Board of Directors Meeting Minutes

2-12-2018

Board of Directors Meeting Minutes (February 12, 2018)

DMACC

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Des Moines Area Community College
Board of Directors
Work Session

February 12, 2018 – 2:00 P.M.

Eldon Leonard Boardroom
DMACC Ankeny Campus

AGENDA

1. Call to order.
2. Roll call.
3. Consideration of tentative agenda.
4. Budget Presentation; Greg Martin.
6. DMACC Delivers Capital Campaign and Federal Tax Law; Tara Connolly.
7. Adjourn.
A work session of the Des Moines Area Community College Board of Directors was held in the Eldon Leonard Boardroom at the Ankeny campus on February 12, 2018. Board Vice Chair Kevin Halterman called the meeting to order at 2:05 p.m.

Members present: Fred Buie, Felix Gallagher, Kevin Halterman, Cheryl Langston, Denny Presnall, Madelyn Tursi.

Members absent: Fred Greiner, Jim Knott, Joe Pugel.

Others present: Rob Denson, President/CEO; Carolyn Farlow, Board Secretary; faculty and staff.

Tursi moved; seconded by Langston to approve the tentative agenda as presented. Motion passed unanimously. Aye- Buie, Gallagher, Halterman, Langston, Presnall, Tursi. Nay-none.

Greg Martin, Vice President of Business Services, presented the annual budget update.

Ben Voaklander, Controller, reviewed the FY 2019 Proposed Budget.

Tara Connolly, Executive Director of DMACC Foundation, provided an overview of the impact of the new Federal Tax Law Changes and the status of our DMACC Delivers Campaign.

Gallagher moved to adjourn; seconded by Tursi. Motion passed unanimously and at 3:56 pm, Board Vice Chair Halterman adjourned the meeting. Aye- Buie, Gallagher, Halterman, Langston, Presnall, Tursi. Nay-none.
Board of Directors
Des Moines Area Community College

Regular Board Meeting
February 12, 2018 – 4:00 p.m.
Ankeny Campus, Eldon Leonard Boardroom
2006 S. Ankeny Boulevard, Ankeny, Iowa

Agenda

1. Call to order.

2. Roll call.

3. Consideration of tentative agenda.

4. Public comments.

5. Presentations: Sarah Waddle; Director, Honors Program
   Mark Steffen; Interim Dean, Career Advantage & Distance Learning

6. Consent Items.
   a. Consideration of minutes from December 11, 2017 Board Retreat, Public Hearing and
      Regular Board Meeting.
   b. Human Resources report.
   c. Consideration of payables.

7. Board Report 18-001. A resolution approving the form and content and execution and
delivery of a Workforce Training and Economic Development Training Contract under
Chapter 260C, Code of Iowa, for City of Perry, Perry IA Project #1.

8. Board Report 18-002. A resolution approving the form and content and execution and
delivery of a Workforce Training and Economic Development Training Contract under
Chapter 260C, Code of Iowa, for McKinstry FMS, LLC, West Des Moines, IA Project #4.

9. Board Report 18-003. A resolution approving the form and content and execution and
delivery of a Workforce Training and Economic Development Training Contract under
Chapter 260C, Code of Iowa, for Summertime Potato Company, Des Moines, IA Project #3.

10. Board Report 18-004. A resolution approving the form and content and execution and
delivery of a Retraining or Training Agreement under Chapter 260F, Code of Iowa, for Des
    Moines Truck Brothers, Norwalk, IA Project #2.
11. **Board Report 18-005.** A resolution approving the list of financial institutions to be depositories of Des Moines Area Community College.

12. **Board Report 18-006.** Authorization for Filing and Publication (not final approval) of the Proposed FY 2019 General and Plant Fund Budgets (Funds 1, 2, and 7) and establishment of a date for the Public Hearing on said budgets.

13. **Board Report 18-007.** DMACC Urban Campus Student Center.

14. **Board Report 18-008.** DMACC Automotive Building – Ankeny Campus.


16. President’s Report.

17. Campus Updates.

18. Committee Reports.

19. Board Members’ Reports.

20. Information Items:
   - February 16 – College Closed for President’s Day.
   - February 28 – PTK Recognition Program; Embassy Suites, Des Moines; 5:30 p.m.
   - March 12 – Board Meeting; DMACC Newton Campus; 4:00 p.m.
   - March 12-16 – Spring Break.

The regular meeting of the Des Moines Area Community College Board of Directors was held in the Eldon Leonard Boardroom at the Ankeny campus on February 12, 2018. Board Vice Chair Kevin Halterman called the meeting to order at 4:02 p.m.

Members present: Fred Buie, Felix Gallagher, Kevin Halterman, Cheryl Langston, Denny Presnall, Madelyn Tursi.

Members connected via telenet: Jim Knott, Joe Pugel.

Members absent: Fred Greiner.

Others present: Robert Denson, President; Carolyn Farlow, Board Secretary; Joe DeHart, Board Treasurer, faculty and staff.

Tursi moved; seconded by Langston to approve the agenda as presented.


Sarah Waddle, Honors Program Director, presented an overview of the five-year evaluation of DMACC’s Honor Program. She then introduced Anna Pham and Deann Irmeier, Co-Chairs of our Honors Student Board. Anna and Deann each shared the benefits of being an Honors student at DMACC.

Mark Steffen; Interim Dean of Career Advantage & Distance Learning, and Joe Raineri, Interim Director of Distance Learning, presented online statistics, credit percentages and trends. They also provided information on how quickly our DMACC on Demand courses reach capacity.

Gallagher moved; seconded by Presnall to approve the consent items: a) Minutes from the December 11, 2017 Board Retreat, Public Hearing and Regular Board Meeting; b) Human Resources report (Attachment #1); and c) Payables (Attachment #2).


Langston moved; seconded by Tursi to approve Items #7-10 as one consent item.


Board Report 18-001. Attachment #3. A resolution approving the form and content and execution and delivery of a Workforce Training and Economic Development Training Contract under Chapter 260C, Code of Iowa, for City of Perry, Perry IA Project #1.


Board Report 18-004. Attachment #6. A resolution approving the form and content and execution and delivery of a Retraining or Training Agreement under Chapter 260F, Code of Iowa, for Des Moines Truck Brothers, Norwalk, IA Project #2.

Board Report 18-005. Attachment #7. Presnall moved; seconded by Buie recommending that the Board adopt a resolution approving the list of financial institutions to be depositories of the College's funds and the maximum balance allowed for each respective bank.


Board Report 18-006. Presnall moved; seconded by Buie recommending that the Board adopt a motion authorizing filing and publication of the proposed FY2019 General and Plant Fund Budgets (Funds 1, 2, and 7) and setting the public hearing on March 12, 2018.


Board Report 18-008. Pugel moved; seconded by Tursi recommending that the Board approve the DMACC Administration to proceed with fundraising and design completion for the DMACC Automotive expansion and remodel and to bring a full construction proposal back to the Board when developed.


Board Report 18-007. Langston moved; seconded by Gallagher recommending that the Board approve the DMACC Administration to proceed with the pre-design services for a DMACC Urban Campus Student Center and to bring a full construction proposal back to the Board when developed.


Greg Martin, Vice President of Business Services, presented the January 2018 Financial Report and Plant Fund Status Report as seen in Attachment #8 to these minutes.
CAMPUS UPDATES

The following Deans and Provosts provided updates on activities and events at their campus/department: Anne Howsare Boyens, Joe DeHart, Drew Nelson, Scott Ocken and Tony Paustian.

COMMITTEE REPORTS

None.

ADJOURN

Tursi moved; seconded by Presnall to adjourn. Motion passed unanimously and at 5:52 p.m. Board Vice Chair Halterman adjourned the meeting. Aye- Buie, Gallagher, Halterman, Knott, Langston, Presnall, Pugel, Tursi. Nay-none.

CAROLYN FARLOW, Board Secretary

JOE PUGEL, Board Chair
AGENDA ITEM
Human Resources Report

BACKGROUND

I. New Employee

Replacement Position

1. Andres, John
   Instructor, Culinary Arts
   Ankeny Campus
   9 Month Position
   Annual Salary: $61,532
   Effective: January 3, 2018
   Continuing Contract

2. Kahookele, Lisa
   Instructor, Journalism
   Boone Campus
   One Semester Position
   Annual Salary: $67,805
   Effective: January 3, 2018
   Temporary Contract

3. Lindberg, Carl
   Instructor, Drama
   Ankeny Campus
   9 Month Position
   Annual Salary: $59,964
   Effective: January 3, 2018
   Continuing Contract

4. Risius, Karissa
   Instructor, Nursing
   Boone Campus
   9 Month Position
   Annual Salary: $56,828
   Effective: January 8, 2018
   Continuing Contract
New Position

1. van Aardt, Theunis
   Instructor, Chemistry
   Boone Campus
   9 Month Position
   Annual Salary: $67,805
   Effective: January 5, 2018
   Continuing Contract

RECOMMENDATION

It is moved that the Board accepts the President’s recommendation as to the above personnel actions.
## List of Checks Over $2,500.00

**Date Range:** 27-Nov-2017 to 24-Jan-2018

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List of checks over $2,500.00 in 27-NOV-2017 to 24-JAN-2018

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Time: 08:06 AM

List of checks over $2,500.00 from 27-NOV-2017 to 24-JAN-2018

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Des Moines Area Comm College

List of checks over $2,500.00 from 27-NOV-2017 to 24-JAN-2018

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Forst Training and Consultant 626863 $3,145.00 $1,900.00 6015 Softskills Training Consultant’s Fees

626881 $2,589.25 $2,589.25 6269 Impact7G - Job Spec Other Company Services

626885 $7,500.00 $7,500.00 6260 Office of Dir, Mark Sponsorships & Donations
List of checks over $2,500.00 in 27-NOV-2017 to 24-JAN-2018

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List of checks over $2,500.00 from 27-NOV-2017 to 24-JAN-2018

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from 27-NOV-2017 to 24-JAN-2018

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### Des Moines Area Comm College

List of checks over $2,500.00 from 27-NOV-2017 to 24-JAN-2018

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## Des Moines Area Comm College

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|Foundation of G 627463 $6,228.00 $6,228.00 6269 Principal Fin Litera Other Company Serv|
|Found Marketing 627465 $5,500.00 $5,500.00 6269 Other General Inst Other Company Serv|
|Work 627470 $19,590.00 $15,000.00 6470 Fashion Management-D Travel-Out of State|
| & Controlle 627480 $3,640.00 $3,640.00 6015 Manufacturing Skills Consultant's Fees|
| 627482 | $8,836.00 | -$1,444.00 6511 Ticket Sales Purchases for Res|
List of checks over $2,500.00 from 27-NOV-2017 to 24-JAN-2018

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Des Moines Area Comm College

Page: 40/2018 AM
### List of checks over $2,500.00
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- **Check Number**
- **Check Amount**
- **Transaction Amount**
- **Account Number**
- **Index Title**
- **Account Title**

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Des Moines Area Comm College

List of checks over $2,500.00 from 27-NOV-2017 to 24-JAN-2018

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Des Moines Area Comm College

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Des Moines Area Comm College

List of checks over $2,500.00 from 27-NOV-2017 to 24-JAN-2018

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Des Moines Area Comm College

List of checks over $2,500.00 from 27-NOV-2017 to 24-JAN-2018

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REPORT TOTAL $7,178,386.62
Ankeny, Iowa
February 12, 2018

The Board of Directors of the Des Moines Area Community College met in regular session on the 12th day of February, 2018, at 4:00 p.m., at the DMACC Commons Building on the campus of the College in Ankeny, Iowa. The meeting was called to order and there were present the following named Board Members:

<table>
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<tr>
<th>Name</th>
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<th>Absent</th>
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<tr>
<td>Joseph Pugel, President</td>
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<tr>
<td>Kevin Halterman</td>
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<td>Felix Gallagher</td>
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<tr>
<td>Madelyn Tursi</td>
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<td>Fred Buie</td>
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<td>Fred Greiner</td>
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<tr>
<td>Cheryl Langston</td>
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<tr>
<td>Jim Knott</td>
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<tr>
<td>Dennis Presnall</td>
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Matters were discussed concerning a Workforce Training and Economic Development Training Contract between the College and the City of Perry, Iowa. Following a discussion of the proposal by the Board, there was introduced and caused to be read a resolution entitled, "A Resolution Approving the Form and Content and Execution and Delivery of a Workforce Training and Economic Development Training Contract between the College and the City of Perry, Iowa." The resolution was moved and seconded as follows, and after due consideration of the resolution by the Board, the President put the question on the motion and, the roll being called, the following named Board Members voted:

<table>
<thead>
<tr>
<th>Name</th>
<th>Moved</th>
<th>Seconded</th>
<th>Aye</th>
<th>Nay</th>
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<td>Kevin Halterman</td>
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Whereupon, the President declared said resolution, a copy of which is attached hereto, duly adopted and signed his approval thereto.

* * * *

[Signature]

PRESIDENT OF THE BOARD OF DIRECTORS

Attest:

[Signature]

Secretary of the Board of Directors
RESOLUTION
A RESOLUTION APPROVING THE FORM AND CONTENT AND EXECUTION AND DELIVERY OF A WORKFORCE TRAINING AND ECONOMIC DEVELOPMENT TRAINING CONTRACT BETWEEN THE COLLEGE AND THE CITY OF PERRY, IOWA.

