

-NOTICE OF A PUBLIC MEETING-
Governmental Body: Van Meter City Council
Date of Meeting: Monday, September 14, 2015
Time/Place of Meeting: 7:00 p.m. – Veteran’s Reception Center, 910 Main Street

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 August 10, 2015 City Council meeting
 - b. August Claims list
 - c. August Financial Statement
 - d. Approve public improvement plans for a sanitary sewer for Roberts Acres Plat 1.
 - e. A Resolution Approving the Annual Street Finance Report
 - f. A Resolution Repealing Resolution 2015-26, “A Resolution Designating Streets with Weight Limits Pursuant to the Van Meter Code of Ordinances, Chapter 66.”
8. Action on a proposed renewal of employee benefits – Brad Reiman, Bearence Management
9. Action on a proposal to enter an agreement between Central Iowa Law Enforcement Agencies for traffic enforcement pursuant to Iowa Code Chapter 28E.
10. Action on a proposal to re-roof the facility at 310 Mill Street (City Hall) due to hail damage.
11. Action on a proposed request for proposals concerning business banking services.
12. Discussion and action to set Beggars Night. (Possible Date and Time: Saturday, October 31, 2015 from 6:00PM to 8:00PM)
13. Action to deny the second reading of a proposed ordinance codifying weight limits on certain city streets.
14. 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. Ad-Hoc Committees
 - i. Mayor
 - i. Finance
 - ii. Policy
 - iii. Economic Development
 - iv. Public Safety
 - v. EMA, E91
15. Adjourn

Agenda Item #1 - Call to Order

Submitted for:

Recommendation:

Sample Language:

Mayor: *The time is Seven O'clock PM on Monday, September 14, 2015. 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: *Lacy ___; 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 discussion or taking any action on an item not appearing on its posted agenda. Therefore, any issue raised under the “citizen hearing” section of the agenda will be referred to staff for a decision about whether it should be placed on a future agenda for discussion, action, or report. Council is not permitted to answer questions, engage in discussion, or otherwise entertain or deliberate on any matters raised during matters raised in the “citizen hearing” section of the agenda.

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: *Lacy ___; 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 Monday, August 10, 2015 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, Mike Peterson and Owen Stump. Elizabeth Tweed was absent.

Staff present: City Administrator Jake Anderson, City Attorney Erik Fisk, Public Safety Director William Daggett, Library Director Dorothy Knight, and Parks and Rec Coordinator 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 Lacy supported by Peterson. Passed unanimously.
- 5) Introductions were made.
- 6) Mayor Adams opened the citizens hearing. 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 July 13, 2015 council meeting.
 - b. July Claims list.

VENDOR	REFERENCE	AMOUNT
ACCUJET LLC	TELEVISED LINES TO LOCATE ROOT	1,480.00
AGSOURCE COOPERATIVE SERVICES	TESTING	298.85
ALL STATES AG PARTS	TRACTOR BUCKET & GRAPPLE ASSEM	5,108.00
BEHANISH ELECTRICAL	INSPEC ELEC FLOOD DAM REC COM	454.74
BOBS AUTO PARTS	FD/PUBLIC WORKS	105.06
CARPENTER UNIFORM CO	PROFESSIONAL POLO FD	218.25
CENTRAL IA FAB & PAINT LLC	VMFD LOCKERS PAINT RED, CASTER	528.12
CENTRAL IA SEAMLESS GUTTERS	GUTTERS AT FELLER BUILDING	832
CENTURY LINK	PHONE SERVICES	328.23
CUSTOM LAWN CARE & LANDSCAPING	JOHNSON PARK/REC CENTER	1,423.00
DELTA DENTAL	EMPLOYEE DENTAL INS	551.16
DEMCO	LIBRARY SUPPLIES	150.39
DEPT OF ADMINSTRATIVE	CPM COHORT 23 THOMPSON	500
DYKSTRA CONCRETE LLC	SCHOOL BRIDGE SIDEWALKS	1,800.00
EFTPS	FED/FICA TAX	5,587.91
EFTPS	FED/FICA TAX	3,827.91
ELECTRONIC ENGINEERING	RADIO REPAIR	529.35
FRED SCHIMMELS	POWER STEERING REPAIR	940.6
H D SUPPLY WATERWORKS	WA FLAGS/CURB BOX	108.3
IA CMA	IaCMA FY 15/16 MEMBERSHIP	120
IFMCV	MONTHLY RENT PER LEASE OPTION	1,000.00

ILEA	MMPI2 REISSETTER	330
IOWA LIBRARY SERVICES	FY 16 EBSCO HOST SUB	75.8
IOWA ONE CALL	EMAIL NOTIFICATIONS	23.5
IOWA WORKFORCE DEVELOPMENT	WELKER UNEMPLOYMENT	2,880.00
IPERS	IPERS	4,640.03
KEEPRS INC	HOLSTER	139.99
KONICA MINOLTA	QRETY INV & MAIN AGREEMENT	210.47
LIZ THOMPSON	CPM MILEAGE/DINING	93.81
LOWE'S	SHOP & LIB	49.57
MAFFIN OUTDOOR POWER & AUTO	ALT & BELT ON #846	111.41
MEDIACOM	INTERNET	205.9
METERING & TECHNOLOGY SOLUTION	WATER DEPT SUPPLIES	538.71
MIDAMERICAN ENERGY	GAS/ELECTRIC	2,607.55
MIDWEST RADAR & EQUIP	CERTIFY RADAR	40
MOVIE LICENSING USA	COPYRIGHT COMPLIANCE	266
NETWORKING SOLUTIONS	SERVER PROJECT	2,926.00
OFFICE DEPOT	LIBRARY SUPPLIES	111.03
SAM'S CLUB MC/SYNCB	REC COMPLEX SUPPLIES	313.47
SHORTELT INC	PHONE SERVICE FELLER BUILDING	205.04
SPRAYER SPECIALTIES INC	STRAPS	28.55
SQUARE, INC	CREDIT CARD ACCEPTANCE FEE	34.27
THE HARTFORD	EMPLOYEE LIFE/DIS INS	220.59
THORPE WATER DEV CO	REPAIR WELL REC COMPLEX	188.48
TREAS - STATE OF IOWA W/H	STATE TAX	1,383.00
US POSTMASTER	AUG UT BILLS/NEWSLETTER	199.34
VEENSTRA & KIMM INC	BUILDING PERMIT FEES	2,546.40
WASTE CONNECTIONS	GARBAGE CONTRACT	6,511.51
WELLMARK	EMPLOYEE HEALTH INS	4,163.45
WHITFIELD & EDDY PLC	LEGAL SERVICES	4,935.00
	***** REPORT TOTAL *****	61,870.74

c. July Financial Statements/Quarterly Investment Report.

FUND	RECEIVED	DISBURSED
GENERAL	\$ 20,165.08	\$ 46,056.56
VEHICLE INSPECTION FUND	\$ -	\$ 450.00
LIBRARY TECHNOLOGY	\$ 0.01	\$ -
FARMERS MARKET	\$ 170.00	\$ 140.00
PARK OPERATIONS	\$ 310.00	\$ 5,192.86
ROAD USE TAX	\$ 10,448.71	\$ 15,032.81
EMPLOYEE BENEFITS	\$ 1,030.07	\$ 10,321.98
EMERGENCY FUND	\$ 89.07	\$ -
TIF-CR ESTATE	\$ 89,975.98	\$ -
TIF ORIGINAL (420-844)	\$ -	\$ 89,975.98
PARK TRUST FUND	\$ 1,500.14	\$ -
LIBRARY TRUST FUND	\$ 394.17	\$ 5,949.68

VM COMMUNITY	\$	-	\$	123.34
DEBT SERVICE	\$	835.36	\$	-
WATER	\$	17,669.01	\$	17,182.38
SEWER	\$	11,293.71	\$	20,340.36
*****REPORT TOTAL*****	\$	153,881.31	\$	210,765.95

- d. Resolution #2015-28, “A Resolution Releasing a Lien on 208 Pleasant Street for a 2007 Sidewalk Project.”
- e. Approval of a 5 day outdoor alcohol permit for Legends Fieldhouse Bar and Grill.

Lacy moved supported by Peterson to adopt and approve Resolution #2015-29, “A Resolution Adopting the Revised Consent Agenda.” Passed unanimously.

- 8) Mayor Adams asked Library Director Dorothy Knight to present the Annual Library Report per Chapter 22.09 of the Van Meter Code of Ordinances. Knight explained the status of the Surpass project noting that most items were improperly cataloged and not prepared for circulation. Knight outlined the ongoing clean-up work being done and looking forward detailed programming initiatives, collection development, technology accessibility and adoption, and plans for a capital campaign to build a new library at 416 West Street.
- 9) Mayor Adams asked Administrator Anderson to present the proposed ordinance codifying weight limits on certain city street. Anderson noted that last month the Council approved a resolution establishing the weight limits and on the advice of the City Attorney the proposed ordinance was being presented to provide for clarity in the policy and continuity as time goes on. Mayor Adams opened the public hearing, hearing none Mayor Adams closed the public hearing and asked the Council for discussion. Councilman Lacy inquired about the planned use of revenues that may be generated by the proposal. Public Safety Director Daggett explained that the Public Safety Committee contemplated directing eighty percent to roads and streets and twenty percent to public safety. Some debate concerning the proposed use of the revenue followed. Mayor Adams asked for a motion to approve the first reading of the proposed ordinance. Lacy moved supported by Peterson. Passed unanimously. Peterson moved supported by Sacker to waive the second reading. On roll call the votes were as follows: Lacy – No; Peterson – Yes; Sacker – Yes; Stump – Yes. Motion failed to achieve three-fourths support from all council members per Iowa Code 380.3.
- 10) Mayor Adams asked Administrator Anderson to present the proposal amendment to a lease agreement for space on the water tower for a cellular array with AT&T. Anderson explained that AT&T hired a consultant to evaluate the rent amounts for their tower locations and identified Van Meter to be a higher rent and sought a simple amendment to the lease. Rather than the rent escalating fifteen percent every five years AT&T suggest 1) increasing the rent twelve percent every five years and 2) adding language to allow the array’s footprint on the water tower to expand for additional rent calculated on a per square foot basis. Lacy moved supported by Peterson to approve the proposed amendment. Passed unanimously.
- 11) Mayor Adams asked Parks and Rec Coordinator Alex Brayton to present the proposed grant application to the Iowa DNR’s Resource Enhancement and Protection program. Brayton explained that working with the City Engineer a concept plan was developed to make some improvements to the Van Meter Rec Complex and given the public safety concern on the Raccoon River the focus of the grant would be to improve accessibility to the river and the DNR’s Two Rivers Wildlife Management Area. Lacy moved supported by Peterson to approve the grant application and authorize the Mayor to sign as necessary.
- 12) Mayor Adams asked Administrator Anderson to present the proposal to seek partnerships for a hotel feasibility study. Anderson explained that the Council’s Economic Development Committee had met that the concept of lodging to support the Veterans Reception Center that can host 300 people banquet style and the Iowa Veterans Cemetery that hosts more than 1 funeral every day. Anderson explained that an independent, objective analysis is necessary to pursue a project and that a potential project will require significant local investment. Anderson noted that he had received proposal from consultants to conduct a study and that the cost would be somewhere between \$7,500 and \$12,000. Anderson recommended that the Council authorize

him to seek partnerships from other stakeholders before commissioning a study. Lacy moved supported by Peterson to authorize the City Administrator to seek partnerships to support a hotel feasibility study. Passed unanimously.

13) Department/Committee Reports

Adams reported on the activities of the E911 Commission and their plans for public safety communications in Dallas Council.

