

City of Van Meter, Iowa
City Council Minutes – 4-9-2014

- 1) The Van Meter City Council met for a work session discussion on Wednesday, April 9, 2014 at the Veteran Reception Center, at 910 Main Street in Van Meter. Mayor Adams called the meeting to order at 6:33PM. The following council members were present: Kim Sacker, Bob Lacy, Mike Peterson, Owen Stump and Elizabeth Tweed.

Also present was City Administrator Jake Anderson.

- 2) Mayor Adams, the City Council, and City Administrator Jake Anderson discussed at length the parameters for developing a purchasing policy. The City Council debated purchasing limits, pre-approvals, and considerations necessary to reach a purchase decision. Giving preference to local vendors was a focus of the discussion. The City Council directed staff to draft a policy based on the discussion for review and approval at a later Council meeting.
- 3) Mayor Adams, the City Council, and City Administrator Jake Anderson discussed the parameters for developing a public relations policy. The City Council debated designating the City Administrator as the public information officer requiring any and all contact with the press to go through the City Administrator. Exceptions were debated to allow for pre-approval or delegation of contact with the press and excluding on-scene emergency services from the policy. The City Council directed staff to draft a policy based on the discussion or review and approval at a later Council meeting.
- 4) There was no other discussion or non-action items.
- 5) With no further business Mayor Adams asked for a motion to adjourn. Moved by Lacy supported by Peterson. Passed unanimously.

_____ Allan B. Adams, Mayor

ATTEST

_____ Jake Anderson, City Administrator