

-NOTICE OF A PUBLIC MEETING-
Governmental Body: Van Meter City Council
Date of Meeting: Thursday, February 18, 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 January 21, 2016 City Council meeting
 - b. January Claims list
 - c. January Financial Statement
 - d. Approve Fat Randi’s Liquor License.
8. Years of Service Pinning Ceremony for members of the Van Meter Department of Public Safety
9. A public hearing and action on a proposal to amend the water service and billing arrangement with the residents at “Feldman Acres” rural subdivision.
10. A presentation on a Community Design plan developed by the Iowa Architectural Foundation for the Van Meter Community Development Corporation.
11. A public hearing and action on the first reading of a proposed ordinance amending the Van Meter Code of Ordinances to adopt the 2015 International Building Codes. Consideration will be given to waiving readings two and three and proceeding directly to approval and adoption.
12. A public hearing and action on a resolution adopting a proposed budget and levy rate for the Fiscal Year Ending June 30, 2017.
13. Discussion and Action on proposed Parks and Recreation policies concerning the sale of sponsorship advertisements and facility rentals forwarded from the Parks and Rec Board with a recommendation for approval.
14. 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
15. Adjourn

Agenda Item #1 - Call to Order

Submitted for:

Recommendation:

Sample Language:

Mayor: *The time is Seven O'clock PM on Thursday, February 18, 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, January 21, 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, Owen Stump, Mike Peterson and Elizabeth Tweed. Lyn Lyon was absent.

Staff present: City Administrator Jake Anderson, City Attorney/Parliamentarian Erik Fisk, Public Safety Director/Sergeant at Arms William Daggett, Public Works Director Dave Herman, Parks and Rec Director Alex Brayton.

- 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 Sacker supported by Peterson. 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 declared that no one signed in to make public comments. Hearing none 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 December 14, 2015 council meeting.
 - b. December Claims list.

VENDOR	REFERENCE	AMOUNT
ACCO	WATER CHEMICALS	\$ 574.00
ADT SECURITY SERVICES	MONTHLY ALARM SERVICE	\$ 52.62
AGSOURCE COOPERATIVE SERVICES	WATER TESTING	\$ 50.50
ARNOLD MOTOR SUPPLY	SHOP SUPPLIES	\$ 17.29
BAKER & TAYLOR	BOOKS	\$ 351.38
BALDON HARDWARE	KEY IDENTIFIERS	\$ 2.98
BANKERS TRUST	DEBT SERVICE PMTS SERIES 08 11	\$ 8,570.00
CARPENTER UNIFORM CO	UNIFORM & MISC E FAUST	\$ 1,017.45
CASEY'S GENERAL STORE	GAS/MERCH	\$ 817.99
CENTURY LINK	PD/FD/FAX	\$ 388.74
CITY WIDE HEATING & AIR	FURNACE REPAIR - SHOP	\$ 109.20
CULLIGAN	AUTO RENTAL	\$ 21.95
DALLAS CO AUDITOR	NOV 3, 2015 CITY ELECTION	\$ 1,760.92
DALLAS COUNTY NEWS	WINTER MARKET ADS	\$ 353.93
DANKO	HELMETS AND VESTS	\$ 709.02
DELTA DENTAL	EMPLOYEE DENTAL INS	\$ 885.60
DEPT OF ADMINSTRATIVE	CPM 23/THOMPSON OCT & NOV	\$ 500.00
EFTPS	FED/FICA TAX	\$ 3,996.46
EFTPS	FED/FICA TAX	\$ 4,031.40
ELECTRONIC ENGINEERING	PAGER REPAIR	\$ 109.95
ERIK FAUST	PROFESSIONAL WEAPON PERMIT	\$ 50.00
HACH	WATER CHEMICALS	\$ 382.89
HAWKEYE TRUCK EQUIPMENT	PLOW REPAIRS	\$ 518.50
HEARTLAND COOP	FD DIESEL	\$ 221.05
IFMCV	MONTHLY RENT PER LEASE/OPTION	\$ 1,000.00
ISU EXTENSION - DALLAS CO	MATERIALS FOR APP LICENSE	\$ 63.00
JETCO INC	WTP CONTROL PANEL SERVICE/LAB	\$ 380.95
KONICA MINOLTA	QRTLY BILLING & MAINTENANCE	\$ 243.98
LAW ENFORCEMENT SYSTEMS INC	CASE MANAGEMENT FILES	\$ 168.00
LIZ THOMPSON	DRAKE CPM 23/MILEAGE & DINING	\$ 66.82
LOWE'S	FD	\$ 415.31
MATHESON TRI GAS INC	OXYGEN	\$ 21.12
MATT PARROTT/STOREY KENWORTHY	W2'S & RELATED MATERIAL	\$ 85.84

MEDIACOM	INTERNET	\$ 205.90
METHODIST OC/HEALTH & WELLNESS	C GREER PHYSICAL	\$ 151.00
MIDAMERICAN ENERGY	GAS/ELEC	\$ 2,767.00
MONTICELLO PUBLIC LIBRARY	BOOKS	\$ 14.00
MORRIS EXCAVATING LTD	WEBSTER CIRLCE WA LEAK	\$ 390.00
BERGANKDV	SERVER PROJECT	\$ 7,680.16
OFFICE DEPOT	CITY HALL SUPLLIES	\$ 656.80
SECRETARY OF STATE	NOTARY FOR E FAUST	\$ 35.00
SHELLY JAMES	OFFICE CLEANING	\$ 180.00
SHORTELT INC	PHONE SERVICES CITY HALL	\$ 431.04
SOUTHERN IA COUNCIL OF GOV	MEMBERSHIP FY 2017	\$ 2,032.00
SQUARE, INC	CREDIT CARD ACCEPTANCE FEE	\$ 27.61
SQUARE, INC	CREDIT CARD ACCEPTANCE FEE	\$ 9.87
STANARD & ASSOCIATES INC	POST TESTING	\$ 58.00
SURPASS SOFTWARE	SURPASS SUBSCRIPTION FEE 16/17	\$ 1,775.00
SYNCB/AMAZON	BOOKS & MOVIES/OFFICE MATERIAL	\$ 239.66
THE HARTFORD	EMPLOYEE LIFE/DIS INS	\$ 274.65
THOMPSON PUBLIC LIBRARY	MAD MAX DVD	\$ 12.59
TREAS - ST OF IA SALES TX	4TH QRT 2015 SALES TAX	\$ 2,415.00
UNIVERSITY OF IOWA	CPR CARDS	\$ 151.00
US POSTMASTER	JAN UT BILLS/NEWSLETTER	\$ 203.70
VEENSTRA & KIMM INC	PROF SERVICES/BLDG INSPECTIONS	\$ 4,727.60
VETERANS RECEPTION CENTER	WINTER MARKET 2015	\$ 300.00
WASTE CONNECTIONS	GARBAGE CONTRACT	\$ 6,598.21
WAUKEE HARDWARE & RENT IT	KEYS FOR FAUST	\$ 15.60
WELLMARK	EMPLOYEE HEALTH INS	\$ 7,942.30
WELLS FARGO CC	COUNCIL TECHNOLOGY	\$ 2,421.27
WELLS FARGO CC	BALANCE ON 012016-PD POSTAGE	\$ 6.00
	***** REPORT TOTAL *****	\$ 69,659.80

c. December Financial Statement/Quarterly Investment Report.

FUND	RECEIVED	DISBURSED
GENERAL	\$ 24,487.98	\$ 61,396.37
LIBRARY TECHNOLOGY FUND	\$ 0.01	\$ -
FARMERS MARKET	\$ 360.00	\$ -
Park OPERATIONS	\$ -	\$ 6,087.60
ROAD USE TAX	\$ 10,964.29	\$ 27,335.88
EMPLOYEE BENEFITS	\$ 2,318.40	\$ 9,202.87
EMERGENCY FUND	\$ 264.64	\$ 3,378.69
TIF-CR ESTATE	\$ 3,136.70	\$ 56,239.24
TIF-WH PINES SUBDIVISIO	\$ 815.29	\$ -
TIF-POLK CO. BANK	\$ 475.57	\$ 7,289.57
TIF ORIGINAL (420-844)	\$ 1,941.25	\$ -
PARK TRUST FUND	\$ 0.17	\$ -
LIBRARY TRUST FUND	\$ 27,525.14	\$ 5,960.34
VM COMMUNITY BETTERMENT	\$ -	\$ 55.00
SITE CERT/WA PROJECT	\$ -	\$ 5,071.08
DEBT SERVICE	\$ 2,975.57	\$ 8,570.00
WATER	\$ 15,887.26	\$ 14,214.80
SEWER	\$ 12,200.53	\$ 16,017.17
*****REPORT TOTAL*****	\$ 103,352.80	\$ 220,818.61

- d. Resolution #2016-1, "A Resolution appointing Monica Blay to the Dallas County Local Housing Trust Fund for a term ending December 31, 2019."
- e. Resolution #2016-2, "A Resolution to participate in the planning and development programs of the Southern Iowa Council of Governments"
- f. Set February 18, 2016 at 7:00p m. at the Veterans Reception Center at 910 Main Street in Van Meter as the date, time, and place, for a public hearing on a proposed ordinance amending the Van Meter Code of Ordinances to adopt the 2015 International Building Codes.
- g. Set February 18, 2016 at 7:00p m. at the Veterans Reception Center at 910 Main Street in Van Meter as the date, time, and place, for a public hearing on a proposed budget and levy rate for the Fiscal Year Ending June 30, 2017.

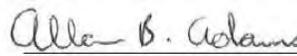
Peterson moved supported by Tweed to adopt and approve Resolution #2016-3, "A Resolution Adopting the Revised Consent Agenda." Passed unanimously.

- 8) Mayor Adams asked Administrator Anderson to present the proposal to set a new day and time for the regular City Council meetings. Anderson explained that it is important that the meetings be scheduled on a day that allows the Council members to attend the meeting. After some discussion Peterson moved supported by Tweed to set the regular City Council meeting on the third Thursday of each month at 7:00p.m. Passed unanimously.
- 9) Mayor Adams asked Administrator Anderson to present the proposed Council Operating Guidelines. Anderson explained that the document is unchanged from last year. Peterson moved supported by Stump to approve and adopt the Council Operating Guidelines as presented. Passed unanimously.
- 10) Mayor Adams asked Administrator Anderson to present the proposed Council Committee Assignments. Anderson explained that he was generally able to accommodate the interests of each Council member while making sure that everyone had a committee to chair while no two committees were made up of exactly the same individuals. Tweed moved supported Peterson to approve and adopt the proposed Council Committee Assignments as presented. Passed unanimously.
- 11) Mayor Adams asked Administrator Anderson to present the proposed City Council team building exercise. Anderson explained that with the seating of a new City Council member it may be good to spend some time getting to know each other as individuals, learning about each other's strengths, and what each individual may want to accomplish. The Council directed Anderson to organize an event at an escape chamber.
- 12) Mayor Adams asked Administrator Anderson to present the proposal to give notice of a public hearing on a proposal to amend the water service and billing arrangement with the residents at the "Feldman Acres" rural subdivision. Anderson explained that the water service in that area is not built to City standards, and that the existing arrangement is that the residents call in their monthly water reading. Anderson noted that staff had recently reviewed the situation because the house at 26400 352nd Pl. had burnt down and the owners were inquiring about disconnecting water service. Anderson presented information demonstrating that an analysis of the billing accounts yields an average meter reading submittal rate of only fifty-five percent (55%) despite repeated attempts by staff to solicit the information. Peterson moved supported by Stump to serve notice that the Council will hold a public hearing on February 18, 2016 at 7:00p.m. at the Veterans Reception Center at 910 Main Street in Van Meter at which time the Council will take action to adopt one of two alternatives: designate a single billing point of contact or annex and upgrade the infrastructure. Passed unanimously.
- 13) Department/Committee Reports

Parks and Recreation Director Brayton reported on having received FEMA dollars for the losses sustained in the flood at the Rec Complex last summer, organizing improvements funded by the REAP grant, on obtaining certification for public health requirements at the concession stand, and on seeking certification for the application of herbicides and pesticides.

City Attorney Fisk reported on a recodification project.

Administrator Anderson reported on the effort to find partners to share the costs of a hotel market study and on a project related to getting utility accounts accessible to customers through the City's website.
- 14) Having no further business Mayor Adams asked for a motion to adjourn. Moved by Peterson supported by Tweed. Passed unanimously.

 Allan B. Adams, Mayor

ATTEST
 Liz Thompson, City Clerk

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
----- ACCOUNTS PAYABLE CLAIMS -----				
A D DISTRIBUTING CO	FLAGS FOR CITY HALL/FIRE STAT	196.00		
ADT SECURITY SERVICES	SECURITY SERVICES	52.62		
AGSOURCE COOPERATIVE SERVICES	TESTING SERVICES	217.59		
BAKER & TAYLOR	BOOK	14.39		
BARNES & NOBLE BOOK SELLER	EMS TEXTBOOKS & WORKBOOKS	1,144.80		
BOBS AUTO PARTS	WIPER BLADES	18.88		
BUSINESS FURNITURE WAREHOUSE	FURNITURE AND CHAIRS	2,135.00		
CARPENTER UNIFORM CO	DAGGET/FAUST UNIFORMS	1,490.85		
CASEY'S GENERAL STORE	POLICE GAS	658.25		
CENTURY LINK	PHONE CHARGES	275.42		
CHARLES GABUS FORD	RENTAL VANS FOR SKI TRIP	181.25		
CULLIGAN	AUTOMATIC RENTAL	21.95		
DELTA DENTAL	EMPLOYEE DENTAL INS	885.60	11178576	1/31/16
ED FRAZIER	5035 BULLDOG AVE WA MAIN BREAK	260.00		
EFTPS	FED/FICA TAX	5,185.12	11178570	1/29/16
ELECTRONIC ENGINEERING	PAGER REPAIR/NEW AMB RADIO	516.15		
ERIK FAUST	PAY FOR DRYWALL SUPPLIES	12.58		
H D SUPPLY WATERWORKS	MANHOLE RISER	274.72		
HEARTLAND COOP	FD DIESEL	136.25		
IACP	ITNL ASSOC OF POLICE DUES 16	170.00		
IFMCV	MONTHLY RENT PER LEASE/OPTION	1,000.00		
IOWA ONE CALL	EMAILS	19.90		
IOWA PRISON INDUSTRIES	FAUST ACADEMY UNIFORM	225.00		
IOWA STATE UNIVERSITY	2016 GTSB CONFERENCE	50.00		
IOWA WORKFORCE DEVELOPMENT	WELKER UNEMPLOYMENT	1,080.00		
IPERS	PROTECT IPERS	4,762.37	11178568	1/29/16
LIZ THOMPSON	CPM 23 THOMPSON/MILEAGE & DINE	87.06		
LOWE'S	PD OFFICE IMPROVEMENTS/MISC	416.91		
MATHESON TRI GAS INC	OXYGEN REPLACEMENT	327.10		
MEDIACOM	INTERNET	205.90		
METERING & TECHNOLOGY SOLUTION	METERS & METER SUPPLIES	826.66		
MIDAMERICAN ENERGY	GAS/ELEC	3,101.75		
NATL ASSOC OF SRO INC	1 YR MEMBERSHIP FAUST/DAGGETT	80.00		
OFFICE DEPOT	DPS SUPPLIES	528.38		
PAYPAL PAYFLOW	VERIFICATION TRANSACTION	.25	11178574	1/31/16
POPULAR SUBSCRIPTION SERVICE	MAG SUBSCRIPTION RENEWAL	250.00		
ROSENBAUER SOUTH DAKOTA LLC	1988 SUTHPEN 65' MINI TOWER	10,000.00		
SEVEN OAKS	PARKS & REC SKI TRIP	814.00		
SHORTEL INC	PHONE CHARGES CITY HALL	215.72		
SLYCORD ELECTRIC CO	DPS ROOM ELECTRICAL	2,940.00		
SQUARE, INC	CREDIT CARD ACCEPTANCE FEE	18.36	11178572	1/31/16
SQUARE, INC	VERIFICATION TRANSACTION	.49	11178573	1/31/15
STIVERS FORD	PAINT NEW AMBULANCE	4,000.00		
TASTE OF HOME	SUBSCRIPTION	31.98		
THE HARTFORD	EMPLOYEE LIFE/DIS INS	274.65	11178577	1/31/16
TREAS - STATE OF IOWA W/H	STATE TAX	1,361.00	11178569	1/29/16
TYCO INTEGRATED SECURITY LLC	QUARTERLY BILLING	120.00		
UNITYPOINT CLINIC	2016 DATA MEMBERSHIP DUES	30.00		
US POSTMASTER	FEB UT BILLS/NEWSLETTER	203.22	25738	1/28/16
VEENSTRA & KIMM INC	ENGINEERING SERVICES	13,285.00		
VERIZON WIRELESS	CELL PHONE SERVICES	690.77	25732	1/25/16

