

## NOTICE OF A REGULAR MEETING BONDURANT CITY COUNCIL

June 02, 2014

Meeting 14-11

**NOTICE IS HEREBY GIVEN** that a Regular Meeting of the City Council will be held at 6:00 p.m., on Monday, June 02, 2014, in the Bondurant City Center, 200 Second Street, Northeast, Bondurant, Polk County, Iowa. Said meeting is open and the public is encouraged to attend.

### AGENDA

- 1) Roll Call
- 2) Call to Order and Declaring a Quorum
- 3) Pledge of Allegiance
- 4) Abstentions declared
- 5) Perfecting and Approval of the Agenda
- 6) Consent Items:
  - a) Approval of the City Council Meeting Minutes of May 19, 2014
  - b) Claims Report
  - c) Tax Abatement Application - Michael Hulme, 336 Aspen Drive, Northwest, Bondurant, Polk County, Iowa
- 7) Polk County Sheriff's Report
- 8) Guests requesting to address the City Council
- 9) Kyle Mertz, Frank Berlin & Associates - Presentation of insurance quotes
- 10) Michelle Sandbulte, 304 3rd Street, Northwest - Presentation of a request for a street closure for a residential block party  
**RESOLUTION NO. 14-83** - A Resolution approving a request to close 3rd Street, Northwest, at the intersection of Mallard Pointe Drive, Northwest, on July 05, 2014, from 4:00 p.m., to 12:00 a.m., for a residential block party
- 11) **RESOLUTION NO. 14-84** - A Resolution approving the parade route scheduled for June 16, 2014, at 6:00 p.m., for Summerfest
- 12) Bob Veenstra, Veenstra & Kimm, Inc, - Report on Mud Creek Flood Modeling
- 13) **RESOLUTION NO. 14-85** - A Resolution designating Veenstra & Kimm, Inc., as the Engineer for the U.S. Hwy 65 / Lincoln Street, Southeast, Underpass Project
- 14) **RESOLUTION NO. 14-86** - A Resolution approving an Agreement for Engineering Services between the City of Bondurant and Veenstra & Kimm, Inc., pertaining to the Gay Lea Wilson East Trail, Trailhead to Brick Street, Southeast
- 15) **RESOLUTION NO. 14-87** - A Resolution approving the renewal application for an Iowa Retail Cigarette/Tobacco Permit for Git-N-Go Convenience Store, 3207 Henry Street, Southwest, Bondurant, Iowa
- 16) **RESOLUTION NO. 14-88** - A Resolution approving the renewal application for an Iowa Retail Cigarette/Tobacco Permit for Casey's General Store, 302 2nd Street, Northeast, Bondurant, Iowa

- 17) **RESOLUTION NO. 14-89** - A Resolution approving the renewal application for an Iowa Retail Cigarette/Tobacco Permit for Casey's General Store, 1455 Grant Street, South, Bondurant, Iowa
- 18) **RESOLUTION NO. 14-90** - A Resolution approving the renewal application for a Class C Beer Permit (BC) and Sunday sales for Casey's General Store #1861, 1455 Grant Street, South, Bondurant, Polk County, Iowa
- 19) **RESOLUTION NO. 14-91** - A Resolution approving certain street closures for Summerfest
- 20) **ORDINANCE NO. 14-206** - An Ordinance amending the Code of Ordinances of the City of Bondurant, Iowa, 2002, by amending Chapter 165, Floodplain Regulations to Restrict Temporary Filling Within a Floodplain Area (third and final reading)
- 21) **ORDINANCE NO. 14-207** - An Ordinance amending the Code of Ordinances of the City of Bondurant, Iowa, 2002, by amending definitions contained in Section 55.01 and adding a new Section of the Animal Control Section to include Urban Chickens (first reading)
- 22) Discussion item(s)
  - a) Lincoln Estates II (Kading Properties)
- 23) Reports / Comments and appropriate action thereon:
  - a) Mayor
  - b) City Administrator
  - c) Council Members
  - d) City Attorney Brick
- 24) Adjournment

# BONDURANT CITY COUNCIL

## REGULAR MEETING

May 19, 2014

Meeting No. 14-11

A regular meeting of the City Council of the City of Bondurant, Polk County, Iowa, was held in the Community Room at the Bondurant City Center on the 19th day of May 2014, at 6:00 p.m.

Present: Mayor Keith Ryan  
Council Member Wes Enos  
Council Member Eric Johnson  
Council Member Curt Sullivan  
City Administrator Mark Arentsen  
Deputy City Clerk Michelle Wells  
Finance Director Lori Dunham  
City Engineer Bob Veenstra

Absent: Council Member Amy Bogaards  
Council Member Brian Lohse

Notice of the meeting was posted at the Bondurant City Center, Casey's General Stores, Legacy Bank and the United States Post Office on May 16, 2014. All proceedings hereafter shown were taken while the convened meeting was open to the public.

Roll Call was taken and a quorum was declared. Mayor Ryan called the meeting to order at 6:01 p.m.

Mayor Ryan led the pledge of allegiance.

Motion made by Council Member Johnson, seconded by Council Member Sullivan, to approve the agenda as presented. Roll Call: Ayes: 3. Nays: 0. Motion carried.

Motion made by Council Member Johnson, seconded by Council Member Sullivan, to approve the Consent Items consisting of the City Council Meeting Minutes of May 05, 2014, receive and file Library Board of Trustees Meeting Minutes of April 02, 2014, the Librarian Report, the Claims Report and April 2014 Financial Statements e-mailed May 13, 2014, and Tax Abatement Applications for Craig Rehor, 624 Mulberry Drive, Northwest, and Breck Breckenridge, 324 Aspen Drive, Northwest, Bondurant, Polk County, Iowa. Roll Call: Ayes: 3. Nays: 0. Motion carried.

Polk County Sheriff's Department Division Chief Kevin Schneider updated the Council Members on recent activity.

Motion made by Council Member Johnson, seconded by Council Member Sullivan, to table agenda item 9, a presentation of insurance quotes.

Marlene Scarlett, Pony Express Riders of Iowa, requested permission to allow the organization to collect donations during a City event, due to a conflict at the Council's previous suggested location and date.

Motion made by Council Member Enos, seconded by Council Member Johnson, to close the regular City Council meeting at 6:13 p.m., and open the Public Hearing for consideration of amending the City of Bondurant Municipal Budget for Fiscal Year 2013 / 2014. Roll Call: Ayes: 3. Nays: 0. Motion carried. No verbal comments were received during the Public Hearing. Motion made by Council Member Enos, seconded by Council Member Johnson, to close the Public Hearing at 6:14 p.m., and open the regular City Council meeting. Roll Call: Ayes: 3. Nays: 0. Motion carried. Motion made by Council Member Johnson, seconded by Council Member Sullivan, to approve Resolution No. 14-76, a Resolution approving the City of Bondurant Municipal Budget for Fiscal Year 2013 / 2014. Roll Call: Ayes: 3. Nays: 0. Motion carried.

Motion made by Council Member Sullivan, seconded by Council Member Enos, to approve the second reading of Ordinance No. 14-206, an Ordinance amending the Code of Ordinances of the City of Bondurant, Iowa, 2002, by amending Chapter 165, Floodplain Regulations to Restrict Temporary Filling Within a Floodplain Area. Roll Call: Ayes: 3. Nays: 0. Motion carried.

Motion made by Council Member Enos, seconded by Council Member Johnson, to approve Resolution No. 14-77, a Resolution approving the renewal application for a Class B Wine Permit, Class C Beer Permit, a Class E Liquor License and Sunday Sales for EZ Mart, LLC, 1111 Lincoln Street, Southeast, Bondurant, Polk County, Iowa. Roll Call: Ayes: 3. Nays: 0. Motion carried.

Motion made by Council Member Enos, seconded by Council Member Sullivan, to approve Resolution No. 14-78, a Resolution approving the renewal application for a Class C Beer Permit and Sunday Sales for Git-N-Go Convenience Store #41, 3207 Henry Street, Southwest, Bondurant, Polk County, Iowa. Roll Call: Ayes: 3. Nays: 0. Motion carried.

Motion made by Council Member Enos, seconded by Council Johnson, to approve Resolution No. 14-79, a Resolution levying assessment for cost of a stop box repair for property located at 305 11th Street, Southeast, Bondurant, Polk County, Iowa. Roll Call: Ayes: 3. Nays: 0. Motion carried.

Motion made by Council Member Enos, seconded by Council Member Sullivan, to approve Resolution No. 14-80, a Resolution approving parking on the north side of Brick Street, Southeast, for Farmers Market vendors. Roll Call: Ayes: 3. Nays: 0. Motion carried.

Motion made by Council Member Enos, seconded by Council Member Johnson, to approve Resolution No. 14-81, a Resolution approving an Agreement between the City of Bondurant and Veenstra & Kimm, Inc., to prepare construction documents for Phase 1 of the Gay Lea Wilson East Trail. Roll Call: Ayes: 3. Nays: 0. Motion carried.

Craig Riemersma, 600 Spruce Circle, Northwest, requested a street closure for a residential block party. Motion made by Council Member Enos, seconded by Council Member Johnson, to approve Resolution No. 14-82, a Resolution approving the closure of a portion of Spruce Circle, Northwest, beginning approximately in front of 604 Spruce Circle, Northwest, on June 20, 2014, from 6:00 p.m., to 9:00 p.m. Roll Call: Ayes: 3. Nays: 0. Motion carried.

Motion made by Council Member Sullivan, seconded by Council Member Johnson, to table agenda item 19, pertaining to redefining livestock. Roll Call: Ayes: 3. Nays: 0. Motion carried.

Motion made by Council Member Sullivan, seconded by Council Member Johnson, to table agenda item 20, pertaining to "urban chickens". Roll Call: Ayes: 3. Nays: 0. Motion carried

**The following item(s) were discussed as part of Mayor Ryan's comments:**

- Washington D.C. trip update.

**The following item(s) were discussed as part of City Administrator Arentsen's comments:**

- 329 applicants for the Assistant to the City Administrator position. Six interviews are scheduled for May 20.
- Chichaqua Valley Trail pre-construction meeting was May 13.
- Pre-construction meeting for the Hwy 65 / 32nd Street, Southwest, intersection project is scheduled for May 21.
- Meeting scheduled for May 21, with the school district.
- Pleasant Grove Development grading started today.

**The following item(s) were discussed as part of Council Member's comments:**

- Council Member Sullivan - Asked the outcome of the meeting between the City Engineer and area builders concerning building inspections.
- Council Member Johnson - Questioned if parking is permitted on both sides of the street on Lincoln Street, Southeast, in the Cove Development
- Council Member Enos - Unable to attend Council meeting on June 02. He asked that Council not waive readings for the "Urban Chicken" ordinance because he would like some input in the decision.

Motion made by Council Member Johnson, seconded by Council Member Enos, to adjourn said meeting at 6:35 p.m. Roll Call: Ayes: 3. Nays: 0. Motion carried.

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Michelle Wells, Deputy City Clerk

ATTEST:

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Keith Ryan, Mayor

(SEAL)

I, the understated Mayor of the City of Bondurant, Polk County, Iowa, hereby certify that the foregoing is a true and accurate copy of proceedings had and done by the Mayor and City Council on May 19, 2014, that all of the subjects included in the foregoing proceedings were contained in the agenda for the meeting, kept continually current and readily available for public inspection at the Office of the City Clerk; that such subjects were contained in said agenda for at least twenty-four hours prior to said meeting, and the said minutes from which the foregoing proceedings have been extracted were written from and available for public inspection within ten business days and prior to the next convened meeting of said body.

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Keith Ryan, Mayor



INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
LEGACY BANK													
1715 A KING'S THRONE													
A-18287	1 I	6/03/2014	6/03/2014	MONTHLY KYBO RENTAL-5/2	218.00		218.00		218.00	001			1
								001-440-6415	RENTAL EQUIPMENT				
A-18395	1 I	6/03/2014	6/03/2014	KYBO CLEANING 5/24/14	140.00		140.00		140.00	001			1
								001-440-6415	RENTAL EQUIPMENT				
				** VENDOR TOTALS *	358.00		358.00		358.00				
1056 MARK ARENTSEN													
06022014	1 I	6/03/2014	6/03/2014	MILEAGE ALLOW JUNE 2014	165.00		165.00		165.00	001			1
								001-621-6240	MEETINGS & CONFERENCES				
	2 I			MILEAGE ALLOW JUNE 2014	165.00		165.00		165.00	600			1
								600-812-6240	MEETINGS & CONFERENCES				
	3 I			MILEAGE ALLOW JUNE 2014	170.00		170.00		170.00	610			1
								610-817-6240	MEETINGS & CONFERENCES				
				* INVOICE TOTALS	500.00		500.00		500.00				
				** VENDOR TOTALS *	500.00		500.00		500.00				
1559 ATLANTIC BOTTLING CO													
20961337	1 I	6/03/2014	6/03/2014	CONCESSION DRINKS	234.50		234.50		234.50	001			1
								001-440-6503	CONCESSION FOR RESALE				
				** VENDOR TOTALS *	234.50		234.50		234.50				
796 MR ELECTRIC OF CENTRAL IOWA													
4650	1 I	6/03/2014	6/03/2014	REPLC GEL CELL BATTERY; DIALER-BRSC	174.62		174.62		174.62	610			1
								610-816-6350	OPERATIONAL EQUIPMENT REPAIR				
				** VENDOR TOTALS *	174.62		174.62		174.62				
1515 CENTURYLINK													
9670082514	1 I	6/03/2014	6/03/2014	SERVICES	65.99		65.99		65.99	610			1
								610-815-6373	TELECOMMUNICATION EXPENSE				
9672418514	1 I	6/03/2014	6/03/2014	SERVICES	292.89		292.89		292.89	001			1
								001-650-6373	TELECOMMUNICATION EXPENSE				
9672668514	1 I	6/03/2014	6/03/2014	SERVICES	60.47		60.47		60.47	001			1
								001-410-6373	TELECOMMUNICATION EXPENSE				
	2 I			SERVICES	161.94		161.94		161.94	001			1
								001-410-6419	COMPUTER SUPPORT				
				* INVOICE TOTALS	222.41		222.41		222.41				
9674790514	1 I	6/03/2014	6/03/2014	SERVICES	226.51		226.51		226.51	001			1
								001-410-6373	TELECOMMUNICATION EXPENSE				
9674902514	1 I	6/03/2014	6/03/2014	SERVICES	103.65		103.65		103.65	001			1
								001-150-6373	TELECOMMUNICATION EXPENSE				
	2 I			SERVICES	103.66		103.66		103.66	001			1
								001-160-6373	TELECOMMUNICATION EXPENSE				
				* INVOICE TOTALS	207.31		207.31		207.31				
9675778514	1 I	6/03/2014	6/03/2014	SERVICES	76.98		76.98		76.98	110			1
								110-210-6373	TELECOMMUNICATION EXPENSE				
				** VENDOR TOTALS *	1092.09		1092.09		1092.09				
1228 CINTAS CORPORATION #762													

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	SQ	CK
1228 CINTAS CORPORATION #762														
762286458	1 I	6/03/2014	6/03/2014	LAUNDRY 5/6/14	36.18		36.18		36.18	001				1
	2 I			LAUNDRY 5/6/14	20.11		20.11	001-650-6409	20.11	110				1
	3 I			LAUNDRY 5/6/14	10.00		10.00	110-210-6499	10.00	001				1
				* INVOICE TOTALS	66.29		66.29	001-150-6499	66.29					
762289875 1 I 6/03/2014 6/03/2014 LAUNDRY 5/20/14														
	2 I			LAUNDRY 5/20/14	20.11		20.11	001-650-6409	20.11	110				1
	3 I			LAUNDRY 5/20/14	10.00		10.00	110-210-6499	10.00	001				1
				* INVOICE TOTALS	52.66		52.66	001-150-6499	52.66					
				** VENDOR TOTALS *	118.95		118.95		118.95					
1284 COMMUNICATION INNOVATORS														
71116	1 I	6/03/2014	6/03/2014	FIRE PHONE RESEARCH	170.00		170.00		170.00	001				1
				** VENDOR TOTALS *	170.00		170.00	001-650-6350	170.00					
1580 D & K PRODUCTS														
0416815-IN	1 I	6/03/2014	6/03/2014	SURGE;TURF SAVER	395.00		395.00		395.00	001				1
				** VENDOR TOTALS *	395.00		395.00	001-440-6507	395.00					
738 DES MOINES AREA MPO														
106	1 I	6/03/2014	6/03/2014	FY15 MEMBER ASSESSMENT	3860.00		3860.00		3860.00	001				1
				** VENDOR TOTALS *	3860.00		3860.00	001-621-6210	3860.00					
142 DES MOINES STAMP MANUFACTURING														
1015089	1 I	6/03/2014	6/03/2014	NOTARY STAMP-KUGLER	26.70		26.70		26.70	001				1
				** VENDOR TOTALS *	26.70		26.70	001-650-6506	26.70					
1560 FARNER-BOCKEN COMPANY														
3040642	1 I	6/03/2014	6/03/2014	CONCESSION FOOD	374.55		374.55		374.55	001				1
3058561	1 I	6/03/2014	6/03/2014	CONCESSION FOOD;CANDY	462.32		462.32	001-440-6503	462.32	001				1
				** VENDOR TOTALS *	836.87		836.87	001-440-6503	836.87					
1069 FIRST NATIONAL BANK OMAHA														
1022 514	1 I	6/03/2014	6/03/2014	DC TRIP FOOD;TRANSPORAT	227.44		227.44		227.44	001				1
4250 514	1 I	6/03/2014	6/03/2014	AMAZON-TOT TBALL BATS;B	70.78		70.78	001-520-6240	70.78	001				1
	2 I			NEWEGG-LASER PENS	9.90		9.90	001-430-6599	9.90	001				1
	3 I			IDRIVE-CLOUD BACKUP	49.50		49.50	001-650-6506	49.50	001				1



INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	SQ	CK
3	I			COPIER	76.68		76.68		76.68	600				1
								600-812-6499	CONTRACT SERVICES					
4	I			COPIER	76.68		76.68		76.68	610				1
								610-817-6499	CONTRACT SERVICES					
				* INVOICE TOTALS	459.96		459.96		459.96					
				** VENDOR TOTALS *	459.96		459.96		459.96					
1655 LAWN DOCTOR														
12331	1	I	6/03/2014	6/03/2014 TRAILHEAD LAWN TREATMEN	106.00		106.00		106.00	001				1
								001-430-6320	GROUNDS MAINTENANCE & .REPAIR					
				** VENDOR TOTALS *	106.00		106.00		106.00					
9999999999 2913 MARC HARTZER														
05052014	1	I	6/03/2014	6/03/2014 REIMB TOT TBALL-DRAKE H	37.73		37.73		37.73	001				1
								001-430-6451	REFUNDS/REIMBURSEMENTS					
2	I			REIMB TOT TBALL-DRAKE H	2.27		2.27		2.27	001				1
								001-050-2140	SALES TAX PAYABLE					
				* INVOICE TOTALS	40.00		40.00		40.00					
				** VENDOR TOTALS *	40.00		40.00		40.00					
40 MEDIACOM														
241 514	1	I	6/03/2014	6/03/2014 INTERNET	84.95		84.95		84.95	001				1
								001-621-6373	TELECOMMUNICATION EXPENSE					
2	I			INTERNET	25.00		25.00		25.00	001				1
								001-150-6373	TELECOMMUNICATION EXPENSE					
				* INVOICE TOTALS	109.95		109.95		109.95					
				** VENDOR TOTALS *	109.95		109.95		109.95					
842 MENARDS														
52410	1	I	6/03/2014	6/03/2014 SUPPLIES	7.18		7.18		7.18	110				1
								110-210-6310	BUILDING & GROUND MAINTENANCE					
52722	1	I	6/03/2014	6/03/2014 BRASS PLUG-5"PUMP	8.99		8.99		8.99	610				1
								610-816-6350	OPERATIONAL EQUIPMENT REPAIR					
52910	1	I	6/03/2014	6/03/2014 25'EXTENSION CORD	4.96		4.96		4.96	001				1
								001-430-6507	OPERATING SUPPLIES					
				** VENDOR TOTALS *	21.13		21.13		21.13					
286 METRO WASTE AUTHORITY														
70004154	1	I	6/03/2014	6/03/2014 MONTHLY CURB-IT	4019.40		4019.40		4019.40	670				1
								670-840-6435	RECYCLING/CURB IT					
				** VENDOR TOTALS *	4019.40		4019.40		4019.40					
1153 JILL MOLAND														
06012014	1	I	6/03/2014	6/03/2014 CLEANING	400.00		400.00		400.00	001				1
								001-650-6499	CONTRACT SERVICES					
				** VENDOR TOTALS *	400.00		400.00		400.00					
979 NAPA AUTO PARTS														
815890	1	I	6/03/2014	6/03/2014 MOWER TRAILER LIGHTS	31.97		31.97		31.97	001				1
								001-430-6350	EQUIPMENT REPAIR					
				** VENDOR TOTALS *	31.97		31.97		31.97					

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
322 OFFICE DEPOT INC													
1586176001	1 I	6/03/2014	6/03/2014	TONER;SUPPLIES	54.02		54.02		54.02	600			1
	2 I			TONER;SUPPLIES	54.03	600-812-6506	54.03	OFFICE SUPPLIES	54.03	610			1
	3 I			TONER;SUPPLIES	54.03	610-817-6506	54.03	OFFICE SUPPLIES	54.03	001			1
						001-621-6506		OFFICE SUPPLIES					
				* INVOICE TOTALS	162.08		162.08		162.08				
1586283001 1 I 6/03/2014 6/03/2014 FLASH DRIVE-4													
					33.80		33.80		33.80	001			1
						001-621-6506		OFFICE SUPPLIES					
8628602001 1 I 6/03/2014 6/03/2014 SUPPLIES													
					181.03		181.03		181.03	001			1
						001-410-6506		OFFICE SUPPLIES					
				** VENDOR TOTALS *	376.91		376.91		376.91				
337 POLK COUNTY TREASURER													
5474	1 I	6/03/2014	6/03/2014	APRIL 2014 ANIMAL CONTR	728.75		728.75		728.75	001			1
						001-190-6413		PAYMENT TO OTHER AGENCIES					
				** VENDOR TOTALS *	728.75		728.75		728.75				
416 POSTMASTER													
07012014	1 I	6/03/2014	6/03/2014	FIRST CLASS PRESORT PER	80.00		80.00		80.00	600			1
	2 I			FIRST CLASS PRESORT PER	80.00	600-812-6508	80.00	POSTAGE-SHIPPING	80.00	610			1
	3 I			FIRST CLASS PRESORT PER	60.00	610-817-6508	60.00	POSTAGE-SHIPPING	60.00	670			1
						670-840-6508		POSTAGE					
				* INVOICE TOTALS	220.00		220.00		220.00				
				** VENDOR TOTALS *	220.00		220.00		220.00				
967 PRAIRIE AG SUPPLY													
01-33706	1 I	6/03/2014	6/03/2014	MOWER BLADES;FILTERS	190.26		190.26		190.26	001			1
						001-430-6350		EQUIPMENT REPAIR					
01-34441	1 I	6/03/2014	6/03/2014	SCAG MOWER PARTS	326.48		326.48		326.48	001			1
						001-430-6350		EQUIPMENT REPAIR					
				** VENDOR TOTALS *	516.74		516.74		516.74				
348 PRAXAIR													
2732999700	1 I	6/03/2014	6/03/2014	CYLINDER RENTAL	252.74		252.74		252.74	001			1
						001-160-6507		OPERATING SUPPLIES					
				** VENDOR TOTALS *	252.74		252.74		252.74				
982 PRINCIPAL LIFE													
H15082	614 1 I	6/03/2014	6/03/2014	JUNE 2014 LIFE INS	67.85		67.85		67.85	112			1
	2 I			JUNE 2014 LIFE INS	28.06	112-621-6150	28.06	GROUP INSURANCE	28.06	112			1
	3 I			JUNE 2014 LIFE INS	18.68	112-210-6150	18.68	GROUP INSURANCE	18.68	600			1
	4 I			JUNE 2014 LIFE INS	18.68	600-811-6150	18.68	GROUP INSURANCE	18.68	610			1
	5 I			JUNE 2014 LIFE INS	7.96	610-815-6150	7.96	GROUP INSURANCE	7.96	741			1
						741-865-6150		GROUP INSURANCE					

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
6	I			JUNE 2014 LIFE INS	25.03		25.03		25.03	112			1
								112-430-6150	GROUP INSURANCE				
7	I			JUNE 2014 LIFE INS	19.90		19.90		19.90	112			1
								112-410-6150	GROUP INSURANCE				
8	I			JUNE 2014 LIFE INS	9.14		9.14		9.14	112			1
								112-170-6150	GROUP INSURANCE				
				* INVOICE TOTALS	195.30		195.30		195.30				
				** VENDOR TOTALS *	195.30		195.30		195.30				
1584 SAM'S CLUB/CE CRB													
1241	514	1 I	6/03/2014	6/03/2014 CONCESSION FOOD;CANDY	1969.24		1969.24		1969.24	001			1
								001-440-6503	CONCESSION FOR RESALE				
				** VENDOR TOTALS *	1969.24		1969.24		1969.24				
767 SNYDER & ASSOCIATES INC													
0851.01	7	1 I	6/03/2014	6/03/2014 US65/32ND TRAFFIC LT DE	604.71		604.71		604.71	327			1
								327-210-6407	ENGINEERING EXPENSE				
				** VENDOR TOTALS *	604.71		604.71		604.71				
452 STAPLES CREDIT PLAN													
7926	514	1 I	6/03/2014	6/03/2014 FILE CABINET	66.38		66.38		66.38	001			1
								001-621-6506	OFFICE SUPPLIES				
		2 I		FILE CABINET	74.33		74.33		74.33	600			1
								600-812-6506	OFFICE SUPPLIES				
		3 I		FILE CABINET	74.33		74.33		74.33	610			1
								610-817-6506	OFFICE SUPPLIES				
		4 I		SUPPLIES	61.28		61.28		61.28	001			1
								001-410-6506	OFFICE SUPPLIES				
		5 I		11X17PAPER-ECON DVLPM	17.29		17.29		17.29	001			1
								001-520-6580	MISCELLANEOUS				
				* INVOICE TOTALS	293.61		293.61		293.61				
				** VENDOR TOTALS *	293.61		293.61		293.61				
850 STEWART ELECTRIC, INC.													
9010		1 I	6/03/2014	6/03/2014 RESTRING FLAG POLE-GATE	172.50		172.50		172.50	001			1
								001-430-6320	GROUNDS MAINTENANCE & REPAIR				
9021		1 I	6/03/2014	6/03/2014 REPAIR LIGHT POLE-PETOC	235.50		235.50		235.50	001			1
								001-430-6320	GROUNDS MAINTENANCE & REPAIR				
				** VENDOR TOTALS *	408.00		408.00		408.00				
387 TREASURER - STATE OF IOWA													
4147000981		1 I	6/03/2014	6/03/2014 MAY 2013 SALES TAX	84.00		84.00		84.00	001			1
								001-050-2140	SALES TAX PAYABLE				
		2 I		MAY 2013 SALES TAX	243.00		243.00		243.00	741			1
								741-050-2140	SALES TAX PAYABLE				
		3 I		MAY 2013 SALES TAX	515.00		515.00		515.00	610			1
								610-050-2140	SALES TAX PAYABLE				
		4 I		MAY 2013 SALES TAX	2985.00		2985.00		2985.00	600			1
								600-050-2140	SALES TAX PAYABLE				
				* INVOICE TOTALS	3827.00		3827.00		3827.00				
				** VENDOR TOTALS *	3827.00		3827.00		3827.00				

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
-----													
1730 TROPHY DEPOT													
931752	1 I	6/03/2014	6/03/2014	TOT TBALL MEDALS	241.91		241.91		241.91	001			1
								001-430-6599	PARK PROGRAMS				
				** VENDOR TOTALS *	241.91		241.91		241.91				
1590 TRUE PITCH INC													
46486	1 I	6/03/2014	6/03/2014	FIELD PAINT;CHALK	537.00		537.00		537.00	001			1
								001-440-6507	OPERATING SUPPLIES				
46502	1 I	6/03/2014	6/03/2014	FIELD DRY-20	140.00		140.00		140.00	001			1
								001-440-6507	OPERATING SUPPLIES				
				** VENDOR TOTALS *	677.00		677.00		677.00				
770 UNITED HEALTHCARE-RIVER VALLEY													
0500021066	1 I	6/03/2014	6/03/2014	JUNE 2014 HEALTH INS	2961.64		2961.64		2961.64	112			1
								112-621-6150	GROUP INSURANCE				
	2 I			JUNE 2014 HEALTH INS	1010.39		1010.39		1010.39	0124			1
								001-050-2124	HEALTH INSURANCE WITHHOLDING				
	3 I			JUNE 2014 HEALTH INS	348.47		348.47		348.47	1024			1
								110-050-2124	HEALTH INSURANCE WITHHOLDING				
	4 I			JUNE 2014 HEALTH INS	120.27		120.27		120.27	6024			1
								600-050-2124	HEALTH INSURANCE WITHHOLDING				
	5 I			JUNE 2014 HEALTH INS	120.27		120.27		120.27	6124			1
								610-050-2124	HEALTH INSURANCE WITHHOLDING				
	6 I			JUNE 2014 HEALTH INS	96.97		96.97		96.97	7424			1
								741-050-2124	HEALTH INSURANCE WITHHOLDING				
	7 I			JUNE 2014 HEALTH INS	549.11		549.11		549.11	112			1
								112-430-6150	GROUP INSURANCE				
	8 I			JUNE 2014 HEALTH INS	597.34		597.34		597.34	112			1
								112-410-6150	GROUP INSURANCE				
	9 I			JUNE 2014 HEALTH INS	1314.98		1314.98		1314.98	112			1
								112-210-6150	GROUP INSURANCE				
	10 I			JUNE 2014 HEALTH INS	672.50		672.50		672.50	600			1
								600-811-6150	GROUP INSURANCE				
	11 I			JUNE 2014 HEALTH INS	672.50		672.50		672.50	610			1
								610-815-6150	GROUP INSURANCE				
	12 I			JUNE 2014 HEALTH INS	384.38		384.38		384.38	741			1
								741-865-6150	GROUP INSURANCE				
	13 I			JUNE 2014 HEALTH INS	317.85		317.85		317.85	112			1
								112-170-6150	GROUP INSURANCE				
				* INVOICE TOTALS	9166.67		9166.67		9166.67				
				** VENDOR TOTALS *	9166.67		9166.67		9166.67				
525 US CELLULAR													
38624007	1 I	6/03/2014	6/03/2014	CELL PHONES	8.74		8.74		8.74	001			1
								001-621-6373	TELECOMMUNICATION EXPENSE				
	2 I			CELL PHONES	60.16		60.16		60.16	600			1
								600-812-6373	TELECOMMUNICATION EXPENSE				
	3 I			CELL PHONES	9.00		9.00		9.00	610			1
								610-817-6373	TELECOMMUNICATION EXPENSE				
	4 I			CELL PHONES	51.44		51.44		51.44	610			1
								610-815-6373	TELECOMMUNICATION EXPENSE				
	5 I			CELL PHONES	73.95		73.95		73.95	110			1
								110-210-6373	TELECOMMUNICATION EXPENSE				

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
6	I			CELL PHONES	36.24		36.24		36.24	001			1
								001-430-6373	TELECOMMUNICATION EXPENSE				
7	I			CELL PHONES	10.80		10.80		10.80	001			1
								001-150-6373	TELECOMMUNICATION EXPENSE				
8	I			CELL PHONES	22.58		22.58		22.58	001			1
								001-160-6373	TELECOMMUNICATION EXPENSE				
9	I			CELL PHONES	21.00		21.00		21.00	741			1
								741-865-6373	TELECOMMUNICATIONS EXPENSE				
10	I			SAMSUNG GALAXY4;ACCESSO	121.99		121.99		121.99	600			1
								600-812-6373	TELECOMMUNICATION EXPENSE				
11	I			SAMSUNG GALAXY4;ACCESSO	121.99		121.99		121.99	610			1
								610-815-6373	TELECOMMUNICATION EXPENSE				
12	I			SAMSUNG GALAXY4;ACCESSO	200.99		200.99		200.99	110			1
								110-210-6373	TELECOMMUNICATION EXPENSE				
13	I			SAMSUNG GALAXY4;ACCESSO	6.48		6.48		6.48	001			1
								001-430-6373	TELECOMMUNICATION EXPENSE				
14	I			SAMSUNG GALAXY4;ACCESSO	62.49		62.49		62.49	741			1
								741-865-6373	TELECOMMUNICATIONS EXPENSE				
				* INVOICE TOTALS	807.85		807.85		807.85				
				** VENDOR TOTALS *	807.85		807.85		807.85				
				1622 VAN WALL EQUIPMENT INC									
55623	1	I	6/03/2014	6/03/2014 TORO TUNEUP;CRANKCASE D FUEL,AIR FILTERS;LUG NU	454.78		454.78		454.78	001			1
								001-440-6350	EQUIPMENT REPAIR				
55624	1	I	6/03/2014	6/03/2014 TIRE REPAIR-REMOVE THOR	72.23		72.23		72.23	001			1
								001-440-6350	EQUIPMENT REPAIR				
				** VENDOR TOTALS *	527.01		527.01		527.01				
				1161 VEENSTRA & KIMM, INC.									
4285-022	6	1	I	6/03/2014	6/03/2014 CITY MAP UPDATES	3763.50		3763.50	3763.50	001			1
								001-540-6407	ENGINEERING EXPENSE				
	2	I			CITY MAP UPDATES	1000.00		1000.00	1000.00	600			1
								600-811-6407	ENGINEERING EXPENSE				
	3	I			CITY MAP UPDATES	1000.00		1000.00	1000.00	610			1
								610-816-6407	ENGINEERING EXPENSE				
	4	I			CITY MAP UPDATES	1000.00		1000.00	1000.00	741			1
								741-865-6407	ENGINEERING EXPENSE				
				* INVOICE TOTALS	6763.50		6763.50		6763.50				
4289	3	1	I	6/03/2014	6/03/2014 MUD CREEK FLOOD MODELIN	13626.04		13626.04	13626.04	741			1
								741-865-6407	ENGINEERING EXPENSE				
				** VENDOR TOTALS *	20389.54		20389.54		20389.54				
				427 WALMART COMMUNITY									
9753	514	1	I	6/03/2014	6/03/2014 SUPPLIES	6.96		6.96	6.96	001			1
								001-430-6599	PARK PROGRAMS				
	2	I			WII GAMES	164.72		164.72	164.72	001			1
								001-410-6599	LIBRARY PROGRAMS				
	3	I			SUPPLIES	106.54		106.54	106.54	167			1
								167-410-6506	TRUST & AGENCY LIBRARY EXPENSE				
				* INVOICE TOTALS	278.22		278.22		278.22				

