

-NOTICE OF A PUBLIC MEETING-
Governmental Body: Van Meter City Council
Date of Meeting: Monday, October 12, 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 September 14, 2015 City Council meeting
 - b. September Claims list
 - c. September Financial Statement/Quarterly Investment Report
 - d. Resolution to accept written request for TIF Certification from Crestview Estates No 1 LLC and Grinnell St Bank per development agreements.
8. Action on a proposal to approve and accept a grant award from the United States Department of Justice in an amount of \$125,000 to hire a police officer for a four year period and authorize the Public Safety Committee of the Council to recruit and retain a candidate at an annual wage not to exceed \$41,000 per year.
9. Action on a proposal to approve and accept a grant award from the Iowa Department of Natural Resources in an amount of \$75,000 to construct trails and improved parking at the Van Meter Recreation Complex.
10. Discussion concerning the strategic planning efforts of the Dallas County Emergency Management Agency.
11. 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
12. Adjourn

Agenda Item #1 - Call to Order

Submitted for:

Recommendation:

Sample Language:

Mayor: *The time is Seven O'clock PM on Monday, October 12, 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, September 14, 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 Elizabeth Tweed. Owen Stump was absent.

Staff present: City Administrator Jake Anderson, City Attorney Erik Fisk, City Engineer Bob Veenstra, Public Safety Director William Daggett, 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 August 10, 2015 council meeting.
 - b. August Claims list.

VENDOR	REFERENCE	AMOUNT
8/7 CENTRAL	VM VISTOR FEST TSHIRTS	\$ 840.00
ACCO	WATER CHEMICALS	\$ 574.00
AGSOURCE COOPERATIVE SERVICES	PUBLIC WATER TESTING	\$ 250.50
ALEX BRAYTON	MILEAGE	\$ 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	PD GAS	\$ 989.47
CASEY'S GENERAL STORE	GAS/MERCH	\$ 755.34
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
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
EFTPS	FED/FICA TAX	\$ 3,696.84
ELECTRONIC ENGINEERING	RADIO PLUS INSTALL FOR SIREN	\$ 1,818.40
FILLENWARTH BEACH	LODGING FALL CONFERENCE 2015	\$ 506.00
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	\$ 118.36
HEARTLAND COOP	FD DIESEL	\$ 442.54
IFMCV	MONTHLY RENT PER LEASE/OPTION	\$ 1,000.00
ILEA	PETITHORY BATON INSTR SCHOOL	\$ 125.00
IMAGING TECHNOLOGIES	POLICE COPY MACHINE	\$ 213.64
IOWA DNR	NPDES ANNUAL FEE FY16	\$ 210.00
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
IPERS	IPERS	\$ 4,184.11
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 MILEAGE/LUNCH	\$ 70.91
LOWE'S	SHOP SUPPLIES	\$ 23.17
MATHESON TRI GAS INC	OXYGEN	\$ 42.24
MEDIACOM	INTERNET	\$ 205.90
MIDAMERICAN ENERGY	GAS/ELEC	\$ 2,753.69
MODERN MARKETING	LOLLIPOPS	\$ 219.80
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
SYNCB/AMAZON	BOOKS/MOVIES & KINDLE FIRE HD	\$ 764.51
TASC GROUP SERVICES PLAN	SEPERATION/COBRA MGMT	\$ 445.00

THE HARTFORD	EMPLOYEE LIFE/DIS INSURANCE	\$ 252.96
THORPE WATER DEV CO	REPAIRS AT REC COMPLEX	\$ 106.25
TREAS - STATE OF IOWA W/H	STATE TAXES	\$ 1,229.00
US POSTMASTER	SEPT UT BILLS/NEWSLETTER	\$ 200.79
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	CELL PHONE SERVICES	\$ 263.89
VERIZON WIRELESS	PD	\$ 418.02
WASTE CONNECTIONS	GARBAGE CONTRACT	\$ 6,552.51
WAUKEE HARDWARE & RENT IT	STAPLE GUN KIT	\$ 15.98
WELLMARK	EMPLOYEE HEALTH INSURANCE	\$ 4,163.45
WELLS FARGO	BANK FEES	\$ 14.59
WELLS FARGO CC	WATER RESCUE BOAT REPAIRS	\$ 2,480.27
WELLS FARGO CC	LIB READING/CAMP	\$ 503.30
	***** REPORT TOTAL *****	\$ 95,561.39

c. August Financial Statements.

FUND	RECEIVED	DISBURSED
GENERAL	\$ 15,072.82	\$ 33,597.49
VEHICLE INSPECTION FUND	\$ -	\$ -
LIBRARY TECHNOLOGY FUND	\$ 0.01	\$ 75.80
FARMERS MARKET	\$ 40.00	\$ -
PARK OPERATIONS	\$ -	\$ 3,487.02
ROAD USE TAX	\$ 14,075.01	\$ 7,915.48
EMPLOYEE BENEFITS	\$ -	\$ 5,862.99
PARK TRUST FUND	\$ 0.18	\$ -
REC TRUST	\$ -	\$ -
LIBRARY TRUST FUND	\$ 3,702.99	\$ 5,314.66
VM COMMUNITY BETTERMENT	\$ -	\$ 55.00
CEMETARY-PERPETUAL CARE	\$ 2,150.00	\$ -
WATER	\$ 19,227.02	\$ 9,811.24
SEWER	\$ 11,900.17	\$ 11,298.99
*****REPORT TOTAL*****	\$ 66,168.20	\$ 77,418.67

- d. Approval of public improvement plans for a sanitary sewer for Roberts Acres Plat 1.
- e. Resolution #2015-30, "A Resolution Approving the Annual Street Finance Report."
- f. Resolution #2015-31, "A resolution repealing Resolution 2015-26 'A Resolution Designating Streets with Weight Limits Pursuant to the Van Meter Code of Ordinances, Chapter 66.'"

Lacy moved supported by Peterson to adopt and approve Resolution #2015-32, "A Resolution Adopting the Revised Consent Agenda." Passed unanimously.

- 8) Mayor Adams asked Brad Reiman of Bearence Management to present the proposed employee benefit renewal. Reiman explained how the Affordable Care Act (ACA) influences the rates along with the pool's experience. Reiman recommended the dental plan be converted to an ACA plan upon renewal in order to reduce premiums by 15%. Reiman recommended that the medical plan be renewed because although premiums would increase by 27% another plan would provide less benefit and the increase would be more than 27%. Moved by Lacy supported by Peterson to approve the benefits renewal per Mr. Reiman's

recommendation. Passed unanimously.

- 9) Mayor Adams asked Public Safety Director Daggett to present the proposed 28E agreement with the Central Iowa Law Enforcement Agencies for Traffic Enforcement. Daggett explained that the group works collaboratively on focused traffic enforcement efforts funded by the Governor's Traffic Safety Bureau. Lacy moved supported by Tweed to approve the 28E agreement as it was presented. Passed unanimously.
- 10) Mayor Adams asked City Administrator Anderson to present the proposal to re-roof the facility at 310 Mill Street (City Hall). Anderson explained that after a rain even the skylights were found to be leaking. EMC insurance sent an adjuster to inspect the roof and found hail damage on the North half. EMC issued the City a check for \$4,300 to for the loss on the one half of the roof. Anderson presented quotes that he received. Lacy moved supported by Tweed to accept the quote submitted by Brian Anderson Construction. Passed unanimously.
- 11) Mayor Adams asked City Administrator Anderson to present a proposed request for proposals to solicit bids on business banking services. Anderson explained that since a second bank has opened in the community that the City has not shopped banking services. Lacy moved supported by Tweed to approve the request for proposals in form. Passed unanimously.
- 12) Mayor Adams asked City Administrator Anderson to present the discussion concerning Beggars Night. Anderson noted that Halloween falls on Saturday, October 31, 2015 and in the past the City has given consideration to Friday night football and Wednesday night Church services. Lacy moved supported by Sacker to set Beggars Night (Trick-or-Treat) for Saturday, October 31, 2015 from 6:00p.m to 8:00p.m. Passed unanimously.
- 13) Mayor Adams asked City Administrator to present the proposal to deny the second reading of a proposed ordinance codifying weight limits on certain City Street. Anderson explained that the original proposal contained simple ministerial errors and that on further review further data needs to be collected and the proposal needs to be more narrowly defined. As a result Anderson felt it was appropriate for staff to withdraw the proposal, ask the Council to deny the second reading and allow staff time to rework the concept. Lacy moved supported by Sacker to deny the second reading of the proposed ordinance. Passed unanimously.

14) Department/Committee Reports

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

- 15) 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 -----				
ACCO	WATER CHEMICALS	794.00		
XEROX BUSINESS SERVICES LLC	FH CLOUD ANNUAL CONTRACT	1,999.00		
AGSOURCE COOPERATIVE SERVICES	WASTE WATER/PUBLIC WATER TEST	88.00		
ALEX BRAYTON	MI LEAGE TO MEETINGS	49.05		
ARNOLD MOTOR SUPPLY	PARTS - PUBLIC WORKS	55.74		
BOB CARR	PAYPAL PAYMENT - RESCUE BOAT	71.99		
BOB LACY	IA LEAGUE CON EXPENSES/MI LEAGE	235.72		
BOBS AUTO PARTS	POLICE DEPT/PUB WORKS SHOP	39.62		
BRIAN ANDERSON CONSTRUCTION	ROOF REPAIRS - CITY HALL	9,990.00	25516	9/30/15
CARPENTER UNIFORM CO	LOGO PRINTING & EMBROIDERY	464.47		
CASEY'S GENERAL STORE	PD GAS	991.31		
CENTURY LINK	PHONE & FAX LINE 505 GRANT	331.51		
CHADWICK GILLESPIE	CONFERENCE EXP GAS/MEALS	57.24		
CLIVE POWER EQUIPMENT	PARKS - PARTS	29.99		
CULLIGAN	AUTOMATIC RENTAL	21.95		
CUSTOM LAWN CARE & LANDSCAPING	REC FIELDS STEP 3	583.00		
D&K PRODUCTS	LAGOON TORDON/LIMESTONE	64.50		
DCLHTF	FY 15/16 CONTRIBUTION TO DCLHT	762.00		
DALLAS COUNTY NEWS	LEGAL PUBLICATIONS	156.91		
DELTA DENTAL	EMPLOYEE DENTAL INS	551.16	11178531	9/25/15
DEMCO	BOOK TAPE/BOOK LAMINATE	116.31		
DEPT OF ADMINSTRATIVE	SEPT CPM COHORT 23 THOMPSON	250.00		
EARL MAY	TREES - MID AM PROGRAM	1,860.00		
EFTPS	FED/FICA TAX	3,590.62	11178529	9/25/15
EFTPS	FED/FICA TAX	3,704.15	11178535	10/09/15
ELECTRONIC ENGINEERING	REPAIR ELECTRICAL SHORT	169.95		
ESTERVILLE PUBLIC LIBRARY	HARDCOVER BOOK	14.37		
FOSTER COACH SALES INC	2009 LI FELINE F350 AMBULANCE	12,500.00	25514	9/22/15
HAWKEYE TRUCK EQUIPMENT	SNOWPLOW & ACCESSORIES/INSTALL	6,500.00		
HEARTLAND COOP	FD DIESEL	34.00		
I FMCV	MONTHLY RENT PER LEASE/OPTION	1,000.00		
I LEA	MMPI ALEXANDER ALAVI	180.00		
IOWA DEPARTMENT OF NATURAL RES	ANNUAL WATER USE FEE 2016	99.00		
IOWA ONE CALL	EMAIL COMMUNICATION	25.10		
I PERS	PROTECT I PERS	2,022.18	11178527	9/25/15
JIMS JOHNS INC	3 PORTABLE UNITS/JOHNSON PARK	150.00		
KENNETH JOHNSON	FLOOR PREP & TILE 505 GRANT	4,300.00		
KONICA MINOLTA	CONTRACT COVERAGE 4/15-4/16	198.95		
LOWE'S	FD BAY IMPROVEMENTS/SHOP/CH	262.53		
MAFFIN OUTDOOR POWER & AUTO	PARKS LAWN MOWER REPAIRS	507.83		
MATHESON TRI GAS INC	OXYGEN	20.60		
MEDIACOM	INTERNET SERVICES	205.90		
METHODIST OC/HEALTH & WELLNESS	RANDOM DOT DRUG TEST/GILLESPIE	21.25		
MIDAMERICAN ENERGY	GAS/ELEC	2,636.65		
OFFICE DEPOT	MISC OFFICE SUPPLIES	410.61		
SHELLY JAMES	CLEANING SERVICES MAY-SEPT 15	370.00	25517	9/30/15
SHORTEL INC	PHONE SERVICES CITY HALL	205.10		
SQUARE, INC	CREDIT CARD ACCEPTANCE FEE	64.64	11178533	9/30/15
SYNCB/AMAZON	LIBRARY MATERIALS/BOOKS & DVDS	83.10	25518	9/30/15
THATS MY TRUCK	LIGHT MOUNT, SIDE STEP, FLAPS	2,434.00		
THE HARTFORD	EMPLOYEE LIFE/DIS INS	285.33	11178532	9/25/15

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

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
TREAS - ST OF IA SALES TX	QRTL Y SALES TAX - 3RD QRT 15	2,623.00	11178534	10/06/15
TREAS - STATE OF IOWA W/H	STATE TAX	599.00	11178528	9/25/15
UNITYPOINT CLINIC	DRUG TEST RESULTS	37.00		
US POSTMASTER	OCT UT BILLS/NEWSLETTERS	198.37	25519	9/30/15
VAN WALL EQUIPMENT	REC COMPLEX WEED WHACKER PART	2.43		
VEENSTRA & KIMM INC	ENGINEERING FEES/BLDG INSPECT	9,123.90		
VERIZON WIRELESS	PD PHONE	409.86		
WASTE CONNECTIONS	GARBAGE CONTRACT	6,809.41		
WELLMARK	EMPLOYEE HEALTH INS	5,306.77	11178530	9/25/15
WELLS FARGO CC	LEAGE CONF LODGING	1,385.69		
WHITFIELD & EDDY PLC	LEGAL SERVICES	3,350.00		
WHITFIELD & EDDY PLC	LEGAL SERVICES	2,150.00	5,500.00	25520 9/30/15
**** PAID TOTAL ****		44,038.32		
**** SCHED TOTAL ****		49,516.44		
**** OPEN TOTAL ****				
**** ON HOLD TOTAL ****				
***** REPORT TOTAL *****		93,554.76		

DEPT DEPT NAME	TOTAL	CHECK#	DATE
LIABILITIES	9,915.95		
POLICE	1,874.29		
EMERGENCY MANAGEMENT	13.32		
FIRE	7,016.25		
AMBULANCE	12,520.60		
ROADS, BRIDGES, SIDEWALKS	5,408.67		
STREET LIGHTING	208.93		
GARBAGE	7,083.41		
LIBRARY	1,943.10		
PARKS	2,046.07		
RECREATION	1,958.41		
ECONOMIC DEVELOPMENT	762.00		
MAYOR/COUNCIL/CITY MGR	235.72		
CLERK/TREASURER/ADM	1,294.75		
LEGAL SERVICES/ATTORNEY	14,780.81		
CITY HALL/GENERAL BLDGS	5,507.96		
WATER	12,768.17		
SEWER/SEWAGE DISPOSAL	8,216.35		

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

FUND	FUND NAME	TOTAL	CHECK#	DATE
001	GENERAL	46,619.87		
055	VEHICLE REPLACEMENT-FIRST	12,500.00		
059	PARK OPERATIONS	1,505.92		
110	ROAD USE TAX	2,603.26		
112	EMPLOYEE BENEFITS	4,237.78		
182	LIBRARY TRUST FUND	1,500.01		
183	VM COMMUNITY BETTERMENT	55.00		
600	WATER	14,547.49		
610	SEWER	9,985.43		

CALENDAR 9/2015, FISCAL 3/2016

ACCOUNT TITLE	LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
001 GENERAL	28,708.18	35,024.60	63,701.82	.00	30.96
049 VEHICLE INSPECTION FUND	9,517.93	.00	.00	.00	9,517.93
051 LIBRARY TECHNOLOGY FUND	134.30	.01	.00	.00	134.31
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	12,500.00	.00	1,403.82
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	3,469.21	25.00	.00	.00	3,494.21
059 PARK OPERATIONS	2,590.70-	75.00	3,522.40	.00	6,038.10-
110 ROAD USE TAX	77,473.50	12,484.34	16,155.31	.00	73,802.53
112 EMPLOYEE BENEFITS	94,246.93	2,318.99	6,527.17	.00	90,038.75
119 EMERGENCY FUND	125.63	264.69	.00	.00	390.32
121 LOCAL OPTION SALES TAX	.00	.00	.00	.00	.00
125 TIF-CR ESTATE	208,146.99	14,245.84	.00	.00	222,392.83
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	2,482.34	.00	.00	44,537.34
180 PARK TRUST FUND	33,889.16	.18	.00	.00	33,889.34
181 REC TRUST	143,774.41	.00	.00	.00	143,774.41
182 LIBRARY TRUST FUND	51,055.71	1,445.16	5,812.88	.00	46,687.99
183 VM COMMUNITY BETTERMENT	2,024.03	342.00	55.00	.00	2,311.03
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-	3,881.73	.00	.00	8,745.93-
205 DEBT SERVICE-WATER	.00	.00	.00	.00	.00
213 DEBT SERVICE-LIFT STATI	.00	.00	.00	.00	.00
300 SIDEWALK CAPITAL PROJEC	.00	.00	.00	.00	.00
500 CEMETARY-PERPETUAL CARE	22,500.00	200.00	.00	.00	22,700.00
600 WATER	103,582.10	16,814.34	14,552.39	.00	105,844.05
606 WATER MAIN PROJECT	37,710.29	.00	.00	.00	37,710.29
610 SEWER	3,927.99	12,916.45	12,871.37	.00	3,973.07
612 DEBT SERVICE-SEWER LAGO	.00	.00	.00	.00	.00
Report Total	1,135,812.66	102,520.67	135,698.34	.00	1,102,634.99



CITY OF VAN METER

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

<u><i>Treasurer's Report</i></u>	
Book Balance, Beginning of Month:	\$1,135,812.66
Add: Total Revenues this Month: with transfers	\$102,520.67
Less: Total Expenditures this Month: with transfers	(\$135,698.34)
Add: Δ Liability	\$0.00
Book Balance End of Month:	\$1,102,634.99

<u><i>Bank Reconciliation</i></u>	
Checking Account Balance End of Month:	\$591,269.95
Less: Outstanding Transactions (Cash Report):	(\$13,811.05)
Adjusted Checking Account Balance:	\$577,458.90
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	\$220,832.77
IPAIT – park	\$20,623.69
IPAIT – library	\$17,061.72
IPAIT – library/technology	\$1,187.27
IPAIT TOTAL:	\$259,705.45
Certificate of Deposit/ESB	\$250,000.00
Wells Fargo – savings acc't	\$15,140.64
Total Investments:	\$524,846.09
Total of Bank Statements End of Month	\$1,102,634.99

Difference:	\$0.00
Note(s):	

Verify: Mayor or Mayor Pro Tem:

Submitted at October 12, 2015 meeting: _____
Jake Anderson, City Administrator

QUARTERLY INVESTMENT REPORT – for period 07-01-15 through 09-30-15:

Summary

Transactions: There were no significant transactions to report during the second quarter of the calendar year (or fourth quarter of the fiscal year). Bank charges jumped to \$14.59 in the month of August otherwise have been at zero and interest rates continue to disappoint.

