

CITY OF WEST DES MOINES

COUNCIL AGENDA

date: Tuesday, September 4, 2018

time: 5:30 P.M.

MAYOR STEVEN K. GAER
COUNCILMEMBER AT LARGE RENEE HARDMAN
COUNCILMEMBER AT LARGE JIM SANDAGER
COUNCILMEMBER 1ST WARD KEVIN L. TREVILLYAN
COUNCILMEMBER 2ND WARD JOHN MICKELSON
COUNCILMEMBER 3RD WARD RUSS TRIMBLE

CITY MANAGER.....TOM HADDEN
CITY ATTORNEY.....RICHARD SCIESZINSKI
CITY CLERK.....RYAN JACOBSON

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 August 20, 2018 Meeting
- b. Motion - Approval of Bill Lists
- c. Motion - Approval of Liquor Licenses:
 - 1. Apple Corps, L.P., d/b/a Applebee's Neighborhood Grill & Bar, 6190 Mills Civic Parkway - Class LC Liquor License with Sunday Sales - Renewal
 - 2. Bradley's Pub, Inc., d/b/a Bradley's Pub, 1300 50th Street, Suite 203 - Class LC Liquor License with Sunday Sales - Renewal
 - 3. Robert F. Etzel II d/b/a Chicago Pizza, 2025 Grand Avenue - Class LC Liquor License with Sunday Sales - Renewal
 - 4. KRC Partners, LLP, d/b/a Cooper's on 5th, 227 5th Street - Class LC Liquor License with Sunday Sales - Renewal
 - 5. TenX Adventures 2, LLC d/b/a The Hall, 111 South 11th Street - Class LC Liquor License Extension of Outdoor Service - September 15-16, 2018
 - 6. Hy-Vee, Inc. d/b/a Hy-Vee Meeting Room, 1725 Jordan Creek Parkway - Transfer Location Temporarily to 1236 Jordan Creek Parkway (SpringHill Suites) - September 19-20, 2018
 - 7. Lodge of Ashworth, Inc., d/b/a The Lodge of Ashworth Club, 909 Ashworth Road - Class LC Liquor License with Sunday Sales, Living Quarters, Outdoor Service, and Catering Privileges - Renewal

8. Ohana Inc. d/b/a Ohana Steakhouse, 2900 University Avenue, Suite A - Class LC Liquor License with Sunday Sales - Renewal
 9. Sakura Sushi, Inc., d/b/a Sakura Sushi, 1960 Grand Avenue, Suite 11 - Class LC Liquor License with Sunday Sales - Renewal
 10. International Event Center, Inc., d/b/a Val Air, 301 Ashworth Road - Class LC Liquor License with Sunday Sales and Outdoor Service - Renewal
- d. Motion - Approval of Parking on Grass - ValleyFest, October 6, 2018
 - e. Motion - Approval of Special Event Lane Closure and Off-Site Event Parking - Food Truck 5K, September 15, 2018
 - f. Motion - Approval of Professional Services Agreement - Raccoon River Park Boathouse
 - g. Motion - Approval of Contract Agreement - Valley View Aquatic Center Lazy River Repainting
 - h. Motion - Approval of Change Orders:
 1. Miscellaneous Repairs at Parks Restrooms/Shelters, #2
 2. SW Grand Prairie Parkway, SW Madison Avenue to Veterans Parkway, #2
 3. Walnut Creek Outfall - Project 1, #2
 - i. Resolution - Order Construction:
 1. West Public Services Facility - Site Development (Phase 1)
 2. Raccoon River Park Softball Complex, Drainage and Dugout Repairs
 - j. Resolution - Accept Work:
 1. South 100th Street Culvert on Sugar Creek Tributary
 2. Stagecoach Drive Improvements Project
 - k. Resolution - Accept Public Improvements - Country Club Office Plaza West Plat 8 Traffic Signal
 - l. Resolution - Approval of Professional Services Agreement - City Hall Renovations - Commissioning
 - m. Resolution - Approval to Initiate Development Agreement - Gilbert and Cook, Inc.
 - n. Resolution - Approval and Acceptance of Parkland Dedication Agreement - Aventura at Greenway Crossing
 - o. Resolution - Approval and Acceptance of Purchase Agreements and Property Interests - South Area Lift Station Improvements

5. Old Business

- a. Boone Farm, 1809 South 50th Place - Rezone Property from Residential Medium Density to Residential Estate - Berniece M. Boone Charitable Trust
 1. Ordinance - Approval of Second, Third Readings and Final Adoption

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

- a. Amendment to City Code - Title 9 (Zoning), Chapter 15 (Off-Street Parking and Loading) - Modify Regulations for Individual Residential Driveways - City Initiated
 - 1. Ordinance - Approval of First Reading
- b. Acceptance of Bid for the Sale of Real Property - Lot 13 in Block 2 in Jack's Addition to the Town of Commerce (locally known as 4097 High Street) - City Initiated
 - 1. Resolution - Accept Bid for Sale of Real Property
- c. Acceptance of Bid for the Sale of Real Property - West One-Half of Vacated 41st Street Adjoining Lot 13 in Block 2 in Jack's Addition to the Town of Commerce - City Initiated
 - 1. Resolution - Accept Bid for Sale of Real Property

7. New Business

- a. Browns Woods Estates, south of Browns Woods Drive on the west side of Veterans Parkway - Subdivide Property into 75 Single Family Lots, One Outlot for Detention, One Outlot for Park Use, and Five Lots for Public Streets - Venture Homes, LLC
 - 1. Resolution - Approval of Preliminary Plat
- b. Pinedale Park, 3375 Woodland Avenue - Approval of a Site Plan to Construct Park Improvements - City of West Des Moines
 - 1. Resolution - Approval of Site Plan

8. Receive, File and/or Refer

9. Other Matters

CITY COUNCIL WORKSHOP

(immediately follows Council meeting)

- 1. Housing Program Guidelines
- 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.

August 20, 2018

West Des Moines City Council Proceedings
Monday, August 20, 2018

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 Monday, August 20, 2018 at 5:30 PM. Council members present were: R. Hardman, J. Mickelson, J. Sandager, K. Trevillyan, and R. Trimble.

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

Vote 18-508: Hardman, Mickelson, Sandager, Trevillyan, Trimble...5 yes
Motion carried.

On Item 2. Public Forum

Mark Rocha, 495 South 51st Street, reported the sixth annual Taste of the Junction festival will be held on Saturday, September 1st in Railroad Park.

Jonas Cutler, 204 Holiday Circle, addressed the City Council regarding the importance of a trail connection along Grand Avenue, as he considers bicycling to be a critical mode of transportation, in addition to being a recreational activity. He noted there are challenges associated with installing a trail along either the west or east side of Grand Avenue, so he expressed support for the Fuller Road option.

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

Clyde Evans, Community and Economic Development Director, reported that the City's 30-second commercial, that was produced by Bing Bang and aired during the 2017 Solheim Cup, has won a "Telly" award. He noted Bing Bang is also working on a website for the City's "Go West" campaign, which will be rolled out in the coming weeks.

Brandon Bingham, Bing Bang, thanked the City for the opportunity to work with them on this commercial, which was selected as a winner in the government relations category out of approximately 500 entries. He then presented the "Telly" award to Mayor Gaer.

Council member Hardman congratulated Carole Chambers, President/CEO of the West Des Moines Chamber of Commerce, for her selection as a "Women of Influence" honoree by the Des Moines Business Record. She also reported she participated in a panel on women in politics at an event in Urbandale.

City Manager Tom Hadden reported staff has begun working on a comprehensive plan update, and he invited Lynne Twedt, Development Services Director, to provide a report on the progress.

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Lynne Twedt, Development Services Director, reported the comprehensive plan update is primarily being done internally by staff, and the main focus at this point is citizen engagement. She presented graphics, such as the logo and tagline, which will be used to draw attention to the project. She also reported the website (www.ourwdm.com) will be interactive and conveniently allow the public to provide input.

On Item 4. Consent Agenda.

Council members pulled Items 4(c)3, 4(c)7, and 4(p) for discussion. It was moved by Trimble, second by Mickelson to approve the consent agenda as amended.

- a. Approval of Minutes of August 6, 2018 Meeting
- b. Approval of Bill Lists
- c. Approval of Liquor Licenses:
 1. 515 bar&grill, LLC d/b/a 515 bar&grill, 165 South Jordan Creek Parkway, Suite 120 & 125 - Class LC Liquor License with Sunday Sales and Outdoor Service - Renewal
 2. Embassy Club West, LLC, d/b/a Embassy West - Class LC Liquor License with Carryout Wine, Sunday Sales, Outdoor Service, and Catering Privileges - Renewal
 4. G.O.C.C. Investments, LLC, d/b/a Glen Oaks Country Club, 1401 Glen Oaks Drive - Class LC Liquor License with Carryout Wine, Sunday Sales, Outdoor Service, and Catering Privileges - Renewal
 5. Fall Foods, Inc., d/b/a Godfathers Pizza, 5919 Ashworth Road - Class B Beer Permit with Sunday Sales - Renewal
 6. KRG JCS, LLC d/b/a Joe's Crab Shack #10739, 130 South Jordan Creek Parkway - Class LC Liquor License with Sunday Sales and Outdoor Service - Renewal
 8. Miranda Family Corporation d/b/a Mi Patria, 1410 22nd Street - Class LC Liquor License - New
 9. International Event Center, Inc., d/b/a Val Air, 301 Ashworth Road - Class LC Liquor License Extension of Outdoor Service - September 2-5, 2018
- d. Approval of Special Event Lane Closures:
 1. Giles Street Block Party, August 25, 2018
 2. Taste of the Junction Multicultural Festival, September 1, 2018
- e. Approval of Parking on School Property Grass - 2018 Valley Stadium Football Games
- f. Approval to Sell Surplus City Equipment
- g. Acceptance of Byrne-JAG Law Enforcement Grant
- h. Approval of Professional Services Agreement - Hidden Point Park
- i. Approval of Official Depositories
- j. Accept Purchase of Equipment - Advanced Technology Traffic Signal Detector Units at Four Intersections
- k. Completion of Work - East Area Traffic Adaptive Signal System

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- l. Approval of Deer Management Zones:
 1. 1715 SE Walnut Woods Drive
 2. 2220 South 92nd Street
- m. Accept Work - Raccoon River Drive over Sugar Creek Bridge Replacement
- n. Approval of Professional Services Agreements:
 1. Valley Junction Master Planning
 2. Nature Lodge HVAC Replacement, Roof Repairs and Exterior Improvements
 3. City Wide Facility Space Planning
 4. South Jordan Creek Parkway - Grand Avenue to Raccoon River Drive
 5. Cedar Ridge Sewer Extension
- o. Approval of Amended 28E Agreement - Westside Fire Station

Vote 18-509: Hardman, Mickelson, Sandager, Trevillyan, Trimble...5 yes
Motion carried.

On Item 4(c)3 Approval of Liquor License - Fox Brewing, LLC d/b/a Fox Brewing, 103 South 11th Street - Class B Beer Permit with Sunday Sales, Brew Pub, High Proof Brew Pub, and Outdoor Service Privileges - Renewal

Council member Trimble stated he will abstain on this item due to a potential conflict of interest, as he has an investment with Fox Brewing, LLC.

It was moved by Trevillyan, second by Mickelson to approve Item 4(c)3 Approval of Liquor License - Fox Brewing, LLC d/b/a Fox Brewing, 103 South 11th Street - Class B Beer Permit with Sunday Sales, Brew Pub, High Proof Brew Pub, and Outdoor Service Privileges - Renewal.

Vote 18-510: Hardman, Mickelson, Sandager, Trevillyan...4 yes
Trimble... 1 abstain due to potential conflict of interest
Motion carried.

On Item 4(c)7 Approval of Liquor License - Mac Shack, LLC d/b/a Mac Shack, 1551 Valley West Drive, Suite 253 - Class LC Liquor License with Sunday Sales - New

Council member Mickelson requested additional information on the staff concerns regarding this liquor license application.

City Attorney Richard Scieszinski reported one of the owners had several OWI arrests in his criminal history, which might reflect poorly on the applicant's moral character. However the applicant has indicated he no longer has those issues and has successfully operated other businesses. Therefore, staff does recommend approval of this application, but the language in the council communication is intended to put the applicant on notice that staff may recommend denial of a renewal if any issues arise before then.

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It was moved by Mickelson, second by Hardman to approve Item 4(c)7 Approval of Liquor License - Mac Shack, LLC d/b/a Mac Shack, 1551 Valley West Drive, Suite 253 - Class LC Liquor License with Sunday Sales - New.

Vote 18-511: Hardman, Mickelson, Sandager, Trevillyan, Trimble...5 yes
Motion carried.

On Item 4(p) Approval of Dissolution of Lot Tie Agreement and Approval and Acceptance of Ingress/Egress Cross Access and Shared Parking Agreement - Country Club Dental, 1025 and 1035 60th Street

Council member Mickelson stated he will abstain on this item due to a potential conflict of interest.

It was moved by Trevillyan, second by Trimble to approve Item 4(p) Approval of Dissolution of Lot Tie Agreement and Approval and Acceptance of Ingress/Egress Cross Access and Shared Parking Agreement - Country Club Dental, 1025 and 1035 60th Street.

Vote 18-512: Hardman, Sandager, Trevillyan, Trimble...4 yes
Mickelson... 1 abstain due to potential conflict of interest
Motion carried.

On Item 5(a) Grand Avenue Trail - Jordan Creek to Fuller Road, initiated by the City of West Des Moines (Continued from June 11, 2018, June 25, 2018 and August 6, 2018)

Council member Trimble stated staff has already reviewed multiple options for a trail alignment, but a couple additional options have been raised for consideration, so he would like to continue this item to allow time for staff to evaluate those options.

It was moved by Trimble, second by Hardman to adopt Motion - Continue Item 5(a) Grand Avenue Trail - Jordan Creek to Fuller Road to September 17, 2018.

Vote 18-513: Hardman, Mickelson, Sandager, Trevillyan, Trimble...5 yes
Motion carried.

On Item 6(a) Mayor Gaer indicated this was the time and place for a public hearing to consider Boone Farm, 1809 South 50th Place - Amend the Comprehensive Plan Land Use Map from Medium Density Residential to Low Density Residential and Rezone the Property from Residential Medium Density to Residential Estate, initiated by Berniece M. Boone Charitable Trust. He asked for the date the notice was published and the City Clerk indicated the notice was published on August 3, 2018 in the Des Moines Register. Mayor Gaer asked if any written comments had been received. The City Clerk stated on a vote of 5-0, with two members absent,

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the Plan and Zoning Commission recommended City Council approval of the comprehensive plan amendment and rezoning request.

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

It was moved by Sandager, second by Hardman to adopt Resolution - Approval of Comprehensive Plan Amendment.

Vote 18-514: Hardman, Mickelson, Sandager, Trevillyan, Trimble...5 yes
Motion carried.

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

Vote 18-515: Hardman, Mickelson, Sandager, Trevillyan, Trimble...5 yes
Motion carried.

The City Clerk read the preamble to the ordinance.

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

Vote 18-516: Hardman, Mickelson, Sandager, Trevillyan, Trimble...5 yes
Motion carried.

On Item 6(b) Mayor Gaer indicated this was the time and place for a public hearing to consider Amendment #3 to Alluvion Urban Renewal Area, 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 August 10, 2018 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 Trevillyan to adopt Resolution - Approval of Urban Renewal Plan Amendment.

Vote 18-517: Hardman, 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 Amendment #2 to Osmium Urban Renewal Area, 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

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on August 10, 2018 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 Trevillyan to adopt Resolution - Approval of Urban Renewal Plan Amendment.

Vote 18-518: Hardman, 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 2018-19 FY Operating and Capital Budget - Amendment #1, 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 August 10, 2018 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 Sandager, second by Trimble to adopt Resolution - Approval of Approval of Budget Amendment #1.

Vote 18-519: Hardman, 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 Issuance of Not to Exceed \$15,400,000 General Obligation Urban Renewal Bonds, 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 August 7, 2018 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 Hardman to adopt Resolution - Instituting Proceedings to Take Additional Action.

Vote 18-520: Hardman, Mickelson, Sandager, Trevillyan, Trimble...5 yes
Motion carried.

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On Item 6(f) Mayor Gaer indicated this was the time and place for a public hearing to consider Ashworth Road Reconstruction - I-80 to 98th Street, 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 August 10, 2018 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 Sandager to adopt Resolution - Approval of Acquisition of Agricultural Property.

Vote 18-521: Hardman, 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 Veterans Parkway - SE 50th Street to SW 60th Street, 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 August 10, 2018 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 Hardman 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 18-522: Hardman, 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 Public Services Fueling Facility Modifications, 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 August 10, 2018 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 Sandager, second by Trevillyan to adopt Resolution - Approval of Plans and Specifications, Motion to Receive and File Report of Bids, and Resolution - Reject All Bids.

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Vote 18-523: Hardman, Mickelson, Sandager, Trevillyan, Trimble...5 yes
Motion carried.

On Item 7(a) Gilbert and Cook Parking Waiver, 5058 Grand Ridge Drive - Waive 12 of the Required 67 Parking Spaces, initiated by Chris Cook

It was moved by Sandager, second by Trimble to adopt Resolution - Approval of Minor Modification, subject to the applicant complying with all applicable City Code requirements and the conditions of approval listed in the Resolution.

Vote 18-524: Hardman, Mickelson, Sandager, Trevillyan, Trimble...5 yes
Motion carried.

On Item 7(b) Deerr Property, 6225 Brookview Drive - Request to Waive Sewer Capital Charge and Direct Sewer Connection Requirement, initiated by Dennis and Jeanette Deerr

Mayor Gaer noted both staff and the Public Services Subcommittee recommended denial of these requests.

Brian Hemesath, City Engineer, reported the property owner's septic system failed, so they now need to connect to the City's sanitary sewer. Their home can be connected to the sewer either by way of an existing stub, which would require a waiver to cross another person's property, or by connecting to the manhole. He noted the property owners have also requested a waiver of the sewer capital charge, which is usually paid by the developer at the time a subdivision is platted. In this case, the subdivision was platted prior to annexation into the City, and the sewer capital charge has not been consistently paid over the years in such cases.

Jeannette Deerr, 6225 Brookview Drive, stated they are willing to connect to the manhole, so they would not need the waiver of the direct sewer connection requirement. They are requesting the waiver of the sewer capital charge, because there has been no case of the fee being charged to an individual homeowner in recent history, and they believe it would create an economic hardship for their family.

Mayor Gaer stated since the waiver of the direct sewer connection requirement is no longer being requested, the Council can deny that request.

It was moved by Trevillyan, second by Trimble to deny Resolution - Waiver of Direct Sewer Connection Requirement.

Vote 18-525: Hardman, Mickelson, Sandager, Trevillyan, Trimble...5 yes
Motion carried.

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Council member Trevillyan stated the Public Services Subcommittee recommended denial of the waiver of the sewer capital charge, because City policy requires that it be paid, and the subcommittee had concerns about setting a precedent that could lead to developers requesting the same waiver.

The Council held discussion on how this case could be differentiated so that a waiver could be granted without setting an unwanted precedent. A majority of the Council reached a consensus in support of a waiver limited to homes in the Barnes Heights development that currently have a septic system but are close enough to the City sewer to require them to connect to the sewer when their septic system fails.

Council member Trevillyan stated he would prefer a waiver be based on objective criteria that demonstrates an economic hardship as opposed to a waiver for this specific location.

It was moved by Mickelson, second by Sandager to adopt Resolution - Approval of Waiver of Sewer Capital Charge for the two properties in the Barnes Heights development that currently have a septic system but are close enough to the City sewer to require them to connect to the sewer when their septic system fails.

Vote 18-526: Hardman, Mickelson, Sandager, Trimble...4 yes
Trevillyan... 1

Motion carried.

On Item 7(c) Agreement for Private Development, initiated by Chayse Holdings, LLC

It was moved by Sandager, second by Trimble to adopt Resolution - Approval of Agreement.

Vote 18-527: Hardman, Mickelson, Sandager, Trevillyan, Trimble...5 yes
Motion carried.

On Item 7(d) Funding Allocations for City-Wide Housing Programs, initiated by the City of West Des Moines

Christine Gordon, Housing Planner, reported the Housing Needs Assessment identified needs, priorities, and issues to inform the City's decisions to prioritize and program funds from the Woodland Hills TIF district that must be spent on low and moderate income housing. She stated staff expects the first phase to bring in approximately \$1 million for low and moderate income housing, while a possible second phase is expected to bring in approximately \$4 million. She then presented proposed allocations for the first \$1 million of funds.

Council member Trevillyan expressed a desire to see less money allocated to the upper-story housing units program and more money allocated to the owner-occupied rehabilitation and down payment assistance programs.

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The Council held discussion and expressed support for the proposed allocations, but also expressed a desire to provide input on the program guidelines.

Mayor Gaer requested that the program guidelines be reviewed at an upcoming Council workshop.

It was moved by Hardman, second by Mickelson to adopt Motion - Approval to Direct Staff to Proceed with Implementation of the Proposed Programs and Budget Amendments Necessary to Carry Out the Programs, with the allocations as recommended by staff.

Vote 18-528: Hardman, Mickelson, Sandager, Trevillyan, Trimble...5 yes
Motion carried.

On Item 8 - Receive, File and/or Refer: no items

On Item 9 - Other Matters: none

The meeting was adjourned at 7:07 p.m.

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	09/04/18		\$ 3,111,082.67
			Total \$ Amount
EFT Claims	09/04/18		\$ 1,751,197.58
			Total \$ Amount
Control Pay	09/04/18		\$ 293,676.99
			Total \$ Amount
End of Month & Off-Cycle	08/07/18 to 09/16/18		\$ 255,563.65

Approved by the West Des Moines City Council
this 4th day of September, 2018.

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)

City of West Des Moines
City Council Report
 Bank Account: WB VENDOR DISB - WB Vendor Disbursement
 Batch Date: 09/04/2018

Type	Date	Number Source	Payee Name	Transaction Amount
Bank Account: WB VENDOR DISB - WB Vendor Disbursement				
Check	09/04/2018	309310 Accounts Payable	ABSOLUTE CONCRETE CONSTRUCTION	45,346.35
Check	09/04/2018	309311 Accounts Payable	ACME TOOLS-DES MOINES	348.00
Check	09/04/2018	309312 Accounts Payable	ALGER , MELISSA	100.00
Check	09/04/2018	309313 Accounts Payable	ALLIANCE CONSTRUCTION GROUP LLC	475,102.88
Check	09/04/2018	309314 Accounts Payable	ALVINE AND ASSOCIATES INC	952.50
Check	09/04/2018	309315 Accounts Payable	AMERICAN SECURITY LLC	4,015.64
Check	09/04/2018	309316 Accounts Payable	AWARDS PROGRAM SERVICES INC	1,007.10
Check	09/04/2018	309317 Accounts Payable	BEST BUDDIES INTERNATIONAL	750.00
Check	09/04/2018	309318 Accounts Payable	BIG CHAIR LLC	455.00
Check	09/04/2018	309319 Accounts Payable	BING BANG LLC	12,385.00
Check	09/04/2018	309320 Accounts Payable	BONNIE'S BARRICADES	200.40
Check	09/04/2018	309321 Accounts Payable	BOUND TREE MEDICAL LLC	1,480.66
Check	09/04/2018	309322 Accounts Payable	BRILAR LLC	3,544.00
Check	09/04/2018	309323 Accounts Payable	BROCKWAY MECHANICAL & ROOFING	377.79
Check	09/04/2018	309324 Accounts Payable	CAPPEL'S ACE HARDWARE	10.10
Check	09/04/2018	309325 Accounts Payable	CENTRAL IOWA FLORAL INC	55.65
Check	09/04/2018	309326 Accounts Payable	CENTRAL IOWA READY-MIX	956.00
Check	09/04/2018	309327 Accounts Payable	CENTURYLINK	6,133.10
Check	09/04/2018	309328 Accounts Payable	CITY OF PELLA	7,708.47
Check	09/04/2018	309329 Accounts Payable	CIVIL DESIGN ADVANTAGE LLC	23,627.65
Check	09/04/2018	309330 Accounts Payable	CLARK , JAYLA	260.00
Check	09/04/2018	309331 Accounts Payable	CLIA LABORATORY PROGRAM	150.00
Check	09/04/2018	309332 Accounts Payable	COMISKEY GLASS & GLAZING	390.00
Check	09/04/2018	309333 Accounts Payable	CONCRETE TECHNOLOGIES INC	255,260.97
Check	09/04/2018	309334 Accounts Payable	CONFLUENCE INC	28,787.34
Check	09/04/2018	309335 Accounts Payable	CONSTRUCTION & AGGREGATE PRODUCTS INC	215.36
Check	09/04/2018	309336 Accounts Payable	CONTRACT SPECIALTY LC	380.00
Check	09/04/2018	309337 Accounts Payable	CTI READY MIX LLC	3,191.25
Check	09/04/2018	309338 Accounts Payable	CUSTOM AWARDS	18.00
Check	09/04/2018	309339 Accounts Payable	CUSTOM CHOICE INSTALLATION	1,050.00
Check	09/04/2018	309340 Accounts Payable	DE CARLO DEMOLITION COMPANY	15,135.00
Check	09/04/2018	309341 Accounts Payable	DES MOINES IRON AND SUPPLY	93.65

City of West Des Moines
City Council Report
 Bank Account: WB VENDOR DISB - WB Vendor Disbursement
 Batch Date: 09/04/2018

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Check	09/04/2018	309342 Accounts Payable	DES MOINES WATER WORKS		60.00
Check	09/04/2018	309343 Accounts Payable	DORSEY AND WHITNEY LLP		57,500.00
Check	09/04/2018	309344 Accounts Payable	ELDER CORPORATION		474,581.90
Check	09/04/2018	309345 Accounts Payable	ELECTRICAL ENGINEERING & EQUIP		79.75
Check	09/04/2018	309346 Accounts Payable	ELEVATION COATING LLC		6,175.00
Check	09/04/2018	309347 Accounts Payable	EMSLRC		68.00
Check	09/04/2018	309348 Accounts Payable	FASTENAL COMPANY		82.28
Check	09/04/2018	309349 Accounts Payable	FEH ASSOCIATES INC		169,880.38
Check	09/04/2018	309350 Accounts Payable	FIRSTWATCH SOLUTIONS INC		6,495.00
Check	09/04/2018	309351 Accounts Payable	FRONTLINE WARNING SYSTEMS		342.83
Check	09/04/2018	309352 Accounts Payable	GENERAL TRAFFIC CONTROLS INC		37,448.00
Check	09/04/2018	309353 Accounts Payable	GRIMES ASPHALT & PAVING		785.14
Check	09/04/2018	309354 Accounts Payable	HARRISON TRUCK CENTERS		122.98
Check	09/04/2018	309355 Accounts Payable	HDR ENGINEERING INC		4,346.65
Check	09/04/2018	309356 Accounts Payable	HEIMAN FIRE EQUIPMENT INC		424.95
Check	09/04/2018	309357 Accounts Payable	HERBERGER CONSTRUCTION		162,186.71
Check	09/04/2018	309358 Accounts Payable	HOME DEPOT CREDIT SERVICES		227.27
Check	09/04/2018	309359 Accounts Payable	HOME INC		123.32
Check	09/04/2018	309360 Accounts Payable	HY VEE INC		147.69
Check	09/04/2018	309361 Accounts Payable	IMSA - PUBLIC SAFETY		40.00
Check	09/04/2018	309362 Accounts Payable	INFOGEOGRAPHICS		1,910.00
Check	09/04/2018	309363 Accounts Payable	IOWA PRISON INDUSTRIES		1,387.50
Check	09/04/2018	309364 Accounts Payable	JACOBSEN AUTO BODY		215.00
Check	09/04/2018	309365 Accounts Payable	JACOBSON SUPPLY, LLC		33,565.26
Check	09/04/2018	309366 Accounts Payable	JCG LAND SERVICES INC		17,206.01
Check	09/04/2018	309367 Accounts Payable	JOHN HEMRY LLC		4,100.00
Check	09/04/2018	309368 Accounts Payable	JOHNSON CONTROLS LP- IL		920.62
Check	09/04/2018	309369 Accounts Payable	JORDAN CREEK ANIMAL HOSPITAL		211.55
Check	09/04/2018	309370 Accounts Payable	KELDERMAN MANUFACTURING INC		164.99
Check	09/04/2018	309371 Accounts Payable	KRIS ENGINEERING INC		11,385.15
Check	09/04/2018	309372 Accounts Payable	KUM & GO LC		500.00
Check	09/04/2018	309373 Accounts Payable	LARRISON & ASSOCIATES ARCHITECTS PC		70,120.00
Check	09/04/2018	309374 Accounts Payable	LEGAL COURIERS OF IOWA		1,045.00
Check	09/04/2018	309375 Accounts Payable	LOWE'S HOME CENTER INC		613.00

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Type	Date	Number Source	Payee Name	Transaction Amount
Check	09/04/2018	309376 Accounts Payable	M&M COMMERCIAL CLEANING	2,069.94
Check	09/04/2018	309377 Accounts Payable	MACDONALD LETTER SERVICE	75.00
Check	09/04/2018	309378 Accounts Payable	MAINBUILT	1,756.65
Check	09/04/2018	309379 Accounts Payable	MAXWELL , ALICIA	160.00
Check	09/04/2018	309380 Accounts Payable	MAY , JONATHAN	50.00
Check	09/04/2018	309381 Accounts Payable	MERRITT COMPANY INC	1,907.00
Check	09/04/2018	309382 Accounts Payable	MIDAMERICAN ENERGY	51,390.96
Check	09/04/2018	309383 Accounts Payable	MIDAMERICAN- DM-WDM TL	60.00
Check	09/04/2018	309384 Accounts Payable	MIDAMERICAN-CLIVE-WDM TL	582.30
Check	09/04/2018	309385 Accounts Payable	MIDAMERICAN-WDM-WAUKEE TL	129.53
Check	09/04/2018	309386 Accounts Payable	MUNICIPAL SUPPLY INC	19.80
Check	09/04/2018	309387 Accounts Payable	NATIONAL PEN COMPANY	1,934.50
Check	09/04/2018	309388 Accounts Payable	NINE23, LLC	28,130.23
Check	09/04/2018	309389 Accounts Payable	NORTHERN ESCROW INC FBO SYNERGY CONTRACTING LLC	390,500.73
Check	09/04/2018	309390 Accounts Payable	O'HALLORAN INTERNATIONAL INC	5,370.15
Check	09/04/2018	309391 Accounts Payable	OFFICE DEPOT BUSINESS ACCOUNT	126.89
Check	09/04/2018	309392 Accounts Payable	OTANEZ , EVA DER ROCIO ORTIZ	652.50
Check	09/04/2018	309393 Accounts Payable	PALMER GROUP	2,016.00
Check	09/04/2018	309394 Accounts Payable	PARKIN , KAY	265.00
Check	09/04/2018	309395 Accounts Payable	PEAK DISTRIBUTING	240.00
Check	09/04/2018	309396 Accounts Payable	PERFICUT COMPANIES INC	2,255.12
Check	09/04/2018	309397 Accounts Payable	POLK COUNTY HOUSING TRUST FUND	1,500.00
Check	09/04/2018	309398 Accounts Payable	Q3 CONTRACTING INC	50,783.62
Check	09/04/2018	309399 Accounts Payable	RELIANT FIRE APPARATUS INC	60.57
Check	09/04/2018	309400 Accounts Payable	ROBERT HALF TECHNOLOGY	2,629.12
Check	09/04/2018	309401 Accounts Payable	ROTO-ROOTER CORP	82.00
Check	09/04/2018	309402 Accounts Payable	SCHILDBERG CONSTRUCTION CO	655.69
Check	09/04/2018	309403 Accounts Payable	SCHROEDER , CURT	298.26
Check	09/04/2018	309404 Accounts Payable	SECRETARY OF STATE	60.00
Check	09/04/2018	309405 Accounts Payable	SHEKAR ENGINEERING PLC	84,724.71
Check	09/04/2018	309406 Accounts Payable	SHOWTIME ENTERTAINMENT	75.00
Check	09/04/2018	309407 Accounts Payable	SM HENTGES & SONS INC	399,425.22
Check	09/04/2018	309408 Accounts Payable	SMITH'S SEWER SERVICE INC	212.50
Check	09/04/2018	309409 Accounts Payable	SPRINT	156.53

City of West Des Moines
City Council Report
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Type	Date	Number Source	Payee Name	Transaction Amount
Check	09/04/2018	309410 Accounts Payable	STANBROUGH , DAVID	664.54
Check	09/04/2018	309411 Accounts Payable	SYSTEM WORKS LLC	9,625.00
Check	09/04/2018	309412 Accounts Payable	TECHNOLOGY ASSOCIATION OF IOWA	4,500.00
Check	09/04/2018	309413 Accounts Payable	THE CONCRETE COMPANY INC	48,546.62
Check	09/04/2018	309414 Accounts Payable	TRUE VALUE & V&S VARIETY STORE	240.29
Check	09/04/2018	309415 Accounts Payable	ULLESTAD , ANNA	100.00
Check	09/04/2018	309416 Accounts Payable	UNITED PARCEL SERVICE	71.04
Check	09/04/2018	309417 Accounts Payable	UNITED SEEDS	2,730.00
Check	09/04/2018	309418 Accounts Payable	UNITYPOINT HEALTH	18.87
Check	09/04/2018	309419 Accounts Payable	VAL LANES	2,808.00
Check	09/04/2018	309420 Accounts Payable	VANWALL EQUIPMENT	1,695.46
Check	09/04/2018	309421 Accounts Payable	VASIREDDY , HARISH	12.00
Check	09/04/2018	309422 Accounts Payable	VEENSTRA & KIMM INC	700.00
Check	09/04/2018	309423 Accounts Payable	VERIZON WIRELESS	11,021.87
Check	09/04/2018	309424 Accounts Payable	VISION SERVICE PLAN	395.52
Check	09/04/2018	309425 Accounts Payable	WAHLTEK INC	803.00
Check	09/04/2018	309426 Accounts Payable	WARREN WATER DISTRICT	3,147.00
Check	09/04/2018	309427 Accounts Payable	WASTE SOLUTIONS OF IOWA	519.00
Check	09/04/2018	309428 Accounts Payable	WELLS , MIA	100.00
Check	09/04/2018	309429 Accounts Payable	WEST DES MOINES COMM SCHOOLS (TRANSPORTATION)	1,399.83
Check	09/04/2018	309430 Accounts Payable	WESTWARD PROPERTIES LLC	34,351.05
Check	09/04/2018	309431 Accounts Payable	YOUTH TECH INC	1,624.00
Check	09/04/2018	309432 Accounts Payable	ZIEGLER INC	926.11
Check	09/04/2018	309433 Accounts Payable	DES MOINES COUNTY SHERIFFS OFFICE	33.16
Check	09/04/2018	309434 Accounts Payable	IOWA TITLE CO	450.00
Check	09/04/2018	309435 Accounts Payable	WEST DES MOINES SOCCER CLUB	295.00
EFT	09/04/2018	2181 Accounts Payable	A TECH INC	258.00
EFT	09/04/2018	2182 Accounts Payable	AECOM TECHNICAL SERVICES INC	4,429.69
EFT	09/04/2018	2183 Accounts Payable	ARNOLD MOTOR SUPPLY LLP	1,613.10
EFT	09/04/2018	2184 Accounts Payable	BAUER BUILT	515.00
EFT	09/04/2018	2185 Accounts Payable	BENJAMIN , SUZANNE	2,572.50
EFT	09/04/2018	2186 Accounts Payable	BROWNELLS INC	606.70
EFT	09/04/2018	2187 Accounts Payable	CDW GOVERNMENT INC	1,410.00
EFT	09/04/2018	2188 Accounts Payable	DES MOINES ASPHALT & PAVING	577,666.14

City of West Des Moines
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 Batch Date: 09/04/2018

Type	Date	Number Source	Payee Name	Transaction Amount
EFT	09/04/2018	2189 Accounts Payable	DESIGN ALLIANCE INC	306.25
EFT	09/04/2018	2190 Accounts Payable	ENNIS PAINT INC	6,564.50
EFT	09/04/2018	2191 Accounts Payable	ENTENMANN ROVIN CO	613.50
EFT	09/04/2018	2192 Accounts Payable	EXCEL MECHANICAL INC	4,288.47
EFT	09/04/2018	2193 Accounts Payable	FACTORY MOTOR PARTS CO.	14.44
EFT	09/04/2018	2194 Accounts Payable	FOSTER , COLLIER	195.00
EFT	09/04/2018	2195 Accounts Payable	FOTH INFRASTRUCTURE & ENVIRONMENT LLC	2,615.00
EFT	09/04/2018	2196 Accounts Payable	GALLIGAN , SAM	100.00
EFT	09/04/2018	2197 Accounts Payable	HENNING , CLAUDIA	6,685.00
EFT	09/04/2018	2198 Accounts Payable	HR GREEN CO	200,057.78
EFT	09/04/2018	2199 Accounts Payable	IOWA COMMUNITIES ASSURANCE POOL	306.78
EFT	09/04/2018	2200 Accounts Payable	IOWA PARK & RECREATION ASSOC	960.00
EFT	09/04/2018	2201 Accounts Payable	ISG	34,970.37
EFT	09/04/2018	2202 Accounts Payable	JOHNSON , RYLEE	195.00
EFT	09/04/2018	2203 Accounts Payable	JUN , CLAUDIA	35.00
EFT	09/04/2018	2204 Accounts Payable	KAUFMAN , MADISON	35.00
EFT	09/04/2018	2205 Accounts Payable	KECK INC	7,118.73
EFT	09/04/2018	2206 Accounts Payable	KELTEK INC	1,235.87
EFT	09/04/2018	2207 Accounts Payable	KEMP , COURTNEY	35.00
EFT	09/04/2018	2208 Accounts Payable	KINMAN , BEN	195.00
EFT	09/04/2018	2209 Accounts Payable	MANNA , JAYDA	195.00
EFT	09/04/2018	2210 Accounts Payable	MCANINCH CORPORATION	823,508.53
EFT	09/04/2018	2211 Accounts Payable	MCCLURE ENGINEERING COMPANY	62,928.25
EFT	09/04/2018	2212 Accounts Payable	MIDWEST WHEEL	5,001.16
EFT	09/04/2018	2213 Accounts Payable	MORGAN , CHRIS	26.83
EFT	09/04/2018	2214 Accounts Payable	MORRISEY , MEGHAN	35.00
EFT	09/04/2018	2215 Accounts Payable	MPH INDUSTRIES	1,913.43
EFT	09/04/2018	2216 Accounts Payable	NAGLA , JACK	90.00
EFT	09/04/2018	2217 Accounts Payable	PETERSEN , ERIC	1,109.81
EFT	09/04/2018	2218 Accounts Payable	PORATH , ADAM	21.90
EFT	09/04/2018	2219 Accounts Payable	STONE , BEN	130.00
EFT	09/04/2018	2220 Accounts Payable	VESEY , CHRIS	121.89
EFT	09/04/2018	2221 Accounts Payable	WILDE , KEVIN	162.66
EFT	09/04/2018	2222 Accounts Payable	WORKMAN , MEGHAN	130.00

City of West Des Moines
City Council Report
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Type	Date	Number Source	Payee Name	Transaction Amount
EFT	09/04/2018	2223 Accounts Payable	WORTHINGTON , NICK	200.00
EFT	09/04/2018	2224 Accounts Payable	AREGES , STEVE	25.30
WB VENDOR DISB WB Vendor Disbursement Totals:			Transactions: 170	\$4,862,280.25
	Checks:	126	\$3,111,082.67	
	EFTs:	44	\$1,751,197.58	

City of West Des Moines
City Council Report
 Bank Account: WB CONTROLPAY - WB ControlPay
 Batch Date: 09/04/2018

Type	Date	Number Source	Payee Name	Transaction Amount
Bank Account: WB CONTROLPAY - WB ControlPay				
EFT	09/04/2018	3011 Accounts Payable	ACCO UNLIMITED CORP	110.80
EFT	09/04/2018	3012 Accounts Payable	ACTION TARGET	830.50
EFT	09/04/2018	3013 Accounts Payable	AG SOURCE COOPERATIVE SERVICES	245.60
EFT	09/04/2018	3014 Accounts Payable	ALLIED 100 LLC	101.00
EFT	09/04/2018	3015 Accounts Payable	ARAMARK UNIFORM SERVICES	503.62
EFT	09/04/2018	3016 Accounts Payable	AXON ENTERPRISES INC	9,816.00
EFT	09/04/2018	3017 Accounts Payable	CAPITAL CITY EQUIPMENT	208.34
EFT	09/04/2018	3018 Accounts Payable	CAPITAL SANITARY SUPPLY CO INC	87.80
EFT	09/04/2018	3019 Accounts Payable	CLIVE POWER EQUIPMENT	43.60
EFT	09/04/2018	3020 Accounts Payable	COMPETITIVE EDGE	4,495.85
EFT	09/04/2018	3021 Accounts Payable	CORE AND MAIN LP	783.79
EFT	09/04/2018	3022 Accounts Payable	D&K PRODUCTS	3,657.00
EFT	09/04/2018	3023 Accounts Payable	ELECTRIC PUMP INC	214.70
EFT	09/04/2018	3024 Accounts Payable	ELECTRONIC ENGINEERING	80.50
EFT	09/04/2018	3025 Accounts Payable	FERGUSON ENTERPRISES INC 226	102.82
EFT	09/04/2018	3026 Accounts Payable	FREEDOM TIRE	114.70
EFT	09/04/2018	3027 Accounts Payable	G&L CLOTHING	416.38
EFT	09/04/2018	3028 Accounts Payable	GALETON GLOVES	231.84
EFT	09/04/2018	3029 Accounts Payable	GALLS LLC	2,255.57
EFT	09/04/2018	3030 Accounts Payable	GOLDEN VALLEY HARDSCAPES	1,552.50
EFT	09/04/2018	3031 Accounts Payable	IMAGETEK INC	29,675.00
EFT	09/04/2018	3032 Accounts Payable	INTOXIMETERS INC	790.00
EFT	09/04/2018	3033 Accounts Payable	JERICO SERVICES	13,244.00
EFT	09/04/2018	3034 Accounts Payable	KNOX COMPANY	2,266.00
EFT	09/04/2018	3035 Accounts Payable	LOGAN CONTRACTORS SUPPLY, INC	566.17
EFT	09/04/2018	3036 Accounts Payable	MEDIACOM	11.47
EFT	09/04/2018	3037 Accounts Payable	MENARDS	721.65
EFT	09/04/2018	3038 Accounts Payable	METRO WASTE AUTHORITY	131,145.43
EFT	09/04/2018	3039 Accounts Payable	NINTH BRAIN SUITE LLC	543.00
EFT	09/04/2018	3040 Accounts Payable	NORTHLAND PRODUCTS	1,280.30
EFT	09/04/2018	3041 Accounts Payable	O'REILLY AUTOMOTIVE INC	362.50
EFT	09/04/2018	3042 Accounts Payable	OFFICE DEPOT	90.98
EFT	09/04/2018	3043 Accounts Payable	PRAXAIR	2,291.82
EFT	09/04/2018	3044 Accounts Payable	PREFERRED PEST CONTROL	1,744.00

City of West Des Moines
City Council Report
 Bank Account: WB CONTROLPAY - WB ControlPay
 Batch Date: 09/04/2018

Type	Date	Number Source	Payee Name	Transaction Amount
EFT	09/04/2018	3045 Accounts Payable	PRIORITY DISPATCH	42,400.00
EFT	09/04/2018	3046 Accounts Payable	SECURITY EQUIPMENT INC	185.00
EFT	09/04/2018	3047 Accounts Payable	SPECIALTY GRAPHICS INC	194.00
EFT	09/04/2018	3048 Accounts Payable	SPRAYER SPECIALTIES INC	14,902.73
EFT	09/04/2018	3049 Accounts Payable	STIVERS FORD (CONTROL PAY)	2,704.02
EFT	09/04/2018	3050 Accounts Payable	STRYKER SALES CORPORATION	1,411.60
EFT	09/04/2018	3051 Accounts Payable	TEAM SERVICES	9,832.13
EFT	09/04/2018	3052 Accounts Payable	TOMPKINS INDUSTRIES	422.33
EFT	09/04/2018	3053 Accounts Payable	TOTAL TOOL	287.00
EFT	09/04/2018	3054 Accounts Payable	TRITECH SOFTWARE SYSTEMS	7,950.00
EFT	09/04/2018	3055 Accounts Payable	VAISALA INC	990.00
EFT	09/04/2018	3056 Accounts Payable	ZOLL MEDICAL	1,812.95
WB CONTROLPAY WB ControlPay Totals:			Transactions: 46	\$293,676.99
EFTs:	46	\$293,676.99		

Payment Register

From Payment Date: 08/07/2018 - To Payment Date: 09/16/2018

Number	Date	Payee Name	Transaction Amount
23	09/01/2018	WEST BANK	\$11,416.71
113	08/08/2018	KABEL BUSINESS SERVICES	\$7,758.67
114	08/22/2018	KABEL BUSINESS SERVICES	\$4,571.89
115	08/29/2018	KABEL BUSINESS SERVICES	\$10,221.56
2177	08/24/2018	DELTA DENTAL OF IOWA	\$7,464.59
2178	08/31/2018	DELTA DENTAL OF IOWA	\$11,344.79
2179	08/24/2018	WELLMARK BLUE CROSS	\$100,647.54
2180	08/31/2018	WELLMARK BLUE CROSS	\$102,137.90
			<hr/>
			\$255,563.65

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

ITEM: Approval of Liquor Licenses

DATE: September 4, 2018

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. Apple Corps, L.P., d/b/a Applebee's Neighborhood Grill & Bar, 6190 Mills Civic Parkway - Class LC Liquor License with Sunday Sales - Renewal
2. Bradley's Pub, Inc., d/b/a Bradley's Pub, 1300 50th Street, Suite 203 - Class LC Liquor License with Sunday Sales - Renewal
3. Robert F. Etzel II d/b/a Chicago Pizza, 2025 Grand Avenue - Class LC Liquor License with Sunday Sales - Renewal
4. KRC Partners, LLP, d/b/a Cooper's on 5th, 227 5th Street - Class LC Liquor License with Sunday Sales - Renewal
5. TenX Adventures 2, LLC d/b/a The Hall, 111 South 11th Street - Class LC Liquor License Extension of Outdoor Service - September 15-16, 2018
6. Hy-Vee, Inc. d/b/a Hy-Vee Meeting Room, 1725 Jordan Creek Parkway - Transfer Location Temporarily to 1236 Jordan Creek Parkway (SpringHill Suites) - September 19-20, 2018
7. Lodge of Ashworth, Inc., d/b/a The Lodge of Ashworth Club, 909 Ashworth Road - Class LC Liquor License with Sunday Sales, Living Quarters, Outdoor Service, and Catering Privileges - Renewal
8. Ohana Inc. d/b/a Ohana Steakhouse, 2900 University Avenue, Suite A - Class LC Liquor License with Sunday Sales - Renewal
9. Sakura Sushi, Inc., d/b/a Sakura Sushi, 1960 Grand Avenue, Suite 11 - Class LC Liquor License with Sunday Sales - Renewal
10. International Event Center, Inc., d/b/a Val Air, 301 Ashworth Road - Class LC Liquor License with 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 *RTJ*

STAFF REVIEWS

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

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

ITEM: Special Event Permit - ValleyFest
Valley Band Booster Club
Approval of Temporary Parking on Grass Areas

DATE: September 4, 2018

FINANCIAL IMPACT: None

BACKGROUND:

Valley High School will be hosting its Annual ValleyFest Marching Band Festival on Saturday, October 6th at Valley Stadium. This is the largest fundraiser for the Valley Band Booster Club. ValleyFest hosts approximately 40 marching bands and has an estimated total attendance of 5,000 for the day-long event, which generates a lot of traffic, including buses, equipment trucks, and spectator vehicles.

Pete Anderson is a member of the Valley Band Booster Club and has been tasked with coordinating parking for the event. Mr. Anderson has submitted the special event application, which includes a proposal to allow parking in two designated grass areas on the City-School campus, the grass area northeast of Valley Stadium and the other being the grass area east of the entrance to Southwoods Freshman High School, as indicated on the attached map. Staff recommends approval of the request.

OUTSTANDING ISSUES (if any): None

RECOMMENDATION:

Motion to approve staff recommendations to allow temporary parking of cars on the grass areas as requested subject to complying with all other applicable City requirements and the following:

1. Ramp the curb in the stadium lot for access to the parking northeast of the stadium and not the access road
2. Place barrier tape along the north edge of the parking northeast of the stadium to clearly delineate this as a special parking area and to impede ingress from the access roads.
3. If conditions are deemed too dry at the time of the event by Fire Department staff, then parking on the grass will be prohibited.

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	

Attachments:

- Attachment A - Written Request
- Attachment B - Parking Map

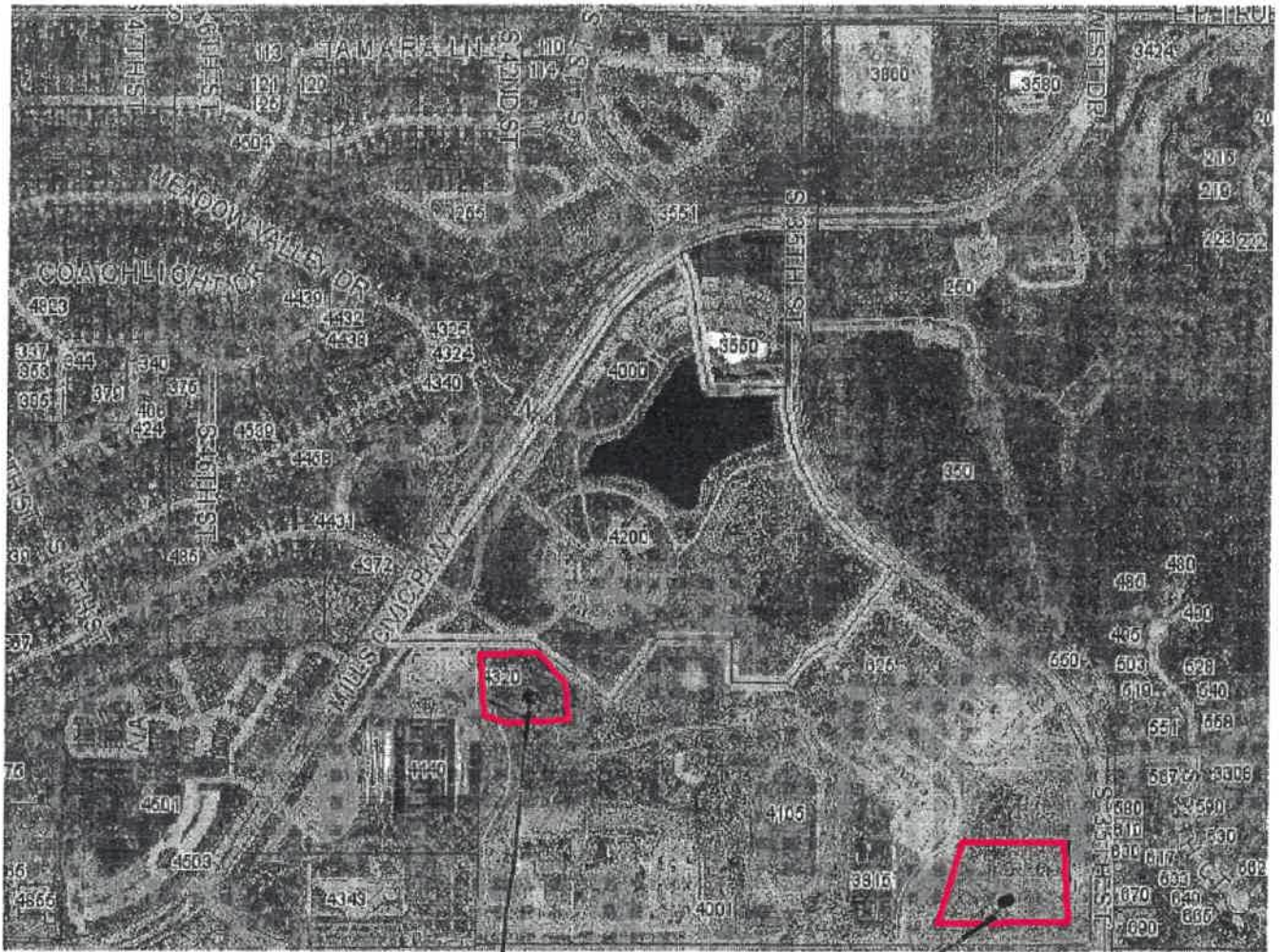
ValleyFest Special Event Request

We are requesting permission to park on the grass at the following locations (see attached map) near Valley Stadium on October 6, 2018.

Location 1 – the open field to the east of the lower stadium lot. The parking area will be roped off so that cars will be kept in specific areas on the grass. The parking area will be monitored at all times during our event and cars will be directed where to park. The parking area will be used for volunteer. The cars will enter off Mills Civic Pkwy at the entrance near the lower parking lot of the stadium. We will have ramps to get over the curbs. The cars will exit at the same location they entered.

