

-NOTICE OF A PUBLIC MEETING-
Governmental Body: Van Meter City Council
Date of Meeting: Thursday, October 20, 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 September 15, 2016 Council meeting
 - b. September Claims list
 - c. September Financial Statement
 - d. Resolution to accept written request for TIF Certification from Crestview Estates No 1 LLC and Grinnell St Bank per development agreements.
8. Action on a request to conduct a demolition burn on the house at 705 Main Street
9. Action on a proposal to apply for a CDBG Downtown Façade Grant
10. Action on a proposal to join the Greater Des Moines Partnership
11. Action on a proposal to add backup generators to the water distribution system.
12. 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
 - c. Liaison Reports
 - i. EMA/E911, Adams/Lyon
 - ii. Library Board, Peterson
 - iii. Parks and Rec Board, Sacker
 - iv. MAC, Sacker
13. Adjourn

Agenda Item #1 - Call to Order

Submitted for:

Recommendation:

Sample Language:

Mayor: *The time is Seven O'clock PM on Thursday, October 20, 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, September 15, 2016 at the Veterans Reception Center. Mayor Allan Adams called the meeting to order at 7:00PM. The following council members were present upon roll call: Kim Sacker, Mike Peterson, Lyn Lyon, Elizabeth Tweed, and Owen Stump.

Staff present: City Administrator Jake Anderson, City Attorney/Parliamentarian Erik Fisk, Public Safety Director/Sergeant at Arms William Daggett, City Engineer Bob Veenstra Jr., City Clerk Liz Thompson, and 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 Peterson supported by Stump. Passed unanimously.
- 5) Introductions were made.
- 6) Mayor Adams opened the Citizens Hearing by asking the Sergeant at Arms for a list of individuals who signed in. The Sergeant at Arms presented a list of individuals that signed in to make public comments. 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 August 18, 2016 Council meeting
- b. August Claims list

VENDOR	REFERENCE	AMOUNT
3E ELECTRICAL ENG & EQUIP	METERS	\$ 5.46
ACCO	WATER CHEMICALS	\$ 517.00
XEROX BUSINESS SERVICES LLC	FH CONTRACT YR 3/5	\$ 1,999.00
AGSOURCE COOPERATIVE	WATER TESTING	\$ 288.00
ALEX BRAYTON	MILEAGE	\$ 76.14
ARNOLD MOTOR SUPPLY	BRAKE PADS FOR PD SUV	\$ 54.88
BAKER & TAYLOR	BOOKS	\$ 297.67
BALDON HARDWARE	WEED KILLER	\$ 65.86
BOB LENC	IRRIGATION REPAIR/PARTS	\$ 673.19
BOBS AUTO PARTS	FD PARTS	\$ 59.60
BRIAN GORDON	REIMBURSEMENT	\$ 80.00
BSN SPORTS	FLAG FOOTBALL EQUIPMENT	\$ 3,667.33
CARE	SEPT UT BILLS/NEWS	\$ 50.00
CARLISLE PUBLIC LIBRARY	BOOK	\$ 17.00
CASEY'S GENERAL STORE	GAS/MERCH	\$ 966.94
CENTURY LINK	PHONE/FAX	\$ 233.56
CULLIGAN	LIBRARY WATER	\$ 130.65
DALLAS COUNTY NEWS	LEAGAL PUBLICATIONS	\$ 263.43
DELTA DENTAL	EMPLOYEE DENTAL INS	\$ 1,027.68
EARLHAM SAVINGS BANK	PR UB ACH FEES	\$ 25.00
EFTPS	FED/FICA TAX	\$ 4,503.43
EFTPS	FED/FICA TAX	\$ 4,701.04
FOREST COMM PARKING LOT PAINT	PAINT SCHOOL CROSSWALKS	\$ 400.00
FORTE	POS CREDIT CARD FEE	\$ 11.02
FORTE	WEB PAYMENT FEE	\$ 38.15
GALLS AN ARAMARK COMPANY	HANDCUFFS & GEAR	\$ 108.97
HEARTLAND COOP	FD DIESEL	\$ 340.93
HISTORIC NATIONAL ROAD	COOK BOOKS	\$ 36.00
IFMCV	RENT PER LEASE/OPTION	\$ 1,000.00
IOWA ONE CALL	EMAILS	\$ 33.33
IOWA RURAL WATER ASSOC	16 IRWA FALL CONFERENCE	\$ 300.00
IOWA SOCCER ASSOCIATION	15/16 SEASONAL REGISTRATI	\$ 1,673.00

IPERS	PROTECT IPERS	\$ 2,445.88
JEVIN INC.	WEB PAY FEE REC	\$ 171.85
JIMS JOHNS INC	PORTABLES	\$ 200.00
LIZ THOMPSON	MILEAGE	\$ 21.60
LOWE'S	REC COMPLEX	\$ 242.85
MATHESON TRI GAS INC	OXYGEN	\$ 60.80
MEDIACOM	INTERNET	\$ 205.90
MENARDS	PRIMER & PAINT	\$ 199.60
METERING & TECH SOLUTION	METERS & PARTS	\$ 1,286.36
MIDAMERICAN ENERGY	GAS/ELEC	\$ 3,128.40
MONTICELLO PUBLIC LIBRARY	AUDIO BOOK	\$ 15.00
MUNICIPAL SUPPLY INC	METERS	\$ 3,180.00
BERGANKDV	WATCHDOG SUPPORT	\$ 314.40
NORTHWAY CORPORATION	WEL #2 REPAIR	\$ 3,227.50
OFFICE DEPOT	LIBRARY SUPPLIES	\$ 630.95
PANORA PARKS DEPT	SDLL UMPIRE	\$ 30.00
RHODES INC	ROCK REC COMPLEX	\$ 2,060.53
SAM'S CLUB MC/SYNCB	NRPA CONGRESS	\$ 409.00
SENSUS USA	2016/2017 SUPPORT RENEWAL	\$ 1,665.98
SHORTEL INC	PHONE CHARGES	\$ 275.49
SPORTSMAN'S WAREHOUSE	AIRSOFT PISTOL	\$ 49.98
TASC GROUP SERVICES PLAN	SEPARATION/COBRA MGMT	\$ 458.00
THE HARTFORD	EMPLOYEE LIFE/DIS INS	\$ 308.92
TREAS - STATE OF IOWA W/H	STATE TAX	\$ 743.00
UNION PUBLIC LIBRARY	BOOK	\$ 15.00
US POSTMASTER	SEPT UT BILLS/NEWSLETTERS	\$ 197.16
VAN METER COMM SCHOOL	SUMMER REC SWIMMING	\$ 830.19
VEENSTRA & KIMM INC	BUILDING PERMIT FEES	\$ 10,328.40
VERIZON WIRELESS	PHONE CHARGES	\$ 594.56
VM YOUTH FOOTBALL	REGISTRATION FEES	\$ 1,288.00
WASTE CONNECTIONS	GARBAGE CONTRACT	\$ 6,585.21
WELLMARK	EMPLOYEE HEALTH INS	\$ 6,718.19
WELLS FARGO CC	LIBRARY	\$ 963.62
WHITFIELD & EDDY PLC	LEGAL SERVICES	\$ 3,137.00
	***** REPORT TOTAL *****	\$ 75,633.58

c. August Financial Statement

FUND	RECEIVED	DISBURSED
GENERAL	\$ 31,202.16	\$ 34,885.68
FD-VEHICLE REPLACEMENT	\$ 10,000.00	\$ -
PARK OPERATIONS	\$ 3,092.48	\$ 16,297.65
GAS/ELEC FRANCHSIE FEE	\$ 9,641.95	\$ -
ROAD USE TAX	\$ 13,894.50	\$ 6,681.07
EMPLOYEE BENEFITS	\$ -	\$ 9,569.48
LIBRARY TRUST FUND	\$ -	\$ 5,846.40
VM COMMUNITY BETTERMENT	\$ 60.00	\$ 65.00
WATER	\$ 26,348.81	\$ 9,960.20
SEWER	\$ 14,536.88	\$ 9,442.95
*****REPORT TOTAL*****	\$ 108,776.78	\$ 92,748.43

d. Resolution #2016-16, "A resolution approving the annual street finance report."

Peterson moved supported by Sacker to adopt and approve Resolution #2016-17, "A Resolution Adopting the Revised Consent Agenda." Passed unanimously.