WHEREAS, Des Moines Area Community College (hereinafter referred to as the “College”), is an area community college and a body politic organized and existing under the laws of the State of Iowa (the “State”), and is authorized and empowered by Chapter 260C of the Code of Iowa, as amended (hereinafter referred to as the “Act”), to provide job training paid for from the Workforce Training and Economic Development Fund (the “Fund”) established under Section 260C.18A; and

WHEREAS, the College has undertaken negotiations with respect to a jobs training program with the City of Perry, Iowa (the “City”), pursuant to the provisions of the Act for the purpose of establishing a jobs training program (hereinafter referred to as the “Project”) to train workers at the City at its facilities located in the merged area served by the College, which Project will be beneficial to the City and the College; and

WHEREAS, the College has allocated funds in the Fund in order to provide training and intends to use a portion of such funds to pay all or a portion of the costs of the Project, including necessary expenses incidental thereto, in the amount of $8,538; and

WHEREAS, the City has represented that the Project meets the criteria established by the Act and the Iowa Economic Development Authority for funding; and

WHEREAS, a Workforce Training and Economic Development Training Contract, in the form and with the contents set forth in Exhibit “A” attached hereto, has been negotiated by the College under the terms of which the College agrees, subject to the provisions of such Contract, to provide the Project for the City;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF DES MOINES AREA COMMUNITY COLLEGE, AS FOLLOWS:

Section 1. That the Workforce Training and Economic Development Training Contract, in the form and with the contents set forth in Exhibit “A” attached hereto, be and the same is hereby approved and the President of the Board of Directors is hereby authorized to execute said Workforce Training and Economic Development Training Contract, and the Secretary of the Board of Directors is hereby authorized to attest the same, said Workforce Training and Economic Development Training Contract, which constitutes and is hereby made a part of this Resolution, to be in substantially the form, text and containing the provisions set forth in Exhibit “A” attached hereto with such changes therein as the officers executing such Workforce Training and Economic Development Training Contract shall approve, such approval to be conclusively evidenced by the execution thereof.
Section 2. That officials of the College are hereby authorized to take such further action as may be necessary to carry out the intent and purpose of this Resolution.

Section 3. That all resolutions and parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

Passed and approved this 12th day of February, 2018.

[Signature]
President of the Board of Directors

ATTEST:

[Signature]
Secretary of the Board of Directors
I, Carolyn Farlow, Secretary of the Board of Directors of the Des Moines Area Community College, do hereby certify that I have in my possession or have access to the complete corporate records of said College and of its Board of Directors and officers; and that I have carefully compared the transcript hereto attached with the aforesaid corporate records and that said transcript hereto attached is a true, correct and complete copy of all of the corporate records showing the action taken with respect to the matters set forth therein by the Board of Directors of said College on February 12, 2018, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that such meeting was duly and publicly held in accordance with the Notice of Meeting and tentative agenda, a copy of which was timely served on each member of the Board of Directors and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Board of Directors (a copy of the face sheet of said agenda being attached hereto) pursuant to the rules of the Board of Directors and the provisions of Chapter 21, Code of Iowa, as amended, upon reasonable advance notice to the public and media at least twenty-four (24) hours prior to the commencement of the meeting as required by said law and with members of the public in attendance. I further certify that the individuals named in the attached proceedings were on the date thereof duly and lawfully possessed of their respective offices as indicated therein, that no Board of Directors vacancies existed except as may be stated in said proceedings, and that no controversy or litigation is pending, prayed or threatened involving the organization, existence or boundaries of the College or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand hereto affixed this 12th day of February, 2018.

[Signature]

SECRETARY OF THE BOARD OF DIRECTORS
Training Plan and Budget
For City of Perry
WTED Project 1

The following Training Plan reflects the expected training activities for the City of Perry. The company will participate in some, if not all, of the following activities.

The company will document the names and social security numbers of the employees who receive training, and will keep track of specific training received by each employee. All records of training documentation to support the expenditures will be kept according to the categories shown below. They will be submitted for reimbursement as the training progresses.

This training plan has been designed by City of Perry staff with assistance from a DMACC Training Consultant. The Training Plan and Budget are as follows.

<table>
<thead>
<tr>
<th>Cost</th>
<th>WTED Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>$9,900</td>
<td>$7,053</td>
</tr>
<tr>
<td>$1,485</td>
<td>$1,485</td>
</tr>
</tbody>
</table>

DMACC will help the company monitor the activity for the duration of the contract to assure that the training objectives are met.

The training began 12/20/17 with completion anticipated by 12/20/18. Upon receipt of proper documentation and reimbursement to all providers of training and training that meets guidelines of WTED, DMACC and this training plan will be made on an applied for basis.
The company will train at least _15_ unduplicated employees and will show, at the completion of the contract, $2,847 in cash match. This match will be linked to the training as outlined in this plan.
WORKFORCE TRAINING AND ECONOMIC DEVELOPMENT (WTED)  
TRAINING CONTRACT

This WTED TRAINING CONTRACT (the "Contract"), effective as of ________________
between Des Moines Area Community College, Ankeny, Iowa, (the "Community College" and its location),
and __City of Perry, Perry, Iowa__, (the "Business" and its location), is entered into under the following circumstances:

A. Pursuant to Chapter 260C.18A (the "Act"), the Community College enters into this Contract with the Business for purposes of establishing a training program to educate and train certain persons with the Business.

B. The Community College and the Business each have full right and lawful authority to enter into this Contract and to perform and monitor the provisions of this Contract as they apply respectively to the Community College and the Business.

NOW, THEREFORE, in consideration of the premises and the mutual representations and agreements herein contained, the parties agree as follows:

ARTICLE I
REPRESENTATIONS

Section 1.1. Representations of the Community College. The Community College represents and covenants that:

(A) It is duly organized and validly existing under the laws of the State of Iowa;

(B) It is not in violation of or in conflict with any provisions of the laws of the State, which would impair its ability to carry out its obligations hereunder;

(C) It is empowered to enter into the transactions contemplated by this Contract; and

(D) It will do all things in its power required to maintain its existence or assure the assumption of its obligations hereunder by any successor public body.

Section 1.2. Representations and Covenants of the Business. The Business represents and covenants that:

(A) It is a business duly qualified to do business in Iowa;

(B) It has full power to execute, deliver, and perform this Contract and all other instruments given by the Business to secure its performance and to enter into and carry out the transactions contemplated herein. Such execution, delivery, and performance are not in contravention of law or the Business's articles of incorporation, by-laws or any indenture, agreement, mortgage, lease, undertaking, or any other restriction, obligation or instrument to which the Business is a party or by which it is bound. This Contract has by proper action been duly authorized, executed, and delivered by the Business and all steps necessary have been taken to constitute this Contract as a valid and binding obligation of the Business.

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1
(C) There is no threatened, pending, or actual litigation or proceeding against the Business or any other person which affects, in any manner whatsoever, the right of the Business to execute the Contract or to otherwise comply with its obligations contained in the Contract.

(D) The Business is engaged in interstate or intrastate commerce for those purposes allowable under 260C.18A 2.

(E) The Business, within the 36 month period prior to the date of this application, did not close or reduce its employment base by more than 20 percent at any of its other business sites in Iowa in order to relocate substantially the same operation to another area of the state.

(F) The Business is not currently involved in a strike, lockout, or other labor dispute at any of its business sites in Iowa.

(G) Persons to receive training under this Contract are current employees of the Business for which the Business pays state withholding tax or in those cases of start-up companies, those receiving the training are owners of the business.

(H) Employees to receive training are not replacement workers who were hired as a result of a strike, lockout, or other labor dispute.

(I) The Business is an equal opportunity Business which complies with all local, state, and federal affirmative action requirements.

ARTICLE II
PROJECT; PROGRAM SERVICES; FEES

Section 2.1. The WORKFORCE TRAINING AND ECONOMIC DEVELOPMENT (WTED) Application for Assistance, as submitted by the Community College in behalf of the Business, and as approved by Community College, shall be incorporated as an integral part of this Contract. The "Project", as defined by the Application, shall consist of the program services and costs of services to be provided, the number of individuals to be trained, the beginning and ending dates of training, the stated budget, and any other provisions specified in the Application.

Section 2.2. The Community College agrees to provide the program services within the constraints of funds awarded to the College. It is understood and agreed that the Business and the Community College will cooperate in the coordination and programming of the specific expenditures and operation of the Project within the guidelines set out by the approved application.

Section 2.3. Iowa Code section 84A.5 requires the Economic Development Authority to report to the Iowa General Assembly the impact of training provided by this Program on the wages of employees who receive training. This information is obtained by matching social security numbers of trainees with State income records. The Business therefore agrees to provide the social security number of each individual who receives training under this contract.

Section 2.4. The Business agrees to complete a Performance Report at the completion of training to evaluate the initial impact of training on the Business' operations. The Business also agrees to complete a follow-up report one year after the completion of training to determine whether the Business' initial objectives for training were met.

Section 2.5. It is understood by the Community College and the Business that should project funds not be available or received from the State of Iowa within a reasonable period of time, this Contract shall be terminated by mutual agreement of the parties. In any event, the Business shall pay all administrative and legal costs associated with this Project which have been incurred by the Community College.

Revised May 2017
ARTICLE III
PAYMENT AND SECURITY

Section 3.1. The Community College shall create a fund to deposit monies awarded to the Project.

Section 3.2. The Business and the Community College agree that the project award, in the amount of $8538, (the "Project Award") is issued by DMACC as a forgivable loan and shall not be required to be repaid by the Business unless an event of default has occurred. Events of default and associated penalties are specified in Article VI of this Contract. The Community College shall determine whether an event of default has occurred.

ARTICLE IV
CONTRACT MODIFICATION

Section 4.1. Business shall not modify any provision of this Contract without the prior written approval of the Community College.

Section 4.2. The Community College, with the written consent of the Business, has the authority to modify all provisions of this Contract except modifications which result in a reduction of the number of employees to be trained or which significantly change the training program. The Community College is authorized to change the ending dates of the training project, training provider, or other minor modifications to the training program.

Section 4.3. Modifications which result in a reduction of the number of employees to be trained or change the training program content must be approved in writing by the Community College, and the Business.

Section 4.4. This Contract shall not be modified in any way that would result in a violation of the "Act".

ARTICLE V
EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION REQUIREMENTS

Section 5.1. The Business shall comply with all federal, state, and local laws, rules, and executive orders, to insure that no applicant for employment or employee is discriminated against because of race, religion, color, age, sex, national origin, or disability.

Section 5.2. The Business shall provide state or federal agencies with appropriate reports as required to insure compliance with equal employment opportunity laws and regulations.

Section 5.3. The Business shall insure, to the maximum extent possible, that all authorized subcontractors comply with provisions of this section.
ARTICLE VI
EVENTS OF DEFAULT

Section 6.1. Events of Default. Each of the following shall be an "event of default":

(A) The Business fails to complete the training project within the agreed period of time as specified in this Contract. In such case, the Business shall be required to repay 20 percent of total project funds expended by the community college and the business.

(B) The Business fails to train the agreed number of employees as specified in this Contract. In such case, the Business shall be required to repay a proportionate amount of total project funds expended by the community college and the Business. The proportion shall be based on the number of employees not trained compared to the number of employees to have been trained.

(C) If both (A) and (B) occur, both repayment provisions shall apply.

(D) The Business fails to comply with any other requirements contained in this Contract. The Business shall be sent written notice by the Community College, which specifies the issue(s) of noncompliance and shall be allowed 20 days from the date notice is sent to effect a cure. If noncompliance is of such a nature that a cure cannot be reasonably accomplished within 20 days, the Community College has the discretion to extend the period of cure to a maximum of 60 days.

(E) The Business ceases or announces the cessation of operations at the project site prior to completion of the training program.

(F) The Business directly or indirectly makes any false or misleading representations or warranties in the program application or training agreement, reports, or any other documents, which are provided, to the Community College.

(G) The Business acts in any manner contrary to, or fails to act in accordance with any provision of this Contract.

(H) Business takes corporate action to effect any of the preceding conditions of default.

Section 6.2. Whenever an event of default has occurred, further training or payments to the Business shall be suspended.

Section 6.3. Whenever an event of default has occurred for reasons cited in ARTICLE VI, Section 6.1. (A-C), the Business shall immediately pay to the Community College the amount of penalty determined by the Community College. The Business shall also pay interest on the amount to be repaid at the rate of 6% per annum. Interest shall accrue from the date of each advance for payment of project expenses.

Section 6.4. Whenever an event of default has occurred for reasons cited in ARTICLE VI, Section 6.1. (D-H), the Business shall immediately pay to the Community College the amount expended by the Business and the Community College from the Project Award. The Business shall also pay interest on the amount to be repaid at the rate of 6% per annum. Interest shall accrue from the date of each advance for payment of project expenses.

Section 6.5. Whenever an event of default has occurred and is continuing, the Community College may take whatever action at law or in equity may appear necessary or desirable to collect the amounts then due or to enforce performance and observance of any other obligation or agreement of the Business under this Contract.

Revised May 2017
Section 6.6. No remedy conferred upon or reserved to the Community College by this Contract is intended to be exclusive of any other available remedy or remedies, but each and every such remedy shall be cumulative and shall be in addition to every other remedy now or hereafter existing at law, in equity or by statute. No delay or omission to exercise any right or power accruing upon any default shall impair any such right or power or shall be construed to be a waiver thereof, but any such right and power may be exercised from time to time and as often as may be deemed expedient. In order to entitle the Community College to exercise any remedy reserved to it in this Article, it shall not be necessary to give any notice, other than such notice as may be expressly required herein.

Section 6.7. In the event any agreement contained in this Contract should be breached by either party and thereafter waived by the other party, such waiver shall be limited to the particular breach so waived and shall not be deemed to waive any other breach hereunder.

Section 6.8. Whenever an event of default has occurred and is unresolved, the Community College may engage a collection agency for appropriate collection action.

