

Mayor Danny Beyer opened a public hearing at 7:00 pm on the proposed Amendment No. 8 to the Dallas Center Urban Renewal Plan in the City of Dallas Center, Iowa. There were no written comments. Julie Becker spoke. Mayor Beyer closed the public hearing at 7:02 pm.

Mayor Danny Beyer opened a public hearing at 7:02 pm on the proposed Amendment No. 1 to the West Urban Renewal Plan in the City of Dallas Center, Iowa. There were no written comments. Julie Becker spoke. Mayor Beyer closed the public hearing at 7:05 pm.

The Dallas Center City Council met in regular session November 14, 2023, at 7:05 pm. Mayor Beyer called the meeting to order and led the Pledge of Allegiance. Council members present included Amy Strutt, Ryan Coon, Ryan Kluss and Daniel Willrich. Angie Beaudet was absent. Also present were City Administrator Cindy Riesselman, City Attorney Ralph Brown, and City Engineer Bob Veenstra.

Motion by Kluss, 2<sup>nd</sup> by Strutt to approve the agenda. Motion passed 4-0.

### **Public Comments**

Ankeny Sanitation addressed the council about providing sanitation services to the city.  
Julie Becker spoke.

Willrich stated 361 hours of law enforcement service were provided (320 hours are required) which is 11% above the agreement. Fire and EMT responded to 19 calls last month. Motion by Kluss, 2<sup>nd</sup> by Coon to approve consent agenda: [Approve minutes of October 10<sup>th</sup> regular meeting and October 25<sup>th</sup> budget strategy meeting; October Treasurer's Report, Balance Sheet, and Budget Report; October Law Enforcement, Fire/Rescue, Compliance and Water Reports; Approve reappointment of Mark Hersch to the E911 Board; Approve reappointment of Mike Howell as an alternate to the E911 Board; Approve reappointment of Mark Hersch as the Mayor's alternate to the Dallas County Emergency Management Board; Approve Seasonal Fun Committee's request for street closing on December 2, 2023; Action to approve Johnny Wagner as a fire department volunteer effective November 15, 2023, pending background check; Action to approve Ian Wirth as a fire department volunteer effective November 15, 2023, pending background check; Action to approve Terry Curtis as a fire department volunteer effective November 15, 2023, pending background check; Action to approve Clyde Bennett as a fire department volunteer effective November 15, 2023, pending background check; Action to approve sidewalk reimbursement for 1607 Laurel in the amount of \$88; Action to approve quote from Sandry Fire Supply in an amount not to exceed \$10,500 for turnout gear; Action to approve hiring Darla MacConnell as a seasonal ice-skating rink operator at \$13.00/hr effective November 15, 2023; Approve invoices for payment (review committee Willrich & Strutt)] Motion passed 4-0.

### **Parks and Recreation Board**

Motion by Coon, 2<sup>nd</sup> by Strutt to approve the quote from Xtreme Tree in the amount of \$1,830 for tree stump removal. Motion passed 4-0

Motion by Coon, 2<sup>nd</sup> by Strutt to approve the quote from McCauley Construction LLC in the amount of \$3,850 to remove and replace shelving in the Roller Skate Shed. Motion passed 4-0.

Motion by Coon, 2<sup>nd</sup> by Kluss to approve application for the Trees Please grant. Motion passed 4-0.

Motion by Coon, 2<sup>nd</sup> by Strutt to add purchasing signage for Basketball Court and Pocket Park to the December agenda. Motion passed 4-0.

Motion by Willrich, 2<sup>nd</sup> by Kluss on Resolution 2023-87 – approving contract with TruGreen Commercial. Roll call all ayes, motion passed.

### **Public Works**

Assistant Public Works Director Brett Kaszinski reported that the Public Works Department has completed the following tasks: a new memory card was purchased, and dialer was reprogrammed at the water reservoir; Cement work was completed to repair an area of the RRVT trail; cement has been poured at the salt building and

construction has started; getting everything ready for winter by doing clean up and sweeping of the streets; and water main repair.

**Amendment No. 8 to the Dallas Center Urban Renewal Plan (adding territory to facilitate the construction of the Northeast Sewer Project, including the lift station)**

Mayor Beyer reached out to the Superintendent as well as the Board of Supervisors; however, no one attended the consultation meeting. City Engineer Veenstra provided an update on Amendment No. 8 to the Dallas Center Urban Renewal Plan. Veenstra mentioned that Skye View Estates plans to start development in the spring.

Motion by Coon, 2<sup>nd</sup> by Kluss on Resolution 2023-75 – adopting Amendment No. 8 to the Dallas Center Urban Renewal Plan. Roll call all ayes, motion passed.