As of 06-30-15 the total cash balance was \$1,102,634.99*; and the cash/investment breakdown is:

Checking/Wells Fargo account – \$577,458.90
Savings/Wells Fargo account - \$15,140.64
IPAIT – public funds – \$220,832.77
IPAIT – library - \$17,061.72
IPAIT-library/technology - \$1,187.27
IPAIT – park trust - \$20,623.69
Petty Cash - \$100.00
Change Fund - \$30.00
Certificate of Deposit – ESB - \$250,000
TOTAL: \$1,102,634.99*

September 28, 2015

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

RE: Crestview Estates

To Whom It May Concern:

Pursuant to the Development Agreement enter into by the City of Van Meter and Crestview Estates No. 1, LLC as of the 9th day of September, 2005, this letter constitutes a certification to the City that the estimated amount of incremental property taxes which will be paid with respect to the certified phases of the project for the fiscal year 2015/2016 in the amount of \$223,856.00 (My Estimate). This will equal a payment of \$60,371.00 payment in June of 2016 (My Estimate) and a payment of \$72,977.00 in December 2016.

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

Sincerely,

A handwritten signature in cursive script that reads "Gene G. Gabus". The signature is written in dark ink and is positioned above the printed name.

Gene G. Gabus
Crestview Estates No. 1, LLC

Lot #	Address	Name	Date	Value	Taxes
93	5015 Bulldog				
94	4975 Bulldog				
95	4955 Bulldog				
96	4920 Kelsey Drive				
97	4910 Bulldog	Jenna Rutledge	7/24/2009	282350	5620
98	4920 Bulldog				
99	4940 Bulldog				
100	4950 Bulldog				
101	4970 Bulldog				
102	5010 Bulldog				
103	5030 Bulldog				
104	5050 Bulldog				
105	5070 Bulldog				
106	5110 Bulldog				
107	5130 bulldog				
108	5150 Bulldog				
109	5170 Bulldog				
110	5210 Bulldog				
111	5230 Bulldog				
112	5250 Bulldog				
113	5270 bulldog				
114	5310 Bulldog				
115	5230 Bulldog				
116	5350 Bulldog				
117	5375 bulldog				
118	5375 Katelyn Ave				
119	5355 Katelyn Ave				
120	5335 Katelyn Ave				
121	5315 Katelyn Ave				
122	5255 Katelyn Ave				
123	5235 Katelyn Ave				
124	5215 Katelyn Ave				
125	2475 Mason Circle	Daniel & Amy Barth	5/16/2006	303900	6062
126	2505 Mason Circle				
127	2510 Mason Circle	Tiffany & Jason Schnell	7/25/2014	273730	2
128	2480 Mason Circle	Jed & Elizabeth Alexander	6/30/2011	326870	6534
129	2775 Webster Circle				
130	2535 Webster Circle				
131	2575 Webster Circle				
132	2580 Webster Circle	Stuart Huntley	12/22/2011	284640	5846
133	2510 Webster Circle				
134	2480 Webster Circle				
135	2475 Winston Circle	Patrick & Staci Braum	10/30/2006	329260	6584
136	2505 Winston Circle				
137	2535 Winston Circle				
138	2575 Winston Circle				

Lot #	Address	Name	Date	Value	Taxes
47	4940 Kelsey Drive				
48	5010 Kelsey Drive	Bryan & Kathryn Weber	9/19/2011	329020	6418
49	5040 Kelsey Drive				
50	5060 Kelsey Drive	Jon & Shelley Dunton	8/4/2008	381500	7470
51	2630 Alex Circle				
52	2625 Alex Circle				
53	2665 Alex Circle	Eric & Shonna Trudo	8/9/2006	288610	5788
54	2680 Jerry Circle				
55	2650 Jerry Circle				
56	2620 Jerry Circle				
57	2615 Jerry Circle	Daniel & Kristine Koster	4/30/2008	324250	6322
58	2645 Jerry Circle				
59	2675 Jerry Circle				
60	2690 Long				
61	2670 Long				
62	2650 Long				
63	2630 Long	Cynthia Weigel	9/1/2014	267560	2
64	2610 Long	David & Tamara Taylor	10/14/2013	268820	4122
65	2550 Long				
66	2530 Long				
67	2510 Long	Alan & Rachel Backstrom	8/21/2007	177610	3468
68	2695 Long	Deron & Amanda Durflinger	8/7/2009	198430	3896
69	2685 Long	Todd & Cindy Levi	3/26/2010	181860	3556
70	2665 Long	Adam & Melinda Coyle	2/12/2010	212510	4186
71	2645 Long	Heidi L. Coburn	7/1/2011	204000	4010
72	2625 Long	Jesse & Sarah Maxwell	11/6/2009	193710	3800
73	2605 Long	Lawrence & Mollie Yazzie	11/11/2012	252860	4878
74	2525 Long	Scott & Clarissa Jones	9/11/2014	240850	2508
75	2505 Long				
76	2510 Tracey	Don & Teresa Boston	8/18/2006	247530	5084
77	2530 Tracey				
78	2550 Tracey				
79	2610 Tracey				
80	2630 Tracey				
81	2660 Tracey				
82	2680 Tracey				
83	2690 Tracey				
84	5235 Bulldog				
85	5215 Bulldog				
86	5175 Bulldog				
87	5155 Bulldog				
88	5135 Bulldog				
89	5115 Bulldog				
90	5075 Bulldog				
91	5055 Bulldog				
92	5035 Bulldog				

Lot #	Address	Name	Date	Value	Taxes
1	2405 Tracey	Bonnie S Lowe	4/2/2007	132070	2462
2	2415 Tracey	Melanie Vivone	9/27/2007	131860	2530
3	2425 Tracey	Joelle Petersen	10/16/2007	132070	2534
4	2435 Tracey	Paula Pasco	12/6/2007	131860	2530
5	2445 Tracey	Barbara Costello	2/28/2008	131860	2530
6	2455 Tracey	Jesse & Michelle Adams	1/25/2008	131860	2530
7	2465 Tracey	Shawn & Angle Hyer	10/16/2006	131860	2530
8	2475 Tracey	Chad & Gina Garrett	2/26/2007	131860	2460
9	2485 Tracey	Jon Petersen	2/17/2010	131860	2530
10	2495 Tracey	Nicholas Ryan	6/29/2007	131860	2708
11	2505 Tracey	MOI Development	11/20/2006	147910	3038
12	2515 Tracey	MOI Development	11/20/2006	148660	3052
13	2525 Tracey	MOI Development	11/21/2006	147660	3052
14	2535 Tracey	MOI Development	11/21/2006	148380	3048
15	2605 Tracey	Tim & Barbara Sandusky	6/7/2011	147630	2854
16	2615 Tracey	MOI Development	11/20/2006	148660	3048
17	2625 Tracey	MOI Development	11/20/2006	147890	3038
18	2635 Tracey	MOI Development	11/20/2006	148650	3052
19	2645 Tracey	Erlin Hart	7/23/2010	148750	2876
20	2655 Tracey	MOI Development	11/21/2006	149080	3062
21	2665 Tracey	Jeremy Mourlam	7/9/2009	148320	2868
22	2675 Tracey	CSI Properties, LLC	10/27/2008	149080	3062
23	2685 Tracey	John & Linda Armstrong	10/22/2008	149900	3078
24	2695 Tracey	Molly Clark	9/10/2008	150660	2916
25	5475 Kelsey Drive				
26	5455 Kelsey Drive				
27	5415 Kelsey Drive				
28	5375 Kelsey Drive				
29	5325 Kelsey Drive				
30	5275 Kelsey Drive	Chris & Megan Warwick	12/13/2013	24170	5014
31	5255 Kelsey Drive				
32	5235 Kelsey Drive				
33	5215 Kelsey Drive	Theresa L. Drummond	5/25/2011	241610	4962
34	5175 Kelsey Drive	Lyndon & Victoria Lyon	7/26/2010	312010	6408
35	5155 Kelsey Drive				
36	5135 Kelsey Drive	Jason & Sharon Jones	2/10/2015	244770	2
37	5115 Kelsey Drive				
38	5075 Kelsey Drive	Lawrence Yazzie	1/9/2015	361830	2
39	5055 Kelsey Drive				
40	5035 Kelsey Drive				
41	5015 Kelsey Drive				
42	4975 Kelsey Drive				
43	4955 Kelsey Drive				
44	4945 Kelsey Drive				
45	4925 Kelsey Drive				
46	4915 Kelsey Drive	Jeff & Darby Brinks	3/11/2014	282270	2

Lot #	Address	Name	Date	Value	Taxes
139	2580 Winston Circle	Jeffrey & Lisa Potthoff	4/30/2010	397100	7976
140	2540 Winston Circle	Michael & Gayle O'brien	11/5/2008	410370	8248
141	2510 Winston Circle	Timothy & Suzanne Fisher	5/25/2006	264500	5184
142	2480 Winston Circle	Allan & Holly Adams	5/22/2006	346350	6866
143	2440 Winston Circle	Todd & Barbara Phillips	8/7/2013	290080	5778
144	2410 Winston Circle	Shawn & Angela Hyer	2/28/2013	280320	5756
145	4920 Katelyn Ave	Seth & Nikkl Van Roekel	5/22/2014	120	2
146	4930 Katelyn Ave	seth Van Roekel	7.24.15	286970	2
147	5010 Katelyn Ave				
148	5030 Katelyn Ave				
149	5050 Katelyn Ave				
150	5070 Katelyn Ave				
151	5110 Katelyn Ave				
152	5130 Katelyn Ave				
153	5150 Katelyn Ave				
154	5170 Katelyn Ave				
155	5210 Katelyn Ave				
156	5230 Katelyn Ave				
157	5250 katelyn Ave				
158	5270 Katelyn Ave	Michelle & Steven Chevalier	1/20/2014	200040	4108
159	5310 Katelyn Ave				
160	5330 Katelyn Ave				
161	5350 Katelyn Ave	Robert Miller	12/4/2014	224740	2
162	5370 Katelyn Ave				
Totals			Taxes for 2014-2016	13137370	223856
Less Low Housing 34.8%					77902
Total Tax Due for TIF					145954

2015/2016 223856.5

60,371.5 in June 2016
72,977.5 in Dec 2016

I believe I have 4 more years to collect on this agreement as my first year was 2009.



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

Sept 4, 2015

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

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

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

Estimated incremental property taxes: 2015

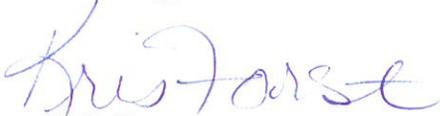
Property Address:	Incremental Taxes:
2401 PINE COURT	\$3,664.00
2413 PINE COURT	\$2,944.00
2417 PINE COURT	\$3,076.00
2421 PINE COURT	\$3,594.00
2425 PINE COURT	\$2,496.00
2429 PINE COURT	\$2,518.00
2433 PINE COURT	\$2,492.00
2437 PINE COURT	\$2,638.00
2441 PINE COURT	\$2,402.00
2445 PINE COURT	\$2,512.00
2449 PINE COURT	\$2,792.00
TOTAL	\$31,128.00

Estimated Development Costs:

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

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

Sincerely,



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

Agenda Item #8 - COPS Grant

Submitted for:

Action

Recommendation:

Approve the Grant and Authorize the Committee to Hire.

Sample Language:

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

Mr. Daggett: *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.*



**Award Document
 COPS Hiring Program**

CFDA - 16.710 – Public Safety Partnership and Community Policing Grants
 Treasury Account Symbol (TAS) 15X0406

Grant Number: 2015UMWX0031
ORI Number: IA046ZZ
OJP Vendor Number: 426037786
Applicant Organization's Legal Name: Van Meter, City of
DUNS Number: 184638252

Law Enforcement Executive: Chief William Daggett
Government Executive: Administrator Jacob Anderson

Award Start Date: 09/01/2015 **Award End Date:** 08/31/2018
Full-Time Officers Funded: 1
New Hires: 1 **Rehires - Scheduled for Lay-Off:** 0
Rehires - Previously Laid Off: 0
Award Amount: \$125,000.00

FY 2015 COPS Hiring Program (CHP) provides funding directly to law enforcement agencies to hire and/or rehire career law enforcement officers in an effort to increase their community policing capacity and crime prevention efforts. CHP grants provide up to 75 percent of the approved entry-level salaries and fringe benefits of full-time officers for a 36-month grant period, with a minimum 25 percent local cash match requirement and a maximum federal share of \$125,000 per officer position.

The Financial Clearance Memorandum (FCM), included in your award package, is incorporated by reference into this Award Document and shall become part of this Award Document. By signing this Award Document, the grantee agrees to abide by all FY 2015 COPS Hiring Program Grant Terms and Conditions; the approved budget in the FCM; and if applicable, the Special Award Conditions and/or High Risk Conditions in the Award Document.

Ronald L. Davis
 Director

Date: 09/22/2015

William Daggett	10/02/2015
Signature of the Law Enforcement Executive/Agency Executive	Date
Jacob Anderson	10/02/2015
Signature of the Government Executive/Financial Officer	Date

False statements or claims made in connection with COPS grants may result in fines, imprisonment, debarment from participating in federal grants or contracts, and/or any remedy available by law to the Federal Government.

U. S. Department of Justice
Office of Community Oriented Policing Services
2015 COPS Hiring Program Grant Terms and Conditions

By signing the Award Document to accept this COPS Hiring Program (CHP) grant, the grantee agrees to abide by the following grant terms and conditions:

1. **Grant Owner's Manual.** The grantee agrees to comply with the terms and conditions in the 2015 COPS Hiring Program Grant Owner's Manual; COPS statute (42 U.S.C. §. 3796dd, et seq.); the requirements of 2 C.F.R. Part 200 (Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards) as adopted by the Department of Justice in 2 C.F.R. § 2800.101; 48 CFR Part 31 (FAR Part 31) as applicable (governing cost principles and procedures); representations made in the CHP grant application; and all other applicable program requirements, laws, orders, regulations, or circulars.
2. **Assurances and Certifications.** The grantee acknowledges its agreement to comply with the Assurances and Certifications forms that were signed as part of its CHP application.
3. **Allowable Costs.** The funding under this project is for the payment of approved full-time entry-level salaries and fringe benefits over three years (for a total of 36 months of funding), up to a maximum federal share of \$125,000 per officer position for career law enforcement officer positions hired and/or rehired on or after the official grant award start date. Any salary and fringe benefit costs higher than entry-level that your agency pays a CHP-funded officer must be paid with local funds.

Your agency is required to use CHP grant funds for the specific hiring categories awarded. Funding under this program may be used for the following categories:

- a. Hiring new officers, which includes filling existing officer vacancies that are no longer funded in your agency's budget;
- b. Rehiring officers laid off by any jurisdiction as a result of state, local, or Bureau of Indian Affairs (BIA) budget reductions; and/or
- c. Rehiring officers who were, at the time of grant application, scheduled to be laid off (by your jurisdiction) on a specific future date as a result of state, local, or BIA budget reductions.

If your agency's local fiscal conditions have changed and your agency needs to change one or more of the funded hiring categories, your agency should request a post-award grant modification and receive prior approval before spending CHP funding under the new category.

The Financial Clearance Memorandum (FCM), included in your award package, specifies the amount of CHP funds awarded to your agency. You should carefully review your FCM, which contains the final officer salary and fringe benefit categories and amounts for which your agency was approved. Please note that the salary and fringe benefit costs requested in your CHP application may have been adjusted or removed. Your agency may only be reimbursed for the approved cost categories that are documented within the FCM, up to the amounts specified in the FCM. **Your agency may not use CHP funds for any costs that are not identified as allowable in the Financial Clearance Memorandum.**

Only actual allowable costs incurred during the grant award period will be eligible for reimbursement and drawdown. If your agency experiences any cost savings over the course of the grant (for example, your grant application overestimated the total entry-level officer salary and fringe benefits package), your agency may not use that excess funding to extend the length of the grant beyond 36 months. Any funds remaining after your agency has drawn down for the costs of approved salaries and fringe benefits incurred for each awarded position during the 36-month funding period will be deobligated during the closeout process, and should not be spent by your agency.

