

**AGENDA**  
**Dallas Center City Council**  
**October 29, 2019 –7:00 pm – Memorial Hall**

**PUBLIC HEARING** – on the matter of the adoption of plans, specifications, form of contract and estimate of cost for the construction of the Wastewater Treatment Facility Improvements

1. Roll call
2. Action to approve agenda
3. Wastewater Treatment Facility Improvements
  - a. Engineer's Report
  - b. Action on Resolution 2019-48 – adopting plans, specifications, form of contract and estimate of costs
  - c. Consideration of construction bids
  - d. Action on Resolution 2019-49 – making award of construction contract
  - e. Action on Resolution 2019-50 – approving construction contract and bond [subject to approval of the City Attorney]
4. Request from CenturyLink QC for Easement Agreement on a portion of Trail property – action on Resolution 2019-51 – proposing to dispose of certain City property by way of an Easement Agreement and setting a public hearing thereon for 7 p.m. on November 12, 2019
5. Action to approve Healthy Hometown Initiative grant application (no city match)
6. Action to approve payment to Region XII COG for Housing Summit in the amount of \$75.00
7. Reminder of meeting with Piper Jaffray on October 31, 2019 at 7:30 pm
8. Adjournment

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)

October 25, 2019

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

DALLAS CENTER, IOWA  
WASTEWATER TREATMENT FACILITY IMPROVEMENTS  
RECEIPT OF BIDS

The City of Dallas Center received bids until 11:00 A.M. on October 22, 2019 for the Wastewater Treatment Facility Improvements project. A total of three bids were received as follows:

C.L. Carroll Co., Inc.	\$4,296,000
Synergy Contracting, LLC	\$4,902,800
Woodruff Construction, LLC	\$4,915,530

The low bidder on the project was C.L. Carroll Co., Inc. of Des Moines, Iowa with its bid in the amount of \$4,296,000.

The engineer's estimate of cost was \$3,200,000. The prices for wastewater treatment facility projects have been running high over the last several years due to the large number of projects being constructed in comparison to the available contractor resources. The writer indicated that in recent months there appeared to be a trend toward more favorable pricing, but that trend has been very irregular.

The City is under a compliance schedule in its NPDES permit to complete construction of the project by the end of calendar year 2020. Rejecting bids and rebidding the project would probably not allow the project to be completed before the compliance date. The Iowa Department of Natural Resources will in some instances extend the completion date if bid prices are considered excessive. One of the primary factors in that evaluation is the impact on sewer user charge rates.

Cindy Riesselman  
October 25, 2019  
Page 2

Based on the bids received there are two separate evaluations ongoing. One evaluation is to discuss with the low bidder whether there are any changes to the project that can be identified that would reduce the overall cost of the project. The second evaluation is to look at the options for financing the project and impact on sewer user charge rates.

As of October 25, 2019 these two evaluations have not been completed. It is possible the evaluations will be completed prior to the Council meeting on October 29, 2019. However, that does not appear likely. The City is not required to act on the bids received at its meeting on October 29, 2019. The writer would recommend the City Council proceed with the public hearing and adoption of the resolution approving the plans, specifications, form of contract and estimate of cost. If the evaluations of project costs and financing options are not complete or if the City Council is not prepared to move forward with the project based on information available at the time of the City Council meeting on October 29, 2019 it is recommended the City receive and file bids and defer action on the resolutions awarding contract and approving the contract and bond. It is suggested these two resolutions remain on the agenda to allow the City Council the option to consider one or both of the resolutions in the event it is prepared to do so at the meeting on October 29, 2019.

If you have any questions or comments concerning the project, please contact the writer at 225-8000, or at [bveenstra@v-k.net](mailto:bveenstra@v-k.net).

VEENSTRA & KIMM, INC.



H. R. Veenstra Jr.

HRVJr:paj  
212162  
Enclosure  
cc: Ralph Brown - w/enclosure

**BID TABULATION  
DALLAS CENTER, IOWA  
WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT**

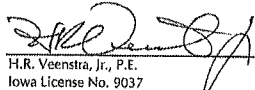
Construct Wastewater Treatment Plant Improvements for the following unit and lump sum prices:				C.L. Carroll Co., Inc. 3623 6th Avenue Des Moines, IA 50313		Synergy Contracting, LLC 1120 2nd Street NE Bondurant, IA 50035		Woodruff Construction, LLC 1920 Philadelphia Street Suite 102 Ames, IA 50010	
1. Base Bid:				UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE
Furnish all labor, equipment, and materials necessary for excavation, backfill and sitework, submerged attached growth reactor cells, reinforced concrete structures, aeration equipment, influent screw pump equipment, UV disinfection equipment, lagoon aeration system, manholes, lagoon piping, valves, electrical work including conduit, cables, wiring, motor controls, starts, switches, fixtures, and controls, sanitary sewers, manholes and miscellaneous associated work, including cleanup, for the lump sum price of:				\$ xxxxxx	\$ 4,161,000.00	\$ xxxxxx	\$ 4,760,000.00	\$ xxxxxx	\$ 4,779,530.00
<b>TOTAL BASE BID</b>				<b>\$4,161,000.00</b>		<b>\$4,760,000.00</b>		<b>\$4,779,530.00</b>	

ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE
2.1	Biosolid Removal and Disposal	Dry Ton	800	\$ 168.75	\$ 135,000.00	\$ 178.50	\$ 142,800.00	\$ 170.00	\$ 136,000.00
<b>TOTAL ITEM 2.1 PLUS BASE BID</b>				<b>\$4,296,000.00</b>		<b>\$4,902,800.00</b>		<b>\$4,915,530.00</b>	