- 8) Mayor Adams recognized Brad Reiman of Bearence Management who presented a recommendation to the City Council for the renewal of employee benefits. Reiman had gotten quotes on a number of plans and is able to control the increases in premiums by changing the plan and adding a healthcare reimbursement administration component to close the benefit gap. Reiman further recommended that the Council continue the current plan for the remainder of 2016 and switch to the new plan at the beginning of 2017.

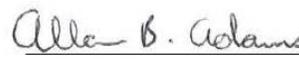
Peterson moved supported by Lyon to approve the recommendation as presented. Passed unanimously.

- 9) Mayor Adams asked Administrator Anderson to present the proposed resolution assenting to the voluntary annexation of the parcel located at 35647 Richland Road. Anderson explained that Cunningham-Reis, the owner or record had filed with the City an application for voluntary annexation and that the parcel was not within the urbanized area of another community. Mayor Adams opened the public hearing. Hearing none Mayor Adams closed the public hearing and asked the City Council to deliberate. Peterson moved supported by Stump to approve Resolution #2016-18, "A Resolution Assenting to the Voluntary Annexation of Certain Real Estate to the City of Van Meter." Passed unanimously.
- 10) Mayor Adams asked Administrator Anderson to present the proposed ordinance rezoning the parcel at 35647 Richland Road from Ag to Commercial. Anderson explained that within the Annexation application previously approved the property owners requested that the property be rezoned upon annexation from Ag to Industrial, however the Planning and Zoning Commission reviewed the request and the future land use plan. Although the request was consistent with the plan the Commission felt that a Commercial zoning designation, which is also consistent with the plan, was a more appropriate classification given the permitted uses in each designation outlined in the ordinance, and the commission's envisioned future uses of adjoining properties. Mayor Adams opened the public hearing. Hearing none Mayor Adams closed the public hearing and ask the council to deliberate. Sacker moved supported by Tweed to approve the first reading of the proposed ordinance. Passed unanimously. Peterson then moved supported by Tweed to waive the second reading of the proposed ordinance. Passed unanimously. Peterson then moved to waive the third reading of the proposed ordinance. Passed unanimously. Peterson then moved supported by Tweed to approve and adopt Ordinance #254, "ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF VAN METER, IOWA, BY AMENDING THE ZONING MAP TO CHANGE THE ZONING DESIGNATION TO A SPECIFIC PROPERTY – IN THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 27, TOWNSHIP 78 NORTH, RANGE 27." Passed unanimously.

11) Staff/Council Reports

City Engineer Veenstra updated the City Council on the status of the Water Treatment Plant project. Veenstra indicated that property acquisition was the next step.

- 12) 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

ACCOUNTS PAYABLE ACTIVITY CLAIMS REPORT

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
ACCOUNTS PAYABLE CLAIMS -----				
ACCO	WATER CHEMICALS	537.00		
ADEL AUTO PARTS	AIR PRESSURE SWITCH	10.88		
ADLAI LOUNSBURY	REFEREE FEES	10.00		
ADT SECURITY SERVICES	SECURITY SERVICES	120.00		
AGSOURCE COOPERATIVE SERVICES	WATER TESTING	52.00		
ALEX BRAYTON	MILEAGE	419.04		
ARNOLD MOTOR SUPPLY	MOWER BELT	14.00		
BAKER & TAYLOR	NEW COLLECTION MATERIALS	276.24		
BOBS AUTO PARTS	FLOOR DRY	258.66		
BSN SPORTS	SOCCER GOALS	3,400.00		
CARPENTER UNIFORM CO	RADIO POUCH/YRS OF SERVICE TAG	81.97		
CARTER COPPINGER	REF FEES	105.00		
CASEY'S GENERAL STORE	GAS/MERCH	818.60		
CENTURY LINK	PD/FD FAX	232.37		
CHADWICK GILLESPIE	CONFERENCE REIMBURSEMENTS	33.93		
CHRIS COFFIE	REF FEES	155.00		
CLARA WALDRON	REF FEES	20.00		
COLBY WIEDERHOLT	REF FEES	245.00		
CULLIGAN	WATER FOR LIBRARY	97.80		
DELTA DENTAL	EMPLOYEE DENTAL INS	1,027.68	11178671	9/30/16
DEMCO	BOOK COVERING SUPPLIES	59.50		
DIANA E NICHOLLS BLOMME	DPH CLASS	200.00		
EARLHAM SAVINGS BANK	ACH FEES	25.00	11178667	9/30/16
EDEN MOORE	REF FEE	20.00		
EFTPS	FED/FICA TAX	4,281.94	11178666	9/23/16
EFTPS	FED/FICA TAX	4,323.95	11178673	10/07/16
EMMA BARR	REF FEE	45.00		
ERIK FAUST	MILEAGE	86.08		
EVAN OLIVER	REF FEE	15.00		
FORTE	UB WEB PAY FEE	44.03	11178669	9/30/16
FORTE	POS CREDIT CARD FEE	7.12	11178670	9/30/16
FRED SCHIMMELS	CROWN VIC REPAIRS	879.52		
GRAHAM TIRE DES MOINES INC	LAWN MOWER REPAIRS	182.52		
GREATER DALLAS CO - GDCDA	SPONSORSHIP FOR AFCON	1,905.29		
IFMCV	MONTHLY RENT PER LEASE/OPTION	1,000.00		
IOWA DEPT OF PUBLIC SAFETY	TERMINAL BILLING/LINE CHARGE	600.00		
IOWA ONE CALL	EMAIL LOCATES	21.57		
IPERS	PROTECT IPERS	2,482.24	11178664	9/23/16
JEVIN INC.	WEB PAY ACCEPTANCE FEE REC	69.30	11178668	9/30/16
JIMS JOHNS INC	PORTABLE UNITS	200.00		
JOEL AKERS	REFUND	60.00		
KADENCE WIGANT	REF FEES	15.00		
LESLIE HERMAN	REFUND	40.00		
LOWE'S	FD BUILDING MAINT/CH/SHOP	1,047.07		
MAFFIN OUTDOOR POWER & AUTO	LABOR GRASSHOPPER MOWER	240.00		
MATHESON TRI GAS INC	OXYGEN	59.00		
MEDIACOM	INTERNET SERVICES	205.90		
METERING & TECHNOLOGY SOLUTION	METERS	854.23		
MIDAMERICAN ENERGY	GAS/ELEC	2,968.18		
NATIONAL FLEET TESTING SERVICE	INSPECTOIN OF FD GROUND LADDER	120.00		
OFFICE DEPOT	PAPER	290.99		

**ACCOUNTS PAYABLE ACTIVITY
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
PEEK SALES & SERVICE	PARKS & REC MOWER REPAIR	68.51		
POCAHONTAS PUBLIC LIBRARY	NEW BOOK	5.00		
REGAN BERNHARDT	REF FEES	20.00		
RHODES INC	HAULING DIRT	405.00		
SCHEELS - DES MOINES	ALICE SUPPLIES	151.95		
SHELLY JAMES	AUG/SEPT 2016 CLEANING	180.00		
STIVERS FORD	2017 POLICE SUV INTERCEPTOR	21,615.00	26394	9/21/16
SU TSHIRTS 247 LLC	PARKS & REC SOCCER SHIRTS	336.47		
THE HARTFORD	EMPLOYEE LIFE/DIS INS	308.92	11178672	9/30/16
TITAN PRO	TOP ATHLETIC 20# LCS	692.00		
TREAS - STATE OF IOWA W/H	STATE TAX	727.00	11178665	9/23/16
TYLER COFFIE	REF FEES	200.00		
US POSTMASTER	OCTOBER UT BILLS/NEWSLETTER	203.21	26395	9/30/16
VAN GINKEL ATHLETIC MFG	REF JERSEYS	545.00		
VAN WALL EQUIPMENT	EXTENSION SP	13.53		
VEENSTRA & KIMM INC	PROFESSIONAL SERVICES/BLDG PER	128.40		
WASTE CONNECTIONS	GARBAGE CONTRACT	6,703.91		
WAUKEE HARDWARE & RENT IT	PAINTING SUPPLIES	56.52		
WHITFIELD & EDDY PLC	LEGAL SERVICES	1,499.00		
**** PAID TOTAL ****		35,115.39		
**** SCHED TOTAL ****		29,007.63		
**** OPEN TOTAL ****				
**** ON HOLD TOTAL ****				
***** REPORT TOTAL *****		64,123.02		

