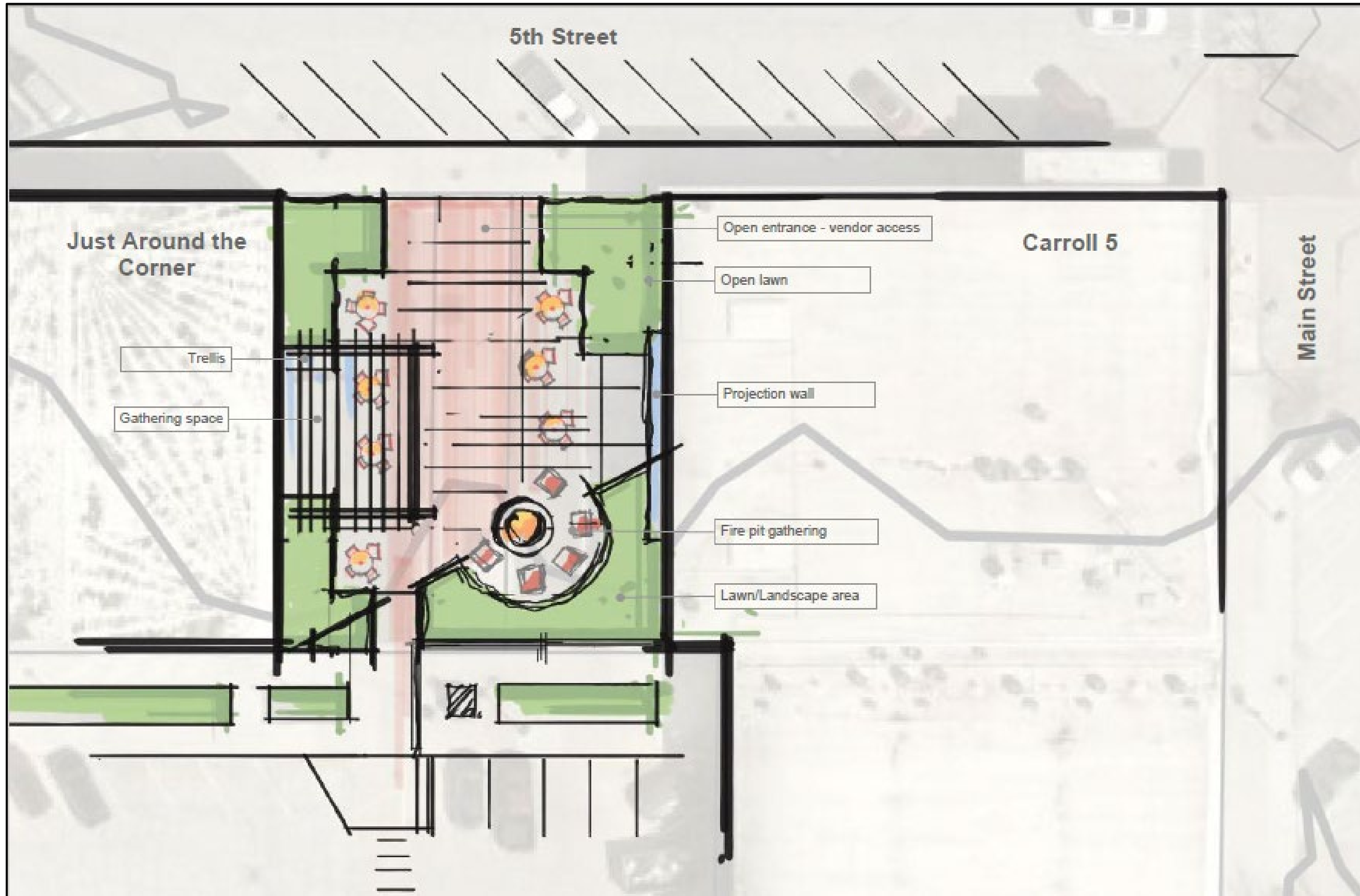


- **ACTIVATE VACANT LOTS ON W. 5TH STREET.** The vacant lots on W. 5th Street (between Just Around the Corner and the Carroll 5 theater) present a tremendous opportunity to add vibrancy to Downtown and to create a place for kids that so many in the community indicated in the survey is needed. Gather 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. 5th Street Behind Movie Theater



