

-NOTICE OF A PUBLIC MEETING-
Governmental Body: Van Meter City Council
Date of Meeting: Monday, February 28, 2022
Time/Place of Meeting: 6:00 p.m. – 910 Main Street

Meeting Agenda:

1. Call to Order
2. Approval of Agenda
3. Discussion and Possible Action
 - a. Pocket Park
 - b. F90/R16 Intersection
 - c. Boat Ramp
4. Discussion and Possible Action on Resolution concerning appointment and contract of a new City Administrator
5. Discussion and Possible Action on Resolution on Temporary Stipend
6. Discussion and Possible Action on an Employment Offer for the position of Deputy City Clerk
7. Des Moines Partnership Washington DC trip
8. Adjournment

CITY OF VAN METER

CONSTRUCTION PLANS FOR

POCKET PARK IMPROVEMENTS

60% CONSTRUCTION DOCUMENTS
JANUARY, 2022

GOVERNING SPECIFICATIONS

THE 2022 EDITION OF THE "IOWA STATEWIDE URBAN SPECIFICATIONS FOR PUBLIC IMPROVEMENTS".

MUTCD 2009 AS ADOPTED BY IOWA DEPARTMENT OF TRANSPORTATION.



NOTE: EXISTING UTILITY INFORMATION SHOWN ON THIS PLAN HAS BEEN PROVIDED BY THE UTILITY OWNER. THE CONTRACTOR SHALL FIELD VERIFY EXACT LOCATIONS PRIOR TO COMMENCING CONSTRUCTION AS REQUIRED BY STATE LAW. NOTIFY IOWA ONE CALL 1-800-292-8989 OR 811

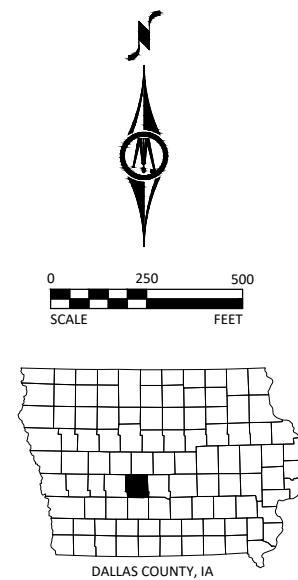
THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D UNLESS OTHERWISE NOTED. THIS UTILITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."

RESOURCE LIST	UTILITIES
CITY OF VAN METER	GAS
Van Meter City Hall	?
310 Mill Street	?
PO Box 160	?
Van Meter, IA 50261	
	TELEPHONE
City Administrator:	TOLL: ?
Kyle Michel	?
	?
Mayor: Allan Adams	?
	LOCAL: ?
City Council Members:	?
Lyn Lyon	?
Travis Brott	?
Joe Herman	?
Blake Grolmus	
Craig Greer	CABLE
	?
City Engineer:	?
	?
	?
	ELECTRIC
	?
	?
	?
	?

PROJECT LOCATION



MAP OF THE CITY OF VAN METER DALLAS COUNTY, IA



SHEET NUMBER	SHEET TITLE
A.01 - A.02	TITLE SHEET, LEGEND
B.01 - B.02	QUANTITIES & ESTIMATE REFERENCE NOTES
B.03 - B.04	DETAILS
C.01	LAYOUT PLAN
C.02	GRADING & UTILITIES PLAN
K.01	LANDSCAPE PLAN
R.01	REMOVALS PLAN
	ADD REMOVALS, QUANTITIES AND ERNS
	THIS PLAN SET CONTAINS <u>10</u> SHEETS.

I HEREBY CERTIFY THAT THE PORTION OF THIS TECHNICAL SUBMISSION DESCRIBED BELOW WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND RESPONSIBLE CHARGE. I AM A DULY LICENSED PROFESSIONAL LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF IOWA.

First M. Last, L.A.

REG. NO. ##### DATE: _____

MY LICENSE RENEWAL DATE IS _____ MONTH DAY, YEAR

PAGES OR SHEETS COVERED BY THIS SEAL:

ALL SHEET

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.

First M. Last, P.E.

REG. NO. ##### DATE: _____

MY LICENSE RENEWAL DATE IS _____ MONTH DAY, YEAR

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⚡ BM=XXXX.XX DESCRIPTION STATION LOCATION	PROJECT DATUM: HORIZONTAL: VERTICAL:	RECORD DRAWING INFORMATION OBSERVER: CONTRACTOR: DATE:
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EXISTING TOPOGRAPHIC SYMBOLS

	ACCESS GRATE		SATELLITE DISH
	AIR CONDITION UNIT		SIGN TRAFFIC
	ANTENNA		SIGNAL CONTROL CABINET
	AUTO SPRINKLER CONNECTION		SOIL BORING
	BARRICADE PERMANENT		SIREN
	BASKETBALL POST		TELEPHONE BOOTH
	BENCH		TILE INLET
	BIRD FEEDER		TILE OUTLET
	BOLLARD		TILE RISER
	BUSH		TRANSFORMER-ELECTRIC
	CATCH BASIN RECTANGULAR CASTING		TREE-CONIFEROUS
	CATCH BASIN CIRCULAR CASTING		TREE-DEAD
	CURB STOP		TREE-DECIDUOUS
	CLEAN OUT		TREE STUMP
	CULVERT END		TRAFFIC ARM BARRIER
	DRINKING FOUNTAIN		TRAFFIC SIGNAL
	DOWN SPOUT		TRASH CAN
	FILL PIPE		UTILITY MARKER
	FIRE HYDRANT		VALVE
	FLAG POLE		VALVE POST INDICATOR
	FLARED END / APRON		VALVE VAULT
	FUEL PUMP		VAULT
	GRILL		VENT PIPE
	GUY WIRE ANCHOR		WATER SPIGOT
	HANDHOLE		WELL
	HANDICAP SPACE		WETLAND DELINEATED MARKER
	IRRIGATION SPRINKLER HEAD		WETLAND
	IRRIGATION VALVE BOX		WET WELL
	LIFT STATION CONTROL PANEL		YARD HYDRANT
	LIFT STATION		
	LIGHT POLE		
	MAILBOX		
	MANHOLE-COMMUNICATION		
	MANHOLE-ELECTRIC		
	MANHOLE-GAS		
	MANHOLE-HEAT		
	MANHOLE-SANITARY SEWER		
	MANHOLE-STORM SEWER		
	MANHOLE-UTILITY		
	MANHOLE-WATER		
	METER		
	ORDER MICROPHONE		
	PARKING METER		
	PAVEMENT MARKING		
	PEDESTAL-COMMUNICATION		
	PEDESTAL-ELECTRIC		
	PEDESTRIAN PUSH BUTTON		
	PICNIC TABLE		
	POLE-UTILITY		
	POST		
	RAILROAD SIGNAL POLE		
	REGULATION STATION GAS		

PROPOSED TOPOGRAPHIC SYMBOLS

	CLEANOUT
	MANHOLE
	LIFT STATION
	STORM SEWER CIRCULAR CASTING
	STORM SEWER RECTANGULAR CASTING
	STORM SEWER FLARED END / APRON
	STORM SEWER OUTLET STRUCTURE
	STORM SEWER OVERFLOW STRUCTURE
	CURB BOX
	FIRE HYDRANT
	WATER VALVE
	WATER REDUCER
	WATER BEND
	WATER TEE
	WATER CROSS
	WATER SLEEVE
	WATER CAP / PLUG
	RIP RAP
	DRAINAGE FLOW
	TRAFFIC SIGNS
	LIGHT POLE

SURVEY SYMBOLS

	BENCH MARK LOCATION
	CONTROL POINT
	MONUMENT IRON FOUND
	CAST IRON MONUMENT

EXISTING TOPOGRAPHIC LINES

	RETAINING WALL
	FENCE
	FENCE-DECORATIVE
	GUARD RAIL
	TREE LINE
	BUSH LINE

SURVEY LINES

	CONTROLLED ACCESS BOUNDARY
	CENTERLINE
	EXISTING EASEMENT LINE
	PROPOSED EASEMENT LINE
	EXISTING LOT LINE
	PROPOSED LOT LINE
	EXISTING RIGHT-OF-WAY
	PROPOSED RIGHT-OF-WAY
	SETBACK LINE
	SECTION LINE
	QUARTER LINE
	SIXTEENTH LINE
	TEMPORARY EASEMENT

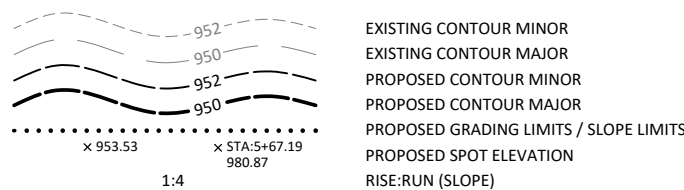
EXISTING UTILITY LINES

	FORCEMAIN
	SANITARY SEWER
	SANITARY SERVICE
	STORM SEWER
	STORM SEWER DRAIN TILE
	WATERMAIN
	WATER SERVICE

PROPOSED UTILITY LINES

	FORCEMAIN
	SANITARY SEWER
	SANITARY SERVICE
	STORM SEWER
	STORM SEWER DRAIN TILE
	WATERMAIN
	WATER SERVICE
	PIPE CASING

GRADING INFORMATION



HATCH PATTERNS

	HMA PAVEMENT		SIDEWALK		PCC PAVEMENT
	DRIVEWAY		GRAVEL		

EXISTING PRIVATE UTILITY LINES

NOTE:
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	UNDERGROUND FIBER OPTIC
	UNDERGROUND ELECTRIC
	UNDERGROUND GAS
	UNDERGROUND COMMUNICATION
	OVERHEAD ELECTRIC
	OVERHEAD COMMUNICATION
	OVERHEAD UTILITY

UTILITIES IDENTIFIED WITH A QUALITY LEVEL OTHER THAN D:

LINE TYPES FOLLOW THE FORMAT: UTILITY TYPE - QUALITY LEVEL
EXAMPLE: UNDERGROUND GAS, QUALITY LEVEL A
UTILITY QUALITY LEVEL (A,B,C,D) DEFINITIONS CAN BE FOUND IN CI/ASCE 38-02.

UTILITY QUALITY LEVELS:

LEVEL D - INFORMATION COMES SOLELY FROM EXISTING UTILITY RECORDS.

LEVEL C - SURVEYING ABOVE GROUND UTILITY FACILITIES, SUCH AS MANHOLES, VALVE BOXES, ETC; AND CORRELATING THIS INFORMATION WITH EXISTING UTILITY RECORDS.

