

-NOTICE OF A PUBLIC MEETING-
Governmental Body: Van Meter City Council
Date of Meeting: ~~Monday, November 9, 2015~~ CANCELED
RESCHEDULED: Thursday, November 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 October 12, 2015 City Council meeting
 - b. October Claims list
 - c. October Financial Statement
 - d. Approve a Resolution establishing a “Gas and Electric Franchise Fee” fund.
 - e. Approve a Liquor License Application for Casey’s General Store (700 Debra Drive)
 - f. Approve a Liquor License Application for Zarapes Bar & Grill & Mexican Food (420 Mill Street).
 - g. Approve a grant agreement with the Department of Natural Resources (REAP Award).
8. Discussion and action concerning proposals received for Business Banking Services.
9. Discussion and possible action concerning a proposed purchase agreement for a fire truck.
10. 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, E911
11. City Administrator performance evaluation – closed session pursuant to Iowa Code 21.5(1) (i).
12. Possible action concerning the City Administrator’s performance evaluation.
13. Adjourn

Agenda Item #1 - Call to Order

Submitted for:

Recommendation:

Sample Language:

Mayor: *The time is Seven O'clock PM on Thursday, November 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, October 12, 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, Owen Stump and Elizabeth Tweed. Mike Peterson was absent.

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

- 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 Tweed. 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 September 14, 2015 council meeting.
 - b. September Claims list.

VENDOR	REFERENCE	AMOUNT
ACCO	WATER CHEMICALS	\$ 794.00
XEROX BUSINESS SERVICES LLC	FH CLOUD ANNUAL CONTRACT	\$ 1,999.00
AGSOURCE COOP SERVICES	WASTE WATER/PUBLIC WATER TEST	\$ 88.00
ALEX BRAYTON	MILEAGE 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/MILEAGE	\$ 235.72
BOBS AUTO PARTS	POLICE DEPT/PUB WORKS SHOP	\$ 39.62
BRIAN ANDERSON CONST	ROOF REPAIRS - CITY HALL	\$ 9,990.00
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 & 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
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
EFTPS	FED/FICA TAX	\$ 3,704.15
ELECTRONIC ENGINEERING	REPAIR ELECTRICAL SHORT	\$ 169.95
ESTERVILLE PUBLIC LIBRARY	HARDCOVER BOOK	\$ 14.37
FOSTER COACH SALES INC	2009 LIFELINE F350 AMBULANCE	\$ 12,500.00
HAWKEYE TRUCK EQUIPMENT	SNOWPLOW & ACCESSORIES/INSTALL	\$ 6,500.00
HEARTLAND COOP	FD DIESEL	\$ 34.00
IFMCV	MONTHLY RENT PER LEASE/OPTION	\$ 1,000.00
ILEA	MMPI ALEXANDER ALAVI	\$ 180.00
IOWA DNR	ANNUAL WATER USE FEE 2016	\$ 99.00
IOWA ONE CALL	EMAIL COMMUNICATION	\$ 25.10
IPERS	PROTECT IPERS	\$ 2,022.18
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 AUTO	PARKS LAWN MOWER REPAIRS	\$ 507.83
MATHESON TRI GAS INC	OXYGEN	\$ 20.60
MEDIACOM	INTERNET SERVICES	\$ 205.90
METHODIST OC/HEALTH	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
SHORTELT INC	PHONE SERVICES CITY HALL	\$ 205.10
SQUARE, INC	CREDIT CARD ACCEPTANCE FEE	\$ 64.64
SYNCB/AMAZON	LIBRARY MATERIALS/BOOKS & DVDS	\$ 83.10
THATS MY TRUCK	LIGHT MOUNT,SIDE STEP, FLAPS	\$ 2,434.00
THE HARTFORD	EMPLOYEE LIFE/DIS INS	\$ 285.33
TREAS - ST OF IA SALES TX	QRTLY SALES TAX - 3RD QRT 15	\$ 2,623.00
TREAS - STATE OF IOWA W/H	STATE TAX	\$ 599.00
UNITYPOINT CLINIC	DRUG TEST RESULTS	\$ 37.00
US POSTMASTER	OCT UT BILLS/NEWSLETTERS	\$ 198.37
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
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
	***** REPORT TOTAL *****	\$ 93,554.76

c. September Financial Statements and Quarterly Investment Report.