**ACCOUNTS PAYABLE ACTIVITY
CLAIMS DEPT SUMMARY**

DEPT DEPT NAME	TOTAL	CHECK#	DATE
LIABILITIES	11,815.13		
POLICE	24,442.98		
EMERGENCY MANAGEMENT	13.39		
FIRE	1,822.37		
AMBULANCE	59.00		
ROADS, BRIDGES, SIDEWALKS	1,375.22		
STREET LIGHTING	212.95		
GARBAGE	6,703.91		
LIBRARY	750.09		
PARKS	21.22		
RECREATION	7,875.61		
ECONOMIC DEVELOPMENT	58.00		
CLERK/TREASURER/ADM	354.24		
LEGAL SERVICES/ATTORNEY	1,569.40		
CITY HALL/GENERAL BLDGS	1,285.88		
WATER	3,489.23		
SEWER/SEWAGE DISPOSAL	2,274.40		

ACCOUNTS PAYABLE ACTIVITY
CLAIMS FUND SUMMARY

FUND	FUND NAME	TOTAL	CHECK#	DATE
001	GENERAL	40,573.07		
059	PARK OPERATIONS	8,643.20		
110	ROAD USE TAX	2,575.24		
112	EMPLOYEE BENEFITS	906.52		
182	LIBRARY TRUST FUND	1,784.38		
186	SITE CERT/WA PROJECT	58.00		
600	WATER	5,409.47		
610	SEWER	4,173.14		



CITY OF VAN METER

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

<u><i>Treasurer's Report</i></u>	
Book Balance, Beginning of Month:	\$1,064,854.43
Add: Total Revenues this Month: with transfers	\$134,121.91
Less: Total Expenditures this Month: with transfers	(\$117,654.41)
Add: Δ Liability	\$0.00
Book Balance End of Month:	\$1,081,321.93

<u><i>Bank Reconciliation</i></u>	
Checking Account Balance End of Month:	\$837,591.62
Less: Outstanding Transactions (Cash Report):	(\$6,599.69)
Adjusted Checking Account Balance:	\$830,991.93
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	\$1,081,321.93

Difference:	\$0.00
Note(s):	

Verify: Mayor or Mayor Pro Tem:

CALENDAR 9/2016, FISCAL 3/2017

ACCOUNT TITLE	LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
001 GENERAL	13,929.98-	37,448.03	60,724.84	.00	37,206.79-
049 VEHICLE INSPECTION FUND	.00	.00	.00	.00	.00
051 LIBRARY TECHNOLOGY FUND	134.34	.00	.00	.00	134.34
052 PW-VEHICLE REPLACEMENT	7,000.00	.00	.00	.00	7,000.00
053 FD-VEHICLE REPLACEMENT	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	1,115.07	4,865.00	.00	.00	5,980.07
056 TECHNOLOGY REPLACEMENT-	5,000.00	.00	.00	.00	5,000.00
057 BUILDING REPAIR RESERVE	3,000.00	.00	.00	.00	3,000.00
058 FARMERS MARKET	3,334.21	.00	.00	.00	3,334.21
059 PARK OPERATIONS	88,628.24	1,107.92	14,797.24	.00	74,938.92
060 GAS/ELEC FRANCHISE FEE	34,319.18	.00	.00	.00	34,319.18
110 ROAD USE TAX	67,750.18	13,102.82	6,639.92	.00	74,213.08
112 EMPLOYEE BENEFITS	28,359.64	5,069.61	4,126.75	.00	29,302.50
119 EMERGENCY FUND	493.28	442.35	.00	.00	935.63
121 LOCAL OPTION SALES TAX	.00	.00	.00	.00	.00
125 TIF-CR ESTATE	274,770.73	15,984.97	.00	.00	290,755.70
126 TIF-WH PINES SUBDIVISION	50,813.24	977.65	.00	.00	51,790.89
127 TIF-POLK CO. BANK	50,550.72	3,060.56	.00	.00	53,611.28
128 TIF-STANDBROUGH	.00	.00	.00	.00	.00
129 TIF ORIGINAL (420-844)	12,497.90	1,325.89	.00	.00	13,823.79
180 PARK TRUST FUND	36,786.36	.00	.00	.00	36,786.36
181 REC TRUST	.00	.00	.00	.00	.00
182 LIBRARY TRUST FUND	45,888.66	.00	5,155.52	.00	40,733.14
183 VM COMMUNITY BETTERMENT	3,283.92	.00	65.00	.00	3,218.92
184 CDBG/HOUSING PROJECT	.00	.00	.00	.00	.00
185 REC CAPITAL FUND	23,792.04	.00	.00	.00	23,792.04
186 SITE CERT/WA PROJECT	123,122.83	.00	.00	.00	123,122.83
200 DEBT SERVICE	5,373.46	5,395.10	.00	.00	10,768.56
205 DEBT SERVICE-WATER	.00	.00	.00	.00	.00
213 DEBT SERVICE-LIFT STATI	.00	.00	.00	.00	.00
300 SIDEWALK CAPITAL PROJEC	.00	.00	.00	.00	.00
500 CEMETARY-PERPETUAL CARE	23,700.00	.00	.00	.00	23,700.00
600 WATER	112,532.03	30,555.40	17,337.66	.00	125,749.77
606 WATER MAIN PROJECT	37,710.29	.00	.00	.00	37,710.29
610 SEWER	15,151.91	14,786.61	8,807.48	.00	21,131.04
612 DEBT SERVICE-SEWER LAGO	.00	.00	.00	.00	.00
Report Total	1,064,854.43	134,121.91	117,654.41	.00	1,081,321.93

September 22, 2016

Van Meter City Council
505 Grant Street
P.O. Box 160
Van Meter, IA 50261

RE: Crestview Estates

To Whom It May Concern:

Pursuant to the Development Agreement enter into by the City of Van Meter and Crestview Estates No. 1, LLC as of the 9th day of September, 2005, this letter constitutes a certification to the City that the estimated amount of incremental property taxes which will be paid with respect to the certified phases of the project for the fiscal year 2016/2017 in the amount of \$269,152.00 (My Estimate). This will equal a payment of \$72,997.00 payment in June of 2016 (My Estimate) and a payment of \$87,744.00 in December 2016.

This notice is given pursuant to Article A.5 of the Development Agreement.

Sincerely,

Steve K. Ford 515 333 5384
on behalf of Gene Gabus

Gene G. Gabus
Crestview Estates No. 1, LLC

Lot #	Address	Name	Date	Value	Taxes
1	2405 Tracey	Bonnie S Lowe	4/2/2007	132070	2540
2	2415 Tracey	Melanie Vivone	9/27/2007	131860	2536
3	2425 Tracey	Joelle Petersen	10/16/2007	132070	2540
4	2435 Tracey	Paula Pasco	12/6/2007	131860	2536
5	2445 Tracey	Barbara Costello	2/28/2008	131860	2536
6	2455 Tracey	Jesse & Michelle Adams	1/25/2008	131860	2536
7	2465 Tracey	Shawn & Angie Hyer	10/16/2006	131860	2536
8	2475 Tracey	Chad & Gina Garrett	2/26/2007	131860	2716
9	2485 Tracey	Jon Petersen	2/17/2010	131860	2536
10	2495 Tracey	Nicholas Ryan	6/29/2007	131860	2716
11	2505 Tracey	MOI Development	11/20/2006	147910	3046
12	2515 Tracey	MOI Development	11/20/2006	148660	3062
13	2525 Tracey	MOI Development	11/21/2006	147660	3042
14	2535 Tracey	MOI Development	11/21/2006	148380	3056
15	2605 Tracey	Tim & Barbara Sandusky	6/7/2011	147630	2860
16	2615 Tracey	MOI Development	11/20/2006	148660	3056
17	2625 Tracey	MOI Development	11/20/2006	147890	3046
18	2635 Tracey	MOI Development	11/20/2006	148650	3062
19	2645 Tracey	Erin Hart	7/23/2010	148750	2884
20	2655 Tracey	MOI Development	11/21/2006	149080	3070
21	2665 Tracey	Jeremy Mourlam	7/9/2009	148320	2876
22	2675 Tracey	CSI Properties, LLC	10/27/2008	149080	3070
23	2685 Tracey	John & Linda Armstrong	10/22/2008	149900	3088
24	2695 Tracey	Molly Clark	9/10/2008	150660	2924
25	5475 Kelsey Drive	Jeffrey & Megan Devore	8/29/2016	120	2
26	5455 Kelsey Drive				
27	5415 Kelsey Drive				
28	5375 Kelsey Drive	Michael Sobtka	9/8/2016	120	2
29	5325 Kelsey Drive				
30	5275 Kelsey Drive	Chris & Megan Warwick	12/13/2013	244170	5028
31	5255 Kelsey Drive				
32	5235 Kelsey Drive				
33	5215 Kelsey Drive	Theresa L. Drummond	5/25/2011	240680	4976
34	5175 Kelsey Drive	Lyndon & Victoria Lyon	7/26/2010	312010	6426
35	5155 Kelsey Drive	John & Melossa Poley	7/20/2016	150250	2
36	5135 Kelsey Drive	Jason & Sharon Jones	2/10/2015	293160	5042
37	5115 Kelsey Drive	Joseph Herman	5/4/2015	355350	2
38	5075 Kelsey Drive	Lawrence Yazzie	1/9/2015	361830	7452
39	5055 Kelsey Drive	Cody & Abigal Tibbetts	9/1/2015	309860	2
40	5035 Kelsey Drive				
41	5015 Kelsey Drive				
42	4975 Kelsey Drive				
43	4955 Kelsey Drive				
44	4945 Kelsey Drive	Tyler & Renee Roth	1/25/2016	160260	2
45	4925 Kelsey Drive	Justin & Andrea Comito	5/25/2016	120	2
46	4915 Kelsey Drive	Jeff & Darby Brinks	3/11/2014	325430	5814