4. **Local Match.** Grantees are required to contribute a local match of at least 25 percent towards the total cost of the approved grant project, unless waived in writing by the COPS Office. The local match must be a cash match from funds not previously budgeted for law enforcement purposes and must be paid during the grant award period. The local match contribution must be made on an increasing basis during each year of the three-year grant period, with the federal share decreasing accordingly.
5. **Supplementing, Not Supplanting.** State, local, or BIA funds budgeted to pay for sworn officer positions irrespective of the receipt of CHP grant funds may not be reallocated to other purposes or refunded as a result of a CHP grant being awarded. Non-federal funds must remain available for and devoted to that purpose, with CHP funds supplementing those non-federal funds. Funding awarded cannot be obligated until after the grant award start date. This means that CHP funds cannot be applied to any agency cost or obligation incurred prior to the award start date. In addition, your agency must take active and timely steps pursuant to its standard procedures to fully fund law enforcement costs already budgeted as well as fill all locally-funded vacancies resulting from attrition during the life of the grant.
6. **Retention.** At the time of grant application, your agency committed to retaining all sworn officer positions awarded under the CHP grant with state and/or local funds for a minimum of 12 months following the conclusion of 36 months of federal funding for each position, over and above the number of locally-funded sworn officer positions that would have existed in the absence of the grant. Your agency cannot satisfy the retention requirement by using CHP-funded positions to fill locally-funded vacancies resulting from attrition.
7. **Extensions.** Your agency may request an extension of the grant award period to receive additional time to implement your grant program. Such extensions do **not** provide additional funding. Grants may be extended a maximum of 36 months beyond the initial award expiration date. Any request for an extension beyond 36 months will be evaluated on a case-by-case basis. Only those grantees that can provide a reasonable justification for delays will be granted no-cost extensions. Reasonable justifications may include difficulties in filling COPS-funded positions, officer turnover, or other circumstances that interrupt the 36-month grant funding period. An extension allows your agency to compensate for such delays by providing additional time to complete the full 36 months of funding for each position awarded. **Extension requests must be received prior to the end date of the award.**

8. **Modifications.** During the CHP grant award period, it may become necessary for an agency to modify its CHP grant award due to changes in an agency's fiscal or law enforcement situation. Modification requests should be submitted to the COPS Office when an agency determines that it will need to shift officer positions awarded in one hiring category into a different hiring category, reduce the total number of positions awarded, shift funds among benefit categories, and/or reduce the entry-level salary and fringe benefit amounts. For example, an agency may have been awarded CHP grant funding for ten new, additional full-time sworn officer positions, but due to severe fiscal distress/constraints, the agency determines it is unable to sustain all ten positions and must reduce its request to five full-time positions; or an agency may have been awarded CHP grant funding for two new, additional sworn officer positions, but due to fiscal distress/constraints the agency needs to change the hiring category from the new hire category to the rehire category for officers laid off or scheduled for lay-off on a specific future date post-application. Grant modifications under CHP are evaluated on a case-by-case basis. The COPS Office will only consider a modification request after an agency makes

U. S. Department of Justice
Office of Community Oriented Policing Services
2015 COPS Hiring Program Grant Terms and Conditions

final, approved budget and/or personnel decisions. An agency may implement the modified grant award following written approval from the COPS Office. Please be aware that the COPS Office will not approve any modification request that results in an increase of federal funds.

9. **Evaluations.** The COPS Office may conduct monitoring or sponsor national evaluations of the COPS Hiring Program. The grantee agrees to cooperate with the monitors and evaluators.
 10. **Reports/Performance Goals.** To assist the COPS Office in monitoring and tracking the performance of your award, your agency will be responsible for submitting quarterly programmatic progress reports that describe project activities during the reporting period and quarterly Federal Financial Reports using Standard Form 425 (SF-425). The progress report is used to track your agency's progress toward implementing community policing strategies and to collect data to gauge the effectiveness of increasing your agency's community policing capacity through COPS funding.
 11. **Federal Civil Rights Laws.** As a condition of receipt of federal financial assistance, you acknowledge and agree that you will not (and will require any subgrantees, contractors, successors, transferees, and assignees not to), on the grounds of race, color, religion, national origin (which includes providing limited-English proficient persons meaningful access to your programs), sex, disability or age, unlawfully exclude any person from participation in, deny the benefits of, or employment to any person, or subject any person to discrimination in connection with any programs or activities funded in whole or in part with federal funds. These civil rights requirements are found in the non-discrimination provisions of Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. § 2000d); the Omnibus Crime Control and Safe Streets Act of 1968, as amended (42 U.S.C. § 3789d); Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794); the Age Discrimination Act of 1975 (42 U.S.C. § 6101, et seq.); Title IX of the Education Amendments of 1972, as amended (20 U.S.C. § 1681, et seq.); and the corresponding DOJ regulations implementing those statutes at 28 C.F.R. Part 42 (subparts C, D, E, G, and I). You also agree to comply with Executive Order 13279 Equal Treatment for Faith-Based Organizations and its implementing regulations at 28 C.F.R. Part 38, which requires equal treatment of religious organizations in the funding process and non-discrimination of beneficiaries by Faith-Based Organizations on the basis of belief or non-belief.
 12. **Equal Employment Opportunity Plan (EEO).** All recipients of funding from the COPS Office must comply with the federal regulations pertaining to the development and implementation of an Equal Employment Opportunity Plan (28 C.F.R. Part 42 subpart E).
 13. **Grant Monitoring Activities.** Federal law requires that law enforcement agencies receiving federal funding from the COPS Office must be monitored to ensure compliance with their grant conditions and other applicable statutory regulations. The COPS Office is also interested in tracking the progress of our programs and the advancement of community policing. Both aspects of grant implementation—compliance and programmatic benefits—are part of the monitoring process coordinated by the U.S. Department of Justice. Grant monitoring activities conducted by the COPS Office include site visits, office-based grant reviews, alleged noncompliance reviews, financial and programmatic reporting, and audit resolution. As a CHP grantee, you agree to cooperate with and respond to any requests for information pertaining to your grant.
 14. **Employment Eligibility.** The grantee agrees to complete and keep on file, as appropriate, a Bureau of Citizenship and Immigration Services Employment Eligibility Verification Form (I-9). This form is to be used by recipients of federal funds to verify that persons are eligible to work in the United States.
 15. **Community Policing.** Community policing activities to be initiated or enhanced by your agency and the officers funded by this grant program were identified and described in your CHP grant application. In Sections VI(A) and (B) your agency developed a community policing plan for the CHP grant with specific reference to a crime or disorder problem and the following elements of community policing: a) problem solving—your agency's plan to assess and respond to the problem identified; b) community partnerships and support, including related governmental and community initiatives that complement your agency's proposed use of CHP funding; and c) organizational transformation—how your agency will use the funds to reorient its mission to community policing or enhance its involvement in and commitment to community policing. Throughout the CHP grant period your agency is required to implement the community policing plan it set forth in the CHP grant application.
- The COPS Office defines community policing as a philosophy that promotes organizational strategies, which support the systematic use of partnerships and problem-solving techniques, to proactively address the immediate conditions that give rise to public safety issues such as crime, social disorder, and fear of crime. CHP grants through the specific officers funded (or an equal number of redeployed veteran officers) must be used to initiate or enhance community policing activities. All newly hired, additional or rehired officers (or an equal number of redeployed veteran officers) funded under CHP must implement your agency's approved community policing plan, which you described in your grant application.
16. **Community Policing Self Assessment Tool (CP-SAT).** The COPS Office will require your agency to complete the Community Policing Self Assessment Tool (CP-SAT) twice within the grant period, at the beginning and again towards the end of your grant period.
 17. **Contracts with Other Jurisdictions.** Grantees that provide law enforcement services to another jurisdiction through a contract must ensure that officers funded under this grant do not service the other jurisdiction, but will only be involved in activities or perform services that exclusively benefit the grantee's own jurisdiction.
 18. **False Statements.** False statements or claims made in connection with COPS grants may result in fines, imprisonment, or debarment from participating in federal grants or contracts, and/or any other remedy available by law.
 19. **Additional High-Risk Grantee Requirements.** The recipient agrees to comply with any additional requirements that may be imposed during the grant performance period if the awarding agency determines that the recipient is a high-risk grantee (Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. § 200.207 as adopted by the Department of Justice in 2 C.F.R. § 2800.101).
 20. **System for Award Management (SAM) and Universal Identifier Requirements.**

The Office of Management and Budget requires federal agencies to include the following standard award term in all grants and cooperative agreements made on or after October 1, 2010:

U. S. Department of Justice
Office of Community Oriented Policing Services
2015 COPS Hiring Program Grant Terms and Conditions

A. Requirement for System for Award Management (SAM) Registration

Unless you are exempted from this requirement under 2 C.F.R. Part 25.110, you as the recipient must maintain the currency of your information in the SAM until you submit the final financial report required under this award or receive the final payment, whichever is later. This requires that you review and update the information at least annually after the initial registration, and more frequently if required by changes in your information or another award term.

B. Requirement for Data Universal Numbering System (DUNS) Numbers

If you are authorized to make subawards under this award, you:

1. Must notify potential subrecipients that no entity (see definition in paragraph C of this award term) may receive a subaward from you unless the entity has provided its DUNS number to you.
2. May not make a subaward to an entity unless the entity has provided its DUNS number to you.

C. Definitions

For purposes of this award term:

1. *System for Award Management (SAM)* means the federal repository into which an entity must provide information required for the conduct of business as a recipient. Additional information about registration procedures may be found at the SAM Internet site at www.sam.gov.
2. *Data Universal Numbering System (DUNS) number* means the nine- or thirteen-digit number established and assigned by Dun and Bradstreet, Inc. (D&B) to uniquely identify business entities. A DUNS number may be obtained from D&B by telephone (currently 866.705.5711) or the Internet at <http://fedgov.dnb.com/webform>.
3. *Entity*, as it is used in this award term, means all of the following, as defined at 2 C.F.R. Part 25, subpart C:
 - a. A governmental organization, which is a state, local government, or Indian Tribe;
 - b. A foreign public entity;
 - c. A domestic or foreign non-profit organization;
 - d. A domestic or foreign for-profit organization; and
 - e. A federal agency, but only as a subrecipient under an award or subaward to a non-federal entity.
4. *Subaward*:
 - a. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible subrecipient.
 - b. The term does not include your procurement of property and services needed to carry out the project or program (for further explanation, see Sec. ____210 of the attachment to OMB Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations").
 - c. A subaward may be provided through any legal agreement, including an agreement that you consider a contract.
5. *Subrecipient* means an entity that:
 - a. Receives a subaward from you under this award; and
 - b. Is accountable to you for the use of the federal funds provided by the subaward.

21. **Reporting Subaward and Executive Compensation.** The Office of Management and Budget requires federal agencies to include the following standard award term in all grants and cooperative agreements made on or after October 1, 2010:

a. Reporting of first-tier subawards.

1. *Applicability.* Unless you are exempt as provided in paragraph d. of this award term, you must report each action that obligates \$25,000 or more in federal funds that does not include Recovery funds (as defined in section 1512(a)(2) of the American Recovery and Reinvestment Act of 2009, Pub. L. 111-5) for a subaward to an entity (see definitions in paragraph e. of this award term).
2. *Where and when to report.*
 - i. You must report each obligating action described in paragraph a.1. of this award term to www.fsr.gov.
 - ii. For subaward information, report no later than the end of the month following the month in which the obligation was made. (For example, if the obligation was made on November 7, 2010, the obligation must be reported by no later than December 31, 2010.)
3. *What to report.* You must report the information about each obligating action that the submission instructions posted at www.fsr.gov specify.

b. Reporting Total Compensation of Recipient Executives.

1. *Applicability and what to report.* You must report total compensation for each of your five most highly compensated executives for the preceding completed fiscal year, if—
 - i. the total federal funding authorized to date under this award is \$25,000 or more;
 - ii. in the preceding fiscal year, you received—
 - (A) 80 percent or more of your annual gross revenues from federal procurement contracts (and subcontracts) and federal financial assistance subject to the Transparency Act, as defined at 2 C.F.R. Part 170.320 (and subawards); and
 - (B) \$25,000,000 or more in annual gross revenues from federal procurement contracts (and subcontracts) and federal financial assistance subject to the Transparency Act, as defined at 2 C.F.R. Part 170.320 (and subawards); and
 - iii. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at www.sec.gov/answers/excomp.htm.)
2. *Where and when to report.* You must report executive total compensation described in paragraph b.1 of this award term:

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- i. As part of your registration profile at www.sam.gov.
- ii. By the end of the month following the month in which this award is made, and annually thereafter.

c. Reporting of Total Compensation of Subrecipient Executives.

1. *Applicability and what to report.* Unless you are exempt as provided in paragraph d. of this award term, for each first-tier subrecipient under this award, you shall report the names and total compensation of each of the subrecipient's five most highly compensated executives for the subrecipient's preceding completed fiscal year, if—
 - i. in the subrecipient's preceding fiscal year, the subrecipient received—
 - (A) 80 percent or more of your annual gross revenues from federal procurement contracts (and subcontracts) and federal financial assistance subject to the Transparency Act, as defined at 2 C.F.R. Part 170.320 (and subawards); and
 - (B) \$25,000,000 or more in annual gross revenues from federal procurement contracts (and subcontracts) and federal financial assistance subject to the Transparency Act, as defined at 2 C.F.R. Part 170.320 (and subawards); and
 - ii. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at www.sec.gov/answers/execomp.htm.)
2. *Where and when to report.* You must report subrecipient executive total compensation described in paragraph c.1. of this award term:
 - i. To the recipient.
 - ii. By the end of the month following the month during which you make the subaward. For example, if a subaward is obligated on any date during the month of October of a given year (i.e., between October 1 and 31), you must report any required compensation information of the subrecipient by November 30 of that year.

d. Exemptions

If, in the previous tax year, you had gross income, from all sources, under \$300,000, you are exempt from the requirements to report:

- i. Subawards, and
- ii. The total compensation of the five most highly compensated executives of any subrecipient.

e. Definitions. For purposes of this award term:

1. *Entity* means all of the following, as defined in 2 C.F.R. Part 25:
 - i. A governmental organization, which is a state, local government, or Indian Tribe;
 - ii. A foreign public entity;
 - iii. A domestic or foreign non-profit organization;
 - iv. A domestic or foreign for-profit organization;
 - v. A federal agency, but only as a subrecipient under an award or subaward to a non-federal entity.
2. *Executive* means officers, managing partners, or any other employees in management positions.
3. *Subaward*:
 - i. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible subrecipient.
 - ii. The term does not include your procurement of property and services needed to carry out the project or program (for further explanation, see Sec. _____.210 of the attachment to OMB Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations").
 - iii. A subaward may be provided through any legal agreement, including an agreement that you or a subrecipient considers a contract.
4. *Subrecipient* means an entity that:
 - i. Receives a subaward from you (the recipient) under this award; and
 - ii. Is accountable to you for the use of the federal funds provided by the subaward.
5. *Total compensation* means the cash and noncash dollar value earned by the executive during the recipient's or subrecipient's preceding fiscal year and includes the following (for more information see 17 C.F.R. Part 229.402(c)(2)):
 - i. *Salary and bonus.*
 - ii. *Awards of stock, stock options, and stock appreciation rights.* Use the dollar amount recognized for financial statement reporting purposes with respect to the fiscal year in accordance with the Statement of Financial Accounting Standards No. 123 (Revised 2004) (FAS 123R), Shared Based Payments.
 - iii. *Earnings for services under non-equity incentive plans.* This does not include group life, health, hospitalization or medical reimbursement plans that do not discriminate in favor of executives, and are available generally to all salaried employees.
 - iv. *Change in pension value.* This is the change in present value of defined benefit and actuarial pension plans.
 - v. *Above-market earnings on deferred compensation that is not tax-qualified.*
 - vi. Other compensation, if the aggregate value of all such other compensation (e.g. severance, termination payments, value of life insurance paid on behalf of the employee, perquisites or property) for the executive exceeds \$10,000.

22. **Debarment and Suspension.** The recipient agrees not to award Federal funds under this program to any party which is debarred or suspended from participation in Federal assistance programs.

23. **Duplicative Funding.** The recipient understands and agrees to notify the COPS Office if it receives, from any other source, funding for the same item or service also funded under this award.

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24. **Whistleblower Protection.** The recipient agrees not to discharge, demote, or otherwise discriminate against an employee as reprisal for the employee disclosing information that he/she reasonably believes is evidence of gross mismanagement of a Federal contract or grant, a gross waste of Federal funds, an abuse of authority relating to a Federal contract or grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a Federal contract (including the competition for or negotiation of a contract) or grant. The recipient also agrees to provide to their employees in writing (in the predominant native language of the workforce) of the rights and remedies provided in 41 U.S.C. § 4712. Please see Appendix F in the Grant Owner's Manual for a full text of the statute.
25. **Mandatory Disclosure.** Recipients and subrecipients must timely disclose in writing to the COPS Office or pass-through entity, as applicable, all federal criminal law violations involving fraud, bribery, or gratuity that may potentially affect the awarded federal funding. Failure to make required disclosures can result in any of the remedies, including suspension and debarment, described in the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. § 200.338 as adopted by the Department of Justice in 2 C.F.R. § 2800.101.
26. **Conflict of Interest.** Federal awardees and subawardees must disclose in writing to the COPS Office or pass-through entity, as applicable, any potential conflict of interest affecting the awarded federal funding in accordance with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. § 200.112 as adopted by the Department of Justice in 2 C.F.R. § 2800.101.
27. **Contract Provisions.** All contracts made by the recipients under the Federal award must contain the provisions required under 2 C.F.R. Part 200, Appendix II to Part 200 – Contract Provisions for Non-Federal Entity Contracts Under Federal Awards, as adopted by the Department of Justice in 2 C.F.R. § 2800.101. Please see Appendix G in the Grant Owner's Manual for a full text of the contract provisions.
28. **Restrictions on Internal Confidentiality Agreements.** No recipient or subrecipient under this award, or entity that receives a contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts the lawful reporting of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

Award Document Supplement

2015 COPS Hiring Program (CHP)

By signing the Award Document to accept this COPS Hiring Program (CHP) grant, the grantee agrees to abide by the following Special Award Conditions and/or High Risk Conditions:

Special Award Conditions

Advancing Department of Justice Priority Crime Problem Awards

Your agency has been selected for a COPS Hiring Program (CHP) grant to address a particular Department of Justice priority crime problem/focus area, based specifically on your CHP grant application's community policing strategy to improve your agency's public safety response to the critical issues of School Based Policing through School Resource Officers (SRO), Gun Violence, Homeland Security, Building Trust or Homicide Reduction.