FUND	RECEIVED	DISBURSED
GENERAL	\$ 35,024.60	\$ 63,701.82
LIBRARY TECHNOLOGY FUND	\$ 0.01	\$ -
VEHICLE REPLACEMENT-FIR	\$ -	\$ 12,500.00
FARMERS MARKET	\$ 25.00	\$ -
PARK OPERATIONS	\$ 75.00	\$ 3,522.40
ROAD USE TAX	\$ 12,484.34	\$ 16,155.31
EMPLOYEE BENEFITS	\$ 2,318.99	\$ 6,527.17
EMERGENCY FUND	\$ 264.69	\$ -
TIF-CR ESTATE	\$ 14,245.84	\$ -
TIF ORIGINAL (420-844)	\$ 2,482.34	\$ -
PARK TRUST FUND	\$ 0.18	\$ -
LIBRARY TRUST FUND	\$ 1,445.16	\$ 5,812.88
VM COMMUNITY BETTERMENT	\$ 342.00	\$ 55.00
DEBT SERVICE	\$ 3,881.73	\$ -
CEMETARY-PERPETUAL CARE	\$ 200.00	\$ -
WATER	\$ 16,814.34	\$ 14,552.39
SEWER	\$ 12,916.45	\$ 12,871.37
*****REPORT TOTOAL*****	\$ 102,520.67	\$ 135,698.34

d. Resolution #2015-33, "A Resolution to accept written requests for TIF Certification from Crestview Estates No 1 LLC and Grinnell St Bank per development agreements."

Lacy moved supported by Sacker to adopt and approve Resolution #2015-34, "A Resolution Adopting the Revised Consent Agenda." Passed unanimously.

- 8) Mayor Adams asked Public Safety Director Daggett to present the 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. Daggett explained that the City had been awarded the grant from the DOJ's COPS program which will fund the wages of an officer for a three year period if the City will fund the position for the fourth year. Tweed moved supported by Stump to approve and accept the grant and authorize the Public Safety Committee to hire per the recommendation. Passed unanimously.
- 9) Mayor Adams asked City Administrator Anderson to present the 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. Anderson explained that the grant was awarded by the DNRs REAP program and that the grant requires no match. Anderson explained that the improvements will be done as a part of a larger concept plan to improve access to the Raccoon River. Moved by Sacker supported by Tweed to approve and accept the grant. Passed unanimously.
- 10) Mayor Adams led a discussion concerning the strategic planning efforts of the Dallas County Emergency Management Agency. Adams solicited what the Council and Staff might expect from the Agency. General discussion centered on coordinating emergency operations planning and the presentation of disaster exercises.
- 11) Department/Committee Reports

City Engineer Veenstra reported on the progress of the well field exploration component of the Water Treatment Plant project.

Anderson reported on the re-roofing of City Hall and the progress of the Verizon Wireless cellular array installation at the City's water tower.

