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DES MOINES AREA COMMUNITY COLLEGE

Public Hearing Regarding Welding Shop Remodeling
Building 10, Ankeny Campus
April 22, 1986
Room 122C - Urban Campus - Des Moines

AGENDA

1. Call to Order - 5:00 p.m.
2. Roll Call.
3. Approval of tentative agenda.
4. Acknowledgement by Board Secretary of how Notice of Hearing was made.
5. Requests to address the Board recognized.
6. Consideration of Resolution approving plans, specifications, form of contract and estimated cost for the Welding Shop remodeling, Building 10, Ankeny Campus.
7. Adjournment.
A special meeting of the Des Moines Area Community College Board of Directors was held in Room 122C, Urban Campus, on April 22, 1986, for the purpose of conducting a public hearing for the adoption of the resolution approving plans, specifications, form of contract and estimated cost for the Welding Shop remodeling, Building 10, Ankeny Campus. The meeting was called to order at 5:05 p.m., CST, by Board President Jasper Risdal.

Members Present:
Devere Bendixen
Susan Clouser
Eldon Leonard
Ted Nemmers
Jasper Risdal

Members Absent:
Lloyd Courter
Herb Ritland
Don Rowen
Doug Shull

Others Present:
Joseph A. Borgen, President
Helen M. Minor, Board Secretary
Don Zuck, Board Treasurer
Other interested DMACC staff and area residents

A motion to approve the tentative agenda as presented was made by T. Nemmers, seconded by S. Clouser.

Motion passed unanimously.

Board Secretary H. Minor reported that the notice of the time and place of this hearing was, according to law and as directed by the Board, published in the Des Moines Register Newspaper on March 14, 1986, and posted on the official Des Moines Area Community College bulletin board. A copy of said notice is included as Attachment #1 to these minutes.

There were no requests to address the Board.

It was moved by D. Bendixen, seconded by T. Nemmers, that the Board approve the resolution included as Attachment #2 to these minutes which approves plans, specifications, form of contract and estimated cost for the Welding Shop remodeling, Building 10, Ankeny Campus.

Motion passed unanimously on a roll call vote.
ADJOURNMENT

A motion for adjournment was made by E. Leonard, seconded by D. Bendixen.

Motion passed unanimously and at 5:10 p.m., Board President Risdal adjourned the meeting.

JASPER M. RISDAL, President

HELEN M. MINOR, Board Secretary
NOTICE OF HEARING

TO WHOM IT MAY CONCERN:

A public hearing will be held on April 7, 1986, at 5:00 p.m., by the Board of Directors of the Des Moines Area Community College, 1100 7th Street, Des Moines, Iowa, in relation to proposed specifications and form of contract for the construction of the following improvement:

DES MOINES AREA COMMUNITY COLLEGE
WELDING SHOP REMODELING OF LAB, BUILDING 10

At which time any interested persons may appear and file objections to the said proposed specifications, form of contract, and the cost of such improvement. Said Board of Directors will then hear said objections and any evidence for or against the same, and forthwith enter its record its decision thereon.

DES MOINES AREA COMMUNITY COLLEGE

Jasper Ridal, President

ATTEST: Helen Minor, Secretary

State of Iowa

Polk County

The undersigned, being first duly sworn, on oath states that he/she is the Classified Auditing Supervisor of Des Moines Register and Tribune Company, a corporation duly organized and existing under the laws of the State of Iowa, with its principal place of business in Des Moines, Iowa, the publisher of

THE DES MOINES REGISTER (Daily)
DES MOINES SUNDAY REGISTER

Newspapers of general circulation printed and published in the City of Des Moines, Polk County, Iowa; and that an advertisement, a printed copy of which is attached as Exhibit "A" and made a part of this affidavit, was printed and published in

The Des Moines Register (daily) the following dates:

March 14, 1986

in Des Moines Sunday Register on

The affiant states that all of the facts set forth in the foregoing affidavit are true as he/she verily believes.

Subscribed and sworn to before me by said affiant this 20th day of March, 1986.

Mary F. Bradley

Notary Public in and for Polk County, Iowa
RESOLUTION APPROVING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATED COST FOR THE WELDING SHOP REMODELING BUILDING 10

WHEREAS, on the 4th day of March, 1986, plans, specifications, form of contract, and estimated cost were filed with the Secretary of the Board of Directors of the Des Moines Area Community College for the project.

WHEREAS, Notice of hearing on plans, specifications, form of contract and estimated cost was published as required by law and action of the Board.

NOW, THEREFORE BE IT RESOLVED by the Board of Directors of the Des Moines Area Community College that said plans, specifications, form of contract, and estimated cost are hereby approved and adopted as the plans, specifications, form of contract, and estimated cost for the Welding Shop Remodeling.

PASSED AND APPROVED this 22nd day of April, 1986.

President of the Board of Directors of the aforesaid Community College

ATTEST:

Secretary of the Board of Directors of the aforesaid Community College
AGENDA

1. Call to Order - 5:00 p.m.
2. Roll Call.
3. Approval of tentative agenda.
4. Acknowledgement by Board Secretary of how Notice of Hearing was made.
5. Requests to address the Board recognized.
7. Adjournment.
PUBLIC HEARING
22 APRIL 1986

A special meeting of the Des Moines Area community College Board of Directors was held in Room 122C, Urban Campus, on April 22, 1986, for the purpose of conducting a public hearing for the adoption of the resolution approving plans, specifications, form of contract and estimated cost for the Installation of Underground Pipe Vault, Ankeny Campus. The meeting was called to order at 5:10 p.m., CST, by Board President Jasper Risdal.

ROLL CALL

Members Present:
DeVeré Bendixen
Susan Clouser
Lloyd Courter
Eldon Leonard
Ted Nemmers
Jasper Risdal

Members Absent:
Herb Ritland
Don Rowen
Doug Shull

Others Present:
Joseph A. Borgen, President
Helen M. Minor, Board Secretary
Don Zuck, Board Treasurer
Other interested DMACC staff and area residents

APPROVAL OF TENTATIVE AGENDA

A motion to approve the tentative agenda as presented was made by T. Nemmers, seconded by D. Bendixen.

Motion passed unanimously.

ACKNOWLEDGEMENT OF HEARING NOTICE

Board Secretary H. Minor reported that the notice of the time and place of this hearing was, according to law and as directed by the Board, published in the Des Moines Register newspaper on March 14, 1986, and posted on the official Des Moines Area Community College bulletin board. A copy of said notice is included as Attachment #1 to these minutes.

There were no requests to address the Board.

ADOPTION OF RESOLUTION

It was moved by T. Nemmers, seconded by S. Clouser, that the Board approve the resolution included as Attachment #2 to these minutes which approves plans, specifications, form of contract and estimated cost for the Installation of an Underground Pipe Vault, Ankeny Campus.

Motion passed unanimously on a roll call vote.
ADJOURNMENT  

A motion for adjournment was made by T. Nemmers, seconded by D. Bendixen.

Motion passed unanimously and at 5:15 p.m., Board President Risdal adjourned the meeting.

JASPER M. RISDAL, President

HELEN M. MINOR, Board Secretary
TO WHOM IT MAY CONCERN:

A public hearing will be held on April 21, 1986, at 5:00 p.m., by the Board of Directors of the Des Moines Area Community College, 1100 7th Street, Des Moines, Iowa, in relation to proposed specifications and form of contract for the construction of the following improvement:

DES MOINES AREA COMMUNITY COLLEGE
INSTALLATION OF UNDERGROUND PIPE VAULT
at which time any interested persons may appear and file objections to the said proposed specifications, form of contract, and the cost of such improvement. Said Board of Directors will hear the objections and any evidence for or against the same, and forthwith enter of record its decision thereon.

Jasper Rinaldi, President

ATTEST: Helen Minor, Secretary

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STATE OF IOWA
POLK COUNTY
SS.

The undersigned, being first duly sworn, on oath states that he/she is the Classified Auditing Supervisor of Des Moines Register and Tribune Company, a corporation duly organized and existing under the laws of the State of Iowa, with its principal place of business in Des Moines, Iowa, the publisher of

THE DES MOINES REGISTER (Daily)

DES MOINES SUNDAY REGISTER

newspapers of general circulation printed and published in the City of Des Moines, Polk County, Iowa; and that an advertisement, a printed copy of which is attached as Exhibit "A" and made a part of this affidavit, was printed and published in

The Des Moines Register (daily) the following dates

March 14, 1986

in Des Moines Sunday Register on


The affiant states that all of the facts set forth in the foregoing affidavit are true as he/she verily believes.

Subscribed and sworn to before me by said affiant this 20th day of March, 1986.

Mary J. Bradley
Notary Public in and for Polk County, Iowa

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Copying on an Advertisement

Exhibit "A"

Board Meeting was Changed from 4-15-86 to 4-22-86 to hold to republish, (this is correct, Notice.)
COPY OF ADVERTISEMENT
Exhibit “A”

(R-544) — NOTICE OF HEARING

To whom it may concern: A public hearing will be held on April 15, 1986, at 5:00 p.m., by the Board of Directors of the Des Moines Area Community College, 1100 7th Street, Des Moines, Iowa, in relation to proposed specifications and form of contract for the construction of the following improvement:

DES MOINES AREA COMMUNITY COLLEGE
INSTALLATION OF
UNDERGROUND PIPE VAULT

at which time any interested persons may appear and hear objections to the said proposed specifications, form of contract of the cost of such improvement, and any evidence for or against the same, and forthwith enter of record its decision thereon.

DES MOINES AREA COMMUNITY COLLEGE
ATTEST: /s/ Jasper Risdal, President

STATE OF IOWA
POLK COUNTY

The undersigned, being first duly sworn, on oath states that he/she is the

Classified Auditing Supervisor

of Des Moines Register and Tribune Company, a corporation duly organized and existing under the laws of the State of Iowa, with its principal place of business in Des Moines, Iowa, the publisher of

THE DES MOINES REGISTER (Daily)

THE DES MOINES SUNDAY REGISTER

newspapers of general circulation printed and published in the City of Des Moines, Polk County, Iowa; and that an advertisement, a printed copy of which is attached as Exhibit “A” and made a part of this affidavit, was printed and published in

The Des Moines Register (daily) the following dates

March 8, 14, 1986

in Des Moines Sunday Register on

The affiant states that all of the facts set forth in the foregoing affidavit are true as he/she verily believes.

Subscribed and sworn to before me by said affiant this 20th day of March 1986

Mary F. Bradley
Notary Public in and for Polk County, Iowa

RECEIVED
MAR 26 1986
PLANT SERVICES
RESOLUTION APPROVING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATED COST FOR THE INSTALLATION UNDERGROUND PIPE VAULT

WHEREAS, on the 4th day of March 1986, plans, specifications, form of contract, and estimated cost were filed with the Secretary of the Board of Directors of the Des Moines Area Community College for the project.

WHEREAS, notice of hearing on plans, specifications, form of contract and estimated cost was published as required by law and action of the Board.

NOW, THEREFORE BE IT RESOLVED by the Board of Directors of the Des Moines Area Community College that said plans, specifications, form of contract, and estimated cost are hereby approved and adopted as the plans, specifications, form of contract, and estimated cost for the installation of Underground Pipe Vault.

PASSED AND APPROVED this 22nd day of April, 1986.

President of the Board of Directors of the aforesaid Community College

ATTEST:

Secretary of the Board of Directors of the aforesaid Community College
DES MOINES AREA COMMUNITY COLLEGE

Regular Board Meeting
April 22, 1986
Room 122C - Urban Campus - Des Moines

AGENDA

1. Call to Order - immediately following Public Hearings.
2. Roll Call.
3. Consideration of tentative agenda.
4. Consideration of award of contract for Welding Shop remodeling, Building 10, Ankeny Campus.
5. Consideration of award of contract for Underground Pipe Vault, Ankeny Campus.
6. Consideration of resolution adopting proposed plans and specifications and form of contract for the Technology Center, Ankeny Campus, and establish hearing date for May 20, 1986, 5:00 p.m.
7. Consideration of resolution fixing date for receipt of bids for the Technology Center, Ankeny Campus.
8. Consideration of resolution adopting proposed plans and specifications and form of contract for the Lakeside Development Project, Ankeny Campus, and establish hearing date for May 20, 1986, 5:00 p.m.
9. Consideration of resolution fixing date for receipt of bids for the Lakeside Development Project, Ankeny Campus.
10. Consideration of resolution adopting proposed plans and specifications and form of contract for the Academic Building boiler and pump installation, Boone Campus, and establish hearing date for May 20, 1986, 5:00 p.m.
11. Consideration of resolution fixing date for receipt of bids for the Academic Building boiler and pump installation, Boone Campus.
12. Consideration of offers to purchase property located at 733 San Salvador, Carroll.
13. Public Comments.
15. Consideration of Industrial New Jobs Training Agreements.
16. Consideration of ratification of 28E Agreement with the state of Iowa for communication services.
17. Consideration of ratification of Des Moines to Ankeny E.D.A. Public Works Impact Area and/or Special Impact Area Chapter 28E Agreement.

