

-NOTICE OF A PUBLIC MEETING-
Governmental Body: Van Meter City Council
Date of Meeting: Monday, July 15, 2013
Time/Place of Meeting: 7:00 p.m. – City Hall, 505 Grant St

Business Meeting Agenda:

1. Call to Order
2. Approval of Agenda
3. Introductions
4. Citizens Hearing
5. Consent Agenda:
 - a. Approve the Minutes of June 10, 2013 Council Meetings
 - b. Approve the June Claims list
 - c. Approve the May Financial Statement
 - d. Approve the June Financial Statement/Quarterly Investment Report
 - e. Approve a Resolution Transferring Funds
 - f. Approve a Resolution Appointing William Daggett as Director of Public Safety
 - g. Approve a Police Reserve Program/Public Safety Officer Department Policy Revisions
 - h. Approve an Agreement for Professional Services with V&K for the engineering services for the Richland Road Sanitary Sewer
 - i. Approve Main Street Extension Project Change Order #1
 - j. Approve a proposal from Kelly Cortum Inc. for the construction of the Main Street Storm Sewer Outlet
 - k. Approve a Resolution Waiving Building Permit Fees, Water Connection Fees, and Sewer Connection Charges for the first two permits issued for new residential construction between July 1, 2013 and September 30, 2013
6. Consideration of a Preliminary and Final Plat of the Hilltop Development – Forwarded from Planning and Zoning with a recommendation for approval.
7. Annual Library Report per Chapter 22.09 of the Van Meter Code of Ordinances
8. Resolution to fix a date for public hearings on a proposal to enter into loan agreements and borrow money in a principal amount not to exceed \$995,000 and authorizing the use of a preliminary official statement in connection therewith
9. Public hearing - On the proposed voluntary annexation of the JSC and Diligent Development properties and consideration of a resolution approving the same
10. Consideration of initiating the re-zoning of the JSC and Diligent Development properties
11. Other discussion, guidance, and updates regarding Certified Sites
12. Public Hearing - On the first reading of an ordinance amending the Building Code, Van Meter Code of Ordinances, Chapter 155. Consideration will be given to waiving readings two and three and proceeding directly to approval and adoption.
13. Public Hearing – On the third reading of an ordinance amending the code of ordinances amending the chapter concerning the “Council” by setting the Council’s annual compensation at \$1,000/per year per member. Consideration will be given to final approval and adoption.
14. Public Hearing – On the third reading of an ordinance amending the code of ordinances amending the chapter concerning the “Mayor” by setting the Mayor’s annual compensation at \$4,000/per year. Consideration will be given to final approval and adoption.
15. Reorganization Plan Discussion and Guidance.
16. RAGBRAI Discussion and Guidance.
17. Reports:-
 - a. Parks
 - b. Library
 - c. Public Safety – Ordinance revisions
 - d. Public Works
 - e. Attorney
 - f. Engineer
 - g. Council
 - h. Mayor
 - i. City Administrator – Audit v Exam
18. Adjourn

Support for: Agenda Item #5

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Consent Agenda

Submitted for:
Action

Recommendation:
Approval

Sample Motions:
I move to approve the Consent Agenda as presented/revised.

- 1) The Van Meter City Council met for a regular council meeting on Monday, June 10, 2013 at City Hall. Mayor Allan Adams called the meeting to order at 7:01PM. The following council members were present upon roll call: Richard Booge, Bob Lacy, Becca Wiederholt, and Adam Coyle. Kim Sacker was absent.

Also present were, Johnny Boyd, Deron Durflinger, Nyla Peeler, Joe Herman, Jon and Barb Gronwold, Gillian Gillespie, Tom Wittman, Police Chief William Daggett, City Engineer Bob Veenstra, City Attorney Erik Fisk, and City Administrator Jake Anderson.

- 2) Mayor Adams asked for a motion to approve the agenda. Motioned by Booge supported by Lacy. Passed unanimously.
- 3) Introductions were made.
- 4) Mayor Adams opened the citizens hearing. John and Barb Gronwold and Gillian Gillespie discussed various concerns with the council. Hearing no further public comment Mayor Adams closed the public hearing.
- 5) Mayor Adams reviewed the consent agenda, and asked for discussion. Hearing none Mayor Adams asked for a motion to adopt, "A Resolution Adopting the Revised Consent Agenda." which included the following:
 - a. Minutes of the May 13, and May 21, 2013 council meetings
 - b. May Claims list

A+ COMMUNICATIONS & SECURITY	\$	772.18
ACCO	\$	574.00
AG SOURCE LABORATORIES	\$	316.50
BOBS AUTO PARTS	\$	280.49
CALHOUN-BURNS & ASSOC	\$	1,400.00
CASEY'S GENERAL STORE	\$	1,179.06
CATHY DODSON	\$	37.60
CENTRAL IOWA FLORAL	\$	6,835.80
CENTURY LINK	\$	321.37
COUNTRY LIVING	\$	23.29
CRESTVIEW ESTATES NO1 LLC	\$	37,788.58
CSPI/NUTRITION ACTION NWSLTR	\$	18.00
CULLIGAN	\$	65.70
CUSTOM LAWN CARE & LANDSCAPING	\$	407.00
DALLAS COUNTY NEWS	\$	653.93
DANKO	\$	358.41
DEPT OF ADMINSTRATIVE	\$	500.00
EFTPS	\$	5,101.71
ELECTRONIC ENGINEERING	\$	861.50
EXIT 113	\$	600.00
GCMOA	\$	20.00
GOTCHA GAMES	\$	2,600.00

GRIGGS ENVIRON STRATEGIES	\$ 5,608.00
GRINNELL STATE BANK	\$ 8,601.15
HACH	\$ 502.71
HEARTLAND COOP	\$ 154.85
IA CMA	\$ 120.00
IMAGING TECHNOLOGIES	\$ 265.18
IOWA ONE CALL	\$ 23.60
IOWA PRISON INDUSTRIES	\$ 264.94
IPERS	\$ 1,476.29
J & M DISPLAYS	\$ 2,000.00
JESTER INSURANCE SERVICE	\$ 31,580.00
JIMS JOHNS INC	\$ 50.00
LOWE'S	\$ 182.08
MAINSTAY	\$ 30.00
MATHESON TRI GAS INC	\$ 33.52
MIDAMERICAN ENERGY	\$ 2,041.83
MUNICIPAL SUPPLY INC	\$ 133.50
MURRAY'S AUTO PIT STOP	\$ 274.00
PETTY CASH	\$ 155.00
R & T INVESTMENTS INC	\$ 108.32
RACHEL BACKSTROM	\$ 32.31
SIGNARAMA	\$ 63.00
TREAS - STATE OF IOWA W/H	\$ 475.00
US POSTMASTER	\$ 229.08
VEENSTRA & KIMM INC	\$ 15,028.27
VERIZON WIRELESS	\$ 320.12
VM REC FOUNDATION	\$ 7,644.76
WASTE CONNECTIONS	\$ 5,717.35
WELLS FARGO CC	\$ 2,251.39
WHITFIELD & EDDY PLC	\$ 912.00
**** REPORT TOTAL ****	\$ 146,993.37

- c. Approval of the Veteran’s Reception Center Liquor License
- d. Approval of moving the regular business meeting in July from Monday the 8th to Monday the 15th.
- e. Set a date and time for a public hearing on the 2012 International Building Code Updates for July 15, 2013 at 7:00PM

Lacy moved supported by Wiederholt to adopt and approve Resolution #2013-24, “A Resolution Adopting the Revised Consent Agenda” less item “c” the Veteran’s Reception Center Liquor License Application to be considered separately. Passed unanimously.

Wiederholt moved supported by Lacy to approve the Veteran’s Reception Center Liquor License. On roll call the votes were as follows: Lacy – YES; Booge – YES; Wiederholt – YES; Coyle – ABSTAIN; Motion passed and approved.

- 6) Mayor Adams asked City Administrator Anderson to discuss the resolution approving an annual cost of living adjustment to employee compensation. Anderson noted that the proposed resolution called for a 3% across the board increase and is outlined as follows.

Jake Anderson, \$52,370 annually to \$53,941 annually.
Liz Thompson, \$40,000 annually to 41,200 annually.
William Daggett, \$48,000 annually to \$49,440 annually.
Dave Herman, \$22.06 hourly to \$22.72 hourly.
Chad Gillespie, \$16.10 hourly to \$16.58 hourly.
Jolena Welker, \$12.88 hourly to *\$15.00 hourly.

*Represents a peg-to-the-market adjustment and is subject to approval by the Library Board.

Lacy moved supported by Booge to approve and adopt, as presented, Resolution #2013-25, "A Salary Resolution" providing that the salary and wages of the following employees be adjusted accordingly effective July 1, 2013. Passed unanimously.

- 7) Mayor Adams asked City Administrator Anderson and City Engineer Veenstra for a presentation on the proposed sanitary sewer concept along R16/Richland Road. Anderson noted a letter received from Jerry Oliver on behalf of Knapp Properties indicating they were willing to put sewer in along their frontage and Deron Durlinger signaled that the School District would be willing to participate in the project up to \$25,000. Anderson asked that the Council direct staff to draft a three way agreement for the construction of a sewer main and to design and build the infrastructure. Moved by Lacy supported by Wiederholt. Passed unanimously.
- 8) Mayor Adams asked City Engineer Veenstra for an explanation of the proposed resolution awarding a construction contract to Dennis Carter of Van Meter, Iowa in the amount of \$118,214.23 and the resolution approving the construction contract and bond subject to the City Attorney's review and approval.

Veenstra explained that the DOT held a project letting and that Dennis Carter was the lowest qualifying bidder that participated in that letting. Lacy moved supported by Coyle to approve Resolution #2013-26, "A resolution awarding the contract to Dennis Carter in the amount of \$118,214.23. Passed unanimously.

Veenstra further explained that in order for the project to move forward without further review by the City Council, the proposed resolution approving the construction contract and bond subject to the City Attorney's concurrence was necessary. Lacy moved supported by Booge to approve and Resolution #2013-27 "A resolution approving the construction contract." Passed unanimously.

- 9) Mayor Adams asked City Administrator Anderson to discuss the proposed ordinance establishing a Department of Public Safety. Anderson explained that the ongoing re-organization plan that is intended to group like functions more closely together has led to, among other recommendations, the consolidation of management structures in the police, fire, and ems departments. Anderson also noted that the proposal has been presented to the public safety personnel for review and comment and that the police and fire departments have submitted a letter of support for the proposal. Mayor Adams then opened the public hearing on the first reading of the proposed ordinance. Hearing no comment and having received none in writing Mayor Adams closed the public hearing and asked for a motion to approve the first reading. Moved by Lacy supported by Coyle. Passed unanimously. Mayor Adams entertained a motion to waive the second reading of the proposed ordinance. Moved by Wiederholt supported by Coyle. Passed unanimously. Mayor Adams entertained a motion to waive the third reading of the proposed ordinance. Moved by Wiederholt supported by Coyle. Passed unanimously. Mayor Adams asked for a motion to approve and adopt Ordinance 236, "An Ordinance Establishing a Department of Public Safety." Moved by Lacy supported by Wiederholt. Passed unanimously.
- 10) Mayor Adams asked City Administrator Anderson to present the proposed ordinance amending the Code of Ordinances by amending the chapter concerning the "Council" by amending the Council's compensation. Anderson noted that per the Council's direction the proposed annual amount was amended to \$1,000 per year per member. Mayor Adams then opened the public hearing on the second reading of the proposed ordinance.

Hearing no public comment and having received none in writing Mayor Adams closed the public hearing and asked for a motion to approve the second reading of the proposed ordinance. Moved by Booge supported by Coyle. On roll call the votes were as follows: Lacy – NO; Booge – YES; Wiederholt – YES; Coyle – YES; Motion passed and approved.

- 11) Mayor Adams asked City Administrator Anderson to present the proposed ordinance amending the Code of Ordinances by amending the chapter concerning the “Mayor” by amending the Mayor’s compensation. Anderson noted that per the Council’s direction the proposed annual amount was amended to \$4,000 per year. Mayor Adams then opened the public hearing on the second reading of the proposed ordinance. Barb Gronwold indicated that she thought the amount was too much. Hearing no further public comment and having received none in writing Mayor Adams closed the public hearing and asked for a motion to approve the second reading of the proposed ordinance. Moved by Booge supported by Coyle. On roll call the votes were as follows: Lacy – NO; Booge – YES; Wiederholt – YES; Coyle – YES; Motion passed and approved.
- 12) Mayor Adams asked City Administrator to update the Council on the re-organization plan. Anderson indicated discussions that are ongoing with the Library Board and the goal of consolidating storefronts. Anderson then presented and asked the Council to approve a job description for the Public Safety Director. Wiederholt moved to approve the proposed job description with edits supported by Coyle. Passed unanimously.
- 13) Mayor Adams asked if there was discussion relevant to RAGBRAI. Hearing none the topic was tabled to next month.
- 14) Reports -

Councilmember Lacy contended that departments need to submit invoices and follow the local purchasing policy.

Councilmember Wiederholt and Mayor Adams thanked everyone for their efforts that made Raccoon River Days a success.
- 15) Having no other business Mayor Adams asked for a motion to adjourn. Moved by Lacy supported by Wiederholt. Passed unanimously by those present.

_____ Allan B. Adams, Mayor

ATTEST

_____ Liz Thompson, City Clerk

ACCOUNTS PAYABLE ACTIVITY
CLAIMS REPORT

VENDOR NAME	REFERENCE	VENDOR		CHECK
		TOTAL	CHECK#	DATE

ACCOUNTS PAYABLE CLAIMS				

3E ELECTRICAL ENG & EQUIP	LID FOR PUMP	219.04		
ACCO	WATER CHEMICALS	574.00		
TYCO INTERGRATED SECURITY	QUARTERLY BILLING 8/13-10/13	120.00		
AG SOURCE LABORATORIES	WATER/WASTE WATER TESTING	292.00		
AMERICAN LIBRARY ASSOC	MEMBERSHIP DUES	175.00		
ANDERSON SERVICE	AC REPAIR LIBRARY	130.00		
BOB BROWN CHEVROLET	PUBLIC WORKS TRUCK PART	3.72		
BOY SCOUTS OF AMERICA	FEES	535.00		
CARPENTER UNIFORM CO	POLICE HAT	139.78		
CASEY'S GENERAL STORE	GAS/MERCH	1,005.87		
CENTURY LINK	CITY HALL PHONE LINE	332.46		
CITY OF DESOTO	BOOM TRUCK PARTS/REPAIR	34.93		
COAST TO COAST SOLUTIONS	CUSTOM MAGNET LIBRARY	287.00		
COMPASS BUSINESS SOLUTIONS	CUSTOM WINDOW ENV UT BILLS	1,060.67		
CONSUMER REPORTS	SUBSCRIPTION X 1 YR	26.00		
CULLIGAN	RENTAL	34.45		
DAKOTA SUPPLY GROUP	METER FOR AM LEGION	508.95		
DALLAS COUNTY NEWS	LEGAL PUBLICATIONS	115.87		
DANKO	TFT G FORCE NOZZLE X 2	1,011.00		
DAVID SMITH	A CELEBRATION OF STATE CAPITAL	45.00		
DEPT OF ADMINSITRATIVE	JUNE CPM DAGGETT	250.00		
EFTPS	FED/FICA TAX	2,554.86	11178243	6/21/13
EFTPS	FED/FICA TAX	2,641.20	11178253	7/03/13
ELECTRONIC ENGINEERING	MIC	209.04		
EMERGENCY MEDICAL PRODUCTS	PHYSIO CONTROL FAST PATCH PADS	27.75		
GREATER DALLAS CO - GDCDA	13/14 MEMBERSHIP DUES	2,032.00		
HEARTLAND COOP	FD DIESEL	119.20		
HERMAN WELDING	BIKE RACK	600.00		
HILL BROS ASPHALT CORP	ROAD PATCH	825.00		
IOWA DEPARTMENT OF NATURAL RES	PERMIT FEES FOR CONSTRUCTION	100.00		
IOWA LEAGUE OF CITIES	MEMBER DUES 13/14	622.00		
IOWA LIBRARY SERVICES	FY2014 WILBOR SUBSCRIPTION	391.44		
IOWA ONE CALL	FAXES	45.20		
IPERS	IPERS	1,471.46	11178241	6/21/13
JIMS JOHNS INC	JOHNSON PARK	50.00		
LESLIE HERMAN	RAGBRAI SIGNS	775.30		
LOWE'S	OFFICE SUPPLIES	63.22		
MAFFIN OUTDOOR POWER & AUTO	WHITE 96 CHEVY 2500	304.51		
MAINSTAY	NETWORK MAINTENANCE	670.00		
MATHESON TRI GAS INC	OXYGEN	32.60		
MICHAEL FREDERICK	BOOKS	32.00		
MIDAMERICAN ENERGY	GAS/ELEC	2,225.71		
MIDWESTERN CULVERT LTD	SIDEWALK PROJECT	292.30		
MORRIS EXCAVATING LTD	KATELYN DRIVE WATERLINE BREAK	220.00		
MURRAY'S AUTO PIT STOP	FD #828	90.28		
OFFICE DEPOT	OFFICE SUPPLIES	196.02		
PETE HOWE INDUSTRIAL	SW LINE CLEAN N SIDE OF ELM	3,621.20		
RHODES INC	RECYCLE ASPHALT DELIVERED	1,056.77		
TREAS - STATE OF IOWA W/H	STATE TAX	517.00	11178242	6/21/13
US POSTMASTER	JULY NEWSLETTER/UT BILLS	184.00	23839	6/27/13
VEENSTRA & KIMM INC	ENGINEERING FEES	24,016.27		

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

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
VERIZON WIRELESS	CELL PHONE FEES	304.22		
VAN METER RECREATION FOUNDATIO	LOST	8,239.06	23838	6/19/13
WASTE CONNECTIONS	GARBAGE CONTRACT	5,717.35		
WEBSPEC DESIGN	WEBSITE PROJECT - LIBRARY	1,000.00		
WELLS FARGO CC	MANAGERS MEETING	1,025.91		
WHITFIELD & EDDY PLC	LEGAL FEES	575.00		
**** PAID	TOTAL ****	15,607.58		
**** SCHED	TOTAL ****	54,141.03		
**** OPEN	TOTAL ****			
**** ON HOLD	TOTAL ****			
***** REPORT TOTAL *****		69,748.61		

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

DEPT	DEPT NAME	TOTAL	CHECK#	DATE
	LIABILITIES	7,184.52		
	POLICE	1,625.29		
	EMERGENCY MANAGEMENT	11.82		
	FIRE	1,471.50		
	AMBULANCE	60.35		
	ROADS, BRIDGES, SIDEWALKS	8,576.05		
	STREET LIGHTING	213.35		
	GARBAGE	5,717.35		
	LIBRARY	2,314.64		
	PARKS	670.92		
	RECREATION	8,289.06		
	COMMUNITY BEAUTIFICATION	775.30		
	ECONOMIC DEVELOPMENT	14,788.65		
	MAYOR/COUNCIL/CITY MGR	626.17		
	CLERK/TREASURER/ADM	672.93		
	LEGAL SERVICES/ATTORNEY	263.20		
	CITY HALL/GENERAL BLDGS	889.35		
	WATER	8,467.45		
	SEWER/SEWAGE DISPOSAL	7,130.71		



CITY OF VAN METER

Bank Reconciliation/Financial Summary - Month/Year: May 2013

<u><i>Treasurer's Report</i></u>	
Book Balance, Beginning of Month:	\$1,088,071.13
Add: Total Revenues this Month: with transfers	\$111,254.87
Less: Total Expenditures this Month: with trans	(\$78,820.21)
Add: Δ Liability	\$0.00
Book Balance End of Month:	\$1,120,505.79

<u><i>Bank Reconciliation</i></u>	
Checking Account Balance End of Month:	\$613,558.45
Less: Outstanding Transactions (Cash Report):	(\$17,914.88)
Adjusted Checking Account Balance:	\$595,643.57
Currency	
Petty Cash: (res Nov 2004)	\$100.00
Change Fund:	\$30.00
Total Currency:	\$130.00
Investments: (Interest for month included)	
IPAIT	
IPAIT – general	\$220,780.97
IPAIT – park	\$20,618.78
IPAIT – library	\$17,057.76
IPAIT – library/technology	\$1,186.99
IPAIT TOTAL:	\$259,644.50
Certificate of Deposit/ESB	\$250,000.00
Wells Fargo – savings acc't	\$15,087.72
Total Investments:	\$524,732.22
Total of Bank Statements End of Month	\$1,120,505.79

Difference:	\$0.00
Note(s):	

Verify: Mayor or Mayor Pro Tem:

1:55

TREASURER'S REPORT

OPER: JA

CALENDAR 5/2013, FISCAL 11/2013

ACCOUNT TITLE	LAST MONTH	RECEIVED	DISBURSED	CHANGE IN	ENDING
	END BALANCE			LIABILITY	BALANCE
001 GENERAL	88,918.32	32,598.18	40,262.63	.00	81,253.87
049 VEHICLE INSPECTION FUND	38,491.91	.00	.00	.00	38,491.91
051 LIBRARY TECHNOLOGY FUND	1,432.50	.01	.00	.00	1,432.51
052 PW-VEHICLE REPLACEMENT	7,000.00	.00	.00	.00	7,000.00
053 FD-VEHICLE REPLACEMENT	8,000.00	.00	.00	.00	8,000.00
054 VEHICLE REPLACEMENT-POLI	5,631.25	.00	.00	.00	5,631.25
055 VEHICLE REPLACEMENT-FIRS	3,000.00	.00	.00	.00	3,000.00
056 TECHNOLOGY REPLACEMENT-L	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	2,292.41	.00	.00	.00	2,292.41
110 ROAD USE TAX	262,557.72	4,601.46	7,533.77	.00	259,625.41
112 EMPLOYEE BENEFITS	56,607.17	7,455.55	3,303.51	.00	60,759.21
119 EMERGENCY FUND	12,826.52	660.60	.00	.00	13,487.12
121 LOCAL OPTION SALES TAX	.00	7,644.76	7,644.76	.00	.00
125 TIF-CR ESTATE	176,504.61	9,056.51	.00	.00	185,561.12
126 TIF-WH PINES SUBDIVISION	84,119.27	2,947.62	.00	.00	87,066.89
127 TIF-POLK CO. BANK	42,930.09	.00	.00	.00	42,930.09
128 TIF-STANDBROUGH	.00	.00	.00	.00	.00
180 PARK/REC TRUST FUND	23,976.60	8,111.02	.00	.00	32,087.62
181 PARK SUBDIVISION TRUST	.00	.00	.00	.00	.00
182 LIBRARY TRUST FUND	20,550.96	.17	469.68	.00	20,081.45
183 VM COMMUNITY BETTERMENT	2,014.25	3,327.00	3,727.74	.00	1,613.51
184 CDBG/HOUSING PROJECT	.00	.00	.00	.00	.00
200 DEBT SERVICE	69,148.78	7,754.53	.00	.00	76,903.31
205 DEBT SERVICE-WATER	.00	.00	.00	.00	.00
213 DEBT SERVICE-LIFT STATIO	.00	.00	.00	.00	.00
300 SIDEWALK CAPITAL PROJECT	18,544.71-	.00	.00	.00	18,544.71-
500 CEMETARY-PERPETUAL CARE	11,900.00	.00	.00	.00	11,900.00
600 WATER	42,121.17	16,023.76	8,748.61	.00	49,396.32
606 WATER MAIN PROJECT	41,242.47	.00	.00	.00	41,242.47
610 SEWER	97,349.84	11,073.70	7,129.51	.00	101,294.03
612 DEBT SERVICE-SEWER LAGOO	.00	.00	.00	.00	.00
Report Total	1,088,071.13	111,254.87	78,820.21	.00	1,120,505.79



CITY OF VAN METER

Bank Reconciliation/Financial Summary - Month/Year: June 2013

<u><i>Treasurer's Report</i></u>	
Book Balance, Beginning of Month:	\$1,120,505.79
Add: Total Revenues this Month: with transfers	\$63,018.94
Less: Total Expenditures this Month: with trans	(\$273,021.27)
Add: Δ Liability	\$104.11
Book Balance End of Month:	\$910,607.57

<u><i>Bank Reconciliation</i></u>	
Checking Account Balance End of Month:	\$403,436.00
Less: Outstanding Transactions (Cash Report):	(\$17,694.73)
Adjusted Checking Account Balance:	\$385,741.27
Currency	
Petty Cash: (res Nov 2004)	\$100.00
Change Fund:	\$30.00
Total Currency:	\$130.00
Investments: (Interest for month included)	
IPAIT	
IPAIT – general	\$220,782.85
IPAIT – park	\$20,618.96
IPAIT – library	\$17,057.91
IPAIT – library/technology	\$1,187.00
IPAIT TOTAL:	\$259,646.72
Certificate of Deposit/ESB	\$250,000.00
Wells Fargo – savings acc't	\$15,089.58
Total Investments:	\$524,736.30
Total of Bank Statements End of Month	\$910,607.57

Difference:	\$0.00
Note(s):	

Verify: Mayor or Mayor Pro Tem:

CALENDAR 6/2013, FISCAL 12/2013

ACCOUNT TITLE	LAST MONTH				CHANGE IN	ENDING
	END BALANCE	RECEIVED	DISBURSED	LIABILITY	BALANCE	
001 GENERAL	81,253.87	21,520.83	60,640.95	104.11	42,237.86	
049 VEHICLE INSPECTION FUND	38,491.91	.00	.00	.00	38,491.91	
051 LIBRARY TECHNOLOGY FUND	1,432.51	.01	.00	.00	1,432.52	
052 PW-VEHICLE REPLACEMENT	7,000.00	.00	.00	.00	7,000.00	
053 FD-VEHICLE REPLACEMENT	8,000.00	.00	.00	.00	8,000.00	
054 VEHICLE REPLACEMENT-POLI	5,631.25	.00	.00	.00	5,631.25	
055 VEHICLE REPLACEMENT-FIRS	3,000.00	.00	.00	.00	3,000.00	
056 TECHNOLOGY REPLACEMENT-L	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	2,292.41	275.00	37.60	.00	2,529.81	
110 ROAD USE TAX	259,625.41	7,815.92	17,508.60	.00	249,932.73	
112 EMPLOYEE BENEFITS	60,759.21	992.40	3,811.40	.00	57,940.21	
119 EMERGENCY FUND	13,487.12	76.71	.00	.00	13,563.83	
121 LOCAL OPTION SALES TAX	.00	8,239.06	8,239.06	.00	.00	
125 TIF-CR ESTATE	185,561.12	.00	37,788.58	.00	147,772.54	
126 TIF-WH PINES SUBDIVISION	87,066.89	1,163.18	.00	.00	88,230.07	
127 TIF-POLK CO. BANK	42,930.09	.00	8,601.15	.00	34,328.94	
128 TIF-STANDBROUGH	.00	.00	.00	.00	.00	
180 PARK/REC TRUST FUND	32,087.62	.15	6,835.80	.00	25,251.97	
181 PARK SUBDIVISION TRUST	.00	.00	.00	.00	.00	
182 LIBRARY TRUST FUND	20,081.45	50.18	768.66	.00	19,362.97	
183 VM COMMUNITY BETTERMENT	1,613.51	1,108.70	2,216.27	.00	505.94	
184 CDBG/HOUSING PROJECT	.00	.00	.00	.00	.00	
200 DEBT SERVICE	76,903.31	880.19	66,865.00	.00	10,918.50	
205 DEBT SERVICE-WATER	.00	.00	28,398.75	.00	28,398.75-	
213 DEBT SERVICE-LIFT STATIO	.00	.00	11,887.51	.00	11,887.51-	
300 SIDEWALK CAPITAL PROJECT	18,544.71-	.00	.00	.00	18,544.71-	
500 CEMETARY-PERPETUAL CARE	11,900.00	.00	.00	.00	11,900.00	
600 WATER	49,396.32	10,143.98	10,144.98	.00	49,395.32	
606 WATER MAIN PROJECT	41,242.47	.00	.00	.00	41,242.47	
610 SEWER	101,294.03	10,752.63	9,276.96	.00	102,769.70	
612 DEBT SERVICE-SEWER LAGOO	.00	.00	.00	.00	.00	
Report Total	1,120,505.79	63,018.94	273,021.27	104.11	910,607.57	

Submitted at July 15, 2013 meeting: _____
Jake Anderson, City Administrator

QUARTERLY INVESTMENT REPORT – for period 04-01-13 through 06-30-13:

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 remain at zero and interest rates continue to disappoint.

As of 06-30-13 the total cash balance was \$910,607.57*; and the cash/investment breakdown is:

Checking/Wells Fargo account – \$385,741.27
Savings/Wells Fargo account - \$15,089.58
IPAIT – public funds – \$220,782.85
IPAIT – library - \$17,057.91
IPAIT-library/technology - \$1,187.00
IPAIT – park trust - \$20,618.96
Petty Cash - \$100.00
Change Fund - \$30.00
Certificate of Deposit – ESB - \$250,000
TOTAL: \$910,607.57*

Resolution # 2013-_____ “A Resolution to Transfer Funds”

Be it hereby resolved that the City Council of Van Meter, Iowa approves the following transfers:

\$28,398.75 from WH Pines TIF (126) to Debt Service (205) for Water Main Payments.

\$11,887.51 from WH Pines TIF (126) to Debt Service (213) for Lift Station Payments.

\$25,623.71 from General Fund (001) to Library Trust (182) per budget.

Passed and Approved this 15th Day of July 2013.

_____ Mayor Allan Adams

ATTEST:

_____ Jake Anderson, City Administrator

Resolution # 2013-_____ “A Resolution appointing a Director of Public Safety”

Whereas, the Van Meter City Council passed and adopted Ordinance 236, An Ordinance Establishing a Department of Public Safety, and

Whereas, Ordinance 236 calls for the appointment of a Director of Public Safety, and

Whereas, Police Chief William Daggett possesses the requisite knowledge, skills, and abilities necessary to serve as the Director of Public Safety, now

Therefore be it resolved that the City Council of Van Meter, Iowa approves the following appointment of William Daggett to the position of Public Safety Director.

Passed and Approved this 15th Day of July 2013.

_____ Mayor Allan Adams

ATTEST:

_____ Jake Anderson, City Administrator



505 Grant Street
P.O. Box 160
Van Meter, Iowa 50261

City Hall: 515-996-2644
Fax: 515-996-2207
Dispatch: 515-993-4567
Cellular: 515-202-4154

VAN METER DEPARTMENT OF PUBLIC SAFETY

“Serving the Community”

Memorandum

To: Jake Anderson, City Administrator
CC:
From: Wm. Daggett, Director of Public Safety
Date: 7/9/2013
Re: Reserve Officer Policy Revision

Mr. Anderson,

Please find attached to the email a policy revision I would like put on the agenda for the July meeting per our conversation.

Bill Daggett
Director of Public Safety (Police Chief)

“SERVING THE COMMUNITY”

CHAPTER 23

~~RESERVE POLICE PROGRAM~~ PUBLIC SAFETY OFFICER (RESERVE/PAID ON CALL)

Policy

- 23.1 The goal of the Public Safety Officer (Reserve/Paid on Call) Program is to provide an additional cadre of trained police, fire and EMS personnel employing full police powers and fully trained to provide fire and EMS services as provided by the laws of the State of Iowa, to further the efforts of the Van Meter Department of Public Safety during routine and emergency operations and for any Department of Public Safety needs as assigned by the Director of Public Safety (Chief of Police).