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

- 12) Having no further business Mayor Adams asked for a motion to adjourn. Moved by Lacy supported by Stump. 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	651.50		
ACCUJET LLC	LATERAL LINE LAUNCH - SW	250.00		
ADEL AUTO PARTS	BATTERIES FOR 842	213.58		
AGSOURCE COOPERATIVE SERVICES	WA/SW TESTING	337.00		
B&B LEASING & RENTAL	MACHINE RENTAL REC COMPLEX	793.30		
BOB CARR	REIMBURSE RESCUE BOAT PURCHASE	49.89		
BOB LACY	MILEAGE TO MEETINGS	36.23		
BOB LENC	IRRIGATION REPAIRS REC COMP	390.64		
BOBS AUTO PARTS	OIL CHANGE	51.26		
CARE	STUFF UT BILLS/NEWSLETTER OCT	100.00		
CASEY'S GENERAL STORE	PD GAS	864.87		
CENTURY LINK	FIRE PHONE	330.65		
CHARLES GABUS FORD	2016 FOR F250 PICKUP PW	30,497.92		
DALLAS CO SHERIFFS BENEVOLENT	ID CARD	2.00		
DELTA DENTAL	EMPLOYEE DENTAL INS	551.16	11178541	10/31/15
DEMCO	LIBRARY SUPPLIES	170.60		
EFTPS	FED/FICA TAX	3,593.70	11178539	10/23/15
EFTPS	FED/FICA TAX	3,694.44	11178544	11/06/15
ELECTRONIC ENGINEERING	BATTERY REPLACEMENT & TESTING	244.95		
FOTRONIC CORP	SHIPPING FEES SOUND METER	68.00		
FRED SCHIMMELS	REPAIRS ON 839 AND 844	1,448.94		
HACH	WATER CHEMICALS	374.39		
HEARTLAND COOP	FIRE DEPT DIESEL	133.67		
ICMA	ICMA MEMBERSHIP RENEWAL	640.00		
IFMCV	MONTHLY RENT PER LEASE/OPTION	1,000.00		
IOWA WORKFORCE DEVELOPMENT	WELKER UNEMPLOYMENT	5,400.00	11178536	10/19/15
AMES POLICE DEPT	IPCCA MEMBERSHIP DUES	75.00		
IPERS	PROTECT IPERS	2,018.33	11178537	10/23/15
JESTER INSURANCE SERVICE	ADD 2016 FORD PICKUP	335.00		
JETCO INC	SUBMERSIBLE TRANSDUCER	2,422.10		
JIMS JOHNS INC	3 PORTABLE UNITS	150.00		
JW TREE SERVICE	TREE & STUMP REMOVAL - TAFT	600.00		
KONICA MINOLTA	QRTLY STATMENT	198.95		
LA CROSSE SEED	GRASS SEED REC COMPLEX	1,260.00		
LIZ THOMPSON	THOMPSON CPM 23/DINING	60.54		
LOWE'S	FIRE DEPT	99.12		
MATHESON TRI GAS INC	OXYGEN	21.12		
MEDIACOM	INTERNET	205.90		
MIDAMERICAN ENERGY	GAS/ELEC	2,108.47		
MUNICIPAL SUPPLY INC	MXUS & WATER FLAGS	1,499.00		
OFFICE DEPOT	LIB SUPPLIES	175.64		
SHORTEL INC	CITY HALL PHONE SERVICES	205.10		
SQUARE, INC	CREDIT CARD ACCEPTANCE FEE	41.55	11178543	10/31/15
STIVERS FORD	WIPER BLADES/LIGHT ELEMENT	48.28		
SYNCB/AMAZON	PD BOOKS	185.06	25569	10/29/15
THE HARTFORD	EMPLOYEE LIFE/DIS INS	274.65	11178542	10/31/15
TREAS - STATE OF IOWA W/H	STATE TAX	601.00	11178538	10/23/15
TYCO INTEGRATED SECURITY LLC	QUARTERLY BILLING	120.00		
US POSTMASTER	MAIL NOV UT BILLS/NEWSLETTERS	199.82	25570	10/29/15
VEENSTRA & KIMM INC	ENG SERVICES/BLDG PERMITS	2,967.80		
WASTE CONNECTIONS	GARBAGE CONTRACT	6,568.21		

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

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
WELLMARK WHITFIELD & EDDY PLC	EMPLOYEE HEALTH INS LEGAL SERVICES	10,926.67 2,267.50	11178540	10/31/15
**** PAID TOTAL ****		27,486.38		
**** SCHED TOTAL ****		60,037.12		
**** OPEN TOTAL ****				
**** ON HOLD TOTAL ****				
***** REPORT TOTAL ****		===== 87,523.50 =====		

DEPT DEPT NAME	TOTAL	CHECK#	DATE
LIABILITIES	9,907.47		
POLICE	3,461.12		
EMERGENCY MANAGEMENT	12.54		
FIRE	2,205.51		
AMBULANCE	21.12		
ROADS, BRIDGES, SIDEWALKS	18,908.05		
STREET LIGHTING	208.78		
GARBAGE	6,568.21		
LIBRARY	7,310.17		
PARKS	431.54		
RECREATION	2,766.33		
MAYOR/COUNCIL/CITY MGR	36.23		
CLERK/TREASURER/ADM	1,588.28		
LEGAL SERVICES/ATTORNEY	4,180.30		
CITY HALL/GENERAL BLDGS	656.76		
WATER	22,781.43		
SEWER/SEWAGE DISPOSAL	6,479.66		