SECTION No.	NUMBER	ITEMS	Contractor		Contractor		Contractor	
			Manufacturer	Installed Price	Manufacturer	Installed Price	Manufacturer	Installed Price
(1)	11340	Screw Pumps (2) BASE BID ITEM	Lakeside Schreiber	\$ 200,000.00	Lakeside Schreiber	\$ 125,000.00	Lakeside Schreiber	\$ 120,000.00
		Alternate Items	(a) _____ (b) _____ (c) _____		(a) _____ (b) _____ (c) _____		(a) _____ (b) _____ (c) _____	
(2)	11368 (1)	Ultraviolet Disinfection Equipment BASE BID ITEM	Trojan	\$ 250,000.00	Trojan	\$ 145,000.00	Trojan	\$ 157,700.00
		Alternate Items	(a) _____ (b) _____ (c) _____		(a) _____ (b) _____ (c) _____		(a) _____ (b) _____ (c) _____	
(3)	16620	Standby Generator System (1) BASE BID ITEM	Caterpillar Cummins/Onan Kohler	\$ 50,000.00	Caterpillar Cummins/Onan Kohler	\$ 45,000.00	Caterpillar Cummins/Onan Kohler	\$ 52,000.00
		Alternate Items	(a) _____ (b) _____ (c) _____		(a) _____ (b) _____ (c) _____		(a) _____ (b) _____ (c) _____	
(4)	17100	Process Control and Instrumentation System BASE BID ITEM	Jetco	\$ 186,250.00	Jetco	\$ 190,000.00	Jetco	\$ 195,000.00
		Alternate Items	(a) _____ (b) _____ (c) _____		(a) _____ (b) _____ (c) _____		(a) _____ (b) _____ (c) _____	

I hereby certify that this is a true tabulation of bids received on October 22, 2019 by the City of Dallas Center, Iowa.

  
H.R. Veenstra, Jr., P.E.  
Iowa License No. 9037  
My license renewal date is December 31, 2020



Council Member \_\_\_\_\_ introduced the following Resolution entitled "RESOLUTION ADOPTING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COST FOR THE WASTEWATER TREATMENT FACILITY IMPROVEMENTS", and moved that the same be adopted. Council Member \_\_\_\_\_ seconded the motion to adopt. The roll was called, and the vote was:

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

\_\_\_\_\_

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

Whereupon, the Mayor declared the following Resolution duly adopted:

*RESOLUTION 2019-48*  
RESOLUTION ADOPTING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COST FOR THE WASTEWATER TREATMENT FACILITY IMPROVEMENTS

WHEREAS, on the 12<sup>th</sup> day of September, 2019, plans, specifications, form of contract and estimate of cost were filed with the Clerk for the construction of certain public improvements described in general as the Wastewater Treatment Facility Improvements; and

WHEREAS, notice of hearing on plans, specifications, form of contract and estimate of cost for the public improvements was published as required by law.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS CENTER, STATE OF IOWA:

Section 1. That the plans, specifications, form of contract and estimate of cost are hereby approved as the plans, specifications, form of contract and estimate of cost for the public improvements, as described in the preamble of this Resolution.

PASSED AND APPROVED this 29th day of October, 2019.

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Mayor

ATTEST:

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City Clerk

ORIGINAL

Report of Opening of Construction Bids

A public meeting was held at 11:00 A.M., on October 22, 2019, at the City Hall, 1502 Walnut Street, Dallas Center, Iowa, presided over by the City Clerk of the City of Dallas Center, State of Iowa.

Present were:

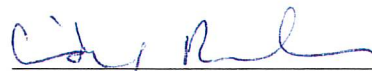
City Engineer H.R. Veenstra, Jr., City Clerk Cindy Riesselman,  
and representatives of bidders

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The City Clerk thereupon announced that a purpose of this meeting was to receive, open and tabulate bids for the construction of the Wastewater Treatment Facility Improvements, in accordance with the plans and specifications heretofore filed with the Clerk. The following bids were thereupon received, opened, inspected and tabulated, to-wit:

<u>Name and Address of Bidder</u>	<u>Amount of Bid</u>
C.L. Carroll Co., Inc. of Des Moines	\$ 4,296,000
Synergy Contracting, LLC of Bondurant	\$ 4,902,800
Woodruff Construction, LLC of Ames	\$ 4,915,530

Whereupon the City Clerk declared that all bids have been received and that the City Council will consider and act on the bids at its meeting as provided in the notice to bidders heretofore posted.

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

Council Member \_\_\_\_\_ introduced the following Resolution entitled "RESOLUTION MAKING AWARD OF CONSTRUCTION CONTRACT FOR THE WASTEWATER TREATMENT FACILITY IMPROVEMENTS", and moved:

Options

- that the Resolution be adopted.
- ADJOURN to permit the Engineer to review and make recommendation on said bids, therefore defer action on the Resolution to the meeting to be held at \_\_\_\_\_ .M. on \_\_\_\_\_, 2019, at this place.

