

**AGENDA**  
**Dallas Center City Council**  
**April 10, 2018 –7:00 pm - Legion Hall**

**PUBLIC HEARING – on amendment to FY 2017-2018 Dallas Center City Budget**

1. Pledge of Allegiance
2. Roll Call
3. Action to approve agenda
4. Action to approve consent agenda
  - a. Approve minutes of March 20, 2018, regular meeting
  - b. March Treasurer's Report
  - c. March Fire/Rescue, Law Enforcement, Compliance and Water Reports
  - d. Approve appointment of Kari Boscaljon to Plan and Zoning Commission to complete Ryan Coon's unexpired term, term expires October 1, 2022
  - e. Approve hiring skating rink operator Jill Bejarno, Brianne Kiley, Haley Wineland and Darla MacConnell at \$12.00/hr effective May 1, 2018 pending background checks
  - f. Approve hiring assistant manager at \$12.00/hr. while acting as asst. manager – Bailey Jarboe and Abby Weddle; 4<sup>th</sup> year lifeguard at \$8.75/hr – Bailey Jarboe; 3<sup>rd</sup> year lifeguards at \$8.50/hr – Anna Pion and Abby Weddle; 2<sup>nd</sup> year lifeguard at \$8.25/hr – Dayna Clausen and Tatum Jarboe; 1<sup>st</sup> year lifeguards at \$8.00/hr – Sydney Anderson, Luke Busby, Cameron DeRoos, Isabelle Glomski, Jordan Geppert, Lara Kallem, Jaxon Kaster, Elisabeth Northway and Alexa Riesselman; all hires pending lifeguard certification and background checks with start date of May 1, 2018
  - g. Approve invoices for payment (review committee Beyer and Coon)
5. Action to approve Resolution 2018-12 - recognizing Ryan Pearson's service to the City as Council Member since 2015
6. Library Board
  - a. Discussion on the Funding Feasibility Study Agreement
  - b. Action to approve Resolution 2018-14 – approving Funding Feasibility Study Agreement with Convergent Nonprofit Solutions, LLC
7. Public Communications and Concerns [Anyone wanting to speak about a matter not on the Agenda should raise your hand, and the Mayor will acknowledge you. Please stand, state your name, address and topic. You will have two minutes to address the Mayor and Council.]
8. Action to approve Resolution 2018-15 – accepting petition for special election to fill council vacancy and setting special election for July 10, 2018
9. Plan and Zoning Commission Report
  - a. Action on Resolution 2018-16 – approving revised Site Plan for Bikers Haven (Sugar Grove Custom Cars LLC)
  - b. Action on Resolution 2018-17 – approving revised Architectural Plan for Bikers Haven (Sugar Grove Custom Cars LLC)
  - c. Public Forum on subject of backyard beekeeping – 7 p.m., April 24, 2018, Memorial Hall
10. Public Works Report
11. Southwest Stormwater Drainage Improvements – Phase 1
  - a. Engineer's Report
  - b. Approve Partial Payment Estimate No. 14 (including partial early retainage release request) – Progressive Structures, LLC - \$81,535.50
12. Water Treatment Plant – Engineer's Report
13. Engineer's Report – other matters
14. Public Discussion – backyard chickens
15. Action to approve Resolution 2018-13 – approving amendment to FY 2017-2018 City Budget

16. Action to approve Resolution 2018-18 – adopting the Dallas County Multi-Jurisdictional Local Hazard Mitigation Plan
17. Action to select realtor to list former police department building (1402 Walnut) for sale
18. Action to schedule meeting to discuss questions and concerns from residents in Country Living and Cross County Estates
19. Council reports
20. Mayor's report
  - a. Capital Improvement Plan – workshop 7 p.m., April 17, 2018
21. Adjournment

Cindy Riesselman, City Clerk

#### Claims

Access Systems Leasing	April Lease	\$248.81
Acco Unlimited Corp	Supplies	\$361.70
Agsources Cooperative Svcs	Tests	\$406.50
Amega Garage Doors & Openers	Repairs	\$3,900.00
Andy Schmitz	Trees	\$600.00
Arnold Auto Supply	Supplies/Repairs	\$80.95
Baker & Taylor Co.	Books	\$998.43
Mmit Business Solutions Group	March Lease	\$96.30
Bay Bridge Administrators	Cancer Policy	\$100.42
Brown, Fagen & Rouse	April Retainer	\$2,250.00
Ced -	Equip/Supplies	\$426.15
Center Point Large Print	Books	\$73.36
Centurylink	March Serv	\$518.59
Culligan Water System	March Serv	\$26.55
Dallas Center Medical Asso	March Serv	\$85.00
Dallas County Treasurer	April Serv	\$16,970.48
Danko Emergency Equip	Repairs	\$66.30
Delta Dental	Ins Premium	\$32.30
Delta Dental	Ins Premium	\$459.14
Demco	Supplies	\$171.77
Digital Stew Services	Repairs/March Serv	\$630.75
Ebsco	Renewals	\$1,458.24
Ed Leedom	March Serv	\$512.10
Eftps	Fed/Fica Tax	\$2,947.70
Eftps	Fed/Fica Tax	\$3,758.21
Gatehouse Media Iowa Holdings	Publications	\$389.68
Gcmoa	Dues	\$20.00
Gis Benefits	Ins Premium	\$25.34
Gis Benefits	Ins Premium	\$23.73
Jerry Greif	March Serv	\$45.00
Heartland Co-Op	March Serv	\$769.96
Hsa Cory, Rochelle	Hsa	\$100.00

Hsa Riesselman, Cindy	Hsa	\$100.00
Hsa Slaughter, Brian	Hsa	\$158.33
Hsa Steele, Kathy	Hsa	\$100.00
Iamu	Training	\$150.00
Ink & Oak Calligraphy	Program	\$356.00
Ipers	Ipers	\$3,895.69
Iron Mountain	March Serv	\$49.99
Jim's John Inc	March Serv	\$120.00
Karen's Quality Cleaning	March Serv	\$475.00
Leaf	March Serv	\$102.08
M & T Fire And Safety	Equip	\$363.00
Menards	Supplies/Repairs	\$526.84
Merrit Company	Supplies	\$493.61
Micromarking Llc	Audio Books	\$142.44
Midamerican Energy	March Serv	\$5,180.67
Midwest Breathing Air Llc	Testing	\$177.40
Municipal Emergency Services	Repairs	\$196.37
Napa Auto Parts	Repairs	\$442.19
Nationwide Retirement Sol	W/Holding	\$200.00
Office Depot	Supplies	\$7.76
Petty Cash-City	Training	\$26.20
Praxair Distribution	March Serv	\$26.97
Progressive Structures, Llc	SW Storm	\$81,535.50
Quill Corporation	Supplies	\$273.43
Rtl Equipment Inc.	Repairs	\$4,239.01
Treasurer - State Of Iowa	Sales Tax	\$2,552.42
Kathy Steele	Training	\$13.84
Storey Kenworthy/Matt Parrott	Supplies	\$1,857.92
Trans-Iowa Equipment Inc	Repairs	\$67.98
Usa Blue Book	Supplies	\$499.14
Veenstra & Kimm	Feb Serv	\$116.00
Treasurer - State Of Iowa	Tax	\$1,039.00
Waste Management	March Serv	\$15,868.66
Wellmark Blue Cross Blue Shiel	Ins Premium	\$341.68
Wellmark Blue Cross Blue Shiel	Ins Premium	\$5,551.20
Wells Fargo	Training/Supplies/Postage	\$1,586.09

\*\*\*\* Paid Total \*\*\*\* \$167,385.87

General	\$55,792.71
Rut	\$6,039.15
T&A(Eb)	\$9,256.28
Water	\$8,826.49

Sewer	\$5,853.66
Storm District	\$81,617.58

\$167,385.87

Revenues

General Total	\$39,359.69
T&A (Pd) Benevolent	\$0.44
T&A(Ft) Total	\$15.92
T&A(Sc) Total	\$7.16
Capital Improvement	\$25.83
T&A(SI) Total	\$232.31
Rut Total	\$14,454.05
T&A(Eb) Total	\$1,938.21
Emergency Levy Fund	\$330.04
Lost	\$0.00
Tif Total	\$229.75
T&A Burnett Rec	\$80.87
Tya Burnett Library	\$81.16
T&A Burnett Cap Impr	\$75.39
Rec Trail Total	\$11.67
Debt Service Total	\$8,102.99
T&A(B) Total	\$8.60
T&A(Y) Total	\$7.48
Water Total	\$38,489.65
Sewer Total	\$28,711.78
Storm District Total	\$4,654.89
 Total Revenue	 \$136,817.88

The Dallas Center City Council met in regular session March 20, 2018 at 7:00 pm. Mayor Kidd called the meeting to order and led the Pledge of Allegiance. Council members present included David Bagby, Danny Beyer and Curtis Pion. Ryan Kluss was present via telephone.

The agenda was amended to change review committee from Kluss to Pion. Motion by Beyer, 2<sup>nd</sup> by Pion to approve the amended agenda. Motion passed 4-0.

Motion by Pion, 2<sup>nd</sup> by Bagby to approve consent agenda [approve minutes of February 13<sup>th</sup> regular meeting and the March 6<sup>th</sup> special meeting; February Treasurer's Report; February Fire/Rescue, Law Enforcement, Compliance and Water Reports; approve hiring Mike Buckalew as a public works assistant at \$11.50/hr approximately 20-25 hrs per week effective April 1<sup>st</sup>; approve hiring Julian Gibson and John Patrick as summer public works assistants at \$11.00/hr approximately 15 hours/week effective April 1<sup>st</sup> pending background checks; approve (Class C with outdoor service and Sunday sales) liquor license renewal for Twisted Corn Tavern; approve hiring David Gannon as a fire department volunteer pending background check; approve invoices for payment (review committee Bagby and Pion)]. Motion passed 4-0.

**Vacancy in the office of council member**

Presentations by Ryan Coon, Robert Haxton, Amy Jarnagin, Gary Licht, Daniel Stevens and Amy Strutt for consideration of appointment as council member.

Motion by Kluss, 2<sup>nd</sup> by Pion to appoint Ryan Coon to fill vacancy in office of council member due to Ryan Pearson's resignation. Motion passed 4-0.

Mayor Kidd administered the Oath of Office to Ryan Coon.

Council had discussion with Hy-Line International representatives regarding backyard chickens within city limits. There will be an item on the April agenda for public discussion.

8:26 pm – Kluss dropped off the phone call.

Motion by Bagby, 2<sup>nd</sup> by Beyer to allow Lyn Crest Estates Plat 5 to be constructed before Plat 4, allowing the construction of water main for Plat 4 be deferred until Plat 4 is constructed (not to exceed three years), and allow maintaining the existing ditch-based rural drainage along the west side of Fairview Drive in the area of Plat 5 with concrete culverts. Motion passed 4-0.

Motion by Bagby, 2<sup>nd</sup> by Beyer to approve Resolution 2018-9 – disapproving Architectural Plan submitted by Moss Brothers, Inc. for proposed metal pole/canvass structure. Roll call all ayes, motion passed.

Motion by Pion, 2<sup>nd</sup> by Beyer to waive the sewer portion (\$820.40) of the utility bill that resulted from a water leak at property located at 1502 Sugar Grove Avenue due to the fact that the water did not go down the drain in the home, but was pumped out onto the yard. Motion passed 4-0.

Ed Leedom, Code Enforcement Officer reported to council that he has a few noncompliant nuisance properties. Council directed Leedom to work with the Sheriff's office to gather owner and/or lienholder information on vehicles and send a letter, impoundment may be necessary. They also directed him to gather abatement costs on the remaining properties and send a letter to the homeowners with that information. If compliance is not obtained, the city may have the work completed and the costs assessed to the homeowners.

Public Communications and Concerns-Julie Becker expressed concerns with the appointment and budget processes. Robert Haxton expressed concerns with the budget process.

Slaughter gave the public works report.

Motion by Pion, 2<sup>nd</sup> by Coon to approve Wal-Mart grant application. Motion passed 4-0.

Council took no action on designating and naming of parks.

Motion by Beyer, 2<sup>nd</sup> by Pion to approve Jim Woodsmall's request to extend the time for an issuance of a Building Permit on his Biker's Haven project for 60 additional days beyond April 11, 2018. Ayes-Beyer, Pion and Coon, Nays-Bagby. Motion passed 3-1.

Motion by Pion, 2<sup>nd</sup> by Beyer to approve Justin Rowe's bid for renting well site hay field. Motion passed 4-0.

Beekeeping within city limits – motion by Pion, 2<sup>nd</sup> by Beyer to refer to Plan and Zoning Commission to consider amendment to City Zoning Code to allow beekeeping as an additional permitted use in R-1. Motion passed 4-0.

Council member Bagby will contact commercial realtors to list the sale of the property at 1402 Walnut Street.

Council directed Riesselman to contact local realtors to list the sale of the property at 204 15<sup>th</sup> Street.

Motion by Pion, 2<sup>nd</sup> by Bagby to approve Resolution 2018-11 – approving Proclamation recognizing 50 Years of Home Rule for Iowa Cities. Roll call all ayes, motion passed.

Council reports-Pion let council know he plans to schedule a Public Safety Committee meeting soon.

Mayor's report-will discuss with the Public Safety Committee where to reuse/relocate the cameras from the former police department.

Meeting adjourned at 10:01 pm.

Cindy Riesselman, City Clerk

#### Claims

3E Electrical Engineering	Repairs	\$89.22
Access Systems Leasing	March Lease	\$248.81
Agsource Cooperative Svcs	Tests	\$770.00
Mary Mosiman	Fy 16/17 Full Audit	\$9,317.19
Baker & Taylor Co.	Books	\$390.49
Mmit Business Solutions	March Lease	\$96.30
Bay Bridge Administrators	Cancer Policy	\$100.42
Brown, Fagen & Rouse	March Retainer	\$2,250.00
Central Salt, Llc	Supplies	\$1,601.24
Centurylink	March Serv	\$520.18
Cintas Corporation #762	Feb Serv	\$120.54
Core & Main	Supplies	\$1,049.33
Crossroads Ag, Llc	Supplies	\$63.47
Culligan Water System	March Serv	\$11.95
Dallas County Treasurer	March Serv	\$16,970.48
Delta Dental	Premiums	\$32.30

Delta Dental	Premiums	\$459.14
Digital Stew Services	March Serv/Repairs	\$88.25
Ed Leedom	Feb Serv	\$475.15
Eftps	Fed/Fica Tax	\$3,049.68
Eftps	Fed/Fica Tax	\$3,159.08
Elite Electric & Utility	Repairs	\$1,860.00
Git Fox Insurance Agency	Premiums	\$69,238.45
Gatehouse Media	Publications	\$307.86
Gis Benefits	Premiums	\$25.34
Gis Benefits	Premiums	\$23.73
Jerry Greif	Feb Serv	\$195.00
Grimes Asphalt And Paving	Cold Patch	\$2,033.78
Heartland Co-Op	Feb Serv	\$1,511.90
Henderson Truck Equipment	Repairs	\$37.57
Hsa Cory, Rochelle	Hsa	\$100.00
Hsa Riesselman, Cindy	Hsa	\$100.00
Hsa Slaughter, Brian	Hsa	\$158.33
Hsa Steele, Kathy	Hsa	\$100.00
Iamu	Dues	\$660.25
Iowa Demolition	204 15th St	\$9,700.00
Iowa Dept Of Public Health	Pool Registration	\$70.00
Iowa Prison Industries	Signs	\$415.92
Ipers	Ipers	\$4,003.47
Iron Mountain	Feb Serv	\$49.99
Isu Of Science And Tech	Park Study	\$6,000.00
Jetco Inc	Water Plant	\$6,319.15
Jetco Inc	Feb Serv	\$589.00
Jim's John Inc	Feb Serv	\$120.00
Karen's Quality Cleaning	Feb Serv	\$475.00
Kempker's True Value	Supplies	\$22.28
Kimball Midwest	Supplies	\$303.71
Leaf	Lease	\$102.08
Mahon Trucking Llc	Feb Serv	\$180.00
Menards	Repairs Supplies	\$313.70
Midamerican Energy	Feb Serv	\$5,661.59
Moss Bros, Inc	Repairs	\$180.00
Municipal Emergency Services	Supplies	\$249.30
Napa Auto Parts	Repairs	\$472.50
Nationwide Retirement Sol	Deferred Comp	\$200.00
O'halloran International, Inc	Repairs	\$446.20
Office Depot	Supplies	\$157.47
Piper Jaffray & Co	Bond Dissemination	\$750.00
Potthoff Appraisals	1402 Walnut	\$2,500.00

Praxair Distribution	Feb Serv	\$56.89
Quick Oil Co	Supplies	\$383.21
Rew Services Corp	204 15th St	\$4,785.00
Rhinehart Excavating, Inc	Feb Serv	\$270.00
Cindy Riesselman	Mileage	\$32.16
Treasurer - State Of Iowa	Sales Tax	\$2,777.68
Sandry Fire Supply	Supplies	\$252.02
Sprayer Specialties, Inc	Repair	\$24.85
State Library Of Iowa	Training	\$100.00
Storey Kenworthy/Matt Parrott	Supplies	\$1,169.83
Strauss Safe & Lock Co.	2nd Qtr Serv	\$98.85
Shaina Thomas	Supplies	\$8.83
Uline	Supplies	\$241.71
Unplugged Wireless	Repairs	\$104.85
Usa Blue Book	Supplies	\$296.66
Veenstra & Kimm	Feb Serv	\$1,757.05
Verizon Wireless	Feb Serv	\$120.05
Verizon Wireless	March Serv	\$120.05
Treasurer - State Of Iowa	Tax	\$1,050.00
Walker Spray Foam	Maint Shed	\$6,621.00
Waste Management	Feb Serv	\$15,870.30
Wellmark Bcbs	Premiums	\$341.68
Wellmark Bcbs	Premiums	\$5,551.20
Wells Fargo	Postage/Supplies	\$3,456.17

