



101 NE Hawley, Grimes, Iowa 50111 515.986.3036 Fax 515.986.3846

**CITY COUNCIL MEETING**

Grimes City Hall 5:30 P.M.

June 24, 2014

**Mayor Tom Armstrong**

**City Council: Jill Altringer, Tami Evans, Craig Patterson**

**Ty Blackford and Doug Bickford**

**City Administrator Kelley Brown**

**City Clerk Rochelle Williams, City Treasurer Deb Gallagher,**

**City Attorneys Tom Henderson, Erik Fisk**

**City Engineer John Gade**

Every member of the public and every Council Member desiring to speak shall address the presiding officer, and upon recognition by the presiding officer, shall confine comments to the question under debate, avoiding all indecorous language and references to personalities and abiding by the following rules of civil debate.

- We may disagree, but we will be respectful of one another
- All comments will be directed to the issue at hand
- Personal attacks will not be tolerated

**GENERAL AGENDA ITEMS.**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of the Agenda
5. Quarterly Report on Metro Waste Authority – Ron Long
6. Approval of the Consent Agenda (**Discussion is not allowed unless the Mayor or a City Council Member ask for an item to be removed and placed under Council actions for consideration**)
  - A. Minutes from June 10, 2014 Council Meeting
  - B. Pay Request to AECOM Technical Services for the Northwest Transportation Corridor Feasibility Study - \$2,246.85
  - C. Tobacco License for Dollar General - July 1 (*yearly renewal*)
  - D. Central Pump & Motor – SE Liftstation Pump #1 and #2 *removal, rebuild and reinstall* – \$10,489.57
  - E. Melvin Marsh for Annual Reed Bed Cleaning out of Solids - \$30,250
  - F. Request for 3% Staff Pay Increase for 2014-2015 City of Grimes Recreation Staff
  - G. Request for 3% Summer Seasonal Staff for Grimes Park and Recreation Staff – effective June 1
  - H. Request for 3% Increase for all Administrative Staff for 2014/2015
  - I. Grimes Chamber and Economic Development & Tourism Expenses Request for Reimbursement –



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\$35,280.21 (incurred expenses)

- J. Pay Request #11 to Absolute Concrete for the SE Main Street Project
- K. Changer Order #6 for Absolute Concrete for the SE Main Street Project
- L. Resolution #06-2814 Relating to Financing of a Project to be Undertaken by the City of Grimes, Iowa; Establishing Compliance with Reimbursement Bond Regulations under the Internal Revenue Code and authorizing transfer of funds (for the SE 19<sup>th</sup> Street Project)
- O. Claims dated June 24, 2014

## 7. PEOPLESERVICE REPORT

**PUBLIC AGENDA ITEMS** Council may consider and potentially act on the following Public Agenda items.

- A. Third Reading of Ordinance #632 Curb It! Fee effective July 1, 2014 increasing \$.04 to \$2.65 per Household, 1.5% increase

## PUBLIC FORUM

“Those people wishing to address the Council need to sign up on the sheet which has been provided on the table near the door. Each person will be allowed three minutes from the podium and may address no more than two issues per Grimes Rules of Procedure for Conduct of City Business – May 2005.”

## COUNCIL ACTIONS

- A. 28E Agreement for Funding of Emergency Management Administration (*agreement by and among Members of the Polk County Emergency Management commission for funding of Emergency Management Administration Agreement*)
- B. Resolution 06-2714 Adopting the Polk County Multi-Jurisdictional Local Hazard Mitigation Plan (*a hazard mitigation plan is requires as a condition of future funding for FEMA*)

## COUNCIL DISCUSSIONS

1. Mayor's Report
2. City Attorney's Report
3. City Engineer's Report
4. City Staff Report
5. Old Business
6. New Business

## ADJOURNMENT



**CITY COUNCIL MEETING**  
**Workshop immediately following Council Meeting**  
**Tuesday, June 24, 2014**  
**Grimes City Hall**

**Following the City Council Meeting**  
**Mayor Tom Armstrong**

**City Council: Craig Patterson, Jill Altringer, Tami Evans, Ty Blackford, Doug Bickford**  
**City Administrator Kelley Brown, City Clerk Rochelle Williams,**  
**City Treasurer Deb Gallagher**  
**City Attorneys Tom Henderson**  
**City Engineer John Gade**

**I. GENERAL AGENDA ITEMS**

1. Call to Order
2. Roll Call
3. Approval of the Agenda
4. Discussion on Request for Curb Cut at 304 SE Main Street
5. Discussion on Trailers/Vehicles in Backyards
6. Discussion on Franchise Fee
7. New Business

**II. ADJOURNMENT.**

**CITY COUNCIL MEETING**  
Tuesday, June 10, 2014  
Grimes City Hall 5:30 P.M.

The regular meeting of the Grimes City Council was called to order by Mayor Armstrong on Tuesday, June 10, 2014 at 5:30 P.M. at the Grimes City Hall. Mayor Pro Tem Evans led the Pledge of Allegiance. Roll Call: Present: Patterson, Evans, Blackford, Bickford Absent: Altringer

**GENERAL AGENDA ITEMS.**

**APPROVAL OF THE AGENDA**

Mayor Pro Tem Evans asked for approval of the agenda with a request to remove Item E under Council Actions.

Moved by Patterson, Seconded by Blackford; the agenda shall be approved.

Roll Call: Ayes: All. Nays: None. Motion passes: 4 to 0.

**Approval of the Consent Agenda**

A. Minutes from May 13, 2014 Council Meeting B. Tobacco Permits 2014/2015 (effective for July 1 – yearly renewal) C. Hutchinson Salt Company – salt for storage building \$73,647.14 D. Request for Fireworks Display for July 5<sup>th</sup> for Cutty’s Des Moines Camp Club E. Request for Fireworks Display for October 4<sup>th</sup> at Cutty’s Des Moines Camp Club F. Des Moines Area Metropolitan Planning Organization Fiscal Year 2015 Assessment \$8,246 (*amount assessment rate of \$1.00 per capita according to 2010 Census population figure of 8,246*) G. Mississippi Line Company – quickline \$3,662.70 (*operational chemicals for plant*)H. Sanitary Sewer Easement with Metro Waste Authority (*easement for the purpose of construction, installation and maintenance of sanitary sewer*) I. Sanitary Sewer Easement Vacation with City of Grimes and Metro Waste Authority (*easement - as part of the platting of Lot 6, Gateway Commerce Plat 1*)J. Sanitary Sewer Easement Vacation with City of Grimes and Metro Waste Authority (*easement recorded in Book 7779 at page 175 of the Polk County records*) K. Pay Request to Edge Commercial for Glenstone Park Phase I - \$68,720.33 L. UTV Bobcat in an amount not to exceed \$23,000 M. Two Red Toyota Prius from Toyota of DM in the amount of \$22,450 each for building department N. Pay Request #1 to Koester Construction Company for Grimes City Hall/Chamber Remodel - \$32,214.17 O. Claims dated June 10, 2014 in the amount of \$3,272,489.78.

Moved by Blackford, Seconded by Patterson; the Consent Agenda shall be approved.

Roll Call: Ayes: All. Nays: None. Motion passes: 4 to 0.

**Fire Chief Report**

Fire Chief Krohse that for the month of May they had 78 calls. He added that currently they are 80 calls above last year. Chief Krohse stated that in an effort to be proactive they had a crew at the fire station the night of the anticipated storm. He added that luckily they were not needed for any emergencies.

**Patrol Report**

Division Commander Captain Steve Schneider from the Polk County Sheriff’s Department was present. He stated that there were 396 calls for service with 53 case and 172 traffic stops. Captain Schneider added that the drug drop off box would be ready soon to be placed in the City of Grimes.

**PUBLIC AGENDA ITEMS** Council may consider and potentially act on the following Public Agenda items.

**A. Public Hearing for the City of Grimes 2013-2014 Budget Amendment**

Mayor Pro Tem Evans opened the Public Hearing at 5:35 pm. There being no oral or written comments the Hearing was closed at 5:35 pm.

**B. Resolution 06-2614 Approving the City of Grimes 2013-2014 Budget Amendment**

City Administrator Brown advised that this amendment was to cover a bond payment on the ASR Well. Moved by Blackford, Seconded by Bickford; Resolution 06-2614 approving the City of Grimes 2013-2014 Budget Amendment shall now pass.

**C. Second Reading of Ordinance #632 Curb It! Fee effective July 1, 2014 increasing \$.04 to \$2.65 per Household, 1.5% increase**

Moved by Patterson, Seconded by Blackford; the Second Reading of Ordinance #632 Curb It! Fee shall now pass.

Roll Call: Ayes: All. Nays: None. Motion passes: 4 to 0.

**D. Congregate Meal Site 28E Extension Agreement (*extension of existing agreement through June 30, 2017*)**

City Administrator Brown advised that this has been a great program and very successful.

Moved by Blackford, Seconded by Patterson; the Congregate Meal Site 28E Extension Agreement shall be approved.

Roll Call: Ayes: All. Nays: None. Motion passes: 4 to 0.

**PUBLIC FORUM**

Richard Loew of 304 SE Main was present to discuss his property. He is requesting a curb cut in order to have access to his garage on SE Main Street. City Engineer Gade advised that they had an agreement with the previous owner when the SE Main Street project was being done and that owner had agreed to not having access from SE Main Street. Gade advised that this property has other options for access. The Council will discuss this issue further at a workshop.

**COUNCIL ACTIONS**

**A. Meadowlark South Plat 5 -- Final Plat**

Chad Billings of Engineering Resource Group, 2413 Grand Avenue Des Moines, Iowa addressed the Council on behalf of the owner Hubbell Development. Billings stated that this plat contains 29 single family lots. He added this is the second to the last plat of the Meadowlark project. City Engineer Gade advised that Planning and Zoning approved this Final Plat subject to review by the City's legal department and he had no issues.

Moved by Blackford, Seconded by Bickford; Meadowlark South Plat 5- Final Plat shall be approved subject to approval of the outstanding legal documents.

Roll Call: Ayes: All. Nays: None. Motion passes: 4 to 0.

**B. Prairie Business Park -- Site Plan**

Steve Gaer of R & R Investors was present regarding the site plan. Gaer provided elevation drawings of the proposed building. Gaer discussed some changes to the access drives. Gaer also stated that the developer is asking to postpone the installation of windows on the south elevation until such times as they could determine if this building would stay at the initial size or be expanded. He added that this would not extend beyond a ten year time frame. Gaer stated that at the end of ten years if the building had not expanded the windows would then be put in as requested. The exact terms would be worked out in the

development agreement. City Engineer Gade advised that Planning and Zoning approved the site plan at their meeting.

Moved by Bickford, Seconded by Blackford; the Prairie Business Park Site Plan shall be approved with the stipulation that if expansion does not happen by the end of ten years the developer will install windows as shown on drawings.

Roll Call: Ayes: All. Nays: None. Motion passes: 4 to 0.