19. Consideration of ratification of Des Moines Area Community College Foundation Board members, Boone and Carroll Campuses.

20. Consideration of proposed changes in the Self-Funded Plan Trust Agreement and Declaration of Trust.


22. Consideration of Payables.


25. Board Members' Reports.

26. Future Agenda Items:
   A. Collective Bargaining
   B. Board Policy Review

27. Information Items:
   A. April 23-25 - NCA Visitation
   B. April 24 - Board/NCA Dinner - 6:00 p.m. - Des Moines Club
   C. May 7 - Graduation - Vet's Auditorium - 7:30 p.m.
   D. May 8 - Graduation - Boone Campus - 10:00 a.m.
   E. May 20 - Regular Board Meeting

28. Adjournment.
DES MOINES AREA COMMUNITY COLLEGE
2006 South Ankeny Boulevard
Ankeny, Iowa

REGULAR MEETING

22 April 1986

The regular meeting of the Des Moines Area Community College Board of Directors was held in Room 122C at the Urban Campus, Des Moines, on April 22, 1986. The meeting was called to order by Board President Jasper Risdal, at 5:15 p.m.

ROLL CALL

Members Present:
DeVere Bendixen
Susan Clouser
Lloyd Courter
Eldon Leonard

Members Absent:
Ted Nemmers
Jasper Risdal
Herb Ritland
Don Rowen
Doug Shull

Others Present:
Joseph A. Borgen, President
Helen M. Minor, Board Secretary
Don Zuck, Board Treasurer
Other interested DMACC staff and area residents

APPROVAL OF TENTATIVE AGENDA

It was moved by E. Leonard, seconded by T. Nemmers, that the tentative agenda be approved as presented.

Motion passed unanimously.

AWARD OF CONTRACT—WELDING SHOP REMODELING

L. Courter moved that a contract for the Welding Shop remodeling, Building 10, Ankeny Campus, be awarded to Central Iowa Heating Company, with a base bid of $61,329.00, and that the Board President and Secretary be authorized to sign said contract. Motion seconded by E. Leonard. Bid Tally sheet is Attachment #1 to these minutes.

Motion passed unanimously on a roll call vote.

AWARD OF CONTRACT—UNDERGROUND PIPE VAULT, ANKENY

It was moved by E. Leonard, seconded by D. Bendixen, that a contract for an Underground Pipe Vault, Ankeny Campus, be awarded to Stephanie & Company, with a base bid of $48,166.00, and that the Board President and Secretary be authorized to sign said contract. Bid Tally sheet is Attachment #2 to these minutes.

Motion passed unanimously on a roll call vote.

APPROVAL OF RESOLUTION ADOPTING PLANS, SPECS & FORM OF CONTRACT—TECH CENTER—ANKENY

A motion was made by T. Nemmers, seconded by D. Bendixen, that the Board approve the Resolution adopting proposed plans, specifications and form of contract for the Technology Center, Ankeny Campus, and that a Public Hearing be held May 20, 1986, 5:00 p.m., DST, in Building 1, Room 30, Ankeny Campus. Attachment #3.

Motion passed unanimously on a roll call vote.
APPROVAL OF RESOLUTION FIXING DATE FOR RECEIPT OF BIDS— These minutes which establishes May 15, 1986, 2:00 p.m., DST, as the date and time for receipt of bids for the Technology Center, Ankeny Campus.

Motion passed unanimously.

APPROVAL OF RESOLUTION ADOPTING PLANS, SPECS & FORM OF CONTRACT— LAKESIDE DEVELOPMENT PROJECT—ANKENY

It was moved by E. Leonard, seconded by L. Courter, that the Board approve the Resolution included as Attachment #4 to these minutes which establishes May 15, 1986, 2:00 p.m., DST, as the date and time for receipt of bids for the Technology Center, Ankeny Campus.

Motion passed unanimously.

APPROVAL OF RESOLUTION Fixture DATE FOR RECEIPT OF BIDS— LAKESIDE DEVELOPMENT PROJECT—ANKENY

A motion was made by L. Courter, seconded by S. Clouser, that the Board approve the Resolution adopting proposed plans, specifications and form of contract for the Lakeside Development Project, Ankeny Campus, and that a Public Hearing be held May 20, 1986, Building 1, Room 30, Ankeny Campus, 5:00 p.m., DST. A copy of said Resolution is Attachment #5 to these minutes.

Motion passed unanimously.

APPROVAL OF RESOLUTION FIXING DATE FOR RECEIPT OF BIDS—LAKESIDE DEVELOPMENT PROJECT—ANKENY

It was moved by T. Nemmers, seconded by D. Bendixen, that the Board approve the Resolution included as Attachment #6 to these minutes, which establishes May 15, 1986, 3:00 p.m., DST, as the date and time for receipt of bids for the Lakeside Development Project, Ankeny Campus.

Motion passed unanimously.

APPROVAL OF RESOLUTION FIXING DATE FOR RECEIPT OF BIDS—BOONE CAMPUS BOILER & PUMP INSTALLATION

A motion was made by E. Leonard, seconded by T. Nemmers, that the Board approve the Resolution adopting proposed plans, specifications and form of contract for the Academic Building boiler and pump installation, Boone Campus, and that a Public Hearing be held May 20, 1986, Building 1, Room 30, 5:00 p.m., DST. A copy of said Resolution is Attachment #7 to these minutes.

Motion passed unanimously on a roll call vote.

APPROVAL OF RESOLUTION FIXING DATE FOR RECEIPT OF BIDS—BOONE CAMPUS BOILER & PUMP INSTALLATION

It was moved by D. Bendixen, seconded by T. Nemmers, that the Board approve the Resolution included as Attachment #8 to these minutes which establishes May 16, 1986, 2:00 p.m., DST, as the date and time for receipt of bids for the Boone Campus Academic Building boiler and pump installation.

Motion passed unanimously.

APPROVAL OF OFFER TO PURCHASE CARROLL STUDENT CONSTRUCTED HOUSE

There was a motion by S. Clouser, seconded by L. Courter, that the Board approve the offer to purchase the student constructed house at 733 San Salvador Avenue, Carroll, in the amount of $73,000, with possession date August 1, 1986; buyer paying $1,000 on acceptance of offer, and $600 per month until possession date, all of which will apply to the sale price.

Motion passed unanimously.
PUBLIC COMMENTS
Dianne Sharp, Instructor, Surgical Technologist program addressed the Board regarding her support of the program, and concerns on discontinuance of the program Fall semester, 1986. Her comments are included as Attachment #9 to these minutes. Questions and a brief discussion followed the address.

APPROVAL OF MINUTES
E. Leonard moved that the minutes of the March 4, 1986, special and regular meetings, and the April 10, 1986, special meeting be approved; seconded by T. Nemmers.

Motion passed unanimously.

NEW JOB TRAINING AGREEMENTS
No New Job Training Agreements were presented.

APPROVAL OF 28E AGREEMENT-STATE OF IOWA-COMMUNICATION SERVICES
A motion was made by L. Courter, seconded by D. Bendixen, that the Board approve the 28E Agreement with the State of Iowa for Communication Services. Five affirmative votes were received from Board members polled on March 25 and 26, 1986. A copy of said Agreement is Attachment #10 to these minutes.

Motion passed unanimously.

APPROVAL OF 28E AGREEMENT-EDA PUBLIC WORKS IMPACT AREA
T. Nemmers moved that the Board ratify the poll taken at the April 10, 1986, Board Meeting, regarding entering into a Des Moines to Ankeny E.D.A. Public Works Impact Area and/or Special Impact Area Chapter 28E Agreement, between the City of Des Moines, City of Ankeny, Polk County and DMACC. Motion seconded by L. Courter. A copy of said Agreement is Attachment #11 to these minutes.

Motion passed unanimously.

APPROVAL OF 28E AGREEMENT-CARROLL COMMUNITY SCHOOL DISTRICT
There was a motion by S. Clouser, seconded by E. Leonard, that the Board approve the 28E Agreements between DMACC and the Carroll Community School District for Automotive Technology, Principles of Technology and Construction Trades program. A copy of said Agreements is Attachment #12 to these minutes.

Motion passed unanimously.

APPROVAL OF DMACC FOUNDATION BOARD MEMBERSHIPS
A motion was made by S. Clouser, seconded by L. Courter, for approval of the following memberships to the DMACC Foundation Boards:

BOONE - Al C. Jensen, President Hallett Construction, Boone
CARROLL - Jim Pietig, President/Manager, Pepsi Cola Bottling Co. of Carroll, Carroll
Bill Hess, President, Iowa Savings Bank, Coon Rapids
Claus Bunz, Attorney, Manning

Motion passed unanimously.
APPROVAL OF INSURANCE TRUST AGREEMENT & DECLARATION

It was moved by L. Courter, seconded by D. Bendixen, that the proposed changes in the Self-Funded Benefit Plan Trust Agreement and Declaration of Trust be approved as presented in Attachment #13 to these minutes.

Motion passed unanimously.

APPROVAL OF HUMAN RESOURCES REPORT

D. Bendixen made a motion which was seconded by E. Leonard, that the Board approve the following personnel items:

Contract Changes

Loss, Florence, Instructor-Psychology, Urban Campus. From 60% nine-months to 100% nine-months. Annual salary $20,006. Effective August 26, 1986. Continuing contract with Certified Faculty-full status.

Rhoades, Sandra, Lab Assistant-Child Care, Public & Human Services. From Grade 10 to Grade 11. Annual salary $11,552. Effective August 26, 1986. Employment agreement with Professional staff.

Sheets, Judith, Instructor-Dental Assistant, Health Services & Sciences. To be paid $49.44/day from April 1 through May 9, 1986. Temporarily assuming duties of program chairperson.


Resignations


Long Term Leave of Absence


New Personnel


Motion passed unanimously.

APPROVAL OF PAYABLES

A motion for approval of the payables as presented in Attachment #14 to these minutes was made by E. Leonard, seconded by D. Bendixen.

Motion passed unanimously.
PRESENTATION OF FINANCIAL REPORT
Irv Steinberg, Controller, presented the March 31, 1986 Financial Report, a copy of which is included as Attachment #15 to these minutes.

*DIRECTOR ROWEN ARRIVES

SUPERINTENDENT'S REPORT
Dr. Borgen reported that many people visited the Campus during 'China Week', that faculty and staff had done an outstanding job putting it together and were to be commended.

Announcement has been made that DMACC has been selected to receive a $100,000 grant, over a two year period, for the Career Beginnings program.

Three awards were presented to DMACC at the ACCJC National Convention April 14 in Orlando, FL. The DMACC/Greyhound project received top honors in national competition and DMACC shared in the General Motors ASEP and Northwestern Bell projects awards.

ADJOURNMENT
A motion for adjournment was made by E. Leonard, seconded by T. Nemmers.

Motion passed unanimously and at 7:00 p.m., Board President Risdal adjourned the meeting.

JASPER M. RISDAL, President

HELEN M. MINOR, Board Secretary
<table>
<thead>
<tr>
<th>Bidders</th>
<th>Base Bid</th>
<th>Bid Security</th>
</tr>
</thead>
<tbody>
<tr>
<td>Central Iowa Heating</td>
<td>$61,329</td>
<td>Yes</td>
</tr>
<tr>
<td>A.C.I. Mechanical (Bid Withdrawn)</td>
<td>$6,550.</td>
<td>Yes</td>
</tr>
<tr>
<td>Accurate Mechanical</td>
<td>$63,600</td>
<td>Yes</td>
</tr>
<tr>
<td>Dahl Air Conditioning</td>
<td>$67,321</td>
<td>Yes</td>
</tr>
<tr>
<td>Stephanie and Company</td>
<td>$69,993</td>
<td>Yes</td>
</tr>
<tr>
<td>ABC Electric</td>
<td>$70,502</td>
<td>Yes</td>
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</tbody>
</table>
## DES MOINES AREA COMMUNITY COLLEGE UNDERGROUND PIPE VAULT MARCH 26, 1986 2:00 p.m.

