

NOTICE OF A REGULAR MEETING BONDURANT CITY COUNCIL

March 17, 2014

Meeting 14-06

NOTICE IS HEREBY GIVEN that a Regular Meeting of the City Council will be held at 6:00 p.m., on Monday, March 17, 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 March 03, 2014
 - b) Receive and File - Parks & Recreation Board Meeting Minutes of February 06, 2014
 - c) Receive and File - Library Board of Trustees Meeting Minutes of February 06, 2014, and Library iPad Checkout Policy and User Agreement
 - d) Receive and File - Planning & Zoning Commission Meeting Minutes of February 27, 2014
 - e) Claims Report and February 2014 Financial Statements (e-mailed 03-05-14)
 - f) Tax Abatement Applications - Amanda Caffrey, 305 Mulberry Drive, Northwest; Susan and Jeff Voll, 504 3rd Street, Southeast, and Kelly Nunn, 1304 13th Street, Southeast, Bondurant, Polk County, Iowa
- 7) Polk County Sheriff's Report
- 8) Guests requesting to address the City Council
- 9) Joe Riding, District 30 - Update Legislative issues
- 10) Cristina Kuhn, Dorsey & Whitney LLP - Presentation of Valley View Village Conduit Financing request
- 11) **RESOLUTION NO. 14-40** - A Resolution of Appreciation to John Hodges for his dedicated service on the Parks and Recreation Board
- 12) **RESOLUTION NO. 14-41** - A Resolution of Appreciation to Nicole Bruce for her dedicated service on the Parks and Recreation Board
- 13) Lori Vermie, Parks and Recreation Board - Presentation of the Live Healthy Iowa 5K
- 14) Jon Peterson, Farmers National Company - Presentation of a Plat of Survey for Parcel "N" in the Northwest Quarter of the Northwest Quarter of Section 30, Township 80 North, Range 22 West of the 5th P.M., and Parcel "O" in the Northwest Quarter of the Northwest Quarter of Section 30, Township 80 North, Range 22 West of the 5th P.M., located north of 1000 Grant Street North and south of 86th Avenue, Northeast, east of Grant Street, North, Bondurant, Polk County, Iowa
RESOLUTION NO. 14-42 - A Resolution approving the Plat of Survey for Parcel "N" in the Northwest Quarter of the Northwest Quarter of Section 30, Township 80 North, Range 22 West of the 5th P.M., and Parcel "O" in the Northwest Quarter of the Northwest Quarter of Section 30, Township 80 North, Range 22 West of the 5th P.M., Bondurant, Polk County, Iowa

- 15) **RESOLUTION NO. 14-43** - A Resolution approving a Water Conservation Plan
- 16) **RESOLUTION NO. 14-44** - A Resolution approving an Agreement between the City of Bondurant and Veenstra & Kimm, Inc., for building inspection services
- 17) **RESOLUTION NO. 14-45** - A Resolution approving the appointments to the various boards, commissions and committees
- 18) Reports / Comments and appropriate action thereon:
 - a) Mayor
 - b) City Administrator
 - c) Council Members
- 19) Adjournment

BONDURANT CITY COUNCIL

REGULAR MEETING

March 03, 2014

Meeting No. 14-05

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 03rd day of March 2014, at 6:00 p.m.

Present: Mayor Keith Ryan
Council Member Amy Bogaards
Council Member Wes Enos
Council Member Brian Lohse
Council Member Curt Sullivan
City Attorney David Brick
City Engineer Bob Veenstra
City Administrator Mark Arentsen
Deputy City Clerk Michelle Wells

Absent: Council Member Eric Johnson

Notice of the meeting was posted at the Bondurant City Center, Casey's General Stores, Legacy Bank and the United States Post Office on February 28, 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 6:00 p.m.

Mayor Ryan led the pledge of allegiance.

Motion made by Council Member Bogaards, seconded by Council Member Sullivan, to approve the agenda as presented. Roll Call: Ayes: 4. Nays: 0. Motion carried.

Motion made by Council Member Lohse, seconded by Council Member Sullivan, to approve the Consent Items consisting of the City Council Meeting Minutes of February 18, 2014, Planning and Zoning Commission Minutes of January 09, 2014, the Claims Report and Tax Abatement Application for Brian and Michelle Wells, 101 2nd Street, Northwest, Bondurant, Polk County, Iowa. Roll Call: Ayes: 4. Nays: 0. Motion carried.

Polk County Sheriff's Department was not present.

Randall Halferty, 402 10th Street, Southeast, Bondurant, Iowa, asked that the City apply stricter enforcement for sidewalk snow removal.

Motion made by Council Member Bogaards, seconded by Council Member Enos, to approve Resolution No. 14-32, a Resolution of Appreciation to Todd Omundson for his contribution toward the purchase of 200 Lincoln Street, Southeast, Bondurant, Iowa, by donating his sales commission to the City in the amount of \$3,300. Roll Call: Ayes: 4. Nays: 0. Motion carried.

Motion made by Council Member Bogaards, seconded by Council Member Lohse, to approve Resolution No. 14-33, a Resolution of Appreciation to Brent Hagan for his support of various City activities. Roll Call: Ayes: 4. Nays: 0. Motion carried.

Motion made by Council Member Bogaards, seconded by Council Member Enos, to close the regular City Council meeting at 6:13 p.m., and open the Public Hearing for consideration of approving the City of Bondurant Municipal Budget for Fiscal Year 2014 / 2015. Roll Call: Ayes: 4. Nays: 0. Motion carried. No public comments were received during the Public Hearing. Motion made by Council Member Bogaards, seconded by Council Member Enos, to close the Public Hearing at 6:14 p.m., and open the regular City Council meeting. Roll Call: Ayes: 4. Nays: 0. Motion carried. Motion made by Council Member Bogaards, seconded by Council Member Sullivan, to approve Resolution No. 14-34, a Resolution approving the City of Bondurant Municipal Budget for Fiscal Year 2014 / 2015. Roll Call: Ayes: 4. Nays: 0. Motion carried.

Motion made by Council Member Bogaards, seconded by Council Member Enos, to approve Resolution No. 14-35, a Resolution approving a sick bank of 1200 hours for Pat Collison, effective immediately. Roll Call: Ayes: 4. Nays: 0. Motion carried.

Motion made by Council Member Bogaards, seconded by Council Member Enos, to approve Resolution No. 14-36, a Resolution setting a Public Hearing date for April 07, 2014, on proposed plans, specifications, form of contract and an estimate of cost for the U.S. Highway 65 and 32nd Street, Southwest, Intersection Improvements Project. Roll Call: Ayes: 4. Nays: 0. Motion carried.

Motion made by Council Member Lohse, seconded by Council Member Bogaards, to approve Resolution No. 14-37, a Resolution setting a Public Hearing date for April 07, 2014, on proposed plans, specifications, form of contract and an estimate of cost for the Chichaqua Valley Trail Project. Roll Call: Ayes: 4. Nays: 0. Motion carried.

Motion made by Council Member Bogaards, seconded by Council Member Sullivan, to approve Resolution No. 14-38, a Resolution approving an Agreement for Assignment and Sale of Purchased Capacity and Supplemental Agreement between the City of Bondurant, the City of Pleasant Hill and the Board of Water Works Trustees of the City of Des Moines, Iowa ("DMWW"). Roll Call: Ayes: 4. Nays: 0. Motion carried.