#### **C. Metro Waste Transfer Station – Site Plan**

Jeff Dworek, Director of Operations for Metro Waste Authority, addressed the Council. Dworek provided drawings of the Metro Waste Solid Waste Transfer Station facility which will be located at 4105 SE Beisser Drive. He stated that this facility could collect solid waste from local trucks and transfer the materials inside the building to larger trailer truck which would then take those materials to the landfill. Dworek stated that in addition to the current salt storage building on this site the transfer station would be a two story metal structure, approximately 26,000 square feet with a concrete base. He provided a drawing showing how traffic would enter and exit the facility. The Council discussed concerns over litter that could come from this facility. Dworek advised that they provide very strict controls on litter within the facility and along with fencing around the site which is why they have changed the plans so that all of the tarping of the trucks is done indoors. He added that litter is picked up daily at the site. Council Member Bickford asked how many trucks would come into the site a day and was advised that there would be 80 to 120 trucks per day. City Engineer Gade advised that the site plan was approved by Planning and Zoning.

Moved by Patterson, Seconded by Blackford; the Metro Waste Transfer Station shall be approved subject to Fox Engineering letter dated May 29, 2014.

Roll Call: Ayes: All. Nays: Nonc. Motion passes: 4 to 0.

#### **D. Glenstone Trail Plat 8 – Final Plat**

Bob Gibson of Civil Design Advantage, 3405 SE Crossroads Drive Suite G, addressed the Council on behalf of Neat Feat LLC. Gibson advised that this is the final phase of the Glenstone Trail project. This project will have 14 townhome units located on 2 acres west of Glenstone Drive. City Engineer Gade advised that Planning and Zoning had approved this final plat subject to the approval of the legal documents.

Moved by Patterson, Seconded by Blackford; Glenstone Trail Plat 8 Final Plat shall be approved subject to approval of the legal documents.

Roll Call: Ayes: All. Nays: None. Motion passes: 4 to 0.

#### **E. Request for Private Fireworks Display (request removed from agenda)**

#### **F. Contract Agreement with US Water**

DeWayne Dousay and Aaron Voss from US Water were present. Voss thanked the Council for the opportunity to serve the City of Grines. City Administrator Brown advised that she was very happy with the contract with US Water and thanked them for the ease of working through the contract. City Council Member Evans stated that she appreciates all the time and effort that went into this contract but she still disagreed with the process.

Moved by Patterson, Seconded by Blackford; the Contract Agreement with US Water shall be approved.

Roll Call: Ayes: All. Nays: None. Motion passes: 4 to 0.

### **COUNCIL DISCUSSIONS**

#### **1. Mayor's Report**

Mayor Pro Tem Evans had no report

## **2. City Attorney's Report**

No report

## **3. City Engineer's Report**

City Engineer Gade advised that the SE 19<sup>th</sup> Street Project would be starting and it would be coordinated with the City of Johnston who is doing work on the same street on their side. He also advised that at the next City Council meeting he would be talking to the Council about the possibility of right turn lanes at this location.

## **4. City Staff Report**

City Administrator Brown advised that the City has hired Madonna Hughes as a receptionist at City Hall, and Dave Guthrie and Chris Poole as building inspectors.

## **5. Old Business**

Brian Buethe of Grimes Chamber and Economic Development was present to remind everyone of the upcoming Governors Days in Grimes June 12-14<sup>th</sup>. He thanked the City of Grimes along with many great sponsors for the help with the celebration.

Council Member Bickford asked about covenants being filed with the City as he understood those were already filed with the County. City Administrator Brown advised that they were filed with the County and that we have added a line to our building permits that remind people to check on their covenant before doing any type of building project.

Council Member Bickford also raised questions regarding trailer in backyards. City Administrator Brown advised that this could be discussed during the next workshop.

## **6. New Business**

### **ADOURNMENT**

Moved by Bickford, Seconded by Blackford; there being no further business, the meeting shall be adjourned at 6:13 pm.

Roll Call: Ayes: All. Nays: None. Motion passes: 4 to 0.

ATTEST:

\_\_\_\_\_  
Rochelle Williams, City Clerk

\_\_\_\_\_  
Thomas M. Armstrong, Mayor



June 20, 2014

City of Grimes  
% Kelley Brown, City Administrator  
101 NE Harvey Street  
Grimes, IA 50111

**Subject: Grimes Chamber & Economic Development  
Incurred Economic Development & Tourism Expenses  
Request for Reimbursement**

Dear Kelley,

Please find attached to this correspondence one invoice totaling \$35,280.21. The accompanying spreadsheet itemizes the expenses and distinguishes between Economic Development and Tourism categorized expenses. The invoice reflects expenses incurred by Grimes Chamber & Economic Development associated with our Economic Development and Tourism related duties.

Should you, any of the City Council members, or Mayor Armstrong have any questions, please do not hesitate to contact me at your convenience. Please note that there will be another invoice following requesting additional Tourism reimbursements. However, at this time, we are still awaiting a couple invoices and supporting documentation.

On behalf of Grimes Chamber & Economic Development, I would like to thank the City of Grimes for their continued support of this organization.

Happy New Year!

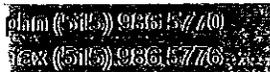
Sincerely,

Brian Buethe  
Executive Director

*Attachments*



101 NE Harvey Street Grimes Iowa 50111



ADOPT FEDERAL REIMBURSEMENT  
RESOLUTION AND TRANSFER FUNDS

419952-37

Grimes, Iowa

June 24, 2014

The City Council of the City of Grimes, Iowa, met on June 24, 2014, at \_\_\_\_\_ o'clock p.m., at the \_\_\_\_\_, Grimes, Iowa.

The meeting was called to order by the Mayor, and the roll was called showing the following Council Members present and absent:

Present: \_\_\_\_\_

Absent: \_\_\_\_\_.

It was reported that, in order to preserve the City's eligibility to issue tax exempt bonds for certain preliminary costs of the proposed SE 19<sup>th</sup> Street Improvement project, it would be necessary for the Council to adopt a resolution declaring the Council's intent to spend cash and later reimburse those expenses from the proceeds of a bond issue. Council Member \_\_\_\_\_ introduced the resolution next hereinafter set out, and moved its adoption, seconded by Council Member \_\_\_\_\_. After due consideration and discussion, the Mayor put the question upon the adoption of said resolution, and the roll being called, the following Council Members voted:

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_.

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

• • • •

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

\_\_\_\_\_  
Mayor Thomas M. Armstrong

Attest:

\_\_\_\_\_  
City Clerk Rochelle Williams

RESOLUTION NO.06-2814

Resolution relating to financing of a project to be undertaken by the City of Grimes, Iowa; establishing compliance with reimbursement bond regulations under the Internal Revenue Code and authorizing transfer of funds

BE IT RESOLVED by the City Council (the "Council") of the City of Grimes, Iowa (the "City"), as follows:

Section 1. Recitals.

(a) The Internal Revenue Service has issued Section 1.150-2 of the Income Tax Regulations (the "Regulations") dealing with the issuance of bonds, all or a portion of the proceeds of which are to be used to reimburse the City for project expenditures made by the City prior to the date of issuance.

(b) The Regulations generally require that the City make a prior declaration of its official intent to reimburse itself for such prior expenditures out of the proceeds of a subsequently issued borrowing and that the borrowing occur and the reimbursement allocation be made from the proceeds of such borrowing within a certain period after the payment of the expenditure or the date the project is placed in service; and

(c) The City desires to comply with requirements of the Regulations with respect to a project hereinafter identified.

Section 2. Official Intent Declaration.

(a) The City proposes to undertake the following project and to make original expenditures with respect thereto prior to the issuance of bonds, notes or other obligations (the "Bonds") and reasonably expects to issue the Bonds for such original expenditures in the principal amount shown below:

<u>Project</u>	<u>Amount of Bonds Expected to be Issued for Original Expenditures</u>
SE 19 <sup>th</sup> Street Improvement	\$ _____

(b) Other than (i) expenditures to be paid or reimbursed from sources other than the Bonds or (ii) expenditures made not earlier than sixty days prior to the date of this Resolution or (iii) expenditures amounting to the lesser of \$100,000 or 5% of the proceeds of the Bonds or (iv) expenditures constituting preliminary expenditures as defined in Section 1.150-2(f)(2) of the Regulations, no expenditures for the project have heretofore been made by the City for which the City will seek reimbursement from the proceeds of the Bonds.

(c) This declaration is a declaration of official intent adopted pursuant to Section 1.150-2 of the Regulations.

Section 3. Budgetary Matters.

As of the date hereof, there are no City funds reserved, allocated on a long term basis or otherwise set aside (or reasonably expected to be reserved, allocated on a long term basis or otherwise set aside) to provide permanent financing for the expenditures related to the project, other than pursuant to the issuance of the Bonds. This resolution, therefore, is determined to be consistent with the City's budgetary and financial circumstances as they exist or are reasonably foreseeable on the date hereof, all within the meaning and content of the Regulations.

Section 4. Reimbursement Allocations.

The City's financial officer shall be responsible for making the "reimbursement allocations" described in the Regulations, being generally the transfer of the appropriate amount of proceeds of the Bonds to reimburse the source of temporary financing used by the City to make payment of the prior costs of the project. Each allocation shall be evidenced by an entry on the official books and records of the City maintained for the Bonds, shall specifically identify the actual prior expenditure being reimbursed or, in the case of reimbursement of a fund or account, the fund or account from which the expenditure was paid, and shall be effective to relieve the proceeds of the Bonds from any restriction under the bond resolution or other relevant legal documents for the Bonds, and under any applicable state statute, which would apply to the unspent proceeds of the Bonds.

Section 5. Funds Transfer

For the purpose of making the expenditures for the Project referred to in Section 2 of this Resolution, there is hereby authorized and directed that \$\_\_\_\_\_ be transferred and advanced to the \_\_\_\_\_ Fund from the \_\_\_\_\_ Fund, and such advance shall be treated as a loan, to be repaid from proceeds of the Bonds.

Section 6. Repealer.

All resolutions, parts of resolutions, or actions of the Council in conflict herewith are hereby repealed, to the extent of such conflict.

Passed and approved June 24, 2014.

