

-NOTICE OF A PUBLIC MEETING-
Governmental Body: Van Meter City Council
Date of Meeting: Thursday, January 21, 2016
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 December 14, 2015 City Council meeting
 - b. December Claims list
 - c. December Financial Statement/Quarterly Investment Report
 - d. A Resolution Appointing Monica Blay to the Dallas County Local Housing Trust Fund for a term ending December 31, 2019
 - e. A Resolution to participate in the planning and development programs of the Southern Iowa Council of Governments.
 - f. Set February 18, 2016 at 7:00p.m. at the Veterans Reception Center at 910 Main Street in Van Meter as the date, time, and place, for a public hearing on a proposed ordinance amending the Van Meter Code of Ordinances to adopt the 2015 International Building Codes.
 - g. Set February 18, 2016 at 7:00p.m. at the Veterans Reception Center at 910 Main Street in Van Meter as the date, time, and place, for a public hearing on a proposed budget and levy rate for the Fiscal Year Ending June 30, 2017.
8. Discussion and action on a proposal to set a new day and time for the regular City Council meetings.
9. Discussion and action to approve and adopt the proposed Council Operating Guidelines.
10. Discussion and action to approve the proposed appointments to Committees of the Council.
11. Discussion and guidance on a proposal to organize a City Council team building exercise.
12. Discussion and action on a proposal to give notice of a public hearing on a proposal to amend the water billing arrangement with the residents at “Feldman Acres.”
13. 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
14. Adjourn

Agenda Item #1 - Call to Order

Submitted for:

Recommendation:

Sample Language:

Mayor: *The time is Seven O'clock PM on Thursday, January 21, 2016. I hereby call this meeting of the Van Meter City Council to order.*

Agenda Item #2 - Pledge of Allegiance

Submitted for:

Recommendation:

Sample Language:

Those Present Led by Mayor:

"I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all."

Agenda Item #3 - Civility Statement

Submitted for:

Recommendation:

Sample Language:

Mayor: *Our organization is proud to participate in the Show Some Respect initiative from the Iowa Civility Project. The goal of the Show Some Respect campaign is to improve respect and civility in our community. To help achieve this goal, our expectations are that everyone will:*

- 1. Listen attentively*
- 2. Respect the opinions of others*
- 3. Keep an open mind*
- 4. Give constructive comments, suggestions & feedback*
- 5. Avoid personal attacks*
- 6. Remember the things we have in common*
- 7. Value people, the process, and the results*

Agenda Item #4 - Approval of the Agenda

Submitted for:

Action

Recommendation:

Approval

Sample Language:

Mayor: *Do I hear a motion to approve the agenda?*

City Councilmember _____: *So moved.*

City Councilmember _____: *Second.*

Mayor: *Roll call please.*

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

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

Agenda Item #5 - Introductions

Submitted for:

Information

Recommendation:

Sample Language:

Mayor: *Would those present please introduce themselves?*

Agenda Item #6 - Citizen Hearing

Submitted for:

Information

Recommendation:

N/A

Sample Language:

Mayor: *At this time I will recognize members of the public who have signed in and wish to address the City Council. Once given the floor you will have a maximum of three minutes to read your statement into the record.*

Under Iowa law, the City Council is prohibited from 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: *Lyon ___; Sacker ___; Tweed ___; Peterson ___; Stump ___;*

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

- 1) The Van Meter City Council met for a regular council meeting on Monday, December 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, 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, Library Director Dorothy Knight, an Officer Erik Faust.

- 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 Stump. 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 November 12, 2015 council meeting.
 - b. November Claims list.

VENDOR	REFERENCE	AMOUNT
ACCO	WATER CHEMICALS	\$ 554.00
AGSOURCE COOPERATIVE SERVICES	WASTE WATER TESTING	\$ 194.50
ALL AMERICAN TURF BEAUTY	CHRISTMAS SVC ENTRANCE SIGN	\$ 589.09
BANKERS TRUST	2013 SERIES DEBT SERVICE	\$ 14,556.25
BOB LENC	REC COMP WINTERIZATION	\$ 540.21
BOBS AUTO PARTS	FD AIR COMPRESSOR & BATTERIES	\$ 1,747.96
BOY SCOUTS OF AMERICA	EXPL POST 2525 CHARTER RENEWAL	\$ 240.00
CARNEGIE-EVANS PUBLIC LIB	AUDIO BOOKS ON CD	\$ 23.55
CASEY'S GENERAL STORE	PD GAS	\$ 672.17
CENTURY LINK	PUB SAFETY PH & FAX	\$ 330.69
CRESTVIEW ESTATES NO1 LLC	TIF REBATE % DEV AGREE	\$ 56,239.24
CULLIGAN	AUTOMATIC RENTAL	\$ 21.95
CUSTOM LAWN CARE & LANDSCAPING	STEP 4 WEED CONTROL/FERTILIZER	\$ 615.15
DALLAS CO RECORDER	RELEASE DOCUMENT	\$ 14.00
DALLAS COUNTY NEWS	LEGAL PUBLICATIONS	\$ 356.03
DATA TECHNOLOGIES INC	2016 LIC FEE & SUPPORT FEE	\$ 4,092.34
DELTA DENTAL	EMPLOYEE DENTAL INS	\$ 1,220.04
DEPT OF ADMINSTRATIVE	CPM/COHORT 23 THOMPSON	\$ 250.00
EFTPS	FED/FICA TAX	\$ 3,556.61
EFTPS	FED/FICA TAX	\$ 3,655.41
ELECTRONIC ENGINEERING	PAGER REPAIR	\$ 183.45
ESRI INC	16/17 ARGIS MAINTENANCE	\$ 400.00
FIRE SERVICE TRAINING BUREAU	CERT FEES FOR INSTR1 HUNT	\$ 50.00
GRINNELL STATE BANK	DEVLOP AGREE TIF PMT	\$ 7,289.57
HAWKINS MEMORIAL LIB	DIARY OF A WIMPY KID OLD SCHL	\$ 7.00
HEARTLAND COOP	FD C-TROL DIESEL	\$ 136.91
HENNINGSEN CONST INC	CRESTVIEW-ASPHALT CRACK REPAIR	\$ 17,172.40
HOPKINS SPORTING GOODS	YTH SCRIMMAGE VESTS	\$ 54.89
IFMCV	MONTHLY RENT PER LEASE/OPTION	\$ 1,000.00
IMAGING TECHNOLOGIES	CONTRACT CHRG/OVERAGE CHRG	\$ 250.92
IOWA ONE CALL	EMAIL	\$ 24.30
IOWA RURAL WATER ASSOC	2016 COMM MEMBERSHIP DUES	\$ 275.00
IA POLICE CHIEFS ASSOC	IPCA MEMBER DUES	\$ 75.00
IPERS	PROTECT IPERS	\$ 2,031.22
JESTER INSURANCE SERVICE	FLOOD INS - REC COMPLEX	\$ 1,436.00