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
** VENDOR TOTALS *					278.22		278.22		278.22				
433 WILLIAMSONS REPAIR													
33216	1 I	6/03/2014	6/03/2014	TRAILER TIRES-2	188.58		188.58		188.58	001			1
								001-430-6350	EQUIPMENT REPAIR				
33229	1 I	6/03/2014	6/03/2014	TIRE PATCH	10.50		10.50		10.50	600			1
								600-811-6332	VEHICLE REPAIRS				
	2 I			TIRE PATCH	10.50		10.50		10.50	610			1
								610-816-6332	VEHICLE REPAIRS				
* INVOICE TOTALS					21.00		21.00		21.00				
33247	1 I	6/03/2014	6/03/2014	U-JOINTS;YOKE REPLCMT-J	385.48		385.48		385.48	110			1
								110-210-6350	OPERATIONAL EQUIPMENT REPAIR				
** VENDOR TOTALS *					595.06		595.06		595.06				
BANK TOTALS					59002.50		59002.50		59002.50				
TOTAL MANUAL CHECKS									.00				
TOTAL E-PAYMENTS									.00				
TOTAL PURCH CARDS									.00				
TOTAL OPEN PAYMENTS									59002.50				
GRAND TOTALS					59002.50		59002.50		59002.50				

ACCOUNT NO ALPHA ID	DEPOSIT DATE	PEN TIMES	DEPOSIT AMOUNT	INTEREST AMOUNT	TOTAL AMOUNT	DEPOSIT REFUND CODE
2155002 WEST LOREN	4/09/09	2	79.11	.00	79.11	Check
2378501 GROOM JOSHUA	7/31/07	16	200.00	.00	200.00	Check
2723200 SCHAFFER CONSTRUCTION INC	1/29/14		171.24	.00	171.24	Check
2888004 OLIVIA INC / DIANA PASTOR	3/31/14		77.91	.00	77.91	Check
3135002 BORLAND RYAN	10/02/06	3	10.93	.00	10.93	Check
3335015 CARVER MELINDA	5/03/13	8	36.04	.00	36.04	Check
5565005 PATTERSON ALEESHA	6/01/12	20	26.74	.00	26.74	Check
6285015 BAKER BRAD	3/15/14		66.52	.00	66.52	Check
6594113 MAYTAG ANGIE	9/14/11	1	44.67	.00	44.67	Check
6594114 MULBERRY POINTE LLC	5/09/14		81.76	.00	81.76	Check
6594611 MULBERRY POINTE LLC	5/09/14		80.55	.00	80.55	Check
6614081 FINE KEVIN	6/01/11		24.01	.00	24.01	Check
7321002 VALLEY BANK LOAN OPER	7/15/09	6	27.18	.00	27.18	Check
7322003 VALLEY BANK LOAN OPER	11/13/12	5	81.70	.00	81.70	Check
9442008 KJH RESIDENTIAL	3/06/14		71.90	.00	71.90	Check
9456006 KJH RESIDENTIAL	3/31/14		76.11	.00	76.11	Check
10163502 CULBERTSON HEIDI	7/02/12		5.56	.00	5.56	Check
10190500 CHATEAU HOMES LLC	11/15/13		123.81	.00	123.81	Check
10203501 CURTIS MICHAEL	12/14/12	2	171.90	.00	171.90	Check
12007500 CSI HOMES & DEVELOPMENT	6/28/13		50.38	.00	50.38	Check
REPORT TOTAL			1508.02	.00	1508.02	
WATER			1508.02	.00	1508.02	

**CITY OF BONDURANT  
INTERIM WARRANT LIST  
June 2, 2014**

<b>DATE</b>	<b>VENDOR - REFERENCE</b>	<b>ACCOUNT CODE</b>	<b>TOTALS</b>
05/19/14	Leonard Drabek - Softball umpire 5/18/14	001-430-6599	75.00
05/23/14	IRS USA tax payment - Federal/FICA		6,873.08
05/30/14	Postmaster - Utility bill mailing	600-812-6508	267.62
		610-817-6508	180.13
		670-840-6508	66.90
			<hr/> 514.65
		Total	7,462.73

GRAND TOTALS-A/P	59,002.50
UTILITY DEPOSIT REFUNDS	1,508.02
INTERIM WARRANT LIST	<u>7,462.73</u>
TOTAL	<u><u>\$67,973.25</u></u>

**TAX ABATEMENT APPLICATION - CITY OF BONDURANT**

Name of Applicant: MICHAEL HULME

Date of Application: 5/23/14

Address of Applicant: 336 ASPEN DR NW  
BONDURANT, IA 50035

Address of Property: 336 ASPEN DR NW  
BONDURANT, IA 50035

Telephone Number: 319-931-1301

Telephone Number: 319-931-1301

Describe the Improvement(s): \_\_\_\_\_

Construction: Completion Date: 5/22/14

Construction Cost: \$ 225,025

Zoning:  Agriculture / Residential     Commercial     Manufacturing

All qualified real estate assessed as residential is eligible to receive a partial exemption from taxation on the actual value added by the improvements for a period of five (5) years as follows:

- 75% the First Year
- 60% the Second Year
- 45% the Third Year
- 30% the Fourth Year
- 15% the Fifth Year

\_\_\_\_\_ All qualified real estate assessed as commercial property is eligible to receive a 100% exemption from taxation on the actual value added by the improvements for a period of three (3) years.

\_\_\_\_\_ All qualified real estate assessed as commercial property is eligible to receive a partial exemption from taxation on the actual value added by the improvements for a period of six (6) years as follows:

- 80% the First Year
- 70% the Second Year
- 60% the Third Year
- 50% the Fourth Year
- 40% the Fifth Year
- 30% the Sixth Year

The property owner must apply for the exemption by February 1st of the assessment year for which the exemption first claimed but not later than February 1st of the next assessment year after the assessment year in which all improvements included in the project are first assessed for taxation.

~~\*\*\*~~ RETURN TO: CITY OF BONDURANT, OFFICE OF THE CITY CLERK, POST OFFICE BOX 37, BONDURANT, IOWA 50035  
AFTER FILING: CONTACT RICH COLGROVE (515) 286-3023 OF THE POLK. CO. ASSESSOR'S OFFICE WITH QUESTIONS.

OFFICE USE ONLY	
RECEIVED BY THE CITY OF BONDURANT Date: <u>5/23/14</u> By: <u>Misty Kugler</u>	RECEIVED BY POLK COUNTY Date: <u>  /  /  </u> By: <u>          </u>

**Resolution: #14-83**

**Agenda Item: #10**

**Date: June 02, 2014**

BE IT RESOLVED, by the City Council of the City of Bondurant, Polk County, Iowa:

That the street closure of 3rd Street, Northwest, at the intersection of Mallard Pointe Drive, Northwest, on July 05, 2014, from 4:00 p.m., to 12:00 a.m., for a residential block party, is hereby approved.

Moved by \_\_\_\_\_ Second by \_\_\_\_\_ to adopt.

Council Action	Yeas	Nays	Abstain	Absent
Bogaards				
Enos				
Johnson				
Lohse				
Sullivan				
Motion carried				
_____ Keith Ryan, Mayor				

**CERTIFICATE**

I, Mark J. Arentsen, City Administrator of said City hereby certify that at a meeting of the City Council held on the above date, among other proceedings the above was adopted.

IN WITNESS WHEREOF, I have hereunto set my hand the day and year above written.

\_\_\_\_\_  
Mark J. Arentsen, City Administrator

### Street Closing Application

Purpose of Street Closing: Residential Block Party

Date of Application: 5/22/14

Name of Contact Person: Michelle Sandbulte

Address of Contact Person: 404 3rd St NW

Contact Phone # 975-2949 Cell Phone # 201-960971

Email: MichelleSandbulte@gmail.com

Date of Street Closing: July 5th

Time: From 4pm To 12am (no earlier than 8:00 a.m., and no later than 12 midnight)

Optional Rain Date n/a

Street(s) to block off:

3rd St NW (Mallard Pointe side)

Intersections: Mallard Pointe Dr NW AND Beadenoal

Will the block party involve entertainment: Yes  No

If yes, please describe: (i.e.: music, inflatables, etc) music, games, inflatable?  
for children

The applicant must make a reasonable attempt to obtain the signatures of everyone in the affected area.

The City of Bondurant has the right to deny street closure applications. Closure of all streets requires City Council approval. The City Clerk's Office will advise you of the date City Council will consider your street closure request – this may affect the date of your block party. Returning this application at least 60 days prior to the requested date(s) is recommended.

Applicant Signature: Michelle Sandbulte

The City of  
**Bondurant**  
on the move IOWA

We, the property owners, do hereby acknowledge being notified of the closing of the following streets, as requested, for a Residential Block Party, on July 5<sup>th</sup> / 5p (date/time).

Street(s) to be blocked off: 3rd St NW (Mallard Pointe side)  
Intersections: Mallard Pointe Dr NW AND Lead End

Name	Address
Michelle Sandbulte	404 3rd St NW
Janet Bell	406 3 <sup>rd</sup> St NW
Joy Hill	407 3 <sup>rd</sup> St NW
H. House	410 3 <sup>rd</sup> St NW
Steve Winger	409 3 <sup>rd</sup> St NW
Nikki Birling	402 3 <sup>rd</sup> St NW
Laura Bohrer	204 Mallard Pointe Dr NW
Grant Ross	405 3 <sup>rd</sup> St NW
Roberta Knight	408 3 <sup>rd</sup> St NW
John Brantledge	402 3 <sup>rd</sup> St NW
J. Von	403 3 <sup>rd</sup> St NW

(Please attach additional pages for required signatures)



As a service to our residents we offer, free of charge, educational visits to your residential block party, by Polk County Sheriff's Department, Fire and/or Municipal Utilities Departments:

Residential Block Party Address: 404 Bondurant St NW

Date: July 5

I WOULD LIKE AN EQUIPMENT DEMONSTRATION AND EDUCATIONAL VISIT FROM THE BONDURANT FIRE DEPARTMENT IF PERSONNEL ARE AVAILABLE. THE PREFERRED TIME WOULD BE 7 pm

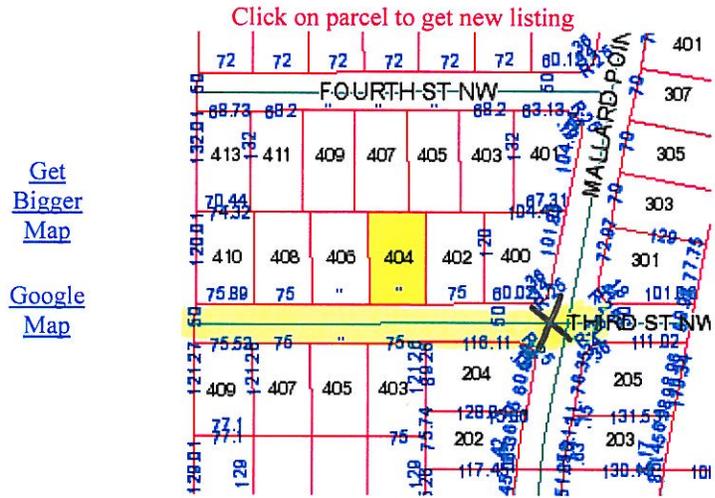
I WOULD LIKE AN EQUIPMENT DEMONSTRATION AND EDUCATIONAL VISIT FROM THE POLK COUNTY SHERIFF'S DEPARTMENT IF PERSONNEL ARE AVAILABLE. THE PREFERRED TIME WOULD BE \_\_\_\_\_

I WOULD LIKE AN EDUCATIONAL VISIT FROM THE MUNICIPAL UTILITIES PERSONNEL, REGARDING RESIDENTIAL STORMWATER INITIATIVES, IF PERSONNEL ARE AVAILABLE. THE PREFERRED TIME WOULD BE \_\_\_\_\_



[ [Home](#) ] [ [General Query](#) ] [ [Legal Query](#) ] [ [HomeOwner Query](#) ] [ [Book/Page Query](#) ] [ [Commercial Query](#) ] [ [Res Sales Query](#) ] [ [Comm Sales Query](#) ] [ [Help](#) ]

<b>District/Parcel</b>	<b>GeoParcel</b>	<b>Map</b>	<b>Nbhd</b>	<b>Jurisdiction</b>	<b>Status</b>
231/00221-331-013	8023-25-456-011	0710	BN01/A1	BONDURANT	<a href="#">ACTIVE</a>
<b>School District</b>	<b>Tax Increment Finance District</b>	<b>Bond/Fire/Sewer/Cemetery</b>			
4/Bondurant Farrar					
<b>Street Address</b>			<b>City State Zipcode</b>		
404 3RD ST NW			BONDURANT IA 50035-1339		



Approximate date of photo 08/28/2012

<b>Mailing Address</b>
MICHELLE FINE 404 3RD ST NW BONDURANT, IA 50035-1339

<b>Legal Description</b>
LOT 13 MALLARD POINTE PLAT 2

<b>Ownership</b>	<b>Name</b>	<b>Recorded</b>	<b>Book/Page</b>	<b>RevStamps</b>
Title Holder #1	FINE, MICHELLE	2012-01-06	<a href="#">14116/295</a>	

<b>Assessment</b>	<b>Class</b>	<b>Kind</b>	<b>Land</b>	<b>Bldg</b>	<b>AgBd</b>	<b>Total</b>
Current	Residential	Full	35,200	141,500	0	176,700

[Market Adjusted Cost Report](#) [Estimate Taxes](#) [Polk County Treasurer Tax Information](#) [Pay Taxes](#)

**Urban Revitalization Application Filed for 2007**

**Resolution: #14-84**

**Agenda Item: #11**

**Date: June 02, 2014**

BE IT RESOLVED, by the City Council of the City of Bondurant, Polk County, Iowa:

That the parade route scheduled for June 16, 2014, at 6:00 p.m., for Summerfest, is hereby approved. (See Exhibit "A" attached)

Moved by \_\_\_\_\_ Second by \_\_\_\_\_ to adopt.