Council Member \_\_\_\_\_ seconded the motion to adopt. The roll was called, and the vote was:

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

\_\_\_\_\_

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

Whereupon, the Mayor declared the following Resolution duly adopted:

*RESOLUTION 2019-49*

RESOLUTION MAKING AWARD OF CONSTRUCTION CONTRACT FOR THE WASTEWATER TREATMENT FACILITY IMPROVEMENTS

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS CENTER, STATE OF IOWA:

Section 1. That the following bid for the construction of certain public improvements described in general as the Wastewater Treatment Facility Improvements, described in the plans and specifications heretofore adopted by this Council on October 29, 2019, be and is hereby accepted, the same being the lowest responsive, responsible bid received for such work, as follows:

Contractor: \_\_\_\_\_ of \_\_\_\_\_

Amount of bid: \_\_\_\_\_

Portion of project: All construction work



Section 2. That the Mayor and Clerk are hereby directed to execute the contract with the contractor for the construction of the public improvements, such contract not to be binding on the City until approved by this Council.

PASSED AND APPROVED this 29th day of October, 2019.

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Mayor

ATTEST:

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City Clerk

## RESOLUTION NO. 2019-51

### A RESOLUTION PROPOSING TO DISPOSE OF A CERTAIN PORTION OF THE RIGHT-OF-WAY IN THE RACCOON RIVER VALLEY TRAIL IN THE CITY OF DALLAS CENTER, IOWA, BY AN EASEMENT AGREEMENT TO QWEST CORPORATION D/B/A CENTURY LINK QC FOR COMMUNICATIONS PURPOSES

**WHEREAS**, Qwest Corporation d/b/a CenturyLink QC, a Colorado company, has requested that the City grant it an easement over a portion of the right-of-way of the Raccoon River Valley Trail for communications purposes; and

**WHEREAS**, the legal description of the Easement Tract is as follows:

The Easement Tract is located within a Part of the former Railroad Right-of-Way in the Southeast  $\frac{1}{4}$ , the Northeast  $\frac{1}{4}$ , and the Northwest  $\frac{1}{4}$  of Section 2, Township 79 North, Range 27 West of the 5<sup>th</sup> P.M., City of Dallas Center, Dallas County, State of Iowa, within and across a tract of land known as Parcel ID 1102100004 and described in the Dallas County, Iowa Office of the Recorder in Book 2009, Page 2060.

The Easement Tract is a strip of land 10 feet wide being five feet on each side of the centerline of the cable facilities as installed ("Centerline"). Notwithstanding the approximate description of the easement Tract herein, the actual location of the cable facilities as installed will control to determine the length and Centerline of the Easement Tract. Should the Centerline of the Easement Tract intersect the perimeter boundary of the Property, the sidelines of the Easement Tract shall extend to the said perimeter boundary.

; and

**WHEREAS**, the Council has determined that it would be appropriate to grant the easement request, and

**WHEREAS**, the Council proposes to grant the easement request to Qwest Corporation d/b/a CenturyLink QC, a Colorado company, for the sum of one dollar (\$1).

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Dallas Center, Iowa, the following proposal will be considered by the Council at a Public Hearing at 7:00 p.m. on November 12, 2019:

That the City Council of the City of Dallas Center, Iowa, grant an easement the following described real estate:

The Easement Tract is located within a Part of the former Railroad Right-of-Way in the Southeast  $\frac{1}{4}$ , the Northeast  $\frac{1}{4}$ , and the Northwest  $\frac{1}{4}$  of Section 2, Township 79 North, Range 27 West of the 5<sup>th</sup> P.M., City of Dallas Center, Dallas County, State of Iowa, within and across a tract of land known as Parcel ID 1102100004 and described in the Dallas County, Iowa Office of the Recorder in Book 2009, Page 2060.

The Easement Tract is a strip of land 10 feet wide being five feet on each side of the centerline of the cable facilities as installed ("Centerline"). Notwithstanding the approximate description of the easement Tract herein, the actual location of the cable facilities as installed will control to determine the length and Centerline of the Easement Tract. Should the Centerline of the Easement Tract intersect the perimeter boundary of the Property, the sidelines of the Easement Tract shall extend to the said perimeter boundary.

to Qwest Corporation d/b/a CenturyLink QC, a Colorado company, for the sum of one dollar (\$1.00), and that the conveyance shall be in the form of an Easement Agreement. The purpose of this easement is for communications purposes.

**BE IT FURTHER RESOLVED** by the City Council of the City of Dallas Center, Iowa, that the Council will consider the foregoing proposal at a Public Hearing at 7:00 p.m. on November 12, 2019, at the Dallas Center Memorial Hall at 1502 Walnut Street, Dallas Center, Iowa.

Passed, approved and adopted by the City Council of the City of Dallas Center, Iowa, on this 29<sup>th</sup> day of October, 2019.

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Michael A. Kidd, Mayor

ATTEST:

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Cindy Riesselman, City Clerk

Prepared by: Zach Palmer  
CenturyLink  
14111 Capital Blvd.  
Wake Forest, NC 27587  
919-435-7206

After recording please return to:

Zach Palmer  
809 Silver Linden Lane  
Wake Forest, NC 27587

**RECORDING INFORMATION ABOVE**

**EASEMENT AGREEMENT**

The undersigned *City of Dallas Center, Iowa*, a municipal corporation situated in Dallas County, Iowa ("Grantor"), whose address is P.O Box 396, Dallas Center, IA 50263, for good and valuable consideration, the receipt and sufficiency of which are acknowledged, hereby grants and conveys to *Qwest Corporation d/b/a CenturyLink QC, a Colorado company* its successors, assigns, lessees, licensees, agents and affiliates ("Grantee"), having an address of 100 CenturyLink Drive, Monroe, Louisiana 71203, Attn: Construction Service, a perpetual, non-exclusive easement ("Easement") to construct, operate, maintain, repair, expand, replace and remove a communication system that Grantee from time to time may require, consisting of but not limited to, cables, wires, conduits, manholes, drains, splicing boxes, vaults, surface location markers and cables, and other facilities and structures, including utility service if required to operate such system, facilities and structures (collectively, the "Facilities") over, under and across the following property located in the County of Dallas, State of Iowa which Grantor owns ("Easement Tract"):

