Van Meter
tradition with a vision

Business Meeting
7:00pm

Monday, November 10, 2025
100 Hazel Street, Van Meter, IA 50261
Fellowship Hall

Council Meetings
Van Meter United Methodist Church
100 Hazel St, Van Meter, IA 50261

Joe Herman, Mayor

Council Members
Travis Brott, Mayor Pro Tem
Joel Akers
Blake Grolmus
Quin Pelz
Penny Westfall

City Staff
Liz Faust, City Administrator
Travis Cooke, City Clerk
Drew McCombs, Public Works Director
Sam Chia, Parks & Rec Director
Jonatha Basye, Library Director
Michael Brown, Police Chief
Mark Schmitt, Fire Chief
John Fatino, Whitfield & Eddy, PLC
Randy Johnson, Veenstra & Kimm, Inc.

Posted: Friday, November 7, 2025

NOTE: All public comments require that an individual sign in at the beginning of the meeting. ***Comments will generally be limited to a maximum of three (3) minutes per person****. Under Iowa law, the City Council is prohibited from discussing or taking any action on an item not appearing on its posted agenda. Any issue raised by public comment under the Citizen Hearing will be referred to staff for a decision on whether it should be placed on a future agenda. All comments from the public, Council, and Staff shall address the presiding officer, and upon recognition by the presiding officer, shall be confined to the question under debate, avoiding all indecorous language and references to personalities and abiding by the following rules of civil debate. • We may disagree, but we will be respectful of one another. • All comments will be directed to the issue at hand. • Personal attacks will not be tolerated.*

Meeting Agenda:

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Introductions**
4. **Civility Statement**
5. **Approval of the Agenda**
6. **Citizen Hearing**
7. **Consent Agenda**
   - **a.** Minutes of October 13, 2025 City Council Regular Business Meeting
   - **b.** Minutes of October 27, 2025 City Council Workshop
   - **c.** Minutes of September 29, 2025 Park Board Meeting
   - **d.** October Claims List
   - **e.** October Financial Reports
   - **f.** October IPAIT Report
   - **g.** FY25 Street Finance Report
   - **h.** October Building Permit Report
   - **i.** Resolution #2025-120 Approving Member to be Appointed to the Van Meter Volunteer Fire Department – Cunningham
8. **Discussion and Consideration:** Resolution #2025-119 Authorizing Memorandum of Understanding with Microsoft Corporation
9. **Discussion and Consideration:** Resolution #2025-121 Arlington Ave Final Payment and Accept Project
10. **Discussion and Consideration:** Resolution #2025-122 Water Treatment Plant and Water System Improvements Plans to Submit an SRF Construction Loan to Iowa DNR
11. **Discussion and Consideration:** Resolution #2025-123 Approving the Sale of 1999 Toyne Pumper Truck
12. **Discussion and Consideration:** Resolution #2025-124 Approving a Cash Rent Proposal for Parcel 1527300027
13. **Discussion and Possible Action:** Waiver of Special Event Fees - Holidays are Sweeter in Van Meter and approve Liquor License for Thirsty Pigs Mobile Food Truck
14. **Reports:**
    - **a.** City Administration
    - **b.** Public Works
    - **c.** Police
    - **d.** Fire
    - **e.** Library
    - **f.** Parks & Rec
    - **g.** City Engineer
    - **h.** City Attorney
15. **Adjournment**

Agenda Item #1

Call to Order

Mayor: ***The time is 7:00pm on Monday, November 10, 2025.***

I hereby call this meeting of the Van Meter City Council to order.

Agenda Item #2

Pledge of Allegiance

Those Present Led by Mayor: ***“I pledge Allegiance to the Flag of the United States of America, and to the Republic for which it stands, on Nation under God, indivisible, with liberty and justice for all.”***

Agenda Item #3

Introductions

City Council, City Staff and Guests will introduce themselves with their name and title/role.

Mayor Herman will recognize Adam Glade for the construction of the retaining wall at the Van Meter Cemetery for his Eagle Scout Project and thank him for his workmanship and contribution to the community. In appreciation of his work, the City will install a commemorative plaque at the site to honor his achievement.


-,AJVDRAS. REDICK
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Agenda Item #4

Civility Statement

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

- *Listen attentively*
- *Respect the opinions of others*
- *Keep an open mind*
- *Give constructive feedback, comments, and suggestions*
- *Avoid personal attacks*
- *Remember the things we have in common*
- *Value the People, the Process, and the Results*

Agenda Item #5

Approval of the Agenda

Submitted for: **ACTION**

Recommendation: **APPROVAL**

Sample Language:

Mayor: ***Are there any emergency additions to the agenda or other changes to the agenda?***

City Administrator or Clerk: _____

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

City Councilmember: _____ ***So moved.***

City Councilmember: _____ ***Second.***

Mayor: ***Roll Call Please.***

City Clerk: **Akers _____Brott _____Grolmus _____Pelz_____Westfall_____**

Mayor: ***The agenda is adopted as presented.***

Agenda Item #6

Citizen Hearing

Sample Language:

Mayor: ***At this time, I will recognize members of the public who have signed in and wish to address the City Council. Once given the floor, please state your full name. You will have a maximum of three (3) minutes to address the Council.***

Under Iowa law, the City Council is prohibited from discussing or taking any action on an item not appearing on its' posted agenda. Any issue raised by the public comment under Citizen Hearing will be referred to City Staff for a decision on whether or not it should be placed on a future agenda.

It is required that individuals addressing the City Council avoid all indecorous language, references to personalities and abide by these two simple rules of civil debate:

- ***We may disagree, but we will be respectful of one another.***
- ***Personal attacks will not be tolerated.***

Agenda Item #7

Consent Agenda

Submitted for: **ACTION**

Recommendation: **APPROVAL**

Sample Language:

Mayor: ***Would staff please review the Consent Agenda?***

Mayor: ***Does the City Council wish to discuss any item on the Consent Agenda separately? If not, I would entertain a motion to Adopt the Consent Agenda as presented.***

City Councilmember: _____***So moved.***

City Councilmember: _____***Second.***

Mayor: ***Roll Call Please.***

City Clerk: **Akers _____Brott _____Grolmus_____ Pelz_____Westfall_____**

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

City of Van Meter, Iowa

City Council Minutes – October 13, 2025

1) The Van Meter City Council met for a regular council meeting on Monday, October 13, 2025, at the United Methodist Church located at 100 Hazel Street, Van Meter, IA 50261. Mayor Herman called the meeting to order at 7:00pm. The following council members were present upon roll call: Joel Akers, Travis Brott, Quin Pelz and Penny Westfall. Absent: Blake Grolmus. Staff present: City Attorney S. Luke Craven, City Engineer Randy Johnson, Police Chief Mike Brown, Public Works Director Drew McCombs, Library Director Jonatha Basye, Parks and Recreation Director Sam Chia, Justin Nickel, Bolton and Menk, City Clerk Travis Cooke and City Administrator Liz Faust. Citizens present were Steve Meyer, Kathy Bradshaw, Clint Carpenter, William Ludwig, and Paul Scieszinski.
2) Mayor Herman led the Pledge of Allegiance.
3) Introductions were made.
4) Mayor Herman read a Civility Statement setting expectations of respect for the meeting.
5) Brott moved, supported by Akers, to approve the agenda with Item #18 moved to a future meeting. On roll call the votes were as follows: Akers – YES; Brott – YES; Pelz – YES; Westfall – YES; Grolmus- A. **YES (4) NO (0) ABSTAIN (0) ABSENT (1)**
6) Citizen Hearing: Steve Meyer, 2514 Brookview- spoke in support of Paul Scieszinski. Kathy Bradshaw, West Des Moines, spoke in opposition to the city's rental inspection program and the inspector. William Ludwig, West Des Moines, spoke in support of Paul Scieszinski. Paul Scieszinski, 414 Wilson St. spoke in opposition to the city's rental inspection program and the inspector.
7) Mayor Herman asked for a motion to adopt the consent agenda which included the following:
    - **a.** Minutes of September 8, 2025, City Council Regular Business Meeting
    - **b.** Minutes of September 22, 2025, City Council Workshop
    - **c.** Minutes of September 4, 2025 Park Board Meeting
    - **d.** Minutes of October 2, 2025 Board of Adjustment Meeting
    - **e.** September Claims List

Vendor	Reference	Amount
ALLIANCE CONSTRUCTION GROUP	PAY EST #4 - ARLINGTON	285,603.63
US POSTMASTER	SEPT OCT NOV UB POSTAGE	750
ACCO	CHLORINE	448
ADAM BOECK	FALL 25 SOCCER REF	330
AGSOURCE COOPERATIVE SERVICES	DRINKING WATER TESTING	220.5
AINSLEY WATSON	FALL 25 SOCCER REF	225
ANDREW DEA	FALL 25 SOCCER REF	155
AT&T MOBILITY	PD CELL PHONES	277.56
AVEY WATSON	SOCCER REF	30
AYLA LANSMAN	FALL 25 SOCCER REF	130
BANNER FIRE EQUIPMENT	LEATHER GLOVES	133.02
BLANK PARK ZOO	MEMBERSHIP	250
BOLTON & MENK INC	VM/RICHLAND RD TRAIL PROJECT	38,761.00
BRAELEE KUNKEL	FALL 25 SOCCER REF	50
BRAYDEN FENNESSEY	FALL 25 SOCCER REF	105
CALVIN VERDI	FALL 25 SOCCER REF	100
CIT SEWER SOLUTIONS	ARLINGTON STORM DRAIN CLEANING	2,970.00
CONTINENTAL RESEARCH CORP	LOCATE SUPPLY	1,117.25
DALLAS CO SECONDARY ROADS	CLASS D ROCK	3,312.08
DANE BERNHARDT	FALL 25 SOCCER REF	30
EMERSYN BAHR	FALL 25 SOCCER REF	110
FENIX USA LLC	MONTHLY HOSTING CHARGE WA	328.75
FIRE SAFETY USA	HANDLELOK MOUNTING BRACKET	373.55
GABE SCOTT	FALL 25 SOCCER REF	40
GCMOA	GCMOA ANNUAL DUES	38
GRAYSON WIGANT	FALL 25 SOCCER REF	245
HADLEY BENGE	FALL 25 SOCCER REF	35
HENDRIX MOYER	FALL 25 SOCCER REF	50
HUDSON SODERHOLM	FALL 25 SOCCER REF	195
IMFOA	TRAVIS COOKE - BENEFITTED MEM.	50
INDUSTRIAL CHEM LABS	LIFT STATION DEGREASER	651.39
IOWA CONCRETE CUTTING INC	DIESEL SLAB SAW	500
IOWA DEPARTMENT OF NATURAL RES	ANNUAL WATER USE FEE RENEWAL CY26	115
IOWA DEPT OF PUBLIC SAFETY	FY 26 QRTLY INV 07/25-09/25	300
IOWA ONE CALL	61X LOCATE REQUESTS SW	111.3
JACK JACOBS	FALL 25 SOCCER REF	10
JACK KRIEGER	FALL 25 SOCCER REF	105
JMT TRUCKING	STREET MAINT	1,890.24
KAEGAN WIGANT	FALL 25 SOCCER REF	115
KATE OLIVER	FALL 25 SOCCER REF	80
KEENAN LUNDY	FALL 25 SOCCER REF	70
LANDON ELLIOTT	FALL 25 SOCCER REF	10
LANDON LUKAN	FALL 25 SOCCER REF	25
LANE OBERMEIER	FALL 25 SOCCER REF	80
LAYTON FANNON	FALL 25 SOCCER REF	50

LEVI LUKAN	FALL 25 SOCCER REF	35
LIBERTY READY MIX	VIRGINIA ST MANHOLE	703.75
MEMPHIS VIS	FALL 25 SOCCER REF	30
MIDAMERICAN ENERGY RECPLEX	SOCCER FIELD RENTAL	779
NATE SCHRECK	FALL 25 SOCCER REF	175
NIC WIGANT	SOCCER REF	150
SELECTIVE INSURANCE CO THE SE	CONCESSION STAND INSURANCE RENEWAL	1,761.00
TEAG SCHWEITZBERGER	FALL 25 SOCCER REF	40
TEAM SERVICES INC	601 MAIN SOIL BORINGS	5,590.00
THORPE WATER DEV CO	WELL PUMP REPAIR	895
VEENSTRA & KIMM INC	WATER TREATMENT PLANT DESIGN	35,793.50
WILL NIXON	FALL 25 SOCCER REF	120
WORKFORCE SOLUTIONS	SMALL AGENCY CONFERENCE	215
ADT SECURITY SERVICES	ALARM MONITORING SERVICE PLAN	172.62
AMAZON CAPITAL SERVICES	CLERK MONITORS KEYBOARD MOUSE	1,868.75
BASE	CAFETERIA MONTHLY - NOVEMBER	30
BLAKE SKINNER	SOCCER REF FALL 25	105
BOBCAT WILDLIFE & PEST	P&R MOLE TREATMENT FALL 25	505
BOLTON & MENK INC	LANDSCAPE ARCHITECT	216
CADEN YUSKA	FLAG FOOTBALL OFFICIAL	30
CIT SEWER SOLUTIONS	ARLINGTON AVE INSPECTION	2,970.00
COMPASS BUSINESS SOLUTIONS	REGULAR ENVELOPES	1,003.47
CULLIGAN	CH & PW WATER	100.81
GABE JONES	FLAG FOOTBALL OFFICIAL	90
GRIMES ASPHALT	F90 HMA PATCH	16,250.00
HEARTLAND BUSINSES SYSTEM	MONTHLY BILLING	5,358.88
IMFOA	IMFOA FALL CONFERENCE	225
INTOXIMETERS INC	DRYGAS 108L/223PPM (.082)C	135
IOWA CODE ENFORCEMENT	SEPTEMBER SERVICE FEE	600
J & M DISPLAYS	FIREWORKS	3,500.00
JMT TRUCKING	STREET MAINT	856.36
LAURA KUNKEL	CLEANING 8/17, 8/31, 9/14	75
LEXIPOL LLC	ANNUAL LAW ENFORCEMENT POLICY	2,069.10
LIBERTY READY MIX	VIRGINIA ST MANHOLE	445
LOWE'S	RICHLAND RD SUPLIES	3,627.03
MAINLINE CONSTRUCTION	RICHLAND CULV REP PAY EST #2	3,649.77
MATHESON TRI GAS INC	OXYGEN	42.4
MEDIACOM	CITY HALL INTERNET FOR JUNE	416.95
MIDAMERICAN ENERGY	SEPTEMBER GAS/ELECTRIC	3,321.39
NOAH JONES	FLAG FOOTBALL OFFICIAL	90
PEEK SALES & SERVICE	MOWER SERVICE	1,288.62
PENELOPE MARTIN	FALL 25 SOCCER REF	40
SIMMERING-CORY INC	ANNUAL WEB HOSTING	450
STIVERS FORD	2017 FORD EXPLORER TIRES	780
THORPE WATER DEV CO	MONTHLY AFFIDAVIT CHARGE	800
TOYNE INC	PUMPER TRUCK	330,423.00
UNITED UTILITIES & EXCAVATION	WATER MAIN P1 PAY EST #5	33,173.00
VEENSTRA & KIMM INC	VMCSD ADDITION BI3 SITE PLAN	46,063.80
VERIZON WIRELESS	CELL PHONE CHARGES - SW	657.79
WASTE CONNECTIONS	GARBAGE CONTRACT	13,275.51
WELLS FARGO CC	SEPTEMBER CREDIT CARD	1,670.12
WHITFIELD & EDDY PLC	GENERAL MATTERS SEPTEMBER	12,596.35
WASTE SOLUTIONS OF IA	KYBOS - MEMORIAL PARK	2,190.00
ELAN FINANCIAL - EBANK CC	AUGUST CC CHARGES	173.9
GATEHOUSE MEDIA IA HOLDINGS	MINUTES	240.4
GATEHOUSE MEDIA IA HOLDINGS	BOA NOTICE OF HEARING	40.72
THE HARTFORD	EMPL LIFE DISABILITY INS	406.66
WELLMARK	OCTOBER HEALTH INS	11,493.05
WEX BANK	AUGUST FUEL	1,904.28
FORTE	WEB PROCESSING FEES	572.36
FORTE	POS PROCESSING FEES	23.47
GATEHOUSE MEDIA IA HOLDINGS	LEGAL PUBLICATIONS	44.56

EARLHAM SAVINGS BANK	EBANK EFT ACH FEES	25
AMAZON CAPITAL SERVICES	OPERATING SUPPLIES	1,121.81
GATEHOUSE MEDIA IA HOLDINGS	STORMWATER DISCHARGE NOTICE	33.04
DELTA DENTAL	OCTOBER DENTAL & VISION	762.32
CLIAMS TOTAL		894,866.81

9/10-10/10 Payroll 62,347.74

SEPTEMBER 2025 FINANCIAL STATEMENT

Fund	**Received**	**Disbursed**
GENERAL	82,727.61	119,430.37
PARK OPERATIONS		304.14
ROAD USE TAX	22,836.11	
EMPLOYEE BENEFITS	8,193.60	187.41
LOCAL OPTION SALES TAX	36,077.72	
TIF - GENERAL	19,284.36	
DEBT SERVICE	10,820.30	
ARLINGTON ROAD RESURFACE		292,036.53
MASTER TRAILS PROJECT		33.04
601 MUNICIPAL BUILDING		35,674.50
WATER MAIN REPLACEMENT P1		100,007.02
WATER TREATMENT FACILITY		14,504.20
GRAND RIDGE ESTATES PARK		8,350.00
RICHLAND RD CULVERT		63,037.39
2025 MASTER PARKS PLAN		12,314.00
WATER	45,002.35	17,057.02
SEWER	32,676.46	13,325.09
TOTAL	**257,618.51**	**676,260.71**

f. September Financial Reports Including IPAIT
g. September Building Permit Report

Akers moved, supported by Brott, to approve the consent agenda. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus-A; Pelz – YES; Westfall - YES. **YES (4) NO (0) ABSTAIN (0) ABSENT (1)**

8) Brott moved, supported by Akers, to approve Resolution #2025-110 Approving Final Payment and Certificate of Completion for the Richland Road Culvert Replacement Project. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus-A; Pelz – YES; Westfall - YES. **YES (4) NO (0) ABSTAIN (0) ABSENT (1)**
9) Akers moved, supported by Pelz, to approve Resolution #2025-111 Approving Change Order Request #5 for the Arlington Avenue Street Project. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus-A; Pelz – YES; Westfall - YES. **YES (4) NO (0) ABSTAIN (0) ABSENT (1)**
10) City Engineer Randy Johnson summarized the change order history with the Arlington Ave Street project that extended the completion date of the project from July 31, 2025, to August 27, 2025. The project was completed on September 13, 2025. The city is seeking $4,250 in liquidated damages for the additional days. Clint Carpenter of Alliance Construction discussed weather and work from outside entities that delayed the project and countered with $1,250 in liquidated damages. Akers and Brott acknowledged the issues. Council came to a consensus to move forward with $1250 in damages to be approved at a later meeting. Akers moved, supported by Brott to table Item #10 to a future meeting. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus-A; Pelz – YES; Westfall - NO. **YES (3) NO (1) ABSTAIN (0) ABSENT (1)**
11) Brott moved, supported by Akers to Approve Resolution #2025-112 A Resolution Approving Agreement Amendment for Construction Inspection and Staking Services with Bolton & Menk, Inc. for the Richland Road Trail Project. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus-A; Pelz – YES; Westfall - YES. **YES (4) NO (0) ABSTAIN (0) ABSENT (1)**
12) Akers moved, supported by Westphall to Approve Resolution #2025-113 A Resolution Approving the Agreement with Veenstra & Kimm, Inc. for Construction Staking Services for the Richland Road Trail Project. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus-A; Pelz – YES; Westfall - YES. **YES (4) NO (0) ABSTAIN (0) ABSENT (1)**
13) Akers moved, supported by Pelz, to approve Resolution #2025-114 – A Resolution Accepting Permanent and Temporary Easements. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus-A; Pelz – YES; Westfall - YES. **YES (4) NO (0) ABSTAIN (0) ABSENT (1)**
14) Brott moved, supported by Akers to approve Resolution #2025-115 – A Resolution Approving the Assignment of Development Agreement. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus-A; Pelz – YES; Westfall - YES. **YES (4) NO (0) ABSTAIN (0) ABSENT (1)**
15) Pelz moved, supported by Akers to approve Resolution #2025-116 A Resolution Approving Surplus Property Disposal Policy. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus-A; Pelz – YES; Westfall - YES. **YES (4) NO (0) ABSTAIN (0) ABSENT (1)**
16) Pelz moved, supported by Akers to approve Resolution #2025-117 – A Resolution Appointing a Replacement Representative Travis Cooke to the Mid-Iowa Planning Alliance. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus-A; Pelz – YES; Westfall - YES. **YES (4) NO (0) ABSTAIN (0) ABSENT (1)**
17) Brott moved, supported by Akers to approve Resolution #2025-118 Approving FY 25 Balance Transfers for Audit. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus-A; Pelz – YES; Westfall - YES. **YES (4) NO (0) ABSTAIN (0) ABSENT (1)**
18) Pelz moved, supported by Akers to approve tax abatement for 36440 Shadow Trail. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus-A; Pelz – YES; Westfall - YES. **YES (4) NO (0) ABSTAIN (0) ABSENT (1)**
19) Staff Reports: Presented as written in the packet.
20) Akers moved, supported by Brott, to adjourn the meeting. On roll call the votes were as follows: Akers – YES; Brott – YES; Grolmus-A; Pelz – YES; Westfall - YES. **YES (4) NO (0) ABSTAIN (0) ABSENT (1)** The meeting was adjourned at 8:06 pm.

_____

Joe Herman, Mayor

ATTEST:

_____

Travis Cooke, City Clerk

City of Van Meter, Iowa

City Council Workshop – Monday, October 27, 2025

1) The Van Meter City Council met for a work session on Monday, October 27, 2025, at the United Methodist Church, 100 Hazel Street, Van Meter, IA 50261. Mayor Herman called the meeting to order at 6:18 pm. The following council members were present upon a roll call: Joel Akers, Travis Brott, Quin Pelz and Penny Westfall. Blake Grolmus was absent.
   Staff present: City Administrator Liz Faust, City Clerk Travis Cooke, and Police Chief Mike Brown.
2) Ackers moved, supported by Brott, to approve the agenda. On roll call, the votes were as follows: Akers – YES; Brott – YES; Grolmus – A; Pelz – YES; Westfall – YES. **YES (4) NO (0) ABSTAIN (0) ABSENT (1)**
3) Council discussed employee evaluations.
4) Brott moved, supported by Grolmus, to adjourn. On roll call, the votes were as follows: Akers – YES; Brott – YES; Grolmus – A; Pelz – YES; Westfall – YES. **YES (4) NO (0) ABSTAIN (0) ABSENT (1)** Mayor Herman adjourned the meeting at 7:29 pm.

_____
Joe Herman, Mayor

Attest:

_____
City Clerk, Travis Cooke

City of Van Meter, Iowa

Parks & Recreation Board Meeting Notes – September 29, 2025

1) The Van Meter Parks & Recreation Board met on September 29, 2025 for a meeting. The meeting started at 6:01 pm.

   Parks & Recreation Director Chia called the meeting to order & roll was taken.

   Board Members Present: Rhonda Baldwin, Janice Miller, Lisa Benton, Amber Bowen, Nate Weitl, Rona Jacobs
   Staff Present: Sam Chia – Parks & Recreation Director, Joe Herman - Mayor

2) **Approval September 4th Agenda**
   - Agenda approved; Lisa Benton approved agenda ~ Rona Jacobs second approval

3) **Approval of September 4, 2025 Minutes**
   - Minutes from September 4, 2025 reviewed – Approved by Nate Weitl ~ Second by Lisa Benton

Parks and Rec Strategic Planning

4) **Van Meter Parks & Recreation Mission Statement and Vision Review**
   - Janice Miller located and read the current mission statement focused on improving quality of life through recreation and wellness.
   - Reviewed the list of goals from July 2020, including park upgrades, trail connectivity, community events, requiring parkland in new developments, maintenance standards, and partnership with the school.
   - Many initiatives have been accomplished or are ongoing, but some such as citywide trail connections, remain in progress.

Park Development, Master Parks Plan, and Communication Updates

- Discussed development-related park requirements; concerns raised about the quality and usability of parkland provided by developers.
- Noted issues with parkland being donated as less desirable land or, in some cases, money in lieu of parks (e.g., Hudson Heights).
- Questions around enforcement and tracking of developer commitments for park contributions.
- Master Parks Plan: Steering committee meetings underway, not public, but public input is solicited through surveys and events (e.g., sticky notes, SurveyMonkey).
- Ongoing priorities: creating more accessible parks, keeping residents within walkable distance, and enhancing shared use with schools.

- Repeated communication challenges—difficulty spreading information about events and resources, website usability issues, and outdated event listings.

City Signage and Community Engagement

- Extended discussion on the need for improved city signage to boost awareness of local events (digital and/or physical signs, banners on poles, use of websites).
- Multiple parties have raised funds or offered proposals for new signage; cost estimates for digital signs discussed ($25,000 ballpark, various options considered).
- Issues with finding a location for a sign due to ownership and city ordinances; some land parcels in "no man's land" but possibly available for city use.
- Banners on existing poles discussed as a low-cost alternative to boost event visibility; details about previous approvals and limitations on locations.
- Group will coordinate with various city departments, the legion, and others to move signage projects forward.
- Responsibility for programming and maintaining digital content may require city staff or technical support.

5) Field Maintenance and Use Planning

- Field maintenance remains a challenge: recommendations from Iowa Sports Turf and All American Custom Lawn Care include regular aeration, overseeding, and possibly rolling/flattening the fields.
- Volunteer offers for field maintenance have been turned down due to liability and insurance concerns.
- Debated best approach for resting fields and rotating practices; currently not all available fields are listed as options for teams.
- Soccer board/city roles clarified: city is responsible for fields, with the soccer board as an advisory body.
- Need for better scheduling, communication, and enforcement of field use policies to allow maintenance and recovery—idea to assign/rest specific fields and require coaches/teams to use alternates.
- Discussed lack of field space for U12 and larger teams, sometimes resulting in renting fields elsewhere.
- Brought up possibility of adding field lighting for extended evening use; noted past proposals were not pursued.

- Accessibility issues and the possibility (not legal requirement) of adding ADA parking or sidewalks discussed and tabled pending broader master plan guidance.

6) Sponsorship Signage and Fundraising Initiatives

- Drafted a sponsorship banner program for local businesses; consensus to price banners at $500 per 4x6 vinyl, including printing.
- Banners to be uniform size, displayed at various fields; sponsors can choose locations if space is available.
- Artwork submitted by sponsors, production by preferred vendors; banners displayed for a year with city handling installation/maintenance. Will begin in January 2026
- Money from the program should be earmarked for field maintenance/parks and rec, not city general fund.
- Marketing to begin in conjunction with sports registration
- Proposed use of QR codes on banners to attract more sponsors.

7) Community Event Updates and Information Sharing

- Plans for Beggars Night: handing out candy at Memorial Park with fire rings; city to assist in providing supplies.
- Emphasis on the need for timely updates to the city website/calendar, especially for event dates (e.g., Halloween, community yoga).
- Discussed various methods to improve communication, including physical and digital signs, city website, newsletters, and banners.

8) Master Trails and Park Improvement Updates

- School board approved permanent easement for master trail; bid letting set for mid-November, construction to start in spring.
- Consideration of integrating unique features like glow-in-the-dark stones, but practical issues (e.g., stones coming loose) noted.
- Ongoing vision for a trail around the school pond with lighting and access improvements, tied to the master plan and possible partnership with the school.

Accountability, Board Operations, and Next Steps

- Frustration voiced regarding slow progress, lack of follow-through on action items, and communication bottlenecks (especially given open meeting laws limiting email follow-up).

- Board clarified their advisory role, with final responsibility often landing on city staff or council.
- Agreed to continue compiling prioritized checklists for improvements at the rec complex and parks, guided by the master plan.
- Plans to invite soccer board and master parks plan consultants for winter/spring meetings to increase collaboration and accountability.

Suggested Action Items

- Follow up with developers/city staff regarding outstanding parkland or in-lieu payments for Hudson Heights and other developments.
- Check on status and accessibility of Trindle Ridge and other neighborhood trails; coordinate with city for maintenance.
- Advance city sign project by clarifying land ownership, updating cost estimates, and seeking consensus among partners (legion, city, CDC, etc.).
- Finalize sponsorship banner program: confirm vendor pricing, submission deadlines, and rollout/marketing plan.
- Update city website and newsletter with correct dates and upcoming events, and assign responsibility for regular updates.
- Schedule meeting with soccer board and master parks plan consultants to address field usage, maintenance, and future improvements.
- Begin checklist of facility priorities at the rec complex for ADA, lighting, and infrastructure upgrades.
- Establish a clear plan and communications process for board follow-up on action items, within the constraints of open meeting laws.

9) Adjournment at 7:46 pm. First motion: Lida Benton. Second motion: Nate Weitl

** Notes prepared by Rhonda Baldwin

Report Criteria:
Detail report.
Invoices with totals above $0.00 included.
Paid and unpaid invoices included.