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

_____ Allan B. Adams, Mayor

ATTEST _____ Liz Thompson, City Clerk

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE

ACCOUNTS PAYABLE CLAIMS				

8/7 CENTRAL	VM VISTOR FEST TSHIRTS	840.00		
ACCO	WATER CHEMICALS	574.00		
AGSOURCE COOPERATIVE SERVICES	PUBLIC WATER TESTING	250.50		
ALEX BRAYTON	MI LEAGE	140.87		
ARNOLD MOTOR SUPPLY	REC COMPLEX PARTS & SUPPLIES	28.97		
BOB LACY	AED REPROGRAMMING	332.15		
BOB LENC	REC COMPLEX REPAIRS	225.70		
BOBS AUTO PARTS	FIRE DEPT/POLICE DEPT/PUB WORK	1,039.81		
CARPENTER UNIFORM CO	UNIFORM FOR FUNERAL	141.91		
CASEY'S GENERAL STORE	GAS/MERCH	755.34		
CASEY'S GENERAL STORE	PD GAS	989.47	1,744.81	25443 8/14/15
CENTURY LINK	FIRE/POLICE PLUS FAX	334.86		
CLIVE POWER EQUIPMENT	WEED WHACKER PARTS	40.97		
CONTRACTOR SOLUTIONS	STEEL PLATE FOR RD REPAIRS	90.00		
CULLIGAN	AUTOMATIC RENTAL	48.90		
DALLAS CO RECORDER	RECORD RELEASE DOCUMENT	12.00		
DALLAS CO TREASURER	REFUND TAX PAYMENT MADE IN ERR	293.97		
DALLAS COUNTY NEWS	LEGAL PUBLICATIONS	375.84		
DELTA DENTAL	EMPLOYEE DENTAL INSURANCE	551.16	11178525	8/31/15
DEMCO	LIBRARY SUPPLIES	217.55		
DICKINSON COMPANY INC	INSTALL 2 ER SIRENS	24,520.00		
DYKSTRA CONCRETE LLC	ST REPAIR LAKEVIEW & ARLINGTON	5,963.75		
EARL MAY	MATERIAL FOR KIDS CORNER	7.98		
EFTPS	FED/FICA TAX	3,760.40	11178519	8/28/15
EFTPS	FED/FICA TAX	3,696.84	7,457.24	11178520 9/11/15
ELECTRONIC ENGINEERING	RADIO PLUS INSTALL FOR SIREN	1,818.40		
FILLENWARTH BEACH	LODGING FALL CONFERENCE 2015	506.00	25452	9/01/15
FIRE SERVICE TRAINING BUREAU	HMO/FFI C WARWICK	50.00		
FLEET SAFETY EQUIPMENT	ORGANIZER FOR SUV	1,159.90		
FOREMOST PROMOTIONS	STICKERS & TATTOOS	178.72		
FOREST COMM PARKING LOT PAINT	PAINT CROSS WALKS/PARKING LOT	400.00		
GREATER DALLAS CO - GDCDA	SPONSORSHIP AFCOM DATA CTR SHO	2,400.00		
HEARTLAND COOP	FD DIESEL	442.54		
HEARTLAND COOP	FD DIESEL	118.36	560.90	25444 8/14/15
IFMCV	MONTHLY RENT PER LEASE/OPTION	1,000.00		
I LEA	PETITHORY BATON INSTR SCHOOL	125.00		
IMAGING TECHNOLOGIES	POLICE COPY MACHINE	213.64		
IOWA DEPARTMENT OF NATURAL RES	NPDES ANNUAL FEE FY16	210.00	25445	8/14/15
IOWA LIBRARY SERVICES	FY2016 E-BOOK SUBSCRIPTION	65.00		
IOWA ONE CALL	EMAIL COMMUNICATION	48.80		
IOWA PARK AND REC ASSOC	FALL WORKSHOP BRAYTON	180.00		
IOWA RURAL WATER ASSOC	FALL CONFERENCE 2015	260.00	25453	9/01/15
I PERS	I PERS	4,184.11	11178517	8/28/15
JESTER INSURANCE SERVICE	INS ON 2010 FORD CR VIC	522.00		
JW TREE SERVICE	TREE REMOVAL ELM STREET	1,500.00		
LIZ THOMPSON	CPM 23 MI LEAGE/LUNCH	70.91		
LOWE'S	SHOP SUPPLIES	23.17		
MATHESON TRI GAS INC	OXYGEN	42.24		
MEDIA COM	INTERNET	205.90		
MI DAMERICAN ENERGY	GAS/ELEC	2,753.69		
MODERN MARKETING	LOLLI POPS	219.80		

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

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
BERGANKDV	SERVER PROJECT	896.60		
OFFICE DEPOT	VACCUUM & SUPPLIES	396.42		
OVERDRIVE INC	FY2016 E BOOK SUBSCRIPTION	326.44		
PEEK SALES & SERVICE	LAWN MOWER PARTS	236.59		
PENTWORTHY COMPANY	BOOKS	62.45		
RONALD PEARCE	PATCH FELLER/GRAND/CROSS	3,500.00		
SAYLORVILLE LAKE MARINA	PARTS FOR BOAT REPAIR	39.99		
SCHEELS - DES MOINES	AMMO	59.98		
SENSUS USA	AUTOREAD SFTWR SUPPORT FY15/16	1,617.45		
SHORTEL INC	PHONE SERVICES CITY HALL	205.32		
SQUARE, INC	CREDIT CARD ACCEPTANCE FEES	65.28	11178523	8/31/15
SYNCB/AMAZON	BOOKS/MOVIES & KINDLE FIRE HD	764.51	25451	8/31/15
TASC GROUP SERVICES PLAN	SEPERATION/COBRA MGMT	445.00	11178521	8/31/15
THE HARTFORD	EMPLOYEE LIFE/DIS INSURANCE	252.96	11178526	8/31/15
THORPE WATER DEV CO	REPAIRS AT REC COMPLEX	106.25		
TREAS - STATE OF IOWA W/H	STATE TAXES	1,229.00	11178518	8/28/15
US POSTMASTER	SEPT UT BILLS/NEWSLETTER	200.79	25450	8/28/15
VAN METER COMM SCHOOL	CITY SHARE SWIM BUS 2015	1,131.40		
VAN WALL EQUIPMENT	JD TRACTOR INSPECTION & WORK	1,040.23		
VEENSTRA & KIMM INC	BUILDING INSPECTIONS	4,641.60		
VERIZON WIRELESS	PD	418.02		
VERIZON WIRELESS	CELL PHONE SERVICES	263.89	681.91	25446 8/14/15
WASTE CONNECTIONS	GARBAGE CONTRACT	6,552.51		
WAUKEE HARDWARE & RENT IT	STAPLE GUN KIT	15.98		
WELLMARK	EMPLOYEE HEALTH INSURANCE	4,163.45	11178524	8/31/15
WELLS FARGO	BANK FEES	14.59	11178522	8/31/15
WELLS FARGO CC	LIB READING/CAMP	503.30		
WELLS FARGO CC	WATER RESCUE BOAT REPAIRS	2,480.27	2,983.57	25447 8/14/15
**** PAID TOTAL ****		24,156.08		
**** SCHED TOTAL ****		71,405.31		
**** OPEN TOTAL ****				
**** ON HOLD TOTAL ****				
***** REPORT TOTAL *****		95,561.39		

DEPT DEPT NAME	TOTAL	CHECK#	DATE
LIABILITIES	12,870.35		
POLICE	4,079.82		
EMERGENCY MANAGEMENT	25,873.06		
FIRE	3,743.96		
AMBULANCE	350.24		
ROADS, BRIDGES, SIDEWALKS	14,371.88		
STREET LIGHTING	209.06		
GARBAGE	6,552.51		
LIBRARY	4,650.90		
PARKS	1,152.36		
RECREATION	1,676.45		
CEMETERY	7.72		
MAYOR/COUNCIL/CITY MGR	24.15		
CLERK/TREASURER/ADM	1,086.91		
LEGAL SERVICES/ATTORNEY	5,316.31		
CITY HALL/GENERAL BLDGS	1,628.65		
WATER	6,637.06		
SEWER/SEWAGE DISPOSAL	5,330.00		

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

FUND	FUND NAME	TOTAL	CHECK#	DATE
001	GENERAL	55,467.28		
059	PARK OPERATIONS	2,077.23		
110	ROAD USE TAX	13,017.64		
112	EMPLOYEE BENEFITS	3,413.76		
182	LIBRARY TRUST FUND	5,050.26		
183	VM COMMUNITY BETTERMENT	110.00		
600	WATER	8,860.47		
610	SEWER	7,564.75		



CITY OF VAN METER

Bank Reconciliation/Financial Summary - Month/Year: August 2015

<u><i>Treasurer's Report</i></u>	
Book Balance, Beginning of Month:	\$1,147,063.13
Add: Total Revenues this Month: with transfers	\$66,168.20
Less: Total Expenditures this Month: with transfers	(\$77,418.67)
Add: Δ Liability	\$0.00
Book Balance End of Month:	\$1,135,812.66

<u><i>Bank Reconciliation</i></u>	
Checking Account Balance End of Month:	\$612,535.58
Less: Outstanding Transactions (Cash Report):	(\$1,894.93)
Adjusted Checking Account Balance:	\$610,640.65
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	\$220,830.89
IPAIT – park	\$20,623.51
IPAIT – library	\$17,061.58
IPAIT – library/technology	\$1,187.26
IPAIT TOTAL:	\$259,703.24
Certificate of Deposit/ESB	\$250,000.00
Wells Fargo – savings acc't	\$15,138.77
Total Investments:	\$524,842.01
Total of Bank Statements End of Month	\$1,135,812.66

Difference:	\$0.00
Note(s):	

Verify: Mayor or Mayor Pro Tem:

CALENDAR 8/2015, FISCAL 2/2016

ACCOUNT TITLE	LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
001 GENERAL	47,232.85	15,072.82	33,597.49	.00	28,708.18
049 VEHICLE INSPECTION FUND	9,517.93	.00	.00	.00	9,517.93
051 LIBRARY TECHNOLOGY FUND	210.09	.01	75.80	.00	134.30
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	13,903.82	.00	.00	.00	13,903.82
056 TECHNOLOGY REPLACEMENT-	5,000.00	.00	.00	.00	5,000.00
057 BUILDING REPAIR RESERVE	3,000.00	.00	.00	.00	3,000.00
058 FARMERS MARKET	3,429.21	40.00	.00	.00	3,469.21
059 PARK OPERATIONS	896.32	.00	3,487.02	.00	2,590.70-
110 ROAD USE TAX	71,313.97	14,075.01	7,915.48	.00	77,473.50
112 EMPLOYEE BENEFITS	100,109.92	.00	5,862.99	.00	94,246.93
119 EMERGENCY FUND	125.63	.00	.00	.00	125.63
121 LOCAL OPTION SALES TAX	.00	.00	.00	.00	.00
125 TIF-CR ESTATE	208,146.99	.00	.00	.00	208,146.99
126 TIF-WH PINES SUBDIVISIO	10,798.15	.00	.00	.00	10,798.15
127 TIF-POLK CO. BANK	41,097.19	.00	.00	.00	41,097.19
128 TIF-STANDBROUGH	.00	.00	.00	.00	.00
129 TIF ORIGINAL (420-844)	42,055.00	.00	.00	.00	42,055.00
180 PARK TRUST FUND	33,888.98	.18	.00	.00	33,889.16
181 REC TRUST	143,774.41	.00	.00	.00	143,774.41
182 LIBRARY TRUST FUND	52,667.38	3,702.99	5,314.66	.00	51,055.71
183 VM COMMUNITY BETTERMENT	2,079.03	.00	55.00	.00	2,024.03
184 CDBG/HOUSING PROJECT	.00	.00	.00	.00	.00
185 REC CAPITAL FUND	27,431.22	.00	.00	.00	27,431.22
186 SITE CERT/WA PROJECT	156,783.10	.00	.00	.00	156,783.10
200 DEBT SERVICE	12,627.66-	.00	.00	.00	12,627.66-
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	20,350.00	2,150.00	.00	.00	22,500.00
600 WATER	94,166.32	19,227.02	9,811.24	.00	103,582.10
606 WATER MAIN PROJECT	37,710.29	.00	.00	.00	37,710.29
610 SEWER	3,326.81	11,900.17	11,298.99	.00	3,927.99
612 DEBT SERVICE-SEWER LAGO	.00	.00	.00	.00	.00
Report Total	1,147,063.13	66,168.20	77,418.67	.00	1,135,812.66



VEENSTRA & KIMM, INC.

3000 Westown Parkway • West Des Moines, Iowa 50266-1320

515-225-8000 • 515-225-7848(FAX) • 800-241-8000(WATS)

September 10, 2015

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

CITY OF VAN METER, IOWA
ROBERTS ACRES
SANITARY SEWER PLAN
REVISED PLAN REVIEW

The writer has completed a review of the revised plans for the sanitary sewer in the preliminary plat of Roberts Acres. The revised plans were received on September 9, 2015 from Chris Thompson of Cooper Crawford & Associates L.L.C. For your information enclosed is a copy of the revised construction plans for the sanitary sewer.

The revised drawings address the writer's previous comments concerning the sanitary sewer. From the writer's perspective, the sanitary sewer plans are satisfactory and are ready for approval by the Van Meter City Council.

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

VEENSTRA & KIMM, INC.

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

H. R. Veenstra Jr.

HRVJr:pjh
600-11
Enclosure

cc: Chris Thompson, Cooper Crawford & Associates, L.L.C.
James Roberts

STORM WATER POLLUTION PREVENTION PLAN

SITE DESCRIPTION

Location: Part of the SE 1/4 & SW 1/4 of Sec. 23, T79N, R26W.
 Nature of Construction Activity: Residential development.
 Areas: Total site area = 0.29 acres
 Site area affected = 0.29 acres
 Runoff coefficient = 0.40 (rational method)
 Approximate slopes anticipated: 3:1, or flatter.
 Runoff from this project will flow into unnamed ditches which will flow into the Raccoon River.