<table>
<thead>
<tr>
<th>BIDDERS</th>
<th>BASE BID</th>
<th>BID SECURITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stephanie and Company</td>
<td>$48,166.</td>
<td>Yes</td>
</tr>
<tr>
<td>A.C.I. Mechanical</td>
<td>$52,400.</td>
<td>Yes</td>
</tr>
<tr>
<td>Central Iowa Heating</td>
<td>$55,386.</td>
<td>Yes</td>
</tr>
<tr>
<td>Stewart Thompson</td>
<td>$55,995.</td>
<td>Yes</td>
</tr>
<tr>
<td>Accurate Mechanical</td>
<td>$57,579.</td>
<td>Yes</td>
</tr>
</tbody>
</table>
RESOLUTION ADOPTING PROPOSED PLANS
AND SPECIFICATIONS AND FORM OF
CONTRACT FOR THE LAKESIDE DEVELOPMENT
PROJECT, ANKENY CAMPUS

RESOLVED, that proposed plans, specifications, form of contract, and estimated costs, for the Lakeside Development Project; Ankeny Campus, are hereby adopted and placed on file in the office of the Secretary of the Board of Directors. Before any contract incorporating said plans and specifications can be issued, it is necessary to hold a public hearing thereon.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE DES MOINES AREA COMMUNITY COLLEGE, that at a meeting of the Board to be held at 5:00 p.m., on the 20th day of May, 1986, in Building 1, Room 30, Ankeny, Iowa this Board will hold a Public Hearing on the matter of the adoption of plans and specifications, form of contract, and estimated costs now on file in the office of the Secretary of the Board of Directors.

BE IT FURTHER RESOLVED that the Secretary of the Board of Directors give notice of said public hearing as required by law.

PASSED AND APPROVED THIS 22ND DAY OF APRIL, 1986.

President, Board of Directors

ATTEST:

Secretary, Board of Directors
RESOLUTION FIXING DATE FOR RECEIPT OF BIDS
FOR THE LAKESIDE DEVELOPMENT PROJECT, ANKENY CAMPUS

RESOLVED, the sealed proposals for the Lakeside Development Project, Ankeny Campus, will be received at Building 1, Room 30, Ankeny Campus, 2006 S. Ankeny Blvd., Ankeny, Iowa, until 3:00 p.m. Central Daylight Savings Time, May 15, 1986, at which time and place said bids will be publicly opened and read aloud.

BE IT FURTHER RESOLVED that the Secretary of the Board of Directors give notice of said letting as required by law.

PASSED AND APPROVED THIS 22ND DAY OF APRIL, 1986.

President, Board of Directors

ATTEST:

Secretary, Board of Directors
COPY OF ADVERTISEMENT
Exhibit “A”

STATE OF IOWA

POLK COUNTY

SS.

The undersigned, being first duly sworn, on oath states that he/she is the Classified Auditing Supervisor of Des Moines Register and Tribune Company, a corporation duly organized and existing under the laws of the State of Iowa, with its principal place of business in Des Moines, Iowa, the publisher of THE DES MOINES REGISTER (Daily) DES MOINES SUNDAY REGISTER newspapers of general circulation printed and published in the City of Des Moines, Polk County, Iowa; and that an advertisement, a printed copy of which is attached as Exhibit “A” and made a part of this affidavit, was printed and published in The Des Moines Register (daily) the following dates

April 29, May 6, 1986

in Des Moines Sunday Register on

The affiant states that all of the facts set forth in the foregoing affidavit are true as he/she verily believes.

Subscribed and sworn to before me by said affiant this 14th day of May, 1986.

Notary Public in and for Polk County, Iowa

Mary E. Holman
RESOLUTION ADOPTING PROPOSED PLANS AND SPECIFICATIONS AND FORM OF CONTRACT FOR THE ACADEMIC BUILDING BOILER AND PUMP INSTALLATION, BOONE CAMPUS

RESOLVED, that proposed plans, specifications, form of contract, and estimated costs, for the installation of the Academic Building Boiler and Pump Installation, Boone Campus, are hereby adopted and placed on file in the office of the Secretary of the Board of Directors. Before any contract incorporating said plans and specifications can be issued, it is necessary to hold a public hearing thereon.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE DES MOINES AREA COMMUNITY COLLEGE, that at a meeting of the Board to be held at 5:00 p.m., on the 20th day of May, 1986, in Building 1, Room 30, Ankeny, Iowa, this Board will hold a Public Hearing on the matter of the adoption of plans and specifications, form of contract, and estimated costs now on file in the office of the Secretary of the Board of Directors.

BE IT FURTHER RESOLVED that the Secretary of the Board of Directors give notice of said public hearing as required by law.

PASSED AND APPROVED THIS 22ND DAY OF APRIL, 1986.

[Signature]
President, Board of Directors

ATTEST:

[Signature]
Secretary, Board of Directors
RESOLUTION FIXING DATE FOR RECEIPT OF BIDS FOR THE ACADEMIC BUILDING BOILER AND PUMP INSTALLATION, BOONE CAMPUS

RESOLVED, the sealed proposals for the Academic Building Boiler and Pump Installation, Boone Campus will be received at Building 1, Room 30, Ankeny Campus, 2006 S. Ankeny Blvd., Ankeny, Iowa, until 2:00 p.m. Central Time, May 16, 1986, at which time and place said bids will be publicly opened and read aloud.

BE IT FURTHER RESOLVED that the Secretary of the Board of Directors give notice of said letting as required by law.

PASSED AND APPROVED THIS 22ND. DAY OF APRIL, 1986.

ATTEST:

[Signature]
Secretary, Board of Directors

[Signature]
President, Board of Directors
STATE OF IOWA

POLK COUNTY

The undersigned, being first duly sworn, on oath states that he/she is the

Classified Auditing Supervisor

of Des Moines Register and Tribune Company, a corporation duly organized and
existing under the laws of the State of Iowa, with its principal place of business in
Des Moines, Iowa, the publisher of

THE DES MOINES REGISTER (Daily)

DES MOINES SUNDAY REGISTER

newspapers of general circulation printed and published in the City of Des Moines,
Polk County, Iowa; and that an advertisement, a printed copy of which is attached
as Exhibit "A" and made a part of this affidavit, was printed and published in

The Des Moines Register (daily) the following dates

April 25, May 2, 1986

in Des Moines Sunday Register on

The affiant states that all of the facts set forth in the foregoing affidavit are
true as he/she verily believes.

Subscribed and sworn to before me by said affiant this 14th day of
May 1986

Notary Public in and for Polk County, Iowa

Mary E. Helm"
When I first knew I might be able to speak at this board meeting, I planned to present evidence and arguments against the proposed closure of the Surgical Technologist program. However, one week ago I was informed that decision had been made at the last board meeting.

I still feel I must address that issue in talking with you this evening. I have two major concerns about the decision to close the tech program.

First, I feel when a decision of such major importance to a program is being considered, the public should be informed so the decision you make can be based on all the facts related to that program. Two weeks before I received my contract termination notice, I was assured there were no plans to close any programs this year.

Second, any decision like this should be made well in advance so all prospective students can be informed before they have invested a great deal of time and money and early enough so they can gain admission in another program or school of their choice.

From what I understand, your decision to close this program was based on three "facts." I would like to look at each of those "facts" for a moment.

Fact #1 - Low student enrollment - Several DMACC programs have encountered this problem, including some other health problems. This current school year we started with only eight students. At the present time there are only six students still in the program. I am also concerned about these low numbers. However, there are other programs on campus with chronically low enrollment. Surgical Technology, on the other hand, has never had a class this small. Last year we began the year with seventeen of a possible twenty students. Each year before that had a full class with a sizeable waiting list. By the start of the 1986-87 year, we would have had ten to twelve full time students ready to enter with all prerequisites completed. I feel a decrease in recruitment efforts has had an impact on
the numbers of students enrolled in the health programs. I have many
recruitment ideas I would implement this summer and next fall to help
ensure adequate class size in the future.

Fact #2 - Lack of jobs for graduates in this area - True, there
are not as many technician jobs in the Des Moines area now as there were
five years ago but there are still some jobs available for those who
are willing to work hard to get them. Fewer Des Moines hospitals employ
Surgical Technologists in the operating room. However, 80% of last year's
class got jobs as technicians, 40% in the Des Moines area.

There are also jobs in hospital central supply departments requiring
a Surgical Technologist's education; outpatient surgery centers hire
Surgical Technologists; one local obstetrical department hires technologists.
There are private scrub positions and positions in doctors' offices and
dental offices for Surgical Technologists. There are also jobs in other
Iowa communities as well as other states that are crying for technologists -
Arizona, Texas, Florida, Illinois, and Missouri for example. I realize
we are a community college but not all graduates want to stay in Des Moines.

One argument against Surgical Technologists is that only Registered Nurses
are being hired in the operating room. Other parts of the country have had
all R.N. O.R.s and have changed back to hiring technologists because of a
lack of qualified R.N.s and the additional expense in hiring all R.N.s versus
some R.N.s and some technologists.

There is pending state legislation dealing with the assignment of roles
in the operating room. However, this legislation will not eliminate the
technologist from the operating room but will more accurately define the R.N.'s
role in surgery and allow the R.N. to be covered by malpractice insurance in
the job of the first assistant to the surgeon.
Fact #3 - If prospective students want to work in surgery, they can become nurses and then work in surgery. Many students come to our program because they don't want to go to a two, three, or four year nursing program or they don't feel they could successfully complete a nursing program. After finishing the technician training, some choose to continue with nursing, perhaps right away or after some job experience.

Also, most nursing programs today do not have any or very little surgery experience included. Even the nursing programs at DMACC have only a few days of observation in the operating room - not nearly enough to make a competent OR employee without an expensive, lengthy orientation. As a matter of fact, the past few years we have had at least one R.N. or L.P.N. enrolled in part or all of the technician program to get needed surgical knowledge and experience.

I feel such a late decision to close this program is a disservice to the prospective students who have completed one or two semesters of prerequisites toward final acceptance. They have invested the time and money in classes they may not now need. Some have moved or planned to move their families to this area specially for this program. A decision this year to accept only one more class would have been more considerate of those students' needs.

I understand funding cuts necessitate cuts in expenses. However, why couldn't a decrease in program expenses have been made in several programs instead of complete closure of only one program. With a decrease in the class size, a staff cut from two full-time twelve month employees and three part-time employees to one full-time twelve month and one full-time nine month employee could be made. Then, if finances improved or if the need for technicians greatly increased, the program size could be increased. Also, if the job market became worse for the technologist, a future program cut could still be made.

I really hate to see DMACC close such an excellent program. In the last three years we have received national accreditation. All our graduates for the past two years have passed their national certification exam. Previous employers call us looking for more graduates.
I have one last comment to make. As you probably realized, I am not making a purely unselfish plea. With closure of the Surgical Technologist program I lose a job. It's a job I like. I enjoy working with students and most of them like having me as their instructor. I'm proud to work for Des Moines Area Community College. I work hard, have enthusiasm and a sense of pride in my work. I am a loyal supporter of the College, something you shouldn't disregard so easily.

However, I came to talk with you because I really believe in Surgical Technologists in the operating room. I've worked in surgery for several years. I've worked with many excellent technicians - most of them from DMACC. I have found the good techs are the ones who train the new R.N.s to scrub for surgery. In a well-organized, efficient O.R., Surgical Technologists and R.N.s work side-by-side with the surgeon for the best patient care. If Des Moines Area Community College doesn't train those technicians, who will?

Dianne Sharp, Instructor
Surgical Technology Program
Section 1. Agreement. This document establishes and governs the creation and operation of a communications service agreement between the State of Iowa, Department of General Services, hereinafter specified as "State" and the Des Moines Area Community College, hereinafter specified as "the College".