JESUP PUBLIC LIBRARY	INSIDE OUT DVD	\$	15.00
JIMS JOHNS INC	REC COMPLEX	\$	150.00
JONES CREEK APPAREL	REC DEPT WORK SHIRTS/CLOTHING	\$	458.00
KIMBERLY KNAPP	WEBSITE HOSTING FEE	\$	120.00
LIZ THOMPSON	CPM MILEGE/DINING	\$	88.02
LOWE'S	FD REMODEL EXPENSES	\$	382.92
MATHESON TRI GAS INC	OXYGEN	\$	20.60
MEDIACOM	INTERNET	\$	205.90
METERING & TECHNOLOGY SOLUTION	METERS	\$	823.01
MIDAMERICAN ENERGY	GAS/ELEC	\$	2,151.69
NUTRI-JECT SYSTEMS INC	LAGOON SURVEY & ANALYSIS	\$	3,100.00
OFFICE DEPOT	PAPER/DESK CALENDARS/PAPER TOW	\$	74.48
RHODES INC	PW DIESEL/ROAD ROCK & ASPHALT	\$	1,316.16
ROBERT JOHNSON	FD REMODEL DRYWALL WORK	\$	400.00
SAM'S CLUB MC/SYNCB	HALLOWEEN EVENT EXPENSES	\$	270.43
SHORTEL INC	PHONE SERVICES/CHARGES	\$	205.10
SPORTSMAN'S WAREHOUSE	AMMO RESERVE OFFICER CERT	\$	1,348.83
SQUARE, INC	CREDIT CARD ACCEPTANCE FEE	\$	26.90
STIVERS FORD	REPAIR CROWN VIC MARKER LIGHT	\$	89.11
SURPASS SOFTWARE	HOSTING SERVICE	\$	185.00
SYNCB/AMAZON	LIB MATERIALS	\$	544.92
THE HARTFORD	EMPLOYEE LIFE/DIS INS	\$	274.65
TREAS - STATE OF IOWA W/H	STATE TAX	\$	599.00
TYCO INTEGRATED SECURITY LLC	ALARM SERVICE FD	\$	100.00
ULTRAMAX	DUTY AMMO	\$	187.20
US POSTMASTER	DEC UT BILLS/NEWSLETTERS	\$	200.31
VEENSTRA & KIMM INC	WELL FIELD EXPLORATION/WA TRMT	\$	7,079.88
VERIZON WIRELESS	PD PHONE	\$	427.64
VETTER EQUIPMENT	BIG MOWER PARTS	\$	59.13
WASTE CONNECTIONS	GARBAGE CONTRACT	\$	6,588.21
WAUKEE HARDWARE & RENT IT	REPLACE BROOM/BATTERIES	\$	28.48
WELLMARK	EMPLOYEE HEALTH INS	\$	7,942.30
WELLS FARGO CC	LEAGUE OF CITIES CONFERENCES	\$	1,416.90
	***** REPORT TOTAL *****	\$	156,735.62

c. November Financial Statement.

FUND	RECEIVED	DISBURSED
GENERAL	\$ 29,861.12	\$ 27,018.71
LIBRARY TECHNOLOGY FUND	\$ 0.01	\$ -
PARK OPERATIONS	\$ 825.00	\$ 2,875.70
GAS/ELEC FRANCHSIE FEE	\$ 3,667.10	\$ -
ROAD USE TAX	\$ 10,862.83	\$ 22,074.76
EMPLOYEE BENEFITS	\$ 3,761.83	\$ 8,075.77
EMERGENCY FUND	\$ 429.38	\$ -
TIF-CR ESTATE	\$ 2,303.15	\$ -
TIF-WH PINES SUBDIVISIO	\$ 1,470.39	\$ -
TIF ORIGINAL (420-844)	\$ 2,202.80	\$ -
PARK TRUST FUND	\$ 0.18	\$ -
LIBRARY TRUST FUND	\$ 183.37	\$ 4,104.82
VM COMMUNITY BETTERMENT	\$ -	\$ 55.00
SITE CERT/WA PROJECT	\$ -	\$ 1,055.00
DEBT SERVICE	\$ 4,447.15	\$ 14,556.25
WATER	\$ 15,477.38	\$ 26,948.34
SEWER	\$ 12,084.43	\$ 11,520.55
*****REPORT TOTAL*****	\$ 87,576.12	\$ 118,284.90

d. Resolution #2015-39, "A Resolution approving the Annual Urban Renewal Report."

e. Resolution #2015-40, "A Resolution Transferring"

f. Resolution #2015-41, "A Resolution Approving Personnel Transactions"

Lacy moved supported by Sacker to adopt and approve Resolution #2015-42, "A Resolution Adopting the Revised Consent Agenda." Passed unanimously.