\*\*\*\*\* Report Total \*\*\*\*\* \$201,986.83

General	\$120,205.39
Rut	\$7,682.34
T&A(Eb)	\$21,537.28
Burnett Project	\$6,000.00
Water	\$28,951.68
Sewer	\$17,528.30
Storm District	\$81.84

\$201,986.83

#### Revenues

General Total	\$44,619.09
T&A (Pd) Benevolent	\$0.41
T&A(Ft) Total	\$14.85
T&A(Sc) Total	\$6.68
Capital Improvement	\$24.10



T&A(SI) Total	\$23.82
Rut Total	\$22,816.93
T&A(Eb) Total	\$3,559.04
Emergency Levy Fund	\$603.86
Local Option Sales	\$0.00
Tif Total	\$1,080.63
T&A (Burnett Rec)	\$78.70
T&A (Burnett Lib)	\$75.72
T&A(Burnett Cap Imp)	\$70.33
Rec Trail Total	\$10.80
Debt Service Total	\$11,519.85
T&A(B) Total	\$8.02
T&A(Y) Total	\$6.98
Water Total	\$34,157.90
Sewer Total	\$25,431.40
Storm District Total	\$4,609.69
 Total Revenue By Fund	 \$148,718.80

**TREASURER'S REPORT**  
**CALENDAR 3/2018, FISCAL 9/2018**

FUND		LAST REPORT ON HAND	REVENUES	EXPENSES	CHANGE IN LIABILITY	ENDING BALANCE
001	GENERAL	752,399.17	39,359.69	128,859.16	.00	662,899.71
011	T&A (PD) BENEVOLENT	755.35	.44	.00	.00	755.79
015	T&A(FT)	227,342.45	15.92	.00	.00	227,358.37
021	T&A(SC)	12,298.06	7.16	.00	.00	12,305.22
029	CAPITAL IMPROVEMENT	254,366.67	25.83	.00	.00	254,392.50
041	T&A(SL)	18,004.09	232.31	.00	.00	18,236.40
110	RUT	310,903.82	14,454.05	9,349.01	.00	316,008.86
112	T&A(EB)	47,866.66	1,938.21	24,696.54	.00	25,108.33
119	EMERGENCY LEVY FUND	3,105.30	330.04	.00	.00	3,435.34
121	LOCAL OPTION SALES TAX	.00	.00	.00	.00	.00
125	TIF	29,456.75	229.75	864.58	.00	28,821.92
166	T&A(REC PROGRAM) REV	.00	.00	.00	.00	.00
167	BURNETT PROJECT	644,923.30	80.87	6,000.00	.00	639,004.17
168	T&A(BC)	767,422.93	81.16	.00	.00	767,504.09
169	T&A(BURNETT CAP IMPROVE)	629,506.09	75.39	.00	.00	629,581.48
177	T&A(PD)	.00	.00	.00	.00	.00
180	REC TRAIL	20,045.25	11.67	.00	.00	20,056.92
200	DEBT SERVICE	113,076.54	8,102.99	.00	.00	121,179.53
501	T&A(B)	14,773.84	8.60	.00	.00	14,782.44
502	T&A(Y)	12,857.75	7.48	.00	.00	12,865.23
600	WATER	464,860.76	38,489.65	24,340.87	.00	479,009.53
610	SEWER	800,365.26	28,711.78	21,806.63	.00	807,270.41
740	STORM DISTRICT	287,770.57	4,654.89	.00	.00	292,425.46
Report Total		5,412,100.61	136,817.88	215,916.79	.00	5,333,001.70

# BALANCE SHEET

## CALENDAR 3/2018, FISCAL 9/2018

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE
001-000-1110	CHECKING-GENERAL	154.76	14,417.54
011-000-1110	CHECKING-T&A(PD) BENEVOLENT	.00	.00
015-000-1110	CHECKING-T&A(FT)	.00	.00
021-000-1110	CHECKING-T&A(SC)	.00	.00
029-000-1110	CHECKING-DEPR POLICE	.00	.00
029-000-1111	CHECKING-DEPR NON RUT EQUIP	.00	.00
029-000-1112	CHECKING-DEPR PARK	.00	.00
029-000-1113	CHECKING-DEPR SWIM POOL	.00	.00
029-000-1114	CHECKING-DEPR P/W BLDG	.00	.00
041-000-1110	CHECKING-T&A(SL)	14.05-	.00
110-000-1110	CHECKING-RUT	16,894.55-	.00
110-000-1111	CHECKING-DEPR RUT EQUIP	.00	.00
110-000-1112	CHECKING-SIDEWALK PROJ	.00	.00
112-000-1110	CHECKING-T&A(EB)	.00	.00
119-000-1110	CHECKING-EMERG LEVY	602.50-	.00
121-000-1110	CHECKING - LOST	.00	.00
125-000-1110	CHECKING-TIF	1,065.21-	.00
166-000-1110	CHECKING-T&A(REC PROGRAM)	.00	.00
167-000-1110	CHECKING-T&A(BURNETT REC)	.00	.00
168-000-1110	CHECKING-T&A(BURNETT LIBRARY)	.00	.00
169-000-1110	CHECKING-T&A(BURNETT CAP IMP)	.00	.00
177-000-1110	CHECKING-T&A(PD) FORFEITURE	.00	.00
180-000-1110	CHECKING-REC TRAIL	163.00-	.00
200-000-1110	CHECKING-DEBT SERVICE	7,436.23-	.00
305-000-1110	CHECKING-PLAYGROUND EQUIP	.00	.00
307-000-1110	CHECKING-2012 HWY 44 TURN LANE	.00	.00
501-000-1110	CHECKING-T&A(B)	.00	.00
502-000-1110	CHECKING-T&A(Y)	.00	.00
600-000-1110	CHECKING-WATER	17,342.71-	20,536.13
600-000-1111	CHECKING-WATER SINKING	.00	.00
600-000-1112	CHECKING-T&A(M)	.00	.00
600-000-1113	CHECKING-WATER IMPROVEMENT	.00	.00
600-000-1114	CHECKING-WATER RESERVE	.00	.00
610-000-1110	CHECKING-SEWER	9,714.43-	20,206.98
610-000-1111	CHECKING-SEWER SINKING	.00	.00
610-000-1112	CHECKING-SEWER RESERVE	.00	.00
610-000-1113	CHECKING-SEWER IMPROVEMENT	.00	.00
740-000-1110	CHECKING-STORM DISTRICT	4,502.04	29,697.27
	CHECKING TOTAL	48,575.88-	84,857.92
001-000-1120	PETTY CASH	.00	100.00
	PETTY CASH TOTAL	.00	100.00
001-000-1160	SAVINGS-GENERAL	89,654.22-	348,382.17
011-000-1160	SAVINGS-T&A(PD) BENEVOLENT	.44	755.79
015-000-1160	SAVINGS-T&A(FT)	15.92	27,358.37
021-000-1160	SAVINGS-T&A(SC)	7.16	12,305.22

# BALANCE SHEET

## CALENDAR 3/2018, FISCAL 9/2018

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE
029-000-1160	SAVINGS-DEPR POLICE	3.58	6,147.37
029-000-1161	SAVINGS-DEPR NON RUT EQUIP	1.35	2,319.34
029-000-1162	SAVINGS-DEPR PARK	4.29	7,375.67
029-000-1163	SAVINGS-DEPR SWIM POOL	16.43	28,241.25
029-000-1164	SAVINGS-DEPR P/W BLDG	.18	308.87
041-000-1160	SAVINGS-T&A(SL)	246.36	18,236.40
110-000-1160	SAVINGS-RUT	21,999.59	241,828.03
110-000-1161	SAVINGS-DEPR RUT EQUIP	.00	4,180.83
110-000-1162	SAVINGS-SIDEWALK PROJ	.00	.00
112-000-1160	SAVINGS-T&A(EB)	22,758.33-	25,108.33
119-000-1160	SAVINGS-EMERG LEVY	932.54	3,435.34
125-000-1160	SAVINGS-TIF	430.38	28,821.92
166-000-1160	SAVINGS-T&A(REC PROGRAM)	.00	.00
167-000-1160	SAVINGS-T&A(BURNETT REC)	5,919.13-	139,004.17
168-000-1160	SAVINGS-T&A(BURNETT LIBRARY)	81.16	139,504.09
169-000-1160	SAVINGS-T&A(BURNETT CAP IMP)	75.39	129,581.48
177-000-1160	SAVINGS-T&A(PD)FORFEITURE	.00	.00
180-000-1160	SAVINGS-REC TRAIL	174.67	20,056.92
200-000-1160	SAVINGS-DEBT SERV	15,539.22	121,179.53
305-000-1160	SAVINGS-PLAYGROUND EQUIP	.00	.00
307-000-1160	SAVINGS-2012 HWY 44 TURN LANE	.00	.00
501-000-1160	SAVINGS-T&A(B)	8.60	14,782.44
502-000-1160	SAVINGS-T&A(Y)	7.48	12,865.23
600-000-1160	SAVINGS-WATER	26,361.06	336,082.58
600-000-1161	SAVINGS-WATER SINKING	5,130.42	45,214.88
600-000-1162	SAVINGS-T&A(M)	.00	4,488.26
600-000-1163	SAVINGS-WATER IMPROVEMENT	.00	10,487.68
600-000-1164	SAVINGS-WATER RESERVE	.00	62,200.00
610-000-1160	SAVINGS-SEWER	11,174.58	331,129.18
610-000-1161	SAVINGS-SEWER SINKING	5,445.00	59,355.66
610-000-1162	SAVINGS-SEWER RESERVE	.00	83,235.93
610-000-1163	SAVINGS-SEWER IMPROVEMENT	.00	13,342.66
740-000-1160	SAVINGS-STORM DISTRICT	152.85	262,728.19
		-----	-----
	SAVINGS TOTAL	30,523.03-	2,540,043.78
001-000-1170	CD-GENERAL	.00	300,000.00
001-000-1171	CD-GENERAL	.00	.00
015-000-1170	CD-T&A (FT)	.00	200,000.00
021-000-1170	CD-T&A (SC)	.00	.00
029-000-1170	CD-DEPR POLICE	.00	50,000.00
029-000-1171	CD-DEPR NON RUT EQUIP	.00	40,000.00
029-000-1172	CD-DEPR PARK	.00	.00
029-000-1173	CD-DEPR SWIM POOL	.00	40,000.00
029-000-1174	CD-DEPR P/W BLDG	.00	80,000.00
110-000-1170	CD-RUT	.00	.00
110-000-1171	CD-DEPR RUT EQUIP	.00	70,000.00
167-000-1170	CD-BC RECREATION	.00	500,000.00
168-000-1170	CD-BC LIBRARY	.00	628,000.00
169-000-1170	CD-BC CAP IMPROVE	.00	500,000.00

**BALANCE SHEET**  
**CALENDAR 3/2018, FISCAL 9/2018**

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE
501-000-1170	CD-T&A (B)	.00	.00
502-000-1170	CD-T&A (Y)	.00	.00
600-000-1170	CD-WATER	.00	.00
600-000-1171	CD-WATER	.00	.00
610-000-1170	CD-SEWER	.00	300,000.00
		-----	-----
	CD'S TOTAL	.00	2,708,000.00
		=====	=====
	TOTAL CASH	79,098.91-	5,333,001.70
		=====	=====

## FIRE & EMS REPORT

March 2018

### **FIRE 9 total**

- 1 Structure Fire
- 2 Mutual aid with Adel
- 1 MVC
- 2 Alarm calls
- 1 COQ Grimes
- 1 Controlled burn
- 1 CO alarm

### **EMS <sup>4</sup>10 Total**

4 calls for service (3 City/ 1 Rural)



## March Dallas Center Calls



Date/Time	Incident	Location
2018-03-01 17:34:18.013	PUBLIC WORKS/CO ENGINEER	129 LAKE SHORE DR, DALLAS CENTER
2018-03-01 23:01:38.913	WELFARE CHECK	1405 WALNUT ST, DALLAS CENTER
2018-03-02 03:40:00.703	911 HANGUP	QUINLAN AVE / SUGAR GROVE AVE,
2018-03-02 15:03:41.927	MEDICAL/AMBULANCE	1204 LINDEN ST, DALLAS CENTER
2018-03-03 11:27:31.957	EXTRA WATCH	602 ELM CT, DALLAS CENTER
2018-03-03 12:28:12.287	SUSPICIOUS	1502 WALNUT ST, DALLAS CENTER
2018-03-03 19:33:52.337	911 MISDIAL	13 ORCHARD LN, DALLAS CENTER
2018-03-03 20:33:57.193	SHOTS FIRED	1302 SUGAR GROVE AVE, DALLAS CENTER
2018-03-04 03:45:33.147	MEDICAL/AMBULANCE	14TH ST / MAPLE ST,
2018-03-04 08:30:55.300	BROADCAST	QUINLAN AVE / SUGAR GROVE AVE,
2018-03-04 12:14:00.067	SUSPICIOUS	1604 LINDEN ST, DALLAS CENTER
2018-03-05 16:09:46.703	EXTRA WATCH	609 HICKORY CT, DALLAS CENTER
2018-03-05 19:59:57.740	SUSPICIOUS	2399 250TH ST, DALLAS CENTER
2018-03-06 15:21:00.513	TRAFFIC STOP	2400 240TH ST, DALLAS CENTER
2018-03-06 22:28:43.133	EXTRA WATCH	1402 SYCAMORE ST, DALLAS CENTER
2018-03-07 15:23:01.980	ANIMAL COMPLAINT	301 14TH ST, DALLAS CENTER
2018-03-08 04:13:41.860	THEFT OF MOTOR VEHICLE	1101 WALNUT ST, DALLAS CENTER
2018-03-08 10:55:57.900	CIVIL PAPER	1706 LINDEN ST, DALLAS CENTER
2018-03-08 18:10:32.583	EXTRA WATCH	605 ELM CT, DALLAS CENTER
2018-03-09 07:53:27.720	PREMISES CHECK	1500 WALNUT ST, DALLAS CENTER
2018-03-09 08:00:10.557	ASSIST	1204 LINDEN ST, Apt. 4, DALLAS CENTER
2018-03-09 22:23:49.447	EXTRA PATROL	605 ELM CT, DALLAS CENTER
2018-03-09 22:27:31.030	EXTRA PATROL	609 HICKORY CT, DALLAS CENTER
2018-03-10 12:41:08.627	MEET COMPLAINANT	1005 MAPLE ST, DALLAS CENTER
2018-03-11 07:09:18.067	TRAFFIC STOP	27000 240TH ST, DALLAS CENTER
2018-03-11 13:14:04.087	WELFARE CHECK	1101 WALNUT ST, DALLAS CENTER
2018-03-11 16:41:58.047	RETURN PHONE CALL	1101 WALNUT ST, DALLAS CENTER
2018-03-12 09:27:25.900	ALARM	504 14TH ST, DALLAS CENTER
2018-03-12 12:39:47.990	FIRE ALARM	1204 LINDEN ST, DALLAS CENTER
2018-03-12 15:51:29.747	VANDALISM	507 KELLOGG AVE, DALLAS CENTER
2018-03-13 13:10:21.557	TRAFFIC HAZARD	1900 SUGAR GROVE AVE, DALLAS CENTER
2018-03-13 17:55:18.543	ANIMAL CONTROL	1706 LINDEN ST, DALLAS CENTER
2018-03-14 01:22:16.003	FIRE ALARM	707 14TH ST, DALLAS CENTER
2018-03-15 08:55:44.263	SUSPICIOUS PACKAGE	1302 SUGAR GROVE AVE, DALLAS CENTER
2018-03-15 08:59:26.753	911 MISDIAL	2500 240TH ST, DALLAS CENTER
2018-03-15 17:27:48.510	ANIMAL COMPLAINT	805 PERCIVAL AVE, DALLAS CENTER
2018-03-15 20:53:21.020	SUSPICIOUS	1308 WALNUT ST, DALLAS CENTER
2018-03-17 08:26:02.217	MEDICAL/AMBULANCE	800 VINE ST, DALLAS CENTER
2018-03-18 09:53:49.820	TRAFFIC STOP	2500 240TH ST, DALLAS CENTER
2018-03-18 11:11:51.420	CONTROLLED BURN	2476 240TH ST, DALLAS CENTER
2018-03-18 18:42:15.470	ALARM	1400 VINE ST, DALLAS CENTER
2018-03-20 10:57:15.967	MEDICAL/AMBULANCE	1506 SYCAMORE ST, DALLAS CENTER
2018-03-20 21:31:46.337	SUSPICIOUS	1001 SYCAMORE ST, DALLAS CENTER
2018-03-21 02:36:53.947	911 HANGUP	1709 SUGAR GROVE AVE, DALLAS CENTER
2018-03-21 02:44:18.893	911 MISDIAL	1709 SUGAR GROVE AVE, DALLAS CENTER
2018-03-21 12:32:36.620	TRAFFIC STOP	KELLOGG AVE / SUGAR GROVE AVE,
2018-03-21 13:12:21.217	TRAFFIC STOP	2400 240TH ST, DALLAS CENTER
2018-03-21 17:19:00.720	TRAFFIC STOP	R AVE / 240TH ST,
2018-03-21 17:23:33.867	THEFT	1709 SUGAR GROVE AVE, DALLAS CENTER
2018-03-21 21:54:16.783	FIRE ALARM	1207 8TH ST, DALLAS CENTER
2018-03-22 13:02:12.180	INFORMATION	1709 SUGAR GROVE AVE, DALLAS CENTER