Motion by Kluss, 2<sup>nd</sup> by Coon on Ordinance No. 597 – amending City Code Chapter 9 (Urban Renewal Area) by adding the area included in Amendment No. 8 to the Dallas Center Urban Renewal Plan, first reading. Roll call all ayes, motion passed.

Motion by Kluss, 2<sup>nd</sup> by Coon to waive the 2<sup>nd</sup> and 3<sup>rd</sup> readings, making the ordinance effective upon publication. Roll call all ayes, motion passed.

**Amendment No. 1 to the West Urban Renewal Plan (increasing the maximum dollar amount of costs to support the urban renewal project)**

Mayor Beyer reached out to the Superintendent as well as the Board of Supervisors; however, no one attended the consultation meeting. City Engineer Veenstra provided an update on Amendment No. 1 to the West Urban Renewal Plan.

Motion by Kluss, 2<sup>nd</sup> by Strutt on Resolution 2023-76 – adopting Amendment No. 1 to the West Urban Renewal Plan. Roll call all ayes, motion passed.

Motion by Kluss, 2<sup>nd</sup> by Coon Not to Exceed \$2,500,000 General Obligation Capital Loan Notes (Cross Developments Street Improvements). Roll call all ayes, motion passed.

Motion by Kluss, 2<sup>nd</sup> by Coon to approve Bond Counsel Engagement Agreement with Ahlers & Cooney, P.C. and to authorize the Mayor to sign the Agreement. Motion passed 4-0

Motion by Coon, 2<sup>nd</sup> by Strutt on Resolution 2023-86 – fixing a date for a meeting on the proposition to authorize a Loan Agreement and the Issuance of Notes to evidence the obligations of the City thereunder – 7 p.m. on December 12, 2023. Roll call all ayes, motion passed.

**Cross Developments Street Improvements – Engineer's Report**

Veenstra and Kimm are working on the design for this project and surveying has been completed. City Engineer Veenstra is hopeful to bid project in February to get an estimate in place for financing.

**Dallas Center Outdoor Community Swimming Pool Construction Project – Engineer's Report**

We are in a holding pattern as we wait for Water's Edge to get approval on the slides from the State of Iowa.

**Cross Developments**

The Council discussed the gravel parking spaces currently in place in the Cross Developments. The Council agreed to send letters to current violators and give residents 2 years from the date of the letter to bring their driveway into compliance. Motion by Coon, 2<sup>nd</sup> by Kluss to send letters to non-conforming residents in the Cross Country District. Motion passed, 4-0.

Motion by Kluss, 2<sup>nd</sup> by Strutt on Ordinance No. 595 – amending Section 100.13 of the Code of Ordinances by amending the original amount of the connection fee for the **Fair View Drive Sanitary Sewer Connection Fee District**, first reading. Roll call all ayes, motion passed. Motion by Kluss, 2<sup>nd</sup> by Coon to waive the 2<sup>nd</sup> and 3<sup>rd</sup> readings, making the ordinance effective upon publication. Roll call all ayes, motion passed.

Motion by Coon, 2<sup>nd</sup> by Strutt on Ordinance No. 596 - amending Section 91.09 of the Code of Ordinances by increasing the **costs of irrigation meters**, first reading. Roll call all ayes, motion passed. Motion by Coon, 2<sup>nd</sup> by Kluss to waive the 2<sup>nd</sup> and 3<sup>rd</sup> readings, making the ordinance effective upon publication. Roll call all ayes, motion passed.

Motion by Kluss, 2<sup>nd</sup> by Coon on Ordinance No. 598 – amending Section 63.04(1) of the Code of Ordinances by **decreasing the speed limit on a portion of Highway 44**, also known as Sugar Grove Avenue, from 50 to 45 miles per hour, first reading. Roll call, Ayes-Coon, Kluss & Strutt. Willrich abstained from the vote. Motion by Kluss, 2<sup>nd</sup> by Coon to waive the 2<sup>nd</sup> and 3<sup>rd</sup> readings, making the ordinance effective upon publication. Roll call, Ayes-Coon, Kluss & Strutt. Willrich abstained from the vote.

### **Annual TIF Reports**

City Administrator Reisselman reviewed annual reports.

Motion by Kluss, 2<sup>nd</sup> by Coon on Resolution 2023-77 – authorizing the creation of an internal loan in the amount of \$94,000 from the Sewer Fund to the Capital Improvement-Lift Station Project Fund and authorizing and creating TIF indebtedness for such internal loan. Roll call all ayes, motion passed.

Motion by Coon, 2<sup>nd</sup> by Strutt on Resolution 2023-78– authorizing and creating TIF indebtedness in the Dallas Center Urban Renewal Area. Roll call all ayes, motion passed.