Concept for W. 5th Street Entertainment Theater Plaza

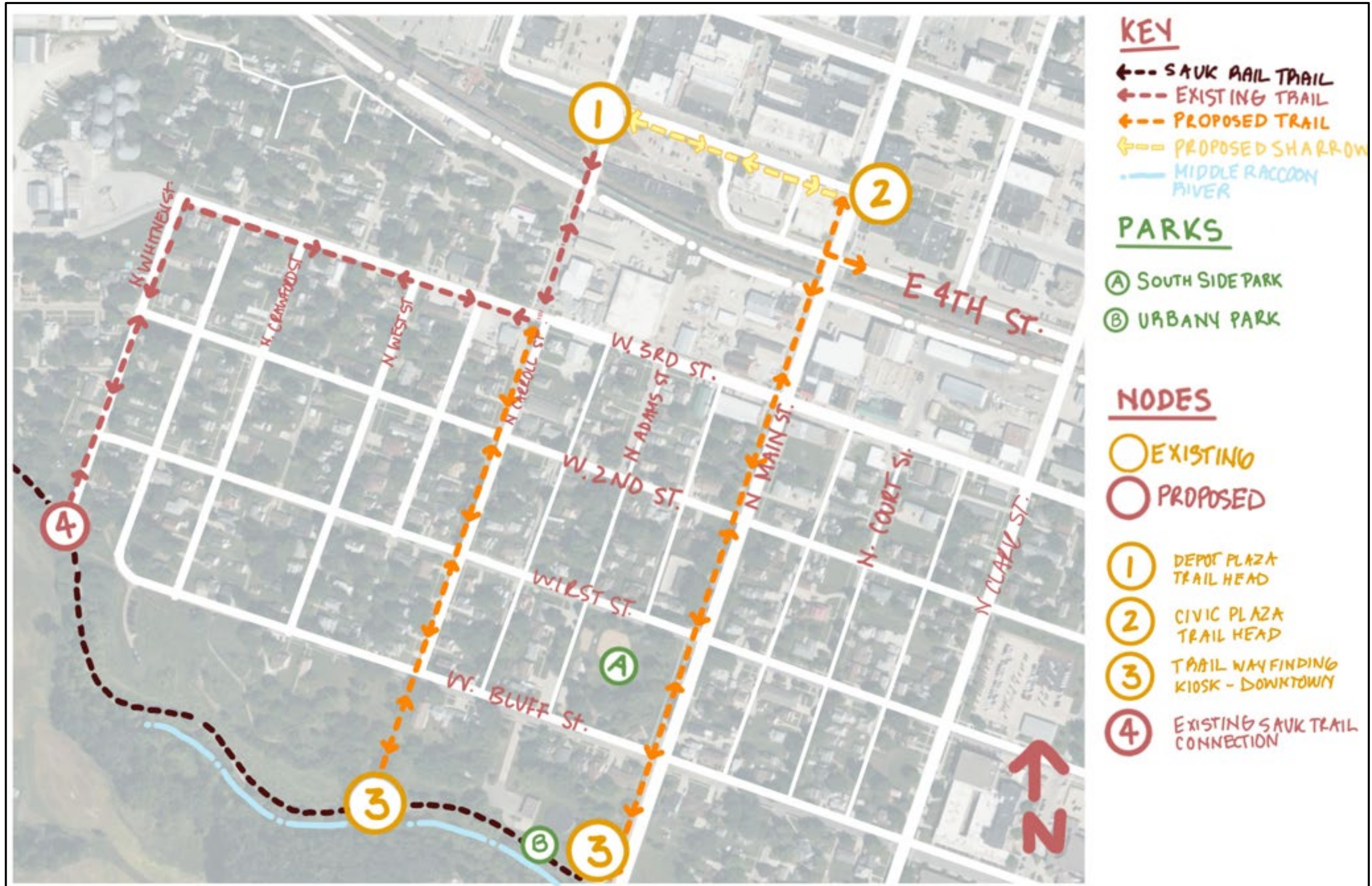


- **W. 5TH STREET ENTERTAINMENT THEATER PLAZA.** Lawn space adjacent to the theater provides opportunity for outdoor gathering space

- 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 Administrating 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.