2018-03-22 13:37:00.800	RETURN PHONE CALL	2516 240TH ST, DALLAS CENTER
2018-03-22 20:22:37.190	FAMILY DISPUTE	113 LAKE SHORE DR, DALLAS CENTER
2018-03-23 12:36:24.283	INFORMATION	1709 SUGAR GROVE AVE, DALLAS CENTER
2018-03-24 09:51:28.917	ALARM	1400 VINE ST, DALLAS CENTER
2018-03-25 00:04:52.977	FAMILY DISPUTE	1005 MAPLE ST, DALLAS CENTER
2018-03-25 19:17:15.267	EXTRA PATROL	FAIRVIEW DR / NORTHVIEW DR,
2018-03-26 13:09:53.810	TRAFFIC STOP	2400 240TH ST, DALLAS CENTER
2018-03-26 17:56:58.537	TRAFFIC STOP	27000 240TH ST, DALLAS CENTER
2018-03-26 18:26:36.107	TRAFFIC STOP	2500 240TH ST, DALLAS CENTER
2018-03-27 06:47:56.083	TRAFFIC STOP	2500 240TH ST, DALLAS CENTER
2018-03-27 07:14:49.477	EXTRA PATROL	1500 WALNUT ST, DALLAS CENTER
2018-03-27 17:20:07.107	TRAFFIC STOP	27000 240TH ST, DALLAS CENTER
2018-03-28 12:46:43.343	TRAFFIC STOP	11TH ST / SYCAMORE ST,
2018-03-28 15:06:17.320	SUSPICIOUS	1005 MAPLE ST, DALLAS CENTER
2018-03-28 16:20:03.523	TRAFFIC COMPLAINT	KELLOGG AVE / MAPLE ST,
2018-03-28 17:13:46.437	ANIMAL CONTROL	702 11TH ST, DALLAS CENTER
2018-03-29 15:54:22.037	TRAFFIC STOP	15TH ST / LAUREL ST,
2018-03-29 16:18:28.820	PREMISES CHECK	1709 SUGAR GROVE AVE, DALLAS CENTER
2018-03-29 16:30:51.927	TRAFFIC STOP	15TH ST / SYCAMORE ST,
2018-03-29 19:11:03.740	TRAFFIC STOP	13TH ST / ASH ST,
2018-03-30 17:15:18.587	TRAFFIC STOP	12TH ST / LAUREL ST,
2018-03-30 18:22:19.597	TRAFFIC STOP	27000 240TH ST, DALLAS CENTER
2018-03-30 23:54:53.570	TRAFFIC STOP	2500 240TH ST, DALLAS CENTER
2018-03-31 02:31:09.347	SUSPICIOUS	2427 240TH ST, DALLAS CENTER
2018-03-31 09:26:01.380	HARASSMENT/THREATS	1500 WALNUT ST, DALLAS CENTER
2018-03-31 10:58:26.747	SPECIAL ASSIGNMENT	1205 13TH ST, DALLAS CENTER
2018-03-31 11:16:13.707	TRAFFIC STOP	KELLOGG AVE / SUGAR GROVE AVE,
2018-03-31 21:05:34.760	911 HANGUP	KELLOGG AVE / SYCAMORE ST
<b>Grand Total</b>	<b>79</b>	
<b>Total Hours</b>	<b>360 Hours</b>	<b>300 Required</b>



# MARCH 2018 CODE ENFORCEMENT REPORT      DALLAS CENTER

CASE #	ADDRESS	VIOLATION	DATE OF VIOLATION	REINSPECT DATE	COMMENTS	COMPLIED
2015-001	204-15th	Dilapidated house.	4/20/2015	5/5/2015	Took pictures of house. Proposed notice to Ralph sent letter ---- Recd letter from owner---9/29/15 Had to secure doors	
		BEGIN 2016				
2016-012	1206 Cherry	Unlicensed/inop Truck	2/17/2016	3/5/2016 4/5/16 4/20/16 1/20/17 3/13/18	Left Card      3/21/16 Advisory      4/6/16 Send Certified      Resend advisory add another truck-1/3/16 Council letter 2/23/18	
		BEGIN 2017				
2017-009	1401 Walnut	Property Maintenance Complaint	1/18/2017 4/5/17	3/23/2017 6/28/17 8/2/17 3/13/18	Advisory// 5/24/17 Certified 7/12/17 Council Notice 2/23/18	
2017-051	1600 Linden	Property Maintenance	5/24/2017	7/26/2017 10/11/17 12/6/17 1/26/18 5/2/18	Advisory / Will have financing in October 11/1/17 Certified 1/3/18 FINAL NOTICE-- 1-17-18 New contractor will finish in spring	

2017-081	1505 Cherry	Property Maintenance <b>Complaint</b>	8/9/2017 <b>COMPLAINT</b>	10/11/2017 11/15/17 5/16/18	Advisory /10/12/17 Cert. Talked to owner--to be done in spring	
2017-107	201-14	Vehicles/Grass COMPLAINT	9/27/2017 COMPLAINT	10/13/2017 11/8/17 3/13/18	Advisory 10/19/17 Certified council letter 2/23/18	3/20/2018
2017-110	1302 Sycamore 515- 201-6538	Vehicle & Junk <b>COMPLAINT</b>	10/12/2017 <b>COMPLAINT</b>	11/8/2017 11/29/17 3/13/18	Advisory 10/19/17 Additional Advisory 11/8/17 Certified council letter 2/23/18	
		<b>BEGIN 2018</b>				
2018-007	104-14	Vehicle	1/17/2018	1/31/2018 3/6/18	Advisory / Certified 1/31/18	3/29/2018
2018-016	306 Kellogg	Junk	2/14/2018	2/21/2018	M	3/7/2018
2018-017	701 - 10	Junk R.O.W.	2/14/2018	2/21/2018 3/14/18	2/28/18 Advisory	3/7/2018
2018-018	1703 Walnut	Junk & Vehicle	2/23/2018	3/9/2018	Card	3/29/2018
2018-019	901 Linden	Junk R.O.W.	2/28/2018	3/14/2018	M	3/7/2018
2018-020	807 Linden	Junk R.O.W.	2/28/2018	3/14/2018	M	3/7/2018
2018-021	606 Linden	Junk R.O.W.	2/28/2018	3/14/2018	M/Card 3/7/18	3/29/2018
2018-022	1501 Vine	Junk	3/7/2018	3/29/2018	Card	3/28/2018
2018-023	1506 Cherry	Junk F.Y.P. Complaint	3/7/2018	3/23/2018 4/16/18	Advisory / 3/28/18 Certified	
2018-024	1101 Walnut	Junk R.O.W.	3/7/2018	3/14/2018	M	3/29/2018
2018-025	607-15	FYP Junk R.O.W.	3/7/2018	3/14/2018	M	3/28/2018
2018-026	805 Linden	Junk R.O.W.	3/7/2018	3/14/2018	M	3/28/2018
2018-027	708 Vine	Junk	3/15/2018	3/29/2018	Card	3/28/2018
2018-028	1003 Maple	Junk	3/15/2018	4/11/2018	Card	
2018-029	302-14	Junk	3/15/2018	3/29/2018	Card	
2018-030	1003 Walnut	F.Y.P.	3/21/2018	3/28/2018	Flyer	
2018-031	1304 Sycamore	Junk Vehicle	3/21/2018	4/7/2018	Advisory	
2018-032	1404 Sugar Grove	Vehicle	3/28/2018	4/13/2018	Advisory	

2018-033	107-14		Junk	3/28/2018	4/13/2018	Card	
2018-034	105-14		Junk	3/28/2018	4/13/2018	Card	

4/4/2018

# Monthly Water Report

10:15 AM

Date	Mar-18																			
<b>Water Plant</b>																				
Total Gal.>	4,126,800	Max	159,600	Min	102,600	Avg	133,100	Gpm	265											
Total Hrs.>	260.6	Max	10.4	Min	6.6	Avg	8.40645161													
Last Month.>	4,251,800	Max	229,400	Min	86,900	Avg	155,400	Gpm	253											
Last Year.>	3,607,500	Max	156,600	Min	73,500	Avg	116,400	Gpm	260											
Lbs.of Chlorine 438 Lbs of Fluoride 22 Gallons of salt brine 5,834																				
Chlorine.Mg/l 0.54 Fluoride.Mg/l 0.5 Hardness. Mg/l 96.5 Iron. Mg/l 0.01 Nitrate.Mg/l																				
Well																				
Date	3/29/2018																			
	S	R	DD	Gpm	S	R	DD	Gpm	S	R	DD	Gpm	S	R	DD	Gpm	S	R	DD	Gpm
Well # 7	30	14	16	120																
Well # 8	33	30	3	50																
Well # 9	30	26	4	110																
Well # 10	24	10	14	100																
Test Well																				
<b>Water Meters</b>																				
	New Installs				Read In															
	Replace Meter				Read Out															
	Replace Radio				Shut off For nonpayment															
	Read																			
	Repair																			
<b>Fire Hydrants</b>																				
	New Install				Flush Hyd				Repair Hyd											
Water Plant 3/26/18 - Backwashed iron filters 1-2-3. No issues																				
Water Tower																				
Reservoir																				
Dist. System																				
Wells 3/29/18 - Tested wells 7-8-9-10. Well 8 gpm is down, called Northway Well to look at and clean if needed.																				
Other																				

## RESOLUTION NO. 2018-12

WHEREAS, Ryan Pearson has served well the people and community of Dallas Center during his service as a member of the City Council; and

WHEREAS, Ryan Pearson served on the Council from April 14, 2015, to his resignation on January 22, 2018; and

WHEREAS, Ryan Pearson has devoted many hours to our community and has helped make Dallas Center a great place to live.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF DALLAS CENTER: That the Council and the people of Dallas Center extend their gratitude and appreciation to Ryan Pearson for his service on the Dallas Center City Council.

Adopted by the Council on the tenth day of April, 2018.

---

Michael A. Kidd, Mayor

ATTEST:

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Cindy Riesselman, City Clerk



## **Feasibility Study Agreement**

Roy R. Estle Memorial Library

Dallas Center, Iowa  
April 2018

# AGREEMENT

This document outlines the agreed upon terms for a Funding Feasibility Study that Convergent Nonprofit Solutions, LLC ("Convergent") will conduct for Roy R. Estle Memorial Library ("Library").

## Project Overview and Implementation Plan

A funding feasibility study is the typical first step in launching any major fundraising campaign. The process we implement is based on a combination of decades of experience and the results of extensive objective testing. Ultimately, we are able to position our clients' fundraising campaigns for success while also providing a wealth of information from which to make other crucial organizational decisions. Through a Convergent funding feasibility study we will:

<b>Outline</b>	<b>a multi-year action plan encompassing projects and programs to be funded</b>
<b>Establish</b>	<b>preliminary measurable goals for your projects and programs</b>
<b>Assess</b>	<b>community support for your proposed plans</b>
<b>Monitor</b>	<b>funding potential among likely investors</b>
<b>Identify</b>	<b>desired priorities among your organization's constituency</b>
<b>Obtain</b>	<b>key constituency feedback on your organization's performance</b>
<b>Determine</b>	<b>a feasible fundraising goal</b>
<b>Collect</b>	<b>prospect information that will be useful during the fundraising campaign</b>
<b>Garner</b>	<b>valuable confidential insight from top community leadership</b>
<b>Provide</b>	<b>a risk/reward analysis for launching a major campaign</b>
<b>Build</b>	<b>awareness of the planned fundraising campaign</b>
<b>Synthesize</b>	<b>diverse viewpoints into a core consensus and often a mandate</b>
<b>Conduct</b>	<b>appropriate due diligence for your proposed plans</b>
<b>Position</b>	<b>the planned campaign for success</b>
<b>Make</b>	<b>specific recommendations on whether and how to launch a successful campaign</b>

Convergent will facilitate further development and packaging of the Library's proposed projects, programs, and multi-year strategic action plans, as needed. In our experience, putting forth a preliminary draft of an inspiring and investable plan during the study interviews greatly enhances the likelihood of identifying major funding potential. A little extra time and effort on the front end will pay off tremendously in terms of study results. Convergent proposes to conduct an Asking Rights™ Workshop designed to refine and package the proposed plans with a focus on using the Investment-Driven Model™, optimizing prospective investor appeal, and positioning for an effective study. The workshop will be conducted by Convergent Principal Tom Ralser, author of *ROI for Nonprofits: The*

*New Key to Sustainability and Asking Rights: Why Some Nonprofits Get Funded (and Some Don't)*, and will focus on the following:

- \* Identifying capabilities, direction, and opportunities
- \* Determining the most appropriate external needs that can be filled on a cost-effective basis
- \* Clarifying overall project plan, goals, objectives, and budgets
- \* Incorporating the Investment-Driven Model™ into overall funding plans
- \* Focusing on the delivery of outcomes, and the value of those outcomes, to stakeholders
- \* Establishing a consistent message for the donor/investor and sponsorship community
- \* Developing answers to the questions that will be asked by potential funders
- \* Determining the proper positioning of the organization and the proposed funding needs
- \* Uncovering the outcomes most valuable to investor/donor and sponsorship prospects
- \* Determining the general areas of focus for future Organization Value Proposition® development

The Convergent team will then interview several dozen top business and community leaders, foundation directors, public officials, and individual sources of philanthropic support. Interview targets will be selected as a result of discussions during the workshop, the Library's contacts and known supporters, Convergent's contacts and research, Convergent's utilization of Grant Station and/or The Foundation Center (identifying funding entities currently donating/investing in similar programs and projects), and corporate and foundation databases. The confidential interviews will verify and/or modify the proposed plans (reality check), determine a challenging yet realistic funding target (goal assessment), and start marketing the benefits of any planned programs (consensus-building).

The study will gauge the funding constituency's perception of the Library, obtain input and feedback on the proposed new plan, reveal the amount of funding realistically attainable through a fundraising campaign, identify potential leadership for such a campaign, and provide guidance on governance and oversight functions. Although we will work with you to construct a study plan that meets your specific needs, circumstances, and preferences, we preliminarily anticipate implementing the following action steps:



### Asking Rights Workshop

- Conduct workshop to facilitate program development, begin shaping value proposition, and enhance Asking Rights
- Utilize Investment-Driven Model™ to package strategic action plan with prospective investor appeal

### Pre-Interview Phase Preparation

- Incorporate the outcomes developed in the workshop into a draft prospectus to be used during study interviews
- Review, edit, and format prospectus into final format
- Design the questionnaire/script for the interviews
- Produce an appropriate investment table
- Determine interview targets
- Develop interview request letter to be mailed to interview targets
- Provide guidance in scheduling interviews

### Interview Phase

- Conduct three weeks of confidential face-to-face interviews (typically 40-60+)
- Obtain input and feedback from prospective investors
- Elicit individuals of potential financial commitment
- Build consensus for support

### Final Analysis

- Synthesize and analyze all information, input, and data
- Determine findings, options, and recommendations
- Develop comprehensive written report

### Report Presentation

- Present findings, options, recommendations, and written report
- Establish campaign goal, plan, and timeline

In preparation for interviews, Convergent will work with staff to develop a brief written summary of the proposed plans as a draft outline. When this document is completed, Convergent will oversee the mailing of it to a targeted number of prospective funding sources throughout the community. Included in this mailing will be a letter summarizing the importance of this project and requesting that each recipient schedule an interview to provide candid input and feedback. One week following this mailing, an assigned member of the Library team will begin contacting recipients to schedule appointments. Convergent can provide guidance and training on this process.