Please be advised that, in accepting this grant, your agency is agreeing to this Special Condition to its CHP grant award that requires your agency's COPS-funded officers (or an equivalent number of locally-funded officers) to initiate or enhance your agency's community policing strategy to address one of the priority crime problem identified above. By signing the 2015 CHP grant award, your agency understands and agrees to the following:

- Your agency will implement the one specific community policing strategy identified in your CHP grant application;
- Your agency will address its specific priority crime problem throughout the entire CHP grant period;
- Your agency will implement any organizational changes identified in its CHP grant application in Section 6B, Questions 12 and 13;
- Your agency will cooperate with any grant monitoring by the COPS Office to ensure that it is initiating or enhancing its community policing efforts to address its priority crime problem, which may include your agency having to respond to additional or modified reporting requirements.

Memorandum of Understanding Requirement

(School Based Policing through School Resource Officers Focus Area Only)

By signing the 2015 CHP grant award, grantees using CHP funding to hire and/or deploy School Resource Officers into schools understand and agree to the following:

- Your agency must submit a signed Memorandum of Understanding (MOU) between the law enforcement agency and the school partner(s) to the COPS Office. The MOU must be submitted to the COPS Office within 90 days of the date shown on the award congratulatory letter.
- Your agency's MOU must contain the following information:

- The purpose of the MOU
- Clearly defined roles and responsibilities of the school district and the law enforcement agency, focusing officers' roles on safety
- Information sharing
- Supervision responsibility and chain of command for the SRO
- Signatures

Note: Please refer to the MOU Fact Sheet for a detailed explanation of the requirements under each of the bullets.

- Your agency's implementation of the CHP grant without submission of the required MOU within the 90 day timeframe may result in expenditures not being reimbursed by the COPS Office and/or award de-obligation.



Memorandum

COPS Hiring Program (CHP)

To: Chief William Daggett
Van Meter, City of

Re: COPS Hiring Program Financial Clearance Memo
A financial analysis of budgeted costs has been completed. Costs under this award appear reasonable, allowable, and consistent with existing guidelines. Exceptions / Adjustments are noted below.

ORI #: IA046ZZ

Grant #: 2015UMWX0031

Total Officers Awarded: 1

	Year 1 – Approved Costs Per Entry-level Officer	Year 2 – Approved Costs Per Entry-level Officer	Year 3 – Approved Costs Per Entry-level Officer
Base Salary Information:	\$42,000.00	\$43,260.00	\$44,558.00
Fringe Benefits	\$13,845.80	\$14,066.17	\$14,293.18
Social Security:	\$2,604.00	\$2,682.12	\$2,762.60
Medicare:	\$609.00	\$627.27	\$646.09
Health Insurance:	\$6,500.00	\$6,500.00	\$6,500.00
Life Insurance:	\$0.00	\$0.00	\$0.00
Vacation:	\$0.00	\$0.00	\$0.00
Sick Leave:	\$0.00	\$0.00	\$0.00
Retirement:	\$4,132.80	\$4,256.78	\$4,384.49
Worker's Compensation:	\$0.00	\$0.00	\$0.00
Unemployment Insurance:	\$0.00	\$0.00	\$0.00
Other Costs:	\$0.00	\$0.00	\$0.00
Total Per Year:	\$55,845.80	\$57,326.17	\$58,851.18

Officer Costs:

Project Costs Per Officer:		Grand Total Project Costs:	
Salaries and Fringe Benefits:	\$172,023.00	Salaries and Fringe Benefits:	\$172,023.00
Federal Share:	\$125,000.00	Federal Share:	\$125,000.00
Applicant Share:	\$47,023.00	Applicant Share:	\$47,023.00

Waiver Granted: No

Budget Cleared Date: 09/22/2015

Overall Comments:

A financial analysis of budget costs has been completed, and this Financial Clearance Memorandum (FCM) reflects the amount of federal funds awarded to your agency for officer salaries and approved benefits. Please note that the salary and benefit costs requested in your original application may have been updated or corrected from the original version submitted to COPS. You should carefully review your FCM. The FCM contains the final officer salary and fringe benefit categories and amounts for which your agency was approved. You will note that some costs may have been adjusted or removed. Your agency may only be reimbursed for the approved cost categories that are documented within the FCM. Fringe benefits already reflected in the base salary may not be drawn down individually under Fringe Benefits.



U.S. DEPARTMENT OF JUSTICE
OFFICE OF COMMUNITY ORIENTED POLICING SERVICES
145 N Street, N.E., Washington, DC 20530

COPS

October 1, 2015

Administrator Jacob Anderson
Van Meter, City of
505 Grant Street P.O. Box 160
Van Meter, IA 50261

Chief William Daggett
Van Meter, City of
505 Grant Street P.O. Box 160
Van Meter, IA 50261

Subject: COPS Hiring Program Grant# 2015UMWX0031
ORI#: IA046ZZ

Dear Administrator Anderson and Chief Daggett:

Congratulations on your agency's award for 1 officer position(s) and \$125,000.00 in federal funds over a three-year grant period under the 2015 COPS Hiring Program (CHP). The local cash match required for this award will be \$47,023.00. Your agency may use CHP grant funding to hire new officers or rehire officers who have been laid off, or are scheduled to be laid off on a specific future date, as a result of local budget reductions, on or after the official grant award start date. Please note that any changes to the awarded hiring categories require an official review and approval by the COPS Office.

A list of conditions that apply to your grant is included on your grant Award Document and Award Document Supplement, if applicable. A limited number of agencies may be subject to an Additional Award Notification as a result of an ongoing federal civil rights investigation or other grant review or audit of your agency by the Department of Justice. If applicable to your agency, the Additional Award Notification is included at the end of this letter and is incorporated by reference as part of this letter. In addition, a limited number of agencies may be subject to Special Conditions as a result of high risk designation or other unique circumstances. If applicable to your agency, these Special Conditions will be found in an Award Document Supplement in your award package. You should read and familiarize yourself with these conditions.

To officially accept your grant, the award document must be signed electronically via the Account Access link on the COPS website at <http://www.cops.usdoj.gov> within 90 days from the date of this letter.

The official start of your grant is September 1, 2015. Therefore, you can be reimbursed for allowable and approved expenditures made on or after this date. Please carefully review the Financial Clearance Memorandum (FCM) included in your award package to determine your approved budget, as some of your requested items may not have been approved by the COPS Office during the budget review process, and grant funds may only be used for approved items. The FCM will specify the final award amount, and will also identify any disallowed costs.

Supplemental online award information for 2015 COPS CHP grantees can be found at <http://www.cops.usdoj.gov/Default.asp?Item=2367>. We strongly encourage you to visit this site immediately to access a variety of important and helpful documents that will assist you with the implementation of your grant, including the 2015 CHP Grant Owner's Manual, which specifies the programmatic and financial terms, conditions, and requirements of your grant. In addition, the above website link includes the forms and instructions necessary to begin drawing down funds for your grant. Please print out a copy of your application and maintain it with your grant file records.

Once again, congratulations on your 2015 CHP award. If you have any questions about your grant, please do not hesitate to call your Grant Program Specialist through the COPS Office Response Center at 1.800.421.6770.

Sincerely,

Ronald L. Davis
Director



Additional Award Notification

Agenda Item #9 - REAP Grant

Submitted for:

Action

Recommendation:

Approve and Accept the Grant

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.*



REAP GRANT APPLICATION

1. GRANT PROGRAM

- Private/Public Open Space County Conservation City Parks and Open Spaces

(For Private/Public - Name of DNR Field Staff involved in project:)

2. APPLICATION CONTACT

APPLICANT: City of Van Meter CONTACT PERSON: Alex Brayton, Parks Director

EMAIL: abrayton@vanmeteria.gov TELEPHONE: 515.996.2644

APPLICANT MAILING ADDRESS: 3100 Mill St., PO Box 160 CITY & ZIP CODE: Van Meter, Iowa 50261

PROJECT 911 ADDRESS (if available): 700 Debra Drive COUNTY: Dallas

LATITUDE/LONGITUDE COORDINATES: 41.536752, -93.956055

(To find Lat/Long Coordinates: Go to [Google Map](#). Right-click on the *primary public access point* for the project. Select **What's here?** In the search box at the top of the page, the coordinates will appear.)

3. PROJECT DESCRIPTION & COSTS

a. TITLE: Van Meter Recreation Complex Raccoon River Access

b. PROJECT SUMMARY: (Maximum of 75 words summarizing the REAP Grant request)

The City of Van Meter will develop a section of the south bank of the Raccoon River the flows through the north part of the city. This development will include river access for Raccoon River Water Trail users, parking, a walking trail from the boat ramp to the confluence of the North and Middle Raccoon Rivers, stream bank stabilization, signage, and other investments on City-owned property in and near the boundaries of Van Meter.

c. TYPE OF PROJECT AND COSTS: (For activities associated with this grant request only).

- Land acquisition* Costs related to land acquisition: \$ 0
- Development Costs related to development: \$ 123,000
- Other, please describe: _____ Costs related to other activities: \$ 0

AMOUNT OF REAP GRANT REQUESTED: \$ 75,000

d. Amount of local or match money*: \$48,000

*25% minimum match is required for Private/Public Program only. No match is required for city and county grants.

4. PROJECT TIMELINE

a. Is the project a portion of a larger, overall project to be implemented over a multi-year period?

- No Yes, Number of years: 2 Estimated overall cost: \$750,000

b. ESTIMATED PROJECT DATES

Start: April 2016 Completion: October 2017

5. ACQUISITION SCHEDULE (Acquisition Projects Only)

Code*	Parcel Number on Map or Photo	# of Acres	Estimated Date of Acquisition	Average Price Per Acre	Estimated Value of Land Acquisition without incidentals	Estimated Value of Existing Improvements to be Acquired	Total Cost	
TOTAL						TOTAL		
Parcels & Acres						Appraisal Costs		
							Survey Costs	
							Other Incidental Costs	
							Grant Total Land Acquisition Cost	
							Overall Cost per Acre Including Incidental	

- *Code:
 1. Negotiated Purchase
 2. Condemnation
 3. Donation

6. SIGNATURES

Upon signing in the space provided below, the applicant agrees to conform with the requirements in the following two paragraphs pertaining to ADA/Section 504 accessibility guidelines and civil rights assurance. (City and County Projects Only)

ASSURANCE OF COMPLIANCE WITH AMERICANS WITH DISABILITIES AND CIVIL RIGHTS ACTS

I, the undersigned, certify that the City of Van Meter has reviewed Section 504 of the Rehabilitation Act of 1975, Title II of the American with Disabilities Act of 1990, the Age Discrimination Act of 1975, Title VI of the Civil Rights Act of 1964, and the Iowa Civil Rights Act of 1965, each Act as amended, and agrees to abide by all requirements from the Acts, associated regulations, guidance documents, and to any other related requirement imposed by federal or state law or the Iowa Department of Natural Resources, related to this project. Applicant-Recipient further agrees and gives full assurance that it will immediately take any and all measures necessary to effectuate the referenced laws and shall not, on the basis of race, color, creed, national origin, age, physical or mental ability, sex, sexual orientation, gender identity, religion, or retaliation, allow any person to be excluded from participation in, be denied the benefits of, or otherwise subject to discrimination under or from any project or activity undertaken by the Applicant-Recipient for which the Applicant-Recipient receives REAP grant dollars or other assistance from the Iowa Department of Natural Resources.

This assurance is binding on the Applicant-Recipient, its successors, transferees, and assignees, and the person or persons whose signature appears below are authorized to sign this assurance on behalf of the Applicant-Recipient.

Allen B. Adams
 Applicant's Signature and Date

Mayor
 Applicant's Title

PRIVATE/PUBLIC GRANTS ONLY

Applicant's Signature and Date

Applicant's Title

CITY COUNCIL OR COUNTY CONSERVATION BOARD APPROVAL (City and County Projects Only)

I, the undersigned, certify that the city council of _____ or _____ County Conservation Board has on the date of _____ reviewed this proposed project and approved its submittal for Resource Enhancement and Protection (REAP) grant consideration.

Allen B. Adams, Mayor
Signature of Mayor or County Conservation Board Chair

8-10-2015
Date

COUNTY RESOURCE ENHANCEMENT COMMITTEE REVIEW/COMMENTS (Required for all grants) I, the undersigned, verify that the _____ County Resource Enhancement Committee reviewed the proposed project for which this application is submitted. If the committee provided comments, a summary of those comments has been signed and dated by me and attached to this application.

Mike Wallace
Signature of Chair, County Resource Enhancement Committee

8-12-2015
Date

For information on County REAP Committees, visit the [REAP County Committee webpage](#).

MINORITY IMPACT STATEMENT (Required for all grants)

Pursuant to 2008 Iowa Acts, HF 2393, Iowa Code Section 8.11, all grant applications submitted to the State of Iowa which are due beginning January 1, 2009 shall include a Minority Impact Statement. This is the state's mechanism to require grant applicants to consider the potential impact of the grant project's proposed programs or policies on minority groups.

Please choose the statement(s) that pertains to this grant application. Complete all the information requested for the chosen statement(s).

- The proposed grant project programs or policies could have a disproportionate or unique **positive** impact on minority persons.
 - Describe the positive impact expected from this project:
 - Indicate which group is impacted:

<input type="checkbox"/> Women	<input type="checkbox"/> Latinos	<input type="checkbox"/> American Indians
<input type="checkbox"/> Persons with a Disability	<input type="checkbox"/> Asians	<input type="checkbox"/> Alaskan Native Americans
<input type="checkbox"/> Blacks	<input type="checkbox"/> Pacific Islanders	<input type="checkbox"/> Other

- The proposed grant project programs or policies could have a disproportionate or unique **negative** impact on minority persons.
 - Describe the negative impact expected from this project:
 - Present the rationale for the existence of the proposed program or policy:
 - Provide evidence of consultation of representatives of the minority groups impacted:
 - Indicate which group is impacted:

<input type="checkbox"/> Women	<input type="checkbox"/> Latinos	<input type="checkbox"/> American Indians
<input type="checkbox"/> Persons with a Disability	<input type="checkbox"/> Asians	<input type="checkbox"/> Alaskan Native Americans
<input type="checkbox"/> Blacks	<input type="checkbox"/> Pacific Islanders	<input type="checkbox"/> Other

- The proposed grant project programs or policies are **not expected to have** a disproportionate or unique impact on minority persons.

Present the rationale for determining no impact:

I hereby certify that the information on this form is complete and accurate, to the best of my knowledge:

Allen B. Adams
Applicant's Signature and Date

Mayor
Applicant's Title

DEFINITIONS

"Disability" as defined in Iowa Code § 15.201(12)"b"(1) means "with respect to an individual, a physical or mental impairment that substantially limits one or more of the major life activities of the individual, a record of physical or mental impairment that substantially limits one or more of the major life activities of the individual, or being regarded as an individual with a physical or mental impairment that substantially limits one or more of the major life activities of the individual. "Disability" does not include any of the following:

I. Project Location

The Van Meter Recreation Complex/Raccoon River Access is located on the north edge of the corporate limits of Van Meter in southern Dallas County in central Iowa. The basic legal description for this parcel is E1/2 SE & NE NW SE LYG S OF RIVER & N OF RR ROW. The address to best access the park is 700 Debra Drive and located behind the Casey's General Store. The park is currently owned by the City of Van Meter and functions as a park containing baseball, softball, and soccer fields. The property is located about one mile south of Interstate 80 (Exit 113), off Veterans Drive (County Highway T-16), and is bordered by the Raccoon River to the north and the Iowa Interstate railroad tracks to the south. The parcel is 22 acres in size.

II. Project Description

The Van Meter Recreation Complex/Raccoon River Access project will develop a section of the south bank of the Raccoon River. This development will include a river access for users of the Raccoon River Water Trail, a parking lot and boat ramp, a multipurpose trail, stream bank stabilization, signage, and other investments on City-owned property. The park is currently 22 acres in size and features multiple recreation uses. There are two softball diamonds, two baseball diamonds, and 4 soccer fields. There is also a 1200 square foot pole frame building housing the concessions and equipment storage, and a 200 square foot pole frame building containing restrooms. Both buildings were built in 2000.

The project is in two-phases; the first phase involves establishing the trail and a base for the parking lot and the installation of signage to notify the public of the developing access area. Phase 2, the boat ramp, stabilization to the bank of the Raccoon River, and final parking area surfacing, will hopefully be funded by an Iowa DNR Water Recreation Access Cost-share grant in early 2016 and other local/regional sources. Future plans involve extending Wilson Street and adding a railroad crossing across the Iowa Interstate track.

A two-phase park improvement plan has been created. Phase 1 includes the elements that are part of this proposal:

- This phase is to provide a path for anglers and boaters to access Two Rivers Wildlife Management Area (WMA), while attempting to keep out unwanted vehicles. Currently, any kind of land-base access to the area is closed. A proposed multipurpose hard-surface trail would provide a controlled access and a way to have infrastructure in place to prevent unwanted and illegal dumping. The trail will be 2,750 feet in length and run along the south shore of the Raccoon River. The path will be paved and be 8 feet in width.
- There will be gravel and a base surface laid for the parking lot. The parking lot will serve the purpose of both parking for the recreation fields and for the boat ramp that will be installed during Phase 2. The total area of the parking lot will be 6,000 square yards and have spaces available for at least 50 vehicles.
- Signage and information will also be implemented during Phase 1. The plan calls for a standard brown information sign located along interstate 80 and Veterans Memorial Drive directing to the park and the river access. There will also be a more signage directing people past the Casey's to the park. At the park there will an information kiosk that will provide details on the river, information about wildlife in the area, and information about boater and fishing safety.