Council Action	Yeas	Nays	Abstain	Absent
Bogaards				
Enos				
Johnson				
Lohse				
Sullivan				
Motion carried				
_____ Keith Ryan, Mayor				

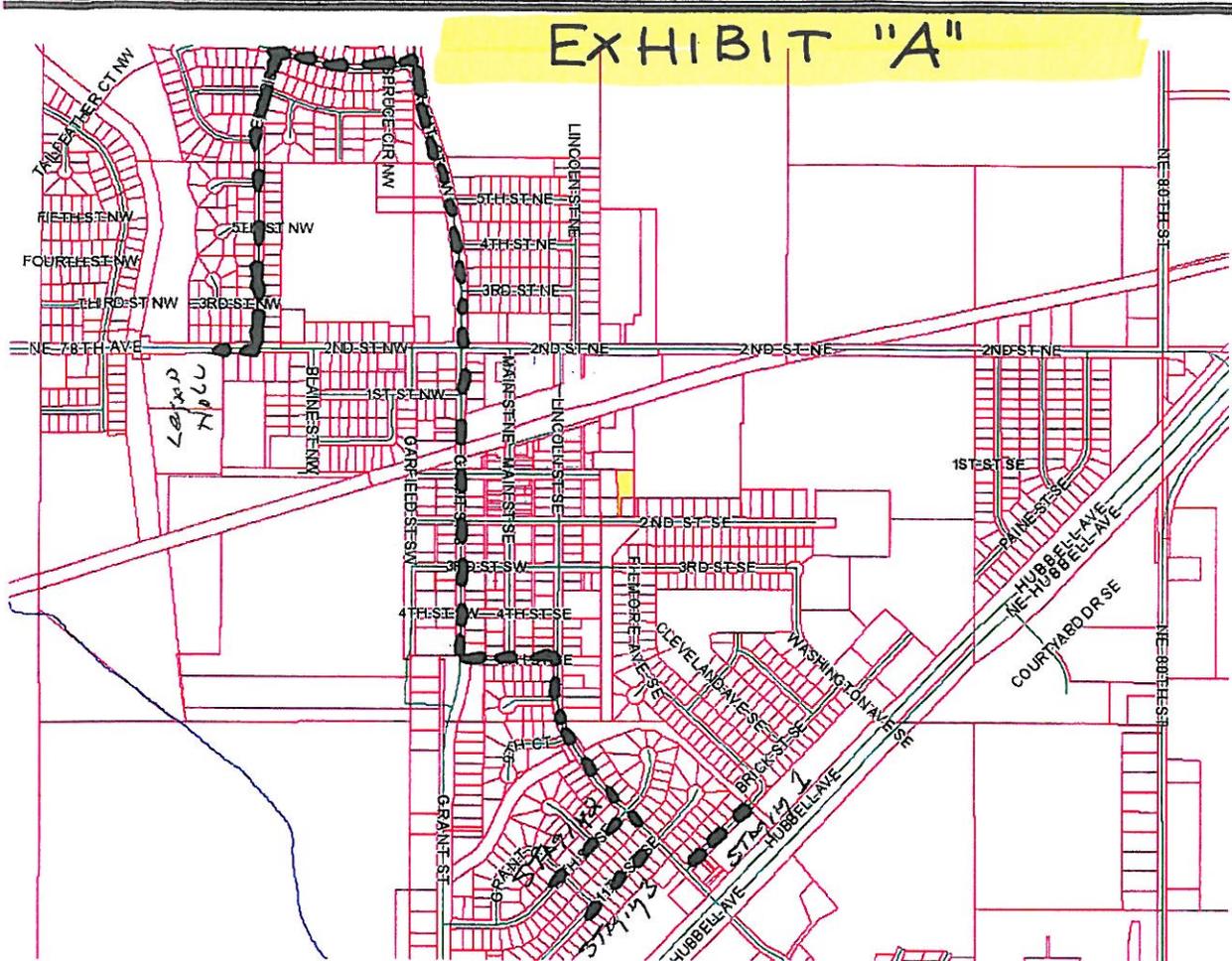
**CERTIFICATE**

I, Mark J. Arentsen, City Administrator of said City hereby certify that at a meeting of the City Council held on the above date, among other proceedings the above was adopted.

IN WITNESS WHEREOF, I have hereunto set my hand the day and year above written.

\_\_\_\_\_  
Mark J. Arentsen, City Administrator

# Summerfest Parade Route June 16th 6:00 PM



**This years Summerfest Parade is on Monday June 16<sup>th</sup>. The parade will start at 6:00 PM. Participants as asked to stage at their designated street at 5:30 PM.**

**ROUTE** – The parade will start at the corner of 11<sup>th</sup> St SE and Lincoln St. will proceed north on Lincoln St to 5<sup>th</sup> St SE, West to Grant St. S and continue north to Tailfeather Dr. NW then West to Deer Ridge Dr, South to 2<sup>nd</sup> St, Then West to Legion Hall where the parade will end.

**STAGING AREA 1** – All Fire Departments, EMS, American Legions, and Scouts will be staging on Brick Street North of Lincoln. **Please enter Brick Street VIA 3<sup>rd</sup> St SE to Fillmore St. to Brick St.**

**STAGING AREA 2** - All participants with cars, trucks, floats and walking groups. **10<sup>th</sup> Street SE Between Grant Ct. and Lincoln St.**

**STAGING AREA 3** – All Ball teams or Soccer teams. **11<sup>th</sup> Street SE South of Lincoln St.** To help reduce traffic, we are asking ball teams and soccer teams to meet somewhere other than the staging area and then come as a group.

**If you have any questions, please contact Mark Schultz (515-306-0696)**

## Michelle Wells

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**From:** Mark Arentsen [marentsen@cityofbondurant.com]  
**Sent:** Tuesday, May 27, 2014 10:35 AM  
**To:** kryan@cityofbondurant.com; 'Curt Sullivan'; 'Amy Bog awards'; ejohnson@wellsfargo.com; brian.k.lohse@gmail.com; Wes Enos  
**Cc:** mwells@cityofbondurant.com; 'Lori Dunham'; 'Shelby Hagan'; 'Misty Richardson-Kugler'; 'Pat Collision'; 'Ken Grove'; 'Boyce Bailey'; 'Dave Higgins'; 'Aaron and Jackie Kreuder'  
**Subject:** Summerfest Parade  
**Attachments:** SKMBT\_C35314052710260.pdf

I received the attached information today re: Summerfest Parade. The route is changed to include Grant St., Tailfeather Dr. and Deer Ridge Dr. north of 2nd St. It's my understanding that the parade is being operated by the First Family Church.

*Mark Arentsen*

City Administrator  
City of Bondurant, Pop. 3,860  
200 Second St., NE, PO Box 37  
Bondurant, IA 50035  
515-967-2418  
515-971-6855 (Cell)  
515-967-5732 (Fax)  
[marentsen@cityofbondurant.com](mailto:marentsen@cityofbondurant.com)  
[www.cityofbondurant.com](http://www.cityofbondurant.com)

Resolution: #14-85

Agenda Item: #13

Date: June 02, 2014

BE IT RESOLVED, by the City Council of the City of Bondurant, Polk County, Iowa:

That Veenstra & Kimm, Inc., is hereby designated as the Engineer for the Lincoln Street, Southeast / U.S. Highway 65 Pedestrian Underpass Project.

Moved by \_\_\_\_\_ Second by \_\_\_\_\_ to adopt.

Council Action	Yeas	Nays	Abstain	Absent
Bogaards				
Enos				
Johnson				
Lohse				
Sullivan				
Motion carried				
_____				
Keith Ryan, Mayor				

CERTIFICATE

I, Mark J. Arentsen, City Administrator of said City hereby certify that at a meeting of the City Council held on the above date, among other proceedings the above was adopted.

IN WITNESS WHEREOF, I have hereunto set my hand the day and year above written.

\_\_\_\_\_  
Mark J. Arentsen, City Administrator

**LINCOLN STREET UNDERPASS  
ENGINEERING PROPOSAL REVIEW**

**MAY 28, 2014**

<u>FIRM</u>	<u>STAFF QUAL.</u>	<u>STAFF/DOT EXP.</u>	<u>PROJ. EXP.</u>	<u>BOND. EXP.</u>	<u>TOTAL</u>
	25 POINTS	25 POINTS	25 POINTS	25 POINTS	
Snyder & Assoc.	15	20	20	15	70
Veenstra & Kim	20	20	15	25	80

# Lincoln Street/U.S. Highway 65 Pedestrian Underpass

## Statement of Qualifications



May 1, 2014

Mark Arentsen, City Administrator  
City of Bondurant  
P.O. Box 37  
Bondurant, Iowa 50035

### BONDURANT, IOWA LINCOLN STREET/U.S. HIGHWAY 65 PEDESTRIAN UNDERPASS STATEMENT OF QUALIFICATIONS

Veenstra & Kimm, Inc. is excited at another opportunity to provide the City of Bondurant with professional engineering services for the U.S. Highway 6 Pedestrian Underpass project. Over the past 15 months as City Engineer, we have had the opportunity to provide a wide range of services to the City and hope that we can display our talents on this project as well.

Our team includes our assigned City Engineer and assistant City Engineer for the City of Bondurant as well as experienced designers and construction staff. Bob Veenstra Jr. will be assigned as principal-in-charge and Greg Roth as project manager. Roth has a longstanding relationship with the Iowa DOT and District 1 staff which will assist in obtaining clearances and permits that will be required for the project.

Veenstra & Kimm, Inc. assisted the City in securing the grant funding that has been awarded on this project to date and understands the project and desires of the community.

We will work very closely with community leaders and local bicycling enthusiasts to ensure details meet the needs of the project.

We hope the City finds our submittal and experience enough to further your confidence in Veenstra & Kimm, Inc. with your selection of our firm for this assignment. Please do not hesitate contacting us for additional information if needed.

This Statement of Qualifications is submitted by:

***Veenstra & Kimm, Inc.***  
3000 Westown Parkway  
West Des Moines, Iowa 50266

Greg Roth, P.E., Project Manager  
515-225-8000 Office  
515-669-0720 Cell  
groth@v-k.net

We anticipate all work for the Lincoln Street/U.S. Highway 65 Pedestrian Underpass project will be undertaken from our West Des Moines office.

VEENSTRA & KIMM, INC.

A handwritten signature in blue ink that reads 'Greg J. Roth'. The signature is fluid and cursive, with the first letters of each word being capitalized and prominent.

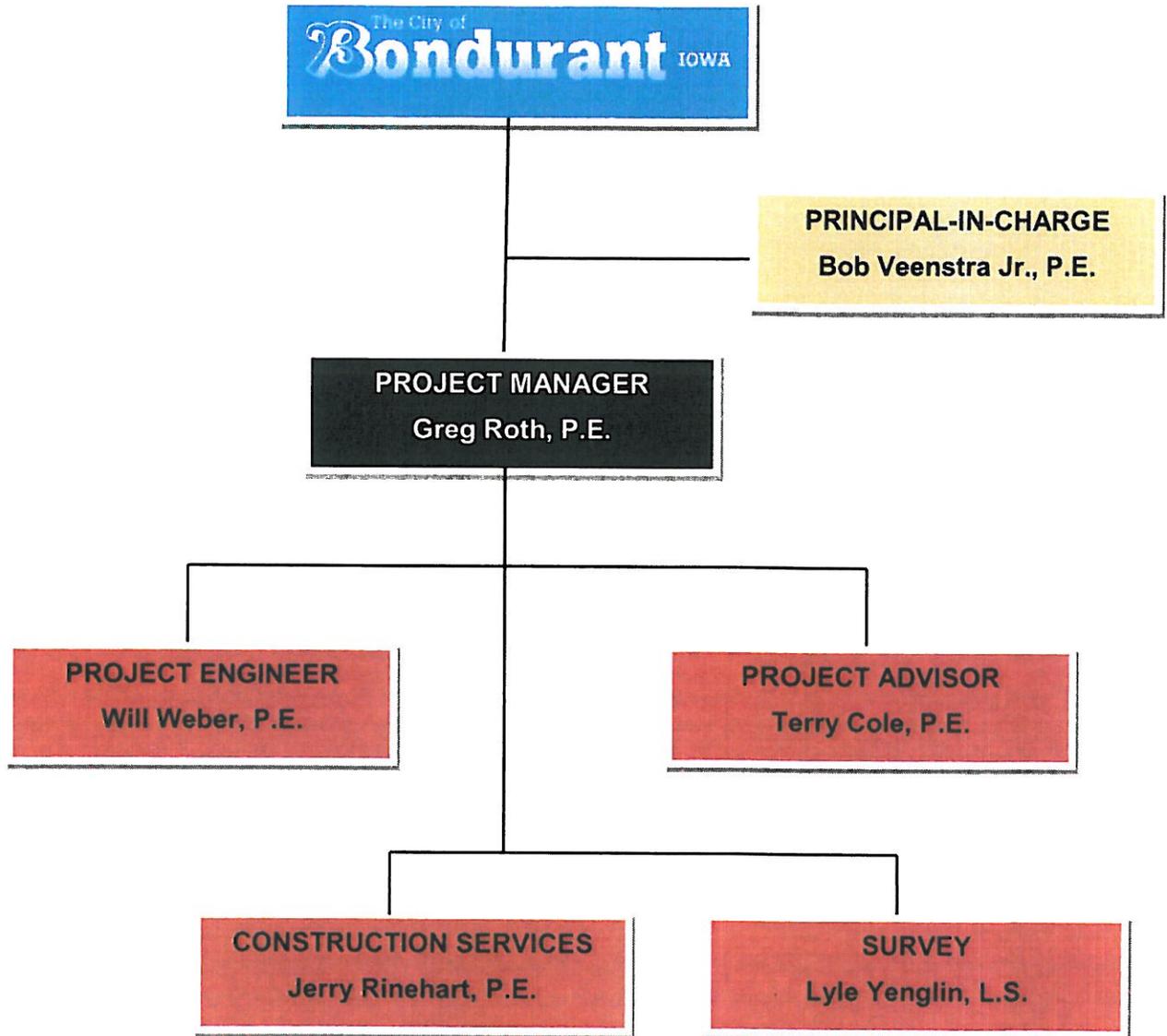
Greg J. Roth, P.E.  
Project Manager

# Lincoln Street/U.S. Highway 65 Pedestrian Underpass

*Statement of Qualifications*



## PROJECT TEAM



Our project team is made up of staff members from our firm and Calhoun-Burns and Associates, Inc. Calhoun-Burns is a wholly owned subsidiary of Veenstra & Kimm, Inc. and work hand-in-hand on projects all across Iowa. Calhoun-Burns provides bridge inspection services to the City of Bondurant.

### **GREG ROTH, P.E. – PROJECT MANAGER**

No. Years Experience: 30

No. Years w/Firm: 11

Education: Bachelor of Science, Civil Engineering – 1984, Iowa State University, Ames, Iowa

Registration: Professional Engineer - Iowa

Office Location: West Des Moines

# Lincoln Street/U.S. Highway 65 Pedestrian Underpass



## Statement of Qualifications

Greg Roth joined Veenstra & Kimm, Inc. in 2003. Roth's background experience primarily focuses in development and transportation engineering including planning, design and project management involving public input and participation efforts. Roth is currently serving as Assistant City Engineer for Bondurant. Roth will be responsible for regular communications between Veenstra & Kimm, Inc. and the City of Bondurant.

Roth brings the experience of integrating traditional design with roadway enhancements, special lighting and landscape design while making use of a public input process to build consensus and information dissemination. In addition to his transportation experience, Roth brings experience in project development and design as well as construction in related engineering and construction staging and sequencing of projects.

Roth has led numerous projects of all sizes for varying jurisdictions, from private entities, to municipalities to the FHWA. He has experience in staging projects to be advantageous for contracting authorities, property owners, the traveling public and contractors. Roth is actively involved in project development including meeting the environmental and clearance requirements required under NEPA.

### **BOB VEENSTRA JR., P.E. – PRINCIPAL IN CHARGE**

No. Years Experience: 37

No. Years w/Firm: 37

Education: Bachelor of Science in Civil Engineering – 1971, Iowa State University, Ames, Iowa

Master of Science in Sanitary Engineering – 1973, Iowa State University, Ames, Iowa

Doctor of Jurisprudence – 1975, Drake University, Des Moines, Iowa

Registration: Professional Engineer – Iowa, Nebraska, Illinois, Missouri, Kansas, South Dakota

Office Location: West Des Moines

The principal in charge of Veenstra & Kimm, Inc.'s team will be Bob Veenstra Jr., P.E. Veenstra will serve as the project principal throughout the development of the project. Veenstra's responsibility will also include overseeing the work by the project team and being responsible for quality control and coordination with the City throughout the project. Veenstra currently serves as the City Engineer for the City of Bondurant.

Veenstra joined Veenstra & Kimm, Inc. in 1976 and has served as President of the firm since 1990. Over his career, Veenstra has worked extensively with municipalities and utilities on issues of planning, design and construction of varied infrastructure for water and wastewater systems.

### **WILL WEBER, P.E. – PROJECT ENGINEER**

No. Years Experience: 17

No. Years w/Firm: 12

Education: Bachelor of Science, Civil Engineering – 1997, Iowa State University, Ames, Iowa

Registration: Professional Engineer – Iowa

Office Location: West Des Moines

Will Weber will oversee the project team and will be responsible for the design and development of the plans and specifications. The project engineer's role is to translate the design concepts into the detailed design and preparation of the construction documents. Weber's primary responsibility will be to lead the day to day development of plan drawings including determination of existing utility locations and alignment and right-of-way requirements. Throughout the design effort Weber will work closely with other members of the project team, including project manager Roth.

Weber will be responsible for coordinating the development of the preliminary base drawings for the project improvements. The preliminary base drawings are developed from the topographic survey data collected by survey crews. This data is electronically transmitted and process to allow for the preparation of the base drawings used during the design phase of the project. The construction drawings will be developed in a fully electronic format consistent with our integrated design approach.



# Lincoln Street/U.S. Highway 65 Pedestrian Underpass

## Statement of Qualifications



### PROJECT EXPERIENCE

#### *Jordan Creek Trail – West Des Moines, Iowa*



Veenstra & Kimm, Inc. has been involved in the design of four segments of multi-purpose recreational trails for the City of West Des Moines. Veenstra & Kimm, Inc. provided design services for four reaches of trail located along Jordan Creek. The total length of trail designed by Veenstra & Kimm, Inc. is approximately 2 miles.