Location 2 – the grass area at Valley Southwoods just inside the parking lot entrance of Fuller Road. The parking area will be monitored at all times during our event and cars will be directed where to park. We will have ramps to get over the curbs. The cars will exit at the same location they entered. Those parking here will be allowed to walk the fitness trail to the stadium. There will be sufficient lighting after dark.

The parking lots at City Hall, lower stadium lot, Valley Southwood lots, and Jordan Creek lots will be used for bus and equipment truck parking only – no cars will be allowed in these lots.



Volunteer
Park here.

Public
Park

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

ITEM: Approval of Special Event Lane Closure
and Off-Site Event Parking
Thrive Food Truck 5K - September 15, 2018

DATE: September 4, 2018

FINANCIAL IMPACT: None

BACKGROUND:

Ordinance 2013 was adopted by the City Council on November 25, 2013, establishing that street or lane closures for special events on arterial or collector streets shall require approval of the City Council.

Thrive Church is hosting a "Food Truck 5K" on Saturday, September 15, 2018. The primary location will be The Foundry property at 111 South 11th Street, and the 5K route will utilize South 11th Street and the City's trail system in and around Raccoon River Park.

This will requires the temporary closure of the following arterial/collector streets:

- South 11th Street (from Railroad Avenue to Lincoln Street)

The applicant has obtained signatures from businesses in the impacted area.

The Foundry property is regulated by the Foundry PUD that has the following provision for activities or events on the property: *Planned activities/events on the property that are not part of the typical activities of the distillery, beer hall, or commercial kitchen, and which are limited in duration and do not create anticipated significant impacts to nearby property, city property or right-of-way will require the submittal of and be subject to the regulation of Title 9, Zoning, Chapter 16, Temporary Use Permits. Adequate infrastructure, including provision of parking, must be provided on site unless otherwise approved by the City Council.* Although this event is considered a Special Event because the 5K will occur on City property, it will require off-site parking to accommodate the anticipated event attendance, triggering the requirement for specific City Council approval of the off-site parking.

The applicant has obtained permission from WDM Parks and Recreation to utilize parking at Holiday Park to accommodate overflow parking and will have volunteers to coordinate parking and shuttle attendees to and from the event via buses. There will also be off-duty police officers hired to assist with security for the event.

OUTSTANDING ISSUES (if any): None

RECOMMENDATION: Motion - Approval of Requests made for the Thrive Food Truck 5K

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)

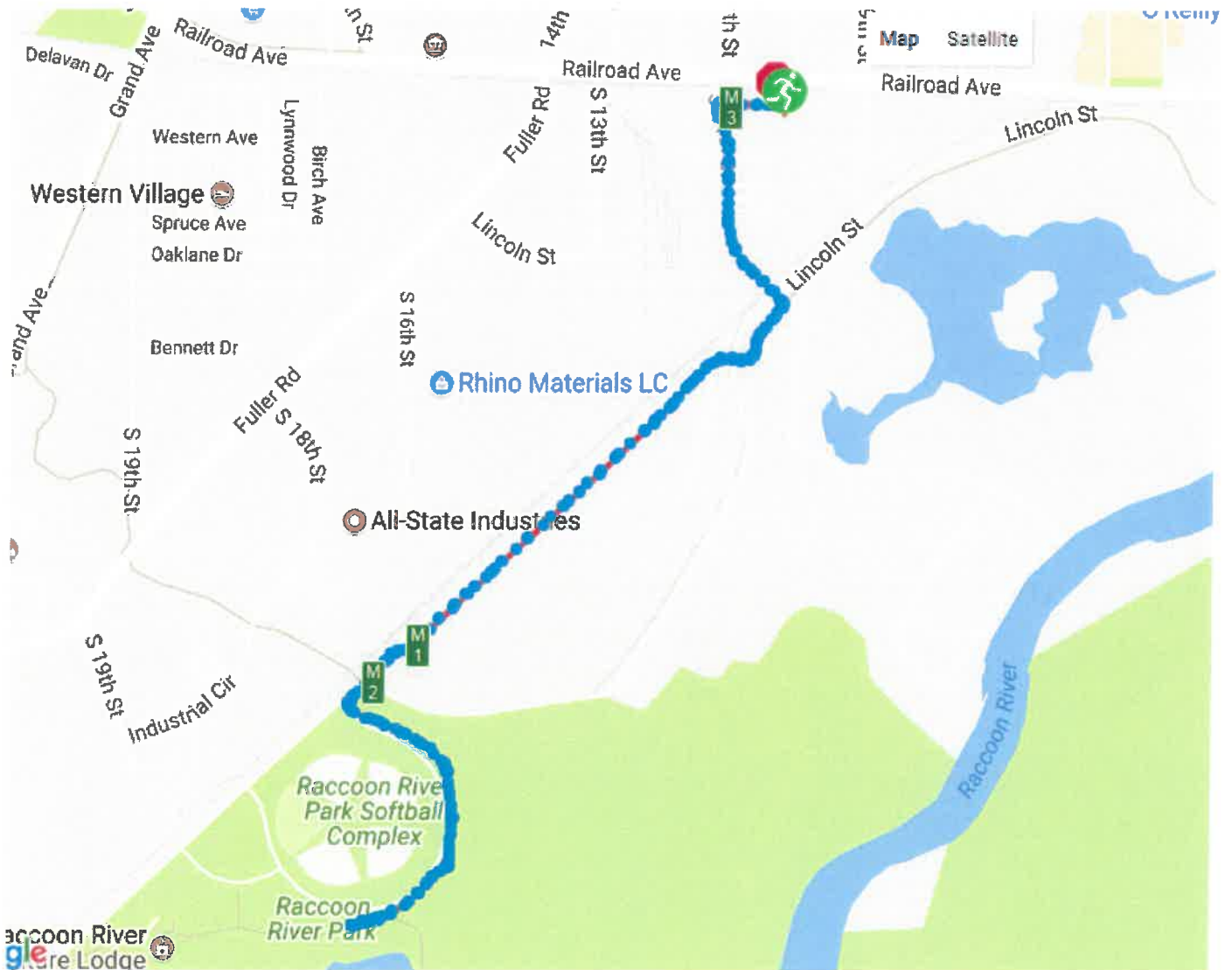
Committee	
Date Reviewed	



2018 Food Truck 5K route

starts and finishes at The Hall in West Des Moines

This is identical to the route of the 2017 Food Truck 5K



Updated Aug. 22



West Des Moines
Block Party Petition

A block party located at:
is scheduled on:

111 S. 11th St.
~~9/15~~ 9/15/18

As a resident of this street, I am aware the street will be closed from 5 to 7 pm
and am in agreement with this closing.

Fox →
Ballet →
BING BANG
Genoz. Cement →

Address	Signature of Resident
85 S. 11th WDSM	Shirley Daughenbaugh
95 S. 11th	Jay Smith
107 S. 11th	Jay Smith
114 S. 11th	[Signature]
110 St 11th	Pocet & Kelly
103 S. 11th	[Signature]
121 S. 11th Ste 100	Lorel Knapp
121 S. 11th SUITE 200	Chris [Signature]
" " " 300	LACAN 7
275 S. 11th St	[Signature]
1300 Lincoln Street	Joel [Signature]
220 S. 11th	[Signature]
132 S. 11th	[Signature]
126 S. 11th #A	Terry Stapp Ronn King
111 S. 11th	[Signature]

Chad
Corell

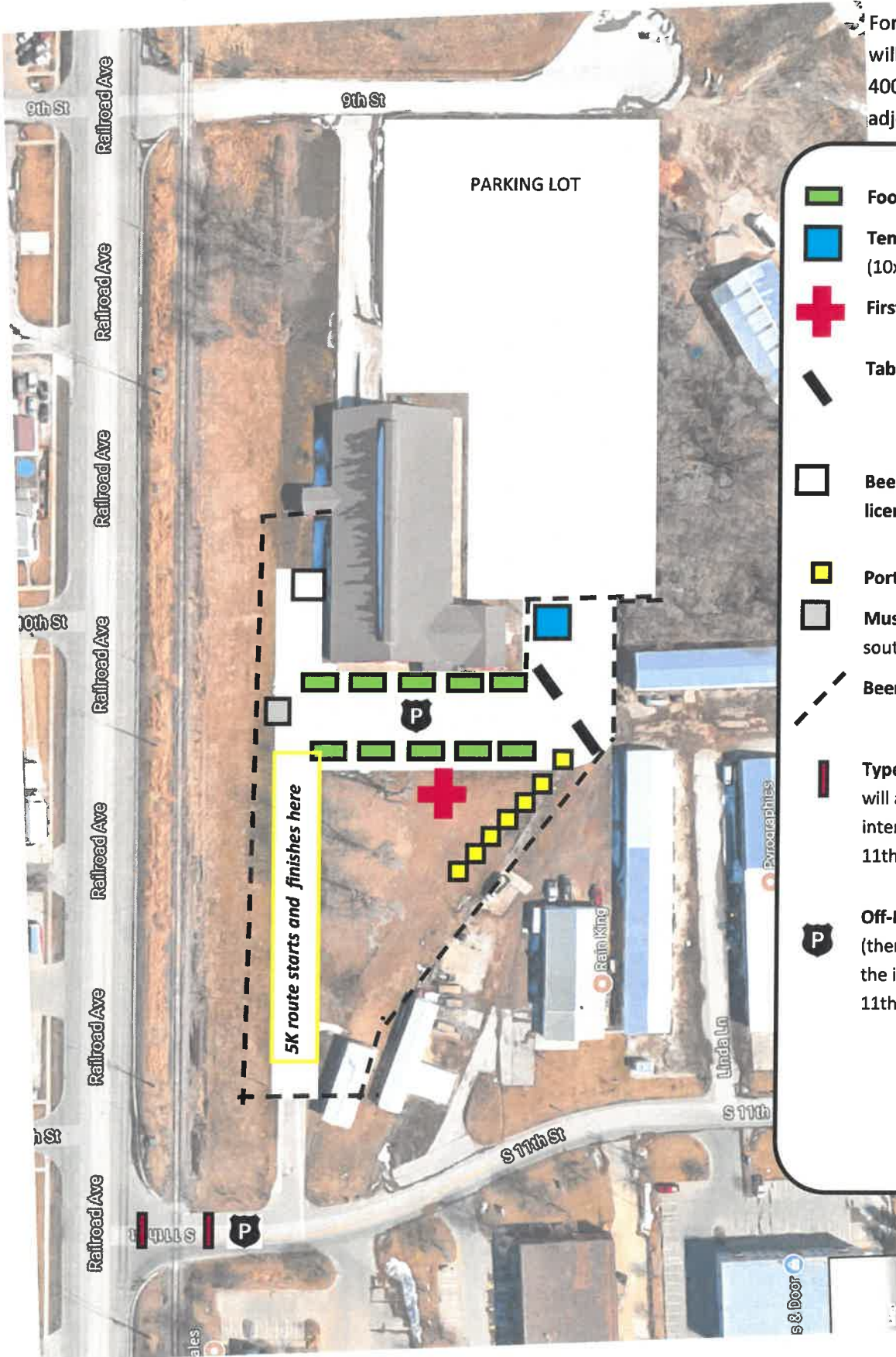












benefiting Iowa Homeless Youth Centers and hosted by thrive UMC

**5K starts and ends at The Hall
Saturday, September 15, 2018**

Updated Aug. 22

For Sound Permit: Stage will be approximately 400 feet from the nearest adjoining properties



-  Food Trucks
-  Tent for packet pickup (10x10)
-  First Aid
-  Tables
-  Beer for sale in the licensed patio
-  Porta-Potties
-  Music Stage (facing south)
-  Beer-License Boundary
-  Type-I barricades (there will also be one at the intersection of South 11th Street and Lincoln)
-  Off-Duty Police Officers (there will also be one at the intersection of South 11th Street and Lincoln)



Jacobson, Ryan

From: Bobby Godbersen <robert.godbersen@gmail.com>
Sent: Thursday, August 23, 2018 12:41 PM
To: Jacobson, Ryan
Cc: Adam Small; dsmfoodtruck5k@gmail.com; Jeremy Poland; Nick@thehalldsm.com; events@thehalldsm.com
Subject: Re: Food Truck 5K Permits

Hi Ryan,

The WDM Parks and Rec have confirmed that we can utilize Holiday Park, so that will be our plan for parking. The map of the parking area is included below as well as a confirmation email from WDM Parks and Rec.

We will utilize section 1 in the map as our primary location and will have access to section 2 as a backup area should section 1 fill-up.

I will let Meals from the Heartland know we will not require their facility for parking.



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

DATE: September 4, 2018

ITEM: Motion – Approval of Professional Services Agreement – Raccoon River Park Boathouse, Design Development through Construction Documents

FINANCIAL IMPACT: Expense of \$199,250.00 including reimbursable expenses to be paid from G/L account 500.000.000.5250.495. Funding will be covered out of available funds in the FY 18-19 CIP from the Five Waters Project, Raccoon River Park Boathouse Design (Project No. 0525 004.0510 024 2018).

BACKGROUND: The Council is asked to approve an agreement with OPN Architects for Design Services related to a new boathouse facility at Raccoon River Park. The project is part of the City's Five Waters Project.

Previous planning on this project looked at three locations in the park to determine site location, preparation of schematic design plans, and schematic level cost opinion for the boathouse facility. These services will include the design development through the preparation of final construction documents for the Boathouse building and associated site. This process will refine the schematic plans, materials, associated costs, and preparation of documents for bidding of the project. The scope of work will also include a topographic site survey, the site plan approval process, final cost estimate, and any permitting required for the project.


The agreement with OPN Architects is attached along with their proposal, scope of work, and schedule. OPN Architects did the original schematic design for the Boathouse, and was selected for this project due to their past experience on other City projects and experience in this type of work. The City retains professional consultants based on their past work experience, qualifications, and availability. City staff attempts to distribute professional services on an equitable basis to qualified firms maintaining local metropolitan area offices who have expressed interest in working for the City of West Des Moines.

OUTSTANDING ISSUES: None

RECOMMENDATION: That the City Council approve the agreement with OPN Architects

Lead Staff Member: David Sadler, Superintendent of Parks 

STAFF REVIEWS

Department Director	Sally Ortgies, Director of Parks & Recreation 
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	
Date Reviewed	

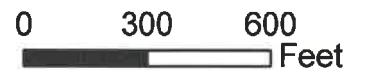


VICINITY MAP



LEGEND

 Project Location



PROJECT:

RACCOON RIVER PARK BOATHOUSE

LOCATION:

2500 GRAND AVENUE

DRAWN BY: **MAA**

DATE: **9/14/2017**

PROJECT NO.: -

SHT. **1 of 1**

AGREEMENT FOR PROFESSIONAL CONSULTING SERVICES

This Agreement is made and entered into this 4th day of September, 2018, by and between the CITY OF WEST DES MOINES, a municipal corporation, hereinafter referred to as "City", and OPN Architects, Inc, (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 for the Raccoon River Park Boathouse (Project #0510 095 2017), shall be as further described in Attachment A, Scope of Services.

2. SCHEDULE

The schedule of the professional services to be performed shall conform to the Schedule set forth in Attachment A. 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, pursuant to the Schedule of Fees set forth in Attachment A.

I. Design Services	\$199,250
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B. The Consultant shall invoice the City monthly for services, 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' 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: OPN Architects
 Attn: Rick Seely
 Address: 100 Court Avenue, Suite 100
 City, State: Des Moines, IA 50309

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: _____

BY: _____
Ryan T. Jacobson, City Clerk

ATTACHMENT A

SCOPE OF SERVICES

Outlined within Proposal/Agreement letter dated August 28th, 2018

PROJECT SCHEDULE

Begin design immediately
Preliminary Schedule listed in letter dated August 28th, 2018

SCHEDULE OF FEES

\$199,250 Total Fee + Expenses

Further outlined within Proposal/Agreement letter dated August 28th, 2018



Cedar Rapids
200 Fifth Avenue SE Ste. 201
Cedar Rapids, Iowa 52401
(319) 363-6018

Des Moines
100 Court Avenue Ste. 100
Des Moines, Iowa 50309
(515) 309-0722

Iowa City
24 ½ S. Clinton Street
Iowa City, Iowa 52240
(319) 363-6018

Madison
301 N. Broom Street Ste. 100
Madison, Wisconsin 53703
(608) 819-0260

opnarchitects.com

August 28, 2018

Mr. Kevin Conn, ASLA
City of West Des Moines Parks & Recreation Department
4200 Mills Civic Parkway, PO Box 65320
West Des Moines, IA 50265

RE: Raccoon River Park Boathouse, West Des Moines

Kevin:

We appreciate the opportunity to continue design on a new boathouse facility at Raccoon River Park and offer a proposal for Design Development through Construction. Our previous Schematic Design effort on the project proved helpful in understanding the potential opportunities as well as challenges for this project, and we look forward to continuing work together with your team.

We propose the following team:

OPN Architects – Architecture

Confluence – Landscape Architecture

Resource Consulting Engineers – Mechanical, Electrical, and Plumbing Engineering

Raker Rhodes Engineering – Structural Engineering

Civil Design Advantage – Civil Engineering

DCI Group – Cost Estimation

Project Understanding:

- Site location has been determined.
 - During Schematic Design, the team studied and provided site analysis for (3) locations. Based on several strengths, a site located near the existing boat ramp and parking lot was selected.
- Schematic Design Services have been completed per our previous contract.
 - Building programming has been completed.
 - A site plan has been developed and preliminary site utilities have been examined. Confirm SD assumptions.



- An SD cost opinion has been performed by DCI Group for the current design.
 - Confirm Cost estimate numbers and reassess scope and budget expectations with current design.
- This proposal will pertain to the completion of Design Development, Construction Documents, Bidding/Negotiation, and finally see the Boathouse project through the Construction Observation Phase.

Services Provided:

Pre-Design and Schematic Design Services have already been performed under previous contract.

Architectural Services:

- **Design Development:**
 - Refine design decisions, materials, and confirm project understanding.
 - Prepare DD documents.
 - Prepare and deliver Cost Estimation at 100% DD
 - Deliverables:
 - A 100% DD presentation will be given to the City Steering Committee.
 - A 100% DD drawing package will be provided as well as outline specifications.
- **Construction Documentation:**
 - Prepare CD documents and materials.
 - Coordinate documents with Confluence and other consultants.
 - Prepare milestone cost exercises at 65% CD and 95% CD.
 - City Site Plan review and approval.
 - Issue 100% Construction Documents for bid purposes.
 - Deliverables:
 - The team will deliver a 95% CD Owner Review Package. At this point our team will ask for any comments and questions and will go through all of these with a page turn. Comments will be incorporated into the Bid Set.
 - A full set of construction specifications will also be part of the contract documents for bid.
- **Bidding/Negotiation:**
 - Assess and confirm optimal bid period based on an end of June/July 1st construction start.
 - Assist with Bidding Procedures and Evaluation.
 - Respond to Bidder's questions and requests.



Project Assumptions:

- \$2,157,877 Schematic Design cost estimate for total construction cost provided early Spring 2018. The proposed construction budget for this project is \$2,100,000.
- The Schematic Design for the building includes:
 - 2,450 total building sf, including 1,668 of vessel storage that is designed to be resilient to flooding on the lower level. A concessions / transaction area and restrooms are located on the upper level.
 - Site features include: Accessible boat launches, stone shore protection, removable dock, as well as a reconfiguration of the existing parking to create more stalls closer to the building.
 - The foundation and lower level will be cast in place concrete, while the upper level will consist of a combination of precast concrete panels, and additional steel structure for the canopy overhead.
 - The upper level will consist of concrete masonry as well accent materials of wood and metal panel.
- A site survey will be required and coordination with DNR may be required.
- (6-7) Design Meetings:
 - Kick-off to confirm SD findings and determine goals and expectations for the project.
 - Following the Kick-off, the team will reconvene to go through the DD presentation and drawing package to seek approval to proceed into CD phase.
 - A 50% CD meeting will be a mid/touch base point for the Steering Committee and Design Team. The goals for this meeting will be to ensure the team is on the right track prior to the heavy lifting documentation portion of this project. Any comments stemming from the 100% DD cost estimation will be discussed at this time and the team will seek approval to continue with 100% CD's.
 - 95% CD Owner Page Turn is a final opportunity to go discuss owner comments and questions and review the current drawing package.
 - Final CD presentation and drawing package deliverable and review of final cost opinion prior to bidding.
- Cost estimates at 100% DD, 65% CD, and 95% CD.
- Resident Services [Construction Administration] are not included within this proposal and is anticipated to be added as a later phase. It is noted in this proposal as an Optional Service. These services include: 1) Resident Services throughout the duration of construction and meeting on site or with contractors monthly. The proposed construction duration for this proposal is 9 months. 2) Preparation of Record Documents that will be completed by



the design team and turned over to the City of West Des Moines upon receipt of information from the Contractor.

- Once authorized, Resident Services [Construction Administration] will begin as soon as the bid is awarded and continue through punchlist and substantial completion. This will consist of submittal review, monthly meetings on site with the contractor, and punchlist. Anticipated construction start: June/July 1st, 2019. Anticipated Construction duration is 9 months with a completion of early Spring 2020.
- Limited telecommunications design is included within this proposal and is anticipated to support staffing and Point-of-Sale.
- No security design is included. If this is desired, the team can provide these services for an additional fee.
- Limited fire alarm design is included. No fire sprinklers are anticipated for this design.
- Approximately 450 sf of removable Dock design is included within this proposal.
- Parking lot reconfiguration and restriping design as indicated in the SD documents is included in the design and construction. Existing parking lighting will be maintained and is not included.
- Flood Plain Documents have been included. The property currently lies within floodplain. Floodplain mapping information and a letter of map will be submitted to FEMA in an effort to reduce the impact of the floodplain on the project site. An as-built topography survey will need to be completed on those areas that have been filled within the existing floodplain area to show that the buildable areas are higher than the 100-year flood elevations. This task assumes that the floodplain has been previously studied and elevations have already been established by FEMA. If an unstudied area exists, the team will have to prepare a full flood study. Preparation of a flood studies, if required, are not included. Estimate of services if required: \$4,000.00
- Surface and underground detention and retention of storm water is assumed unnecessary based on the site. Site Storm water detention adjustments will be limited and will remain in the pond with no outlet or structure revisions. If needed additional services may be required.
- Existing city Storm Water Management Plan is to be updated by providing information, by letter, to the city on changes to quantities of impervious area and a summary of impact to the overall function and post-development release of the pond.
- If required, all soil borings, geotechnical services, abatement services for hazardous materials, traffic studies, structural testing, and material testing will be provided by others.
- FF&E services are not included but OPN can provide these services if desired.



Proposal Summary:

Schedule: The OPN and consultant team is prepared to begin the design immediately. We anticipate 9 months of construction with completion in early Spring 2020.

Preliminary Schedule:

- SD completed early 2018
- DD starts Sept 4, 2018 – 6-7 weeks
- CD starts October 2019
- B/N starts April/May 2019 (depends on optimal bid timing and City Review)
- Approximate Construction Start is end of June/July 1st, 2019 through completion early Spring 2020.

Compensation: Professional fees to complete design and construction services as outlined for each scope of services of this proposal will be a stipulated sum as follows:

Primary Project Scope

Basic Services:

Architectural Services – OPN Architects	
Design Development thru Bid Phase	\$ 94,500
Structural Engineering – Raker Rhodes Engineering	
Design Development thru Bid Phase	\$ 8,250
MEP Engineering - Resource Consulting Engineers	
Design Development thru Bid Phase	<u>\$ 13,500</u>
Subtotal	\$ 116,250

Additional Services Requested:

Landscape Architectural – Confluence	\$ 67,000
Civil Engineering Services included - CDA	
Topographic Site Survey - CDA	\$ 4,000
Cost Estimation – DCI Group	<u>\$ 6,000</u>
Subtotal	\$ 77,000

Professional Fee	\$193,250
Estimated Reimbursable Expenses	\$ 6,000
Total Fee + Expenses	\$ 199,250



Optional Services:

Should more developed renderings or models be desired beyond what is provided above, we offer the following Additional Services for your consideration:

A. High-Resolution Promotional Graphics/Models:

Rendering/Graphics Services – OPN Architects	
Per Additional High-Resolution Rendering	\$ 1,000
Physical Model – OPN Architects	
3D printing and laser cutting	\$ 3,600 – 5,500

B. Construction Logistics and Sequencing

Due to the flexible bid schedule, our team can offer Construction sequencing and sequencing to maximize the budget and deliver the project during the optimal bid market. Our team will work closely with the construction market to support the design team documentation if applicable including: bid packages, competitive bid markets, as well as construction sequencing.

DCI Group	\$ 1,000
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C. Resident Services

Construction Administration services are required to ensure the project is constructed according to the requirements of the Construction Documents. These services include site observation of progress, monthly construction meetings, review of shop drawings, punchlist, and review for Substantial Completion. Services are included for up to 9 months of construction. Record Documents will be prepared upon receipt of As-Built set from Contractor(s).

Construction Administration	
OPN Architects	\$ 60,000
Raker Rhodes Engineering	\$ 2,750
Resource Consulting Engineers	\$ 4,500
Confluence / CDA	\$ 8,000
<u>Record Documents</u>	<u>\$ 4,000</u>
Subtotal	\$ 79,250
<u>Estimated Reimbursable Expenses</u>	<u>\$ 2,025</u>
Total	\$ 81,275



D. LEED Certification and Coordination

LEED certification (level to be determined) is feasible on this project. The project location in the flood plain and less than 50 feet to a body of water preclude sustainable sites credits, however do not limit a pursuit of LEED. An energy model will be included with this optional service, which will illustrate energy compliance with many of the credits. The OPN and consultant team is well-versed in LEED projects and has completed several LEED certified projects to date. OPN also employs one of the best building sustainability experts in the country as a resource for this project.

OPN Architects	\$ 30,000
RCE MEP	\$ 2,500
RCE Energy Model	\$ 2,000
Confluence	\$ 6,000
	<hr/>
Subtotal	\$ 40,500

Some Additional LEED Certification expenses will be required. Below is an approximate estimation of these fees with USGBC:

Registration, Design, and Construction Review	\$ 4,300
Commissioning	\$ 2,200

E. Living Building Challenge

Living Building Challenge is an alternative to LEED and may also be feasible on this project given its size, program, and passive energy saving opportunities. Below is an estimate and potential costs vary based on full or partial participation. Should LBC be desired, further exploration of approximate fees will be completed.

Stipulated Sum	\$ 29,400-\$ 69,400
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Some Additional LBC Certification expenses will be required. Below is an approximate estimation of these expenses:

Registration expenses and Review Costs	\$ 2,150 - 5,500
Commissioning	\$ 2,200 - \$3,500

F. Net Zero

After brief study, OPN believes net-zero (or zero carbon) is feasible. The team will provide a gap analysis to determine potential costs and coordination to pursue further. Additional certification fees and commissioning may be required. OPN shall provide an addendum to this



proposal indicating findings and the professional fees associated with net-zero should this be of interest.

Professional Fee

\$ TBD

Reimbursable expenses are an estimate and include: authorized travel, courier services, express mail, plan review fees, reproduction of project documents during design, photography, out-of-house digital processing, and mileage. Bid Printing is not included.

OPN will invoice monthly based on a percentage of work completed-to-date. Payment is due to the Architect within (30) days from the date of invoice.

Contract will be City of West Des Moines - AGREEMENT FOR PROFESSIONAL CONSULTING SERVICES [v.2018]

Again, we thank you as well as the City of West Des Moines Parks and Recreation Department for offering us the opportunity to present our proposal. The impacts of this project will undoubtedly better serve your staff and the community.

If you find you have any questions or desire additional information, please do not hesitate to call. Should you find our proposal acceptable, I would welcome the opportunity to schedule a start date and formalize our agreement.

We thank you for considering OPN Architects and I look forward to your response.

OPN ARCHITECTS, INC.

A handwritten signature in black ink, appearing to read 'Rick Seely', written in a cursive style.

Rick Seely AIA

Principal

CC: Joe Wallace Project Architect

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

DATE: September 4, 2018

ITEM: Motion – Approval of Contract Agreement – Valley View Aquatic Center Lazy River Repainting

FINANCIAL IMPACT: Expense of \$63,696 to be paid from available funds in the operating budget for Valley View Aquatic Center. The low bid was over the budgeted amount of \$45,000, however, funds will be transferred from Maintenance Building (100.400.453.5220.310) to Maintenance Pool Painting (100.400.453.5220.345).

BACKGROUND: The Council is asked to approve an agreement with Mongan Painting Co., Inc. of Cherokee, Iowa for the repainting of the lazy river at Valley View Aquatic Center. As part of an ongoing preventative maintenance plan, one of the four pool basins at the aquatic centers is repainted every year. The lazy river repainting project was publicly advertised and two bids were received. The lowest bid was submitted by Mongan Painting Co, Inc. This contractor successfully completed the last pool basin painting project and is well qualified to perform the work.

As noted above, the low bid was over the amount budgeted for the project. In discussing with the contractor, this is specialized work. The higher price compared to other pool basins is also due to the higher complexity of the lazy river basin with its greater amount of wall surface and more difficult access. Since there are already 3 coats of paint on the surfaces, this project includes the removal of all paint down to the bare concrete in addition to painting. The price also reflects the completion deadline of October 26, 2018. Staff feels that it is important to have the work completed this fall to avoid any delays in opening the aquatic center in the spring.




A copy of the contract agreement including terms and conditions is attached.

OUTSTANDING ISSUES: None

RECOMMENDATION: That the Council approve the contract agreement with The Mongan Painting Co, Inc.

Lead Staff Member: Sally Ortgies 

STAFF REVIEWS

Department Director	
Appropriations/Finance	
Legal	
Agenda Acceptance	

PUBLICATION(S) (if applicable)

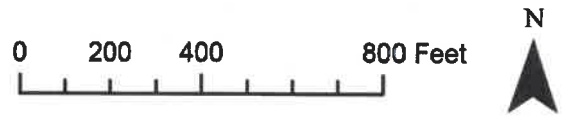
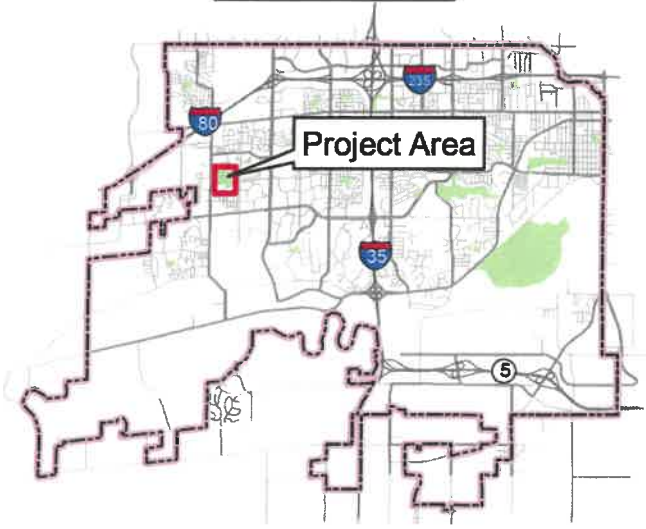
Published In	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee			
Date Reviewed			
Recommendation	Yes	No	Split



VICINITY MAP



LEGEND

Project Area

	PROJECT: VALLEY VIEW AQUATIC CENTER - LAZY RIVER REPAINTING		
	LOCATION: VALLEY VIEW PARK - 255 81ST STREET		
DRAWN BY: MAA	DATE: 8/28/2018	PROJECT NO.:	SHT. 1 of 1

**City of West Des Moines
Valley View Aquatic Center - Lazy River Repainting Project
Tabulation of Bids
August 22, 2018**



Item #	Item	Unit	Quantity	Mongan Painting Inc Cherokee, IA		Western Speciality Contractors WDM, IA	
				Unit Price	Amount	Unit Price	Amount
1	Repainting of Lazy River Basin	LS	1	63,696.00	\$ 63,696.00	118,645.00	\$ 118,645.00
TOTAL					\$ 63,696.00		\$ 118,645.00
	Full Depth Concrete Patching	SF	1	32.00	\$ 32.00	100.00	\$ 100.00



CITY OF WEST DES MOINES
4200 Mills Civic Parkway
PO Box 65320
West Des Moines, Iowa 50265-0320

CONTRACT NO. - _____
BUDGET CODE 100.400.453.5220.345

DATE: 9/4/18

CONTRACT AGREEMENT

Contractor Mongan Painting Co, Inc. 720 Sleezer Rd, P.O. Box 515 Cherokee, IA 51012	Department Department of Parks & Recreation P.O. Box 65320 West Des Moines, Iowa 50265
Contract Period – Effective: September 4, 2018 Cost: \$63,696.00	Terminates: October 26, 2018 Payable: 30 Days
<u>DESCRIPTION OF ITEMS CONTRACTED</u> See Attached	
Contractor Rick Mongan, President	_____ Approved _____ Not Approved
Authorized Signature	
Company Name (Print) Mongan Painting Co, Inc.	City Manager
Address 720 Sleezer Rd, P.O. Box 515, Cherokee, IA 51012 712-225-0626	Department Director

REQUEST FOR BID

2018

VALLEY VIEW AQUATIC CENTER – LAZY RIVER REPAINTING

CITY OF WEST DES MOINES

The City of West Des Moines, Iowa, solicits interested parties to submit bids for the repainting of the Valley View Aquatic Center lazy river basin located at 255 81st Street in West Des Moines, IA.

Submittals marked “2018 Valley View Aquatic Center – Lazy River Repainting” will be received no later than **2:00 p.m. local time on Wednesday, August 22, 2018**. Submit a signed copy of the attached Bid Sheet to:

Office of the City Clerk
City of West Des Moines
4200 Mills Civic Parkway, Suite 2B
P.O. Box 65320
West Des Moines, IA 50265

Extent of Work

The extent of work includes furnishing of all labor, equipment, and materials for the completion of improvements generally described as follows:

Repainting of the lazy river basin at Valley View Aquatic Center (255 81st St). Associated work to include sandblasting of existing coating to bare concrete, resealing of perimeter construction joint, and protection of existing features not affected by renovation.

All work is to be done in strict compliance with the Plans and Specifications prepared by Waters Edge Aquatic Design.

Bid Procedure

Mark outside of envelope with proposal subject, “2018 Valley View Aquatic Center – Lazy River Repainting”.

Bids received after the announced time and date of receipt, by mail or otherwise, will be returned unopened. Nothing herein is intended to exclude any responsible firm or in any way restrain or restrict competition. The City of West Des Moines reserves the right to award in part or in whole or to reject any or all bids.

Any bid submitted **MUST** be signed by an individual authorized to bind the bidder. All bids submitted without such signature will be deemed non-responsive, and will not be acceptable.

Project Completion

All work involved under this contract shall be completed by **October 26, 2018**. Liquidated damages in the amount of **Two Hundred dollars (\$200.00)** per day will be assessed for each day that the work remains uncomplete after the end of the listed completion date.

Questions

Questions regarding the Request or to schedule a site visit contact **Mark Brewick**, Recreation/Facility Supervisor, (515) 222-3441, mark.brewick@wdm.iowa.gov .

Attachments

1. Specifications

2. Bid Sheet

3. Pool Plan

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SECTION 07 90 10
JOINT SEALERS FOR POOLS AND DECKS

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Sealants and joint backing.

1.02 REFERENCE STANDARDS

- A. ASTM C920 - Standard Specification for Elastomeric Joint Sealants; 2011.
- B. ASTM C1193 - Standard Guide for Use of Joint Sealants; 2011a.
- C. ASTM D1667 - Standard Specification for Flexible Cellular Materials--Poly(Vinyl Chloride) Foam (Closed-Cell); 2005 (Reapproved 2011).

1.03 SUBMITTALS

- A. See Administrative Requirements, for submittal procedures.
- B. Product Data: Provide data indicating sealant chemical characteristics.
- C. Manufacturer's Installation Instructions: Indicate special procedures.

1.04 QUALITY ASSURANCE

- A. Applicator Qualifications: Company specializing in performing the work of this section with minimum 5 years experience.

1.05 FIELD CONDITIONS

- A. Maintain temperature and humidity recommended by the sealant manufacturer during and after installation.

PART 2 PRODUCTS

2.01 SEALANTS

- A. Nonsag Polyurethane Sealant: ASTM C920, Grade NS, Class 25, Uses NT, M, A, G, O; multi component, chemical curing, non-staining, non bleeding, non-sagging type.
 - 1. Color: Colors as selected by Engineer.
 - 2. Product:
 - a. Sikaflex 2C NS manufactured by Sikaflex.
 - b. Sonolastic NP 2 manufactured by Sonneborn.
 - 3. Movement Capability: Plus and minus 25 percent.
 - 4. Service Temperature Range: -20 to 180 degrees F.
 - 5. Shore A Hardness Range: 20 to 35.
 - 6. Applications: Use for:
 - a. Control joints in pool deck.

2.02 ACCESSORIES

- A. Primer: Non-staining type, recommended by sealant manufacturer to suit application.
- B. Joint Cleaner: Non-corrosive and non-staining type, recommended by sealant manufacturer; compatible with joint forming materials.
- C. Joint Backing: Round foam rod compatible with sealant; ASTM D 1667, closed cell PVC; oversized 30 to 50 percent larger than joint width.
 - 1. Product: Sonolastic Closed-Cell Backer-Rod manufactured by Sonneborn or equivalent.
- D. Bond Breaker: Pressure sensitive tape recommended by sealant manufacturer to suit application.

PART 3 EXECUTION

3.01 EXAMINATION

- A. Verify that substrate surfaces are ready to receive work.
- B. Verify that joint backing and release tapes are compatible with sealant.

3.02 PREPARATION

- A. Remove loose materials and foreign matter that could impair adhesion of sealant.
- B. Remove protective coatings or finishes that could interfere with adhesion.
- C. Clean and prime joints in accordance with manufacturer's instructions.
- D. Perform preparation in accordance with manufacturer's instructions and ASTM C1193.
- E. Provide joint backing as required to provide caulk joints meeting manufacturer's recommendations.
- F. Protect elements surrounding the work of this section from damage or disfigurement.

3.03 INSTALLATION

- A. Perform work in accordance with sealant manufacturer's requirements for preparation of surfaces and material installation instructions.
- B. Perform installation in accordance with ASTM C1193.
- C. Install bond breaker where joint backing is not used.
- D. Install sealant free of air pockets, foreign embedded matter, ridges, and sags.
- E. Apply sealant within recommended application temperature ranges. Consult manufacturer when sealant cannot be applied within these temperature ranges.
- F. All caulk joint surfaces shall be straight and flush with adjacent surfaces. Tooling of joints other than as indicated above shall not be allowed unless otherwise noted.

3.04 CLEANING

- A. Clean adjacent soiled surfaces.

3.05 PROTECTION

- A. Protect sealants until cured.

END OF SECTION

SECTION 09 96 10
COATINGS FOR POOLS

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. High performance coatings for the following:
 - 1. Swimming pools.
- B. Preparation of new surfaces for coating.

1.02 REFERENCES

- A. ASTM D 16 - Terminology Relating to Paint, Varnish, Lacquer, and Related Products; 2000.
- B. ASTM D 4263 - Indicating Moisture in Concrete by the Plastic Sheet Method; 1999.
- C. ASTM F 1869 - Measuring Moisture Vapor Emission Rate of Concrete Subfloor Using Anhydrous Calcium Chloride; 1998.

1.03 DEFINITIONS

- A. Definitions of Painting Terms: ASTM D 16, unless otherwise specified.
- B. Dry Film Thickness (DFT): Thickness of a coat of paint in fully cured state measured in mils (1/1000 inch).

1.04 SUBMITTALS

- A. Product Data: Manufacturer's data sheets on each coating product to be used, including:
 - 1. Product characteristics.
 - 2. Preparation instructions and recommendations.
 - 3. Primer requirements and recommendations.
 - 4. Storage and handling requirements and recommendations.
 - 5. Application methods.
- B. Selection Samples: For each finish product specified, two complete sets of color chips representing manufacturer's full range of available colors and sheens.
- C. Manufacturer Qualifications: Submit manufacturer's certification that coatings comply with specified requirements and are suitable for intended application.
- D. Applicator Qualifications: Submit list of a minimum of 5 completed projects of similar size and complexity to this Work. Include for each project:
 - 1. Project name and location.
 - 2. Name of owner.
 - 3. Name of contractor.
 - 4. Name of architect.
 - 5. Name of coating manufacturer.
 - 6. Approximate area of coatings applied.
 - 7. Date of completion.
- E. Warranty: Submit manufacturer's standard warranty.

1.05 QUALITY ASSURANCE

- A. Manufacturer Qualifications:
 - 1. Company specializing in manufacturing the Products specified in this section with minimum five years documented successful experience.
 - 2. Able to demonstrate successful performance on comparable projects.
 - 3. Single Source Responsibility: Coatings and coating application accessories shall be products of a single manufacturer.
- B. Applicator Qualifications:
 - 1. Company specializing in application of Products specified in this section with minimum five years documented experience on projects of similar size and complexity to this Work.

2. **Applicator's Personnel:** Employ persons trained for application of specified coatings and provide a letter or qualification statement supplied by the paint manufacturer.

1.06 PRE-INSTALLATION MEETING

- A. Convene before starting work for this project.
- B. Require attendance of parties directly affecting work of this section, including Contractor, Engineer, applicator, and manufacturer's representative. Review the following:
 1. Environmental requirements.
 2. Protection of surfaces not scheduled to be coated.
 3. Surface preparation.
 4. Application.
 5. Repair.
 6. Field quality control.
 7. Cleaning.
 8. Protection of coating systems.
 9. One-year inspection.
 10. Coordination with other work.

1.07 DELIVERY, STORAGE, AND HANDLING

- A. **Delivery:** Deliver materials to site in manufacturer's original, unopened containers and packaging, with labels clearly identifying:
 1. Coating or material name.
 2. Manufacturer.
 3. Color name and number.
 4. Batch or lot number.
 5. Date of manufacture.
 6. Mixing and thinning instructions.
- B. **Storage:**
 1. Store materials in a clean dry area and within temperature range in accordance with manufacturer's instructions.
 2. Store products in manufacturer's unopened packaging until ready for installation.
 3. Do not use materials beyond manufacturer's shelf life limits.
 4. Store and dispose of solvent-based materials, and materials used with solvent-based materials, in accordance with requirements of local authorities having jurisdiction.
- C. **Handling:** Protect materials during handling and application to prevent damage or contamination.

1.08 PROJECT CONDITIONS

- A. Maintain environmental conditions (temperature, humidity, and ventilation) within limits recommended by manufacturer for optimum results. Do not apply coatings under environmental conditions outside manufacturer's absolute limits.

1.09 ENVIRONMENTAL REQUIREMENTS

- A. **Weather:**
 1. **Air and Surface Temperatures:** Prepare surfaces and apply and cure coatings within air and surface temperature range in accordance with manufacturer's instructions.
 2. **Surface Temperature:** Minimum of 5 degrees F (3 degrees C) above dew point.
 3. **Relative Humidity:** Prepare surfaces and apply and cure coatings within relative humidity range in accordance with manufacturer's instructions.
 4. **Precipitation:** Do not prepare surfaces or apply coatings in rain, snow, fog, or mist.
 5. **Wind:** Do not spray coatings if wind velocity is above manufacturer's limit.
- B. **Ventilation:** Provide ventilation during coating evaporation stage in confined or enclosed areas in accordance with manufacturer's instructions.
- C. **Dust and Contaminants:**

1. Schedule coating work to avoid excessive dust and airborne contaminants.
2. Protect work areas from excessive dust and airborne contaminants during coating application and curing.

PART 2 PRODUCTS

2.01 MANUFACTURERS

- A. Specified Manufacturer, unless noted otherwise: Tnemec Company Incorporated: 6800 Corporate Drive, Kansas City, Missouri 64120-1372; Tel: (800) 863-6321 or (816) 483-3400; Fax (816) 483-3969; www.tnemec.com.
- B. Acceptable Manufacturer: Diamond Vogel Paints: 105 63rd Street, Des Moines, IA, 50312; Tel: (515) 255-5500.

2.02 SWIMMING POOLS

- A. Swimming Pools, Immersion - Floors and Walls:
 1. System Type: Epoxy.
 2. Surface Preparation: See Part 3 of this section on surface preparation.
 3. Primer (as needed in areas where surface preparation exposes bare concrete): Series 66HS Hi-Build Epoxoline. At a rate of 200 sq. ft. per gallon.
 4. Intermediate Coat: Series 66HS Hi-Build Epoxoline. At a rate of 200 sq.ft. per gallon.
 5. Finish Coat: Series 66HS Hi-Build Epoxoline. At a rate of 200 sq. ft. per gallon.
 6. Color: As selected by Owner from manufacturer's standard colors.
- B. Swimming Pools, Immersion - Painted Gutter Surface, Lane Stripes, and Targets:
 1. System Type: Epoxy.
 2. Surface Preparation: Same as A (above).
 3. Primer (as needed in areas where surface preparation exposes bare concrete): Series 66HS Hi-Build Epoxoline. At a rate of 200 sq. ft. per gallon.
 4. Intermediate Coat: Series 66HS Hi-Build Epoxoline. At a rate of 200 sq.ft. per gallon.
 5. Finish Coat: Series 66HS Hi-Build Epoxoline. At a rate of 200 sq. ft. per gallon.
 6. Color: As selected by Owner from manufacturer's standard colors.
- C. Non-Skid Surfaces:
 1. Paint gutter wall top surfaces, submerged steps, and pool floors 30 inches deep and shallower, and all painted surfaces on pool deck. Mix dry 50 mesh white silica sand in final two coats at a rate of 5 pounds per gallon of paint used.
- D. Note: Series 161HS Tneme-Fascure shall be substituted for Series 66HS Hi-Build Epoxoline in this section when temperatures are expected to be below 50 degrees F and above 35 degrees F.

2.03 ACCESSORIES

- A. Coating Application Accessories:
 1. Accessories required for application of specified coatings in accordance with manufacturer's instructions, including thinners.
 2. Products of coating manufacturer.

2.04 MATERIALS - GENERAL REQUIREMENTS

- A. Coatings - General:
 1. Unless otherwise indicated, provide factory-mixed coatings. When required, mix coatings to correct consistency in accordance with manufacturer's instructions before application. Do not reduce, thin, or dilute coatings or add materials to coatings unless such procedure is specifically described in manufacturer's product instructions.
 2. Supply each coating material in quantity required to complete entire project's work from a single production run.
- B. Primers: Where the manufacturer offers options on primers for a particular substrate, use primer categorized as "best" by the manufacturer.

- C. Coating Application Accessories: Provide all primers, sealers, cleaning agents, cleaning cloths, sanding materials, brushes, rollers, containers, and clean-up materials required.

PART 3 EXECUTION

3.01 EXAMINATION

- A. Verify that surfaces are ready to receive Work as instructed by the product manufacturer.
- B. Examine areas and conditions under which coating systems are to be applied. Notify Engineer of areas or conditions not acceptable. Do not begin surface preparation or application until unacceptable areas or conditions have been corrected.
- C. Test shop-applied primer for compatibility with subsequent cover materials.

3.02 PROTECTION OF SURFACES NOT SCHEDULED TO BE COATED

- A. Surface Appurtenances: Remove or mask all items not scheduled to be coated prior to preparing surfaces or finishing.
- B. Protect surrounding areas and surfaces not scheduled to be coated from damage during surface preparation and application of coatings.
- C. Immediately remove coatings that fall on surrounding areas and surfaces not scheduled to be coated.
- D. Owner shall approve protection of surfaces before additional work can proceed.

3.03 PREPARATION OF EXISTING CONCRETE SURFACES FOR RE-COATING

- A. Existing Pool Coatings: Unless specifically noted otherwise on the Drawings, all existing pool coatings shall be completely removed by sand blasting or other specific and appropriate method.
- B. Abrasive Blast all pool surfaces, including top of painted gutter, in accordance with SSPC SP-13 Surface Preparation of Concrete. Abrasive blast to entirely remove existing coating and to scarify bare concrete to an ICRI CSP 3 surface profile. Remove all blast material and waste products. Vacuum all surfaces to remove all dust. Do not allow debris in main drains. Wash all pool surfaces. Clean up of abrasive blast material shall occur on a daily basis. Test for moisture, as described below, before starting the painting process.
- C. Contractor shall abide by all federal, state, local, and applicable governing bodies regulations.
- D. Rout out all cracks to a depth of ¼" and profile per coating manufacturer. Fill all routed cracks with Tnemec Series 215 Surfacing Epoxy to create a smooth surface that is flush with surface around the cracks; feather repaired crack surface to blend with adjacent surfaces.
- E. Identify deteriorated coating areas (corners, structure joints, etc.) and grind, abrasive blast or use other acceptable and appropriate method to remove coating to expose concrete; repair using Tnemec Series 215 Surfacing Epoxy to create a smooth surface that is flush with adjacent surfaces; feather repaired surface to blend with adjacent surfaces.
- F. Identify any areas that need to be patched as a result of sand-blasting. Float walls with Tnemec Series 215 Surfacing Epoxy, or equivalent, as required to fill holes or other defects in concrete, if any, that will not be sufficiently covered by new epoxy coating.
- G. Provide additional surface preparation as required by coating manufacturer.
- H. Cleaning shall remove contaminants that could impair coating performance or appearance by high pressure water blast at a minimum of 3,000 psi at the tip utilizing 3 ounces per gallon TSP (trisodium phosphate).
- I. If contaminants remain it may be necessary to heat the water up to 140 degrees F and repeat procedure.
- J. Rinse with clean water to provide a clean, contaminant free surface.
- K. Test concrete for moisture in accordance with ASTM D 4263 and ASTM F 1869.

3.04 APPLICATION

- A. Apply coatings in accordance with manufacturer's instructions
- B. Mix and thin coatings, including multi-component materials, in accordance with manufacturer's instructions.
- C. Keep containers closed when not in use to avoid contamination.
- D. Do not use mixed coatings beyond pot life limits.
- E. Use application equipment, tools, pressure settings, and techniques in accordance with manufacturer's instructions.
- F. Uniformly apply coatings at spreading rate required to achieve specified DFT.
- G. Apply coatings to be free of film characteristics or defects that would adversely affect performance or appearance of coating systems.
- H. Stripe paint with brush at critical locations on steel such as welds, corners, and edges using specified primer.

3.05 REPAIR

- A. **Materials and Surfaces Not Scheduled To Be Coated:** Repair or replace damaged materials and surfaces not scheduled to be coated.
- B. **Damaged Coatings:** Touch-up or repair damaged coatings. Touch-up of minor damage shall be acceptable where result is not visibly different from adjacent surfaces. Recoat entire surface where touch-up result is visibly different, either in sheen, texture, or color.
- C. **Coating Defects:** Repair in accordance with manufacturer's instructions coatings that exhibit film characteristics or defects that would adversely affect performance or appearance of coating systems.

3.06 FIELD QUALITY CONTROL

- A. **Manufacturer's Field Services:** Manufacturer's representative shall provide technical assistance and guidance for surface preparation and application of coating systems.

3.07 CLEANING

- A. Remove temporary coverings and protection of surrounding areas and surfaces.
- B. Clean up of abrasive blast material shall occur on a daily basis.

3.08 PROTECTION OF COATING SYSTEMS

- A. Protect surfaces of coating systems from damage during construction.

END OF SECTION

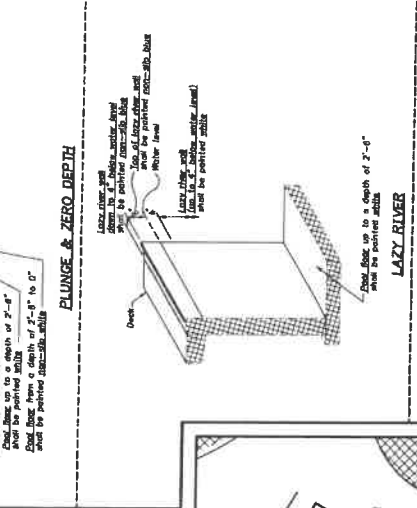
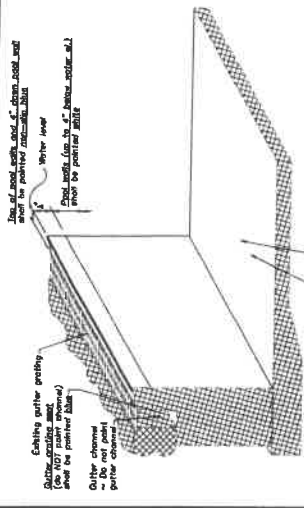
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- PAINTING NOTES**
1. Coat the pool deck with a depth of 2"-4" of paint.
 2. Coat the pool deck with a depth of 2"-4" of paint.
 3. Coat the pool deck with a depth of 2"-4" of paint.
 4. Coat the pool deck with a depth of 2"-4" of paint.
 5. Coat the pool deck with a depth of 2"-4" of paint.
 6. Coat the pool deck with a depth of 2"-4" of paint.
 7. Coat the pool deck with a depth of 2"-4" of paint.
 8. Coat the pool deck with a depth of 2"-4" of paint.
 9. Coat the pool deck with a depth of 2"-4" of paint.

Contractor shall provide minimum (3) coats of each color.

All colors indicated are representative and may be substituted by Owner.

