

-NOTICE OF A PUBLIC MEETING-
Governmental Body: Van Meter City Council
Date of Meeting: Monday, November 10, 2014
Time/Place of Meeting: 7:00 p.m. – Veteran’s Reception Center, 910 Main Street

Business Meeting Agenda:

1. Call to Order
2. Approval of Agenda
3. Introductions
4. Citizens Hearing
5. Consent Agenda:
 - a. Minutes of October 13, 2013 council meeting
 - b. October Claims list
 - c. October Financial Statement
 - d. Casey’s Liquor License Renewal
6. Action following a presentation by the Van Meter Community Development Corporation – Brenda Golwitzer
7. Discussion on a proposed resolution waiving building permit fees, water connection fees, and sewer connection fees for new residential construction.
8. A public hearing and action on the first reading of a proposed ordinance amending the Code of Ordinances concerning Noise Control. Consideration may be given to waiving readings two and three and proceeding directly to approval and adoption.
9. Department/Committee Reports:
 - a. Parks and Rec
 - b. Library
 - c. Public Safety
 - d. Public Works
 - e. Attorney
 - f. Engineer
 - g. Administrator
 - h. Council
 - i. Public Works/Infrastructure
 - ii. Culture and Recreation
 - iii. MAC - Kim Sacker
 - iv. Ad-Hoc Committees
 - i. Mayor
 - i. Finance
 - ii. Policy
 - iii. Economic Development
 - iv. Public Safety
 - v. EMA, E911
10. Adjourn

Agenda Item #1 - Call to Order

Submitted for:

Recommendation:

Sample Motions:

Mayor: *The time is Seven O'clock PM on Monday, November 10, 2014. I hereby call this meeting of the Van Meter City Council to order.*

Agenda Item #2 - 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: *Lacy ___; Stump ___; Tweed ___; Sacker ___; Peterson ___;*

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

Agenda Item #3 - Introductions

Submitted for:

Information

Recommendation:

Sample Language:

Mayor: *Would those present please introduce themselves?*

Agenda Item #4 - Citizens Hearing

Submitted for:
Information
Recommendation:

Sample Language:

Mayor: *At this time I will recognize members of the public that would like to address the City Council. Once given the floor those addressing the City Council will be given 5 minutes to read their comments into the record.*

Agenda Item #5 - 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: *Lacy ___; Stump ___; Tweed ___; Sacker ___; Peterson ___;*

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

- 1) The Van Meter City Council met for a regular council meeting on Monday, October 13, 2014 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: Bob Lacy, Kim Sacker, Elizabeth Tweed, Mike Peterson, and Owen Stump.

Staff present: City Administrator Jake Anderson, City Attorney Erik Fisk, and Public Safety Director William Daggett.

Members of the public present: Lisa Nickerson, Scott Hogue, and Nancy Lacy.

- 2) Mayor Adams asked for a motion to approve the agenda. Motioned by Lacy supported by Peterson. Passed unanimously.
- 3) Introductions were made.
- 4) Mayor Adams opened the citizens hearing. Hearing none Mayor Adams closed the citizens hearing.
- 5) 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 September 8, 2014 council meeting.
 - b. September Claims list.

| VENDOR | REFERENCE | AMOUNT |
|--------------------------------|--------------------------------|---------------|
| ACCO | WATER CHEMICALS | \$ 790.50 |
| ACS FIREHOUSE SOFTWARE | FIRE HOUSE CLOUD SERVICE | \$ 1,999.00 |
| TYCO INTERGRATED SECURITY | QUARTERLY BILLING 11/14-1/15 | \$ 120.00 |
| AG SOURCE LABORATORIES | WA/SW TESTING | \$ 276.50 |
| APEX COMPANIES LLC | REPORTING | \$ 750.00 |
| BALDON HARDWARE | SHOP SUPPLIES | \$ 20.15 |
| BARNES & NOBLE BOOK SELLER | BOOKS AND DVDS | \$ 236.20 |
| BILL DAGGETT | REIMBURSE FOR PARADE CANDY | \$ 17.39 |
| BOB LACY | MIELAGE | \$ 173.60 |
| BOB LENC | WINTERIZATION REC COMPLEX | \$ 518.50 |
| BOBS AUTO PARTS | OIL/SUPPLIES PUBLIC WORKS | \$ 24.57 |
| CARPENTER UNIFORM CO | UNIFORM PANTS, CUFFS, DUTY MIS | \$ 521.84 |
| CASEY'S GENERAL STORE | GAS/MERCH | \$ 1,123.57 |
| CENTER FOR ED & EMPLY LAW | PUBLIC EMP LAW | \$ 260.00 |
| CENGAGE GALE | LIBRARY MATERIALS | \$ 22.50 |
| CENTURY LINK | CITY HALL PHONE | \$ 368.12 |
| CHADWICK GILLESPIE | TRAVEL EXPENSES | \$ 11.74 |
| COMPASS BUSINESS SOLUTIONS | #10 WINDOW ENVELOPES | \$ 163.60 |
| CULLIGAN | AUTOMATIC RENTAL | \$ 21.95 |
| CUSTOM LAWN CARE & LANDSCAPING | REC COMPLEX WINTERIZER | \$ 876.15 |
| DALLAS COUNTY NEWS | LEGAL PUBLICATION OF MIN | \$ 123.10 |
| DELTA DENTAL | Employee Dental Ins | \$ 404.62 |

| | | |
|--------------------------------|---------------------------------|---------------------|
| DMACC | EMR TEXTBOOKS FIRE & RESCUE | \$ 241.40 |
| DYKSTRA CONCRETE LLC | ST PATCH MEYER COURT | \$ 850.00 |
| EARL MAY | TREES FOR PARK BOARD | \$ 1,749.85 |
| EFTPS | FED/FICA TAX | \$ 2,913.27 |
| EFTPS | FED/FICA TAX | \$ 2,994.49 |
| FRED SCHIMMELS | ENGINE REPAIR/TRAILER FD | \$ 300.00 |
| GARY LAMPE | METER WIRE | \$ 134.67 |
| DBA LEHMAN METAL | FARMERS MARKET SIGNS | \$ 275.00 |
| HEARTLAND COOP | FIRE DEPT DIESEL | \$ 126.12 |
| ILEA | MENTAL HEALTH TRAINING DVD | \$ 20.00 |
| IOWA DEPARTMENT OF NATURAL RES | ANNUAL WATER USE FEE 2015 | \$ 99.00 |
| IPERS | IPERS | \$ 3,756.38 |
| JIMS JOHNS INC | REC COMPLEX KYBOS | \$ 150.00 |
| LAMONI PUBLIC LIBRARY | LIBRARY MATERIALS | \$ 22.00 |
| LOWE'S | CITY HALL/SHOP SUPPLIES | \$ 213.82 |
| MAINSTAY | NETWORK MAINT | \$ 630.00 |
| MASTERSON BOTTENBERG & EICHORN | ECO DEVELOPMENT PROF SERVICES | \$ 1,158.00 |
| MATHESON TRI GAS INC | OXYGEN | \$ 33.80 |
| MIDAMERICAN ENERGY | ELEC/GAS | \$ 2,516.25 |
| NORTHERN TOOL & EQUIPMENT | MISC SUPPLIES | \$ 44.94 |
| OFFICE DEPOT | PAPER & OFFICE SUPPLIES | \$ 90.65 |
| PERRY PUBLIC LIBRARY | DALLAS CO READS BOOK EVENT | \$ 40.00 |
| RAYGUN | FESTIVAL TSHIRTS | \$ 520.00 |
| RHODES INC | ROCK FOR RICHLAND CIRCLE | \$ 784.40 |
| SCHEELS - DES MOINES | AMMO, EARMUFFS, GLASSES | \$ 195.88 |
| SOUTHERN IA COUNCIL OF GOV | MEMBERSHIP FY 2015 | \$ 1,930.40 |
| SQUARE, INC | Credit Card Acceptance Fee | \$ 34.05 |
| STERNQUIST CONSTRUCTION | PAY ESTIMATE 3 | \$ 2,380.00 |
| THE HARTFORD | Employee Life/Dis Ins | \$ 235.57 |
| TIM NEAL SIGNS & DESIGNS | VEHICLE GRAPHICS | \$ 65.00 |
| TREAS - STATE OF IOWA W/H | STATE TAXES | \$ 1,122.00 |
| ULTRAMAX | AMMO | \$ 200.10 |
| US POSTMASTER | OCT NEWSLETTER/UT BILLS | \$ 229.85 |
| VEENSTRA & KIMM INC | BLDG PERMITS | \$ 8,391.60 |
| VERIZON WIRELESS | CELL PHONE CHARGES | \$ 472.33 |
| VERIZON WIRELESS | CELL PHONE CHARGES | \$ 383.11 |
| WASTE CONNECTIONS | GARBAGE CONTRACT | \$ 6,075.76 |
| WAUKEE HARDWARE & RENT IT | CAUTION/DANGER TAPE | \$ 38.69 |
| WELLMARK | Employee Health Ins | \$ 4,564.04 |
| WELLMARK | INVOICE ENTRY ERROR | \$ 1.00 |
| WELLS FARGO CC | MEETINGS/CONFERENCES | \$ 513.47 |
| WHITFIELD & EDDY PLC | LEGAL SERVICES | \$ 1,416.00 |
| | ***** REPORT TOTAL ***** | \$ 56,736.49 |

c. September Financial Statement and Quarterly Investment Report.