Erosion and sediment controls

- Stabilization practices
 - Existing vegetation is preserved whenever possible.
 - Permanent seeding and/or sodding.
- Structural practices
 - Silt fences
 - Drainage swales
 - Rock outlet protection (riprap)
- Storm water management
 - Infiltration of runoff erate.
 - Velocity dissipation devices at discharge locations to provide non-erosive velocity flows.
- Waste disposal
 - All building material wastes must be removed from the site.
 - Off-site vehicle tracking of sediments shall be minimized.

MAINTENANCE

- Maintain effective operating conditions of all protective measures identified in this plan.
- Silt fencing is cleaned when they have lost 50% of their capacity.
 - Drainage swales remain undisturbed.
 - Rock outlet protection (riprap) remains intact.

INSPECTIONS

- Qualified personnel shall inspect disturbed areas of the construction site that have not been finally stabilized at least once every seven calendar days and within 24 hours of the end of a storm that is 0.5 inches or greater.
- Inspect site for evidence of, or the potential of, pollutants entering the drainage system from stored materials.
 - Observe erosion and sediment controls to ensure that they are operating correctly.
 - Locations where vehicles enter or exit the site shall be inspected for evidence of off-site sediment tracking.
 - Inspect discharge locations to ascertain whether erosion control measures are effective in preventing significant impacts to receiving waters.
 - Any modifications to the plan as a result of an inspection shall be implemented within 7 calendar days of the inspection.
 - An inspection report shall be prepared and retained as part of the prevention plan until project termination, this report will contain the following:
 - A summary of the scope of the inspection.
 - Qualifications of the personnel making the inspection.
 - Major observations relating to the implementation of the prevention plan.
 - Any actions taken.
 - Signature.

NON-STORM WATER DISCHARGES

Water main flushing

- Flushed water will be discharged into the storm sewer system where, when discharged, it will undergo erosion and sediment controls consisting of:
 - Rock outlet protection (riprap)
 - Silt fencing
 - Existing vegetation

CONTRACTORS

The grading contractor shall have the responsibility of implementing the measures contained in this plan.

CONSTRUCTION DRAWINGS FOR PUBLIC IMPROVEMENTS

ROBERTS ACRES

PLAT 1
Van Meter, Iowa

EROSION & POLLUTION CONTROL NOTES

1. THE SUBCONTRACTOR RESPONSIBLE FOR EROSION AND POLLUTION CONTROL SHALL CARRY OUT THE MEASURES DETAILED ON THIS PLAN.
2. CONTROLS MUST BE IN GOOD OPERATING CONDITION UNTIL THE CONSTRUCTION ACTIVITY IS COMPLETE AND FINAL STABILIZATION HAS BEEN REACHED.
3. THE SUBCONTRACTOR SHALL INSPECT THE SITE AT MINIMUM ONCE EVERY 7 DAYS AND WITHIN 24 HOURS OF THE END OF A 1/2 INCH OR GREATER RAINFALL. ALL DISTURBED AREAS OF THE SITE, AREAS OF MATERIAL STORAGE, LOCATIONS WHERE VEHICLES ENTER/EXIT THE SITE, ALL OF THE EROSION AND SEDIMENT CONTROLS THAT ARE IDENTIFIED AS PART OF THIS PLAN AND ACCESSIBLE DISCHARGE LOCATIONS MUST BE INSPECTED.
4. THE SUBCONTRACTOR IS TO TAKE NECESSARY ACTIONS TO CORRECT DEFICIENCIES FOUND DURING INSPECTIONS AS SOON AS PRACTICAL BUT IN NO CASE LATER THAN 7 DAYS AFTER THE INSPECTION IN WHICH THE DEFICIENCY WAS FOUND.
5. THE SUBCONTRACTOR SHALL KEEP LOG AND PREPARE WEEKLY REPORTS DETAILING THE INSPECTIONS AND MEASURES TAKEN TO CORRECT ANY AND ALL DEFICIENCIES FOUND IN THE EROSION AND POLLUTION CONTROL MEASURES. THE REPORTS SHALL CONFORM TO THE STANDARDS SET BY THE IOWA DEPARTMENT OF NATURAL RESOURCES. COPIES OF THESE REPORTS SHALL BE FORWARDED TO THE DEVELOPER AND TO COOPER CRAWFORD & ASSOCIATES, L.L.C.
6. AFTER INITIAL GRADING PRIOR TO UTILITY CONSTRUCTION - ALL DISTURBED AREAS OUTSIDE OF THE PROPOSED R.O.W.'S ARE TO HAVE TEMPORARY SEEDING AND MULCHING. CONTRACTOR AND SUBS ARE TO TRY TO MINIMIZE DISTURBANCE TO THESE SEEDING AREAS THROUGH THE USE OF SPECIFIC ACCESS ROUTES WITHIN THE SITE.
7. DURING CONSTRUCTION, IF IT BECOMES EVIDENT THAT A DISTURBED AREA WILL NOT BE DISTURBED FOR 21 DAYS, IT SHALL BE SEED BY DAY 7.
8. PERMANENT SEEDING TO BE DONE IMMEDIATELY AFTER FINAL GRADING.
9. ANY FAILED AREAS OF SEEDING/MULCHING SHALL BE REAPPLIED.
10. ANY SOIL OR SPILL WASHED, TRACKED OR DROPPED ONTO ADJOINING RIGHT-OF-WAYS AND PROPERTY WILL BE CLEANED UP BY THE OWNER/CONTRACTOR WITHIN 24 HOURS.
11. SILT FENCING TO BE INSPECTED ONCE A WEEK AND AFTER EACH SANITARY, LOGS FOR UNDERCUTTING AND FAILURES IN FABRIC. REPLACE/REPAIR AS NECESSARY.
12. ADDITIONAL SILT FENCING (TO THAT SHOWN ON THIS PLAN) MAY BE REQUIRED IN AREAS WHERE EROSION IS EVIDENT.
13. SILT FENCING TO BE CLEANED UP WHEN THEY HAVE LOST 50% OF THEIR CAPACITY.
14. ALL INTAKES SHALL HAVE SILT FENCING PRIOR TO PAVING AND INLET FILTERS AFTER PAVING. THESE FILTERS REMAIN IN PLACE UNTIL THE SITE HAS A PERMANENT PERENNIAL GROUND COVER.
15. ALL INTAKES SHALL BE COVERED DURING CONSTRUCTION TO PREVENT SEDIMENTATION DEPOSITS WITHIN THE STORM SEWER.
16. IN THE EVENT THAT SEEDING/MULCHING DOES NOT OCCUR PRIOR TO WINTER, ALL DISTURBED AREAS WILL BE MULCHED.
17. NO BORROW/SPOILS SITES ARE ANTICIPATED.

GRADING NOTES

1. ALL DIMENSIONS ARE TO BACK OF CURB, OUTSIDE OF BUILDING WALL, AND TO PROPERTY LINES.
2. THE LOCATIONS AND DIMENSIONS SHOWN ON THE PLANS FOR EXISTING FACILITIES ARE IN ACCORDANCE WITH AVAILABLE INFORMATION WITHOUT UNCOVERING AND MEASURING. THE ENGINEER DOES NOT GUARANTEE THE ACCURACY OF THIS INFORMATION OR THAT ALL EXISTING UNDERGROUND FACILITIES ARE SHOWN. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO CONTACT ALL PUBLIC AND/OR PRIVATE UTILITIES SERVING THE AREA TO DETERMINE THE PRESENT EXTENT AND EXACT LOCATION OF THEIR FACILITIES BEFORE BEGINNING WORK.
3. THE CONTRACTOR IS REQUIRED TO TAKE DUE PRECAUTIONARY MEASURES TO PROTECT THE UTILITIES OR STRUCTURES AT THE SITE. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO NOTIFY THE OWNERS OF UTILITIES OR STRUCTURES CONCERNED BEFORE STARTING WORK. THE CONTRACTOR SHALL NOTIFY THE PROPER UTILITY IMMEDIATELY UPON BREAKING OR DAMAGE TO ANY UTILITY LINE OR APPURTENANCE, OR THE INTERRUPTION OF THEIR SERVICE. HE SHALL NOTIFY THE PROPER UTILITY INVOLVED, IF EXISTING UTILITY LINES ARE ENCOUNTERED THAT CONFLICT IN LOCATION WITH NEW CONSTRUCTION, THE CONTRACTOR SHALL NOTIFY THE ENGINEER SO THAT THE CONFLICT MAY BE RESOLVED.
4. STRIP TOPSOIL FROM ALL AREAS WHICH ARE TO BE FILLED OR CUT.
5. STOCKPILE SUFFICIENT TOPSOIL RESPREAD A MINIMUM OF 4-INCHES ON UNPAVED AREAS.
6. ALL AREAS TO RECEIVE FILL TO BE BENCHMARKED.
7. PREPARE BOTTOM OF BENCH FOR FILL BY DISCING TO A DEPTH OF 6-INCHES.
8. ALL SITE GRADING FILL SHALL BE COMPACTED TO A DENSITY THAT IS NOT LESS THAN 95% STANDARD PROCTOR.
9. THE MOISTURE CONTENT OF THE FILL MATERIAL SHALL NOT DEVIATE FROM OPTIMUM BY MORE THAN 1% BELOW OR 4% ABOVE.
10. MAINTAIN ALL CUT AND FILL AREAS FOR SURFACE DRAINAGE AT ALL TIMES.
11. FINAL GRADES WITHIN PAVED AREAS SHALL BE WITHIN 0.1' OF PLAN GRADE. ALL OTHER AREAS TO BE WITHIN 0.2' OF PLAN GRADE.
12. A MINIMUM OF ONE FOOT OF COMPACTED CONCRETE SUBGRADE SHALL BE PROVIDED BENEATH ALL PAVEMENTS.
13. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH STATE WIDE URBAN DESIGN AND SPECIFICATIONS (SUDAS), CURRENT AT THE COMMENCEMENT OF CONSTRUCTION.
14. EXISTING TREES WILL BE SAVED TO THE EXTENT POSSIBLE TO ACCOMMODATE GRADING, UTILITY AND STREET CONSTRUCTION.
15. ALL WORK WITHIN PUBLIC R.O.W. CONNECTION TO PUBLIC IMPROVEMENTS, AND ALL WORK ASSOCIATED WITH PUBLIC IMPROVEMENTS SHALL COMPLY WITH CLIVE STANDARD SPECIFICATIONS INCLUDING ALL APPLICABLE PERITS.
16. AS-BUILT GRADING PLAN AND DETENTION BASIN VOLUMES TO BE PROVIDED PRIOR TO ACCEPTANCE OF PUBLIC IMPROVEMENTS.
17. FOLLOWING FINAL GRADING, ADDITIONAL FERTILITY TESTING SHALL BE COMPLETED BY A QUALIFIED AGRONOMIST TO DETERMINE IF ADDITIONAL FERTILIZATION WILL BE NECESSARY TO SUPPORT THE ESTABLISHMENT OF DESIRED VEGETATION.
18. A MINIMUM 2-FEET THICK CLAY SOIL LINER SHALL BE PROVIDED WITHIN THE DETENTION BASIN. A MINIMUM OF 6-INCHES OF TOPSOIL SHOULD BE PLACED TO FINAL GRADE.
19. BUILDER WILL BE REQUIRED TO MEET 4' TOP SOIL REQUIREMENTS.