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
ACCO							
ACCO	0257413-IN	CHLORINE	10/20/2025	315.50	.00		
ACCO	0257414-IN	CHLORINE	10/20/2025	243.40	.00		
Total ACCO:				558.90	.00		
ADAM BOECK							
ADAM BOECK	06NOV2025	FALL 25 SOCCER REF	11/06/2025	95.00	.00		
Total ADAM BOECK:				95.00	.00		
ADT SECURITY SERVICES							
ADT SECURITY SERVICES	05NOV2025	ALARM MONITORING SERVICE PLAN	10/13/2025	57.54	.00		
ADT SECURITY SERVICES	05NOV2025	ALARM MONITORING SERVICE PLAN	10/13/2025	57.54	.00		
ADT SECURITY SERVICES	05NOV2025	ALARM MONITORING SERVICE PLAN	10/13/2025	57.54	.00		
Total ADT SECURITY SERVICES:				172.62	.00		
AGSOURCE COOPERATIVE SERVICES							
AGSOURCE COOPERATIVE SE	PS-INV407042	DW TESTING	05/13/2025	14.50	.00		
AGSOURCE COOPERATIVE SE	PSINV416735	DRINKING WATER TESTING	06/30/2025	19.75	.00		
AGSOURCE COOPERATIVE SE	PS-INV435807	TESTING SERVICES SEWER	10/21/2025	14.50	.00		
AGSOURCE COOPERATIVE SE	PS-INV435807	TESTING SERVICES WATER	10/21/2025	14.50	.00		
Total AGSOURCE COOPERATIVE SERVICES:				63.25	.00		
AINSLEY WATSON							
AINSLEY WATSON	06NOV2025	FALL 25 SOCCER REF	11/06/2025	90.00	.00		
Total AINSLEY WATSON:				90.00	.00		
AIYANNA DIXON							
AIYANNA DIXON	06NOV2025	FALL 2025 SOCCER REF	11/06/2025	85.00	.00		
AIYANNA DIXON	AD35	FALL 2025 SOCCER REF	11/01/2025	35.00	.00		
Total AIYANNA DIXON:				120.00	.00		
ALL AMERICAN TURF BEAUTY							
ALL AMERICAN TURF BEAUTY	594506	FALL APPLICATION	10/22/2025	2,636.00	.00		
Total ALL AMERICAN TURF BEAUTY:				2,636.00	.00		
ALLIANCE CONSTRUCTION GROUP							
ALLIANCE CONSTRUCTION GR	07NOV2025	ARLINGTON AVE PAY EST #6	11/07/2025	1,140.00	.00		
ALLIANCE CONSTRUCTION GR	5NOV2025	ARLINGTON AVE PAY EST #5	11/05/2025	110,664.58	110,664.58	11/05/2025	
Total ALLIANCE CONSTRUCTION GROUP:				111,804.58	110,664.58		
AMERICAN UNDERGROUND SUPPLY							
AMERICAN UNDERGROUND SU	S100068687.0	SERVICE SUPPLIES	10/10/2025	36.01	.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total AMERICAN UNDERGROUND SUPPLY:				36.01	.00		
ANDREW DEA							
ANDREW DEA	06NOV25	FALL 25 SOCCER REF	11/06/2025	190.00	.00		
Total ANDREW DEA:				190.00	.00		
ARNOLD MOTOR SUPPLY							
ARNOLD MOTOR SUPPLY	21INV168490	SHOP SUPPLIES WATER	10/13/2025	8.41	.00		
ARNOLD MOTOR SUPPLY	21INV168490	SHOP SUPPLIES SEWER	10/13/2025	8.43	.00		
ARNOLD MOTOR SUPPLY	21INV168490	SHOP SUPPLIES STREETS	10/13/2025	8.41	.00		
ARNOLD MOTOR SUPPLY	21INV170334	SHOP SUPPLIES STREETS	11/04/2025	11.51	.00		
ARNOLD MOTOR SUPPLY	21INV170334	SHOP SUPPLIES SEWER	11/04/2025	11.51	.00		
ARNOLD MOTOR SUPPLY	21INV170334	SHOP SUPPLIES WATER	11/04/2025	11.52	.00		
Total ARNOLD MOTOR SUPPLY:				59.79	.00		
AT&T MOBILITY							
AT&T MOBILITY	287296271409	PD CELL PHONES	10/19/2025	277.69	.00		
Total AT&T MOBILITY:				277.69	.00		
AVEY WATSON							
AVEY WATSON	06NOV2025	SOCCER REF	11/06/2025	20.00	.00		
Total AVEY WATSON:				20.00	.00		
AYLA LANSMAN							
AYLA LANSMAN	06NOV2025	FALL 25 SOCCER REF	11/06/2025	95.00	.00		
Total AYLA LANSMAN:				95.00	.00		
BASE							
BASE	01DEC20225	MONTHLY CAFETERIA	11/06/2025	30.00	.00		
Total BASE:				30.00	.00		
BLAKE SKINNER							
BLAKE SKINNER	06NOV2025	SOCCER REF FALL 25	11/06/2025	55.00	.00		
Total BLAKE SKINNER:				55.00	.00		
BOLTON & MENK INC							
BOLTON & MENK INC	0375349	PARKS PLAN COMM NEEDS & PLAN	09/30/2025	16,453.00	.00		
BOLTON & MENK INC	0377001	VM/ IA INTERSTATE RR EXHIBIT	10/20/2025	10.00	.00		
BOLTON & MENK INC	0377005	VM/RICHLAND RD TRAIL PROJECT	10/20/2025	49,919.62	.00		
Total BOLTON & MENK INC:				66,382.62	.00		
CALHOUN-BURNS & ASSOC							
CALHOUN-BURNS & ASSOC	193101-2	2025 BRIDGE RATING & INSPECT	10/24/2025	990.00	.00		
Total CALHOUN-BURNS & ASSOC:				990.00	.00		
CALVIN VERDI							
CALVIN VERDI	06NOV2025	FALL 25 SOCCER REF	11/06/2025	25.00	.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total CALVIN VERDI:				25.00	.00		
CARTER CONSTRUCTION GROUP LLC							
CARTER CONSTRUCTION GRO	112	WATERMAIN REPAIR	02/27/2025	1,000.00	.00		
Total CARTER CONSTRUCTION GROUP LLC:				1,000.00	.00		
CHARLOTTE GUNNUFSON							
CHARLOTTE GUNNUFSON	3NOV2025	SCHOOL/LIBRARY VISIT	10/24/2025	100.00	.00		
Total CHARLOTTE GUNNUFSON:				100.00	.00		
COLBY HERRON							
COLBY HERRON	06NOV2025	TACKLE FOOTBAL FEE REIMBURSEM	11/06/2025	7,926.00	.00		
Total COLBY HERRON:				7,926.00	.00		
CONTRACTOR SOLUTIONS							
CONTRACTOR SOLUTIONS	1-568174-2	MONTHLY SEWER PUMP RENTAL	10/09/2025	1,062.00	.00		
CONTRACTOR SOLUTIONS	1-568174-3	MONTHLY SEWER PUMP RENTAL	10/31/2025	1,062.00	.00		
Total CONTRACTOR SOLUTIONS:				2,124.00	.00		
CORE & MAIN							
CORE & MAIN	X986331	HYDRANT REPAIR	10/31/2025	7,415.00	.00		
Total CORE & MAIN:				7,415.00	.00		
CULLIGAN							
CULLIGAN	704932	WATER CITY HALL	10/31/2025	25.10	.00		
CULLIGAN	704932	WATER CITY HALL WTR FUND	10/31/2025	8.36	.00		
CULLIGAN	704932	WATER CITY HALL SWR FUND	10/31/2025	8.38	.00		
CULLIGAN	704932	WATER CITY HALL STREETS	10/31/2025	8.36	.00		
CULLIGAN	752089	WATER LIBRARY	10/31/2025	26.91	.00		
Total CULLIGAN:				77.11	.00		
DALLAS CO RECORDER							
DALLAS CO RECORDER	06NOV2025	TRAIL RECORDING FEE	11/06/2025	171.00	.00		
Total DALLAS CO RECORDER:				171.00	.00		
DANE BERNHARDT							
DANE BERNHARDT	06NOV2025	FALL 25 SOCCER REF	11/06/2025	160.00	.00		
Total DANE BERNHARDT:				160.00	.00		
DANIEL WIEBELHAUS							
DANIEL WIEBELHAUS	06NOV2025	FLAG FB REF	11/06/2025	30.00	.00		
Total DANIEL WIEBELHAUS:				30.00	.00		
DELTA DENTAL							
DELTA DENTAL	306580000012	DENTAL & VISION SEWER	10/31/2025	132.56	.00		
DELTA DENTAL	306580000012	DENTAL & VISION LIBRARY	10/31/2025	79.68	.00		
DELTA DENTAL	306580000012	DENTAL& VISION PD	10/31/2025	218.44	.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
DELTA DENTAL	306580000012	DENTAL & VISION RUT	10/31/2025	122.43	.00		
DELTA DENTAL	306580000012	DENTAL & VISION CITY HALL	10/31/2025	38.78	.00		
DELTA DENTAL	306580000012	DENTAL & VISION WATER	10/31/2025	170.43	.00		
Total DELTA DENTAL:				762.32	.00		
DENMAN							
DENMAN	31OCT2025	FY 25 AUDIT LIBRARY	10/31/2025	750.00	.00		
DENMAN	31OCT2025	FY 25 AUDIT COUNCIL	10/31/2025	750.00	.00		
DENMAN	31OCT2025	FY 25 AUDIT ST	10/31/2025	750.00	.00		
DENMAN	31OCT2025	FY 25 AUDIT EC DEV	10/31/2025	750.00	.00		
DENMAN	31OCT2025	FY 25 AUDIT PZ	10/31/2025	750.00	.00		
DENMAN	31OCT2025	FY 25 AUDIT PD	10/31/2025	750.00	.00		
DENMAN	31OCT2025	FY 25 AUDIT REC	10/31/2025	750.00	.00		
DENMAN	31OCT2025	FY 25 AUDIT CLERK	10/31/2025	6,000.00	.00		
DENMAN	31OCT2025	FY 25 AUDIT PD	10/31/2025	750.00	.00		
Total DENMAN:				12,000.00	.00		
DRAKE WHITE							
DRAKE WHITE	06NOV2025	FLAG FB REF	11/06/2025	30.00	.00		
Total DRAKE WHITE:				30.00	.00		
EARLHAM SAVINGS BANK							
EARLHAM SAVINGS BANK	20251015	EFT ACH FEES	10/15/2025	8.33	8.33	10/15/2025	
EARLHAM SAVINGS BANK	20251015	EFT ACH FEES	10/15/2025	8.33	8.33	10/15/2025	
EARLHAM SAVINGS BANK	20251015	EFT ACH FEES	10/15/2025	8.34	8.34	10/15/2025	
Total EARLHAM SAVINGS BANK:				25.00	25.00		
ELAN FINANCIAL - EBANK CC							
ELAN FINANCIAL - EBANK CC	01NOV2025	CANVA	11/01/2025	20.00	.00		
ELAN FINANCIAL - EBANK CC	01NOV2025	DSM REGISTER	11/01/2025	24.00	.00		
Total ELAN FINANCIAL - EBANK CC:				44.00	.00		
EMERSYN BAHR							
EMERSYN BAHR	06NOV2025	FALL 25 SOCCER REF	11/06/2025	40.00	.00		
Total EMERSYN BAHR:				40.00	.00		
FENIX USA LLC							
FENIX USA LLC	28523	MONTHLY HOSTING CHARGE WATER	11/01/2025	164.37	.00		
FENIX USA LLC	28523	MONTHLY HOSTING CHARGE SEWER	11/01/2025	164.38	.00		
Total FENIX USA LLC:				328.75	.00		
FIRE SAFETY USA							
FIRE SAFETY USA	207583	IRONSLOK MOUNTING BRACKET	10/22/2025	263.96	.00		
FIRE SAFETY USA	207652	HANDLELOK MOUNTING BRACKET	10/23/2025	233.70	.00		
FIRE SAFETY USA	207775	TNT DENVER TOOL	10/28/2025	349.90	.00		
FIRE SAFETY USA	207776	5" STORZ X 6" FEMALE ADAPTER	10/28/2025	316.90	.00		
Total FIRE SAFETY USA:				1,164.46	.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
FULLER PETROLEUM SERVICE							
FULLER PETROLEUM SERVICE	1NOV2025	DIESEL FOR GENERATOR	11/01/2025	127.74	.00		
Total FULLER PETROLEUM SERVICE:				127.74	.00		
GABE SCOTT							
GABE SCOTT	06NOV2025	FALL 25 SOCCER REF	11/06/2025	55.00	.00		
Total GABE SCOTT:				55.00	.00		
GATEHOUSE MEDIA IA HOLDINGS							
GATEHOUSE MEDIA IA HOLDIN	24OCT2025	10/13/25 MINUTES	10/24/2025	323.60	323.60	10/24/2025	
GATEHOUSE MEDIA IA HOLDIN	31OCT2025	10/27/25 WORKSHOP MINUTES	10/31/2025	35.60	35.60	10/27/2025	
Total GATEHOUSE MEDIA IA HOLDINGS:				359.20	359.20		
GRAYSON ELLIOT							
GRAYSON ELLIOT	06NOV2025	FALL 25 SOCCER REF	11/06/2025	80.00	.00		
Total GRAYSON ELLIOT:				80.00	.00		
GRAYSON WIGANT							
GRAYSON WIGANT	06NOV2025	FALL 25 SOCCER REF	11/06/2025	310.00	.00		
Total GRAYSON WIGANT:				310.00	.00		
HACH							
HACH	14723652	FLUORIDE	10/21/2025	313.50	.00		
Total HACH:				313.50	.00		
HADLEY BENGE							
HADLEY BENGE	06NOV2025	FALL 25 SOCCER REF	11/06/2025	60.00	.00		
Total HADLEY BENGE:				60.00	.00		
HEARTLAND BUSINSES SYSTEM							
HEARTLAND BUSINSES SYSTE	836134-H	MONTHLY IT REC	10/20/2025	106.60	.00		
HEARTLAND BUSINSES SYSTE	836134-H	MONTHLY IT FIRE	10/20/2025	106.60	.00		
HEARTLAND BUSINSES SYSTE	836134-H	MONTHLY IT CLERK	10/20/2025	71.06	.00		
HEARTLAND BUSINSES SYSTE	836134-H	MONTHLY IT COUNCIL	10/20/2025	746.17	.00		
HEARTLAND BUSINSES SYSTE	836134-H	MONTHLY IT PARKS	10/20/2025	106.60	.00		
HEARTLAND BUSINSES SYSTE	836134-H	MONTHLY IT STREETS	10/20/2025	284.26	.00		
HEARTLAND BUSINSES SYSTE	836134-H	MONTHLY IT WATER	10/20/2025	355.32	.00		
HEARTLAND BUSINSES SYSTE	836134-H	MONTHLY IT SEWER	10/20/2025	355.32	.00		
HEARTLAND BUSINSES SYSTE	836134-H	MONTHLY IT POLICE	10/20/2025	426.38	.00		
HEARTLAND BUSINSES SYSTE	836134-H	MONTHLY IT LIBRARY	10/20/2025	426.38	.00		
HEARTLAND BUSINSES SYSTE	837951-H	IT SUPPORT LIBRARY	10/23/2025	520.00	.00		
HEARTLAND BUSINSES SYSTE	837951-H	IT SUPPORT POLICE	10/23/2025	120.00	.00		
HEARTLAND BUSINSES SYSTE	837951-H	IT SUPPORT CITY HALL	10/23/2025	731.25	.00		
Total HEARTLAND BUSINSES SYSTEM:				4,355.94	.00		
HUDSON SODERHOLM							
HUDSON SODERHOLM	06NOV2025	FALL 25 SOCCER REF	11/06/2025	150.00	.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total HUDSON SODERHOLM:				150.00	.00		
INDUSTRIAL CHEM LABS							
INDUSTRIAL CHEM LABS	421564	LIFT STATION DEGREASER	10/24/2025	641.71	.00		
Total INDUSTRIAL CHEM LABS:				641.71	.00		
IOWA CODE ENFORCEMENT							
IOWA CODE ENFORCEMENT	06	MONTHLY SERVICE FEE	11/02/2025	600.00	.00		
Total IOWA CODE ENFORCEMENT:				600.00	.00		
IOWA ONE CALL							
IOWA ONE CALL	276031	LOCATES	10/29/2025	21.50	.00		
Total IOWA ONE CALL:				21.50	.00		
IOWA PUMP WORKS INC							
IOWA PUMP WORKS INC	INV028086	ROTATING ASSEMLY	07/10/2025	2,961.00	.00		
Total IOWA PUMP WORKS INC:				2,961.00	.00		
IOWA RURAL WATER ASSOC							
IOWA RURAL WATER ASSOC	10NOV25	COMMUNITY DUES MEMBERSHIP	11/10/2025	365.00	.00		
Total IOWA RURAL WATER ASSOC:				365.00	.00		
JACK JACOBS							
JACK JACOBS	06NOV2025	FALL 25 SOCCER REF	11/06/2025	10.00	.00		
Total JACK JACOBS:				10.00	.00		
JACK KRIEGER							
JACK KRIEGER	06NOV2025	FALL 25 SOCCER REF	11/06/2025	105.00	.00		
Total JACK KRIEGER:				105.00	.00		
JAKE COLE							
JAKE COLE	09JULY2025	STUMP GRINDING CITY HALL	07/09/2025	135.00	.00		
Total JAKE COLE:				135.00	.00		
JAXON BICKFORD							
JAXON BICKFORD	06NOV2025	FLAG FB REF	11/06/2025	30.00	.00		
Total JAXON BICKFORD:				30.00	.00		
JEM GONG-BROWNE							
JEM GONG-BROWNE	06NOV2025	FALL 25 SOCCER REF	11/06/2025	30.00	.00		
Total JEM GONG-BROWNE:				30.00	.00		
JIMMER PETERSEN							
JIMMER PETERSEN	06NOV2025	FALL 25 SOCCER REF	11/06/2025	60.00	.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total JIMMER PETERSEN:				60.00	.00		
KADENCE WIGANT							
KADENCE WIGANT	06NOV2025	FALL 25 SOCCER REF	11/06/2025	115.00	.00		
Total KADENCE WIGANT:				115.00	.00		
KAEGAN WIGANT							
KAEGAN WIGANT	06NOV2025	FALL 25 SOCCER REF	11/06/2025	85.00	.00		
Total KAEGAN WIGANT:				85.00	.00		
KONICA MINOLTA							
KONICA MINOLTA	504459682	COPIER MAINTENANCE GENERAL	09/30/2025	11.73	.00		
KONICA MINOLTA	504459682	COPER MAINTENANCE WATER	09/30/2025	11.73	.00		
KONICA MINOLTA	504459682	COPIER MAINTENANCE SEWER	09/30/2025	11.74	.00		
KONICA MINOLTA	504845827	COPIER USAGE GENERAL	10/30/2025	42.41	.00		
KONICA MINOLTA	504845827	COPER USAGE WATER	10/30/2025	42.41	.00		
KONICA MINOLTA	504845827	COPIER USAGE SEWER	10/30/2025	42.43	.00		
Total KONICA MINOLTA:				162.45	.00		
LANDON LUKAN							
LANDON LUKAN	06NOV2025	FALL 25 SOCCER REF	11/06/2025	130.00	.00		
Total LANDON LUKAN:				130.00	.00		
LANE OBERMEIER							
LANE OBERMEIER	06NOV2025	FALL 25 SOCCER REF	11/06/2025	40.00	.00		
Total LANE OBERMEIER:				40.00	.00		
LAURA KUNKEL							
LAURA KUNKEL	11NOV2025	CLEANING 9/28 10/12 10/26	11/06/2025	75.00	.00		
Total LAURA KUNKEL:				75.00	.00		
LEVI LUKAN							
LEVI LUKAN	06NOV2025	SOCCER REF	11/06/2025	160.00	.00		
Total LEVI LUKAN:				160.00	.00		
LEXIPOL LLC							
LEXIPOL LLC	INVPRA112568	POLICE 1 ACADEMY	08/01/2025	441.32	.00		
Total LEXIPOL LLC:				441.32	.00		
LOUNSBURY SAND & GRAVEL							
LOUNSBURY SAND & GRAVEL	9568	TOPSOIL - SOCCER FIELD	10/31/2025	246.15	.00		
LOUNSBURY SAND & GRAVEL	9568	TOP SOIL - CEMETERY	10/31/2025	360.61	.00		
Total LOUNSBURY SAND & GRAVEL:				606.76	.00		
LOWE'S							
LOWE'S	0033865	SHOP SUPPLIES CEMETERY	10/25/2025	34.78-	.00		
LOWE'S	0033865	SHOP SUPPLIES STREETS	10/25/2025	34.78-	.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
LOWE'S	0033865	SHOP SUPPLIES WATER	10/25/2025	34.80-	.00		
LOWE'S	978491	SHOP SUPPLIES STREETS	10/25/2025	20.57	.00		
LOWE'S	978491	SHOP SUPPLIES CEMETERY	10/25/2025	20.57	.00		
LOWE'S	978491	SHOP SUPPLIES WATER	10/25/2025	20.57	.00		
LOWE'S	979428	FIELD PAINT	10/25/2025	100.66	.00		
LOWE'S	982893	FIELD PAINT	10/25/2025	50.33	.00		
LOWE'S	983656	SHOP SUPPLIES CEMETERY	10/25/2025	23.40	.00		
LOWE'S	983656	SHOP SUPPLIES WATEER	10/25/2025	23.42	.00		
LOWE'S	983656	SHOP SUPPLIES	10/25/2025	23.40	.00		
LOWE'S	983782	FIELD PAINT	10/25/2025	107.76	.00		
LOWE'S	988091	SIDEWALK SUPPLIES	10/25/2025	72.55	.00		
LOWE'S	990261	CEMETERY SUPPLIES	10/25/2025	328.58	.00		
LOWE'S	992812	PLYWOOD	10/25/2025	181.08	.00		
LOWE'S	994131	RETURNED CEMETERY SUPPLIES	10/25/2025	442.26-	.00		
LOWE'S	996556	REC SHED PAINT	10/25/2025	252.41	.00		
LOWE'S	997704	FIELD PAINT	10/25/2025	50.33	.00		
Total LOWE'S:				729.01	.00		
MAINLINE CONSTRUCTION							
MAINLINE CONSTRUCTION	10NOV2025	RICHLAND CULV REP PAY EST 3 RETA	11/10/2025	1,840.47	.00		
Total MAINLINE CONSTRUCTION:				1,840.47	.00		
MATHESON TRI GAS INC							
MATHESON TRI GAS INC	0052579816	OXYGEN	10/31/2025	43.48	.00		
Total MATHESON TRI GAS INC:				43.48	.00		
MEDIACOM							
MEDIACOM	11NOV2025	CITY HALL INTERNET WATER SHARE	11/01/2025	85.65	.00		
MEDIACOM	11NOV2025	CITY HALL INTERNET GENERAL SHA	11/01/2025	85.65	.00		
MEDIACOM	11NOV2025	CITY HALL INTERNET SEWER SHARE	11/01/2025	85.65	.00		
MEDIACOM	15OCT2025	LIBRARY INTERNET	10/15/2025	106.66	.00		
MEDIACOM	15OCT2025	FD INTERNET	10/15/2025	106.66	.00		
MEDIACOM	15OCT2025	PD INTERNET	10/15/2025	106.68	.00		
Total MEDIACOM:				576.95	.00		
MEMPHIS VIS							
MEMPHIS VIS	06NOV2025	FALL 25 SOCCER REF	11/06/2025	10.00	.00		
Total MEMPHIS VIS:				10.00	.00		
MICAH HUNTER							
MICAH HUNTER	06NOV2025	FALL 25 SOCCER REF	11/06/2025	20.00	.00		
Total MICAH HUNTER:				20.00	.00		
MIDAMERICAN ENERGY							
MIDAMERICAN ENERGY	21NOV2025	GAS/ELECTRIC EMS	10/29/2025	13.72	.00		
MIDAMERICAN ENERGY	21NOV2025	GAS/ELECTRIC POLICE	10/29/2025	34.31	.00		
MIDAMERICAN ENERGY	21NOV2025	GAS/ELECTRIC PARKS	10/29/2025	37.30	.00		
MIDAMERICAN ENERGY	21NOV2025	GAS/ELECTRIC CITY HALL	10/29/2025	52.38	.00		
MIDAMERICAN ENERGY	21NOV2025	GAS/ELECTRIC SEWER	10/29/2025	444.65	.00		
MIDAMERICAN ENERGY	21NOV2025	GAS/ELECTRIC WATER	10/29/2025	326.29	.00		
MIDAMERICAN ENERGY	21NOV2025	GAS/ELECTRIC PUB WORKS	10/29/2025	40.72	.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
MIDAMERICAN ENERGY	21NOV2025	GAS/ELECTRIC SIREN	10/29/2025	12.12	.00		
MIDAMERICAN ENERGY	21NOV2025	GAS/ELECTRIC REC	10/29/2025	91.16	.00		
MIDAMERICAN ENERGY	21NOV2025	GAS/ELECTRIC RUT	10/29/2025	1,259.08	.00		
MIDAMERICAN ENERGY	21NOV2025	GAS/ELECTRIC FIRE	10/29/2025	13.72	.00		
MIDAMERICAN ENERGY	21NOV2025	GAS/ELECTRIC LIBRARY	10/29/2025	75.47	.00		
Total MIDAMERICAN ENERGY:				2,400.92	.00		
MIDAMERICAN ENERGY RECPLEX							
MIDAMERICAN ENERGY RECPL	06NOV2025	SOCCER FIELD RENTAL	11/06/2025	656.00	.00		
Total MIDAMERICAN ENERGY RECPLEX:				656.00	.00		
MIDWEST BREATHING AIR LLC							
MIDWEST BREATHING AIR LLC	12285	BREATHING AIR COMPRESSOR	11/05/2025	785.81	.00		
Total MIDWEST BREATHING AIR LLC:				785.81	.00		
MUNICIPAL SUPPLY INC							
MUNICIPAL SUPPLY INC	0954108-IN	VIRGINIA ST MANHOLE	09/09/2025	549.00	.00		
Total MUNICIPAL SUPPLY INC:				549.00	.00		
NATE SCHRECK							
NATE SCHRECK	06NOV2025	FALL 25 SOCCER REF	11/06/2025	105.00	.00		
Total NATE SCHRECK:				105.00	.00		
NIC WIGANT							
NIC WIGANT	06NOV2025	SOCCER REF	11/06/2025	355.00	.00		
Total NIC WIGANT:				355.00	.00		
P&M APPAREL							
P&M APPAREL	62973	FD UNIFORMS	10/21/2025	246.00	.00		
Total P&M APPAREL:				246.00	.00		
PENELOPE MARTIN							
PENELOPE MARTIN	06NOV2025	FALL 25 SOCCER REF	11/06/2025	10.00	.00		
Total PENELOPE MARTIN:				10.00	.00		
RACCOON RIVER RENTAL							
RACCOON RIVER RENTAL	21OCT2025	DOSER BLADE RENTAL	10/21/2025	775.00	.00		
Total RACCOON RIVER RENTAL:				775.00	.00		
STAR EQUIPMENT LTD							
STAR EQUIPMENT LTD	70698701	EQUIPMENT RENTAL-STREETS	10/21/2025	210.90	.00		
Total STAR EQUIPMENT LTD:				210.90	.00		
STIVERS FORD							
STIVERS FORD	107412	EMS EXPLORER REPAIRS	10/25/2025	5,857.57	.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total STIVERS FORD:				5,857.57	.00		
TAYESEN PARKER							
TAYESEN PARKER	06NOV2025	FALL 25 SOCCER REF	11/06/2025	30.00	.00		
TAYESEN PARKER	1NOV2025	REF CERTIFICATE REIMBURSEMENT	11/01/2025	63.00	.00		
Total TAYESEN PARKER:				93.00	.00		
THE HARTFORD							
THE HARTFORD	570694095939	MISSED FROM PREVIOUS INV - $0.01	10/01/2025	.01	.01	10/01/2025	
Total THE HARTFORD:				.01	.01		
THORPE WATER DEV CO							
THORPE WATER DEV CO	9427	MONTHLY AFFIDAVIT CHARGE WATE	10/31/2025	200.00	.00		
THORPE WATER DEV CO	9427	MONTHLY AFFIDAVIT CHARGE SEWE	10/31/2025	200.00	.00		
Total THORPE WATER DEV CO:				400.00	.00		
TREAS - ST OF IA SALES TX							
TREAS - ST OF IA SALES TX	27OCT2025	SEPTEMBER WET TAX	10/27/2025	2,064.59	2,064.59	10/27/2025	
Total TREAS - ST OF IA SALES TX:				2,064.59	2,064.59		
UNITED UTILITIES & EXCAVATION							
UNITED UTILITIES & EXCAVATI	06NOV2025	WATER MAIN P1 PAY EST #6	11/06/2025	81,803.78	.00		
Total UNITED UTILITIES & EXCAVATION:				81,803.78	.00		
VEENSTRA & KIMM INC							
VEENSTRA & KIMM INC	193106-10	WATER MAIN REPLACEMENT P1 - CO	10/24/2025	1,218.46	.00		
VEENSTRA & KIMM INC	193107-7	WATER MAIN REPLACEMENT P1 - RE	10/24/2025	13,316.20	.00		
VEENSTRA & KIMM INC	193108-8	ARLINGTON AVE - CONSTRUCTION S	11/03/2025	1,670.00	.00		
VEENSTRA & KIMM INC	193109-6	ARLINGTON AVE - RES REVIEW	10/24/2025	1,436.50	.00		
VEENSTRA & KIMM INC	19311-178	BUILDING PERMIT FEES FOR SEPTE	11/03/2025	5,936.00	.00		
VEENSTRA & KIMM INC	193112-3	RICHLAND RD CULVERT REPLACEME	10/24/2025	500.00	.00		
VEENSTRA & KIMM INC	19389-14	WATER TREATMENT PLANT DESIGN	11/03/2025	29,842.00	.00		
Total VEENSTRA & KIMM INC:				53,919.16	.00		
WASTE CONNECTIONS							
WASTE CONNECTIONS	3823041T071	GARBAGE CONTRACT	11/01/2025	13,338.21	.00		
Total WASTE CONNECTIONS:				13,338.21	.00		
WASTE SOLUTIONS OF IA							
WASTE SOLUTIONS OF IA	31786	KYBOS - SOCCER FIELDS	10/30/2025	292.00	.00		
WASTE SOLUTIONS OF IA	37147	KYBOS - MEMORIAL PARK	10/29/2025	146.00	.00		
WASTE SOLUTIONS OF IA	37184	KYBOS - JOHNSON PARK	10/30/2025	146.00	.00		
WASTE SOLUTIONS OF IA	37185	KYBOS - BASEBALL FIELDS	10/30/2025	584.00	.00		
Total WASTE SOLUTIONS OF IA:				1,168.00	.00		
WELLMARK							
WELLMARK	252860011269	HEALTH INSURANCE SEWER	10/13/2025	1,828.29	.00		
WELLMARK	252860011269	HEALTH INSURANCE LIBRARY	10/13/2025	1,110.82	.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
WELLMARK	252860011269	HEALTH INSURANCE PD	10/13/2025	248.09-	.00		
WELLMARK	252860011269	HEALTH INSURANCE RUT	10/13/2025	2,208.20	.00		
WELLMARK	252860011269	HEALTH INSURANCE CITY HALL	10/13/2025	600.52	.00		
WELLMARK	252860011269	HEALTH INSURANCE WATER	10/13/2025	3,042.39	.00		
Total WELLMARK:				8,542.13	.00		
WEX BANK							
WEX BANK	107521604	AUGUST-SEPT FUEL PD	09/23/2025	392.70	392.70	10/15/2025	
WEX BANK	107521604	AUG-SEPT CAR WASHES PD	09/23/2025	29.00	29.00	10/15/2025	
WEX BANK	107521604	AUG-SEPT FUEL PW	09/23/2025	226.93	226.93	10/15/2025	
WEX BANK	107521604	AUG-SEPT FUEL PW	09/23/2025	196.10	196.10	10/15/2025	
WEX BANK	107521604	AUG-SEPT FUEL PW	09/23/2025	196.09	196.09	10/15/2025	
WEX BANK	107521604	AUG-SEPT FUEL REC DEPT	09/23/2025	115.44	115.44	10/15/2025	
WEX BANK	107521604	AUG-SEPT FUEL FD	09/23/2025	80.13	80.13	10/15/2025	
Total WEX BANK:				1,236.39	1,236.39		
WILL NIXON							
WILL NIXON	06NOV2025	FALL 25 SOCCER REF	11/06/2025	25.00	.00		
Total WILL NIXON:				25.00	.00		
Grand Totals:				407,446.60	114,349.77		

Report Criteria:
Detail report.
Invoices with totals above $0.00 included.
Paid and unpaid invoices included.

Transaction No	Date	Mod	Empl/Vend	Vendor/Employee Name	Other No	Checks	Deposits	
3 IPAIT		BK#3				Beginning Statement Balance		272,091.15
66	10/31/2025	GL					900.12	

Fund	Description		
001	GENERAL		675.09
125	TIF - GENERAL		225.03
	Fund Grand Total		900.12

Ending Statement Balance		272,991.27

Transaction No	Date	Mod	Empl/Vend	Vendor/Employee Name	Other No	Checks	Deposits	
3 IPAIT		BK#3				Beginning Statement Balance		272,091.15
					Credit Transactions			
					1 Debit Transactions		900.12	
						Ending Statement Balance		272,991.27

ACCOUNT NUMBER	ACCOUNT NAME	RCPT DATE	REFERENCE	CHK/CRD#	OTHER INFO	DEBITS	CREDITS
001-000-1150	IPAIT - GENERAL	103125	IPAIT INTEREST		IPAIT	675.09	.00
001-950-4300	INTERST	103125	IPAIT INTEREST		IPAIT	.00	675.09
125-000-1150	IPAIT	103125	IPAIT INTEREST		IPAIT	225.03	.00
125-950-4300	INTEREST	103125	IPAIT INTEREST		IPAIT	.00	225.03
					TOTALS	900.12	900.12

BANK 3 TOTAL INTEREST PAYMENT 900.12

ACCOUNT NUMBER	ACCOUNT TITLE	DEBITS	CREDITS	NET
001-000-1150	IPAIT - GENERAL	675.09	.00	675.09
001-950-4300	INTERST	.00	675.09	675.09-
125-000-1150	IPAIT	225.03	.00	225.03
125-950-4300	INTEREST	.00	225.03	225.03-
	TRANSACTION TOTALS	900.12	900.12	.00

FUND	NAME	DEBITS	CREDITS
001	GENERAL	675.09	675.09
125	TIF - GENERAL	225.03	225.03
	TOTALS	900.12	900.12

BANK CASH REPORT
2025

FUND	BANK NAME / GL NAME		SEPTEMBER CASH BALANCE	OCTOBER RECEIPTS	OCTOBER DISBURSMENTS	OCTOBER CASH BALANCE	OUTSTANDING TRANSACTIONS	OCT BANK BALANCE
	IPAIT	BK#3						
BANK	IPAIT	BK#3						272,991.27
001	IPAIT - GENERAL		130,284.29	675.09	0.00	130,959.38		
049	IPAIT		675.82-	0.00	0.00	675.82-		
051	IPAIT		20.64-	0.00	0.00	20.64-		
054	IPAIT		98.88-	0.00	0.00	98.88-		
057	IPAIT		52.88-	0.00	0.00	52.88-		
110	IPAIT		0.00	0.00	0.00	0.00		
125	IPAIT		93,689.75	225.03	0.00	93,914.78		
126	IPAIT		0.00	0.00	0.00	0.00		
127	IPAIT		0.00	0.00	0.00	0.00		
180	IPAIT		361.99-	0.00	0.00	361.99-		
182	IPAIT		17,756.75	0.00	0.00	17,756.75		
500	IPAIT		159.93-	0.00	0.00	159.93-		
610	IPAIT		32,336.22	0.00	0.00	32,336.22		
612	IPAIT		605.72-	0.00	0.00	605.72-		
	IPAIT TOTALS		272,091.15	900.12	0.00	272,991.27	0.00	272,991.27
	TOTAL OF ALL BANKS		272,091.15	900.12	0.00	272,991.27	0.00	272,991.27

IPAIT Monthly Statement

City of Van Meter

Please Note:
THE FUND WILL BE CLOSED NOVEMBER 11TH AND NOVEMBER 27TH IN OBSERVANCE OF THE VETERANS DAY AND THANKSGIVING DAY HOLIDAYS

Activity Summary (IA02-39010-0106) General

10/1/2025 - 10/31/2025

Investment Pool Summary	Diversified
Beginning Market Balance	$272,091.15
Dividends	$900.12
Purchases	$0.00
Redemptions	$0.00
Ending Market Balance	$272,991.27
Average Monthly Rate	3.895%
NAV / Share Price	1.000
Total	**$272,991.27**
Total Fixed Income	**$0.00**
Account Total	**$272,991.27**

Your Representative(s)

Megan Foster
(630) 657-6531
mfoster@pmanetwork.com

Caleb Walter
(515) 554-1555
cwalter@pmanetwork.com

Representatives are associated with PMA Securities, LLC

City of Van Meter
505 Grant Street
P.O. Box 160
Van Meter, IA 50261-0160

PTMA Financial Solutions
2135 CityGate Lane, 7th Floor
Naperville, IL 60563

IPAIT Monthly Statement

City of Van Meter

Transaction Activity (IA02-39010-0106) General

Diversified 10/1/2025 - 10/31/2025

Transaction	Trade Date	Settle Date	Description	Redemption	Purchase	NAV / Share Price	Shares this Transaction
	10/31/2025	10/31/2025	Total Dividend Reinvestment	$0.00	$900.12	$1.000	900.120
				$0.00	**$900.12**		**900.120**

Beginning Market Value: $272,091.15 | Ending Market Value: $272,991.27

IPAIT Monthly Statement

City of Van Meter

Current Portfolio

10/31/2025

Type	Code	Holding Id	Trade Date	Settle Date	Maturity Date	Description	Cost	Rate	NAV / Share Price	Face/Par	Market Value
Diversified				10/31/2025		Diversified Account Balance	$272,991.27	3.895%	$1.000	$272,991.27	$272,991.27
							$272,991.27			**$272,991.27**	**$272,991.27**

Time and Dollar Weighted Average Portfolio Yield: n/a

Weighted Average Portfolio Maturity: n/a

Note: Weighted Yield & Weighted Average Portfolio Maturity are calculated using "Market Value" and are only based on the fixed rate investments.

Portfolio Summary

Type	Allocation (%)	Allocation ($)	Description
Diversified	100.000%	$272,991.27	Diversified Account

Index

Cost is comprised of the total amount you paid for the investment (including any fees and commissions) plus any reinvested dividends.

Rate is the average monthly yield for pool investments or the rate on the last business day of the month for SDA investments or the yield to maturity or yield to worst for fixed term investments.

Face/Par is the amount received at maturity for fixed rate investments or the balance at statement date for pool investments.

Market Value reflects the market value as reported by an independent third-party pricing service. Certificates of Deposit and other assets for which market pricing is not readily available from a third-party pricing service are listed at "Cost" for fixed term investments or the balance at statement date for pool investments.

IPAIT MONTHLY STATEMENT DISCLAIMER

PMA Financial Network, LLC ("PMA") serves as the Administrator for IPAIT.

This statement lists your transactions in IPAIT during the applicable month. The Average Rate represents the average net interest rate over the previous month which is then annualized. The Portfolio Units of IPAIT are managed to maintain a stable $1.0 share price but there is no guarantee that they will do so. Information regarding IPAIT and its investment objectives, risks, charges, expenses and other matters can be found in the IPAIT Information Statement, which can be obtained at www.IPAIT.org or by calling PMA at 800-872-0140.

Fixed Rate Account Investment Activity

This section shows all of the fixed income investment transactions, including the investments purchased and sold, maturities, interest received, and activity. This includes Certificates of Deposit, Rolling Fixed Rate Investments, and securities purchased through PMA Financial Network, LLC or PMA Securities, LLC.

PLEASE ADVISE PMA IMMEDIATELY OF ANY DISCREPANCIES ON YOUR STATEMENT.

FOR A CHANGE OF ADDRESS OR OTHER INFORMATION RELATING TO YOUR IPAIT ACCOUNT, PLEASE COMPLETE THE APPLICABLE FORM LOCATED ON THE USER LOGIN SITE, OR CONTACT PMA AT THE NUMBER LISTED BELOW.

Although market value and other information contained in this Statement have been obtained from third-party sources believed to be reliable, PMA Financial Network, LLC cannot guarantee the accuracy or completeness of such information.

The performance data featured represents past performance, which is no guarantee of future results. Investment returns will fluctuate. Current performance may be higher or lower than the performance data quoted. Please call PMA for the most recent performance figures.

City of Van Meter

PTMA Financial Solutions
2135 CityGate Lane
7th Floor
Naperville, IL 60563
Phone: 630-657-6400
Fax: 630-718-8701

Monthly Activity Summary

10/1/2025 - 10/31/2025

Class	Account	Beginning Balance	Contributions	Dividends	Withdrawals	Month End Balance
Diversified	IA02-39010-0106 General	$272,091.15	$0.00	$900.12	$0.00	$272,991.27
Diversified	IA02-39010-0107 LOST	$0.00	$0.00	$0.00	$0.00	$0.00
Diversified	IA02-39010-0201 Bond Proceeds	$0.00	$0.00	$0.00	$0.00	$0.00
		$272,091.15	**$0.00**	**$900.12**	**$0.00**	**$272,991.27**

Oct-25						
	Single Family New Construction	Single Family Improvements	Multi-Family New Construction	Multi-Family Improvements	Commercial New Construction	Commercial Improvements
# of Issued Permits	0	5	0	0	0	0
Valuation	$ -	$300	$ -	$ -	$ -	$ -

Resolution 2025- 120

"A Resolution Appointing Members to the Van Meter Volunteer Fire Department"

Whereas, the Code of the City of Van Meter, Iowa Chapter 35 requires that all members of the Van Meter Volunteer Fire Department be appointed by the Council, and

Whereas, the Fire Chief desires to appoint members to the Van Meter Fire Department per Van Meter Municipal Code Chapter 35, now

Therefore, be it resolved by the Van Meter City Council that the following members be appointed member of the Van Meter Fire Department:

Paul Cunningham

Passed and approved this 10th day of November, 2025

_____

Joe Herman, Mayor

ATTEST:

_____

Travis Cooke, City Clerk

Agenda Item #8

Discussion and Possible Action: Van Meter Reimbursement Memorandum of Understanding (MOU) with Microsoft Corporation

Submitted for: Discussion and Consideration

City Staff: This MOU outlines the reimbursement of costs incurred by the City of Van Meter in furtherance of a Development Agreement with Microsoft Corporation. Microsoft agrees to reimburse the City for reasonable and actual costs incurred as of the Effective Date in conjunction with determining infrastructure needs and negotiating the Development Agreement. The reimbursement is subject to a cap and payable within 45 days of the Effective Date.

Recommendation: Approval

Sample Language: Motion to adopt Resolution #2025 – 119 Approving the Van Meter Reimbursement Memorandum of Understanding with Microsoft Corporation.

City Councilmember: _____ So moved.

City Councilmember: _____ Second.

Mayor: Roll Call Please.

City Clerk: Akers _____ Brott _____ Grolmus _____ Pelz _____ Westfall _____

DORSEY

DORSEY+WHITNEY LLP

October 9, 2025

Via Email
Liz Faust
City Administrator/City Hall
Van Meter, Iowa

Re: Resolution Authorizing Memorandum of Understanding
Our File No. 420352-30

Dear Liz:

Attached please find the proceedings providing for the adoption of a resolution authorizing a Memorandum of Understanding with Microsoft.

We would appreciate receiving one fully executed copy of these proceedings and of the executed Memorandum of Understanding as soon as they are available.

Please call John Danos or me with questions.

Kind Regards,

Amy Bjork

Attachment

cc: Travis Cooke

AUTHORIZE MEMORANDUM OF UNDERSTANDING

(Microsoft Corporation)

Van Meter, Iowa

420352-30

October 13, 2025

The City Council of the City of Van Meter, Iowa, met on October 13, 2025, at __:____ p.m. at the _____, Van Meter, Iowa. The Mayor presided and the roll being called the following members of the Council were present and absent:

Present: _____

Absent: _____.

Council Member _____ introduced a proposed resolution entitled: "Resolution Authorizing Memorandum of Understanding with Microsoft Corporation" and moved that the said resolution be adopted, seconded by Council Member _____ and after due consideration thereof by the Council, the Mayor put the question on the motion for adoption of the said resolution and, the roll being called, the following named Council Members voted:

Ayes: _____

Nays: _____.

Whereupon, the Mayor declared the said resolution duly adopted and signed approval thereto.

RESOLUTION NO. 2025-119

Resolution Authorizing Memorandum of Understanding with Microsoft Corporation

WHEREAS, the City of Van Meter, Iowa (the "City") has established the Van Meter Urban Renewal Area (the "Urban Renewal Area"); and

WHEREAS, Microsoft Corporation (the "Company") has acquired certain real property, which is situated in the Urban Renewal Area (the "Property"), and the Company intends to construct (in one or more phases) and operate on the Property one or more data center(s) (the "Project"); and

WHEREAS, the Company's undertakings will include the construction of certain public infrastructure improvements (the "Infrastructure Project") necessary for the development of the Project; and

WHEREAS, the City and the Company are in the process of negotiating a development agreement (the "Development Agreement") governing the City's and the Company's obligations with respect to the Project and Infrastructure Project; and

WHEREAS, the City has incurred legal, engineering, administrative and professional consultants' costs and fees (the "Admin and Professional Support Fees") in connection with the negotiation of the Development Agreement; and

WHEREAS, the Company is willing to reimburse the Admin and Professional Support Fees incurred by the City; and

WHEREAS, the City and the Company have determined to enter into a certain Memorandum of Understanding (the "MOU") in substantially the form on file with the City Clerk setting forth the mutual understanding of the City and the Company with respect to the reimbursement of the City's Admin and Professional Support Fees;

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

Section 1. The MOU is hereby approved, and the Mayor and City Clerk are hereby authorized and directed to execute and deliver the MOU on behalf of the City in substantially the form and content in which the MOU has been presented to this City Council. The City Administrator is authorized to make such changes, modifications, additions or deletions as she, with the advice of legal counsel, may believe to be necessary, and to take such actions as may be necessary to carry out the provisions of the MOU.

Section 2. All resolutions or parts thereof in conflict herewith, are hereby repealed, to the extent of such conflict.

Passed and Approved this November 10, 2025.

_____
Mayor

Attest:

_____
City Clerk

* * * *

On motion and vote the meeting adjourned.

_____
Mayor

Attest:

_____
City Clerk

ATTESTATION CERTIFICATE

STATE OF IOWA
DALLAS COUNTY SS:
CITY OF VAN METER

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 the approval of a Memorandum of Understanding with Microsoft Corporation.

WITNESS MY HAND this _____ day of _____, 2025.

_____
City Clerk

Agenda Item #9

Final Payment and Acceptance – Arlington Avenue Project

Submitted for: **ACTION**

Recommendation: **APPROVAL -** Council approval of the final payment to Alliance Construction Group, LLC in the amount of $1,140.00, and formal acceptance of the completed Arlington Avenue Project. This action will also initiate the warranty period as stipulated in the contract documents.

Summary:

Contractor: Alliance Construction Group, LLC

Final Contract Amount: $685,847.63

Retainage Amount: $34,292.38 to be paid in 30 days on December 10, 2025

Final Payment Amount: $1,140.00

Substantial Completion Date: August 27, 2025

Final Completion Date: September 4, 2025

Certified Substantial Completion Date: September 13, 2025

Mayor: ***Does the City Council wish to discuss Resolution #2025 - 121 separately? If not, I would entertain a motion to Adopt Resolution #2025 – 121 as presented.***

City Councilmember: _____***So moved.***

City Councilmember: _____***Second.***

Mayor: ***Roll Call Please.***

City Clerk: **Akers _____Brott _____Grolmus_____ Pelz_____Westfall_____**

RESOLUTION #2025 - 121

ACCEPTANCE OF THE ARLINGTON AVENUE PROJECT

WHEREAS, the City awarded contract for the Arlington Avenue Improvements project (Hereinafter, Project) to Alliance Construction Group, LLC. on January 13, 2025, with construction beginning in May 12, 2025, and

WHEREAS, the Project was substantially completed by Alliance Construction Group LLC. as required by the contract documents, with final surface restoration completed on September 13, 2025, and

WHEREAS, the project engineer, Veenstra & Kimm, Inc. has presented a Certificate of Completion stating their opinion that the work performed for the Project is completed in substantial accordance with the plans and specifications.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Van Meter, Iowa, that

Section 1: The Project known as the Arlington Avenue improvement project is hereby accepted as a completed public improvement.

Passed and Approved this 10th day of November 2025.

_____

Joe Herman, Mayor

ATTEST:

_____

Travis Cooke, City Clerk

A Kleinfelder Company

VEENSTRA & KIMM INC.
6775 Vista Drive
West Des Moines, Iowa 50266

515.225.8000 // 800.241.8000
www.v-k.net

November 7, 2025

Liz Faust
City Administrator
City of Van Meter
310 Mill Street
P.O. Box 160
Van Meter, Iowa 50261-0160

VAN METER, IOWA
ARLINGTON AVENUE IMPROVEMENTS
PARTIAL PAYMENT NO. 6 (FINAL)
CHANGE ORDER NO. 6
CERTIFICATE OF COMPLETION

Enclosed is a copy of Partial Payment No. 6 (FINAL) for work completed on the Arlington Avenue Improvements project for the period October 1, 2025, to October 31, 2025, under the contract between the City of Van Meter and Alliance Construction Group, LLC. Partial Payment No. 6 (FINAL) includes Change Order No. 6 for the project.

Change Order No. 6 reduces the contract amount for liquidated damages as settlement for not completing the scope of work by the completion date for the project.

Veenstra & Kimm has reviewed Partial Payment No. 6 (FINAL) and Change Order No. 6 and recommends approval and payment to Alliance Construction Group, LLC in the amount of $1,140.00. The retainage amount of $34,292.38 is recommended for approval for payment 30 days after final acceptance. Upon approval of Partial Payment No. 6 (FINAL), Change Order No. 6, and the Certificate of Completion, please return one executed copy of each document to our office and one executed copy to Alliance Construction Group, LLC with payment.

If you have any questions or comments, please contact the writer at 515-669-7768.

VEENSTRA & KIMM, INC.

