

**AGENDA**  
**Dallas Center City Council**  
**January 12, 2021 – 7:00 pm**

On January 7, 2021, Iowa Governor Kim Reynolds issued an updated Proclamation of Disaster Emergency, which among other matters, encouraged all vulnerable Iowans to limit their activities outside of their home including their participation in gatherings of any size and any purpose. The Governor further continued the suspension of state laws requiring a public meeting or hearing to the extent the laws could be interpreted to prevent a governmental body from limiting the number of people present for an in-person location of the meeting, providing the governmental body provides a means for the public to participate by telephone or electronically. Compliance with the social distancing requirements for a public meeting would unduly limit the public's participation at a meeting of the City Council. As permitted by Iowa Code Section 21.8 the City Council meeting will be conducted by electronic means. The public is encouraged to access the meeting electronically in the manner specified below.

The meeting will be conducted by Zoom at the following Internet link or telephone numbers: <https://us02web.zoom.us/j/89336620839>. The passcode is 191731

If a Zoom user has the Zoom app, just enter the meeting ID 893 3662 0839 and the passcode is 191731.

Or a member of the public may connect to the meeting by telephone using any of the following numbers (the Meeting ID is 893 3662 0839#, the passcode is 191731): Dial by your location

+1 646 558 8656   +1 301 715 8592   +1 312 626 6799   +1 669 900 9128

Depending on the caller's long-distance calling plan, long distance charges may apply.

The meeting will originate in the City Hall at 1502 Walnut Street (which will not be open to the public). The Zoom connection will be available starting at approximately 6:50 p.m.

**PUBLIC HEARING – on renewed 28E Agreement for Law Enforcement Services between the City of Dallas Center and Dallas County for a 5-year term beginning July 1, 2021**

1. Roll call
2. Action to approve agenda
3. Public Communications and Concerns [the Mayor will ask persons on the call/electronic meeting if anyone wishes to address the Council, and those persons wishing to address the Council should so advise the Mayor]. Please state your name, address and topic. Each person will have up to two minutes to address the Mayor and Council.] Once you have addressed the Council, you are asked to mute yourself
4. Action to approve consent agenda
  - a. Approve minutes of December 8<sup>th</sup> regular meeting and December 16<sup>th</sup>, January 4<sup>th</sup> and 5<sup>th</sup> special meetings
  - b. December Treasurer's Report, Balance Sheet and Budget Report
  - c. December Law Enforcement, Fire/Rescue, Compliance and Water Reports

- d. Approve Dollar General Class B and Class C with Sunday Sales liquor license renewal (pending dram)
  - e. Approve Sugar Grove Goods Special Class C beer and wine liquor license (pending dram)
  - f. Approve application to the Dallas County Foundation Grant
  - g. Approve invoices for payment (review committee Pion and Beyer)
5. Plan and Zoning Commission
    - a. Matt Ostanik – Report
    - b. Action to refer draft Ordinance No. 549 (Off-Street Parking) to the Commission for further review
  6. Public Library Phase 2 Construction (Remodeling and Addition Project)
    - a. Construction Manager’s Report
    - b. Approve Change Order No. 3 (General) – K. Johnson Construction – add \$10,588.00 (this amount will not increase the contract amount)
    - c. Approve Partial Payment Estimate No. 4 – K. Johnson Construction - \$65,630.00
    - d. Approve Partial Payment Estimate No. 3 – Tri City Electric - \$33,444.75
    - e. Approve Resolution 2021-1 – accept bid for moving expenses in connection with the renovation of the existing Library building - in the amount of \$12,075
    - f. Discussion and action identifying the accounts to be utilized for the final payments of library construction expenses
  7. Public Works
    - a. Director’s Report
  8. Wastewater Treatment Facility Improvements
    - a. Engineer’s Report
    - b. Approve Partial Payment Estimate No. 13 – C.L. Carroll Co., Inc. - \$90,934.00
  9. Water System Improvements – Shallow Well No. 11
    - a. Engineer’s Report
    - b. Action on Resolution 2021-2 – accepting the Water System’ Improvements – Shallow Well No. 11 Project
    - c. Action authorizing the Mayor to sign the Certificate of Completion
    - d. Action approving Partial Payment No. 5 (Retainage) – Northway Well and Pump – in the amount of \$13,976.90 and authorizing the Clerk to pay the retainage in 31 days after acceptance, or on or about February 11, 2021
  10. Municipal Water System
    - a. Engineer’s and Director of Public Work’s Reports
    - b. Possible direction to City Engineer following Council’s Work Sessions
  11. City Engineer – other matters
  12. Action to approve Ordinance No. 550 - amending Section 92.05 of the Code of Ordinances by changing the water reconnection fee to a delinquent customer to a \$50 flat fee, 1<sup>st</sup> reading
  13. Action to approve Ordinance No. 551– amending Section 65.01(8)(E) of the Code of Ordinances to provide for four-corner stop signs at the intersection of Twelfth and Linden Streets, 1<sup>st</sup> reading.
  14. Action on Resolution 2021-3 – authorizing funds transfer from the Burnett Trust account to the Capital Improvement (Library) account, as advised by Auditor of State’s Office
  15. Action on Resolution 2021-4 – approving a renewed 28E Agreement between the City and Dallas County for Law Enforcement Services for the term from July 1, 2021, to June 30, 2026
  16. Action on Resolution 2021-5 – allocating 75% of the Fiscal Year 2021-2022 Local Option State Sales Tax Receipts

17. Action on Resolution 2021-6 – extending the provisions of Resolution 2020-37 (relating to the Infectious Disease Plan including leave and compensation provisions) from December 31, 2020, to March 31, 2021, in accord with the Consolidated Appropriations Act approved December 27, 2020
18. Action on Resolution 2021-7 – authorizing funds transfer of GO Bond proceeds in the Capital Improvement Fund to the Sewer Fund on a monthly basis until project completion, as advised by Auditor of State’s Office
19. Discussion and possible action on FY22 budget estimate numbers
20. Action setting Public Hearing on 2021-2022 City Budget maximum property tax dollars to certify for levy for 7:00 pm on February 9, 2021
21. Receive and review Auditor of State’s Examination Report for the period July 1, 2019, through June 30, 2020
22. Council reports
23. Mayor’s report
24. Adjournment

Cindy Riesselman, City Clerk

Claims

A King's Throne, Llc	Jan Serv	\$225.00
Access Systems Leasing	Lease	\$345.50
Access Systems	Jan Serv	\$37.70
Acco	Supplies	\$601.50
Ventilation Services Of	Repairs	\$600.26
Agsourc Cooperative Svcs	Tests	\$994.50
Ascaph	Fees	\$367.00
Baker & Taylor Co.	Books	\$448.84
Bay Bridge Administrators	Insurance	\$100.42
Brown, Fagen & Rouse	Jan Retainer	\$2,624.64
C.L. Carroll Co., Inc.	Wastewater Project	\$327,731.42
C.L. Carroll Co., Inc.	Wastewater Project	\$90,934.00
Capital City Equipment Co	Rental	\$1,858.30
Center Point Large Print	Subscription	\$399.06
Central Salt, Llc	Salt	\$1,783.76
Centurylink	Jan Serv	\$690.71
Construction Materials	Testing	\$1,191.00
Contractor Solutions, Llc	Repairs	\$680.00
Crossroads Ag, Llc	Supplies	\$114.00
Culligan Water System	Jan Serv	\$40.05
Dallas County Treasurer	Dec Serv	\$17,462.67
Delta Dental	Insurance	\$31.84
Delta Dental	Insurance	\$578.76
Digital Stew Services	Dec Serv	\$153.33
Iowa Dot	Repairs	\$408.24
Eftps	Taxes	\$3,418.41
Eftps	Taxes	\$3,327.70

Electric Pump	Repairs	\$3,514.11
Elite Electric & Utility	Dec Serv	\$761.53
Emergency Apparatus Maint, Inc	Repairs	\$1,990.76
Estes Construction	Library Phase 2	\$37,710.00
Gatehouse- Db Iowa Holdings	Publications	\$331.28
Gis Benefits	Insurance	\$39.88
Gis Benefits	Insurance	\$28.52
Grainger	Repairs	\$589.32
Heartland Co-Op	Dec Serv	\$1,239.31
Herc-U-Lift	Rental	\$1,190.42
Hotsy Cleaning Systems	Repairs	\$49.57
Iowa Firefighters Assoc.	Dues	\$338.00
Ipers	Ipers	\$7,575.92
Iron Mountain	Dec Serv	\$78.96
I & S Group, Inc.	Dec Serv	\$8,500.00
K. Johnson Construction	Library Phase 2	\$65,630.00
Karen Mccleary	Dec Serv	\$425.00
Kempker's True Value	Supplies	\$26.72
Kimball Midwest	Supplies	\$79.90
Robert King	Supplies	\$55.21
Koch Office Group	Copies	\$124.68
Leaf	Lease	\$102.08
Eddie Leedom	Dec Serv	\$581.79
Mahon Trucking Llc	Dec Serv	\$420.00
James Mcneill	Supplies	\$19.53
Menards	Supplies	\$316.51
Midamerican Energy	Dec Serv	\$1,255.28
Midamerican Energy	Dec Serv	\$14.69
Midamerican Energy	Dec Serv	\$3,664.50
Municipal Supply Inc	Supplies	\$406.40
Napa Auto Parts	Supplies	\$234.47
Nationwide Retirement Sol	Deferred Comp	\$675.00
Office Depot	Supplies	\$20.69
Omnisite	Annual Serv	\$144.00
Praxair Distribution	Dec Serv	\$32.48
Rhinehart Excavating, Inc	Dec Serv	\$600.00
Rotary Club of Dallas Center	Dues	\$59.00
Treasurer - State of Iowa	Taxes	\$1,922.34
Treasurer - State of Iowa	Taxes	\$1,002.71
Sandry Fire Supply	Supplies	\$383.50
Sprayer Specialties, Inc	Repairs	\$346.06
Storey Kenworthy/Matt Parrott	Supplies	\$75.48
Strauss Safe & Lock Co.	Dec Serv	\$257.85

Tri-City Electric Co	Library Phase 2	\$33,444.75
Umb Bank Na	Fees	\$250.00
Uhs Premium Billing	Insurance	\$396.64
Uhs Premium Billing	Insurance	\$8,984.65
Usa Blue Book	Supplies	\$703.07
Van Meter Inc.	Repairs	\$492.86
Veenstra & Kimm	Dec Serv	\$24,716.10
Verizon Wireless	Dec Serv	\$280.07
Treasurer - State of Iowa	Taxes	\$1,684.00
Waste Management	Dec Serv	\$19,367.68
Wells Fargo	Postage/Supplies	\$720.64
	Total Paid	\$691,002.52

General	\$69,109.44
Rut	\$8,116.56
T&A(Eb)	\$11,320.04
Debt Service	\$250.00
Cap Improve - Library	\$137,975.75
Water	\$16,367.40
Sewer	\$447,714.96
Storm District	\$148.37
Total by Fund	\$691,002.52

#### Revenues

General Total	\$109,004.04
T&A (Pd) Benevolent Total	\$0.24
T&A(Ft) Total	\$40,275.21
T&A(Sc) Total	\$0.84
Capital Improvement Total	\$71,621.45
T&A(SI) Total	\$155.40
Rut Total	\$19,904.30
T&A(Eb) Total	\$4,506.71
Emergency Levy Fund Total	-\$0.12
Local Option Sales Tax Total	\$34,456.77
Tif Total	\$5,130.84
Burnett Project Total	\$10,543.78
T&A(Bc) Total	\$79.03
T&A(Burnett Cap Improve) Total	\$10,073.99
Debt Service Total	\$15,943.46
Cap Improve - Library Total	\$760,000.00
T&A(B) Total	\$241.75
T&A(Y) Total	\$201.61
Water Total	\$40,694.05

Sewer Total	\$389,566.34
Storm District Total	\$4,782.26
Total Revenue by Fund	\$1,517,181.95

The Dallas Center City Council met in electronic meeting via Zoom December 8, 2020 at 6:00 pm due to Iowa Governor Kim Reynolds's November 10<sup>th</sup> and 16<sup>th</sup>, updated Proclamations of Disaster Emergency, which among other matters, encouraged all vulnerable Iowans to limit their activities outside of their home including their participation in gatherings of any size and any purpose. The Governor's Proclamations prohibit indoor meetings of more than 15 people. The Governor further continued the suspension of state laws requiring a public meeting or hearing to the extent the laws could be interpreted to prevent a governmental body from limiting the number of people present for an in-person location of the meeting, providing the governmental body provides a means for the public to participate by telephone or electronically.

Mayor Kidd called the meeting to order. Council members on the call/Zoom meeting were Ryan Coon, Curtis Pion, Danny Beyer, Amy Strutt and Ryan Kluss.

Council held a Work Session with Engineer Bob Veenstra on the Municipal Water System. Veenstra gave an overview of the water system including water source, distribution, equipment and the treatment process. He reviewed the items that have been updated in recent years as well as items that the City will need to consider in the future. The Council will continue this workshop in December and discuss the improvement items in detail as well as discuss possible funding options and review the city's debt service schedules. The Clerk will set up a December meeting.

Council recessed from 6:57 until 7:00 pm.

The Dallas Center City Council continued the electronic meeting via Zoom on December 8, 2020 at 7:00 pm.

Motion by Pion, 2<sup>nd</sup> by Beyer to approve the agenda. Roll call all ayes, motion passed.

#### **Public Communications and Concerns**

The following citizens and/or business owners expressed support for the City, elected officials and staff and/or opposition to Julie Becker's terms to settle her litigation against the City:

Meagan Roberts, Amanda Davidson, Sarah Howell, Dusty Rauschenberg, Debbie Kastantin, Amy Lawton, Susan Haines, Stephanie Harris, Amanda Gannon, David Gannon, Ken Matteson, Chrystal Segar, Bret Van De Pol and Lori Trammel

Karmen and Jeff Weddle each expressed concerns with their neighbor, Julie Becker

Bob Haxton expressed opposition to sidewalk assessments

Bob King clarified Parks and Recreation items-basketball court and the running of the ice rink and stated his support of sidewalks

Julie Becker expressed multiple concerns

Motion by Pion, 2<sup>nd</sup> by Beyer to approve consent agenda [approve minutes of November 10<sup>th</sup> regular meeting and November 17<sup>th</sup> and December 2<sup>nd</sup> special meetings; November Treasurer's Report, Balance Sheet and Budget Report; November Law Enforcement, Fire/Rescue, Compliance and Water Reports; approve invoices for payment (review committee Beyer and Kluss)]. Roll call all ayes, motion passed.

#### **Julie Becker's law suit appealing the Exception granted by the Board of Adjustment to Jeff and Karmen Weddle (filed December 3, but not yet served on the City)**

Council discussed the Plaintiff's proposed settlement terms, no action was taken on the terms.

Motion by Pion, 2<sup>nd</sup> by Coon to file a claim with the City's insurance carrier for legal defense to the litigation. Roll call all ayes, motion passed.

### **Plan and Zoning Commission**

Matt Ostanik gave an overview of Code Sec. 165.41(5) - Off-Street Parking and the proposed Ordinance 549.

Council reviewed proposed Ordinance No. 549 – amending Code Sec. 165.41(5)

Motion by Pion, 2<sup>nd</sup> by Coon to a set public hearing on Ordinance No. 549 for 7 p.m. on January 12, 2021. Roll call all ayes, motion passed.

### **Public Library Phase 2 Construction (Remodeling and Addition Project)**

Randy Sharp with Estes reported that the work is progressing on the project with the brick being mostly finished, the south parking lot is poured, the dormers have been installed in the existing roof and the new electrical service is complete.

Motion by Kluss, 2<sup>nd</sup> by Coon to approve Partial Payment Estimate No. 3 – K. Johnson Construction - \$172,097.60. Roll call all ayes, motion passed.

Motion by Beyer, 2<sup>nd</sup> by Coon to approve Partial Payment Estimate No. 3 – AMC Mechanical Group - \$97,492.61. Roll call all ayes, motion passed.

Motion by Beyer, 2<sup>nd</sup> by Kluss to approve Partial Payment Estimate No. 2 – Tri City Electric - \$57,434.62. Roll call all ayes, motion passed.

### **Parks and Recreation Board**

Motion by Pion, 2<sup>nd</sup> by Kluss to approve Resolution 2020-89 - Contract with TruGreen Commercial in the amount of \$3,991.57. Roll call all ayes, motion passed.

Mayor Kidd discussed the City hiring someone to staff the ice skating shed. Motion by Coon, 2<sup>nd</sup> by Kluss to approve posting for the position of Temporary Ice Rink Operator at \$12.00/hr and authorizing the Parks and Recreation Board Chair and Co-chair to hire. Roll call all ayes, motion passed.

### **Public Works**

Brian Slaughter reported his department has been working on the ice rink area and shed, they have installed approximately 300' of the 750' of storm sewer pipe on Fair View Drive, completed the sidewalk around the inclusive playground area in Mound Park, continued with pothole patching, cleaned the street sweeper and put it away for the winter, worked on shop and snow equipment maintenance and he has ordered the first load of road salt.

### **Wastewater Treatment Facility Improvements**

Bob Veenstra reported that due to COVID-19 there have been some delays with the SAGAR system but they hope to have it operational by the end of the month, the screw pumps should be installed soon but the project won't be accepted until spring.

Motion by Pion, 2<sup>nd</sup> by Coon to approve Change Order #3 -C.L. Carroll Co., Inc. - Biosolids removal - \$51,470.00. Roll call all ayes, motion passed.

Motion by Pion, 2<sup>nd</sup> by Strutt to approve Partial Payment Estimate No. 12 – C.L. Carroll Co., Inc. - \$327,731.42. Roll call all ayes, motion passed.

### **Water System Improvements – Shallow Well No. 11**

Bob Veenstra reported the well is substantially complete. Slaughter stated there were still several punch-list items to be completed and suggested that Council does not accept the project tonight.

Motion by Pion, 2<sup>nd</sup> by Coon to approve Partial Payment Estimate No. 4 – Northway Well and Pump - \$4,708.67. Roll call all ayes, motion passed.

Council will defer until January action on Resolution 2020-88 – accepting the Water System Improvements – Shallow Well No. 11 Project.

Council will defer until January action on authorizing the Mayor to sign the Certificate of Completion.



Council will defer until January action on approving Partial Payment No. 5 (Retainage) – Northway Well and Pump – in the amount of \$13,976.90 and authorizing the Clerk to pay the retainage in 31 days after acceptance.

**Municipal Water System**

This was discussed at length earlier in the evening, Council plans to set another workshop in December with Engineer Veenstra.

**Sidewalk Improvement Project-2021**

Council discussed the Town Hall meeting and the proposed Project for 2021 (Laurel Street from Kellogg to Rhinehart, 13<sup>th</sup> to 12<sup>th</sup> and alley west of 11<sup>th</sup> to 10<sup>th</sup>)

Council discussed at length new sidewalks and assessments versus older sidewalks in town that need to be repaired (per Code sidewalk repair costs are born by the abutting property owner). They discussed solutions on how to make these two situations fair to both groups of citizens and they also discussed new home construction in which sidewalks are required and paid for by the builder (or new homeowner). Motion by Kluss, 2<sup>nd</sup> by Pion to assess 20% of the sidewalk cost (this is the concrete cost only as the engineering, storm sewer, etc., would be paid for entirely by the city) for new sidewalks to the abutting property owners. Roll call all ayes, motion passed.

Council also discussed modifying the previous resolution (2002-15) for sidewalk reimbursements and increasing it from the current \$4.00 to \$10.00 per running foot. This item will be on the January agenda.

Council will have additional discussion and re-evaluate which sidewalks to identify for 2021 at the special workshop later this month.

**Public Safety Committee Update**-Kidd and Pion updated the Council regarding suggestions for additional stop signs at the intersection of 12<sup>th</sup> and Linden Streets. Motion by Beyer, 2<sup>nd</sup> by Kluss directing Attorney Brown to draft an ordinance. Roll call all ayes, motion passed. There was also discussion on sidewalks around and to the schools, researching additional street lighting in some areas of town and trailer parking on the streets (they will continue to research these topics).

Council set January Budget Workshops for January 4<sup>th</sup> and 5<sup>th</sup> at 6:00 pm (tentative - depending on when we receive valuations)

Motion by Beyer, 2<sup>nd</sup> by Kluss stating that due to the current health conditions and Governor’s proclamations Memorial Hall would not be rented out until further notice, and Council will re-evaluate in March. Roll call all ayes, motion passed.

Council reports-Pion stated that the Raccoon River Valley Trail Association is still seeking someone from Dallas Center to serve on their board. The Clerk will send information out to the public in regard to this.

The meeting adjourned at 9:36 pm.

Cindy Riesselman, City Clerk

Claims

A King's Throne, Llc	Dec Serv	\$225.00
Access Systems Leasing	Dec Serv	\$345.50
Access Systems	Dec Serv	\$37.70
Agsources Cooperative Svcs	Tests	\$419.50
Amc Mechanical Inc.	Library	\$97,492.61

Baker & Taylor Co.	Books	\$553.81
Bay Bridge Administrators	Insurance	\$100.42
Brown, Fagen & Rouse	Dec Serv	\$2,622.09
Centurylink	Dec Serv	\$692.15
Civicplus, Inc	Website	\$4,499.99
Crossroads Ag, Llc	Supplies	\$55.00
Culligan Water System	Dec Serv	\$11.95
Dallas County Treasurer	Nov Serv	\$17,462.67
Delta Dental	Insurance	\$31.84
Delta Dental	Insurance	\$556.36
Digital Stew Services	Nov Serv	\$185.83
Dmc Welding & Repair Llc	Tools	\$16.96
Ed M Feld Equip. Co., Inc	Nov Serv	\$361.00
Eftps	Taxes	\$3,358.63
Eftps	Taxes	\$3,792.78
Electronic Engineering	Supplies	\$1,030.00
Estes Construction	Library	\$37,710.00
Gatehouse- Db Iowa Holdings	Publishing	\$744.07
Gcmoa	Dues	\$20.00
Gis Benefits	Insurance	\$39.88
Gis Benefits	Insurance	\$28.52
Git Insurance	Insurance	\$4,581.00
Grimes Asphalt/Paving	Repairs	\$62,400.00
Heartland Co-Op	Nov Serv	\$990.97
Hsa Cory, Rochelle	Hsa	\$100.00
Hsa Hofland, Joel	Hsa	\$50.00
Hsa Riesselman, Cindy	Hsa	\$325.00
Hsa Scrivner, April	Hsa	\$50.00
Hsa Slaughter, Brian	Hsa	\$183.33
Hsa Steele, Kathy	Hsa	\$100.00
Iowa Finance Authority	Bond Payment	\$55.74
Iowa Finance Authority	Bond Payment	\$4,121.25
Iowa Finance Authority	Bond Payment	\$19,164.51
Iowa One Call	Oct Serv	\$72.90
Iowa Rural Water Assoc	Dues	\$275.00
Ipers	Ipers	\$4,941.20
Iron Mountain	Nove Serv	\$78.32
K. Johnson Construction	Library	\$172,097.60
Karen Mccleary	Nov Serv	\$425.00
Kempker's True Value	Supplies	\$8.49
Leaf	Nov Serv	\$102.08
Eddie Leedom	Nov Serv	\$130.30
Logan Contractors Supply	Supplies	\$311.50
Macqueen Equipment,Llc	Repairs	\$118.24
Manatts	Concrete	\$2,320.00

Menards	Supplies	\$512.66
Midamerican Energy	Nov Serv	\$14.00
Midamerican Energy	Nov Serv	\$4,520.07
Midwest Breathing Air Llc	Tests/Supplies	\$220.01
Mosquito Control of Iowa	Mosquito Serv	\$7,250.00
Municipal Supply Inc	Supplies	\$141.95
Nationwide Retirement Sol	Deferred Comp	\$450.00
Northway Well and Pump	Well #11 Final	\$4,708.67
O'halloran International, Inc.	Supplies	\$36.85
Office Depot	Supplies	\$63.47
Praxair Distribution	Nov Serv	\$32.63
Rhinehart Excavating, Inc	Supplies	\$1,173.90
Treasurer - State of Iowa	Taxes	\$1,030.49
Treasurer - State of Iowa	Taxes	\$2,009.08
Sandry Fire Supply	Annual Serv	\$1,822.00
April Scrivner	Mileage	\$24.73
Storey Kenworthy/Matt Parrott	Supplies	\$425.87
Tri-City Electric Co	Library	\$57,434.62
Umb Bank Na	Bond Payment	\$36,267.50
Umb Bank Na	Bond Payment	\$3,076.42
Uhs Premium Billing	Insurance	\$396.64
Uhs Premium Billing	Insurance	\$7,979.28
Unplugged Wireless	Lightbar	\$1,750.00
Van Wall Equipment	Repairs	\$521.58
Veenstra & Kimm	Dec Serv	\$30,866.85
Verizon Wireless	Oct Serv	\$280.07
Treasurer - State of Iowa	Taxes	\$1,126.00
Waste Management	Nov Serv	\$19,116.29
Wells Fargo	Books/Postage/Supplies	\$3,496.41
	Total Paid	\$632,144.73

General	\$116,941.61
Rut	\$24,581.13
T&A(Eb)	\$10,629.52
Burnett Project	\$3,493.90
Debt Service	\$39,399.66
Cap Improve - Library	\$364,734.83
Water	\$17,573.54
Sewer	\$54,523.93
Storm District	\$266.61
Total by Fund	\$632,144.73

#### Revenues

General Total	\$64,332.45
T&A (Pd) Benevolent Total	\$0.31

T&A(Ft) Total	\$0.00
T&A(Sc) Total	\$1.08
Capital Improvement Total	\$12.16
T&A(SI) Total	\$662.90
Rut Total	\$20,211.10
T&A(Eb) Total	\$5,507.80
Emergency Levy Fund Total	\$0.06
Local Option Sales Tax Total	\$94,789.08
Tif Total	\$1,997.01
Burnett Project Total	\$16.47
T&A(Bc) Total	\$0.00
T&A(Burnett Cap Improve) Total	\$49.04
Debt Service Total	\$17,218.65
Cap Improve - Library Total	\$0.00
T&A(B) Total	\$1.30
T&A(Y) Total	\$1.31
Water Total	\$40,821.25
Sewer Total	\$523,130.17
Storm District Total	\$4,761.24
Total Revenue by Fund	\$773,513.38

The Dallas Center City Council met in electronic meeting via Zoom December 16, 2020 at 6:00 pm due to Iowa Governor Kim Reynolds's December 9<sup>th</sup>, updated Proclamation of Disaster Emergency, which among other matters, encouraged all vulnerable Iowans to limit their activities outside of their home including their participation in gatherings of any size and any purpose. The Governor's Proclamations prohibit indoor meetings of more than 15 people. The Governor further continued the suspension of state laws requiring a public meeting or hearing to the extent the laws could be interpreted to prevent a governmental body from limiting the number of people present for an in-person location of the meeting, providing the governmental body provides a means for the public to participate by telephone or electronically.