ARTICLE VII
MISCELLANEOUS

Section 7.1. All notices, requests or other communications hereunder shall be in writing and shall be deemed to be sufficiently given when mailed by registered or certified mail, postage prepaid, addressed to the appropriate address as follows:

Community College: Des Moines Area Community College
2006 South Ankeny Boulevard
Ankeny, IA 50023

Business: City of Perry
1102 Willis Avenue
Perry, IA 50220

The Business and the Community College may, by notice given hereunder, designate any further or different addresses to which subsequent notices, requests or other communications shall be sent.

Section 7.2. All covenants, stipulations, obligations and agreements of the Community College contained in this Contract shall be effective to the extent authorized and permitted by applicable law. No such covenant, stipulation, obligation or agreement shall be deemed to be a covenant, stipulation, obligation or agreement of any present or future member, officer, agent or employee of the Community College or the Board of Directors other than in his official capacity, and neither the members of the Board of Directors nor any official executing this Contract shall be liable personally or be subject to any personal liability or accountability by reason of the covenants, stipulations, obligations or agreements of the Community College contained in this Contract.

Section 7.3. This Contract shall benefit of and be binding in accordance with its terms upon the Community College, the Business and their respective permitted successors and assigns. This Contract may not be assigned by the Business without the express written consent of the Community College and may not be assigned by the
Community College except as may be necessary to enforce or secure payment due resulting from an event of default.

Section 7.4. This Contract may be executed in any number of counterparts, each of which shall be regarded as an original and all of which shall constitute but one and the same instrument.

Section 7.5. If any provision of this Contract, or any covenant, stipulation, obligation, agreement, act, or action, or part thereof made, assumed, entered into or taken thereunder or any application thereof, is for any reason held to be illegal or invalid, such illegality or invalidity shall not affect any other provision or any other covenant, stipulation, obligation, agreement, act or action or part thereof, made, assumed, entered into, or taken, each of which shall be construed and enforced as if such illegal or invalid portion were not contained herein. Nor shall illegality of any application thereof affect any legal and valid application thereof, and each such provision, covenant, stipulation, obligation, agreement, act, or action, or part thereof shall be deemed to be effective, operative, made, entered into or taken in the manner and to the full extent permitted by law.

Section 7.6. This Contract shall be governed exclusively by and construed in accordance with the laws of the State of Iowa.

IN WITNESS WHEREOF, the Community College and the Business have caused this Contract to be duly executed all as of the date hereinabove written.

Des Moines Area Community College

Community College

Authorized Signature

Kevin Helteman, Board VP

Type Name and Title

2006 South Ankeny Blvd.

Ankeny, IA 50023

Address

2-12-18

Date

City of Perry

Business

Authorized Signature

Sven Peterson, City Administrator

Type Name and Title

Sven.peterson@perryia.org

Email Address

1102 Willis Avenue

Ankeny, IA 50023

Address

Perry, IA 50220

Address

12-21-17

Date

Revised May 2017 6
Ankeny, Iowa
February 12, 2018

The Board of Directors of the Des Moines Area Community College met in regular session on the 12th day of February, 2018, at 4:00 p.m., at the DMACC Commons Building on the campus of the College in Ankeny, Iowa. The meeting was called to order and there were present the following named Board Members:

<table>
<thead>
<tr>
<th>Name</th>
<th>Present</th>
<th>Absent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Joseph Pugel, President</td>
<td>✔️</td>
<td></td>
</tr>
<tr>
<td>Kevin Halterman</td>
<td>✔️</td>
<td></td>
</tr>
<tr>
<td>Felix Gallagher</td>
<td>✔️</td>
<td></td>
</tr>
<tr>
<td>Madelyn Tursi</td>
<td>✔️</td>
<td></td>
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<tr>
<td>Fred Buie</td>
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<tr>
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<td>✔️</td>
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<tr>
<td>Cheryl Langston</td>
<td>✔️</td>
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<tr>
<td>Jim Knott</td>
<td>✔️</td>
<td></td>
</tr>
<tr>
<td>Dennis Presnall</td>
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</tr>
</tbody>
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Matters were discussed concerning a Workforce Training and Economic Development Training Contract between the College and McKinstry FMS, LLC. Following a discussion of the proposal by the Board, there was introduced and caused to be read a resolution entitled, "A Resolution Approving the Form and Content and Execution and Delivery of a Workforce Training and Economic Development Training Contract between the College and McKinstry FMS, LLC." The resolution was moved and seconded as follows, and after due consideration of the resolution by the Board, the President put the question on the motion and, the roll being called, the following named Board Members voted:

<table>
<thead>
<tr>
<th>Name</th>
<th>Moved</th>
<th>Seconded</th>
<th>Aye</th>
<th>Nay</th>
</tr>
</thead>
<tbody>
<tr>
<td>Joseph Pugel</td>
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<td></td>
<td>✔️</td>
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<td>✔️</td>
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</tbody>
</table>

#2919144
Whereupon, the President declared said resolution, a copy of which is attached hereto, duly
adopted and signed his approval thereto.

****

[Signature]

PRESIDENT OF THE BOARD OF
DIRECTORS

Attest:

[Signature]

Secretary of the Board of Directors
RESOLUTION

A RESOLUTION APPROVING THE FORM AND CONTENT AND EXECUTION AND DELIVERY OF A WORKFORCE TRAINING AND ECONOMIC DEVELOPMENT TRAINING CONTRACT BETWEEN THE COLLEGE AND MCKINSTRY FMS, LLC.

WHEREAS, Des Moines Area Community College (hereinafter referred to as the “College”), is an area community college and a body politic organized and existing under the laws of the State of Iowa (the “State”), and is authorized and empowered by Chapter 260C of the Code of Iowa, as amended (hereinafter referred to as the “Act”), to provide job training paid for from the Workforce Training and Economic Development Fund (the “Fund”) established under Section 260C.18A; and

WHEREAS, the College has undertaken negotiations with respect to a jobs training program with McKinstry FMS, LLC (the “Company”), pursuant to the provisions of the Act for the purpose of establishing a jobs training program (hereinafter referred to as the “Project”) to train workers at the Company at its facilities located in the merged area served by the College, which Project will be beneficial to the Company and the College; and

WHEREAS, the College has allocated funds in the Fund in order to provide training and intends to use a portion of such funds to pay all or a portion of the costs of the Project, including necessary expenses incidental thereto, in the amount of $21,243; and

WHEREAS, the Company has represented that the Project meets the criteria established by the Act and the Iowa Economic Development Authority for funding; and

WHEREAS, a Workforce Training and Economic Development Training Contract, in the form and with the contents set forth in Exhibit “A” attached hereto, has been negotiated by the College under the terms of which the College agrees, subject to the provisions of such Contract, to provide the Project for the Company;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF DES MOINES AREA COMMUNITY COLLEGE, AS FOLLOWS:

Section 1. That the Workforce Training and Economic Development Training Contract, in the form and with the contents set forth in Exhibit “A” attached hereto, be and the same is hereby approved and the President of the Board of Directors is hereby authorized to execute said Workforce Training and Economic Development Training Contract, and the Secretary of the Board of Directors is hereby authorized to attest the same, said Workforce Training and Economic Development Training Contract, which constitutes and is hereby made a part of this Resolution, to be in substantially the form, text and containing the provisions set forth in Exhibit “A” attached hereto with such changes therein as the officers executing such Workforce Training and Economic Development Training Contract shall approve, such approval to be conclusively evidenced by the execution thereof.
Section 2. That officials of the College are hereby authorized to take such further action as may be necessary to carry out the intent and purpose of this Resolution.

Section 3. That all resolutions and parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

Passed and approved this 12th day of February, 2018.

[Signature]
President of the Board of Directors

ATTEST:

[Signature]
Secretary of the Board of Directors
STATE OF IOWA  )
COUNTY OF POLK    ) ss

I, Carolyn Farlow, Secretary of the Board of Directors of the Des Moines Area Community College, do hereby certify that I have in my possession or have access to the complete corporate records of said College and of its Board of Directors and officers; and that I have carefully compared the transcript hereto attached with the aforesaid corporate records and that said transcript hereto attached is a true, correct and complete copy of all of the corporate records showing the action taken with respect to the matters set forth therein by the Board of Directors of said College on February 12, 2018, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that such meeting was duly and publicly held in accordance with the Notice of Meeting and tentative agenda, a copy of which was timely served on each member of the Board of Directors and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Board of Directors (a copy of the face sheet of said agenda being attached hereto) pursuant to the rules of the Board of Directors and the provisions of Chapter 21, Code of Iowa, as amended, upon reasonable advance notice to the public and media at least twenty-four (24) hours prior to the commencement of the meeting as required by said law and with members of the public in attendance. I further certify that the individuals named in the attached proceedings were on the date thereof duly and lawfully possessed of their respective offices as indicated therein, that no Board of Directors vacancies existed except as may be stated in said proceedings, and that no controversy or litigation is pending, prayed or threatened involving the organization, existence or boundaries of the College or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand hereto affixed this 12th day of February, 2018.

[Signature]
SECRETARY OF THE BOARD OF DIRECTORS
Training Plan and Budget
For
WTED Project

The following Training Plan reflects the expected training activities for MCKinstry FMS,llc. The company will participate in some, if not all, of the following activities.

The company will document the names and social security numbers of the employees who receive training, and will keep track of specific training received by each employee. All records of training documentation to support the expenditures will be kept according to the categories shown below. They will be submitted for reimbursement as the training progresses.

This training plan has been designed by McKinstry FMS,llc staff with assistance from a DMACC Training Consultant. The Training Plan and Budget are as follows.

<table>
<thead>
<tr>
<th>Cost WTED Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Job Skill Training</td>
</tr>
<tr>
<td>II. Management/Supervisory Skills</td>
</tr>
<tr>
<td>9 Leadership Modules provided by YCNS.</td>
</tr>
<tr>
<td>III. Materials and Supplies</td>
</tr>
<tr>
<td>IV. Administrative Costs</td>
</tr>
<tr>
<td>DMACC will help the company monitor the activity for the duration of the contract to assure that the training objectives are met.</td>
</tr>
<tr>
<td>Total</td>
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</table>

The training began 10/12/17 with completion anticipated by 10/11/18. Upon receipt of proper documentation and reimbursement to all providers of training and training that meets guidelines of WTED, DMACC and this training plan will be made on an applied for basis.

The company will train at least 11 unduplicated employees and will show, at the completion of the contract, $7,450 in-kind cash match. This match will be linked to the training as outlined in this plan.
WORKFORCE TRAINING AND ECONOMIC DEVELOPMENT (WTED)
TRAINING CONTRACT

This WTED TRAINING CONTRACT (the "Contract"), effective as of __________ between Des Moines Area Community College, Ankeny, Iowa, (the "Community College" and its location), and McKinstry FMS, LLC, West Des Moines __________, (the "Business" and its location), is entered into under the following circumstances:

A. Pursuant to Chapter 260C.18A (the "Act"), the Community College enters into this Contract with the Business for purposes of establishing a training program to educate and train certain persons with the Business.

B. The Community College and the Business each have full right and lawful authority to enter into this Contract and to perform and monitor the provisions of this Contract as they apply respectively to the Community College and the Business.

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(A) It is duly organized and validly existing under the laws of the State of Iowa;

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(D) It will do all things in its power required to maintain its existence or assure the assumption of its obligations hereunder by any successor public body.

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(A) It is a business duly qualified to do business in Iowa;

(B) It has full power to execute, deliver, and perform this Contract and all other instruments given by the Business to secure its performance and to enter into and carry out the transactions contemplated herein. Such execution, delivery, and performance are not in contravention of law or the Business's articles of incorporation, by-laws or any indenture, agreement, mortgage, lease, undertaking, or any other restriction, obligation or instrument to which the Business is a party or by which it is bound. This Contract has by proper action been duly authorized, executed, and delivered by the Business and all steps necessary have been taken to constitute this Contract as a valid and binding obligation of the Business.
(C) There is no threatened, pending, or actual litigation or proceeding against the Business or any other person which affects, in any manner whatsoever, the right of the Business to execute the Contract or to otherwise comply with its obligations contained in the Contract.

(D) The Business is engaged in interstate or intrastate commerce for those purposes allowable under 260C.18A 2.

(E) The Business, within the 36 month period prior to the date of this application, did not close or reduce its employment base by more than 20 percent at any of its other business sites in Iowa in order to relocate substantially the same operation to another area of the state.

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(G) Persons to receive training under this Contract are current employees of the Business for which the Business pays state withholding tax or in those cases of start-up companies, those receiving the training are owners of the business.

(H) Employees to receive training are not replacement workers who were hired as a result of a strike, lockout, or other labor dispute.

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Revised May 2017
ARTICLE III
PAYMENT AND SECURITY

Section 3.1. The Community College shall create a fund to deposit monies awarded to the Project.

Section 3.2. The Business and the Community College agree that the project award, in the amount of $21,243.00, (the “Project Award”) is issued by DMACC as a forgivable loan and shall not be required to be repaid by the Business unless an event of default has occurred. Events of default and associated penalties are specified in Article VI of this Contract. The Community College shall determine whether an event of default has occurred.

ARTICLE IV
CONTRACT MODIFICATION

Section 4.1. Business shall not modify any provision of this Contract without the prior written approval of the Community College.

Section 4.2. The Community College, with the written consent of the Business, has the authority to modify all provisions of this Contract except modifications which result in a reduction of the number of employees to be trained or which significantly change the training program. The Community College is authorized to change the ending dates of the training project, training provider, or other minor modifications to the training program.

Section 4.3. Modifications which result in a reduction of the number of employees to be trained or change the training program content must be approved in writing by the Community College, and the Business.