Lot #	Address	Name	Date	Value	Taxes
47	4960 Kelsey Drive				
48	5010 Kelsey Drive	Bryan & Kathryn Weber	9/19/2011	329020	6596
49	5040 Kelsey Drive				
50	5060 Kelsey Drive	Jon & Shelley Dunton	8/4/2008	381500	7678
51	2630 Alex Circle				
52	2625 Alex Circle	Mark & Kelly Hayes	10/21/2014	120	2
53	2665 Alex Circle	Eric & Shonna Trudo	8/9/2006	288610	5944
54	2680 Jerry Circle				
55	2650 Jerry Circle				
56	2620 Jerry Circle	Kevin Bucklew Cindy Ostwinkle	6/9/2015	353200	2
57	2615 Jerry Circle	Daniel & Kristine Koster	4/30/2008	324250	6498
58	2645 Jerry Circle	Colby & Timber Herron	3/23/2016	61730	2
59	2675 Jerry Circle				
60	2690 Long				
61	2670 Long				
62	2650 Long				
63	2630 Long	Cynthia Weigel	9/1/2014	267560	5510
64	2610 Long	David & Tamara Taylor	10/14/2013	268820	5356
65	2550 Long				
66	2530 Long				
67	2510 Long	Alan & Rachel Backstrom	8/21/2007	177610	3478
68	2695 Long	Deron & Amanda Durlfonger	8/7/2009	198430	3908
69	2685 Long	Todd & Cindy Levi	3/26/2010	181860	3566
70	2665 Long	Adam & Melinda Coyle	2/12/2010	212510	4198
71	2645 Long	Heidi L. Coburn	7/1/2011	204000	4022
72	2625 Long	Jesse & Sarah Maxwell	11/6/2009	193710	3810
73	2605 Long	Lawrenace & Mollie Yazzie	11/11/2012	252860	4960
74	2525 Long	Scott & Clarissa Jones	9/11/2014	240850	4960
75	2505 Long	Mark & Miranda Foster	8/19/2016	120	2
76	2510 Tracey	Don & Teresa Boston	8/18/2006	247530	5098
77	2530 Tracey				
78	2550 Tracey				
79	2610 Tracey				
80	2630 Tracey				
81	2660 Tracey				
82	2680 Tracey				
83	2690 Tracey	Jeremy & Angela Mourlam	12/4/2015	249550	2
84	5235 Bulldog				
85	5215 Bulldog	Kathleen Young	9/15/2016	120	2
86	5175 Bulldog				
87	5155 Bulldog				
88	5135 Bulldog				
89	5115 Bulldog				
90	5075 Bulldog				
91	5055 Bulldog				
92	5035 Bulldog				

Lot #	Address	Name	Date	Value	Taxes
93	5015 Bulldog				
94	4975 Bulldog				
95	4955 Bulldog				
96	4920 Kelsey Drive				
97	4910 Bulldog	Jenna Rutledge	7/24/2009	282350	5636
98	4920 Bulldog				
99	4940 Bulldog				
100	4950 Bulldog				
101	4970 Bulldog				
102	5010 Bulldog				
103	5030 Bulldog				
104	5050 Bulldog				
105	5070 Bulldog				
106	5110 Bulldog				
107	5130 bulldog				
108	5150 Bulldog				
109	5170 Bulldog				
110	5210 Bulldog	Jacob & Sarah Anderson	9/19/2016	120	2
111	5230 Bulldog				
112	5250 Bulldog				
113	5270 bulldog				
114	5310 Bulldog				
115	5230 Bulldog				
116	5350 Bulldog				
117	5370 Katelyn Ave				
118	5375 Katelyn Ave				
119	5355 Katelyn Ave				
120	5335 Katelyn Ave				
121	5315 Katelyn Ave				
122	5255 Katelyn Ave				
123	5235 Katelyn Ave				
124	5215 Katelyn Ave				
125	2475 Mason Circle	Daniel & Amy Barth	5/16/2006	303900	6068
126	2505 Mason Circle				
127	2510 Mason Circle	Tiffany & Jason Schnell	7/25/2014	331630	5638
128	2480 Mason Circle	Jed & Elizabeth Alexander	6/30/2011	326870	6552
129	2775 Webster Circle				
130	2535 Webster Circle				
131	2575 Webster Circle	Ryan & Sandra Murphy	3/27/2015	120	2
132	2580 Webster Circle	Stuart Huntley	12/22/2011	284640	5862
133	2510 Webster Circle				
134	2480 Webster Circle				
135	2475 Winston Circle	Patrick & Staci Braum	10/30/2006	329260	6602
136	2505 Winston Circle				
137	2535 Winston Circle				
138	2575 Winston Circle				

Lot #	Address	Name	Date	Value	Taxes
139	2580 Winston Circle	Jeffrey & Lisa Potthoff	4/30/2010	397100	7998
140	2540 Winston Circle	Michael & Gayle O'brien	11/5/2008	410370	8272
141	2510 Winston Circle	Timothy & Suzanne Fisher	5/25/2006	264500	5200
142	2480 Winston Circle	Allan & Holly Adams	5/22/2006	346350	6886
143	2440 Winston Circle	Todd & Barbara Phillips	8/7/2013	290080	5778
144	2410 Winston Circle	Shawn & Angela Hyer	2/28/2013	280320	5774
145	4920 Katelyn Ave				
146	4930 Katelyn Ave	Seth Van Roekel	7/24/2015	286970	5910
147	5010 Katelyn Ave				
148	5030 Katelyn Ave				
149	5050 Katelyn Ave				
150	5070 Katelyn Ave				
151	5110 Katelyn Ave				
152	5130 Katelyn Ave				
153	5150 Katelyn Ave	Zachary & paige Christensen	7/26/2016	120	2
154	5170 Katelyn Ave				
155	5210 Katelyn Ave				
156	5230 Katelyn Ave				
157	5250 katelyn Ave	Todd & Patricia Axland	10/20/2015	253580	2
158	5270 Katelyn Ave	Michelle & Steven Chevalier	1/20/2014	205230	4120
159	5310 Katelyn Ave	Jon & Mary Skorburg	3/18/2016	51640	2
160	5330 Katelyn Ave				
161	5350 Katelyn Ave	Robert Miller	12/4/2014	224740	4628
162	5370 Katelyn Ave	Joseph & Melissa lake	6/29/2016	120	2
Totals			Taxes for 2015-2017	15457580	269152
Less Low Housing 34.8%					93665
Total Tax Due for TIF					175487



5601 Merle Hay Rd
P O Box 200
Johnston, IA 50131
Phone: 515-278-6300
Fax: 515-278-6370

Sept 2, 2016

City of Van Meter
Attn: Jake Anderson, City Administrator
505 Grant Street
P.O. BOX 160
Van Meter, IA 50261-0160

RE: Polk County Bank, n.k.a. Grinnell State Bank – November 22, 2005 Development Agreement Developer’s Certification

To the Mayor and City Council of the City of Van Meter;
On November 22, 2005 the City of Van Meter and Polk County Bank, n.k.a. Grinnell State Bank entered into a development agreement regarding certain real estate located with the city of Van Meter, IA. Pursuant to the terms and conditions of that agreement, Polk County Bank, n.k.a. Grinnell State Bank, as developer, was obligated to certify to the city on or before October 15 of each year, the incremental property taxes that will be paid with respect to the property in the following year. Please allow this letter to serve as such certification.