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

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
WASTE CONNECTIONS	GARBAGE CONTRACT	6,628.21		
WAUKEE HARDWARE & RENT IT	SCREWS	7.76		
WELLMARK	EMPLOYEE HEALTH INS	9,278.79	11178575	1/31/16
WELLS FARGO	SAFETY DEPOSIT BOX	40.00	11178571	1/31/16

**** PAID TOTAL **** 22,700.62

**** SCHED TOTAL **** 54,048.03

**** OPEN TOTAL ****

**** ON HOLD TOTAL ****

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

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76,748.65

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DEPT DEPT NAME TOTAL CHECK# DATE

LIABILITIES	11,308.49
POLICE	9,377.83
EMERGENCY MANAGEMENT	13.12
FIRE	14,988.02
AMBULANCE	1,471.90
ROADS, BRIDGES, SIDEWALKS	2,782.10
STREET LIGHTING	210.19
GARBAGE	6,628.21
LIBRARY	3,258.66
PARKS	24.39
RECREATION	1,585.42
ECONOMIC DEVELOPMENT	13,285.00
CLERK/TREASURER/ADM	1,141.30
CITY HALL/GENERAL BLDGS	3,123.62
WATER	4,524.50
SEWER/SEWAGE DISPOSAL	3,025.90

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

FUND FUND NAME TOTAL CHECK# DATE

001	GENERAL	26,119.38		
049	VEHICLE INSPECTION FUND	2,135.00		
053	FD-VEHICLE REPLACEMENT	10,000.00		
059	PARK OPERATIONS	1,857.42		
110	ROAD USE TAX	2,838.90		
112	EMPLOYEE BENEFITS	8,005.55		
182	LIBRARY TRUST FUND	1,737.41		
186	SITE CERT/WA PROJECT	13,285.00		
600	WATER	6,138.72		
610	SEWER	4,631.27		

CALENDAR 1/2016, FISCAL 7/2016

ACCOUNT TITLE	LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
001 GENERAL	37,108.22	68,110.66	42,458.62	995.16-	61,765.10
049 VEHICLE INSPECTION FUND	9,517.93	.00	.00	.00	9,517.93
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	18,044.93	.00	.00	.00	18,044.93
054 VEHICLE REPLACEMENT-POL	5,631.25	.00	.00	.00	5,631.25
055 VEHICLE REPLACEMENT-FIR	1,403.82	1,500.00	.00	.00	2,903.82
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	3,854.21	.00	520.00	.00	3,334.21
059 PARK OPERATIONS	17,230.60-	1,120.00	2,754.54	253.31-	19,118.45-
060 GAS/ELEC FRANCHISE FEE	3,667.10	8,600.14	.00	.00	12,267.24
110 ROAD USE TAX	49,453.05	9,137.13	7,074.33	435.36-	51,080.49
112 EMPLOYEE BENEFITS	86,890.28	179.18	10,373.36	.00	76,696.10
119 EMERGENCY FUND	264.64	20.44	.00	.00	285.08
121 LOCAL OPTION SALES TAX	.00	.00	.00	.00	.00
125 TIF-CR ESTATE	246,341.91	.59	.00	.00	246,342.50
126 TIF-WH PINES SUBDIVISION	30,810.57	.00	.00	.00	30,810.57
127 TIF-POLK CO. BANK	46,116.90	.00	.00	.00	46,116.90
128 TIF-STANDBROUGH	.00	.00	.00	.00	.00
129 TIF ORIGINAL (420-844)	69,530.61	.00	.00	.00	69,530.61
180 PARK TRUST FUND	33,889.86	.00	.00	.00	33,889.86
181 REC TRUST	143,774.41	.00	.00	.00	143,774.41
182 LIBRARY TRUST FUND	61,373.93	.00	6,328.03	320.37-	54,725.53
183 VM COMMUNITY BETTERMENT	2,146.03	.00	55.00	.00	2,091.03
184 CDBG/HOUSING PROJECT	.00	.00	.00	.00	.00
185 REC CAPITAL FUND	27,431.22	.00	.00	.00	27,431.22
186 SITE CERT/WA PROJECT	150,657.02	.00	.00	.00	150,657.02
200 DEBT SERVICE	9,883.36	186.97	.00	.00	10,070.33
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	22,700.00	.00	.00	.00	22,700.00
600 WATER	96,497.21	23,291.40	20,154.89	477.71-	99,156.01
606 WATER MAIN PROJECT	37,710.29	.00	.00	.00	37,710.29
610 SEWER	237.69	12,642.14	9,539.12	480.29-	2,860.42
612 DEBT SERVICE-SEWER LAGO	.00	.00	.00	.00	.00
Report Total	1,192,840.18	124,788.65	99,257.89	2,962.20-	1,215,408.74



CITY OF VAN METER

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

<u><i>Treasurer's Report</i></u>	
Book Balance, Beginning of Month:	\$1,192,840.18
Add: Total Revenues this Month: with transfers	\$124,788.65
Less: Total Expenditures this Month: with transfers	(\$99,257.89)
Add: Δ Liability	(\$2,962.20)
Book Balance End of Month:	\$1,215,408.74

<u><i>Bank Reconciliation</i></u>	
Checking Account Balance End of Month:	\$977,440.91
Less: Outstanding Transactions (Cash Report):	(\$12,362.17)
Adjusted Checking Account Balance:	\$965,078.74
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	\$1,215,408.74

Difference:	\$0.00
Note(s):	

Verify: Mayor or Mayor Pro Tem:

Applicant License Application (LC0033627)

Name of Applicant:	<u>Fat Randi's Bar & Grill, Inc.</u>		
Name of Business (DBA):	<u>Fat Randi's</u>		
Address of Premises:	<u>415 Grant St</u>		
City	<u>Van Meter</u>	County:	<u>Dallas</u> Zip: <u>50261</u>
Business	<u>(515) 996-9400</u>		
Mailing	<u>PO Box 21</u>		
City	<u>Van Meter</u>	State	<u>IA</u> Zip: <u>502610021</u>

Contact Person

Name	<u>Randi L Van Rees</u>		
Phone:	<u>(515) 996-9400</u>	Email	<u>FATRANDIS@AOL.COM</u>

Classification Class C Liquor License (LC) (Commercial)

Term:12 months

Effective Date: 01/20/2016

Expiration Date: 01/19/2017

Privileges:

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

Status of Business

BusinessType:	<u>Privately Held Corporation</u>		
Corporate ID Number:	<u>304856</u>	Federal Employer ID	

Ownership

Randi L Van Rees

First Name: Randi L **Last Name:** Van Rees
City: Van Meter **State:** Iowa **Zip:** 50261
Position: President
% of Ownership: 100.00% **U.S. Citizen:** Yes

Insurance Company Information

Insurance Company:	<u>Founders Insurance Company</u>		
Policy Effective Date:	<u>01/20/2016</u>	Policy Expiration	<u>01/20/2017</u>
Bond Effective		Dram Cancel Date:	
Outdoor Service Effective		Outdoor Service Expiration	
Temp Transfer Effective Date		Temp Transfer Expiration Date:	

Agenda Item #8 -

Years of Service Pinning Ceremony for VMDPS

Submitted for:

Information

Recommendation:

N/A

Sample Language:

Mayor: *Would those being recognized please come forward.*

Mayor/DPS: *Presents pins.*

Mayor: *Thank you for your service.*

Agenda Item #9 - “Feldman Acres” Rural Subdivision Water Service/Billing Arrangement

Submitted for:

Action

Recommendation:

Approve serving notice that the water service will be terminated unless a single billing point of contact be designated for the development no later than June 30, 2016.

Sample Language:

Mayor: *Would staff please present the proposal?*

Staff: *Reviews proposal.*

Mayor: *At this time I will recognized members of the public who have signed in that wish to address the City Council on this matter. When I call your name you must stand at the podium, state your name and address for the record, and keep your comments to less than three (3) minutes.*

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.*

January 25, 2016

[REDACTED]
Van Meter, IA 50261

RE: Water Service and Billing at [REDACTED] in the "Feldman Acres" Rural Subdivision
Account # [REDACTED]

Over the years the City has attempted to work with the current water service and billing arrangement and upon recent review has found that the current agreement is no longer satisfactory. Only 55% of the residents actually submit water meter readings on a regular basis despite repeated attempts by the City to solicit the information.

Therefore, notice is hereby given that the Van Meter City Council will meet at 7:00p.m. on Thursday, February 18, 2016 at the Veterans Reception Center to hold a public hearing on a proposal to adopt one of the alternatives outlined below regarding the water service and billing arrangement for the residents of the "Feldman Acres" rural subdivision.

At the aforementioned date and time the City Council will consider taking action to give further notice that one of these options has been adopted:

- 1) On a date-certain the water service be terminated unless a single point of contact has been designated to receive a bill based on the water meter reading already built to City specifications and installed off the City water main near the intersection of Van Buren and DeSoto Road.

Or,

- 2) On a date-certain the water service be terminated unless 100% of the property owners file voluntary annexation applications and subsequently by a later date-certain, build the infrastructure up to the standards specified by the City Engineer in accordance with all appropriate laws.

This notice is given on this 25th day of January 2016.

Sincerely,

Allan B. Adams

Allan B. Adams, Mayor
Van Meter, Iowa

As of December 30, 2015

Property Location	Mailing Address	City	State	Zip	First Name	Last Name	Utility Account Number	Billing Cycles Since May 2011	Readings Since May 2011	Submittal Rate	Date of Last Water Reading
[REDACTED]	[REDACTED]	Van Meter	IA	50261	[REDACTED]	[REDACTED]	4000001	55	19	35%	Oct-13
[REDACTED]	[REDACTED]	Van Meter	IA	50261	[REDACTED]	[REDACTED]	4010001	55	46	84%	Dec-15
[REDACTED]	[REDACTED]	Van Meter	IA	50261	[REDACTED]	[REDACTED]	4020001	55	49	89%	Dec-15
[REDACTED]	[REDACTED]	Van Meter	IA	50261	[REDACTED]	[REDACTED]	4030002	40	30	75%	Dec-15
[REDACTED]	[REDACTED]	Van Meter	IA	50261	[REDACTED]	[REDACTED]	4030001	15	1	7%	Nov-11
[REDACTED]	[REDACTED]	Van Meter	IA	50261	[REDACTED]	[REDACTED]	4040001	55	47	85%	Dec-15
[REDACTED]	[REDACTED]	Adel	IA	50003	[REDACTED]	[REDACTED]	4050004	1	1	100%	Dec-15
[REDACTED]	[REDACTED]	Van Meter	IA	50261	[REDACTED]	[REDACTED]	4050003	15	7	47%	Jun-15
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	4050002	18	2	11%	May-15
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	4050001	21	1	5%	Jul-12
[REDACTED]	[REDACTED]	Van Meter	IA	50261	[REDACTED]	[REDACTED]	4060003	9	0	0%	-
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	4060002	5	0	0%	-
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	4060001	40	1	3%	May-12
[REDACTED]	[REDACTED]	Van Meter	IA	50261	[REDACTED]	[REDACTED]	4070001	55	55	100%	Dec-15
[REDACTED]	[REDACTED]	Van Meter	IA	50261	[REDACTED]	[REDACTED]	4080001	55	38	69%	Dec-15
[REDACTED]	[REDACTED]	Denver	CO	80202-4801	[REDACTED]	[REDACTED]	4090004	4	0	0%	-
[REDACTED]	[REDACTED]	Dallas	TX	75374	[REDACTED]	[REDACTED]	4090003	37	0	0%	-
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	4090002	7	2	29%	Apr-12
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	4090001	7	1	14%	Jul-11
AVERAGES								28.89	15.79	55%	

Agenda Item #10 - Community Design Presentation

Submitted for:

Information

Recommendation:

Receive and File

Sample Language:

Mayor: *Would the VMCDC representative please make their presentation?*

VMCDC: *Delivers presentation.*

Mayor: *Does the City Council have any questions?*

Mayor: *Thank you.*

VAN METER

Community Design Program

FINAL PRESENTATION
December 10, 2015



Agenda

- I. Introduction
- II. Community Design Program (CDP) Process
- III. Van Meter CDP Scope
- IV. SWOC Analysis
- V. Revitalization of Town Center
- VI. Recreational Enhancements
- VII. Way-Finding and Signage
- VIII. Short-term, Mid-term, Long-term Recommendations
- IX. Feedback & Questions

Design Team

- **Edd Soenke**, Architect
The Design Partnership
- **Hannah Schurrer**, Architect
DLR Group
- **Francis Boggus**, Community and Regional Planner
Francis Boggus & Associates
- **Cory Scott**, Community and Regional Planner
RDG Planning & Design
- **Sophie Feng**, Landscape Architect
RDG Planning & Design
- **Mikaela Jimmerson**, Interior Design Student & Van Meter Native
Iowa State University
- **Emi Skogerson**, Design student & Van Meter Native
Iowa State University

COMMUNITY DESIGN PROGRAM

PROCESS

CDP Purpose

To engage communities with design by using a transparent process involving citizens, elected officials, and design volunteers to brainstorm solutions to a design-related problem within the community.