| FUND | RECEIVED | DISBURSED |
|-------------------------------|----------------------|---------------------|
| GENERAL | \$ 22,931.53 | \$ 44,502.00 |
| LIBRARY TECHNOLOGY FUND | \$ 0.01 | \$ - |
| FARMERS MARKET | \$ 85.00 | \$ - |
| ROAD USE TAX | \$ 8,104.26 | \$ 8,291.67 |
| EMPLOYEE BENEFITS | \$ 3,167.08 | \$ 5,035.57 |
| EMERGENCY FUND | \$ 273.88 | \$ - |
| TIF-CR ESTATE | \$ 14,657.00 | \$ 13,202.61 |
| TIF ORIGINAL (420-844) | \$ 23,329.14 | \$ - |
| PARK TRUST FUND | \$ 0.14 | \$ - |
| REC TRUST | \$ - | \$ 400.00 |
| LIBRARY TRUST FUND | \$ 802.18 | \$ 4,436.90 |
| VM COMMUNITY BETTERMENT | \$ - | \$ 35.00 |
| DEBT SERVICE | \$ 6,001.40 | \$ - |
| CEMETARY-PERPETUAL CARE | \$ 1,500.00 | \$ - |
| WATER | \$ 19,774.53 | \$ 11,482.22 |
| SEWER | \$ 10,746.07 | \$ 9,615.19 |
| *****REPORT TOTAL***** | \$ 111,372.22 | \$ 97,001.16 |

d. Resolution #2014-23 “A Resolution Accepting TIF Certifications from Crestview Estates No 1 LLC and Grinnell St Bank and Approving Annual Appropriations for the same.”

Lacy moved supported by Stump to adopt and approve Resolution #2014-24, “A Resolution Adopting the Revised Consent Agenda.” Passed unanimously.

- 6) Mayor Adams asked City Administrator Jake Anderson to present the proposed sale of an easement 5 feet wide and 60 feet long within the public right-of-way along Pleasant Street at 119 Elm Street. Anderson explained that the City received an offer from the property owner to purchase the easement for \$720.00 and that the easement would provide for the continued use of the property until such a time as the structures are abandoned or damaged beyond 85% of the property’s market value. Mayor Adams opened the public hearing. Hearing no comment and having receiving none in writing Mayor Adams closed the public hearing and asked for a motion to approve Resolution #2014-25, “A Resolution Approving the Sale of an Easement.” Moved by Lacy supported by Tweed. Passed unanimously.
- 7) Mayor Adams asked City Administrator Jake Anderson to present the proposed future use of administrative space at 505 Grant Street. Anderson explained that the City Council had asked that he solicit proposals from the Public Library and the Department of Public Safety for the dedication of the current City Hall space at 505 Grant Street in anticipation of City Hall moving to 310 Mill Street. Anderson explained that Public Safety Director Daggett developed a joint proposal and sought buy in from the Public Library. Daggett explained to the City Council that he planned to use half the space to develop two offices, one for the Police Chief, and the other for the Fire Chief. The other half of the area would then be a multi-purpose space for meetings, trainings, and programing. Daggett noted the Library Board’s endorsement. Moved by Lacy supported by Tweed to approve the proposal for the future use of the current City Hall space at 505 Grant Street. On roll call the votes were as follows: Lacy – Yes; Peterson – Abstention; Sacker – Yes; Stump – Yes; Tweed – Yes. Motion Passed.
- 8) Mayor Adams asked City Administrator Jake Anderson to present the proposed amendment to Chapter 52 of the Van Meter Code of Ordinances. Anderson explained that after the proposed noise control ordinance failed for the lack of a second last month the Policy Committee met and determined that it was still important to address the policy. Taking into consideration the feedback that they received from the City Council they narrowed their focus specifically to the issuance of sound amplifying equipment permits and reexamined the costs of administering the policy in an attempt to more appropriately align permit fees. The City Council

debated the cost of the proposed permit fees then Stump moved supported by Sacker to set a date and time for a public hearing on the proposed revised ordinance for Monday, November 10, 2014 at 7:00PM at the Veterans Reception Center located at 910 Main Street in Van Meter. On roll call the votes were as follows: Lacy – No; Peterson – Yes; Sacker – Yes; Stump – Yes; Tweed – Yes. Motion Passed.

9) Department/Committee Reports

Daggett reported on the scheduled Public Safety Committee meeting.

Anderson reminded the City Council to review an evaluation process.

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

_____ Allan B. Adams, Mayor

ATTEST _____ Liz Thompson, City Clerk

| VENDOR NAME | REFERENCE | VENDOR TOTAL | CHECK# | CHECK DATE |
|---|--------------------------------|--------------|----------|-------------------|
| ----- ACCOUNTS PAYABLE CLAIMS ----- | | | | |
| ACCO | WATER CHEMICALS | 149.51 | | |
| ADAMS DOOR COMPANY | REPLACEMENT GARAGE DOORS | 1,270.00 | | |
| AG SOURCE LABORATORIES | WATER/SEWER TESTING | 385.00 | | |
| BALDON HARDWARE | SADDLE VALVE | 8.49 | | |
| BARNES & NOBLE BOOK SELLER | BOOKS & DVDS | 293.36 | | |
| BOB LACY | MILEAGE ROUNDTrip ADEL | 11.20 | | |
| BOHLMANN INC | IN LINE STRAINER | 16.44 | | |
| CARE | STUFF UT BILLS/NEWS SEPT/OCT | 150.00 | | |
| CASEY'S GENERAL STORE | GAS/MERCH | 1,039.46 | | |
| CENTURY LINK | PHONE CHARGES | 368.95 | | |
| CHRISTOPHER REHA | PAYROLL EXP | 51.89 | | |
| COMPASS BUSINESS SOLUTIONS | CUSTOM UT BILL ENVELOPES | 997.50 | | |
| CULLIGAN | AUTOMATIC RENTAL | 21.95 | | |
| DALLAS CO RECORDER | EASEMENT | 17.00 | | |
| DALLAS COUNTY NEWS | LEGAL PUBLICATIONS | 379.14 | | |
| DELTA DENTAL | Employee Denta] Ins | 185.86 | | |
| DELTA DENTAL | EMPLOYEE DENTAL INS | 418.72 | 604.58 | 11178424 10/31/14 |
| DMACC | EMR CLASS POLLARD/POWER | 798.00 | | |
| DYKSTRA CONCRETE LLC | ST PATCH - FELLER MUSEUM CORNE | 575.00 | | |
| EFTPS | FED/FICA TAX | 2,686.62 | | 11178418 10/24/14 |
| EFTPS | FED/FICA TAX | 2,791.88 | 5,478.50 | 11178419 11/07/14 |
| GRAHAM TIRE DES MOINES INC | PW TRUCKS NEW TIRES | 1,340.08 | | |
| HACH | WATER CHEMICALS | 383.36 | | |
| HEARTLAND COOP | DIESEL FUEL | 99.02 | | |
| HIGHLIGHT | SUBSCRIPTION X 1 YR | 29.64 | | |
| IA CRIME PREVENTION ASSOC | MEMBERSHIP DUES 2014/2015 | 50.00 | | |
| ICMA | MBMBERSHIP DUES 2015 | 600.00 | | |
| ILEA | POST FOR PETITHORY | 60.00 | | |
| IOWA ONE CALL | FAXES | 40.50 | | |
| IOWA OUTDOORS | SUBSCRIPTION X 1 YR | 15.00 | | |
| IPERS | WAGE ADJUSTMENT FEE | 7.46 | | 11178414 10/15/14 |
| IPERS | IPERS | 3,573.04 | 3,580.50 | 11178416 10/24/14 |
| JESTER INSURANCE SERVICE | INS COVERAGE ECON DEV | 150.00 | | |
| JIMS JOHNS INC | SPORTS COMPLEX | 225.00 | | |
| JW TREE SERVICE | TREE REMOVAL ON ELM | 800.00 | | |
| LOWE'S | CAUTION TAPE | 31.04 | | |
| MAFFIN OUTDOOR POWER & AUTO | MOUNT & BALANCE TIRES PW TRUCK | 160.00 | | |
| MARSHALLTOWN PUBLIC LIB | REPLACEMENT BOOK | 15.95 | | |
| MATHESON TRI GAS INC | OXYGEN | 34.76 | | |
| METHODIST OC/HEALTH & WELLNESS | DRUG SCREEN COLLECTION DAGGETT | 21.25 | | |
| MIDAMERICAN ENERGY | GAS AND ELECTRIC | 1,835.14 | | |
| MUNICIPAL SUPPLY INC | BLUE MARKING FLAGS | 11.00 | | |
| OFFICE DEPOT | PAPER, TISSUES, PAPER TOWELS | 100.98 | | |
| OGDEN PUBLICATIONS | SUBSCRIPTION X 1 YR | 16.95 | | |
| PATRICIA MCDANIEL | YARD SALE COOKBOOK | 23.00 | | |
| PETE HOWE INDUSTRIAL | SW LINE CLEAN SO SIDE OF ELM | 3,313.20 | | |
| RHODES INC | CLASS A ROADSTONE | 743.74 | | |
| SQUARE, INC | CREDIT CARD ACCEPTANCE FEE | 40.70 | 11178420 | 10/31/14 |
| TASTE OF HOME | SUBSCRIPTION X 1 YR | 10.00 | | |
| THE HARTFORD | EMPLOYEE LIFE/DIS INS | 235.57 | 11178425 | 10/31/14 |
| TREAS - ST OF IA SALES TX | QUARTERLY SALES TAX JUL-SEP 14 | 2,384.00 | 11178415 | 10/15/14 |