Mayor Kidd called the meeting to order. Council members on the call/Zoom meeting were Ryan Coon, Curtis Pion, Danny Beyer and Amy Strutt. Ryan Kluss was not on Zoom call at this time.

The agenda was amended to add public communications. Motion by Beyer, 2<sup>nd</sup> by Coon to approve amended agenda. Roll call all ayes, motion passed.

#### Public Communications

Bob Haxton-expressed his opposition to sidewalk assessments

Julie Becker-expressed her opposition to sidewalk assessments

#### **Sidewalk Improvement Project – 2021**

Motion by Pion, 2<sup>nd</sup> by Coon to defer the 2021 calendar year sidewalk project. Roll call all ayes, motion passed.

#### **Council Work Session with Engineer on the Municipal Water System**

Engineer Veenstra discussed multiple options for making repairs and/or upgrading the water treatment plant. He also discussed the option of making repairs to the water plant in the next few years and gave a quick overview of the water fund revenues and expenses.

Kluss joined the meeting at 6:46 pm

Veenstra discussed the water makeup and reiterated that the water is safe. He discussed the fact that the water can't be softened too much due to lead and copper rules and discussed water softness versus total dissolved solids. Council discussed the options and timing for replacing the water distribution line along Hwy. 44 and completing that project in conjunction with the payoff of the water revenue bond. Veenstra stated short-term bonds are at approximately 1% and the council could explore this option for the water treatment repairs in the near future as construction costs go up approximately 3% a year.

The Council agreed the general direction will be to gather costs to replace the west filter, replace the media in the other two filters and replace the zeolite in the softeners. Public Works Director Slaughter has a call in to Water Surplus and hopes to obtain the pricing information before the budget workshops in January.

No action was taken to set a public hearing on the FY 2020-2021 budget amendment for January 12, 2021 at 7 pm.

The meeting adjourned at 7:35 pm.

Cindy Riesselman, City Clerk

The Dallas Center City Council met in electronic meeting via Zoom January 4, 2021 at 6:00 pm due to Iowa Governor Kim Reynold's December 9<sup>th</sup>, updated Proclamation of Disaster Emergency, which among other matters, encouraged all vulnerable Iowans to limit their activities outside of their home including their participation in gatherings of any size and any purpose. The Governor's Proclamations prohibit indoor meetings of more than 15 people. The Governor further continued the suspension of state laws requiring a public meeting or hearing to the extent the laws could be interpreted to prevent a governmental body from limiting the number of people present for an in-person location of the meeting, providing the governmental body provides a means for the public to participate by telephone or electronically.

Mayor Kidd called the meeting to order. Council members on the call/Zoom meeting were Amy Strutt, Danny Beyer, Curt Pion, Ryan Kluss and Ryan Coon.

Motion by Kluss, 2<sup>nd</sup> by Strutt to approve the agenda. Roll call all ayes, motion passed.

The council, department managers and some board members began work on the FY22 budget, no action was taken. They will continue with the budget workshop on Tuesday, January 5, 2021 at 6:00 pm.

The public hearing for the maximum levy will take place on February 9<sup>th</sup> and the public hearing and approval of the budget (formal action) will take place on March 9<sup>th</sup>.

Meeting adjourned at 8:35 pm.

Cindy Riesselman  
City Clerk

The Dallas Center City Council met in electronic meeting via Zoom January 5, 2021 at 6:00 pm due to Iowa Governor Kim Reynolds's December 9<sup>th</sup>, updated Proclamation of Disaster Emergency, which among other matters, encouraged all vulnerable Iowans to limit their activities outside of their home including their participation in gatherings of any size and any purpose. The Governor's Proclamations prohibit indoor meetings of more than 15 people. The Governor further continued the suspension of state laws requiring a public meeting or hearing to the extent the laws could be interpreted to prevent a governmental body from limiting the number of people present for an in-person location of the meeting, providing the governmental body provides a means for the public to participate by telephone or electronically.

Mayor Kidd called the meeting to order. Council members on the call/Zoom meeting were Amy Strutt, Danny Beyer, Curt Pion, and Ryan Coon. Ryan Kluss was not on the call at this time.

Motion by Coon, 2<sup>nd</sup> by Pion to approve the agenda. Roll call all ayes, motion passed.

Kluss joined the call at 6:02 pm.

The council continued work on the FY22 budget. Some of the larger items identified for next year's budget are: potential water plant repairs (unknown cost at this time), maintenance and upgrades; street maintenance and repairs; storm sirens (replacing the one by city hall and adding on in the northwest portion of town), paving portions of the walking trail at the Burnett Complex, the purchase of a Bobcat Toolcat and accessories and the purchase of air packs for the fire department. Council will continue efforts to save money for future projects by funding depreciation (savings) accounts. Some of those projects include a joint public works/public safety building, saving for a new fire truck and funds to help with grant matches for a swimming pool. The levy will remain at \$12.68/1000. No formal action was taken.

The public hearing for the maximum levy will take place on February 9<sup>th</sup> and the public hearing and approval of the budget (formal action) will take place on March 9<sup>th</sup>.

Meeting adjourned at 6:37 pm.

Cindy Riesselman  
City Clerk

**TREASURER'S REPORT**  
**CALENDAR 12/2020, FISCAL 6/2021**

FUND	LAST REPORT ON HAND	REVENUES	EXPENSES	CHANGE IN LIABILITY	ENDING BALANCE
001 GENERAL	935,513.87	109,004.04	238,830.67	.00	805,687.24
011 T&A (PD) BENEVOLENT	784.20	.24	.00	.00	784.44
015 T&A(FT)	287,540.67	40,275.21	.00	.00	327,815.88
021 T&A(SC)	12,732.98	.84	.00	.00	12,733.82
029 CAPITAL IMPROVEMENT	134,961.29	71,621.45	.00	.00	206,582.74
041 T&A(SL)	5,402.14	155.40	.00	.00	5,557.54
110 RUT	83,584.95	19,904.30	27,919.74	.00	75,569.51
112 T&A(EB)	52,725.76	4,506.71	17,114.22	.00	40,118.25
119 EMERGENCY LEVY FUND	143.05	.12	142.93	.00	.00
121 LOCAL OPTION SALES TAX	696,538.75	34,456.77	204,554.00	.00	526,441.52
125 TIF	575.22	5,130.84	1,083.25	.00	4,622.81
166 T&A(REC PROGRAM) REV	.00	.00	.00	.00	.00
167 BURNETT PROJECT	616,604.63	10,543.78	3,493.90	.00	623,654.51
168 T&A(BC)	682,092.07	79.03	.00	.00	682,171.10
169 T&A(BURNETT CAP IMPROVE)	664,896.10	10,073.99	360,000.00	.00	314,970.09
177 T&A(PD)	.00	.00	.00	.00	.00
180 REC TRAIL	.00	.00	.00	.00	.00
200 DEBT SERVICE	175,113.18	15,943.46	305.74	.00	190,750.90
301 CAP IMPROVE WASTEWATER	.00	.00	.00	.00	.00
308 CAP IMPROVE - LIBRARY	544,322.36	760,000.00	364,734.83	.00	149,057.19
501 T&A(B)	15,276.04	241.75	.00	.00	15,517.79
502 T&A(Y)	13,296.89	201.61	.00	.00	13,498.50
600 WATER	384,082.23	40,694.05	31,208.14	.00	393,568.14
610 SEWER	430,180.45	389,566.34	395,671.57	.00	424,075.22
740 STORM DISTRICT	13,206.43	4,782.26	683.28	.00	17,305.41
Report Total	4,660,928.54	1,517,181.95	1,645,742.27	.00	4,532,368.22



**BALANCE SHEET**  
**CALENDAR 12/2020, FISCAL 6/2021**

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE
001-000-1110	CHECKING-GENERAL	17,742.48-	15,533.85
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
029-000-1115	CHECKING-DEPR FD EQUIP	.00	.00
041-000-1110	CHECKING-T&A(SL)	.00	.00
110-000-1110	CHECKING-RUT	.00	.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)	7,619.61-	905.41
119-000-1110	CHECKING-EMERG LEVY	.00	.00
121-000-1110	CHECKING-LOST	.01-	.00
121-000-1111	CHECKING-LOST PROP TAX RELIEF	.00	.00
121-000-1112	CHECKING-LOST SWIM POOL	.00	.00
125-000-1110	CHECKING-TIF	.00	.00
166-000-1110	CHECKING-T&A(REC PROGRAM)	.00	.00
167-000-1110	CHECKING-T&A(BURNETT REC)	.00	.00
167-000-1111	CHECKING-T&A(BURNETT REC/POOL)	.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	.00	.00
200-000-1110	CHECKING-DEBT SERVICE	55.74-	.00
305-000-1110	CHECKING-PLAYGROUND EQUIP	.00	.00
307-000-1110	CHECKING-2012 HWY 44 TURN LANE	.00	.00
308-000-1110	CHECKING-CAP IMPROVE - LIBRARY	.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	4,512.40-	6,116.81
600-000-1111	CHECKING-WATER SINKING	4,121.25-	.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	6,068.66-	9,485.81
610-000-1111	CHECKING-SEWER SINKING	19,164.51-	.00
610-000-1112	CHECKING-SEWER RESERVE	.00	.00
610-000-1113	CHECKING-SEWER IMPROVEMENT	.00	.00
740-000-1110	CHECKING-STORM DISTRICT	489.32-	1,196.62
	CHECKING TOTAL	59,773.98-	33,238.50
001-000-1120	PETTY CASH	.00	100.00
	PETTY CASH TOTAL	.00	100.00

**BALANCE SHEET**  
**CALENDAR 12/2020, FISCAL 6/2021**

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE
001-000-1160	SAVINGS-GENERAL	112,084.15-	380,053.39
011-000-1160	SAVINGS-T&A(PD) BENEVOLENT	.24	784.44
015-000-1160	SAVINGS-T&A(FT)	20,275.21	5,815.88
021-000-1160	SAVINGS-T&A(SC)	.84	2,733.82
029-000-1160	SAVINGS-DEPR POLICE	.00	.00
029-000-1161	SAVINGS-DEPR NON RUT EQUIP	2,000.00	1,259.01
029-000-1162	SAVINGS-DEPR PARK	1,001.38	4,477.12
029-000-1163	SAVINGS-DEPR SWIM POOL	1,207.04	12,164.09
029-000-1164	SAVINGS-DEPR P/W BLDG	5,407.43	20,519.54
029-000-1165	SAVINGS-DEPR FIRE	17,005.60	18,162.98
041-000-1160	SAVINGS-T&A(SL)	155.40	5,557.54
110-000-1160	SAVINGS-RUT	33,015.44-	27,802.68
110-000-1161	SAVINGS-DEPR RUT EQUIP	25,000.00	47,766.83
110-000-1162	SAVINGS-SIDEWALK PROJ	.00	.00
112-000-1160	SAVINGS-T&A(EB)	4,987.90-	39,212.84
119-000-1160	SAVINGS-EMERG LEVY	143.05-	.00
121-000-1160	SAVINGS-LOST	172,124.86-	24,960.48
121-000-1161	SAVINGS-LOST PROP TAX RELIEF	.00	.00
121-000-1162	SAVINGS-LOST SWIM POOL	7,972.36-	1,481.04
125-000-1160	SAVINGS-TIF	4,047.59	4,622.81
166-000-1160	SAVINGS-T&A(REC PROGRAM)	.00	.00
167-000-1160	SAVINGS-T&A(BURNETT REC)	527.37	33,423.28
167-000-1161	SAVINGS-T&A(BURNETT REC/POOL)	6,522.51	15,231.23
168-000-1160	SAVINGS-T&A(BURNETT LIBRARY)	79.03	405,171.10
169-000-1160	SAVINGS-T&A(BURNETT CAP IMP)	27,073.99	150,970.09
177-000-1160	SAVINGS-T&A(PD)FORFEITURE	.00	.00
180-000-1160	SAVINGS-REC TRAIL	.00	.00
200-000-1160	SAVINGS-DEBT SERV	15,693.46	190,750.90
305-000-1160	SAVINGS-PLAYGROUND EQUIP	.00	.00
307-000-1160	SAVINGS-2012 HWY 44 TURN LANE	.00	.00
308-000-1160	SAVINGS-CAP IMPROVE - LIBRARY	395,265.17	149,057.19-
501-000-1160	SAVINGS-T&A(B)	241.75	3,517.79
502-000-1160	SAVINGS-T&A(Y)	201.61	3,498.50
600-000-1160	SAVINGS-WATER	13,501.23	279,049.86
600-000-1161	SAVINGS-WATER SINKING	4,618.33	31,659.91
600-000-1162	SAVINGS-T&A(M)	.00	4,053.88
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	9,855.72	354,908.84
610-000-1161	SAVINGS-SEWER SINKING	9,272.22	46,337.91
610-000-1162	SAVINGS-SEWER RESERVE	.00	.00
610-000-1163	SAVINGS-SEWER IMPROVEMENT	.00	13,342.66
740-000-1160	SAVINGS-STORM DISTRICT	4,588.30	16,108.79
	SAVINGS TOTAL	233,213.66	2,069,029.72
001-000-1170	CD#47415-GENERAL	.00	410,000.00
001-000-1171	CD-GENERAL	.00	.00
015-000-1170	CD#47296-T&A (FT)	.00	207,000.00
015-000-1171	CD#47415-T&A (FT)	20,000.00	115,000.00

**BALANCE SHEET**  
**CALENDAR 12/2020, FISCAL 6/2021**

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE
021-000-1170	CD#47296-T&A (SC)	.00	10,000.00
029-000-1170	CD-DEPR POLICE	.00	.00
029-000-1171	CD#47415-DEPR NON RUT EQUIP	25,000.00	25,000.00
029-000-1172	CD-DEPR PARK	.00	.00
029-000-1173	CD#47415-DEPR SWIM POOL	.00	60,000.00
029-000-1174	CD-DEPR P/W BLDG	.00	.00
029-000-1175	CD#47415-DEPR P/W BLDG	20,000.00	40,000.00
029-000-1176	CD#47296-DEPR FIRE	.00	25,000.00
110-000-1170	CD-RUT	.00	.00
110-000-1171	CD-DEPR RUT EQUIP	.00	.00
121-000-1172	CD#47296-LOST SWIM POOL	.00	390,000.00
121-000-1173	CD#47415-LOST SWIM POOL	10,000.00	110,000.00
167-000-1170	CD#47415-T&A(BURNETT REC)	.00	200,000.00
167-000-1171	CD#47415-T&A(BURNETT REC/POOL)	.00	325,000.00
167-000-1172	CD#47296-T&A(BURNETT REC)	.00	50,000.00
168-000-1170	CD#47296-T&A(BURNETT LIBRARY)	.00	277,000.00
169-000-1170	CD#47415-T&A(BURNETT CAP IMPR)	377,000.00-	123,000.00
169-000-1171	CD#47296-T&A(BURNETT CAP IMPR)	.00	41,000.00
501-000-1170	CD#47415-T&A(B)	.00	12,000.00
502-000-1170	CD#47415-T&A(Y)	.00	10,000.00
600-000-1170	CD-WATER	.00	.00
600-000-1171	CD-WATER	.00	.00
610-000-1170	CD-SEWER	.00	.00
	CD'S TOTAL	302,000.00-	2,430,000.00
	TOTAL CASH	128,560.32-	4,532,368.22

**BUDGET REPORT**  
**CALENDAR 12/2020, FISCAL 6/2021**

PCT OF FISCAL YTD 50.0%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED
001-110-6010	POLICE-WAGES	123,989.00	10,044.58	60,267.48	48.61
001-110-6181	POLICE-CLOTHING	.00	50.00	300.00	.00
001-110-6210	POLICE-DUES,M'SHIPS, SPE	.00	.00	.00	.00
001-110-6230	POLICE-TRAINING	500.00	41.67	250.02	50.00
001-110-6310	POLICE-OFFICE RENTAL/MAI	.00	.00	.00	.00
001-110-6331	POLICE-VEHICLE OPERATION	24,000.00	1,975.17	11,851.02	49.38
001-110-6332	POLICE-VEHICLE/EQUIP REP	.00	.00	.00	.00
001-110-6371	POLICE-UTILITIES	300.00	.00	.00	.00
001-110-6373	POLICE-TELEPHONE	800.00	64.00	384.00	48.00
001-110-6419	POLICE-TECHNOLOGY SERVIC	2,800.00	233.33	1,399.98	50.00
001-110-6499	POLICE-RESERVE OFFICERS	.00	.00	.00	.00
001-110-6505	POLICE-PIONEER GRANT	.00	.00	.00	.00
001-110-6506	POLICE-OFFICE SUPPLIES	.00	.00	.00	.00
001-110-6507	POLICE-OPERATING SUPPLIE	2,080.00	173.33	1,134.98	54.57
001-110-6599	POLICE-PUBLIC RELATIONS	.00	.00	.00	.00
011-110-6599	T&A(PD) BENEVOLENT	.00	.00	.00	.00
029-110-6799	DEPR-POLICE EXPENSE	.00	.00	.00	.00
112-110-6110	POLICE-FICA	9,485.00	768.66	4,611.96	48.62
112-110-6130	POLICE-IPERS	11,915.00	948.22	5,689.32	47.75
112-110-6150	POLICE-GROUP INSURANCE	36,726.00	3,060.49	18,362.94	50.00
112-110-6155	CITY SHARE- HSA	.00	.00	.00	.00
112-110-6160	POLICE-WORKER'S COMP	2,800.00	89.82	538.92	19.25
112-110-6170	POLICE-UNEMPLOYMENT	270.00	13.40	80.40	29.78
112-110-6181	POLICE-UNIFORM ALLOWANCE	600.00	.00	.00	.00
177-110-6505	T&A(PD) FORFEITURES EXPE	.00	.00	.00	.00
	POLICE TOTAL	216,265.00	17,462.67	104,871.02	48.49
001-150-6010	FIRE DEPT-SALARIES	15,000.00	.00	2,370.00	15.80
001-150-6150	FIRE DEPT-GROUP INSURANC	715.00	.00	.00	.00
001-150-6210	FIRE DEPT-DUES	300.00	.00	.00	.00
001-150-6230	FIRE DEPT-TRAINING	3,000.00	.00	.00	.00
001-150-6310	FIRE DEPT-BUILDING MAINT	2,500.00	.00	.00	.00
001-150-6331	FIRE DEPT-VEHICLE OPERAT	3,000.00	58.19	560.61	18.69
001-150-6332	FIRE DEPT-VEHICLE MAINT/	11,000.00	1,750.00	4,573.92	41.58
001-150-6373	FIRE DEPT-TELEPHONE	1,600.00	132.38	771.31	48.21
001-150-6412	FIRE DEPT-HEALTH/FITNESS	1,000.00	.00	.00	.00
001-150-6415	FIRE DEPT-HYDRANT RENT	.00	.00	.00	.00
001-150-6419	FIRE DEPT-TECHNOLOGY SER	7,500.00	203.38	3,250.61	43.34
001-150-6505	FIRE DEPT-PAGERS/REPAIRS	5,000.00	1,030.00	2,317.89	46.36
001-150-6507	FIRE DEPT-OPERATING SUPP	3,000.00	252.64	1,003.82	33.46
001-150-6599	FIRE DEPT-REPAIRS/SUPP N	30,000.00	1,822.00	8,816.49	29.39
015-150-6505	T&A(FT)-EXPENSES	16,000.00	.00	15,050.00	94.06
029-150-6504	DEPR-FD MINOR EQUIPMENT	.00	.00	.00	.00
112-150-6110	FIRE-FICA	1,148.00	.00	181.39	15.80
112-150-6130	FIRE-IPERS	595.00	.00	28.37	4.77
112-150-6155	CITY SHARE- HSA	.00	.00	3.67	.00
112-150-6160	FIRE-WORKER'S COMP	6,500.00	.00	63.22	.97
	FIRE TOTAL	107,858.00	5,248.59	38,991.30	36.15
001-170-6407	BUILDING INSPECTION FEES	30,000.00	1,612.80	11,738.64	39.13
	BUILDING INSPECTIONS TOT	30,000.00	1,612.80	11,738.64	39.13
001-190-6499	ANIMAL IMPOUNDMENT	500.00	.00	66.65	13.33
	ANIMAL CONTROL TOTAL	500.00	.00	66.65	13.33

**BUDGET REPORT**  
**CALENDAR 12/2020, FISCAL 6/2021**

PCT OF FISCAL YTD 50.0%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED
	PUBLIC SAFETY TOTAL	354,623.00	24,324.06	155,667.61	43.90
001-210-6010	STREETS-WAGES	41,260.00	5,333.68	24,300.77	58.90
001-210-6230	STREETS-EDUCATION/TRAINI	700.00	.00	356.00	50.86
001-210-6332	STREETS-VEHICLE MAINT	.00	.00	.00	.00
001-210-6417	STREETS-PROJECTS	.00	40,000.00	40,000.00	.00
001-210-6419	STREETS-TECHNOLOGY SERV	2,305.00	40.01	2,730.00	118.44
001-210-6499	STREETS-CONTRACT LABOR	1,000.00	.00	436.25	43.63
001-210-6507	STREETS-SUPPLIES R16	.00	.00	.00	.00
001-210-6599	STREETS-MISC SUPPLIES	1,500.00	.00	183.12	12.21
021-210-6417	T&A(SC)-REFUNDS	1,000.00	.00	.00	.00
029-210-6710	DEPR-NON RUT EQUIP	9,500.00	.00	9,072.75	95.50
110-210-6331	RUT-VEHICLE OPERATIONS	3,000.00	170.73	1,313.27	43.78
110-210-6407	RUT-ENGINEERING	.00	.00	.00	.00
110-210-6408	RUT-LIABILITY INSURANCE	.00	.00	.00	.00
110-210-6417	RUT-STREET REPAIRS/MAINT	190,400.00	22,400.00	143,417.10	75.32
110-210-6425	RUT-SIDEWALK IMPROVEMENT	2,000.00	.00	694.00	34.70
110-210-6490	RUT-FAIR VIEW DR SIDEWAL	18,000.00	.00	12,748.00	70.82
110-210-6504	RUT-STREET EQUIP	.00	.00	.00	.00
110-210-6710	RUT-DEPR EQUIP EXPENSES	.00	.00	.00	.00
112-210-6110	STREETS-FICA - STREETS	3,156.00	408.05	1,889.71	59.88
112-210-6130	STREETS-IPERS	3,895.00	486.67	2,277.94	58.48
112-210-6150	STREETS-GROUP INSURANCE	10,320.00	868.60	4,720.56	45.74
112-210-6155	CITY SHARE- HSA	2,325.00	44.88	278.27	11.97
112-210-6160	STREETS-WORKER'S COMP	5,000.00	.00	63.22	1.26
112-210-6170	STREETS-UNEMPLOYMENT	.00	.00	.00	.00
112-210-6181	STREETS-UNIFORM ALLOWANC	400.00	.00	400.00	100.00
	ROADS, BRIDGES, SIDEWALK	295,761.00	69,752.62	244,880.96	82.80
110-230-6371	RUT-STREET LIGHTS	25,000.00	2,744.10	8,354.88	33.42
110-230-6509	RUT-STREET SIGNS	2,500.00	.00	1,668.23	66.73
	STREET LIGHTING TOTAL	27,500.00	2,744.10	10,023.11	36.45
110-250-6331	RUT-SNOW REM VEHICLE OPE	3,500.00	.00	.00	.00
110-250-6332	RUT-SNOW REM VEHICLE REP	4,000.00	521.58	1,403.56	35.09
110-250-6499	RUT-SNOW REM CONTRACT LA	4,000.00	.00	.00	.00
110-250-6599	RUT-SNOW REM SUPPLIES	8,500.00	.00	440.10	5.18
	SNOW REMOVAL TOTAL	20,000.00	521.58	1,843.66	9.22
001-290-6010	GARBAGE-WAGES	15,629.00	1,633.25	7,717.49	49.38
001-290-6411	GARBAGE-COURT CLAIMS	2,195.00	.00	2,195.00	100.00
001-290-6418	GARBAGE-SALES TAX	5,000.00	452.49	2,713.96	54.28
001-290-6499	GARBAGE-FEES	212,000.00	19,116.29	113,664.52	53.62
001-290-6506	GARBAGE-OFFICE SUPPLIES	1,200.00	447.54	1,560.66	130.06
001-290-6508	GARBAGE-POSTAGE	1,500.00	.00	1,500.00	100.00
112-290-6110	GARBAGE-FICA	1,196.00	124.94	590.39	49.36
112-290-6130	GARBAGE-IPERS	1,475.00	154.20	728.63	49.40
112-290-6150	GARBAGE-GROUP INSURANCE	9,108.00	751.03	4,086.82	44.87
112-290-6155	CITY SHARE- HSA	1,850.00	28.01	171.01	9.24
	GARBAGE TOTAL	251,153.00	22,707.75	134,928.48	53.72
001-299-6010	GARAGE-WAGES	28,132.00	3,210.47	14,915.26	53.02
001-299-6310	GARAGE-BUILDING REPAIRS	5,000.00	.00	950.00	19.00
001-299-6331	GARAGE-VEHICLE OPERATION	3,500.00	170.73	1,233.41	35.24