The trails are generally 10 feet wide and are constructed with 2 inches of asphaltic cement concrete pavement over 6 inches of granular base. These trails were funded in part by grants from the Iowa Department of Natural Resources.

The Jordan Valley trail system for the City of West Des Moines involves construction in all types of urban

and undeveloped areas. The trails designed by Veenstra & Kimm, Inc. have included pedestrian foot bridges, culverts, retaining walls, and miscellaneous associated work. The projects have been designed both as stand-alone trail projects and as companion projects with other improvements. In particular, some of the trail projects have been designed as companion projects to sanitary sewer projects constructed along Jordan Creek.

#### *Highway 6 Underpass – Grinnell, Iowa*

Veenstra & Kimm, Inc. is designing a bicycle and pedestrian underpass on Grinnell's west side of town. This trail will connect an existing trail system in the City's northern and northwestern part of town to the areas south of U.S. Highway 6.

The highway is a major barrier to pedestrian and bicycle traffic for recreation, commuting and travel to the high school by means other than motor vehicle. This stretch of highway is on the border between City and County and speeds are higher than posted. Staging is being coordinated through and approved by the Iowa DOT since this is a U.S. highway.

Precast versus cast-in-place construction options are being explored. Other options being explored are regrading costs and impacts versus guard rail installation.

This project is being funded in part by and let through the Iowa Department of Transportation. The project development process requiring all their steps and approvals is being followed. Construction will start this fall and finish next spring.

#### *Greenbelt Recreational Trail Underpass – Clive, Iowa*

This project consisted of the design and plan preparation for a recreational trail under Alice's Road. The structure is a single 12' x 9' x 56' precast reinforced concrete box (RCB) culvert with parallel wingwalls on each end. The plans included backfill details, lighting within the RCB culvert, vinyl coated chain link fencing surrounding each wingwall, and a HMA wearing surface. The plans were part of a larger recreational trail improvement project designed by the City of Clive engineering department. Construction was completed in 2009.

City of Bondurant, Iowa



# Lincoln Street/U.S. Highway 65 Pedestrian Underpass



## Statement of Qualifications

### *NW 2<sup>nd</sup> Street Bridge – Bondurant, Iowa*

Calhoun-Burns and Associates, Inc. have been providing specialized bridge inspection and design services to the City of Bondurant for nearly two decades. CB&A began inspecting the City's bridges in 1995 and has continued to provide these and related services, such as load rating calculations and scour analysis, every year since then.



CB&A designed the bridge replacement project for the NW 2<sup>nd</sup> Street bridge over a local drainage channel. The existing 20' x 28' concrete slab bridge with high timber abutments was replaced with a twin 8' x 6' reinforced concrete box culvert. In addition to stream hydraulic analysis and culvert design, the project also included relocation of an 8-inch diameter water main and pavement replacement. CB&A also provided comprehensive observation and administrative services during construction of the project. Veenstra & Kimm, Inc. provided preliminary survey and acquisition plats for the project.

### *Underpass Studies - Waukee, Iowa*

Veenstra & Kimm, Inc. provided the City of Waukee with conceptual location, layout and cost estimations for two separate pedestrian and bicycle underpasses along Hickman Road (U.S. Highway 6).

These locations were different in nature from one another since one was adjacent to a major drainage way and one was not. Also, grade differential is a concern at one location which may require adjusting profile grades along the highway. In the study, we also discussed staging and traffic for both locations.

Both overpasses and underpasses were explored as options. Initial conversations with the Iowa Department of Transportation took place and included timing, funding, construction techniques and traffic control.

The following is a listing of projects our team has designed and provided services to a variety of communities that involve many of the same aspects your projects include. Many of these projects include coordination and permitting through different railroad companies, permitting through the Iowa DOT or extensive utility coordination with franchise providers within each community.

The projects in **blue** denote our current projects that have been successfully completed and let through the Iowa DOT development process involving NEPA clearance, concept statement preparation, construction documents preparation and Project Development Certification (PDC).

Grinnell CBD Improvements Phase 4 in Grinnell, Iowa (1) (2) (3)

\*New York Avenue and Elm Street Railroad Crossing Safety Improvements in Creston, Iowa (1) (2) (3)

\*Lewis Blvd. Phase 1 in Sergeant Bluff, Iowa (1) (2) (3)

Historic Millwork District in Dubuque, Iowa (1) (2) (3)

Southbridge Drive in Sioux City, Iowa (1) (2)

8th Avenue Utility Replacement in Sergeant Bluff, Iowa (1) (3)

\*Warrior Lane in Sergeant Bluff, Iowa (2) (3)

\*Hickman Road Widening in Windsor Heights/Des Moines, Iowa (1) (3)

\*Grinnell CBD Phases 1 and 3 in Grinnell, Iowa (1) (3)

Grinnell CBD Phase 2 in Grinnell, Iowa (2) (3)

\*Beaver Avenue Improvements in Des Moines, Iowa (1) (3)

\*73rd Street Improvements/ICAAP in Windsor Heights, Iowa (1) (3)

City of Bondurant, Iowa

# Lincoln Street/U.S. Highway 65 Pedestrian Underpass



## Statement of Qualifications

Grinnell College 8th Avenue Reconstruction in Grinnell, Iowa (2) (3)

1st Avenue Construction in Glidden, Iowa (2) (3)

\*GART Pedestrian Underpass of US Highway 6 in Grinnell, Iowa (1)

\*Lake View Black Hawk Lake Trail Phase 2 in Lake View, Iowa (3)

(1) Iowa DOT Permitting

(2) RR Permitting/Coordination

(3) Utility Coordination

\* Project Letting through the Iowa DOT Development Process

### PROJECT UNDERSTANDING

Veenstra & Kimm, Inc. has assisted the City of Bondurant in securing the funds awarded to date for the project and continues involvement in the pursuit for additional funding. We understand that several details will need to be resolved during the design phase of this project. These challenges include details for grading, right-of-way and easement, local and highway drainage, staging, lighting and security accommodations.

Grading for and the dimensions of the underpass will drive the need for retaining walls to reduce the need for right-of-way and impacts on adjacent development. Profile changes to the highway itself will not be considered as sight distance at the intersection is critical. These walls will likely be required along the highway and along the walks leading into and out of the underpass itself.

The DOT has strict requirements for recoverable foreslopes and clear distances from the travelled way. These requirements will also contribute to the need for retaining walls.

Another issue that will require DOT involvement is the staging and traffic control during construction. Roth has already started these discussions with the District 1 staff and understands that detouring is not an acceptable option and under-traffic methods will be used. This will include merging two lanes of traffic into one and creating head-to-head traffic on one set of lanes while half of the underpass is constructed. The reverse will occur when the other half is constructed. This will allow for U.S. Highway 65 traffic to stay on the highway and not use local City or County systems.

Drainage will need to accommodate both local and highway storm water runoff. The highway drainage north of the site will need to be collected in basins and conveyed under the structure and outlet further south along its natural course. Likewise, local drainage will need to be collected. The retaining walls will also create drainage challenges and have subsurface systems.

Lighting and security is always a consideration for underpasses, especially when the length will accommodate a four-lane divided highway. The lighting will include both entry and tunnel lighting to increase user comfort and confidence. Security cameras have been discussed as a potential inclusion at this site for enhanced security. Costs and technology options for this inclusion will need to be explored and sources sought after.

Easements and right-of-way needs will need to be defined early to allow for discussions and negotiations to occur and state procedures to be followed. Impacts to existing uses will be paramount to our thought processes and attempts and options to minimize these will be explored thoroughly.

# Lincoln Street/U.S. Highway 65 Pedestrian Underpass



## Statement of Qualifications

### KNOWLEDGE AND DEALINGS WITH CITY OF BONDURANT

Veenstra & Kimm, Inc. has not only been involved in the funding applications and concept development of this project, we have been serving as the City's appointed engineer since January of 2013. Contact and communication between City staff and Veenstra & Kimm, Inc. has been weekly if not daily at times.

Some of the assignments have included site plan and subdivision reviews, funding applications, state agency contact and coordination, traffic and transportation issue studies, storm water management and studies, hydrology and hydraulic studies, water main and distribution issues and design, sanitary sewer issues resolution, sanitary sewer design, and zoning and ordinance consultations.

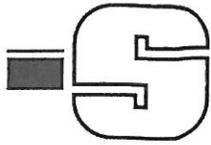
We have assisted in project development and estimations when requested in pursuit of grants or other funding opportunities. Veenstra & Kimm, Inc. also attends nearly every Council meeting in case issues arise that require our opinion or research to assist in the decision making process. Other assignments include utility extensions planning and funding, traffic sign inventory and compliance assistance, as well as updating citywide mapping in GIS and creation of files for posting to the City's website.

Bob Veenstra Jr. serves as the firm's primary contact and is the firm's representative on the majority of our assignments. Veenstra will remain involved in this project and serve as principal-in-charge.

Greg Roth serves as the firm's secondary contact and is the assistant City Engineer for Bondurant. Roth prepared the funding applications for the project and will serve as the project manager for the U.S. Highway 65 underpass if selected. Roth has been in contact with the DOT regarding this project and is serving in the same capacity for our current U.S. Highway 6 underpass in Grinnell.

### FIRM'S ABILITY TO MEET PROJECT SCHEDULE

	<b>Years Experience</b>	<b>% Available</b>	<b>Recent Projects</b>
Greg Roth, P.E.	30	30%	Knoxville CBD, Phase 2 Grinnell CBD, Phase 4 Grinnell U.S. Highway 6 Underpass Windsor Heights Paving Program, Phase 1
Bob Veenstra Jr., P.E.	37	15%	Bondurant Mud Creek Flood Study Urbandale Sanitary Sewer District NW Walnut Creek Trunk Sewer Extension Liberty, Missouri Technical Engineer Design Build Ankeny West Outfall Relief Sewer
Will Weber, P.E.	17	40%	Ames Streets Reconstruction Grinnell U.S. Highway 6 Underpass Grinnell 8 <sup>th</sup> Avenue Inlay Design and Construction



May 1, 2014

Mark Arentsen  
Bondurant City Administrator  
P.O. Box 37  
Bondurant, IA 50035

RE: Lincoln Street/U.S. Highway 65 Pedestrian Underpass  
Statement of Qualifications

Dear Mark,

Thank you for meeting with Gabe Nelson and I regarding your Request for Qualifications for the proposed pedestrian tunnel under U.S. Highway 65. We are very interested in your project.

Snyder & Associates, Inc. is heavily involved in pedestrian and bicycle improvement projects. Our focus is the improvement of the quality of life of the communities we work in. Making them pedestrian and bicycle friendly while reducing barriers to such modes of travel has a profound impact on how the residents live and feel about their community.

### **Project Understanding**

The project concept is sound. A grade separation for pedestrians across U.S. Highway 63 is sorely needed to provide a safe crossing from the residences east of the highway to the schools, retail and other City services west of the Highway. As Bondurant grows, it is important to not have Highway 65 as a barrier.

The site for the envisioned tunnel is very challenging. Existing development in the northwest, southwest and southeast quadrants of the intersection limit the available space for the undercrossing. The northeast quadrant is not fully developed, but it would be best if the project did not encumber that quadrant too heavily. There is a storm water detention area nearby.

It would appear that the northeast and southwest quadrants would be most appropriate for a tunnel to emerge. However, there are significant drainage challenges since the tunnel will need to be deep with respect to the existing surface, since there is not a significant amount of embankment elevation on the existing highway.

We have constructed tunnels that require pumping of stormwater before, such as under 1<sup>st</sup> Street in Altoona. However, this location appears to have longitudinal stormwater flow

in the highway ditches. It is typically not economical to pump stormwater from a large area of runoff. As such, the tunnel may need to be below the flowline of the highway ditches to limit the area of rainfall that will need to be pumped. This will increase the length and depth of the tunnel. An additional concern is the soil conditions in proximity to the filling station. Contamination is a possibility. Dealing with contaminated soil is possible, but it adds cost to the project.

We recommend that early in the project, the feasibility and potential cost of the crossing be analyzed to determine if costs for the underpass will be so high, that a pedestrian bridge would be more economical. A bridge would also give opportunity for aesthetic treatment that creates a sense of place to the intersection as being a part of Bondurant.

### Similar Project Experience

Snyder & Associates, Inc. is highly qualified to undertake this assignment. We have completed numerous pedestrian tunnels, and are currently working on two more – one under Highway 13 in Marion, and one using a chamber of a triple box culvert under Interstate 80 at Mud Creek in Altoona.

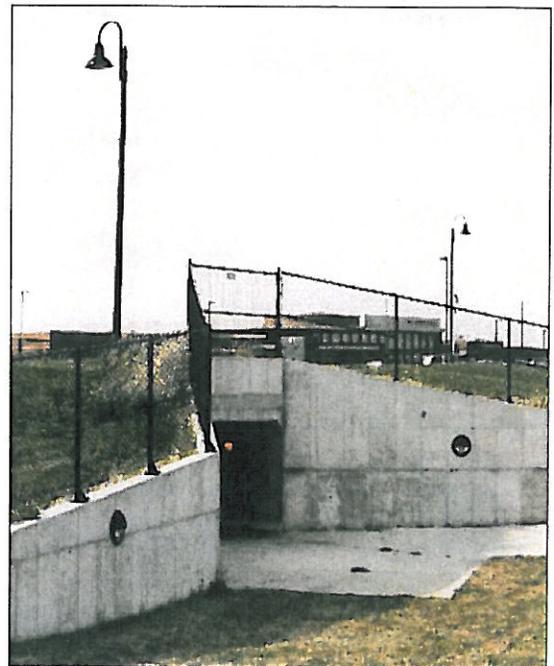
### Examples of Our Work



Altoona Rammed Steel Casing Pipe



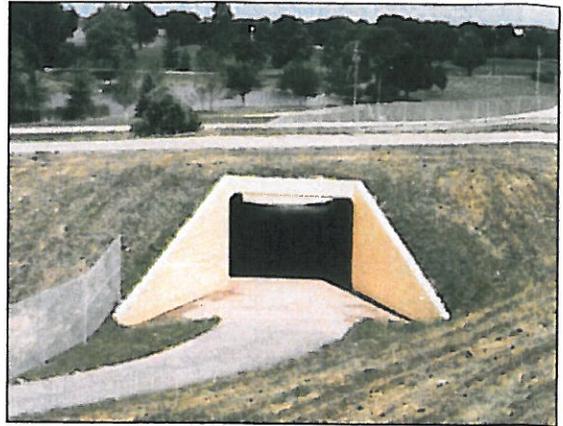
Living History Farms Under I-35/80



Altoona 1<sup>st</sup> Avenue



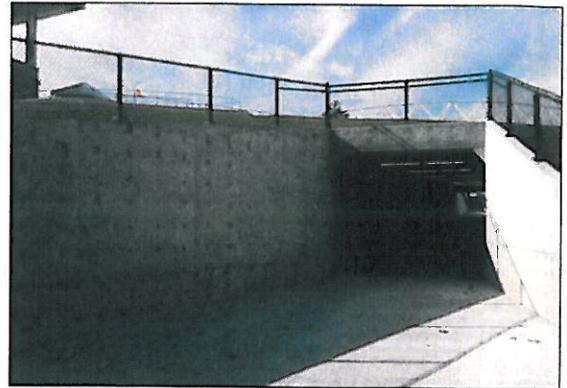
I-35/80 and Douglas Ave Interchange  
Ramp B, Urbandale



Ramp C, Urbandale



E.P. True Parkway, West Des Moines



ISU Jack Trice Stadium, Ames



Indianola Avenue, Des Moines

Should a pedestrian bridge be desired, Snyder & Associates, Inc. and our subsidiary, Shuck-Britson, Inc. have completed over 100 pedestrian bridges. We have also completed over 200 miles of paved trails. All projects included Federal Aid funding and documentation requirements. We have several projects at any given time proceeding through the Iowa DOT Office of Systems Planning processes toward Iowa DOT bid lettings.

### **Team**

Snyder & Associates, Inc. will complete all work locally in our Ankeny and Des Moines offices (Shuck-Britson, Inc.) I will serve as project manager, Gabe Nelson will be in charge of the design. Other staff will be assigned as necessary in supporting roles. Should aesthetic treatments be desired, we will involve Don Marner and Diane Goering, both are landscape architects with ongoing work with the City of Bondurant and the school district.

### **Schedule**

The schedule provided in the request for qualifications seems reasonable, even if a feasibility analysis is desired in the early stages. As noted, the final plans and letting timing will be dependent on acquisition of funding. Snyder & Associates, Inc. is ready and available to assist with funding applications, and has a strong track record of successful grant acquisitions.