\_\_\_\_\_  
Mayor Thomas M. Armstrong

Attest:

\_\_\_\_\_  
City Clerk Rochelle Williams



AECOM Technical Services, Inc.  
501 Sycamore Street, Suite 222  
Waterloo, Iowa 50703

310-750-6281

Cost Plus Fixed Fee Progressive Invoice

Invoice No.: 37445770  
Invoice Period Covered: 4/26/14 through 5/23/14  
Consultant Job No. 60301188

Date: June 3, 2014  
Client Project No.: HDP-3126 (610)--71-77  
City: Grimos  
Client Project Description: Northwest Transportation  
Corridor Feasibility Study  
Client Contact: Ms. Kelley Brown

	Contract Estimate	Cumulative To Date	Current Period
Labor Dollars	\$ 103,515.70	\$ 17,050.79	\$ 803.18
Overhead	\$ 162,519.65	\$ 26,037.88	\$ 1,185.18
Direct Expenses			
Mileage	\$ 1,525.50	\$ 364.43	\$ -
Copies	\$ 780.00	\$ 109.44	\$ -
EDM Equipment	\$ -	\$ -	\$ -
GPS Equipment	\$ -	\$ -	\$ -
Miscellaneous/Other	\$ 194.50	\$ -	\$ -
Subconsultants			
Veenstra and Kimm, Inc.	\$ 63,800.00	\$ 17,652.39	\$ -
LT Leon Associates	\$ 9,000.00	\$ 513.88	\$ -
Estimated Actual Costs	\$ 341,335.35	\$ 61,726.81	\$ 1,988.38
Subtotal Rounded	\$ 341,300.00		\$ -
Fixed Fee	\$ 34,600.00	\$ 5,601.52	\$ 258.49
Authorized Contingency	\$ -		
Total Authorized Amount	\$ 375,900.00		
Total Billed to Date	\$ 67,330.33	\$ 67,330.33	\$ 2,246.85
Remaining Authorized Balance	\$ 308,569.67		
Labor Hours (Prime)	1,988.00	338.25	15.50

RECEIVED JUN - 6 2014

Check Payment to:  
 AECOM Technical Services, Inc.  
 An AECOM Company  
 1178 Payscale Circle  
 Chicago, IL 60674

ACH Payment to:  
 AECOM Technical Services, Inc.  
 An AECOM Company  
 Bank of America  
 Account Number 5800937020  
 ABA Number 071000039

Wire Transfer Payment to:  
 AECOM Technical Services, Inc.  
 An AECOM Company  
 Bank of America  
 New York, NY 10001  
 Account Number 5800937020  
 ABA Number 026009593  
 SWIFT CODE BOFAUS3N



501 Sycamore Street, Suite 222, Waterloo, IA 50703  
 Tel: 319-232-6531 Fax: 319-232-0271

Federal Tax ID No. 95-2661922

ATTN : KELLEY BROWN  
 GRIMES, IA, CITY OF  
 101 NE HARVEY STREET  
 GRIMES, IA 50111

Invoice Date: 03-JUN-14  
 Invoice Number: 37445770

Agreement Number: 60301188  
 Agreement Description:

Payment Term: 30 DAYS

Please reference Invoice Number and Project Number with Remittance

Project Number : 60301188 Project Name : Grimes-NW Transportation Corridor Feasibility Study  
 Bill Through Date : 26-APR-14 - 23-MAY-14

Labor Multiplier						
Employee Name/Title	Title/Expenditure	Date	Hours	Rate	Raw Cost	Billed Amt
Alyn, Todd L	Project Professional	02-MAY-14	1.00	44.00	44.00	
Alyn, Todd L	Project Professional	09-MAY-14	1.00	44.00	44.00	
Bernhardt, Mary E	Project Support	02-MAY-14	1.00	28.65	28.65	
Chumbley, Craig A	Staff Professional	18-MAY-14	1.50	39.47	59.21	
Chumbley, Craig A	Staff Professional	23-MAY-14	2.00	39.47	78.94	
Lentz, Robert L	Senior Professional	02-MAY-14	0.50	85.58	42.78	
Lentz, Robert L	Senior Professional	09-MAY-14	1.00	85.58	85.58	
Lentz, Robert L	Senior Professional	18-MAY-14	0.50	85.58	42.78	
Wiele, Larry E	Project Professional	02-MAY-14	1.00	54.18	54.18	
Wiele, Larry E	Project Professional	09-MAY-14	2.00	54.18	108.36	
Wiele, Larry E	Project Professional	18-MAY-14	4.00	54.18	216.72	
Total Labor Multiplier			15.58		803.18	803.18
OverHead Markup						1,185.18
Labor CPFF Total						1,988.36
Lump Sum						
<u>Description</u>						<u>Billed Amt</u>
Fixed Fee Labor						258.49
Total Lump Sum						258.49
Project Total : Grimes-NW Transportation Corridor Feasibility Study						2,246.85

Invoice Summaries	
Total Current Amount :	2,246.85
Retention Amount :	0.00
Pre-Tax Amount :	2,246.85
Tax Amount :	0.00
Total Invoice Amount :	2,240.85

Billing Summaries					
Billing Summary	Current	Prior	Total	Limit	Remain
Billings	2,246.85	65,083.48	67,330.33	375,900.00	308,569.67
Billing Total :	2,246.85	65,083.48	67,330.33		

CC Approval 6-24-14

**APPLICATION FOR IOWA RETAIL CIGARETTE / TOBACCO PERMIT**

For period July, 20 14 through June 30, 20 15

PLEASE TYPE OR PRINT LEGIBLY Please mail this completed application to your local jurisdiction. If you have questions, call your city clerk (within city limits) or your county auditor (outside city limits).

I/We hereby make application for a retail permit to sell cigarettes and tobacco products:

**BUSINESS INFORMATION**

Name of Business/DBA: Dollar General Store # 7305 ✓

Location Address (Must Have): 421 GATEWAY DR .

Mailing Address: Attn: Licensing Dept, 100 Mission Ridge City: Goodlettsville State/Zip: TN 37072

Type of Sales:  Vending Machine  Over-the-counter Telephone Number ( 615 ) 855 - 4000

Type of Retail Establishment:  has vending machine that assembles cigarettes  
 bar  convenience store - with gas  convenience store - no gas  drug store  gas station  
 grocery  hotel/motel  liquor store  restaurant  tobacco store  
 other General Merchandise Retailer

Cigarettes must be sold at the minimum price set by the State of Iowa. Obtain a current copy from the Iowa Department of Revenue Web site at [www.state.ia.us/tax](http://www.state.ia.us/tax) or from TaxFax at 1-800-572-3943 (enter form number 71023).

**ONLY APPROVED BRANDS OF CIGARETTES OR ROLL-YOUR-OWN PRODUCTS MAY BE SOLD IN IOWA**  
Any brand not on the list is contraband. In addition, all cigarettes sold in Iowa must have an Iowa Cigarette Tax Stamp affixed to each package. Any violation of contraband or non-Iowa cigarette tax stamped package is subject to seizure and penalties under the provisions of Iowa Code 453A and 453D.

The list of approved brands is always current at [www.state.ia.us/tax/business/CigTobIndex.html](http://www.state.ia.us/tax/business/CigTobIndex.html) and is called IOWA DIRECTORY OF CERTIFIED TOBACCO PRODUCTS MANUFACTURERS — THEIR BRANDS AND BRAND FAMILIES

Go to <http://elists.idrf.state.ia.us/scripts/wa.exe> and sign up for the Cigarette/Tobacco eList (listserv). You will receive an e-mail every time the approved list changes or the minimum price changes.

**LEGAL OWNER INFORMATION**

Type of Ownership:  Individual  Partnership  Corporation  LLC  LLP

Legal Owner: Dolgencorp, LLC  
(Name of Individual, Partnership, Corporation, LLC, or LLP)

Mailing Address: Attn: Licensing Dept, 100 Mission Ridge

City: Goodlettsville State: Tennessee Zip: 37072 Ph. Number: ( 615 ) 855 - 5466

Fax Number: ( 877 ) 364 - 4130 E-mail Address: ccounts@dollargeneral.com

If application is approved and permit granted, I/we do hereby bind ourselves to a faithful observance of the laws governing the sale of cigarettes and tobacco products.

**SIGNATURE OF OWNER, PARTNER(S), OR CORPORATE OFFICIAL**

Name (please print): Lawrance J. Gatta Jr. Name (please print): \_\_\_\_\_  
Dolgencorp, LLC. Manager of

Signature: By: [Signature] Signature: \_\_\_\_\_  
Dolgencorp, LLC.

Date: 5/6/14 Date: \_\_\_\_\_

FOR OFFICE USE ONLY	
Amount Paid: _____	
Date Issued: _____	<input type="checkbox"/> New
Permit #: _____	<input type="checkbox"/> Renewal

**FOR CITY CLERK/COUNTY AUDITOR ONLY**  
**PLEASE SEND COMPLETED COPY TO THE IOWA DEPARTMENT OF COMMERCE, ALCOHOLIC BEVERAGE DIVISION**  
 Name of Issuing City or County \_\_\_\_\_

Invoice



**Central Pump & Motor, LLC**

Josh Green  
2411 NE 96th Street  
Altoona, IA 50009  
515-720-7263  
greenservice1@live.com

Date	Invoice #
6/10/2014	1501

CC App. 624-14

City of Grimes  
101 Harvey Street  
Grimes, IA 50111

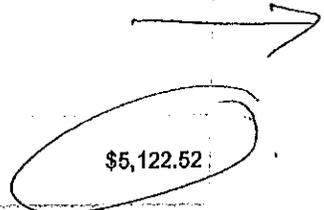
Steve Robinette      Net 30      7/10/2014

Repair of KSB			
1	Basic repair kit	1,250.00	1,250.00
1	Rotating Wear Ring	100.00	100.00
1	Stationary Wear Ring	250.00	250.00
40	12 -Conductor SubCab KSB Power Cable	48.72	1,948.80
11	Shop Labor - PS	80.00	880.00
2	4" KSB Discharge Doughnut/Gasket	89.00	178.00
3.5	Field Labor	90.00	315.00
1	Trip Charge - Out of Town	90.00	90.00
60	Mileage	1.00	60.00
	Miscellaneous	1.00%	5,071.80
			50.72

Thank you for your continued business!

Total

\$5,122.52





## Central Pump & Motor, LLC

Josh Green  
2411 NE 96th Street  
Altoona, IA 50009  
515-720-7263  
greenservice1@live.com

Invoice No.	1501
Date	6/10/2014

City of Grimes  
101 Harvey Street  
Grimes, IA 50111

Steve Roblnette      Net 30      7/10/2014

	Repair of KSB		
1	Basic repair kit	1,250.00	1,250.00
1	Rotating Wear Ring	100.00	100.00
1	Stationary Wear Ring	423.00	423.00
40	12 -Conductor SubCab KSB Power Cable	48.72	1,948.80
11	Shop Labor - PS	80.00	880.00
2	4" KSB Discharge Doughnut/Gasket	89.00	178.00
3.5	Field Labor	90.00	315.00
1	Trip Charge - Out of Town	90.00	90.00
60	Mileage	1.00	60.00
			5,244.80
	Miscellaneous	1.00%	52.45
1	Shipping	69.80	69.80

Thank you for your continued business!