**BUDGET REPORT**  
**CALENDAR 12/2020, FISCAL 6/2021**

PCT OF FISCAL YTD 50.0%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED
001-299-6332	GARAGE-VEHICLE REPAIRS	4,000.00	.00	785.41	19.64
001-299-6371	GARAGE-UTILITIES	3,000.00	194.83	620.63	20.69
001-299-6373	GARAGE-TELEPHONE	.00	.00	.00	.00
001-299-6399	GARAGE-MINOR REPAIRS/MAI	4,000.00	334.85	2,718.87	67.97
001-299-6490	STREET TREES	28,000.00	.00	17,272.50	61.69
001-299-6507	GARAGE-OPERATING SUPPLIE	5,000.00	10.01	3,132.78	62.66
029-299-6799	DEPR-P/W BLDG EXPENSE	10,000.00	.00	.00	.00
112-299-6110	GARAGE-FICA	2,152.00	245.64	1,141.25	53.03
112-299-6130	GARAGE-IPERS	2,656.00	301.71	1,386.81	52.21
112-299-6150	GARAGE-GROUP INSURANCE	7,209.00	546.27	2,958.95	41.05
112-299-6155	CITY SHARE- HSA	1,463.00	29.00	170.08	11.63
112-299-6160	GARAGE-WORKER'S COMP	1,600.00	.00	63.22	3.95
	OTHER PUBLIC WORKS TOTAL	105,712.00	5,043.51	47,349.17	44.79
	PUBLIC WORKS TOTAL	700,126.00	100,769.56	439,025.38	62.71
001-350-6501	MOSQUITO SPRAYING	8,000.00	7,250.00	7,250.00	90.63
	WATER,AIR,MOSQUITO CONTR	8,000.00	7,250.00	7,250.00	90.63
001-399-6590	COVID-19 EXPENSES	6,000.00	42.77	1,385.17	23.09
	OTHER HEALTH/SOCIAL SERV	6,000.00	42.77	1,385.17	23.09
	HEALTH & SOCIAL SERVICES	14,000.00	7,292.77	8,635.17	61.68
001-410-6010	LIBRARY-WAGES	83,659.00	7,973.84	36,769.81	43.95
001-410-6230	LIBRARY-TRAINING/EDUCATI	250.00	.00	.00	.00
001-410-6310	LIBRARY-BLDG REPAIR/MAIN	5,000.00	215.00	2,421.84	48.44
001-410-6320	LIBRARY-GROUNDS MAINT	500.00	.00	.00	.00
001-410-6340	LIBRARY-COMPUTER MAINT	6,000.00	.00	6,763.00	112.72
001-410-6371	LIBRARY-UTILITIES	6,000.00	403.00	1,753.95	29.23
001-410-6373	LIBRARY-TELEPHONE	2,500.00	186.61	1,114.74	44.59
001-410-6390	LIBRARY-DALLAS CO FOUND	.00	.00	.00	.00
001-410-6419	LIBRARY-TECHNOLOGY SERV	1,400.00	463.08	1,046.54	74.75
001-410-6502	LIBRARY-BOOKS	16,000.00	658.75	6,429.52	40.18
001-410-6505	LIBRARY-OFFICE FURNITURE	1,500.00	145.07	236.01	15.73
001-410-6507	LIBRARY-SUPPLIES/PROG/DU	6,000.00	212.00	1,416.24	23.60
001-410-6508	LIBRARY-POSTAGE	1,000.00	55.00	154.45	15.45
001-410-6599	LIBRARY-EQUIPMENT	.00	.00	.00	.00
041-410-6502	T&A(SL)-EXPENSES	19,000.00	.00	15,523.55	81.70
112-410-6110	LIBRARY-FICA	6,400.00	609.96	2,812.78	43.95
112-410-6130	LIBRARY-IPERS	7,897.00	752.76	3,471.13	43.96
112-410-6150	LIBRARY-GROUP INSURANCE	18,964.00	1,816.28	9,888.37	52.14
112-410-6155	CITY SHARE- HSA	5,000.00	100.00	600.00	12.00
112-410-6160	LIBRARY-WORKER'S COMP	250.00	.00	63.22	25.29
121-410-6770	LOST-CAP OUTLAY LIBRARY	.00	.00	.00	.00
168-410-6721	T&A(BURNETT LIBRARY)-EXP	93,000.00	.00	93,631.24	100.68
168-410-6910	BURNETT LIBRARY-TRANSFER	550,387.00	.00	.00	.00
169-410-6770	CAP OUTLAY - LIBRARY	.00	.00	.00	.00
169-410-6910	BURNETT CAP IMP-TRANSFER	360,000.00	360,000.00	360,000.00	100.00
501-410-6502	T&A BOOKS-EXPENSE	1,000.00	.00	.00	.00

**BUDGET REPORT**  
**CALENDAR 12/2020, FISCAL 6/2021**

**PCT OF FISCAL YTD 50.0%**

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED
	LIBRARY TOTAL	1,191,707.00	373,591.35	544,096.39	45.66
001-430-6010	PARKS-WAGES	43,760.00	3,122.76	22,188.42	50.70
001-430-6230	PARKS-EDUCATION/TRAINING	200.00	.00	.00	.00
001-430-6310	PARKS-BLDG MAINT/REPAIR	27,000.00	452.96	23,653.96	87.61
001-430-6320	PARKS-GROUND MAINT/REPAI	10,000.00	553.46	6,582.76	65.83
001-430-6331	PARKS-VEHICLE OPERATION	2,000.00	82.00	1,000.00	50.00
001-430-6350	PARKS-EQUIP REPAIRS	1,000.00	.00	380.05	38.01
001-430-6371	PARKS-UTILITIES	2,500.00	117.06	840.70	33.63
001-430-6385	PARKS-PRAIRIE MEADOW GRA	.00	.00	.00	.00
001-430-6390	PARKS-DALLAS COUNTY FOUN	10,000.00	.00	.00	.00
001-430-6399	PARKS-PARK EQUIP/MAINT	60,000.00	.00	29,138.10	48.56
001-430-6450	PARKS-TREE MAINT	6,500.00	.00	3,795.00	58.38
001-430-6460	TREES PLEASE GRANT EXPEN	2,000.00	.00	.00	.00
001-430-6461	TREES FOREVER GRANT EXPE	1,500.00	.00	1,454.17	96.94
001-430-6495	PARKS-ACTIVITIES	200.00	799.70	799.70	399.85
001-430-6505	PARKS-WELLMARK GRANT	.00	1,000.00	1,000.00	.00
001-430-6507	PARKS-MISC OPERATING SUP	2,000.00	.00	643.70	32.19
029-430-6720	DEPR-PARK EXPENSES	.00	.00	.00	.00
112-430-6110	PARKS-FICA	3,348.00	238.92	1,697.52	50.70
112-430-6130	PARKS-IPERS	3,523.00	294.25	1,580.03	44.85
112-430-6150	PARKS-GROUP INSURANCE	1,801.00	145.85	806.65	44.79
112-430-6155	CITY SHARE- HSA	413.00	7.01	44.00	10.65
112-430-6160	PARKS-WORKER'S COMP	675.00	.00	63.22	9.37
112-430-6181	PARKS-UNIFORM ALLOWANCE	.00	.00	.00	.00
167-430-6320	T&A(BURNETT REC)-PARK IM	35,000.00	3,493.90	35,953.90	102.73
167-430-6910	T&A(BURNETT REC)-TRANSFE	.00	.00	.00	.00
305-430-6505	PLAYGROUND-EXPENSES	.00	.00	.00	.00
	PARKS TOTAL	213,420.00	10,307.87	131,621.88	61.67
001-440-6010	SWIM POOL-WAGES	52,627.00	874.35	25,019.07	47.54
001-440-6230	SWIM POOL-CPO TRAINING	500.00	.00	.00	.00
001-440-6310	SWIM POOL-EQUIP/BLDG REP	10,000.00	.00	117.31	1.17
001-440-6350	SWIM POOL-OPER EQUIP REP	1,000.00	.00	100.67	10.07
001-440-6371	SWIM POOL-UTILITIES	3,500.00	.00	1,551.03	44.32
001-440-6373	SWIM POOL-TELEPHONE	500.00	28.71	166.49	33.30
001-440-6418	SWIM POOL-SALES TAX	2,500.00	.00	321.37	12.85
001-440-6501	SWIM POOL-CHEM/INSPEC	6,000.00	.00	592.15	9.87
001-440-6507	SWIM POOL-OPERATING SUPP	3,000.00	7.95	882.92	29.43
029-440-6599	DEPR-POOL DONATION EXPEN	.00	.00	.00	.00
029-440-6710	DEPR-SWIM POOL EXPENSES	.00	.00	.00	.00
112-440-6110	SWIM POOL-FICA	4,026.00	66.88	1,914.01	47.54
112-440-6130	SWIM POOL-IPERS	685.00	82.25	380.85	55.60
112-440-6150	SWIM POOL-GROUP INS	3,664.00	232.33	1,267.67	34.60
112-440-6155	CITY SHARE- HSA	663.00	12.50	73.86	11.14
112-440-6160	SWIM POOL-WORKER'S COMP	2,000.00	.00	63.22	3.16
166-440-6599	T&A(REC PROGRAM) EXPENSE	.00	.00	.00	.00
167-440-6801	T&A(BURNETT REC) PRINCIP	.00	.00	.00	.00
169-440-6750	T&A(BURNETT CAP IMPR)-PA	55,000.00	.00	.00	.00
180-440-6320	REC TRAIL-EXPENSES	.00	.00	.00	.00
180-440-6380	REC TRAIL-PROJ MAIN ST G	.00	.00	.00	.00
180-440-6407	ENGINEERING	.00	.00	.00	.00
180-440-6499	REC TRAIL-TRAILHEAD ARTW	.00	.00	.00	.00

**BUDGET REPORT**  
**CALENDAR 12/2020, FISCAL 6/2021**

**PCT OF FISCAL YTD 50.0%**

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED
180-440-6801	REC TRAIL-BURNETT PRINC	.00	.00	.00	.00
180-440-6851	REC TRAIL-BURNETT INT	.00	.00	.00	.00
502-440-6505	T&A YOUTH-EXPENSES	1,500.00	.00	.00	.00
	RECREATION TOTAL	147,165.00	1,304.97	32,450.62	22.05
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	CULTURE & RECREATION TOT	1,552,292.00	385,204.19	708,168.89	45.62
001-520-6210	ECON DEV-DUES	4,500.00	.00	4,057.50	90.17
001-520-6371	ECON DEV-UTILITIES	150.00	.00	.00	.00
001-520-6402	ECON DEV-ADVERTISING/SIG	1,000.00	.00	.00	.00
001-520-6407	ECON DEV-ENGINEERING	.00	.00	.00	.00
001-520-6413	ECON DEV-PAYMENT OTHER A	7,500.00	.00	1,734.00	23.12
001-520-6470	ECON DEV-COMPLIANCE	10,000.00	146.20	2,738.06	27.38
001-520-6490	ECON DEV-MISC EXPENSE	3,000.00	.00	.00	.00
001-520-6495	ECON DEV-ACTIVITIES	25,000.00	.00	2,500.00	10.00
001-520-6499	ECON DEV-OTHER PROF SERV	2,000.00	.00	.00	.00
001-520-6761	ECON DEV-WALNUT ST INTER	.00	.00	.00	.00
125-520-6411	TIF-LEGAL EXPENSES	.00	.00	.00	.00
125-520-6499	TIF-PIONEER REBATE AGREE	.00	.00	.00	.00
125-520-6799	TIF-STREETSCAPE	.00	.00	.00	.00
	ECONOMIC DEVELOPMENT TOT	53,150.00	146.20	11,029.56	20.75
001-540-6371	P&Z-UTILITIES	.00	.00	.00	.00
001-540-6407	P&Z ENGINEERING	.00	.00	.00	.00
001-540-6414	P&Z-PUBLICATIONS	100.00	.00	.00	.00
001-540-6490	P&Z-MISC	.00	28.79	28.79	.00
	PLANNING & ZONING TOTAL	100.00	28.79	28.79	28.79
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	COMMUNITY & ECONOMIC DEV	53,250.00	174.99	11,058.35	20.77
001-610-6010	MAYOR/COUNCIL-WAGES	9,600.00	4,800.00	6,800.00	70.83
001-610-6210	MAYOR/COUNCIL-DUES	1,500.00	.00	1,135.00	75.67
001-610-6414	MAYOR/COUNCIL-PUBLICATIO	6,000.00	744.07	2,643.22	44.05
001-610-6490	MAYOR/COUNCIL-AUDITS/BON	29,000.00	.00	6,992.47	24.11
001-610-6599	MAYOR/COUNCIL-MISC EXPEN	13,500.00	15.90	11,717.87	86.80
112-610-6110	MAYOR/COUNCIL-FICA	734.00	223.36	252.36	34.38
112-610-6130	MAYOR/COUNCIL-IPERS	720.00	219.00	407.80	56.64
112-610-6160	MAYOR/COUNCIL-WORKER'S C	.00	.00	.00	.00
	MAYOR/COUNCIL/CITY MGR T	61,054.00	6,002.33	29,948.72	49.05
001-620-6010	CLERK-WAGES	60,832.00	7,321.78	33,110.35	54.43
001-620-6210	CLERK-DUES	150.00	20.00	20.00	13.33
001-620-6230	CLERK-EDUCATION/TRAINING	2,000.00	.00	247.08	12.35
001-620-6350	CLERK-EQUIPMENT REPAIRS	500.00	.00	.00	.00
001-620-6373	CLERK-TELEPHONE/RADIOS	3,100.00	228.29	1,350.24	43.56
001-620-6419	CLERK-TECHNOLOGY SERVICE	12,000.00	4,957.00	10,205.79	85.05
001-620-6490	CLERK-CONTRACT LABOR	1,000.00	.00	813.26	81.33
001-620-6505	CLERK-OFFICE EQUIP PURCH	6,000.00	.00	2,105.59	35.09
001-620-6507	CLERK-MISC OPERATING SUP	4,300.00	313.71	1,879.87	43.72
001-620-6508	CLERK-POSTAGE/BOX RENT	1,500.00	.00	815.75	54.38
112-620-6110	CLERK-FICA	4,654.00	560.14	2,532.98	54.43



**BUDGET REPORT**  
**CALENDAR 12/2020, FISCAL 6/2021**

PCT OF FISCAL YTD 50.0%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED
112-620-6130	CLERK-IPERS	5,743.00	691.21	3,125.75	54.43
112-620-6150	CLERK-GROUP INSURANCE	24,229.00	2,079.09	11,337.74	46.79
112-620-6155	CITY SHARE- HSA	5,175.00	112.84	649.09	12.54
112-620-6160	CLERK-WORKER'S COMP	375.00	.00	63.22	16.86
	CLERK/TREASURER/ADM TOTA	131,558.00	16,284.06	68,256.71	51.88
001-640-6405	ATTORNEY-MISC EXP	3,000.00	.00	1,936.00	64.53
001-640-6411	ATTORNEY-RETAINER	31,200.00	2,600.00	15,600.00	50.00
	LEGAL SERVICES/ATTORNEY	34,200.00	2,600.00	17,536.00	51.27
001-650-6310	MEMORIAL HALL-BLDG MAINT	5,000.00	8.49	8.49	.17
001-650-6320	MEMORIAL HALL-MISC EXPEN	1,300.00	61.03	564.84	43.45
001-650-6371	MEMORIAL HALL-UTILITIES	6,500.00	338.38	2,044.81	31.46
001-650-6373	MEMORIAL HALL-TELEPHONE	600.00	50.00	300.00	50.00
001-650-6399	MEMORIAL HALL-CAPITAL OU	.00	.00	.00	.00
001-650-6409	MEMORIAL HALL-JANITOR SE	4,300.00	210.00	2,214.47	51.50
001-650-6499	MEMORIAL HALL-ELEV MAINT	900.00	.00	652.56	72.51
	CITY HALL/GENERAL BLDGS	18,600.00	667.90	5,785.17	31.10
001-660-6408	GENERAL-LIABILITY INSURA	37,000.00	4,581.00	5,643.00	15.25
	TORT LIABILITY TOTAL	37,000.00	4,581.00	5,643.00	15.25
001-699-6490	MISC UNALLOCATED REIMB	3,000.00	4.34	117.31-	3.91-
	OTHER GENERAL GOVERNMENT	3,000.00	4.34	117.31-	3.91-
	GENERAL GOVERNMENT TOTAL	285,412.00	30,139.63	127,052.29	44.52
307-210-6407	ENGINEERING	.00	.00	.00	.00
307-210-6499	OTHER CONTRACTUAL SERV	.00	.00	.00	.00
200-210-6801	DS PRINC-2005 STREETS	.00	.00	.00	.00
200-210-6802	DS PRINC-TIF FAIRVIEW	.00	.00	.00	.00
200-210-6803	DS PRINC-2011 STREETS	90,000.00	.00	.00	.00
200-210-6851	DS INT-2005 STREETS	.00	.00	.00	.00
200-210-6852	DS INT-TIF FAIRVIEW	.00	.00	.00	.00
200-210-6853	DS INT-2011 STREETS	31,710.00	.00	3,076.42	9.70
200-210-6899	DS BOND REGISTRATION FEE	850.00	.00	425.00	50.00
	ROADS, BRIDGES, SIDEWALK	122,560.00	.00	3,501.42	2.86
305-430-6385	PLAYGROUND-PRAIRE MDWS G	.00	.00	.00	.00
305-430-6390	PLAYGROUND-DALLAS CNTY G	.00	.00	.00	.00
	PARKS TOTAL	.00	.00	.00	.00
200-815-6801	DS PRINC-2001 EDS	.00	.00	.00	.00
200-815-6802	DS PRINC-2001 SRF	.00	.00	.00	.00
200-815-6803	DS PRINC-2020 SRF	47,000.00	.00	.00	.00
200-815-6851	DS INT-2001 EDS	.00	.00	.00	.00
200-815-6852	DS INT-2001 SRF	.00	.00	.00	.00
200-815-6853	DS INT-2020 SRF	22,800.00	48.77	48.77	.21
200-815-6899	DS BOND REGISTRATIONS FE	500.00	6.97	6.97	1.39
	SEWER/SEWAGE DISPOSAL TO	70,300.00	55.74	55.74	.08
200-865-6801	DS PRINC-2016 SW STORM	120,000.00	.00	.00	.00
200-865-6851	DS INT-2016 SW STORM	72,535.00	.00	36,267.50	50.00
200-865-6899	DS BOND REGISTRATION	500.00	250.00	250.00	50.00
	STORM DISTRICT TOTAL	193,035.00	250.00	36,517.50	18.92
	DEBT SERVICE TOTAL	385,895.00	305.74	40,074.66	10.38

**BUDGET REPORT**  
**CALENDAR 12/2020, FISCAL 6/2021**

**PCT OF FISCAL YTD 50.0%**

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED
308-410-6770	CAP IMPROVEMENT-LIBRARY	1,632,446.00	364,734.83	909,057.19	55.69
	LIBRARY TOTAL	1,632,446.00	364,734.83	909,057.19	55.69
	CAPITAL PROJECTS TOTAL	1,632,446.00	364,734.83	909,057.19	55.69
600-810-6010	WATER-WAGES	77,518.00	8,398.86	38,914.06	50.20
600-810-6110	WATER-FICA	5,930.00	642.54	3,007.63	50.72
600-810-6130	WATER-IPERS	7,318.00	790.13	3,662.09	50.04
600-810-6150	WATER-GROUP INSURANCE	18,097.00	1,506.39	8,205.35	45.34
600-810-6155	CITY SHARE- HSA	3,763.00	68.39	416.64	11.07
600-810-6160	WATER-WORKER'S COMP	2,500.00	.00	63.23	2.53
600-810-6181	WATER-UNIFORM ALLOWANCE	400.00	.00	400.00	100.00
600-810-6210	WATER-DUES	1,500.00	275.00	765.35	51.02
600-810-6230	WATER-TRAINING	1,500.00	.00	.00	.00
600-810-6310	WATER-EQUIP/REPAIRS/MAIN	79,700.00	196.95	24,525.51	30.77
600-810-6320	WATER-WELL MAINTENANCE	25,000.00	.00	8,432.90	33.73
600-810-6331	WATER-VEHICLE OPERATIONS	2,000.00	73.16	523.78	26.19
600-810-6332	WATER-VEHICLE REPAIRS	500.00	.00	.00	.00
600-810-6340	WATER-OFFICE EQUIP	.00	.00	.00	.00
600-810-6350	WATER-CAPITAL PROJECTS	245,000.00	4,708.67	266,107.10	108.62
600-810-6371	WATER-UTILITIES	21,000.00	1,432.95	12,573.29	59.87
600-810-6373	WATER-TELEPHONE	1,000.00	66.16	385.64	38.56
600-810-6374	T&A(M)DEPOSIT REFUND	13,000.00	332.40	6,466.88	49.75
600-810-6401	WATER-AUDIT	.00	.00	.00	.00
600-810-6407	WATER-ENGINEERING	15,000.00	25.00	5,740.32	38.27
600-810-6408	WATER-INSURANCE	8,200.00	.00	.00	.00
600-810-6411	WATER-LEGAL	.00	.00	.00	.00
600-810-6418	WATER-SALES TAX EXPENSE	22,000.00	1,922.34	13,030.36	59.23
600-810-6419	WATER-TECHNOLOGY SERVICE	6,155.00	56.94	5,793.84	94.13
600-810-6499	WATER-TESTS	5,000.00	43.00	2,414.87	48.30
600-810-6501	WATER-SALT/CHEMICALS	33,000.00	.00	4,546.36	13.78
600-810-6506	WATER-OFFICE SUPPLIES	1,700.00	153.24	1,524.21	89.66
600-810-6507	WATER-OPERATING SUPPLIES	3,000.00	330.73	492.40	16.41
600-810-6508	WATER-POSTAGE	1,500.00	.00	1,400.00	93.33
600-810-6599	WATER-MISC EXP	2,500.00	64.04	306.29	12.25
600-810-6780	WATER-CAPITAL IMPROVEMEN	100,000.00	.00	.00	.00
600-810-6801	WATER DEBT-PRINC 1996	.00	.00	.00	.00
600-810-6802	WATER DEBT PRINC 1999	.00	.00	.00	.00
600-810-6803	WATER DEBT-PRINC 2008 WT	46,000.00	.00	.00	.00
600-810-6854	WATER DEPT-INT 2008 WTR	8,243.00	4,121.25	4,121.25	50.00
600-810-6851	WATER DEBT-INT 1996	.00	.00	.00	.00
600-810-6852	WATER DEBT-INT 1999	.00	.00	.00	.00
600-810-6899	WATER-BOND REGISTRATION	1,178.00	.00	.00	.00
	WATER TOTAL	759,202.00	25,208.14	413,819.35	54.51
610-815-6010	SEWER-WAGES	73,142.00	8,233.01	38,786.68	53.03
610-815-6110	SEWER-FICA	5,595.00	629.64	2,996.91	53.56
610-815-6130	SEWER-IPERS	6,905.00	774.35	3,648.72	52.84
610-815-6150	SEWER-GROUP INSURANCE	19,443.00	1,646.09	8,985.36	46.21
610-815-6155	CITY SHARE- HSA	4,350.00	97.37	593.38	13.64
610-815-6160	SEWER-WORKER'S COMP	1,200.00	.00	63.23	5.27

