

**-NOTICE OF A PUBLIC MEETING-
Governmental Body: Van Meter City Council**

Date of Meeting: Thursday, July 21, 2016

Time/Place of Meeting: 7:00 p.m. – Veteran’s Reception Center, 910 Main Street

NOTE: All public comments require that an individual sign in at the beginning of the meeting. Comments will generally be limited to a maximum of three (3) minutes per person. Under Iowa law, the City Council is prohibited from discussing or taking any action on an item not appearing on its posted agenda. Any issue raised by public comment under the Citizen Hearing will be referred to staff for a decision on whether or not it should be placed on a future agenda. All comments from the public, Council, and Staff shall address the presiding officer, and upon recognition by the presiding officer, shall be confined to the question under debate, avoiding all indecorous language and references to personalities and abiding by the following rules of civil debate. • We may disagree, but we will be respectful of one another. • All comments will be directed to the issue at hand. • Personal attacks will not be tolerated.

Business Meeting Agenda:

1. Call to Order
2. Pledge of Allegiance
3. Civility Statement
4. Approval of Agenda
5. Introductions
6. Citizen Hearing
7. Consent Agenda:
 - a. Minutes of the June 16 and June 23, 2016 Council meetings
 - b. June Claims list
 - c. June Financial Statement/Quarterly Investment Reports
 - d. Approve a liquor license application for the Veterans Reception Center at 910 Main Street
 - e. Approve a liquor license application for Grover Flavors at 420 Mill Street
8. Action on a proposed plat of survey for Robert’s Acres forwarded from Planning and Zoning.
9. Discussion and possible action on a proposal to produce a promotional video.
10. Discussion regarding the efforts of the Van Meter Community Development Corporation.
11. Staff/Council Reports:
 - a. Staff Reports
 - i. Parks and Rec
 - ii. Library
 - iii. Public Safety
 - iv. Public Works
 - v. Attorney
 - vi. Engineer
 - vii. City Clerk
 - viii. Administrator
 - b. Mayor/Council Committees
 - i. Finance, Tweed
 - ii. Policy, Peterson
 - iii. Economic Development, Lyon
 - iv. Public Safety, Adams
 - v. Public Works/Infrastructure, Stump
 - vi. Ad-Hoc Committees
 - c. Liaison Reports
 - i. EMA/E911, Adams/Lyon
 - ii. Library Board, Peterson
 - iii. Parks and Rec Board, Sacker
 - iv. VM School Board, Lyon/Stump
 - v. MAC, Sacker
12. Adjourn

Agenda Item #1 - Call to Order

Submitted for:

Recommendation:

Sample Language:

Mayor: *The time is Seven O'clock PM on Thursday, June 21, 2016. I hereby call this meeting of the Van Meter City Council to order.*

Agenda Item #2 - Pledge of Allegiance

Submitted for:

Recommendation:

Sample Language:

Those Present Led by Mayor:

"I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all."

Agenda Item #3 - Civility Statement

Submitted for:

Recommendation:

Sample Language:

Mayor: *Our organization is proud to participate in the Show Some Respect initiative from the Iowa Civility Project. The goal of the Show Some Respect campaign is to improve respect and civility in our community. To help achieve this goal, our expectations are that everyone will:*

- 1. Listen attentively*
- 2. Respect the opinions of others*
- 3. Keep an open mind*
- 4. Give constructive comments, suggestions & feedback*
- 5. Avoid personal attacks*
- 6. Remember the things we have in common*
- 7. Value people, the process, and the results*

Agenda Item #4 - Approval of the Agenda

Submitted for:

Action

Recommendation:

Approval

Sample Language:

Mayor: *Do I hear a motion to approve the agenda?*

City Councilmember _____: *So moved.*

City Councilmember _____: *Second.*

Mayor: *Roll call please.*

City Clerk: *Lyon ___; Stump ___; Tweed ___; Sacker ___; Peterson ___;*

Mayor: *The agenda is adopted. Thank you.*

Agenda Item #5 - Introductions

Submitted for:

Information

Recommendation:

Sample Language:

Mayor: *Would those present please introduce themselves?*

Agenda Item #6 - Citizen Hearing

Submitted for:

Information

Recommendation:

N/A

Sample Language:

Mayor: *At this time I will recognize members of the public who have signed in and wish to address the City Council. Once given the floor you will have a maximum of three minutes to read your statement into the record.*

Under Iowa law, the City Council is prohibited from discussing or taking any action on an item not appearing on its posted agenda. Any issue raised by public comment under the Citizen Hearing will be referred to staff for a decision on whether or not it should be placed on a future agenda.

It is required that individuals addressing the City Council avoid all indecorous language, references to personalities, and abide by these two simple rules of civil debate:

- We may disagree, but we will be respectful of one another.*
- Personal attacks will not be tolerated.*

Agenda Item #7 - Consent Agenda

Submitted for:

Action

Recommendation:

Approval

Sample Language:

Mayor: *Would staff please review the Consent Agenda.*

Staff: *Gives Review.*

Mayor: *Does the City Council wish to discuss any item on the consent agenda separately? If not, I would entertain a motion to approve a Resolution Adopting the Consent Agenda as it has been presented to us.*

City Councilmember _____: *So moved.*

City Councilmember _____: *Second.*

Mayor: *Roll Call Please.*

City Clerk: *Lyon ___; Sacker ___; Tweed ___; Peterson ___; Stump ___;*

Mayor: *The Consent Agenda is adopted. Thank you.*

- 1) The Van Meter City Council met for a regular council meeting on Thursday, June 16, 2016 at the Veterans Reception Center. Mayor Allan Adams called the meeting to order at 7:00PM. The following council members were present upon roll call: Kim Sacker, Mike Peterson, Elizabeth Tweed, Owen Stump, and Lyn Lyon.

Staff present: City Administrator Jake Anderson, City Attorney/Parliamentarian Erik Fisk, Public Safety Director/Sergeant at Arms William Daggett, City Clerk Liz Thompson, Parks and Rec Director Alex Brayton, and Library Director Dorothy Knight.

- 2) Mayor Adams led the Pledge of Allegiance.
- 3) Mayor Adams read a Civility Statement setting expectations of respect for the meeting.
- 4) Mayor Adams asked for a motion to approve the agenda. Moved by Peterson supported by Stump. Passed unanimously.
- 5) Introductions were made.
- 6) Mayor Adams opened the Citizens Hearing by asking the Sergeant at Arms for a list of individuals who signed in. The Sergeant at Arms presented a list of individuals that signed in to make public comments. However, hearing no public comment Mayor Adams closed the citizens hearing.
- 7) Mayor Adams reviewed the consent agenda, and asked for discussion. City Administrator Anderson noted amendments to the claims list. Mayor Adams asked for a motion to adopt the revised consent agenda which included the following:
 - a. Minutes of the May 19, 2016 council meeting.
 - b. May Claims list.