Total

**\$5,367.05**

P.O. No. \_\_\_\_\_

13711

### CITY OF GRIMES

101 N. Harvey, Grimes, IA 50111 phone: 515-986-3036 fax: 515-986-3846

#### PURCHASE REQUEST/PURCHASE ORDER

Source/Supplier Central Pump & Motor  
Name

2411 NE 96th Street Altoona, IA 50009  
Address

515-720-7263  
Phone Number/Fax Number

ITEMS	QTY	UNIT PRICE	TOTAL
SELS Pump #1/#2 Repair			\$10,179 <sup>52</sup>

Invoices attached

PURCHASE JUSTIFICATION: Pump rebuild & repair including cables  
for both SELS pumps

DEPARTMENT: Water Wastewater

LINE ITEM: 610-BIS-6350

BEGINNING BUDGET BALANCE: \_\_\_\_\_

ENDING BUDGET BALANCE: \_\_\_\_\_

PURCHASE REQUESTED BY: [Signature] DATE: 6/18/14  
PURCHASE ORDER APPROVAL AND ASSIGNMENT

[Signature]  
Kelley L. Brown City Administrator/Clerk

6-20-14  
Date

Council Approval date: (if over \$2500)

- Purchaser's Copy
- Vendor's Copy
- File Copy

# Melvin Marsh

# INVOICE

23439 W. Ave  
Dallas Center, Iowa 50063

(515) 240-8558

**SOLD TO:**

Mark DeVine  
Grimes Water Plant  
1901 N. James  
Grimes, Iowa 50111

**INVOICE NUMBER**

**INVOICE DATE** June 18, 2014

**OUR ORDER NO.**

**YOUR ORDER NO.**

**TERMS**

**SALES REP**

**SHIPPED VIA**

**F.O.B.**

**PREPAID or COLLECT**

**SHIPPED TO:**

Same

Sales Tax Rate:

N/A

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
1,375	Product <i>Reseed Seed In Kentucky MIM</i>	22.00	\$30,250.00
		<i>OK - MIM 6-20-14</i>	
		SUBTOTAL	30,250.00
		TAX	
		FREIGHT	

**DIRECT ALL INQUIRIES TO:**

Melvin Marsh  
515-240-8558

**MAKE ALL CHECKS PAYABLE TO:**

Melvin Marsh  
23439 W. Ave  
Dallas Center, Iowa

\$30,250.00  
PAY THIS  
AMOUNT

**THANK YOU FOR YOUR BUSINESS!**

P.O. No. \_\_\_\_\_

13713

### CITY OF GRIMES

101 N. Harvey, Grimes, IA 50111 phone: 515-986-3036 fax: 515-986-3846

#### PURCHASE REQUEST/PURCHASE ORDER

Source/Supplier Melvin Marsh  
 Name \_\_\_\_\_

23439 W. Ave Dallas Center, IA 50063  
 Address \_\_\_\_\_

# 240-8558  
 Phone Number/Fax Number \_\_\_\_\_

ITEMS	QTY	UNIT PRICE	TOTAL
<u>#1 Reed Bed Cleaning</u>	<u>1,375 TONS</u>	<u>\$ 22.00</u>	<u>\$30,250.00</u>

PURCHASE JUSTIFICATION: Annual Reed Bed Cleaning out of solids.

DEPARTMENT: WWTTP

LINE ITEM: \_\_\_\_\_

BEGINNING BUDGET BALANCE: \_\_\_\_\_

ENDING BUDGET BALANCE: \_\_\_\_\_

PURCHASE REQUESTED BY: Mark Devine DATE: 6-20-14  
 PURCHASE ORDER APPROVAL AND ASSIGNMENT

Kelley Brown  
 Kelley L. Brown City Administrator/Clerk

6-20-14  
 Date

CC - App. 6-24-14  
 Council Approval date: (if over \$2500)

- Purchaser's Copy
- Vendor's Copy
- File Copy

## 2014-2015 CITY OF GRIMES REC STAFF PAY INCREASE INFORMATION

NAME	POSITION	EFFECTIVE	FROM TO NEW PAY AMOUNT
FELTNER, JESSICA	GCC Night Supervisor	7/1/2014	From \$9/hr to \$9.27/hr - 2nd Level
FERGUSON, PATRICK	GCC Night Supervisor	7/1/2014	From \$10.92/hr to \$11.25/hr- 7th level
FERGUSON, LAURIE	GCC Night Supervisor	7/1/2014	From \$9.27/hr to \$9.55/hr - 3rd Level
LEONARD, JODI	GCC Night Supervisor	7/1/2014	From \$9.83/hr to \$10.13/hr- 5th level
MOELLER, LANI	GCC Night Supervisor	7/1/2014	From \$9/hr to \$9.27/hr- 2nd Level
MORRIS, ALLISON	Parks and Recreation Assistant	7/1/2014	From \$12.00/hr to \$12.36/hr- 2nd Level
STANGER, GRETCHEN	GCC Night Supervisor	7/1/2014	From \$9.27/hr to \$9.55/hr - 3rd level
STANGER, NICK	GCC Night Supervisor	7/1/2014	From \$10.12/hr to \$10.43/hr- 6th level
WOODSON, TALOR	GCC Night Supervisor	7/1/2014	From \$9/hr to \$9.27/hr- 2nd Level

To the Mayor and Grimes City Council-

I am proposing a 3% raise in pay for the above employees within the Grimes Parks and Recreation Department. All of the above employees have taken on more job duties and have also been involved with supervising our programs when needed throughout the year. Their roles at the GCC have included taking on more room supervision with the opening of more rooms, more cleaning/maintenance duties, and more reservation calls and inquiries that has saved the department money and time.

This group has also worked the bulk of the hours throughout the year at the GCC and has developed into a cohesive group that helps each other out when in need.

Thank you for your consideration.

Brett Barber, Grimes Parks and Recreation Director  
City of Grimes

**CITY OF GRIMES PARKS AND RECREATION  
 SUMMER REC SEASONAL STAFF  
 PAY INFORMATION  
 (Effective June 1, 2014)**

NAME	NEW POSITION	LAST RAISE DATE	PROPOSED PAY AMOUNT
FELTNER, JESSICA	Program Leader II	June 2013	\$9.27/hr- up from \$9.00/hr
O'BRIEN, LAUREN	Program Assistant IV	June 2013	\$8.74/hr- up from \$8.25/hr
RUDE, JORDAN	Program Leader III	June 2013	\$9.55/hr- up from \$9.27/hr

-Please see the above for the new employee rates and the proposed pay increases for staff.

-Additional duties have been assigned to the above workers as they transition from Program Assistants to Program Leaders. Also in order to be competitive with the job market and for their outstanding performance last year, I'm recommending pay increases for the above staff.



Date: June 20, 2014

To: City of Grimes

From: Steven Robinette, Region Manager-Western Iowa

Mark Devine, Joel Royer, Ernie Vieth, Rob Crandell, David Guthrie Operators

O & M Report: June 2014

### **Water Operation & Maintenance**

ASR testing is completed and up-to-date data has been sent, as it arrives, to Fox Engineering for review. The next step is to prepare the old WTP for operation if the need arises.

Well levels have maintained but, surely, after the 2" rain we received June 19<sup>th</sup> they have risen some.

Delivery of the new Jordan pump/motor will be towards the end of June with other electrical equipment arriving in late July. Layne and Fox discussed whether converting to the new well equipment would be wise in August, during our driest times, so that may be delayed depending on need.

### **Wastewater Operation & Maintenance**

Work on the Southeast Lift Station pump and motors is nearly complete. Pump #1 has been rebuilt and reinstalled. Pump #2 and the new guide rail systems will be finished within the next week or two as well.

We just received half of the reeds we ordered, with the other half arriving next week, but with the significant rains we received, I don't see these reeds being able to be planted until July. In the meantime we are going to keep them in the grit building and keep them wet.

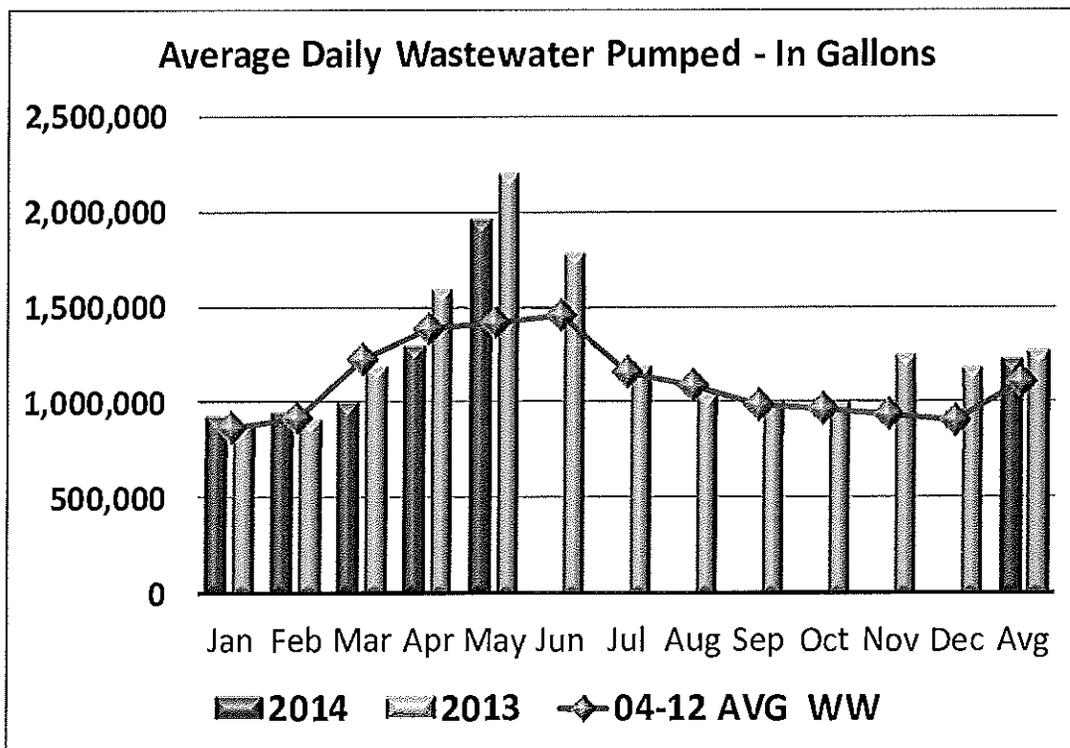
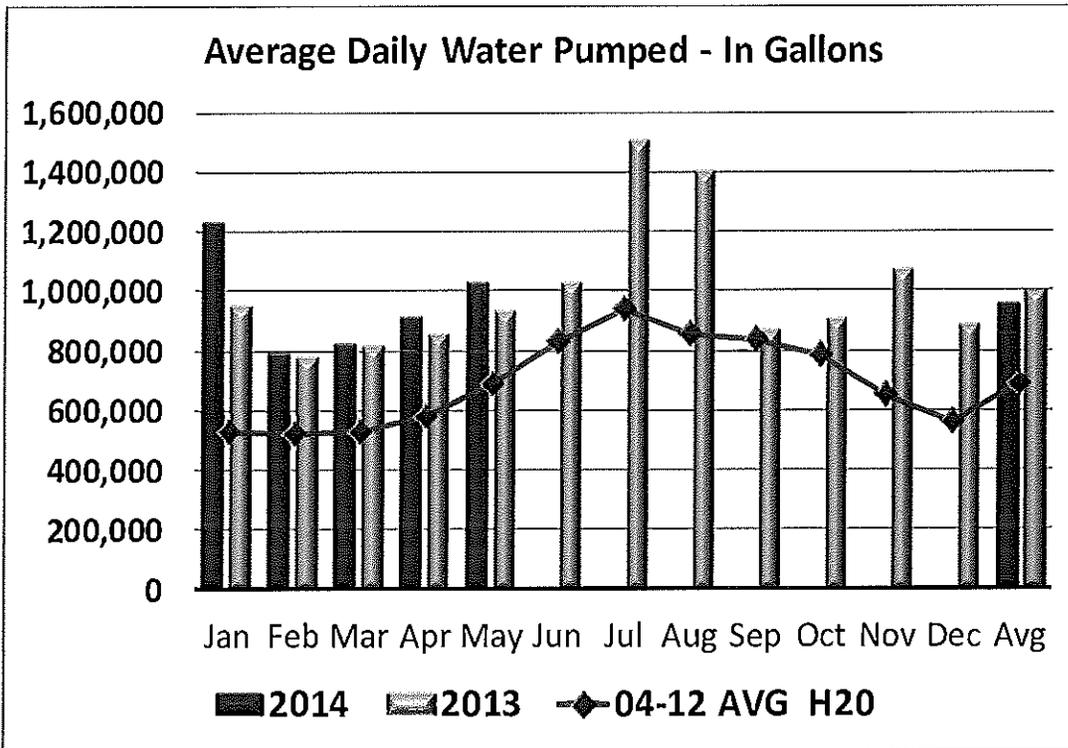
### **Distribution Operation & Maintenance**

