

CITY OF WEST DES MOINES

COUNCIL AGENDA

date: February 8, 2016

time: 5:30 P.M.

MAYOR	STEVEN K. GAER	CITY MANAGER.....	TOM HADDEN
COUNCILMEMBER AT LARGE	RICK MESSERSCHMIDT	CITY ATTORNEY.....	RICHARD SCIESZINSKI
COUNCILMEMBER AT LARGE	JIM SANDAGER	CITY CLERK.....	RYAN JACOBSON
COUNCILMEMBER 1 ST WARD	KEVIN L. TREVILLYAN		
COUNCILMEMBER 2 ND WARD	JOHN MICKELSON		
COUNCILMEMBER 3 RD WARD.....	RUSS TRIMBLE		

- 1. Call to Order/Pledge of Allegiance/Roll Call/Approval of Agenda**
- 2. Citizen Forum** (Pursuant to City Council Procedural Rules citizen remarks are limited to five minutes under this agenda category - if additional time is desired the Mayor/Council may allow continuation as part of the Other Matters portion of the agenda)
- 3. Mayor/Council/Manager Report/Other Entities Update**
- 4. Consent Agenda**
 - a. Motion - Approval of Minutes of January 26, 2016 Meeting
 - b. Motion - Approval of Bill Lists
 - c. Motion - Approval of Liquor Licenses:
 1. Big City Burgers & Greens, LLC, d/b/a Catering DSM, 7700 Mills Civic Parkway - Class LC Liquor License with Sunday Sales, Outdoor Service, and Catering Privileges - Renewal
 2. Great Plain's Lodging VI, LLC, d/b/a Hilton Garden Inn West Des Moines, 205 South 64th Street - Class LB Liquor License with Sunday Sales, Outdoor Service, and Catering Privileges - Renewal
 3. Butterface, LLC d/b/a The Keg Stand, 3530 Westown Parkway - Class LC Liquor License Extension of Outdoor Service - February 28-29, 2016
 4. Muldoon Enterprises LIC d/b/a WineStyles, 5515 Mills Civic Parkway, Suite 120 - Class BW Permit with Carryout Wine, Sunday Sales, and Outdoor Service - Renewal
 - d. Motion - Approval of Cigarette Permits
 - e. Motion - Approval of Extended Sound Permit - Sully's Irish Pub St. Patrick's Day Celebration - March 17, 2016
 - f. Motion - Approval of Change Orders:
 1. 2015 Sump Pump Sewer Program, #1
 2. Greenway Erosion Repair, #1
 3. Alluvion Yellow Fiber Route, #2
 4. Community Center Interior Renovations, #3

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- g. Motion - Approval of Agreement for Professional Consulting Services - Woodland Hills Park Water Quality Management Services
- h. Motion - Approval of Grant Application to the West Des Moines Community Enrichment Foundation - Mayor's Bike Ride
- i. Resolution - Approval of Pay Plan for Seasonal/Temporary Employees
- j. Resolution - Establish Public Hearing - 2016-17 FY Operating and Capital Budget
- k. Resolution - Establish Public Hearings - Issuance of \$9,800,000 Essential Corporate Purpose and General Corporate Purpose General Obligation Bonds
- l. Resolution - Order Construction:
 - 1. 2016 City Parking Lot Repair Program
 - 2. 2015 Channel Repair Program
 - 3. SE Soteria Avenue - SE Pine Avenue to SE Willow Creek Drive
- m. Resolution - Accept Work - 2014 PCC Reconstruction Program
- n. Resolution - Approval and Acceptance of Purchase Agreements, Deeds and Easements:
 - 1. South Grand Prairie Parkway Improvement Project
 - 2. South 60th Street Improvement Project
- o. Resolution - Approval and Acceptance of Stormwater Management Facility Maintenance Covenant and Permanent Easement Agreement - Michael's Landing Plat 3

5. Old Business

6. Public Hearings (5:35 p.m.)

- a. Amendment to City Code - Title 4 (Health and Safety Regulations), Chapter 4 (Nuisances) and Title 9 (Zoning), Chapter 10 (Performance Standards) and Chapter 14 (Accessory Structures) - Establish Regulations Pertaining to Solar Energy Systems - City Initiated (Continued from December 14, 2015 and January 11, 2016)
 - 1. Motion - Continue Public Hearing to March 7, 2016
- b. Amendment to City Code - Title 9 (Zoning), Chapter 2 (Zoning Rules and Definitions), Chapter 6 (Commercial, Office, and Industrial Zoning District), Chapter 10 (Performance Standards), and Chapter 15 (Off-Street Parking and Loading) - Establish Standards and Regulations Related to Indoor Self-Storage or Mini-Warehousing Facilities - City Initiated
 - 1. Motion - Continue Public Hearing to March 7, 2016
- c. Village of Ponderosa, east of South 60th Street at Village View Drive - Amend Specific Plan Ordinance to Modify Commercial Wall Signage Regulations - W West Investments, LLC
 - 1. Ordinance - Approval of First Reading

- d. 2016 HMA Resurfacing Program - City Initiated
 - 1. Resolution - Approval of Plans and Specifications
 - 2. Motion - Receive and File Report of Bids
 - 3. Resolution - Award Contract

- e. South Grand Prairie Parkway Tree Cutting - City Initiated
 - 1. Resolution - Approval of Plans and Specifications
 - 2. Motion - Receive and File Report of Bids
 - 3. Resolution - Award Contract

- f. 2016 Street and Pavement Repair Supplemental Retainer Contract - City Initiated
 - 1. Resolution - Approval of Plans and Specifications
 - 2. Motion - Receive and File Report of Bids
 - 3. Resolution - Award Contract

7. New Business

- a. Newport Office Building, 1075 Jordan Creek Parkway - Construction of a Three-Story, 75,000 sq. ft. Office Building - R&R Realty Group
 - 1. Resolution - Approval of Major Modification

- b. Stevenson Plat of Survey, 201 South 30th Street, 205 South 30th Street, and 2923 Country Side Drive - Approval of Plat of Survey to Create Two Parcels for Transfer of Ownership - Chad Stevenson
 - 1. Resolution - Approval and Release of Plat of Survey

- c. Amendment to City Code - Title 6 (Motor Vehicles and Traffic), Chapter 9 (Traffic Schedules), Section 1 (Official Traffic Controls) - Grand Avenue and I-35 Ramps - City Initiated
 - 1. Ordinance - Approval of First Reading

8. Receive, File and/or Refer

- a. Amendment to City Code - Title 9 (Zoning), Chapter 5 (Agricultural/Open Space and Residential Zoning Districts) and Chapter 10 (Performance Standards) - Allow SIC 0289-9901: Apiary (Bee and Honey Farm/Beekeeping) as a Permitted Use in All Single Family Residential and Manufactured Housing Zoning Districts and Add Language Identifying Specific Regulations and Requirements for Beekeeping Operating Under SIC 0279-9901 - City Initiated (Refer to Plan and Zoning Commission)

9. Other Matters

10. Executive Session

- a. Pending/Threatened Litigation
- b. Contract Negotiations (Iowa Code Chapter 21.5)

CITY COUNCIL WORKSHOP

(immediately follows Council meeting)

- 1. Solar Energy Systems Ordinance
- 2. Other Matters

The City of West Des Moines is pleased to provide accommodations to disabled individuals or groups and encourages their participation in city government. Should special accommodations be required please contact the Clerk's office at least 48 hours in advance, at 222-3600 to have accommodations provided.

January 26, 2016

West Des Moines City Council Proceedings
Tuesday, January 26, 2016

Mayor Steven K. Gaer opened the regularly scheduled meeting of the City Council of West Des Moines, Iowa, in the Council Chambers of the West Des Moines City Hall on Tuesday, January 26, 2016 at 5:30 PM. Council members present were: R. Messerschmidt, J. Mickelson, J. Sandager, K. Trevillyan, and R. Trimble.

City Clerk Ryan Jacobson stated staff is recommending the following amendments to the agenda: remove Item 4(o) Stormwater Management Facility Maintenance Covenant - Michael's Landing Plat 3, amend the ordinance language for Item 5(b) Amendment to City Code - Minor Modification Ordinance, and defer indefinitely Item 6(b) Amendment to City Code - Breweries and Tap Rooms.

On Item 1. Agenda. It was moved by Trimble, second by Messerschmidt approve the agenda as amended.

Vote 16-014: Messerschmidt, Mickelson, Trevillyan, Trimble...4 yes
Motion carried.

On Item 2. Public Forum: No one came forward.

On Item 3. Council/Manager/Other Entities Reports:

Council member Trimble reported the Finance and Administration Subcommittee is continuing to meet with applicants for hotel/motel discretionary funds.

Council member Messerschmidt reported the Public Works Subcommittee met and discussed railroad quiet zones. He also attended a meeting of the Greater Des Moines Convention and Visitors Bureau, where discussion was held on the upcoming NCAA men's basketball tournament games in Des Moines and possible changes to the 28E agreement.

Council member Sandager arrived at 5:32 p.m. The attendance was re-taken. Council members present were: R. Messerschmidt, J. Mickelson, J. Sandager, K. Trevillyan, and R. Trimble.

Council member Sandager reported he attended a meeting of the Bravo Board, where the board approved a transition from a fiscal year starting July 1 to a fiscal year starting January 1, which will allow them to determine their funding on actual hotel/motel dollars rather than projections. He also reported the Bravo offices have recently moved to the Temple for the Performing Arts, Bravo recently hired someone for the new Community Impact Specialist position, and they recently completed an economic impact study. He reported the Development and Planning Subcommittee also met and discussed a new Hyatt Hotel at Coachlight Drive and South 64th Street and a new restaurant, Gilroy's, on 8th Street. The subcommittee also discussed community

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gardens in a commercial area and a possible amendment to the indoor-mini storage ordinance.

On Item 4. Consent Agenda.

It was moved by Messerschmidt, second by Trimble to approve the consent agenda as presented.

- a. Approval of Minutes of January 11, 2016 Meeting
- b. Approval of Bill Lists
- c. Approval of Liquor Licenses:
 - 1. Hy-Vee, Inc., d/b/a Hy-Vee Food & Drugstore #3, 1725 Jordan Creek Parkway - Class LE Liquor License with Carryout Wine, Carryout Beer, and Sunday Sales - Renewal
 - 2. HOA Hotels, LLC d/b/a Johnny's Italian Steakhouse, 6075 Mills Civic Parkway - Class LB Liquor License with Carryout Wine, Sunday Sales, Outdoor Service, and Catering Privileges - Renewal
 - 3. Miranda Family Corporation d/b/a Mi Patria, 1410 22nd Street - Class BW Permit with Sunday Sales - Renewal
 - 4. Clouse House Originals, LLC d/b/a PerKup Cafe, 2700 University Avenue, Suite 324 - 5 Day Class BW Permit - Effective February 11, 2016 - February 15, 2016
 - 5. Scissors & Scotch Iowa, LLC d/b/a Scissors & Scotch, 460 South 68th Street, Suite 107 - Class LC Liquor License with Sunday Sales - New
 - 6. Good Stuff, LLC, d/b/a Shotgun Betty's, 5535 Mills Civic Parkway, Suite 100 - Class LC Liquor License with Sunday Sales and Outdoor Service - Renewal
 - 7. Boggs Properties, LLC d/b/a Sully's Irish Pub, 110 Grand Avenue - 5-Day Class LC Liquor License with Outdoor Service and Sunday Sales - Effective March 17, 2016 - March 21, 2016
- d. Approval of Consent - Allow Ahlers & Cooney, P.C. to Represent West Des Moines Community School District
- e. Approval of Application - Polk County Community Betterment Grant - Human Services
- f. Approval of Amendment to Grant Agreement - HUD Transitional Housing Grant - Human Services
- g. Approval to Sell Surplus City Equipment
- h. Approval to Issue RFP for Class "A" Pumper - Fire Department
- i. Approval of Change Order #1 - Fox Creek Trunk Sewer, Phase 1
- j. Approval of Contract - Supply and Service of Portable Toilets
- k. Approval of Grant Application - Iowa Department of Agriculture and Land Stewardship Water Quality Initiative - Woodland Hills Park Water Quality Improvements
- l. Order Construction:
 - 1. Valley View Aquatic Center and Holiday Park Aquatic Center Heater Replacement Project
 - 2. 2016 HMA Resurfacing Program
 - 3. 2016 Street and Pavement Repair Supplemental Retainer Contract
 - 4. South Grand Prairie Parkway Tree Cutting

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- m. Accept Work:
 - 1. 2015 PCC Reconstruction Program
 - 2. Alluvion Blue Fiber Route
- n. Approval of Modification of Condition of Approval - 1st Street Redevelopment

Vote 16-015: Messerschmidt, Mickelson, Sandager, Trevillyan, Trimble...5 yes
Motion carried.

On Item 5(a) Amendment to City Code - Title 9 (Zoning), Various Chapters - Define and Establish Regulations Pertaining to Short-Term Rentals, initiated by the City of West Des Moines

It was moved by Trevillyan, second by Sandager to consider the second reading of the ordinance.

Vote 16-016: Messerschmidt, Mickelson, Sandager, Trevillyan, Trimble...5 yes
Motion carried.

The City Clerk read the preamble to the ordinance.

It was moved by Trevillyan, second by Sandager to approve the second reading of the ordinance.

Vote 16-017: Messerschmidt, Mickelson, Sandager, Trevillyan, Trimble...5 yes
Motion carried.

It was moved by Trevillyan, second by Sandager to waive the third reading and adopt the ordinance in final form.

Vote 16-018: Messerschmidt, Mickelson, Sandager, Trevillyan, Trimble...5 yes
Motion carried.

On Item 5(b) Amendment to City Code - Title 9 (Zoning), Chapter 1 (Entitlements - Process and Procedures), Section 8 (Entitlements) - Amendment to Minor Modification Ordinance, initiated by the City of West Des Moines

It was moved by Trimble, second by Messerschmidt to consider the second reading of the ordinance.

Vote 16-019: Messerschmidt, Mickelson, Sandager, Trevillyan, Trimble...5 yes
Motion carried.

The City Clerk read the preamble to the ordinance.

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It was moved by Trimble, second by Messerschmidt to approve the second reading of the ordinance.

Vote 16-020: Messerschmidt, Mickelson, Sandager, Trevillyan, Trimble...5 yes
Motion carried.

It was moved by Trimble, second by Messerschmidt to waive the third reading and adopt the ordinance in final form.

Vote 16-021: Messerschmidt, Mickelson, Sandager, Trevillyan, Trimble...5 yes
Motion carried.

On Item 6(a) Amendment to City Code - Title 9 (Zoning), Chapter 2 (Zoning Rules and Definitions), Chapter 6 (Commercial, Office, and Industrial Zoning District), Chapter 10 (Performance Standards), and Chapter 15 (Off-Street Parking and Loading) - Establish Standards and Regulations Related to Indoor Self-Storage or Mini-Warehousing Facilities, initiated by the City of West Des Moines

It was moved by Sandager, second by Trevillyan to adopt Motion - Continue Public Hearing to February 8, 2016.

Vote 16-022: Messerschmidt, Mickelson, Sandager, Trevillyan, Trimble...5 yes
Motion carried.

On Item 6(b) Amendment to City Code - Title 9 (Zoning), Chapter 6 (Commercial, Office and Industrial Zoning Districts), Section 6 (Commercial, Office and Industrial Use Regulations) - Revise the Regulations of Breweries and Tap Rooms that are Between 5,000 sq. ft. and 10,000 sq. ft. in Size and Amend the Approval Process for Breweries and Tap Rooms, initiated by the City of West Des Moines

It was moved by Sandager second by Trevillyan to adopt Motion - Continue Public Hearing Indefinitely.

Vote 16-023: Messerschmidt, Mickelson, Sandager, Trevillyan, Trimble...5 yes
Motion carried.

On Item 6(c) Mayor Gaer indicated this was the time and place for a public hearing to consider South Grand Prairie Parkway - Raccoon River Drive to Madison Avenue, initiated by the City of West Des Moines. He asked for the date the notice was published and the City Clerk indicated the notice was published on January 15, 2016 in the Des Moines Register. Mayor Gaer asked if any written comments had been received. The City Clerk stated none had been received.

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Mayor Gaer asked if there were any public comments; hearing none he declared the public hearing closed.

It was moved by Trimble, second by Messerschmidt to adopt Resolution - Approval of Acquisition of Agricultural Property.

Duane Wittstock, City Engineer, explained that Items 6(c) through 6(g) are public hearings for proposed acquisitions of agricultural property for several CIP projects. Staff is seeking public input from affected property owners for consideration by the Council. All impacted property owners have been notified of the hearing. The properties will only be acquired if the City actually moves forward with the associated projects.

Vote 16-024: Messerschmidt, Mickelson, Sandager, Trevillyan, Trimble...5 yes
Motion carried.

On Item 6(d) Mayor Gaer indicated this was the time and place for a public hearing to consider Grand Avenue West Segment 6F Sewer Extension, initiated by the City of West Des Moines. He asked for the date the notice was published and the City Clerk indicated the notice was published on January 15, 2016 in the Des Moines Register. Mayor Gaer asked if any written comments had been received. The City Clerk stated none had been received.

Mayor Gaer asked if there were any public comments; hearing none he declared the public hearing closed.

It was moved by Messerschmidt, second by Trevillyan to adopt Resolution - Approval of Acquisition of Agricultural Property.

Vote 16-025: Messerschmidt, Mickelson, Sandager, Trevillyan, Trimble...5 yes
Motion carried.

On Item 6(e) Mayor Gaer indicated this was the time and place for a public hearing to consider South Service Area Segment II - Brown's Woods Sewer, initiated by the City of West Des Moines. He asked for the date the notice was published and the City Clerk indicated the notice was published on January 15, 2016 in the Des Moines Register. Mayor Gaer asked if any written comments had been received. The City Clerk stated none had been received.

Mayor Gaer asked if there were any public comments.

Ben Stone, 1665 SE Walnut Woods Drive, noted the proposed sewer would run behind his house and he inquired about the timing and alignment for the project.

Duane Wittstock, City Engineer, showed a vicinity map of the proposed sewer and explained the alignment will likely be very similar to what is shown on the map, as it generally follows the

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topography of the drainageways. He noted staff will hold a meeting with the affected property owners to determine if there is a desire among them to have the project constructed. If the project does move forward, construction could begin Summer 2016. He stated the property owners would not be required to connect to the sewer, but if they do choose to connect at some point, they would be responsible for paying the fee at that time.

Mayor Gaer asked if there were any additional public comments; hearing none he declared the public hearing closed.

It was moved by Trevillyan, second by Trimble to adopt Resolution - Approval of Acquisition of Agricultural Property.

Vote 16-026: Messerschmidt, Mickelson, Sandager, Trevillyan, Trimble...5 yes
Motion carried.

On Item 6(f) Mayor Gaer indicated this was the time and place for a public hearing to consider Maple Grove Lift Station, initiated by the City of West Des Moines. He asked for the date the notice was published and the City Clerk indicated the notice was published on January 15, 2016 in the Des Moines Register. Mayor Gaer asked if any written comments had been received. The City Clerk stated none had been received.

Mayor Gaer asked if there were any public comments; hearing none he declared the public hearing closed.

It was moved by Messerschmidt, second by Trimble to adopt Resolution - Approval of Acquisition of Agricultural Property.

Vote 16-027: Messerschmidt, Mickelson, Sandager, Trevillyan, Trimble...5 yes
Motion carried.

On Item 6(g) Mayor Gaer indicated this was the time and place for a public hearing to consider South Area Trunk Sewer Western Extension, initiated by the City of West Des Moines. He asked for the date the notice was published and the City Clerk indicated the notice was published on January 15, 2016 in the Des Moines Register. Mayor Gaer asked if any written comments had been received. The City Clerk stated none had been received.

Mayor Gaer asked if there were any public comments; hearing none he declared the public hearing closed.

It was moved by Messerschmidt, second by Trimble to adopt Resolution - Approval of Acquisition of Agricultural Property.

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Vote 16-028: Messerschmidt, Mickelson, Sandager, Trevillyan, Trimble...5 yes
Motion carried.

On Item 6(h) Mayor Gaer indicated this was the time and place for a public hearing to consider Maffitt Lake Road Improvements - South 8th Street to Veterans Parkway, initiated by the City of West Des Moines. He asked for the date the notice was published and the City Clerk indicated the notice was published on January 8, 2016 in the Des Moines Register. Mayor Gaer asked if any written comments had been received. The City Clerk stated none had been received.

Mayor Gaer asked if there were any public comments; hearing none he declared the public hearing closed.

It was moved by Trimble, second by Messerschmidt to adopt Resolution - Approval of Plans and Specifications, Motion to Receive and File Report of Bids, and Resolution - Award Contract to Concrete Technologies, Inc.

Vote 16-029: Messerschmidt, Mickelson, Sandager, Trevillyan, Trimble...5 yes
Motion carried.

On Item 7(a) Guide One Insurance, 1200 12th Street - Allow Two Temporary Trailers for Employees During Remodel of Building, initiated by Guide One Mutual Insurance

It was moved by Trevillyan, second by Messerschmidt to adopt Resolution – Approval of Site Plan, subject to the applicant complying with all applicable City Code requirements and the following conditions of approval:

1. Removal of the trailers, decking, and ramps no later than May 31, 2016; and,
2. Applicant abiding by all Building and Fire Codes and West Des Moines Water Works regulations as they relate to the temporary trailers.

Vote 16-030: Messerschmidt, Mickelson, Sandager, Trevillyan, Trimble...5 yes
Motion carried.

On Item 8(a) Village of Ponderosa, east of South 60th Street at Village View Drive - Amend Specific Plan Ordinance to Modify Commercial Wall Signage Regulations - W West Investments, LLC - Referred to Plan and Zoning

On Item 8(b) Glen Oaks Drainage Study - Received and Filed

On Item 9 - Other Matters: none

The meeting was adjourned at 5:57 p.m.

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Respectfully submitted,

Ryan T. Jacobson, CMC
City Clerk

ATTEST:

Steven K. Gaer, Mayor

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4(b)

CITY OF WEST DES MOINES
CITY COUNCIL ACTION ITEM

The following list(s) of municipal expenditures, all of which have been reviewed and authorized by the respective departments as being justified and properly due and the listing of which have been prepared by Finance departmental staff are being submitted to the City Council for approval:

Regular Bi-Weekly Claims	02/05/2016		\$ 3,424,342.83
			Total \$ Amount
EFT Claims	02/05/2016		\$ 79,251.05
			Total \$ Amount
Control Pay	02/05/2016		\$120,067.05
			Total \$ Amount
End of Month	01/31/2016		\$28,939.25
Manual Check	02/05/2016		\$241,544.53
	Claim Listing Date		Total \$ Amount

Approved by the West Des Moines City Council this 8th day of February
2016

Tim Stiles, Finance Director

Tom Hadden, City Manager

Steven K. Gaer, Mayor

ATTEST:

Ryan Jacobson, City Clerk

Finance and Administration Committee acknowledgement of disbursement of expenditures:

Russ Trimble, Councilmember

Jim Sandager, Councilmember

John Mickelson (alternate)

BANK MBVD WEST BANK
VENDOR
CHECK# DATE AMOUNT

BANK	VENDOR	CHECK#	DATE	AMOUNT
29059	ABDULLAH/MUHAMMAD	204798	02/08/16	75.00
00425	ADAMS/MARK	204799	02/08/16	740.00
24153	ADVANCED BUSINESS PRODU	204800	02/08/16	107.56
00700	AHLERS & COONEY	204801	02/08/16	10,505.15
29481	ALVINE & ASSOCIATES, INC	204802	02/08/16	874.00
29314	AMERICAN SECURITY CORP	204803	02/08/16	3,049.20
.11049	ANTHEM BLUE CROSS	204804	02/08/16	82.12
01470	APCO INTERNATIONAL, INC	204805	02/08/16	719.00
23786	ASCHEMAN, PH.D/PHILIP L.	204806	02/08/16	200.00
27543	AVI SYSTEMS	204807	02/08/16	258.00
29975	BAKER/BARBARA	204808	02/08/16	9,597.97
29978	BAKER/BRIAN	204809	02/08/16	9,597.96
29979	BAKER/RANDY	204810	02/08/16	150.00
29716	BALDWIN/RYAN	204811	02/08/16	132.00
25207	BEGLEY/JOHN	204812	02/08/16	23.99
29019	BOBS TOOLS	204813	02/08/16	14,110.00
29508	BOLTON & MENK INC	204814	02/08/16	13,711.50
29508	BOLTON & MENK INC	204815	02/08/16	20,039.50
29508	BOLTON & MENK INC	204816	02/08/16	4,535.50
29688	BOLTON & MENK INC	204817	02/08/16	274.96
28011	BOOT BARN INC	204818	02/08/16	1,827.07
29210	BOUND TREE MEDICAL, LLC.	204819	02/08/16	1,040.00
03220	BOWEN/GARY	204820	02/08/16	88.56
26284	BREWICK/MARK	204821	02/08/16	60.00
28400	BRIGHT & CLEAR SOLUTIONS	204822	02/08/16	3,117.13
27477	BULSEYE TRUCKING	204823	02/08/16	6,000.00
29899	CAAS	204824	02/08/16	44.00
04250	CAMPBELL/MEREDITH	204825	02/08/16	4,020.72
25445	CARPEL'S ACE HARDWARE	204826	02/08/16	3,961.36
19700	CARPENTER UNIFORM CO	204827	02/08/16	14.68
28667	CENTURY LINK	204828	02/08/16	75.00
05050	CENTURYLINK	204829	02/08/16	150.00
05350	CERTIFIED POWER INC FLUI	204830	02/08/16	151.00
29008	CITY OF URBANDALE	204831	02/08/16	10,678.63
28056	CLIVE POWER EQUIPMENT	204832	02/08/16	401.63
27403	COMISKY GLASS & GLAZING	204833	02/08/16	250.00
27442	CONTINUUM RETAIL ENERGY	204834	02/08/16	21.63
27845	CONTRACTOR SALES & SERVI	204835	02/08/16	600.00
27867	CORY/TARRY	204836	02/08/16	2,442.78
02850	COX/RANDY	204837	02/08/16	507.15
07450	DE LAGE LANDEN	204838	02/08/16	1,705,845.73
26414	DELTA DENTAL OF IOWA	204839	02/08/16	23,200.00
07840	DES MOINES STAMP MFG CO	204840	02/08/16	1,600.00
24992	DES MOINES WATER WORKS	204841	02/08/16	73.25
26075	DMACC	204842	02/08/16	546.00
29964	DMACC	204843	02/08/16	
	DOGGETT/RICHARD	204844	02/08/16	
	DOHERTY'S FLOWERS	204845	02/08/16	
	DOUGLAS/JONATHAN			

BANK	VENDOR	CHECK#	DATE	AMOUNT
WBVD WEST BANK	DOWLING/CONNIE	204846	02/08/16	352.50
	DUVE/RAYMOND	204847	02/08/16	13.10
	EDWARDS/ROBERT	204848	02/08/16	3,850.00
	ELECTRICAL ENGINEERING &	204849	02/08/16	342.50
	EMBARITT, INC.	204850	02/08/16	1,573.00
	EMERGENCY SERVICES MARKE	204851	02/08/16	650.00
	EMS TECHNOLOGY SOLUTIONS	204852	02/08/16	459.00
	EMSLRC	204853	02/08/16	30.00
	ENGELMANN/PATRICK	204854	02/08/16	22.00
	FAIRMeadOWS PFC	204855	02/08/16	300.00
	FEH ASSOCIATES INC	204856	02/08/16	9,970.00
	FEXSTEVE LIMITED COMPANY	204857	02/08/16	33,950.00
	G-SPORTS WRESTLING	204858	02/08/16	169.00
	GBA SYSTEMS INTEGRATORS,	204859	02/08/16	2,480.00
	GBA SYSTEMS INTEGRATORS,	204860	02/08/16	51,548.00
	GENUS LANDSCAPE ARCHITEC	204861	02/08/16	5,110.80
	GETZ FIRE EQUIPMENT	204862	02/08/16	129.75
	GRAINGER INC	204863	02/08/16	378.00
	GRAYBAR ELECTRIC CO INC	204864	02/08/16	949.32
	GRIMES ASPHALT & PAVING	204865	02/08/16	315.00
	HAHN/JENNIFER	204866	02/08/16	3,154.27
	HAMLETT/NAOMI	204867	02/08/16	42.00
	HARRISON TRUCK CENTERS	204868	02/08/16	628.26
	HARTLAND FUEL PRODUCTS,	204869	02/08/16	17,307.02
	HARTPENCE/LAWRENCE	204870	02/08/16	29.90
	HAWK METAL PRODUCTS INC	204871	02/08/16	20.00
	HAWKEYE TRUCK EQUIPMENT	204872	02/08/16	338.00
	HDR ENGINEERING, INC.	204873	02/08/16	16,319.31
	HEALTH COMMUNICATIONS, I	204874	02/08/16	657.83
HIGHLINE CORPORATION	204875	02/08/16	1,200.00	
HOCKER/STEVE	204876	02/08/16	480.00	
HOEGH/ROD	204877	02/08/16	185.00	
HUDNUT/RICH	204878	02/08/16	150.00	
HY VEE, INC.	204879	02/08/16	105.32	
I WORK & PLAY-PRO LINES	204880	02/08/16	218.07	
ICSC	204881	02/08/16	100.00	
IMPACTTG, INC	204882	02/08/16	6,332.50	
INGAMELLIS COMMERCIAL FLO	204883	02/08/16	1,291.54	
INTERCALL	204884	02/08/16	142.08	
IOWA DEPT OF ADMIN SERVIT	204885	02/08/16	250.00	
IOWA DEPT OF TRANSPORTAT	204886	02/08/16	540.00	
IOWA INTERSTATE RAILROAD	204887	02/08/16	750.00	
IOWA PRISON INDUSTRIES	204888	02/08/16	4,182.50	
IOWA SIGNAL INC.	204889	02/08/16	9,000.00	
IOWA STATE RESERVE ASSN	204890	02/08/16	200.00	
JACOBSEN AUTO BODY	204891	02/08/16	5,084.38	
JACOBSON/RYAN	204892	02/08/16	51.56	
JG'S OLD FURNITURE SYSTE	204893	02/08/16	4,050.00	

BANK	VENDOR	CHECK#	DATE	AMOUNT
MBVD WEST BANK				
	JOHN E REID & ASSOCIATES	204894	02/08/16	500.00
	JONES/BERNT	204895	02/08/16	100.00
	KABEL BUSINESS SERVICES	204896	02/08/16	20.00
	KHATTIB/JAMAL	204897	02/08/16	29,000.00
	KLAHN/RICHARD	204898	02/08/16	132.00
	KNAPP/WILLIAM LC	204899	02/08/16	837.50
	KOCH/LARRY	204900	02/08/16	66.00
	LACINA/WENDY	204901	02/08/16	594.00
	LANGUAGE LINE SERVICES	204902	02/08/16	327.55
	LEXISNEXIS	204903	02/08/16	367.50
	LEXISNEXIS RISK SOLUTION	204904	02/08/16	339.00
	MADISON COUNTY DEVELOPME	204905	02/08/16	500.00
	MAIL SERVICES L.C.	204906	02/08/16	4,556.97
	MARTIN/JOSEPH	204907	02/08/16	150.00
	MEDIA/COM	204908	02/08/16	11.47
	MEMORIAL SERVICES OF IOW	204909	02/08/16	1,000.00
	MERCY WEST PHARMACY	204910	02/08/16	703.34
	MIDAMERICAN ENERGY	204911	02/08/16	30,708.78
	MIDAMERICAN ENERGY	204912	02/08/16	254.48
	MIDAMERICAN ENERGY	204913	02/08/16	3,281.16
	MIDAMERICAN ENERGY	204914	02/08/16	1,031.43
	MIDAMERICAN ENERGY	204915	02/08/16	343.83
	MIDAMERICAN ENERGY	204916	02/08/16	66,090.83
	MIDAMERICAN ENERGY	204917	02/08/16	1,335.23
	MIDAMERICAN - DM-WDM TL	204918	02/08/16	51.00
	MIDAMERICAN - DM-WDM TL	204919	02/08/16	524.36
	MIDAMERICAN-WDM-WAUKEE T	204920	02/08/16	74.94
	MIDWEST INDOOR QUALITY L	204921	02/08/16	960.00
	MIDWEST SAFETY COUNSELOR	204922	02/08/16	120.00
	MILLER/JEFF	204923	02/08/16	51.62
	MITCHELL/RANDY	204924	02/08/16	66.00
	MOTOROLA	204925	02/08/16	444,712.92
	MOTOROLA	204926	02/08/16	3,996.00
	MURPHY TRACTOR & EQUIPME	204927	02/08/16	3,246.10
	NCP INC	204928	02/08/16	4,325.00
	NETLIES VENDING	204929	02/08/16	2,040.00
	NETTELAND/STEPHEN	204930	02/08/16	334.00
	NORTHERN TOOL & EQUIPMEN	204931	02/08/16	2,115.95
	NORTHWESTERN UNIVERSITY	204932	02/08/16	12,000.00
	OFFICE DEPOT BUSINESS AC	204933	02/08/16	14.99
	OPN ARCHITECTS	204934	02/08/16	14,994.78
	OPTIMUM DATA, INC.	204935	02/08/16	215.46
	PALMER GROUP	204936	02/08/16	5,359.92
	PARKER/MONICA-LEE	204937	02/08/16	1,000.00
	PARKER/SATONICUS	204938	02/08/16	1,150.00
	PATTON/CHRIS	204939	02/08/16	175.00
	PFM ASSET MANAGEMENT, LL	204940	02/08/16	2,500.00
	RAHE/ALAN	204941	02/08/16	225.00

BANK	VENDOR	CHECK#	DATE	AMOUNT
WBVD WEST BANK				
29908	RAY/RACHEL	204942	02/08/16	132.00
28463	REILLY CONSTRUCTION CO.	204943	02/08/16	910.96
29845	RESOURCE CONSULTING ENGI	204944	02/08/16	3,445.00
29912	RIGHT TURN FEEB STORE	204945	02/08/16	100.51
17600	KOTO-ROOTER CORP	204946	02/08/16	126.60
17625	ROY'S TOWING AND RECOVER	204947	02/08/16	175.00
29977	SARASOTA PROPERTIES IC	204948	02/08/16	837.50
27651	SCHERLS ALL SPORTS-ACC R	204949	02/08/16	79.98
18292	SIMMS-DAVIS/CAROL	204950	02/08/16	180.00
29968	SIMPLEX GRINNELL	204951	02/08/16	591.95
24711	SIXTA/ANDREW	204952	02/08/16	198.00
26058	SKOLD DOOR & FLOOR CO.	204953	02/08/16	239.50
29643	SMITH/MARK	204954	02/08/16	128.84
27422	SPECIALTY GRAPHICS INC	204955	02/08/16	347.00
29657	SPRINT	204956	02/08/16	329.33
70026	STEIMEL/MICHAEL	204957	02/08/16	264.00
29866	STIVERS FORD	204958	02/08/16	29,123.00
28433	SUN LIFE FINANCIAL	204959	02/08/16	26,711.52
29541	SWINTON/ASHLEE	204960	02/08/16	728.00
10014	SWISHER/MARK	204961	02/08/16	112.50
27611	TAYLOR/BILLY	204962	02/08/16	27.70
29972	THOMAS/CHRIS	204963	02/08/16	75.00
29288	FRI-TECH SOFTWARE SYSTEM	204964	02/08/16	374,138.48
29220	TRIZETTO PROVIDER SOLUTI	204965	02/08/16	304.93
25814	TRUCK EQUIPMENT INC	204966	02/08/16	833.44
29740	ULTRAMAX	204967	02/08/16	1,752.00
83413	UNIQUE MANAGEMENT SERVIC	204968	02/08/16	1,87.95
29943	UNITED PARCEL SERVICE	204969	02/08/16	46.10
27497	UNITED STATES POLICE CAN	204970	02/08/16	75.00
12950	UNITYPOINT CLINIC	204971	02/08/16	100.00
29913	UNITYPOINT HEALTH	204972	02/08/16	15.00
19923	UNIVERSAL FIELD SERVICES	204973	02/08/16	9,177.50
29279	UNIVERSITY OF IOWA/THE	204974	02/08/16	1,000.00
28148	UPS STORE/THE	204975	02/08/16	1,162.47
26935	USPS-HASLER	204976	02/08/16	975.00
20250	VAN WALL EQUIPMENT	204977	02/08/16	4,299.73
20250	VEENSTRA & KIMM INC	204978	02/08/16	910.00
20250	VEENSTRA & KIMM INC	204979	02/08/16	15,099.36
20250	VEENSTRA & KIMM INC	204980	02/08/16	21,747.40
20250	VEENSTRA & KIMM INC	204981	02/08/16	5,834.76
20250	VEENSTRA & KIMM INC	204982	02/08/16	6,216.00
20250	VEENSTRA & KIMM INC	204983	02/08/16	45,470.12
20250	VEENSTRA & KIMM INC	204984	02/08/16	20,974.60
19725	VERIZON WIRELESS	204985	02/08/16	1,739.00
25677	VESEY/CHRIS	204986	02/08/16	8,643.12
11058	VILLAGE COOPERATIVE	204987	02/08/16	19.80
29220	VISION SERVICE PLAN	204988	02/08/16	9,905.00
		204989	02/08/16	275.66

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Check Register

BANK	VENDOR	CHECK#	DATE	AMOUNT
WBVD WEST BANK				
22967	WAHLTEK, INC.	204990	02/08/16	151.00
29009	WATCHTARD VIDEO	204991	02/08/16	494.00
25964	WELLS FARGO BANK	204992	02/08/16	375.00
20720	WEST DES MOINES CHAMBER	204993	02/08/16	3,000.00
29050	WEX BANK	204994	02/08/16	564.52
.11050	MISCONSTIN PHYSICIANS SVC	204995	02/08/16	672.91
29976	ZHANG/XIAOHONG	204996	02/08/16	7,237.54
29969	ZOSS/BEN	204997	02/08/16	100.00
29948	ZOSS/TREYER	204998	02/08/16	250.00
.11055	2016 IAAMP CONFERENCE	204999	02/08/16	170.00
WEST BANK				3,424,342.83

BANK VENDOR

CHECK# DATE AMOUNT

WBVD WEST BANK

ACCOUNT	VENDOR	CHECK#	DATE	AMOUNT
90023	ARNOLD MOTOR SUPPLY, LLP	9044	02/08/16	843.30
90068	BAUER BUILT	9045	02/08/16	785.64
90172	BAYLESS/RON	9046	02/08/16	150.00
90039	DALLAS COUNTY TREASURER	9047	02/08/16	506.10
90161	FARRAND/GLENN	9048	02/08/16	175.00
90158	FINESTEAD/MIKE	9049	02/08/16	3,450.00
90159	HENNING/CLAUDIA	9051	02/08/16	6,685.00
90053	TOWA COMMUNITIES	9050	02/08/16	2,428.16
90065	KECK, INC.	9052	02/08/16	9,181.15
90136	LYNCH/CHRIS	9053	02/08/16	175.00
90164	MCCUBBIN/COURTNEY	9054	02/08/16	614.00
90104	MID TOWA PETROLEUM SVCS,	9055	02/08/16	410.02
90087	MIDWEST WHEEL	9056	02/08/16	144.60
90029	MOBOTREX INC	9057	02/08/16	807.30
90110	NAPA	9058	02/08/16	44.47
90123	ONENECK IT SOLUTIONS LLC	9059	02/08/16	42,074.24
90111	PANTOGA/RALPH	9060	02/08/16	740.00
90150	RELIABLE MAINTENANCE	9061	02/08/16	5,300.20
90171	ROUNDS/MATES	9062	02/08/16	75.00
90118	SHIELDS/CHARLES	9063	02/08/16	348.00
90002	WEST BANK, HUMAN SVCS	9064	02/08/16	2,413.67
90174	WILKINS/CHRIS	9065	02/08/16	75.00
90128	WITGRAF/JASON	9066	02/08/16	43.20
90142	YEAGER/LEMAR	9067	02/08/16	1,882.00

WEST BANK

79,251.05 ***

BANK	VENDOR	CHECK#	DATE	AMOUNT
WBVD WEST BANK	ABC ELECTRICAL CONTRACTO	204751	02/08/16	100.49
	ABC ELECTRICAL CONTRACTO	204752	02/08/16	465.01
	ABC ELECTRICAL CONTRACTO	204753	02/08/16	14,513.48
	ACTION PRINT	204754	02/08/16	360.68
	ADVENTURE LIGHTING	204755	02/08/16	63.90
	ARAMARK UNIFORM SERVICES	204756	02/08/16	1,142.19
	BROWNELL'S INC	204757	02/08/16	1,109.24
	CAPITAL SANITARY SUPPLY	204758	02/08/16	1,680.28
	CORN STATES METAL	204759	02/08/16	5,225.00
	DES MOINES ASPHALT & PAV	204760	02/08/16	57.60
	DOORS INC.	204761	02/08/16	1,135.66
	ELECTRONIC ENGINEERING	204762	02/08/16	8,460.15
	EXCEL MECHANICAL, INC.	204763	02/08/16	1,307.67
	FIELD FIRE	204764	02/08/16	1,754.03
	G&L CLOTHING	204765	02/08/16	853.49
	GALLS LLC	204766	02/08/16	69.53
	HOTSY CLEANING SYSTEMS I	204767	02/08/16	3,993.00
	HOWARD R. GREEN CO.	204768	02/08/16	150.00
	IMAGETER, INC	204769	02/08/16	231.27
	INGERSOLL-RAND CO	204770	02/08/16	1,421.86
	INLAND TRUCK PARTS	204771	02/08/16	24.85
	MENARDS	204772	02/08/16	34,598.43
	METRO WASTE AUTHORITY	204773	02/08/16	30.25
	NORTHLAND PRODUCTS	204774	02/08/16	1,730.16
	OCLC INC	204775	02/08/16	1,648.78
	PRAXAIR	204776	02/08/16	441.00
	PRIORITY DISPATCH	204777	02/08/16	57.34
	PROCTOR MECHANICAL CORP	204778	02/08/16	182.75
	RED WING STORE	204779	02/08/16	9,236.25
	RELIABLE PROPERTY SERVIC	204780	02/08/16	1,077.50
	SNYDER & ASSOCIATES	204781	02/08/16	5.00
	SPRAYER SPECIALTIES INC	204782	02/08/16	15,011.53
	STAR EQUIPMENT LTD	204783	02/08/16	2,382.54
	STIVERS FORD	204784	02/08/16	218.00
	TEAM SERVICES	204785	02/08/16	56.00
	TEAM SERVICES	204786	02/08/16	463.25
	TEAM SERVICES	204787	02/08/16	562.28
	TEAM SERVICES	204788	02/08/16	503.62
	TEAM SERVICES	204789	02/08/16	292.50
	TEAM SERVICES	204790	02/08/16	125.50
	TEAM SERVICES	204791	02/08/16	7,500.00
	TECHNOLOGY ASSOCIATION O	204792	02/08/16	16.37
	TOMPKINS INDUSTRIES	204793	02/08/16	199.40
	TRANS IOWA EQUIPMENT CO	204794	02/08/16	137.22
	TRI-TECH	204795	02/08/16	874.00
	WORLDPOINT ECC, INC.	204796	02/08/16	333.00
	WRIGHT OUTDOOR SOLUTIONS	204797	02/08/16	
WEST BANK				120,067.05

FINANCIAL SYSTEM
02/05/2016 08:44:31

Check Register

BANK	VENDOR	CHECK#	DATE	AMOUNT
WBVD WEST BANK				
25595	COMMERCE BANK	900056	01/31/16	28,939.25
WEST BANK				28,939.25

FINANCIAL SYSTEM
02/04/2016 15:53:10

Check Register

CITY OF WEST DES MOINES IOWA
GL540R-V07.27 PAGE 1

BANK	VENDOR	CHECK#	DATE	AMOUNT
WBVD WEST BANK				
24822	WELLMARK BLUE CROSS	800739	01/28/16	75,830.25
WEST BANK				75,830.25

FINANCIAL SYSTEM
02/01/2016 08:57:31

Check Register

BANK	VENDOR	CHECK#	DATE	AMOUNT
INAT FIRST NATIONALBANK				
24822	WELLMARK BLUE CROSS	800737	01/14/16	87,092.60
24822	WELLMARK BLUE CROSS	800738	01/21/16	78,621.68
FIRST NATIONALBANK				165,714.28

**CITY OF WEST DES MOINES
CITY COUNCIL MEETING COMMUNICATION**

ITEM: Approval of Liquor Licenses

DATE: February 8, 2016

FINANCIAL IMPACT: None

BACKGROUND: In accordance with the Iowa Code Section 123.1 and the West Des Moines City Code Title 3, Business and Licensing, Chapter 2, Beer and Liquor Control, the following licenses have been investigated and reviewed by the WDM Police Department and, when necessary, by Building Inspection and/or Fire Department staff, and are presented to the City Council for approval. Copies of license applications are available, for your review, in the Office of the City Clerk.

1. Big City Burgers & Greens, LLC, d/b/a Catering DSM, 7700 Mills Civic Parkway - Class LC Liquor License with Sunday Sales, Outdoor Service, and Catering Privileges - Renewal
2. Great Plain's Lodging VI, LLC, d/b/a Hilton Garden Inn West Des Moines, 205 South 64th Street - Class LB Liquor License with Sunday Sales, Outdoor Service, and Catering Privileges - Renewal
3. Butterface, LLC d/b/a The Keg Stand, 3530 Westown Parkway - Class LC Liquor License Extension of Outdoor Service - February 28-29, 2016
4. Muldoon Enterprises LIC d/b/a WineStyles, 5515 Mills Civic Parkway, Suite 120 - Class BW Permit with Carryout Wine, Sunday Sales, and Outdoor Service - Renewal

OUTSTANDING ISSUES (if any): None

RECOMMENDATION: Motion to approve the issuance of liquor licenses in the City of West Des Moines.

Lead Staff Member: Ryan T. Jacobson, City Clerk *RTG*

STAFF REVIEWS

Department Director	Ryan T. Jacobson, City Clerk
Appropriations/Finance	
Legal	
Agenda Acceptance	<i>RTG</i>

**CITY OF WEST DES MOINES
CITY COUNCIL MEETING COMMUNICATION**

ITEM: Approval of Cigarette/Tobacco Licenses

DATE: February 8, 2016

FINANCIAL IMPACT: None

BACKGROUND: Under Title III - Chapter 10, Cigarette Sales, the Council has the authority to issue cigarette permits for establishments located within the city limits of West Des Moines. All cigarette permits expire on June 30 of each year. Applications from the following establishments are on file in the City Clerk's office for review:

1. Christopher Thayer d/b/a Club Herf, 9500 University Avenue, Suite 1110
2. Andrew Frye & Omar Avalos d/b/a The Vape House II, 404 Vine Street

OUTSTANDING ISSUES (if any): None

RECOMMENDATION: Motion to approve the issuance of cigarette permits in the City of West Des Moines.

Lead Staff Member: Ryan T. Jacobson, City Clerk *RTJ*

STAFF REVIEWS

Department Director	Ryan T. Jacobson, City Clerk
Appropriations/Finance	Tim Stiles, Finance Director
Legal	
Agenda Acceptance	<i>RTJ</i>

PUBLICATION(S) (if applicable)

Published In	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee	
Date Reviewed	

**CITY OF WEST DES MOINES
CITY COUNCIL MEETING COMMUNICATION**

ITEM: Approval of Extended Sound Permit
Sully's Irish Pub - St. Patrick's Day Celebration

DATE: February 8, 2016

FINANCIAL IMPACT: None

BACKGROUND:

On June 28, 2010, the City Council approved several amendments to the Noise Control Ordinance including the provision that City Council approval is required for any sound permit issued for an event going past 10:00 P.M.

Sully's Irish Pub has submitted a sound permit application to provide music from 6:00 a.m. to midnight by way of a live radio feed, courtesy of a local radio station, on March 17, 2016, on their property located at 110 Grand Avenue.

This sound permit request was forwarded to the West Des Moines Police Department for their review and they have no objections to this request. As this request is being proposed to end at midnight, City staff is forwarding this to the City Council for review and approval. Sully's Irish Pub has been requesting sound permits since 2008 with no issues being reported.