Thinking about the future...



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Van Meter CDP Scope

- **Revitalization of Town Center**
 - Main street façade improvements
 - Streetscaping
 - Adaptive reuse of vacant buildings and lots
- **Recreational Enhancements**
 - Establish trailhead/recreation complex
 - Connect trails and walkways to improve pedestrian corridors
- **Way-finding and Signage**
 - Coordinate F90 & R16 gateways
 - Signage within city limits

SWOC ANALYSIS

Van Meter Community Design Program

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SWOC Analysis - Strengths

- Recreation – river access
- Close proximity to Des Moines
- Increase in population and housing
- Strong school system
- Good access to highways (I-80 and F-90)
- Veterans Cemetery and American Legion
- Active Community Participation/Stakeholders

SWOC Analysis - Weaknesses

- No Definable Town Center
- Lack of Infrastructure and Parking Regulations
- Accessibility to Parks
- Weak Way-Finding and No Entrance Gateway
- No Livable Streetscapes
- No Connection to Raccoon River Trails
- Lack of Town Amenities – Daycare, Grocery Store, Fitness Center, Health Clinic

SWOC Analysis - Opportunities

- Improve River Access
- Partner with Baseball Hall of Fame (exchange memorabilia)
- Develop Walking and Biking Trails
- Implement New Library and Playground
- Tap into Pool of Talented Artists
- Provide Programs for Veterans
- Utilize In-fill Housing
- Challenge Investors to Develop Property
- Build Community Center

SWOC Analysis - Challenges

- Reduced Bob Feller Museum
- Variety in Food & Drink Establishments
- Bedroom Community
- Maintaining Small Town Identity
- Attracting Young Professionals – Affordable Housing
- Lack of Policy Ordinances and Incentives
- High Median Income
- Railroad

REVITALIZATION

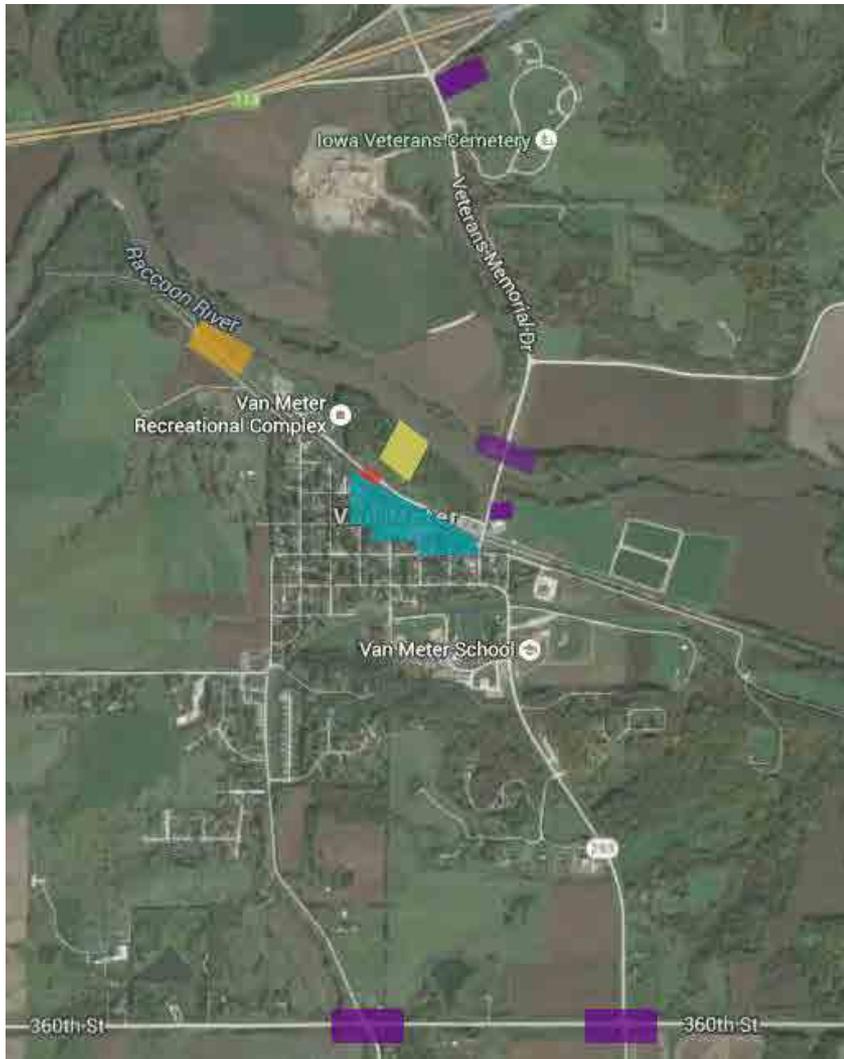
Town Center

Van Meter Community Design Program

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Macro Concept



River access point



View to river / park and recreational area



Pedestrian railroad crossing



Town center improvements



Town signage and wayfinding

Van Meter Community Design Program

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Micro Concept



-  Commercial business development
-  View to river / park and recreational area
-  Pedestrian railroad crossing
-  Façade improvements
-  Large town signage / wayfinding
-  Proposed park location
-  Parking lot for soccer fields and recreational area
-  Wayfinding and streetscape improvements

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'Triangle' Development Possibilities

Today:

Possible expansion of Legends or redevelopment to maximize real estate potential.

Concept Scenarios :

1. No change. Streetscape enhancements.
2. Possible expansion and improved parking.
3. Possible redevelopment to maximize real estate potential.



Saints Pub & Patio Examples

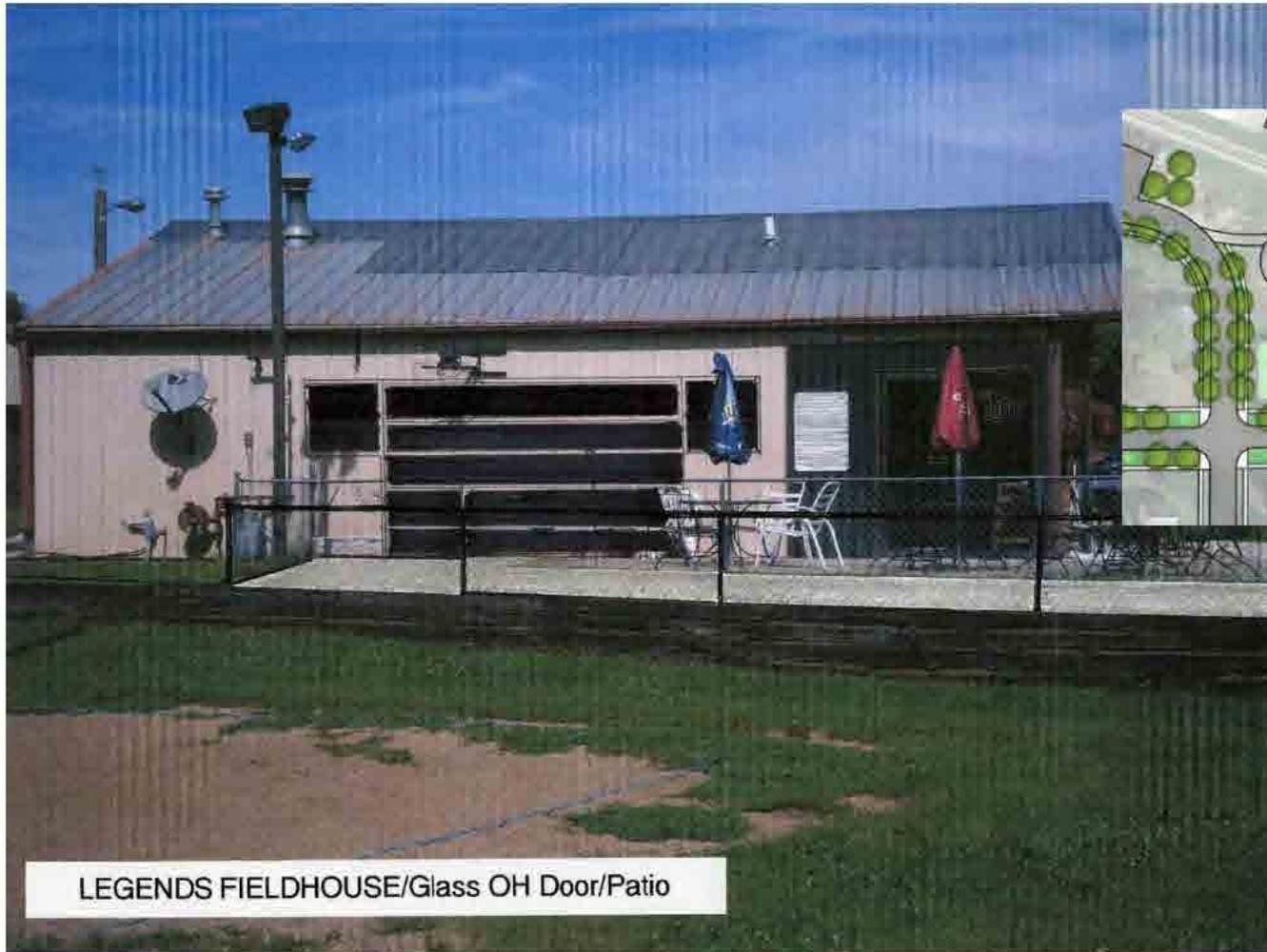


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Scenario 2 Recommendation - Legends



LEGENDS FIELDHOUSE/Glass OH Door/Patio

STREETSCAPE IMPROVEMENTS

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Town Center Redevelopment Zone Diagram



Van Meter Community Design Program

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Livable Streetscape Examples



- Widened Sidewalks
- Intersections/Crosswalks
- Curb Construction and Replacement
- Street Lighting
- Ornamental Trees/Street Trees/Planters
- Signage/Wayfinding
- Site Furniture (Benches and Trash Receptacles)
- Building Façade Improvements
- Railroad Crossing Improvements
- Art Elements
- On-site Stormwater Management

Examples of Streetscape Improvements



Examples of Town Center Revitalization



Town Center Redevelopment Zone Master Plan



Van Meter Community Design Program

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Town Center Redevelopment Diagram



Van Meter Community Design Program

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Intersection Enhancements

Today:

Rural section with drainage ditches.
Frequent turning movements.

Concept:

1. Add landscaping.
2. Upgrade to curb gutter section, channel stormwater to detention area.
3. Consider traffic study for possible realignment.



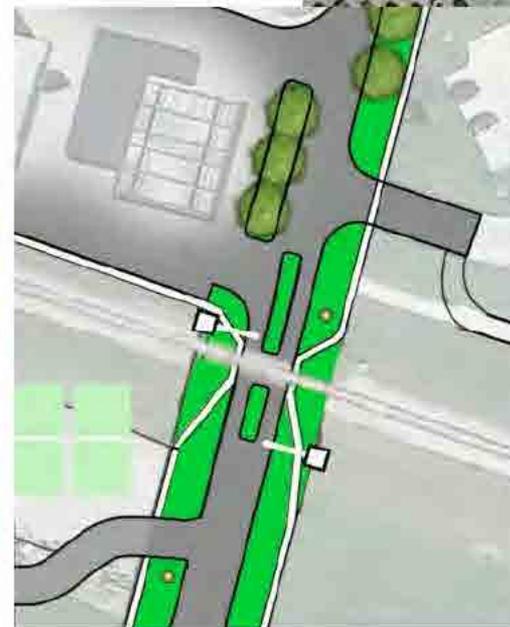
Quiet Crossing

Today:

Principle route to Van Meter crosses an uncontrolled railroad crossing.

Concept:

1. Seek a quiet crossing for improved safety for all.
2. Negotiate quiet crossing for pedestrian crossing near Wilson Street.



Town Center Redevelopment Zone – Main Street



- Widened Sidewalks
- Intersections/Crosswalks
- Curb Construction and Replacement
- Street Lighting
- Ornamental Trees and Planters

Town Center Redevelopment Zone – Grant Street



- Widened Sidewalks
- Pedestrian Walkway/Gathering Place
- Proposed New Parking Lot
- Splash Pad
- Defined Intersections/Crosswalks
- Curb Construction and Replacement
- Street Lighting
- Ornamental Trees and Planters
- Site Furniture
- Building Façade Improvements
- Railroad Crossing Improvements
- Art Elements

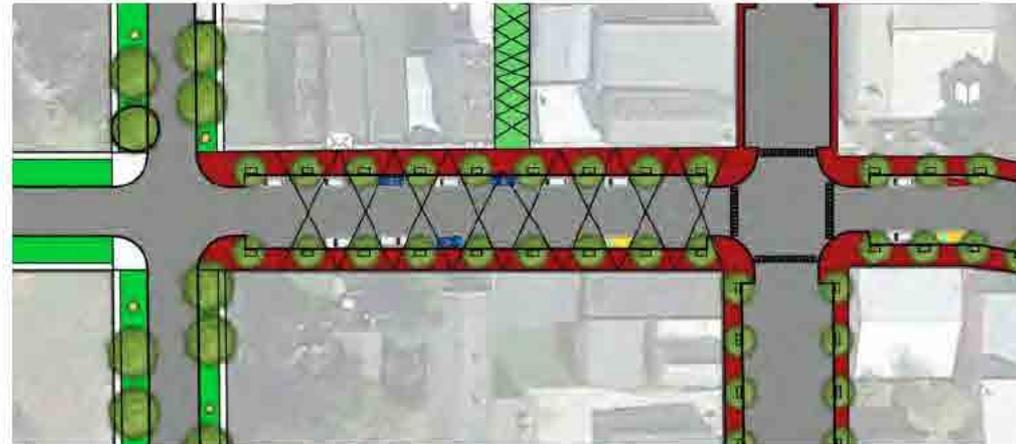
Festival Street

Today:

Cluster of traditional downtown structures offering specialty services.

Concepts:

1. Catenary light system over the street to stimulate evening gatherings.
2. Add color with simple flower pots and banners.
3. Add parklets in front of businesses for outdoor seating and build activity along the street.