Facade 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:

- **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 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

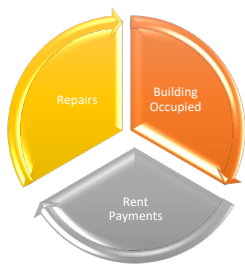
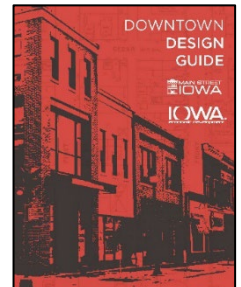
Nothing defines a downtown more than its buildings. The public and commercial buildings create the downtown character and set your community apart from others. When those buildings have been altered, removed, or not maintained, it impacts the downtown, community and business potential in a challenging 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.

The image shows Form 8826, Disabled Access Credit, for the tax year 2017. The form is used to calculate the credit for eligible access expenditures. It includes a table with the following rows:

Line	Description	Amount	Identifying number
1	Total eligible access expenditures (see instructions)		
2	Minimum amount	\$ 250.00	
3	Subtract line 2 from line 1. If zero or less, enter -0-		
4	Maximum amount	\$ 10,000.00	
5	Enter the smaller of line 3 or line 4		
6	Multiply line 5 by 50% (0.50)		
7	Disabled access credit from partnerships and S corporations		
8	Add lines 6 and 7, but do not enter more than \$5,000. Partnerships and S corporations, report this amount on Schedule K-1. All others, report this amount on Form 990, Part III, line 16		

- **Apply for a [Center for Rural Revitalization | Iowa Economic Development Authority \(iowaeda.com\)](http://www.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 \(iowaeda.com\)](#)
 - **CDBG Community Facilities & Services**
[CDBG Community Facilities & Services | Iowa Economic Development Authority \(iowaeda.com\)](#)
 - **Community Catalyst Building Remediation Program**
[Community Catalyst Building Remediation | Iowa Economic Development Authority \(iowaeda.com\)](#)
 - **Nuisance Property and Abandoned Building Remediation Loan Program**
[Nuisance Property & Abandoned Building Remediation \(iowaeda.com\)](#)
 - **CDBG Housing Rehabilitation Fund**
[CDBG Housing Rehabilitation | Iowa Economic Development Authority \(iowaeda.com\)](#)
 - **CDBG Upper Story Housing Conversion Program**
[CDBG Housing Rehabilitation | Iowa Economic Development Authority \(iowaeda.com\)](#)
 - **Workforce Housing Tax Credits**
[Workforce Housing Tax Credit | Iowa Economic Development Authority \(iowaeda.com\)](#)
 - **Brownfield/Grayfield Tax Credit Program**
[Redevelopment Tax Credits | Iowa Economic Development Authority \(iowaeda.com\)](#)
 - **Historic Tax Credits**
<https://iowaculture.gov/history/preservation/tax-incentives>
 - **State Tax Credit**
[Historic Preservation Tax Credit | Iowa Economic Development Authority \(iowaeda.com\)](#)
 - **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