Definitions

- 23.2 Public Safety Officer (Reserve/Paid on Call): Any person who volunteers and accepts an appointment to less than a full time position, with compensation as prescribed by Iowa Code, and who is sworn, vested with authority to bear arms and make arrests and whose primary responsibility is the prevention and detection of crime, suppression of fire and care for patients during EMS events or the enforcement of the criminal and traffic laws of the State of Iowa and the ordinances of the City of Van Meter.
- 23.3 Public Safety Officer (Reserve/Paid on Call) Coordinator: A Sworn Van Meter Public Safety Officer designated by the Chief of Police to oversee and coordinate the Public Safety Officer (Reserve/Paid on Call) program.

Responsibility

- 23.4 Public Safety Officer (Reserve/Paid on Call) Coordinator is responsible for coordinating deployment of the Public Safety Officer (Reserve/Paid on Call) depending on the current operational needs of the Department.
- 23.5 The Public Safety Officer (Reserve/Paid on Call) Coordinator will conduct regular Public Safety Officer (Reserve/Paid on Call) Meetings and shall prepare periodic status reports on the Public Safety Officer (Reserve/Paid on Call) Program for the Chief of Police.
- 23.6 It is the responsibility of the Public Safety Officer (Reserve/Paid on Call) Coordinator to maintain a personnel file and a training record for each Public Safety Officer (Reserve/Paid on Call).
- 23.7 Each Public Safety Officer (Reserve/Paid on Call) will have current photos and fingerprints on file.
- 23.8 Each Public Safety Officer (Reserve/Paid on Call) will keep his/her address and telephone number current with the department.

Selection/Requirements

- 23.9** Public Safety Officer (Reserve/Paid on Call) shall possess the same minimum hiring requirements as full-time public safety officers except for the physical agility test. Public Safety Officer (Reserve/Paid on Call) selection will be at the discretion of the Director of Public Safety (Chief of Police) upon the approval of the City Administrator. The Mayor and Council shall approve the number of Public Safety Officer (Reserve/Paid on Call) positions available for the City of Van Meter with no less than ten (10) positions being allocated for public safety operations. Public Safety Officer (Reserve/Paid on Call) must complete the Iowa Law Enforcement Reserve Academy and field training program upon selection. They must complete Firefighter I, Firefighter II and EMT-B within two years of selection or be so certified. Public Safety Officer (Reserve/Paid on Call) must agree to and sign a non-disclosure agreement allowing for civil penalties for release of information or any transfer of information by any means that is derogatory or inappropriate toward the City of Van Meter, it's Department of Public Safety, employee's or representatives.
- 23.10 Retiring or resigning members of the Van Meter Department of Public Safety who are in good standing and desire to become Public Safety Officer (Reserve/Paid on Call) will request such status in their resignation or retirement letters. If the Director of Public Safety approves the request and upon approval by the City Administrator, then changes of status will be annotated.
- 23.11 Retired or former members of the Van Meter Department of Public Safety who have been away from the department any amount of time and who wish to become a Public Safety Officer (Reserve/Paid on Call) must re-complete the hiring process from the beginning.

Training

- 23.12 The Public Safety Officer (Reserve/Paid on Call) Coordinator is responsible for scheduling, coordination or providing of in-service training, scheduling assignments, disseminating information, and discussing unit business.
- 23.13 Public Safety Officer (Reserve/Paid on Call) are to be trained in use of force policy(s) and tested for weapons proficiency with the same frequency as full-time officers performing like functions. Public Safety Officer (Reserve/Paid on Call) must attend in-service training as that of full-time officers performing like functions which can include:
- A. Mandatory training classes
 - B. Use of Force policies.
 - C. Annual demonstration of proficiency with firearms authorized to carry; Achieve a minimum of 4 hours firearms training every reporting period.
 - D. Legal updates,

E. Other required training

F. In-service training times may vary to accommodate the Public Safety Officer (Reserve/Paid on Call) program.

G. All Public Safety Officer (Reserve/Paid on Call) must complete the Field Training Officer Program under the same guidelines as full-time officers or as directed by the Chief of Police. Training shall be conducted by the FTO Instructor or other person as designated by the Chief of Police. At the sole discretion of the Chief of Police, a quickened version of the field training program may be available or waived for experienced, retiring, retired, or former officers of the Van Meter Police Department.

H. Police reservists not completing mandatory training classes will not be allowed to participate in the Public Safety Officer (Reserve/Paid on Call) Program.

I. In addition, they shall complete twenty four hours of in-service training to include fire operations, suppression and rescue operations. They shall complete 36 hours of in-service training in emergency medical service.

Utilization

- 23.14** All Public Safety Officer (Reserve/Paid on Call) will be subject to the same policies, procedures, rules, and regulations that pertain to fulltime, sworn public safety personnel except Chapter 17 Discipline & Discharge.
- 23.15 Public Safety Officer (Reserve/Paid on Call) will function as a full-time Public Safety Officer when on duty.
- 23.16 Public Safety Officer (Reserve/Paid on Call) must work a minimum of sixteen (16) hours in a one (1) month period.
- 23.17 Public Safety Officer (Reserve/Paid on Call) may be issued the same uniforms as those for full-time officers and firefighters performing like functions.
- 23.18 Whenever possible, Public Safety Officer (Reserve/Paid on Call) may be issued equipment the same as full-time officers.
- 23.19 Members will maintain their issued equipment as required by Department policy.
- 23.20 Upon completion of the field training program and ILEA approved Reserve Officer Academy; Public Safety Officer (Reserve/Paid on Call) choosing to do so may be assigned to ride alone in a police vehicle by the Chief of Police. Public Safety Officer (Reserve/Paid on Call) choosing to ride with a Full-Time Officer shall be able to do so at the discretion of the Full-Time Officer. Any Full-Time Officer refusing to allow Public

Safety Officer (Reserve/Paid on Call) to ride with him/her must immediately explain his/her reasons in writing to the Chief of Police.

- 23.21 Public Safety Officer (Reserve/Paid on Call) in good standing and qualified to do so may work contract overtime and grants at the discretion of the Chief of Police.
- 23.22 Public Safety Officer (Reserve/Paid on Call) in good standing and upon prior approval by the Chief of Police may work fill-in shifts for full-time officers on training leave, vacation, illness, etc. as scheduled by a supervisor.
- 23.23 The Public Safety Officer (Reserve/Paid on Call) Coordinator will monitor the hours worked by Public Safety Officer (Reserve/Paid on Call).
- 23.24 When reporting for duty, each Public Safety Officer (Reserve/Paid on Call) will notify dispatch of such on duty time and off duty time. They shall maintain a dispatch and daily log the same as full-time sworn personnel.

Separations

- 23.25 At the time of termination or resignation, the Public Safety Officer (Reserve/Paid on Call) will return all city issued uniforms and equipment to the Public Safety Officer (Reserve/Paid on Call) Coordinator.
- 23.26 Public Safety Officer (Reserve/Paid on Call) serve at the pleasure of the Chief of Police, and will not be governed by the same disciplinary procedures that govern full-time Officers. Decisions relative to their continued service will be at the sole discretion of the Chief of Police. The Mayor and/or City Administrator and the City Council may discipline or terminate Public Safety Officer (Reserve/Paid on Call) as appropriate in the absence of an appointed Chief of Police.

Restrictions

- 23.27 Public Safety Officer (Reserve/Paid on Call) as per Iowa Code are private citizens and may not take off-duty action at any time. A Public Safety Officer (Reserve/Paid on Call) should make every attempt to contact dispatch or any on-duty officer about the incident.
- 23.28 Public Safety Officer (Reserve/Paid on Call) will not engage in any activity or behavior by means of personal activities, employment or association that may bring discredit or criticism to the Van Meter Police Department. Public Safety Officer (Reserve/Paid on Call) will not exploit their association with the Department to promote political influence, for personal gain, or to seek personal publicity.

Liability

- 23.29 Public Safety Officer (Reserve/Paid on Call) should bear in mind that any inappropriate activities and/or actions taken while on duty may have criminal or civil consequences.

23.30 All Public Safety Officer (Reserve/Paid on Call) are expected to use good judgment, obey the law, conform to Departmental policies and procedures, and always remember that they represent the Van Meter Department of Public Safety to every person with whom they come into contact. Public Safety Officer (Reserve/Paid on Call) shall be covered under the City of Van Meter liability policy.

Credentials and Firearms

23.31 Public Safety Officer (Reserve/Paid on Call) will comply with all current department policies applicable to firearms, other weapons and use of force.

23.32 Public Safety Officer (Reserve/Paid on Call) will, concealed from public view, carry authorized badges and I.D. cards off-duty per departmental policy.

Duties and Responsibilities

23.33 Public Safety Officer (Reserve/Paid on Call) will thoroughly familiarize themselves with all Rules, Regulations, and Policies of the Van Meter Department of Public Safety.

23.34 Public Safety Officer (Reserve/Paid on Call) will treat all official business of the Department as confidential.

23.35 Public Safety Officer (Reserve/Paid on Call) are responsible for writing their own reports and attending all required court appearances in which they are subpoenaed.

23.36 Public Safety Officer (Reserve/Paid on Call) are obligated to fulfill all assignments to include extra duty details. Public Safety Officer (Reserve/Paid on Call) unable to work their assigned shift or an extra duty detail due to illness, injury, or a legitimate emergency will make immediate notification through the chain of command.

23.37 The Chief of Police may exempt a Public Safety Officer (Reserve/Paid on Call) from any assignment.

23.38 Public Safety Officer (Reserve/Paid on Call) will check with the Public Safety Officer (Reserve/Paid on Call) Coordinator for any subpoenas or department related correspondence no less than once every five-business days.

Performance Evaluations

23.39 After release to limited or unlimited duty, the performance of Public Safety Officer (Reserve/Paid on Call) will be evaluated periodically by the Public Safety Officer (Reserve/Paid on Call) Coordinator.

- 23.40 The Public Safety Officer (Reserve/Paid on Call) Coordinator shall contact full-time officers for additional information, opinions, etc. related to the Public Safety Officer (Reserve/Paid on Call).
- 23.41 Public Safety Officer (Reserve/Paid on Call) will be evaluated in the same manner as regular Police Officers.

Rank Structure

- 23.42 Public Safety Officer (Reserve/Paid on Call) will answer directly to the Public Safety Officer (Reserve/Paid on Call) Coordinator and will be subordinate to any full-time officer. During fire and EMS operations the Public Safety Officer (Reserve/Paid on Call) shall be subordinate to the appropriate fire command structure.
- 23.43 The Chief of Police will determine duties for the Public Safety Officer (Reserve/Paid on Call) Coordinator. This may include, but not limited to, scheduling, training, overseeing special events and taking on more functions at Public Safety Officer (Reserve/Paid on Call) meetings and activities.
- 23.44 Members will obey and respect the structure within the Department of Public Safety as they would of any sworn officer.
- 23.45 Insubordination will not be tolerated and will be grounds for immediate dismissal from the Public Safety Officer (Reserve/Paid on Call) program.
- 23.46 Any problems arising between a Public Safety Officer (Reserve/Paid on Call) and a Full-Time Officer should be discussed with a supervisor and taken up the chain of command as necessary.
- 23.47 Any Full-Time Officer has the right to relieve a Public Safety Officer (Reserve/Paid on Call) of duty for major offenses against the policies of this department. Any Full-Time Officer doing so should immediately contact a supervisor.

Financial Compensation for Public Safety Officer (Reserve/Paid on Call)

- 23.48 Public Safety Officer (Reserve/Paid on Call) are expected to perform their duties on a voluntary basis at a payment of \$1.00 per calendar year as required by the code of the State of Iowa. In regard to fire and EMS operations Public Safety Officer (Reserve/Paid on Call) personnel shall be paid per the Van Meter Fire Department policy. In some special circumstances, Public Safety Officer (Reserve/Paid on Call) may be compensated financially (based on a scale of the current starting wage for new full-time officers).

- 23.49 To be eligible for financially compensated duty assignments, the Public Safety Officer (Reserve/Paid on Call) must be in good standing and have completed all of his/her normal reserve duty obligations (16 hours of volunteer shifts per month) or in cases of events at the beginning of a new month, show previous months of fulfilled reserve time obligations.
- 23.50 Certain events and police duties may be financially compensated upon approval of the Mayor and/or City Administrator and Chief of Police on an event-by-event basis.

**AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES
RICHLAND ROAD SANITARY SEWER
CITY OF VAN METER, IOWA**

THIS AGREEMENT, made and entered into this ____ day of _____ 2013, by and between the **CITY OF VAN METER, IOWA**, a municipal corporation organized under the laws of the State of Iowa, hereinafter referred to as the **City**, and **VEENSTRA & KIMM, INC.** of West Des Moines, Iowa, a corporation organized under the laws of the State of Iowa, hereinafter referred to as the **Engineers**,

WITNESSETH, THAT WHEREAS, the City's long term plan anticipates the construction of sanitary sewer on Richland Road from the existing trunk sewer southerly toward F90, and

WHEREAS, the City is in the process of entering into agreements with the Van Meter Community School District and Knapp Properties, Inc. to provide funding for a portion of a sanitary sewer located along Richland Road extending from the existing 12-inch trunk sewer southerly to the south edge of the Knapp Properties, Inc. parcel located near the south side of the cemetery access drive, and

WHEREAS, based in part on the financial participation of the Van Meter Community School District and Knapp Properties, Inc. and the schedule of improvements for the School District's athletic complex and the Hilltop subdivision proposed by Knapp Properties, Inc., the City has determined it appropriate to proceed with the design and construction of a sanitary sewer along the portion of Richland Road with the project being referred to as the **Richland Road Sanitary Sewer** or the **Project**, and

WHEREAS, the City desires to retain the services of the Engineers to provide professional engineering services during the design and construction of the Project.

NOW, THEREFORE, it is agreed by and between the parties hereto the City retains the Engineers to act for it and represent it in engineering matters involved in the Project. Such agreement shall be subject to the following terms, conditions and stipulations to wit:

1. **SCOPE OF PROJECT.** It is understood and agreed the Project shall consist of the following improvements:
 - a. Sanitary sewer along Richland Road extending from the existing 12-inch sanitary sewer southerly approximately 2,100 feet to the south side of the cemetery access drive.

The scope and extent of the improvements may be modified by mutual agreement during the course of the Project to satisfy the general goals and objectives of the City with respect to the Project.

2. **DESIGN SURVEYS.** The Engineers shall make all surveys necessary for design of the Project and preparation of plans and specifications. Such design surveys shall include the securing of topographic and cross-sectional data and other field information and measurements of existing units as may be required for a complete and biddable design. To the extent possible the design will utilize the preliminary survey completed in 2011 for the Water Main Improvement Project constructed along the east side of Richland Road.
3. **DESIGN CONFERENCES.** The Engineers shall attend such conferences with the City and its staff as may be necessary to make decisions as to the details of design of the Project.
4. **PLANS AND SPECIFICATIONS.** The Engineers shall prepare such detailed plans and specifications as are reasonably necessary and desirable for construction of the Project. The specifications shall describe, in detail, the work to be done, materials to be used and the construction methods to be followed. Preliminary plans and specifications shall be submitted to the City for review prior to completion of preparation of final plans and specifications. Final plans and specifications shall be submitted to the City complete and ready for bidding. Separate plans and specifications will be prepared for each component of the Project requiring plans and specifications.
5. **GEOTECHNICAL INVESTIGATION.** The Engineers shall prepare scope of work for geotechnical investigation, including soil borings, required during the design phase of the Project. The Engineers shall solicit quotations from geotechnical consultants for the work to be completed for the geotechnical investigation. The Engineers shall review with the City the scope of geotechnical investigation and quotations received from the geotechnical consultants. The Engineers shall coordinate the services of the geotechnical consultant including review of the findings of the geotechnical work and incorporation of the findings in the design of the improvements. The actual cost for the geotechnical consultant shall be paid directly by the City. The cost of the Engineers relating to coordinating and managing the geotechnical services are included as a part of the scope of work under this Agreement.
6. **PERMITS AND LICENSES.** The Engineers shall provide copies of the plans and specifications for review by the Iowa Department of Natural Resources and any other permitting authority from which a permit or license is required, and shall assist in obtaining the necessary construction permits for the Project. Any fees for the construction permits shall be paid by the City and said costs shall not be charged against the Engineers' fees.

7. **ESTIMATE OF COST.** The Engineers shall prepare a preliminary Engineers' Estimate of Cost for the improvements to be constructed under the Project. The Engineers' Estimate of Cost is intended for the use of the City in financing the Project. The Engineers shall not be responsible if the contract awarded for construction of the Project varies from the original Engineers' Estimate of Cost.
8. **ADVERTISEMENT FOR BIDS.** The Engineers shall assist in the preparation of the notice to contractors and shall provide plans and specifications to prospective bidders. Publication costs shall be borne by the City.
9. **COSTS OF PLANS AND SPECIFICATIONS.** The City shall compensate the Engineers for the cost of plans and distribution of plans as set forth in **4. PLANS AND SPECIFICATIONS** above as provided in Senate File 2389. The reimbursement of the cost of plans and distribution of plans as required under Senate File 2389 is not included in the fees for services set forth under this Agreement.
10. **AWARD OF CONTRACT.** The construction work included in the Project shall be bid at one letting. The Engineers shall have a representative present when the bids and proposals are opened and shall prepare a tabulation of bids for the City and shall advise as to the responsiveness of the bidders, and assist in making the award of contract. After the award is made, the Engineers shall prepare the necessary contract documents.
11. **GENERAL SERVICES DURING CONSTRUCTION.** Upon written request of the City, the Engineers shall provide general services during construction including:
 - a. Consult with and advise City.
 - b. Provide visits to the site during construction.
 - c. Assist in interpretation of plans and specifications.
 - d. Review drawings and data of manufacturers.
 - e. Process and certify payment estimates of the contractor to the City.
 - f. Prepare amendments to the contract documents, as necessary, to show major changes made during construction.

- 12. RESIDENT REVIEW SERVICES.** Resident review services is understood to include the detailed observation and review of the work of the contractor and materials for substantial compliance with the plans and specifications.

The Engineers shall provide resident review services by assigning resident engineers and/or engineering technicians to the Project for such full or part-time periods as may be reasonably required to observe and review the construction work. The personnel assigned and the period of such assignment shall be subject to the agreement of the parties hereto.

- 13. FINAL REVIEW SERVICES.** The Engineers shall make a final review after construction is complete to determine that the construction is substantially in compliance with the plans and specifications. The Engineers shall certify to the City that construction is substantially in compliance with the plans and specifications.

- 14. PROJECT RECORDS.** After completion of construction, the Engineers shall provide the City with one complete set of plans and specifications showing the final construction of the Project. The Engineers shall provide to the City, copies of relevant reports and documentation relating to the Project.

15. COMPENSATION.

- a. The fee for engineering design services for the Project as set forth in "**1. SCOPE OF PROJECT**" encompassing the work set forth from "**2. DESIGN SURVEYS**" through "**7. ESTIMATE OF COST**" of this Agreement shall be on the basis of the Engineers standard hourly rates for personnel engaged in performance of the sewer, plus reimbursement of out of pocket expenses. The maximum fee shall not exceed the sum of Seventeen Thousand Five Hundred Dollars (\$17,500).
- b. The fee for Engineering services during bidding and construction set forth from "**8. ADVERTISEMENT FOR BIDS**" through "**14. PROJECT RECORDS**" shall be set forth in a subsequent Amendment to this Agreement to be approved prior to the undertaking of the services.
- 16. PAYMENT.** The fees for design services as set forth in "**15. COMPENSATION**" shall be paid each month in proportion to the level of completion of the design services based on the monthly statement of services provided by the Engineers. For services during construction the payment shall be on the basis of costs incurred by the Engineers for labor and reimbursable expenses and shall be paid monthly based on the statement of services submitted to the City. Payment for services for both design services and services during construction shall be due and payable upon receipt of the statement of services.

- 17. LEGAL SERVICES.** The City shall provide the services of an Attorney in matters pertaining to this Project. The Engineers shall cooperate with the City's attorney and shall comply with her requirements as to form of contract documents and procedures relative to them.
- 18. SERVICES NOT INCLUDED.** Services not included under this Agreement are as follows:
- a. Material testing and inspections other than those completed as a part of the resident review on the site of the Project, environmental impact statements, archaeological investigation, contaminated soil and groundwater investigations, geotechnical investigation.
 - b. Wetlands studies and archaeological studies.
 - c. Geotechnical services. The City shall duly compensate the cost of geotechnical services as outlined in "**5. GEOTECHNICAL INVESTIGATION**".
 - d. Services related to or regarding arbitration or litigation of a construction contract between a construction contractor and the City regarding any of the Projects included in this Agreement.
- 19. CHANGES.** If, after the plans and specifications are completed and approved by the City, the Engineers are required to change the plans and specifications because of changes made by the City, the Engineers shall receive additional compensation for making such changes. The compensation for such changes shall be based upon the standard hourly fees plus expenses for personnel of the Engineers actually engaged in making the changes. Said standard hourly fees for the personnel of the Engineers are shown on Exhibit A, attached hereto and made a part of this Agreement.
- 20. EXTRA WORK.** Fees stated in this Agreement cover the specific services outlined in this Agreement for the Project. If the City requires additional services of the Engineers in connection with the Project, or changes or modifications in the Project, the Engineers shall receive additional compensation for said services. Such additional compensation shall be at the standard hourly fees for personnel of the Engineers, shown on attached Exhibit A, plus expenses for personnel engaged in the authorized extra work.

- 21. INDEMNIFICATION.** The Engineers shall and hereby agree to hold and save the City harmless from any and all claims, settlements, and judgments, to include all reasonable investigative fees, attorneys' fees, suit and court costs for personal injury, property damage, and/or death arising out of the Engineers' or any of its agents', servants', and employees' errors, omissions or negligent acts for services under this Agreement, and for all injury and/or death to any and all of the Engineers' personnel, agents, servants, and employees occurring under the Workers' Compensation Act of the State of Iowa.
- 22. INSURANCE.** The Engineers shall furnish the City with certificates of insurance by insurance companies licensed to do business in the State of Iowa, upon which the City is endorsed as an additional named insured, in the following limits. It must be clearly disclosed on the face of the certificates that the coverage is on an occurrence basis.

General Liability*	\$1,000,000/2,000,000
Automobile Liability	1,000,000
Excess Liability (Umbrella)*	5,000,000/5,000,000
Workers' Compensation, Statutory Benefits Coverage B	Statutory
Professional Liability**, ***	1,000,000/2,000,000

*Occurrence/Aggregate

**The City is not to be named as an additional insured.

***Claims made basis.

- 23. TERMINATION.** Should the City abandon the Project before the Engineers have completed their work, the Engineers shall be paid proportionately for the work and services performed until the date of termination.
- 24. ASSISTANTS AND CONSULTANTS.** It is understood and agreed that the employment of the Engineers by the City for the purposes aforesaid shall be exclusive, but the Engineers shall have the right to employ such assistants and consultants as they deem proper in the performance of the work.
- 25. ASSIGNMENT.** This Agreement and each and every portion thereof shall be binding upon the successors and assigns of the parties hereto.

The undersigned do hereby covenant and state that this Agreement is executed in duplicate as though each were an original and that there are no oral agreements that have not been reduced to writing in this instrument.

It is further covenanted and stated that there are no other considerations or monies contingent upon or resulting from the execution of this Agreement, nor have any of the above been implied by or for any party to this Agreement.

IN WITNESS WHEREOF, the parties have hereunto subscribed their names on the date first written above.

CITY OF VAN METER, IOWA

ATTEST:

By _____
Mayor

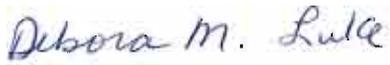
By _____
City Clerk

VEENSTRA & KIMM, INC.

ATTEST:

By 

President

By 

City Clerk

EXHIBIT A

HOURLY RATES BY EMPLOYEE CLASSIFICATION (Effective July 2012)

Management I	\$140.00
Management II	135.00
Process Engineer	150.00
Engineer I-A	140.00
Engineer I-B	136.00
Engineer I-C	130.00
Engineer II	118.00
Engineer III-A	105.00
Engineer III-B	100.00
Engineer IV	92.00
Engineer V	86.00
Engineer VI	80.00
Engineer VII	75.00
Engineer VIII	70.00
Engineer IX	65.00
Engineer X	60.00
Engineer XI	55.00
Design Technician	81.00
Planner I	91.00
Planner II	75.00
Planner III	69.00
Drafter I	79.00
Drafter II	73.00
Drafter III	64.00
Drafter IV	60.00
Drafter V	51.00
Drafter VI	47.00
Drafter VII	41.00
Clerical I	70.00
Clerical II	53.00
Clerical III	38.00
Clerical IV	31.00
Construction Manager	135.00
Surveyor I	81.00
Surveyor II	72.00
Technician I	71.00
Technician II	64.00
Technician III	61.00
Technician IV	57.00
Technician V	50.00
Technician VI	48.00
Technician VII	40.00
Technician VIII	37.00
Technician IX	28.00
Robotics	30.00/Hour
GPS	30.00/Hour
Leica Total Station	20.00/Hour

Total Station Robotics	15.00/Hour
Tablet	45.00/Hour
Fluoroscope	50.00/Hour
4-Wheeler	45.00/Day
Mileage	56.5¢/Mile



VEENSTRA & KIMM, INC.

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

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

July 1, 2013

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

CITY OF VAN METER, IOWA
MAIN STREET IMPROVEMENTS
CHANGE ORDER NO. 1

Enclosed are four copies of Change Order No. 1 for the contract between the City of Van Meter and Sternquist Construction, Inc. for the Main Street Improvements. Change Order No. 1 is to incorporate the widening of the Main Street from 26 feet to 31 feet.

Compensation for Change Order No. 1 is at the unit price in the contract for pavement at a lump sum amount for the grading and subgrade preparation.

Sternquist Construction, Inc. will start construction of the Main Street Improvements prior to the City Council meeting on July 15, 2013. The change order is consistent with the City Council action when it awarded contract to request the street be widened to 31-foot back to back pavement. Although the City Council has generally approved the additional cost the City Council should formerly approve the change order at its meeting on July 15, 2013.

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

VEENSTRA & KIMM, INC.

A handwritten signature in black ink, appearing to read 'H. R. Veenstra Jr.', written over a horizontal line.

H. R. Veenstra Jr.

HRVJr:pjh
19351
Enclosure



VEENSTRA & KIMM, INC.

3000 Westown Parkway • West Des Moines, Iowa 50266-1320
515-225-8000 • 515-225-7848(FAX) • 800-241-8000(WATS)

June 25, 2013

CHANGE ORDER NO. 1

CITY OF VAN METER, IOWA
MAIN STREET IMPROVEMENTS

This change order is to incorporate the widening of the street pavement from 26' back to back pavement to 31' back to back pavement. The change order includes a lump sum price for the additional grading and subgrade preparation. The change order includes an increase in the quantity for 8" PCC pavement at the unit price in the contract.

Change Order No. 1 makes the following modifications to the contract:

1.7 8" PCC pavement @ 302 SY @ \$37/SY	=	\$11,174.00
Additional Grading and Subgrade Preparation for Widening from 26' to 31' for the Lump Sum Price of \$3,000.00	=	<u>\$3,000.00</u>
Total		\$14,174.00

Change Order No. 1 increases the contract price by \$14,174. With Change Order No. 1 the estimated contract price of \$85,300 increases to an estimated contract price of \$99,474.

STERNQUIST CONSTRUCTION, INC.

By [Signature]

Title GM

Date 6-27-13

CITY OF VAN METER, IOWA

By _____

Title _____

Date _____

VEENSTRA & KIMM, INC.

By [Signature]

Title President

Date July 1, 2013

ATTEST:

By _____

Title _____

Date _____



June 24, 2013

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

CITY OF VAN METER, IOWA
MAIN STREET STORM SEWER OUTLET
RECEIPT OF QUOTATION

The City of Van Meter received quotations until 2:00 P.M. on June 21, 2013 for the Main Street Storm Sewer Outlet. The City of Van Meter did not directly receive any quotations for the storm sewer outlet. Veenstra & Kimm, Inc. received one quotation electronically. The quotation was received prior to the 2 P.M. deadline for submitting quotations.

The quotation received is as follows:

Kelly Cortum Inc., Norwalk, Iowa	\$21,234
----------------------------------	----------

A total of six small sewer contractors were invited to submit quotations. It is unclear why the City only received one quotation. It is likely a number of the contractors are behind due to the wet spring weather. The completion date for this relatively small project may have created an adverse bidding environment.

Due to the small size of the project no formal engineer's estimate of cost was prepared. Veenstra & Kimm, Inc.'s internal cost estimate for the construction of the project was \$17,325. The only quotation received on the project was approximately \$3,900 over the engineers estimated cost for construction of the project.

The construction of the project is based on one area intake. As recently requested by the American Legion, it is now proposed two area intakes be constructed along the future extension of Main Street. The length of the storm sewer will increase slightly based on the relocation of the intakes. Based on the estimated cost of the modifications the quotation by Kelly Cortum Inc. will probably result in a final contract price in the low \$24,000 range.

Jake Anderson
June 24, 2013
Page 2

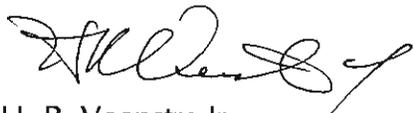
Construction of the storm sewer outlet is not scheduled to start until after RAGBRAI on July 23, 2013. With the timing for the start of construction the City of Van Meter has options to consider.

One option would be to award contract to Kelly Cortum Inc. A second option would be to reject the quotations and to seek new quotations for the construction of the storm sewer. If the City rejects the quotations it may be necessary to find additional bidders for the project. Experience has shown if a contractor does not submit a bid on the first bidding of the project they are more than likely not interested in submitting on a rebid of the project if the only reason for rebidding is to seek a lower total contract price.

The writer would note the project is under the threshold limit for which competitive quotations are required. The City could solicit additional quotations at any time. Although the City indicated quotations would be received until June 21, 2013 the procedure for soliciting quotations is entirely within the discretion of the City of Van Meter. The City could solicit quotations and if it receives a lower quotation by July 15, 2013 the contract could be awarded based on that lower quotation. The bidding documents indicate the City would not make a decision on the bids until July 15, 2013.

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

VEENSTRA & KIMM, INC.



H. R. Veenstra Jr.

HRVjr:dmi
19350

QUOTATION SCHEDULE

MAIN STREET STORM SEWER OUTLET

1. Construct Main Street Storm Sewer Outlet for the following unit and lump sum prices:

	<u>Description</u>	<u>Unit</u>	<u>Estimated Quantity</u>	<u>Unit Price</u>	<u>Extended Price</u>
1.1	Mobilization	LS	xxxxx	xxxxx	\$ <u>5,000.00</u>
1.2	18" HDPE Storm Sewer	LF	441	<u>28.00</u>	<u>12,348.00</u>
1.3	Type C Area Intake	Ea.	1	<u>2,116.00</u>	<u>2,116.00</u>
1.4	Seeding	Acre	0.4	<u>4,425.00</u>	<u>1,770.00</u>
				TOTAL BID ITEMS	
				(1.1 - 1.4)	\$ <u>21,234.00</u>

2. The work will commence within ten (10) calendar days after the Award of Contract. All work on the project shall be completed by August 25, 2013.
3. Liquidated damages in the amount of One Hundred Dollars (\$100.00) per consecutive calendar day will be assessed for each day that the work shall remain uncompleted after the end of the contract period, with due allowance for extensions of the contract period due to conditions beyond the control of the Contractor.