Motion made by Council Member Bogaards, seconded by Council Member Enos, to approve Resolution No. 14-39, a Resolution approving an Agreement between the City of Bondurant and Veenstra & Kimm, Inc., for sign inventory and retroreflectivity study and analysis. Roll Call: Ayes: 4. Nays: 0. Motion carried.

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

- Street sign can be removed from his previous residence.

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

- Will proceed with 32nd Street, Southwest, live valve installation project.
- Trail Project and Traffic Signal Project bids are due March 18.
- Public Works building addition update.
- Park Board scheduled to meet with Wisteria Heights, Lincoln Estates and Renaud Ridge residents this week to discuss playground equipment.
- Public meeting on March 20, to discuss 2013 and 2014 parks projects.
- City Park and Lake Petocka shelter update.
- Planning & Zoning meeting on February 27, discussed zoning ordinance revisions.
- Promoting utility bill e-mailing.

The following item(s) were discussed as part of Council Member's and City Attorney Brick's comments:

- Council Member Lohse - Plan to present BDI update at the April 07, Council meeting and is unable to attend the March 17, Council meeting.
- Council Member Enos - Will be attending the March 17, Council meeting.
- Council Member Sullivan - Asked the status of the proposed Lincoln Street, Southeast, underground tunnel and questioned the parkland dedication site for Pleasant Grove Development.
- Council Member Bogaards - Unable to attend the March 17, Council meeting; Lincoln Street, Southeast, worsening and WRA erosion issue on Grant Street, South.
- City Attorney Brick - No comment.

Motion made by Council Member Bogaards, seconded by Council Member Enos, to adjourn said meeting at 6:50 p.m. Roll Call: Ayes: 4. Nays: 0. Motion carried.

Michelle Wells, Deputy City Clerk

ATTEST:

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 March 03, 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.

Keith Ryan, Mayor

Meeting No. 14-2

CITY OF BONDURANT
PARKS AND RECREATION BOARD
MINUTES

February 6, 2014

A Regular meeting of the City of Bondurant Parks and Recreation Board was held at City Hall, 200 2nd Street, Northeast, Polk County, Iowa on February 6, 2014, at 6:00 p.m.

Present: Board Chair Jeff Cook
Board Member Lori Vermie
Board Member Joe Van Horn
Board Member Amie Johnson
Board Member Eric Johnson
Recreation Coordinator Shelby Hagan
Administrative Assistant Misty Richardson-Kugler

Absent: Board Vice Chair John Hodges

Notice of the meeting was posted at the Bondurant City Center, Casey's General Stores, Legacy Bank and the Bondurant Post Office on January 30, 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. Board Chair Cook called the Board meeting to order at 6:00 p.m. Motion made by Board Member Van Horn, seconded by Board Member Vermie, to approve the agenda, tabling items 9 and 10 for consideration at the February 20 meeting. Roll call: Ayes 4. Nays: 0 Motion carried.

Motion made by Board Chair Cook, seconded by Board Member Van Horn, to approve the BRSC Committee Minutes from January 21, 2013. Roll call: Ayes: 4. Nays: 0. Motion carried.

Board Member A. Johnson arrived at 6:45 p.m.

Chris Meleshko, National Playground Compliance Group, 205 Garfield St. Carlisle, IA 50047, presented samples of park kits all within compliance with Iowa Safe Surfacing Initiative. All plans to fit in a 2000 sq. ft. area. Examples shown focused on age group 5-12. Price range was \$28,000 to \$38,400 plus 20% for installation. Board Chair Cook questioned vendor on preparation for meeting on February 20, Chris would need more focus, and concept drawings would be two dimensional.

Barry Dodd, All Inclusive Rec, presented playground kits by Little Tikes, including Fibar surfacing. All Inclusive, Rec offers deep red and tropical yellow with an extra layer to reduce fading. Warranty on moving parts is 3-5 years; warranty on nets is 8-10 years. A catalog with shelters and restrooms was also provided in the packet.

Chris Roberts, Boland Recreation, 2347 Oak Park Rd. Marshalltown, IA 50158, presented parks by Miracle Recreation with 11 gauge steel, mira therm coating, gator grip texturing, and patent clamp with 100 yr. warranty. Kid's Choice would be with 5" post, a wide range of activities and free standing pieces

which offers more options for play. Boland Recreation could be ready in two weeks to present to residents if chosen. Price for delivery and install is \$37,900.

Rick Ertz, Outdoor Recreation Products, 1055 N. 205th St. Elkhorn, NE 68022, presented parks by Landscape Structures, Inc. ranging from \$34,553.00 to \$38,476.00. Age group was focused on 5-12 year olds.

Motion made by Board Member E. Johnson, seconded by Board Member Vermie, to approve Boland Recreation as the preferred playground equipment vendor. Roll call: Ayes: 5. Nays: 0. Motion carried.

Board Chair Cook will contact Chris Roberts from Boland. He asked City employees to contact residents of neighborhood parks by mail, no later than Tuesday. Recreation Coordinator Hagan suggested postcards and networking sites.

Board Chair Cook adjourned the meeting at 8:55 p.m.
The next meeting will be held on Thursday, February 20, 2014, at 6:00 p.m.

Misty Richardson-Kugler
Administrative Assistant

ATTEST:

Jeff Cook
Board Chair

Minutes of the Bondurant Community Library Board Meeting
Thursday, February 6, 2014

MEMBERS PRESENT: Craig Kinrade, Pat Kaura, Michell Klinker-Feld, Mary Thomas, Josh Bryant

Call to order at 7:00 PM

Guests Present: Susan Ugulini, Wally Peltz and Kirk Enright from ThinkLite USA

ThinkLite USA representatives presented recommendations for replacing the lighting in the Library. Current bid without installation fees is \$12,972.52, which would be reduced by energy-saving rebates from Mid American Energy. It was agreed to have them submit their proposal to Mid American to determine the amount of rebate we would be entitled to. They will also contact an electrician to give us a bid for installation and replacement of our emergency lighting system. Once we receive all needed information, we will determine our course of action.

Minutes of the January 2, 2014 meeting were reviewed. Motion by Kinrade second by Thomas to approve the minutes. Motion carried.

- 1.) FINANCIAL REPORT: The financial report was reviewed. Director pointed out current electrical costs for the year at \$6579; 2014-15 budget is \$10,200. Motion by Kaura second by Kinrade to accept the financial report. Motion carried.
- 2.) WARRANT LIST: Expenditures were reviewed. Cost for magazine display boxes was less than anticipated--\$2335.50. Motion by Kinrade second by Klinker-Feld to approve the warrant list. Motion carried.
- 3.) STATISTICS: A statistics report showing all months for 2013 and January 2014 was presented. Tracking WiFi use (65), added statistics for numbers of items added and withdrawn from the shelves and interlibrary loans.
- 4.) STAFF REPORT: Staff report reviewed. Jenny has enrolled in an online grant proposal writing class through DMACC. Tuition is \$100 for the six-week class. Margaret has expanded outreach programs to Bluejay Beginnings preschool.
- 5.) LIBRARIAN ITEMS: Librarian report reviewed. Jill has filed for E-Rate; Century Link was the lowest bid—we will receive a total of \$1700 next year in discounts. Jill collaborating with Shelby at the City Center for an Easter program.
- 6.) NEW BUSINESS.
 - a. A letter from the board will be sent to the mayor and city administrator outlining our response to the city administrator's proposal to add positions to city staff and increase salaries of current staff by more than 6% after the library was asked to reduce the salary line item in our proposed 2014-15 budget by \$5,000. Letter draft was amended to include notice of our intent to make at least one current position full-time and ensure library staff salaries are in line with that of other city employees' in FY 2015-16. Motion by Thomas, second by Kinrade to send letter with suggested amendments. Motion carried.
 - b. A new iPad Checkout Policy & User Agreement was discussed and several changes were suggested. Motion to approve tabled pending updates and corrections.