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

FUND	FUND NAME	TOTAL	CHECK#	DATE
001	GENERAL	21,745.78		
059	PARK OPERATIONS	920.73		
110	ROAD USE TAX	18,454.49		
112	EMPLOYEE BENEFITS	12,103.42		
182	LIBRARY TRUST FUND	1,493.67		
186	SITE CERT/WA PROJECT	1,055.00		
600	WATER	23,494.12		
610	SEWER	8,256.29		



CITY OF VAN METER

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

<u><i>Treasurer's Report</i></u>	
Book Balance, Beginning of Month:	\$1,102,634.99
Add: Total Revenues this Month: with transfers	\$337,145.01
Less: Total Expenditures this Month: with transfers	(\$101,727.43)
Add: Δ Liability	\$0.00
Book Balance End of Month:	\$1,338,052.57

<u><i>Bank Reconciliation</i></u>	
Checking Account Balance End of Month:	\$820,906.64
Less: Outstanding Transactions (Cash Report):	(\$8,034.23)
Adjusted Checking Account Balance:	\$812,872.41
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	\$220,834.59
IPAIT – park	\$20,623.86
IPAIT – library	\$17,061.86
IPAIT – library/technology	\$1,187.28
IPAIT TOTAL:	\$259,707.59
Certificate of Deposit/ESB	\$250,000.00
Wells Fargo – savings acc't	\$15,142.57
Total Investments:	\$524,850.16
Total of Bank Statements End of Month	\$1,338,052.57

Difference:	\$0.00
Note(s):	

Verify: Mayor or Mayor Pro Tem:

CALENDAR 10/2015, FISCAL 4/2016

ACCOUNT TITLE	LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
001 GENERAL	30.96	115,053.29	44,905.21	.00	70,179.04
049 VEHICLE INSPECTION FUND	9,517.93	.00	.00	.00	9,517.93
051 LIBRARY TECHNOLOGY FUND	134.31	.01	.00	.00	134.32
052 PW-VEHICLE REPLACEMENT	7,000.00	.00	.00	.00	7,000.00
053 FD-VEHICLE REPLACEMENT	18,044.93	.00	.00	.00	18,044.93
054 VEHICLE REPLACEMENT-POL	5,631.25	.00	.00	.00	5,631.25
055 VEHICLE REPLACEMENT-FIR	1,403.82	.00	.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	3,494.21	.00	.00	.00	3,494.21
059 PARK OPERATIONS	6,038.10-	.00	3,307.51	.00	9,345.61-
110 ROAD USE TAX	73,802.53	9,549.84	6,751.16	.00	76,601.21
112 EMPLOYEE BENEFITS	90,038.75	22,420.33	14,370.39	.00	98,088.69
119 EMERGENCY FUND	390.32	2,558.99	.00	.00	2,949.31
121 LOCAL OPTION SALES TAX	.00	.00	.00	.00	.00
125 TIF-CR ESTATE	222,392.83	74,748.47	.00	.00	297,141.30
126 TIF-WH PINES SUBDIVISIO	10,798.15	17,726.74	.00	.00	28,524.89
127 TIF-POLK CO. BANK	41,097.19	11,833.71	.00	.00	52,930.90
128 TIF-STANDBROUGH	.00	.00	.00	.00	.00
129 TIF ORIGINAL (420-844)	44,537.34	20,849.22	.00	.00	65,386.56
180 PARK TRUST FUND	33,889.34	.17	.00	.00	33,889.51
181 REC TRUST	143,774.41	.00	.00	.00	143,774.41
182 LIBRARY TRUST FUND	46,687.99	.14	3,277.92	.00	43,410.21
183 VM COMMUNITY BETTERMENT	2,311.03	.00	55.00	.00	2,256.03
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	8,745.93-	34,332.82	.00	.00	25,586.89
205 DEBT SERVICE-WATER	.00	.00	.00	.00	.00
213 DEBT SERVICE-LIFT STATI	.00	.00	.00	.00	.00
300 SIDEWALK CAPITAL PROJEC	.00	.00	.00	.00	.00
500 CEMETARY-PERPETUAL CARE	22,700.00	.00	.00	.00	22,700.00
600 WATER	105,844.05	16,570.14	16,596.19	.00	105,818.00
606 WATER MAIN PROJECT	37,710.29	.00	.00	.00	37,710.29
610 SEWER	3,973.07	11,501.14	12,464.05	.00	3,010.16
612 DEBT SERVICE-SEWER LAGO	.00	.00	.00	.00	.00
Report Total	1,102,634.99	337,145.01	101,727.43	.00	1,338,052.57