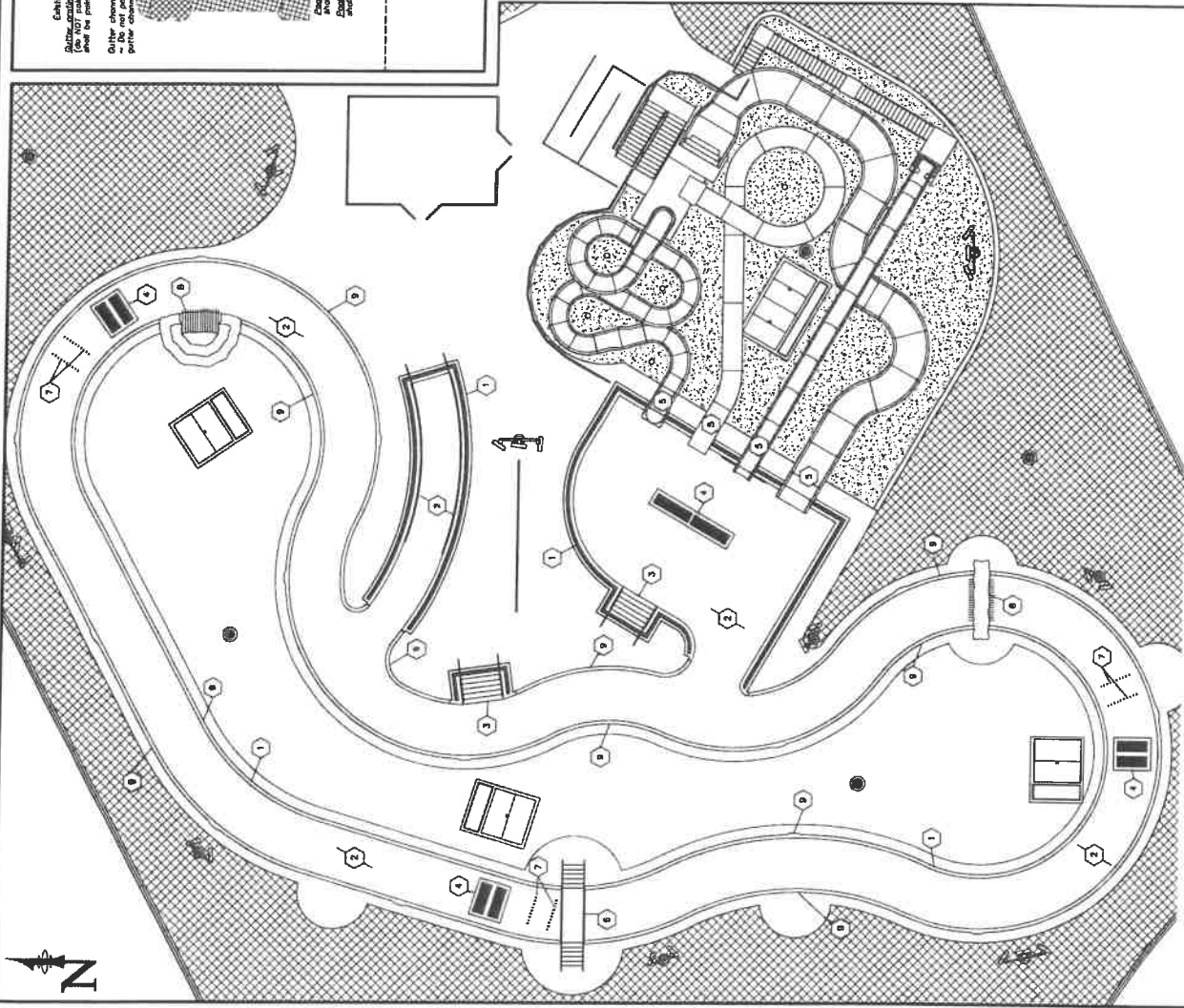
Surface preparation shall include cleaning, sanding, and priming to bare concrete. Reference to be made to the manufacturer's instructions for additional surface preparation requirements.



B POOL PAINTING DETAIL

- GENERAL NOTES**
1. Contractor shall remove and discard off-site all demolition materials and construction waste.
 2. Protect all adjacent finishes not to be affected by construction.
 3. Clean up of debris must occur on a daily basis.
 4. Provide inhibitor plugs or shields in main drain and gutter piping in pool basin to prevent debris from entering piping.
 5. Contractor shall ensure protection of conditions before additional work can proceed.
 6. Contractor shall ensure site conditions and safety engineer of any discrepancies.
 7. Contractor shall adhere to all applicable state, local, and national governing bodies regulations.
 8. The engineer construction documents are considered upon request in official format from Waters Edge Aquatic Design.

- A POOL PLAN KEY NOTES**
1. Existing pool basin and features.
 2. Existing pool deck. Reference Detail B.
 3. Existing pool deck. Reference Detail B.
 4. Existing pool deck. Reference Detail B.
 5. Project existing pool deck.
 6. Project existing pool deck.
 7. Project existing pool deck.
 8. Project existing pool deck.
 9. Project existing pool deck.



A POOL PLAN

BID SHEET

**VALLEY VIEW AQUATIC CENTER –
LAZY RIVER REPAINTING PROJECT**

**WEST DES MOINES, IOWA
2018**

1. Construct Valley View Aquatic Center – Lazy River Repainting Project for the following Unit and Lump Sum Prices.

The Bidder, in compliance with the Bid Documents for the above referenced Project, having carefully examined the site of the Work, the Drawings and Specifications affecting the work hereby proposes to furnish all labor, materials, supplies and services required to complete the improvements in accordance with the Contract Documents, within the time set forth therein, and at the price stated below.

BASE BID – LUMP SUM PROPOSAL

Repainting of Pool Basin (to include all associated items including surface preparation, coating, and cleanup of project area).

FOR THE LUMP SUM OF Sixty three thousand six hundred
(USE WORDS)
ninety six DOLLARS AND NO CENTS.

(\$ 63,696.00)
(USE FIGURES)

2. Work on said project shall be completed by **Friday, October 26, 2018**. Liquidated damages in the amount of **Two Hundred dollars (\$200.00)** per day will be assessed for each day that the work remains uncompleted after the end of the listed completion date.

PROPOSED UNIT PRICES

Unit Prices below shall be used to determine the equitable adjustment of the Contract Price in connection with changes, deletions or extra work performed under the Contract.

<u>DESCRIPTION</u>	<u>UNIT</u>	<u>UNIT PRICE</u>
1. Full Depth Concrete Patching of Pool Basin *City will determine and identify any necessary areas for patching in the field.	SF	<u>\$ 32</u>

Authorized Signature

RK Morgan

Company

MORGAN PAINTING Co., Inc

Contact Person

Rick Morgan

Title

President

Address

720 Sleezer Rd P.O. Box 515 Cherokee, IA 51012

Phone

712-225-0626

Fax

712 225-0627

Email

rick@morganpainting.net

References

Name

Valley View Aquatic Center

Phone

Email

Description of Work

blast + coat 0 depth - 3', safety
stripes + non skid surfaces

Name

Glenwood Aquatic Center Ron Mattox

Phone

712-520-7275

Email

Description of Work

new pool brush blast + apply 3 coats
of epoxy, racing stripes, wall forged
2016

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

4(h)1

DATE: September 4, 2018

ITEM:

Motion – Approving Change Order #2
Miscellaneous Repairs at Parks Restrooms / Shelters

FINANCIAL IMPACT:

Contract Summary:

Description	Amount	Date Approved	Remarks
Construction Contract	\$144,940.00	March 19, 2018	
Change Order 1	\$13,022.00	June 26, 2018	Various improvements
Change Order 2	\$11,593.00	Pending	Various improvements
Total	\$169,555.00		

Cost for this change order items will be paid from account no. 500.000.000.5250.490 with the ultimate funding intended to come from General Funds.

BACKGROUND:

The project includes miscellaneous repairs to restrooms and shelters at eighteen (18) Park locations throughout the City. Miscellaneous repairs include cosmetic repairs, painting, masonry sealing, siding repairs, flashing work around structure exteriors, door repairs, and replacement of toilet partitions. The project was designed by Benjamin Design Collaborative and Lang Construction Group was awarded the contract on March 19, 2018.

Change Order #2 includes staining in lieu of painting at Pearson Park, a deduct for eliminating staining at Brookview Park and Maple Grove Park, as well as painting and cosmetic repairs at the Railroad Park Band Shell. The project completion date has been extended from October 5, 2018 to October 26, 2018 for all change order work. City Council approval of this change order is necessary as the aggregate change order amount is in excess of 10% of the original contract.

This agenda item was distributed to the Public Services Subcommittee by e-mail only since there was no meeting.

OUTSTANDING ISSUES: None.

RECOMMENDATION:

City Council Adopt:

- Motion Approving Change Order #2 for Miscellaneous Repairs at Parks Restrooms / Shelters.

Lead Staff Member: Brian J. Hemesath, P.E., City Engineer *Brian*

STAFF REVIEWS

Department Director	Brian J. Hemesath, P.E., City Engineer
Appropriations/Finance	Tim Stiles, Finance Director
Legal	Richard Scieszinski, City Attorney
Agenda Acceptance	<i>[Signature]</i>

PUBLICATION(S) (if applicable)

Published In	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee			
Date Reviewed			
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
 Contractor X
 WDMWW
 Other

Contractor: **Lang Construction Group, Inc.**
 1601 West Lakes Parkway, Suite 100
 West Des Moines, IA 50266

Project Title	Miscellaneous Repairs at Parks Restrooms / Shelters	
WDM Project File Number	0510-060-2017	
Purchase Order Number	2018-00000636	
Orig. Contract Amount & Date	\$144,940.00	March 19, 2018
Change Order Number	2	
Date	September 4, 2018	

THE CONTRACT IS CHANGED AS FOLLOWS: Include all work described in Change Requests #19 and #20. The balance of the Cash Allowance will also be adjusted.

Item	Description	Unit	Unit Price	Quantity Adjustment	Value Adjustment
CR #19	Staining Pearson Park, Deleting Brookview and Maple Grove Park Staining	LS	\$2,259.00	1.000	\$2,259.00
CR #20	Railroad Park - Repaint structure and epoxy column bases.	LS	\$9,371.00	1.000	\$9,371.00
	Cash Allowance Remainder	LS	(\$37.00)	1.000	(\$37.00)
TOTAL					\$11,593.00

CHANGE ORDER SUMMARY	
The Original Contract Sum was	\$144,940.00
Net Change by previously authorized Change Orders	\$13,022.00
The Contract Sum prior to This Change Order was	\$157,962.00
The Contract Sum will be increased by this Change Order in the amount of	\$11,593.00
The new Contract Sum including this Change Order will be	\$169,555.00
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)	16.98%
The Contract Time will be changed by	14 Days
The date of Final Completion as of the date of this Change Order therefore is	October 26, 2018

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

Contractor: Lang Construction Group, Inc.	Recommended By: Benjamin Design Collaborative	Checked By: <i>JC</i> City of West Des Moines
Signature: <i>[Signature]</i>	Signature: <i>[Signature]</i>	Signature: <i>[Signature]</i>
Name: Steven Lang	Name: John Lott, AIA, LEED AP	Name: Brian J. Hemesath, P.E.
Title: President	Title: Architect of Record	Title: City Engineer
Date: 8-29-18	Date: 8-27-18	Date: 8-30-18

Owner: City of West Des Moines

<input type="checkbox"/> ≤ \$24,999.99 City Engineer (≤ 10% original contract)	X _____	Date _____
<input type="checkbox"/> \$25,000 to 49,999.99 City Manager	X _____	Date _____
<input type="checkbox"/> \$50,000 City Council approved or ratified at Council		Date _____

Benjamin Design Collaborative, P.C.

401 Clark Avenue, Suite 200

Ames, Iowa 50010

515-232-0888

Fax 515-232-0882



Change Request

No. 19

Miscellaneous Repairs at Parks Restrooms / Shelters
City of West Des Moines
Project Number 0510-060-2017

Contractor: Lang Construction Group, Inc.
1601 West Lakes Parkway, Suite 100
West Des Moines, IA 50266

Date: July 12, 2018

Please submit an itemized quotation for changes in the Contract sum for proposed modifications to the Contract documents described herein and attached to this form. Time extensions, if any, must be stated in your quotation. Such extensions of time shall be calculated in calendar days. Time extensions not addressed in quotation will not be considered once approval for Change Request is given.

Description:

At Brookview Park, delete all work associated with painting the shelter ceiling.

At Maple Grove Park, delete all work associated with painting the shelter ceiling.

At Pearson Park, change the ceiling painting of the shelter to ceiling staining. Refer to Owner's color schedule.

Please provide a price breakdown of each park separately with your quote.

Attachments: None.

By:

John Lott

Date: July 12, 2018

cc: Jason Schlickbernd, Josh Clayworth



**West Des Moines Parks
Misc. Repairs**

Change Request #19

Date: 07-17-18

Prepared by: Grant Mast

Staining Pearson removing paint from Brookeview and Maple Grove

DESCRIPTION	QTY	UOM	LABOR UNIT	LABOR	MTL UNIT	MATERIAL	SUB UNIT	SUB	TOTAL
General Requirements									
Project Manager	1.42	hr	95.00	\$135	0.00	\$0	\$0	\$0	\$135
Superintendent	0.00	HR	65.00	\$0	0.00	\$0	\$0	\$0	\$0
Subcontract Work									
Stain @ Pearson	1.00	ls	0.00	\$0	0.00	\$0	\$6,250.00	\$6,250	\$6,250
Paint Credit Pearson	1.00	ls	0.00	\$0	0.00	\$0	(\$2,110.00)	(\$2,110)	(\$2,110)
Brookview and Maple Credit	1.00	ls	0.00	\$0	0.00	\$0	(\$2,262.00)	(\$2,262)	(\$2,262)
Subtotals				\$135		\$0		\$1,878	\$2,013

Stain Pearson, Credit paint back for Person,
Maple Grove, Brookview

General Liability Insurance:	1.00%	\$20
Performance/Payment Bond:	1.00%	\$20
Overhead & Profit (Contractor's Work):	10.00%	\$18
Overhead & Profit (Subcontractors):	10.00%	\$188
TOTAL:		\$2,259



1ST INTERIORS, Inc.

1100 SE WESTBROOKE DR
WAUKEE, IA 50263

INTERIOR CONSTRUCTION SPECIALISTS • PHONE (515) 987-6122 FAX (515) 987-0988

Lang Construction
Attn: Grant Mast

July 16, 2018

Painting

RE: WDM Parks Change to Stain

This letter serves as a scope of work we are bidding on the above referenced project.

RFP – Pricing is to eliminate the painting of the shelters at Brookview and Maple Grove Parks (DEDUCT \$2262.00).

It also includes the changing of paint to stain at the existing shelter at Pearson Park.

PAINT-L	ADD	\$1,278.00
PAINT-M	ADD	<u>\$600.00</u>
TOTAL ADD:		\$1,878.00

Stain at Pearson Park:	\$6,250.00
Paint at Pearson Park:	<u>-\$2,110.00</u>
	\$4,140.00
Paint at Brookview and Maple:	<u>-\$2,262.00</u>
TOTAL:	\$1,878.00

EXCLUSIONS/CLARIFICATIONS

*same as original

Thank you for the opportunity to be involved. If you have any questions or comments please feel free to call me at 515-987-6122.

Respectfully,
Ruben Billalba III
1st Interiors, Inc.

Benjamin Design Collaborative, P.C.

401 Clark Avenue, Suite 200

Ames, Iowa 50010

515-232-0888

Fax 515-232-0882



CR #19 Response

Miscellaneous Repairs at Parks Restrooms / Shelters
City of West Des Moines
4200 George Mills Parkway, West Des Moines, IA

July 19, 2018

CR #19:

- ▶ At Brookview Park, delete all work associated with painting the shelter ceiling. At Maple Grove Park, delete all work associated with painting the shelter ceiling. At Pearson Park, change the ceiling painting of the shelter to ceiling staining. Refer to Owner's color schedule.

Response:

- ▶ The Contractor has identified the reduction of costs for painting the shelters as requested, and that cost is consistent with earlier quantities. The cost for staining the ceiling of shelter at Pearson Park is higher than expected, and when questioned the Contractor pointed out where the Pearson shelter is much larger in surface area than both of the other park shelters. The cost for materials over a larger area created the need for additional costs.
- ▶ These costs are consistent with previous costs and appropriate. I have reviewed the breakdown included for these costs and found it acceptable. I recommend that these costs be considered for inclusion. We can add the stated amount of \$2,259 to the Contract Price via Change Order.

Benjamin Design Collaborative, P.C.

401 Clark Avenue, Suite 200

Ames, Iowa 50010

515-232-0888

Fax 515-232-0882



Change Request

No. 20

Miscellaneous Repairs at Parks Restrooms / Shelters
City of West Des Moines
Project Number 0510-060-2017

Contractor: Lang Construction Group, Inc.
1601 West Lakes Parkway, Suite 100
West Des Moines, IA 50266

Date: Aug 7, 2018

Please submit an itemized quotation for changes in the Contract sum for proposed modifications to the Contract documents described herein and attached to this form. Time extensions, if any, must be stated in your quotation. Such extensions of time shall be calculated in calendar days. Time extensions not addressed in quotation will not be considered once approval for Change Request is given.

Description:

At Railroad Park:

- ▶ Scrape and paint the shelter columns and ceiling frame.
- ▶ Scrape and restain the shelter ceiling.
- ▶ Scrape and paint the storage area doors at the rear of the shelter.

Attachments: Shelter photos.

By:

John Lott

Date: August 7, 2018

cc: Jason Schlickbernd, Josh Clayworth



**West Des Moines Parks
Misc. Repairs**

Change Request #20

Date: 08-14-18

Prepared by: Grant Mast

Painting Railroad Park

DESCRIPTION	QTY	UOM	LABOR UNIT	LABOR	MTL UNIT	MATERIAL	SUB UNIT	SUB	TOTAL
General Requirements									
Project Manager	8.50	HR	95.00	\$808	0.00	\$0	\$0	\$0	\$808
Superintendent	17.00	HR	65.00	\$1,105	0.00	\$0	\$0	\$0	\$1,105
Epoxy Columns	1.00	LS	0.00	\$0	575.00	\$575	\$0	\$0	\$575
Subcontract Work									
Painting Railroad Park	1.00	LS	0.00	\$0	0.00	\$0	\$5,864.00	\$5,864	\$5,864
Subtotals									
				\$1,913			\$575	\$5,864	\$8,352

Paint Railroad Park, Epoxy columns

General Liability Insurance:	1.00%	\$84
Performance/Payment Bond:	1.00%	\$84
Overhead & Profit (Contractor's Work):	10.00%	\$266
Overhead & Profit (Subcontractors):	10.00%	\$586
TOTAL:		\$9,371



1ST INTERIORS, Inc.

1100 SE WESTBROOKE DR

WAUKEE, IA 50263

INTERIOR CONSTRUCTION SPECIALISTS • PHONE (515) 987-6122 FAX (515) 987-0988

Lang Construction
Attn: Grant Mast

August 13, 2018

Painting

RE: Railroad Park Shelter

This letter serves as a scope of work we are bidding on the above referenced project.

RFP — Pricing is the additional costs to stain the shelters at Railroad Park. In addition, pricing also includes the cleaning, scraping and painting of the steel members of the structure and 4 steel storage doors and frames.

PAINT-L	ADD	\$3,984.00
PAINT-M	ADD	<u>\$1,880.00</u>
TOTAL ADD:		<u>\$5,864.00</u>

EXCLUSIONS/CLARIFICATIONS

*same as original

Thank you for the opportunity to be involved. If you have any questions or comments please feel free to call me at 515-987-6122.

Respectfully,
Ruben Billalba III
1st Interiors, Inc.



CR #20 Response

Miscellaneous Repairs at Parks Restrooms / Shelters
City of West Des Moines
4200 George Mills Parkway, West Des Moines, IA

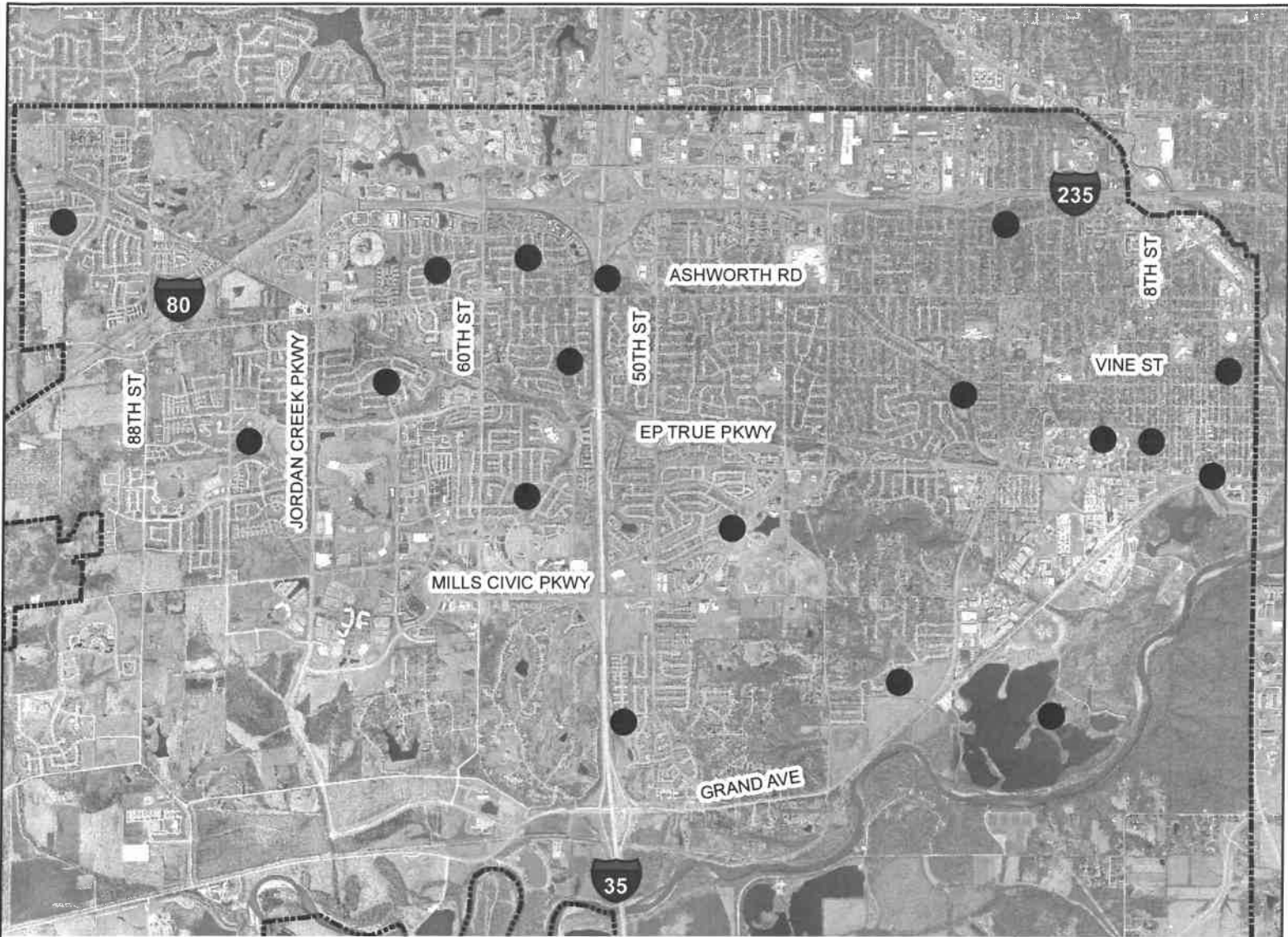
August 15, 2018

CR #20:

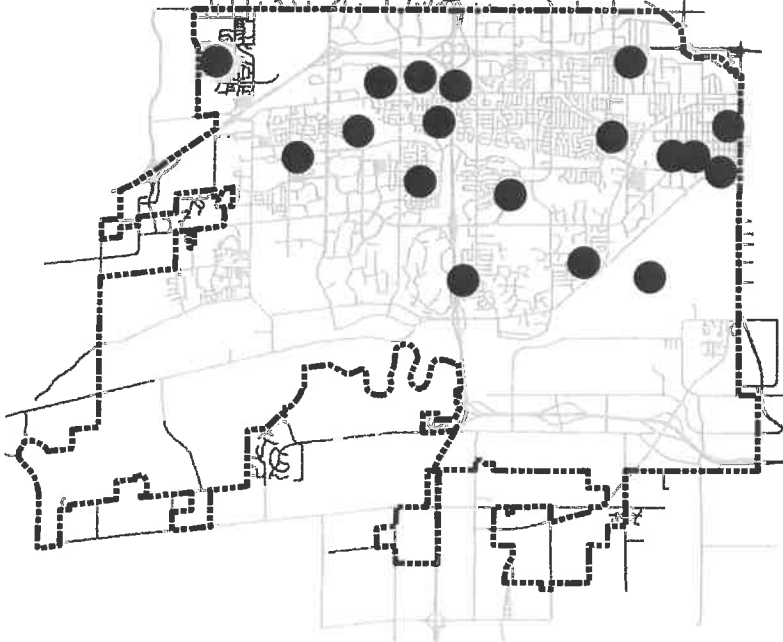
- ▶ At Railroad Park:
 - ▶ Scrape and paint the shelter columns and ceiling frame.
 - ▶ Scrape and restain the shelter ceiling.
 - ▶ Scrape and paint the storage area doors at the rear of the shelter.

Response:

- ▶ The Contractor has identified the costs for painting the shelter columns and frame, along with the storage doors, and the cost for staining the wood ceiling similar to other shelters. They have also identified the cost of the epoxy coating to be placed on the column bases. Each one of the costs listed is consistent with earlier costs per the quantities needed. The costs for painting and staining is similar to the totals for the other shelters. They are anticipating being able to set up and complete the work in a single mobilization.
- ▶ These costs are consistent with previous costs and appropriate. I have reviewed the breakdown included for these costs and found it acceptable. I recommend that these costs be considered for inclusion. We can add the stated amount of \$9,371 to the Contract Price via the final Change Order.



VICINITY MAP



LEGEND

PROJECT LOCATION ●



PROJECT:

Park Restrooms/Shelters Misc Repairs

LOCATION:

Various Locations

DRAWN BY: JDR

DATE: 2/13/2018

PROJECT NUMBER : 0510-060-2017
SUBDIVISION NAME:

SHT. 1 of 1

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

DATE: September 4, 2018

ITEM:

Motion – Approving Change Order #2
SW Grand Prairie Parkway, SW Madison Avenue to Veterans Parkway

FINANCIAL IMPACT:

Contract Summary:

Description	Amount	Date Approved	Remarks
Construction Contract	\$4,648,999.40	May 29, 2018	
Change Order 1	\$4,400.00	August 20, 2018	Corn chopping/hauling
Change Order 2	\$88,790.00	Pending	Additional watermain
Total	\$4,742,189.40		

Cost for these change order items will be paid from account no. 500.000.000.5250.490 with the ultimate funding intended to come from Osmium Urban Renewal Area TIF.

BACKGROUND:

The project includes construction of SW Grand Prairie Parkway from SW Madison Avenue to Veterans Parkway including grading, watermain, and drainage improvements to support an ultimate 6-lane divided urban arterial street and paving of a 2-lane interim section. The project was designed by Foth Infrastructure & Environment and Elder Corporation was awarded the contract on May 29, 2018. At the time of bidding, the design of watermain on the project was subject to a decision of whether watermain would be extended along SW Adams Street or Veterans Parkway.

Change Order #2 adjusts the quantities of existing pay items to account for watermain being installed along Veterans Parkway and includes live tapping of Warren Water District water system to accommodate staging of construction. This change order will decrease costs on the future watermain extension along Veterans Parkway from South Grand Prairie Parkway to SW 60th Street.

This agenda item was distributed to the Public Services Subcommittee by e-mail only since there was no meeting.

OUTSTANDING ISSUES: None.

RECOMMENDATION:

City Council Adopt:

- Motion Approving Change Order #2 for SW Grand Prairie Parkway, SW Madison Avenue to Veterans Parkway.

Lead Staff Member: Brian J. Hemesath, P.E., City Engineer *BOA*

STAFF REVIEWS

Department Director	Brian J. Hemesath, P.E., City Engineer
Appropriations/Finance	Tim Stiles, Finance Director <i>TS</i>
Legal	Richard Scieszinski, City Attorney <i>JBW</i>
Agenda Acceptance	<i>A</i>

PUBLICATION(S) (if applicable)

Published In	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee			
Date Reviewed			
Recommendation	Yes	No	Split



CITY OF WEST DES MOINES

Department of Engineering Services
 4200 Mills Civic Parkway, Ste 2E
 West Des Moines, IA 50265-0320
 (515) 222-3475 Fax (515) 273-0603

CHANGE ORDER 2

Distribution:
 Owner _____
 Engineer _____
 Contractor _____
 Other _____

Contractor: **Elder Corporation**
5088 East University Ave.
Pleasant Hill, Iowa 50327

Project Title	SW Grand Prairie Parkway	
WDM Project File Number	0510-012-2017	
Purchase Order Number	2018-00000840	
Orig. Contract Amount & Date	\$4,648,999.40	May 29, 2018
Change Order Number	2	
Date	August 31, 2018	

THE CONTRACT IS CHANGED AS FOLLOWS: Modifications to staging requires live tapping of WWD water main. This covers changes in fittings. Redesign of WDMWW water main along Veterans Parkway requires additional pipe and fittings to allow for connection of future water main.

Item	Description	Unit	Unit Price	Quantity Adjustment	Value Adjustment
5.4	WATER MAIN, TRENCHED, RESTRAINED JOINT, PVC C900, DR18, 14 IN.	LF	\$70.00	(20.0)	(\$1,400.00)
5.5	WATER MAIN, TRENCHED, RESTRAINED JOINT, PVC C900, DR18, 16 IN.	LF	\$77.00	30.0	\$2,310.00
5.6	WATER MAIN, TRENCHED, PVC C900, DR18, 24 IN.	LF	\$81.00	175.0	\$14,175.00
5.7	WATER MAIN, TRENCHED, RESTRAINED JOINT, PVC C900, DR18, 24 IN.	LF	\$183.00	30.0	\$5,490.00
5.8	WATER MAIN FITTINGS	LB	\$5.00	2,651.0	\$13,255.00
5.12	VALVE, GATE, 16 IN.	EA	\$5,500.00	1.0	\$5,500.00
5.13	VALVE, GATE, 24 IN.	EA	\$17,000.00	1.0	\$17,000.00
5.15	FLUSHING DEVICE (BLOWOFF)	EA	\$2,700.00	2.0	\$5,400.00
CO 2.1	14" TAPPING VALVE ASSEMBLY	EA	\$13,530.00	2.0	\$27,060.00
TOTAL					\$88,790.00

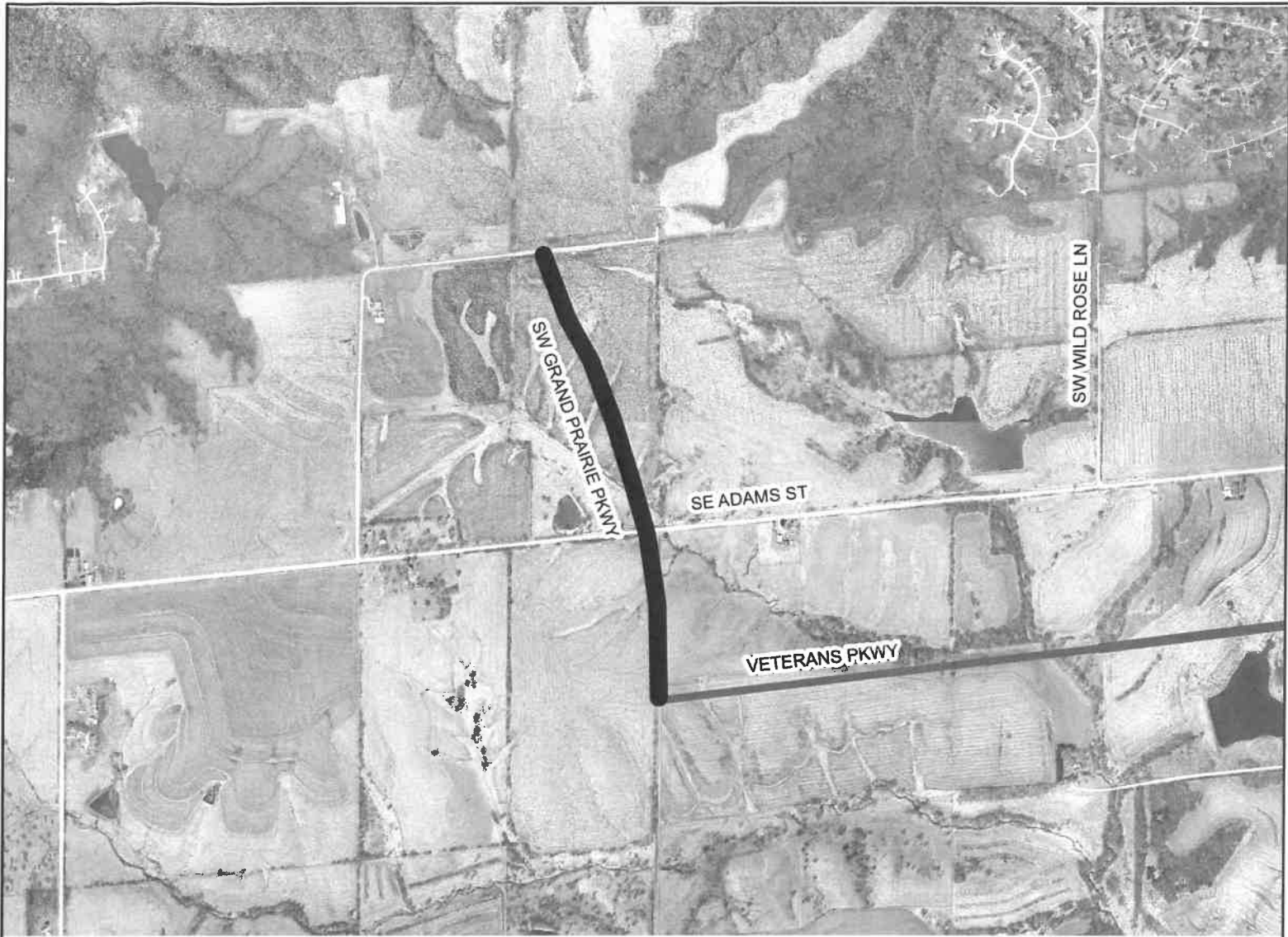
CHANGE ORDER SUMMARY	
The Original Contract Sum was	\$4,648,999.40
Net Change by previously authorized Change Orders	\$4,400.00
The Contract Sum prior to This Change Order was	\$4,653,399.40
The Contract Sum will be increased by this Change Order in the amount of	\$88,790.00
The new Contract Sum including this Change Order will be	\$4,742,189.40
Aggregate Change Order as a percent of Original Contract (if greater than 10% of the original contract, Council Subcommittee recommendation and all signatures through the full Council are required)	2.00%
The Contract Time will be changed 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

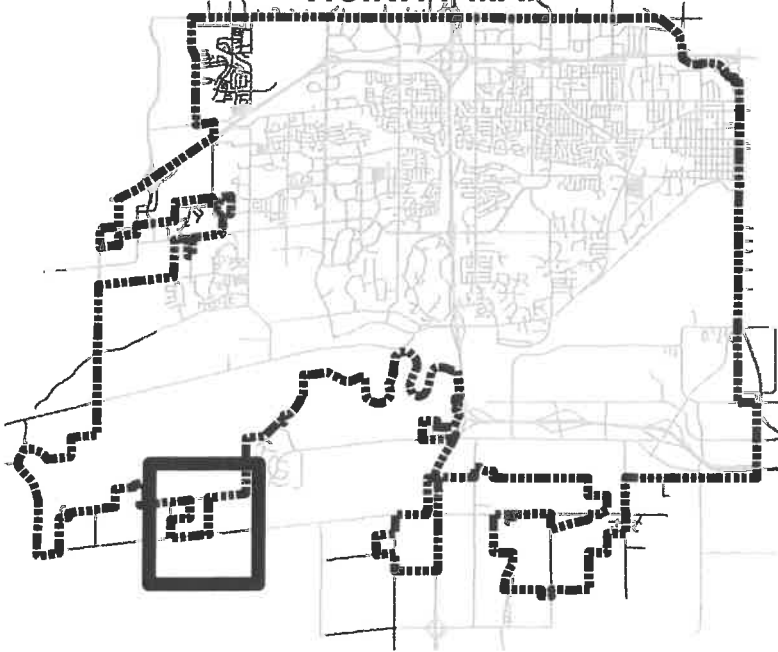
Contractor:	Recommended By:	Checked By:
Elder Corp.	Foth	City of West Des Moines
Signature: <i>Josh Redhead</i>	Signature: <i>Bradley Hopkey</i>	Signature: <i>Brian J. Hemesath</i>
Name: Josh Redhead	Name: Bradley Hopkey, P.E.	Name: Brian J. Hemesath, P.E.
Title: Project Manager	Title: Project Engineer	Title: City Engineer
Date: 8/28/2018	Date: 8/29/18	Date: 8-29-18

Owner: City of West Des Moines

<input type="checkbox"/> ≤	\$24,999.99 City Engineer (≤ 10% original contract)	x _____	Date _____
<input type="checkbox"/> ≧	\$25,000 to \$50,000 City Council approved or ratified at Council		Date _____



VICINITY MAP



LEGEND

PROJECT LOCATION 



PROJECT:

SW Grand Prairie Parkway

LOCATION:

Veterans Parkway to Madison Avenue

DRAWN BY: JDR

DATE: 9/13/16

PROJECT: 0510-012-2017

SHT. 1 of 1

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

DATE: September 4, 2018

ITEM:

Motion – Approving Change Order #2
Walnut Creek Outfall – Project 1

FINANCIAL IMPACT:

Contract Summary:

Description	Amount	Date Approved	Remarks
Construction Contract	\$8,276,136.03	February 23, 2018	
Change Order 1	-\$480,123.00	April 20, 2018	Deletion of Alternate #1
Change Order 2	\$52,972.50	Pending	Retaining wall
Total	\$7,848,985.53		

Cost for this change order item will be paid from account no. 660.000.000.5250.490 with the ultimate funding intended to come from Stormwater Utility Fees.

BACKGROUND:

Project 1 of the Walnut Creek Outfall includes a stormwater pump station (excluding pumps, generator, and appurtenances) on the east side of Highway 28 just south of Grand Avenue within the City of Des Moines corporate limits and a reinforced concrete box (RCB) culvert extended west under Highway 28 along the south and west sides of Mandelbaum Properties' First Street Redevelopment site and terminating short of Grand Avenue. Repaving portions of Mandelbaum's parking lot was included with the project with any necessary retaining wall along the Delavan site being constructed by Mandelbaum. The City's contractor shared concerns over constructability of the retaining wall separate from the paving and felt strongly that the paving and retaining wall needed to be constructed at the same time so that the paving was not compromised long-term.

Change Order #2 includes the construction of a retaining wall on the Mandelbaum property necessary to properly reconstruct the parking lots. The retaining wall will be designed to accommodate the future construction of a fence by Mandelbaum near the top of the retaining wall.

This agenda item was distributed to the Public Services Subcommittee by e-mail only since there was no meeting.

OUTSTANDING ISSUES: None.

RECOMMENDATION:

City Council Adopt:

- Motion Approving Change Order #2 for Walnut Creek Outfall – Project 1.

Lead Staff Member: Brian J. Hemesath, P.E., City Engineer *BWH*

STAFF REVIEWS

Department Director	Brian J. Hemesath, P.E., City Engineer
Appropriations/Finance	Tim Stiles, Finance Director <i>TS</i>
Legal	Richard Scieszinski, City Attorney <i>RJS</i>
Agenda Acceptance	<i>M</i>

PUBLICATION(S) (if applicable)

Published In	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee			
Date Reviewed			
Recommendation	Yes	No	Split



CITY OF WEST DES MOINES

Department of Engineering Services
 4200 Mills Civic Parkway, Ste 2E
 West Des Moines, IA 50265-0320
 (515) 222-3475 Fax (515) 273-0603

West Des Moines

CHANGE ORDER

Distribution:

Owner X
 Engineer X
 Contractor X
 Other

Contractor: **Synergy Contracting LLC**
PO Box 388
Bondurant, IA 50035

Project Title	Walnut Creek Outfall - Project 1	
WDM Project File Number	0510-009-2013	
Purchase Order Number	2018-00000600	
Orig. Contract Amount & Date	\$8,276,136.03	February 23, 2018
Change Order Number	2	
Date	August 21, 2018	

THE CONTRACT IS CHANGED AS FOLLOWS:

PS#3 C2.1 - Add item in association with developer agreement for retaining walls along UTAS and M. E. Pepper properties.

PS#3 C2.2 - Add item in association with developer agreement to set post sleeves behind retaining wall along M.E. Pepper property for fence to be constructed by the developer.

Item	Description	Unit	Unit Price	Quantity Adjustment	Value Adjustment
PS#3 C2.1	Modular Block Retaining Wall	SF	\$52.50	997.000	\$52,342.50
PS#3 C2.2	Post Sleeves	EA	\$70.00	9.000	\$630.00
TOTAL					\$52,972.50

CHANGE ORDER SUMMARY

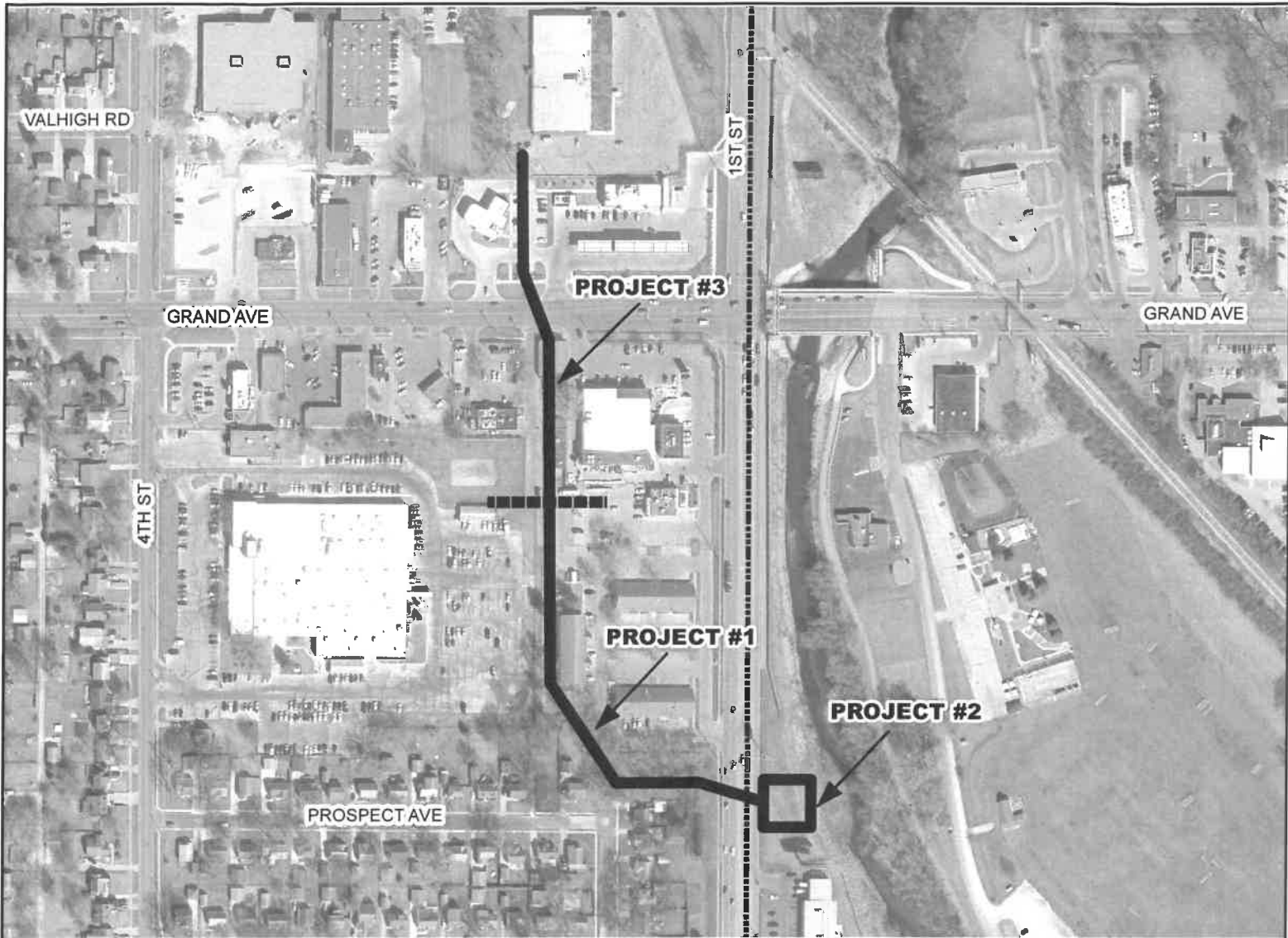
The Original Contract Sum was	\$8,276,136.03
Net Change by previously authorized Change Orders	(\$480,123.00)
The Contract Sum prior to This Change Order was	\$7,796,013.03
The Contract Sum will be increased by this Change Order in the amount of	\$52,972.50
The new Contract Sum including this Change Order will be	\$7,848,985.53
Aggregate Change Order as a percent of Original Contract (if greater than 10% of the original contract, Council Subcommittee recommendation and all signatures through the full Council are required)	-5.16%
The Contract Time will be changed by	0 Days
The date of Final Completion as of the date of this Change Order therefore is	May 3, 2019

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

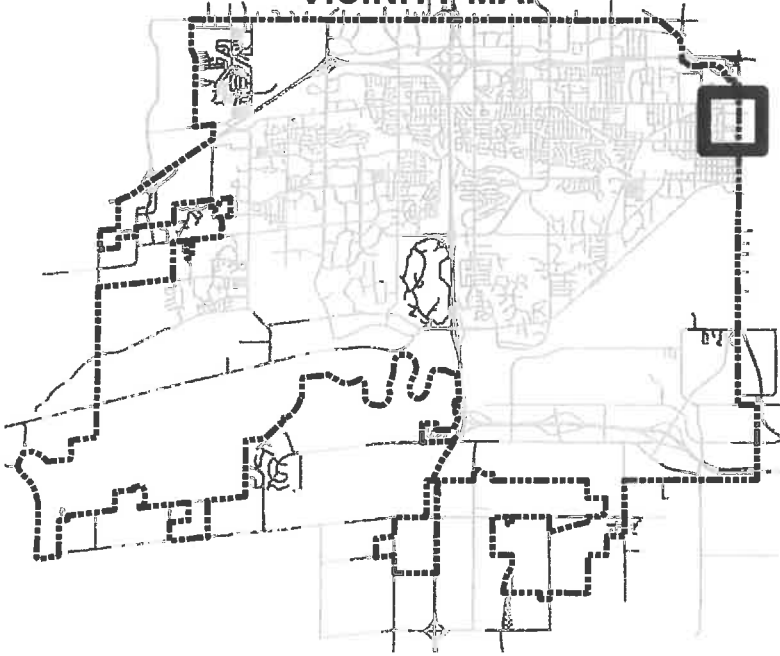
Contractor: Synergy Contracting LLC	Recommended By: Foth Infrastructure and Environment, LLC	Checked By: <i>JMS</i> City of West Des Moines
Signature: <i>Jesse Rognes</i>	Signature: <i>J. Scott Ingersoll</i>	Signature: <i>Brian J. Hemesath</i>
Name: Jesse Rognes	Name: J. Scott Ingersoll, P.E.	Name: Brian J. Hemesath, P.E.
Title: President	Title: Project Manager	Title: City Engineer
Date: 8-30-18	Date: 8-30-18	Date: 8-30-18

Owner: City of West Des Moines

<input type="checkbox"/> ≤	\$24,999.99 City Engineer (≤ 10% original contract)	x _____	Date _____
<input type="checkbox"/> ≧	\$25,000 to \$50,000 City Council approved or ratified at Council		Date _____



VICINITY MAP



LEGEND

PROJECT LOCATION



PROJECT:	Walnut Creek Outfall Storm Sewer		
LOCATION:	'Exhibit A'		
DRAWN BY: RLC	DATE: 07/02/2018	PROJECT NUMBER : 0510-009-2013 SUBDIVISION NAME:	SHT. 1 of 1

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

DATE: September 4, 2018

ITEM:

Resolution - Ordering Construction
West Public Services Facility - Site Development (Phase 1)

FINANCIAL IMPACT:

The Engineering Estimate of Construction Cost for the West Public Services Facility - Site Development (Phase 1) is \$1,266,340.00. Payments will be made from account no. 500.000.000.5250.490 with the ultimate funding intended to come from Road Use Tax and/or General Obligation Bonds.

BACKGROUND:

A Bid Letting should be scheduled for 2:00 p.m. on Wednesday, September 26, 2018 and a Public Hearing on the project should be scheduled for 5:35 p.m. on Monday, October 1, 2018. The contract would be awarded on Monday, October 1, 2018, contingent upon City Council approval of the West Public Services Facility Site Plan at the same City Council meeting, and work will begin shortly thereafter.

The Site Development (Phase 1) will consist of rough grading, storm sewer, sanitary sewer, and watermain to accommodate the future construction of the West Public Services Facility. The project is anticipated to be completed by December 15, 2018. Building and Site Improvements (Phase 2) are scheduled to be bid early 2019 with construction extending into 2020.

This agenda item was distributed to the Public Services Subcommittee by e-mail only since there was no meeting.

OUTSTANDING ISSUES: None.

RECOMMENDATION:

City Council Adopt:

- Resolution Ordering Construction of the West Public Services Facility - Site Development (Phase 1).
- Fixing 2:00 p.m. on Wednesday, September 26, 2018 as the time and date for project Bid Letting.
- Ordering the City Clerk to publish notice of Letting and Public Hearing.

Lead Staff Member: Brian J. Hemesath, P.E., City Engineer *POA*

STAFF REVIEWS

Department Director	Brian J. Hemesath, P.E., City Engineer
Appropriations/Finance	Tim Stiles, Finance Director
Legal	Richard Scieszinski, City Attorney
Agenda Acceptance	<i>[Signature]</i>

PUBLICATION(S) (if applicable)

Published In	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee			
Date Reviewed			
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:

**West Public Services Facility - Site Development (Phase 1)
Project No. 0510-027-2017**

is hereby ordered to be constructed according to the Plans and Specifications prepared by FEH Design of Des Moines, Iowa and now on file in the office of the 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 the 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, October 1, 2018 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 thirteen (13) 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, September 26, 2018.

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, September 26, 2018 and the results of said bids shall be considered at a meeting of this Council on Monday, October 1, 2018 at 5:35 p.m. and acted upon at said time, or such time as may then be fixed.