Resolution # 2013-_____ “A Resolution Providing Financial Incentives for New Residential Construction”

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

Whereas, in the Crestview Estates Subdivision, the developer is offering lots at a reasonable and affordable price, and

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

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

Whereas the City Council wishes to create housing options for new residents by enticing builders to speculate on home sales in Van Meter and more specifically Crestview Estates.

Therefore be it resolved that the City Council of the City of Van Meter, Iowa hereby waives building permit fees, water hook-up fees, and sewer hook-up fees for building permits authorizing new residential construction anywhere in the City for the first two (2) permits issued between the dates of July 1, 2013 and September 30, 2013.

Passed and Approved this 15th Day of July 2013.

_____ Mayor Allan Adams

ATTEST:

_____ Jake Anderson, City Administrator

Building Permit Fee Waiver

	Applied	Issued	Valuation	Fee
1 2525 Long	6/12/2013	6/26/2013	\$140,607.00	\$2,200.00
2 5275 Kelsey Dr	6/25/2013	7/1/2013	\$158,202.00	\$2,250.00
3 2440 Winston Circle	6/28/2013	7/1/2013	\$255,955.00	\$2,770.00
4				
5				

Support for: Agenda Item #6

—

Hilltop Preliminary and Final Plat

Submitted for:
Action

Recommendation:
Approval

Sample Motions:

I move to waive the frontage requirements for the Hilltop Development Plat

I move to approve the preliminary plat subject to staff comments.

I move to approve the final plat subject to improvements and bonding.

City of Van Meter Planning and Zoning Commission
Minutes 6-19-2013

- 1) The Van Meter Planning and Zoning Commission met on Wednesday, June 19, 2013 at City Hall. Chairman Jesse Leckband called the meeting to order at 6:02P.M. Members present were: Kent Kunkel, Garret Hulse, Gayle O'Brien, and Jermev Feldman. Members Absent: Cristie Sullivan and Ernie Hockenberry.

Also present was Deron Durflinger representing the Van Meter School District, Jerry Oliver, and Tom Wittman both representing Knapp Properties, City Engineer Bob Veenstra Jr. and City Administrator Jake Anderson.

- 2) Chairman Leckband asked for a motion to approve the agenda. Moved by Hulse supported by Feldman. Passed unanimously.
- 3) Chairman Leckband asked for a motion to approve the minutes as presented. Moved by Hulse supported by Feldman. Passed unanimously.
- 4) Jerry Oliver and Tom Wittman representing Knapp Properties presented to the Planning and Zoning Commission both a preliminary and final plat on the Hilltop Property. Oliver noted that Knapp Properties has been in conversation with the City regarding sanitary sewer and is planning to participate in a larger sanitary sewer project that will benefit the four lots affronting Richland Road/R16 and that consistent with previous discussions with the Commission and City Council the plats propose septic takes and lateral fields for the back two lots as the topography on the property is such that gravity sewer in the Richland Road corridor cannot to serve the back lots. Oliver went on to note that all 6 lots are in excess of an acre. Oliver noted as per discussions with City Staff the alleviation of the development standards related to improving the road back to the cemetery. Finally Oliver requested that the Commission not require the

City Engineer Veenstra presented comments suggesting the intent of the frontage requirement in the ordinances while not technically met for the back two lots, was generally acceptable. Further, Veenstra suggested the Commission require an additional fire hydrant in the northwest corner of the development. Veenstra suggested the Commission recommend approval of the preliminary plat subject to the comments set forth in his letter to Jake Anderson dated June 14, 2013 and subject to the City Council's waiver of the technical frontage requirements. Moved by Kunkel supported by Feldman. Passed unanimously. Veenstra suggested the commission recommend approval of the final plat subject to bonding and improvements. Moved by Feldman supported by O'Brien. Passed unanimously.

- 5) Deron Durflinger and City Engineer Veenstra presented, for discussion and guidance, the School's site plan for their campus east of R16. Veenstra noted several comments and Durflinger inquired about the commission feelings toward gravel parking for the new practice facility. In general the Commission had no major objections to relaxing the hard surface requirement for parking in excess of 5 spaces.
- 6) There was no discussion or update information to present.
- 7) Having no further business Chair Leckband asked for a motion to adjourn. Moved by O'Brien supported by Kunkel to adjourn. Passed unanimously.

ATTEST:

_____ Jake Anderson, City Administrator

_____ Jesse Leckband, Chair



June 14, 2013

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

CITY OF VAN METER, IOWA
PRELIMINARY PLAT - HILLTOP
FINAL PLAT - HILLTOP
REVIEW COMMENTS

The writer has completed a preliminary review of the preliminary plat of Hilltop and the final plat of Hilltop. Hilltop subdivision is located on the east side of Richland Road. The subdivision involves four lots fronting on Richland Road and two lots that use the cemetery access as their primary access.

Based on the review of the preliminary plat and the final plat the following comments are offered:

1. The preliminary plat shows the existing 6-inch water main located along the east side of Richland Road. The location of the water main was generally taken from the 2005 construction plans.
2. Both the preliminary plat and final plat note a 2005 water main easement extending 15 feet either side of the water main, wherever it is located. It is believed the easement is for the 6-inch water main located along Richland Road. The property description of Hilltop appears to exclude the road right-of-way. The water main is located within the right-of-way of Richland Road. Although there is a reference to the water main easement the water main easement probably does not impact the property.
3. The preliminary plat shows the extension of a water main along the north side of cemetery road to the southwest corner of Lot 6. A fire hydrant is shown to be located at the end of the water main.

4. The preliminary plat does not show the size of the water main extending along the cemetery road. It is suggested this water main be constructed of 8-inch diameter pipe.

It is recognized the water main would connect to the 6-inch water main on Richland Road. The City's long term plan for the water distribution system would anticipate the construction of a parallel or larger water main on Richland Road to improve the interconnection between the high pressure system and low pressure system. If the City constructs a parallel water main it would be preferable if the water main on the cemetery road would be 8-inch diameter to maximize the potential fire flow to the hydrant on Lot 6.

5. The preliminary plat shows an existing hydrant located on the south side of the cemetery road and the new hydrant located on Lot 6. The preliminary plat does not show the existing hydrant located near the northeast corner of Richland Road and 352nd Drive. The existing hydrant is located on the low pressure side of the interconnection between the high pressure system and low pressure system. Although this hydrant on Richland Road could be used to provide hydrant coverage for Lot 4, it is not recommended this hydrant be relied on for coverage.

The hydrant is located immediately north of the pressure sustaining valve. If this hydrant were used for fire fighting it would almost certainly reduce the pressure and cause the pressure sustaining valve to open. Depending on the fire flow at the hydrant, causing the pressure sustaining valve to open could result in very elevated pressures in the northerly part of the City. The primary purpose for this hydrant is to provide flushing and testing for the pressure sustaining valve.

It is requested an additional hydrant be added to the 6-inch main near the northwest corner of Lot 4 to provide adequate fire coverage and to avoid use of the test fire hydrant near the pressure sustaining valve.

6. The preliminary plat does not show sanitary sewer. The City and developer have reached a tentative agreement on the installation of a sanitary sewer along the east side of Richland Road extending to the south edge of the cemetery road. It would be preferable if the preliminary plat would conceptually show the sanitary sewer along an alignment approximately 20 feet west of the water main.
7. No stormwater drainage improvements are proposed as part of the preliminary plat.

8. The area of Lot 1, Lot 2, Lot 3 and Lot 4 generally drains toward the swale that extends northerly through the central portion of these four lots. Stormwater runoff is generally northerly toward the property located at 2738 352nd Drive.
9. Stormwater drainage for Lot 5 is northerly to a natural swale that extends into the property at 2744 352nd Drive. The stormwater runoff from Lot 6 is generally northerly and would flow onto the property at 2746 352nd Drive.
10. The development of Hilltop will result in some increase in runoff northerly to the lots on 352nd Drive. The extent of the runoff increase is not significant and no additional stormwater measures will be required by the City.
11. No transportation improvements are proposed as part of the project.
12. The preliminary plat shows a common driveway serving Lot 3 and Lot 4 and a common driveway serving Lot 1 and Lot 2. Although the common practice is to have dedicated driveways to each lot the traffic volume on Richland Road would appear to justify the common drive as a means of reducing the number of driveways and traffic conflict points on Richland Road.
13. The preliminary plat shows continued use of the cemetery road. The cemetery road is located in a 40-foot roadway easement along the southerly boundary of Lots 1, 5 and 6.
14. The City of Van Meter currently requires all lots in a new residential subdivision to have frontage on a public street. Lots 1, 2, 3 and 4 meet this requirement. Lot 5 and Lot 6 that use the existing cemetery road would not meet this requirement.

As part of the approval of the subdivision the City will need to determine if it will waive this requirement, or if the City will enforce the requirement for frontage on a public street. If the frontage requirement is mandated the preliminary plat and final plat as now configured would not be approveable.
15. The preliminary plat shows a 10-foot public utility easement adjacent to the westerly lot line of Lots 1, 2, 3 and 4 adjoining Richland Road.
16. The plat shows a 10-foot public utility easement on Lots 1, 5 and 6 located immediately north of the 40-foot roadway easement.

Jake Anderson
June 14, 2013
Page 4

17. It appears the water main is located within the roadway easement rather than the public utility easement. Given recent court decisions concerning the use of roadway easements for non-roadway purposes, the writer believes it would be preferable for the final plat to show an easement for the water main.

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

VEENSTRA & KIMM, INC.



H. R. Veenstra Jr.

HRVjr:dml
600-11
cc: Jerry Oliver, Civil Engineering Consultants, Inc.



June 13, 2013

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

CITY OF VAN METER, IOWA
HILLTOP DEVELOPMENT
NATURAL GAS SERVICE

On June 12, 2013 the writer received a telephone call from Tom Whitman of Knapp Properties inquiring about the requirement for natural gas service to the Hilltop Development. Tom Whitman indicated Knapp Properties received a proposal from MidAmerican Energy Company to extend natural gas to the site.

The cost for extending natural gas was \$43,000. There would be a rebate of \$800 for every high efficiency gas furnace that would be installed in the subdivision. Assuming all six lots were developed and qualified for the rebate, the net cost to Knapp Properties for the gas service would be approximately \$38,200 or approximately \$6,367 per lot.

Knapp Properties is inquiring if the City would allow the development to occur with individual LP tanks in lieu of central natural gas service. The request is based on the cost of extending natural gas to the site.

The City's subdivision ordinance does not specifically address the issue. The subdivision ordinance would contemplate all residential subdivisions would have a full complement of utilities, including natural gas service.

In most instances the cost of natural gas service is not prohibitive and the issue is not a matter of discussion during development. In the case of the Hilltop Development, the distance to the existing natural gas line combined with the small number of lots in the subdivision result in a significant cost per lot.

The City has some discretion in determining exactly what would be appropriate services in a new subdivision. The City may be able to prevail in a determination natural gas is a required component of the new subdivision. On the other hand, if the cost for natural gas is excessive in most instances on-site LP would be considered a suitable alternative.

Jake Anderson
June 13, 2013
Page 2

The request to not require natural gas service is solely an economic argument. MidAmerican Energy Company has offered to extend gas service to the site. The only issue is the cost per lot and its impact on the viability of the development.

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

VEENSTRA & KIMM, INC.

A handwritten signature in black ink, appearing to read "H. R. Veenstra Jr.", written in a cursive style.

H. R. Veenstra Jr.

HRVjr:dml
600-11

PRELIMINARY PLAT HILLTOP VAN METER, IOWA

PROPERTY OWNER:
MICHAEL & ELLYN P. KNAPP
5435 SW MCKINLEY
DES MOINES, IA 50321

PREPARED FOR:
KNAPP PROPERTIES, INC.
4444 WESTOWN PARKWAY, SUITE 200
WEST DES MOINES, IA 50266-6104

LEGAL DESCRIPTION: WARRANTY DEED BK. 2011, PG. 11191

THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 21, TOWNSHIP 18 NORTH, RANGE 21 WEST OF THE 5TH P.M., CITY OF VAN METER, DALLAS COUNTY, IOWA, LYING EAST OF THE HIGHWAY RIGHT-OF-WAY AS SHOWN IN EASEMENT RECORDED IN BOOK 413, ON PAGE 541 AND EXCEPT THE NORTH 264 FEET THEREOF AND ALSO EXCEPT THE FOLLOWING PARCELS:

- BEGINNING AT THE NW CORNER OF THE SW 1/4 NE 1/4 SECTION 21-18-21 N OF THE 5TH P.M., THENCE SOUTH 634 FEET ALONG THE WEST LINE OF SAID SW 1/4 NE 1/4 SECTION 21-18-21 TO THE TRUE POINT OF BEGINNING; THENCE NORTH ALONG SAID WEST LINE 123 FEET; THENCE NORTH 48.0 FEET; THENCE SOUTHWESTERLY TO A POINT WHICH BEARS S71°W, 122.0 FEET FROM THE TRUE POINT OF BEGINNING; THENCE N71°E, 122.0 FEET TO THE TRUE POINT OF BEGINNING, KNOWN AS THE JENNINGS ADDITION TO THE VAN METER CEMETERY;
- A PARCEL OF LAND DESCRIBED AS COMMENCING AT THE SOUTHWEST CORNER OF THE SOUTH 32 RODS OF THE NORTH 46 RODS OF THE WEST 25 RODS OF THE SW 1/4 OF THE NE 1/4 OF SECTION 21-18-21 N OF THE 5TH P.M., DALLAS COUNTY, IOWA, WHICH IS THE SOUTHWEST CORNER OF THE EXISTING CEMETERY; THENCE N0°00'00" 243.00 FEET TO THE SOUTHEAST CORNER OF LOT 5, JENNINGS SUBDIVISION, DALLAS COUNTY, IOWA; THENCE N84°20'40"W 98.01 FEET ALONG THE SOUTH LINE OF SAID LOT 5 TO THE POINT OF BEGINNING; THENCE S67°48'00"W 161.96 FEET; THENCE S28°40'00"W 135.1 FEET ALONG THE NORTH LINE OF THE VAN METER CEMETERY ACCESS ROAD; THENCE N0°00'00" 224.44 FEET TO THE SOUTH LINE OF SAID LOT 5; THENCE N84°36'16"E 54.45 FEET TO THE POINT OF BEGINNING, CONTAINING 0.1915 ACRES;
- A PARCEL OF LAND DESCRIBED AS BEGINNING AT THE SOUTHWEST CORNER OF THE SOUTH 32 RODS OF THE NORTH 46 RODS OF THE WEST 25 RODS OF THE SW 1/4 OF THE NE 1/4 OF SECTION 21-18-21 N OF THE 5TH P.M., DALLAS COUNTY, IOWA, WHICH IS THE SOUTHWEST CORNER OF THE EXISTING CEMETERY; THENCE S0°00'00" 425.00 FEET ALONG THE EAST LINE OF THE SE 1/4 OF THE NW 1/4 OF SAID SECTION 21; THENCE N0°00'00"W 152.45 FEET; THENCE N0°00'00" 354.91 FEET TO THE SOUTH LINE OF THE CEMETERY ACCESS ROAD; THENCE N82°06'03"E 12.21 FEET; THENCE NORTHEASTERLY 33.42 FEET ALONG A 361.91 FEET RADIUS CURVE CONCAVE SOUTHEASTERLY HAVING A 35.42 FEET LONG CHORD BEARING N54°54'35"E; THENCE N66°06'03"E 131.48 FEET TO THE EAST LINE OF THE SE 1/4 NW 1/4 OF SAID SECTION 21; THENCE S0°00'00" 25.00 FEET TO THE POINT OF BEGINNING, CONTAINING 1.4485 ACRES;
- COMMENCING AT THE NORTHWEST CORNER OF THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 21-18-21 WEST OF THE 5TH P.M., DALLAS COUNTY, IOWA; THENCE SOUTH 264.0 FEET ALONG THE WEST LINE OF SAID SE 1/4 NW 1/4; THENCE S0°00'00" EAST 163.4 FEET TO THE POINT OF BEGINNING; THENCE SOUTHEASTERLY 340.0 FEET ALONG A 1810.0 FOOT RADIUS CURVE, CONCAVE NORTHEASTERLY AND TANGENT TO A LINE BEARING S17°22' EAST AT THE BEGINNING, THENCE N71°27' EAST 321.2 FEET; THENCE S40°00' EAST 618.9 FEET; THENCE S81°05' EAST 41.4 FEET; THENCE N01°30' WEST 244.1 FEET ALONG THE EAST LINE OF THE SE 1/4 NW 1/4 OF SECTION 21-18-21; THENCE N0°00' WEST 115.2 FEET TO THE POINT OF BEGINNING, SAID PARCEL CONTAINS 6.4472 ACRES EXCLUSIVE OF ANY HIGHWAY RIGHT-OF-WAY
- A PARCEL OF LAND IN THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 AND THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 21-18-21 WEST OF THE 5TH P.M., DALLAS COUNTY, IOWA, MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHEAST CORNER OF THE SE 1/4 OF THE NW 1/4 OF SAID SECTION 21; THENCE SOUTH S4°50'48" WEST 570.0 FEET; THENCE NORTH 33°22'45" WEST 555.91 FEET ALONG THE CENTERLINE OF A PUBLIC HIGHWAY; THENCE NORTH 80°30'00" EAST 315.88 FEET ALONG THE SOUTHEASTERLY RIGHT-OF-WAY LINE OF VAN METER CEMETERY ROAD; THENCE NORTHEASTERLY 251.49 FEET ALONG A 306.48 FOOT RADIUS CURVE, CONCAVE NORTHEASTERLY AND HAVING A CENTRAL ANGLE OF 48°30'00"; THENCE NORTH 32°00'00" EAST 186.31 FEET ALONG SAID SOUTHEASTERLY LINE; THENCE SOUTH 00°00'01" 341.44 FEET; THENCE SOUTH 40°00'00" EAST 152.35 FEET TO THE EAST LINE OF THE SE 1/4 OF THE NW 1/4 OF SAID SECTION 21; THENCE SOUTH 00°00'00" 136.36 FEET TO THE POINT OF BEGINNING, SAID PARCEL CONTAINS 6.13 ACRES, INCLUDING 1.20 ACRES OF PUBLIC HIGHWAY RIGHT-OF-WAY

THE EAST LINE OF THE NW 1/4 OF SECTION 21, T18N, R21W OF THE 5TH P.M., DALLAS COUNTY, IOWA IS ASSUMED TO BEAR DUE NORTH AND SOUTH.

NOTES:

- THIS PARCEL MAY BE SUBJECT TO EASEMENTS OF RECORD. A TITLE OPINION PREPARED BY WHITFIELD & EDDY P.L.C. #A25494 DATED AUGUST 21, 2011 HAS PROVIDED FOR THIS SURVEY. NO OTHER TITLE WORK WAS PERFORMED BY THIS LAND SURVEYOR.
- THIS PROPERTY IS SUBJECT TO A WATER LINE EASEMENT RECORDED IN BOOK 2005, PAGE 3340. THIS EASEMENT IS DESCRIBED AS 15 FEET EITHER SIDE OF THE WATERLINE AS CURRENTLY LOCATED. THE LOCATION OF THE WATER LINE IS UNKNOWN, THEREFORE THE EASEMENT IS NOT PLOTTABLE.

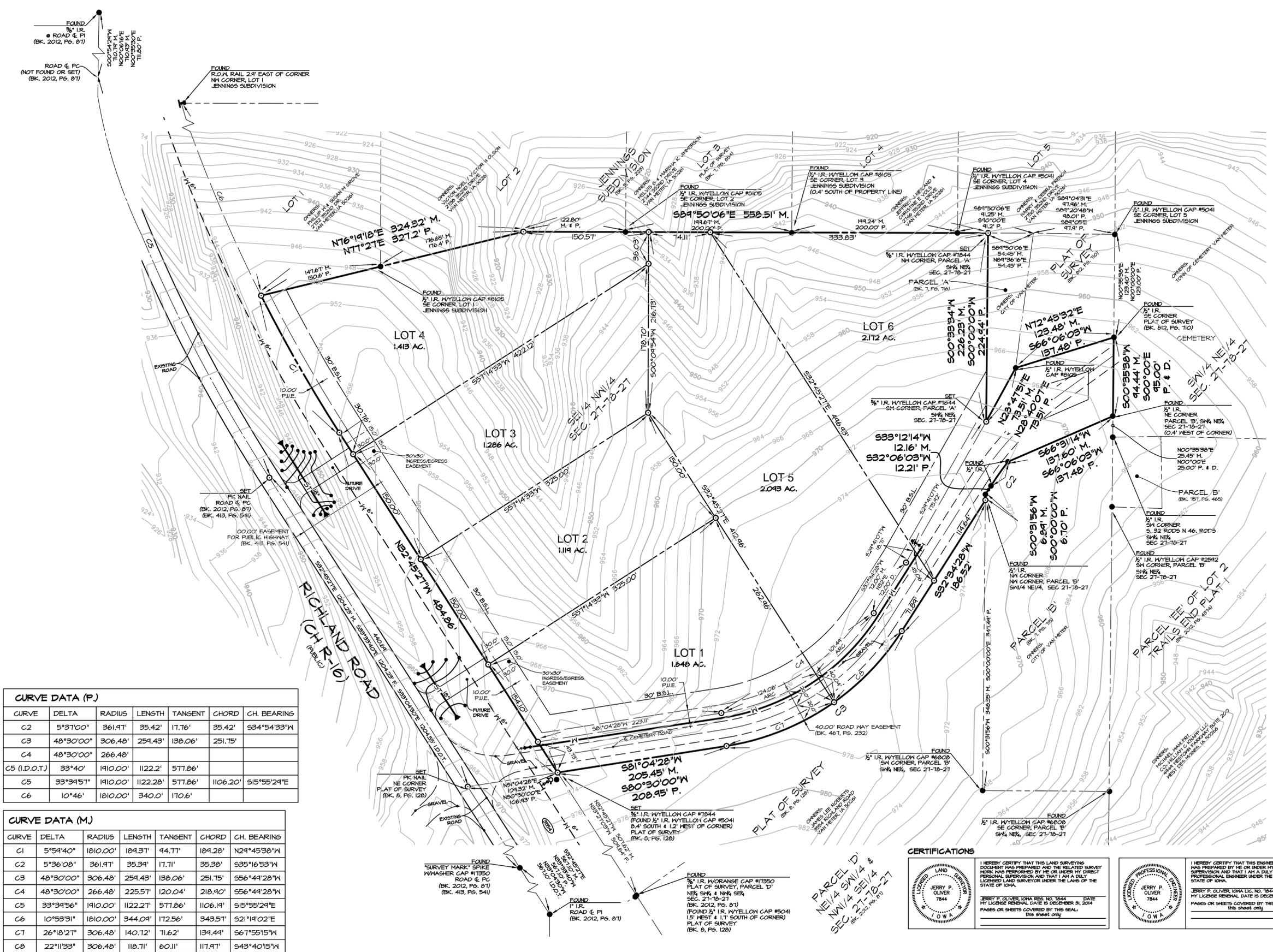
LEGEND

- PROPERTY BOUNDARY
- CENTERLINE
- LOT LINES
- EASEMENT LINES
- FOUND PROPERTY CORNER
- SET PROPERTY CORNER (1/2" I.R. WYELLOW CAP #17844 UNLESS OTHERWISE NOTED)
- M. MEASURED BEARINGS & DISTANCE
- P. PREVIOUSLY RECORDED BEARINGS & DISTANCE
- I.R. IRON ROD
- I.P. IRON PIPE
- I.D.O.T. IOWA DEPARTMENT OF TRANSPORTATION BEARING & DISTANCE (IOWA STATE HIGHWAY COMMISSION) ADDRESS
- 4495

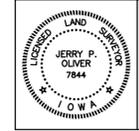


CURVE DATA (P.)						
CURVE	DELTA	RADIUS	LENGTH	TANGENT	CHORD	CH. BEARING
C2	5°31'00"	361.91'	35.42'	17.76'	35.42'	S34°54'33"W
C3	48°30'00"	306.48'	254.43'	138.06'	251.75'	
C4	48°30'00"	266.48'				
C5 (I.D.O.T.)	33°40'	1910.00'	1122.2'	571.86'		
C5	33°34'51"	1910.00'	1122.28'	571.86'	1106.20'	S15°55'24"E
C6	10°46'	1810.00'	340.0'	170.6'		

CURVE DATA (M.)						
CURVE	DELTA	RADIUS	LENGTH	TANGENT	CHORD	CH. BEARING
C1	5°54'40"	1810.00'	189.37'	94.77'	189.28'	N29°45'38"W
C2	5°36'08"	361.91'	35.34'	17.71'	35.38'	S35°16'53"W
C3	48°30'00"	306.48'	254.43'	138.06'	251.75'	S56°41'28"W
C4	48°30'00"	266.48'	225.57'	120.04'	218.90'	S56°41'28"W
C5	33°34'56"	1910.00'	1122.27'	571.86'	1106.19'	S15°55'24"E
C6	10°53'31"	1810.00'	344.04'	172.56'	343.57'	S21°19'02"E
C7	26°18'27"	306.48'	140.72'	71.62'	139.44'	S67°55'15"W
C8	22°11'33"	306.48'	118.71'	60.11'	117.97'	S43°40'15"W

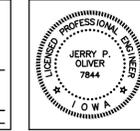


CERTIFICATIONS



I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED AND THE RELATED SURVEY WORK WAS PERFORMED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF IOWA.

JERRY P. OLIVER, IOWA LIC. NO. 7844 DATE MY LICENSE RENEWAL DATE IS DECEMBER 31, 2014 PAGES OR SHEETS COVERED BY THIS SEAL: 1 THIS SHEET ONLY



I HEREBY CERTIFY THAT THIS ENGINEERING DOCUMENT WAS PREPARED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF IOWA.

JERRY P. OLIVER, IOWA LIC. NO. 7844 DATE MY LICENSE RENEWAL DATE IS DECEMBER 31, 2014 PAGES OR SHEETS COVERED BY THIS SEAL: 1 THIS SHEET ONLY

Scale: 1" = 60' (22" x 34")

Civil Engineering Consultants, Inc.

2400 86th Street - Unit 12 - Des Moines, Iowa 50322
515.276.4884 - Fax: 515.276.7084 - mail@cecinc.com

FINAL PLAT HILLTOP VAN METER, IOWA

PROPERTY OWNER:
MICHAEL & ELLYN P KNAPP
5435 SW MCKINLEY
DES MOINES, IA 50321

PREPARED FOR:
KNAPP PROPERTIES, INC
4444 WESTOWN PARKWAY, SUITE 200
WEST DES MOINES, IA 50266-6104

LEGAL DESCRIPTION: WARRANTY DEED BK. 2011, PG. 1141

THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 21, TOWNSHIP 18 NORTH, RANGE 21 WEST OF THE 5TH P.M., CITY OF VAN METER, DALLAS COUNTY, IOWA, LYING EAST OF THE HIGHWAY RIGHT-OF-WAY AS SHOWN IN EASEMENT RECORDED IN BOOK 413, ON PAGE 541 AND EXCEPT THE NORTH 264 FEET THEREOF AND ALSO EXCEPT THE FOLLOWING PARCELS:

- BEGINNING AT THE NW CORNER OF THE SW 1/4 NE 1/4 SECTION 21-18-21 N OF THE 5TH P.M., THENCE SOUTH 634 FEET ALONG THE WEST LINE OF SAID SW 1/4 NE 1/4 SECTION 21-18-21 TO THE TRUE POINT OF BEGINNING; THENCE NORTH ALONG SAID WEST LINE 123 FEET; THENCE N84°11'48.0" E 48.0 FEET; THENCE SOUTHWESTERLY TO A POINT WHICH BEARS S71°W, 122.0 FEET FROM THE TRUE POINT OF BEGINNING; THENCE N71°E, 122.0 FEET TO THE TRUE POINT OF BEGINNING, KNOWN AS THE JENNINGS ADDITION TO THE VAN METER CEMETERY;
- A PARCEL OF LAND DESCRIBED AS COMMENCING AT THE SOUTHWEST CORNER OF THE SOUTH 32 RODS OF THE NORTH 46 RODS OF THE WEST 25 RODS OF THE SW 1/4 OF THE NE 1/4 OF SECTION 21-18-21 N OF THE 5TH P.M., DALLAS COUNTY, IOWA, WHICH IS THE SOUTHWEST CORNER OF THE EXISTING CEMETERY; THENCE N0°00'00" 243.00 FEET TO THE SOUTHEAST CORNER OF LOT 5, JENNINGS SUBDIVISION, DALLAS COUNTY, IOWA; THENCE N84°20'48"W 98.01 FEET ALONG THE SOUTH LINE OF SAID LOT 5 TO THE POINT OF BEGINNING; THENCE S67°48'09"W 161.96 FEET; THENCE S28°40'07"W 13.51 FEET ALONG THE NORTH LINE OF THE VAN METER CEMETERY ACCESS ROAD; THENCE N0°00'0" 224.94 FEET TO THE SOUTH LINE OF SAID LOT 5; THENCE N84°36'16"E 54.45 FEET TO THE POINT OF BEGINNING, CONTAINING 0.1415 ACRES;
- A PARCEL OF LAND DESCRIBED AS BEGINNING AT THE SOUTHWEST CORNER OF THE SOUTH 32 RODS OF THE NORTH 46 RODS OF THE WEST 25 RODS OF THE SW 1/4 OF THE NE 1/4 OF SECTION 21-18-21 N OF THE 5TH P.M., DALLAS COUNTY, IOWA, WHICH IS THE SOUTHWEST CORNER OF THE EXISTING CEMETERY; THENCE S0°00'00" 425.00 FEET ALONG THE EAST LINE OF THE SE 1/4 OF THE NW 1/4 OF SAID SECTION 21; THENCE N0°00'00"W 152.45 FEET; THENCE N0°00'00" 354.91 FEET TO THE SOUTH LINE OF THE CEMETERY ACCESS ROAD; THENCE N82°06'03"E 12.21 FEET; THENCE NORTHEASTERLY 33.42 FEET ALONG A 361.91 FEET RADIUS CURVE CONCAVE SOUTHEASTERLY HAVING A 35.42 FEET LONG CHORD BEARING N54°54'35"E; THENCE N66°06'03"E 137.48 FEET TO THE EAST LINE OF THE SE 1/4 NW 1/4 OF SAID SECTION 21; THENCE S0°00'00" 25.00 FEET TO THE POINT OF BEGINNING, CONTAINING 1.4485 ACRES;
- COMMENCING AT THE NORTHWEST CORNER OF THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 21-18-21 WEST OF THE 5TH P.M., DALLAS COUNTY, IOWA; THENCE SOUTH 264.0 FEET ALONG THE WEST LINE OF SAID SE 1/4 NW 1/4; THENCE S40°00'0" EAST 163.4 FEET TO THE POINT OF BEGINNING; THENCE SOUTHEASTERLY 340.0 FEET ALONG A 1810.0 FOOT RADIUS CURVE, CONCAVE NORTHEASTERLY AND TANGENT TO A LINE BEARING S17°22' EAST AT THE BEGINNING, THENCE N71°21' EAST 327.2 FEET; THENCE S40°00' EAST 618.9 FEET; THENCE S81°01' EAST 41.4 FEET; THENCE N01°30' WEST 244.1 FEET ALONG THE EAST LINE OF THE SE 1/4 NW 1/4 OF SECTION 21-18-21; THENCE N0°00' WEST 1156.2 FEET TO THE POINT OF BEGINNING, SAID PARCEL CONTAINS 6.4472 ACRES EXCLUSIVE OF ANY HIGHWAY RIGHT-OF-WAY
- A PARCEL OF LAND IN THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 AND THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 21-18-21 WEST OF THE 5TH P.M., DALLAS COUNTY, IOWA, MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHEAST CORNER OF THE SE 1/4 OF THE NW 1/4 OF SAID SECTION 21; THENCE SOUTH S4°50'48" WEST 570.0 FEET; THENCE NORTH 33°22'45" WEST 555.91 FEET ALONG THE CENTERLINE OF A PUBLIC HIGHWAY; THENCE NORTH 80°30'00" EAST 315.88 FEET ALONG THE SOUTHEASTERLY RIGHT-OF-WAY LINE OF VAN METER CEMETERY ROAD; THENCE NORTHEASTERLY 251.49 FEET ALONG A 306.48 FOOT RADIUS CURVE, CONCAVE NORTHEASTERLY AND HAVING A CENTRAL ANGLE OF 40°30'00"; THENCE NORTH 32°00'00" EAST 186.31 FEET ALONG SAID SOUTHEASTERLY LINE; THENCE SOUTH 00°00'01" 347.44 FEET; THENCE SOUTH 90°00'00" EAST 152.35 FEET TO THE EAST LINE OF THE SE 1/4 OF THE NW 1/4 OF SAID SECTION 21; THENCE SOUTH 00°00'00" 136.56 FEET TO THE POINT OF BEGINNING, SAID PARCEL CONTAINS 6.13 ACRES, INCLUDING 1.20 ACRES OF PUBLIC HIGHWAY RIGHT-OF-WAY

THE EAST LINE OF THE NW 1/4 OF SECTION 21, T18N, R21W OF THE 5TH P.M., DALLAS COUNTY, IOWA IS ASSUMED TO BEAR DUE NORTH AND SOUTH.