Estimated incremental property taxes: 2015

Property Address:	Incremental Taxes:
2401 PINE COURT	\$3,674.00
2413 PINE COURT	\$2,952.00
2417 PINE COURT	\$3,086.00
2421 PINE COURT	\$3,604.00
2425 PINE COURT	\$2,504.00
2429 PINE COURT	\$2,524.00
2433 PINE COURT	\$2,498.00
2437 PINE COURT	\$2,646.00
2441 PINE COURT	\$2,408.00
2445 PINE COURT	\$2,520.00
2449 PINE COURT	\$2,800.00
TOTAL	\$31,216.00

Estimated Development Costs:

Property Address:	Development Costs:
2401 PINE COURT	\$ 198,500.00
2413 PINE COURT	\$ 187,500.00
2417 PINE COURT	\$ 170,000.00
2421 PINE COURT	\$ 170,000.00
2425 PINE COURT	\$ 190,000.00
2429 PINE COURT	\$ 170,000.00
2433 PINE COURT	\$ 170,000.00
2437 PINE COURT	\$ 170,000.00
2441 PINE COURT	\$ 170,000.00
2445 PINE COURT	\$ 170,000.00
2449 PINE COURT	\$ 170,000.00

If you require any further information for purposes of the annual certification, please contact the undersigned immediately.

Sincerely,



**Kris Forst
Grinnell State Bank
P O Box 200
Johnston, IA 50131
Phone: 515-278-6300**

Agenda Item #8 - 705 Main St Demolition Burn

Submitted for:

Action

Recommendation:

Pending further information, deny the request.

There may not be a cost savings to the property owner given the regulatory hurdles that need to be cleared. Further, the burnt site will still need to be remediated. Pending further information it may be best for the City to avoid the liability of creating a structure fire in such close proximity to other occupied structures, particularly if the cleanup costs don't change much for the property owner.

Sample Language:

Mayor: *Would staff please present the request?*

Staff: *Gives presentation.*

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

City Councilmember _____: *So moved.*

City Councilmember _____: *Second.*

Mayor: *Roll Call Please.*

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

Mayor: *The request is approved/denied. Thank you.*

From: [bill.daggett](mailto:bill.daggett@vanmeteria.gov)
To: [Jake Anderson](mailto:jake.anderson@vanmeteria.gov)
Cc: [Jon B; jfeldman@vanmeteria.gov](mailto:Jon.B:jfeldman@vanmeteria.gov)
Subject: Fwd: House 705 Main St.
Date: Monday, October 3, 2016 1:49:55 PM

Sir,

The City of Van Meter Fire Department has received a request from Paul Scieszinski to burn the residence at 705 Main Street. The Iowa DNR requires the following reference the burning of this building:

Documentation of city council approval.

Notification 10 working days prior to the demolition.

Notification to the DNR postmarked at least 30 days before the burn;

A maximum size limit on the buildings to be burned;

Restrictions limiting the time of day for these burns;

Restrictions on the burning of non-structural materials;

Burn location requirements.

Iowa DNR - Air Quality Bureau Guidance for 567 IAC 23.2(3)"g" and "j" Version :March 2005 3

Notification to the chair of the county board of supervisors at least 30 days prior to the date of the burn for any burn conducted outside the city limits.

Recordkeeping requirements;

and ³/₄ A limit on the number of burns that a city may conduct in a given area.

The request has been forwarded to Fire Chief Bruen for consideration. I have emailed Mr. Scieszinski the DNR fact sheet and advised that he must obtain a asbestos test on the property along with cleaning up any debris around the residence.

I am requesting that this matter be placed on the upcoming city council agenda. Command staff will make a recommendation to you before that time.

William J. Daggett
Chief of Police (Director of Public Safety)
Van Meter Police Department
505 Grant Street (PO Box 160)
Van Meter, Iowa 50261
Dispatch: 515-993-4567
Cellular: 515-202-4154

Fax: 515-996-2207

CONFIDENTIAL:

This message is a confidential communication pursuant to section 22.7(4) of the Iowa Code. This message and accompanying documents are covered by the Electronic Communications Privacy Act, 18 USC 2510-2521, and contain information intended for the specified individual(s) only. This information is confidential. If you are not the intended recipient or an agent responsible for delivering it to the intended recipient, you are hereby notified that you have received this document in error and that any review, dissemination, copying, or the taking of any action based on the contents of this information is strictly prohibited. If you have received this communication in error, please notify us immediately by e-mail, and delete the original message.

----- Forwarded message -----

From: **Paul Scieszinski** <capitalpro12@gmail.com>

Date: Mon, Oct 3, 2016 at 1:29 PM

Subject: House 705 Main St.

To: wdaggett@vanmeteria.gov

This is a request to burn the house at 705 Main St. Van Meter Iowa.

Thanks for your consideration.

Paul

No virus found in this message.

Checked by AVG - www.avg.com

Version: 2016.0.7797 / Virus Database: 4656/13139 - Release Date: 10/03/16

Agenda Item #9 - CDBG Downtown Façade Grant

Submitted for:

Action

Recommendation:

Approval contingent upon the VMCDC's ability to raise the local match. The City would need to issue debt to fund the local match. Instead, staff recommends that the City Council schedule a work session with Bond Counsel to get the City's Urban Revitalization Plan updated and offer commercial property owners a tax abatement on the added value of the improvements. If the grant pays for up to 50% of the project, and if businesses that benefit can contribute the remaining cost of the project through VMCDC (a 501c3) for a tax benefit, and if the City abates the property taxes on the improvements and administers the program, then private property owners should be sufficiently incentivized to invest in their own property and the project should proceed.

Sample Language:

Mayor: *Would staff please review the proposal.*

Staff: *Gives Review.*

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

City Councilmember _____: *So moved.*

City Councilmember _____: *Second.*

Mayor: *Roll Call Please.*

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

Mayor: *The recommendation is approved. Thank you.*

From: [Jeremy Rounds](#)
To: vanmeteria@gmail.com; [Brenda Golwitzer](#); winteretch@aol.com; [Madison County Preservation](#); [Mike Taylor](#); [Mandy Parsons](#)
Cc: [Joel Lamb](#)
Subject: Downtown facade projects
Date: Wednesday, September 28, 2016 11:57:51 AM

Hello,

If you are included in this email, I have talked with you about the CDBG DTR façade grant funds for downtown buildings in the past few months. Yesterday was the annual CDBG application workshop. I have learned of a few changes. The main one was the number of units. Each of your cities can apply for \$500,000 in grants if you include at least 10 buildings in the grant. If you include 8 or 9 buildings, you are likely to get up to \$400,000 to \$475,000. Under 8 buildings means you will not get a grant. This is actually an improvement from previous years, designed to encourage smaller towns and more expensive per-building projects.

The local share information has not changed, but the maximum score is if non-CDBG is at least 50% of the cost. Sources of non-CDBG typically include the building owners, the City, local banks, local corporate and community foundations, and other donations or grants that can be obtained.

Grant due Friday, Feb 5, 2017.

If your city wants me to attend a council meeting in October to discuss this, I will do so. I really need some direction in early part of October in order to get this labor-intensive and highly procedural grant application in on time. I don't need a final answer but I need enough direction so that I can use time wisely and put together a competitive application. Decisions in October for the council would include:

1. Are we interested in this program?
2. What range or level of match might we be willing to provide?
3. Should we authorize SICOG to prepare an RFP for the architect to do the concept designs?
4. Are we willing to adopt a slum and blight ordinance at the November council meeting?

Each project is different. There is no magic ratio, and we must work within the fiscal realities of each municipality. Cities often come up with their match from a TIF, general fund cash, or other bonding. I cannot be sure how much your city share will be without a project scope. A project scope will require an expenditure of approximately \$6,000 for an architect to prepare concepts. SICOG will prepare the grant application for no charge.

Please advise me on what I can do for you next.

Thank you,
Jeremy Rounds

Jeremy Rounds, Regional Planner
Southern Iowa Council of Governments

AFTER SEPTEMBER 30, WE WILL NO LONGER HAVE A P.O. BOX #
101 E. Montgomery St.
Creston, Iowa 50801

ph: 641.782.8491
f: 641.782.8492
rounds@sicog.com

No virus found in this message.