LEVEL B - THE USE OF SURFACE GEOPHYSICAL TECHNIQUES TO DETERMINE THE EXISTENCE AND HORIZONTAL POSITION OF UNDERGROUND UTILITIES.

LEVEL A - THE USE OF NONDESTRUCTIVE DIGGING EQUIPMENT AT HORIZONTAL AND VERTICAL POSITION OF UNDERGROUND UTILITIES, AS WELL AS THE TYPE, SIZE, CONDITION, MATERIAL, AND OTHER CHARACTERISTICS.

ABBREVIATIONS

A	ALGEBRAIC DIFFERENCE	GV	GATE VALVE	RT	RIGHT
ADJ	ADJUST	HDPE	HIGH DENSITY POLYETHYLENE	SAN	SANITARY SEWER
ALT	ALTERNATE	HH	HANDHOLE	SCH	SCHEDULE
B-B	BACK TO BACK	HMA	HOT MIX ASPHALT	SERV	SERVICE
BLDG	BUILDING	HP	HIGH POINT	SHLD	SHOULDER
BMP	BEST MANAGEMENT PRACTICE	HWL	HIGH WATER LEVEL	STA	STATION
BR	BEGIN RADIUS	HYD	HYDRANT	STD	STANDARD
BV	BUTTERFLY VALVE	I	INVERT	STM	STORM SEWER
CB	CATCH BASIN	K	CURVE COEFFICIENT	TC	TOP OF CURB
C&G	CURB AND GUTTER	L	LENGTH	TE	TEMPORARY EASEMENT
CIP	CAST IRON PIPE	LO	LOWEST OPENING	TEMP	TEMPORARY
CIPP	CURED-IN-PLACE PIPE	LP	LOW POINT	TNH	TOP NUT HYDRANT
CL	CENTER LINE	LT	LEFT	TP	TOP OF PIPE
CL.	CLASS	MH	MANHOLE	TYP	TYPICAL
CMP	CORRUGATED METAL PIPE	MIN	MINIMUM	VCP	VITRIFIED CLAY PIPE
C.O.	CHANGE ORDER	MPW	MUSCATINE POWER & WATER	VERT	VERTICAL
COMM	COMMUNICATION	MR	MID RADIUS	VPC	VERTICAL POINT OF CURVE
CSP	CORRUGATED STEEL PIPE	NIC	NOT IN CONTRACT	VPI	VERTICAL POINT OF INTERSECTION
CLVT	CULVERT	NMC	NON-METALLIC CONDUIT	VPT	VERTICAL POINT OF TANGENT
DIA	DIAMETER	NTS	NOT TO SCALE	WM	WATERMAIN
DIP	DUCTILE IRON PIPE	NWL	NORMAL WATER LEVEL	WS	WATER SERVICE
DWY	DRIVEWAY	OHW	ORDINARY HIGH WATER LEVEL		
E	EXTERNAL CURVE DISTANCE	PC	POINT OF CURVE		
ESMT	EASEMENT	PCC	PORTLAND CEMENT CONCRETE	AC	ACRES
ELEC	ELECTRIC	PE	PERMANENT EASEMENT	CF	CUBIC FEET
ELEV/EL	ELEVATION	PED	PEDESTRIAN, PEDESTAL	CV	COMPACTED VOLUME
EOF	EMERGENCY OVERFLOW	PERF	PERFORATED PIPE	CY	CUBIC YARD
ER	END RADIUS	PERM	PERMANENT	EA	EACH
EX	EXISTING	PI	POINT OF INTERSECTION	EV	EXCAVATED VOLUME
FES	FLARED END SECTION	PL	PROPERTY LINE	LB	POUND
F-F	FACE TO FACE	PRC	POINT OF REVERSE CURVE	LF	LINEAR FEET
FF	FINISHED FLOOR	PT	POINT OF TANGENT	LS	LUMP SUM
F&I	FURNISH AND INSTALL	PVC	POLYVINYL CHLORIDE PIPE	LV	LOOSE VOLUME
FM	FORCEMAIN	PVMT	PAVEMENT	SF	SQUARE FEET
FO	FIBER OPTIC	R	RADIUS	SV	STOCKPILE VOLUME
F.O.	FIELD ORDER	RCP	REINFORCED CONCRETE PIPE	SY	SQUARE YARD
GRAN	GRANULAR	RET	RETAINING		
GRAV	GRAVEL	R/W	RIGHT-OF-WAY		
GU	GUTTER	RSC	RIGID STEEL CONDUIT		

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CITY OF VAN METER, IA
POCKET PARK IMPROVEMENTS

LEGEND

SHEET

A.02

CITY OF VAN METER, IOWA
POCKET PARK

25-Jan-22

ESTIMATED PROJECT QUANTITIES

ITEM NO.	ITEM CODE	ITEM	UNIT	TOTAL	AS BUILT QUAN.
1	2010-108-E-0	EXCAVATION, CLASS 13	CY	200	
2	4020-108-XX	TRENCH DRAIN	LF	8	
3	4040-108-A-0	SUBDRAIN, HDPE PERFORATED, 6"	LF	355	
4	6010-108-B-0	SUBDRAIN CLEANOUT, HDPE, 6"	EA	5	
5	6010-108-B-1	INTAKE, SW-512, 18" (NYLOPLAST)	EA	2	
6	6010-108-B-1	INTAKE, SW-512, 24" (NYLOPLAST)	EA	1	
7	6010-108-B-2	MODIFIED SUBBASE	SY	130	
8	7010-108-A-0	PCC LANDSCAPE CURB - PLAYGROUND EDGE RESTRAINT	LF	89	
9	7030-108-E-0	PCC PAVEMENT, 5" (WALKS)	SY	210	
10	7030-108-E-0	PCC PAVEMENT, 6" (PARKING)	SY	129	
11	7030-108-E-1	CONCRETE UNIT PAVERS	SF	94	
12	7030-108-G-0	DETECTABLE WARNING PANELS	SF	16	
13	7040-108-H-0	REMOVAL OF CONCRETE	SY	62	
14	9010-108-A-0	SUDAS SEED MIXTYPE 1 SEEDING W/ HYDROMULCH	AC	0.20	
15	9030-108-B-0	PERENNIAL OR ORNAMENTAL GRASS, 1 GAL.	EA	625	
16	9030-108-B-0	OVERSTORY DECIDUOUS TREE	EA	4	
17	9030-108-B-0	ORNAMENTAL TREE	EA	3	
18	9030-108-B-0	SHRUB	EA	18	
19	9040-108-0-1	STABILIZED CONSTRUCTION ENTRANCE	EA	1	
20	9040-108-T-0	INLET PROTECTION	EA	3	
21	9070-108-XX	OUTCROPPING BOULDERS	TON	15	
22	11,020-108-A	MOBILIZATION	LS	1	
23	12,010-XXX-X-4	BENCH	EA	3	
24	12,010-XXX-X-5	TRASH RECEPTACLE	EA	1	
25	12,010-XXX-X-6	MASONRY PARK SIGN	LS	1	
26	12,010-XXX-X-7	DONOR WALL	LS	1	
27	12,010-XXX-X-8	DECORATIVE ROCK SWALE, 4" DEPTH	SY	20	
28	12,010-XXX-X-9	STEEL EDGING	LF	98	

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CITY OF VAN METER, IA
POCKET PARK IMPROVEMENTS
QUANTITIES

SHEET
B.01

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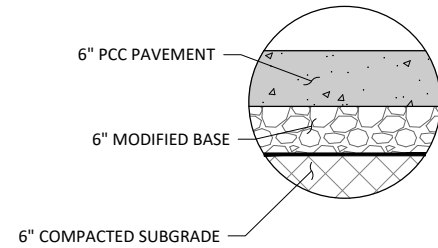


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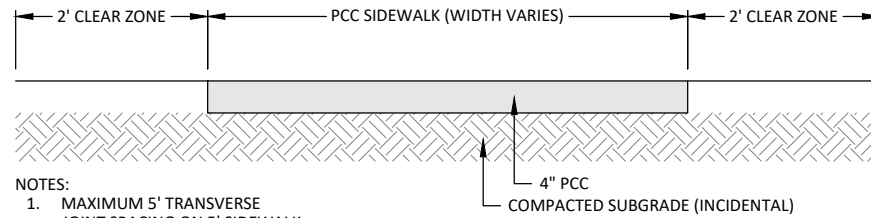
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CITY OF VAN METER, IA
POCKET PARK IMPROVEMENTS
ESTIMATE REFERENCE NOTES