Section 2. Legal Status. The agreement is a voluntary joint undertaking of the State and the College, both public agencies of Iowa, as authorized by Chapter 28E of the Code of Iowa. It is not the intent of the State or College to create a new legal entity.

Section 3. Commencement of Operations. The terms of this Agreement shall commence not later than March 31, 1986, following the filing of the Agreement with the Secretary of the State of Iowa, and with the Polk County Recorder, as required by Section 28E.8 of the Code of Iowa.

Section 4. Duration. The duration and existence of this agreement shall be until January 1, 1988, or until extended by the parties as may be permitted by law.

Section 5. Purpose. This Agreement is executed for the purpose of assisting and serving the College in providing a unified and highly cost efficient approach to the telecommunications needs of the College.

Section 6. Powers. The State and the College may do all things necessary to carry out the provisions of this Agreement not in conflict with law.

Section 7. Duties. The State and College may provide telecommunications support and services. The State and College may adopt written procedures, supplementary agreements and other terms designed to carry out this Agreement. The procedures, agreements, and terms are subject to approval of the appropriate governing body or official and shall be filed with such body or official.

Section 8. Financing. The State and the College may accept, individually or jointly, and expend funds from state or local government sources, as well as from private or other public sources. Funds available are subject to appropriation or approval otherwise required, and subject to budget procedures of the State and the College.

Section 9. Withdrawal from Agreement. The State or the College may withdraw from the agreement upon approval of a resolution of withdrawal by the appropriate governing body or official. Withdrawal shall be effective not less than sixty days from the time of approval of the withdrawal resolution after written notice of the approval of such resolution.
Section 10. Records. The members party to the agreement shall prepare such rules, procedures, and terms as may be necessary and keep such records as are necessary to provide the members with appropriate information to carry out the agreement and inform the public of the proceedings taken under the agreement.

Section 11. Amendment. The terms of this agreement may be amended by the members of the agreement subject to approval by the appropriate governing body or official.

This agreement is duly executed this 20th day of March, 1986, pursuant to the authority vested in the State and the College and which signatory does bind the State and the College.

By

Joe Borgen, President

Des Moines Area Community College

By

Director of the Department of General Services

STATE OF IOWA )
COUNTY OF POLK)

On this 20th day of March, 1986, before me the undersigned Notary Public, did appear the representatives of State of Iowa and the Des Moines Area Community College, as above identified, who did acknowledge that they executed the above and foregoing as their voluntary act as witness by hand and Notarial Seal.

JOAN HUSS

Notary Public

VIII.10.5-6
ATTACHMENT #11
Regular Meeting
April 22, 1986
Page 1 of 28

DES MOINES TO ANKENY
E.D.A. PUBLIC WORKS IMPACT AREA AND/OR SPECIAL
IMPACT AREA CHAPTER 28E AGREEMENT

THIS AGREEMENT is made and entered into as of this 11th day
of April, 1986, by and between the City of Des Moines, Iowa,
("Des Moines"), the City of Ankeny, Iowa ("Ankeny"), the County
of Polk, Iowa ("Polk County") and the Des Moines Area Community
College ("DMACC").

IN WITNESSETH:

WHEREAS, the Public Works and Economic Development
Act of 1965 (42 U.S.C. 3131 et. seq.) (the "Act"), provides
assistance to areas with substantial and persistent under­
development so as to alleviate the conditions of eco­

WHEREAS, a contiguous area composed of a portion of Des
Moineso, Ankeny and unincorporated Polk County, which area includes
the Ankeny campus of DMACC and is shown on Exhibit "A", may be
eligible for designation under the Act as a Public Works Impact
Area and/or Special Impact Area ("Area") which entitles certain
projects in the Area to receive federal funds from the Economic
Development Administration of the U.S. Department of Commerce
("EDA"); and

WHEREAS, DMACC desires to obtain EDA funds which are avail­
able for Area projects to support development of its Golden
Circle Center for Business Development, a Small Business
Incubator Project, described on Exhibit "B" (the "DMACC Small
Business Incubator Project"); and

WHEREAS, the pre-application process for such designation
and funding requires the elected officials of the cities and
county in the area to be designated to submit a letter of endorse­ment
for this project and on official request to designate this
area as a Public Works Impact Area and/or Special Impact Area; and
STATE OF IOWA

POLK COUNTY

SS.

The undersigned, being first duly sworn, on oath states that he/she is the
Classified Auditing Supervisor
of Des Moines Register and Tribune Company, a corporation duly organized and
existing under the laws of the State of Iowa, with its principal place of business in
Des Moines, Iowa, the publisher of

THE DES MOINES REGISTER (Daily)

DES MOINES SUNDAY REGISTER

newspapers of general circulation printed and published in the City of Des Moines,
Polk County, Iowa; and that an advertisement, a printed copy of which is attached
as Exhibit “A” and made a part of this affidavit, was printed and published in

The Des Moines Register (daily) the following dates

April 25, May 2, 1986

in Des Moines Sunday Register on


The affiant states that all of the facts set forth in the foregoing affidavit is
true as he/she verily believes.

Subscribed and sworn to before me by said affiant this 14th
day of May, 1986

Notary Public in and for Polk County, Iowa
RESOLUTION ADOPTING PROPOSED PLANS
AND SPECIFICATIONS AND FORM OF
CONTRACT FOR THE TECHNOLOGY CENTER,
ANKENY CAMPUS

RESOLVED, that proposed plans, specifications, form of
contract, and estimated costs, for the Technology Center,
Ankeny Campus, are hereby adopted and placed on file in
the office of the Secretary of the Board of Directors.
Before any contract incorporating said plans and specifica-
tions can be issued, it is necessary to hold a public
hearing thereon.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS
OF THE DES MOINES AREA COMMUNITY COLLEGE, that at a meeting
of the Board to be held at 5:00 p.m., on the 20th day of
May, 1986, in Building 1, Room 30, Ankeny, Iowa, this
Board will hold a Public Hearing on the matter of the
adoption of plans and specifications, form of contract,
and estimated costs now on file in the office of the
Secretary of the Board of Directors.

BE IT FURTHER RESOLVED that the Secretary of the Board of
Directors give notice of said public hearing as required
by law.

PASSED AND APPROVED THIS 22ND DAY OF APRIL, 1986.

[Signature]
President, Board of Directors

ATTEST:

[Signature]
Secretary, Board of Directors
RESOLUTION FIXING DATE FOR RECEIPT OF BIDS FOR THE TECHNOLOGY CENTER, ANKENY CAMPUS

RESOLVED, the sealed proposals for the Technology Center, Ankeny Campus, will be received at Building 1, Room 30, Ankeny Campus, 2006 S. Ankeny Blvd., Ankeny, Iowa, until 2:00 p.m., Central Daylight Saving Time, May 15, 1986, at which time and place said bids will be publicly opened and read aloud.

BE IT FURTHER RESOLVED that the Secretary of the Board of Directors give notice of said letting as required by law.

PASSED AND APPROVED THIS 22ND DAY OF APRIL, 1986.

[Signature]
President, Board of Directors

ATTEST:

[Signature]
Secretary, Board of Directors
WHEREAS, the initial designation of the Area as a Public Works Impact Area and/or Special Impact Area shall be effective for a three year period and shall be automatically renewed thereafter so long as the Area continues to meet the criteria for designation and as a consequence of such designation the State of Iowa or any political subdivision or any private or public non-profit organization or association representing such Area or any part thereof may apply for EDA funds for an eligible project within the Area; and

WHEREAS, Des Moines supports the DMACC Small Business Incubator Project and is willing to request designation of the Area as a Public Works Impact Area and/or Special Impact Area and to support DMACC's application for EDA funding for said project; provided, however, no other project within the Area shall be submitted for EDA funding without first being presented to and approved by the City Council of Des Moines; and

WHEREAS, in order to accomplish this the parties have entered into this Agreement under the authority granted them by the Constitution and laws of the State of Iowa, including but not limited to Chapter 28E, Code of Iowa.

NOW, THEREFORE, in consideration of the mutual premises hereinabove and hereinafter stated, the parties agree as follows:

Section 1. Subject to Section 4, Des Moines, Ankeny and Polk County request EDA to designate the area shown on Exhibit "A" as a Public Works Impact Area and/or Special Impact Area. The parties shall cooperate in good faith to develop the data to support the request for designation. No modification to the boundaries of the Area shall be made without the consent of the governing bodies of Des Moines, Ankeny and Polk County.

Section 2. Des Moines, Ankeny and Polk County endorse and
support the application by DMACC for EDA funds for the DMACC Small Business Incubator Project substantially in the form set forth in Exhibit B.

Section 3. Ankeny, Polk County and DMACC each covenant and agree that it will not submit an application to EDA or any successor agency for funds for any project in the Area and will not endorse to EDA or any successor agency any such application, unless and until such project has first been presented to and endorsed by the City Council for Des Moines.

Section 4. In the event that EDA determines that the condition contained in Section 3 of this Agreement is contrary to federal law or unacceptable to EDA, or EDA or any successor agency otherwise processes or approves applications for funding for projects within the Area which have not been endorsed by the City Council for Des Moines, then the request of Des Moines for such designation of the Area and the endorsement by Des Moines of the DMACC Small Business Incubator Project shall be considered of no force and effect and void ab initio.

Section 5. This Agreement shall be in full force and effect upon its approval and execution by all parties and upon the filing of an executed counterpart with the Secretary of State for the State of Iowa and upon recording an executed counterpart thereof in the Office of the Recorder for Polk County, Iowa, at the expense of DMACC. This Agreement shall remain in effect for so long as the designation of the Area as a Public Works Impact Area and/or Special Impact Area remains in effect or the request therefor is outstanding.

Section 6. No separate legal or administration entity is created by this Agreement.

Section 7. All federal funds received by any of the parties hereto in accordance with this Agreement and any real or personal
property acquired with the proceeds thereof shall be the property of such party alone.

Section 8. This Agreement can only be amended in writing executed by all parties.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed, attested, sealed and delivered in six counterparts each of which shall be but one and the same.
STATE OF IOWA  )  ss:  
COUNTY OF POLK  )

On this 11th day of April, 1986, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared John Dorrian and Donna V. Boetel-Baker, to me personally known, who, being by me duly sworn, did state that they are the Mayor and City Clerk, respectively, of the City of Des Moines, Iowa; the seal affixed hereto is the seal of said City; that said instrument was signed and sealed on behalf of said City by authority of its City Council and that the said John Dorrion and Donna V. Boetel-Baker acknowledged the execution of said instrument to be the voluntary act and deed of said City, by it and by them voluntarily executed.

Carolyn Stewart  
Notary Public in and for the State of Iowa

STATE OF IOWA  )  ss:  
COUNTY OF POLK  )

On this 11th day of April, 1986, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Ollie Weigel and Joann Goins, to me personally known, who, being by me duly sworn, did state that they are the Mayor and City Clerk, respectively, of the City of Ankeny, Iowa; the seal affixed hereto is the seal of said City; that said instrument was signed and sealed on behalf of said City by authority of its City Council and that said Ollie Weigel and Joann Goins acknowledged the execution of said instrument to be the voluntary act and deed of the City, by it and by them voluntarily executed.

Virginia Bottino  
Notary Public in and for the State of Iowa

STATE OF IOWA  )  ss:  
COUNTY OF POLK  )

On this 11th day of April, 1986, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Martha Willits and Ned Chiodo, to me personally known, who, being by me duly sworn, did state that they are the Vice-Chairman of the Board of Supervisors and County Auditor, respectively of the County of Polk, Iowa; the seal affixed hereto is the seal of said County; that said instrument was signed and sealed on behalf of said County by authority of its Board of Supervisors and that said Martha Willits and Ned Chiodo...
acknowledged the execution of said instrument to be the voluntary act and deed of the County, by it and by them voluntarily executed.

\[Signature\]

Notary Public in and for the State of Iowa

STATE OF IOWA )
COUNTY OF POLK ) ss:

On this 10th day of April, 1986, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Jasper Risdal and Helen Minor, to me personally known, who, being by me duly sworn, did state that they are the President and Secretary of the Board of Directors of the Des Moines Area Community College, respectively; that Des Moines Area Community College has no seal; that said instrument was signed on behalf of said Des Moines Area Community College by authority of its Board of Directors and that said Jasper Risdal and Helen Minor acknowledged the execution of said instrument to be the voluntary act and deed of the Des Moines Area Community College, by it and by them voluntarily executed.

\[Signature\]

Notary Public in and for the State of Iowa
DESCRIPTION

GOLDEN CIRCLE CENTER FOR
BUSINESS DEVELOPMENT

Des Moines Area Community College

"A Community-Based Small Business Incubator Project"

April 3, 1986

Submitted to: City of Des Moines

From: Dr. Joseph Borgen
President
Des Moines Area Community College
964-6260

Ann L. Schodde
Vice President, Development Services
Des Moines Area Community College
964-6570
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By 1983 over 9.2 million people were self-employed prompting some to call the 1980's the most entrepreneurial decade in the century. However, during the same period, 1,577 businesses in Iowa filed for bankruptcy and, according to statistics from Iowa Job Service, in 1983 7,764 new businesses were started and 7,828 businesses were terminated. In 1984, 8,041 new businesses or successors were started; and 8,395 businesses were terminated. However, in Central Iowa, firms under 500 employees still constitute the vast majority of businesses.