Callin Hornsby

CRH
193108
Enclosures
cc: Clint Carpenter – Alliance Construction Group, LLC (electronic)

VEENSTRA & KIMM, INC.
6775 Vista Drive • West Des Moines, Iowa 50266
515-225-8000 • 515-225-7848(FAX) • 800-241-8000

ESTIMATE OF CONSTRUCTION COMPLETED
PARTIAL PAYMENT NO. 6 (FINAL)
PROJECT TITLE: ARLINGTON AVENUE

Contractor: Alliance Construction Group LLC — **November 4, 2025**
Original Contract Amount: **$592,807.75**
Pay Period: SeOctober 1, 2025 to October 31, 2025

BID ITEMS

ITEM NO.	DESCRIPTION	UNIT	QUANTITY ESTIMATED (ORIG. CONT.)	QUANTITY AUTHORIZED (INCL. C.O.'S)	QUANTITY COMPLETED TO DATE	UNIT PRICE	VALUE COMPLETED TO DATE
2.01	Subgrade Prep	SY	3,281.00	3,281.00	3,281.00	$ 3.00	$9,843.00
2.02	Topsoil, On Site	CY	934.00	934.00	934.00	$ 14.00	$13,076.00
2.03	Excavation, Class 10	CY	4,705.00	4,705.00	4,705.00	$ 12.00	$56,460.00
2.04	Modified Subbase, 8-inch	SY	2,034.00	2,034.00	2,034.00	$ 15.50	$31,527.00
2.05	Clearing & Grubbing	LS	1.00	1.00	1.00	$ 2,040.00	$2,040.00
4.01	Storm Sewer, Trenched, RCP Class III, 15"	LF	610.00	610.00	610.00	$ 69.00	$42,090.00
4.02	Storm Sewer, Trenched, RCP Class III, 18"	LF	139.00	139.00	139.00	$ 80.00	$11,120.00
4.03	Storm Sewer, Trenched, RCP Class III, 24"	LF	23.00	23.00	23.00	$ 160.00	$3,680.00
4.04	Storm Sewer, Trenched, RCP Class III, 36"	LF	146.00	146.00	146.00	$ 200.00	$29,200.00
4.05	Removal of Storm Sewer, RCP Class III, 15"	LF	50.00	50.00	50.00	$ 20.00	$1,000.00
4.06	Removal of Storm Sewer, RCP Class III, 18"	LF	122.00	122.00	122.00	$ 20.00	$2,440.00
4.07	Pipe Apron, Concrete, 24"	EA	1.00	1.00	1.00	$ 3,000.00	$3,000.00
4.08	Pipe Apron, Concrete, 36"	EA	1.00	1.00	1.00	$ 4,000.00	$4,000.00
4.09	Subdrain, PVC, 6"	LF	966.00	966.00	966.00	$ 13.00	$12,558.00
4.10	Subdrain Connection to Intake or Storm Sewer	EA	4.00	4.00	4.00	$ 400.00	$1,600.00
4.11	Storm Sewer Service Stub, PVC, 4-inch	LF	376.00	376.00	230.00	$ 25.00	$5,750.00
4.12	Video Inspection of Storm Sewer	LS	1.00	1.00	1.00	$ 3,000.00	$3,000.00
5.01	Adjust Water Services as Needed	LS	1.00	1.00	1.00	$ 8,500.00	$8,500.00
6.01	Manhole, Storm Sewer, SW-401, 48-inch	EA	1.00	1.00	1.00	$ 5,500.00	$5,500.00
6.02	Manhole, Storm Sewer, SW-401, 60-inch	EA	2.00	2.00	2.00	$ 6,500.00	$13,000.00
6.03	Intake, Single Grate, SW-501	EA	6.00	7.00	7.00	$ 2,850.00	$19,950.00
6.04	Intake, Single Grate with Manhole, SW-503	EA	1.00	0.00	0.00	$ 3,500.00	$0.00
6.05	Sanitary Manhole Adjustment, Minor	LS	1.00	1.00	0.00	$ 1,200.00	$0.00
6.06	Remove Intake, Single Grate, SW-501	EA	2.00	2.00	2.00	$ 500.00	$1,000.00
7.01	Pavement, PCC, 7-inch	SY	2,034.00	2,034.00	2,034.00	$ 59.75	$121,531.50
7.02	Curb & Gutter, 6-inch Width, 6-inch Thickness	LF	1,191.00	1,191.00	1,191.00	$ 2.00	$2,382.00
7.03	Pcc Pavement Samples & Testing	LS	1.00	1.00	1.00	$ 5,500.00	$5,500.00
7.04	Removal of Sidewalk, PCC, 4-inch	SY	287.00	287.00	287.00	$ 8.00	$2,296.00
7.05	Removal of Driveway, PCC, 6-inch	SY	230.00	230.00	230.00	$ 15.00	$3,450.00
7.06	Sidewalk, PCC, 4-inch	SY	487.00	487.00	571.00	$ 47.00	$26,837.00
7.07	Driveway, Paved, PCC, 6-inch	SY	441.00	441.00	441.00	$ 68.00	$29,988.00
7.08	Pavement Removal, PCC, 7-inch	SY	2,034.00	2,034.00	2,034.00	$ 9.00	$18,306.00
7.09	Curb & Gutter Removal	LF	954.00	954.00	954.00	$ 1.25	$1,192.50
8.01	Painted Pavement Markings, Durable	STA	0.24	0.24	0.00	$ 8,300.00	$0.00
8.02	Temporary Traffic Control	LS	1.00	1.00	1.00	$ 2,850.00	$2,850.00
8.03	Traffic Signs, Stop Sign, 30"x30"	EA	2.00	2.00	2.00	$ 400.00	$800.00
8.04	Traffic Signs, No Parking Sign, 12"x18"	EA	3.00	3.00	3.00	$ 200.00	$600.00
9.01	Hydraulic Seeding, Fertilizing, & Mulching Type 1	AC	0.37	0.37	0.42	$ 4,500.00	$1,890.00
9.02	Watering	LS	1.00	1.00	1.00	$ 1,200.00	$1,200.00
9.03	(SWPPP) Preparation	LS	1.00	1.00	1.00	$ 1,700.00	$1,700.00
9.04	(SWPPP) Management	LS	1.00	1.00	1.00	$ 2,400.00	$2,400.00
9.05	Filter Socks, 8-inch, Installation	LF	1,237.00	1,237.00	418.00	$ 1.50	$627.00
9.06	Filter Socks, 8-inch, Removal	LF	1,237.00	1,237.00	418.00	$ 0.25	$104.50
9.07	Silt Fence, Installation	LF	288.00	288.00	0.00	$ 2.00	$0.00
9.08	Silt Fence, Removal	LF	288.00	288.00	0.00	$ 0.50	$0.00
9.09	Inlet Protection	EA	8.00	8.00	0.00	$ 175.00	$0.00
9.10	Rip-Rap, Class E	TON	14.00	14.00	32.39	$ 80.00	$2,591.20
9.11	Turf Reinforcement Mats, RCEP Type 4	SF	1,080.00	1,080.00	0.00	$ 0.60	$0.00

BID ITEMS							
			QUANTITY				VALUE
ITEM NO.	DESCRIPTION	UNIT	ESTIMATED (ORIG. CONT.)	AUTHORIZED (INCL. C.O.'S)	COMPLETED TO DATE	UNIT PRICE	COMPLETED TO DATE
10.01	Demolition Work	LS	1.00	1.00	1.00	$ 479.00	$479.00
11.01	Construction Survey	LS	1.00	1.00	1.00	$ 7,000.00	$7,000.00
11.02	Mobilization	LS	1.00	1.067	1.067	$ 65,000.00	$69,355.00
11.03	Maintenance of Postal Service	LS	1.00	1.00	1.00	$ 6,000.00	$6,000.00
11.04	Concrete Washout	LS	1.00	1.00	1.00	$ 1,700.00	$1,700.00
CO1.01	Trench Compaction Testing	LS	0.00	1.00	1.00	$ 6,200.00	$6,200.00
CO1.02	Maintenance of Solid Wast Collection	LS	0.00	1.00	1.00	$ 6,500.00	$6,500.00
CO1.03	Granular Surfacing, 6-inch	TON	0.00	30.00	150.56	$ 72.50	$10,915.60
CO2.01	Rock Chimney (1" Clean Stone)	EA	0.00	4.00	4.00	$ 1,980.00	$7,920.00
CO2.02	SW-503 Material Cost	LS	0.00	1.00	1.00	$ 1,445.60	$1,445.60
CO2.03	Delivery SW-501 & Disposal SW-503 Fee	LS	0.00	1.00	1.00	$ 950.00	$950.00
CO 3.01	Cement Subgrade Stabilization	LS	0.00	1.00	1.00	$ 50,527.40	$50,527.40
CO 4.01	Lakeview Drive Sidewalk	LS	0.00	1.00	1.00	$ 4,947.50	$4,947.50
CO 4.02	Curb Widening	LS	0.00	1.00	1.00	$ 330.00	$330.00
CO 5.01	Water Service Repair 115 Arlington	LS	0.00	1.00	1.00	$ 3,927.00	$3,927.00
CO 5.02	Lite Pipes Trench Backfill	LS	0.00	1.00	1.00	$ 1,070.83	$1,070.83
					Total Value Completed - Bid Items		$685,847.63

MATERIALS STORED SUMMARY					
Item No.	Description	Unit	Quantity	Unit Price	Extended Cost
1	ST-409 - Rinker Invoice 31280277	LS	0.0	$ 1,075.75	$0.00
2	ST-407 - Rinker Invoice 31280277	LS	0.0	$ 1,049.10	$0.00
3	ST-402 - Rinker Invoice 31280278	LS	0.0	$ 1,496.63	$0.00
4	ST-404 - Rinker Invoice 31280278	LS	0.0	$ 1,451.13	$0.00
5	ST-405 - Rinker Invoice 31280278	LS	0.0	$ 1,445.60	$0.00
					$0.00
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					$0.00
				Total Materials Stored	**$0.00**

SUMMARY

	Original Contract	Total Completed
Bid Item Subtotal	$592,807.75	$685,847.63

APPROVED CHANGE ORDERS

Change Order No.	Description/Notes	Total Approved	Total Completed
1	Change Order No. 1 adds trench compaction testing, maintenance of solid waste, add granular surface for sidewalk access and add a second mobilization to keep existing sidewalks in place for access. Item changes included in Bid Items CO1.01, CO1.02, CO1.03 and 11.2.	$19,230.00	$0.00
2	Change Order No. 2 adds rock chimneys and replaces intake ST-405 with SW-501. Item changes included in Bid Items 6.03, 6.04, CO 2.01, CO 2.02, and CO 2.03.	$9,665.60	$0.00
3	Change Order No. 3 adds cement stabilization to subgrade. Item changes includes in Bid Item CO3.01.	$50,527.40	$0.00
4	Change Order No. 4 adds additional construction staking, material testing, grading and widen driveway flares to 115 Arlington Ave. Item changes includes in Bid Item CO4.01 and CO 4.02.	$5,277.50	$0.00
5	Change Order No. 5 adds Water Service repair for 115 Arlington Ave. and backfill of Lite Pipe utility trench. Item changes includes in Bid Item CO5.01 and CO 5.02.	$4,997.83	$0.00
6	Liquidated damages in the amount of $250 per day for 5 days	-$1,250.00	-$1,250.00
	Total Change Orders	$88,448.33	$0.00

	Total Approved	Total Completed
Revised Contract Price	$681,256.08	$685,847.63

	Total Completed
Total Materials Stored	$0.00
Total Completed Plus Materials Stored	$685,847.63
Retainage (5%)	$34,292.38
Total Earned Less Retainage	$651,555.25

APPROVED PARTIAL PAYMENTS

Partial Payment No.	Period	Total Approved	
1	May 12, 2025 to May 28, 2025	$64,585.57	
2	May 29, 225 to June 30, 2025	$65,496.72	
3	June 30, 2025 to July 30, 2025	$124,064.75	
4	July 30, 2025 to August 30, 2025	$285,603.63	
5	September 1, 2025 to September 30, 2025	$110,664.58	
	Total Previously Approved		$650,415.25
	Amount Due This Request		**$1,140.00**

Note: The amount **$1,140.00** is recommended for approval for payment in accordance with the terms of the Contract.
Note: The amount **$34,292.38** (retainage) is recommended for approval for payment 30 days after final acceptance.

CONTRACT SUMMARY	
ORIGINAL CONTRACT AMOUNT	$592,807.75
FINAL CONTRACT AMOUNT	$685,847.63
THIS PARTIAL PAYMENT	$1,140.00
TOTAL PARTIAL PAYMENTS INCL THIS PAYMENT	$651,555.25
FINAL RETAINAGE - TO BE PAID 30 DAYS AFTER FINAL ACCEPTANCE	$34,292.38
PERCENT COMPLETE	100.0%

Recommended By:		***Contractor:***		***Approved:***	
Veenstra & Kimm, Inc.		***Alliance Construction Group, LLC***		***City of Van Meter***	
Signature		Signature	Clint J. Carpenter	Signature	
Name	Callin Hornsby	Name	Clint Carpenter	Name	
Title	Project Manager	Title	Project Manager	Title	
Date	11/6/2025	Date	11/6/2025	Date	

A Kleinfelder Company

VEENSTRA & KIMM INC.
6775 Vista Drive
West Des Moines, Iowa 50266

515.225.8000 // 800.241.8000
www.v-k.net

November 4, 2025

CHANGE ORDER NO. 6

CITY OF VAN METER, IOWA
ARLINGTON AVENUE

This change order is to reduce the compensation to the Contractor for liquidated damages as settlement for not completing the project scope of work by the completion date for the project. In accordance with the contract documents, including the proposal, the contractor will be assessed $250 per day for the work remaining incomplete after the end of the contract period with due allowance for extensions of the contract period. In the interest of timely settlement for delays in completion of the work, the Contractor has agreed to a settlement in liquidated damages.

Change Order No. 6 makes the following modifications to the contract:

Deduction of compensation to the Contractor based on liquidated damages stipulated in the contract:

1. 5 days @ $250 per day.....($1,250.00)

Change Order No. 2 decreases the contract price by $1,250.00

Completion Date

Change Order No. 6 adds zero (0) working days to the Substantial and Final Completion Date.

- Substantial Completion including all PCC mainline pavements is August 27, 2025.
- Final Completion including surface restoration is September 4, 2025.

ALLIANCE CONSTRUCTION GROUP, LLC

By Clint J. Carpenter

Title Project Manager

Date 11/6/2025

CITY OF VAN METER, IOWA

By _____

Title _____

Date _____

VEENSTRA & KIMM, INC.

By _____

Title Project Manager

Date 11/6/2025

CERTIFICATE OF COMPLETION

ARLINGTON AVENUE
CITY OF VAN METER

We hereby certify that we have made an on-site review of the completed construction of the Arlington Avenue project as performed by Alliance Construction Group, LLC.

As Engineers for the project, it is our opinion the work performed is in substantial accordance with the plans and specifications and recommend final acceptance of the public improvements. The date of Substantial Completion is hereby established as September 13, 2025. The final amount of the Contract is Six Hundred Eighty-Five Thousand Eight Hundred Forty-Seven and 63/100 Dollars ($685,847.63).

FILED: VEENSTRA & KIMM, INC.

By _____

Title Project Manager

Date 11/5/2025

ACCEPTED: CITY OF VAN METER

By _____

Title _____

Date _____

193108

Agenda Item #10

Resolution #2025 – 122 SRF Construction Loan Application for Water Treatment Plant

Submitted for: **ACTION**

Recommendation: **APPROVAL –** Review the submission of the SRF Construction Loan application to the Iowa DNR for the water treatment plant and the associated improvements. City Engineer, Randy Johnson will be present to provide an overview.

Summary:

City Staff and the City Engineer has evaluated options to increase the finished potable water supply for the community and determined that constructing a new water treatment plant is the most appropriate solution. The City has previously received a Planning and Design Loan through the State Revolving Fund (SRF) and now seeks to submit a Construction Loan application to the Iowa Department of Natural Resources (IDNR) to fund the construction phase of the project.

Sample Language: ***Motion to approve Resolution #2025 – 122 authorizing the submission of a State Revolving Fund (SRF) Construction Loan application to the Iowa Department of Natural Resources for the water treatment plant and associated water improvements.***

City Councilmember: _____***So moved.***

City Councilmember: _____***Second.***

Mayor: ***Roll Call Please.***

City Clerk: **Akers _____Brott _____Grolmus_____ Pelz_____Westfall_____**

RESOLUTION #2025 - 122

WATER TREATMENT PLANT STATE REVOLVING LOAN FUND APPLICATION

WITNESSETH THAT WHEREAS, the City of Van Meter, Iowa, herein referred to as the City, evaluated options for increasing the finished potable water supply for the community, and;

WHEREAS, the City determined the best option is for construction of a new water treatment plant for providing future finished potable water for the community, and;

WHEREAS, the City may utilize the State of Iowa Revolving Fund, (SRF), loan to finance some portion of the construction of the water treatment plant, and;

WHEREAS, the City submitted and received a SRF Planning and Design Loan from the Iowa Department of Natural Resources, IDNR, to fund the design of the water treatment plant, and;

WHEREAS, the City has determined it appropriate to retain the services of an Engineer to provide Engineering services for the planning, design and construction of the water treatment plant and associated improvements, and;

WHEREAS, the City entered in an Engineering Services Agreement with Veenstra & Kimm, Inc., herein referred to the Engineer, to provide design services for the water treatment plant, and;

WHEREAS, the Engineers prepared a Preliminary Engineering Report as the first step in the design of the water treatment plant, and;

WHEREAS, the Engineers will transmit the report to the Iowa Department of Natural Resources for approval to construct a new water treatment plant, and;

WHEREAS, the Engineers recommend the City submit a SRF construction loan application to the IDNR to fund the water treatment plan and associated improvements, and;

WHEREAS, the City determined it appropriate to submit a SRF construction loan application to the IDNR to fund the water treatment plant and associated improvements.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Van Meter, Iowa, that

Section 1: City shall submit a SRF Construction Loan application to the IDNR for funding of the water treatment plant and associated improvements.

Passed and Approved this 10th day of November 2025.

Joe Herman, Mayor

ATTEST:

Travis Cooke, City Clerk

A Kleinfelder Company

VEENSTRA & KIMM INC.
6775 Vista Drive
West Des Moines, Iowa 50266

515.225.8000 // 800.241.8000
www.v-k.net

November 6, 2025

Carmily Stone
Water Supply Engineering
Iowa Department of Natural Resources
6200 Park Ave. Suite 200
Des Moines, Iowa 50321

VAN METER, IOWA
WATER SYSTEM PER

This letter serves as a transmittal of the Van Meter, Iowa PER which includes the following work recommended:

1. Upgrade to 1980 Booster Station
2. New shallow well (No. 4)
3. Distribution work
4. New water treatment plant with pressure filters and R.O. membrane treatment.

The City is also applying for placement on the IUP for a SRF loan.

Please let us know what additional information is needed.

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

VEENSTRA & KIMM, INC.

Mark A. Seip

MAS:mmc
19389
Enclosure
Cc: Liz Faust, City Administrator
Randy Johnson

PRELIMINARY ENGINEERING REPORT

ON

WATER SYSTEM

VAN METER, IOWA

NOVEMBER 2025

A Kleinfelder Company

PRELIMINARY ENGINEERING REPORT ON

WATER SYSTEM

VAN METER, IOWA

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.

Signed: Date:

Mark A. Seip 11/4/2025

Mark A. Seip, P.E.
Iowa License No. 13923
My license renewal date is December 31,2026

Detailed parts covered by this seal:

All

Prepared by
VEENSTRA & KIMM, INC.
West Des Moines, Iowa

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Table of Tables

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CHAPTER 1 - OVERVIEW

This report presents an overview of the City of Van Meter's Municipal Water System. The report addresses all four major components of the City's water system including supply, treatment, distribution, and storage.

While the report addresses the four elements of the water system, the focus of this report is on water supply and water treatment.

CHAPTER 2 – WATER USAGE

This chapter sets forth a projection of future water demands for the City of Van Meter. The projected future water demand is used in the evaluation of the water supply, water treatment and water storage components of the water system. The historical population of the City of Van Meter is as follows:

Year	Population
1980	747
1990	751
2000	866
2010	1,016
2020	1,484

The City experienced limited population growth in the 1980s. The City experienced steady population growth between 1990 and 2010 with the population of the City growing by approximately 35% over the 20 year period. Between 2010 and 2020 the City experienced a significant growth in population with the City's population increasing by almost 46% over the 10-year period.

The increase in population is also reflected in an increase in water usage. Because of the significant population growth since 2010 historical water usage prior to 2010 is of limited value. The water usage in 2010 and 2020 is summarized as follows:

Year	Average Day (gal)	Peak Day (gal)	Average Day (gpcd)	Peaking Factor
2010	79,500	166,000	78	2.1
2020	121,000	216,000	82	1.8

The average per capita water usage in the City of Van Meter currently averages approximately 82 gallons per capita per day. This water usage would be considered typical of a community in central Iowa where there is a fairly significant out migration of the working population.

The current peaking factor of 1.8 is considered typical.

The future water usage is based on the projected future population of the City the as average daily usage and peaking factors. For the purposes of this analysis it is assumed the average daily water usage will increase to 90 gallons per capita per day. It is assumed the peaking factor will be 2 to 1.

This report is based on a projection of population growth through 2045. Over this period the population is projected to increase from the current population of approximately 1,500 to a population of 3,500.

The projected future water usage for the City is as follows:

Year	Population	Average Day (gpd)	Peak Day (gpd)
2020	1484	134,000	268,000
2025	1966	171,000	342,000
2030	2300	207,000	414,000
2035	2700	243,000	486,000
2040	3100	279,000	558,000
2045	3500	315,000	630,000

The City has two large economic development areas located within the City. The Vision Park area located south of F 90 and east of Richland Road is certified under the Iowa Economic Development Authority (IEDA) Certified Site Program. The second economic development area is located on the north side of the Raccoon River.

Since the City established its Vision Park Certified Site in 2014 the City has actively pursued economic development prospects that have focused on data centers. The focus on data centers is related to the proximity of Van Meter to the major MidAmerican Energy substation that supplies the electric power to most of the Des Moines Metropolitan area.

Back in 2014, the City anticipated data centers would use water as part of an evaporative cooling process. Discussions with data center prospects indicated the City may need to meet a peak water demand in the range of 3 mgd for each data center site.

Over the past few years, there has been a trend in data centers to move away from the use of water based evaporative cooling and to use air cooling. The City and the Vision Park Developer have tentatively agreed to use air cooling not use water based evaporative cooling, thereby reducing the water demand for the data center development.

In May 2025, the Van Meter City Council determined it should move forward with the design and construction of a water treatment plant based on the future projected peak day demand of approximately 0.63 MGD developed in the above table. The City based this decision on the preliminary understanding the Vision Park development would use an estimated 10,000 gpd. With this decision the City effectively determined it would not be in a position to provide significant volumes of water to a future economic development prospect in the area north of the Raccoon River. While the City is supportive of development of the property, the City's position is the property will need to develop without the expectation of significant volumes of cooling water.

CHAPTER 3 – EXISTING WATER SYSTEM

This chapter sets forth a summary of the existing water system for the City of Van Meter.

WATER SUPPLY

The City of Van Meter has two shallow wells located in the central portion of the City. The location of Well No. 2 and Well No. 3 is shown on Figure 3-1.

A summary of the relevant information on the two City of Van Meter wells is as follows:

Parameter	Well No. 2	Well No. 3
Ground Elevation (USGS)	870	870
Well Depth (feet)	61	66
Casing Depth (feet)	- - *	56
Screen Length (feet)	- - *	10
Pumping Rate (gpm)	100	90

*No records available

The City of Van Meter has limited test data available for its shallow wells. Table 3.1 shows a summary of the available water quality data for the City of Van Meter wells.

Table 3.1 – Water Quality Data – Van Meter

Parameter	Unit	No. Tests	High	Low	MCL
Gross Alpha	pc/l	9	4.7	<0.6	15
Gross Beta	pc/l	1	7		
Radium 226	pc/l	6	0.4	0.3	5
Radium 228	pc/l	5	1.1	<0.5	5
Combined Radium	pc/l	5	1.1	<0.8	5
Radon 222	pc/l	2	341.6	324.4	4000
Total THM	mg/l	7	0.016	0.0002	0.080
HAA5	mg/l	3	<0.006		0.060
Langelier Index		2	0.4	0.2	-0.5 to -0.3
pH		2	7.25	7.2	6.5 – 8.5
TDS	mg/l	2	544	505	500
Alkalinity	mg/l	2	354	335	20-200
Antimony	mg/l	3	<0.005		0.006

Parameter	Unit	No. Tests	High	Low	MCL
Arsenic	mg/l	9	<0.01	<0.001	0.010
Barium	mg/l	8	0.2	<0.1	2.0
Cadmium	mg/l	11	0.012	<0.001	0.005
Chromium	mg/l	8	<0.01		0.010
Fluoride	mg/l	8	1.2	0.2	2.00
Mercury	mg/l	8	<0.001	<0.0002	0.002
Selenium	mg/l	8	<0.01		0.05
Sodium	mg/l	10	23	15	20
Thallium	mg/l	3	<0.001		0.002
Beryllium	mg/l	2	<0.002		0.004
Cyanide	mg/l	1	<0.01		0.20
Nickel	mg/l	2	<0.05		0.04
Sulfate	mg/l	1	71	71	250
Calcium	mg/l	2	150	150	20-30
Iron	mg/l	5	0.3	0.08	0.30
Silver	mg/l	5	<0.01		0.10
Manganese	mg/l	5	0.3	0.04	0.05
Zinc	mg/l	5	0.54	<0.02	5.0
Nitrate as N	mg/l	23	2.22	0.92	10
Nitrite	mg/l	2	<0.02		1.0
Copper	mg/l	109	1.36	<0.01	1.0
Lead	mg/l	130	0.0517	<0.001	0.015

The two existing wells are adequate to meet the average day but struggle to meet peak day demand of the City of Van Meter.

The wells pump directly to the distribution system. While the wells can meet the average day demand of the City, the wells are not adequate to meet the instantaneous peak demand. During periods of high water use or when the water tower is out of service for maintenance, the wells are inadequate to meet short-term peak water demands. During the most recent maintenance event on the water tower the City lost pressure in the high-pressure zone of the system due to a combination of inadequate well capacity and inadequate pump capacity in water available to the original booster station.

Additionally, in the late summer of 2025, the City was unable to meet the peak demand during a two to three week dry period. The City declared a water emergency and restricted the residential use of water for maintaining grass yards. Implementation of the water restriction for law irrigation allowed the City to provide water finished water without further reduction of water usage for residential or commercial customers.

During the recent water emergency, the City investigated the pumping capacity of the original Booster Station No. 1. Booster Station No.1 was constructed in 1980 and pumps finished water from ground storage tank to the water tower. Preliminary investigation indicated the 1980 Booster Station No. 1 has shown limiting pumping capability to handle peak water usage. The pumping capacity of Booster Station No. 1 is discussed further in the report.

WATER TREATMENT

At the present time the City's water treatment consists of chemical addition. Chemical addition occurs in the well house near the easterly well. The City injects a phosphate solution for control of iron and manganese that coats the piping systems and keeping metals in solution. Although the City occasionally experiences complaints regarding rusty water, the phosphate that coats the piping systems and keeping metals in solution feed has been generally considered successful in managing water quality related issues associated with iron and manganese.

Additionally, the City injects chlorine for disinfection and fluoride at the wells.

WATER DISTRIBUTION

The City of Van Meter's water distribution system is shown on Figure 3-1 in Appendix A.

The water mains in the older portions of the distribution system are generally 4-inch diameter. Water mains constructed in the areas of the City that developed since the 1980s are generally 6-inch diameter and 8-inch diameter main. The City of Van Meter's current policy requires a minimum 8-inch diameter water main for all new development.

In addition to the development constructed water mains, the City has constructed a 12-inch water main that extends from the water tower to Richland Road. This water main extends south to the Crestview Estates development south of County Road F90.

The ground elevations in Van Meter range from approximately Elevation 850 to Elevation 1,020. Generally, the ground elevations are increasing to the south away from the Raccoon River. This change in elevation is a loss in pressure of more than 70 – 75 psi range.

Until 1980, the City's water distribution system was located entirely in the lower lying elevation areas in the Raccoon River valley. In 1980 the City constructed the new water tower and established a second pressure zone.

As shown on Figure 3-1 there is a combination ground storage reservoir and 1980 booster station number 1 located west of the elevated water tower. The 35,000-gallon ground storage reservoir tank provides a limited amount of storage in the low-pressure zones fed directly by the well pumps. The ground storage reservoir provides suction for the booster pump No. 1 that supply the water tower pressure zone.

The original 1980 booster station has experienced mechanical failures. The City has rehabilitated and replaced the critical items in the booster station. The booster station has inadequate capacity to maintain system pressure during peak demands in the higher-pressure zone when the City operates the system with the water tower out of service for maintenance or during dry weather events. Further evaluation has shown the pump limitations and outdated controls could be improved and the original capacity of 206 gpm @ 110 ft TDH can be restored.

In 2024 the City completed construction of booster station No. 2 along Richland Road. Booster station No. 2 will establish a third pressure zone. This pressure zone will increase the pressure in the higher elevation areas generally located south of County Road F90, (360th Street). Since the area south of County Road F90 developed the water pressure in the higher elevation areas near Richland Road have been in the mid-30 psi range. With the increased development the City determined it appropriate to establish a higher-pressure zone expected to be 50 – 60 psi range.

Booster station No. 2 is a three-pump inline booster station that includes standby power. The booster station includes a normal service pump (270 gpm), an intermediate size pump (600 gpm) and a larger pump (1000 gpm) for fire protection. The booster station has a maximum capacity of approximately 1050 gpm. The suction and discharge for the booster station is from the 12-inch feeder main along Richland Road.

These three areas described are also considered the City's three pressure zones. The first pressure zone is the existing City mains in the north part of town, considered the low-pressure zone which is fed by the ground storage tank. The second zone is the central part of the City and considered the tower pressure zone as the pressure in the water mains comes from the head of the water tower. The remainder of the system to the south is pressurized via a booster pump station and is considered to be the high-pressure zone. Figure 3-2 in Appendix A shows these boundaries of the pressure zones.

The tower pressure zone can back feed the low-pressure zone in the north part of town. Pressure regulating valves are located on Hazel Street and Richland Road that allow the tower pressure zone distribution system to back feed to the lower pressure zone. These regulated connections avoid the potential for the loss of pressure in the lower pressure zone.

The water mains in the newer areas of the City developed after 1980 have adequately sized water mains. The 4-inch water mains in the older portion of the City are brittle cast iron nearing 100 years old. There are concerns regarding both the capacity and condition of these older water mains.

STORAGE

The distribution currently includes a 100,000-gallon elevated storage tank. This tower was built in 1980 and is located in the tower pressure zone. The overflow elevation of the tower 1099.67.

Although the capacity of the tower is less than the current average day pumpage, the City has experienced no issues relating to inadequate storage.

The city has a 35,000-gallon ground storage reservoir located at the original 1980 Booster Station No. 1 between the lower pressure zone and the tower pressure zone. This ground storage reservoir provides limited storage to mitigate peak demands in the lower pressure zone supplied directly by the well pumps. The city does not monitor the level in the ground storage reservoir. There is limited information on the actual utilization and operational characteristics of the ground storage reservoir.

CHAPTER 4 – SYSTEM EVALUATION

This chapter of the report sets forth the evaluation of the four elements of the water system. The evaluation recognizes the interrelationship between the elements of the water system.

While the report evaluates all four elements of the water system, the primary focus of the evaluation is on water supply and treatment. While the report recognizes there are inadequacies in both the distribution system and storage those inadequacies are considered to be less critical than the issues relating to water supply and treatment.

WATER SUPPLY

The existing water supply consists of two wells, Well 2 and Well 3 as shown on Figure 4-1, with a reported capacity of 90 gpm and 100 gpm. No information is available on the original capacity of Well No. 2 constructed in 1968. When Well No. 3 was constructed the reported pumping capacity was 200 gpm.

It is unknown whether the reported capacity of the wells is related to the capacity of the aquifer or is related to the capacity of the well pump itself. Based on its current peak day pumpage, the City has not found it necessary to evaluate whether the wells capacity could be increased above the current level. Recent discussions with Northway Well suggest that the well capacity could be increased with the new water treatment plant location pumping to a lower elevation.

As early as 2014 when the City started participation in the IEDA Certified Site Program the City understood the capacity of the existing wells would not be adequate for the long-term needs of the City. In the timeframe of 2015, the City undertook a two phase well field exploration program. The purpose of the well field exploration program was to identify potential sites for additional alluvial wells to be located on the south side of the Raccoon River in the general vicinity of the existing well field.

In the same time period, the City acquired a property identified as a site for a future water treatment plant. The property is located on Main Street east of the American Legion Facility. With the acquisition of a property for the water plant the focus for additional water supply was the future shallow wells located in the general vicinity of the existing well field and water treatment plant.

In 2018, the City of Van Meter became an informal participant in work by the West Des Moines Water Works to evaluate the water supply for a future “west” water treatment plant. The focal point for the exploration by the West Des Moines Water Works was in the area along the north side of the Raccoon River just north and northeast of the City of Van Meter. The well field exploration was in the area that was previously evaluated by Xenia Rural Water when it intended to construct a water treatment plant in the Van Meter area.

The well field exploration program by the West Des Moines Water Works identified the potential for a well field with a capacity of 7 to 9 mgd.

The City of Van Meter entered into a Memorandum of Understanding with the West Des Moines Water Works. Under the Memorandum of Understanding there were provisions that would allow for one of the participants to construct water supply improvements that would be considered compatible with an overall west water supply and water treatment plant.

The City of Van Meter has notified the West Des Moines Water Works of its decision to terminate the Memorandum of Understanding as of June 30, 2024. To avoid any potential conflicts with Des Moines Water Works, the City of Van Meter is not pursuing the development of any water supply on the north side of the Raccoon River.

The Iowa Department of Natural Resources has issued the West Des Moines Water Works Water Use Permit No. 10318 that includes what is identified as the “Van Meter Well Field.” That Permit describes specific areas covered by the “Van Meter Well Field” and includes allowed withdrawing. The Van Meter well field area described in the West Des Moines Water Works Water Use Permit No. 10318 overlaps the City of Van Meter’s Water Use Permit No. 6051 area and includes the area of Well No. 2 and Well No. 3 and several of the sites identified by the City of Van Meter as potential additional shallow wells on the south side of the Raccoon River.

In October 2023, the City filed an application to amend its Water Use Permit to add two Jordan aquifer wells located on the south side of Raccoon River. That application included one well located near the future water treatment plant and another well located to the west of the City. The City submitted the Water Use Permit amendment application for the Jordan wells when it was of the understanding it could be required to provide significant volumes of water for evaporative cooling for data centers.

In April 2025, the City received Water use Permit Number 6051-M7 for the withdrawal of up to 80 mg per year at a rate of 320 gpm. The Water Use Permit covers the area of Wells 2 and 3. The City's current Water Use Permit expires on September 6, 2032 with an annual withdrawal limitation of 80 mg and a maximum withdrawal rate of 320 gpm should be adequate to meet the needs of the City through the early 2030s.

With the recent decision to no longer be required to or be willing to provide cooling water for data centers the focus of the future water supply will be include both a short term and a long-term strategy. The short-term strategy will address the immediate need for an additional water source. This strategy will include the construction of a new shallow well (Well 4) expected to be 200 – 400 gpm capacity and transmission main as shown on Figure 4-1.

The estimated cost for one additional shallow well and raw water transmission main to connect to the existing wells is as follows:

Table 4.1 – Shallow Well and Raw Water Transmission Cost Estimate

Description	Units	Estimated Quantity	Unit Price	Extended Price
Mobilization	LS	1	$20,000	$20,000
Drill Hole	LF	60	$275	$16,500
Steel Casing Pipe	LF	48	$500	$24,000
Well Screen	LF	12	$600	$7,200
Gravel Pack	LF	12	$400	$4,800
Bentonite Seal	LF	10	$450	$4,500
Cement Grout	SKS	120	$50	$6,000
Surface Casing Pipe	LF	30	$300	$9,000
Pump Test Setup	EA	1	$1,750	$1,750
Well Development	EA	1	$7,500	$7,500
Test Pumping	HRS	24	$375	$9,000
Well Pump	EA	1	$7,500	$7,500
Column Pipe	LF	40	$40	$1,600
Pitless Unit	EA	1	$18,000	$18,000
Valve Pit	EA	1	$35,000	$35,000
Electrical and Control	EA	1	$100,000	$100,000
Site Work	EA	1	$40,000	$40,000
6" Water Main	LF	800	$100	$80,000
Gate Valve	EA	4	$3,000	$12,000
Hydrant	EA	1	$6,500	$6,500
			Estimated Construction Cost	$410,850
			Contingency @ 15%	$61,628
			Engineering, Legal and Admin @ 20%	$94,495
			Land Acquisition	$10,000
			Estimated Project Cost	$576,974

The long-term strategy will focus on future water needs for the City of Van Meter to serve the projected population growth. This will include construction of a new Jordan well (Well 5) along the south side of the Raccoon River adjacent to the new water treatment plant site as shown on Figure 4-1.

The estimated cost for one additional Jordan well and raw water transmission main is as follows:

Table 4.2 – Jordan Well and Raw Water Transmission Cost Estimate

Description	Units	Estimated Quantity	Unit Price	Extended Price
Well Construction	LS	1	$4,000,000	$4,000,000
Well Testing and Development	LS	1	$100,000	$100,000
Well Pump, Column Pipe, Pitless Pump	LS	1	$500,000	$500,000
Piping	LS	1	$187,000	$187,000
Sitework	LS	1	$139,000	$139,000
Electrical	LS	1	$586,000	$586,000
			Estimated Construction Cost	$5,512,000
			Contingency @ 15%	$826,800
			Engineering, Legal and Admin @ 18%	$992,160
			Estimated Project Cost	$7,330,960

In summary, see Table 4.3 for a synopsis of the pros and cons for both shallow wells and Jordan wells.

Table 4.3 – Evaluation of a Shallow Well Versus a Jordan Well

	Shallow Well	Jordan Well
Benefits:	Closer to plant site.	Capacity available 400-600 gpm.
	Water quality similar to other shallow wells.	No issues with future capacity.
	Lower cost over all (See Table 4.1).	
Issues:	Limited production of 200 - 400 gpm.	Cost is higher with a deeper well (See Table 4.2).
	Some potential for contamination. Traces of petroleum in two other soil borings in town.	Water quality is different with higher hardness and dissolved solids.
	Does not meet long term needs. Will require more capacity by 2045.	Backlog of work. Could take up to two years to get a well driller for the work.

WATER TREATMENT

One of the objectives of the City in constructing a new water treatment plant is to provide an improved finished water quality. As early as 2013 the City identified membrane treatment as the preferred treatment process. In 2017 the City completed a pilot study. The pilot study was completed using a Wigen pilot unit. The water supply for the pilot study was a shallow well located in the City's recreational complex. The well used for the pilot study draws water from the same alluvial formation as the City's two shallow wells. This well was utilized as the logistics for drawing water from either Well No. 2 or Well No. 3 proved to be too challenging to actively consider. The recreational complex well was able to run continuously during a six (6) month pilot period in 2017 establishing data for designing an RO system and chemical feed demands. See pilot data in Appendix D.

The pilot study was completed using filtration prior to membrane treatment. The City anticipates the same treatment process using the membranes tested would be utilized, even if the City ultimately selects an equipment vendor other than Wigen. However, Wigen Reverse Osmosis System Proposal can be located in Appendix D.

The proposed treatment plant would include aeration followed by a detention tank. Vertical turbine pumps would be used to pump the flow through the pressure filters and reverse osmosis units to a ground storage reservoir located at the water treatment plant. High service pumps would draw from the ground storage reservoir and pump finish water to the distribution system and overhead tower.

Although the water treatment plant is located in the low-pressure zone, the water treatment plant project will include a finished water main that will extend from the water treatment plant westerly along Main Street and southerly along Hazel Street to connect to the tower pressure zone near Des Soto Road (352nd Place). With this modification the water plant would pump directly to the tower pressure zone. This change could require the booster station No. 2 that pumps between the tower pressure zone and the high pressure zone remain in place, but needs further evaluation.

The projected peak day water demand in the year 2045 is 0.63 mgd. However, with a RO treatment system it is recommended to design a modular approach to match well capacity with RO capacity.

The water treatment plant would be designed to include three 10-foot diameter pressure filters. Each filter would have a capacity of approximately 320 gpm. Three filters would be installed initially with additional filters added to coincide with population growth.

The water treatment plant would include two reverse osmosis skids installed with space for a third unit at maximum build out. Each skid would have a permeate capacity of approximately 300 gpm or 0.43 MGD. Including the blend water the finished water capacity would be approximately 350 gpm or 0.504 MGD.