SHEET
B.02

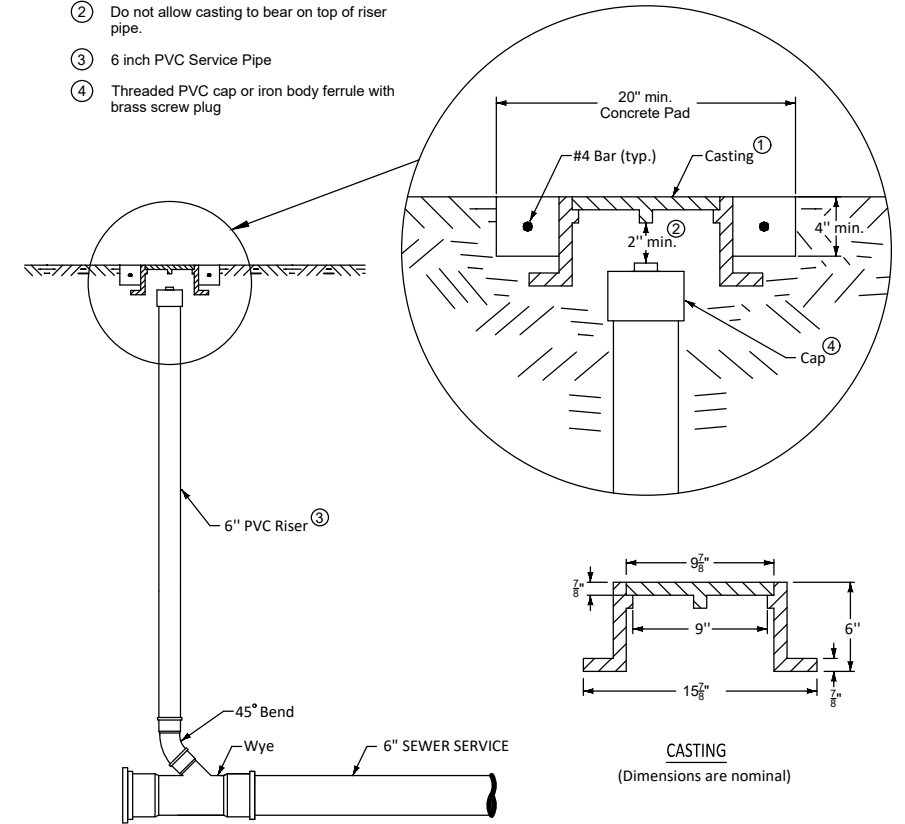


1 TYPICAL 6" PCC PAVEMENT
C.01 NOT TO SCALE

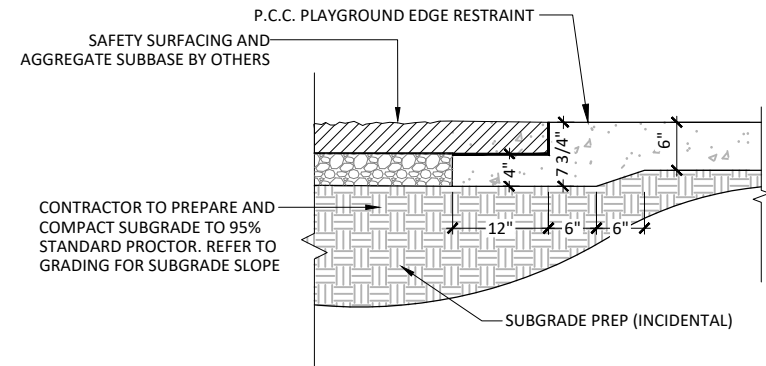


2 TYPICAL 4" PCC SIDEWALK
C.01 NOT TO SCALE

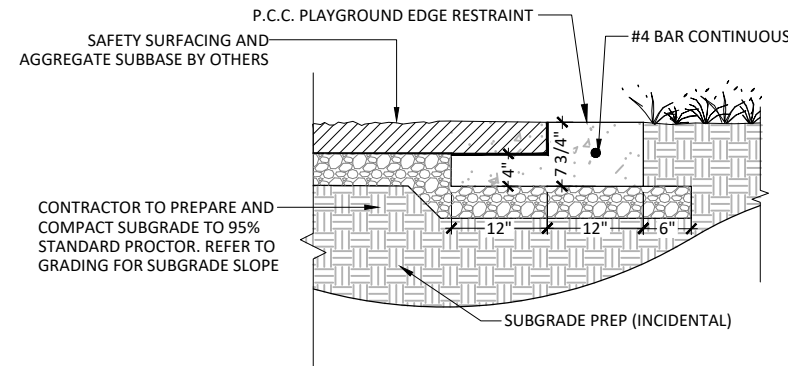
- ① Standard duty casting complying with AASHTO M 306. Mark lid with "Sanitary" or "Sanitary C.O."
- ② Do not allow casting to bear on top of riser pipe.
- ③ 6 inch PVC Service Pipe
- ④ Threaded PVC cap or iron body ferrule with brass screw plug



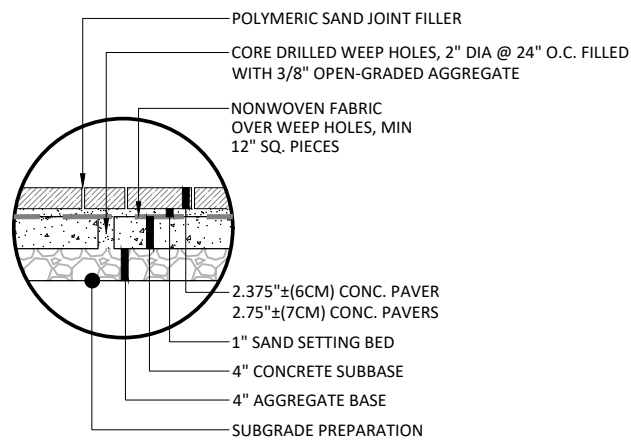
5 SANITARY SEWER CLEANOUT
C.02 NOT TO SCALE



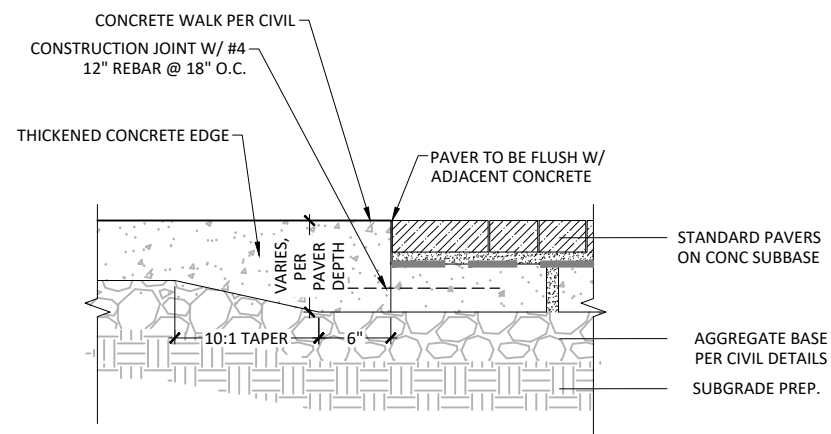
3 THICKENED SIDEWALK ADJACENT TO PLAYGROUND SURFACING
C.01 NOT TO SCALE



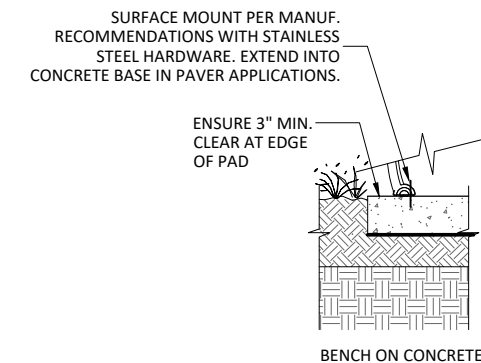
4 REINFORCED CONCRETE BAND ADJACENT TO PLAYGROUND SURFACING
C.01 NOT TO SCALE



6 CONCRETE UNIT PAVERS
C.01 NOT TO SCALE



7 CONCRETE UNIT PAVERS AT SIDEWALK
C.01 NOT TO SCALE



- NOTES:
- 1. FIELD VERIFY LOCATION BY OWNER'S REPRESENTATIVE
 - 2. SHIM TO LEVEL SITE FURNISHINGS

8 SURFACE MOUNT FURNISHINGS
C.01 NOT TO SCALE

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CITY OF VAN METER, IA
POCKET PARK IMPROVEMENTS

DETAILS

SHEET

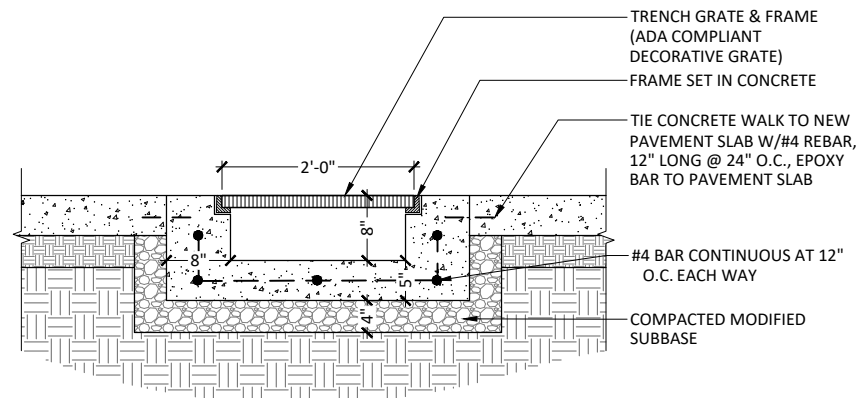
B.03



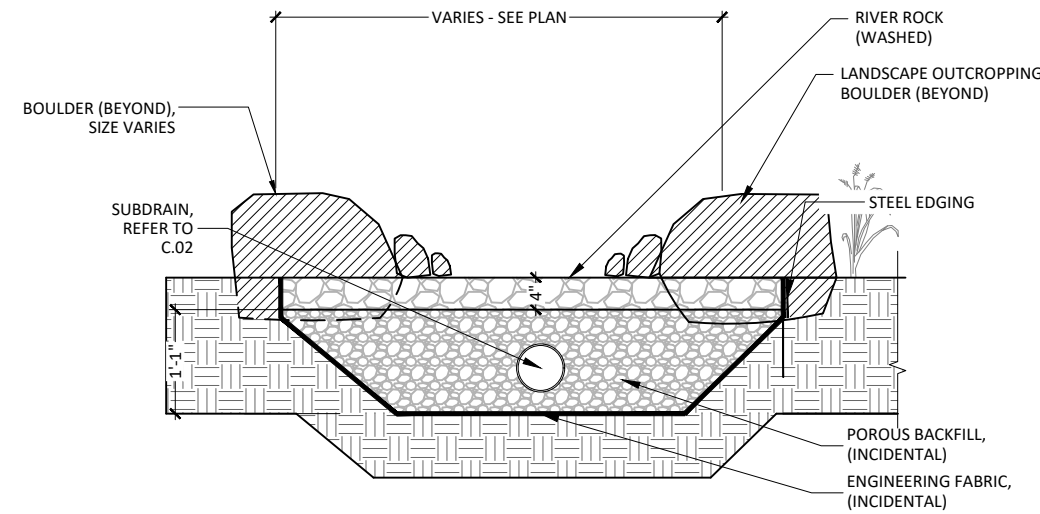
OUTCROPPING BOULDER



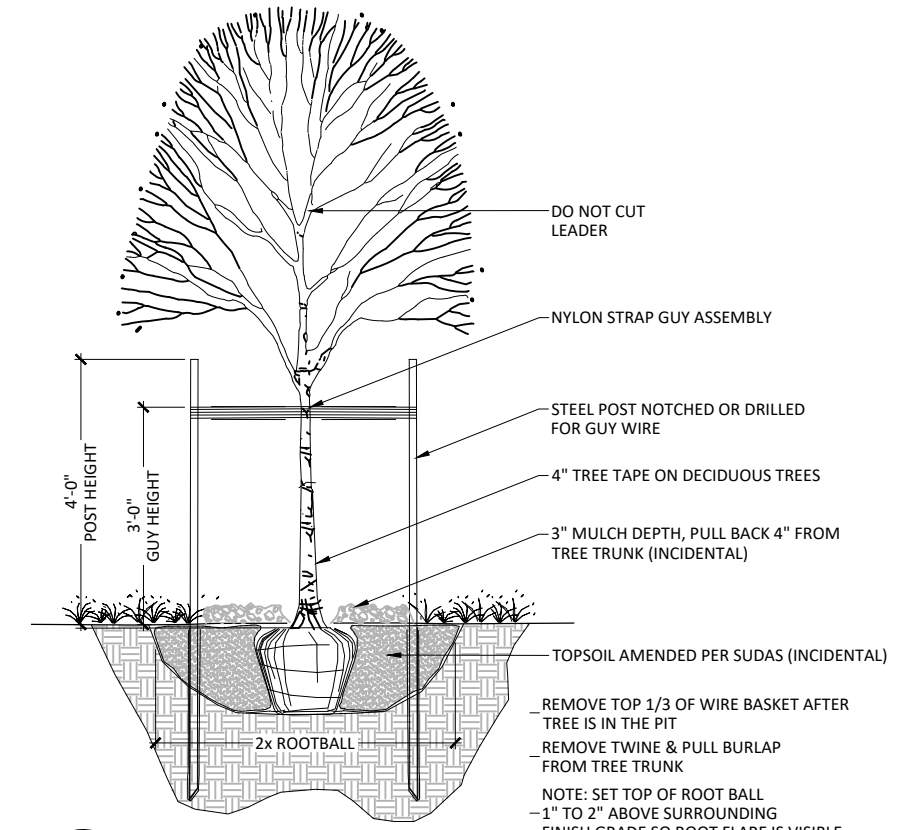
RIVER ROCK



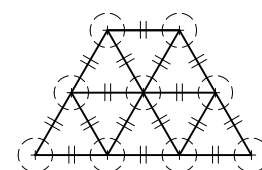
9 DRY CREEK BED BRIDGE
K.01 NOT TO SCALE