National studies show firms under 500 employees spin off ten times more new firms than firms employing over 500. Smaller firms provide a better nucleus of creativity and source of entrepreneurs. An essential activity that will assist economic recovery in Iowa is to build adequate support (financial, physical space and training assistance) to encourage small business development and reverse the trend of small business failure.

Further studies show that it is critical to assist small business when they are at the initial operations stage—when a business needs additional space, personnel and equipment. At this stage, personal finances are usually exhausted. The availability of a small business incubator can mean the difference between success and failure.

Understanding this need, on November 21, 1985, the Des Moines Area Community College, Ankeny, Iowa, created a regional community-based, non-profit small business incubator project. The area to be served by this project is the eleven county legislative district of the Des Moines Area Community College. (Appendix I) The incubator is located on the DMACC campus in Ankeny in five existing campus buildings totaling 66,000 sq. ft. Occupancy of the space will be phased in over a two year period of time. The DMACC Board of Trustees approved incorporation of the incubator which is now leased by the college to a non-profit
corporation, "The Golden Circle Center for Business Development". A separate
governing board has been elected. (Appendix 2) The college has approved plans
for renovation of the facilities for a total cost of $225,000.

The overall purpose of the project is to provide low cost physical
facilities and support services to new or fledging businesses in order to
develop new products and jobs in central Iowa. It is projected that 25 new
businesses and 500 new jobs will be created by June 1, 1989. Funding for this
activity is being achieved through both private and government funds.

The Center is managed through the Economic Development Group, a division
of DMACC, headed by the Vice President for Economic Development. Once hired,
the manager of the center will report to the Golden Circle Center for Business
Development Board of Directors and on a daily basis be supervised by the Vice
President for Economic Development.

Currently, two small businesses each with new technology oriented products
reside in the Center. A third will occupy the Center by May 1. Twenty-two
companies have applied. Forty have expressed interest. Examples of applicants
include:

* Cross Technologies Corporation is a research, development
and marketing firm specializing in utilization of new and
innovative applications of technological advancements.
Currently based in a 21,000 square foot facility in
Ankeny, Iowa, cross markets both nationally and inter-
nationally. Research laboratories, final assembly,
testing and distribution are managed from this headquarters.

* DATAGAS, INC. is a new corporation formed to market petroleum
products in a unique, instant-access, self-service manner
activated by a DATAGAS card. Transactions will be processed
through point-of-sale terminals utilizing proprietary credit
cards. It is anticipated there will be plans to establish
thirty DATAGAS depots by the end of the first year of opera-
tion and sixty units per year in the following four years.
Direct company operations will be centered in Iowa and the
contiguous cities, with eventual expansion beyond this
territory, potentially an international basis.
A new technological service that allows information to be transferred via satellite for both business and educational application. The new technology will reduce communication costs by 75-85% over the present use of conventional telephone lines and will increase efficiency in the transfer of information to the users. At the present time, this company is the only company that can offer this service at a reduction in cost to the consumer.

Twenty-two additional prospective tenants have filed a business plan with the Golden Circle Center for Business Development Incubator. They include companies that will:

* Design, manufacture and distribute a blower door for use by general contractors or homeowners. The equipment is a tool used in diagnosing the energy loss in a building.

* Assemble parts for an adjustable manhole riser. The product will change the elevation of manhole castings in city streets and will be sold to Directors of Public Works, Consulting Engineers and Asphalt Contractors.

II. ECONOMIC IMPACT - CITY OF DES MOINES

As an officially designated Economic Development Project, the incubator will have the following Economic Impact for Des Moines and the Golden Circle. When implemented this project will:

* Create immediate jobs through remodeling and construction

* Create up to 150 new jobs (six new companies) in 18 months

* Stimulate small business growth and development in the Des Moines area (Over 60% of current 40 employees live in Des Moines)

* Provide opportunities for DMACC to work with the City of Des Moines on additional cooperative economic development projects utilizing EDA monies

III. OBJECTIVES

This Project will:

1. Provide a comprehensive regional economic small business development project, focused on public/private cooperation, based at a community college.

2. Promote and help develop small businesses in Greater Des Moines area which in turn will increase job opportunities and job retention.
3. Demonstrate effective networks and linkages throughout central Iowa between government, business, and educational institutions which show effective use of training resources in existence throughout the educational community.

Outcomes

When implemented, this project will:

1. Encourage the development of businesses which are needed to compliment existing businesses in both urban and rural communities – particularly those that develop new technologies and create "value added" products from Iowa's agricultural base.

2. Reduce small business failures.


4. Establish a national model that can be replicated throughout the United States utilizing similar linkages: educational institutions, private enterprise, and printing non-profit organizations that serve small business.

IV. DESCRIPTION OF THE FACILITY (See Appendix 3 & 4)

1. Location: 2006 South Ankeny Blvd.
   Ankeny, IA 50021

2. The buildings were constructed in 1969 as the first stage of construction of DMACC. The buildings have been used for educational purposes including instruction, library, administration, and student services. The most recent uses have been:

   Bldg. 15 - Printing
   Bldg. 16 - Commercial Art Instructional Program
   Bldg. 17 - Electronics Instructional Program
   Bldg. 18 - Electronics Instructional Program
   Bldg. 19 - Child Care Instructional Program
   Bldg. 20 - Building Trades Instructional Program and Incubator

3. Bldg. 15 --------------- 8,100 sq. ft.
   Bldg. 16 --------------- 8,100 sq. ft.
   Bldg. 17 --------------- 8,100 sq. ft.
   Link between Bldg. 17 & 18 ------ 2,000 sq. ft.
   Bldg. 18 --------------- 8,100 sq. ft.
   Bldg. 19 --------------- 11,700 sq. ft.
   Bldg. 20 --------------- 20,700 sq. ft.

   TOTAL ------------ 66,800 sq. ft.
4. Estimated Property Value

Bldg. 15 -------------------------- $ 512,000
Bldg. 16 -------------------------- 512,000
Bldg. 17 -------------------------- 512,000
Link between Bldg. 17 & 18 ------ 255,000
Bldg. 18 -------------------------- 512,000
Bldg. 19 -------------------------- 682,000
Bldg. 20 -------------------------- 1,206,000

Land - 8.0 acres @ $5,000/acre ------------------ 40,000
Site Improvements -------------------------------- 400,000

TOTAL ---------------------------------$4,631,000

5. A link between Buildings 17 & 18 is under construction and will be completed in May, 1986. This link will provide approximately 2,000 sq. ft. of shared space. Included will be a central reception and information area, secretarial/clerical area, conference room, office for the Director of the Golden Circle Center (the incubator facility), and space for a computer and copy machine.

6. The link between Building 17 and 18 will serve as a central receiving area for visitors or others needing information about the incubator facility of any of the occupants. The receiving of materials and supplies will be handled by each incubator occupant at their particular building.

7. The DMACC Campus is bounded by Hwy. 69 on the east Hwy. 160 on the south. I-35 is located one mile east of the campus. Second Avenue, which leads directly to the Des Moines central business district, is located at the southwest corner of the campus.

8. All buildings available for use as incubators are listed in item #3, but there is land available around the buildings that could be used for expansion of the buildings.

9. Hard surface, lighted, parking lots exist adjacent to the incubator buildings. Approximately 375 parking spaces are available.

10. All mechanical and electrical systems have been served on a regular basis and all repair work is current.

11. Renovation costs are directly dependent upon the requirements of the individual incubator occupants. The interior partition system is of the demountable type and thus lends itself to low costs for partition changes. We have used a "rule of thumb" estimate of $10,000 for partition changes for each occupant utilizing 5,000 sq. ft. Mechanical, electrical, heating cooling, flooring, and other finishes required by the occupant would be over and above the $10,000 mentioned above.
APPENDIX 3 & 4

Description of the Facility
GOLDEN CIRCLE CENTER
FOR BUSINESS DEVELOPMENT, INC. INCUBATOR
ANKENY, IOWA
APPENDIX 5

Incubator Eligibility Guidelines
Section 1 All requests for tenant space and leasing arrangements will be reviewed and approved by the Board of Directors.

Section 2 Tenants must meet the following criteria:

a. For-profit business entity; or
b. New, start-up business; or
c. An expanding, existing business which has been in existence for less than two years from date of application. "Expanding" will mean a business which can create new employment at a prescribed level as a condition of tenancy in the incubator, i.e., 10 new jobs within 12 months. "Existing" will mean a business in which the owner(s) have been operating the business on a more than part-time basis (more than 25 hours per week) for the previous two years; or
d. A "part-time" business venture in which the owner(s) are committing to operate on a full-time basis and as a sole source of income, not including passive investments of the owner(s), i.e., rental income, securities, etc.

Section 3 Eligible business activities shall include light manufacturing, assembly, repair, printing, wholesale distribution, research and development, or any other activity deemed appropriate by the Board of Directors and compatible with zoning, building, fire, and health codes of the City of Ankeny and Des Moines Area Community College.

Section 4 Tenancy in the Incubator will be based upon the ability of the company to create new jobs. As part of the lease agreement a job creation plan will be submitted and the tenant's lease will be reviewed annually as to their adherence to the job creation plan. Businesses which are not reaching projected job creation goals may have their leases terminated with a 90-day notice.

Section 5 Leases for Incubator space will have a maximum term of two years. The minimum term of a lease shall be six months. Leases for longer than one year will be contingent upon the company's job creation capabilities.

Section 6 A tenant who requires additional renovation work or utility hook-ups other than what is provided in the basic building layout will be expected to bear the cost of such renovation unless other arrangements are made with the Board of Directors.

Section 7 Lessee will submit quarterly financial reports at the end of March, June, September and December. Lessee should expect to hold a semi-annual review meeting with the Board of Directors. Sales levels, targeted job levels and any business plan change shall be reviewed at that time.
WHEREAS, it is the mutual desire of the parties hereto to provide youth in merged Area XI with an opportunity to make a choice and pursue career opportunities commensurate with their diversified interest and ability levels; and

WHEREAS, the Des Moines Area Community College with its highly-trained administrative and instructional staff and comprehensive student services personnel can provide these opportunities and do so in a manner so as to avoid duplication of efforts, equipment, services and costs, and offer a degree of flexibility to make it possible to achieve smooth adjustment and orderly transition from the local school to the Community College; and

WHEREAS, the parties hereto, in accordance with the provisions of Chapter 28E, and Chapter 280A.1, sub-section 5, Code of Iowa, 1971, desire to enter into an agreement to make available to youth in merged Area XI the aforesaid opportunities provided by the Des Moines Area Community College.

NOW, THEREFORE, it is mutually agreed by and between the parties as follows:

1. This joint contract shall take effect on the 1st day of July 1986, and shall be operative for the school year of 1986-87 after having been approved by each respective Board of Directors.

2. The responsibilities of the Des Moines Area Community College are as follows:

   A. Initiate and administer educational programs.
   B. Select and employ instructional staff to be used in any course offering provided.
   C. Provide the local school with a record of educational achievement earned by the student that may be used toward graduation from the local high school.
   D. In cooperation with the local school, select students to attend the educational offerings.
   E. Insist that any students admitted under this agreement observe the regulations established by the college applicable to all other students.