PASSED AND APPROVED on this 4th day of **September, 2018.**

Steven K. Gaer, Mayor

ATTEST:

Ryan T. Jacobson, City Clerk

OPINION OF PROBABLE PROJECT COSTS



West Public Services Facility
 Phase 1 Site Improvements
 West Des Moines, Iowa
 WDM Project No. 0510-027-2017
 Prepared: August 29, 2018

ITEM #	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENDED PRICE
1	DEMOLITION				
1.01	Storm Sewer Removal	2	EA	\$ 1,000.00	\$ 2,000.00
2	EARTHWORK				
2.01	Mobilization	1	LS	\$ 70,000.00	\$ 70,000.00
2.02	Topsoil, Strip, Stockpile, 6-inch	23,500	CY	\$ 4.00	\$ 94,000.00
2.03	Select Import	18,500	CY	\$ 15.00	\$ 277,500.00
2.04	Excavation, Class 10 Roadway and Borrow	9,000	CY	\$ 3.50	\$ 31,500.00
2.05	Topsoil Respread, 6-inch	29,500	CY	\$ 4.00	\$ 118,000.00
4	STORM SEWER				
4.01	12-inch RCP	362	LF	\$ 50.00	\$ 18,100.00
4.02	15-inch RCP	479	LF	\$ 50.00	\$ 23,950.00
4.03	18-inch RCP	248	LF	\$ 55.00	\$ 13,640.00
4.04	24-inch RCP	800	LF	\$ 75.00	\$ 60,000.00
4.05	30-inch RCP	538	LF	\$ 100.00	\$ 53,800.00
4.06	36-inch RCP	474	LF	\$ 120.00	\$ 56,880.00
4.07	SW-511, Rectangular Area Intake	4	EA	\$ 3,000.00	\$ 12,000.00
4.08	SW-502 Intake with Type 6 Grate	6	EA	\$ 4,000.00	\$ 24,000.00
4.09	SW-401, Circular Manhole	5	EA	\$ 4,000.00	\$ 20,000.00
4.10	12-inch FES with Footing	4	EA	\$ 1,250.00	\$ 5,000.00
4.11	15-inch FES with Footing	1	EA	\$ 1,500.00	\$ 1,500.00
4.12	24-inch FES with Footing	2	EA	\$ 2,000.00	\$ 4,000.00
4.13	30-inch FES with Footing	1	EA	\$ 2,500.00	\$ 2,500.00
4.14	36-inch FES with Footing	1	EA	\$ 3,000.00	\$ 3,000.00
4.15	12-inch Nyloplast Structure	3	EA	\$ 1,200.00	\$ 3,600.00
4.16	15-inch Nyloplast Structure	1	EA	\$ 1,500.00	\$ 1,500.00
5	WATER MAIN AND APPURTENANCES				
5.01	8-inch DIP, Water Main	831	LF	\$ 55.00	\$ 45,705.00
5.02	8-inch PVC, Water Main	1,983	LF	\$ 30.00	\$ 59,490.00
5.03	6-inch PVC, Water Service	187	LF	\$ 25.00	\$ 4,675.00
5.04	4-inch PVC, Water Service	1	EA	\$ 7,500.00	\$ 7,500.00
5.05	2-inch PVC, Water Service	2	EA	\$ 6,000.00	\$ 12,000.00
5.06	8-inch Gate Valve	5	EA	\$ 1,250.00	\$ 6,250.00
5.07	6-inch Gate Valve	1	EA	\$ 1,200.00	\$ 1,200.00
5.08	4-inch Gate Valve	1	EA	\$ 1,100.00	\$ 1,100.00
5.09	2-inch Gate Valve	2	EA	\$ 1,000.00	\$ 2,000.00
5.10	8"x8" Tee Section	7	EA	\$ 500.00	\$ 3,500.00
5.11	Fire Hydrant Assembly	7	EA	\$ 5,500.00	\$ 38,500.00
5.12	Connect to Existing	1	EA	\$ 5,000.00	\$ 5,000.00
6	SANITARY SEWER				
6.01	6-inch PVC, Sanitary Sewer	935	LF	\$ 45.00	\$ 42,075.00
6.02	8-inch PVC, Sanitary Sewer	425	LF	\$ 55.00	\$ 23,375.00
6.03	Sanitary Clean-Out Structure	2	EA	\$ 1,200.00	\$ 2,400.00
6.04	Standard SW-301 Manhole, 48-inch	4	EA	\$ 5,000.00	\$ 20,000.00
6.05	Connect to Existing Sanitary Sewer Manhole	1	EA	\$ 5,000.00	\$ 5,000.00
8	TRAFFIC CONTROL				
8.01	Traffic Control	1	LS	\$ 4,000.00	\$ 4,000.00

OPINION OF PROBABLE PROJECT COSTS



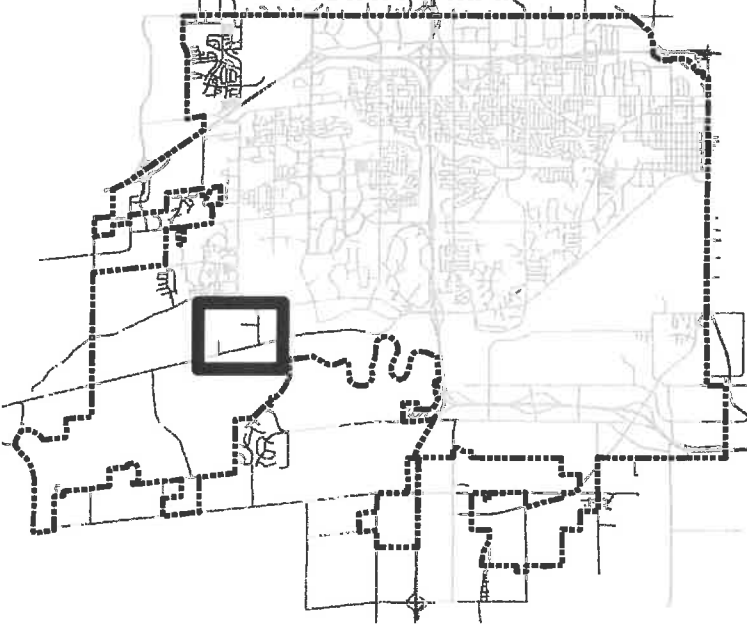
West Public Services Facility
 Phase 1 Site Improvements
 West Des Moines, Iowa
 WDM Project No. 0510-027-2017
 Prepared: August 29, 2018

ITEM #	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENDED PRICE
9	LANDSCAPING/SITE AMENITIES				
9.01	Type 5 (Rural Temporary Erosion Control Mixture)	30	AC	\$ 1,500.00	\$ 45,000.00
9.02	Silt Fence	3,120	LF	\$ 4.00	\$ 12,480.00
9.03	Silt Fence Removal	3,120	LF	\$ 1.00	\$ 3,120.00
9.04	SWPPP Management	1	LS	\$ 2,000.00	\$ 2,000.00
9.05	Erosion and Sediment Control Inspection	1	LS	\$ 2,500.00	\$ 2,500.00
9.06	Stabilized Construction Entrance	1	LS	\$ 2,500.00	\$ 2,500.00
9.07	Turf Reinforcement Mats	1	LS	\$ 7,500.00	\$ 7,500.00
9.08	Flow Transition Mats	1	LS	\$ 1,000.00	\$ 1,000.00
11	CONSTRUCTION SURVEY				
11.10	Construction Survey	1	LS	\$ 10,000.00	\$ 10,000.00
TOTAL PROJECT COST:					\$ 1,266,340.00

	I hereby certify that this Engineering Document was prepared by me or under my direct personal supervision and that I am a duly Licensed Professional Engineer under the Laws of the State of Iowa.
	<div style="display: flex; justify-content: space-between;"> <div style="text-align: center;"> Erik J. Nikkel, P.E. License Number 18678 My License Renewal Date is December 31, 2019 </div> <div style="text-align: right;"> 08/29/2018 Date </div> </div> <p>Pages or sheets covered by this seal:</p> <hr/> <hr/> <hr/>



VICINITY MAP



LEGEND

PROJECT LOCATION



PROJECT:	West Public Services Facility		
LOCATION:	South 88th Street & Grand Avenue		
DRAWN BY: JDR	DATE: 8/8/2018	PROJECT NUMBER/NAME: 0510-027-2017	SHT. 1 of 1

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

DATE: September 4, 2018

ITEM: Resolution - Order Construction and Notice of Public Hearing on Plans, Specifications, Form of Contract, Estimate of Cost, and Direct Advertisement of Bids – Raccoon River Park Softball Complex, Drainage and Dugout Repairs

FINANCIAL IMPACT: None at this time. The preliminary estimated cost of the project is \$92,915.90. Project expenses will be paid with budgeted funds in the Raccoon River Park C.I.P. account (0525 004.0510 031 2018). There is a total of \$150,000 available in FY 18-19 for these improvements.

BACKGROUND: A Bid Letting should be scheduled for 2:00 p.m. on Wednesday, September 26, 2018, and a Public Hearing on the project scheduled for 5:35 p.m. on Monday, October 1, 2018. The contract would be awarded on Monday, October 1, 2018, and work would begin shortly thereafter. This project is scheduled to be completed by late fall 2018.

This Resolution is for repair of portions of existing concrete footings in dugouts, and drainage improvements between fields at the softball complex. In addition, project to include additional material on the warning tracks and other minor concrete repairs. These project types were combined due to similar types of construction. Electrical improvements to the wiring on field lighting are also included within this budget. But as this is a completely different type of work, these improvements will be handled under a separate contract.

OUTSTANDING ISSUES: None.

RECOMMENDATION: That the Council approve the Resolution.

Lead Staff Member: David Sadler, Superintendent of Parks 

STAFF REVIEWS

Department Director	Sally Ortgies, Director of Parks and Recreation 
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	N/A		
Date Reviewed			
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:

Raccoon River Park Softball Complex, Drainage & Dugout Repairs

is hereby ordered constructed according to the Plans and Specifications prepared by Staff 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, October 1, 2018** 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 thirteen (13) 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 o'clock p.m. on **Wednesday, September 26, 2018.**

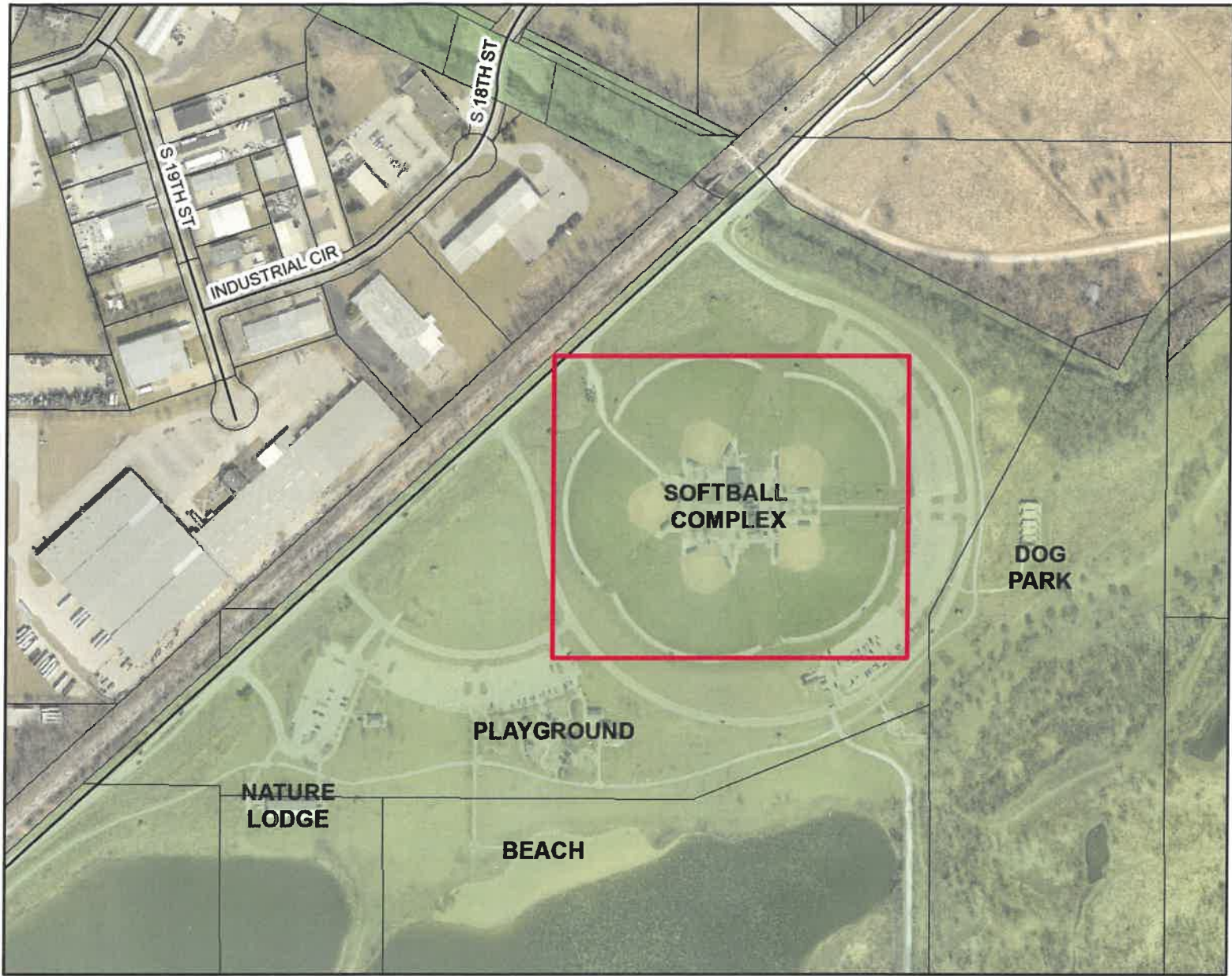
BE IT FURTHER RESOLVED, that bids received for construction of said improvements will be opened, publicly read and tabulated by the City Clerk, Deputy City Clerk, or City Clerk designee at 2:00 o'clock p.m. on **Wednesday, September 26, 2018** and the results of said bids shall be considered at a meeting of this Council on **Monday, October 1, 2018** at 5:35 p.m. and acted upon at said time, or such time as may then be fixed.

PASSED AND APPROVED this 4th day of **September, 2018.**

Steven K. Gaer, Mayor

ATTEST:

Ryan T. Jacobson, City Clerk



VICINITY MAP



LEGEND

Project Area

	PROJECT: RACCOON RIVER PARK - DRAINAGE & DUGOUT REPAIRS			
	LOCATION: RACCOON RIVER PARK - 2500 GRAND AVENUE			
	DRAWN BY: MAA	DATE: 8/30/2018	PROJECT NO.:	SHT. 1 of 1

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

DATE: September 4, 2018

ITEM:

Resolution - Accepting Work
South 100th Street Culvert on Sugar Creek Tributary

FINANCIAL IMPACT:

The total construction cost for the South 100th Street Culvert on Sugar Creek Tributary was \$254,610.94 which was paid from account no. 660.000.000.5250.490 with ultimate funding intended to come from General Obligation Bonds and Developer Contributions. This culvert is partially funded in part by King’s Landing, LLC per the Agreement approved by the City Council on January 23, 2017. The original cost of the project was \$260,614.00. There were two (2) Change Orders on the project that totaled (\$6,003.06).

BACKGROUND:

Gus Construction Company was working under an agreement dated June 26, 2017 for construction services for the South 100th Street Culvert on Sugar Creek Tributary. Work on this project included construction of a culvert under South 100th Street on a tributary of Sugar Creek within King’s Landing Plat 2 development.

This action accepts the public improvements and authorizes staff to pay the retainage no sooner than 30 days.

This agenda item was distributed to the Public Services Subcommittee by e-mail only since there was no meeting.

OUTSTANDING ISSUES: None.

RECOMMENDATION:

City Council Adopt:

- Resolution Accepting Work for South 100th Street Culvert on Sugar Creek Tributary.

Lead Staff Member: Brian J. Hemesath, P.E., City Engineer *PJD*

STAFF REVIEWS

Department Director	Brian J. Hemesath, P.E., City Engineer
Appropriations/Finance	Tim Stiles, Finance Director <i>TS</i>
Legal	Richard Scieszinski, City Attorney <i>RJS</i>
Agenda Acceptance	<i>W</i>

PUBLICATION(S) (if applicable)

Published In	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee			
Date Reviewed			
Recommendation	Yes	No	Split

RESOLUTION ACCEPTING WORK

WHEREAS, on June 26, 2017 the City Council entered into a contract with Gus Construction Company of Casey, Iowa for the following described public improvement:

**South 100th Street Culvert on Sugar Creek Tributary
Project No. 0510-036-2017**

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 September 4, 2018; and,

WHEREAS, the City has retained 5% of the construction costs;

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 \$254,610.94 as shown in said report, and that the Finance Director is hereby authorized to make payment to the Contractor in the amount of \$12,730.55, which includes retainage for the project, no sooner than 30 days subject to the Contractor satisfying all the conditions of the contract.

PASSED AND APPROVED on this **4th** day of **September, 2018**.

Steven K. Gaer, Mayor

ATTEST:

Ryan T. Jacobson
City Clerk



Department of Engineering Services
 4200 Mills Civic Pkwy, Ste 2E, PO Box 65320
 West Des Moines, IA 50265-0320
 (515) 222-3475 Fax (515) 273-0603

RETAINAGE

Contractor: **Gus Construction Co., Inc.**
606 McPherson
P.O. Box 77
Casey, IA 50048

Project Title	S. 100th Street Culvert on Sugar Creek Tributary	
WDM Project File Number	0510-036-2017	
Purchase Order Number	2017-00000736	
Orig. Contract Amount & Date	\$260,614.00	06/22/17
Estimated Completion Date	10/20/17	
Pay Period	6/4/2018 to 10/1/2018	
Pay Request Number	Retainage	
Date	10/01/18	

BID ITEMS							
Item Code	Description	Unit	Est. Qty	Unit Price	Extended Price	Quantity Completed	Value Completed
1	TOPSOIL, ON-SITE	CY	498	\$8.00	\$3,984.00	498.00	\$3,984.00
2	EXCAVATION, CLASS 10	CY	2,356	\$15.00	\$35,340.00	2,356.00	\$35,340.00
3	STRUCTURAL CONCRETE (RCB CULVERT)	CY	214.1	\$460.00	\$98,486.00	214.10	\$98,486.00
4	REINFORCING STEEL	LB	35,258	\$1.30	\$45,835.40	35,258.00	\$45,835.40
5	FIELD, TILE	LF	200	\$5.00	\$1,000.00		\$0.00
6	TRAFFIC CONTROL	LS	1	\$2,650.00	\$2,650.00	1.00	\$2,650.00
7	CONVENTIONAL SEEDING, SEEDING AND FERTILIZING, TYPE 2	AC	0.5	\$1,000.00	\$500.00	0.16	\$160.00
8	CONVENTIONAL SEEDING, SEEDING AND FERTILIZING, TYPE 5	AC	3.8	\$320.00	\$1,216.00		\$0.00
9	SWPPP PREPARATION	LS	1	\$1,500.00	\$1,500.00	1.00	\$1,500.00
10	SWPPP MANAGEMENT	LS	1	\$1,000.00	\$1,000.00	1.00	\$1,000.00
11	FILTER SOCK, 9 IN.	LF	3,800	\$1.50	\$5,700.00		\$0.00
12	REMOVAL OF FILTER SOCK	LF	3,800	\$0.20	\$760.00		\$0.00
13	TEMPORARY RECP, TYPE 3B	SQ	204	\$19.00	\$3,876.00	72.00	\$1,368.00
14	SILT FENCE OR SILT FENCE FOR DITCH CHECK	LF	5,900	\$1.50	\$8,850.00	1,856.00	\$2,484.00
15	SILT FENCE OR SILT FENCE FOR DITCH CHECK, REMOVAL OF SEDIMENT	LF	2,950	\$0.10	\$295.00		\$0.00
16	SILT FENCE OR SILT FENCE FOR DITCH CHECK, REMOVAL OF DEVICE	LF	5,900	\$0.20	\$1,180.00	238.00	\$47.60
17	EROSION CONTROL MULCHING, CONVENTIONAL	AC	3.8	\$600.00	\$2,280.00		\$0.00
18	EROSION CONTROL MULCHING, HYDROMULCHING	AC	0.5	\$1,500.00	\$750.00		\$0.00
19	RIP-RAP, CLASS D	TN	510	\$58.00	\$29,580.00	442.23	\$25,649.34
20	CHAIN LINK FENCE, 72 IN.	LF	128	\$47.20	\$6,041.60	128.00	\$6,041.60
21	CONSTRUCTION SURVEY	LS	1	\$5,200.00	\$5,200.00	1.00	\$5,200.00
22	TEMPORARY STREAM DIVERSION	LS	1	\$4,590.00	\$4,590.00	1.00	\$4,590.00
CO-1.1	CLEARING AND GRUBBING	LS	1	\$9,500.00	\$9,500.00	1.00	\$9,500.00
CO-1.2	MOBILIZATION	LS	1	\$5,000.00	\$5,000.00	1.00	\$5,000.00
CO-1.3	REMAINING EXCAVATION	CY	770	\$7.50	\$5,775.00	770.00	\$5,775.00
TOTAL					\$280,889.00		\$254,610.94

MATERIALS STORED SUMMARY			
Description	# of Units	Unit Price	Extended Cost
None			\$0.00
			\$0.00
TOTAL			\$0.00

PAY REQUEST SUMMARY

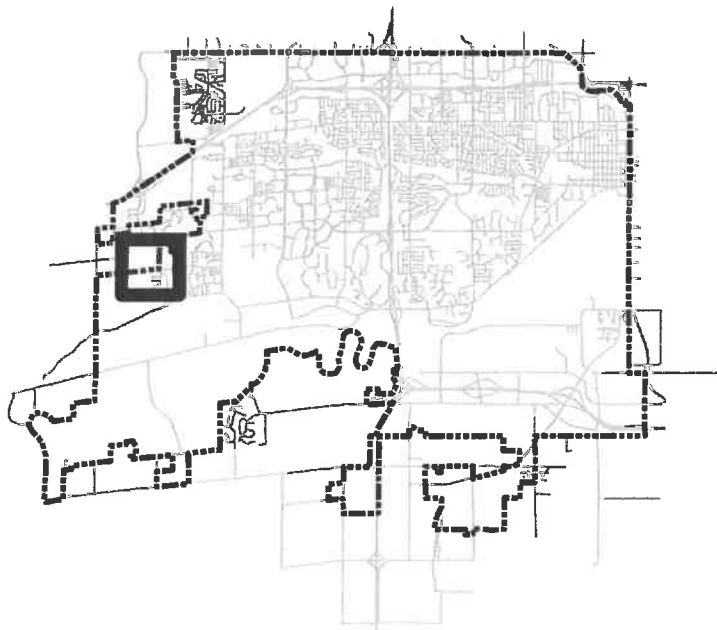
		Total Approved	Total Completed
Contract Price		\$260,614.00	\$254,610.94
Approved Change Order 1		\$20,275.00	
Approved Change Order 2		(\$26,278.06)	
Revised Contract Price		\$254,610.94	\$254,610.94
Materials Stored			\$0.00
Retainage (5%)			\$0.00
Liquidated Damages			
Total Earned Less Retainage			\$254,610.94
Total Previously Approved (list each)	Pay Request 1	\$167,268.78	
	Pay Request 2	\$20,937.62	
	Pay Request 3	\$51,156.49	
	Pay Request 4	\$2,517.50	
	Pay Request 5		
	Pay Request 6		
Total Previously Approved			\$241,880.39
Amount Due This Request			\$12,730.55
Percent Complete			100%
Percent of Contract Period Utilized			100%

The amount **\$12,730.55** is recommended for approval for payment in accordance with the terms of the Contract

Contractor: Gus Construction Co., Inc.	Recommended By: Consultant - Shive-Hattery, Inc.	Checked By: City of West Des Moines
Signature:	Signature:	Signature:
Name:	Name: Nathan Hardisty, P.E.	Name: Brian Hemesath, P.E.
Title:	Title: Project Manager	Title: City Engineer
Date:	Date:	Date:



VICINITY MAP



LEGEND

PROJECT LOCATION 



PROJECT: **South 100th Street Culvert over Sugar Creek Tributary**

LOCATION: **South 100th Street south of Stagecoach Drive**

DRAWN BY: JDR

DATE: 3/8/2017

PROJECT: 0510-036-2017

SHT. 1 of 1

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

DATE: September 4, 2018

ITEM:

Resolution - Accepting Work
Stagecoach Drive Improvements Project
South 88th Street West

FINANCIAL IMPACT:

The total construction cost for the Stagecoach Drive Improvements Project – South 88th Street West was \$856,006.00 which was paid from account no. 500.000.000.5250.490 with ultimate funding intended to come from General Obligation Bonds. The original cost of the project was \$868,227.80. There was one (1) Change Order on the project that totaled (\$-12,221.80).

BACKGROUND:

McAninch Corporation was working under an agreement dated September 19, 2016 for construction services for the Stagecoach Drive Improvements Project – South 88th Street West. Work on this project included constructing a two-lane roadway connecting existing Stagecoach Drive east to South 88th Street. Work included pavement, storm sewer, and water main.

The City’s cost is collateralized by a Development Agreement with Hubbell Realty Company (Hubbell), which was approved by the Council on August 24, 2015. This agreement calls for Hubbell to construct single-family and multi-family units in the existing Woodland Hills Urban Renewal Area and requires the City to fund the construction of this section of Stagecoach Drive.

This action accepts the public improvements and authorizes staff to pay the retainage no sooner than 30 days.

This agenda item was distributed to the Public Services Subcommittee by e-mail only since there was no meeting.

OUTSTANDING ISSUES: None.

RECOMMENDATION:

City Council Adopt:

- Resolution Accepting Work for Stagecoach Drive Improvements Project – South 88th Street West.

Lead Staff Member: Brian J. Hemesath, P.E., City Engineer *BJA*

STAFF REVIEWS

Department Director	Brian J. Hemesath, P.E., City Engineer
Appropriations/Finance	Tim Stiles, Finance Director <i>TS</i>
Legal	Richard Scieszinski, City Attorney <i>JBW</i>
Agenda Acceptance	<i>JA</i>

PUBLICATION(S) (if applicable)

Published In	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee			
Date Reviewed			
Recommendation	Yes	No	Split

RESOLUTION ACCEPTING WORK

WHEREAS, on September 19, 2016 the City Council entered into a contract with McAninch Corporation of Des Moines, Iowa for the following described public improvement:

**Stagecoach Drive Improvements Project – South 88th Street West
Project No. 0510-015-2013**

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 September 4, 2018; and,

WHEREAS, the City has retained 5% of the construction costs;

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 \$856,006.00 as shown in said report, and that the Finance Director is hereby authorized to make payment to the Contractor in the amount of \$42,800.30, which includes retainage for the project, no sooner than 30 days subject to the Contractor satisfying all the conditions of the contract.

PASSED AND APPROVED on this 4th day of September, 2018.

Steven K. Gaer, Mayor

ATTEST:

Ryan T. Jacobson
City Clerk



Contractor: **McAninch Corporation**

4001 Delaware Ave

Des Moines, Iowa 50313

Project Title	Stagecoach Drive Extension	
WDM Project File Number	0510-015-2013	
Purchase Order Number	2017-00000213	
Orig. Contract Amount & Date	\$868,227.80	09/19/16
Estimated Completion Date	10/31/17	
Pay Period	8/17/18 - 10/1/18	
Pay Request Number	Retainage	
Date	10/01/18	

BID ITEMS							
Item No.	Description	Unit	Est. Qty	Unit Price	Extended Price	Quantity Completed	Value Completed
2.1	SUBGRADE PREPARATION	SY	6324.00	\$3.00	\$18,972.00	6,324.00	\$18,972.00
2.2	TOPSOIL, SPREAD	CY	2483.00	\$3.00	\$7,449.00	2,483.00	\$7,449.00
4.1	STORM SEWER, TRENCHED, RCP, 15 IN.	LF	612.00	\$54.00	\$33,048.00	612.00	\$33,048.00
4.2	STORM SEWER, TRENCHED, RCP, 18 IN.	LF	1142.00	\$56.00	\$63,952.00	1,142.00	\$63,952.00
4.3	STORM SEWER, TRENCHED, RCP, 24 IN.	LF	496.00	\$89.00	\$34,224.00	496.00	\$34,224.00
4.4	SUBDRAIN, LONGITUDINAL, 8 IN.	LF	1841.00	\$20.00	\$36,820.00	1,841.00	\$36,820.00
4.5	CONNECT TO EXISTING STORM SEWER STUB	EA	2.00	\$665.00	\$1,330.00	2.00	\$1,330.00
5.1	WATER MAIN, TRENCHED, PVC, 12 IN.	LF	1669.00	\$42.00	\$70,098.00	1,669.00	\$70,098.00
5.2	VALVE, GATE, DIP, 8 IN.	EA	0.00	\$1,270.00	\$0.00		\$0.00
5.3	VALVE, GATE, DIP, 12 IN.	EA	5.00	\$2,205.00	\$11,025.00	5.00	\$11,025.00
5.4	FITTINGS BY COUNT, DUCTILE IRON	EA	5.00	\$785.00	\$3,925.00	5.00	\$3,925.00
5.5	FIRE HYDRANT ASSEMBLY	EA	5.00	\$4,275.00	\$21,375.00	5.00	\$21,375.00
5.6	REMOVE EXISTING BLOWOFF HYDRANT	EA	2.00	\$1,580.00	\$3,160.00	2.00	\$3,160.00
6.1	STORM SEWER MANHOLE, SW-401, 48 IN.	EA	2.00	\$3,080.00	\$6,160.00	2.00	\$6,160.00
6.2	STORM SEWER MANHOLE, SW-401, 60 IN.	EA	1.00	\$3,745.00	\$3,745.00	1.00	\$3,745.00
6.3	INTAKE, SW-505	EA	10.00	\$3,400.00	\$34,000.00	10.00	\$34,000.00
6.4	INTAKE, SW-506	EA	4.00	\$5,800.00	\$23,200.00	4.00	\$23,200.00
6.5	INTAKE, SW-505, MODIFIED	EA	3.00	\$3,100.00	\$9,300.00	3.00	\$9,300.00
6.6	INTAKE, SW-506, MODIFIED	EA	9.00	\$5,500.00	\$49,500.00	9.00	\$49,500.00
6.7	STORM SEWER PLUG	EA	2.00	\$100.00	\$200.00	2.00	\$200.00
6.8	MANHOLE ADJUSTMENT, MINOR	EA	1.00	\$860.00	\$860.00	1.00	\$860.00
6.9	MANHOLE ADJUSTMENT, MAJOR	EA	2.00	\$1,700.00	\$3,400.00	2.00	\$3,400.00
7.1	PAVEMENT REMOVAL	SY	22.40	\$60.00	\$1,344.00	22.40	\$1,344.00
7.2	REINFORCED PCC PAVEMENT, 9-INCH	SY	5203.20	\$52.00	\$270,566.40	5,203.20	\$270,566.40
7.3	RECREATIONAL TRAIL REINFORCED PCC, 6-INCH	SY	1965.70	\$36.00	\$70,765.20	1,965.70	\$70,765.20
7.4	SIDEWALK, PCC, 4-INCH	SY	672.20	\$36.00	\$24,199.20	672.20	\$24,199.20
7.5	SIDEWALK, PCC, 6-INCH	SY	125.50	\$62.00	\$7,781.00	125.50	\$7,781.00
7.6	DETECTABLE WARNINGS	SF	96.00	\$46.00	\$4,416.00	96.00	\$4,416.00
9.1	SEEDING, FERTILIZING AND MULCHING	AC	3.10	\$2,244.00	\$6,956.40	3.10	\$6,956.40
9.2	SWPPP MANAGEMENT	LS	1.00	\$5,406.00	\$5,406.00	1.00	\$5,406.00
9.3	FILTER SOCK, 6 IN.	LF	1225.00	\$1.80	\$2,205.00	1,225.00	\$2,205.00
9.4	FILTER SOCK, REMOVAL	LF	0.00	\$0.26	\$0.00		\$0.00
9.5	CHECK DAM	TON	108.00	\$52.50	\$5,670.00	108.00	\$5,670.00
9.6	SILT FENCE	LF	981.00	\$1.80	\$1,765.80	981.00	\$1,765.80
9.7	STABILIZED CONSTRUCTION ENTRANCE	SY	122.00	\$24.00	\$2,928.00	122.00	\$2,928.00
9.8	INLET PROTECTION DEVICE	EA	52.00	\$153.00	\$7,956.00	52.00	\$7,956.00
9.9	TEMPORARY SEEDING AND MULCHING	AC	0.00	\$916.00	\$0.00		\$0.00
11.1	TRAFFIC CONTROL	LS	1.00	\$3,213.00	\$3,213.00	1.00	\$3,213.00
11.2	CONSTRUCTION STAKING	LS	1.00	\$5,091.00	\$5,091.00	1.00	\$5,091.00
TOTAL					\$856,006.00		\$856,006.00

MATERIALS STORED SUMMARY				
	Description	# of Units	Unit Price	Extended Cost
	None			\$0.00
				\$0.00
TOTAL				\$0.00

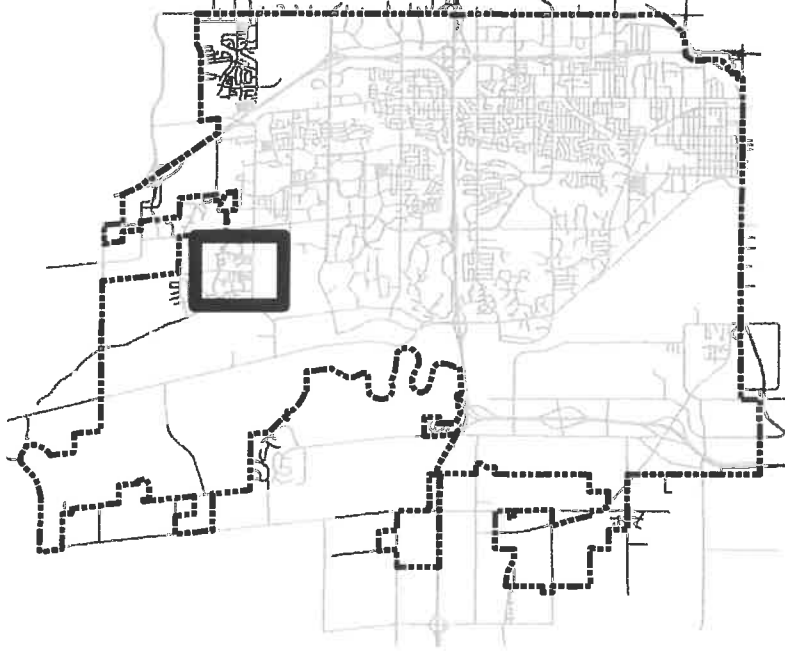
PAY REQUEST SUMMARY		
	Total Approved	Total Completed
Contract Price	\$868,227.80	\$856,006.00
Approved Change Order 1	(\$12,221.80)	
Revised Contract Price	\$856,006.00	\$856,006.00
Materials Stored		\$0.00
Retainage (5%)		\$0.00
Liquidated Damages		
Total Earned Less Retainage		\$856,006.00
Total Previously Approved (list each)	Pay Request 1	\$116,444.73
	Pay Request 2	\$59,345.65
	Pay Request 3	\$72,781.02
	Pay Request 4	\$97,870.18
	Pay Request 5	\$254,402.40
	Pay Request 6	\$58,043.01
	Pay Request 7	\$122,561.11
	Pay Request 8	\$17,620.17
	Pay Request 9	\$4,263.60
	Pay Request 10	\$9,873.83
Total Previously Approved	\$813,205.70	
Amount Due This Request		\$42,800.30
Percent Complete		100%
Percent of Contract Period Utilized		100%

The amount **\$42,800.30** is recommended for approval for payment in accordance with the terms of the Contract

Contractor: McAninch Corporation	Recommended By: Kirkham Michael	Checked By: City of West Des Moines
Signature:	Signature:	Signature:
Name: Dan Kruse	Name: Greg Cabalka, P.E.	Name: Brian J. Hemesath, P.E.
Title: Project Manager	Title: Principal Engineer	Title: City Engineer
Date:	Date:	Date:



VICINITY MAP



LEGEND

PROJECT LOCATION 



PROJECT:				Stagecoach Drive Improvements			
LOCATION:				Exhibit "A"			
DRAWN BY: JDR		DATE: 8/28/2018		PROJECT NUMBER/NAME: 0510-015-2013		SHT. 1 of 1	

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

DATE: September 4, 2018

ITEM:

Resolution - Accepting Public Improvements
Country Club Office Plaza West Plat 8 Traffic Signal Modifications

FINANCIAL IMPACT:

None at this time. The City will assume ownership of the public improvements, along with associated maintenance.

BACKGROUND:

Iowa Signal, Inc. has substantially completed the installation of traffic signal modifications associated with the Country Club Office Plaza West Plat 8 Traffic Signal Modifications in accordance with the plans prepared by Olsson Associates and the specifications of the City. These improvements have been inspected by the City.

This agenda item was distributed to the Public Services Subcommittee by e-mail only since there was no meeting.

OUTSTANDING ISSUES:

None.

RECOMMENDATION:

City Council Adopt:

- Resolution Accepting Public Improvements for Country Club Office Plaza West Plat 8 Traffic Signal Modifications.

Lead Staff Member: Brian J. Hemesath, P.E., City Engineer *BJA*

STAFF REVIEWS

Department Director	Brian J. Hemesath, P.E., City Engineer	<i>[Signature]</i>
Appropriations/Finance	Tim Stiles, Finance Director	
Legal	Richard Scieszinski, City Attorney	
Agenda Acceptance	<i>[Signature]</i>	

PUBLICATION(S) (if applicable)

Published In	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee			
Date Reviewed			
Recommendation	Yes	No	Split

RESOLUTION ACCEPTING PUBLIC IMPROVEMENTS

WHEREAS, a Preliminary Plat for Country Club Office Plaza West Plat 8 was reviewed and approved by the City Council of West Des Moines, Iowa, at a meeting held on November 14, 2016; and,

WHEREAS, a Final Plat for Country Club Office Plaza West Plat 8 was submitted for review by the City Council of West Des Moines, Iowa, on December 12, 2016 and was found to be generally consistent with the Preliminary Plat; and,

WHEREAS, the West Des Moines City Council adopted a Resolution which approved the Final Plat for Country Club Office Plaza West Plat 8 at their meeting on December 12, 2016 subject to any conditions of approval and contingent upon installation of traffic signal improvements and sidewalks; sureties were provided for said Public Improvements in lieu of completion with the Final Plat approval.

WHEREAS, a Site Plan for Westfield Office Building located on Country Club Office Plaza West Plat 8, Lot 1 was submitted, reviewed and approved on February 21, 2017 subject to any conditions of approval and contingent upon acceptance of all public improvements; and,

WHEREAS, on September 14, 2017 the Construction Plans were approved by the West Des Moines City Engineer, said improvements being described as follows:

Country Club Office Plaza West Plat 8 Traffic Signal Modifications

therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WEST DES MOINES, IOWA, the public improvements for Country Club Office Plaza West Plat 8 Traffic Signal Modifications are hereby accepted and are hereby dedicated for public purposes.

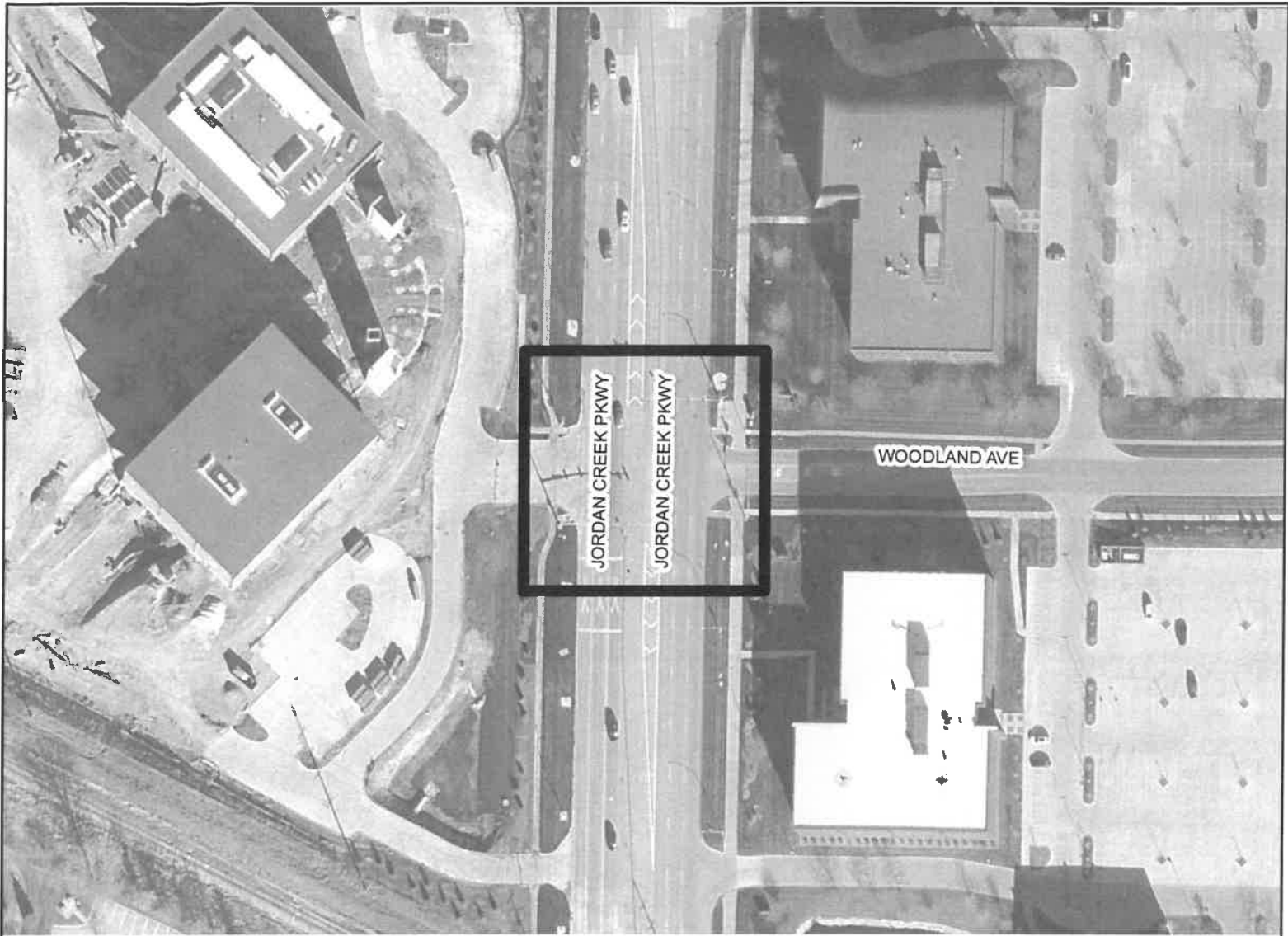
BE IT FURTHER RESOLVED, performance sureties for construction of the public improvements for the Country Club Office Plaza West Plat 8 Traffic Signal Modifications are hereby released.

PASSED AND APPROVED this 4th day of September, 2018.

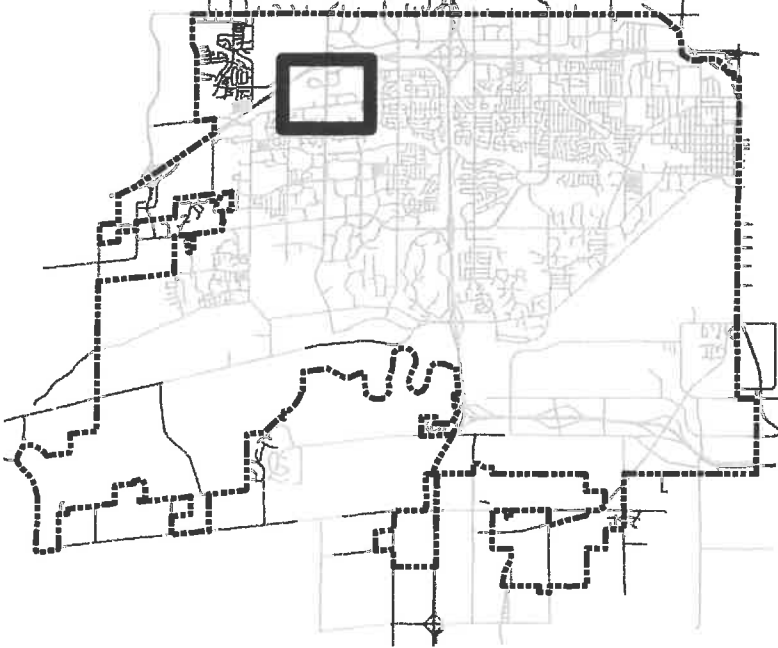
Steven K. Gaer, Mayor

ATTEST:

Ryan T. Jacobson, City Clerk



VICINITY MAP



LEGEND

PROJECT LOCATION



PROJECT:

Country Club Office Plaza West Plat 08 Traffic Signal

LOCATION:

Jordan Creek Parkway & Woodland Avenue

DRAWN BY: JDR

DATE: 8/28/2018

PROJECT NUMBER/NAME: Country Club Office Plaza West Plat 08

SHT. 1 of 1

CITY OF WEST DES MOINES
CITY COUNCIL MEETING COMMUNICATION

DATE: September 4, 2018

ITEM:

Resolution - Approving Professional Services Agreement
City Hall Renovations - Commissioning

FINANCIAL IMPACT:

The cost of the Professional Services Agreement associated with the commissioning of this project is anticipated not to exceed \$59,020.00 for Basic Services. In addition, the cost for performing Testing, Adjusting & Balancing (TAB) will not exceed \$32,700.00 for Resident Consultant Services. Should the cost for the professional services be projected to exceed the amounts set forth in the contract, staff would not authorize such expenditures without further approval by the City Council. All work will be billed on an hourly basis using the established hourly fee structure as set forth in the contract. All costs for these services can be paid from account no. 500.000.000.5250.495 with the ultimate funding intended to come from Cash Reserves.

BACKGROUND:

Approval of this action authorizes Systems Management & Balancing, Inc. to perform the commissioning & TAB services in conjunction with the design and construction activities for the City Hall Renovations located at 4200 Mills Civic Parkway. Commissioning is a quality-focused process that involves the verification that all systems achieve the owner's project requirements as intended by the building owner and as designed by the engineer.

The Engineering Services Department retains professional consultants based on their past work experience, qualifications of their staff, familiarity with the project, manpower availability, and past performance. Once a firm has been selected based on the above criteria, City staff then negotiates a fee with the consultant for performing the desired scope of services. City staff attempts, whenever feasible, to distribute professional services work on an equitable basis to qualified firms maintaining local metropolitan area offices who have expressed interest in working for the City of West Des Moines.

This agenda item was distributed to the Public Services Subcommittee by e-mail only since there was no meeting.

OUTSTANDING ISSUES: None

RECOMMENDATION:

City Council Adopt:

- Resolution Approving Professional Services Agreement for City Hall Renovations - Commissioning.

Lead Staff Member: Brian J. Hemesath, P.E., City Engineer

STAFF REVIEWS

Department Director	Brian J. Hemesath, P.E., 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			
Date Reviewed			
Recommendation	Yes	No	Split

RESOLUTION APPROVING PROFESSIONAL SERVICES AGREEMENT

WHEREAS, funding is available for the following described public project:

**City Hall Renovations - Commissioning
Project No. 0510-052-2017**

and,

WHEREAS, to verify that all of the building components achieve the owner’s project requirements as intended by the building owner and as designed by the engineer for the public improvement, an independent commissioning and testing agent is required; and,

WHEREAS, Engineering Services Department staff have recommended commissioning & TAB services be provided by System Management & Balancing, Inc., and,

WHEREAS, the Engineering Services Department has obtained a written proposal from System Management & Balancing, Inc. to do the work requested, which estimates the following cost to the City of West Des Moines;

Basic Services of the Consultant	\$59,020.00
Resident Consultant Services	<u>\$32,700.00</u>
Total	\$91,720.00

therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WEST DES MOINES, IOWA, that System Management & Balancing, Inc. is hereby directed to perform the work for the above named project.

BE IT FURTHER RESOLVED, that the City Clerk is authorized and directed to enter into an agreement with System Management & Balancing, Inc. for the cost indicated above as payment by the City of West Des Moines for the services indicated.

PASSED AND APPROVED on this **4th** day of **September, 2018**.

Steven K. Gaer, Mayor

ATTEST:

Ryan T. Jacobson, City Clerk

AGREEMENT FOR PROFESSIONAL CONSULTING SERVICES

This Agreement is made and entered into this 4th day of September 2018, by and between the CITY OF WEST DES MOINES, a municipal corporation, hereinafter referred to as "City", and Systems Management & Balancing, Inc., (Fed. I.D. #48-1276814), a subchapter S 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 for the West Des Moines City Hall Renovations (Project No. 0510-052-2017) shall be as further described in Attachment 1, Scope of Services.

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 NOT-TO-EXCEED, including any authorized reimbursable expenses, pursuant to the Schedule of Fees set forth in Attachment 3.

I. Basic Services of the Consultant	\$59,020.00
II. Resident Consultant Services	\$32,700.00
Total	\$91,720.00

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' 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: Systems Management & Balancing, Inc.
Attn: James E. Hall, PE
Address: 925 SE Olson Drive
City, State: Waukee, IA 50263

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 age, color, creed, disability, gender identity, national origin, race, religion, sex, sexual orientation, 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 age, color, creed, disability, gender identity, national origin, race, religion, sex, sexual orientation, 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.

Systems Management & Balancing, Inc.

BY: _____

James E. Hall, President

CITY OF WEST DES MOINES

BY: _____

Ryan T. Jacobson, City Clerk

ATTACHMENT 1

SCOPE OF SERVICES

Basic Services of the Consultant - HVAC & Lighting Control Commissioning

HVAC & LIGHTING CONTROL COMMISSIONING SCOPE OF SERVICES

1. Develop and maintain the Commissioning Plan.
2. Attend & administer commissioning meetings as required.
3. Project site visits as required.
4. Design document review for system accessibility and functionality.
5. Develop Pre-Function Checklists (PFCs)
6. Perform/complete PFCs (**NOTE THE PFCs ARE COMPLETED BY THE SYSTEMS MANAGEMENT & BALANCIING COMMISSIONING STAFF AND NOT EXPECTED/REQUIRED TO BE COMPLETED BY THE CONSTRUCTION TEAM**).
7. Develop Functional Performance Tests (FPTs). This includes a control system review that is required to develop the FPTs.
8. Perform FPTs with the assistance of the construction team.
9. Generate and maintain the Commissioning Issues Report (CIR).
10. Coordination of Owner training (Training to be performed by the Project Construction Team).
11. Publish Final Commissioning Report

HVAC EQUIPMENT/SYSTEM TO BE COMMISSIONED

1. AHU serving Council Chambers.
2. DOAS-1, DOAS-2, & DOAS-3 and associated water cooled Heat Pumps.
3. Approximately (40) Supply Air Terminals with hot water reheat.
4. Approximately (150) 4-pipe chilled beams.
5. Approximately (50) Fin tube radiation.
6. Water-to-Water Heat Pumps and associated pumps CHWP-1, CHWP-2, HWP-1, & HWP-2.
7. One (1) Fluid Cooler FC-1 and associated pumps GSWP-1 & GSWP-2.
8. Domestic hot water recirculation system.

LIGHTING CONTROL EQUIPMENT/SYSTEM TO BE COMMISSIONED

1. Approximately (70) occupancy sensors.

EQUIPMENT/SYSTEMS NOT INCLUDED IN THE COMMISSIONING SCOPE OF WORK:

1. Fire alarm system & Fire Suppression systems.
2. Security system.

3. Technology systems.
4. Communication Systems.
5. Electrical power systems.
6. O&M manual review.
7. Owner training services.
8. Assistance from the Project Contracting team, including but not limited to, the BAS contractor and equipment manufacturers is required. Cost for this assistance is NOT included in our proposal.

Resident Consultant Services – Test, Adjust & Balance

The HVAC TAB scope of work includes the Testing, Adjusting & Balancing for the following systems/equipment:

1. AHU serving Council Chambers.
2. DOAS-1, DOAS-2, & DOAS-3.
3. Water cooled HP-1, HP-2, & HP-3 associated with the DOAS units.
4. Approximately (40) Supply Air Terminals.
5. Approximately (150) 4-pipe chilled beams.
6. Domestic hot water recirculation system will be tested by noninvasive methods.
7. Pumps CHWP-1, CHWP-2, HWP-1, HWP-2 GSWP-1 & GSWP-2.
8. Approximately (50) Fin tube radiation.
9. Water-to-Water Heat Pumps (Chilled & Heating Water System).
10. One (1) Fluid Cooler FC-1.
11. All labor and certified calibrated instruments to be furnished by this company.

HVAC Test, Adjust, & Balance Clarifications & Exclusions:

1. Any necessary parts and/or labor for changes in pulleys and/or belts or the addition of necessary dampers for correct air balance are NOT included in this proposal.
2. Any necessary parts and/or labor for addition of test cocks/ports on the water system are NOT included in this proposal.

ATTACHMENT 2

PROJECT SCHEDULE

- Design Document Review September 2018
- Construction November 2018-December 2019

ATTACHMENT 3

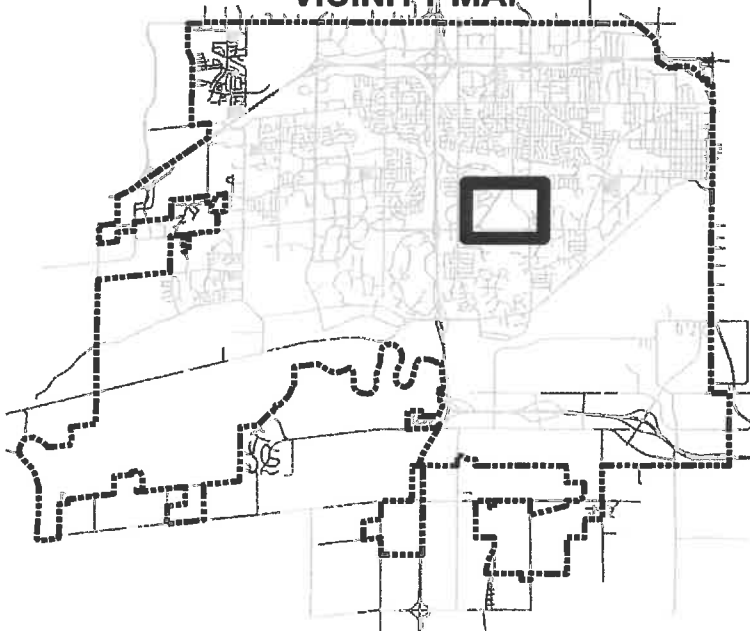
SCHEDULE OF FEES

STAFF HOURLY RATE

Lead Commissioning Agent (LCxA)	\$130.00
Commissioning Technician (CxT)	\$120.00
TAB Project Manager (TAB PM)	\$110.00
TAB Technician (TABT)	\$105.00



VICINITY MAP



LEGEND

PROJECT LOCATION 



PROJECT:

City Hall Renovations

LOCATION:

4200 Mills Civic Parkway

DRAWN BY: JDR

DATE: 04/25/2018

PROJECT NUMBER: 0510-052-2017
SUBDIVISION NAME:

SHT. 1 of 1

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

ITEM: Approval to Initiate a Development Agreement between GCC Properties, LLC, Gilbert and Cook, Inc., and the City of West Des Moines **DATE:** September 4, 2018

RESOLUTION: Approval to proceed with the preparation of a Development Agreement

FINANCIAL IMPACT: The applicant has agreed to a figure of \$1.5 million as the value of the Minimum Assessment Agreement. The company will need to sign a development agreement with the City that would include a Minimum Assessment Agreement to guarantee the investment, to guarantee the valuation for ten (10) years, and to guarantee the retention/creation of five (5) FTEs.