Building Gaps

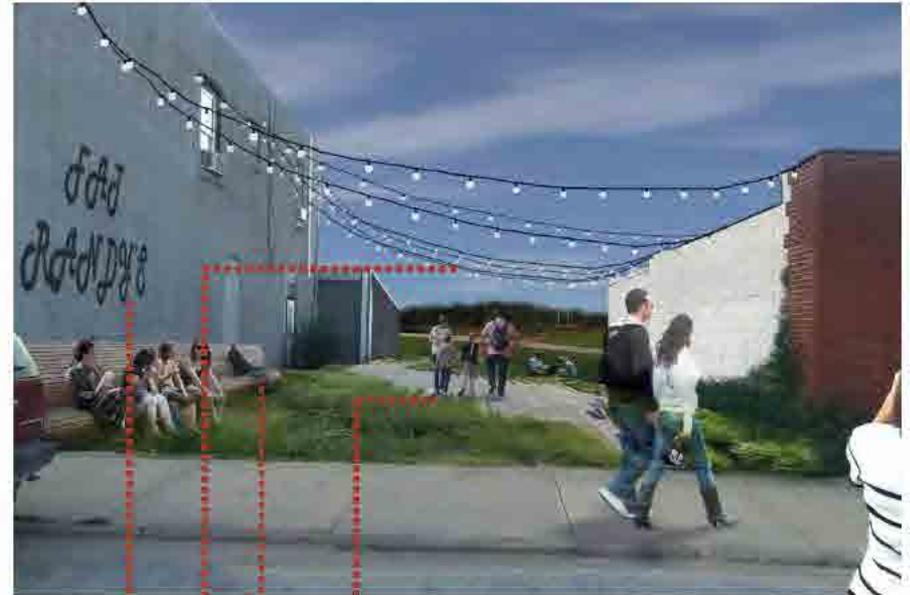
Today: Building gaps with no function.

Concept Scenarios:

1. Seasonal outdoor seating area for adjacent business.
2. Small pocket park for small gatherings.
3. Walkway connecting to parking available behind buildings.



Pedestrian Walkway Recommendation



- bar signage
- trellis lighting
- bench/seating area
- grass/pathway

Pedestrian Walkway Recommendation



running/biking space



seating/pathway space



temporary event space

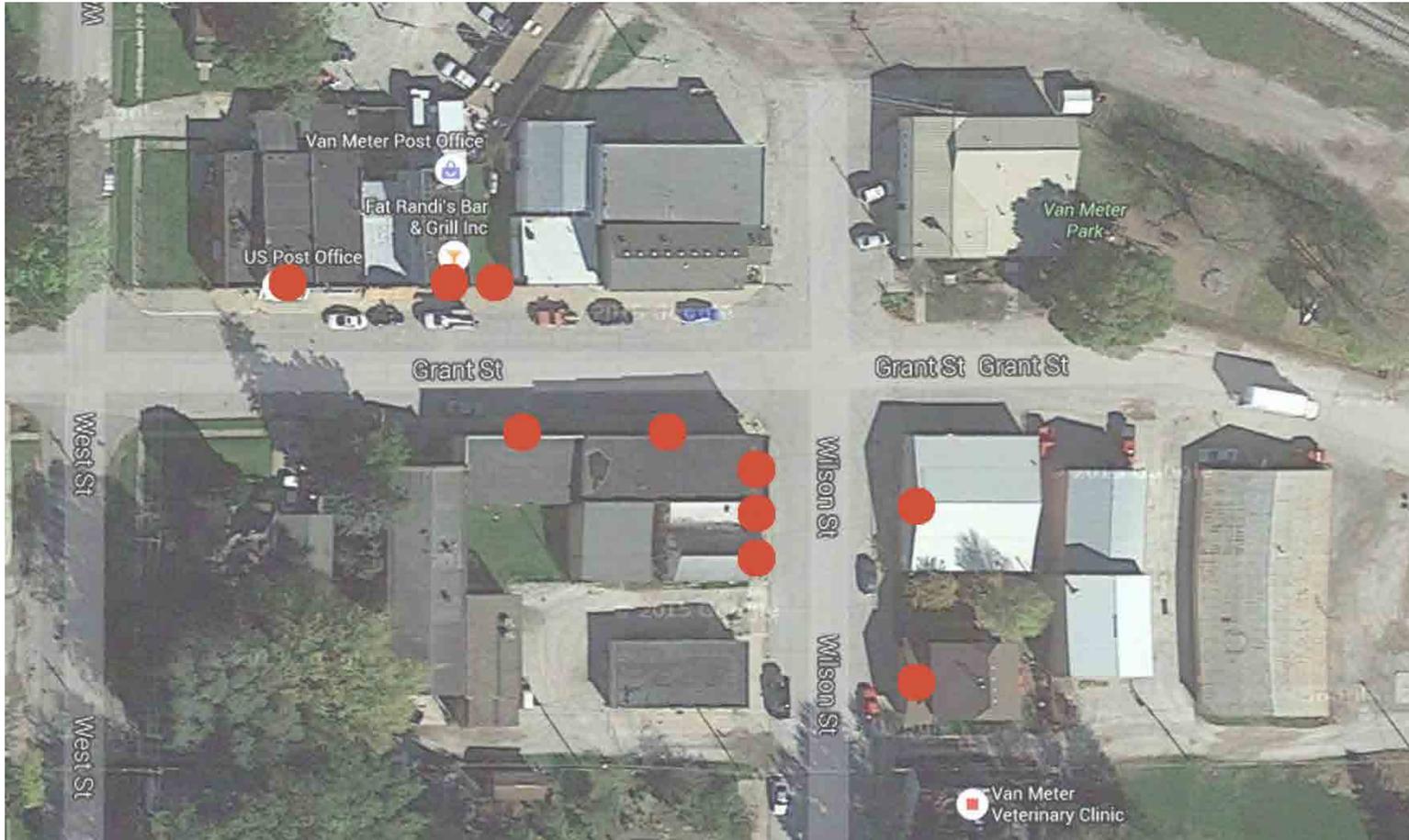
FAÇADE IMPROVEMENTS

Van Meter Community Design Program

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Downtown Façade Improvement Locations



Downtown Façade Improvement Suggestions



- Signage
- Signage Lighting
- Awnings
- New Doors/Windows
- Planters
- Address/Building Numbers
- Building Façade Improvements- Painting and/or Re-Siding
- Roof Improvements

Examples of Façade Improvements



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Façade Paint Recommendations



Body	Trim	Accent	Accent 2
SW 2826	SW 0050	SW 2838	SW 2846
Colonial Revival Green Stone	Classic Light Buff	Polished Mahogany	Roycroft Bronze Green



Body	Trim	Accent	Accent 2
SW 2832	SW 7005	SW 2819	SW 0030
Colonial Revival Gray	Pure White	Downing Slate	Colonial Yellow



Body	Trim	Accent	Accent 2
SW 2827	SW 2829	SW 6258	SW 2802
Colonial Revival Stone	Classical White	Tricorn Black	Rookwood Red

Façade Improvement Suggestion



- signage
- awning
- new windows
- even siding

Façade Improvement Suggestion



- new signage
 - lighting
- painted door and façade
 - potted plants

Façade Improvement Suggestion



- signage
- storefront windows
 - new windows
 - new siding

Façade Improvement Suggestion



vertical signage



- signage
- storefront windows
 - new windows
 - new siding

Façade Improvement Suggestion



- signage
- new windows & doors
 - building addition
 - window plants

Façade Improvement Suggestion



- signage
- storefront windows
 - new windows
 - new siding

Façade Improvement Suggestion



- signage
- storefront windows
 - new windows
 - new siding

Façade Improvement Suggestion



reflective glass



clear glass



Mural Artist



- signage
- storefront windows
 - new windows
 - new siding

Façade Improvement Suggestion



- signage
- signage lighting
- awnings
- storefront windows

Façade Improvement Suggestion



Interactive Mural



Community Designed Mural



Mural Artist

Van Meter Community Design Program

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RECREATIONAL ENHANCEMENTS

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Recreational Enhancement Recommendations

- Trailhead with Splash Pad
- Bike Lanes/Trail Improvements
- Connect Trails between Neighboring Towns
- Develop Walking Trails along River Banks
- Campground
- River Fishing Dock
- Boat Dock and Parking
- Disc Golf

Van Meter Trails



- No clear path to get to trails
- Lack of signage
- No parking
- Lack of attractions
- Use of school grounds
- No identity

Existing Trail Entrances



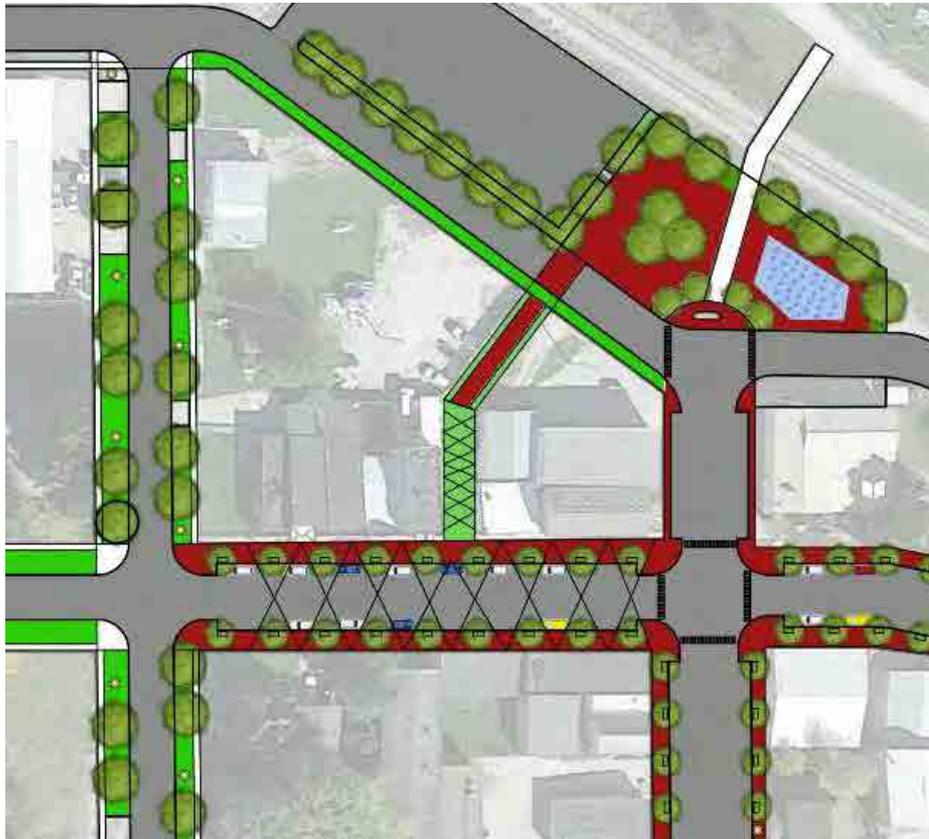
Signage Recommendation and Trail Improvements



Examples of Trails and Walkway Connectivity



Recreational Enhancement Recommendation



- Pedestrian Walkway/Gathering Place (Pocket Park)
- Trailhead
- Splash Pad / Children's Play Area
- Railroad Crossing to the Sports Complex
- Pedestrian Way-finding Signage
- Parking

Pocket Parks

- Scaled down neighborhood parks which serve a variety of needs:
 - Small event space
 - Play areas for children
 - Places for relaxing or meeting
 - Support from the local community



Trailheads



Splash Pads

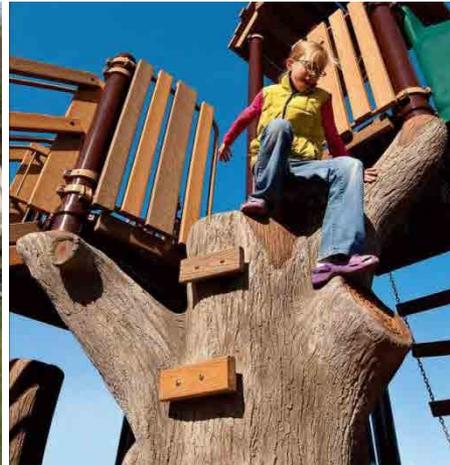


Van Meter Community Design Program

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Children's Play Areas



WAY-FINDING AND SIGNAGE

Van Meter Community Design Program

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Way Finding and Signage

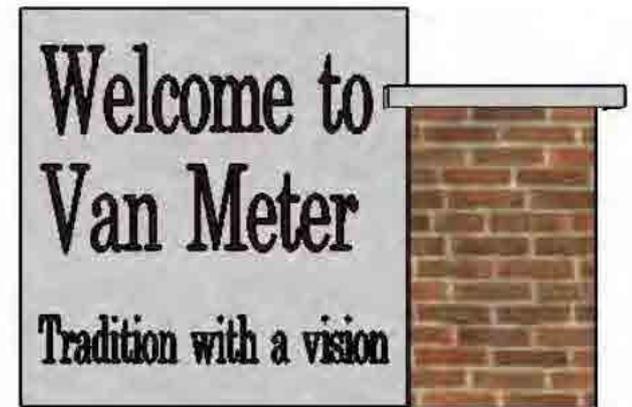
Goals:

- Create additional and update existing signage
- Create clear directions
- Improve town aesthetics
- Remain true to Van Meter's personal charm and brand