| VENDOR NAME | REFERENCE | VENDOR TOTAL | CHECK# | CHECK DATE |
|---------------------------|---------------------------|--------------|----------|----------------|
| TREAS - STATE OF IOWA W/H | STATE TAX | 1,103.00 | 11178417 | 10/24/14 |
| UNITYPOINT CLINIC | DRUG TEST RESULTS DAGGETT | 37.00 | | |
| US POSTMASTER | STAMPS X 3 ROLLS | 147.00 | | |
| US POSTMASTER | NOV UT BILLS/NEWSLETTERS | 193.92 | 340.92 | 24916 10/31/14 |
| WASTE CONNECTIONS | GARBAGE CONTRACT | 6,432.52 | | |
| WAUKEE HARDWARE & RENT IT | BROOM X 2 | 39.98 | | |
| WELLMARK | EMPLOYEE HEALTH INS | 4,163.45 | 11178423 | 10/31/14 |
| WELLS FARGO | DEPOSIT SLIPS | 45.15 | 11178421 | 10/31/14 |
| WELLS FARGO CC | CONFERENCE REGISTRATION | 300.00 | 11178422 | 10/31/14 |
| WHITFIELD & EDDY PLC | LEGAL SERVICES | 1,722.00 | | |
| **** PAID | TOTAL **** | 17,943.51 | | |
| **** SCHED | TOTAL **** | 25,206.86 | | |
| ***** | REPORT TOTAL ***** | 43,150.37 | | |

DEPT DEPT NAME TOTAL CHECK# DATE

| | |
|---------------------------|-----------|
| LIABILITIES | 10,154.54 |
| POLICE | 972.01 |
| EMERGENCY MANAGEMENT | 11.57 |
| FIRE | 354.59 |
| AMBULANCE | 843.96 |
| ROADS, BRIDGES, SIDEWALKS | 4,821.88 |
| STREET LIGHTING | 203.82 |
| GARBAGE | 6,726.52 |
| LIBRARY | 2,082.45 |
| PARKS | 87.46 |
| RECREATION | 1,438.88 |
| ECONOMIC DEVELOPMENT | 150.00 |
| CLERK/TREASURER/ADM | 931.33 |
| LEGAL SERVICES/ATTORNEY | 2,101.14 |
| CITY HALL/GENERAL BLDGS | 265.84 |
| WATER | 3,484.87 |
| SEWER/SEWAGE DISPOSAL | 8,519.51 |

| FUND | FUND NAME | TOTAL | CHECK# | DATE |
|------|--------------------|-----------|--------|------|
| 001 | GENERAL | 17,554.88 | | |
| 110 | ROAD USE TAX | 4,020.10 | | |
| 112 | EMPLOYEE BENEFITS | 3,234.11 | | |
| 182 | LIBRARY TRUST FUND | 1,620.56 | | |
| 600 | WATER | 5,837.32 | | |
| 610 | SEWER | 10,883.40 | | |



CITY OF VAN METER

Bank Reconciliation/Financial Summary - Month/Year: October 2014

| <u><i>Treasurer's Report</i></u> | |
|---|-----------------------|
| Book Balance, Beginning of Month: | \$1,038,104.82 |
| Add: Total Revenues this Month: with transfers | \$365,454.43 |
| Less: Total Expenditures this Month: with transfers | (\$72,731.51) |
| Add: Δ Liability | \$705.86 |
| Book Balance End of Month: | \$1,331,533.60 |

| <u><i>Bank Reconciliation</i></u> | |
|---|-----------------------|
| Checking Account Balance End of Month: | \$813,609.49 |
| Less: Outstanding Transactions (Cash Report): | (\$7,007.34) |
| Adjusted Checking Account Balance: | \$806,602.15 |
| Currency | |
| Petty Cash: (res Nov 2004) | \$100.00 |
| Change Fund: | \$30.00 |
| Total Currency: | \$130.00 |
| Investments: (Interest for month included) | |
| IPAIT | |
| IPAIT – general | \$220,812.47 |
| IPAIT – park | \$20,621.76 |
| IPAIT – library | \$17,060.19 |
| IPAIT – library/technology | \$1,187.16 |
| IPAIT TOTAL: | \$259,681.58 |
| Certificate of Deposit/ESB | \$250,000.00 |
| Wells Fargo – savings acc't | \$15,119.87 |
| Total Investments: | \$524,801.45 |
| Total of Bank Statements End of Month | \$1,331,533.60 |

| | |
|--------------------|---------------|
| Difference: | \$0.00 |
| Note(s): | |

Verify: Mayor or Mayor Pro Tem:

CALENDAR 10/2014, FISCAL 4/2015

| ACCOUNT TITLE | LAST MONTH END BALANCE | RECEIVED | DISBURSED | CHANGE IN LIABILITY | ENDING BALANCE |
|------------------------------|---------------------------|------------|-----------|------------------------|-------------------|
| 001 GENERAL | 9,992.62 | 80,002.48 | 32,369.78 | 705.86 | 58,331.18 |
| 049 VEHICLE INSPECTION FUND | 38,491.91 | .00 | .00 | .00 | 38,491.91 |
| 051 LIBRARY TECHNOLOGY FUND | 209.99 | .01 | .00 | .00 | 210.00 |
| 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 | 3,873.82 | .00 | .00 | .00 | 3,873.82 |
| 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 | 3,469.81 | .00 | .00 | .00 | 3,469.81 |
| 110 ROAD USE TAX | 58,363.57 | 11,254.17 | 7,064.00 | .00 | 62,553.74 |
| 112 EMPLOYEE BENEFITS | 73,154.77 | 20,284.26 | 4,712.82 | .00 | 88,726.21 |
| 119 EMERGENCY FUND | 3,581.44 | 1,754.20 | .00 | .00 | 5,335.64 |
| 121 LOCAL OPTION SALES TAX | 53,794.37 | .00 | .00 | .00 | 53,794.37 |
| 125 TIF-CR ESTATE | 149,354.04 | 61,714.04 | 750.00 | .00 | 210,318.08 |
| 126 TIF-WH PINES SUBDIVISION | 49,974.91 | 4,668.59 | .00 | .00 | 54,643.50 |
| 127 TIF-POLK CO. BANK | 44,358.48 | 11,536.11 | .00 | .00 | 55,894.59 |
| 128 TIF-STANDBROUGH | .00 | .00 | .00 | .00 | .00 |
| 129 TIF ORIGINAL (420-844) | 23,329.14 | 109,731.01 | .00 | .00 | 133,060.15 |
| 180 PARK TRUST FUND | 28,093.03 | .14 | .00 | .00 | 28,093.17 |
| 181 REC TRUST | 89,980.04 | .00 | .00 | .00 | 89,980.04 |
| 182 LIBRARY TRUST FUND | 27,078.15 | 3,817.79 | 4,357.76 | .00 | 26,538.18 |
| 183 VM COMMUNITY BETTERMENT | 2,650.37 | .00 | 325.00 | .00 | 2,325.37 |
| 184 CDBG/HOUSING PROJECT | .00 | .00 | .00 | .00 | .00 |
| 185 REC CAPITAL FUND | 30,231.22 | .00 | .00 | .00 | 30,231.22 |
| 186 SITE CERT/WA PROJECT | 160,453.20 | .00 | 3,356.00 | .00 | 157,097.20 |
| 200 DEBT SERVICE | 6,565.72 | 33,408.92 | .00 | .00 | 39,974.64 |
| 205 DEBT SERVICE-WATER | .00 | .00 | .00 | .00 | .00 |
| 213 DEBT SERVICE-LIFT STATI | .00 | .00 | .00 | .00 | .00 |
| 300 SIDEWALK CAPITAL PROJEC | 1.00 | .00 | .00 | .00 | 1.00 |
| 500 CEMETARY-PERPETUAL CARE | 16,550.00 | .00 | .00 | .00 | 16,550.00 |
| 600 WATER | 81,752.30 | 15,571.87 | 9,475.56 | .00 | 87,848.61 |
| 606 WATER MAIN PROJECT | 40,210.29 | .00 | .00 | .00 | 40,210.29 |
| 610 SEWER | 3,914.45 | 11,710.84 | 10,320.59 | .00 | 5,304.70 |
| 612 DEBT SERVICE-SEWER LAGO | .00 | .00 | .00 | .00 | .00 |
| Report Total | 1,038,104.82 | 365,454.43 | 72,731.51 | 705.86 | 1,331,533.60 |

License Application (LE0002070)

Applicant

| | | | |
|--------------------------------|------------------------------------|------------------------------|--|
| Name of Applicant: | <u>Casey's Marketing Company</u> | | |
| Name of Business (DBA): | <u>Casey's General Store #1493</u> | | |
| Address of Premises: | <u>700 Debra Drive</u> | | |
| City: <u>Van Meter</u> | County: <u>Dallas</u> | Zip: <u>50261</u> | |
| Business Phone: | <u>(515) 996-9004</u> | | |
| Mailing Address: | <u>PO Box 3001</u> | | |
| City: <u>Ankeny</u> | State: <u>IA</u> | Zip: <u>500218045</u> | |

Contact Person

| | | | |
|---------------|---|-----------------------|------------------------------------|
| Name: | <u>Michelle Rogness, Store Operations</u> | | |
| Phone: | <u>(515) 446-6728</u> | Email Address: | <u>michelle.rogness@caseys.com</u> |

Classification: Class E Liquor License (LE)

Term: 12 months

Effective Date: 01/10/2015

Expiration Date: 01/09/2016

Privileges:

Class B Native Wine Permit
Class C Beer Permit (Carryout Beer)
Class E Liquor License (LE)
Sunday Sales

Status of Business

| | | | |
|-----------------------------|------------------------------------|------------------------------|-------------------|
| BusinessType: | <u>Publicly Traded Corporation</u> | | |
| Corporate ID Number: | <u>184278</u> | Federal Employer ID # | <u>42-1435913</u> |

Ownership

42-0935283 Casey's General St

First Name: 42-0935283

Last Name: Casey's General Stores, Inc.

City: Ankeny

State: Iowa

Zip: 50021-804

Position Owner

% of Ownership 100.00 %

U.S. Citizen

James Pistillo

First Name: James

Last Name: Pistillo

City: Urbandale

State: Iowa

Zip: 50323

Position Treasurer

% of Ownership 0.00 %

U.S. Citizen

Julia L. Jackowski

First Name: Julia L.

Last Name: Jackowski

City: Urbandale

State: Iowa

Zip: 50322

Position Secretary

% of Ownership 0.00 %

U.S. Citizen

Michael Richardson

First Name: Michael

Last Name: Richardson

City: Pleasant Hill

State: Iowa

Zip: 50327

Position President

% of Ownership 0.00 %

U.S. Citizen

Robert C. Ford

First Name: Robert C.

Last Name: Ford

City: Dallas Center

State: Iowa

Zip: 50063

Position Vice President

% of Ownership 0.00 %

U.S. Citizen

Insurance Company Information

Insurance Company: Merchants Bonding Company

Policy Effective Date: 01/10/2015

Policy Expiration Date: 01/01/1900

Bond Effective Continuously: 2

Dram Cancel Date:

Outdoor Service Effective Date:

Outdoor Service Expiration Date:

Temp Transfer Effective Date:

Temp Transfer Expiration Date:

Agenda Item #6 - VM Community Development Corp

Submitted for:

Information and action

Recommendation:

Receive and file the presentation. Grant their request for funding.

Sample Language:

Mayor: *Ms. Golwitzer please make your presentation.*

Mr. Durflinger: *Makes presentation*

Mayor: *Does the Council have any questions? If not thank you for the report. I would entertain a motion concerning the funding request.*

City Councilmember _____: *So moved.*

City Councilmember _____: *Second.*

Mayor: *Roll Call Please.*

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

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

Van Meter Community Development

Over the past year, businesses and community leaders have identified a need to further support an effort to:

“collaborate with the citizens and businesses of Van Meter for the purpose of promoting growth and improving quality of life with in our community”

From that, a non-profit organization emerged (Van Meter Community Development). Several discussions have centered around business and community and developing a cohesive approach to accomplishing common goals through various events, structural improvements and enhancements.

A previous Strategic Plan developed by RDG Planning and Design (<http://vanmeteria.gov/wp-content/uploads/2013/02/Strategic-Plan.pdf>) provided a basis for a number of goals as defined by members of the business and residential community several years ago that still hold true today:

Vision Van Meter

It has been identified through this plan that the preferred future of Van Meter promotes local tourism, civic pride and economic development through cohesive and sustainable initiatives. These initiatives will define and promote an attractive and identifiable sense of place that is unique to Van Meter and will be articulated through a series of enhancements attributed to these specific areas:

- 1. Corridor and town center streetscape improvements*
- 2. Redevelopment within a revitalized town center*
- 3. Coordinated gateway, directional and informational signage*
- 4. Recreation enhancements and expansion*
- 5. Trail and walkway connectivity*
- 6. F-90 at R-16 Development*

While there has been some movement from this plan since its inception, the plan fell short of providing specifics for moving forward on several initiatives. We have been made aware of a program through the **Iowa Architectural Foundation – the Community Design Program** - <http://www.iowaarchfoundation.org/index.cfm?nodeID=23582&audienceID=1> , that will help us use the original study as a basis for understanding the wants and needs of the businesses and residents in Van Meter, work with a team of architects and designers to build on this plan and go forward in determining specific, actionable items for accomplishing our goals.

Overview of this program:

Community needs range from redesigning a town square to a total image change. The Community Design Program (CDP) assists communities by providing a very open and public decision-making process that brings civic groups, elected officials, and concerned citizens together with design professionals to visualize solutions for community betterment.

After several months of organizing, these parties come together for a charrette. Each charrette is tailored to fit the community, and in return, the community is required to cover the expenses for the team by paying a fee (based on population and scope of the project) as well as provide meeting space, reference materials, and Internet access.

CDP charrettes assist communities in translating community vision into actual diagrams and renderings in order to build community support and to assist with fundraising. Design teams do not provide building schematics or project cost-estimates. (charrette – definition - a meeting in which all stakeholders in a project attempt to resolve conflicts and map solutions.)