Phase 2 is discussed to show that the park improvements are part of the long-term plan to create an area that will attract visitors from the region and around Iowa. Phase 2 is also focused on better access to the Raccoon River for canoes, kayaks, and other watercraft:

- Hot mix asphalt will be laid over the granular surface laid in Phase 1, making the parking lot more accessible for users. This will also expand the parking to accommodate at least 50 vehicles on a solid surface. This will provide an easier surface for boaters, and also make the parking lot more handicap accessible.
- A boat ramp will be installed. This will provide an easy access to canoes and kayaks to enter and exit the Raccoon River. The bank at this particular spot is high and steep so dirt moving to create the ramp and erosion control will be needed for this part of the plan.
- A railroad crossing will be installed at the end of Wilson Street. This will give the park its own access instead of sharing one with the Casey's on Debra Drive. This crossing will give the park its own distinct, clear entrance.

III. Development Plan, Project Boundary Map, and Aerial Photo

The following is a project location map showing where the project will be developed in relationship to the City of Van Meter.



An official project development and boundary map is included in the appendix after this narrative.

The following are photos of existing conditions.



Existing condition of the roadway into the park off Debra Dr. (facing southeast)



Existing condition of the four soccer fields (facing northwest)



Existing condition of the baseball diamonds, concessions and restroom (facing north)



Existing conditions of the main parking lot (facing east)



Small walking bridge over a drainage ditch (facing north)



Riverbank erosion and lack of vegetation (facing east)

There are no significant overhead utility lines, no easements, and no development agreements or other hindrances to the development of this project. The project will require appropriate permits from regulatory agencies to develop in the flood plain. Surrounding land uses include: railroad, commercial, and residential to the south and east; river and open space to the north, and public open space to the west. No farmland will be converted as a result of the project.

IV. Justification/Need

There are many reasons this project should be completed. The following sections include brief summaries of these reasons.

Benefits

There will be many benefits for both the users and the resource protection goals.

The improvements make it easier for a growing local population to use the many resources in the area, as outlined in the earlier parts of this narrative. Through access improvements, more people will be able to utilize all that is available in the city recreation complex, in the river corridor, and at the Two Rivers Wildlife Management Area. Consequently, the project provides direct recreational benefits for a multitude of users of many different types of activities:

- Recreational canoeing, boating, kayaking, swimming, and float tube use on the Raccoon River;
- Angling on and along the Raccoon River;
- Picnicking;
- Softball and baseball (already existing but with limited facilities);
- Soccer (already existing but with limited facilities);
- Pickup sporting events on the existing softball/baseball fields that may include: flag football, rugby, ultimate Frisbee, and many other sports;
- Hiking and biking; and
- Bird watching.

Camping and conservation education programs may be future activities in the area.

The improvements have a direct impact on the use of the park for many different pastimes and recreation activities by improving access. The City of Van Meter projects the proposed improvements will impact an average of 100 people per day during the months of May-September, all participating in the above activities.

Users will include residents of the Van Meter area who play sports and fish the river from shore. Van Meter is a growing community and is in fact poised to be one of the fastest growing towns in Iowa. Located just off I-80 only 20 miles west of downtown Des Moines and 8 miles west of the Jordan Creek Town Center shopping area, Van Meter is already growing. In 1990, the population was 751, increasing to 866 in 2000 (15.3% growth) and to 1,016 in 2010 (17.3%). The population estimate for 2014 shows another 11.5% growth since 2010 (to 1,133 persons). Many of the new residents are families with children and disposable income that allows them to participate in sports and river recreation. The population is expected to reach 2,000 in the city alone by 2025. The rural population in the area is also rapidly growing.

A growing number of Iowans and visitors enjoy water recreation in Iowa's rivers. One only has to turn on local TV or radio to hear of stories of people who are too adventurous and then need the help of law

enforcement and rescuers. This thought is offered to point to the growing interest in this form of recreation. The Raccoon River corridor (including the North and South Raccoon Rivers) is one of the most popular rivers in Iowa for recreation (statistics on following pages). It is not common to see large groups of young adults and families floating in the river on a warm summer day. River users are typically more conscious of the need to protect the rivers by keeping them free from litter and promoting sustainable use of the river and land along it, which will have long-term resource protection benefits.

This project is uniquely located in a natural area that is threatened by pressure for other development. The Iowa DNR already manages what is called the Two Rivers WMA, a 52-acre natural area composed mostly of timber and that is currently designated for fishing due to beneficial topography and large sandbars. See the attached map for more detail and project location. As described in the support letter attached to this application from IDNR Wildlife Management Biologist Joshua Gansen, current access to the Two Rivers WMA is limited, in fact the access road has been closed, and is not appropriate to the desired use of the land as a natural resource. The existing low-maintenance road does not encourage public use but rather promotes unlawful ATV use, vandalism, and illegal dumping. This project will protect that resource by helping gain appropriate access by those who will use the area properly and that respect the natural resource. The plan is for a hard-surface trail leading west from the existing City recreational complex and the proposed river access to tie into the current path within in the Two Rivers WMA. A trail that does not allow motor vehicles but leads from our proposed parking area would improve access.

Another resource concern is the steep bank on the south side of the Raccoon River in Van Meter. This section of river includes banks as steep as 70% slope and as deep as 30 feet (see photos). Much of the sloped bank is subject to undercutting erosion and contains small plants and shrubs that do not root the soil during high water events. In fact this section of the Raccoon River floods regularly and in the spring of 2015 flooded the recreation complex. The City proposes to anchor the shoreline in several of the worst areas using riprap. While IDNR specialists have not approved a final plan for this work, they appreciate the City's interest in the effort to protect the bank. The City and IDNR plan to work together to refine the plan for protecting this area if funding can be secured. Riprap is also proposed for the protection of soils at the proposed boat access area.



Van Meter's city leaders see the significant benefit of enhancing recreation in the area. In June 2015 the City created the new position of Park & Recreation Director. One of the initial tasks of this new staff person is to develop new recreational opportunities and improve the City's recreational complex, which is located along the river. This staff person, Alex Brayton, has jumped right in and has begun conversations with Iowa DNR staff about the need for improvements to existing City facilities as well as improved river access. Conversations have gone very well, and several DNR staff members have been very helpful in planning of riverbank improvements. While there are some concerns over the draft design concepts, as presented by the city's consulting engineer, the IDNR staff members believe the overall concept is sound and the project is very much needed.

The IDNR document, *Iowa Water Trails: Connecting People with Water and Resources*, (Pages 12 and 13) lists several human health benefits to river recreation (both in the river and along the bank):

- Physical activities for a wide range of abilities (a form of moderate exercise);
- Experiences from connections (psychological benefits for togetherness);
- Restorative experiences (stress reduction);
- Education and development (more than 80% of educators involved in the plan stated they take adults and children to local streams and wetlands as part of their curriculum).

The City of Van Meter will maintain the improvements, which will serve the public for many years to come.

Need

Water recreation is increasing in popularity even though there is limited access to rivers and other waterways due to the preponderance of privately owned land. Even in many towns and cities, such as Van Meter, the land along rivers and streams is either completely developed, farmed, or un-accessible. Even when public open space and recreation is available, it is usually of the nature currently found in Van Meter, where the flood plain is used but the river is not. Van Meter's project will open up access to a popular stretch of the Raccoon River.

The following paragraphs look at the needs for each element of the project and when it will be built.

Parking Area (initial surfacing in Phase 1, hard surfacing in Phase 2): There is no dedicated parking at the Van Meter Recreational Complex for river users and, in fact, very little quality parking for existing park users. As the following picture shows, there is space for parking, but so far it has not been developed. Only a small gravel lot exists, from which this photo was taken. Approximately twenty passenger vehicles can fit on the parking area near the ball fields and a similar number can park along the road near the soccer fields. As local recreational programs grow through the work of the new Park & Recreation Director, this parking will prove grossly inadequate for the number of youths and adults participating. To the right is a photo showing existing conditions.



River users need hard-service parking near the river, which does not exist today. The closest vehicles can get to the river now is 100 yards. These access roads and parking areas will not accommodate trucks pulling boat trailers and people walking barefoot. A large hard-surface lot will accommodate 50 or more vehicles, which will be enough for river and city recreational users a vast majority of the time.

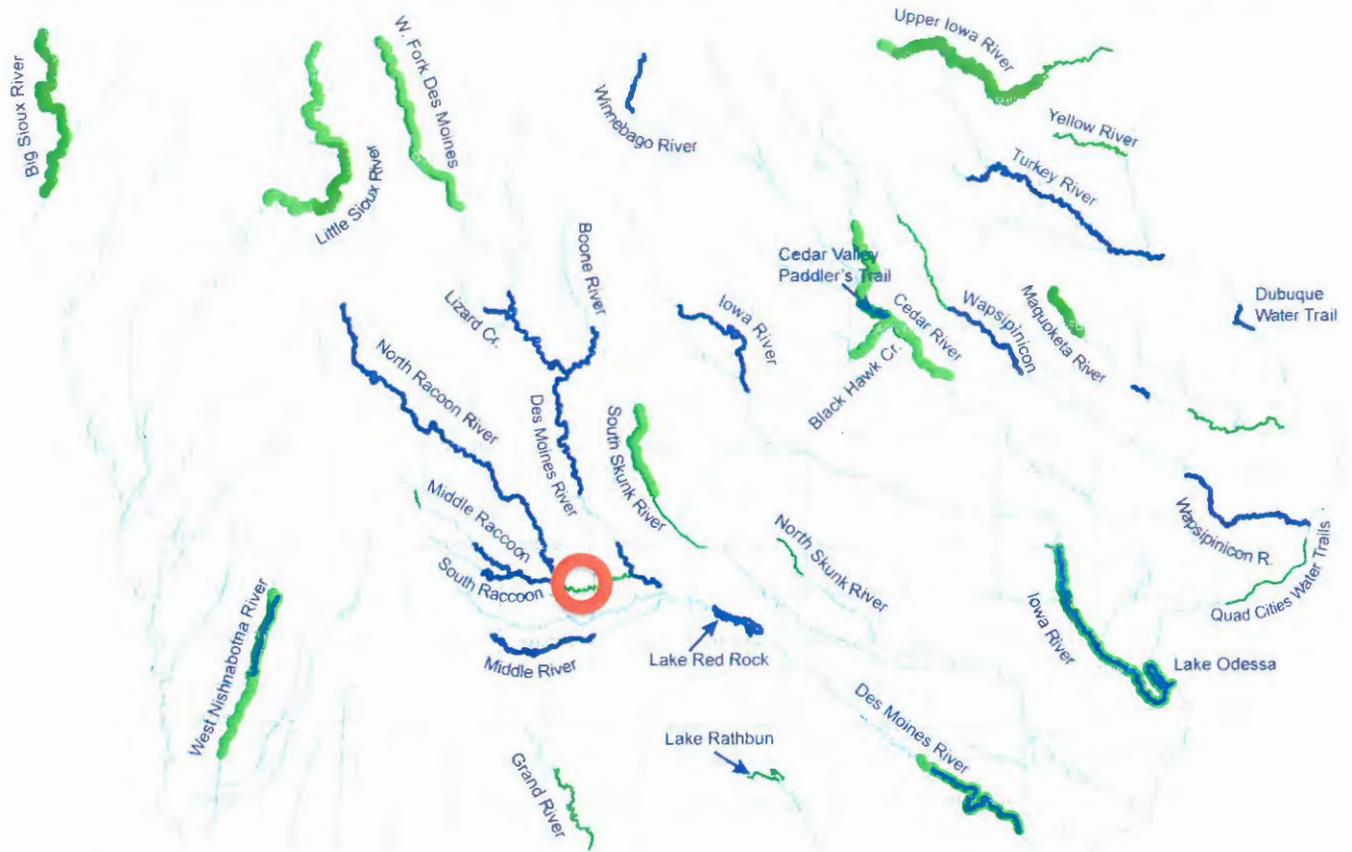
Access Trail (Phase 1): The access trail from the proposed boat ramp and parking area to the various areas where people can land their boats and other watercraft is essential. It effectively expands the water access to a 3,000-foot section of the river and allows for safe and effective access by river users, hikers, and bikers to the Two Rivers WMA just northwest of town. The trail allows urban and rural residents the opportunity to enjoy the scenery, wildlife, and birds along the river and make shore fishing more accessible. The trail also allows recreational users to access the now un-accessible (from land) Two Rivers WMA so that the City and IDNR can permanently eliminate the primitive road extension of Pleasant Street, which offers no benefit to the resource. Photo to the right is shows existing conditions where the trail would be located.



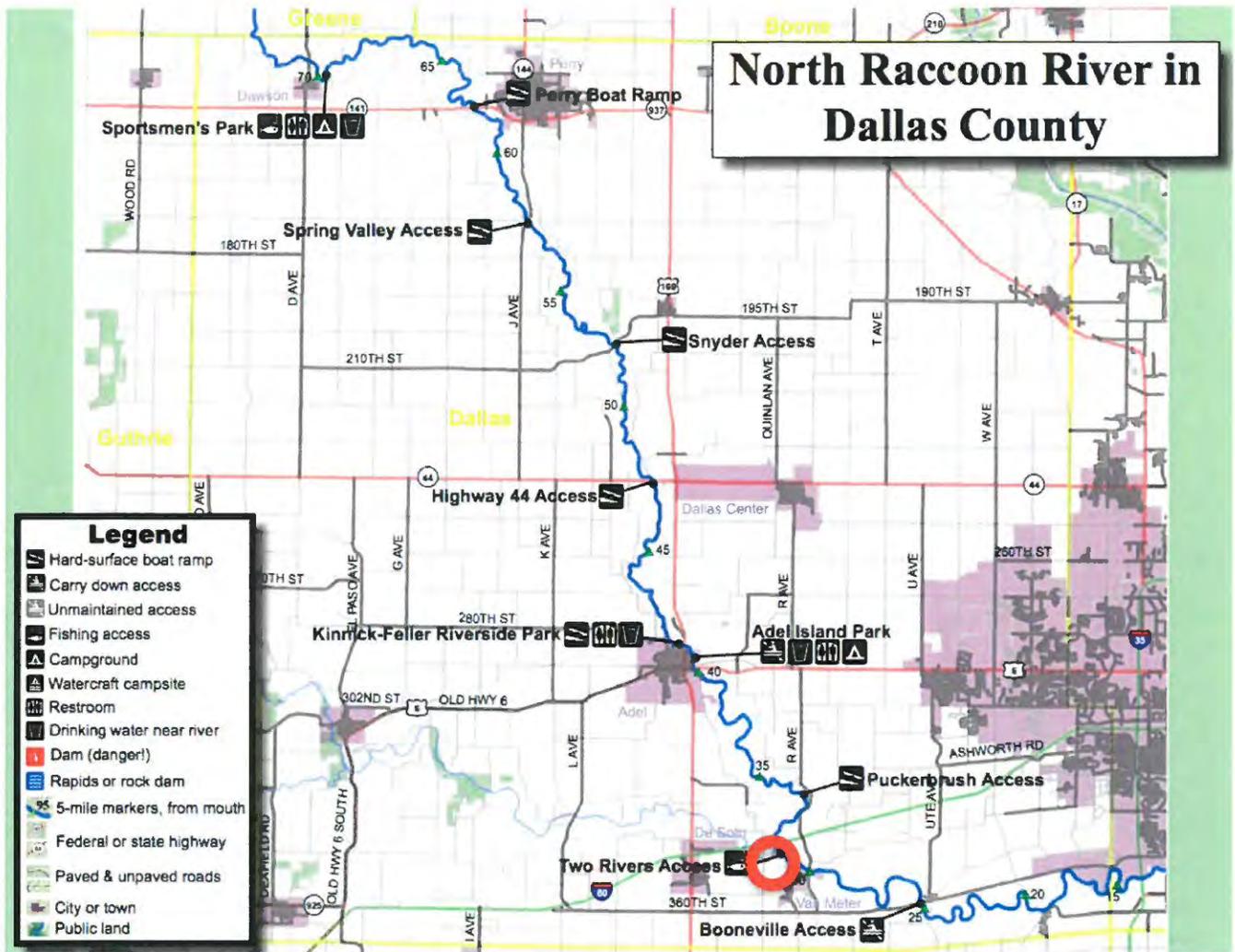
Signage and Kiosk (Phase 1): Consistent with the design standards for water trails in Iowa, the project will include a sign on Highway R-16 (Veterans Memorial Drive) just south of the river bridge, which will direct traffic to the access and alert them of its existence. A directional sign will be added near the I-80 interchange (1 mile north) stating the distance, direction, and access name. At the parking area near the boat ramp will be a small kiosk with river trail information, a map, and brochures.

Boat Ramp and Dock (Phase 2): The Raccoon River Water Trail system (North and South Raccoon water trails) is one of the most popular in the state. The Iowa DNR has recently invested heavily in the promotion of Iowa's rivers as a recreational resource, and the effort is paying off. The demand is blossoming and people of all ages wish to participate. The Raccoon River is almost perfectly sized and located close to central Iowa's population center. Yet, the number of access points is relatively few, as shown on the maps on these pages. The following map shows Van Meter located at the junction of two existing official designated trails (North and South Raccoon) and a study water trail (Raccoon River from Van Meter to Des Moines).