Proposed Signage Recommendations

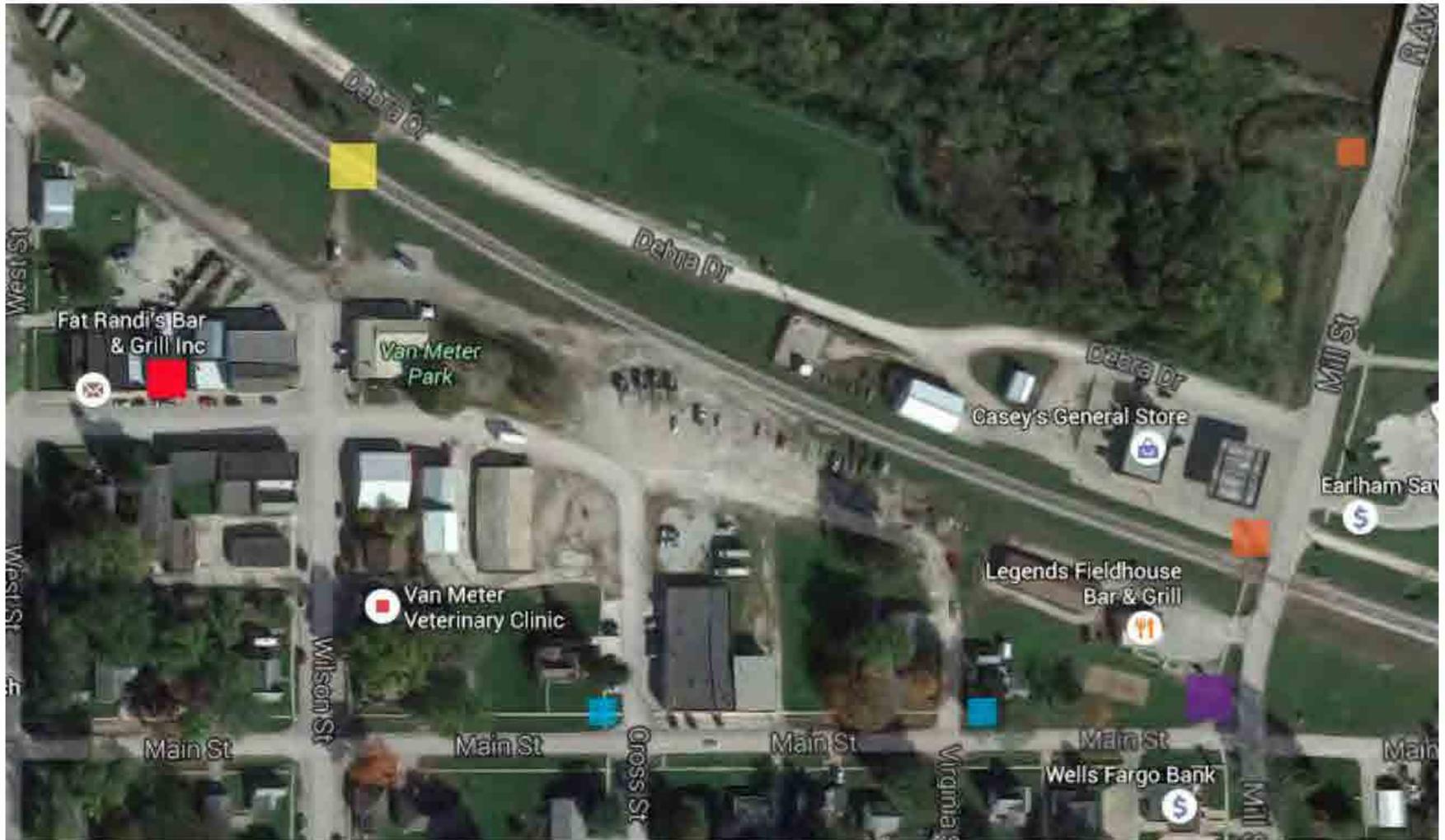
- Welcome sign before Raccoon River Bridge
- Simplified welcome signs for F-90 entrances
- Thank you signage
- Pedestrian way-finding signage
- Recreational way-finding signage for vehicular traffic



Areas of Focus

Signage Color Key:

- Proposed Pocket Park With Signage
- Additional Recreation- Motorist (i.e. boat dock, trails)
- Additional Recreation- Pedestrian
- City Directions- Pedestrian (City Hall, Garden, Parking, etc.)
- City Directions- Motorists



Enhanced Entrance Signage Example



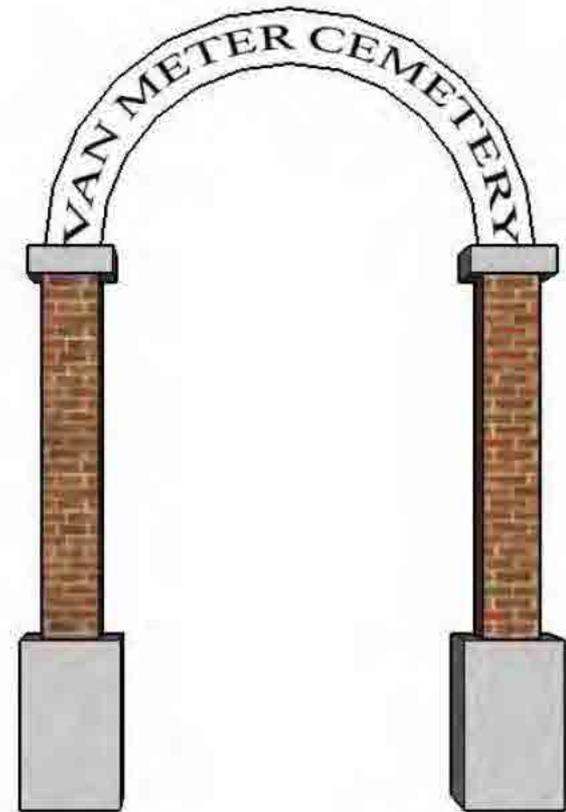
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Continuity in Signage

Remain true to Van Meter's personal charm and brand through all signage.



Way-finding Specifics

Places and attractions that need way-finding signage:

- Trindle Park
- Johnston Park
- City Hall
- Potential City Garden
- Business District
- Community School
- Community School Athletic Complex
- Cemetery
- American Legion
- Parking

Way-finding Signage Example



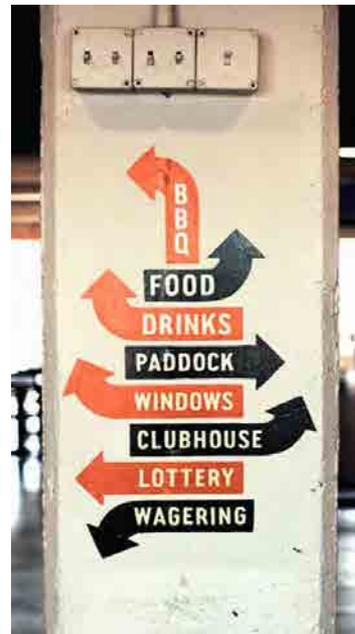
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Way-finding Examples

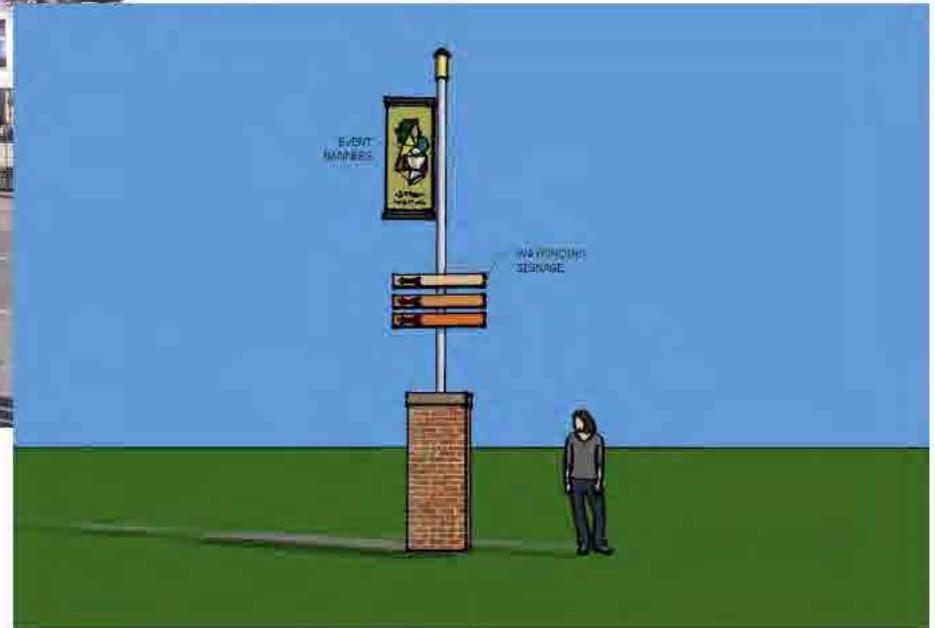
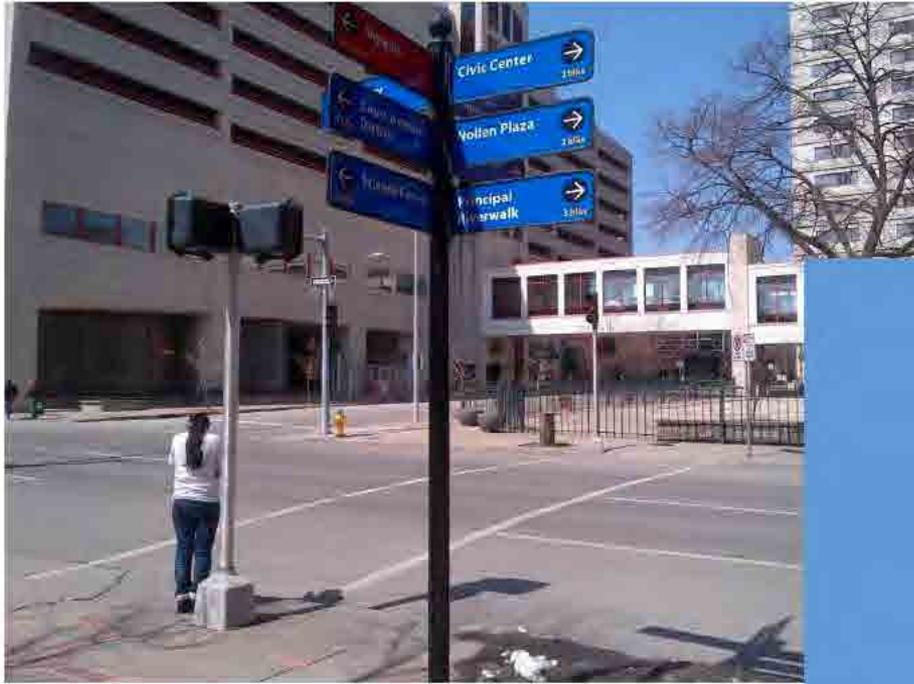
- Both motorists (left) and pedestrians (right) get personalized signage that is applicable to their needs while aesthetically engaging.
- Way-finding signage can provide a unique experience within communities and create a distinct character for the community.
- Opportunity to engage local artists.



Way-finding Examples - Vehicular



Way-finding Examples - Pedestrian



RECOMMENDATIONS

Short-term

Mid-term

Long-term

Short-Term Recommendations

- Signage and Way-Finding
- Improve pedestrian experience along the traffic corridor
 - Trees and Benches
- Simple Façade Improvements
 - Color Continuity
 - Canopies
- Art Installations
- Seek out State and Federal Funding Sources
- Consult with Grant Writer
- Develop Financial Package to Approach Investors

Mid-Term Recommendations

- Provide trails and walkways between parks, school and town center, as well as other destinations
 - Promote connectivity and safer environments
- Infrastructure Improvements via Long-term Loans
 - Storm water
 - Underground Electric
- Advanced Building Façade Improvements
- Recreation Enhancements
 - Walking/Hiking/Biking/Trailhead
 - River Activities
- Approach Railroad about Quiet Crossing

Long-Term Recommendations

- Build Family and In-fill Housing
- Expand Senior Housing
- Community Center/Daycare
- Development of 'Triangle' Facilities
- Pedestrian Corridor/Pocket Park linking Sports Facility/Recreation with Business District
- Quiet Crossing at Railroad
- Promote Land-use Patterns that Focus on Pedestrian Connections

THANK YOU

Van Meter Community Design Program

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Iowa Architectural Foundation Van Meter Community Design Program

*"Communities are vibrant, stimulating places
when they support the preservation of
historical landmarks, treasure the land and
promote their unique attractions
to residents and visitors."*

www.iowaarchfoundation.org
(515) 244-1888



Agenda Item #11 - 2015 Building Codes

Submitted for:

Action

Recommendation:

Approval

Sample Language:

Mayor: *Mr. Anderson would you please present the proposed ordinance.*

Admin: *Presentation*

Mayor: *At this time I will recognized members of the public who have signed in that wish to address the City Council on this matter. When I call your name you must stand at the podium, state your name and address for the record, and keep your comments to less than three (3) minutes.*

Does the Council wish to discuss the matter further? If not, I would entertain a motion to approve the first reading.

City Councilmember _____: *So moved.*

City Councilmember _____: *Second.*

Mayor: *Roll Call Please.*

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

Mayor: *The first reading is approved. Thank you.*

Mayor: *If the Council wishes to waive the second reading I would entertain that motion.*

City Councilmember _____: *So moved.*

City Councilmember _____: *Second.*

Mayor: *Roll Call Please.*

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

Mayor: *The second reading is waived.*

Mayor: *If the Council wishes to waive the third reading I would entertain that motion.*

City Councilmember _____: *So moved.*

City Councilmember _____: *Second.*

Mayor: *Roll Call Please.*

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

Mayor: *The third reading is waived.*

Mayor: *If the Council wishes to approve and adopt I would entertain that motion.*

City Councilmember _____: *So moved.*

City Councilmember _____: *Second.*

Mayor: *Roll Call Please.*

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

Mayor: *The ordinance is hereby approved and adopted. Thank you.*

ORDINANCE NO.

AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF VAN METER, IOWA BY AMMENDING CHAPTER 144, ENTITLED “BUILDING CODE”, WHICH WILL ADOPT THE 2015 INTERNATIONAL SERIES OF CODES.

BE IT ENACTED by the City Council of the City of VanMeter, Iowa as follows:

SECTION 1. The following attached Chapter 155 entitled: “Building Code” is adopted. Specifically, the following building codes are adopted:

Codes Adopted. 155.03 The 2015 Edition of the International Series of Codes and its Appendices are hereby adopted. An official copy of such code is on file in the office of the building official.

2015 International Code Series (Family of Codes):

- | | |
|---------------------------------------|-----------------------------------|
| -Building Code | -Energy Code |
| -Residential Code | -Fuel/Gas Code |
| -2014 National Electrical Code | -Property Maintenance Code |
| -Plumbing Code-Zoning Code | -Fire Code |
| -Mechanical Code | -Swimming Pool Code |

SECTION 2. REPEALER. All ordinances or parts of ordinances that are in conflict with this ordinance are hereby repealed.

Section 3. Amendment. All new construction and substantial remodel projects must have: a portable toilet from start to finish (*Building officials discretion for multiple projects/placement*), Temporary Address, Protect Street and other properties from run off and dirt in street. A construction dumpster/trailer needs to be present from start to finish (*At the Building Officials discretion*).

SECTION 4. SEVERABILITY. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 5. WHEN EFFECTIVE. This Ordinance shall be in effect from and after the later to occur of its final passage, approval and publication as provided by law.

Moved by:

Seconded by:

Aye:

Nay:

Passed and approved _____, 2015.

Allan Adams, Mayor

Attest:

Jake Anderson, City Administrator

CLERK'S CERTIFICATE

I hereby certify that the foregoing Ordinance No. _____ was published as required by law on the
____ day of ____ 2015.

SIGNED _____
Liz Thompson, Deputy Clerk

Agenda Item #12 - FYE 2017 Budget

Submitted for:

Action

Recommendation:

Approval.

Sample Language:

Mayor: *Would staff please present the proposal?*

Staff: *Reviews proposal.*

Mayor: *At this time I will recognized members of the public who have signed in that wish to address the City Council on this matter. When I call your name you must stand at the podium, state your name and address for the record, and keep your comments to less than three (3) minutes.*

Does the City Council wish to discuss the proposal further? If not, I would entertain a motion to approve a 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.*

25-239

Adoption of Budget and Certification of City Taxes

FISCAL YEAR BEGINNING JULY 1, 2016 - ENDING JUNE 30, 2017

Resolution No.: _____

The City of: van meter

County Name: DALLAS

Date Budget Adopted: _____

(Date) xx/xx/xx

The below-signed certifies that the City Council, on the date stated above, lawfully approved the named resolution adopting a budget for next fiscal year, as summarized on this and the supporting pages. Attached is Long Term Debt Schedule Form 703 which lists any and all of the debt service obligations of the City.