3. For the aforementioned services rendered by the Des Moines Area Community College, the Carroll Community school district agrees to:

   A. Reimburse to the Des Moines Area Community College the operating cost of these offerings on a per pupil basis. (Budget attached)
12. The annual utility expenses average approximately $1.30 per sq. ft. As an example, Building 15 utility costs would be $10,500 per year while the cost of the entire complex of 66,800 sq. ft. would be $86,800 annually.

13. DMACC has 24 hour, seven day a week security service. The security staff checks doors that are to be locked and walk thru all buildings looking for evidence of fire, utility or mechanical and electrical problems, and unauthorized personnel. The security staff are required to "clock in" at certain locations in all buildings within specified time periods.

V. PLAN OF OPERATION

The Golden Circle Center for Business Development will provide the following services:

Direct Services

Direct Services provided to business clients within this incubator project at no or minimal fee include:

- Business plan development
- Ancillary shipping & receiving
- Mail service
- UPS pick up & delivery
- Photocopying
- Word processing
- Centralized reception
- Phone service
- Clerical service
- Phone rental
- Forklift truck rental
- Maintenance services & bldg. mgmt.
- Microcomputer rental
- Notary public
- Furniture & equipment rental
- Mail list management
- Promotional material development
- Conference room
- Magazine library & information center
- Procurement of government contracts
- Parking
- Building security
- College library

These services are provided exclusively for the development of successful business ventures and to enhance job opportunities within the region of the Golden Circle.

Consulting Services (provided pro bono or for limited fee)

The following services will be provided by assignment or referral to cooperating local resources including the Drake University Small Business Development Center, trade associations, professional associations, SCORE, or faculty consultants at DMACC and Drake.
Cooperative Services

Additional features of this project are extensive linkage with existing community agencies and institutions that provide support services for small business development such as:

1. Cooperative marketing assistance with the Des Moines Chamber of Commerce including market analysis and development of promotional campaigns to identify domestic and international markets (BED).

2. Counseling services through two Small Business Development Centers (SBDC) located at Drake University.

3. Financial counseling and referral assistance for startup venture capital funding (SBA).

VI. SELECTION AND PROCESSING OF CLIENTS

Entry Process

Screening of clients for the small business incubator is initially processed through the Drake University Small Business Development Center (SBDC). Since 1981, the Drake SBDC, part of the College of Business Administration and the statewide network of SBDC's, has agreed to screen applicants for the small business incubator and assist with development of an appropriate business plan for applicants. Upon completion of initial screening, applications are sent to the Small Business Incubator Board. (Appendix 5)
VII. PROPOSED FUNDING REQUEST FOR 1986-87 - FWIP PROJECT - Economic Development Administration (EDA) (U.S. Department of Commerce)

<table>
<thead>
<tr>
<th>Proposal</th>
<th>Cost</th>
<th>EDA</th>
<th>Match</th>
</tr>
</thead>
<tbody>
<tr>
<td>remodel of five (5) existing buildings and five connecting links</td>
<td>$500,000</td>
<td>$400,000</td>
<td>$100,000</td>
</tr>
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</table>
APPENDIX 1

DMACC District Map

PWIP/EDA Designated Area
APPENDIX 2

Board Members
January 1986

BOARD MEMBERS
GOLDEN CIRCLE CENTER FOR BUSINESS DEVELOPMENT

Dr. Joseph Borgen, President
Des Moines Area Community College
2006 S. Ankeny Blvd.
Ankeny, IA 50021

Bob Dee
Chief Executive Officer
Holmes Murphy & Associates, Inc.
420 Kao
Des Moines, IA 50309

Dick Hermann
Attorney at Law
315 S.W. Walnut
Ankeny, IA 50021

Cary Israel, Vice President
Economic Development Group
Des Moines Area Community College
2006 S. Ankeny Blvd.
Ankeny, IA 50021

Don Lambert
Chief Executive Officer
Casey’s, Inc.
9226 NW 16th
Ankeny, IA 50021

Jim Luhrs, President
Equitable Life of Iowa
604 Locust
Des Moines, IA 50309

Bob Mann, Vice President
Brenton Banks
Capitol Square Building
400 Locust St.
Des Moines, IA 50309

Mary Riche, President
Riche & Associates
1321 Walnut St.
Des Moines, IA 50309

Ralph Schlenker
Executive Vice President
Iowa Resources
P.O. 657 - 66 Grand
Des Moines, IA 50303

Mark Threlkeld
Vice President
Economic Development
Greater DM Chamber of Commerce
800 High Street
Des Moines, IA 50307

John Wassenaar, President
Chief Financial Officer
Fareway Foods, Inc.
P.O. Box 70
Boone, IA 50036
B. Cooperate in the selection of students to attend pre-career, career, and other offerings.

C. Be responsible for any transportation involved from the local school to the Des Moines Area Community College Extension Center.

D. Approve, prior to submitting to the college, the application for admission of any student from the cooperating school district.

E. Accept the decisions of the Des Moines Area Community College administration as it relates to disciplinary action taken against students from the local school for the non-observance of regulations adopted by the college.

4. Under this Joint Contract, no separate entity is being created and all Boards of Directors participating in the educational offerings shall jointly and cooperatively act pursuant to the authority contained in Chapter 28E, Code of Iowa, 1966, jointly, to which they are separately entitled under such legislative acts. Nothing contained herein shall prevent any party hereto from applying separately for any benefit to which it may believe itself to be entitled under any act.

Approved and executed at Carroll, Iowa, the 19th day of February, 1986.

DES MOINES AREA COMMUNITY COLLEGE

BY: 

President of the Board

Secretary of the Board

Superintendent

CARROLL COMMUNITY SCHOOLS

BY: 

President of the Board

Secretary of the Board

Superintendent
**ANTICIPATED REVENUE**

Operating costs \(1,028.05 \times 20\) = $20,561.00

---

**ESTIMATED EXPENDITURES**

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Cost</th>
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<tr>
<td>510</td>
<td>Indirect Costs</td>
<td>$1,650.00</td>
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<tr>
<td>520</td>
<td>Instructional (1/2 of Instructor's Salary)</td>
<td>$10,000.00</td>
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<tr>
<td>540</td>
<td>Secretarial</td>
<td>Fringe Benefits:</td>
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<tr>
<td>592</td>
<td>FICA (7.25)</td>
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<tr>
<td>593</td>
<td>IPERS (5.75)</td>
<td>20% of $10,000 Salary</td>
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<tr>
<td>590</td>
<td>Insurance (7.0)</td>
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<tr>
<td>597</td>
<td>Unemployment Compensation</td>
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<tr>
<td>572</td>
<td>Other Wages (Overload + Extra Days)</td>
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Subtotal $14,511.00

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<td>603</td>
<td>Custodial</td>
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<tr>
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<td>Maintenance and Repair of Equipment</td>
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<td>615</td>
<td>Telephone</td>
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<td>619</td>
<td>Utilities</td>
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<tr>
<td>621</td>
<td>Rental (1,200 sq. ft. at $2.10 per sq. ft. 1/2 day for 10 months)</td>
<td>$1,050.00</td>
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<tr>
<td>622</td>
<td>Equipment ($8,000 per lab station x 5 stations - 20 students)</td>
<td>$40,000.00*</td>
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<tr>
<td>623</td>
<td>Postage and Freight</td>
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Subtotal $42,350.00

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<tr>
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<tr>
<td>641</td>
<td>Janitorial Supplies</td>
<td>$500.00</td>
</tr>
<tr>
<td>648</td>
<td>Travel (In-State)</td>
<td></td>
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</table>

Subtotal $2,050.00

TOTAL $56,561.00

Without Equipment $20,561 = 1028.05
With Equipment $60,561 = 3028.05

**Salary**  
\[
\text{Salary} = \frac{14,511}{20} + \text{Travel} = \frac{500}{20} = \frac{15,011}{20} = 15,011
\]

**Vocational Aid**

\[
\text{Vocational Aid} = \frac{18\%}{20} \times 15,011 (?) = \frac{2,701.98}{20} = 135.10
\]

**Annual Cost to Carroll Public School District Per Student**

\[
\text{Annual Cost} = 1,028.05 \text{ less Vocational Aid} - 135.10
\]

Per Student Cost = $892.95

---

**NOTE:** The equipment cost of $40,000 will be reimbursed 50% through vocational funding and the other 50% will be bought by DMACC.
WHEREAS, it is the mutual desire of the parties hereto to provide youth in merged Area XI with an opportunity to make a choice and pursue career opportunities commensurate with their diversified interest and ability levels; and

WHEREAS, the Des Moines Area Community College with its highly-trained administrative and instructional staff and comprehensive student services personnel can provide these opportunities and do so in a manner so as to avoid duplication of efforts, equipment, services and costs, and offer a degree of flexibility to make it possible to achieve smooth adjustment and orderly transition from the local school to the Community College; and

WHEREAS, the parties hereto, in accordance with the provisions of Chapter 28E, and Chapter 280A.1, sub-section 5, Code of Iowa, 1971, desire to enter into an agreement to make available to youth in merged Area XI the aforesaid opportunities provided by the Des Moines Area Community College.

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A. Initiate and administer educational programs.
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C. Provide the local school with a record of educational achievement earned by the student that may be used toward graduation from the local high school.
D. In cooperation with the local school, select students to attend the educational offerings.
E. Insist that any students admitted under this agreement observe the regulations established by the college applicable to all other students.

3. For the aforementioned services rendered by the Des Moines Area Community College, the Carroll Community School district agrees to:

A. Share instructors with Des Moines Area Community College. The cost of the instructor will be paid to the Carroll Community School on a contact hourly basis by Des Moines Area Community College. Carroll Community School District will pay the tuition established by Des Moines Area Community College for each student enrolled. (Budget attached).
B. Cooperate in the selection of students to attend pre-career, career, and other offerings.

C. Be responsible for any transportation involved from the local school to the Des Moines Area Community College Extension Center.

D. Approve, prior to submitting to the college, the application for admission of any student from the cooperating school district.

E. Accept the decisions of the Des Moines Area Community College administration as it relates to disciplinary action taken against students from the local school for the non-observance of regulations adopted by the college.

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Approved and executed at Carroll, Iowa, the 19th day of February, 1986.

DES MOINES AREA COMMUNITY COLLEGE
BY: ____________________________
President of the Board
______________________________
Secretary of the Board

CARROLL COMMUNITY SCHOOLS
BY: ____________________________
President of the Board
______________________________
Secretary of the Board

Footnote: Under the contract, it is anticipated that one morning and one afternoon class of approximately ten students each be conducted if the enrollment warrants.
SECONDARY AREA SCHOOLS - DMACC

Budget Proposal for Construction Trades

01/09/86

Anticipated Revenue

Tuition for 10 students

$32.45/sem. hr. x 10 students x 20 credit hrs = 6,500 x 2 = $13,000

Anticipated Revenue

Payment for Instructor

$14.00/hr x 2.5 x 179 = 6,265 x 2 = $12,530
WHEREAS, it is the mutual desire of the parties hereto to provide youth in merged Area XI with an opportunity to make a choice and pursue career opportunities commensurate with their diversified interest and ability levels; and

WHEREAS, the Des Moines Area Community College with its highly-trained administrative and instructional staff and comprehensive student services personnel can provide these opportunities and do so in a manner so as to avoid duplication of efforts, equipment, services and costs, and offer a degree of flexibility to make it possible to achieve smooth adjustment and orderly transition from the local school to the Community College; and

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3. For the aforementioned services rendered by the Des Moines Area Community College, the Carroll Community school district agrees to:
   A. Reimburse to the Des Moines Area Community College the operating cost of these offerings on a per pupil basis. (Budget attached)
B. Cooperate in the selection of students to attend pre-career, Page 8 or 9 career, and other offerings.

C. Be responsible for any transportation involved from the local school to the Des Moines Area Community College Extension Center.

D. Approve, prior to submitting to the college, the application for admission of any student from the cooperating school district.

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Approved and executed at Carroll, Iowa, the 19th day of February, 1986.