2015 Water Trails & Water Trail Study Areas



The following map (next page) shows the North Raccoon River Trail through Dallas County to Van Meter. On this map, we can notice that Van Meter's location just off I-80 makes it an excellent location for a full-service boat ramp and access point. The access to public accommodations in Van Meter, including a convenience store, add even more convenience and comfort for river users and aid the local economy through sales of food, drinks, and supplies.



The existing full-service access points are five or more miles apart. Recently, local media reports have highlighted river users that needed rescue because they were caught in remote stretches of streams halfway between access points after sunset. They underestimated the time it took to go from the put-in to take-out points. Some of the people coming down the North or South Raccoon now pull out of the river at the Highway R-16 bridge, where there are steep banks and safety issues.

Bank Stabilization (Phase 2): The long-term stability of the riverbank is essential to the protection and use of the modern river access. Excessive erosion can cause the channel to change course and erode the development. It can also promote general flooding, which will damage the City's recreational complex.

The bank stabilization concept is today just that. Continuing discussions with the IDNR will result in some modifications to the concept to support a) the design parameters the State outlines for river trails and b) erosion and flood control best practices. The right professionals will be brought to bear in the final design phase.

Railroad Crossing at Wilson Street (Phase 2 or possible Phase 3): Today, the only access road is through the north part of the Casey's parking lot. There is no good signage at this location and the road

is difficult to find. Being independent of Casey's and having a prime secondary access is ideal for access to this recreational area.

The project is being developed in phases mostly due to cost of building all at once and due to the need for further design of the actual Phase 2 elements, including the integration of DNR staff comments, a list of material suppliers, and a written plan for excavation along the river. Because of these issues, most of the Phase 2 elements will be included in an IDNR Water Recreation Cost-share application this winter as well as other funding applications.

Justification

The extensive IDNR and conservation community support justify REAP investment. The application contains several support letters, including those from IDNR staff whose responsibilities and programs are impacted. Despite the City only recently hiring a Park & Recreation Director in June, conversations have been established with John Wenck, IDNR Water Trails Coordinator. Mr. Wenck has expressed strong support for the concept, going as far as saying, "We agree there is a need for an access there." He acknowledges that some design elements need tweaking in the final design but that his team would get to work on ideas. He has worked with the City on use of the "Developing Water Trails in Iowa" guide for design.

In 2010, the Iowa DNR, in a partnership with several other agencies and organizations, prepared and adopted the *Iowa Trails Plan: Connecting People with Water and Resources*. This plan outlines the virtues and the issues related to water recreation on Iowa rivers. It also includes seven goals related to water trails development. The goals addressed by this project are noted:

- Goal 1: Provide positive water trail experiences meeting user expectations;
 - Relevant statement: Sensibly balance water trail experience options between urban and rural.
 - Relevant statement: Provide information allowing water trail users to select routes meeting desired skill levels, time available, and accessibility needs.
 - Relevant statement: Minimize limitations to water trail experiences based on users age and physical abilities.
- Goal 2: Use water trail development to strengthen natural resources conservation;
 - Relevant statement: Implement low- and no-impact design standards for water trail amenities including parking areas, trails, and launches.
 - Relevant statement: Foster a greater sense of public awareness of and inspire citizen participation in watershed and restoration efforts on Iowa's waterways.
 - Relevant statement: Coordinate with other related existing programs to enhance conservation efforts.
- Goal 3: Adapt water trail development techniques to the waterway's individual character;
 - Relevant statement: Minimize avoidable damage to new launches by located them with consideration of flooding patterns, stream channel evolution, etc.
 - Relevant statement: Choose construction methods and materials relative to ability to maintain launch.
- Goal 4: Support public access to water for recreational purposes;
 - Relevant statement: Promote close-to-home recreation opportunities for Iowans.
 - Relevant statement: Provide alternatives for local economic development, particularly in rural communities.
- Goal 5: Create a robust, resilient system for developing and experiencing water trails;
 - Relevant statement: Develop a systematic signage system for water trail issues.

- Goal 7: Support positive water trail experiences by initiating strategies to manage intensely used areas.
 - Relevant statement: Actively manage intensely used areas at a higher level than in the past.

Visitor trip data is also available by purpose. The plan estimates that between 751 to 1100 visits to the Van Meter section of the Raccoon River occur annually for canoeing and kayaking; 81 to 160 visits are for swimming and inner tubing.

Page 34 of this plan states, “The ability to reach the water’s edge is probably one of the largest obstacles to participation in our state.” Page 13 states, “Sixty percent of educators involved in the plan stated they would increase the amount of education they conduct on streams and lakes if a state-designated water trail were available.” Note that Van Meter Schools is located only a half mile from the project site.

In the Iowa Water Trails Plan, there is discussion of an ISU survey of 4,800 respondents conducted about water trail use in 2009, entitled the *Iowa Rivers & River Corridors Recreation Survey*. In that survey, trip takers reported the highest number of canoeing and kayaking trips in segments of the Des Moines, *North Raccoon*, *Raccoon*, and Iowa Rivers. In this survey, there were 73 navigable river segments considered. The survey respondents reported trips in each segment that year. 2.3% of them visited the Raccoon River section from Redfield to the confluence with the Des Moines River. The survey also found that 65% visited rivers for a half day or less. This supports the idea of adding additional access points to reduce the distance between each point along the river. This survey also found that the most important factor in selecting a river segment was proximity to home (43.2%). A quarter of Iowans live within a half hour of this river segment.

The project is also consistent with the SCORP (2012) entitled the *Outdoor Recreation in Iowa Plan*. In this plan are several tables about trends from 2006 to 2012. Forty-one possible pastimes were included, of which all but 8 grew in participation. Of the top eight activities with the most growth, four of them are advanced through this project:

- Fishing from shore
- Swimming in natural waters
- ATV-ing
- Canoeing and kayaking

The SCORP also lists the top 10 activities in 2012 with the highest rates of participation. Eight of them are advanced through this project:

- Walking (ranked 1: 89%)
- Picnicking, barbeque, or cookout (2: 83%)
- Family oriented outdoor activities (4: 49%)
- Swimming (5: 49%)
- Fishing (6: 46%)
- Observing, feeding or photographing wildlife within a quarter-mile from home (7: 44%)
- Using trails for physical fitness (8: 37%)
- Fishing from the shore (9: 34%)

This plan has five priorities for outdoor recreation. The priorities and goals of each that pertain to this project are listed here:

- Priority 2: Create places to go in Iowa that exemplify best practices in natural resource conservation while providing a variety of opportunities for outdoor recreation.
 - Goal 1: Preserve, enhance, and protect statewide water and land resources while specifically targeting connections regionally and locally to ensure a greater protection of Iowa’s open spaces.
 - Goal 3: Provide assistance to local communities and governments to improve the quality and revitalize the recreational use of priority water bodies.
 - Goal 4: Provide high-quality, safe, and affordable recreational opportunities that meet the demands, needs, and diversity of experiences Iowans desire.
- Priority 3: Encourage collaboration and planning efforts to advance outdoor recreation.
 - Goal 3: Bring together agencies, stakeholders, users, and private sector businesses to focus on linear trails to develop sound comprehensive planning for a high-quality trails system in Iowa.
- Priority 5: Better understand Iowan’s outdoor recreation wants and needs, and develop effective tools that connect them to Iowa’s natural resource opportunities, base on their unique demographics and interests.
 - Goal 2: Promote youth participation in the outdoors, striving for a greater understanding, appreciation, and use of Iowa’s resources.

While the project does not advance any written goals of the other two priorities, it does have a relation to wellness and fitness (Priority 4). While the project is not formally part of a coalition or program for wellness and fitness, the presence of a trail and a nearby water access point will promote exercise.

The project is consistent with the *Iowa Wildlife Action Plan* in that it provides greater pedestrian access to the Two Rivers WMA, which contains a strong population of deer and aquatic animals such as muskrats, beavers, turtles, and other wildlife.

The City of Van Meter prepared and adopted a strategic plan in 2009. Using the results of numerous surveys of local residents and taking input from community visioning sessions, the final plan includes the following priorities related to this project:

- Short-range priority (years 1-2): Develop community-wide signage and way-finding standards with a focus on gateways.
- Mid-range priority (years 2-5): Identify and work with partners to develop comprehensive trail connectivity to and throughout Van Meter.
- Mid-range priority (years 2-5): Develop additional recreational opportunities that take advantage of the river.
- Mid-range priority (years 2-5): Pursue federal and state funding for railroad crossing improvements between town center and the recreation complex (Phase 2).

Finally, the project is consistent with the *Dallas County Conservation Board Strategic Plan* (REAP plan). Trail development is a key part of the plan. A statement of significance from this plan is, “The tremendous growth in the southeast part of the county could require additional trails to accommodate the public.” The conservation board surveyed hundreds of residents of the county and found that people were most desirous of more of the following amenities in the county: wildlife habitat areas and picnic areas. The survey also revealed that nearly 90% strongly supported greater protection of natural resources as the top county conservation priority. Two of the four priorities in the final county document relate to this project. Priority 1 involves land acquisition and protection. It says,

“Conservation of the natural resources associated with the Raccoon River system in Dallas County is a high priority.” Priority 3 states, “Trail opportunities for the public should be a priority as well.”

The trail was designed according to *Iowa Trails 2000* guidelines (<http://www.iowadot.gov/iowabikes/trails>) from the IDOT and will adequately meet public demands. An existing path exists at Two Rivers WMA that is not really useful because the access road to that area is closed and pedestrians cannot access the area for fishing, so this connecting trail will add value to an existing IDNR trail by making it accessible.

All final elements of the project will be designed, built, and managed consistent with Iowa’s *Developing Water Trails in Iowa*. By following these ideas, the project will utilize locally supplied rock, gravel, and limestone. Reuse will be a priority. The project will follow a low-impact design, where unnecessary soil moving and use of heavy machinery will be limited. The designs will work with the natural topography as much as possible and not create unnecessary slope or involve unnecessary removal of vegetation, especially along the riverbank.

Urgency

The project proposed in this REAP application is the first phase of a somewhat large river access area that will cost hundreds of thousands of dollars. The funds are urgently needed because this area of the Raccoon River is very popular and more people wish to use it all the time. Safety is compromised due to the lack of river access in this location. People are often using unsafe areas to get in or out of the river. The Van Meter Public Safety Department states that in 2013 there were no river rescues in the city, but in 2014 there was one that involved 3 individuals. Through mid-August 2015 there have been 3 rescues involving 37 individuals!

The bank continues to erode, making it an additional safety hazard for anglers and water users in the community.

Further, the access to the Two Rivers WMA remains compromised. The IDNR has expressed strong desire to extend a trail to that area from the City of Van Meter so it can be reopened for the public benefit. The trail will be part of Phase 1.

This project is in a state of continual planning. However, it must start somewhere, and now is the time. With REAP funding, the project will begin this fall, and over the next two years, all phases will be completed, resulting in a safe river access area, quality trail to allow WMA access and shore fishing, and a reduction of riverbank erosion.

V. Environmental, Economic, and Social Impacts of the Project

Beyond recreational benefits, the project offers environmental, economic, and social benefits.

The project will have no significant impact on the environment. Through engineer-supervised construction following full engineering design of the project, best management practices will be utilized, including erosion control, limiting the number of trees and brush removed, and protection of anything found to be of historical value, such as tribal remains. The current plan calls for some minor terrain alterations that will occur to already moderately disturbed site and riverside ground and banks in order to build the trails, parking lot, and future developments of the boat ramp and paved parking lot. These

alterations will not hinder the environment of the area. They will be engineered using IDNR best practices so that unnecessary erosion will not occur.

The main permanent impact of the project will be the increase in number of users to the area, which from time to time might cause modest temporary impacts on the local environment. However, the largest number of people will visit the park on weekends during the summer months and will by no means overcrowd the area. Users are not expected to deteriorate the economy, culture, aesthetic, or social conditions of the area. The park, with the proposed improvements, is designed for the targeted users. It is shown that water trail users are more conscious of the environment around them and are less likely to leave trash behind, further protecting the river, the banks, and the land surrounding it. Despite this, appropriate signage, availability of trash receptacles, and law enforcement should limit littering and vandalism. Through the improvements, the potential for user-caused damage to plants, sloping ground, and the river bottom should be modest.

There is a known flood plain in the project area. The park is situated in land that sits in both the 1% annual flood and the 0.2% annual flood risk areas. Timber areas and native grasses will be minimally affected.

The project will result annually in thousands of new users to the park, the City of Van Meter, and Dallas County. People who wish to enjoy river recreation must purchase equipment, such as boats, inner tubs, kayaks, and various other supplies in Van Meter and other nearby communities. When traveling to the river, they purchase bait, food, drinks, and fuel. The central Iowa retail economy can supply these things to the enthusiasts. With more recreational options close to home (as identified as a need in the SCORP), people are more likely to take the plunge and purchase these things to start a new adventure. According to Iowa's water trail plan, research on the economics of restored waterways finds that properties adjacent to restored streams had up to 13% higher property value than similar homes located on unrestored stream segments. The ISU study, *Economic Impacts of River Trail Recreation in Iowa*, reports that statewide river recreation supported 6,350 jobs, \$824 million in sales, and \$130 million in personal income to the economy in 2009. For the Raccoon River segment from Redfield to the confluence with the Des Moines River, the economic impacts in 2009 included 468 trips that generated nearly \$15 million in sales and supported 114 jobs. Only a few river segments outside of the Mississippi River surpassed this mark. Tourism is growing rapidly in this area, and the trails in this area will enhance the tourism potential.

This also does not factor in other economic impacts that are created, such as related to fishing, canoe and kayaking, picnicking, and general recreation. This might include purchase of licenses, supplies, and big-ticket items like boats. For larger purchases, an outfitter may be attracted to the area, and with the increased use, an excursion or shuttle company can start a business for those that choose to rent boats. The main economic impact of this project is that it creates new recreational opportunities and accommodations where none exist and where out-of-state demand can be captured due to the proximity to I-80.

Socially, the fun that can be had in a caravan of canoes and tubes on a river is second to none. What is more fun than a picnic on a sandbar in July? People must rely upon each other for safety. The hard work of hauling a canoe and keeping up with the group in slow waters and fighting the rapids in fast waters help make Iowa the Healthiest State in the Nation. According to the introduction of the IDNR's document, *Iowa Water Trails: Connecting People with Water and Resources*, Iowa's system of water

trails “is emerging to meet a variety of needs, including social and family experiences, sublime solitude, or an exciting adventure through swift waters. Our program relates strongly to a national movement promoting waterway recreation while integrating regional priorities such as water quality and stream and watershed restoration. Increased public access to waterways leads to new energy for realizing the potential of our waters and a spirit of volunteerism to care for them.”

In summary, this facility will provide an essential service for many different users in the region. It will provide a way for anglers and users interested in conservation access to the Two Rivers Wildlife Management Area. There will also be improved places to park for not just new users to the trail and future boat ramp, but also to the existing fields and play equipment in the park. The final positive impacts of this project are the controlling of unwanted traffic in restricted areas and the prevention of illegal dumping, and the plans for bank stabilization for a healthier waterway.

VI. Historical, Archaeological, and Architectural Features/Impacts

At this time there are no historical, archeological, or architectural features located within the park boundaries. This project will not impact the local historical landscape as it is simply adding more features to an already existing park. There is always the possibility that archaeological remains will be discovered while making improvement to the park, especially on a confluence of two rivers where artifacts can be washed from upstream. With this possibility, the parks and recreation director, engineer, and other parties involved will follow up with the identification and proper reporting to the State Historical Preservation Office and the State Archeologist.

The Bob Feller Museum in Van Meter may be affected by an increase in river traffic. The museum is located two city blocks south of the park, and increased traffic to the park may also flow into the museum.

VII. Local Participation

The residents and elected officials of Van Meter and the immediate area have been pressing for years to improve the recreational complex. Residents have been sharing ideas for many years to the city council at monthly council meetings. These ideas center mostly around development of new amenities and the creation of recreational programming. The City decided in early 2015 to create a new position in local government to spearhead the effort in both of these areas. The City hired a park and recreation director in June and immediately the new staff person began work on a project that makes sense for the complex, which is located along the river. The residents have been enthusiastic about the new effort and plans to improve the park in other ways, not to mention the potential for annual park and recreation programs for youth and families.

Residents have yet to be appraised on the designs for the improvements, but these discussions are ongoing as the City, project engineer, and IDNR staff work out the details. In all phases, the public will be able to comment during public council meetings about the project, including draft designs and planning concepts.

VIII. Consideration Given To Minorities, Elderly, And Disabled

Under the guidance of the engineering firm, Veenstra & Kimm, and the IDNR rivers staff, the City of Van Meter will design all elements to be fully accessible to people of all ages and physical capabilities. While river recreation is not easy for those with disabilities, the project will implement BMPs in the effort to accommodate all individuals.

The project has no unique elements that will attract or limit use by minority persons. Van Meter has a low minority population, but the growing Des Moines area contains thousands of minorities. As this form of recreation grows, more urban residents will come out to Van Meter to use the facility and all the amenities at the Van Meter Recreational Complex.

IX. Itemized Cost

The following itemized cost estimate, which was created in consultation with the project’s engineering team and State formulas, addresses the full development of Phase 1 of this project. All projected expenses are included.