Recently completed city plans:

http://www.iowaarchfoundation.org/en/our_programs/community_design_program/recent_cdp_charrettes/

Lenox, Iowa

Iowa Architectural Foundation
Final Presentation
Community Design Program
March 28, 2013
WWW.IOWAARCHFOUNDATION.ORG

Lenox Project Scope

- Suggestions will be made to create a graphic or branding element that will help provide a unique identity for the community.
- Suggestions for the development of appearance guidelines.
- Review of, and suggestions for, the façade of the Lenox municipal pool complex.
- Wayfinding signage and street signs that emphasize a consistent graphic element that can be used in multiple ways throughout the community.

Existing Conditions



SWOT Analysis - Strengths

- Main Street
 - Solid Building Stock Including Historic Properties
 - Solid Storefront Occupancy Rate
 - Two Health Clinics Coming Soon
 - Pending CDBG Application
- Municipal Utilities
 - Water, Gas , Electric, Cable including Fiber Optic Internet, Wind Turbine
- Recreational Facilities
 - Municipal Golf Course
 - Nearby Lakes
 - Municipal Swimming Pool
 - Upcoming Sports Complex

Corridor Weaknesses

- Community Lacks Town Center / Main Street
- Highway 92 Traffic
 - No Stopping Points Along Highway
 - Few Dedicated Pedestrian Crossings Raises Safety Concerns
 - Speed
 - Lack of Vegetation
- Highway Lighting Inconsistent
 - Non-ornamental
 - Lacks Dedicated Pedestrian Lighting
- Inconsistent Sidewalks
 - Inconsistent Widths Along Highway 92
 - None to New North Housing Developments Along Eyeberg Avenue
 - None in Front of Community Center
 - None on North Side of Street Across from Community Center

Corridor Weaknesses

- Lack of Pedestrian Benches
- Lack of Bicycle Accommodations
- Lack of Trash Containers
- Inconsistent Building Frontages
- Insufficient Accessibility (Americans with Disabilities Act)

Community Strengths

- Desirable School System
- Small Town Feel with Large Town Connections
- Community Involvement / Engagement / Civic Groups
- Prior Successful Project Completion
 - Community Center
 - Veterans Memorial
- Treynor Recreational Park / Golf Course
- New Housing Developments
- Vision Treynor

Corridor Solutions/Suggestions

- Way-finding and Directional Signage
- Updated Street Lighting
 - Selected Lighting at Pedestrian Intersections
 - Pedestrian Walkways Incorporating Banners/Baskets/Planters
- Dedicated Pedestrian Crossings Meeting ADA
- Provide Consistent Landscaping, Planters, and Accessories
- Traffic Calming Measures Along Highway 92
 - Bump Outs
 - Changing Materials / Texture

Corridor Street Solutions/Suggestions

- Consistent Building Façade Treatments
 - Awnings, Signage, Trim Colors
 - Develop Community-wide Recommendations
- Secure Long-term Option Agreement for Acquisitions
- Work with “Vision Treynor” on Dual Use Projects
- Share PowerPoint
 - Local Citizen Groups
 - Associations
 - Upload to Community Web Site

Streetscape Aerial Concept



Lenox Community Design Program

©2013 Iowa Architectural Foundation



Street Lighting Inspiration

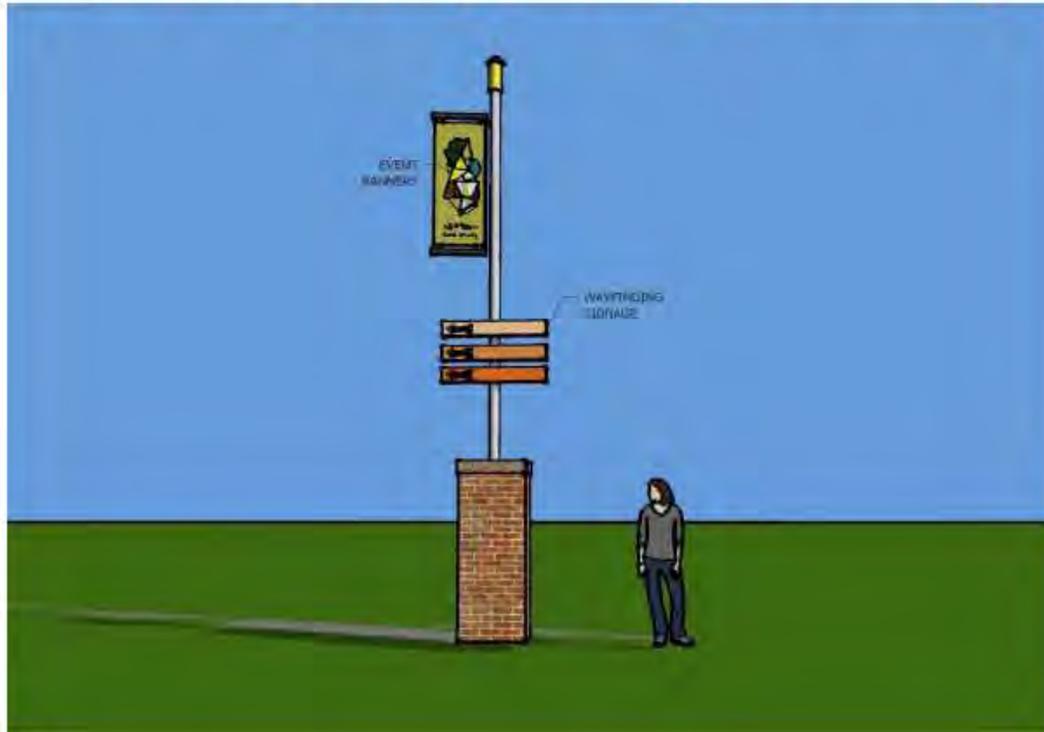


East Village –
Des Moines, IA



Hanging Baskets – Winterset, IA

Community Wayfinding – Concept B



Lenox Community Design Program

©2013 Iowa Architectural Foundation



Storefront Appearance Guidelines

- Façade Materials
- Retail Window Displays
- Transom Windows
- Upper Façade
- Cornice Treatments
- Awnings
- Signage

Storefront Signage Examples



Pedestrian and Car-friendly
Signage Examples

Storefront Improvements



Existing Conditions

Storefront Improvements



Proposed Improvements

Façade Improvements

101 Block North Main



Lenox Community Design Program

©2013 Iowa Architectural Foundation



Façade Improvements



Treynor Community Design Program

©2012 Iowa Architectural Foundation



Iowa
Architectural
Foundation

Façade Improvements



Treynor Community Design Program

©2012 Iowa Architectural Foundation



Storefront Improvements



Awning and Lighting Examples

Suggested Downtown Commercial District Zoning Requirements

- Façade Materials
 - Add Stone and Stucco/EIFS
 - Add Cement Fiberboard
 - Limit Siding Exposure to 5 Inches
- Add Signage Requirements
 - Limit to an Acceptable Signage Band on Façades
 - Establish Standards for Sizes, Fonts, Lighting, etc.
 - Illuminate All Signage at Night
- Windows
 - Intended Primarily for Retail Display
 - Should Be Tall and Grouped in Multiples
 - No Overhead Doors
- Submit All Proposed New Façades or Improvements to P & Z

Potential Funding Sources

- Keep Iowa Beautiful
- Trees Forever
- Iowa West Foundation
- State Historic Preservation Tax Incentive Program and or National Park Service
- IEDA CDBG Grant programs
- Iowa Safe Routes to School Infrastructure Grant – Iowa Department of Transportation
- USDA Rural Development
 - Business and Cooperative Grant Assistance
 - Housing and Community Facilities Grant Assistance

State Administered CDBG

Also known as the Small Cities CDBG program, States award grants to smaller units of general local government that carry out community development activities. Annually, each State develops funding priorities and criteria for selecting projects.