- c. Jill presented a price list from Century Link showing options/costs for increasing the DSL bandwidth in the library. Jill recommended an increase to 20m/896 k at a cost of \$140/mo. Questions were raised whether the option of 20m/5m for \$150/mo. would be the best for the library. Jill will request more information on the difference. Motion by Kaura, seconded by Kinrade to allow Director to research and decide which would be best option and contract with Century Link to upgrade the bandwidth. Motion carried.
- d. Previous to this meeting, the City Administrator's office asked us to reduce our salary line item by \$5,000. Discussion and decisions were made via emails by the board members and the salary line item was reduced by that amount before presentation of our proposed budget to the City Administrator and City Council in January.
- e. Hours Open Policy was reviewed; corrections to closing hours on Friday and Saturday were made. Kinrade moved, Klinker-Feld seconded to approve policy with corrections. Motion carried.
- f. Meeting Room Use policy reviewed. Patrons using the room for social events are not disposing of garbage properly. Discussion ensued about what kinds of events the room could be reserved for and what options were available to deal with the issue of garbage disposal. Jill was asked to revise the reservation form to provide more explicit instructions about garbage removal and research options for usage. Policy review tabled until next meeting.
- g. Internet policy reviewed. Currently internet use is granted when patron or parent completes a user form. Proposed policy allows access to the internet for everyone except when denied by parent. List of those not allowed on internet will be maintained by library staff and access to internet will be blocked via system management logons. Moved by Bryant to approve policy as submitted. Kinrade seconded. Motion carried.
- h. Request made to replace broken front desk printer with HP 600 Laser Jet printer. Moved by Kaura, seconded by Bryant that we use funds from technology line item in budget to purchase this replacement printer. Motion carried.
- i. Request was made by Director to amend by-laws to change the date for regular meetings to accommodate her college class schedule. After discussion Board agreed to change date of meetings to first Wednesday of the month at 7:00 p.m. Motion Kinrade, seconded Klinker-Feld to approve change to By-Laws. Motion carried.

7.) BOARD PRESIDENT ITEMS: Asked for re-election of officers be included in next month's agenda.

8.) Motion by Kinrade second by Klinker-Feld to adjourn the meeting. Meeting adjourned at 8:51 p.m.

Prior to this meeting a celebration was held honoring past Library Director Karen Pedersen, past Board President Sue Ugulini, and past Trustee Cheryl Lenhart for their service.

Next meeting **Wednesday, March 5, 2014 7:00 PM**

Respectfully submitted,
Pat Kaura
Secretary

Bondurant Community Library

iPAD and iPAD MINI CHECKOUT POLICY AND USER AGREEMENT

Library patrons who are at least 18 years of age may checkout an iPad/iPad mini from the Circulation Desk for up to two hours, **for in-house use only**. Parents must checkout the iPad for children under 18 years old. This library service is subject to availability and may be used only by the person who checks out the device.

To check out an iPad, a patron must submit a current Bondurant Community Library card and a valid driver's license/State issued ID. The patron must be in good standing (no fines or overdues). The driver's license/State issued ID will be returned to the patron when the patron returns the iPad. Under no circumstances may a patron use another person's library card.

Library staff will go over the following rules before use and indicate on the patron's library card that policy has been reviewed with the patron:

- I will immediately inspect the iPad upon checking it out and agree that it is in good condition.
- I will not tamper with hardware or existing software. I agree to protect this equipment from theft and/or damage. I understand that the police will investigate any loss of an iPad or any missing components, and I will cooperate with such investigations.
- I agree to go to the library Circulation Desk immediately if this equipment is damaged, lost, stolen, or malfunctioning and turn device over to Library Staff.
- I understand that if I leave the iPad unattended, I accept full financial responsibility for any damage to the iPad or the replacement costs (\$600 estimated costs) for a missing iPad and any missing accompanying equipment.
- I agree to return the iPad to the Circulation Desk and personally give it to a library staff member before the time due or when I leave the Bondurant Community Library.
- I understand that this equipment is a 2-hour library loan and cannot leave the building. I will not take the iPad from the Bondurant Community Library. If nobody else is waiting to use the iPad, it may be renewed only once for one hour, but this has to be done as the first two-hour loan is ending.
- I understand that even if I have not used the iPad for a full two hours, I must return it to the Circulation Desk and personally give it to a library staff member no later than 15 minutes before the library closes. (The library closes at 7 p.m. Monday-Thursday, 5 p.m. on Friday, and 4 p.m. on Saturday).
- I agree to accept full financial responsibility for failure to return the iPad and accompanying equipment, and any damage incurred to the iPad/~~Laptop~~ through abuse, misuse, or operation while it is in my care. Replacement cost (including software, processing, and software) of the iPad and accompanying equipment is \$600 estimated costs.
- I will not violate any of the policies specified in the Bondurant Community Library's Internet Use Policy and the Library's Patron Behavior Policy. I have read these policies and I understand that violation of these policies may result in revocation of my library privileges.
- I understand that if I am using sound-enabled resources, I must wear headphones. Headphones are available for check out.

- I understand that the library is not responsible for damage to any disk, computer, or for any loss of data, damage, or liability that may occur from use of these devices or malfunctioning library hardware or software.
- Special PRIVACY ALERT for iPad users: The Library disclaims all liability for loss of confidential information or damages resulting from that loss, and accepts no responsibility for breach of privacy. We recommend that no personal information be entered at any time using a library iPad. Unless you clear the history, the cache, and the cookies yourself, your privacy is at risk- the library does not do this. If you log in to any service, please be certain to log out. Otherwise, your privacy is at risk.

Library iPad privileges will be revoked if a borrower violates any part of this agreement. In addition, if a patron has a current balance of over \$5.00 or seriously delinquent materials, the patron may be prohibited from iPad use.

Adopted March 5th, 2014

CITY OF BONDURANT

PLANNING AND ZONING COMMISSION

MINUTES

A meeting of the City of Bondurant Planning and Zoning Commission was held in the Community Room at the Bondurant City Center on February 27, 2014, at 6:00 p.m.

Present: Commission Chair David Higgins
 Commission Member Michele Bailey
 Commission Member Brian Clayton
 Commission Member Jennifer Keeler
 Commission Member Jeff Kromrie
 Commission Member Judi Mendenhall
 City Administrator Mark Arentsen
 Finance Director Lori Dunham

Absent: Commission Member Roy McCleary

Notice of the meeting was posted at the Bondurant City Center, Casey's General Stores, Legacy Bank and the Bondurant Post Office on February 25, 2014. All proceedings hereafter shown were taken while the convened meeting was open to the public.