10 DRY CREEK BED
K.01 NOT TO SCALE

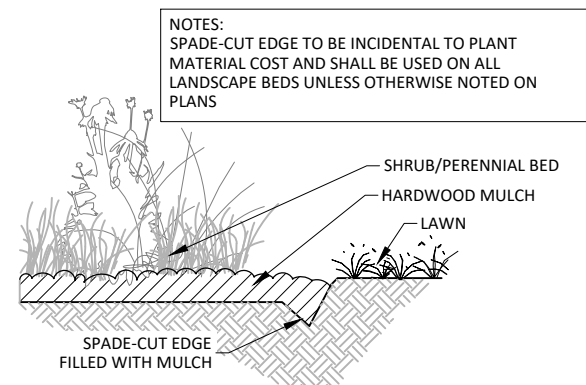


11 TREE PLANTING DETAIL
K.01 NOT TO SCALE

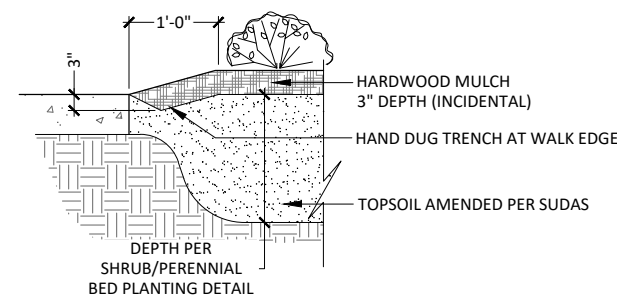


- NOTES:
- O.C. TRIANGULAR PLANT SPACING PER PLANS
 - AREAS IDENTIFIED ON PLANTING PLAN AS O.C. SHALL BE TRIANGULAR SPACED
 - SEE PLANTING PLAN FOR SPECIES

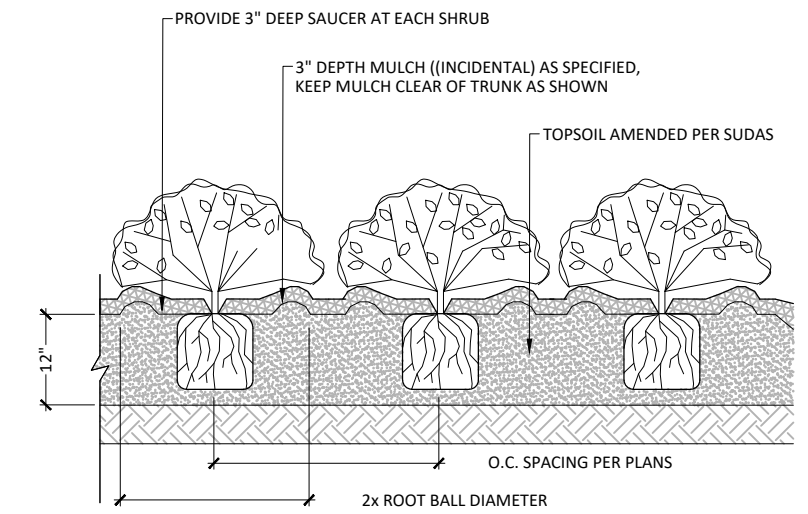
12 PERENNIAL PLANT SPACING
K.01 NOT TO SCALE



13 SPADE-CUT EDGE
K.01 NOT TO SCALE



14 PLANTING EDGE AT CONC. WALK
K.01 NOT TO SCALE



15 SHRUB/PERENNIAL BED PLANTING
K.01 NOT TO SCALE

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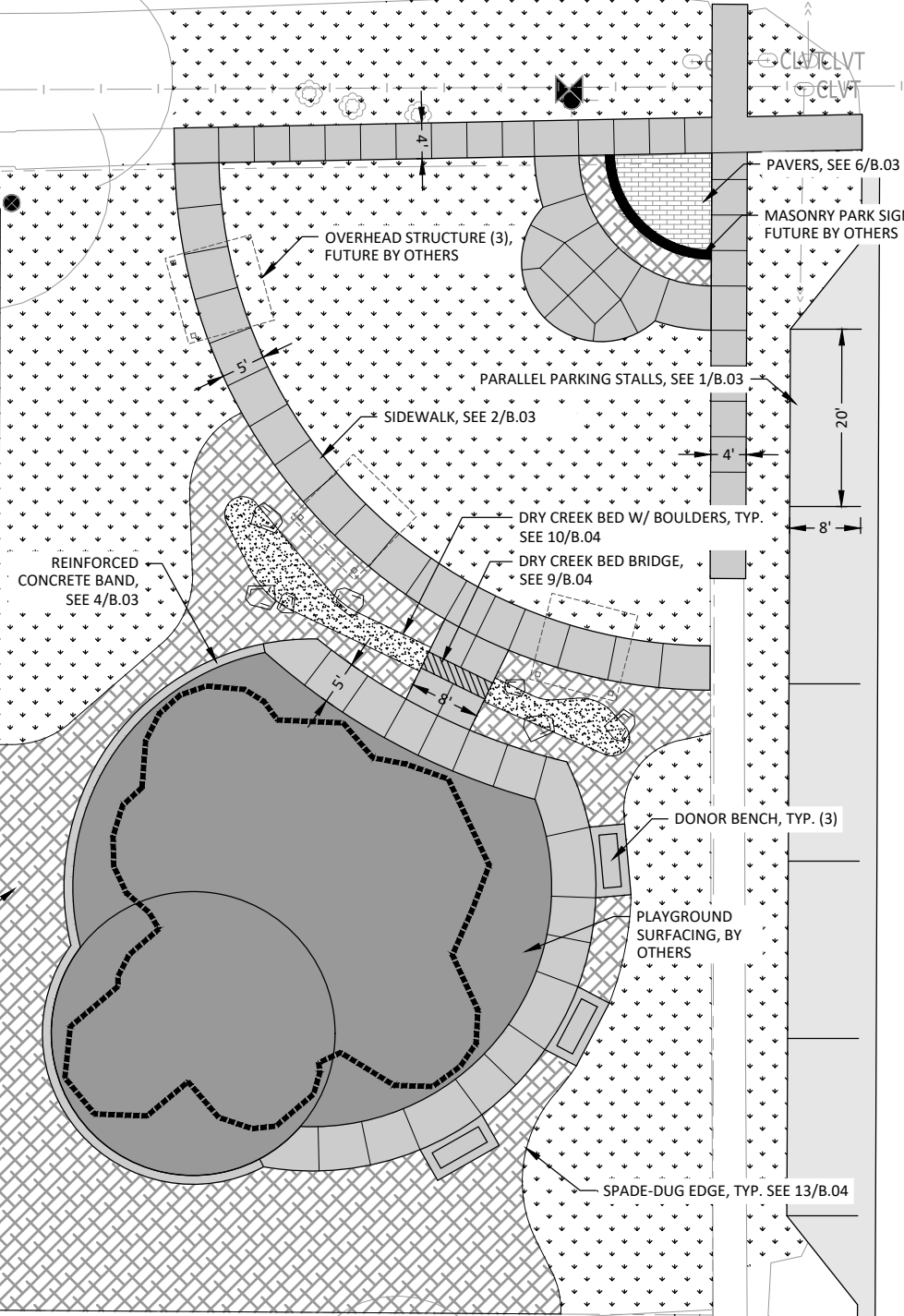
CITY OF VAN METER, IA
POCKET PARK IMPROVEMENTS
DETAILS