VENDOR	REFERENCE	AMOUNT
ACCO	WATER CHEMICALS	\$ 537.00
ADAM JONES	STACK-ON EVIDENCE GUN CABINET	\$ 75.00
AGSOURCE COOPERATIVE	WATER TESTING	\$ 433.50
ALEX BRAYTON	MILEAGE	\$ 143.10
ANDREW LOVAN	DEFENSIVE TACTICS TRAINING	\$ 400.00
ARNOLD MOTOR SUPPLY	PUBLIC WORKS PARTS/SUPPLIES	\$ 98.51
BAKER & TAYLOR	BOOKS AND MOVIES	\$ 205.50
BAKER & TAYLOR	BOOKS/MOVIES	\$ 356.77
BALDON HARDWARE	KEYS	\$ 3.58
BANKERS TRUST	SERIES 2013	\$ 79,556.25
BARNES & NOBLE	BOOKS	\$ 28.42
BOB LACY	PARTS PUBLIC WORKS	\$ 100.58
BOBS AUTO PARTS	66B PERMATIX	\$ 13.44
BSN SPORTS	PERFORMANCE CREW SHIRTS	\$ 70.00
CARPENTER UNIFORM CO	FIRE DEPT UNIFORM PURCHASES	\$ 933.61
CASEY'S GENERAL STORE	PD GAS	\$ 1,047.02
CENTRAL IOWA FLORAL	2016 PLANT SALE	\$ 6,649.50
CENTURY LINK	LIB PHONE	\$ 332.75
CHESNUT SIGNS	EMS UNIT LETTERING BALANCE	\$ 1,586.25
COMPASS BUSINESS SOLUTIONS	UT BILL CUSTOM WINDOW ENVELOPE	\$ 1,008.03
CRESTVIEW ESTATES NO1 LLC	TIF REBATE % DEV AGREE	\$ 50,549.50
CULLIGAN	WATER FOR LIBRARY	\$ 8.35
CULLIGAN	WATER	\$ 36.20
DALLAS COUNTY NEWS	LEGAL PUBLICATIONS	\$ 560.53
DAN PHILLIPS	UMPIRE FEES	\$ 150.00
DELTA DENTAL	EMPLOYEE DENTAL INS	\$ 1,027.68
DEMCO	BOOK COVERING SUPPLIES	\$ 30.94
DYKSTRA CONCRETE LLC	CITY HALL PARKING IMPROVEMENTS	\$ 4,510.00
EARLHAM SAVINGS BANK	ACH FEE	\$ 25.00
EFTPS	FED/FICA TAX	\$ 4,398.24
EFTPS	FED/FICA TAX	\$ 4,824.65
ERIK FAUST	MILEAGE	\$ 266.76
FOREST COMM PARKING LOT PNT	CITY HALL PARKING PAINT LINES	\$ 250.00

FORTE	IUB PAYMENT ACCEPTANCE FEE	\$ 7.30
GABE BUTTON	SDLL UMPIRE	\$ 120.00
GOTCHA GAMES	2016 RR DAYS KIDS GAMES	\$ 4,000.00
GRINNELL STATE BANK	DEVLOP AGREE TIF PMT	\$ 7,875.47
HACH	WATER CHEMICALS	\$ 305.69
HEARTLAND COOP	DIESEL/SHOP LP LEAK CHECK	\$ 110.00
IA ASSOC OF MUNICIPAL UT	SAFETY CONFERENCE	\$ 280.00
IA CMA	2016 ANNUAL MEMBERSHIP FEES	\$ 120.00
IFMCV	MONTHLY RENT PER LEASE/OPTION	\$ 1,000.00
IMAGING TECHNOLOGIES	MAINTENANCE CONTRACT	\$ 403.13
IOWA ATHLETIC FIELD CONST	FLOOD REPAIRS	\$ 49,310.00
IOWA DNR	2016 NPDES APP FEE	\$ 85.00
IOWA LEAGUE OF CITIES	16/17 MEMBER DUES	\$ 755.00
IOWA ONE CALL	LOCATES	\$ 78.50
IPERS	PROTECT IPERS	\$ 2,331.35
IPERS	WAGE REPORT FEE FOR 120597193	\$ 22.26
J & M DISPLAYS	2016 RR DAYS FIREWORKS DISPLAY	\$ 2,000.00
JEAN BIRKS	SDLL UMPIRE	\$ 150.00
JESTER INSURANCE SERVICE	INSURANCE CHANGES	\$ 119.00
JETCO INC	BOOSTER & MAIN IMPROVEMENTS	\$ 2,194.30
JIM STOCKBERGER	2016 RR DAYS BAND	\$ 500.00
JIMS JOHNS INC	PORTABLE UNITS	\$ 650.00
JON MENDOZA	SDLL UMPIRE	\$ 30.00
LIZ THOMPSON	MILEAGE/DINING	\$ 99.65
LOWE'S	FD/PW SUPPLIES	\$ 45.08
M DUBOIS	2016 RR DAYS PHOTO BOOTH	\$ 400.00
MATHESON TRI GAS INC	OXYGEN	\$ 54.50
MAX GILLILAND	SDLL UMPIRE	\$ 30.00
MEDIACOM	INTERNET SERVICE	\$ 205.90
METERING & TECHNOLOGY SOL	WATER METERS & SUPPLIES	\$ 854.41
MIDAMERICAN ENERGY	GAS/ELEC	\$ 2,275.58
MORRIS EXCAVATING LTD	WA LEAK REPAIRS 5250 KATELYN	\$ 260.00
MULCHMART LLC	MULCH FOR CEMETERY/PARKS	\$ 159.20
NEWCOM TECHNOLOGIES INC	16/17 LIC SERVICE AGREEMENT CE	\$ 350.00
NORTHERN TOOL & EQUIPMENT	PUB WORKS SUPPLIES	\$ 106.95
OFFICE DEPOT	PD OFFICE SUPPLIES	\$ 139.31
OFFICE OF AUDITOR OF STATE	MANDATORY AUDIT SERVICES FY15	\$ 9,955.00
PEEK SALES & SERVICE	LAWN MOWER REPAIRS	\$ 227.99
PETTY CASH	CONCESSIONS	\$ 198.92
PETTY CASH	2016 RR DAYS CASH	\$ 375.00
PHYSIO-CONTROL, INC.	ANNUAL MAINTENANCE AGREEMENT	\$ 1,842.00
QUIN PELZ	SDLL UMPIRE	\$ 180.00
RHODES INC	PUB WORKS DIESEL	\$ 349.22
SAM'S CLUB MC/SYNCB	PARKS & REC SUPPLIES	\$ 1,349.01
SHELLY JAMES	05/15/16 CITY HALL CLEANING	\$ 90.00
SHORTEL INC	PHONE CHARGES	\$ 275.30
SONE CAM	DEFENSIVE TACTICS TRAININGS	\$ 400.00
SQUARE, INC	CREDIT CARD ACCEPTANCE FEE	\$ 11.63
STAR EQUIPMENT LTD	REC COMPLEX GAS CONTAINERS	\$ 119.60
THE HARTFORD	EMPLOYEE LIFE/DIS INS	\$ 308.92
TOM GARDNER	SDLL UMPIRE	\$ 60.00
TREAS - STATE OF IOWA W/H	STATE TAX	\$ 712.00
US POSTMASTER	12 MONTH BOX RENTAL PO BOX 160	\$ 52.00
US POSTMASTER	JUNE POSTAGE UT BILLS/NEWSLETT	\$ 199.02
VAN GINKEL ATHLETIC MFG	REC COMPLEX SUPPLIES	\$ 659.30
VEENSTRA & KIMM INC	ENGINEERING SERVICES	\$ 26,776.65
VERIZON WIRELESS	CELL PHONE SERVICES	\$ 334.43

VM YOUTH FOOTBALL	REGISTRATION FEES	\$ 2,728.00
WASTE CONNECTIONS	GARBAGE CONTRACT	\$ 6,710.21
WAUKEE HARDWARE & RENT IT	DPS/KEYS	\$ 95.47
WELLMARK	EMPLOYEE HEALTH INS	\$ 9,278.79
WELLS FARGO CC	LIB POSTAGE	\$ 562.37
WHITFIELD & EDDY PLC	LEGAL FEES	\$ 2,310.00
	***** REPORT TOTAL *****	\$ 303,805.07

c. May Financial Statement.

FUND	RECEIVED	DISBURSED
GENERAL	\$ 51,107.66	\$ 147,323.90
VEHICLE INSPECTION FUND	\$ -	\$ 7,382.93
PARK OPERATIONS	\$ 146,508.41	\$ 14,384.14
ROAD USE TAX	\$ 8,041.59	\$ 6,513.42
EMPLOYEE BENEFITS	\$ 3,464.88	\$ 10,175.45
EMERGENCY FUND	\$ 395.48	\$ 2,976.77
TIF-CR ESTATE	\$ 1,886.42	\$ -
TIF-WH PINES SUBDIVISIO	\$ 3,775.90	\$ -
TIF ORIGINAL (420-844)	\$ 2,848.47	\$ 82,556.25
PARK TRUST FUND	\$ 9,521.00	\$ -
REC TRUST	\$ -	\$ 143,774.41
LIBRARY TRUST FUND	\$ 27,807.50	\$ 4,022.03
VM COMMUNITY BETTERMENT	\$ 3,599.50	\$ 55.00
REC CAPITAL FUND	\$ -	\$ 700.00
SITE CERT/WA PROJECT	\$ -	\$ 790.00
DEBT SERVICE	\$ 86,915.17	\$ 79,556.25
WATER	\$ 18,051.21	\$ 36,529.96
SEWER	\$ 10,988.61	\$ 12,095.59
*****REPORT TOTAL*****	\$ 374,911.80	\$ 548,836.10

d. Casey's Tobacco Permit

e. Approval of Michael Wahlert's appointment to the Planning and Zoning Commission.