- 8) Mayor Adams recognized Deb Calvert from the Greater Dallas County Development Alliance Board of Directors who presented the Alliance's annual report to the City Council and thanked the City of Van Meter for its membership. No action was taken.
- 9) Mayor Adams asked Administrator Anderson to present the information concerning the "Bob Feller Museum" destination signage on Interstate 80. Anderson explained that the Iowa DOT has specific requirements for destinations in order to qualify for the supplemental destination (brown) signage on the Interstate. Anderson explained that the IDOT has contacted the City indicating that another destination is interested in the signage and the IDOT needs the destinations to be able to demonstrate that the attractions satisfy the policy which, among other things, requires that the attraction be open to the public 8 hours per day, 6 days per week, year round. Anderson stated that the City needs to weigh and balance the benefits of the signage against the costs of adding a sixth day to City Hall operations. No action was taken.

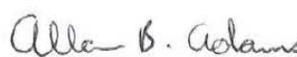
10) Department/Committee Reports

City Attorney Fisk reported on outstanding issues including the codification of adopted ordinances and legal research concerning other projects.

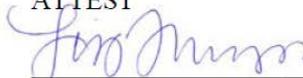
- 11) Having no further business Mayor Adams asked for a motion to adjourn. Moved by Lacy supported by Stump. Passed unanimously.

Changing of the Guard Ceremony –

Mayor Adams presented Mayor Pro Tem. Robert Lacy with a plaque recognizing his many years of service. Mayor Pro Tem Lacy administered the oath of office to Mayor Adams for a four year term as Mayor beginning January 1, 2016. Mayor Adams administered the oath of office to Kim Sacker for a four year term on the City Council beginning January 1, 2016. Mayor Adams administered the oath of office to Lyn Lyon for a four year term on the City Council beginning January 1, 2016.

 Allan B. Adams, Mayor

ATTEST

 Liz Thompson, City Clerk

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
----- ACCOUNTS PAYABLE CLAIMS -----				
ACCO	WATER CHEMICALS	574.00		
ADT SECURITY SERVICES	MONTHLY ALARM SERVICE	52.62		
AGSOURCE COOPERATIVE SERVICES	WATER TESTING	50.50		
ARNOLD MOTOR SUPPLY	SHOP SUPPLIES	17.29		
BAKER & TAYLOR	BOOKS	351.38		
BALDON HARDWARE	KEY IDENTIFIERS	2.98		
BANKERS TRUST	DEBT SERVICE PMTS SERIES 08 11	8,570.00	11178559	12/30/15
CARPENTER UNIFORM CO	UNIFORM & MISC E FAUST	1,017.45		
CASEY'S GENERAL STORE	GAS/MERCH	817.99		
CENTURY LINK	LIB PHONE	388.74		
CITY WIDE HEATING & AIR	FURNACE REPAIR - SHOP	109.20		
CULLIGAN	AUTO RENTAL	21.95		
DALLAS CO AUDITOR	NOV 3, 2015 CITY ELECTION	1,760.92		
DALLAS COUNTY NEWS	LEGAL PUBLICATIONS	353.93		
DANKO	HELMETS AND VESTS	709.02		
DELTA DENTAL	EMPLOYEE DENTAL INS	885.60	11178561	12/30/15
DEPT OF ADMINSTRATIVE	CPM 23/THOMPSON OCT & NOV	500.00		
EFTPS	FED/FICA TAX	3,996.46	11178563	1/01/16
ELECTRONIC ENGINEERING	PAGER REPAIR	109.95		
ERIK FAUST	PROFESSIONAL WEAPON PERMIT	50.00		
HACH	WATER CHEMICALS	382.89		
HAWKEYE TRUCK EQUIPMENT	PLOW REPAIRS	518.50		
HEARTLAND COOP	FD DIESEL	221.05		
IFMCV	MONTHLY RENT PER LEASE/OPTION	1,000.00		
ISU EXTENSION - DALLAS CO	MATERIALS FOR APP LICENSE	63.00	25681	12/30/15
JETCO INC	WTP CONTROL PANEL SERVICE/LAB	380.95		
KONICA MINOLTA	QRTLY BILLING & MAINTENANCE	243.98		
LAW ENFORCEMENT SYSTEMS INC	CASE MANAGEMENT FILES	168.00		
LIZ THOMPSON	DRAKE CPM 23/MELEAGE & DINING	66.82		
LOWE'S	FD	415.31		
MATHESON TRI GAS INC	OXYGEN	21.12		
MATT PARROTT/STOREY KENWORTHY	W2'S & RELATED MATERIAL	85.84		
MEDIACOM	INTERNET	205.90		
METHODIST OC/HEALTH & WELLNESS	C GREER PHYSICAL	151.00		
MIDAMERICAN ENERGY	GAS/ELEC	2,767.00		
MONTICELLO PUBLIC LIBRARY	BOOKS	14.00		
MORRIS EXCAVATING LTD	WEBSTER CIRLCE WA LEAK	390.00		
BERGANKDV	SERVER PROJECT	7,680.16		
OFFICE DEPOT	CITY HALL SUPPLIES	656.80		
SECRETARY OF STATE	NOTARY FOR E FAUST	35.00	25679	12/29/15
SHELLY JAMES	OFFICE CLEANING	180.00		
SHORTEL INC	PHONE SERVICES CITY HALL	431.04		
SOUTHERN IA COUNCIL OF GOV	MEMBERSHIP FY 2017	2,032.00		
SQUARE, INC	CREDIT CARD ACCEPTANCE FEE	27.61	11178564	12/30/15
SQUARE, INC	CREDIT CARD ACCEPTANCE FEE	9.87	11178565	12/30/15
STANARD & ASSOCIATES INC	POST TESTING	58.00		
SURPASS SOFTWARE	SURPASS SUBSCRIPTION FEE 16/17	1,775.00		
SYNCB/AMAZON	BOOKS & MOVIES/OFFICE MATERIAL	239.66		
THE HARTFORD	EMPLOYEE LIFE/DIS INS	274.65	11178562	12/30/15
THOMPSON PUBLIC LIBRARY	MAD MAX DVD	12.59		
TREAS - ST OF IA SALES TX	4TH QRT 2015 SALES TAX	2,415.00	11178566	1/06/16