Project Component	Description	Project Cost	REAP Request	Local Funding
Asphalt trail	2,750’ of 8’ wide surface with directional signage and erosion protection	\$50,000	\$35,000	\$15,000
Parking lot	Granular surfacing 6,000 SY	\$30,000	\$20,000	\$10,000
Parking lot	Grading and preparation	\$24,000	\$15,000	\$9,000
Parking lot	Erosion control	\$3,000	\$1,500	\$1,500
Engineering	Design work by Veenstra & Kimm	\$10,000	\$0	\$10,000
Highway signs (2)	Brown directional sign near I-80 exit 113 and near park entrance	\$1,000	\$0	\$1,000
Project kiosk	Kiosk at project site detailing project information, map, regulations, brochures, etc.	\$5,000	\$3,500	\$1,500
Totals	--	\$123,000	\$75,000	\$48,000

The following are the proposed sources of local funds and amounts:

Source	Description	Funding Amount
City of Van Meter	Cash on hand; staff in-kind	\$20,000
Iowa DNR and/or area river trail groups	Planning, engineering, and sign-making/installation support	\$8,000
Grants and donations	Local and regional grants; local and regional businesses and individual donations; possible in-kind	\$20,000
Totals	--	\$48,000

X. Public Communications

Upon award, the City of Van Meter will create a press release about the award and its purpose and will announce in the local weekly newspaper and on the radio. A printed brochure will be created to inform the public about the award and about the project. This brochure will also be designed to serve as a fundraising tool for the project (next phases). Once the project begins, photos will be taken of the REAP sign placement and a public dedication event. The public dedication will include the brochures and spoken information about the REAP contribution. This event will also be announced in local media. REAP staff and Iowa legislators serving the area, as well as local residents, dignitaries, and the REAP Committee, will be invited to the dedication event and will be alerted to all other activities.

Once the project is in operations, the City of Van Meter will collaborate with regional Raccoon River water trails leaders and the IDNR water trails staff to promote the facility through multiple media, maintain signage and the facilities, and ensure that the facilities remain open as part of an ongoing

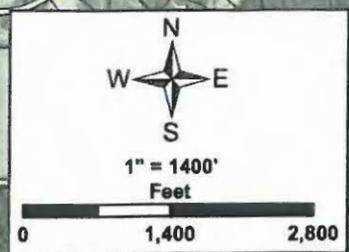
regional water trail effort. The goal here is to ensure that recreational trail and water trail users will know the facility exists and use it optimally.

XI. Agreements and Easements

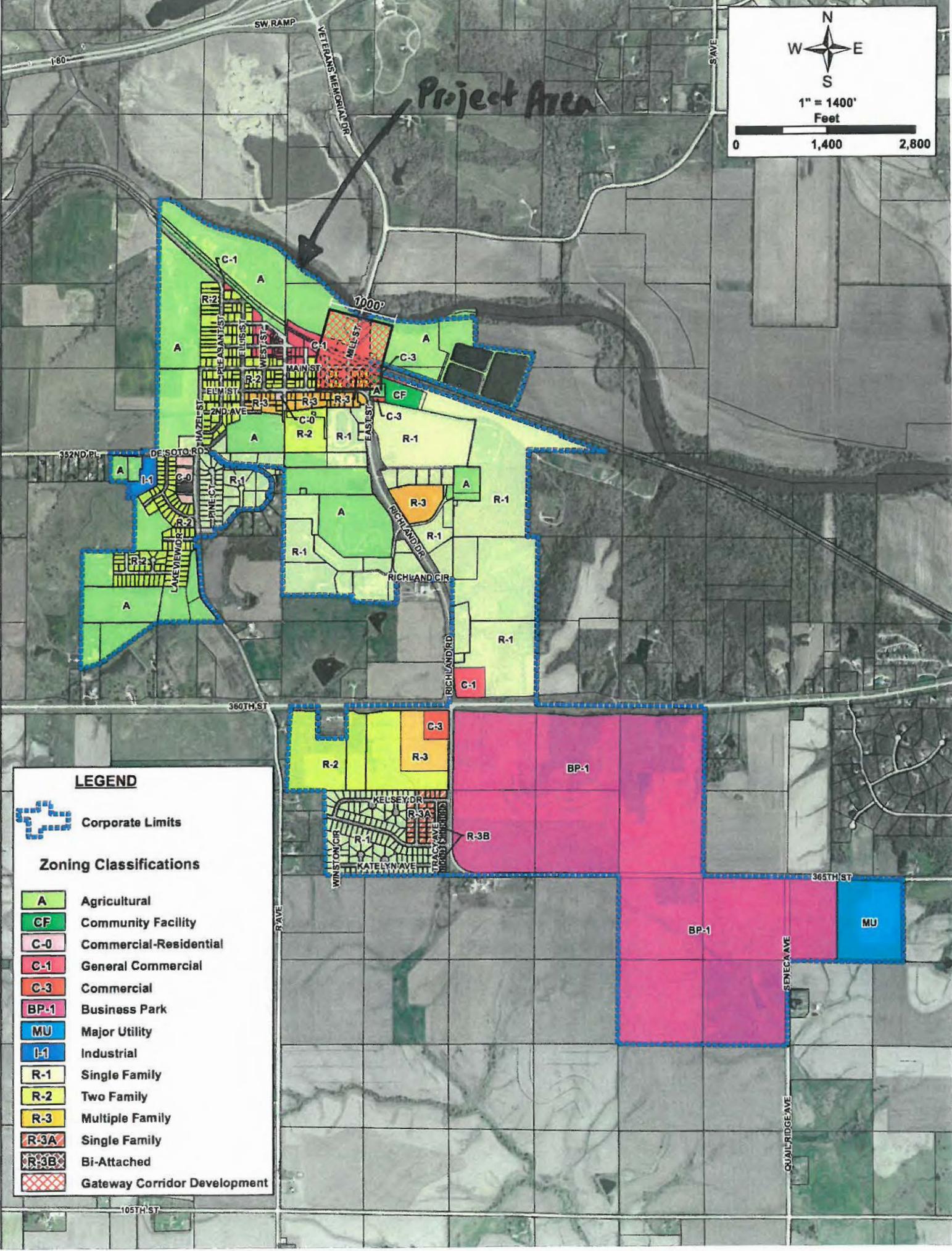
There are no easements, reservations, leases, mineral and water rights, or management agreements tied to the land, water, or park property in general that are not out of the control of the City of Van Meter, the Iowa DNR, or the Dallas County Conservation Board. The City has full legal right to use and develop the property as needed, subject to permits from the IDNR and County. No new easements or land acquisition will be needed.

XII. County Resource Enhancement Committee Comments

The Dallas County REAP committee met on August 12, 2015 and offered formal comments (see attached minutes from the meeting). They liked the project and voted to endorse it. The signature is on the appropriate form.



Project Area



LEGEND

Corporate Limits

Zoning Classifications

	A	Agricultural
	CF	Community Facility
	C-0	Commercial-Residential
	C-1	General Commercial
	C-3	Commercial
	BP-1	Business Park
	MU	Major Utility
	I-1	Industrial
	R-1	Single Family
	R-2	Two Family
	R-3	Multiple Family
	R-3A	Single Family
	R-3B	Bi-Attached
		Gateway Corridor Development

Two Rivers Access



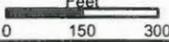
Legend

State Areas open to Hunting

 WMA Boundary

2011 Aerial Photography

Map Creation Date: 2/2013

Acres: 52

Habitat: 7/8 Timber, River Access

Species: Deer

Contact: Josh Gansen
Saylorville Wildlife Unit
515-432-2545

Dallas County, Iowa
T-78N, R-27W, Section 21



Directions: 1 mile NW of Van Meter

Every effort has been made to accurately depict the boundaries on this map. However, users should rely on boundary signs actually located in this area to ensure they

August 10, 2015

REAP Grant Program
Iowa Department of Natural Resources
Wallace State Office Building
502 E 9th Street
Des Moines, IA 50319

Dear Grant Committee,

Please accept this letter in support of the REAP grant request submitted by the City of Van Meter Parks and Recreation Department to improve the Recreation Complex through the addition of a boat ramp, a parking area, and a trail along the Raccoon River. There currently is no river access inside the Van Meter city limits.

Improved access to the Raccoon River would make the river safer for those who wish to enter or exit within the city and would also serve as the access point for our Public Safety officials should an incident occur. Safety is of paramount concern to the City of Van Meter, its citizens, and the professionals representing them.

I fully support the efforts of the Van Meter Parks and Recreation Department as they seek funding to improve access to the Raccoon River. Any development that can improve safety on the river will greatly benefit our community and those who visit Van Meter.

Sincerely,

Allan B. Adams, Mayor

Allan Adams
Mayor
Van Meter, Iowa



STATE OF IOWA

TERRY E. BRANSTAD, GOVERNOR
KIM REYNOLDS, LT. GOVERNOR

DEPARTMENT OF NATURAL RESOURCES
CHUCK GIPP, DIRECTOR

August 13, 2015

TO: REAP Committee:

The Iowa DNR River Programs supports the development of a water access (boat ramp) within Van Meter's Recreation Complex as part of their planned improvements for the area.

Van Meter lies just downstream of the confluence of the South and North Raccoon rivers, both of which are state designated water trails that receive moderate to heavy use in the seasonable months of the year.

In addition to providing greater accommodation for existing use, a new access in Van Meter will likely increase use. Shorter distances between accesses tend to attract beginner paddlers and tubers.

DNR River Programs will provide assistance with access placement, design and permitting for this project.

Thanks for your consideration.

A handwritten signature in black ink, appearing to read "John Wenck".

John Wenck
Water Trails Coordinator
Iowa Department of Natural Resources



STATE OF IOWA

TERRY E. BRANSTAD, GOVERNOR
KIM REYNOLDS, LT. GOVERNOR

DEPARTMENT OF NATURAL RESOURCES
CHUCK GIPP, DIRECTOR

July 27, 2015

REAP Grant Program
Iowa Department of Natural Resources
Wallace State Office Building
502 E. 9th Street
Des Moines, IA 50319

Dear Grant Committee:

I fully support funding of the REAP grant request regarding the City of Van Meter desire to improve their Recreation Complex by including access to the Raccoon River and Two Rivers WMA.

Currently there is very limited access to the river in this area due to the steep bank in the Recreation Complex. With the increase in water recreation, people paddling and floating the river have used the area under Hwy R16 as an access point which provides some logistic and safety issues. Providing access from the City Recreational Complex it will give river users better access to the river.

Two Rivers WMA currently has limited access, due to problems with ATV's, vandalism and dumping the road to access the area has been temporarily closed until an alternative access can be developed on the Recreational Complex. This access would provide user group's access to this WMA.

I urge you to support this project through REAP grant funding.

Sincerely,

A handwritten signature in black ink, appearing to read "Joshua Gansen".

Joshua Gansen
Wildlife Management Biologist
Iowa Department of Natural Resources
(515) 432-2545
Joshua.Gansen@dnr.iowa.gov

DALLAS COUNTY REAP MEETING

August 12, 2015

The meeting was called to order by Chairman, Mike Wallace, at 9:00 a.m. at the Dallas County Conservation Board office at Forest Park Museum in Perry, Iowa. Those in attendance were:

Representing City of Dallas Center:

Kathy Steele, City of Dallas Center, 515-992-3725
cityhall@dallascenter.com

Representing Van Meter Parks and Rec:

Alex Brayton, Van Meter Parks and Rec, 515-518-5734
abrayton@vanmeteria.gov

Representing City of Waukee:

Matt Jermier, City of Waukee, 515-978-0007
mjermier@waukee.org

Representing Dallas County Conservation Board (DCCB) & Foundation:

Mike Wallace, 14581 K Avenue, Perry 50220, 515-465-3577
mike.wallace@co.dallas.ia.us

Representing City of Perry:

Sven Peterson, City of Perry, 515-465-2481
sven.peterson@perryia.org

Approve Agenda

Matt Jermier moved and Kathy Steele seconded to approve the agenda as presented. All members present voted "aye".

Select County REAP Chair and Vice Chair

Matt Jermier moved and Kathy Steele seconded to re-elect Mike Wallace as Chair of the REAP committee. All members present voted "aye".

Kathy Steele moved and Sven Peterson seconded to elect Matt Jermier as Vice-Chair of the REAP committee. All members present voted "aye".

Review minutes of the last Dallas County REAP committee meeting

Kathy Steele moved and Matt Jermier seconded to approve the August 8, 2014 minutes as written. All members present voted "aye".

Review which projects from the past year have been funded from REAP

1. DCCB grant request for acquisition and construction of paved multi-recreational trail to connect the Raccoon River Valley Trail in Perry to the High Trestle Trail in Woodward was not funded.

2. City of Perry grant request to establish a vegetated storm water buffer and trail loop between an existing wetland and residential housing and a proposed soccer complex was funded.
3. City of Woodward grant request for land acquisition and development for the Woodward segment of the Raccoon River Valley Trail to High Trestle Trail connector was funded.
4. City of Waukee grant request for the construction of a regionally significant trail focuses public art installation, shelter structure and other key amenities to be located at the existing RRVT trailhead in Waukee was not funded.

Review and comment on 2015 applications

- 1.) Mike Wallace, Director of the Dallas County Conservation Board, will submit a REAP grant request for land acquisition of a two mile segment of a 9 mile paved multi-recreational trail to connect the Raccoon River Valley Trail in Perry to the High Trestle Trail in Woodward; the grant application request is for \$213,680.

Committee Comments: The committee expressed the significance of this connection of two premier trails in Iowa. The economic impact to all communities based on the connector will be huge. It will also open an opportunity to connect the Northern Metro suburbs. Des Moines residents have expressed an interest in wanting to ride west to get to the High Trestle Trail. Participants are currently riding the RRVT and then having to drive to the High Trestle Trail to ride. They would be able to continue their ride on over to the High Trestle Trail.

- 2.) City of Bouton will submit a REAP grant request to construct a trail head and pave existing city property for trail use; the grant application is for \$50,000.

Committee Comments: This project will be good for Bouton to be involved and have pride in the connector loop between the Raccoon River Valley Trail and the High Trestle Trail. This will assist in a welcoming appearance to the entrance to Bouton and will be located near their nice Community Center. Bouton offers a monthly Saturday breakfast as a fundraiser and the increased trail traffic will increase their fund raising efforts.

- 3.) Kathy Steele, City of Dallas Center, will submit a REAP grant request for construction of a permanent restroom facility at the Dallas Center trailhead. It will include outdoor electrical, a charging station and water spigots. The trail participants currently utilize the two kybos, library and a local sport's bar for restrooms; the grant application is for \$33,700.

Committee Comments: A permanent restroom facility would hold people in the city for a variety of other services. Some folks will not use a kybo and opt to travel onto the next town. This is a needed trail amenity in Dallas Center. This will add some landscaping beautification to the trail head. It will be utilizing "environmentally green" with LED lighting.

- 4.) Alex Brayton, Van Meter Parks and Rec, will submit a REAP grant request for a paved trail and improvements to the two rivers access area; the grant application is for \$75,000.

Committee Comments: Upgrade for this access is long overdue. It is not currently accessible due to the poor condition and has been closed to vehicles driving down to the access. This public safety improvement will make it much easier to enter and exit the river. It will relieve some of the traffic at the Puckerbrush access area, which is too crowded. The paved trail will add to the overall recreational opportunities of the city.

- 5.) Matt Jermier, City of Waukee, will submit a REAP grant request for the surfacing of a small triangular piece of the west section of the parking lot and a permanent shelter structure built over the fabric shade structure of the current Waukee trail head; the grant application is for \$125,000.

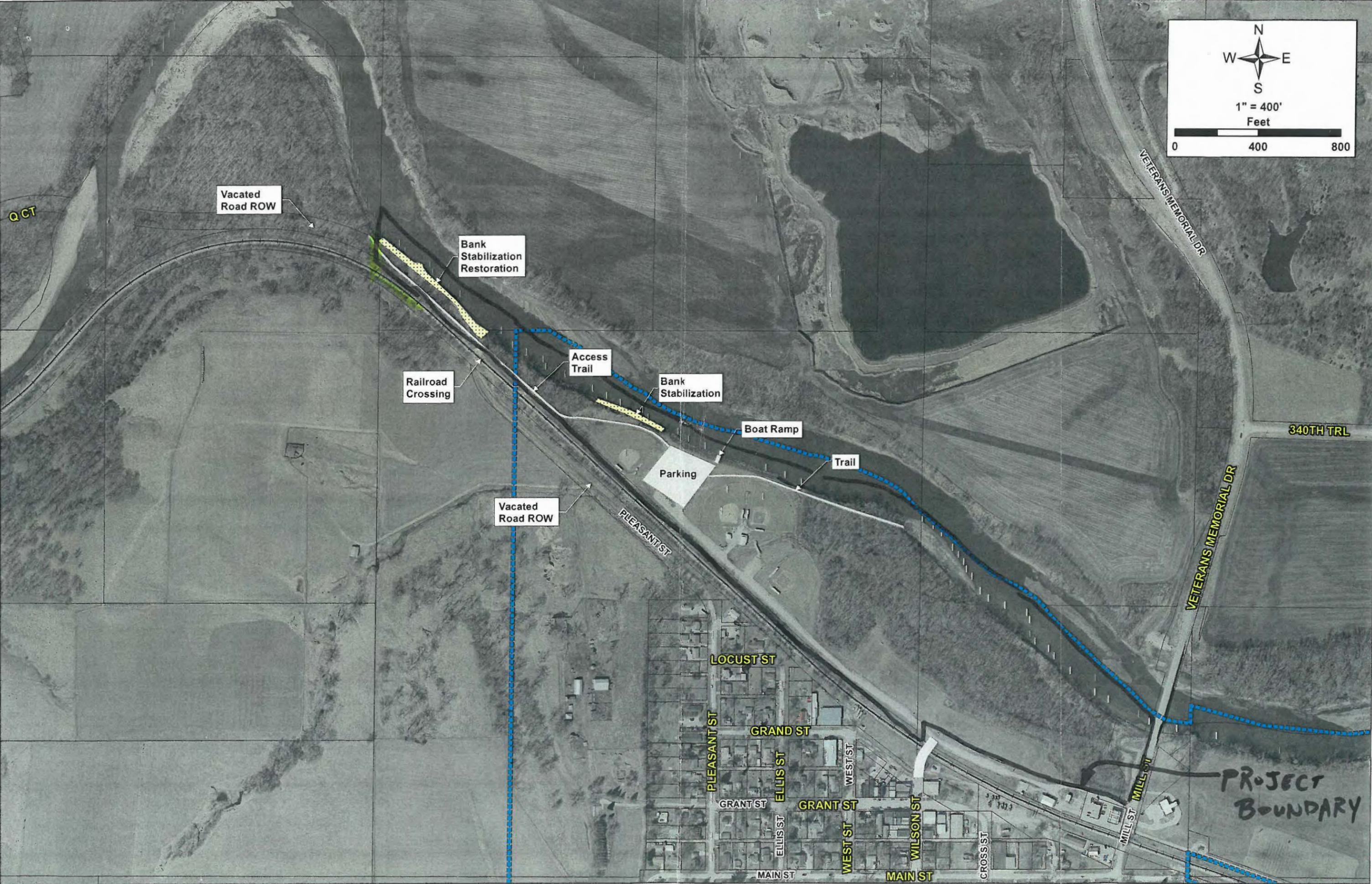
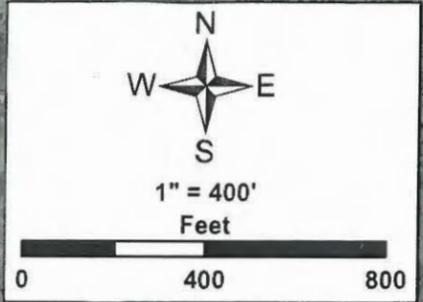
Committee Comments: Use of this trailhead is important to the city to keep people in Waukee for services and additional amenities are wanted at that trailhead. It's a great trailhead site to start and end a ride. There is a safety issue with people parking along R22. This trail head is used year around as snow mobiles use the trail during the winter. These are needed key amenities to be located at the existing RRVT trailhead and park in Waukee.