SEE THE DESCRIPTION SET FORTH ON **EXHIBIT A** ATTACHED TO, AND BY THIS REFERENCE MADE A PART OF, THIS AGREEMENT

Grantor further grants and conveys to Grantee the following incidental rights:

- (1) The right of ingress and egress over and across Grantor's lands to and from the Easement Tract; and
- (2) The right to clear all trees, roots, brush and other obstructions that interfere with Grantee's use and enjoyment of the Easement Tract.

Grantor reserves the right to use and enjoy the Easement Tract so long as Grantor's use does not materially interfere with the rights granted in this Easement Agreement. Grantor will not erect

any structure or plant trees or other vegetation within the Easement Tract and will not alter the surface or subsurface of the Easement Tract or the ground immediately adjacent to the Easement Tract by grading or otherwise excavating, without Grantee's written consent.

Grantor warrants that Grantor is the owner of the Easement Tract and will defend title to the Easement Tract against all claims. Grantee will have no responsibility for environmental contamination unless caused by Grantee

The rights, conditions and provisions of this Easement Agreement will run with the land and will inure to the benefit of and be binding upon Grantor and Grantee and their respective successors and assigns.

Signed by Grantor this \_\_\_\_ day of \_\_\_\_\_, 2019

**GRANTOR: *City of Dallas Center, Iowa***  
a municipal corporation

BY: \_\_\_\_\_  
(Michael A. Kidd, Mayor)

ATTEST: \_\_\_\_\_  
Cindy Riesselman, City Clerk

STATE OF IOWA

COUNTY OF DALLAS

CITY /MAYOR  
ACKNOWLEDGEMENT

This is to certify that on the \_\_\_\_\_ day of \_\_\_\_\_, 2019, before me personally came Cindy Riesselman, with whom I am personally acquainted, who, being by me duly sworn, says that she is the City Clerk and Michael A. Kidd is the City Mayor of the City of Dallas Center, Iowa, the municipal corporation described in and which voluntarily executed the foregoing; that she knows the corporate seal of said municipal corporation; that the seal affixed to the foregoing instrument is said corporate seal, and the name of the municipal corporation was subscribed thereto by the City Clerk and that the said corporate seal was affixed, all by order of the governing body of said municipal corporation, and that the said instrument is the act and deed of said municipal corporation.

WITNESS my hand and official stamp or seal, this the \_\_\_\_\_ day of \_\_\_\_\_, 2019.

(SEAL)