Resolution # 2015-_____ “A Resolution to Establish a Park Operations Fund and a Concessions Change Fund”

Whereas, the Van Meter City Council by approval and adoption of Ordinance 249 and Ordinance 250 established the imposition of a franchise fee to be collected from MidAmerican Energy Gas and Electric utility customers within the City of Van Meter and,

Whereas, The Van Meter City Council by approval and adoption of Resolution #2015-17, “A Resolution Adopting a Revenue Purpose Statement Regarding the Use of Revenues from Proposed Gas and Electric Franchise Fees pursuant to Iowa Code 364.2(4)(f)” now,

Therefore be it resolved by the City Council of the City of Van Meter, Iowa that the Gas and Electric Franchise Fee Fund is hereby established.

Passed and Approved this 9th Day of November 2015.

_____ Mayor Allan Adams

ATTEST:

_____ Liz Thompson, City Clerk

Applicant License Application (LE0002070)

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

Contact Person

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

Classification Class E Liquor License (LE)

Term:12 months

Effective Date: 01/10/2016

Expiration Date: 01/09/2017

Privileges:

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

Status of Business

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

Ownership

42-0935283 Casey's General

Stores, Inc.
First Name: 42-0935283 **Last Name:** Casey's General Stores, Inc.
City: Ankeny **State:** Iowa **Zip:** 50021-804
Position: Owner
% of Ownership: 100.00% **U.S. Citizen:** Yes

Michael Richardson

First Name: Michael **Last Name:** Richardson
City: Pleasant Hill **State:** Iowa **Zip:** 50327
Position: President
% of Ownership: 0.00% **U.S. Citizen:** Yes

Robert C. Ford

First Name: Robert C. **Last Name:** Ford

City: Dallas Center **State:** Iowa **Zip:** 50063
Position: Vice President
% of Ownership: 0.00% **U.S. Citizen:** **Yes**
Julia L. Jackowski
First Name: Julia L. **Last Name:** Jackowski
City: Urbandale **State:** Iowa **Zip:** 50322
Position: Secretary
% of Ownership: 0.00% **U.S. Citizen:** **Yes**
James Pistillo
First Name: James **Last Name:** Pistillo
City: Urbandale **State:** Iowa **Zip:** 50323
Position: Treasurer
% of Ownership: 0.00% **U.S. Citizen:** **Yes**

Insurance Company Information

Insurance Company: <u>Merchants Bonding Company</u>	
Policy Effective Date: <u>01/10/2016</u>	Policy Expiration <u>01/01/1900</u>
Bond Effective <u>2</u>	Dram Cancel Date:
Outdoor Service Effective	Outdoor Service Expiration
Temp Transfer Effective	Temp Transfer Expiration Date:

Applicant License Application ()

Name of Applicant: <u>Las Lomas, LLC</u>		
Name of Business (DBA): <u>Zarapes Bar & Grill & Mexican Food</u>		
Address of Premises: <u>420 Mill St.</u>		
City <u>Van Meter</u>	County: <u>Dallas</u>	Zip: <u>50261</u>
Business <u>(515) 943-6153</u>		
Mailing <u>4034 57th St.</u>		
City <u>Des Moines</u>	State <u>IA</u>	Zip: <u>50310</u>

Contact Person

Name <u>Juan E. Medrano</u>		
Phone: <u>(515) 943-6153</u>	Email	<u>pablo_medrano@hotmail.com</u>

Classification Class C Liquor License (LC) (Commercial)

Term:12 months

Effective Date: 11/09/2015

Expiration Date: 01/01/1900

Privileges:

Class C Liquor License (LC) (Commercial)

Outdoor Service

Sunday Sales

Status of Business

BusinessType: <u>Limited Liability Company</u>		
Corporate ID Number: <u>475056259</u>	Federal Employer ID	<u>475056259</u>

Ownership

Juan Medrano

First Name: Juan

Last Name: Medrano

City: Des Moines

State: Iowa

Zip: 50310

Position: owner

% of Ownership: 100.00%

U.S. Citizen: Yes

Insurance Company Information

Insurance Company: <u>Illinois Casualty Co</u>		
Policy Effective Date: <u>11/09/2015</u>	Policy Expiration	<u>11/08/2016</u>
Bond Effective	Dram Cancel Date:	
Outdoor Service Effective	Outdoor Service Expiration	
Temp Transfer Effective Date	Temp Transfer Expiration Date:	