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

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
UNIVERSITY OF IOWA	CPR CARDS	151.00		
US POSTMASTER	JAN UT BILLS/NEWSLETTER	203.70	25680	12/29/15
VEENSTRA & KIMM INC	PROF SERVICES/BLDG INSPECTIONS	4,727.60		
VETERANS RECEPTION CENTER	WINTER MARKET 2015	300.00		
WASTE CONNECTIONS	GARBAGE CONTRACT	6,598.21		
WAUKEE HARDWARE & RENT IT	KEYS FOR FAUST	15.60		
WELLMARK	EMPLOYEE HEALTH INS	7,942.30	11178560	12/30/15
WELLS FARGO CC	LIB POSTAGE	2,421.27		

**** PAID TOTAL **** 24,423.19

**** SCHED TOTAL **** 41,199.21

**** OPEN TOTAL ****

**** ON HOLD TOTAL ****

***** REPORT TOTAL *****

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65,622.40

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DEPT DEPT NAME	TOTAL	CHECK#	DATE
LIABILITIES	3,996.46		
POLICE	3,745.26		
EMERGENCY MANAGEMENT	12.82		
FIRE	1,331.99		
AMBULANCE	430.08		
ROADS, BRIDGES, SIDEWALKS	6,150.22		
STREET LIGHTING	208.56		
GARBAGE	6,878.21		
LIBRARY	4,303.69		
PARKS	56.92		
RECREATION	678.24		
FARMERS MARKET	520.00		
MAYOR/COUNCIL/CITY MGR	1,794.00		
CLERK/TREASURER/ADM	4,115.11		
ELECTIONS	1,760.92		
LEGAL SERVICES/ATTORNEY	4,861.53		
CITY HALL/GENERAL BLDGS	588.49		
DEBT SERVICES	500.00		
WATER	19,785.98		
SEWER/SEWAGE DISPOSAL	3,903.92		

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

FUND	FUND NAME	TOTAL	CHECK#	DATE
001	GENERAL	24,975.12		
058	FARMERS MARKET	520.00		
059	PARK OPERATIONS	406.31		
110	ROAD USE TAX	2,463.19		
112	EMPLOYEE BENEFITS	5,589.13		
182	LIBRARY TRUST FUND	3,249.42		
183	VM COMMUNITY BETTERMENT	55.00		
200	DEBT SERVICE	8,570.00		
600	WATER	15,186.56		
610	SEWER	4,607.67		



CITY OF VAN METER

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

<u><i>Treasurer's Report</i></u>	
Book Balance, Beginning of Month:	\$1,307,343.79
Add: Total Revenues this Month: with transfers	\$103,352.80
Less: Total Expenditures this Month: with transfers	(\$220,818.61)
Add: Δ Liability	\$2,962.20
Book Balance End of Month:	\$1,192,840.18

<u><i>Bank Reconciliation</i></u>	
Checking Account Balance End of Month:	\$889,701.88
Less: Outstanding Transactions (Cash Report):	(\$22,049.62)
Adjusted Checking Account Balance:	\$867,652.26
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	\$20,837.90
IPAIT – park	\$20,624.21
IPAIT – library	\$17,062.14
IPAIT – library/technology	\$1,187.30
IPAIT TOTAL:	\$59,711.55
Certificate of Deposit/ESB	\$250,000.00
Wells Fargo – savings acc't	\$15,146.37
Total Investments:	\$324,857.92
Total of Bank Statements End of Month	\$1,192,840.18

Difference:	\$0.00
Note(s):	

Verify: Mayor or Mayor Pro Tem:

ACCOUNT TITLE	LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
001 GENERAL	73,021.45	24,487.98	61,396.37	995.16	37,108.22
049 VEHICLE INSPECTION FUND	9,517.93	.00	.00	.00	9,517.93
051 LIBRARY TECHNOLOGY FUND	134.33	.01	.00	.00	134.34
052 PW-VEHICLE REPLACEMENT	7,000.00	.00	.00	.00	7,000.00
053 FD-VEHICLE REPLACEMENT	18,044.93	.00	.00	.00	18,044.93
054 VEHICLE REPLACEMENT-POL	5,631.25	.00	.00	.00	5,631.25
055 VEHICLE REPLACEMENT-FIR	1,403.82	.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	360.00	.00	.00	3,854.21
059 PARK OPERATIONS	11,396.31-	.00	6,087.60	253.31	17,230.60-
060 GAS/ELEC FRANCHISE FEE	3,667.10	.00	.00	.00	3,667.10
110 ROAD USE TAX	65,389.28	10,964.29	27,335.88	435.36	49,453.05
112 EMPLOYEE BENEFITS	93,774.75	2,318.40	9,202.87	.00	86,890.28
119 EMERGENCY FUND	3,378.69	264.64	3,378.69	.00	264.64
121 LOCAL OPTION SALES TAX	.00	.00	.00	.00	.00
125 TIF-CR ESTATE	299,444.45	3,136.70	56,239.24	.00	246,341.91
126 TIF-WH PINES SUBDIVISIO	29,995.28	815.29	.00	.00	30,810.57
127 TIF-POLK CO. BANK	52,930.90	475.57	7,289.57	.00	46,116.90
128 TIF-STANDBROUGH	.00	.00	.00	.00	.00
129 TIF ORIGINAL (420-844)	67,589.36	1,941.25	.00	.00	69,530.61
180 PARK TRUST FUND	33,889.69	.17	.00	.00	33,889.86
181 REC TRUST	143,774.41	.00	.00	.00	143,774.41
182 LIBRARY TRUST FUND	39,488.76	27,525.14	5,960.34	320.37	61,373.93
183 VM COMMUNITY BETTERMENT	2,201.03	.00	55.00	.00	2,146.03
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	155,728.10	.00	5,071.08	.00	150,657.02
200 DEBT SERVICE	15,477.79	2,975.57	8,570.00	.00	9,883.36
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	94,347.04	15,887.26	14,214.80	477.71	96,497.21
606 WATER MAIN PROJECT	37,710.29	.00	.00	.00	37,710.29
610 SEWER	3,574.04	12,200.53	16,017.17	480.29	237.69
612 DEBT SERVICE-SEWER LAGO	.00	.00	.00	.00	.00
Report Total	1,307,343.79	103,352.80	220,818.61	2,962.20	1,192,840.18