Motion by Coon, 2<sup>nd</sup> by Kluss to establish TIF revenue request for FY 2024-2025 in the Dallas Center Urban Renewal Area in the amount of \$150,000. Motion passed 4-0

Motion by Strutt, 2<sup>nd</sup> by Willrich on Resolution 2023-79 – authorizing the creation of an internal loan in the amount of \$102,724 from the General Fund to the Capital Improvement-Cross Developments Street Improvements Project Fund and authorizing and creating TIF indebtedness for such internal loan. Roll call all ayes, motion passed.

Motion by Kluss, 2<sup>nd</sup> by Coon on Resolution 2023-80 – authorizing and creating TIF indebtedness in the West Urban Renewal Area. Roll call all ayes, motion passed.

Motion by Kluss, 2<sup>nd</sup> by Coon to establish TIF revenue request for FY 2024-2025 for all available revenue in the West Urban Renewal Area. Motion passed 4-0

Motion by Coon, 2<sup>nd</sup> by Willrich on Resolution 2023-81 – approving the 2023 annual urban renewal report to the State of Iowa. Roll call all ayes, motion passed.

### **City Administrator**

Motion by Kluss, 2<sup>nd</sup> by Strutt on Resolution 2023-82 - approving the form of the amended Section 125 Cafeteria Plan (last approved by Resolution 2022-99). Roll call all ayes, motion passed.

Motion by Coon, 2<sup>nd</sup> by Strutt on Resolution 2023-83 – amending Resolution No. 2019-75 by authorizing the Clerk to issue checks for immediate payment for State of Iowa filing and permit fees. Roll call all ayes, motion passed.

Motion by Strutt, 2<sup>nd</sup> by Kluss on Resolution 2023-84 – adopting an updated Record Retention Manual for Iowa Cities as the Record Retention Policy for the City of Dallas Center. Roll call all ayes, motion passed.

Motion by Kluss, 2<sup>nd</sup> by Strutt on Resolution 2023-85 – approving Fiscal Year 2024 fund transfers. Roll call all ayes, motion passed.

Motion by Kluss, 2<sup>nd</sup> by Strutt to approve increased cost of Laserfiche in the amount of \$3,800.00. Motion passed 4-0

Mayor Beyer and Riesselman presented the new options for 2024 health, dental and vision insurance. Motion by Coon, 2<sup>nd</sup> by Kluss to approve switching to Wellmark myBlue Bronze HDHP for health insurance with \$7,500/\$15,000 deductibles, keeping the current employee HSA contribution amounts, adding a partial self-funding component (single funded down to \$3,200 and family funded down to \$6,400), keeping Delta Dental and adding Delta Vision insurance. Motion passed 4-0

Motion by Coon, 2<sup>nd</sup> by Strutt to designate Tyler Christensen with AssuredPartners as the City's exclusive agent and broker for all employee insurance policies. Motion passed 4-0.

The meeting adjourned at 8:04 pm.

Shellie Schaben, City Clerk

## CLAIMS

A King's Throne, LLC	Oct Serv	\$730.00
Access Systems Leasing	Copier Lease	\$854.41
Access Systems	Maint Contract	\$48.53
ACCO	Chemicals	\$609.84
Aetna Behavioral Health, LLC	4th Qtr EAP	\$26.28
AgSource Coop Services	Tests	\$1,272.70
Baker & Taylor Co.	Books	\$555.89
Bay Bridge Administrators	Insurance	\$100.42
Brown, Fagen & Rouse	Nov Retainer	\$3,010.68
Central Iowa Mechanical	HVAC	\$484.50
Centurylink	Oct Serv	\$57.47
Centurylink	Oct Serv	\$655.18
CJ Cooper & Associates	Fees	\$315.00
Core & Main	Oct Serv	\$685.00
Culligan Water System	Nov Serv	\$12.56
Dallas County Local Housing Trust	23/24 Local Housing Trust	\$1,901.00
Dallas County Treasurer	Oct Serv	\$18,924.51
Delta Dental	Insurance	\$41.65
Delta Dental	Insurance	\$701.33
Digital Stew Services	Oct Serv	\$348.25
EFTPS	Taxes	\$4,613.98
EFTPS	Taxes	\$4,883.41
EFTPS	Taxes	\$4,710.08
Electric Pump	PLC Install	\$1,295.00
Elite Electric & Utility	Services	\$11,018.34
Fire Service Training Bureau	Fees	\$250.00
Gatehouse- Db Iowa Holdings	Publications	\$222.60
Gatehouse- Db Iowa Holdings	Publications	\$430.20
Grimes Asphalt and Paving Corp	23/24 Street Overlay	\$304,301.50
Heartland Co-Op	Oct Serv	\$1,330.29
Hickle, Shayleen	Reimbursement	\$88.00
HSA Cory, Rochelle	HSA	\$100.00
HSA Nolte, Cristian	HSA	\$50.00
HSA Riesselman, Cindy	HSA	\$329.00
HSA Schaben, Michele	HSA	\$412.50
HSA Scrivner, April	HAS	\$50.00
HSA Slaughter, Brian	HAS	\$300.00
HSA Tiffany, Joshua	HAS	\$100.00
Iowa Dept of Public Health	Fees	\$250.00
Iowa One Call	Sept Serv	\$53.10
Iowa Rural Water Association	Dues	\$355.00
IPERS	IPERS	\$6,403.74
Iron Mountain	Oct Serv	\$108.01
Karen McCleary	Oct Serv	\$675.00
Kinman Glass	Services	\$287.54
Leaf	Copier Contract	\$165.81