STATE OF IOWA

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

DEPARTMENT OF NATURAL RESOURCES
CHUCK GIPP, DIRECTOR

October 27, 2015

CITY OF VAN METER
ALEX BRAYTON
3100 MILL STREET
VAN METER, IA 50261

Re: REAP Grant # 16-R4-CC, VAN METER REC AREA RIVER ACCESS AND TRAIL

Dear ALEX BRAYTON:

Congratulations! Attached please find your organizations Grant Agreement for your Resource Enhancement and Protection (REAP) grant awarded by the Department of Natural Resources (DNR). Please carefully review the grant agreement, print, sign, and return to my attention. A signed copy will be returned to you.

Please start a folder to place all grant and expense documentation in. State rules and regulations included with the application and pertaining to the REAP program effectively become part of the grant agreement.

If you have any questions, please contact me at 515-725-8213.

Sincerely,

Kathleen Moench

Kathleen Moench
Budget and Finance Bureau

Enclosures

IOWA DEPARTMENT OF NATURAL RESOURCES
502 E. 9TH STREET DES MOINES, IA 50319

RESOURCE ENHANCEMENT AND PROTECTION FUND
GRANT AGREEMENT-DEVELOPMENT

GRANTEE: CITY OF VAN METER
PROJECT TITLE: VAN METER REC AREA RIVER ACCESS AND TRAIL
CONTACT PERSON/PHONE #: ALEX BRAYTON 515-996-2644
GRANT AWARD: \$75000.00
DNR CONTACT/PHONE #: Kathleen Moench 515-725-8213

1. **PURPOSE.** The purpose of this REAP Development Grant Agreement is to enable the Iowa Department of Natural Resources (DNR), acting for the State of Iowa, to assist the **CITY OF VAN METER** (Grantee) in the development of land for the enhancement and protection of open space areas.
2. **PARTIES/AUTHORITY.** The parties to this Grant Agreement are the DNR, an agency of the State of Iowa, and the **CITY OF VAN METER**. The parties make this Grant Agreement pursuant to 1989 Iowa Code Supplement Section 455A.19(1)(a), which authorizes the Natural Resource Commission to spend certain state funds appropriated for projects to enhance and protect open spaces.
3. **GENERAL DESCRIPTION OF PROJECT LANDS.** This Grant Agreement is for your project described as:

DEVELOPMENT OF 2750 FOOT HARD SURFACED TRAIL, PARKING LOT AND SIGNAGE IN THE VAN METER REC AREA COMPLEX, LOCATED OFF MILL AND DEBRA STREETS, VAN METER, DALLAS COUNTY, IOWA.

4. **GRANT AWARD AND REIMBURSEMENTS.** The DNR will provide 100 percent of **development** costs up to a maximum amount of **\$75000.00**.
 - A. A ninety (90) percent advance reimbursement of the grant award may be requested by submitting a letter of request to:

Kathleen Moench, Budget & Grants Bureau,
Iowa Department of Natural Resources
502 E. 9th Street
Des Moines, Iowa 50319
 - B. **Final** payment will be made when the project is completed and the grantee submits a letter of request along with the following grant requirements:
 - a legal description of the property for the required Notice of Use Restriction;
 - pictures of the completed project;
 - copies of billings and canceled checks for 100 percent of the grant award;
 - contracted development work requires; a copy of the signed contract, pay estimates, and contractor's reimbursement Refund of Sales Tax;
 - final report, to include a description of the completed project and efforts made to procure goods and services from Targeted Small Businesses (TSBs).

5. **RESPONSIBILITIES.** The grantee is solely responsible for the project completion as outlined in the project proposal. The grantee will make a concerted effort to procure goods and services from Targeted Small

Businesses (TSBs) during the performance of this Grant Agreement. The DNR may provide assistance at the request of the grantee, or at the Director's recommendation.