BACKGROUND: On September 6, 2016, the City Council adopted a resolution creating the Property Tax Rebate Pilot Program to stimulate economic development activity in certain areas of the City. The program is intended to provide a five year, 100% rebate of the incremental increase in property taxes on a property if the owner of the property would expend a minimum of \$500,000 on building upgrades/construction. The program also requires the creation/retention of a minimum of five (5) FTE's. The pilot program is scheduled to expire on December 31, 2018.

On June 11, 2018, Gilbert & Cook, Inc. filed an application with the City to be considered for the program. Review of the application indicates that they are proposing to renovate an existing 13,320 square foot vacant office building located at 5058 Grand Ridge Drive. The applicant is proposing to occupy the entire building for their own use which is for a financial services company, and retain 20 full time positions and create five (5) new positions. The construction and renovation work is estimated at \$660,000 and the applicant has agreed to a minimum assessment of \$1,500,000. Based upon a minimum assessment of \$1,500,000 and an incremental increase of valuation of \$370,000, the annual property tax rebate would be approximately \$10,507 or \$52,535 over the five years of the rebate.

Staff has reviewed their proposal and has found it to be complete. The project site is currently not within an Urban Renewal area. A new Urban Renewal Area and Plan (Grand Ridge URA and Plan) will need to be created, and will be on the City Council agenda for the September 17, 2018, Council meeting.

Although this proposal was not reviewed by the Finance & Administration Council Subcommittee, individually the members contacted staff to inform us that they were in agreement to bring the application request to the full Council for action, and funding through the Property Tax Rebate Program.

OUTSTANDING ISSUES: There are no outstanding issues.

RECOMMENDATION: Staff is recommending adoption of a resolution approving initiation of the Development Agreement, and authorization to commence building renovation work.

Lead Staff Member: Clyde Evans, AICP, Community & Economic Development Director

STAFF REVIEWS

Department Director	Clyde Evans, Community and Economic Development Director	CEV
Appropriations/Finance	Tim Stiles, Finance Director	TS
Legal		JS
Agenda Acceptance		KE

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

ATTACHMENTS:

- Exhibit I - Application for assistance under the Property Tax Rebate Program
- Exhibit II - Resolution

Date of Application: **June 11, 2018**

Address of Development Property: **5058 Grand Ridge Drive, West Des Moines, IA 50265**

County Assessor District/Parcel Number of Development Property: **320/02724-211-000**

Located in an existing Urban Renewal Area? If yes, please identify the Area: **No**

Owner of Development Property (please provide the following information):

Full Legal Name: **Gilbert & Cook, Inc: We are currently in a due diligence period to purchase the building and relocate from our current address.**

Address (if different from above): **2670 106th Street, Suite 220, Urbandale, IA 50322**

Nature of Entity (individual, corporation, LLC, etc.): **Corporation**

If legal entity, identify state of incorp./organization: **Iowa**

Name and title of signatory to potential Development Agreement on behalf of Owner:

Linda Cook, President or Chris Cook, Treasurer

Phone Number: **515-270-6444**

E-Mail Address: **llcook@gilbertcook.com or ccook@gilbertcook.com**

Existing property use (commercial, industrial, retail, office, vacant, other – please specify):

Office/Warehouse

Proposed property use (commercial, industrial, retail, office, other- please specify): **Office**

Nature of Improvements: New Construction Addition Rehabilitation

Describe proposed Project:

The building is almost 20 years old and buildings in that area are 20+ years in age. Repairs and upgrades to the building in excess of \$500,000 are needed to renovate it to be a Class A office space for our growing firm.

Estimated Project Start Date: **July, 2018** Estimated Completion Date: **December, 2018**

Please complete the table below with projected expenditures related to this project.

Budget Item Amount

Building Construction

Building Addition **\$25,000**

Building Remodeling **\$145,000**

Machinery & Equipment **\$250,000**

Tenant Improvements (if applicable) **\$100,000**

Technology Investments **\$55,000**

Furniture & Fixtures **\$85,000**

Other Major Investments (specify below)

TOTAL \$660,000

Define and indicate the approximate value of the Project upon completion (only the building and

improvement costs that will affect taxable valuation, NOT land, equipment or machinery):
\$1.8 – 1.9M

How many jobs will this project create or retain?

Create: Full-Time: **5 over next 2 years** Part-Time _____

Retain: Full-Time: **20 indefinitely** Part-Time _____

Will you be applying for a High Quality Jobs or other Agreement with the State? **No** If so, has an application been filed? _____ If yes, please provide a copy.

Does this Project involve the relocation of a business enterprise (or substantial portion thereof) from another Iowa county or city? **Yes** If yes, please explain: **Relocation from Urbandale, Iowa to West Des Moines, Iowa**

Is the Owner of the Development Property also the Developer for this Project? **Yes, we are currently in a due diligence period to purchase the building, renovate it and relocate from our current address.** If not, in response to each item below, please identify the full legal name of the entity, the nature of the entity, its state of incorporation (if applicable) and the name and title of that entity's signatory to any Development Agreement):

Which entity will be responsible for constructing the building/improvements on the Development Property?

___GCC Properties, LLC. _____

Which entity will be entitled to receive the Tax Increment Rebates?

___GCC Properties, LLC _____

Which entity will occupy and operate the business in the building/improvements?

___Gilbert & Cook, Inc. _____

Is the owner leasing the building to another entity that is operating the business?

x Yes If, yes, please explain:

Gilbert & Cook, Inc. will be leasing the property from GCC Properties, LLC _____

Is the Development Property currently subject to any property tax exemption or any other property tax rebate? **No** If yes, explain: _____

Have you applied for any other property tax exemption or rebate for the Development Property? **No.** If yes, explain: _____

Does any public official or employee of the City who exercises or has exercised any responsibilities or discretion with respect to the Project, or who is in a position to participate in a decision-making process or gain insider information with regard to the Project, have interest, direct or indirect, in the Project or any contract or subcontract (actual or proposed) in connection with the Project? **No** If yes, explain: _____

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST DES MOINES, IOWA, AUTHORIZING STAFF TO INITIATE THE PREPARATION OF A DEVELOPMENT AGREEMENT FOR ECONOMIC DEVELOPMENT ASSISTANCE CONTRACT BETWEEN GILBERT & COOK, INC., GCC PROPERTIES, LLC, AND THE CITY OF WEST DES MOINES FOR ASSISTANCE UNDER THE PROPERTY TAX REBATE PROGRAM.

WHEREAS, Gilbert & Cook, Inc. proposes to undertake the renovation of a 13,320 square foot office building located at 5058 Grand Ridge Drive;

WHEREAS, Gilbert & Cook, Inc. filed a formal application on June 11, 2018, with the City for financial assistance under the City's Property Tax Rebate Program;

WHEREAS, the application for assistance from Gilbert & Cook, Inc. has been found complete;

WHEREAS, Gilbert & Cook, Inc. has committed to retaining twenty (20) full-time jobs and create five (5) new positions;

WHEREAS, the City is prepared to offer property tax rebates under the Property Tax Rebate Program;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WEST DES MOINES, IOWA HAS directed staff to initiate the preparation of a Development Agreement on behalf of the City with Gilbert & Cook, Inc., and GCC Properties, LLC.

PASSED AND ADOPTED this 4th day of September, 2018.

Steven K. Gaer, Mayor

Attest:

Ryan T. Jacobson, City Clerk

CITY OF WEST DES MOINES
CITY COUNCIL MEETING COMMUNICATION

DATE: September 4, 2018

ITEM: Approval and Acceptance of Parkland Dedication Agreement– Hubbell Metropolitan Development Fund I LLC (Series B) – Aventura at Greenway Crossing (SP-003748-2018)

Resolution: **Approval and Acceptance of Aventura at Greenway Crossing Parkland Dedication Agreement**

FINANCIAL IMPACT: None.

BACKGROUND: On July 23, 2018, the City Council approved a site plan for the construction of a 62 unit senior apartment project at 9065 Bishop Drive. Due to the addition of residential dwelling units, parkland dedication was required to be provided for the residents. In this case the addition of walkways and amenities on the site were counted towards satisfying the requirements.

Exhibit II is a copy of the Aventura Parkland Dedication Agreement related to the Site Plan for the construction of the senior apartments. For policy purposes, formal acceptance by the City Council of this document is required.

CITY COUNCIL SUBCOMMITTEE: Acceptance of this document by Council is a required formality; this item was not presented to the Development and Planning City Council Subcommittee.

OUTSTANDING ISSUES: There are no outstanding issues.

RECOMMENDATION: Adopt a resolution approving and accepting the Aventura at Greenway Crossing Parkland Dedication Agreement.

Lead Staff Member: Kara V. Tragesser, AICP *[Signature]*

STAFF REVIEWS

Department Director	<i>[Signature]</i>
Appropriations/Finance	
Legal	<i>[Signature]</i>
Agenda Acceptance	<i>[Signature]</i>

PUBLICATION(S) (if applicable)

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

SUBCOMMITTEE REVIEW (if applicable)

Committee	None		
Date Reviewed			
Recommendation	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Split <input type="checkbox"/>

ATTACHMENTS:

- Exhibit I - Resolution
- Exhibit II - Aventura at Greenway Crossing Parkland Dedication Agreement

Prepared by: KTragesser 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 DOCUMENTS CONVEYING PROPERTY INTERESTS TO THE CITY OF WEST DES MOINES, IOWA

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

Aventura at Greenway Crossing Parkland Dedication Agreement for property legally described as:

Lots 10 and 11 GreenWay Crossing Plat 1, an official plat now in and forming a part of the City of West Des Moines, Dallas County, Iowa.

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

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 the City of West Des Moines, Iowa, are hereby approved and accepted and shall be filed with the county recorder as appropriate. The City Clerk is directed to certify the City Council's approval and acceptance.

PASSED AND ADOPTED this 4th day of September 2018.

Steven K. Gaer, Mayor

ATTEST:

Ryan Jacobson
City Clerk

Prepared by: City Attorney, P.O. Box 65320, West Des Moines, IA 50265-0320 (515) 222-3523

Return to: City Clerk, City of West Des Moines, P.O. Box 65320, West Des Moines, IA 50265-0320

SPACE ABOVE THIS LINE FOR RECORDER

**PARKLAND DEDICATION AGREEMENT
AGREEMENT FOR DEDICATION OF PARK AND GREENWAY
LANDS and PROVISION OF PUBLIC IMPROVEMENTS**

Agreement between the City of West Des Moines and Hubbell Metropolitan Development Fund I, LLC (Series B) for Dedication of Park and Greenway Lands and Parkland Improvements as a Condition of Approval for the Development Application for the Aventura at Greenway Crossing Development.

WHEREAS, West Des Moines Municipal Code Section 10-1-4 (hereinafter "Ordinance") provides that a development application shall include the dedication of land for public use for recreational purposes, including the dedication of land for park and greenway use, and;

WHEREAS, the Ordinance provides that the application may provide an alternative plan to park or greenway land dedication if the alternative plan meets the purposes of the park and greenway dedication provisions and directly and proportionately benefits the development seeking approval, and;

WHEREAS, the undersigned Developer has presented an alternative plan regarding park or greenway dedication; and

WHEREAS, this Agreement entered between the City of West Des Moines (hereinafter "City") and Hubbell Metropolitan Development Fund I, LLC (Series B) (hereinafter "Developer") is intended to regulate the execution of the approved alternative plan by the Developer and full performance under this agreement by the Developer is a condition of approval of the development application.

WHEREFORE, be it agreed by the parties as follows:

1. The Aventura at Greenway Crossing development as submitted (reference Aventura at Greenway Crossing – Site Plan dated 01/17/18) including 63 age restricted apartments requires dedication of 0.67 acres of park and greenway lands to satisfy the provisions of West Des Moines Municipal Code Section 10-1-4. (see Attachment A for calculations)
2. As an alternate to land dedication, the Developer shall provide ‘On Site Open Space’ within the actual development site. This area to provide a recreational based open space within this development including such things as sidewalks, gazebo shelter, terrace, pergola over terrace, railings at terrace, landscaping, and other applicable amenities. The ‘On Site Open Space’ shall allow full access to all residents of this development, and cover .13 acres of the requirement. (see Attachment B Parkland Dedication Drawing)
3. The dedication provided by the Developer is then deficient by .54 acres for park and greenway dedication.
4. In order to compensate for deficient acreage and as an alternate to land dedication, the Developer shall purchase, install, and construct, at its sole cost, sidewalks, gazebo shelter, terrace, pergola over terrace, railings at terrace, landscaping, and other applicable amenities as noted above. (See Attachment A for detailed notes and associated costs) The improvements so assigned shall be credited to the minimum dedication requirements under the ordinance as follows:
 - a. Said improvements shall be installed in compliance with the plans and specifications that have been approved by the City of West Des Moines.
 - b. The Developer shall be responsible for all design costs associated with said improvements.
 - c. The Developer shall be responsible for all costs and fees associated with said improvements including all permit and licensing fees if applicable, and shall comply with all applicable local, state and federal laws and regulations.
 - d. All liability and maintenance for the open space areas not deeded to the City of West Des Moines, including any associated equipment & improvements, to be the full responsibility of the developer and/or assignees.
5. The Developer acknowledges and agrees that the terms of this Agreement shall be binding upon its heirs, assigns, successors in interest, or lessees, if any.
6. This Agreement shall become binding upon the Parties once the City officially approves and accepts it, which approval and acceptance shall be noted on this Agreement by the signature of the Mayor and City Clerk.

HUBBELL METROPOLITAN DEVELOPMENT FUND I, LLC (SERIES B)

By: Hubbell Realty Company, Manager

By: [Signature]
Joseph F. Pietruszynski, Vice President

By: [Signature]
B.J. Miller, Assistant Secretary

STATE OF IOWA)
) SS.
COUNTY OF DALLAS)

On this 15th day of August, 2018, before me the undersigned, a Notary Public in and for the State of Iowa, personally appeared Joseph F. Pietruszynski and B.J. Miller, to me personally known, who, being by me duly sworn, did say that they are the Vice President and Assistant Secretary, respectively, of Hubbell Realty Company, the Manager of Hubbell Metropolitan Development Fund I, LLC (Series B), a series of a multi-series Iowa limited liability company.

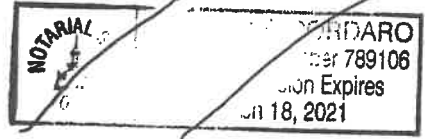
[Signature]
Notary Public in and for said State

CITY OF WEST DES MOINES, IOWA:

Steven K. Gaer, Mayor

ATTEST:

Ryan T. Jacobson
City Clerk



CITY OF WEST DES MOINES, IOWA (Notary):

STATE OF IOWA)
)ss
COUNTY OF POLK)

On this ____ day of _____, 2018, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Steven K. Gaer and Ryan T. Jacobson, to me known to be the Mayor and City Clerk, respectively, of the City of West Des Moines, Iowa; that the seal affixed is the corporate seal of the City, and that the instrument was signed and

sealed on behalf of the City, by authority of its City Council as contained in Resolution Number _____, passed on the ____ day of _____, 2018, by the City Council of the City of West Des Moines, Iowa, and that the Mayor and City Clerk acknowledged the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the City.

Notary Public

ATTACHMENT A PARKLAND DEDICATION REQUIREMENTS

Project Location: Aventura @ Greenway Crossing Developer: Hubbel Realty Company 7/17/2018

	# units	Population Multiplier	Estimated Population	Per 1000 people	Park Dedication Factor	Greenway Dedication Factor
<u>Single Family Detached</u>						
Description: Single Family Lots	0	2.90	0			
	0	2.90	0			
	0	2.90	0			
TOTAL	0		0			
<u>Single Family Attached</u>						
Description: Townhome/Condos		1.63	0			
	0	1.63	0			
	0	1.63	0			
TOTAL	0		0			
<u>Multifamily Unit</u>						
Description: Age restricted units 62 + 1 guest rm	63	1.73	108.99			
	0	1.73	0			
	0	1.73	0			
TOTAL	63		108.99			
TOTAL POPULATION			108.99	0.10899	2.39	3.76
Park Dedication (Acres)			0.260			
Greenway Dedication (Acres)			0.410			
TOTAL DEDICATION (Acres)			0.670			

Notes: Estimated calculations taken from McClure Parkland Dedication Plan dated 01/17/2018

Proposal to fulfill requirement:

1. On site open space for recreational use

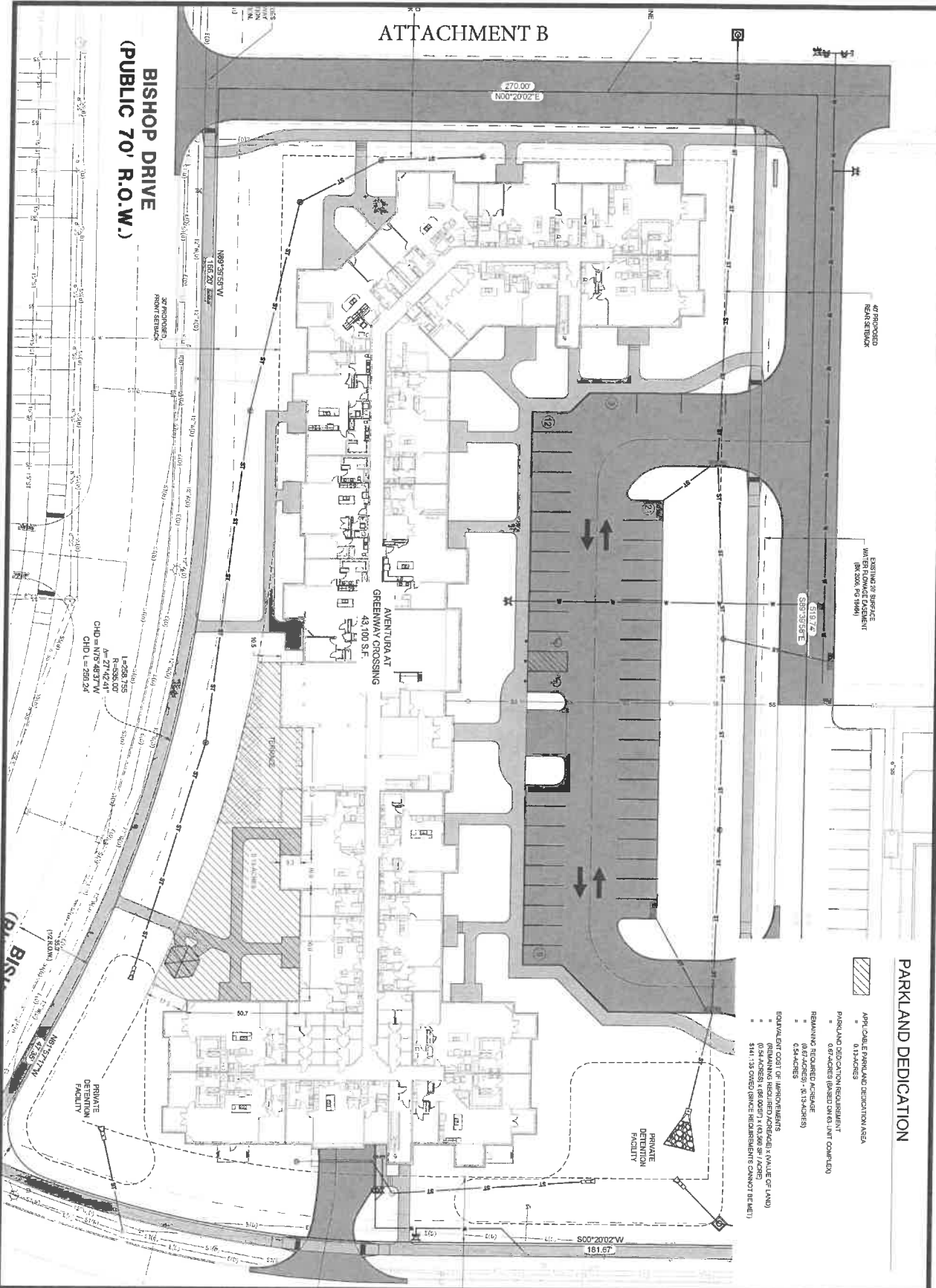
- Approximately 153' x 37' =	5,663 / 43,560 =	0.13	Acres
	Required land	0.67	Acres
	Less on site land	-0.13	Acres
	Land balance	0.54	Acres
X land value per acre (purchase price,)		\$261,360	
	Balance remaining	\$141,210	

2. Installation of sidewalks, gazebo shelter, pergola, landscaping/lighting/irrigation, railings at terrace

- Sidewalks	\$21,000
- Gazebo shelter	\$30,000
- Pergola over terrace	\$45,000
- Landscaping/lighting/irrigation for this area	\$31,000
- Railings at terrace	<u>\$15,000</u>
TOTAL IMPROVEMENTS	\$142,000

ATTACHMENT B

BISHOP DRIVE
(PUBLIC 70' R.O.W.)



PARKLAND DEDICATION

- APPLICABLE PARKLAND DEDICATION AREA
- 0.13 ACRES
- PARKLAND DEDICATION REQUIREMENT
- 0.67 ACRES (BASED ON 60 UNIT COMPLEX)
- REMAINING TO BE ACQUIRED
- 0.54 ACRES
- ENVELOPE COST USE RESPONSIBILITIES
- (0.54 ACRES) x (\$8,000/SF) x (10,500 SF) = \$4,620,000
- \$41,133 CREDIT (REQUIREMENT CANNOT BE MET)

McCLURE
ENGINEERING CO.
building strong communities.

1340 HWY 131ST, SUITE 100
CITY OF MIAMI, FL 33156
TEL: 305.594.4270

PARKLAND DEDICATION



0 10 20 40
GRAPHIC SCALE

AVENTURA AT GREENWAY CROSSING
CITY ID: 003676-2017
WEST DES MOINES, IOWA
WDM 5011607
JANUARY 17, 2018
REVISION
TBD
NO. DATE BY CHECKED BY
A. HANDEK A. HANDEK
C. SMITH M. KOSKIMO
01 01 / 01

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

DATE: September 4, 2018

ITEM: Resolution - Approval and Acceptance of Purchase Agreements and Conveyance of Property Interests for the South Area Lift Station Improvements Project


FINANCIAL IMPACT: \$295.00 (previously budgeted)

SYNOPSIS: Property interests necessary for the South Area Lift Station Improvements Project, located east of the Walnut Woods State Park and near the north end of the Hidden Valley Soccer Complex, have been acquired through a negotiated purchase agreement at the appraised fair market value from the owners shown on **Exhibit "A"**, with additional comments and/or additional costs not reflected in the appraisals/compensation estimates shown in bold, if any. The attached resolution approves the purchase agreement and, for policy and title purposes, formally accepts the property interests and authorizes the filing of all relevant documents. Costs associated with acquisition of the property interests will be paid from Account No. 640.000.000.5550.730, Project No. 0510 026 2016.


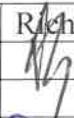

OUTSTANDING ISSUES (if any): None.

RECOMMENDATION:

Adopt Resolution Approving and Accepting Purchase Agreements and Conveyance of Property Interests to the City of West Des Moines for the South Area Lift Station Improvements Project

Lead Staff Member: Brian J. Hemesath, P.E., Interim City 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			
Date Reviewed			
Recommendation	Yes	No	Split

Prepared by: Greta Truman, Asst. City Attorney, PO Box 65320, West Des Moines, IA 50265-0320 (515) 222-3673
Return to: City Clerk, City of West Des Moines, P.O. Box 65320, West Des Moines IA 50265 (515) 222-3600

SPACE ABOVE THIS LINE FOR RECORDER

RESOLUTION NO. _____

**AUTHORIZING APPROVAL AND ACCEPTANCE OF PURCHASE AGREEMENTS AND CONVEYANCE
OF PROPERTY INTERESTS FOR THE CONSTRUCTION OF THE
SOUTH AREA LIFT STATION IMPROVEMENTS PROJECT, PROJECT NO. 0510-026-2016).**

WHEREAS, on July 23, 2018, the City Council of the City of West Des Moines, Iowa established the fair market value and authorized the acquisition of property and easements, including any leasehold interests, necessary for the construction of the South Area Lift Station Improvements Project, located east of the Walnut Woods State Park and near the north end of the Hidden Valley Soccer Complex, Project No. 0510-026-2016); 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 obtained property interests through negotiated purchase agreements for the acquisition of property interests necessary for the Project; and

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

WHEREAS, documents conveying property interests necessary to complete the project have been presented to the City for approval; 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.

PASSED AND ADOPTED this _____ day of **September, 2018**.

Steven K. Gaer, Mayor

ATTEST:

Ryan T. Jacobson
City Clerk

Exhibit "A"

**SOUTH AREA LIFT STATION IMPROVEMENTS PROJECT,
PROJECT NO. 0510-026-2016**

<u>PARCEL #</u>	<u>PROPERTY OWNER</u>	<u>ACQUIRED PRICE-FMV</u>
"PE-1" "TE-1"	West Des Moines Soccer Club c/o William Scott, President 1875 SE Walnut Woods Drive	\$295.00
	TOTAL	\$ 295.00

NO CHANGE FROM PREVIOUS READING

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

Date: September 4, 2018

ITEM: Boone Farm, 1809 S 50th Place — Amend the Zoning Map to change the zoning from Residential Medium Density (RM-8) to Residential Estate (RE-1A) - Berniece M. Boone Charitable Remainder Annuity Trust - ZC-003986-2018

ORDINANCE: Approval of Second Reading, Waive Third Reading, and Adopt in Final Form to Change Zoning from RM-8 to RE-1A

FINANCIAL IMPACT: Undetermined.

BACKGROUND: The Berniece M. Boone Charitable Remainder Annuity Trust is seeking approval of an amendment of the Zoning Map designation for this property from Residential Medium Density (RM-8) to Residential Estate (RE-1A).

Previous Council Action:

Vote: 5-0 approval

Date: August 20, 2018

Motion: Approval of the First Reading of the ordinance

OUTSTANDING ISSUES: There are no outstanding issues.

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 second reading, waive the third reading and adopt the ordinance in final form.

Lead Staff Member: Kara Tragesser, AICP *Kara Tragesser*

Staff Reviews:

Department Director	<i>LS</i>
Appropriations/Finance	
Legal	<i>g</i>
Agenda Acceptance	<i>m</i>

PUBLICATION(S) (if applicable)

Published In	Des Moines Register
Date(s) Published	August 3, 2018
Letter sent to surrounding property owners	July 31, 2018

SUBCOMMITTEE REVIEW (if applicable)

Committee	Development & Planning		
Date Reviewed	June 25, 2018/August 6, 2018		
Recommendation	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Split <input type="checkbox"/>

ATTACHMENT:

Exhibit I – ORDINANCE

Prepared by: K Tragesser, 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

ORDINANCE NO.

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP AND THE CITY CODE OF THE CITY OF WEST DES MOINES, IOWA, 2014, BY AMENDING TITLE 9: ZONING, CHAPTER 4: ZONING DISTRICTS AND MAP

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

SECTION 1. AMENDMENT: The Zoning Map of the City of West Des Moines, Iowa, is hereby amended by changing the zoning of property located at 1809 S. 50th Place and legally described below from Residential Medium Density (RM-8) to Residential Estate (RE-1A) as legally described below

Legal Description

The South ½ of the SE¼ of Section 19, Township 78 North, Range 25 West of the 5th P.M., Polk County, lying North of the centerline of Grand Avenue as it presently exists, except that part lying West of Interstate No. 35, and except those parts conveyed to the State of Iowa by Warranty Deed recorded in Book 3005, Page 491, Office of the Recorder of Polk County, Iowa AND The East 33 feet of the South ½ SE¼ of Section 19, Township 78 North, Range 25 West of the 5th P.M., except the South 740.00 feet, West Des Moines, Polk County, Iowa

SECTION 2. CONDITIONS OF APPROVAL. All dwellings constructed within the boundaries of the parcel as delineated at the time of this action, as well as future subdivision, will be constructed with fire sprinkler systems.

SECTION 3. SAVINGS CLAUSE. If any section, provision, 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. VIOLATIONS AND PENALTIES. Any person who violates the provisions of this Ordinance upon conviction shall be punished as set forth in title 1, Chapter 4, Section 1 and Section 2 of the City Code of the City of West Des Moines, Iowa.

SECTION 5. 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 6. EFFECTIVE DATE. This Ordinance shall be in full force and effect from and after its passage, approval, and publication as provided by law.

Approved and passed by the City Council on the 4th day of September 2018

Steven K. Gaer, Mayor

ATTEST:

Ryan T. Jacobson
City Clerk

I certify that the foregoing was published as Ordinance No. _____ on the ____ day of _____
_____, 2018.

Ryan T. Jacobson
City Clerk

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

Date: September 4, 2018

ITEM: Amendment to City Code – Amend Title 9 (Zoning), Chapter 15 (Off-Street Parking and Loading), Section 4 (General Off-Street Parking Regulations) and Section 6 (Design Standards) to modify regulations for individual residential driveways – City Initiated – AO-004009-2018

ORDINANCE: Approval of First Reading of the Ordinance

FINANCIAL IMPACT: Undetermined.

BACKGROUND: Development Services Staff requests an amendment to the following noted chapter and sections of Title 9 (Zoning) to amend regulations pertaining to the design of individual residential driveways:

- Title 9 (Zoning), Chapter 15: (Off-Street Parking and Loading)
 - Section 4 (General Off-Street Parking Regulations)
 - Section 6 (Design Standards)

This proposed amendment is recommended by staff to make the regulations for individual residential driveways consistent with how a majority of residential driveways have been constructed in the City.

Plan and Zoning Commission Action:

Vote: 6-0 Approval, with Commissioner Drake Absent

Date: August 27, 2018

Motion: Approve a resolution recommending the City Council approve the first reading of the amendment to Title 9, Zoning

Plan and Zoning Commission Discussion: Staff indicated that this request was presented to the Development & Planning Subcommittee to get input on the proposed driveway design. The two Council Members present (Mickelson and Trevillyan) were split on the specific design of individual residential driveways, with one of the Council Members preferring the design as proposed by staff (Attachment C, which allows a driveway to flare out where the driveway meets the sidewalk to allow additional vehicle parking) and the other Council Member preferring a driveway design that allows the pavement for extra vehicle parking to tie in directly to the sidewalk without a flare (Attachment D). A few of the Commissioners stated that they felt the driveway design as proposed by staff was a better design to keep vehicles from creating ruts in the City right of way. The Plan and Zoning Commission voted to recommend that the driveway design as proposed by staff (Attachment C) be recommended to the City Council for approval.

OUTSTANDING ISSUES: There is one outstanding issue: which driveway design should be allowed. Staff requests direction as to which design should be allowed. If necessary, Staff will update the proposed amendment language accordingly to reflect the design determined after the first reading of the ordinance by the City Council.

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

- Applicant's Request
- City Council Subcommittee - *Development & Planning: April 16, 2018* ****Note, subcommittee members were split on which driveway design to allow.**
- Staff Review and Comment
 - *Paving Maximums*
 - *Driveway Design*
- Noticing Information
- Staff Recommendation and Conditions of Approval

RECOMMENDATION: Based upon the preceding review the Plan and Zoning Commission recommends the City Council approve the first reading to amend City Code to modify regulations for individual residential driveways with the driveway design that flares at the sidewalk, subject to the applicant meeting all City Code requirements.

Lead Staff Member: Brian Portz, AICP **BP**

Staff Reviews:

Department Director	JK
Appropriations/Finance	
Legal	JBW
Agenda Acceptance	AK

PUBLICATION(S) (if applicable)

Published In	Des Moines Register
Date(s) Published	August 17, 2018
Letter sent to surrounding property owners	N/A

SUBCOMMITTEE REVIEW (if applicable)

Committee	Development & Planning		
Date Reviewed	April 16, 2018		
Recommendation	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Split <input checked="" type="checkbox"/>

ATTACHMENTS:

- Exhibit I - Plan and Zoning Commission Communication
- Attachment A - Plan & Zoning Commission Resolution
- Exhibit A - Proposed Ordinance (*moved to Exhibit II*)
- Attachment B - Driveway design per code
- Attachment C - Driveway design with flare from sidewalk
- Attachment D - Driveway design with no flare required
- Exhibit II - Ordinance

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

Meeting Date: August 27, 2018

Item: Amendment to City Code – Amend Title 9 (Zoning), Chapter 15 (Off-Street Parking and Loading), Section 4 (General Off-Street Parking Regulations) and Section 6 (Design Standards) to modify regulations for individual residential driveways – City Initiated – AO-004009-2018

Requested Action: Recommend approval of an Amendment to City Code

Case Advisor: Brian S. Portz, AICP *BP*

Applicant's Request: Development Services Staff requests an amendment to the following noted chapter and sections of Title 9 (Zoning) to amend regulations pertaining to the design of individual residential driveways:

- Title 9 (Zoning), Chapter 15: (Off-Street Parking and Loading)
 - Section 4 (General Off-Street Parking Regulations)
 - Section 6 (Design Standards)

This proposed amendment is recommended by staff to make the regulations for individual residential driveways consistent with how a majority of residential driveways have been constructed in the City.

City Council Subcommittee: At the April 16, 2018, Development & Planning Subcommittee meeting, the following aspects of current city code requirements related to paving within single family lots were discussed:

- Current code restricts the total amount of paving to 50% within the front yard and 7% within the whole lot. Aerial map analysis indicated that approximately 97.5% of single family lots abide by the 50% front yard regulation, but only 25% have 7% or less paving within the entire lot. The Council Members present were supportive of leaving the total front yard paving percentage at 50% but increasing the percentage of paving on the whole lot to 20% from the current 7%. With an increase in the percentage to 20%, the number of lots compliant increases to approximately 96.7 % of the single family lots.
- City code provides that extra paving for single family driveways be that as shown in Attachment B; however, there are multiple driveways within the city installed as illustrated in Attachment C. The two Council Members (Mickelson and Trevillyan) were split on the specific design of individual residential driveways, with one of the Council Members preferring the design as proposed by staff (Attachment C, which allows a driveway to flare out where the driveway meets the sidewalk to allow additional vehicle parking) and the other Council Member preferring a driveway design that allows extra vehicle parking to tie in directly to the sidewalk without a flare (Attachment D).
- To assist in gaining property owner compliance to design and paving percentage regulations, the Council recommended implementing a paving permit process which would allow for opportunity to educate property owners prior to installation, as well, as provide better opportunity for enforcement against those properties that proceeded incorrectly as they would have known prior to installing.

Staff Review and Comment: This request was distributed to other City departments and other agencies for their review and comment. There is one outstanding issue: which driveway design should be allowed. Staff would summarize the following key points of interest:

- *Paving Maximums:* Current City Code requires that paved driveways and any associated off-street parking area within the front yard of a single family detached residence not occupy greater than 50% of the area between the building setback line and public right of way. Staff is proposing to keep the same percentage based on research of existing driveways in the City and from direction from the Development & Planning City Council Subcommittee.

Another provision in City Code requires that the total pavement on a site not exceed 7% of the lot. Through our research, staff found that only 25% of properties surveyed meet this requirement. If the percentage of total lot coverage were increased to 20%, approximately 96% of the residential properties would be in compliance. The Subcommittee recommended that the total lot coverage for driveway/parking areas be increased to 20% to be more in line with what is occurring in the City.

- **Driveway Design:** Current City Code requires that driveways for individual single-family detached or attached townhouse-style residences not be greater than 20' in width between the public street roadway and a point of setback 10' from the right of way (see Attachment B). Through our research, staff found that only 32% of properties surveyed meet this requirement. The disparity in actual construction vs. code design standards is being attributed to the increase in vehicles per household and new homes being constructed with three or more garage stalls. It is difficult to accommodate vehicle turning movement for the expanded drive widths within a typical 30-35 foot front yard setback when the drive is limited to 20 feet for the first 10 foot of depth. Staff is proposing an amendment to the driveway design standards section of the Code to allow individual residential driveways to be designed such that they are allowed to flare out where the driveway meets the sidewalk toward a point 10' from the right of way line to allow for addition vehicle parking areas adjacent to the main driveway (Attachment C). This provision would still require that the driveway width at the right of way line not exceed 20' in width as required in the City's standard construction specifications for subdivisions. As indicated in the Subcommittee summary section above, one of the Council members indicated a preference to allow the extra paving to extend directly down to the sidewalk without any flare. No change to the paving approach within city ROW is proposed. Staff's concern with allowing the drive to extend to the sidewalk is the possibility that vehicles will cut the corner, thus creating a 'worn cow path' in the ROW. Also, Staff requests direction as to which design should be allowed. If necessary, Staff will update the proposed amendment language accordingly to reflect the design determined after the first reading of the ordinance by the City Council.

Noticing Information: On August 17, 2018, notice of the August 27, 2018, Plan and Zoning Commission and September 4, 2018, City Council public hearings for this project was published in the *Des Moines Register*.

Staff Recommendation and Conditions of Approval: Staff recommends the Plan & Zoning Commission approve a resolution recommending to the City Council approval of the amendment to City Code. Note: the Commission will need to provide specific recommendation as to which driveway design they support.

ATTACHMENTS:

- | | | |
|--------------|---|--|
| Attachment A | - | Plan & Zoning Commission Resolution |
| Exhibit A | - | Proposed Ordinance |
| Attachment B | - | Driveway design per code |
| Attachment C | - | Driveway design with flare from sidewalk |
| Attachment D | - | Driveway design with no flare required |

RESOLUTION NO. PZC 18-054

A RESOLUTION OF THE PLAN AND ZONING COMMISSION OF THE CITY OF WEST DES MOINES, IOWA, RECOMMENDING TO THE CITY COUNCIL THAT IT APPROVE AN AMENDMENT TO CITY CODE, TITLE 9 (ZONING), CHAPTER 15 (OFF-STREET PARKING AND LOADING), TO MODIFY REGULATIONS FOR INDIVIDUAL RESIDENTIAL DRIVEWAYS

WHEREAS, pursuant to the provisions of Title 9, Chapter 1 et seq, of the West Des Moines Municipal Code, the City of West Des Moines requests an amendment to amend Title 9 (Zoning), Chapter 15 (Off-Street Parking and Loading), Section 4 (General Off-Street Parking Regulations) and Section 6 (Design Standards) to modify regulations for individual residential driveways;

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 August 27, 2018, this Commission held a duly-noticed public hearing to consider the application for an amendment to ordinance;

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

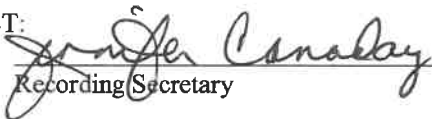
SECTION 1. The findings, for approval, in the staff report, dated August 27, 2018, or as amended orally at the Plan and Zoning Commission hearing of August 27, 2018, are adopted.

SECTION 2. The AMENDMENT TO ORDINANCE (AO-004009-2018) is recommended to the City Council for approval with a driveway design as illustrated in Attachment ____ and as stated in the staff report dated August 27, 2018.

PASSED AND ADOPTED on August 27, 2018.


 Craig Erickson, Chair
 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 August 27, 2018, by the following vote:

AYES: Andersen, Costa, Crowley, Erickson, Hatfield, Southworth

NAYS:

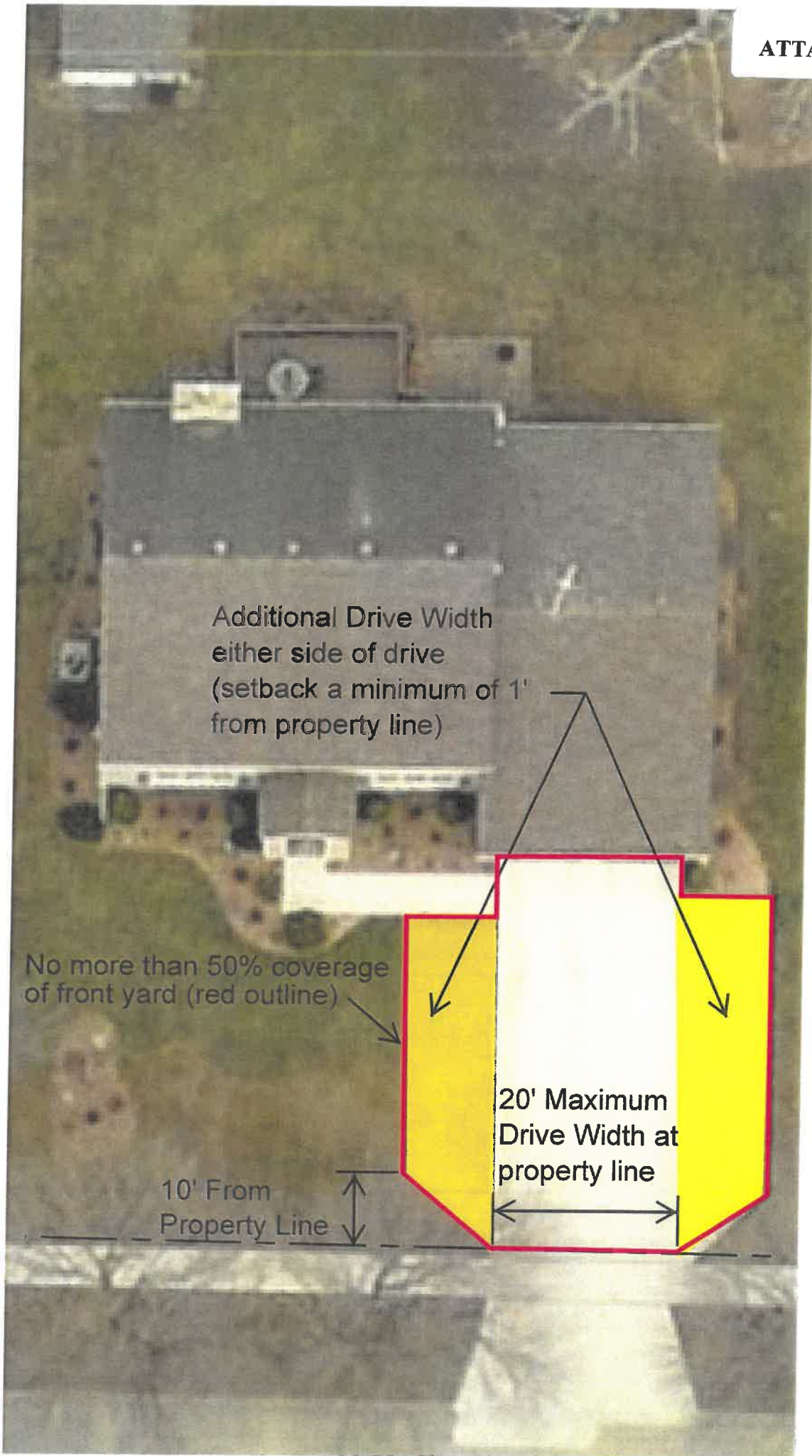
ABSTENTIONS:

ABSENT: Drake

ATTEST:


 Recording Secretary



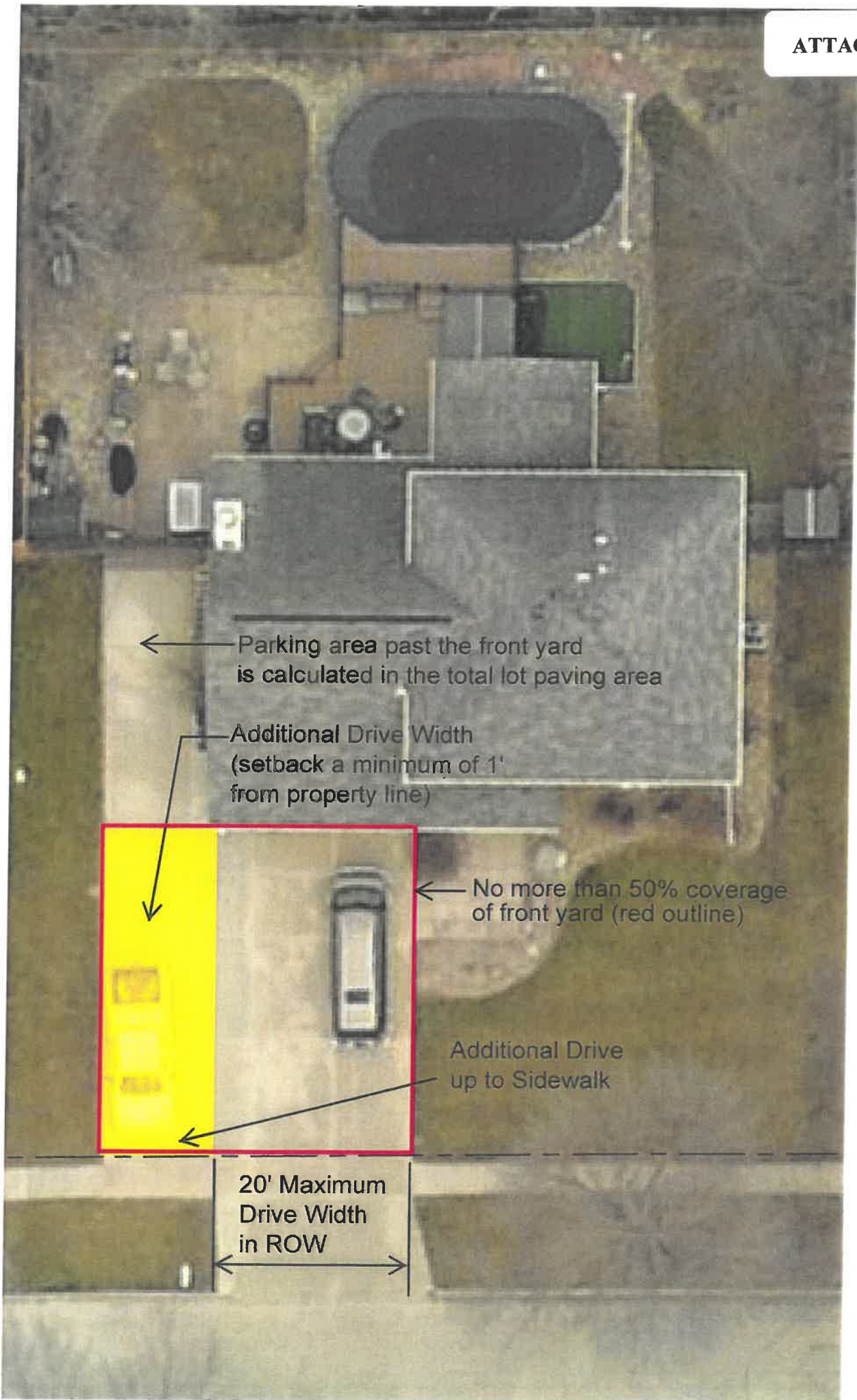


Additional Drive Width
either side of drive
(setback a minimum of 1'
from property line)

No more than 50% coverage
of front yard (red outline)

20' Maximum
Drive Width at
property line

10' From
Property Line



← Parking area past the front yard is calculated in the total lot paving area

Additional Drive Width (setback a minimum of 1' from property line)

← No more than 50% coverage of front yard (red outline)

Additional Drive up to Sidewalk

20' Maximum Drive Width in ROW

Prepared by: B. Portz, West Des Moines Development Services, PO Box 65320, West Des Moines, IA 50265. 515-222-3620
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, TITLE 9 (ZONING), CHAPTER 15 (OFF-STREET PARKING AND LOADING), SECTION 4 (GENERAL OFF-STREET PARKING REGULATIONS), AND SECTION 6 (DESIGN STANDARDS) TO MODIFY REGULATIONS FOR INDIVIDUAL RESIDENTIAL DRIVEWAYS

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

Section 1. Amendment. Title 9: Zoning, Chapter 15 (*Off-Street Parking and Loading*), Section 4 (***OFF-STREET PARKING REGULATIONS***), Subsection B (*Provisions for Residential Uses*) is hereby amended by deleting the highlighted strikethrough text and adding the text in bold, italicized lettering:

B. Provisions For Residential Uses:

1. Paving Required: All parking of vehicles, excluding recreational vehicles and trailers for residential uses that comply with subsection ~~9-5-4A1~~ of this title, shall occur on paved areas and on private property only, and the entire length and width of the vehicles must be on paved surfaces. All parking of recreational vehicles and trailers for residential uses that comply with subsection ~~9-5-4A1~~ of this title shall occur on hard surfaces other than gravel sufficient to support the weight of the recreational vehicle or trailer in question and on private property only, but only the parts of the recreational vehicle or trailer that contact the ground shall be required to be placed on a hard surface. The parked recreational vehicles and trailers which only have the parts that contact the ground placed on a hard surface must be parked adjacent to the existing driveway, garage, or alley. City right of way between the property line and the street shall not be used for parking vehicles. Gravel parking areas existing prior to September 1, 1996, may continue in use; however, in no case shall the total pavement and gravel parking area exceed ~~seven~~ **twenty** percent (~~7~~ **20**%) of the square footage of the lot. Paved driveways and any associated off street parking areas within the front yard of a single-family detached residence shall not occupy greater than fifty percent (50%) of the area between the ~~building setback line~~ **primary wall of the front plane of the dwelling structure** and public right of way. ~~Any off-street parking area at a residence other than a paved driveway shall also not provide greater than one parking space in addition to that provided in the traveled portion of the driveway.~~

Section 2. Amendment. Title 9: Zoning, Chapter 15 (*Off-Street Parking and Loading*), Section 6 (***DESIGN STANDARDS***), Subsection C (*Driveways*) is hereby amended by deleting the highlighted strikethrough text and replacing it with the text in bold, italicized lettering:

C. Driveways: With respect to driveways, all of the following shall apply:

- ~~3. Driveways for individual single-family detached or attached townhouse style residences on private property shall not be greater than twenty feet (20') in width between the public street roadway and a point of setback ten feet (10') from the right of way.~~

3. *Individual residential driveways on private property shall not be greater than twenty feet (20') in width at the street right of way line. The driveway may flare out at an angle on both sides of the driveway toward a point situated ten feet (10') from the right of way line to create additional parking spaces within the driveway as long as the total paving for the parking of vehicles does not exceed fifty percent (50%) of the area between the right of way line and the primary wall of the front plane of the dwelling structure. All paving must maintain a minimum setback of one foot (1') from a side property line. Any retaining walls must comply with setbacks as defined in Chapter 14 of this title.*

Section 3. Repealer. All ordinances or parts of ordinances in conflict with the provision of this ordinance are hereby repealed.

Section 4. Savings Clause. If any section, provision, 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 5. Violations and Penalties. Any person who violates the provisions of this Ordinance upon conviction shall be punished as set forth in Section 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 from and after its passage, approval and publication as provided by law.

Passed by the City Council on the ____ day of _____, 2018, and approved this ____ day of _____, 2018.

Steven K. Gaer, Mayor

ATTEST:

Ryan T Jacobson
City Clerk

The foregoing Ordinance No. _____ was adopted by the Council for the City of West Des Moines, Iowa, on _____, 2018, and was published in the Des Moines Register on _____, 2018.

Ryan T. Jacobson
City Clerk

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

DATE: September 4, 2018

ITEM: Resolution – Acceptance of bid for the sale of real property
- Lot 13 in Block 2 in Jack’s Addition to the Town of Commerce
(at 4097 High Street)

FINANCIAL IMPACT: \$8,000.00

SYNOPSIS: On August 29, 2018, following approval by the City Council to advertise the sale of property described as Lot 13 in Block 2 in Jack’s Addition to the Town of Commerce (at 4097 High Street), the City received the attached two bids, with the highest bid of \$8,000 from Leon McCullough. As part of Mr. McCullough’s bid, he has agreed to execute a Purchase Agreement no later than September 7, 2018.

The attached resolution accepts the bid from Leon McCullough allowing sale of the property contingent upon execution of the Purchase Agreement.

OUTSTANDING ISSUES: Successful bidder must pay bid price by October 4, 2018, in exchange for the quit claim deed to the property.

RECOMMENDATION: Accept bid for the sale of real property - Lot 13 in Block 2 in Jack’s Addition to the Town of Commerce (at 4097 High Street)

Lead Staff Member: Greta Truman, Assistant City Attorney

STAFF REVIEWS

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

PUBLICATION(S) (if applicable)

Published In	Des Moines Register
Dates(s) Published	August 17, 2018

SUBCOMMITTEE REVIEW (if applicable)

Committee	Finance & Administration		
Date Reviewed	April 11, 2018		
Recommendation	Yes X	No	Split

OFFICAL BID SHEET – Purchase of City-Owned Lot: Lot 13 in Block 2 in Jack's Addition to the Town of Commerce, now including and forming a part of the City of West Des Moines, Polk County, Iowa, except the south five (5) feet thereof, subject to any and all easements and encumbrances including, but not limited to, an easement filed of record December 12, 1995, at Book 7311, Page 873 in the office of the Polk County Recorder.

BIDS DUE NO LATER THAN 2:00 PM, WEDNESDAY, AUGUST 29, 2018

BID..... \$8,000 - Eight thousand dollars \$ 8,000.

The undersigned understands that the City reserves the right to reject any or all proposals or to waive any formality or technicality established by the owner and agrees to all terms and conditions contained in the **PURCHASE AGREEMENT**.