DES MOINES AREA COMMUNITY COLLEGE

BY: [Signatures]

President of the Board

Secretary of the Board

Superintendent

CARROLL COMMUNITY SCHOOLS

BY: [Signatures]

President of the Board

Secretary of the Board

Superintendent
BUDGET PROPOSAL FOR AUTOMOTIVE TECHNOLOGY PROGRAM

01/09/86

ANTICIPATED REVENUE

| 411 Operating Costs $2422 X 10 | $24,220 |

ESTIMATED EXPENDITURES

| 510 Indirect Costs | Subtotal $1,920 |

SALARIES AND RELATED PAYROLL COSTS

| 520 Instructional (1/2 of instructor's salary) | 12,440 |
| 540 Secretarial | |
| 592 FICA (7.25) Fringe Benefits: | |
| 593 IPERS (5.75) 20% of $12,440 Salary | 2,500 |
| 590 Insurance (7.0) | |
| 597 Unemployment Compensation | |
| 572 Other Wages (Overload + Extra Days) | Subtotal $19,371 |

CONTRACTUAL SERVICES

| 603 Custodial | 500 |
| 606 Maintenance and Repair of Equipment | 300 |
| 615 Telephone | |
| 619 Utilities | |
| 621 Rental (1,200 sq. ft. at $2.10 per sq. ft. 1/2 day for 10 months) | 1,050 |
| 622 Equipment ($100 per student x 10 students) | 1,000 |
| 623 Postage and Freight | 500 |
| Subtotal | $3,350 |

SUPPLIES, MATERIALS AND TRAVEL

| 632 Instructional Supplies ($100 per student x 10 students) | 1,000 |
| 641 Janitorial Supplies | 500 |
| 648 Travel (In-State) | |
| Subtotal | $1,500 |

TOTAL $24,221

Salary $19,371 + Travel $500 = $19,871

Vocational Aid 18% x $19,871 = $3,577

Vocational Aid Per Student = $3,577 ÷ 10 = $358.00

Annual Cost to Carroll Public School District Per Student = $2422 less Vocational Aid $358.00

Per Student Cost = $2,064
DES MOINES AREA COMMUNITY COLLEGE SELF-FUNDED BENEFIT PLAN

AGREEMENT AND DECLARATION OF TRUST

This Agreement and Declaration of Trust is amended and made as of this 27th day of March, 1986, by and between Des Moines Area Community College, hereinafter called "Employer" and Eldon Leonard, Chairman (Board representative), Connie Allen, Secretary (Human Resources representative), Donald Rowen (Board representative), Virginia Loftus (Administration representative), Don Zuck (Business Services representative), Gladys Calhoun (Non-unit representative), Robert Wollaston (DMACC-HEA representative), Sheryl Husak (DMACC-ESA representative), hereinafter called "Trustees".

Article I
PURPOSE

To provide certain benefits for its eligible Employees, the Employer is establishing the DMACC Benefit Plan. For the purpose of holding Plan assets, investing them, and serving as a means of payment of benefits to Employees entitled thereto, as directed by the Employer, the Employer hereby establishes the DMACC Benefit Plan Trust, hereinafter called the "Trust".

Article II
TRUST FUND

Section 1. The Trust Fund. The Trust Fund shall consist of those Employee and Employer Contributions required to be held in trust under the Plan, in cash or in kind, received from the Employer, together with investments and reinvestments and the proceeds thereof, and all earning and profits.
thereon, less any losses, and less any expenses charged and distributions made pursuant to the terms of the Trust. The Trust Fund shall be disbursed only for payment of claims, cost of aggregate excess loss coverage, cost of specific excess loss coverage, bonding expenses, payment of service fees applicable to Plan design, payment of claims, materials explaining Plan benefits, actuarial assistance, legal assistance, and accounting assistance, and other expenses directly related to the operation of the Plan.

Section 2. **Initial Transfer of Assets.** On or as soon as practicable after the date hereof, the Employer shall transfer to the Trustees all cash or other assets then held by the Employer as Employee and Employer Contributions under the Plan.

Section 3. **Monthly Accrual Rates.** The employer shall establish monthly accrual rates annually for the Plan to cover claims, reserves and expenses. Rates shall be set so that anticipated accrual premiums plus existing reserves will be adequate to fund potential claims liability up to the limit provided by the annual aggregate excess loss coverage. Aggregate excess loss coverage shall be obtained which will limit the total claim liability for each year to not more than one-hundred twenty-five percent (125%) of the level of claims liability as projected by an independent actuary or insurance company. The reserves for incurred but unreported claims will be taken into consideration when accrual rates are established.

Section 4. **Plan Shortfall.** Should a Plan shortfall occur due to excess claims liability, this shortfall will be paid from General Operating Funds of the College. When the Trust Fund is reimbursed for the shortfall either through aggregate excess loss coverage at the end of the Plan year or through additional premium receipts, the General Operating Fund will be reimbursed for the advanced funds.
Article III

TRUSTEES AND ADMINISTRATION

Section 1. Appointment of Trustees. The Employer initially appoints the Trustees named above. The Employer shall have the power at any time to appoint an additional Trustee or Trustees. The Employer shall designate the chairperson who shall act in the execution of any and all documents pertaining to the Trust. When more than two persons have been appointed as Trustees, all acts and decisions shall be by majority vote.

Section 2. Successor Trustees. Any Trustee may be removed by the Employer at any time upon 30 days notice in writing to such Trustee. Any Trustee may resign at any time upon 30 days notice in writing to the Employer. Upon such removal or resignation or upon the death or dissolution of any Trustee, the Employer shall appoint a successor Trustee who shall have the same powers and duties as those conferred upon the replaced Trustee. Pending the appointment of and acceptance of any successor Trustee, the then remaining Trustees hereunder shall have full power to act.

A Trustee which has resigned or been removed shall surrender to the successor Trustee all records, books, policies, documents, money and other properties in its possession which have been held by, or incident, to the fulfillment of this Agreement.

Section 3. Duties of Trustees. The Trustees shall accept and hold the Trust Fund and administer the same in accordance with the provisions of this Trust and the Plan. At no time shall the Trustees have any duty to demand or require that contributions be made to the Trust, nor shall the Trustees be liable to determine the amount of any contributions to be made to the Trust, nor shall the Trustees have any responsibility to determine what persons are entitled to benefits under the Plan or the amount of benefits to be paid to
any person under the Plan. At no time shall any part of the Trust Fund be used for or diverted to purposes other than for the exclusive benefit of the Employees and their beneficiaries under the Plan.

Section 4. **Administration.** The Plan has been established and shall be administered by the Employer, and the Trustees shall not be responsible in any respect for the Plan or its administration. The Employer may delegate any portion or all of its administration duties and responsibilities. If administration is to be performed in whole or in part by a delegate, the Employer shall deliver to the Trustee a copy of the instruments appointing the delegate and evidencing its acceptance of such appointment, and setting forth the delegated duties and responsibilities. The Trustees shall be fully protected in relying upon such instruments until otherwise notified in writing by the Employer. The Trustees shall receive contributions made to the Trust Fund with respect to the Plan, and shall make disbursements upon the written order by the Employer or the delegate. Such orders need not specify the specific application to be made of the monies so ordered provided the Employer shall certify that such monies are to be used solely for the exclusive benefit of the Employees and their beneficiaries. In the event that all or a portion of the Trust assets are maintained in a checking account established by the Trustees, the Trustees shall authorize the Employer or the delegate to draw checks on the account for the purpose of providing benefits under the Plan, provided the Employer shall certify from time to time, but not less than annually, that all amounts withdrawn are used solely for the exclusive benefit of the Employees and their beneficiaries.

Section 5. **Powers of Trustees.** The Trustees are authorized and empowered, in accordance with directions given by Employer,
(a) To establish a checking account in the name of the Trust and to keep all or a portion of the assets of the Trust in the account, from time to time and in such manner as the Employer shall direct.

(b) To invest the assets of the Trust, and to sell, exchange, assign and reinvest the assets of the Trust, or a portion of them, from time to time and in such manner as the Employer may direct, including investment in such securities or interest-bearing investments as are legal for the Employer.

(c) To exercise any of the powers of an owner with respect to assets held in the Trust and to execute instruments necessary to carry out such powers.

(d) To enforce any right, obligation or claim and to protect in any way the interest of the Trust Fund.

Section 6. Delegation of Powers. The Trustees shall have no authority to delegate to any other person or entity any of the following powers or responsibilities granted to the Trustees in this Agreement:

(a) Any discretionary authority or discretionary control respecting management of the Trust or Plan affairs.

(b) Any authority or control respecting management or disposition of Trust or Plan assets.

Nothing contained in this section shall be construed as prohibiting the Trustees from delegating to their agents or employees nondiscretionary administrative responsibilities which are purely ministerial or clerical in nature.

Section 7. Compensation and Expenses. The expenses incurred by the Trustees in the performance of their duties, including fees for legal and accounting services rendered to the Trustees, such compensation to the Trustees as may be agreed upon in writing from time to time between the Employer and the Trustees and all other proper charges by the Trustees shall be paid by the Employer.

Section 8. Indemnification of Trustees. Any action required of the Trustees by the Employer pursuant to any of the provisions of the Plan shall
be evidenced in writing. The Employer promises to indemnify the Trustees and each of them by satisfying any liabilities any Trustee may incur in acting upon and in accordance with the terms of this Trust or with any written instructions or direction of the Employer.

Section 9. Accounting. From time to time, but no less than annually within 60 days after the end of the fiscal year, the Trustees shall render an accounting of the transactions involving the Trust to the Employer and the Employer may approve such account by written instrument delivered to the Trustees. If the Employer does not file a written objection to the account within 60 days of its receipt, the Employer shall be deemed to have approved the account and the Trustees shall be released and discharged as to any matters set forth in such account which have been accurately stated. All accounts, books and records related to transactions of the Trustees shall be open to inspection and audit by Employer, its agents and representatives at all reasonable times. The Trustees may assign such duties as needed to perform the accounting functions as deemed necessary.

Section 10. Agreement With Insurer. The Insurers providing coverage under the group insurance policy or policies held by the Employer shall not be deemed a party to this Agreement.

Article IV

USE AND APPLICATION OF TRUST FUNDS

Section 1. Common Funds. Neither the Employer nor any employee of the Employer, nor any Union, nor any other person shall have any right, title or interest in the Funds other than as specifically provided in this Agreement and Declaration of Trust.
Section 2. **Dividends and Experience Refunds.** Any insurance dividends or experience rating refunds, which may from time to time be received by the Trustees, may be held or used by them for the purposes of the Trust to reduce the cost of the Plan to the Employees or their beneficiaries.

Section 3. **Not Liable for Debts of any Participating Party.** Neither the Trust nor any contributions to the Funds shall be in any manner liable for or subject to the debts, contracts or liabilities of the Employer, any employee of the Employer, beneficiary, or of any Union which may represent any employees.

Section 4. **Shall Not Constitute Wages Due.** Contributions to the Fund shall not constitute or be deemed to be wages due any employee with respect to whose work such payments are made, and no employee shall be entitled to receive any part of the contributions made or required to be made to the Trust Funds in lieu of the contemplated benefits to be provided.

**Article V**

**AMENDMENT AND TERMINATION**

Section 1. **Amendment.** The Employer reserves the right to amend this Trust at any time. No such amendment shall increase the duties or responsibilities of any Trustee without his/her consent thereto in writing nor permit any part of the corpus or income of the Trust Fund to be used for or diverted to purposes other than for the exclusive benefit of Employees and their beneficiaries under the Plan. Any such amendment shall be by written instrument delivered to the Trustees.

Section 2. **Termination.** The Employer reserves the right to terminate this Trust at any time by written notice thereof delivered to the Trustees. This Trust shall terminate upon the dissolution or liquidation of the Employer.
unless a successor corporation agrees in writing to assume the obligation of the Plan and this Trust.

In the event of termination of this Trust while the Plan is being continued, the assets of the Trust Fund shall be transferred to the person or institution authorized in writing by the Employer to receive such assets.

In the event of termination of Trust on account of termination of the Plan, the assets of the Trust Fund shall be distributed in accordance with the terms of the Plan.

Article VI

MISCELLANEOUS

Section 1. Limitations on Rights and Remedies. In any action or proceeding involving this Trust or all or a portion of the assets held by the Trustees hereunder, or the administration of this Trust, only the Trustees and the Employer shall be the necessary parties, and unless otherwise ordered by the court entertaining jurisdiction thereover, no other person shall be entitled to any notice or service of process. Any final judgment entered in such action or proceeding shall be conclusive upon all parties.

Section 2. Interests Not Transferable. No participant in the Plan or his/her beneficiaries shall have any interest which is subject to claims of creditors or which may be transferred, encumbered or anticipated.