County Auditor Date Stamp		Telephone Number		Signature			
		January 1, 2015 Property Valuations				Last Official Census 1,016	
		With Gas & Electric		Without Gas & Electric			
		Regular	2a	25,984,314	2b		24,625,597
		DEBT SERVICE	3a	36,611,544	3b		35,252,827
Ag Land	4a	621,402					

Code Sec.	Dollar Limit	Purpose	(A)		(B)		(C)	
			Request with Utility Replacement		Property Taxes Levied		Rate	
384.1	8.10000	Regular General levy	5	210,473		199,467	43	8.10000
(384)		Non-Voted Other Permissible Levies						
12(8)	0.67500	Contract for use of Bridge	6			0	44	0
12(10)	0.95000	Opr & Maint publicly owned Transit	7			0	45	0
12(11)	Amt Nec	Rent, Ins. Maint of Civic Center	8			0	46	0
12(12)	0.13500	Opr & Maint of City owned Civic Center	9			0	47	0
12(13)	0.06750	Planning a Sanitary Disposal Project	10			0	48	0
12(14)	0.27000	Avia ion Authority (under sec.330A.15)	11			0	49	0
12(15)	0.06750	Levee Impr. fund in special charter city	13			0	51	0
12(17)	Amt Nec	Liability, property & self insurance costs	14	43,523		41,247	52	1.67497
12(21)	Amt Nec	Support of a Local Emerg.Mgmt.Comm.	462			0	465	0
(384)		Voted Other Permissible Levies						
12(1)	0.13500	Instrumental/Vocal Music Groups	15			0	53	0
12(2)	0.81000	Memorial Building	16			0	54	0
12(3)	0.13500	Symphony Orchestra	17			0	55	0
12(4)	0.27000	Cultural & Scientific Facilities	18			0	56	0
12(5)	As Voted	County Bridge	19			0	57	0
12(6)	1.35000	Missi or Missouri River Bridge Const.	20			0	58	0
12(9)	0.03375	Aid to a Transit Company	21			0	59	0
12(16)	0.20500	Maintain Institution received by gift/devise	22			0	60	0
12(18)	1.00000	City Emergency Medical District	463			0	466	0
12(20)	0.27000	Support Public Library	23			0	61	0
28E.22	1.50000	Unified Law Enforcement	24			0	62	0
Total General Fund Regular Levies (5 thru 24)			25	253,996		240,714		
384.1	3.00375	Ag Land	26	1,867		1,867	63	3.00375
Total General Fund Tax Levies (25 + 26)			27	255,863		242,581		Do Not Add
Special Revenue Levies								
384.8	0.27000	Emergency (if general fund at levy limit)	28	7,016		6,649	64	0.27000
384.6	Amt Nec	Police & Fire Retirement	29			0		0
	Amt Nec	FICA & IPERS (if general fund at levy limit)	30	25,164		23,848		0.96843
Rules	Amt Nec	Other Employee Benefits	31	55,237		52,349		2.12578
Total Employee Benefit Levies (29,30,31)			32	80,401		76,197	65	3.09421
Sub Total Special Revenue Levies (28+32)			33	87,417		82,846		
Valuation								
386	As Req							
		With Gas & Elec						
		Without Gas & Elec						
	SSMID 1 (A)	(B)	34			0	66	0
	SSMID 2 (A)	(B)	35			0	67	0
	SSMID 3 (A)	(B)	36			0	68	0
	SSMID 4 (A)	(B)	37			0	69	0
	SSMID 5 (A)	(B)	555			0	565	0
	SSMID 6 (A)	(B)	556			0	566	0
	SSMID 7 (A)	(B)	1177			0		0
Total SSMID			38	0		0		Do Not Add
Total Special Revenue Levies			39	87,417		82,846		
384.4	Amt Nec	Debt Service Levy	40	76.10(6)		82,550	40	2.25475
384.7	0.67500	Capital Projects (Capital Improv. Reserve)	41			0	71	0
Total Property Taxes (27+39+40+41)			42	425,830	42	404,913	72	15.39393

COUNTY AUDITOR - I certify the budget is in compliance with ALL the following:
Budgets that **DO NOT** meet ALL the criteria below are not statutorily compliant & must be returned to the city for correction.

- 1) The prescribed Notice of Public Hearing Budget Estimate (Form 631.1) was lawfully published, or posted if applicable, and notarized, filed proof was evidenced.
- 2) Budget hearing notices were published or posted not less than 10 days, nor more than 20 days, prior to the budget hearing.
- 3) Adopted property taxes do not exceed published or posted amounts.
- 4) Adopted expenditures do not exceed published or posted amounts in each of the nine program areas, or in total.
- 5) Number of the resolution adopting the budget has been included at the top of this form.
- 6) The budget file uploaded to the SUBMIT Area matched the paper copy certified by the city to this office.
- 7) The long term debt schedule (Form 703) shows sufficient payment amounts to pay the G.O. debt certified by the city to this office.

(County Auditor)

CHECK CITY VALUATIONS
 Taxable Valuations By Class By Levy Authority
 100% Valuations By Class By Levy Authority

Commercial & Industrial Replacement Claim Estimation

This sheet has been designed to allow each city to estimate the amount of property tax reimbursement that will be received from the State for each fund.

The City of van meter

	(A) Commercial - Non-TIF	(B) Commerical - TIF	(C) Industrial - Non-TIF	(D) Industrial - TIF
1 Taxable	1,801,042	893,796	114,570	0
2 100% Assessed	2,100,467	893,796	127,300	0

	REPLACEMENT \$	FILLS TO:
3 General Fund	\$3,051	REVENUES, LINE 18, COL (C)
4 Special Fund	\$1,050	REVENUES, LINE 18, COL (D)
5 Debt Fund	\$704	REVENUES, LINE 18, COL (F)
6 Capital Reserve Fund	\$0	REVENUES, LINE 18, COL (G)

* Please input the amount of revenue being received from State of Iowa sources in the form of grants or reimbursements below. Separate the revenues by fund receiving the money. The information below will flow to REVENUES line 18.

	(A) General	(B) Special Revenue	(C) TIF Sp. Revenue	(D) Debt Service	(E) Capital Projects	(F) Proprietary
Other State Grants & Reimbursements	18 \$0	\$600	\$0	\$0	\$0	\$0

Commercial & Industrial Replacement Claim Estimation

For SSMIDs

The City of van meter

SSMID 1		(A) Commercial - Reg	(B) Industrial - Reg	Replacement \$
1	Taxable			
2	Assessed			\$0

REPLACEMENT \$		
1	Special Fund	\$0

SSMID 2		(A) Commercial - Reg	(B) Industrial - Reg	Replacement \$
1	Taxable			
2	Assessed			\$0

SSMID 3		(A) Commercial - Reg	(B) Industrial - Reg	Replacement \$
1	Taxable			
2	Assessed			\$0

SSMID 4		(A) Commercial - Reg	(B) Industrial - Reg	Replacement \$
1	Taxable			
2	Assessed			\$0

SSMID 5		(A) Commercial - Reg	(B) Industrial - Reg	Replacement \$
1	Taxable			
2	Assessed			\$0

SSMID 6		(A) Commercial - Reg	(B) Industrial - Reg	Replacement \$
1	Taxable			
2	Assessed			\$0

SSMID 7		(A) Commercial - Reg	(B) Industrial - Reg	Replacement \$
1	Taxable			
2	Assessed			\$0

Fund Balance Worksheet for City of **van meter**

		General (A)	Special Rev (B)	TIF Special Rev (C)	Debt Serv (D)	Capt Proj (E)	Permanent (G)	Total Government (H)	Proprietary (I)	Grand Total (J)
(1)										
*Annual Report FY 2015										
Beginning Fund Balance July 1 (pg 5, line 134) *	1	161,697	357,527	241,191	-1,032	197,824	15,050	972,257	128,573	1,100,830
Actual Revenues Except Beg Bal (pg 5, line 132) *	2	538,523	359,620	238,401	141,051	72	5,300	1,282,967	312,896	1,595,863
Actual Expenditures Except End Bal (pg 12, line 259) *	3	555,159	281,228	177,494	153,483	13,682	0	1,181,046	297,706	1,478,752
Ending Fund Balance June 30 (pg 12, line 261) *	4	145,061	435,919	302,098	-13,464	184,214	20,350	1,074,178	143,763	1,217,941
(2)		General	Spec Rev	TIF Special Rev	Debt Serv	Capt Proj	Permanent	Tot Govt	Proprietary	Grand Total
** Re-Estimated FY 2016										
Beginning Fund Balance	5	145,061	435,919	302,098	-13,464	184,214	20,350	1,074,178	143,763	1,217,941
Re-Est Revenues	6	404,756	385,487	170,511	133,330	0	0	1,094,084	262,750	1,356,834
Re-Est Expenditures	7	516,075	385,062	129,708	110,285	0	0	1,141,130	287,533	1,428,663
Ending Fund Balance	8	33,742	436,344	342,901	9,581	184,214	20,350	1,027,132	118,980	1,146,112
(3)		General	Spec Rev	TIF Special Rev	Debt Serv	Capt Proj	Permanent	Tot Govt	Proprietary	Grand Total
** Budget FY 2017										
Beginning Fund Balance	9	33,742	436,344	342,901	9,581	184,214	20,350	1,027,132	118,980	1,146,112
Revenues	10	642,027	269,867	183,000	133,254	0	0	1,228,148	370,750	1,598,898
Expenditures	11	662,123	414,381	271,001	110,285	0	0	1,457,790	462,978	1,920,768
Ending Fund Balance	12	13,646	291,830	254,900	32,550	184,214	20,350	797,490	26,752	824,242

* The figures in section (1) are taken from FORM F-66(IA-2) STATE OF IOWA FINANCIAL REPORT FOR FISCAL YEAR ENDED JUNE 30,

** The remaining two sections are filled in by the software once ALL worksheets are completed.

CITY OF van meter

As provided in Iowa Code Section 384.12, subsection 22, a city may levy the amount necessary in support of a local Emergency Management Commission. In addition to this individual levy, Emergency Management Commission support may also be included as part of the General Fund Levy. Iowa Code Section 29C.17, subsection 5 states that any support from cities or counties must be separately reported on tax statements issued by the county treasurer.

Input the amount of General Fund Levy request to be used

	Request with Utility Replacement (A)	Property Taxes Levied (B)
1 Portion of General Fund Levy Used for Emerg. Mgmt. Comm.	<input type="text"/>	<u>0</u>
2 Support of a Local Emerg.Mgmt.Comm.	0	0
3 TOTAL FOR FISCAL YEAR 2014	0	0

RE-ESTIMATED EXPENDITURES SCHEDULE PAGE 1

RE-ESTIMATED Fiscal Year Ending 2016

Fiscal Years

GOVERNMENT ACTIVITIES		GENERAL	SPECIAL REVENUE	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	RE-ESTIMATED 2016	ACTUAL 2015
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)
PUBLIC SAFETY										
Police Department/Crime Prevention	1	85,635	15,414						101,049	90,450
Jail	2								0	0
Emergency Management	3	25,000							25,000	143
Flood Control	4	0							0	0
Fire Department	5	39,850	1,400						41,250	55,872
Ambulance	6	14,600	550						15,150	10,480
Building Inspections	7								0	0
Miscellaneous Protective Services	8								0	0
Animal Control	9	150							150	0
Other Public Safety	10	0							0	0
TOTAL (lines 1 - 10)	11	165,235	17,364	0			0		182,599	156,945
PUBLIC WORKS										
Roads, Bridges, & Sidewalks	12	57,415	160,049						217,464	111,936
Parking - Meter and Off-Street	13	0							0	0
Street Lighting	14	2,300							2,300	2,558
Traffic Control and Safety	15	0							0	0
Snow Removal	16	0							0	0
Highway Engineering	17								0	0
Street Cleaning	18								0	0
Airport <i>(if not Enterprise)</i>	19								0	0
Garbage <i>(if not Enterprise)</i>	20	65,855							65,855	76,559
Other Public Works	21								0	600
TOTAL (lines 12 - 21)	22	125,570	160,049	0			0		285,619	191,653
HEALTH & SOCIAL SERVICES										
Welfare Assistance	23								0	0
City Hospital	24								0	0
Payments to Private Hospitals	25								0	0
Health Regulation and Inspection	26								0	0
Water, Air, and Mosquito Control	27	0							0	0
Community Mental Health	28								0	0
Other Health and Social Services	29								0	0
TOTAL (lines 23 - 29)	30	0	0	0			0		0	0
CULTURE & RECREATION										
Library Services	31	7,050	68,183						75,233	60,942
Museum, Band and Theater	32								0	0
Parks	33	1,150	0						1,150	12,618
Recreation	34	0	125,000						125,000	13,513
Cemetery	35	7,300	1,352						8,652	276
Community Center, Zoo, & Marina	36								0	8,300
Other Culture and Recreation	37	0							0	631
TOTAL (lines 31 - 37)	38	15,500	194,535	0			0		210,035	96,280

RE-ESTIMATED EXPENDITURES SCHEDULE PAGE 2

RE-ESTIMATED Fiscal Year Ending 2016

Fiscal Years

GOVERNMENT ACTIVITIES CONT.	(A)	(B)	GENERAL (C)	SPECIAL REVENUES (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	RE-ESTIMATED 2016 (J)	ACTUAL 2015 (K)
COMMUNITY & ECONOMIC DEVELOPMENT											
Community Beautification	39		0							0	0
Economic Development	40		4,532	0	79,708					84,240	143,159
Housing and Urban Renewal	41			0						0	0
Planning & Zoning	42		0							0	0
Other Com & Econ Development	43									0	0
	44									0	0
TOTAL (lines 39 - 44)	45		4,532	0	79,708			0		84,240	143,159
GENERAL GOVERNMENT											
Mayor, Council, & City Manager	46		12,580	1,075						13,655	11,309
Clerk, Treasurer, & Finance Adm.	47		76,508	4,789						81,297	76,093
Elections	48		2,500							2,500	0
Legal Services & City Attorney	49		33,500							33,500	84,569
City Hall & General Buildings	50		20,150	50						20,200	38,112
Tort Liability	51		0							0	3,000
Other General Government	52									0	0
TOTAL (lines 46 - 52)	53		145,238	5,914	0			0		151,152	213,083
DEBT SERVICE	54					110,285				110,285	153,483
Gov Capital Projects	55						0			0	13,681
TIF Capital Projects	56									0	0
TOTAL CAPITAL PROJECTS	57		0	0	0		0	0		0	13,681
TOTAL Governmental Activities Expenditures (lines 11+22+30+38+44+52+53+54)	58		456,075	377,862	79,708	110,285	0	0		1,023,930	968,284
BUSINESS TYPE ACTIVITIES											
Proprietary: Enterprise & Budgeted ISF											
Water Utility	59							138,929		138,929	168,660
Sewer Utility	60							138,604		138,604	128,014
Electric Utility	61									0	0
Gas Utility	62									0	0
Airport	63									0	0
Landfill/Garbage	64									0	0
Transit	65									0	0
Cable TV, Internet & Telephone	66									0	0
Housing Authority	67									0	0
Storm Water Utility	68									0	0
Other Business Type (city hosp., ISF, parking, etc.)	69									0	0
Enterprise DEBT SERVICE	70									0	0
Enterprise CAPITAL PROJECTS	71									0	0
Enterprise TIF CAPITAL PROJECTS	72									0	0
TOTAL BUSINESS TYPE EXPENDITURES (lines 56 - 68)	73							277,533		277,533	296,674
TOTAL ALL EXPENDITURES (lines 58+74)	74		456,075	377,862	79,708	110,285	0	0	277,533	1,301,463	1,264,958
Regular Transfers Out	75		60,000	7,200		0	0	0	10,000	77,200	158,893
Internal TIF Loan Transfers Out	76				50,000					50,000	54,901
Total ALL Transfers Out	77		60,000	7,200	50,000	0	0	0	10,000	127,200	213,794
Total Expenditures and Other Fin Uses (lines 73+74)	78		516,075	385,062	129,708	110,285	0	0	287,533	1,428,663	1,478,752
Ending Fund Balance June 30	79		33,742	436,344	342,901	9,581	184,214	20,350	118,980	1,146,112	1,217,941

THE USE OF THE CONTINUING APPROPRIATION IS VOLUNTARY. SUCH EXPENDITURES DO NOT REQUIRE AN AMENDMENT. HOWEVER THE ORIGINAL AMOUNT OF THE CAPITAL PROJECT MUST HAVE APPEARED ON A PREVIOUS YEAR'S BUDGET TO OBTAIN THE SPENDING AUTHORITY. THE CONTINUING APPROPRIATION CAN NOT BE FOR A YEAR PRIOR TO THE ACTUAL YEAR. CONTINUING APPROPRIATIONS END WITH THE ACTUAL YEAR. SEE INSTRUCTIONS.