Section 4.4. This Contract shall not be modified in any way that would result in a violation of the "Act".

ARTICLE V
EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION REQUIREMENTS

Section 5.1. The Business shall comply with all federal, state, and local laws, rules, and executive orders, to insure that no applicant for employment or employee is discriminated against because of race, religion, color, age, sex, national origin, or disability.

Section 5.2. The Business shall provide state or federal agencies with appropriate reports as required to insure compliance with equal employment opportunity laws and regulations.

Section 5.3. The Business shall insure, to the maximum extent possible, that all authorized subcontractors comply with provisions of this section.
ARTICLE VI
EVENTS OF DEFAULT

Section 6.1. Events of Default. Each of the following shall be an "event of default":

(A) The Business fails to complete the training project within the agreed period of time as specified in this Contract. In such case, the Business shall be required to repay 20 percent of total project funds expended by the community college and the business.

(B) The Business fails to train the agreed number of employees as specified in this Contract. In such case, the Business shall be required to repay a proportionate amount of total project funds expended by the community college and the Business. The proportion shall be based on the number of employees not trained compared to the number of employees to have been trained.

(C) If both (A) and (B) occur, both repayment provisions shall apply.

(D) The Business fails to comply with any other requirements contained in this Contract. The Business shall be sent written notice by the Community College, which specifies the issue(s) of noncompliance and shall be allowed 20 days from the date notice is sent to effect a cure. If noncompliance is of such a nature that a cure cannot be reasonably accomplished within 20 days, the Community College has the discretion to extend the period of cure to a maximum of 60 days.

(E) The Business ceases or announces the cessation of operations at the project site prior to completion of the training program.

(F) The Business directs or indirectly makes any false or misleading representations or warranties in the program application or training agreement, reports, or any other documents, which are provided, to the Community College.

(G) The Business acts in any manner contrary to, or fails to act in accordance with any provision of this Contract.

(H) Business takes corporate action to effect any of the preceding conditions of default.

Section 6.2. Whenever an event of default has occurred, further training or payments to the Business shall be suspended.

Section 6.3. Whenever an event of default has occurred for reasons cited in ARTICLE VI, Section 6.1. (A-C), the Business shall immediately pay to the Community College the amount of penalty determined by the Community College. The Business shall also pay interest on the amount to be repaid at the rate of 6% per annum. Interest shall accrue from the date of each advance for payment of project expenses.

Section 6.4. Whenever an event of default has occurred for reasons cited in ARTICLE VI, Section 6.1. (D-H), the Business shall immediately pay to the Community College the amount expended by the Business and the Community College from the Project Award. The Business shall also pay interest on the amount to be repaid at the rate of 6% per annum. Interest shall accrue from the date of each advance for payment of project expenses.

Section 6.5. Whenever an event of default has occurred and is continuing, the Community College may take whatever action at law or in equity may appear necessary or desirable to collect the amounts then due or to enforce performance and observance of any other obligation or agreement of the Business under this Contract.
Section 6.6. No remedy conferred upon or reserved to the Community College by this Contract is intended to be exclusive of any other available remedy or remedies, but each and every such remedy shall be cumulative and shall be in addition to every other remedy now or hereafter existing at law, in equity or by statute. No delay or omission to exercise any right or power accruing upon any default shall impair any such right or power or shall be construed to be a waiver thereof, but any such right and power may be exercised from time to time and as often as may be deemed expedient. In order to entitle the Community College to exercise any remedy reserved to it in this Article, it shall not be necessary to give any notice, other than such notice as may be expressly required herein.

Section 6.7. In the event any agreement contained in this Contract should be breached by either party and thereafter waived by the other party, such waiver shall be limited to the particular breach so waived and shall not be deemed to waive any other breach hereunder.

Section 6.8. Whenever an event of default has occurred and is unresolved, the Community College may engage a collection agency for appropriate collection action.

ARTICLE VII
MISCELLANEOUS

Section 7.1. All notices, requests or other communications hereunder shall be in writing and shall be deemed to be sufficiently given when mailed by registered or certified mail, postage prepaid, addressed to the appropriate address as follows:

Community College: Des Moines Area Community College
2006 South Ankeny Boulevard
Ankeny, IA 50023

Business: Mc Kinstry FMS, LLC
8855 Grand Ave. West
West Des Moines, IA 50266

The Business and the Community College may, by notice given hereunder, designate any further or different addresses to which subsequent notices, requests or other communications shall be sent.

Section 7.2. All covenants, stipulations, obligations and agreements of the Community College contained in this Contract shall be effective to the extent authorized and permitted by applicable law. No such covenant, stipulation, obligation or agreement shall be deemed to be a covenant, stipulation, obligation or agreement of any present or future member, officer, agent or employee of the Community College or the Board of Directors other than in his official capacity, and neither the members of the Board of Directors nor any official executing this Contract shall be liable personally or be subject to any personal liability or accountability by reason of the covenants, stipulations, obligations or agreements of the Community College contained in this Contract.

Section 7.3. This Contract shall benefit of and be binding in accordance with its terms upon the Community College, the Business and their respective permitted successors and assigns. This Contract may not be assigned by the Business without the express written consent of the Community College and may not be assigned by the

Revised May 2017
Community College except as may be necessary to enforce or secure payment due resulting from an event of default.

Section 7.4. This Contract may be executed in any number of counterparts, each of which shall be regarded as an original and all of which shall constitute but one and the same instrument.

Section 7.5. If any provision of this Contract, or any covenant, stipulation, obligation, agreement, act, or action, or part thereof made, assumed, entered into or taken thereunder or any application thereof, is for any reason held to be illegal or invalid, such illegality or invalidity shall not affect any other provision or any other covenant, stipulation, obligation, agreement, act or action or part thereof, made, assumed, entered into, or taken, each of which shall be construed and enforced as if such illegal or invalid portion were not contained herein. Nor shall illegality of any application thereof affect any legal and valid application thereof, and each such provision, covenant, stipulation, obligation, agreement, act, or action, or part thereof shall be deemed to be effective, operative, made, entered into or taken in the manner and to the full extent permitted by law.

Section 7.6. This Contract shall be governed exclusively by and construed in accordance with the laws of the State of Iowa.

IN WITNESS WHEREOF, the Community College and the Business have caused this Contract to be duly executed all as of the date hereinabove written.

Des Moines Area Community College
Community College

Authorized Signature

Kevin Hatterman, Board VP
Type Name and Title

2006 South Ankeny Blvd.
Ankeny, IA 50023
Address

2-12-18
Date

McKinstry FMS, LLC.
Business

Authorized Signature

Jesse Sycuro, Managing Director
Type Name and Title

Email Address

Jesse.Sycuro@bgis.com

410 S. Hudson St
Seattle, WA 98134
Address

12/13/2017
Date
The Board of Directors of the Des Moines Area Community College met in regular session on the 12th day of February, 2018, at 4:00 p.m., at the DMACC Commons Building on the campus of the College in Ankeny, Iowa. The meeting was called to order and there were present the following named Board Members:

<table>
<thead>
<tr>
<th>Name</th>
<th>Present</th>
<th>Absent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Joseph Pugel, President</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Kevin Halterman</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Felix Gallagher</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Madelyn Tursi</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Fred Buie</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fred Greiner</td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Cheryl Langston</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Jim Knott</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dennis Presnall</td>
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</tbody>
</table>

Matters were discussed concerning a Workforce Training and Economic Development Training Contract between the College and Summertime Potato Company. Following a discussion of the proposal by the Board, there was introduced and caused to be read a resolution entitled, "A Resolution Approving the Form and Content and Execution and Delivery of a Workforce Training and Economic Development Training Contract between the College and Summertime Potato Company." The resolution was moved and seconded as follows, and after due consideration of the resolution by the Board, the President put the question on the motion and, the roll being called, the following named Board Members voted:

<table>
<thead>
<tr>
<th>Name</th>
<th>Moved</th>
<th>Seconded</th>
<th>Aye</th>
<th>Nay</th>
</tr>
</thead>
<tbody>
<tr>
<td>Joseph Pugel</td>
<td></td>
<td></td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Kevin Halterman</td>
<td></td>
<td></td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Felix Gallagher</td>
<td></td>
<td>✓</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Madelyn Tursi</td>
<td></td>
<td></td>
<td>✓</td>
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<tr>
<td>Fred Buie</td>
<td></td>
<td></td>
<td>✓</td>
<td></td>
</tr>
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<td></td>
<td></td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Cheryl Langston</td>
<td>✓</td>
<td></td>
<td>✓</td>
<td></td>
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<tr>
<td>Jim Knott</td>
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<tr>
<td>Dennis Presnall</td>
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<td></td>
<td></td>
</tr>
</tbody>
</table>
Whereupon, the President declared said resolution, a copy of which is attached hereto, duly adopted and signed his approval thereto.

** * * * *

PRESIDENT OF THE BOARD OF DIRECTORS

Attest:

Secretary of the Board of Directors
RESOLUTION

A RESOLUTION APPROVING THE FORM AND CONTENT AND EXECUTION AND DELIVERY OF A WORKFORCE TRAINING AND ECONOMIC DEVELOPMENT TRAINING CONTRACT BETWEEN THE COLLEGE AND SUMMERTIME POTATO COMPANY.

WHEREAS, Des Moines Area Community College (hereinafter referred to as the "College"), is an area community college and a body politic organized and existing under the laws of the State of Iowa (the "State"), and is authorized and empowered by Chapter 260C of the Code of Iowa, as amended (hereinafter referred to as the "Act"), to provide job training paid for from the Workforce Training and Economic Development Fund (the "Fund") established under Section 260C.18A; and

WHEREAS, the College has undertaken negotiations with respect to a jobs training program with Summertime Potato Company (the "Company"), pursuant to the provisions of the Act for the purpose of establishing a jobs training program (hereinafter referred to as the "Project") to train workers at the Company at its facilities located in the merged area served by the College, which Project will be beneficial to the Company and the College; and

WHEREAS, the College has allocated funds in the Fund in order to provide training and intends to use a portion of such funds to pay all or a portion of the costs of the Project, including necessary expenses incidental thereto, in the amount of $4,851; and

WHEREAS, the Company has represented that the Project meets the criteria established by the Act and the Iowa Economic Development Authority for funding; and

WHEREAS, a Workforce Training and Economic Development Training Contract, in the form and with the contents set forth in Exhibit "A" attached hereto, has been negotiated by the College under the terms of which the College agrees, subject to the provisions of such Contract, to provide the Project for the Company;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF DES MOINES AREA COMMUNITY COLLEGE, AS FOLLOWS:

Section 1. That the Workforce Training and Economic Development Training Contract, in the form and with the contents set forth in Exhibit "A" attached hereto, be and the same is hereby approved and the President of the Board of Directors is hereby authorized to execute said Workforce Training and Economic Development Training Contract, and the Secretary of the Board of Directors is hereby authorized to attest the same, said Workforce Training and Economic Development Training Contract, which constitutes and is hereby made a part of this Resolution, to be in substantially the form, text and containing the provisions set forth in Exhibit "A" attached hereto with such changes therein as the officers executing such Workforce Training and Economic Development Training Contract shall approve, such approval to be conclusively evidenced by the execution thereof.
Section 2. That officials of the College are hereby authorized to take such further action as may be necessary to carry out the intent and purpose of this Resolution.

Section 3. That all resolutions and parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

Passed and approved this 12th day of February, 2018.

[Signature]
President of the Board of Directors

ATTEST:

[Signature]
Secretary of the Board of Directors
STATE OF IOWA )
COUNTY OF POLK ) ss

I, Carolyn Farlow, Secretary of the Board of Directors of the Des Moines Area Community College, do hereby certify that I have in my possession or have access to the complete corporate records of said College and of its Board of Directors and officers; and that I have carefully compared the transcript hereto attached with the aforesaid corporate records and that said transcript hereto attached is a true, correct and complete copy of all of the corporate records showing the action taken with respect to the matters set forth therein by the Board of Directors of said College on February 12, 2018, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that such meeting was duly and publicly held in accordance with the Notice of Meeting and tentative agenda, a copy of which was timely served on each member of the Board of Directors and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Board of Directors (a copy of the face sheet of said agenda being attached hereto) pursuant to the rules of the Board of Directors and the provisions of Chapter 21, Code of Iowa, as amended, upon reasonable advance notice to the public and media at least twenty-four (24) hours prior to the commencement of the meeting as required by said law and with members of the public in attendance. I further certify that the individuals named in the attached proceedings were on the date thereof duly and lawfully possessed of their respective offices as indicated therein, that no Board of Directors vacancies existed except as may be stated in said proceedings, and that no controversy or litigation is pending, prayed or threatened involving the organization, existence or boundaries of the College or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand hereto affixed this 12th day of February, 2018.

[Signature]

SECRETARY OF THE BOARD OF DIRECTORS
Training Plan and Budget
For Summertime Potato
WTED Project 3

The following Training Plan reflects the expected training activities for Summertime Potato Company. The company will participate in some, if not all, of the following activities.

The company will document the names and social security numbers of the employees who receive training, and will keep track of specific training received by each employee. All records of training documentation to support the expenditures will be kept according to the categories shown below. They will be submitted for reimbursement as the training progresses.

This training plan has been designed by Summertime Potato Company staff with assistance from a DMACC Training Consultant. The Training Plan and Budget are as follows.