SHEET
B.04

GRANT STREET

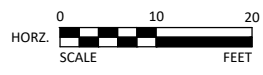


PLANTING BED, TYP. REFER TO LANDSCAPE PLAN
PRIVACY FENCE, FUTURE BY OTHERS



WEST STREET

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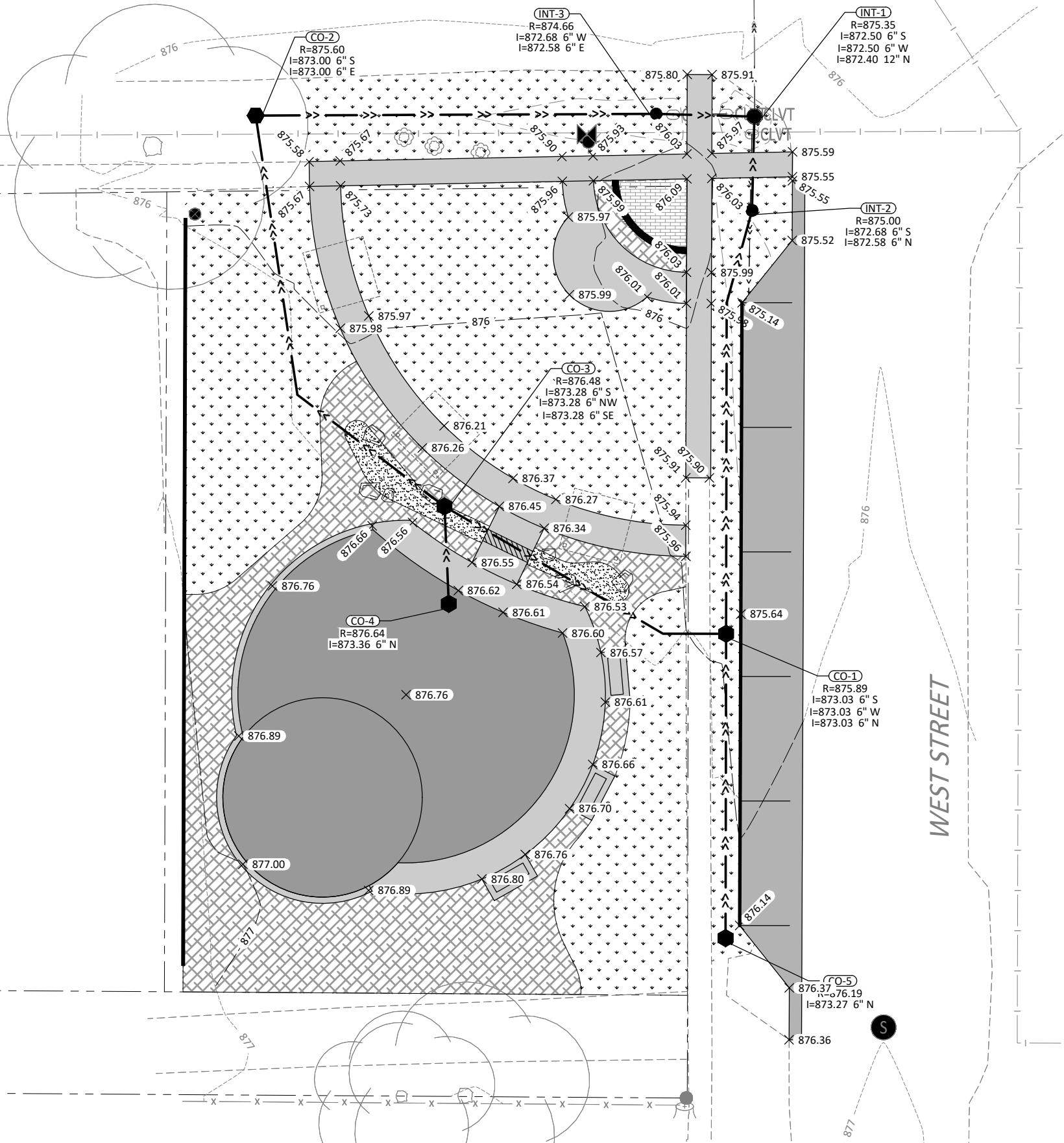
430 E GRAND AVENUE, SUITE 101
DES MOINES, IOWA 50309
Phone: (515) 259-9190
Email: DesMoines@bolton-menk.com
www.bolton-menk.com

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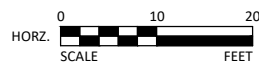
CITY OF VAN METER, IA
POCKET PARK IMPROVEMENTS
LAYOUT PLAN

SHEET
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GRANT STREET



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



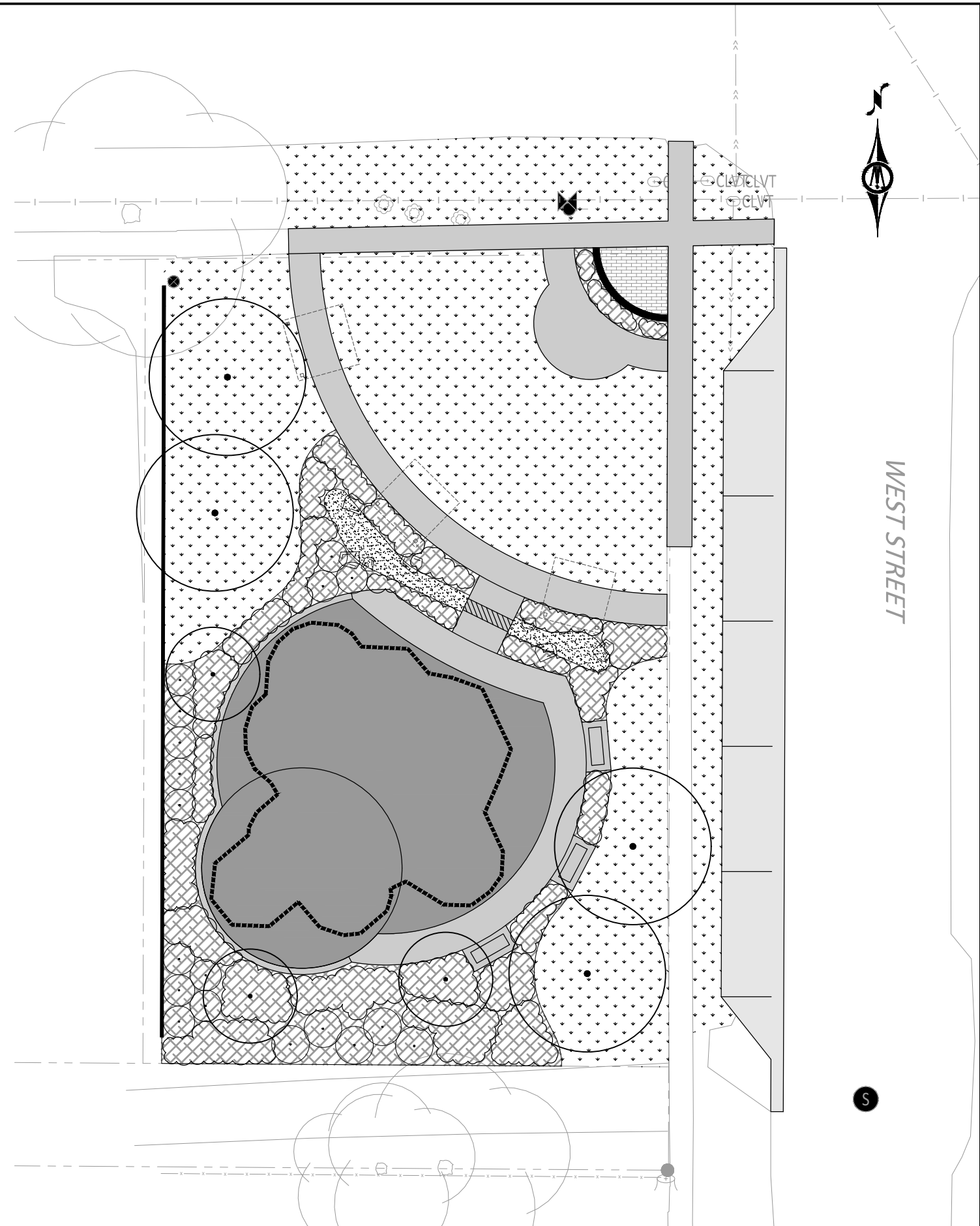
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CITY OF VAN METER, IA
POCKET PARK IMPROVEMENTS
GRADING & UTILITIES PLAN

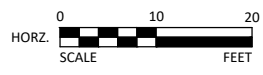
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MASTER PLANT SCHEDULE					
Qty.	Sym.	Scientific Name	Common Name	Size/Unit	Notes
DECIDUOUS TREE					
	TC	Tilia americana 'McKSentry'	American Sentry Linden	2" B&B	
	QB	Quercus bicolor	Swamp White Oak	2" B&B	
ORNAMENTAL TREE					
	SR	Syringa reticulata 'Ivory Silk'	Ivory Silk Japanese Tree Lilac	1.5" B&B	
DECIDUOUS SHRUBS					
	CS	Cornus stolonifera 'Farrow'	Arctic Fire Dogwood	#5 CONT.	
	VD	Viburnum dentatum 'Christom'	Blue Muffin Viburnum	#5 CONT.	
	BA	Baptisia australis	Blue False Indigo	#5 CONT.	
PERENNIAL					
	KF	Calamagrostis acutiflora 'Karl Foerster'	Karl Foerster Feather Reed Grass	#1 CONT.	
	SH	Sporobolus heterolpis	Prairie Dropseed	#1 CONT.	
	SS	Schizachyrium scoparium 'Standing Ovation'	Standing Ovation Little Bluestem	#1 CONT.	
	CV	Carex vulpinoidea	Brown Fox Sedge	#1 CONT.	
PERENNIALS / GROUNDCOVERS					
	RF	Rudbeckia fulgida 'Goldstrum'	Black Eyed Susan	#1 CONT.	
	SA	Sedum x 'Autumn Fire'	Sedum 'Autumn Fire' Stonecrop	#1 CONT.	
	SM	Salvia x sylvestris 'May Night'	May Night Salvia	#1 CONT.	
	AT	Asclepias tuberosa	Butterfly Milkweed	#1 CONT.	
	IC	Iris 'Caesar's Brother'	Caesar's Brother Iris	#1 CONT.	

-  OVERSTORY TREE
-  ORNAMENTAL TREE
-  SHRUB
-  PERENNIALS & ORNAMENTAL GRASSES
-  PLANTING BED (MULCH)
-  LAWN SEEDING



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CITY OF VAN METER, IA
POCKET PARK IMPROVEMENTS
LANDSCAPE PLAN

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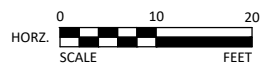