NOTES

GENERAL NOTES:

1. THE CONTRACTOR SHALL NOTIFY THE CITY OF VAN METER ENGINEERING SERVICES DIVISION AND ONE CALL 48 HOURS PRIOR TO COMMENCING CONSTRUCTION AND PRIOR TO CULVERT CONSTRUCTION AND BACKFILL, UTILITY CONSTRUCTION, SUBGRADE PREP, MAIN LINE PAVING, ROUNDABOUT PAVING AND SIDE-CUT PAVING.
2. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH SUDAS 2015 EDITION.
3. THE CONTRACTOR AND DEVELOPER'S ENGINEER SHALL ATTEND A PRE-CONSTRUCTION CONFERENCE WITH THE CITY PRIOR TO COMMENCEMENT OF CONSTRUCTION.
4. THE CONTRACTOR SHALL VERIFY THE LOCATION AND PROTECT ALL UTILITIES AND STRUCTURES. DAMAGE TO UTILITIES AND STRUCTURES SHALL BE REPAIRED BY THE CONTRACTOR AT THE CONTRACTOR'S EXPENSE TO THE SATISFACTION OF THE CITY AND THE OWNER.
5. THE DEVELOPER SHALL BE RESPONSIBLE FOR PROVIDING AS-BUILT RECORD DRAWINGS PRIOR TO THE PUBLIC IMPROVEMENTS BEING ACCEPTED. THE CONTRACTOR SHALL COORDINATE CONSTRUCTION WITH THE ENGINEER TO FACILITATE OBTAINING HORIZONTAL AND VERTICAL AS-BUILT DATA (STATE PLANE COORDINATES AND NGVD 29 DATUM) ON WATER, STORM, AND SANITARY SEWER APPURTENANCES, UTILITY SERVICE STUDIES, SURVEY MONUMENTS AND OTHER PHYSICAL INFRASTRUCTURE IMPROVEMENTS AS APPARENT OR AS DIRECTED BY CITY STAFF.
6. RECONNECT ANY FIELD TILES THAT ARE INTERCEPTED DURING UTILITY CONSTRUCTION.
7. THE CONTRACTOR SHALL BE RESPONSIBLE FOR INSTALLING AND MAINTAINING TRAFFIC CONTROL IN ACCORDANCE WITH THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES.
8. CONTRACTOR SHALL KEEP A COPY OF THE STORM WATER RELEASE AND GRADING PERMITS ON SITE AT ALL TIMES DURING CONSTRUCTION. ADDITIONALLY, THE CONTRACTOR WILL KEEP A WEEKLY POLLUTION PREVENTION INSPECTION LOG ON ALL SITE EROSION CONTROL MEASURES AND ACTIONS TAKEN FOR CITY AND STATE OFFICIAL INSPECTION.
9. ADDITIONAL EROSION CONTROL MEASURES BEYOND WHAT IS SHOWN ON THE PLAN MAY BE REQUIRED BY CITY STAFF DURING CONSTRUCTION DEPENDING ON FIELD CONDITIONS.
10. THE ENTIRE SITE IS TO BE SEED WITH AN EROSION CONTROL SEED MIX UPON COMPLETION OF THE GRADING WORK.
11. FIRST RIGHTS OF SALVAGE SHALL GO TO THE CITY OF VAN METER.

SANITARY SEWER TYPICAL NOTES:

1. ALL 8" SANITARY SEWER SHALL BE PVC TRUSS PIPE WITH CLASS "B" BEDDING UNLESS OTHERWISE NOTED ON THE DRAWINGS.
2. THE CONTRACTOR SHALL INSTALL SENER TAPE AT THE END OF EACH SANITARY SEWER SERVICE.
3. ALL INVERTS LOCATED AT AN ELEVATION ABOVE THE CENTERLINE OF THE EXISTING THROUGH PIPE AND LESS THAN 2.0' ABOVE THE MANHOLE FLOOR SHALL HAVE A POURED-IN-PLACE SLOPED INVERT.
4. ALL MANHOLES WITHIN PAVEMENT SHALL HAVE TYPE "B" ADJUSTABLE CASTINGS AND INTERNAL CHIMNEY SEALS. ALL MANHOLES NOT WITHIN PAVEMENT SHALL HAVE TYPE "A" NON-ADJUSTABLE CASTINGS AND EXTERNAL CHIMNEY SEALS.
5. ALL 4" AND 6" SANITARY SEWER SERVICES SHALL BE SDR 25.5 IN ACCORDANCE WITH URBAN STANDARD SPECIFICATIONS. ALL SERVICES SHALL BE EXTENDED 10' INSIDE LOT LINES UNLESS OTHERWISE NOTED ON PLANS.
6. MANHOLE STEPS ARE REQUIRED IN ALL SANITARY SEWER MANHOLES.
7. MANHOLE COVERS SHALL HAVE RAISED DIAMOND ROUGHNESS PATTERN.
8. THE CONTRACTOR SHALL TELEVISION EVERY SANITARY SEWER LINE AND PROVIDE A COPY OF THE DIGITAL REPORT INCLUDING A VIDEO RECORDING UTILIZING A PACP COMPLIANT FORMAT TO THE PUBLIC WORKS DIRECTOR. USING A 500 GALLON TANK AND GARDEN HOSE, THE CONTRACTOR SHALL GRAVITY FLOW WATER DOWN THE PIPE DURING TELEVISION 50 DIPS AND SAGS CAN BE IDENTIFIED. THE CITY SHALL NOTIFY THE CONTRACTOR OF ANY NECESSARY CLEANING AND/OR REPAIRS. THE CONTRACTOR SHALL JET CLEAN AND VACUUM ANY SECTION OF PIPE, FROM MANHOLE TO MANHOLE, WITH MUD OR DEBRIS MORE THAN 1" DEEP, ALONG WITH ANY DOWNSTREAM SEGMENTS AS REQUIRED DUE TO THIS CONSTRUCTION. THESE SEGMENTS SHALL THEN BE RE-TELEVISION TO DEMONSTRATE PIPES ARE CLEAN. ALL REPAIRS, IF NECESSARY, AND SPECIAL SANITARY SEWER CONNECTIONS SHALL BE MADE WITH A 441 STYLE WATER MAIN CLAMP.
9. PROVIDE SHOP DRAWINGS FOR MANHOLE INVERTS FOR APPROVAL BY CITY PRIOR TO ORDERING OR INSTALLING MANHOLES.
10. ALL CONNECTIONS TO EXISTING MANHOLES SHALL BE CORE DRILLED, A NEW WELL-DEFINED INVERT SHALL BE POURED FOR THE NEW PIPE(S) AND THE EXISTING MANHOLE SHALL BE RE-TESTED.



OWNER/DEVELOPER

JIM ROBERTS,
 3554 RICHLAND ROAD
 VAN METER, IOWA 50261

QUANTITIES

SANITARY SEWER
 497 LF. 8-INCH SANITARY SEWER
 2 EA. TYPE "B" MANHOLE
 2 EA. SERVICE

SHEET INDEX

- 1 COVER SHEET
- 2 SANITARY SEWER

BENCHMARK

USGS B.M. 161
 ELEVATION = 878.22

LEGEND

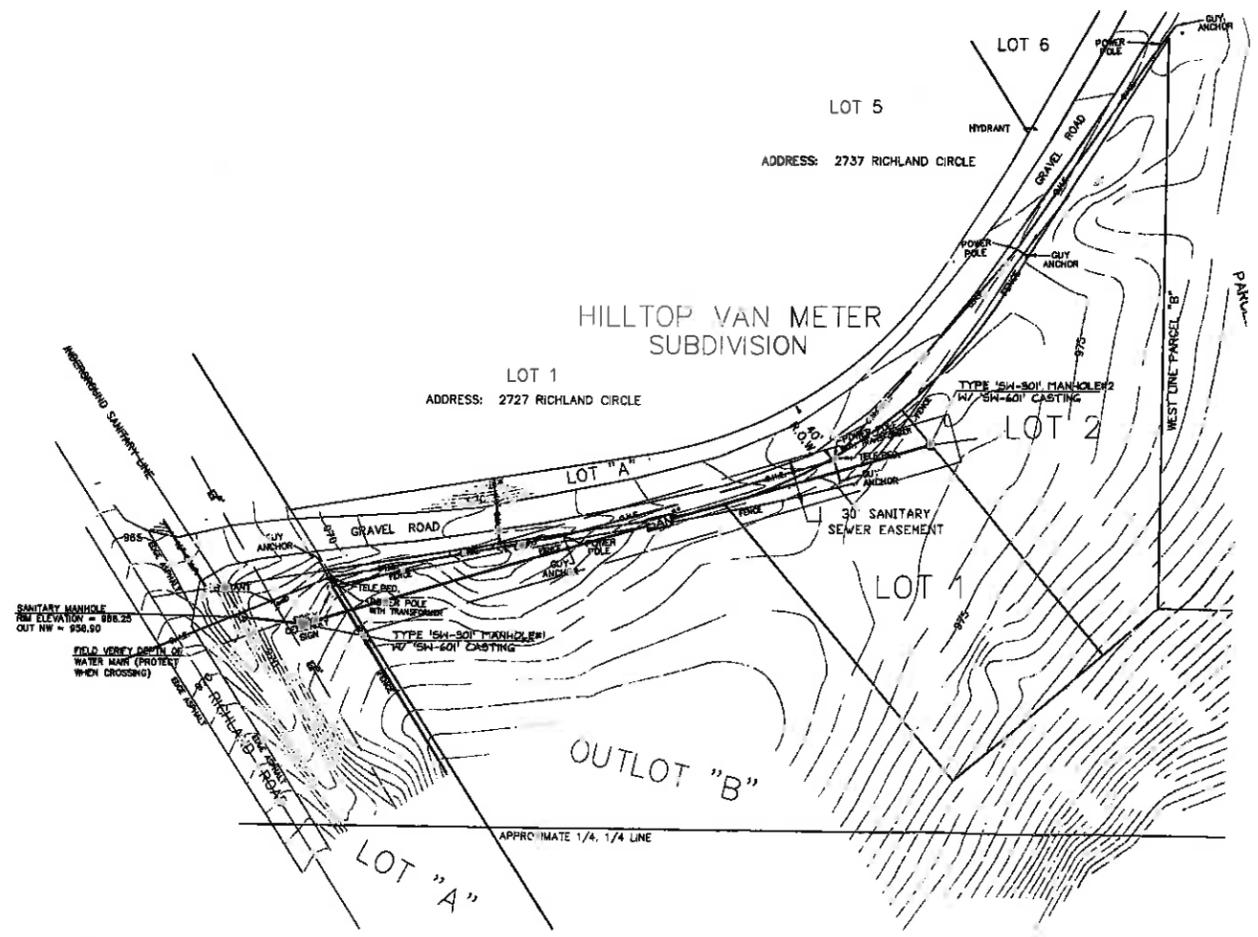
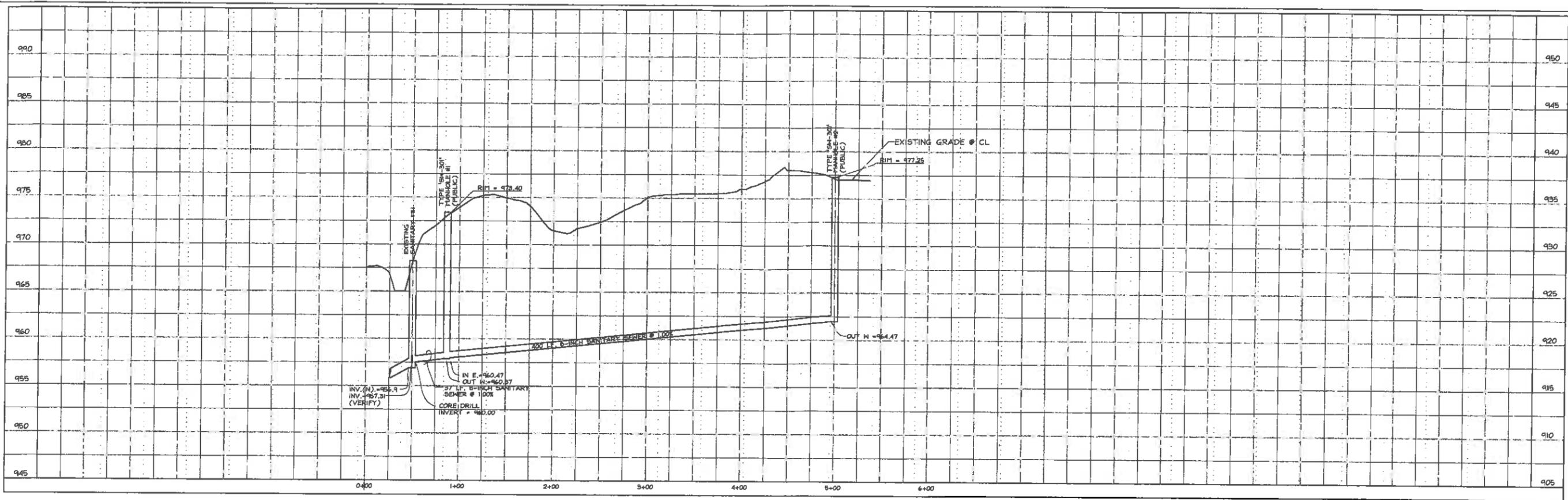
- EXISTING/PROPOSED
- PLAT BOUNDARY
 - SAN" — SANITARY SEWER & SIZE
 - ST" — STORM SEWER & SIZE
 - W" — WATER MAIN & SIZE
 - MANHOLE
 - STORM INTAKE
 - ▽ FIRE HYDRANT
 - ▽ VALVE
 - ▽ FLARED END SECTION

CERTIFICATION

	I HEREBY CERTIFY THAT THIS ENGINEERING DOCUMENT WAS PREPARED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF IOWA.
	BRADLEY R. COOPER, IOWA LICENSE NO. 12980 MY LICENSE RENEWAL DATE IS DECEMBER 31, 2015 PAGES OR SHEETS COVERED BY THIS SEAL: Sheets 1-2

COOPER CRAWFORD & ASSOCIATES, L.L.C.
 CIVIL ENGINEERS
 475 S. 50th STREET, SUITE 800, WEST DES MOINES, IOWA 50265
 PHONE: (515) 224-1344 FAX: (515) 224-1345

	DATE: 08/2015 REVISIONS:	JOB NUMBER CC 1778
APPROVED: —	INITIALED: —	AS-BUILT: —
COVERSHEET ROBERTS ACRES		SHEET 1 OF 2



LEGEND

---	PLAT BOUNDARY
---	SANITARY SEWER # SIZE
---	STORM SEWER # SIZE
---	WATER MAIN # SIZE
○	MANHOLE
▽	STORM INTAKE
▽	FIRE HYDRANT
▽	VALVE
▽	FLARED END SECTION



COOPER CRAWFORD & ASSOCIATES, L.L.C.
 CIVIL ENGINEERS
 475 S. 50th STREET, SUITE 800, WEST DES MOINES, IOWA 50265
 PHONE: (515) 224-1344 FAX: (515) 224-1345

DATE: X-X-2014
 REVISIONS:
 JOB NUMBER: CC 1778

APPROVED: [Signature] INITIALS: [Signature] AS-BUILT: [Signature]

SANITARY SEWER
 ROBERT ACRES

SHEET 2 OF 2

- SANITARY SEWER NOTES:**
1. NEW SANITARY SEWER MAINS SHALL BE FULLY TESTED, INSPECTED AND REPAIRED, AS NECESSARY, PRIOR TO PLACING LINES IN SERVICE.
 2. ALL EXISTING STRUCTURES MUST BE PROTECTED OR REPAIRED/REPLACED IN THE EVENT OF DAMAGE.