RE-ESTIMATED REVENUES DETAIL

RE-ESTIMATED Fiscal Year Ending 2016

Fiscal Years

(A)	(B)	GENERAL (C)	SPECIAL REVENUES (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	RE-ESTIMATED 2016 (J)	ACTUAL 2015 (K)
REVENUES & OTHER FINANCING SOURCES										
Taxes Levied on Property	1	225,596	88,765		83,330				397,691	388,862
Less: Uncollected Property Taxes - Levy Year	2								0	0
Net Current Property Taxes (line 1 minus line 2)	3	225,596	88,765		83,330	0			397,691	388,862
Delinquent Property Taxes	4								0	0
TIF Revenues	5			170,511					170,511	238,401
Other City Taxes:										
Utility Tax Replacement Excise Taxes	6	0	0		0				0	22,196
Utility franchise tax (Iowa Code Chapter 364.2)	7	15,000							15,000	0
Parimutuel wager tax	8								0	0
Gaming wager tax	9								0	0
Mobile Home Taxes	10								0	0
Hotel/Motel Taxes	11								0	0
Other Local Option Taxes	12		145,742						145,742	0
Subtotal - Other City Taxes (lines 6 thru 12)	13	15,000	145,742		0	0			160,742	22,196
Licenses & Permits	14	8,800	0						8,800	70,737
Use of Money & Property	15	1,000	0		0				1,000	5,386
Intergovernmental:										
Federal Grants & Reimbursements	16	41,000	0						41,000	0
Road Use Taxes	17		83,000						83,000	105,646
Other State Grants & Reimbursements	18	0	0		0	0			0	0
Local Grants & Reimbursements	19	39,000	680						39,680	51,842
Subtotal - Intergovernmental (lines 16 thru 19)	20	80,000	83,680	0	0	0		0	163,680	157,488
Charges for Fees & Service:										
Water Utility	21							121,500	121,500	180,789
Sewer Utility	22							131,250	131,250	132,107
Electric Utility	23								0	0
Gas Utility	24								0	0
Parking	25								0	0
Airport	26								0	0
Landfill/Garbage	27	61,247							61,247	108,460
Hospital	28								0	0
Transit	29								0	0
Cable TV, Internet & Telephone	30								0	0
Housing Authority	31								0	0
Storm Water Utility	32								0	0
Other Fees & Charges for Service	33	0	0				0		0	300
Subtotal - Charges for Service (lines 21 thru 33)	34	61,247	0		0	0	0	252,750	313,997	421,656
Special Assessments	35								0	0
Miscellaneous	36	5,913	7,300				0	0	13,213	77,343
Other Financing Sources:										
Regular Operating Transfers In	37	7,200	60,000		0	0		10,000	77,200	158,893
Internal TIF Loan Transfers In	38			0	50,000				50,000	54,901
Subtotal ALL Operating Transfers In	39	7,200	60,000	0	50,000	0	0	10,000	127,200	213,794
Proceeds of Debt (Excluding TIF Internal Borrowing)	40		0		0			0	0	0
Proceeds of Capital Asset Sales	41								0	0
Subtotal-Other Financing Sources (lines 36 thru 38)	42	7,200	60,000	0	50,000	0	0	10,000	127,200	213,794
Total Revenues except for beginning fund balance (lines 3, 4, 5, 12, 13, 14, 19, 33, 34, 35, & 39)	43	404,756	385,487	170,511	133,330	0	0	262,750	1,356,834	1,595,863
Beginning Fund Balance July 1	44	145,061	435,919	302,098	-13,464	184,214	20,350	143,763	1,217,941	1,100,830
TOTAL REVENUES & BEGIN BALANCE (lines 41+42)	45	549,817	821,406	472,609	119,866	184,214	20,350	406,513	2,574,775	2,696,693

EXPENDITURES SCHEDULE PAGE 1

Fiscal Year Ending 2017

Fiscal Years

GOVERNMENT ACTIVITIES (A)	(B)	GENERAL (C)	SPECIAL REVENUES (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	BUDGET 2017 (J)	RE-ESTIMATED 2016 (K)	ACTUAL 2015 (L)
PUBLIC SAFETY											
Police Department/Crime Prevention	1	152,385	28,805						181,190	101,049	90,450
Jail	2								0	0	0
Emergency Management	3	0							0	25,000	143
Flood Control	4	0							0	0	0
Fire Department	5	54,450	3,500						57,950	41,250	55,872
Ambulance	6	22,950	1,000						23,950	15,150	10,480
Building Inspections	7								0	0	0
Miscellaneous Protective Services	8								0	0	0
Animal Control	9	150							150	150	0
Other Public Safety	10	0							0	0	0
TOTAL (lines 1 - 10)	11	229,935	33,305				0		263,240	182,599	156,945
PUBLIC WORKS											
Roads, Bridges, & Sidewalks	12	15,550	231,900						247,450	217,464	111,936
Parking - Meter and Off-Street	13	0							0	0	0
Street Lighting	14	2,800							2,800	2,300	2,558
Traffic Control and Safety	15	0							0	0	0
Snow Removal	16	0							0	0	0
Highway Engineering	17								0	0	0
Street Cleaning	18								0	0	0
Airport <i>(if not Enterprise)</i>	19								0	0	0
Garbage <i>(if not Enterprise)</i>	20	86,800							86,800	65,855	76,559
Other Public Works	21								0	0	600
TOTAL (lines 12 - 21)	22	105,150	231,900				0		337,050	285,619	191,653
HEALTH & SOCIAL SERVICES											
Welfare Assistance	23								0	0	0
City Hospital	24								0	0	0
Payments to Private Hospitals	25								0	0	0
Health Regulation and Inspection	26								0	0	0
Water, Air, and Mosquito Control	27	0							0	0	0
Community Mental Health	28								0	0	0
Other Health and Social Services	29								0	0	0
TOTAL (lines 23 - 29)	30	0	0				0		0	0	0
CULTURE & RECREATION											
Library Services	31	0	102,374						102,374	75,233	60,942
Museum, Band and Theater	32								0	0	0
Parks	33	0	0						0	1,150	12,618
Recreation	34	0	14,500						14,500	125,000	13,513
Cemetery	35	5,600	1,352						6,952	8,652	276
Community Center, Zoo, & Marina	36								0	0	8,300
Other Culture and Recreation	37	0							0	0	631
TOTAL (lines 31 - 37)	38	5,600	118,226				0		123,826	210,035	96,280

EXPENDITURES SCHEDULE PAGE 2

Fiscal Year Ending 2017

Fiscal Years

GOVERNMENT ACTIVITIES CONT.	(A)	(B)	GENERAL (C)	SPECIAL REVENUES (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	BUDGET 2017 (J)	RE-ESTIMATED 2016 (K)	ACTUAL 2015 (L)
COMMUNITY & ECONOMIC DEVELOPMENT												
Community Beautification	39		0							0	0	0
Economic Development	40		76,200	0	129,801					206,001	84,240	143,159
Housing and Urban Renewal	41			0						0	0	0
Planning & Zoning	42		0							0	0	0
Other Com & Econ Development	43									0	0	0
TOTAL (lines 39 - 44)	45		76,200	0	129,801			0		206,001	84,240	143,159
GENERAL GOVERNMENT												
Mayor, Council, & City Manager	46		12,580	6,200						18,780	13,655	11,309
Clerk, Treasurer, & Finance Adm.	47		76,508	17,500						94,008	81,297	76,093
Elections	48		2,500							2,500	2,500	0
Legal Services & City Attorney	49		33,500							33,500	33,500	84,569
City Hall & General Buildings	50		20,150	50						20,200	20,200	38,112
Tort Liability	51		0							0	0	3,000
Other General Government	52									0	0	0
TOTAL (lines 46 - 52)	53		145,238	23,750	0			0		168,988	151,152	213,083
DEBT SERVICE	54					110,285				110,285	110,285	153,483
Gov Capital Projects	55						0			0	0	13,681
TIF Capital Projects	56									0	0	0
TOTAL CAPITAL PROJECTS	57		0	0	0		0	0		0	0	13,681
TOTAL Government Activities Expenditures (lines 11+22+30+38+45+53+54+57)	58		562,123	407,181	129,801	110,285	0	0		1,209,390	1,023,930	968,284
BUSINESS TYPE ACTIVITIES												
Proprietary: Enterprise & Budgeted ISF												
Water Utility	59							221,800		221,800	138,929	168,660
Sewer Utility	60							231,178		231,178	138,604	128,014
Electric Utility	61							0		0	0	0
Gas Utility	62							0		0	0	0
Airport	63							0		0	0	0
Landfill/Garbage	64							0		0	0	0
Transit	65							0		0	0	0
Cable TV, Internet & Telephone	66							0		0	0	0
Housing Authority	67							0		0	0	0
Storm Water Utility	68							0		0	0	0
Other Business Type (city hosp., ISF, parking, etc.)	69							0		0	0	0
Enterprise DEBT SERVICE	70							0		0	0	0
Enterprise CAPITAL PROJECTS	71							0		0	0	0
Enterprise TIF CAPITAL PROJECTS	72							0		0	0	0
TOTAL Business Type Expenditures (lines 59 - 73)	73							452,978		452,978	277,533	296,674
TOTAL ALL EXPENDITURES (lines 58+74)	74		562,123	407,181	129,801	110,285	0	0	452,978	1,662,368	1,301,463	1,264,958
Regular Transfers Out	75		100,000	7,200		0	0	0	10,000	117,200	77,200	158,893
Internal TIF Loan / Repayment Transfers Out	76				141,200					141,200	50,000	54,901
Total ALL Transfers Out	77		100,000	7,200	141,200	0	0	0	10,000	258,400	127,200	213,794
Total Expenditures & Fund Transfers Out (lines 75+78)	78		662,123	414,381	271,001	110,285	0	0	462,978	1,920,768	1,428,663	1,478,752
Ending Fund Balance June 30	79		13,646	291,830	254,900	32,550	184,214	20,350	26,752	824,242	1,146,112	1,217,941

* A continuing appropriation is the unexpended budgeted amount from a prior year's capital project. The entry is made on the Con Approps page that must accompany the budget forms if used. SEE INSTRUCTIONS FOR USE.

The last two columns will fill in once the Re-Est forms are completed

REVENUES DETAIL
Fiscal Year Ending 2017

Fiscal Years

(A)	(B)	GENERAL (C)	SPECIAL REVENUES (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	BUDGET 2017 (J)	RE-ESTIMATED 2016 (K)	ACTUAL 2015 (L)
REVENUES & OTHER FINANCING SOURCES											
Taxes Levied on Property	1	242,581	82,846		79,486	0			404,913	397,691	388,862
Less: Uncollected Property Taxes - Levy Year	2								0	0	0
Net Current Property Taxes (line 1 minus line 2)	3	242,581	82,846		79,486	0			404,913	397,691	388,862
Delinquent Property Taxes	4								0	0	0
TIF Revenues	5			183,000					183,000	170,511	238,401
Other City Taxes:											
Utility Tax Replacement Excise Taxes	6	13,282	4,571		3,064	0			20,917	0	22,196
Utility franchise tax (Iowa Code Chapter 364.2)	7	30,000							30,000	15,000	0
Parimutuel wager tax	8								0	0	0
Gaming wager tax	9								0	0	0
Mobile Home Taxes	10								0	0	0
Hotel/Motel Taxes	11								0	0	0
Other Local Option Taxes	12		0						0	145,742	0
Subtotal - Other City Taxes (lines 6 thru 12)	13	43,282	4,571		3,064	0			50,917	160,742	22,196
Licenses & Permits	14	8,800	0						8,800	8,800	70,737
Use of Money & Property	15	4,500	0		0				4,500	1,000	5,386
Intergovernmental:											
Federal Grants & Reimbursements	16	41,000	0						41,000	41,000	0
Road Use Taxes	17		110,000						110,000	83,000	105,646
Other State Grants & Reimbursements	18	3,051	1,650	0	704	0		0	5,405	0	0
Local Grants & Reimbursements	19	39,000	3,500						42,500	39,680	51,842
Subtotal - Intergovernmental (lines 16 thru 19)	20	83,051	115,150	0	704	0		0	198,905	163,680	157,488
Charges for Fees & Service:											
Water Utility	21							224,500	224,500	121,500	180,789
Sewer Utility	22							146,250	146,250	131,250	132,107
Electric Utility	23							0	0	0	0
Gas Utility	24							0	0	0	0
Parking	25							0	0	0	0
Airport	26							0	0	0	0
Landfill/Garbage	27	106,000							106,000	61,247	108,460
Hospital	28								0	0	0
Transit	29								0	0	0
Cable TV, Internet & Telephone	30								0	0	0
Housing Authority	31								0	0	0
Storm Water Utility	32								0	0	0
Other Fees & Charges for Service	33	0	0				0		0	0	300
Subtotal - Charges for Service (lines 21 thru 33)	34	106,000	0		0	0	0	370,750	476,750	313,997	421,656
Special Assessments	35								0	0	0
Miscellaneous	36	5,413	7,300						12,713	13,213	77,343
Other Financing Sources:											
Regular Operating Transfers In	37	57,200	60,000		0	0			117,200	77,200	158,893
Internal TIF Loan Transfers In	38	91,200		0	50,000				141,200	50,000	54,901
Subtotal ALL Operating Transfers In	39	148,400	60,000	0	50,000	0	0	0	258,400	127,200	213,794
Proceeds of Debt (Excluding TIF Internal Borrowing)	40				0				0	0	0
Proceeds of Capital Asset Sales	41								0	0	0
Subtotal-Other Financing Sources (lines 38 thru 40)	42	148,400	60,000	0	50,000	0	0	0	258,400	127,200	213,794
Total Revenues except for beginning fund balance (lines 3, 4, 5, 13, 14, 15, 20, 34, 35, 36, & 41)	43	642,027	269,867	183,000	133,254	0	0	370,750	1,598,898	1,356,834	1,595,863
Beginning Fund Balance July 1	44	33,742	436,344	342,901	9,581	184,214	20,350	118,980	1,146,112	1,217,941	1,100,830
TOTAL REVENUES & BEGIN BALANCE (lines 42-43)	45	675,769	706,211	525,901	142,835	184,214	20,350	489,730	2,745,010	2,574,775	2,696,693