6. **AMENDMENTS.** This Grant Agreement may be amended only by written ADDENDA signed and dated by the DNR Director or the DNR REAP coordinator. Requests for amendments shall be directed to the DNR REAP coordinator.
7. **EFFECTIVE DATE/TERMINATION.** This Grant Agreement shall become effective when it has been signed and dated by the DNR Director and the grantee. All work specified in the project proposal will be completed by **DECEMBER 31, 2017**.
8. **AVAILABILITY OF FUNDS:** If funds anticipated for the continued fulfillment of this agreement are at any time not forthcoming or insufficient, either through the failure of the State of Iowa to appropriate funds, or discontinuance or material alteration of the program under which funds were provided, then the Department shall have the right to terminate the agreement without penalty.
9. **By signing this Grant Agreement, the grantee agrees to the terms and conditions set forth in this agreement and all attachments listed below:**
 - the REAP “General Provisions” (State Administrative Rules from your application);

Date

Bruce Trautman, Deputy Director
Iowa Department of Natural Resources

ABRAYTON@VANMETERIA.GOV
Email Address

Grantee Signature, Mayor or County Board Director

Print Name, Mayor or County Board Director

Agenda Item #8 - Business Banking Services

Submitted for:

Action

Recommendation:

Approve the resolution establishing Earlham Bank as the City's Depository.

Sample Language:

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

Admin: *Reviews Proposals and Recommendation*

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.*

Resolution 2015- __, “A Resolution Authorizing Depository”

WHEREAS, the City of Van Meter sought to procure the most financially responsible business banking and investment services through a structured request for proposals process, and

WHEREAS, fees and interest rates have been compared; now

THEREFORE, BE IT RESOLVED by the City Council of the City of Van Meter, Iowa that the Earlham Savings Bank shall be the authorized depository for the City’s operating and investment funds.

IT IS FURTHER RESOLVED that the City Administrator and City Clerk are directed and authorized to establish the necessary accounts at Earlham bank and transition the City’s business before January 31, 2015.

Passed and adopted this 9th day of November, 2015.

_____ Allan B. Adams, Mayor

ATTEST:

_____ Liz Thompson, City Clerk

Agenda Item #9 - Fire Truck

Submitted for:

Action

Recommendation:

Approval

Sample Language:

Mayor: *Would staff please review the proposal.*

Staff: *Gives Review.*

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

City Councilmember _____: *So moved.*

City Councilmember _____: *Second.*

Mayor: *Roll Call Please.*

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

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



To: VAN METER FIRE DEPARTMENT
505 GRANT STREET
VAN METER, IA 50261

DATE: 10/30/2015

We hereby propose and agree to furnish, after your acceptance of this proposal and the proper execution by the Van Meter Fire Department, hereinafter called the BUYER and an officer of Rosenbauer South Dakota, LLC, hereinafter called the COMPANY, the following apparatus and equipment:

1988 SUTPHEN QUINT 65' MINI TOWER (DES MOINES, IA TRADE-IN)
VIN# 1S9A7LBD3J2003571

TOTAL ... \$10,000.00*

TEN THOUSAND DOLLARS

DELIVERY: This used apparatus will be available after the new apparatus is delivered to the City of Des Moines, IA, approximately 365 days. The Company cannot be held responsible for delays due to Acts of God, Labor Strikes, or Changes in Governmental Regulations that result in delayed delivery.

PAYMENT TERMS: Payment for the apparatus shall be made at time of pickup of the used apparatus. Van Meter Fire Department shall be responsible for picking this apparatus up from the City of Des Moines, IA. It is the responsibility of the Buyer to have full payment ready when the apparatus is complete and ready to deliver. If payment is delayed or delivery is delayed pending payment, a daily finance and storage fee may apply. Upon pickup of the apparatus by the Buyer, Buyer agrees to provide all liability and physical damage insurance. This used aerial is sold "As Is".

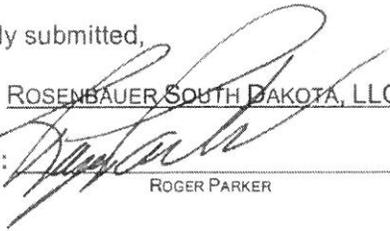
MISCELLANEOUS PROVISIONS: This agreement shall be construed in accordance with the laws of the State of South Dakota. The parties agree that any litigation arising from or in connection with any dispute between the parties under this agreement shall be venued in South Dakota. The parties agree that this agreement bears a rational relationship to the State of South Dakota, and they consent to the personal jurisdiction of such state and further consent and stipulate to venue in the above described court.