- NOTES:**
- THIS PARCEL MAY BE SUBJECT TO EASEMENTS OF RECORD. A TITLE OPINION PREPARED BY WHITFIELD & EDDY P.L.C. #A25494 DATED AUGUST 29, 2011 HAS PROVIDED FOR THIS SURVEY. NO OTHER TITLE WORK WAS PERFORMED BY THIS LAND SURVEYOR.
 - THIS PROPERTY IS SUBJECT TO A WATER LINE EASEMENT RECORDED IN BOOK 2005, PAGE 3390. THIS EASEMENT IS DESCRIBED AS 15 FEET EITHER SIDE OF THE WATER LINE AS CURRENTLY LOCATED. THE LOCATION OF THE WATER LINE IS UNKNOWN, THEREFORE THE EASEMENT IS NOT PLOTTABLE.

LEGEND

- PROPERTY BOUNDARY
- - - CENTERLINE
- - - LOT LINES
- - - EASEMENT LINES
- FOUND PROPERTY CORNER
- SET PROPERTY CORNER (1/2" I.R. WYELLOM CAP #17844 UNLESS OTHERWISE NOTED)
- M. MEASURED BEARING & DISTANCE
- P. PREVIOUSLY RECORDED BEARING & DISTANCE
- I.R. IRON ROD
- I.P. IRON PIPE
- I.D.O.T. IOWA DEPARTMENT OF TRANSPORTATION BEARING & DISTANCE (IOWA STATE HIGHWAY COMMISSION) ADDRESS
- 4495



CERTIFICATION

I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED AND THE RELATED SURVEY WORK WAS PERFORMED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF IOWA.

JERRY P. OLIVER, IOWA REG. NO. 7844 DATE MY LICENSE RENEWAL DATE IS DECEMBER 31, 2024 PAGES OR SHEETS COVERED BY THIS SEAL.

THIS SHEET ONLY

JUNE 12, 2013

NORTH

Scale: 1" = 60' (22" x 34')



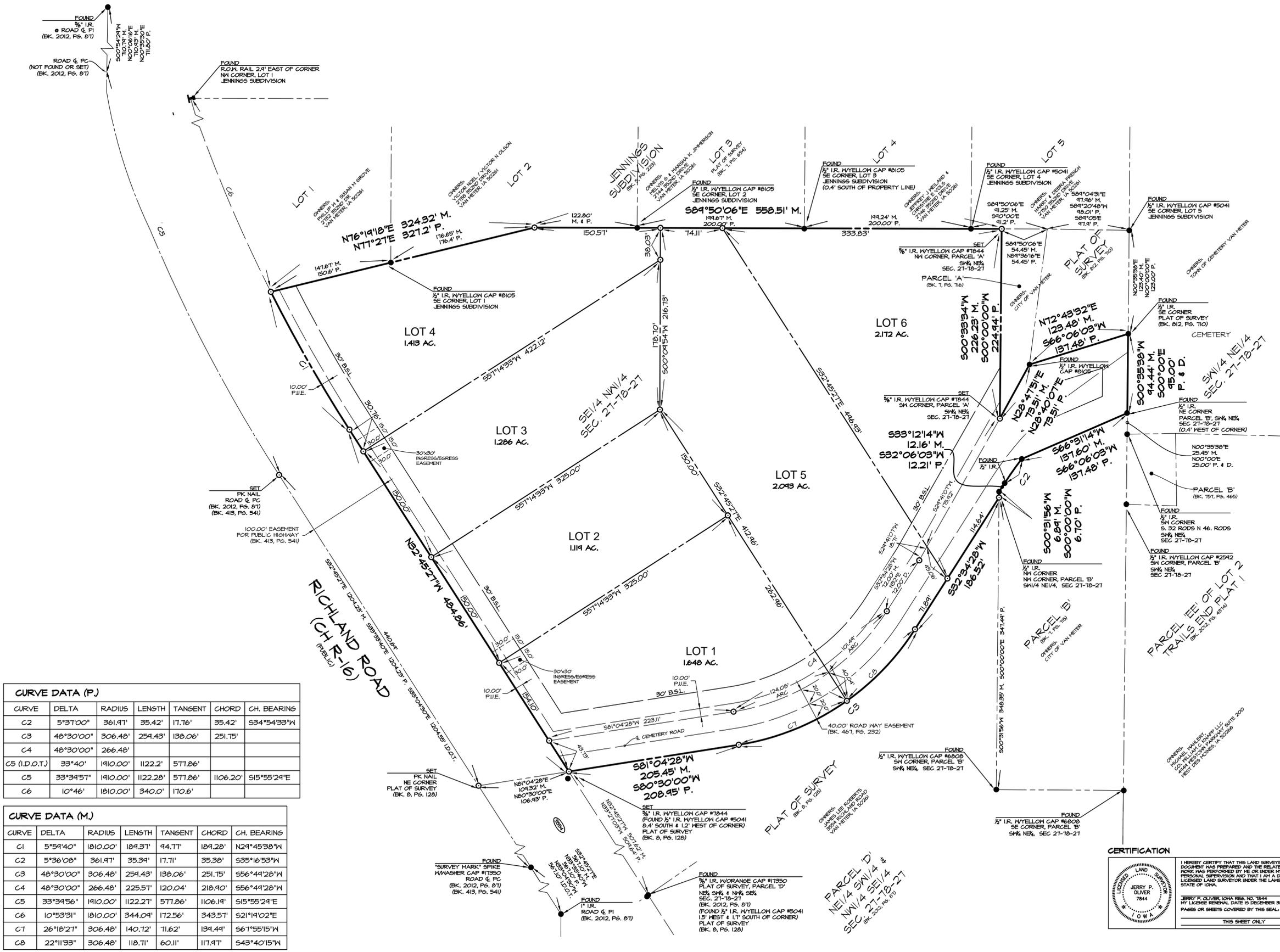
2400 86th Street - Unit 12 - Des Moines, Iowa 50322
515.276.4884 - Fax: 515.276.7084 - mail@cecinc.com

CURVE DATA (P.)

CURVE	DELTA	RADIUS	LENGTH	TANGENT	CHORD	CH. BEARING
C2	5°37'00"	361.91'	35.42'	17.76'	35.42'	S34°54'33"W
C3	48°30'00"	306.48'	259.43'	138.06'	251.75'	
C4	48°30'00"	266.48'				
C5 (I.D.O.T.)	33°40'	1910.00'	1122.2'	571.86'	1106.20'	S15°55'24"E
C6	33°34'51"	1910.00'	1122.28'	571.86'	1106.20'	S15°55'24"E
C7	10°46'	1810.00'	340.0'	170.6'		

CURVE DATA (M.)

CURVE	DELTA	RADIUS	LENGTH	TANGENT	CHORD	CH. BEARING
C1	5°59'40"	1810.00'	189.31'	94.71'	189.28'	N24°45'38"W
C2	5°36'08"	361.91'	35.34'	17.71'	35.38'	S35°16'53"W
C3	48°30'00"	306.48'	259.43'	138.06'	251.75'	S56°44'28"W
C4	48°30'00"	266.48'	225.51'	120.04'	218.90'	S56°44'28"W
C5	33°34'56"	1910.00'	1122.21'	571.86'	1106.19'	S15°55'24"E
C6	10°53'31"	1810.00'	344.04'	172.56'	343.57'	S21°19'02"E
C7	26°18'27"	306.48'	140.72'	71.62'	139.44'	S67°55'15"W
C8	22°11'33"	306.48'	118.71'	60.11'	117.47'	S43°40'15"W



Support for: Agenda Item #7

-

Annual Library Report

Submitted for:
Information

Recommendation:

Sample Motions:

City of Van Meter Library

Annual Report for Fiscal Year 2012-2013

(per code 22.09 City of Van Meter)

Condition of the Van Meter Public Library

- 1) Director, Jolena Welker is in her 2nd year as Director and the Assistant is new in July 2013 Michele Boren. The trustee Board is in their 2nd year of serving.
- 2) We have been fulfilling the new vision going forward and will continue to strive for Excellence.
- 3) Over budget on Fiscal Year 2012-2013.

Number of Items added (Books, DVDs, audios, etc.)

1,134

Number of Items Circulated

9,891

Fines collected for 2013

\$283.00

2012-2013 Cost to operate the library

Fiscal year Budget \$45,724.00

Fiscal Year Actual \$50,625.29

Transferred from trust fund \$4,901.29

(This was in the salary line for the assistant)

City of Van Meter Public Library Annual Fiscal Report 2012-2013

Past, Present and Future Ideas and Happenings

- 1) **Coffee Corner**
 - . continues to be a success
 - . we usually serve Star Bucks or Caribou – donated by patrons
- 2) **Clubs**
 - . Book club meets every third Thursday
 - . Knitting and Crocheting club – meets every 2nd Thursday
 - . Teen advisory committee – meets quarterly
- 3) **Summer Reading Program**
 - . full two months
 - . Coordinating activities and crafts with Farmer's Market again this year.
 - . final prizes are a Nexus Tablet/Notebook, Toshiba Thrive, Kid's Root Views, Gardening Tools and a Gnome Garden. Also gift cards to 1/2 Price Book store and Summer reading t-shirts.
 - . 100 kids and teens signed up this year with 56 being regular participants.
 - . 101 people in on the day of summer reading sign-up. Within the next couple days we hit 108 people in the library in one day.
 - . More than 75 free new books given away for kids and teens to keep.
- 4) **Computers**
 - . we have two for public access.
 - . the library and city bought new computers for the Director and Assist.
 - . the school was not able to supply any iPads this summer
- 5) **After-School activities**
 - . this will start back up in August
 - . we are still the only library in Iowa that does this every school day
 - . bi-weekly prizes for the kids accomplishments – these are donated
 - . snacks after school each day – these are donated except for popcorn
 - . theme oriented – games, activities, reading, homework help and outdoor activities
 - . average 23 kids each night
- 6) **"The Van Meter Visitor"**
 - . book published this year about Van Meter and "The Van Meter Visitor"
 - . library staff helped with this project
 - . we have had two speaking engagements at the school and one was the book release.
 - . we are looking into "The Van Meter Festival" starting this September
- 7) **WILBOR –**
 - . this has been a success
 - . we average 30 items checked out monthly
 - . the amount of items on WILBOR is closer to 12, 000 titles this year
- 8) **Story hour**

- . each Wednesday at 10 am
 - . we schedule special story times with the day cares in Van Meter
- 9) **Movie night and pizza**
- . we did this with the Fire Dept.
 - . we had about 75 in attendance
 - . we also had popcorn, treats and drinks
- 10) **ILEADUSA**
- . 5 states chosen to participate, 16 wanted to participate
 - . 5 teams chosen in Iowa – ours was one – Dallas County Librarians
 - . this is sponsored by the Laura Bush Foundation
 - . our group has created the Anywhere Book Club
 - . our final presentation is in October 2013 in Ames
- 11) **Adult Reading program**
- . we held this in the winter
 - . we had about 15 adults participate
 - . prizes were donated by local businesses
 - . we used a BINGO type sheet – people read books from many different genres
- 12) **New Library Hours**
- . we are open three nights a week till 8 pm
 - . we are open 46 hours a week
- 13) **Inter Library loans**
- . these are way up
 - . we are now a regular pick up and drop off for the state van. (this will reduce the cost of postage)
 - . this helps meet citizens needs when we don't have enough room for a larger collection
- 14) **Jolena has received her Public Management I and II certificates**
- . she is applying for her certification
 - . this helps us receive more funding from the state
- 15) **Dallas County Directors**
- . held their first quarterly meeting here this past May.
- 16) **Large Print Rotation**
- . we continue to receive these quarterly
 - . these help our collection have more choices
- 17) **New happenings**
- . we are looking into starting a Van Meter historical society
 - . we are starting a seed lending library this fall.
- 18) **We did receive the hard drive that has the Dallas County paper and Northeast Dallas county paper from 1866 to 2012. Each library in Dallas County has this information which was partially paid for by a grant and the rest by our FRIEND's of the Library. Several people have already used this and found information they were looking for.**
- 19) **We have had three of the Van Meter family direct descendants in within the past month. We have a lot of their family information and Family Crest available to them. A few years ago**

This information was donated to the Van Meter Public Library. These are also records that we will have scanned and will keep at our library and we will then pass the original documents onto The State Historical Society.

20) We have a free magazine exchange and will have a book exchange of duplicates we receive. This has had a very positive response. We get 3-4 of new magazines of the same subscription and so we share these with citizens.

**21) Work Force Development – we continue to be a site for this
This fall we will be trained to answer questions for patrons and citizens on The Health Care Reform Act.**

Support for: Agenda Item #8

-

Set a public hearing for debt issuance

Submitted for:
Action

Recommendation:
Approval

Sample Motions:
I move to approve the proposed resolution setting a date for a hearing on a loan agreement

MINUTES TO SET DATE FOR HEARING
ON ENTERING INTO A GENERAL
OBLIGATION LOAN AGREEMENTS
AND TO AUTHORIZE PRELIMINARY
OFFICIAL STATEMENT FOR BONDS

420352-13

Van Meter, Iowa

July 15, 2013

The City Council of the City of Van Meter, Iowa, met on July 15, 2013, at _____
o'clock __.m., at the _____, in the City. The Mayor presided and the roll was
called showing the following members of the City Council present and absent:

Present: _____

Absent: _____.

Council Member _____ introduced the resolution hereinafter
next set out, setting a date for hearing on a loan agreement, and moved its adoption, seconded by
Council Member _____; and after due consideration thereof by the City
Council, the Mayor put the question upon the adoption of the said resolution and the roll being
called, the following named Council Members voted:

Ayes: _____

Nays: _____.

Whereupon, the Mayor declared the resolution duly adopted as hereinafter set out.

•••••

At the conclusion of the meeting, and upon motion and vote, the City Council adjourned.

Mayor

Attest:

City Clerk

RESOLUTION NO. _____

Resolution to fix a date for public hearings on a proposal to enter into loan agreements and borrow money in a principal amount not to exceed \$995,000 and authorizing the use of a preliminary official statement in connection therewith

WHEREAS, the City of Van Meter (the “City”), in the County of Dallas, State of Iowa, previously issued its \$265,000 General Obligation Urban Renewal Water Improvement Bonds, dated May 1, 2005 (the “2005A Bonds”) a portion of which currently remain outstanding maturing on such dates and in such amounts and bearing interest at such rates as follows:

Maturity Date (June 1)	Principal Amount	Interest Rate Per Annum
2014	\$25,000	4.00%
2015	\$25,000	4.00%
2016	\$25,000	4.10%
2017	\$25,000	4.15%
2018	\$30,000	4.20%

; and

WHEREAS, pursuant to the resolution (the “2005A Issuance Resolution”) authorizing the issuance of the 2005A Bonds, the City reserved the right to call the 2005A Bonds maturing in the years 2011 to 2018 (the “Callable 2005A Bonds”) for early redemption on any date on or after June 1, 2010, subject to the provisions of the 2005A Issuance Resolution; and

WHEREAS, the City previously issued its \$110,000 General Obligation Urban Renewal Sewer Improvement Bonds, dated December 1, 2005 (the “2005B Bonds”) a portion of which currently remain outstanding maturing on such dates and in such amounts and bearing interest at such rates as follows:

Maturity Date (June 1)	Principal Amount	Interest Rate Per Annum
2014	\$75,000	4.000%
2015	\$75,000	4.000%
2016	\$80,000	4.125%
2017	\$80,000	4.125%
2018	\$85,000	4.250%

; and

WHEREAS, pursuant to the resolution (the “2005B Issuance Resolution”) authorizing the issuance of the 2005B Bonds, the City reserved the right to call the 2005B Bonds maturing in the years 2012 to 2018 (the “Callable 2005B Bonds”) for early redemption on any date on or after June 1, 2011, subject to the provisions of the 2005B Issuance Resolution; and

WHEREAS, the City previously issued its \$280,000 General Obligation Bridge Improvement Bonds, Series 2007, dated June 1, 2007 (the “2007 Bonds”) a portion of which currently remain outstanding maturing on such dates and in such amounts and bearing interest at such rates as follows:

Maturity Date (June 1)	Principal Amount	Interest Rate Per Annum	Maturity Date (June 1)	Principal Amount	Interest Rate Per Annum
2014	\$10,000	4.50%	2021	\$15,000	4.70%
2015	\$15,000	4.50%	2022	\$15,000	4.70%
2016	\$15,000	4.50%	2023	\$20,000	4.80%
2017	\$15,000	4.50%	2024	\$20,000	4.80%
2018	\$15,000	4.50%	2025	\$20,000	4.90%
2019	\$15,000	4.60%	2026	\$20,000	4.90%
2020	\$15,000	4.60%	2027	\$20,000	4.90%

; and

WHEREAS, pursuant to the resolution (the “2007 Issuance Resolution”) authorizing the issuance of the 2007 Bonds, the City reserved the right to call the 2007 Bonds maturing in the years 2014 to 2027 (the “Callable 2007 Bonds”) for early redemption on any date on or after June 1, 2013, subject to the provisions of the 2007 Issuance Resolution; and

WHEREAS, the City now proposes to enter into a General Obligation Essential Purpose and Refunding Loan Agreement (the “Essential Purpose Loan Agreement”) and borrow money in a principal amount not to exceed \$745,000 pursuant to the provisions of Section 384.24A of the Code of Iowa for the purpose of paying the cost, to that extent, of (1) current refunding the City’s Callable 2005A Bonds; (2) current refunding the Callable 2005B Bonds; (3) current refunding the Callable 2007 Bonds; (4) planning, designing and constructing improvements to the Municipal Wastewater Treatment System; and (5) planning, designing and constructing improvements to the Municipal Waterworks System, and it is now necessary to fix a date of meeting of the City Council at which it is proposed to take action to enter into the Essential Purpose Loan Agreement and to give notice thereof as required by such law; and

WHEREAS, the City also proposes to enter into a General Obligation Corporate Purpose Loan Agreement (the “General Purpose Loan Agreement”) and borrow money in a principal amount not to exceed \$250,000 for the purpose of paying the cost, to the extent, of acquiring ownership rights to the municipal recreation complex and improving the municipal recreation complex through the acquisition and installation of equipment, lighting and fencing and the construction of road and concession stand improvements, and it is now necessary to fix a date of meeting of the City Council at which it is proposed to take action to enter into the General Purpose Loan Agreement and to give notice thereof as required by such law, including notice of the right to petition for an election on such proposal; and

WHEREAS, a Preliminary Official Statement (the "P.O.S.") has been prepared to facilitate the sale of General Obligation Corporate Purpose and Refunding Bonds, Series 2013 (the "Bonds") to be issued in evidence of the obligation of the City under the combined Loan Agreements, and it is now necessary to make provision for the approval of the P.O.S. and to authorize its use by Piper Jaffray & Co. (the "Underwriter");

NOW, THEREFORE, Be It Resolved by the City Council of the City of Van Meter, Iowa, as follows:

Section 1. The City Council shall meet on the 5th day of August, 2013, at the _____, Van Meter, Iowa, at _____ o'clock ____m., at which time and place a hearing will be held and proceedings will be instituted and action taken to enter into the Loan Agreement.

Section 2. The City Clerk is hereby directed to give notice of the proposed action on the Essential Loan Agreement setting forth the amount and purpose thereof, the time when and place where the said meeting will be held by publication at least once and not less than 4 nor more than 20 days before the date of said meeting, in a legal newspaper which has a general circulation in the City. The notice shall be in substantially the following form:

NOTICE OF PROPOSED ACTION TO INSTITUTE PROCEEDINGS TO ENTER INTO A
LOAN AGREEMENT AND BORROW MONEY IN A PRINCIPAL AMOUNT NOT TO
EXCEED \$745,000

(GENERAL OBLIGATION)

The City Council of the City of Van Meter, Iowa, will meet on the 15th day of July, at the _____, Van Meter, Iowa, at _____ o'clock ____ .m. for the purpose of instituting proceedings and taking action to enter into a loan agreement (the "Loan Agreement") and borrow money in a principal amount not to exceed \$745,000 for the purposes of (1) current refunding the City's General Obligation Urban Renewal Water Improvement Bonds, dated May 1, 2005; (2) current refunding its General Obligation Urban Renewal Sewer Improvement Bonds, dated December 1, 2005; (3) current refunding its General Obligation Bridge Improvement Bonds, Series 2007, dated June 1, 2007; (4) planning, designing and constructing improvements to the Municipal Wastewater Treatment System; and (5) planning, designing and constructing improvements to the Municipal Waterworks System.

The Loan Agreement is proposed to be entered into pursuant to authority contained in Section 384.24A of the Code of Iowa and will constitute a general obligation of the City.

At the aforementioned time and place, oral or written objections may be filed or made to the proposal to enter into the Loan Agreement. After receiving objections, the City may determine to enter into the Loan Agreement, in which case, the decision will be final unless appealed to the District Court within fifteen (15) days thereafter.

By order of the City Council of the City of Van Meter, Iowa.

Jake Anderson
City Clerk

Section 3. The City Clerk is hereby directed to give notice of the proposed action on the General Purpose Loan Agreement setting forth the amount and purpose thereof, the time when and place where the said meeting will be held by publication at least once and not less than 10 nor more than 20 days before the date of said meeting, in a legal newspaper which has a general circulation in the City. The notice shall be in substantially the following form:

NOTICE OF PROPOSED ACTION TO INSTITUTE PROCEEDINGS TO ENTER INTO
A LOAN AGREEMENT AND BORROW MONEY IN A PRINCIPAL AMOUNT NOT TO
EXCEED \$250,000

(GENERAL OBLIGATION)

The City Council of the City of Van Meter, Iowa, will meet on the 5th day of August, 2013, at the _____, Van Meter, Iowa, at _____ o'clock ____m., for the purpose of instituting proceedings and taking action to enter into a loan agreement (the "Loan Agreement") and borrow money in a principal amount not to exceed \$250,000 for the general corporate purpose of paying the cost, to that extent, of acquiring ownership rights to the municipal recreation complex and improving the municipal recreation complex through the acquisition and installation of equipment, lighting and fencing and the construction of road and concession stand improvements.

The Loan Agreement is proposed to be entered into pursuant to authority contained in Section 384.24A of the Code of Iowa and will constitute a general obligation of the City.

The maximum rate of interest which may be payable under the Loan Agreement is 7% per annum.

At any time before the date fixed for taking action to enter into the Loan Agreement, a petition may be filed with the City Clerk of the City asking that the question of entering into the Loan Agreement be submitted to the registered voters of the City, pursuant to the provisions of Section 384.26 of the Code of Iowa.

By order of the City Council of the City of Van Meter, Iowa.

Jake Anderson
City Clerk

Section 4. The City Clerk is hereby authorized to take such action as shall be deemed necessary and appropriate with the assistance of the Underwriter to complete preparation of the P.O.S. describing the Bonds and providing for the terms and conditions of their sale, and all action heretofore taken in this regard is hereby ratified and approved.

Section 5. The use by the Underwriter of the P.O.S. relating to the Bonds in substantially the form as has been presented to and considered by the City is hereby approved, and the Underwriter is hereby authorized to prepare and use a final Official Statement for the Bonds substantially in the form of the P.O.S. but with such changes therein as are required to conform the same to the terms of the Bonds and the resolution, when adopted, providing for the sale and issuance of the Bonds, and the City Clerk is hereby authorized and directed to execute a final Official Statement for the Bonds, if requested. The P.O.S. as of its date is deemed final by the City within the meaning of Rule 15(c)(2)-12 of the Securities and Exchange Commission.

Section 6. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Section 7. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

Passed and approved July 15, 2013.

Mayor

Attest:

City Clerk

STATE OF IOWA
COUNTY OF DALLAS
CITY OF VAN METER

SS:

I, the undersigned, City Clerk of the City of Van Meter, do hereby certify that attached hereto is a true and correct copy of the proceedings of the City Council relating to fixing a date for a hearing on the City Council's proposal to take action in connection with a loan agreement, as referred to therein, and approval of a Preliminary Official Statement in connection therewith.

WITNESS MY HAND this _____ day of _____, 2013.

City Clerk

STATE OF IOWA
COUNTY OF DALLAS SS:
CITY OF VAN METER

I, the undersigned City Clerk, do hereby certify that the aforementioned City is organized and operating under the provisions of Title IX of the Code of Iowa and not under any special charter and that such City is operating under the Mayor-Council form of government and that there is not pending or threatened any question or litigation whatsoever touching the incorporation of the City, the inclusion of any territory within its limits or the incumbency in office of any of the officials hereinafter named.

And I do further certify that the following named parties are officials of the City as indicated:

- _____, Mayor
- _____, City Administrator
- _____, Council Member/Mayor Pro-Tem
- _____, Council Member
- _____, Council Member
- _____, Council Member
- _____, Council Member

WITNESS MY HAND this _____ day of _____, 2013.

City Clerk

(PLEASE NOTE: Do not date and return this certificate until you have received the publisher's affidavits and have verified that the notices were published on the dates indicated in the affidavits but please return all other completed pages to us as soon as they are available.)

STATE OF IOWA
COUNTY OF DALLAS
CITY OF VAN METER

SS:

I, the undersigned, City Clerk of the City of Van Meter, do hereby certify that pursuant to the resolution of the City Council fixing a date of meeting at which it is proposed to take action to enter into a loan agreement, the notice, of which the printed slip attached to the publisher's affidavit hereto attached is a true and complete copy, was published on the date and in the newspaper specified in such affidavit, which newspaper has a general circulation in the City.

WITNESS MY HAND this _____ day of _____, 2013.

City Clerk

(Attach here the publisher's original affidavits with clippings of the notices, as published.)

July 12, 2013

Jake Anderson
City Clerk/City Hall
Van Meter, Iowa
Via Email

Re: General Obligation Corporate Purpose and Refunding Loan Agreement
Our File No. 420352-13

Dear Jake:

We have prepared and attach proceedings to be used at the July 15 City Council meeting to set August 5 as the date for a hearing on the proposal to enter into the General Obligation Loan Agreement, and authorize the use of a preliminary official statement in connection therewith.

The proceedings attached include the following items:

1. Minutes of the City Council followed by the resolution fixing the time and place for the hearing and authorizing the preliminary official statement. The forms of notices of hearing are set out in Sections 2 and 3 of the resolution. Please print an extra copy of the notices for delivery to the publisher. Please insert the time and place of the hearing in both the resolution and the notices.
2. Certificate attesting the transcript.
3. Certificate with respect to publication of the notices, to which must be attached the publisher's affidavits of publication with a clipping of the notices as published.

The notice for the essential purpose loan agreement must be published at least once not less than 4 nor more than 20 days before the meeting date set for the hearing, in a legal newspaper which has a general circulation in Van Meter.

The notice for the general purpose loan agreement must be published at least once not less than **10 nor more than 20 days** before the meeting date set for the hearing, in a legal newspaper which has a general circulation in Van Meter. Please fax a copy of each of the published notices to our office at (515) 283-1060 as soon as they appear in the newspaper.

As soon as possible after the City Council meeting, please return one fully executed copy of all of the completed pages in these proceedings. If you have any questions, please contact me.

If you have any questions, please contact me.

Best regards,

John P. Danos

Attachments

cc by email: Tim Oswald

Support for: Agenda Item #9

-

JSC and Diligent Annexation

Submitted for:
Action

Recommendation:
Approval

Sample Motions:
I move to approve the proposed resolution annexing certain real estate into the City of Van Meter

Return to: Jake Anderson, City Clerk, City of Van Meter, 505 Grant Street, PO Box 160, Van Meter, Iowa 50261

RESOLUTION NO. _____

**RESOLUTION ASSENTING TO THE ANNEXATION OF CERTAIN REAL ESTATE
TO THE CITY OF VAN METER, IOWA**

WHEREAS, the City of Van Meter, State of Iowa, is a duly organized municipal corporation, and

WHEREAS, there has been presented to the City Council of said City an Application for Annexation, as required by Section 368.7 of the 2007 *Code of Iowa*, executed on behalf of Earlham Savings Bank and Lautherbach Family Farms, the owner of the real estate to be annexed, and adjoining County Right-of-Way, as shown on Exhibit "B", and

WHEREAS, the City of Van Meter, Iowa desires to annex said territory upon the Application heretofore presented, and

WHEREAS, the City of Van Meter, Iowa has complied with Section 368.7 of the 2007 *Code of Iowa* by publishing and sending by certified mail the required notices.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Van Meter, Iowa, as follows:

1. That the application for annexation of the real estate as described in Exhibit "A" attached hereto is hereby approved.
2. That on July 15, 2013, this territory shall thereafter be and become a part of the City of Van Meter, Iowa.
3. That the City Clerk shall forthwith cause this Resolution and the exhibits attached hereto be filed with the Iowa Secretary of State, Dallas County Board of Supervisors, each affected public utility, the Iowa Department of Transportation, and the Dallas County Recorder as required by Section 368.7 of the 2007 *Code of Iowa*.

Passed by the City council of the City of Van Meter, Iowa, by a vote of ___ to ___ on the 15th day of July, 2013, and approved this 15th day of July, 2013.

Allan B. Adams, Mayor

Attested:

Jacob R. Anderson, City Clerk

VOLUNTARY ANNEXATION: CLERK'S RECORD

I, Jacob R. Anderson, City Clerk of the City of Van Meter, Iowa, hereby certify that the above and foregoing Resolution is a true copy as shown by the records of the City of Van Meter, Iowa.