Typical items of focus during each interview include:

- \* Assessment of organization performance
- \* Inquiring into organization strengths
- \* Suggested areas for improvement
- \* Rating proposed project/program components
- \* Feedback on individual components
- \* Overall assessment of proposed plan
- \* Perceived value of project

- \* Opinions about willingness and ability of constituency to fund the plan
- \* Brainstorm of top prospective investors
- \* Indication of own willingness to serve as leader
- \* Range of potential investment
- \* Variables impacting decision
- \* Decision-making process and timeline
- \* Potential changes that could induce increased investment
- \* Brainstorm of most effective campaign leaders
- \* Inquiry into willingness to serve as leader
- \* Knowledge of other campaigns that could impact effort
- \* Factors that could be barrier to success
- \* Other insights and guidance that could help us position campaign for success

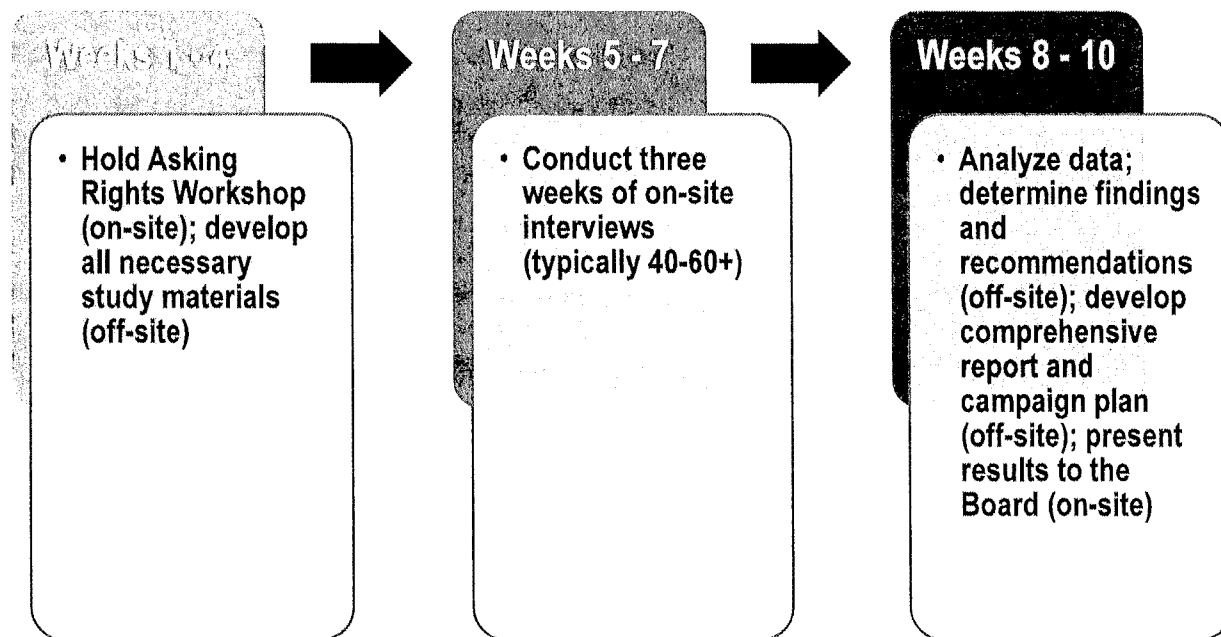
Other areas of interest may be explored as appropriate.

At the conclusion of the interview phase, Convergent will synthesize and analyze all information acquired, and develop a comprehensive report with our:

- \* Observations, findings, and conclusions
- \* Aggregated response data
- \* Guidance on whether and how to proceed
- \* Determination of appropriate fundraising goal
- \* Recommended campaign plan and timeline
- \* Roadmap for campaign success, including specific action steps for moving forward

### **TIMELINE**

We preliminarily anticipate the following timeline:



We anticipate implementing the above timeline late April through early June.

### **MANAGEMENT FEE AND EXPENSES**

The flat management fee for conducting the feasibility study is \$23,500 plus expenses. The fee will be due upon execution of this Agreement.

Out-of-pocket travel expenses such as lodging, car rental, and airfare are reimbursable at actual cost. Per diem while on-site or traveling is \$51 (the current federal government rate). In-kind or discounted arrangements for items such as lodging or on-site transportation often decrease these expenses considerably. No expenditures will be made without the Library's prior budgeted approval.

We regard the feasibility study as a stand-alone engagement. The Library may retain Convergent for the study without obligation to utilize our firm during the campaign.


### **Complete Agreement**

This agreement is the final and complete expression of all agreements between Convergent Nonprofit Solutions and Roy R. Estle Memorial Library. It may not be changed orally but only by an agreement in writing signed by each party.

---

Shelly Cory, Director  
ROY R. ESTLE MEMORIAL LIBRARY

Date



3/29/18

---

Mark Bergethon, Principal  
CONVERGENT NONPROFIT SOLUTIONS, LLC

Date

## **RESOLUTION NO. 2018-15**

### **A RESOLUTION ACKNOWLEDGING RECEIPT OF A PETITION TO CALL A SPECIAL ELECTION, AND SETTING A SPECIAL ELECTION TO FILL A VACANCY IN THE OFFICE OF MEMBER OF THE DALLAS CENTER CITY COUNCIL.**

**WHEREAS**, the City of Dallas Center, State of Iowa, is an duly organized municipal corporation; and

**WHEREAS**, on January 22, 2018, Ryan Pearson resigned his position as a member of the Dallas Center City Council; and

**WHEREAS**, pursuant to the provisions of Section 272.13(2)(1) of the Iowa Code the City Council determined to fill the vacancy by appointment, and timely published notice of its intent to fill the vacancy by appointment at its meeting scheduled for March 20, 2018; and

**WHEREAS**, on March 20, 2018, Ryan Coon was appointed to the vacancy in the office of member of the City Council; and

**WHEREAS**, on April 2, 2018, a Petition pursuant to Iowa Code Section 372.13(2)(a)(2) was timely filed with the City Clerk (a copy of which Petition is attached hereto), signed by seventy-five (75) eligible electors of the City asking that the City Council call a special election to fill the Council vacancy caused by the resignation of Ryan Pearson; and

**WHEREAS**, the Council has examined the Petition, has determined it is in proper form, contains sufficient and legal signatures, and meets the requirements of the Iowa Code; and the Council has determined that it is required call a special election and set the date for such special election; and

**WHEREAS**, pursuant to Iowa Code Section 372.13(2)(b)(1) the Council is required to give the County Commissioner of Elections at least thirty-two days' written notice of the date chosen for the special election; and

**WHEREAS**, the County Commissioner of Elections has advised the City that pursuant to state law the earliest available date for a special election is Tuesday, July 10, 2018.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS CENTER, IOWA,** that a special election to fill the vacancy on the Dallas Center City Council due to the resignation of Ryan Pearson is set for Tuesday, July 10, 2018.

**IT IS FURTHER RESOLVED** that the City Clerk is directed to promptly file a signed copy of this Resolution with the Dallas County Commissioner of Elections.

Passed, approved, and adopted by the City Council of the City of Dallas Center, Iowa, on this 10<sup>th</sup> day of April, 2018.

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Michael A. Kidd, Mayor

ATTEST:

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Cindy Riesselman, City Clerk

**State of Iowa**  
**Petition Requesting Special Election**

Election Information

We hereby request that an election be held for the purpose listed below as the undersigned

☒ eligible electors OR ☐ registered voters of Dallas Center, IA  
(Name of city, school district, county, or other jurisdiction)

**Purpose of Special Election** (Please check one box.)

☒ To fill a vacancy in the office of:

City Council

OR ☐ To vote on the following public measure:

Iowa Code section authorizing this special election: \_\_\_\_\_

Sign your name	Address where you live in Iowa:		Today's Date
	House number and street	City	
1. <u>Robert Hart</u>	<u>Rhinehart</u>	<u>Dallas Center</u>	<u>3/21/18</u>
2. <u>Donna D. Harton</u>	<u>Rhinehart</u>	<u>Dallas Center</u>	<u>3/21/18</u>
3. <u>Julie A. Becker</u>	<u>Walnut St.</u>	<u>Dallas Center</u>	<u>3/21/18</u>
4. <u>Sharon Williams</u>	<u>Ash St</u>	<u>Dallas Center</u>	<u>3/21/18</u>
5. <u>Tom Williams</u>	<u>ASH ST.</u>	<u>Dallas Center</u>	<u>3/21/18</u>
6. <u>Bruce Way</u>	<u>Hutton</u>	<u>Dallas Center</u>	<u>3/21/18</u>
7. <u>Gary Busby</u>	<u>Hutton</u>	<u>DC</u>	<u>3/21/18</u>
8. <u>Mike Busby</u>	<u>Hutton</u>	<u>DC</u>	<u>3/21/18</u>
9. <u>Mara Sherr</u>	<u>Maple</u>	<u>D.C.</u>	<u>3-21-18</u>
10. <u>Ray R. Beale</u>	<u>PERCIVAL</u>	<u>D.C.</u>	<u>3-21-18</u>
11. <u>Dorothy Beebe</u>	<u>Perceival</u>	<u>DC</u>	<u>3-21-18</u>
12. <u>Dan Perkins</u>	<u>Kellogg Ave</u>	<u>DC</u>	<u>3-21-18</u>
13. <u>Frank</u>	<u>Kellogg Ave</u>	<u>DC</u>	<u>3.21.18</u>
14. <u>Steve Miller</u>	<u>Rhinehart</u>	<u>DC</u>	<u>3-21-18</u>
15. <u>Ramon Rein</u>	<u>Rhinehart Ave</u>	<u>DC</u>	<u>3/21/18</u>
16. <u>Bob Rein</u>	<u>Kellogg Ave</u>	<u>DC</u>	<u>3/21/18</u>
17. <u>Morgan Smith</u>	<u>Kellogg Ave</u>	<u>DC</u>	<u>3/21/18</u>
18. <u>Ray Charleston</u>	<u>-13TH ST</u>	<u>DC</u>	<u>3-22-18</u>
19. <u>Milee Baer</u>	<u>Sycamore</u>	<u>DC</u>	<u>3-22-18</u>
20. <u>Gene Perkins</u>	<u>Kellogg Ave</u>	<u>DC</u>	<u>3/22/18</u>

# State of Iowa Petition Requesting Special Election

## Election Information

We hereby request that an election be held for the purpose listed below as the undersigned

☒ eligible electors OR ☐ registered voters of Dallas Center, IA  
(Name of city, school district, county, or other jurisdiction)

Purpose of Special Election (Please check one box.)

☒ To fill a vacancy in the office of:  
City Council

OR ☐ To vote on the following public measure:

Iowa Code section authorizing this special election: \_\_\_\_\_

Sign your name	Address where you live in Iowa:		Today's Date
	House number and street	City	
1. <u>Margaret Perkins</u>	<u>Kellogg Ave</u>	<u>Dallas Center</u>	<u>3-22-18</u>
2. <u>[Signature]</u>	<u>240th ST</u>	<u>Dallas Center</u>	<u>3-22-18</u>
3. <u>[Signature]</u>	<u>240th ST</u>	<u>Dallas Center</u>	<u>3-22-18</u>
4. <u>Deanna Malone</u>	<u>SUGAR BROOK</u>	<u>DALLAS CENTER</u>	<u>3-22-18</u>
5. <u>[Signature]</u>	<u>10th ST</u>	<u>DALLAS CENTER</u>	<u>3-22-18</u>
6. <u>[Signature]</u>	<u>10th ST</u>	<u>Dallas Center</u>	<u>3-22-18</u>
7. <u>[Signature]</u>	<u>Vine St</u>	<u>Dallas Center</u>	<u>3-22-18</u>
8. <u>Marilyn Kuehl</u>	<u>Linden St</u>	<u>Dallas Center</u>	<u>3-22-18</u>
9. <u>[Signature]</u>	<u>Vine St</u>	<u>DALLAS CENTER</u>	<u>3/22/18</u>
10. <u>[Signature]</u>	<u>10th ST</u>	<u>Dallas Center</u>	<u>3/22/18</u>
11. <u>[Signature]</u>	<u>10th ST</u>	<u>Dallas Center</u>	<u>3/22/18</u>
12. <u>[Signature]</u>	<u>Walnut St</u>	<u>DC</u>	<u>3/22/18</u>
13. <u>[Signature]</u>	<u>Walnut St</u>	<u>Dallas Center</u>	<u>3/22/18</u>
14. <u>[Signature]</u>	<u>15th ST</u>	<u>Dallas Center</u>	<u>3/23/18</u>
15. <u>[Signature]</u>	<u>14th Street</u>	<u>DC</u>	<u>3/23/18</u>
16. <u>[Signature]</u>	<u>13th ST</u>	<u>Dallas Center</u>	<u>3/23/18</u>
17. <u>[Signature]</u>	<u>100th ST</u>	<u>Dallas Center</u>	<u>3-23-18</u>
18. <u>[Signature]</u>	<u>Hutton</u>	<u>DALLAS CENTER</u>	<u>3-23-18</u>
19. <u>[Signature]</u>	<u>Hutton</u>	<u>Dallas Center</u>	<u>3-23-18</u>
20. <u>[Signature]</u>	<u>14th ST</u>	<u>Dallas Center</u>	<u>3-23-18</u>

State of Iowa  
Petition Requesting Special Election

Election Information

We hereby request that an election be held for the purpose listed below as the undersigned,

☒ eligible electors OR ☐ registered voters of Dallas Center, IA  
(Name of city, school district, county, or other jurisdiction)

Purpose of Special Election (Please check one box.)

☒ To fill a vacancy in the office of:  
City Council

OR ☐ To vote on the following public measure:

Iowa Code section authorizing this special election: \_\_\_\_\_

Sign your name	Address where you live in Iowa:		Today's Date
	House number and street	City	
1. <u>Monica [Signature]</u>	<u>14th St</u>	<u>Dallas Center</u>	<u>3/23/18</u>
2. <u>Marc Christon</u>	<u>14th St</u>	<u>Dallas Center</u>	<u>3/23/18</u>
3. <u>Sandra West</u>	<u>Sycamore St</u>	<u>DC</u>	<u>3-23-18</u>
4. <u>[Signature]</u>	<u>17th St.</u>	<u>DC</u>	<u>3-24-18</u>
5. <u>[Signature]</u>	<u>Kellogg Ave</u>	<u>DC</u>	<u>3-24-18</u>
6. <u>[Signature]</u>	<u>Rhineham</u>	<u>D.C.</u>	<u>3-24-18</u>
7. <u>Ron Ault</u>	<u>Walnut St</u>	<u>DC</u>	<u>3-25-18</u>
8. <u>Mary Johnson</u>	<u>Vine</u>	<u>D.C.</u>	<u>3-26-18</u>
9. <u>Bob Malcher</u>	<u>Percival</u>	<u>DC,</u>	<u>3-26-18</u>
10. <u>Travis Hoepferich</u>	<u>Linden</u>	<u>DC</u>	<u>3-26-18</u>
11. <u>[Signature]</u>	<u>Vine</u>	<u>DC</u>	<u>3-26-18</u>
12. <u>Bob Borg</u>	<u>Vine</u>	<u>DC</u>	<u>3-26-18</u>
13. <u>[Signature]</u>	<u>Linden St</u>	<u>DC</u>	<u>3-26-18</u>
14. <u>Alan [Signature]</u>	<u>VINE ST</u>	<u>DC</u>	<u>3-26-18</u>
15. <u>Gennifer Pandit</u>	<u>9th St</u>	<u>DC</u>	<u>3/26/18</u>
16. <u>[Signature]</u>	<u>Maple St.</u>	<u>DC</u>	<u>3-26-18</u>
17. <u>Darcy Meyer</u>	<u>Maple St.</u>	<u>DC</u>	<u>3-26-18</u>
18. <u>[Signature]</u>	<u>Hutton Ave</u>	<u>DC</u>	<u>3-27-18</u>
19. <u>Virginia [Signature]</u>	<u>Maple St</u>	<u>DC</u>	<u>3-27-18</u>
20. <u>[Signature]</u>	<u>Maple Street</u>	<u>Dallas Center</u>	<u>3-27-2018</u>



4

State of Iowa  
Petition Requesting Special Election

Election Information

We hereby request that an election be held for the purpose listed below as the undersigned

☒ eligible electors OR ☐ registered voters of Dallas Center, IA  
(Name of city, school district, county, or other jurisdiction)

Purpose of Special Election (Please check one box.)

☒ To fill a vacancy in the office of:

City Council

OR ☐ To vote on the following public measure:

Iowa Code section authorizing this special election: \_\_\_\_\_

Sign your name	Address where you live in Iowa:		Today's Date
	House number and street	City	
1. <u>Shirley R Cagle</u>	<u>Ash Street</u>	<u>DC</u>	<u>3/27/2018</u>
2. <u>Chyl Pull</u>	<u>Vine Street</u>	<u>DC</u>	<u>3/27/18</u>
3. <u>Robert Wood Jr</u>	<u>Laurel St</u>	<u>DC</u>	<u>3/27/18</u>
4. <u>Susan Wood</u>	<u>Laurel St</u>	<u>DC</u>	<u>3/27/18</u>
5. <u>Larry Burke</u>	<u>PERCIPHER ST.</u>	<u>DC</u>	<u>3/27/18</u>
6. <u>Devon Hawbaker</u>	<u>Ash</u>	<u>DC</u>	<u>3/27/18</u>
7. <u>Diane Hawbaker</u>	<u>Ash</u>	<u>DC</u>	<u>3/27/18</u>
8. <u>Dwight Bards</u>	<u>240th St</u>	<u>DC</u>	<u>3-28-18</u>
9. <u>Dale Bennett</u>	<u>11th</u>	<u>DC</u>	<u>3-28-18</u>
10. <u>Jim Korb</u>	<u>Sugar Grove</u>	<u>DC</u>	<u>3-28-18</u>
11. <u>Mandy Korb</u>	<u>Sugar Grove</u>	<u>DC</u>	<u>3-28-18</u>
12. <u>Mike Dyer</u>	<u>10th St</u>	<u>DC</u>	<u>3-28-18</u>
13. <u>Christopher WER</u>	<u>10th St</u>	<u>DC</u>	<u>3/28/18</u>
14. <u>Terrell Dyer</u>	<u>9th St</u>	<u>DC</u>	<u>3/28/18</u>
15. <u>Antonia Fischer</u>	<u>Tenth St.</u>	<u>DC</u>	<u>3/28/18</u>
16.			
17.			
18.			
19.			
20.			