OUTSTANDING ISSUES (if any): None

RECOMMENDATION: Motion - Approval of Extended Sound Permit Request made by Sully's Irish Pub

Lead Staff Member: Ryan T. Jacobson, City Clerk *RTJ*

STAFF REVIEWS

Department Director	Ryan T. Jacobson, City Clerk
Appropriations/Finance	Tim Stiles, Finance Director
Legal	Richard Scieszinski, City Attorney
Agenda Acceptance	<i>RTJ</i>

PUBLICATION(S) (if applicable)

Published In	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee	
Date Reviewed	

SOUND PERMIT FEES

- ❖ 1-48 hrs event = \$22.00
- ❖ 2-7 days event = \$44.00
- ❖ Multiple events in one calendar year = \$82.50

*The City Council
MUST approve any
sound permit request
that extends past ten
o'clock (10:00) P.M.*

*Permit applications received less
than two (2) weeks before the event
may not be processed by the City in
time for the event.*

**CITY OF WEST DES MOINES
SOUND PERMIT
For the Amplification of a Live Performance**

*Denotes required field

Date 12/22/15 Fee Received: _____ Permit No. _____

*Applicant's Name: Boggs Properties, LLC DBA Sully's Irish Pub *Phone No. 515.250.3648

*Applicant's Complete Address: 110 Grand Avenue, West Des Moines, IA 50265

*Applicant's E-mail Address: amy.boggs@hotmail.com

Have you, the applicant, ever been cited for a violation of the West Des Moines Noise Ordinance? Y/N

If yes, explain: _____

*Property owner name: Amy Boggs

*Property owner address: 1609 Buffalo Road, West Des Moines, IA 50265

I, the undersigned, hereby acknowledge and certify that I am the record fee title holder of the property for which this sound permit is requested, and I hereby consent to this application for a sound permit, for the amplification of a live performance, as described on this application.

[Signature] 12/22/15
*Signature Date

Address of proposed activity: 110 Grand Avenue, West Des Moines
(if this is a City park, please indicate name of park)

Describe proposed activity, including time(s), date(s), and number of people attending: 3/17/16-3/18/16 St. Patrick's Day Celebration

6am-midnight on 3/17/16, music in tent
3/18/16, may be some music outdoors, near tented area

How will the parking for this event be handled? Surrounding areas

Please refer to Page 2, Paragraph J of this application form regarding wattage requirements for the proposed sound equipment as a sound permit may not be deemed necessary.

***Attach an 8½" x 11½" sketch plan of the proposed layout of the sound amplification equipment, including the orientation to and approximate distances from the adjoining properties.**

Have the adjoining property owners/residents been notified of the event for which this permit is requested? Y/N

If so, please list addresses notified (attach additional sheets if necessary): True Value, West Bank,
Burger King

Describe what measures will be taken, if any, to minimize the effects of this performance on surrounding property owners. tent enclosure for sound modification. Any outdoor amplification done at reasonable levels.

Provide any additional information that pertains to this application for a Sound Permit.
event has taken place for many years with no issues

APPLICANT'S CERTIFICATION - I hereby certify under penalty of perjury that the statements furnished including the drawing, present all information required for this application, and that the facts, statements and information presented are true and correct, and based upon my personal knowledge. I hereby acknowledge my obligation to comply with the West Des Moines Municipal Code as it pertains to this activity and to obtain any and all necessary City, County, State and Federal permits, approvals and/or clearances, if applicable. Further, I hereby certify that I have read, understand and have received a copy of the conditions for the operation of the Sound Permit, and hereby agree to comply with such conditions. I also understand that should I fail to comply with the agreed upon conditions, my permit may be immediately revoked and that all other applicable penalties, including criminal prosecution may be pursued.



*Applicant's Signature

12/22/14
Date

FOR STAFF USE ONLY

APPROVAL OF SOUND PERMIT

Approved by: _____

Date: _____

City Council Approval Date: _____

This sound permit is approved subject to the following exhibits and conditions.

Exhibits:

Conditions:

Expiration Date: _____

DENIAL OF SOUND PERMIT

Denied by: _____

Date: _____

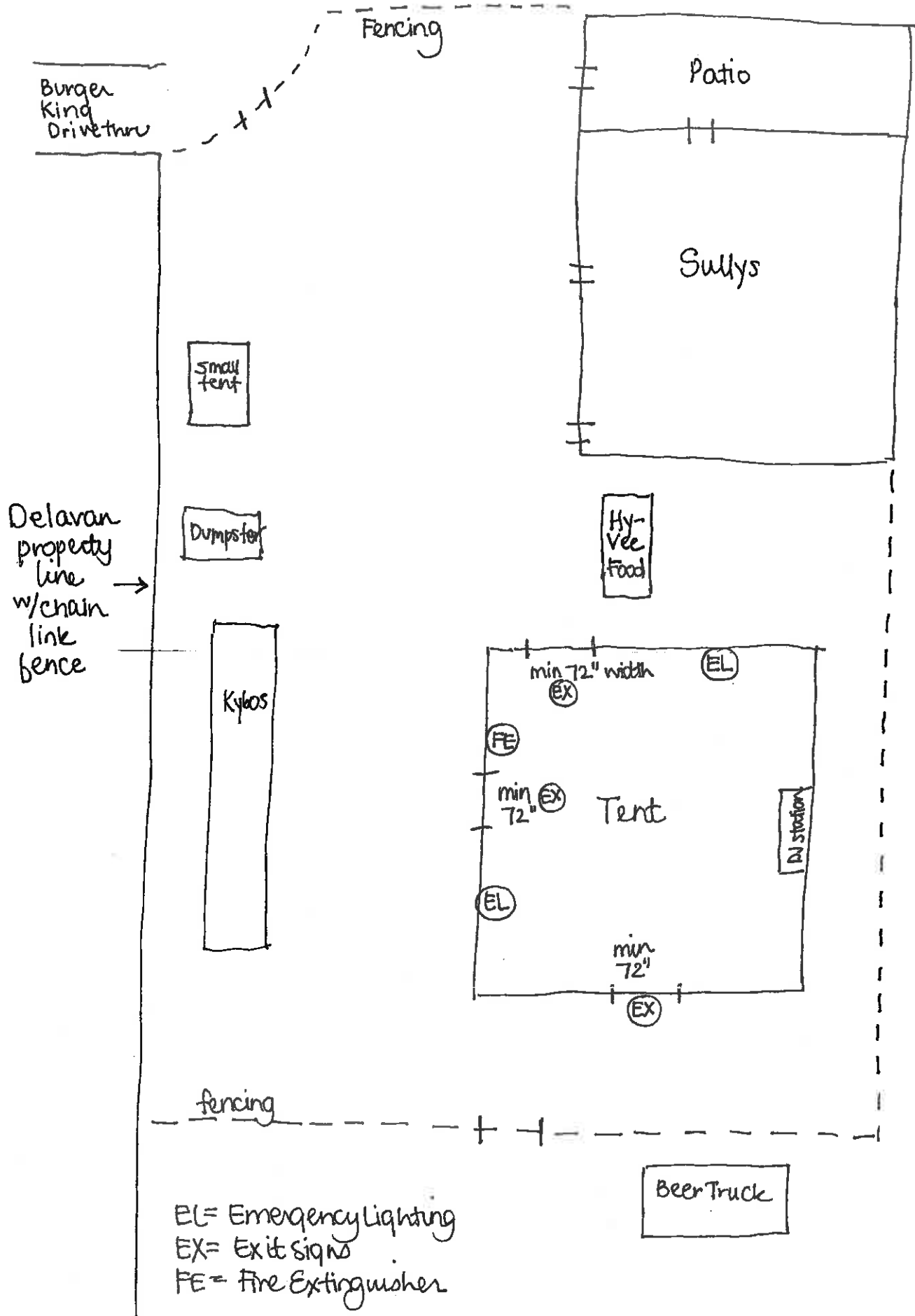
This sound permit is denied based upon the following findings.

Findings:

Copies of this permit have been distributed to the following departments:

- Development Services Department
- Police Department
- City Clerk's Office
- Parks and Recreation Department

↑ NORTH



EL = Emergency Lighting
EX = Exit signs
FE = Fire Extinguisher

**CITY OF WEST DES MOINES
CITY COUNCIL MEETING COMMUNICATION**

DATE: February 8, 2016

ITEM:

Motion – Approving Change Order #1
2015 Sump Pump Sewer Program
Kingston Services, LLC

FINANCIAL IMPACT:

Contract Summary:

Description	Amount	Date Approved	Remarks
Construction Contract	\$214,266.00	April 20, 2015	
Change Order 1	\$ 12,192.42	Pending	
Total	\$226,458.42		

Cost for this change order items will be paid from budgeted account no. 5552.80.820.6.7910 with the ultimate funding intended to come from sewer revenue funds.

BACKGROUND:

The project installed eight-inch (8”) subdrain on Stonebridge Road from 47th to 49th Street, on 4800 Block of Elm Street, and on 49th Street from Stonebridge Road to Elm Street for the purpose of sump pump drainage. As part of project close-out, final quantity adjustments were calculated. Quantity adjustments consisted of an increase in total length of subdrain installed, an increase in the number of existing sump pump services lines that were connected, an increase in sidewalk/driveway/street pavement quantities, and an increase in the amount of sod that was placed and irrigated. This change order needs to be approved prior to approval of the final pay application and acceptance of work on the project.

OUTSTANDING ISSUES: None

RECOMMENDATION:

City Council Adopt:

- Motion Approving Change Order #1 for the 2015 Sump Pump Sewer Program

Lead Staff Member: Duane C. Wittstock, P.E., L.S.

STAFF REVIEWS

Department Director	Duane C. Wittstock, City Engineer <i>duw</i>
Appropriations/Finance	Tim Stiles, Finance Director <i>TS</i>
Legal	Richard Scieszinski, City Attorney <i>RS</i>
Agenda Acceptance	<i>RJG</i>

PUBLICATION(S) (if applicable)

Published In	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee	Public Works		
Date Reviewed	February 1, 2016		
Recommendation	Yes	No	Split



CITY OF WEST DES MOINES

Department of Public Works
 560 S. 16th., PO Box 65320
 West Des Moines, IA 50265-0320
 (515) 222-3475 Fax (515) 222-3478

CHANGE ORDER

Distribution:

Owner _____
 Engineer _____
 Contract _____
 Other _____

Contractor: Kingston Services, LLC
 119 19th Street Suite #201
 West Des Moines, IA 50265

Project Title	2015 Sump Pump Sewer Program	
WDM Project File Number	0510-011-2015	
Purchase Order Number	5552-01	
Orig. Contract Amount & Date	\$214,266.00	April 20, 2015
Change Order Number	1	
Date	January 11, 2016	

THE CONTRACT IS CHANGED AS FOLLOWS: Adjustment of Quantities

Item	Description	Unit	Unit Price	Quantity Adjustment	Value Adjustment
1.3	Subdrain, 8"	LF	\$47.50	31.510	\$1,496.73
1.6	Service Lines, 4"	LF	\$48.00	3.000	\$144.00
1.8	Connect Existing Service Lines	EA	\$500.00	4.000	\$2,000.00
1.9	Sidewalk, 4" (Remove and Replace)	SF	\$10.00	22.690	\$226.90
1.10	Driveway/Sidewalk, 6" (Remove and Replace)	SY	\$76.00	81.790	\$6,216.04
1.12	Concrete Pavement, 8" (Remove and Replace)	SY	\$75.00	9.770	\$732.75
1.14	Sod	SQ	\$60.00	17.200	\$1,032.00
1.15	Temporary Irrigation System	SQ	\$20.00	17.200	\$344.00
TOTAL					\$12,192.42

CHANGE ORDER SUMMARY	
The Original Contract Sum was	\$214,266.00
Net Change by previously authorized Change Orders	\$0.00
The Contract Sum prior to This Change Order was	\$214,266.00
The Contract Sum will be increased by this Change Order in the amount of	\$12,192.42
The new Contract Sum including this Change Order will be	\$226,458.42
Aggregate Change Order as a percent of Original Contract (if the aggregate is \$10,000, or greater than 5% of the original contract, whichever is greater, all signatures through the full Council are required)	5.69%
The Contract Time will be unchanged by	0 Days
The date of Final Completion as of the date of this Change Order therefore is	

NOT VALID UNTIL SIGNED BY THE CONTRACTOR, OWNER'S REPRESENTATIVE (if applicable) AND OWNER

Contractor: Kingston Services, LLC	Recommended By: City of West Des Moines	Checked By: City of West Des Moines
Signature: <i>[Signature]</i>	Signature: <i>[Signature]</i>	Signature: <i>[Signature]</i>
Name: <i>[Name]</i>	Name: Jason M. Schlickbernd, P.E.	Name: Duane C. Wittstock, P.E., L.S.
Title: <i>[Title]</i>	Title: Principal Engineer	Title: City Engineer
Date: <i>[Date]</i>	Date: 1/19/16	Date:

Owner: City of West Des Moines

<input type="checkbox"/> ≤	\$2,500 Department Director	X <i>[Signature]</i>	Date: 2-1-16
<input type="checkbox"/>	\$2,501 to 5,000 City Manager	X _____	Date: _____
<input type="checkbox"/>	\$5001 to 10,000 PW Council Committee scheduled for agenda on	scheduled for agenda on	Date: _____
<input type="checkbox"/> >	\$10,000 City Council approved or ratified at Council meeting on		Date: _____

**CITY OF WEST DES MOINES
CITY COUNCIL MEETING COMMUNICATION**

4(f)2

ITEM:

DATE: February 8, 2016

Motion – Approving Change Order #1
Greenway Erosion Repair
Reilly Construction, Inc.

FINANCIAL IMPACT:

Contract Summary:

Description	Amount	Date Approved	Remarks
Construction Contract	\$ 348,995.00	November 2, 2015	
Change Order 2	\$ 28,640.00	Pending	
Total	\$ 377,635.00		

Cost for this change order items will be paid from budgeted account no. 5557.80.820.6.7910 with the ultimate funding intended to come from stormwater utility fees.

BACKGROUND:

On November 2, 2015 the City entered into an agreement with Reilly Construction Co., Inc. to repair erosion at two locations within public greenways. Staff has become aware of a location on Jordan Creek west of 50th Street where erosion has compromised the abutment of a pedestrian bridge. Immediate repair of this erosion is necessary to ensure the safety of trail users. Approval of this change order will add the emergency erosion repair to the Greenway Erosion Repair contract and authorize Reilly Construction Co., Inc. to complete the work.

OUTSTANDING ISSUES:

None.

RECOMMENDATION:

City Council Adopt:

- Motion Approving Change Order #1 for the Greenway Erosion Repair project.

Lead Staff Member: Duane Wittstock, P.E., L.S., City Engineer

STAFF REVIEWS

Department Director	Duane Wittstock, City Engineer
Appropriations/Finance	Tim Stiles, Finance Director
Legal	Richard Scieszinski, City Attorney
Agenda Acceptance	

PUBLICATION(S) (if applicable)

Published In	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee	Public Works		
Date Reviewed	February 4, 2016		
Recommendation	Yes	No	Split



CITY OF WEST DES MOINES

ENGINEERING SERVICES
 4200 Mills Civic Parkway
 West Des Moines, IA 50265-0320
 (515) 222-3620 Fax (515) 273-0602

CHANGE ORDER

Distribution:
 Owner X
 Engineer X
 Contracto X
 Other _____

Contractor: Reilly Construction Co., Inc.
 P.O. Box 99
 Ossian, IA 52161

Project Title	Greeway Erosion Repair	
WDM Project File Number	0510-049-2015	
Purchase Order Number	5557-02	
Orig. Contract Amount & Date	\$348,995.00	November 2, 2015
Change Order Number	1	
Date	February 3, 2016	

THE CONTRACT IS CHANGED AS FOLLOWS: Add work to complete emergency repair of erosion adjacent to the Jordan Creek Trail bridge abutment west of 50th Street. This change order includes all labor and materials required to furnish and install approximately 200 tons of rip rap adjacent to the bridge abutment.

Item	Description	Unit	Unit Price	Quantity Adjustment	Value Adjustment
CO1.1	Trail Bridge Abutment Emergency Repair	LS	\$28,640.00	1.000	\$28,640.00
TOTAL					\$28,640.00

CHANGE ORDER SUMMARY	
The Original Contract Sum was	\$348,995.00
Net Change by previously authorized Change Orders	\$0.00
The Contract Sum prior to This Change Order was	\$348,995.00
The Contract Sum will be increased by this Change Order in the amount of	\$28,640.00
The new Contract Sum including this Change Order will be	\$377,635.00
Aggregate Change Order as a percent of Original Contract (if the aggregate is \$10,000, or greater than 5% of the original contract, whichever is greater, all signatures through the full Council are required)	8.21%
The Contract Time will be changed by	21 Days
The date of Final Completion as of the date of this Change Order therefore is	February 19, 2016

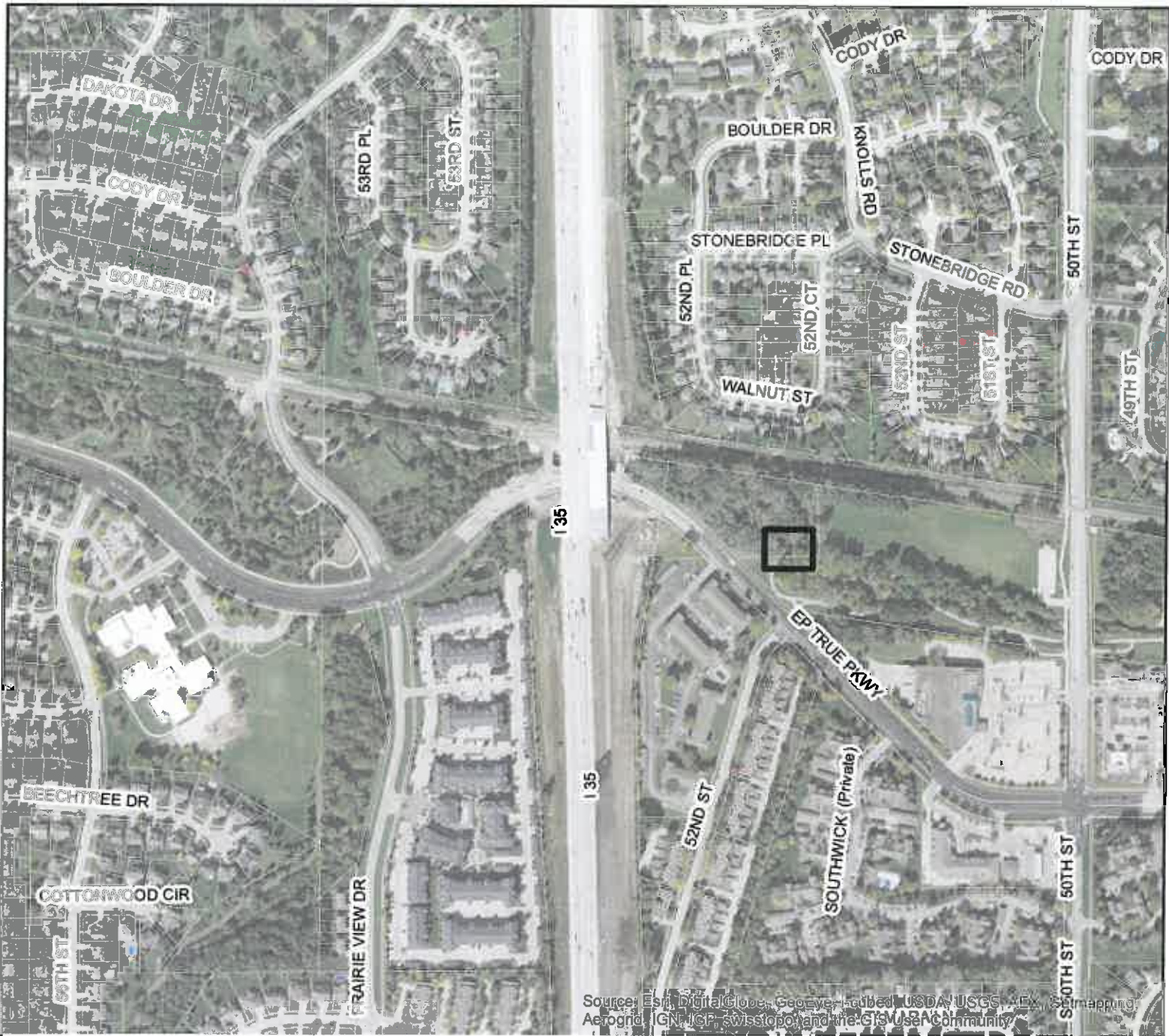
NOT VALID UNTIL SIGNED BY THE CONTRACTOR, OWNER'S REPRESENTATIVE (if applicable) AND OWNER

Contractor: Reilly Construction Co., Inc.	Recommended By: Bolton & Menk, Inc.	Checked By: City of West Des Moines
Signature:	Signature:	Signature:
Name:	Name: Matthew Ferrier, P.E.	Name: Duane C. Wittstock, P.E., L.S.
Title:	Title:	Title: City Engineer
Date:	Date:	Date:

Owner: City of West Des Moines

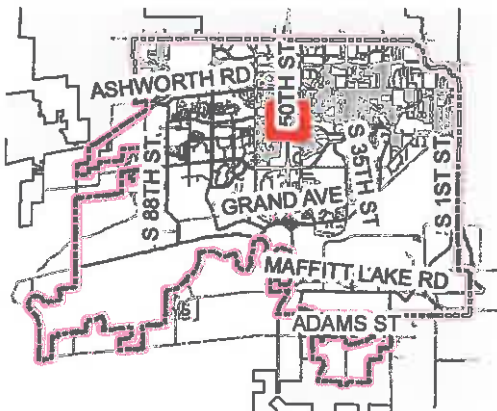
<input type="checkbox"/> ≤	\$2,500 Department Director	X _____	Date _____
<input type="checkbox"/>	\$2,501 to 5,000 City Manager	X _____	Date _____
<input type="checkbox"/>	\$5001 to 10,000 PW Council Committee scheduled for agenda on February 1, 2016		Date _____
<input type="checkbox"/> >	\$10,000 City Council approved or ratified at Council meeting on February 8, 2016		Date _____





Source: Esri, DigitalGlobe, GeoEye, Earthstar (USA), USGS, AeroGRID, IGN, SVP, swisstopo, and the GIS User Community

VICINITY MAP



LEGEND

PROJECT LOCATION



**CITY OF WEST DES MOINES
ENGINEERING SERVICES**
4200 MILLS CIVIC PARKWAY
WEST DES MOINES, IOWA 50265
PH: (515) 222-3620 FAX: (515) 273-0602

PROJECT:	GREENWAY EROSION REPAIR		
	Project No. 0510-049-2015		
LOCATION:	EMERGENCY PEDESTRIAN BRIDGE PROTECTION		
DRAWN BY:	BJM	DATE:	02/04/2016
			SHT. 1 OF 1

**CITY OF WEST DES MOINES
CITY COUNCIL MEETING COMMUNICATION**

4(f)3

ITEM:

DATE: February 8, 2016

Motion – Approving Change Order #2
Alluvion Yellow Fiber Route
Communication Technologies, Inc.

FINANCIAL IMPACT:

Contract Summary:

Description	Amount	Date Approved	Remarks
Construction Contract	\$ 818,702.50	June 1, 2015	
Change Order 1	\$ 28,500.00	October 19, 2015	
Change Order 2	\$ 29,746.00	Pending	
Total	\$ 876,948.50		

Cost for this change order items will be paid from budgeted account no. 4267.77.820.6.7910 with all costs being reimbursed by Microsoft.

BACKGROUND:

The Alluvion Yellow Fiber Route project is one of three fiber optic interconnection routes for the Microsoft Alluvion site. The structures, frames, and lids were to be supplied by the Red Route contractor for use on this project. That contractor has been unable to supply satisfactory frames and lids. Change Order #2 revises the contract to include quantity for furnishing and installing correct structure frames and lids at seven (7) locations. This change order has been previously reviewed approved by Microsoft. Costs associated with this change order will be considered liquidated damages on the Red Route contract.

OUTSTANDING ISSUES:

None.

RECOMMENDATION:

City Council Adopt:

- Motion Approving Change Order #2 for the Alluvion Yellow Fiber Route project.

Lead Staff Member: Duane Wittstock, P.E., L.S., City Engineer

STAFF REVIEWS

Department Director	Duane Wittstock, City Engineer <i>aw</i>
Appropriations/Finance	Tim Stiles, Finance Director <i>TS</i>
Legal	Richard Scieszinski, City Attorney <i>RS</i>
Agenda Acceptance	<i>RTJ</i>

PUBLICATION(S) (if applicable)

Published In	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee	Public Works		
Date Reviewed	February 1, 2016		
Recommendation	Yes	No	Split



CITY OF WEST DES MOINES

ENGINEERING SERVICES
 4200 Mills Civic Parkway
 West Des Moines, IA 50265-0320
 (515) 222-3620 Fax (515) 273-0602

CHANGE ORDER

Distribution:
 Owner X
 Engineer X
 Contracto X
 Other X (Microsoft)

Contractor: Communication Technologies, Inc.
1378 Quinlan Circle South
Lakeland, MN 55043

Project Title	WDM Fiber Inter-Connect Project (Yellow Route)	
WDM Project File Number	0510-075-2014	
Purchase Order Number	4267-02	
Orig. Contract Amount & Date	\$818,702.50	June 1, 2015
Change Order Number	2	
Date	February 3, 2016	

THE CONTRACT IS CHANGED AS FOLLOWS: Furnish and install correct vault lids and frames at seven vault locations along the Allvion Yellow Fiber Route.

Item	Description	Unit	Unit Price	Quantity Adjustment	Value Adjustment
CO2.1	Time Extension	N/A	\$29,746.00	1.000	\$29,746.00
TOTAL					\$29,746.00

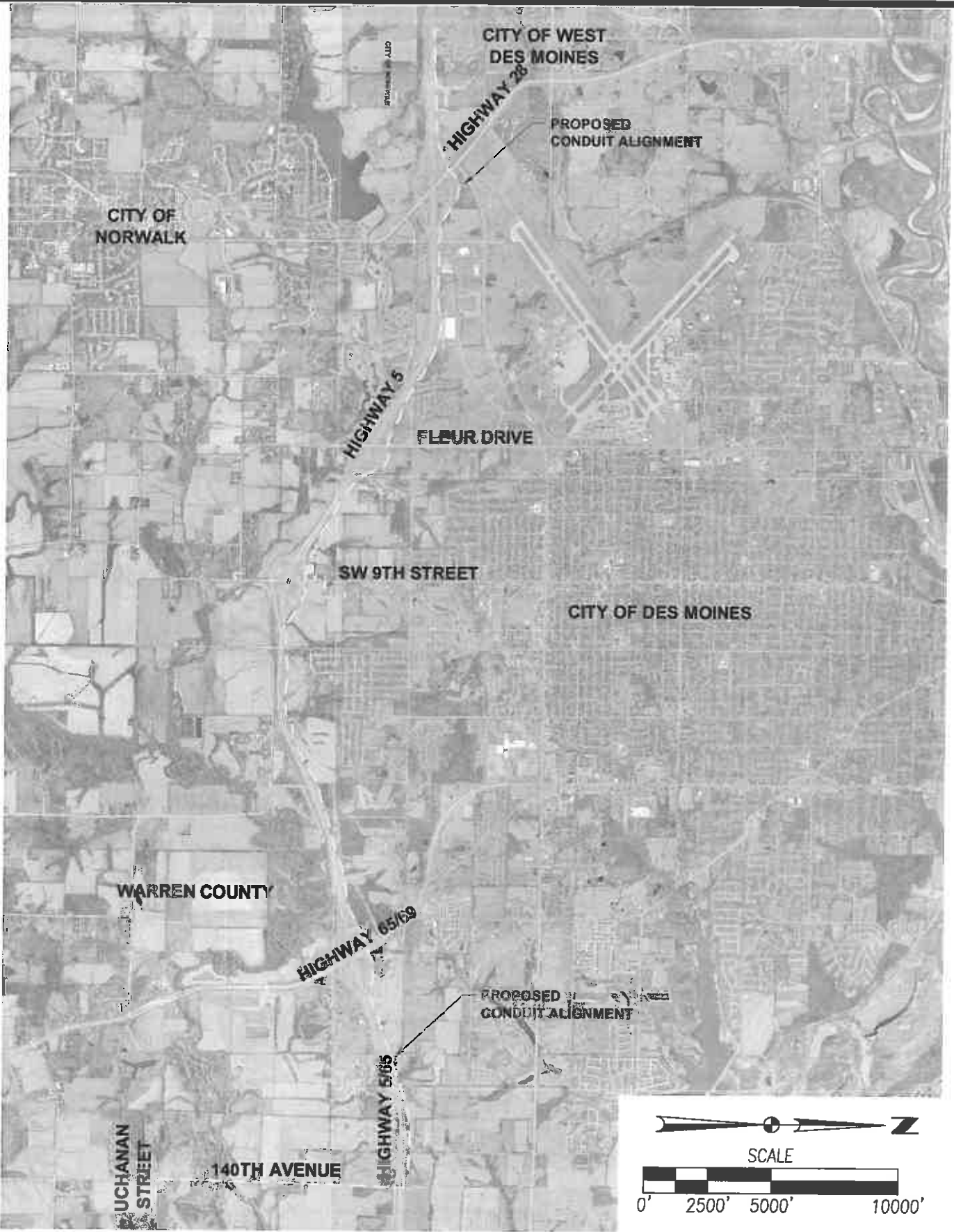
CHANGE ORDER SUMMARY	
The Original Contract Sum was	\$818,702.50
Net Change by previously authorized Change Orders	\$28,500.00
The Contract Sum prior to This Change Order was	\$847,202.50
The Contract Sum will be increased by this Change Order in the amount of	\$29,746.00
The new Contract Sum including this Change Order will be	\$876,948.50
Aggregate Change Order as a percent of Original Contract (if the aggregate is \$10,000, or greater than 5% of the original contract, whichever is greater, all signatures through the full Council are required)	7.11%
The Contract Time will be changed by	42 Days
The date of Final Completion as of the date of this Change Order therefore is	January 2, 2016

NOT VALID UNTIL SIGNED BY THE CONTRACTOR, OWNER'S REPRESENTATIVE (if applicable) AND OWNER

Contractor: Communication Technologies, Inc.	Recommended By: Civil Design Advantage	Checked By: City of West Des Moines
Signature:	Signature:	Signature:
Name:	Name: Gary L. Reed, P.E.	Name: Duane C. Wittstock, P.E., L.S.
Title:	Title:	Title: City Engineer
Date:	Date:	Date:

Owner: City of West Des Moines

<input type="checkbox"/> \$	\$2,500 Department Director	<u> X </u>	Date _____
<input type="checkbox"/>	\$2,501 to 5,000 City Manager	<u> X </u>	Date _____
<input type="checkbox"/>	\$5001 to 10,000 PW Council Committee scheduled for agenda on February 1, 2016		Date _____
<input type="checkbox"/> >	\$10,000 City Council approved or ratified at Council meeting on February 8, 2016		Date _____



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1407.373

**WEST DES MOINES
FIBER INTER-CONNECT
YELLOW ROUTE**
WEST DES MOINES, IOWA



3405 SE CROSSROADS DRIVE, SUITE G
GRIMES, IOWA 50111
PH: (515) 369-4400 FAX: (515) 369-4410
ENGINEER: _____ TECH: _____



**CITY OF WEST DES MOINES
CITY COUNCIL MEETING COMMUNICATION**

ITEM:

DATE: February 8, 2016

Motion – Approving Change Order #3
Community Center Interior Renovations
Covenant Construction Services

FINANCIAL IMPACT:

Contract Summary:

Description	Amount	Date Approved	Remarks
Construction Contract	\$ 585,549.00	July 27, 2015	Base Bid & Alternate 1
Change Order 1	\$ 203,338.00	December 2, 2015	New water service line
Change Order 2	\$ 8,656.00	January 26, 2016	Paving work related to CO #1
Change Order 3	\$5,110.00	Pending	
Total	\$ 802,653.00		Project Budget: \$1,100,000.00

Costs for the change order can be paid from budgeted account number 6554.75.840.6.7920 (Community Center - Renovation). With adjusting for the revised construction cost and accounting for the professional fees, the remaining balance in the project budget is \$129,427.00. Other pending costs include miscellaneous construction phase costs (testing, etc.), furniture, new interior signage, and IT/data equipment.

BACKGROUND:

On July 27, 2015 the City Council awarded the construction contract to Covenant Construction Services for the interior renovation of the Community Center including new restrooms facilities on both floors. The upper floor of the building renovation includes installation of a new ceiling. During demolition of the existing ceiling, it was discovered that the west end of the building is served by flexible duct work, which is most likely original to the building. The duct work has deteriorated to the point where it is leaking significantly and should be replaced. Staff recommends replacing the duct work as part of this project as it is much more cost effective to replace it at the time the ceiling is removed.





OUTSTANDING ISSUES: None

RECOMMENDATION:

City Council Adopt:
- Motion approving Change Order #3

Lead Staff Member: Linda Schemmel, AIA 

STAFF REVIEWS

Department Director	Duane C. Wittstock, City Engineer 
Appropriations/Finance	Tim Stiles, Finance Director 
Legal	Richard Scieszinski, City Attorney 
Agenda Acceptance	

PUBLICATION(S) (if applicable)

Published In	N/A
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee	Public Works		
Date Reviewed	February 1, 2016		
Recommendation	Yes	No	Split



CITY OF WEST DES MOINES

Engineering Services
 4200 Mills Civic Pkwy., PO Box 65320
 West Des Moines, IA 50265-0320
 (515) 222-3620 Fax (515) 273-0602

CHANGE ORDER 3

Distribution:
 Owner X
 Architect X
 Contractor X
 Other

Contractor: **Covenant Construction Services, LLC**
734 SE Alices Road
Waukee, Iowa 50263

Project Title	Community Center Interior Renovations	
WDM Project File Number	0510-077-2014	
Purchase Order Number	6554-07	
Orig. Contract Amount & Date	\$585,549.00	July 27, 2015
Change Order Number	3	
Date	February 1, 2016	

THE CONTRACT IS CHANGED AS INDICATED IN ATTACHED CHANGE ORDER REQUESTS:

Item	Description	Unit	Unit Price	Quantity Adjustment	Value Adjustment
COR 5	Remove existing flex duct and install new ridged duct to supply Program Room	LS	\$5,110.00	1.00	\$5,110.00
TOTAL					\$5,110.00
CHANGE ORDER SUMMARY					
The Original Contract Sum (base bid & alterate 1) was					\$585,549.00
Net Change by previously authorized Change Orders					\$211,994.00
The Contract Sum prior to This Change Order was					\$797,543.00
The Contract Sum will be Increased by this Change Order in the amount of					\$5,110.00
The new Contract Sum including this Change Order will be					\$802,653.00
Aggregate Change Order as a percent of Original Contract (if the aggregate is \$10,000, or greater than 5% of the original contract, whichever is greater, all signatures through the full Council are required)					37.08%
The Contract Time will be unchanged					0 days
The date of Final Completion as of the date of this Change Order therefore is					May 2, 2015

NOT VALID UNTIL SIGNED BY THE CONTRACTOR, OWNER'S REPRESENTATIVE (if applicable) AND OWNER

Contractor: Covenant Construction		Recommended By: OPN Architects		Checked By: City of West Des Moines	
Signature:	Signature:	Signature:			
Name:	Name:	Name: Linda Schemmel			
Title:	Title:	Title: Planner			
Date:	Date:	Date: 2/1/2016			

Owner: **City of West Des Moines**

<input checked="" type="checkbox"/> ≤	\$2,500 Department Director	X _____	Date _____
<input checked="" type="checkbox"/>	\$2,501 to 5,000 City Manager	X _____	Date _____
<input type="checkbox"/>	\$5001 to 10,000 PW Council Committee scheduled for agenda on	_____	Date _____
<input type="checkbox"/> >	\$10,000 City Council approved or ratified at Council meeting on	_____	Date _____



Covenant Construction Services
 734 SE Alice's Road
 Waukeg, IA 50263



West Des Moines Community Center

Change Order Description

Quantity	Unit	Rate	Unit Cost	Total
5 Costs Associated with ITC 8				
Div 06 - Rough Carpentry				
- 2x10s for catwalk above program room ceiling				
12 ea		\$15.00 / ea	\$180.00	\$180.00
- Installation of catwalk for work above ceiling				
4 hr		\$0.00 / hr	\$0.00	
Div 22 & 23 - Plumbing & HVAC				
- Remove existing flex ductwork and install new rigid/flex as shown in ITC				
1 lb		\$3,940.00 / lb	\$3,940.00	\$3,940.00
8 (CIM)				
Sub-Total				
				\$4,120.00
Overhead				
				\$412.00
Profit				
				\$453.20
Payment & Performance Bond (2.5%)				
				\$124.63
Costs Associated with ITC 8				
				\$5,110.00

* A final evaluation of schedule impact will be evaluated upon approval of a contract modification.



Cody Schmidt
Central Iowa Mechanical
204 SW 2nd Street
Des Moines, Iowa 50309
Phone: (515) 243-8128
Fax: (515) 243-1804
cschmidt@cimech.com

January 25, 2016

BID # CP 04

Mr. Trevor Cassel
Covenant Construction Services
734 SE Alice's Rd
Waukee, IA 50263
Phone: (515) 216-1017
Fax: (515) 216-1018
Email: trevorc@ccsvet.com

Dear Trevor,

Per the Owner's request, this change proposal (CP 04) to perform the work as described below, we request an increase to our contract in the amount of \$3,940.00

West Des Moines Community Center – Program Room Ductwork

Scope of Work:

1. Furnish and install spiral ductwork as shown on sketch from Alvine Engineering.
 - a. Insulate the new spiral ductwork as required.
 - b. Taps off the main trunk were included in the original bid and are not included in this quote.

Exclusions:

1. Access to work area for duct installation.
2. Overtime/ Shiftwork.
3. Unforeseen conditions.
4. Additional ductwork not indicated on sketch.
5. Dumpster for construction debris (provided by GC)
6. The Contractor or Owner shall furnish and make available to us, free of charge, required utilities including: water, temporary power and lighting, temporary heat, and sanitary facilities.

Change Proposal #4 (CP 04)

ADD: \$ 3,940.00

Please call if you have questions or wish for us to proceed.

Sincerely,

A handwritten signature in black ink, appearing to read 'Cody Schmidt', written over a white background.

Cody Schmidt
Estimator
Central Iowa Mechanical

Proposal is contingent upon approval of terms.
We reserve the right to withdraw our proposal.



Project Terms and Conditions

General:

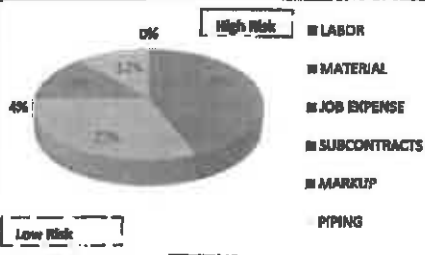
1. Central Iowa Mechanical agrees to perform all work in a careful and workman-like manner and to furnish only materials of good quality.
2. The customer will provide reasonable access to all areas and equipment and will allow Central Iowa Mechanical to stop and start equipment as necessary to fulfill the scope of this project.
3. All work will be performed during our normal working hours of 7:00 a.m. to 4:30 p.m. Monday through Friday, excluding Central Iowa Mechanical holidays.
4. The customer will pay all invoices promptly upon receipt. Should a payment become thirty (30) days or more delinquent, Central Iowa Mechanical may stop all work on this project without notice and/or cancel this project, and the entire project amount will become due and payable immediately upon demand.
5. In addition to any price specified on the face hereof, the customer shall pay and be responsible for the gross amount of any present or future sales, use, excise, value-added, or other similar tax, however designated, applicable to the price, sale, or delivery of any products, services, or the work furnished hereunder or for their use by Central Iowa Mechanical on behalf of the customer whether such tax shall be local, state, or federal in nature.
6. In the event Central Iowa Mechanical must commence legal action in order to recover any amount payable under this agreement, the customer shall pay Central Iowa Mechanical all court costs and attorney's fees incurred by Central Iowa Mechanical.
7. Any legal action brought by the customer relating to this agreement, or the breach thereof, shall be commenced within one (1) year from completion of this work.
8. This proposal is valid for a period of 30 days after issuance.

Limitations of Liability and Indemnities:

1. Central Iowa Mechanical will not be liable for damage or loss caused by delay in installation or interrupted service due to fire, flood, corrosive substances in the air, strike, lockout, dispute with workers, inability to obtain material or services, commotion, war, act of God, or any other cause beyond Central Iowa Mechanical's reasonable control.
2. In no event, whether as a result of breach of contract, or any tort including negligence or otherwise shall Central Iowa Mechanical or its suppliers, employees, or agents be liable for any special, consequential, incidental, or penal damage including, but not limited to loss or profit or revenues, loss of use of any products, machinery, equipment, damage to associated equipment, cost of capital, cost of substitute products, facilities, services, or replacement power, down time costs, lost profits, or claims of buyer's customers for such damages.
3. No other warranty expressed or other liability is given and no other affirmation of Central Iowa Mechanical, by word or action, shall constitute a warranty. This warranty is expressly in lieu of any other express or implied warranty including any implied warranty of merchantability of fitness, or any other obligation on the part of Central Iowa Mechanical.
4. Central Iowa Mechanical warrants materials only to the extent and for the time period said materials are warranted to Central Iowa Mechanical by the manufacturer(s) of the same. Central Iowa Mechanical's liability, if any, upon any warranty, either expressed or implied, shall be limited to replacement of defective materials and correction of faulty workmanship which is a violation of state, local, or federal building codes at the time of performance of the work by Central Iowa Mechanical.

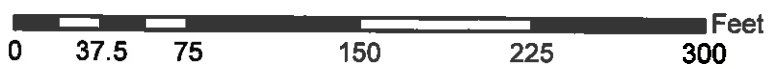
Sheet Metal Estimate

Job Name		Project #	Estimator	Bid Date	Print Date	% Bid
Community Center Program Room Duct			Cody Schmidt		1/25/16 9:06 AM	
Material Cost						
				Equip't Recap. Sheet		
				QXP Recap Sheet	980	
				Budget Recap Sheet		
				Rough Materials		
				Equipment & Spec.		
				Tool Expense	29	
				Equip. Rental		
				Material Sub-total >>>>	\$1,009	
				Tax	6.00%	\$61
Total Materials >>>>					\$1,070	27%
Labor Cost						
	Hours	29		Rate	Totals	
General Foreman w/ Truck			Field	\$75.00	\$0	
Foreman w/ Truck	15		29	\$70.00	\$1,015	
Journeyman w/ Truck				\$65.00	\$0	
Journeyman w/o Truck			Shop	\$60.00	\$0	
65% Apprentice	15		0	\$45.00	\$653	
Pre-App. - Field				\$20.00	\$0	
Gen Foreman w/Truck - Shop				\$64.24	\$0	
Foreman w/ Truck - Shop	0			\$62.21	\$0	
Journeyman w/ Truck - Shop				\$60.12	\$0	
Journeyman - Shop				\$55.62	\$0	
Apprentice - Shop	0			\$38.76	\$0	
Pre-App. - Shop				\$15.85	\$0	
Service Foreman				\$75.00	\$0	
Service Journeyman				\$70.00	\$0	
Truck Driver	1	4%		\$40.00	\$46	
Wage Increase				\$1.00	\$0	
Total hours	29		29	Blended Rate	\$58.10	
Subtotal	Hours	Rate	Status	Sub Total >>>>	\$1,714	
Local #33 >>>>				\$	-	
Local #45 >>>>				\$	-	
Total Labor >>>>					\$1,714	44%
Job Expense						
Job Expense			Sub-Contractors			
Fees & Permits				low Insulation	475	
Truck Expense	0			Temp Control		
Subsistence				Excavation		
Telephone				Balancing		
Shacks-Warehouse				Painting		
Job Office Supplies				Concrete Cutting		
Freight				Crane		
Special Tools				Electrical		
Project Manager	150			Roof Patch		
Project Engineer				Private Locates		
Drafting Technician				Chemical Treatment		
				Gen. Trades		
				Sub-Total	\$475	
				Overhead & Profit	10%	48
Total Sub Contracts >>>>					\$523	13%
Total Job Expense >>>>					\$150	4%
Job Cost						
Total Labor Cost	1,714	Sub-total >>>>				\$2,833
Total Material Cost	1,220	Sub-total >>>>				\$2,933
Total Sub Contract Cost	475	Sub-total >>>>				\$2,933
Cost w/Sub Contracts	\$3,408	Overhead	10.00%	293	7%	
Profit to Sell (Markup)	12.7%	Sub-total >>>>				\$3,227
Profit to Cost (Markup)	14.7%	Profit	5.00%	161	4%	
OH&P to Labor (Coverage)	28%	Sub-total >>>>				\$3,388
		Warranty				\$29
		Total Sub-Contracts				\$523
		Sub-total >>>>				\$3,940
Piping Estimate						
		Bond	None			
		Adjustment				
Total Bid >>>>					\$3,940	





Location Map
Community Center - 217 5th Street



**CITY OF WEST DES MOINES
CITY COUNCIL MEETING COMMUNICATION**

DATE: February 8, 2016

ITEM: Motion – Approval of Professional Services Agreement – Woodland Hills Park Water Quality Management Practices


FINANCIAL IMPACT: Expense not to exceed \$8,560 from C.I.P. funds budgeted in FY 15/16 in the Woodland Hills Park account (6565.75.840.6.7920) for a parking lot. Funds from a recently submitted IDALS Water Quality Initiative grant may help offset the cost of improvements that are being designed as part of this agreement.

BACKGROUND: Staff recommends that the Council approve an agreement with Civil Design Advantage for design work related to the parking lot and water quality best management practices including permeable pavers in the parking lot and bioretention cells in Woodland Hills Park. The scope of services include concept refinement, site plan drawings for the purpose of bidding and construction, an updated storm water management plan, construction administration, bioretention basin record drawing, storm water pollution prevention plan, and submittal of the NPDES permit. Civil Design Advantage, LLC prepared the original site plan for the park and construction documents for the site grading that was completed in 2015.



The proposed agreement with Civil Design Advantage, LLC is attached along with a detailed Scope of Services.

OUTSTANDING ISSUES: None

RECOMMENDATION: That the City Council approve the agreement with Civil Design Advantage, LLC.