Checked by AVG - www.avg.com

Version: 2016.0.7797 / Virus Database: 4656/13104 - Release Date: 09/28/16

Agenda Item #10 - Greater Des Moines Partnership

Submitted for:

Action

Recommendation:

Approval.

Sample Language:

Mayor: *Would staff please review the proposal.*

Staff: *Gives Review.*

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

City Councilmember _____: *So moved.*

City Councilmember _____: *Second.*

Mayor: *Roll Call Please.*

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

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

From: [Jake Anderson](mailto:jake.anderson@vanmeteria.gov)
To: ["Allan.B.Adams@wellsfargo.com"](mailto:Allan.B.Adams@wellsfargo.com); ["kim.sacker@iid.iowa.gov"](mailto:kim.sacker@iid.iowa.gov); kimberly.sacker@yahoo.com;
etweed@vanmeteria.gov; mpeterson@vanmeteria.gov; ostump55@gmail.com; ["Lyn Lyon"](mailto:Lyn.Lyon)
Subject: RE: Des Moines Partnership
Date: Thursday, September 1, 2016 8:49:22 AM

I spoke with Kim this morning and she raised a good question: "How do we pay for this?"
Membership to the GDMP is based on calendar years and they will bill us at our convenience. Additionally, they do not prorate membership so instead of charging us for a full year the remainder of 2016 would be free. Then we would pay 2017 at a discounted rate. Paying full price quoted below in 2018. That gives us plenty of time to budget for the cost.

Hope that helps. Again, please let me know if you have additional questions or thoughts.

Thanks,
Jake

From: Jake Anderson [mailto:janderson@vanmeteria.gov]
Sent: Wednesday, August 31, 2016 11:00 AM
To: 'Allan.B.Adams@wellsfargo.com' <Allan.B.Adams@wellsfargo.com>; 'kim.sacker@iid.iowa.gov' <kim.sacker@iid.iowa.gov>; kimberly.sacker@yahoo.com; etweed@vanmeteria.gov; mpeterson@vanmeteria.gov; ostump55@gmail.com; 'Lyn Lyon' <lyn@afjohnsonmillwork.com>
Subject: Des Moines Partnership

Mayor Adams and City Council,

I recently solicited some information from the Greater Des Moines Partnership (GDMP) to see what it would cost us to get involved. In short, membership would cost less than \$8,000/year. That membership is broken into two components: 1) Economic Development and 2) Chamber of Commerce. Each component is optional but adds value to Van Meter in its own way.

- 1) Economic Development: \$4,000-6,500/year depending on how many individuals represent Van Meter. \$4,000 for 1, \$6,500 for 2. ***(Please note, these amounts will be discounted by as much as 30% in our first year of membership.)***

The Greater Des Moines Partnership routinely receives requests for information (RFI) for sites in their member communities for new business development. On some level we benefit from this already, as they send RFIs to the Dallas County Development Alliance when they receive a RFI for data center projects. In turn Dallas County responds and represents Van Meter's certified site. Membership, would ensure that we also receive that information and be included in the process. In addition, their economic development activities bring site selection consultants to central Iowa and give them tours of member communities and introduce them to community leaders. This type of networking is invaluable, for when the consultants return with a project. Further, our pitch for Van Meter and our certified site is more

complete when we sell ourselves as a part of the region. Finally, the GDMP organizes an annual trip (cost included) to Washington DC to meet with lawmakers and federal agencies in order to advocate for the region. The trip is important for a couple reasons, it helps to secure federal funding and the networking opportunities with those in Washington and those on the trip lead to deals getting made and projects being undertaken.

2) Chamber of Commerce: \$17/Member or \$1,500 whichever is more.

The GDMP's affiliate chambers of commerce comprise more than 5,800 businesses from Adel to Grinnell. When a Chamber becomes a member to the GDMP the local member businesses automatically become members to the GDMP which places them in a directory and it gets businesses invited to the numerous member events throughout the year that the GDMP organizes. The Van Meter Community Development group that Brenda Golwitzer and Amy Skogerson lead qualifies as a Chamber and would technically be the affiliate organization. I have given this information to Brenda and hopefully the VMCDC will join – if they do, they will need some assistance with the cost and we might think about helping them with a portion of it.

At the very least, I believe it is important for us to belong to the partnership for Economic Development purposes, particularly given the investment the City has made in the certified site. Please let me know what you think. If we choose to join, the GDMP would like to issue a press release.

Thanks,
Jake

Agenda Item #11 - Backup generators for the water system

Submitted for:

Action

Recommendation:

Approval.

The City has issued 22 building permits for new residential construction this year. That additional growth means more water consumption, particularly as homeowners irrigate to establish sod. It is good to add rate payers as the City is contemplating a water treatment plant. However, the supply held in the water tower is also depleted more quickly as consumption rises which could be problematic if the power were to be interrupted for too long.

For budgetary purposes staff has obtained a quote from Ziegler for two new generators priced at \$21,000/each. Staff is recommending the City Council authorize a project and a project budget of \$55,000 from the Water Fund (600) to purchase the necessary generators and do the necessary work to have them installed to provide backup power to the City's water distribution system.

Sample Language:

Mayor: *Would staff please review the proposal.*

Staff: *Gives Review.*

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

City Councilmember _____: *So moved.*

City Councilmember _____: *Second.*

Mayor: *Roll Call Please.*

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

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

Jake Anderson

From: Dave Herman <dherman@vanmeteria.gov>
Sent: Friday, September 30, 2016 9:43 AM
To: janderson@vanmeteria.gov
Subject: Fwd: Generator budget
Attachments: image001.jpg; Untitled attachment 00020.htm; LEHE0827-01.pdf; Untitled attachment 00023.htm; LEHE0882-01.pdf; Untitled attachment 00026.htm

Sent from my iPhone

Begin forwarded message:

From: Steve Steenhoek <Steve.Steenhoek@zieglercat.com>
Date: September 19, 2016 at 10:11:57 AM CDT
To: "Dave Herman (dherman@vanmeteria.gov)" <dherman@vanmeteria.gov>
Subject: Generator budget

Dave

I have reviewed the two project you have a need for a generator for

Water tower
2-7.5 hp 120/240 single phase

Well field
2-10 hp 12- 240 three phase

Looks like a 40 kW will fit both sites

The budget for each generator will be \$21,000.00 each

I didn't budget switches as you have a manual at the tower and at the well we need to understand how the overhead power lines are going to be dealt with

Thank you

Steven Steenhoek

Sr. Sales Engineer | Ziegler CAT
1500 Ziegler Drive NW | Altoona, IA 50009
515.957.3838 Office
515.249.5507 Mobile
515.957.3879 Fax
www.zieglercat.com



Weather Protective and Sound Attenuated Enclosures D40-2LC to D60-2LC

Picture shown may not represent actual package

Features

Highly Corrosion Resistant construction

- Stainless steel flush fitting latches and hinges tested and proven to withstand extreme conditions of corrosion
- Zinc plated or stainless steel fasteners
- Body constructed from 16 gauge steel components treated with polyester powder coating

Excellent Access

- Single side access for service and controls
- Over head door with lift assist strut on service side
- All non-service sides have removable doors and/or panels
- Radiator fill access
- Lube oil and coolant drains piped to the exterior of the enclosure base
- Large cable entry area for installation ease

Transportability

- These enclosures are of extremely rugged construction to withstand outdoor exposure and rough handling common on many construction sites.
- This range of enclosures are designed on modular principles which will aid on site repair

Security and Safety

- Lockable access doors which give full access to control panel and breaker
- Cooling fan and battery charging alternator fully guarded
- Fuel fill, oil fill, and battery can only be reached via lockable access
- Stub-up area is rodent proof
- Externally mounted emergency stop button

Options

- Weather Protective Enclosure
- Sound Attenuated Enclosure – Weather protective with critical silencer
- Cat Yellow or white paint
- UL Listed fuel tanks