## **RESOLUTION NO. 2018-16**

### **A RESOLUTION APPROVING THE REVISED SITE PLAN FOR THE CONSTRUCTION OF BIKERS HAVEN ON SUGAR GROVE AVENUE**

**WHEREAS**, Sugar Grove Custom Cars LLC of Johnston, Iowa, has submitted a revised Site Plan pursuant to Chapter 158 of the Code of Ordinances of the City of Dallas Center, Iowa, as amended, for the construction of a building and related facilities on Sugar Grove Avenue, Dallas Center, Iowa, (identified as "Bikers Haven") which plans were reviewed by the Plan and Zoning Commission on March 27, 2018; and

**WHEREAS**, the Commission recommended approval of the Site Plan (including a Storm Water Management Plan and a Landscaping Plan) as submitted, subject to (a) the City Council authorizing the construction by the owner of a sidewalk from the Bikers Haven property across city-owned property to connect with the Raccoon River Valley Trail (which connection previously was approved by the Parks and Recreation Board), (b) specifically requiring landscaping west of the proposed building similar to that depicted on the Site Plan, and (c) the City Council determining whether the sidewalk along the north side of Sugar Grove Avenue should be extended easterly to the property line; and

**WHEREAS**, the Site Plan does not indicate the planned uses of the building; and

**WHEREAS**, the Council previously approved a Site Plan for this property by the adoption of Resolution 2015-30 on September 8, 2015, and Resolution 2017-20, both of which now should be superseded by this Resolution; and

**WHEREAS**, the Council has reviewed the recommendations of the Plan and Zoning Commission.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS CENTER, IOWA**, that the Council accepts the recommendations of the Plan and Zoning Commission; and the revised Site Plan (including a Storm Water Management Plan and a Landscaping Plan) submitted by Sugar Grove Custom Cars LLC for

Bikers Haven is approved subject to the owner and developer extending the sidewalk along the north side of Sugar Grove Avenue easterly to the property line, but not until sidewalk is extended westerly toward the trail from property located easterly of the trail.

**IT IS FURTHER RESOLVED** that landscaping similar to that depicted on the Site Plan is specifically required west of the proposed building.

**IT IS FURTHER RESOLVED** that the owner and developer of the site is authorized to construct a sidewalk from the Bikers Haven property across city-owned property to connect with the Raccoon River Valley Trail.

**IT IS FURTHER RESOLVED** that notification is hereby given to the owner and developer that Section 158.11 of the Code of Ordinances of the City of Dallas Center, Iowa, as amended, provides that the approval of this Site Plan shall expire and terminate 365 days after Council approval unless a building permit has been issued for the construction provided for in the Site Plan. The Council may, upon written request of the owner, extend the time for the issuance of the required building permit for 60 additional days. In the event the building permit for construction provided for in a Site Plan expires or is cancelled, then the Site Plan approval shall thereupon terminate.

**IT IS FURTHER RESOLVED** that further notification is hereby given to the owner and developer that Section 158.09 of the Code of Ordinances of the City of Dallas Center, Iowa, as amended provides that when there is any change in the location, size, design, conformity or character of the buildings and other improvements, an amendment to the Site Plan must be submitted to the City and reviewed by the Plan and Zoning Commission and approved by the City Council in the same manner as an original Site Plan.

**IT IS FURTHER RESOLVED** that Resolution No. 2015-30 adopted by the Council on September 8, 2015, and Resolution No. 2017-2017 adopted by the Council on April 11, 2017, are superseded by the adoption of this Resolution.

**PASSED, APPROVED, AND ADOPTED** by the City Council of the City of Dallas Center, Iowa, on this 10<sup>th</sup> day of April, 2018.

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Michael A. Kidd, Mayor

ATTEST:

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Cindy Riesselman, City Clerk

## **RESOLUTION NO. 2018-17**

### **A RESOLUTION APPROVING THE REVISED ARCHITECTURAL PLAN FOR THE CONSTRUCTION OF BIKERS HAVEN ON SUGAR GROVE AVENUE**

**WHEREAS**, Sugar Grove Custom Cars LLC of Johnston, Iowa, has submitted a revised Architectural Plan pursuant to Chapter 158 of the Code of Ordinances of the City of Dallas Center, Iowa, as amended, for the construction of Bikers Haven on Sugar Grove Avenue, Dallas Center, Iowa, which plan was reviewed by the Plan and Zoning Commission on March 27, 2018; and

**WHEREAS**, the exterior materials for the north, south, and east sides of the proposed structure will consist of materials described as painted Hardi-plank masonry siding with a stone wainscot on the lower portion of the building, which materials comply with the Code of Ordinances; and

**WHEREAS**, the exterior materials for the west side of the proposed structure are shown as the standard metal Morton Building siding with a conventional HI-RIB wainscot in the lower approximately three feet of the building, which material does not comply with the Code of Ordinances; and

**WHEREAS**, Morton Buildings describes its building material as "an arch-shaped rib configuration that features one inch high ribs spaced twelve inches apart with two intermediate ribs between each set of high ribs, which provides the strongest architectural shape for withstanding weight and also channels water away from the building". It also is noted the Morton "fastens in the high rib to prevent leaking" and the applicant has advised the Plan and Zoning Commission that the fasteners will be of a color matching the material; and

**WHEREAS**, the Plan and Zoning Commission has recommended that the Council approve the material for the west side of the proposed building pursuant to Section 158.08(5) of the Code of Ordinances which permits the Council, in its sole discretion and after receiving a recommendation from the Plan and Zoning Commission, to approve additional primary materials on a case-by-case basis, provided that such materials exhibit the structural strength and permanency desired, contain sufficient architectural relief, and do not detract from the desired aesthetic character of the building and surrounding area; and

**WHEREAS,** the Commission recommended approval of the Architectural Plan as provided in the foregoing clauses; and

**WHEREAS,** the Council has reviewed the proposed Architectural Plan, and has determined that the Architectural Plan as proposed, with the additional recommendations of the Plan and Zoning Commission, should be approved.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS CENTER, IOWA,** that the Architectural Plan submitted by Sugar Grove Custom Cars LLC of Johnston, Iowa, for Bikers Haven on Sugar Grove Avenue is approved, and pursuant to the provisions of Section 158.08(5) of the Code of Ordinances the proposed materials for the west end of the proposed building are approved as additional materials on a case-by-case basis.. Resolution No. 2015-31 and Resolution No. 2017-21 are superseded by this Resolution.

**PASSED, APPROVED, AND ADOPTED** by the City Council of the City of Dallas Center, Iowa, on this 10<sup>th</sup> day of April, 2018.

---

Michael A. Kidd, Mayor

ATTEST:

---

Cindy Riesselman, City Clerk



**VEENSTRA & KIMM, INC.**

3000 Westown Parkway • West Des Moines, Iowa 50266-1320

515-225-8000 • 515-225-7848 (FAX) • 800-241-8000 (WATS)

April 5, 2018

Cindy Riesselman  
City Clerk  
City of Dallas Center  
1502 Walnut Street  
P.O. Box 396  
Dallas Center, Iowa 50063-0396

**CITY OF DALLAS CENTER, IOWA  
SOUTHWEST STORMWATER DRAINAGE IMPROVEMENTS - PHASE 1  
PARTIAL PAYMENT ESTIMATE NO. 14**

Enclosed is a copy of Partial Payment Estimate No. 14 for the Southwest Stormwater Drainage Improvements - Phase 1 project. Partial Payment Estimate No. 14 is in the amount of \$81,535.50.

Partial Payment Estimate No. 14 incorporates payment for a small amount of work associated with agreement on the final quantity for stabilizing material. The largest component of Partial Payment Estimate No. 14 is reducing the retainage on the contract from approximately \$119,000 to \$40,000.

Under the Code of Iowa once the project reaches a near completion level the contractor can request the retainage to be reduced to twice the value of the work remaining to be completed. Veenstra & Kimm, Inc. has determined the value of the work remaining to be completed is \$20,000. Progressive Structures, LLC is in agreement with this valuation of the work remaining to be completed. Under the Code of Iowa the City is obligated to reduce the retainage to twice this amount, or \$40,000, if the contractor files the appropriate request for an early release of retainage.

Progressive Structures, LLC has filed the appropriate request for early release of retainage. Partial Payment Estimate No. 14 reflects the payment of the retainage to the residual value of \$40,000.

Veenstra & Kimm, Inc. has reviewed Partial Payment Estimate No. 14 and would recommend payment in the amount of \$81,535.50.

Cindy Riesselman  
April 5, 2018  
Page 2

If you have any questions or comments concerning the project, please contact the writer at 225-8000.

VEENSTRA & KIMM, INC.

A handwritten signature in black ink, appearing to read "H. R. Veenstra Jr.", with a stylized flourish at the end.

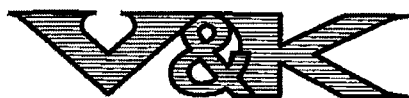
H. R. Veenstra Jr.

HRVjr:paj  
212158

Enclosure

cc: Ralph Brown - w/enclosure





# VEENSTRA & KIMM, INC.

3000 Westown Parkway West Des Moines, Iowa 50266-1320  
515-225-8000 515-225-7849(FAX) 800-241-8000 (WATS)

Date: March 21, 2018

PAY ESTIMATE NO. 14

Project Title	Southwest Stormwater Drainage Improvements Phase 1 Dallas Center, Iowa		Contractor	Progressive Structures, LLC 24412 Hwy 13 Elkader, Iowa 52043	
Original Contract Amount & Date	\$2,300,835.00	November 23, 2016	Pay Period	December 29, 2017 to March 21, 2018	

## BID ITEMS

	Description	Unit	Estimated Quantity	Unit Price	Extended Price	Quantity Complete	Value Completed
1	Stormwater Basin Earthwork	LS	1	\$ 385,000.00	\$ 385,000.00	100%	\$ 385,000.00
2	Field Fence Replacement	LF	0	\$ 10.40	\$ -		\$ -
3	New Field Fence	LF	4,806	\$ 7.40	\$ 35,564.40	4,820	\$ 35,668.00
4	Chain Link Fence Remove and Replace	LF	105	\$ 21.70	\$ 2,278.50	164	\$ 3,558.80
5	New Gate	EA	2	\$ 975.00	\$ 1,950.00	2	\$ 1,950.00
6	6" Subdrain	LF	1,125	\$ 9.50	\$ 10,687.50	1,125	\$ 10,687.50
7	Drainable Base	TON	425	\$ 23.00	\$ 9,775.00	425	\$ 9,775.00
8	PCC Cunnette	SY	1,255	\$ 71.00	\$ 89,105.00	1,281	\$ 90,951.00
9	Connection to Existing Structure	EA	3	\$ 1,200.00	\$ 3,600.00	3	\$ 3,600.00
10	Connection to Existing 16" Tile	EA	2	\$ 1,000.00	\$ 2,000.00	2	\$ 2,000.00
11	Discharge Control Structure	EA	1	\$ 35,500.00	\$ 35,500.00	1	\$ 35,500.00
12	48" Storm Sewer	LF	2,330	\$ 140.00	\$ 326,200.00	2,330	\$ 326,200.00
13	42" Storm Sewer	LF	1,650	\$ 130.00	\$ 214,500.00	1,650	\$ 214,500.00
14	21" Storm Sewer	LF	1,538	\$ 48.00	\$ 73,824.00	1,538	\$ 73,824.00
15	15" Storm Sewer	LF	75	\$ 60.00	\$ 4,500.00	75	\$ 4,500.00
16	12" Storm Sewer	LF	100	\$ 52.00	\$ 5,200.00	100	\$ 5,200.00
17	15" DI Pipe	LF	25	\$ 146.00	\$ 3,650.00	25	\$ 3,650.00
18	12" DI Pipe	LF	60	\$ 125.00	\$ 7,500.00	60	\$ 7,500.00
19	10" DI Pipe	LF	60	\$ 115.00	\$ 6,900.00	60	\$ 6,900.00
20	18" HDPE Tile	LF	1,431	\$ 49.00	\$ 70,119.00	2,432	\$ 119,168.00
21	Remove 18" Culvert	LF	102	\$ 7.50	\$ 765.00	102	\$ 765.00
22	18" CMP Culvert Pipe	EA	242	\$ 40.00	\$ 9,680.00	112	\$ 4,480.00
23	Manhole SW-401 - 108"	EA	4	\$ 15,500.00	\$ 62,000.00	4	\$ 62,000.00
24	Manhole SW-401 - 84"	EA	9	\$ 9,800.00	\$ 88,200.00	9	\$ 88,200.00
25	Manhole SW-401 - 48"	EA	3	\$ 2,900.00	\$ 8,700.00	3	\$ 8,700.00
26	12" Flared End Section	EA	2	\$ 1,000.00	\$ 2,000.00	2	\$ 2,000.00
27	48" Flared End Section	EA	1	\$ 3,300.00	\$ 3,300.00	1	\$ 3,300.00
28	Intake - SW-511	EA	1	\$ 2,700.00	\$ 2,700.00	1	\$ 2,700.00
29	Agricultural Drainage Inlet	EA	2	\$ 650.00	\$ 1,300.00	2	\$ 1,300.00
30	42" RCP Plug	EA	1	\$ 475.00	\$ 475.00		\$ -
31	Granular Surfacing	TON	2,190	\$ 26.00	\$ 56,940.00	2,330	\$ 60,580.00

**BID ITEMS**

	Description	Unit	Estimated Quantity	Unit Price	Extended Price	Quantity Complete	Value Completed
32	Remove Pavement	SY	1,513	\$ 7.00	\$ 10,591.00	1,138	\$ 7,966.00
33	HMA Pavement - 7"	SY	850	\$ 73.00	\$ 62,050.00	466	\$ 34,018.00
34	PCC Pavement - 8"	SY	532	\$ 65.00	\$ 34,580.00	533	\$ 34,645.00
35	PCC Trail 7"	SY	81	\$ 63.00	\$ 5,103.00	103	\$ 6,489.00
36	PCC Sidewalk	SY	50	\$ 62.00	\$ 3,100.00	37	\$ 2,294.00
37	Erosion Control	LS	1	\$ 45,500.00	\$ 45,500.00	100%	\$ 45,500.00
38	Traffic Control	LS	1	\$ 7,900.00	\$ 7,900.00	100%	\$ 7,900.00
39	Stabilizing Material	TON	100	\$ 35.00	\$ 3,500.00	100.00	\$ 3,500.00
40	Rip Rap	TON	45	\$ 61.00	\$ 2,745.00	22.50	\$ 1,372.50
41	Relocate and Return Trees	LS	0	\$ 8,000.00	\$ -		\$ -
42	Lower Sanitary Service in Conflict	EA	1	\$ 3,500.00	\$ 3,500.00	1	\$ 3,500.00
ALTERNATE A							
A.1	42" Storm Sewer	LF	72	\$ 185.00	\$ 13,320.00	72	\$ 13,320.00
A.2	24" Storm Sewer	LF	729	\$ 80.00	\$ 58,320.00	729	\$ 58,320.00
A.3	12" Storm Sewer	LF	86	\$ 67.00	\$ 5,762.00	86	\$ 5,762.00
A.4	Manhole SW-401 - 48"	EA	3	\$ 3,000.00	\$ 9,000.00	3	\$ 9,000.00
A.5	Manhole SW-401 - 108"	EA	0	\$ 16,000.00	\$ -		\$ -
A.6	Intake SW-503	EA	2	\$ 4,800.00	\$ 9,600.00	2	\$ 9,600.00
A.7	Intake SW-505	EA	1	\$ 4,500.00	\$ 4,500.00	1	\$ 4,500.00
A.8	Intake SW-512	EA	2	\$ 1,500.00	\$ 3,000.00	2	\$ 3,000.00
A.9	Bioretention Intake #1	EA	1	\$ 6,300.00	\$ 6,300.00	1	\$ 6,300.00
A.10	Bioretention Intake #2	EA	1	\$ 6,300.00	\$ 6,300.00	1	\$ 6,300.00
A.11	Bioretention Intake #3	EA	1	\$ 6,300.00	\$ 6,300.00	1	\$ 6,300.00
A.12	Bioretention Intake #4	EA	1	\$ 6,300.00	\$ 6,300.00	1	\$ 6,300.00
A. 13	PCC Pavement - 7"	SY	471	\$ 64.00	\$ 30,144.00	471	\$ 30,144.00
A. 14	HMA Pavement - 8"	SY	140	\$ 82.00	\$ 11,480.00	140	\$ 11,471.80
A. 15	PCC Sidewalk	SY	77	\$ 61.00	\$ 4,697.00	67	\$ 4,087.00
A. 16	Truncated Domes	SF	8	\$ 35.00	\$ 280.00	16	\$ 560.00
A. 17	Subbase Rock	TON	111	\$ 26.00	\$ 2,886.00	355	\$ 9,230.00
A. 18	Class "A" Roadstone	TON	28	\$ 26.00	\$ 728.00	30	\$ 780.00
A. 19	Erosion Control	LS	1	\$ 4,000.00	\$ 4,000.00	100%	\$ 4,000.00
A. 20	Traffic Control	LS	1	\$ 2,000.00	\$ 2,000.00	100%	\$ 2,000.00
A. 21	Clearing and Grubbing	LS	1	\$ 12,000.00	\$ 12,000.00	100%	\$ 12,000.00
A. 22	24" Plug	EA	1	\$ 260.00	\$ 260.00		\$ -
ALTERNATE B							
B. 1	24" Storm Sewer	LF	515	\$ 100.00	\$ 51,500.00	515	\$ 51,500.00
B. 2	12" Storm Sewer	LF	51	\$ 52.00	\$ 2,652.00	51	\$ 2,652.00
B. 3	Intake SW-501	EA	2	\$ 2,700.00	\$ 5,400.00	2	\$ 5,400.00
B. 4	Manhole SW-401 - 48"	EA	3	\$ 3,100.00	\$ 9,300.00	3	\$ 9,300.00
B. 5	PCC Pavement	SY	2126.70	\$ 75.00	\$ 159,502.50	2,096.0	\$ 157,200.00
B. 6	PCC Sidewalk	SY	75	\$ 61.00	\$ 4,575.00	84.0	\$ 5,124.00
B. 7	Truncated Domes	SF	56	\$ 35.00	\$ 1,960.00	72	\$ 2,520.00