City Street Financial Report

City Name	City Number
VAN METER	7957

Fiscal Year
2015

Summary Statement Sheet

Column 1 Column 2 Column 3 Column 4
Road Use Other Street Street Debt Totals
Tax Fund Monies

Column 1 Column 2 Column 3 Column 4
Road Use Other Street Street Debt Totals
Tax Fund Monies

Round Figures to Nearest Dollar

Round Figures to Nearest Dollar

A. BEGINNING BALANCE				
1. July 1 Balance	40,719	65,599	10,919	117,237
2. Adjustments (Note on Explanation Sheet)				
3. Adjusted Balance	40,719	65,599	10,919	117,237
B. REVENUES				
1. Road Use Tax	105,646			105,646
2. Transfer of Jurisdictions Fund				
3. Property Taxes		22,077	61,475	83,552
4. Special Assessments				
5. Miscellaneous				
6. Proceeds from Bonds, Notes, and Loans				0
7. Interest Earned				
8. Total Revenues (Lines B1 thru B7)	105,646	22,077	61,475	189,198
C. Total Funds Available (Line A3 + Line B8)	146,365	87,676	72,394	306,435

EXPENSES				
D. Maintenance				
1. Roadway Maintenance	18,306	8,206		26,512
2. Snow and Ice Removal				
E. Construction, Reconstruction and Improvements				
1. Engineering				
2. Right of Way Purchased				
3. Street/Bridge Construction				
4. Traffic Services	10,904	2,557		13,461
F. Administration	63,206	11,314		74,520
G. Equipment (Purchased or Leased)				
H. Miscellaneous				
J. Street Debt				
1. Bonds, Notes, and Loans - Principal Paid			52,000	52,000
2. Bonds, Notes and Loans - Interest Paid			9,475	9,475

TOTALS				
K. Total Expenses (Lines D thru J)	92,416	22,077	61,475	175,968
L. Ending Balance (Line C-K)	53,949	65,599	10,919	130,467
M. Total Funds Accounted For (K + L = C)	146,365	87,676	72,394	306,435



Form 517007 (5-2014)
Office of Local Systems
Ames, IA 50010

City Street Financial Report

City Name	City Number
VAN METER	7957

Fiscal Year
2015

Bonds, Notes and Loans Sheet

New Bond ?	Debt Type	Debt Purpose	DOT Use Only	Issue Date	Issue Amount	% Related to Street	Year Due	Principal Balance as of 7/1 or after	Total Principal Paid	Total Interest Paid	Principal Roads	Interest Roads	Principal Balance as of 6/30
<input type="checkbox"/>	General Obligation	Street Improvements	101	08/27/2008	300,000	100%	2019	161,700	30,000	6,620	30,000	6,620	131,700
<input type="checkbox"/>	General Obligation	Bridge or Building	601	06/01/2007	280,000	100%	2027	218,000	22,000	2,855	22,000	2,855	196,000
New Bond Totals					0	0	Totals	379,700	52,000	9,475	52,000	9,475	327,700

City Street Financial Report

City Name	City Number
VAN METER	7957

Fiscal Year
2015

Road/Street Equipment Inventory Sheet

Check here if there are no reportable equipment

1. Local Class I.D. #	2. Model Year	3. Description	4. Purchase Cost	5. Lease Cost	/Unit	6. Rental Cost	/Unit	7. Used on Project this FY?	8. Status
	1998	International Truck 4000	36,500					No	No Change
	1986	Ford F8000 Truck/Snow Plow	19,000					No	No Change
	1996	Chevrolet K2500 Cheyenne	7,375					No	No Change
	2013	Ford F250	3,660					No	No Change
	2013	John Deere 5101E Tractor/Loader	34,623					No	No Change



Form 517007 {5-2014}
Office of Local Systems
Ames, IA 50010

City Street Financial Report

City Name	City Number
VAN METER	7957

Fiscal Year
2015

Monthly Payment Sheet

Month	Road Use Tax Payments	Transfer of Jurisdictions Payments
JULY	\$7,838.81	
AUGUST	\$11,525.40	
SEPTEMBER	\$8,102.38	
OCTOBER	\$11,252.35	
NOVEMBER	\$8,710.21	
DECEMBER	\$7,630.81	
JANUARY	\$9,127.23	
FEBRUARY	\$8,910.06	
MARCH	\$9,258.37	
APRIL	\$7,300.36	
MAY	\$4,590.60	
JUNE	\$11,399.64	
Totals	\$105,646.22	

Agenda Item #8 - Employee Benefit Renewal

Submitted for:

Action

Recommendation:

Approve the Recommended Renewal.

Sample Language:

Mayor: *Mr. Reiman would you please make your presentation.*

Mr. Reiman: *Reviews Presentation*

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

City Councilmember _____: *So moved.*

City Councilmember _____: *Second.*

Mayor: *Roll Call Please.*

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

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

City of Van Meter City Council Meeting

Employee Benefits Renewal

PRESENTED BY:

Bradley M. Reiman, LUTCF

Senior Risk Consultant

Phone: 515.327.8479

Fax: 515.327.8457

PREPARED BY:

Tave' Porto

Client Manager

Phone: 515.327.8478

Fax: 515.327.8457

1045 76TH Street, Suite 4000

West Des Moines, IA 50266

September 14, 2015

NOTE: This Outline is not meant as a statement of coverage, but rather as a guide to major points of coverage. For specific details, please refer directly to the policy itself

Table of Contents

Dental Renewal	Section 1
Term Life Renewal	Section 2
Short Term Disability	Section 3
Long Term Disability	Section 4
Medical Cost Anaysis	Section 5
Medical Rate History	Section 6
Iowa Continuation	Section 7
Renewal Summary	Section 8

City of Van Meter

Dental Plan Cost Analysis

Network	Current & Renewal Delta Dental Premier Plan B with Ortho		Option Delta Dental Premier Plan B Prime	
	Delta Premier	Non-Par	Delta Premier	Non-Par
Deductible				
Individual	\$25	\$50	\$25 per person	\$50 per person
Family	\$75	\$150		
Deductible applies to Diagnostic and Preventive	No	Yes	No	Yes
Calendar Year Maximum <i>(Applies to all services, except Orthodontics)</i>	\$2,000		\$2,000	
Coinsurance				
Diagnostic & Preventive	100% / 0%	80% / 20%	100% / 0%	80% / 20%
Routine & Restorative	80% / 20%	60% / 40%	80% / 20%	60% / 40%
Endodontics	50% / 50%	40% / 60%	50% / 50%	40% / 60%
Periodontics	50% / 50%	40% / 60%	50% / 50%	40% / 60%
Major Restorative	50% / 50%	40% / 60%	50% / 50%	40% / 60%
Dentures & Bridges	50% / 50%	40% / 60%	50% / 50%	40% / 60%
Orthodontics	50% / 50%	50% / 50%	50% / 50%	50% / 50%
Orthodontics Lifetime Maximum	\$1,500		\$1,500	
Rates:	Counts	October 1, 2014	October 1, 2015	Age
Employee	4	\$38.46	\$38.46	0-20 2
Family	3	\$132.44	\$132.44	21+ 12
Estimated Monthly Total	7	\$551.16	\$551.16	
Estimated Annual Premium / Cost		\$6,613.92	\$6,613.92	
Estimated Annual Change (\$)			\$0.00	
Estimated Annual Change (%)			0.00%	
				October 1, 2015
				\$465.68
				\$5,588.16
				-\$1,025.76
				-15.51%

Delta Vision EyeMed Vision discount plan is a value added benefit included with all Delta Dental Plan. A Summary of Benefits is provided on the next page.

This is only a Summary of Benefits; It is not intended to be all inclusive.



City of Van Meter

EyeMed Vision Care Discount Program for Delta Dental Subscribers

Vision Care Services ¹	Delta Dental Member Cost / Discount
Exam and dilation as necessary	\$5 off routine exam \$10 off contact lens exam
Complete Pair of Glasses² (Frame, lenses, and lens options must be purchased in the same transaction to receive full benefit)	
Standard Plastic Lenses	Single Vision - \$50 Bifocal- \$70 Trifocal- \$105
Frames Any frame available at provider location	35% off of retail price
Lens Options	UV Coating- \$15 Tint (Solid and Gradient)- \$15 Standard Polycarbonate- \$40 Standard Progressive- \$65 Standard Anti-Reflective Coating- \$45 Other Add-Ons and Services- 20% off retail price
Contact Lens Materials (Discount applied to materials only) Conventional (Non-Disposable)	15% off of retail price
Laser Vision Correction (Lasik or PRK)	15% off of retail price or 5% off of promotional price
FREQUENCY	
Exam	Unlimited
Lenses	Unlimited
Frame	Unlimited
Contact Lenses	Unlimited

¹ All services must be provided by EyeMed participating provider.

² Items purchased separately will be discounted 20% off the retail price.

Note: The EyeMed discount only applies to members enrolled in the dental plan.

This is only a Summary of Benefits; It is not intended to be all inclusive.

City of Van Meter

Life & AD&D Cost Analysis

	Current & Renewal The Hartford	
Contribution Status	Non-contributory; 100% participation required	
Benefit	\$25,000	
Maximum	\$25,000	
Accident Benefit	Equal to Life	
Guarantee Issue	\$25,000	
Reduction Schedule	35% at ages 65, 70, 75 and additional 25% at ages 80, 85, 90, 95. Benefits terminate at retirement	
Rate Guarantee	Until October 1, 2016	
Rates (per \$1,000)	October 1, 2014	October 1, 2015
Life	\$0.373	\$0.373
AD&D	\$0.036	\$0.036
Volume	\$175,000	\$175,000
Estimated Monthly Premium	\$71.58	\$71.58
Estimated Annual Premium	\$858.90	\$858.90
Estimated Annual Change (\$)		\$0.00
Estimated Annual Change (%)		\$0.00

This is only a Summary of Benefits; It is not intended to be all inclusive.

City Of Van Meter

Short Term Disability Cost Analysis

		Current & Renewal The Hartford	
Contribution Status	Non-contributory; 100% participation required		
Weekly Benefit	60% of salary		
Maximum Weekly Benefit	\$750		
Definition of Disability	Prevented from performing some, but not all the essential duties of your occupation, are working on a part time or limited duty basis.		
Social Security Integration	Family		
Other Income Offset	Yes		
Benefits Payable for:			
	Injury	Starts on the 15th Day	
	Illness	Starts on the 15th Day	
Maximum Benefit Duration	11 weeks		
Rate Guarantee	Until October 1, 2016		
Volume	\$3,308		
		October 1, 2014	October 1, 2015
Rates per \$10 of Weekly Benefit		\$0.260	\$0.260
Estimated Total Monthly Premium		\$86.01	\$86.01
Estimated Annual Premium		\$1,032.13	\$1,032.13
Estimated Annual Change (\$)			\$0.00
Estimated Annual Change (%)			\$0.00

This is only a Summary of Benefits; It is not intended to be all inclusive.