Lead Staff Member: Sally Ortgies 

STAFF REVIEWS

Department Director	
Appropriations/Finance	
Legal	
Agenda Acceptance	

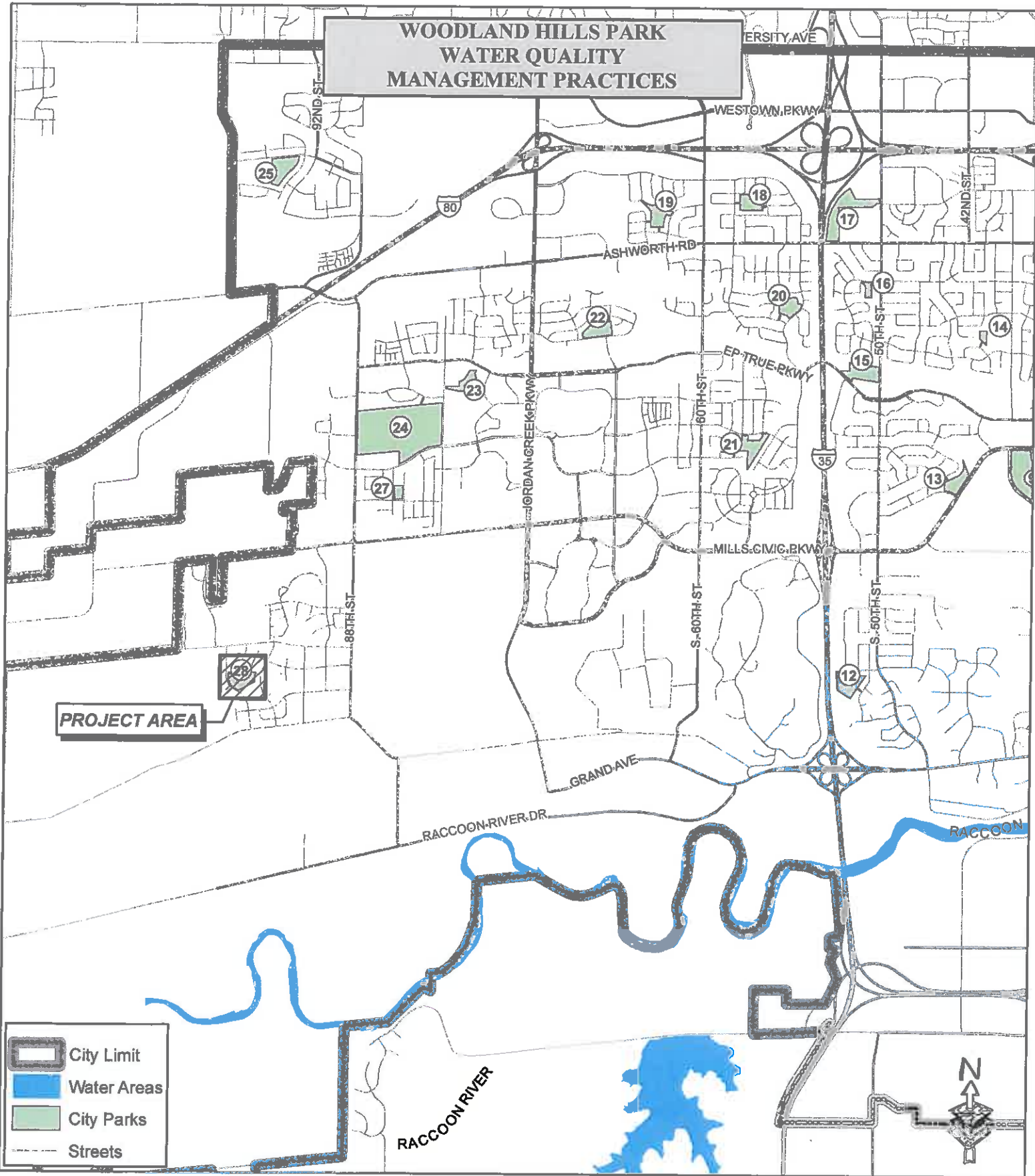
PUBLICATION(S) (if applicable)

Published In	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee			
Date Reviewed			
Recommendation	Yes	No	Split

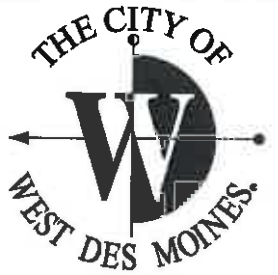
WOODLAND HILLS PARK WATER QUALITY MANAGEMENT PRACTICES



PROJECT AREA

 City Limit
 Water Areas
 City Parks
 Streets

- | | | | |
|--------------------|--------------------------|------------------------|------------------------|
| 1 Legion Park | 8 East Jordan Creek Park | 15 Jordan Creek Park | 22 Wild Rose Park |
| 2 Wilson Park | 9 Southwoods Park | 16 Knolls Park | 23 Brookview Park |
| 3 Holiday Park | 10 Raccoon River Park | 17 CrossRoads Park | 24 Valley View Park |
| 4 Florer Park | 11 Scenic Valley Park | 18 Jaycee Park | 25 Maple Grove Park |
| 5 Fairmeadows Park | 12 Quail Cove Park | 19 Peony Park | 26 Railroad Park |
| 6 Pearson Park | 13 Ashawa Park | 20 Meadowview Park | 27 Huston Ridge Park |
| 7 Kiwanis Park | 14 Western Hills Park | 21 Willow Springs Park | 28 Woodland Hills Park |



AGREEMENT FOR PROFESSIONAL CONSULTING SERVICES

This Agreement is made and entered into this 8th day of February, 2016, by and between the CITY OF WEST DES MOINES, a municipal corporation, hereinafter referred to as "City", and Civil Design Advantage, LLC (Fed. I.D. # _____), a professional corporation incorporated and licensed under the laws of the State of Iowa, party of the second part, hereinafter referred to as "Consultant" as follows:

THE CITY HEREBY AGREES TO RETAIN THE CONSULTANT FOR THE PROJECT AS DESCRIBED IN THIS AGREEMENT AND CONSULTANT AGREES TO PERFORM THE PROFESSIONAL SERVICES AND FURNISH THE NECESSARY DOCUMENTATION FOR THE PROJECT AS GENERALLY DESCRIBED IN THIS AGREEMENT.

1. SCOPE OF SERVICES

Services provided under this Agreement shall be as further described in ATTACHMENT 1 (PROFESSIONAL SERVICES AGREEMENT) listed under Task 1 thru Task 7.

2. SCHEDULE

The schedule of the professional services to be performed shall conform to the Schedule set forth in ATTACHMENT 2. Any deviations from the Schedule shall be approved by the authorized City representative. The City agrees that the Consultant is not responsible for delays arising from a change in the scope of services, a change in the scale of the Project or delays resulting from causes not directly or indirectly related to the actions of the Consultant.

3. COMPENSATION

A. In consideration of the professional services provided herein, the City agrees to pay the Consultant the following sum, including any authorized reimbursable expenses, pursuant to the Compensation set forth in ATTACHMENT 3 (PROFESSIONAL SERVICES AGREEMENT) listed under Compensation.

I. Basic Services of the Consultant \$8,560

B. The Consultant shall invoice the City monthly for services, any reimbursable expenses and any approved amendments to this Agreement, based upon services actually completed at the time of the invoice. Final payment shall be due and payable within 30 days of the City's acceptance of Consultant's submission of final deliverables in accordance with the Scope of Services.

C. In consideration of the compensation paid to the Consultant, the Consultant agrees to perform all professional services to the satisfaction of the City by performing the professional services in a manner consistent with that degree of care and skill ordinarily exercised by members of Consultant's profession currently practicing under similar circumstances. If the performance of this Agreement involves the services of others or the furnishing of equipment, supplies, or materials, the Consultant agrees to pay for the same in full.

4. INSURANCE

A. Consultant understands and agrees that Consultant shall have no right of coverage under any and all existing or future City comprehensive, self or personal injury policies. Consultant shall provide insurance coverage for and on behalf of Consultant that will sufficiently protect Consultant or Consultant's representative(s) in connection with the professional services which are to be provided by Consultant pursuant to this Agreement, including protection from claims for bodily injury, death, property damage, and lost income. Consultant shall provide worker's compensation insurance coverage for Consultant and all Consultant's personnel. Consultant shall file applicable

insurance certificates with the City, and shall also provide evidence of the following additional coverage.

- B. The Consultant shall provide evidence of comprehensive general liability coverage and contractual liability insurance by an insurance company licensed to do business in the State of Iowa in the limits of at least \$1,000,000 each personal injury accident and/or death; \$1,000,000 general aggregate personal injury and/or death; and \$1,000,000 for each property damage accident. The evidence shall designate the City as an additional insured, and that it cannot be canceled or materially altered without giving the City at least thirty (30) days written notice by registered mail, return receipt requested.
- C. The Consultant shall also provide evidence of automobile liability coverage in the limits of at least \$1,000,000 bodily injury and property damage combined. The evidence shall designate the City as an additional insured, and that it cannot be cancelled or materially altered without giving the City at least thirty (30) days written notice by registered mail, return receipt requested.
- D. The Consultant shall provide evidence of professional liability insurance, by an insurance company licensed to do business in the State of Iowa, in the limit of \$1,000,000 for claims arising out of the professional liability of the Consultant. Consultant shall provide City written notice within five (5) days by registered mail, return receipt requested of the cancellation or material alteration of the professional liability policy.
- E. Failure of Consultant to maintain any of the insurance coverages set forth above shall constitute a material breach of this Agreement.

5. NOTICE

Any notice to the parties required under this agreement shall be in writing, delivered to the person designated below, by United States mail or in hand delivery, at the indicated address unless otherwise designated in writing.

FOR THE CITY:

Name: City of West Des Moines
Attn: Ryan T. Jacobson, City Clerk
Address: 4200 Mills Civic Parkway
City, State: West Des Moines, IA 50265-0320

FOR THE CONSULTANT:

Name: Civil Design Advantage, LLC
Attn: Gary Reed
Address: 5501 NW 112th Street, Suite G
City, State: Grimes, IA 50111

6. GENERAL COMPLIANCE

In the conduct of the professional services contemplated hereunder, the Consultant shall comply with applicable state, federal, and local law, rules, and regulations, technical standards, or specifications issued by the City. Consultant must qualify for and obtain any required licenses prior to commencement of work, including any professional licenses necessary to perform work within the State of Iowa.

7. STANDARD OF CARE

Services provided by the Consultant under this Agreement shall be performed in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances.

8. INDEPENDENT CONTRACTOR

Consultant understands and agrees that the Consultant and Consultant's employees and representatives are not City employees. Consultant shall be solely responsible for payment of salaries, wages, payroll taxes, unemployment benefits, or any other form of compensation or benefit to Consultant or Consultant's employees, representatives or other personnel performing the professional services specified herein, whether it be of a direct or indirect nature. Further, it is expressly understood and agreed that for such purposes neither Consultant nor Consultant's

employees, representatives or other personnel shall be entitled to any City payroll, insurance, unemployment, worker's compensation, retirement, or any other benefits whatsoever.

9. NON-DISCRIMINATION

Consultant will not discriminate against any employee of applicant for employment because of race, color, sex, national origin, religion, age, handicap, or veteran status. Consultant will, where appropriate or required, take affirmative action to ensure that applicants are employed, and that employees are treated, during employment, without regard to their race, color, sex, or national origin, religion, age, handicap, or veteran status. Consultant will cooperate with the City in using Consultant's best efforts to ensure that Disadvantaged Business Enterprises are afforded the maximum opportunity to compete for subcontracts of work under this Agreement.

10. HOLD HARMLESS

Consultant agrees to indemnify and hold harmless the City, its officers, agents, and employees from any and all claims, settlements and judgments, to include all reasonable investigative fees, attorney's fees, and court costs for any damage or loss which is due to or arises from a breach of this Agreement, or from negligent acts, errors or omissions in the performance of professional services under this Agreement and those of its sub consultants or anyone for whom Consultant is legally liable.

11. ASSIGNMENT

Consultant shall not assign or otherwise transfer this Agreement or any right or obligations therein without first receiving prior written consent of the City.

12. APPROPRIATION OF FUNDS

The funds appropriated for this Agreement are equal to or exceed the compensation to be paid to Consultant. The City's continuing obligations under this Agreement may be subject to appropriation of funding by the City Council. In the event that sufficient funding is not appropriated in whole or in part for continued performance of the City's obligations under this Agreement, or if appropriated funding is not expended due to City spending limitations, the City may terminate this Agreement without further compensation to the Consultant. To the greatest extent allowed by law, the City shall compensate Consultant as provided in Section 18(B) of this Agreement.

13. AUTHORIZED AMENDMENTS TO AGREEMENT

- A. The Consultant and the City acknowledge and agree that no amendment to this Agreement or other form, order or directive may be issued by the City which requires additional compensable work to be performed if such work causes the aggregate amount payable under the amendment, order or directive to exceed the amount appropriated for this Agreement as listed in Section 3, above, unless the Consultant has been given a written assurance by the City that lawful appropriation to cover the costs of the additional work has been made.
- B. The Consultant and the City further acknowledge and agree that no amendment to this Agreement or other form, order or directive which requires additional compensable work to be performed under this Agreement shall be issued by the City unless funds are available to pay such additional costs, and the Consultant shall not be entitled to any additional compensation for any additional compensable work performed under this Agreement. The Consultant expressly waives any right to additional compensation, whether in law or equity, unless prior to commencing the additional work the Consultant was given a written amendment, order or directive describing the additional compensable work to be performed and setting forth the amount of compensation to be paid, such amendment, order or directive to be signed by the authorized City representative. It is the Consultant's sole responsibility to know, determine, and ascertain the authority of the City representative signing any amendment, directive or order.

14. OWNERSHIP OF CONSULTING DOCUMENTS

All sketches, tracings, plans, specifications, reports, and other data prepared under this Agreement shall become the property of the City; a reproducible set shall be delivered to the City at no additional cost to the City upon completion of the plans or termination of the services of the Consultant. All drawings and data shall be transmitted in a durable material, with electronic files provided when feasible to do so. The Consultant's liability for use of the sketches, tracings, plans, specifications, reports, and other data prepared under this Agreement shall be limited to the Project.

15. INTERPRETATION

No amendment or modification of this Agreement shall be valid unless expressed in writing and executed by the parties hereto in the same manner as the execution of the Agreement. This is a completely integrated Agreement and contains the entire agreement of the parties; any prior written or oral agreements shall be of no force or effect and shall not be binding upon either party. The laws of the State of Iowa shall govern and any judicial action under the terms of this Agreement shall be exclusively within the jurisdiction of the district court for Polk County, Iowa.

16. COMPLIANCE WITH FEDERAL LAW

To the extent any federal appropriation has or will be provided for the Project, or any federal requirement is imposed on the Project, Consultant agrees that Consultant will comply with all relevant laws, rules and regulations imposed on City and/or Consultant necessary for receipt of the federal appropriation. Consultant shall provide appropriate certification regarding Consultant's compliance.

17. SOLICITATION AND PERFORMANCE

- A. The Consultant warrants that it has not employed or retained any company or person, other than a bona fide employee working for the Consultant, to solicit or secure this Agreement, and that the Consultant has not paid or agreed to pay any company or person other than a bona fide employee, any fee, commission, percentage, brokerage fee, gift or contingent fee.
- B. The Consultant shall not engage the services of any person or persons in the employ of the City at the time of commencing such services without the written consent of the City.

18. SUSPENSION AND TERMINATION OF AGREEMENT

- A. The right is reserved by the City to suspend this Agreement at any time. Such suspension may be effected by the City giving written notice to the Consultant, and shall be effective as of the date established in the suspension notice. Payment for Consultant's services shall be made by the City for services performed to the date established in the suspension notice. Should the City reinstate the work after notice of suspension, such reinstatement may be accomplished by thirty (30) days written notice within a period of six (6) months after such suspension, unless this period is extended by written consent of the Consultant.
- B. Upon ten (10) days written notice to the Consultant, the City may terminate the Agreement at any time if it is found that reasons beyond the control of either the City or Consultant make it impossible or against the City's interest to complete the Agreement. In such case, the Consultant shall have no claims against the City except for the value of the work performed up to the date the Agreement is terminated.
- C. The City may also terminate this Agreement at any time if it is found that the Consultant has violated any material term or condition of this Agreement or that Consultant has failed to maintain workers' compensation insurance or other insurance provided for in this Agreement. In the event of such default by the Consultant, the City may give ten (10) days written notice to the Consultant of the City's intent to terminate the Agreement. Consultant shall have ten (10) days from notification to remedy the conditions constituting the default.
- D. In the event that this Agreement is terminated in accordance with paragraph C of this section, the City may take possession of any work and may complete any work by whatever means the City may select. The cost of completing said work shall be deducted from the balance which would

have been due to the Consultant had the Agreement not been terminated and work completed in accordance with contract documents.

- E. The Consultant may terminate this Agreement if it is found that the City has violated any material term or condition of this Agreement. In the event of such default by the City, the Consultant shall give ten (10) days written notice to the City of the Consultant's intent to terminate the Agreement. City shall have ten (10) days from notification to remedy the conditions constituting the default.

19. TAXES

The Consultant shall pay all sales and use taxes required to be paid to the State of Iowa on the work covered by this Agreement. The Consultant shall execute and deliver and shall cause any sub-consultant or subcontractor to execute and deliver to the City certificates as required to permit the City to make application for refunds of said sales and use taxes as applicable. The City is a municipal corporation and not subject to state and local tax, use tax, or federal excise taxes.

20. SEVERABILITY

If any portion of this Agreement is held invalid or unenforceable by a court of competent jurisdiction, the remaining portions of this Agreement shall continue in full force and effect.

21. MISCELLANEOUS HEADINGS

Title to articles, paragraphs, and subparagraphs are for information purposes only and shall not be considered a substantive part of this Agreement.

22. FURTHER ASSURANCES

Each party hereby agrees to execute and deliver such additional instruments and documents and to take all such other action as the other party may reasonably request from time to time in order to effect the provisions and purposes of this Agreement.

23. COUNTERPARTS

This Agreement may be executed in any number of counterparts, each of which shall constitute an original document, no other counterpart needing to be produced, and all of which when taken together shall constitute the same instrument.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized officers or agents on the day and year first above written.

CONSULTANT

CITY OF WEST DES MOINES

BY: _____
President

BY: _____
Ryan T. Jacobson, City Clerk

ATTACHMENT 1

SCOPE OF SERVICES

Included in PROFESSIONAL SERVICES AGREEMENT
provided by Civil Design Advantage dated January 29, 2016
under Task 1 thru Task 7

ATTACHMENT 2

PROJECT SCHEDULE

Task 1 – Concept Refinement	February, 2016
Task 2 – Site Plan Drawings	March, 2016
Task 3 – Storm Water Management Plan	March, 2016
Task 4 – Design, Coordination and Approval Meetings	April, 2016
Task 5 – Limited Construction Administration	May, 2016
Task 6 – Bioretention Basin Record Drawing	June, 2016
Task 7 – SWPPP & NPDES Permit	April, 2016

ATTACHMENT 3

COMPENSATION

**Included in PROFESSIONAL SERVICES AGREEMENT
provided by Civil Design Advantage dated January 29, 2016
under Compensation**

PROFESSIONAL SERVICES AGREEMENT

PARTIES:

This agreement is made between the following parties:

Client: City of West Des Moines, Iowa

and

Engineer: Civil Design Advantage, LLC

For services regarding the following project:

Project Name: Woodland Hills Park Water Quality Management Practices

Location: West Des Moines, Iowa

SCOPE:

The ENGINEER agrees to perform the following professional services in connection with the Project:

See attached Exhibit 'A'

COMPENSATION:

The CLIENT agrees to compensate the Engineer for services rendered under this agreement as follows:

See attached Exhibit 'B'

This agreement is subject to the General Conditions attached.

CLIENT

ENGINEER



DATE

January 29, 2016

DATE

GENERAL CONDITIONS

1. Neither the CLIENT nor the ENGINEER shall assign or otherwise transfer their duties under this agreement without the written consent of the other.
2. This written agreement shall govern over any discrepancies or inconsistencies resulting from previous representations of scope or compensation projections.
3. CLIENT represents that CLIENT is the property owner or that CLIENT represents the property owner as an authorized agent related to the scope of this agreement. This agreement constitutes a contractual obligation between CLIENT, property owner, its related entities and ENGINEER.
4. CLIENT shall secure all necessary consents required to complete the Services and will execute any necessary agreements for the ENGINEER to access the site. ENGINEER shall be responsible for supervision and site safety measures for its own employees, but shall not be responsible for the supervision or health and safety precaution for any other parties, including CLIENT, CLIENT'S contractors, subcontractors or other parties present at the site.
5. Services performed by ENGINEER under this agreement are intended to be conducted in substantial conformance to locally accepted industry standards under similar conditions. No other representations, expressed or implied, and no guarantee or warranty is included in this agreement or in any other document or opinion represented by ENGINEER.
6. Construction cost projections provided by ENGINEER are based on ENGINEER'S experience. Actual bids, proposals and costs may vary from these projections and ENGINEER does not warrant the accuracy of these projections as ENGINEER has no control over construction practices or market conditions.
7. All drawings, specifications and other work product (including all electronic media) of the PROJECT shall remain the property of the ENGINEER. Any reuse of this product by the CLIENT is at CLIENT'S risk unless written permission is granted by ENGINEER. Any reuse of this product shall entitle the ENGINEER to further compensation, as determined by ENGINEER.
8. The CLIENT will require any Contractor or Subcontractor performing work in connection with drawings and specifications produced under this agreement to hold harmless, indemnify and defend the CLIENT and the ENGINEER, their consultants and each of their officers, agents and employees from any and all liability claims, losses, or damages arising out of or alleged to arise from the Contractor's or Subcontractor's negligence in the performance of the work described in the construction contract documents.
9. Neither party shall hold the other responsible for damages or delay in performance caused by acts of God, accidents, Government acts or other events beyond the control of the other.
10. CLIENT and ENGINEER have evaluated the risks and rewards associated with this agreement, including the ENGINEER'S fee relative to the risks assumed, and agree to allocate certain of the risks so, to the fullest extent permitted by law, the total aggregate liability of the ENGINEER to the CLIENT and to all contractors and subcontractors on the PROJECT due to any and all injuries, damages, claims, losses or expenses (including attorney and expert fees) arising out of the ENGINEER'S services or this agreement regardless of cause(s) or the theory of liability, including the ENGINEER'S professional negligent acts, errors or omissions shall not exceed the Engineer's total fee of services on the PROJECT, or \$25,000, whichever is less.
11. Any direct project expenses including governmental fees shall be paid directly by the CLIENT. Services not specifically stated in scope shall not be assumed to be included in ENGINEER'S responsibilities unless provided in writing by ENGINEER.
12. The ENGINEER may cease work on the project and the CLIENT shall waive any claim against the ENGINEER should CLIENT fail to pay ENGINEER any undisputed claims within 30 days following invoice date. CLIENT shall notify ENGINEER within 10 days of invoice date of any disputed claims in writing. Should this period expire, CLIENT shall have waived its rights to recourse against ENGINEER. Should CLIENT object to all or a portion of the invoice within the 10-day period, CLIENT shall pay the undisputed portion of the invoice and shall work with ENGINEER to resolve the matter within 60 days of written disputed claim. Either party may terminate agreement if a resolution is not achieved within the 60-day period as allowed in the termination portion of the agreement.
13. The ENGINEER or CLIENT may terminate this agreement, after giving 10 days written notice to the other party. The ENGINEER shall be paid, within 10 days, for services provided to the termination date. Should project be remobilized, CLIENT shall also pay the cost of remobilization.
14. Should full compensation of invoice not be provided to ENGINEER by CLIENT within 30 days of invoice date, said compensation shall be deemed past-due and shall accrue interest at 1.5% per month from the 30th day unless a written waiver is provided by ENGINEER. The CLIENT is also responsible for legal fees should litigation be required for ENGINEER to obtain compensation from CLIENT.
15. ENGINEER may, without notice, file a Lien against CLIENT'S property or current property owner, should CLIENT fail to abide by the payment terms of this agreement. The Lien will include interest terms previously noted and CLIENT shall also be responsible for associated legal and administrative fees. Should Lien Waivers be requested by CLIENT, the waivers shall only waive the ENGINEER'S ability to Lien for the compensation amount paid by CLIENT and no other warranties or conditions shall apply.
16. ENGINEER is not responsible for the monitoring, implementing or updating of the Storm Water Pollution Prevention Plan. It is the CLIENT'S sole responsibility to abide by the US Environmental Protection Agency, Iowa Department of Natural Resources or other permitting authorities rules and regulations.
17. Hourly services shall be billed for personnel time, materials and mileage in accordance with the current Standard Fee Schedule. The Standard Fee Schedule will be updated yearly and shall take effect on the first billing period of each year unless other arrangements are made in writing. Lump Sum Fee services are valid for 60 days from contract date to initiate contract and are valid for one year from contract date once contract is initiated.
18. CLIENT agrees that execution of this Professional Service Agreement (PSA) is a material element of the consideration ENGINEER requires to execute the Services, and if Services are initiated by ENGINEER prior to execution of this PSA as an accommodation for CLIENT at CLIENT'S request, (whether verbal, written, electronic or other) both parties shall consider that commencement of Services constitutes formal acceptance of all terms and conditions of this PSA. In the event CLIENT uses a purchase order or other form to administer this PSA, the use of such form shall be for convenience purposes only and any additional or conflicting terms it contains are stricken.
19. ENGINEER and CLIENT shall defend, indemnify and hold harmless the other, their agents, and employees, from and against all legal liability for all claims, losses, damages and expenses to the extent such claims, losses, damages or expenses are caused by their negligent acts, errors, or omissions. In the event such claims, losses, damages or expenses are caused by the joint or concurrent negligence of the ENGINEER and CLIENT, they shall be borne by each party in proportion to its own negligence under comparative fault principles. Causes of action arising out of ENGINEER'S services of this PSA regardless of cause(s) or theory of liability, including negligence, indemnity or other recovery shall be deemed to have accrued and the applicable statute of limitations shall commence to run not later than the date of ENGINEER'S substantial completion of services on the project.
20. Neither party shall be liable to the other for loss of profits or revenue, loss of use or opportunity, loss of good will, cost of substitute facilities, goods or services, cost of capital or for any special, consequential, indirect, punitive or exemplary damages.
21. If topographic survey services are included within the scope of services of this agreement, ENGINEER shall utilize Iowa One-Call for locating of public utilities which typically results in map location of utilities (no locates in the field). If CLIENT wishes something other than map locates, CLIENT shall employ a utility locating service to provide field locates for the ENGINEER. CLIENT shall provide the location and/or arrange for the marking of private utilities and subterranean structures. ENGINEER shall take reasonable care to acquire the location of known utilities and subterranean structures. ENGINEER shall not be responsible for damage or injury to subterranean structures or utilities that are not called to ENGINEER'S attention, are incorrectly marked, including by a utility locate service, or are incorrectly shown on information furnished to ENGINEER.
22. CLIENT agrees that if changes are made during construction without the consultation of the ENGINEER, the CLIENT holds ENGINEER harmless for said changes.

EXHIBIT 'A'

Woodland Hills Park Water Quality Management Practices
West Des Moines, Iowa
1/22/2016

PROJECT DESCRIPTION

The City of West Des Moines has requested a proposal for professional design services for a parking lot and water quality best management practices for the Woodland Hills Park. The site is generally located east of South 95th Street, west of South 93rd Street, south of the new Woodland Hills Elementary school within the larger Woodland Hills of WDM neighborhood.

Design services will include site plan documents for a parking lot and four bioretention cells, and a storm water management plan incorporating water quality best management practices. Civil Design Advantage (CDA) will provide the following Scope of Services:

Task 1 - Concept Refinement

Utilizing the concept provided by CLIENT, CDA shall refine the concept overlaid onto the previously acquired topographic survey. CDA believes we have enough information to complete site plan documents, as such no topographic survey is included in this scope of service. Specifically, refinement will illustrate parking, and landscape setbacks, buffers, access locations, sidewalks, parking geometry, parking lot permeable pavers, bioretention cells and soil quality restoration areas. Grading, utility, and landscape design outside of the bioretention cells are excluded from this TASK. The goal is to have consensus from CLIENT on 2-D geometric layout prior to proceeding to formal Site Plan drawings.

Task 2 - Site Plan Drawings

CDA shall prepare Site Plan Drawings for the purpose of bidding and construction. For efficiency, Construction Document information shall be included within the Site Plan drawings for construction purposes (this proposal excludes the creation of a separate set of Construction Documents). Site plan documents specifications will reference the 2016 Edition of the Iowa Statewide Urban Design and Specifications and the Iowa Storm Water Management Manual. Site Plan limits are as shown on the attached concept plan. Site Plan drawings will include:

Cover Sheet

- The Cover Sheet will identify general project information such as Bulk Regulations, sheet index, etc.

Dimension Plan

- The Dimension Plan will illustrate setback requirements, access locations, bioretention cells, parking accommodations, sidewalks, and drives. Site plan excludes restroom building and field design. Suitable dimensioning will be added to correctly locate the proposed features. Dimension plan will include a bioretention cell planting plan.

Grading Plan

- The Grading Plan will show the direction of storm water drainage, storm water detention area(s), and establish the elevation of the proposed parking and storm water detention areas. The Grading Plan will also show spot elevations, and illustrate proposed contours at 1' intervals.

Task 3 - Storm Water Management Plan

A Storm Water Management Plan, including storm water calculations, will be prepared in conjunction with the Site Plan drawings and submitted along with the Site Plan submittal package to the City of West Des Moines. This proposal includes storm water quality treatment calculations and design and assumes the project will incorporate bioretention cells, soil quality restoration, and permeable pavers for water quality treatment. Storm Water Management Plan will include a summary chart of the added theoretical benefits provided by each best management practice.

EXHIBIT 'A'

Task 4 - Design, Coordination and Approval Meetings

CDA will participate in design / coordination meetings with CLIENT and/or City Staff during the design phase of the project. CDA has assumed 2 meetings during the design of this project. Presence at additional meetings (including meetings with adjacent land owners) shall be considered an additional service per CDA's Standard Fee Schedule.

Task 5 - Limited Construction Administration

During the Construction phase of the site work, CDA shall assist the CLIENT with answering construction questions. CDA will also review and respond to site-related submittals and shop drawings generated by the general contractor and assist with preparation of change orders and supplemental instructions, and responses to RFI's, if necessary. Submittals will be reviewed and returned, with CDA's submittal review stamp affixed and with the appropriate notations and level of acceptance. This TASK does not include any observation trips to the site.

Task 6 - Bioretention Basin Record Drawing

CDA shall survey the constructed detention basin and outlet structure after construction is complete. CDA shall perform volume calculations of the constructed basin and compare it to the design for satisfaction of intended detention capacity. If the calculations conclude that the basin has the required storage volume, CDA shall prepare an exhibit stating as such. If calculations conclude the basin was constructed improperly and capacity is not adequate, additional survey and calculations will be required and is not included within this scope of work.

Task 7 - Storm Water Pollution Prevention Plan (SWPPP) & NPDES Permit

CDA will prepare an initial Storm Water Pollution Prevention Plan (SWPPP) for use during construction. The fee quoted is for a one-time preparation of the SWPPP document (prior to construction). The CLIENT or OWNER will be responsible for monitoring the site and keeping the SWPPP current throughout each phase of construction. CDA will also prepare and publish a "Notice of Intent" in one area newspaper and prepare an Iowa Department of Natural Resources (IDNR) National Pollution Discharge Elimination Service (NPDES) "Notice of Intent" for the OWNER to sign and submit to the Iowa DNR. Included within this task will also be the preparation of the local jurisdiction's grading permit to be signed by the OWNER which will be submitted with the SWPPP into the city. CDA is not responsible for keeping the SWPPP updated throughout construction or for distribution of the plan to contractors. It will be the duty of the CLIENT or CLIENT'S agent to see that all contractors receive a copy of the SWPPP and sign the certification statements. It is also the duty of the CLIENT or CLIENT'S agent to periodically update the SWPPP throughout construction to meet all EPA, IDNR and local governmental agency's requirements.

EXHIBIT 'A'

The following is a list of services not included in current scope of services or compensation. This list is provided to further define this agreement scope. The list includes, but is not limited to;

- **Due Diligence**
 - Phase 1 Environmental Site Assessment (ESA)
 - Wetlands Delineation / Mitigation
 - Endangered Species Studies
 - Geotechnical Exploration / Testing / Pavement Thickness Calculations
 - Submittal / Permitting Fees
 - Rezoning
 - Obtaining Signatures and/or Consent from Adjacent Land Owners
 - Annexation / Board of Adjustment Variance Requests
 - Traffic Impact Analysis / Traffic Studies / Traffic Signal Design
 - Right-of-Way Services
 - Due diligence reports / investigations / pro-formas
 - Zoning Compliance Verification of Overall Site
- **Entitlement, Design, and Permitting**
 - Private Utility Service Locates
 - Tree Survey / Mitigation Calculations
 - Submittal / Permitting Fees
 - Topographic Survey of any kind
 - Preliminary Plat
 - Final Plat
 - Plat of Survey
 - Acquisition Plat
 - Easement Exhibits
 - Legal Documents
 - Opinions of Probable Construction Cost
 - Iowa Department of Transportation (DOT) Permits
 - US Army Corps of Engineers (USACE) and Iowa Department of Natural Resources (IDNR) Environmental Permitting
 - Wetlands Mitigation
 - Changes based on concept plan revisions once CLIENT has issued authorization to proceed with preparation and submission of the official Plan Submittal package to the Jurisdiction Having Authority (this excludes comments from City/County Staff that require changes through the Plan review process).
- **Specification Preparation – Reference Current Edition of “Iowa Statewide Urban Design and Specifications”**
- **Lighting / Foot-candle Designs / Franchise Utility Designs**
- **Existing Utility Capacity Analysis**
- **Watermain Sizing**
- **Irrigation Plan**
- **Landscape Design / Entrance Features / Signage**
- **Design of Off-site Improvements of Any Kind**
- **Signage Design**
- **Structural Design (including retaining walls or other structural elements)**
- **Revisions to SWPPP (after Site Plan approval)**
- **Regional / Off-site Storm Water Management Studies & Analysis**
- **Underground detention design**
- **Lift Station, sump pump, septic system or grease interceptor designs**
- **Well Water design**
- **LEED certifications or extensive conservation design**
- **Autoturn turn-path analysis**
- **Individual Residential Lot Site Plans**
- **Bid Phase Services**
 - Bid Document Distribution
 - Advertisements for Bid
 - Bid Solicitation
 - Pre-Bid Meeting
- **Construction Phase Services**
 - Construction Staking
 - Full Time Construction Administration
 - Construction Observation
 - Pay Application Review
 - SWPPP Monitoring / SWPPP Plan Updates
 - ALTA Survey Requirements
- **Meetings**
 - With adjacent land owners
 - Neighborhood meetings
 - Meetings beyond those identified in the Scope of Services

COMPENSATION

Civil Design Advantage will perform the above Scope of Services for the following proposed fees plus expenses:

<u>TASK</u>	<u>Description</u>	<u>Amount</u>	<u>Terms</u>
1	Concept Refinement	\$ 800	Lump Sum
2	Site Plan Drawings (Parking Lot)	\$ 1200	Lump Sum
2	Site Plan Drawings (Water Quality Practices)	\$ 1550	Lump Sum
3	Storm Water Management Plan (including water quality)	\$ 1500	Lump Sum
4	Design and Coordination Meetings	\$ 300	Hourly (Estimate)
5	Limited Construction Observation (<i>hourly services</i>)	\$ 750	Hourly (Estimate)
6	Bioretention Basin Record Drawing	\$ 750	Lump Sum
7	SWPPP & NPDES Permit	\$ 1600	Lump Sum
		<u>\$ 8450</u>	

Estimated Reimbursable Expenses*

Grading Plan Application Fee \$ 110

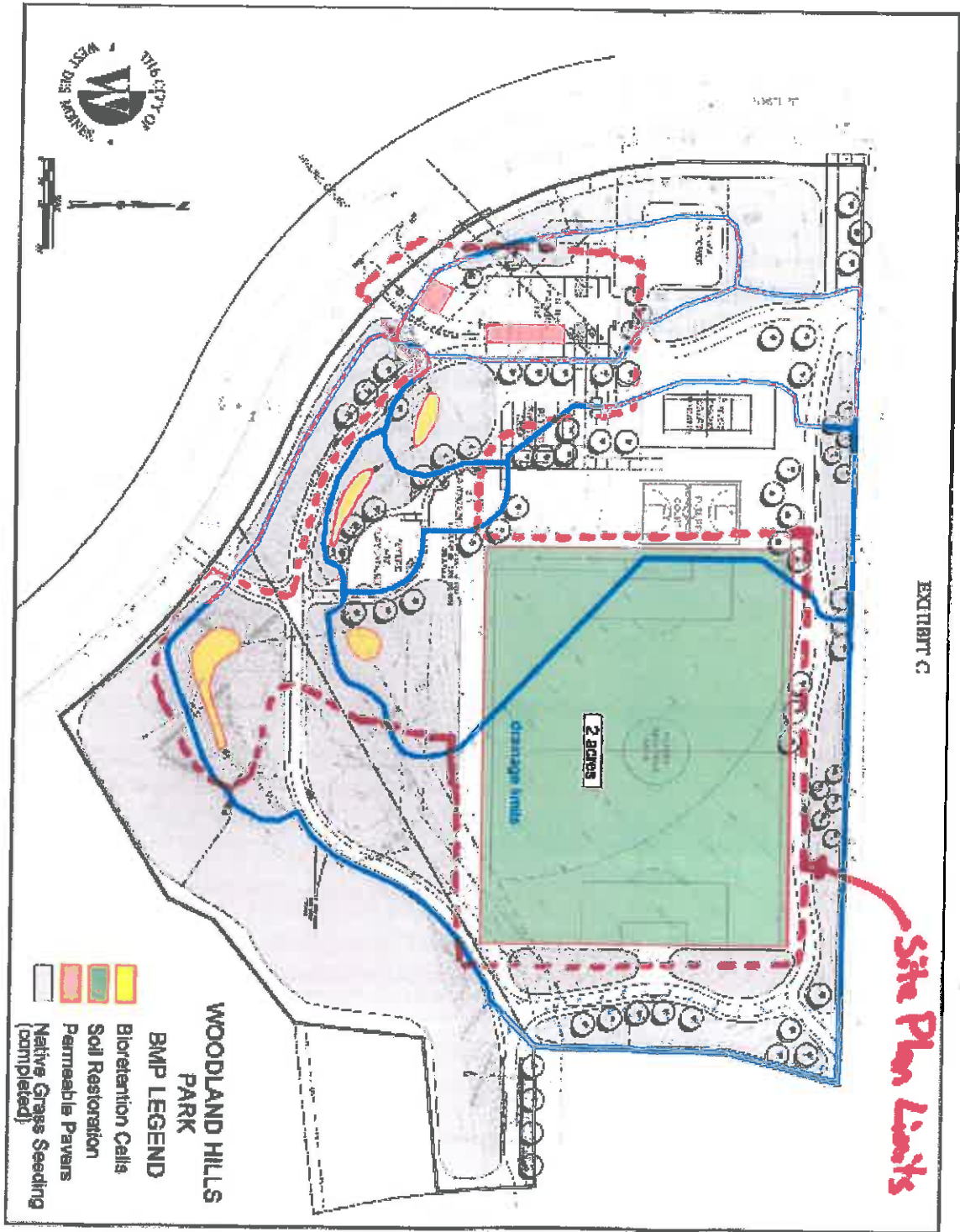
*All expenses shall be billed on an actual cost basis (see attached Standard Fee Schedule)

\$ 8560 TOTAL

STANDARD FEE SCHEDULE
2015 – 2016
CIVIL DESIGN ADVANTAGE, LLC

<u>Classification</u>	<u>Billing Rate</u>	<u>Unit</u>
Principal / Senior Engineer	\$157 /	hour
Principal / Senior Land Surveyor	\$157 /	hour
Senior Engineer	\$148 /	hour
Engineer 8	\$142 /	hour
Engineer 7	\$132 /	hour
Engineer 6	\$122 /	hour
Engineer 5	\$113 /	hour
Engineer 4	\$103 /	hour
Engineer 3	\$93 /	hour
Engineer 2	\$84 /	hour
Engineer 1	\$75 /	hour
Senior Technician	\$114 /	hour
Technician 8	\$105 /	hour
Technician 7	\$100 /	hour
Technician 6	\$90 /	hour
Technician 5	\$83 /	hour
Technician 4	\$74 /	hour
Technician 3	\$65 /	hour
Technician 2	\$58 /	hour
Technician 1	\$48 /	hour
Project Manager 8	\$133 /	hour
Project Manager 7	\$124 /	hour
Project Manager 6	\$119 /	hour
Project Manager 5	\$115 /	hour
Project Manager 4	\$106 /	hour
Administrative 3	\$70 /	hour
Administrative 2	\$52 /	hour
Administrative 1	\$40 /	hour
Mileage	Current IRS Rate /	mile
Plots (Black & White)	\$1.35 /	sheet
Plots (Color)	\$30 /	sheet
Mylar Plots	\$15 /	sheet
Copies (Black & White)	\$0.10 /	page
Copies (Color)	\$0.75 /	page

EXHIBIT C



**CITY OF WEST DES MOINES
CITY COUNCIL MEETING COMMUNICATION**

ITEM: Motion – Approval of Application for West Des Moines
Community Enrichment Foundation Grant

DATE: February 8, 2016

FINANCIAL IMPACT: This grant, if approved by the West Des Moines Community Enrichment Foundation would provide \$2,000 for additional programming for the 2016 Mayor's Bike Ride.

SYNOPSIS: The West Des Moines Parks and Recreation Department has an interest in supporting unique and interesting projects and events related to the health and wellness of our community. We are seeking approval to apply for a \$2,000 West Des Moines Community Enrichment Foundation grant to help support two special programs to be incorporated to the 2016 Mayor's Bike Ride. One program creates a challenge for the West Des Moines Elementary Schools and the other creates a program for the West Des Moines Business Community.

BACKGROUND: Elementary Participation Challenge, each West Des Moines Elementary School will be in a challenge against each other to see who can have the highest student participation in the 2016 Mayor's Bike Ride to be held on Saturday, May 14. The goals of the challenge are to increase the awareness of the health benefits of riding bicycles, increasing youth participation in the event, promoting safe riding, and the celebration of National Bike Month. Each elementary school that has student participation will receive a monetary amount. The two highest schools participating will receive \$200, the next three schools will receive \$150 and the final three schools will receive \$100. Funding needed to support the elementary participation challenge is \$1,150. An additional \$350 would be needed for special promotions and marketing efforts for a total project cost of \$1,500. Parks and Recreation Staff have confirmed cooperation for marketing and promoting efforts with the West Des Moines School District. This new challenge will be incorporated into the third annual Mayor's Bike Ride and the West Des Moines Community Enrichment Foundation logo will be used on all promotional pieces when possible.

The Mayor's Cup, a new unique category is also being created to support the West Des Moines Business Community. The business with the highest amount of participation in the 2016 Mayor's Bike Ride will receive the "traveling trophy" for one year. The goal of this program is to provide an activity in which business can compete against each other in a community event that promotes health and wellness. The West Des Moines Chamber of Commerce has committed to helping with the promotions and marketing. Total projected cost of adding the Mayor's Cup Challenge to the 2016 Mayor's Bike Ride will be \$500. Funds will be used for special marketing and promotions to the business community. This new challenge will be incorporated into the third annual Mayor's Bike Ride and the West Des Moines Community Enrichment Foundation logo will be used on all promotional pieces when possible.

Promotions and Marketing. The campaign will include several different types of programs. The event is being published in the West Des Moines Parks and Recreation Spring/Summer 2016

Program Guide which is mailed to all West Des Moines households. The publication will also be mailed to over 1,700 non-resident households. The event will be promoted on the Parks and Recreation Website, Facebook page (2800 followers), and Twitter (980 followers). The Department's constant contact email service will also be used to reach over 2,500 previous Parks and Recreation participants.

The event will be on the Des Moines Bicycle Collective Bike Month Passport (incentive program) that coincides with National Bike Month which is May. The ride will be promoted through all of their marketing tools which are distributed metro wide. The event has also been posted on bikeiowa.com and has received several thousand views. The West Des Moines School District will be distributing the information in the electronic back pack program which is available to all elementary students weekly and information will be available at the schools.

The West Des Moines Chamber of Commerce will be pushing out information to their members via their email list serve and posting event information on their web page. The event will also be featured on the Catch Des Moines Active web site which is administered by the Greater Des Moines Convention & Visitors Bureau. The Des Moines Register will also be utilized for pre-event and post-event information. Parks and Recreation staff will also be promoting the event at the Farmers Market in Valley Junction which is celebrating National Bicycle Month on Thursday, May 12. Finally, staff is working on securing advertisement in high profile businesses for additional exposure.

The campaign includes several promotional item which will increase our exposure and enhance the event. These include but are not limited to: posters, t-shirts, bike jerseys, water bottles, awards and signage.

The six page application is attached.

OUTSTANDING ISSUES: None

RECOMMENDATION: Motion to approve the application for a West Des Moines Community Enrichment Foundation Grant.

Lead Staff Member: Greg Hansen, Superintendent of Recreation



STAFF REVIEWS

Department Director	
Appropriations/Finance	
Legal	
Agenda Acceptance	RTG

PUBLICATION(S) (if applicable)

Published In	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee			
Date Reviewed			
Recommendation	Yes	No	Split



West Des Moines
Community Enrichment Foundation

West Des Moines Community Enrichment Foundation

www.wdmcef.org

Grant Application Overview (unprintable)

Mission Statement

Our mission is to preserve and improve the quality of life in West Des Moines by engaging others in philanthropic support and services.

What We Support

The West Des Moines Community Enrichment Foundation will provide grants to improve quality of living initiatives in West Des Moines, Iowa. Areas of foundation giving include: arts & culture, community affairs & development, education, environmental protection, health, historic preservation and human services.

Eligibility to Apply for Funding:

Tax exempt, non-profit entities classified by the IRS as 501(c)(3) or a 170 (c)(1) governmental entity

If not 501(c)(3), must have a fiscal sponsor who will be legally & financially responsible

One application per organization

Grant request minimum is \$2,000.00; maximum is \$ _____

Application Deadline:

Grant applications are due the first day of each quarter: March, June, August, and December
A response of Accepted or Denied or More Information Needed will be returned within 30 days

Please forward completed application to:

Helen Eddy
209 South 27th Street
West Des Moines, IA 50265
heddy@hy-vee.com

Grant Application Instructions

Checklist/Instructions:

- X Organizational information has been completed
- X Contact information has been completed
- X Project summary has been completed
- X Project budget detail has been completed
- X Project narrative information has been completed
- X Project timeline has been completed
- X Project promotion section has been completed
- N/A Project certification has been completed
- X 1 Original and 6 stapled copies of entire application (may not apply)
- X All grant applications postmarked with US Post Office postmark on or before deadline
- N/A Copy of 501(c)(3) IRS Determination letter attached to grant application or comparable proof of charitable exemption (i.e. a letter from a City, confirming their status as a government entity)
- X Fiscal Sponsorship agreement completed if a fiscal sponsor is being used

Definitions/Explanations

Fiscal Sponsor is an organization that is receiving the money on behalf of the grant applicant and is responsible for disbursing the money for the project and maintaining appropriate documentation. This entity must be a 501(c)(3) or a 170(c)(1) unit of government in order to serve in this capacity. A fiscal sponsorship agreement must accompany the grant application if a fiscal sponsor is being used.

Organizations must be recognized by the Internal Revenue Service as tax-exempt, nonprofit, public charities under section 501(c)(3) or as a "unit of government" under Section 170(c)(1) to receive grant funding. A 501(c)(3) is a section of the Federal Tax Code, which establishes the criteria for tax-exempt charitable organizations. Section 170(c)(1) refers to agencies that conduct activities to benefit the public at large, like public schools, state universities, public libraries and volunteer fire departments.

Grant Application Cover Page

Applicant Requesting Funding/Fiscal Sponsor (if the organization is not a 501(c)(3):

Greg Hansen, Superintendent of Recreation, City of West Des Moines Parks and Recreation Department

Project Title:

2016 Mayor's Bike Ride

Federal tax identification number of Applicant/Fiscal Sponsor (EIN):

42-6005359

Applicant/Fiscal Sponsor Address:

The City of West Des Moines, 4200 Mills Civic Parkway, PO Box 65320, West Des Moines, IA 50265-0320

Applicant/Fiscal Sponsor Contact Person & Title:

Greg Hansen, Superintendent of Recreation

Applicant/Fiscal Sponsor Contact Person Phone & Email:

(515) 222-3448 greg.hansen@wdm.iowa.gov

Organization conducting project (if different from Applicant/Fiscal Sponsor):

Organization/Project Address (if different):

Organization/Project Contact Person & Title (if different):

Organization/Project Contact Person Phone & Email (if different):

Total Cost of Project: \$2,000.00

Amount Requested: \$2,000.00

Type of Request (check one):

Capital Based – The building of or physical improvement of something

Program Based – Operational, activity, general programmatic support

Project Focus Area (check one):

Arts/Culture/Humanities

Human Services

Education

Environment/Animals

Public/Society Benefit

Health

Other

Brief Description of Organization:

The City of West Des Moines Parks & Recreation Department helps improve the quality of life for the people of our community with a variety of recreational programs, parks & open spaces.

Brief Description of Project: (If your organization is not a 501(c)(3), please describe the charitable intent of this request.)
\$1,500 for elementary school participation challenge for 2016 Mayor's Bike Ride. Each West Des Moines Elementary School will be in a challenge against each other to see who can have the highest student participation in the 2016 Mayor's Bike Ride to be held on Saturday, May 14. The goals of the challenge are to increase the awareness of the health benefits of riding bicycles, increasing youth participation in the event, promoting safe riding, and the celebration of National Bike Month. Each elementary school that has student participation will receive a monetary amount. The two highest schools

participating will receive \$200, the next three schools will receive \$150 and the final three schools will receive \$100. Funding needed to support the participation challenge is \$1,150. An additional \$350 would be needed for special promotions and marketing efforts for a total project cost of \$1,500. Parks and Recreation Staff have confirmed cooperation for marketing and promoting efforts with the West Des Moines School District. This new challenge will be incorporated into the third annual Mayor's Bike Ride and the West Des Moines Community Enrichment Foundation logo will be used on all promotional pieces when possible.