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

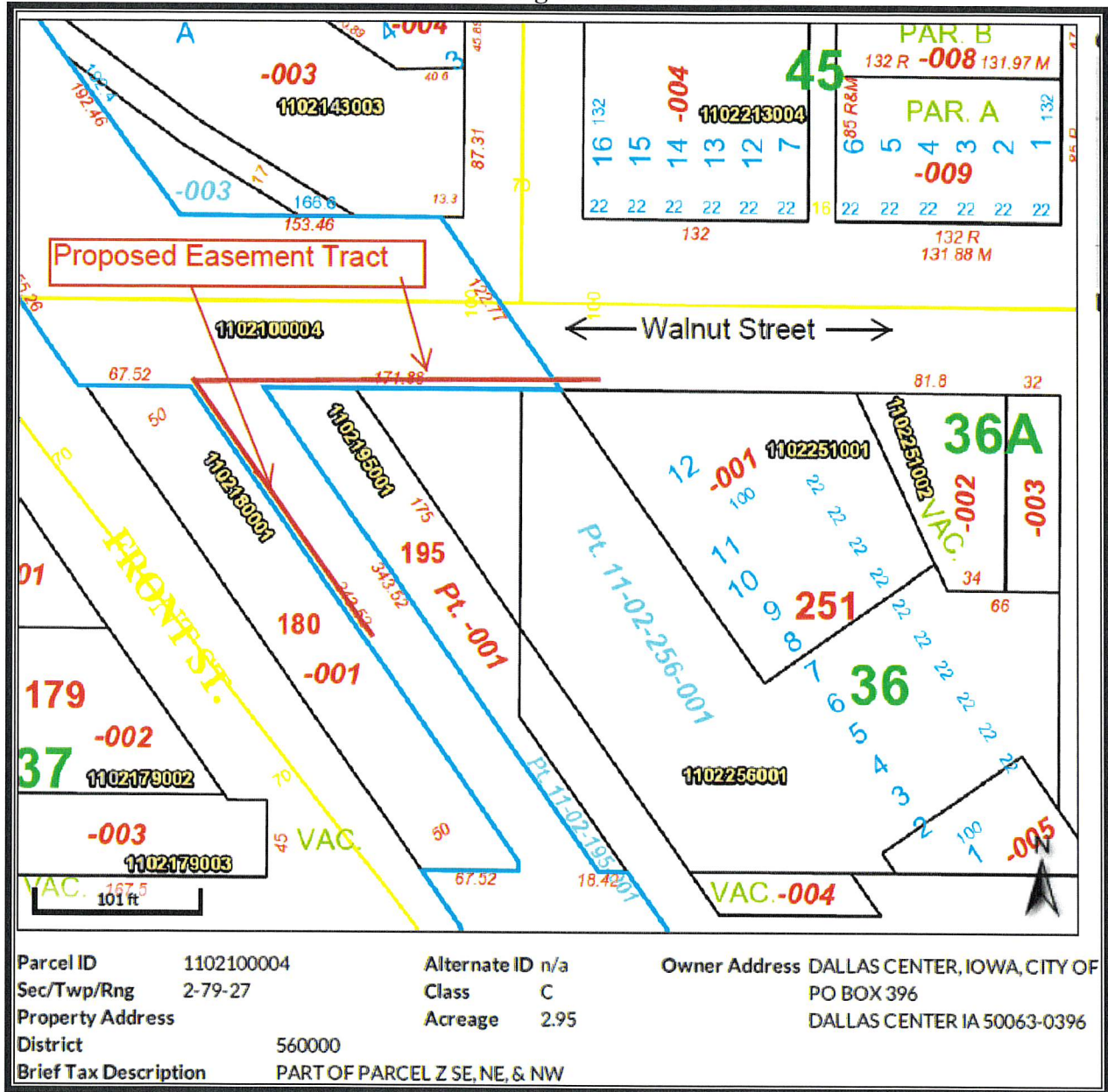
## **EXHIBIT A TO EASEMENT AGREEMENT**

### **Legal Description of Easement Tract**

The Easement Tract is located within a Part of the former Railroad Right-of-Way in the Southeast  $\frac{1}{4}$ , the Northeast  $\frac{1}{4}$  and the Northwest  $\frac{1}{4}$  of Section 2, Township 79 North, Range 27 West of the 5<sup>th</sup> P.M., City of Dallas Center, Dallas County, State of Iowa, within and across a tract of land known as Parcel ID 1102100004 and described in the Dallas County, Iowa Office of the Recorders in Book 2009, Page 2060.

The Easement Tract is a strip of land 10 feet wide being five feet on each side of the centerline of the cable facilities as installed ("Centerline"). Notwithstanding the approximate description of the easement Tract herein, the actual location of the cable facilities as installed will control to determine the length and Centerline of the Easement Tract. Should the Centerline of the Easement Tract intersect the perimeter boundary of the Property, the sidelines of the Easement Tract shall extend to the said perimeter boundary. Easement Tract will be located and not limited to as shown on Exhibit A.

**EXHIBIT A CONTINUED**  
**Sketch or Drawing of Easement Tract**





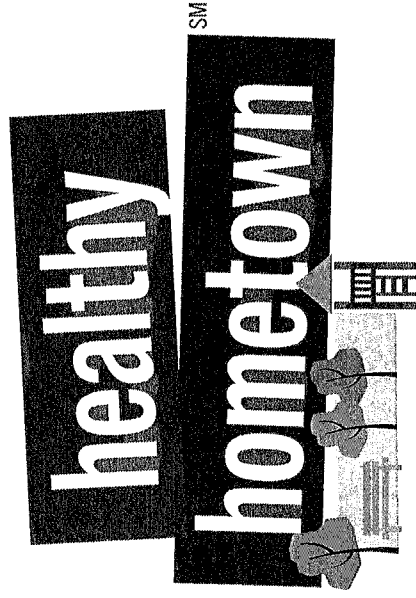
# 2020 HEALTHY HOMETOWN<sup>SM</sup> POWERED BY WELLMARK COMMUNITY AWARD APPLICATION

Thank you for your interest in applying for the 2020 Healthy Hometown<sup>SM</sup> Powered by Wellmark Community Award!

Before completing this application, please review the **Healthy Hometown<sup>SM</sup> Powered by Wellmark tactics reference guide** to familiarize yourself with the types of eligible community initiatives. You will be required to use the tactic names and numbers from this guide on the following application.

To be eligible for award consideration, all tactics (**a minimum of four**) must be implemented between July 1, 2018 and June 30, 2019. Tactics can be newly implemented in the community or they can be existing tactics that have been expanded or enhanced, between July 1, 2018 and June 30, 2019.

If you want to submit more than four tactics, that's great! Just download an additional application.

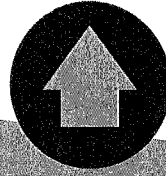


POWERED BY Wellmark<sup>®</sup>




## DEADLINE


Healthy Hometown<sup>SM</sup> Powered by Wellmark Community Award applications will be accepted until 5 p.m. on Tuesday, Nov. 5, 2019.





## APPLICATION TIPS

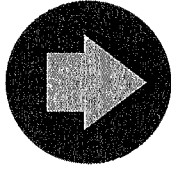
Once you have read through the application instructions, please fill out your contact information on this page and proceed to page three.

 **ATTACHMENTS** — Feel free to email supporting photos or documents that will tell more about your community's work. Just be sure to label the photo or document with the tactic that it matches.

 **CLEAR FORM, START OVER** — By clicking on this button at the bottom of this page, you can clear the entire application and start over.

 **SUBMIT YOUR APPLICATION(S)** — When you are ready to submit your application, please email it to [HealthyHometown@wellmark.com](mailto:HealthyHometown@wellmark.com). The subject line of your email should read: Healthy Hometown<sup>SM</sup> Powered by Wellmark Community Award Application — [your City and/or Organization name]. If you are attaching any supporting documentation, please state which attachment(s) goes with which tactic number. Emails are limited to 35 MB in size. If your attachments exceed this file size, you may send a second email with any additional supporting documentation. Your subject line should read: Healthy Hometown<sup>SM</sup> Powered by Wellmark Community Award Application — [your City and/or Organization name] email #2.