Submitted at January 21, 2015 meeting: _____
Jake Anderson, City Administrator

QUARTERLY INVESTMENT REPORT – for period 10-01-15 through 12-31-15:

Summary

Transactions: In November 2015 the City Council adopted Resolution #2015-37 which designated Earlham Savings Bank as the City's official depository. Staff began transferring funds to Earlham Bank in late November. The transfer to a new depository is scheduled to be complete by February 2016. Otherwise there were no other significant transactions to report during the fourth quarter of the calendar year (or second quarter of the fiscal year). Bank charges dropped back to \$0.00 and interest rates at Earlham Savings Bank are more favorable than at IPAIT and Wells Fargo.

As of 12-31-15 the total cash balance was \$1,192,840.18*; and the cash/investment breakdown is:

Checking/Wells Fargo account – \$867,652.26
Savings/Wells Fargo account - \$15,146.37
IPAIT – public funds – \$20,837.90
IPAIT – library - \$17,062.14
IPAIT-library/technology - \$1,187.30
IPAIT – park trust - \$20,624.21
Petty Cash - \$300.00
Change Fund - \$30.00
Certificate of Deposit – ESB - \$250,000
TOTAL: \$1,192,840.18*

CITY OF VAN METER

RESOLUTION # _____

A RESOLUTION TO PARTICIPATE IN THE PLANNING AND DEVELOPMENT PROGRAMS OF THE SOUTHERN IOWA COUNCIL OF GOVERNMENTS.

Whereas the Economic Development Administration was assigned to administer the provisions of the Public Works and Economic Development Act of 1965; and

Whereas the Southern Iowa Council of Governments has been designated by the Economic Development Administration as an Economic Development District and

Whereas the State of Iowa and the U.S. Department of Housing and Urban Development has designated the Southern Iowa Council of Governments as the area-wide planning organization, and

Whereas the City of Van Meter is an active member of the Southern Iowa Council of Governments and participates in formulation of area-wide plans and programs,

Be It Therefore Resolved by the Van Meter City Council that the City of Van Meter desires to participate in the fiscal year 2017 planning and economic development programs of the Southern Iowa Council of Governments in Iowa Planning Area XIV, consisting of Adair, Adams, Clarke, Decatur, Madison, Ringgold, Taylor, and Union Counties.

Be It Further Resolved by the Van Meter City Council that the City of Van Meter provides \$2,032.00 for the operation of the Southern Iowa Council of Governments' planning and development programs.

Passed and Signed this _____ day of _____, 2016.

Signature _____
Mayor

Attest: _____
City Clerk

Agenda Item #8 - New day and time for regular Council meetings

Submitted for:

Action

Recommendation:

Approve setting the regular monthly Council meetings on the 3rd Thursday of each month at 7:00p.m. at the VRC.

Sample Language:

Mayor: *Would staff please present the proposal?*

Staff: *Reviews proposal.*

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

City Councilmember _____: *So moved.*

City Councilmember _____: *Second.*

Mayor: *Roll Call Please.*

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

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

Agenda Item #9 - Council Operating Guidelines

Submitted for:

Action

Recommendation:

Approve the Guidelines as presented.

Sample Language:

Mayor: *Would staff please present the proposal?*

Staff: *Reviews proposal.*

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

City Councilmember _____: *So moved.*

City Councilmember _____: *Second.*

Mayor: *Roll Call Please.*

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

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

CITY OF VAN METER
CITY COUNCIL OPERATING GUIDELINES AND PROCEDURES

-

All Council Members

All members of the City Council, have equal votes. No Council Member has more power than any other Council Member, and all should be treated with equal respect.

All Council Members should:

- Demonstrate honesty and integrity in every action and statement
 - Serve as a model of leadership and civility to the community
 - Inspire public confidence in Van Meter government
 - Work for the common good, not personal interest
 - Prepare in advance of Council meetings and be familiar with issues on the agenda
 - Fully participate in City Council meetings and other public forums while demonstrating respect, kindness, consideration, and courtesy to others
 - Participate in scheduled activities to increase Council effectiveness
 - Review Council procedures, such as these Council Guidelines, at least annually
 - Represent the City at ceremonial functions
 - Be responsible for the highest standards of respect, civility and honesty in ensuring the effective maintenance of intergovernmental relations
 - Respect the proper roles of elected officials and City staff in ensuring open and effective government
 - Provide contact information to the City Clerk in case an emergency or urgent situation arises while the Council Member is out of town
-

Council Conduct with One Another

Councils are composed of individuals with a wide variety of backgrounds, personalities, values, opinions, and goals. Despite this diversity, all have chosen to serve in public office in order to improve the quality of life in the community. In all cases, this common goal should be acknowledged even as Council may "agree to disagree" on contentious issues.

In Public Meetings

- Use formal titles.

The Council should refer to one another formally during Council meetings as Mayor, Council Member followed by the individual's last name.

- Practice civility and decorum in discussions and debate.

Difficult questions, tough challenges to a particular point of view, and criticism of ideas and information are legitimate elements of a free democracy in action. Be respectful of diverse opinions.