59 SY OF PCC
SIDEWALK REMOVALS

81 SY OF HMA
PAVEMENT REMOVALS

WEST STREET

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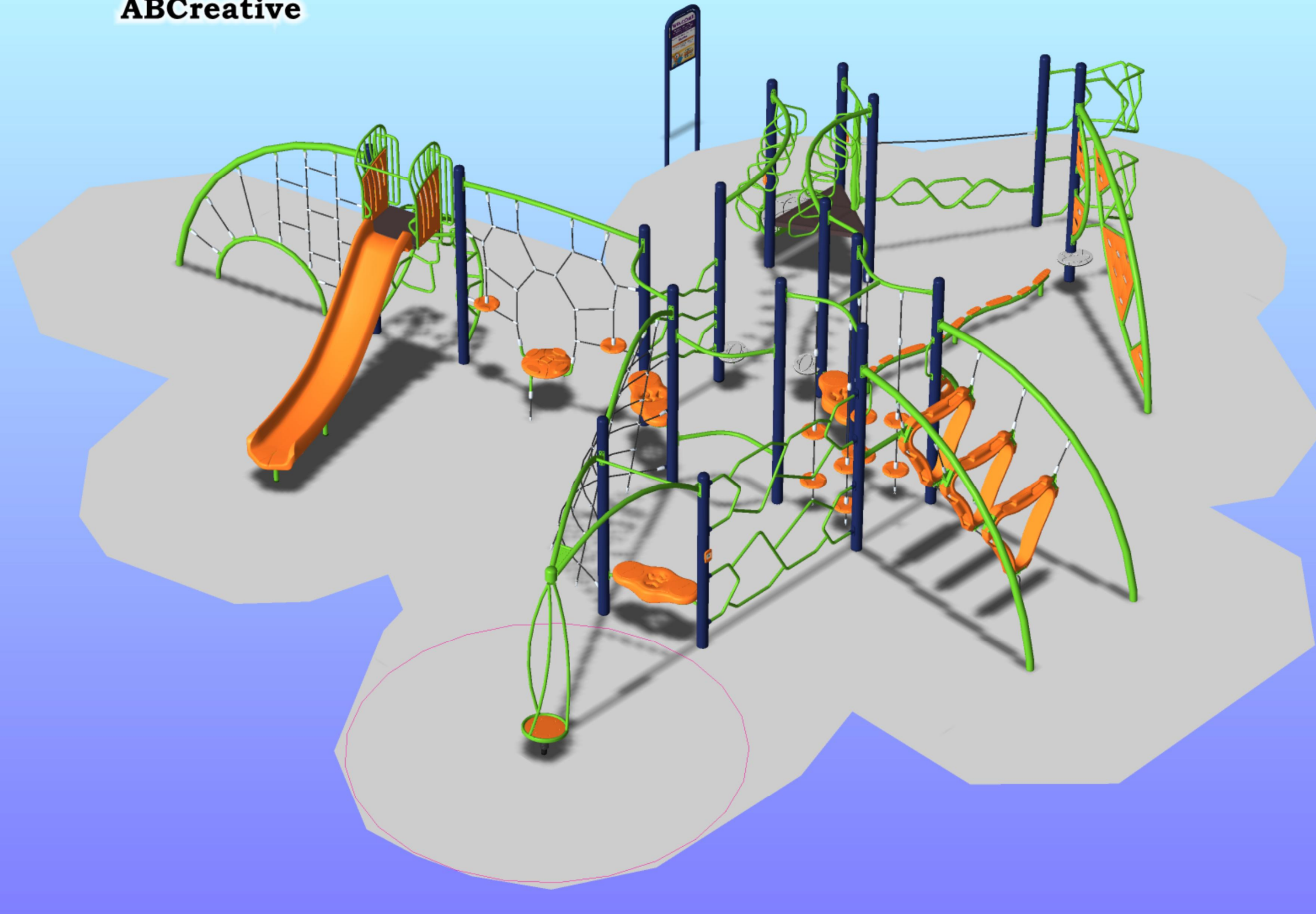
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CITY OF VAN METER, IA
POCKET PARK IMPROVEMENTS
REMOVALS PLAN

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Proposal # 120-137769-1
New Pocket Park
ABCreative

Burke



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CITY OF VAN METER, IA
 POCKET PARK IMPROVEMENTS
 PLAYGROUND DESIGN (REFERENCE)

**CITY OF VAN METER, IOWA
POCKET PARK**

February 4, 2022

Opinion of Probable Construction Costs

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ITEM NO.	DESCRIPTION	UNIT	APPROX. QUANTITY	UNIT PRICE	AMOUNT
1	EXCAVATION, CLASS 13	CY	200.0	\$15.00	\$3,000.00
2	TRENCH DRAIN	LF	8.0	\$320.00	\$2,560.00
3	SUBDRAIN, HDPE PERFORATED, 6"	LF	355.0	\$15.00	\$5,325.00
4	SUBDRAIN CLEANOUT, HDPE, 6"	EA	5.0	\$750.00	\$3,750.00
5	INTAKE, SW-512, 18" (NYLOPLAST)	EA	2.0	\$2,000.00	\$4,000.00
6	INTAKE, SW-512, 24" (NYLOPLAST)	EA	1.0	\$2,500.00	\$2,500.00
7	MODIFIED SUBBASE (PARKING)	SY	131.0	\$12.00	\$1,572.00
8	PCC LANDSCAPE CURB - PLAYGROUND EDGE RESTRAINT	LF	89.0	\$25.00	\$2,225.00
9	PCC PAVEMENT, 5" (WALKS)	SY	210.0	\$55.00	\$11,550.00
10	PCC PAVEMENT, 6" (PARKING)	SY	129.0	\$60.00	\$7,740.00
11	CONCRETE UNIT PAVERS	SF	94.0	\$30.00	\$2,820.00
12	DETECTABLE WARNING PANELS	SF	16.0	\$35.00	\$560.00
13	REMOVAL OF CONCRETE	SY	62.0	\$15.00	\$930.00
14	SOD	SQ	59.0	\$80.00	\$4,720.00
15	PERENNIAL OR ORNAMENTAL GRASS, 1 GAL.	EA	625.0	\$22.00	\$13,750.00
16	OVERSTORY DECIDUOUS TREE	EA	4.0	\$600.00	\$2,400.00
17	ORNAMENTAL TREE	EA	3.0	\$500.00	\$1,500.00
18	SHRUB	EA	18.0	\$80.00	\$1,440.00
19	STABILIZED CONSTRUCTION ENTRANCE	EA	1.0	\$300.00	\$300.00
20	INLET PROTECTION	EA	3.0	\$150.00	\$450.00
21	OUTCROPPING BOULDERS	TON	15.0	\$400.00	\$6,000.00
22	MOBILIZATION	LS	1.0	\$18,500.00	\$18,500.00
23	BENCH	EA	3.0	\$2,500.00	\$7,500.00
24	TRASH RECEPTACLE	EA	1.0	\$2,000.00	\$2,000.00
25	MASONRY PARK SIGN	LS	1.0	\$20,000.00	\$20,000.00
26	DONOR WALL	LS	1.0	\$15,000.00	\$15,000.00
27	DECORATIVE ROCK SWALE, 4" DEPTH	SY	20.0	\$135.00	\$2,700.00
28	STEEL EDGING	LF	98.0	\$12.00	\$1,176.00
SUBTOTAL					
	SUBTOTAL				\$145,968.00
	CONSTRUCTION COST CONTINGENCY (15%)				\$21,895.20
OPINION OF PROBABLE CONSTRUCTION COST:					\$167,863.20

 = Potential future items

Direct Purchase/Future Items

<i>Item</i>	<i>Unit/cost</i>	<i>Item Total</i>
Shelters	3 @ \$15,000 ea.	\$45,000
Shelter Ftgs	6 @ \$2,000 ea.	\$12,000
Playground surfacing (allowance)	2,400 SF @ \$22/SF	\$52,800
Playground equipment (allowance)	\$55,000	\$55,000
Playground subbase	265 SY @ \$12/SY	\$3,180
Privacy fence (allowance)	160 LF @ \$120/LF	\$19,200



VEENSTRA & KIMM INC.

3000 Westown Parkway
West Des Moines, Iowa 50266

515.225.8000 // 800.241.8000
www.v-k.net

January 28, 2022

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

CITY OF VAN METER
RICHLAND ROAD AND F90 IMPROVEMENTS
TEMPORARY TRAFFIC SIGNALS
PERMANENT INTERSECTION IMPROVEMENTS

This letter is a follow-up to the discussion at the January 24, 2022 City Council meeting relative to the improvements of the intersection of Richland Road and F90. At the meeting there was discussion of two separate but interrelated improvement projects to the intersection.

The first project discussed was the installation of temporary traffic signals. The temporary traffic signals would involve cable mounted signals over the intersection along with the advanced warning lights on F90 both east and west of the intersection.

There are two basic options available for the temporary traffic signals. One option is to rent the traffic signals. The traffic signals rent for \$30,000 to \$40,000 per year. The second option is for the City to buy the traffic signal materials. The cost for the temporary traffic signals owned by the City is in the range of \$60,000 to \$70,000.

In addition, there would be a cost in the range of \$15,000 to \$20,000 for the installation of the advanced warning lights. The advanced warning lights used for the temporary traffic signals can be used with the permanent signals.

Typically temporary traffic signals are typically used for a period of one to two years. While some temporary signals may be in place for longer than two years the cable mounted signals are not intended as a permanent installation.

Temporary traffic signals generally operate with a fixed time sequence. Temporary traffic signals are generally not conducive with video control of the signals as it is not possible to mount the cameras aligned with the traffic lanes in which traffic volumes are being detected. This limitation is even more significant with the offset intersection.

It is possible to use loop controls for temporary signals. The loop controls would increase the cost of the temporary signal installation with that cost and could add another \$10,000 to \$15,000 to the cost depending on the complexity of the loop network installed and the extent of cabling. It is noted this investment in temporary loop controls would not be recoverable as the reconstruction of the intersection would tear out all of the loops and cabling.

The second improvement that was discussed was improving the intersection geometrics. The options that were identified were a roundabout or installing left turn lanes and permanent traffic signals. For both improvement options it would be necessary to realign the intersection as the offset leg of Richland Road is not compatible with either a roundabout or a reconfigured intersection with the left turn lanes and traffic signals.

Roundabouts are becoming a more popular method of traffic control where there reasonably equal volumes of traffic on all four legs of the intersection and the entry speed to the roundabout is low enough. For an urban roundabout the entrance traffic speed should be 25 mph and not greater than 30 mph. The roundabout would require a significant effort to reduce the speed on F90 as vehicles approaching the roundabout at "highway speed" would not be capable of traversing the urban roundabout.

The second alternative is to install left turn lanes and traffic signals. The left turn lanes that would be installed would include a left turn for both east bound traffic turning north and west bound traffic turning south. Traffic signals would be installed that would include left turn signals. The traffic signals would be video controlled and would be interactive so the lights would change based on the traffic volume.

Advanced warning lights would be used on F90 to provide the motorists on the high speed F90 advance warning of the change to a stop condition. The advance warning light feature improves the safety characteristics of the traffic signals. However, that feature does require a lag to initiate the change in sequence from F90 having a green condition to Richland Road having a green condition. There must be sufficient time to trigger the warning lights so vehicles can be warned of a change from a green condition to a yellow, red stop condition.

The writer would note as part of the certified site discussions with previous prospects almost all of the prospects indicated they would require intersection improvements. Previously the Iowa Department of Transportation indicated they would be open to RISE funding to fund the improvements based on an immediate opportunity prospect as well as the certified site.

One of the other outstanding issues is the utility conflicts in the embankment on the south side of F90 immediately west of Richland Road. Most of the utilities are currently located in the public right-of-way. The utilities in the public right-of-way would be required to relocate if those utilities are in conflict with a City initiated project.

Initiating the design of the intersection improvements would give the City the leverage necessary to request the utilities to relocate at their cost. That leverage does not exist for a private development project, such as Grand Estates, but would exist if there was a conflict with the City project.