Jacob R. Anderson, City Clerk

EXHIBIT A

LEGAL DESCRIPTION/OWNER(S)

Owner(s)	Legal Description
JSC PROPERTIES, INC.	The West Half (W1/2) of the Northwest Quarter (NW1/4) of Section 35, Township 78 North, Range 27, West of the 5 th P.M., Dallas County, Iowa
LAND CONCEPTS, LLC; CHICKENFOOT HOLDINGS, LLC; FRANDSON PROPERTIES, LLC; GES PROPERTIES, LLC.	The North Half of the Southwest Quarter (N1/2 SW1/4) and the Southwest Quarter of the Southwest Quarter (SW 1/4 of the SW 1/4) of Section Thirty-Five (35), Township Seventy-Eight (78) North, Range Twenty-Seven (27) West of the Fifth P.M., Dallas County, Iowa.

The annexation territory extends to the centerline of all secondary roads adjacent to the above-described properties.



JSC PROPERTIES

LAND CONCEPTS LLC;
CHICKENFOOT HOLDINGS LLC,
FRANDSON PROPERTIES LLC;
GES PROPERTIES LLC.

Support for: Agenda Item #10 -

JSC and Diligent Re-Zoning

Submitted for:
Action

Recommendation:
Approval

Sample Motions:

I move to initiate the rezoning of the Diligent and JSC properties from Agricultural to Business Park.

Support for: Agenda Item #12 -

Ordinance amending the Building Code

Submitted for:
Action

Recommendation:
Approval

Sample Motions:

I move to approve the first reading of the proposed ordinance amending the building code.

I move to waive the second reading of the proposed ordinance amending the building code.

I move to waive the third reading of the proposed ordinance amending the building code.

I move to approve and adopt the proposed ordinance amending the building code.

**ORDINANCE AMENDING THE BUILDING CODE,
VAN METER CODE OF ORDINANCES, CHAPTER 155**

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

SECTION 1: Purpose. The purpose of this Ordinance is to update existing City Standards, as set forth in the Van Meter Building Code, Chapter 155, to better protect the life, safety and property of the citizens of Van Meter through the adoption and enforcement of construction and building codes and as are enforced by the building official, and to establish the minimum requirements to safeguard the public health, safety and general welfare through structural strength, means of egress facilities, stability, sanitation, adequate light and ventilation, energy conservation, and safety to life and property from fire and other hazards attributed to the built environment and to provide safety to fire fighters and emergency responders during emergency operations.

SECTION 2: Amendments. Certain subsections of the Code shall be repealed and replaced by Chapters to accommodate those previously existing subsections and pertaining to the International Building Code, The International Mechanical Code, The International Plumbing Code, The International Fire Code, The International Property Maintenance Code, and the International Fuel Gas Code, as follows:

I. SECTION 2.1

1. That 155.03, Section 1 is repealed and shall be replaced by adding the following new Chapter:

CHAPTER 175 BUILDING CODE

Section Number	Title	IBC Section	IRC Section
175.01	Short Title		
175.02	Adoption of Building Code		
175.03	Amendments, modifications, additions and deletions		
175.04	Referenced Codes -- Amendments, Modifications, Additions and Deletions		
175.05	Deletions		R501.3
175.06	Title	101.1	R101.1
175.07	Energy	101.4.6	R101.3.1
175.08	Creation of Enforcement Agency	103.1.	R103.1
175.09	Iowa State Plumbing Code	104.11	
175.10	Required (permits) Platting	105.1	R105.1
175.11	Work exempt from permit	105.2	R105.2
175.12	Expiration	105.5	R105.5
175.13	Revocation of Permit	105.6.1	R105.6.1
175.14	Plan Review Fees	109.2.1	R108.2.1
175.15	Work Commencing Before Permit Issuance	109.4	
175.16	Use & Occupancy		R110.1
175.17	Underground Utility Installation	112.4	R111.4
175.18	Definitions	202	R202
175.19	Climatic and Geographic Design Criteria		Table R301.2(1)
175.20	Exterior Walls		R302.1
175.21	Exterior Walls		Table R302.1
175.22	Townhouses		R302.2

175.23	Townhouses		R302.2A
175.24	Two-Family Dwellings		R302.3
175.25	Dwelling/Garage Fire Separation		R302.6
175.26	Dwelling/Garage Separation		Table R302.6
175.27	Bathrooms (Exhaust)		R303.3
175.28	Separation (garages)	406.3.4	
175.29	Emergency Escape and Rescue Required (basements)		R310.1
175.30	Operational Constraints	1029.4	R310.1.4
175.31	Emergency Escape Windows Under Decks & Porches		R310.5
175.32	Risers		R311.7.5.1
175.33	Continuity (handrail configuration)		R311.7.8.2
175.34	Automatic Fire Sprinkler Systems Townhomes exception		R313.1
175.35	Automatic Fire Sprinkler Systems One & Two Family exception		R313.2
175.36	Frost Protection		R403.1.4.1
175.37	Foundation Walls – lateral support		R404.1
175.38	Foundation Walls For Conventional Light Frame Wood Construction	1807.1.5.1 & Table	R404.1.2.2.3/Table
175.39	Foundation Drainage – sump pumps		R405.3
175.40	Reinforcement Support		R506.2.4
175.41	Single & multiple-station smoke alarms	907.2.11	
175.42	Foundation and Supports – mechanical equipment		M1403.2
175.43	Freezing		P2603.5
175.44	Sewer Depth		P2603.5.1
175.45	Continuity and Components	1007.2 #11	
175.46	Doors, Gates and Turnstiles (frost protection)	1008.1.6.1	
175.47	Continuity (handrails)	1012.4#4	
175.48	Access to a Public Way	1027.5.1	
175.49	Maximum Height From Floor (emergency escape and rescue)	1029.3	
175.50	Window Wells	1029.5.3	
175.51	Energy Efficiency	Chapter 13	Chapter 11 [RE]
175.52	Minimum Thickness of Weather Coverings (vinyl siding)	Table 1405.2 (f)	
175.53	Vinyl Siding (weather-resistive barrier required)	1405.14.2	
175.54	Ground Snow Loads	1608.2	
175.55	Flood Loads	1612	
175.56	Frost Protection	1809.5	
175.57	Swimming Pools, Spas and Hot Tubs		Appendix G
175.58	Swimming Pool – defined	3109.2	AG102
175.59	Compliance With Other Codes	3401.3	

175.01 SHORT TITLE. This chapter shall be known as the Van Meter Building Code, and may be cited as such, and may be referred to herein as this chapter

175.02 ADOPTION OF BUILDING CODE. Pursuant to published notice as required by law, the *International Building Code 2012 Edition*; and the *International Residential Building Code 2012 Edition*, published by the International Code Council, Inc., is adopted in full except for such portions as may be hereinafter deleted, modified or amended. A copy of the International Building Code 2012 Edition as adopted, a copy of the International Residential Code 2012 Edition as adopted and a copy of this chapter are on file in the office of the Code Official.

175.03 AMENDMENTS, MODIFICATIONS, ADDITIONS AND DELETIONS. *The International Building Code, 2012 Edition* (hereinafter known as the IBC), and the *International Residential Code, 2012 Edition* (hereinafter known as the IRC), are amended as hereinafter set out in Sections 175.04 through 175.59.

175.04 REFERENCED CODES - - AMENDMENTS, MODIFICATIONS, ADDITIONS AND DELETIONS. The remaining sections in this chapter represent amendments to the requirements contained in the IBC and IRC. In the event requirements of this code conflict with applicable State and

Federal requirements, the more stringent shall apply except that all references to flood hazard construction shall be coordinated in concurrence with Van Meter NFIP.

175.05 DELETIONS. The following is deleted from the IRC and is of no force or effect in this chapter:

Subsection 501.3 Fire protection of floors
Part VIII - Electrical

175.06 SUBSECTIONS 101.1 AND R101.1 AMENDED - - TITLE. Subsections 101.1, Title, of the IBC and R101.1, Title, of the IRC, are hereby deleted and there is enacted in lieu thereof the following subsections:

Subsection 101.1 Title. These regulations shall be known as the Van Meter Building Code, hereinafter known as “this code.”

Subsection R 101.1 Title. These provisions shall be known as the Van Meter Residential Code for One- and Two – Family Dwellings, and shall be cited as such and will be referred to herein as “this code.”

175.07 SUBSECTION 101.4.6 AMENDED AND R101.3.1 ADDITION - - ENERGY. Subsection 101.4.6, Energy, of the IBC, is hereby amended by deleting said subsection and inserting in lieu thereof the following subsection and Subsection R101.3.1, Intent, of the IRC, is hereby established by adding the following subsection:

Subsection 101.4.6 Energy and Subsection R101.3.1 Intent. The provisions of the International Energy Code as currently adopted and amended by the Iowa State Building Code Bureau shall apply to all matters governing the design and construction of buildings for energy efficiency. Administration shall be as prescribed in “this code” and these regulations shall be known as the Van Meter Energy Code. Construction or work for which a permit is required shall be subject to inspections and the Building Official may make or cause to be made the requested inspections. The Building Official is authorized to accept reports of approved inspection agencies, provided such agencies satisfy the requirements as to qualifications and reliability. Any portion that does not comply shall be corrected and such portion shall not be covered or concealed until authorized by the Building Official.

175.08 SUBSECTIONS 103.1 AND R103.1 AMENDED - - CREATION OF ENFORCEMENT AGENCY. Subsection 103.1, Creation of enforcement agency, of the IBC and R103.1, Creation of enforcement agency, of the IRC, are hereby amended by adding the following paragraph:

Subsections 103.1 and R103.1 Building and Zoning Administrator The term Building Official is intended to also mean the Building and Zoning Administrator, who shall be designated by the Planning & Building Director and shall hereinafter be referred to as Code Official and his or her representatives or designees, who are herewith delegated the same powers, authorities, duties and responsibilities as designated for the Code Official. The Code Official when so appointed, shall be responsible for the enforcement of the Building Code; the Mechanical code; the Housing code; the Plumbing code; the Gas Code, the Energy code, the Electrical code, the Zoning code and the Fire Prevention code of the city. The Code Official shall have authority to file a complaint in any court of competent jurisdiction charging a person with the violation of this title. The Code Official shall have whatever additional duties the Director of Planning & Building may prescribe.

175.09 SUBSECTION 104.11 ADDITION - - ALTERNATE MATERIALS, METHODS AND EQUIPMENT. Subsections 104.11.3, Plumbing and Fuel Gas, of the IBC, is hereby established by adding the following subsection:

Subsection 104.11, Alternate materials, methods and equipment, of the IBC is hereby amended by adding the following subsection and exception:

Subsection 104.11.3 – Iowa State Plumbing Code The Iowa State Plumbing Code consisting of the Uniform Plumbing Code, as prepared and edited by the International Association of Plumbing and Mechanical Officials, as amended and currently adopted by the State of Iowa Department of Public Health, is hereby approved as an alternate equivalent method for complete plumbing and fuel gas systems.

Subsection 104.11.3, Administration exception 1 Administrative regulations shall be as prescribed in the International Plumbing Code, 2012 Edition and international Fuel Gas Code, 2012 Edition, as adopted and amended.

175.10 SUBSECTIONS 105.1 AND R105.1 ADDITION - - (PERMITS) REQUIRED. Subsections 105.1, Required, of the IBC and R105.1, Required, of the IRC, are hereby amended by adding the following to said subsections:

Subsections 105.1 and R105.1 Platting required. A building permit shall not be issued unless the land upon which the proposed work is to be done is platted pursuant to the provisions of the subdivision regulations.

A building permit shall not be issued permitting the construction of any building or other structure on any lot designated on any plat as an outlot, without such lot being replatted in accordance with the provisions of the subdivision regulations. Such platting may be waived by the city council if that body determines that no portion of the land is needed for public purposes or if that portion needed for public purposes, as determined by the council, is dedicated to the city; provided further, that such platting may be waived by the zoning administrator if the requested building permit is for one of the following purposes:

1. Any accessory structure or addition for a one or two family residence;
2. The removal, repair or alteration of a structure on unplatted premises, provided that there is no change in the use classifications of such structure;
3. The term "alteration" shall be deemed to mean any change or modification of a structure that does not serve to increase the size of the original structure by more than ten percent.

175.11 SUBSECTIONS 105.2 AND R105.2 AMENDED - - WORK EXEMPT FROM PERMIT.

Subsections 105.2, Work exempt from permit, of the IBC and R105.2, Work exempt from permit, of the IRC are hereby amended by deleting the following items and adding a sentence to said subsections as follows:

Subsections 105.2 and R105.2 Work Exempt From Permit

Subsection 105.2 Building - Item #1	Detached structures not exceeding 120 sq. ft.	Delete
Subsection 105.2 Building - Item #2	Fences not over 7 feet high	Delete
Subsection 105.2 Building - Item #6	Sidewalks and driveways	Delete
Subsection 105.2 Building - Item #9	Prefabricated swimming pools	Delete
Subsection 105.2 Building - Item #10	Shade cloth structures	Delete
Subsection R105.2 Building - Item #1	Detached structures not exceeding 200 sq. ft.	Delete
Subsection R105.2 Building - Item # 2	Fences not over 7 feet high	Delete

Subsection R105.2 Building - Item #5	Sidewalks and driveways	Delete
Subsection R105.2 Building - Item #7	Prefabricated swimming pools	Delete
Subsection R105.2 Building - Item #10	Decks not exceeding 200 sq. ft.	Delete

Exemption from permit requirements of this chapter shall not preclude requirements for permitting of plumbing, electrical and mechanical installations and systems or compliance with Van Meter Code of Ordinances.

175.12 SUBSECTIONS 105.5 AND R105.5 AMENDED - - EXPIRATION. Subsections 105.5. Expiration, of the IBC and R105.5, Expiration, of the IRC, are hereby amended by deleting said subsections and inserting in lieu thereof the following:

Subsections 105.5 and R105.5 12 Month Expiration Every permit issued under the provisions of this Code shall expire twelve (12) months from the date of issue, unless the application is accompanied by a construction schedule of specific longer duration, in which instance the permit may be issued for the term of the construction schedule, with approval of the Code Official. If the work has not been completed by the expiration date of the permit, no further work shall be done until the permit shall have been renewed by the owner or his or her agent and by payment of the renewal fee as established by Resolution of the City Council, and provided no changes have been made in plans or location. Upon approval, permits may be extended for no more than two periods not exceeding 180 days each.

175.13 SUBSECTIONS 105.6.1 AND R105.6.1 ADDITION - - REVOCATION OF PERMIT. Subsections 105.6.1 Revocation of Permit, of the IBC and R105.6.1, Revocation of Permit, of the IRC, are hereby established by adding the following subsections:

Subsections 105.6.1 and R105.6.1 Revocation of Permit It is the responsibility of the permit holder to schedule the required inspections and obtain final approval. Failure to schedule the required inspections and receive approval of work authorized by the permit before covering said work or at completion shall result in revocation of the permit and void any associated approvals granted by the City. This failure shall also equate to working without a permit in violation of City ordinance and no future permits shall be issued to any person or company who has outstanding violations of this code or any other laws or ordinances of the City. Failure to contact the City for any inspection or follow-up prior to expiration of a permit shall be deemed a violation of this code section. Failure to contact the City for any inspection or follow-up prior to expiration of a Temporary Certificate of Occupancy shall also be deemed a violation of this code section. Allowing occupancy of a structure, for which a person or company holds a building permit, prior to or without a valid Certificate of Occupancy (temporary or final) shall be deemed a violation of this code section and no future permits shall be issued to any person or company who has outstanding violations of this code or any other laws or ordinances of the City.

175.14 SUBSECTIONS 109.2.1 AND R108.2.1 ADDITION - - PLAN REVIEW FEES. Subsections 109.2.1, Plan review fees, of the IBC, and R108.2.1, Plan review fees, of the IRC, are hereby established by adding the following subsections:

Subsections 109.2.1 and R108.2.1 Plan review fees Fees for all plan reviews shall be as set forth and established by resolution of the City Council. All such fees shall be paid in accordance with the terms and requirements of such resolution or as the same may be amended by the City Council from time to time.

175.15 SUBSECTIONS 109.4 AND R108.6 ADDITION - - WORK COMMENCING BEFORE PERMIT ISSUANCE. Subsections 109.4, Work commencing before permit issuance, of the IBC, and

30 PSF	90	NO	A	Severe	42"	No	-5 F	Yes	16-May-83	1833	48.6
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175.20 SUBSECTION R302.1 AMENDED - - EXTERIOR WALLS. Subsection R302.1, Exterior walls, of the IRC, is hereby amended by deleting all exceptions and inserting in lieu thereof the following exception:

Subsection R302.1 Exterior walls exception #1 Accessory structures less than 10 feet from a dwelling and/or less than 3 feet from a property line shall be provided with 5/8" "X" fire code sheetrock or equivalent throughout the interior, including the walls and ceiling. Any accessory structure opening(s) in wall(s) parallel to and less than 10' from dwelling unit wall(s) shall be fire rated in accordance with this code.

175.21 SUBSECTION TABLE R302.1 AMENDED - - EXTERIOR WALLS. Table R302.1, Exterior Walls, of the IRC, is hereby amended by modifying said table as follows:

Table R302.1(1), Exterior Walls

Exterior Wall Element		Minimum Fire-Resistance Rating	Minimum Fire Separation Distance
Walls	(Fire-resistance rated)	1 hour with exposure from both sides per ASTM E 119 or UL 263	< 3 feet
	(Not fire-resistance rated)	0 hours	≥ 3 feet
Projections	(Fire-resistance rated)	1 hour on the underside	2 feet
	(Not fire-resistance rated)	0 hours	≥ 2 feet
Openings	Not allowed	N/A	< 3 feet
	25% Maximum Wall Area	0 hours	3 feet
	Unlimited	0 hours	5 feet
Penetrations	All	Comply with Section R302.4	< 3 feet
		None required	3 feet

175.22 SUBSECTION R302.2 AMENDED - - TOWNHOUSES. Subsection R302.2, Townhouses, of the IRC, is hereby amended by deleting said subsection and inserting in lieu thereof the following (exception and subsequent subsections remains unchanged):

Subsection R302.2 Townhouses Each sprinklered townhouse shall be considered a separate building and shall be separated by fire-resistance-rated wall assemblies meeting the requirements of section R302.1 for exterior walls. All townhouse groups of more than twelve attached units in which each unit does not have a yard or public way on at least two sides shall be sprinklered.

175.23 SUBSECTION R302.2A ADDITION - - TOWNHOUSES. Subsection R302.2, Townhouses, of the IRC, is hereby established by adding the following subsection and exception:

Subsection R302.2 Townhouses Each non-sprinklered townhouse shall be considered a separate building and shall be separated by fire-resistance-rated wall assemblies meeting the requirements of Section R302.1 for exterior walls. All townhouse groups of more than twelve attached units in which each unit does not have a yard or public way on at least two sides shall be sprinklered.

Exception: A common 2-hour fire-resistance-rated wall assembly tested in accordance with ASTM E 119 or UL 263 is permitted for townhouses if such walls do not contain plumbing or mechanical equipment, ducts or vents in the cavity of the common wall. The wall shall be rated for fire exposure from both sides and shall extend to and be tight against exterior walls and the underside of the roof sheathing. Electrical installations shall be installed in accordance with the Van Meter Electrical Code. Penetrations of electrical outlet boxes shall be in accordance with Section R302.4.

175.24 R302.3 AMENDED - - TWO-FAMILY DWELLINGS. Subsection R302.3 Two-family dwellings, of the IRC, is hereby amended by deleting said subsection and inserting in lieu thereof the following and deleting exception 2:

R302.3 Two-family dwellings For purposes of fire-resistive separation, two-family dwelling units shall be considered as townhouses and shall be constructed in accordance with R302.2

Exception 2 deleted

175.25 SUBSECTION R302.6 AMENDED - - DWELLING/GARAGE FIRE SEPARATION. Subsection R302.6, Dwelling/garage fire separation, of the IRC, is hereby amended by deleting said subsection and inserting in lieu thereof the following subsection:

Subsection R302.6 Dwelling/garage fire separation The garage shall be separated throughout as required by Table R302.6. Openings in garage walls shall comply with section R302.5.

175.26 SUBSECTION TABLE R302.6 AMENDED - - DWELLING/GARAGE SEPARATION. Table R302.6 Exterior Walls, of the IRC, is hereby amended by modifying said table as follows:

Table R302.6, Dwelling/garage separation

Separation	Material
From the residence & attics – common wall with garage	5/8” “X” fire code sheetrock or equivalent applied to the garage side
From all habitable rooms above the garage	5/8” “X” fire code sheetrock or equivalent – throughout garage
Structures supporting floor/ceiling assemblies used for separation required by this section	5/8” “X” fire code sheetrock or equivalent – throughout garage
Garages located less than 10 feet from a dwelling unit(s) on the same lot	5/8” “X” fire code sheetrock or equivalent – throughout garage

175.27 SUBSECTION R303.3 AMENDED - - BATHROOMS. Subsection R303.3, Bathrooms, of the IRC, is hereby amended by deleting said subsection and inserting in lieu thereof the following subsection and also by adding the following exception:

Subsection R303.3 Bathrooms Bathrooms shall be provided with a mechanical ventilation system. The minimum ventilation rates shall be 50 cfm for intermittent ventilation or 20 cfm for continuous ventilation. Ventilation air from the space shall be exhausted directly to the outside.

Exception: Toilet rooms containing only a water closet and/or lavatory may be provided with a recirculating fan.

175.28 SUBSECTION 406.3.4 AMENDED - - SEPARATION. Subsection 406.3.4, Separation, of the IBC, is hereby amended by deleting subsection #1 and inserting in lieu thereof the following:

Subsection 406.3.4 Separation #1 The private garage shall be separated from the dwelling unit and its attic area by means of minimum 5/8-inch type “X” fire code gypsum board or equivalent applied to the garage side. Where the separation is a floor-ceiling assembly, the structure supporting the separation shall also be protected by not less than 5/8-inch type “X” fire code gypsum board or equivalent throughout. Garages beneath habitable rooms shall be separated by not less than 5/8-inch type “X” fire code gypsum board or equivalent throughout. Door openings between a private garage and the dwelling unit shall be equipped with either solid wood doors or solid or honeycomb core steel doors not less than 1 3/8” thick, or doors in compliance with 716.5.3. Openings from a private garage directly into a room used for sleeping purposes shall not be permitted. Doors shall be self-closing and self-latching.

175.29 SUBSECTION R310.1 AMENDED - - EMERGENCY ESCAPE AND RESCUE REQUIRED.

Subsection R310.1, Emergency escape and rescue required, of the IRC, is hereby amended by deleting the first paragraph of said section and inserting in lieu thereof the following:

Subsection R310.1 Emergency escape and rescue required Basements, habitable attics and every sleeping room shall have at least one openable emergency escape and rescue window or exterior door opening for emergency escape and rescue. Where basements contain one or more sleeping rooms, emergency egress and rescue openings shall be required in each sleeping room, but shall not be required in adjoining areas of the basement. Where a window is provided as a means of escape and rescue opening from a basement, it shall have a sill height of not more than 44 inches above the floor or landing. Where a landing is provided, the landing shall be not less than 36 inches wide, not less than 18 inches out from the exterior wall, and not more than 24 inches in height. The landing shall be permanently affixed to the floor below and the wall under the openable area of the window it serves. Where a door opening having a threshold below the adjacent ground elevation serves as an emergency escape and rescue opening and is provided with a bulkhead enclosure, the bulkhead enclosure shall comply with Section 310.3. Escape and rescue window openings with a finished sill height below the adjacent ground elevation shall be provided with a window well in accordance with Section R310.2.

175.30 SUBSECTIONS 1029.4 AND R310.1.4 AMENDED - - OPERATIONAL CONSTRAINTS. Subsections 1029.4, Operational Constraints, of the IBC and R310.1.4, Operational constraints, of the IRC, are hereby amended by adding a new sentence and exception following these subsections:

Subsections 1029.4 and R310.1.4 Operational Constraints The net clear opening dimensions required by this section shall be obtained by the normal operation of the emergency escape and rescue opening from the inside and shall not require the removal of a sash or other component of the emergency escape and rescue opening.

Exception: Existing required emergency escape openings shall be maintained in accordance with the Van Meter Property Maintenance Code and may be replaced with the same size and type of window.

175.31 SUBSECTION R310.5 AMENDED - - EMERGENCY ESCAPE WINDOWS UNDER DECKS AND PORCHES. Subsection R310.5, Emergency escape windows under decks and porches, of the IRC, is hereby amended by adding a new sentence following this section:

Subsection R310.5 Emergency escape windows under decks and porches Cantilever areas of all construction elements shall be regulated in accordance with this section.

175.32 SUBSECTION R311.7.5.1 AMENDED - - RISERS. Subsection R311.7.5.1, Riser height, of the IRC, is hereby amended by adding the following exceptions:

Subsection R311.7.5.1 Riser height exception 2 The maximum riser height shall be 7 3/4 inches. The riser height shall be measured vertically between leading edges of the adjacent treads. The greatest riser height within any flight of stairs shall not exceed the smallest by more than 3/8 inch, except at the top or bottom riser of any interior stair where this dimension may deviate by a maximum of 1 inch. In no case shall the risers exceed the maximum height of 7 3/4 inches.

Subsection R311.7.5.1 Profile exception 3 The opening between adjacent treads is not limited on exterior stairs serving individual dwelling units.

175.33 SUBSECTION R311.7.8.2 ADDITION - - CONTINUITY. Subsection R311.7.8.2, Continuity, of the IRC, is hereby amended by adding the following exception:

Subsection R311.7. 8.2 Continuity exception 3 Handrails within a dwelling unit or serving an individual dwelling unit shall be permitted to be interrupted at one location in a straight stair when the rail terminates into a wall or ledge and is offset and immediately continues.

175.34 SUBSECTION R313.1 AMENDED - - TOWNHOUSE AUTOMATIC FIRE SPRINKLER SYSTEMS. Subsection R313.1 Townhouse automatic fire sprinkler system, of the IRC, is hereby amended by deleting said subsection and inserting the following in lieu thereof (exception remains unchanged):

Subsection R313.1 Townhouse automatic fire sprinkler systems An automatic residential fire sprinkler system shall be installed in townhouses containing more than 12 (twelve) dwelling units.

175.35 SUBSECTION R313.2 AMENDED - - ONE- AND TWO-FAMILY DWELLINGS AUTOMATIC FIRE SYSTEMS. Subsection R313.2 One- and two-family automatic fire sprinkler systems, of the IRC, is hereby amended by adding the following exception:

Subsection R313.2 One- and two-family automatic fire sprinkler systems exception 2 Dwelling units in which the gross square footage of the dwelling space(s), including all floor levels whether finished or unfinished and all basement areas whether finished or unfinished (exclusive of attached garage area), does not exceed 8,000 square feet.

175.36 SUBSECTION R403.1.4.1 - - AMENDED - - FROST PROTECTION. Subsection R403.1.4.1, of the IRC, is hereby amended by deleting all existing exceptions and inserting in lieu thereof the following:

Subsection R403.1.4.1 Frost protection exception 1 Detached garages of light frame wood construction of 1,010 square feet or less in size and detached garages of 400 square feet or less in size of other than light frame wood construction and more than 10 feet from a dwelling or attached garage may be provided with a floating slab which shall include a thickened slab edge of a minimum 8 inches thick and tapered or squared from a width of 6 inches to 12 inches and have floors of Portland cement concrete not less than 4 inches thick. Garages areas shall have all sod and/or debris removed prior to installation of said floor.

175.37 SUBSECTION R404.1 AMENDED - - CONCRETE AND MASONRY FOUNDATION WALLS. Subsection R404.1, Concrete and masonry foundation walls, of the IRC, is hereby amended by adding the following paragraph:

Subsection R404.1 Concrete and masonry foundation walls lateral support Prior to backfill and prior to a poured in place floor slab to provide bottom lateral support the following may be provided (1) a full depth (minimum 1-1/2") nominal 2" x 4" keyway may be formed into the footings to secure the bottom of the foundation wall -or- (2) 36" long vertical # 4 rebar may be embedded a minimum of 6" into the footings not to exceed 7' o.c. spacing

175.38 SUBSECTIONS 1807.1.5.1 AND R404.1.2.2.3 ADDITION - - FOUNDATION WALLS FOR CONVENTIONAL LIGHT FRAME WOOD CONSTRUCTION. Subsections 1807.1.5.1, Foundation Walls For Conventional Light Frame Wood Construction, of the IBC and R404.1.2.2.3, Foundation Walls For Conventional Light Frame Wood Construction, of the IRC, are hereby established by adding the following subsections and table:

Subsections 1807.1.5.1 and R404.1.2.2.3 Foundation Walls For Conventional Light Frame Wood Construction As an alternate to the requirements of respective codes the following Table 'Foundation Walls for Conventional Light Frame Construction' may be used:

Table - 'Foundation Walls for Conventional Light Frame Construction'

Height of Foundation Wall (Net measured from top of basement slab to top of foundation wall)*		Thickness of Foundation Walls		Reinforcement type and placement within Foundation Wall**	Reinforcement type and placement within Foundation Wall** (maximum 12' span between corners and supporting cross walls.)	Type of Mortar
		<u>Unit</u>				
Gross	Net	Concrete	Masonry	Concrete	Masonry	Masonry
8	7' 8"	7 ½"	8"	½" horizontal bars, placement in the middle, and near the top & bottom – ½" bars @ 6' max. vertically	0.075 square inch bar 8' o.c. vertically in fully grouted cells. If block is 12" nominal thickness, may be unreinforced.	Type M or S. Grout & Mortar shall meet provisions of Chapter 21 IBC
9	8' 8"	8"	See Chapter 18 IBC	½" bars 2' o.c. horizontally & 20" vertically o.c.	See Chapter 18 IBC	Same as above
10	9' 8"	8"	See Chapter 18 IBC	(5/8" bars 2' o.c. horizontally & 30" vertically o.c.)	See Chapter 18 IBC	Same as above
*Concrete floor slab to be nominal 4". If such floor slab is not provided prior to backfill, provide 1) 36" vertical #4 rebar embedded in the footing @ maximum 7' O.C. spacing -and/or- 2) full depth nominal 2" depth x 4" width keyway in footing						
** All reinforcement bars shall meet ASTM A6175 grade 40 minimum and be deformed. Placement of bars shall be in center of wall and meet the provisions of 18, 19, and 21 of the International Building Code.						
NOTE: Cast in place concrete shall have a compressive strength of 3,000 lbs @ 28 days. Footings shall contain continuous reinforcement of 2 – ½" diameter rebar throughout. Placement of reinforcement and concrete shall meet the requirements of Chapter 19 of the International Building Code.						
NOTE: Material used for backfilling shall be carefully placed granular soil of average or high permeability and shall be drained with an approved drainage system as prescribed in Section 1805.4 of the International Building Code. Where soils containing a high percentage of clay, fine silt or similar materials of low permeability or expansive soils are encountered or where backfill materials are not drained or an unusually high surcharge is to be placed adjacent to the wall, a specially designed wall shall be required.						
Note: Foundation plate or sill anchorage may be installed in accordance with the respective codes as applicable.						

175.39 SECTION R405 ADDITION - - FOUNDATION DRAINAGE. Section R405, Foundation Drainage, of the IRC, is hereby amended by adding a new subsection as follows:

Subsection R405.3 Sump Pumps Footing drains and drainage systems shall be discharged to a sump pump plumbed to a discharge system separated from the sanitary sewer and in accordance with the standard specifications adopted by the City Council. Exceptions may be granted by the Code Official in accordance with said engineering standards.