Commission Chair Higgins called the meeting to order at 6:05 p.m. Roll call was taken and a quorum was declared. Motion made by Commission Member Mendenhall, seconded by Commission Member Keeler, to approve the agenda as presented. Roll call: Ayes: 6. Nays: 0. Motion carried.

Motion made by Commission Member Kromrie, seconded by Commission Member Mendenhall, to approve the Planning and Zoning Commission Minutes of January 09, 2014. Roll call: Ayes: 6. Nays: 0. Motion carried.

Mr. Brad Scheib, Hoisington Kogler Group, Inc., Minneapolis, MN, and City Administrator Arentsen led a discussion on revising the City Zoning Code. The goal is to change some of the basics of the code to eliminate inconsistencies, deficiencies and conflicts, and improve usability. One way to improve the usability of the code will be to update the PDF file with interactive links with the Comprehensive Plan and Policy, add a Table of Contents, and remove outdated information. Graphics or photographs, to illustrate intent, can be added along with a Zoning Map that is interactive with the County website, parcel by parcel. Mr. Scheib would like to find a new place for the Parkland Dedication information, not in the subdivision code. He asked that Planning and Zoning Commission members read through the General Provisions in the next month and determine if the definitions make sense such as items 29, 30, 117, 176 and 177.

- Items that need to be addressed include but are not limited to:
- PUD (R5) definition is a mix of residential, commercial and industrial with 5 acres planned as a single entity, such as Wolf Creek, Arbor Ridge and Lincoln Estates.
- Should Cluster Subdivision be limited to single family developments?
- Should Conservation Subdivision be modified the same as cluster subdivision?
- Garage definition should be differentiated from carport.
- Trail should be added to right of way definition.
- Define Special Use Permit vs. Conditional Use Permit.
- Define building types.
- Rules of Interpretation – How does the City deal with larger parcels that are zoned two different districts?
- Changing the Zoning Districts to table format.
- Removing any timeframe for the zoning of annexations.
- Updating the off-street parking requirements with a provision to allow modifications.
- Solar energy needs to clearly identified as a use and define considerations.

Commission Member Keeler left the meeting at 6:50 p.m.

The City currently has Zoning Districts for R1, C3, C5, C6 and M3 and these districts are not currently in use. A1 is a holding zone for annexed areas that are undeveloped. Mr. Scheib suggested the 1 acre lot for single family homes be reconsidered. As development reaches these areas, it will be costly to install the utilities. R1 (Single Family Residential) is used for low density, single family residential areas including churches and civic uses, but the Comprehensive Plan includes alternative housing types. R2 (One and Two Family Residential) is used for medium density with the same uses as R1 plus nurseries and greenhouses. Density needs to be defined for R1 and R2. R3 (Multi-family Residential) includes one and two family homes and row houses and apartments. R4 is used for medium density modular homes. Mr. Scheib suggested a table similar to the following for zoning districts.

	R1	R2	R3
Min. lot area	8750	7500	9000
Max density	4	5	20 du/ac
Min floor area	1750	850-1000	0-950
Lot width	70	65-70	65-85
Front yard	30	30	30-50
Side yard	8	5+	7-11
Rear yard	35	35	35-50
Max height	35	35	45
Max story	2.5	3	3
Access garage	1000	1000	1000

R1 and R2 are similar in their requirements, and Mr. Scheib suggested R1 be adjusted to lower density so there is more variance between the two types.

C1 currently does not include gas stations and that could be changed to allow a few pumps. The Commercial Districts need to have design guidelines and perhaps require a market analysis study. Commission Chair Higgins suggested that light pollution regulation be considered. Mr. Scheib discussed C4 zoning district and the walkability of the district and allowing an auto repair business vs. an auto body business. C6 zoning district regulations could be combined into C2 or C3. The zoning district U-1 Conservancy for floodplain regulation should consider accessibility of mineral extraction such as gravel where it would be costly to bring those resources into the community.

Mr. Scheib asked that Planning and Zoning Commission Members read through the Zoning Code over the next month and send all suggestions and comments to Mark.

The following items were discussed as part of Commission Members' comments:

- Commission Member Mendenhall – Inquired about status of WRA sewer work.
- Commission Member Bailey – No comment.
- Commission Member Clayton – The parcel of ground north of the high school has been surveyed. A natural gas line runs through the property, east to west. Field entrance is not part of the property.
- Commission Member Kromrie – Inquired about the purchase of 200 Lincoln St., SE.

The following items were discussed as part of Commission Chair Higgins' comments:

- No comment.

The following item was discussed as part of City Administrator Arentsen's comments:

- No comment.

Motion made by Commission Member Mendenhall, seconded by Commission Member Bailey, to adjourn the meeting. Roll call: Ayes: 5. Nays: 0. Motion carried. Commission Chair Higgins declared the meeting adjourned at 8:00 p.m.

Lori Dunham, Finance Director

ATTEST:

David Higgins, Commission Chair

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	SQ

LEGACY BANK													
1473 ACCESS SYSTEMS LEASING													
14898264	1 I	3/18/2014	3/18/2014	COPIER	309.38		309.38		309.38	001			1
								001-410-6499	CONTRACT SERVICES				
				** VENDOR TOTALS *	309.38		309.38		309.38				
11 ALTOONA FIRE DEPT													
168D/98641	1 I	3/18/2014	3/18/2014	AMBULANCE DOS 2/7/14	225.00		225.00		225.00	001			1
								001-160-6413	PAYMENT TO OTHER AGENCIES				
				** VENDOR TOTALS *	225.00		225.00		225.00				
48 BAKER & TAYLOR													
2028917479	1 I	3/18/2014	3/18/2014	BOOKS	404.46		404.46		404.46	001			1
								001-410-6502	PRINTED MATERIALS				
2028948858	1 I	3/18/2014	3/18/2014	BOOKS	125.06		125.06		125.06	001			1
								001-410-6502	PRINTED MATERIALS				
2028980092	1 I	3/18/2014	3/18/2014	BOOKS	1314.10		1314.10		1314.10	001			1
								001-410-6502	PRINTED MATERIALS				
2029018720	1 I	3/18/2014	3/18/2014	BOOKS	205.00		205.00		205.00	001			1
								001-410-6502	PRINTED MATERIALS				
COA1012424	1 I	3/18/2014	3/18/2014	BOOKS CREDIT	1048.89-		1048.89-		1048.89-	001			1
								001-410-6502	PRINTED MATERIALS				
				** VENDOR TOTALS *	999.73		999.73		999.73				
1380 BARCO MUNICIPAL PRODUCTS INC.													
IN-209894	1 I	3/18/2014	3/18/2014	BARRICADES	128.04		128.04		128.04	110			1
								110-210-6507	OPERATING SUPPLIES				
				** VENDOR TOTALS *	128.04		128.04		128.04				
1694 BEAUTIFUL LAWNS BY LONG'S LLC													
4102	1 I	3/18/2014	3/18/2014	ROCK SALT	1157.00		1157.00		1157.00	110			1
								110-210-6417	STREET MAINTENANCE				
				** VENDOR TOTALS *	1157.00		1157.00		1157.00				
1585 BIG GREEN UMBRELLA MEDIA INC													
332480	1 I	3/18/2014	3/18/2014	FEB 2014 BOND LIVING MA	490.00		490.00		490.00	001			1
								001-621-6414	PRINTING SERVICES				
	2 I			FEB 2014 BOND LIVING MA	210.00		210.00		210.00	670			1
								670-840-6414	PRINTING SERVICES				
				* INVOICE TOTALS	700.00		700.00		700.00				
				** VENDOR TOTALS *	700.00		700.00		700.00				
1469 BLUE BEACON TRUCK WASHES													
1567868	1 I	3/18/2014	3/18/2014	TRUCK WASH-2	79.00		79.00		79.00	110			1
								110-210-6332	VEHICLE REPAIRS				
				** VENDOR TOTALS *	79.00		79.00		79.00				
1537 BOUND TREE MEDICAL LLC													
81348093	1 I	3/18/2014	3/18/2014	BASKET STRETCHER	900.00		900.00		900.00	001			1
								001-160-6507	OPERATING SUPPLIES				
				** VENDOR TOTALS *	900.00		900.00		900.00				