 **QUESTIONS** — If you have questions about the application process, please feel free to contact a Healthy Hometown representative via email at [HealthyHometown@wellmark.com](mailto:HealthyHometown@wellmark.com) or by phone at 515-376-4401.



# START HERE

## CONTACT INFORMATION

Contact name      Robert King

Email

Phone

City/Organization name      Dallas Center/Healthy Hometown Group

Address      1502 Walnut Street

City      Dallas Center

State      Iowa      ZIP      50063

CLEAR FORM, START OVER

**TACTIC 1 NAME**

**USE TACTIC NUMBER FROM THE TACTIC REFERENCE GUIDE.**

What was offered or implemented?

#17 Created a school garden with six irrigated 8' x 30" raised beds

**DETAILED DESCRIPTION**

Describe in detail when this tactic was done and what was developed, changed, enhanced or improved. Where was it done or completed within the community? (2,000 character limit)

The DC Healthy Hometown Group helped Dallas Center Elementary prepare a \$1,500 United Way Community Garden Mini-Grant and submitted it February 18, 2019. The Healthy Hometown's grant writer coordinated planning with the Dallas Center Elementary staff, DC Rotary (DCR), DC Master Gardeners, the DCE-P.T.O., the DC Reading and Service group (DCRS), DC-Grimes Building and Grounds staff, DC Nutrition staff, and the Frog Swale C.S.A. staff.

We received the grant on March 14 and began preparing the mulched surface with irrigation lines to hold six 8' x 30" raised beds that are two feet high. The design work, labor and material assistance was provided by the DC-G Building and Grounds Department, DC Rotary, DC Master Gardeners, Frog Swale Farm, Graham Construction, Read and Serve Book Club, Spurgeon Manor, and the ValleyView Tree Farm. The beds were completed, filled with dirt, irrigation equipment was installed, and the cement pad and outdoor sink were in place by April 25.

The beds were turned over to school students and staff, and the beds were planted by the 4th grade class. The DC Master Gardeners, Healthy Hometown Representatives, and a Girl Scout troop maintained the beds, harvested green beans, squash, radishes, beets, cucumbers, and lettuce during the summer. Carrots, beets, radishes, green beans, lettuce, and kale were planted to be ready to harvest when school started. The school's Chef taught the students to harvest, clean, prepare, and sample the above plus the watermelons, sweet potatoes, tomatoes, dill, basil, the other spices maintained by the Girl Scouts over the summer. The produce was used to supplement school meals and to provide "tasting events."

**SUPPORTING DOCUMENTATION/OTHER**

Include other information, documentation or photos that further explain the initiative and its community impact.

WILL THIS TACTIC INCLUDE ATTACHMENTS? ● YES ○ NO

**IMPACT**

What was the impact to the initiative? Why was it done? What changed or improved? What did you learn? (400 character limit)

This initiative created a working garden for the school. The granting cycle did not allow much to be grown this first spring, but the students did have time to plant a wide variety of plants that were maintained and harvested by the girl scout troop, and then turned over to the school for a bountiful fall harvest. The students helped clean up beds and are looking forward to planting next spring.

**OUTCOME**

What measurable outcomes occurred or were observed as a result of the initiative? Number of people benefited? (400 character limit)

The primary focus was on the 50 members of the 4th grade class last spring and the new class of 50 students this fall. In addition, 12 Girl Scouts and their leader (a school staff member) learned all about weeding, thinning, harvesting, and planting during the summer. We estimate that at least 80 pounds of produce were picked, prepared, and sampled.

**EFFORT**

How was the work accomplished? Who was involved? Explain the degree of effort it took to complete. (400 character limit)

DC-G Building staff dug out the space for the beds and installed the concrete pad and stainless steel sink. Rotary, Master Gardeners, and the Read & Serve teams built and transported the 300 pound beds. Graham Construction laid down the weed cloth, filled the beds with soil, and spread the mulch. The two farms supervised the irrigation installation. School staff took over at that point.

**SUSTAINABILITY**

Is the initiative sustainable? What is in place to ensure it continues into the future? (400 character limit)

This is a very sustainable effort. The Master Gardeners and Rotarians will continue to work with school staff to plan and plant the gardens. The school's Chef is committed to helping students harvest, clean, and prepare the produce and the 4th graders enjoy sampling the products of their efforts.

**TACTIC 2 NAME**

**USE TACTIC NUMBER FROM THE TACTIC REFERENCE GUIDE.**

What was offered or implemented?

#17 Established a pop-up farmers' market with fresh fruit & vegetables

**SUPPORTING DOCUMENTATION/OTHER**

Include other information, documentation or photos that further explain the initiative and its community impact.

WILL THIS TACTIC INCLUDE ATTACHMENTS? ○ YES ● NO

**DETAILED DESCRIPTION**

Describe in detail when this tactic was done and what was developed, changed, enhanced or improved. Where was it done or completed within the community? (2,000 character limit)

The Dallas Center Healthy Hometown group worked in collaboration with the Dallas Center Library and the Hunger Free Dallas County Coalition (HFDC) to bring a wholesale fruit stand to the community monthly. The purpose of the stand was to provide easy access to fresh fruits and vegetables as the grocery options in Dallas Center are limited.