\$500 for 2016 Mayor's Bike Cup. A new unique category is being created to support the West Des Moines Business Community, The Mayor's Cup. The business with the highest amount of participation in the 2016 Mayor's Bike Ride will receive the "traveling trophy" for one year. The goal of this program is to provide an activity in which business can compete against each other in a community event that promotes health and wellness. The West Des Moines Chamber of Commerce has committed to helping with the promotions and marketing. Total projected cost of adding the Mayor's Cup Challenge to the 2016 Mayor's Bike Ride will be \$500. Funds will be used for special marketing and promotions to the business community. This new challenge will be incorporated into the third annual Mayor's Bike Ride and the West Des Moines Community Enrichment Foundation logo will be used on all promotional pieces when possible.

Promotions and Marketing. The campaign will include several different types of programs. The event is being published in the West Des Moines Parks and Recreation Spring/Summer 2016 Program Guide which is mailed to all West Des Moines households. The publication will also be mailed to over 1,700 non-resident households. The event will be promoted on the Parks and Recreation Website, Facebook page (2800 followers), and Twitter (980 followers). The Department's constant contact email service will also be used to reach over 2,500 previous Parks and Recreation participants.

The event will be on the Des Moines Bicycle Collective ***Bike Month Passport*** (incentive program) that coincides with National Bike Month which is May. The ride will be promoted through all of their marketing tools which are distributed metro wide. The event has also been posted on bikeiowa.com and has received several thousand views. The West Des Moines School District will be distributing the information in the electronic back pack program which is available to all elementary students weekly and information will be available at the schools.

The West Des Moines Chamber of Commerce will be pushing out information to their members via their email list serve and posting event information on their web page. The event will also be featured on the Catch Des Moines *Active* web site which is administered by the Greater Des Moines Convention & Visitors Bureau. The Des Moines Register will also be utilized for pre-event and post-event information. Parks and Recreation staff will also be promoting the event at the Farmers Market in Valley Junction which is celebrating National Bicycle Month on Thursday, May 12. Finally, staff is working on securing advertisement in high profile businesses for additional exposure.

The campaign includes several promotional item which will increase our exposure and enhance the event. These include but are not limited to: posters, t-shirts, bike jerseys, water bottles, awards and signage.

Questions of Purpose

1. *Describe the need or problem being addressed by this project:* Funding is needed to support the "prize money" given to the elementary schools for participating and for the special promotions and marketing efforts. Each school participating will receive funding if they participate. Additional funding for the Mayor's Cup will allow this program to be launched. The Parks and Recreation Department does not have the funds available to fund these two programs which would enhance the 2016 Mayor's Bike Ride.
2. *Explain how this project will benefit the citizens of West Des Moines:* This challenge will provide an incentive for the elementary children to participate in a quality of life/recreational program coordinated by the Parks and Recreation Department. The citizens of West Des Moines have invested in our bicycling amenities. This program will place them directly on those amenities while providing some additional funding for the elementary schools. It is a two-fold approach, increase participation for exposure to our City

resources and for the opportunity for the elementary schools to earn some extra money. The Mayor's Cup allows for the business community to become actively engaged in our community.

3. *Explain your organization's ability to carry out and ensure success of this project:* As a Parks and Recreation Department we plan, organize and administer various recreation programs and events throughout the year in the City. We also have the support of other City Departments such as Public Safety and Public Works to ensure proper safety and other related matters are in place. This will be our third Mayor's Bike Ride.
4. *Describe the timeline of the project:*
 - January: pre-planning, sponsorships, marketing strategies, route reviews
 - February 2016: special event application, lock in sponsorships, finalize promotional & marketing pieces
 - March 2016: launch marketing campaign
 - April 2016: route review, monitor sign-ups, increase marketing and promotions where and when needed
 - May 2016: promote event at Valley Junction Farmers Market Event on May 12. Hold event on May 14. Survey out to participants after event.
 - June 2016: survey review, wrap up meeting with recommendations for next year
5. *Have you previously received funding from the West Des Moines Community Enrichment Foundation? Yes If so, when?* 2011-WDM Teen Center Climbing Wall; 2012-Art on the Campus Exhibit; 2013-Raccoon River Park Archery Facility; 2015-WDM Park Financing Analysis and Citizen Survey.

Fiscal Sponsorship Agreement

Date: January 25, 2016

Fiscal Sponsor (Legal Applicant): City of West Des Moines Park and Recreation Department

Fiscal Sponsor Contact Person and Email: Greg Hansen greg.hansen@wdm.iowa.gov

Fiscal Sponsor Full Mailing Address: 4200 Mills Parkway, P.O. Box 65320, West Des Moines, IA 50265

Sponsored Organization Conducting Project: West Des Moines Parks and Recreation

Project Name: 2016 Mayor's Bike Ride Elementary Challenge

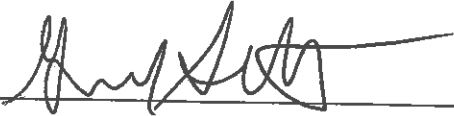
(Legal Applicant/Fiscal Sponsor, hereafter referred to as **The Sponsor**) has agreed to serve as a fiscal/program sponsor for the (Organization conducting project, hereafter referred to as the **Sponsored Org.**) as outlined in the attached application and supporting materials. The Board of Directors of **The Sponsor** has passed a resolution adopting the **Sponsored Org.**'s project as a program or project consistent with the **Sponsor's** purpose and mission. **The Sponsored Org.**'s financial activities will be accounted for as a program of **The Sponsor** for IRS auditing and financial reporting purposes.

Since the **Sponsored Org.** is not recognized by the IRS as a charitable tax-exempt entity, **The Sponsor** must exercise full control over the **Sponsored Org.**'s financial administration, management and disbursement of funds resulting from this grant application. **The Sponsor** has delegated Greg Hansen (name of person/s) as responsible for fulfilling these accounting and reporting functions subject to the ultimate authority of the Board of Directors of **The Sponsor**. **The Sponsor** is responsible for ensuring completion of timely

reports and submission of necessary financial statements to the Community Foundation's Administrative Office (contact info below). Failure to insure timely reporting on behalf of the **Sponsored Org. /Sponsor** will also result in a loss of good standing.

This agreement will be in effect from the date of a grant award to support the above-named project until the grant funds are expended and the final report has been submitted and accepted.

We agree to the terms stated above in this agreement:

Legal Applicant/ Fiscal Sponsor Representative Signature: 

Printed Name: Gary Scott

Date: February 1, 2016

Sponsored Organization Representative Signature: 

Printed Name: Greg Hansen

Date: February 1, 2016

Attach to this agreement the **Fiscal Sponsor's 501(c) (3) Tax-Exempt Determination Letter or comparable proof of charitable exemption. (i.e. a letter from a City, confirming their status as a government entity. Contact our Administrative Office with questions, or for examples of a letter from a City.)**

CITY OF WEST DES MOINES CITY COUNCIL MEETING COMMUNICATION

ITEM: Pay Plan - Seasonal/Temporary Employees

DATE: February 8, 2016

FINANCIAL IMPACT: The total city-wide cost of this increase is approximately \$23,500 per year. Each department has sufficient appropriations to meet the requirements of the attached Pay Plan.

BACKGROUND: The seasonal/temporary pay plan is evaluated every calendar year. In order to save administrative and salary cost, several years ago the City changed when the across-the-board (ATB) increase is given to seasonal/temporary staff from July to the beginning of the calendar year.

The last adjustment to this pay plan was January, 2015. The CY2015 Seasonal/Temporary Pay Plan reflected a 2.5% salary range adjustment for all seasonal employees, including the Aquatic staff along with step increases for returning employees that were not at the maximum of the pay range. A step increase under this pay plan is approximately an increase of 3%.

OUTSTANDING ISSUES:

RECOMMENDATION: Approval of the resolution amending the CY2015 Pay Plan for all City of West Des Moines seasonal/temporary employees, including the Aquatic pay matrix.

Lead Staff Member: Jane Pauba Dodge, Human Resources Director

STAFF REVIEWS

Department Director	Jane Pauba Dodge, Human Resources Director	<i>J. Pauba Dodge</i>
Appropriations/Finance	<i>M</i>	
Legal		
Agenda Acceptance	<i>RTG</i>	

PUBLICATION(S) (if applicable)

Published In	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee	Finance & Administration		
Date Reviewed	January 27, 2016		
Recommendation	Yes	No	

RESOLUTION

WHEREAS, the City Council of the City of West Des Moines adopted the 2015-2016 Municipal Budget which includes sufficient appropriations for February, 2016 salary adjustments for all seasonal/temporary employees, (including seasonal aquatic positions) and;

WHEREAS, the Human Resources Director has developed a 2016 Pay Plan and corresponding salary matrix.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WEST DES MOINES, IOWA, that the attached 2016 Pay Plan for Seasonal/ Temporary employees be approved.

PASSED AND APPROVED this 8th day of February, 2016.

Steven K. Gaer, Mayor

ATTEST:

Ryan T. Jacobson, CMC, City Clerk

Seasonal/Temporary Pay Matrix

Effective: January

GRADE	1st Year	2nd Year	3rd Year	4th Year	5th Year	6th Year
1S	7.81	8.03	8.26	8.53	8.77	9.02
2S	8.44	8.70	8.96	9.23	9.52	9.78
3S	9.09	9.36	9.66	9.71	10.23	10.54
4S	9.74	10.05	10.34	10.66	10.96	11.30
5S	11.04	11.38	11.73	12.08	12.43	12.79
6S	11.71	12.04	12.40	12.76	13.15	13.55
7S	13.64	14.06	14.46	14.89	15.36	15.82
8S	16.90	17.38	17.91	18.45	18.99	19.59
9S	18.18	18.74	19.29	19.87	20.48	21.08
10S	19.50	20.08	20.68	21.29	21.92	22.59

% Change: 2.50%

Aquatic Staff Pay Matrix

TITLE	GRADE	1st Year	2nd Year	3rd Year	4th Year	5th Year	6th Year
Lifeguard	AQ-1	9.14	9.40	9.70	10.00	10.28	10.58
Swim Instructor	AQ-2	10.36	10.67	11.00	11.32	11.65	11.99
Swim Lesson Supervisor / Assistant Pool Manager	AQ-3	12.79	13.18	13.56	13.96	14.39	14.82
Pool Manager	AQ-4	15.85	16.31	16.80	17.30	17.81	18.37

% Change 2.50%

Revised:

Position Title	Scale Code
Accounting Clerk	08S
Aerobics Instructor	09S
Assistant Pool Manager	AQ03
Athletic Field Maintenance	06S
Clerk Seasonal	06S
CPR Instructor	06S
Crossing Guard	07S
FCC Liscensing Liason	03S
Firefighter Intermittent	05S
Horticulture Summer Help	03S
Intermittent Engineer Technician	08S
Intern - Children's Department	06S
Intern - Civil Engineer	07S/05
Intern Graduate	07S
Intern Graduate - Civil Engineer	07S
Intern Landscape Architect	06S
Intern Naturalist	03S
Intern Planner	06S
Intern Undergraduate	06S
Intern Undergraduate Accounting	06S
Intern Undergraduate ITS	06S
Intern Undergraduate Planner	06S
Landscape Architect Assistant	06S
Library Worker 1	06S
Library Worker 2	07S
Library Worker 3	08S
Lifeguard	AQ01
Pool Manager	AQ04
Preschool Director	06S
Program Director	05S
PW Seasonal Labor	06S
Recreation Leader 1	01S
Recreation Leader 3	03S
Recreational Assistant	05S
Recreational Leader Intermittent	02S
Recreational Leader Temp/Seasonal	02S
Scorekeeper	02S
Seasonal Forestry Worker 1	06S
Seasonal Forestry Worker 2	07S
Seasonal Horticulturist 1	06S
Seasonal Horticulturist II	07S
Seasonal Park Maintenance Worker I	06S
Seasonal Park Maintenance Worker II	07S
Secretary	08S
Snow Plow Operator	08S
Summer Facility Clerk	04S
Summer Parks/Rec Help	03S
Swim Instructor	AQ02
Swim Lesson Supervisor	AQ03
Temporary Park Maintenance Worker	03S

CITY OF WEST DES MOINES CITY COUNCIL MEETING COMMUNICATION

ITEM: Resolution- Establishing Public Hearing
Regarding FY 2016-2017 Operating and Capital Budgets

DATE: February 8, 2016

FINANCIAL IMPACT:

None at this time.

BACKGROUND:

Chapter 384, Code of Iowa, requires a public hearing on the budget estimates for the proposed expenditures, income, and the amount to be raised by property taxation and tax levies for the fiscal year beginning July 1, 2016. The hearing should be held some time before the final certification date (March 15, 2016). Approving the resolution at tonight's meeting will formally establish the public hearing date of February 22, 2016, for consideration of the FY 16-17 Budget.

RECOMMENDATION:

City Council Adopt:

1. Resolution Establishing Public Hearing Regarding Fiscal Year 2016-2017 Budget
2. Ordering the City Clerk to publish the notice of said hearing

Lead Staff Member: Chris Hamlett, Budget Analyst *CH*

STAFF REVIEWS

Department Director	Tim Stiles, Finance Director <i>TS</i>
Appropriations/Finance	
Legal	
Agenda Acceptance	<i>RTG</i>

PUBLICATION(S) (if applicable)

Published In	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee	NA		
Date Reviewed			
Recommendation	Yes	No	Split

RESOLUTION NO. _____

RESOLUTION SETTING A DATE OF HEARING TO CONSIDER THE PROPOSED ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2016.

WHEREAS, the provisions of Chapter 384, Code of Iowa, require a public hearing on the budget estimates for the proposed expenditures, income and the amount to be raised by property taxation and the tax levies for the fiscal year beginning July 1, 2016, before the final certification date; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WEST DES MOINES, IOWA THAT:

1. A public hearing time and date of 5:35 p.m. on February 22, 2016, is established to consider the Fiscal Year 2016-17 budget.
2. The City Clerk is ordered to publish notice of said hearing in the Des Register, a newspaper of general circulation in the City of West Des Moines, Iowa, in accordance with Iowa Code Section 384.16(3), not less than ten (10) nor more than twenty (20) days prior to the dates for said hearing.

PASSED AND APPROVED, this 8th day of February, 2016.

Steven K. Gaer, Mayor

ATTEST:

Ryan Jacobson, City Clerk

CITY OF WEST DES MOINES CITY COUNCIL MEETING COMMUNICATION

ITEM: Establishing Date of Public Hearings for the issuance of not to exceed \$9,800,000 Essential Corporate Purpose (ECP) and General Corporate Purpose (GCP) General Obligation Bonds

DATE: February 8, 2016

FINANCIAL IMPACT: Final debt service amounts (principal and interest) not known, pending sale date and interest rate charged; projected costs are already included in the fiscal year 2015-16 budget. Staff estimates that actual amount of borrowing under these issuances, based on the underlying projects, is approximately \$9,100,000.

BACKGROUND: Two public hearings scheduled for February 22, 2016, will allow the sale of not to exceed \$9.8 million General Obligation Bonds to partially defray the costs of constructing a number of CIP projects included in prior, current, and future fiscal year budgets. The borrowing is separated into two series in order to comply with rules associated with GCP bonds, which do not permit an issuance of greater than \$700,000.

It is expected that these bonds will close prior to June 30, 2016, so staff has factored the cost of this proposed issuance into the FY 2015-16 Capital and Operating Budgets. Staff will also factor these funds into the total amount of funds available for the CIP program – it is expected that a majority of the proceeds will be expended in FY 2016-17. Following the issuance, the City's debt service levy will drop to the newly-established goal of \$1.95 per \$1,000 of taxable valuation. Analysis of future borrowing needs has been projected by the City's Financial Advisory Firm, Public Financial Management with the assumption that in the future the typical borrowing limit will be approximately \$8.5 million, an increase in the ceilings of previous years, which was closer to \$7.5 million.

The recommended action will establish authorization for the City to receive bids on the sale of the bonds any time after the certification of the FY 2016-17 budgets.

OUTSTANDING ISSUES (if any): None

RECOMMENDATION: Adoption of Resolution instituting proceedings to take additional action on the issuance of not to exceed \$9,800,000 Essential Corporate Purpose General Obligation Bonds, including establishing the date of public hearing.

Lead Staff Member: Tim Stiles, Finance Director 

STAFF REVIEWS

Department Director	
Appropriations/Finance	
Legal	
Agenda Acceptance	

PUBLICATION(S) (if applicable)

Published In	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee	Finance & Administration		
Date Reviewed	Will be February 17, 2016		
Recommendation	Yes	No	Split

Council Member _____ introduced the following Resolution entitled "RESOLUTION FIXING DATE FOR A MEETING ON THE PROPOSITION OF THE ISSUANCE OF NOT TO EXCEED \$9,100,000 GENERAL OBLIGATION BONDS OF THE CITY OF WEST DES MOINES, STATE OF IOWA (FOR ESSENTIAL CORPORATE PURPOSES), AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF", and moved that the same be adopted. Council Member _____ seconded the motion to adopt. The roll was called and the vote was,

AYES: _____

NAYS: _____

Whereupon, the Mayor declared the resolution duly adopted as follows:

RESOLUTION FIXING DATE FOR A MEETING ON THE PROPOSITION OF THE ISSUANCE OF NOT TO EXCEED \$9,100,000 GENERAL OBLIGATION BONDS OF THE CITY OF WEST DES MOINES, STATE OF IOWA (FOR ESSENTIAL CORPORATE PURPOSES), AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF

WHEREAS, it is deemed necessary and advisable that the City of West Des Moines, State of Iowa, should issue General Obligation Bonds, to the amount of not to exceed \$9,100,000, as authorized by Section 384.25, of the Code of Iowa, for the purpose of providing funds to pay costs of carrying out essential corporate purpose project(s) as hereinafter described; and

WHEREAS, before the Bonds may be issued, it is necessary to comply with the provisions of the Code, and to publish a notice of the proposal to issue such bonds and of the time and place of the meeting at which the Council proposes to take action for the issuance of the Bonds and to receive oral and/or written objections from any resident or property owner of the City to such action.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CITY OF WEST DES MOINES, STATE OF IOWA:

Section 1. That this Council meet in the Council Chambers, City Hall, 4200 Mills Civic Parkway, West Des Moines, Iowa, at 5:30 P.M., on the 22nd day of February, 2016, for the purpose of taking action on the matter of the issuance of not to exceed \$9,100,000 General Obligation Bonds, for essential corporate purposes, the proceeds of which bonds will be used to provide funds to pay the costs of opening, widening, extending, grading and construction,

reconstruction, repairing of street and bridge improvements, with related utility work; construction, reconstruction and repair of sidewalk and trail improvements; rehabilitation and improvement of parks already owned, including facilities, equipment and improvements commonly found in city parks; equipping the police department, and acquisition of peace officer communication equipment or other emergency services communication equipment and systems.

Section 2. To the extent any of the projects or activities described in this resolution may be reasonably construed to be included in more than one classification under Division III of Chapter 384 of the Code of Iowa, the Council hereby elects the "essential corporate purpose" classification and procedure with respect to each such project or activity, pursuant to Section 384.28 of the Code of Iowa.

Section 3. That the Clerk is hereby directed to cause at least one publication to be made of a notice of the meeting, in a legal newspaper, printed wholly in the English language, published at least once weekly, and having general circulation in the City. The publication to be not less than four clear days nor more than twenty days before the date of the public meeting on the issuance of the Bonds.

Section 4. The notice of the proposed action to issue bonds shall be in substantially the following form:

(To be published on or before: February 11, 2016)

NOTICE OF MEETING OF THE CITY COUNCIL OF THE
CITY OF WEST DES MOINES, STATE OF IOWA, ON THE
MATTER OF THE PROPOSED ISSUANCE OF NOT TO
EXCEED \$9,100,000 GENERAL OBLIGATION BONDS OF
THE CITY (FOR ESSENTIAL CORPORATE PURPOSES),
AND THE HEARING ON THE ISSUANCE THEREOF

PUBLIC NOTICE is hereby given that the City Council of the City of West Des Moines, State of Iowa, will hold a public hearing on the 22nd day of February, 2016, at 5:30 P.M., in the Council Chambers, City Hall, 4200 Mills Civic Parkway, West Des Moines, Iowa, at which meeting the Council proposes to take additional action for the issuance of not to exceed \$9,100,000 General Obligation Bonds, for essential corporate purposes, to provide funds to pay the costs of opening, widening, extending, grading and construction, reconstruction, repairing of street and bridge improvements, with related utility work; construction, reconstruction and repair of sidewalk and trail improvements; rehabilitation and improvement of parks already owned, including facilities, equipment and improvements commonly found in city parks; equipping the police department, and acquisition of peace officer communication equipment or other emergency services communication equipment and systems.

At the above meeting the Council shall receive oral or written objections from any resident or property owner of the City to the above action. After all objections have been received and considered, the Council will at the meeting or at any adjournment thereof, take additional action for the issuance of the Bonds or will abandon the proposal to issue said Bonds.

This notice is given by order of the City Council of the City of West Des Moines, State of Iowa, as provided by Section 384.25 of the Code of Iowa.

Dated this _____ day of _____, 2016.

City Clerk, City of West Des Moines, State of
Iowa

(End of Notice)

PASSED AND APPROVED this 8th day of February, 2016.

Mayor

ATTEST:

City Clerk

Council Member _____ introduced the following Resolution entitled "RESOLUTION FIXING DATE FOR A MEETING ON THE PROPOSITION OF THE ISSUANCE OF NOT TO EXCEED \$700,000 GENERAL OBLIGATION BONDS OF THE CITY OF WEST DES MOINES, STATE OF IOWA (FOR GENERAL CORPORATE PURPOSES), AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF", and moved that the same be adopted. Council Member _____ seconded the motion to adopt. The roll was called and the vote was,

AYES: _____

NAYS: _____

Whereupon, the Mayor declared the resolution duly adopted as follows:

RESOLUTION FIXING DATE FOR A MEETING ON THE PROPOSITION OF THE ISSUANCE OF NOT TO EXCEED \$700,000 GENERAL OBLIGATION BONDS OF THE CITY OF WEST DES MOINES, STATE OF IOWA (FOR GENERAL CORPORATE PURPOSES), AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF

WHEREAS, it is deemed necessary and advisable that the City of West Des Moines, State of Iowa, should issue General Obligation Bonds, to the amount of not to exceed \$700,000, as authorized by Section 384.26, of the Code of Iowa, for the purpose of providing funds to pay costs of carrying out general corporate purpose project(s) as hereinafter described; and

WHEREAS, the Issuer has a population of more than 5,000 but not more than 75,000, and the Bonds for these purposes do not exceed \$700,000; and

WHEREAS, before the Bonds may be issued, it is necessary to comply with the provisions of Chapter 384 of the Code of Iowa, and to publish a notice of the proposal to issue such Bonds and the right to petition for an election.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CITY OF WEST DES MOINES, STATE OF IOWA:

Section 1. That this Council meet in the Council Chambers, City Hall, 4200 Mills Civic Parkway, West Des Moines, Iowa, at 5:30 P.M., on the 22nd day of February, 2016, for the purpose of taking action on the matter of the issuance of not to exceed \$700,000 General Obligation Bonds, for general corporate purposes, the proceeds of which bonds will be used to provide funds to pay the costs of parking lot repairs at various city facilities; aquatic center

playground equipment improvements; and recreational trail signage and shall bear interest at a rate not exceeding the maximum specified in the attached notice.

Section 2. That the Clerk is hereby directed to cause at least one publication to be made of a notice of the meeting, in a legal newspaper, printed wholly in the English language, published at least once weekly, and having general circulation in the City. The publication to be not less than ten clear days nor more than twenty days before the date of the public meeting on the issuance of the Bonds.

Section 3. The notice of the proposed action to issue bonds shall be in substantially the following form:

(To be published on or before: February 11, 2016)

NOTICE OF MEETING OF THE CITY COUNCIL OF THE CITY OF WEST DES MOINES, STATE OF IOWA, ON THE MATTER OF THE PROPOSED ISSUANCE OF NOT TO EXCEED \$700,000 GENERAL OBLIGATION BONDS OF THE CITY (FOR GENERAL CORPORATE PURPOSES), AND THE HEARING ON THE ISSUANCE THEREOF

PUBLIC NOTICE is hereby given that the City Council of the City of West Des Moines, State of Iowa, will hold a public hearing on the 22nd day of February, 2016, at 5:30 P.M., in the Council Chambers, City Hall, 4200 Mills Civic Parkway, West Des Moines, Iowa, at which meeting the Council proposes to take additional action for the issuance of not to exceed \$700,000 General Obligation Bonds, for general corporate purposes, bearing interest at a rate of not to exceed nine (9) per centum per annum, the Bonds to be issued to provide funds to pay the costs of parking lot repairs at various city facilities; aquatic center playground equipment improvements; and recreational trail signage.

At any time before the date of the meeting, a petition, asking that the question of issuing such Bonds be submitted to the legal voters of the City, may be filed with the Clerk of the City, including the drop box at City Hall during non-business hours, in the manner provided by Section 362.4 of the Code of Iowa, pursuant to the provisions of Section 384.26 of the Code of Iowa.

At the above meeting the Council shall receive oral or written objections from any resident or property owner of the City to the above action. After all objections have been received and considered, the Council will at the meeting or at any adjournment thereof, take additional action for the issuance of the Bonds or will abandon the proposal to issue said Bonds.

This notice is given by order of the City Council of the City of West Des Moines, State of Iowa, as provided by Section 384.26 of the Code of Iowa.

Dated this _____ day of _____, 2016.

City Clerk, City of West Des Moines, State of Iowa

(End of Notice)

PASSED AND APPROVED this 8th day of February, 2016.

Mayor

ATTEST:

City Clerk

CITY OF WEST DES MOINES
CITY COUNCIL MEETING COMMUNICATION

DATE: February 8, 2016

ITEM:

Resolution - Ordering Construction
2016 Parking Lot Repair Program

FINANCIAL IMPACT:

The engineering estimate of construction cost for the 2016 Parking Lot Repair Program is \$352,395.00. Payments will be made from budgeted account number 4204.75.820.6.7910.

BACKGROUND:

A Bid Letting should be scheduled for 2:00 p.m. on Wednesday, February 17, 2016, and a Public Hearing on the project should be scheduled for 5:35 p.m. on Monday, February 22, 2016. The contract would be awarded on Monday, February 22, 2016, and work will begin shortly thereafter.

This project involves pavement repair and subdrain installation at the West Des Moines City Hall and Library parking lots including approximately 3,579 SY of 7" reinforced PCC patching, 40 SY of 10" double reinforced PCC patching, 53 SY of 4" miscellaneous concrete, 823 LF of 6" subdrain, intake repair and replacement, fixture adjustments, 99 SY of sidewalk ramp replacement, traffic control, and other miscellaneous work. This project is scheduled to be completed by September 17, 2016.

RECOMMENDATION:

City Council Adopt:

- Resolution Ordering Construction of the 2016 Parking Lot Repair Program.
- Fixing 2:00 p.m. on Wednesday, February 17, 2016, as time and date for project Bid Letting.
- Ordering the City Clerk to publish notice of Letting and Public Hearing.

Lead Staff Member: Jeff Nash, P.E. *JLN*

STAFF REVIEWS

Department Director	Bret Hodne, Public Works Director <i>BH</i>
Appropriations/Finance	Tim Stiles, Finance Director <i>TS</i>
Legal	
Agenda Acceptance	<i>RTG</i>

PUBLICATION(S) (if applicable)

Published In	Des Moines Register
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee	Public Works
Date Reviewed	February 1, 2016
Recommendation	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Split

**Resolution Ordering Construction and
Notice of Public Hearing on Plans, Specifications,
Form of Contract, Estimate of Cost, and
Directing Advertisement for Bids**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WEST DES MOINES, IOWA, that the following described public improvement:

**2016 Parking Lot Repair Program
Project No. 0510-007-2016**

is hereby ordered constructed according to the Plans and Specifications prepared by the City of West Des Moines and now on file in the office of City Clerk.

BE IT FURTHER RESOLVED, that the detailed Plans and Specifications, Form of Contract, Bid Security, and Notice to Bidders are hereby approved, subject to hearing thereon, and that the same are now on file in the office of City Clerk for public inspection.

BE IT FURTHER RESOLVED, that the City Clerk is hereby directed to publish notice of hearing on the Plans and Specifications, Form of Contract, Bid Security and Estimate of Costs for said project to be held at 5:35 p.m. on Monday, February 22, 2016, with said notice published not less than four (4) days nor more than twenty (20) days prior to the date heretofore fixed.

BE IT FURTHER RESOLVED, that prospective actions by the City Clerk in publishing a Notice to Bidders for said project (publication to be not less than four (4) days nor more than forty-five (45) days prior to the date for receiving bids) are hereby approved. Said bids are to be filed prior to 2:00 p.m. on Wednesday, February 17, 2016.

BE IT FURTHER RESOLVED, that the bids received for construction of said improvements will be opened, publicly read and tabulated by the City Clerk or Deputy City Clerk at 2:00 p.m. on Wednesday, February 17, 2016, and the results of said bids shall be considered at a meeting of this Council on Monday, February 22, 2016, at 5:35 p.m. and acted upon at said time, or such time as may then be fixed.

PASSED AND APPROVED this 8th day of February, 2016.

Steven K. Gaer, Mayor

ATTEST:

Ryan T. Jacobson
City Clerk



ENGINEER'S ESTIMATE
2016 PARKING LOT REPAIR PROGRAM
WEST DES MOINES, IOWA
PROJECT NO. 0510-007-2016

<u>Description</u>	<u>Unit</u>	<u>Estimated Quantity</u>	<u>Unit Price</u>	<u>Extended Price</u>
Removals				
110 Existing Intake Removal	EA	2	\$ 1,000.00	\$ 2,000.00
Fixture Adjustment				
210 Adjust Valve Box to Grade, Minor	EA	2	\$ 300.00	\$ 600.00
220 Sanitary Manhole Adjustment, Minor (New Casting)	EA	1	\$ 1,500.00	\$ 1,500.00
Sewers and Drains				
310 Subdrain and Fittings, 6" PVC, Type 1, Perforated	LF	823	\$ 30.00	\$ 24,690.00
320 Subdrain Cleanouts, 6" PVC, Type A-1	EA	1	\$ 700.00	\$ 700.00
Structures For Sanitary and Storm				
410 Intake, Type M-A (Single Grate)	EA	1	\$ 4,000.00	\$ 4,000.00
420 Intake, Type M-C (Single Grate W/ MH)	EA	1	\$ 4,500.00	\$ 4,500.00
430 Intake, Type M-A & M-C Wall Top Only	EA	3	\$ 2,000.00	\$ 6,000.00
440 Drop-In Intake Sediment Protection Device	EA	7	\$ 500.00	\$ 3,500.00
Excavation And Backfill				
510 Excavation, Class 10	CY	10	\$ 50.00	\$ 500.00
Street Patching and Pavement Repair				
610 7" PCC Full Depth Patches	SY	3,579	\$ 75.00	\$ 268,425.00
620 10" PCC Full Depth Patches (Dble. Reinf.)	SY	40	\$ 110.00	\$ 4,400.00
630 4" Misc. Concrete Pavement	SY	53	\$ 55.00	\$ 2,915.00
640 2.5 Ft. PCC Curb & Gutter Replacement	LF	50	\$ 50.00	\$ 2,500.00
Sidewalks and Driveways				
710 6" Sidewalk Ramp Replacement,	SY	99	\$ 60.00	\$ 5,940.00
720 4" Sidewalk Replacement,	SY	25	\$ 55.00	\$ 1,375.00
730 Pre-manufactured Detectable Warning Panels (2' x 4')	EA	11	\$ 350.00	\$ 3,850.00
Traffic Control				
810 Traffic Control	LS	1	\$ 10,000.00	\$ 10,000.00
Painted Pavement Markings				
910 Not Used				
Traffic Signal Items				
1010 Not Used				
Construction Survey				
1110 Construction Staking	LS	1	\$ 5,000.00	\$ 5,000.00
Total Project Cost:				\$ 352,395.00

I HEREBY CERTIFY THAT THIS ENGINEER'S ESTIMATE OF CONSTRUCTION COSTS WERE 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.



Jeffrey L. Nash

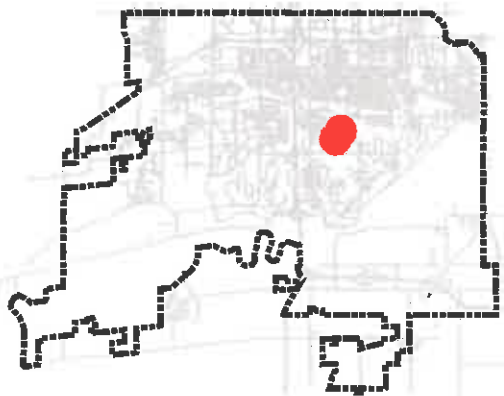
 Jeffrey L. Nash, P.E.
 Registration Expires December 31, 2016

2-2-16

 Date



VICINITY MAP



LEGEND

PROJECT LOCATION 



**DEPARTMENT OF PUBLIC WORKS
ENGINEERING DIVISION**
560 S. 16TH STREET (515)222-3475
WEST DES MOINES, IOWA 50265
FAX NO. (515)222-3478

PROJECT:	2016 PARKING LOT REPAIR PROGRAM PROJECT NO. 0510-007-2016		
LOCATION:	WEST DES MOINES LIBRARY - 4000 MILLS CIVIC PKWY WEST DES MOINES CITY HALL - 4200 MILLS CIVIC PKWY		
DRAWN BY:	REF	DATE:	1/27/2016
			SHT. 1 OF 1

**CITY OF WEST DES MOINES
CITY COUNCIL MEETING COMMUNICATION**

4(I)2

ITEM:

DATE: February 8, 2016

Resolution - Ordering Construction
2015 Channel Repair Program

FINANCIAL IMPACT:

The Engineering Estimate of Construction Cost for the 2015 Channel Repair Program is \$100,000.00. All costs for these services can be paid from budgeted account no. 5550.80.820.6.7910 with ultimate funding coming from stormwater utility fees.

BACKGROUND:

A Bid Letting should be scheduled for 2:00 p.m. on Wednesday, February 17, 2016, and a Public Hearing on the project should be scheduled for 5:35 p.m. on Monday, February 22, 2016. The contract would be awarded on Monday, February 22, 2016, and work will begin shortly thereafter.

The work includes bank repair and stabilization of Jordan Creek adjacent to the Jordan Creek Trail at two locations between 50th Street and 60th Street. The project is scheduled to be completed by September 30, 2016.

OUTSTANDING ISSUES:

None

RECOMMENDATION:

City Council Adopt:

- Resolution Ordering Construction of the 2015 Channel Repair Program.
- Fixing 2:00 p.m. on Wednesday, February 17, 2016, as time and date for project Bid Letting.
- Ordering the City Clerk to publish notice of Letting and Public Hearing.

Lead Staff Member: Duane C. Wittstock, P.E., L.S., City Engineer

STAFF REVIEWS

Department Director	Duane C. Wittstock, City Engineer
Appropriations/Finance	Tim Stiles, Finance Director
Legal	Richard Scieszinski, City Attorney
Agenda Acceptance	RTJ

PUBLICATION(S) (if applicable)

Published In	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee	Public Works		
Date Reviewed	February 1, 2016		
Recommendation	Yes	No	Split

**Resolution Ordering Construction and
Notice of Public Hearing on Plans, Specifications, Form of Contract, Estimate of Cost, and
Directing Advertisement for Bids**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WEST DES MOINES, IOWA, that the following described public improvement:

**2015 Channel Repair Program
Project No. 0510-022-2015**

is hereby ordered constructed according to the Plans and Specifications prepared by the Engineering Division of the City of West Des Moines and now on file in the office of City Clerk.

BE IT FURTHER RESOLVED, that the detailed Plans and Specifications, Form of Contract, Bid Security, and Notice to Bidders are hereby approved, subject to hearing thereon, and that the same are now on file in the office of City Clerk for public inspection.

BE IT FURTHER RESOLVED, that the City Clerk is hereby directed to publish notice of hearing on the Plans and Specifications, Form of Contract, Bid Security and Estimate of Costs for said project to be held at 5:35 p.m. on Monday, February 22, 2016, with said notice published not less than four (4) days nor more than twenty (20) days prior to the date heretofore fixed.

BE IT FURTHER RESOLVED, that the City Clerk is hereby directed to publish Notice to Bidders for said project with publication not less than four (4) days nor more than forty-five (45) days prior to the date for receiving bids. Said bids are to be filed prior to 2:00 p.m. on Wednesday, February 17, 2016.

BE IT FURTHER RESOLVED, that the bids received for construction of said improvements will be opened, publicly read and tabulated by the City Clerk, Deputy City Clerk, or City Clerk designee at 2:00 p.m. on Wednesday, February 17, 2016, and the results of said bids shall be considered at a meeting of this Council on Monday, February 22, 2016, at 5:35 p.m. and acted upon at said time, or such time as may then be fixed.

PASSED AND APPROVED this 8th day of February, 2016.

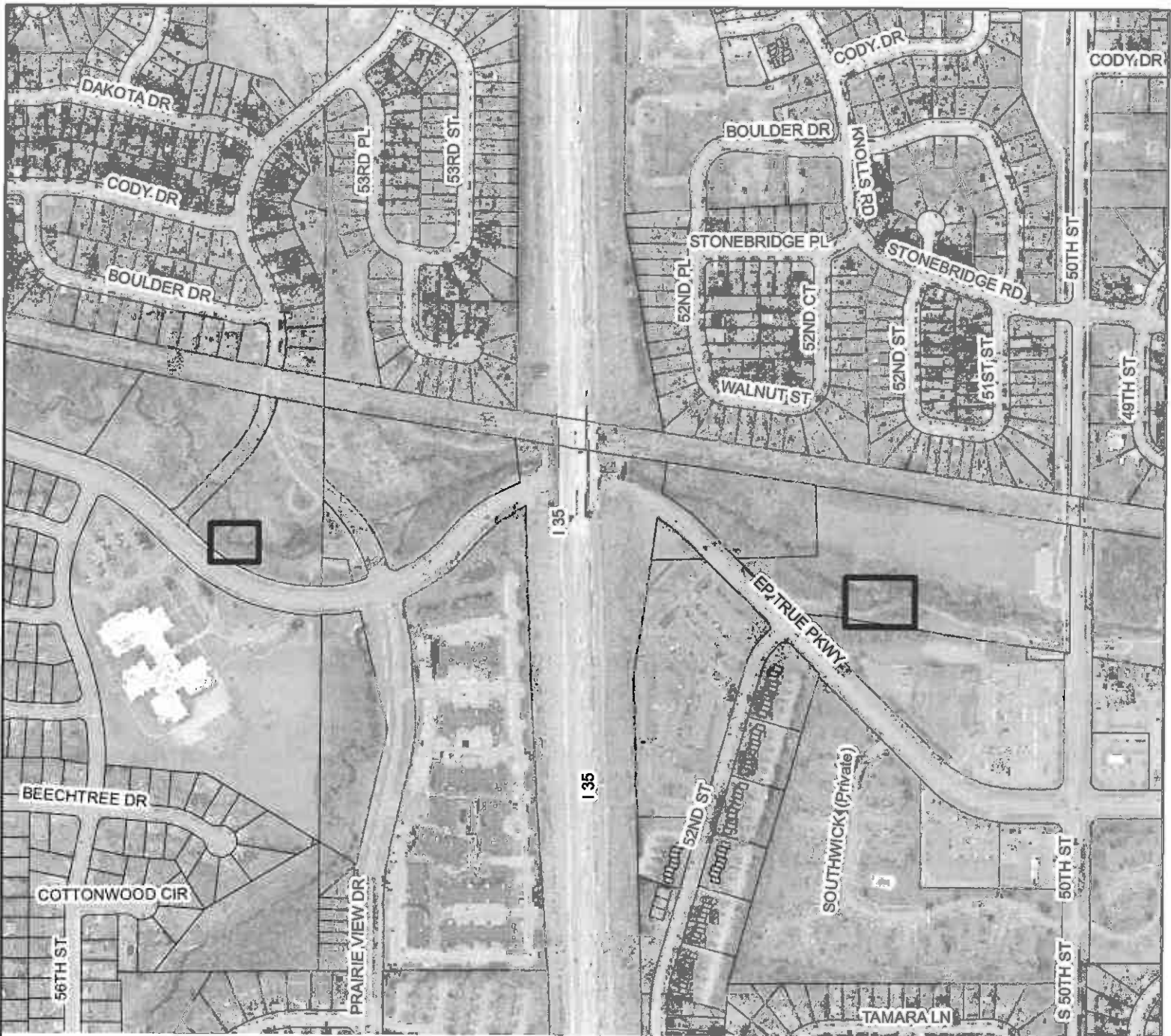
Steven K. Gaer, Mayor

ATTEST:

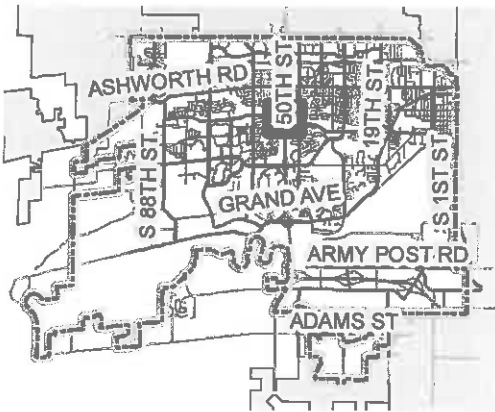
Ryan T. Jacobson, City Clerk

2015 Channel Repair Program - Jordan Creek
Opinion of Probable Construction Cost
City of West Des Moines
Project No. 0510-022-2015
2/3/2016

ITEM NO.	DESCRIPTION	UNIT	Quantity			Unit Price	Total Cost
			Praire View	50th	TOTAL		
1	CLEARING AND GRUBBING	LS	-	-	1	\$ 12,000.00	\$ 12,000.00
2	CONSTRUCTION STAKING	LS	-	-	1	\$ 6,000.00	\$ 6,000.00
3	TRAFFIC CONTROL	LS	-	-	1	\$ 10,000.00	\$ 10,000.00
4	EXCAVATION, CLASS 10	CY	210	90	300	\$ 30.00	\$ 9,000.00
5	REMOVE AND REPLACE REC TRAIL, HMA. 6"	SY	-	40	40	\$ 120.00	\$ 4,800.00
6	REMOVE AND REPLACE REC TRAIL, PCC. 6"	SY	10	65	75	\$ 120.00	\$ 9,000.00
7	TOE PROTECTION STONE, CLASS 'D' REVETMENT	TON	160	240	400	\$ 70.00	\$ 28,000.00
8	CHOKE STONE	TON	40	60	100	\$ 35.00	\$ 3,500.00
9	STABILIZED CONSTRUCTION ENTRANCE	TON	40	40	80	\$ 35.00	\$ 2,800.00
10	EROSION MATTING	SY	480	220	700	\$ 10.00	\$ 7,000.00
11	SEEDING AND FERTILIZING	AC	1	1	2	\$ 2,500.00	\$ 5,000.00
12	MULCHING	AC	1	1	2	\$ 1,500.00	\$ 3,000.00
OPINION OF PROBABLE CONSTRUCTION COST							\$ 100,000.00



VICINITY MAP



LEGEND

PROJECT LOCATION ———

PROJECT:	2015 CHANNEL REPAIR PROGRAM		
	Project No. 0510-022-2015		
LOCATION:	EXHIBIT "A"		
DRAWN BY:	BJM	DATE:	6/23/2015
			SHT. 1 OF 1



CITY OF WEST DES MOINES
ENGINEERING SERVICES
 4200 MILLS CIVIC PARKWAY
 WEST DES MOINES, IOWA 50265
 PH: (515) 222-3620 FAX: (515) 273-0602

**CITY OF WEST DES MOINES
CITY COUNCIL MEETING COMMUNICATION**

4(I)3

ITEM:

DATE: February 8, 2016

Resolution - Ordering Construction
SE Soteria Avenue (S. 8th Street) Improvements
SE Pine Avenue to SE Willow Creek Drive

FINANCIAL IMPACT:

The Engineering Estimate of Construction Cost for the SE Soteria Avenue (S. 8th Street) – SE Pine Avenue to SE Willow Creek Drive Improvements is \$2,435,727.50. All costs for these services can be paid from budgeted account no. 4262.77.820.6.7910 with ultimate funding coming from TIF.

BACKGROUND:

A Bid Letting should be scheduled for 2:00 p.m. on Wednesday, February 17, 2016, and a Public Hearing on the project should be scheduled for 5:35 p.m. on Monday, February 22, 2016. The contract would be awarded on Monday, February 22, 2016, and work will begin shortly thereafter.

The work is part of the Alluvion project and will construct two lanes of paving with turn lanes at intersections from SE Pine Avenue to SE Willow Creek Drive

The project is scheduled to be completed by October 28, 2016.

OUTSTANDING ISSUES:

None

RECOMMENDATION:

City Council Adopt:

- Resolution Ordering Construction of the SE Soteria Avenue Improvement Project.
- Fixing 2:00 p.m. on Wednesday, February 17, 2016, as time and date for project Bid Letting.
- Ordering the City Clerk to publish notice of Letting and Public Hearing.

Lead Staff Member: Duane C. Wittstock, P.E., L.S., City Engineer

STAFF REVIEWS

Department Director	Duane C. Wittstock, City Engineer <i>rw</i>
Appropriations/Finance	Tim Stiles, Finance Director <i>TS</i>
Legal	Richard Scieszinski, City Attorney <i>RS</i>
Agenda Acceptance	<i>RTJ</i>

PUBLICATION(S) (if applicable)

Published In	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee	Public Works		
Date Reviewed	February 1, 2016		
Recommendation	Yes	No	Split

**Resolution Ordering Construction and
Notice of Public Hearing on Plans, Specifications, Form of Contract, Estimate of Cost, and Directing
Advertisement for Bids**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WEST DES MOINES, IOWA, that the following described public improvement:

**SE Soteria Avenue (S. 8th Street) Improvement Project
SE Pine Avenue to SE Willow Creek Drive
Project No. 0510-049-2014**

is hereby ordered constructed according to the Plans and Specifications prepared by the Engineering Division of the City of West Des Moines and now on file in the office of City Clerk.

BE IT FURTHER RESOLVED, that the detailed Plans and Specifications, Form of Contract, Bid Security, and Notice to Bidders are hereby approved, subject to hearing thereon, and that the same are now on file in the office of City Clerk for public inspection.

BE IT FURTHER RESOLVED, that the City Clerk is hereby directed to publish notice of hearing on the Plans and Specifications, Form of Contract, Bid Security and Estimate of Costs for said project to be held at 5:35 p.m. on Monday, February 22, 2016, with said notice published not less than four (4) days nor more than twenty (20) days prior to the date heretofore fixed.

BE IT FURTHER RESOLVED, that the City Clerk is hereby directed to publish Notice to Bidders for said project with publication not less than four (4) days nor more than forty-five (45) days prior to the date for receiving bids. Said bids are to be filed prior to 2:00 p.m. on Wednesday, February 17, 2016.

BE IT FURTHER RESOLVED, that the bids received for construction of said improvements will be opened, publicly read and tabulated by the City Clerk, Deputy City Clerk, or City Clerk designee at 2:00 p.m. on Wednesday, February 17, 2016, and the results of said bids shall be considered at a meeting of this Council on Monday, February 22, 2016, at 5:35 p.m. and acted upon at said time, or such time as may then be fixed.

PASSED AND APPROVED this 8th day of February, 2016.