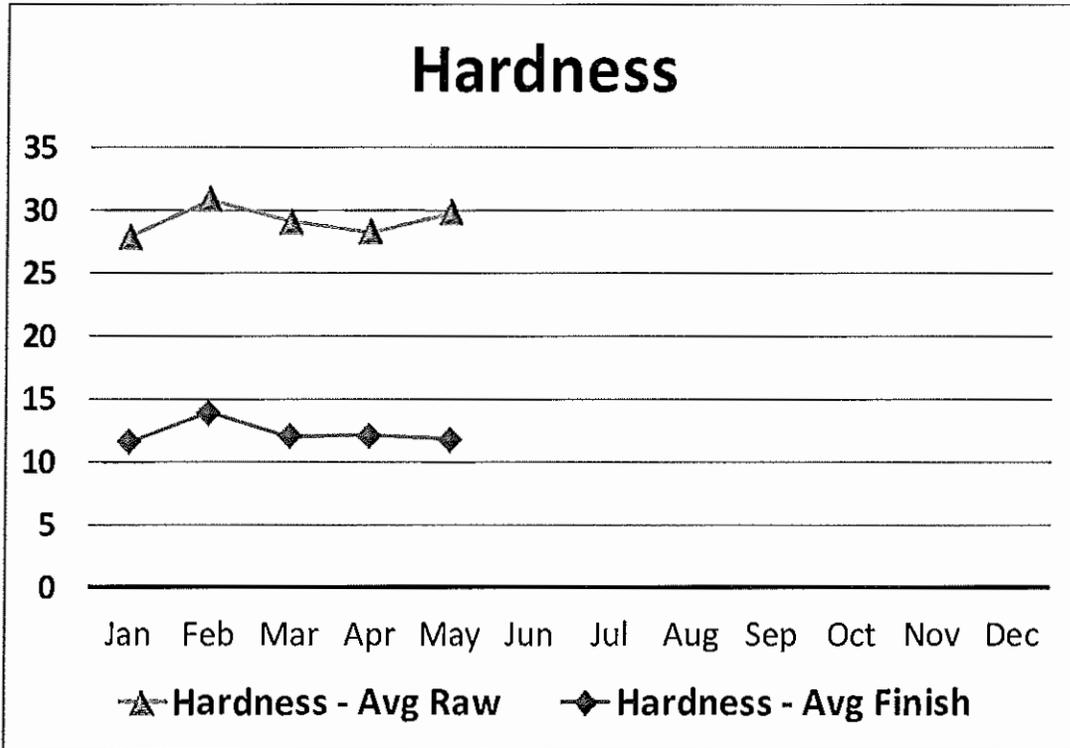
Sanitary sewer cleaning for the year is complete. Again, sewers were cleaned in the NW areas of town and our normal "problem" areas that we clean annually. Televising was also completed in the Capital City/Gould Heights area.

# PeopleService INC.

Water & Wastewater Professionals

		May-14	Apr-14	May-13
<b>Water</b>				
Average Daily Pumped	gallons	1,029,000	912,000	932,000
Maximum Daily Pumped	gallons	1,265,000	1,417,000	1,213,000
Minimum Daily Pumped	gallons	814,000	698,000	666,000
<b>Hardness</b>				
Hardness - Avg Raw	grains	29.80	28.30	24.30
Hardness - Avg Finish	grains	11.80	12.10	8.13
<b>Iron mgl</b>				
Avg Raw	mg/L	6.68	6.81	6.06
Avg Finish	mg/L	0.26	0.37	0.14
<b>Flouride mgl</b>				
Avg Raw Fl.	mg/L	0.25	0.28	0.25
Avg Finish Fl.	mg/L	0.62	0.66	0.67
<b>Wastewater</b>				
<b>BOD</b>				
BOD Effluent Avg	mg/L	0.0	1.0	0.8
BOD Effluent Permit Limit	mg/L	25	25	25
<b>TSS</b>				
TSS Effluent Avg	mg/L	6.8	6.0	5.3
TSS Effluent Permit Limit	mg/L	30	30	30
<b>Nitrogen Ammonia</b>				
NA Effluent Avg	mg/L	0.00	0.12	0.16
NA Effluent Permit Limit	mg/L	2.8	2.8	2.8
<b>Effluent Flow</b>				
Average Daily	gallons	1,961,935	1,296,000	2,198,000
Maximum Daily	gallons	2,199,000	1,992,000	2,683,000
Minimum Daily	gallons	1,751,000	866,000	1,555,000
<b>Distribution</b>				
Work Order	#	198	132	111
Locates	#	463	387	496
<b>Meters Installed</b>				
Residential	#	35	24	32
Commercial	#	1	3	2
Temp Hydrants	#	1	1	1
Disconnect Notices	#	68	70	67
Sevice Disconnected	#	16	18	12
Hydrants flushed	#	9	81	4
Valves Excercised	#	39	38	18
Manholes Inspected	#	9	22	9
<b>Service Lines Inspected</b>				
Water Lines	#	12	16	12
Sewer Lines	#	12	16	12
Storm Sewers	#	12	16	12







101 North Hawkey, Grimes, Iowa 50111 515.986.3036 Fax 515.986.3846

**ORDINANCE #632**

AN ORDINANCE TO AMEND THE GRIMES CODE OF ORDINANCES CHAPTER 108.06 TO PROVIDE FOR THE INCREASE IN THE CHARGE FOR THE COLLECTION OF RECYCLABLE MATERIALS FROM ~~\$2.61~~ TO \$2.65 EFFECTIVE JULY 01, 2013-2014

BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF GRIMES, IOWA

SECTION 1. Purpose. The purpose of this ordinance is to amend the Code of Ordinances Chapter 208.06 to provide for the increase in the charge for the collection of recyclable materials from \$2.61 to \$2.65

SECTION 2. Amendment.

Grimes Code of Ordinances Section 108.06 shall be amended to read as follows:

C. The monthly charge shall be ~~\$2.61~~ to ~~\$2.65~~ effective July 01, 2013 2014.

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

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

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

Passed by the Grimes City Council on \_\_\_\_\_, 2014.

\_\_\_\_\_  
Rochelle Williams, City Clerk

\_\_\_\_\_  
Thomas M. Armstrong, Mayor



**POLK COUNTY EMERGENCY MANAGEMENT AGENCY**

1907 CARPENTER AVENUE  
DES MOINES, IOWA 50314  
PH. (515) 286-2107 FAX (515) 323-5256  
EMAIL: [aj.mumm@polkcountyiowa.gov](mailto:aj.mumm@polkcountyiowa.gov)  
WEB SITE: [www.polkcountyiowa.gov](http://www.polkcountyiowa.gov)

**A.J. MUMM, DIRECTOR**

June 12, 2014

Jim Krohse  
101 NE Harvey  
Grimes, Iowa 50111

RE: Amended 28E Agreement Renewal (2014)

Dear Chief Krohse:

On behalf of the Polk County Emergency Management Commission, I have enclosed the above referenced amended 28E Agreement Renewal for your jurisdiction's review and consideration. The concept of said agreement was originally presented and supported by the Metropolitan Advisory Council (MAC) and drafted based on discussions between the MAC leadership and the Commission in 2004. The agreement has been adopted and renewed by the Board of Supervisors and all the municipalities in Polk County in years 2005, 2008 and 2011.

The amended Agreement was unanimously approved for distribution and execution at a meeting of the Emergency Management Commission on May 28, 2014. I respectfully request that said 28E Agreement be placed on your respective City Council's or Board of Supervisor's agenda for consideration and adoption. A sample resolution is also enclosed for your consideration.

There are three substantive changes to this agreement from the previous version:

1. The term dates have been updated to reflect the next three fiscal years
2. The most recent federally certified population numbers have been updated
3. The assessed amount in years two and three of the agreement will be \$0.50

Should you have any questions concerning this agreement, please do not hesitate to contact me. Your support of this agreement is very much appreciated.

Sincerely,

  
A.J. Mumm

Enc: 28E Agreement for Funding of Emergency Management Administration (2014)  
28E Agreement Approval Resolution Sample

**Proudly serving the communities of:**

Alleman - Altoona - Ankeny - Bondurant - Clive - Des Moines - Elkhart - Grimes - Johnston - Mitchellville  
Pleasant Hill - Polk City - Polk County - Runnells - Urbandale - West Des Moines - Windsor Heights

**28E AGREEMENT  
MEMBERS OF THE POLK COUNTY EMERGENCY  
MANAGEMENT COMMISSION  
FOR FUNDING OF EMERGENCY MANAGEMENT ADMINISTRATION**

This Agreement by and among Members of the Polk County Emergency Management Commission for Funding of Emergency Management Administration ("Agreement") is entered into on the date last executed by the parties.

Whereas, pursuant to Iowa Code §29C.9 there is established in each county an emergency management commission to provide direction for delivery of the emergency management services of planning, administration, coordination, training and support for local governments and their departments; and

Whereas, pursuant to Iowa Code §29C.9 the Polk County Emergency Management Commission ("Commission") does exist and operate, being composed of duly-appointed representatives of the following governmental entities: the City of Alleman, the City of Altoona, the City of Ankeny, the City of Bondurant, the City of Clive, the City of Des Moines, the City of Elkhart, the City of Grimes, the City of Johnston, the City of Mitchellville, the City of Pleasant Hill, the City of Polk City, the City of Runnells, the City of Urbandale, the City of West Des Moines, the City of Windsor Heights, the County of Polk; and

Whereas, pursuant to Iowa Code §29C.17 the budget of the Commission may be funded all or in part by a per capita allocation funded from city and county general funds; and

Whereas, it is the intent and desire of the Commission and its Members to fund administration of the Commission through an annual per capita allocation funded from city and county general funds.