We thank you for this opportunity and look forward to your favorable review of our qualifications. If you have any questions or require any additional information, please do not hesitate to contact me.

SNYDER & ASSOCIATES, INC.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Richard M. Voelker', is written over a faint, larger version of the same signature.

Richard M. Voelker, P.E.  
Transportation Group Director

**LINCOLN STREET UNDERPASS**

**ENGINEERING RFQ FIRMS**

**MARCH 24, 2014**

Veenstra & Kim

Snyder & Associates

Shive - Hattery

Howard R. Green

Bishop Engineering

# City OF Bondurant

200 Second Street, Northeast  
Post Office Box 37  
Bondurant, Iowa 50035-0037

Phone: (515) 967-2418  
FAX: (515) 967-5732

E-mail: [info@cityofbondurant.com](mailto:info@cityofbondurant.com)

Website: [www.cityofbondurant.com](http://www.cityofbondurant.com)

**Mayor:**

Keith Ryan

**City Administrator:**

Mark Arentsen

**Council Member:**

Amy Bogaards

Wes Enos

Eric Johnson

Brian Lohse

Curt Sullivan

**City Attorney:**

David E. Brick

**City Engineer:**

Bob Veenstra Jr.

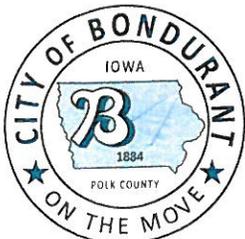
## CITY OF BONDURANT REQUEST FOR QUALIFICATIONS LINCOLN ST./U.S. HWY 65 PEDESTRIAN UNDERPASS APRIL 1, 2014

The City of Bondurant is soliciting pre-qualified engineering consulting firms to submit a Statement of Qualifications for engineering related services on the above referenced project. Please reply if your firm is not going to submit a statement of qualifications.

Anticipated work items include design services, potential assistance with ROW acquisition, assistance with identifying and applying for additional funding, project bidding and contract award, construction services and project closeout services. All work products must comply with Iowa DOT regulations and requirements.

Services include but are not limited to:

- Review existing documents
- Obtain environmental clearance (expected categorical exclusion)
- Subsurface investigations as needed
- Survey
- Iowa DOT coordination
- Structural design
- Storm water management
- Walk and trail connections at the underpass
- Underpass lighting
- Preliminary plan submittal
- Check Plan development ready for submittal
- Staff and public meetings
- Exhibits for use at public meetings and fund raising
- Preparation of bid documents and assistance with reviewing bids
- Recommending the lower responsive, responsible bidder
- Responsibility for any post bid, preconstruction services including a preconstruction meeting
- Construction engineering to include any DOT required construction progress reporting requirements



- Review and approval of contractor pay requests
- Assistance and recommendation for any change order requests
- Responsibility for all post construction close out activities
- Responsibility for and assistance with any other engineering related services not specifically listed in this RFQ

The project is partially funded through State Safe Routes To School (SRTS) funding and has been awarded a FY 2017 MPO SRTS grant. Additional funding requests will be made in future years. The successful firm will be expected to provide services that comply with federal, state and local regulations.

The expected timetable associated with this request is as follows

- |  |                 |
|--|-----------------|
| • Qualifications submittal             | May 1, 2014     |
| • Consultant selection                 | May 23, 2014    |
| • Contract negotiations completed      | June 1, 2014    |
| • Submittal to DOT for pre-audit       | June 1, 2014    |
| • City Council approval and start work | June 16, 2014   |
| • Preliminary Plans                    | January 1, 2015 |
| • Check Plans                          | March 1, 2015   |

The final work product under this contract will be an Iowa DOT level check plan set ready for submittal.

The consultant will be expected to obtain and maintain general liability and professional liability insurance. Submittal of a certificate of insurance will be required.

No minimum goal for the use of Disadvantaged Business Enterprises has been established for this portion of the project. The City encourages the use of DBE firms and will establish a goal later for the remainder of the project.

The City anticipates that payment for services will be by the fixed overhead rate method as identified in IDOT IM 3.305 – Attachment C.

Evaluation factors to be used during the selection process include but are not limited to the following:

1. Key staff assigned to the project (25 percent)
2. Experience of key staff on Iowa DOT funded projects (25 percent)
3. Familiarity with the project (25 percent)
4. Familiarity with the City of Bondurant (25 percent)

Statements of qualifications should include the following information and not exceed 8 total face pages including the transmittal letter.

1. Name and address of the firm
2. Name and address of the project manager
3. Location of the office where the majority of the work will be completed.
4. A listing of team members expected to work on the project.
5. A listing of projects of similar nature
6. A listing of subconsultants
7. A description of the firm's understanding and knowledge of the project.
8. A description of the firm's knowledge and dealings with the City of Bondurant.
9. Firm's ability to meet the project schedule

No pre- proposal conference will be held.

Interested firms are to submit their Statement to the City of Bondurant, Attention Mark Arentsen, City Administrator. Each firm is to submit 3 copies of the Statement of Qualifications no later than 4:00 p.m. May 1, 2014. Submittals can be mailed to the City of Bondurant, P.O. Box 37, Bondurant, IA 50035, e-mailed to [marentsen@cityofbondurant.com](mailto:marentsen@cityofbondurant.com), faxed to 515-967-5732, or delivered to the City Hall at 200 2<sup>nd</sup> St. NE., Bondurant, IA. All questions and inquiries should be directed to Mark Arentsen, City Administrator [marentsen@cityofbondurant.com](mailto:marentsen@cityofbondurant.com), 515-967-2418.

Attachment: Project vicinity map



PROJECT SITE

NEW  
MULTI-FAMILY DWELLING  
CONSTRUCTION

ADAMS STREET

LINCOLN STREET

NE 70th AVENUE

BONDURANT, IOWA  
SAFE ROUTES TO SCHOOL



C:\DGN\BondurantSafeRoutes\Project\Title.dgn

**Resolution: #14-86**

**Agenda Item: #14**

**Date: June 02, 2014**

BE IT RESOLVED, by the City Council of the City of Bondurant, Polk County, Iowa:

That the Agreement between the City of Bondurant and Veenstra & Kimm, Inc., pertaining to the Gay Lea Wilson East Trail Trailhead to Brick Street for Engineering Services, is hereby approved.

Moved by \_\_\_\_\_ Second by \_\_\_\_\_ to adopt.

Council Action	Yeas	Nays	Abstain	Absent
Bogaards				
Enos				
Johnson				
Lohse				
Sullivan				
Motion carried				
_____ Keith Ryan, Mayor				

**CERTIFICATE**

I, Mark J. Arentsen, City Administrator of said City hereby certify that at a meeting of the City Council held on the above date, among other proceedings the above was adopted.

IN WITNESS WHEREOF, I have hereunto set my hand the day and year above written.

\_\_\_\_\_  
Mark J. Arentsen, City Administrator

## AGREEMENT

### BONDURANT, IOWA GAY LEA WILSON EAST TRAIL TRAILHEAD TO BRICK STREET ENGINEERING SERVICES

**THIS AGREEMENT**, made and entered into this \_\_\_ day of May, 2014, by and between the **CITY OF BONDURANT, IOWA**, hereinafter referred to as the **Owner**, or **City**, party of the first part, and **VEENSTRA & KIMM, INC.**, a corporation organized and existing under the laws of the State of Iowa, party of the second part, hereinafter referred to as the **Engineers**,

**WITNESSETH: THAT WHEREAS**, the City is now contemplating improvements to the City's trail system, and whereas the City desires to complete the survey, design, easement procurement and construction services for the improvements to the **Gay Lea Wilson East Trail Trailhead to Brick Street**, with said improvement being referred to as the **Project**, and

**WHEREAS**, the City desires to retain the Engineers to perform survey, design, easement procurement assistance and construction services on the Project.

**NOW, THEREFORE**, it is hereby agreed by and between the parties hereto that the City does hereby retain the Engineers to act for and represent it in engineering matters on the Project. Such Agreement shall be subject to the following terms, conditions and stipulations, to wit:

- 1. SCOPE OF PROJECT.** It is understood and agreed upon the Project will include the survey, design of, easement procurement for and construction services for the Project. The Project will include grading, drainage for, paving preparation and construction of a trail extending from the existing City of Bondurant trailhead to Brick Street. The Engineer will work with the City and property owners to define the alignment, details of construction, permanent traffic control, geometric configuration (both horizontal and vertical), phasing and staging requirements, and limits of construction. The services under this Agreement include construction documents and cost estimates, scheduling, construction inspection, review of change orders and pay estimates, interpretation of plans, shop drawings review and attend meetings as necessary to maintain the contract schedule and budget.
- 2. SUBCONSULTANTS.** The Engineer shall coordinate the services of qualified professionals in the areas of geotechnical investigation for design and material testing during construction. These subconsultants and their fees have **not** been included in the services as defined by this Agreement nor in the fees as defined in Section 8. These services shall be contracted directly with the City but coordinated by the Engineer.
- 3. PERMITS AND LICENSES.** The Engineers shall provide copies of plans and specifications, explanatory letters of transmittal, completion of required application forms and other information necessary to obtain permits, licenses or other documentation required for securing permits, licenses or permissions necessary from governmental agencies or the Department of Transportation for construction.

The City shall pay for all licenses and other special studies, services and or costs associated with permits and licenses and said costs shall not be charged against the Engineer's maximum fee set forth hereinafter.

4. **ESTIMATES OF COST.** The Engineers shall prepare an Engineers' Estimate of Cost for the improvements to be constructed under the Project. The Engineers' Estimate of Cost is intended for the use by the City in financing the Project. The Engineer shall not be responsible if the contract(s) awarded for construction of the Project vary from the Engineers' Estimate of Cost.
5. **EASEMENT ACQUISITION.** The Engineers shall assist the City in the acquisition of easements and other property interests by providing the easement acquisition and negotiation services. The services under this phase of the Agreement include preparation of the easement acquisition documents, transmittal of the offers to acquire to property owners, negotiation with the property owners, and preparation of final documents for closing. Services include the acquiring of title certificates for properties on which permanent property interests are acquired. The services include reasonable efforts to clear potential clouds on the title that would affect the City's acquired property interests.

Services for property acquisition shall be in accordance with all state and federal requirements related to general property acquisition and any funding program requirements.

Easement acquisition services do not include services during any condemnation proceeding.

Services do not include the cost for any formal appraisal of the property interest. If it is determined an appraisal of the property interest is required the City shall retain the services of an appraiser to complete the required appraisal.

The City shall be responsible for recording fees and other direct costs related to the easement acquisition other than the costs of the title certificates.

6. **COMPENSATION.** The City shall compensate the Engineers for services under this Agreement as follows:
  - a. The fee for services for design and preparation of easement documents (Phase 1) for the Project shall be on the basis of the Engineers standard hourly fees plus reimbursement of direct out of pocket costs, with a maximum not to exceed fee of Thirty Thousand Dollars (\$30,000).
  - b. If required, the fee for easement acquisition services for the Project shall be set forth in a subsequent amendment to agreement defining the scope and maximum fee for easement acquisition services.
  - c. The fee for services during construction shall be set forth in a subsequent Amendment to Agreement defining the scope and maximum fee for services during construction.

7. **METHOD OF PAYMENT.** The Engineers shall submit monthly invoices for the actual cost for Project services completed to the end of the invoice period. The monthly invoices of the Engineers shall show the total fee due, the amounts billed to date and the balance of the amount of the contract.

Invoices shall be due and payable upon receipt and should be paid by the City within thirty (30) days of the date of receipt of an approvable invoice.

8. **TIME OF COMPLETION.** It is the City's intent to have the Design services substantially completed by August 31, 2014. The date for final completion of the design shall be as mutually agreed based on the funding of the Project.

The time of completion for Easement Acquisition (Phase 2) services shall be determined by mutual agreement at the time Notice to Proceed is issued for such services.

9. **LEGAL SERVICES.** The Owner shall provide the services of the City's Attorney in matters pertaining to this Project. The Engineers shall cooperate with the Attorney and shall comply with his requirements as to form of contract documents and procedures relative to them.

10. **SERVICES NOT INCLUDED.** Services not included under this Agreement are as follows:

- a. Services related to or regarding arbitration or litigation of the construction contract between the construction contractor and the Owner regarding any part of the Project.
- b. Services related to underground utility replacements, repairs or extensions (storm sewer, water main and sanitary sewers and services)
- c. Land purchases are not included in this Project cost, in or out of the Project area.
- d. Services relating to the televising of underground utilities and/or their services to property owner or other means as to assess the conditions of the City's utilities in the Project area. Veenstra & Kimm, Inc will review the tapes to assist in determining the most appropriate solution.
- e. Materials testing for approval and use.
- f. Grant writing or compliance requirements if funding is secured beyond local requirements and funding.
- g. Environmental clearance to satisfy NEPA requirements beyond a standard categorical exclusion.

11. **CHANGES.** If after approvals of the plan or portions thereof by the Owner, the Engineers are required to change the plan or said portions because of changes made by the Owner or an agency requesting changes following City reviews, the Engineers shall receive additional compensation for making such changes. The compensation for such changes shall be based upon the standard hourly fees plus expenses for personnel of the Engineers actually engaged in making the changes.
12. **EXTRA WORK.** Fees stated in this Agreement cover the specific services outlined in this Agreement for the Project. If the Owner requires additional services of the Engineers in connection with the Project, or changes or modifications in the Project, the Engineers shall receive additional compensation for said services. Such additional compensation shall be at the standard hourly fees plus expenses for personnel engaged in the authorized extra work.
13. **INDEMNIFICATION.** The Engineers shall and hereby agree to hold and save the Owner harmless from any and all claims, settlements, and judgments, to include all reasonable investigative fees, attorneys' fees, suit and court costs for personal injury, property damage, and/or death arising out of the Engineers' or any of its agents', servants', and employees' errors, omissions or negligent acts for services under this Agreement, and for all injury and/or death to any and all of the Engineers' personnel, agents, servants, and employees occurring under the Workers' Compensation Act of the State of Iowa.
14. **INSURANCE.** The Engineers shall furnish the Owner with certificates of insurance by insurance companies licensed to do business in the State of Iowa, upon which the Owner is endorsed as an additional named insured, in the following limits. It must be clearly disclosed on the face of the certificates that the coverage is on an occurrence basis:

General Liability*	\$1,000,000/2,000,000
Automobile Liability	1,000,000
Excess Liability (Umbrella)*	5,000,000/5,000,000
Workers' Compensation, Statutory Benefits Coverage B	Statutory
Professional Liability**, ***	1,000,000/2,000,000

\*Occurrence/Aggregate

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

\*\*\*Claims made basis

15. **TERMINATION.** Should the Owner abandon the Project before the Engineers have completed their work, the Engineers shall be paid proportionately for the work and services performed until the date of termination.
16. **ASSISTANTS AND CONSULTANTS.** It is understood and agreed that the employment of the Engineers by the Owner for the purposes aforesaid shall be exclusive, but the Engineers shall have the right to employ such assistants and consultants, as they deem proper in the performance of the work.

17. **ASSIGNMENT.** This Agreement and each and every portion thereof shall be binding upon the successors and assigns of the parties hereto.

The undersigned do hereby covenant and state that this Agreement is executed in duplicate as though each were an original, and that there are no oral agreements that have not been reduced to writing in this instrument.

It is further covenanted and stated that there are no other considerations or monies contingent upon or resulting from the execution of this Agreement, nor have any of the above been implied by or for any party to this Agreement.

**IN WITNESS WHEREOF**, the parties hereto have subscribed their names on the date first written above.

**CITY OF BONDURANT, IOWA**

**ATTEST:**

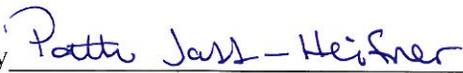
By \_\_\_\_\_  
Mayor

By \_\_\_\_\_

**VEENSTRA & KIMM, INC.**

**ATTEST:**

By   
H. R. Veenstra Jr., P.E., President

By 



**Resolution: #14-87**

**Agenda Item: #15**

**Date: June 02, 2014**

BE IT RESOLVED, by the City Council of the City of Bondurant, Polk County, Iowa:

That the renewal application for an Iowa Retail Cigarette / Tobacco Permit for Git-N-Go, 3207 Henry Street, Southwest, Bondurant, Iowa, is hereby approved.

Moved by \_\_\_\_\_ Second by \_\_\_\_\_ to adopt.

Council Action	Yeas	Nays	Abstain	Absent
Bogaards				
Enos				
Johnson				
Lohse				
Sullivan				
Motion carried				
_____				
Keith Ryan, Mayor				

**CERTIFICATE**

I, Mark J. Arentsen, City Administrator of said City hereby certify that at a meeting of the City Council held on the above date, among other proceedings the above was adopted.

IN WITNESS WHEREOF, I have hereunto set my hand the day and year above written.