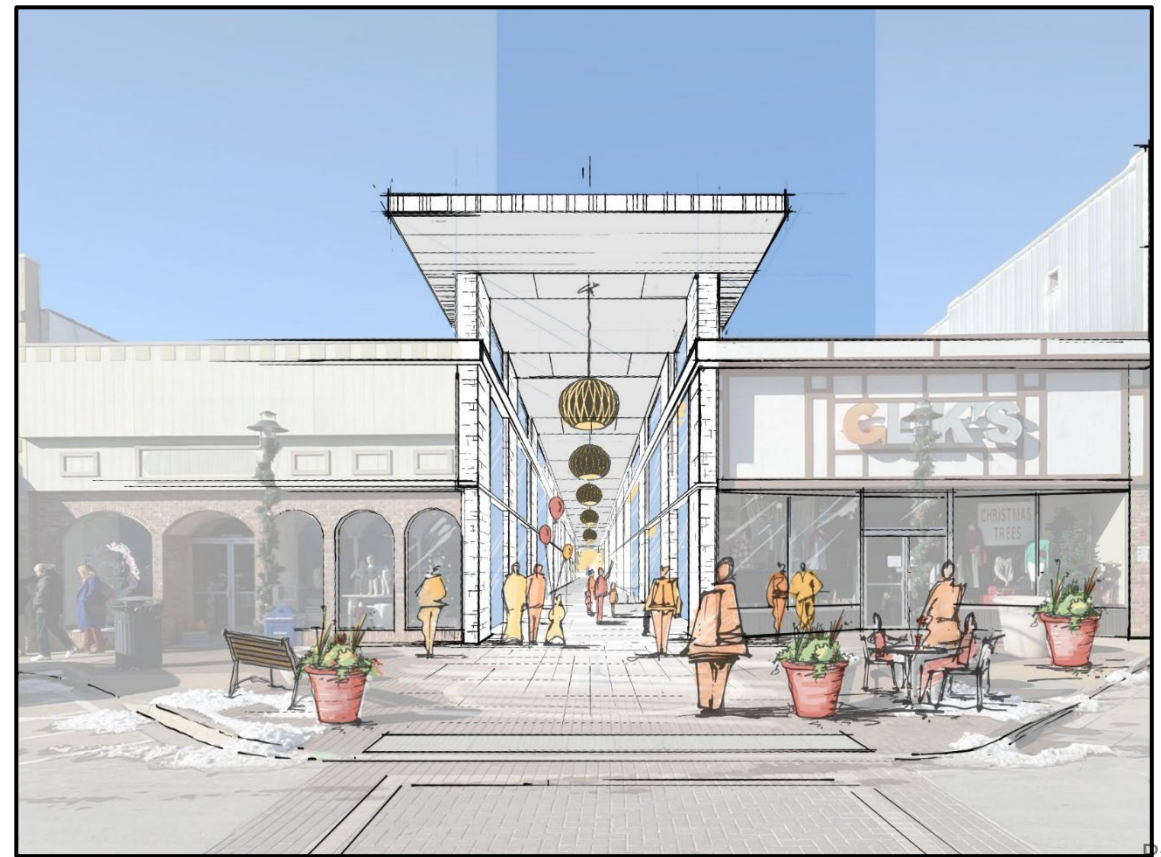
The city has done a great job with public improvements. The streetscape and amenities are quality improvements. The building owners need to step it up. This effort must be a partnership effort.

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 5th 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 th 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
.....	https://www.iowaeconomicdevelopment.com/Community/idrc
Keep Iowa Beautiful	515.323.6507
.....	https://www.KeepIowaBeautiful.com
ISU Iowa Community Indicators Program Retail Analysis	http://www.icip.iastate.edu/retail
Certified Local Governments, State Historic Society of Iowa	515.281.6826
CDBG Downtown Revitalization Program.....	515.348.6208
.....	https://www.iowaeconomicdevelopment.com/DowntownFund

National and State Preservation Services and Programs:

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

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

Police Department
112 East 5th Street
Carroll, IA 51401

PHONE: (712) 792-3536 | FAX: (712) 792-8088 | EMAIL: police@cityofcarroll.com

MEMO TO: Aaron Kooiker, City Manager

Handwritten signature of Aaron Kooiker in blue ink.

FROM: Brad Burke, Chief of Police

Handwritten signature of Brad Burke in purple ink.

DATE: March 27, 2026

SUBJECT: Police Vehicle Purchase

In March, the police department accepted bids for the purchase of one 2026 Ford Police Interceptor patrol vehicle. This will replace a 2020 Ford Police Interceptor Utility vehicle that was purchased in August 2020. Champion Ford of Carroll has the lowest bid at \$43,818. A bid was also accepted from New Way Ford and the State of Iowa bid from Stiver's Ford was used for comparison. Those amounts are listed below. The delivery and payment of this vehicle will be in the fiscal year 26/27 cycle and is below our budgeted amount by \$3,644.