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
<th>WTED Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>I. Job Skill Training</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>II. Management/Supervisory Skills</td>
<td>$5,700</td>
<td>$3,996</td>
</tr>
<tr>
<td>Management and entrepreneurial skills taught by DMACC provided business coach. Topics may include, but not be limited to:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Business Planning</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Financial Projections</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cost Analysis</td>
<td></td>
<td></td>
</tr>
<tr>
<td>New Product/Market Development</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Strategic Planning</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Building an effective team</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Articulating a vision</td>
<td></td>
<td></td>
</tr>
<tr>
<td>III. Materials and Supplies</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>IV. Administrative Costs</td>
<td>$855</td>
<td>$855</td>
</tr>
</tbody>
</table>
DMACC will help the company monitor the activity for the duration of the contract to assure that the training objectives are met.

|            | Total   |  
|------------|---------|-----------|
|            | $6,555  | $4,851    |

The training began 1/2/18 with completion anticipated by 1/2/19. Upon receipt of proper documentation and reimbursement to all providers of training and training that meets guidelines of WTED, DMACC and this training plan will be made on an applied for basis.

The company will train at least 5 unduplicated employees and will show, at the completion of the contract, $1,704 in cash match. This match will be linked to the training as outlined in this plan.
WORKFORCE TRAINING AND ECONOMIC DEVELOPMENT (WTED) TRAINING CONTRACT

This WTED TRAINING CONTRACT (the "Contract"), effective as of ____________
between Des Moines Area Community College, Ankeny, Iowa, (the "Community College"
and its location), and Summertime Potato Company ___, Des Moines, Iowa ___, (the "Business" and its location), is
entered into under the following circumstances:

A. Pursuant to Chapter 260C.18A (the "Act"), the Community College enters into this Contract with the Business for purposes of establishing a training program to educate and train certain persons with the Business.

B. The Community College and the Business each have full right and lawful authority to enter into this Contract and to perform and monitor the provisions of this Contract as they apply respectively to the Community College and the Business.

NOW, THEREFORE, in consideration of the premises and the mutual representations and agreements herein contained, the parties agree as follows:

ARTICLE I
REPRESENTATIONS

Section 1.1. Representations of the Community College. The Community College represents and covenants that:

(A) It is duly organized and validly existing under the laws of the State of Iowa;

(B) It is not in violation of or in conflict with any provisions of the laws of the State, which would impair its ability to carry out its obligations hereunder;

(C) It is empowered to enter into the transactions contemplated by this Contract; and

(D) It will do all things in its power required to maintain its existence or assure the assumption of its obligations hereunder by any successor public body.

Section 1.2. Representations and Covenants of the Business. The Business represents and covenants that:

(A) It is a business duly qualified to do business in Iowa;

(B) It has full power to execute, deliver, and perform this Contract and all other instruments given by the Business to secure its performance and to enter into and carry out the transactions contemplated herein. Such execution, delivery, and performance are not in contravention of law or the Business's articles of incorporation, by-laws or any indenture, agreement, mortgage, lease, undertaking, or any other restriction, obligation or instrument to which the Business is a party or by which it is bound. This Contract has by proper action been duly authorized, executed, and delivered by the Business and all steps necessary have been taken to constitute this Contract as a valid and binding obligation of the Business.
(C) There is no threatened, pending, or actual litigation or proceeding against the Business or any other person which affects, in any manner whatsoever, the right of the Business to execute the Contract or to otherwise comply with its obligations contained in the Contract.

(D) The Business is engaged in interstate or intrastate commerce for those purposes allowable under 260C.18A 2.

(E) The Business, within the 36 month period prior to the date of this application, did not close or reduce its employment base by more than 20 percent at any of its other business sites in Iowa in order to relocate substantially the same operation to another area of the state.

(F) The Business is not currently involved in a strike, lockout, or other labor dispute at any of its business sites in Iowa.

(G) Persons to receive training under this Contract are current employees of the Business for which the Business pays state withholding tax or in those cases of start-up companies, those receiving the training are owners of the business.

(H) Employees to receive training are not replacement workers who were hired as a result of a strike, lockout, or other labor dispute.

(I) The Business is an equal opportunity Business which complies with all local, state, and federal affirmative action requirements.

ARTICLE II
PROJECT; PROGRAM SERVICES; FEES

Section 2.1. The WORKFORCE TRAINING AND ECONOMIC DEVELOPMENT (WTED) Application for Assistance, as submitted by the Community College in behalf of the Business, and as approved by Community College, shall be incorporated as an integral part of this Contract. The "Project", as defined by the Application, shall consist of the program services and costs of services to be provided, the number of individuals to be trained, the beginning and ending dates of training, the stated budget, and any other provisions specified in the Application.

Section 2.2. The Community College agrees to provide the program services within the constraints of funds awarded to the College. It is understood and agreed that the Business and the Community College will cooperate in the coordination and programming of the specific expenditures and operation of the Project within the guidelines set out by the approved application.

Section 2.3. Iowa Code section 84A.5 requires the Economic Development Authority to report to the Iowa General Assembly the impact of training provided by this Program on the wages of employees who receive training. This information is obtained by matching social security numbers of trainees with State income records. The Business therefore agrees to provide the social security number of each individual who receives training under this contract.

Section 2.4. The Business agrees to complete a Performance Report at the completion of training to evaluate the initial impact of training on the Business' operations. The Business also agrees to complete a follow-up report one year after the completion of training to determine whether the Business' initial objectives for training were met.

Section 2.5. It is understood by the Community College and the Business that should project funds not be available or received from the State of Iowa within a reasonable period of time, this Contract shall be terminated by mutual agreement of the parties. In any event, the Business shall pay all administrative and legal costs associated with this Project which have been incurred by the Community College.

Revised May 2017
ARTICLE III
PAYMENT AND SECURITY

Section 3.1. The Community College shall create a fund to deposit monies awarded to the Project.

Section 3.2. The Business and the Community College agree that the project award, in the amount of $4,851, (the "Project Award") is issued by DMACC as a forgivable loan and shall not be required to be repaid by the Business unless an event of default has occurred. Events of default and associated penalties are specified in Article VI of this Contract. The Community College shall determine whether an event of default has occurred.

ARTICLE IV
CONTRACT MODIFICATION

Section 4.1. Business shall not modify any provision of this Contract without the prior written approval of the Community College.

Section 4.2. The Community College, with the written consent of the Business, has the authority to modify all provisions of this Contract except modifications which result in a reduction of the number of employees to be trained or which significantly change the training program. The Community College is authorized to change the ending dates of the training project, training provider, or other minor modifications to the training program.

Section 4.3. Modifications which result in a reduction of the number of employees to be trained or change the training program content must be approved in writing by the Community College, and the Business.

Section 4.4. This Contract shall not be modified in any way that would result in a violation of the "Act".

ARTICLE V
EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION REQUIREMENTS

Section 5.1. The Business shall comply with all federal, state, and local laws, rules, and executive orders, to insure that no applicant for employment or employee is discriminated against because of race, religion, color, age, sex, national origin, or disability.

Section 5.2. The Business shall provide state or federal agencies with appropriate reports as required to insure compliance with equal employment opportunity laws and regulations.

Section 5.3. The Business shall insure, to the maximum extent possible, that all authorized subcontractors comply with provisions of this section.
ARTICLE VI
EVENTS OF DEFAULT

Section 6.1. Events of Default. Each of the following shall be an "event of default":

(A) The Business fails to complete the training project within the agreed period of time as specified in this Contract. In such case, the Business shall be required to repay 20 percent of total project funds expended by the community college and the business.

(B) The Business fails to train the agreed number of employees as specified in this Contract. In such case, the Business shall be required to repay a proportionate amount of total project funds expended by the community college and the Business. The proportion shall be based on the number of employees not trained compared to the number of employees to have been trained.

(C) If both (A) and (B) occur, both repayment provisions shall apply.

(D) The Business fails to comply with any other requirements contained in this Contract. The Business shall be sent written notice by the Community College, which specifies the issue(s) of noncompliance and shall be allowed 20 days from the date notice is sent to effect a cure. If noncompliance is of such a nature that a cure cannot be reasonably accomplished within 20 days, the Community College has the discretion to extend the period of cure to a maximum of 60 days.

(E) The Business ceases or announces the cessation of operations at the project site prior to completion of the training program.

(F) The Business directly or indirectly makes any false or misleading representations or warranties in the program application or training agreement, reports, or any other documents, which are provided, to the Community College.

(G) The Business acts in any manner contrary to, or fails to act in accordance with any provision of this Contract.

(H) Business takes corporate action to effect any of the preceding conditions of default.

Section 6.2. Whenever an event of default has occurred, further training or payments to the Business shall be suspended.

Section 6.3. Whenever an event of default has occurred for reasons cited in ARTICLE VI, Section 6.1. (A-C), the Business shall immediately pay to the Community College the amount of penalty determined by the Community College. The Business shall also pay interest on the amount to be repaid at the rate of 6% per annum. Interest shall accrue from the date of each advance for payment of project expenses.

Section 6.4. Whenever an event of default has occurred for reasons cited in ARTICLE VI, Section 6.1. (D-H), the Business shall immediately pay to the Community College the amount expended by the Business and the Community College from the Project Award. The Business shall also pay interest on the amount to be repaid at the rate of 6% per annum. Interest shall accrue from the date of each advance for payment of project expenses.

Section 6.5. Whenever an event of default has occurred and is continuing, the Community College may take whatever action at law or in equity may appear necessary or desirable to collect the amounts then due or to enforce performance and observance of any other obligation or agreement of the Business under this Contract.

Revised May 2017
Section 6.6. No remedy conferred upon or reserved to the Community College by this Contract is intended to be exclusive of any other available remedy or remedies, but each and every such remedy shall be cumulative and shall be in addition to every other remedy now or hereafter existing at law, in equity or by statute. No delay or omission to exercise any right or power accruing upon any default shall impair any such right or power or shall be construed to be a waiver thereof, but any such right and power may be exercised from time to time and as often as may be deemed expedient. In order to entitle the Community College to exercise any remedy reserved to it in this Article, it shall not be necessary to give any notice, other than such notice as may be expressly required herein.

Section 6.7. In the event any agreement contained in this Contract should be breached by either party and thereafter waived by the other party, such waiver shall be limited to the particular breach so waived and shall not be deemed to waive any other breach hereunder.

Section 6.8. Whenever an event of default has occurred and is unresolved, the Community College may engage a collection agency for appropriate collection action.

ARTICLE VII
MISCELLANEOUS

Section 7.1. All notices, requests or other communications hereunder shall be in writing and shall be deemed to be sufficiently given when mailed by registered or certified mail, postage prepaid, addressed to the appropriate address as follows:

Community College: Des Moines Area Community College  
2006 South Ankeny Boulevard  
Ankeny, IA 50023

Business: Summertime Potato Company  
2001 E. Grand Avenue  
Des Moines, IA 50047

The Business and the Community College may, by notice given hereunder, designate any further or different addresses to which subsequent notices, requests or other communications shall be sent.

Section 7.2. All covenants, stipulations, obligations and agreements of the Community College contained in this Contract shall be effective to the extent authorized and permitted by applicable law. No such covenant, stipulation, obligation or agreement shall be deemed to be a covenant, stipulation, obligation or agreement of any present or future member, officer, agent or employee of the Community College or the Board of Directors other than in his official capacity, and neither the members of the Board of Directors nor any official executing this Contract shall be liable personally or be subject to any personal liability or accountability by reason of the covenants, stipulations, obligations or agreements of the Community College contained in this Contract.

Section 7.3. This Contract shall benefit of and be binding in accordance with its terms upon the Community College, the Business and their respective permitted successors and assigns. This Contract may not be assigned by the Business without the express written consent of the Community College and may not be assigned by the

Revised May 2017 5
Community College except as may be necessary to enforce or secure payment due resulting from an event of default.

Section 7.4. This Contract may be executed in any number of counterparts, each of which shall be regarded as an original and all of which shall constitute but one and the same instrument.

Section 7.5. If any provision of this Contract, or any covenant, stipulation, obligation, agreement, act, or action, or part thereof made, assumed, entered into or taken thereunder or any application thereof, is for any reason held to be illegal or invalid, such illegality or invalidity shall not affect any other provision or any other covenant, stipulation, obligation, agreement, act or action or part thereof, made, assumed, entered into, or taken, each of which shall be construed and enforced as if such illegal or invalid portion were not contained herein. Nor shall illegality of any application thereof affect any legal and valid application thereof, and each such provision, covenant, stipulation, obligation, agreement, act, or action, or part thereof shall be deemed to be effective, operative, made, entered into or taken in the manner and to the full extent permitted by law.

Section 7.6. This Contract shall be governed exclusively by and construed in accordance with the laws of the State of Iowa.

IN WITNESS WHEREOF, the Community College and the Business have caused this Contract to be duly executed all as of the date hereinabove written.