Although each RO unit would not have the capacity to meet the design flow of the water treatment plant, if well capacity is available to run both units, a peak condition flow of 1.008 MGD is possible. In the event an RO skid is out of service during peak demand conditions the City can blend the RO permeate with filtered water from the pressure filters. Although this will increase the finished water hardness the option is considered a suitable option from a water quality perspective. A preliminary layout of the water plan is shown in Drawing 10-P-1, in Appendix C. The proposed location of the new water treatment plant is shown on Figure 4-1.

The estimated cost for the water treatment plant and associated improvements is as follows:

Table 4.4 – Water Treatment Plant Improvements Cost Estimate

No.	Description	Unit	Estimated Quantity	Unit Price	Extended Price
1	Bonds & Insurance	LS	xxxx	$ 300,462.77	$ 300,462.77
2	General Conditions	LS	xxxx	$ 775,000.00	$ 775,000.00
3	New Building (Earthwork, Concrete, Masonry, Roof)	LS	xxxx	$ 2,000,000.00	$ 2,000,000.00
4	Pavement & Sidewalks	LS	xxxx	$ 75,000.00	$ 75,000.00
5	Buried Piping & Site Utilities	LS	xxxx	$ 350,000.00	$ 350,000.00
6	Chain Link Fencing, Gates	LS	xxxx	$ 50,000.00	$ 50,000.00
7	Detention Tank Concrete	LS	xxxx	$ 200,000.00	$ 200,000.00
8	Painting & Coatings	LS	xxxx	$ 100,000.00	$ 100,000.00
9	Aerator	LS	xxxx	$ 75,000.00	$ 75,000.00
10	Chemical Feed Equipment	LS	xxxx	$ 200,000.00	$ 200,000.00
11	Vertical Pressure Filters	LS	xxxx	$ 1,500,000.00	$ 1,500,000.00
12	Membrane Softening System	LS	xxxx	$ 2 ,000,000.00	$ 2,000,000.00
13	High Service Pumps	LS	xxxx	$ 220,000.00	$ 220,000.00
14	Low Service Pumps	LS	xxxx	$ 140,000.00	$ 140,000.00
15	Backwash Pumps	LS	xxxx	$ 60,000.00	$ 60,000.00
16	Inside Process Piping & Valves	LS	xxxx	$ 450,000.00	$ 450,000.00
17	HVAC/Plumbing	LS	xxxx	$ 275,000.00	$ 275,000.00
18	Electrical/Controls	LS	xxxx	$ 1,000,000.00	$ 1,000,000.00
19	Standby Generator System	LS	xxxx	$ 200,000.00	$ 200,000.00
20	Ground Storage Tank	LS	xxxx	$ 300,000.00	$ 300,000.00
				Subtotal	**$ 9,795,592.53**
				Contingency (approx. 3%)	**$ 300,000.00**
				O & P (approx. 8%)	**$ 800,000.00**
				Estimated Construction Cost	**$ 10,895,592.53**
				Engineering, Legal, & Admin. (approx. 10%)	**$ 1,089,559.25**
				Total Estimated Project Cost	**$ 11,985,151.78**

The water treatment plant would be located on the property on Main Street currently owned by the City.

WATER DISTRIBUTION

The evaluation of the water distribution system identified three areas of concern. The highest

priority need of the water distribution system is to address the limitations in the capacity and condition of the original 1980s booster station and ground storage reservoir that pumps between the lower pressure zone and the tower pressure zone.

The second priority is routing the wells from the current distribution system directly to the new water plant and to construct a water main from the water plant to the water tower with no connections to the low pressure zone.

The third priority involves the 4-inch water mains in the older portion of the water distribution system. The water mains are old, undersized, and do not meet current design standards.

PRIORITY 1 IMPROVEMENT TO THE 1980 BOOSTER STATION

As stated earlier in the report, the 1980 Booster Station No. 1 has inadequate capacity to maintain system pressure during peak demands in the higher-pressure zone during peak demand times of the year. Since the new water treatment plant will be approximately 3 years or more before operational, the old Booster Station No.1 should be improved to maximize the pumping capacity to the water tower. Preliminary investigation revealed the Booster station pipe and valve layout is restricting flow causing a large loss of head pressure. Review of the pump system curve indicates the pumps are operating 50% t0 60% below design point, (see Appendix F for pump curve). By improving the booster station pipe layout and updating the controls the water system could restore the original capacity of 206 gpm @ 110 ft TDH for the Booster station no. 1 pumps.

Table 4.5 – 1980 Booster Station No. 1 Upgrade Cost Estimate

Description	Units	Estimated Quantity	Unit Price	Extended Price
Piping	LS	1	$30,000	$30,000
Controls	LS	1	$80,000	$80,000
Electrical	LS	1	$30,000	$30,000
			Estimated Construction Cost	$140,000
			Contingency @ 15%	$21,000
			Engineering, Legal and Admin @ 20%	$32,200
			Estimated Project Cost	$193,200

PRIORITY 2 WATER DISTRIBUTION SYSTEM IMPROVEMENTS

Figure 3-1 shows the existing water distribution system and Figure 3-2 shows the existing water system pressure zones. As part of the Water Treatment Plant project there are changes that will need to be made to the water system for that system to function. Figure 4-1 shows the minimum

improvements that will be necessary as part of the water plant project. The minimum improvements include the following:

1. Figure 4-1 shows extending the 12-inch water main from the water plant west to the 12-inch water main at Main Street and East Street. This water main is necessary to connect the water plant to the 12-inch water main installed in 2012 and travels south to connect to the water tower feed .

2. Extend a raw water transmission main from the water plant to connect to the two existing wells. With this change the wells will be disconnected from the distribution system. The City can determine at a subsequent date whether the existing east west water main at the wells will remain in service or will be retired. From a capacity perspective this main has minimal value.

3. Retire the existing Booster Station No.1 from service after the new WTP is online. With the routing of the wells to the new water plant the 1980 Booster station no. 1 may not be needed for the water distribution system. Further evaluation will be needed prior to the retirement of the 1980 booster station no. 1.

Table 4.6 – Water Distribution System Minimum Improvements Cost Estimate

Description	Units	Estimated Quantity	Unit Price	Extended Price
Mobilization	LS	1	$50,000	$50,000
Raw Water Pipe	LF	2,000	$120	$240,000
Raw Water Casing Pipe	LF	100	$600	$60,000
Finished Water Pipe	LF	1,200	$120	$144,000
Hydrants	EA	2	$7,500	$15,000
Valves	EA	8	$3,500	$28,000
Connection to new pipe	EA	1	$10,000	$10,000
Water Sample Manhole	EA	2	$7,500	$15,000
Full Depth Patching	SY	120	$150	$18,000
Seeding	LS	1	$10,000	$10,000
			Estimated Construction Cost	$590,000
			Contingency @ 15%	$88,500
			Engineering, Legal and Admin @ 20%	$135,700
			Easement Acquisition	$50,000
			Estimated Project Cost	$864,200

In addition to the minimal improvements as part of the water plant it appears appropriate for the City to evaluate improvements that would benefit the distribution system capacity in the well pressure zone. The water mains in the existing well pressure zone are primarily 4-inch and

6-inch. While these mains may provide adequate service for normal usage, they do not provide adequate fire flow. One of the objectives of improving the older portion of the water distribution system is to improve fire flow. To improve the fire flow it is necessary to construct larger water mains.

In conjunction with the water treatment plant the City will need to determine how the well pressure zone will be fed. With the water plant pumping directly to the water tower all of the water in the well pressure zone will be back fed from the tower pressure zone.

There are two basic approaches that can be utilized to feed the current well low pressure zone. One option would be to modify the controls of the existing ground storage reservoir with the ground storage reservoir continuing in service. With this approach the valving and controls would be added to allow the water tower to back feed the ground storage reservoir as necessary to keep it full. The pressuring reducing stations that currently exist on Richland Road and on Hazel Street near DeSoto Road would remain in service. However, these pressure reducing stations would serve as a backup in the event there is a pressure loss due to the level in the ground storage reservoir.

The second approach would be to eliminate the ground storage reservoir and to upgrade and modify the pressure reducing station to continuously maintain pressure in the well pressure zone. With the upgraded pressure reducing stations the feed to the well pressure zone would be from the pressure reducing connections rather than the ground storage reservoir.

The most economical solution will be to utilize the ground storage reservoir. Figure 4-2 shows an improvement plan based on continued use of the ground storage reservoir. Under this concept a 12-inch water main would be constructed from the ground storage reservoir north along the west side of the school and continuing northerly on Wilson Street. Under this option the 8-inch water main being proposed by the School District would remain unchanged. A part of this option the existing 4-inch water main extending from the tower to Brookview Lane would be increased to a minimum 8-inch diameter. The existing 4-inch main is a significant constraint in the fire flow feed to the area west of the tower.

The 6-inch water main that extends from Richland Road to the east side of the school would remain in place. This main serves at least a portion of the sprinkler system and is likely designed for the higher pressure available from the tower pressure zone.

As part of the discussion, the City should replace the existing 6-inch water main with a 12-inch water main along Richland Road starting at 352nd south to Richland Court. With the new water plant this water main will serve as the primary feed from the water plant to the Booster Station No. 2.

The City is currently improving some of the older water mains within the City. The current project replaced old aging and undersized water mains on the west side of the City. Future water main improvements will be evaluated with the City.

WATER STORAGE

The City's water storage is the 100,000-gallon water tower and the 35,000-gallon storage reservoir. Only a portion of this volume is considered effective storage.

The City's average daily usage is approximately 121,000 gallons. Under the Iowa Department of Natural Resources design guidelines storage should equal the average day pumpage. The storage is considered to be at or slightly below the recommended standard.

With the completion of the booster station along Richland Road the City is establishing the third pressure zone. The third pressure zone serves the higher elevation areas in the southern part of the City.

Although the City may not require a second water tower until the 2035 timeframe, the City has long contemplated the potential for a second tower in the high-pressure zone. The Vision Park Development is currently evaluating adding a 125,000 to 150,000 gallon storage tank to serve the south portion of the City and potential data center.

WASTEWATER TREATMENT LAGOONS

As part of the water treatment plant improvements, a review of the existing wastewater treatment lagoon capacity should also be undertaken. Two factors will impact the capacity of the existing lagoons. One factor will be the projected growth in population of the City of Van Meter. The second factor will be the peak design capacity of the water treatment plant of 0.504 mgd. The new water treatment plant will produce approximately 86,400 gpd of permeate from one RO unit on a daily basis. The permeate will need to be discharged to the lagoons for treatment. The combination of the growth in population and the RO permeate will require significant upgrades to the wastewater treatment lagoons.

RECOMMENDED IMPROVEMENTS

Based on a review of the water system this report sets forth a series of recommendations for water supply, water treatment, water distribution and water storage. Table 4.5 provides a cost comparison of the project with a shallow well versus deep well. The recommended improvements are summarized as follows:

1. The City move forward with the construction of Well 4 (shallow well) to provide an additional water source in the short term. The cost estimate of the shallow well is approximately $580,000. The combination of shallow wells should provide capacity for 15 – 20 years. The City should upgrade Booster Station No.1 with new control panel and discharge piping to 6" which will restore pumping to 200 gpm on each pump. Cost is estimated to be $200,000. This will provide the reliable service needed.

2. The City move forward with the design and construction of a modular approach with water treatment plant to be located on the City owned property along E Main Street extended. The estimated cost of the water plant project is $12,000,000. We would recommend that the City implement a phased approach including a short-term and long-term strategy in the construction of the new water treatment plant. The short-term strategy would include the construction of the building as shown on Drawing 10-P-1 located in Appendix C. This design requires three filters, and two RO units. The long-term strategy would include installing additional filters and the third RO unit as the population and subsequent water demand increases over time. This phased approach to the construction of the new water treatment plant would provide the City with more flexibility with the financing of the overall project.

3. The City move forward with design and construction of the minimal amount of water main improvements as discussed in section 4 and shown on Figure 4-1. The estimated cost of the water main improvements is approximately $865,000.

4. The City consider the construction of a new water tower in the high-pressure zone in approximately 2035.

5. The City consider hydraulic model to be developed of the water system to better evaluate how to control pressure zones and future needs.

6. The locations of the recommended improvements to the water system are shown in Appendix A, Figure 4-1.

Table 4.5 – Water Treatment Plant Project Cost Comparisons

Shallow Well Option (15 – 20 years)	Deep Well Option (20 – 30 years)
Well No . 4 - $580,000	Jordan Well - $7,330,960
Booster Station Upgrade - $200,000	Booster Station Upgrade - $200,000
Water Main Upgrades $865,000	Water Main Upgrades $865,000
WTP/Storage - $12,000,000.00	WTP Storage - $12,000,000
Total Project Cost: $13,645,000	Total Project Cost: $20,395,960

Table 4.6 is a summary of the Project Schedule which is found in Appendix E.

TASK	DATE COMPLETED
Kick Off Meeting	March 3, 2025
Finalize Draft PER	October, 2025
Submit to DNR	November 4, 2025
Develop 35% DWG	February 9, 2026
Review 35% Set w/City	March 10, 2026
Develop 65% DWG	July 1, 2026
Review 65% Set w/City	July 23, 2026
Develop 95% Construction Set	October 30, 2026
Review 95% Set w/City	November 18, 2026
Submit to DNR For Review	November 19, 2026
Bid Set	January 19, 2027
Notice to Proceed	February 17, 2027
New WTP Startup	July 21, 2028

APPENDIX A

Figures

N

Feet

0 300 600

LOCUST ST
GRAND ST
GRANT ST
PLEASANT ST
ELLIS ST
WEST ST
WILSON ST
CROSS ST
VIRGINIA ST
MAIN ST
MILL ST
R AVE
DEBRA DR
ELM ST
LYNNWOOD LN
EAST ST
HAZEL ST
PROGRESS DR
2ND AVE
Well No. 3
Well No. 2
1ST AVE
Pressure Regulation Valve
GSR and Ground Storage
352ND PL
DE SOTO RD
4TH AVE
352ND DR
Water Tower
Pressure Reducer Station
VAN BUREN DR
FELLER CURV
S HAZEL ST
PINE CT
BROOKVIEW CT
BROOKVIEW LN
ARLINGTON AVE
PARK ST
MEYER CT
DIVISION AVE
LAKEVIEW DR
HUDSON AVE
RICHLAND CT
RICHLAND CIR
Booster Station
Pressure Regulation Valve
RICHLAND RD
CORPORATE LIMITS
360TH ST
R AVE
ELLA IVY CT
JERRY ST
SYNERGY ST
JOSIE DR
LONG AVE
ALEX CIR
KELSEY DR
JERRY CIR
BULLDOG AVE
TRACY AVE
WINSTON CIR
WEBSTER CIR
MASON CIR
KATELYN AVE
365TH ST

EXISTING WATER MAIN SYSTEM

- Water Hydrant
- Water Valve
- City Well
- 2" Water Main
- 4" Water Main
- 6" Water Main
- 8" Water Main
- 12" Water Main

A Kleinfelder Company

PROJECT NO. 19389
SEPTEMBER 22, 2025

CITY OF VAN METER, IOWA
EXISTING WATER SYSTEM
FIGURE 3-1

N

Feet

0 300 600

LOCUST ST

GRAND ST

GRANT ST

PLEASANT ST

ELLIS ST

WEST ST

WILSON ST

CROSS ST

VIRGINIA ST

MILL ST

MAIN ST

R AVE

DEBRA DR

ELM ST

LYNNWOOD LN

EAST ST

HAZEL ST

PROGRESS DR

2ND AVE

Well No. 3

Well No. 2

1ST AVE

LOW PRESSURE SYSTEM ⇧

LOW PRESSURE SYSTEM ⇧

Pressure Regulation Valve

GSR and Ground Storage

352ND PL

DE SOTO RD

4TH AVE

4TH AVE

352ND DR

Pressure Reducer Station

Water Tower

TOWER PRESSURE SYSTEM ⇩

TOWER PRESSURE SYSTEM ⇩

VAN BUREN DR

FELLER CURV

S HAZEL ST

PINE CT

BROOKVIEW CT

BROOKVIEW LN

ARLINGTON AVE

RICHLAND CIR

RICHLAND CT

PARK ST

MEYER CT

DIVISION AVE

LAKEVIEW DR

Booster Station

Pressure Regulation Valve

TOWER PRESSURE ZONE ⇧

HUDSON AVE

CORPORATE LIMITS

HIGH PRESSURE ZONE ⇩

RICHLAND RD

360TH ST

R AVE

ELLA IVY CT

JERRY ST

SYNERGY ST

JOSIE DR

LONG AVE

KELSEY DR

ALEX CIR

JERRY CIR

BULLDOG AVE

TRACY AVE

WINSTON CIR

WEBSTER CIR

MASON CIR

KATELYN AVE

365TH ST

EXISTING WATER MAIN SYSTEM

- Water Hydrant
- Water Valve
- City Well
- 2" Water Main
- 4" Water Main
- 6" Water Main
- 8" Water Main
- 12" Water Main

A Kleinfelder Company

PROJECT NO. 19389
SEPTEMBER 22, 2025

CITY OF VAN METER, IOWA
PRESSURE ZONES
FIGURE 3-2

N

Feet

0 150 300

GRAND ST

DEBRA DR

GRANT ST

WEST ST

CROSS ST

VIRGINIA ST

MILL ST

R AVE

MAIN ST

12" Finished Water Main

WILSON ST

ELM ST

LYNNWOOD LN

2ND AVE

Well No. 3

Well No. 2

Future Well No. 4 (Shallow)

EAST ST

Future Well No. 5 (Jordan)

Raw Water Transmission Main (C)

Future WTP

1ST AVE

GSR and Ground Storage

4TH AVE

352ND DR

Water Tower

Pressure Reducer Station

BROOKVIEW LN

RICHLAND RD

RICHLAND CIR

RICHLAND CT

EXISTING WATER MAIN SYSTEM

- Water Hydrant
- Water Valve
- City Well
- 2" Water Main
- 4" Water Main
- 6" Water Main
- 8" Water Main
- 12" Water Main

A Kleinfelder Company

PROJECT NO. 19389
SEPTEMBER 22, 2025

CITY OF VAN METER, IOWA
MINIMUM MODIFICATIONS WITH WATER PLANT
FIGURE 4-1

N

Feet

0 150 300

R AVE

GRAND ST

DEBRA DR

GRANT ST

WEST ST

MILL ST

CROSS ST

MAIN ST

VIRGINIA ST

WILSON ST

ELM ST

LYNNWOOD LN

2ND AVE

EAST ST

1ST AVE

4TH AVE

4TH AVE

352ND DR

BROOKVIEW LN

RICHLAND CIR

RICHLAND RD

RICHLAND CT

12" Finished Water Main

Future Well No. 5 (Jordan)

Future WTP

Raw Water Transmission Main (C)

Well No. 2

Well No. 3

Future Well No. 4 (Shallow)

New 12" Water Main

School District Installed 8" Water Main

GSR and Ground Storage

Water Tower

Remove Pressure Reducer Station

New 8" Water Main

New 12" Water Main

EXISTING WATER MAIN SYSTEM

- Water Hydrant
- Water Valve
- City Well
- 2" Water Main
- 4" Water Main
- 6" Water Main
- 8" Water Main
- 12" Water Main

A Kleinfelder Company

PROJECT NO. 19389
NOVEMBER 3, 2025

CITY OF VAN METER, IOWA
WATER SYSTEM IMPROVEMENTS
FIGURE 4-2

APPENDIX B

Wigen Reverse Osmosis System Proposal

WIGEN Since 1965 WATER TECHNOLOGIES A Metawater Company

Water.
Process.
Solutions.

PROJECT:

VAN METER, IA WTP

EQUIPMENT:

PRESSURE FILTER & REVERSE OSMOSIS SYSTEMS

PREPARED FOR:

VEENSTRA & KIMM, INC. – Mark Seip

Prepared by:
Jordan Previte
Region Sales Manager
(614) 464-7554
Jordan.previte@wigen.com

Date:
September 3rd, 2025

Revision No:
0.0

Represented by:
Matt Streeter
E-Equipment Solutions
(515) 450-8803
mstreeter@e-equipmentsolutions.com

TABLE OF CONTENTS

1.0 DESIGN BASIS

The Pressure Filter and RO system design is based on water quality data provided by Veenstra & Kimm with the objective of achieving as high a recovery as possible to minimize the concentrate flow.

Parameter	Value
No. Pressure Filters	3
Pressure Filter Size	96” dia. x 72”
Flow Rate (per vessel)	150 gpm
No. RO Skids	2
System Array	8:4, 6L
Permeate Flow per Skid	300 gpm
Feed Flow per Skid	375 gpm
Recovery*	80%
Average Flux	15 gfd

2.0 EQUIPMENT SCOPE OF SUPPLY

GREENSAND FILTER SYSTEM

Greensand Filters	
Quantity	(3)
Tank Type	96” Dia x 72” Side shell, Carbon Steel, 100 psi rated, Vertical Pressure Vessels. (2) 18” manway per tank. Lifting lugs and supports also included.
Upper Distributor	Sch. 80 PVC 4-Point Upturned Piping
Lower Distributor	Sch. 80 PVC Header/Lateral
Face Piping	Sch. 80 PVC Piping
Valves	Bray Series 3L Lug Style Butterfly Valves Bray Series 92 Pneumatic Actuators Bray Series 54 Proximity Switches
Instrumentation	Pressure Transmitters Pressure Gauges Flow Controllers
Filter Media	Greensand Plus Anthracite Graded Gravel Sub fill
Filter Remote I/O Panel	(1) Allen Bradley CompactLogix Remote I/O Module NEMA 4X 304SS Enclosure
Skid	Painted Carbon Steel
Common Inlet/Outlet/Drain Header	Sch. 80 PVC Turbidity Sensor & Transmitter

REVERSE OSMOSIS SYSTEM

RO Train

The following components are on each of the (2) RO skids:

- (1) 25-Round 316 Stainless Steel Cartridge Filter Housing with 5 micron Cartridge Filters.
- (1) 40 HP Grundfos High-Pressure Feed Pump with VFD in NEMA 4X 304 SS Panel on Skid.
- (72) Toray TMG20D-400 membranes.
- (11) Air actuated valves with limit switches.
- (5) Conductivity Sensors.
- (2) Flow Meters.
- (13) Pressure Gauges.
- (4) Pressure Transmitters.
- (1) Pressure Switch
- (1) NEMA 4/12 Painted Carbon Steel Control Panel with Remote I/O for connection to Master PLC Panel by Ethernet Cable.
- Schedule 80 PVC low pressure piping
- Schedule 10 316SS high pressure piping.
- Powder coated carbon steel skids.

Chemical Pre-Treatment System

Skid mounted pretreatment chemical Feed System including the following:

- (2) Antiscalant and (2) Sodium Bisulfite dosing pumps (Grundfos DDA).
- Calibration columns and all valves and accessories for pumps to provide fully assembled chemical metering system.
- NEMA 4X 304SS Junction panel to be wired to main PLC panel by others.
- Powder coated carbon steel skid/shelf.

CIP/Flush Equipment

- (1) CIP/Flush Pump Skid including the following:
    - (1) 20 HP 320 gpm @ 60 psi CIP/Flush pump with VFD in NEMA 4X 304 SS Panel on Skid.
    - (1) 25-Round 316 Stainless Steel Cartridge Filter Housing with 5-micron cartridge filters.
    - (1) Flow Meter.
    - (1) pH sensor.
    - (1) Pressure Gauge.
    - (1) Analytical Transmitter.
    - (1) Junction box to be wired to Master PLC Panel by others).
    - Eductor for addition of CIP chemicals.
    - Schedule 80 PVC piping.
    - Powder coated carbon steel skid.
- CIP/Flush System loose components for contractor installation, including the following:
    - (1) 1,000 gallon CIP/Flush tank, HDPE cone bottom with epoxy coated carbon steel stand.
    - (1) 24 kW CIP heater.

Master Control Panel

- (1) Floor Mounted NEMA 4X 304SS Master Control Panel with Allen Bradley CompactLogix Master PLC and 15" PVP7 color touchscreen HMI supplied mounted on lead RO system and communicating with all Remote I/O panels and skids.

Start-up

- Start-up Services, including 35-days onsite over 7 trips plus travel expenses and per diem.

EXCLUSIONS

The following would be required **by others:**

- Installation of skids and loose components.
- All interconnecting piping between skids and tanks.
- Air supply for valve actuation (compressor can be provided if preferred).
- Power drops to control panels and Ethernet connections between RO skids and Master Control Panel. Hard wiring between Master Control Panel and chemical dosing systems.
- Loading of all membranes (under Wigen supervision).
- All chemicals, chemical dosing, and storage systems.

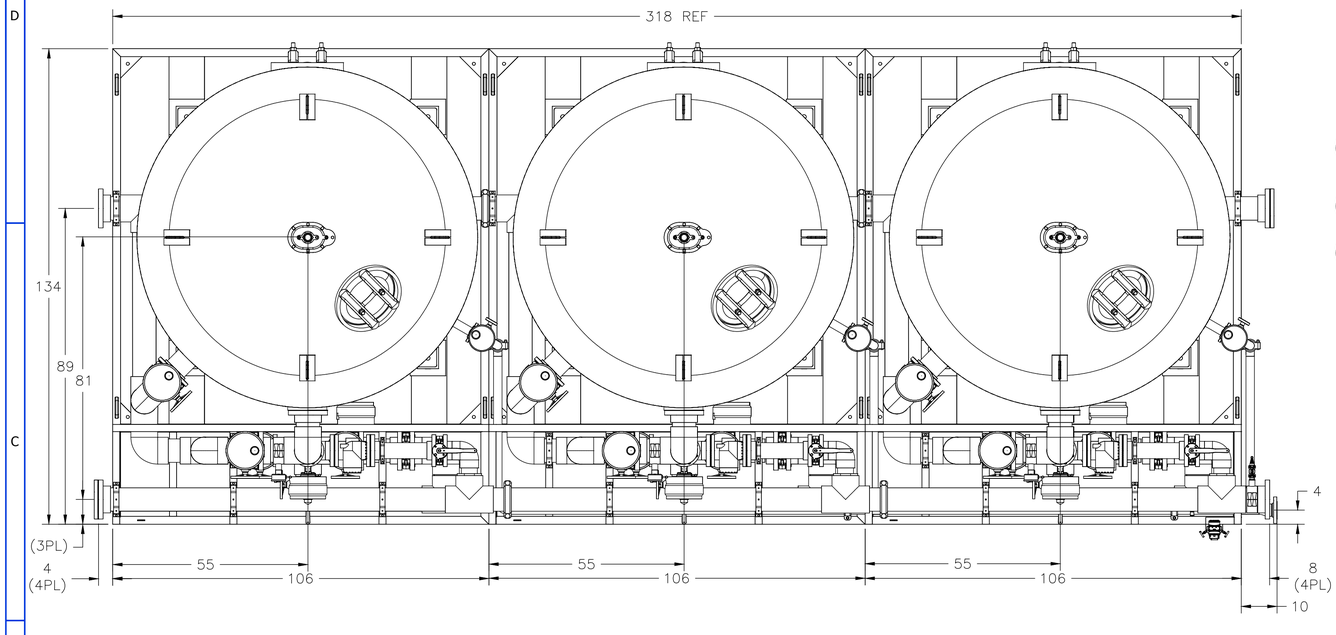
3.0 BUDGET PRICING

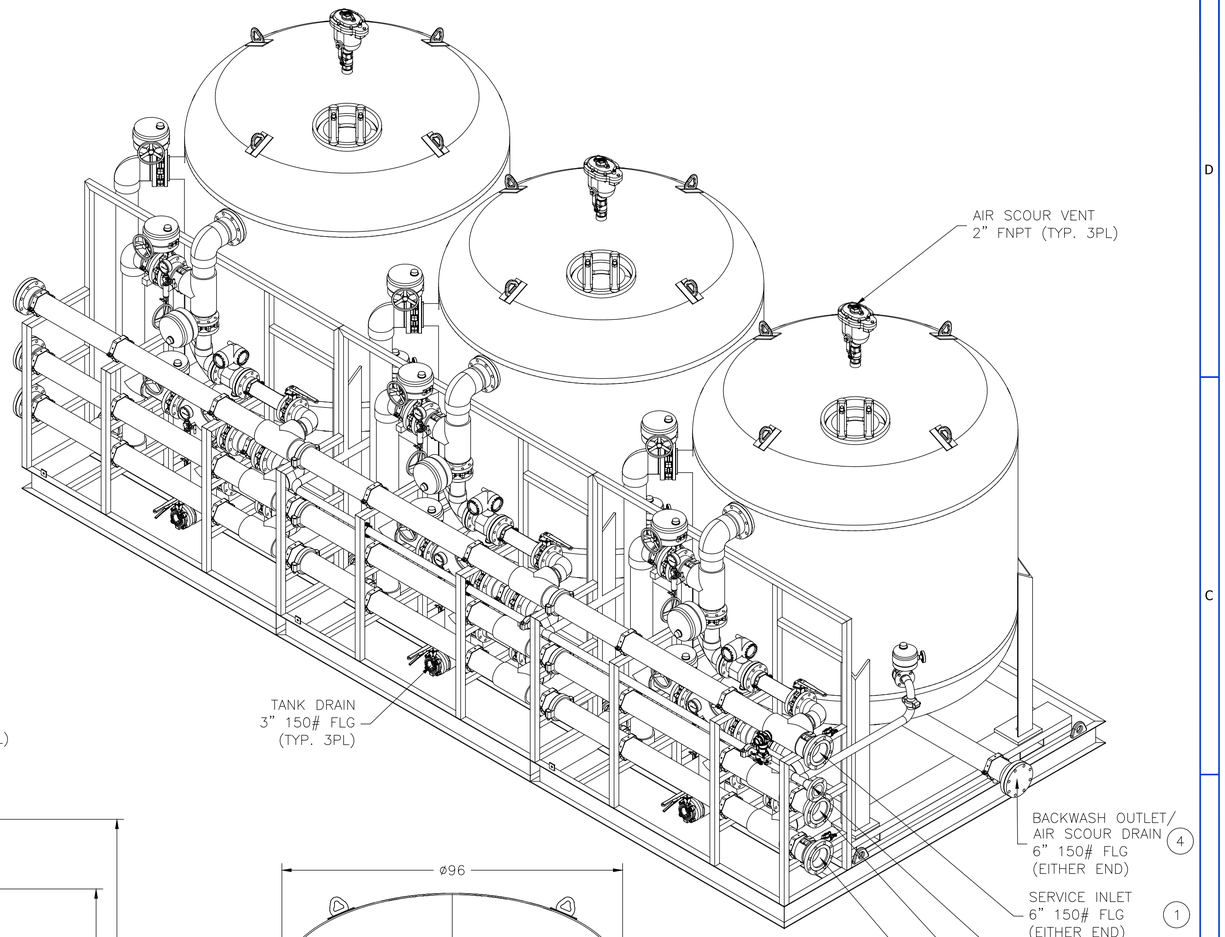
The budget price for the equipment and services outlined above is as follows:

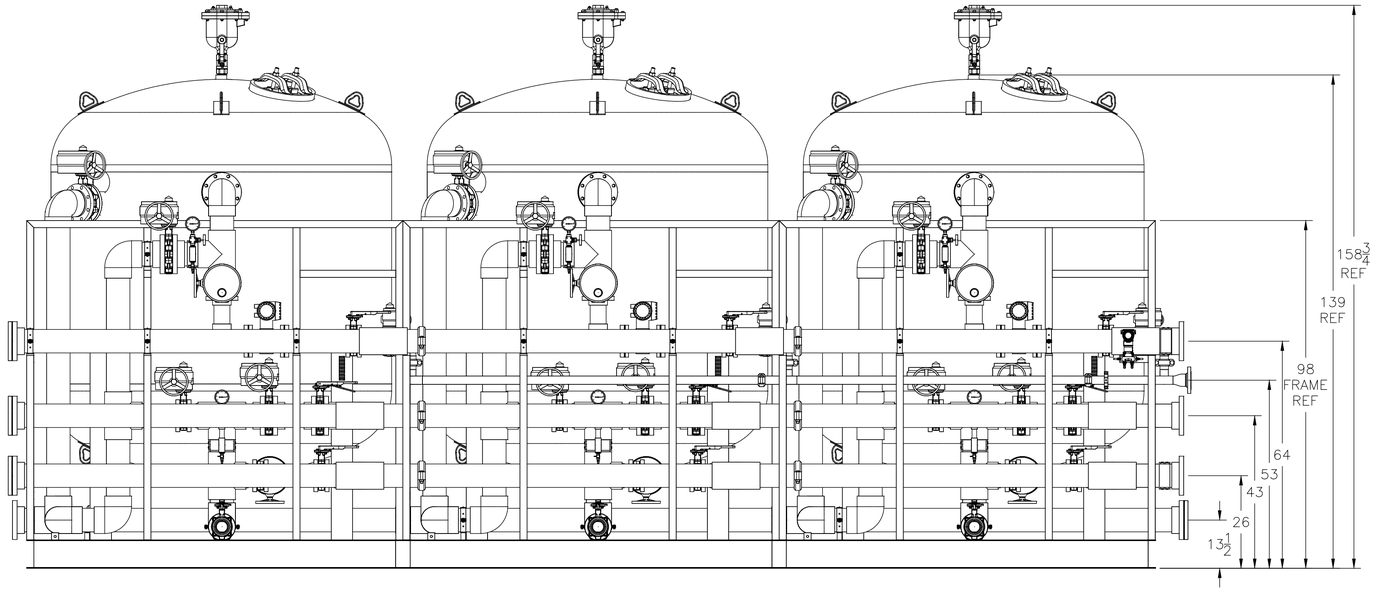
Equipment	Budget Price
Pressure Filters & RO Systems and Start-up Services as described in this scope of supply.	**$2,047,300.00**

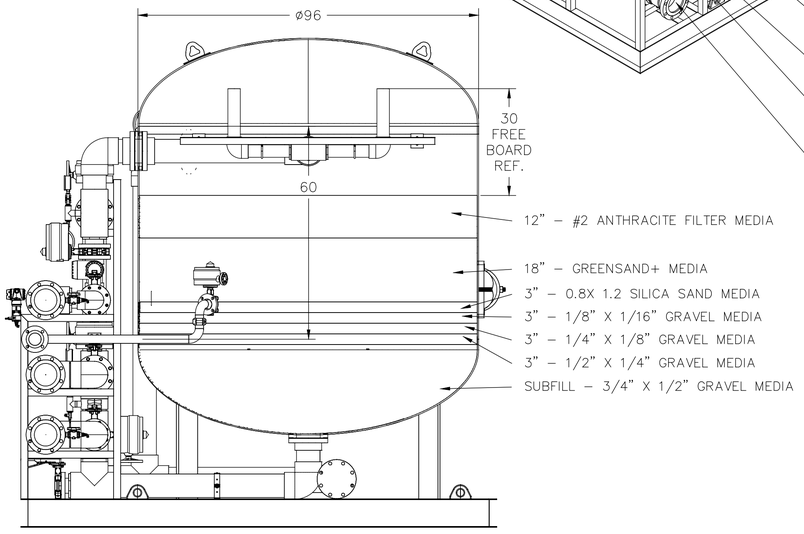
Budget Price is in US dollars FOB Van Meter, IA not including any applicable taxes.

Customer understands that this proposal has been issued based upon the information provided by customer, and currently available to WWT at the time of issuing this proposal. Any changes or discrepancies in site conditions, including but not limited to system influent water characteristics, changes in environmental health and safety conditions, Customer financial standing, Customer requirements, or any other relevant change, or discrepancy in, the factual basis upon which this proposal was created, may lead to changes in the offering, including but not limited to changes in pricing, warranties, quoted specifications, or terms and conditions.