- Honor the role of the presiding officer in maintaining order and equity.

Respect the Chair's efforts to focus discussion on current agenda items. Objections to the Chair's actions should be voiced politely and with reason, following the parliamentary procedures outlined in the City Council Procedural Rules.

- Demonstrate effective problem-solving approaches.

Council Members have a public stage to show how individuals with disparate points of view can find common ground and seek a compromise that benefits the community as a whole. Council Members are role models for residents, business people and other stakeholders involved in public debate.

- Be respectful of other people's time.

Stay focused and act efficiently during public meetings.

In Private Encounters

- Treat others as you would like to be treated.

Ask yourself how you would like to be treated in similar circumstances, and then treat the other person that way.

—

Council Conduct with City Staff

Governance of a City relies on the cooperative efforts of elected officials, who set policy, and City staff, which analyze problems and issues, make recommendations, and implement and administer the Council's policies. Therefore, every effort should be made to be cooperative and show mutual respect for the contributions made by each individual for the good of the community.

- Treat all staff as professionals.

Clear, honest communication that respects the abilities, experience, and dignity of each individual is expected. As with your Council colleagues, practice civility and decorum in all interactions with City staff.

- Channel communications through the appropriate senior City staff.

Questions of City staff should be directed to the City Administrator, the City Administrator should be copied on any request to staff. Council Members should not set up meetings with department staff directly, but work through the City Administrator, who will attend any meetings with Council Members. When in doubt about what staff contact is appropriate, Council Members should ask the City Administrator for direction. However, nothing in these guidelines

is intended to hinder the access Councilmembers may require in order to fulfill their responsibilities.

- All Council Members should have the same information with which to make decisions.
- Never publicly criticize an individual employee, including Council-Appointed Officers. Criticism is differentiated from questioning facts or the opinion of staff.

All critical comments about staff performance should only be made to the City Administrator through private correspondence or conversation.

- Do not get involved in administrative functions.

Avoid any staff interactions that may be construed as trying to shape staff recommendations. Council Members shall refrain from coercing staff in making recommendations to the Council as a whole.

- Be cautious in representing City positions on issues.

Before sending correspondence related to a legislative position, check with City staff to see if a position has already been determined. When corresponding with representatives of other governments or constituents, remember to indicate if appropriate that the views you state are your own and may not represent those of the full Council.

- Do not attend staff meetings unless requested by staff.

Even if the Council Member does not say anything, the Council Member's presence may imply support, show partiality, intimidate staff, or hampers staff's ability to do its job objectively.

- Respect the "one hour" rule for staff work.

Requests for staff support should be made to the appropriate senior staff member, according to the guideline for channeling communications. Any request, which would require more than one hour of staff time to research a problem or prepare a response, will need to be approved by the full council to ensure that staff resources are allocated in accordance with overall council priorities. Once notified that a request for information or staff support would require more than one hour, the Council Member may request that the City Administrator place the request on an upcoming Council agenda.

- Depend upon the staff to respond to citizen concerns and complaints.

It is the role of Council Members to pass on concerns and complaints on behalf of their constituents. It is not, however, appropriate to pressure staff to solve a problem in a particular way. Refer citizen complaints to the appropriate senior staff member, according to the guideline on channeling communications.

- Do not solicit political support from staff.

In purist of a politics-administration dichotomy and in avoidance of any potential moral hazards, any person in the employ of the city should not take part in securing nor should they contribute toward the nomination or election of any candidate for a municipal office. In addition, some professionals (e.g., City Administrator) have professional codes of ethics, which preclude politically partisan activities or activities that give the appearance of political partisanship.

OTHER PROCEDURAL ISSUES

- Commit to annual review of important procedural issues.

At the beginning of each calendar year, the Council will hold a special meeting to review the Council guidelines, adopted procedures for meetings, conflict of interest, and other important procedural issues.

- Don't politicize procedural issues (e.g. minutes approval or agenda order) for strategic purposes.
- Agenda Setting.

As the presiding officer, the Mayor has a ceremonial duty to set the agenda which should be respected. On a practical basis, matters may be placed on the agenda by any two (2) council members, the Mayor, or City Administrator.

- Submit questions on Council agenda items ahead of the meeting.

Any clarifications or technical questions that can be readily answered can be handled before the meeting. Council Members are encouraged to submit their questions on agenda items to the appropriate Officer as far in advance of the meeting as possible so that staff can be prepared to respond at the Council meeting. However, in order to focus the Council meetings on consideration of policy issues questions which focus on the policy aspects of agenda items should be discussed at the Council meeting rather than in one-on-one communications with staff prior to the meetings.

- Respect the work of the Council standing committees.

The purpose of the Council standing committees is to provide focused, in-depth discussion of issues. The Council should respect the work of the committees and give considerable weight to a committee's recommendations.

- The Mayor should work with staff to plan the Council meetings.

There are three purposes to pre-Council planning: 1) to plan how the meeting will be conducted; 2) to identify any issues or questions that may need greater staff preparation for the meeting; and 3) to discuss future meetings. The purpose of the meeting is not to work on policy issues.

- Assistance to Mayor

The mayor or other presiding officer has the duty to facilitate the council meetings, preserve order, and determine the order of business pursuant to the council rules. The mayor or presiding officer has the authority to designate a person as parliamentarian for council meetings and/or seek assistance in facilitating and carrying out their duties at those meetings. The duration of such appointments will be determined by the mayor or presiding officer and may be changed at any time. However, in the absence of such designation or the absence of the parliamentarian, the city attorney will serve as parliamentarian.

Policy and Procedures for Citizen Participation at City Council Meetings

- The City Council welcomes citizen input and provides opportunities for citizens to address the Council during a meeting. The first opportunity, listed on the agenda as Citizens Hearing, is period for citizens to address to the Council on issues **not** scheduled on the agenda.
- It is important to note that the City Council agenda contains a "Consent Agenda," which consists of routine administrative actions, and items of no perceived controversy. Prior to adoption of the Consent Agenda, the Mayor will ask if there are any members of the Council, who wish to remove an item from the Consent Agenda for individual discussion.