It is hereby agreed by and among the members of the Commission as follows:

1. **28E Agreement.** This agreement is entered into pursuant to the provisions of Chapter 28E of the Code of Iowa (2013).
2. **No Entity.** No separate, legal or administrative entity is created by this Agreement. No real property will be acquired in the performance of this Agreement.
3. **Administration.** The Chairperson of the Commission, or the Chairperson's designee, shall administer performance of this Agreement.

4. **Term.** The term of this Agreement shall be three years from the effective date, and will specifically include assessments in budget years 2014/2015, 2015/2016, and 2016/2017.
5. **Termination.** This Agreement may be terminated at a regular meeting or at a special meeting called for such purpose, by an affirmative vote of representatives from Member governmental entities whose combined population is not less than two-thirds (2/3) of the total population within Polk County as presented on Attachment I, which vote must be ratified by resolution of the governing bodies of Member governmental entities whose combined population is not less than two-thirds (2/3) of the total population within Polk County as presented on Attachment I.
6. **Assessment.** For the first year of this Agreement, each Member shall fund Commission administration on the basis of a \$0.25 per capita annual allocation, according to the most recent certified federal census of Member populations. For the second and third years of this Agreement, each Member shall fund Commission administration on the basis of a \$0.50 per capita annual allocation, according to the most recent certified federal census of the Member populations. These populations and the corresponding annual allocations are presented on Attachment I, which is incorporated herein. Annual assessments are due and payable in the office of the Commission July 31 of each year during the term of the Agreement, beginning July 31, 2014.
7. **Execution of Agreement.** Member governmental entities shall approve this Agreement by resolution or motion of their respective council or board, which shall authorize execution of the Agreement. The executed Agreement will then be filed in the offices of the Iowa Secretary of State and the Recorder of Polk County by Polk County, in accordance with Chapter 28E of the Code of Iowa. The Agreement shall become effective when recorded in the Polk County Recorder's Office and shall remain in effect unless terminated as provided herein. This is the entire Agreement among the parties and may be amended only upon an affirmative vote of representatives from Member governmental entities whose combined population is not less than two-thirds (2/3) of the total population within Polk County as presented on Attachment I, which vote must be ratified by resolution of the governing bodies of Member governmental entities whose combined population is not less than two-thirds (2/3) of the total population within Polk County as presented on Attachment I. The laws of the State of Iowa apply to this Agreement.

**ATTACHMENT 1**

**Polk County Emergency Management Commission  
Most Recent Certified Federal Census Populations<sup>1</sup>**

<b>Jurisdiction</b>	<b>Commission Population<sup>1</sup> In Polk County</b>	<b>\$0.25 Assessment Amount FY 14/15</b>	<b>\$0.50 Assessment Amount FY 15/16 and FY 16/17</b>
Alleman	432	\$108.00	\$216.00
Altoona	14,541	\$3,635.25	\$7,270.50
Ankeny	45,582	\$11,395.50	\$22,791.00
Bondurant	3,860	\$965.00	\$1,930.00
Carlisle (non-member)	87	0	0
Clive	10,730	\$2,682.50	\$5,365.00
Des Moines	203,419	\$50,854.75	\$101,709.50
Elkhart	683	\$170.75	\$341.50
Granger (non-member)	212	0	0
Grimes	8,232	\$2,058.00	\$4,116.00
Johnston	17,278	\$4,319.50	\$8,639.00
Mitchellville	2,228	\$557.00	\$1,114.00
Norwalk (non-member)	0	0	0
Pleasant Hill	8,785	\$2,196.25	\$4,392.50
Polk City	3,418	\$854.50	\$1,709.00
Polk County	27,527	\$6,881.75	\$13,763.50
Runnells	507	\$126.75	\$253.50
Sheldahl (non-member)	134	0	0
Urbandale	33,126	\$8,281.50	\$16,563.00
West Des Moines	44,999	\$11,249.75	\$22,499.50
Windsor Heights	4,860	\$1,215.00	\$2,430.00
Total Countywide	430,640	0	0
Total Commission	430,207	\$107,551.75	\$215,103.50

<sup>1</sup> Source: 2010 U.S. Census Bureau – Most recent federally-certified census.

**28E AGREEMENT  
MEMBERS OF THE POLK COUNTY EMERGENCY  
MANAGEMENT COMMISSION  
FOR FUNDING OF EMERGENCY MANAGEMENT ADMINISTRATION**

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Whereas, pursuant to Iowa Code §29C.9 the Polk County Emergency Management Commission ("Commission") does exist and operate, being composed of duly-appointed representatives of the following governmental entities: the City of Alleman, the City of Altoona, the City of Ankeny, the City of Bondurant, the City of Clive, the City of Des Moines, the City of Elkhart, the City of Grimes, the City of Johnston, the City of Mitchellville, the City of Pleasant Hill, the City of Polk City, the City of Runnells, the City of Urbandale, the City of West Des Moines, the City of Windsor Heights, the County of Polk; and

Whereas, pursuant to Iowa Code §29C.17 the budget of the Commission may be funded all or in part by a per capita allocation funded from city and county general funds; and

Whereas, it is the intent and desire of the Commission and its Members to fund administration of the Commission through an annual per capita allocation funded from city and county general funds.

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2. **No Entity.** No separate, legal or administrative entity is created by this Agreement. No real property will be acquired in the performance of this Agreement.
3. **Administration.** The Chairperson of the Commission, or the Chairperson's designee, shall administer performance of this Agreement.

4. **Term.** The term of this Agreement shall be three years from the effective date, and will specifically include assessments in budget years ~~2008-2009, 2009-2010 and 2010-2011~~2014/2015, 2015/2016, and 2016/2017.
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		Assessment Amount FY 14/15	Assessment Amount FY 15/16 and FY 16/17
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Des Moines	203,419	\$50,854.75	\$101,709.50
Elkhart	683	\$170.75	\$341.50
Granger (non-member)	212	0	0
Grimes	8,232	\$2,058.00	\$4,116.00
Johnston	17,278	\$4,319.50	\$8,639.00
Mitchellville	2,228	\$557.00	\$1,114.00
Norwalk (non-member)	0	0	0
Pleasant Hill	8,785	\$2,196.25	\$4,392.50
Polk City	3,418	\$854.50	\$1,709.00
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Runnells	507	\$126.75	\$253.50
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Urbandale	33,126	\$8,281.50	\$16,563.00
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Windsor Heights	4,860	\$1,215.00	\$2,430.00
Total Countywide	430,640	0	0
Total Commission	430,207	\$107,551.75	\$215,103.50

Member Government	Certified	Census Year	Total Assessment
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<sup>1</sup> Source: 2010 U.S. Census Bureau – Most recent federally-certified census.

	Population <sup>2</sup>		
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Altoona	43,304	2005	\$3,325.25
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Clive	10,545	2006	\$2,636.25
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<b>Total</b>	<b>401,830</b>		<b>\$100,457.50</b>

<sup>2</sup> Population residing in Polk County

**28E AGREEMENT  
FOR FUNDING OF EMERGENCY MANAGEMENT ADMINISTRATION**

**Whereas**, pursuant to Iowa Code §29C.9 there is established in each county an emergency management commission to provide direction for delivery of the emergency management services of planning, administration, coordination, training and support for local governments and their departments; and

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**Whereas**, pursuant to Iowa Code §29C.17 the budget of the Commission may be funded all or in part by a per capita allocation funded from city and county general funds; and

**Whereas**, it is the intent and desire of the Polk County Emergency Management Commission and its Members to fund administration of the Commission through an annual per capita allocation funded from city and county general funds.

**NOW, THEREFORE,**

**BE IT RESOLVED** that the City of Grimes has caused this Agreement to be executed on the day and year indicated below.

**ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Thomas M. Armstrong, Mayor

\_\_\_\_\_  
Rochelle Williams, City Clerk

## Rochelle Williams

---

**From:** dlan@polkcountyiowa.gov  
**Sent:** Wednesday, June 18, 2014 3:13 PM  
**To:** dlan@polkcountyiowa.gov  
**Subject:** 2014 Mitigation Plan Completion - Adoption Request  
**Attachments:** Sample Resolution Mitigation Plan.docx

Partners:

We were recently notified by FEMA that the 2014 update to the countywide multi-hazard mitigation plan has been given conditional approval. What this means is that the plan has passed compliance reviews at the state and federal level and will be given final approval once the plan has been formally adopted by the participating jurisdictions.

Just a quick reminder that all mitigation projects require an approved and adopted mitigation plan in order to receive state and federal funding. We are asking all participating jurisdictions to place this item on your Council/Board agenda in the next few weeks in order to obtain final approval. A sample plan adoption resolution is attached for your consideration.

Here are the links to the finalized documents for each section of the plan. Due to file size, they are provided as Dropbox links for you to download. Please share accordingly within your organization and consider publishing in hard copy version or electronically on your jurisdiction's web site. As part of the planning process of public review and comment period was provided earlier this year.

<https://www.dropbox.com/s/3cqtcskihtlli0q/0%20Executive%20Summary.pdf>  
[https://www.dropbox.com/s/rixh3x9ndqp1i4k/1\\_Intro%20and%20Planning%20Process.pdf](https://www.dropbox.com/s/rixh3x9ndqp1i4k/1_Intro%20and%20Planning%20Process.pdf)  
[https://www.dropbox.com/s/11ajejxx3vwdgzc/2\\_Profile%20and%20Capabilities.pdf](https://www.dropbox.com/s/11ajejxx3vwdgzc/2_Profile%20and%20Capabilities.pdf)  
<https://www.dropbox.com/s/khb07yt0gdi2vpl/3%20Risk%20Assessment.pdf>  
<https://www.dropbox.com/s/g41frk9ds710yxc/4%20Mitigation%20Strategy.pdf>  
<https://www.dropbox.com/s/sdhummk362szli4/5%20Plan%20Maintenance.pdf>  
<https://www.dropbox.com/s/i1f5qzhh5hbsx0x/Appendix%20A%20References.pdf>  
<https://www.dropbox.com/s/zvatvb6fq1jj5lq/Appendix%20B%20Documentation%20of%20Planning%20Process.pdf>  
[https://www.dropbox.com/s/7j5eo3jgi85p53u/Appendix%20C%20Completed\\_Deleted%20Mitigation%20Actions.pdf](https://www.dropbox.com/s/7j5eo3jgi85p53u/Appendix%20C%20Completed_Deleted%20Mitigation%20Actions.pdf)  
<https://www.dropbox.com/s/ggtatj53b23jdf1/Appendix%20D%20Resolutions.pdf>

If you have any questions or need someone to attend the Council/Board meeting, please let us know. Thank you.