\_\_\_\_\_  
Mark J. Arentsen, City Administrator

# APPLICATION FOR IOWA RETAIL CIGARETTE / TOBACCO PERMIT

For period July 1, 2014 through June 30, 2015

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: Git-N-go Convenience Store #41  
Location Address (Must Have): 3207 Henry St SW, Bondurant, IA 50035  
Mailing Address: 2716 Indianola Ave City: Des Moines State/Zip: IA 50315  
Type of Sales:  Vending Machine  Over-the-counter Telephone Number (515) 967-5217  
Type of Retail Establishment:  
 bar  convenience store - with gas  convenience store - no gas  drug store  gas station  
 grocery  hotel/motel  liquor store  restaurant  tobacco store  
 other \_\_\_\_\_

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: Git N Go Convenience Stores, Inc  
(Name of Individual, Partnership, Corporation, LLC, or LLP)

Mailing Address: 2716 Indianola Avenue

City: Des Moines State: Iowa Zip: 50315 Ph. Number: (515) 288-8565

Fax Number: (515) 288-0331 E-mail Address: NA

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): Dennis Flora Name (please print): \_\_\_\_\_  
Signature: Dennis Flora, Pres. Signature: \_\_\_\_\_  
Date: 5/20/14 Date: \_\_\_\_\_

### FOR OFFICE USE ONLY

Amount Paid: \$75.00  
Date Issued: \_\_\_\_\_  New  
Permit #: BUS2014-  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 \_\_\_\_\_

**Resolution: #14-88**

**Agenda Item: #16**

**Date: June 02, 2014**

BE IT RESOLVED, by the City Council of the City of Bondurant, Polk County, Iowa:

That the renewal application for an Iowa Retail Cigarette / Tobacco Permit for Casey's General Store, 302 2nd Street, Northeast, Bondurant, Iowa, is hereby approved.

Moved by \_\_\_\_\_ Second by \_\_\_\_\_ to adopt.

Council Action	Yeas	Nays	Abstain	Absent
Bogaards				
Enos				
Johnson				
Lohse				
Sullivan				
Motion carried				
_____ Keith Ryan, Mayor				

**CERTIFICATE**

I, Mark J. Arentsen, City Administrator of said City hereby certify that at a meeting of the City Council held on the above date, among other proceedings the above was adopted.

IN WITNESS WHEREOF, I have hereunto set my hand the day and year above written.

\_\_\_\_\_  
Mark J. Arentsen, City Administrator

APPLICATION FOR IOWA RETAIL CIGARETTE/TOBACCO PERMIT

For period July 1, 2014 through June 30, 2015

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: CASEY'S MARKETING CO. / DBA CASEY'S GENERAL STORE #1373

Location Address (Must Have) 302 2ND ST NE

Mailing Address: PO BOX 246 City: BONDURANT State/Zip: IA 50035

Type of Sales: [ ] Vending Machine [x] Over-the-Counter Telephone Number 5159678002

Type of Retail Establishment: [ ] bar [x] convenience store -- with gas [ ] convenience store - no gas [ ] drug store [ ] gas station [ ] grocery [ ] hotel/motel [ ] liquor store [ ] restaurant [ ] tobacco store [ ] other

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 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 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 [x] Corporation [ ] LLC [ ] LLP

Legal Owner: CASEY'S MARKETING COMPANY (Name of Individual, Partnership, Corporation, LLC, or LLP)

Mailing Address: P.O. BOX 3001

City: ANKENY State: IA Zip: 50021-8045 Ph. Number: (515) 965-6572

Fax Number: (515) 965-6205 E-mail Address: penny.patrick@caseys.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): Julia L. Jackowski, Secretary Name (please print):

Signature: [Handwritten Signature] Signature:

Date 05-07-14 Date

FOR OFFICE USE ONLY
Amount Paid \$ 75.00
Date Issued [ ] New
Permit # [x] 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

**Resolution: #14-89**

**Agenda Item: #17**

**Date: June 02, 2014**

BE IT RESOLVED, by the City Council of the City of Bondurant, Polk County, Iowa:

That the renewal application for an Iowa Retail Cigarette / Tobacco Permit for Casey's General Store, 1455 Grant Street, South, Bondurant, Iowa, is hereby approved.

Moved by \_\_\_\_\_ Second by \_\_\_\_\_ to adopt.

Council Action	Yeas	Nays	Abstain	Absent
Bogaards				
Enos				
Johnson				
Lohse				
Sullivan				
Motion carried				
_____				
Keith Ryan, Mayor				

**CERTIFICATE**

I, Mark J. Arentsen, City Administrator of said City hereby certify that at a meeting of the City Council held on the above date, among other proceedings the above was adopted.

IN WITNESS WHEREOF, I have hereunto set my hand the day and year above written.

\_\_\_\_\_  
Mark J. Arentsen, City Administrator

APPLICATION FOR IOWA RETAIL CIGARETTE/TOBACCO PERMIT

For period July 1, 2014 through June 30, 2015

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: CASEY'S MARKETING CO. / DBA CASEY'S GENERAL STORE #1861

Location Address (Must Have) 1455 GRANT ST S

Mailing Address: City: BONDURANT State/Zip: IA 50035

Type of Sales: [ ] Vending Machine [X] Over-the-Counter Telephone Number 5159578910

Type of Retail Establishment: [ ] bar [X] convenience store -- with gas [ ] convenience store - no gas [ ] drug store [ ] gas station [ ] grocery [ ] hotel/motel [ ] liquor store [ ] restaurant [ ] tobacco store [ ] other

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 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 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 [X] Corporation [ ] LLC [ ] LLP

Legal Owner: CASEY'S MARKETING COMPANY (Name of Individual, Partnership, Corporation, LLC, or LLP)

Mailing Address: P.O. BOX 3001

City: ANKENY State: IA Zip: 50021-8045 Ph. Number: (515) 965-6572

Fax Number: (515) 965-6205 E-mail Address: penny.patrick@caseys.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): Julia L. Jackowski, Secretary Name (please print):

Signature: [Handwritten Signature] Signature:

Date 05-07-14 Date

FOR OFFICE USE ONLY
Amount Paid \$ 75.00
Date Issued [ ] New
Permit # [X] 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

**Resolution: #14-90**

**Agenda Item: #18**

**Date: June 02, 2014**

BE IT RESOLVED, by the City Council of the City of Bondurant, Polk County, Iowa:

That the renewal application for a Class C Beer Permit (BC) and Sunday Sales for Casey's General Store #1861, 1455 Grant Street, South, Bondurant, Polk County, Iowa, is hereby approved pending an approved fire inspection.

Moved by \_\_\_\_\_ Second by \_\_\_\_\_ to adopt.

Council Action	Yeas	Nays	Abstain	Absent
Bogaards				
Enos				
Johnson				
Lohse				
Sullivan				
Motion carried				
_____				
Keith Ryan, Mayor				

**CERTIFICATE**

I, Mark J. Arentsen, City Administrator of said City hereby certify that at a meeting of the City Council held on the above date, among other proceedings the above was adopted.

IN WITNESS WHEREOF, I have hereunto set my hand the day and year above written.

\_\_\_\_\_  
Mark J. Arentsen, City Administrator

**Applicant**

Name of Applicant:	<u>Casey's Marketing Company</u>		
Name of Business (DBA):	<u>Casey's General Store #1861</u>		
Address of Premises:	<u>1455 Grant St S</u>		
City: <u>Bondurant</u>	County: <u>Polk</u>	Zip: <u>50035000</u>	
Business Phone:	<u>(515) 957-8173</u>		
Mailing Address:	<u>PO Box 3001</u>		
City: <u>Ankeny</u>	State: <u>IA</u>	Zip: <u>500218045</u>	

**Contact Person**

Name:	<u>Penny Patrick, Store Operations</u>		
Phone:	<u>(515) 965-6572</u>	Email Address:	<u>penny.patrick@caseys.com</u>

Classification: Class C Beer Permit (BC)

Term: 12 months

Effective Date: 07/22/2014

Expiration Date: 07/21/2015

Privileges:

Class C Beer Permit (BC)  
Sunday Sales

**Status of Business**

BusinessType:	<u>Privately Held Corporation</u>		
Corporate ID Number:	<u>184278</u>	Federal Employer ID #	<u>42-1435913</u>

**Ownership**

**Resolution: #14-91**

**Agenda Item: #19**

**Date: June 02, 2014**

BE IT RESOLVED, by the City Council of the City of Bondurant, Polk County, Iowa:

That certain street closures are hereby approved for Summerfest beginning on June 15, 2014, at 6:00 p.m., through 12:00 p.m., on June 18, 2014. (See Exhibit "A" attached)

Moved by \_\_\_\_\_ Second by \_\_\_\_\_ to adopt.

Council Action	Yeas	Nays	Abstain	Absent
Bogaards				
Enos				
Johnson				
Lohse				
Sullivan				
Motion carried				
_____				
Keith Ryan, Mayor				

**CERTIFICATE**

I, Mark J. Arentsen, City Administrator of said City hereby certify that at a meeting of the City Council held on the above date, among other proceedings the above was adopted.

IN WITNESS WHEREOF, I have hereunto set my hand the day and year above written.

\_\_\_\_\_  
Mark J. Arentsen, City Administrator

Summerfest 2014 June 16th to 17th Street Closure

June 15, 2014 Starting 6:00 PM - 12:00 PM - June 18, 2014

Exhibit "A"



Summerfest  
Street Closures  
2014

1. Main St SE at South Edge of Entrance (East Side) of Fire Station to South side of intersection at 2<sup>nd</sup> st SE
2. Railroad Street at Main St SE.
3. Parking Lot of Apartments at 12 Main Street SE.
4. 1<sup>st</sup> St SE from East side of Grant St S. to Alley West of Main St SE and East of Lincoln St SE on 1<sup>st</sup> St. SE.
5. 2<sup>nd</sup> St SE Alley (West of Main St SE) to East side of Intersection and 2<sup>nd</sup> St SE.

COMMERCIAL GENERAL LIABILITY DECLARATIONS

Policy Number: **ACP GLO 7154045435**

Named Insured: **BONDURANT MENS CLUB**

Address: **PO BOX 244  
BONDURANT IA 50035-0244**

Agent: **ASSET PROTECTION AGENCY I 14-21354-034**  
Address: **WEST DES MOINES IA 50266 PRODUCER: DOUG LEE WHITEHEAD**

Policy Period: From **05/28/14** to **05/28/15** 12:01 A.M. standard time at the address of the named insured as stated herein.

In return for the payment of the premium, and subject to all the terms of this policy, we agree with you to provide the insurance as stated in this policy.

**LIMITS OF INSURANCE**

<b>GENERAL AGGREGATE LIMIT (other than products-completed operations)</b>	<b>\$</b>	<b>2,000,000</b>
<b>PRODUCTS-COMPLETED OPERATIONS AGGREGATE LIMIT</b>	<b>\$</b>	<b>2,000,000</b>
<b>PERSONAL AND ADVERTISING INJURY LIMIT</b>	<b>\$</b>	<b>1,000,000</b>
<b>EACH OCCURRENCE LIMIT</b>	<b>\$</b>	<b>1,000,000</b>
<b>DAMAGE TO PREMISES RENTED TO YOU LIMIT (any one premises)</b>	<b>\$</b>	<b>100,000</b>
<b>MEDICAL EXPENSE LIMIT (any one person)</b>	<b>\$</b>	<b>5,000</b>

Retroactive Date (CG0002 only)

The Named Insured is: **NON-PROFIT ORG**  
Business of the Named Insured is: **NON-PROFIT ORGANIZATION**  
Audit Period:

ENDORSEMENTS ATTACHED TO THIS POLICY  
**SEE COMMERCIAL GENERAL LIABILITY FORMS AND ENDORSEMENTS SCHEDULE**

TOTAL ADVANCE PREMIUM \$ 425.00M

Replacement or  
Renewal Number **ACP GLO 7144045435**

Countersigned By   
Authorized Representative

GL-D (10-98)

## ORDINANCE NO. 14-206

### AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF BONDURANT, IOWA, BY AMENDING CHAPTER 165 – FLOODPLAIN REGULATIONS TO RESTRICT TEMPORARY FILLING WITHIN A FLOODPLAIN AREA

**WHEREAS**, the City has established floodplain regulations under Chapter 165 to regulate activities within designated floodplain areas to minimize flood losses and,

**WHEREAS**, to enhance the management of floodplain areas and to minimize flood losses the City Council finds the health and welfare of the community will be benefitted by the establishment of additional regulations prohibiting the placement of temporary fill material within a floodplain,

**THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BONDURANT, POLK COUNTY, IOWA AS FOLLOWS:**

**Section 1 Chapter 165 – Floodplain Regulations.** The Code of Ordinances is amended by the following additions to Chapter 165 – Floodplain Regulations:

1. Under 165.02 DEFINITIONS add the following:

31. “Temporary Filling” means the temporary placement of soil, rock, debris, vegetation or other material within a floodplain area that could result in an increase in the flood elevation at any location within a floodplain. Temporary filling under this Chapter means the placement of more than 5 cubic yards of material within a designated floodplain area.

2. Under 165.09 FLOODPLAIN (OVERLAY) DISTRICT STANDARDS add the following:

15. Temporary filling or the placement of temporary fill material within any floodplain area is prohibited unless the temporary fill material is removed within 72 hours after its original placement.

3. Under 165.15 VARIANCES add the following:

15. The Zoning Board of Adjustment shall not grant any variance that would allow temporary filling or the placement of temporary fill material within a floodplain area.

4. Following 165.20 FILLING PLAN add the following:

165.21 TEMPORARY FILLING PERMIT

1. The City Administrator may grant approval for temporary filling or the placement of temporary fill for a period up to 90 consecutive calendar days if the City Administrator determines the temporary filling meets one or more of the following conditions:

A. The placement of temporary fill is associated with an activity by the City or another governmental entity.

B. The placement of temporary fill occurs during a period of the year with minimal flood risk.

C. The location and placement of temporary fill creates minimal risks for increased flood elevation.

2. In the event the City Administrator denies a permit for temporary filling the property owner may file an appeal with the City Council. The City Council may approve, approve with modifications, or deny the application for a temporary filling permit. In no case may the City Council approve an application for temporary filling or the placement of temporary fill that would extend the duration of the placement of the temporary fill beyond the 90 day limit.

**Section 2 Repealer.** All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

**Section 3 Severability.** If any section, provision, sentence, clause, phrase or part of this ordinance shall be adjudicated 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 thereof not adjudged invalid or unconstitutional.

**Section 4 Effective Date.** This ordinance shall be in full force and effect following its passage, adoption and publication as required by law.

Passed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

BY: \_\_\_\_\_  
Keith Ryan, Mayor

**ATTEST:**

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Mark Arentsen, City Administrator / City Clerk

(SEAL)

First Consideration:      May 05, 2014  
Second Consideration:    May 19, 2014  
Final Consideration:

## Michelle Wells

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**From:** Dave Brick [Dave.Brick@brickgentrylaw.com]  
**Sent:** Sunday, May 18, 2014 3:01 PM  
**To:** Wells Michelle  
**Cc:** Arentsen Mark  
**Subject:** Bondurant, URBAN CHICKEN DRAFT AMENDED  
**Attachments:** Urban Chicken.Draft Chapter 55A.docx

Michelle,

I made a few changes and generally cleaned up the draft ordinance I sent you last Thursday. Upon further consideration, I think it is more appropriate to add the Urban Chicken Ordinance as 55A, rather than 56, as the "chicken" issue is generally very much related to Chapter 55, animal control. This ordinance also takes care of amending the definition of livestock so that our new urban chicken section is consistent with 55. I have also added a draft of a permit you can use. Let me know if you have any questions. Thanks.

David E. Brick  
Brick Gentry, P.C.  
6701 Westown Parkway, Suite 100  
West Des Moines, IA 50266  
Phone: 515-274-1450  
Fax: 515-274-1488

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## ORDINANCE NO. 14-207

### AN ORDINANCE AMENDING DEFINITIONS CONTAINED IN SECTION 55.01 AND ADDING A NEW SECTION OF THE ANIMAL CONTROL SECTION OF THE CODE OF ORDINANCES TO INCLUDE URBAN CHICKENS

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BONDURANT, IOWA:

**Section 1.** Chapter 55 of the Code of Ordinances is amended by inserting the following new Section:

#### **55.01 DEFINITIONS.**

4. "Livestock" means any animal. Regardless of size or domestication, belonging to the bovine, caprine, equine, or porcine species, ostriches, rheas, emus, farm deer, or poultry, except as may be permitted in Chapter 55A.