Under the Certified Site Program the City has a definitive timeframe in which to complete the intersection improvements. Completing the design of the improvements would allow the City to fulfill that requirement. Without initiating the design prior to a prospect agreeing to locate in the certified site it is doubtful the City would be able to meet the requirement especially given the utility relocation needs at the southwest quadrant of the intersection.

Completing the design would allow the City to pursue outside funding sources. Completing the design allows the City to better configure the temporary traffic signals in a manner that would be reasonably compatible with the permanent intersection improvements. This would allow the City to preserve as much of the investment as possible from the temporary signals into the permanent signals.

It is understood the City currently does not have funding for the complete improvement project. If the City were to improve the intersection as a phased improvement project, there are differences between the roundabout alternative and the signalized conventional intersection. The roundabout would need to be constructed as a single improvement project. There is no practical method of phasing the installation of the roundabout.

The signalized intersection option is more easily phased. In theory it would be possible to phase the improvement project into three phases involving the realignment of the north leg, installation of the traffic signals and installation of the left turn lanes. For example, the left turn lanes could be installed at a future date even though the realignment of the north leg and traffic signals would have been completed as part of a previous project.

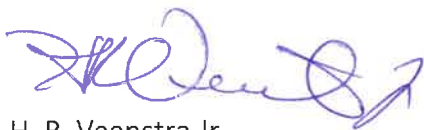
There is not a significant difference in the engineering design required for a roundabout alternative and for the signalized conventional intersection. The engineering design of the intersection is more complex with the roundabout. However, there is an offsetting savings from not designing the traffic signals. In practice the City could start the design and determine early in the design phase whether the roundabout alternative or the signalized conventional intersection would be the ultimate design alternative.

Kyle Michel
January 28, 2022
Page 4

As discussed, enclosed is a scope of services and agreement for the intersection design. The scope of services includes the initial installation of temporary traffic signals. Under the agreement there are two alternatives including the roundabout and signalized intersection. The first step in the design would be to evaluate and select the preferred alternative. The design would then move forward based on the preferred alternative.

If you have any questions or comments concerning the project, please contact the writer at 515-225-8000, or bveenstra@v-k.net.

VEENSTRA & KIMM, INC.

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

H. R. Veenstra Jr.

HRVJr:rdp
193

AGREEMENT

**RICHLAND ROAD AND F90 INTERSECTION IMPROVEMENTS
VAN METER, IOWA**

THIS AGREEMENT, made and entered into this _____ day of _____, 2022, by and between the **CITY OF VAN METER, IOWA**, hereinafter referred to as the **Owner**, or **City**, party of the first part, and **VEENSTRA & KIMM, INC.**, a corporation organized and existing under the laws of the State of Iowa, party of the second part, hereinafter referred to as the **Engineers**,

WITNESSETH: THAT WHEREAS, the City has identified the intersection of Richland Road and F90 as requiring geometric improvements to eliminate the offset north south legs of the intersection, and

WHEREAS, with the projected increase in traffic volume on Richland Road as the result of the Carefree Estates and Grand Estates developments the City anticipates the need for additional improvements to the intersection to provide appropriate safety and traffic control, and

WHEREAS, the City has identified the required improvements to the intersection of Richland Road and F90 to include a realignment of the intersection, the construction of left turn lanes on F90 and the installation of traffic signals to provide a safer intersection and reduce the accident potential at the intersection, and

WHEREAS, the improvements to the intersection are to be referred to as the **Richland Road and F90 Intersection Improvements** or **Project**, and

WHEREAS, the City has determined it appropriate to move forward with the design of the improvements to allow the City to start the implementation of the improvements, to initiate the necessary activity for utility relocations associated with the intersection improvements and to pursue funding for the intersection improvements, and

WHEREAS, the City desires to retain the Engineers to provide engineering services on the Project including design and construction engineering services

NOW, THEREFORE, it is hereby agreed by and between the parties hereto the City retains the Engineers to provide professional engineering services for 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:
 - A. Temporary traffic signals that would be installed based on the current geometrics to remain in service until the permanent traffic signals are installed.
 - B. Signalized Intersection Alternative:
 - i. Design of the realignment of Richland Road on the north side of F90 to align with Richland Road on the south side of F90.
 - ii. Construction of left turn lanes for eastbound traffic on F90 turning north to Richland Road and for westbound traffic on F90 turning south to Richland Road.
 - iii. Permanent traffic signals at the intersection, including advanced warning of the stop condition for both eastbound and westbound traffic on F90.
 - C. Roundabout Alternative:
 - i. Design of a roundabout at the intersection of Richland Road and F90.
2. **DESIGN REPORT AND ALTERNATIVE SELECTION.** The Engineers shall undertake a study and evaluation of Alternative B involving the signalized intersection and Alternative C involving the roundabout. Based on the design evaluation and report the City will select the preferred alternative. The Engineers shall then move forward with the design of the preferred alternative.
3. **DESIGN SURVEYS.** The Engineers shall undertake necessary topographic and other surveys for the design of the Project. Design surveys shall include all survey necessary for preparation of plans and specifications.
4. **DESIGN CONFERENCES AND REPORTS.** The Engineers shall attend such design conferences with the Owner as may be necessary to make decisions as to the details of design of the Project. The Engineers shall make periodic progress reports to the City Council.
5. **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, and materials to be used. The plans shall show in detail the work to be done, the location and extent of the construction required. Three (3) sets of final plans and specifications for each construction contract shall be submitted to the Owner.

6. **ESTIMATE OF COST.** The Engineers shall prepare an estimate of cost for the construction contract. The estimate of cost shall be based on the Engineers' best knowledge at the time of preparation of the estimate of cost. The Engineers shall not be responsible if the construction contract awarded for the Project varies from the Engineers' estimate of cost. The Engineers shall advise and assist the City, if necessary, in adjusting the scope and extent of the Project to allow the Project to be constructed within available budget limitations.
7. **EASEMENTS AND RIGHT-OF-WAY.** Services associated with easement or right-of-way acquisition shall not be included as a part of services under this Agreement.
8. **ADVERTISEMENT FOR BIDS.** The Engineers shall assist in the preparation of notice to bidders and shall provide plans and specifications for prospective bidders. The Engineers shall provide, free of charge, plans and specifications to approved contract plan rooms and other construction document depositories.
9. **BID OPENING AND AWARD OF CONTRACT.** The Engineers shall have a representative present when bids and proposals are opened for the construction contract and shall prepare a tabulation of bids for the Owner and shall advise the Owner in making award of contract. After award of contract is made, the Engineers shall assist in the preparation of the necessary contract documents. During the bidding phase, the Engineers shall advise the Owner of the responsiveness of each proposal submitted. The Engineers shall not be responsible for advising the Owner as to the responsibility of any bidder.
10. **PRECONSTRUCTION CONFERENCE.** The Engineers shall conduct a preconstruction conference following award of the construction contract. Said conference to be attended by representatives of the Owner, the Engineers, the Contractor and utility companies affected by the Project. At this conference a detailed construction schedule will be determined and the need for resident review by the Engineers will be established.
11. **GENERAL SERVICES DURING CONSTRUCTION.** The Engineers shall provide general services during construction including, but not limited to, the following:
 - a. Establishing a bench mark and/or base line to permit start of construction work.
 - b. Consult with and advise Owner.
 - c. Coordinate and provide work of testing laboratories.
 - d. Assist in interpretation of plans and specifications.
 - e. Review drawings and data of manufacturers.

- f. Process and certify payment estimates of the Contractor to Owner.
- g. Prepare and process necessary change orders or modifications to the construction contract.
- h. Make routine and special trips to the Project site as required.
- i. Make final reviews after construction contracts are completed to determine that the construction complies with the plans and specifications and certify that the reviews were made and that to the best of the knowledge and belief of the Engineers, the work on the contracts has been substantially completed.
- j. Provide the City with one (1) set of the plans showing final construction.

12. RESIDENT REVIEW AND CONSTRUCTION STAKING SERVICES.

- a. Provide resident review services understood to include the detailed observation and review of work of the Contractors and materials to assure compliance with the plans and specifications.
- b. The Engineers shall provide resident review services by assigning resident Engineers and/or engineering technicians to the Project for such periods reasonably required to insure proper review of the construction work. On-site review shall take place on a part time basis during the construction work on the Project.
- c. Provide construction staking as necessary to include the establishment of required bench mark and base lines for location, elevation and grade for construction.

13. FINAL REVIEW. The Engineers shall make a final review of the Project after construction is completed to determine that the construction complies with the plans and specifications. The Engineers shall certify the completion of the work to the Owner when construction substantially complies with the plans and specifications.

14. COMPENSATION. The Owner shall compensate the Engineers for their services by payment of the following fees:

- a. The total fee for design services, design conferences and plans and specifications (Paragraphs 1 through 6 above) shall be based on the standard hourly fees for the time the Engineers' personnel are actually engaged in the performance of the work, plus direct costs incurred by the Engineers for work associated with the Project. The total fee for engineering design services shall not exceed the sum of One Hundred Twenty-six Thousand One Hundred and 00/100 Dollars (\$126,100.00).

b. The total fee for bidding services, general services during construction, resident review and construction staking (Paragraphs 8 through 13 above) shall be based on the standard hourly fees for the time the Engineers' personnel are actually engaged in the performance of the work, plus direct costs incurred by the Engineers for work associated with the Project. The total fee for engineering services during bidding and construction shall be set forth in an amendment to agreement to be approved prior to the start of construction of the improvements.

15. PAYMENT. The fees shall be due and payable as follows:

- a. During design and preparation of the plans and specifications, the fee shall be due and payable monthly.
- b. For general services during construction, resident review, construction staking and final review, the fee shall be due and payable monthly.

16. LEGAL SERVICES. The Owner shall provide the services of the City Attorney in legal matters pertaining to the Project. The Engineers shall cooperate with said attorney and shall comply with his requirements as to form of contract documents and procedures relative to them.