Section 3. Gender and Number. Where the context requires, words in the masculine gender shall include feminine and neuter genders, the plural shall include the singular, and the singular shall include the plural.

Section 4. Situs of Trust. This Trust is accepted by the Trustees in the State of Iowa and all questions pertaining to its validity, construction and
administration shall be determined in accordance with the laws of such State.

In the event any provisions of this Agreement or the applicability thereof to any persons or circumstances is held invalid by competent judicial or regulatory authority, it shall not affect the applicability of such a provision to other persons or circumstances; nor shall it affect the validity of the other provisions of this Agreement.

Section 5. Execution. This Trust shall be executed in two or more counterparts, any one of which shall be deemed an original.

Des Moines Area Community College

By Joseph Borgen, President
DMACC

By Jasper Risdal, President
Board of Directors

Attest: Helen Minor
Board Secretary

By Eldon Leonard, Chairperson
TRUSTEE for Self-Funded Benefit Plan

By Connie L. Allen, Secretary
TRUSTEE for Self-Funded Benefit Plan

Approved April 22, 1986
by Board of Directors
and President
April 2, 1986

TO: Board Secretary

FROM: Irv Steinberg

RE: Financial Report for April, 1986 Board Meeting

Cash flow continued to be adequate during March to cover expenditures without utilizing borrowed funds. We anticipate receiving a considerable amount of our second half year property tax revenue during April, which should further enhance our cash flow for this month.

A recap of property valuations upon which our FY87 property taxes will be computed is attached showing these statistics by county. As noted, an overall valuation increase from the previous year of 5.4% resulted.

Interest rates on short term investments have steadily dropped during the past few weeks with a high of 6.75% currently available.

Information required for issuance of an Anticipatory Warrant for FY87 has been compiled and submitted to our attorney and financial consultants for their review prior to a decision to proceed with same.

Our regular annual audit report for the fiscal year ended June 30, 1986 was released by the State Auditor's Office during March and copies sent directly to Board Members. The college's responses to the audit comments are included within the report.

Approval

Don Juck
4/10/86
## Property Valuations by County

<table>
<thead>
<tr>
<th>COUNTY</th>
<th>VALUATION FY1986-87</th>
<th>VALUATION FY1985-86</th>
<th>INCREASE/DECREASE AMOUNT</th>
<th>PERCENT</th>
<th>TAX LEVY @.2025</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADAIR</td>
<td>$108,849,500</td>
<td>$105,525,572</td>
<td>$3,323,928</td>
<td>3.15 %</td>
<td>$22,042</td>
</tr>
<tr>
<td>AUDUBON</td>
<td>282,955,625</td>
<td>279,305,296</td>
<td>3,650,329</td>
<td>1.31 %</td>
<td>57,299</td>
</tr>
<tr>
<td>BOONE</td>
<td>711,553,331</td>
<td>657,445,485</td>
<td>54,107,846</td>
<td>8.23 %</td>
<td>144,090</td>
</tr>
<tr>
<td>CARROLL</td>
<td>633,646,801</td>
<td>603,673,167</td>
<td>29,973,634</td>
<td>4.97 %</td>
<td>128,313</td>
</tr>
<tr>
<td>CASS</td>
<td>186,802</td>
<td>184,565</td>
<td>2,237</td>
<td>1.21 %</td>
<td>38</td>
</tr>
<tr>
<td>CLARKE</td>
<td>7,306,249</td>
<td>8,533,911</td>
<td>(1,227,662)</td>
<td>-14.39 %</td>
<td>1,480</td>
</tr>
<tr>
<td>CRAWFORD</td>
<td>17,339,686</td>
<td>17,681,956</td>
<td>(342,270)</td>
<td>-1.94 %</td>
<td>3,511</td>
</tr>
<tr>
<td>DALLAS</td>
<td>835,268,469</td>
<td>825,237,026</td>
<td>10,031,443</td>
<td>1.22 %</td>
<td>169,142</td>
</tr>
<tr>
<td>GREENE</td>
<td>37,488,463</td>
<td>36,476,849</td>
<td>1,011,614</td>
<td>2.77 %</td>
<td>7,591</td>
</tr>
<tr>
<td>GUTHRIE</td>
<td>393,713,465</td>
<td>387,920,462</td>
<td>5,793,003</td>
<td>1.49 %</td>
<td>79,727</td>
</tr>
<tr>
<td>HAMILTON</td>
<td>10,921,731</td>
<td>10,979,943</td>
<td>(58,212)</td>
<td>-0.53 %</td>
<td>2,212</td>
</tr>
<tr>
<td>HARDIN</td>
<td>5,175,087</td>
<td>5,029,658</td>
<td>145,429</td>
<td>2.89 %</td>
<td>1,048</td>
</tr>
<tr>
<td>JASPER</td>
<td>857,386,380</td>
<td>796,954,170</td>
<td>60,432,210</td>
<td>7.58 %</td>
<td>173,621</td>
</tr>
<tr>
<td>LUCAS</td>
<td>3,116,374</td>
<td>3,834,412</td>
<td>(718,038)</td>
<td>-18.73 %</td>
<td>631</td>
</tr>
<tr>
<td>MADISON</td>
<td>325,799,542</td>
<td>327,909,146</td>
<td>(2,109,604)</td>
<td>-0.64 %</td>
<td>65,974</td>
</tr>
<tr>
<td>MAHASKA</td>
<td>68,988,877</td>
<td>65,751,860</td>
<td>3,237,017</td>
<td>4.92 %</td>
<td>13,970</td>
</tr>
<tr>
<td>MARION</td>
<td>625,630,368</td>
<td>588,461,344</td>
<td>37,169,024</td>
<td>6.32 %</td>
<td>126,690</td>
</tr>
<tr>
<td>MARSHALL</td>
<td>11,088,885</td>
<td>10,718,673</td>
<td>370,012</td>
<td>3.45 %</td>
<td>2,245</td>
</tr>
<tr>
<td>POLK</td>
<td>6,620,963,897</td>
<td>6,266,233,102</td>
<td>354,710,795</td>
<td>5.66 %</td>
<td>1,340,745</td>
</tr>
<tr>
<td>POWESHEK</td>
<td>19,107,521</td>
<td>18,013,479</td>
<td>1,094,042</td>
<td>6.07 %</td>
<td>3,869</td>
</tr>
<tr>
<td>SHELBY</td>
<td>3,725,346</td>
<td>3,489,130</td>
<td>236,216</td>
<td>6.77 %</td>
<td>754</td>
</tr>
<tr>
<td>STORY</td>
<td>1,496,830,181</td>
<td>1,377,810,415</td>
<td>119,019,766</td>
<td>8.64 %</td>
<td>303,108</td>
</tr>
<tr>
<td>WARREN</td>
<td>690,295,514</td>
<td>664,485,049</td>
<td>25,810,465</td>
<td>3.88 %</td>
<td>139,785</td>
</tr>
<tr>
<td><strong>TOTALS</strong></td>
<td><strong>$13,767,338,094</strong></td>
<td><strong>$13,061,674,870</strong></td>
<td><strong>$705,663,224</strong></td>
<td><strong>5.40 %</strong></td>
<td><strong>$2,787,886</strong></td>
</tr>
</tbody>
</table>

Note: Valuation Data Received From County Auditors, and verified with State Comptroller's Office.

Prepared April 1, 1986
# Cash Position Report

**March 31, 1986**

### Cash in Bank:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance PwD Mar 1, '86</td>
<td>($334,206)</td>
</tr>
<tr>
<td>PLUS: Mar Receipts</td>
<td>3,449,744</td>
</tr>
<tr>
<td>LESS: Mar Disbursements</td>
<td>3,133,841</td>
</tr>
<tr>
<td>Cash Balance 3-31-86</td>
<td>($18,303)</td>
</tr>
</tbody>
</table>

### Investments:

#### Savings Accounts:

<table>
<thead>
<tr>
<th>Account</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ankeny State Bank</td>
<td>$3,110</td>
</tr>
<tr>
<td>First Natl Bank/Ames</td>
<td>25,719</td>
</tr>
<tr>
<td>American Fed S &amp; L</td>
<td>36,598</td>
</tr>
</tbody>
</table>

#### Certificates of Deposit:

<table>
<thead>
<tr>
<th>Account</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gen Fd at 1st Natl Bk</td>
<td>6,029,000</td>
</tr>
<tr>
<td>Gen Fd at Bankers Tr</td>
<td>725,000</td>
</tr>
<tr>
<td>HF623 at 1st Natl Bank</td>
<td>1,850,000</td>
</tr>
<tr>
<td>Early Retirement ASB</td>
<td>103,688</td>
</tr>
<tr>
<td>Alumni at ASB</td>
<td>17,050</td>
</tr>
<tr>
<td>DMACC Trust at First Natl</td>
<td>100,000</td>
</tr>
<tr>
<td>Loan Fd at ASB</td>
<td>22,000</td>
</tr>
<tr>
<td>Unexp Plt at Amer Fed S&amp;L</td>
<td>5,000,000</td>
</tr>
<tr>
<td>Unexp Plt at First Natl</td>
<td>500,000</td>
</tr>
<tr>
<td>Sinking Fd at First Natl</td>
<td>800,000</td>
</tr>
</tbody>
</table>

**Total Cash/Investments:**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$6,907,064</td>
</tr>
<tr>
<td></td>
<td>$5,658,900</td>
</tr>
<tr>
<td></td>
<td>$800,000</td>
</tr>
<tr>
<td></td>
<td>$181,231</td>
</tr>
<tr>
<td></td>
<td>$1,963,403</td>
</tr>
</tbody>
</table>

### Footnotes:

1. HF623 account balance includes the following:
   - 302,565 Armstrong
   - 8,965 B.W. Johnson
   - 38,884 EMCC
   - 32,936 Firestone
   - 8,958 Equitable
   - 356,622 3M
   - 489,578 Garst
   - 41,683 Dist Pkg
   - 71,477 Arrow Signs
   - 413,485 EMCO
   - 8,914 Greyhound
   - 65,215 Wells Mfg
   - 107,675 Comtron
   - 28,597 Burner Bocken

2. Unexpended Plant Fnd investments include monies recd 8-12-85 for ten year Plant Fnd Levy loan ($8 million).

3. Combined Funds Account includes Funds 1 thru 6 except for Fund 4 Trust Account and Fund 2 HF623 Account both of which are maintained in separate bank accounts and shown separately.

4. Voted Tax SP (Sinking Fund) investments of $800,000 represents FY86 Plant Fnd Property Tax revenue set aside for June 1, 86 payment due on ten year Plant Fnd Loan.
DMACC BUDGET STATUS MARCH 31, 1986
(FUNDS 1 & 2)
### DES MOINES AREA COMMUNITY COLLEGE
#### BUDGET REPORT

**SUMMARY BY FUND (ALL FUNDS)**

March 31, 1986

<table>
<thead>
<tr>
<th>FUND NAME</th>
<th>BOARD NUMBER</th>
<th>FUND NO.</th>
<th>FUND NAME</th>
<th>FUND NAME</th>
<th>AMOUNT EXPENDED/ RECEIVED</th>
<th>AMOUNT ENCUMBERED</th>
<th>BOARD NAME</th>
<th>WORKING BALANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>EXPENDITURES:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>GEN FUND CURRENT 1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>RESTRICTED CURRENT 2</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>AUXILIARY 3</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>AGENCY 4</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SCHOLARSHIP 5</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>LOAN 6</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>PLANT 7</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$11,917,895</td>
</tr>
</tbody>
</table>

| REVENUE |              |          |           |           |                           |                   |            |                 |
| GEN FUND CURRENT 1 |              |          |           |           |                           |                   |            | $5,598,231     |
| RESTRICTED CURRENT 2 |              |          |           |           |                           |                   |            | $3,465,036     |
| AUXILIARY 3 |              |          |           |           |                           |                   |            | $874,788       |
| AGENCY 4 |              |          |           |           |                           |                   |            | $435,987       |
| SCHOLARSHIP 5 |              |          |           |           |                           |                   |            | $487,159       |
| LOAN 6 |              |          |           |           |                           |                   |            | $11,104        |
| PLANT 7 |              |          |           |           |                           |                   |            | $1,186,483     |
| TOTAL |              |          |           |           |                           |                   |            | $12,058,788    |