Review and Discuss Dallas County REAP 5 year plan

The committee discussed the county five year REAP plan. Matt Jermier moved and Sven Peterson seconded to keep the same plan to show the following priorities: land acquisition, trails, water trails, trail connections, Greenbelt management plans and implementation, and the development of recreational areas. All members present voted "aye".

There being no further business to discuss at this time, the meeting was adjourned at 10:00 a.m.

Submitted by:
Sherry James, DCCB Staff



Vacated Road ROW

Bank Stabilization Restoration

Railroad Crossing

Access Trail

Bank Stabilization

Boat Ramp

Parking

Trail

Vacated Road ROW

PLEASANT ST

LOCUST ST

GRAND ST

GRAND ST

GRAND ST

MAIN ST

MAIN ST

PLEASANT ST

ELLIS ST

WEST ST

WILSON ST

CROSS ST

MILL ST

VETERANS MEMORIAL DR

340TH TRL

VETERANS MEMORIAL DR

PROJECT BOUNDARY



Van Meter Receives REAP Award for Trail

Van Meter Parks and Recreation has been awarded a grant of \$75,000 from Resource Enhancement and Protection commonly referred to as REAP.

REAP invests in projects that enhance and protect the Iowa's natural and cultural resources. 15% of REAP is set aside for grants to cities for projects that help establish natural areas, encourage outdoor recreation and resource management.

The grant money will be used for developments at the Van Meter Recreation Complex. Van Meter Parks and Recreation looks to improve access to the Raccoon River through a boat ramp, parking area, bank stabilization and a multi-use trail running east and west to the Two Rivers Access Point over the next few years.

This money will benefit the community through improved access to the many resources in the area for the growing local population. Direct recreational benefits will be provided for users interested in boating, paddling, floating, fishing, biking, birdwatching, hiking, and more.

Van Meter Parks and Recreation was established in 2015 and takes great pride in the current recreation facilities owned and maintained by the City of Van Meter. Making improvements and increasing recreational offerings to the citizens of Van Meter is a priority for the department.

In its 26 years, REAP has benefited every county in Iowa by supporting 15,000 projects. REAP has funded these projects with \$230 million in state investments, leveraging two to three times the amount in private, local and federal dollars. Collectively, these projects have improved the quality of life for all Iowans with better soil and water quality; added outdoor recreation opportunities; sustained economic development; enhanced knowledge and understanding of our ecological and environmental assets, and preservation of our cultural and historic treasures.

REAP has benefitted this area greatly over 26 years.

Agenda Item #10 - Emergency Management Discussion

Submitted for:

Discussion

Recommendation:

N/A

Sample Language:

Mayor: *Does the City Council or Staff have thoughts about what we should submit as goals for the Emergency Management Agency?*

Agenda Item #11 - 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

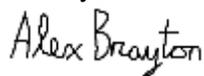
Attn: Jake Anderson

During the week of October 5, 2015, Van Meter Parks and Recreation completed work for submission to the Federal Emergency Management Agency (FEMA). Moving forward, the FEMA representatives assigned to the city will complete a project worksheet detailing all the information submitted for review. The documents recently submitted to FEMA include:

- Force Account Labor records for debris removal completed
- Equipment Inventory and Usage records for debris removal
- Costs for replacement of all lost or damaged contents owned by the City and expenses incurred thus far totaling \$20,797.62
- Estimates for Force Account Labor to be completed totaling 60 hours
- Estimates for Contracted Work to be Completed totaling \$49,446.00 to repair ball fields
- Photographs showing debris and damage to property and contents

In the coming weeks, Van Meter Parks and Recreation intends to complete the removal of sediment from the skinned areas of the baseball infields and begin permanent work on reestablishing outfield and skirt grass. Contracted work will be used to install Red Ball Diamond Ag Lime and laser grade the infield skinned area for positive drainage, install flex-clay in the pitching, catching, and hitting areas, and install sod in the infield grass area. The fields are expected to be ready for use in the spring contingent upon establishment of grass in the outfield playing areas.

Thank you,



Alex Brayton
Parks and Recreation Coordinator

Van Meter Public Library
CirculationSummary
Transactions 9/1/2015 through 9/30/2015, VMPL

Totals for This Period

Checked out	400
Checked in	423
Renewed	80
Used in-library	0
Fines and charges	\$0.00
Payments collected	\$0.00
Ledger adjustments	\$0.00

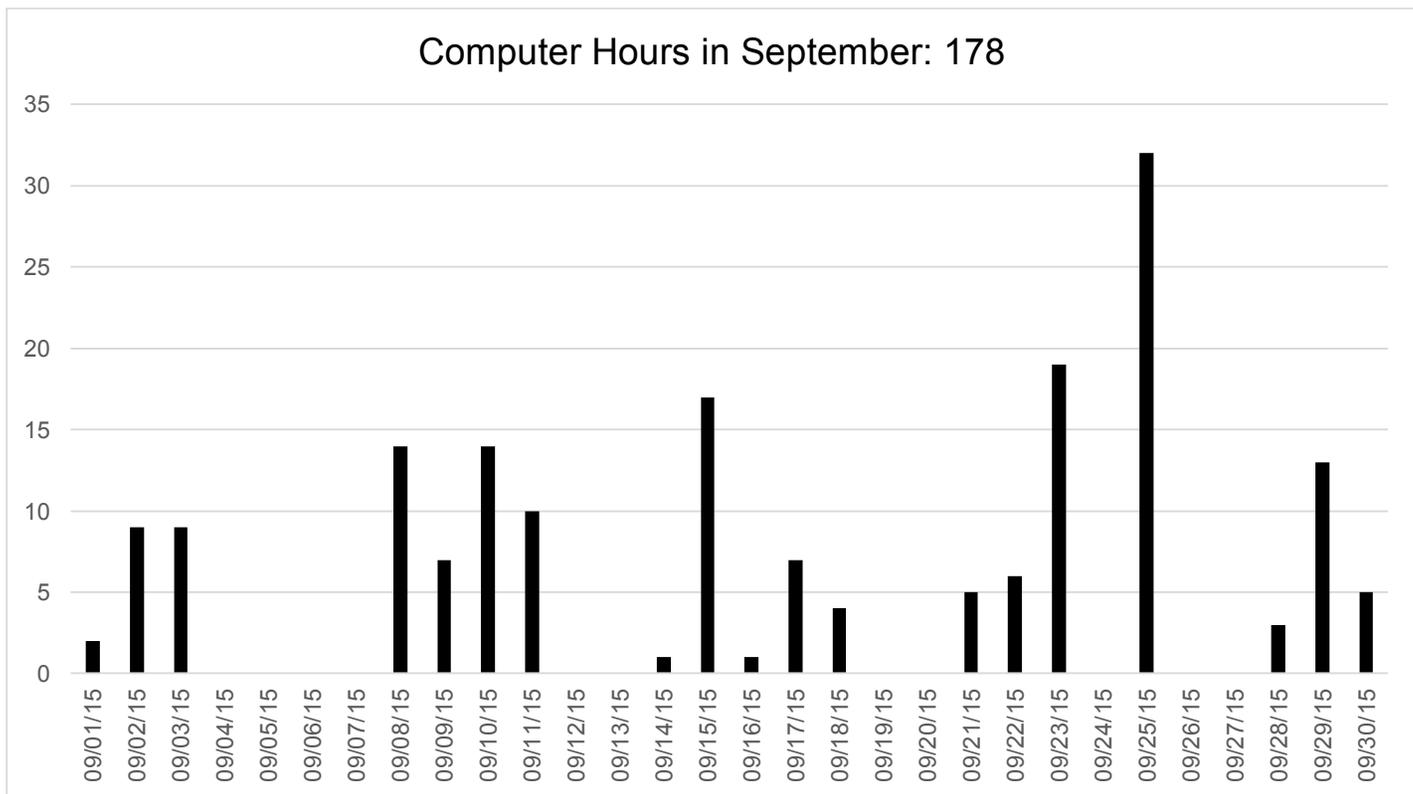
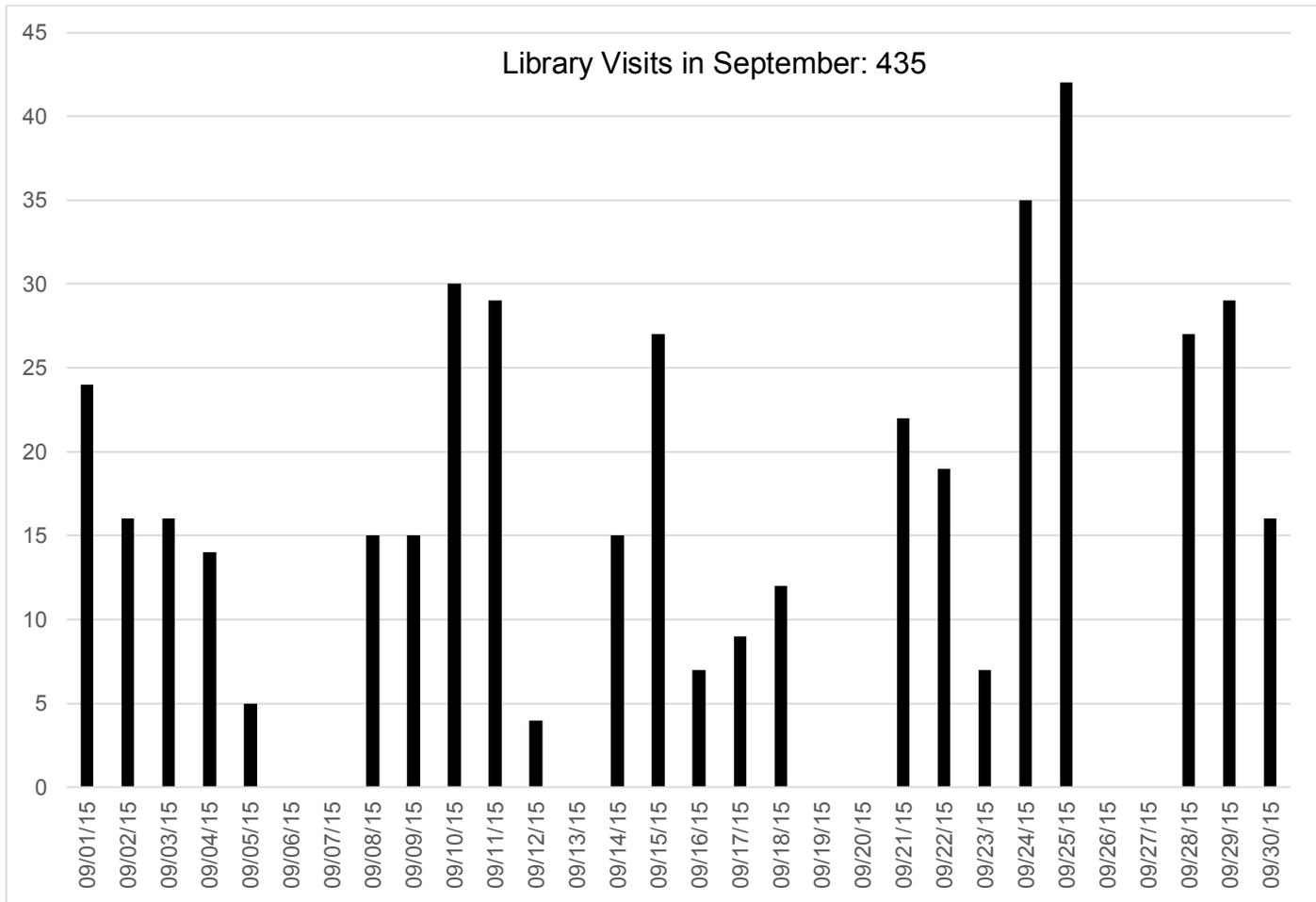
As of 10/9/2015, 10:49 am

Materials checked out	205
Materials overdue	76
Patrons overdue	36

Van Meter Public Library
Multi-Day Circulation Statistics

Transactions 9/1/2015 through 9/30/2015, VMPL

Date	Out	In	Renew	In-Lib Use	Fines & Charges	Payments	Adjustments	
Tuesday	01-Sep-2015	31	28	3				
Wednesday	02-Sep-2015	4	10	8				
Thursday	03-Sep-2015	45	26					
Friday	04-Sep-2015	17	11					
Saturday	05-Sep-2015	3						
Sunday	06-Sep-2015							
Monday	07-Sep-2015							
Tuesday	08-Sep-2015	16	24	7				
Wednesday	09-Sep-2015	14	26	7				
Thursday	10-Sep-2015	39	28	3				
Friday	11-Sep-2015	23	13	6				
Saturday	12-Sep-2015	5	1					
Sunday	13-Sep-2015							
Monday	14-Sep-2015	11	23	7				
Tuesday	15-Sep-2015	27	50	4				
Wednesday	16-Sep-2015	6	10					
Thursday	17-Sep-2015	5	16	4				
Friday	18-Sep-2015	27	2	1				
Saturday	19-Sep-2015	5	9					
Sunday	20-Sep-2015							
Monday	21-Sep-2015	13	20	1				
Tuesday	22-Sep-2015	9	16	12				
Wednesday	23-Sep-2015	5	9					
Thursday	24-Sep-2015	25	11					
Friday	25-Sep-2015	33	15	4				
Saturday	26-Sep-2015							
Sunday	27-Sep-2015							
Monday	28-Sep-2015	6	28	2				
Tuesday	29-Sep-2015	19	25	4				
Wednesday	30-Sep-2015	12	22	7				
Totals		400	423	80	0	0.00	0.00	0.00





DIRECTOR'S REPORT OCTOBER 2015

Operations

Cataloging/withdrawing materials in Surpass continues, as well as adding new materials to the collection, and damaged materials are being repaired. We are also increasing our interlibrary loans, so regular maintenance is increasing.

Circulations with Surpass continues to be fairly high, though we are lower this month than the previous months. Visits and computer use were down the month of September as well, though not by much.

Projects

Small projects completed in September include researching Large Print book vendors, evaluating directional signs in the library, review computer management methods and software, and visiting the school's library.

I have also been reviewing Policies and Procedures manuals, to ensure they are consistent with the library's goals and the core values of the American Library Association. We also submitted the paperwork to begin the process of creating the Van Meter Public Library Foundation and are now awaiting a response.

Programming

Dallas Co. Reads 1 Book was a great success, featuring author C.J. Box and his book "Blue Heaven". People from all over Iowa came to this event and hear the author speak about his book.

The Van Meter Visitor Festival took place on Sept. 26th. We had a smaller turnout this year than last year, but still lots of fun and great groups of people for the author talks and walking tours.

The library celebrated Banned Books week Sept. 28th – October 2nd. Displays were created to show how censorship has developed and evolved over time, and how censorship is different all over the world.

The Pre-K students made a special trip to the library October 1st and we learned all about the library, how to find the books they like, and read stories.

In October the library will be hosting several events: Spooky Movie Fridays, Pumpkin Carving/Painting (with Parks & Rec), and Beggars Night we will be handing out treats.

Censorship and Banned Books Week

Libraries are advocates for the freedom of the press and the freedom to read, inalienable rights guaranteed in the United States Constitution. Despite that, there are an astonishing number of threats to that freedom occurring in libraries today. Censorship is the suppression of ideas and information that certain persons (individuals, groups or government officials) find objectionable or dangerous. It is no more complicated than someone saying, "Don't let anyone read this book, or buy that magazine, or view that film, because I object to it!" Censors try to use the power of the state to impose their view of what is truthful and appropriate, or offensive and objectionable, on everyone else. Censors pressure public institutions, like libraries, to suppress and remove from public access information they judge inappropriate or dangerous, so that no one else has the chance to read or view the material and make up their own minds about it. The censor wants to prejudice materials for everyone.

Censorship occurs when expressive materials, like books, magazines, films and videos, or works of art, are removed or kept from public access. Individuals and pressure groups identify materials to which they object. Sometimes they succeed in pressuring schools not to use them, libraries not to shelve them, book and video stores not to carry them, publishers not to publish them, or art galleries not to display them. Censorship also occurs when materials are restricted to particular audiences, based on their age or other characteristics.

Banned Books Week brings together the entire book community-librarians, booksellers, publishers, journalists, teachers, and readers of all types-in shared support of the freedom to seek and to express ideas, even those some consider unorthodox or unpopular.

Via: ilovelibraries.org & ala.org

Agenda Item #12 - 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.*