HFDC began the Pop Up Produce program in the fall of 2018 in four communities across Dallas County. Dallas Center was added in January of 2019. The program brings three varieties of fruit and three varieties of vegetables to Dallas Center one day each month to be sold at wholesale or below wholesale costs. Produce is priced so that most residents, regardless of income, can afford it.

The Dallas Center Library hosts the program by providing the space each month and engaging residents to participate through social media and word of mouth. During the winter months, the Pop Up Produce stand is housed within the library. But, in the summer the stand is able to operate on the front lawn.

HFDC has been able to staff the stand through volunteers on their coalition and community members in Dallas Center.

This program is funded through the United Way of Central Iowa.

**IMPACT**

What was the impact to the initiative? Why was it done? What changed or improved? What did you learn? (400 character limit)

Fruit and vegetable consumption in Iowa is 47th in the nation, contributing to many chronic diseases. The goal of this initiative was to increase the access, and consumption of, fresh fruits and vegetables among residents in Dallas Center. The community has progressively embraced the stand over the last year and is one of the top utilizers of the program across the county.

**OUTCOME**

What measurable outcomes occurred or were observed as a result of the initiative? Number of people benefited? (400 character limit)

Between January and August of 2019, 191 visits were made to the Pop Up Produce Stand bringing over 1000lbs of produce into the hands of residents. Dallas Center residents collectively invested \$626.75 in produce and donated \$111.37 to have the stand continue year round.

**EFFORT**

How was the work accomplished? Who was involved? Explain the degree of effort it took to complete. (400 character limit)

HFDC volunteers work with the Dallas Center Library Director to schedule and promote the stand each month. HFDC volunteers purchase the fruits and vegetables from Capital City Greens and transport the produce to Dallas Center using the Waukee Area Christian Services Van. Volunteers then staff the stand at the library and report data back to HFDC.

**SUSTAINABILITY**

Is the initiative sustainable? What is in place to ensure it continues into the future? (400 character limit)

The Hunger Free Dallas County Coalition has received funding through the United Way of Central Iowa. They will complete the investment process application and interviews each year to sustain funding for the Dallas Center Pop Up Produce stand to operate year round.

**TACTIC 3 NAME**

**USE TACTIC NUMBER FROM THE TACTIC REFERENCE GUIDE.**

What was offered or implemented?

#83 Modified existing nicotine-free policies to include e-cigarettes

**DETAILED DESCRIPTION**

Describe in detail when this tactic was done and what was developed, changed, enhanced or improved. Where was it done or completed within the community? (2,000 character limit)

The Dallas Center Healthy Hometown Group began working on the modification of the Tobacco Free Parks policy in January 2019. The Health Department representative reviewed the model policies from the Iowa Department of Public Health and American Lung Association as well as the Dallas Center Code of Ordinances. She then drafted a policy to prohibit the use of tobacco and nicotine products on all city properties, including parks and city facilities.

The drafted policy was presented to the Healthy Hometown Groups City Council representative who took it to the city attorney for revisions. The city council unanimously adopted the policy at their May 2019 meeting.

The Healthy Hometown Groups Health Department representative submitted the approved policy to the Iowa Department of Public Health and the American Lung Association who then provided 30 new metal, Tobacco Free & Nicotine Free signs for all the facilities and parks at no cost.

Cessation education and Quitline Iowa incentives were provided at the Dallas Center Sesquicentennial celebration to assist residents to quit smoking.

**SUPPORTING DOCUMENTATION/OTHER**

Include other information, documentation or photos that further explain the initiative and its community impact.

WILL THIS TACTIC INCLUDE ATTACHMENTS? ● YES ○ NO

**IMPACT**

What was the impact to the initiative? Why was it done? What changed or improved? What did you learn? (400 character limit)

Use of electronic cigarettes and alternative nicotine products has been increasing among youth at an alarming rate. This policy was put into place to assure that the environment in Dallas Center would remain a healthy space for all residents and to discourage the use of these products, especially among youth.

**OUTCOME**

What measurable outcomes occurred or were observed as a result of the initiative? Number of people benefited? (400 character limit)

All 1714 residents of Dallas Center will benefit from the protections in the policy and will be able to enjoy the parks and city facilities without being exposed to second hand vapors. The policy has seen generally positive feedback from residents.

**EFFORT**

How was the work accomplished? Who was involved? Explain the degree of effort it took to complete. (400 character limit)

The Dallas County Health Department worked with the American Lung Association to draft the policy, acquire signage, and provide QuitLine Iowa incentives to residents. The Dallas Center city council reviewed the policy, adopted it, and took ownership of the policy implementation and enforcement.

**SUSTAINABILITY**

Is the initiative sustainable? What is in place to ensure it continues into the future? (400 character limit)

The policy has been officially adopted by the Dallas Center City Council and will remain on the books until the council votes to amend it. All council members, and city leadership, have expressed the desire to maintain the policy as written. The school has also adopted a similar policy to prohibit nicotine products on their properties.

**TACTIC 4 NAME**

USE TACTIC NUMBER FROM THE TACTIC REFERENCE GUIDE.

What was offered or implemented?

#82 Enhance volunteer efforts in the community

**SUPPORTING DOCUMENTATION/OTHER**

Include other information, documentation or photos that further explain the initiative and its community impact.