17. INSURANCE. The Engineers shall furnish the Owner with certificates of insurance by insurance companies licensed to do business in the State of Iowa, upon which the Owner 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)*	8,000,000/8,000,000
Workers' Compensation, Statutory Benefits Coverage B	1,000,000
Professional Liability**,***	3,000,000/3,000,000

*Occurrence/Aggregate

** The Owner is not to be named as an additional insured

***Claims made basis

- 18. SERVICES NOT INCLUDED.** The above-stated fees do not include compensation for the following items:
- a. If, after the plans and specifications are completed and approved by the City, the Engineers are required to change plans and specifications because of changes made by the City, the Engineers shall receive additional compensation for such changes which shall be based upon standard hourly fees plus expenses for personnel engaged in performance of the work associated with making the required changes.
 - b. Services associated with any arbitration or litigation between the City and any construction contractor.
 - c. Determination and/or preparation of assessments and plats to property owners or related services of the Project.
 - d. Services relating to the televising of underground utilities and/or their services to property owner or other means as to assess the conditions of the City's utilities in the Project area.
 - e. Geotechnical or materials testing for design or during construction of the Project.
 - f. Other services not included in the above scope of services or services as mentioned on areas not within the Project.
- 19. CHANGES AND EXTRA WORK.** The above-stated fees cover the specific services as outlined in this Agreement. If the City requires additional services of the Engineers in connection with the Project, the Engineers shall receive additional compensation for changes which shall be based upon the standard hourly fees plus expenses of the personnel engaged in the performance of the work. The method of compensation for authorized Extra Work shall be mutually agreed upon between the City and Engineers at the time the work shall be authorized. Compensation for any easement services shall be based on the standard hourly fees of the Engineers plus expenses incurred.
- 20. TIME OF COMPLETION.** Design of the temporary traffic signals: April 15, 2022. Design and preparation of the plans and specifications for the intersection improvements and permanent traffic signals: September 15, 2022.
- 21. TERMINATION.** Should the City abandon the Project or any element of the Project before the Engineers have completed their work, the Engineers shall be paid for the work and services performed to the date of termination of that portion of the Project. Prior to the termination of any element of the Project, the Engineers shall advise the City as to the cost-effectiveness of abandonment of the design at that point in time of that portion of the Project.

22. **ASSISTANTS.** 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 as they may deem proper in the performance of the work.
23. **ASSIGNMENT.** This Agreement and each and every portion thereof shall be binding upon the successors and the 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 _____
Chair, Board of Directors

By _____

VEENSTRA & KIMM, INC.
 HOURLY RATES BY EMPLOYEE CLASSIFICATION
 (Effective July 2021)

Management I.....	\$186.00
Management II.....	180.00
Process Engineer I.....	203.00
Client Services I	180.00
Client Services V	70.00
Funding Specialist.....	110.00
Engineer I-A.....	186.00
Engineer I-B.....	176.00
Engineer I-C.....	167.00
Engineer I-D.....	160.00
Engineer II-A.....	152.00
Engineer II-B.....	143.00
Engineer III-A.....	134.00
Engineer III-B.....	128.00
Engineer III-C.....	125.00
Engineer IV.....	121.00
Engineer V.....	113.00
Engineer VI.....	106.00
Engineer VII.....	101.00
Engineer VIII.....	98.00
Engineer IX.....	91.00
Engineer X.....	83.00
Engineer XI.....	75.00
Engineer XII.....	67.00
Design Technician I.....	107.00
Design Technician II.....	96.00
Architect.....	114.00
Planner I.....	117.00
Planner II.....	78.00
Planner III.....	72.00
Drafter IA.....	107.00
Drafter IB.....	100.00
Drafter II.....	94.00
Drafter III.....	88.00
Drafter IV.....	79.00
Drafter V.....	70.00
Drafter VI.....	63.00
Drafter VII.....	56.00
Clerical I.....	79.00
Clerical II.....	70.00
Clerical III.....	60.00
Clerical IV.....	53.00
Clerical V.....	44.00
Construction Manager.....	180.00
Surveyor I.....	127.00

Surveyor II	112.00
Technician I	93.00
Technician II	86.00
Technician III	79.00
Technician IV	77.00
Technician V	71.00
Technician VI	65.00
Technician VII	54.00
Technician VIII	47.00
Technician IX	39.00
Building Inspector I	178.00
Building Inspector I-A	119.00
Building Inspector II	94.00
Building Inspector III	75.00

REIMBURSABLES AND EQUIPMENT RATES

Robotics.....	35.00
GPS	35.00
Leica Total Station.....	25.00
Total Station Robotics	20.00
Tablet	45.00
Fluoroscope.....	50.00
4-Wheeler	50.00
Drone	75.00
Mileage	IRS Rate

RESOLUTION NO. _____

WHEREAS the City of Van Meter recently decided to pursue employment of a new City Administrator and has found a suitable candidate; and,

WHEREAS the City of Van Meter desires to finalize the employment of a City Administrator with a written contract of employment; now

THEREFORE BE IT RESOLVED BY THE VAN METER CITY COUNCIL that the Mayor is authorized to do the following:

1. Sign the written employment contract with Sarah Ames to become the Van Meter City Administrator;
2. Work with Sarah Ames to set a starting date for the position;

This resolution passed by a vote of _____ to _____ on February 28, 2022.

ATTEST:

CITY OF VAN METER, IOWA

Liz Thompson, City Clerk

Allan Adams, Mayor

Resolution #2022-___

“A Resolution Providing a Temporary Stipend to the City Clerk for accepting additional work duties during the City Administrator transition.”

Whereas, the City Administrator and the City Clerk have established a division of labor, and

Whereas, the City Administrator has resigned, and

Whereas, the City Clerk will be largely responsible for carrying out the city’s business during the interim, now

Therefore, be it resolved by the Van Meter City Council that the City clerk is hereby awarded a \$600 stipend each pay period for 8 pay periods. The term of this stipend shall begin with the pay period ending on February 28, 2022 and shall conclude with the pay period ending on August 19 (payable on August 24).

Passed and approved this 28th Day of February 2022.

_____ Mayor

ATTEST:

_____ Interim City Administrator

Offer of Employment

Position: Deputy City Clerk

Starting Grade: 1

Department: City Hall

FLSA: Non-Exempt

Reports to: City Clerk/City Administrator

This offer of employment is extended to Ms. Grace Grob for the above indicated position and attached Job Description. Acceptance of this offer of employment does not constitute any contractual obligation on behalf of the City of Van Meter or Ms. Grace Grob. Employment with the City of Van Meter may be contingent upon satisfactory completion of a pre-employment drug screening and background check.

Offer of Employment Terms:

- This offer of employment is subject to review and approval by the City Council
- This offer of employment will have a starting hourly rate of \$20.20 and will include all other benefits offered by the City.
- Employment with the City of Van Meter will be subject to a **90-day probationary period**. Probationary period may be reduced/extended for cause at the recommendation of the City Clerk, with approval by the City Administrator.
- Upon satisfactory completion of a probation period, the base hourly rate for this position will be \$20.60
- Satisfactory completion of a probation period includes review and recommendation by the City Clerk to the City Administrator and shall include successful completion of required SimpleCity accounting software onboarding.
- Within 18 months of appointment, the following credentials shall be required: Iowa Certified Municipal Clerk.
- Within 24 months of appointment, the following credentials shall be required: Iowa Certified Municipal Finance Officer.
- The work hours for this position shall generally be 9:00am to 5:00pm, Monday through Friday. Occasional meetings outside of normal office hours may be required as determined by the City Administrator and City clerk.

Offer accepted on 2/18/22 by Grace Grob Grace Grob

LIVING HERE

GROWING BUSINESS HERE

WORKING HERE

A- A+

Share:

[To Current Calendar](#)

Name: DMDC 2022

Date: May 11, 2022 - May 13, 2022

[Register Now](#)

Event Description:

Join the Greater Des Moines Partnership for its 43rd annual event to Washington, D.C. **DMDC** is a unique opportunity to promote vital regional and local priorities and economic development projects with one voice, one mission as one united region.

Trip includes:

- Charter air service including food, beverage and ground transportation
- Baggage fees
- Two nights at the Hilton Capitol Hill Hotel (formerly Washington Court Hotel)
- Two luncheons
- Two breakfasts
- A hosted evening reception
- A special dinner sponsored by the Affiliate Chambers

Location:

Hilton Capitol Hill Hotel
(Formerly Washington Court Hotel)
525 New Jersey Ave. NW
Washington, D.C. 20001

Date/Time Information:

Wednesday, May 11 - Friday,
May 13

Contact Information:

Ryan Moon (515) 286-4912
[Send an Email](#)

Fees/Admission:

Full DMDC Package: \$2,500
(Non-members \$2,700)

**Full DMDC Package, but
sharing a room:** \$2,200 (Non-
members \$2,400)

[Translate](#)

On Jan. 15, 2022, Washington, D.C. adopted a city-wide vaccination entry requirement that requires proof of two doses of a COVID-19 vaccine to enter indoor facilities within city limits. This includes hotels, bars, restaurants and other venues in the DMDC itinerary. **Therefore, proof of two doses of a COVID-19 vaccine is required for all participants.**

While there are religious and medical exceptions to the vaccine entry mandate, the rule of a daily negative test required for those exceptions is an unattainable standard to participate in DMDC programming. Therefore, we are requiring all DMDC participants to be vaccinated.

Due to current restrictions from the CDC, U.S. Federal Transit Administration and the City of Washington, D.C. mask mandate, **all participants will be required to wear a mask in all indoor settings including:**

- Airports and buses
- Charter airplanes
- All modes of transportation (commercial flights, buses, D.C. Metro, ride-sharing vehicles)
- Restaurant and bars (unless seated to eat or drink)
- Hilton Capitol Hill Hotel lobby and event rooms (unless seated to eat or drink)
- U.S. House Congressional Offices (U.S. Senate Congressional Offices do not have a mask requirement in place)
- Museums
- All other indoor establishments affiliated with the trip itinerary

The Partnership will continue to monitor the COVID-19 guidelines and will take necessary precautions to ensure the health and safety of DMDC 2022 participants. Measures may include but are not limited to proof of vaccination status, mask-wearing and social distancing at certain points of the trip. DMDC protocol will include recommendations, requirements and guidance from the

\$2,500 (Non-members) \$2,500,

Meet you in D.C. - Conference Only: \$1,250 (Non-members \$1,450)

Additional nights at the Hilton Capitol Hill Hotel may be available. For rates and book to additional nights before or after DMDC 2022 or if you are interested in a one-way charter option please contact Ryan Moon at rmoon@DSMpartnership.com or (515) 286-4912.

To avoid potential refund fees, The Partnership will issue invoices for DMDC 2022 on Tuesday, April 5 to be paid via check or with credit card. Payment must be submitted prior to departure on Wednesday, May 11.

Cancellations must be made by Friday, April 8. Refunds are not guaranteed after April 8.

Set a Reminder:

Enter your email address below to receive a reminder message.

DMDC 2022 registration is on a first come, first serve basis until spots on the charter plane and at the hotel are full.

The Partnership welcomes all participants. If you need any disability related accommodations or more information on DMDC, contact Ryan Moon, Public Policy Manager for the Greater Des Moines Partnership at rmoon@DSMpartnership.com or (515) 286-4912.



Receive the Latest Announcements & Updates

Newsletter Sign-Up

(515) 286-4950
info@DSMpartnership.com



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