Eligible Activities

CDBG funds may be used for activities which include, but are not limited to:

- Acquisition of real property
- Relocation and demolition
- Rehabilitation of residential and non-residential structures
- Construction of public facilities and improvements, such as water and sewer facilities, streets, neighborhood centers, and the conversion of school buildings for eligible purposes
- Public services, within certain limits
- Activities relating to energy conservation and renewable energy resources
- Provision of assistance to nonprofit and profit-motivated businesses to carry out economic development and job creation/retention activities

Phase One Recommendations

Prioritized

- Bike Trail Connectivity
 - Council Bluffs - Nishnabotna Plan / Local Underwood Trail
- Create Committee Structure for Planned Improvement Areas
 - Banner Committee, Gardening Committee, Trails Committee; etc.
- Update Existing Banners on Highway 191
- Start Planning Key Annexation Sites
- Update Downtown Commercial District Zoning Ordinance
- Add I-80 Gateway District Zoning Requirements
- Interstate 80 Gateway and Financial Funding Plan
 - Gateway Element
 - Landscape Corridor on Magnolia
 - Magnolia / Highway 191 Intersection Markers

Phase Two Recommendations

Prioritized

- Third Street Focus
 - Streetscape with Railroad Connectivity Element
 - Gateway Entrance Element
 - Lighting and Hanging Baskets
 - Banners
 - Benches and Planters
 - Sidewalk Improvements
 - Landscape Improvements
 - Façade Improvements
 - Business Development – Targeted Building Infills and Reuse
- Locate and Develop Bike Trail Head

Phase Three Recommendations

Prioritized

- Highway 191 Corridor – Take Ownership
 - Directional Signage Markers
 - Third Street Intersection
 - Highway G-30 Intersection
 - Second Street Intersection
 - Streetscape
 - Updated Lighting
 - Updated Pavement at Key Intersections
 - Updated Banners
 - Sidewalk Improvements
 - Landscape Improvements
 - Traffic Slowing Measures
 - Four-way Stop Sign and Pedestrian Crosswalk at Third Street
 - Push to Walk Pedestrian Crosswalk at G-30 / Highway 191



Avoca, Iowa- after the study and modifications as presented. Study done in 2007.

City of Avoca
Grant Program for Façade Improvements and Rehabilitation of Downtown Buildings

Overview

In May, 2007, the Iowa West Foundation funded a community visioning project in Avoca. Representatives of the American Institutes of Architects, Iowa Chapter conducted the visioning charrette with a committee of civic and community leaders. The committee recommended that the City devote significant resources toward preserving historic architectural elements and developing business in the downtown district.

Recognizing the challenges of the downtown development plan, the City has created a grant program to offer an incentive to rehabilitate and restore historical elements to downtown buildings.

The program will encourage the use of a licensed architect on projects in the downtown area.

Major Restoration and Improvement Grants

Major restoration and improvement grants are the focus of the grant program. Features of major restoration and improvement grants are as follows:

- Projects will be led by a licensed architect.
 - The priority of the program is to enhance building façades. All projects will be required to bring
-

Agenda Item #7 - Building Permit Fee Waivers

Submitted for:
Discussion

Recommendation:
The incentive achieved its purpose. Allow it to remain expired.

Sample Language:

Mayor: *Would staff please present the proposal?*

Admin: *Makes presentation*

Mayor: *Does the Council have any questions or further deliberation?*

Mayor: *Staff may proceed according to the Council's direction. Thank you.*

Van Meter New Residential Construction Building Permits

| Year | Address | Applied | Issued | Valuation | Fee | V&K | City +/- | |
|----------------------------|----------------------------|--------------------|------------|------------------------|------------------------|---------------------|---------------------|--------------------|
| 2011 | 1 2480 Mason Circle | 6/29/2011 | 6/30/2011 | \$ 221,106.00 | \$ 2,600.00 | \$ 2,080.00 | \$ 520.00 | |
| | 2 5215 Kelsey Dr | 5/24/2011 | 5/25/2011 | \$ 164,271.00 | \$ 2,086.00 | \$ 1,668.80 | \$ 417.20 | |
| | 3 2535/2525 Tracy Ave | 5/3/2011 | 5/4/2011 | \$ 283,000.00 | \$ 4,030.00 | \$ 3,224.00 | \$ 806.00 | |
| | 4 2505/2515 Tracy Ave | 10/19/2011 | 10/24/2011 | \$ 283,000.00 | \$ 4,030.00 | \$ 3,224.00 | \$ 806.00 | |
| | 5 5010 Kelsey Dr | 9/16/2011 | 9/19/2011 | \$ 198,455.00 | \$ 2,256.00 | \$ 1,804.80 | \$ 451.20 | |
| | 2011 Annual Total | | | | \$ 1,149,832.00 | \$ 15,002.00 | \$ 12,001.60 | \$ 3,000.40 |
| 2012 | 0 N/A | N/A | N/A | N/A | N/A | N/A | N/A | |
| | 2012 Annual Total | | | | \$ - | \$ - | \$ - | \$ - |
| 2013 | 1 2410 Winston Circle | 2/11/2013 | 2/25/2013 | \$ 169,380.00 | \$ 2,340.00 | \$ 1,872.00 | 468.00 | |
| | <u>Resolution #2013-15</u> | | | | | | | |
| | 2 2525 Long | 6/12/2013 | 6/26/2013 | \$ 140,607.00 | \$ 2,200.00 | \$ 1,760.00 | (1,760.00) | |
| | 3 5275 Kelsey Dr | 6/25/2013 | 7/1/2013 | \$ 158,202.00 | \$ 2,250.00 | \$ 1,800.00 | (1,800.00) | |
| | 4 2440 Winston Circle | 6/28/2013 | 7/1/2013 | \$ 255,955.00 | \$ 2,770.00 | \$ 2,216.00 | (2,216.00) | |
| | 5 5270 Katelyn | 8/16/2013 | 8/26/2013 | \$ 278,079.00 | \$ 2,656.00 | \$ 2,124.80 | (2,124.80) | |
| | 6 2610 Long | 9/24/2013 | 9/27/2013 | \$ 209,509.00 | \$ 2,311.00 | \$ 1,848.80 | (1,848.80) | |
| | <u>RESO #2013-15 TOTAL</u> | | | | <u>\$ 1,042,352.00</u> | <u>\$ 12,187.00</u> | <u>\$ 9,749.60</u> | <u>(9,749.60)</u> |
| | <u>Resolution #2013-51</u> | | | | | | | |
| | 7 2745 Richland Circle | 10/28/2013 | 11/2/2013 | \$ 439,399.00 | \$ 2,961.00 | \$ 2,368.80 | (2,368.80) | |
| | 8 4930 Katelyn | 11/5/2013 | 11/18/2013 | \$ 304,271.00 | \$ 2,786.00 | \$ 2,228.80 | (2,228.80) | |
| | 2013 Annual Total | | | | \$ 1,786,022.00 | \$ 17,934.00 | \$ 14,347.20 | (14,347.20) |
| | 2014 | 1 4914 Kelsey Dr | 4/8/2014 | 4/14/2014 | \$ 248,923.00 | \$ 2,756.00 | \$ 2,204.80 | (2,204.80) |
| | | 2 5330 Katelyn Ave | 4/15/2014 | 4/23/2014 | \$ 280,475.00 | \$ 2,666.00 | \$ 2,132.80 | (2,132.80) |
| | | 3 5310 Katelyn Ave | 4/15/2014 | 4/23/2014 | \$ 280,105.00 | \$ 2,666.00 | \$ 2,132.80 | (2,132.80) |
| <u>RESO #2013-51 TOTAL</u> | | | | <u>\$ 1,553,173.00</u> | <u>\$ 13,835.00</u> | <u>\$ 11,068.00</u> | <u>(11,068.00)</u> | |
| 4 2510 Mason Circle | | 7/24/2014 | 7/28/2014 | \$ 253,750.00 | \$ 2,761.00 | \$ 2,208.80 | 552.20 | |
| 5 5075 Kelsey Dr | | 7/28/2014 | 7/30/2014 | \$ 284,510.00 | \$ 2,920.00 | \$ 2,336.00 | 584.00 | |
| 6 2737 Richland Circle | | 7/24/2014 | 8/4/2014 | \$ 335,820.00 | \$ 2,991.00 | \$ 2,392.80 | 598.20 | |
| 7 2630 Long Ave | | 8/1/2014 | 8/11/2014 | \$ 217,030.00 | \$ 2,401.00 | \$ 1,920.80 | 480.20 | |
| 8 5135 Kelsey Dr | | 10/6/2014 | 10/13/2014 | \$ 203,292.00 | \$ 2,331.00 | \$ 1,864.80 | 466.20 | |
| 2014 Annual Total | | | | \$ 2,103,905.00 | \$ 21,492.00 | \$ 17,193.60 | (3,789.60) | |

Resolution # 2014-_____ “A Resolution Providing Financial Incentives for New Residential Construction”

Whereas, within the City of Van Meter there exists more than 100 lots properly zoned, available for sale, and ready for new construction and,

Whereas, in the City, developers are offering lots at a reasonable and affordable price and,

Whereas the City Council of the City of Van Meter wishes to augment development efforts and wants to incent growth and,

Whereas new residential construction aligns with the City’s development goals, broadens the tax base, and promotes a more robust local economy and,

Whereas the City Council wishes to create housing options for new residents by enticing builders to speculate on home sales in Van Meter now,

Therefore be it resolved that the City Council of the City of Van Meter, Iowa hereby waives building permit fees, water hook-up fees, and sewer hook-up fees for qualifying* builders for two (2) permits authorizing new residential construction anywhere in the City between the dates of January 1, 2015 and December 31, 2015.