All items removed from the Consent Agenda will be considered subsequently.

- Subject to such modifications as may, in the judgment of the Mayor or a majority of the Council, be necessary in order to accommodate exceptional circumstances:
 - 1) Citizen comment requires an individual to sign in.
 - 2) Citizen comments, both during the "citizen hearing" segment of each meeting and in regards to agenda items that specifically require a public hearing, will generally be limited to a maximum of three (3) minutes per person. If, in the discretion of the Mayor, the number of persons wishing to speak during citizen participation would unduly prolong that portion of the meeting, the Mayor may reduce the time allowed for individual citizen input.
 - 3) Any determination of the Mayor with regard to such time limits may be overridden by a majority vote of the Council.
- 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.
- After a motion has been made, or after a public hearing has been closed, no person shall address the Council except to answer an inquiry of Council Members addressed through the Chair.

ENFORCEMENT OF DECORUM

The Chief of Police or his/her representative shall be ex-officio Sergeant-at-Arms of the Council. He/she shall carry out all orders and instructions given him/her by the Mayor for the purpose of maintaining order and decorum in the Council Chambers. Upon instructions from the Mayor, it shall be the duty of the Chief of Police or his/her representative to eject any person from the Council Chambers or place him/her under arrest or both.

Only matters appearing on the agenda may be considered in any session.

Decorum and order shall be enforced in the following manner:

(a) Warnings. The Mayor shall ask that any person violating the rules of decorum be orderly and silent. The warning shall be in substantially the form described below. If, after receiving a clear warning from the Mayor, the person persists in disturbing the meeting, the Mayor may order a brief recess of the Council to regain order. If the person persists in disturbing the meeting, despite having been previously warned, the Mayor may order him or her to leave the Council meeting. If the person does not depart the Council chambers of his or her own volition, the Mayor may order any law enforcement officer who is on duty at the meeting as Sergeant-at-Arms of the Council to escort that person from the Council chambers.

(b) Text for Warning. The Mayor shall deliver the requisite warning in substantially the following form:

You are hereby advised that your conduct is in violation of the Council Guidelines and Iowa Code Section 723.4(4), and you are directed to be orderly and silent. Section 723.4(4) states that any person who, without lawful authority or color of authority disturbs any lawful assembly or meeting of persons by conduct intended to disrupt the meeting or assembly, is guilty of a misdemeanor. Continued disruption of this City Council meeting will result in your removal from the meeting by the Sergeant-at-Arms and you will not be permitted to return to Council Chambers for the duration of the meeting. In addition, any continued disruption of this meeting is grounds for your being arrested and charged with a misdemeanor. Do you understand this admonition?

(c) Removal. Any law enforcement officer who is serving as Sergeant-at-Arms of the Council shall carry out all orders and instructions given by the Mayor for the purpose of maintaining order and decorum at the Council meeting. Upon instruction of the Mayor, it shall be the duty of the Sergeant-at-Arms to remove from the Council meeting any person who is disturbing the proceedings of the Council. Removal of a disruptive member of the public from Council Chambers shall be accomplished by the Sergeant-at-Arms or other sworn law enforcement officers only.

(d) Misdemeanor. Any person who willfully disturbs or breaks up a Council meeting may be arrested and charged with a misdemeanor, pursuant to Iowa Code Section 723.4(4).

(e) Motion to Enforce. If the Mayor fails to enforce the rules set forth above, any member of the Council may move to require the Mayor to do so and, by an affirmative vote of a majority of the Council, shall require the Mayor to do so. If the Mayor of the Council fails to carry out the will of a majority of the Council, the majority may designate the Mayor Pro Tempore to act as Presiding Officer for the limited purpose of enforcing these rules of decorum.

Note: Enforcement of these guidelines will be the focus of continued Council discussion.

Agenda Item #10 - Committees of the Council

Submitted for:

Action

Recommendation:

Approve the Committees as presented.

Sample Language:

Mayor: *Would staff please present the proposal?*

Staff: *Reviews proposal.*

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

City Councilmember _____: *So moved.*

City Councilmember _____: *Second.*

Mayor: *Roll Call Please.*

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

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

**THE VAN METER CITY COUNCIL COMMITTEES AND
LIAISON ASSIGNMENTS
January 21, 2016**

Mayor: Allan Adams

City Council: Kim Sacker (Mayor Pro Tem)
Mike Peterson
Owen Stump
Beth Tweed
Lyn Lyon

City Council Committees Assignments (Chair Listed First): The City Council committees meet on an as needed basis when there is an item to be discussed. The purpose of the committees is to keep City Council members involved, informed, and to provide an avenue for input into proposals that get recommend to the City Council. *Council Committees and Liaisons **DO NOT** have the authority to direct staff. It is the responsibility of the City Administrator to lead and direct staff in accordance with the wishes of the City Council as a whole.*

Finance – Tweed, Peterson, Adams

Works with staff to provide input and feedback during the budget preparation process. Reviews monthly reconciliations and financial reports as an internal control mechanism.

Policy – Peterson, Sacker, Adams

Reviews policies, ordinances, and existing practices and procedures and makes recommendations to the full City Council to keep rules up to date and aligned with the Government’s overall mission, vision, and values.

Economic Development/Annexation – Lyon, Tweed, Adams

Works with staff to attract, retain and otherwise grow the residential and commercial base of Van Meter. Meets with staff, property owners, and other stakeholder on matters concerning annexation, development, etc.

Public Safety – Adams, Stump, Lyon

Reviews plans, projects, and issues involving the Department of Public Safety. Meets with Public Safety personnel as necessary and reports back to the Council on departmental activities.