73 BRICK GENTRY P.C.

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ

73 BRICK GENTRY P.C.													
176106	1 I	3/18/2014	3/18/2014	GARFIELD ST;WOLF CRK;NO	2117.50		2117.50		2117.50	001			1
								001-640-6411	LEGAL EXPENSE				
	2 I			CHIPPING ORDINANCE	446.25		446.25		446.25	110			1
								110-210-6411	LEGAL EXPENSE				
	3 I			LINCOLN ST CLOSING	1661.45		1661.45		1661.45	335			1
								335-430-6796	CITY PARK-200 LINCOLN SE				
				* INVOICE TOTALS	4225.20		4225.20		4225.20				
				** VENDOR TOTALS *	4225.20		4225.20		4225.20				
1515 CENTURYLINK													
9670082214	1 I	3/18/2014	3/18/2014	SERVICES	52.99		52.99		52.99	610			1
								610-815-6373	TELECOMMUNICATION EXPENSE				
9670646214	1 I	3/18/2014	3/18/2014	SERVICES	96.92		96.92		96.92	110			1
								110-210-6373	TELECOMMUNICATION EXPENSE				
9672668214	1 I	3/18/2014	3/18/2014	SERVICES	58.97		58.97		58.97	001			1
								001-410-6373	TELECOMMUNICATION EXPENSE				
	2 I			SERVICES	66.94		66.94		66.94	001			1
								001-410-6419	COMPUTER SUPPORT				
				* INVOICE TOTALS	125.91		125.91		125.91				
9674790214	1 I	3/18/2014	3/18/2014	SERVICES	226.56		226.56		226.56	001			1
								001-410-6373	TELECOMMUNICATION EXPENSE				
9674902214	1 I	3/18/2014	3/18/2014	SERVICES	103.65		103.65		103.65	001			1
								001-150-6373	TELECOMMUNICATION EXPENSE				
	2 I			SERVICES	103.64		103.64		103.64	001			1
								001-160-6373	TELECOMMUNICATION EXPENSE				
				* INVOICE TOTALS	207.29		207.29		207.29				
				** VENDOR TOTALS *	709.67		709.67		709.67				
97 CITY OF DES MOINES													
3078	1 I	3/18/2014	3/18/2014	METRO ADVISORY COUNCIL	250.00		250.00		250.00	001			1
								001-621-6210	ASSOCIATION DUES				
				** VENDOR TOTALS *	250.00		250.00		250.00				
1333 DANKO EMERGENCY EQUIPMENT CO.													
56841	1 I	3/18/2014	3/18/2014	GALLONAGE NOZZLE-4	2009.00		2009.00		2009.00	001			1
								001-150-6504	MINOR EQUIPMENT				
56861	1 I	3/18/2014	3/18/2014	REDHEAD ADAPTORS	103.90		103.90		103.90	001			1
								001-150-6504	MINOR EQUIPMENT				
				** VENDOR TOTALS *	2112.90		2112.90		2112.90				
465 DATA TECHNOLOGIES													
04062014	1 I	3/18/2014	3/18/2014	USER GROUP MEETING	57.00		57.00		57.00	001			1
								001-621-6240	MEETINGS & CONFERENCES				
	2 I			USER GROUP MEETING	19.00		19.00		19.00	600			1
								600-812-6240	MEETINGS & CONFERENCES				
	3 I			USER GROUP MEETING	19.00		19.00		19.00	610			1
								610-817-6240	MEETINGS & CONFERENCES				
				* INVOICE TOTALS	95.00		95.00		95.00				
				** VENDOR TOTALS *	95.00		95.00		95.00				

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	SQ

134 DEMCO													
5171630	1 I	3/18/2014	3/18/2014	BOOKS	170.36		170.36		170.36	001			1
								001-410-6502	PRINTED MATERIALS				
5177004	1 I	3/18/2014	3/18/2014	BOOK COVERS	189.71		189.71		189.71	001			1
								001-410-6502	PRINTED MATERIALS				
5204609	1 I	3/18/2014	3/18/2014	BOOK COVERS;PROTECTORS	163.61		163.61		163.61	001			1
								001-410-6502	PRINTED MATERIALS				
				** VENDOR TOTALS *	523.68		523.68		523.68				
1555 DEPT OF INSPECTIONS & APPEALS													
RS-66294	1 I	3/18/2014	3/18/2014	BRSC FOOD SERVICE LICEN	114.50		114.50		114.50	001			1
								001-440-6298	LICENSES				
				** VENDOR TOTALS *	114.50		114.50		114.50				
1393 DES MOINES BICYCLE COLLECTIVE													
14-52	1 I	3/18/2014	3/18/2014	2014 REGIONAL TRAIL MAP	35.00		35.00		35.00	001			1
								001-540-6506	OFFICE SUPPLIES				
				** VENDOR TOTALS *	35.00		35.00		35.00				
1525 REGISTER MEDIA													
7676767	1 I	3/18/2014	3/18/2014	ORDINANCE PUBLISHING	102.61		102.61		102.61	001			1
								001-540-6402	ADVERTISING-PUBLICATIONS				
	2 I			PUBLISHING	237.56		237.56		237.56	001			1
								001-621-6402	ADVERTISING-PUBLICATIONS				
				* INVOICE TOTALS	340.17		340.17		340.17				
7677136	1 I	3/18/2014	3/18/2014	PUBLISH DISCONNECT ORDI	50.07		50.07		50.07	600			1
								600-812-6402	ADVERTISING-PUBLICATIONS				
	2 I			PUBLISHING	289.23		289.23		289.23	001			1
								001-621-6402	ADVERTISING-PUBLICATIONS				
	3 I			PUBLISH CHIPPING ORDINA	34.48		34.48		34.48	110			1
								110-210-6402	ADVERTISING-PUBLICATIONS				
				* INVOICE TOTALS	373.78		373.78		373.78				
				** VENDOR TOTALS *	713.95		713.95		713.95				
142 DES MOINES STAMP MANUFACTURING													
1008797	1 I	3/18/2014	3/18/2014	INVOICE STAMP;INK	44.60		44.60		44.60	001			1
								001-410-6506	OFFICE SUPPLIES				
				** VENDOR TOTALS *	44.60		44.60		44.60				
144 DES MOINES WATER WORKS													
3300020214	1 I	3/18/2014	3/18/2014	WHOLESALE WATER COST	11393.00		11393.00		11393.00	600			1
								600-812-6413	DSM WATER WORKS				
	2 I			FEB 2014 BOOSTER ST EST	700.00		700.00		700.00	600			1
								600-812-6413	DSM WATER WORKS				
	3 I			4TH QTR BOOSTER ST TRUE	9246.35		9246.35		9246.35	600			1
								600-812-6413	DSM WATER WORKS				
	4 I			REVENUE BOND-PRINCIPAL	4112.38		4112.38		4112.38	600			1
								600-812-6802	PRINCIPAL - DSM WATERWORKS				
	5 I			REVENUE BOND-INTEREST	1822.46		1822.46		1822.46	600			1
								600-812-6852	INTEREST - DSM WATERWORKS				
				* INVOICE TOTALS	27274.19		27274.19		27274.19				