**BUDGET REPORT**  
**CALENDAR 12/2020, FISCAL 6/2021**

**PCT OF FISCAL YTD 50.0%**

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED
610-815-6181	SEWER-UNIFORM ALLOWANCE	400.00	.00	400.00	100.00
610-815-6210	SEWER-DUES	350.00	.00	.00	.00
610-815-6230	SEWER-EDUCATION/TRAINING	1,000.00	.00	.00	.00
610-815-6310	SEWER-BLDG REPAIR/MAINT	500.00	.00	.00	.00
610-815-6320	SEWER-GROUND REPAIR/MAIN	2,500.00	.00	.00	.00
610-815-6331	SEWER-VEHICLE OPERATIONS	1,600.00	73.16	523.77	32.74
610-815-6332	SEWER-VEHICLE REPAIRS	300.00	.00	.00	.00
610-815-6340	SEWER-OFFICE EQUIP	.00	.00	.00	.00
610-815-6350	SEWER-OPERATION/MAINT	20,000.00	.00	2,441.32	12.21
610-815-6371	SEWER-UTILITIES	10,000.00	610.03	5,580.26	55.80
610-815-6373	SEWER-TELEPHONE	.00	.00	.00	.00
610-815-6374	SEWER DEPOSITS	2,000.00	119.20	527.41	26.37
610-815-6407	SEWER-ENGINEERING	170,500.00	29,229.05	98,068.55	57.52
610-815-6408	SEWER-INSURANCE	12,000.00	.00	.00	.00
610-815-6411	SEWER-LEGAL	.00	.00	6,648.90	.00
610-815-6418	SEWER-SALES TAX EXPENSE	4,300.00	441.86	3,056.12	71.07
610-815-6419	SEWER-TECHNOLOGY SERVICE	6,655.00	56.93	5,793.77	87.06
610-815-6499	SEWER-TESTS	8,000.00	376.50	3,429.28	42.87
610-815-6506	SEWER-OFFICE SUPPLIES	2,000.00	153.25	1,524.41	76.22
610-815-6507	SEWER-SUPPLIES	1,000.00	330.73	492.40	49.24
610-815-6508	SEWER-POSTAGE	1,500.00	.00	.00	.00
610-815-6599	SEWER-ADMIN EXPENSES	2,350.00	4.47	122.98	5.23
610-815-6767	SEWER-FAIR VIEW DR SAN S	.00	.00	16,202.32	.00
610-815-6780	SEWER-CAPITAL OUTLAY PRO	3,300,000.00	327,731.42	2,482,565.52	75.23
610-815-6801	SEWER DEBT-PRINC-2001 ED	.00	.00	.00	.00
610-815-6802	SEWER DEBT-PRINC 1999	.00	.00	.00	.00
610-815-6803	SEWER DEBT-PRINC WASS	.00	.00	.00	.00
610-815-6804	SEWER DEBT-PRINC 2019 SR	56,000.00	.00	.00	.00
610-815-6851	SEWER DEBT-INT 2001 EDS	.00	.00	.00	.00
610-815-6853	SEWER DEBT-INT WASS	.00	.00	.00	.00
610-815-6852	SEWER DEBT-INT-1999	.00	.00	.00	.00
610-815-6854	SEWER DEBT-INT 2019 SRF	48,358.00	16,768.94	16,768.94	34.68
610-815-6899	SEWER DEBT-REGISTRAR FEE	6,908.00	2,395.57	2,395.57	34.68
	SEWER/SEWAGE DISPOSAL TO	3,768,856.00	389,671.57	2,701,615.80	71.68
740-865-6379	STORM DISTRICT-MAINT/REP	15,000.00	118.24	4,798.28	31.99
740-865-6407	STORM DISTRICT-ENGINEER	3,000.00	.00	.00	.00
740-865-6411	STORM DISTRIC-LEGAL	.00	.00	.00	.00
740-865-6418	STORM DISTRICT-SALES TAX	1,200.00	108.36	650.16	54.18
740-865-6419	STORM DISTRICT-TECH SERV	2,305.00	40.01	2,810.01	121.91
740-865-6765	STORM DISTRICT-CAPITAL P	142,889.00	.00	18,727.90	13.11
740-865-6801	PRINCIPAL PAYMENTS	.00	.00	.00	.00
740-865-6851	INTEREST PAYMENTS	.00	.00	.00	.00
740-865-6899	BOND REGISTRATION FEES	.00	.00	.00	.00
	STORM DISTRICT TOTAL	164,394.00	266.61	26,986.35	16.42
	ENTERPRISE FUNDS TOTAL	4,692,452.00	415,146.32	3,142,421.50	66.97
001-910-6910	GENERAL-TRANSFERS OUT	97,370.00	97,370.00	97,370.00	100.00
029-910-6910	DEPR-TRANSFER OUT	.00	.00	.00	.00
110-910-6910	RUT-TRANSFERS OUT	25,000.00	2,083.33	12,499.98	50.00

**BUDGET REPORT**  
**CALENDAR 12/2020, FISCAL 6/2021**

**PCT OF FISCAL YTD 50.0%**

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED
112-910-6910	T&A(EB)-TRANSFER OUT	.00	.00	.00	.00
119-910-6910	EMERGENCY FUND-TRANSFER	.00	142.93	142.93	.00
121-910-6910	LOST-TRANSFER OUT	309,290.00	204,554.00	227,324.00	73.50
125-910-6910	TIF-TRANSFER OUT	146,651.00	1,083.25	80,151.50	54.65
167-910-6910	T&A(BURNETT REC)-TRANSFE	.00	.00	.00	.00
169-910-6910	T&A(BURNETT CAP IMP TRAN	.00	.00	.00	.00
180-910-6910	REC TRAIL-TRANSFER OUT	.00	.00	.00	.00
307-910-6911	TRANSFER OUT - TIF	.00	.00	.00	.00
301-910-6910	TRANSFER OUT	.00	.00	.00	.00
308-910-6910	TRANSFER OUT	.00	.00	.00	.00
600-910-6910	WATER-TRANSFERS OUT	6,000.00	6,000.00	6,000.00	100.00
610-910-6910	SEWER-TRANSFERS OUT	6,000.00	6,000.00	6,000.00	100.00
740-910-6910	STORM DISTRICT-TRANSFER	5,000.00	416.67	2,500.02	50.00
	TRANSFERS TOTAL	595,311.00	317,650.18	431,988.43	72.57
	TRANSFER OUT TOTAL	595,311.00	317,650.18	431,988.43	72.57
=====					
	TOTAL EXPENSES BY FUNCTI	10,265,807.00	1,645,742.27	5,973,149.47	58.18
=====					

# Monthly Water Report

Date	Dec-20																							
<b>Water Plant</b>																								
Total Gal.>	4,636,900	Max	256,000	Min	85,700	Avg	150	Gpm	245															
Total Hrs.>	305.2	Max	17.1	Min	5.2	Avg	9.8																	
Last Month.>	4,069,900	Max	181,200	Min	108,600	Avg	135,700	Gpm	257															
Last Year.>	3,689,600	Max	149,900	Min	83,100	Avg	119,000	Gpm	239															
Lbs.of Chlorine	535	Lbs of Fluoride	41	Gallons of salt brine	3,678																			
Chlorine.Mg/l	0.72	Fluoride.Mg/l	0.6	Hardness. Mg/l	104	Iron. Mg/l	0.01	Nitrate.Mg/l																
Well																								
<b>Date</b>	12/17/2020																							
	S	R	DD	Gpm	S	R	DD	Gpm	S	R	DD	Gpm	S	R	DD	Gpm	S	R	DD	Gpm				
Well # 7	32	20	12	120																				
Well # 9	36	24	12	80																				
Well # 10	24	10	14	110																				
Well # 11	30	18	12	265																				
Test Well																								
<b>Water Meters</b>																								
	New Installs			Read In																				
	Replace Meter			Read Out																				
	Replace Radio Read			Shut off For nonpayment																				
	Repair																							
<b>Fire Hydrants</b>																								
	New Install			Flush Hyd			Repair Hyd																	
<b>Water Plant</b>																								
	12/9/2020 - Backashed iron filters.																							
	12/16/2020 - Installed new raw water meter at water plant																							
	12/23/2020 - Installed in brine pump																							
<b>Water Tower</b>																								
<b>Reservoir</b>																								
	Electric Pump installed booster pump																							
<b>Dist. System</b>																								
	12/12/2020 - Main break 13th and Ash.																							
<b>Wells</b>																								
	Tested Wells 7-9-10-11 no issues																							
<b>Other</b>																								

## FIRE & EMS REPORT

December 2020

Total calls : 24

### **FIRE 8 total**

1 Mutual aid with Waukee

1 MVC

4 coq to Grimes/Johnston

1 structure fire

1 alarm call

### **EMS 16 Total**

16 calls for service (16 City/0 Rural)



## December 2020 Dallas Center Calls for Service

DATE/TIME	INCIDENT	LOCATION
2020-12-01 09:02	MEDICAL/AMBULANCE TRIP	606 LINDEN ST, DALLAS CENTER
2020-12-01 09:44	911 MISDIAL	SUGAR GROVE AVE / QUINLAN AVE
2020-12-01 14:54	VEHICLE UNLOCK	1107 WALNUT ST, DALLAS CENTER
2020-12-01 15:04	MVC-PD	595 SUGAR GROVE AVE, DALLAS CENTER
2020-12-01 22:27	DISTURBANCE	1405 WALNUT ST, DALLAS CENTER
2020-12-02 11:51	CIVIL DISPUTE	307 14TH ST, Apt. C, DALLAS CENTER
2020-12-02 15:10	EXTRA PATROL	1106 LINDEN ST, DALLAS CENTER
2020-12-02 20:07	SUSPICIOUS	1605 WALNUT ST, DALLAS CENTER
2020-12-03 10:17	ANIMAL COMPLAINT	1605 WALNUT ST, DALLAS CENTER
2020-12-03 11:49	TRAFFIC COMPLAINT	1300 LINDEN ST, DALLAS CENTER
2020-12-03 21:25	TRAFFIC COMPLAINT	1202 SUGAR GROVE AVE, DALLAS CENTER
2020-12-03 21:25	ILLEGAL BURN	802 VINE ST, DALLAS CENTER
2020-12-04 09:07	ALARM	1502 WALNUT ST, DALLAS CENTER
2020-12-04 14:40	EXTRA WATCH	504 14TH ST, DALLAS CENTER
2020-12-04 15:05	MEDICAL ALARM	1005 LAUREL ST, DALLAS CENTER
2020-12-04 22:27	SUSPICIOUS	406 10TH ST, DALLAS CENTER
2020-12-05 13:32	EXTRA PATROL	1605 WALNUT ST, DALLAS CENTER
2020-12-05 16:56	RETURN PHONE CALL	1229 MAPLE ST, DALLAS CENTER
2020-12-06 13:24	TRAFFIC STOP	11TH ST / SUGAR GROVE AVE, DALLAS CENTER
2020-12-06 13:48	SCAM	1605 WALNUT ST, DALLAS CENTER
2020-12-06 16:11	MEDICAL/AMBULANCE TRIP	7 PRAIRIE LN, DALLAS CENTER
2020-12-06 16:50	RETURN PHONE CALL	1605 WALNUT ST, DALLAS CENTER
2020-12-06 16:58	ANIMAL CONTROL	SYCAMORE ST / PERCIVAL AVE, DALLAS CENTER
2020-12-07 09:07	MEDICAL/AMBULANCE TRIP	606 LINDEN ST, DALLAS CENTER
2020-12-07 12:26	911 HANGUP	1204 LINDEN ST, DALLAS CENTER
2020-12-07 21:19	EXTRA PATROL	1605 WALNUT ST, DALLAS CENTER
2020-12-08 07:51	MUTUAL AID FIRE	1502 WALNUT ST, DALLAS CENTER
2020-12-08 14:56	911 HANGUP	240 <sup>TH</sup> ST / ORDER DR
2020-12-09 16:32	EXTRA PATROL	1605 WALNUT ST, DALLAS CENTER
2020-12-10 08:43	THEFT	1400 VINE ST, DALLAS CENTER
2020-12-10 22:24	MEDICAL/AMBULANCE TRIP	1408 WALNUT ST, Apt. B, DALLAS CENTER
2020-12-10 22:40	DEATH INVESTIGATION	1408 WALNUT ST, Apt. B, DALLAS CENTER

2020-12-11 09:50	RETURN PHONE CALL	1408 WALNUT ST, Apt. B, DALLAS CENTER
2020-12-12 00:33	EXTRA PATROL	1404 SUGAR GROVE AVE, DALLAS CENTER
2020-12-12 04:52	ORDINANCE VIOLATIONS	1400 WALNUT ST, DALLAS CENTER
2020-12-12 07:52	PUBLIC WORKS/CO ENGINEER	204 15TH ST, DALLAS CENTER
2020-12-12 08:35	PUBLIC WORKS/CO ENGINEER	506 15TH ST, DALLAS CENTER
2020-12-12 14:46	RETURN PHONE CALL	1408 WALNUT ST, DALLAS CENTER
2020-12-12 21:37	ALARM	595 SUGAR GROVE AVE, DALLAS CENTER
2020-12-12 23:47	DISTURBANCE	607 9TH ST, DALLAS CENTER
2020-12-13 00:46	NOISE COMPLAINT	702 ELM CT, DALLAS CENTER
2020-12-13 10:49	ASSIST	1505 WALNUT ST, DALLAS CENTER
2020-12-14 00:12	DOMESTIC	1006 VINE ST, DALLAS CENTER
2020-12-14 01:11	MEDICAL/AMBULANCE TRIP	1204 LINDEN ST, Apt. 406, DALLAS CENTER
2020-12-14 10:05	MEDICAL/AMBULANCE TRIP	1107 SUGAR GROVE AVE, Apt. 15, DALLAS CENTER
2020-12-14 15:16	MEDICAL/AMBULANCE TRIP	1107 SUGAR GROVE AVE, Apt. 11, DALLAS CENTER
2020-12-15 10:51	FOLLOW UP INVESTIGATION	1408 WALNUT ST, Apt. B, DALLAS CENTER
2020-12-18 07:27	CIVIL PAPER	1200 ASH ST, DALLAS CENTER
2020-12-18 12:11	CIVIL PAPER	1005 VINE ST, DALLAS CENTER
2020-12-18 12:19	WELFARE CHECK	401 PERCIVAL AVE, DALLAS CENTER
2020-12-18 19:38	SUSPICIOUS	1502 CHERRY ST, DALLAS CENTER
2020-12-18 22:24	WELFARE CHECK	1806 LINDEN ST, Apt. 8, DALLAS CENTER
2020-12-19 13:57	DISTURBANCE	1709 CHERRY ST, DALLAS CENTER
2020-12-19 19:13	DISTURBANCE	1405 WALNUT ST, DALLAS CENTER
2020-12-19 19:40	MEDICAL ALARM	1107 SUGAR GROVE AVE, Apt. 15, DALLAS CENTER
2020-12-20 15:46	CIVIL PAPER	1200 ASH ST, DALLAS CENTER
2020-12-20 18:08	MEDICAL/AMBULANCE TRIP	104 PERCIVAL AVE, DALLAS CENTER
2020-12-21 09:25	SUSPICIOUS	1204 LINDEN ST, DALLAS CENTER
2020-12-21 13:16	CIVIL PAPER	1200 ASH ST, DALLAS CENTER
2020-12-21 13:32	911 MISDIAL	PERCIVAL AVE / SUGAR GROVE AVE, DALLAS CENTER
2020-12-21 20:46	MOTORIST ASSIST	10TH ST / SUGAR GROVE AVE, DALLAS CENTER
2020-12-21 21:28	911 HANGUP	240 <sup>TH</sup> ST / ORDER DR, DALLAS CENTER
2020-12-22 07:58	ALARM	1101 WALNUT ST, DALLAS CENTER
2020-12-22 11:50	MEDICAL/AMBULANCE TRIP	19 ORCHARD LN, DALLAS CENTER
2020-12-22 13:56	MOTORIST ASSIST	HATTON AVE / SUGAR GROVE AVE, DALLAS CENTER
2020-12-22 16:46	INFORMATION	SYCAMORE ST / PERCIVAL AVE, DALLAS CENTER
2020-12-23 00:21	MEDICAL/AMBULANCE TRIP	703 9TH ST, DALLAS CENTER
2020-12-23 11:03	DISTURBANCE	1400 VINE ST, DALLAS CENTER
2020-12-23 21:36	MEDICAL/AMBULANCE TRIP	1500 VINE ST, DALLAS CENTER
2020-12-23 23:57	TRAFFIC STOP	13TH ST / VINE ST, DALLAS CENTER
2020-12-24 10:44	MEDICAL TRANSPORT	507 14TH ST, DALLAS CENTER
2020-12-25 18:27	FIREWORKS	1005 SYCAMORE ST, DALLAS CENTER
2020-12-25 20:49	THEFT OF MOTOR VEHICLE	1500 SUGAR GROVE AVE, DALLAS CENTER



2020-12-26 16:50	EXTRA PATROL	15 ORCHARD LN, DALLAS CENTER
2020-12-27 13:30	MEDICAL/AMBULANCE TRIP	206 KELLOGG AVE, DALLAS CENTER
2020-12-28 04:40	MEDICAL/AMBULANCE TRIP	1800 LINDEN ST, Apt. 6, DALLAS CENTER
2020-12-28 05:49	INFORMATION	1800 LINDEN ST, Apt. 6, DALLAS CENTER
2020-12-28 13:47	911 HANGUP	SUGAR GROVE AVE / KELLOGG AVE, DALLAS CENTER
2020-12-29 09:00	DEATH INVESTIGATION	1204 LINDEN ST, DALLAS CENTER
2020-12-30 08:39	FIRE ALARM	810 SUGAR GROVE AVE, Apt. D, DALLAS CENTER
2020-12-30 09:18	CIVIL PAPER	1200 ASH ST, DALLAS CENTER
2020-12-30 12:35	RETURN PHONE CALL	124 LAKE SHORE DR, DALLAS CENTER
2020-12-30 16:50	MOTORIST ASSIST	595 SUGAR GROVE AVE, DALLAS CENTER
2020-12-31 08:50	SUSPICIOUS	595 SUGAR GROVE AVE, DALLAS CENTER
2020-12-31 09:32	CIVIL PAPER	1200 ASH ST, DALLAS CENTER
2020-12-31 09:37	CIVIL PAPER	703 OAK CT, DALLAS CENTER
2020-12-31 10:43	MEDICAL/AMBULANCE TRIP	307 14TH ST, Apt. A, DALLAS CENTER
2020-12-31 11:38	ANIMAL BITE/ATTACK	302 PERCIVAL AVE, DALLAS CENTER
2020-12-31 13:13	ANIMAL BITE/ATTACK	1500 WALNUT ST, DALLAS CENTER
2020-12-31 16:03	CIVIL DISPUTE	101 PERCIVAL AVE, DALLAS CENTER
2020-12-31 22:18	FIREWORKS	1107 SUGAR GROVE AVE, DALLAS CENTER
Grand Total	344 hours patrol, 17 hours on calls, 361 total, 320 required	91

# DECEMBER 2020 CODE ENFORCEMENT REPORT DALLAS

## CENTER

CASE #	ADDRESS	VIOLATION	DATE OF VIOLATION	REINSPECT DATE	COMMENTS	COMPLIED
2017-051	1600 Linden	Property Maintenance BEGIN 2017	5/24/2017	7/26/2017 10/11/17 12/6/17 1/26/18 5/2/18 8/8/18 12/20/18	Advisory / Will have financing in October 11/1/17 Certified 1/3/18 FINAL NOTICE-- 1-17-18 New contractor will finish in spring 6/20/18 reminder 11/6/18 REMINDER	
2019-042	1401 Walnut	Property Maintenance BEGIN 2019	4/24/2019	5/28/2019 6/20/19	Advisory/ 5/20/19 Certified	
2019-065	1201 Walnut	Junk & Vehicles	5/29/2019	6/13/2019 8/2/19	Advisory 6/19/19 sent new pictures- 7/17/19 Certified	
2019-115	302 -14	Prop. Maint	8/13/2019	11/26/2019 1/7/20 5/30/20 8/18/20	Advisory- 10/29/19 Certified Extend to Spring-6-17-20 Municipal Infraction	
2020-071	107 Percival	Vehicle&Parking BEGIN-2020	6/8/2020	6/25/2020 9/3/20 11/13/20	Advisory-8/18/20 Certified- 10/27/20 FINAL	12/1/2020
2020-078	1205 Walnut	Junk	6/17/2020	6/23/2020 7/10/20 8/7/20	M- Advisory- 7/20/20 Certified	

2020-094	1605 Sugar Grove	Vehicle&Parking	7/20/2020	8/6/2020 9/9/20 10/14/20 12/18/20	Advisory- 8/24/20 Certified- 9/29/20 new advisory	12/28/2020
2020-109	1005 Sugar Grove	Vehicle	8/24/2020	9/9/2020	Advisory	
2020-122	1305-8	JUNK R.O.W.	9/9/2020	9/16/2020	M	12/1/2020
2020-133	107-14	Junk	10/6/2020	10/13/2020 11/13/20 12/25/20	M- 10/27/20 Advisory- 12/10/20 Certified	
2020-139	804 Fairview	Junk	10/20/2020	10/27/2020 11/18/20 12/18/20 1/4/21	M- 11/2/20 Advisory-12/1/20 Certified- 12/21/20 FINAL	
2020-140	1305-8	Junk R.O.W.	10/20/2020	10/27/2020 11/13/20	M- 10/27/20 Advisory	12/17/2020
2020-145	401-13	Vehicle	10/27/2020	11/3/2020	M	12/1/2020
2020-146	206-14	Junk R.O.W.	10/27/2020	11/3/2020	M	12/28/2020
2020-147	1803 Sugar Grove	Junk R.O.W.	10/27/2020	11/3/2020	M	12/1/2020
2020-149	201-10	JUNK R.O.W.	11/2/2020	11/10/2020	M	12/1/2020
2020-150	701-10	Parking	11/2/2020	11/10/2020	M	12/1/2020
2020-151	703-10	Parking	11/2/2020	11/10/2020	M	12/10/2020
2020-152	904-8	Parking	11/2/2020	11/10/2020	M	12/1/2020
2020-153	206 Kellogg	Junk R.O.W.	11/2/2020	11/10/2020	M	12/1/2020
2020-154	204-10	Vehicle	12/1/2020	12/18/2020	Advisory	12/17/2020
2020-155	705-10	Vehicle	12/1/2020	12/18/2020	Advisory	12/17/2020
2020-156	1108-8	Parking	12/1/2020	12/8/2020 12/25/20	M- 12/10/20 Advisory	12/17/2020
2020-157	400-13	Junk	12/1/2020	12/18/2020 1/4/21	Advisory- 12-21-20 Certified	
2020-158	1711 Cherry	Junk R.O.W.	12/1/2020	12/8/2020 12/25/20	M- 12/10/20 Advisory	
2020-159	207 Kellogg	Junk R.O.W.	12/1/2020	12/8/2020	M	12/10/2020
2020-160	1903 Sugar Grove	F.Y.P.	12/1/2020	12/8/2020 12/25/20	M- 12/10/20 Advisory	12/17/2020



**Applicant License Application ( BC0030949 )**

<b>Name of Applicant:</b> <u>DOLGENCORP, LLC</u>		
<b>Name of Business (DBA):</b> <u>DOLLAR GENERAL STORE 21196</u>		
<b>Address of Premises:</b> <u>595 SUGAR GROVE AVENUE</u>		
<b>City</b> <u>Dallas Center</u>	<b>County:</b> <u>Dallas</u>	<b>Zip:</b> <u>50063</u>
<b>Business</b> _____		
<b>Mailing</b>		
<b>City</b> <u>GOODLETTSVILLE</u>	<b>State</b> <u>TN</u>	<b>Zip:</b> <u>37072</u>

**Contact Person**

<b>Name</b> <u>Caleb Barton</u>
<b>Phone:</b> _____
<b>Email</b> _____
<b>TAX-</b> _____

**Classification** Class C Beer Permit (BC)

**Term:** 12 months

**Effective Date:** 01/22/2021

**Expiration Date:** 01/21/2022

**Privileges:**

- Class B Wine Permit
- Class C Beer Permit (BC)
- Sunday Sales

**Status of Business**

<b>BusinessType:</b> <u>Limited Liability Company</u>	
<b>Corporate ID Number:</b> <u>XXXXXXXXXX</u>	<b>Federal Employer ID</b> <u>XXXXXXXXXX</u>

**Ownership**

**DOLLAR GENERAL CORPORATION**

**First Name:** DOLLAR **Last Name:** GENERAL CORPORATION  
**City:** GOODLETTSVILLE **State:** Tennessee **Zip:** 37072  
**Position:** N/A  
**% of Ownership:** 100.00% **U.S. Citizen:** Yes

**LAWRENCE GATTA**

**First Name:** LAWRENCE **Last Name:** GATTA  
**City:** BRENTWOOD **State:** Tennessee **Zip:** 37027  
**Position:** NON MEMBER MANAGER  
**% of Ownership:** 0.00% **U.S. Citizen:** Yes

**JASON REISER**

**First Name:** JASON **Last Name:** REISER  
**City:** NASHVILLE **State:** Tennessee **Zip:** 37212

**Position:** NON MEMBER MANAGER

**% of Ownership:** 0.00%

**U.S. Citizen:** Yes

**Insurance Company Information**

<b>Insurance Company:</b>	
<b>Policy Effective Date:</b>	<b>Policy Expiration</b>
<b>Bond Effective</b>	<b>Dram Cancel Date:</b>
<b>Outdoor Service Effective</b>	<b>Outdoor Service Expiration</b>
<b>Temp Transfer Effective</b>	<b>Temp Transfer Expiration Date:</b>

**Applicant License Application ( )**

<b>Name of Applicant:</b> <u>Sugar Grove Goods</u>		
<b>Name of Business (DBA):</b> <u>Sugar Grove Goods</u>		
<b>Address of Premises:</b> <u>1404 Walnut St</u>		
<b>City</b> <u>Dallas Center</u>	<b>County:</b> <u>Iowa</u>	<b>Zip:</b> <u>50063</u>
<b>Business</b> _____		
<b>Mailing</b>		
<b>City</b>	<b>State</b> <u>IA</u>	<b>Zip:</b>

**Contact Person**

<b>Name</b> <u>Megan Dickinson</u>
<b>Phone:</b> ( _____ ) <b>Email</b> _____

**Classification** Special Class C Liquor License (BW) (Beer/Wine)

**Term:** 12 months

**Effective Date:** 01/20/2021

**Expiration Date:** 01/01/1900

**Privileges:**

Special Class C Liquor License (BW) (Beer/Wine)

**Status of Business**

<b>BusinessType:</b> <u>Limited Liability Company</u>	
<b>Corporate ID Number:</b> <u>XXXXXXXXXX</u>	<b>Federal Employer ID</b> <u>XXXXXXXXXX</u>

**Ownership**

**Megan Dickinson**

**First Name:** Megan

**Last Name:** Dickinson

**City:** Dallas Center

**State:** Iowa

**Zip:** 50063

**Position:** Owner

**% of Ownership:** 100.00%

**U.S. Citizen:** Yes

**Insurance Company Information**

<b>Insurance Company:</b> <u>MOUNT VERNON FIRE INS CO</u>	
<b>Policy Effective Date:</b>	<b>Policy Expiration</b>
<b>Bond Effective</b>	<b>Dram Cancel Date:</b>
<b>Outdoor Service Effective</b>	<b>Outdoor Service Expiration</b>
<b>Temp Transfer Effective</b>	<b>Temp Transfer Expiration Date:</b>

## ORDINANCE NO. 549

### AN ORDINANCE AMENDING CHAPTER 165 OF THE CODE OF ORDINANCES OF THE CITY OF DALLAS CENTER, IOWA, AS AMENDED, (ZONING CODE) TO MODIFY SECTION 165.41(5) RELATING TO OFF-STREET PARKING AND SURFACING REQUIREMENTS

**WHEREAS**, the City Council of the City of Dallas Center conducted a public hearing at 7 p.m. on January 12, 2021, on a proposed amendment to Section 165.41(5) of the Code of Ordinances of the City of Dallas Center, Iowa, as amended, with respect to Off-Street Parking and Surfacing Requirements.