*In order to qualify for the fee waivers, a builder must first apply for a permit for new residential construction and pay the fee for an initial building permit. Thereafter the water hook-up fees, sewer hook-up fees and building permit fees for two (2) subsequent permits may be waived for new residential construction if applied for between January 1, 2015 and December 31, 2015.

Passed and Approved this 10th Day of November 2014.

_____ Mayor Allan Adams

ATTEST:

_____ Jake Anderson, City Administrator

Agenda Item #8 - Public hearing on an ordinance amending Noise Control

Submitted for:

Action

Recommendation:

Approve the first reading of the ordinance, give consideration to waiving the second and third reading, if waived approve and adopt the ordinance.

Sample Language:

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

City Admin: *Makes presentation and*

Mayor: *At this time I will recognize members of the public that would like to address the City Council. Once given the floor those addressing the City Council will be given 3 minutes to read their comments into the record.*

Did the City Clerk receive any comments in writing? If not, I hereby close the public hearing.

Does the Council have any questions? 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: *Lacy ___; Stump ___; Tweed ___; Sacker ___; Peterson ___;*

Mayor: *The motion is approved. Do I hear a motion to waive the second reading?*

City Councilmember _____: *So moved.*

City Councilmember _____: *Second.*

Mayor: *Roll Call Please.*

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

Mayor: *The motion is approved. Do I hear a motion to waive the third reading?*

City Councilmember _____: *So moved.*

City Councilmember _____: *Second.*

Mayor: *Roll Call Please.*

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

Mayor: *The motion is approved. Do I hear a motion to approve and adopt?*

City Councilmember _____: *So moved.*

City Councilmember _____: *Second.*

Mayor: *Roll Call Please.*

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

Mayor: *The ordinance is adopted and will be effective upon publication. Thank you.*

ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF VAN METER, IOWA, 2007, RELATED TO AMENDING CHAPTER CONCERNING CITY "NOISE ORDINANCE"

BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF VAN METER, IOWA:

SECTION 1: Purpose. The purpose of this Ordinance is to amend and clarify Chapter 52, relating to a "Sound Equipment Permit," specifically, to make more specific what noise levels will constitute a cause for city enforcement activity and under what circumstances persons can use amplified equipment.

SECTION 2: Amendment.

(A) Sections 52.06 through 52.07 are hereby amended and new section 52.09 added as follows:

52.06 SOUND EQUIPMENT PERMIT. No person shall use, operate or cause to be used or operated any sound equipment upon the public rights-of-way or in any building or upon any premises, public or private, if the sound emitted thereby is plainly audible from the public right-of-way within the City unless such person has obtained a sound equipment permit in accordance with this section and the actual use or operation of such sound equipment is not inconsistent with the statements made in the application or the conditions imposed in the sound equipment permit.

1. Application for Permit. Applications for sound equipment permits shall be made in writing to the Clerk or ~~Building Official~~City Administrator and shall contain the following information:

- A. Name and address of applicant.
B. The type of event for which the sound equipment will be used.
C. The location where the sound equipment will be used.
D. The proposed date and duration of the event and the hours of operation of the sound equipment.
E. A general description of the sound equipment, including whether the sound source will be located inside a building or outside as well as the license number of any motor vehicle upon which said sound equipment is to be operated if applicable.
F. Any other information as may be required by the ~~Clerk-City Administrator, or Building Official~~Fire Chief, or Police Chief.-

2. Permit Fee. ~~The fee for a sound equipment permit is five dollars (\$5.00) for one (1) day or less and twenty five dollars (\$25.00) for two (2) through seven (7) days.~~ shall be in accordance with the following schedule:

Table with 2 columns: Source Land Use, Annual Fee Schedule. Row 1: Residential, Permit 1: \$100.00, Permit 2: \$100.00

| | |
|-------------------|--|
| | <u>Permit 3: \$100.00</u> <u>Permit 4: \$125.00</u> <u>Permit 5: \$125.00</u> <u>Permit 6: \$125.00</u> <u>Permits 7+: Prior Permit Fee plus \$25.00</u> |
| <u>Commercial</u> | <u>Permit 1: \$125.00</u> <u>Permit 2: \$125.00</u> <u>Permit 3: \$125.00</u> <u>Permit 4: \$150.00</u> <u>Permit 5: \$150.00</u> <u>Permit 6: \$150.00</u> <u>Permits 7+: Prior Permit Fee plus \$25.00</u> |

No permit is required for sound equipment used by a school or the City, the State or the Federal government at events sponsored by the governmental subdivision or agency thereof.

3. Issuance of Permit. ~~Permits may be issued by the Clerk or Building Official. Except as hereinafter provided, if the application contains the required information and is accompanied by the required fee, the sound equipment permit shall be issued with reasonable dispatch.~~ Applications for sound equipment permits shall be reviewed by the Fire Chief and Police Chief and then issued or denied by either the City Administrator or his/her designee. The applicant may appeal the denial of a sound equipment permit by filing a written request for appeal with the City Administrator or his/her designee, requesting that the denial of the application for a sound equipment permit be reviewed by the city council at the council's next regularly scheduled meeting. The city shall consider the following factors in connection with the issuance of a sound equipment permit:

a. The time of day and day of the week for which the permit is requested. The city shall not issue a noise permit that extends after ten o'clock (10:00) P.M. on a weeknight (Sunday through Thursday) or after twelve o'clock (12:00) A.M. on a weekend night (Friday and Saturday) and on the night before a holiday, except in unusual circumstances, for good cause shown and approved by the city council;

b. The duration of the activity for which the noise permit is requested;

c. Whether the applicant has misrepresented any information in past noise permits;

d. Whether the applicant has failed to comply with conditions set forth in prior noise permits that have been issued by the city; and

e. Whether the applicant has had prior violations of the Noise Control ordinance.

4. Limitations. A sound equipment permit shall not be issued if the sound to be emitted by the sound equipment would be a noise disturbance under Section 52.04 (other than subsection 9) of this chapter. A sound equipment permit issued in violation of this subsection 4 is void and of no force and effect.

5. Conditions. The ~~Building Official or the~~ Council may impose reasonable conditions and requirements to be met or fulfilled by the sound equipment permit holder preliminary to or at the time of the use or operation of the sound equipment. Such conditions and requirements shall be

those conditions and requirements necessary or advisable to protect the health, welfare and quality of life of the residents of the City and may include, without limitation, restrictions on the time of day the sound equipment can be used or operated, restrictions on the level of the sound to be produced and restrictions on the number of minutes or consecutive minutes that the sound equipment may be used or operated during any one hour or day.

Noise and Sound Levels. No permit shall be issued to allow sound beyond the levels outlined in the table below and shall be measured with a sound level meter meeting the standards prescribed by the American National Standards Institute. The instruments shall be maintained in calibration and good working order. A calibration check shall be made of the system at the time of any noise measurement. Measurements recorded shall be taken so as to provide a proper representation of the noise source. The microphone shall be positioned so as not to create an unnatural enhancement or diminution of the measured noise. A windscreen for the microphone shall be used when required. The measurement shall be an A weighted, slow response sound level.

| <u>Source Land Use</u> | <u>Maximum dB</u> |
|------------------------|-------------------|
| <u>Residential</u> | <u>70</u> |
| <u>Commercial</u> | <u>80</u> |

6. Noncompliance by Permittee; Should the person, business, or organization holding a permit not attentively observe all limitations and restrictions found in this chapter and in the noise permit,

a. The Police Chief or his designee shall be authorized to stop such permitted event or to turn the sound equipment off or reduce it to a level that in his judgment is appropriately authorized by the noise permit.

b. For continued or repeated noncompliance after corrective action is taken by the Police Chief or his designee in paragraph 52.07.6.a of this code the responding officer shall cite continued or repeated noncompliance with the maximum fine prescribed in Chapter 3.03 of this code.