FRAC ± 3 | DECIMALS .X ± .XX ± .XXX ± | ANGLES ±

UNCONTROLLED IF PRINTED (UNLESS STAMPED OTHERWISE)

NOTE 1. VALVE NEST & TANK EST. SHIPPING WEIGHT: 11,825 LB

NOTE 2. VALVE NEST & TANK EST. OPERATING WEIGHT: 56,945 LB

TOLERANCES UNLESS NOTED	DRAWING NOTES	REV	DATE	DWN	APVD	DESCRIPTION

DRAWN BY	DATE
TJC	7/17/19
CHK'D BY GDO	**DATE** 7/17/19
SIZE D	**SCALE** NONE
FILE TYPE ACAD	

TITLE GENERAL ARRANGEMENT
96" x 72"FILTER SYSTEM
******PRELIMINARY******

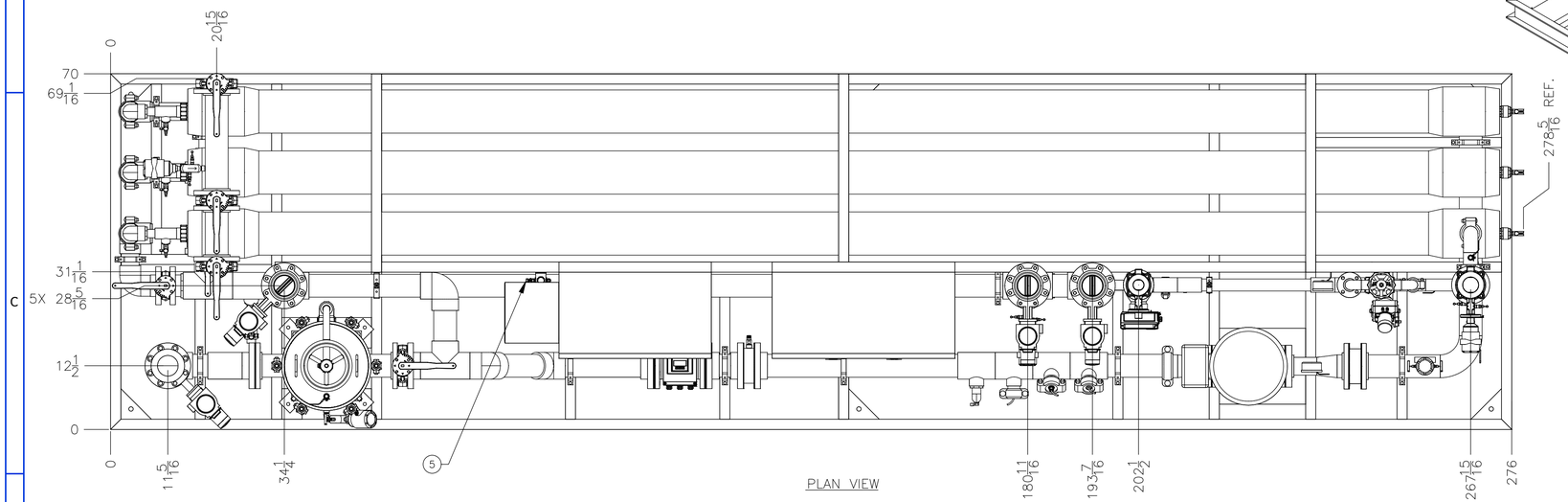
CLIENT NAME VAN METER, IA
******PRELIMINARY******

PROJECT NUMBER	DRAWING NUMBER	SHEET	REV
******PRELIMINARY******	******PRELIMINARY******	1 OF 1	A

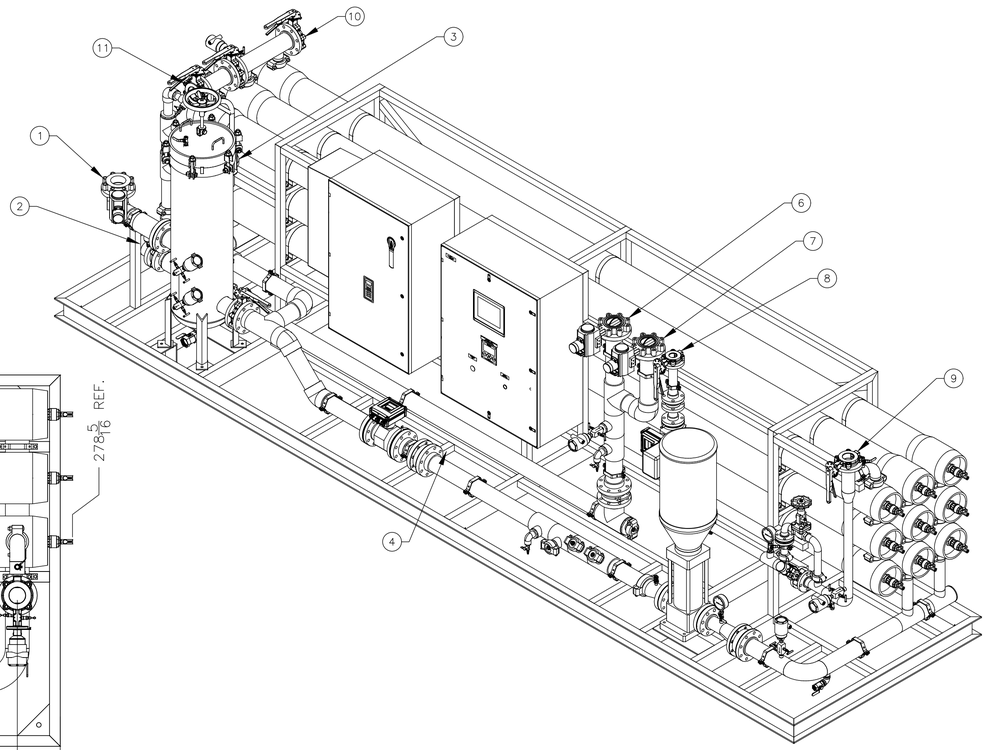
WIGEN SINCE 1965
WATER TECHNOLOGIES
4201 NOREX DRIVE, STE 100
CHASKA, MN 55318 USA
952-448-4884
WWW.WIGEN.COM

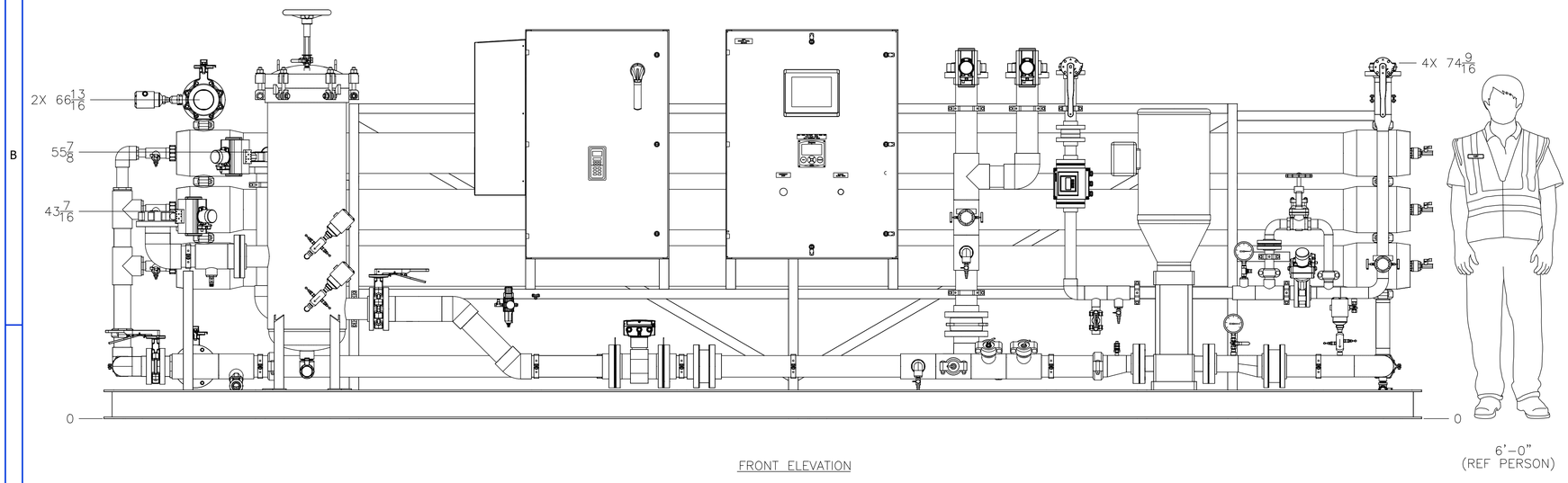
3E-140-F-D Size Title Block_REV B

CONNECTION SCHEDULE							
#	DESCRIPTION	TYPE	SIZE	#	DESCRIPTION	TYPE	SIZE
1	RO SYSTEM INLET	150# FLG	4.00				
2	ANTISCALANT INJECTION PORT	FMPT	0.50	7	CIP PERMEATE TO CIP FLUSH	150# FLG	4.00
3	CIP FLUSH INLET	150# FLG	4.00	8	CONCENTRATE	150# FLG	2.00
4	BISULFITE INJECTION PORT	FMPT	0.50	9	CIP CONC. TO CIP FLUSH	150# FLG	3.00
5	COMP. AIR SUPPLY	FMPT	0.25	10	CIP CONC. TO CIP FLUSH	150# FLG	4.00
6	PERMEATE OUTLET	150# FLG	4.00	11	CIP FLUSH INLET	150# FLG	4.00

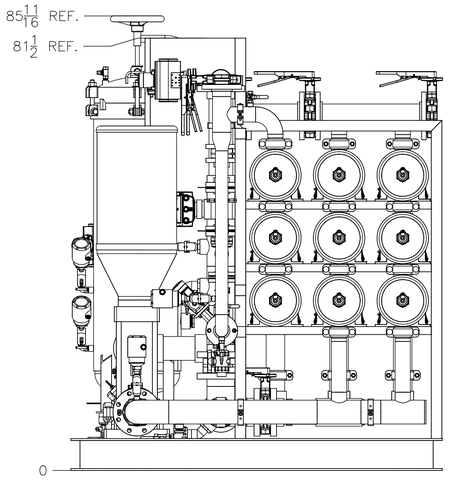


PLAN VIEW





FRONT ELEVATION



R. END ELEVATION

FRAC ± 1/2" DECIMALS .X ± .XX ± .XXX ± ANGLES ±

UNCONTROLLED IF PRINTED (UNLESS STAMPED OTHERWISE)

NOTE 1. EST. SHIPPING WEIGHT: 7,000 lbs

NOTE 2. EST. OPERATING WEIGHT: 12,000 lbs

NOTE 3. VAN METER BID DESIGN IS 3-COLUMNS/4-HIGH. ADD 18" TO HEIGHT

NOTE 4.

NOTE 5.

NOTE 6.

TOLERANCES UNLESS NOTED | **DRAWING NOTES**

REV	DATE	DWN	APVD	DESCRIPTION

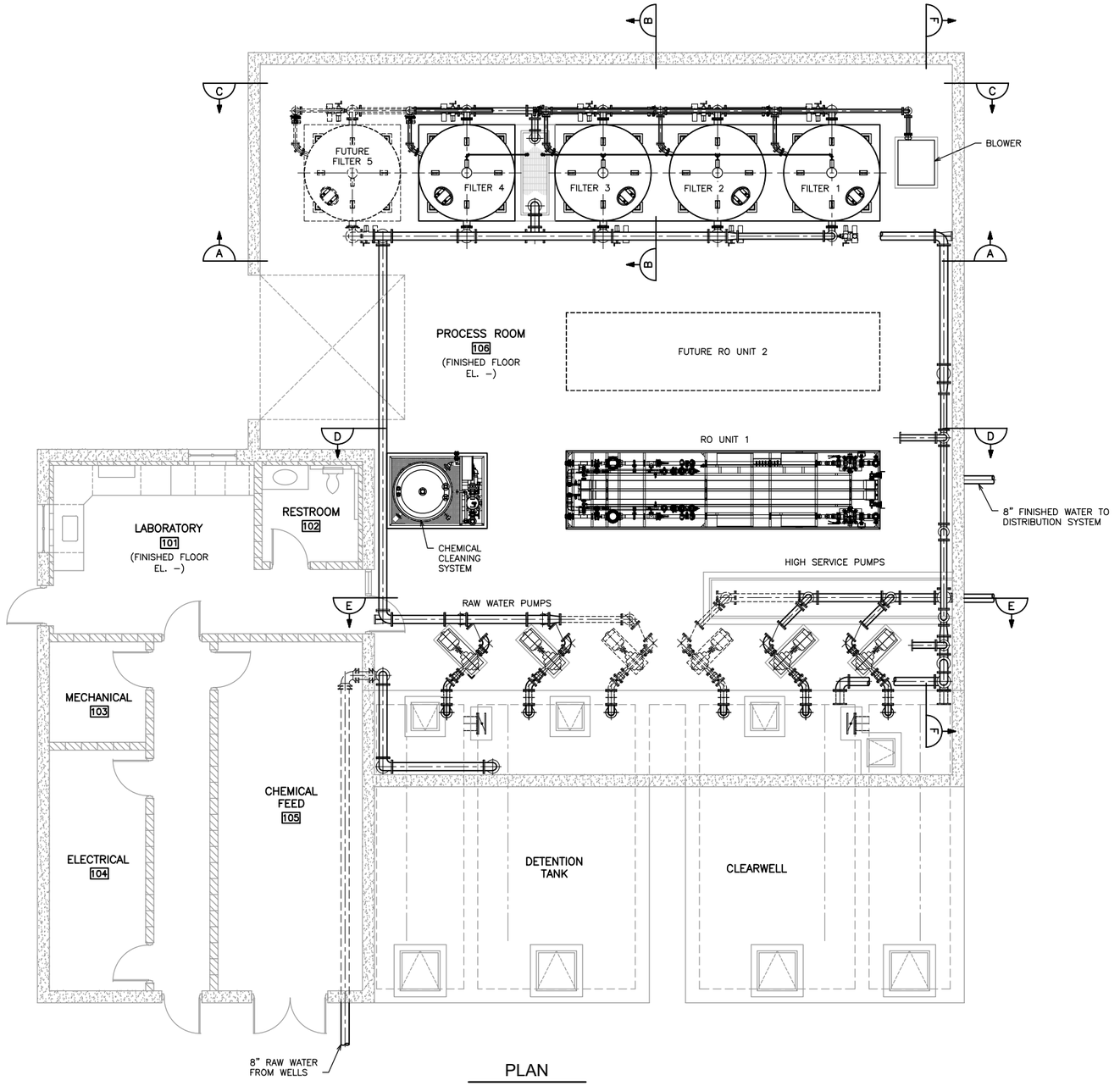
DRAWN BY ECP	**DATE** 12/22/20	**TITLE**	GENERAL ARRANGEMENT 3 COLUMN - REVERSE OSMOSIS SKID ******PRELIMINARY******
CHK'D BY MMS	**DATE** 12/23/20	**CLIENT NAME**	VAN METER, IA
SIZE D	**SCALE** NONE	**FILE TYPE** ACAD	

PROJECT NUMBER	DRAWING NUMBER	SHEET	REV
******PRELIMINARY******	******PRELIMINARY******	1 OF 1	A

WIGEN SINCE 1965
WATER TECHNOLOGIES
4201 NOREX DRIVE, STE 100
CHASKA, MN 55318 USA
952-448-4884
WWW.WIGEN.COM

APPENDIX C

Drawing 10-P-1



PLAN
SCALE: 3/16" = 1'–0"

SCALE: 3/16"=1'–0"
0' 5' 10'

DATE	REVISIONS		
		SCALE	AS NOTED
		DRAWN	JPB
		CHECKED	JPB
		APPROVED	TWP
		DATE	/25
		ISSUED FOR	CONSTRUCTION

VEENSTRA & KIMM INC.

WATER TREATMENT PLANT
CITY OF VAN METER, IOWA

PROCESS PLAN

DWG. NO.
10-P-1
- OF -
PROJECT 19389

APPENDIX D

Pressure Filtration and RO Pilot Report

WIGEN Since 1965 WATER TECHNOLOGIES

Water.
Process.
Solutions.

PRESSURE FILTRATION AND REVERSE OSMOSIS PILOT STUDY

CITY OF VAN METER

VAN METER, IOWA

SUBMITTED BY:

STEVEN NOTCH, Pilot Program Manager
steve.notch@wigen.com
(800) 240-3330

ISSUED DATE | FEBRUARY 26th, 2018
Rev. 0

WIGEN Since 1965 WATER TECHNOLOGIES

Water.
Process.
Solutions.

Family Owned.

American Made.

Table of Contents

Executive Summary

Wigen Water Technologies was contracted to provide a Pressure Filtration and Reverse Osmosis Pilot Study by Veenstra & Kimm, Inc. on behalf of their client, the City of Van Meter, to evaluate multimedia filtration and thin-film composite membrane technology as a treatment method for the City's future drinking water supply.

The primary treatment goal for this study was to simulate the full-scale plant design as closely as possible on a representative water source to determine the effectiveness of the proposed water treatment equipment. By quantifying key performance metrics, system optimization was also performed during the study.

Following a preliminary planning and coordination phase, the pilot study commenced on June 8th, 2017. The study was conducted for 102 days following this date, including 6 days of unplanned downtime. Please see the attached Log of Operational Parameters contained in this report for more information.

The following pages detail the data collected and conclusions made as a result of this pilot study.

In general, the findings of the study determined or quantified the major objectives set out in the pilot protocol.

The study provided data to support the recommendation of operating the pressure filter system with a service loading rate of 2.88 GPM/ft² with an approximate backwash frequency of every 7-10 days at a backwash rate of 12 GPM/ft². The data also supported operating the Reverse Osmosis system at 75% recovery and at flux of 14 GFD to meet the established water quality goals. Specific chemical dosing rates were also evaluated at the pilot scale and are detailed in the following report.

Should you have any further questions or comments, please do not hesitate to contact me. You will find my contact information on the cover page of this report.

We would like to take this opportunity to thank the City of Van Meter, Veenstra & Kimm, and especially Dave Hermann and Michael Abbott with the City of Van Meter, Iowa for their hard work and attention to detail with throughout the duration of this pilot project. We hope the data presented in this report will be the first step in the process of maintaining a high-quality water supply to the City of Van Meter and its growing number of users.

Respectfully,

Steven M Notch
Pilot Program Manager
Wigen Water Technologies

Background Information

Initial determinations from the planning phase expressed concern with using the City's existing well sources as the water supply for the pilot plant. Of primary concern was the existing Polyphosphate chemical feed introduced to the water system immediately following the wellhead. This chemical is known to interfere with iron and manganese removal of Greensand Plus media by coating the catalytic media with a barrier that does not allow regeneration using free chlorine, eventually fouling the media. Location of the feed to the pilot plant ahead of this injection point was not practical, so an alternative site was needed.

This led the group to the selection of a separate well that was not equipped with this chemical feed, as well as not being connected to the current water system. The irrigation well was chosen to limit the impact to current water users during the duration of the study and to use a deemed worst-case water source. The irrigation well ultimately chosen is far closer to the Racoon River and much more shallow than the current wells and the proposed new well(s) to be constructed to supply the full-scale plant. It is expected that the existing and proposed well water quality will be the same or better than this well.

Following delivery supervision conducted on May 1st, site work to enable utility and power connections to the system were completed during the following weeks.

The pilot system was commissioned by Wigen Water Technologies; this phase was completed on June 10th. The City of Van Meter operators were trained on the pilot plant operation and data collection systems, and given guidance on other topics pertaining to the study. The operators recorded all manual data, performed analytical measurements for select analytes, and collected feed, permeate, and concentrate water samples throughout the pilot study. Water samples were analyzed by AgSource Laboratories of Ellsworth, Iowa as well as by The University of Iowa State Hygienic Laboratory at the Iowa Laboratories Complex in Ankeny, Iowa. Data was also continuously logged remotely by Wigen Water Technologies.

The data collected by Wigen Water Technologies (WWT) is summarized below and is available in its entirety in Appendix A. A summary of select laboratory sampling data made available to WWT is provided in Appendix G.

The major objectives of the pilot study were as follows:

- Quantify the effectiveness of the existing gravity filters as RO pre-treatment
- Confirm a membrane element and demonstrate its performance
- Quantify removal of targeted contaminants including chlorides, hardness, total dissolved solids, and radium
- Investigate possible blend ratios with respect to removal goals above
- Determine Design Recovery
- Determine Design Flux Rate
- Confirm array staging
- Select RO feed chemicals (Antiscalant, Sodium Bisulfite) and determine required dosing
- Determine projected clean-in-place (CIP) frequency

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System Description

Instrumentation

The following locations/parameters labelled "C" are logged automatically by the RO Pilot's PLC every 15 minutes that the unit is in operation. Additional parameters were also recorded in daily log sheets.

Table #1 – Pilot Data Collection and Sampling Plan

	Greensand Filter			
Sample Description	Greensand Filter Influent	Greensand Filter Backwash Outlet	Greensand Filter Rinse Outlet	Greensand Filter Effluent
Sampling Location #	1	2	3	4
Continuous Monitoring/Automated				
Pressure	C			C
Flow	C	C	C	C
Conductivity				
pH				
ORP				
Temperature				
Field Measured/Analyzed by Operations Staff.				
Free Chlorine				1/Day
Total Chlorine	1/Day			1/Day
SDI (Silt Density Index)				
Turbidity	1/Week			
Conductivity	1/Week			
pH	1/Week			
ORP	1/Week			
Temperature	1/Week			
Field Collected Sample/Analyzed by Lab				
Total Iron	1/Week			1/Week
Total Manganese	1/Week			1/Week
Chlorides	1/Month			
Sulfide	1/Month			
Total Hardness	1/Month			
Total Dissolved Solids (TDS)	1/Month			
Strontium	1/Month			
Sulfate	1/Month			
Ammonia	1/Month			
Alkalinity	1/Month			
Calcium	1/Month			
Barium				
Silica				

	RO System										
Sample Description	R.O. Inlet	Pre-filter	Post-filter	Primary	Interstage	1st Stage Concentrate	2nd Stage Concentrate	Total Concentrate	1st Stage Permeate	2nd Stage Permeate	Total Permeate
Sampling Location #	5	6	7	8	9	10	11	12	13	14	15
Continuous Monitoring/Automated											
Pressure		C	C	C	C	C	C	C	C		C
Flow	C			C			C	C	C	C	C
Conductivity			C	C						C	C
pH			C								
ORP			C								
Temperature			C								
Field Measured/Analyzed by Operations Staff.											
Free Chlorine				1/Day							1/Day
Total Chlorine				1/Day							1/Day
SDI (Silt Density Index)		1/Week	1/Week								
Turbidity	1/Week		1/Week								1/Week
Conductivity											
pH								1/Week			1/Week
ORP								1/Week			1/Week
Temperature								1/Week			1/Week
Field Collected Sample/Analyzed by Lab											
Total Iron	1/Week							1/Week			1/Week
Total Manganese	1/Week							1/Week			1/Week
Chlorides	1/Month										1/Month
Sulfide	1/Month										1/Month
Total Hardness	1/Week							1/Week			1/Week
Total Dissolved Solids (TDS)	1/Week							1/Week			1/Week
Strontium	1/Month										1/Month
Sulfate	1/Week							1/Week			1/Month
Ammonia	1/Month										1/Month
Alkalinity	1/Week							1/Week			1/Week
Calcium	1/Month										1/Month
Barium	1/Week							1/Week			1/Week
Silica	1/Week							1/Week			1/Week

Multimedia Filter Pretreatment Chemicals

The MMF pilot system included two chemical feed systems for the addition of Sodium Hypochlorite and an optional secondary chemical feed, which was not utilized during this study.

Sodium Hypochlorite is an oxidizing agent used to oxidize dissolved iron and manganese in the feed stream as well as to maintain the oxidation state of the Greensand Plus catalytic media to allow a Continuous Regeneration (CR) operating mode. To ensure the CR operating mode, it is desirable to maintain a free chlorine residual of 0.3-0.5 mg/l in the Greensand Filter Effluent stream.

The sodium hypochlorite solution was mixed to a 5.00 wt.% solution and injected at a rate of up to 2.22 mg/l. This dose was somewhat high at times due to the variability in the free chlorine testing performed in the field via colorimetry.

RO Pretreatment Chemicals

The RO pilot system included two chemical feed systems for the addition of Sodium Bisulfite and Antiscalant. Both chemicals are NSF approved for use in drinking water systems.

Sodium bisulfite is a reducing agent used to eliminate oxidants such as free chlorine from the feed water prior to coming into contact with the RO membranes. Oxidants damage the RO membranes over time and greatly decreases ionic rejection over time. A typical RO membrane can tolerate 1 mg/l of chlorine for 1000-2000 hours before being compromised. Reduced ionic rejection will start to become apparent within a few days if exposed to free chlorine.

The sodium bisulfite was mixed to a 17.18 wt.% solution and injected at a rate of up to 10.0 mg/l. This dose was somewhat high due to the difficulty in dialing in an adequate Sodium Hypochlorite dose ahead of the Greensand filter to maintain the proper free chlorine residual given the variability in the free chlorine testing. The normal dose for sodium bisulfite is approximately 2.5 times the amount of free chlorine in the water and 5 times the amount of total chlorine. By injecting at an average concentration of 9.5 mg/l, we ensured that up to 3.8 mg/l of chlorine in the feed water would not harm the membranes. The RO pilot system is also equipped with an ORP meter which will trigger an alarm and shut down the system in the event of high chlorine levels in the feed water, thereby minimizing the chlorine damage.

Vitec 4000, a product of Avista Technologies, was used as the Antiscalant. Antiscalants are surface-active materials that interfere with precipitation reactions using three mechanisms; threshold inhibition, crystal modification and dispersion. As crystals begin to form at the submicroscopic level, negative groups located on the Antiscalant molecule attack the positive charges on scale nuclei interrupting the electronic balance that is necessary to propagate growth of the crystal. The resulting effect is that precipitants that would normally fall out of solution and deposit on the membrane surface stay in solution and are removed in the concentrate stream.

Because of the small amounts of Antiscalant needed for the low flows involved in this pilot study, a 16.60% solution was used so that a reasonable stroke frequency could be set on the chemical pump. A 3.16 mg/l dose of Vitec 4000 was used in this study.

Both chemical pumps were controlled automatically by the RO PLC. When the inlet valve opened, the pumps were enabled and began pumping the prescribed dosage into the RO feed stream, with the Antiscalant being injected just prior to the cartridge filter and the SBS being injected directly after the cartridge filter.

Equipment Specifications

Table #2 – Pressure Filter Specifications

PRESSURE FILTER PERFORMANCE	
Nominal Service Flow Rate	20.33 GPM (Set by RO Flux Rate)
Design Service Loading Rate	2.88 GPM/ft²
Design Backwash Rate	12 GPM/ft²
Filter Bed Cross-Sectional Area	7.065 ft²
Media Layer 1	ANTHRACITE 0.85 TO 0.95MM (12" Depth)
Media Layer 2	GREENSAND PLUS (24" Depth)
Media Layer 3	GRAVEL 0.125 X 0.0625 (3" Depth)
Media Layer 4	GRAVEL 0.25 X 0.125 (3" Depth)
Media Layer 5	GRAVEL 0.50 X 0.25 (SUBFILL)

PRESSURE FILTER FEATURES	
Skid Dimensions	55"L x 62"W x 98"H
Vessel Size	36" Diameter, 60" Side Shell, F&D Heads
Access	12" x 14" Elliptical Upper Manway 4" X 6" Elliptical Lower Hand Hole
Chemical Feed	(2) Grundfos DDA Dosing Pumps, With Calibration Columns & Day Tanks
Max. Design Backwash Rate	15 GPM/ft²; 106 US GPM
Backwash Pump	5 HP, Grundfos Multistage Centrifugal
Membrane Array	2:2:1:1x3L
Instruments	E+H Flowmeters; E+H Pressure Transmitters & Wika Gauges
Controls	Allen-Bradley CompactLogix PLC & PanelView 1000 Color HMI
Sample Valves	Sample valves for Influent, Effluent
Alarms	High Differential Pressure, Low Service Flow, Others as Req.
Plumbing	Feed: Sch. 80 PVC, High Pressure: Welded 304 Stainless Steel
Electrical	480V/3Ø/60Hz 20 FLA (to MMF Control Panel)
Skid Frame	Welded Carbon Steel, Powder Coated Finish, Fork Pockets

Table #3 – Pressure Filter Specifications

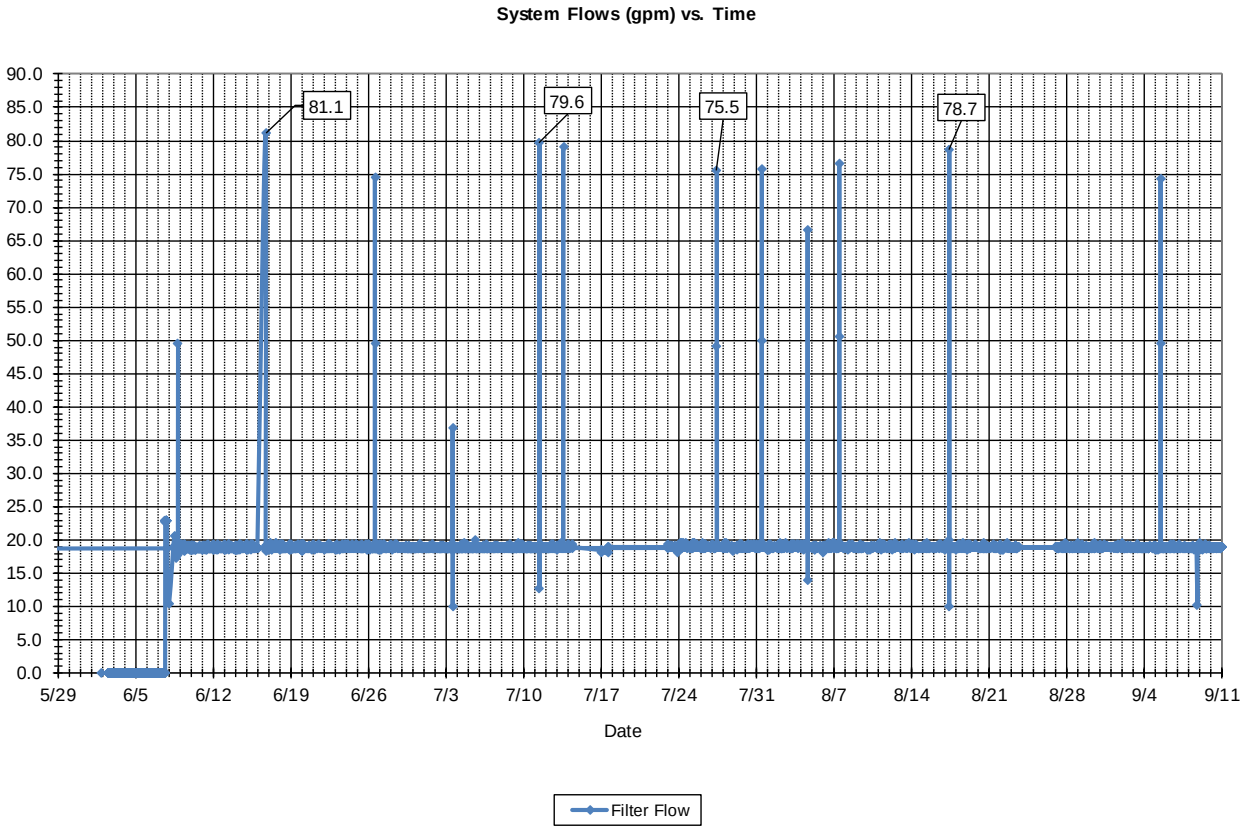
RO PERFORMANCE	
Nominal Permeate Production	21,960 gallons per day ≈ (15.25 GPM)
Feed Flow Rate	20.33 GPM
Concentrate Flow Rate	5.084 GPM
Recovery Rate	75%
Flux Rate	14.018 GFD
Nominal Rejection Rate	99.6%

RO FEATURES	
Skid Dimensions	141”L x 29”W x 74.25”H
Membranes	(18) Toray TMG10D Composite Polyamide Membranes
Pre-filter	1 µm Graded Density Polypropylene (3) 2.5”Dia. x 20”OAL
Chemical Feed	(2) Grundfos DDA Dosing Pumps, With Calibration Columns & Day Tanks
Recovery Rate	75%
High Pressure Pump	3 HP, Grundfos Multistage Centrifugal
Membrane Array	2:2:1:1x3L
Pressure Vessels	(6) ROPV, End-port, 4”, FRP, 300 PSIG
Instruments	Georg Fischer Signet Analytical &Flowmeters; Wika Pressure Transmitters & Gauges
Controls	Allen-Bradley CompactLogix PLC & PanelView 1000 Color HMI
Sample Valves	Sample valves for feed, concentrate, permeate from each vessel and aggregate permeate
Alarms	Low suction pressure, high feed pressure, high permeate conductivity, low feed pH, pump malfunction
Plumbing	Feed: Sch. 80 PVC, High Pressure: Welded 304 Stainless Steel, Permeate: Sch. 80 PVC, Concentrate: Sch. 80 PVC
Electrical	480V/3Ø/60Hz 50 FLA (to RO Control Panel)
Clean-In-Place (CIP)	On-board CIP Pump, CIP Tank (“loose”), Flexible Hoses
Skid Frame	Welded Carbon Steel, Powder Coated Finish, Leveling Feet

Testing & Results

Please refer to Figures 1 to 7 showing data collected during the study.

Figure #1 – Multimedia Pressure Filter Pilot System – System Flow Rate

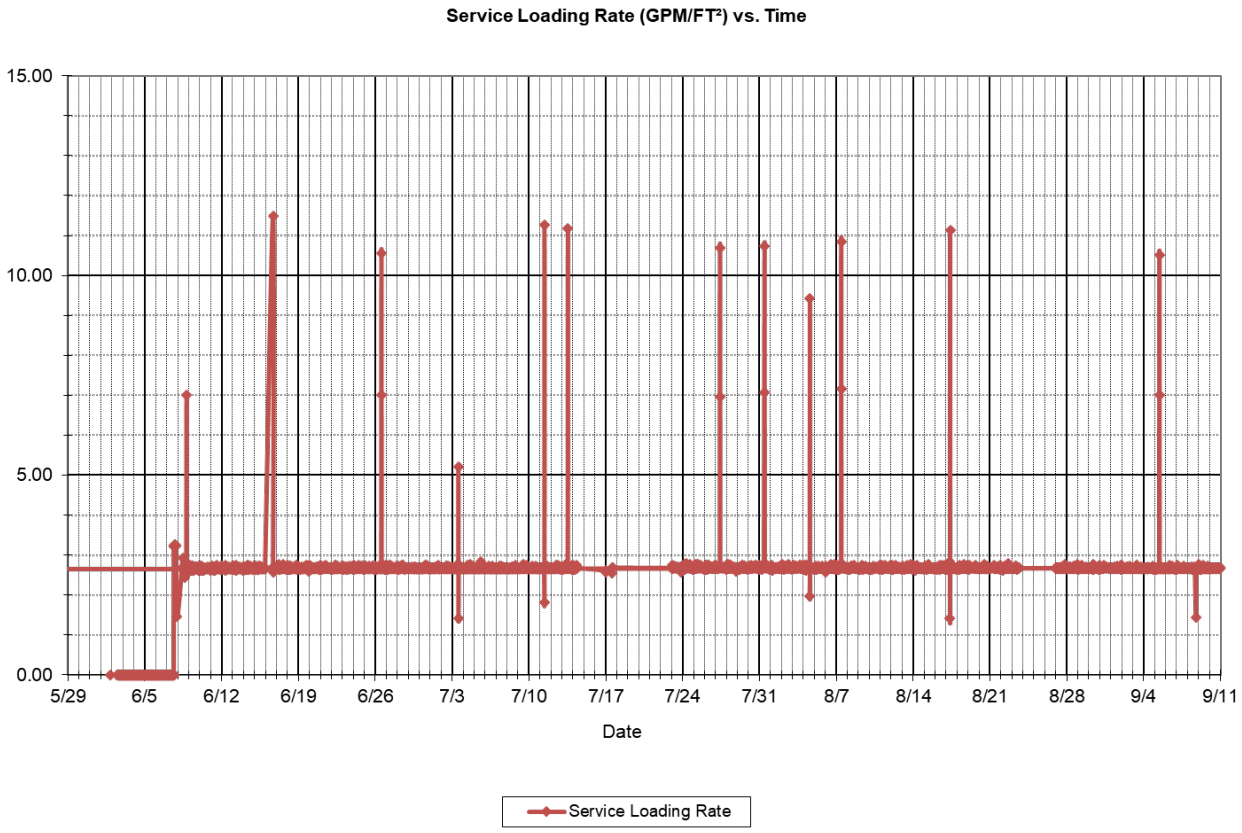


The Service Flow Rate of the Multimedia Pressure Filter Pilot System is controlled by the RO System Inlet Flow Rate. This flow rate is a function of the flux rate set at the RO system and is also impacted by a few other parameters like the RO Element Area, RO Recovery Percentage, and the Concentrate Recirculation flowrate (If Applicable).

Based on the selected 14 GFD flux rate for the RO system and (18) 87 ft² RO elements, a feed flow rate of 20.33 GPM is required.

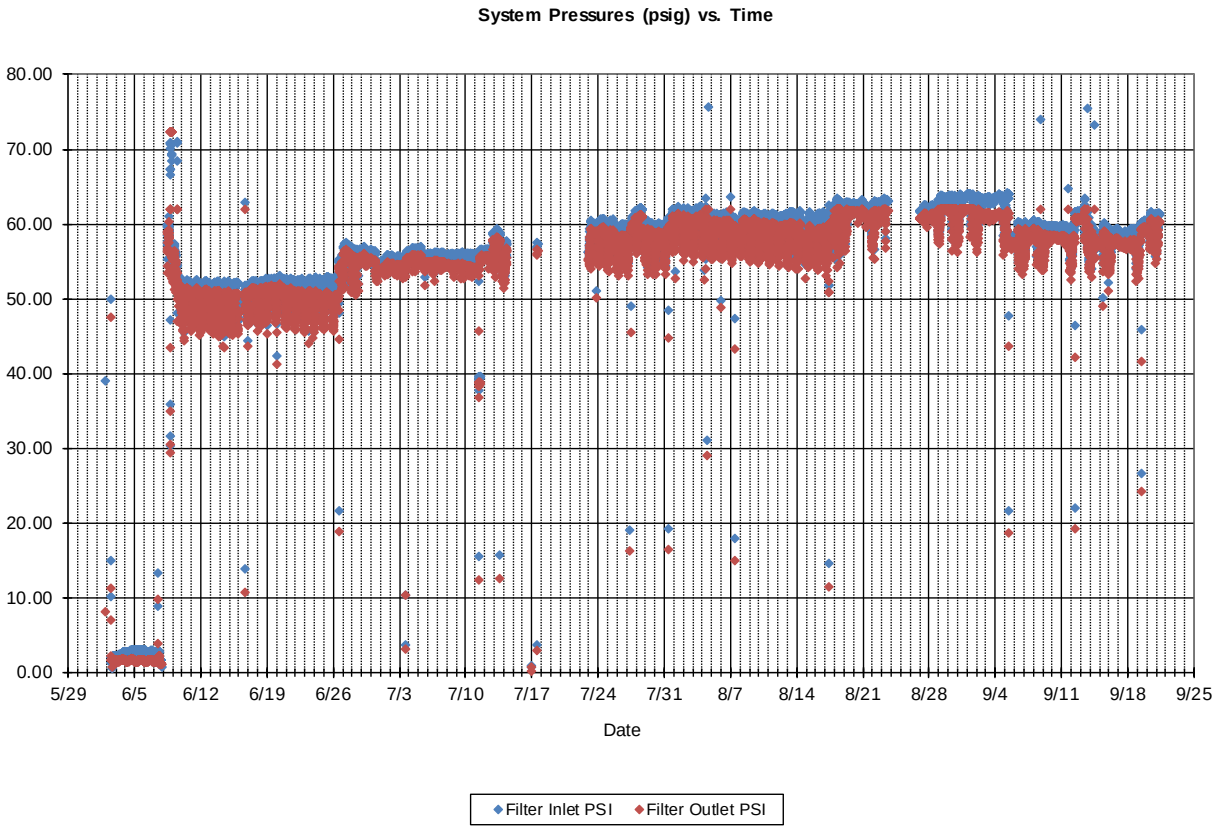
Also shown above at each peak is the backwash flow target for a few data points. Since the data is logged every 15 minutes, not every backwash will show in the data above. By random chance, a few are visible however.

Figure #2 – Multimedia Pressure Filter Pilot System – Service Loading Rate



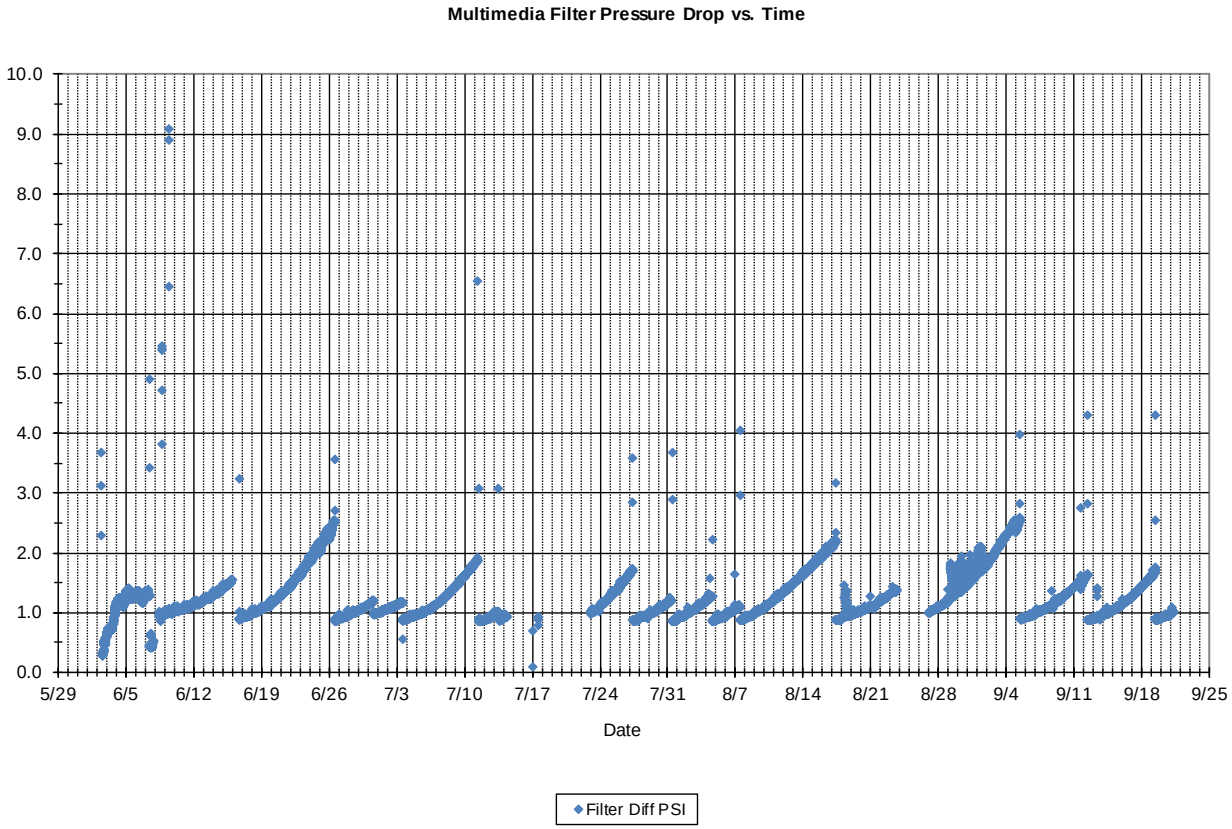
Noted above is the Service Loading Rate in GPM/ft². Also worth noting are the select backwash loading rates of approximately 12 GPM/ft² that were captured at a few different points during the study.