**BE IT ENACTED** by the City Council of the City of Dallas Center, Iowa, that:

**SECTION 1.** Section 165.41(5) of the Code of Ordinances of the City of Dallas Center, Iowa, as amended, is hereby amended to read as follows:

5. Surfacing Requirements. All off-street parking and loading areas and access roadways shall be paved with asphaltic or portland cement concrete pavement. Off-street parking, except in the "C-1" Traditional Central Business District, of automobiles, vans, campers, trucks, trailers, tractors, recreational vehicles, boats, construction equipment, and any other motor vehicle equipped for street and highway travel shall be on an asphaltic or portland cement concrete paved parking area that extends the entire length of the vehicle. Such off-street parking shall only be permitted between the building and the public (or private) street right-of-way. Driveways for individual single-family detached or attached townhouse style residences on private property shall be asphaltic concrete or portland cement concrete, and shall connect to the public (or private) street. The Council may waive or modify to a lesser requirement any provision or requirement contained in this subsection with respect to any new subdivision platted in an "E" District, after review by the Plan and Zoning Commission and provided such change adequately safeguards the general public and the surrounding property.



**SECTION 2.**        **Repealer.**        All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

**SECTION 3.**        **Severability Clause.**        If any section, provision or part of this Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any section, provision or part there of not adjudged invalid or unconstitutional.

**SECTION 4.**        **When Effective.**        This Ordinance shall be in full force and effect from and after its passage and publication as provided by law.

Passed by the City Council on the 12<sup>th</sup> day of January, 2021, and approved the 12<sup>th</sup> day of January, 2021.

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Michael A. Kidd, Mayor

ATTEST:

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Cindy Riesselman, City Clerk



QUAD CITIES OFFICE  
131 W 2nd Street, Suite 400  
P.O. Box 3608  
Davenport, IA 52801  
PHONE 563.322.7301 FAX 563.322.2503

CENTRAL IOWA OFFICE  
1001 Office Park Road, Suite 110  
West Des Moines, IA 50265  
PHONE 515.645.4481 FAX 515.270.4614  
WEB [estesconstruction.com](http://estesconstruction.com)

January 6, 2021

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

DALLAS CENTER PUBLIC LIBRARY – PHASE 2  
Change Orders – Dallas Center City Council Meeting January 12 2021

For the Dallas Center City Council Meeting to be held January 12, 2021 we present the following change orders for the Dallas Center Library project for consideration by the Council:

- Change Order #003 for K. Johnson Construction has a value of \$10,588.00. This change will INCREASE the contract amount by \$0.00. The amount of the change will be allocated to the construction contingency already in the contract amount. This change is to:
  - Revise the location of the new children's library office.
  - Revise ceiling layout.
  - Revise paint colors.
  - Revise window shades.
  - Revise sidewalk slopes

Estes has reviewed these Change Orders along with Pelds Design Services and we find the costs reasonable and acceptable.

If you have any questions or comments concerning the project or these change orders, please contact Randy Sharp at (515)-357-4034

Estes Construction

A handwritten signature in black ink, appearing to read "Randy Sharp", is written over the printed name.

Randy Sharp  
Senior Project Manager



Prime Contract Change Order

**AIA G701/CMa -1992**  
**ChangeOrder - Construction Manager - Adviser Edition**

<b>PROJECT (Name and address):</b> Dallas Center Library Ph. 2  1308 Walnut St. Dallas Center, IA 50063	<b>CHANGE ORDER NUMBER:</b> 003  <b>INITIATION DATE:</b> 12/28/2020	<b>Owner</b> <input checked="" type="checkbox"/> <b>Construction Manager</b> <input checked="" type="checkbox"/> <b>Architect</b> <input checked="" type="checkbox"/> <b>Contractor</b> <input checked="" type="checkbox"/>
<b>TO CONTRACTOR (Name and address):</b> K Johnson Construction  85 Paine St., Suite A Bondurant, IA 50035	<b>PROJECT NUMBERS:</b> 2-746 <b>CONTRACT DATE:</b> 8/17/2020 <b>CONTRACT FOR:</b> 2746 Dallas Ctr Library-K Johnson 061000	

The Contract is hereby revised by the following items:  
 Per COR 007 & 008

PCO	Item #	Description	Amount
007	001	Sidewalk Changes per PR 006	\$5,564.00
008	001	Miscellaneous revisions to Children's Librarian Office per PR 007	\$5,024.00
008	004	Bid Package A remaining Allowance: \$20,795.00	-\$10,588.00

The original Contract Value was.....	\$787,146.00
Sum of changes by prior Prime Contract Change Orders.....	\$0.00
The Contract Value prior to this Prime Contract Change Order was.....	\$787,146.00
The Contract Value will be changed by this Prime Contract Change Order in the amount of.....	\$0.00
The new Contract Value including this Prime Contract Change Order will be.....	\$787,146.00
The Contract duration will be changed by.....	0 days
The revised Substantial Completion date as of this Prime Contract Change Order is.....	

**NOTE:** This summary does not reflect changes in the Contract Sum, Contract time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE OWNER, CONSTRUCTION MANAGER, ARCHITECT AND CONTRACTOR.**

Estes Construction  
**CONSTRUCTION MANAGER (Firm name):**  
 P.O. Box 3608  
 Davenport, IA 52801

Pelds Design Services  
**ARCHITECT (Firm name):**  
 2323 Dixon Street

**ADDRESS**

**ADDRESS**

**BY (Signature)**

**BY (Signature)**

(Typed Name) **DATE:**

(Typed Name) **DATE:**

K Johnson Construction  
**CONTRACTOR (Firm name):**  
 85 Paine St., Suite A  
 Bondurant, IA 50035

City of Dallas Center  
**OWNER (Firm name):**  
 1502 Walnut St.  
 Dallas Center, IA 50063

**ADDRESS**

**ADDRESS**

**BY (Signature)**

**BY (Signature)**

(Typed Name) **DATE:**

(Typed Name) **DATE:**





## Owner Change Request

PROJECT: Dallas Center Public Library Phase II KJC PROJECT NO.: 2019  
1308 Walnut St  
Dallas Center, IA 50063 CHANGE REQUEST NO.: 5

TO: Estes Construction DATE: 12/15/2020

CHANGE REQUEST TITLE: OCR 005: PR 06R West Sidewalk Revisions

K. Johnson Construction submits the following specifications and pricing to make the following changes:

SOV	DESCRIPTION	
	OCR 005: PR 06R West Sidewalk Revisions	\$6,340.00
<b>030</b>	<b>Concrete</b>	
03-1000	Prep sidewalk and place forms	Included
03-1000	Place concrete per PR 06R	Included
<b>120</b>	<b>Earthwork</b>	
31-1000	Re-grade sidewalk per PR-06R	Included
<b>N/A</b>	<b>Owner / CM / Designer Provided Items</b>	
N/A	Remove sidewalk for grading and concrete placement length of sidewalk - By Estes	Excluded
N/A	Bring in new soil for grading by Earthwork Contractor - By City of Dallas Center	Excluded
N/A	Remove excess soil after grading complete - By City of Dallas Center	Excluded
N/A	Staking new sidewalk - By Pelds	Excluded
		<b>Subtotal: 6,340.00</b>
	(No Markup: Part of \$40,000 change allowance)	Insurance 0.00%
		Fee 0.00%
		<b>TOTAL: 6,340.00</b>

**CONTRACTOR:**  
K. Johnson Construction  
85 Paine St SE, Ste A  
Bondurant, IA 50035

**CONSTRUCTION MANAGER:**  
Estes Construction  
1001 Office Park Rd, Ste 110  
West Des Moines, IA 50265

\_\_\_\_\_  
(Signature) (Date)

\_\_\_\_\_  
Matt Hoch, Project Manager  
(Printed name & title)

\_\_\_\_\_  
(Signature) (Date)

\_\_\_\_\_  
(Printed name & title)

# Breakdown Sheet

Labor, Material, Equipment Proposal



Date: 12/15/2020  
 Title: OCR 005: PR 06R West Sidewalk Revisions

Description: Remobilize, regrade, and place concrete sidewalk per PR 06R (dated 12/2/20).

**Direct Employee Labor**

Carpenter @ \$55.00	0 Hrs	\$0.00
Superintendent @ \$90.00	10 Hrs	\$900.00

**Equipment**

N/A		\$0.00
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**Material**

N/A		
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Subtotal Labor / Equipment / Material	\$900.00
10% Self-Perform Overhead	\$90.00
<b>Total Labor / Equipment / Material</b>	<b>\$990.00</b>

**Subcontractors**

Grading	\$1,500	LS	\$1,500.00
Stockpile / Remove spoils - By City	\$0	LS	\$0.00
Staking - By Pelds	\$0	LS	\$0.00
Concrete Prep / Placement	\$2,900	LS	\$2,900.00
Procurement Management @ \$95.00	10 Hrs		\$950.00
<b>Total Subcontractors</b>			<b>\$5,350.00</b>

**Misc Costs**

Travel & Subsistence	\$0.00
Materials & Equipment Not Incorporated	\$0.00
Rentals	\$0.00
Taxes - 0% (Tax Exempt Project)	\$0.00
Design Fee	\$0.00
Permits & License Fees	\$0.00
Utilities, Fuel and Facilities at Site	\$0.00
Incidental Expenses (Freight)	\$0.00
<b>Total Misc Costs</b>	<b>\$0.00</b>

**OCR Subtotal \$6,340.00**

\* Before Insurance and Fees - See OCR Cover Sheet



## PROPOSAL REQUEST

PR #: 07 Date: 11.23.2020

Project #: 18-119

Project Name: Dallas Center Library  
 Project Address: 1308 Walnut Street  
 Dallas Center, Iowa 50063

The design team requests a proposal to change the construction documents for the above referenced project. Please review this cover sheet and associated documents in order to provide a proposed change to the contract price as well as any change to the project schedule should this proposal be accepted.

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### Changes to Drawings:

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#### Architecture

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G001	<ul style="list-style-type: none"> <li>• REVISE location of children's librarian office</li> </ul>
A101	<ul style="list-style-type: none"> <li>• REVISE demo plan to keep water fountain and associated wall.</li> <li>• REVISE upper floor plan to adjust size of bump outs between windows</li> <li>• REVISE upper floor plan to indicate one motorized roller shade per pair of windows.</li> <li>• REVISE first floor plan to show existing drinking fountain and wall to remain</li> <li>• REVISE location of children's librarian office</li> <li>• REVISE first floor plan to adjust size of bump outs between windows</li> <li>• REVISE first floor plan to indicate one manual roller shade per pair of windows.</li> </ul>
A102	<ul style="list-style-type: none"> <li>• REVISE ceiling clouds in children's area and add overall dimension</li> <li>• ADD location of access panel in children's area and storage room</li> <li>• ADD ceiling call out and height in south vestibule</li> <li>• REVISE dimension at detail 4</li> </ul>
A301	<ul style="list-style-type: none"> <li>• REVISE wall section 1 to include roller shades</li> </ul>
A400	<ul style="list-style-type: none"> <li>• REVISE children's librarian office</li> </ul>
A700	<ul style="list-style-type: none"> <li>• REVISE location of children's librarian office</li> <li>• REVISE paint colors</li> </ul>
A800	<ul style="list-style-type: none"> <li>• REVISE children's librarian office</li> <li>• ADD interior elevations 13 and 14</li> </ul>

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#### Plumbing

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P10U	<ul style="list-style-type: none"> <li>• REVISE underfloor plumbing plans to show existing EWC to remain.</li> </ul>
P101	<ul style="list-style-type: none"> <li>• REVISE plumbing plans to show existing EWC to remain.</li> </ul>

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Electrical	
EL101	Change <ul style="list-style-type: none"> <li>• <b>REVISE</b> lighting in all restrooms to show (2) F5B fixtures in each restroom.</li> <li>• <b>REVISE</b> location of occupancy sensor for office in CHILDREN'S LIBRARY 164.</li> <li>• <b>ADD</b> (4) W3 fixtures to east exterior wall.</li> </ul>
EP101	Change <ul style="list-style-type: none"> <li>• <b>REVISE</b> power plans to show existing receptacle for EWC to remain.</li> <li>• <b>REVISE</b> receptacle layout for office in CHILDREN'S LIBRARY 164.</li> <li>• <b>REVISE</b> demolished push pad to be shown as existing.</li> <li>• <b>REVISE</b> keynotes #2 &amp; #8.</li> <li>• <b>REMOVE</b> new push pad at west entryway.</li> </ul>
ES101	Change <ul style="list-style-type: none"> <li>• <b>REVISE</b> location of V1 for office in CHILDREN'S LIBRARY 164.</li> </ul>
E500	Change <ul style="list-style-type: none"> <li>• <b>ADD</b> W3 fixture to Luminaire Schedule.</li> </ul>
E501	Change <ul style="list-style-type: none"> <li>• <b>REVISE</b> panel schedule for Panel 'M' to show circuit 16 as serving existing EWC.</li> </ul>
Technology	
T101	Change <ul style="list-style-type: none"> <li>• <b>ADD</b> C2 outlet in BUSINESS 68.</li> </ul>

- Attachments:**
- G001 CODE REVIEW
  - A101 FIRST FLOOR PLAN
  - A102 REFLECTED CEILING AND ROOF PLANS
  - A301 WALL SECTIONS
  - A400 ENLARGED PLANS
  - A700 FINISHES PLAN
  - A800 INTERIOR ELEVATIONS
  - P10U UNDER FLOOR PLAN - PLUMBING
  - P101 FIRST FLOOR PLAN - PLUMBING
  - EL101 FIRST FLOOR PLAN - LIGHTING
  - EP101 FIRST FLOOR PLAN - POWER
  - ES101 FIRST FLOOR PLAN - SYSTEMS
  - E500 ELECTRICAL SCHEDULES
  - E501 ELECTRICAL SCHEDULES
  - T101 FIRST FLOOR PLAN - TECHNOLOGY





Issued by:

A handwritten signature in black ink, appearing to read 'D. Willrich', is written over a horizontal line.

Daniel Willrich, AIA  
Director of Architecture, Business Development

**Chapter 1 - General Provisions**  
 Section 1.01 - General Notes  
 Section 1.02 - Materials and Workmanship  
 Section 1.03 - Construction Methods  
 Section 1.04 - Safety and Health  
 Section 1.05 - Environmental Protection  
 Section 1.06 - Quality Control  
 Section 1.07 - Closeout

**Chapter 2 - Foundation**  
 Section 2.01 - Foundations  
 Section 2.02 - Retaining Walls  
 Section 2.03 - Piers and Columns  
 Section 2.04 - Footings  
 Section 2.05 - Slabs on Grade  
 Section 2.06 - Basement Slabs

**Chapter 3 - Structural Steel**  
 Section 3.01 - Steel Decking  
 Section 3.02 - Steel Joists  
 Section 3.03 - Steel Beams  
 Section 3.04 - Steel Columns  
 Section 3.05 - Steel Connections  
 Section 3.06 - Steel Decking

**Chapter 4 - Concrete**  
 Section 4.01 - Formwork  
 Section 4.02 - Reinforcing Steel  
 Section 4.03 - Cast-in-Place Concrete  
 Section 4.04 - Precast Concrete  
 Section 4.05 - Grout  
 Section 4.06 - Joints

**Chapter 5 - Masonry**  
 Section 5.01 - Masonry Walls  
 Section 5.02 - Masonry Columns  
 Section 5.03 - Masonry Foundations  
 Section 5.04 - Masonry Partitions  
 Section 5.05 - Masonry Chimneys

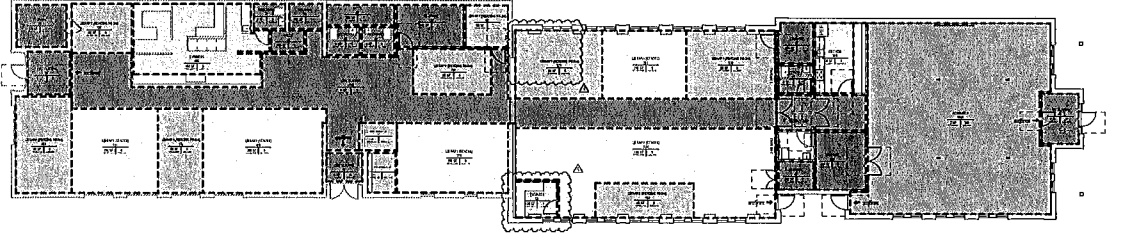
**Chapter 6 - Wood**  
 Section 6.01 - Framing  
 Section 6.02 - Decking  
 Section 6.03 - Siding  
 Section 6.04 - Roofing  
 Section 6.05 - Flooring

**Chapter 7 - Roofing**  
 Section 7.01 - Roofing  
 Section 7.02 - Flashing  
 Section 7.03 - Gutters  
 Section 7.04 - Downspouts

**Chapter 8 - Mechanical**  
 Section 8.01 - HVAC  
 Section 8.02 - Piping  
 Section 8.03 - Electrical  
 Section 8.04 - Plumbing

**Chapter 9 - Electrical**  
 Section 9.01 - Wiring  
 Section 9.02 - Panels  
 Section 9.03 - Lighting  
 Section 9.04 - Telecommunications

**Chapter 10 - Finishes**  
 Section 10.01 - Drywall  
 Section 10.02 - Paint  
 Section 10.03 - Tile  
 Section 10.04 - Carpet



**FLOOR PLAN - LEVEL 1 - CODE REVIEW**

**PR 07**

**ESTES CONSTRUCTION**

**IMEG**

**DALLAS CENTER LIBRARY - PHASE 2**  
 1300 WALWORTH STREET  
 DALLAS CENTER, TEXAS

**PR 07**

**CODE REVIEW**

**G001**



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## Owner Change Request

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PROJECT: Dallas Center Public Library Phase II KJC PROJECT NO.: 2019  
1308 Walnut St  
Dallas Center, IA 50063 CHANGE REQUEST NO.: 6

TO: Estes Construction DATE: 1/5/2021

CHANGE REQUEST TITLE: OCR 006: PR 07 Misc Changes

K. Johnson Construction submits the following specifications and pricing to make the following changes:

SOV	DESCRIPTION	
	OCR 006: PR 07 Misc Changes	\$5,024.00
<b>080</b>	<b>Finishes</b>	
09-2000	Revise Childrens Room Ceiling per plan (Added trim at ends of clouds)	Included
09-3000	Revise Paint Draw Down Samples per finish schedule	Included
		<b>Subtotal:</b> 5,024.00
	(No Markup: Part of \$40,000 change allowance)	Insurance 0.00%
		Fee 0.00%
		<b>TOTAL:</b> 5,024.00

---

**CONTRACTOR:**  
K. Johnson Construction  
85 Paine St SE, Ste A  
Bondurant, IA 50035

---

**CONSTRUCTION MANAGER:**  
Estes Construction  
1001 Office Park Rd, Ste 110  
West Des Moines, IA 50265

---

(Signature) (Date)

---

Matt Hoch, Project Manager  
(Printed name & title)

---

(Signature) (Date)

---

(Printed name & title)

---

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# Breakdown Sheet

Labor, Material, Equipment Proposal



Date: 12/15/2020  
 Title: OCR 006: PR 07 Misc Changes

Description: Revise Childrens Room layout for window shades / window trim changes.  
Update paint color selections.  
Misc demo / door infills in Phase 2.

**Direct Employee Labor**

Carpenter @ \$55.00	0 Hrs	\$0.00
Superintendent @ \$90.00	1 Hrs	\$90.00

**Equipment**

N/A		\$0.00
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**Material**

N/A		
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Subtotal Labor / Equipment / Material	\$90.00
10% Self-Perform Overhead	\$9.00
<b>Total Labor / Equipment / Material</b>	<b>\$99.00</b>

**Subcontractors**

Demolition	\$0	LS	\$0.00
Paint	\$118	LS	\$118.00
Ceilings	\$4,712	LS	\$4,712.00
Framing	\$0	LS	\$0.00
Drywall	\$0	LS	\$0.00
Procurement Management @ \$95.00	1 Hrs		\$95.00
<b>Total Subcontractors</b>			<b>\$4,925.00</b>

**Misc Costs**

Travel & Subsistence	\$0.00
Materials & Equipment Not Incorporated	\$0.00
Rentals	\$0.00
Taxes - 0% (Tax Exempt Project)	\$0.00
Design Fee	\$0.00
Permits & License Fees	\$0.00
Utilities, Fuel and Facilities at Site	\$0.00
Incidental Expenses (Freight)	\$0.00
<b>Total Misc Costs</b>	<b>\$0.00</b>

**OCR Subtotal \$5,024.00**

\* Before Insurance and Fees - See OCR Cover Sheet



QUAD CITIES OFFICE  
131 W 2nd Street, Suite 400  
P.O. Box 3608  
Davenport, IA 52801  
PHONE 563.322.7301 FAX 563.322.2503

CENTRAL IOWA OFFICE  
1001 Office Park Road, Suite 110  
West Des Moines, IA 50265  
PHONE 515.645.4481 FAX 515.270.4614  
WEB [estesconstruction.com](http://estesconstruction.com)

---

January 6, 2021

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

DALLAS CENTER PUBLIC LIBRARY – PHASE 2  
Pay Applications – Dallas Center City Council Meeting January 12 2021

For the Dallas Center City Council Meeting to be held January 12, 2021 we submit the following invoices and pay applications for the Dallas Center Library project for consideration by the Council:

- Pay Application #004 for K. Johnson Construction in the amount of \$65,630.00. This is for drywall, wood trim, paint, ceiling grid and other finishes.
- Pay Application #003 for Tri-City Electric in the amount of \$33,444.75. This is for general electrical materials / labor.

Estes has reviewed these pay applications and we recommend they be approved by the Council.

If you have any questions or comments concerning the project or these invoices, please contact Randy Sharp at (515)-357-4034

Estes Construction

A handwritten signature in black ink, appearing to read "Randy Sharp", is written over the typed name.

Randy Sharp  
Senior Project Manager

**APPLICATION AND CERTIFICATION FOR PAYMENT**

CONSTRUCTION MANAGER AS ADVISOR

Page 1 of 2 pages

TO: **City of Dallas Center**  
**Dallas Center Library**  
 Attn: Ms. Shelly Cory, Library Director  
 1502 Walnut Street  
 Dallas Center, IA 50063

PROJECT: **Dallas Center Library**  
**Renovation/Addition Phase II**  
 Dallas Center, IA

ARCHITECT: **Pelds Engineering Company**  
 2323 Dixon Street  
 Des Moines, IA 50316  
 Attn: Mr. Daniel Willrich

Application No.: 4  
 Period to: 12/31/20  
 Estes Job No.: 2752

Distribution to:  
 OWNER  
 ARCHITECT  
 CONTRACTOR

FROM: **K. Johnson Construction**  
 85 Paine St SE, Ste A  
 Bondurant, IA 50035

VIA CONSTRUCTION  
 MANAGER: **Estes Construction**  
 PO Box 3608, Davenport, IA 52808

CONTRACT FOR: **General Contracting**  
 Contract Date: 8/17/2020

**CONTRACTOR'S APPLICATION FOR PAYMENT**

Application is made for payment, as shown below, in connection with the Contract.

1. ORIGINAL CONTRACT SUM ..... \$787,146.00  
 2. Net change by Change Orders ..... 0.00  
 3. CONTRACT SUM TO DATE ..... \$787,146.00

4. TOTAL COMPLETED & STORED TO DATE..... \$ 563,052.00

5. RETAINAGE:  
 a. 0 % of Completed Work 28,153.00  
 b. 0 % of Stored Material 0.00  
 TOTAL RETAINAGE..... 28,153.00

6. TOTAL EARNED LESS RETAINAGE ..... 534,899.00

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT..... 469,269.00

8. **CURRENT PAYMENT DUE** ..... \$ 65,630.00

9. BALANCE TO FINISH, INCLUDING RETAINAGE ..... \$ 252,247.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By: [Signature] Date: 12/28/2020

State of: \_\_\_\_\_ County of: \_\_\_\_\_  
 Subscribed and sworn to before me this 28 day of December, 2020.  
 Notary Public: [Signature]  
 My Commission expires: 9-19-2022



**CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on evaluations of the work and the data comprising this application, the Construction Manager and Architect certify to the Owner that to the best of their knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED ..... \$ 65,630.00

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

CONSTRUCTION MANAGER: [Signature] Date: 01/05/2021

ARCHITECT: (NOTE: If multiple Prime Contractors are responsible for performing portions of the Project, the Architect's Certification is not required.)