City of Van Meter

Long Term Disability Cost Analysis

	Current & Renewal The Hartford	
Contribution Status	Non-contributory; 100% participation required	
Elimination Period	90 Days	
Own Occupation Period	2 Year Own Occupation	
Monthly Benefit	60% of salary	
Maximum Monthly Benefit	\$3,000	
Maximum Benefit Period	SSNRA	
Disability Definition	Prevented from performing some but not all the essential duties of your occupation; are working on a part time or limited duty basis	
Social Security Integration	Family	
Other Income Offset	Yes	
Mental Illness Limitation	24 Months	
Residual Disability	Included	
Value Added *	Ability Assist and Travel Assistance Program	
Pre-Existing Conditions	3/12	
Rate Guarantee	Until October 1, 2016	
Covered Monthly Payroll	\$23,895	
	October 1, 2014	October 1, 2015
Rates per \$100 of Monthly Covered Payroll	\$0.399	\$0.399
Estimated Monthly Total	\$95.34	\$95.34
Estimated Annual Premium	\$1,144.08	\$1,144.08
Estimated Annual Change (\$)	\$0.00	
Estimated Annual Change (%)	\$0.00	

This is only a Summary of Benefits; It is not intended to be all inclusive

	Current & Renewal Total Annual Premiums	
	October 1, 2014	October 1, 2015
Life/AD&D	\$858.90	\$858.90
Short Term Disability	\$1,032.13	\$1,032.13
Long Term Disability	\$1,144.08	\$1,144.08
Total Estimated Annualized Premium	\$3,035.11	\$3,035.11
Estimated Annual Change (\$)	\$0.00	
Estimated Annual Change (%)	0.00%	



City of Van Meter

Medical Plan Renewal

	Current & Renewal Wellmark Blue Access -JPH/X25 Grandfathered and Non-ACA Plan			Option 1 Wellmark PremierBlue 500 A Platinum ACA complaint plan		Option 2 Wellmark Enhanced Blue 500 Gold ACA complaint plan		
	In-Network			In-Network		In-Network		
Network	Blue Access HMO			Wellmark Blue HMO		Wellmark Blue HMO		
Deductible								
Individual	\$250			\$500		\$500		
Family	\$500			\$1,000		\$1,000		
Coinsurance	15%			10%		20%		
Out-of-Pocket Maximum								
Individual	\$1,000			\$1,000		\$3,750		
Family	\$2,000			\$2,000		\$7,500		
Lifetime Maximum	Unlimited			Unlimited		Unlimited		
Hospitalization	ded + coins			ded + coins		ded + coins		
Emergency Room	\$150 copay			\$200 copay		\$250 copay		
Office Visit								
Primary Care	\$15 copay			\$15 copay		\$30 copay		
Specialist	\$15 copay			\$30 copay		\$60 copay		
Preventive Care	covered at 100%			Covered at 100%		Covered at 100%		
Mental Health								
Inpatient	ded + coins			ded + coins		ded + coins		
Outpatient	\$15 copay			\$15 copay PCP, \$30 copay Specialist;		\$30 copay PCP, \$60 copay Specialist;		
Pediatric Vision								
Eye Exam/per calendar year	n/a			covered at 100%		covered at 100%		
Glasses/per calendar year	n/a			\$130 allowance on frames or contact lenses		\$130 allowance on frames or contact lenses		
Pediatric Dental (under age 19)	n/a			not included		not included		
Prescription Drugs								
Tier 1	\$10			\$5		\$5		
Tier 2	\$25			\$35		\$35		
Tier 3	\$40			\$70		\$70		
Rating Structure	Composite Rated			Community Rated		Community Rated		
Effective Date	October 1, 2014		October 1, 2015	October 1, 2015		October 1, 2015		
Rates	current		current enrollment status	if entire family enrolls	current enrollment status	if entire family enrolls	current enrollment status	if entire family enrolls
Anderson, Jacob	M 30 ES	\$699.71	\$891.87	\$891.87	\$764.58	\$764.58	\$650.96	\$650.96
Brayton, Alexander	M 24 S	\$341.66	\$435.48	\$435.48	\$344.10	\$344.10	\$292.96	\$292.96
Daggett, William	M 48 S	\$341.66	\$435.48	\$1,336.49	\$562.60	\$2,154.74	\$478.99	\$1,834.52
Gillispie, Chadwick	M 46 S	\$341.66	\$435.48	\$1,336.49	\$516.15	\$1,559.45	\$439.44	\$1,327.70
Herman, David	M 54 ESC1	\$1,048.55	\$1,336.49	\$1,336.49	\$1,720.49	\$1,720.49	\$1,464.80	\$1,464.80
Knight, Dorothy	F 29 ESC2	\$1,048.55	\$1,336.49	\$1,336.49	\$1,485.47	\$1,485.47	\$1,264.71	\$1,264.71
Thompson, Liz	F 45 S	\$341.66	\$435.48	\$1,336.49	\$496.88	\$1,633.08	\$423.04	\$1,390.40
Estimated Monthly Total		\$4,163.45	\$5,306.77	\$8,009.80	\$5,890.27	\$9,661.91	\$5,014.90	\$8,226.05
Estimated Annual Premium		\$49,961.40	\$63,681.24	\$96,117.60	\$70,683.24	\$115,942.92	\$60,178.80	\$98,712.60
Estimated Annual Change (\$)			\$13,719.84		\$20,721.84		\$10,217.40	
Estimated Annual Change (%)			27.46%		41.48%		20.45%	

This is only a Summary of Benefits; It is not intended to be all inclusive.



City of Van Meter

Medical Plan Renewal

	Current & Renewal Wellmark Blue Access -JPH/X25 Grandfathered and Non-ACA Plan			Option 3 United Healthcare DJ2 w/NS ACA complaint plan		Option 4 United Healthcare DJ2 w/NS ACA complaint plan		Option 5 United Healthcare 650 w/NS ACA complaint plan	
	In-Network			In-Network	Out of Network	In-Network	Out of Network	In-Network	Out of Network
Network	Open Access HMO			ChoicePlus PPO		ChoicePlus PPO		ChoicePlus PPO	
Deductible									
Individual	\$250			\$500	\$1,500	\$750	\$2,250	\$1,500	\$4,500
Family	\$500			\$1,000	\$3,000	\$1,500	\$4,500	\$3,000	\$9,000
Coinsurance	15%			20%	50%	10%	40%	10%	50%
Out-of-Pocket Maximum									
Individual	\$1,000			\$1,500	\$6,000	\$1,500	\$4,500	\$4,500	\$15,000
Family	\$2,000			\$3,000	\$12,000	\$3,000	\$9,000	\$9,000	\$30,000
Lifetime Maximum	Unlimited			Unlimited		Unlimited		Unlimited	
Hospitalization	ded + coins			ded + coins	ded + coins	ded + coins	ded + coins	ded + coins	ded + coins
Emergency Room	\$150 copay			\$200 copay	same as in network	\$100 copay	same as in network	\$400 copay	same as in network
Office Visit									
Primary Care	\$15 copay			\$0 copay(under age 19), \$20 copay(over age 19)	ded + coins	\$0 copay(under age 19), \$20 copay(over age 19)	ded + coins	\$0 copay(under age 19), \$25 copay(over age 19)	ded + coins
Specialist	\$15 copay			\$40 copay	ded + coins	\$20 copay	ded + coins	\$50 copay	ded + coins
Preventive Care	covered at 100%			covered at 100%	not covered	covered at 100%	not covered	covered at 100%	not covered
Mental Health									
Inpatient	ded + coins			ded + coins	ded + coins	ded + coins	ded + coins	ded + coins	ded + coins
Outpatient	\$15 copay			covered at 100%	ded + coins	covered at 100%	ded + coins	covered at 100%	ded + coins
Pediatric Vision									
Eye Exam/per calendar year	n/a			\$10 copay/1 exam per year	ded + 50% coins	\$10 copay/1 exam per year	ded + coins	\$10 copay/1 exam per year	ded + coins
Glasses/per calendar year	n/a			lenses - \$25 copay/ frames - covered - copay varies based on cost of frame	ded + 50% coins	lenses - \$25 copay/ frames - covered - copay varies based on cost of frame	ded + 50% coins	lenses - \$25 copay/ frames - covered - copay varies based on cost of frame	ded + coins
Pediatric Dental(under age 19)	n/a			deductible then Prev & Diag covered at 100%, Basic at 80%, Major Restorative 50%, Med Necessary Orthodontics 50%		deductible then Prev & Diag covered at 100%, Basic at 80%, Major Restorative 50%, Med Necessary Orthodontics 50%		deductible then Prev & Diag covered at 100%, Basic at 80%, Major Restorative 50%, Med Necessary Orthodontics 50%	
Prescription Drugs									
Tier 1	\$10			\$10		\$10		\$10	
Tier 2	\$25			\$35		\$35		\$35	
Tier 3	\$40			\$60		\$60		\$60	
Rating Structure	Composite Rated			Community Rated		Community Rated		Community Rated	
Effective Date	October 1, 2014	October 1, 2015		October 1, 2015		October 1, 2015		October 1, 2015	
Rates	current	current enrollment status	if entire family enrolls	current enrollment status	if entire family enrolls	current enrollment status	if entire family enrolls	current enrollment status	if entire family enrolls
Anderson, Jacob	M 30 ES	\$699.71	\$891.87	\$891.87	\$782.48	\$782.48	\$800.23	\$800.23	\$633.24
Brayton, Alexander	M 24 S	\$341.66	\$435.48	\$435.48	\$352.15	\$352.15	\$360.14	\$360.14	\$284.99
Daggett, William	M 48 S	\$341.66	\$435.48	\$1,336.49	\$575.77	\$2,205.18	\$588.83	\$2,255.20	\$465.96
Gillispie, Chadwick	M 46 S	\$341.66	\$435.48	\$1,336.49	\$528.23	\$1,595.95	\$540.21	\$1,632.16	\$427.49
Herman, David	M 54 ESC1	\$1,048.55	\$1,336.49	\$1,336.49	\$1,760.75	\$1,760.75	\$1,800.70	\$1,800.70	\$1,424.95
Knight, Dorothy	F 29 ESC2	\$1,048.55	\$1,336.49	\$1,336.49	\$1,520.24	\$1,520.24	\$1,554.73	\$1,554.73	\$1,230.30
Thompson, Liz	F 45 S	\$341.66	\$435.48	\$1,336.49	\$508.50	\$1,671.31	\$520.04	\$1,709.23	\$411.53
Estimated Monthly Total	\$4,163.45	\$5,306.77	\$8,009.80	\$6,028.12	\$9,888.06	\$6,164.88	\$10,112.39	\$4,878.46	\$8,002.24
Estimated Annual Premium	\$49,961.40	\$63,681.24	\$96,117.60	\$72,337.44	\$118,656.72	\$73,978.56	\$121,348.68	\$58,541.52	\$96,026.88
Estimated Annual Change (\$)		\$13,719.84		\$22,376.04		\$24,017.16		\$8,580.12	
Estimated Annual Change (%)		27.46%		44.79%		48.07%		17.17%	

This is only a Summary of Benefits; It is not intended to be all inclusive.



City of Van Meter

Medical Plan Renewal

	Current & Renewal Wellmark Blue Access -JPH/X25 Grandfathered and Non-ACA Plan			Option 6 United Healthcare River Valley 8EB w/254A ACA complaint plan		Option 7 Coventry Silver Security #2 POS ACA complaint plan	
	In-Network			In-Network		In-Network	Out of Network
Network	Open Access HMO			HMO - Heritage Select		Coventry POS	
Deductible							
Individual	\$250			\$500		\$2,000	
Family	\$500			\$1,000		\$4,000	
Coinsurance	15%			0%		25%	
Out-of-Pocket Maximum							
Individual	\$1,000			\$2,000		\$6,600	
Family	\$2,000			\$4,000		\$13,200	
Lifetime Maximum	Unlimited			Unlimited		Unlimited	
Hospitalization	ded + coins			ded then paid at 100%		ded + coins	
Emergency Room	\$150 copay			\$100 copay		ded + \$350 copay + coins	
Office Visit						same as in network	
Primary Care	\$15 copay			\$0 copay(under age 19), \$25 copay(over age 19)		\$30 copay	
Specialist	\$15 copay			\$45 copay		\$60 copay	
Preventive Care	covered at 100%			covered at 100%		covered at 100%	
Mental Health							
Inpatient	ded + coins			ded then paid at 100%		ded + coins	
Outpatient	\$15 copay			Office \$45 copay/OP ded then paid at 100%		\$60 copay	
Pediatric Vision							
Eye Exam/per calendar year	n/a			\$10 copay/1 exam per year		covered at 100%	
Glasses/per calendar year	n/a			lenses - \$25 copay/ frames - covered - copay varies based on cost of frame		one pair covered at 100%	
Pediatric Dental(under age 19)	n/a			deductible then Prev & Diag covered at 100%, Basic at 80%, Major Restorative 50%, Med Necessary Orthodontics 50%		Prev & Diag paid at 100%, all other services ded + 50% coins	
Prescription Drugs							
Tier 1	\$10			\$10		\$5	
Tier 2	\$25			\$30		\$45	
Tier 3	\$40			\$50		\$75	
Rating Structure	Composite Rated			Community Rated		Community Rated	
Effective Date	October 1, 2014			October 1, 2015		October 1, 2015	
Rates	current			current enrollment status		current enrollment status	
				if entire family enrolls		if entire family enrolls	
Anderson, Jacob	M	30	ES	\$699.71	\$891.87	\$716.73	\$584.54
Brayton, Alexander	M	24	S	\$341.66	\$435.48	\$322.56	\$263.07
Daggett, William	M	48	S	\$341.66	\$435.48	\$527.39	\$430.12
Gillispie, Chadwick	M	46	S	\$341.66	\$435.48	\$483.84	\$394.61
Herman, David	M	54	ESC1	\$1,048.55	\$1,336.49	\$1,612.80	\$1,315.35
Knight, Dorothy	F	29	ESC2	\$1,048.55	\$1,336.49	\$1,392.49	\$1,135.68
Thompson, Liz	F	45	S	\$341.66	\$435.48	\$465.78	\$496.88
Estimated Monthly Total	\$4,163.45			\$5,306.77		\$9,057.20	
Estimated Annual Premium	\$49,961.40			\$63,681.24		\$108,686.40	
Estimated Annual Change (\$)	\$13,719.84			\$16,297.68		\$5,481.60	
Estimated Annual Change (%)	27.46%			32.62%		10.97%	

This is only a Summary of Benefits; It is not intended to be all inclusive.