Figure #3 – Multimedia Pressure Filter Pilot System – System Pressures



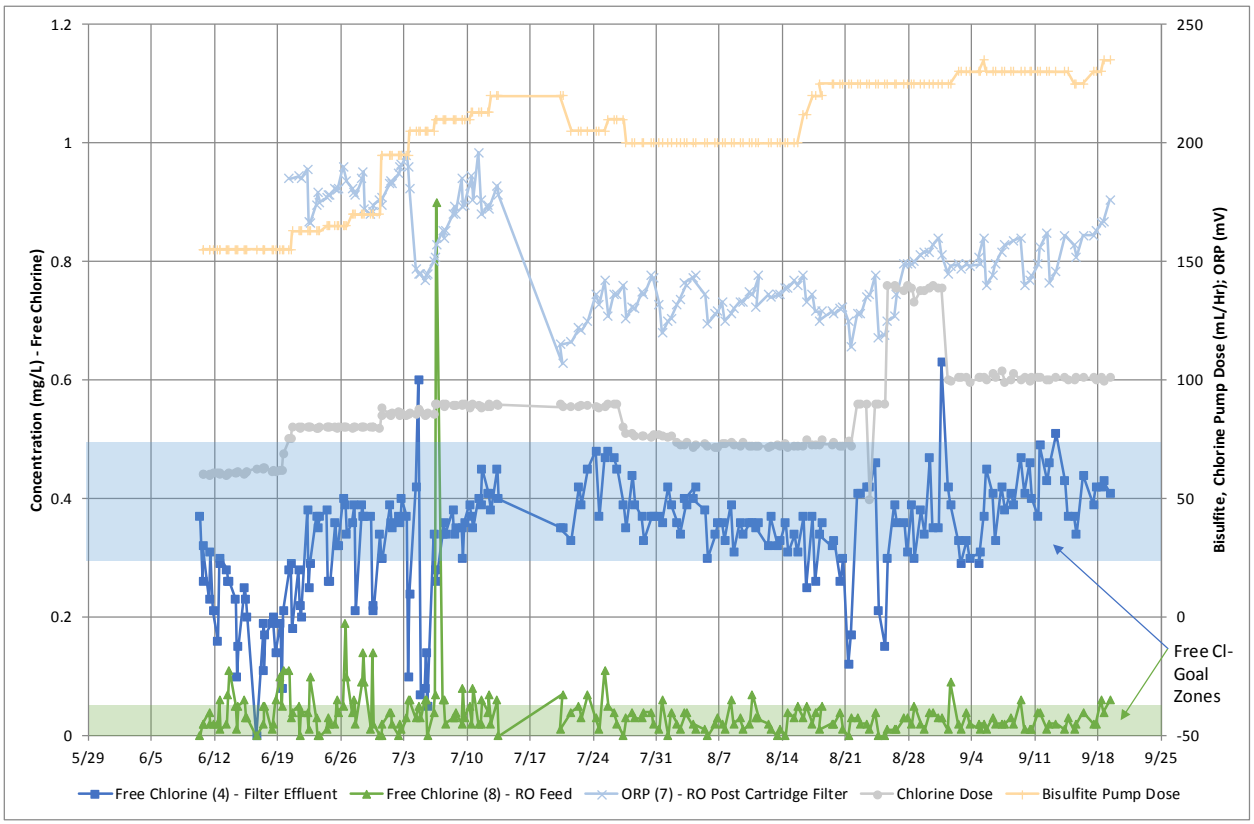
Noted above is the system pressures at the inlet and outlet of the Pressure Filter in PSIG.

Figure #4 – Multimedia Pressure Filter Pilot System – Differential Pressure



Noted above is the differential pressure across the Pressure Filter in PSID. Following an initial run time, a regular baseline pressure drop of approximately 1 PSID was observed. During the study, a 7-10 day backwash frequency was used. The values returned to this baseline value following every backwash.

Figure #5 – Multimedia Pressure Filter Pilot System – Chlorine Dosing



Noted above are a few plots related to Chlorine Dosing at various points throughout the system. The Chlorine Dose impacts the Free Chlorine (4) (Influent), Bisulfite Dose impacts Free Chlorine (8) (RO Feed). ORP is shown at the RO Inlet (Location #7)

Figure #6 – Analytical Lab Results

Analyte		Alkalinity				Barium			Silica			Sulfate			
Method		EPA 310.1	EPA 310.1	EPA 310.1	EPA 310.1	EPA 200.7	EPA 200.7	EPA 200.7	EPA 200.7	EPA 200.7	EPA 200.7	EPA 300.0	EPA 300.0	EPA 300.0	EPA 300.0
Unit		mg/L	mg/L	mg/L	mg/L	mg/L	mg/L	mg/L	mg/L	mg/L	mg/L	mg/L	mg/L	mg/L	mg/L
Limit of Detection	LOD	69	69	69	28				0.015	0.015	0.015	0.566	0.566	0.566	0.056
Limit of Quantitation	LOQ	213	213	213	85	0.05	0.05	0.05	0.05	0.05	0.05	3	3	3	0.3
	Sample	Greensand Filter Influent	Greensand Filter Effluent	Total Concentrate	Total Permeate	Greensand Filter Effluent	Total Concentrate	Total Permeate	Greensand Filter Effluent	Total Concentrate	Total Permeate	Greensand Filter Influent	Greensand Filter Effluent	Total Concentrate	Total Permeate
Date	Location	1	4	12	15	4	12	15	4	12	15	1	4	12	15
6/21/2017			316	1140	28				9.99	39	0.256		88	342	1.068
6/28/2017					28						0.252				0.153
7/6/2017			320	1160	28				0	82	0.204		97	379	0.325
7/12/2017			330	1190	28				21	76	0.246		98	369	1.121
7/21/2017		338	332	1208	28	0.07	0.23	0.05	21	78	0.234	91	90	325	1.011
7/26/2017			340	1254		0.07	0.24	0.05	21	347			86		
8/2/2017			348	1210		0.07	0.25	0.05	22				88	307	
8/9/2017			348	1258	28	0.08	0.26	0.05	21	77	0.28		83	287	0.384
8/16/2017		356	350	1268	28	0.08	0.25	0.05	21	80	0.202	78	78	316	2.275
8/23/2017			354	1260	28	0.07	0.25	0.05	22	84	0.222		85	307	19
8/30/2017			352	1268	28	0.07	0.25	0.05	21	81	0.256		84	307	19
9/6/2017			350	1270	28	0.07	0.26	0.05	22	85	0.316		86	308	18
9/13/2017			348		28			0.05	22		0.29	80	79		19
9/20/2017			344	1300	28	0.06	0.26	0.05	22	83	0.248		78	308	2.228

Analyte		Total Dissolved Solids (TDS)				Total Hardness				Iron				Manganese			
Method		USGS I 1750-85	USGS I 1750-85	USGS I 1750-85	USGS I 1750-85	HACH 8226	HACH 8226	HACH 8226	HACH 8226	EPA 200.7	EPA 200.7	EPA 200.7	EPA 200.7	EPA 200.7	EPA 200.7	EPA 200.7	EPA 200.7
Unit		mg/L	mg/L	mg/L	mg/L	mg/L	mg/L	mg/L	mg/L	mg/L	mg/L	mg/L	mg/L	mg/L	mg/L	mg/L	mg/L
Limit of Detection	LOD	44	44	44	44	17	3.33	17	3.33	0.012	0.012	0.012	0.012	0.001	0.001	0.001	0.001
Limit of Quantitation	LOQ	150	150	150	150	60	12	60	12	0.04	0.04	0.04	0.04	0.002	0.002	0.002	0.002
	Sample	Greensand Filter Influent	Greensand Filter Effluent	Total Concentrate	Total Permeate	Greensand Filter Influent	Greensand Filter Effluent	Total Concentrate	Total Permeate	Greensand Filter Influent	Greensand Filter Effluent	Total Concentrate	Total Permeate	Greensand Filter Influent	Greensand Filter Effluent	Total Concentrate	Total Permeate
Date	Location	1	4	12	15	1	4	12	15	1	4	12	15	1	4	12	15
6/21/2017			494	1826	44		396	1400	3.33		0.012	0.012	0.012		0.001	0.001	
6/28/2017									3.33				0.012				0.001
7/6/2017			504	1874			416	1640	3.33		0.012	0.177	0.012		0.001	0.004	0.001
7/12/2017			518	1918	44		412	1400	3.33		0.012	0.032	0.014		0.001	0.008	0.001
7/21/2017		500	498	1896	44	428	436	1490	3.33	0.056	0.012	0.012	0.012	0.244	0.001	0.001	0.001
7/26/2017			506	1956			420	1570			0.012				0.001		
8/2/2017			510	1882			445	1525			0.057				0.001		
8/9/2017			510	1864	44		430	1610	3.33		0.024	0.012	0.012		0.001	0.001	0.001
8/16/2017		506	480	1906	44	450	436	1586	3.33	0.072	0.012	0.012	0.012	0.226	0.001	0.001	0.001
8/23/2017			520	1864	44		436	1608	3.33		0.024	0.027	0.015		0.001	0.001	0.001
8/30/2017			544	1876	44		426	1570	3.33		0.012	0.022	0.012		0.001	0.001	0.001
9/6/2017			402	1886	44		438	1464	3.33		0.012	0.012	0.035		0.001	0.001	0.001
9/13/2017		484	426	354	44	428			3.33	0.064	0.031		0.012	0.243	0.002		0.001
9/20/2017			476	1864	44		422	1540	3.33		0.018	0.012	0.012		0.001	0.001	0.001

Analyte		Ammonia				Calcium				Chlorides				Strontium				Sulfide		
Method		ATP Case No. N08-0004	ATP Case No. N08-0004	ATP Case No. N08-0004	ATP Case No. N08-0004	EPA 200.7	EPA 200.7	EPA 200.7	EPA 200.7	HACH 8224	HACH 8224	HACH 8224	HACH 8224	EPA 200.7	EPA 200.7	EPA 200.7	EPA 200.7			
Unit		mg/L	mg/L	mg/L	mg/L	mg/L	mg/L	mg/L	mg/L	mg/L	mg/L	mg/L	mg/L	mg/L	mg/L	mg/L	mg/L	mg/L	mg/L	mg/L
Limit of Detection	LOD	0.019	0.019	0.019	0.019	0.191	0.191	0.191	0.191	0.566	0.566	0.566	0.566	0.02	0.02	0.02	0.02			
Limit of Quantitation	LOQ	0.07	0.07	0.07	0.07	0.6	0.6	0.6	0.6	3	3	3	2							
	Sample	Greensand Filter Influent	Greensand Filter Effluent	Total Concentrate	Total Permeate	Greensand Filter Influent	Greensand Filter Effluent	Total Concentrate	Total Permeate	Greensand Filter Influent	Greensand Filter Effluent	Total Concentrate	Total Permeate	Greensand Filter Influent	Greensand Filter Effluent	Total Concentrate	Total Permeate	Greensand Filter Influent	R.O. Inlet	Total Permeate
Date	Location	1	4	12	15	1	4	12	15	1	4	12	15	1	4	12	15	1	4	15
6/21/2017			0.031	0.72	0.079		114	417			18	1.7500	0.558		0.21	0.76	0.02	0.9	0.9	0.9
6/28/2017					0.203				0.785				0.558	0.23	0.23	0.81	0.02			
7/6/2017			0.187	0.019	0.019		112	424	0.361		15	5.5	0.558		0.21	0.77	0.02			
7/12/2017																				
7/21/2017		0.129																0.9	0.9	0.9
7/26/2017																				
8/2/2017																				
8/9/2017							117	422	0.437						0.24	0.86	0.02			
8/16/2017		0.209	0.102	0.111	0.203	117	117	428	0.414	19	19	3000	0.558	0.24				0.9	0.9	0.9
8/23/2017																				
8/30/2017																				
9/6/2017																				
9/13/2017		0.213	0.198		0.123	117	119		0.39	19	19		0.558				0.02			
9/20/2017																				

Shown above is a summary of the analytical testing results detailed in Appendices G and H. Removal of select analytes, in particular Iron and Manganese, was shown to be excellent.

Phase I of the Pilot Study operated 24 hours each day, 7 days per week during the 96-day duration of Phase I. Below is a summary of the RO operational parameters:

	Run Time (Days)	Flux	Recovery	Antiscalant
90 Day Study	90	14 GFD	75%	Vitec 4000

RO Performance Data

5/29/17-9/21/17

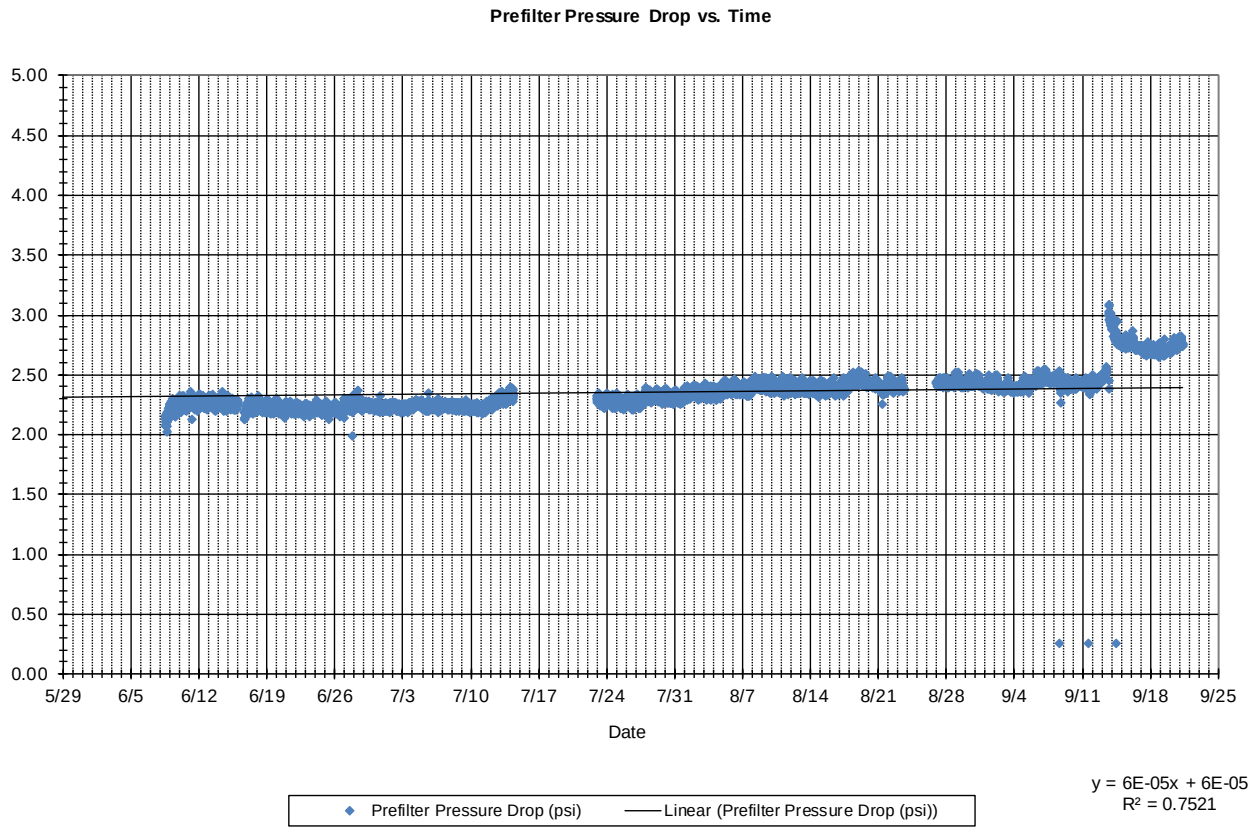
Parameter	Average	Minimum	Maximum	Std. Deviation
Prefilter Pressure (psi)	48.26	-5.00	80.51	4.32
Post Filter Pressure (psi)	46.15	-5.00	62.91	4.20
Prefilter Pressure Drop (psi)	2.36	0.25	49.64	1.34
Primary Pressure (psi)	110.10	59.09	117.03	2.56
Bank 1 Permeate Pressure (psi)	0.62	0.00	11.90	2.53
Bank 2 Permeate Pressure (psi)	7.44	3.35	7.88	0.09
Concentrate Pressure (psi)	0.00	0.00	0.00	0.00
Interstage Pressure (psi)	98.64	53.57	105.04	2.29
Final Pressure (psi)	73.41	23.78	88.16	7.71
Bank 1 Pressure Drop (Psi)	11.46	5.53	12.72	0.41
Bank 2 Pressure Drop (Psi)	25.22	11.68	38.34	8.28
Machine Pressure Drop (Psi)	36.69	22.73	50.46	8.65
Temperature (F)	55.08	50.81	61.30	1.32
Temperature Correction Factor	0.63	0.57	0.74	0.02
Bank 1 Perm Flow (gpm)	10.29	5.53	10.76	0.08
Bank 2 Perm Flow (gpm)	4.96	2.53	5.30	0.08
Bank 1 Conc Flow (gpm)	10.05	5.52	10.43	0.10
Bank 2 Conc Flow (gpm)	5.09	2.99	5.44	0.06
Recy Flow (gpm)	0.01	0.00	0.02	0.00
Feed Cond (uS)	842.32	722.64	882.04	30.22
Bank 1 Perm Cond (uS)	10.59	8.09	15.86	1.02
Bank 2 Perm Cond (uS)	15.08	11.95	24.37	1.43
Final Perm Cond (uS)	12.05	9.44	18.53	1.14
Bank 1 Conc Cond (uS)	1694.50	1435.06	1836.26	64.31
Bank 1 Avg Cond (uS)	1268.41	1079.69	1352.74	47.13
Bank 1 Recovery	0.51	0.49	0.53	0.00

RO Performance Data (Continued)

5/29/17-9/21/17

Parameter	Average	Minimum	Maximum	Std. Deviation
Bank 1 % Passage	0.83	0.72	1.33	0.06
Bank 1 Concentrate Cond (uS)	1174.02	1001.96	1238.52	43.23
Bank 2 Conc Cond (uS)	3329.70	2752.36	3677.01	124.17
Bank 2 Avg Cond (uS)	2512.10	2099.02	2730.51	93.48
Bank 2 Recovery	0.49	0.46	0.53	0.01
Bank 2 % Passage	0.60	0.49	1.09	0.04
Bank 2 Concentrate Cond (uS)	2335.28	1964.47	2516.41	87.35
System Conc Cond (uS)	3329.70	2752.36	3677.01	124.17
System Avg Cond (uS)	2086.01	1745.00	2274.37	76.66
System Recovery	0.75	0.73	0.77	0.00
System % Passage	0.58	0.48	1.00	0.04
System Concentrate Cond (uS)	1556.96	1329.82	1652.40	56.28
Feed Flow (gpm)	20.33	11.04	20.90	0.12
Bank 1 Net Driving Pressure	103.75	56.33	110.94	3.81
Bank 2 Net Driving Pressure	78.59	35.32	88.25	3.92
Bank 1 Flux (GFD)	14.19	7.62	14.84	0.11
Bank 2 Flux (GFD)	13.67	6.98	14.63	0.22
Salt Rejection	99.42	99.00	99.52	0.04
Bank 1 Recovery	50.60	49.18	53.22	0.32
Bank 2 Recovery	49.33	45.86	52.58	0.51
Total Recovery	75.00	73.01	76.76	0.27
pH Meter (std. Units)	6.40	6.06	6.75	0.08
Perm Flow	15.25	8.06	15.79	0.11
Concentrate Flow	0.83	0.72	1.33	0.06

Figure #8 - RO pilot Pre-Filter Pressure Drop

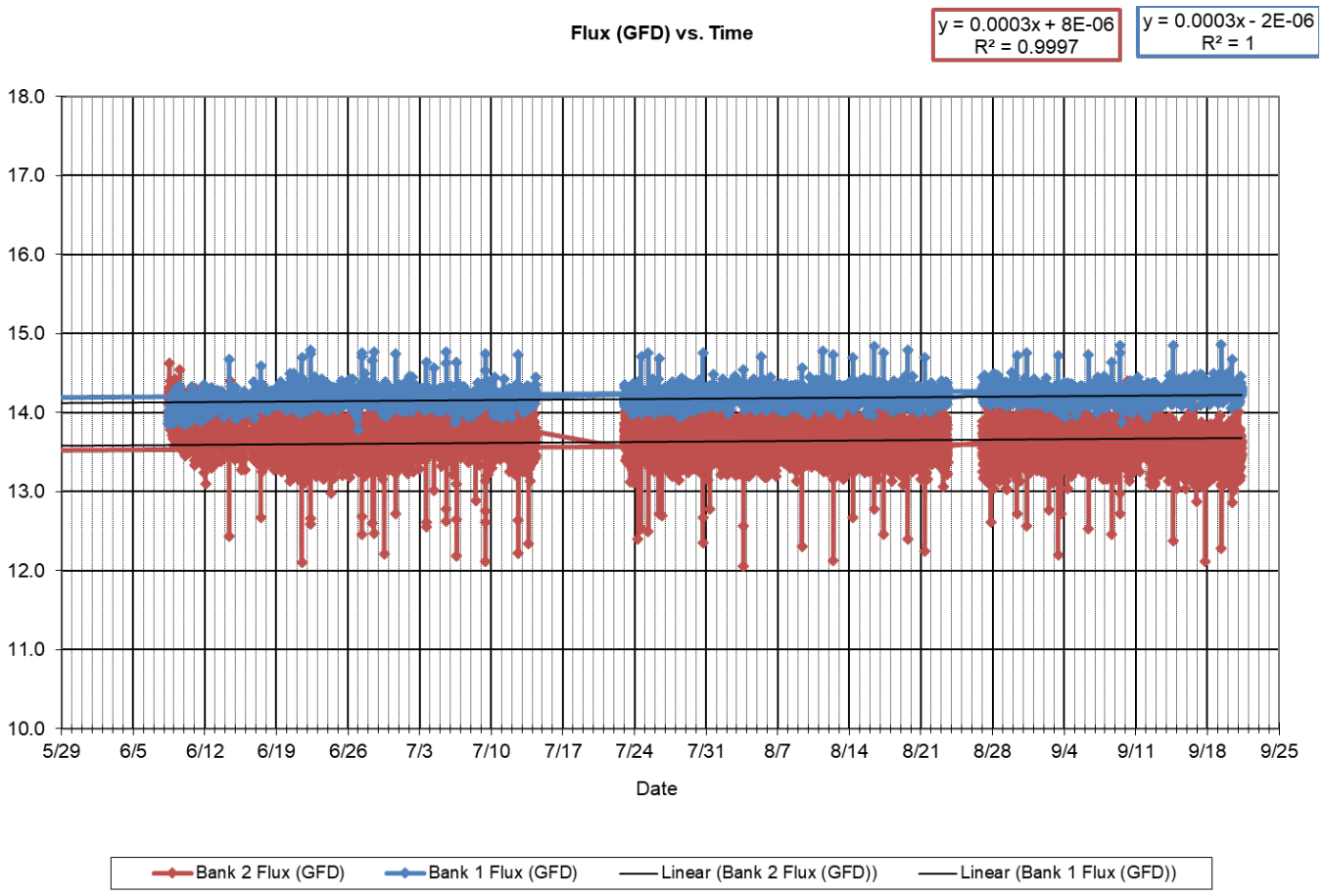


The RO Pilot system is equipped with a cartridge filter housing upstream of the pressure vessel array which serves to protect the RO membranes from particulate fouling. It contains (3) 2-1/2" Dia. X 20"L cartridge filters.

There were negligible changes in the differential pressure across the cartridge filters throughout the entire duration of the study despite the 1 µm nominal rating. The only real deviation was after the CIP procedure on 9/13/17 where an approximate 0.6 PSID pressure increase was observed.

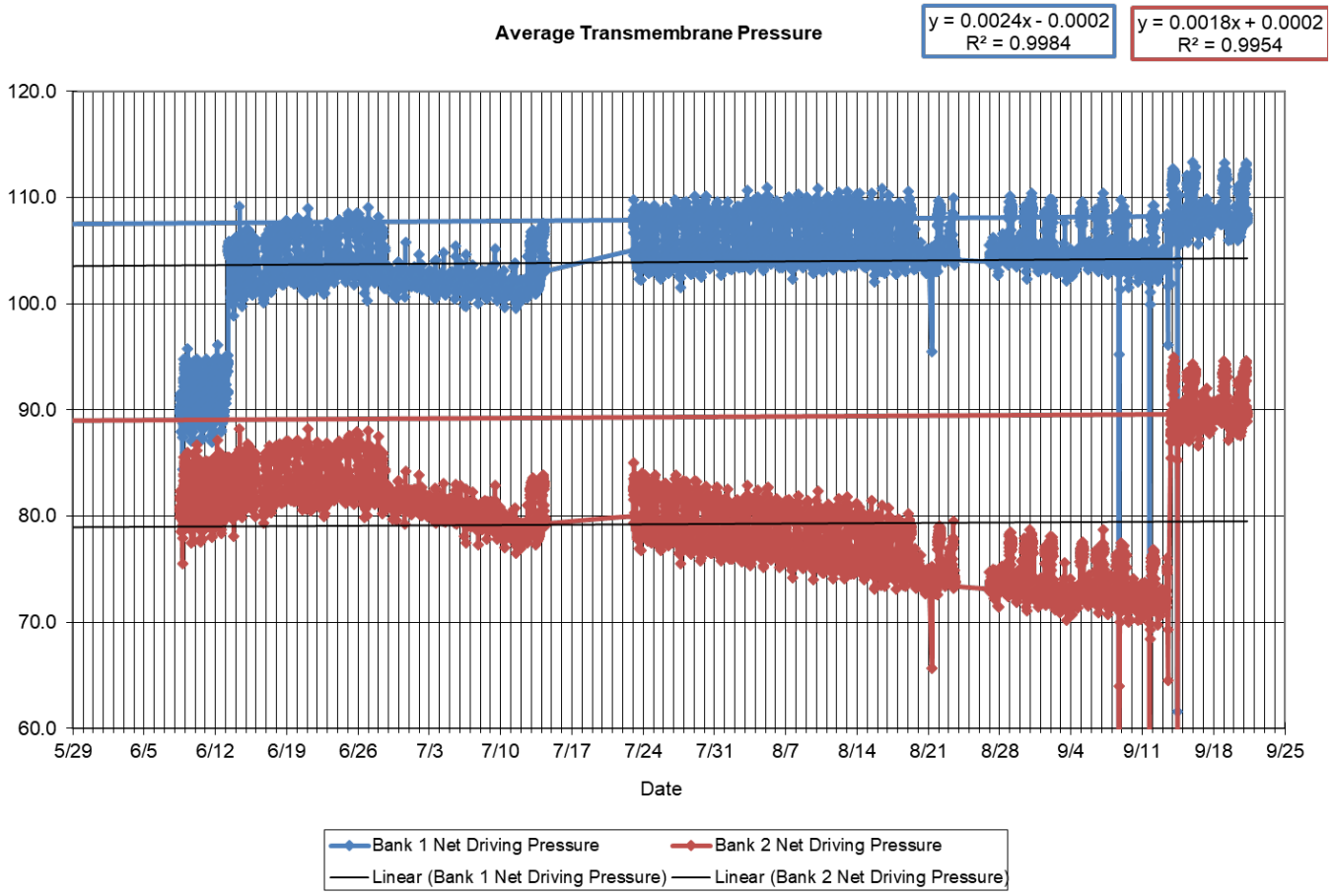
The cartridge filters were not changed during the duration of the study.

Figure #9 – RO Pilot Flux Rates



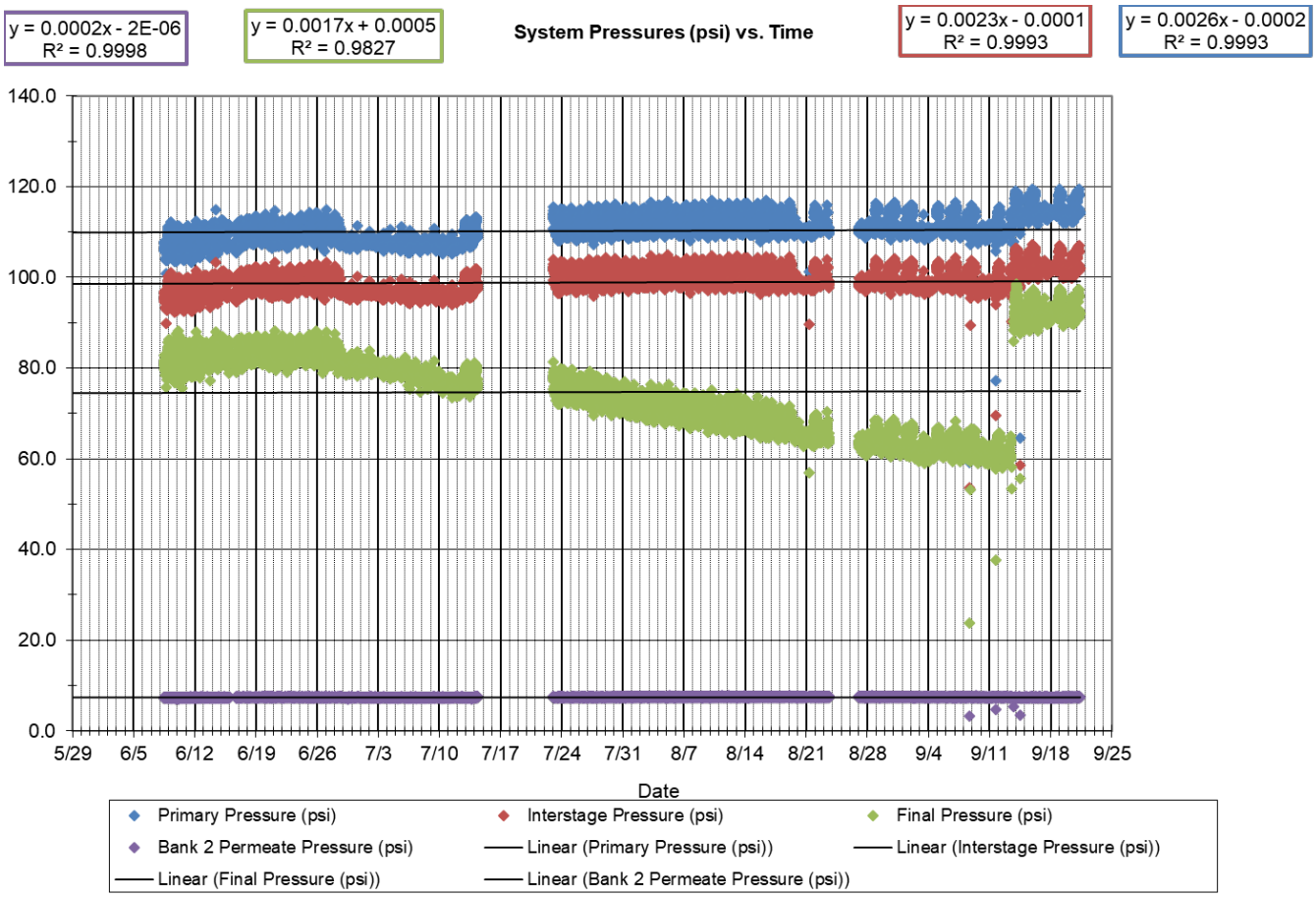
Shown above are flux rates for both stages of the RO during the duration of the study. The variability shown above is largely the result of the slight variance of the 1st Stage and 2nd Stage permeate flowrates, from which these plots are based upon.

Figure #10 – RO Pilot Average RO Transmembrane Pressure



As a result of the pressure drop that developed on the second stage over the course of the study due to scaling, the net driving pressure on this stage also dropped towards the end of the study. Following the CIP procedure on 9/13, these values returned to baseline.

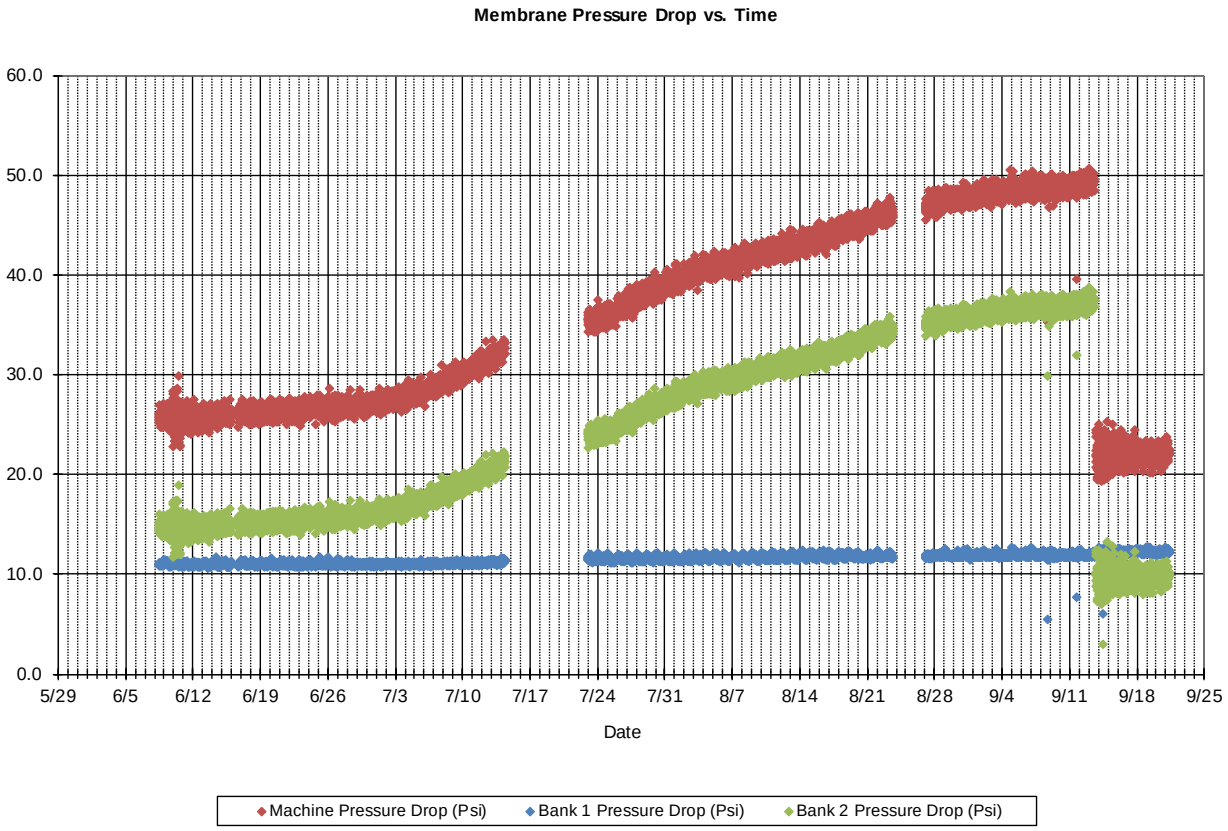
Figure #11 - RO Pilot System Pressure Profile



The second stage scaling is also apparent on this plot as well. Also displayed is the permeate backpressure as a result of the flux balancing setpoints. Backpressure is imposed on the first stage permeate connection as a means of reducing the flux on this stage and increasing flux on the second stage. This allows the flux rates throughout the entire array to be as uniform as possible.

Of note is the gradual increase of pressure drop across the second stage and its return to baseline following the CIP on 9/13. The membrane autopsy detailed that the scaling was shown to be Calcium Carbonate. The curve shown above is quite characteristic of this type of scaling, and is quite easily removed with a low pH CIP procedure.

Figure #12 - RO Pilot Membrane Pressure Drop

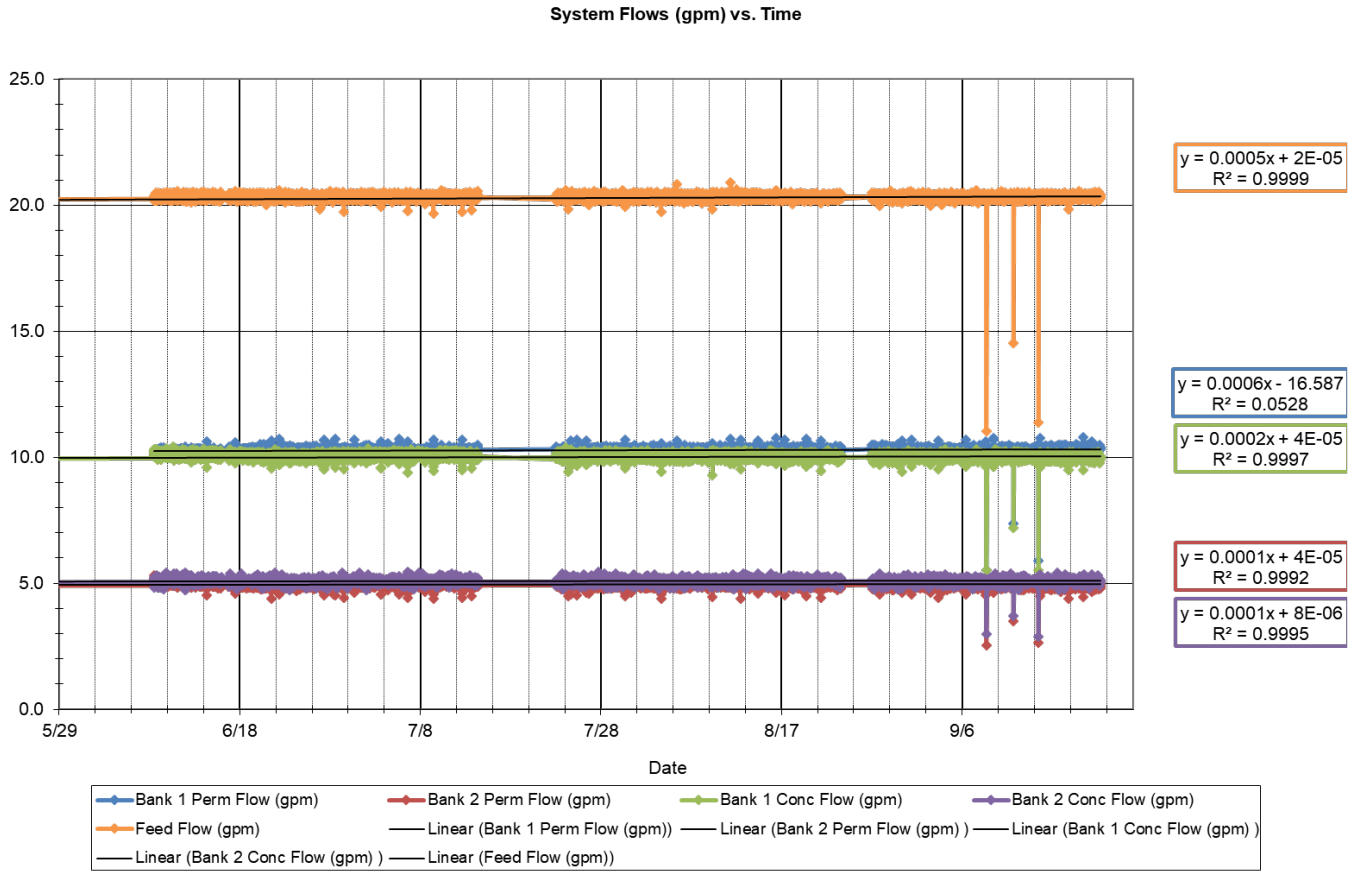


Membrane pressure drops in the first bank were virtually flat during the pilot. Typically, if biological fouling is present at any location in the membrane array, it will show up as an upward trend in these graphs. A flat trend is indicative of an absence of biological fouling.

The second bank pressure drop steadily increased up to the CIP procedure which was carried out on 9/13/17. Following the procedure, the membrane pressure drop actually decreased below the prior baseline, indicating an excellent CIP performance.