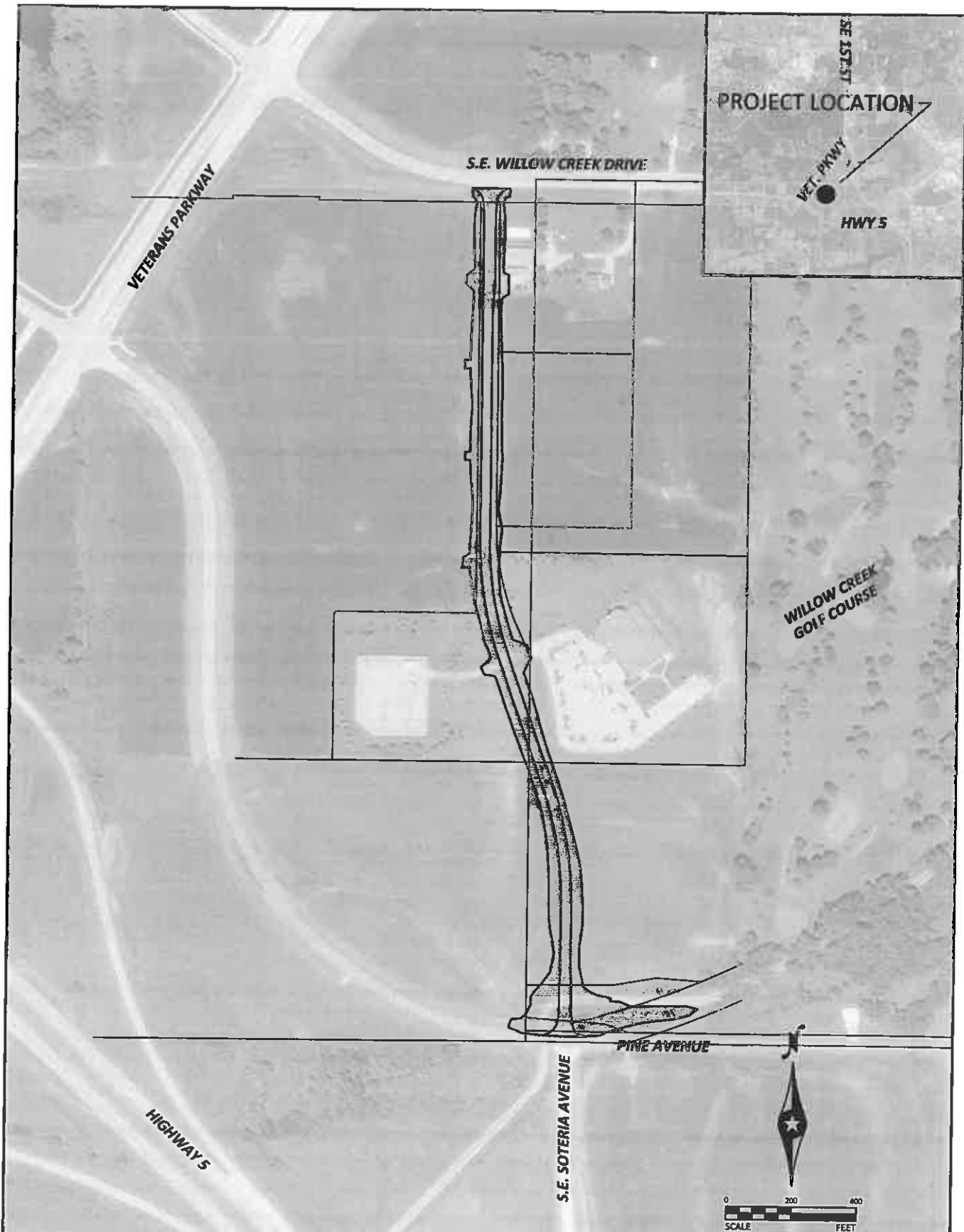
Steven K. Gaer, Mayor

ATTEST:

Ryan T. Jacobson, City Clerk

ENGINEER'S ESTIMATE OF CONSTRUCTION COST
SE SOTERIA AVENUE
SE WILLOW CREEK DRIVE TO PINE AVENUE
CITY OF WEST DES MOINES, IOWA
2/3/2016

ITEM NO	ITEM CODE	ITEM	UNIT	UNIT COST	TOTAL	
					QUANTITY	COST
1	1090-105-E-0	TRAFFIC CONTROL	LS	\$12,000.00	1	\$12,000.00
2	1090-108-F-0	CONSTRUCTION SURVEY	LS	\$18,000.00	1	\$18,000.00
3	2010-108-B-0	CLEARING AND GRUBBING	ACRE	\$7,500.00	0.4	\$3,000.00
4	2010-108-D-3	TOPSOIL, STRIP, SALVAGE AND SPREAD	CY	\$8.00	2460	\$19,680.00
5	2010-108-E-0	EXCAVATION, CLASS 10 ROADWAY AND BORROW	CY	\$11.00	12200	\$134,200.00
6	2010-108-I-0	SUBGRADE PREPARATION	SY	\$3.50	11435	\$40,022.50
7	2010-108-J-0	SUBBASE, MODIFIED 6"	CY	\$58.00	1810	\$104,980.00
8	2010-108-X-X	SUBGRADE TREATMENT, FLY ASH	SY	\$15.00	9687	\$145,305.00
9	2010-108-J-2	REMOVALS, AS PER PLAN	LS	\$12,000.00	1	\$12,000.00
10	2010-108-L-1	COMPACTION WITH MOISTURE AND DENSITY CONTROL	CY	\$20.00	78	\$1,560.00
11	4020-108-A-1	STORM SEWER, TRENCHED, RCP, 2000D, 15 IN	LF	\$65.00	765	\$49,725.00
12	4020-108-A-1	STORM SEWER, TRENCHED, RCP, 2000D, 30 IN	LF	\$130.00	35	\$4,550.00
13	4020-108-A-1	STORM SEWER, TRENCHED, RCP, 2000D, 36 IN	LF	\$160.00	78	\$12,480.00
14	4020-108-A-1	STORM SEWER, TRENCHED, RCP, 2000D, 42 IN	LF	\$185.00	333	\$61,605.00
15	4020-108-A-1	STORM SEWER, TRENCHED, RCP, 2000D, 48 IN	LF	\$200.00	1320	\$264,000.00
16	4020-108-A-1	STORM SEWER, TRENCHED, RCP, 2000D, 54 IN	LF	\$225.00	686	\$154,350.00
17	4020-108-A-1	STORM SEWER, TRENCHED, RCP, 3000D, 15 IN	LF	\$80.00	75	\$6,000.00
18	4020-108-D-0	STORM SEWER CONNECTION	EACH	\$5,000.00	3	\$15,000.00
19	4020-108-D-0	LOCATING TILE LINES	STA	\$250.00	23	\$5,750.00
20	4030-108-B-0	APRONS, CONCRETE, 15 IN DIA.	EACH	\$2,000.00	1	\$2,000.00
21	4030-108-B-0	APRONS, CONCRETE, 42 IN DIA.	EACH	\$4,000.00	2	\$8,000.00
22	4030-108-B-0	APRONS, CONCRETE, 48 IN DIA.	EACH	\$5,500.00	2	\$11,000.00
23	4030-108-B-0	APRONS, CONCRETE, 54 IN DIA.	EACH	\$6,500.00	1	\$6,500.00
24	4030-108-X-X	SALVAGE AND RE-INSTALL CONCRETE APRON	EACH	\$2,000.00	1	\$2,000.00
25	4040-108-A-0	SUBDRAIN, TYPE 1 (LONGITUDINAL SUBDRAIN), PVC, 6"	LF	\$18.00	2910	\$52,380.00
26	4040-108-C-0	SUBDRAIN CLEANOUT, TYPE A-1, PVC, 8"	EACH	\$500.00	6	\$3,000.00
27	4040-108-D-0	SUBDRAIN OUTLETS AND CONNECTIONS, PVC, 8"	EACH	\$800.00	34	\$20,400.00
28	4040-108-E-1	SUBDRAIN, TILE 6 IN. DIA.	LF	\$20.00	100	\$2,000.00
29	5010-108-A-1	WATERMAIN, TRENCHED, PVC C-800, 8"	LF	\$100.00	65	\$6,500.00
30	5010-108-A-2	FITTING, WATERMAIN, BY WEIGHT	LBS	\$10.00	387	\$3,870.00
31	5010-108-X-X	CONNECT TO EXISTING WATER MAIN	EACH	\$2,500.00	1	\$2,500.00
32	5020-108-X-X	VALVE BOX ADJUSTMENT	EACH	\$500.00	1	\$500.00
33	5020-108-F-0	VALVE BOX EXTENSION	EACH	\$1,000.00	4	\$4,000.00
34	6010-108-B-0	INTAKE SW-501	EACH	\$4,000.00	6	\$24,000.00
35	6010-108-B-0	INTAKE SW-502, 72 IN.	EACH	\$8,000.00	1	\$8,000.00
36	6010-108-B-0	INTAKE SW-502, 84 IN.	EACH	\$10,000.00	3	\$30,000.00
37	6010-108-B-0	INTAKE SW-502, 96 IN.	EACH	\$12,000.00	1	\$12,000.00
38	6010-108-B-0	INTAKE SW-503	EACH	\$5,000.00	1	\$5,000.00
39	6010-108-B-0	INTAKE SW-505	EACH	\$5,000.00	9	\$45,000.00
40	6010-108-B-0	INTAKE SW-506	EACH	\$7,000.00	1	\$7,000.00
41	6010-108-B-0	INTAKE SW-506 MODIFIED	EACH	\$10,000.00	2	\$20,000.00
42	6010-108-B-0	INTAKE SW-506 MODIFIED-1	EACH	\$10,000.00	6	\$60,000.00
43	6010-108-B-0	INTAKE SW-513	EACH	\$5,000.00	1	\$5,000.00
44	6010-108-D-0	MANHOLE, STORM SEWER, SW-401, 48 IN.	EACH	\$4,500.00	1	\$4,500.00
45	6010-108-D-0	MANHOLE, STORM SEWER, SW-401, 60 IN.	EACH	\$7,000.00	1	\$7,000.00
46	6010-108-D-0	MANHOLE, STORM SEWER, SW-401, 84 IN.	EACH	\$10,000.00	1	\$10,000.00
47	6010-108-D-0	MANHOLE, STORM SEWER, SW-401, 96 IN.	EACH	\$12,000.00	1	\$12,000.00
48	6010-108-E-0	MANHOLE ADJUSTMENT, MINOR	EACH	\$500.00	4	\$2,000.00
49	6010-108-F-0	MANHOLE ADJUSTMENT, MAJOR	EACH	\$2,500.00	3	\$7,500.00
50	7010-108-A-0	STD OR SLIP FORM PCC PAVEMENT CL C, CL 3, 8" REINFORCED	SY	\$69.00	9703	\$669,507.00
51	7010-108-I-0	PORTLAND CEMENT CONCRETE PAVEMENT SAMPLES AND TESTING	LS	\$4,000.00	1	\$4,000.00
52	7030-108-C-0	SHARED USE PATH, 6" PCC, CL C, REINFORCED	SY	\$65.00	197	\$12,805.00
53	7030-108-E-1	PEDESTRIAN RAMP, 6" PCC, CL C	SY	\$70.00	52	\$3,640.00
54	7030-108-G-0	DETECTABLE WARNINGS	SF	\$50.00	60	\$3,000.00
55	7030-108-H-1	DRIVEWAY, PAVED, PCC, CL C, 7 IN.	SY	\$50.00	512	\$25,600.00
56	7030-108-H-2	DRIVEWAY, GRANULAR	TON	\$35.00	116	\$4,060.00
57	7040-108-H-0	PAVEMENT REMOVAL	SY	\$12.00	5524	\$66,288.00
58	7040-108-X-X	TRAIL DETOUR	LS	\$20,000.00	1	\$20,000.00
59	8010-108-C-0	PAINTED PAVEMENT MARKING, WATERBORNE OR SOLVENT-BASED	STA	\$250.00	12	\$3,000.00
60	8010-108-C-1	PAINTED PAVEMENT SYMBOLS AND LEGEND, WATERBORNE OR SOLVENT-BASED	EACH	\$250.00	6	\$1,500.00
61	9020-108-A-0	SODDING	SY	\$10.00	1725	\$17,250.00
62	9010-108-A-0	SEEDING AND FERTILIZING (URBAN)	ACRE	\$2,500.00	5.00	\$12,500.00
63	9010-108-A-0	MULCH, CONVENTIONAL	ACRE	\$1,500.00	5.40	\$8,100.00
64	9040-108-A-1	SWPPP	LS	\$5,000.00	1	\$5,000.00
65	9040-108-J-0	RIP RAP, CLASS D	TON	\$65.00	1448	\$94,120.00
66	9040-108-N-1	SILT FENCE	LF	\$2.50	10000	\$25,000.00
67	9040-108-N-2	SILT FENCE OR SILT FENCE DITCH CHECK, REMOVAL OF SEDIMENT	LF	\$0.50	10000	\$5,000.00
68	9040-108-N-3	SILT FENCE OR SILT FENCE DITCH CHECK, REMOVAL OF DEVICE	LF	\$0.50	10000	\$5,000.00
69	9040-108-T-1	INLET PROTECTION DEVICE	EACH	\$250.00	6	\$1,500.00
OPINION OF PROBABLE CONSTRUCTION COSTS						\$2,435,727.50



BOLTON & MENK, INC.
 Consulting Engineers & Surveyors

MANKATO, MN FAIRMONT, MN SLEEPY EYE, MN BURNSVILLE, MN WILLMAR, MN
 CHASKA, MN RAMSEY, MN MAPLEWOOD, MN BAXTER, MN ROCHESTER, MN
 AMES, IA SPENCER, IA DES MOINES, IA FARGO, ND

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CITY OF WEST DES MOINES, IOWA
 SE SOTERIA AVENUE
 VICINITY MAP

FEBRUARY, 2016

FIGURE NO. 1

**CITY OF WEST DES MOINES
CITY COUNCIL MEETING COMMUNICATION**

4(m)

DATE: February 8, 2016

ITEM:

Resolution - Accepting Work
2014 PCC Reconstruction Program
Alliance Construction Group

FINANCIAL IMPACT:

The total construction cost for the 2014 PCC Reconstruction Program was \$838,073.00 which was paid from budgeted Account No. 4251.75.820.6.7910. The original cost of the project was \$837,597.50. There were five (5) Change Orders on the project that totaled \$475.50.

BACKGROUND:

Alliance Construction Group was working under an agreement dated May 19, 2014, for construction services for the 2014 PCC Reconstruction Program.

This project included approximately 4,325 square yards of street pavement removal, 4,525 square yards of 6" reinforced P.C.C. pavement with integral curb, 5,125 square yards of subgrade preparation, 5,050 square yards of granular subbase, 497 square yards of driveway pavement, 564 square yards of sidewalk pavement, 932 linear feet of storm sewer, 616 linear feet of subdrain, sewer and drainage structures, fixture adjustments, water relocations, miscellaneous grading, restoration, survey, traffic control, and other associated work.

RECOMMENDATION:

City Council Adopt:
- Resolution Accepting Work

Lead Staff Member: Jeff Nash, P.E. *JLN*

STAFF REVIEWS

Department Director	Bret Hodne, Public Works Director <i>BHL</i>
Appropriations/Finance	Tim Stiles, Finance Director <i>MS</i>
Legal	Richard Scieszinski, City Attorney
Agenda Acceptance	<i>RTG</i>

PUBLICATION(S) (if applicable)		SUBCOMMITTEE REVIEW (if applicable)			
Published In		Committee	Public Works		
Dates(s) Published		Date Reviewed	February 1, 2016		
		Recommendation	Yes	No	Split

Resolution Accepting Work

WHEREAS, on May 19, 2014, the City Council entered into a contract with Alliance Construction Group of Grimes, Iowa, for the following described public improvement:

**2014 PCC Reconstruction Program
0510-001-2014**

And,

WHEREAS, said contractor has substantially completed the construction of said improvement in accordance with plans and specifications as shown by the report of the City Engineer filed with the City Clerk on February 8, 2016.

Therefore

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WEST DES MOINES, IOWA, that said report of the City Engineer is hereby approved and said public improvement is accepted as having been substantially completed in accordance with plans and specifications and the total final construction cost of said improvement is \$838,073.00 as shown in said report.

PASSED AND APPROVED this 8th day of February, 2016.

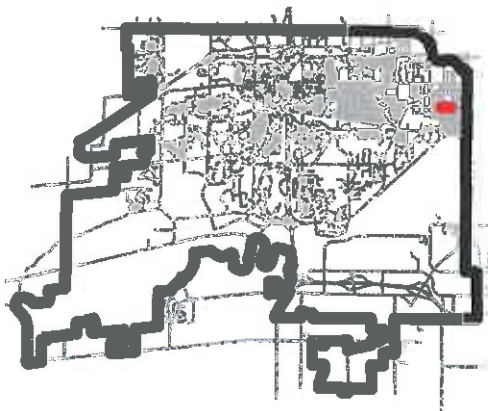
Steven K. Gaer, Mayor

ATTEST:

Ryan T. Jacobson
City Clerk



VICINITY MAP



LEGEND

PROJECT LOCATION



**DEPARTMENT OF PUBLIC WORKS
ENGINEERING DIVISION**
560 S. 16TH STREET (515)222-3475
WEST DES MOINES, IOWA 50265
FAX NO. (515)222-3478

PROJECT: **2014 RECONSTRUCTION PROGRAM**

Project No. 0510-001-2014

LOCATION:
VINE STREET - FROM 9TH STREET TO 100 FT EAST OF 6TH STREET

DRAWN BY: MJA

DATE: 4/25/2014

SHT. 1 OF 1

**CITY OF WEST DES MOINES
CITY COUNCIL MEETING COMMUNICATION**

DATE: February 8, 2016

ITEM: Resolution - Approval of Purchase Agreement and Temporary Easement for the South Grand Prairie Parkway from Wendover Road to Mills Civic Parkway Improvement Project, Project Number 0510-016-2008

FINANCIAL IMPACT: \$29,000.00 (previously budgeted)

BACKGROUND: Property interests necessary for the South Grand Prairie Parkway from Wendover Road to Mills Civic Parkway Improvement Project have been acquired through a negotiated Purchase Agreement at the appraised fair market value from the owners shown on Exhibit "A", costs not included in compensation estimate in bold. The attached resolution approves the Purchase Agreement and, for policy and title purposes, formally accepts the easement and authorizes the filing of all relevant documents. Costs associated with acquisition of the property interests will be paid from Account No. 4152.75.820.6.7930.

OUTSTANDING ISSUES (if any): None

RECOMMENDATION:

Adopt Resolution approving and accepting Purchase Agreement and Temporary Easement for the South Grand Prairie Parkway from Wendover Road to Mills Civic Parkway Improvement Project.

Lead Staff Member: Richard J. Scieszinski, City Attorney

STAFF REVIEWS

Department Director	Richard J. Scieszinski, City Attorney
Appropriations/Finance	<i>[Signature]</i>
Legal	<i>[Signature]</i>
Agenda Acceptance	<i>[Signature]</i>

PUBLICATION(S) (if applicable)

Published In	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee	Public Works		
Date Reviewed			
Recommendation	Yes	No	Split

RESOLUTION NO. _____

**AUTHORIZING APPROVAL AND ACCEPTANCE OF PURCHASE AGREEMENT
AND TEMPORARY EASEMENT FOR THE CONSTRUCTION OF THE
S. GRAND PRAIRIE PARKWAY, WENDOVER ROAD TO MILLS CIVIC PARKWAY
PROJECT, PROJECT NUMBER 0510-016-2008**

WHEREAS, on December 3, 2007, the City Council ordered preparation of plans, specifications, form of contract and estimate of cost for the public improvement project known the S. Grand Prairie Parkway (f/k/a 105th Street), Wendover Road to Mills Civic Parkway Project, Project Number 0510-016-2008; and

WHEREAS, it is the policy of the City of West Des Moines, Iowa, to approve the conveyance of all property interests to the City; and

WHEREAS, the City of West Des Moines has negotiated a purchase agreement for the acquisition of property and easements necessary for the Project; and

WHEREAS, documents conveying the property interests, including for temporary construction easement and associated improvements, have been presented to the City for approval; and

WHEREAS, the name of the property owner and the fair market value of the property to be acquired are attached hereto as Exhibit "A" and made a part of this resolution; and

WHEREAS, it is in the best interest of the City to approve and accept the above-described documents.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WEST DES MOINES, IOWA THAT:

1. The documents described above conveying property interests to the City of West Des Moines, Iowa, are hereby approved and accepted.
2. The City Clerk is directed to certify the City Council's approval and acceptance.
3. The City Attorney is authorized to take all steps necessary and consistent with the Purchase Agreement to acquire the property.
4. The documents shall be filed with the county recorder as appropriate.
5. The Director of Finance is authorized to make payment to the property owner shown on the attached Exhibit "A" pursuant to the terms and conditions of the Purchase Agreement.

PASSED AND ADOPTED this 8th day of February, 2016.

Steven K. Gaer, Mayor

ATTEST:

Ryan T. Jacobson
City Clerk

Exhibit "A"

**S. GRAND PRAIRIE PARKWAY,
WENDOVER ROAD TO MILLS CIVIC PARKWAY
WDM PROJECT NO. 0510-016-2008**

<u>PARCEL #</u>	<u>PROPERTY OWNER</u>	<u>ACQUIRED PRICE-FMV</u>	
9	Jamal and Tamara Khatib 32654 335 th Street	\$29,000.00	*includes additional \$1,750 for temporary fencing and permit/fees for gate
	TOTAL	\$29,000.00	

**CITY OF WEST DES MOINES
CITY COUNCIL MEETING COMMUNICATION**

DATE: February 8, 2016

ITEM: Resolution - Approval and Acceptance of Purchase Agreements, Deeds and Easements for the South 60th Improvement Projects, Project Number 0510-021-2014

FINANCIAL IMPACT: \$75,167.54 (previously budgeted)

BACKGROUND: Property interests necessary for the South 60th Street Improvements Project have been acquired through negotiated Purchase Agreements at the appraised fair market value from the owners shown on Exhibit "A." The attached resolution approves the Purchase Agreements and, for policy and title purposes, formally accepts the deeds and easements and authorizes the filing of all relevant documents.




OUTSTANDING ISSUES (if any): None

RECOMMENDATION:

Adopt Resolution approving and accepting the Purchase Agreements, Deeds and Easements for the South 60th Street Improvements Project.

Lead Staff Member: Duane Wittstock, Engineer

STAFF REVIEWS

Department Director	Richard J. Scieszinski, City Attorney	
Appropriations/Finance		
Legal		
Agenda Acceptance		

PUBLICATION(S) (if applicable)

Published In	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee	Public Works		
Date Reviewed			
Recommendation	Yes	No	Split

RESOLUTION NO. _____

**AUTHORIZING APPROVAL AND ACCEPTANCE OF PURCHASE AGREEMENTS, DEEDS
AND EASEMENTS FOR THE CONSTRUCTION OF THE SOUTH 60th STREET
IMPROVEMENTS PROJECT, PROJECT NUMBER 0510-021-2014**

WHEREAS, on January 12, 2015, the City Council approved the acquisition of property, for the project; and

WHEREAS, it is the policy of the City of West Des Moines, Iowa, to approve the conveyance of all property interests to the City; and

WHEREAS, the City of West Des Moines has negotiated purchase agreements for the acquisition of property and easements necessary for the Project; and

WHEREAS, documents conveying property interests for easements necessary to complete the project; and

WHEREAS, the names of the property owners and the fair market value of the property to be acquired are attached hereto as Exhibit "A" and made a part of this resolution; and

WHEREAS, it is in the best interest of the citizens of the City to approve and accept the above-described documents.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WEST DES MOINES, IOWA THAT:

1. The documents described above conveying property interests to the City of West Des Moines, Iowa, are hereby approved and accepted.
2. The City Clerk is directed to certify the Council's approval and acceptance.
3. The City Attorney is authorized to take all steps necessary and consistent with the Purchase Agreements to acquire the property interests.
4. The documents shall be filed with the county recorder as appropriate.
5. The Director of Finance is authorized to make payment to the property owners shown on the attached Exhibit "A" pursuant to the terms and conditions of the Purchase Agreements as shown on the attached Exhibit "A".

PASSED AND ADOPTED this 8th day of February, 2016.

Steven K. Gaer, Mayor

ATTEST:

Ryan T. Jacobson
City Clerk

Exhibit "A"

**SOUTH 60TH STREET IMPROVEMENTS,
WDM PROJECT NO. 0510-021-2014**

<u>PARCEL #</u>	<u>PROPERTY OWNER</u>	<u>ACQUIRED PRICE-FMV</u>
2	Des Moines Area Community College 5959 Grand Avenue	\$23,200.00
4	Barbara Baker, Brian Baker and Randy Baker NEC of S 60th Street and Booneville Road	\$29,300.00
11	Robert and Tracy Edwards 1600 S 60th Street	\$3,850.00
23	Xiaohong Zhang and Liping Zheng 5965 Dogwood Lane	\$7,237.54
33	Village Cooperative of West Des Moines 845 S 60th Street	\$9,905.00
47	William C Knapp LC and Sarasota Property Investors LC 6010 S 60th Street	\$1,675.00
	TOTAL	\$75,167.54

**CITY OF WEST DES MOINES
CITY COUNCIL MEETING COMMUNICATION**

DATE: February 8, 2016

ITEM: Michael's Landing Plat 3, 9175 Booneville Road – Approval and acceptance of a Storm Water Management Facility Maintenance Agreement – FP-002738-2015

RESOLUTION: Approval and Acceptance of a Storm Water Management Facility Maintenance Agreement

FINANCIAL IMPACT: Undetermined.

BACKGROUND: Attached as Exhibit B, is a Storm Water Management Facility Maintenance Agreement for the storm water detention facilities required as part of the development of Michael's Landing Plat 3 (Case # FP-002738-2015). This agreement is for a storm water detention facility that serves the lots within Michael's Landing Plat 3. Michael's Landing Plat 3 is served by two separate detention ponds: one in the southwest corner of the development with a second off-site pond on property immediately to the east of the development owned by Community Business Lenders (CBL), which has agreed to the placement of the pond on its property. Subsequent to future platting of the CBL property, this pond will also serve as a detention facility for the CBL ground. A portion of Michael's Landing Plat 3 property owners will have initial maintenance responsibility for the pond, with the property owners of the CBL property to share in the maintenance responsibility following development of the CBL land.

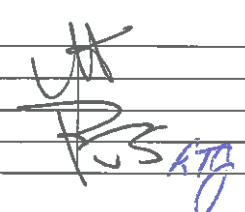
CITY COUNCIL SUBCOMMITTEE: Due to the fact that the City Council previously approved a Storm Water Management Facility Maintenance Agreement for this development, this item was not presented to the Development and Planning City Council Subcommittee.

OUTSTANDING ISSUES: There are no outstanding issues.

RECOMMENDATION: Adopt resolution approving and accepting a Storm Water Management Facility Maintenance Agreement for Michael's Landing Plat 3.

Lead Staff Member: J. Bradley Munford

STAFF REVIEWS

Department Director	
Appropriations/Finance	
Legal	
Agenda Acceptance	

PUBLICATION(S) (if applicable)

Published In	Noticing not required
Date(s) Published	
Letter sent to surrounding property owners	

SUBCOMMITTEE REVIEW (if applicable)

Committee	N/A		
Date Reviewed	N/A		
Recommendation	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Split <input type="checkbox"/>

ATTACHMENTS:

- Exhibit A - Resolution
- Exhibit B - Storm Water Management Facility Maintenance Agreement

Prepared by: J.B. Munford, Development Services, City of WDM, PO Box 65320, WDM, IA 50265-0320, 515-222-3620
When Recorded, Return to: City Clerk, City of West Des Moines, PO Box 65320, West Des Moines, IA 50265-0320

RESOLUTION

A RESOLUTION APPROVING AND ACCEPTING A STORM WATER MANAGEMENT FACILITY MAINTENANCE AGREEMENT.

WHEREAS, it is the policy of the City of West Des Moines, Iowa to approve the conveyance of all property interests to the City; and

WHEREAS, the following documents conveying property interests to the City have been presented to the City for approval; and

A STORM WATER MANAGEMENT FACILITY MAINTENANCE AGREEMENT
FOR STORM WATER DETENTION FACILITIES ASSOCIATED WITH MICHAEL'S
LANDING PLAT 3, GENERALLY LOCATED AT 9175 BOONEVILLE ROAD AND
OUTLOT "S" IN CORRECTED MICHAEL'S LANDING PLAT 1

WHEREAS, it is in the best interest of the citizens of the City to approve and accept the above-described documents.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WEST DES MOINES, IOWA THAT the document(s) described above conveying property interests to and from the City of West Des Moines, Iowa, are hereby approved and accepted and shall be filed with the county recorder as appropriate.

PASSED AND ADOPTED this 8th day of January, 2016.

Steven K Gaer, Mayor

ATTEST:

Ryan T. Jacobson
City Clerk

I HEREBY CERTIFY that the foregoing resolution was duly adopted by the City Council of the City of West Des Moines, Iowa, at a regular meeting held on February 8, 2016 by the following vote:

ATTEST:

Ryan T. Jacobson
City Clerk

Prepared by: Richard J. Scieszinski, City Attorney for the City of West Des Moines, (515) 222-3614
Return to: City Clerk, City of West Des Moines, 4200 Mills Civic Parkway, West Des Moines, IA 50265

Project Name: Michael's Landing Plat 3

Project File #: FP-002738-2015

**MICHAEL'S LANDING PLAT 3 STORM WATER MANAGEMENT FACILITY
MAINTENANCE COVENANT AND PERMANENT EASEMENT AGREEMENT
FOR MULTIPLE OWNERSHIP PARCELS**

THIS STORM WATER MANAGEMENT FACILITY MAINTENANCE COVENANT AND PERMANENT EASEMENT AGREEMENT is entered into between **Community Business Lenders Service Company, LLC and KH Development, LC**, (hereinafter referred to as "Grantor") and the **City of West Des Moines, Iowa** (hereinafter referred to as "City"), in consideration for the approval by the City of West Des Moines, Iowa of the Final Plat of Michael's Landing Plat 3. (Whenever the term "Grantor" is used herein, it shall mean "Grantor and Grantor's successors and assigns" unless otherwise specifically denoted).

Grantor is obligated by the Municipal Code of the City of West Des Moines to control storm water runoff for the proposed development as a part of the Final Plat approval process. In consideration for the City's approval of the Grantor's Final Plat, the parties enter into this Storm Water Management Facility Maintenance Covenant and Permanent Easement Agreement to control and address storm water runoff for the following described property:

**Michael's Landing Plat 3, an official plat, in the City of West Des Moines, Dallas County, Iowa
and
Outlot "S" in Corrected Michael's Landing Plat 1, an Official Plat, in the City of West Des Moines, Dallas
County, Iowa,**

(hereinafter referred to as the "Benefited Property").

PART I – COVENANTS ON THE BENEFITED PROPERTY

The following provisions are covenants running with the land to the City of West Des Moines, binding on all successors and assigns of the Benefited Property and shall only be amended or released with the written permission of the City.

1. Grantor hereby agrees that the storm water runoff for the subdivision/site shall be controlled through installation, construction and maintenance of a Storm Water Management Facility as detailed in the documents submitted for the Final Plat for Michael's Landing Plat 3 upon, over, under, through and across the following described property:

**A PRIVATE STORM WATER DETENTION, STORM SEWER, & OVERLAND FLOWAGE
EASEMENT IN STREET LOT 'J' & OUTLOT 'S', CORRECTED MICHAEL'S LANDING PLAT 1,
AN OFFICIAL PLAT RECORDED IN BOOK 2007, PAGE 3042 AT THE DALLAS COUNTY
RECORDER'S OFFICE, CITY OF WEST DES MOINES, DALLAS COUNTY, IOWA THAT IS
MORE PARTICULARLY DESCRIBED AS FOLLOWS:**

BEGINNING AT THE SW CORNER OF SAID STREET LOT 'J'; THENCE N00°37'41"E 205.29 FEET ALONG THE WEST LINE OF SAID STREET LOT 'J', SAID WEST LINE ALSO BEING THE EAST LINE OF MICHAEL'S LANDING PLAT 3, AN OFFICIAL PLAT, IN THE CITY OF WEST DES MOINES TO A POINT; THENCE S67°53'01"E, 46.74 FEET TO A POINT; THENCE N82°23'35"E, 360.76 FEET TO A POINT; THENCE S00°31'04"E, 181.82 FEET TO A POINT ON THE SOUTH LINE OF SAID OUTLOT 'S', SAID SOUTH LINE ALSO BEING THE NORTH RIGHT-OF-WAY LINE OF BOONEVILLE ROAD AS IT IS PRESENTLY ESTABLISHED; THENCE S82°23'35"W, 405.06 FEET ALONG SAID SOUTH LINE AND SAID NORTH RIGHT-OF-WAY LINE TO THE POINT OF BEGINNING AND CONTAINING 1.68 ACRES, (hereinafter referred to as the "Easement Area").

2. KH Development, LC covenants and agrees that the design, construction and maintenance of the Storm Water Management Facility shall be in compliance with the Storm Water Management Plan now on file with the City of West Des Moines and which is available for public inspection. The design, construction and maintenance of the Storm Water Management Facility shall meet the storm water runoff control requirements of the Municipal Code of the City of West Des Moines, Iowa.
3. It is hereby agreed and covenanted that the above described Benefited Property receives benefit from the Storm Water Management Facility by controlling runoff from the Benefited Property to meet the requirements of the Post-Construction Storm Water Management Ordinance of the Municipal Code of the City of West Des Moines, Iowa and the Subdivision Design requirements of Section 10-3-1 or succeeding legislation of the Municipal Code of the City of West Des Moines, Iowa. In recognition of such benefit and to meet the maintenance, repair and replacement obligations of the Municipal Code of the City of West Des Moines, Iowa, Grantor has created the **Lots 11-49 in Michael's Landing Plat 3 Homeowner's Association** (hereinafter referred to as "Association") organized pursuant to Chapter 504 of the Code of Iowa. Every owner of a Benefited Property hereby consents and agrees to be a member of the Association pursuant to the covenants and obligations of this Agreement and by virtue of their ownership of a portion of the Benefited Property. However, **Community Business Lenders Service Company, LLC obligation as a benefited property owner under this paragraph shall not commence until it undertakes to replat or otherwise improve by development that portion of Outlot "S" not located within the easement area.**
4. It is hereby agreed that KH Development, LC is solely responsible for constructing, installing and ensuring that the Storm Water Management Facility meets the standard set forth in the Post-Construction Storm Water Ordinance and Section 10-3-1 of the Municipal Code of the City of West Des Moines, Iowa. KH Development, LC's obligations under this Agreement may not and shall not be transferred to the Association until the City provides written consent to KH Development, LC acknowledging that construction of the Storm Water Management Facility has been completed and receiving documentation that the Storm Water Maintenance Association has been created, including the name and mailing address of the officers of said association.
5. Grantor hereby designates, appoints and agrees on behalf of Grantor and all successors and assigns that the Association is designated as the responsible party for replacement, reconstruction, repair, grading and maintenance of the Storm Water Management Facility. It is further covenanted and agreed that the Association shall not be dissolved, discontinued or any obligations transferred or assigned without the written consent of the City of West Des Moines.
6. KH Development, LC hereby covenants and agrees that the Association is hereby designated and authorized by KH Development, LC and all successors and assigns to accept notices and service of process for the Association and all Benefited Property owners as it relates to the inspection, replacement, reconstruction, repair, grading and maintenance of the Storm Water Management Facility or permanent easement or notice of assessment for replacement, reconstruction, repair, grading and maintenance of the Storm Water Management Facility. If at any time the Association fails to comply with the Agreement or is for any reason not in existence in violation of this Agreement, the owners of the Benefited Property are responsible for complying with this Agreement.
7. The Association shall be responsible for all maintenance, repair and replacement of the Storm Water Management Facility, including obligations set forth in Part II, paragraph 12, subsections (a) and (b) herein that are the obligation of the property owner of the Easement Area, should any property owner of the Easement Area not perform or fail to perform such obligations. The Association is responsible for performing all other items listed in Part II, paragraph 12, subsections (c) through (i). Should any property owner do anything in conflict with

paragraphs 12 through 17 herein, the Association shall have the responsibility to remove such conflict to assure effectiveness of the Storm Water Management Facility. Grantor and all successors and assignees of the Benefited Property shall comply with all terms of the Easement set forth in Part II herein.

8. The Association shall inspect the Storm Water Management Facility on an annual basis, including but not limited to all pipes, inlets and outlets for defects, obstructions or changes in the Storm Water Management Facility from the original design of the Facility. The inspection shall be documented with date stamped photographs of the Storm Water Management Facility. The Association shall document such inspection by completing the Inspection Report Form available from the City of West Des Moines Public Works Department. Any deficiencies or defects noted by the inspection shall be corrected by the Association. The Inspection photographs and Inspection Report Form shall be made available to the City for review upon request and shall be kept and maintained for a period of 5 years from the date of inspection.
9. Grantor hereby agrees and consents on behalf of itself and all successors and assigns of the Benefited Property to assessment of the costs of maintaining, reconstructing, repairing, grading or dredging the Easement Area and Storm Water Management Facility on all Benefited Property established by the Grantor pursuant to the formula set forth in paragraph 10, below. Grantor, on behalf of itself and all successors and assigns of the Benefited Property, shall execute a Petition and Waiver in favor of the City to allow the City to recover any costs expended for action taken as set forth in paragraph 10, below, to address the maintenance, reconstruction, repair, grading or dredging of the Storm Water Management Facility or Easement Area.
10. Should the Association fail to maintain, reconstruct, repair, grade or dredge the Storm Water Management Facility or the Easement Area upon notice from the City, the City may cause such action to be done and assessed to each Benefited Property pursuant to the formula set forth below:

Refer to the Bylaws of Lots 11-49 in Michael's Landing Plat 3 Homeowner's Association

The assessments on each Benefited Property shall be immediately due and payable to the City pursuant to the terms of the Agreement and Waiver (see Exhibit A, attached hereto and made a part hereof).

PART II – Easement for Storm Water Management Facility and Surface Water Flowage

The following provisions in Part II herein are for a permanent easement over the Easement Area running with the land to the City of West Des Moines and the Association.

11. Grantor hereby grants the Association and the City a Permanent Surface Water Flowage Easement and Storm Water Management Facility under, over, through and across the Easement Area described above for the purpose of constructing, reconstructing, repairing, grading and maintaining the Storm Water Management Facility and the surface of the Easement Area in a manner that will permit the free and unobstructed flow of surface water over the Easement Area described above.
12. It is the obligation of the KH Development, LC and all subsequent owners of the above described easement area to maintain the Easement Area and the Storm Water Management Facility as set forth below. KH Development, LC and all subsequent owners of the Easement Area shall perform the maintenance obligations set forth below in items (a) and (b). The Association shall perform all maintenance obligations set forth below in items c through i. The Grantor and all subsequent property owners of the Easement Area shall maintain the Easement Area so not to conflict with the maintenance requirements of the Association or the Association's right to perform those maintenance obligations. The maintenance obligations for the Storm Water Management Facility are as follows:

Storm water detention and retention ponds or basins:

- a. Mow on a regular basis to maintain the vegetation at the height designated on the original design to prevent erosion.
- b. Remove all trash, litter, debris or obstructions in the basin in the Easement Area and any inlets or outlets located within the Easement Area.
- c. Plant, maintain and replant as necessary permitted vegetation.
- d. Inspect for any defects, obstructions, or any changes in the original design.

- e. Inspect and determine the depth of the pond or basin on an annual basis.
- f. Remove any accumulated sediment from the outlet structures and remove any sediment which may accumulate greater than 12 inches in ponds or basins and greater than 6 inches in an underground detention basin.
- g. Till the soil at the bottom of the riparian buffer if it does not drain out within the time established in the design plan and replant vegetation as designated on the original design.
- h. All repairs shall conform to the original design.
- i. Maintaining the storm water and retention pond or basin to assure the effectiveness for storm water runoff for the subdivision/site.

Grass and Bioretention Swales:

- a. Mow on a regular basis to maintain the vegetation at the height designated on the original design to prevent erosion.
- b. Remove all trash, litter, debris or obstructions in the grass or bioretention swale and Easement Area.
- c. No chemicals or substances shall be applied to the Easement Area that shall harm or impair the effectiveness of the swale as a storm water runoff control measure.
- d. Replant vegetation as soon as practical when any vegetation dies.
- e. Inspect and determine the depth of the swale on an annual basis.
- f. Remove any sediment accumulated greater than 6 inches which may accumulate in the swale.
- g. Till the soil at the bottom of the swale if the grass swale does not drain out within the time established in the design plan and replant vegetation as designated on the original design.
- h. All repairs shall conform to the original design.
- i. Maintain the grass and/or bioretention swale to assure the effectiveness for storm water runoff for the subdivision/site.

Riparian Buffer:

- a. Mow on a regular basis to maintain the vegetation at the height designated on the original design to prevent erosion.
 - b. Replant the vegetation in the Easement Area as soon as practical when any vegetation dies.
 - c. Remove all trash, litter, debris or obstructions in the Easement Area.
 - d. Inspect for erosion in the riparian buffer on an annual basis.
 - e. Inspect and determine the depth of the riparian buffer on an annual basis.
 - f. Remove any sediment accumulated greater than 25% of the original design depth.
 - g. Till the soil at the bottom of the riparian buffer if it does not drain out within the time established in the design plan and replant vegetation as designated on the original design.
 - h. All repairs shall conform to the original design.
 - i. Maintain the riparian buffer to assure the effectiveness for storm water runoff for the subdivision/site.
13. No chemicals or any substance shall be applied to the storm water maintenance facility that shall harm or impair the effectiveness of the storm water maintenance facility as a storm water runoff control measure.
 14. No structure shall be erected over or within the Easement Area without obtaining the prior written approval of the City Engineer.
 15. No structure, material, device, thing or matter which could possibly obstruct or impede the normal flow of surface water over the Easement Area shall be erected or caused to be placed on the Easement Area without obtaining the prior written approval of the City Engineer.
 16. No planting of trees and shrubs is allowed within the easement area (other than planting allowed and required pursuant to the original Storm Water Management Control Plan on file with the City of West Des Moines).
 17. No change shall be made to the grade, elevation or contour of any part of the Easement Area without obtaining the prior written consent of the City Engineer.

18. The Association, the City and their agents, contractors, employees and assigns shall have the right of access to the Easement Area and have all rights of ingress and egress reasonably necessary for the use and enjoyment of the Easement Area as herein described, including, but not limited to, the right to remove any unauthorized plantings or structures placed or erected on the Easement Area and the right to do maintenance, repair, reconstruction, grading and dredging.
19. Grantor covenants on behalf of the Benefited Properties and the Association that the Easement Area or any other area appurtenant to or necessary for the operation of the Storm Water Management Facility shall not be sold, transferred, donated or in any other manner conveyed in order to relieve the Grantor, the Benefited Properties or the Association from complying with the requirements of this Agreement.
20. This Storm Water Management Facility Maintenance Covenant and Permanent Easement Agreement and Petition and Waiver shall be deemed to run with the land and shall be binding on Grantor and on Grantor's successors and assigns.

Grantor does hereby covenant with the City that Grantor holds said real estate described in this Storm Water Management Facility Maintenance Covenant and Permanent Easement Agreement by Title In Fee Simple; that Grantor has good and lawful authority to convey the same; and said Grantor covenants to warrant and defend the said premises against the lawful claims of all persons whomsoever.

Each of the undersigned hereby relinquishes all rights of dower, homestead and distributive share, if any, in and to the interests conveyed by this Storm Water Management Facility Maintenance Covenant and Permanent Easement Agreement.

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

IN WITNESS WHEREOF, the parties hereto have executed this Agreement.

Signed this day of January, 2016

Grantor: KH Development, LC

By: _____

Name: Jacob Happe

Title: Manager

STATE OF IOWA)
)SS
COUNTY OF Dallas)

On this ____ day of _____, 2016, before me, the undersigned, a Notary Public in and for said County and State personally appeared Jacob Happe, to me personally known, who being by me duly sworn, did say that he is Manager, executing the within and foregoing instrument and acknowledged that he executed the same as his voluntary act and deed of the Limited Liability Company, by it and by him voluntarily executed.

Notary Public in and for the State of Iowa

Grantor: Community Business Lenders Service Company, LLC

By: _____

Name: _____

Title: _____

STATE OF IOWA)
)SS
COUNTY OF Dallas)

On this ____ day of _____, 2016, before me, the undersigned, a Notary Public in and for said County and State personally appeared _____, to me personally known, who being by me duly sworn, did say that he/she is the _____, executing the within and foregoing instrument and acknowledged that he/she executed the same as his voluntary act and deed of the Limited Liability Company, by it and by him/her voluntarily executed.

Notary Public in and for the State of Iowa

Lots 11-49 in Michael's Landing Plat 3 Homeowner's Association

By: _____

Name: Jacob Happe

Title: Manager

STATE OF IOWA)
)SS
COUNTY OF Dallas)

On this ____ day of _____, 2016, before me, the undersigned, a Notary Public in and for said County and State personally appeared Jacob Happe, to me personally known, who being by me duly sworn, did say that he is the Manager, executing the within and foregoing instrument and acknowledged that he executed the same as his voluntary act and deed of Lots 11-49 in Michael's Landing Plat 3 Homeowner's Association, by it and by him voluntarily executed.

Notary Public in and for the State of Iowa

CITY OF WEST DES MOINES, IOWA

I, Ryan T. Jacobson, City Clerk of the City of West Des Moines, Iowa, do hereby certify that the within and foregoing Easement was duly approved and accepted by the City Council of said City of West Des Moines by Resolution and Roll Call No. _____, passed on the _____ day of _____, 2016, and this certificate is made pursuant to authority contained in said Resolution.

Signed this ____ day of _____, 2016.

Ryan T. Jacobson, CMC, MPA
City Clerk of the City of West Des Moines, Iowa

EXHIBIT A

**AGREEMENT AND WAIVER
POST CONSTRUCTION STORM WATER MANAGEMENT**

THIS AGREEMENT made and entered into by and between the City of West Des Moines, Iowa, hereinafter referenced the CITY, KH Development, LLC and Community Business Lenders Service Company, LLC, hereinafter referenced the PROPERTY OWNERS.