Sacker moved supported by Tweed to adopt and approve Resolution #2016-14, "A Resolution Adopting the Revised Consent Agenda." Passed unanimously.

- 8) Mayor Adams asked Parks and Rec Coordinator Brayton to present the proposed memorandum of understanding with the Van Meter Youth Soccer Club. Brayton explained that the MOU provided for the soccer board to turn over all physical and liquid assets to the City of Van Meter in order for the City to provide youth soccer programming and also to make certain capital improvements at the rec complex. Brayton noted that the Soccer Board would remain in place as an organization in order to provide structure and advice to the Parks and Rec Department concerning youth soccer opportunities in Van Meter. The cash would be used to reconfigure the soccer fields to better utilize the space at the complex. Moved by Peterson supported by Tweed to approve the MOU as presented. Passed unanimously.
- 9) Mayor Adams asked Administrator Anderson to present the proposed ordinance amending the Code of Ordinances to establish per gallon water and sewer capital improvement fees. Anderson explained that consistent with the City Council's conversation with Bond Counsel and Financial Advisors an ordinance is being recommended to provide the water and sewer revenue necessary to support capital improvements more broadly but specifically the current proposal is aimed at paying for a drinking water treatment plant. The ordinance would enact a capital improvement fee for water that would increase two tenths of one cent every six months until a gallon of water generates one cent for capital improvements. The ordinance would also establish a new sewer fee at five hundredths of a cent per gallon for capital improvements. The sewer fee does not escalate until the ordinance is amended in the future. Anderson noted that no public comment had been received in writing. Mayor Adams opened the public hearing. Hearing none, Mayor Adams closed the public hearing and asked the Council for discussion. Hearing none, Mayor Adams asked for a motion to approve the second reading of the proposed ordinance. Peterson moved supported by Tweed. Passed unanimously. Sacker moved supported by Peterson to waive the third reading of the proposed ordinance. On roll call the votes were as follows: Stump - No; Peterson - Yes; Tweed - Yes; Sacker - Yes; Lyon - Yes. Motion passed. Sacker moved supported by Peterson to approve and adopt Ordinance 253, "Ordinance amending the Code of Ordinances of the City of Van Meter, Iowa, amending chapters concerning 'Water Rates' And 'Sewer Rates' to add Water and Sewer Capital Improvement Fees." On roll call the votes were as follows: Stump - No; Peterson - Yes; Tweed - Yes; Sacker - Yes; Lyon - Yes. Motion passed.

10) Staff/Council Reports

Anderson reported an upcoming land owners meeting to educate property owners regarding the City's economic development efforts in the area of the City's certified site.

- 11) Having no further business Mayor Adams asked for a motion to adjourn. Moved by Sacker supported by Peterson. Passed unanimously.

Allan B. Adams Allan B. Adams, Mayor

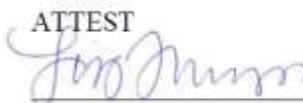
ATTEST
Liz Thompson Liz Thompson, City Clerk

- 1) The Van Meter City Council met for a special council meeting on Thursday, June 23, 2016 at the Van Meter City Hall. Mayor Allan Adams called the meeting to order at 7:00PM. The following council members were present upon roll call: Kim Sacker, Mike Peterson, Elizabeth Tweed, Owen Stump, and Lyn Lyon.

Staff present: City Administrator Jake Anderson, City Attorney/Parliamentarian John Fatino, Public Safety Director/Sergeant at Arms William Daggett, City Clerk Liz Thompson, Parks and Rec Director Alex Brayton, Public Works Director Dave Herman, and Police Officer Erik Faust.

- 2) Mayor Adams asked for a motion to approve the agenda. Moved by Peterson supported by Tweed. Passed unanimously.
- 3) Mayor Adams noted the Administrator's recommendation and his own recommendation for employee wage adjustments and asked the Council for discussion and action. Peterson moved to approve the Administrator's recommendation. Motion failed for a lack of a second. Sacker moved supported by Peterson to approve the recommendation set forth by Mayor Adam. On roll call the votes were as follows: Stump - No; Peterson – Yes; Tweed – No; Sacker – Yes; Lyon – No. Motion failed. Lyon moved supported by Stump to approve the Administrator's recommendations with the following amendments: City Clerk Thompson - \$47,630/year, Parks and Recreation Brayton - \$17.70/hour. On roll call the votes were as follows: Stump - Yes; Peterson – No; Tweed – No; Sacker – No; Lyon – Yes. Motion Failed. Tweed moved supported by Lyon to approve the Administrator's recommendations with the following amendments: City Clerk - \$47,630/year, Parks and Recreation - \$41,250/year, effective November 1, 2016 with the completion of the Police Academy Police Officer Faust - \$19.18/hour, effective December 1, 2016 Parks and Recreation Brayton - \$19.84/hour. On roll call the votes were as follows: Stump - Yes; Peterson – No; Tweed – Yes; Sacker – No; Lyon – Yes. Resolution #2016-15, "A Resolution Approving Wage Adjustments" passed.
- 4) Having no further business Mayor Adams asked for a motion to adjourn. Moved by Peterson supported by Lyon. Passed unanimously.

 Allan B. Adams, Mayor

ATTEST
 Liz Thompson, City Clerk

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
----- ACCOUNTS PAYABLE CLAIMS -----				
ACCO	WATER CHEMICALS	1,751.90		
ADT SECURITY SERVICES	QUARTERLY SECURITY SERVICES	52.62		
AGSOURCE COOPERATIVE SERVICES	PUBLIC WATER TESTING	52.00		
ALEX BRAYTON	MI LEAGE	88.56		
ALL AMERICAN TURF BEAUTY	VEG CONTROL APP LAGOON	914.43		
BAKER & TAYLOR	BOOKS AND MOVIES	594.22		
BANKERS TRUST	SERIES 2008 & 2011	48,770.00	11178632	6/30/16
BRIAN GORDON	SDLL UMPIRE	30.00		
CARPENTER UNIFORM CO	BADGE & BRASS/FLASHLIGHT/EQUIP	477.33		
CASEY'S GENERAL STORE	PD GAS	1,052.55		
CENTURY LINK	LIB PHONE CHARGES	229.86		
COMPETITIVE EDGE SOFTWARE	REPORT EXEC SOFTWARE RENEWAL	2,400.00		
CULLIGAN	WATER	149.75		
DALLAS COUNTY NEWS	LEGAL PUBLICATIONS	211.28		
DELTA DENTAL	EMPLOYEE DENTAL INS	1,027.68	11178637	6/30/16
DEMCO	BOOK LAMINATE	71.11		
EARLHAM SAVINGS BANK	ACH FEES	25.00	11178633	6/30/16
EFTPS	FED/FICA TAX	5,070.84	11178631	7/01/16
ELECTRONIC ENGINEERING	BATTERY FOR PAGER	170.00		
TREASURER'S OFFICE - ISU	FSTB CERTIFICATION X 2	100.00		
FORTE	CARD READER	254.00		
FORTE	UBIPAY FEES	12.49		
FRED SCHIMMELS	OIL CHANGE & STRAP REPLACEMENT	75.00		
HEARTLAND COOP	FD DIESEL	119.35		
IFMCV	MONTHLY RENT PER LEASE/OPTION	1,000.00		
I LEA	DEF TACTICS INSTRUCTOR SCHOOL	40.00		
IOWA DEPARTMENT OF NATURAL RES	ANNUAL WATER SUPPLY FEE FY17	122.42		
IOWA PARK AND REC ASSOC	TICKET SALES	30.00		
JAXSON MILLSAP	SDLL UMPIRE	30.00		
JEAN BIRKS	SDLL UMPIRE	210.00		
JESTER INSURANCE SERVICE	ADD 2009 LIFE LINE VEHICLE INS	512.00		
JEVIN INC.	WEB PAY ACCEPTANCE FEE REC	204.75	11178634	6/30/16
JIMS JOHNS INC	KYBOS REC COMPLEX/JOHNSON PARK	500.00		
JONES CREEK APPAREL	2016 RR DAYS SHIRTS	947.00		
KADEN SUTTON	SDLL UMPIRE	30.00		
KLOCKE'S EMER VEHICLES	PERKO COWL VENT	27.30		
LAS LOMAS LLC	REFUND CLASS C LIQOUR LIC	195.00		
LOWE'S	MISC SUPPLIES	41.69		
MAFFIN OUTDOOR POWER & AUTO	MOUNT & BALANCE TIRE & OTHER	325.60		
MATHESON TRI GAS INC	OXYGEN	110.65		
MEDIACOM	INTERNET SERVICES	205.90		
METERING & TECHNOLOGY SOLUTION	METERS AND SUPPLIES	1,824.99		
MIDAMERICAN ENERGY	GAS & ELEC	3,127.97		
OFFICE DEPOT	LIB MISC OFFICE SUPPLIES	171.37		
PETTY CASH	CLERK OFFICE EXPENSES	71.20		
PHYSIO-CONTROL, INC.	AED'S	1,842.00		
QUIN PELZ	SDLL UMPIRE	30.00		
ROBERT TOST	REFUND FOR 3 ON 3	20.00	26216	6/17/16
SAM'S CLUB MC/SYNCB	REC COMPLEX SUPPLIES	369.57		
SHORTEL INC	PHONE CHARGES	275.30		
SIGNATURE SIGN & GRAPHICS	2016 RR DAYS SPONSOR BANNER	231.97		