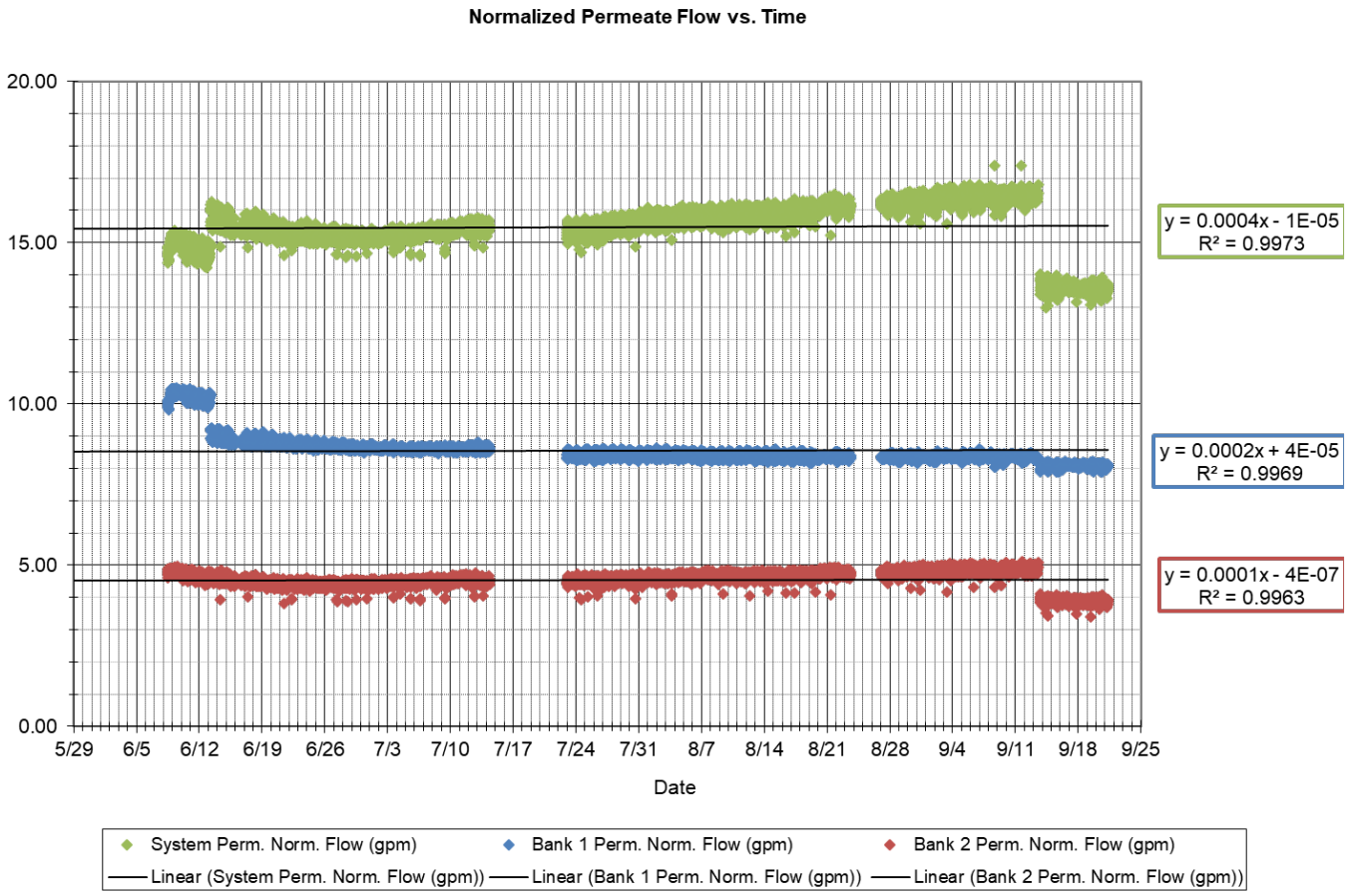
Please see Appendix E and F for more detail.

Figure #13 - RO Pilot System Flow Rates



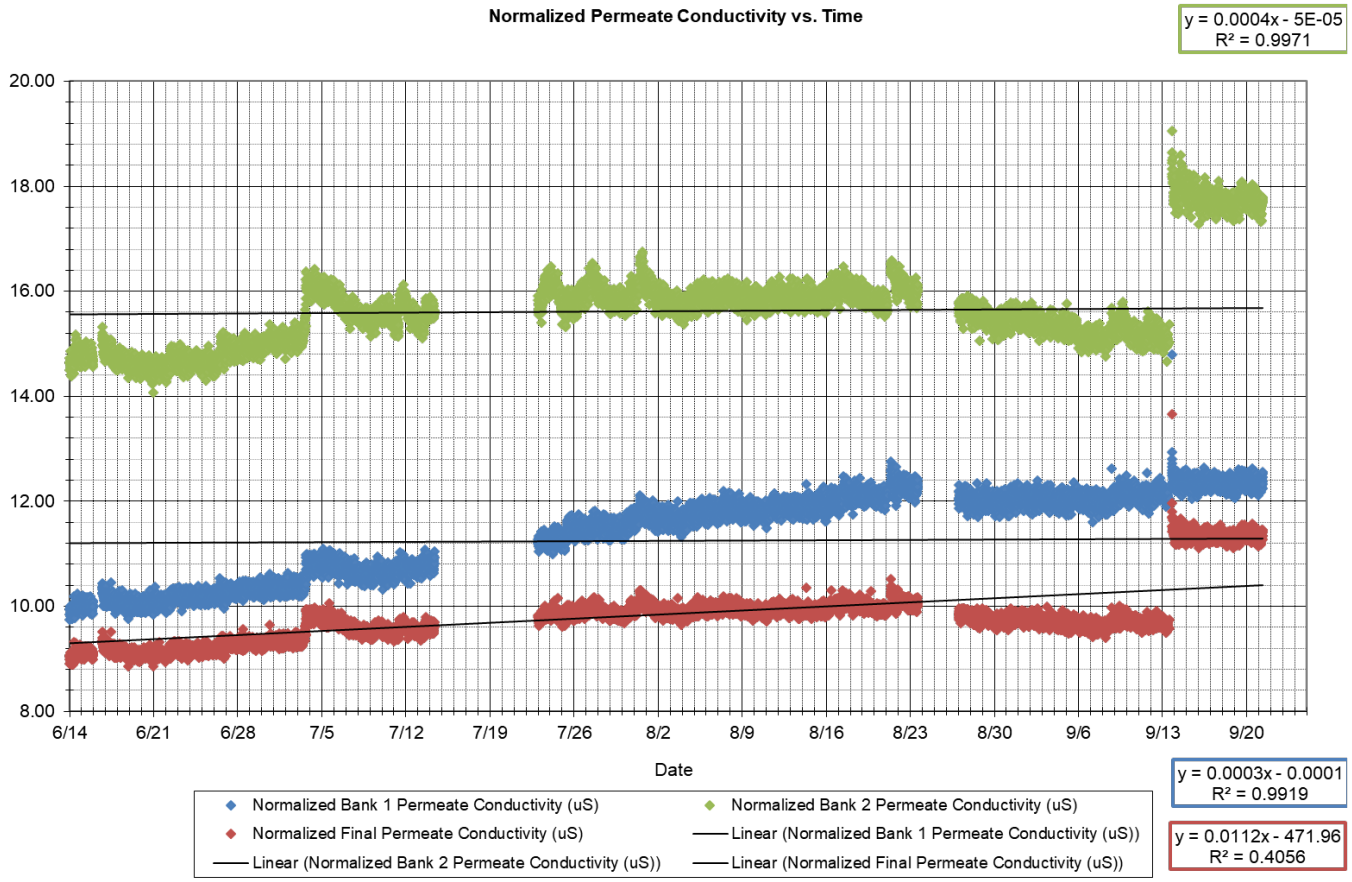
System Flow Rates were largely held flat throughout the study. Changes in RO Flux rates or recovery rates, had they occurred, would appear in this chart.

Figure #14 - RO Pilot Normalized Permeate Flow



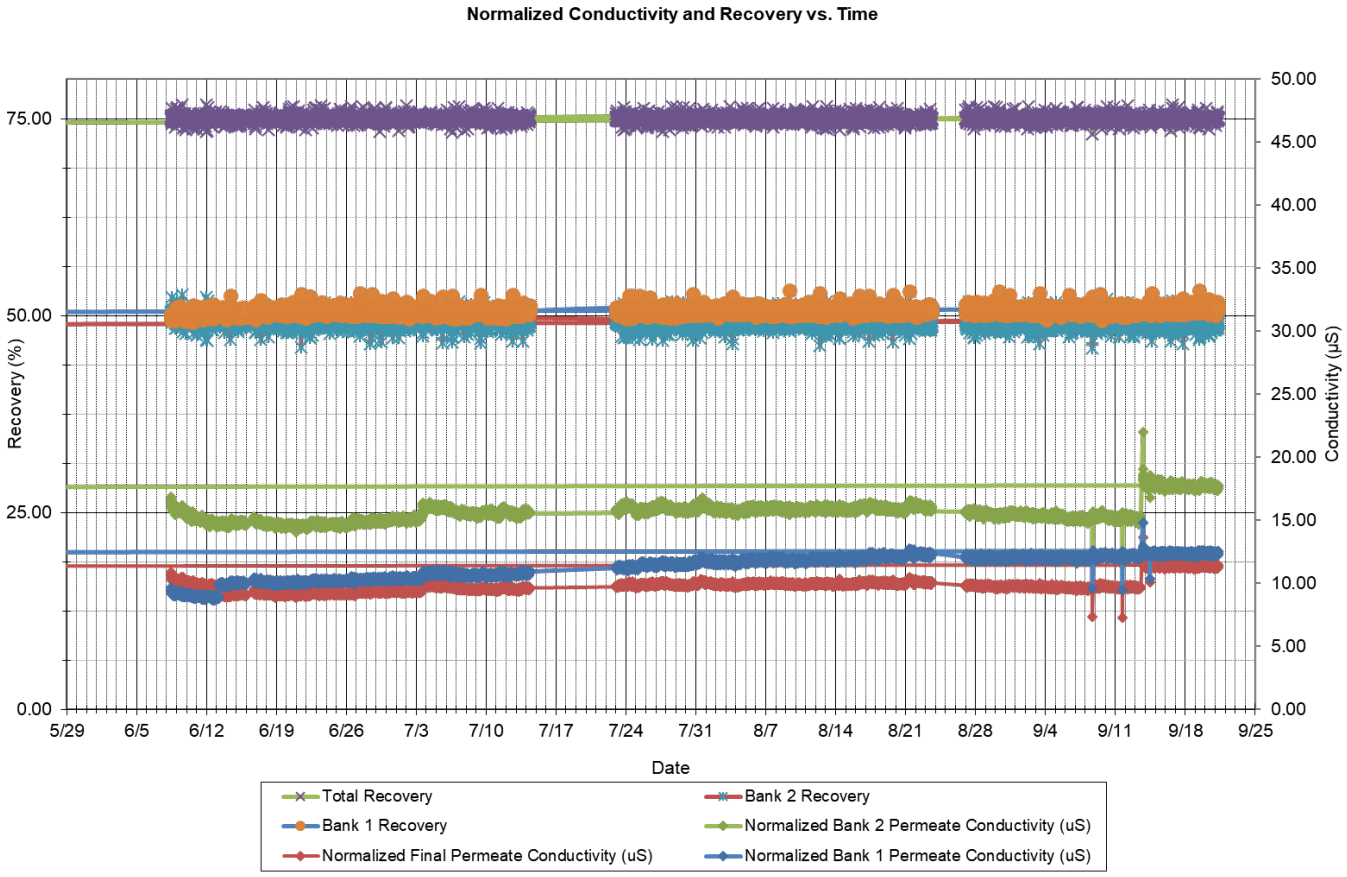
A rising normalized permeate flow was noted during the study. The factor mainly responsible for the normalization correction in this case is the gradual drop in transmembrane pressure noted in Figure 10.

Figure #15 - RO Pilot Permeate Conductivity



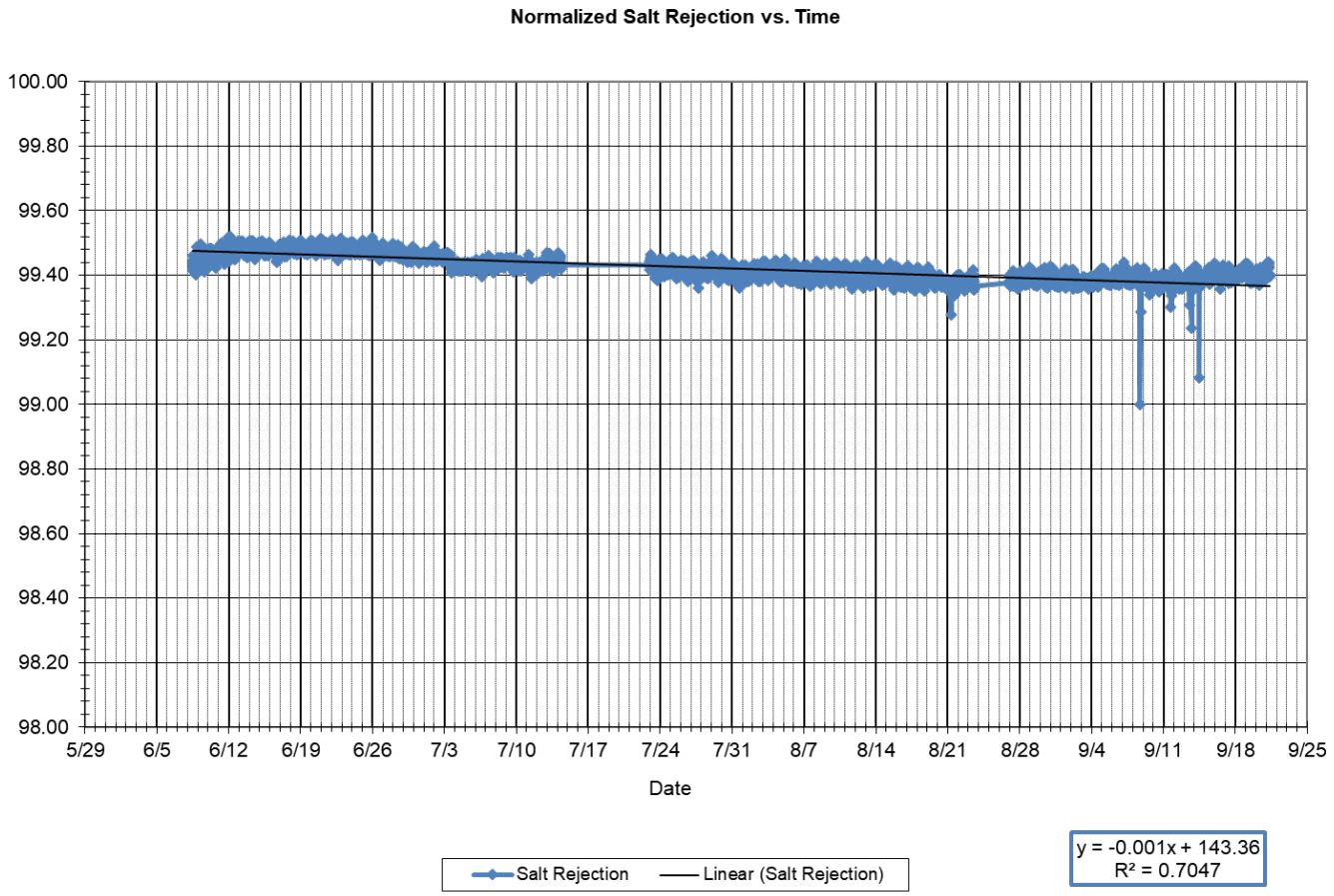
Note the CIP procedure which took place on September 13th. Conductivity values during the duration of the study remained very low. The final conductivity remained under 15 µS/cm² the entire duration of the study.

Figure #16 - RO Normalized Recovery



Recovery rates were held flat throughout the study. Changes in RO recovery rates, had they occurred, would appear in this chart.

Figure #17 – RO Pilot Normalized Salt Rejection

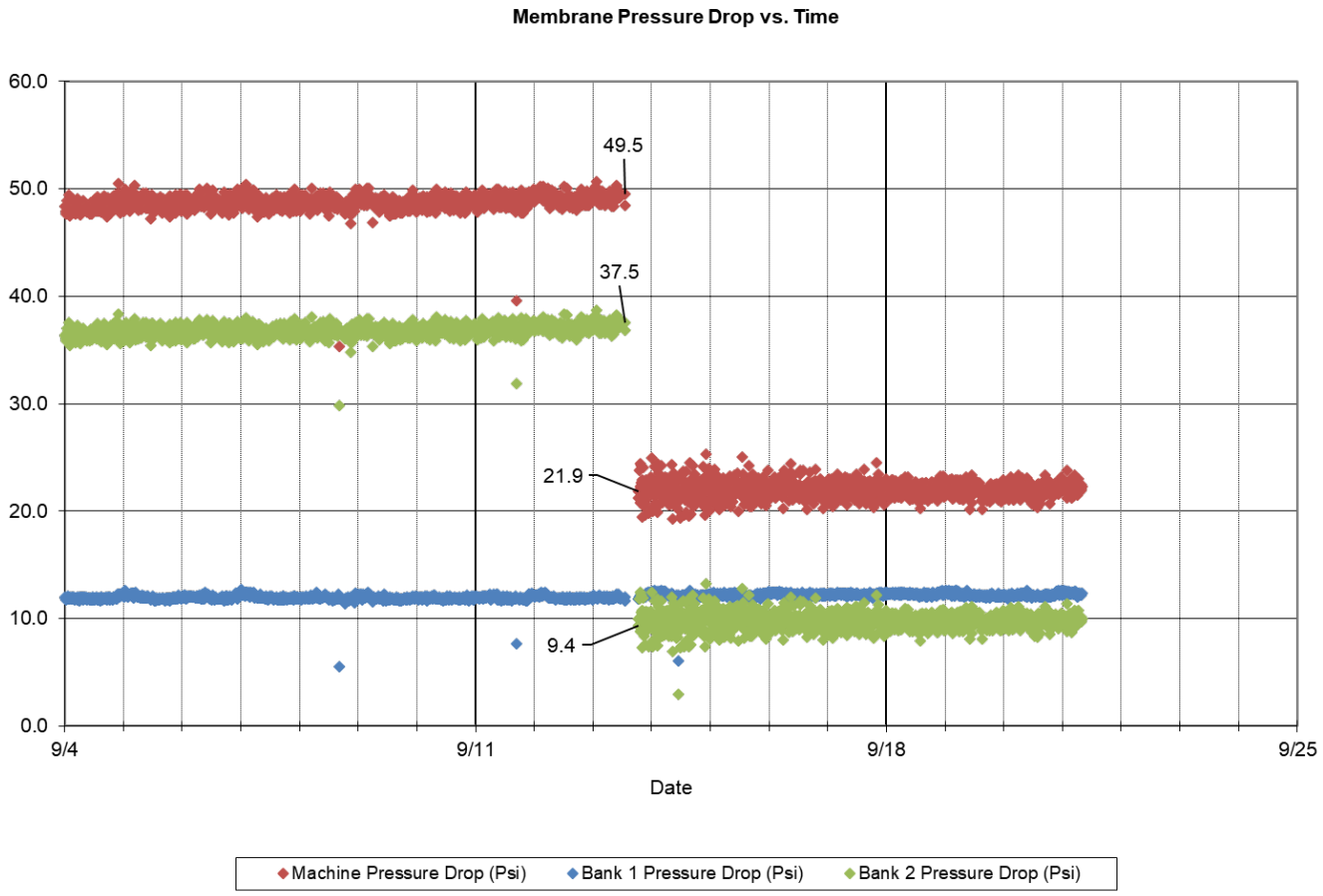


The RO exhibited excellent rejection during the duration of this study. A slight downward trend is observed above, but the total variance is under 0.25%.

.

CIP Performance

Figure #18 – CIP Performance



Membrane Pressure Drop, particularly in the second bank, was the primary indicator of fouling at the conclusion of the 90-day study. Below are the before/after values following the CIP procedure.

CIP procedures are estimated to be needed quarterly to bi-annually, however this frequency could be reduced following further optimization of the full-scale treatment plant.

Low-pH system flushes performed at set intervals could also serve extend the time between CIP procedures by mitigating the Calcium Carbonate scaling observed during the study. These flushes could be performed in addition to a regular CIP regimen.

Below is a graphic depicting the serial numbers of the RO elements as they were located within the pilot system array.

Please see Appendix B – Membrane Autopsy Report for complete information on the RO membrane autopsy.

The tail end element was chosen to evaluate scaling due to inorganic salt precipitation as well as any potential damage due to chlorine exposure.

The autopsy revealed that the majority of the membrane surface was largely free of fouling solids.

The most significant findings of the autopsy were the presence of an area of high dye uptake on a particular section of the membrane surface, indicative of physical damage due to abrasion. In certain cases when an air pocket develops over time in the top pressure vessel, this type of damage can occur. During normal run time and when the system is offline, small volumes of air can accumulate on the highest point, final element position of the RO array in an end-port pressure vessel configuration. When the system is pressurized again, the air pocket eventually collapses as the array pressure rises. This collapse can cause and the type of damage observed in the element that was subjected to autopsy, as the element in question is at the highest point of the array in the final element position.

The membrane autopsy also noted that Calcium Carbonate was the primary foulant observed.

Fujiwara testing, a primary indicator of halogen presence in the composite polyamide membrane structures, were negative. The presence of halogens in the membrane structure indicate damage due to strong oxidizers (i.e. Free Chlorine) present in the feed stream, which can increase salt passage over exposure time and exposure concentration (ppm-hours).

VAN METER MEMBRANE SERIAL NUMBERS			Item #	TMG10D		
			WO#	W26191		
		Autopsy Replacement=		2170421785		
6	2170421832	2170421821		2170421756	→	TAIL END
5	2170421834	2170421760		2170421824	←	
4	2170421872	2170421866		2170421918	→	
3	2170420710	2170421913		2170421787	→	
2	2170421789	2170420709		2170421825	←	
1	2170421780	2170420841		2170421831	←	FEED END

Conclusions & Recommendations

Throughout the study, the system operated at the following operating point for a minimum of 90 days:

	Run Time	Flux	Recovery	1st Stage Permeate Backpressure
Phase 1	90 Days	14 GFD	75%	≈7 PSI

Please refer to Appendix G – Consolidated Water Quality Analysis Data (Laboratory Data) for data relating to water quality.

Following extensive testing and analysis, it is concluded that the study provided data to support the recommendation of operating the pressure filter system with a service loading rate of 2.88 GPM/ft² with an approximate backwash frequency of every 7-10 days at a backwash rate of 12 GPM/ft². The data also supported operating the Reverse Osmosis system at 75% recovery and at flux of 14 GFD to meet the established water quality goals. CIP procedures are estimated to be needed quarterly, however this could be further optimized following optimization of the full-scale treatment plant.

In review, the findings of this pilot study were as follows:

Objective	Result
Quantify the effectiveness of the Greensand Plus Pressure Filters as RO pre-treatment	Very effective; cartridge filter run times were very long
Confirm a membrane element and demonstrate its performance	Toray TMG10D
Quantify removal of targeted contaminants including chlorides, hardness, total dissolved solids	Confirmed, See Figure #6 for complete summary
Determine Design Recovery	75%
Determine Design Flux Rate	14 GFD
Select RO feed chemicals	(see below)
Antiscalant, Dose	Vitec 4000, 3.16 mg/L
Free Chlorine Destruction, Dose	Sodium Bisulfite, 9.5 mg/L Max.
Determine projected clean-in-place (CIP) frequency	Quarterly

Should you have any further questions or comments, please do not hesitate to contact me.

Respectfully,

Steven M Notch

Wigen Water Technologies
302 Lake Hazeltine Drive
Chaska, MN 55318 USA

P: 800.240.3330 **F**: 952.448.4886
WIGEN.COM

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APPENDIX E

Schedule

City of Van Meter
Water Treatment Plant

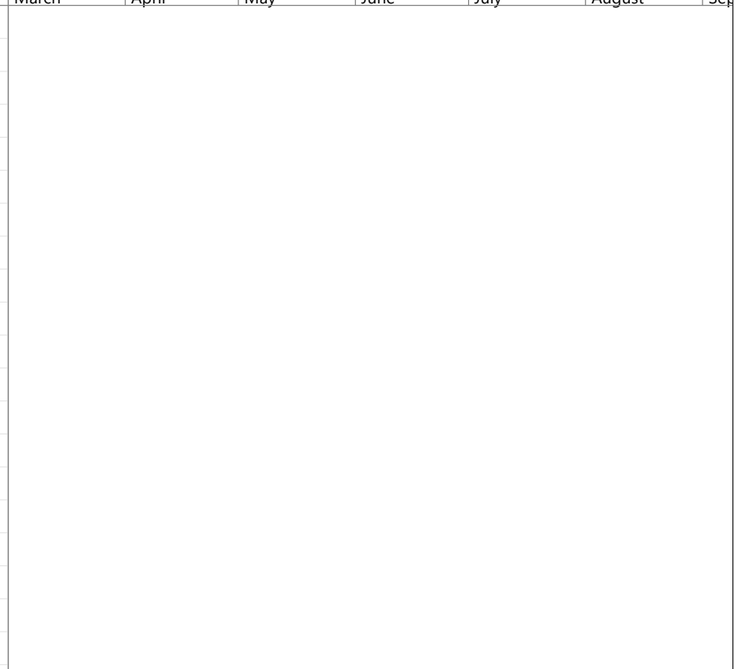
ID	Task	Task Name	Duration	Start	Finish	Predecessors
0		**Van Meter Water Works Treatment Plant**	**1376 days**	**Mon 8/14/23**	**Mon 11/20/28**	
1		**Planning and Schematic Concept Development**	**693 days**	**Mon 8/14/23**	**Wed 4/8/26**	
2		**Develop Concept Plan**	**601 days**	**Mon 8/14/23**	**Mon 12/1/25**	
3		V&K Design Agreement	1 day	Mon 8/14/23	Mon 8/14/23	
4		Kick off Meeting with City	1 day	Mon 3/3/25	Mon 3/3/25	
5		Data Gathering - Van Meter	30 days	Tue 3/4/25	Mon 4/14/25	4
6		Update Preliminary Engineering Report	80 days	Tue 4/15/25	Mon 8/4/25	5
7		Draft Concept Options, Schedule and Budget Estimate	20 days	Tue 8/5/25	Mon 9/1/25	6
8		Finalize Draft PER and budgets	30 days	Tue 9/2/25	Mon 10/13/25	7
9		Meet with City Staff to Review project	3 days	Tue 10/14/25	Thu 10/16/25	8
10		Finalize PER and submit to IDNR	10 days	Fri 10/17/25	Thu 10/30/25	9
11		Meet with Financial Advisor on Project	2 days	Fri 10/31/25	Mon 11/3/25	10
12		Develop and Submit SRF IUP Application	15 days	Tue 11/4/25	Mon 11/24/25	11
13		Presentation to City Council and Approval of SRF IUP App	5 days	Tue 11/25/25	Mon 12/1/25	12
14		**Schematic Design (35%)**	**92 days**	**Tue 12/2/25**	**Wed 4/8/26**	
15		Develop 35% Schematic Design Drawings	70 days	Tue 12/2/25	Mon 3/9/26	13
16		Update Schedule and Budget Estimate	10 days	Tue 3/10/26	Mon 3/23/26	15
17		Submit Schematic Design to City for Review and Comment	10 days	Tue 3/24/26	Mon 4/6/26	16
18		Meet with City to Review 35% Documents	1 day	Tue 4/7/26	Tue 4/7/26	17
19		City approval to proceed with 65% Design Development Documents	1 day	Wed 4/8/26	Wed 4/8/26	18
20		**Easement & Property Acquisition**	**180 days**	**Thu 4/9/26**	**Wed 12/16/26**	
21		**Easements**	**180 days**	**Thu 4/9/26**	**Wed 12/16/26**	
22		Obtain property owner information	30 days	Thu 4/9/26	Wed 5/20/26	19
23		Develop plan for easement and property acquisition	30 days	Thu 5/21/26	Wed 7/1/26	22
24		Easement and Property Acquisition	6 mons	Thu 7/2/26	Wed 12/16/26	23
25		**Design Phase**	**203 days**	**Thu 4/9/26**	**Mon 1/18/27**	
26		**Design Development (65%)**	**97 days**	**Thu 4/9/26**	**Fri 8/21/26**	
27		Develop 65% Schematic Design Drawings & Specifications	80 days	Thu 4/9/26	Wed 7/29/26	19
28		SHPO Research & Resolution of Issues	30 days	Thu 4/9/26	Wed 5/20/26	19
29		US Army Corps of Engineer Permit Research	30 days	Thu 4/9/26	Wed 5/20/26	19
30		Update Schedule and Budget Estimate	5 days	Thu 7/30/26	Wed 8/5/26	27
31		Submit Design Development Drawings to City for Review and Comment	10 days	Thu 8/6/26	Wed 8/19/26	30
32		Meet with City to Review 65% Documents	1 day	Thu 8/20/26	Thu 8/20/26	31
33		City approval to proceed with 95% Construction Documents	1 day	Fri 8/21/26	Fri 8/21/26	32,28,29
34		**Construction Documents (95%)**	**100 days**	**Mon 8/24/26**	**Fri 1/8/27**	
35		Develop 95% Construction Documents	70 days	Mon 8/24/26	Fri 11/27/26	33
36		IDNR Construction Permit	14 days	Mon 11/30/26	Thu 12/17/26	35

Project: Phase 8 Blake's Branch
Date: Mon 11/3/25

Task
Split
Milestone
Summary
Project Summary
Inactive Task
Inactive Milestone
Inactive Summary
Manual Task
Duration-only
Manual Summary Rollup
Manual Summary
Start-only
Finish-only
External Tasks
External Milestone
Deadline
Progress
Manual Progress

City of Van Meter
Water Treatment Plant

ID	Task	Task Name	Duration	Start	Finish	Predecessors
37		If needed, SHPO & US Army Corps Permits	30 days	Mon 11/30/26	Fri 1/8/27	35
38		Update Schedule and Budget Estimate	5 days	Mon 11/30/26	Fri 12/4/26	35
39		Submit Construction Documents to City for Review and Comment	7 days	Mon 12/7/26	Tue 12/15/26	38
40		Meet with City to Review 95% Documents	1 day	Wed 12/16/26	Wed 12/16/26	39
41		City approval to proceed with Final Construction Documents	1 day	Thu 12/17/26	Thu 12/17/26	40
42		**Final Construction Documents and Specifications**	**22 days**	**Fri 12/18/26**	**Mon 1/18/27**	
43		Develop 100% Documents	15 days	Fri 12/18/26	Thu 1/7/27	41
44		Receive All IDNR, USACOE Permits	1 day	Mon 1/11/27	Mon 1/11/27	43,36,37
45		Submit Documents for City Council Approval	1 day	Tue 1/12/27	Tue 1/12/27	44,24
46		City Council Approval for Bid Letting	4 days	Wed 1/13/27	Mon 1/18/27	45
47		**Bid Letting**	**41 days**	**Tue 1/19/27**	**Tue 3/16/27**	
48		**Project Bidding**	**41 days**	**Tue 1/19/27**	**Tue 3/16/27**	
49		Send plans to Plans Rooms	1 day	Tue 1/19/27	Tue 1/19/27	46
50		Bid Letting	20 days	Wed 1/20/27	Tue 2/16/27	49
51		IDNR SRF Loan Approval	10 days	Wed 2/17/27	Tue 3/2/27	50
52		City Council Contract Award	10 days	Wed 3/3/27	Tue 3/16/27	51
53		**Construction**	**400 days**	**Wed 3/17/27**	**Tue 9/26/28**	**52**
54		**Water Treatment Plant Construction**	**400 days**	**Wed 3/17/27**	**Tue 9/26/28**	
56		Notice to Proceed issued to Contractor	1 day	Wed 3/17/27	Wed 3/17/27	
57		Shop Drawings and Product Information Submittals	30 days	Thu 3/18/27	Wed 4/28/27	56
58		Procure Long Lead Mechanical and Electrical Equipment	6 mons	Thu 4/29/27	Wed 10/13/27	57
59		Mobilization	2 days	Thu 3/18/27	Fri 3/19/27	56
60		Site Grading	10 days	Mon 3/22/27	Fri 4/2/27	59
61		Foundation and concrete structures	5 mons	Mon 4/5/27	Fri 8/20/27	60
62		Building Envelope	4 mons	Mon 8/23/27	Fri 12/10/27	61
63		Interior Mechanical and Electrical	4 mons	Mon 12/13/27	Fri 3/31/28	62
64		Interior Building Trim out	2 mons	Mon 4/3/28	Fri 5/26/28	63
65		Mechanical and Electrical Trim Out	2 mons	Mon 4/3/28	Fri 5/26/28	63
66		Site work	2 mons	Mon 5/1/28	Fri 6/23/28	65FS-1 mon
67		Start Up	8 wks	Mon 6/26/28	Fri 8/18/28	66
68		**Project Closeout**	**66 days**	**Mon 8/21/28**	**Mon 11/20/28**	
69		Training and Testing	2 mons	Mon 8/21/28	Fri 10/13/28	67
70		Punch List Correction	20 days	Mon 10/16/28	Fri 11/10/28	69
71		Final Completion Inspection	5 days	Mon 11/13/28	Fri 11/17/28	70
72		Project Complete	1 day	Mon 11/20/28	Mon 11/20/28	71



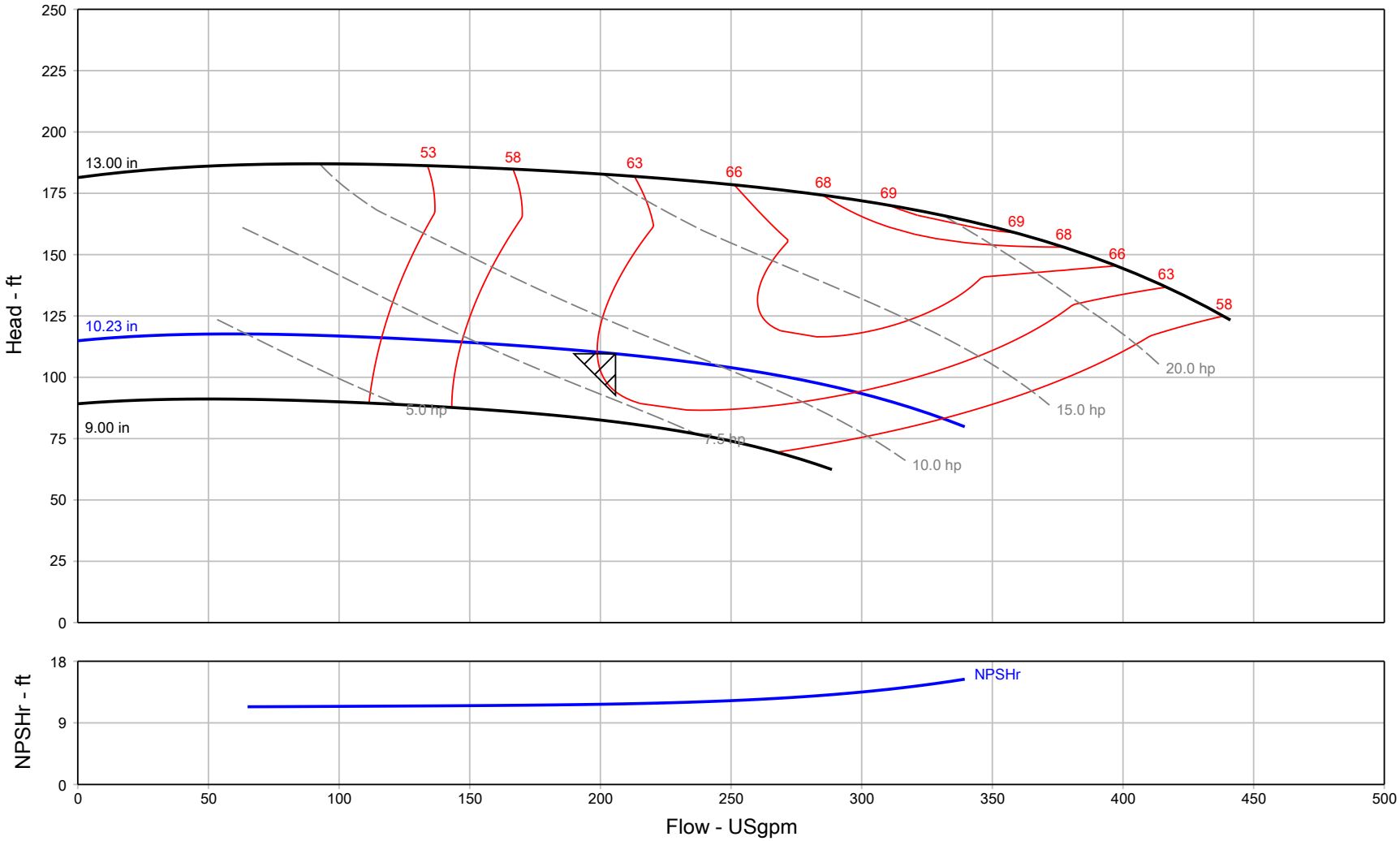
Project: Phase 8 Blake's Branch
Date: Mon 11/3/25

Task
Split
Milestone
Summary
Project Summary
Inactive Task
Inactive Milestone
Inactive Summary
Manual Task
Duration-only
Manual Summary Rollup
Manual Summary
Start-only
Finish-only
External Tasks
External Milestone
Deadline
Progress
Manual Progress

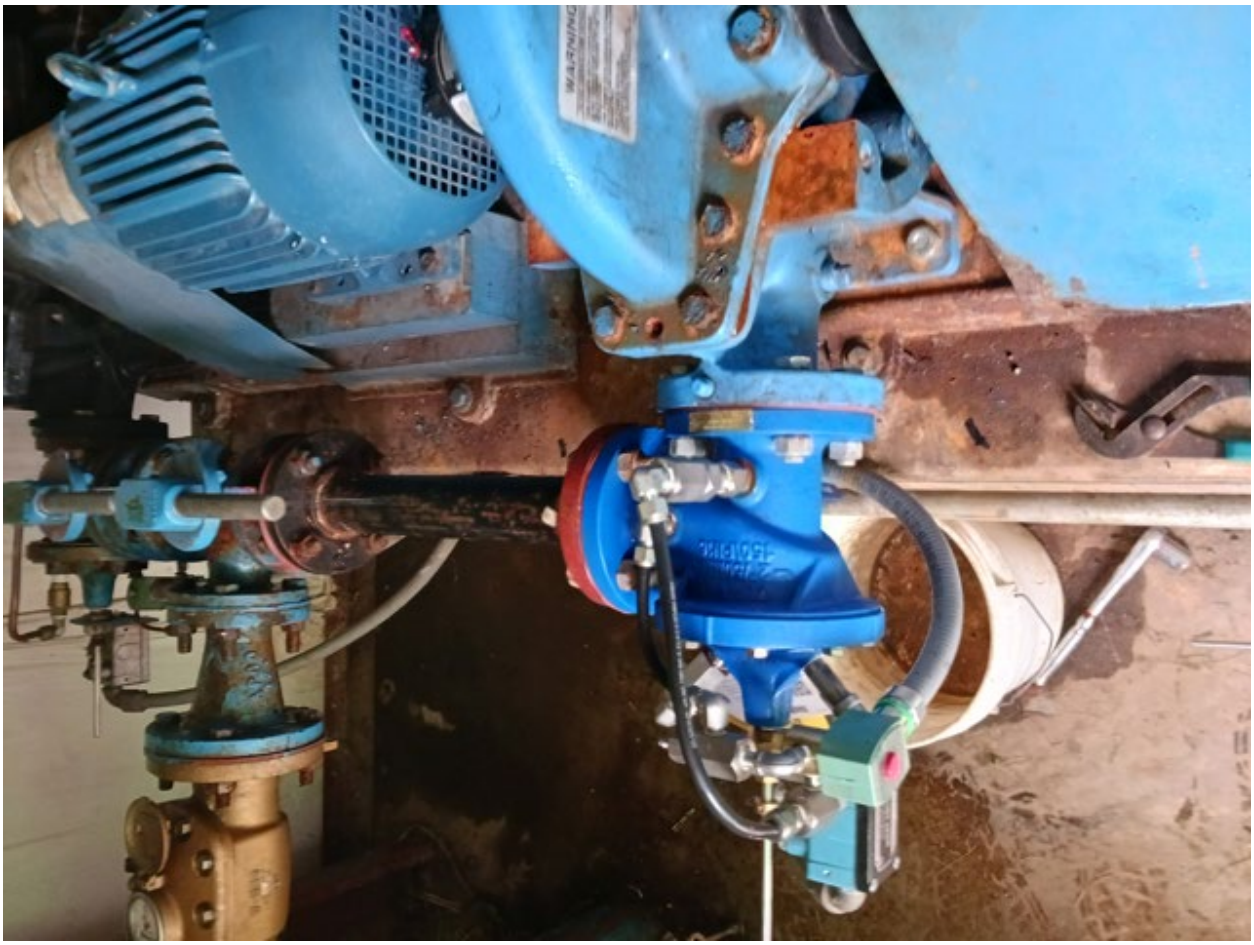
APPENDIX F

Booster Station No.1 Pump Curve, Photos

Pump Performance Curve



Project name	: Default	Tag Number	: 001	Flow, rated	: 205.8 USgpm
Consulting engineer	:	Service	:	Differential head / pressure, rated	: 109.6 ft
Customer	:	Model	: 2013-5/6 KP	Rated power (based on duty point)	: 8.98 hp
Customer ref. / PO	:	Quantity	: 1	Max power (non-overloading)	: 12.20 hp
Quote Number / ID	: 536855		: HUTCHESON ENGINEERING INC	Efficiency	: 63.43 %
Date last saved	: 09/25/2025 9:51 AM			Impeller diameter, rated	: 10.23 in
Based on curve number	: ID13749-3-SS Rev 0	Quoted By (Sales Engineer)	: Steve Mescher		
		Stages	: 1		
		Speed, rated	: 1760 rpm		



Agenda Item #11

Resolution #2025 – 123 Sale of 1999 Toyne Pumper Truck

Submitted for: **ACTION**

Recommendation: **APPROVAL –** per our Disposal of Property Policy, the Council must approve the sale of real property.