The 2020 Ford Police Interceptor Utility vehicle will be sold on GovDeals.com, an online auction company, after the new vehicle is in rotation.

<u>Police Interceptor</u>	<u>New Way Ford</u>	<u>Champion Ford</u>	<u>State Bid (Stiver's)</u>
Price	\$43,847	\$43,818	\$49,484

RECOMMENDATION: Council approval of the purchase of a 2026 Ford Police Interceptor Utility hybrid from Champion Ford of Carroll at a price of \$43,818.00. Also, the sale of a 2020 Ford Police Interceptor Utility through GovDeals.com.



Preview Order 2222 - K8A - Police Inter Utility AWD: Order Summary Time of Preview: 03/26/2026 16:25:39 Receipt: 3/26/2026

Dealership Name: New Way Ford

Sales Code : F53600

Dealer Rep.	caylor deeth	Type	Fleet	Vehicle Line	Explorer	Order Code	2222
Customer Name	City of Carro	Priority Code	F3	Model Year	2026	Price Level	620

DESCRIPTION	MSRP	DESCRIPTION	MSRP
K8A0 POLICE INTER UTILITY AWD	\$48550	100 WATT SIREN / SPEAKER	\$350
.119 INCH WHEELBASE	\$0	50 STATE EMISSIONS	\$0
TOTAL BASE VEHICLE	\$48550	KEYED ALIKE -KEY CODE E	\$50
OXFORD WHITE	\$0	NOISE SUPPRESSION BOND STRAPS	\$100
CLOTH BUCKETS/CLOTH REAR SEATS	\$70	18" PAINTED ALUMINUM WHEELS	\$475
ONYX INTERIOR	\$0	SPECIAL DEALER ACCOUNT ADJUSTM	\$0
EQUIPMENT GROUP 500A	\$0	SPECIAL FLEET ACCOUNT CREDIT	\$0
.FM STEREO	\$0	FUEL CHARGE	\$0
.3.3L HYBRID ENGINE	\$0	NET INVOICE FLEET OPTION (B4A)	\$0
.10-SP MODULR HYBRD AUTO TRN	\$0	PRICED DORA	\$0
JOB #2 ORDER	\$0	ADVERTISING ASSESSMENT	\$0
FORD FLEET SPECIAL ADJUSTMENT	\$0	DESTINATION & DELIVERY	\$1795

BADGE DELETE	\$0		
TOTAL BASE AND OPTIONS		Price: \$51,390	MSRP
DISCOUNTS		Discounts: - 7,543	\$51390
TOTAL			NA
			\$51390

ORDERING FIN: QF222 END USER FIN: QF222

Outright: \$43,847

Customer Name:
Customer Address:

Customer Email:
Customer Phone:

Customer Signature _____ Date _____

This order has not been submitted to the order bank.

This is not an invoice.



Bid Sheet

VEHICLE MSRP:	\$51,390.00
CHAMPION DISCOUNT:	(\$4,472.00)
REBATES:	(\$3,100.00) (GPC)
ADJUSTED PRICE:	\$43,818.00
TRADE IN	NA
SPECIALTY EQUIPMENT:	NA
EXTRA OPTIONS:	NA
WARRANTY:	NA
FINAL PRICING:	\$43,818.00

Thank you for your consideration!

Drew Beeber

Champion Ford

Phone: 712-792-1505

Email: dbeeber@championofcarroll.com

#ChooseCarroll



Preview Order 2602 - K8A - Police Inter Utility AWD : Order Summary Time of Preview: 03/26/2026 09:05:12 Receipt: NA

Dealership Name : Champion Ford

Sales Code : F53554

Dealer Rep.	DREW BEEBER	Type	Fleet	Vehicle Line	Explorer	Order Code	2602
Customer Name	City Carroll	Priority Code	F3	Model Year	2026	Price Level	620