175.40 SUBSECTION R506.2.4 ADDITION - - REINFORCEMENT SUPPORT. Subsection R506.2.4, of the IRC, Reinforcement support is hereby amended by addition of the following exception:

Subsection R506.2.4 Reinforcement support exception 1 Non-structural slabs

175.41 SUBSECTION 907.2.11 AMENDED - - SINGLE AND MULTIPLE-STATION SMOKE ALARMS. Subsection 907.2.11, of the IBC, Single and Multiple-station smoke alarms is hereby amended by deleting said subsection and inserting in lieu thereof the following:

Subsection 907.2.11 Single and Multiple-station smoke alarms Listed single- and multiple-station smoke alarms complying with UL 217 shall be installed in accordance with provisions of this code and the household fire warning equipment provision of NFPA 72. Smoke alarms shall be addressable with sounder bases and tied into the building fire alarm system as a supervisory signal only. Mini horns are not required if notification from a building fire alarm system is through the smoke alarms with sounder bases.

175.42 SUBSECTION M1403.2 AMENDED - - FOUNDATIONS AND SUPPORTS. Subsection M1403.2 Foundations and supports, of the IRC, is hereby amended by deleting said section and inserting in lieu thereof the following:

Subsection M1403.2 Foundation and supports Foundations and supports for outdoor mechanical systems shall be raised at least one and one half inches above the finished grade and shall also conform to the manufacturer's installation instructions.

175.43 SUBSECTION P2603.5 AMENDED - - FREEZING. Subsection P2603.5 Freezing, of the IRC, is hereby amended by deleting the last sentence of said subsection and inserting in lieu thereof the following:

Subsection P2603.5 Freezing Exterior water supply system piping shall be installed not less than sixty (60) inches below grade.

175.44 SUBSECTION P2603.5.1 AMENDED - - SEWER DEPTH. Subsection P2603.5.1 Sewer Depth, of the IRC, is hereby amended by deleting said subsection and inserting in lieu thereof the following:

Subsection P2603.5.1 Sewer Depth Building sewers shall be a minimum of forty-eight (48) inches below grade.

175.45 SUBSECTION 1007.2 ADDITION - - CONTINUITY AND COMPONENTS. Subsection 1007.2, Continuity and Components, Of the IBC, is hereby amended by adding the following #11 to said subsection:

Subsection 1007.2 Continuity and Components #11 Components of exterior walking surfaces shall be hard surfaced.

175.46 SECTION 1008 ADDITION - - DOORS, GATES AND TURNSTILES. Section 1008, Doors, Gates and Turnstiles, of the IBC, is hereby amended by adding the following subsection:

Subsection 1008.1.6.1 Frost Protection Exterior landings at doors shall be provided with frost protection.

175.47 SUBSECTION 1012.4 ADDITION - - (HANDRAIL) CONTINUITY. Subsection 1012.4, Continuity, of the IBC, is hereby amended by adding the following exception:

Subsection 1012.4 Continuity exception 5 Handrails within a dwelling unit or serving an individual dwelling unit of groups R-2 and R-3 shall be permitted to be interrupted at one location in a straight stair when the rail terminates into a wall or ledge and is offset and immediately continues.

175.48 SUBSECTION 1027.5 ADDITION - - ACCESS TO A PUBLIC WAY. Subsection 1027.5, Access to a Public Way, Of the IBC, is hereby amended by adding the following subsection:

Subsection 1027.5.1 Access to a Public Way Components of exterior walking surfaces shall be hard surfaced.

175.49 SUBSECTION 1029.3 AMENDED - - (EMERGENCY ESCAPE AND RESCUE) MAXIMUM HEIGHT FROM FLOOR. Subsection 1029.3, Maximum Height From Floor, of the IBC, is hereby amended by adding the following exception:

Subsection 1029.3 Maximum Height From Floor exception 1 Within individual units of Group R-2 and R-3 occupancies where a window is provided as a means of escape and rescue opening from a basement it shall have a sill height of not more than 44 inches above the floor or landing. Where a landing is provided the landing shall be not less than 36 inches wide, not less than 18 inches out from the exterior wall, and not more than 24 inches in height. The landing shall be permanently affixed to the floor below and the wall under the openable area of the window it serves.

175.50 SUBSECTION 1029.5 - - WINDOW WELLS. Subsections 1029.5, Window Wells, of the IBC, is hereby amended by adding the following subsection:

Subsections 1029.5.3 Window well drainage All window wells shall be provided with approved drainage.

175.51 CHAPTER 13 ENERGY EFFICIENCY AND CHAPTER 11 [RE] AMENDED - - ENERGY EFFICIENCY. Chapter 13, Energy Efficiency, of the IBC and Chapter 13 [RE], Energy Efficiency, of the IRC, are hereby amended by deleting said chapters and inserting in lieu thereof the following:

Chapter 13 Energy Efficiency (IBC) and Chapter 11 (IRC). The provisions of the International Energy Code as currently adopted and amended by the Iowa State Building Code Bureau shall apply to all matters governing the design and construction of buildings for energy efficiency. Administration shall be as prescribed in “this code” and these regulations shall be known as the Van Meter Energy Code.

175.52 TABLE 1405.2 ADDITION - - MINIMUM THICKNESS OF WEATHER COVERINGS. Table 1405.2, Minimum Thickness of Weather Coverings, of the IBC, is hereby amended by adding the following footnote:

Table 1405.2 Minimum Thickness of Weather Coverings footnote f Vinyl siding shall be provided with a weather-resistant sheathing paper.

175.53 SUBSECTION 1405.14 ADDITION - - VINYL SIDING. Subsection 1405.14, Vinyl Siding, of the IBC, is hereby amended by adding a new subsection as follows:

Subsection 1405.14.2 Water-Resistive Barrier Required An approved water-resistive barrier shall be provided under all vinyl siding.

175.54 SUBSECTION 1608.2 AMENDED - - GROUND SNOW LOADS. Subsection 1608.2, Ground Snow Loads, of the IBC, is hereby amended by deleting said section and inserting in lieu thereof the following:

Subsection 1608.2 Ground Snow Load The ground snow load to be used in determining the design snow load for roofs is hereby established at 30 pounds per square foot. Subsequent increases or decreases shall be allowed as otherwise provided in the building code, except that the minimum allowable flat roof snow load may be reduced to not less than 80 percent of the ground snow load.

175.55 SECTION 1612 AMENDED - - FLOOD LOADS. Section 1612, Flood Loads, of the IBC, is hereby amended by deleting said section and inserting in lieu thereof the following section:

Section 1612.1 General Floodplain Construction Standards The following standards are established for construction occurring within the one-hundred-year flood elevation:

A. All structures shall:

1. Be adequately anchored to prevent flotation, collapse or lateral movement of the structure;
2. Be constructed with materials and utility equipment resistant to flood damage; and
3. Be constructed by methods and practices that minimize flood damage.

B. Residential buildings: All new or substantially improved residential structures shall have the lowest floor, including basement, elevated a minimum of one foot above the one-hundred-year flood level. Construction shall be upon compacted fill which shall, at all points, be no lower than one foot above the one-hundred-year flood level and extend at such elevation at least eighteen feet beyond the limits of any structure erected thereon. Alternate methods of elevating (such as piers) may be allowed, subject to favorable consideration by the Code Official where existing topography, street grades, or other factors preclude elevating by fill. In such cases, the methods used must be adequate to support the structure as well as withstand the various forces and hazards associated with flooding.

C. Nonresidential buildings: All new or substantially improved nonresidential buildings shall have the first floor (including basement) elevated a minimum of one foot above the one-hundred-year flood level, or together with attendant utility and sanitary systems, be floodproofed to such a level.

D. When floodproofing is utilized, a professional engineer registered in the State of Iowa shall certify that the floodproofing methods used are adequate to withstand the flood depths, pressures, velocities, impact and uplift forces and other factors associated with the one-hundred-year flood; that the structure, below the one-hundred-year flood level, is watertight with walls substantially impermeable to the passage of water. A record of the certification indicating the specific elevation (in relation to mean sea level) to which any structures are floodproofed shall be maintained by the Code Official.

E. Mobile homes shall be anchored to resist flotation, collapse, or lateral movement by providing over-the-top and frame ties to ground anchors. Specific requirements are that:

1. Over-the-top ties be provided at each of the four corners of the mobile home with two additional ties per side at intermediate locations for mobile homes 50 feet or more in length or one such tie for mobile homes less than 50 feet in length;
2. Frame ties be provided at each corner of the home with five additional ties per side at intermediate points for mobile homes 50 feet in length;
3. All components of the anchoring system be capable of carrying a force of four thousand eight hundred pounds; and
4. Any additions to the mobile home be similarly anchored.

F. Mobile homes shall be placed on lots or pads elevated by means of compacted fill so that the lowest floor of the mobile home will be a minimum of one foot above the one-hundred-year flood level. In addition, the tie-down specification of Section 175.04.350 subsection E must be met and adequate surface drainage and access for a hauler must be provided.

G. New mobile homes, expansions to existing mobile homes and mobile home lots where the repair, reconstruction or improvement of the streets, utilities, and pads equals or exceeds fifty percent before the repair, reconstruction or improvement has commenced shall provide:

1. Lots or pads that have been elevated by means of compacted fill so that the lowest floor of mobile homes will be a minimum of one-foot above the one-hundred-year flood level;
2. Ground anchors for mobile homes.

H. Storage of materials and equipment that are flammable, explosive or injurious to human, animal or plant life is prohibited unless elevated a minimum of one foot above the one-hundred-year flood level. Other material and equipment must either be similarly elevated or:

1. Not be subject to major flood damage and be anchored to prevent movement due to flood waters; or
2. Be readily removable from the area within the time available after flood warning.

Section 1612.2 Special floodway standards.

The following standards are established for construction occurring within a designated floodway.

A. Structures, buildings and sanitary and utility systems, if permitted, shall meet the applicable general floodplain standards and shall be constructed or aligned to present the minimum possible resistance to flood flows.

B. Buildings, if permitted, shall have a low flood damage potential and shall not be for human habitation.

175.56 SUBSECTION 1809.5 ADDITION - - FROST PROTECTION. Subsection 1809.5, Frost Protection, of the IBC, is hereby amended by adding the following exception 4:

Exception 4 Detached garages, accessory to Group R-2 and R-3 occupancies, 1010 square feet or less in size of light frame wood construction and detached garages of 400 square feet or less in size of other than light frame wood construction and more than 10 feet from a dwelling or attached garage may be provided with a floating slab which shall include a thickened slab edge of a minimum 8 inches thick and tapered or squared from a width of 6 inches to 12 inches and have floors of Portland cement concrete not less than 4 inches thick. Garage areas shall have all sod and/or debris removed prior to installation of said floor.

175.57 APPENDIX G ADOPTED - - SWIMMING POOLS, SPAS AND HOT TUBS. Appendix G, Swimming Pools, Spas and Hot Tubs, of the IRC, is hereby adopted by reference and shall be in full force and effect in this chapter.

175.58 SUBSECTION 3109.2 AND AG102 DEFINITION AMENDED - - SWIMMING POOL. Subsection 3109.2, Definition, of the IBC and AG102, Definitions, of the IRC, is hereby amended by deleting said definition and inserting in lieu thereof the following:

Swimming Pool. Any structure intended for swimming, recreational bathing or wading that is capable of containing water over 24 inches deep. This includes in-ground, above-ground and on-ground pools; hot tubs; spas and fixed-in-place wading pools, but excludes manmade lakes or ponds created through the collection of storm water or drainage runoff.

175.59 SECTION 3401.3 AMENDED - - COMPLIANCE. Section 3401.3, Compliance, of the IBC, is hereby amended by deleting said section and inserting in lieu thereof the following:

Section 3401.3 Compliance Alterations, repairs, additions and changes of occupancy to existing structures shall comply with the provisions for alterations, repairs, additions and changes of occupancy in the Van Meter Fire Code, Van Meter Plumbing Code, Van Meter Fuel Gas Code, Van Meter Property

Maintenance and Housing Code, Van Meter Mechanical Code, Van Meter Electrical Code, Van Meter Energy Code, Van Meter Residential Code and the Van Meter Zoning Code. The provisions of this code shall not be deemed to nullify or lessen any provisions of local, state or federal law.

II. SECTION 2.2

2. That 155.03, Section 2 is repealed and shall be replaced by adding the following new Chapter:

CHAPTER 176 MECHANICAL CODE

Section Number	Title	IMC Section
176.01	Short Title	
176.02	Adoption of Mechanical Code	
176.03	Amendments, Modification, Additions and Deletions	
176.04	Deletions	
176.05	Conflicts	
176.06	Title	101.1
176.07	General (Building & Zoning Administrator)	103.1
176.08	Permit Acquisition	106.1.1
176.09	Permits Not Required	106.2
176.10	Expiration	106.4.3
176.11	Schedule of Permit Fees	106.5.2
176.12	Fee Refunds	106.5.3
176.13	Violation Penalties	108.4
176.14	Stop Work orders	108.5
175.15	Refrigerant Piping	1107.2

176.01 SHORT TITLE. This chapter shall be known as the Van Meter Mechanical Code, and may be cited as such, and may be referred to herein as this chapter

176.02 ADOPTION OF MECHANICAL CODE. The *International Mechanical Code 2012 Edition*; published by the International Code Council, Inc., is adopted in full except for such portions as may be hereinafter deleted, modified or amended. A copy of the *International Mechanical Code 2012 Edition*, as adopted and a copy of this chapter are on file in the office of the Code Official.

176.03 AMENDMENTS, MODIFICATIONS, ADDITIONS AND DELETIONS. The *International Mechanical Code, 2012 Edition* (hereinafter known as the IMC), is amended as hereinafter set out in Sections 176.04 through 176.15.

176.04 DELETIONS. The following are deleted from the IMC and are of no force or effect in this chapter:

Subsection 106.4.4 Extensions, Section 109 Means of Appeal.

176.05 CONFLICTS. In the event requirements of this code conflict with applicable State and Federal requirements, the more stringent shall apply.

176.06 SUBSECTION 101.1 AMENDED - - TITLE. Subsection 101.1, Title, of the IMC, is hereby deleted and there is enacted in lieu thereof the following subsection:

Subsection 101.1 Title. These regulations shall be known as the Van Meter Mechanical Code, hereinafter known as “this code.”

176.07 SUBSECTION 103.1 ADDITION - - GENERAL. Subsections 103.1, General, of the IMC, is hereby amended by adding the following paragraph to said subsection:

Subsection 103.1 Building and Zoning Administrator The term Code Official is intended to also mean the Building and Zoning Administrator and his or her representatives or designees, who are herewith delegated the same powers, authorities, duties and responsibilities as designated for the Code Official.

176.08 SUBSECTION 106.1.1 ADDITION - - PERMIT ACQUISITION. Subsection 106.1.1 Permit acquisition, of the IMC, is hereby established by adding the following:

Subsection 106.1.1 Permit acquisition

1. Permits are not transferable. Mechanical work performed under the provisions of this chapter must be done by a contractor meeting the licensing provisions as set forth by the State of Iowa Plumbing and Mechanical Systems Board in accordance with Iowa Code Chapter 105. A responsible person or mechanical professional licensed by the State of Iowa Plumbing and Mechanical Systems Board as a “Master” may sign and obtain a permit for the contractor for which they are employed only when said responsible person or “Master” has provided proof of employment or written confirmation by said licensed contractor. Any permit required by the provisions of this code may be revoked by the Code Official upon the violation of any provision of this code.
2. A State of Iowa licensed Mechanical contractor shall be allowed only to secure permits for himself or herself, or for a single firm or corporation. When a State of Iowa licensed Mechanical contractor has secured such a permit, only the employees of such contractor when meeting the provisions of Iowa Code Chapter 105 shall perform the work for which the permit was obtained.
3. For purposes of this section, an “employee” shall be one employed by the contractor, firm or corporation for a wage or salary. A contractor may be required by the Code Official to show positive evidence as to the employee status of workers on the job. Such evidence shall be in the form of payroll and time records, canceled checks, or other such documents.
4. The contractor may also be required to show the agreement or contract pertaining to the work being questioned as evidence that said contractor is, in fact, the actual contractor for such work. Failure or refusal by the contractor to make available such employee or contractual records within 24 hours from demand therefor shall be grounds for immediate revocation of any permit for the work in question.

176.09 SUBSECTION 106.2 ADDITION - - PERMITS NOT REQUIRED. Subsection 106.2, Permits not required, of the IMC, is hereby amended by adding the following #9 to said subsection:

Subsection 106.2 Permits not required 9. Replacement or relocation of existing house ventilation fans, bathroom exhaust, dryer vents, window air conditioners and extension of existing supply and return ductwork.

176.10 SUBSECTION 106.4.3 AMENDED - - EXPIRATION. Subsection 106.4.3 Expiration, of the IMC, is hereby amended by deleting said subsection and inserting in lieu thereof the following:

Subsection 106.4.3 12 Month Expiration Every permit issued under the provisions of this Code shall expire twelve (12) months from the date of issue, unless the application is accompanied by a construction schedule of specific longer duration, in which instance the permit may be issued for the term of the construction schedule, with approval of the Code Official. If the work has not been completed by the expiration date of the permit, no further work shall be done until the permit shall have been renewed by the owner or his or her agent and by payment of the renewal fee as established by Resolution of the City Council, and provided no changes have been made in plans or location. Upon approval, permits may be extended for no more than two periods not exceeding 180 days each.

176.11 SUBSECTION 106.5.2 AMENDED - - SCHEDULE OF PERMIT FEES. Subsection 106.5.2 Fee schedule, of the IMC, is hereby amended by deleting said subsection and inserting in lieu thereof the following:

Subsection 106.5.2 Fee schedule Permits shall not be issued until the fees, as set forth and established by resolution of the City Council, have been paid to the City of Van Meter. An amended permit or a supplemental permit for additional construction shall not be issued until the permit fee(s) for the additional work has been paid.

176.12 SUBSECTION 106.5.3 AMENDED- - FEE REFUNDS. Subsection 106.5.3, Fee refunds, of the IMC, is hereby amended by deleting said subsection and inserting in lieu thereof the following:

Subsection 106.5.3 Fee refunds The Code Official is authorized to establish a refund policy.

176.13 SUBSECTION 108.4 AMENDED - - VIOLATION PENALTIES. Subsection 108.4, Violation penalties, of the IMC, is hereby amended by deleting said subsection and inserting in lieu thereof the following:

Subsection 108.4 Violation penalties Any person who violates a provision of this code or fails to comply with any of the requirements thereof or who erects, installs, alters or repairs mechanical work in violation of the approved construction documents or directive of the Code Official, or of a permit issued under the provisions of this code, shall be subject to penalties as prescribed by law.

176.14 SUBSECTION 108.5 AMENDED - - STOP WORK ORDER. Subsection 108.5, Stop Work Orders, of the IMC, is hereby amended by deleting the last sentence of said subsection and inserting in lieu thereof the following:

Any person who shall continue any work on the system after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be subject to penalties as prescribed by law.

176.15 SUBSECTION 1107.2 AMENDED - - REFRIGERANT PIPING. Subsection 1107.2, Refrigerant piping, of the IMC, is hereby amended by deleting the last sentence thereto.

III. SECTION 2.3

3. That 155.03, Section 3 is repealed and shall be replaced by adding the following new Chapter:

Chapter 178 PLUMBING CODE

Section Number	Title	IPC Section
178.01	Short Title	
178.02	Adoption of Plumbing Code	
178.03	Amendments, modification, additions and deletions	
178.04	Deletions	
178.05	Conflicts	
178.06	Title	101.1
178.07	General (Building & Zoning Administrator)	103.1
178.08	State Plumbing Code	105.2.1
178.09	Permit Acquisition	106.1.1
178.10	Expiration	106.5.3
178.11	Retention of Construction Documents	106.5.6
178.12	Fee Schedule	106.6.2
178.13	Fee Refunds	106.6.3
178.14	Violation Penalties	108.4
178.15	Stop Work Order	108.5
178.16	Freezing	305.4
178.17	Sewer Depth	305.4.1
178.18	Substitution	410.3
178.19	Material, joints and connections (underground copper)	605.1.1
178.20	Building Sewer (minimum size)	703.6
178.21	Backwater Valves (exception)	715.1
178.22	Basement Floor Drain Venting (exception)	901.2.1
178.23	Roof Extension (vent)	903.1
178.24	Grease Interceptors	1003.3

Chapter 178 PLUMBING CODE

178.01 SHORT TITLE.

This chapter shall be known as the Van Meter Plumbing Code, and may be cited as such, and may be referred to herein as this chapter

178.02 ADOPTION OF PLUMBING CODE.

The International Plumbing Code 2012 Edition; published by the International Code Council, Inc., is adopted in full except for such portions as may be hereinafter deleted, modified or amended. A copy of the International Plumbing Code 2012 Edition, as adopted, and a copy of this chapter are on file in the office of the Code Official.

178.03 AMENDMENTS, MODIFICATIONS, ADDITIONS AND DELETIONS.

The International Plumbing Code, 2012 Edition (hereinafter known as the IPC), is amended as hereinafter set out in Sections 178.04 through 178.24.

178.04 - - DELETIONS.

The following are deleted from the IPC and are of no force or effect in this chapter:

Subsection 106.5.4 Extensions, Section 109 Means of Appeal.

178.05 REFERENCED CODES - - CONFLICTS. In the event requirements of this code conflict with applicable State and Federal requirements, the more stringent shall apply.

178.06 SUBSECTION 101.1 AMENDED - - TITLE. Subsection 101.1, Title, of the IPC is hereby deleted and there is enacted in lieu thereof the following subsection:

Subsection 101.1 Title. These regulations shall be known as the Plumbing Code of the City of Van Meter, hereinafter known as “this code.”

178.07 SUBSECTION 103.1 ADDITION - - GENERAL. Subsections 103.1, General, of the IPC, is hereby amended by adding the following paragraph to said subsection:

Subsection 103.1 Building and Zoning Administrator The term Code Official is intended to also mean the Building and Zoning Administrator and his or her representatives or designees, who are herewith delegated the same powers, authorities, duties and responsibilities as designated for the Code Official.

178.08 SUBSECTION 105.2 ADDITION - - ALTERNATE MATERIALS, METHODS AND EQUIPMENT. Subsection 105.2, Alternate materials, methods and equipment, of the IPC, is hereby amended by adding the following subsection 105.2.1 and exception:

Subsection 105.2.1 - Uniform Plumbing Code, As Currently Adopted Edition The Uniform Plumbing Code, as prepared and edited by the International Association of Plumbing and Mechanical Officials, as currently adopted and amended by the Plumbing and Mechanical Systems Board, Iowa Department of Public Health, is hereby approved as an alternate equivalent method for complete plumbing systems.

Subsection 105.2.1, Administration exception 1 Administrative regulations shall be as prescribed in the International Plumbing Code, 2012 Edition, as amended in this ordinance.

181.09 SUBSECTION 106.1.1 ADDITION - - PERMIT ACQUISITION. Subsection 106.1.1 Permit acquisition, of the IPC, is hereby established by adding the following:

Subsection 106.1.1 Permit acquisition

5. Permits are not transferable. Plumbing work performed under the provisions of this chapter must be done by a contractor meeting the licensing provisions as set forth by the State of Iowa Plumbing and Mechanical Systems Board in accordance with Iowa Code Chapter 105. A plumber licensed by the State of Iowa Plumbing and Mechanical Systems Board as a “Master” may sign and obtain a permit for the contractor for which they are employed only when said “Master” has

provided proof of employment by said licensed contractor. Any permit required by the provisions of this code may be revoked by the Code Official upon the violation of any provision of this code.

6. A State of Iowa licensed Plumbing contractor shall be allowed only to secure permits for himself or herself, or for a single firm or corporation. When a State of Iowa licensed Plumbing contractor has secured such a permit, only the employees of such contractor when meeting the provisions of Iowa Code Chapter 105 shall perform the work for which the permit was obtained.
7. For purposes of this section, an “employee” shall be one employed by the contractor, firm or corporation for a wage or salary. A contractor may be required by the Code Official to show positive evidence as to the employee status of workers on the job. Such evidence shall be in the form of payroll and time records, canceled checks, or other such documents.
8. The contractor may also be required to show the agreement or contract pertaining to the work being questioned as evidence that said contractor is, in fact, the actual contractor for such work. Failure or refusal by the contractor to make available such employee or contractual records within 24 hours from demand therefore shall be grounds for immediate revocation of any permit for the work in question.
5. Homeowners (owner/occupants) qualifying for the homestead tax exemption may acquire permits for their principal residence (not an apartment) and appurtenant accessory structures for plumbing work, not to include connection within the public right-of-way to the public main of sewer, water and storm lines, after having passed the Van Meter Plumbing Homeowner’s exam.

178.10 SUBSECTION 106.5.3 AMENDED - - EXPIRATION. Subsection 106.5.3 Expiration, of the IPC, is hereby amended by deleting said subsection and inserting in lieu thereof the following:

Subsection 106.5.3 12 Month Expiration Every permit issued under the provisions of this Code shall expire twelve (12) months from the date of issue, unless the application is accompanied by a construction schedule of specific longer duration, in which instance the permit may be issued for the term of the construction schedule, with approval of the Code Official. If the work has not been completed by the expiration date of the permit, no further work shall be done until the permit shall have been renewed by the owner or his or her agent and by payment of the renewal fee as established by Resolution of the City Council, and provided no changes have been made in plans or location. Upon approval, permits may be extended for no more than two periods not exceeding 180 days each.

178.11 SUBSECTION 106.5.6 AMENDED - - RETENTION OF CONSTRUCTION DOCUMENTS. Section 106.5.6, Retention of construction documents, of the IPC, is hereby amended by deleting said subsection and inserting in lieu thereof the following:

Subsection 106.5.6 Retention of construction documents One set of construction documents shall be retained by the Code Official until final approval of the work covered therein.

178.12 SUBSECTION 106.6.2 AMENDED - - FEE SCHEDULE. Subsection 106.6.2 Fee schedule, of the IPC, is hereby amended by deleting said subsection and inserting in lieu thereof the following:

Subsection 106.6.2 Fee schedule Permits shall not be issued until the fees, as set forth and established by resolution of the City Council, have been paid to the City of Van Meter. An amended permit or a supplemental permit for additional construction shall not be issued until the permit fee(s) for the additional work has been paid.

178.13 SUBSECTION 106.6.3 AMENDED- - FEE REFUNDS. Subsection 106.6.3, Fee refunds, of the IPC, is hereby amended by deleting said subsection and inserting in lieu thereof the following:

Subsection 106.6.3 Fee refunds The Code Official is authorized to establish a refund policy.

178.14 SUBSECTION 108.4 AMENDED - - VIOLATION PENALTIES. Subsection 108.4, Violation penalties, of the IPC, is hereby amended by deleting said subsection and inserting in lieu thereof the following:

Subsection 108.4 Violation penalties Any person who violates a provision of this code or fails to comply with any of the requirements thereof or who erects, installs, alters or repairs plumbing work in violation of the approved construction documents or directive of the Code Official, or of a permit issued under the provisions of this code, shall be subject to penalties as prescribed by law.

178.15 SUBSECTION 108.5 AMENDED - - STOP WORK ORDER. Subsection 108.5, Stop Work Orders, of the IPC, is hereby amended by deleting the last sentence of said subsection and inserting in lieu thereof the following:

Any person who shall continue any work on the system after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be subject to penalties as prescribed by law.

178.16 SUBSECTION 305.4 AMENDED - - FREEZING. Subsection 305.4 Freezing, of the IPC, is hereby amended by deleting the last sentence of said subsection and inserting in lieu thereof the following:

Subsection 305.4 Freezing Exterior water supply system piping shall be installed not less than sixty (60) inches below grade.

178.17 SUBSECTION 305.4.1 AMENDED - - SEWER DEPTH. Subsection 305.4.1 Sewer Depth, of the IPC, is hereby amended by deleting said subsection and inserting in lieu thereof the following:

Subsection 305.4.1 Sewer Depth Building sewers shall be a minimum of forty-eight (48) inches below grade.

178.18 SECTION 410.3 ADDITION - - SUBSTITUTION. Subsection 410.3 Substitution, of the IPC, is hereby amended by adding the following exception:

Subsection 410.3 Minimum number of fixtures exception Water coolers or bottled water dispensers in accessible locations and within accessible reach ranges may be substituted for the initial drinking fountain in business occupancies with an occupant load of not more than 30 and mercantile occupancies with an occupant load of not more than 100. (re: IBC chapter 11, T1902.1 and IPC T 403.1 footnote e)

178.19 SECTION 605 ADDITION - - MATERIALS, JOINTS AND CONNECTIONS. Section 605 Materials, joints and connections, of the IPC, is hereby amended by adding the following subsection:

Subsection 605.1.1 Underground Copper Copper tube for underground piping shall have a weight of not less than type K.

178.20 SECTION 703 ADDITION - - BUILDING SEWER. Section 703 Building Sewer, of the IPC, is hereby amended by adding the following subsection:

Subsection 703.6 Minimum Building Sewer Size The minimum diameter for a building sewer shall be four (4) inches.

178.21 SUBSECTION 715.1 ADDITION - - BACKWATER VALVES. Subsection 715.1 Sewage Backflow, of the IPC, is hereby amended by adding the following:

Subsection 715.1 Sewage backflow exception 1 The requirements of this section shall apply when determined necessary by the Code Official based on local conditions.

178.22 SUBSECTION 901.2.1 ADDITION - - VENTING REQUIRED. Subsection 901.2.1 Venting Required, of the IPC, is hereby amended by adding the following exception:

Subsection 901.2.1 Venting Required exception A vent is not required on a three inch basement floor drain provided its drain branches into the building drain on the sewer side at a distance of five feet or more from the base of the stack and the branch line to such floor drain is not more than twelve feet in length.

178.23 SUBSECTION 903.1 AMENDED - - ROOF EXTENSION. Subsection 903.1 Roof Extension, of the IPC, is hereby amended by deleting said subsection and inserting in lieu thereof the following:

Subsection 903.1 Roof Extension All open vent terminals which extend through a roof shall be terminated not less than 6 inches above the roof nor less than 1 foot from any vertical surface. Where a roof is used for any purpose other than weather protection, the vent extension(s) shall terminate not less than 7 feet above the roof.

178.24 SUBSECTION 1003.3 AMENDED - - GREASE INTERCEPTORS. Subsection 1003.3 Grease Interceptors, of the IPC, is hereby amended by deleting said subsection and inserting in lieu thereof the following:

Subsection 1003.3 Grease Interceptors Grease Interceptors shall comply with the requirements of the adopted Van Meter Ordinance Chapter 101.

IV. SECTION 2.4

4. That 155.03, Section 5 is repealed and shall be replaced by adding the following new Chapter:

CHAPTER 180 FIRE CODE

Section Number	Title	IFC Section
180.01	Short Title	
180.02	Adoption of Fire Code	
180.03	Amendments, modifications, additions and deletions	
180.04	Deletions	
180.05	Amendments, Modifications, Additions and Deletions	

180.06	Title	101.1
180.07	General	103.1
180.08	Appointment	103.2
180.09	Types Of Permits	105.1.2
180.10	Work Commencing Before Permit Issuance	113.3
180.11	Open Flame Cooking Devices	308.1.4
180.12	Key Boxes - - Installation Requirements	506.3
180.13	Where Required (fire hydrant spacing)	507.5.1
180.14	Single and Multiple-station smoke alarms	907.2.11
180.15	Fire Department Connections	912.1.1
180.16	Continuity and Components	1007.2 #11
180.17	Doors (frost protection)	1008.1.6.1
180.18	Handrails (elevation/#risers)	1009.15
180.19	Continuity (handrails)	1012.4
180.20	Access to Public Way	1027.5.1
180.21	Maximum Height From Floor (emergency escape and rescue)	1029.3 (exc)
180.22	Window Wells	1029.5.3
180.23	Fire Safety and Means of Egress Requirements For Existing Buildings – Multi-Family Rental Dwelling units and Buildings – Effective Date	Chapter 11
180.24	Above ground Outside Flammable/Combustible Storage (District Limits)	5704.1
180.25	Bulk plants Or Terminals Not Allowed	5706.4.0
180.26	Liquefied Petroleum Gas (District Limit)	6104.2.1

180.01 SHORT TITLE. This chapter shall be known as the Van Meter Fire Code, and may be cited as such, and may be referred to herein as this chapter

180.02 ADOPTION OF FIRE CODE. The *International Fire Code 2012 Edition*, published by the International Code Council, Inc., is adopted in full except for such portions as may be hereinafter deleted, modified or amended. A copy of the *International Fire Code 2012 Edition*, as adopted, and a copy of this chapter are on file in the office of the Code Official.