*** CITY OF VAN METER IA ***
ACCOUNTS PAYABLE ACTIVITY
CLAIMS REPORT

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
SOUTHERN UNI FORM & EQUIPMENT	PATCHES FOR PD	242.23		
SQUARE, INC	CREDIT CARD ACCEPTANCE FEE	20.51	11178635	6/30/16
STIVERS FORD	AC REPAIR ON 800	382.71		
THE HARTFORD	EMPLOYEE LIFE/DIS INS	308.92	11178638	6/30/16
TOM GARDNER	SDLL UMPIRE	180.00		
TRUE PITCH INC	WHITE CHALK & HOME PLATE	196.90		
US POSTMASTER	STAMPS X 3 ROLLS	147.00	26217	6/27/16
US POSTMASTER	JULY UT BILLS/NEWSLETTERS POST	196.23	26218	6/29/16
VEENSTRA & KIMM INC	ENGERING SERVICES	5,745.62		
VERIZON WIRELESS	PD CELL SERVICES	594.56		
WASTE CONNECTIONS	GARBAGE CONTRCT	6,645.21		
WELLMARK	EMPLOYEE HEALTH INS	9,278.79	11178636	6/30/16
WELLS FARGO CC	LIB POSTAGE	875.23		
WHITFIELD & EDDY PLC	LEGAL SERVICES	667.50		

**** PAID TOTAL ****

65,082.21

**** SCHED TOTAL ****

36,595.85

**** OPEN TOTAL ****

**** ON HOLD TOTAL ****

***** REPORT TOTAL *****

=====
101,678.06
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DEPT DEPT NAME	TOTAL	CHECK#	DATE
LIABILITIES	5,070.84		
POLICE	7,816.57		
EMERGENCY MANAGEMENT	13.39		
FIRE	1,290.62		
AMBULANCE	2,166.71		
ROADS, BRIDGES, SIDEWALKS	2,745.68		
STREET LIGHTING	213.77		
GARBAGE	6,645.21		
LIBRARY	2,591.82		
PARKS	20.96		
RECREATION	4,358.01		
ECONOMIC DEVELOPMENT	474.00		
CLERK/TREASURER/ADM	1,552.88		
LEGAL SERVICES/ATTORNEY	6,150.40		
CITY HALL/GENERAL BLDGS	581.28		
OTHER GENERAL GOVERNMENT	195.00		
DEBT SERVICES	48,770.00		
WATER	6,689.12		
SEWER/SEWAGE DISPOSAL	4,331.80		

*** CITY OF VAN METER IA ***
ACCOUNTS PAYABLE ACTIVITY
CLAIMS FUND SUMMARY

FUND	FUND NAME	TOTAL	CHECK#	DATE
001	GENERAL	25,273.93		
059	PARK OPERATIONS	3,244.03		
110	ROAD USE TAX	1,984.53		
112	EMPLOYEE BENEFITS	7,101.90		
182	LIBRARY TRUST FUND	1,530.99		
183	VM COMMUNITY BETTERMENT	830.97		
186	SITE CERT/WA PROJECT	474.00		
200	DEBT SERVICE	48,770.00		
600	WATER	7,414.11		
610	SEWER	5,053.60		

ACCOUNT TITLE	LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
001 GENERAL	48,051.72	17,005.09	60,220.87	22.26-	4,813.68
049 VEHICLE INSPECTION FUND	.00	.00	.00	.00	.00
051 LIBRARY TECHNOLOGY FUND	134.34	.00	.00	.00	134.34
052 PW-VEHICLE REPLACEMENT	7,000.00	.00	.00	.00	7,000.00
053 FD-VEHICLE REPLACEMENT	8,044.93	.00	.00	.00	8,044.93
054 VEHICLE REPLACEMENT-POL	5,631.25	.00	.00	.00	5,631.25
055 VEHICLE REPLACEMENT-FIR	1,115.07	.00	.00	.00	1,115.07
056 TECHNOLOGY REPLACEMENT-	5,000.00	.00	.00	.00	5,000.00
057 BUILDING REPAIR RESERVE	3,000.00	.00	.00	.00	3,000.00
058 FARMERS MARKET	3,334.21	.00	.00	.00	3,334.21
059 PARK OPERATIONS	113,390.18	4,821.00	11,915.26	.00	106,295.92
060 GAS/ELEC FRANCHISE FEE	24,677.23	.00	.00	.00	24,677.23
110 ROAD USE TAX	60,371.50	10,997.02	10,981.42	.00	60,387.10
112 EMPLOYEE BENEFITS	62,502.87	504.60	10,422.91	.00	52,584.56
119 EMERGENCY FUND	395.48	57.58	.00	.00	453.06
121 LOCAL OPTION SALES TAX	.00	.00	.00	.00	.00
125 TIF-CR ESTATE	324,302.75	963.34	50,549.50	.00	274,716.59
126 TIF-WH PINES SUBDIVISION	50,813.24	.00	.00	.00	50,813.24
127 TIF-POLK CO. BANK	58,426.19	.00	7,875.47	.00	50,550.72
128 TIF-STANDBROUGH	.00	.00	.00	.00	.00
129 TIF ORIGINAL (420-844)	12,147.63	350.27	.00	.00	12,497.90
180 PARK TRUST FUND	43,410.86	25.00	6,649.50	.00	36,786.36
181 REC TRUST	.00	.00	.00	.00	.00
182 LIBRARY TRUST FUND	61,180.72	.00	3,351.15	.00	57,829.57
183 VM COMMUNITY BETTERMENT	9,120.53	2,335.51	7,486.15	.00	3,969.89
184 CDBG/HOUSING PROJECT	.00	.00	.00	.00	.00
185 REC CAPITAL FUND	23,792.04	.00	.00	.00	23,792.04
186 SITE CERT/WA PROJECT	132,963.88	.00	9,367.05	.00	123,596.83
200 DEBT SERVICE	53,129.66	641.29	48,770.00	.00	5,000.95
205 DEBT SERVICE-WATER	.00	.00	.00	.00	.00
213 DEBT SERVICE-LIFT STATI	.00	.00	.00	.00	.00
300 SIDEWALK CAPITAL PROJEC	.00	.00	.00	.00	.00
500 CEMETARY-PERPETUAL CARE	23,700.00	.00	.00	.00	23,700.00
600 WATER	87,708.09	16,313.57	11,797.44	.00	92,224.22
606 WATER MAIN PROJECT	37,710.29	.00	.00	.00	37,710.29
610 SEWER	11,971.73	11,234.73	11,421.40	.00	11,785.06
612 DEBT SERVICE-SEWER LAGO	.00	.00	.00	.00	.00
Report Total	1,273,026.39	65,249.00	250,808.12	22.26-	1,087,445.01