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	SQ	CK
3300030214	1 I	3/18/2014	3/18/2014	WHOLESALE WATER COST	13070.72		13070.72		13070.72	600				1
						600-812-6413			DSM WATER WORKS					
85430830!2	1 I	3/18/2014	3/18/2014	AVAIL FEE-7950 NE 70TH	22.00		22.00		22.00	600				1
						600-812-6413			DSM WATER WORKS					
8602170314	1 I	3/18/2014	3/18/2014	BACTI SAMPLES	60.00		60.00		60.00	600				1
						600-811-6389			TESTING & ANALYSIS					
				** VENDOR TOTALS *	40426.91		40426.91		40426.91					
				1706 ELKADER PUBLIC LIBRARY										
101 22814	1 I	3/18/2014	3/18/2014	BOOK PAGE SUBSCRIPTION	197.28		197.28		197.28	001				1
						001-410-6502			PRINTED MATERIALS					
				** VENDOR TOTALS *	197.28		197.28		197.28					
				1630 EMBARKIT, INC.										
30329	1 I	3/18/2014	3/18/2014	PRINTER SETUP	425.00		425.00		425.00	001				1
						001-410-6419			COMPUTER SUPPORT					
30330	1 I	3/18/2014	3/18/2014	CABLE RUN	332.50		332.50		332.50	001				1
						001-410-6419			COMPUTER SUPPORT					
				** VENDOR TOTALS *	757.50		757.50		757.50					
				1363 GIT-N-GO CONVENIENCE STORES										
41004 214	1 I	3/18/2014	3/18/2014	FUEL	786.14		786.14		786.14	110				1
						110-210-6331			VEHICLE OPERATIONS					
				** VENDOR TOTALS *	786.14		786.14		786.14					
				999999999 2909 GREG ZIELINSKI										
GL7880	1 I	3/18/2014	3/18/2014	REIMB FROZEN METER CHAR	143.00		143.00		143.00	600				1
						600-811-6450			OVERPYMT REIMBURSEMENT					
				** VENDOR TOTALS *	143.00		143.00		143.00					
				193 HAWKEYE TRUCK EQUIPMENT										
110374	1 I	3/18/2014	3/18/2014	PLOW BLADE-4	830.00		830.00		830.00	110				1
						110-210-6417			STREET MAINTENANCE					
				** VENDOR TOTALS *	830.00		830.00		830.00					
				1486 HOISINGTON KOEGLER GROUP INC										
014-013-1	1 I	3/18/2014	3/18/2014	ZONING ORD AMENDMENTS	2074.94		2074.94		2074.94	001				1
						001-540-6490			PROFESSIONAL SERVICES					
				** VENDOR TOTALS *	2074.94		2074.94		2074.94					
				567 HY-VEE ACCOUNTS RECEIVABLE										
41335 314	1 I	3/18/2014	3/18/2014	CITY/SCHOOL BREAKFAST M	49.82		49.82		49.82	001				1
						001-621-6240			MEETINGS & CONFERENCES					
				** VENDOR TOTALS *	49.82		49.82		49.82					
				224 IOWA DEPT OF TRANSPORTATION										
17190	1 I	3/18/2014	3/18/2014	TP;BATTERIES	57.22		57.22		57.22	001				1
						001-650-6507			OPERATING SUPPLIES					
	2 I			TP-2	90.92		90.92		90.92	001				1
						001-440-6507			OPERATING SUPPLIES					
	3 I			BATTERIES	86.21		86.21		86.21	001				1
						001-430-6507			OPERATING SUPPLIES					
	4 I			BATTERIES	19.97		19.97		19.97	110				1
						110-210-6507			OPERATING SUPPLIES					

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
5	I			BATTERIES	107.05		107.05		107.05	001			1
								001-150-6507	OPERATING SUPPLIES				
6	I			BATTERIES	107.05		107.05		107.05	001			1
								001-160-6507	OPERATING SUPPLIES				
				* INVOICE TOTALS	468.42		468.42		468.42				
				** VENDOR TOTALS *	468.42		468.42		468.42				
932 IAMU													
3458	1	I	3/18/2014	3/18/2014 2014-15 MEMBERSHIP DUES	617.69		617.69		617.69	600			1
								600-812-6210	ASSOCIATION DUES				
				** VENDOR TOTALS *	617.69		617.69		617.69				
657 JIMS JOHNS													
44794	1	I	3/18/2014	3/18/2014 KYBOS-TROUT STOCK	135.00		135.00		135.00	001			1
								001-430-6599	PARK PROGRAMS				
				** VENDOR TOTALS *	135.00		135.00		135.00				
1167 KEY COOPERATIVE													
10315	214	1	I	3/18/2014 3/18/2014 FUEL	348.35		348.35		348.35	001			1
								001-150-6331	VEHICLE OPERATIONS				
				2 I FUEL	348.35		348.35		348.35	001			1
								001-160-6331	VEHICLE OPERATIONS				
				3 I FUEL	248.45		248.45		248.45	600			1
								600-811-6331	VEHICLE OPERATIONS				
				4 I FUEL	248.45		248.45		248.45	610			1
								610-816-6331	VEHICLE OPERATIONS				
				5 I FUEL	2740.57		2740.57		2740.57	110			1
								110-210-6331	VEHICLE OPERATIONS				
				6 I FUEL	151.97		151.97		151.97	001			1
								001-430-6331	VEHICLE OPERATIONS				
				7 I FUEL	151.97		151.97		151.97	741			1
								741-865-6331	VEHICLE OPERATIONS				
				* INVOICE TOTALS	4238.11		4238.11		4238.11				
				** VENDOR TOTALS *	4238.11		4238.11		4238.11				
251 KEYSTONE LABORATORIES													
1X01449	1	I	3/18/2014	3/18/2014 COLIFORM BACTERIA	264.00		264.00		264.00	600			1
								600-811-6389	TESTING & ANALYSIS				
				** VENDOR TOTALS *	264.00		264.00		264.00				
1340 KMBS U.S.A., INC.													
227964824	1	I	3/18/2014	3/18/2014 COPIER	129.19		129.19		129.19	001			1
								001-621-6499	CONTRACT SERVICES				
				2 I COPIER	129.19		129.19		129.19	001			1
								001-650-6499	CONTRACT SERVICES				
				3 I COPIER	64.61		64.61		64.61	600			1
								600-812-6499	CONTRACT SERVICES				
				4 I COPIER	64.62		64.62		64.62	610			1
								610-817-6499	CONTRACT SERVICES				
				* INVOICE TOTALS	387.61		387.61		387.61				
				** VENDOR TOTALS *	387.61		387.61		387.61				