City of Van Meter

Medical Rate History

YR of Renewal	2009	2010		2011		2012		2013		2014		2015	
	1	1.026	1.026	0.8414	0.86328	0.7986	0.68941		0.68941	0.8905	0.61392	1.2746	0.7825
Net Increase since 2009			2.60%		-13.67%		-31.05%		-31.05%		-38.61%		-21.17%
YR Renewal Adjustment		2.60%		-15.86%		-20.14%		0.00%		-10.95%		27.46%	

City of Van Meter

Iowa Continuation Renewal

	Current & Renewal TASC	
Qualifying Event Notification to Qualified Beneficiaries(QB)	TASC mails the Iowa Continuation Notice direct to Qualified Beneficiary	
Initial Notice	TASC	
Process Iowa Continuation Elections	Included	
Process Monthly Premium Elections	Included	
Notify Employer Iowa Continuation has been Elected	Included	
Monthly Premium Payments	TASC collects & reimburses the group	
Web Portal access to reports, forms and online submissions	Included	
	October 1, 2014	October 1, 2015
Renewal Fee	\$100	\$100
Flat Annual Fee	\$338	\$345
Estimated Annual Premium	\$438	\$445
Estimated Annual change	\$7	



City of Van Meter Renewal Summary

To follow is a summary of City of Van Meter's estimated costs for both the current and renewal years based on current enrollment:

Coverage	Current Estimated Annual Cost	Renewal Estimated Annual Cost	Estimated Annual Change (\$) over Current	Estimated Annual Change (%) over Current
Medical <i>Wellmark</i>	\$49,961	\$63,681	\$13,720	27.46%
Dental <i>Delta Dental</i>	\$6,614	\$6,614	\$0	0.00%
Life/AD&D <i>The Hartford</i>	\$859	\$859	\$0	0.00%
STD <i>The Hartford</i>	\$1,032	\$1,032	\$0	0.00%
LTD <i>The Hartford</i>	\$1,144	\$1,144	\$0	0.00%
Iowa Continuation <i>TASC</i>	\$438	\$445	\$7	
TOTAL	\$60,048	\$73,775	\$13,727	22.86%

Agenda Item #9 - Traffic Enforcement 28E

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 recommendation as it has been presented to us.*

City Councilmember _____: *So moved.*

City Councilmember _____: *Second.*

Mayor: *Roll Call Please.*

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

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

AGREEMENT BETWEEN CENTRAL IOWA LAW ENFORCEMENT
AGENCIES FOR TRAFFIC ENFORCEMENT
CHAPTER 28E

THIS AGREEMENT is entered into pursuant to Chapter 28E of the Iowa Code between multiple municipalities located within Polk County, Iowa and Dallas County, Iowa; (hereinafter the designated counties) and with the designated counties.

1. Purpose. This Agreement is for the purpose of creating the Central Iowa Traffic Safety Task Force. (hereinafter "CITSTF" or "Task Force") No new entity is created by this 28E agreement. Rather, this arranges a collaborative joint targeted law enforcement group. Collaborative joint targeted enforcement actions provide an opportunity for improved public education and enforcement of traffic laws in Central Iowa. Task Force activities are staffed by personnel from various member law enforcement agencies. This Agreement does not preclude other cooperative law enforcement activities.
2. Membership. Any signatory municipality within the designated counties may designate one voting member of the Task Force. The following non-municipal entities may designate one voting member of the task force: the Iowa Department of Natural Resources, the Iowa State Patrol, Iowa Department of Transportation, the GTSB and the Iowa National Guard. Municipalities outside of the designated counties may assist with Task Force work
3. Operating expenses. The initial operating expenses of the Task Force are covered by a grant from the Governor's Traffic Safety Bureau. Any funds are held in escrow by the City of Polk City. Voting members will determine how funds are to be allocated for Task Force expenses.
4. Personnel. Any participating member may supply personnel to the Task Force. The employing agency or office remains liable for worker's compensation, other job benefits, and disability payments for the participating peace officer. The employing agency or office is responsible for payment and any overtime which may be incurred, including any court time. Each participating member assumes responsibility for its employee's actions and will defend its employees under Chapter 670.
5. Jurisdiction. Except as set out in this paragraph, the prosecuting authority over violations occurring within the designated counties shall be determined by the location of the violation without regard to the agency that employs the officer who initiated the charge. For the purposes of this Agreement, the County Attorneys of the participating designated counties delegate to the City Attorney of a participating municipality, the authority to prosecute state traffic and simple misdemeanor charges which arise during a targeted enforcement action within that municipality, unless the person charged is also charged with an indictable

offense in which case the respective County Attorney's Office will retain jurisdiction over any simple misdemeanor charge. Prosecutors from the participating designated counties and municipalities agree to evaluate and prosecute any offenses charged by Task Force Members based on the merit of the charge and not on the identity of the peace officer's employer. For unincorporated areas or if the city attorney is unable to prosecute charges for any reason, the County Attorney will prosecute charges filed by the Task Force.

6. Activities. Initially the Task Force will intensely monitor traffic compliance in particular targeted areas within the designated counties. The interstate roadways commonly known as 1-235, 1-35 and 1-80 in Polk County, Iowa will be designated as continuing targeted enforcement areas under this agreement. All enforcement on these designated targeted enforcement roadways will be governed by each department's policies and procedures. Periodic target areas will be selected by agreement among the members as determined in the by-laws. Targeted activities will be approved by the County Attorney or designee, chief law enforcement officer or designee, and prosecuting city attorney, if any, for each particular event. The chief law enforcement officer may notify other local elected officials as appropriate.
7. Protocols. When an area is selected for targeted intense traffic enforcement by the Task Force, the following protocols will be used:
 - a. Citation forms of the jurisdiction in which the violation occurs will be used by all officers regardless of their employing jurisdiction. Officers should note on all traffic or criminal charges filed during an enforcement project "CITSTF" to indicate the violation occurred during a CITSTF enforcement project.
 - b. Prosecution will be by the prosecuting attorney of the targeted jurisdiction.
 - c. Regardless of employer, sworn peace officers of any participating member are authorized to write tickets for the targeted enforcement. A roster of participating officers or deputies will be created for each event.
 - d. The employer of each participating officer supplies the vehicle, equipment, weapons, uniform and any other necessary materials for the enforcement or educational project from the employing jurisdiction according to that department's policies.
 - e. Fines generated from the targeted enforcement of city ordinances will go to the jurisdiction in which the violation occurs, regardless of the peace officer making the stop.
 - f. All officers participating in a targeted enforcement project will abide by that officer's departmental policies and procedures for enforcement activity.
8. Adding and removing members. Any municipality within the designated counties who agrees to the terms of this Agreement is invited to participate by executing a signature page, signed by that jurisdiction's Mayor, Police Chief and City Clerk . Such a municipality will be deemed to be a participating member

when such a signature page is filed -with the Iowa Secretary of State in accordance with the requirements of Chapter 28E of the Iowa Code. To withdraw from participation, a municipality, jurisdiction or agency who has previously signed this Agreement must notify the chairperson in writing of their withdrawal and the effective date of the withdrawal, and file a Notice of Withdrawal with the Iowa Secretary of State in accordance with the requirements of Chapter 28E of the Iowa Code. In the event of such a withdraw, any commitments, delegations, and/or authorizations made by that municipality, jurisdiction and/or agency under this agreement will be terminated as of the date of the withdrawal, except any employing agency or office is responsible and remains responsible for their employees as set out in paragraph 4 above. Any prosecution of charges originating in targeted enforcement actions that precede the withdrawal will take place according to this agreement.

9. Delegation and its effect. In order for an enforcement action to occur within a municipality, the chief law enforcement officer and the governing body for that municipality must sign this agreement. By signing this agreement, the chief law enforcement officer thereby authorizes peace officers from other participating agencies to issue tickets within that municipality during a task force enforcement action.
10. Equipment. Any equipment used by the Task Force will be retained by the participating jurisdictions.
11. Duration. This Agreement is effective as to its signatories when it has been executed by the Sheriff, the County Attorney and the Board of Supervisors from at least two of the designated counties and filed with the Iowa Secretary of State in accordance with the requirements of Chapter 28E of the Iowa Code. This agreement shall be terminated with respect to individual members upon giving of the Notice of Withdrawal as set out above. This agreement is terminated in total when it has been replaced and/or abolished upon a majority vote of the membership at such time.
12. Amendments. All proposed changes or amendments to this 28E will be brought to the Task Force for consideration. The amendment(s) will be reviewed at no less than two monthly Task Force meetings. Once the amendment(s) have been reviewed two or more times the Task Force will put the amendment to a vote. The amendment will be adopted if it receives a majority of the Task Force members' votes favor the amendment.

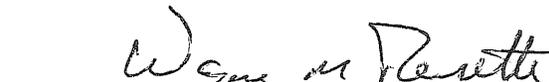
SIGNATURES OF THE GOVERNING BODY, THE SHERIFF AND COUNTY ATTORNEY:


Polk County Sheriff


v/
g61k County Attorney


Chair, Polk County Board of Supervisors


Dallas County Sheriff


Dallas County Attorney


Chair, Dallas County Board of Supervisors



28E AGREEMENT

CENTRAL IOWA TRAFFIC SAFETY TASK FORCE

Name of Jurisdiction: City of Van Meter, Iowa

The 28E for the Central Iowa Traffic Safety Task Force was adopted on September 14, 2015.

Elizabeth Thompson, City Clerk

Allan Adams, Mayor

William Daggett, Police Chief

Jacob Anderson, City Administrator

On behalf of other participating agencies:

Michael Colby, CITSTIF Chair
Clive Police Department

Agenda Item #10 - Re-roof City Hall

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 as it has been presented to us.*

City Councilmember _____: *So moved.*

City Councilmember _____: *Second.*

Mayor: *Roll Call Please.*

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

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

Agenda Item #11 - Business Banking RFP

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 as it has been presented to us.*

City Councilmember _____: *So moved.*

City Councilmember _____: *Second.*

Mayor: *Roll Call Please.*

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

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

City of Van Meter Request for Proposals for Banking Services

OVERVIEW

1. The purpose of this RFP is to solicit proposals from financial institutions to provide banking services to the City of Van Meter. The primary objectives are:
 - a. To provide qualified financial institutions with an equal opportunity to submit a proposal
 - b. To provide the information necessary for preparation of proposals
 - c. To provide the City of Van Meter with a basis for evaluation of the services offered
2. The intent of the City of Van Meter is to select one financial institution to provide the highest quality banking services at the lowest cost for a period of three years with a possible three year extension. The City of Van Meter reserves the right without prejudice to reject any or all proposals and to accept or reject any item or combination of items in any proposal. Any proposal received by the City of Van Meter will be valid and binding for a period of sixty (60) days beyond the submission deadline.
3. To be considered to provide the City of Van Meter's banking services, one original and one copy of the bid form pages 6-10 must be submitted to:

Jake Anderson
City Administrator
310 Mill Street
PO Box 160
Van Meter, IA 50261

no later than 12:00 p.m. (noon) on Friday, October 30, 2015. All proposals will be evaluated and the City Council will make its selection at their regular meeting on November 9, 2015 based upon the recommendation of the City Clerk.