CITY OF VAN METER

Bank Reconciliation/Financial Summary - Month/Year: June 2016

<u><i>Treasurer's Report</i></u>	
Book Balance, Beginning of Month:	\$1,273,026.39
Add: Total Revenues this Month: with transfers	\$65,249.00
Less: Total Expenditures this Month: with transfers	(\$250,808.12)
Add: Δ Liability	(\$22.26)
Book Balance End of Month:	\$1,087,445.01

<u><i>Bank Reconciliation</i></u>	
Checking Account Balance End of Month:	\$849,165.33
Less: Outstanding Transactions (Cash Report):	(\$12,050.32)
Adjusted Checking Account Balance:	\$837,115.01
Currency	
Petty Cash: (res Nov 2004)	\$100.00
Change Fund:	\$30.00
Concessions Change Fund: (Res 2015-24)	\$200.00
Total Currency:	\$330.00
Investments: (Interest for month included)	
IPAIT	
IPAIT – general	\$0.00
IPAIT – park	\$0.00
IPAIT – library	\$0.00
IPAIT – library/technology	\$0.00
IPAIT TOTAL:	\$0.00
Certificate of Deposit/ESB	\$250,000.00
Wells Fargo – savings acc't	\$0.00
Total Investments:	\$250,000.00
Total of Bank Statements End of Month	\$1,087,445.01

Difference:	\$0.00
Note(s):	

Verify: Mayor or Mayor Pro Tem:

Submitted at July 21, 2016 meeting: _____
Jake Anderson, City Administrator

QUARTERLY INVESTMENT REPORT – for period 01-01-16 through 03-31-16:

Summary

Transactions: In November 2015 the City Council adopted Resolution #2015-37 which designated Earlham Savings Bank as the City’s official depository. Staff continued to transfer funds to Earlham Bank during this quarter. However, given the number of outstanding checks, electronic payments made and received, the completion of the transfer to a new depository is expected to be finished in the next quarter. Otherwise there were no other significant transactions to report during the first quarter of the calendar year (or third quarter of the fiscal year). Bank charges at Earlham bank are \$25.00 per month however interested received is generally twice that amount.

As of 03-31-16 the total cash balance was \$1,182,296.38*; and the cash/investment breakdown is:

Checking Wells Fargo/ESB– \$931,966.38
Savings/Wells Fargo account - \$0.00
IPAIT – public funds – \$0.00
IPAIT – library - \$0.00
IPAIT-library/technology - \$0.00
IPAIT – park trust - \$0.00
Petty Cash - \$300.00
Change Fund - \$30.00
Certificate of Deposit – ESB - \$250,000
TOTAL: \$1,182,296.38*

Submitted at July 21, 2016 meeting: _____
Jake Anderson, City Administrator

QUARTERLY INVESTMENT REPORT – for period 04-01-16 through 06-30-16:

Summary

Transactions: In November 2015 the City Council adopted Resolution #2015-37 which designated Earlham Savings Bank as the City’s official depository. Staff completed the transfer funds to Earlham Bank during this quarter. Otherwise there were no other significant transactions to report during the first quarter of the calendar year (or third quarter of the fiscal year). Bank charges at Earlham bank are \$25.00 per month however interested received is generally twice that amount.

As of 06-30-16 the total cash balance was \$1,087,445.01*; and the cash/investment breakdown is:

Checking – ESB - \$837,115.01
Petty Cash - \$300.00
Change Fund - \$30.00
Certificate of Deposit – ESB - \$250,000
TOTAL: \$1,087,445.01*

Applicant License Application (LC0040126)

Name of Applicant: <u>Van Meter Post No. 403 of the</u>		
Name of Business (DBA): <u>Veteran's Reception Center</u>		
Address of Premises: <u>910 Main Street</u>		
City <u>Van Meter</u>	County: <u>Dallas</u>	Zip: <u>50261</u>
Business <u>(515) 996-9166</u>		
Mailing <u>PO Box 81</u>		
City <u>Van Meter</u>	State <u>IA</u>	Zip: <u>50261</u>

Contact Person

Name <u>Kelly Thompson</u>	
Phone: <u>(515) 996-9166</u>	Email <u>vrciowa@gmail.com</u>

Classification Class C Liquor License (LC) (Commercial)

Term: 12 months

Effective Date: 07/01/2016

Expiration Date: 06/30/2017

Privileges:

Class C Liquor License (LC) (Commercial)

Living Quarters

Outdoor Service

Sunday Sales

Status of Business

BusinessType: <u>Privately Held Corporation</u>	
Corporate ID Number: <u>83127</u>	Federal Employer ID <u>42-6074483</u>

Ownership

Marsha Whiteaker

First Name: Marsha **Last Name:** Whiteaker
City: Van Meter **State:** Iowa **Zip:** 50261
Position: Commander
% of Ownership: 0.00% **U.S. Citizen:** Yes

Mike Koch

First Name: Mike **Last Name:** Koch
City: Van Meter **State:** Iowa **Zip:** 50261
Position: Financial Officer
% of Ownership: 0.00% **U.S. Citizen:** Yes

Adam Coyle

First Name: Adam **Last Name:** Coyle

City: Van Meter **State:** Iowa **Zip:** 50261
Position: Administrative
% of Ownership: 0.00% **U.S. Citizen:** **Yes**
Leslie Herman
First Name: Leslie **Last Name:** Herman
City: Van Meter **State:** Iowa **Zip:** 50261
Position: Manager
% of Ownership: 0.00% **U.S. Citizen:** **Yes**

Insurance Company Information

Insurance Company: <u>Cincinnati Specialty Underwriters</u>	
Policy Effective Date: <u>07/01/2016</u>	Policy Expiration <u>07/01/2017</u>
Bond Effective	Dram Cancel Date:
Outdoor Service Effective	Outdoor Service Expiration
Temp Transfer Effective	Temp Transfer Expiration Date:

Applicant License Application ()

Name of Applicant: <u>National Restaurants LLC</u>		
Name of Business (DBA): <u>Grover Flavors</u>		
Address of Premises: <u>420 Mill St</u>		
City <u>Van Meter</u>	County: <u>Dallas</u>	Zip: <u>50261</u>
Business <u>(515) 339-6045</u>		
Mailing <u>420 Mill St</u>		
City <u>Van Meter</u>	State <u>IA</u>	Zip: <u>50261</u>

Contact Person

Name <u>Jesus Garcia</u>		
Phone: <u>(515) 339-6045</u>	Email <u>lopezproject6@gmail.com</u>	

Classification Class C Liquor License (LC) (Commercial)

Term:12 months

Effective Date: 07/15/2016

Expiration Date: 01/01/1900

Privileges:

- Class C Liquor License (LC) (Commercial)
- Outdoor Service
- Sunday Sales

Status of Business

BusinessType: <u>Limited Liability Company</u>		
Corporate ID Number: <u>523474</u>	Federal Employer ID <u>81-2807441</u>	

Ownership

Roberta Garcia

First Name: Roberta **Last Name:** Garcia
City: Des Moines **State:** Iowa **Zip:** 50311
Position: member
% of Ownership: 100.00% **U.S. Citizen:** Yes

Insurance Company Information

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

Agenda Item #8 - Proposed Plat of Survey for Robert's Acres

Submitted for:

Action

Recommendation:

Approval

Sample Language:

Mayor: *Would staff please present the proposal?*

Staff: *Reviews proposal.*

Mayor: *Does the City Council wish to discuss the proposal further? If not, I would entertain a motion to approve the proposal as it has been presented to us.*

City Councilmember _____: *So moved.*

City Councilmember _____: *Second.*

Mayor: *Roll Call Please.*

City Clerk: *Lyon ___; Sacker ___; Tweed ___; Peterson ___; Stump ___;*

Mayor: *The proposal is adopted. Thank you.*



July 6, 2016

Jake Anderson
City Administrator
City of Van Meter
505 Grant Street
P.O. Box 160
Van Meter, Iowa 50261-0160

VAN METER, IOWA
ROBERTS ACRES PLAT OF SURVEY
PARCEL 17-104 OF LOT 3

Enclosed is a copy of the preliminary plat of survey and the plat of survey submitted by Jim Roberts for a portion of Lot 3 of Roberts Estates. Jim Roberts is planning to create one additional single family residential lot. The single family residential lot is located directly west of the two lots created in Roberts Acres.