**Section 2.** The Code of Ordinances is further amended by inserting the following new Chapter 55A:

### CHAPTER 55A

### URBAN CHICKENS

55A.01 Definitions

55A.02 Permit Required

55A.03 Number and Types of Chickens Allowed

55A.04 Zoning Districts Allowed

55A.05 Non-Commercial Use Only

55A.06 Enclosures

55A.07 Odor and Noise Impacts

55A.08 Predators, Rodents, Insects and Parasites

55A.09 Feed and Water

55A.10 Waste Storage and Removal

55A.11 Chickens at Large

55A.12 Unlawful Acts

55A.13 Nuisances

**55A.01 DEFINITIONS.** The following terms are defined for use in this chapter.

1. "Chicken" means a member of the subspecies *Gallus gallus domesticus*, a domesticated fowl.
2. "Permittee" means an applicant who has been granted a permit to raise, harbor or keep chickens pursuant to this Chapter.
3. "Permitting Officer" means the City Administrator or designee.

4. "Permitted Tract of Land" means the tract of land as identified by the application upon which a permit is granted for keeping chickens pursuant to this Chapter.
5. "Single Family Dwelling" means any building that contains only one dwelling unit used and occupied for living purposes.
6. "Tract of land" means a property or a zoned lot that has one single family dwelling located on that property or zoned lot.
7. "Urban Chicken" means a chicken kept on a permitted tract of land pursuant to a permit issued under this Chapter.

**55A.02 PERMIT REQUIRED.** No person shall raise, harbor or keep chickens within the City of Bondurant without a valid permit obtained from the Permitting Officer under the provisions of this Chapter.

1. **Application.** In order to obtain a permit, an applicant must submit a completed application on forms provided by the Permitting Officer, either on-line or in paper form, and paying all fees required by this Chapter.
2. **Requirements.** The requirements to the receipt of a permit include:
  - A. All requirements of this Chapter are met;
  - B. All fees, as may be provided for from time to time by City Council resolution, for the permit are paid in full;
  - C. There are no nuisance conditions, or unresolved violations of nuisance ordinance, on the property;
  - D. All judgments in the City's favor and against the applicant have been paid in full;
  - E. The tract of land to be permitted shall contain only one Single Family Dwelling, which is occupied and used as such by the applicant/permittee;
  - F. The applicant has provided written notice to the residents of all immediately adjacent dwellings of the applicant's intent to obtain a permit.
3. **Issuance of Permit.** If the Permitting Officer concludes as a result of the information contained in the application that the requirements for a permit have been met, then the Officer shall issue the permit.
4. **Denial, suspension, revocation, non renewal.** The Permitting Officer may deny, suspend, revoke, or decline to renew any permit issued for any of the following grounds:
  - A. False statements on any application or other information or report required by this section to be given by the applicant;
  - B. Failure to pay any application, penalty, re-inspection or reinstatement fee required by this section or City Council resolution;

- C. Failure to correct deficiencies noted in notices of violation in the time specified in the notice;
- D. Failure to comply with the provisions of an approved mitigation/remediation plan by the Permitting Officer, or designee;
- E. Failure to comply with any provision of this Chapter.

5. **Notification.** A decision to revoke, suspend, deny or not renew a permit shall be in writing, delivered by ordinary mail or in person to the address indicated on the application. The notification shall specify reasons for the action.

6. **Effect of revocation, etc.** When an application for a permit is denied, or when a permit is revoked, the applicant may not re-apply for a new permit for a period of 1 year from the date of the denial or revocation.

7. **Appeals.** No permit may be denied, suspended, revoked, or not renewed without notice and an opportunity to be heard is given the applicant or holder of the permit. In any instance where the Permitting Officer has denied, revoked, suspended, or not renewed a permit, the applicant or holder of Urban Chicken may appeal the decision to the City Administrator, or designee other than the Permitting Officer within ten (10) business days of receipt by the applicant or holder of the permit of the notice of the decision. The applicant or holder of the permit will be given an opportunity for a hearing. The decision of the officer hearing the appeal, or any decision by the Permitting Officer which is not appealed in accordance to this Chapter shall be deemed final action.

**55A.03 NUMBER AND TYPE OF CHICKENS ALLOWED.**

- 1. The maximum number of chickens allowed is six (6) per tract of land regardless of how many dwelling units are on the tract.
- 2. Only female chickens (hens) are allowed.
- 3. Chickens must have wings appropriately clipped to prevent them from flying.
- 4. No ducks, geese, turkeys, peafowl, or male chickens, or any other poultry or fowl may be kept under the provisions of the Chapter of the Code

**55A.04 ZONING DISTRICTS ALLOWED.** Permits will be granted only for tracts of land located in residential districts as identified on the current Official Zoning Map on file with the City of Bondurant.

**55A.05 NON-COMMERCIAL USE ONLY.** A permit shall not allow the permittee to engage in chicken breeding or fertilizer production for commercial purposes.

**55A.06 ENCLOSURES.**

1. Chickens must be kept in an enclosure or fenced area at all times. Chickens shall be secured within a henhouse or chicken tractor during non-daylight hours.
2. Enclosures must be kept in a clean, dry, odor-free, neat and sanitary condition at all times.
3. Henhouses, chicken tractors and chicken pens must provide adequate ventilation and adequate sun and shade and must be impermeable to rodents, wild birds and predators, including dogs and cats.
4. Henhouses and chicken tractors.
  - A. Henhouses and chicken tractors shall be designed to provide safe and healthy living conditions for the chickens with a minimum of four (4) square feet and ten (10) square feet enclosed outside space per bird while minimizing adverse impacts to other residents in the neighborhood.
    - i. A henhouse or chicken tractor shall be enclosed on all sides and shall have a roof and doors. Access doors must be able to be shut and locked at night. Opening windows and vents must be covered with predator and bird proof wire of less than one (1) inch openings.
    - ii. The materials used in making a henhouse or chicken tractor shall be uniform for each element of the structure such that the walls are made of the same material, the roof has the same shingles or other covering, and any windows or openings are constructed using the same materials. The use of scrap, waste board, sheet metal, or similar materials is prohibited. Henhouses and chicken tractors shall be well maintained.
  - B. Henhouses, chicken tractors and chicken pens shall only be located in the rear yard required by Bondurant Municipal Code 177, unless the setback requirements cannot be met in which case they may be kept in other yard but within the required setbacks.
  - C. Henhouses, chicken tractors and chicken pens must be located at least ten (10) feet from the property line and at least twenty-five (25) feet from any adjacent residential dwelling, church, school or place of business.
5. Any enclosed chicken pen shall consist of sturdy wire fencing. The pen must be covered with wire, aviary netting, or solid roofing.

**55A.07 ODOR AND NOISE IMPACTS.**

1. Odors from chickens, chicken manure or other chicken related substances shall not be perceptible beyond the boundaries of the permitted tract of land.

2. Noise from chickens shall not be loud enough beyond the boundaries of the permitted tract of land at the property boundaries to disturb persons of reasonable sensitivity.

**55A.08 PREDATORS, RODENTS, INSECTS AND PARASITES.** The Permittee shall take necessary action to reduce the attraction of predators and rodents and the potential infestation of insects and parasites. Chickens found to be infested with insects and parasites that may result in unhealthy conditions to human habitation may be removed by a County Animal Control Officer or its designee.

**55A.09 FEED AND WATER.** Chickens shall be provided with access to feed and clean water at all times. The feed and water shall be unavailable to rodents, wild birds and predators.

**55A.10 WASTE STORAGE AND REMOVAL.** All stored manure shall be covered by a fully enclosed structure with a roof or lid over the entire structure. No more than three (3) cubic feet of manure shall be stored on the permitted tract of land. All manure cannot be used for composting or fertilizing. The henhouse, chicken tractor, chicken pen and surrounding area must be kept free from trash and accumulated droppings. Uneaten feed and dead chickens shall be removed in a timely manner and disposed of in a sanitary manner.

**55A.11 CHICKENS AT LARGE.**

1. The Permittee shall not allow the Permittee's chickens to roam off the permitted tract of land. No dog or cat or other domesticated animal which kills a chicken off the permitted tract of land will, for that reason alone, not be considered a dangerous or aggressive animal or the city's responsibility to enforce its animal control provisions.

2. The Permittee shall place and keep leg bands on all of his chickens showing the permit number.

**55A.12 UNLAWFUL ACTS.**

1. It shall be unlawful for any person to keep chickens in violation of any provision of this Chapter or any other provision of the Bondurant Municipal Code.

2. It shall be unlawful for any owner, renter or leaseholder of property to allow chickens to be kept on the property in violation of the provisions of this article.

3. No person shall keep chickens inside a single family dwelling unit, multi family dwelling unit(s) or rental unit.

4. No person shall slaughter any chickens within the city of Bondurant.

5. No person shall keep a rooster.

6. No person shall keep chickens on a vacant or uninhabited tract of land.

**55A.13 NUISANCES.** Any violation of the terms of this Chapter that constitutes a health hazard or that interferes with the use or enjoyment of neighboring property is a nuisance and may be abated under the general nuisance abatement provisions of Bondurant Municipal Code Chapter 50.

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

**Section 4. Severability.** If any section, provision, sentence, clause, phrase or part of this ordinance shall be adjudicated 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 thereof not adjudged invalid or unconstitutional.

**Section 5. Effective Date.** This Ordinance shall be in effect after its passage and publication as provided by law. Violations of this Ordinance shall be punished as provided in Chapter 1.14 of the Code of Ordinances.

Passed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Keith Ryan, Mayor

Attest:

\_\_\_\_\_  
Mark Arentsen, City Administrator

(SEAL)

First Consideration:

Second Consideration:

Final Consideration:

Urban Chicken Permit#: \_\_\_\_\_

(Please Print)

Permit Applicant: \_\_\_\_\_ Phone#: \_\_\_\_\_

Name

Address: \_\_\_\_\_

Street

City

State

Zip

Email Address: \_\_\_\_\_ Secondary #: \_\_\_\_\_

Is this a Single Family Dwelling and are you the property owner? YES \_\_\_/NO \_\_\_

1. Attached a drawing of proposed location, including all lot lines, distance from all lot lines, dimensions of proposed construction and any information required in determining location. Be specific and detailed.
2. Attach all completed approval forms from residents within 200 feet of the tract of land included in this application.
3. Submit this application along with \$25.00 annual fee.

Pursuant to Chapter 55A of the City of Bondurant Municipal Code, Section 55A.02 Permit Required – This application and supporting documents shall be submitted by the Permittee and approved by the City to raise, harbor or keep chickens (hens) within the city limits of Bondurant. By signing this application, the applicant attests to having read and understood the requirements of this ordinance and affirms that all submitted information is true and correct. It is further understood that a maximum of six (6) hens are allowed and shall only be placed on the applicant occupied permitted address. Hen houses must be at least 10 feet from the property line and 25 feet from any neighboring structure or occupancy. If approved, this permit is good for one (1) year from the date of issuance for an annual fee of \$25.00. This permit is intended for the applicant and is considered non-transferable. Adult hens shall be properly tagged by permittee as required. The applicant understands and agrees to not allow their hens to become a nuisance or burden on the community which violates this or other applicable city codes. Failure to comply with the provisions of this or related ordinances shall result in fees, fines, penalties and possible revocation in accordance to law. Checks or Monday Orders shall be made payable to: City of Bondurant.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
mm/dd/yyyy

**OFFICIAL USE ONLY**

APPLICATION RECEIVED: \_\_\_\_\_ IS THIS A RENEWAL? Y / N DATE APPROVED: \_\_\_\_\_  
mm/dd/yyyy mm/dd/yyyy

PROPERTY INSPECTED AND PASSED INSPECTION? Y / N FEE PAID? Y / N

APPROVING SIGNATURE: \_\_\_\_\_ Permit Expiration: \_\_\_\_\_

HEN TAG #'S Issued: \_\_\_\_\_; \_\_\_\_\_; \_\_\_\_\_  
 \_\_\_\_\_; \_\_\_\_\_; \_\_\_\_\_

# IOWA STYLE Home *cheep* home

Rules vary by municipality, but more and more Iowans are deciding to raise poultry in urban settings

By **Melanie Lageschulte** | [mlagesh@dmreg.com](mailto:mlagesh@dmreg.com)

**R**aising backyard chickens doesn't have to break the bank. The rising popularity of urban poultry has Iowans searching for the best ways to house their feathered friends. While constructed coops ranging from basic abodes to elaborate chateaus are available, some chicken owners are turning to online ideas and their own scrap piles for inspiration. Others, like Ted Scovel of Des Moines, are simply retrofitting structures already on their properties. He keeps his 20 chickens in a 12-by-18-foot garage outfitted with roosts.

"Housing for chickens can be as elaborate or simple as what you have available or can afford," said Scovel, who has raised poultry for roughly 40 years. "It depends on what kind of time you have."

Rules regarding urban chickens vary from city to city. Some municipalities have banned the birds; others have created chicken-specific regulations in response to residents' requests.

Most cities cap the number of chickens permitted, and roosters are usually not allowed. Some apply restrictions based on property size, require a coop to provide a mini-

mum square footage per bird or mandate the structure be a certain distance inside the property line.

Once those criteria are met, the only limits to coop design come from the owner's imagination or wallet.

Bill Callahan of Des Moines used scrap materials he found on Craigslist and inside his garage for the largest of his two coops. He estimates his out-of-pocket cost for the entire 5-by-9-foot structure was less than \$100.

Callahan was hesitant at first when one of his daughters

**See CHEEP, Page 6E**



Des Moines resident Bill Callahan cut circles in discarded steel panels to provide light and ventilation for the coop's outdoor run. A windstorm-wrecked trampoline provided the curved supports for the top. HOLLY MCQUEEN/THE REGISTER

door behind the roosts to make egg-gathering easy.

A big challenge was using all the recycled materials efficiently as possible, Callahan said. "It makes the design process more difficult," he said, but that's part of the fun.

The three birds in the recycled-material coop are about 2 years old and are laying a few eggs. They'll soon be off to the butcher, and four young chicks, now in a wood crate in the garage, will move in.

Callahan's second, smaller coop was purchased when three more birds were added and the factions didn't get along.

He now hopes to recycle the materials from the found-material coop as part of a larger shed for the family's flock.

Darren Fife of Windsor Heights combined his family's love of gardening with a home for their two chickens. A greenhouse makes up just over half of the 8-by-16-foot shed they built in the backyard, with the chicken coop and run on the other end.

"We just kind of figured it out as we went along," he said.

The building is insulated and features a rain-barrel system that collects water for the chickens as well as the family's gar-

den. The panels on the birds' side can be adjusted as needed for Iowa's weather swings. "We can completely seal it up and open it up."

The Fifes got their first two chickens four years ago when eggs were hatched at the children's school. They traded those birds to a farmer for two other chicks once the first duo's egg-laying diminished. The current chickens provide about a dozen eggs a week.

"We really like the idea of knowing where our food comes from," Fife said. "It doesn't get more local than your backyard."

## HOW TO GET STARTED

Wondering if raising chickens is right for you? The Internet is full of tips, articles and reader forums on the ins and outs of urban chickens. You'll need to consider city ordinances, space, care and feeding of the birds.

**THE RULES:** Check that your city allows chickens; most municipal codes are available online. If you are part of a homeowners' association, read the group's bylaws to be sure that chickens are permitted.

**REACH OUT:** Let neighbors know your plans. Roosters, which can be aggressive and are noisy, are rarely allowed in cities — so you can assure neighbors the birds should be quiet. Offering to share eggs can help.

**GET CHICKENS:** Local feed stores and farm supply shops often carry young chicks in the spring. Chicks can also be ordered through hatcheries and shipped to you; search online for companies. You may also find a local chicken owner with birds available.

**BABY BIRDS:** Young chicks need a brooder, which provides a source of heat. These and waterers can be purchased, or you can make your own. Food for hatchlings and adult chickens is available at stores that sell chicks. Play with the babies to socialize them with humans.

**TO THE COOP:** Once the chicks have their feathers, they are ready to move. Estimate about four square feet of floor space per chicken inside the coop and about 10 square feet per bird for the outside run. Be sure the coop and run are built to keep predators out.

— Source: [www.backyardchickens.com](http://www.backyardchickens.com)

## TIPS FOR YOUR COOP

» Chickens' needs are basic — fresh water and feed, shelter inside, a run outside and protection from predators.

When deciding on the size of the coop, a good rule is at least four square feet of floor space per bird, Scovel said, with the outdoor run as least as large but preferably bigger.

» Enough interior space helps prevent squabbles among the chickens and halts the spread of disease, he said. Plan the size of the coop to be roomy enough for when the birds aren't using their outdoor run in the winter. While the space can be insulated, Scovel said a heat lamp may be all that's needed when the snow flies.

» Scovel suggested the outdoor run be at least 3 feet high. It must have a covering, such as sturdy wire mesh, he said. Hawks have been spotted in his neighborhood, and he's not taking any chances.

» "Don't worry about the chickens getting out. Be more worried about the predators getting in," Scovel said, adding research is the key to successfully raising chickens in the city.

» "Study up and learn more about how to keep them in the wintertime. It doesn't have to be anything fancy. As long as they're dry and draft-free and they have good ventilation, they're fine."