Summary:

Fire Chief Schmitt has requested permission to sell the 1999 Toyne pumper truck, which has been replaced by a new pumper/tanker and is no longer needed. Please see the included request.

Sample Language: ***Motion to approve Resolution #2025 – 123 – Sale of 1999 Toyne Pumper Truck.***

City Councilmember: _____***So moved.***

City Councilmember: _____***Second.***

Mayor: ***Roll Call Please.***

City Clerk: **Akers _____Brott _____Grolmus_____ Pelz_____Westfall_____**

505 Grant Street
P.O. Box 160
Van Meter, Iowa 50261
Phone: 515-996-9253
Fax: 515-996-2207

Mark Schmitt, Fire Chief
Cell: 515-250-3561
mschmitt@vanmeteria.gov
www.cityofvanmeter.com

October 23, 2025

I would like to get council permission to sell the 1999 Toyne pumper, this has been replaced with the new pumper/tanker and is no longer needed.

Estimated value is approximately $30,000.00, I propose that we sell this vehicle using the auction site of govdeals.com, the reserve or minimum bid will be set at $30,000.00, we may get more than that for the truck during the auction which at that time we will accept any offer/bid over the reserve price.

If unable to sell at the reserve or minimum bid, we will place back on the website at a lower price, most likely at a reserve price of $25k.

If approved at the Nov 10th council meeting the truck will be placed on the auction the following week with a 10-day auction window, with an anticipated timeframe of 15-20 days for the truck to be paid for and removed from Van Meter.

Mark Schmitt

Mark Schmitt
Fire Chief

Agenda Item #12

Discussion and Possible Action: Cash Rent Proposal for City-Owned Land on Richland Road

Submitted for: Discussion and Consideration
City Staff: Julia Rhoades contacted Liz Faust to inquire about cash renting 4 acres of city-owned land (Parcel 1527300027) located on Richland Road, adjacent to land she currently farms. Julia offered a rate of $225 per acre, with full payment due by March 1, 2026, which she noted is a typical cash rent payment date.

Recommendation:

Consider approval of the cash rent proposal or provide direction to staff regarding next steps.

Sample Language:

Motion to approve Resolution 2025-124 Cash Rent Proposal for Parcel 1527300027.

City Councilmember: _____ So moved.
City Councilmember: _____ Second.

Mayor: Roll Call Please.

City Clerk: Akers ____ Brott ____ Grolmus ____ Pelz ____ Westfall ____

Resolution #2025-124

A RESOLUTION APPROVING A CASH RENT PROPOSAL FOR PARCEL 1527300027

WHEREAS, the City of Van Meter owns approximately 4 acres of land located on Richland Road at Parcel 1527300027; and

WHEREAS, Julia Rhoades has proposed to cash rent the 4 acres at a rate of $225 per acre, with full payment due by March 1, 2026; and

WHEREAS, the City Council finds the proposal to be reasonable and in the best interest of the City;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Van Meter, Iowa, that the cash rent proposal from Julia Rhoades is hereby approved.

Passed and approved this 10th day of November, 2025.

_____

Mayor

ATTEST:

_____

City Clerk

Outlook

Fw: Cash Renting Farm Ground

From Elizabeth (Liz) Faust <lfaust@vanmeteria.gov>
Date Mon 11/3/25 11:17 AM
To Larain Climer <lclimer@vanmeteria.gov>

From: Julia Rhoades <julia.a.rhoades@gmail.com>
Sent: Monday, October 27, 2025 4:59 PM
To: Elizabeth (Liz) Faust <lfaust@vanmeteria.gov>
Subject: Re: Cash Renting Farm Ground

Thank you I appreciate it!

On Mon, Oct 27, 2025 at 4:58 PM Elizabeth (Liz) Faust <lfaust@vanmeteria.gov> wrote:

> If that is standard, then I will use your suggested rate and the date due when I send it to the City attorney.
>
> I will be in touch.
>
> Thanks
> Liz

From: Julia Rhoades <julia.a.rhoades@gmail.com>
Sent: Monday, October 27, 2025 9:04 AM
To: Elizabeth (Liz) Faust <lfaust@vanmeteria.gov>
Subject: Re: Cash Renting Farm Ground

I will offer $225/acre for the 4 acres paying 100% due March 1st of 2026. Or if you guys have any other option of when you want it due but that's usually when cash rent is paid.

Thank you!

On Mon, Oct 27, 2025 at 8:46 AM Elizabeth (Liz) Faust <lfaust@vanmeteria.gov> wrote:

> Hi Julia!
>
> We had an agreement with a farmer in the past, so I know that it is a possibility. I am happy to look into it further.
>
> I know nothing of the going rate for field rental. Do you mind sending a proposed price? I'd rather not have to hire an appraiser or get the city attorney involved until absolutely necessary.

Our next city council meeting is November 10. If we can get something worked out before then, it can be on the agenda for the council to approve.

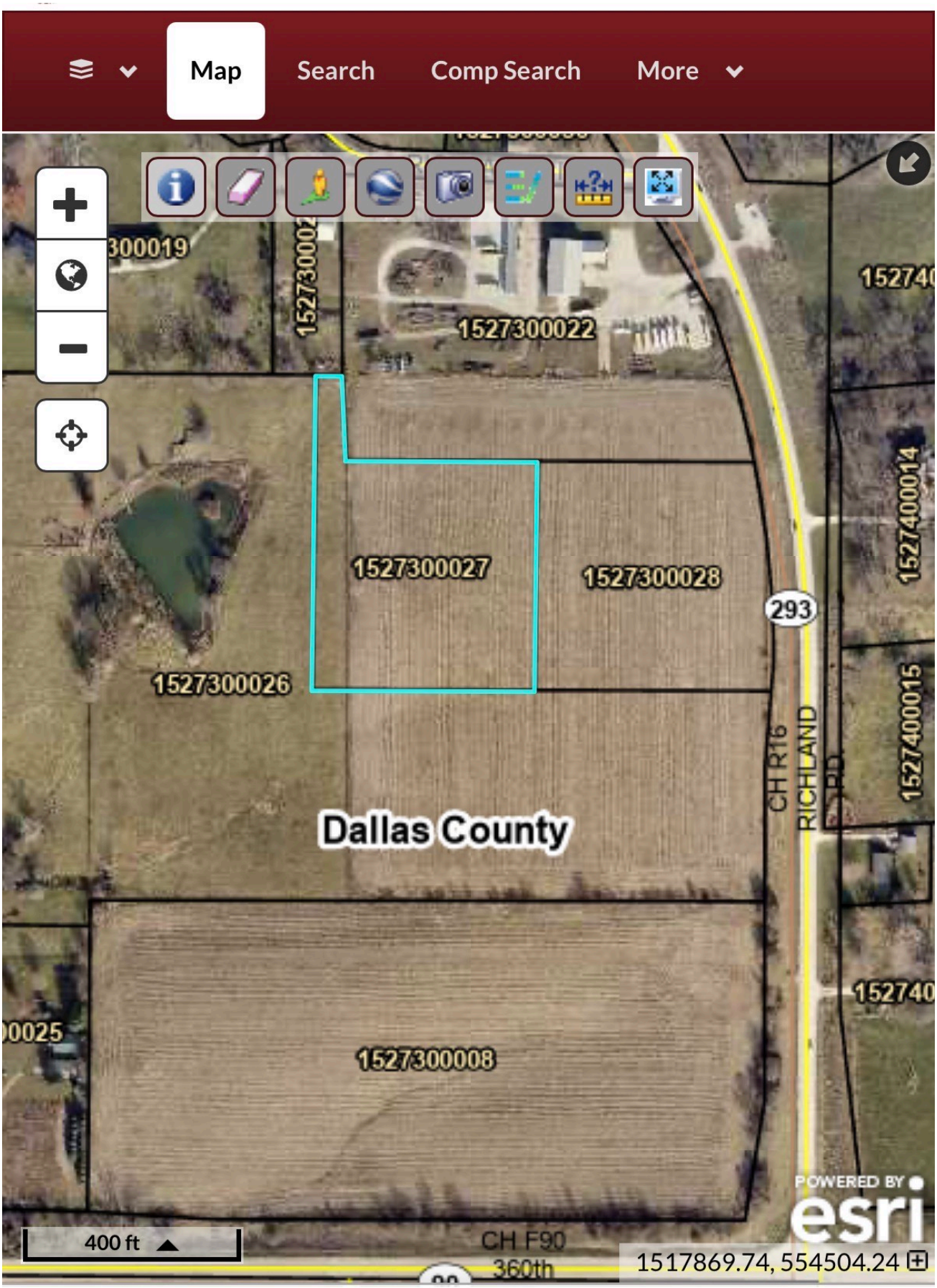
Thanks
Liz

From: Julia Rhoades <julia.a.rhoades@gmail.com>
Sent: Monday, October 27, 2025 8:40 AM
To: Elizabeth (Liz) Faust <lfaust@vanmeteria.gov>
Subject: Cash Renting Farm Ground

Liz,

I am reaching out to see if I would be able to cash rent the 4 acres that the city owns on Richland road just south of the school bus shop. I am renting my grandmas ground to the south and previously it has all been farmed together. Let me know what else you need from me or anything I may need to do. Thank you!

I have attached map of the ground I am inquiring about.



- Julia Rhoades
515-577-6295

Map | Search | Comp Search | More

1527300027
1527300028
1527300026
Dallas County
1527300008
CH R16
RICHLAND
293
CH F90
360th
400 ft
1517869.74, 554504.24
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Agenda Item #13

Discussion and Possible Action: Waiver of Special Event Fees – Holidays are Sweeter in Van Meter and approve Liquor License for Thirsty Pigs Mobile Food Truck

Submitted for: Discussion and Possible Action
City Staff: Van Meter Community Development has submitted a Special Event Permit Application for the "Holidays Are Sweeter in Van Meter" event scheduled for Saturday, December 6, 2025. The event includes multiple community activities such as a holiday market, fun run, tree lighting, and more. The application includes requests for street closures, tents, mobile food vendors, amplified sound, and other city services.

Per the City's Special Event Permit guidelines, fees for events hosted by the City of Van Meter, Van Meter Community School District, and Dallas County may be waived. However, VMCDC is not listed and only Council has the authority to waive fees. The standard fees associated with this event are being requested to be waived.

Standard fees are the $75.00 special event permit fee, $25.00 street closure fee, and $25.00 sound permit fee.

Thirsty Pigs has expressed their intent to participate in the "Holidays Are Sweeter in Van Meter" event on December 6, 2025. They plan to submit a Mobile Food Vendor Permit to the City and apply for a liquor license through the State of Iowa. Pending approval of both the permit and the liquor license, they are requesting conditional approval from the City Council to participate in the event, contingent upon meeting all necessary requirements.

Recommendation:

Consider approval of the waiver of standard special event fees for the Van Meter Community Development Committee event and approval of a liquor license contingent on Thirst Pigs meeting all necessary requirements.

Sample Language:

Motion to approve waiving the standard special event fees for the Van Meter Community Development's "Holidays Are Sweeter in Van Meter" event.
City Councilmember: _____ So moved.
City Councilmember: _____ Second.
Mayor: Roll Call Please.
City Clerk: Akers ____ Brott ____ Grolmus ____ Pelz ____ Westfall ____

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City of Van Meter
Special Event Permit
Guidelines & Requirements

As an individual or organization requesting the use of City of Van Meter public property or right-of-way in the conduct of a special event, you have basic responsibilities to fulfill in order to conduct your event with the approval of the City of Van Meter. However, receiving approval from the City of Van Meter does not preclude responsibility for any additional permits, approvals, or state and federal regulations. The City of Van Meter reserves the right to impose special guidelines and restrictions based on the nature of the proposed event and its attendant circumstances. A non-refundable application fee must accompany this application. (see fee schedule on the application form)

The following general guidelines and responsibilities apply to activities such as parades, timed events, athletic events, street fairs, outdoor concerts and/or rallies involving the use of public land.

1. Prior to receiving a permit, the applicant must comply with insurance provisions including providing a certificate of insurance name the City of Van Meter as an additional insured in the following amounts:
    a. Public Liability Insurance for any one person not less than $500,000
    b. Public Liability Insurance for any one accident not less than $1,000,000
    c. Each policy and certificate shall list the City of Van Meter as an additional insured
2. At the time of the application, an Indemnification and Hold Harmless Agreement (prepared by the City of Van Meter) holding the City of Van Meter and its Boards, Commissions, Officers and Employees harmless must be executed by the application or authorized representative.
3. The application must include a map of the specific area to be used or route of travel. The map must delineate the City property to be used (streets/sidewalks/trails/etc.), start and finish points and direction of flow, if applicable, as well as location(s) of outdoor toilet and liquor dispensing area(s), if any.
4. The applicant must comply with all federal, state, county and city laws, ordinances and regulations including all regulations adopted and established by the City of Van Meter.
5. The applicant must assume extra costs associated with public safety and sanitation at the level of service recommended by the City of Van Meter. This includes street closures (barricades), number of toilets/kybos, number of trash receptacles, and the number & hours of police officers.
6. If alcoholic beverages are to be sold or if an entrance or admission is charged for an event at which alcoholic beverages will be served, a Liquor Permit and Dram Shop Insurance will be required. This permit, which is NOT included in the application fee for the Special Event, requires consideration and approval by the City Council of the City of Van Meter and by the State of Iowa. Contact the Iowa Alcoholic Beverages Division at 515-281-7375 with questions concerning liquor permits.
7. If the event is held in a secured area, allowance must be made for access for fire emergencies including a minimum of two (2) exits. Events held on public streets must include an allowance for a continuous, through traffic lane for use by public safety personnel in an emergency.
8. The use of a tent more than two hundred (200) square feet (enclosed) or canopy style (open on three (3) sides) of more than four hundred (400) square feet will require the Van Meter Fire & Rescue Department to review proof of fire retardancy from the manufacturer or supplier as well as the proposed location and intended use of the tent.
9. The applicable trade permit will be required for construction, electrical, or plumbing work necessitated by the event. The cost of the permit, issued by the Code Compliance Officer, is NOT included in the application fee for the Special Event Permit.
10. If the event will utilize amplified sound, a sound permit will be required. The cost of the sound permit, issued by the City Clerk, is NOT included in the application fee for the Special Event Permit.

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11. If the event will utilize Mobile Food Vendors, a Mobile Food Permit will be required. The cost of the Mobile Food Permit, issued by the City Clerk is NOT included in the application fee for the Special Event Permit.
12. Type III barricades are always required, with lights added for after dark use. The barricades must be sufficient so as to completely close the street or roadway but yet be easily and quickly removeable solely for emergency vehicle access.
13. The following number of portable toilets/kybos is required in accordance with the estimated event attendance:

For events with alcohol:	1 toilet/kybo for every 150 people
For events without alcohol:	1 toilet/kybo for every 250 people

14. The applicant must utilize police officers if recommended by the Van Meter Police Department. When alcohol is available at the event, the Chief of Police requires the applicant to have police officers present. Contact the Van Meter Police Department at 515-218-6534 for details.
15. The applicant must propose a plan to address sanitation/garbage collection for the event and include the plan with the application.
16. A cash or check deposit in the amount of $100.00 paid to the City of Van Meter is required and will be refunded once the event area is fully cleaned up and all barricades, if used, are returned in satisfactory condition.
17. Applications must be submitted at least 30 days prior to the date of the event. If the application is received 14-30 days prior to the event, a non-refundable late fee of $15 will be added. If the application is received less than 14 days prior to the event, a non-refundable late fee of $30 will be added. Once all required documentation and signatures are received, only then will an application be considered for final approval. A representative is strongly recommended to be present at the City Council meeting when the application is being considered by the City Council of Van Meter. City Council meetings are held the first Monday of each month.
18. The City Clerk is authorized to grant or deny permission for most special events unless:
    a. Arterial streets are closed
    b. The event end time is 9:00pm or later on weekdays
    c. The event end time is 10:00pm or later on weekends
    d. A request for a partial or full fee waiver has been submitted

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City of Van Meter
Special Event Permit Application

*Please complete this form and submit to the City Clerk's Office of the City of Van Meter located at 310 Mill Street – PO BOX 160, Van Meter, IA 50261 at least **thirty (30)** days prior to the event.*

Event Name The Holidays Are Sweeter In Van Meter **Date(s) of Event** Sat Dec 6th 2025

Sponsor/Contact Name Van Meter Community Development

Address 300 wilson **City** Van meter **State** Iowa **Zip** 50261

Cell Phone (515) 360-5111 **Email Address** Hairsalontec@gmail.com

Type of Event (check all that apply):

Parade: _____
Athletic Event: _____
Walk/Run: Ugly Sweater Run
Fair/Festival: Sips and Snacks
Outdoor Concert: Merry and Bright Night
Other: _____

Time of Event:

Event Set-Up: Noon
Event Start: 1pm
Event End: 10
Event Cleanup: 11pm

Event Description:
Please attach additional pages if necessary.

Saturday, December 6th, Van Meter Community Development is excited to bring back many of your favorite holiday events — all in one day! This year's festivities will include a self-guided tour of locally owned businesses (with chauffeur option available), pop-up shops from businesses without a storefront, raffles, a Community Market, the beloved Ladies Auxiliary Cookie Walk, Kids Shopping Day, the Ugly Sweater Fun Run, the Christmas Tree Lighting, and more!

Please attach a map of the event layout that includes details including tent locations, kybos, sound/stage, street closures, barricades, etc.

Estimated Attendance: 150

Admission/Registration Fees: X **YES** _____ **NO** **Amount: $** 10

Will alcohol be served or sold? X **YES** _____ **NO**

A liquor permit and Dram Shop Insurance are required for the sale of alcohol to the public during any event where an admission fee is charged. City Council approval is required for sale or service of alcohol. Certified police officers are required by the Chief of Police, at the applicant's expense, for all events requiring an liquor/alcohol permit. Please contact the Chief of Police at 515-218-6534 to confirm the number of certified police officers needed for your event.

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City of Van Meter
Special Event Permit Application

Will you be using outdoor tents greater than 200 square feet? _x_ YES _____ NO

Will you be using an outdoor canopy greater than 400 square feet? _x_ YES _____ NO

Location of the tent or canopy must be coordinated with City staff. If using a tent, permission must be granted before tent stakes are drilled or pounded into parking lots or grounds. The applicant must pay for any repairs associated with the installation of the tent.

Will you be using inflatable rides or devices? _x_ YES _____ NO

Location of the inflatable(s) must be coordinated with City staff.

Will you need access to a water source? _____ YES _x_ NO

If yes, what will the water be used for? _____

*******Additional charges may apply*******

Will you be using live amplified sound? _x_ YES _____ NO

If yes, a sound permit is required as noted in City Ordinance Chapter 52. The Sound Permit Form is included in this packet. Please complete and return with the applicable fees.

Will Mobile Food Vendors be in attendance? _x_ YES _____ NO

If yes, a Transient Merchant permit is required as noted in City Ordinance Chapter 122. The Transient Merchant permit form is included in this packet. Please complete and return with the applicable fees.

Will you need access to electricity? _x_ YES _____ NO

If yes, please explain. Electricity is limited. Please be specific regarding equipment used and amperage needed. On-site power may be insufficient to meet all electrical needs.

_____

_____

Will your event have fireworks or pyrotechnics? _____ YES _x_ NO

If yes, explain the location and type of fireworks/pyrotechnics: _____

_____

List competent Operator's name, phone, and email: _____

_____

Will you need temporary street closures? _x_ YES _____ NO

****Additional fee of $25.00 will apply****

If yes, please list the requested closures (ie: Mill and Elm Street)

_____

Wilson to Grant Grant to West Street from noon 12/5/25 to noon on 12/7/25

Notification of Businesses and/or Residents:

If the event requires street closures, all businesses and residents must be notified of street closures and directed to the City Clerk with any concerns and complaints. Please advise how you plan to notify (door-to-door, mailer, flyer, etc.) If using a mailer or flyer, please attach a copy for review.

_____

Attached

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City of Van Meter
Special Event Permit Application

Sanitation: Number of portable toilets/kybos provided: Ky is at memorial park
Garbage collection plans: Volunteer pick up end of event

Is there any special set-up that you will need the City to provide? _X_ **YES** _____ **NO**

If yes, please explain in detail. NOTE: Any volunteers/event staff along a race route or road will be required to wear high-visibility clothing on the outermost part of their clothing.

Street closures

SPECIAL EVENT PERMIT – FEE SCHEDULE

Non-Refundable Fees:

Special Event Permit Application Fee	**$75.00**
Street Closure Fee	**$25.00**
Late Fee (app received 14-30 days prior to event)	**$15.00**
Late Fee (app received less than 14 days prior to event)	**$30.00**

******Cash, Check or Credit/Debit Card******

Refundable Fees:

Refundable Deposit (separate payment)	**$100.00**

******Cash or Check only******

***** Fees for all City of Van Meter, Van Meter Community School District and Dallas County event will be waived. However, the late fee charges will still apply.*****

Request for Fee Waiver: The below criteria must be met in order to be considered for a waiver of fees. Only City Council can approve a partial or full fee waiver. **NOTE:** Late fee charges will still apply.

Criteria:

- The event is sponsored by a non-profit agency or organization.
- Proceeds from the event will benefit a local charity, non-profit organization, fundraisers/benefits for local residents/families or civic organizations.

To request a fee waiver, a written request must be received requesting a partial or full wavier of fees, the reason for requesting a fee waiver, and noting which local charity or organization will be receiving the proceeds.

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City of Van Meter
Special Event Permit Application

I hereby certify that the above statements are true and correct, to the best of my knowledge, and that false statements may be grounds for denial of this application. It is understood that the activities at all times during the event named on this application shall comply with all applicable ordinances and regulations of the City of Van Meter. It is further understood that the individual and/or the organization/association will be responsible for any and all damages as a result of this event.

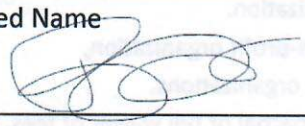
In accordance with the executed Indemnification and Hold Harmless Agreement, the applicant hereby waives any and all claims in which the applicant may have as a result of the event named on this application against the City of Van Meter, Iowa, its officers, agents, employees, or council members. It is further understood that a certificate of public liability insurance will be required before conducting the event named on this application.

I have been advised of the requirements for conduct of a special event in the City of Van Meter and I, or the association/organization I represent, have met or will meet all requirements established by the City of Van Meter. Further, I understand that if all requirements are not met, the Special Event Permit can be cancelled by the City of Van Meter at any time including the start of or during the event. If this event is sponsored by an association/organization, I hereby certify that I have the legal authority to represent the applicant and/or participants and I have read the requirements for issuance of the Special Event Permit and the Hold Harmless Agreement, understand their provisions, and freely & voluntarily sign this Special Event Permit Application.

It is further understood that the City of Van Meter's City Clerk has the authority to grant or deny permission for the event named on this application unless alcohol is being served or main streets are being barricaded.

Van Meter Community Development
Entity Name

Rona Jacobs
Printed Name


Signature

10-19-2025
Date

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City of Van Meter
Special Event Permit Application
Hold Harmless Agreement

Whereas, the City of Van Meter, Iowa ("City") owns certain real property and public right-of-ways which are under direction and control of the City Council of the City of Van Meter, Iowa;

Whereas, (the "Organization") desires to use and occupy certain property containing the facilities and grounds located at 415 West Str ("Location");

Now, Therefore, in consideration of the mutual covenants contained herein, the City and the Organization agree as follows:

1. The City hereby grants to the Organization the right to use and occupy the Location identified above for a period of time commencing the 6th day of December, 2025 and ending on the 6th day of December, 2025 for the purpose of the event named in the Special Event Permit Application.
2. To the extent permitted by law, the Organization shall defend, indemnify, and hold harmless the City from any and all claims, lawsuits, demands, causes of action, liability, loss, damage and/or injury, of any kind whatsoever (including without limitation all claims for monetary loss, property damage, equitable relief, personal injury and/or wrongful death), whether brought by an individual or other entity, or imposed by court of law or by administrative action of any federal, state, or local governmental body or agency, arising out of, in any way whatsoever, any acts, omission, negligence, or willful misconduct on the part of the Organization, its officers, owners, personnel, employees, agents, contractors, invitees, or volunteers. This indemnification applies to and includes, without limitation, the payment of all penalties, fines, judgments, awards, decrees, attorney fees, and related costs or expenses, and any reimbursements to the City for all legal fees, expenses, and cost incurred by it.
3. If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this Agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited. The intent of the Parties is to provide as broad an indemnification as possible under Iowa law. If any aspect of this Agreement is deemed unenforceable, the court is empowered to modify this Agreement to give the broadest possible interpretation permitted under Iowa law.
4. This Agreement shall be governed exclusively by the laws of Iowa, without regard to conflict of law provisions.
5. Any lawsuit or legal proceedings arising out of or relating to this Agreement in any way whatsoever shall be exclusively brought and litigated in the Iowa District Court for Dallas County. Each Party expressly consents and submits to this exclusive jurisdiction and exclusive venue. Each Party expressly waives that right to challenge this jurisdiction and/or venue as improper or inconvenient. Each Party consents to the dismissal of any lawsuit that they bring in any other jurisdiction or venue.
6. Each party to this Agreement waives the right to trial by jury in any action, proceeding, or counterclaim brought by either of the parties to this Agreement concerning all matters arising out of this Agreement.

Words and phrases herein shall be construed as in the singular or plural number, and as masculine, feminine, or neutral gender, according to context.

Dated this 19 day of October, 2025

Van Meter Community Development Committee
Organization Name / Entity Name

City Clerk

Organization Representative Signature

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City of Van Meter
Special Event Permit Application
Contact Information

City of Van Meter Contacts			
Name	**Title**	**Email Address**	**Phone**
Liz Faust	City Administrator	lfaust@vanmeteria.gov	515-996-2644
Jess Drake	City Clerk	jdrake@vanmeteria.gov	515-996-2644
Mike Brown	Police Chief	mbrown@vanmeteria.gov	515-996-9253
Mark Schmitt	Fire Chief	mschmitt@vanmeteria.gov	515-996-9253
Drew McCombs	Public Works Director	dmccombs@vanmeteria.gov	515-240-0512
Joe Herman	Mayor	jerman@vanmeteria.gov	515-208-3949

Dallas County Contacts		
Department	**Email Address**	**Phone**
Dallas County Sheriff's Office		515-993-4567
Dallas County EMS		515-993-4506
Dallas County Road Department		515-993-4289
Dallas County Conservation		515-465-3577

FOR CITY USE ONLY: TO BE COMPLETED BY THE CITY CLERK

Complete Special Event Permit Application	**YES / NO**
Map of Event	**YES / NO**
Certificate of Insurance $500,000/$1,000,000 naming City as additional insured	**YES / NO**
Complete Indemnification/Hold Harmless Agreement	**YES / NO**
Refundable Deposit Received **(Cash or Check only)**	**YES / NO**
Total Non-Refundable Fees Due	$_____
PAID	**YES / NO**
APPROVED	**YES / NO**

City Clerk Signature: _____

Date: _____

CC: Applicant / City Administrator / Police Chief / Fire Chief / Public Works

Agenda Item #14

Staff Reports

a. *City Administration*
b. *Master Trails*
c. *Master Parks*
d. *Public Works*
e. *Fire*
f. *Police*
g. *Library*
h. *Parks & Recreation*
i. *City Attorney*
j. *City Engineer*

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Admin Report
October 2025

1. **Software Conversion – Caselle Implementation**
   City staff have been actively engaged in training and transitioning to the new Caselle software system, which is now live across several key modules: Utility Billing, Accounts Payable, Payroll, General Ledger, and Cash Receipting. Department Heads have received training in miViewpoint, enabling them to submit and code invoices, as well as review them prior to payment. They can also access their department budgets and monitor both expenses and revenues in real time.

   Training is still pending for miTime, Community Development, and Bank Reconciliation modules. The new online payment portal has officially launched, offering improved functionality and a more user-friendly experience. Residents have already begun registering and enrolling in autopay. Staff have proactively communicated these changes through Facebook, the City newsletter, and updates to the City website.
2. **Meetings and Collaboration**
   a) Municipal Building Planning: Staff participated in the second Community Task Force Meeting focused on future infrastructure needs. Following the meeting, updated conceptual plans were received and posted to the City website.
   b) Water Main Projects: Ongoing meetings have been held to monitor progress and ensure timely completion of Phase 1 of the Water Main Project.
   c) Infrastructure Coordination: Staff continue to collaborate with Veenstra & Kimm (V&K) and Public Works to assess infrastructure needs and determine the necessary steps to move forward effectively.
3. **Annual Financial Reports**
   Staff are in the process of completing the Annual Street Financial Report and the Tax Increment Financing (TIF) Report, both of which are due by December 1st. These reports will be presented to the City Council prior to submission, in accordance with state requirements.
4. **Community Engagement**
   City Administrator Liz Faust attended the Van Meter Fire Department's annual banquet on November 1st to show support and appreciation for the department's service to the community.
5. **Employee Benefits Review**
   City staff have received the annual health insurance benefits review package. While rates have increased, the City will no longer be covering premiums for a retired employee, which helps offset the overall cost increase.

VEENSTRA & KIMM INC.
6775 Vista Drive
West Des Moines, Iowa 50266

515.225.8000 // 800.241.8000
www.v-k.net

November, 2025

City of Van Meter
Monthly Report to City Council

Veenstra & Kimm, Inc. assisted the City of Van Meter on the following items for the month of October:

Right of Way Permit Application Reviews:

- No reviews this month

Subdivision Reviews:

- No reviews this month.

City of Van Meter Construction Projects:

- Arlington Avenue Street Improvements – Final payment and Acceptance of the Project to be on the November City Council meeting agenda.
- Water Main Improvements Phase 1 – Contractor has completed water main installation for the project. Contractor plan to complete PCC street patches, driveway and sidewalk repairs in the next week.
- Brookview Annexation – Plats and Surveys, Vacations and Easement prepared, signed and forwarded to the City Attorney
- Richland Road Cross culvert – Concrete patch did not reach strength for 28 day break. Contractor to replace the patch the weekend of November 14 and be open Sunday night November 18.
- Water Treatment Plant Improvements – V&K has sent the Engineering Report to Iowa DNR as the first step in the project. Next step is discussions for obtaining SRF construction loan for the project.
- Data Center Construction Projects
    - Projects on hold waiting for execution of Development Agreement.

Public Works Report

November 2025

1: Streetlights on Arlington have been installed.

2: Communal mailbox on Arlington has been installed.

3: A new company has bought Litepipes fiber optic and has started installation to the rest of the town per the original Litepipes plan.

4: The final connection from existing water mains to the new water main on the rehab project has been completed. All underground pipe work is completed. Concrete and seeding are the remaining work.

5: Completed major cleaning and decluttering of the shop area.

6: Winterized all park fountains.

7: Have been painting existing hydrants.

8: We have been inspecting winter plowing and deicing equipment.

9: I have a check valve out on a lift station pump. Waiting for a valve for installation.

10: Installed 40 mph speed limit signs on 340th Trail.

11: Have had a lot of locate tickets.

12: Finalized seeding and clean up at the cemetery from the retaining wall and grading this spring.

13. Shut the water off to 601 Main.

14: Filled out an application to run a gas service to the shop to get off propane.

15: Reached out to Lillie Heating to look at moving one of the furnaces from 601 Main to the shop.

16: Had Dennis Carter install a new fire hydrant near 218 Second St. The original hydrant was hit by a car. It was too old to find parts for.

17: Ordered 25 tons of road salt.

18: Raised 2 existing valves on Arlington.

19: We have been clearing and trimming trees at various locations through town.

20: Mowed the City access easement to the future park in Grand Ridge Estates.

21: In the process of installing 2 new no parking and 25 mph signs on Hazel by the creek.

22: Met with I-80 concrete to get a quote and design on sidewalk continuation for Arlington.

23: Met with V&K to discuss future planning of original booster station and design of a water treatment plant.

Van Meter Fire Department

Fire Chief Mark Schmitt

Monthly Report to Council

Oct 2025

Training

Hydrant connections and nurse pumping operations

Training on new pumper/tanker operations

Significant calls

No significant calls

Projects, Activities, & Special Events

October 23rd, myself and Asst Chief Feldman attended Dallas County Fire Chiefs meeting

Boards, Groups, and Associations

Continued meetings on the new building

For the good of the Department

After a 26 month wait, our new pumper/tanker arrived on Monday October 20th, this truck replaces 2 trucks, the 1999 tanker has already been sold and the 1999 pumper will be listed this month on an auction website and should be gone by end of November.

We are still upfitting the new pumper tanker with equipment, it is in service.

Monthly Call Report

Oct 2025	Total	Responded	No Response	Fire	EMS
DeSoto	21	20	1	8	13
Van Meter	21	19	2	11	10
Mutual Aid	0	0	0	0	
Total	42	39	3	19	23

The 3 no response calls were 1 EMS call to DeSoto and 2 EMS calls to Van Meter

In October we have surpassed the number of calls we had in all of 2024

VAN METER PUBLIC LIBRARY

Work reflected took place between October 13th to November 10th

- Week of October 13th—Gettin' Crafty @ the Library (Frankencorn)
- October 13th—Dept. Head Meeting (Van Meter City Hall); Meeting with Friends of Perry Library; City Council Meeting
- October 14th—Puzzle It Out Program @ Legion
- October 15th—Library Management Training; Library Board of Trustees Meeting
- October 16th—University Kids Outreach; PM StoryTime
- October 17th—Kids Care Outreach; Inspired Kids Outreach
- Week of October 20th—Gettin' Crafty @ the Library (Halloween Coloring)
- October 20th—Dept. Head Meeting (Van Meter City Hall)
- October 21st—AM StoryTime; STEM Hour with Ms. J
- October 22nd—Library Management Training
- October 23rd—Learning Circuit in Story City (State Library of Iowa)
- October 24th—Invision Meeting
- October 26th—Trunk or Treat @ VMUMC
- Week of October 27th—Gettin' Crafty @ the Library (Skeleton)
- October 27th—VM Friends of the Library Informational Meeting
- October 28th—Check It Out Webinar (State Library of Iowa); Michelle Murray Author Presentation; Books & Banter
- October 29th—Library Management Training
- October 30th—PM StoryTime with Charlotte Gunnufson; Crafternoon with Ms. J; Beggar's Night Trick or Treating
- October 31st—Spooky Stuffy Sleepover
- November 1st—AM Brew Coffee Trailer
- Week of November 3rd—Gettin' Crafty @ the Library (Turkey Card)
- November 3rd—Dept. Head Meeting (Van Meter City Hall); Friends of the Library Meeting
- November 4th—AM StoryTime; Crafternoon with Ms. J
- November 5th—Library Management Training
- November 6th—University Kids Outreach
- November 7th—Kids Care Outreach; Inspired Kids Outreach
- Week of November 10th—Gettin' Crafty @ the Library (Bear)
- November 10th—Dallas County Library Association Meeting; City Council

October was busy with programming, outreach, and continuing education. We are currently in the process of re-establishing our Friends of the Library Board. The FoL will be responsible for 2-3 fundraising events per year. Members will meet on a quarterly basis. Any and all members of the community are invited to join. Please reach out to Jonatha with any questions.

Our first Dallas County Silent Book Club Meeting will take place on November 11th at the Great White Buffalo Public House in Adel. The Silent Book Club movement started in 2010 and has spread throughout the United States and Worldwide. Members of the club meet at a public space (bar, restaurant, bookstore, etc.), socialize for a half hour, read silently for an hour, and then spend the last half hour wrapping up. There is no set book and is perfect for those who may not wish to socialize. We hope to have meetings throughout the Dallas County.

The holidays are fast approaching along with some fun programming for November and December!

As always, thank you to our mayor, city council, city staff, and community for supporting us!

FY26 At a Glance	Jul-25	Aug-25	Sep-25	Oct-25	FY26
Visitors	936	641	651	597	**2825**
Library checkouts	1671	1331	1258	1126	**5386**
E-books & e-audiobooks check-out	501	488	441	413	**1843**
Total Circulation	2172	1819	1699	1539	**7229**
Programs offered	16	0	14	16	**46**
Programming attendance	348	0	237	333	**918**
Total Programming	348	0	237	333	**918**
Library visit schools/daycare	0	0	3	5	**8**
Groups/students visit library	0	0	0	0	**0**
Other Outreach	0	0	0	0	**0**
Total Outreach Participants	0	0	59	117	**176**
Total Outreach Events	0	0	3	5	**8**
Computer usage	19	7	8	17	**51**
Wireless usage visits	45	50	45	50	**190**
Reference questions	70	83	78	67	**298**
ILL Borrow Completed	20	29	8	19	**76**
ILL Lender Completed	5	5	8	13	**31**
Website Visits	475	362	350	406	**1593**

FY25 At a Glance	Jul-24	Aug-24	Sep-24	Oct-24	FY25
Visitors	718	549	432	610	2309
Library checkouts	1524	1093	911	1065	4593
E-books & e-audiobooks check-out	446	343	410	452	1651
Total Circulation	1970	1436	1321	1517	6244
Programs offered	20	0	16	19	55
Programming attendance	282	0	204	360	846
Passive program participation	0	0	0	0	0
Total Programming	282	0	204	360	846
Library visit schools/daycare	0	0	3	3	6
Groups/students visit library	0	0	1	0	1
Other Outreach	0	0	0	0	0
Total Outreach Participants	0	0	63	49	112
Total Outreach Events	0	0	4	3	7
Computer usage	6	11	9	15	41
Wireless usage visits	42	98	69	120	329
Reference questions	91	77	60	72	300
ILL Borrow Completed	31	23	11	29	94
ILL Lender Completed	17	22	9	9	57
Website Visits	487	390	338	370	1585

Van Meter
tradition with a vision
Parks & Recreation

November 2025

Monthly Council Report

Sport	Registration # to Date
Youth Basketball	**69 (11/6/2025)**
Youth Football	**84**
Youth Flag Football	**84**
Youth Soccer – Spring	**402**
Youth Soccer – Fall	**351**
Little League – Boys	**196**
Rec Softball - Girls	**100**

- Basketball Registration is up and running and is set to close the 23rd
    - Currently sitting at 69 signups hoping to get to 130+ in reference to last year's numbers
- Bolten and Menk will be presenting at our 11/6/2025 Park Board meeting with an updated draft of the Masters Park Plan
- The final version of the Master Parks Plan should be completed in the near future with the hope of having it in front of council for the December Meeting
    - Once the Master Parks Plan is completed, I would like to begin working on a 5-year Capital Improvement Plan (CIP) to get that in front of council early 2026
- We have continued discussions on our 2026 Sponsorship program and are hoping to have it implemented early 2026 before spring sports begin
    - We have discussed creating a field maintenance fund using the potential sponsorship revenue
        - In addition, I am planning to Implement a $5 fee for Non-Van Meter residents to contribute to the yearly field maintenance fund
- I have begun conversation with Dash Sports out of Minnesota to potentially bring to Van Meter some youth sports camps this spring/summer. We are in the initial planning period but hope to have these finalized by mid January
    - We would to just have to provide the fields/facilities and we would receive 15-20% of the registration fees
    - Potential Camps (K-5): soccer, basketball, t-ball, volleyball, Tykes (football ages 2-6)

    - Our spring and fall seasons are pretty busy as it is but the summer months slow down quite a bit, and I think it would be good to have some potential camps/activities for the kids that are at home all summer
- I will be working with the Soccer Board along with the park board to come up with a plan for the spring 2026 soccer season in the coming weeks. The fields are in rough shape, and we will need to have a plan to rehabilitate the fields. It will require us to be creative if we truly want the fields to get better and still continue on with the spring season.

Agenda Item #15

Adjournment

Submitted for: **ACTION**

Recommendation: **APPROVAL**

Sample Language:

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

City Councilmember: _____ ***So moved.***

City Councilmember: _____ ***Second.***

Mayor: ***Roll Call Please.***

City Clerk: **Akers _____Brott _____Grolmus _____Pelz_____Westfall_____**

Mayor: ***This meeting is adjourned at _____pm. Thank you.***