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	SQ	CK

842 MENARDS														
47344	1 I	3/18/2014	3/18/2014	J-BOLTS;WASHERS-TOOLRAC	4.72		4.72		4.72	600				1
								600-811-6507	OPERATING SUPPLIES					
47862	1 I	3/18/2014	3/18/2014	WATER LINE PARTS	33.93		33.93		33.93	328				1
								328-210-6750	BUILDING					
				** VENDOR TOTALS *	38.65		38.65		38.65					
286 METRO WASTE AUTHORITY														
70003885	1 I	3/18/2014	3/18/2014	MONTHLY CURB-IT FEE	3975.03		3975.03		3975.03	670				1
								670-840-6435	RECYCLING/CURB IT					
70003920	1 I	3/18/2014	3/18/2014	RESIDENTIAL GARBAGE SRV	12791.31		12791.31		12791.31	670				1
								670-840-6499	CONTRACT SERVICES					
				** VENDOR TOTALS *	16766.34		16766.34		16766.34					
1704 MID-IOWA SERVICE CO INC														
03042014	1 I	3/18/2014	3/18/2014	GAS LINE INSTALLATION	2850.00		2850.00		2850.00	328				1
								328-210-6750	BUILDING					
				** VENDOR TOTALS *	2850.00		2850.00		2850.00					
1019 MUNICIPAL EMERGENCY SERVICES														
496651_SNV	1 I	3/18/2014	3/18/2014	FLAMEFIGHTE-2	121.46		121.46		121.46	001				1
								001-150-6507	OPERATING SUPPLIES					
497220_SNV	1 I	3/18/2014	3/18/2014	HONDA EU1000i GENERATOR	1474.59		1474.59		1474.59	001				1
								001-150-6332	VEHICLE REPAIRS					
				** VENDOR TOTALS *	1596.05		1596.05		1596.05					
308 MUNICIPAL SUPPLY														
0553952-IN	1 I	3/18/2014	3/18/2014	SENSUS BATTERY	161.20		161.20		161.20	600				1
								600-812-6507	OPERATING SUPPLIES					
553994-IN	1 I	3/18/2014	3/18/2014	1*METER;ADAPTOR	61.80		61.80		61.80	600				1
								600-811-6727	CAPITAL OUTLAY					
				** VENDOR TOTALS *	223.00		223.00		223.00					
979 NAPA AUTO PARTS														
21362324	1 I	3/18/2014	3/18/2014	OILY RAG CAN;GREASE	65.95		65.95		65.95	110				1
								110-210-6507	OPERATING SUPPLIES					
	2 I			SUPPLIES	65.94		65.94		65.94	001				1
								001-430-6507	OPERATING SUPPLIES					
				* INVOICE TOTALS	131.89		131.89		131.89					
				** VENDOR TOTALS *	131.89		131.89		131.89					
337 POLK COUNTY TREASURER														
5358	1 I	3/18/2014	3/18/2014	FEB 2014 LAW ENFORCEMEN	35844.00		35844.00		35844.00	001				1
								001-110-6050	POLK CO SHERIFF PAYMENT					
				** VENDOR TOTALS *	35844.00		35844.00		35844.00					
348 PRAXAIR														
48731715	1 I	3/18/2014	3/18/2014	CYLINDER RENTAL	36.43		36.43		36.43	001				1
								001-160-6507	OPERATING SUPPLIES					
				** VENDOR TOTALS *	36.43		36.43		36.43					
1196 QUILL														
8783701	1 I	3/18/2014	3/18/2014	PAPER-4CS	33.32		33.32		33.32	001				1

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
** VENDOR TOTALS *					142.13		142.13		142.13				
850 STEWART ELECTRIC, INC.													
8878	1 I	3/18/2014	3/18/2014	INSTALL PW ADDN ELECTRI	15177.00		15177.00		15177.00	328			1
								328-210-6750	BUILDING				
8882	1 I	3/18/2014	3/18/2014	OVERHEAD LIGHT REPAIR-2	93.00		93.00		93.00	110			1
								110-210-6310	BUILDING & GROUND MAINTENANCE				
** VENDOR TOTALS *					15270.00		15270.00		15270.00				
1534 STRATUS BUILDNG SOLUTIONS IOWA													
7410	1 I	3/18/2014	3/18/2014	CLEANING	443.39		443.39		443.39	001			1
								001-410-6499	CONTRACT SERVICES				
** VENDOR TOTALS *					443.39		443.39		443.39				
1014 STRAUSS LOCK COMPANY													
875576-000	1 I	3/18/2014	3/18/2014	INSTALL DOOR LOCKS	400.00		400.00		400.00	328			1
								328-210-6750	BUILDING				
** VENDOR TOTALS *					400.00		400.00		400.00				
1522 SYNERGY CONTRACTING LLC													
14066BN	1 I	3/18/2014	3/18/2014	HAUL SALT	120.00		120.00		120.00	110			1
								110-210-6417	STREET MAINTENANCE				
** VENDOR TOTALS *					120.00		120.00		120.00				
387 TREASURER - STATE OF IOWA													
4058002504	1 I	3/18/2014	3/18/2014	FEB 2014 SALES TAX	246.00		246.00		246.00	741			1
								741-050-2140	SALES TAX PAYABLE				
	2 I			FEB 2014 SALES TAX	419.00		419.00		419.00	610			1
								610-050-2140	SALES TAX PAYABLE				
	3 I			FEB 2014 SALES TAX	3019.00		3019.00		3019.00	600			1
								600-050-2140	SALES TAX PAYABLE				
* INVOICE TOTALS					3684.00		3684.00		3684.00				
** VENDOR TOTALS *					3684.00		3684.00		3684.00				
1156 JOSH TROUT													
022214	1 I	3/18/2014	3/18/2014	FIX MICHELLE EMAIL;PAT	50.00		50.00		50.00	600			1
								600-812-6419	COMPUTER SUPPORT				
	2 I			FIX MICHELLE EMAIL;PAT	50.00		50.00		50.00	610			1
								610-817-6419	COMPUTER SUPPORT				
* INVOICE TOTALS					100.00		100.00		100.00				
** VENDOR TOTALS *					100.00		100.00		100.00				
525 US CELLULAR													
27588534	1 I	3/18/2014	3/18/2014	CELL PHONES	20.77		20.77		20.77	001			1
								001-621-6373	TELECOMMUNICATION EXPENSE				
	2 I			CELL PHONES	43.85		43.85		43.85	600			1
								600-812-6373	TELECOMMUNICATION EXPENSE				
	3 I			CELL PHONES	21.41		21.41		21.41	610			1
								610-817-6373	TELECOMMUNICATION EXPENSE				
	4 I			CELL PHONES	23.08		23.08		23.08	610			1
								610-815-6373	TELECOMMUNICATION EXPENSE				
	5 I			CELL PHONES	33.05		33.05		33.05	110			1