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

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	0.00	0.00
Total approved this Month	0.00	0.00
<b>TOTALS</b>	<b>0.00</b>	<b>0.00</b>
<b>NET CHANGES by Change Order</b>		<b>\$0.00</b>

From: K. Johnson Construction

Project: Dallas Center Library  
Renovation/Addition Phase II

Application No.: 4

Estes Job No. 2752

Period to: 31-Dec

ITEM	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED			TOTAL COMPLETED AND STORED TO DATE	%	BALANCE TO FINISH	RETAINAGE
			PREVIOUS APPLICATIONS	THIS APPLICATION					
				WORK IN PLACE	STORED MATERIAL				
010	General Requirements	11,100.00	8,547.00	750.00		9,297.00	84%	1,803.00	\$ 464.85
020	Existing Conditions	12,060.00				0.00	0%	12,060.00	\$ -
030	Concrete	96,500.00	91,700.00			91,700.00	95%	4,800.00	\$ 4,585.00
040	Masonry	46,548.00	46,548.00			46,548.00	100%	0.00	\$ 2,327.40
050	Wood & Plastics	214,027.00	165,590.00	12,600.00		178,190.00	83%	35,837.00	\$ 8,909.50
060	Thermal & Moisture Protection	16,869.00	15,120.00			15,120.00	90%	1,749.00	\$ 756.00
070	Doors & Windows	81,743.00	65,400.00			65,400.00	80%	16,343.00	\$ 3,270.00
080	Finishes	129,868.00	12,500.00	42,050.00		54,550.00	42%	75,318.00	\$ 2,727.50
090	Restroom Specialties	4,036.00				0.00	0%	4,036.00	\$ -
100	Library Equipment	2,500.00				0.00	0%	2,500.00	\$ -
110	Furnishings	15,544.00				0.00	0%	15,544.00	\$ -
120	Earthwork	23,200.00	21,499.00			21,499.00	93%	1,701.00	\$ 1,074.95
130	Exterior Improvements	3,000.00				0.00	0%	3,000.00	\$ -
140	Utilities	18,000.00	18,000.00			18,000.00	100%	0.00	\$ 900.00
150	Staff/Bond/Permit/GL/Fee	72,151.00	49,063.00	8,500.00		57,563.00	80%	14,588.00	\$ 2,878.15
160	Owner Allowance	31,383.00				0.00	0%	31,383.00	\$ -
170	Change Order 001	3,335.00	2,903.00	432.00		3,335.00	100%	0.00	\$ 166.75
180	Change Order 002	5,282.00		1,850.00		1,850.00	35%	3,432.00	\$ 92.50
<b>PROJECT TOTAL</b>		<b>787,146.00</b>	<b>496,870.00</b>	<b>66,182.00</b>	<b>0.00</b>	<b>563,052.00</b>	<b>72%</b>	<b>224,094.00</b>	<b>28,153</b>

**APPLICATION AND CERTIFICATE FOR PAYMENT**

Invoice #: 246281

Page 1

To Owner: Estes Construction Project: 36A142340 Dallas Center Library Phase 2 Application No.: 3 Distribution to:  
 PO Box 3608 Application Date: 12/16/2020  Owner  
 Davenport, IA 52808 Period To:  Architect  
 From Contractor: Tri-City Electric Company of Iowa Architect:  Contractor  
 6225 N Brady St Project Nos: 2752  
 Davenport, IA 52806  
 Contract For: Contract Date:

**CONTRACTOR'S APPLICATION FOR PAYMENT**

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

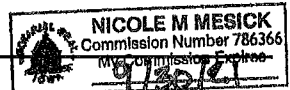
1. Original Contract Sum ..... \$195,805.00  
 2. Net Change By Change Order ..... -\$318.00  
 3. Contract Sum To Date ..... \$195,487.00  
 4. Total Completed and Stored To Date ..... \$129,422.50  
 5. Retainage :  
 a. 5.00% of Completed Work \$5,190.63  
 b. 5.00% of Stored Material \$1,280.50  
 Total Retainage ..... \$6,471.13  
 6. Total Earned Less Retainage ..... \$122,951.37  
 7. Less Previous Certificates For Payments ..... \$89,506.62  
 8. Current Payment Due ..... \$33,444.75  
 9. Balance To Finish, Plus Retainage ..... \$72,535.63

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information, and belief, the work covered by this Application for Payment has been completed in accordance with the Contract Documents. That all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Tri-City Electric Company of Iowa

By: [Signature] Date: 12/23/20

State of Iowa County of: Iowa  
 Subscribed and sworn to before me this 23 day of December 2020  
 Notary Public: Nicole Mesick  
 My Commission expires: 9/30/21



**ARCHITECT'S CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information, and belief, the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$33,444.75

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT: [Signature] Date: 01/05/2021

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment, and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	Additions	Deductions
Total changes approved in previous months by Owner	\$0.00	\$318.00
Total Approved this Month	\$0.00	\$0.00
TOTALS	\$0.00	\$318.00
Net Changes By Change Order	-\$318.00	



**CONTINUATION SHEET**

Application and Certification for Payment, containing Contractor's signed certification is attached.  
 In tabulations below, amounts are stated to the nearest dollar.  
 Use Column I on Contracts where variable retainage for line items may apply.

Application No. : 3  
 Application Date : 12/16/2020  
 To:  
 Architect's Project No.: 2752

Invoice # : 246281 Contract : 36A142340 Dallas Center Library Phase 2

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		F Materials Presently Stored  (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	J Retainage
			From Previous Application (D+E)	This Period In Place					
1	ELECTRICAL	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
2	Mobilization	3,500.00	3,500.00	0.00	0.00	3,500.00	100.00%	0.00	175.00
3	Demolition	7,500.00	7,500.00	0.00	0.00	7,500.00	100.00%	0.00	375.00
4	Temporary Material	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00%	0.00	125.00
5	Temporary Labor	6,000.00	6,000.00	0.00	0.00	6,000.00	100.00%	0.00	300.00
6	Service Material	9,800.00	7,840.00	0.00	0.00	7,840.00	80.00%	1,960.00	392.00
7	Service Labor	13,520.00	5,408.00	6,000.00	0.00	11,408.00	84.38%	2,112.00	570.40
8	Raceway Material	32,600.00	22,820.00	2,500.00	0.00	25,320.00	77.67%	7,280.00	1,266.00
9	Raceway Labor	26,079.00	13,039.50	5,000.00	0.00	18,039.50	69.17%	8,039.50	901.98
10	Lighting Material	45,500.00	0.00	15,000.00	25,610.00	40,610.00	89.25%	4,890.00	2,030.50
11	Lighting Labor	7,750.00	0.00	0.00	0.00	0.00	0.00%	7,750.00	0.00
12	Fire Alarm Material	6,450.00	0.00	750.00	0.00	750.00	11.63%	5,700.00	37.50
13	Fire Alarm Labor	3,500.00	0.00	1,500.00	0.00	1,500.00	42.86%	2,000.00	75.00
14	Device Material	1,000.00	0.00	0.00	0.00	0.00	0.00%	1,000.00	0.00
15	Device Labor	2,000.00	0.00	0.00	0.00	0.00	0.00%	2,000.00	0.00
16	Project Closeout	500.00	0.00	0.00	0.00	0.00	0.00%	500.00	0.00
17	Allowance	8,545.00	0.00	0.00	0.00	0.00	0.00%	8,545.00	0.00
200	DATA	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
201	Material	2,155.00	0.00	500.00	0.00	500.00	23.20%	1,655.00	25.00
202	Labor	3,240.00	0.00	1,000.00	0.00	1,000.00	30.86%	2,240.00	50.00
500	AUDIO VISUAL	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
501	Material	9,674.00	0.00	500.00	0.00	500.00	5.17%	9,174.00	25.00
502	Labor	2,537.00	0.00	1,000.00	0.00	1,000.00	39.42%	1,537.00	50.00
901	Change Order 1	-318.00	0.00	0.00	0.00	0.00	0.00%	-318.00	0.00
902	Change Order 2	1,455.00	0.00	1,455.00	0.00	1,455.00	100.00%	0.00	72.75
<b>Grand Totals</b>		<b>195,487.00</b>	<b>68,607.50</b>	<b>35,205.00</b>	<b>25,610.00</b>	<b>129,422.50</b>	<b>66.21%</b>	<b>66,064.50</b>	<b>6,471.13</b>

**LFI QT-2207 Proposal For:**  
**Roy R. Estle Memorial Library**  
**Dallas Center, IA**

2021-1

Library Furniture International  
 797 Glenn Ave  
 Wheeling IL 60090  
 ph: 847-564-9497  
 fax: 847-564-9337

ITEM	QTY	MFG	CATALOG NO.	DESCRIPTION	UNIT NET	EXTENSION
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<b>M-1</b>	<b>MOVING SERVICES</b>					
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LFI proposes to move the library shelving and books for new carpet installation. We estimate this process will take a minimum of 2-3 weeks. Our quote is subject to change after completion of Project meeting between LFI, the Library and the Carpet Company. We require all canopy tops on shelving units be clear of any books or loose items.

- Items to be moved:
- 48" h DF/SF shelving
  - 60" h DF/SF shelving
  - 82" h DF/SF shelving
  - Book bins
  - Books

<b>TOTAL</b>	<b>\$ 12,075</b>
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**QUOTATION TERMS**

- \* quotes are valid for 60 days
- \* quotes are based on stated quantities; any change in quantity may require re-quoting
- \* prices include standard materials/finishes unless otherwise noted
- \* customer is responsible for verifying all final details of order including, but not limited to, size, color, finish, etc.; if there are any questions on this quote, please contact LFI at 847-564-9497 to clarify details prior to accepting quote
- \* LFI assumes use of customer's dumpster for waste removal. If customer requests LFI to provide dumpster, additional costs will be billed to customer.
- \* Storage Costs---if finished product requires storage at LFI warehouse due to customer's site not being ready for installation at the agreed upon time, LFI reserves the right to assess a storage charge

**PAYMENT TERMS**

\$0 deposit; balance due upon completion

**TO ACCEPT THIS QUOTE:**

\* sign and date below as formal acknowledgement of the quote terms

**LFI QT-2207 Proposal For:**  
**Roy R. Estle Memorial Library**  
**Dallas Center, IA**

Library Furniture International  
 797 Glenn Ave  
 Wheeling IL 60090  
 ph: 847-564-9497  
 fax: 847-564-9337

ITEM	QTY	MFG	CATALOG NO.	DESCRIPTION	UNIT NET	EXTENSION
				* please forward a deposit if one is required per the quote terms * please fax back to LFI at 847-564-9337 and we will begin processing your order * LFI will coordinate and schedule in-bound freight of your order. * An LFI installer will meet the delivery truck, off-load, unpack, place items and inspect your order for damage. If there is damage or missing items, LFI will handle the claim and coordination with factory.  * By NOT contracting LFI for installation, then the client is responsible for handling all issues mentioned above. LFI will provide the name and tracking number of the freight carrier, however, the client is responsible for making freight claims. * Factories and freight carriers will require digital photography of any damage related issues.		
				Signature	Date	
				TOTAL	\$	12,075

## We are honored.

LFI has partnered with dozens of libraries and schools over the years to plan and implement their moving projects. We take pride in our role as expert, library shelving and furniture installers. LFI Moving Services strives to make such projects a seamless and a positive experience for all of our clients. See what some of our clients have to say.

### **Council Bluffs Public Library, Shelving Layout Reconfiguration**

*I just wanted to let you know what a great job the guys did last week with the shelving project! The areas with the "new" shelving look great and we've had a lot of positive feedback.*

**Kathy Rieger, Library Director**

### **Waverly Public Library, Multi-Phase Shelving Move for Re-carpeting**

*I am really feeling thankful that we were pointed in your direction for help. I can't imagine how we would have finished this project without you. There was never downtime - you just kept at it. I really appreciate all your hard work and expertise.*

**Sarah Meyer-Reyerson, Library Director**

### **Nebraska Methodist College, Relocation from 2nd to 1st Floor**

*Jason and his team have been wonderful to work with. Our library staff wanted to make sure I let you know how wonderful they are. We really appreciate all their hard work and how easy they are to work with.*

**Pam Edgerton, Operation & Facilities Manager**

## Questions or comments?

Scott Fairbanks, LFI president, 847.564.9497

Ken Jones, Sales Manager, 515-989-4241



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[libraryfurnitureinternational.com](http://libraryfurnitureinternational.com)

**lfi**

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Total Library Furniture Solutions

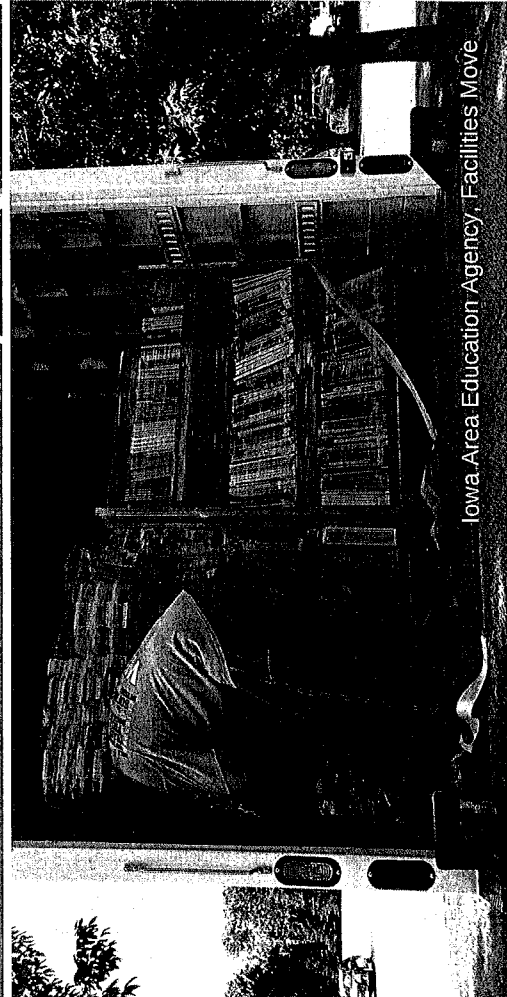
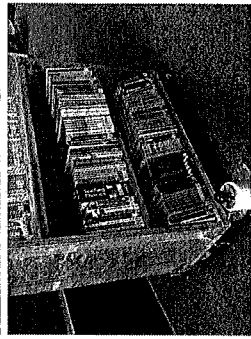
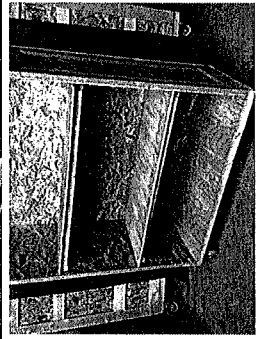
# LFI Moving Services





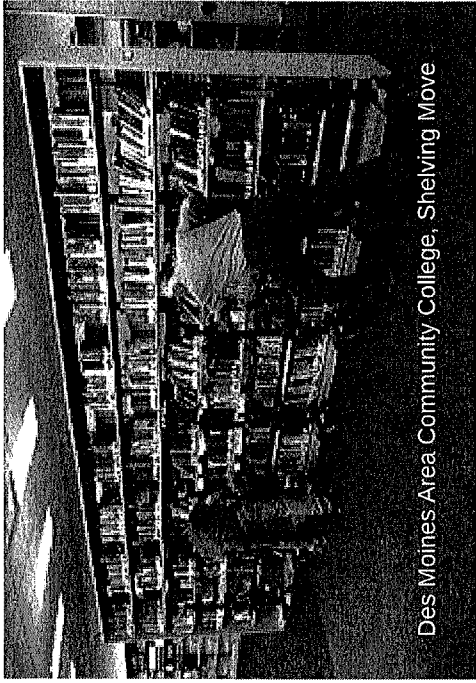
Green Hills Public Library, Palos Hills

LFI Moving Services specializes in relocating library shelving and furniture for Renovations, Re-Carpeting, Relocation, or Layout Reconfiguration.



Iowa Area Education Agency, Facilities Move

We keep your materials in order. Our expert installers are skilled at moving entire ranges of shelving with our stack moving equipment.

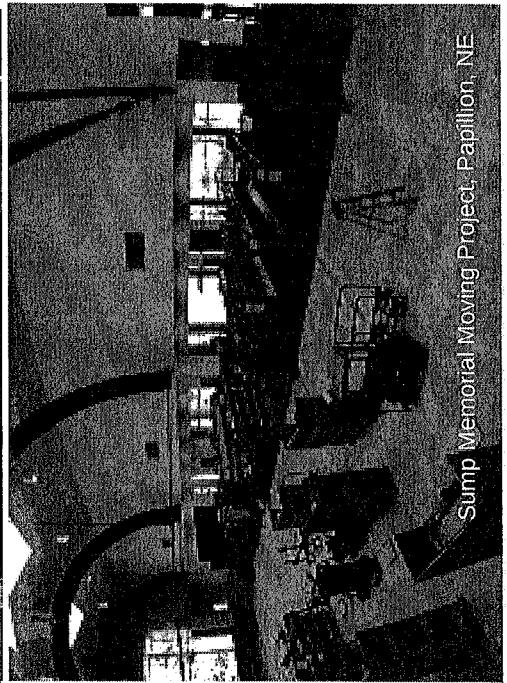


Des Moines Area Community College, Shelving Move

LFI Book Carts are used to keep your materials organized for section by section shelving relocation - for moves within an existing space or across town.



Scan QR code with mobile device to see time-lapse video of LFI Moving Project.



Sump Memorial Moving Project, Papillion, NE



**VEENSTRA & KIMM, INC.**

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

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

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January 5, 2021

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  
PARTIAL PAYMENT ESTIMATE NO. 13

Enclosed is a copy of Partial Payment Estimate No. 13 for the contract between the City of Dallas Center and C.L. Carroll Co., Inc. for the Wastewater Treatment Facility Improvements project. Partial Payment Estimate No. 13 covers work during the month of December 2020.

Partial Payment Estimate No. 13 is in the amount of \$90,934. Veenstra & Kimm, Inc. has reviewed Partial Payment Estimate No. 13 and would recommend its approval.

As of the end of December 2020 there are only two significant items of work remaining to be completed. One item is the relatively small amount of work remaining on the demolition of the existing blowers. The larger of the two items remaining is the installation of the two screw pumps. As of early January the installation of the first screw pump is in progress. The second screw pump will be installed following completion of the first screw pump replacement. The two screw pump replacements must occur sequentially, as one of the pumps must remain in service at all times during construction.

It is anticipated the remaining initial construction work on the project will be completed during the month of January 2021. There is still final restoration and cleanup work that remains to be completed on the project. That work cannot be completed until the spring of 2021. Because the UV system will not start operation until March 2021 it is not anticipated that final acceptance of the project will occur until later in the spring of 2021.

After the completion of the installation of the screw pumps the amount of work remaining to be completed on the project will be less than 2.5% of the contract amount. Once the value of the work remaining to be completed falls below 2.5% of the contract amount C.L. Carroll Co, Inc. can request early release of retainage. Under early release of retainage the City must reduce the retainage being held to an amount equal to twice the value of the

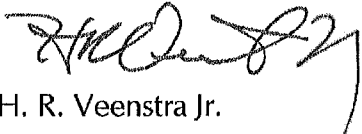
Cindy Riesselman  
January 5, 2021  
Page 2

work remaining to be completed. It is quite possible C.L. Carroll Co., Inc. will request an early release of retainage as part of the partial payment estimate to be considered at the February City Council meeting or a separate request to be considered at the March City Council meeting.

Work on the project has extended beyond the original completion date for the project. The writer anticipates C.L. Carroll Co., Inc. will submit a formal request for an extension of the contract period. The writer would anticipate a written request for an extension of the contract period will be submitted before the end of January and would likely need to be addressed by the City Council at its February 2021 meeting.

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:kld  
212163  
Enclosure

cc: Ralph Brown, Brown, Fagen, & Rouse - w/enclosure



# VEENSTRA & KIMM, INC.

3000 Westown Parkway West Des Moines, Iowa 50266-1320  
 515-225-8000 515-225-7848(FAX) 800-241-8000 (WATS)

Date: January 4, 2021

PAY ESTIMATE NO. 13

Project Title	Wastewater Treatment Facility Improvements Dallas Center, Iowa		Contractor	C.L. Carroll Co., Inc. 3623 6th Avenue Des Moines, Iowa 50313
Original Contract Amount & Date	\$4,296,000.00	January 4, 2021	Pay Period	12/1/20 - 1/4/21

### BID ITEMS

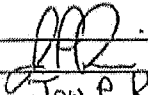

	Description	Unit	Estimated Quantity	Unit Price	Extended Price	Quantity Complete	Value Completed
1	Bonds/Mobilization/Ins	LS	1	\$ 160,000.00	\$ 160,000.00	1.00	\$ 160,000.00
2	Clearing	LS	1	\$ 35,000.00	\$ 35,000.00	1.00	\$ 35,000.00
3	Blower Demo	LS	1	\$ 15,000.00	\$ 15,000.00	0.75	\$ 11,250.00
4	Blower Building Conc	LS	1	\$ 55,000.00	\$ 55,000.00	1.00	\$ 55,000.00
5	Blower Bldg/Equ	LS	1	\$ 150,000.00	\$ 150,000.00	1.00	\$ 150,000.00
6	Screw Pumps	LS	1	\$ 275,000.00	\$ 275,000.00	0.40	\$ 110,000.00
7	Lagoon Biosolids	Ton	800	\$ 168.75	\$ 135,000.00	1105.01	\$ 186,470
8	Lagoon Aeration	LS	1	\$ 75,000.00	\$ 75,000.00	1.00	\$ 75,000.00
9	SAGR MH's	LS	1	\$ 250,000.00	\$ 250,000.00	1.00	\$ 250,000.00
10	SAGR Filters	LS	1	\$ 1,500,000.00	\$ 1,500,000.00	1.00	\$ 1,500,000.00
11	UV Str	LS	1	\$ 75,100.00	\$ 75,100.00	1.00	\$ 75,100.00
12	UV Channels/Equ	LS	1	\$ 205,000.00	\$ 205,000.00	1.00	\$ 205,000.00
13	Sampler Conc	LS	1	\$ 15,000.00	\$ 15,000.00	1.00	\$ 15,000.00
14	Sampler Building	LS	1	\$ 40,000.00	\$ 40,000.00	1.00	\$ 40,000.00
15	Effluent Flume Str	LS	1	\$ 55,080.00	\$ 55,080.00	1.00	\$ 55,080.00
16	Effluent Flume Equ	LS	1	\$ 10,000.00	\$ 10,000.00	1.00	\$ 10,000.00
17	LE/FE Piping/MH's	LS	1	\$ 170,000.00	\$ 170,000.00	1.00	\$ 170,000.00
18	SAGR Piping	LS	1	\$ 75,000.00	\$ 75,000.00	1.00	\$ 75,000.00
19	Air/Water/Tile/ Misc Piping	LS	1	\$ 280,000.00	\$ 280,000.00	1.00	\$ 280,000.00
20	HVAC	LS	1	\$ 42,000.00	\$ 42,000.00	1.00	\$ 42,000.00
21	Electric/Generator/Controls	LS	1	\$ 475,000.00	\$ 475,000.00	0.98	\$ 465,500.00
	<b>TOTAL CONTRACT</b>				<b>\$4,092,180.00</b>		<b>\$3,965,400.44</b>





<b>SUMMARY</b>			
		Contract Price	Value Completed
Original Contract Price		\$4,296,000.00	\$ 3,965,400.44
Approved Change Orders (list each)  3/2/2020	No. 1	\$ (203,820.00)	
	No. 2	\$ 3,960.00	\$ 3,960.00
	No. 3	\$ 51,470.00	
TOTAL ALL CHANGE ORDERS		\$ (148,390.00)	\$ 3,960.00
Revised Contract Price		\$ 4,147,610.00	\$ 3,969,360.44
Materials Stored			\$ 40,000.00
Value of Completed Work and Materials Stored			\$ 4,009,360.44
Less Retained Percentage (5%)			\$ 200,468.02
Net Amount Due This Estimate			\$ 3,808,892.42
Less Estimate(s) Previously Approved	No.1		\$ 152,760.00
	No.2		\$ 92,970.80
	No.3		\$ 55,893.25
	No.4		\$ 662,151.50
	No.5		\$ 142,758.40
	No.6		\$ 128,858.95
	No. 7		\$ 274,897.59
	No. 8		\$ 427,957.90
	No. 9		\$ 624,794.10
	No. 10		\$ 423,045.01
	No. 11		\$ 404,139.50
	No. 12		\$ 327,731.42
	No. 13		
Less Total Pay Estimates Previously Approved			\$ 3,717,958.42
		Amount Due This Estimate	\$ 90,934.00

The amount \$ 90,934.00 is recommended for approval for payment in accordance with the terms of the contract.

Quantities Complete Submitted By:	Recommended By:	Approved By:
Signature: 	Veenstra & Kimm, Inc.	Signature: 
Name: JOHN P. ROSSMANN	Name: Michael Shoup	Name:
Title: PRESIDENT	Title: Project Manager	Title:
Date: 1/4/2021	Date: 01/05/2021	Date:

**RESOLUTION NO. 2021-2**

**A RESOLUTION ACCEPTING PUBLIC IMPROVEMENTS DESCRIBED  
AS THE WATER SYSTEM IMPROVEMENTS-SHALLOW WELL NO. 11**

**WHEREAS**, on the 14<sup>th</sup> day of January, 2020, the Mayor and Clerk of Dallas Center, Iowa, entered into a construction contract with the Northway Corporation of Waukee, Iowa, for the construction of certain public improvements generally described as construction of the Water System Improvements - Shallow Well No. 11; and

**WHEREAS**, said contractor has fully completed the construction of said public improvements in accordance with the terms and conditions of said contract and plans and specifications as shown by the Certificate of the Engineer as filed with the Clerk on December 1, 2020.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Dallas Center, Iowa, that said report of the Engineer be and the same is hereby approved and adopted, and said public improvements are hereby approved and accepted as having been fully completed in accordance with said plans, specifications and form of contract and the total final construction costs thereof is hereby determined to be \$279,530.00, as shown in said report of the Engineer.