Bid submitted by:

INDIVIDUAL / BUSINESS NAME: Leon McCallough
BY: Leon McCallough TITLE: Resident of W.D.M.
INDIVIDUAL / BUSINESS ADDRESS: 2055 S. 41st Court
CITY/STATE: West Des Moines IA ZIP: 50265
PHONE: 515 490 3337 EMAIL: leon.mccallough@clowvalve.com DATE OF BID: 8-29-18
PHONE: _____ ADDRESS: _____

BIDDER'S ACKNOWLEDGMENT AND ACCEPTANCE OF ABOVE DOCUMENT

Leon McCallough DATE: 8-17-18

DATE: _____

Submit in a sealed envelope, plainly marked "Bid for City-Owned Lot: Lot 13 in Block 2 in Jack's Addition to the Town of Commerce" to:

City Clerk's Office
West Des Moines City Hall
4200 Mills Civic Parkway, Suite 2B
PO Box 65320
West Des Moines, Iowa 50265

OFFICAL BID SHEET – Purchase of City-Owned Lot: Lot 13 in Block 2 in Jack's Addition to the Town of Commerce, now including and forming a part of the City of West Des Moines, Polk County, Iowa, except the south five (5) feet thereof, subject to any and all easements and encumbrances including, but not limited to, an easement filed of record December 12, 1995, at Book 7311, Page 873 in the office of the Polk County Recorder.

BIDS DUE NO LATER THAN 2:00 PM, WEDNESDAY, AUGUST 29, 2018

BID..... \$ 3,000⁰⁰

The undersigned understands that the City reserves the right to reject any or all proposals or to waive any formality or technicality established by the owner and agrees to all terms and conditions contained in the **PURCHASE AGREEMENT**.

Bid submitted by:

INDIVIDUAL / BUSINESS NAME: Savannah Homes, Inc.

BY: Ted Grob TITLE: President

INDIVIDUAL / BUSINESS ADDRESS: 800 S. 50th St., Suite 101

CITY/STATE: WDM, IA ZIP: 50265

PHONE: 221-2333 EMAIL: bldrone@aol.com DATE OF BID: 8-20-18

PHONE: _____ ADDRESS: _____

BIDDER'S ACKNOWLEDGMENT AND ACCEPTANCE OF ABOVE DOCUMENT

Ted Grob President DATE: 8-20-2018

DATE: _____

Submit in a sealed envelope, plainly marked "Bid for City-Owned Lot: Lot 13 in Block 2 in Jack's Addition to the Town of Commerce" to:

**City Clerk's Office
West Des Moines City Hall
4200 Mills Civic Parkway, Suite 2B
PO Box 65320
West Des Moines, Iowa 50265**

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

DATE: September 4, 2018

ITEM: Resolution – Acceptance of bid for the sale of real property
- West One-Half of Vacated 41st Street (at 4097 High Street)

FINANCIAL IMPACT: \$3,000.00

SYNOPSIS: On August 29, 2018, following approval by the City Council to advertise the sale of property described as a portion of the west one-half of vacated 41st Street (at 4097 High Street), the City received one bid, attached, of \$3,000 from Leon McCullough. As part of Mr. McCullough’s bid, he has agreed to execute a Purchase Agreement no later than September 7, 2018.




The attached resolution accepts the bid from Leon McCullough allowing sale of the property contingent upon execution of the Purchase Agreement.

OUTSTANDING ISSUES: Successful bidder must pay bid price by October 4, 2018, in exchange for the quit claim deed to the property.

RECOMMENDATION: Accept bid for the sale of real property - West One-Half of Vacated 41st Street (at 4097 High Street)

Lead Staff Member: Greta Truman, Assistant City Attorney

STAFF REVIEWS

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

PUBLICATION(S) (if applicable)

Published In	Des Moines Register
Dates(s) Published	August 17, 2018

SUBCOMMITTEE REVIEW (if applicable)

Committee	Finance & Administration		
Date Reviewed	April 11, 2018		
Recommendation	Yes X	No	Split

OFFICAL BID SHEET – Bid for City Property: The west one-half of vacated 41st Street adjoining Lot 13 in Block 2, Jack’s Addition to the Town of Commerce, now included in and forming a part of the City of West Des Moines, Polk County, Iowa, except the east six (6) feet thereof and the south five (5) feet thereof, subject to any and all easements and encumbrances including, but not limited to an easement filed of record December 12, 1995, at Book 7311, Page 873 in the office of the Polk County Recorder and a ten foot wide permanent access easement to be established for the benefit of 2055 S. 41st Court, West Des Moines.

BIDS DUE NO LATER THAN 2:00 PM, WEDNESDAY, AUGUST 29, 2018

BID Three thousand dollars \$ 3,000.-

The undersigned understands that the City reserves the right to reject any or all proposals or to waive any formality or technicality established by the owner and agrees to all terms and conditions contained in the **PURCHASE AGREEMENT**.

Bid submitted by:

INDIVIDUAL / BUSINESS NAME: Leon McCallough

BY Leon McCallough TITLE: President of M.D.M

INDIVIDUAL / BUSINESS ADDRESS: 2055 S. 41st Court

CITY/STATE: West Des Moines IA ZIP: 50265

PHONE: 515 490 3337 EMAIL: leon.mccallough@lowvalve.com DATE OF BID: 8-29-18

PHONE: _____ ADDRESS: _____

BIDDER’S ACKNOWLEDGMENT AND ACCEPTANCE OF ABOVE DOCUMENT

Leon McCallough DATE: 8-17-18

DATE: _____

Submit in a sealed envelope, plainly marked “Bid for City Property – The west one-half of vacated 41st Street” to:

City Clerk’s Office
West Des Moines City Hall
4200 Mills Civic Parkway, Suite 2B
PO Box 65320
West Des Moines, Iowa 50265

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

DATE: September 4, 2018

ITEM: Browns Woods Estates, South of SE Browns Woods Drive on the west side of Veterans Parkway – Approval of Preliminary Plat to subdivide property into 75 single family lots, one outlot for detention, one outlot for park use, and five lots for public streets – Venture Homes LLC – PP-003514-2017

RESOLUTION: Approval of a Preliminary Plat

FINANCIAL IMPACT: Undetermined.

BACKGROUND: The applicant, Venture Homes LLC, represented by Keven Crawford of Cooper-Crawford and Associates, is requesting approval of a Preliminary Plat for approximately 39.297 acres located west of Veterans Parkway south of SE Browns Woods Drive. The applicant proposes to subdivide the property into 75 lots for single family development, 5 public street lots, and 2 outlots for storm water detention and park use (see Exhibit I - Attachment B – Location Map and Attachment C – Preliminary Plat)

Plan and Zoning Commission Action:

Vote: 6-0 approval, Commissioner Drake absent

Date: August 27, 2018

Motion: Adopt a resolution recommending the City Council approve the Preliminary Plat

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 (July 24, 2017)*
- 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 approve the Preliminary Plat to create 75 lots for single family development, one outlot for detention, one outlot for park use, and five lots for public streets, subject to the applicant meeting all City Code requirements and the following:

1. The applicant providing final drawings of the preliminary plat which address staff comments, prior to the construction of any improvements on the site.
2. Applicant acknowledging that the associated final plat must be approved and released for recordation by the City and recorded with the County prior to the issuance of any building permits, including footing and foundation permits for any lot within the plat.

Lead Staff Member: Kara Traeger, 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	July 24, 2017		
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
 - Exhibit A – Conditions of Approval
 - Attachment B - Location Map
 - Attachment C - Preliminary Plat
- Exhibit II - City Council Resolution
 - Exhibit A – Conditions of Approval

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

Meeting Date: August 27, 2018

Item: Browns Woods Estates, South of Browns Woods Drive on the west side of Veterans Parkway – Approval of Preliminary Plat to subdivide property into 75 single family lots, one outlot for detention, one outlot for park use, and five lots for public streets – Venture Homes LLC – PP-003514-2017

Requested Action: Recommend Approval of Preliminary Plat

Case Advisor: Kara Tragesser, AICP *KAT*

Applicant's Request: The applicant, Venture Homes LLC, represented by Keven Crawford of Cooper-Crawford and Associates, is requesting approval of a Preliminary Plat for approximately 39.297 acres located west of Veterans Parkway south of Browns Woods Drive. The applicant proposes to subdivide the property into 75 lots for single family development, 5 public street lots, and 2 outlots for storm water detention and park use (see Attachment B – Location Map and Attachment C – Preliminary Plat).

History: The property is undeveloped. The property was rezoned from Residential Estate to a combination of RS-30 (minimum lot size of 30,000 sq. ft.) and Residential Single Family (R-1) in 2017. The RS 30 lots are located on the north side of the plat and the west side of the plat.

City Council Subcommittee: This item was presented to the Development and Planning City Council Subcommittee on July 24, 2017, 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. 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.

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 Preliminary Plat to create 75 lots for single family development, 2 outlots for park use and storm water detention, and 5 public street lots, subject to the applicant meeting all City Code requirements and the following:

1. The applicant providing final drawings of the preliminary plat which address staff comments, prior to the construction of any improvements on the site.
2. Applicant acknowledging that the associated Final plat must be approved and released for recordation by the City and recorded with the County prior to the issuance of any building permits, including footing and foundation permits for any lot within the plat;

Applicant: Venture Homes LLC
475 S. 50th Street, Suite 100
West Des Moines IA 50265
515-327-1700

Owners: Same as above

Applicant's Representatives: Keven Crawford
Cooper Crawford & Associates
475 S. 50th Street, Suite 800
West Des Moines IA 50265

ATTACHMENTS:

Attachment A - Plan and Zoning Commission Resolution
Exhibit A – Conditions of Approval
Attachment B - Location Map
Attachment C - Preliminary Plat

RESOLUTION NO. PZC18-057

A RESOLUTION OF THE PLAN AND ZONING COMMISSION OF THE CITY OF WEST DES MOINES, RECOMMENDING TO THE CITY COUNCIL THAT IT APPROVE A PRELIMINARY PLAT TO SUBDIVIDE PROPERTY INTO 75 LOTS FOR SINGLE FAMILY DEVELOPMENT, 5 PUBLIC STREET LOTS, AND 2 OUTLOTS

WHEREAS, pursuant to the provisions of Title 10, Chapter 1 et seq, of the West Des Moines Municipal Code, the applicant, Venture Homes LLC, has requested approval for a Preliminary Plat (PP-003514-2017) to create 75 single family residential lots, 5 public street lots, and 2 outlots on a 39.297 acres site located west of Veterans Parkway and South of Browns Woods Drive;

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 August 27, 2018, this Commission held a duly-noticed public meeting to consider the application for a Preliminary Plat;

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 meeting are adopted.

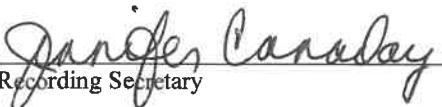
SECTION 2. The Preliminary Plat to subdivide the property into 75 single family residential lots, 5 public street lots, and 2 outlots, is recommended to the City Council for approval, subject to compliance with all the conditions in the staff report including conditions added at the meeting, and attached hereto as Exhibit "A." Violation of any such conditions shall be grounds for revocation of the permit, as well as any other remedy which is available to the City.

PASSED AND ADOPTED on August 27, 2018.



Craig Erickson, Chair
Plan and Zoning Commission

ATTEST:

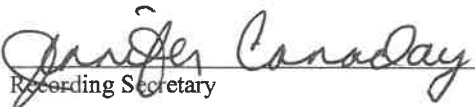


Recording Secretary

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 August 27, 2018, by the following vote:

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

ATTEST:



Recording Secretary

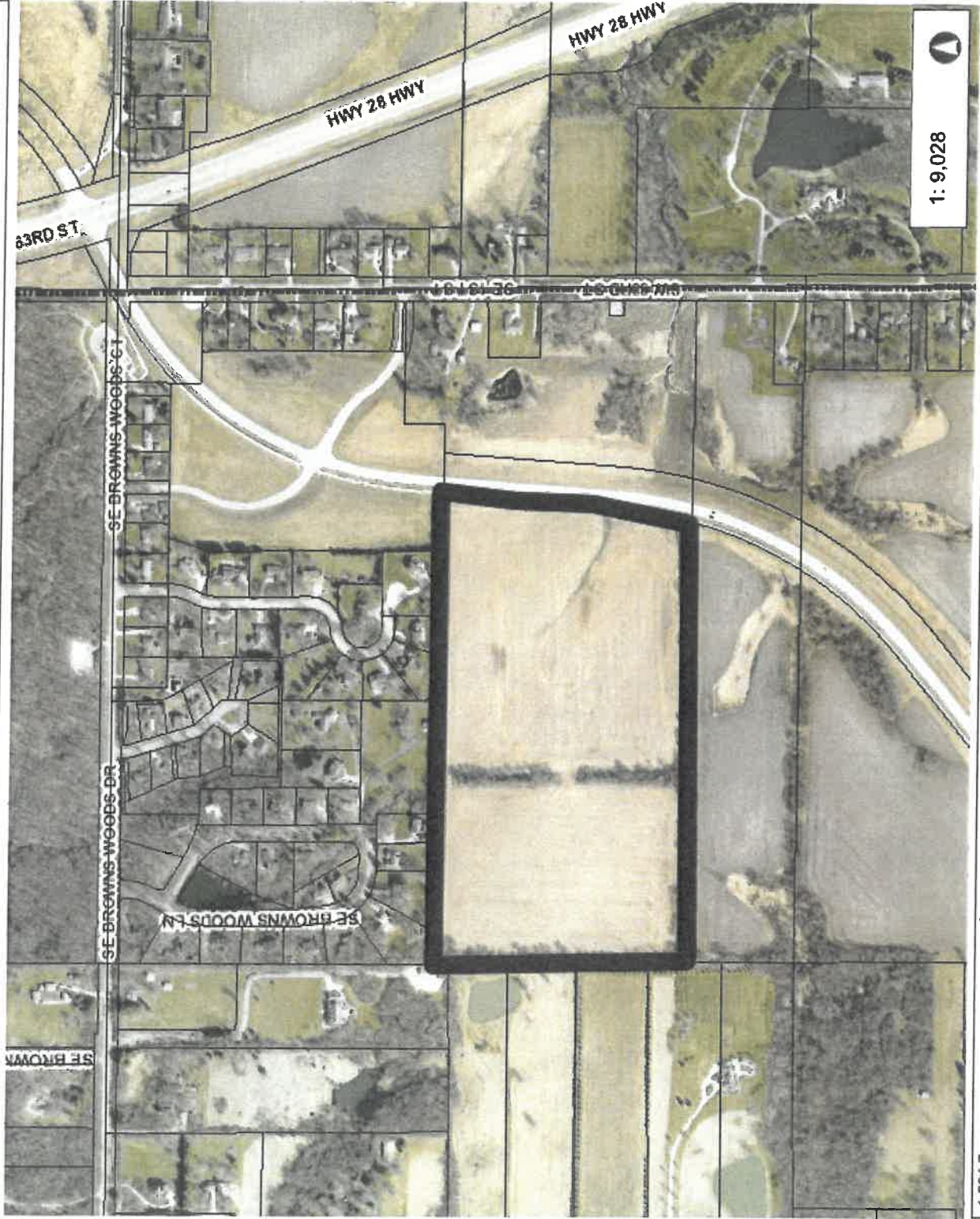
Exhibit A
CONDITIONS OF APPROVAL

1. The applicant providing final drawings of the preliminary plat which address staff comments, prior to the construction of any improvements on the site.
2. Applicant acknowledging that the associated Final plat must be approved and released for recordation by the City and recorded with the County prior to the issuance of any building permits, including footing and foundation permits for any lot within the plat;



- Legend**
- Corporate Limits
 - Parcels

Browns Woods Estates



1: 9,028

0 752.33 1,504.7 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

1,504.7
 WGS_1984_Web_Mercator_Auxiliary_Sphere
 © City of West Des Moines, Iowa

PRELIMINARY PLAT BROWNS WOODS ESTATES

Sheet 1 of 9

ZONING
RES-30

PROPOSED: R-1 (LOTS 52-24-70)
RES-30 (LOTS 1 & 23)

COMPREHENSIVE PLAN
EXISTING: SF - SINGLE FAMILY RESIDENTIAL
PROPOSED: SF - SINGLE FAMILY RESIDENTIAL

LAND USE DENSITY
PROPOSED: SINGLE FAMILY RESIDENTIAL (LBS UNITS/ACRES)
EXISTING: SINGLE FAMILY RESIDENTIAL (LBS UNITS/ACRES)

SETBACKS
FRONT: 30' (ALONG NORTH PLAT BOUNDARY)
SIDE: 10' (ALONG NORTH PLAT BOUNDARY)
REAR: 10' (ALONG NORTH PLAT BOUNDARY)
SIDE: 5' (ALONG NORTH PLAT BOUNDARY)
SIDE: 5' MIN. (OF TOTAL)
SIDE: 5' MIN. (OF TOTAL)

LEGAL DESCRIPTION
Beginning at Northwest Corner of the Northwest 1/4 of the Northwest 1/4 of the Township 25 North, Range 26 West of the 5th P.M., Merriam Township, 25th County, Iowa, said being in said being here partitioned as follows:
Beginning at Northwest Corner of the Northwest 1/4 of the Northwest 1/4 of the Township 25 North, Range 26 West of the 5th P.M., Merriam Township, 25th County, Iowa, said being in said being here partitioned as follows:
SECTION 25, T25N, R26W, S20E, (ALONG NORTH PLAT BOUNDARY)
SECTION 25, T25N, R26W, S20E, (ALONG NORTH PLAT BOUNDARY)
SECTION 25, T25N, R26W, S20E, (ALONG NORTH PLAT BOUNDARY)
SECTION 25, T25N, R26W, S20E, (ALONG NORTH PLAT BOUNDARY)
SECTION 25, T25N, R26W, S20E, (ALONG NORTH PLAT BOUNDARY)
SECTION 25, T25N, R26W, S20E, (ALONG NORTH PLAT BOUNDARY)
SECTION 25, T25N, R26W, S20E, (ALONG NORTH PLAT BOUNDARY)
SECTION 25, T25N, R26W, S20E, (ALONG NORTH PLAT BOUNDARY)
SECTION 25, T25N, R26W, S20E, (ALONG NORTH PLAT BOUNDARY)
SECTION 25, T25N, R26W, S20E, (ALONG NORTH PLAT BOUNDARY)

Said tract of land contains 99,297 acres more or less.
Said tract of land being subject to all encumbrances of record.

LEGEND
EXISTING/PROPOSED
PLAT BOUNDARY
SANITARY SEWER LINE
WATER MAIN & SIZE
MANHOLE
STORM DRAINAGE
VALVE
E.E.S.
EXISTING CONTOURS
PROPOSED CONTOURS
SILT FRINGE OR APPROVED VEGETATION SCORE

CERTIFICATION
I, the undersigned, being a duly licensed Professional Engineer in the State of Iowa, do hereby certify that the foregoing is a true and correct statement of the facts on file in my office as of this date.
DATE: 12/12/2011
REVISION: 1/12/2012
REVISION: 2/12/2012

COOPER CRAWLI & ASSOCIATES, L.L.C.
CIVIL ENGINEERS
475 S. 30th Street, Suite 100, West Des Moines, Iowa 50265
PHONE: 515.281.1314
FAX: 515.281.1314
DATE: 12/12/2011
REVISION: 1/12/2012
REVISION: 2/12/2012

SCALE: 1"=100'
APPROVED: [Signature]
OVERALL PLAN
BROWNS WOODS ESTATES

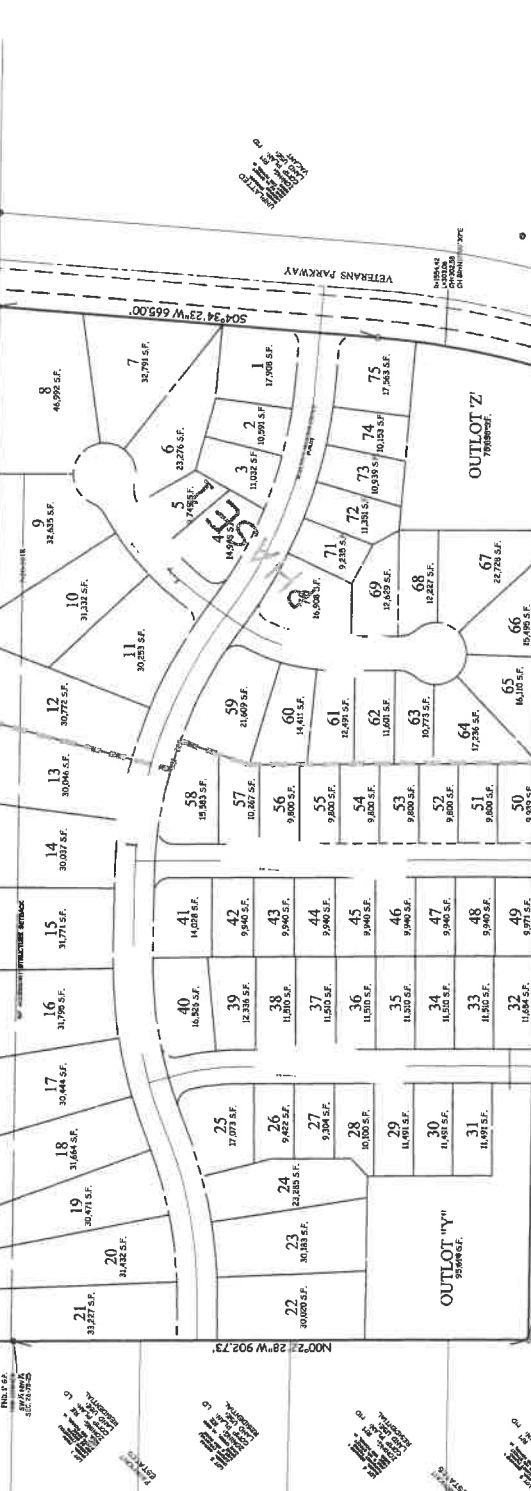
ATTACHMENT C



OWNER/APPLICANT
West Des Moines Water Works
475 S. 30th Street, Suite 100
West Des Moines, IA 50265
(515) 281-1300

NOTES
1. ALL WORK SHALL BE DONE IN ACCORDANCE WITH THE IOWA WATER WORKS STANDARDS SPECIFICATIONS.
2. THE WATER MAIN SHALL BE INSTALLED IN ACCORDANCE WITH THE IOWA WATER WORKS STANDARDS SPECIFICATIONS.
3. THE SANITARY SEWER SHALL BE INSTALLED IN ACCORDANCE WITH THE IOWA WATER WORKS STANDARDS SPECIFICATIONS.
4. THE UTILITY LINES SHALL BE INSTALLED IN ACCORDANCE WITH THE IOWA WATER WORKS STANDARDS SPECIFICATIONS.
5. THE LANDSCAPE PLAN SHALL BE INSTALLED IN ACCORDANCE WITH THE IOWA WATER WORKS STANDARDS SPECIFICATIONS.

UTILITIES
WATER SERVICE - WEST DES MOINES WATER WORKS
SANITARY SERVICE - CITY OF WEST DES MOINES SANITARY SEWER SYSTEM
30" BURIED PARK EASEMENT
FOR WEST DES MOINES TOWNSHIP ORDINANCE

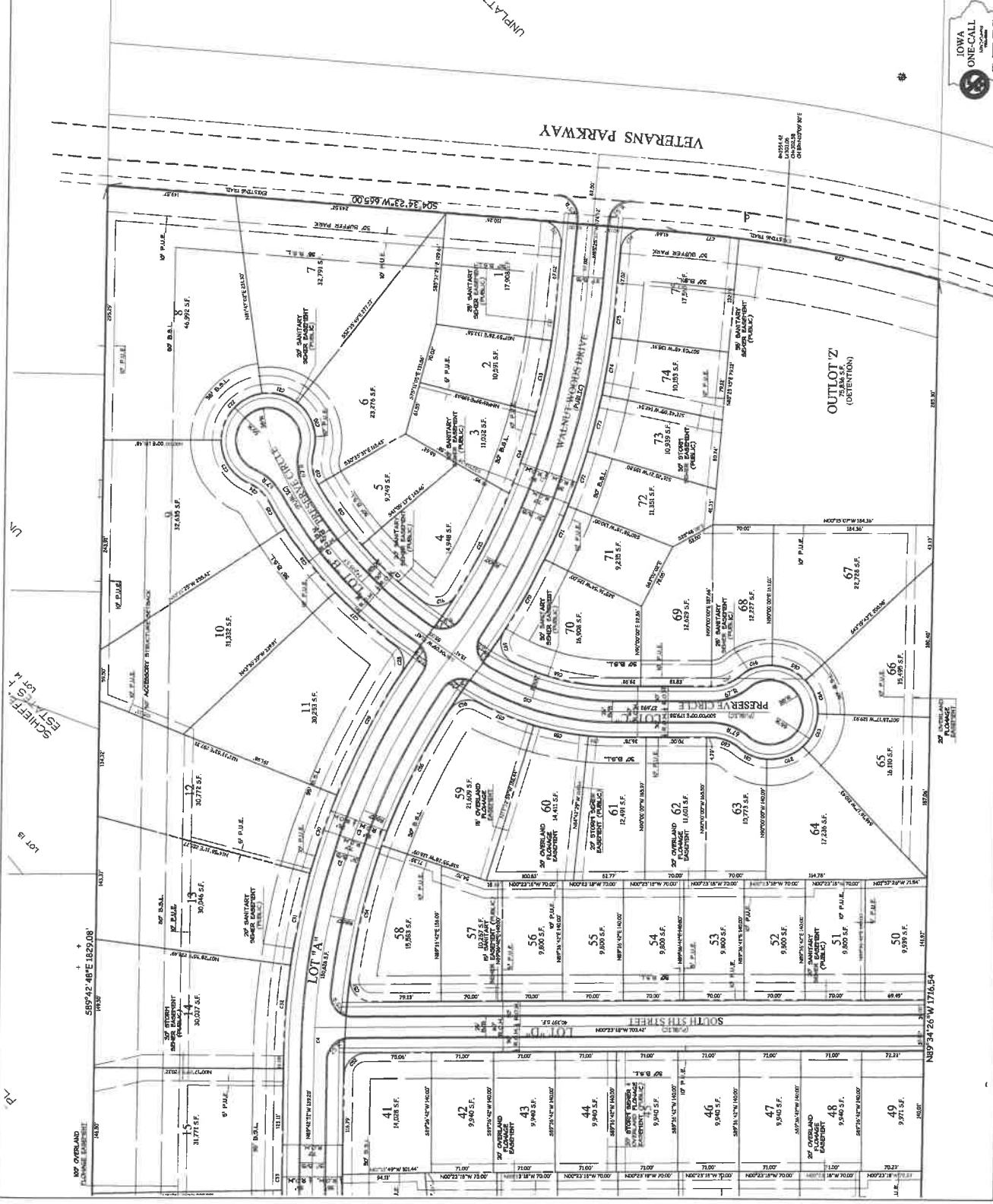


BENCHMARKS
BENCH 1
ELEVATION: 1183.25 (MVDOR Bench)
BENCH 2
ELEVATION: 1183.25 (MVDOR Bench)
BENCH 3
ELEVATION: 1183.25 (MVDOR Bench)

COOPER CRAWLI & ASSOCIATES, L.L.C.
CIVIL ENGINEERS
475 S. 30th Street, Suite 100, West Des Moines, Iowa 50265
PHONE: 515.281.1314
FAX: 515.281.1314
DATE: 12/12/2011
REVISION: 1/12/2012
REVISION: 2/12/2012

IOWA
ON-CALL
REGISTERED PROFESSIONAL ENGINEER
No. 62205

PRELIMINARY PLAT BROWNS WOODS ESTATES Sheet 2 of 9



BENCHMARKS
 WDM #200
 Intersection of South 1st Street and Schaefer Island Avenue, 133 Feet
 West of the centerline of South 1st Street, Standard Benchmark.
 Elevation: 161.78 (MVD datum)
 WDM #201
 Intersection of South 1st Street and Schaefer Island Avenue, 133 Feet
 West of the centerline of South 1st Street, Standard Benchmark.
 Elevation: 161.78 (MVD datum)
 WDM #202
 Intersection of South 1st Street and Schaefer Island Avenue, 133 Feet
 West of the centerline of South 1st Street, Standard Benchmark.
 Elevation: 161.78 (MVD datum)

- LEGEND**
- EXISTING/PROPOSED
 - PLAT BOUNDARY
 - STORM SEWER SIZE
 - WATER MAIN SIZE
 - MANHOLE
 - STORM INTAKE
 - FIRE HYDRANT
 - W.P.
 - E.P.
 - EXISTING CONTOURS
 - PROPOSED CONTOURS
 - SILT FENCE OR APPROVED EROSION CONTROL

COOPER CRAWFORD & ASSOCIATES, L.L.C.
 CIVIL ENGINEERS
 475 S. 50th STREET, SUITE 100, DES MOINES, IOWA 50315
 PHONE: 515.281.1313 FAX: 515.281.1314
 DATE: 04-20-11
 KEYWORD: 14-0011
 JOB NUMBER: CC
 INITIALS: ASB/ST
 SCALE: 1" = 50'
 APPROVED: [Signature]
 DIMENSION PLAN (EAST)
 SHEET 2 OF 9
 BROWNS WOODS ESTATES



PRELIMINARY PLAT BROWNS WOODS ESTATES Sheet 3 of 9



BENCHMARKS

WALKER 27
 200' E of Brown Wood Drive, 20' East of entrance to Brown Woods
 200' West of South 3rd Street, 20' North of centerline of Brown Wood Drive. Standard
 Benchmark.
 Elevation: 915.60 (NAVD88 Datum)
 141.12' (WOM datum)

WALKER 28
 200' E of South 3rd Street and 20' East of entrance to Brown Woods
 200' West of South 3rd Street, 20' North of centerline of Brown Wood Drive. Standard
 Benchmark.
 Elevation: 915.85 (NAVD88 Datum)
 189.84' (WOM datum)

LEGEND

- EXISTING/PROPOSED
- PLAT BOUNDARY
- STORM SEWER & GUTTER
- WATER MAIN & SIZE
- WATER MAIN & SIZE
- MANHOLE
- STORM INTAKE
- FIRE HYDRANT
- VALVE
- POLE
- EXISTING CONTOURS
- PROPOSED CONTOURS
- SELF TENSE OR
- APPROVED FILTRATION: SOLE

COOPER CRAWFORD
 & ASSOCIATES, L.L.C.
 CIVIL ENGINEERS

475 S. 5th Street, Des Moines, Iowa 50315
 PHONE: 515.281.1111 FAX: 515.281.1112
 DATE: 04-20-2018
 JOB NUMBER: CC-1864

APPROVED: [Signature]
 SCALE: 1"=50'
 INITIALS: [Signature]
 DIMENSION PLAN (WEST)
 SHEET 3 OF 9

IOWA
 ONE-CALL
 800-735-3274

ATTACHED

PRELIMINARY PLAT BROWNS WOODS ESTATES Sheet 4 of 9

BENCHMARKS

WOM #107
200' BEAR Brown Woods Drive, 20' East of entrance to Browns Woods
Elevation: 615.50 (WOM datum)

WOM #108
Intersection of South 1st Street and Southwest Leland Avenue, 133' East
of intersection of South 1st Street and South 2nd Street, 475' East
of the centerline of South 1st Street. Standard Benchmark.
Elevation: 615.85 (NAD83 datum)

WOM #109
189.84' (WOM datum)

LEGEND

- EXISTING/PROPOSED
- PLAT BOUNDARY
 - STORM SEWER & SIZE
 - SANITARY SEWER & SIZE
 - MANHOLE & SIZE
 - STORM INTAKE
 - FIRE HYDRANT
 - VALVE
 - F.E.S.
 - EXISTING CONTOURS
 - PROPOSED CONTOURS
 - SILT TRAP OR APPROVED FILTRATION SOCK

COOPER CRAWFORD & ASSOCIATES, L.L.C.
CIVIL ENGINEERS

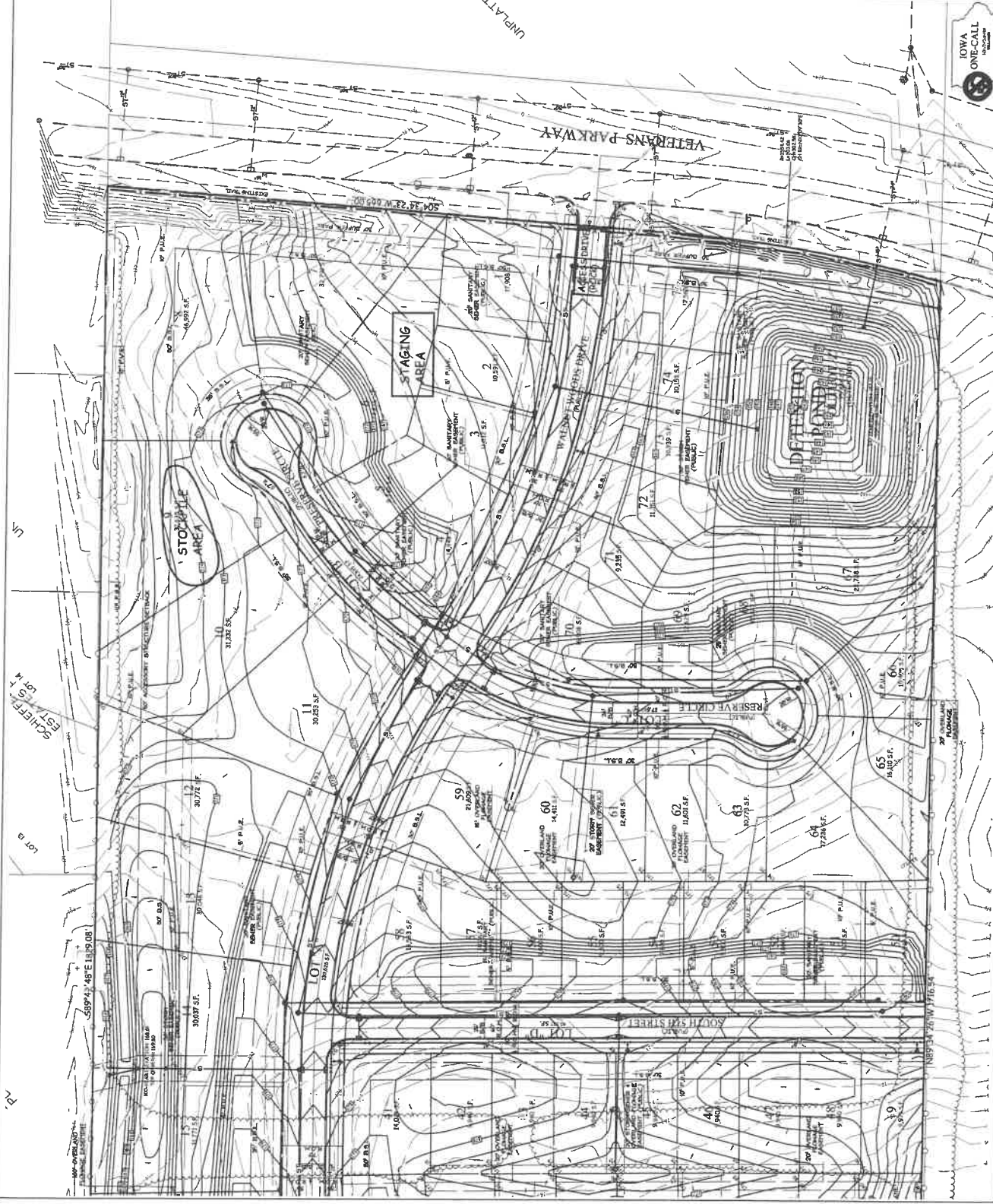
475 S. 90th STREET, SUITE 100, WEST DES MOINES, IOWA 50365
PHONE: 515.281.1344 FAX: 515.281.1345
DATE: 12.23.2017

JOHN NUMBER: **CC**
REVISIONS: 2-20-2018 1/1/2021

SCALE: 1"=50'
APPROVED: [Signature]

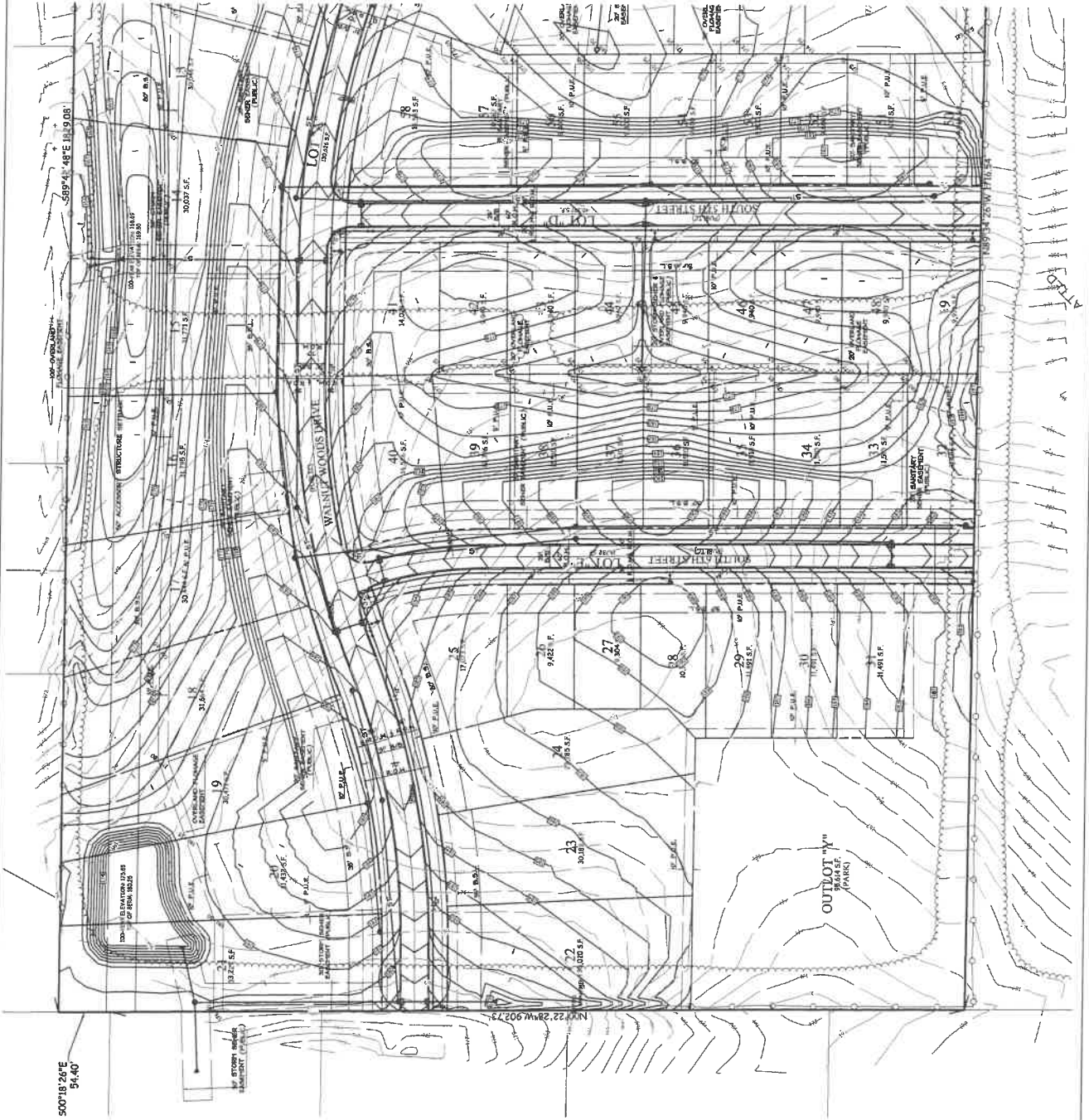
INTERNAL: [Signature]
GRADING PLAN (PART)
1864

SHEET 4 OF 9
BROWNS WOODS ESTATES



UNPLATT

PRELIMINARY PLAT BROWNS WOODS ESTATES Sheet 5 of 9



BENCHMARKS

WOM 18720
 200' West of Browns Wood Drive, 20' East East of entrance to Browns Woods Estates. Elevation: 103.57 (WOM datum)

WOM 18721
 Intersection of South Elm Street and Southwest Laurel Avenue, 133' East of West of Browns Wood Drive, 20' East East of entrance to Browns Woods Estates. Elevation: 103.84 (WOM datum)

WOM 18722
 Intersection of South Elm Street and Southwest Laurel Avenue, 133' East of West of Browns Wood Drive, 20' East East of entrance to Browns Woods Estates. Elevation: 103.84 (WOM datum)

LEGEND

- EXISTING/PROPOSED
- PLAT BOUNDARY
- STORM SEWER & SIZE
- SEWER & SIZE
- MANHOLE & SIZE
- STORM INTAKE
- FIRE HYDRANT
- VALVE
- PEL
- EXISTING CONTOURS
- PROPOSED CONTOURS
- SILT FENCE OR APPROVED FILTRATION SOCK

COOPER CRAWFORD & ASSOCIATES, L.L.C.
 CIVIL ENGINEERS
 475 S. 50th STREET, SUITE 800, WEST DES MOINES, IOWA 50365
 PHONE: 515.281.1144 FAX: 515.281.1145
 DATE: 2-23-2018 REVISIONS: 2-23-2018

JOB NUMBER: CC
 SHEET NUMBER: 1864
 SHEET 5 OF 9
 GRADING PLAN (WEST)
 BROWNS WOODS ESTATES



PRELIMINARY PLAT BROWNS WOODS ESTATES Sheet 8 of 9

GENERAL NOTES:

1. ALL DIMENSIONS ARE MEASURED IN FEET UNLESS OTHERWISE NOTED. APPROVAL OF LANDSCAPE ARCHITECTURE SHALL BE OBTAINED PRIOR TO CONSTRUCTION OF ANY PLANTING LOCATED IN FIELD BROWNS WOODS ESTATES. APPROVAL OF LANDSCAPE ARCHITECTURE SHALL BE OBTAINED PRIOR TO CONSTRUCTION OF ANY PLANTING LOCATED IN FIELD BROWNS WOODS ESTATES. APPROVAL OF LANDSCAPE ARCHITECTURE SHALL BE OBTAINED PRIOR TO CONSTRUCTION OF ANY PLANTING LOCATED IN FIELD BROWNS WOODS ESTATES.

BUFFER REQUIREMENTS

REQUIRED: 10' BUFFER FROM ALL ADJACENT LOTS AND ALL SHARED DRIVES.
 REQUIRED: 10' BUFFER FROM ALL ADJACENT LOTS AND ALL SHARED DRIVES.
 REQUIRED: 10' BUFFER FROM ALL ADJACENT LOTS AND ALL SHARED DRIVES.

BUFFER PLANTING SCHEDULE

CODE	PLANT	HEIGHT	SPACING	CONDITION	REFERENCE
AR-2	ARBOREAL	12'-18'	10'-12'	10' BUFFER	SEE PLAN
VD-6	VARIOUS DECIDUOUS	6'-8'	10'-12'	10' BUFFER	SEE PLAN
MP-3	MANICURED PERENNIALS	1'-2'	10'-12'	10' BUFFER	SEE PLAN
PP-2	PERENNIALS	1'-2'	10'-12'	10' BUFFER	SEE PLAN
SC-4	SHRUBS	4'-6'	10'-12'	10' BUFFER	SEE PLAN
VD-4	VARIOUS DECIDUOUS	6'-8'	10'-12'	10' BUFFER	SEE PLAN
PS-4	PERENNIALS	1'-2'	10'-12'	10' BUFFER	SEE PLAN
AC	ARBOREAL	12'-18'	10'-12'	10' BUFFER	SEE PLAN
AB-3	ARBOREAL	12'-18'	10'-12'	10' BUFFER	SEE PLAN
GB-2	GRASS	1'-2'	10'-12'	10' BUFFER	SEE PLAN
CA-6	CORNER PLANTING	6'-8'	10'-12'	10' BUFFER	SEE PLAN
PP-2	PERENNIALS	1'-2'	10'-12'	10' BUFFER	SEE PLAN
GT-1	GRASS	1'-2'	10'-12'	10' BUFFER	SEE PLAN
VD-6	VARIOUS DECIDUOUS	6'-8'	10'-12'	10' BUFFER	SEE PLAN
CC-3	CORNER PLANTING	6'-8'	10'-12'	10' BUFFER	SEE PLAN
MP-3	MANICURED PERENNIALS	1'-2'	10'-12'	10' BUFFER	SEE PLAN
VD-6	VARIOUS DECIDUOUS	6'-8'	10'-12'	10' BUFFER	SEE PLAN
PS-3	PERENNIALS	1'-2'	10'-12'	10' BUFFER	SEE PLAN
GT-2	GRASS	1'-2'	10'-12'	10' BUFFER	SEE PLAN
PP-3	PERENNIALS	1'-2'	10'-12'	10' BUFFER	SEE PLAN
AC-2	ARBOREAL	12'-18'	10'-12'	10' BUFFER	SEE PLAN
SG-6	SHRUBS	4'-6'	10'-12'	10' BUFFER	SEE PLAN
CC-2	CORNER PLANTING	6'-8'	10'-12'	10' BUFFER	SEE PLAN
SG-4	SHRUBS	4'-6'	10'-12'	10' BUFFER	SEE PLAN
VD-6	VARIOUS DECIDUOUS	6'-8'	10'-12'	10' BUFFER	SEE PLAN
IB-3	IRIS	1'-2'	10'-12'	10' BUFFER	SEE PLAN
CA-6	CORNER PLANTING	6'-8'	10'-12'	10' BUFFER	SEE PLAN
AB-5	ARBOREAL	12'-18'	10'-12'	10' BUFFER	SEE PLAN
SG-6	SHRUBS	4'-6'	10'-12'	10' BUFFER	SEE PLAN
PP-3	PERENNIALS	1'-2'	10'-12'	10' BUFFER	SEE PLAN
MP-3	MANICURED PERENNIALS	1'-2'	10'-12'	10' BUFFER	SEE PLAN
SG-6	SHRUBS	4'-6'	10'-12'	10' BUFFER	SEE PLAN
GT-2	GRASS	1'-2'	10'-12'	10' BUFFER	SEE PLAN
CA-6	CORNER PLANTING	6'-8'	10'-12'	10' BUFFER	SEE PLAN
CC-3	CORNER PLANTING	6'-8'	10'-12'	10' BUFFER	SEE PLAN

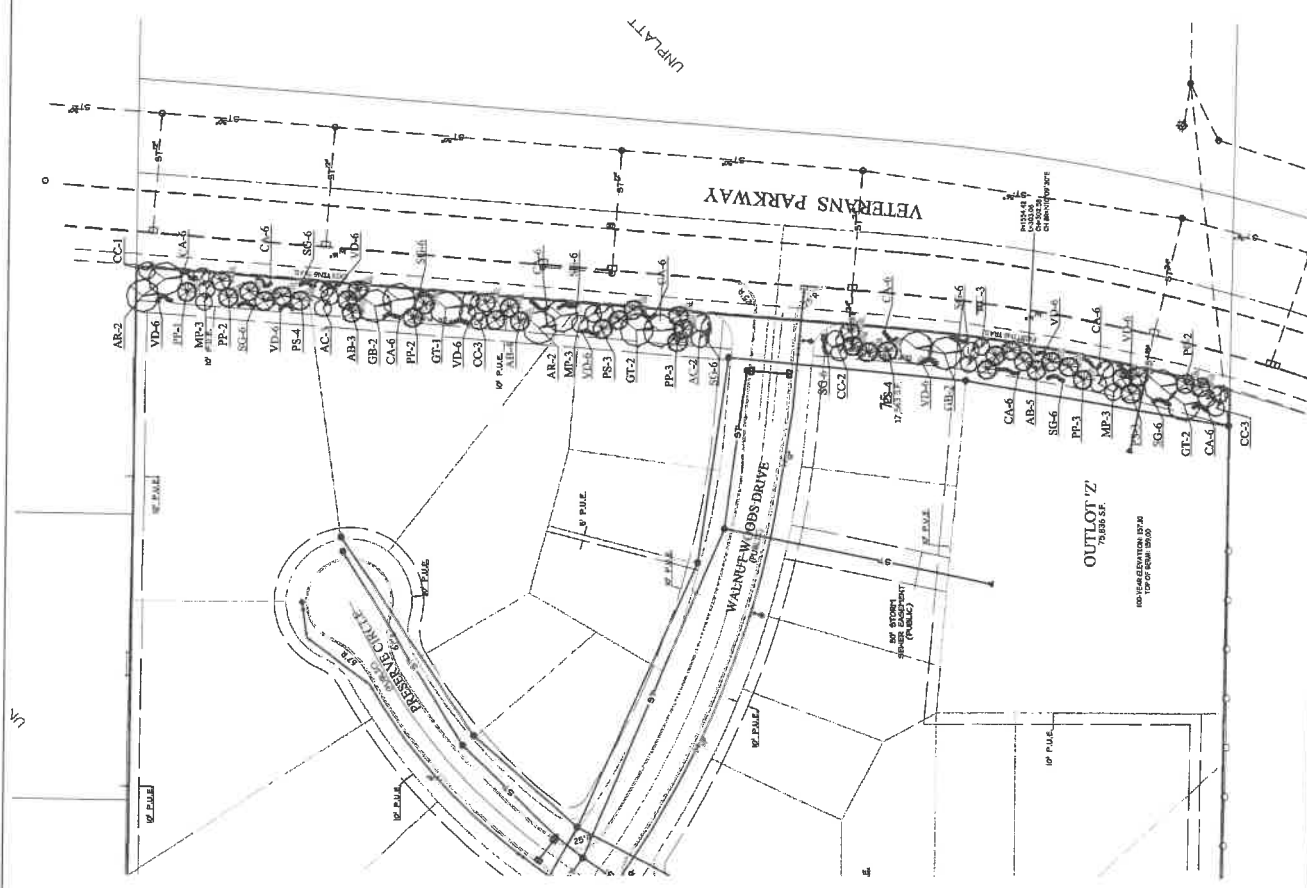
BENCHMARKS

1001 BROWN WOODS DRIVE, 20 FEET EAST OF INTERSECTION TO BROWN WOODS DRIVE
 ELEVATION: 115.50 (NAVD83 DATUM)
 1001 BROWN WOODS DRIVE, 20 FEET WEST OF INTERSECTION TO BROWN WOODS DRIVE
 ELEVATION: 115.50 (NAVD83 DATUM)
 1001 BROWN WOODS DRIVE, 20 FEET EAST OF INTERSECTION TO BROWN WOODS DRIVE
 ELEVATION: 115.50 (NAVD83 DATUM)
 1001 BROWN WOODS DRIVE, 20 FEET WEST OF INTERSECTION TO BROWN WOODS DRIVE
 ELEVATION: 115.50 (NAVD83 DATUM)

LEGEND

- PLAT BOUNDARY
- STORM SEWER & SIZE
- SANITARY SEWER & SIZE
- MANHOLE
- STORM INTAKE
- FIRE HYDRANT
- VALVE
- FEES
- EXISTING CONTOURS
- PROPOSED CONTOURS
- SETBACK OR
- APPROVED FILTRATION SOCK

COOPER CRAWFORD & ASSOCIATES, L.L.C.
 CIVIL ENGINEERS
 475 S. 9th STREET, SUITE 200, WYOMING, IOWA 50265
 PHONE: 515.223.4444 FAX: 515.223.4444
 DATE: 11.14.17 JOB NUMBER: CC
 REVISION: 1.0 SHEET: 1864
 SCALE: 1"=50'
 APPROVED: [Signature] AS-BUILT: [Signature]
 LANDSCAPE PLAN
 BROWNS WOODS ESTATES
 SHEET 8 OF 9



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 PRELIMINARY PLAT (PP-003514-2017) TO SUBDIVIDE THE PROPERTY INTO 75 LOTS FOR SINGLE FAMILY DEVELOPMENT, 5 PUBLIC STREET LOTS, ONE OUTLOT FOR DETENTION AND ONE OUTLOT FOR PARK PURPOSES

WHEREAS, pursuant to the provisions of Title 10, Chapter 1 et seq, of the West Des Moines Municipal Venture Homes, LLC requests approval for a preliminary plat to subdivide the property into 75 lots for single family development, 5 public street lots, and 2 outlots for property legally described as:

LEGAL DESCRIPTION

A tract of land being a part of the Northwest $\frac{1}{4}$ of Section 26, Township 78 North, Range 25 West of the 5th P.M., West Des Moines, Polk County, Iowa. Said tract of land being more particularly described as follows:

Beginning at Northwest Corner of the Southwest $\frac{1}{4}$ of the Northwest $\frac{1}{4}$ of Section 26, Township 78 North, Range 25 West of the 5th P.M., West Des Moines, Polk County, Iowa; thence N00°18'26"W, 54.40 feet along the West Line of the Northwest $\frac{1}{4}$ of the Northwest $\frac{1}{4}$ of said Section 26; thence S89°42'48"E, 1829.08 feet to the Westerly Right-of-Way of Veterans Parkway as it is presently established; thence S04°34'23"W, 655.00 feet along said Westerly Right-of-Way Line to a point of curvature of a 1554.42 feet radius curve concave to the Northeast; thence Southwesterly, 303.06 feet along said Westerly Right-of-Way Line and said curve, said curve has a chord length of 302.58 feet and a chord bearing of S10°09'30"W; thence N89°34'26"W, 1716.54 feet to the West Line of the Southwest $\frac{1}{4}$ of the Northwest $\frac{1}{4}$ of said Section 26; thence N00°22'28"W, 902.73 feet along said West Line, to the Northwest Corner of the Southwest $\frac{1}{4}$ of the Northwest $\frac{1}{4}$ of said Section 26 and to the Point of Beginning.