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Eddie Leedom	Oct Serv	\$849.78
Linde Gas & Equipment Inc.	Oct Serv	\$41.44
Logan Contractors Supply Inc	Supplies	\$213.26
Manatts	Concrete	\$6,957.00
Menards	Supplies	\$667.87
Merritt Company	Supplies	\$81.82
MidAmerican Energy	Services	\$381.67
MidAmerican Energy	Nov Serv	\$5,757.75
Minburn Communications	Oct Serv	\$54.99
Mosquito Control of Iowa	Spraying	\$8,335.00
Municipal Supply Inc	Supplies	\$1,946.22
Nationwide Retirement Solutions	Deferred Comp	\$225.00
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O'Halloran International, Inc.	Services	\$9.75
ODP Business Solutions LLC	Supplies	\$92.00
Otis Elevator Company	Maintenance	\$713.16
Rhinehart Excavating, Inc	Supplies	\$1,038.48
Cindy Riesselman	Reimbursement	\$159.17
Treasurer - State of Iowa	Taxes	\$1,097.19
Treasurer - State of Iowa	Taxes	\$2,307.13
Sandry Fire Supply	Repairs	\$1,522.00
Schaben, Shellie	Reimbursement	\$201.99
April Scrivner	Reimbursement	\$66.81
Simmering-Cory/Iowa Codification	Services	\$591.00
South Dallas County Landfill	Settlement Agreement	\$2,195.00
State Hygienic Laboratory	Testing	\$207.00
Sun Concrete Pumping	Repair	\$735.00
Trionfo Solutions LLC	Insurance	\$49.92
Trionfo Solutions LLC	Insurance	\$87.32
TruGreen And Action Pest Control	Services	\$3,885.90
UMB Bank NA	Bond Fees	\$600.00
UHS Premium Billing	Insurance	\$599.96
UHS Premium Billing	Insurance	\$11,693.79
Unplugged Wireless	Equipment	\$3,230.00
USA Blue Book	Testing	\$716.85
Veenstra & Kimm	Fees	\$8,235.14
Verizon Wireless	Oct Serv	\$280.07
Victor Stanley	Benches	\$14,533.00
Treasurer - State of Iowa	Taxes	\$1,330.17
HealthEquity, Inc.	Fees	\$485.00
Waste Management	Oct Serv	\$22,867.03
Waters Edge Aquatic Design	Pool C/A Services	\$1,700.00
Wells Fargo	Books	\$1,425.91
Ziegler Inc	Repairs	\$53.44

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Accounts Payable Total \$482,955.09

General	\$115,438.00
Capital Improvement	\$3,915.00
RUT	\$281,645.00
T&A(EB)	\$12,402.28
Burnett Project	\$18,000.00
Debt Service	\$600.00
CAP Improve Pool	\$6,590.32
CAP Improve Cross Streets	\$1,704.14
Water	\$25,966.24
Water Capital Outlay	\$560.00
Sewer	\$15,304.59
Storm District	\$829.52
Total Funds	<u>\$482,955.09</u>

## REVENUES

General Total	\$394,373.97
T&A (FT) Total	\$48.44
T&A(SC) Total	\$10.41
Capital Improvement Total	\$597.13
T&A(SL) Total	\$1,020.67
Rut Total	\$21,829.15
T&A (EB) Total	\$42,953.09
Emergency Levy Fund Total	\$10,661.93
Local Option Sales Tax Total	\$40,681.64
TIF Total	\$85,559.68
Trees Total	\$41.80
Burnett Project Total	\$77.86
Debt Service Total	\$95,774.21
T&A (B) Total	\$8.48
T&A (Y) Total	\$5.04
Water Total	\$53,666.20
Sewer Total	\$44,110.07
Storm District Total	\$5,367.58
Drainage District 76 Total	<u>\$1,119.54</u>
Total Revenue by Fund	\$797,906.89