**BID ITEMS**

	Description	Unit	Estimated Quantity	Unit Price	Extended Price	Quantity Complete	Value Completed
B. 8	Subbase Rock	TON	160	\$ 26.00	\$ 4,160.00	336	\$ 8,736.00
B. 9	Class "A" Roadstone	TON	46	\$ 26.00	\$ 1,196.00	46	\$ 1,196.00
B. 10	Erosion Control	LS	1	\$ 3,000.00	\$ 3,000.00	100%	\$ 3,000.00
B. 11	Traffic Control	LS	1	\$ 1,500.00	\$ 1,500.00	100%	\$ 1,500.00
B. 12	24" Plug	EA	1	\$ 260.00	\$ 260.00		\$ -
ALTERNATE C							
C. 1	24" Storm Sewer	LF	239	\$ 130.00	\$ 31,070.00	239	\$ 31,070.00
C. 2	18" Storm Sewer	LF	99	\$ 70.00	\$ 6,930.00	99	\$ 6,930.00
C. 3	12" Storm Sewer	LF	85	\$ 70.00	\$ 5,950.00	71	\$ 4,970.00
C. 4	Manhole SW-401 - 48"	EA	2	\$ 3,100.00	\$ 6,200.00	2	\$ 6,200.00
C. 5	Intake SW-501	EA	2	\$ 3,400.00	\$ 6,800.00	4	\$ 13,600.00
C. 6	Intake SW-511	EA	1	\$ 2,750.00	\$ 2,750.00		\$ -
C. 7	Bioretention Intake #5	EA	1	\$ 6,300.00	\$ 6,300.00		\$ -
C. 8	PCC Pavement	SY	313	\$ 63.00	\$ 19,719.00	336	\$ 21,168.00
C. 9	Sidewalk	SY	137	\$ 61.00	\$ 8,357.00	137	\$ 8,357.00
C. 10	Truncated Domes	SF	18	\$ 35.00	\$ 630.00	24	\$ 840.00
C. 11	Class "A" Roadstone	TON	22	\$ 26.00	\$ 572.00	22	\$ 572.00
C. 12	Erosion Control	LS	1	\$ 3,000.00	\$ 3,000.00	100%	\$ 3,000.00
C. 13	Traffic Control	LS	1	\$ 1,000.00	\$ 1,000.00	100%	\$ 1,000.00
C. 14	18" Plug	EA	1	\$ 240.00	\$ 240.00	1	\$ 240.00
Change order #1							
CO1.1	Manhole SW 401 - 60"	Ea	2	\$ 4,500.00	\$ 9,000.00	2	\$ 9,000.00
CO1.2	42" RCP Manufactured Bend	Ea	1	\$ 1,500.00	\$ 1,500.00	1	\$ 1,500.00
CO1.3	Manhole SW 401 - 84"	Ea	1	\$ 9,800.00	\$ 9,800.00	1	\$ 9,800.00
CO1.4	24" RCP Class IV Pipe	LF	72	\$ 65.00	\$ 4,680.00	74	\$ 4,810.00
CO1.5	6" Ductile Iron Pipe	LF	60	\$ 50.00	\$ 3,000.00	60	\$ 3,000.00
CO1.6	Remove Field Fence	LF	1050	\$ 3.00	\$ 3,150.00	1050	\$ 3,150.00
CO1.7	Lower 2" Water service	LS	1	\$ 1,000.00	\$ 1,000.00	1	\$ 1,000.00
CO1.8	Repair 23" Tile line	LS	1	\$ 1,500.00	\$ 1,500.00	1	\$ 1,500.00
Change Order #2							
CO2.1	PCC Pavement Removal	SY	252.22	\$ 7.00	\$ 1,765.54	252.22	\$ 1,765.54
CO2.2	8" HMA Transition	SY	45.56	\$ 82.00	\$ 3,735.92		\$ -
Change Order #3							
CO3.1	All Items		1	\$ 14,560.00	\$ 14,560.00	1	\$ 14,560.00
Change Order#4							
CO4.1	PCC Curb & Gutter	LF	442	\$ 49.90	\$ 22,055.80	536	\$ 26,746.40
CO4.2	8" HMA Alt C	SY	139	\$ 82.00	\$ 11,398.00		\$ -
Change Order No. 5							
CO5.1	7" HMA	SY	213	\$ 73.00	\$ 15,549.00	217	\$ 15,841.00
CO5.2	HMA Transitions	LF	120	\$ 25.00	\$ 3,000.00		\$ -
CO5.3	HMA Patches	SY	15	\$ 100.00	\$ 1,500.00	18	\$ 1,800.00
CO5.4	HMA Wedges	LF	270	\$ 25.00	\$ 6,750.00	359	\$ 8,975.00

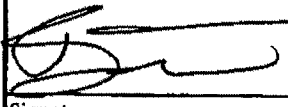

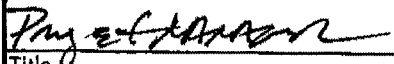
**BID ITEMS**

	Description	Unit	Estimated Quantity	Unit Price	Extended Price	Quantity Complete	Value Completed
	Change Order No. 6						
CO6.1	Cap Tile Lines	LS	1	\$ 5,000.00	\$ 5,000.00	1	\$ 5,000.00
	Change Order No. 7						
CO7.1	12" CMP	LS	1	\$ 2,840.00	\$ 2,840.00	1	\$ 2,840.00
	TOTAL CONTRACT						\$ 2,381,679.54

[illegible]

SUMMARY			
		Contract Price	Value Completed
Original Contract Price		\$2,300,835.00	\$ 2,381,679.54
Approved Change Orders (list each)	No.1	\$ (11,316.00)	
	No. 2	\$ 21,001.71	
	No. 3	\$ 14,560.00	
	No. 4	\$ (6,006.20)	
	No. 5	\$ 2,290.48	
	No. 6	\$ 5,000.00	
	No. 7	\$ 2,840.00	
TOTAL ALL CHANGE ORDERS		\$ 18,239.51	\$ -
Revised Contract Price		\$ 2,319,074.51	\$ 2,381,679.54
Materials Stored			\$ -
Value of Completed Work and Materials Stored			\$ 2,381,679.54
Less Retainage			\$ 40,000.00
Net Amount Due This Estimate			\$ 2,341,679.54
Less Estimate(s) Previously Approved	No.1 - 5	\$ 805,539.20	
	No.6	\$ 249,396.38	
	No. 7	\$ 142,225.45	
	No. 8	\$ 489,373.49	
	No. 9	\$ 251,763.37	
	No. 10	\$ 186,425.66	
	No. 11	\$ 79,902.89	
	No. 12	\$ 38,997.77	
	No. 13	\$ 16,519.83	
Less Total Pay Estimates Previously Approved			\$ 2,260,144.04
Amount Due This Estimate			\$ 81,535.50

The amount \$ 81,535.50 is recommended for approval for payment in accordance with the terms of the contract.

Quantities Complete Submitted By: Progressive Structures, LLC	Recommended By: Veenstra & Kimm, Inc.	Approved By: City of Dallas Center
		
Signature	Signature H. R. Veenstra Jr.	Signature
	Project Manager	
Title	Title	Title
4-5-2013	April 5, 2013	
Date	Date	Date

**NOTICE OF PUBLIC HEARING  
AMENDMENT OF FY2017-2018 CITY BUDGET**

The City Council of Dallas Center in DALLAS County, Iowa  
will meet at Legion Hall  
at 7:00 pm on 4/10/2018  
(hour) (Date)

,for the purpose of amending the current budget of the city for the fiscal year ending June 30, 2018  
(year)  
by changing estimates of revenue and expenditure appropriations in the following functions for the reasons given.  
Additional detail is available at the city clerk's office showing revenues and expenditures by fund type and by activity.

		Total Budget as certified or last amended	Current Amendment	Total Budget after Current Amendment
<b>Revenues &amp; Other Financing Sources</b>				
Taxes Levied on Property	1	1,071,688		1,071,688
Less: Uncollected Property Taxes-Levy Year	2	0		0
<b>Net Current Property Taxes</b>	3	1,071,688	0	1,071,688
Delinquent Property Taxes	4	0		0
TIF Revenues	5	15,000		15,000
Other City Taxes	6	10,098		10,098
Licenses & Permits	7	41,768		41,768
Use of Money and Property	8	30,464		30,464
Intergovernmental	9	267,740		267,740
Charges for Services	10	1,068,636		1,068,636
Special Assessments	11	0		0
Miscellaneous	12	27,722		27,722
Other Financing Sources	13	75,000	1,885,029	1,960,029
Transfers In	14	220,129		220,129
<b>Total Revenues and Other Sources</b>	15	2,828,245	1,885,029	4,713,274
<b>Expenditures &amp; Other Financing Uses</b>				
Public Safety	16	381,317	1,500	382,817
Public Works	17	535,783	21,000	556,783
Health and Social Services	18	4,000		4,000
Culture and Recreation	19	641,269		641,269
Community and Economic Development	20	74,168	52,485	126,653
General Government	21	216,289	16,000	232,289
Debt Service	22	311,816	100	311,916
Capital Projects	23	0		0
Total Government Activities Expenditures	24	2,164,642	91,085	2,255,727
Business Type / Enterprises	25	2,305,004	132,000	2,437,004
<b>Total Gov Activities &amp; Business Expenditures</b>	26	4,469,646	223,085	4,692,731
Transfers Out	27	324,129	10,000	334,129
<b>Total Expenditures/Transfers Out</b>	28	4,793,775	233,085	5,026,860
<b>Excess Revenues &amp; Other Sources Over (Under) Expenditures/Transfers Out Fiscal Year</b>	29	-1,965,530	1,651,944	-313,586
Beginning Fund Balance July 1	30	4,192,297		4,192,297
<b>Ending Fund Balance June 30</b>	31	2,226,767	1,651,944	3,878,711

Explanation of increases or decreases in revenue estimates, appropriations, or available cash:

Burnett Trust payout, insurance increase, mig welder, shop lights, heated shop bay, annexation costs, 204 15th Street costs, 1402 Walnut costs, Lyn Crest Estates costs, sanitary sewer root treatment, SW Stormwater retainage

There will be no increase in tax levies to be paid in the current fiscal year named above related to the proposed budget amendment. Any increase in expenditures set out above will be met from the increased non-property tax revenues and cash balances not budgeted or considered in this current budget.

Cindy Riesselman  
City Clerk/ Finance Officer Name

# 25-230

## CITY BUDGET AMENDMENT AND CERTIFICATION RESOLUTION - FY 2018 - AMENDMENT #2

To the Auditor of DALLAS County, Iowa:

The City Council of Dallas Center in said County/Counties met on 4/10/2018, at the place and hour set in the notice, a copy of which accompanies this certificate and is certified as to publication. Upon taking up the proposed amendment, it was considered and taxpayers were heard for and against the amendment.

The Council, after hearing all taxpayers wishing to be heard and considering the statements made by them, gave final consideration to the proposed amendment(s) to the budget and modifications proposed at the hearing, if any. thereupon, the following resolution was introduced.

RESOLUTION No. 2018-13

A RESOLUTION AMENDING THE CURRENT BUDGET FOR THE FISCAL YEAR ENDING JUNE 30 2018  
(AS AMENDED LAST ON 9/12/2017.)

Be it Resolved by the Council of the City of Dallas Center

Section 1. Following notice published 3/29/2018

and the public hearing held, 4/10/2018 the current budget (as previously amended) is amended as set out herein and in the detail by fund type and activity that supports this resolution which was considered at that hearing:

		Total Budget as certified or last amended	Current Amendment	Total Budget after Current Amendment
<b>Revenues &amp; Other Financing Sources</b>				
Taxes Levied on Property	1	1,071,688	0	1,071,688
Less: Uncollected Property Taxes-Levy Year	2	0	0	0
<b>Net Current Property Taxes</b>	<b>3</b>	<b>1,071,688</b>	<b>0</b>	<b>1,071,688</b>
Delinquent Property Taxes	4	0	0	0
TIF Revenues	5	15,000	0	15,000
Other City Taxes	6	10,098	0	10,098
Licenses & Permits	7	41,768	0	41,768
Use of Money and Property	8	30,464	0	30,464
Intergovernmental	9	267,740	0	267,740
Charges for Services	10	1,068,636	0	1,068,636
Special Assessments	11	0	0	0
Miscellaneous	12	27,722	0	27,722
Other Financing Sources	13	75,000	1,885,029	1,960,029
Transfers In	14	220,129	0	220,129
<b>Total Revenues and Other Sources</b>	<b>15</b>	<b>2,828,245</b>	<b>1,885,029</b>	<b>4,713,274</b>
<b>Expenditures &amp; Other Financing Uses</b>				
Public Safety	16	381,317	1,500	382,817
Public Works	17	535,783	21,000	556,783
Health and Social Services	18	4,000	0	4,000
Culture and Recreation	19	641,269	0	641,269
Community and Economic Development	20	74,168	52,485	126,653
General Government	21	216,289	16,000	232,289
Debt Service	22	311,816	100	311,916
Capital Projects	23	0	0	0
Total Government Activities Expenditures	24	2,164,642	91,085	2,255,727
Business Type / Enterprises	25	2,305,004	132,000	2,437,004
<b>Total Gov Activities &amp; Business Expenditures</b>	<b>26</b>	<b>4,469,646</b>	<b>223,085</b>	<b>4,692,731</b>
Transfers Out	27	324,129	10,000	334,129
<b>Total Expenditures/Transfers Out</b>	<b>28</b>	<b>4,793,775</b>	<b>233,085</b>	<b>5,026,860</b>
<b>Excess Revenues &amp; Other Sources Over (Under) Expenditures/Transfers Out Fiscal Year</b>	<b>29</b>	<b>-1,965,530</b>	<b>1,651,944</b>	<b>-313,586</b>
Beginning Fund Balance July 1	30	4,192,297	0	4,192,297
<b>Ending Fund Balance June 30</b>	<b>31</b>	<b>2,226,767</b>	<b>1,651,944</b>	<b>3,878,711</b>

Passed this 10th day of April 2018  
(Day) (Month/Year)

\_\_\_\_\_  
Signature  
City Clerk/Finance Officer

\_\_\_\_\_  
Signature  
Mayor



**RESOLUTION NO. 2018-18**

**A RESOLUTION ADOPTING THE DALLAS COUNTY  
MULTI-JURISDICTIONAL LOCAL  
HAZARD MITIGATION PLAN**

**Whereas**, the City of Dallas Center, Iowa, recognizes the threat that natural hazards pose to people and property within our community; and

**Whereas**, undertaking hazard mitigation actions will reduce the potential for harm to people and property from future hazard occurrences; and

**Whereas**, the U.S Congress passed the Disaster Mitigation Act of 2000 ("Disaster Mitigation Act") emphasizing the need for pre-disaster mitigation of potential hazards;

**Whereas**, the Disaster Mitigation Act made available hazard mitigation grants to state and local governments; and

**Whereas**, an adopted Local Hazard Mitigation Plan is required as a condition of future funding for mitigation projects under multiple FEMA pre- and post-disaster mitigation grant programs; and

**Whereas**, the City of Dallas Center, Iowa, fully participated in the hazard mitigation planning process to prepare this Multi-Jurisdictional Local Hazard Mitigation Plan; and

**Whereas**, the Iowa Homeland Security and Emergency Management Division and the Federal Emergency Management Agency Region VII officials have reviewed the "Dallas County Multi-Jurisdictional Local Hazard Mitigation Plan," and approved it contingent upon this official adoption of the participating governing body; and

**Whereas**, the City of Dallas County, Iowa, desires to comply with the requirements of the Disaster Mitigation Act and to augment its emergency planning efforts by formally adopting the Dallas County Multi-Jurisdictional Local Hazard Mitigation Plan; and

**Whereas**, adoption by the governing body for the City of Dallas Center, Iowa, demonstrates the jurisdictions' commitment to fulfilling the mitigation goals outlined in this Multi-Jurisdictional Local Hazard Mitigation Plan; and

**Whereas**, adoption of this legitimizes the plan and authorizes responsible agencies to carry out their responsibilities under the plan.

---

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS CENTER, IOWA,** that the City of Dallas Center, Iowa, adopts the "Dallas County Multi-Jurisdictional Local Hazard Mitigation Plan" as an official plan; and

**BE IT FURTHER RESOLVED** that the City of Dallas Center, Iowa, will submit this Adoption Resolution to the Iowa Homeland Security and Emergency Management Division and Federal Emergency Management Agency Region VII officials to enable the plan's final approval.

Passed, approved, and adopted by the City Council of the City of Dallas Center, Iowa, on this 10<sup>th</sup> day of April, 2018.