Des Moines Area Community College          Summertime Potato Company

Authorized Signature:                      Authorized Signature: Ron Petersen, Owner
Kevin Haferman, Board VP                  Type Name and Title: ron@summertimepotato.com

Type Name and Title:                       Email Address: 2001 E. Grand Avenue

2008 South Ankeny Blvd.                     2001 E. Grand Avenue

Ankeny, IA 50023                           Des Moines, IA 50023

Address                                   Address

2-12-18                                    1/2/18

Date                                      Date

Revised May 2017 6
The Board of Directors of the Des Moines Area Community College met in regular session on the 12th day of February, 2018, at 4:00 p.m., at the DMACC Commons Building on the campus of the College in Ankeny, Iowa. The meeting was called to order and there were present the following named Board Members:

<table>
<thead>
<tr>
<th>Name</th>
<th>Present</th>
<th>Absent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Joseph Pugel, President</td>
<td>✔️</td>
<td></td>
</tr>
<tr>
<td>Kevin Halterman</td>
<td>✔️</td>
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<tr>
<td>Felix Gallagher</td>
<td>✔️</td>
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</tr>
<tr>
<td>Madelyn Tursi</td>
<td>✔️</td>
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<tr>
<td>Fred Buie</td>
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<tr>
<td>Fred Greiner</td>
<td>✔️</td>
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<tr>
<td>Cheryl Langston</td>
<td>✔️</td>
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<tr>
<td>Jim Knott</td>
<td>✔️</td>
<td></td>
</tr>
<tr>
<td>Dennis Presnall</td>
<td>✔️</td>
<td></td>
</tr>
</tbody>
</table>

Matters were discussed concerning a Retraining Agreement between the College and Des Moines Truck Brokers, Inc. Following a discussion of the proposal by the Board, there was introduced and caused to be read a resolution entitled, “A Resolution Approving the Form and Content and Execution and Delivery of a Retraining Agreement between the College and Des Moines Truck Brokers, Inc.” The resolution was moved and seconded as follows, and after due consideration of the resolution by the Board, the President put the question on the motion and, the roll being called, the following named Board Members voted:

<table>
<thead>
<tr>
<th>Name</th>
<th>Moved</th>
<th>Seconded</th>
<th>Aye</th>
<th>Nay</th>
</tr>
</thead>
<tbody>
<tr>
<td>Joseph Pugel</td>
<td>🆔️</td>
<td></td>
<td>✔️</td>
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</tr>
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<td>Dennis Presnall</td>
<td>🆔️</td>
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<td>✔️</td>
<td></td>
</tr>
</tbody>
</table>
Whereupon, the President declared said resolution, a copy of which is attached hereto, duly adopted and signed his approval thereto.

*****

[Signature]
PRESIDENT OF THE BOARD OF DIRECTORS

Attest:

[Signature]
Secretary of the Board of Directors
RESOLUTION

A RESOLUTION APPROVING THE FORM AND CONTENT AND EXECUTION AND DELIVERY OF A RETRAINING AGREEMENT BETWEEN THE COLLEGE AND DES MOINES TRUCK BROKERS, INC.

WHEREAS, Des Moines Area Community College (hereinafter referred to as the “College”), is an area community college and a body politic organized and existing under the laws of the State of Iowa, and is authorized and empowered by Chapter 260F of the Code of Iowa, as amended (hereinafter referred to as the “Act”), to provide a “Jobs Training Program” as that term is defined in the Act, including the program costs, the purpose of which is to provide retraining of existing workers for a business within the State of Iowa (the “State”) in order to improve the economic welfare of the residents of the State, and is authorized under the Act to pay the costs of such a program from funds allocated for such purpose by the Iowa Department of Economic Development under Section 260F.6 of the Act; and

WHEREAS, the College has undertaken negotiations with respect to a Jobs Training Program with Des Moines Truck Brokers, Inc. (the “Company”), pursuant to the provisions of the Act for the purpose of establishing a jobs training program (hereinafter referred to as the “Project”) to retrain workers at the Company at its facilities located in the merged area served by the College, which Project will be beneficial to the Company and the College; and

WHEREAS, the College has received an allocation (the “Fund Advance”) under Section 260F.6 of the Act in order to defray all or a portion of the cost of the Project, including necessary expenses incidental thereto, in the amount of $25,000; and

WHEREAS, a Retraining Agreement, in the form and with the contents set forth in Exhibit “A” attached hereto, has been negotiated by the College under the terms of which the College agrees, subject to the provisions of such Agreement, to provide a Jobs Training Program for the Company;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF DES MOINES AREA COMMUNITY COLLEGE, AS FOLLOWS:

Section 1. That the Retraining Agreement, in the form and with the contents set forth in Exhibit “A” attached hereto, be and the same is hereby approved and the President of the Board of Directors is hereby authorized to execute said Retraining Agreement, and the Secretary of the Board of Directors is hereby authorized to attest the same, said Retraining Agreement, which constitutes and is hereby made a part of this Resolution, to be in substantially the form, text and containing the provisions set forth in Exhibit “A” attached hereto with such changes therein as the officers executing such Retraining Agreement shall approve, such approval to be conclusively evidenced by the execution thereof.

Section 2. That the form of resolution required by the Iowa Economic Development Authority (the “Authority”) is hereby approved and the officers of the College are authorized to file such resolution in accordance with the requirements of the Authority.
Section 3. That officials of the College are hereby authorized to take such further action as may be necessary to carry out the intent and purpose of this Resolution.

Section 4. That all resolutions and parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

Passed and approved this 12th day of February, 2018.

[Signature]
President of the Board of Directors

ATTEST:

[Signature]
Secretary of the Board of Directors
STATE OF IOWA
COUNTY OF POLK

I, Carolyn Farlow, Secretary of the Board of Directors of the Des Moines Area Community College, do hereby certify that I have in my possession or have access to the complete corporate records of said College and of its Board of Directors and officers; and that I have carefully compared the transcript hereto attached with the aforesaid corporate records and that said transcript hereto attached is a true, correct and complete copy of all of the corporate records showing the action taken with respect to the matters set forth therein by the Board of Directors of said College on February 12, 2018, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that such meeting was duly and publicly held in accordance with the Notice of Meeting and tentative agenda, a copy of which was timely served on each member of the Board of Directors and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Board of Directors (a copy of the face sheet of said agenda being attached hereto) pursuant to the rules of the Board of Directors and the provisions of Chapter 21, Code of Iowa, as amended, upon reasonable advance notice to the public and media at least twenty-four (24) hours prior to the commencement of the meeting as required by said law and with members of the public in attendance. I further certify that the individuals named in the attached proceedings were on the date thereof duly and lawfully possessed of their respective offices as indicated therein, that no Board of Directors vacancies existed except as may be stated in said proceedings, and that no controversy or litigation is pending, prayed or threatened involving the organization, existence or boundaries of the College or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand hereto affixed this 12th day of February, 2018.

SECRETARY OF THE BOARD OF DIRECTORS
IOWA JOBS TRAINING PROGRAM (260F)
REQUEST FOR RELEASE OF FUNDS

Des Moines Area Community College
Community College

Kelly Mitchell
College Contact Person

Des Moines Truck Brokers
Business

1850 Colonial Parkway, Norwalk, IA 50211
Business Location

The above-referenced Community College and Business have agreed to implement an Iowa Jobs Training Program (260F) training project to provide job training to employees of the Business. A Training Contract, Form 260F-2, has been finalized and signed by authorized representatives of the Community College and the Business.

The Iowa Economic Development Authority is therefore requested to allocate $25,000 to fund this project.

Authorised Signature: [Signature]
Date: 2-12-18

Approved for allocation by the Iowa Economic Development Authority:

Authorised Signature: [Signature]
Date: 

IMPORTANT!
This form must be uploaded with a copy of the Training Contract to the Iowa Economic Development Authority 260F data system.

Form 260F-4 (revised 07/2016)
Training Plan and Budget
For Des Moines Truck Brokers Inc
260F Project #2

The following Training Plan reflects the expected training activities for Des Moines Truck Brokers. The company will participate in some, if not all, of the following activities.

The company will document the names and social security numbers of the employees who receive training, and will keep track of specific training received by each employee. All records of training documentation to support the expenditures will be kept according to the categories shown below. They will be submitted for reimbursement as the training progresses. This training plan has been designed by Des Moines Truck Brokers’ staff with assistance from a DMACC Training Consultant. The Training Plan and Budget are as follows.

<table>
<thead>
<tr>
<th>Cost</th>
<th>260F Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>I.  Job Skill Training $29,650  $20,552</td>
<td></td>
</tr>
<tr>
<td>Leadership Development, Industry specific (logistics) training &amp; certifications.</td>
<td></td>
</tr>
<tr>
<td>II. Management/Supervisory Skills</td>
<td></td>
</tr>
<tr>
<td>III. Materials and Supplies</td>
<td></td>
</tr>
<tr>
<td>IV. Administrative Costs $4,448  $4,448</td>
<td></td>
</tr>
<tr>
<td>DMACC will help the company monitor the activity for the duration of the contract to assure that the training objectives are met.</td>
<td></td>
</tr>
</tbody>
</table>

Total $34,098.00  $25,000

The training began 09/12/2017 with completion anticipated by 09/11/2019. Upon receipt of proper documentation and reimbursement to all providers of training and training that meets guidelines of 260F, DMACC and this training plan will be made on an applied for basis.

The company will train at least 5 unduplicated employees and will show, at the completion of the contract, $9,098 in-kind cash match. This match will be linked to the training as outlined in this plan.
IOWA JOBS TRAINING PROGRAM (260F)
TRAINING CONTRACT

This Iowa Jobs Training Program TRAINING CONTRACT (the "Contract"), effective as of __________ between Des Moines Area Community College, Ankeny, Iowa, (the "Community College" and its location), and Des Moines Truck Brokers, Norwalk, (the "Employer" and its location), is entered into under the following circumstances:

A. Pursuant to Chapter 260F of the Code of Iowa (the "Act"), the Community College enters into this Contract with the Employer for purposes of establishing a training program to educate and train certain persons employed by the Employer.

B. The Community College and the Employer each have full right and lawful authority to enter into this Contract and to perform and monitor the provisions of this Contract as they apply respectively to the Community College and the Employer.

NOW, THEREFORE, in consideration of the premises and the mutual representations and agreements herein contained, the parties agree as follows:

ARTICLE I
REPRESENTATIONS

Section 1.1. Representations of the Community College. The Community College represents and covenants that:

(A) It is duly organized and validly existing under the laws of the State of Iowa;

(B) It is not in violation of or in conflict with any provisions of the laws of the State, which would impair its ability to carry out its obligations hereunder;

(C) It is empowered to enter into the transactions contemplated by this Contract; and

(D) It will do all things in its power required to maintain its existence or assure the assumption of its obligations hereunder by any successor public body.

Section 1.2. Representations and Covenants of the Employer. The Employer represents and covenants that:

(A) It is a business duly qualified to do business in Iowa;

(B) It has full power to execute, deliver, and perform this Contract and all other instruments given by the Employer to secure its performance and to enter into and carry out the transactions contemplated herein. Such execution, delivery, and performance are not in contravention of law or the Employer's articles of incorporation, by-laws or any indenture, agreement, mortgage, lease, undertaking, or any other restriction, obligation or instrument to which the Employer is a party or by which it is bound. This Contract has by proper action been duly authorized, executed, and delivered by the Employer and all steps necessary have been taken to constitute this Contract as a valid and binding obligation of the Employer.
(C) There is no threatened, pending, or actual litigation or proceeding against the Employer or any other person which affects, in any manner whatsoever, the right of the Employer to execute the Contract or to otherwise comply with its obligations contained in the Contract.

(D) The Employer is engaged in interstate or intrastate commerce for the purpose of manufacturing, processing, or assembling products or conducting research and development; OR, provides services and has customers outside of Iowa.

(E) The employer, within the 36 month period prior to the date of this application, did not close or reduce its employment base by more than 20 percent at any of its other business sites in Iowa in order to relocate substantially the same operation to another area of the state.

(F) The employer is not currently involved in a strike, lockout, or other labor dispute at any of its business sites in Iowa.

(G) Persons to receive training under this Contract are current employees of the employer for which the employer pays state withholding tax.

(H) Employees to receive training are not replacement workers who were hired as a result of a strike, lockout, or other labor dispute.

(I) The employer is an equal opportunity employer which complies with all local, state, and federal affirmative action requirements.

ARTICLE II
PROJECT; PROGRAM SERVICES; FEES

Section 2.1. The Iowa Jobs Training Program (260F) Application for Assistance, as submitted by the Community College in behalf of the Employer, and as approved by the Iowa Economic Development Authority, shall be incorporated as an integral part of this Contract. The "Project", as defined by the Application, shall consist of the program services and costs of services to be provided, the number of employees to be trained, the beginning and ending dates of training, the stated budget, and any other provisions specified in the Application.

Section 2.2. The Community College agrees to provide the program services within the constraints of funds awarded and released to the Project by the Economic Development Authority. It is understood and agreed that the Employer and the Community College will cooperate in the coordination and programming of the specific expenditures and operation of the Project within the guidelines set out by the approved application.

Section 2.3. Iowa Code section 84A.5 requires the Economic Development Authority to report to the Iowa General Assembly the impact of training provided by this Program on the wages of employees who receive training. This information is obtained by matching social security numbers of trainees with State income records. The Employer therefore agrees to provide the social security number of each employee who receives training under this contract.

Section 2.4. The Employer agrees to complete Performance Report, Form 260F-5, at the completion of training to evaluate the initial impact of training on the Business' operations. The Employer also agrees to complete a follow-up report one year after the completion of training to determine whether the Business' initial objectives for training were met.

Section 2.5. It is understood by the Community College and the Employer that should project funds not be available or received from the Economic Development Authority within a reasonable period of time, this Contract shall be terminated by mutual agreement of the parties. In any event, the Employer shall pay all administrative and legal costs associated with this Project which have been incurred by the Community College.
ARTICLE III
PAYMENT AND SECURITY

Section 3.1. The Community College shall create a fund to deposit monies awarded to the Project by the Economic Development Authority (IEDA). Funds awarded by IEDA shall be known as the Project Award. Interest earned on the fund shall be refunded to the State if not used by the Community College in accordance with Iowa Administrative Code Chapter 261.

Section 3.2. The Employer and the Community College agree that the Project Award, in the amount of $25,000, is issued by IEDA as a forgivable loan and shall not be required to be repaid by the Employer unless an event of default has occurred. Events of default and associated penalties are specified in Article VI of this Contract. The Community College and the Economic Development Authority shall determine whether an event of default has occurred.

ARTICLE IV
CONTRACT MODIFICATION

Section 4.1. An Employer shall not modify any provision of this Contract without the prior written approval of the Community College.