DESCRIPTION	MSRP	DESCRIPTION	MSRP
K8A0 POLICE INTER UTILITY AWD	\$48550	50 STATE EMISSIONS	\$0
.119 INCH WHEELBASE	\$0	KEYED ALIKE -KEY CODE E	\$50
TOTAL BASE VEHICLE	\$48550	NOISE SUPPRESSION BOND STRAPS	\$100
OXFORD WHITE	\$0	18" PAINTED ALUMINUM WHEELS	\$475
CLOTH BUCKETS/CLOTH REAR SEATS	\$70	PRICE CONCESSION INDICATOR	\$0
ONYX INTERIOR	\$0	REMARKS TRAILER	\$0
EQUIPMENT GROUP 500A	\$0	FRONT LICENSE PLATE BRACKET	\$0
.FM STEREO	\$0	SPECIAL DEALER ACCOUNT ADJUSTM	\$0
.3.3L HYBRID ENGINE	\$0	SPECIAL FLEET ACCOUNT CREDIT	\$0
.10-SP MODULR HYBRD AUTO TRN	\$0	FUEL CHARGE	\$0
JOB #2 ORDER	\$0	NET INVOICE FLEET OPTION (B4A)	\$0
FORD FLEET SPECIAL ADJUSTMENT	\$0	PRICED DORA	\$0
BADGE DELETE	\$0	ADVERTISING ASSESSMENT	\$0
100 WATT SIREN / SPEAKER	\$350	DESTINATION & DELIVERY	\$1795
			MSRP
TOTAL BASE AND OPTIONS			\$51390
DISCOUNTS			NA
TOTAL			\$51390

ORDERING FIN: QF222 END USER FIN: QF222 PO NUMBER: undefined

INCENTIVES:

Acc. Code ID: 10 Contract/Ref #: 17-127T Description: undefined Concession Amount: \$-3100.00

This order has not been submitted to the order bank.

This is not an invoice.

CARROLL AIRPORT COMMISSION

Regular Meeting

The regular meeting of the Carroll Airport Commission was held on Monday, March 9, 2026, at the Arthur Neu Airport. Commission members in attendance were Norman Hutcheson, Greg Siemann, Kevin Wittrock and Dick Fulton. Gene Vincent did not attend. Also attending were Don Mensen, airport manager and Carol Schoeppner, recording secretary. 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. Nays: None Absent: Gene Vincent Abstain: None. Motion carried 4/0.

HANGER PROJECT

Comm. Siemann reported there will be a telephone conference call at his office on March 10th with Mr. Crawford and the State people concerning the hanger project grant money. They will be discussing a \$300,000.00 grant for vertical infrastructure and a \$300,000.00 grant for concrete. The McClure Engineering bid will be reviewed by another engineering firm before the FAA will approve their bid.

TOPICS DISCUSSED:

At this time the Commission will not apply for a grant to repair runway 31. Don will patch it as he has done in the past.

Safety Meeting/March 24th.

BILLS

The following bills were presented to the Carroll Airport Commission for approval:

March 9, 2026

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Carroll Aviation	contract	\$ 7,485.00
Drees Oil Co.	propane	426.46
Raccoon Valley Elec	February electric	1,642.06
Drees Co.	apartment microwave	499.00
Wittrock Motor	February car rental	550.00
Carroll Cleaning	cleaning supplies	7.34
Drees Co/Ecowater	water	36.00
Carroll Refuse	February garbage	68.83
Carol Schoeppner	secretary contract	350.00

A motion by Comm. Fulton and seconded by Comm. Siemann was made to approve the bills as presented to the Carroll Airport Commission. All present voted aye. Nays: None Abstain: None Absent: Gene Vincent. Motion carried 4/0.

There being no further business, a motion by Comm. Wittrock and seconded by Comm. Fulton was made to adjourn at 6:12 P.M.. All present voted aye. Nays: None Absent: Gene Vincent Abstain: None. Motion carried 4/0.

The next regular meeting of the Carroll Airport Commission will be April 13, 2026 at the Arthur Neu Airport.

Chairman/Vice-Chairman

ATTEST

CARROLL AIRPORT COMMISSION

REGULAR MEETING

Monday, April 13, 2026

5:30 P.M.

Arthur Neu Airport

Agenda

Approve previous meeting minutes

Hanger Project

Safety Meeting Report

New Business

Approve monthly bills