WITNESSETH:

WHEREAS, the City desires to encourage orderly community development and provide for the regulation and control of the extension of public improvements, public services, and utilities, consistent with its Comprehensive Plan, adopted in September 2010, as amended, and in accordance with Iowa Code Chapter 354, Platting, Division and Subdivision of Land; and

WHEREAS, pursuant to U.S. EPA's National Pollutant Discharge Elimination System ("NPDES") permit program ("Program") administered by the Iowa Department of Natural Resources ("IDNR"), the City is required to obtain from the IDNR an NPDES permit for the discharge of storm water from a Municipal Separate Storm Sewer System (MS4); and

WHEREAS, as a condition of the City's MS4 Permit, the City is obliged to develop, implement, and enforce a program to address storm water runoff from new construction and reconstruction projects for which State NPDES General Permit #2 storm water permit coverage is required; and

WHEREAS, the Property Owner, as the developer and/or owner of a construction or reconstruction project in the City of West Des Moines, is subject to the program implemented by the City to address storm water runoff from the project; and

WHEREAS, in order to comply with the program implemented by the City, the Property Owner has executed an Storm Water Management Facility Maintenance Covenant and Permanent Easement Agreement (hereinafter "Agreement") with the City to address the rights and obligations of the parties regarding control of post-construction storm water runoff from the project; and

WHEREAS, a provision of the Agreement requires the Property Owner to execute this Agreement and Waiver in favor of the City to allow the City to recover any costs expended for action taken by the City, its consultants, contractors and assigns to address the maintenance, reconstruction, repair, grading or dredging of the Storm Water Management Facility or Easement Area if the Property Owner or the Property Owner's successors and assigns fail to do so; and

WHEREAS, this Agreement and Waiver is made in conjunction with the Storm Water Management Facility Maintenance Covenant and Permanent Easement Agreement located on:

A PRIVATE STORM WATER DETENTION, STORM SEWER, & OVERLAND FLOWAGE EASEMENT IN STREET LOT 'J' & OUTLOT 'S', CORRECTED MICHAEL'S LANDING PLAT 1, AN OFFICIAL PLAT RECORDED IN BOOK 2007, PAGE 3042 AT THE DALLAS COUNTY RECORDER'S OFFICE, CITY OF WEST DES MOINES, DALLAS COUNTY, IOWA THAT IS MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SW CORNER OF SAID STREET LOT 'J'; THENCE N00°37'41"E 205.29 FEET ALONG THE WEST LINE OF SAID STREET LOT 'J', SAID WEST LINE ALSO BEING THE EAST LINE OF MICHAEL'S LANDING PLAT 3, AN OFFICIAL PLAT, IN THE CITY OF WEST DES MOINES TO A POINT; THENCE S67°53'01"E, 46.74 FEET TO A POINT; THENCE N82°23'35"E, 360.76 FEET TO A POINT; THENCE S00°31'04"E, 181.82 FEET TO A POINT ON THE SOUTH LINE OF SAID OUTLOT 'S', SAID SOUTH LINE ALSO BEING THE NORTH RIGHT-OF-WAY LINE OF BOONEVILLE ROAD AS IT IS PRESENTLY ESTABLISHED; THENCE S82°23'35"W, 405.06 FEET

ALONG SAID SOUTH LINE AND SAID NORTH RIGHT-OF-WAY LINE TO THE POINT OF BEGINNING AND CONTAINING 1.68 ACRES.

and applies to the property described as:

**Michael's Landing Plat 3, an official plat, in the City of West Des Moines, Dallas County, Iowa
and
Outlot "S" in Corrected Michael's Landing Plat 1, an Official Plat, in the City of West Des Moines, Dallas
County, Iowa.**

NOW, THEREFORE, BE IT AGREED AMONG THE PARTIES AS FOLLOWS:

1. In the event the Property Owner or its successors and assigns fail to comply with the requirements of the Storm Water Management Facility Maintenance Covenant and Permanent Easement Agreement regarding any action necessary for the maintenance, reconstruction, repair, grading or dredging of the Storm Water Management Facility or Easement Area, the City shall have the right to cause the above-described actions completed in accordance with such plans and specifications as it shall deem appropriate, subject to the provisions of paragraph 3 of the Michael's Landing Plat 3 Stormwater Management Facility Maintenance Covenant and Permanent Easement Agreement for Multiple Ownership Parcels.
2. For the purpose of this Agreement, the City may elect to enter into a contract for the completion of such actions as a part of any contract(s) and assess the cost of such actions to the Property Owner or its successors and assigns pursuant to the formula established in the Storm Water Management Facility Maintenance Covenant and Permanent Easement Agreement.
3. In consideration for the completion of such actions by the City, the undersigned Property Owners hereby WAIVE the following:
 - A. All legal formalities of whatsoever kind or character required by the laws of Iowa to be observed by cities in the completion of said actions where the expense of such Improvements is to be assessed against private property; and
 - B. Each and every question of jurisdiction, the intention of the Property Owners being to authorize and direct said City to complete such actions without requiring any of the formalities or legal proceedings required of cities by the statutes of Iowa; and
 - C. Any limitation of the amount of said assessment as a percentage of valuation as provided in the Code of Iowa; and
 - D. Any right to defer or postpone the payment for any such action.
4. It is further agreed that:
 - A. When said actions have been constructed or completed in accordance with the plans and specifications, the City may make assessments against the properties of the undersigned Property Owners, or their successors or assigns, for their pro-rata share of the entire cost of the construction and/or completion of said actions.
 - B. Said assessments shall be due immediately and will be paid to the City of West Des Moines and shall constitute a lien upon the properties hereinafter described. Further, each of the undersigned Property Owners hereby agree to accept responsibility for the assessment which is thus assessed against the Owner's property.
 - C. Said assessments shall have the same legal force and effect as if all the legal formalities provided by law in such cases had been fully and faithfully performed and observed.
5. The amount and proportion of the cost of the actions completed by the City to be paid shall be ascertained and determined by the Engineers and reported to the City Council, which shall make such changes or alterations as

they may require. When said costs are determined and approved by the City Council, they shall constitute the assessments against the properties.

6. The Property Owners retain the right to request of the City a review of the mathematical calculations made to ensure their accuracy.
7. Property Owners hereby authorize the City Council to pass any Resolution requisite or necessary to order and secure said actions, to provide for the construction of the same and to make the assessments herein provided for, without further notice to said Property Owners or any of them. Any such Resolution may contain recitals that said actions are ordered or made by the Council without petition of Property Owners, without in any way qualifying this Agreement or releasing the Property Owners from their obligation to pay the assessments levied against their property for the cost of said action.
8. Each Property Owner warrants that the real estate described below is free and clear of all liens and encumbrances other than for ordinary taxes, except for such liens as are held by lienholders hereinafter listed and designated as signers of this Agreement and Waiver. Each lienholder designated below, by execution of this Agreement and Waiver, consent to the subordination of its lien to the lien of the assessment levied pursuant hereto.
9. Each Property Owner further agrees that the terms of this Agreement and Waiver shall become a covenant which runs with the land of the below-referenced property, and shall be binding upon all successors and assigns. Furthermore, each Property Owner shall give a copy of this Agreement and Waiver to all successors and assigns.
10. The signatories and the City agree this document will be recorded in the office of the appropriate county recorder to ensure that any and all future purchasers of property are put on notice of the above conditions.

Description of Property: Michael's Landing Plat 3, an official plat in the City of West Des Moines, Dallas County, Iowa and Outlot "S" in Corrected Michael's Landing, an official plat in the City of West Des Moines, Dallas County, Iowa.

PROPERTY OWNER NAME: KH Development, LC

By _____
Name _____ Title _____
Date _____
Witness _____
Name _____

PROPERTY OWNER NAME: Community Business Lenders Service Company, LLC

By: _____
Name: _____
Title: _____

STATE OF IOWA)
)**SS**
COUNTY OF Dallas)

On this ____ day of _____, 2016, before me, the undersigned, a Notary Public in and for said County and State personally appeared _____, to me personally known, who being by me duly sworn, did say that he/she is the _____, executing the within and foregoing instrument and acknowledged that he/she executed the same as his voluntary act and deed of the Limited Liability Company, by it and by him/her voluntarily executed.

Notary Public in and for the State of Iowa

LIENHOLDER'S NAME: Central Bank

By _____

Name _____ Title _____

Date _____

Witness _____

Name _____

**CITY OF WEST DES MOINES
MEMORANDUM**

TO: Mayor Gaer and Members of the City Council

FROM: Linda Schemmel, AIA, Development Coordinator *LS*

DATE: February 8, 2016

RE: Item 6a – Ordinance Amendment – Amend Title 4 (Health and Safety Regulations) and Title 9 (Zoning) to establish regulations pertaining to solar energy systems

On February 1, 2016, the Plan and Zoning Commission deferred action on the City initiated Ordinance Amendment to establish regulations pertaining to solar energy systems to allow for review of the proposed ordinance at a City Council workshop scheduled to occur after the February 8, 2016 City Council meeting. The Plan and Zoning Commission will resume their discussion of this matter on February 29, 2016 and request the City Council continue the public hearing to their March 7, 2016 meeting.

Recommendation: Continuation of Item 6a to the March 7, 2016 City Council meeting.

cc. Tom Hadden, City Manager
Richard Scieszinski, City Attorney
Lynne Twedt, Director of Development Services

**CITY OF WEST DES MOINES
MEMORANDUM**

TO: Mayor and City Council
FROM: Kara Tragesser, AICP
DATE: February 8, 2016
RE: Item # 6b: Amendment to City Code – Self-Storage Facilities

Staff Recommendation: Defer the public hearing for the amendment to city code to the City Council's March 7, 2016, meeting.

The Plan & Zoning Commission denied a city sponsored amendment to city code to modify the regulations for self-storage. The proposed ordinance allowed indoor self-storage in the office zoning districts, established performance standards for interior access self-storage (indoor self-storage), and modified performance standards for exterior-access self-storage (traditional mini-warehousing).

Since the Plan and Zoning Commission denied the proposed ordinance, the ordinance must receive a minimum of four approval votes of the City Council to pass. It not expected to have all five City Council members present until at least the March 7, 2016 meeting. Therefore, staff is requesting that the public hearing be deferred to March 7, 2016, for consideration by the City Council.

- c. Tom Hadden, City Manager
Dick Scieszinski, City Attorney
Lynne Twedt, Development Services Director

**CITY OF WEST DES MOINES
CITY COUNCIL MEETING COMMUNICATION**

Date: February 8, 2016

ITEM: Village of Ponderosa, east of South 60th Street at Village View Drive – Amend the Specific Plan Ordinance to modify Commercial Wall Signage Regulations – W. West Investments, LLC - ZC-002958-2016

ORDINANCE: Approval of First Reading

FINANCIAL IMPACT: Undetermined.

BACKGROUND: The applicant, Tom Baldwin with W. West Investments, LLC, is requesting approval of an amendment to the Village of Ponderosa Specific Plan to modify the wall sign regulations and how the amount allowed is determined for the commercial uses within the Village of Ponderosa development (see Attachment B – Location Map, and Attachment C – Proposed PUD Amendment Ordinance).

Plan and Zoning Commission Action:

Vote: 6-0 Approval, with Commissioner Brown absent

Date: February 1, 2016

Motion: Adopt a resolution recommending the City Council approve the amendment to the Specific Plan Ordinance.

A couple of residents of the Village of Ponderosa expressed concerns about how the amendment might impact them. While the amendment may allow additional signage for commercial uses within the development, staff informed them that there is already a provision in the Specific Plan that prohibits illuminated signage on a wall facing a residential property (that is not part of a mixed use concept) and located within 200 feet of the business.

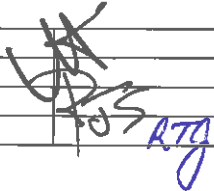
OUTSTANDING ISSUES: There are no outstanding issues. The following items of interest are noted in the attached Plan and Zoning Commission report (see Exhibit I):

- Request
- History
- City Council Subcommittee – *Development and Planning: January 25, 2016*
- Staff Review and Comments – *explanation of wall signage calculations*
- Comprehensive Plan Consistency
- Noticing Information
- Staff Recommendations and Conditions of Approval
- Owner/Applicant/Applicant Representative Information

RECOMMENDATION: Based upon the preceding review and a finding of consistency with the Comprehensive Plan, the Plan and Zoning Commission recommends the City Council approve the first reading of an ordinance to amend the Village of Ponderosa Specific Plan to modify the wall sign regulations and how the amount allowed is determined for the commercial uses within the Village of Ponderosa development, subject to the applicant meeting all City Code requirements.

Lead Staff Member: Kevin Wilde, Sign and Zoning Administrator *(kw)*

Staff Reviews:

Department Director	
Appropriations/Finance	
Legal	
Agenda Acceptance	

PUBLICATION(S) (if applicable)

Published In	Des Moines Register Community Section
Date(s) Published	January 22, 2016
Letter sent to surrounding property owners	1/20/2016

SUBCOMMITTEE REVIEW (if applicable)

Committee	Development & Planning		
Date Reviewed	January 25, 2016		
Recommendation	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Split <input type="checkbox"/>

ATTACHMENTS:

- Exhibit I - Plan and Zoning Communication
- Attachment A - Plan and Zoning Commission Resolution
- Exhibit A - Conditions of Approval
- Exhibit B - Location Map
- Exhibit C - Proposed PUD Ordinance (*Moved to Exhibit II*)
- Exhibit II - Proposed PUD Ordinance

**CITY OF WEST DES MOINES
PLAN AND ZONING COMMISSION COMMUNICATION**

Meeting Date: February 1, 2016

Item: Village of Ponderosa, east of South 60th Street at Village View Drive – Amend the Specific Plan Ordinance to Modify Commercial Wall Signage Regulations – West Investments, LLC - ZC-002958-2016

Requested Action: Adopt resolution of Approval of a Specific Plan Amendment

Case Advisor: Kevin Wilde, Sign and Zoning Administrator *KW*

Applicant's Request: The applicant, Tom Baldwin with W. West Investments, LLC, is requesting approval of an amendment to the Village of Ponderosa Specific Plan to modify the wall sign regulations and how the amount allowed is determined for the commercial uses within the Village of Ponderosa development (see Attachment B – Location Map, and Attachment C – Proposed PUD Amendment Ordinance).

History: A Comprehensive Plan Amendment was approved for the original Village of Ponderosa development in 2005 along with adoption of the Area Development Plan and Specific Plan Ordinance that provided regulations for the development of the entire 96 acre property. In 2006, a Final Plat was approved for the property creating 102 lots for a mix of office, commercial, and residential. In 2007, an amendment to the Specific Plan Ordinance was approved that modified development and wayfinding signage regulations, clarified design intent and materials of the water feature, clock tower and pedestrian trellis over the sidewalk in the Market District, and made provisions to allow recreational uses such as a bowling alley, fitness center, and a movie theater. In 2009, the Specific Plan Ordinance was amended to allow for the construction of an additional access drive off of Market Street and in 2011, an amendment was submitted but was withdrawn when the ownership in the development changed. In 2015, a Comprehensive Plan amendment and an amendment to the Specific Plan were approved to modify the land uses, generally to the undeveloped parcels within the development, and to modify the development regulations and architectural concepts for the various land uses.

City Council Subcommittee: This item was presented to the Development and Planning City Council Subcommittee on January 25, 2016, as an upcoming project and there was no discussion.

Staff Review and Comment: City Code allows for one square foot of sign area for every lineal foot of a building frontage facing a public street: maximum of two frontages. The Specific Plan Ordinance currently allows a total of one and one-half (1½) square feet of copy per one (1) lineal foot of tenant space which contains the primary public entrance for each tenant. Wellman's Pub, located at 601 Market Street in the southeastern portion of the project, is in the process of trying to upgrade their building appearance and signage. Their entrance on the west side of the building faces away from the public street on the east (S. Prairie View Dr), as well as away from the internal private street to the north (Market Street). Although Market Street is technically private, it is intended and required within the Specific Plan Ordinance to function as a public street. Staff reviewed their signage proposal based upon what the Specific Plan would allow and, while it would seem to provide a greater allowance for signage, the west, and east sides of this building are the shortest sides of the building. If they were allowed to calculate according to city code today and treat the private Market Street like a public street frontage, the Sign Code would allow more signage. Therefore, this request to amend the sign regulations within the Village of Ponderosa Specific Plan to allow non-residential uses within the project to calculate based on street frontages and allow the internal private streets to be treated like public street frontages. Staff is supportive of the amendment as it is simply allowing the commercial entities in the Village of Ponderosa to have as much signage as would a commercial entity elsewhere in the City.

Staff would also note that there are two other sections of the Village of Ponderosa Specific Plan Ordinance that are also being amended to correct errors that were made in references to document exhibits when the 2015 amendment was recorded.

Comprehensive Plan Consistency: The project has been reviewed for consistency with the Comprehensive Plan. Based upon that review, a finding has been made that the proposed project is consistent with the Comprehensive Plan in that the project is consistent with all of the goals and policies of the Comprehensive Plan and the land use map of the Comprehensive Plan.

Noticing Information: On January 22, 2016, notice of the February 1, 2016, Plan and Zoning Commission public hearing for this project was published in the *Des Moines Register*. Notice of this public hearing also was mailed to all surrounding property owners within 370 feet of the subject property affected by this amendment on January 20, 2016.

Staff Recommendations and Conditions of Approval: Based upon the preceding review and a finding of consistency with the Comprehensive Plan, staff recommends that the Plan and Zoning Commission adopt a resolution recommending the City Council approve an amendment to the Village of Ponderosa Specific Plan Ordinance to modify how allowable signage for commercial establishments is calculated, allow the private street to be treated as a public street, and correct errors from the 2015 ordinance amendment.

Applicant: Tom Baldwin
W. West Investments, LLC
5503 Beechwood Terrace
West Des Moines, IA 50266
(515)771-6900
tombaldwinjr@me.com

Owners: Market Street Investors LLC
5503 Beechwood Terrace
West Des Moines, IA 50266

Attachments:

- Attachment A - Plan and Zoning Commission Resolution
- Attachment B - Location Map
- Attachment C - Proposed Rezoning Ordinance

RESOLUTION NO. PZC- 16-007

A RESOLUTION OF THE PLAN AND ZONING COMMISSION OF THE CITY OF WEST DES MOINES RECOMMENDING TO THE CITY COUNCIL THAT IT APPROVE AN AMENDMENT TO THE VILLAGE OF PONDEROSA SPECIFIC PLAN (ZCSP-002958-2016).

WHEREAS, pursuant to the provisions of Title 9, Chapter 1 et seq, of the West Des Moines Municipal Code, the applicant, W. West Investments LLC, has requested approval for an amendment to the existing Village of Ponderosa Specific Plan for that certain 93.8 acre project known as the Village of Ponderosa development to modify sign regulations for the calculation of commercial wall signage and to clean-up errors within the recently adopted amendment;

WHEREAS, studies and investigations were made, and staff reports and recommendations were submitted which is made a part of this record and herein incorporated by reference;

WHEREAS, on February 1, 2016, this Commission held a duly-noticed hearing to consider the application for the Zone Change Specific Plan (ZCSP-002958-2016)

NOW, THEREFORE, THE PLAN AND ZONING COMMISSION OF THE CITY OF WEST DES MOINES DOES RESOLVE AS FOLLOWS:

SECTION 1. The findings, for approval, in the staff report, dated February 1, 2016, or as amended orally at the Plan and Zoning Commission hearing of February 1, 2016, as shown in Exhibit A, if any, are adopted.

SECTION 2. THE ZONE CHANGE SPECIFIC PLAN (ZCSP-002958-2016) amendment is recommended to the City Council for approval based on the findings in the staff report, dated February 1, 2016, including findings added at the Hearing.

PASSED AND ADOPTED on February 1, 2016.


Craig Erickson, Chairman
Plan and Zoning Commission

ATTEST:


Michelle Kiesenbery
Recording Secretary

I HEREBY CERTIFY that the foregoing resolution was duly adopted by the Plan and Zoning Commission of the City of West Des Moines, Iowa, at a regular meeting held on February 1, 2016, by the following vote:

AYES: Hatfield, Crowley, Andersen, Costa, Erickson, Southworth
NAYS:
ABSTENTIONS:
ABSENT: Brown

ATTEST:


Michelle Kiesenbery
Recording Secretary

Exhibit A
Conditions of Approval

No Conditions of Approval.

Exhibit B
Legal Description

The north 66.70 acres of lot 1 in partition plat of the SW $\frac{1}{4}$ of the NW $\frac{1}{4}$ and the N $\frac{1}{2}$ of the SW $\frac{1}{4}$ and the N $\frac{1}{2}$ of the SE $\frac{1}{4}$ of section 18, township 78 north, range 25, west of the 5th P.M., now included in and forming a part of the city of West Des Moines, Iowa.

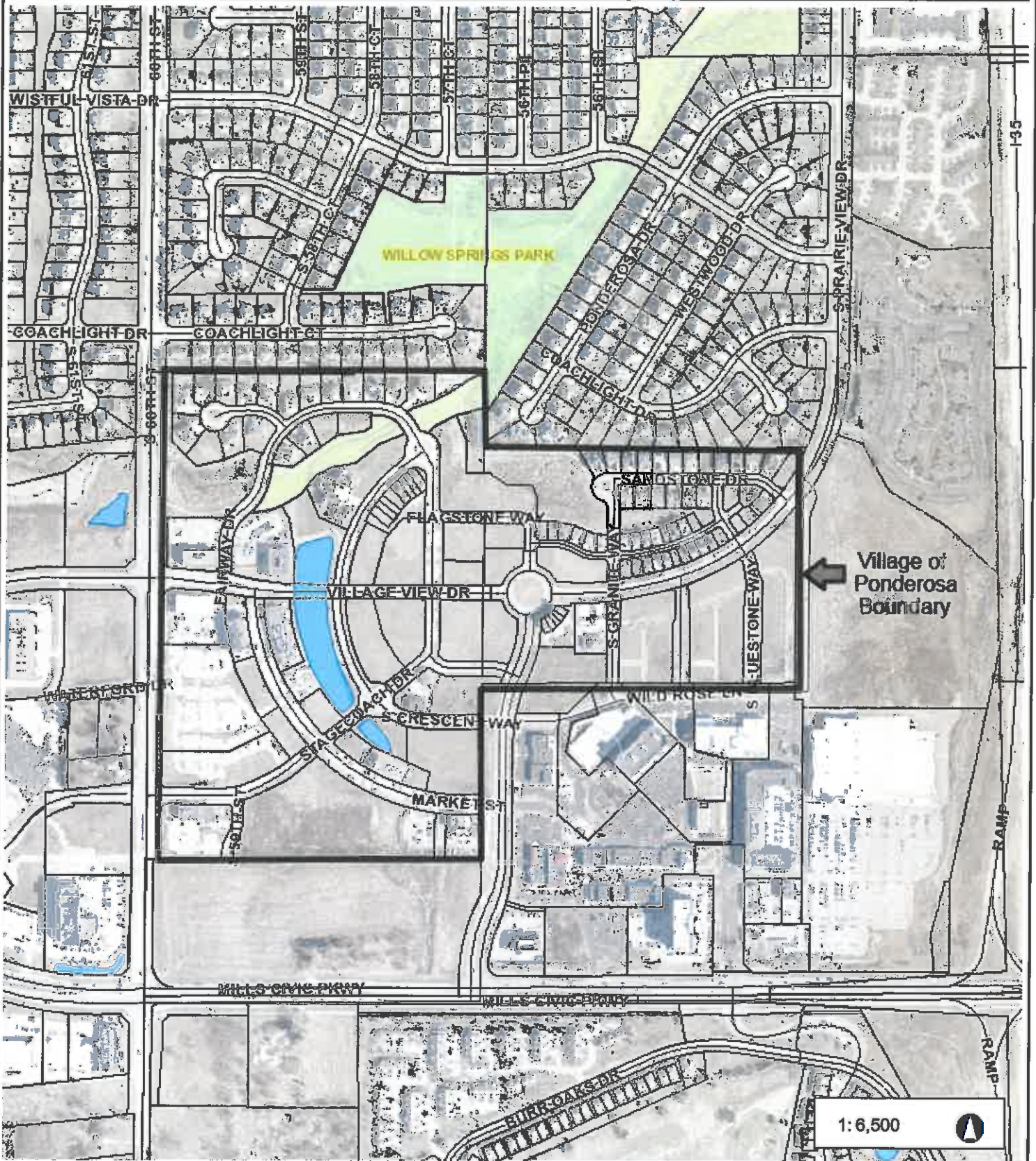
And

The 30.0 acres described as follows; the southeast quarter of the northwest quarter of section 18, township 78 north, range 25 west of the 5th P.M., except the north 10.0 acres thereof, now included in and forming a part of the city of West Des Moines, Polk County, Iowa. (Now Platted as The Village of Ponderosa Plat 1 with subsequent plats to date of Plat 2 through Plat 9.)

ATTACHMENT B



Village of Ponderosa



1:6,500



1,083.3 0 541.67 1,083.3 Feet

NAD_1983_StatePlane_Iowa_South_FIPS_1402_Feet
© City of West Des Moines, Iowa

Disclaimer: The City of West Des Moines makes no warranties regarding the accuracy or completeness of the data provided herein.

THIS MAP IS NOT TO BE USED FOR NAVIGATION

EXHIBIT II

Prepared by: KWilde, Development Services, PO Box 65320, W.D.M., IA 50265-0320, 515-222-3630
When Recorded, Return to: City Clerk, City of West Des Moines, PO Box 65320, West Des Moines, IA 50265-0320

ORDINANCE NO.

AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF WEST DES MOINES, IOWA 2014, BY AMENDING TITLE 9: ZONING, CHAPTER 9: PLANNED UNIT DEVELOPMENT DISTRICT, ORDINANCE NO. 1701, AS AMENDED BY ORDINANCES 1793, 1846 AND 2093 PERTAINING TO SPECIFIC PLAN DISTRICT REGULATIONS AND GUIDELINES.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WEST DES MOINES, IOWA:

SECTION 1. AMENDMENT: Title 9, Chapter 9 of the City Code is hereby amended by modifying the Village of Ponderosa Specific Plan Ordinance No. 1701, as amended by Ordinances 1793, 1846, and 2093, to amend Section 81-16: *Signage*, B: *Building Mounted Signs*, paragraph a(1)(B) by deleting text in highlighted strikethrough lettering and adding italicized text in bold lettering::

- a) A total of one ~~and one-half (1½)~~ **(1)** square ~~feet~~ **foot** of copy per one (1) lineal foot of tenant space which ~~contains the primary public entrance~~ **faces a public street or internal private street**, shall be allowed per tenant. ***If the side of the building with the main entrance faces away from a street frontage, that wall may be counted in the calculations at a rate of one-half (½) the linear footage of said wall. At no time shall more than two (2) walls be used to compute allowable signage and no wall area shall be allowed to have more signage on that side of the building than what the wall would earn at one (1) square foot per linear foot of building wall.*** The number of signs is limited only by the maximum allowable square footage. Of the total square footage of signage allowed, a maximum one-half (½) square foot per lineal foot of tenant space which contains the primary public entrance may be located on a window or wall that is not immediately adjacent to the tenant space but still within the same building.

SECTION 2. AMENDMENT: Title 9, Chapter 9 of the City Code is hereby amended modifying the Village of Ponderosa Specific Plan Ordinance No. 1701, as amended by Ordinances 1793, 1846, and 2093, to amend Section 18: *Architecture*, paragraph A1, subparagraph i, by deleting text in highlighted strikethrough lettering and adding italicized text in bold lettering:

- i. High density residential buildings adjacent to single-family attached or detached (areas 1B, 1C and 4B) should step down massing as illustrated in ***Figure 7c of the Architectural Pattern Book.***

SECTION 3. AMENDMENT: Title 9, Chapter 9 of the City Code is hereby amended modifying the Village of Ponderosa Specific Plan Ordinance No. 1701, as amended by Ordinances 1793, 1846, and 2093, to amend Section 19: *Land Use and Bulk Regulations*, paragraph A5: *Setbacks*, subparagraph a, by deleting text in highlighted strikethrough lettering and adding italicized text in bold lettering:

- a. Unless otherwise specifically stated, setbacks shall be measured from the property line of parcels that abut a public street or back of curb of adjoining private street or alley. Setbacks along boundaries that do not abut a street shall be measured from the lot boundary; except for area 6D, easements have been taken into account when determining setbacks, therefore, the setback should be measured from the property line. Unless noted otherwise, in area 6D, setbacks shall be measured from the lot line ***and back of curb of private streets in accordance with Area 6D table on page 53 of the Specific Plan.***

SECTION 4. SAVINGS CLAUSE. If any section, provision, sentence, clause, phrase or part of the Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any provision, section, subsection, sentence, clause, phrase or part hereof not adjudged invalid or unconstitutional.

SECTION 5. VIOLATIONS AND PENALTIES. Any person who violates the provisions of this Ordinance upon conviction shall be punished as set forth in 1-4-1 of the City Code of the City of West Des Moines, Iowa.

SECTION 6. OTHER REMEDIES. In addition to the provisions set out in the Violations and Penalties Section herein, the City may proceed in law or equity against any person, firm or corporation for violation of any section or subsection of this Ordinance.

SECTION 7. EFFECTIVE DATE. This Ordinance shall be in full force and effect after its passage, approval and publication as provided by law.

PASSED AND APPROVED this ___ day of _____ 2016

Steven K. Gaer, Mayor

ATTEST:

Ryan T. Jacobson,
City Clerk

I certify that the foregoing was published as Ordinance No. _____ on the ___ day of _____ 2016.

Ryan T. Jacobson,
City Clerk

**CITY OF WEST DES MOINES
CITY COUNCIL MEETING COMMUNICATION**

6(d)

DATE: February 8, 2016

ITEM:

- Public Hearing (5:35 p.m.)
2016 HMA Resurfacing Program

FINANCIAL IMPACT:

The Engineering Estimate of construction cost was estimated to be \$1,560,602.05 for the 2016 HMA Resurfacing Program. There were two bids submitted with the low bid of \$1,439,028.04 being submitted by Des Moines Asphalt & Paving of Ankeny, Iowa. Payments will be made from budgeted account no. 4026.75.820.6.7910.

BACKGROUND:

The 2016 HMA Resurfacing Program This project will resurface various locations in the City of West Des Moines. Types of work including approximately 4,698 tons of 1 million ESAL 1/2" Hot Mix Asphalt (HMA) surface course, 118 tons of 1 million ESAL 1/2" HMA leveling course, 1,091 tons of 3 million ESAL 1/2" Hot Mix Asphalt (HMA) surface course, 1,092 tons of 3 million ESAL 1/2" Hot Mix Asphalt (HMA) intermediate course, 3,433 square yards of grinding butt joints, 43,119 square yards of asphalt surface milling, surface cleaning/tack coat, 2,523 square yards of PCC full depth patching, HMA full depth patching, HMA partial depth patching, fixture adjustments, pavement markings, traffic control, and miscellaneous items. This project is scheduled to be completed by October 1, 2016. This project is scheduled to be completed by October 1, 2016.

RECOMMENDATION:

City Council Adopt:

- Resolution Adopting Plans, Specifications, Form of Contract, and Estimate of Costs;
- Motion receiving and filing Report of Bids;
- Resolution Awarding the Construction Contract to Des Moines Asphalt & Paving

Lead Staff Member: Jeff Nash, P.E. *JN*

STAFF REVIEWS

Department Director	Bret Hodne, Public Works Director <i>BH</i>
Appropriations/Finance	Tim Stiles, Finance Director
Legal	Richard Scieszinski, City Attorney
Agenda Acceptance	<i>RTG</i>

PUBLICATION(S) (if applicable)

Published In	<i>Des Moines Register</i>
Dates(s) Published	<i>January 29, 2016</i>

SUBCOMMITTEE REVIEW (if applicable)

Committee	Public Works		
Date Reviewed	February 1, 2016		
Recommendation	Yes	No	Split

RESOLUTION

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST DES MOINES,
APPROVING Adopting Plans, Specifications, Form of Contract, and Estimate of Cost**

WHEREAS, on January 26, 2016 Plans, Specifications, Form of Contract, and Estimate of Cost were filed with the City Clerk for the following described public improvement:

**2016 HMA Resurfacing Program
Project No. 0510-005-2016**

and,

WHEREAS, notice of hearing on Plans, Specifications, Form of Contract, and Estimate of Cost for said public improvements was published as required by law;

therefore,

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WEST DES MOINES,
IOWA**, that the Plans, Specifications, Form of Contract, and Estimate of Cost for said public improvement are hereby approved.

PASSED AND ADOPTED this 8th day of February, 2016.

Steven K. Gaer, Mayor

ATTEST:

Ryan T. Jacobson
City Clerk

RESOLUTION

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST DES MOINES,
APPROVING Awarding Contract**

WHEREAS, the City Council of the City of West Des Moines has heretofore directed advertisement for bids for the following described public improvement:

**2016 HMA Resurfacing Program
Project No. 0510-005-2016**

and,

WHEREAS, bids have been received and opened by the City Clerk and placed on file by the City Council.

and,

WHEREAS, the bid of Des Moines Asphalt & Paving in the amount of \$1,439,028.04 is the lowest responsive, responsible bid received for said public improvement,

therefore;

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WEST DES MOINES, IOWA, that a contract for the 2016 HMA Resurfacing Program is hereby awarded to Des Moines Asphalt & Paving in the amount of \$1,439,028.04 and the bond of said bidder for the project is hereby fixed in the same amount.

BE IT FURTHER RESOLVED that the City Engineer is authorized and directed to return bid bond(s) and/or check(s) to any unsuccessful bidder.

BE IT FURTHER RESOLVED that work on said project may commence as soon as the final contract and bond have been approved by the City Engineer and have been signed by the City Manager or Deputy City Manager after the contractor is given a written notice to proceed by the City Engineer.

PASSED AND ADOPTED this 8th day of February, 2016.

Steven K. Gaer, Mayor

ATTEST:

Ryan T. Jacobson
City Clerk



BID TABULATION
2016 HMA RESURFACING PROGRAM
Project No. 0510-005-2016

Engineer's Estimate

Bidder No. 1:

Des Moines Asphalt & Paving
 2401 SE Tones Dr., Suite 13
 Ankeny, IA 50021

Bidder No. 2:

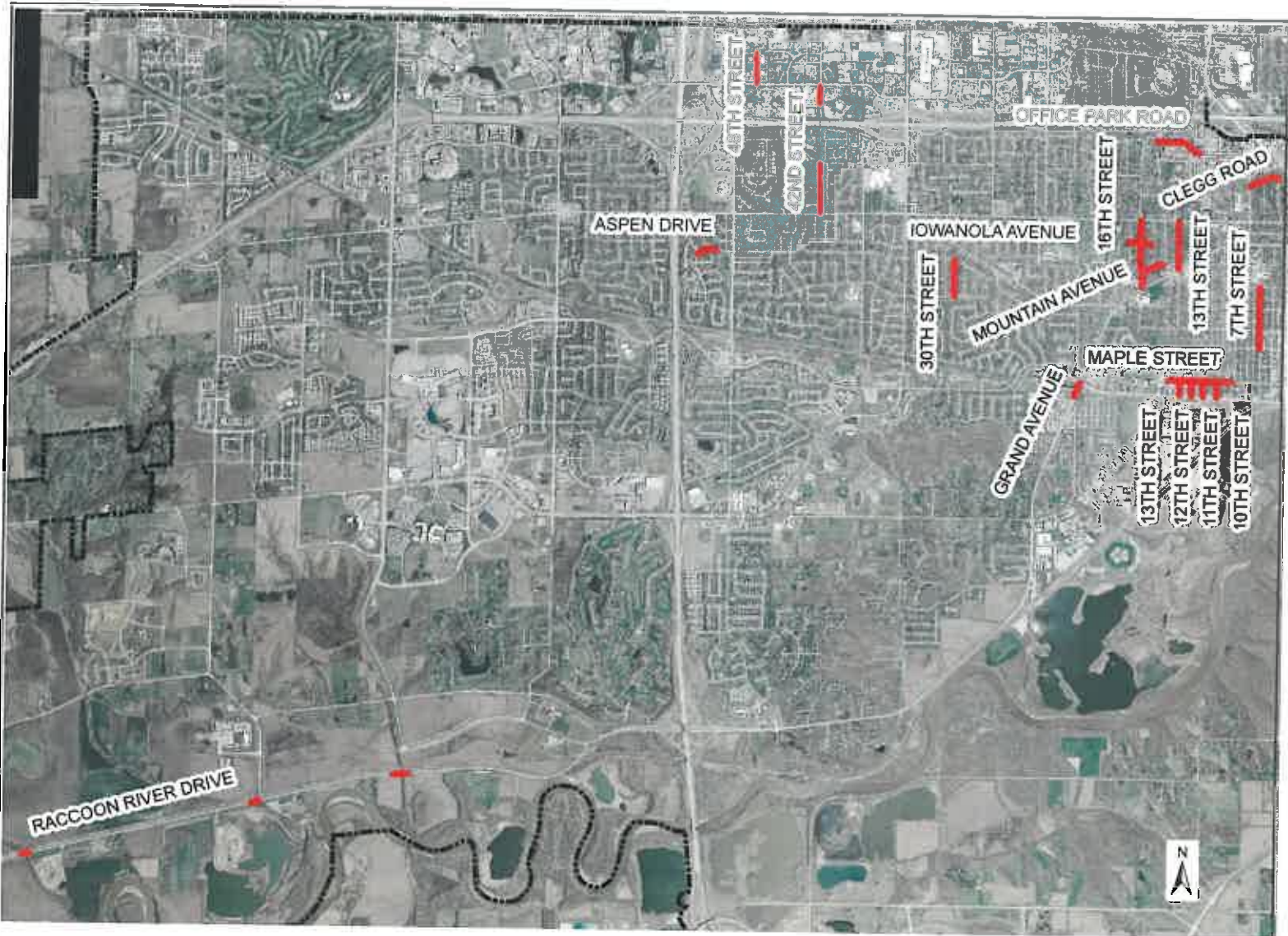
Grimes Asphalt & Paving Corp.
 P.O. Box 3374, 5550 NE 22nd Street
 Des Moines, IA 50316

Description	Unit	Estimated Quantity	Unit Price	Extended Price	Bidder No. 1:		Bidder No. 2:	
					Unit Price	Extended Price	Unit Price	Extended Price
Fixture Adjustments								
110 Sewer Manholes (Re-use Casting & Adjust W/ Concrete Rings)	EA.	2	\$1,000.00	\$2,000.00	\$400.00	\$800.00	\$625.00	\$1,250.00
120 Sewer Manholes (Replace Casting & Adjust W/ Concrete Rings)	EA.	25	\$2,500.00	\$62,500.00	\$780.00	\$19,500.00	\$1,200.00	\$30,000.00
130 Water Manholes (Re-Use Casting & Adjust W/ Concrete Rings)	EA.	2	\$750.00	\$1,500.00	\$400.00	\$800.00	\$375.00	\$750.00
140 PCC 5' x 5' Manhole Boxouts	EA.	29	\$1,500.00	\$43,500.00	\$1,010.00	\$29,290.00	\$1,000.00	\$29,000.00
150 Water Valve Box Adjustment Retro to Slide Type Water Valve Top Replacement	EA.	4	\$325.00	\$1,300.00	\$445.00	\$1,780.00	\$219.00	\$876.00
160 Intake Castings, M-A & M-C (1-1/2" Risers)	EA.	6	\$400.00	\$2,400.00	\$360.00	\$2,160.00	\$625.00	\$3,750.00
180 Intake Castings, M-D & M-E (1-1/2" Risers)	EA.	8	\$700.00	\$5,600.00	\$720.00	\$5,760.00	\$625.00	\$5,000.00
Excavation, Backfill, Grading and Shoulders								
210 Granular Shoulders	Ton	71	\$75.00	\$5,325.00	\$61.00	\$4,331.00	\$89.00	\$6,319.00
Street Patching and Pavement Repair								
310 PCC Full Depth Patches (M-4)	SY	1,923	\$125.00	\$240,375.00	\$122.50	\$235,567.50	\$136.00	\$261,528.00
320 PCC Full Depth Patches (IA DOT 5 Hr. PCC Mix)	SY	600	\$185.00	\$111,000.00	\$122.50	\$73,500.00	\$137.00	\$82,200.00
330 HMA Full Depth Patches	SY	25	\$100.00	\$2,500.00	\$180.00	\$4,500.00	\$221.00	\$5,525.00
340 HMA Partial Depth Patches	SY	138	\$60.00	\$8,280.00	\$55.00	\$7,590.00	\$97.00	\$13,386.00
350 4" Sidewalk Replacement and Removal	SY	25	\$65.00	\$1,625.00	\$55.75	\$1,393.75	\$60.00	\$1,500.00
360 6" Sidewalk Replacement and Removal	SY	25	\$75.00	\$1,875.00	\$135.00	\$3,375.00	\$144.00	\$3,600.00
370 2' x 4' Truncated Dome Panels	EA.	4	\$350.00	\$1,400.00	\$275.00	\$1,100.00	\$288.00	\$1,152.00
380 Replace Top Beams and Castings Only (M-D & M-E)	EA.	1	\$3,500.00	\$3,500.00	\$2,775.00	\$2,775.00	\$3,100.00	\$3,100.00
390 Replace Top Beams and Castings Only (M-A & M-C)	EA.	1	\$2,500.00	\$2,500.00	\$2,775.00	\$2,775.00	\$3,100.00	\$3,100.00
395 18" PCC Curb Replacement	LF	545	\$55.00	\$29,975.00	\$50.00	\$27,250.00	\$54.00	\$29,430.00
Surface Preparation For HMA Resurfacing								
410 Surface Cleaning/Tack Coat	SY	52,146	\$0.65	\$33,894.90	\$0.60	\$31,287.60	\$0.50	\$26,073.00
420 Tack Coat	SY	12,486	\$0.20	\$2,497.20	\$0.25	\$3,121.50	\$0.20	\$2,497.20
430 Surface Milling	SY	43,119	\$4.25	\$183,255.75	\$3.25	\$140,136.75	\$4.50	\$194,035.50
440 Grinding-Butt Joints	SY	3,433	\$10.00	\$34,330.00	\$10.50	\$36,046.50	\$10.00	\$34,330.00
Hot Mix Asphalt (HMA)								
510 1/2" HMA Surface Course (1 million ESAL) (65% Crushed)	TON	4,698	\$97.00	\$455,706.00	\$98.00	\$460,404.00	\$100.00	\$469,800.00
520 1/2" HMA Leveling Course (1 million ESAL) (65% Crushed)	TON	118	\$97.00	\$11,446.00	\$98.00	\$11,564.00	\$100.00	\$11,800.00
530 1/2" HMA Surface Course (3 million ESAL) (75% Crushed)	TON	1,091	\$97.00	\$105,827.00	\$98.00	\$106,918.00	\$104.00	\$113,464.00
540 1/2" HMA Intermediate Course (3 million ESAL) (75% Crushed)	TON	1,092	\$97.00	\$105,924.00	\$98.00	\$107,016.00	\$104.00	\$113,568.00
Traffic Control								
610 Traffic Control	LS	1	\$35,000.00	\$35,000.00	\$20,500.00	\$20,500.00	\$27,600.00	\$27,600.00
620 Flagger	Day	24	\$400.00	\$9,600.00	\$430.00	\$10,320.00	\$360.00	\$8,640.00
Painted Pavement Markings								
710 Broken White Line 4" (Equivalent)	Sta.	1.18	\$60.00	\$70.65	\$81.25	\$95.67	\$118.00	\$138.95
720 Double Yellow Lines 4"-8"-4" (Equivalent)	Sta.	27.04	\$60.00	\$1,622.40	\$81.25	\$2,197.00	\$118.00	\$3,190.72
730 Solid White Line 4" (Equivalent)	Sta.	22.77	\$60.00	\$1,366.20	\$81.25	\$1,850.06	\$118.00	\$2,686.86
740 Solid Yellow Line 4" (Equivalent)	Sta.	2.12	\$60.00	\$127.20	\$81.25	\$172.25	\$118.00	\$250.16
750 Broken Yellow Line 4" (Equivalent)	Sta.	2,162.5	\$60.00	\$129,750.00	\$81.25	\$175,700.00	\$118.00	\$255,180.00
760 Left Turn Arrow	EA.	11	\$125.00	\$1,375.00	\$108.25	\$1,190.75	\$84.00	\$924.00
770 Right Turn Arrow	EA.	3	\$125.00	\$375.00	\$108.25	\$324.75	\$84.00	\$252.00
780 White Stop Bar	EA.	4.00	\$400.00	\$1,600.00	\$65.00	\$260.00	\$60.00	\$240.00
790 White Pedestrian Crossing	EA.	1	\$400.00	\$400.00	\$108.25	\$108.25	\$240.00	\$240.00
791 School Crossing Symbol	EA.	4	\$400.00	\$1,600.00	\$163.00	\$652.00	\$120.00	\$480.00
792 Railroad Crossing Symbol	EA.	2	\$400.00	\$800.00	\$190.00	\$380.00	\$180.00	\$360.00
Traffic Signal Items								
810 Traffic Detection Loops	EA.	15	\$1,000.00	\$15,000.00	\$900.00	\$13,500.00	\$1,100.00	\$16,500.00
Mobilization								
910 Mobilization	LS	1	\$30,000.00	\$30,000.00	\$66,000.00	\$66,000.00	\$51,300.00	\$51,300.00
Total Project Cost				\$1,560,602.05		\$1,439,028.04		\$1,561,991.56

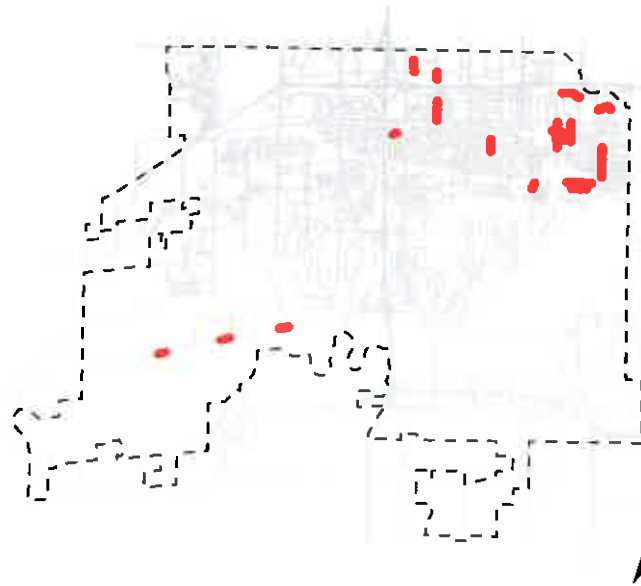


I hereby certify that this is a true tabulation of bids received on February 3, 2016 by the City of West Des Moines, Iowa 50265, and that I am a duly licensed professional engineer under the laws of the state of Iowa.

Jeffrey L. Nash 2-4-16
 Jeffrey L. Nash, P.E. Date
 Iowa Reg. No. 11453
 Registration Expires December 31, 2016
 Pages covered by this Seal: All Sheets



VICINITY MAP



LEGEND

PROJECT LOCATIONS



**DEPARTMENT OF PUBLIC WORKS
ENGINEERING DIVISION**

560 S. 16TH STREET (515)222-3475
WEST DES MOINES, IOWA 50265
FAX NO. (515)222-3478

PROJECT:	2016 HMA RESURFACING PROGRAM 0510-005-2016		
LOCATION:	VARIOUS		
DRAWN BY:	REF	DATE:	1/12/2016
			SHT. 1 OF 1

CITY OF WEST DES MOINES
CITY COUNCIL MEETING COMMUNICATION

DATE: February 8, 2016

ITEM:

- Public Hearing (5:35 p.m.)
- South Grand Prairie Parkway Tree Cutting.
- Raccoon River Drive to Madison Avenue

FINANCIAL IMPACT:

The Engineering Estimate of construction cost was estimated to be \$426,000.00 for the South Grand Prairie Parkway Tree Cutting. There were six (6) bids submitted with the low bid of \$268,550.00 being submitted by J. Petticord, Inc. of Des Moines, Iowa. Payments will be made from budgeted account no. 4290.75.820.6.7910 with the ultimate funding intended to come from General Obligation bonds.

BACKGROUND:

This project will cut and remove the trees in the proposed Grand Prairie Parkway roadway corridor between Raccoon River Drive and Madison Avenue. The tree removal limits are outlined in the Corps 404 permit and identified on the plans. The trees will need to all be cut before April 1, 2016 in order to protect nesting and roosting endangered bats. On-site burning of the debris probably will occur. The burning, if utilized, will meet specific parameters outlined by the Fire Marshal.

This Public Hearing is on the matter of adoption of Plans, Specifications, Form of Contract, and Estimate of Cost for the South Grand Prairie Parkway Tree Cutting - Raccoon River Drive to Madison Avenue. Upon completion of the Public Hearing, a Resolution should be passed adopting the Plans and Specifications, Form of Contract, Estimate of Cost, Waving Irregularities, and Awarding the Contract to J. Petticord, Inc. The bids received contained three irregularities which are noted in the bid tabulation.

The trees are to be cut by March 31, 2016 and the project is scheduled to be completed by May 13, 2016.

OUTSTANDING ISSUES: None.

RECOMMENDATION:

- City Council Adopt:
- Resolution Adopting Plans, Specifications, Form of Contract, and Estimate of Costs;
 - Motion receiving and filing Report of Bids;
 - Resolution waiving bid irregularities and awarding the construction contract to J. Petticord, Inc. of Des Moines, Iowa.

Lead Staff Member: Duane C. Wittstock, P.E., L.S., City Engineer

STAFF REVIEWS

Department Director	Duane C. Wittstock, City Engineer
Appropriations/Finance	Tim Stiles, Finance Director
Legal	Richard Scieszinski, City Attorney
Agenda Acceptance	RTJ

PUBLICATION(S) (if applicable)

Published In	Des Moines Register
Dates(s) Published	January 29, 2016

SUBCOMMITTEE REVIEW (if applicable)

Committee	Public Works		
Date Reviewed	February 1, 2016		
Recommendation	Yes	No	Split

RESOLUTION

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST DES MOINES,
APPROVING Adopting Plans, Specifications, Form of Contract, and Estimate of Cost**

WHEREAS, on January 26, 2016 Plans, Specifications, Form of Contract, and Estimate of Cost were filed with the City Clerk for the following described public improvement:

**South Grand Prairie Parkway Tree Cutting.
Raccoon River Drive to Madison Avenue
Project No. 0510-078-2015**

and,

WHEREAS, notice of hearing on Plans, Specifications, Form of Contract, and Estimate of Cost for said public improvements was published as required by law;

therefore,

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WEST DES MOINES,
IOWA**, that the Plans, Specifications, Form of Contract, and Estimate of Cost for said public improvement are hereby approved.

PASSED AND ADOPTED this **8th** day of **February, 2016**.