Enclosure Sound Pressure Levels (SPL) at 100%

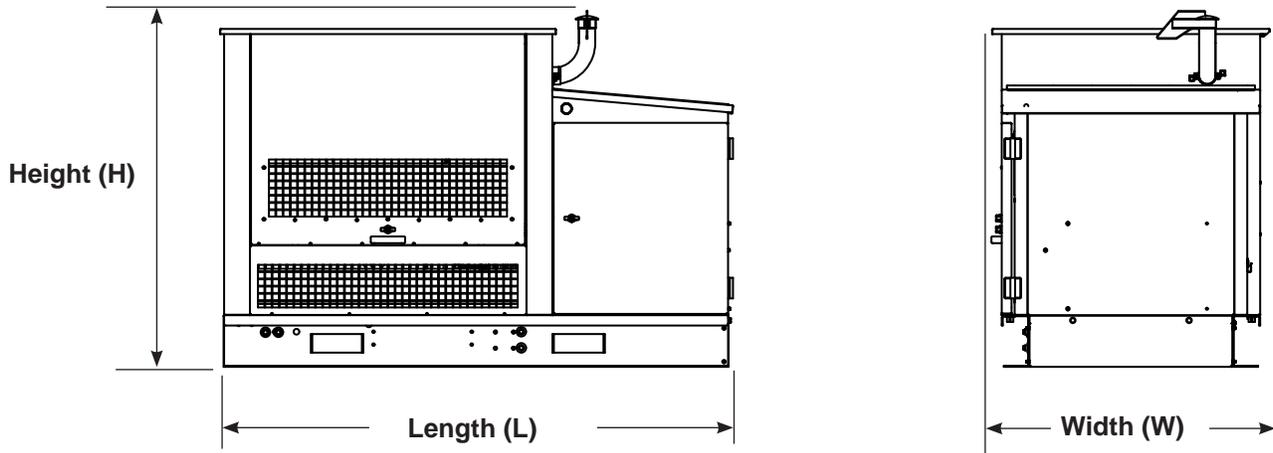
Sound Attenuated Enclosure		Cooling Air Flow Rate		SPL @ 7m (23ft)
Model	Standby eKW	m ³ /s	cfm	dBA
D40-2LC	40	1.7	3602	74
D50-2LC	50	1.7	3602	74
D60-2LC	60	2.1	4450	75

Weather Protective Enclosure		Cooling Air Flow Rate		SPL @ 7m (23ft)
Model	Standby eKW	m ³ /s	cfm	dBA
D40-2LC	40	1.7	3602	85
D50-2LC	50	1.7	3602	86
D60-2LC	60	2.1	4450	87

Component Weights to Calculate Package Weight

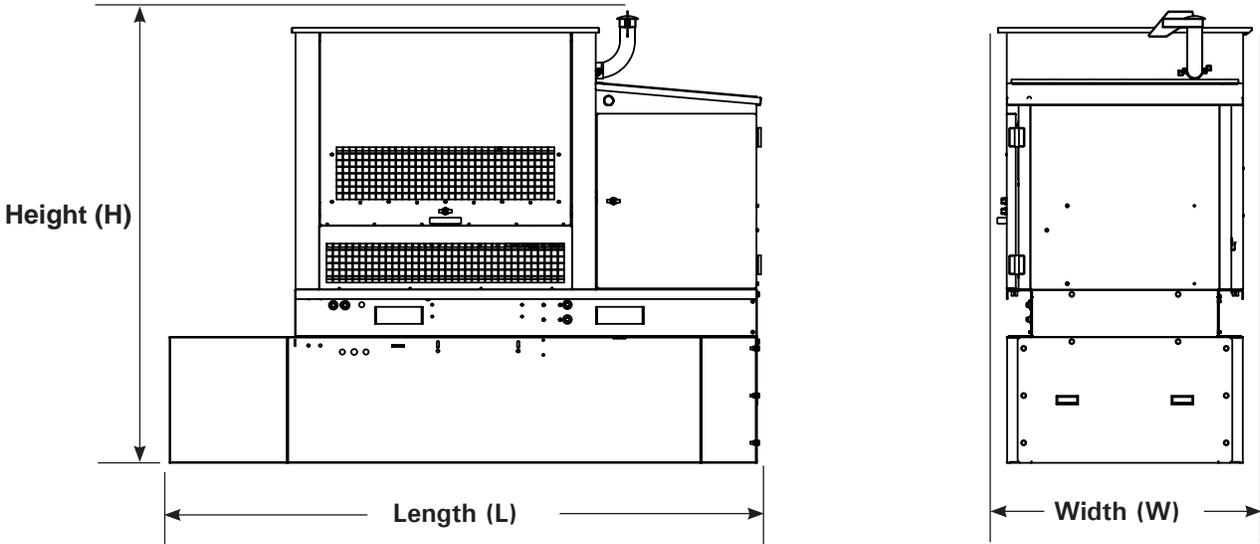
Model	Standby eKW	Skid Base		Weather Protective Enclosure		Sound Attenuated Enclosure	
		kg	lb	kg	lb	kg	lb
D40-2LC	40	80	176	121	267	137	302
D50-2LC	50						
D60-2LC	60						

Enclosure Dimensions on Skid Bases



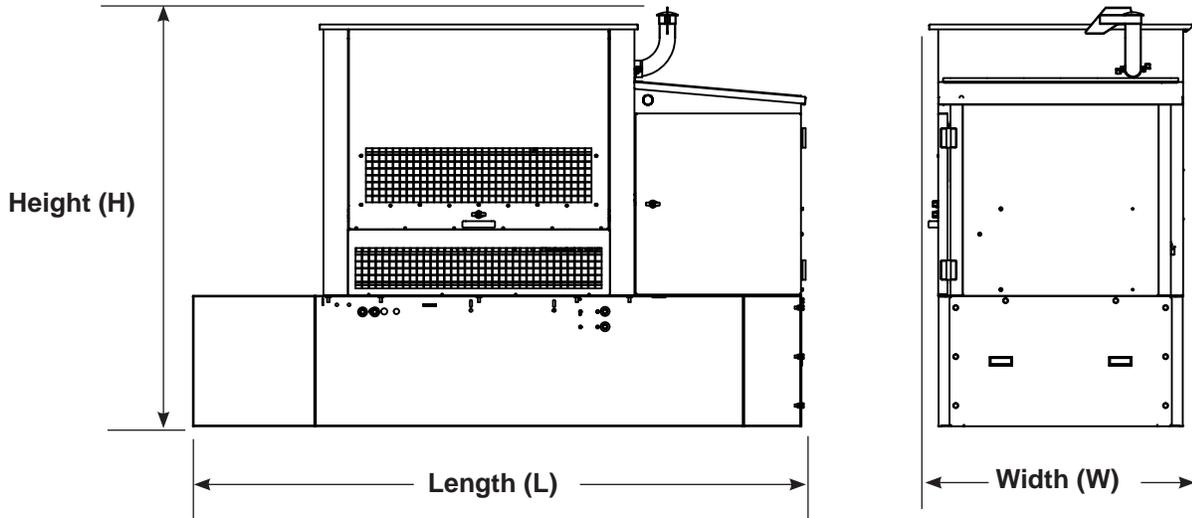
Engine Model	Generator Set Rating eKW	Enclosure	Width 'W'		Length 'L'		Height 'H'	
			mm	in	mm	in	mm	in
C4.4	40	Weather Protective/ Sound Attenuated	1075	42.3	1972	77.6	1378	54.3
	50							
	60							

Enclosure Dimensions on UL Listed Sub Base Tanks



Engine Model	Generator Set Rating kW	Enclosure	137 Gallon Sub Base Tank				255 Gallon Sub Base Tank			
			Length 'L'		Height 'H'		Length 'L'		Height 'H'	
			mm	in	mm	in	mm	in	mm	in
C4.4	40	Weather Protective/ Sound Attenuated	2503	98.5	1912	75.3	2503	98.5	2241	88.2
	50									
	60									

Enclosure Dimensions on UL Listed Integral Tanks



Engine Model	Generator Set Rating kW	Enclosure	137 Gallon Integral Tank				255 Gallon Integral Tank			
			Length 'L'		Height 'H'		Length 'L'		Height 'H'	
			mm	in	mm	in	mm	in	mm	in
C4.4	40	Weather Protective/ Sound Attenuated	2503	98.5	1712	67.4	2503	98.5	2041	80.4
	50									
	60									

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Caterpillar is leading the power generation marketplace with Power Solutions engineered to deliver unmatched flexibility, expandability, reliability, and cost effectiveness.