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Michael A. Kidd, Mayor

ATTEST:

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Cindy Riesselman, City Clerk



**RE/MAX®**  
**Real Estate Group**

DES MOINES, IOWA 50311-1693  
Phone: (515)      FAX: (515) :

April 9th 2018

City of Dallas Center,

My name is Steve Nissly. I am a Real Estate agent with Remax Real Estate. I run my business out of my home located here in Dallas Center. I have walked through the subject property located at 1402 Walnut st. in Dallas Center. I have also reviewed the appraisal done by Potthoff Appraisal. I agree with the Value given at 40,000 and would recommend listing somewhere near or at that price point.

I have attached a listing agreement, Seller Disclosure, Lead Base, and Estimate of Proceeds. I have left some spots blank that will need to be filled out when city makes a decision. I can easily come up to Ralph's office when needed to get everything completed.  
Please feel free to contact me at anytime at :

Thanks! Steve Nissly



# RE/MAX Real Estate Group

Windsor Heights Office:  
6600 University Avenue Des Moines, IA 50324-1639  
Phone: (515) 279-6700 Fax: (515) 279-3711  
Pleasant Hill Office:  
932 N. Shadyview Boulevard Pleasant Hill, IA 50327-2018  
Phone: (515) 265-7200 Fax: (515) 265-7206

## LISTING FORM COMMERCIAL

Listing Agent Steve Nissly  
Office Remax Office Phone \_\_\_\_\_ Agent Phone \_\_\_\_\_  
Co-Listing Agent \_\_\_\_\_  
Office \_\_\_\_\_ Office Phone \_\_\_\_\_ Agent Phone \_\_\_\_\_  
Listing Price \$ \_\_\_\_\_ Address 1402 Walnut St.  
City Dallas Center Zip 50063 + County Dallas  
Parcel # 1102178015 MLS Area \_\_\_\_\_ Subdivision \_\_\_\_\_  
List Date \_\_\_\_\_ Expire Date \_\_\_\_\_ Zoning C School District DGG  
Frontage \_\_\_\_\_

### FINANCING TERMS

- ☐ FHA  
☐ VA  
☐ Conventional  
☐ Contract  
☐ Assumption  
☐ FMHA/RECD  
☐ Qual Assumption  
☐ Cash  
☐ See Remarks

### BLDG. TYPE

- ☒ Retail  
☐ Wholesale  
☒ Office  
☐ Income  
☐ Manufacture  
☐ See Remarks

### CONST. TYPE

- ☐ Metal  
☐ Block  
☐ Frame  
☐ See Remarks

### LEASE PRICE

MIN. LEASE MO. \_\_\_\_\_  
MAX. LEASE MO. \_\_\_\_\_

Lot Dimensions \_\_\_\_\_  
Lot SF \_\_\_\_\_  
Total Acres \_\_\_\_\_

Builder Name \_\_\_\_\_ Year Built 1892  
☐ New ☐ Proposed Completion Date \_\_\_\_\_

### SALES INCLUDES

- ☐ Land  
☐ Building  
☐ Business  
☐ Inventory  
☐ Fixtures

### SPRINKLER

- ☐ None  
☐ Wet  
☐ Dry  
☐ See Remarks

### HEAT

- ☒ Gas  
☐ Electric  
☐ See Remarks

### AIR COND.

- ☐ Central  
☐ Window  
☐ Ground Source  
☐ None

### WATER

- ☒ City  
☐ Well  
☐ Community  
☐ Rural

### SEWER

- ☒ City  
☐ Septic  
☐ Community

### LEASE TERMS OWNER/TENANT

Taxes	<input type="checkbox"/>	<input type="checkbox"/>
Bldg. Ins	<input type="checkbox"/>	<input type="checkbox"/>
Janitor	<input type="checkbox"/>	<input type="checkbox"/>
Electric	<input type="checkbox"/>	<input type="checkbox"/>
Gas	<input type="checkbox"/>	<input type="checkbox"/>
Water	<input type="checkbox"/>	<input type="checkbox"/>

### HOW TO SHOW

- ☐ Appointment Only  
☐ Call First Then LB  
☐ Key In Office  
☐ Use Lock Box  
☐ See Remarks

### KEY LOCATION

- ☐ Lock Box  
☒ Listing Firm  
☐ None

### Showing Instructions:

CALL STEVE S.  
I live 3 BKS away and will  
unlock Bldg. for showing

### FEATURES FOR HANDICAPPED

- ☐ Ramp ☐ Grab Bars ☐ Kitchen Cabinets  
☐ Doors ☐ Shower ☐ See Remarks

### REO PROPERTY

- ☐ Yes ☐ NO

### DIRECTIONS

Owner 1 \_\_\_\_\_ SS# \_\_\_\_\_ Status M \_\_\_\_\_ S \_\_\_\_\_ W \_\_\_\_\_  
Owner 2 \_\_\_\_\_ SS# \_\_\_\_\_ Status M \_\_\_\_\_ S \_\_\_\_\_ W \_\_\_\_\_  
Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Fax \_\_\_\_\_

### Owner's Forwarding Address

LEGAL DESCRIPTION Lot 15/EX 550' E 6' / B1K 38

GROSS TAXES 2098.49 NET TAXES \_\_\_\_\_ YEAR DUE \_\_\_\_\_ SPECIAL ASSESS \_\_\_\_\_

- ☐ Sign on Property ☐ Reserved Buyer ☐ Var. Rate Commission ☐ Seller Disclosure SC to SF 3.5 %  
☐ Reserved Items \_\_\_\_\_

### REMARKS

**Windsor Heights Office**6600 University Avenue - Des Moines, IA 50324-1639  
Phone (515) 279-6700 Fax (515) 279-3711**RE/MAX Real Estate Group**932 N. Shadyview Boulevard - Pleasant Hill, IA 50327-2018  
Phone (515) 265-7200 Fax (515) 265-7206**Pleasant Hill Office****AGENCY CONTRACT EXCLUSIVE RIGHT TO SELL**

Executed at DALLAS CENTER Iowa, on (Date) \_\_\_\_\_ in consideration of your  
 agreement to list and endeavor to sell or lease, I hereby grant to you, a licensed real estate broker, the sole and exclusive right to sell or  
 lease the following real estate located in DALLAS County, DALLAS CENTER Iowa. Locally known  
 as: 1402 Walnut St. DALLAS CENTER Ia - 50063  
 and legally described as: LOT 15 / EX S 50' E 6' / R1K38

FOR THE CASH PRICE OF \_\_\_\_\_ (\$ \_\_\_\_\_)

- COMMISSION:** Should the property or any part thereof be sold or exchanged or a buyer be found therefore by you or by any other person, at the price specified herein or any other price or terms I may authorize or accept, I agree to pay you at time of settlement a commission of 7 % of the SALE PRICE with a minimum commission of \$ \_\_\_\_\_ and will promptly deliver to you a complete abstract showing good and merchantable title to the date of transfer and execute a warranty deed to the property for delivery to the buyer, or enter into a contract for deed.
- PROCESSING/COMPLIANCE FEE:** Should a sale be consummated pursuant to this agreement, I agree to pay RE/MAX Real Estate Group \$225.00 to obtain closing information, process closing documents, make government filings and maintain records in accordance with government regulations.
- RESERVED ITEMS:** The following items which would ordinarily be considered a part of the real estate shall not be included in the sale: \_\_\_\_\_  
 In order to exclude them from the sale, such items must also be excluded in the Purchase Agreement.
- TERMINATION AND PROTECTION:** This contract shall terminate at 11:59 p.m. on the \_\_\_\_\_ day of \_\_\_\_\_ Year \_\_\_\_\_, except that if the property shall be sold, or exchanged within \_\_\_\_\_ days after termination of this listing or any extension thereof to any party to whom I, you, or any other licensed real estate broker, or any other person has presented it while it is listed, I will pay you the commission specified above.
- LOCKBOX:** ☐ I DO ☐ I DO NOT (check appropriate box) want you to install a lockbox for the purposes of securing ingress and egress from my property.
- MARKETING:** In order to show the property, you and your agents shall have access to it at all reasonable times, and I will give you all possible assistance in making a sale of the property. You are authorized to place a "For Sale" sign on the property. You are authorized and directed to submit the listing with the Multiple Listing Service of THE DES MOINES AREA ASSOCIATION OF REALTORS®, Incorporated to be published and disseminated to its participants and report to the Multiple Listing Service and its members both before and after sale, any information concerning price and terms of sale, encumbrances and financing as they may request, subject to the following terms and conditions:  
☒ This listing shall be designated as an exclusive right to sell listing. We authorize the listing broker as the exclusive entity to sell our property but further authorize the listing broker to cooperate with other brokers, including subagents and buyers' brokers, in the sale of the listed property and to compensate such brokers out of the commission provided for herein.  
☐ This listing shall be designated as an office exclusive listing. We authorize the listing agent as the exclusive entity to sell our property. We do not authorize cooperation with or compensation to any other broker. Our authorization to submit this listing to the Multiple Listing Service of THE DES MOINES AREA ASSOCIATION OF REALTORS®, Incorporated does not include authorization for that entity to disseminate such information to other brokers except after the property is sold.
- SELLER REQUEST:** The seller requests RE/MAX Real Estate Group or any of its employees, agents or associates to select, prepare, and complete form documents as authorized by Iowa law or by Iowa Supreme Court Rule, such as purchase agreements, groundwater hazard, and declaration of value incident to a real estate transaction.
- NON DISCRIMINATION:** This property is offered without regard to race, color, sex, creed, religion, national origin, sexual orientation, gender identity, handicap and familial status.
- BREACH:** Should a bonafide offer be made by a ready, willing and able Buyer, meeting the terms of this contract and I FAIL TO ACCEPT SUCH OFFER, THEN I shall pay the agreed commission in full upon demand. Should a bonafide offer be made by a ready, willing and able Buyer at the price specified herein or any other price or terms which I may authorize or accept, and I fail to fulfill the terms of that purchase agreement, then I shall pay you the agreed commission in full.
- REPRESENTATIONS:** I have furnished to you the information concerning this property shown on the attached data sheets, and I represent to the best of my knowledge and belief that such information is true. If it is established that such information and representations are incorrect and untrue, I agree to indemnify and hold you harmless from any and all loss, damage or expense in connection therewith, including court costs and reasonable attorney's fees.
- MATERIAL DEFECTS:** I acknowledge that I have a legal duty to disclose to buyer any material defects of which I have actual knowledge and which a reasonable inspection by the buyer would not reveal.
- LEGAL DISCLAIMER:** I understand that a listing agreement is a legally binding contract, and if not understood, I will seek legal advice.

This listing agreement is subject to \_\_\_\_\_ addenda attached hereto.  
 \*If this is a listing of property for lease, the provisions of the Lease Addendum, attached hereto and incorporated herein by reference, shall control.

REAL ESTATE BROKER

AGENT

RE/MAX Real Estate Group Form #38 Rev 2-2010

OWNER

OWNER

# RE/MAX<sup>®</sup> Real Estate Group

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## SELLER DISCLOSURE OF PROPERTY CONDITIONS

(To be delivered prior to buyer making Offer to Buy Real Estate)

**Property Address:**

1402 Walnut St. DALLAS Center Ia 50063

**Purpose of Disclosure:** Completion of Section I this form is required under Chapter 558A of the Iowa code which mandates the Seller(s) disclose condition and information about the property, unless exempt:

**Exempt Properties:** Properties exempted from the Seller's disclosure requirement include (IA Code 558A): Bare ground; property containing 5 or more dwellings units; court ordered transfers; transfers by a power of attorney; foreclosures; lenders selling foreclosed properties; fiduciaries in the course of an administration of an decedent's estate, guardianship, conservatorship, or trust; between joint tenants, or tenants in common; to or from any governmental division; quit claim deeds; intra family transfers; between divorcing spouses; commercial or agricultural property which has no dwellings.

Seller(s) certifies that the property is exempt from the requirement(s) of Iowa Code 558A because one of the above exemptions apply. If so, you may stop here.

_____ Seller	_____ Date	_____ Seller	_____ Date
_____ Buyer	_____ Date	_____ Buyer	_____ Date

**Instructions to the Seller:** (1) Complete this form yourself. (2) Report known conditions materially affecting the property and utilize ordinary care in obtaining the information. (3) Provide information in good faith and make a reasonable effort to ascertain the required information. (4) Additional pages or reports may be attached. (5) If some items do not apply to your property, write "NA" (not applicable). (6) All approximations must be identified "AP". If you do not know the facts, write or check UNKNOWN. (7) Keep a copy of this statement.

**Seller's Disclosure Statement:** Seller discloses the following information regarding the property and certifies this information is true and accurate to the best of my/our knowledge as of the date signed. Seller authorizes Agent to provide a copy of this statement to any person or entity in connection with actual or anticipated sale of the property or as otherwise provided by law. This statement shall not be a warranty of any kind by Seller or Seller's Agent and shall not be intended as a substitute for any inspection or warranty the purchaser may wish to obtain. The following are representations made by Seller and are not by any Agent acting on behalf of the Seller. **The Agent has no independent knowledge of the condition of the property except that which is written on this form. Seller advises Buyer to obtain independent inspections relevant to Buyer.**

Seller acknowledges the requirement that Buyer be provided with the "Iowa Radon Home-Buyers and Sellers Fact Sheet" prepared by the Iowa Department of Public Health.

Seller \_\_\_\_\_ Date \_\_\_\_\_ Seller \_\_\_\_\_ Date \_\_\_\_\_

Buyer acknowledges receipt of the "Iowa Radon Home-Buyers and Sellers Fact Sheet" prepared by the Iowa Department of Public Health.

Buyer \_\_\_\_\_ Date \_\_\_\_\_ Buyer \_\_\_\_\_ Date \_\_\_\_\_

# SELLER DISCLOSURE OF PROPERTY CONDITION

Property Address: 1402 Walnut St. Dallas Center Ia 50063

## Appliances/Systems:

### Included in the Sale

### Good Working Order?

Range/Oven.....	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown
Dishwasher.....	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown
Refrigerator.....	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown
Hood/Fan.....	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown
Disposal.....	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown
TV Antenna, Satellite.....	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown
Garage Door Opener/Control(s).....	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown
Alarm Systems.....	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown
Central AC.....	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown
Central Vacuum.....	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown
Attic Fan.....	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown
Microwave.....	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown
Trash Compactor.....	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown
Propane Tank.....	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Rent <input type="checkbox"/> Own
Water Softener.....	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Rent <input type="checkbox"/> Own
Fireplace.....	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown

Date of last cleaning \_\_\_\_\_

Exceptions/Explanations of the "NO" responses above regarding Good Working Order, if any: \_\_\_\_\_

Notice: Items marked 'included' are intended to remain with the property after sale. However, included items may be negotiable between Buyer and Seller, and requested items should be in writing as either included or excluded in any Offer to Buy/Purchase Agreement. The Offer to Buy/Purchase Agreement shall be the final terms of any agreement.

## ALL HOUSEHOLD APPLIANCES ARE NOT UNDER WARRANTY BEYOND DATE OF CLOSING.

Warranties are available for purchase from independent warranty companies.