Said tract of land contains 39.297 acres more or less.

Said tract of land being subject to all easements of record.

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 August 27, 2018, the Plan and Zoning Commission recommend to the City Council approval of the Preliminary Plat; and

WHEREAS, on September 4, 2018, this City Council held a duly-noticed meeting to consider the application for a preliminary plat.

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 preliminary plat, or as amended orally at the City Council meeting on this date, are adopted.

SECTION 2. The Preliminary Plat to subdivide the property legally described above into 75 lots for single family development, 5 public street lots, one outlot for detention, and one outlot for park purposes is approved, subject to compliance with all the 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 September 4, 2018.

Steven Gaer, Mayor

ATTEST:

Ryan T. Jacobson
City Clerk

EXHIBIT "A"
CONDITIONS OF APPROVAL

1. The applicant providing final drawings of the preliminary plat which address staff comments, prior to the construction of any improvements on the site.
2. Applicant acknowledging that the associated final plat must be approved and released for recordation by the City and recorded with the County prior to the issuance of any building permits, including footing and foundation permits for any lot within the plat.

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

Date: September 4, 2018

ITEM: Pinedale Park, 3375 Woodland Avenue – Approval of a site plan for park improvements – City of West Des Moines– SP-003987-2018

RESOLUTION: Approval of Site Plan

FINANCIAL IMPACT: Undetermined.

BACKGROUND: Kevin Conn with the Parks & Recreation Department, on behalf of City of West Des Moines is requesting approval of a site plan for playground, basketball court and shelter park improvements for Pinedale Park.

Plan and Zoning Commission Action:

Vote: 6-0 approval, with Commissioner Drake absent

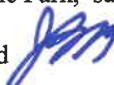
Date: August 27, 2018

Motion: Adopt a resolution recommending the City Council approve the Site Plan Request


OUTSTANDING ISSUES: There are no outstanding issues. The applicant has stated that they are in agreement with all of staff’s recommendations and conditions. 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 & Planning, August 6, 2018*
- Staff Review and Comment
 - *Minimum lot size*
- Comprehensive Plan Consistency
- Findings
- Staff Recommendation and Conditions of Approval
- Owner/Applicant

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 approve a Site Plan to construct park improvements for Pinedale Park, subject to the applicant meeting all City Code requirements.

Lead Staff Member: J. Bradley Munford 

Staff Reviews:

Department Director	
Appropriations/Finance	
Legal	JBW
Agenda Acceptance	

PUBLICATION(S) (if applicable)

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

SUBCOMMITTEE REVIEW (if applicable)

Committee	Development & Planning		
Date Reviewed	8/6/2018		
Recommendation	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Split <input type="checkbox"/>

ATTACHMENTS:

- Exhibit I - Plan and Zoning Commission Communication
- Attachment A - Commission Resolution
- Exhibit A - Conditions of Approval
- Attachment B - Location Map
- Attachment C - Site Plan
- Exhibit II - City Council Resolution
- Exhibit A - Conditions of Approval

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

Meeting Date: August 27, 2018

Item: Pinedale Park, 3375 Woodland Avenue – Approval of a site plan for park improvements – City of West Des Moines– SP-003987-2018

Requested Action: Recommend approval of a Site Plan

Case Advisor: J. Bradley Munford 

Applicant's Request: Kevin Conn with the Parks & Recreation Department, on behalf of City of West Des Moines is requesting approval of a site plan for playground, basketball court and shelter park improvements for Pinedale Park.

History: The property is currently zoned Medium Density Residential (RM). The land was originally platted in 1970 as a portion of Lot 4 Woodland Park Plaza Plat 1. Pinedale Park was created in 1971 as a part of the parkland dedication requirement for the Woodland West Condominiums.

City Council Subcommittee: The proposed site plan was presented to the Development and Planning Subcommittee on August 6, 2018 as an informational item only. 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. There are no outstanding issues. Staff notes the following:

Minimum lot size: The Park is currently zone Medium Density Residential (RM). The minimum lot size for non-dwelling uses such as a park is 2 acres. Pinedale Park is approximately 1 acre. The park was created in 1971 as a part of the parkland dedication requirement for the Woodland West Condominiums. The zoning code at that time only required a 1 acre minimum lot size for non-dwelling uses. The change in the code for lot size that occurred after the park was developed, created a legal non-conforming lot of record. Because of the legal non-conforming status this site plan can move forward without the need a variance request or a rezoning.

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.

Site 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 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 approving the site plan to allow park improvements for Pinedale Park subject to the applicant meeting all City Code requirements.

Property Owner/Applicant: City of West Des Moines
4200 Mills Civic Parkway
West Des Moines, IA 50265
Kevin Conn
Kevin.conn@wdm.iowa.gov

Attachments:

Attachment A	-	Plan and Zoning Commission Resolution
Exhibit A	-	Conditions of Approval
Attachment B	-	Location Map
Attachment C	-	Site Plan

RESOLUTION NO. PZC-18-056

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 (SP-003987-2018) TO CONSTRUCT IMPROVEMENTS FOR A CITY PARK

WHEREAS, pursuant to the provisions of Title 9, Chapter 1 et seq, of the West Des Moines Municipal Code, the applicant, The City of West Des Moines, has requested approval for a Site Plan (SP-003987-2018) for park improvements on a 1 acre site located at the 3375 Woodland Avenue;

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 August 27, 2018, this Commission held a duly-noticed public meeting to consider the application for a 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 dated August 27, 2018 or as amended orally at the Plan and Zoning Commission hearing of August 27, 2018, are adopted.

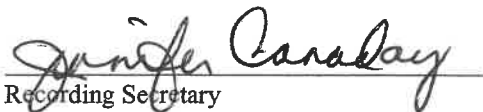
SECTION 2. The Pinedale Park Site Plan (SP-003987-2018) to construct park improvements, is recommended to the City Council for approval, subject to compliance with all the conditions in the staff report including conditions added at the meeting, and attached hereto as Exhibit "A." Violation of any such 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 August 27, 2018.



Craig Erickson
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 August 27, 2018, by the following vote:

AYES: Andersen, Costa, Crowley, Erickson, Hatfield, Southworth

NAYS:

ABSTENTIONS:

ABSENT: Drake

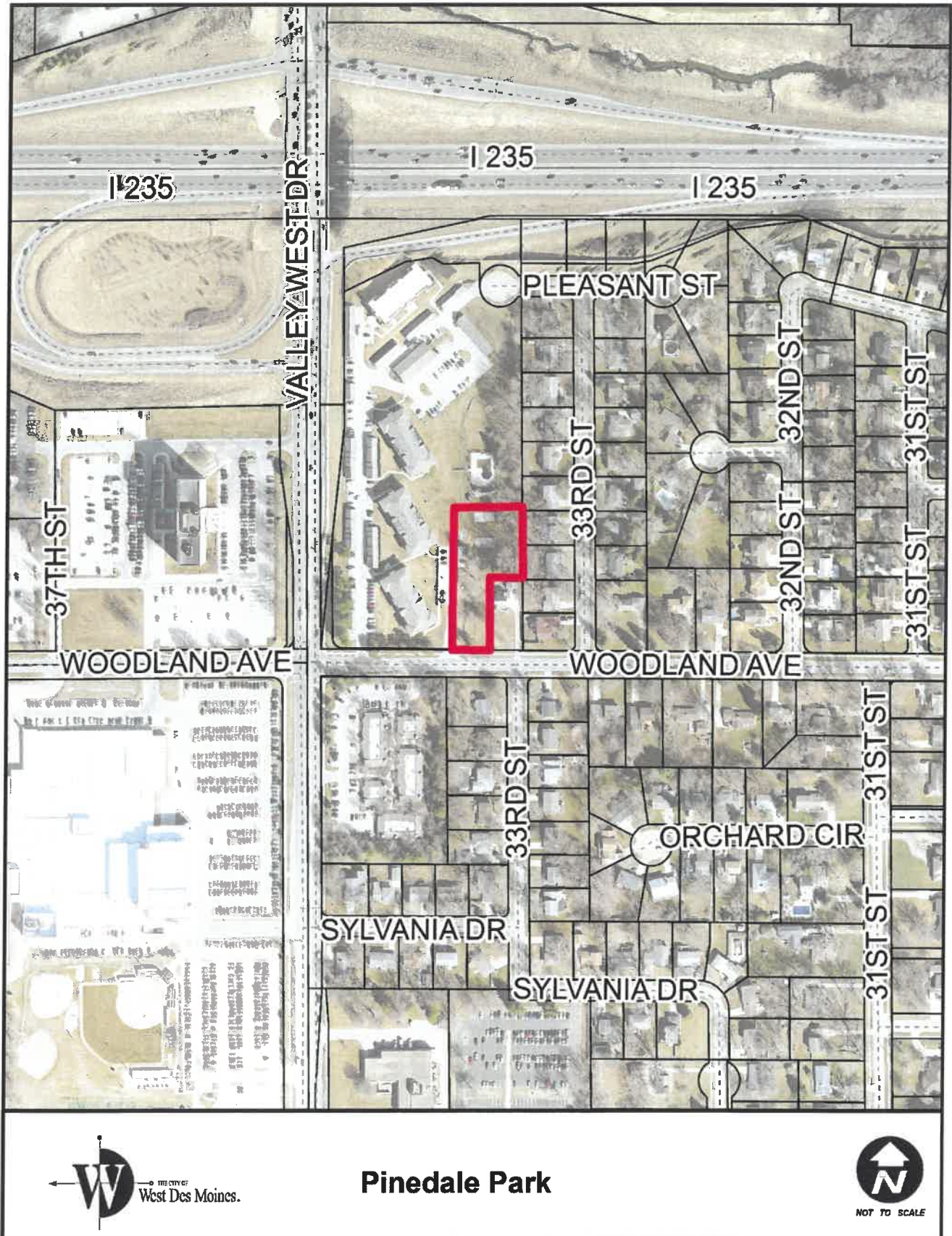
ATTEST:



Recording Secretary

**EXHIBIT A
CONDITIONS OF APPROVAL**

1. None



LEGEND

- (A)** MULTI-USE COURT
- (B)** 2-12 YEAR OLD PLAYGROUND
- (C)** 14'x14' SHELTER
- (D)** PORTABLE RESTROOM
- (E)** RESERVED PARK PARKING
- (F)** STORMWATER IMPROVEMENTS
- (G)** BICYCLE RACKS
- (H)** BENCH SEATING
- (I)** 6' WIDE SIDEWALK
- - -** SITE BOUNDARY
- PARCEL BOUNDARY



PINEDALE PARK IMPROVEMENTS

3375 WOODLAND AVE
WEST DES MOINES, IOWA
PROJECT # 0510 084 2017

VICINITY & ZONING MAP



CONTACT INFO

KEVIN CONN
Landscape Architect
CITY OF WEST DES MOINES
4200 MILLS CIVIC PKWY.
WEST DES MOINES, IA 50265
(515) 222-3449

SHEET INDEX

SHEET #	DESCRIPTION
L1	TITLE SHEET
L2 - L2.1	ESTIMATED QUANTITIES & REFERENCE NOTES
L3	SITE SURVEY
L4	REFERENCE PLAN
L5	DEMOLITION PLAN
L6	LAYOUT PLAN
L7	GRADING/UTILITY PLAN
D1-D3	DETAILS
STEP POOL STORMWATER CONVEYANCE (SPSC)	
C1	DRAINAGE PLAN
C2	SPSC - PLAN & PROFILE - ADD ALTERNATE #1
C3	TYPICAL DETAIL
C4	PLANTING PLAN - ADD ALTERNATE #1

LEGAL DESCRIPTION

WOODLAND PARK PLAZA PLAT 1

COMMENCING AT A POINT OF REFERENCE AT THE SW CORNER OF LOT 1 OF SAID WOODLAND PARK PLAZA PLAT 1; THENCE N00°54'46"W, 2.00 FEET ALONG THE WEST LINE OF SAID LOT 1 TO THE POINT OF BEGINNING; THENCE N89°48'22"W, 90.14 FEET TO A POINT; THENCE N00°13'30"E, 340.45 FEET TO A POINT; THENCE N89°03'22"E, 163.29 FEET TO A POINT ON THE WEST LINE OF SAID LOT 4; THENCE S00°56'38"E, 171.05 FEET ALONG SAID WEST LINE TO THE NE CORNER OF SAID LOT 1; THENCE N89°38'32"W, 80.04 FEET ALONG THE NORTH LINE OF SAID LOT 1 TO THE NW CORNER OF SAID LOT 1; THENCE S00°54'46"E, 174.94 FEET ALONG THE WEST LINE OF SAID LOT 1 TO THE POINT OF BEGINNING AND CONTAINING 0.992 ACRES (43,213 SQUARE FEET).

DEVELOPMENT SUMMARY

SITE AREA

WOODLAND PARK PLAZA PLAT 1 = .992 ACRES

LANDSCAPING CALCULATIONS

Required Open Space (25%) = 10,554 sf
 Required Trees = (10,554 sf/3,000) x 2 = 7
 Existing/Provided Trees = 19 (10 Evergreen, 9 Deciduous)
 Required Shrubs = (10,554 sf/3,000) x 3 = 11
 Existing/Provided Shrubs = 30

BUILDING INFORMATION

Building Size (14' x 14') = 196.0 SF
 Building Use = Outdoor Shelter

PARKING INFORMATION

Existing Parking = 5
 Parking Required = 0
 Total Parking Provided = 4
 ADA Parking Provided = 1

DEFINED AREAS

Total Lot Area = 43,213 SF (0.992 ac) - 100%
 Total Paved Area (Impervious) = 6,048.25 SF (.21 ac) - 14%
 Total Open Space = 37,164.75 SF (.78 ac) - 86%

UTILITY CONTACTS

AT & T Broadband Cliff Stockwell (515) 246-2252	Mid American Energy (Electric) Gail Davis (515) 281-2619
AT & T Communications Jamie Frederick (515) 246-2253	Mid American Energy (Gas) Gail Davis (515) 281-2619
Centurylink Ken Hoffman (515) 943-3396	WDM Engineering Services (Construction) Clint Carpenter (515) 222-3539
Hickory Tech Comm Weston Grow (515) 867-4769	WDM Public Works (Traffic) Rick Knowles (515) 222-3480
Mediacom Paul May (515) 554-2648	WDM Water Works Bruce Mabuice (515) 222-3510

APPLICANT

CITY OF WEST DES MOINES
PARKS & RECREATION DEPT.
CONTACT: KEVIN CONN
4200 MILLS CIVIC PKWY
WEST DES MOINES, IA 50265
(515) 222-3449 ph.
(515) 222-3459 fax

OWNERS

CITY OF WEST DES MOINES
PARKS & RECREATION DEPT.
ATTN: SALLY ORTGIES
4200 MILLS CIVIC PKWY
WEST DES MOINES, IA 50265
(515) 222-3444 ph.
(515) 222-3459 fax

LAND USE

EXISTING: PG -
PUBLIC GREENWAY

PROPOSED: PG -
PUBLIC GREENWAY

ZONING

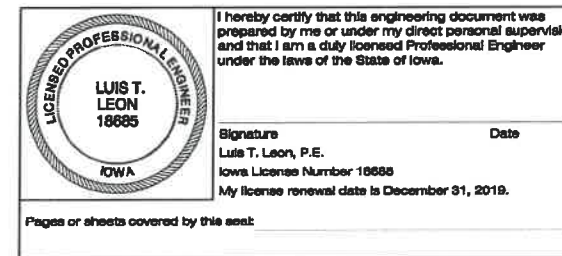
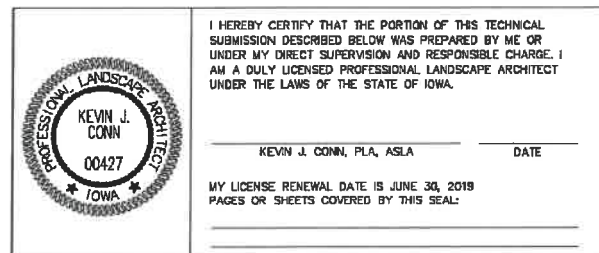
EXISTING: RM - RESIDENTIAL
MEDIUM DENSITY DISTRICT

PROPOSED: RM - RESIDENTIAL
MEDIUM DENSITY DISTRICT

BENCH MARKS

WDM NO. 063
Intersection of 35th Street/Valley West Drive and
Ashworth Road, Northeast corner of intersection, 59.5
feet East of centerline of 35th Street, 65.0 feet North of
centerline of Ashworth Road.
Standard benchmark elevation = 165.76 (West Des Moines Datum)

WDM NO. 074
Intersection of 22nd Street and Center Street, Northeast
corner of intersection, 34.5 feet North of centerline of
Center Street, 38 feet East of centerline of 22nd Street
standard benchmark elevation = 104.76 (West Des Moines Datum)



BASE BID - ESTIMATED PROJECT QUANTITIES				
ITEM NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITIES	AS BUILT QUANTITIES
1. GENERAL CONSTRUCTION				
1.1	MOBILIZATION	LS	1	
1.2	SURVEY AND LAYOUT	LS	1	
2. EARTHWORK				
2.1	GRADING AND EXCAVATION	CY	540	
2.2	SOIL IMPORT	CY	375	
3. PAVEMENT AND RELATED WORK				
3.1	PAVEMENT REMOVAL & DISPOSAL	SF	2364	
3.2	5 IN. REINFORCED PCC W/ 6 IN. PREPARED SUBGRADE	SF	4933	
3.3	CONCRETE WASHOUT, ROLLOFF	EA	1	
4. SITEWORK AND LANDSCAPING				
4.1	CONVENTIONAL SEEDING, FERTILIZER AND MULCH	SF	10,434	
4.2	1 EVERGREEN, 3 UNDERSTORY & 3 SHRUB REMOVAL & DISPOSAL	LS	1	
4.3	SILT FENCE	LF	270	
4.4	STABILIZED CONSTRUCTION ENTRANCE	LS	1	
5. STORMWATER ROCK RIFFLE STRUCTURE				
5.1	CLASS 10 EXCAVATION, COMMON EXCAVATION	CY	260	
5.2	MACADAM STONE	TON	30	
5.3	REVTMENT, EROSION STONE	TON	10	
5.4	REVTMENT, CLASS D	TON	105	
5.5	SUBDRAIN, 8-INCH	LF	85	
5.6	SUBDRAIN CLEANOUT, TYPE A-2, 8-INCH	EA	1	
5.7	SEEDING, MULCHING, WATERING (NATIVE GRASS MIX)	AC	.1	
5.8	SEEDING, MULCHING, WATERING (TURF SEED MIX)	AC	.05	
5.9	COMPOST	SY	140	
6. 2-12 AGE PLAYGROUND				
6.1	PLAY EQUIPMENT, PURCHASE & DELIVERY, 2-12 PLAYGROUND	LS	1	
6.2	PLAY EQUIPMENT INSTALLATION, 2-12 PLAYGROUND	LS	1	
6.3	8 IN. PCC EDGE RESTRAINT, 2-12 PLAYGROUND (12 IN. HEIGHT)	LF	198	
6.4	4 IN. SUBDRAIN, 2-12 PLAYGROUND	LF	116	
6.5	UNITARY RUBBER TILES, 2-12 PLAYGROUND	SF	985	
6.6	RUBBER TILE BASE, 5 IN. REINFORCED PCC W/ TURN DOWN EDGES	SF	985	
6.7	ENGINEERED WOOD FIBER SYSTEM, 12" DEPTH, 2-12 PLAYGROUND	SF	2391	
7. SHELTER				
7.1	SHELTER SUPPLY & DELIVERY	LS	1	
7.2	SHELTER FOOTINGS, 2' DIA. X 4' DEPTH	EA	2	
7.3	SHELTER INSTALLATION	LS	1	
8. SPECIAL				
8.1	BASKETBALL GOAL, POST & FOOTING	LS	1	
8.2	MULTI-USE COURT STRIPING	LS	1	
8.3	PARKING LOT RESTRIPIING	LS	1	

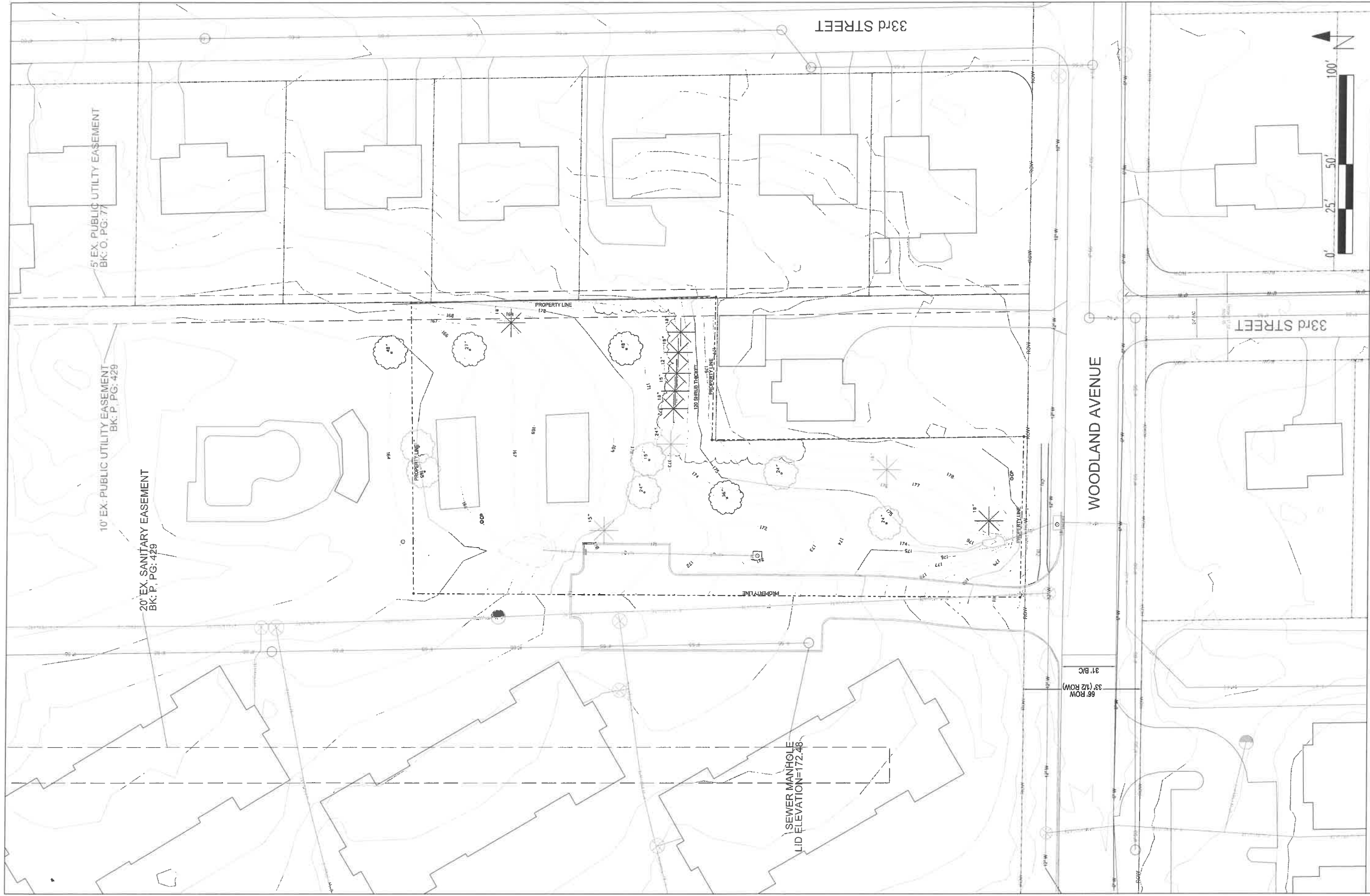
ADD ALTERNATE #1 - ESTIMATED PROJECT QUANTITIES STEP POOL STORMWATER CONVEYANCE (SPSC)			
ITEM NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITIES
ALT 1.01	CLASS 10 EXCAVATION, COMMON EXCAVATION	CY	290
ALT 1.02	CHOKER AGGREGATE, 6-INCH LAYER	TON	10
ALT 1.03	AGGREGATE SUBBASE	TON	30
ALT 1.04	BOULDERS, 3.5"x2.5"x1.5"	TON	50
ALT 1.05	REVTMENT, EROSION STONE	TON	70
ALT 1.06	REVTMENT, CLASS D	TON	26
ALT 1.07	SUBDRAIN, 8-INCH	LF	55
ALT 1.08	SUBDRAIN CLEANOUT, TYPE A-2, 8-INCH	EA	1
ALT 1.09	SAND/WOOD CHIP MIX	CY	70
ALT 1.10	PLANTING, MULCHING, AND WATERING (NATIVE PLUGS)	EA	363
ALT 1.11	SEEDING, MULCHING, & WATERING (NATIVE GRASS MIX)	AC	.05
ALT 1.12	SEEDING, MULCHING, & WATERING (LAWN SEED MIX)	AC	.05
ALT 1.13	COMPOST	SY	250

ADD ALTERNATE #2 - ESTIMATED PROJECT QUANTITIES SITE FURNITURE			
ITEM NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITIES
ALT 2.1	BENCHES	EA	3
ALT 2.2	LOOP BIKE RACKS	EA	2
ALT 2.3	TRASH RECEPTACLE	EA	2
ALT 2.3	PICNIC TABLE, ADA COMPLIANT	EA	1

ESTIMATED REFERENCE INFORMATION	
ITEM NO.	DESCRIPTION
12	SURVEY AND LAYOUT (LS) a. INCLUDES ALL MATERIAL, EQUIPMENT AND LABOR NECESSARY FOR SURVEYING AND LAYOUT OF PROJECT. b. CONTRACTOR RESPONSIBLE FOR MAINTAINING ALL HORIZONTAL AND VERTICAL CONTROL WITHIN PROJECT LIMITS DURING CONSTRUCTION. c. VERIFY ALL SIDEWALK ALIGNMENTS WITH THE CITY PRIOR TO CONSTRUCTION.
2.1	GRADING AND EXCAVATION (CY) a. INCLUDES ALL MATERIAL, EQUIPMENT AND LABOR NECESSARY TO ACHIEVE PROPER GRADES AS SHOWN ON PLANS b. NO PAYMENT FOR OVERHAUL SHALL BE ALLOWED. c. INCLUDED IN BID ITEM IS: - STRIPPING, STOCKPILING, AND RESPREADING OF TOPSOIL - EXCAVATION, FILL AND COMPACTION TO ACHIEVE PROPOSED GRADES - BACKFILLING TO TOP OF NEW PAVEMENT - FINISH GRADE OF DISTURBED AREAS IN PREPARATION FOR FINAL SEEDING. d. NEWLY PLACED FILL ON THE EXISTING SLOPES SHALL BE ADEQUATELY BENCHED IN ORDER TO INTEGRATE THE NEW EMBANKMENT WITH THE EXISTING TERRAIN. e. ALL EXCESS MATERIAL SHALL BECOME THE PROPERTY OF THE CONTRACTOR. REMOVAL AND DISPOSAL OF EXCESS MATERIAL SHALL BE CONSIDERED INCIDENTAL. f. MEASUREMENT FOR EARTHWORK SHALL BE PLAN QUANTITY WITHOUT FINAL MEASUREMENT.
3.1	PAVEMENT REMOVAL & DISPOSAL a. INCLUDES ALL MATERIAL, EQUIPMENT AND LABOR NECESSARY FOR REMOVAL AND DISPOSAL OF HMA AND PCC PAVEMENT. b. ALL PAVEMENT REMOVED FROM THE PROJECT SHALL BECOME THE PROPERTY OF THE CONTRACTOR. c. ALL FULL DEPTH SAW CUTTING FOR REMOVALS SHALL BE CONSIDERED INCIDENTAL.
3.2	5 INCH REINFORCED PCC W/ 6 INCH PREPARED SUBGRADE (SF) a. INCLUDES ALL MATERIAL, EQUIPMENT AND LABOR NECESSARY FOR INSTALLATION OF 5 INCHES OF REINFORCED PCC PAVEMENT WITH 6 INCHES OF PREPARED SUBGRADE. b. REINFORCEMENT, SAWCUTS AND SUBGRADE PREP SHALL BE CONSIDERED INCIDENTAL. c. REFER TO SHEET 8A FOR DETAIL
3.3	CONCRETE WASHOUTS (EA) a. INCLUDES DELIVERY, VACUUM SERVICE, CLEANOUT AND REMOVAL OF THE WASHOUT. b. ITEM SHALL BE CONCRETE WASHOUT SYSTEMS, INC. ROLL-OFFS OR APPROVED EQUAL. c. THE CONTRACTOR SHALL DETERMINE MOST SUITABLE LOCATION FOR THE WASHOUTS. d. DISPOSAL OF ALL WASHOUT MATERIAL SHALL BE CONSIDERED INCIDENTAL.

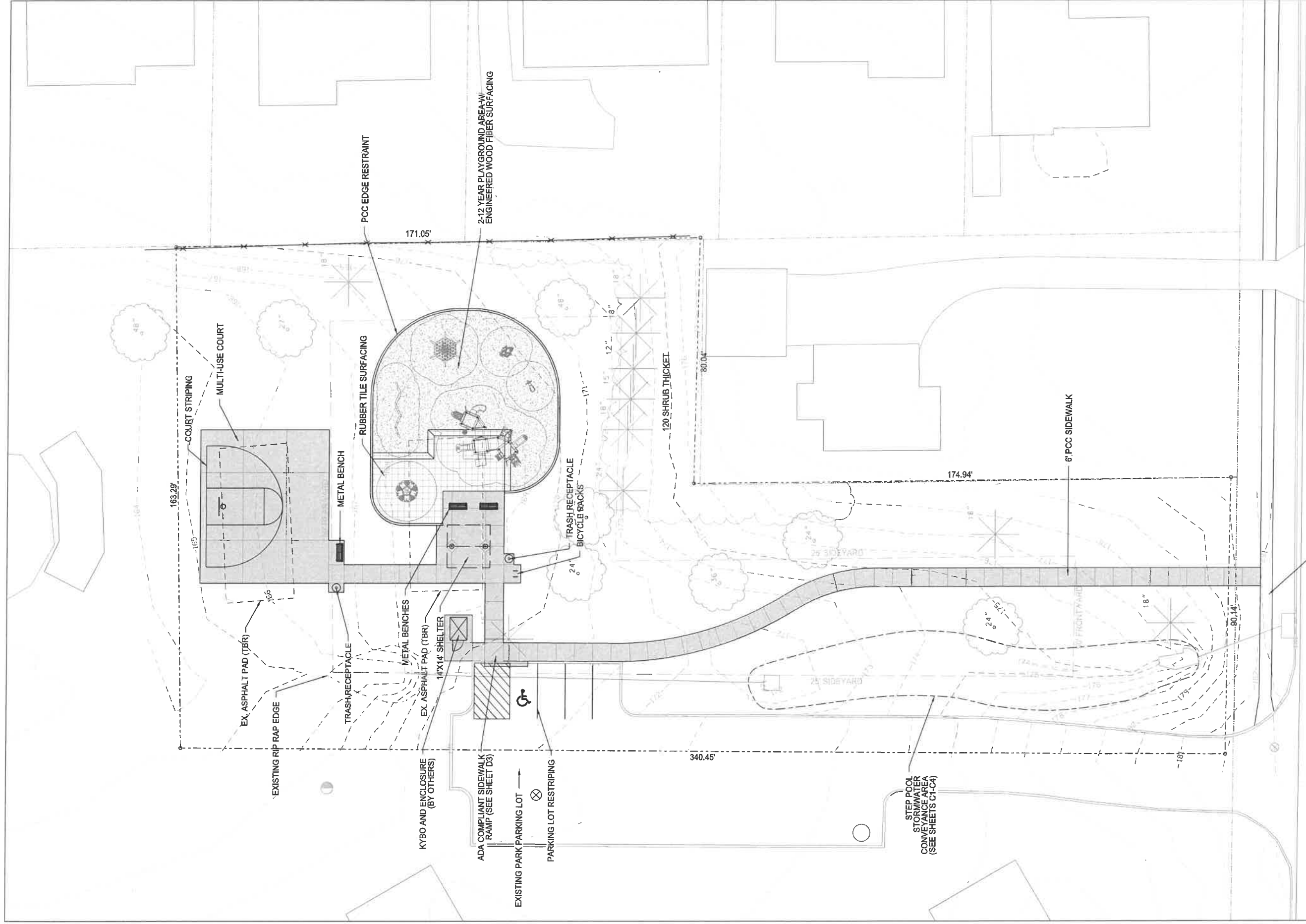
ESTIMATED REFERENCE INFORMATION	
ITEM NO.	DESCRIPTION
4.1	CONVENTIONAL SEEDING, FERTILIZER AND ROLLED EROSION CONTROL PRODUCT (SF) a. INCLUDES ALL MATERIAL, EQUIPMENT AND LABOR NECESSARY FOR FINAL SEEDING OF DISTURBED AREAS. b. USE SUDAS TYPE 1 SEED MIX & ROLLED EROSION CONTROL PRODUCT (RECP) FOR ALL PERMANENT AREAS. c. USE OF A WATER HYDRANT (PRIVATE OR PUBLIC) WILL REQUIRE THE USE OF A WATER METER. CONTACT WEST DES MOINES WATER WORKS (222-3465) TO ARRANGE.
4.2	TREE/SHRUB REMOVAL (EA) a. INCLUDES ALL MATERIAL, EQUIPMENT, AND LABOR NECESSARY FOR REMOVAL AND DISPOSAL OF (1) EVERGREEN TREE, (3) UNDERSTORY TREES, & (3) SHRUBS. b. ALL PLANT MATERIAL REMOVED FROM THE PROJECT SHALL BECOME THE PROPERTY OF THE CONTRACTOR. c. ALL SAW CUTTING FOR REMOVALS SHALL BE CONSIDERED INCIDENTAL.
4.3	SILT FENCE. (LF) a. INCLUDES PLACEMENT, MAINTENANCE, AND REMOVAL OF SILT FENCE. b. REMOVAL OF ACCUMULATED MATERIAL SHALL BE CONSIDERED INCIDENTAL. c. REFER TO SHEET 8C FOR DETAIL.
6.1	PLAY EQUIPMENT, PURCHASE & DELIVERY, 2-12 PLAYGROUND (LS) a. ITEM IS FOR FURNISHING AND COORDINATING DELIVERY OF 2-12 PLAY EQUIPMENT. b. PLAY EQUIPMENT TO BE BY MIRACLE OR APPROVED SUBSTITUTE. c. REFER TO SPECIFICATIONS FOR EQUIPMENT TYPE.
6.2	PLAY EQUIPMENT INSTALLATION, 2-12 PLAYGROUND (LS) a. INSTALL PLAY EQUIPMENT ACCORDING TO MANUFACTURERS SPECIFICATIONS AND CPSC GUIDELINES
6.3	8 INCH PCC EDGE RESTRAINT, 12 INCH DEPTH, 2-12 PLAYGROUND (LF) a. INCLUDES ALL MATERIAL, EQUIPMENT AND LABOR NECESSARY FOR INSTALLING EDGE RESTRAINT AROUND 2-12 PLAYGROUND. b. SAWCUT EVERY 10' TO ALLOW FOR MOVEMENT c. REINFORCEMENT, SAWCUTS AND SUBGRADE PREP SHALL BE CONSIDERED INCIDENTAL. d. REFER TO SHEET D1 FOR DETAIL
6.4	4 INCH SUBDRAIN, 2-12 PLAYGROUND (LF) a. INCLUDES ALL MATERIAL, EQUIPMENT AND LABOR NECESSARY FOR INSTALLING 4 INCH SUBDRAIN WITHIN 2-12 PLAYGROUND. b. ALL CLEANOUTS, FITTINGS, GRANULAR PIPE BEDDING, APRONS AND APRON FOOTINGS SHALL BE CONSIDERED INCIDENTAL. c. REFER TO SHEET D1 FOR DETAIL
6.5	UNITARY RUBBER TILE SURFACING, 2-12 PLAYGROUND (SF) a. INCLUDES ALL MATERIAL, EQUIPMENT AND LABOR NECESSARY FOR INSTALLING RUBBER TILE SURFACING WITHIN 2-12 PLAYGROUND. b. TILE THICKNESS VARIES, REFER TO SPECIFICATIONS FOR THICKNESS c. INSTALL ACCORDING TO MANUFACTURERS SPECIFICATIONS d. TILE SURFACING SHALL BE UNITY SURFACING SYSTEM TILES OR APPROVED SUBSTITUTE.
6.6	RUBBER TILE BASE, 5 INCH REIN. PCC W/ TURN DOWN EDGE (SF) a. INCLUDES ALL MATERIAL, EQUIPMENT AND LABOR NECESSARY FOR INSTALLING PCC BASE PAD WITHIN 2-12 PLAYGROUND. b. REINFORCEMENT, SAWCUTS AND SUBGRADE PREP SHALL BE CONSIDERED INCIDENTAL. c. REFER TO SHEET D1 FOR DETAIL.
6.7	ENGINEERED WOOD FIBER SURFACING SYSTEM, 2-12 PLAYGROUND (SF) a. INCLUDES ALL MATERIAL, EQUIPMENT AND LABOR NECESSARY FOR INSTALLING LOOSE-FILL SURFACING WITHIN 2-12 PLAYGROUND b. ASSOCIATED PEAGRAVEL DRAINAGE LAYER AND GEOTEXTILE FABRIC SHALL BE CONSIDERED INCIDENTAL TO ITEM. c. ENGINEERED WOOD MULCH WITHIN 2-12 PLAYGROUND SHALL BE A MINIMUM DEPTH OF 12 INCHES (UNCOMPACTED) d. MANUFACTURER BY FIBAR SYSTEMS OR APPROVED EQUAL e. REFER TO SHEET D1 FOR DETAIL.
7.1	SHELTER SUPPLY & DELIVERY (LS) a. ITEM IS FOR FURNISHING AND COORDINATING DELIVERY OF STEEL SHELTER. b. PLAY EQUIPMENT TO BE BY COVERWORX OR APPROVED SUBSTITUTE. c. REFER TO SPECIFICATIONS FOR EQUIPMENT TYPE.
7.2	SHELTER FOOTINGS, 2' DIA. X 4' DEPTH (EA) a. INCLUDES ALL MATERIAL, EQUIPMENT AND LABOR NECESSARY FOR INSTALLATION OF 2' DIAMETER X 4' DEEP REINFORCED CONCRETE FOOTINGS. b. REINFORCEMENT, SAWCUTS AND SUBGRADE PREP SHALL BE CONSIDERED INCIDENTAL. c. REFER TO SHEET 8A FOR DETAIL
7.3	SHELTER INSTALLATION (LS) a. INSTALL SHELTER ACCORDING TO MANUFACTURERS SPECIFICATIONS.
8.1	BASKETBALL GOAL, POST & FOOTING a. INCLUDES ALL MATERIAL, EQUIPMENT AND LABOR NECESSARY FOR INSTALLATION OF BASKETBALL GOAL, POST & FOOTING. b. INSTALL GOAL ACCORDING TO MANUFACTURERS SPECIFICATIONS.
ALT 1.01-ALT 2.3	ALTERNATES a. REFER TO SHEETS C1-C2 & 8A-8C AND SPECIFICATIONS FOR TYPE AND LOCATION OF BID ALTERNATES.

CITY OF WEST DES MOINES DEPARTMENT OF PARKS AND RECREATION PARKS DIVISION	4000 BELLS CHURCH PKWY. DES MOINES, IOWA 50314 WEST DES MOINES, IOWA 50268 FAX NO. 8150.222.2489		REVISION DATE	7/16/18
			SUB #1	
DATE	8/7/18			
DRAWN:	M.L.G	REVIEWED:	K.J.C.	
SCALE		ESTIMATED QUANTITIES	12	
TITLE	PINEDALE PARK			
SHEET	12			



SHEET	TITLE	SCALE	DRAWN:	DATE	REVISION
L3	SITE SURVEY	1"=50'-0"	M.L.G	8/7/18	DATE
			REVIEWED:		DATE
			K.J.C.		
PINEDALE PARK			WEST DES MOINES		
			IOWA		
 CITY OF WEST DES MOINES DEPARTMENT OF PARKS AND RECREATION PUBLIC UTILITIES DIVISION 428 MILLCREEK ROAD, SUITE 202, WEST DES MOINES, IOWA 50306 FAX NO. 515.281.2449					





WOODLAND AVENUE



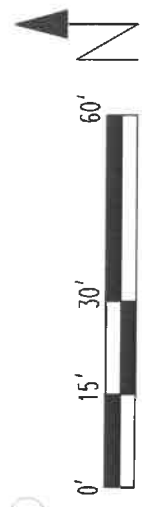
SHEET L4	TITLE REFERENCE PLAN	SCALE 1"=30'-0"	DRAWN: M.L.G	REVIEWED: K.J.C.	DATE 8/7/18	REVISION SUB #1	DATE 7/16/18
	PINEDALE PARK			WEST DES MOINES		IOWA	

CITY OF WEST DES MOINES
 DEPARTMENT OF PARKS AND RECREATION
 PARKS DIVISION
 4200 MILLS CIRCLE PARKWAY (S149 253-344)
 WEST DES MOINES, IOWA 50266
 FAX: NO. 915.92.222-2459





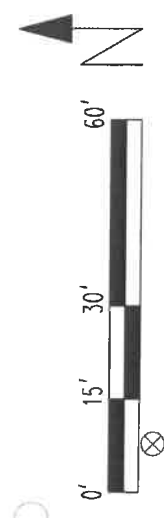
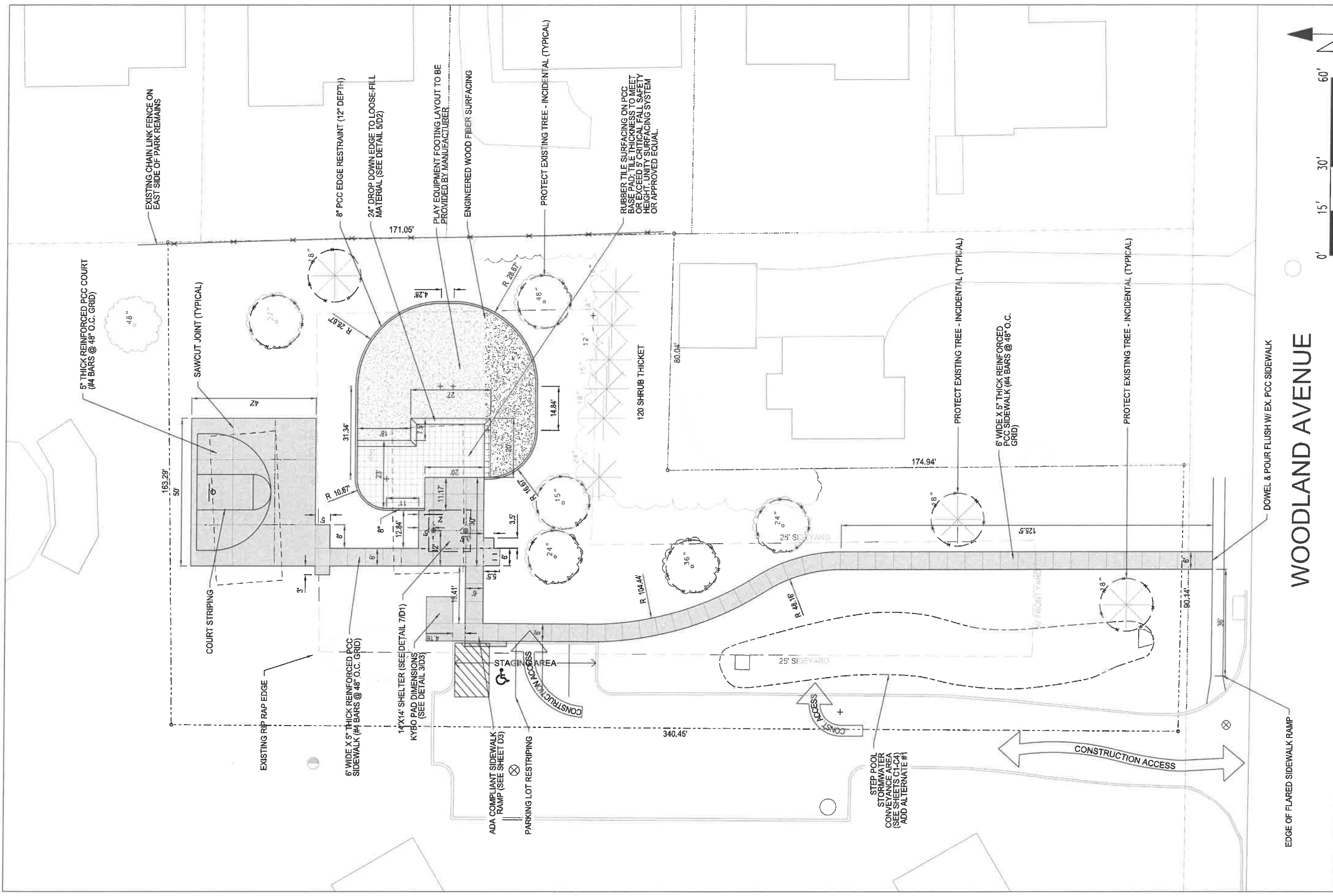
WOODLAND AVENUE



SHEET L5	TITLE DEMOLITION PLAN	SCALE 1"=30'-0"	DRAWN: M.L.G	REVIEWED: K.J.C.	DATE 8/7/18	DATE 8/7/18	REVISION SUB #1	DATE 7/16/18
	PINEDALE PARK			WEST DES MOINES		IOWA		

THE CITY OF WEST DES MOINES
 DEPARTMENT OF PARKS AND RECREATION
 PARKS DIVISION
 4200 MILLS CIRCLE PARKWAY (S14) 50314
 WEST DES MOINES, IOWA 50398
 FAX: NO. 319.281.223-3459





WOODLAND AVENUE

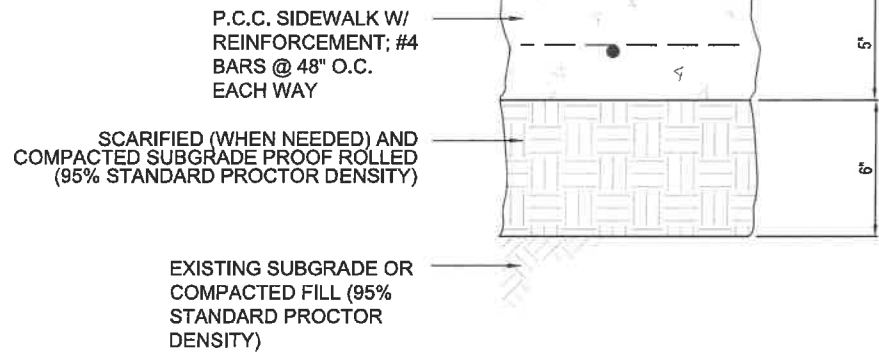
SHEET L6	TITLE LAYOUT PLAN	SCALE 1"=30'-0"	DRAWN: M.L.G	DATE 8/7/18	REVISION SUB #1 7/16/18
			REVIEWED: K.J.C.		

PINEDALE PARK

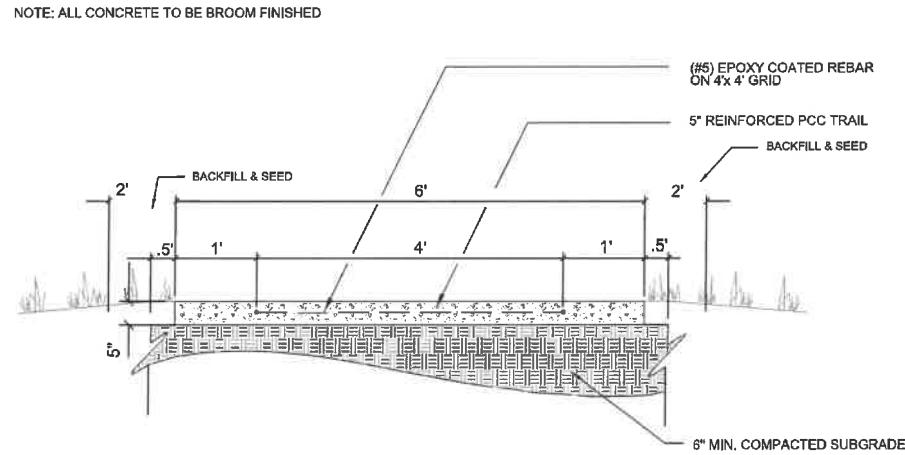
WEST DES MOINES
IOWA

CITY OF WEST DES MOINES
DEPARTMENT OF PARKS AND RECREATION
PARKS DIVISION
400 MILLS CONC. PKWY (S10 220+44)
WEST DES MOINES, IOWA 50265
FAX NO. 563.022.5468

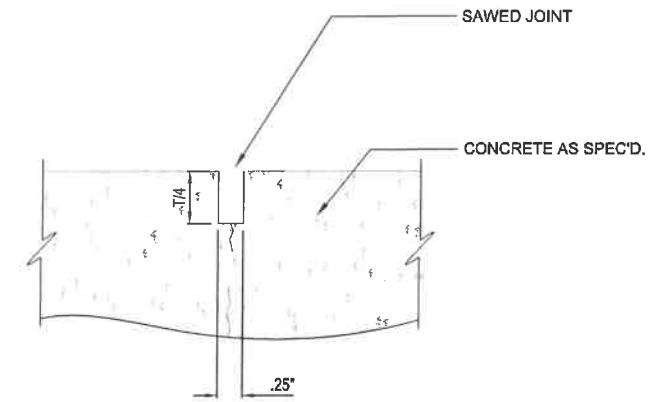




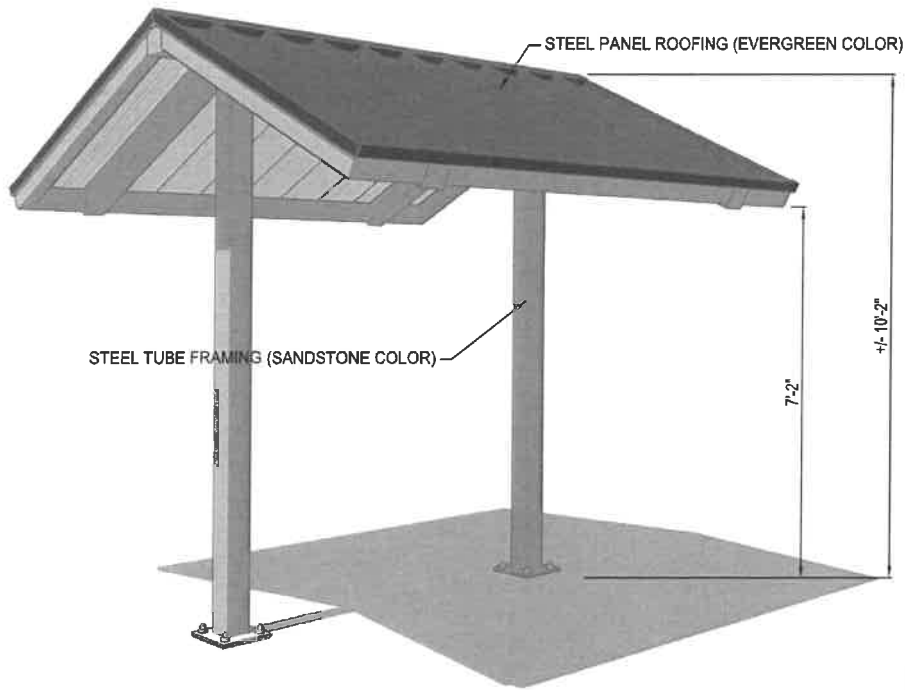
6 6" REINFORCED WALK
D1 N.T.S.



4 6" REINFORCED WALK
D1 N.T.S.