4. All inquiries regarding this RFP should be directed to:

Jake Anderson, City Administrator
By phone (515) 996-2644
Or
By e-mail: janderson@vanmeteria.gov

5. Samples of bank forms and reports, when requested, will be furnished free of charge to the City of Van Meter. In addition, the City of Van Meter will not pay for any information requested, nor is it liable for any costs incurred by the financial institution in the preparation of this proposal.
6. Criteria for evaluation of proposals will be (not necessarily in ranking order):
 - a. Completeness of the proposal
 - b. The financial institution's community involvement program
 - c. Availability of services within this RFP
 - d. Cost of services proposed
 - e. Maximum earnings on average daily balance
7. During the evaluation process, the City of Van Meter reserves the right to request additional information or clarifications from financial institutions submitting proposals, or to allow corrections of errors or omissions. At its discretion, the City of Van Meter may request any

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one or all, financial institutions submitting proposals, to make oral presentations as part of the evaluation process. All proposals become the property of the City of Van Meter and will not be returned to the financial institution.

8. The financial institution warrants that no person or selling agency has been employed or retained to solicit and secure business upon an agreement of understanding for commission, percentage, brokerage, or contingency except employees or selling agents maintained by the financial institution for the purpose of securing business.
9. The financial institution shall comply with the requirements of federal, state, and local law and regulations to ensure that no employee or applicant for employment with the financial institution is discriminated against because of race, sex, age, religion, national origin, mental or physical handicaps, or any other prohibited factor.
10. Iowa Code Chapter 12C requires that a depository be an “approved depository” as designated by the State Treasurer’s Office, in order to accept public deposits in excess of federal deposit insurance. The financial institution shall comply with the 2015 Iowa State Code Section 12C.22 in determining the level of collateralization.
11. The financial institution must maintain a full service office or branch in Van Meter, Iowa. Please provide an overview of the banking services available at the branch that would serve as the primary facility for the City’s account.
12. The City of Van Meter is exempt from state and local sales and use taxes on services provided by the financial institution.
13. Extra consideration will be given to the financial institution that provides the highest return on deposits at the lowest cost.
14. Conversion costs from one financial institution to another can be substantial. Extra consideration will be given to the financial institution that can demonstrate the ability to minimize client conversion costs.

PROPOSAL PREPARATION

Financial institutions submitting a proposal for the service categories described in the RFP shall provide information on the following three items:

1. Discussion of the financial institution’s qualifications and experience as well as the most recent bank rating from an independent rating agency such as Moody’s, Standard and Poor’s, etc.
 2. Response to the requirement listed under the service category.
 3. Completion of the bid form and accompanying information for the service category.
1. **Financial Institution’s Qualifications and Experience.** In this section of the proposal, document the organization, experience, size and stability of the financial institution and specific qualifications for the service category.
 - a. Name the account representative(s) who will be working most closely with the City of Van Meter and describe their background and qualifications in each functional area..
 - b. Include copies of the financial institution’s most recent Annual Report and audited financial statements.
 - c. List the local government sector experience and references’ name and contact information.

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- d. Describe on-line security features such as user authentication, secure log-in features, ACH controls, wire activity and method of notification of suspected problems.
2. **Requirements.** This section of the proposal should address the requirements listed for the service category that is bid on.
 - a. Where appropriate, describe the work that will be done by the financial institution to meet each requirement. Include samples of reports and other information to be provided to the City of Van Meter.
 - b. Include additional or alternative services that the financial institution can provide for the account type being addressed.
 - c. Describe any exceptions to the requirements.
3. **Bid Forms.**
 - a. All questions on the bid forms must be answered.
 - b. If volume discounts are available on specific services, explain on bid form.

BANKING SERVICES OFFERED FOR BID

This RFP seeks responses to the following service categories:

1. Basic Depository Services
2. Automated Clearing House Services

and as a possible alternate to the services agreement:

3. Investment Services

The remainder of this section of the RFP presents a general description of current City of Van Meter practices and the specific requirements of each service category.

1. **Basic Depository Services.** The City of Van Meter maintains one principal operating account for daily deposits and A/P and Payroll check writing. This account is a Corporate Investment Account. Deposits are delivered to the bank on business days by the City of Van Meter employees.

Requirements for basic services are:

- a. The financial institution will credit the account for all deposits in accordance with its availability schedule. Please attach a copy of the availability schedule and indicate the cut-off time for same-day credit of deposits.
- b. The financial institution must have direct access to the check clearing and collection services of the Federal Reserve.
- c. The financial institution must have direct, electronic access to the Federal Reserve wire network and immediately wire transfer funds as requested by authorized personnel of the City of Van Meter.
- d. The financial institution will provide the City of Van Meter with on-line electronic access to account information, balances, etc., through an internet site.
- e. The financial institution will prepare monthly bank statements reflecting all activity for the City of Van Meter account(s) including supporting documentation and imaged cancelled checks, and they must be provided to the City of Van Meter within three (3) business days after the last calendar day of each month. (Include a sample bank statement). In lieu of imaged checks, if available, detail the availability of check images via the internet.
- f. The financial institution will provide reconciliation services for the checking account which will include a listing, not necessarily in order, of the checks paid including the amount and the date paid. (Include sample if different from bank statement)
- g. The financial institution will present returned checks twice for collection.
- h. The financial institution will provide on request, coin and currency orders.

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- i. The financial institution must have the ability to research deposit items and provide timely information on these items. Indicate the average length of time for resolution on the following research items:
 - 1. Dollar amount of item
 - 2. Total amount of batch and deposit ticket
 - 3. Copy of an item
 - j. The financial institution must provide signature guarantee services.
 - k. If the financial institution can offer any innovative services or cost-saving ideas concerning the City of Van Meter depository account, please describe them.
2. **Automated ClearingHouse Services.** The City of Van Meter initiates ACH debit transactions for customer direct payments for utility billing and ACH credit transactions for payroll and payroll related taxes and withholdings. The City of Van Meter transmits ACH transactions to the bank via internet connection.

Requirements for ACH Services are:

- a. The financial institution will provide the following information on all returned ACH debits and credits posted to the City of Van Meter's account:
 - 1. Name on the original transaction
 - 2. Whether return item is a debit or credit
 - 3. Amount of the returned item
 - 4. Effective date of original transaction
 - 5. Receiving bank routing number
 - 6. Receiving bank account number associated with original transaction
 - 7. Reason for return
- b. The financial institution will provide the City of Van Meter with any changes or updates to the ACH file records.
- c. The financial institution must have the ability to receive ACH file information via internet connection.
- d. The financial institution will furnish bank statements that reflect all ACH activity no less than monthly. For payroll ACH activity, a statement for each payroll is required. Include a sample of a statement showing ACH transactions.
- e. The financial institution must have direct, electronic access to the Federal Reserve wire network and immediately wire transfer funds as requested by the City of Van Meter.
- f. If the financial institution can offer any innovative services or cost savings ideas concerning the City of Van Meter ACH account, please describe them.

ALTERNATIVE SERVICES

Investment Services. The investment of funds by the City of Van Meter is governed by Iowa Code, Chapter 12C. In addition, investments must be made in accordance with the investment policy of the City of Van Meter. In addition to investing operating funds, the City of Van Meter invests bond proceeds held for future projects. The City of Van Meter currently has a single account that serves as the operating account for payroll and A/P, as well as partial investment account. The City of Van Meter also has funds invested as strictly investment funds with a balance of approximately \$500,000. The target balance in the operating account is \$500,000 with total daily cash on hand of approximately \$250,000. In the event the City wishes to invest in other types of investment accounts, the requirements for investment services shall be:

- a. The financial institution shall purchase investments in accordance with Iowa Code, Chapter 12C.
- b. For overnight investment of funds in excess of required balances, the financial institution shall provide a sweep arrangement that meets the requirements of the investment policy of the City of Van Meter and Iowa Code, Chapter 12C.
- c. The financial institution must have direct, electronic access to the Federal Reserve wire network and immediately wire transfer funds as requested by the City of Van Meter.

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- d. The financial institution will send a confirmation notice to the City of Van Meter for each investment purchase.
- e. The financial institution will send a maturity notice to the City of Van Meter as each investment matures.
- f. The financial institution will prepare a monthly investment account statement reflecting all activity of the City of Van Meter.
- g. The financial institution will provide safekeeping services for the City of Van Meter investments.
- h. If the financial institution can offer any innovative services in the investment area, please describe them.

BID FORMS

The financial institution must use the bid forms on the following pages in preparation of its proposal.

City of Van Meter
Banking Services Bid Form
For
Basic Depository Services

Financial Institution _____

A. Service Description	Estimated Monthly Volume	Monthly Charge
Acct Maintenance Fee		_____
Printed statement	1	_____
Checks paid	75	_____
Misc debits	8	_____
Paper Deposits	20	_____
ACH Deposits	90	_____
Return items	2	_____
Stop Payment fee		_____
Wire Transfer in		_____
Wire Transfer out (non-repetitive)		_____
Check Imaging fee/CD rom		_____
Night Depository usage		_____
Lock Bags (safe keeping only)		_____
Internet banking fee		_____
Auditor's confirmation		_____
Debit block		_____
Cash deposits	\$7000	_____
Mixed coin deposit	1	_____
Currency ordered (full or partial strap)	1	_____
Coin ordered-single rolls	1	_____
 Total Monthly Cost		 \$ _____

B. Describe the financial institution's ability to collateralize the City of Van Meter's deposits including limits to the amount of deposits that can be accepted. Is a fee assessed to collateralize deposits? Is so, how will these charges be calculated?

C. Describe the financial institution's ability to provide the City of Van Meter with electronic access to account information.

D. Describe any other services not listed above that will be needed for the financial institution to meet the specifications of the RFP that will result in bank charges and explain how charges will be calculated.

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- E. How are deposit items determined to be charged as on-us, local or out-of-state? Is it on a per-item basis or is a formula used?

- F. What is the financial institution's cut-off for receiving deposits to be credited to the account on the same day?

- G. Are volume discounts available for services? Describe the method used by the financial institution to determine volume discounts.

- H. What method does the financial institution use to determine the earnings credit?

- I. Describe the interest rate formula used by the financial institution as well as the rate applicable.

- J. The City of Van Meter is investigating the idea of using a night depository for safe keeping over night, of recreation/aquatics receipts. Please indicate if there would be a fee for using the night depository after hours and staff picking up the receipts in the morning. Any suggestions on after-hours safekeeping of City receipts are welcome.

Banking Services Bid Form
for

Automated Clearing House Services

Financial Institution _____

A. Service Description	Estimated Monthly Volume	Monthly Charge
ACH Credits	90	_____
ACH Debits	10	_____
ACH file correction		_____
ACH return items	1	_____
Prenote fee		_____
ACH upload fee	4	_____
ACH reports faxed		_____
ACH upload batches	4	_____

- B. Describe any other services with regard to ACH services not listed above that will be needed to meet the specifications of the RFP and will result in bank charges.

- C. How are ACH items determined to be charged as on-us, local or out-of-state? Is it on a per item basis, or is a formula used? If a formula, please describe.

- D. The City of Van Meter submits ACH files for a Friday payroll. What is the deadline for submission for this Friday settlement? Is the deadline different for debit and credit items?

- E. What is the deadline for making corrections to a file already submitted to the financial institution? How must these corrections be submitted?

- F. Detail bank conversion costs and timeline including software, hardware if applicable.

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Banking Services Bid Form
For

Investment Services

Financial Institution _____

A. Service Description	Charge per Item
Investment Purchase cost (if any)	_____
Safekeeping	_____
Certificate of Deposit interest rate (various terms)	_____
Money Market interest rate	_____

B. Describe any other investment services not listed on this form that will be needed to meet the requirements of the RFP that will result in bank charges. How will the charges be calculated?

C. Are charges for investment purchases included in the account analysis or charged on a per transaction basis?

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The undersigned financial institution agrees to all conditions as set forth in this proposal unless otherwise noted:

Financial Institution _____

Address _____

Phone _____ Fax _____ E-mail _____

Signed _____

Title _____

Date _____

Agenda Item #12 - Beggars Night

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 as it has been presented to us.*

City Councilmember _____: *So moved.*

City Councilmember _____: *Second.*

Mayor: *Roll Call Please.*

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

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

Agenda Item #13 - Deny Second Reading of Weight Limit Ordinance

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 as it has been presented to us.*

City Councilmember _____: *So moved.*

City Councilmember _____: *Second.*

Mayor: *Roll Call Please.*

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

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

Agenda Item #14 - 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 – Peterson, Sacker
 - c. Special Liaison Assignments or Ad-Hoc Committees
- 9) *Mayor*
 - a. Finance – Adams, Lacy, Tweed
 - b. Policy – Adams, Sacker, Peterson
 - c. Economic Development – Adams, Lacy, Tweed
 - d. Public Safety – Adams, Stump, Lacy
 - e. EMA, E911 *Lacy Alternate

Agenda Item #15 - Adjournment

Submitted for:

Action

Recommendation:

Approval

Sample Language:

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

City Councilmember _____: *So Moved.*

City Councilmember _____: *Second*

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

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