Property conditions, improvements and additional information:

- Basement/Foundation: Has there been known water or other problems? ☐ Yes ☐ No  
If yes, please explain \_\_\_\_\_
- Roof Type \_\_\_\_\_ ☐ Unknown Has there been evidence of leaks? ☐ Yes ☐ No  
Any known repairs? ☐ Yes ☐ No  
If yes, date of repairs \_\_\_\_\_ or date of replacement \_\_\_\_\_ ☐ Unknown
- Well and pump: Any known problems? ☐ Yes ☐ No  
Type of well (depth/diameter), age and date of repair \_\_\_\_\_  
Has the water been tested? ☐ Yes ☐ No ☐ Unknown If yes, date of last report \_\_\_\_\_  
Results: \_\_\_\_\_
- Septic tanks/drain fields: Any known problems? ☐ Yes ☐ No ☐ Unknown  
Location of tank \_\_\_\_\_ ☐ Unknown Age \_\_\_\_\_ ☐ Unknown  
Date tank last cleaned \_\_\_\_\_ ☐ Unknown  
Type of system: ☐ Laterals ☐ Multiflow ☐ Other \_\_\_\_\_  
Service Contract? ☐ Yes ☐ No Annual Rate \$ \_\_\_\_\_
- Sewer: Any known problems? ☐ Yes ☐ No  
Any known repairs? ☐ Yes ☐ No  
Date of repairs \_\_\_\_\_
- Heating system(s): Any known problems? ☐ Yes ☐ No  
Date of repairs \_\_\_\_\_ or date of replacement \_\_\_\_\_
- Central Cooling system(s): Any known problems? ☐ Yes ☐ No  
Any known repairs? ☐ Yes ☐ No  
Date of repairs \_\_\_\_\_ or date of replacement \_\_\_\_\_
- Plumbing system(s): Any known leaks or problems? ☐ Yes ☐ No  
Any known repairs? ☐ Yes ☐ No  
Date of repairs \_\_\_\_\_ or date of replacement \_\_\_\_\_

Seller initials \_\_\_\_\_

Buyer initials \_\_\_\_\_

# SELLER DISCLOSURE OF PROPERTY CONDITION

Property Address: 1402 Walnut St. Dallas Center Ia. 50063

9. Electrical system(s): Any known problems? ..... ☐ Yes ☐ No  
Any known repairs? ..... ☐ Yes ☐ No  
Date of repairs \_\_\_\_\_ or date of replacement \_\_\_\_\_
10. Pest infestation, if any: ..... ☐ Yes ☐ No ☐ Unknown  
Date of treatment \_\_\_\_\_
11. Asbestos: Is asbestos present in any form in the property? ..... ☐ Yes ☐ No ☐ Unknown  
If yes, explain \_\_\_\_\_
12. Radon: Any known tests for the presence of radon gas? ..... ☐ Yes ☐ No  
If yes, test results \_\_\_\_\_ Date of test \_\_\_\_\_ Date of mitigation \_\_\_\_\_
13. Any known structural or major damage to property due to pest infestation, fire, wind, floods or landslides? ..... ☐ Yes ☐ No ☐ Unknown
14. Are you aware of any area environmental concerns? ..... ☐ Yes ☐ No  
If yes, explain \_\_\_\_\_
15. Is the property located in a flood plain? ..... ☐ Yes ☐ No ☐ Unknown  
If yes, flood plain designation \_\_\_\_\_
16. Covenants: Is the Property subject to restrictive covenants? ..... ☐ Yes ☐ No ☐ Unknown  
If Yes, attach a copy or state where a true, current copy of the covenants can be obtained: \_\_\_\_\_
17. What is the zoning of the property? ..... ☐ Unknown
18. Is the property located in a Real Estate Improvement District? ..... ☐ Yes ☐ No ☐ Unknown  
If yes, what is the amount (if any) of any special assessment against this property? \$ \_\_\_\_\_

## Other Items: Are you as the Seller aware of any of the following:

1. Features of the property shared in common with adjoining land owners, such as walls, fences, roads and driveways whose use or responsibility for maintenance may have an effect on the property? ..... ☐ Yes ☐ No ☐ Unknown
2. Any encroachments, easements, "common areas" (facilities like pools, tennis courts, walkways or other area co-owned with others), zoning violations, nonconforming uses, or Homeowner's Association which has any authority over the property? ..... ☐ Yes ☐ No ☐ Unknown
3. Physical problems such as: settling, flooding, drainage or grading problems? ..... ☐ Yes ☐ No ☐ Unknown  
If the answer to any of these is yes, please explain. Attach additional sheets if necessary. \_\_\_\_\_
4. Has there been a property/casualty loss, insurance claim or major damage to the property? ☐ Yes ☐ No ☐ Unknown
5. Are you related to the listing agent? ... ☐ Yes ☐ No If yes, how? \_\_\_\_\_
6. Are there any known solid waste, hazardous waste, underground storage tanks or private burial sites on the property? ..... ☐ Yes ☐ No ☐ Unknown
7. If this property is part of a Homeowner's Association, seller will provide the Homeowner's Association/Townhome/Condominium Declaration, Articles of Incorporation and/or By-Laws. The association dues: \$ \_\_\_\_\_ paid ☐ Monthly ☐ Quarterly ☐ Annually. Is there an anticipated or pending change in the dues or any pending assessment? \_\_\_\_\_
8. Is there tax abatement on the property? ..... ☐ Yes ☐ No ☐ Unknown  
If yes, when does it expire? \_\_\_\_\_
9. Reserved Items \_\_\_\_\_

The Seller has owned the property since \_\_\_\_\_ (date). The residence was built in \_\_\_\_\_.  
The Seller has indicated above the history and condition of all the items based solely on the information known to the Seller. If any changes occur in the structural/mechanical/appliance systems of this property from the date of this form to the date of closing, Seller will immediately disclose the changes to Buyer. In no event shall the parties hold the Broker or Broker's agent liable for any representations made by the Seller in this disclosure.

Seller \_\_\_\_\_ Date \_\_\_\_\_ Buyer \_\_\_\_\_ Date \_\_\_\_\_

Seller \_\_\_\_\_ Date \_\_\_\_\_ Buyer \_\_\_\_\_ Date \_\_\_\_\_



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## Disclosure of Information on Lead-Based Paint and/or Lead-Based Paint Hazards

Address of Property: 1402 Walnut St. Dallas Center Ia. 50063

### Lead Warning Statement

Every purchaser of any interest in residential real property on which a residential dwelling was built prior to 1978 is notified that such property may present exposure to lead from lead-based paint that may place young children at risk of developing lead poisoning. Lead poisoning in young children may produce permanent neurological damage, including learning disabilities, reduced intelligence quotient, behavioral problems, and impaired memory. Lead poisoning also poses a particular risk to pregnant women. The seller of any interest in residential real property is required to provide the buyer with any information on lead-based paint hazards from risk assessments or inspections in the seller's possession and notify the buyer of any known lead-based paint hazards. A risk assessment or inspection for possible lead-based paint hazards is recommended prior to purchase.

### Seller's Disclosure

(a) Presence of lead-based paint and/or lead-based paint hazards (check & initial below):

☐ \_\_\_\_\_ Known lead-based paint and/or lead-based paint hazards are present in the housing (explain).

☐ \_\_\_\_\_ Seller has no knowledge of lead-based paint and/or lead-based paint hazards in the housing.

(b) Records and reports available to the seller (check & initial below):

☐ \_\_\_\_\_ Seller has provided the purchaser with all available records and reports pertaining to lead-based paint and/or lead-based paint hazards in the housing (list documents below).

☐ \_\_\_\_\_ Seller has no reports or records pertaining to lead-based paint and/or lead-based paint hazards in the housing.

### Purchaser's Acknowledgment (initial below)

(c) \_\_\_\_\_ Purchaser has received copies of all information listed above.

(d) \_\_\_\_\_ Purchaser has received the pamphlet Protect Your Family from Lead in Your Home.

(e) \_\_\_\_\_ Purchaser has (check & initial below):

☐ \_\_\_\_\_ received a 10-day opportunity (or mutually agreed upon period) to conduct a risk assessment or inspection for the presence of lead-based paint and/or lead-based paint hazards; or

☐ \_\_\_\_\_ waived the opportunity to conduct a risk assessment or inspection for the presence of lead-based paint and/or lead-based paint hazards.

### Agent's Acknowledgment (initial below)

(f) \_\_\_\_\_ Agent has informed the seller of the seller's obligations under 42 U.S.C. 4852d and is aware of his/her responsibility to ensure compliance.

### Certification of Accuracy

The following parties have reviewed the information above and certify, to the best of their knowledge, that the information they have provided is true and accurate.

Seller \_\_\_\_\_ Date \_\_\_\_\_ Buyer \_\_\_\_\_ Date \_\_\_\_\_

Seller \_\_\_\_\_ Date \_\_\_\_\_ Buyer \_\_\_\_\_ Date \_\_\_\_\_

Agent Steve Nissly Date 4/9/18 Agent \_\_\_\_\_ Date \_\_\_\_\_

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## ESTIMATE OF PROCEEDS

ESTIMATE OF PROCEEDS BASED ON A \_\_\_\_\_ CLOSING DATE \_\_\_\_\_

Address: 1402 Walnut St. DALLAS Center Ia.

Seller: City of D.C. Buyer: \_\_\_\_\_

<b>SALE PRICE</b> .....		\$ <u>40,000</u>	\$ _____
As Per Seller	{ Mortgage / Contract Balance .....	\$ _____	\$ _____
	{ Second Mortgage / Line of Credit .....	\$ _____	\$ _____
	Interest .....	\$ _____	\$ _____
	Penalty .....	\$ _____	\$ _____
	Brokerage Fee 7% of sale price.....	\$ <u>2800</u>	\$ _____
	Current Taxes, ___ mos .....	\$ _____	\$ _____
	Prorated Taxes, ___ mos .....	\$ <u>2098</u>	\$ _____
	Tax Service Fee .....	\$ _____	\$ _____
	Abstracting .....	\$ <u>600</u>	\$ _____
	Revenue Stamps .....	\$ <u>64</u>	\$ _____
	Closing Fee (\$295.00) .....	\$ <u>295</u>	\$ _____
	Buyers Loan Costs .....	\$ _____	\$ _____
	Attorney Fees .....	\$ _____	\$ _____
	Pest Report .....	\$ <u>70</u>	\$ _____
	Appraiser Reinspection .....	\$ _____	\$ _____
	Septic Inspection .....	\$ _____	\$ _____
	Well Inspection .....	\$ _____	\$ _____
	Home Owner Warranty .....	\$ _____	\$ _____
	Deed Preparation (\$60.00) .....	\$ <u>60</u>	\$ _____
	Home Owner Association Fee .....	\$ _____	\$ _____
	Home Owner Association Affidavit.....	\$ _____	\$ _____
	Repairs .....	\$ _____	\$ _____
	Radon Mitigation.....	\$ _____	\$ _____

**TOTAL ESTIMATED SELLING COST** .....\$ - 5987 \$ - \_\_\_\_\_

**ESTIMATE OF PROCEEDS** .....\$ 34,013 \$ \_\_\_\_\_

(Plus any escrow accounts)

**NOTE:** We are required by law to report real estate transactions to the appropriate governmental agency. You may be subject to 1099 tax consequences including but not limited to short sales and foreclosure transactions. If not understood, seek competent tax/legal advice.

Seller \_\_\_\_\_ Date \_\_\_\_\_ Seller \_\_\_\_\_ Date \_\_\_\_\_

An Estimate of Proceeds is an estimate **ONLY** based on information available at this time.

RE/MAX Real Estate Group by Steve Nissly 4/9/18  
Agent Date

# VALLEY REALTY

## EXCLUSIVE LISTING AGREEMENT

THIS EXCLUSIVE LISTING AGREEMENT ("**Agreement**") is made this 2nd day of April, 2018 at Dallas Center, Iowa, between Valley Realty ("**Broker**") and the following person or entity ("**Owner**"):

Owner's Name: City of Dallas Center Police Department

Owner's Address: 1402 Walnut Street, Dallas Center, IA 50063

Owner's Social Security or Tax I.D. #: \_\_\_\_\_

**IN CONSIDERATION OF THE MUTAL PROMISES IN THIS AGREEMENT, OWNER AGREES TO:**

1. Grant Broker the sole and exclusive right to find a purchaser/tenant for the real estate described below (the "**Property**") for a period of \_\_\_\_\_ (\_\_\_\_) months from the date of the Agreement (the "**Term**"), with 11:59P.M. of the last day of the Term known as the "Expiration Time".

Legal Description or Local Address of the Property: 1402 Walnut Street, Dallas Center, IA 50063

2. Authorize Broker to place an appropriate sign on the Property and to immediately refer to Broker all inquires regarding the Property.

3. Give possession of the Property on: ASAP

**IF THIS AGREEMENT IS FOR THE SALE OF THE PROPERTY, OWNER FURTHER AGREES TO:**

1. Offer to sell the Property for the sum of \$65,000.00, subject to these terms/conditions: \_\_\_\_\_  
property sold as is unless agreed to by buyer and seller

2. Furnish an Abstract of Title continued to date of sale showing that Owner has good and merchantable title to the Property, subject to existing restriction(s), and to furnish at the closing of the sale (the "**Closing**") a General Warranty Deed conveying good title to the Property, as well as such other documents as may be legally required.

3. Pay to Broker at Closing a commission of seven percent (7%) of the sales price. However, this commission shall be deemed earned by Broker and payable by Owner if: (1) Broker procures a purchaser who is ready, willing and able to purchase who is ready, willing and able to purchase the Property on the terms set forth in this Agreement (or other terms acceptable to Owner), whether or not there is a Closing and/or (2) the Property is otherwise sold during the Term.

**IF THIS AGREEMENT IS FOR THE LEASE OF THE PROPERTY, OWNER FURTHER AGREES TO:**

1. Offer to lease the Property on these terms and conditions: N/A

2. Pay Broker when the lease is executed by tenant a six percent (6) commission on the gross lease (including renewals, exercised options or extensions by tenant). This commission shall be deemed earned by Broker and payable by Owner if: (1) Broker procures a tenant who is ready, willing and able to lease the Property on the terms set forth in this Agreement (or other terms acceptable to Owner), whether or not a lease is signed and/or (2) the Property is otherwise leased during the Term. The minimum commission shall be the greater of \$1,000 or one month's rent. Should tenant lease additional space from Owner during the term of any lease resulting from this Agreement (including renewals, exercised options or extensions), Owner agrees to pay Broker at the time such additional space is leased an additional six percent (6) commission on the gross lease for said additional space. Should tenant, during the term of any lease negotiated in conjunction with this Agreement, purchase the Property, Owner agrees to pay Broker, at Closing, seven percent (7%) commission of the sales price. Broker, upon execution of the lease, may record an affidavit setting forth its rights to additional commissions upon any negotiated renewals, exercised options, extensions, additions to the lease or sale of the Property.

**IN CONSIDERATION OF THE MUTUAL PROMISES IN THIS AGREEMENT, BROKER AGREES TO: (1) USE ITS BEST EFFORTS TO PROCURE A PURCHASER/TENANT FOR THE PROPERTY PURSUANT TO THE TERMS OF THIS AGREEMENT AND (2) FURNISH ANY ADDITIONAL INFORMATION ABOUT THE PROPERTY REQUESTED BY OTHER REALTORS.**

**IN CONSIDERATION OF THE MUTUAL PROMISES IN THIS AGREEMENT, THE PARTIES FURTHER AGREE:**

Conveyance of the Property by other means, (i.e., a like-kind exchange), shall be considered a "sale" within the meaning of this Agreement. All funds involved in the completion of a sale/lease transaction for the Property (such as earnest money, option fees, etc.), shall be paid to Broker and held in Broker's trust account until Closing of the sale/lease.

Owner has furnished to Broker all relevant information concerning the Property, including specifically all information regarding underground storage tanks, hazardous wastes or well situated on the Property. Owner warrants and represents that the information provided is true, correct and complete to the best of Owners' knowledge. Owner agrees to indemnify and hold Broker harmless from any and all loss, damage or expense (including attorney's fees) in connection with any breach of this representation and warranty by Owner.

Broker shall be protected for a period of 12 months after the Expiration Time on all prospects introduced to the Property during the Term, if Broker submits the names and addresses of such prospects to Owner on or before the Expiration Time. This Agreement shall be binding upon the heirs, successors and assigns of the Owner. Nothing in this Agreement shall be construed to make Broker the manager of the Property. Owner is the manager of the Property. Owner is the manager of the Property and has all responsibility for collection of income and payment of expenses associated with the Property. In the event of suit to collect commissions due Broker under this Agreement, Owner agrees to pay Broker's attorney's fees.

**THIS IS A LEGALLY BINDING AGREEMENT. IF NOT UNDERSTOOD SEEK LEGAL ADVICE BEFORE SIGNING. THE TERMS REGARDING THE POSSIBILITY OF DUAL AGENCY ON THE REVERSE SIDE OF THIS AGREEMENT ARE PART OF THIS AGREEMENT. INITIAL HERE: \_\_\_\_\_ TO INDICATE THAT OWNER HAS READ, UNDERSTANDS AND HAS APPROVED THOSE TERMS.**

**VALLEY REALTY**  
West Des Moines, IA 50265  
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**OWNER**

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By: \_\_\_\_\_

## **ADDITIONAL TERMS REGARDING DUAL AGENCY POSSIBILITY**

Owner acknowledges being informed of and understands that, as part of Broker's real estate business, Broker and Broker's associate salespersons often represent potential purchasers/tenants as clients for the purposes of showing real estate and negotiating for the purchase/lease of real estate. Owner desires that Broker market and make the Property available to such purchaser/tenants. Owner understands that in such a situation certain differences or conflicts may arise because both Owner and purchasers/tenants have different interests in the negotiation process.

In consideration of Broker's Agreement to market the Property to potential purchasers/tenants as provided in the Listing Agreement, Owner consents to the possibility of Broker acting as a consensual dual agent for both Owner and purchasers/tenants and agrees that in such circumstances the following provisions shall govern Broker's and Owner's actions:

1. In the event Owner elects to negotiate with a purchaser/tenant that is a client of Broker and/or accepts an offer presented on behalf of such a purchaser/tenant, it is understood that all clients of the Broker, both Owner and purchaser/tenant, as a prerequisite to Broker's acting as dual agent, will be required to confirm, in writing, their election to have Broker act as a consensual dual agent.
2. Broker will not aggressively represent the interests of either Owner or purchaser/tenant to the detriment of the other, Purchaser/tenant and Owner shall primarily negotiate on their own behalf and Broker shall cease to serve as either Owner's or purchaser/tenant's sole and exclusive agent, but will assist both purchaser/tenant and Owner in arriving at the mutually satisfactory close of the transaction.
3. Broker shall not, without the prior express written consent of the Owner, disclose to purchaser/tenant that Owner might accept terms less than those in the Listing Agreement, nor shall Broker, without the prior express written consent of the purchaser/tenant, disclose to Owner that purchaser/tenant may be willing to accept less favorable terms than those indicated in purchaser/tenant's initial offer.
4. Broker shall not disclose to purchaser/tenant or to Owner, personal confidences disclosed to Broker by the other party which might place that party at a disadvantage; provided further that it is understood that Broker must disclose matters required by law, or facts known or reasonable discoverable (such as property condition, defects or other related matters) which affect property value or desirability.

Owner, by initialing on the front side of this Agreement, acknowledges that Owner has read and approved of the foregoing terms, has asked any questions Owner deemed appropriate regarding those terms, and acknowledges receipt of a copy of the Agreement, including these terms.