**PASSED, APPROVED AND ADOPTED** by the City Council of the City of Dallas Center, Iowa, on this 12<sup>th</sup> day of January, 2021.

\_\_\_\_\_  
Michael A. Kidd, Mayor

ATTEST:

\_\_\_\_\_  
Cindy Riesselman, City Clerk

**CERTIFICATE OF COMPLETION**

**SHALLOW WELL NO. 11  
CITY OF DALLAS CENTER**

We hereby certify that we have made an on-site review of the completed construction of the Shallow Well No. 11 project as performed by The Northway Corporation.

As Engineers for the project, it is our opinion the work performed is in substantial accordance with the plans and specifications, and that the final amount of the Contract is Two Hundred Seventy-nine Thousand Five Hundred Thirty and 00/100 Dollars (\$279,530.00)

VEENSTRA & KIMM, INC.

ACCEPTED: CITY OF DALLAS CENTER

By 

By \_\_\_\_\_

Title Project Manager

Title \_\_\_\_\_

Date December 1, 2020

Date \_\_\_\_\_



# VEENSTRA & KIMM, INC.

3000 Westown Parkway West Des Moines, Iowa 50266-1320  
515-225-8000 515-225-7848(FAX) 800-241-8000 (WATS)

Date: December 1, 2020

## PAY ESTIMATE NO. 5 (RETAINAGE)

Project Title	Water System Improvements Shallow Well No. 11		Contractor	The Northway Corporation 100 N 6th Street Waukee, Iowa 50263
Original Contract Amount & Date	\$280,118.00	January 14, 2020	Pay Period	December 1, 2020 to December 1, 2020

### BID ITEMS

	Description	Unit	Estimated Quantity	Unit Price	Extended Price	Quantity Complete	Value Completed
1.1	New Well						
	1.1.1 Mobilization	LS	1	15,500.00	\$ 15,500.00	1.00	\$ 15,500.00
	1.1.2 Drill Hole - 36" Dia.	LF	58	225.00	\$ 13,050.00	56	\$ 12,600.00
	1.1.3 Casing Pipe - 12" Dia.	LF	49	65.00	\$ 3,185.00	47	\$ 3,055.00
	1.1.4 Well Screen - 12" Dia.	LF	8	350.00	\$ 2,800.00	8	\$ 2,800.00
	1.1.5 Gravel Pack	LS	1	4,000.00	\$ 4,000.00	1	\$ 4,000.00
	1.1.6 Cement Grout	LS	1	3,800.00	\$ 3,800.00	1	\$ 3,800.00
1.2	Pump Test Set Up	LS	1	1,500.00	\$ 1,500.00	1	\$ 1,500.00
1.3	Well Development	LS	1	2,500.00	\$ 2,500.00	1	\$ 2,500.00
1.4	Test Pumping	HR	24	225.00	\$ 5,400.00	24	\$ 5,400.00
1.5	Well Pump	LS	1	10,000.00	\$ 10,000.00	1	\$ 10,000.00
1.6	Pitless Adapter	LS	1	18,778.00	\$ 18,778.00	1	\$ 18,778.00
1.7	Discharge Column Pipe - 3" Dia.	LF	50	10.00	\$ 500.00	50	\$ 500.00
1.8	Sitework	LS	1	49,565.00	\$ 49,565.00	1.00	\$ 49,565.00
1.9	Meter Pit	LS	1	26,000.00	\$ 26,000.00	1	\$ 26,000.00
1.10	4" Water Main - Open Cut	LF	45	190.00	\$ 8,550.00	45	\$ 8,550.00
1.11	4" Water Main - Directional Bored	LF	0	230.00	\$ -		\$ -
1.12	Gate Valve - 4"	EA	1	2,050.00	\$ 2,050.00	1	\$ 2,050.00
1.13	Connection to Existing System	LS	1	8,900.00	\$ 8,900.00	1	\$ 8,900.00
1.14	Electrical	LS	1	104,040.00	\$ 104,040.00	1	\$ 104,040.00
	TOTAL CONTRACT				\$ 280,118.00		\$ 279,538.00



SUMMARY			
		Contract Price	Value Completed
Original Contract Price		\$328,518.00	\$ 279,538.00
Approved Change Orders (list each)	1	\$ (48,400.00)	
TOTAL ALL CHANGE ORDERS		\$ (48,400.00)	\$ -
Revised Contract Price		\$ 280,118.00	\$ 279,538.00
Materials Stored			\$ -
Value of Completed Work and Materials Stored			\$ 279,538.00
Less Retained Percentage (5%)			\$ -
Net Amount Due This Estimate			\$ 279,538.00
Less Estimate(s) Previously Approved	No.1	\$ 22,901.13	
	No.2	\$ 59,073.85	
	No.3	\$ 178,877.45	
	No.4	\$ 4,708.67	
	No.5		
	No.6		
	No. 7		
	No. 8		
	No. 9		
	No. 10		
	No. 11		
	No. 12		
Less Total Pay Estimates Previously Approved			\$ 265,561.10
		Amount Due This Estimate	\$ 13,976.90

The amount \$ 13,976.90 is recommended for approval for payment in accordance with the terms of the contract.

<b>Quantities Complete Submitted By:</b> The Northway Corporation	<b>Recommended By:</b> Veenstra & Kimm, Inc.	<b>Approved By:</b>
Signature:	Signature:	Signature:
Name:	Name: Project Manager	Name:
Title:	Title:	Title:
Date:	Date:	Date:



**VEENSTRA & KIMM, INC.**

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

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

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January 8, 2021

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

DALLAS CENTER, IOWA  
WATER SYSTEM PRELIMINARY ENGINEERING REPORT  
POTENTIAL WATER SYSTEM IMPROVEMENTS

This letter is a follow up to the discussion at the December 8, 2020 City Council work session relative to water system improvements. At the work session, the City Council expressed an interest in two projects. One project involved the replacement of the west Iron removal filter in the water treatment plant. The other project involved replacing three critical reaches of the existing 6-inch Highway 44 water main.

Brian Slaughter recently obtained a quotation from Water Surplus for replacement of one or more of the existing filters. Water Surplus provided a materials quotation for replacement of the existing filters with a 78-inch diameter filter of the same size as the existing filters.

Water Surplus submitted a proposal to replace all three filters with four smaller 54-inch diameter filters. The smaller filters utilize an alternative medium and are considered as high rate filters. The Iowa Department of Natural Resources has adopted the Ten States Standards for pressure filters. The design filtration rate for pressure filters is not to exceed 3 gpm/sf. Although it is possible to conduct pilot studies to request a higher filtration rate, the Iowa Department of Natural Resources has been very reluctant to approve higher filtration rates. The alternative of the four smaller filters would reduce the rated capacity of the treatment plant by approximately one-third unless the IDNR were to approve higher filtration rates. Given the reluctance of the IDNR to approve higher filtration rates, both Brian Slaughter and the writer are of the opinion this approach does not appear to be the preferred approach at this time.

The preferred approach is the replacement of the westerly two filters. These two filters date from the original construction of the treatment plant. Although the west filter has experienced more leaks than the middle filter the middle filter is likely nearing the end of its useful life.



The material quotation for the individual filter replacements was \$46,000 for each filter plus the media. The media for two filters would have the cost of about \$26,000.

The quotation from Water Surplus does not include the removal of existing filters or the installation of the new filters. It will be necessary to modify the south wall of the water plant building on a temporary basis to provide access to remove the old filters and install the new filters.

In addition to replacing the two filters, Brian Slaughter has identified two other improvements to the water plant. The first improvement is the replacement of the zeolite media in the three softeners. Water Surplus provided a price quotation of \$42,000 for the media.

The last improvement identified by Brian Slaughter is to replace the existing dialer system. The dialer system notifies the City staff in the event of an alarm at the water plant. The existing dialer is near the end of its useful life and has an inadequate number of ports to accommodate the current water system configuration. The replacement to the dialer system would be a digital cell phone modem that provides notification of alarms in one of several manners by cellular telephone service. There are a variety of options for a digital cell type communication system Brian Slaughter is currently awaiting a proposal with various alternatives. The estimated cost for replacing the dialer system would not exceed \$10,000.

The largest unknown in the work at the water plant is the labor and installation cost as well as the cost to remove existing media. For purposes of preliminary planning the writer is estimating this cost to be about \$75,000. However, there will need to be significant more refinement of the project scope before that cost can be finalized.

The current planning estimate for the project at the water plant is as follows:

2 Replacement Filters	\$100,000
Media for Two Filters	\$30,000
Demolition and Installation	\$75,000
Zeolite Replacement	\$45,000
Dialer Replacement	\$10,000
<b>Total</b>	<b>\$260,000</b>

The second project involves the replacement of three critical reaches of the Highway 44 distribution main. Brian Slaughter has identified the three reaches. Each of the reaches is approximately 1,500 feet in length. Two of the reaches are adjacent. As a result Brian

Slaughter has identified about 4,500 feet of water main, including one 3,000-foot reach and one 1,500-foot reach. The estimated cost for the water main replacement is about \$42 per foot, or in the range of \$189,000. This cost is rounded up to \$190,000.

When the City Council first discussed the Highway 44 main replacement project as part of the 2018 capital improvement program there was a general thought to have the entire Highway 44 water main replacement designed and to construct the project as funds become available over time. The estimated cost for design that work would be about \$55,000 and includes the three reaches that would be replaced as priority projects.

It is at the discretion of the City Council whether to design only the replacement reaches or to design the entire project. The estimated cost for design and permitting for the three critical reaches is \$20,000.

At the present time the water fund appears to be generating in the range of about \$80,000 per year that could be available for project costs. Travis Squires estimates the current interest rate for bonds with a maturity in the 5 to 10 year period to be in the range of 1.75%. If the City were to undertake both projects the City should consider bonding for the project. Current interest rates are low enough the cost of borrowing is less than the inflationary cost increase experienced if the City were to accumulate funds and construct the projects after it has accumulated the necessary reserve funds.

The City will retire the debt on its water tower in 2029. One of the options that could be considered would be to issue an 8-year bond issue that would be retired at the same time the water tower debt is retired. At that time the City would have paid off all its water system debt.

The estimated cost for the two projects is as follows:

West Filter Replacement	\$260,000
Water Main Replacement (\$40/LF)	\$190,000
Highway 44 Water Main Design	\$55,000
<b>Total</b>	<b>\$505,000</b>

For purposes of financing, it is assumed the total project cost would be about \$525,000.

If the City were to sell an 8-year debt issue at 1.75%, the debt service would be about \$71,000 per year. Based on the current cash flow of the utility, it would appear the City would be in a position to fund the two projects with the existing water revenue. While it would be prudent for the City to consider annual inflationary water rate increases, it

Cindy Riesselman  
January 8, 2021  
Page 4

appears the two projects could be funded without adjusting the water rates above an annual inflationary cost increase and to have the debt on the project paid off concurrently with the retirement of the water tower SRF loan by mid-2029.

Improvements to the water treatment plant and replacement of the three reaches of the Highway 44 water main are considered the highest priority projects in the water system. These projects will likely need to be completed within the next 5 years. It appears the City has the capability of completing both of these projects at the current time by selling a bond issue that would not require a water rate increase and would be retired concurrently with payoff of the water tower debt. This would leave the City in a position in about 6 years to evaluate the water system and identify needed or beneficial improvements. With the retirement of all of the debt in 2029 the City would be in a position to consider additional improvements to be completed in the 2029 to 2030 time frame.

It is recognized not all of the details regarding the water plant improvements project have not been finalized. However, the general cost range and scope of the improvements appears to be reasonably well defined. The Council should be able to provide direction to move forward and refine the scope and cost of both projects with the intent to construct both projects with the bond issue in the time period of about 8 years, or to not move forward with both projects at this time and to provide additional direction on how the Council wishes to address the priority needs at the water plant followed by the priority needs on the Highway 44 water main.

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:kld  
212176

cc: Brian Slaughter, City of Dallas Center  
Ralph Brown, Brown, Fagen, & Rouse

**ORDINANCE NO. 550**

**AN ORDINANCE AMENDING SECTION 92.05(4) OF THE CODE OF ORDINANCES OF THE CITY OF DALLAS CENTER, IOWA, AS AMENDED, TO INCREASE THE WATER SERVICE RECONNECTION FEE FOR DELINQUENT CUSTOMERS TO FIFTY DOLLARS**

**BE IT ENACTED** by the City Council of the City of Dallas Center, Iowa, that:

**SECTION 1.** Section 92.05(4) of the Code of Ordinances of the City of Dallas Center, Iowa, as amended, is hereby amended to read as follows:

4. Fees. A fee of fifty dollars (\$50.00) shall be charged before service is restored to a delinquent customer. No fee shall be charged for the usual and customary trips in the regular changes in occupancies of property.

**SECTION 2.** **Repealer.** All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

**SECTION 3.** **Severability Clause.** If any section, provision or part of this Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

**SECTION 4.** **When Effective.** This Ordinance shall be in full force and effect from and after its passage and publication as provided by law.

Passed by the City Council on the 9<sup>th</sup> day of February, 2021, and approved the 9<sup>th</sup> day of February, 2021.

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Michael A. Kidd, Mayor

ATTEST:

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Cindy Riesselman, City Clerk

**ORDINANCE NO. 551**

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF DALLAS CENTER, IOWA, AS AMENDED, TO PROVIDE FOR FOUR CORNER STOP SIGNS AT THE INTERSECTION OF TWELFTH STREET AND LINDEN STREET**

**BE IT ENACTED** by the City Council of the City of Dallas Center, Iowa, that:

**SECTION 1.** Section 65.01(8)(E) of the Code of Ordinances of the City of Dallas Center, Iowa, as amended, is amended to read as follows:

**8. Twelfth Street.**

- E. Intersection of Twelfth and Linden Streets (including Twelfth Street extended) - four corner stop signs;

**SECTION 2. Repealer.** All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

**SECTION 3. Severability Clause.** If any section, provision or part of this Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

**SECTION 4. Effective.** This Ordinance shall be in full force and effect from and after its passage and publication as provided by law.

Passed by the City Council on the 12<sup>th</sup> day of January, 2021, and approved the 12<sup>th</sup> day of January, 2021.

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Michael A. Kidd, Mayor

ATTEST:

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Cindy Riesselman, City Clerk

**CITY OF DALLAS CENTER  
RESOLUTION 2021-03**

**A RESOLUTION TO AUTHORIZE THE TRANSFER OF FUNDS FOR THE FISCAL YEAR 2020-2021**

Be it resolved by the Council of the City of Dallas Center, Iowa:

Section 1. That the City Clerk is hereby authorized to transfer funds from the Burnett Library fund to the Capital Improvement-Library fund, as advised by Auditor of State's Office.

Passed and approved this 12<sup>th</sup> day of January, 2021

\_\_\_\_\_  
Mike Kidd, Mayor

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

**RESOLUTION NO. 2021-4**

**A RESOLUTION APPROVING A RENEWED 28E AGREEMENT BETWEEN THE  
CITY OF DALLAS CENTER AND DALLAS COUNTY, IOWA, FOR  
LAW ENFORCEMENT SERVICES**

**WHEREAS**, on April 11, 2017, the Council approved a 28E Agreement between the City of Dallas Center and Dallas County, Iowa, for Law Enforcement Services for the term from July 1, 2017, through June 30, 2021; and

**WHEREAS**, the 2017 Agreement provides that the parties shall determine if they wish to enter into a renewed Agreement and if so, shall approve the terms of such renewed Agreement by January 31, 2021, or such other date as they may agree; and

**WHEREAS**, the Council's Public Safety Committee worked with Dallas County Sheriff Chad Leonard on developing a renewed 28E Agreement for Law Enforcement Services (a copy of which is attached as Exhibit One); and the Council held a public hearing on the proposed renewed Agreement on January 12, 2021; and

**WHEREAS**, proposed renewed 28E Agreement for Law Enforcement Services for the five-year term from July 1, 2021, through June 20, 2026, should be approved by the Council and the Mayor and Clerk authorized to execute such agreement.

**NOW, THEREFORE, IT IS RESOLVED** by the City Council of the City of Dallas Center, Iowa, that the renewed 28E Agreement between the City of Dallas Center, Iowa, and Dallas County, Iowa, for Law Enforcement Services (a copy of which is attached to this Resolution) is approved, and the Mayor and Clerk are authorized to execute the renewed 28E Agreement on behalf of the City of Dallas Center, Iowa.

Passed, approved, and adopted by the City Council of the City of Dallas Center, Iowa, on this 12<sup>th</sup> day of January, 2021.

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Michael A. Kidd, Mayor

ATTEST:

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Cindy Riesselman, City Clerk

## **LAW ENFORCEMENT SERVICES AGREEMENT**

Return to:  
Auditor's Office

### **PARTIES**

This Agreement is hereby made and entered into by and between the County of Dallas County (County), at the request of and with the concurrence of the Dallas County Sheriff, and the City of Dallas Center (Municipality).

### **PURPOSE**

It is the purpose of this Agreement to establish the terms and conditions for the Dallas County Sheriff to provide law enforcement services to the Municipality.

### **TERMS AND CONDITIONS**

Pursuant to the provisions in Chapter 28E, Code of Iowa as amended, it is hereby agreed by the parties as follows:

1. The Sheriff will provide the City with law enforcement services within the corporate limits of Municipality.
  - a. Routine patrol, including door checks of commercial establishments
  - b. Radar operations to control speed
  - c. Enforcement of State laws and City Ordinances, and issue violations under City Ordinances upon request
  - d. Investigate traffic accidents and complaints
  - e. Provide a Detective to investigate crimes and ongoing investigations
  - f. Community policing activities
  - g. Supply and maintain fully equipped patrol cars and uniformed Deputies
  - h. Provide evidence storage for seized contraband
  - i. Attend city council meetings and /or present statistical reports of services and activities provided
2. The Sheriff will provide a minimum of two patrol vehicles and two patrol deputies within the corporate limits of the Municipality for eight hours a day, working a schedule of five days on and two days off, for a minimum total of 4,160 hours per fiscal year. The Sheriff shall annually provide the Municipality a list of the patrol persons who will be routinely assigned to the Municipality; however, to provide adequate coverage and to address vacations, sick leave, etc. the Sheriff's Office reserves the right to assign any of the Office's personnel to perform services under this Agreement.



3. The number of service hours to be provided, or the number of patrol vehicles, or the number of patrol persons may be increased or decreased upon mutual agreement of both parties. The Sheriff and the Mayor of the Municipality will from time to time meet to determine the appropriate schedules of the patrol persons provided, which may, from time to time, be modified as agreed upon.
4. Patrol persons assigned to the Municipality as a result of this agreement shall where applicable, file charges under Municipal ordinances. The Municipality will prosecute all charges filed as violations of Municipal ordinances at no additional cost to the County. If the Municipality has no ordinance, the charge may be filed under the applicable state statute. The Sheriff or patrol person shall retain discretion at all times to determine whether or not it is appropriate to file charges of any type.
5. The Sheriff shall make monthly reports to the Municipality, including a summary of the law enforcement activities occurring within the Municipality.
6. The Municipality agrees that its officers, agents and employees shall cooperate fully with the County in the performance of this agreement.
7. Assignment of duties, discipline of County employees and all matters incident to the performance of the duties of County employees shall remain solely the responsibility of the County and its officers, employees and commissions. The Municipality shall provide requested information and reports to facilitate the County's assignment and supervision of personnel.
8. The County shall be responsible for the payment of salary, wages, and/or any other compensation or benefits to any County employee providing services under this Agreement unless otherwise expressly agreed upon by the parties. Except as otherwise specified in this agreement, the Municipality shall not be liable for compensation to any county employee for worker's compensation claim for injury or sickness occurring while the employee undertakes duties and fulfillment of this Agreement.
9. Any cost increase to the County occurring as a result of action taken by the United States or Iowa Government which increases the cost of wages, insurance for employees or other benefits shall be borne by the Municipality. Should the County receive a Grant for Contract Law Enforcement, which specifically decreases the cost of fuel, wages or other costs with direct relationship to the Municipality of this Agreement, then those costs shall be adjusted accordingly to the Municipality. Adjustments may be made to the monthly contract sum, if mutually agreed upon in writing by the parties, due to (a) changes to the scope of services provided; (b) changes to the amount of hours of service provided; and salary and benefits adjustments.

## **PAYMENT**

9. Pursuant to the payment calculation provided in the Law Enforcement Agreement detail of costs attached as Exhibit A, the Municipality agrees to pay the County the sum of:

\$18165.06 per month for the services agreed upon from July 1, 2021-June 30, 2022  
\$18538.69 per month for the services agreed upon from July 1, 2022-June 30, 2023  
\$18924.51 per month for the services agreed upon from July 1, 2023-June 30, 2024  
\$19320.47 per month for the services agreed upon from July 1, 2024-June 30, 2025  
\$19730.66 per month for the services agreed upon from July 1, 2025-June 30, 2026

Payment will be made to the Dallas County Sheriff's Office, PO Box 187, Adel, Iowa 50003, no later than the 15<sup>th</sup> day of each month.

11. In the event the County is unable to perform according to the Agreement through no fault of its own, the County shall refund to the Municipality any payment made for the period of non-performance in proportion to the contract price as the time of non-performance is to the contract price.
12. Each party shall allow access to all records, documents and papers necessary for the financial auditing of the parties' transactions. Appropriate records, documents and papers necessary to conduct a financial audit shall be maintained at each party's office.

## **INDEMNITY AND OTHER PROVISIONS**

13. The County, its officers and employees shall not be deemed to have assumed any liability for intentional or negligent acts of the Municipality of the officers, employees or agents of the Municipality. The Municipality agrees to indemnify, save, hold harmless and defend Dallas County, its officials, officers, employees, agents and assigns from and against any and all liability, judgments, suits, claims, demands, actions, proceedings, damages, fines, expenses, losses, injuries to person and property, awards, costs (including reasonable attorney's fees) and interest arising out of, resulting from or incident to, either directly or indirectly any act, work, duty, use or omission, performed or to be performed pursuant to this Agreement as a result of any action, direct order or request of the Municipality by the Mayor, City Council Member, agent, officer or employee.
14. The Mayor of the Municipality, or designee, and the Sheriff, or designee, shall serve as liaisons under this Agreement, and shall establish a mutually agreed upon set meeting schedule to review any issues or concerns with the provision of services under this Agreement. Written notifications, request for service beyond this Agreement shall be made in writing and provided to the parties through the liaisons. The liaisons shall be available on a 24/7 basis, and shall provide to each other current contact information for the liaisons and designees.

15. Upon the occurrence of an emergency requiring the Sheriff to withdraw the Patrol person(s) or Patrol vehicle(s) assigned to the city and the contracted services cannot be returned within 1.5 hours, the County agrees to provide the services at a later time for the period of time that the services were withdrawn.
16. The Sheriff's Office shall retain discretion at all times to determine whether or not it is appropriate to file charges of any type. The Sheriff's Office audio/video recordings of incidents within the City may be viewed by the City Attorney, at the discretion of the Sheriff.
17. There is no separate legal entity established under this Agreement. The Dallas County Sheriff is the administrator for this Agreement and all real or personal property used by the Sheriff's Office in carrying out this Agreement is under the sole possession and control of the Sheriff.

#### **TERM OF AGREEMENT**

18. This Agreement shall become effective on July 1, 2020, and following the approval of the governing bodies of the parties to this agreement, signing by both parties, and being filed by the County according to law electronically with the Secretary of State pursuant to Iowa Code §28E.8 and filed with the County Recorder. This Agreement shall remain in effect for five (5) years from the effective date through June 30, 2026.
19. The parties agree to meet no later than October 1, 2025, to determine if they wish to enter into a renewed Agreement for Law Enforcement Services. In the event the parties agree to enter into a renewed Agreement, they will agree upon and approve the terms of such an Agreement no later than February 28, 2026, or such other date as they may mutually agree.
20. Either party may terminate this Agreement, with or without cause, by providing written notice to the other party by December 1<sup>st</sup> of the fiscal year prior to and effective on June 30, 2022, or June 30, 2023, or June 30, 2024, or June 30, 2025, or June 30, 2026.

#### **HARDSHIP CLAUSE**

No party shall be liable for any failure to perform its obligations where such failure is a result of Acts of Nature (including fire, flood, earthquake, tornado or other natural disaster), war, invasion, act of foreign enemies, rebellion, revolution, insurrection, military or usurped power of confiscation, terrorist activities, nationalization, government sanction, embargo, labor dispute, lockout or interruption or failure of utilities, and no other party will have a right to terminate this Agreement under the clause of termination in such circumstances. Either party to this Agreement asserting hardship as an excuse shall have the burden of proving that reasonable steps were taken (under the circumstances) to minimize delay or damages caused by foreseeable events, that all non-

excused obligations were substantially fulfilled, and that the other party was timely notified of the likelihood or actual occurrence which would justify such an assertion, so that other prudent precautions could be contemplated.

By signature below, the respective presiding officers of the governing boards of the respective parties certify that this agreement in the form herewith presented was duly considered in accordance with law, including giving timely notice to the public of a public hearing, placing the matter properly upon the agenda of each such body, conduct of such public hearing, and due deliberation of the respective bodies thereafter, upon which was respectively passed a resolution entering the foregoing Agreement.