7. Permissibility. Any other language to the contrary in this chapter notwithstanding, sound made by sound equipment for which a valid sound equipment permit has been issued under this Section 52.06 shall be permissible hereunder and shall not constitute a violation of this chapter regardless of the fact that said sound equipment may be operated upon the public right-of-way or in a building or upon premises, public or private, that is plainly audible from a public right-of-way within the City.

52.07—08 OTHER LAWS AND ORDINANCES. No provisions of this chapter should be construed to legalize or permit sounds, devices or activities made unlawful by other ordinances of the City or State or Federal statutes.

52.09 PENALTY. Unless another penalty is expressly provided by this chapter for any particular provision or section, any person violating any provision of this chapter or any rule or regulation adopted herein by reference shall be subject to a civil penalty as set forth in the schedule of civil penalties in Chapter 3 of this code. Each day that a municipal infraction occurs and/or is permitted to exist constitutes a separate offense.

SECTION 3: Repealer. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 4: Severability Clause. 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: Effective Date. This ordinance shall be in effect after its final passage, approval and publication as provided by law.

Passed by the City Council of the City of Van Meter, Iowa, on this ____ day of _____, 2014, and approved this ____ day of _____, 2014.

ALLAN ADAMS, MAYOR

ATTEST:

LIZ THOMPSON, CITY CLERK

Agenda Item #10 - Reports

Submitted for:
Information
Recommendation:

Sample Language:

- 1) *Parks and Rec*
- 2) *Library*
- 3) *Public Safety*
- 4) *Public Works*
- 5) *Attorney*
- 6) *Engineer*
- 7) *Administrator*
- 8) *Council*
 - Committees (Chair Listed First)
 - a. Public Works/Infrastructure – Sacker, Stump
 - b. Culture and Recreation – Tweed, Sacker
 - c. MAC – Sacker
 - d. School Board - Stump
 - e. Special Liaison Assignments or Ad-Hoc Committees
- 9) *Mayor*
 - a. Finance – Adams, Lacy, Peterson
 - b. Policy – Adams, Lacy, Peterson
 - c. Economic Development – Adams, Lacy, Tweed
 - d. Annexation – Adams, Lacy, Tweed
 - e. Public Safety – Adams, Stump, Sacker
 - f. EMA, E911 *Lacy Alternate

October 2014 stats for the Van Meter Public Library

1,682 number of patrons in to use a library service

1,112 titles circulated

\$2.60 in fines

\$2.00 in book sales

Open access 64 and rural route 121

366 reference and informational transactions

7 new borrowers – all city

Deletes to SILO 0 and 0

Titles purchased 15 titles donated and processed 30

47 inter library loans received from other libraries and 8 titles sent from Van Meter to other libraries

We had two book clubs in October and one knitting group night.

We had a movie night with two Halloween movies being shown to the kids. We served popcorn and drinks. We had a good turnout.

We were open Beggar's night and had about 45-50 kid's in to trick or treat. We gave out a piece of candy and a choice of a new book if they wanted one. Most kids and teens took a book.

Daniel had a guessing game with toy spider rings. The kids loved this. We had three prizes, which were donated. Then one night after school they had a hide and seek game with toy spiders. We also had several other Halloween activities.

The library was decorated for October and Halloween by the kids, Daniel and several other volunteers.

We have had great donations for the after school snacks and activities.

Yes, we did have a big jump in citizens using the library. We had several events which brought in more people and the after school program is growing.

In the numbers for circulation 434 items checked out were books and 383 items were DVDs.

We also check out audios, magazines, puzzles, games and CDs.

Thank you!

Jolena



Metropolitan Advisory Council

Presentation to Members



Purpose of the MAC

The Metropolitan Advisory Council (MAC) was formed in February of 2001. Its purpose is to improve the quality of life and economic viability of the Central Iowa region by providing a forum for governmental bodies to engage in dialogue and pursue common purposes and objectives which make the region stronger, more competitive and a better place to live.



Culture of Collaboration

- MAC is founded on the following five key principles:
 - Member organizations are distinct yet we live in one region
 - Engagement creates stronger relationships and opportunities
 - Working together is an expectation of our constituents
 - The success of our region is shared by all of us equally
 - We can learn and grow from each other



MAC – Important Outcomes

- The following represent a sample of the successes that are connected to the work of MAC:
 - Regionalization - Ex: DART, Bravo
 - Model Ordinances – Ex: Vicious Animal Ordinance, Wind Turbines, Regional Bike Ordinance, Touch Play Machines
 - Awareness of Issues – Ex: Bed Bugs, Emerald Ash Borer, Regional Pursuit Policy
 - Legislative Issues – Ex: Alternative Revenue Sources, Pensions, Local Option Sales Tax, Hotel/Motel Tax
 - Networking and Communication between 21 cities and 3 counties



Membership

- All cities and counties in the region are invited to participate
 - Polk, Dallas, Warren, Madison, Jasper, and Story Counties.
- Present members of MAC include the following 21 cities and three counties:
 - Adel, Altoona, Ankeny, Bondurant, Carlisle, Clive, Dallas County, Des Moines, Grimes, Indianola, Johnston, Mitchellville, Norwalk, Perry, Pleasant Hill, Polk City, Polk County, Urbandale, Van Meter, Warren County, Waukee, West Des Moines and Windsor Heights.



Membership *cont.*

- Each member city is represented by the Mayor, a councilmember and an alternate councilmember who are appointed by each respective city.
- Each member contributes an annual amount of \$250 to cover administration, staff support work, strategic planning sessions and refreshments.



Structure

- Each participating entity adopts and files a standard agreement called a *Memorandum of Understanding (MOU)*.
- The MOU accepts the purpose, principles, and structure of the organization, as well as a process for appointment and must formally designate the participating officials.



Officers

- The MAC Executive Committee consists of the Chairperson, Vice-Chairperson, one member from each of the four quadrants (North, South, East and West) representing specific geographical areas of the region and three members to represent the region at large.
- The Executive Committee always includes one representative from the Des Moines City Council and one representative from the Polk County Board of Supervisors. The MAC Executive Committee is elected at the beginning of each calendar year.



2014 MAC Executive Committee

- Chair: Jim Sandager, West Des Moines
- Vice Chair: Jon McAvoy, Adel
- North: Jill Altringer, Grimes
- West: Bob Andeweg, Urbandale
- East: Len Murray, Pleasant Hill
- South: Ruth Randleman, Carlisle
- Des Moines: Christine Hensley
- Polk County: Steve Van Oort
- At Large: Kim Sacker, Van Meter
- At Large: Tom Cope, Johnston
- At Large: Diana Willits, Windsor Heights



Meetings

- The MAC Executive Committee sets the agenda for the MAC meetings which are held the 2nd Tuesday of each month. MAC meetings are held at the Botanical Gardens in Des Moines.
- It is common for outside agencies to request time on the MAC meeting agenda.



Committees

- The MAC has formed special committees over the years to act on specific questions or undertake specific tasks.
- Special Committees are comprised of MAC members and non-MAC members, including staff members as desired.



Committees *(cont.)*

- Some examples of the specific tasks that have been undertaken by these special committees include:
 - Legislative issues
 - Regional Trails
 - Regional Dangerous Animal Ordinance
 - Regional Wind Turbine Ordinance
 - Regional Bicycle Ordinance
 - Outlawing Touch Play Machines
 - Homelessness and Homeless Shelter
 - Homeland Security
 - Bravo of Greater Des Moines
 - Shared Services
 - Regional transit
 - Lead Based Paint
 - Metro Licensing
 - Radio Interoperability
 - Affordable Housing
 - Economic Development Fair Play Policy
 - Green Initiatives
 - Alternative Revenue Sources
 - Bed Bugs
 - Emerald Ash Borer

Strategic Plan – Short Term Goals

- In 2013 MAC engaged in a strategic planning initiative and identified three short term goals
 - Make presentations to members and non-members in the region
 - Establish a more prominent public presence
 - Coordinate a joint meeting of regional groups



Strategic Plan – Long Term Priorities

- In 2013 MAC engaged in a strategic planning initiative and identified three long term priorities:
 - Explore Alternative Revenue Sources
 - Identify Regional Service Models
 - Review the structure of MAC



The Ask.....Final slide

Thank you for the opportunity to present a brief summary of the work of MAC. We encourage your active participation and involvement in the Council.



Agenda Item #11 - 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: *Lacy ___; Stump ___; Tweed ___; Sacker ___; Peterson ___;*

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