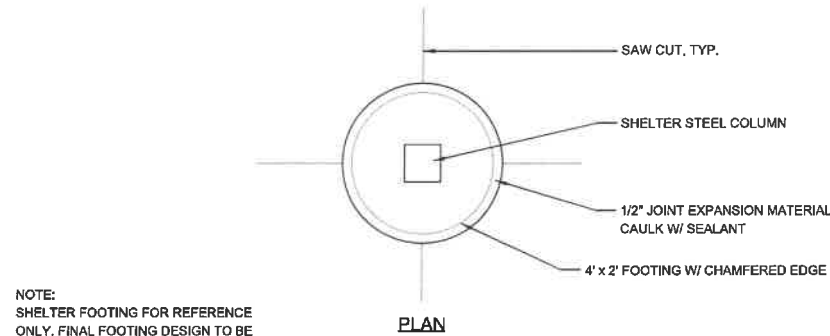


1 SAW CUT JOINT, TYP.
D1 N.T.S.

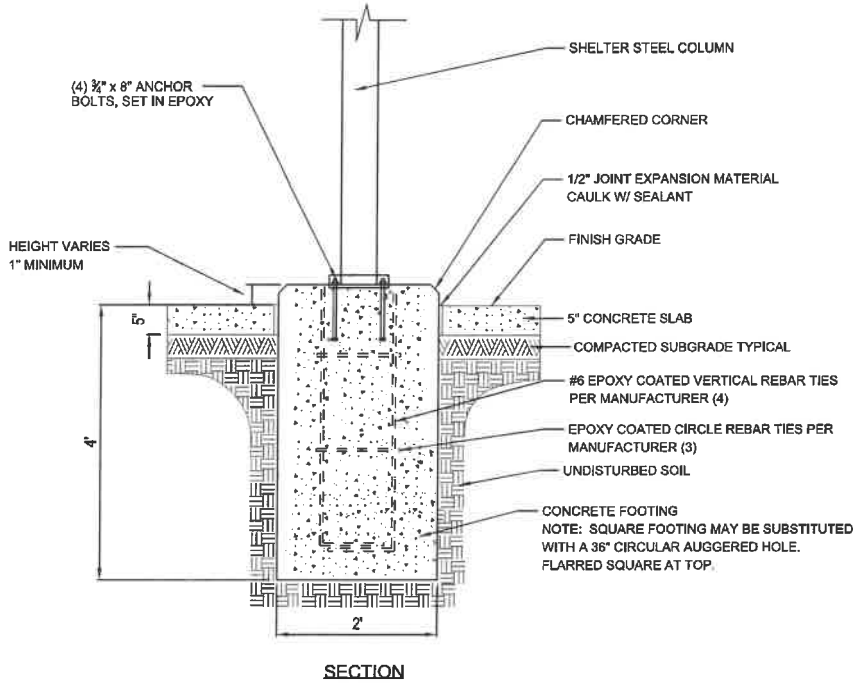


NOTE: DETAILED SPECIFICATIONS TO BE PROVIDED BY MANUFACTURER.

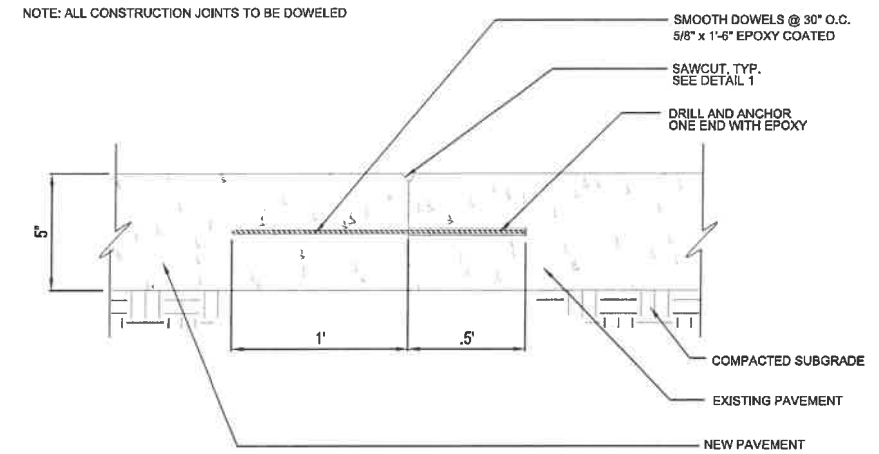
7 COVERWORX SHELTER - MODEL # GA-1414-SW-2P
D1 N.T.S.



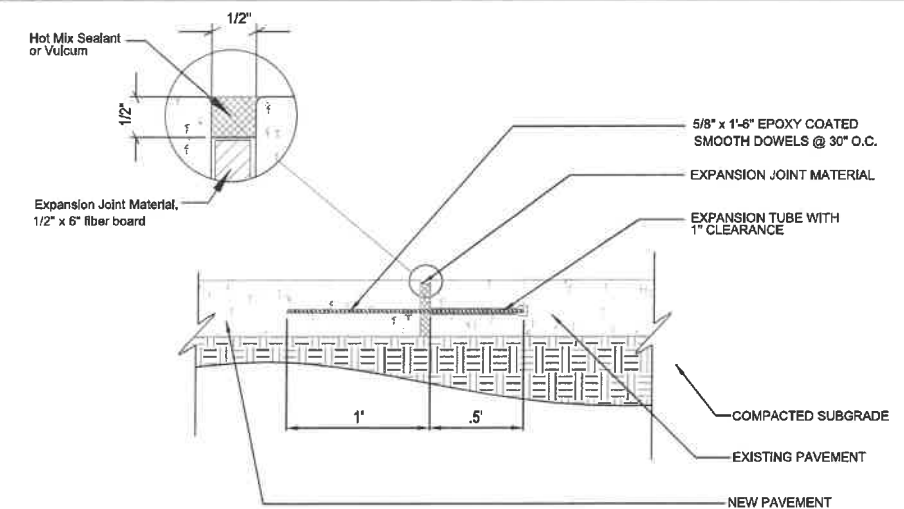
NOTE: SHELTER FOOTING FOR REFERENCE ONLY. FINAL FOOTING DESIGN TO BE PROVIDED BY SHELTER MANUFACTURER.



5 SHELTER COLUMN FOOTINGS
D1 N.T.S.



2 CONSTRUCTION JOINT, TYP.
D1 N.T.S.



3 1/2" EXPANSION JOINT DETAIL, TYP.
D1 N.T.S.

CITY OF WEST DES MOINES
DEPARTMENT OF PARKS AND RECREATION
PARKS DIVISION
400 HILLS DRIVE, CLAYTON, IA 50244
WEST DES MOINES, IOWA 50268
P.O. BOX 100, WEST DES MOINES, IA 50268



REVISION	DATE
SUB #1	7/18/18

DATE 8/7/18

IOWA

PINEDALE PARK

WEST DES MOINES

DRAWN: M.L.G.
REVIEWED: K.J.C.

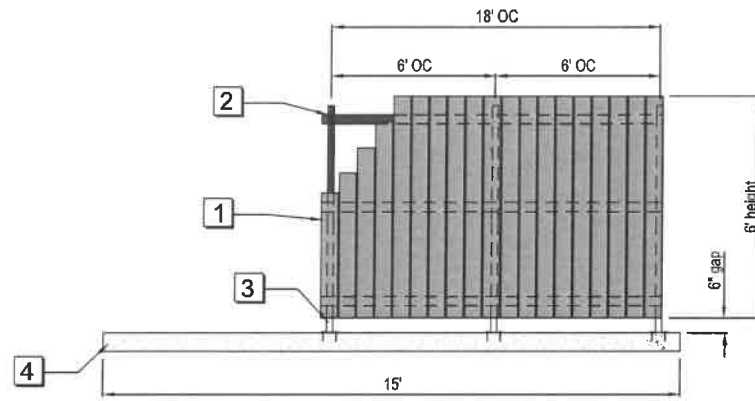
SCALE -

TITLE DETAILS

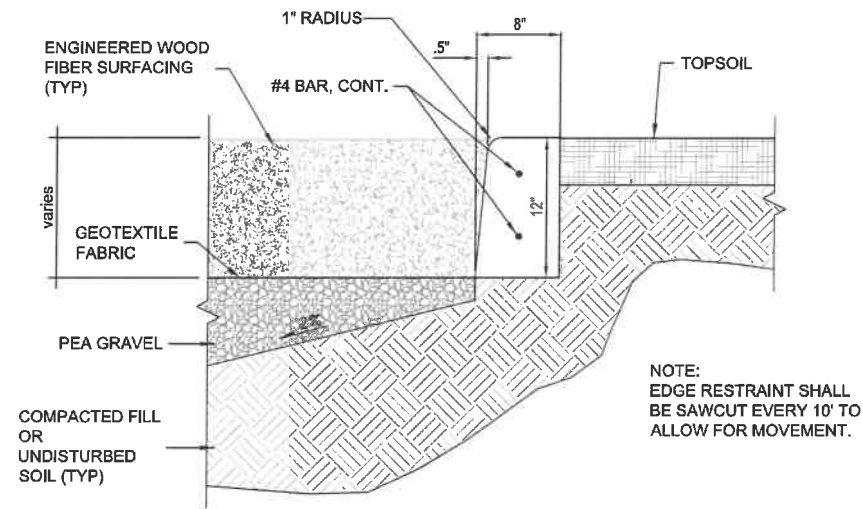
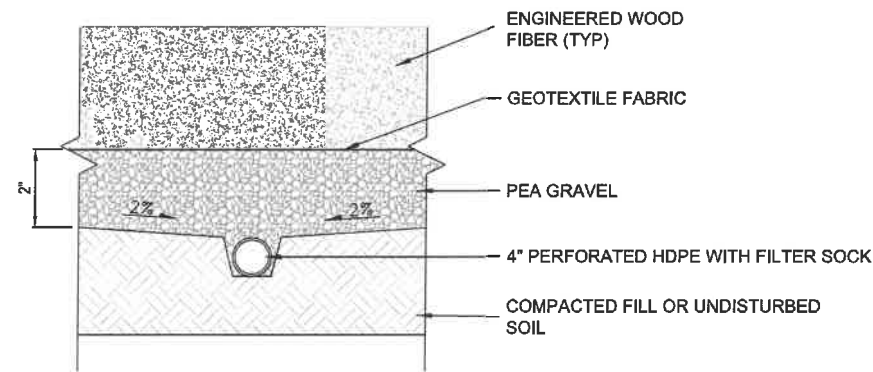
SHEET D1

LEGEND

- 1 1" x 5.5" Composite Wood Fence, Square Edge Board Butted with 1/4" Min. Gap, "Woodland Brown" Color. (Trex® or approved equal)
- 2 3" Galvanized Steel Frame, Welded Joints To Be Ground Smooth, Powder-Coated Black
- 3 3" Sq. Surfaced-Mounted Galvanized Steel Fence Posts, Powder-Coated Black
- 4 New Reinforced 5" PCC Pad (#4 Bars @ 48" Grid)



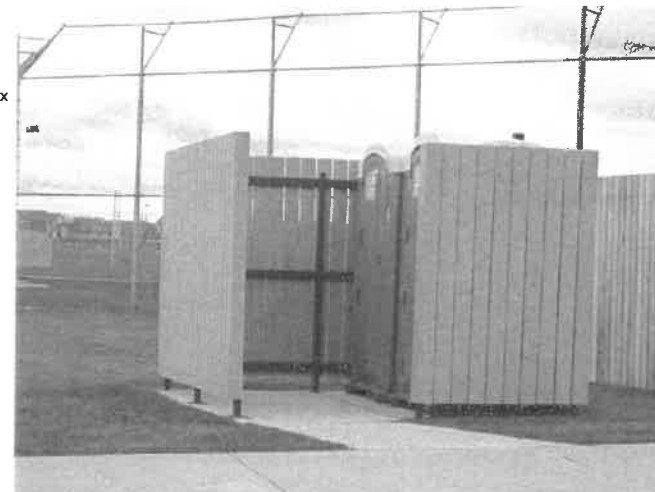
3 KYBO ENCLOSURE ELEVATION: SIDE VIEW (BY OTHERS)
D2 N.T.S.



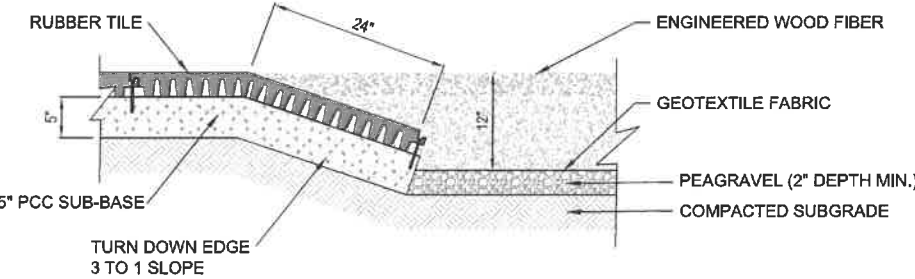
6 PLAYGROUND SUBDRAIN & EDGE RESTRAINT
D2 N.T.S.

LEGEND

Image taken at:
Prairie Ridge Sports Complex
1510 NW Ash Dr.
Ankeny, IA 50023



4 KYBO ENCLOSURE IMAGE FOR REFERENCE (BY OTHERS)
D2



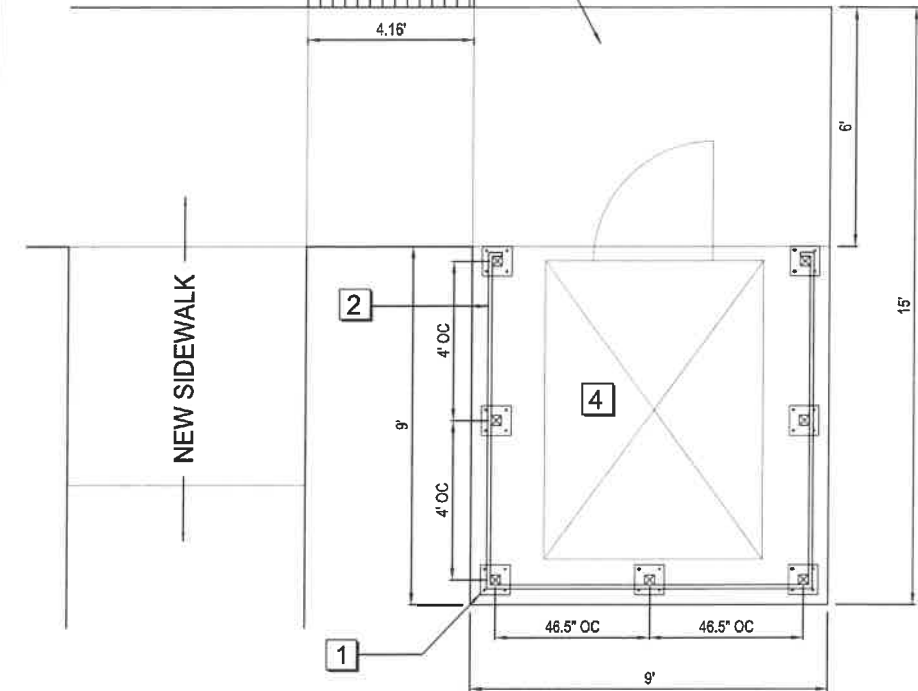
5 TILE TO LOOSE-FILL SURFACING-TURN DOWN EDGE
D2 N.T.S.

LEGEND

- 1 Min. of (7) 3" Sq. Surfaced-Mounted Galvanized Steel Fence Posts w/ Cap, Powder-Coated Black
- 2 1" x 5.5" Composite Wood Fence, Square Edge Board Butted with 1/4" Min. Gap, "Woodland Brown" Color. (Trex® or approved equal)
- 3 New Reinforced 5" PCC Pad (#4 Bars @ 48" Grid)
- 4 ADA portable restroom (size 7.5' x 5.5') (by others)

PARK PARKING LOT

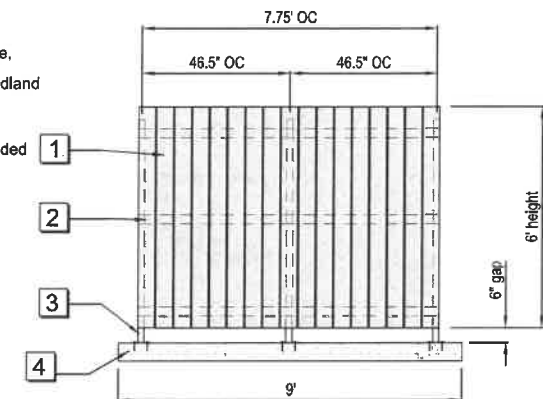
TAPER CURB TO MATCH NEW SIDEWALK



1 KYBO ENCLOSURE PLAN (BY OTHERS)
D2 N.T.S.

LEGEND

- 1 1" x 5.5" Composite Wood Fence, Square Edge Board Butted with 1/4" Min. Gap, "Woodland Brown" Color. (Trex® or approved equal)
- 2 3" Galvanized Steel Frame, Welded Joints To Be Ground Smooth, Powder-Coated Black
- 3 3" Sq. Surfaced-Mounted Galvanized Steel Fence Posts, Powder-Coated Black
- 4 New Reinforced 5" PCC Pad (#4 Bars @ 48" Grid)



2 KYBO ENCLOSURE ELEVATION: REAR VIEW (BY OTHERS)
D2 N.T.S.

CITY OF WEST DES MOINES
DEPARTMENT OF PARKS AND RECREATION
PARKS DIVISION
4000 MILLS DRIVE PARKWAY, WEST DES MOINES, IOWA 50314
WEST DES MOINES, IOWA 50314
FAX: NO. 815.622.5488



REVISION	DATE
SUB #1	7/18/18

DATE 8/7/18

IOWA

PINEDALE PARK

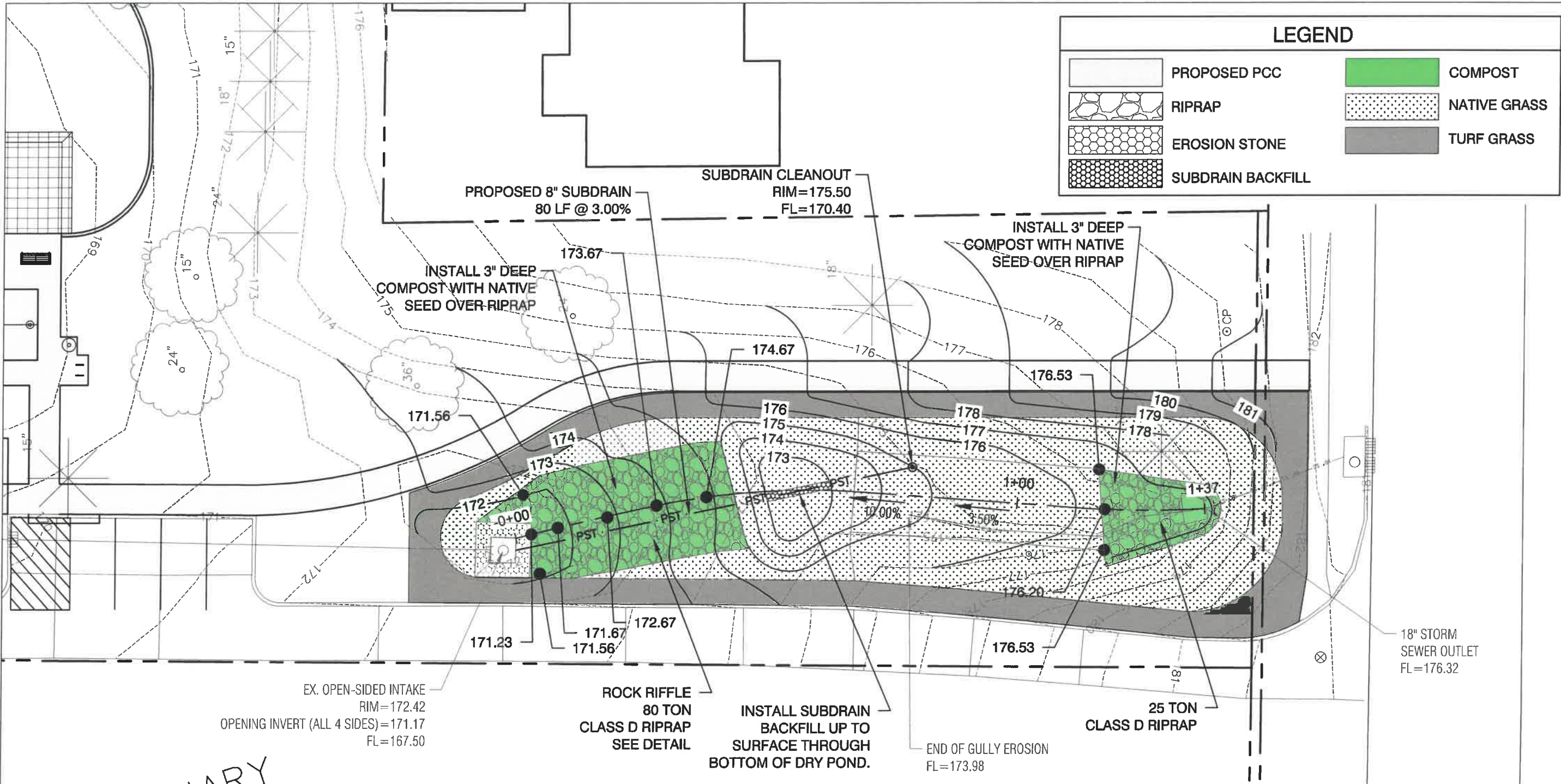
WEST DES MOINES

DRAWN: M.L.G. REVIEWED: K.J.C.

SCALE -

TITLE DETAILS

SHEET D2

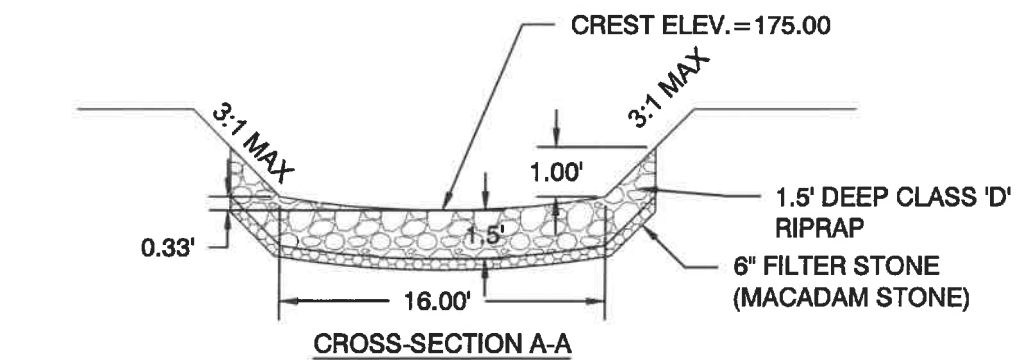


PRELIMINARY
NOT FOR CONSTRUCTION

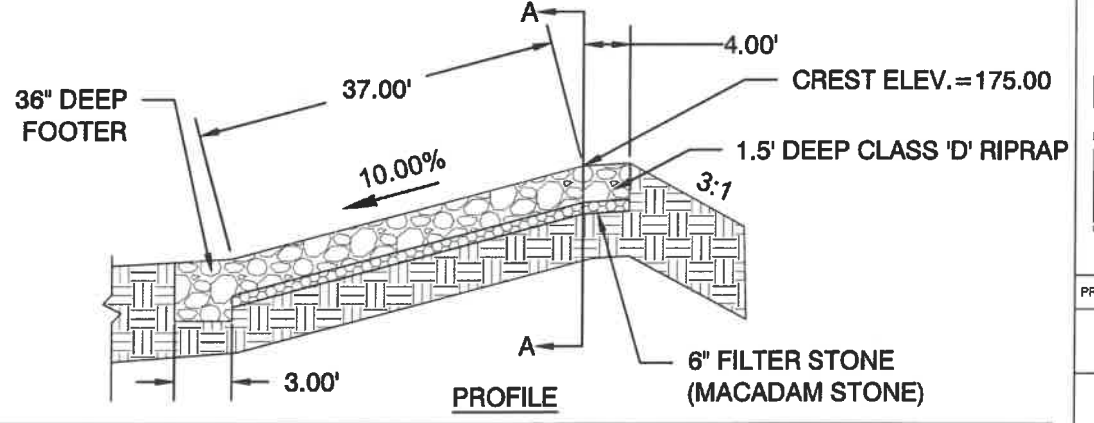
IOWA ONE CALL
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2 Working Days BEFORE YOU DIG
DigSafeWait48.com



GRAPHIC SCALE



1 ROCK RIFFLE
NOT TO SCALE



PINEDALE PARK IMPROVEMENTS
SP-003987-2018
WEST DES MOINES, IOWA
DRAINAGE PLAN

LT LEON ASSOCIATES INC.
500 EAST LOCUST STREET, SUITE 400
DES MOINES, IOWA 50309
www.ltleon.com

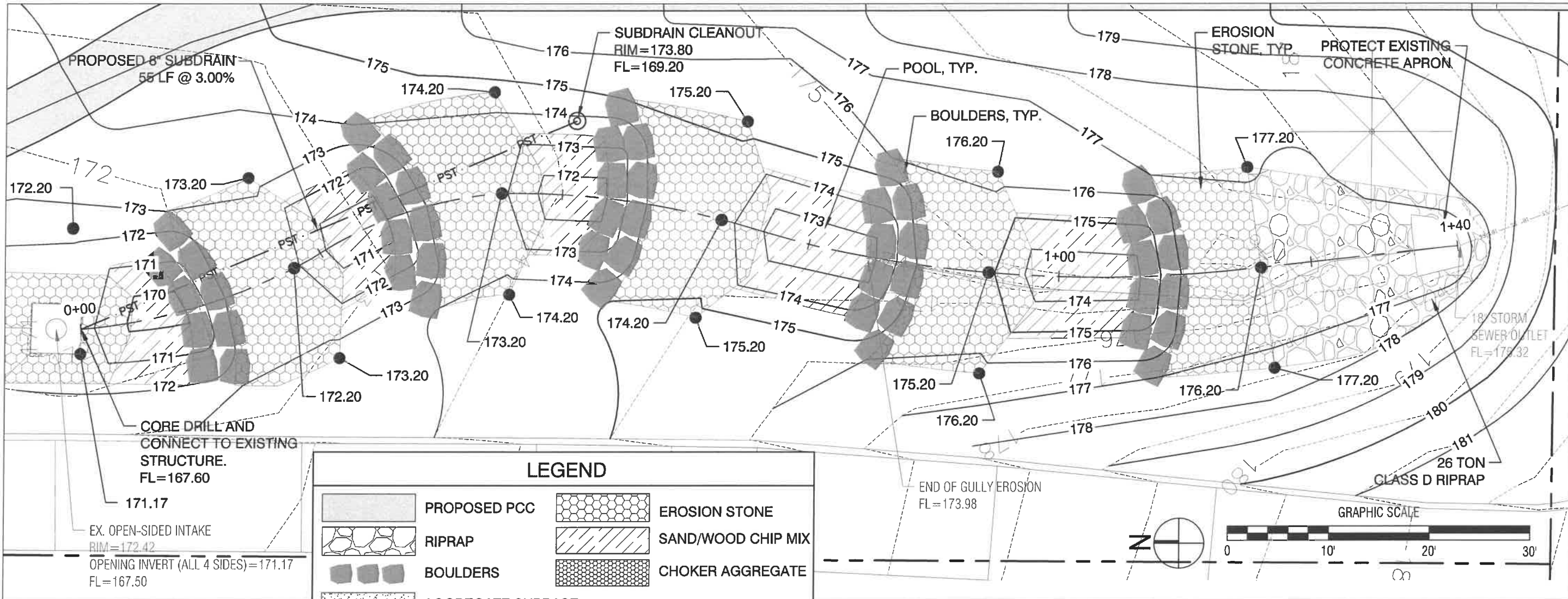
PROJECT NO. 011.013

DRAINAGE PLAN

SHEET NO.

C1

NO.	REVISION	BY	DATE
DESIGNED: POS	PROJECT NO.: 011.013		
DRAFTED: BAY	FILE NUMBER: 011.013		
CHECKED: LTL	SHEET NO.: C1		
SCALE: 1"=20'	DATE: AUGUST 7, 2018		

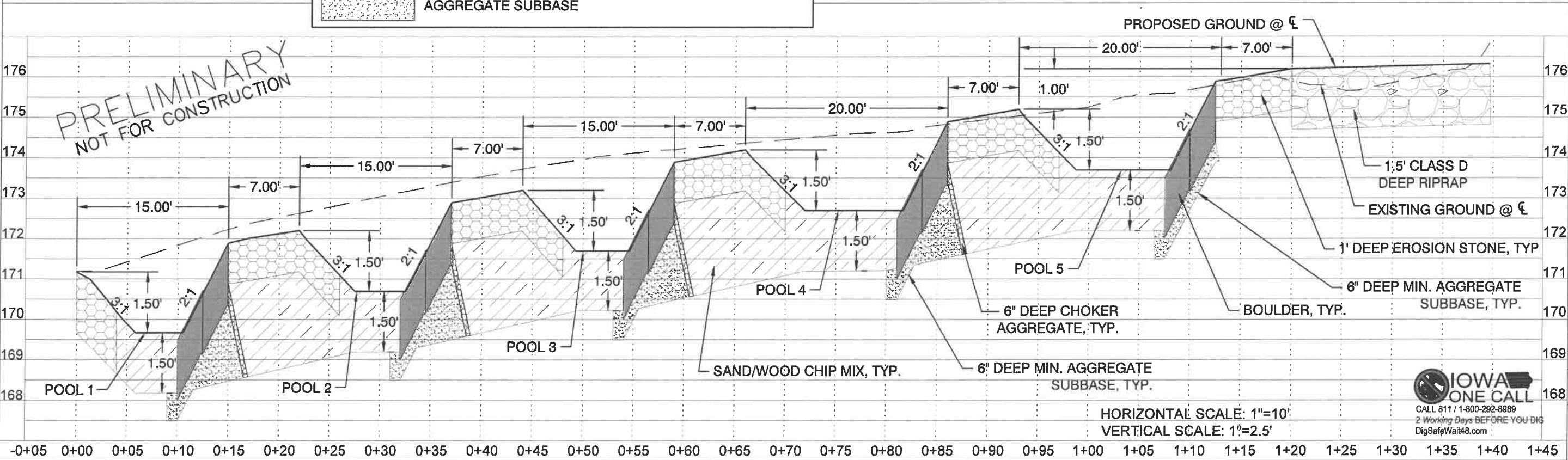


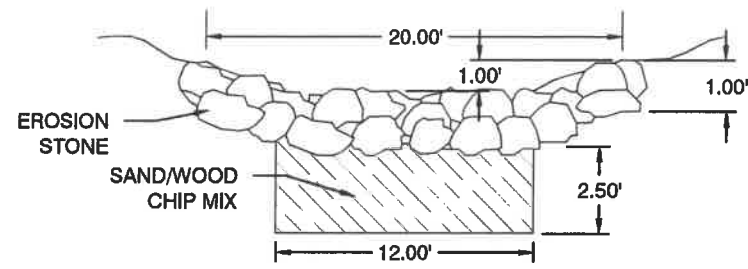
NO.	REVISION	BY	DATE
DESIGNED: LTL	PROJECT NO.: 011.013		
DRAFTED: PDS	FILE NUMBER: 011.013		
CHECKED: LTL	SHEET NO.: C2		
SCALE: 1"=10'	DATE: AUGUST 7, 2018		

PINEDALE PARK IMPROVEMENTS
SP-003987-2018
WEST DES MOINES, IOWA
SPSC PLAN AND PROFILE

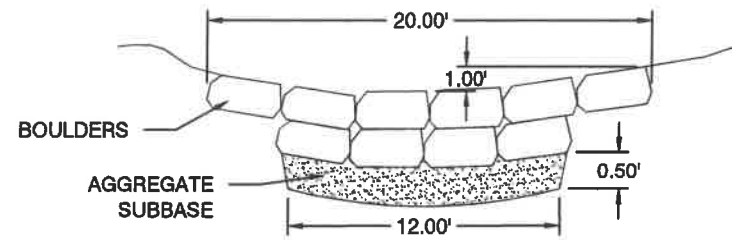
LITTLEON
ASSOCIATES INC.
500 EAST HURD STREET, SUITE 400
DES MOINES, IOWA 50309
OFFICE: 515-422-7005
WWW.LITTLEON.COM

PROJECT NO. 011.013
SPSC PLAN AND PROFILE
SHEET NO. C2

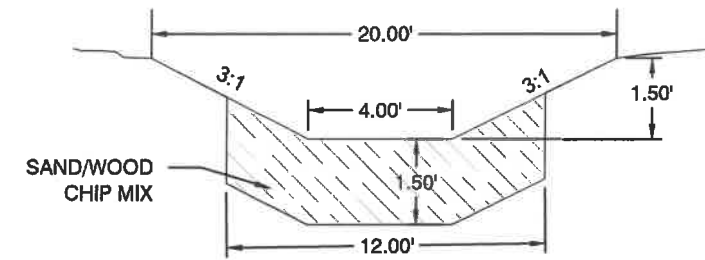




1 SPSC TYPICAL RIFFLE WEIR CROSS SECTION THROUGH EROSION STONE
NOT TO SCALE



2 SPSC TYPICAL RIFFLE WEIR CROSS SECTION THROUGH BOULDERS
NOT TO SCALE



3 SPSC TYPICAL POOL CROSS SECTION
NOT TO SCALE

PRELIMINARY
NOT FOR CONSTRUCTION

STANDARD DETAILS - SUDAS

THE FOLLOWING LIST OF DETAILS FROM THE 2018 VERSION OF THE IOWA STATEWIDE URBAN DESIGN AND STANDARD SPECIFICATIONS (SUDAS) ARE APPLICABLE FOR THIS PROJECT.

FIGURE	DATE	TITLE
3010.103	10-18-16	FLEXIBLE GRAVITY PIPE TRENCH BEDDING (SW-103)
4040.231	10-21-14	SUBDRAINS
4040.232	10-18-16	SUBDRAIN CLEANOUTS
4040.233	10-18-16	SUBDRAIN OUTLETS
9040.111	10-21-14	RIP RAP APRON FOR PIPE OUTLET INTO CHANNEL
9040.120	10-21-14	STABILIZED CONSTRUCTION ENTRANCE

PINEDALE PARK IMPROVEMENTS
SP-003987-2018
WEST DES MOINES, IOWA
TYPICAL DETAILS



PROJECT NO. 011.013

TYPICAL DETAILS

SHEET NO.

C3

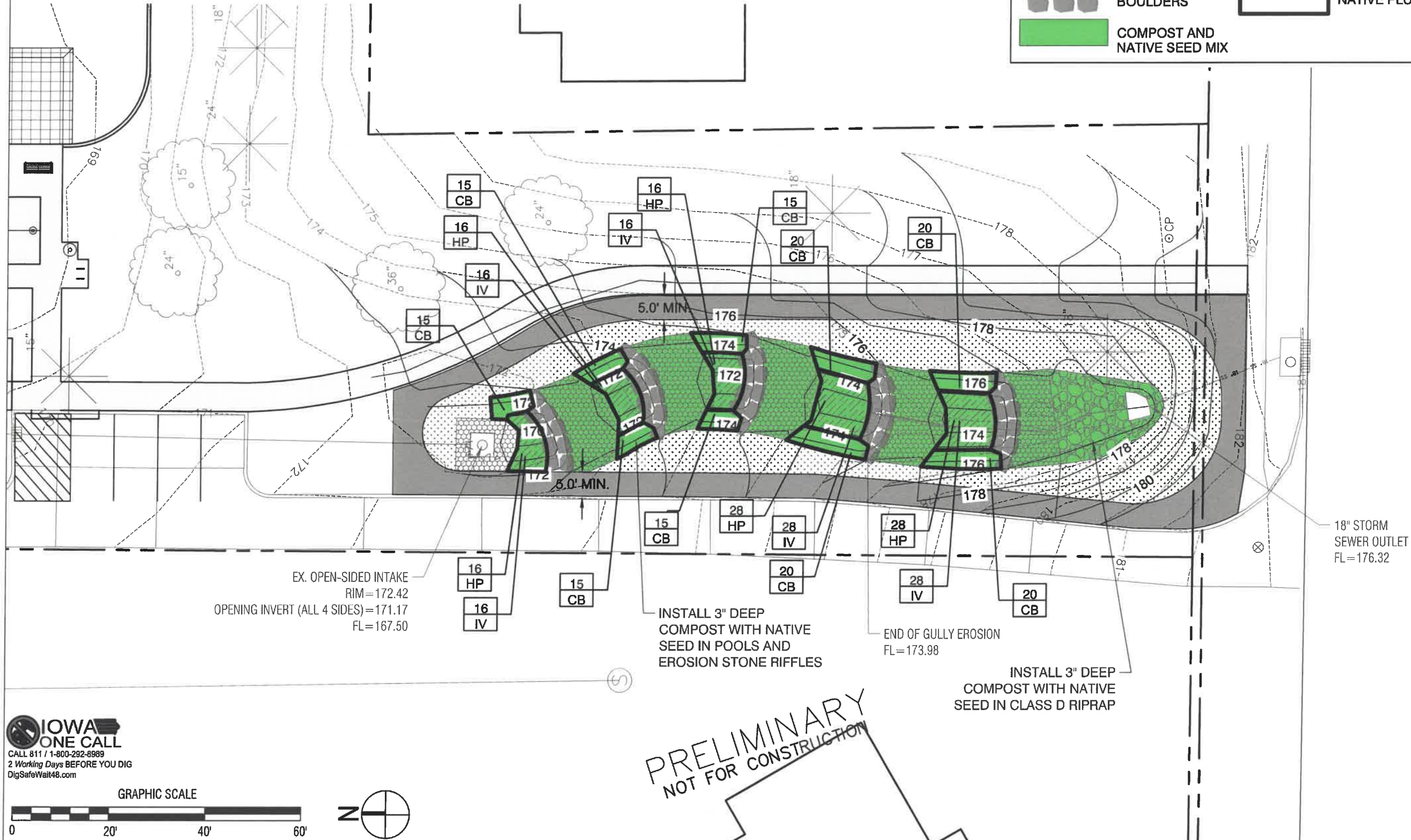
NO.	REVISION	BY	DATE
DESIGNED: PDS	PROJECT NO.: 011.013		
DRAFTED: BAY	FILE NUMBER: 011.013		
CHECKED: LTL	SHEET NO.: C3		
SCALE: NA	DATE: AUGUST 7, 2018		

PLANTING SCHEDULE

KEY	QTY.	BOTANICAL NAME	COMMON NAME	SIZE	CONDITION	MAX HEIGHT & WIDTH	REMARKS
CB	155	Carex bicknellii	White-Tinged Sedge	36 CELL FLAT	PLUG		
IV	104	Iris versicolor	Blue Flag Iris	36 CELL FLAT	PLUG	2'-2.5' x 2'-2.5'	Spring Blooming
HP	104	Helianthus pauciflorus	Showy Sunflower	36 CELL FLAT	PLUG		

Note: All Plant Spacing = 18" ON CENTER SQUARE SPACING

LEGEND			
	PROPOSED PCC		NATIVE GRASS MIX
	RIPRAP		TURF GRASS
	COBBLE		SAND/WOODCHIP MIX
	BOULDERS		NATIVE PLUGS
	COMPOST AND NATIVE SEED MIX		



EX. OPEN-SIDED INTAKE
RIM=172.42
OPENING INVERT (ALL 4 SIDES)=171.17
FL=167.50

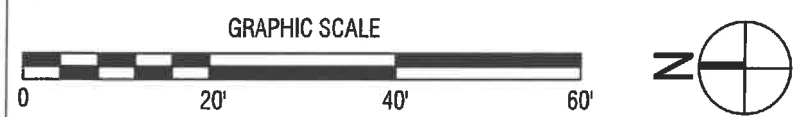
INSTALL 3" DEEP
COMPOST WITH NATIVE
SEED IN POOLS AND
EROSION STONE RIFFLES

END OF GULLY EROSION
FL=173.98

INSTALL 3" DEEP
COMPOST WITH NATIVE
SEED IN CLASS D RIPRAP

18" STORM
SEWER OUTLET
FL=176.32

IOWA ONE CALL
CALL 811 / 1-800-292-8989
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**PRELIMINARY
NOT FOR CONSTRUCTION**

PINEDALE PARK IMPROVEMENTS
SP-003987-2018
WEST DES MOINES, IOWA
PLANTING PLAN

LEON ASSOCIATES INC
500 EAST LOCUST STREET, SUITE 400
DES MOINES, IOWA 50309
www.leon.com

PROJECT NO. 011.013

PLANTING PLAN

SHEET NO.

C4

NO.	REVISION	BY	DATE
DESIGNED: PDS			
DRAFTED: BAY			
CHECKED: LTL			
SCALE: 1/20			
PROJECT NO.: 011.013			
FILE NUMBER: 011.013			
SHEET NO.: C4			
DATE: AUGUST 7, 2018			

Prepared by: J.B. 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 THE SITE PLAN (SP-003987-2018) TO ALLOW CONSTRUCTION OF PARK IMPROVEMENTS.

WHEREAS, pursuant to the provisions of Title 9, Chapter 1 et seq, of the West Des Moines Municipal Code, the applicant, The City of West Des Moines, has requested approval for Site Plan (SP-003987-2018) for that site at 3375 Woodland Avenue for the purpose of park improvements;

Legal Description of Property

COMMENCING AT A POINT OF REFERENCE AT THE SW CORNER OF LOT 1 OF SAID WOODLAND PARK PLAZA PLAT 1; THENCE N00°54'46"W, 2.00 FEET ALONG THE WEST LINE OF SAID LOT 1 TO THE POINT OF BEGINNING; THENCE N89°48'22"W, 90.14 FEET TO A POINT; THENCE N00°13'30"E, 340.45 FEET TO A POINT; THENCE N89°03'22"E, 163.29 FEET TO A POINT ON THE WEST LINE OF SAID LOT 4; THENCE S00°56'38"E, 171.05 FEET ALONG SAID WEST LINE TO THE NE CORNER OF SAID LOT 1; THENCE N89°38'32"W, 80.04 FEET ALONG THE NORTH LINE OF SAID LOT 1 TO THE NW CORNER OF SAID LOT 1; THENCE S00°54'46"E, 174.94 FEET ALONG THE WEST LINE OF SAID LOT 1 TO THE POINT OF BEGINNING AND CONTAINING 0.992 ACRES (43,213 SQUARE FEET).

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 August 27, 2018, the Plan and Zoning Commission did recommend to the City Council approval of the Site Plan (SP-003987-2018);

WHEREAS, on, September 4, 2018, this City Council held a duly-noticed meeting to consider the application for Site Plan (SP-003987-2018);

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WEST DES MOINES DOES RESOLVE AS FOLLOWS:

SECTION 1. The findings, for approval, stated in the staff report, dated September 4, 2018, or as amended orally at the City Council meeting of September 4, 2018, are adopted.

SECTION 2. Site Plan (SP-003987-2018) to allow construction of park improvements is approved, subject to compliance with all the conditions in the staff report, dated September 4, 2018, 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 September 4, 2018.

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 September 4, 2018, by the following vote:

ATTEST:

Ryan T. Jacobson
City Clerk

EXHIBIT "A"
CONDITIONS OF APPROVAL

1. None

MEMORANDUM

TO: Mayor and City Council
FROM: Christine Gordon, AICP, Housing Planner
DATE: September 4, 2018
RE: Funding Allocation and Program Guidelines

I have prepared program guidelines for the three programs discussed at the August 20th, 2018 City Council meeting to be funded with Woodland Hills TIF.

1. *Down Payment Assistance* – Match funds to assist with the down payment for first time home buyer with a household annual income of less than 80% Area Median Income. The City will be working within an existing program through Neighborhood Finance Corporation (NFC) for Polk County only. In the balance of the City, city staff will operate the program but NFC will be doing the underwriting (qualifying applicants to be able to pay for mortgage). The details of this partnership with NFC are still being developed.
2. *Home Rehabilitation* – Assist owner-occupied units with necessary home repairs of up to \$15,000 for households with annual income of less than 80% Area Median Income. This is very similar to the current programs with the exception of who does the work. West Des Moines currently has 14 households on the waiting list for Metro Home Improvement Program and typically 3 households are served each year.
3. *Valley Junction Upper Story Housing* – Competitive funding for one to one match money for new construction and/or rehabilitation of spaces in the commercial area of Valley Junction for upper story housing to be rented at Fair Market Rents to households at less than 80% Area Median Income. Detailed guidelines for this program are attached.
4. *Neighborhood Finance Corporation Home Repair Program* - Staff will work with Neighborhood Finance Corporation to expand the current boundaries of the program.

Enclosed:

- 2018 Income Guidelines and Fair Market Rents
- 2018 Utility Allowances – used for tenant paid utilities when figuring maximum rent

Down payment Assistance

Type of Housing Assistance	Home Ownership
Uses	Purchase of home – single family, townhouse, or condo within City limits of West Des Moines
General Rules/Purpose of Program	<ul style="list-style-type: none"> • Assist buyers to purchase homes in West Des Moines. • First time homebuyer – have not owned a home in the last 5 years • Funds will be available first come, first serve until funds are depleted
Eligible Households	<80% Area Median Income (AMI) – Household of 4 is \$63,700 annual gross income
Amount of Assistance per household or per unit	For every dollar from the homebuyer, the City will contribute \$2. 1:2 match up to \$10,000
Guarantee of Investment	5 year promissory note decreasing 20% each year – only come due if house is sold in the 5 years of note (forgivable loan over 5 years)
Administrative Entity	Neighborhood Finance Corporation
Funding Availability	Beginning January 1, 2019, \$50,000 will be available

Home Rehabilitation

Type of Housing Assistance	Home Ownership
Uses	Rehabilitation of existing units
General Rules/Purpose of Program	<ul style="list-style-type: none"> • Assist homeowners with home repairs related to mechanicals, weatherization, and accessibility • Must be owner and occupant of the home • Funds will be available first come, first serve until funds are depleted. Notice of the program will be made to the applications on the Metro Home Improvement Program waiting list (14 households on list as of 8-21-18) • Homeowners will obtain 3 bids on their own and bids will be reviewed and approved by the City
Eligible Households	<80% Area Median Income (AMI) – Household of 4 is \$63,700 annual gross income
Amount of Assistance per household or per unit	A maximum of \$15,000 per house
Guarantee of Investment	5 year promissory note decreasing 20% each year – only come due if house is sold in the 5 years of note (forgivable loan over 5 years)
Administrative Entity	City of West Des Moines
Funding Availability	Beginning January 1, 2019, \$150,000 will be available

Valley Junction Upper Story Housing

Type of Housing Assistance	Rental
Uses	New construction or rehabilitation of existing second story and above spaces into rental housing in the area of Railroad to Vine, alley between 3 rd and 4 th Streets to alley between 6 th and 7 th Streets
General Rules/Purpose of Program	<ul style="list-style-type: none"> • Applications will be taken during a competitive round. If any funds remain, those funds will be available on a first come first serve basis until June 30, 2019 • A committee will review the applications and score them • The funds are a minimum of 1 to 1 match with funds from the developer/applicant. • Payments will be made on a reimbursement basis with receipt of paid invoices and lien waivers
Eligible Households	<80% Area Median Income (AMI) – Household of 4 is \$63,700 annual gross income
Amount of Assistance per household or per unit	A maximum of \$75,000 per unit
Guarantee of Investment	Development Agreement recorded against property for 15 years of affordability – units must be leased to household below 80% of Area Median Income and the units must be rented at Fair Market Rents for the 15 year period – the City will be reviewing income verifications at move-in of tenants and receive annual reports with occupancy and rents.
Administrative Entity	City of West Des Moines
Funding Availability	Beginning January 1, 2019, \$750,000 will be available

Valley Junction Upper Story Housing Program

Program: Valley Junction Upper Story Housing Program

Purpose: To provide financial assistance to property owners in the renovation, upgrade, and new construction of the residential portion of mixed use properties within the designated areas.

Projects eligible for funding include but are not limited to:

1. major renovation of structural elements of the building, including new or replacement roofs;
2. total renovation and rehabilitation of underutilized building areas for housing;
3. new construction of residential units in a mixed-use development;
4. facade improvements;
5. residential additions to existing buildings;
6. ADA compliance;
7. installation and upgrades to electrical, plumbing, and mechanical systems to bring those systems up to current building codes standards;
8. upgrades to or installation of fire suppression systems; and
9. the cost associated with professional services of an architect, engineer, or other design professional.

These funds may be used in combination with the Regulatory Compliance Funds (RCF), and the Property Improvement Fund (PIF), but not with the Property Tax Rebate Program (PTR).

Eligible Areas: The commercial areas of the Historic West Des Moines study area: Railroad Avenue to Vine Street, alley between 3rd and 4th Streets to alley between 6th and 7th Streets

Program Funding: Properties owners within the designated areas are eligible to apply for funding of a forgivable loan up to \$75,000 per residential unit on a minimum of a dollar per dollar match from other funding sources. The match cannot come from the other City programs.

Funding will be on a first come, first serve basis until June 30, 2019.

Unless otherwise approved by the City Council, the amount of the award shall not exceed 50% of the assessed value of the property.

Program Mechanics: Property owners wishing to apply for funding through the Valley Junction Upper Story Housing Program must submit an application to the Community and Economic Development Department through the competitive round.

Staff shall review the application for completeness. Once a determination of completeness has been made by staff, the application shall be referred to the Redevelopment Due Diligence Committee for a recommendation.

Multiple applications from the same property owner/developer for different buildings may be submitted during any one funding round.

Any project for which a building permit has already been issued will be ineligible for funding.

The Redevelopment Due Diligence Committee (Committee) shall be appointed by the Mayor and be made up of three representatives from the Historic West Des Moines Master Plan Study area, three citizens from the community at-large and three representatives from the West Des Moines Chamber of Commerce who are within the financial community in West Des Moines. The Committee shall score the applications for financial soundness and compliance with the adopted review criteria.

The Committee upon finalizing its review shall submit its recommendations to the Finance and Administration City Council (F&A) Subcommittee for its review. The F&A Subcommittee will forward its recommendations to the City Council for ultimate action to approve or deny the request.

In addition, the property owner/developer will be required to enter into a development agreement with the City before any work can begin. As part of the development agreement, the property owner will commit to leasing each assisted unit to households making at or below 80% of the Area Median Income (AMI) for a period of fifteen (15) years, see attached chart and the assisted units must be rented at Fair Market Rents during that fifteen (15) year time frame.

If the project is approved for funding, the property owner/developer will be required to submit documentation of project expenses, paid invoices, and lien waivers before release of funds. Funding will be on a reimbursement basis.

The City will review income verifications prior to move-in of tenants and receive an annual report with occupancy and rents.

In event of non-compliance, the City may make no further disbursements under the grant and demand repayment from the Grantee of all or a portion of amounts previously disbursed under the grant.

Funding: The approval of participation in this program does not imply that any legal entitlement is granted or that any business or property owner that meets the identified requirements will be offered the grant.

The City Council at its sole discretion shall be responsible for consideration and potential approval of the grant.

All construction work shall begin within six months of signing of the Development Agreement and, either a final inspection has occurred or a final occupancy permit has been issued before the property owner is allowed to submit documentation for a request for a final reimbursement.

Progress payments may be made upon completion of distinct phases of work, if it has been identified in the Development Agreement as permitted.

Timeline: The program shall run until whichever comes first, June 30, 2019 or until the funds committed to the Program have been expended. At that time the Finance and Administration City Council Subcommittee shall evaluate the Program for its effectiveness, and then make a recommendation to the full City Council as to whether the Program should be continued and re-funded or be allowed to sunset.

2018 HUD Income Limits

	% of Area Median Income	Household Size							
		1	2	3	4	5	6	7	8
Extremely Low Income	30%	16,750	19,150	21,550	23,900	25,850	27,750	29,650	31,550
Very Low Income	50%	27,900	31,850	35,850	39,800	43,000	46,200	49,400	52,550
	60%	33,480	38,220	43,020	47,760	51,600	55,440	59,280	63,060
Low Income	80%	44,600	51,000	57,350	63,700	68,800	73,900	79,000	84,100
Area Median Income	100%	55,800	63,700	71,700	79,600	86,000	92,400	98,800	105,100

FY 2018 Rents from Housing Tax Credit Program for Polk County

Efficiency	One-bedroom	Two-bedroom	Three-bedroom	Four-bedroom
30%	418	538	681	843
40%	558	717	828	924
50%	697	896	1,035	1,155
60%	837	1,075	1,242	1,386
80%	1,115	1,433	1,656	1,847

* Maximum rent that may be charged including tenant furnished utilities (see next page for current utility allowances)

Allowances for Tenant-Furnished Utilities and Other Services

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 04/30/2018)

See Public Reporting Statement and Instructions on back

Locality		Unit Type					Date (mm/dd/yyyy)
CIRHA		Apartment/Row House/Semi-Detached					03/01/2018
Utility or Service	Monthly Dollar Allowances						
	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	
Heating	a. Natural Gas	15	18	21	23	26	29
	b. Bottle Gas	49	59	68	78	87	97
	c. Oil / Electric	21	25	34	43	52	60
	d. Coal / Other	13	15	20	25	31	36
Cooking	a. Natural Gas	2	2	3	4	5	5
	b. Bottle Gas	7	7	9	14	16	17
	c. Oil / Electric	7	8	10	11	13	15
	d. Coal / Other						
Other Electric	22	26	34	42	51	59	
Air Conditioning	4	4	7	10	12	15	
Water Heating	a. Natural Gas	6	7	10	13	14	16
	b. Bottle Gas	21	23	35	42	47	54
	c. Oil / Electric	16	18	26	33	38	42
	d. Coal / Other						
Water	34	35	44	53	62	70	
Sewer	34	35	46	56	66	77	
Trash Collection	17	17	17	17	17	17	
Range/Microwave	12	12	12	12	12	12	
Refrigerator	13	13	13	13	13	13	
Other -- specify							

Actual Family Allowances To be used by the family to compute allowance.

Complete below for the actual unit rented.

Name of Family	Utility or Service	per month cost
	Heating	\$
	Cooking	
	Other Electric	
	Air Conditioning	
	Water Heating	
	Water	
	Sewer	
	Trash Collection	
	Range/Microwave	
Address of Unit	Refrigerator	
	Other	
	Total	\$
Number of Bedrooms		