The street frontage for Roberts Acres is Richard Circle located along the north side of Lot 3. Water service is available on the north side of Richard Circle. Sanitary sewer constructed by Jim Roberts to serve the two lots in Roberts Acres will serve the new lot.

The creation of Lot 3 does not require Jim Roberts to install any additional public utilities. Under the City of Van Meter's subdivision ordinance both a preliminary plat and a final plat are required. Because there are no public improvements, the City of Van Meter can approve the preliminary plat and the final plat simultaneously.

The surveyor for Jim Roberts, Ty Enderson, consulted with Dallas County and determined a plat of survey would be acceptable. The plat of survey serves the same purpose as the final plat required under the City of Van Meter's subdivision ordinance.

Jake Anderson
July 6, 2016
Page 2

The difference between the final plat and a plat of survey deals with the designation of the parcels. With a final plat both the newly created lot and the residual portion of Lot 3 of Roberts Acres would be designated as lots in the new subdivision created by the final plat. With a plat of survey there is no complete replatting of Lot 3 of Roberts Acres. The plat of survey creates a separate parcel designation for the new lot. The parcel designation is assigned by Dallas County based on the location and number of property splits within the section. With the plat of survey the designation of Lot 3 of the original Roberts Acres remains unchanged except the designation will be Lot 3 of Roberts Acres less the newly created Parcel 17-104.

The writer believes there is a slight preference for the platting process as it creates more easily identifiable lot numbers. However, for the creation of a single parcel the plat of survey procedure is acceptable.

The newly created lot appears to meet the requirements of the City with respect to its zoning ordinance. The lot has adequate size and the setbacks for a buildable area. The writer would note the distance from the southerly line of the new lot to the building on the existing Lot 3 is just greater than the side yard setback required under the City's subdivision ordinance. Because the existing Lot 3 fronts against Richland Road, the north line of the residual Lot 3 would be considered a side yard against the new lot and the side yard setback would be acceptable.

The writer did not require the plat of survey to meet all of the requirements of the ordinance. The writer only required the preliminary plat to meet the basic requirements to illustrate what was intended with respect to the new lot. From an engineering and zoning perspective the preliminary plat of survey and plat of survey are satisfactory.

The preliminary plat of survey and plat of survey are being transmitted to the City of Van Meter for review and consideration by the Plan & Zoning Commission and the City Council. As indicated earlier the City can consider the approval of the preliminary plat and the plat of survey simultaneously.

The City will need to consult with City Attorney Eric Fisk to determine what documents he will require with respect to the plat of survey. Although the plat of survey creates the same division of property contemplated by a final plat under the City's subdivision ordinance, the creation of the single lot does not automatically trigger the subdivision ordinance. It would appear the requirements of the ordinance relative to the submittal of documentation may not be required for the plat of survey.

Jake Anderson
July 6, 2016
Page 3

If you have any questions or comments concerning the project, please contact the writer at 225-8000.

VEENSTRA & KIMM, INC.

A handwritten signature in black ink, appearing to read "H. R. Veenstra Jr.", with a stylized flourish at the end.

H. R. Veenstra Jr.

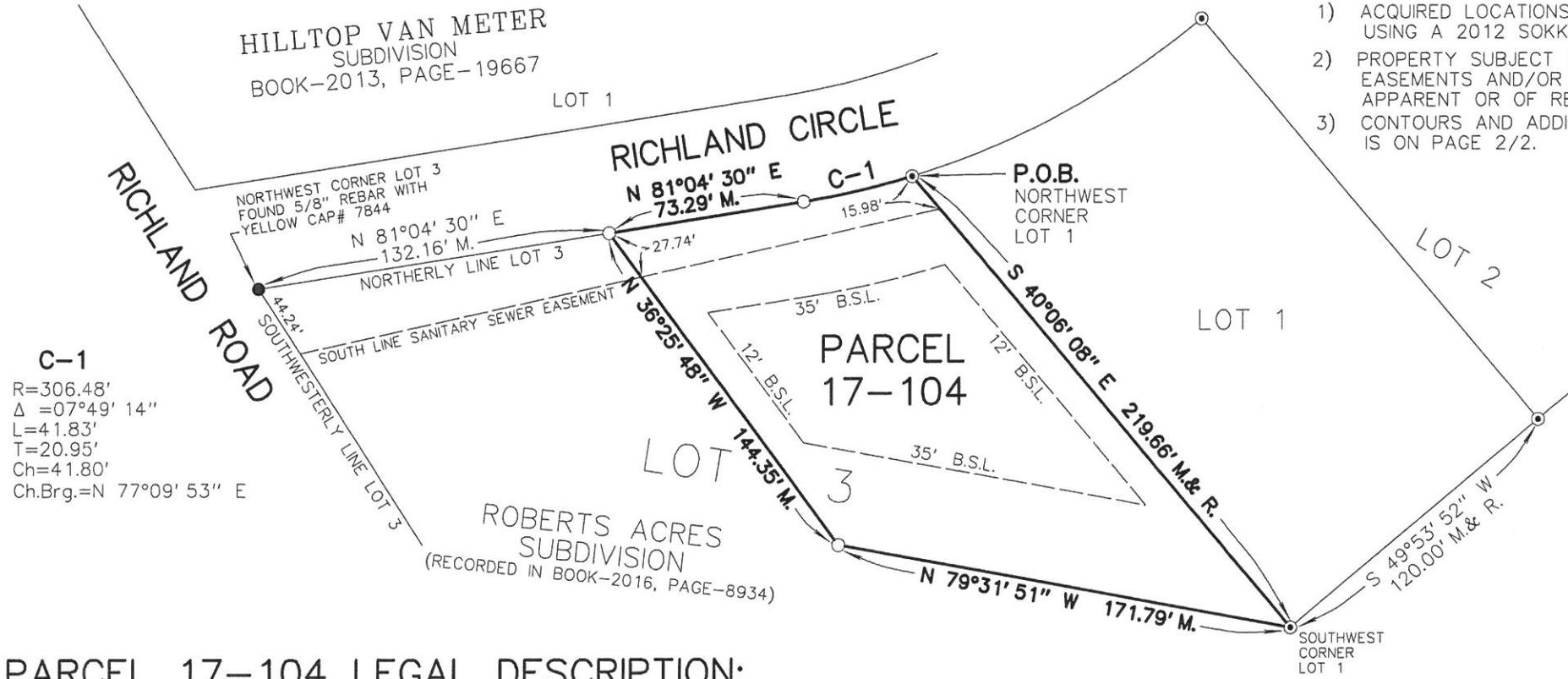
HRVJr:pjh
193
Enclosure

PREPARED BY: TY-END SURVEYING, L.L.C. - 1820 1ST ST. - PERRY, IOWA 50220 - PHONE (515) 465-2901

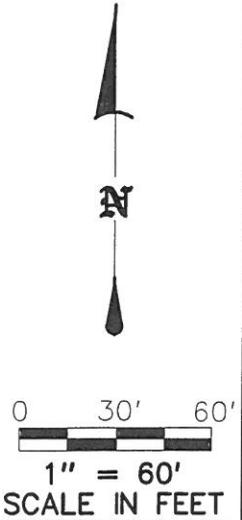
PRELIMINARY PLAT OF SURVEY PARCEL 17-104 OF LOT 3 OF ROBERTS ACRES

SURVEYED FOR OWNER: JAMES LEE ROBERTS
SURVEYED: 6-27-16 - 7-5-16

- SURVEYOR'S NOTE:**
- 1) ACQUIRED LOCATIONS AND BEARINGS USING A 2012 SOKKIA GRX 1 G.P.S.
 - 2) PROPERTY SUBJECT TO ANY EASEMENTS AND/OR RESTRICTIONS APPARENT OR OF RECORD.
 - 3) CONTOURS AND ADDITIONAL INFORMATION IS ON PAGE 2/2.