Section 4.2. The Community College, with the written consent of the Employer, has the authority to modify all provisions of this Contract except modifications which result in a reduction of the number of employees to be trained or which significantly change the training program. The Community College is authorized to change the ending dates of the training project, training provider, or other minor modifications to the training program. A signed copy of the modification must be sent to IEDA.

Section 4.3. Modifications which result in a reduction of the number of employees to be trained or change the training program content must be approved by the Economic Development Authority, the Community College, and the Employer.

Section 4.4. This Contract shall not be modified in any way that would result in a violation of the "Act".

ARTICLE V
EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION REQUIREMENTS

Section 5.1. The employer shall comply with all federal, state, and local laws, rules, and executive orders, to insure that no applicant for employment or employee is discriminated against because of race, religion, color, age, sex, national origin, or disability.

Section 5.2. The employer shall provide state or federal agencies with appropriate reports as required to insure compliance with equal employment opportunity laws and regulations.

Section 5.3. The employer shall insure, to the maximum extent possible, that all authorized subcontractors comply with provisions of this section.
ARTICLE VI
EVENTS OF DEFAULT

Section 6.1. Events of Default. Each of the following shall be an "event of default":

(A) The Employer fails to complete the training project within the agreed period of time as specified in the training Contract. Such Employer shall be required to repay 20 percent of total project funds expended by the community college and the business.

(B) The Employer fails to train the agreed number of employees as specified in the training Contract. Such Employer shall be required to repay a proportionate amount of total project funds expended by the community college and the Employer. The proportion shall be based on the number of employees not trained compared to the number of employees to have been trained.

(C) If both (A) and (B) occur, both penalties shall apply.

(D) The Employer fails to comply with any requirements contained in the training agreement. The Employer shall be sent written notice by the community college, which specifies the issue(s) of noncompliance and shall be allowed 20 days from the date notice is sent to effect a cure. If noncompliance is of such a nature that a cure cannot be reasonably accomplished within 20 days, the community college has the discretion to extend the period of cure to a maximum of 60 days.

(E) The Employer ceases or announces the cessation of operations at the project site prior to completion of the training program.

(F) The Employer directly or indirectly makes any false or misleading representations or warranties in the program application or training agreement, reports, or any other documents, which are provided, to the community college or IEDA.

(G) The Employer acts in any manner contrary to, or fails to act in accordance with any provision of the training Contract.

(H) An Employer takes corporate action to effect any of the preceding conditions of default.

Section 6.2. Whenever an event of default has occurred, further training or payments to the Employer shall be suspended.

Section 6.3. Whenever an event of default has occurred for reasons cited in ARTICLE VI, Section 6.1. (A-C), the Employer shall immediately pay to the Economic Development Authority the amount of penalty determined by the IEDA. The Employer shall also pay interest on the amount to be repaid at the rate of 6%. Interest shall accrue from the issuance date specified on the Project Award check.

Section 6.4. Whenever an event of default has occurred for reasons cited in ARTICLE VI, Section 6.1. (D-H), the Employer shall immediately pay to the Economic Development Authority the amount expended by the Employer and the Community College from the Project Award. The Employer shall also pay interest on the amount to be repaid at the rate of 5%. Interest shall accrue from the issuance date specified on the Project Award check.

Section 6.5. Whenever an event of default has occurred and is continuing, the Community College may take whatever action at law or in equity may appear necessary or desirable to collect the amounts then due or to enforce performance and observance of any other obligation or agreement of the Employer under this Contract.
Section 6.6. No remedy conferred upon or reserved to the Community College by this Contract is intended to be exclusive of any other available remedy or remedies, but each and every such remedy shall be cumulative and shall be in addition to every other remedy now or hereafter existing at law, in equity or by statute. No delay or omission to exercise any right or power accruing upon any default shall impair any such right or power or shall be construed to be a waiver thereof, but any such right and power may be exercised from time to time and as often as may be deemed expedient. In order to entitle the Community College to exercise any remedy reserved to it in this Article, it shall not be necessary to give any notice, other than such notice as may be expressly required herein.

Section 6.7. In the event any agreement contained in this Contract should be breached by either party and thereafter waived by the other party, such waiver shall be limited to the particular breach so waived and shall not be deemed to waive any other breach hereunder.

Section 6.8. As required by Iowa Administrative Code, Chapter F, any payments required to be made by the Employer to the Economic Development Authority are a lien upon the Employer's property until paid and have equal precedence with ordinary taxes and shall not be divested by a judicial sale. Property subject to the lien may be sold for sums due and delinquent at a tax sale, with the same forfeitures, penalties, and consequences as for the nonpayment of ordinary taxes. The purchaser at tax sale obtains the property subject to the remaining payments.

Section 6.9. Whenever an event of default has occurred and is unresolved, the Community College shall assign this Contract to the Iowa Economic Development Authority for appropriate collection action.

**ARTICLE VII**

**MISCELLANEOUS**

Section 7.1. All notices, requests or other communications hereunder shall be in writing and shall be deemed to be sufficiently given when mailed by registered or certified mail, postage prepaid, addressed to the appropriate address as follows:

Community College: Des Moines Area Community College

2006 South Ankeny Boulevard

Ankeny, IA 50023

Employer: Des Moines Truck Brokers

1850 Colonial Pkwy

Norwalk, IA 50211

The Employer and the Community College may, by notice given hereunder, designate any further or different addresses to which subsequent notices, requests or other communications shall be sent.

Section 7.2. All covenants, stipulations, obligations and agreements of the Community College contained in this Contract shall be effective to the extent authorized and permitted by applicable law. No such covenant, stipulation, obligation or agreement shall be deemed to be a covenant, stipulation, obligation or agreement of any present or future member, officer, agent or employee of the Community College or the Board of Directors other than in his official capacity, and neither the members of the Board of Directors nor any official executing this Contract shall be
liable personally or be subject to any personal liability or accountability by reason of the covenants, stipulations, obligations or agreements of the Community College contained in this Contract.

Section 7.3. This Contract shall benefit of and be binding in accordance with its terms upon the Community College, the Employer and their respective permitted successors and assigns. This Contract may not be assigned by the Employer without the express written consent of the Community College and may not be assigned by the Community College except as may be necessary to enforce or secure payment due resulting from an event of default.

Section 7.4. This Contract may be executed in any number of counterparts, each of which shall be regarded as an original and all of which shall constitute but one and the same instrument.

Section 7.5. If any provision of this Contract, or any covenant, stipulation, obligation, agreement, act, or action, or part thereof made, assumed, entered into or taken thereunder or any application thereof, is for any reason held to be illegal or invalid, such illegality or invalidity shall not affect any other provision or any other covenant, stipulation, obligation, agreement, act or action or part thereof, made, assumed, entered into, or taken, each of which shall be construed and enforced as if such illegal or invalid portion were not contained herein. Nor shall illegality of any application thereof affect any legal and valid application thereof, and each such provision, covenant, stipulation, obligation, agreement, act, or action, or part thereof shall be deemed to be effective, operative, made, entered into or taken in the manner and to the full extent permitted by law.

Section 7.6. This Contract shall be governed exclusively by and construed in accordance with the laws of the State of Iowa.

IN WITNESS WHEREOF, the Community College and the Employer have caused this Contract to be duly executed all as of the date hereinabove written.

Des Moines Area Community College
Community College

Authorized Signature
Kevin Hallman, Board VP
Type Name and Title

Des Moines Truck Brokers
Business

Authorized Signature
James P. Demettert, Pres/CEO
Type Name and Title

Email Address
jimmy@dmtrucks.com

2006 South Ankeny Blvd.
Ankeny, IA 50023
Address

2-21-18
Date

1850 Colonial Pkwy
Norwalk, IA 50211
Address

10/9/12
Date
RESOLUTION NAMING DEPOSITORIES

Effective February 12, 2018, the Board of Directors of Des Moines Area Community College in Polk County, Iowa, approves the following list of financial institutions to be depositories of the Des Moines Area Community College funds in conformance with all applicable provisions of Iowa Code Chapter 12C. The Treasurer, the Senior Vice President of Business Services, Controller, Assistant Controller, Senior Accountant, Special Funds Accountant, and the Investment Adviser approved by the Board of Trustees are hereby authorized to deposit the Des Moines Area Community College funds in amounts not to exceed the maximum approved for each respective pledging Bank as set out below.

<table>
<thead>
<tr>
<th>Official College Depository</th>
<th>Location or Home Office</th>
<th>Maximum Balance prior resolution</th>
<th>Maximum Balance this resolution</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bankers Trust Company, N.A.</td>
<td>Des Moines</td>
<td>$40,000,000</td>
<td>$50,000,000</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Investment Depositories</th>
<th>Location or Home Office</th>
<th>Maximum Balance prior resolution</th>
<th>Maximum Balance this resolution</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ackley State Bank</td>
<td>Ackley</td>
<td>$8,000,000</td>
<td>$8,000,000</td>
</tr>
<tr>
<td>American Bank</td>
<td>Le Mars</td>
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**CDARS – Certificate of Deposit**

Account Registry Services | Member Banks | $ 20,000,000 | $ 20,000,000 |

**CERTIFICATION**, I hereby certify that the foregoing is a true and correct copy of a resolution of the Des Moines Area Community College adopted at a meeting of said public body, held on the 12th day of February, 2018 a quorum being present, as said resolution remains of record in the minutes of said meeting, and it is now in full force and effect.

Dated this 12th day of February, 2018

CAROLYN FARLOW, Board Secretary
### Sources of Funds:

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#### Government:

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<td>Jasper County Schools - 28E Contribution</td>
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#### Transfers:

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<td>Fund 3 - Trail Point Operations</td>
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#### Completed Projects (Page 2, Line 15):

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</tr>
<tr>
<td>Total</td>
<td>24,150,675</td>
<td>24,150,675</td>
</tr>
</tbody>
</table>

#### Excess (deficit): **

<table>
<thead>
<tr>
<th>Description</th>
<th>Other Sources</th>
<th>Plant Fund</th>
</tr>
</thead>
<tbody>
<tr>
<td>Excess (deficit)</td>
<td>-</td>
<td>(2,219,403)</td>
</tr>
<tr>
<td>Beginning Fund Balance</td>
<td>-</td>
<td>2,219,403</td>
</tr>
<tr>
<td>Ending Fund Balance</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

**Note:** Assumes Annual Growth of 3.5%
<table>
<thead>
<tr>
<th>Completed Projects:</th>
<th>Other Sources</th>
<th>Plant Fund</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Ankeny - Culinary Expansion Bldg 7 ($6,976,717)</td>
<td>1,301,361</td>
<td>3,819,063</td>
<td>5,120,424</td>
</tr>
<tr>
<td>2 Ankeny - Board Room Remodel ($167,265)</td>
<td></td>
<td>77,654</td>
<td>77,654</td>
</tr>
<tr>
<td>3 Ankeny - Outdoor Sport Court ($74,524)</td>
<td></td>
<td>12,527</td>
<td>12,527</td>
</tr>
<tr>
<td>4 Ankeny - Road Project</td>
<td></td>
<td>337</td>
<td>337</td>
</tr>
<tr>
<td>5 Ankeny - Bldg 5 Dept Moves</td>
<td></td>
<td>324,744</td>
<td>324,744</td>
</tr>
<tr>
<td>6 Ankeny - Bldg 5 Student Center/Trail Point($45,170,376)</td>
<td></td>
<td>41,336,144</td>
<td>41,336,144</td>
</tr>
<tr>
<td>7 Boone - Civil Engineering Expansion ($2,055,909)</td>
<td>564,444</td>
<td>1,000,000</td>
<td>1,564,444</td>
</tr>
<tr>
<td>8 Carroll -</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9 District -</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10 Newton - Maytag Campus Acquisition</td>
<td>8,613,540</td>
<td>152,595</td>
<td>8,766,135</td>
</tr>
<tr>
<td>11 Perry -</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>12 Story County -</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>13 Evelyn Davis Center -</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>14 Southridge Center -</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>15 Urban -</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>16 West -</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>17 Total Completed Projects to Page 1, Line 24</td>
<td>10,479,345</td>
<td>46,723,064</td>
<td>57,202,409</td>
</tr>
</tbody>
</table>
Des Moines Area Community College

FINANCIAL STATEMENTS
FOR JANUARY 31, 2018
AND THE SEVEN MONTHS THEN ENDED
DMACC
Fund Descriptions

Fund 1 - General Unrestricted Fund

This fund is used to account for the general operations of the College. These funds are available for any legally authorized purpose and are, therefore, used to account for all revenue and expenditures for activities not provided for in other funds. The organizational units to be financed through this fund are those which are generally directly concerned with the operation and support of the educational programs of the College as a whole.

Fund 2 - General Restricted Fund

This fund is used to account for resources that are available for the operation and support of the educational programs, but are restricted as to their use by outside agencies or donors.

Fund 3 - Auxiliary Fund

These funds are unrestricted, but they have been designated for a particular use. They account for activities intended primarily to provide non-instructional services or sales to students, staff, and/or institutional departments, and which are in addition to the educational and general objectives of the College.

Fund 4 - Agency Fund

This fund is used to account for assets held by the College as custodian or fiscal agent for others.

Fund 5 - Scholarship Fund

This fund accounts for the receipt and disbursement of scholarship awards to students, primarily PELL grants.

Fund 6 - Loan Fund

This fund accounts for the receipt and disbursement of funds relating to student loans.

Fund 7 - Plant Fund

This fund is used to account for transactions relating to investment in College properties. They include amounts which have been appropriated or designated for purchase of land, improvements, buildings, and equipment, the retirement of indebtedness and the administration of the physical plant.
The financial statements and information listed above has been prepared in accordance with Generally Accepted Accounting Principles and is accurate and complete in all material respects.