WILL THIS TACTIC INCLUDE ATTACHMENTS? ○ YES ● NO

**DETAILED DESCRIPTION**

Describe in detail when this tactic was done and what was developed, changed, enhanced or improved. Where was it done or completed within the community? (2,000 character limit)

Sustaining Active Independent Living in Dallas Center (SAILDC) recruited volunteers for the first time this winter to clear snow from sidewalks and driveways of community members who could neither physically complete this task nor afford to hire it done.

The DC-G Middle School offered to release up to eight 6th grade students from the 10-45 A.M. study hall to clear snow from sidewalks and driveways for homes within a four block radius of the school and to clear clogged sidewalks adjacent to the school. Four adult volunteers supervised the students and completed the snow removal from homes beyond the Middle School's four block radius of service. A social service group in town provided \$814 to purchase shovels for the youth and to hire a commercial snow removal service for snow clearing at remote locations after substantial snow falls.

In addition, the 6th grade shovelers cleared the three blocks of sidewalks between the Middle School and Spurgeon Manor to allow teams of Middle School youth to walk to the Manor as part of their "Adopt a Grandparent" program.

At the conclusion of the winter, the show shoveling brigade members were all honored at a school assembly. The school also asked SAILDC if they could support two brigades this coming winter and the school has offered a van to take one brigade out to the more remote homes needing services next year. The social service group pledged to raise over \$1,000 to expand SAILDC's services to the community.

**IMPACT**

What was the impact to the initiative? Why was it done? What changed or improved? What did you learn? (400 character limit)

Eight students enjoyed helping five VERY appreciative physically and financially challenged adults remain in their homes; four adult volunteers enjoyed supporting the student brigades; sidewalks were cleared for the Middle School Adopt a Grandparent volunteers to reach Spurgeon Manor with relatively clean and dry feet; and sidewalk intersections were cleared for students walking to school.

**OUTCOME**

What measurable outcomes occurred or were observed as a result of the initiative? Number of people benefited? (400 character limit)

Between four and twelve inches of snow fell and was removed on seven dates: 1/12, 1/23, 2/10, 2/12, 2/17, 2/20, and 2/24. Five homes requested the services and five additional blocks of sidewalk snow were removed as needed around the school to improve student access to the school and to Spurgeon Manor.

**EFFORT**

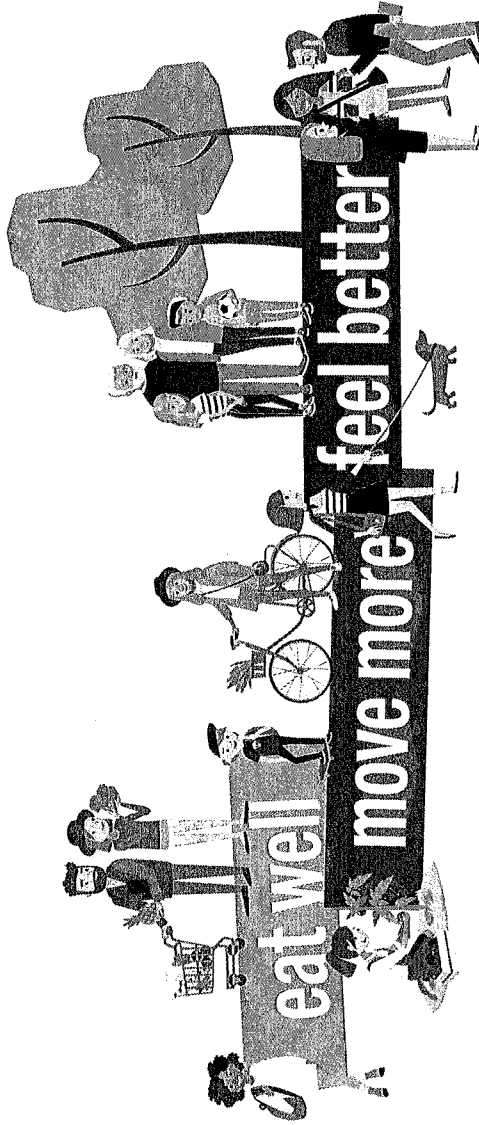
How was the work accomplished? Who was involved? Explain the degree of effort it took to complete. (400 character limit)

The work was accomplished by 6 to 8 students with shovels, 4 adult supervisors with snow blowers where needed on clogged corners, and one commercial snow removal provider after the 12 inch snow fall. It took 30 minutes of student effort each time and at least another hour of effort by the adults on the two dates with over 8 inches of snow.

**SUSTAINABILITY**

Is the initiative sustainable? What is in place to ensure it continues into the future? (400 character limit)

SAILDC reports both additional requests for services and additional volunteers that are in line for the 2019-2020 snow season. The social group has increased its pledge to cover shovel and snow removal services and the school has lined up two shifts of 6 to 8 volunteers plus a loaner van to transport the afternoon student snow brigade team.



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# Western Iowa Advantage Housing Summit

NOV 13 <sup>WED</sup> 2019 from 8:30 AM - 4:00 PM

Cindy Riesselman  
criesselman@dallascenter.com

Carrollton Event Center  
1730 US Highway 71 North  
Carroll, IA 51401

Event Host  
Rick Hunsaker  
712-792-9914

Payment Status  
Check - PENDING

Order Total: \$75.00

We'll scan this when you check in!



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## Payment Summary

<b>Fee</b>	1 Cindy Riesselman - Event fee	\$25.00
<b>Fee</b>	1 Matt Ostanik - Event fee	\$25.00
<b>Fee</b>	1 Kevin Deaton - Event fee	\$25.00
	<b>Total</b>	<b>\$75.00</b>

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