A.J. Mumm

For your awareness, here is the list of participating jurisdictions:

- County of Polk County
- City of Alleman

- City of Altoona
- City of Ankeny
- City of Bondurant
- City of Clive
- City of Des Moines
- City of Elkhart
- City of Grimes
- City of Johnston
- City of Mitchellville
- City of Pleasant Hill
- City of Polk City
- City of Runnells
- City of Urbandale
- City of West Des Moines
- City of Windsor Heights
- Des Moines Water Works
- Ankeny School District
- Bondurant-Farrar School District
- Dallas Center-Grimes School District
- Des Moines Independent School District
- Johnston School District
- North Polk School District
- Southeast Polk School District
- Urbandale School District
- West Des Moines School District

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Polk County Emergency Management Agency  
1907 Carpenter Avenue  
Des Moines, IA 50314  
515.286.2107

This message was sent to the following:  
City Clerks; City Managers/Administrators; Commission; Education - All; Elected Officials - Local; EMA  
Staff; ESF#14 - Mitigation All

## **Resolution #06-2714**

### **Adopting the Polk County Multi-Jurisdictional Local Hazard Mitigation Plan**

**Whereas**, the City of Grimes seeking FEMA approval of hazard mitigation plan) recognizes the threat that natural hazards pose to people and property within our community; and

**Whereas**, undertaking hazard mitigation actions will reduce the potential for harm to people and property from future hazard occurrences; and

**Whereas**, the U.S Congress passed the Disaster Mitigation Act of 2000 ("Disaster Mitigation Act") emphasizing the need for pre-disaster mitigation of potential hazards;

**Whereas**, the Disaster Mitigation Act made available hazard mitigation grants to state and local governments; and

**Whereas**, an adopted Local Hazard Mitigation Plan is required as a condition of future funding for mitigation projects under multiple FEMA pre- and post-disaster mitigation grant programs; and

**Whereas**, the City of Grimes fully participated in the hazard mitigation planning process to prepare this Multi-Jurisdictional Local Hazard Mitigation Plan; and

**Whereas**, the Iowa Homeland Security and Emergency Management Division and the Federal Emergency Management Agency Region VII officials have reviewed the "Polk County Multi-Jurisdictional Local Hazard Mitigation Plan," and approved it contingent upon this official adoption of the participating governing body; and

**Whereas**, the City of Grimes desires to comply with the requirements of the Disaster Mitigation Act and to augment its emergency planning efforts by formally adopting the Polk County Multi-Jurisdictional Local Hazard Mitigation Plan; and

**Whereas**, adoption by the governing body for the City of Grimes demonstrates the jurisdictions' commitment to fulfilling the mitigation goals outlined in this Multi-Jurisdictional Local Hazard Mitigation Plan

**Whereas**, adoption of this legitimizes the plan and authorizes responsible agencies to carry out their responsibilities under the plan;

**Now, therefore, be it resolved**, that the City of Grimes adopts the "Polk County Multi-Jurisdictional Local Hazard Mitigation Plan" as an official plan; and

**Be it further resolved**, the City of Grimes will submit this Adoption Resolution to the Polk County Emergency Management Agency to enable the plan's final approval.

Date: \_\_\_\_\_

\_\_\_\_\_  
Thomas M. Armstrong, Mayor

\_\_\_\_\_  
Rochelle Williams, City Clerk



**POLK COUNTY EMERGENCY MANAGEMENT AGENCY**  
1907 CARPENTER AVENUE  
DES MOINES, IOWA 50314  
PH. (515) 286-2107 FAX (515) 323-5256  
EMAIL: aj.mumm@polkcountylowa.gov  
WEB SITE: www.polkcountylowa.gov

**A.J. MUMM, DIRECTOR**

June 12, 2014

Jim Krohse  
101 NE Harvey  
Grimes, Iowa 50111

RE: Amended 28E Agreement Renewal (2014)

Dear Chief Krohse:

On behalf of the Polk County Emergency Management Commission, I have enclosed the above referenced amended 28E Agreement Renewal for your jurisdiction's review and consideration. The concept of said agreement was originally presented and supported by the Metropolitan Advisory Council (MAC) and drafted based on discussions between the MAC leadership and the Commission in 2004. The agreement has been adopted and renewed by the Board of Supervisors and all the municipalities in Polk County in years 2005, 2008 and 2011.

The amended Agreement was unanimously approved for distribution and execution at a meeting of the Emergency Management Commission on May 28, 2014. I respectfully request that said 28E Agreement be placed on your respective City Council's or Board of Supervisor's agenda for consideration and adoption. A sample resolution is also enclosed for your consideration.

There are three substantive changes to this agreement from the previous version:

1. The term dates have been updated to reflect the next three fiscal years
2. The most recent federally certified population numbers have been updated
3. The assessed amount in years two and three of the agreement will be \$0.50

Should you have any questions concerning this agreement, please do not hesitate to contact me. Your support of this agreement is very much appreciated.

Sincerely,

A.J. Mumm

Enc: 28E Agreement for Funding of Emergency Management Administration (2014)  
28E Agreement Approval Resolution Sample

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**Proudly serving the communities of:**

Alleman - Altoona - Ankeny - Bondurant - Clive - Des Moines - Elkhart - Grimes - Johnston - Mitchellville  
Pleasant Hill - Polk City - Polk County - Runnells - Urbandale - West Des Moines - Windsor Heights

**28E AGREEMENT  
MEMBERS OF THE POLK COUNTY EMERGENCY  
MANAGEMENT COMMISSION  
FOR FUNDING OF EMERGENCY MANAGEMENT ADMINISTRATION**

This Agreement by and among Members of the Polk County Emergency Management Commission for Funding of Emergency Management Administration ("Agreement") is entered into on the date last executed by the parties.

Whereas, pursuant to Iowa Code §29C.9 there is established in each county an emergency management commission to provide direction for delivery of the emergency management services of planning, administration, coordination, training and support for local governments and their departments; and

Whereas, pursuant to Iowa Code §29C.9 the Polk County Emergency Management Commission ("Commission") does exist and operate, being composed of duly-appointed representatives of the following governmental entities: the City of Alleman, the City of Altoona, the City of Ankeny, the City of Bondurant, the City of Clive, the City of Des Moines, the City of Elkhart, the City of Grimes, the City of Johnston, the City of Mitchellville, the City of Pleasant Hill, the City of Polk City, the City of Runnells, the City of Urbandale, the City of West Des Moines, the City of Windsor Heights, the County of Polk; and

Whereas, pursuant to Iowa Code §29C.17 the budget of the Commission may be funded all or in part by a per capita allocation funded from city and county general funds; and

Whereas, it is the intent and desire of the Commission and its Members to fund administration of the Commission through an annual per capita allocation funded from city and county general funds.

It is hereby agreed by and among the members of the Commission as follows:

1. **28E Agreement.** This agreement is entered into pursuant to the provisions of Chapter 28E of the Code of Iowa (2013).
2. **No Entity.** No separate, legal or administrative entity is created by this Agreement. No real property will be acquired in the performance of this Agreement.
3. **Administration.** The Chairperson of the Commission, or the Chairperson's designee, shall administer performance of this Agreement.

4. **Term.** The term of this Agreement shall be three years from the effective date, and will specifically include assessments in budget years 2014/2015, 2015/2016, and 2016/2017.
5. **Termination.** This Agreement may be terminated at a regular meeting or at a special meeting called for such purpose, by an affirmative vote of representatives from Member governmental entities whose combined population is not less than two-thirds (2/3) of the total population within Polk County as presented on Attachment 1, which vote must be ratified by resolution of the governing bodies of Member governmental entities whose combined population is not less than two-thirds (2/3) of the total population within Polk County as presented on Attachment 1.
6. **Assessment.** For the first year of this Agreement, each Member shall fund Commission administration on the basis of a \$0.25 per capita annual allocation, according to the most recent certified federal census of Member populations. For the second and third years of this Agreement, each Member shall fund Commission administration on the basis of a \$0.50 per capita annual allocation, according to the most recent certified federal census of the Member populations. These populations and the corresponding annual allocations are presented on Attachment 1, which is incorporated herein. Annual assessments are due and payable in the office of the Commission July 31 of each year during the term of the Agreement, beginning July 31, 2014.
7. **Execution of Agreement.** Member governmental entities shall approve this Agreement by resolution or motion of their respective council or board, which shall authorize execution of the Agreement. The executed Agreement will then be filed in the offices of the Iowa Secretary of State and the Recorder of Polk County by Polk County, in accordance with Chapter 28E of the Code of Iowa. The Agreement shall become effective when recorded in the Polk County Recorder's Office and shall remain in effect unless terminated as provided herein. This is the entire Agreement among the parties and may be amended only upon an affirmative vote of representatives from Member governmental entities whose combined population is not less than two-thirds (2/3) of the total population within Polk County as presented on Attachment 1, which vote must be ratified by resolution of the governing bodies of Member governmental entities whose combined population is not less than two-thirds (2/3) of the total population within Polk County as presented on Attachment 1. The laws of the State of Iowa apply to this Agreement.

**ATTACHMENT 1**

**Polk County Emergency Management Commission  
Most Recent Certified Federal Census Populations<sup>1</sup>**

<b>Jurisdiction</b>	<b>Commission Population<sup>1</sup> in Polk County</b>	<b>\$0.25 Assessment Amount FY 14/15</b>	<b>\$0.50 Assessment Amount FY 15/16 and FY 16/17</b>
Alleman	432	\$108.00	\$216.00
Altoona	14,541	\$3,635.25	\$7,270.50
Ankeny	45,582	\$11,395.50	\$22,791.00
Bondurant	3,860	\$965.00	\$1,930.00
Carlisle (non-member)	87	0	0
Clive	10,730	\$2,682.50	\$5,365.00
Des Moines	203,419	\$50,854.75	\$101,709.50
Elkhart	683	\$170.75	\$341.50
Granger (non-member)	212	0	0
Grimes	8,232	\$2,058.00	\$4,116.00
Johnston	17,278	\$4,319.50	\$8,639.00
Mitchellville	2,228	\$557.00	\$1,114.00
Norwalk (non-member)	0	0	0
Pleasant Hill	8,785	\$2,196.25	\$4,392.50
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Total Countywide	430,640	0	0
Total Commission	430,207	\$107,551.75	\$215,103.50

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MANAGEMENT COMMISSION  
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Whereas, pursuant to Iowa Code §29C.17 the budget of the Commission may be funded all or in part by a per capita allocation funded from city and county general funds; and

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<u>Member Government</u>	<u>Certified</u>	<u>Census Year</u>	<u>Total Assessment *</u>
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<sup>1</sup> Source: 2010 U.S. Census Bureau – Most recent federally-certified census.