C-1
 R=306.48'
 $\Delta = 07^{\circ}49'14''$
 L=41.83'
 T=20.95'
 Ch=41.80'
 Ch.Brg.=N 77°09' 53" E



PARCEL 17-104 LEGAL DESCRIPTION:

A PARCEL OF LAND LOCATED IN LOT 3 OF ROBERTS ACRES, AN OFFICIAL PLAT NOW IN AND FORMING A PART OF THE CITY OF VAN METER, DALLAS COUNTY, IOWA. MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF LOT 1 OF SAID ROBERTS ACRES; THENCE S 40°06' 08" E 219.66 FEET TO THE SOUTHWEST CORNER OF SAID LOT 1; THENCE N 79°31' 51" W 171.79 FEET; THENCE N 36°25' 48" W 144.35 FEET TO A POINT ON THE NORTHERLY LINE OF SAID LOT 3; THENCE ALONG SAID NORTHERLY LINE N 81°04' 30" E 73.29 FEET; THENCE CONTINUING ALONG SAID NORTHERLY LINE 41.83 FEET ALONG A 306.48 FOOT RADIUS CURVE CONCAVED NORTHWESTERLY WITH A DELTA OF 07°49' 14" AND WHOSE CHORD BEARS N 77°09' 53" E A DISTANCE OF 41.80 FEET TO THE POINT OF BEGINNING AND CONTAINING 0.443 ACRES (19316 Sq.Ft.) MORE OR LESS.

I HEREBY CERTIFY THAT THIS SURVEYING DOCUMENT WAS PREPARED AND THE RELATED SURVEY WORK WAS PERFORMED BY ME AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF IOWA.

Tyrone L. Anderson
 TYRONE L. ENDERSON IOWA LIC. NO. 17350 DATE 7-5-16
 MY LICENSE RENEWAL DATE IS DECEMBER 31, 2016
 PAGES CERTIFIED PAGES 1/2 AND 2/2



TY-END SURVEYING, L.L.C.
 1820 1ST ST. - PERRY, IOWA 50220
 CELL - (515)250-2833

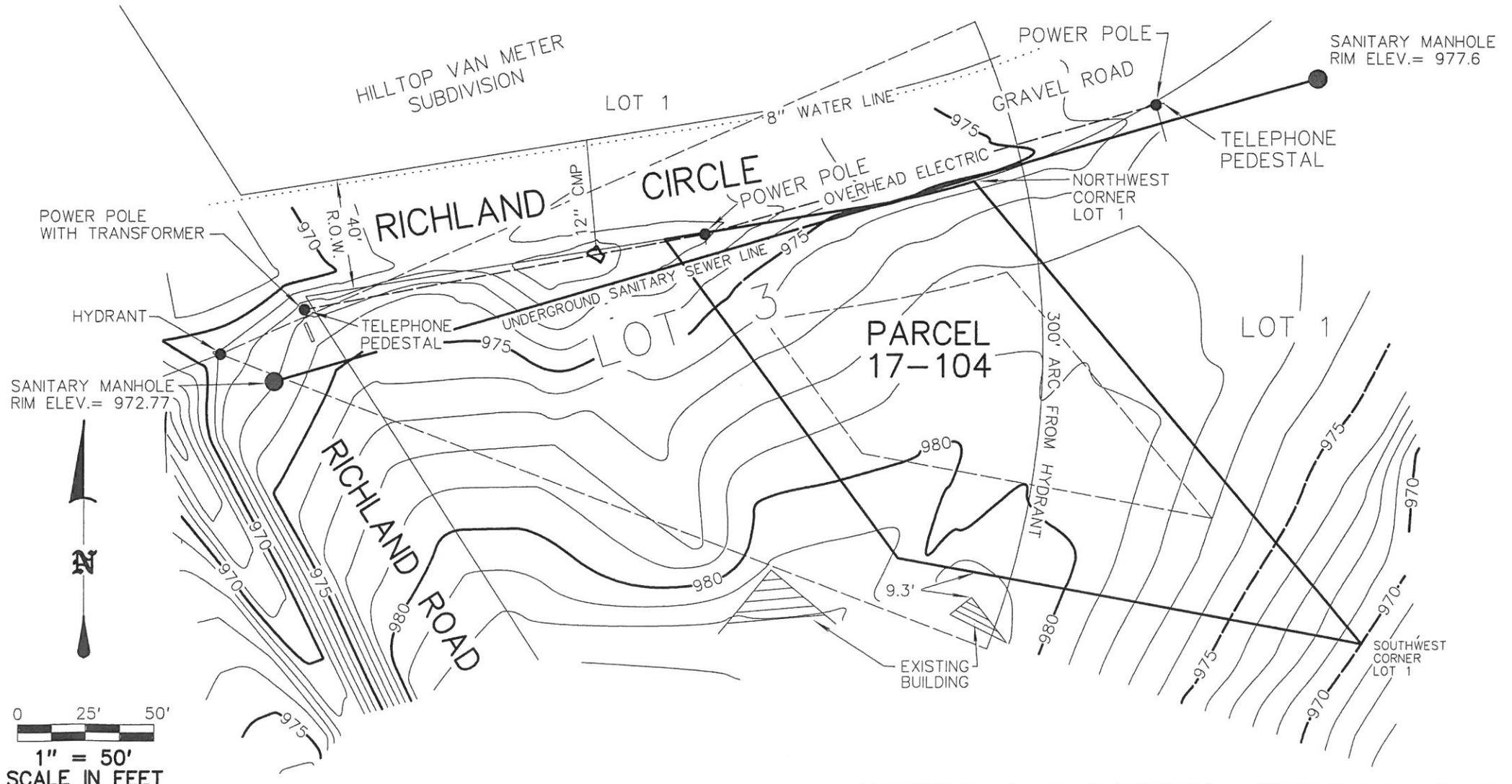
LEGEND:
 ● FOUND MONUMENT AS NOTED
 ○ SET 1/2" REBAR WITH ORANGE CAP# 17350

● FOUND MONUMENT AS NOTED
 ○ SET 1/2" REBAR WITH ORANGE CAP# 17350
 P.O.B. POINT OF BEGINNING
 B.S.L. BUILDING SET-BACK LINE
 M. MEASURED
 R. RECORDED

PRELIMINARY PLAT OF SURVEY
PARCEL 17-104 OF LOT 3 OF ROBERTS ACRES

SURVEYED FOR OWNER: JAMES LEE ROBERTS
 SURVEYED: 6-27-16 - 7-5-16

PREPARED BY: TY-END SURVEYING, L.L.C. - 1820 1ST ST. - PERRY, IOWA 50220 - PHONE (515) 465-2901



TY-END SURVEYING, L.L.C.
 1820 1ST ST. - PERRY, IOWA 50220
 CELL - (515)250-2833

NOTE:
 USED USGS BENCHMARK T 161 ELEVATION = 878.22
 ALL LOCATIONS AND ELEVATIONS WERE OBTAINED USING A 2012 SOKKIA GRX 1 G.P.S.