CITY OF **van meter**

ADOPTED BUDGET SUMMARY

YEAR ENDED JUNE 30, 2017

Fiscal Years

(A)	(B)	GENERAL (C)	SPECIAL REVENUES (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	BUDGET 2017 (J)	RE-ESTIMATED 2016 (K)	ACTUAL 2015 (L)
Revenues & Other Financing Sources											
Taxes Levied on Property	1	242,581	82,846		79,486	0			404,913	397,691	388,862
Less: Uncollected Property Taxes-Levy Year	2	0	0		0	0			0	0	0
Net Current Property Taxes	3	242,581	82,846		79,486	0			404,913	397,691	388,862
Delinquent Property Taxes	4	0	0		0	0			0	0	0
TIF Revenues	5			183,000					183,000	170,511	238,401
Other City Taxes	6	43,282	4,571		3,064	0			50,917	160,742	22,196
Licenses & Permits	7	8,800	0					0	8,800	8,800	70,737
Use of Money and Property	8	4,500	0	0	0	0	0	0	4,500	1,000	5,386
Intergovernmental	9	83,051	115,150	0	704	0		0	198,905	163,680	157,488
Charges for Fees & Service	10	106,000	0		0	0		0	476,750	313,997	421,656
Special Assessments	11	0	0		0	0		0	0	0	0
Miscellaneous	12	5,413	7,300		0	0		0	12,713	13,213	77,343
Sub-Total Revenues	13	493,627	209,867	183,000	83,254	0		370,750	1,340,498	1,229,634	1,382,069
Other Financing Sources											
Total Transfers In	14	148,400	60,000	0	50,000	0		0	258,400	127,200	213,794
Proceeds of Debt	15	0	0	0	0	0		0	0	0	0
Proceeds of Capital Asset Sales	16	0	0	0	0	0		0	0	0	0
Total Revenues and Other Sources	17	642,027	269,867	183,000	133,254	0		370,750	1,598,898	1,356,834	1,595,863
Expenditures & Other Financing Uses											
Public Safety	18	229,935	33,305	0				0	263,240	182,599	156,945
Public Works	19	105,150	231,900	0				0	337,050	285,619	191,653
Health and Social Services	20	0	0	0				0	0	0	0
Culture and Recreation	21	5,600	118,226	0				0	123,826	210,035	96,280
Community and Economic Development	22	76,200	0	129,801				0	206,001	84,240	143,159
General Government	23	145,238	23,750	0				0	168,988	151,152	213,083
Debt Service	24	0	0	0	110,285			0	110,285	110,285	153,483
Capital Projects	25	0	0	0		0		0	0	0	13,681
Total Government Activities Expenditures	26	562,123	407,181	129,801	110,285	0		0	1,209,390	1,023,930	968,284
Business Type Proprietary: Enterprise & ISF	27							452,978	452,978	277,533	296,674
Total Gov & Bus Type Expenditures	28	562,123	407,181	129,801	110,285	0		452,978	1,662,368	1,301,463	1,264,958
Total Transfers Out	29	100,000	7,200	141,200	0	0		0	258,400	127,200	213,794
Total ALL Expenditures/Fund Transfers Out	30	662,123	414,381	271,001	110,285	0		462,978	1,920,768	1,428,663	1,478,752
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	31 32	-20,096	-144,514	-88,001	22,969	0		-92,228	-321,870	-71,829	117,111
Beginning Fund Balance July 1	33	33,742	436,344	342,901	9,581	184,214	20,350	118,980	1,146,112	1,217,941	1,100,830
Ending Fund Balance June 30	34	13,646	291,830	254,900	32,550	184,214	20,350	26,752	824,242	1,146,112	1,217,941

**LONG TERM DEBT SCHEDULE
GENERAL OBLIGATION BONDS, TIF BONDS, REVENUE BONDS, LOANS, LEASE-PURCHASE PAYMENTS**

City Name: van meter

Fiscal Year
2017

	Project Name (A)	Amount of Issue (B)	Type of Debt Obligation (C)	Date Certified to County Auditor (D)	Debt Resolution Number (E)	Principal Due FY 2017 (F)	Interest Due FY 2017 +(G)	Bond Reg./ Paying Agent Fees Due FY 2017 +(H)	Total Obligation Due FY 2017 =(I)	Paid from Funds OTHER THAN Current Year Debt Service Taxes =(J)	Amount Paid Current Year Debt Service Levy =(K)
(1)	2008 R16 Street Improvement GO	300,000	GO	09/02/2008	2008-35	35,000	2,940	750	38,690		38,690
(2)	2011 Water Main Project GO	265,000	GO	08/08/2011	2011-22	10,000	10,200	750	20,950		20,950
(3)	2013 Refinance and Rec Complex/Site Certification	995,000	GO	08/21/2013	2013-36	60,000	27,638	750	88,388	65,478	22,910
(4)			NO SELECTION						0		0
(5)			NO SELECTION						0		0
(6)			NO SELECTION						0		0
(7)			NO SELECTION						0		0
(8)			NO SELECTION						0		0
(9)			NO SELECTION						0		0
(10)			NO SELECTION						0		0
(11)			NO SELECTION						0		0
(12)			NO SELECTION						0		0
(13)			NO SELECTION						0		0
(14)			NO SELECTION						0		0
(15)			NO SELECTION						0		0
(16)			NO SELECTION						0		0
(17)			NO SELECTION						0		0
(18)			NO SELECTION						0		0
(19)			NO SELECTION						0		0
(20)			NO SELECTION						0		0
(21)			NO SELECTION						0		0
(22)			NO SELECTION						0		0
(23)			NO SELECTION						0		0
(24)			NO SELECTION						0		0
(25)			NO SELECTION						0		0
(26)			NO SELECTION						0		0
(27)			NO SELECTION						0		0
(28)			NO SELECTION						0		0
(29)			NO SELECTION						0		0
(30)			NO SELECTION						0		0
TOTALS						105,000	40,778	2,250	148,028	65,478	82,550

ERRORS LISTING PAGE SCROLL TO VIEW ALL ERROR MESSAGES (You may also print this page)

CONGRATULATIONS! THE BUDGET FILE CONTAINS NO ERRORS IN THE FOUR CATEGORIES

(1)

OPERATING TRANSFERS IN / OPERATING TRANSFERS OUT COMPARISONS

(2)

ENDING YEAR FUND BALANCE / BEGINNING YEAR FUND BALANCE COMPARISONS

0
0

0
0

0
0

(3)

AN ERROR MESSAGE APPEARS IN **RED** BELOW IF THE BUDGET DOES NOT CONTAIN ALL 3 YEARS OF DATA

(4)

AN ERROR MESSAGE APPEARS IN **RED** BELOW IF A "DEBT TYPE" WAS NOT SELECTED ON THE LT DEBT TAB.

NOTICE OF PUBLIC HEARING BUDGET ESTIMATE

FISCAL YEAR BEGINNING JULY 1, 2016 - ENDING JUNE 30, 2017

City of van meter, Iowa

The City Council will conduct a public hearing on the proposed Budget at 910 Main Street
on 2/18/2016 at 7:00p.m.
(Date) xx/xx/xx (hour)

The Budget Estimate Summary of proposed receipts and expenditures is shown below.
Copies of the the detailed proposed Budget may be obtained or viewed at the offices of the Mayor,
City Clerk, and at the Library.

The estimated Total tax levy rate per \$1000 valuation on regular property \$ 15.39393

The estimated tax levy rate per \$1000 valuation on Agricultural land is \$ 3.00375

At the public hearing, any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget.

(515) 996-2644
phone number

Jacob R. Anderson
City Clerk/Finance Officer's NAME

		Budget FY 2017	Re-estimated FY 2016	Actual FY 2015
		(a)	(b)	(c)
Revenues & Other Financing Sources				
Taxes Levied on Property	1	404,913	397,691	388,862
Less: Uncollected Property Taxes-Levy Year	2	0	0	0
Net Current Property Taxes	3	404,913	397,691	388,862
Delinquent Property Taxes	4	0	0	0
TIF Revenues	5	183,000	170,511	238,401
Other City Taxes	6	50,917	160,742	22,196
Licenses & Permits	7	8,800	8,800	70,737
Use of Money and Property	8	4,500	1,000	5,386
Intergovernmental	9	198,905	163,680	157,488
Charges for Fees & Service	10	476,750	313,997	421,656
Special Assessments	11	0	0	0
Miscellaneous	12	12,713	13,213	77,343
Other Financing Sources	13	0	0	0
Transfers In	14	258,400	127,200	213,794
Total Revenues and Other Sources	15	1,598,898	1,356,834	1,595,863
Expenditures & Other Financing Uses				
Public Safety	16	263,240	182,599	156,945
Public Works	17	337,050	285,619	191,653
Health and Social Services	18	0	0	0
Culture and Recreation	19	123,826	210,035	96,280
Community and Economic Development	20	206,001	84,240	143,159
General Government	21	168,988	151,152	213,083
Debt Service	22	110,285	110,285	153,483
Capital Projects	23	0	0	13,681
Total Government Activities Expenditures	24	1,209,390	1,023,930	968,284
Business Type / Enterprises	25	452,978	277,533	296,674
Total ALL Expenditures	26	1,662,368	1,301,463	1,264,958
Transfers Out	27	258,400	127,200	213,794
Total ALL Expenditures/Transfers Out	28	1,920,768	1,428,663	1,478,752
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	29	-321,870	-71,829	117,111
Beginning Fund Balance July 1	30	1,146,112	1,217,941	1,100,830
Ending Fund Balance June 30	31	824,242	1,146,112	1,217,941

Agenda Item #13 - Parks and Rec Policies

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 a 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.*

Van Meter Park Sponsorship Signage Policy

The City of Van Meter Parks and Recreation Board has recommended the following policy be adopted by the Van Meter City Council. The policies outlined below are final.

- All advertisers and signs must be pre-approved by the Parks and Recreation Coordinator.
 - Appeal for signs that are not granted approval can be taken to the Parks and Recreation Board for recommendation before moving on to City Council for final approval/denial.
- No obscene, indecent, illegal, or immoral matter may be included on signs. No beer, wine, liquor, or tobacco products may be endorsed or promoted on any sign.
- Artwork for signs must be provided by the advertiser. All signs will be 3x5 and fastened to fences facing ballfields.
- Advertiser can request location (baseball, softball, soccer), but final location will be determined by the Parks and Recreation Director. Location for signs is final.
- Signs will be put up, taken down, and stored by the City. Advertiser may request to use sign for an outside event if they wish.
- Sponsorships are for a period of one year.

Fee Schedule for Sponsorship Signage

- \$225 for first year sponsorship
- \$125 for each year after initial year

APPLICATION FOR USE OF VAN METER RECREATION FACILITIES

USER: _____ TODAY'S DATE: _____

FACILITY(IES) REQUESTED: _____

EVENT: _____

DATE(S) OF USE	FACILITY	TIME REQUESTED	TOTAL HOURS	x	RATE	=	FEE
_____	_____	_____ to _____	_____		_____		_____
_____	_____	_____ to _____	_____		_____		_____
_____	_____	_____ to _____	_____		_____		_____
_____	_____	_____ to _____	_____		_____		_____
_____	_____	_____ to _____	_____		_____		_____
_____	_____	_____ to _____	_____		_____		_____
_____	_____	_____ to _____	_____		_____		_____

EQUIPMENT REQUESTED: _____

STAFF REQUESTED: _____

NAME OF APPLICANT: _____ PHONE: H: _____ C: _____

ADDRESS: _____ EMAIL: _____

ORGANIZATION: _____ OFFICE PHONE: _____

ADDITIONAL CONTACT: _____ PHONE: H: _____ C: _____

SIGNATURE OF APPLICANT: _____ DATE: _____

PARKS AND REC: _____ DATE: _____

CONDITIONS: Applicant/Lessee agrees that any activity conducted will be in accordance with all pertinent City of Van Meter regulations and policies as well as any applicable federal or state laws.

Van Meter Facility Use Policy

The City of Van Meter allows use of their Parks and Recreation facilities to outside users pending approval by the Parks and Recreation Department. All outside user groups must complete an Application for Use of Van Meter Recreation Facilities and submit the application a minimum of three (3) days prior to the event. Facility use will be prioritized according to the groups listed below. Additionally, the City of Van Meter reserves the right to deny use to any group or event deemed inappropriate or that may cause damage to the facility.

Priority 1: Regularly scheduled user

- a. City of Van Meter Parks and Recreation sponsored activities/events
- b. Van Meter Community Schools sponsored activities/events
- c. Van Meter residents/Non-profit organization activities/events
- e. Non-resident/For-profit organization activities/events

Priority 2: Special event/One-time user

- a. City of Van Meter Parks and Recreation sponsored activities/events
- b. Van Meter Community Schools sponsored activities/events
- c. Van Meter residents/Non-profit organization activities/events
- e. Non-resident/For-profit organization activities/events

Priority 3: Drop-in/Casual user

- a. First come, first served basis

Van Meter Facility Use Fee Schedule

- Single field (soccer, baseball, softball) rental \$10/1.5 hours
- Full facility rental (tournament) \$100/day
- Concession stand open \$5/hour
- Field maintenance worker \$10/hour

Agenda Item #14 - 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 #15 - 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.*