	Population <sup>3</sup>		
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**NOW, THEREFORE,**

**BE IT RESOLVED** that the City of Grimes has caused this Agreement to be executed on the day and year indicated below.

**ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Thomas M. Armstrong, Mayor

\_\_\_\_\_  
Rochelle Williams, City Clerk

## Rochelle Williams

---

**From:** dlan@polkcountyiowa.gov  
**Sent:** Wednesday, June 18, 2014 3:13 PM  
**To:** dlan@polkcountyiowa.gov  
**Subject:** 2014 Mitigation Plan Completion - Adoption Request  
**Attachments:** Sample Resolution Mitigation Plan.docx

Partners:

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Here are the links to the finalized documents for each section of the plan. Due to file size, they are provided as Dropbox links for you to download. Please share accordingly within your organization and consider publishing in hard copy version or electronically on your jurisdiction's web site. As part of the planning process of public review and comment period was provided earlier this year.

<https://www.dropbox.com/s/3cqtcskihtlI0q/0%20Executive%20Summary.pdf>  
<https://www.dropbox.com/s/rixh3x9ndqp1i4k/1 Intro%20and%20Planning%20Process.pdf>  
<https://www.dropbox.com/s/11ajejxx3vwdgzc/2 Profile%20and%20Capabilities.pdf>  
<https://www.dropbox.com/s/khb07yt0gdi2vpl/3%20Risk%20Assessment.pdf>  
<https://www.dropbox.com/s/g41frk9ds710yxc/4%20Mitigation%20Strategy.pdf>  
<https://www.dropbox.com/s/sdhummk362szli4/5%20Plan%20Maintenance.pdf>  
<https://www.dropbox.com/s/i1f5qzhh5hbsx0x/Appendix%20A%20References.pdf>  
<https://www.dropbox.com/s/zvatvb6fq1jj5lq/Appendix%20B%20Documentation%20of%20Planning%20Process.pdf>  
<https://www.dropbox.com/s/7j5eo3jgi85p53u/Appendix%20C%20Completed Deleted%20Mitigation%20Actions.pdf>  
<https://www.dropbox.com/s/ggtatj53b23jdf1/Appendix%20D%20Resolutions.pdf>

If you have any questions or need someone to attend the Council/Board meeting, please let us know. Thank you.

A.J. Mumm

For your awareness, here is the list of participating jurisdictions:

- County of Polk County
- City of Alleman

- City of Altoona
- City of Ankeny
- City of Bondurant
- City of Clive
- City of Des Moines
- City of Elkhart
- City of Grimes
- City of Johnston
- City of Mitchellville
- City of Pleasant Hill
- City of Polk City
- City of Runnells
- City of Urbandale
- City of West Des Moines
- City of Windsor Heights
- Des Moines Water Works
- Ankeny School District
- Bondurant-Farrar School District
- Dallas Center-Grimes School District
- Des Moines Independent School District
- Johnston School District
- North Polk School District
- Southeast Polk School District
- Urbandale School District
- West Des Moines School District

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Polk County Emergency Management Agency  
1907 Carpenter Avenue  
Des Moines, IA 50314  
515.286.2107

This message was sent to the following:  
City Clerks; City Managers/Administrators; Commission; Education - All; Elected Officials - Local; EMA  
Staff; ESF#14 - Mitigation All

## **Resolution #06-2714**

### **Adopting the Polk County Multi-Jurisdictional Local Hazard Mitigation Plan**

**Whereas**, the City of Grimes seeking FEMA approval of hazard mitigation plan) recognizes the threat that natural hazards pose to people and property within our community; and

**Whereas**, undertaking hazard mitigation actions will reduce the potential for harm to people and property from future hazard occurrences; and

**Whereas**, the U.S Congress passed the Disaster Mitigation Act of 2000 ("Disaster Mitigation Act") emphasizing the need for pre-disaster mitigation of potential hazards;

**Whereas**, the Disaster Mitigation Act made available hazard mitigation grants to state and local governments; and

**Whereas**, an adopted Local Hazard Mitigation Plan is required as a condition of future funding for mitigation projects under multiple FEMA pre- and post-disaster mitigation grant programs; and

**Whereas**, the City of Grimes fully participated in the hazard mitigation planning process to prepare this Multi-Jurisdictional Local Hazard Mitigation Plan; and

**Whereas**, the Iowa Homeland Security and Emergency Management Division and the Federal Emergency Management Agency Region VII officials have reviewed the "Polk County Multi-Jurisdictional Local Hazard Mitigation Plan," and approved it contingent upon this official adoption of the participating governing body; and

**Whereas**, the City of Grimes desires to comply with the requirements of the Disaster Mitigation Act and to augment its emergency planning efforts by formally adopting the Polk County Multi-Jurisdictional Local Hazard Mitigation Plan; and

**Whereas**, adoption by the governing body for the City of Grimes demonstrates the jurisdictions' commitment to fulfilling the mitigation goals outlined in this Multi-Jurisdictional Local Hazard Mitigation Plan

**Whereas**, adoption of this legitimizes the plan and authorizes responsible agencies to carry out their responsibilities under the plan;

**Now, therefore, be it resolved**, that the City of Grimes adopts the "Polk County Multi-Jurisdictional Local Hazard Mitigation Plan" as an official plan; and

**Be it further resolved**, the City of Grimes will submit this Adoption Resolution to the Polk County Emergency Management Agency to enable the plan's final approval.

Date: \_\_\_\_\_

\_\_\_\_\_  
Thomas M. Armstrong, Mayor

\_\_\_\_\_  
Rochelle Williams, City Clerk

## Rochelle Williams

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**From:** dlan@polkcountyiowa.gov  
**Sent:** Wednesday, June 18, 2014 3:13 PM  
**To:** dlan@polkcountyiowa.gov  
**Subject:** 2014 Mitigation Plan Completion - Adoption Request  
**Attachments:** Sample Resolution Mitigation Plan.docx

### Partners:

We were recently notified by FEMA that the 2014 update to the countywide multi-hazard mitigation plan has been given conditional approval. What this means is that the plan has passed compliance reviews at the state and federal level and will be given final approval once the plan has been formally adopted by the participating jurisdictions.

Just a quick reminder that all mitigation projects require an approved and adopted mitigation plan in order to receive state and federal funding. We are asking all participating jurisdictions to place this item on your Council/Board agenda in the next few weeks in order to obtain final approval. A sample plan adoption resolution is attached for your consideration.

Here are the links to the finalized documents for each section of the plan. Due to file size, they are provided as Dropbox links for you to download. Please share accordingly within your organization and consider publishing in hard copy version or electronically on your jurisdiction's web site. As part of the planning process of public review and comment period was provided earlier this year.

<https://www.dropbox.com/s/3cqtcskihtlli0q/0%20Executive%20Summary.pdf>  
[https://www.dropbox.com/s/rixh3x9ndqp1i4k/1\\_Intro%20and%20Planning%20Process.pdf](https://www.dropbox.com/s/rixh3x9ndqp1i4k/1_Intro%20and%20Planning%20Process.pdf)  
[https://www.dropbox.com/s/11ajejxx3vwdgzc/2\\_Profile%20and%20Capabilities.pdf](https://www.dropbox.com/s/11ajejxx3vwdgzc/2_Profile%20and%20Capabilities.pdf)  
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<https://www.dropbox.com/s/q41frk9ds710yxc/4%20Mitigation%20Strategy.pdf>  
<https://www.dropbox.com/s/sdhummk362szli4/5%20Plan%20Maintenance.pdf>  
<https://www.dropbox.com/s/i1f5qzhh5hbsx0x/Appendix%20A%20References.pdf>  
<https://www.dropbox.com/s/zvatvb6fq1jj5lq/Appendix%20B%20Documentation%20of%20Planning%20Process.pdf>  
[https://www.dropbox.com/s/7j5eo3jqi85p53u/Appendix%20C%20Completed\\_Deleted%20Mitigation%20Actions.pdf](https://www.dropbox.com/s/7j5eo3jqi85p53u/Appendix%20C%20Completed_Deleted%20Mitigation%20Actions.pdf)  
<https://www.dropbox.com/s/ggtatj53b23jdf1/Appendix%20D%20Resolutions.pdf>

If you have any questions or need someone to attend the Council/Board meeting, please let us know. Thank you.

A.J. Mumm

For your awareness, here is the list of participating jurisdictions:

- County of Polk County
- City of Alleman

- City of Altoona
- City of Ankeny
- City of Bondurant
- City of Clive
- City of Des Moines
- City of Elkhart
- City of Grimes
- City of Johnston
- City of Mitchellville
- City of Pleasant Hill
- City of Polk City
- City of Runnells
- City of Urbandale
- City of West Des Moines
- City of Windsor Heights
- Des Moines Water Works
- Ankeny School District
- Bondurant-Farrar School District
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Date: \_\_\_\_\_

\_\_\_\_\_  
Thomas M. Armstrong, Mayor

\_\_\_\_\_  
Rochelle Williams, City Clerk



**CITY COUNCIL MEETING  
Workshop immediately following Council Meeting  
Tuesday, June 24, 2014  
Grimes City Hall**

**Following the City Council Meeting  
Mayor Tom Armstrong**

**City Council: Craig Patterson, Jill Altringer, Tami Evans, Ty Blackford, Doug Bickford  
City Administrator Kelley Brown, City Clerk Rochelle Williams,  
City Treasurer Deb Gallagher  
City Attorneys Tom Henderson  
City Engineer John Gade**

**I. GENERAL AGENDA ITEMS**

1. Call to Order
2. Roll Call
3. Approval of the Agenda
4. Discussion on Request for Curb Cut at 304 SE Main Street
5. Discussion on Trailers/Vehicles in Backyards
6. Discussion on Franchise Fee
7. New Business

**II. ADJOURNMENT.**

\* \* \* Communication Result Report ( Jun. 23, 2014 8:48AM ) \* \* \*

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Date/Time: Jun. 23, 2014 8:47AM

File No.	Mode	Destination	Pg(s)	Result	Page Not Sent
1392	Memory TX	15152810053	P. 2	OK	

Reason for error  
 E. 1) Hang up or line fail  
 E. 2) Busy  
 E. 3) No answer  
 E. 4) No facsimile connection  
 E. 5) Exceeded max. E-mail size



101 North East Hawley, Grimes, Iowa 50111 515.986.3036 Fax: 515.986.3346

NAME: IPERS DATE: 6-23-14  
 PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_  
 FROM: \_\_\_\_\_

Scott Clyco Jeff Macke Kelley Brown Kay Suhr Rochelle Williams

Joe McAreavy Olivia DeYoung Dave Sigler

TOTAL NUMBER OF PAGES INCLUDING COVER LETTER 2

FYI - Reply needed Please call upon review.

Our fax # 515-986-3846

COMMENTS: This may be a duplicate - not sure  
the fax was there as not previously.  
Thank you!

IN THE EVENT THAT YOU HAVE PROBLEMS RECEIVING THIS TRANSMISSION, PLEASE CALL KAY AT 616-886-3036.

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☺ THANK YOU AND HAVE A GREAT DAY ☺