Ben Voaklander, Controller
### Des Moines Area Community College
#### Balance Sheet
**January 31, 2018**

**Unrestricted Fund 1**

<table>
<thead>
<tr>
<th>Assets</th>
<th>General</th>
<th>Restricted</th>
<th>Auxiliary</th>
<th>Agency</th>
<th>Scholarship</th>
<th>Loan</th>
<th>Plant</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current Assets:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash in Banks and Investments</td>
<td>$21,089,606</td>
<td>$58,625,791</td>
<td>$3,895,555</td>
<td>$2,990,191</td>
<td>$(110,849)</td>
<td>$(66)</td>
<td>$(2,788,543)</td>
</tr>
<tr>
<td>Accounts Receivable</td>
<td>9,560,548</td>
<td>54,616,544</td>
<td>26,899</td>
<td>8,720</td>
<td>-</td>
<td>-</td>
<td>71,303</td>
</tr>
<tr>
<td>Student Loans</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>71,303</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Deposits &amp; Prepaid Expenses</td>
<td>66,808</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Total Current Assets</td>
<td>30,740,384</td>
<td>113,242,335</td>
<td>4,180,818</td>
<td>2,998,911</td>
<td>$(110,849)</td>
<td>71,237</td>
<td>(2,722,937)</td>
</tr>
<tr>
<td>Fixed Assets:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Land, Buildings &amp; Improvements</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Equipment, Leased Prop, Books &amp; Films</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Accumulated Depreciation</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Total Fixed Assets</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Assets</strong></td>
<td>$30,740,384</td>
<td>$113,242,335</td>
<td>$4,180,818</td>
<td>$2,998,911</td>
<td>$(110,849)</td>
<td>$71,237</td>
<td>$(2,722,937)</td>
</tr>
</tbody>
</table>

**Liabilities and Fund Balances**

<table>
<thead>
<tr>
<th>Liabilities</th>
<th>Unrestricted</th>
<th>Restricted</th>
<th>Auxiliary</th>
<th>Agency</th>
<th>Scholarship</th>
<th>Loan</th>
<th>Plant</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current Liabilities</td>
<td>$4,974,610</td>
<td>$1,994,888</td>
<td>$99,096</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Bonds Payable</td>
<td>1,445,000</td>
<td>2,637,303</td>
<td>43,700</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Total Liabilities</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Equity</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Total Liabilities</td>
<td>19,797,442</td>
<td>118,576,604</td>
<td>143,296</td>
<td>2,998,911</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Liabilities Held in Custody for Others</td>
<td>18,763</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Total Fund Balance</td>
<td>10,942,942</td>
<td>-</td>
<td>4,037,522</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Specific Purposes</td>
<td>-</td>
<td>(5,334,469)</td>
<td>-</td>
<td>(110,849)</td>
<td>71,237</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Net Investment in Plant</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Fund Balance</strong></td>
<td>10,942,942</td>
<td>(5,334,469)</td>
<td>4,037,522</td>
<td>(110,849)</td>
<td>71,237</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

**Total Liabilities & Fund Balances**

| **Total Liabilities & Fund Balances** | $30,740,384 | $113,242,335 | $4,180,818 | $2,998,911 | $(110,849) | $71,237 | $(2,722,937) | $156,095,297 |

1
Des Moines Area Community College  

Statement of Revenue, Expenditures and Changes in Fund Balances  
For the Seven Months Ended January 31, 2018

<table>
<thead>
<tr>
<th>Revenue:</th>
<th>Unrestricted Fund 1</th>
<th>Restricted Fund 2</th>
<th>Auxiliary Fund 3</th>
<th>Agency Fund 4</th>
<th>Scholarship Fund 5</th>
<th>Loan Fund 6</th>
<th>Plant Fund 7</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition and Fees</td>
<td>$33,486,383</td>
<td>$517,280</td>
<td>$268,988</td>
<td>$312,806</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>$34,585,457</td>
</tr>
<tr>
<td>Local Support (Property Taxes)</td>
<td>4,688,048</td>
<td>6,229,707</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>15,757,008</td>
</tr>
<tr>
<td>State Support</td>
<td>19,703,227</td>
<td>5,099,745</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>25,203,272</td>
</tr>
<tr>
<td>Federal Support</td>
<td>72,392</td>
<td>1,944,297</td>
<td>26,421</td>
<td>606,524</td>
<td>15,917,098</td>
<td>-</td>
<td>-</td>
<td>18,568,732</td>
</tr>
<tr>
<td>Sales and Services</td>
<td>418,431</td>
<td>2,619</td>
<td>1,761,937</td>
<td>20,399</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>2,222,033</td>
</tr>
<tr>
<td>Training Revenue / ACE</td>
<td>9,167,639</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>9,167,639</td>
</tr>
<tr>
<td>Other Income</td>
<td>1,487,070</td>
<td>9,167,639</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>7,405,268</td>
</tr>
</tbody>
</table>

**Total Revenue**: $59,835,551

| Transfers In - General | 516,681 | 502,860 | 74,500 | 168,619 | 109,104 | 5,000 | 1,227,109 | $6,385,983 |

**Total Revenue and Transfers In**: $60,352,232

<table>
<thead>
<tr>
<th>Expenditures:</th>
<th>Unrestricted Fund 1</th>
<th>Restricted Fund 2</th>
<th>Auxiliary Fund 3</th>
<th>Agency Fund 4</th>
<th>Scholarship Fund 5</th>
<th>Loan Fund 6</th>
<th>Plant Fund 7</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instruction</td>
<td>$32,078,314</td>
<td>$12,493,630</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>$44,571,944</td>
</tr>
<tr>
<td>Academic Support</td>
<td>8,164,794</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>8,164,794</td>
</tr>
<tr>
<td>Student Services</td>
<td>6,160,870</td>
<td>462,219</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>6,623,089</td>
</tr>
<tr>
<td>Instructional Support</td>
<td>8,291,839</td>
<td>5,966,619</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>14,261,458</td>
</tr>
<tr>
<td>Operation and Maintenance of Plant</td>
<td>4,739,535</td>
<td>6,045,751</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>10,785,286</td>
</tr>
<tr>
<td>Auxiliary Enterprise Expenditures</td>
<td>-</td>
<td>-</td>
<td>3,225,252</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>3,225,252</td>
</tr>
<tr>
<td>Scholarship Expense</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>16,645,233</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>16,645,233</td>
</tr>
<tr>
<td>Loan Fund Expense</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>(4,742)</td>
<td>-</td>
<td>-</td>
<td>3,768,018</td>
</tr>
<tr>
<td>Plant Fund Expense</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>3,768,018</td>
<td>3,768,018</td>
</tr>
<tr>
<td>Agency Fund Expense</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>890,993</td>
<td>890,993</td>
</tr>
</tbody>
</table>

**Total Expenditures**: $60,659,448

| Transfers Out - General | 1,224,096 | 803,680 | 416,809 | 160,288 | (4,742) | - | - | 111,535,198 |

**Total Expenditures and Transfers Out**: $60,659,448

| Net Increase (Decrease) for the Period | $307,216 | 1,473,737 | (56,508) | 673,985 | (617,531) | 9,742 | 2,617,875 | 3,794,044 |

| Fund Balance at Beginning of Year | 11,250,158 | (6,809,206) | 4,094,030 | 1,464,778 | 506,682 | 61,499 | 123,887,550 | 134,256,487 |

| Fund Balance at End of Period | $10,942,942 | $ (5,334,469) | $4,037,522 | $2,138,763 | (110,849) | 71,237 | $126,305,428 | 138,050,571 |
## DEPOSITORY ACCOUNTS

<table>
<thead>
<tr>
<th>Bank</th>
<th>Amount</th>
<th>Rate</th>
<th>Maturity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bankers Trust</td>
<td>$22,746,284</td>
<td>0.90%</td>
<td>Money Market</td>
</tr>
<tr>
<td>Various Checking Accounts</td>
<td>$375,478</td>
<td>0.60%</td>
<td>Checking Accounts</td>
</tr>
<tr>
<td>Wells Fargo Bank - Ankeny</td>
<td>0</td>
<td>0.15%</td>
<td>Money Market</td>
</tr>
<tr>
<td><strong>Sub Total</strong></td>
<td>$23,121,762</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## DMACC INVESTMENTS

<table>
<thead>
<tr>
<th>Bank</th>
<th>Purchase Date</th>
<th>Amount</th>
<th>Rate</th>
<th>Maturity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bankers Trust</td>
<td></td>
<td>$2,000,000</td>
<td>1.57%</td>
<td>May 29, 2018</td>
</tr>
<tr>
<td>City State Bank - Madrid</td>
<td></td>
<td>$1,000,000</td>
<td>1.62%</td>
<td>February 27, 2019</td>
</tr>
<tr>
<td>City State Bank - Madrid</td>
<td></td>
<td>$1,000,000</td>
<td>1.22%</td>
<td>February 12, 2018</td>
</tr>
<tr>
<td>City State Bank - Madrid</td>
<td></td>
<td>$2,000,000</td>
<td>1.41%</td>
<td>August 14, 2018</td>
</tr>
<tr>
<td>Collins Credit Union (Collateralized)</td>
<td>June 30, 2016</td>
<td>$4,000,000</td>
<td>1.54%</td>
<td>January 16, 2019</td>
</tr>
<tr>
<td>Lincoln Savings Bank</td>
<td>December 14, 2017</td>
<td>$3,000,000</td>
<td>1.56%</td>
<td>May 14, 2018</td>
</tr>
<tr>
<td>Northwest Bank- West Des Moines</td>
<td>April 16, 2016</td>
<td>$1,000,000</td>
<td>1.00%</td>
<td>April 18, 2018</td>
</tr>
<tr>
<td>People Savings Bank - Des Moines</td>
<td>August 10, 2016</td>
<td>$2,000,000</td>
<td>0.95%</td>
<td>August 10, 2017</td>
</tr>
<tr>
<td>U of I Credit Union (Collateralized)</td>
<td>May 2, 2016</td>
<td>$19,993,751</td>
<td>1.18%</td>
<td>May 2, 2018</td>
</tr>
<tr>
<td>Bankers Trust - Des Moines Money Market</td>
<td></td>
<td>$8,372,885</td>
<td>0.90%</td>
<td>Money Market</td>
</tr>
<tr>
<td>ISJIT Diversified Fund</td>
<td></td>
<td>$4,105,913</td>
<td>1.02%</td>
<td>Money Market</td>
</tr>
<tr>
<td><strong>Total ISJIT Investments</strong></td>
<td></td>
<td>$50,472,549</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Grand Total of Investments

- **Total**: $83,701,685
- **Weighted Average**: 1.13%
Des Moines Area Community College  
Fiscal Year Ending June 30, 2017 Budget Report  
Summary by Fund (All Funds)  
For the Seven Months Ended January 31, 2018

<table>
<thead>
<tr>
<th>Fund Name</th>
<th>Fund Number</th>
<th>Board Approved Budget</th>
<th>Working Budget</th>
<th>Amount Received/ Expended</th>
<th>Budget Commitments</th>
<th>Working Budget Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenue</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Unrestricted</td>
<td>1</td>
<td>$105,757,815</td>
<td>$107,912,262</td>
<td>$60,352,232</td>
<td>$47,560,030</td>
<td></td>
</tr>
<tr>
<td>Restricted Current</td>
<td>2</td>
<td>49,646,938</td>
<td>51,827,156</td>
<td>27,248,636</td>
<td>$24,578,520</td>
<td></td>
</tr>
<tr>
<td>Auxiliary</td>
<td>3</td>
<td>6,162,744</td>
<td>6,210,744</td>
<td>3,584,553</td>
<td>2,626,191</td>
<td></td>
</tr>
<tr>
<td>Agency</td>
<td>4</td>
<td>857,917</td>
<td>851,417</td>
<td>1,725,266</td>
<td>(873,849)</td>
<td></td>
</tr>
<tr>
<td>Scholarship</td>
<td>5</td>
<td>20,799,154</td>
<td>20,797,454</td>
<td>16,027,702</td>
<td>4,769,752</td>
<td></td>
</tr>
<tr>
<td>Loan</td>
<td>6</td>
<td>5,000</td>
<td>5,000</td>
<td>5,000</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Plant</td>
<td>7</td>
<td>14,394,515</td>
<td>12,131,672</td>
<td>6,385,893</td>
<td>5,745,779</td>
<td></td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td></td>
<td>$197,624,083</td>
<td>$199,735,705</td>
<td>$115,329,282</td>
<td>$84,406,423</td>
<td></td>
</tr>
</tbody>
</table>

| **Expenditures**  |             |                       |                |                          |                    |                       |
| Unrestricted      | 1           | $105,588,536           | $107,202,801   | $60,659,448              | $26,467,162        | $20,076,191           |
| Restricted Current| 2           | 50,194,986             | 53,460,571     | 25,774,899               | $3,613,635         | $24,072,037           |
| Auxiliary         | 3           | 6,144,127              | 6,456,327      | 3,641,061                | 951,918            | 1,803,348             |
| Agency            | 4           | 768,269                | 794,314        | 1,051,281                | 39,250             | (296,217)             |
| Scholarship       | 5           | 20,894,154             | 20,883,554     | 16,645,233               | 4,238,321          |
| Loan              | 6           | 5,000                  | 5,000          | (4,742)                  | 9,742              |
| Plant             | 7           | 14,374,049             | 9,478,589      | 3,768,018                | 542,563            | 5,168,008             |
| **Total Expenditures** |         | $197,969,121           | $198,281,156   | $111,535,198             | $31,614,528        | $55,131,430           |