180.03 AMENDMENTS, MODIFICATIONS, ADDITIONS AND DELETIONS. The *International Fire Code, 2012 Edition* (hereinafter known as the IFC), is amended as hereinafter set out in Sections 180.04 through 180.26.

180.04 DELETIONS. The following are deleted from the IFC and are of no force or effect in this chapter:

Subsection 102.6 Historic buildings, Section 108 Board of Appeals.

180.05 REFERENCED CODES - - AMENDMENTS, MODIFICATIONS, ADDITIONS AND DELETIONS. The remaining sections in this chapter represent amendments to the requirements contained in the IFC. In the event requirements of this code conflict with applicable State and Federal requirements, the more stringent shall apply.

180.06 SUBSECTION 101.1 AMENDED - - TITLE. Subsection 101.1, Title, of the IFC, is hereby deleted and there is enacted in lieu thereof the following section:

Subsection 101.1 Title. These regulations shall be known as the Van Meter Fire Code, hereinafter known as “this code.”

180.07 SUBSECTION 103.1 ADDITION - - GENERAL. Subsection 103.1, General, of the IFC, is hereby amended by adding the following paragraph to said subsection:

Subsection 103.1 Building and Zoning Administrator The term Fire Code Official is intended to also mean the Building and Zoning Administrator and shall hereinafter be referred to as Code Official and his or her representatives or designees, who are herewith delegated the same powers, authorities, duties and responsibilities as designated for the Code Official.

180.08 SUBSECTION 103.2 ADDITION - - APPOINTMENT. Subsection 103.2, Appointment, of the IFC, is hereby amended by adding the following paragraph to said subsection:

Subsection 103.2 – Building & Zoning Administrator There is also hereby established the position of Building & Zoning Administrator, who shall be designated by the Planning & Building Director. The Building and Zoning Administrator shall have authority to file a complaint in any court of competent jurisdiction charging a person with the violation of this title. The Building and Zoning Administrator shall have whatever additional duties the Planning & Building Director may prescribe.

180.09 SUBSECTION 105.1.2 ADDITION - - TYPES OF PERMITS. Subsection 105.1.2, Types of Permits, of the IFC, is hereby amended by adding the following paragraphs to said subsection:

Subsection 105.1.2 Certificate of Occupancy A certificate of occupancy issued pursuant to provisions of the *International Building Code* may be assumed to comply with Section 1. Operational Permit.

Subsection 105.1.2 Other Permits Building, Mechanical, Electrical and Plumbing permits issued pursuant to provisions of their respective codes may be assumed to comply with Section 2. Construction Permit.

180.10 SUBSECTION 113.3 ADDITION - - WORK COMMENCING BEFORE PERMIT ISSUANCE. Subsection 113.3, Work Commencing Before Permit Issuance, of the IFC, is hereby amended by adding the following sentence after said subsection:

Subsection 113.3 Work commencing before permit issuance Said fee shall be 100 percent of the usual permit fee in addition to the required permit fees.

180.11 SUBSECTION 308.1.4 AMENDED - - OPEN FLAME COOKING DEVICES. Subsection 308.1.4, Open Flame Cooking Devices, of the IFC, is hereby amended by deleting exception 3 and inserting in lieu thereof the following:

Subsection 308.1.4 Open Flame Cooking Devices exception 3 LP- cooking devices having an LP-gas container with a water capacity greater than 47.7 pounds (nominal 20 pound LP gas capacity) shall not be located on combustible balconies, decks or within 10 feet of any combustible construction.

180.12 SECTION 506 ADDITION - - KEY BOXES (INSTALLATION REQUIREMENTS). Section 506, Key Boxes, of the IFC, is hereby amended by adding a new subsection as follows:

Subsection 506.3 – Key Box Installation Requirements Buildings provided with an alarm system or a sprinkler system shall be provided with a key box at the front of the building typically adjacent to the main front door(s) at a height of five feet above grade or at a location as directed by the Code Official.

180.13 SUBSECTION 507.5 AMENDED - - WHERE REQUIRED (FIRE HYDRANT SPACING). Subsection 507.5.1, Where Required, of the IFC, is hereby amended by deleting said subsection, including exceptions, and inserting in lieu thereof the following subsection and exception:

Subsection 507.5.1– Where required (fire hydrant spacing) Locate at street intersections or as approved by City subject to the following spacing:

507.5.1.1 Residential: 400 foot; maximum coverage: 86,000 SF.

507.5.1.2 Commercial: 400 foot; maximum coverage: 86,000 SF.

507.5.1.3 No part of a proposed single family dwelling or duplex shall be more than 250 feet from a hydrant unless said building is sprinklered.

507.5.1.4 No part of a multi-family, commercial or industrial building shall be more than 200 feet from a fire hydrant unless said building is fully sprinklered.

Subsection 507.5.1– Where required (fire hydrant spacing) exception: For Group R-3 and Group U occupancies and for buildings equipped with an approved automatic sprinkler system installed in accordance with Section 903.3.1.1 or 903.3.1.2 the distance requirements may be modified when approved by the Code Official.

180.14 SUBSECTION 907.2.11 AMENDED - - SINGLE AND MULTIPLE-STATION SMOKE ALARMS. Subsection 907.2.11, Single and Multiple-station smoke alarms, of the IFC, is hereby amended by deleting said subsection and inserting in lieu thereof the following:

Subsection 907.2.11 Single and Multiple-station smoke alarms Listed single- and multiple-station smoke alarms complying with UL 217 shall be installed in accordance with provisions of this code and the household fire warning equipment provision of NFPA 72. Smoke alarms shall be addressable with sounder bases and tied into the building fire alarm system as a supervisory signal only. Mini horns are not required if notification from a building fire alarm system is through the smoke alarms with sounder bases.

180.15 SECTION 912 ADDITION - - FIRE DEPARTMENT CONNECTIONS. Section 912, Fire department connections, of the IFC, is hereby amended by adding a new subsection and exception as follows:

Subsection 912.1.1 Storz fire department connection The fire department connection(s) shall be a five-inch (5") Storz type connector(s) compatible with the hose couplings currently used by the Van Meter Fire Department.

Subsection 912.1.1 Storz fire department connection exception 1 A fire department connection having the standard internal threaded swivel fittings of 2 1/2 inches NST may be substituted for the five-inch Storz connection with the approval of the Code Official where system pressures may exceed hose test pressure or water supply could require an extensive hose lay to the structure.

180.16 SUBSECTION 1007.2 ADDITION - - CONTINUITY AND COMPONENTS. Subsection 1007.2, Continuity and Components, Of the IFC, is hereby amended by adding the following #11 to said subsection:

Subsection 1007.2 Continuity and Components #11 Components of exterior walking surfaces shall be hard surfaced.

180.17 SUBSECTION 1008.1 ADDITION - - DOORS. Subsection 1008.1, Doors, of the IFC, is hereby amended by adding a new subsection as follows:

Subsection 1008.1.6.1 Frost protection Exterior landings at doors shall be provided with frost protection.

180.18 SUBSECTION 1009.15 ADDITION - - HANDRAILS. Subsection 1009.15, Handrails, of the IFC is hereby amended by adding the following exception:

Subsection 1009.15 Handrails exception 6 Changes in elevation of four or more risers within individual units of Group R-2 and R-3 occupancies require a handrail on at least one side.

180.19 SUBSECTION 1012.4 ADDITION - - (HANDRAIL) CONTINUITY. Subsection 1012.4, Continuity, of the IFC, is hereby amended by adding the following exception:

Subsection 1012.4 Continuity exception 5 Handrails within a dwelling unit or serving an individual dwelling unit of groups R-2 and R-3 shall be permitted to be interrupted at one location in a straight stair when the rail terminates into a wall or ledge and is offset and immediately continues.

180.20 SUBSECTION 1027.5 ADDITION - - ACCESS TO A PUBLIC WAY. Subsection 1027.5, Access to a Public Way, of the IFC, is hereby amended by adding the following subsection:

Subsection 1027.5.1 Access to a Public Way Components of exterior walking surfaces shall be hard surfaced.

180.21 SUBSECTION 1029.3 AMENDED - - (EMERGENCY ESCAPE AND RESCUE) MAXIMUM HEIGHT FROM FLOOR. Subsection 1029.3, Maximum Height From Floor, of the IFC, is hereby amended by adding the following exception:

Subsection 1029.3.1 Maximum height from floor Within individual units of Group R-2 and R-3 occupancies where a window is provided as a means of escape and rescue opening from a basement it shall have a sill height of not more than 44 inches above the floor or landing. Where a landing is provided the landing shall be not less than 36 inches wide, not less than 18 inches out from the exterior wall, and not more than 24 inches in height. The landing shall be permanently affixed to the floor below and the wall under the openable area of the window it serves.

180.22 SUBSECTION 1029.5 ADDITION - - WINDOW WELLS. Subsection 1029.5, Window wells, of the IFC, is hereby amended by adding a new subsection as follows:

Subsection 1029.5.3 Window well drainage All window wells shall be provided with approved drainage.

180.23 CHAPTER 11 AMENDED - - FIRE SAFETY AND MEANS OF EGRESS REQUIREMENTS FOR EXISTING BUILDINGS. Chapter 11, Construction Requirements For Existing Buildings, of the IFC, is hereby amended by adding the following subsections and an effective date for these requirements in multi-family residential buildings including rental dwelling units as follows:

Subsection 1103.7.6.1 Manual Fire Alarms, Group R-2, Including Existing Multi-Family Rental Dwelling Units and Buildings - effective July 1, 2015, a manual fire alarm system shall be installed in buildings with more than 16 units in accordance with subsection 1103.7.6 of the IFC and for rental dwelling units and buildings shall be confirmed no later than the next rental registration renewal inspection thereafter.

Subsection 1103.9.1 Carbon Monoxide Alarms, Group R-2, Including Existing Multi-Family Rental Dwelling Units and Buildings – effective July 1, 2015, carbon monoxide alarms shall be installed in accordance with subsection 1103.9 of the IFC and for rental dwelling units and buildings shall be confirmed no later than the next rental registration renewal inspection thereafter.

Subsection 1104.3.1 Exit Sign Illumination, Group R-2, Including Existing Multi-Family Rental Dwelling Units and Buildings – effective July 1, 2015, exit sign illumination shall be installed in accordance with subsections 1104.3 and 1104.4 of the IFC and for rental dwelling units and buildings shall be confirmed no later than the next rental registration renewal inspection thereafter.

Subsection 1104.5 #8.1 Illumination Emergency Power, Group R-2, Including Existing Multi-Family Rental Dwelling Units and Buildings – effective July 1, 2015, illumination emergency power shall be installed in accordance with subsection 1104.3 of the IFC and for rental dwelling units and buildings shall be confirmed no later than the next rental registration renewal inspection thereafter.

180.24 SECTION 5704 ADDITION - - STORAGE (TANKS) - - STORAGE OF FLAMMABLE OR COMBUSTIBLE LIQUIDS IN OUTSIDE ABOVEGROUND TANKS - - DISTRICT LIMITS. Section 5704 Storage, of the IFC, is hereby amended by adding a new subsection as follows:

Subsection 5704.1.1 - - Storage of flammable or combustible liquids in outside aboveground tanks - - District Limits Storage of flammable or combustible liquids in outside aboveground tanks is prohibited in all zoning districts except M-1, M-2 and U-1 zones; provided, however, that such storage in M-1 and U-1 zones shall be limited as follows:

A. In an M-1 zoning district the maximum liquid storage capacity for any one tank shall be five hundred fifty gallons and the maximum aggregate liquid storage capacity of all tanks at any one site shall be one thousand one hundred gallons. All storage tank installations permitted under this subsection shall be limited to rear yards of the property on which such tanks are installed and shall be screened from public view; further, all such installations shall be subject to prior site plan review and approval by the Plan and Zoning Commission.

B. In a U-1 zoning district the maximum liquid storage capacity for any one tank shall be twelve thousand five hundred gallons and the maximum aggregate liquid storage capacity of all tanks at any one site shall be twenty-five thousand gallons. All storage tank installations permitted under this subsection shall be screened from view from property lines, if necessary.

C. All storage tank installations otherwise permitted under subsections A and B of this section and shall be in conformance with the NFPA, the *International Fire Code* and all other applicable federal, state and municipal statutes, rules and regulations.

180.25 SUBSECTION 5706.4 AMENDED - - BULK PLANTS OR TERMINALS - MAXIMUM CAPACITY WITHIN ESTABLISHED LIMITS (BULK PLANTS NOT ALLOWED). Subsection 5706.4, Bulk plants or terminals, of the IFC, is hereby amended by adding a new subsection as follows:

5706.4.0 Bulk Plants. For the purposes of Sections 1 through 3, "bulk plants" means that portion of the property where refined flammable or combustible liquids are received by tank, vessel, pipeline, tank car or tank vehicle, and are stored or blended in bulk for the purpose of distributing such liquids in tank, vessel, pipeline, tank car or tank vehicle or container.

(1) Location of bulk plants with aboveground storage facilities.

No new bulk plant with aboveground storage facilities shall be constructed within the city; except in the case that the facility is located on property owned by the City of Van Meter or the Van Meter Regional Airport Authority.

(2) Location of bulk plants with underground storage facilities.

No new bulk plant with underground storage facilities shall be constructed within any zoning district in the city except in the M-1 and M-2 zoning districts.

(3) Existing bulk plants--Subject to provisions.

Any bulk plant which is in operation prior to adoption of this ordinance, may continue to remain in operation so long as it remains otherwise lawful, subject to the following provisions:

(A) No such bulk plant may be enlarged or altered in a way which would increase its storage capacity unless such additional storage capacity is installed underground.

(B) Should any of the storage facilities be destroyed by any means, the same may be rebuilt, providing that such storage facilities are installed underground.

180.26 SUBSECTION 6104.2 ADDITION - - MAXIMUM CAPACITY WITHIN ESTABLISHED LIMITS. Subsection 6104.2 Maximum capacity within established limits, of the IFC, is hereby amended by adding a new subsection as follows:

Subsection 6104.2.1 Bulk storage of liquefied petroleum gases Bulk storage of liquefied petroleum gas shall be allowed only in the M-2 zoning district.

V. SECTION 2.5

5. That 155.03, Section 7 is repealed and shall be replaced by adding the following new Chapter:

CHAPTER 177 PROPERTY MAINTENANCE & HOUSING CODE

Section Number	Title	IPMC Section
177.01	Short Title	
177.02	Adoption of Property Maintenance Code	
177.03	Amendments, Modification, Additions and Deletions	
177.04	Deletions	
177.05	Conflicts	
177.06	Title	101.1
177.07	Application of Other Codes	102.3
177.08	Housing Code	102.11
177.09	General (Building & Zoning Administrator)	103.1
177.10	Fees	103.5
177.11	Work Commencing Before Permit Issuance	103.6
177.12	Fee Refunds	103.7
177.13	Weeds	302.4
177.14	Insect Screens	304.14
177.15	Clothes Dryer Transition Duct	403.5
177.16	Room Area	404.4.1

177.17	Heat Supply	602.3
177.18	Occupiable Work Spaces	602.4
177.19	Receptacles	605.2

177.01 SHORT TITLE. This chapter shall be known as the Van Meter Property Maintenance and Housing Code, and may be cited as such, and may be referred to herein as this chapter

177.02 ADOPTION OF PROPERTY MAINTENANCE CODE. The International Property Maintenance Code 2012 Edition; published by the International Code Council, Inc., is adopted in full except for such portions as may be hereinafter deleted, modified or amended. A copy of the International Property Maintenance Code 2012 Edition, as adopted and a copy of this chapter are on file in the office of the Code Official.

177.03 AMENDMENTS, MODIFICATIONS, ADDITIONS AND DELETIONS. The International Property Maintenance Code, 2012 Edition (hereinafter known as the IPMC), is amended as hereinafter set out in Sections 177.04 through 177.19.

177.04 DELETIONS. The following are deleted from the IPMC and are of no force or effect in this chapter:

Section - 111 Means Of Appeal

177.05 CONFLICTS. In the event requirements of this code conflict with applicable State and Federal requirements, the more stringent shall apply.

177.06 SECTION 101.1 AMENDED - - TITLE. Subsection 101.1, Title, of the IPMC is hereby deleted and there is enacted in lieu thereof the following subsection:

Subsection 101.1 Title. These regulations shall be known as the Property Maintenance and Housing Code of the City of Van Meter, hereinafter known as “this code.”

177.07 SUBSECTION 102.3 AMENDED - - APPLICATION OF OTHER CODES. Subsection 102.3 Application of other codes, of the IPMC, is hereby amended by deleting said subsection and inserting in lieu thereof the following:

Subsection 102.3 Application of other codes Repairs, additions or alterations to a structure, or changes of occupancy, shall be done in accordance with the procedures and provisions, as applicable, of the Van Meter Building Code, Van Meter Residential Code, Van Meter Mechanical Code, Van Meter Fuel Gas Code, Van Meter Plumbing Code, Van Meter Fire Code, the Van Meter Electrical Code and the Van Meter Zoning Code.

177.08 SUBSECTION 102.11 ADDITION - - HOUSING CODE. Subsection 102.11, Housing Code is hereby established by adding the following subsections:

102.11.1 Housing Code. In addition to provisions of the Property Maintenance Code of the City of Van Meter, this section shall be hereafter known as the city housing code and may be cited as such and will be referred to as such in this section.

102.11.2 Scope. The provisions of this section shall be deemed to apply to all dwellings or portions thereof used or designed or intended to be used for human habitation. All occupancies in

existing buildings may be continued as provided in previously adopted Building Code(s) except such structures as are found to be substandard as defined in this code. Where any building or portion thereof is used or intended to be used as a combination apartment house-hotel, the provisions of this code shall apply to the separate portions as if they were separate buildings. Every roominghouse or lodginghouse shall comply with all of the requirements of this code applicable to dwellings.

102.11.3 Dwellings--Definition. A dwelling is any house or building or portion thereof which is occupied in whole or in part as a home or residence of one or more human beings, either permanently or transiently. No part of a building hereafter constructed as or altered into a dwelling may be occupied in whole or in part for human habitation until the issuance of a certificate by the Code Official that such part of the dwelling conforms to requirements relative to dwellings hereafter erected. The certificate shall be issued within fourteen days after written application therefore if the dwelling at the date of such application shall be entitled thereto. Such certificate shall hereafter be known as an occupancy certificate.

102.11.4 Housing inspector. The city council may designate, by resolution, the Building and Zoning Administrator and his or her representatives or designees as housing inspectors, or, the city council may, by resolution, approve certain qualified firms or persons who by training or experience are familiar with the provisions of this code to perform inspections of rental dwelling units in the city, to insure their compliance with this code. The inspectors appointed under the provisions of this section shall be charged with the responsibility of performing inspections of rental dwelling units in the city only, but shall not be charged with the duty of enforcing the provisions of this chapter. The Code Official shall be responsible for the enforcement of this chapter and may also make any inspections required under the provisions of this chapter.

102.11.5 Regular inspections. Regular inspections of rental dwelling units shall be required every three years in the case of multiple-family dwellings and every five years in the case of unattached single-family rental units and duplexes.

102.11.6 Application for a certificate. Every person, firm or corporation that offers for rent a dwelling or portion(s) thereof within the city shall submit to the Planning & Building Department, on forms provided, an application requesting an inspection certificate. Such application shall be accompanied by an inspection and application fee in an amount established by council resolution. Upon receipt of such application, the city shall cause an inspection of the premises and, if the same comply with the provisions of this chapter, issue an inspection certificate. If the premises fail to comply, the housing inspector shall notify the applicant in writing, stating the reasons for such noncompliance.

102.11.7 Additional inspections. In addition to the inspections required under Section 102.11.4, the city inspector or inspectors are also empowered to make similar inspections of all rental units as frequently as may be necessary and may make inspection at any reasonable time on a written complaint submitted by the owner, tenant or other person concerned; the city will make special provisions in the case of elderly and handicapped persons in order to insure that their housing facilities are adequate.

102.11.8 Inspection fees for additional inspections. When an inspection is made at the request of the owner, an inspection fee as provided in Section 102.11.6 shall be charged. If an inspection is made at the written request of a tenant and the dwelling is found to be in noncompliance, due to an omission of the owner, such owner shall be responsible for the re-inspection fee. No inspection shall be conducted at the request of a tenant unless the tenant has first submitted his complaint, in

writing, to the landlord, no less than ninety-six hours before making such complaint to the city. If, after a written complaint by the tenant, the dwelling is found to comply, or if such noncompliance is due to conduct on the part of the tenant, the tenant shall be liable for the cost of such inspection. If such costs are not paid by the tenant within thirty days from date of billing, the city may initiate an action in law or in equity to recover the same, in which event the tenant shall be liable for reasonable attorney fees. No fee shall be charged to the owner for such inspection. In the event an inspection is initiated by the city or at the request of a person other than the owner or tenant, and if the building is found to be in noncompliance, the owner shall be liable for such inspection fees. In the event that on the date of the inspection the building complies with the provisions of the housing code, no fee shall be charged. In the event that on the date of inspection a dwelling fails to comply with the provisions of the housing code, which necessitates additional inspections, the owner shall be liable for the cost of such re-inspections. All fees required under this chapter shall be paid prior to the issuance or renewal of the inspection certificate.

102.11.9 Entrance and survey of buildings. The building inspector and all inspectors and employees of the building department and such other persons as may be authorized by the city council may, without fee, except as provided in Section 102.11.8, enter, examine, make necessary records and survey all rental dwellings within the city. If entry into the interior portion of a dwelling unit is required, twenty-four hours' notice to the tenant shall be given by the city. The owner or his agent or representative and the lessee and occupant of every rental dwelling and every person having the care and management of the same shall, at all reasonable times when required by such officers or persons, give them free access to such rental dwellings and premises. The owner of a rental dwelling, and his agents and employees, shall have right of access to such dwellings at reasonable times for the purpose of bringing about compliance with the provisions of this chapter or any order issued thereunder.

102.11.10 Inspection certificate required. From and after the first day of January, 1983, no person shall rent, lease, let, operate, or otherwise allow the occupancy of any dwelling unless such person holds a valid inspection certificate as is required by this chapter.

102.11.11 Reinspection. The inspection certificate issued under this chapter shall expire in three years after the original date of its issuance in the case of multiple-family dwellings, and in the case of single-family unattached dwellings and duplexes, it shall expire five years from the original date of its issuance, unless sooner revoked or suspended. The housing inspector shall inspect each such dwelling within sixty days prior to the expiration date of the certificate so that the Code Official may determine whether or not a new certificate shall be issued.

102.11.12 Issuance duration validation. If the dwelling and premises are found to comply with the requirements of this chapter, upon reinspection, the housing inspector shall issue a temporary inspection certificate. This certificate shall be valid for a period of thirty days from the date of inspection. It shall be presented to the Planning & Building Department within that period of time and, upon payment of the appropriate fees, the Code Official shall validate it.

102.11.13 Certificate displayed--Transferability. Inspection certificates shall be transferable to succeeding owners. They shall be displayed by the owner for the tenant to examine before the dwelling may be rented, leased or otherwise occupied.

102.11.14 Notice on sale of dwelling. Every person holding an inspection certificate under this chapter shall give notice in writing to the Code Official within ninety-six hours after having sold, transferred, conveyed or otherwise disposed of his ownership, interest in or control of any

dwelling. This notice shall include the name and address of the person succeeding to the ownership or control thereof.

102.11.15 Civil liability. The owner of any dwelling or of any building or structure upon the same lot with a dwelling, or of the lot, or any violation of this chapter, or where a nuisance as herein defined exists, who has been guilty of such violation or of creating or knowingly permitting the existence of such violation, or any occupant who shall violate or assist in violating any provisions of this chapter, shall also jointly and severally for each such violation and each such nuisance be subject to a civil penalty of fifty dollars to be recovered for the use of the Planning & Building Department in a civil action brought in the name of the municipality by the Code Official. Such person or persons and also the premises shall be liable in such case for all costs, expenses and disbursements paid or incurred by the Planning & Building Department, including attorneys' fees, paid or incurred by the city, by any of the officers, agents or employees thereof, in the removal of any such nuisance or violation.

102.11.16 Additional liability. Any person who, having been served with a notice or order to remove any such nuisance or violation, fails to proceed in good faith to comply with the notice or order within five days after such service, or continues to violate any provisions or requirements of this chapter in the respect named in such notice or order, shall also be subject to a civil penalty of one hundred dollars. For the recovery of such penalties, costs, expenses or disbursements, an action may be brought in a court of competent civil jurisdiction.

102.11.17 Action to enjoin. In case any dwelling, building or structure is constructed, altered, converted or maintained in violation of any provisions of this chapter or of any order or notice of the Code Official, or in case a nuisance exists in any such dwelling, building or structure or upon the lot on which it is situated, the Code Official may institute any appropriate action or proceeding to prevent such unlawful construction, alteration, conversion or maintenance, to restrain, correct or abate such violation, nuisance, to prevent the occupation of the dwelling, building or structure, or to prevent any illegal act, conduct business in or about such dwelling or lot.

102.11.18 Injunction. In any such action or proceeding, the Code Official may by a petition duly verified setting forth the facts apply to the district court for an order granting the relief for which the action or proceeding is brought, or for an order enjoining any persons from doing or permitting to be done any work in or upon such dwelling, building, structure or lot, or from occupying or using the same for any purpose until the entry of final judgment or order.

102.11.19 Authority to execute. In case any notice or order issued by such Code Official is not complied with, the Code Official may apply to the district court for an order authorizing him to execute and carry out the provisions of the notice or order, to correct any violation specified in the notice or order or to abate any nuisance in or about dwelling.

102.11.20 Eviction--Lease termination. If the occupant of a dwelling fails to comply with the provisions of this chapter after due and proper notice from the Code Official or from the owner, such failure to comply shall be deemed sufficient cause for the eviction of such occupant by the owner and for cancellation of his lease.

102.11.21 Duties of occupant. It is unlawful for any tenant to deliberately or recklessly destroy, deface, damage or remove a part of the premises or to knowingly permit any other person to do so, or to remove, without permission of the landlord, any furniture or other items of personal

property belonging to the land, or to cause damage resulting in noncompliance with the codes as adopted by the City of Van Meter.

102.11.22 Name and address of agent filed. Every owner, agent or lessee of a dwelling may file with the Planning & Building Department a notice containing the name and address of an agent of such dwelling, for the purpose of receiving service of all notices required by this chapter and also a description of the property by street number or otherwise as the case may be, in such manner as will enable the Planning & Building Department easily to find the same. The name of the owner or lessee may be filed as agent for such purpose.

102.11.23 Notice of actions. In any action brought by the Code Official in relation to a dwelling or injunction, vacation of the premises or abatement of nuisance, or to establish a lien thereon, or to recover a civil penalty, service of notice shall be in the manner provided by law for the service of original notices.

102.11.24 Rent collections. Rent shall not be recoverable by the owner or lessee of any dwelling unit which does not comply with the provisions of this chapter for any period of occupancy which commences on or after the date that the city gives notice to the owner and tenant of the provisions of this section. Rent shall not thereupon be recoverable by the owner of such dwelling unit until the city gives written notice to the owner and occupant that such dwelling unit has been issued a valid inspection certificate as required by this chapter.

177.09 SUBSECTION 103.1 ADDITION - - GENERAL. Subsections 103.1, General, of the IPMC, is hereby amended by adding the following paragraph to said subsection:

Subsection 103.1 Building and Zoning Administrator The term Code Official is intended to also mean the Building and Zoning Administrator and his or her representatives or designees, who are herewith delegated the same powers, authorities, duties and responsibilities as designated for the Code Official.

177.10 SUBSECTION 103.5 AMENDED - - FEES. Subsection 103.5, Fees, of the IPMC, is hereby amended by deleting said subsection and inserting in lieu thereof the following:

Subsection 103.5 Schedule of permit fees Permits and rental housing certificates shall not be issued until the fees, as set forth and established by resolution of the City Council, have been paid to the City of Van Meter. An amended permit or a supplemental permit for additional construction shall not be issued until the permit fee(s) for the additional work has been paid.

The permit fees shall be based upon the valuation of the proposed construction and shall be computed from tables set by resolution of the City Council, rental housing certificate fees shall be as established by resolution of the City Council.

177.11 SUBSECTION 103.6 ADDITION - - WORK COMMENCING BEFORE PERMIT ISSUANCE. Subsection 103.6, Work commencing before permit issuance, of the IPMC, is hereby established by adding the following subsection:

Subsection 103.6 Work commencing before permit issuance Any person who commences any work under the provisions of this ordinance before obtaining the necessary permits shall be subject to 100 percent of the usual permit fee in addition to the required permit fees.

177.12 SUBSECTION 103.7 ADDITION- - FEE REFUNDS. Subsection 103.7, Fee refunds, of the IPMC, is hereby amended by established by adding the following subsection:

Subsection 103.7 Fee refunds The Code Official is authorized to establish a refund policy.

177.13 SUBSECTION 302.4 AMENDED - - WEEDS. Subsection 302.4, Weeds of the IPMC, is hereby amended by deleting said subsection and inserting in lieu thereof the following:

Subsection 302.4 Weeds Weeds and tall grasses shall be regulated as defined in the City of Van Meter Municipal Ordinance

177.14 SUBSECTION 304.14 AMENDED - - INSECT SCREENS. Subsection 303.14, Insect Screens, of the IPMC, is hereby amended by inserting the following dates and deleting a portion of the last sentence as follows:

Subsection 303.14 Insect Screens (from date) April 1 (to date) October 31

Delete: and every screen door used for insect control shall have a self-closing device in good working condition

177.15 SUBSECTION 403.5 ADDITION- - CLOTHES DRYER DUCT. Subsection 403.5, Clothes dryer duct, of the IPMC, is hereby amended by adding the following subsection:

Subsection 403.5.1 Clothes Dryer Duct Transition ducts, in rental dwelling units and buildings, used to connect the dryer to the exhaust duct system shall be a single length that is listed and labeled in accordance with UL 2158A. Transition ducts shall be a maximum of 8 feet (2438 mm) in length and shall not be concealed within construction.

177.16 SUBSECTION 404.4.1 AMENDED - - ROOM AREA. Subsection 404.4.1, Room Area, of the IPMC, is hereby amended by deleting said subsection and inserting in lieu thereof the following:

Subsection 404.4.1 Room area Every living room shall contain at least 120 square feet and every bedroom shall contain at least 70 square feet. Where more than two persons occupy a bedroom the required floor area shall be increased at the rate of 50 square feet for each occupant in excess of two.