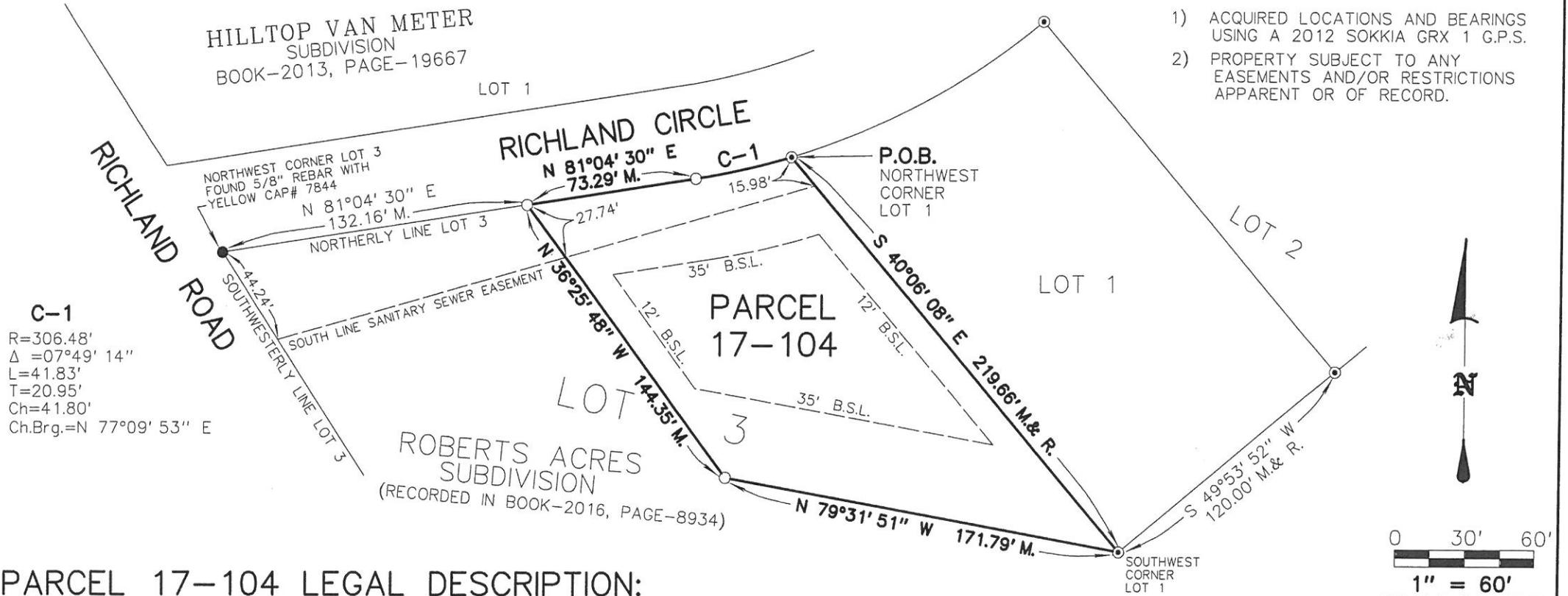
PREPARED BY: TY-END SURVEYING, L.L.C. - 1820 1ST ST. - PERRY, IOWA 50220 - PHONE (515) 465-2901

PLAT OF SURVEY PARCEL 17-104 OF LOT 3 OF ROBERTS ACRES

SURVEYED FOR OWNER: JAMES LEE ROBERTS
SURVEYED: 6-27-16 - 7-5-16

SURVEYOR'S NOTE:

- 1) ACQUIRED LOCATIONS AND BEARINGS USING A 2012 SOKKIA GRX 1 G.P.S.
- 2) PROPERTY SUBJECT TO ANY EASEMENTS AND/OR RESTRICTIONS APPARENT OR OF RECORD.



PARCEL 17-104 LEGAL DESCRIPTION:

A PARCEL OF LAND LOCATED IN LOT 3 OF ROBERTS ACRES, AN OFFICIAL PLAT NOW IN AND FORMING A PART OF THE CITY OF VAN METER, DALLAS COUNTY, IOWA. MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF LOT 1 OF SAID ROBERTS ACRES; THENCE S 40°06'08" E 219.66 FEET TO THE SOUTHWEST CORNER OF SAID LOT 1; THENCE N 79°31'51" W 171.79 FEET; THENCE N 36°25'48" W 144.35 FEET TO A POINT ON THE NORTHERLY LINE OF SAID LOT 3; THENCE ALONG SAID NORTHERLY LINE N 81°04'30" E 73.29 FEET; THENCE CONTINUING ALONG SAID NORTHERLY LINE 41.83 FEET ALONG A 306.48 FOOT RADIUS CURVE CONCAVED NORTHWESTERLY WITH A DELTA OF 07°49'14" AND WHOSE CHORD BEARS N 77°09'53" E A DISTANCE OF 41.80 FEET TO THE POINT OF BEGINNING AND CONTAINING 0.443 ACRES (19316 Sq.Ft.) MORE OR LESS.

I HEREBY CERTIFY THAT THIS SURVEYING DOCUMENT WAS PREPARED AND THE RELATED SURVEY WORK WAS PERFORMED BY ME AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF IOWA.

Tyrone L. Anderson
TYRONE L. ENDERSON IOWA LIC. NO. 17350 DATE 7-5-16
MY LICENSE RENEWAL DATE IS DECEMBER 31, 2016
PAGES CERTIFIED ONE

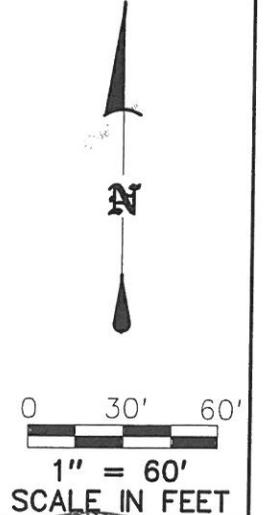


TY-END SURVEYING, L.L.C.
1820 1ST ST. - PERRY, IOWA 50220
CELL - (515)250-2833

LEGEND:
● FOUND 1/2" REBAR WITH ORANGE CAP# 17350

● FOUND MONUMENT AS NOTED
○ SET 1/2" REBAR WITH ORANGE CAP# 17350

● P.O.B. POINT OF BEGINNING
● B.S.L. BUILDING SET-BACK LINE
● M. MEASURED
● R. RECORDED



Agenda Item #9 - Promotional Video Proposal

Submitted for:

Action

Recommendation:

Table

Sample Language:

Mayor: *Would staff please present the proposal?*

Staff: *Reviews proposal.*

Mayor: *Does the City Council wish to discuss the proposal further? If not, I would entertain a motion to table the proposal as it has been presented to us.*

City Councilmember _____: *So moved.*

City Councilmember _____: *Second.*

Mayor: *Roll Call Please.*

City Clerk: *Lyon ___; Sacker ___; Tweed ___; Peterson ___; Stump ___;*

Mayor: *The proposal is tabled. Thank you.*

Full Spectrum Productions, LLC
222 E. 3rd Street
Des Moines, Iowa 50309

City of Van Meter

Video Production Proposal

Scope of Work/Budget

Preproduction –

• Review draft script and plan location shooting; ID available B-roll \$ 100

Production –

• 1 day location production for key interviews and B-roll \$ 850

• VO narration recording \$ 150

• search/gather additional B-roll to fit script \$ 500

Postproduction –

• transfer, log and transcribe interviews; log B-roll \$ 500

• create edit script with all elements \$ 750

• find suitable background music; off-line edit to assemble key elements; final on-line edit with titles, graphics and transitions; encoding digital masters and DVD master \$2,150

Total **\$5,000**

Submitted 7.6.2016 Kent Newman, President
Full Spectrum Productions, LLC

Agenda Item #10 - Van Meter Community Development Corporation Discussion

Submitted for:

Discussion

Recommendation:

N/A

Sample Language:

Mayor: *Does the City Council or staff have anything to discuss in regards to the efforts of the Van Meter Community Development Corporation.*

Agenda Item #11 - Reports

Submitted for:
Information
Recommendation:

Sample Language:

Department/Committee Reports:

- a. Staff Reports
 - i. Parks and Rec
 - ii. Library
 - iii. Public Safety
 - iv. Public Works
 - v. Attorney
 - vi. Engineer
 - vii. Administrator
- b. Council Committees
 - i. Finance, Tweed, Peterson, Adams
 - ii. Policy, Peterson, Sacker, Adams
 - iii. Economic Development, Lyon, Tweed, Adams
 - iv. Public Safety, Adams, Stump, Lyon
 - v. Public Works/Infrastructure, Stump, Sacker, Adams
 - vi. Ad-Hoc Committees
- c. Liaison Reports
 - i. EMA, E911, Adams, :yon
 - ii. Library Board, Peterson
 - iii. Parks and Rec Board, Sacker

Agenda Item #12 - Adjournment

Submitted for:

Action

Recommendation:

Approval

Sample Language:

Mayor: *With no further business do I hear a motion to adjourn?*

City Councilmember _____: *So Moved.*

City Councilmember _____: *Second*

City Clerk: *Lyon ___; Stump ___; Tweed ___; Sacker ___; Peterson ___;*

Mayor: *The meeting is adjourned. Thank you.*