Image shown may not reflect actual configuration

Specifications

Generator Set Specifications	
Rating	36 ekW 36 kVA
Voltage	240 Volts
Frequency	60 Hz
Speed	1800 rpm

Generator Set Configurations	
Emissions/Fuel Strategy	U.S. EPA Certified for Stationary Emergency Application (Tier 3 Nonroad Equivalent Emission Standards)

Engine Specifications		
Engine Model	C4.4 In-line 4, 4-cycle diesel	
Bore	105.0 mm	4.13 in
Displacement	4.4 L	268.5 in ³
Stroke	127.0 mm	5.0 in
Compression Ratio	18.2:1	
Aspiration	Turbocharged	
Governor Type	Electronic (adjustable)	
Fuel System	Common Rail	

Package Dimensions*		
Length	1972 mm	77.6 in
Width	1000 mm	39.4 in
Height	1175 mm	46.3 in
Weight†	861 kg	1898 lb

*Note: For reference only – do not use for installation design. Please contact your local dealer for exact weight and dimensions.

†Weight includes: Oversize generator, skid base, circuit breaker, oil and coolant.

Benefits & Features

Cat® Diesel Engine

- Reliable, rugged, durable design
- Field-proven in thousands of applications worldwide
- Four-stroke cycle diesel engine combines consistent performance and excellent fuel economy with minimum weight
- Electronic engine control

Generator

- Matched to the performance and output characteristics of Cat engines
- Industry-leading mechanical and electrical design
- Industry-leading motor starting capabilities
- High efficiency

Cat EMCP Control Panel

The EMCP controller features the reliability and durability you have come to expect from your Cat equipment. EMCP 4 is a scalable control platform designed to ensure reliable generator set operation, providing extensive information about power output and engine operation. EMCP 4 systems can be further customized to meet your needs through programming and expansion modules.

Seismic Certification

- Seismic certification available
- Anchoring details are site specific, and are dependent on many factors such as generator set size, weight, and concrete strength
- IBC certification requires that the anchoring system used is reviewed and approved by a professional engineer
- Seismic certification per applicable building codes: IBC 2006, IBC 2009, IBC 2012, IBC 2015

Design Criteria

- The generator set accepts 100% rated load in one step per NFPA 110 and meets ISO 8528-5 transient response
- Cooling system designed to operate in 50°C / 122°F ambient temperatures with an air flow restriction of 0.5 in. water

UL 2200 / CSA – Optional

- UL 2200 listed
 - CSA Certified
- Certain restrictions may apply. Consult with your Cat Dealer.

Single-Source Supplier

Fully prototype tested with certified torsional vibration analysis.

Worldwide Product Support

Cat dealers provide extensive post sale support including maintenance and repair agreements. Cat dealers have over 1,800 dealer branch stores operating in 200 countries. The Cat S•O•SSM program cost effectively detects internal engine component condition, even the presence of unwanted fluids and combustion by-products.

Standard Equipment

Air Inlet

- Dry replaceable paper element type with restriction indicator

Cooling

- Radiator and cooling fan complete with protective guards
- Standard ambient temperatures up to 50°C (122°F)

Exhaust

- Exhaust flange outlet

Fuel

- Primary and secondary fuel filters
- Fuel priming pump
- Flexible fuel lines

Generator

- Matched to the performance and output characteristics of Cat engines
- Load adjustment module provides engine relief upon load impact and improves load acceptance and recovery time
- IP23 Protection
- Integrated Voltage Regulation

Governor

- Electronic governor

Control Panels

- EMCP 4.2 Series generator set controller

Mounting

- Rubber vibration isolators

Starting/Charging

- 12 volt starting motor
- Batteries with rack and cables

General

- Paint – Caterpillar Yellow except rails and radiators gloss black

Optional Equipment

Exhaust

- Industrial, Residential, Critical Mufflers

Generator

- Excitation: [] Permanent Magnet Excited (PM) [] Internally Excited (IE)
- Anti-condensation heater
- Oversize and premium generators

Starting/Charging

- Battery charger – UL 10 amp
- Battery disconnect switch
- Jacket water heater

General

- UL 2200
- CSA Certification
- Enclosures: sound attenuated, weather protective
- Sub-base dual wall UL listed fuel tanks
- Automatic transfer switches (ATS)

C4.4

36 ekW/ 36 kVA/ 60 Hz / 1800 rpm/ 240 V/ 1.0 Power Factor

Rating Type: PRIME

Emissions: U.S. EPA Certified for Stationary Emergency Application
(Tier 3 Nonroad Equivalent Emission Standards)



Image shown may not reflect actual configuration

D40-2LC
36 ekW/ 36 kVA
60Hz/ 1800 rpm/ 240V

Package Performance

Generator Set Power Rating with Fan @ 1.0 Power Factor	36 ekW
Generator Set Power Rating	36 kVA

Fuel Consumption

100% Load With Fan	12.1 L/hr	3.2 gal/hr
75% Load With Fan	9.5 L/hr	2.5 gal/hr
50% Load With Fan	7.2 L/hr	1.9 gal/hr

Cooling System¹

Engine Coolant Capacity	7.0 L	1.8 gal
Radiator Coolant Capacity	9.5 L	2.5 gal
Engine Coolant Capacity with Radiator/Exp Tank	16.5 L	4.4 gal
Air Flow Restriction (System)	0.12 kPa	0.48 in. water

Inlet Air

Combustion Air Inlet Flow Rate	5.2 m ³ /min	183.6 cfm
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Exhaust System

Exhaust Stack Gas Temperature	532°C	990°F
Exhaust Gas Flow Rate	12.8 m ³ /min	452.0 cfm
Exhaust System Backpressure (maximum allowable)	15.0 kPa	60.2 in. water
Exhaust Flange Size (internal diameter)	63.5 mm	2.5 in



C4.4

36 ekW/ 36 kVA/ 60 Hz / 1800 rpm/ 240 V/ 1.0 Power Factor

Rating Type: PRIME

**Emissions: U.S. EPA Certified for Stationary Emergency Application
(Tier 3 Nonroad Equivalent Emission Standards)**

Heat Rejection		
Heat Rejection to Coolant (total)	42.3 kW	2406 Btu/min
Heat Rejection to Exhaust (total)	59.3 kW	3372 Btu/min
Heat Rejection to Atmosphere from Engine	10.8 kW	614.2 Btu/min
Heat Rejection to Atmosphere from Generator	3.7 kW	210.4 Btu/min

Alternator²		
Motor Starting Capability @ 30% Voltage Dip	85 skVA	
Frame	LCB1514L	
Temperature Rise	105°C	189°F
Excitation	Self Excited	

Lube System		
Sump Refill with Filter	8.4 L	2.2 gal

Emissions (Nominal)³		
NOx + HC	4.42 g/kW-hr	
CO	1.02 g/kW-hr	
PM	0.26 g/kW-hr	

¹ For ambient and altitude capabilities consult your Cat dealer. Air flow restriction (system) is added to the existing restriction from the factory.

² Generator temperature rise is based on a 40°C (104°F) ambient per NEMA MG1-32.

³ The nominal emissions data shown is subject to instrumentation, measurement, facility and engine to engine variations. Emissions data is based on 100% Prime load. This information should not be used for permitting purposes and is subject to change without notice. Contact your Cat dealer for further details.

C4.4

36 ekW/ 36 kVA/ 60 Hz / 1800 rpm/ 240 V/ 1.0 Power Factor

Rating Type: PRIME

**Emissions: U.S. EPA Certified for Stationary Emergency Application
(Tier 3 Nonroad Equivalent Emission Standards)**

DEFINITIONS AND CONDITIONS

Applicable Codes and Standards:

AS1359, CSA C22.2 No 100-04, UL142, UL489, UL601, UL869, UL2200, NFPA 37, NFPA 70, NFPA 99, NFPA 110, IBC, IEC60034-1, ISO3046, ISO8528, NEMA MG 1-22, NEMA MG 1-33, 72/23/EEC, 98/37/EC, 2004/108/EC.

PRIME: Output available with varying load for an unlimited time. Average power output is 70% of the prime power rating. Typical peak demand is 100% of prime rated ekW with 10% overload capability for emergency use for a maximum of 1 hour in 12. Overload operation cannot exceed 25 hours per year.

Ratings are based on SAE J1349 standard conditions. These ratings also apply at ISO3046 standard conditions.

Fuel Rates are based on fuel oil to specification EPA 2D 89.330-96 with a density of 0.845 – 0.850 kg/L (7.052 – 7.094 lbs/U.S. gal.) @ 15°C (59°F) and fuel inlet temperature 40°C (104°F).

Additional ratings may be available for specific customer requirements, contact your Cat representative for details.

Performance No.: P3454D-00
Feature Code: NAC206P
Generator Arrangement: 4676047
Date: 09/09/2016
Source Country: U.S.

LEHE0882-01

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The International System of Units (SI) is used in this publication.

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Agenda Item #12 - 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 #13 - 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.*