Public Works/Infrastructure – Stump, Sacker, Adams

Reviews plans, projects, and issues related to the sanitary sewer system, public water system, garbage collection and recycling, streets, sidewalks, and alleys. Meets with staff as necessary and reports back to the Council on departmental activities.

Special Liaison Assignments or Ad-Hoc Committees

From time to time the Mayor may designate a special representative or form a committee to review and resolve a particular problem or issue.

Liaison Assignments (Representative Listed First, then alternates if assigned): The City Council members assigned the following liaison posts attend meetings of partner entities as a representative of the City Council and report back to the City Council on the activities of our partners.

Metro Advisory Committee (MAC) - Sacker
Emergency Management Commission and E911 Board – Adams, Lyon
Library Board - Peterson
Parks and Rec Board – Sacker

Agenda Item #11 - Committees of the Council

Submitted for:

Discussion

Recommendation:

Provide Guidance

Sample Language:

Mayor: *Would staff please present the concept for discussion?*

Staff: *Makes presentation.*

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

City Councilmember _____: *So moved.*

City Councilmember _____: *Second.*

Mayor: *Roll Call Please.*

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

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

Agenda Item #12 - Proposed notice on “Feldman Acres” water billing arrangement

Submitted for:

Action

Recommendation:

Approve the proposed notice and direct that it be served.

Sample Language:

Mayor: *Would staff please present the proposal?*

Staff: *Reviews proposal.*

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

City Councilmember _____: *So moved.*

City Councilmember _____: *Second.*

Mayor: *Roll Call Please.*

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

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

January 25, 2016

DRAFT

«AddressBlock»

RE: Water Service Billing at «Street_Address» Account # «Utility_Account_Number»

«GreetingLine»

Notice is hereby given that the Van Meter City Council will meet at 7:00p.m. on Thursday, February 18, 2016 at 7:00p.m. at the Veterans Reception Center to hold a public hearing on a proposal to amend the current billing arrangement for the residents of the “Feldman Acres” subdivision. At that time the Council may take action to give further notice that on a date-certain the water service be billed to a single point of contact based on the standard water meter built to City specifications off the City water main.

Over the years the City has attempted to work with the current arrangement and upon review has found that the current agreement is no longer satisfactory. Only half of the residents actually submit water meter readings on a regular and timely basis despite repeated attempts by the City to solicit the information.

This notice is given on this 25th day of January 2016.

Sincerely,

Allan B. Adams, Mayor
Van Meter, Iowa

As of December 30, 2015											
Property Location	Mailing Address	City	State	Zip	First Name	Last Name	Utility Account Number	Billing Cycles Since May 2011	Readings Since May 2011	Submittal Rate	Date of Last Water Reading
26710 352nd Pl	26710 352nd Pl	Van Meter	IA	50261	Kelly	Thompson	4000001	55	19	35%	Oct-13
26684 352nd Pl	26684 352nd Pl	Van Meter	IA	50261	Frank & Kris	Christenson	4010001	55	46	84%	Dec-15
26664 352nd Pl	26664 352nd Pl	Van Meter	IA	50261	Toni	Osier	4020001	55	49	89%	Dec-15
26614 352nd Pl	26614 352nd Pl	Van Meter	IA	50261	Shaun & Kelli	Sparks Saunders	4030002 4030001	40 15	30 1	75% 7%	Dec-15 Nov-11
26574 352nd Pl	26574 352nd Pl	Van Meter	IA	50261	Cheryl	Odegaard	4040001	55	47	85%	Dec-15
26538 352nd Pl	32458 R Ave	Adel	IA	50003	Robert & Shirley	Carr					
26538 352nd Pl	26538 352nd Pl	Van Meter	IA	50261	Kim	Withers Lundy Junker Carr	4050004 4050003 4050002 4050001	1 15 18 21	1 7 2 1	100% 47% 11% 5%	Dec-15 Jun-15 May-15 Jul-12
26504 352nd Pl	26504 352nd Pl	Van Meter	IA	50261	Nathan Frohwein &	Nicole Mickael Dykstra Shepperd	4060003 4060002 4060001	9 5 40	0 0 1	0% 0% 3%	- - May-12
26442 352nd Pl	26442 352nd Pl	Van Meter	IA	50261	Duane & Margaret	Lane	4070001	55	55	100%	Dec-15
26432 352nd Pl	26432 352nd Pl	Van Meter	IA	50261	Christian & Stacey	Rhodes	4080001	55	38	69%	Dec-15
26400 352nd Pl	1670 Broadway	Denver	CO	80202-4801	Secretary of Housing and	Urban Development					
26400 352nd Pl	PO BOX 740276	Dallas	TX	75374	Nation Star	Mortgage Gibbons Kelce Zimmerman	4090004 4090003 4090002 4090001	4 37 7 7	0 0 2 1	0% 0% 29% 14%	- - Apr-12 Jul-11
AVERAGES								28.89	15.79	55%	

Agenda Item #13 - Reports

Submitted for:
Information
Recommendation:

Sample Language:

Department/Committee Reports:

- a. Staff Reports
 - i. Parks and Rec
 - ii. Library
 - iii. Public Safety
 - iv. Public Works
 - v. Attorney
 - vi. Engineer
 - vii. Administrator
- b. Council Committees
 - i. Finance, Tweed, Peterson, Adams
 - ii. Policy, Peterson, Sacker, Adams
 - iii. Economic Development, Lyon, Tweed, Adams
 - iv. Public Safety, Adams, Stump, Lyon
 - v. Public Works/Infrastructure, Stump, Sacker, Adams
 - vi. Ad-Hoc Committees
- c. Liaison Reports
 - i. EMA, E911, Adams, :yon
 - ii. Library Board, Peterson
 - iii. Parks and Rec Board, Sacker

Agenda Item #14 - Adjournment

Submitted for:

Action

Recommendation:

Approval

Sample Language:

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

City Councilmember _____: *So Moved.*

City Councilmember _____: *Second*

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

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