Steven K. Gaer, Mayor

ATTEST:

Ryan T. Jacobson, City Clerk

RESOLUTION

WHEREAS, the City Council of the City of West Des Moines has heretofore directed advertisement for bids for the following described public improvement:

**South Grand Prairie Parkway Tree Cutting
Raccoon River Drive to Madison Avenue
Project No. 0510-078-2015**

and,

WHEREAS, bids have been received and opened by the City Clerk and placed on file by the City Council,

and,

WHEREAS, irregularities were noted on three of the bids that were received,

and,

WHEREAS, the irregularities noted were not substantive in nature,

and,

WHEREAS, the bid of J. Petticord, Inc. of Des Moines, Iowa, in the amount of \$268,550.00 is the lowest responsive, responsible bid received for said public improvement,

therefore;

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WEST DES MOINES, IOWA, waives the irregularities in the bids that were received.

BE IT FURTHER RESOLVED that a contract for the South Grand Prairie Parkway Tree Cutting Project is hereby awarded to J. Petticord, Inc. in the amount of \$268,550.00 and the bond of said bidder for the project is hereby fixed in the same amount.

BE IT FURTHER RESOLVED that the City Engineer is authorized and directed to return bid bond(s) and/or check(s) to any unsuccessful bidder.

BE IT FURTHER RESOLVED that the work on said project may commence as soon as the final contract and bond have been approved by the City Engineer and have been signed by the City Clerk and after the contractor is given a written notice to proceed by the City Engineer.

PASSED AND ADOPTED this 8th day of February, 2016.

Steven K. Gaer, Mayor

ATTEST:

Ryan T. Jacobson, City Clerk



Foth Infrastructure & Environment, LLC

Tabulation of Bids
 City of West Des Moines, IA
 South Grand Prairie Parkway Tree Cutting
 City Project Number: 0510-078-2015



Bid Date: Wednesday, February 03, 2016
 at 2:00 pm

ITEM NO.	ITEM CODE	ITEM DESCRIPTION	UNIT	QUANTITY	Engineer's			J. Petticoord Inc.			Homer Tree Service			Boyle Built Enterprises, LLC		
					OPTION PRICE	SUBTOTAL	UNIT PRICE	SUBTOTAL	UNIT PRICE	SUBTOTAL	UNIT PRICE	SUBTOTAL	UNIT PRICE	SUBTOTAL		
2.1	2010-B-2000	CLEARING	ACRE	28	\$ 10,000.00	\$ 280,000.00	\$ 4,000.00	\$ 112,000.00	\$ 4,500.00	\$ 126,000.00	\$ 2,100.00	\$ 58,800.00	\$ 4,538.39	\$ 127,074.92		
7.1	7010-J-1000	GRANULAR SURFACING	TON	1,000	\$ 35.00	\$ 35,000.00	\$ 32.00	\$ 32,000.00	\$ 28.00	\$ 28,000.00	\$ 48.00	\$ 48,000.00				
9.1	9010-B-1200	HYDRAULIC SEEDING, FERT. & MULCH., TYPE 2 (PERM.	ACRE	28	\$ 2,250.00	\$ 63,000.00	\$ 2,350.00	\$ 65,800.00	\$ 2,520.00	\$ 70,560.00	\$ 2,100.00	\$ 58,800.00				
9.2	9040-A-2000	COOL SEASON MIX	LS	1	\$ 4,000.00	\$ 4,000.00	\$ 2,500.00	\$ 2,500.00	\$ 2,700.00	\$ 2,700.00	\$ 3,500.00	\$ 3,500.00				
9.3	9040-N-1000	SWPPP PREPARATION & MANAGEMENT	LF	3,000	\$ 2.00	\$ 6,000.00	\$ 1.90	\$ 5,700.00	\$ 1.68	\$ 5,040.00	\$ 1.95	\$ 5,850.00				
9.4	9040-O-1000	SILT FENCE	SY	240	\$ 50.00	\$ 12,000.00	\$ 20.00	\$ 4,800.00	\$ 35.00	\$ 8,400.00	\$ 10.00	\$ 2,400.00				
9.5	9040-Q-2000	STABILIZED CONSTRUCTION ENTRANCE	ACRE	28	\$ 500.00	\$ 14,000.00	\$ 1,350.00	\$ 37,800.00	\$ 1,440.00	\$ 40,320.00	\$ 1,500.00	\$ 42,000.00				
9.6	9060-F-1000	EROSION CONTROL MULCHING, HYDROMULCHING	LF	740	\$ 5.00	\$ 3,700.00	\$ 2.50	\$ 1,850.00	\$ 2.70	\$ 1,998.00	\$ 0.50	\$ 370.00				
11.1	11010-A-1000	TEMPORARY CONSTRUCTION FENCE	LS	1	\$ 7,500.00	\$ 7,500.00	\$ 7,000.00	\$ 7,000.00	\$ 5,940.00	\$ 5,940.00	\$ 12,000.00	\$ 12,000.00				
TOTAL BASE BID (Items 2.1 to 11.1)						\$ 425,200.00		\$ 268,550.00		\$ 288,958.00		\$ 299,994.92				

Notes:
 Note 1: J. Petticoord, Inc. submitted everything in one large envelope. The bid bond was inside the large envelope and the proposal form was inside another sealed envelope within the larger envelope. This 10% bid bond was verified before the proposal was opened and read.
 Note 2: Homer Tree Service submitted both the bid bond and the proposal form in one large envelope. Neither the bid bond nor the proposal were in separately sealed envelopes. The 10% bid bond was verified before the proposal was opened and read.
 Note 3: The extended price for Boyle's bid on item 2.1 CLEARING, was \$127,075.00. The corrected subtotal for item 2.1 decreased their total base bid by \$0.08.



Foth Infrastructure & Environment, LLC

Tabulation of Bids
 City of West Des Moines, IA
 South Grand Prairie Parkway Tree Cutting
 City Project Number: 0510-078-2015



Bid Date: Wednesday, February 03, 2016
 at 2:00 pm

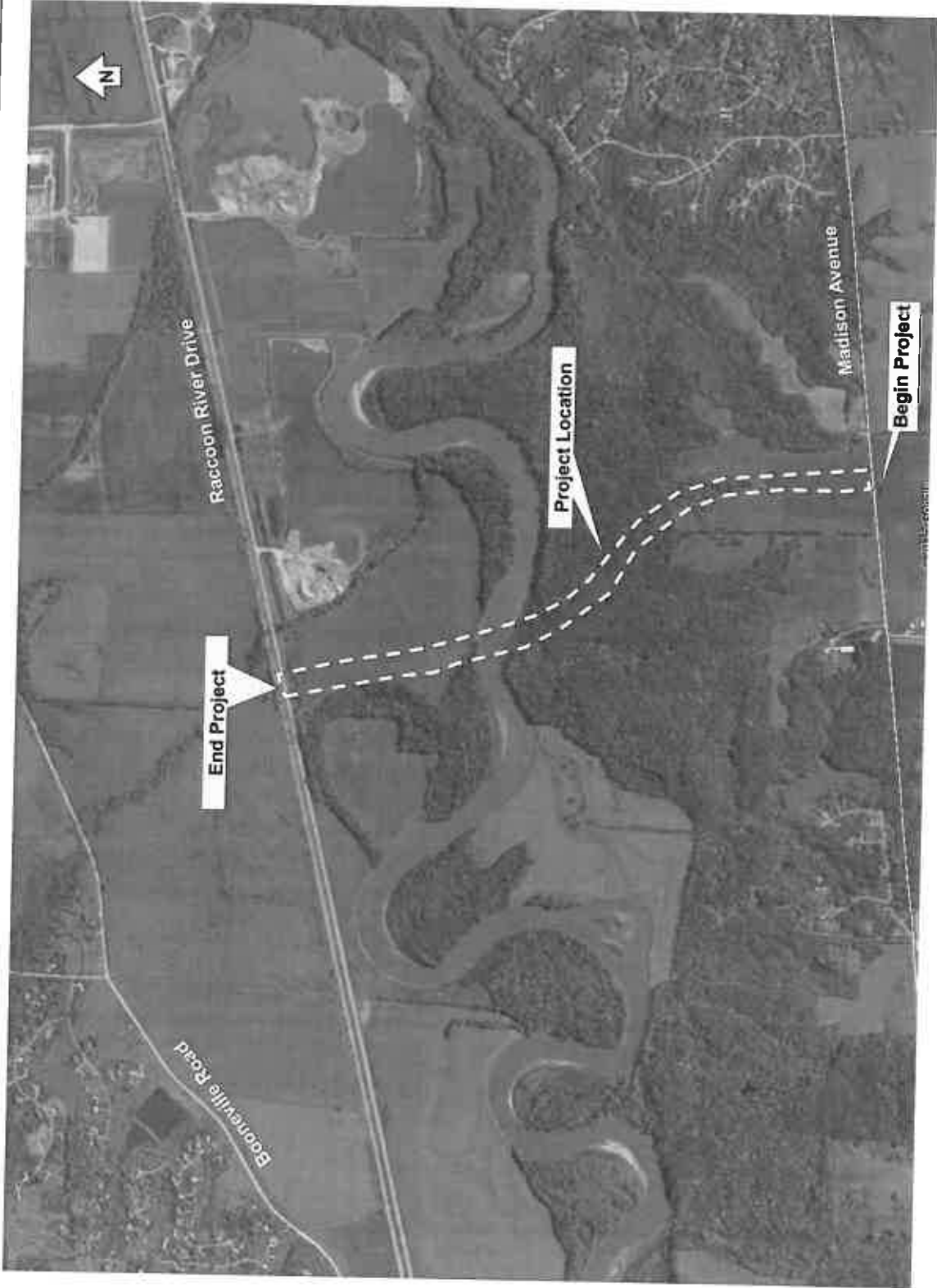
ITEM NO.	ITEM CODE	ITEM DESCRIPTION	UNIT	QUANTITY	Pohlmeier Construction Bondurant, IA		Legacy Corporation of IL East Moline, IL		Spring Lake Construction Polk City, IA	
					UNIT PRICE	SUBTOTAL	UNIT PRICE	SUBTOTAL	UNIT PRICE	SUBTOTAL
2.1	2010-B-2000	CLEARING	ACRE	28	\$ 6,350.00	\$ 177,800.00	\$ 8,000.00	\$ 224,000.00	\$ 14,000.00	\$ 392,000.00
7.1	7010-J-1000	GRANULAR SURFACING	TON	1,000	\$ 21.00	\$ 21,000.00	\$ 25.00	\$ 25,000.00	\$ 20.00	\$ 20,000.00
9.1	9010-B-1200	HYDRAULIC SEEDING, FERT. & MULCH., TYPE 2 (PERM. COOL SEASON MIX)	ACRE	28	\$ 2,310.00	\$ 64,680.00	\$ 2,100.00	\$ 58,800.00	\$ 1,250.00	\$ 35,000.00
9.2	9040-A-2000	SWPPP PREPARATION & MANAGEMENT	LS	1	\$ 2,475.00	\$ 2,475.00	\$ 5,500.00	\$ 5,500.00	\$ 2,000.00	\$ 2,000.00
9.3	9040-N-1000	SILT FENCE	LF	3,000	\$ 1.54	\$ 4,620.00	\$ 2.00	\$ 6,000.00	\$ 1.50	\$ 4,500.00
9.4	9040-O-1000	STABILIZED CONSTRUCTION ENTRANCE	SY	240	\$ 50.00	\$ 12,000.00	\$ 25.00	\$ 6,000.00	\$ 14.00	\$ 3,360.00
9.5	9040-Q-2000	EROSION CONTROL MULCHING, HYDROMULCHING	ACRE	28	\$ 1,320.00	\$ 36,960.00	\$ 1,200.00	\$ 33,600.00	\$ 400.00	\$ 11,200.00
9.6	9060-F-1000	TEMPORARY CONSTRUCTION FENCE	LF	740	\$ 5.00	\$ 3,700.00	\$ 10.00	\$ 7,400.00	\$ 2.00	\$ 1,480.00
11.1	11010-A-1000	CONSTRUCTION SURVEY	LS	1	\$ 5,000.00	\$ 5,000.00	\$ 10,000.00	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00
TOTAL BASE BID (Items 2.1 to 11.1)						\$ 328,235.00		\$ 378,300.00		\$ 474,540.00
					Bid Bond/Check			10% Bond		10% Bond
					Corrected					

I hereby certify that this is a true and correct tabulation of bids received on February 3, 2016, for the South Grand Prairie Parkway Tree Cutting, City Project No. 0510-078-2015 - West Des Moines, Iowa - 2016.

Bradley D. Hopkey
 Bradley D. Hopkey, P.E. License No. 16305 Date 2/4/16



S. Grand Prairie Parkway - West Des Moines, Iowa



**CITY OF WEST DES MOINES
CITY COUNCIL MEETING COMMUNICATION**

DATE: February 8, 2016

ITEM:

- Public Hearing (5:35 p.m.)
2016 Street and Pavement Repair Supplemental Retainer Contract

FINANCIAL IMPACT:

There were four (4) bids submitted for this contract. The low bid was submitted by Q3 Contracting, Inc. of Des Moines, IA based on the unit price bids for pavement patching items in the contract. The contract allows for the City to establish a primary and secondary contractor. For this contract the City designated Q3 Contracting, Inc. as the primary contractor based on being the low bid and The Concrete Company, Inc. of Grimes Iowa as the secondary contractor based on being the second low bid. Payments will be made from budgeted account no. 4026.75.820.6.7910.

BACKGROUND:

The 2016 Street and Pavement Repair Supplemental Retainer Contract was let to obtain unit prices for a contractor to perform various types of street and pavement repair services on an on-call basis. Due to growth in the City's street network, the intent of this contract is to supplement and assist City staff operations with urgent unexpected street and pavement repairs on City ROW, easements, and property. This on-call retainer contract is scheduled to start March 1, 2016, and to end February 28, 2017, with the City having the option to renew the contract if determined feasible.

RECOMMENDATION:

City Council Adopt:

- Resolution Adopting Plans, Specifications, Form of Contract, and Estimate of Costs;
- Motion receiving and filing Report of Bids;
- Resolution Awarding the Construction Contract to Q3 Contracting, Inc as the Primary Contractor and The Concrete Company as the Secondary Contractor.

Lead Staff Member: Jeff Nash, P.E. *JLN*

STAFF REVIEWS

Department Director	Bret Hodne, Public Works Director <i>RHC</i>
Appropriations/Finance	Tim Stiles, Finance Director <i>TS</i>
Legal	Richard Scieszinski, City Attorney
Agenda Acceptance	<i>RTG</i>

PUBLICATION(S) (if applicable)

Published In	<i>Des Moines Register</i>
Dates(s) Published	<i>January 29, 2016</i>

SUBCOMMITTEE REVIEW (if applicable)

Committee	Public Works		
Date Reviewed	February 1, 2016		
Recommendation	Yes	No	Split

RESOLUTION

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST DES MOINES,
APPROVING Adopting Plans, Specifications, Form of Contract, and Estimate of Cost**

WHEREAS, on January 26, 2016 Plans, Specifications, Form of Contract, and Estimate of Cost were filed with the City Clerk for the following described public improvement:

**2016 Street and Pavement Repair Supplemental Retainer Contract
Project No. 0510-009-2016**

and,

WHEREAS, notice of hearing on Plans, Specifications, Form of Contract, and Estimate of Cost for said public improvements was published as required by law;

therefore,

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WEST DES MOINES,
IOWA**, that the Plans, Specifications, Form of Contract, and Estimate of Cost for said public improvement are hereby approved.

PASSED AND ADOPTED this 8th day of February, 2016.

Steven K. Gaer, Mayor

ATTEST:

Ryan T. Jacobson
City Clerk

RESOLUTION

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST DES MOINES,
APPROVING Awarding Contract**

WHEREAS, the City Council of the City of West Des Moines has heretofore directed advertisement for bids for the following described public improvement:

**2016 Street and Pavement Repair Supplemental Retainer Contract
Project No. 0510-009-2016**

and,

WHEREAS, bids have been received and opened by the City Clerk and placed on file by the City Council.

and,

WHEREAS, the bid of Q3 Contracting, Inc. is the lowest responsive, responsible bid received for said public improvement,

therefore;

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WEST DES MOINES, IOWA, that a contract for the 2016 Street and Pavement Repair Supplemental Retainer Contract is hereby awarded to Q3 Contracting, Inc. as the primary contractor and The Concrete Company, Inc. as the secondary contractor.

BE IT FURTHER RESOLVED that the City Engineer is authorized and directed to return bid bond(s) and/or check(s) to any unsuccessful bidder.

BE IT FURTHER RESOLVED that work on said project may commence as soon as the final contract and bond have been approved by the City Engineer and have been signed by the City Manager or Deputy City Manager after the contractor is given a written notice to proceed by the City Engineer.

PASSED AND ADOPTED this 8th day of February, 2016.

Steven K. Gaer, Mayor

ATTEST:

Ryan T. Jacobson
City Clerk

BID TABULATION - Page 1 of 1
2016 STREET AND PAVEMENT REPAIR SUPPLEMENTAL RETAINER CONTRACT
WEST DES MOINES, IOWA
PROJECT NO. 0510-009-2016



City of Des Moines

Description	Bidder No. 1: (1)			Bidder No. 2: (2)			Bidder No. 3:			Bidder No. 4: (3)		
	Unit	Price	Extended Price	Unit	Price	Extended Price	Unit	Price	Extended Price	Unit	Price	Extended Price
Pavement/Median Removal/Disposal	SY	\$ 35.00	---			---			---			---
Sidewalk/Trail/Driveway Removal/Disposal	SY	\$ 21.00	---			---			---			---
Curb Removal/Disposal	SY	\$ 4.75	---			---			---			---
Class 10 Excavation	CY	\$ 33.50	---			---			---			---
Class A Granular Backfill	Ton	\$ 33.50	---			---			---			---
Controlled Low Strength Material or Flowable Fill	CY	\$ 183.25	---			---			---			---
Manhole Adjustment, Minor	EA	\$ 510.00	---			---			---			---
Adjust Valve Box to Grade, Minor	EA	\$ 410.00	---			---			---			---
7" Min. Reinforced PCC Full Depth Patch (<= 50 SY)	SY	\$ 134.50	---			---			---			---
7" Min. Reinforced PCC Full Depth Patch (> 50 SY)	SY	\$ 93.50	---			---			---			---
9" Min. Reinforced PCC Full Depth Patch (<= 50 SY)	SY	\$ 147.75	---			---			---			---
9" Min. Reinforced PCC Full Depth Patch (> 50 SY)	SY	\$ 104.00	---			---			---			---
11" Min. Reinforced PCC Full Depth Patch (<= 50 SY)	SY	\$ 162.00	---			---			---			---
11" Min. Reinforced PCC Full Depth Patch (> 50 SY)	SY	\$ 115.50	---			---			---			---
Composite HMA/PCC Patch (< 8" PCC & 2" HMA)	SY	\$ 144.48	---			---			---			---
Composite HMA/PCC Patch (>= 8" PCC & 3" HMA)	SY	\$ 170.00	---			---			---			---
9" PCC Median Patch (Non-Integral)	SY	\$ 124.75	---			---			---			---
4" Sidewalk Replacement	SY	\$ 75.25	---			---			---			---
6" Sidewalk Replacement	SY	\$ 87.75	---			---			---			---
6" Pedestrian Ramp Replacement	SY	\$ 113.00	---			---			---			---
6" Driveway Replacement	SY	\$ 87.75	---			---			---			---
6" Reinforced Driveway & Trail Replacement	SY	\$ 99.50	---			---			---			---
PCC Curb and Gutter Replacement (18" to 36" Wide)	LF	\$ 28.00	---			---			---			---
32% Calcium Chloride Solution PCC Accelerator	Gal.	\$ 2.50	---			---			---			---
Remove/Relay Brick Pavers	SF	\$ 26.50	---			---			---			---
Traffic Detection Loops Replacement	EA	\$ 1,150.00	---			---			---			---
Sodding	SQ	\$ 250.00	---			---			---			---
Pre-Manufactured Detectable Warning Panels (2' x 4')	EA	\$ 240.00	---			---			---			---
Replace Intake Top Beams and Castings Only (M-A & M-C)	EA	\$ 1,600.00	---			---			---			---
Replace Intake Top Beams and Castings Only (M-D & M-I)	EA	\$ 2,100.00	---			---			---			---

- (1) Awarded Primary Contractor
- (2) Awarded Secondary Contractor
- (3) Did not supply a unit price quote for all the contract bid items. This bid is considered non-reponsive.

I hereby certify that this is a true tabulation of bids received on February 3, 2016 by the City of West Des Moines, Iowa 50265, and that I am a duly licensed professional engineer under the laws of the state of Iowa.



Jeffrey L. Nash
 Jeffrey L. Nash, P.E.
 Iowa Reg. No. 11453

2-4-16
 Date

Registration Expires December 31, 2016

**CITY OF WEST DES MOINES
CITY COUNCIL MEETING COMMUNICATION**

7(a)

DATE: February 8, 2016

ITEM: Newport Office Building, 1075 Jordan Creek Parkway – Approval of a Major Modification to a Site Plan to construct a 75,000 sq. ft. office building – RRHWoods, LLC - MaM-002943-2015

RESOLUTION: Approval of a Major Modification

FINANCIAL IMPACT: Undetermined.

BACKGROUND: RRHWoods, LLC is proposing to construct one 75,000 sq. ft. office building at 1075 Jordan Creek Parkway. The building is proposed to be a three story, brown brick building with ribbon windows in keeping with the adjacent buildings (see Exhibit I - Attachment B – Location Map, Attachment C – Site Plan, and Attachment D – Building Elevations). It should be noted, in 2005, essentially the same site plan was approved by the Commission and Council. This new site plan adjusts the grades throughout the site after soil from another nearby project was placed on the parcel, adjusts alignment of site utilities, and brings the site into compliance with current codes and regulations. The City Council approved a phased site plan at their meeting on January 11, 2016, to permit grading, utility, and footing and foundation construction.

Plan and Zoning Commission Action:

Vote: 5-0 approval, Commissioner Hatfield abstaining due to potential conflict of interest, Commissioner Brown absent.

Date: February 1, 2016

Motion: Adopt a resolution recommending the City Council approve the Major Modification

Mr. Tom Rupprecht, R&R Realty, noted that the property owner will be conducting a street light analysis (discussion of this is included in Exhibit I) to determine if additional street lights are needed on the east side of Jordan Creek Parkway and, if so, will execute the street light agreement prior to occupancy of the building.

OUTSTANDING ISSUES: There are no outstanding issues.


The following items of interest are noted in the attached Plan and Zoning Commission report (see Exhibit I):

- Applicant's Request
- History
- City Council Subcommittee – Development and Planning (*scheduled for January 11, 2016*)
- Staff Review and Comments
- Comprehensive Plan Consistency
- Findings
- Staff Recommendation and Conditions of Approval
- Owner/Applicant/Applicant Representative Information

RECOMMENDATION: Based upon the preceding review and a finding of consistency with the goals and policies of the Comprehensive Plan, the Plan and Zoning Commission recommends the City Council adopt a resolution to approve the Major Modification to a Site plan to construct a 75,000 sq. ft. office building at 1075 Jordan Creek Parkway, subject to the applicant meeting all City Code requirements and the following:

1. That the applicant acknowledge that prior to any occupancy permit for the building, the landscaping for open space, parking lot, and screening be installed, inspected, and approved or in the event the landscaping is not complete, surety in an amount equal to 1 ½ times the landscape contract be submitted to the City in order to receive a temporary occupancy permit. The applicant further acknowledges that all site improvements, including landscaping will need to be completed, inspected by staff, and deficiencies remedied prior to the issuance of a Final Occupancy Permit for the building.
2. That the applicant acknowledge that final site plan drawings which address all staff comments must be submitted prior to any work that may require City inspections.

3. That the City Council accept right-of-way and utility easements for an additional 2.5 feet of right-of-way along Jordan Creek Parkway adjacent to this site and for an additional 5 feet of right-of-way along 72nd Street adjacent to this site, prior to any occupancy of the building.
4. That the City Council allow ingress/egress easement, the street light agreement (if needed), and the storm water facility management agreement and certifications to be submitted prior to any occupancy of the building.

Lead Staff Member: Kara Tragesser, AICP 

STAFF REVIEWS

Department Director	
Appropriations/Finance	
Legal	
Agenda Acceptance	

PUBLICATION(S) (if applicable)

Published In	N/A
Date(s) Published	
Letter sent to surrounding property owners	

SUBCOMMITTEE REVIEW (if applicable)

Committee	Development & Planning Subcommittee		
Date Reviewed	January 11, 2016		
Recommendation	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Split <input type="checkbox"/>

ATTACHMENTS:

- Exhibit I - Plan and Zoning Commission Communication
 - Attachment A - Plan and Zoning Commission Resolution
 - Attachment B - Location Map
 - Attachment C - Site Plan
 - Attachment D - Elevations
- Exhibit II - City Council Resolution

CITY OF WEST DES MOINES
PLAN AND ZONING COMMISSION COMMUNICATION

Meeting Date: February 1, 2016

Item: Newport Office Building, 1075 Jordan Creek Parkway – Approval of a Major Modification to a Site Plan to construct a 75,000 sq. ft. office building – R&R Realty - MaM-002943-2015

Requested Action: Approval of a Major Modification to a Site Plan

Case Advisor: Kara Tragesser, AICP *KAT*

Applicant's Request: RRHWoods, LLC is proposing to construct one 75,000 sq. ft. office building at 1075 Jordan Creek Parkway. The building is proposed to be a three story, brown brick building with ribbon windows in keeping with the adjacent buildings (see Attachment B – Location Map, Attachment C – Site Plan, and Attachment D – Building Elevations).

History: The subject property is designated as 'Parcel F' within the Country Club West Office Plaza Planned Unit Development (formerly the Fountain West PUD). The property has an underlying zoning district of Professional Commerce Park and is vacant. On August 1, 2005, the City Council approved a site plan for the parcel for a three story, 75,000 sq. ft. building. Since that approval, the entitlement for that approval has been extended nine times. Because the site plan approval remained valid, with the construction of the Sierra Point apartments at 7171 Woodland Avenue in 2014, the applicant was able to place soil from the Sierra Point site onto this property. With the change in grading resulting from the soil being placed on the property, a new site plan needed to be reviewed and approved.

On January 11, 2016, the City Council approved a phased site plan that allowed the property owner to grade the site, install private utilities, and construct footings and foundations at their own risk.

City Council Subcommittee: This item was presented to the Development and Planning City Council Subcommittee on January 11, 2016; the Subcommittee was supportive of the development.

Staff Review and Comment: This request was distributed to other City departments and other agencies for their review and comment. Staff notes the following:

Right-of-way: Jordan Creek Parkway is classified as a major arterial roadway which by Comprehensive Plan standards needs 165 feet of total right-of-way or 82.5 feet from the center of the right-of-way adjacent to the subject property. It appears the existing right-of-way adjacent to this site is 80 feet, therefore the deficit of 2.5 feet should be provided to the City by the property owner. Also, 72nd Street is classified as a minor collector roadway which by Comprehensive Plan standards needs 70 feet of total right-of-way or 35 feet from the center of the right-of-way adjacent to the subject property. It appears the existing half right-of-way adjacent to this site is 30 feet, therefore the deficit of 5 feet of right-of-way should be provided to the City by the property owner. It has been the practice of the City Council to require the additional right-of-way by deed or irrevocable offer of dedication for existing platted property. Staff recommended that the right-of-way be provided by deed to be consistent with the City Council's practice for the majority of development projects approved throughout the City.

The property owner has offered right-of-way needs by easement on other projects, Sierra Point apartments and a Capital Improvement project at 50th and University, and requests the same consideration for this project. After discussion with the City Attorney's office, staff has included a recommendation that the additional right-of-way for these roadways be provided for by easement in this case as it is unlikely that the subject roadways will be widened.

Future Street Lights: Existing lighting levels on Jordan Creek Parkway do not meet the standards set in the City's lighting policy. When the west side of Jordan Creek Parkway is developed a lighting analysis will be done and the street light spacing likely will change. This may require additional street lights adjacent to this site. The applicant can either do the analysis now to determine the light pole spacing to verify whether additional street lights would not be necessary or execute a Street Light Agreement agreeing to make the necessary light adjustments at such time that the analysis is completed either by developers on the west side of the road or the City.. If a study were to be completed now by the applicant and no additional street lights were identified as necessary, then the agreement would not be necessary. It does

not appear that the applicant will be completing a study now, therefore Staff recommends a condition of approval that, if the study is not complete by the time the applicant wishes to occupy the building that the Street Light Agreement be executed prior to issuance of an occupancy permit, including a temporary occupancy.

Agreements and Easements executed prior to any occupancy permit versus prior to building permit: Generally, the City requires all easements (right-of-way and ingress/egress) and agreements (street lights and storm water facility management) to be executed prior to approving a building permit. This helps to ensure that the City receives the required documents before being confronted with a development that is ready to be occupied in all other aspects, but for the agreements and easements to be executed. The property owner has raised specific concerns with the provision now of the Storm Water Management Facility Maintenance Agreement and as-built certifications as winter weather prevents the proper surveying of the pond. The property owner has requested that the easements and agreements be executed and returned to the City prior to occupancy instead in order to allow the building permits to be approved and construction begin as soon as possible. Since the City Council has yet to approve the project with the conditions of approval which include accepting right-of-way easements in lieu of deeds and the time it is anticipated to take to complete the street light analysis, these easements and agreements won't be ready at the time the City Council reviews the development proposal. Staff is recommending a condition of approval that would allow the building permits to be issued prior to receiving the documents, but that the documents be executed and provided to the City prior to issuance of an occupancy permit for the building, including issuance of a temporary occupancy permit.

Comprehensive Plan Consistency: The project has been reviewed for consistency with the Comprehensive Plan. Based upon that review, a finding has been made that the proposed project is consistent with the Comprehensive Plan in that the project is consistent with all of the goals and policies of the Comprehensive Plan and the land use map of the Comprehensive Plan.

Findings: This proposed project was distributed to various city departments for review and comment. Based upon that review, the following findings have been made on the proposed project:

1. The proposed development and use is consistent with the West Des Moines Comprehensive Plan in that the project has been reviewed for consistency with the Comprehensive Plan. Based upon that review, a finding has been made that the proposed project is consistent with the Comprehensive Plan in that the project is consistent with all of the goals and policies of the Comprehensive Plan.
2. The proposed development and use does assure compatibility of property uses within the zone and general area in that this project was reviewed by various City Departments for compliance with the Zoning Ordinance.
3. All applicable standards and conditions have been imposed which protects the public health, safety and welfare in that this project was reviewed by various City Departments and public agencies for compliance with the various state and local regulations. Based upon that review a finding is made that the project has been adequately conditioned to protect the health, welfare and safety of the community.
4. There is adequate on-site and off-site public infrastructure to support the proposed development in that this project was reviewed by various public agencies and City Departments and public utilities to ensure that either the petitioner will construct or the project has been conditioned to construct adequate public infrastructure to serve the development.
5. The proposed development and use has met the requirements contained in the City Code in that this project was reviewed by various City Departments and the project has complied with or has been conditioned to comply with all City Code requirements.
6. The proposed development and use is in keeping with the scale and nature of the surrounding neighborhood in that the proposed project is consistent with the zoning designation and Comprehensive Plan which designates this site as suitable for development such as that proposed by this project.

Staff Recommendation And Conditions Of Approval: Based upon the preceding review and a finding of consistency with the goals and policies of the Comprehensive Plan, staff recommends the Plan and Zoning Commission adopt a resolution recommending the City Council approve the Major Modification to a Site plan to construct a 75,000 sq. ft. office building at 1075 Jordan Creek Parkway, subject to the applicant meeting all City Code requirements and the following:

1. That the applicant acknowledge that prior to any occupancy permit for the building, the landscaping for open space, parking lot, and screening be installed, inspected, and approved or in the event the landscaping is not complete, surety in an amount equal to 1 ½ times the landscape contract be submitted to the City in order to receive a temporary occupancy permit. The applicant further acknowledges that all site improvements, including landscaping will need to be completed, inspected by staff, and deficiencies remedied prior to the issuance of a Final Occupancy Permit for the building.
2. That the applicant acknowledge that final site plan drawings which address all staff comments must be submitted prior to any work that may require City inspections.
3. That the City Council accept right-of-way and utility easements for an additional 2.5 feet of right-of-way along Jordan Creek Parkway adjacent to this site and for an additional 5 feet of right-of-way along 72nd Street adjacent to this site, prior to any occupancy of the building.
4. That the City Council allow ingress/egress easement, the street light agreement (if needed), and the storm water facility management agreement and certifications to be submitted prior to any occupancy of the building.

Owner: RRHWoods, LLC
c/o R&R Realty Group LTD
1225 Jordan Creek Parkway
West Des Moines IA 50266

Applicant: R&R Realty Group
1225 Jordan Creek Parkway, Suite 200
West Des Moines IA 50266
Tom Rupprecht
515-223-4500
Rupprecht.tom@rrrealty.com

ATTACHMENTS:

- | | | |
|--------------|---|---------------------------------------|
| Attachment A | - | Plan and Zoning Commission Resolution |
| Attachment B | - | Location Map |
| Attachment C | - | Site Plan |
| Attachment D | - | Elevations |

RESOLUTION NO. PZC -16-008

A RESOLUTION OF THE PLAN AND ZONING COMMISSION OF THE CITY OF WEST DES MOINES, RECOMMENDING TO THE CITY COUNCIL THAT IT APPROVE A SITE PLAN TO CONSTRUCT A 75,000 SQUARE FOOT OFFICE BUILDING AT 1075 JORDAN CREEK PARKWAY

WHEREAS, pursuant to the provisions of Title 10, Chapter 1 et seq, of the West Des Moines Municipal Code, the applicant, RRHWoods LLC, has requested approval for a Major Modification to a Site Plan (MaM-002943-2015) to construct a 75,000 square foot office building and associated site improvements on that property located at 1075 Jordan Creek Parkway;

WHEREAS, studies and investigations were made, and staff reports and recommendations were submitted which is made a part of this record and herein incorporated by reference;


WHEREAS, on February 1, 2016, this Commission held a duly-noticed public meeting to consider the application for a Major Modification to Site Plan;

NOW, THEREFORE, THE PLAN AND ZONING COMMISSION OF THE CITY OF WEST DES MOINES DOES RESOLVE AS FOLLOWS:


SECTION 1. The findings, for approval, in the staff report or as amended orally at the Plan and Zoning Commission hearing are adopted.

SECTION 2. The Site Plan to construct a 75,000 square foot office building and associated site improvements is recommended to the City Council for approval, subject to compliance with all the conditions in the staff report including conditions added at the Hearing, and attached hereto as Exhibit "A." Violation of any such conditions shall be grounds for revocation of the permit, as well as any other remedy which is available to the City.

PASSED AND ADOPTED on February 1, 2016.


 Craig Erickson, Chairperson
 Plan and Zoning Commission

ATTEST:


 Recording Secretary

I HEREBY CERTIFY that the foregoing resolution was duly adopted by the Plan and Zoning Commission of the City of West Des Moines, Iowa, at a regular meeting held on February 1, 2016, by the following vote:

AYES: Crowley, Costa, Andersen, Erickson, Southworth

NAYS:

ABSTENTIONS: Hatfield

ABSENT: Brown

ATTEST:


 Recording Secretary

Exhibit A
CONDITIONS OF APPROVAL

1. That the applicant acknowledge that prior to any occupancy permit for the building, the landscaping for open space, parking lot, and screening be installed, inspected, and approved or in the event the landscaping is not complete, surety in an amount equal to 1 ½ times the landscape contract be submitted to the City in order to receive a temporary occupancy permit. The applicant further acknowledges that all site improvements, including landscaping will need to be completed, inspected by staff, and deficiencies remedied prior to the issuance of a Final Occupancy Permit for the building.
2. That the applicant acknowledge that final site plan drawings which address all staff comments must be submitted prior to any work that may require City inspections.
3. That the City Council accept right-of-way and utility easements for an additional 2.5 feet of right-of-way along Jordan Creek Parkway adjacent to this site and for an additional 5 feet of right-of-way along 72nd Street adjacent to this site, prior to any occupancy of the building.
4. That the City Council allow ingress/egress easement, the street light agreement (if needed), and the storm water facility management agreement and certifications to be submitted prior to any occupancy of the building.

Newport - 1075 Jordan Creek Parkway

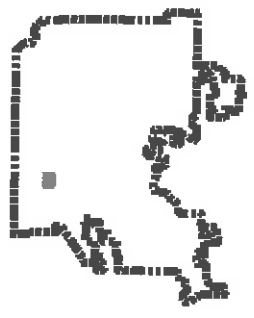


1: 2,299



Legend

- Parcels
- Parks
- Greenways



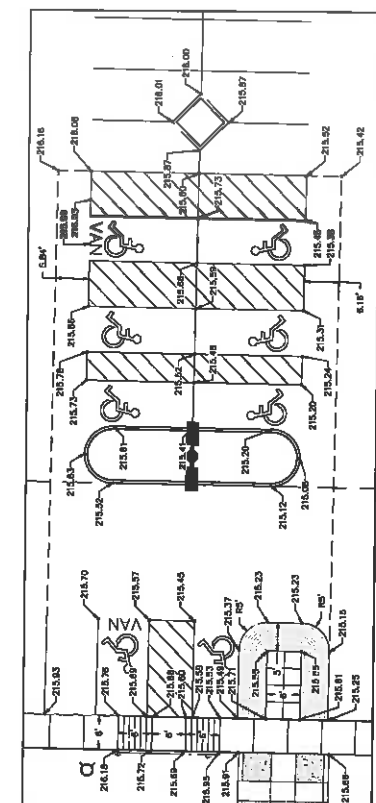
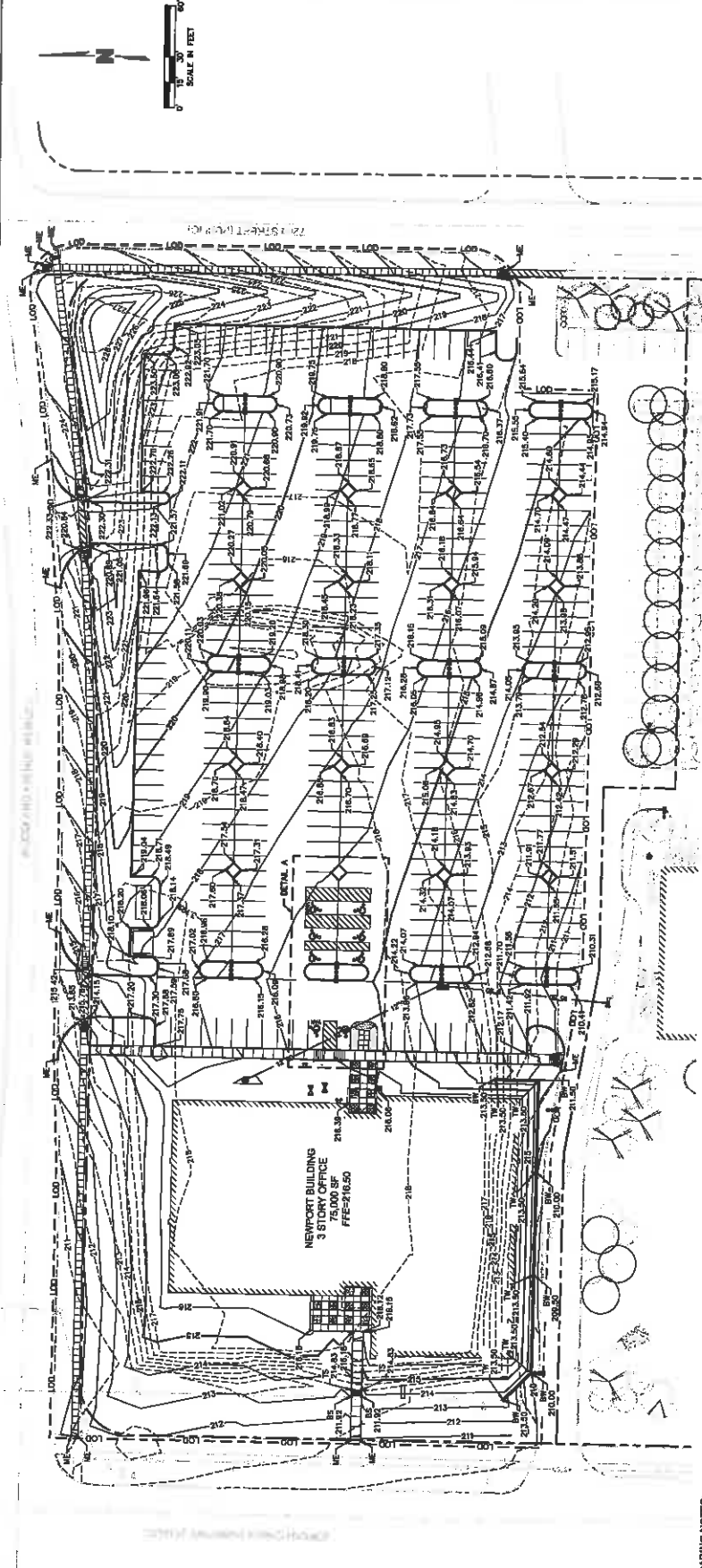
383.2 0 191.61 383.2 Feet

Disclaimer: The City of West Des Moines makes no warranties regarding the accuracy or completeness of the data provided herein.

THIS MAP IS NOT TO BE USED FOR NAVIGATION

NAD_1983_StatePlane_Iowa_South_FIPS_1402_Feet
© City of West Des Moines, Iowa

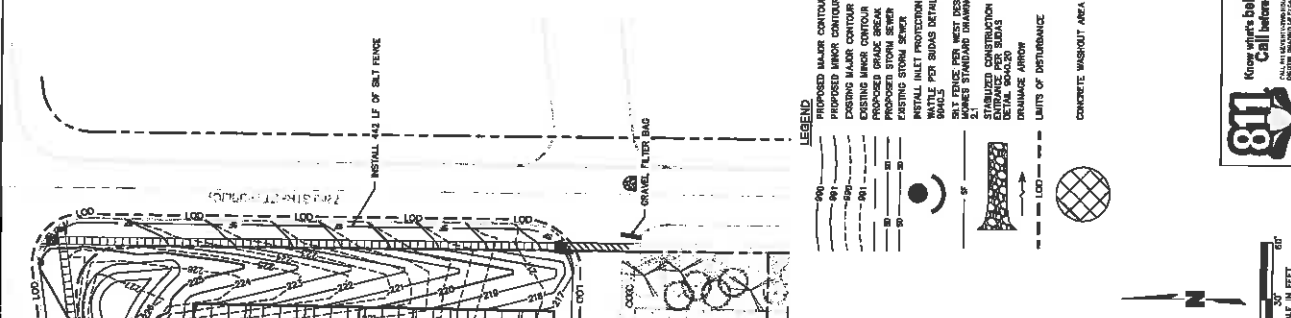
REV. NO.	DATE	REVISIONS DESCRIPTION



DETAIL A
SCALE: 1"=1'-0"

SPOT ELEVATION ABBREVIATIONS:
 TP - TOP OF CURB
 TD - TOP OF DRAINAGE
 CB - CURB BREAK
 BS - BOTTOM OF STAIRS
 WB - WHICH DRAINING
 TW - TOP OF WALL
 BW - BOTTOM OF WALL

- GRADING NOTES:**
1. REFER TO ANY GRADING OPERATIONS, ALL EROSION AND SEDIMENT CONTROL DEVICES SHALL BE INSTALLED AND MAINTAINED THROUGHOUT THE CONSTRUCTION PERIOD.
 2. THE CONTOUR LINES, SPOT ELEVATIONS AND BUILDING FLOOR ELEVATIONS SHOWN ARE TO BE MAINTAINED THROUGHOUT THE CONSTRUCTION PERIOD. THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING THE GRADING THROUGHOUT THE CONSTRUCTION PERIOD.
 3. ALL TOP OF CURBS AND SIDEWALK ELEVATIONS SHALL BE 6" ABOVE FINISHED ELEVATIONS UNLESS OTHERWISE NOTED. IN AREAS WITH SIDEWALKS, FINISHED ELEVATIONS SHALL BE 6" ABOVE FINISHED ELEVATIONS UNLESS OTHERWISE NOTED.
 4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING THE GRADING THROUGHOUT THE CONSTRUCTION PERIOD.
 5. FINISHED ELEVATIONS SHALL BE MAINTAINED THROUGHOUT THE CONSTRUCTION PERIOD.
 6. ALL EROSION AND SEDIMENTATION CONTROL DEVICES SHALL BE INSTALLED AND MAINTAINED THROUGHOUT THE CONSTRUCTION PERIOD.
 7. ALL EROSION AND SEDIMENTATION CONTROL DEVICES SHALL BE INSTALLED AND MAINTAINED THROUGHOUT THE CONSTRUCTION PERIOD.
 8. ALL EROSION AND SEDIMENTATION CONTROL DEVICES SHALL BE INSTALLED AND MAINTAINED THROUGHOUT THE CONSTRUCTION PERIOD.
 9. ALL EROSION AND SEDIMENTATION CONTROL DEVICES SHALL BE INSTALLED AND MAINTAINED THROUGHOUT THE CONSTRUCTION PERIOD.
 10. ALL EROSION AND SEDIMENTATION CONTROL DEVICES SHALL BE INSTALLED AND MAINTAINED THROUGHOUT THE CONSTRUCTION PERIOD.
 11. ALL EROSION AND SEDIMENTATION CONTROL DEVICES SHALL BE INSTALLED AND MAINTAINED THROUGHOUT THE CONSTRUCTION PERIOD.
 12. ALL EROSION AND SEDIMENTATION CONTROL DEVICES SHALL BE INSTALLED AND MAINTAINED THROUGHOUT THE CONSTRUCTION PERIOD.
 13. ALL EROSION AND SEDIMENTATION CONTROL DEVICES SHALL BE INSTALLED AND MAINTAINED THROUGHOUT THE CONSTRUCTION PERIOD.
 14. ALL EROSION AND SEDIMENTATION CONTROL DEVICES SHALL BE INSTALLED AND MAINTAINED THROUGHOUT THE CONSTRUCTION PERIOD.
 15. ALL EROSION AND SEDIMENTATION CONTROL DEVICES SHALL BE INSTALLED AND MAINTAINED THROUGHOUT THE CONSTRUCTION PERIOD.



NEWPORT OFFICE BUILDING
3 STORY OFFICE
75,000 SF
PFE-216.50

INSTALL 785 LF OF SILT FENCE

INSTALL 444 LF OF SILT FENCE

GRAVEL FILTER BAG

INLET PROTECTION

CONCRETE WASHOUT

LIMITS OF DISTURBANCE

CONTRACTOR SHALL MAINTAIN ACCESS TO ALL UTILITIES AND PAVING

ONCE STORM SEWER IS FINISHED, INLET PROTECTION SHALL BE INSTALLED, DETENTION

LAGERS AND STABILIZATION SHALL BE INSTALLED, AND ALL EROSION CONTROL MEASURES

ADHERED TO THROUGHOUT CONSTRUCTION.

CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING ACCESS TO ALL UTILITIES AND PAVING

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ADHERED TO THROUGHOUT CONSTRUCTION.

CONTRACTOR SHALL MAINTAIN ACCESS TO ALL UTILITIES AND PAVING

ONCE STORM SEWER IS FINISHED, INLET PROTECTION SHALL BE INSTALLED, DETENTION

LAGERS AND STABILIZATION SHALL BE INSTALLED, AND ALL EROSION CONTROL MEASURES

ADHERED TO THROUGHOUT CONSTRUCTION.