177.17 SUBSECTION 602.3 AMENDED - - HEAT SUPPLY. Subsection 602.3, Heat supply, of the IPMC, is hereby amended by inserting the following dates:

Subsection 602.3 Heat supply (from date) September 15 (to date) May 15

177.8 7 SUBSECTION 602.4 AMENDED - - OCCUPIABLE WORK SPACES. Subsection 602.4, Occupiable work spaces, of the IPMC, is hereby amended by inserting the following dates:

Subsection 602.4 Occupiable work spaces (from date) September 15 (to date) May 15

177.19 SUBSECTION 605.2 ADDITION- - RECEPTACLES. Subsection 605.2, receptacles, of the IPMC, is hereby amended by adding the following exception and subsequent subsection:

exception #1 Effective July 15, 2013, a bathroom receptacle shall be required in dwelling units permitted or constructed prior to 1978.

Subsection 605.2.1 Receptacles All 125-volt, single phase, 15- and 20- ampere receptacles, in rental dwelling units, within six feet of water sources shall be provided with ground fault circuit interrupter protection.

VI. SECTION 2.6

6. That 155.03, Section 10 is repealed and shall be replaced by adding the following new Chapter:

Chapter 181 FUEL GAS CODE

Section Number	Title	IFGC Section
181.01	Short Title	
181.02	Adoption of Fuel Gas Code	
181.03	Amendments, modification, additions and deletions	
181.04	Deletions	
181.05	Conflicts	
181.06	Title	101.1
181.07	General (Building & Zoning Administrator)	103.1
181.08	Permit Acquisition	106.1.1
181.09	Expiration	106.5.3
181.10	Retention of Construction Documents	106.5.6
181.11	Fee Schedule	106.6.2
181.12	Fee Refunds	106.6.3
181.13	Violation Penalties	108.4
181.14	Stop Work Orders	108.5
181.15	Metallic Piping Joints and Fittings (welded)	403.10

181.01 SHORT TITLE. This chapter shall be known as the Van Meter Fuel Gas Code, and may be cited as such, and may be referred to herein as this chapter

181.02 ADOPTION OF FUEL GAS CODE. The International Fuel Gas Code 2012 Edition; published by the International Code Council, Inc., is adopted in full except for such portions as may be hereinafter deleted, modified or amended. A copy of the International Fuel Gas Code 2012 Edition, as adopted and a copy of this chapter are on file in the office of the Code Official.

181.03 AMENDMENTS, MODIFICATIONS, ADDITIONS AND DELETIONS. The International Fuel Gas Code, 2012 Edition (hereinafter known as the IFGC), is amended as hereinafter set out in Sections 181.04 through 181.15.

181.04 - - DELETIONS. The following are deleted from the IFGC and are of no force or effect in this chapter:

Section 106.5.4 Extensions, Section 109 Means of Appeal.

181.05 REFERENCED CODES - - CONFLICTS. In the event requirements of this code conflict with applicable State and Federal requirements, the more stringent shall apply.

181.06 SUBSECTION 101.1 AMENDED - - TITLE. Subsection 101.1, Title, of the IFGC, is hereby deleted and there is enacted in lieu thereof the following subsection:

Subsection 101.1 Title. These regulations shall be known as the Fuel Gas Code of the City of Van Meter, hereinafter known as “this code.”

181.07 SUBSECTION 103.1 ADDITION - - GENERAL. Subsections 103.1, General, of the IFGC, is hereby amended by adding the following paragraph to said subsection:

Subsection 103.1 Building and Zoning Administrator The term Code Official is intended to also mean the Building and Zoning Administrator and his or her representatives or designees, who are herewith delegated the same powers, authorities, duties and responsibilities as designated for the Code Official.

181.08 SUBSECTION 106.1.1 ADDITION - - PERMIT ACQUISITION. Subsection 106.1.1 Permit acquisition, of the IFGC, is hereby established by adding the following:

Subsection 106.1.1 Permit acquisition

9. Permits are not transferable. Fuel Gas work performed under the provisions of this chapter must be done by a contractor meeting the licensing provisions as set forth by the State of Iowa Plumbing and Mechanical Systems Board in accordance with Iowa Code Chapter 105. A responsible person or mechanical professional licensed by the State of Iowa Plumbing and Mechanical Systems Board as a “Master” may sign and obtain a permit for the contractor for which they are employed only when said responsible person or “Master” has provided proof of employment or written confirmation by said licensed contractor. Any permit required by the provisions of this code may be revoked by the Code Official upon the violation of any provision of this code.

10. A State of Iowa licensed Mechanical contractor shall be allowed only to secure permits for himself or herself, or for a single firm or corporation. When a State of Iowa licensed Mechanical contractor has secured such a permit, only the employees of such contractor when meeting the provisions of Iowa Code Chapter 105 shall perform the work for which the permit was obtained.

11. For purposes of this section, an “employee” shall be one employed by the contractor, firm or corporation for a wage or salary. A contractor may be required by the Code Official to show positive evidence as to the employee status of workers on the job. Such evidence shall be in the form of payroll and time records, canceled checks, or other such documents.

12. The contractor may also be required to show the agreement or contract pertaining to the work being questioned as evidence that said contractor is, in fact, the actual contractor for such work. Failure or refusal by the contractor to make available such employee or contractual records within 24 hours from demand therefore shall be grounds for immediate revocation of any permit for the work in question.

181.09 SUBSECTION 106.5.3 AMENDED - - EXPIRATION. Subsection 106.5.3 Expiration, of the IFGC, is hereby amended by deleting said subsection and inserting in lieu thereof the following:

Subsection 106.5.3 12 Month Expiration Every permit issued under the provisions of this Code shall expire twelve (12) months from the date of issue, unless the application is accompanied by a construction schedule of specific longer duration, in which instance the permit may be issued for the term of the construction schedule, with approval of the Code Official. If the work has not been completed by the expiration date of the permit, no further work shall be done until the permit shall have been renewed by the owner or his or her agent and by payment of the renewal fee as established by Resolution of the City Council, and provided no changes have been made in plans or location. Upon approval, permits may be extended for no more than two periods not exceeding 180 days each.

181.10 SUBSECTION 106.5.6 AMENDED - - RETENTION OF CONSTRUCTION DOCUMENTS.

Subsection 106.5.6, Retention of construction documents, of the IFGC, is hereby amended by deleting said subsection and inserting in lieu thereof the following:

Subsection 106.5.6 Retention of Construction Documents One set of construction documents shall be retained by the Code Official until final approval of the work covered therein.

181.11 SUBSECTION 106.6.2 AMENDED - - FEE SCHEDULE. Subsection 106.6.2 Fee schedule, of the IFGC, is hereby amended by deleting said subsection and inserting in lieu thereof the following:

Subsection 106.6.2 Fee schedule Permits shall not be issued until the fees, as set forth and established by resolution of the City Council, have been paid to the City of Van Meter. An amended permit or a supplemental permit for additional construction shall not be issued until the permit fee(s) for the additional work has been paid.

181.12 SUBSECTION 106.6.3 AMENDED- - FEE REFUNDS. Subsection 106.6.3, Fee refunds, of the IFGC, is hereby amended by deleting said subsection and inserting in lieu thereof the following:

Subsection 106.6.3 Fee refunds The Code Official is authorized to establish a refund policy.

181.13 SUBSECTION 108.4 AMENDED - - VIOLATION PENALTIES. Subsection 108.4, Violation penalties, of the IFGC, is hereby amended by deleting said subsection and inserting in lieu thereof the following:

Subsection 108.4 Violation penalties Any person who violates a provision of this code or fails to comply with any of the requirements thereof or who erects, installs, alters or repairs Fuel Gas work in violation of the approved construction documents or directive of the Code Official, or of a permit issued under the provisions of this code, shall be subject to penalties as prescribed by law.

181.14 SUBSECTION 108.5 AMENDED - - STOP WORK ORDER. Subsection 108.5, Stop Work orders, of the IFGC, is hereby amended by deleting the last sentence of said subsection and inserting in lieu thereof the following:

Subsection 108.5 Stop Work Order Any person who shall continue any work on the system after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be subject to penalties as prescribed by law.

181.15 SUBSECTION 403.10 ADDITION - - METALLIC PIPING JOINTS AND FITTINGS. Subsection 403.10.1, Pipe joints, of the IFGC, is hereby amended by adding a new subsection as follows:

Subsection 403.10.1.1 Welded Pipe Joints All joints of wrought iron or steel gas piping larger than two-inch (2") standard iron pipe size and providing gas pressure of two (2) PSIG or greater shall be welded steel. All welded joints shall comply with the State of Iowa requirements and work shall be performed by certified welders.

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

SECTION 4: Severability Clause. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

SECTION 5: Effective Date. This ordinance shall be in effect after its final passage, approval and publication as provided by law.

Passed by the City Council of the City of Van Meter, Iowa, on this ____ day of _____, 2013, and approved this ____ day of _____, 2013.

ALLAN ADAMS, MAYOR

ATTEST:

JAKE ANDERSON, CITY ADMINISTRATOR

Support for: Agenda Item

#13 -

Ordinance amending the Council Compensation

Submitted for:
Action

Recommendation:
Approval

Sample Motions:

I move to approve the third reading of the proposed ordinance amending the council compensation.

I move to approve and adopt the proposed ordinance amending the council compensation.

ORDINANCE No. _____

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

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

SECTION 1: Purpose. The purpose of this Ordinance is to update the compensation for Council members reflected in the Van Meter Code of Ordinances.

SECTION 2: Amendment.

(A) Section 17.06 is hereby amended as follows:

17.06 COMPENSATION. The salary of each Council member is one thousand dollars (\$1,000.00) per year. ~~twenty five dollars (\$25.00) for each meeting of the Council attended.~~

(Code of Iowa, Sec. 372.13[8])

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

SECTION 4: Severability Clause. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

SECTION 5: Effective Date. This ordinance shall be in effect after its final passage, approval and publication as provided by law.

Passed by the City Council of the City of Van Meter, Iowa, on this _____ day of _____, 2013, and approved this _____ day of _____, 2013.

ALLAN ADAMS, MAYOR

ATTEST:

JAKE ANDERSON, CITY CLERK

Support for: Agenda Item

#14 -

Ordinance amending the Mayor Compensation

Submitted for:
Action

Recommendation:
Approval

Sample Motions:

I move to approve the third reading of the proposed ordinance amending the Mayor compensation.

I move to approve and adopt the proposed ordinance amending the Mayor compensation.

ORDINANCE No. _____

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

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

SECTION 1: Purpose. The purpose of this Ordinance is to update the compensation for the Mayor reflected in the Van Meter Code of Ordinances.

SECTION 2: Amendment.

(A) Section 15.04 is hereby amended as follows:

15.04 COMPENSATION. The salary of the Mayor is ~~two~~ four thousand dollars (\$24,000.00) per year, ~~plus thirty dollars (\$30.00) for every Council meeting attended.~~

(B) (Code of Iowa, Sec. 372.13[8])

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

SECTION 4: Severability Clause. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

SECTION 5: Effective Date. This ordinance shall be in effect after its final passage, approval and publication as provided by law.

Passed by the City Council of the City of Van Meter, Iowa, on this _____ day of _____, 2013, and approved this _____ day of _____, 2013.

ALLAN ADAMS, MAYOR

ATTEST:

JAKE ANDERSON, CITY CLERK

Support for: Agenda Item #17 - Reports

Submitted for:
Information

Recommendation:

Sample Motions:



505 Grant Street
 P.O. Box 160
 Van Meter, Iowa 50261

City Hall: 515-996-2644
 Fax: 515-996-2207
 Dispatch: 515-993-4567
 Cellular: 515-202-4154

VAN METER DEPARTMENT OF PUBLIC SAFETY

“Serving the Community”

VAN METER DEPARTMENT OF PUBLIC SAFETY MONTHLY ACTIVITY REPORT MONTH OF JUNE, 2013

VAN METER FIRE DEPARTMENT ACTIVITY REPORT

<u>CASE NUMBER</u>	<u>DATE</u>	<u>CALL TYPE</u>	<u>LOCATION</u>	<u>SYNOPSIS CALL FOR SERVICE</u>
2013-0054	6-1-13	VEHICLE FIRE	I-80 112 MM	DCSO DISPATCH TO A VEHICLE FIRE
2013-0055	6-4-13	MEDICAL CALL	36124 OLD PORTLAND RD	74 YOA MALE HAVING A STROKE
2013-0056	6-5-13	VEHICLE ACCIDENT	I-80 MM 111	TANKER TRUCK JACKKNIFE WITH DRIVER INJURED
2013-0057	6-5-13	TRAFFIC CONTROL	I-80 112 MM	DCSO REQUEST ADDITIONAL ASSISTANCE FOR TRAFFIC CONTROL RELATED TO 2013-0056
2013-0058	6-9-13	MEDICAL CALL	28607 360 TH STREET	59 YOA MALE WITH SEVERE BACK PAIN
2013-0059	6-11-13	MEDICAL CALL	27710 NORTHWOODS RD	59 YOA FEMALE ILL AND LETHARGIC
2013-0060	6-12-13	MEDICAL CALL	28925 360 TH LOT 6	13 YOA MALE FAINTED AND UNCONCIOUS
2013-0061	6-17-13	VEHICLE ACCIDENT	I-80 MM 112	JACK KNIFED SEMI WITH DIESEL ON ROADWAY
2013-0063	6-18-13	MEDICAL CALL	2457 105 TH STREET	MALE SUBJECT FELL
2013-0064	6-19-13	MEDICAL CALL	312 WILSON STREET	88 YOA FEMALE WITH RECTAL BLEEDING
2013-0065	6-24-13	FIRE CALL	1200 QUAILRIDGE AVE	HAY BALES ON FIRE MUTUAL AID FOR MADISON COUNTY
2013-0066	6-24-13	FIRE CALL	1200 QUAIL RIDGE AVE	HAY BALES REKINDLED MUTUAL AID FOR MADISON COUNTY

“SERVING THE COMMUNITY”



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VAN METER DEPARTMENT OF PUBLIC SAFETY

“Serving the Community”

<u>DIVISION</u>	<u>ALARMS</u>	<u>PERSONNEL</u>	<u>TIME</u>	<u>NOTES</u>
EMS	5	11	6 HRS. + 53 MIN.	
FIRE	5	14	17 HRS. + 9 MIN.	ONE CALL WAS A HAZARDOUS MATERIALS SPILL
OTHER	2	8	7 HRS. + 49 MIN.	1 CALL FOR TRAFFIC CONTROL ON I-80 AS IT WAS SHUT DOWN 1 CALL TO SEARCH FOR A LOST PERSON IN IMMEDIATE NEED OF ASSISTANCE

<u>TRAINING</u>	<u>PERSONNEL</u>	<u>TIME</u>	<u>NOTES</u>
OFFICER MEETING		2 HRS.	
DEPART MEETING		2 HRS.	
FIRE TRAINING		2 HRS.	
EMS TRAINING		1 HRS.	
LIVE TRAINING		14 HRS.	DESOTO HOUSE BURN

TOTAL FIRE/RESCUE/EMS CALL RESPONSE DUTY TIME	32 HOURS & 32 MINUTES
TOTAL TRAINING TIME	22 HOURS
TOTAL TIME IN SERVICE TO THE COMMUNITY	74 HOURS

** This does not include duty time for administrative functions, cleaning or equipment and station, repair of equipment etc. August’s report will begin including this information.



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VAN METER DEPARTMENT OF PUBLIC SAFETY

“Serving the Community”

<u>CASE NUMBER</u>	<u>DATE</u>	<u>CALL TYPE</u>	<u>LOCATION</u>	<u>SYNOPSIS CALL FOR SERVICE</u>
2013-0169	6-1-13	MVA	201 HAZEL STREET	MAILBOX WAS DAMAGED BY A MOTOR VEHICLE
2013-0170	6-1-13	SUSPICIOUS PERSON	505 GRANT STREET	REPORT OF SUBJECT GOING DOOR TO DOOR
2013-0171	6-1-13	CIVIL	204 2 ND AVE	GRANDMOTHER REPORTING 17 YOA GRANDDAUGHTER SLEEPING WITH 27 YOA RESIDENT. ADVISED HER IT WAS LEGAL. VMDPS DISPATCH TO VEHICLE FIRE
2013-0172	6-1-13	VEHICLE FIRE	I-80 112 MM	VEHICLE IN DITCH UNOCCUPIED
2013-0173	6-2-13	VEHICLE IN DITCH	200 BLK HAZEL	ACTIVE ALARM
2013-0174	6-2-13	ALARM	2475 MASON CR	REPORT OF THEFT FROM THE FROM THE LIBRARY. THE SUBJECT WAS ARRESTED
2013-0175	6-10-13	THEFT 4 TH	505 GRANT STREET	REPORT OF A SUSPICIOUS VEHICLE IN THE AREA.
2013-0176	6-10-13	SUSPICIOUS VEHICLE	700 ELM STREET	REPORT OF SUICIDAL RUNAWAY JUVENILE. LOCATED AT THE SCHOOL TRANSPORTED BY EMS VMFD ASSIST TO LOCATE
2013-0177	6-11-13	RUNAWAY JUNVEILE	402 ARLINGTON	STEPHANIE PARKINSON CALLED WANTING A COPY OF A REPORT
2013-0179	6-12-13	REQUEST FOR REPORT	505 GRANT STREET	KIDS HANGING ON CARS WITH SKATEBOARDS. VEHICLES WERE GONE ON ARRIVAL
2013-0180	6-15-13	RECKLESS DRIVING	2510 TRACEY AVENUE	ASSIST DEPUTYMARCHANT SEARCH FOR A SUBJECT WHO CALLED STATING HIS FRIEND FELL OFF THE FREIGHT TRAIN BETWEEN BOONEVILLE AND VAN METER AND IS DEAD OR HURT. WE WERE UTL ON ANYONE ON THE TRACKS.
2013-0181	6-16-13	DEAD OR INJURED PERSON	700 DEBRA DRIVE	VMDPS RESPONDED TO SEMI ACCIDENT
2013-0182	6-17-13	VEHICLE ACCIDENT	112 MM I-80	DCSO REPORT OF JUVENILES SHOOTING FIREWORKS. UNABLE TO LOCATE ANYONE.
2013-0183	6-18-13	FIREWORKS	VAN METER SCHOOLS	VMDPS RESPONDED TO ELDERLY FEMALE WITH RECTAL BREEDING
2013-0184	6-19-13	MEDICAL CALL	312 WILSON STREET	

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2013-0185	6-19-13	SUSPICIOUS ACTIVITY	505 GRANT STREET	FEMALE REQUESTED I CALL HER ABOUT A CALL SHE RECEIVED STATING THAT HER HUSBAND HAD CONTACT WITH THE P.D. HE DID NOT.
2013-0186	6-19-13	DRUG ACTIVITY	613 MAIN STREET	DCSO ADVISED TO CALL BRIAN ANDERSON. UPON DOING SO HE ADVISED A SILVER CAR WAS SITTING BY HIS GARAGE OCCUPIED BY TWO MALES USING DRUGS. HE CONFRONTED THEM AND TOLD THEM TO MOVE ON. THEY DID SO. HE COULD NOT PROVIDE ANY OTHER INFORMATION.
2013-0187	6-21-13	THEFT OF ANIMAL	212 WILSON STREET	SUBJECT REPORTED THEFT OF HIS DOG. HE LOCATED THE DOG THE NEXT DAY. IT RAN AWAY.
2013-0188	6-23-13	MINOR IN POSSESSION	100 HAZEL STREET	OFFICER CARTER OBSERVED A VEHICLE PARKED IN THE LOT FOR AN EXTENDED TIME. UPON CHECKING HE LOCATED A TEENAGER IN POSSESSION OF ALCOHOL. THE TEENAGER WAS ISSUED A CITATION FOR MINOR IN POSSESSION AND TURNED OVER TO PARENTS.
2013-0189	6-23-13	ALARM	CASEY'S GENERAL STORE	ACTIVE ALARM ISP125 CHECKED BEFORE MY ARRIVAL AT IT WAS SECURE
2013-0190	6-24-13	FIRE CALL	1200 QUAILRIDGE AVE	VMDPS RESPONDED TO A HAY BAIL FIRE
2013-0191	6-24-13	FIRE CALL	1200 QUAILRIDGE AVE	VMDPS RESPONDED TO A REKINDLE OF HAY BAILES
2013-0192	6-24-13	FIREWORKS	2675 TRACEY AVENUE	REPORT OF FIREWORKS. BRANDON BUEHLER ISSUED CITATION FOR DISCHARGE OF FIREWORKS
2013-0193	6-26-13	PARKING	224 ELM STREET	REPORT OF TRUCK PARKED IN ROADWAY AND ON YARD. WHEN IT WAS CHECKED TRUCK WAS PARKED IN THE RIGHT OF WAY WHERE THEY ARE ALLOWED TO PARK.
2013-0195 & 0196	6-28-13	DPQ	2600 BROOKVIEW	LOUD PARTY UPON IT BEING CHECKED THE MUSIC WAS NOT AN ISSUE
2013-0197	6-29-13	DOG AT LARGE	208 MEYER COURT	REPORT OF DOG IN THE POOL. THE DOGS BELONGED TO NEIGHBOR. NEIGHBOR CITED FOR DOG AT LARGE.
2013-0198	6-29-13	LOST CHILD	CASEY'S GENERAL STORE	REPORT OF 4 YOA MALE IN THE STORE THAT IS LOST. A COUNTRY KIDS DAYCARE EMPLOYEE

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CAME IN AND KNEW THE CHILD. THE EMPLOYEE TOOK THE CHILD HOME.

2013-0199	6-29-13	NAKED JUVENILES	600 BLK OF LAKEVIEW DRIVE	REPORT OF TWO THREE AND FOUR YEAR OLDS RUNNING AROUND NAKED. A FATHER TOLD THEM TO GO INSIDE AND THEY WENT INSIDE.
2013-0200	6-29-13	JUVENILE PARTY	2675 TRACEY AVENUE	DCSO DISPATCH TO JUVENILE PARTY. UPON SPEAKING WITH REPORTING PARTY IT WAS NOT AT THIS ADDRESS. IT WAS DOWN THE STREET AND WAS OVER UPON ARRIVAL.
2013-0201	6-30-13	CIVIL	209 S HAZEL ST.	A SUBJECT CALLED WANTING HELP DEALING WITH AL SUCKOW REFERENCE A RENTAL AT THE STORAGE FACILITY. SHE ACCUSED MR. SUCKOW OF USING PROFANITY AND BEING RUDE. I BARTERED WITH THE PARTIES SO THE CIVIL ISSUE COULD BE RESOLVED.

ADMINISTRATIVE UPDATE

The fire & police command have worked on the following issues during the month of June related to management of Department of Public Safety operations:

1. Raccoon River Days – Officer Carter, Officer Campbell and I worked Raccoon River Days. We setup the patrol vehicle so it could be toured through. Van Meter Fire was able to obtain the safety trailer and let kids and adults tour the trailer. Fire allowed the Boy Scouts to use their dunk tank to further their funds for their scouts.
2. RAGBRAI - This date is approaching fast. The fire department will be setting up Unit 828 at the intersection of Mill & Main. This vehicle will have a hydrant pressure light fog spraying to help the bicyclist cool off when they arrive. The medical station will be worked out of the municipal building on Grant Street. We will have five medics and eight firefighters available for the day. In addition, EMS is coordinated countywide. All supplies are being provided by Perry, Iowa and we will receive the supplies and additional help as necessary when the supplies move forward from Perry to Van Meter. Waukee Fire Department has graciously loaned us their EMS gator that can be used to answer calls in the area. We will have ten police officers for the day. Four will be assigned downtown. Two will be assigned to the Legion Hall. Two will be on random patrol at both locations. I and one officer will be available to take normal calls and respond to events where multiple officers may be needed. The officers will be paid through the JAAG program. This means that law enforcement costs for the city for RAGBRAI will be at no cost because we partner with other

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county agencies to work task forces and other events. Waukee again agreed to assist and has loaned us barricades for the event at no cost. The Dallas County Engineers have arranged a scrolling sign to be set on F90 the weekend before RAGBRAI advising residents that on the 23rd this will be the route and they may want to find alternate routes to work etc. The command staff will continue to work RAGBRAI planning and be ready for the day.

3. The new police vehicle was ordered for July 1, however, it is not scheduled to be built until July 22nd. It is now scheduled for delivery sometime in August. I am working with Iowa Prison Industries to produce a new design for the patrol car based on school colors.
4. July 1 I implemented a purchase order system for the Department of Public Safety. This will allow us to better track purchases and document the purchasing process. It requires command officers to complete a purchase request form containing three bids to include any local businesses that provide the services or products being bid. It solves an issue of invoices and documentation not being available for the city clerk. It tracks how the purchase was made and requires approval of the Director and/or City Administrator before a purchase is made.

COMMUNITY POLICING UPDATE

The following strides have been made in the community related to community policing:

1. Please place August 6, 2013 on your calendar. I will be asking the Mayor and Council to please participate in either block parties or an event in the city. I continue to present through the newsletter a neighborhood watch program to the community. I have had excellent feedback and several residents have stepped forward to ask to be block captains. I will continue to foster this program with a goal of having National Night Out on August 6, 2013. Neighborhood Watch signs along with Slow We Love Our Children signs will be placed throughout the city in July and August of 2013. Sheriff Leonard has asked to partner in our neighborhood watch effort and I am in discussions with him about that partnership at the moment.



2. The explorer post chartered this

is a reality. The post will be month and the first meeting is



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July 24th at the Waukee Fire Department. This post is a countywide post by design to give our residents that participate the ability to have a wider experience in exploring law enforcement. It also keeps the post viable for years to come. I have fifteen cadets signed up for the program which includes five Van Meter students. I will have the cadets come to a council meeting very soon.

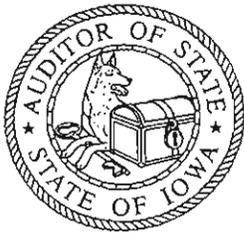
As always if you have any questions or concerns let me know. I invite each of you to come ride or spend time with me at the schools seeing how your police department works.

Respectfully Submitted,

William J. Daggett

William J. Daggett
Chief of Police (Director of Public Safety)

“SERVING THE COMMUNITY”



OFFICE OF AUDITOR OF STATE

STATE OF IOWA

State Capitol Building

Des Moines, Iowa 50319-0004

Telephone (515) 281-5834 Facsimile (515) 242-6134

Mary Mosiman, CPA

Auditor of State

June 25, 2013

Jake Anderson, City Administrator
City of Van Meter
PO Box 160
505 Grant Street
Van Meter, Iowa 50261

Dear Mr. Anderson:

You have requested an estimate of the audit costs for the operations of City of Van Meter for the year ending June 30, 2013. You have also requested an estimate of the annual examination costs for the City of Van Meter. This letter will provide those estimates, as well as a number of reasons why this office could furnish valuable assistance and services to your City.

Our practice consists entirely of governmental audits. Therefore, we possess a broad knowledge of practices and procedures utilized in other governmental units. This experience will be used to assist the City by proposing alternative practices or procedures, where appropriate, which may be more effective or cost-efficient than those presently used by the City.

The financial statements are the responsibility of the City's management. Our responsibility is to express opinions on these financial statements based on our audit. It is our understanding the City is on the cash basis of accounting. Our audit will be conducted in accordance with U.S. generally accepted auditing standards, Government Auditing Standards, issued by the Comptroller General of the United States and applicable Federal requirements. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit will provide a reasonable basis for our opinions.

Although the primary objective of an audit is to provide independent assurance that financial results are presented fairly and objectively and the Federal program(s) were administered properly, if applicable, other benefits will result as a part of our audit. At the conclusion of our field work, we will hold an exit conference with applicable City officials to discuss our observations and suggestions regarding internal control, operating and accounting policies and other matters worthy of management's attention. These discussions will be based on first-hand observations made by our understanding of the City and its environment, including its internal control.

We will tailor the scope of our audit procedures or examination procedures according to the strengths in the system of internal controls existing at the City. Under our approach, we will obtain an understanding of the City and its environment, including its internal control and design of relevant policies and procedures will be evaluated to determine whether these relevant policies and procedures have been implemented and determine the design of further audit procedures. The results of our procedures and our recommendations, if any, will be communicated to applicable City officials in accordance with professional standards. Any findings meeting the definition of significant deficiencies and/or material weaknesses as defined by applicable professional standards will be included within the audit report, as required.

We will assess control risk for relevant financial statement assertions related to each significant account balance or transaction class, including those relating to overall compliance with laws and regulations that have a direct and material effect on the financial statements. Our evaluation procedures should provide management with some excellent suggestions for improving operating procedures.

The personnel assigned to this engagement will be those individuals who have experience, demonstrated ability and specialized skills required for satisfactory completion of your service requirements. Our professional staff includes 36 Certified Public Accountants.

We are very aware of the need to be cost efficient in our audits and equitably bill for our services. Our fees are based upon the time spent on an engagement at estimated hourly rates currently ranging from \$47.00 to \$80.00 per hour, depending on the level of experience and training of the individuals assigned. These same estimated hourly rates would be billed for technical assistance. We also bill for out-of-pocket expenses, at cost, and for the statutory filing fee. It is our practice to submit for payment one bill upon completion and release of the audit report. We anticipate scheduling fieldwork during the month of December 2013. Report preparation and office review will be performed with delivery of a mutually agreed number of copies of the final report by March 31, 2014.

Based upon the information available, we estimate the cost to perform the audit for the year ending June 30, 2013, will not exceed the following, except as specifically agreed by the City of Van Meter and the Office of the Auditor of State. We have also included a not to exceed estimate for examination procedures.

	<u>Financial Audit</u>	<u>Examination Procedures</u>
Estimated hours	175	70
Estimated Fee	\$ 8,000	\$ 3,755
Estimated out-of-pocket expenses	<u>175</u>	<u>80</u>
Total audit cost	<u>\$ 8,175</u>	<u>\$ 3,835</u>

The actual bill may vary depending on the actual number of hours required to complete the work, although any assistance provided by City personnel would help reduce the final cost.

The estimates above do not include the required filing fee of \$175 as provided for under Iowa Code section 11.5, subsection 10.

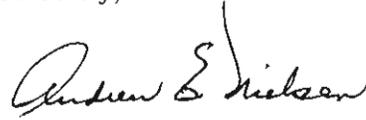
The above estimate for the financial audit does not include the cost of a Single Audit in accordance with Office of Management and Budget (OMB) Circular A-133. If a Single Audit is determined to be necessary, an additional estimate will be provided.

Periodic calls and/or limited consultation will not result in additional fees to the City. The City will be informed and concurrence requested prior to incurring costs above and beyond the cost to perform the audit.

We recognize the City may be able to contract for this audit at a lower fee. However, as previously stated, we believe the Office of Auditor of State is the leading authority to help assure the proper conduct of City affairs, which is the ultimate obligation of all City officials. We would fulfill our joint responsibilities in the most cost-effective manner possible.

We look forward to the opportunity to continue to provide our services to the City of Van Meter. Please feel free to contact me or Tami Kusian if we can provide any additional information.

Sincerely,



Andrew E. Nielsen, CPA
Deputy Auditor of State

AEN/gjp

ACCEPTANCE:

Financial Audit _____ Examination Procedures _____

By _____ Title _____

Date _____

Audit v. Examination

	Hours of Scrutiny	Percent of Service	Cost	Percent of Cost	Cost per hour of Scrutiny
Audit	175	100%	\$8,175.00	100%	\$ 46.71
Examination	70	40%	\$3,835.00	47%	\$ 54.79