***NOTE: 1.) BASE TRUCK AS DETAILED PER THE ATTACHED SPECIFICATION PROVIDED BY THE CITY OF DES MOINES.**

The amount in this proposal shall remain firm for a period of 30 days from the date of same.

Respectfully submitted,

DEALER: ROSENBAUER SOUTH DAKOTA, LLC

SALES REP: 
ROGER PARKER

BUYER:

We accept the above proposal and enter into contract with signature below.

_____ Title _____

_____ Title _____

_____ Date _____

After company receipt of this document signed by the Buyer, the document will be reviewed and upon approval, countersigned by the Company thereby putting the document in force.

ROSENBAUER SOUTH DAKOTA, LLC

_____ Title _____

_____ Date _____

www.rosenbaueramerica.com

info@rosenbaueramerica.com

ROSENBAUER SOUTH DAKOTA, LLC
100 THIRD STREET
P.O. BOX 57
LYONS, SOUTH DAKOTA 57041
P. 605 543 5591

ROSENBAUER MINNESOTA, LLC
5181 260TH STREET
P.O. BOX 549
WYOMING, MINNESOTA 55092
P. 651 462.1000

ROSENBAUER MOTORS, LLC
5190 260TH STREET
P.O. BOX 549
WYOMING, MINNESOTA 55092
P. 651 462.1000

ROSENBAUER AERIALS, LLC
870 SOUTH BROAD STREET
FREMONT, NEBRASKA 68025
P. 402 721 7622

ADDITION TO BID:

One (1) Used Aerial Apparatus to be traded in or sold outright.

This Used Aerial Apparatus is to be bid individually, and separately of New Aerial and shall not be applied towards the price bid for New Aerial. Bidder may bid on Used Aerial only if so stated in their bid proposal. The City of Des Moines reserves the right to accept or reject any or all bids on this Used Aerial. Note: This Used Aerial is sold "as is"

1988 Sutphen "Quint" 65' Mini Tower (car #3048)

VIN # 1S9A7LBD3J2003571

Detroit Diesel Engine: 6V92TA Turbo Charged

Allison Automatic Transmission

Hale 1500 GPM single stage fire pump

400gal Fiberglass Booster Tank

Approximate Mileage: 86,000

Fire pump certified to NFPA standards 6/2015

Onan Generator w/ Lighting

to NFPA standards 10/2014

Aerial certified

Agenda Item #10 - Reports

Submitted for:
Information
Recommendation:

Sample Language:

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

Agenda Item #11 - City Admin Performance Eval

Submitted for:

Discussion

Recommendation:

N/A

Sample Language:

Mayor: *Does the Administrator wish for the conversation to occur in closed session?*

Admin: *Yes*

City Councilmember _____: *So moved.*

City Councilmember _____: *Second.*

Mayor: *Roll Call Please.*

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

Mayor: *We are adjourned into closed session the public is dismissed. Thank you.*

Agenda Item #12 - Possible Action Concerning the Admin's Performance Eval

Submitted for:

Possible Action

Recommendation:

Withheld.

Sample Language:

Mayor: *Does the Council wish to take action concerning the Administrators Performance as discussed in closed session?*

City Councilmember _____: *Motion.*

City Councilmember _____: *Second.*

Mayor: *Roll Call Please.*

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

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

Agenda Item #13 - Adjournment

Submitted for:

Action

Recommendation:

Approval

Sample Language:

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

City Councilmember _____: *So Moved.*

City Councilmember _____: *Second*

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

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

Resolution # 2015-_____ “A Resolution Concerning the Administrators Performance”

Whereas, the employment agreement between City Administrator Jake Anderson and the City of Van Meter prescribes an annual performance evaluation, and

Whereas, the Mayor and City Council have prepared an evaluation based on a mutually agreed upon process, and

Whereas, the Mayor and City Council have met with Mr. Anderson concerning the same, now

Therefore be it resolved that the City Council of Van Meter, Iowa hereby concludes that Mr. Anderson’s performance is satisfactory.

Further it is resolved that the City Council acknowledges, and again approves, the provisions of the employment agreement concerning compensation given a satisfactory performance evaluation.

Passed and Approved this 9th Day of November 2015.

_____ Mayor Allan Adams

ATTEST:

_____ Liz Thompson, City Clerk