OWNER: U.S. G-5 BAR REALTY GROUP LTD
1225 WATSON CREEK PARKWAY, SUITE 200
PLEASANTON, IN 46068

ENGINEER: ZIG VETA JONES
7741 WATSON CREEK PARKWAY, SUITE 200
PLEASANTON, IN 46068

CONTRACTOR: COMPART CONSTRUCTION SERVICES INC.
RESPONSIBLE PERSON: _____
ADDRESS: _____
PHONE: _____

SUBCONTRACTOR:
COMPANY: _____
RESPONSIBLE PERSON: _____
ADDRESS: _____
PHONE: _____

CONTRACTOR:
RESPONSIBLE PERSON: _____
ADDRESS: _____
PHONE: _____

FLOOD ZONE:
ZONE A AREAS RETURNED TO BE OUTSIDE
MUS. USE ANNUAL FLOOD PLAN -
EFFECTIVE DATE: FEBRUARY 18, 2008

SITE INFORMATION	
TOTAL DISTURBED AREA	4.93 AC
TOTAL SITE AREA	4.69 AC
SOIL INFORMATION	CLAYSON LOAM DEBS MORGAN
RESERVATION	JORDAN CREEK WA
UNPAVED TREATMENT	UNPAVED TREATMENT
COEFFICIENT OF CONSTRUCTION	0.55 (100 YEAR)
COEFFICIENT OF CONSTRUCTION	0.25 (100 YEAR)

CONSTRUCTION & EROSION CONTROL SCHEDULE:
1. SILT FENCE SHALL BE INSTALLED IN THE PROPOSED LOCATIONS FOR PERIMETER CONTROL.
2. INSTALL PERIMETER SLOPING, DOWN SLOPE, AND SORE SLOPE PERMETER CONTROLS.
3. DEMO, CLEARING AND GRUBBING SHALL BE COMPLETED.
4. SITE SHALL BE ROUGH GRADED. TEMPORARY COVER CROP SHALL BE SEED AS EXISTING TO MAINTAIN VEGETATION LEAVING THE SITE.
5. STRUCTURE EXCAVATION AND BUILDING CONSTRUCTION SHALL COMMENCE. DRAINAGE ACTIVITIES AND DISCHARGE SHALL BE IN COMPLIANCE WITH THE REQUIRED PERMITS.
6. STORM SEWER INSTALLATION SHALL BE COMPLETED AND COVERED UP BY UTILITY AND PAVING.
7. CONSTRUCTION ALONG WITH RESTRICTIONS SHALL BE COMPLETED.
8. ONCE STORM SEWER IS FINISHED, INLET PROTECTION SHALL BE INSTALLED. DETENTION LAGERS AND STABILIZATION SHALL BE INSTALLED, AND ALL EROSION CONTROL MEASURES ADHERED TO THROUGHOUT CONSTRUCTION.
9. CONSTRUCTION SHALL BE RESPONSIBLE FOR MAINTAINING ACCESS TO ALL UTILITIES AND PAVING ONCE STORM SEWER IS FINISHED, INLET PROTECTION SHALL BE INSTALLED, DETENTION LAGERS AND STABILIZATION SHALL BE INSTALLED, AND ALL EROSION CONTROL MEASURES ADHERED TO THROUGHOUT CONSTRUCTION.

LEGEND:
PROPOSED MAJOR CONTOUR
PROPOSED MINOR CONTOUR
EXISTING MAJOR CONTOUR
EXISTING MINOR CONTOUR
PROPOSED STORM SEWER
EXISTING STORM SEWER
INSTALL INLET PROTECTION
MATERIAL PER DETAILS
SILT FENCE PER MOST DETAIL
CONCRETE WASHOUT PER MOST DETAIL
STABILIZED CONSTRUCTION ENTRANCE PER DETAILS
CONCRETE WASHOUT PER DETAILS
LIMITS OF DISTURBANCE
CONCRETE WASHOUT AREA

SCALE: 1/4" = 1'-0"

WEST DES MOINES, IOWA
COUNTRY CLUB OFFICE PARK
NEWPORT OFFICE BUILDING

EROSION CONTROL PLAN

REVISIONS
NO. DATE REVISION DESCRIPTION

2015

SHEET C2.2

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811 NUMBER: 1-800-487-4811

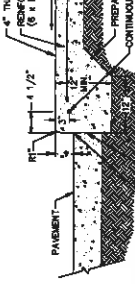
ASSOCIATES

2157 Third Street
West Des Moines, IA 50319
TEL: 515.987.8817
www.dfg Associates.com

USDA NRCS



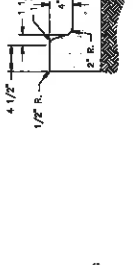
4" CONCRETE SIDEWALK



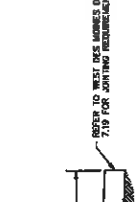
4" CURB/SIDEWALK DETAIL



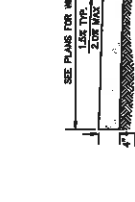
2" STANDARD CURB



4" DIAMOND PLANTER - PARKING LOT



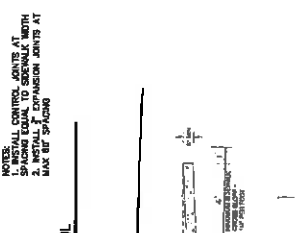
6" POLE MOUNTED ADA SIGN DETAIL



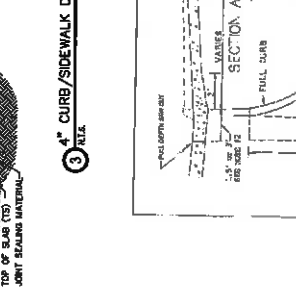
9" CURB RAMP - TYPE B



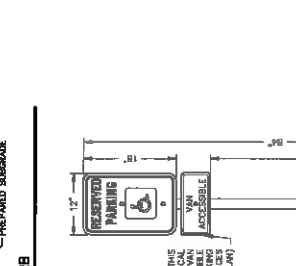
CONCRETE PAVERS AT ENTRY



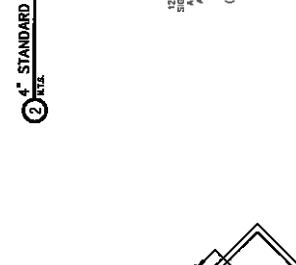
SECTION AA CURB/SIDEWALK DETAIL



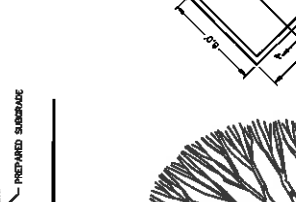
DIAMOND PLANTER - PARKING LOT



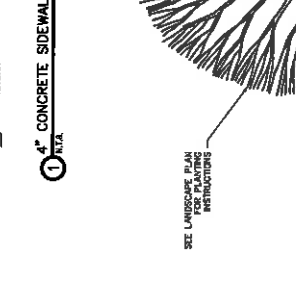
POLE MOUNTED ADA SIGN DETAIL



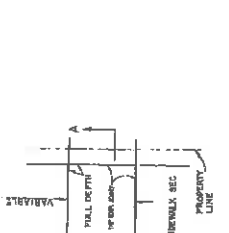
CURB RAMP - TYPE B



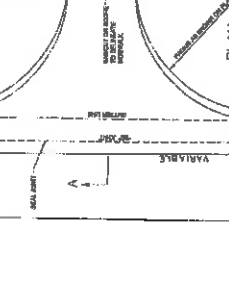
CONCRETE PAVERS AT ENTRY



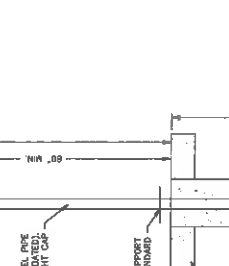
COMMERCIAL DRIVEWAY DETAIL



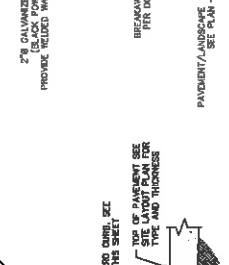
SECTION AA CURB/SIDEWALK DETAIL



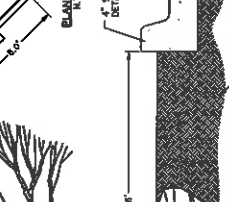
DIAMOND PLANTER - PARKING LOT



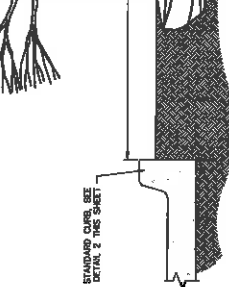
POLE MOUNTED ADA SIGN DETAIL



CURB RAMP - TYPE B



CONCRETE PAVERS AT ENTRY



COMMERCIAL DRIVEWAY DETAIL

NOTES:
 1. ALL CURB AND SIDEWALK SHALL BE CONCRETE.
 2. ALL CURB AND SIDEWALK SHALL BE FINISHED WITH A 1/8" BROOM FINISH.
 3. ALL CURB AND SIDEWALK SHALL BE FINISHED WITH A 1/8" BROOM FINISH.
 4. ALL CURB AND SIDEWALK SHALL BE FINISHED WITH A 1/8" BROOM FINISH.

NOTE: CURB BEHINDING IS ALLOWED FOR COMMERCIAL DRIVEWAYS. SAWCUT A MINIMUM 1/8" FROM BACK OF CURB TO PREVENT SPALLING AND TO EXTEND TO THE NEAREST TRANSVERSE JOINT.

NOTE: PRIOR TO PLACEMENT OF CONCRETE, CONTRACTOR SHALL REQUEST AN ON-SITE INSPECTOR WITH THE BUILDING DIVISION (65)222.3030

NOTE: PRIOR TO PLACEMENT OF CONCRETE, CONTRACTOR SHALL REQUEST AN ON-SITE INSPECTOR WITH THE BUILDING DIVISION (65)222.3030

NOTE: PRIOR TO PLACEMENT OF CONCRETE, CONTRACTOR SHALL REQUEST AN ON-SITE INSPECTOR WITH THE BUILDING DIVISION (65)222.3030



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 811 RHODE ISLAND: 800-233-6339
 811 SOUTH CAROLINA: 800-233-6339
 811 SOUTH DAKOTA: 800-233-6339
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 811 VERMONT: 800-233-6339
 811 VIRGINIA: 800-233-6339
 811 WASHINGTON: 800-233-6339
 811 WEST VIRGINIA: 800-233-6339
 811 WISCONSIN: 800-233-6339
 811 WYOMING: 800-233-6339

DATE: 06/18/2015
 TIME: 12:05pm
 USER: headman
 C:\TRK\33104

EXTERIOR ELEVATION

SHEET NO.

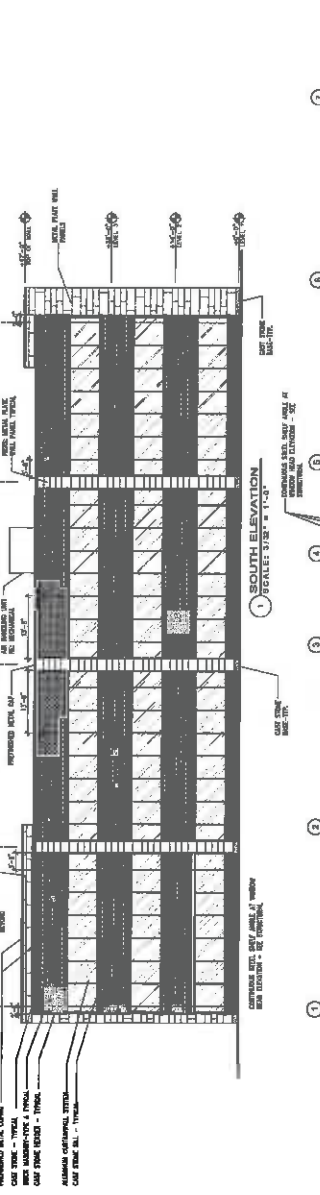
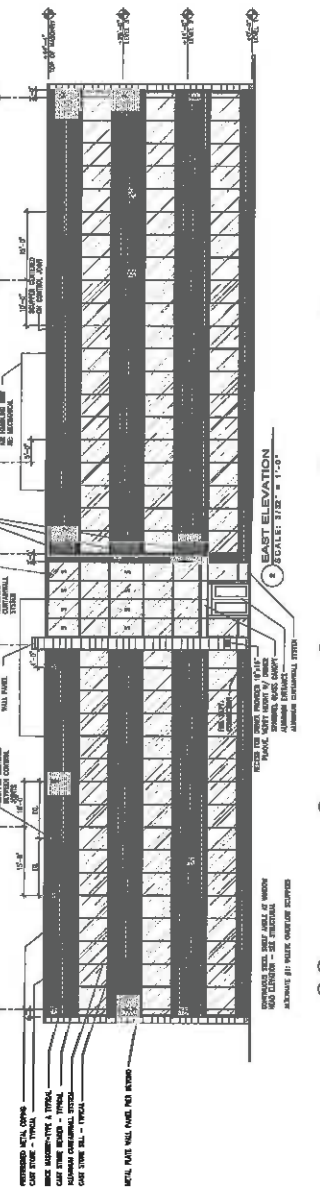
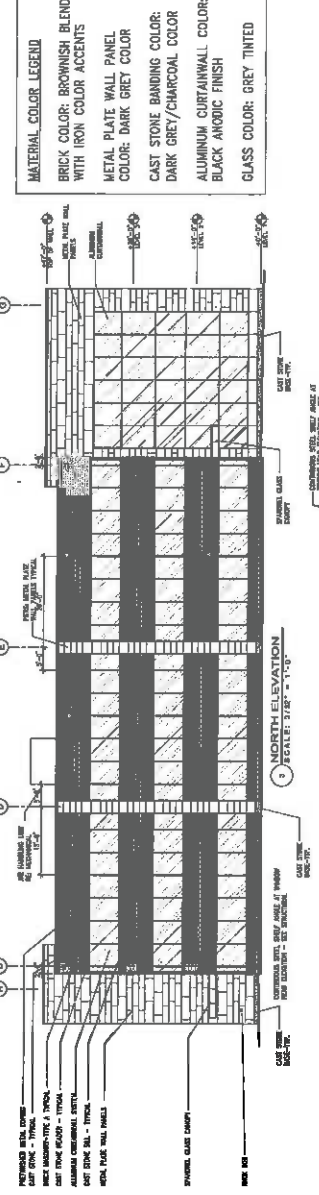
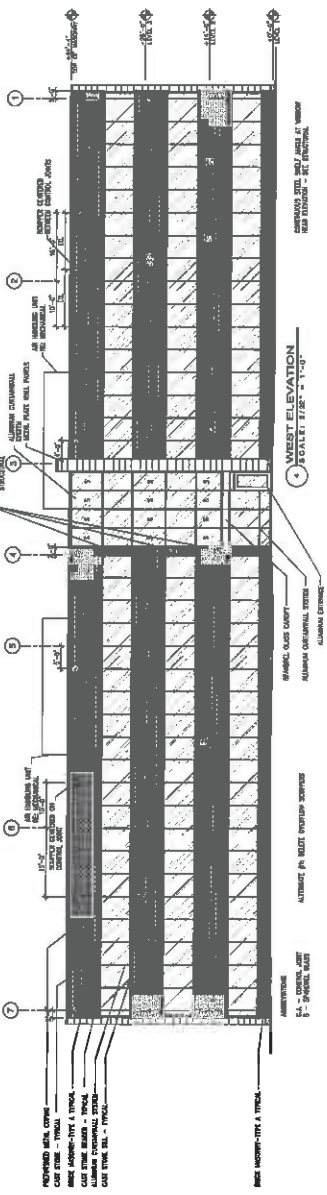
PROJECT NO.: 1001
 SHEET NO.: 1001-1004
 PROJECT: NEWPORT OFFICE BUILDING
 1075 JORDAN CREEK PARKWAY
 WEST DES MOINES, IOWA 50309

DESIGNED BY: SVP Architects Inc.
 DRAWING DATE: 10/2018
 CHECKED BY: [Name]
 PROJECT MANAGER: [Name]

PROJECT NAME:
NEWPORT OFFICE BUILDING
 1075 JORDAN CREEK PARKWAY
 WEST DES MOINES, IOWA 50309

ARCHITECT:
SVP Architects Inc.
 1405 28th Street, Suite 200
 West Des Moines, Iowa 50309
 515 271 5960 Fax 515 271 5961

GENERAL NOTES:
 1. REFER TO ALL DRAWINGS FOR MATERIALS AND FINISHES.
 2. REFER TO ALL DRAWINGS FOR DIMENSIONS AND TOLERANCES.
 3. REFER TO ALL DRAWINGS FOR NOTES AND SPECIFICATIONS.
 4. REFER TO ALL DRAWINGS FOR MATERIALS AND FINISHES.
 5. REFER TO ALL DRAWINGS FOR DIMENSIONS AND TOLERANCES.
 6. REFER TO ALL DRAWINGS FOR NOTES AND SPECIFICATIONS.





Prepared by: KTragesser City of West Des Moines Development Services, P.O. Box 65320, West Des Moines, IA 50265-0320, 515-222-3620
When Recorded, Return to: City Clerk, City of West Des Moines, P. O. Box 65320, West Des Moines, IA 50265-0320

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST DES MOINES, APPROVING THE MAJOR MODIFICATION TO A SITE PLAN (MaM-002943-2015) TO ALLOW FOR THE CONSTRUCTION OF A 75,000 SQ. FT. OFFICE BUILDING ON PROPERTY LOCATED AT 1075 JORDAN CREEK PARKWAY

WHEREAS, pursuant to the provisions of Title 9, Chapter 1 et seq, of the West Des Moines Municipal Code, RRHWoods, LLC, requests approval for a Major Modification to a Site Plan to construct at 75,000 sq. ft. office building on property legally described as:

Legal Description of Property

Lot 1 Country Club Office Plaza West Plat 7, an official plat now in and forming a part of the City of West Des Moines, Dallas County, Iowa

WHEREAS, studies and investigations were made, and staff reports and recommendations were submitted which is made a part of this record and herein incorporated by reference;

WHEREAS, on February 1, 2016, the Plan and Zoning Commission recommended to the City Council approval of the Major Modification to a Site Plan; and

WHEREAS, on February 8, 2016, this City Council held a duly-noticed meeting to consider the application for the full site plan

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WEST DES MOINES DOES RESOLVE AS FOLLOWS:

SECTION 1. The findings, for approval, in the staff report for the site plan, or as amended orally at the City Council meeting on February 8, 2016, are adopted.

SECTION 2. The Major Modification to a Site Plan to construct a 75,000 sq. ft. office building is approved, subject to compliance with all conditions in the staff report, including conditions added at the meeting, and attached hereto as Exhibit "A". Violation of any such conditions shall be grounds for revocation of the entitlement, as well as any other remedy which is available to the City.

PASSED AND ADOPTED on February 8, 2016.

ATTEST:

Ryan T. Jacobson
City Clerk

EXHIBIT "A"
CONDITIONS OF APPROVAL

1. That the applicant acknowledge that prior to any occupancy permit for the building, the landscaping for open space, parking lot, and screening be installed, inspected, and approved or in the event the landscaping is not complete, surety in an amount equal to 1 ½ times the landscape contract be submitted to the City in order to receive a temporary occupancy permit. The applicant further acknowledges that all site improvements, including landscaping will need to be completed, inspected by staff, and deficiencies remedied prior to the issuance of a Final Occupancy Permit for the building.
2. That the applicant acknowledge that final site plan drawings which address all staff comments must be submitted prior to any work that may require City inspections.
3. That the City Council accept right-of-way and utility easements for an additional 2.5 feet of right-of-way along Jordan Creek Parkway adjacent to this site and for an additional 5 feet of right-of-way along 72nd Street adjacent to this site, prior to any occupancy of the building.
4. That the City Council allow ingress/egress easement, the street light agreement (if needed), and the storm water facility management agreement and certifications to be submitted prior to any occupancy of the building.

**CITY OF WEST DES MOINES
CITY COUNCIL MEETING COMMUNICATION**

Date: February 8, 2016

ITEM: Stevenson Plat of Survey, 201 S. 30th Street; 205 S. 30th Street; 2923 Country Side Drive – Create two (2) parcels for transfer of ownership – Chad Stevenson – POS-002945-2015

RESOLUTION: Approval and Release of Plat-of-Survey

FINANCIAL IMPACT: Undetermined.

BACKGROUND: The applicant, Chad Stevenson, is requesting approval of a Plat-of-Survey to create two (2) parcels for transfer of ownership. The intent of the request is to shift the property lines between 201 S. 30th Street, 205 S. 30th Street, and 2923 Country Side Drive slightly to the northeast. It should be noted that with the proposed transfer of ownership and shifting of property lines, the lots will still be in conformance with Single Family Residential-RS zoning district setbacks and bulk area requirements.

CITY COUNCIL SUBCOMMITTEE: This Plat-of-Survey was not presented to the Subcommittee because the proposed changes in comparison to the recorded Country Side Plat 1 plat are minor in nature.

OUTSTANDING ISSUES: There are no outstanding issues.

COMPREHENSIVE PLAN CONSISTENCY: The project has been reviewed for consistency with the Comprehensive Plan. Based upon that review, a finding has been made that the proposed project is consistent with the Comprehensive Plan in that the project is consistent with all of the goals and policies of the Comprehensive Plan and the land use map of the Comprehensive Plan.

RECOMMENDATION: Based upon the preceding review and a finding of consistency with the goals and policies of the Comprehensive Plan, staff recommends the City Council approve the Plat-of-Survey to create two (2) parcels for transfer of ownership between three adjacent properties, subject to the applicant complying with all applicable City Code requirements and the following:

1. Documents to permanently lot tie Parcel A to Lot 5 Country Side Plat 1 and Parcel B to Lot 6 Country Side Plat 1 shall be executed prior to recording this Plat of Survey.

Lead Staff Member: J. Bradley Munford

Staff Reviews:

Department Director	
Appropriations/Finance	
Legal	
Agenda Acceptance	

PUBLICATION(S) (if applicable)

Published In	n/a
Date(s) Published	n/a
Letter sent to surrounding property owners	n/a

SUBCOMMITTEE REVIEW (if applicable)

Committee	Development & Planning		
Date Reviewed	n/a		
Recommendation	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Split <input type="checkbox"/>

ATTACHMENTS:

- Exhibit I - Location Map
- Exhibit II - Plat-of-Survey
- Exhibit III - Resolution: Approval and Release of Plat-of-Survey
- Exhibit A - Conditions of Approval

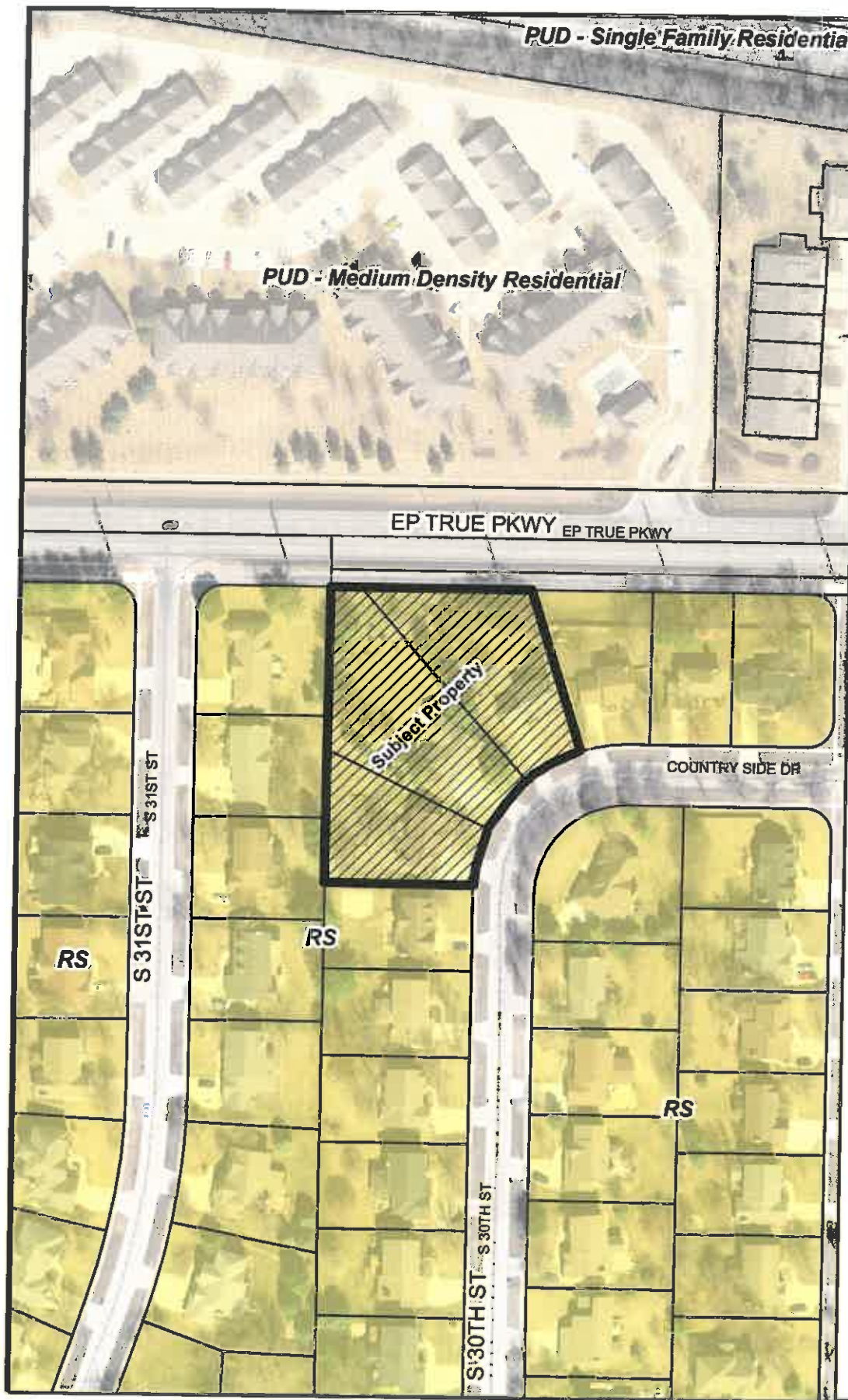
EXHIBIT I



Stevenson
Plat of Survey

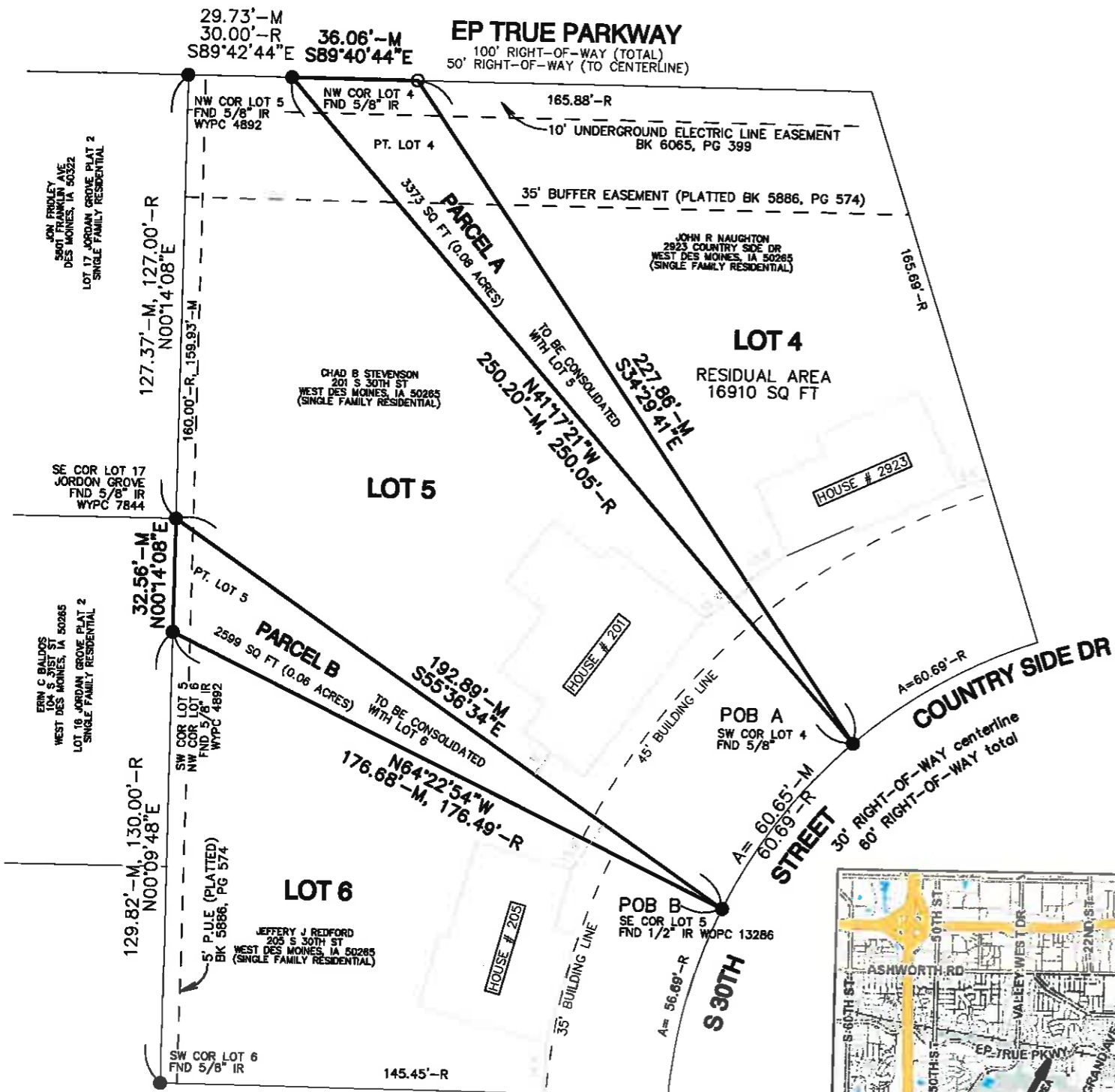


NOT TO SCALE



Legend

- Unshaded
- Open Space/Agricultural (OG)
- Residential Estate (RE)
- Residential Single-Family (RS)
- Single-Family Residential (R-1)
- Single-Family - Commerce Residential (SF-CR)
- Single-Family - Valley Junction Residential (SF-VJ)
- Manufactured Housing (MH)
- Residential Medium-Density (RM)
- Residential High-Density (RH)
- Neighborhood Commercial (NC)
- Convenience Commercial (CVC)
- Valley Junction Historic Business (VJHB)
- Valley Junction Commercial (VJC)
- Community Commercial (CAC)
- Support Commercial (SC)
- Regional Commercial (RC)
- Office (OF)
- Professionals/Commerce Park (PCP)
- Warehouse Retail (WR)
- Business Park (BP)
- Valley Junction Light Industrial (VJLI)
- Light Industrial (LI)
- General Industrial (GI)
- PUD - Open Space
- PUD - Single Family Residential
- PUD - Medium Density Residential
- PUD - High Density Residential
- PUD - Business and Commercial
- PUD - Office
- PUD - Industrial



PLAT OF SURVEY

IN LOTS 4 AND 5 IN COUNTRY SIDE PLAT 1

REQUESTED BY:

CHAD B STEVENSON
201 S 30TH STREET
WEST DES MOINES, IOWA 50265

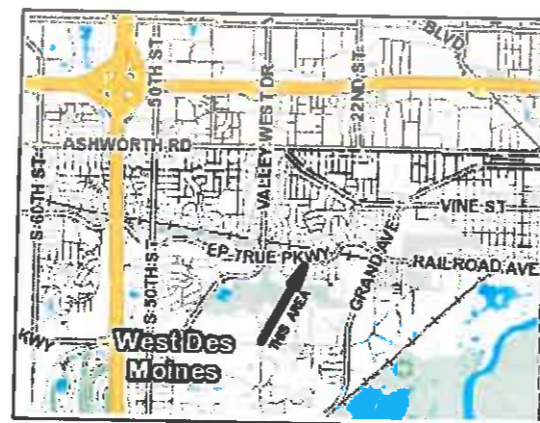
PROPRIETORS:

LOT 4 JOHN P NAUGHTON 2923 COUNTRY SIDE DR WEST DES MOINES, IA 50265	LOT 5 CHAD B STEVENSON 201 S 30TH STREET WEST DES MOINES, IA 50265	LOT 6 JEFFREY J REDFORD 205 S 30TH STREET WEST DES MOINES, IA 50265
---	---	--

LEGAL DESCRIPTIONS:

PARCEL A BEING A PART OF LOT 4 IN COUNTRY SIDE PLAT ONE, AN OFFICIAL PLAT NOW INCLUDED IN AND FORMING A PART OF THE CITY OF WEST DES MOINES, POLK COUNTY, IOWA, MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHWEST CORNER OF SAID LOT 4, THENCE NORTH 41°17'21" WEST, ALONG THE WESTERLY LINE OF SAID LOT 4, A DISTANCE OF 250.20 FEET TO THE NORTH-WEST CORNER OF SAID LOT 4; THENCE SOUTH 89°40'44" EAST ALONG THE NORTH LINE OF SAID LOT 4, A DISTANCE OF 36.06 FEET; THENCE SOUTH 34°29'41" EAST, A DISTANCE OF 227.86 FEET TO THE POINT OF BEGINNING, CONTAINING 0.08 ACRES, MORE OR LESS, AND SUBJECT TO ANY EASEMENTS OR RESTRICTIONS OF RECORD.

PARCEL B BEING A PART OF LOT 5 IN COUNTRY SIDE PLAT ONE, AN OFFICIAL PLAT NOW INCLUDED IN AND FORMING A PART OF THE CITY OF WEST DES MOINES, POLK COUNTY, IOWA, MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHWEST CORNER OF SAID LOT 5; THENCE NORTH 64°22'54" WEST ALONG THE SOUTHERLY LINE OF SAID LOT 5, A DISTANCE OF 176.68 FEET TO THE SOUTHWEST CORNER OF SAID LOT 5; THENCE NORTH 00°14'08" EAST ALONG THE WEST LINE OF SAID LOT 5, A DISTANCE OF 32.56 FEET; THENCE SOUTH 55°36'34" EAST, A DISTANCE OF 192.89 FEET TO THE POINT OF BEGINNING, CONTAINING 0.06 ACRES, MORE OR LESS, AND SUBJECT TO ANY EASEMENTS OR RESTRICTION OF RECORD.



NOTES

- 1) PARCEL A AND PARCEL B ARE NON-CONFORMING AND ARE TO BE CONSOLIDATED WITH ADJOINING RECORD TRACTS.
- 2) PARCEL A IS TO BE CONSOLIDATED WITH LOT 5, PARCEL B IS TO BE CONSOLIDATED WITH LOT 6
- 3) ZONING DISTRICT = RESIDENTIAL (RS 10)
- 4) CURRENT COMPREHENSIVE PLAN IS SINGLE FAMILY RESIDENTIAL.
- 5) BASIS USED FOR BEARINGS: IOWA STATE PLAN COORDINATE SYSTEM, IOWA SOUTH ZONE.
- 6) THE UNADJUSTED ERROR OF CLOSURE IS WITHIN 1: 5000.

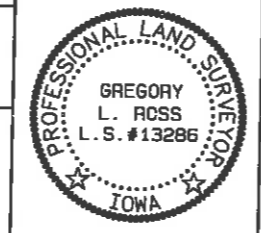
DATES OF SURVEY FIELD WORK: 10-16-15

GRAPHIC SCALE 1"=40'

ross land SURVEYING, Inc. PO Box 336 Johnston, Iowa 50131 PHONE: 515.254.2567 www.rosslandsurveying.com

REVISIONS AND SUBMITTALS
CLIENT REVIEW 10/31/15
REVISE PER CITY COMMENTS 12/11/16

**PLAT OF SURVEY
LOTS 4 AND 5 IN
COUNTRY SIDE PLAT 1**



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

Signed 1/13/16

GREGORY L. ROSS Iowa Reg. No. 13286 Date

My license renewal date is December 31, 2016

●	--FOUND CORNER
○	--SET 1/2" IR [W/orange plastic cap #13286]
✕	--CUT "X"
▲	--SECTION CORNER
△	--WITH (color) SURVEYOR'S ID CAP
IP	--IRON PIPE
IR	--IRON ROD
M	--MEASURED DISTANCE
R	--RECORD DISTANCE

JOB # 5067 B

Prepared by: J. Bradley Munford City of West Des Moines Development Services, P.O. Box 65320, West Des Moines, IA 50265-0320, 515-222-3620. When Recorded, Return to: City Clerk, City of West Des Moines, P. O. Box 65320, West Des Moines, IA 50265-0320

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST DES MOINES APPROVING AND RELEASING STEVENSON PLAT OF SURVEY (POS-002945-2015) FOR THE PURPOSE OF CREATING TWO (2) PARCELS FOR TRANSFER OF OWNERSHIP BETWEEN THREE ADJACENT PROPERTIES.

WHEREAS, pursuant to the provisions of Title 10, Subdivision Regulations and Title 9, Zoning Chapter 1 et seq, of the West Des Moines Municipal Code, the applicants, Chad Stevenson, has requested approval for a Plat-of-Survey (POS-002945-2015) to create two lots for the transfer of ownership on properties locally known as 201 S. 30th Street and 2923 Country Side Drive and legally described as;

Legal Description

Lots 4 and 5 Country Side Plat 1, an official plat now in and forming a part of the City of West Des Moines, Polk County, Iowa;

WHEREAS, studies and investigations were made, and staff reports and recommendations were submitted which are made a part of this record and herein incorporated by reference;

WHEREAS, on February 8, 2016, this City Council held a duly-noticed meeting to consider the application for Plat-of-Survey (POS-002945-2015) and;

WHEREAS, the West Des Moines City Council adopted a resolution which approved the Plat-of-Survey at their meeting on February 8, 2016, subject to any conditions of approval, and;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WEST DES MOINES DOES RESOLVE AS FOLLOWS:

SECTION 1. The findings of consistency with the Comprehensive Plan as stated in the staff report, dated February 8, 2016, or as amended orally at the City Council meeting of February 8, 2016, are adopted.

SECTION 2. Plat-of-Survey, (POS-002945-2015) is approved, subject to compliance with all the conditions in the staff report, dated February 8, 2016, including conditions added at the meeting, if any, and attached hereto as Exhibit "A". Violation of any such conditions shall be grounds for revocation of the entitlement, as well as any other remedy which is available to the City.

SECTION 3. This resolution does release the Plat-of-Survey (POS-002945-2015) for recordation. The City Council of West Des Moines directs the City Clerk to release said Plat-of-Survey for recordation in accordance with said City Council approval of the Plat-of-Survey on February 8, 2016 and Roll Call No._____.

CERTIFICATE

I, Ryan T. Jacobson, City Clerk for said City, hereby certify that at a meeting of the City Council of said City of West Des Moines, held on February 8, 2016, among other proceedings, Roll Call No. _____ approved said Plat-of-Survey on February 8, 2016, and released said Plat-of-Survey for recordation.

Ryan T. Jacobson
City Clerk

IN WITNESS WHEREOF, I have hereunto set my hand this 8th day of February, 2016.

Steven K. Gaer
Mayor

ATTEST:

Ryan T. Jacobson
City Clerk

**EXHIBIT A:
CONDITIONS OF APPROVAL**

1. Documents to permanently lot tie Parcel A to Lot 5 Country Side Plat 1 and Parcel B to Lot 6 Country Side Plat 1 shall be executed prior to recording this Plat of Survey.

**CITY OF WEST DES MOINES
CITY COUNCIL MEETING COMMUNICATION**

7(c)

DATE: February 08, 2016

ITEM:

Motion – Approval of Traffic Code Amendment
Official Traffic Controls
Grand Avenue and Interstate 35, East Ramps
Grand Avenue and Interstate 35, West Ramps
First Reading

FINANCIAL IMPACT:

None.

SYNOPSIS:

Council action on this Traffic Code Amendment provides for the operation of traffic signals at the following intersection:

**Grand Avenue and Interstate 35 East Ramps
Grand Avenue and Interstate 35 West Ramps**

BACKGROUND:

Traffic signals were constructed as a part of the Grand Avenue interchange project. The intersection meets warrants as outlined in the Manual of Uniform Traffic Control Devices.

RECOMMENDATION:

City Council Approve:

- Motion approving First Reading of Ordinance

Lead Staff Member: Jim Dickinson, P.E. *JD*

STAFF REVIEWS

Department Director	Bret Hodne, Public Works Director <i>BH</i>
Appropriations/Finance	Tim Stiles, Finance Director
Legal	
Agenda Acceptance	<i>RTJ</i>

PUBLICATION(S) (if applicable)

Published In	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee	Public Works		
Date Reviewed	February 1, 2016		
Recommendation	Yes	No	Split

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF WEST DES MOINES, IOWA, 2014, BY AMENDING PROVISION PERTAINING TO THE TRAFFIC CODE RELATING TO OFFICIAL TRAFFIC CONTROLS.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WEST DES MOINES, IOWA.

SECTION 1: TITLE 6 (MOTOR VEHICLE AND TRAFFIC), CHAPTER 9, SECTION 6-9-1: OFFICIAL TRAFFIC CONTROLS: is hereby amended by adding the paragraph as follows:

Adding Intersections of:

Grand Avenue and Interstate 35, East Ramps
Grand Avenue and Interstate 35, West Ramps

SECTION 2. REPEALER. All Ordinances or parts of Ordinances in conflict with the provision of this Ordinance are hereby repealed.

SECTION 3. SEVERABILITY. If any section, provisions, sentence, clause, phrase or part of this Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any provision, section, subsection, sentence, clause, phrase or part hereof not adjudged invalid or unconstitutional.

SECTION 4. VIOLATION. Any person who violates the provisions of this Ordinance, upon conviction, shall be punished with a fine not to exceed \$100 plus applicable surcharge and court costs.

SECTION 5. WHEN EFFECTIVE. This Ordinance shall be in full force and effect from and after its passage, adoption, and publication as required by law.

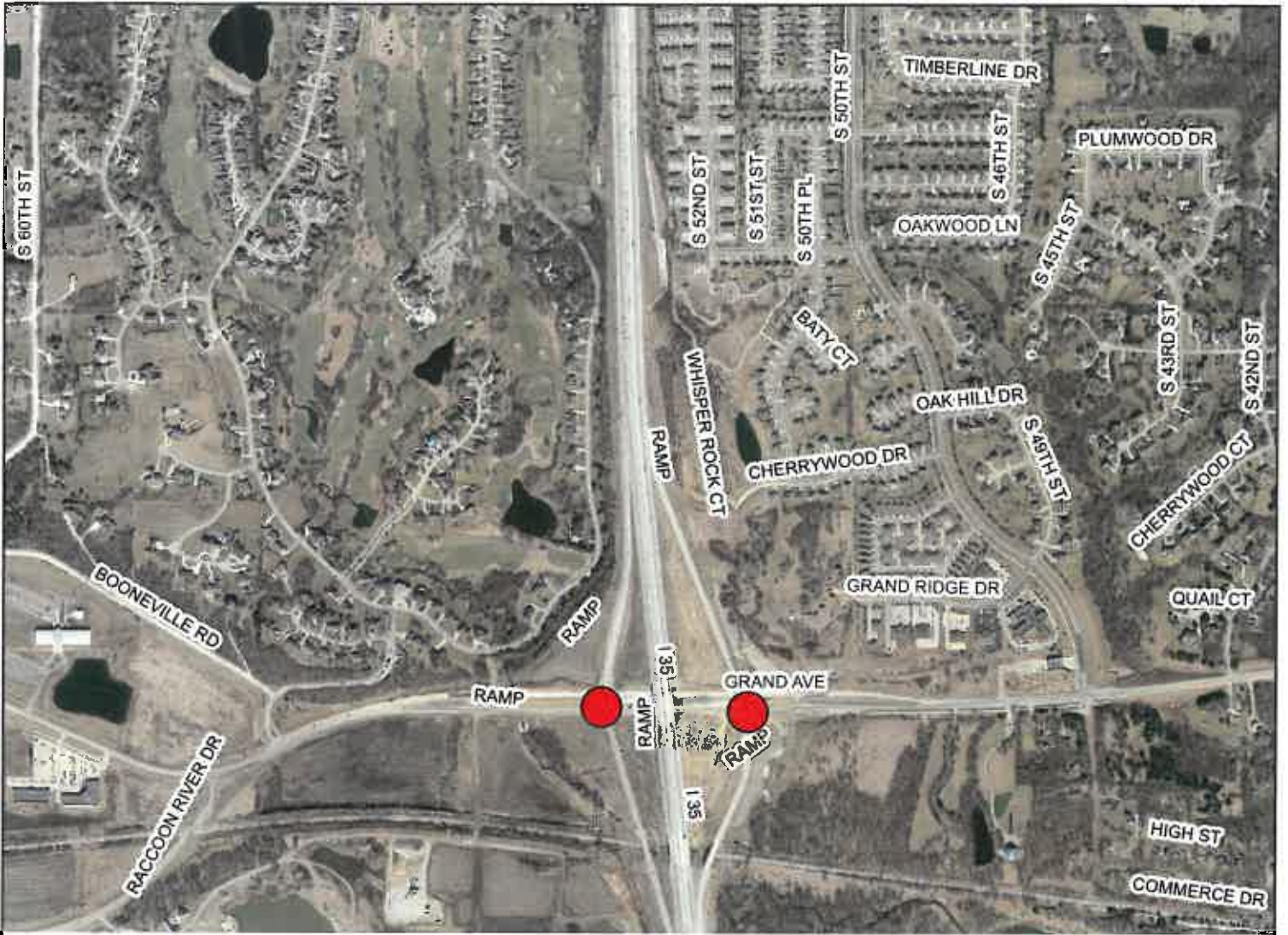
PASSED AND APPROVED this 8th day of February, 2016.

Steven K. Gaer, Mayor

ATTEST:

Ryan T. Jacobson
City Clerk

Published in the Des Moines Register this _____ day of _____, 2016.



VICINITY MAP



LEGEND

PROJECT LOCATION 



**DEPARTMENT OF PUBLIC WORKS
ENGINEERING DIVISION**
560 S. 16TH STREET (515)222-3475
WEST DES MOINES, IOWA 50265
FAX NO. (515)222-3478

**PROJECT: Approval of Traffic Code Amendment
Official Traffic Controls**

**LOCATION:
Intersection of Grand Ave and Interstate 35**

DRAWN BY: RLC

DATE: 2/1/2016

SHT. 1 OF 1

CITY OF WEST DES MOINES
CITY COUNCIL MEETING COMMUNICATION

Date: February 8, 2016

ITEM: Ordinance Amendment – Amend Title 9 (Zoning), Chapter 5 (Agricultural/Open Space and Residential Zoning Districts), Section 8 (Open Space/Agricultural and Residential Use Regulations), Subsection C, Use Matrices Table 5.3 (Agricultural Uses/Animal Keeping) to allow SIC 0279-9901: Apiary (bee and honey farm/Beekeeping) as a Permitted Use in all single family residential and manufactured housing zoning districts; and Amend Title 9 (Zoning), Chapter 10 (Performance Standards), Section 4 (Specific Use Regulations), Subsection A, to add language to City Code identifying specific regulations and requirements for Beekeeping operating under SIC 0279-9901 – City Initiated – AO-002631-2015

MOTION: Refer to Plan and Zoning Commission

FINANCIAL IMPACT: Undetermined.

BACKGROUND: Several residents have inquired to staff as to whether or not beekeeping is allowed within the City; more specifically, on smaller single-family residential lots. Beekeeping falls under the same Standard Industrial Classification (SIC) for land use as do chickens and other animals related to agricultural production. Per city code, beekeeping is currently a Permitted (P) use in Open Space designated areas and on properties of one acre or more with a Residential Estate (RE) zoning designation with approval of a Permitted Conditional Use (Pc) Permit by the Board of Adjustment. Staff talked with existing beekeepers, the State Apiarist, and internet researched beekeeping practices in attempt to identify potential issues should the activity be expanded and allowed in other single-family residential zoning districts. Staff's research did not identify any noticeable impacts on properties adjacent to beekeeping operations when the appropriate operational measures such as flyway barriers and available water source are provided. Development Services is therefore requesting an amendment to the City Code, Title 9, *Zoning*, to specifically allow SIC 0279-9901 'Apiary (bee and honey farm/Beekeeping)' as a Permitted use in all single family residential and manufactured housing zoning districts and to add language to City Code identifying specific regulations and requirements for Beekeeping operations.

At this time staff is requesting the City Council initiate the ordinance amendment and refer it to the Plan and Zoning Commission for their review and recommendation. The initiation of the ordinance amendment by the City Council does not indicate support or opposition to the request. The initiation of the request responds to the due process rights of the petitioner.

RECOMMENDATION: Staff recommends initiation of the ordinance amendment and forwarding it to the Plan and Zoning Commission for their review and recommendation.

Lead Staff Member: Brian S. Portz, AICP *BP*

Staff Reviews:

Department Director	<i>JA</i>
Appropriations/Finance	
Legal	
Agenda Acceptance	<i>FJS RTJ</i>

PUBLICATION(S) (if applicable)

Published In	n/a
Date(s) Published	n/a
Letter sent to surrounding property owners	n/a

SUBCOMMITTEE REVIEW (if applicable)

Committee	Development & Planning		
Date Reviewed	January 15, 2015, March 12, 2015, & December 3, 2015		
Recommendation	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Split <input type="checkbox"/>