CITY OF DALLAS CENTER, IOWA

DALLAS COUNTY, IOWA

By \_\_\_\_\_  
Michael A. Kidd, Mayor

By \_\_\_\_\_  
Brad Golightly, Chair of the Board

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

ATTEST:

ATTEST:

\_\_\_\_\_  
Cindy Riesselman, City Clerk

\_\_\_\_\_  
Julia L. Helm, Dallas County Auditor

	Deputy 2 - 5/2 Schedule (2080 Hours)	Deputy 2 - 5/2 Schedule (2080 Hours)
	35.59	25.81
BASE PAY -annually	74,027.20	53,684.80
IPERS	6,854.92	4,971.21
MEDICARE & SOCIAL SECURITY	5,663.08	4,106.89
LIFE INSURANCE \$35,000.00/A D & D)	61.33	61.33
FAMILY MEDICAL, DENTAL, VISION (County Share)	18,244.27	18,244.27
EMPLOYEE ASSISTANCE PROGRAM	18.00	17.60
LONG TERM DISABILITY INSURANCE (\$100*.024)	177.67	128.84
Unemployment	94.80	94.80
Work Comp	538.92	538.92
<b>TOTAL COMPENSATION</b>	<b>105,680.19</b>	<b>81,848.66</b>
Internal Service Fund - HR/Ops Admin/IS	1,040.00	1,040.00
Vehicle Insurance	804.00	804.00
Vehicle Replacment Fund/Year	7,000.00	7,000.00
Fuel	4,047.95	4,047.95
Uniform	300.00	300.00
Training	250.00	250.00
Laptop and Docking Station	900.00	900.00
Monthly Aircard Price	500.00	500.00
Cellular Phone - \$32.00/month	384.00	384.00
<b>TOTAL ADMINISTRATIVE COST</b>	<b>15,225.95</b>	<b>15,225.95</b>
<b>TOTAL COMPENSATION AND ADMIN COST</b>	<b>120,906.14</b>	<b>97,074.61</b>
	<b>12 EQUAL MONTHLY PAYMENTS OF</b>	<b>217,980.75</b>
		<b>18,165.06</b>

**EMPLOYER FUNDED ITEMS**

IPERS - Employee 9.26% of Salary  
 Employer 9.26% of Salary

Life Insurance  
 Long Term Disability

A D & D

Medical, Dental, Vision Single Policy

Family Policy - Employee pays \$254.83 per month

Employee Assistance Program (EAP)

100% Employer Funded  
 100% Employer Funded  
 100% Employer Funded  
 23.89/mth

100% Employer Funded

	Deputy 2 - 5/2 Schedule (2080 Hours)	Deputy 2 - 5/2 Schedule (2080 Hours)
	36.66	26.58
BASE PAY -annually	76,252.80	55,286.40
IPERS	7,061.01	5,119.52
MEDICARE & SOCIAL SECURITY	5,833.34	4,229.41
LIFE INSURANCE \$35,000.00/A D & D)	61.33	61.33
FAMILY MEDICAL, DENTAL, VISION (County Share)	18,244.27	18,244.27
EMPLOYEE ASSISTANCE PROGRAM	18.00	17.60
LONG TERM DISABILITY INSURANCE (\$100*.024)	183.01	132.69
Unemployment	94.80	94.80
Work Comp	538.92	538.92
<b>TOTAL COMPENSATION</b>	<b>108,287.48</b>	<b>83,724.94</b>
Internal Service Fund - HR/Ops Admin/IS	1,040.00	1,040.00
Vehicle Insurance	804.00	804.00
Vehicle Replacement Fund/Year	7,000.00	7,000.00
Fuel	4,047.95	4,047.95
Uniform	300.00	300.00
Training	250.00	250.00
Laptop and Docking Station	900.00	900.00
Monthly Aircard Price	500.00	500.00
Cellular Phone - \$32.00/month	384.00	384.00
<b>TOTAL ADMINISTRATIVE COST</b>	<b>15,225.95</b>	<b>15,225.95</b>
	<b>123,513.43</b>	<b>98,950.89</b>
<b>TOTAL COMPENSATION AND ADMIN COST</b>	<b>123,513.43</b>	<b>222,464.32</b>
	<b>12 EQUAL MONTHLY PAYMENTS OF</b>	<b>18,538.69</b>

**EMPLOYER FUNDED ITEMS**

IPERS - Employee 9.26% of Salary  
 Employer 9.26% of Salary

Life Insurance 100% Employer Funded  
 Long Term Disability 100% Employer Funded  
 A D & D 100% Employer Funded  
 Medical, Dental, Vision 23.89/mth  
 Single Policy  
 Family Policy - Employee pays \$254.83 per month  
 Employee Assistance Program (EAP) 100% Employer Funded

	Deputy 2 - 5/2 Schedule (2080 Hours)	Deputy 2 - 5/2 Schedule (2080 Hours)
	37.76	27.38
BASE PAY -annually	78,540.80	56,950.40
IPERS	7,272.88	5,273.61
MEDICARE & SOCIAL SECURITY	6,008.37	4,356.71
LIFE INSURANCE \$35,000.00/ A D & D)	61.33	61.33
FAMILY MEDICAL, DENTAL, VISION (County Share)	18,244.27	18,244.27
EMPLOYEE ASSISTANCE PROGRAM	18.00	17.60
LONG TERM DISABILITY INSURANCE (\$100* .024)	188.50	136.68
Unemployment	94.80	94.80
Work Comp	538.92	538.92
<b>TOTAL COMPENSATION</b>	<b>110,967.87</b>	<b>85,674.31</b>
Internal Service Fund - HR/Ops Admin/IS	1,040.00	1,040.00
Vehicle Insurance	804.00	804.00
Vehicle Replacement Fund/Year	7,000.00	7,000.00
Fuel	4,047.95	4,047.95
Uniform	300.00	300.00
Training	250.00	250.00
Laptop and Docking Station	900.00	900.00
Monthly Aircard Price	500.00	500.00
Cellular Phone - \$32.00/month	384.00	384.00
<b>TOTAL ADMINISTRATIVE COST</b>	<b>15,225.95</b>	<b>15,225.95</b>
	<b>126,193.82</b>	<b>100,900.26</b>
<b>TOTAL COMPENSATION AND ADMIN COST</b>	<b>126,193.82</b>	<b>227,094.08</b>
	<b>12 EQUAL MONTHLY PAYMENTS OF</b>	<b>18,924.51</b>

**EMPLOYER FUNDED ITEMS**

IPERS - Employee 9.26% of Salary  
 Employer 9.26% of Salary

Life Insurance 100% Employer Funded  
 Long Term Disability 100% Employer Funded  
 A D & D 100% Employer Funded  
 Medical, Dental, Vision 23.89/mth  
 Single Policy 100% Employer Funded  
 Family Policy - Employee pays \$254.83 per month  
 Employee Assistance Program (EAP)

	Deputy 2 - 5/2 Schedule (2080 Hours)	Deputy 2 - 5/2 Schedule (2080 Hours)	28.2
	38.89		28.2
BASE PAY -annually	80,891.20		58,656.00
IPERS	7,490.53		5,431.55
MEDICARE & SOCIAL SECURITY	6,188.18		4,487.18
LIFE INSURANCE \$35,000.00/A D & D)	61.33		61.33
FAMILY MEDICAL, DENTAL, VISION (County Share)	18,244.27		18,244.27
EMPLOYEE ASSISTANCE PROGRAM	18.00		17.60
LONG TERM DISABILITY INSURANCE (\$100*.024)	194.14		140.77
Unemployment	94.80		94.80
Work Comp	538.92		538.92
<b>TOTAL COMPENSATION</b>	<b>113,721.36</b>		<b>87,672.42</b>
Internal Service Fund - HR/Ops Admin/IS	1,040.00		1,040.00
Vehicle Insurance	804.00		804.00
Vehicle Replacement Fund/Year	7,000.00		7,000.00
Fuel	4,047.95		4,047.95
Uniform	300.00		300.00
Training	250.00		250.00
Laptop and Docking Station	900.00		900.00
Monthly Aircard Price	500.00		500.00
Cellular Phone - \$32.00/month	384.00		384.00
<b>TOTAL ADMINISTRATIVE COST</b>	<b>15,225.95</b>		<b>15,225.95</b>
<b>TOTAL COMPENSATION AND ADMIN COST</b>	<b>128,947.31</b>		<b>102,898.37</b>
			<b>231,845.68</b>
		<b>12 EQUAL MONTHLY PAYMENTS OF</b>	<b>19,320.47</b>

**EMPLOYER FUNDED ITEMS**

IPERS - Employee 9.26% of Salary  
 Employer 9.26% of Salary

Life Insurance 100% Employer Funded  
 Long Term Disability 100% Employer Funded  
 A D & D 100% Employer Funded  
 Medical, Dental, Vision Single Policy 23.89/mth  
 Family Policy - Employee pays \$254.83 per month 100% Employer Funded  
 Employee Assistance Program (EAP)



	Deputy 2 - 5/2 Schedule (2080 Hours)	Deputy 2 - 5/2 Schedule (2080 Hours)	29.05
	40.06		
BASE PAY -annually	83,324.80		60,424.00
IPERS	7,715.88		5,595.26
MEDICARE & SOCIAL SECURITY	6,374.35		4,622.44
LIFE INSURANCE \$35,000.00/ A D & D)	61.33		61.33
FAMILY MEDICAL, DENTAL, VISION (County Share)	18,244.27		18,244.27
EMPLOYEE ASSISTANCE PROGRAM	18.00		17.60
LONG TERM DISABILITY INSURANCE (\$100*.024)	199.98		145.02
Unemployment	94.80		94.80
Work Comp	538.92		538.92
<b>TOTAL COMPENSATION</b>	<b>116,572.32</b>		<b>89,743.64</b>
Internal Service Fund - HR/Ops Admin/IS	1,040.00		1,040.00
Vehicle Insurance	804.00		804.00
Vehicle Replacement Fund/Year	7,000.00		7,000.00
Fuel	4,047.95		4,047.95
Uniform	300.00		300.00
Training	250.00		250.00
Laptop and Docking Station	900.00		900.00
Monthly Aircard Price	500.00		500.00
Cellular Phone - \$32.00/month	384.00		384.00
<b>TOTAL ADMINISTRATIVE COST</b>	<b>15,225.95</b>		<b>15,225.95</b>
<b>TOTAL COMPENSATION AND ADMIN COST</b>	<b>131,798.27</b>		<b>104,969.59</b>
<b>TOTAL COMPENSATION AND ADMIN COST</b>	<b>12 EQUAL MONTHLY PAYMENTS OF</b>		<b>236,767.86</b>
			<b>19,730.66</b>

**EMPLOYER FUNDED ITEMS**

IPERS - Employee 9.26% of Salary  
 Employer 9.26% of Salary

Life Insurance  
 Long Term Disability  
 A D & D

Medical, Dental, Vision Single Policy

Family Policy - Employee pays \$254.83 per month

Employee Assistance Program (EAP)

100% Employer Funded  
 100% Employer Funded  
 100% Employer Funded  
 23.89/mth

100% Employer Funded

**RESOLUTION NO. 2021-5**

**A RESOLUTION ALLOCATING 75% OF THE FISCAL YEAR 2021-2022 LOCAL OPTION STATE SALES TAX RECEIPTS TO THE SWIMMING POOL PROJECT AND THE PUBLIC WORKS DEPRECIATION ACCOUNT**

**WHEREAS**, on November 7, 2017, the voters of Dallas Center approved a 1% local sales and services tax with the revenues allocated (a) 25% for property tax relief and (b) 75% for additional property tax relief through city expenditures for the construction of capital improvements, and the construction and maintenance of streets, sidewalks, water and sewer and storm water facilities, infrastructure, and parks and other recreational facilities in the City; and

**WHEREAS**, the City previously has allocated a portion of the local option state sales tax revenue to the proposed swimming pool project; and

**WHEREAS**, the Council has determined that the 75% share of the Fiscal Year 2021-2022 local option state sales tax revenue should be allocated as follows: (a) 90% to the swimming pool project, and (b) 10% to the Public Works Depreciation Account (for the planned Public Works/Public Safety Works Building); and

**WHEREAS**, that the City Clerk should establish a local option state sales tax subaccount for Public Works Depreciation.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS CENTER, IOWA**, that the 75% share of the Fiscal Year 2021-2022 local option state sales tax revenue is hereby allocated as follows: (a) 90% to the swimming pool project, and (b) 10% to the Public Works Depreciation Account (for the planned Public Works/Public Safety Works Building).

**IT IS FURTHER RESOLVED** that the City Clerk is directed to establish a local option state sales tax subaccount for Public Works Depreciation.

**IT IS FURTHER RESOLVED** that the City Clerk is authorized to transfer the local option sales tax revenue receipts to the appropriate accounts and subaccounts.

**PASSED, APPROVED, AND ADOPTED** by the City Council of the City of Dallas Center, Iowa, on this 12<sup>th</sup> day of January, 2021.

---

Michael A. Kidd, Mayor

ATTEST:

---

Cindy Riesselman, City Clerk

**RESOLUTION 2021-6**

**RESOLUTION EXTENDING TO MARCH 31, 2021, PROVISIONS OF  
THE INFECTIOUS DISEASE ACTION PLAN (COVID-19 PANDEMIC)  
WHICH ALSO ESTABLISHED OTHER EMPLOYMENT AND RELATED POLICIES**

**WHEREAS**, The Families First Coronavirus Response Act (FFCRA) was signed by the President on March 18, 2020; and

**WHEREAS**, FFCRA required public employers to provide their employees with paid sick leave and expanded family and medical leave for specified reasons related to COVID-19, which provisions applied from April 1, 2020, through December 31, 2020; and

**WHEREAS**, on April 14, 2020, the Council approved Resolution 2020-37, which adopted the Infectious Disease Action Plan and established other employment and related policies in accord with FFCRA; and

**WHEREAS**, the leave authorized by Resolution 2020-37 expired on December 31, 2020 and no leave was to be carried forward to 2021; and

**WHEREAS**, the Consolidated Appropriations Act, 2021, (including provisions of the COVID-Related Tax Relief Act of 2020) was signed by the President on December 27, 2020, which Act permits public employers to extend the paid sick leave and expanded family and medical leave for specified reasons related to COVID-19 to from December 31, 2020, to March 31, 2021; and

**WHEREAS**, pursuant to the provisions of the Consolidated Appropriations Act, 2021, the Council should amend Resolution 2020-37 by extending the Infectious Disease Action Plan and its employment and related policies from December 31, 2020, to March 31, 2021.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS CENTER, IOWA**, that the provisions of the Infectious Disease Action Plan, and its employment and related policies, adopted by the Council by Resolution 2020-37 on April 14, 2020, that expired on December 31, 2020, are hereby extended to March 31, 2021.

**PASSED, APPROVED, AND ADOPTED** by the City Council of the City of Dallas Center, on this 12<sup>th</sup> day of January, 2021.

---

Michael A. Kidd, Mayor

ATTEST:

---

Cindy Riesselman, City Clerk

**CITY OF DALLAS CENTER  
RESOLUTION 2021-07**

**A RESOLUTION TO AUTHORIZE THE TRANSFER OF FUNDS FOR THE FISCAL YEAR 2020-2021**

Be it resolved by the Council of the City of Dallas Center, Iowa:

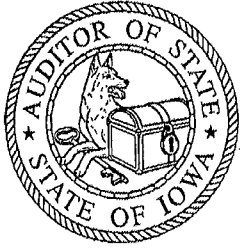
Section 1. That the City Clerk is hereby authorized to transfer previously received bond proceeds in the amount of approximately \$540,085.97 from the Capital Improvement Sanitary Sewer Fund to the Sanitary Sewer Enterprise Fund to pay for the Wastewater Treatment Improvements Project, as advised by Auditor of State's Office.

Section 2. That the City Clerk is also hereby authorized to transfer monthly the bond proceeds received from the State Revolving Fund and posted to the Capital Improvement-Wastewater Fund to the Sanitary Sewer Enterprise Fund to pay for the Wastewater Treatment Improvements Project, as advised by Auditor of State's Office.

Passed and approved this 12<sup>th</sup> day of January, 2021

\_\_\_\_\_  
Mike Kidd, Mayor

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



**OFFICE OF AUDITOR OF STATE**  
**STATE OF IOWA**

Rob Sand  
Auditor of State

State Capitol Building  
Des Moines, Iowa 50319-0006

Telephone (515) 281-5834 Facsimile (515) 281-6518

**NEWS RELEASE**

FOR RELEASE

December 16, 2020

Contact: Ernest Ruben  
515/281-5834

Auditor of State Rob Sand today released an agreed-upon procedures report on the City of Dallas Center, Iowa, for the period July 1, 2019 through June 30, 2020. The agreed-upon procedures engagement was performed pursuant to Chapter 11.6 of the Code of Iowa.

Sand reported one finding related to the receipt and disbursement of taxpayer funds. It is found on page 9 of this report. The finding addresses a lack of segregation of duties.

The City Council has a fiduciary responsibility to provide oversight of the City's operations and financial transactions. Oversight is typically defined as the "watchful and responsible care" a governing body exercises in its fiduciary capacity.

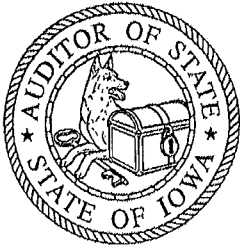
A copy of the agreed-upon procedures report is available for review on the Auditor of State's web site at <https://auditor.iowa.gov/audit-reports>.

###

**CITY OF DALLAS CENTER**  
**AUDITOR OF STATE'S INDEPENDENT REPORT**  
**ON APPLYING AGREED-UPON PROCEDURES**  
**FOR THE PERIOD**  
**JULY 1, 2019 THROUGH JUNE 30, 2020**



**City of Dallas Center**



**OFFICE OF AUDITOR OF STATE**  
STATE OF IOWA

Rob Sand  
Auditor of State

State Capitol Building  
Des Moines, Iowa 50319-0006

Telephone (515) 281-5834 Facsimile (515) 281-6518

December 15, 2020

Officials of the City of Dallas Center  
Dallas Center, Iowa

Dear Honorable Mayor and Members of the City Council:

I am pleased to submit to you the agreed-upon procedures report for the City of Dallas Center, Iowa, for the period July 1, 2019 to June 30, 2020. The agreed-upon procedures engagement was performed pursuant to Chapter 11.6 of the Code of Iowa and in accordance with attestation standards established by the American Institute of Certified Public Accountants and the standards for attestation engagements contained in Government Auditing Standards.

I appreciate the cooperation and courtesy extended by the officials and employees of the City of Dallas Center throughout the agreed-upon procedures engagement. If I or this office can be of any further assistance, please contact me or my staff at 515-281-5834.

Sincerely,

A handwritten signature in black ink that reads "Rob Sand". The signature is stylized and cursive.

Rob Sand  
Auditor of State

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**City of Dallas Center**

**Officials**

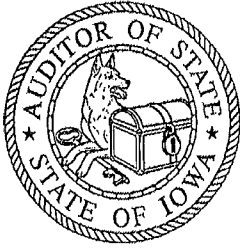
**(Before January 2020)**

<u>Name</u>	<u>Title</u>	<u>Term Expires</u>
Michael Kidd	Mayor	Jan 2022
Ryan Kluss	Mayor Pro Tem/Council Member	Jan 2020
Danny Beyer	Council Member	Jan 2020
Ryan Coon	Council Member	Jan 2020
David Bagby	Council Member	Jan 2022
Curtis Pion	Council Member	Jan 2022
Cindy Riesselman	City Clerk/Treasurer	Indefinite
Ralph R. Brown	Attorney	Indefinite

**(After January 2020)**

<u>Name</u>	<u>Title</u>	<u>Term Expires</u>
Michael Kidd	Mayor	Jan 2022
Ryan Kluss	Mayor Pro Tem/Council Member	Jan 2024
David Bagby	Council Member	(Resigned Apr 2020)
Amy Strutt (Appointed June 2020)	Council Member	Nov 2021
Curtis Pion	Council Member	Jan 2022
Danny Beyer	Council Member	Jan 2024
Ryan Coon	Council Member	Jan 2024
Cindy Riesselman	City Clerk/Treasurer	Indefinite
Ralph R. Brown	Attorney	Indefinite

**City of Dallas Center**



**OFFICE OF AUDITOR OF STATE**  
STATE OF IOWA

Rob Sand  
Auditor of State

State Capitol Building  
Des Moines, Iowa 50319-0006

Telephone (515) 281-5834 Facsimile (515) 281-6518

Auditor of State's Independent Report on Applying Agreed-Upon Procedures

To the Honorable Mayor and Members of the City Council:

We performed the procedures below, which were established at Iowa Code Chapter 11.6, to provide oversight of Iowa cities. Accordingly, we have applied certain procedures to selected accounting records and related information of the City of Dallas Center for the period July 1, 2019 through June 30, 2020, including procedures related to the City's compliance with certain Code of Iowa requirements identified below. The City of Dallas Center's management, which agreed to the performance of the procedures performed, is responsible for compliance with these requirements and for the City's records.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and the standards for attestation engagements contained in Government Auditing Standards, issued by the Comptroller General of the United States. The sufficiency of these procedures is solely the responsibility of those parties specified in the report. Consequently, we make no representation regarding the sufficiency of the procedures described below, either for the purpose for which this report has been requested or for any other purpose.

The procedures we performed are summarized as follows:

1. We observed selected City Council meeting minutes for compliance with Chapters 21, 372.13(6) and 380 of the Code of Iowa.
2. We obtained an understanding of the City's internal controls to determine if proper control procedures are in place and incompatible duties, from a control standpoint, are not performed by the same employee.
3. We observed surety bond coverage for compliance with Chapter 64 of the Code of Iowa.
4. We obtained and observed the City Clerk's financial reports and selected bank reconciliations to determine whether the bank balances properly reconciled to the general ledger account balances and monthly financial reports provided to the City Council.
5. We scanned City funds for consistency with the City Finance Committee's recommended Uniform Chart of Accounts (COA) and to determine required funds and fund balances are properly maintained and accurately accounted for.
6. We observed the City's fiscal year 2019 Annual Financial Report to determine whether it was completed and accurately reflects the City's financial information.
7. We scanned investments to determine compliance with Chapter 12B of the Code of Iowa.
8. We scanned depository resolutions, the City's investment policy and reporting of unclaimed property to the State of Iowa to determine compliance with Chapters 12C.2, 12B.10B and 556.1(12) of the Code of Iowa.

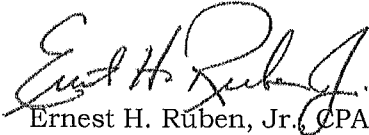
9. We scanned debt, including general obligation and revenue bonds/notes, and related transactions for proper authorization and compliance with Chapters 75, 384 and 403.9 of the Code of Iowa and to determine whether the debt and related proceeds and repayments were properly accounted for.
10. We scanned selected tax increment financing (TIF) transactions, including receipts, disbursements and transfers, for compliance and accurate accounting, including compliance with the TIF reporting requirements of Chapter 384.22 of the Code of Iowa.
11. We observed the City's TIF debt certification forms filed with the County Auditor, including requests for collection of reduced TIF amounts and to decertify certain TIF obligations, as applicable, for proper support and compliance with Chapter 403.19(6) of the Code of Iowa.
12. We traced selected receipts to accurate accounting and consistency with the recommended COA.
13. The city had no voter approved levies.
14. We traced selected disbursements to proper approval, adequate supporting documentation, accurate accounting and consistency with the recommended COA and compliance with the public purpose criteria established by Article III, Section 31 of the Constitution of the State of Iowa.
15. We traced transfers between funds to proper authorization and accurate accounting and to determine whether transfers were proper.
16. We traced selected payroll and related transactions to proper authorization and accurate accounting and determined whether payroll was proper.
17. We observed the annual certified budget for proper authorization, certification and timely amendment.

Based on the performance of the procedures described above, we identified a finding and recommendation for the City. Our finding and recommendation is described in the Detailed Finding and Recommendation section of this report. Unless reported in the Detailed Finding and Recommendation, items of non-compliance were not noted during the performance of the specific procedures listed above.

We were not engaged to and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on specific accounting records and related information of the City, including compliance with specific Code of Iowa requirements. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

The purpose of this report is to report, in accordance with Chapter 11.6 of the Code of Iowa, certain agreed-upon procedures and the resulting findings and recommendations pertaining to selected accounting records and related information of the City, including the City's compliance with certain Code of Iowa requirements. This report is not suitable for any other purpose.

We would like to acknowledge the many courtesies and assistance extended to us by personnel of the City of Dallas Center during the course of our agreed-upon procedures engagement. Should you have any questions concerning any of the above matters, we shall be pleased to discuss them with you at your convenience.



Ernest H. Rüben, Jr. CPA  
Director

December 15, 2020



## **Detailed Finding and Recommendation**

City of Dallas Center

Detailed Finding and Recommendation

For the period July 1, 2019 through June 30, 2020

(A) Segregation of Duties – Management is responsible for establishing and maintaining internal control. A good system of internal control provides for adequate segregation of duties so no one individual handles a transaction from its inception to completion. In order to maintain proper internal control, duties should be segregated so the authorization, custody and recording of transactions are not under the control of the same employee. This segregation of duties helps prevent losses from employee error or dishonesty and maximizes the accuracy of the City’s financial statements. Generally, one individual has control over each of the following areas for the City:

- (1) Cash – handling and recording.
- (2) Investing – recordkeeping, investing and custody of investments.
- (3) Receipts – opening mail, collecting, depositing, recording, reconciling and posting.
- (4) Long-Term Debt – maintaining long-term debt records, handling and recording cash.

Recommendation – We realize segregation of duties is difficult with a limited number of employees. However, the City should review its control procedures to obtain the maximum internal control possible under the circumstances utilizing currently available staff, including elected officials. Independent reviews of reconciliations should be documented by the signature or initials of the reviewer and the date of the review.

City of Dallas Center

Staff

This engagement was performed by:

Ernest H. Ruben, Jr., CPA, Director  
Tiffany M. Ainger, CPA, Manager  
Bianca M. Cleary, Staff Auditor  
Sally S. Downing, Assistant Auditor