**CITY OF BONDURANT
INTERIM WARRANT LIST
March 17, 2014**

DATE	VENDOR - REFERENCE	ACCOUNT CODE	TOTALS
02/28/14	Postmaster - Utility bill mailing	600-812-6508	277.69
		610-817-6508	186.90
		670-840-6508	69.42
			<u>534.01</u>
03/05/14	KJH Residential - Utility overpayment	600-811-6450	9.37
03/06/14	Petty Cash - postage	001-410-6508	102.28
03/07/14	Des Moines Theatrical Shop - Bunny costume deposit	001-430-6599	150.00
03/07/14	Des Moines Theatrical Shop - Bunny costumer rental	001-430-6599	50.00
		001-410-6599	50.00
			<u>100.00</u>
03/14/14	IRS USA tax payment - Federal/FICA		6,167.18
		Total	7,062.84

TAX ABATEMENT
March 17, 2014

NAME	ADDRESS	CLOSING DATE	PURCHASE PRICE
Amanda Caffrey	305 Mulberry Drive, NW	5/17/2013	\$182,000
Susan and Jeff Voll	504 3rd Street, SE	3/7/2014	\$150,825
Kelly Nunn	1304 13th Street, SE	3/14/2014	\$224,900

Michelle Wells

From: Mark Arentsen [marentsen@cityofbondurant.com]
Sent: Friday, March 07, 2014 3:56 PM
To: 'Ryan Keith'; 'Curt Sullivan'; 'Amy Bogaards'; 'Eric Johnson'; brian.k.lohse@gmail.com; 'Wes Enos'
Cc: mwells@cityofbondurant.com; 'Lori Dunham'; 'Dave Brick'
Subject: FW: Bondurant Letter for March 17 city council meeting: Valley View Village
Attachments: Letter request for conduit financing.pdf

Please see the attached letter requesting City assistance with conduit financing described in the letter. I have stated that the City expects a fee of \$10,000 for its participation. The City has been involved in two similar projects, one at Grandview College and one at Mill Pond in Ankeny. Neither caused any problems for the City. This will be a discussion item on the 3/17 agenda.

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
www.cityofbondurant.com

From: Kuhn.Cristina@dorsey.com [<mailto:Kuhn.Cristina@dorsey.com>]
Sent: Friday, March 07, 2014 2:48 PM
To: marentsen@cityofbondurant.com
Cc: Claypool.David@dorsey.com; Danos.John@dorsey.com
Subject: Bondurant Letter for March 17 city council meeting: Valley View Village

Hello,

Thanks for your time this week to discuss the conduit financing for Valley View Village. Attached is a letter explaining the conduit process and the request by Valley View Village. Valley View Village is represented by their own counsel, and Dorsey & Whitney would serve as bond counsel/issuer counsel to the City (we don't represent Valley View Village).

If the City does decide to implement a policy for charging an issuer fee, the fee just needs to be reasonable and applied consistently. A typical fee is a 5 to 10 BP fee on the amount issued (ie 10 basis points on \$7,000,000 would be \$7,000).

I plan to be at the meeting on March 17 to discuss.

Please let me know if further information can be provided; otherwise, look forward to speaking with you and the Council on March 17.

Thank you and hope you have a great weekend.

Cris

Cristina Kuhn

CRISTINA KUHN
(515) 699-3273
Kuhn.cristina@dorsey.com

March 7, 2014

Mark Arentsen
City Administrator-Bondurant
200 2nd Street, NE
PO Box 37
Bondurant, Iowa 50035-0037

Re: Valley View Village Conduit Financing

Dear Mark:

This letter is regarding the request by Evangelical Retirement Homes, Inc. d/b/a Valley View Village (the "Borrower") for the City to undertake the issuance of tax exempt bonds or notes (the "Bonds") for the purpose of constructing, equipping and furnishing a 79-bed skilled nursing facility located at 2571 Guthrie Avenue, Des Moines, Iowa (the "Project"). The Borrower is part of a family of corporations under the umbrella of Elim Care, Inc. The total cost of the Project is estimated to be between \$17,000,000 and \$18,000,000. The Borrower is requesting that the City issue its Bonds in an amount not to exceed \$7,000,000. The Borrower is also requesting the City of Pleasant Hill, Iowa to issue up to \$9,000,000 on behalf of the Borrower. The purpose of this letter is to outline the authority and the procedures relating to the issuance of such Bonds by the City Council. The City Council previously has agreed to similar requests, most recently in 2012 for Grand View Univeristy.

The City Council is authorized by Chapter 419 of the Code of Iowa to issue the Bonds and loan the proceeds thereof to the Borrower to finance the Project. Bonds issued under Chapter 419 of the Code of Iowa by cities and counties in the State of Iowa are common methods of obtaining federally tax-exempt financing for projects and refundings. Because the interest on such Bonds is exempt from federal income taxes, the Borrower will be able to borrow the money at lower interest rates than a conventional taxable loan. The City is authorized to issue such Bonds for facilities located within the City limits and anywhere within 8 miles of the boundaries of the City.

Bonds issued by the City pursuant to Chapter 419 are commonly referred to as "conduit" bonds because the City acts as a conduit between the purchasers of the Bonds and the Borrower. The Bonds are issued by the City and sold to purchasers of the Bonds. The proceeds of the sale of the Bonds are then loaned to the Borrower pursuant to a Loan Agreement in which the Borrower agrees to repay the Bonds. Once the City issues the Bonds the City steps out of the picture and the payments made by the Borrower under the Loan Agreement are made directly to the Bondholders or a Trustee for the Bondholders. The City would have no accounting or processing responsibilities with respect to payments by the Borrower under the Loan Agreement or to the purchasers of the Bonds.

The Bonds do NOT count against the City's constitutional debt limit. As provided in Section 419.3 of the Iowa Code, the Bonds would be limited obligations of the City and would never constitute an indebtedness of the City within the meaning of any state constitutional provision or statutory limitation and shall not constitute nor give rise to a pecuniary liability of the City or a charge against its general credit or taxing powers. The Bonds would be payable solely and only out of payments made by the Borrower under the Loan Agreement and the City would not be called upon to pay the Bonds from any City funds, and these limitations will be plainly stated on the face of the Bonds.

The City is authorized by Section 265 of the Internal Revenue Code (the "Code") to issue up to \$10,000,000 of "bank qualified" obligations in each calendar year (the "\$10,000,000 BQ Limit"). It is our understanding that the City has issued \$1,130,000 of tax exempt bonds for its own purposes and \$344,422 (\$156,294 year to date) is the projected allocation to the Wastewater Reclamation Authority for the calendar year 2014, and that the City has no plans to issue any other tax exempt bonds for its own purposes in calendar year 2014. The Bonds requested by the Borrower will count against the City's \$10,000,000 BQ Limit for calendar year 2014. If the City issues \$7,000,000 for the Borrower, the City will have used all but \$1,535,578 of its \$10,000,000 BQ Limit for calendar year 2014. Please note that the issuance of the Bonds on behalf of the Borrower in calendar year 2014 will not limit the ability of the City to issue up to \$10,000,000 "bank qualified" bonds in any future calendar year.

The ability of the Borrower to receive "bank qualified" status for the Bonds will result in substantial interest costs savings to the Borrower.

We will prepare the initial proceedings which includes a Resolution approving a Memorandum of Agreement with the Borrower and setting a public hearing date on the proposal to issue the Bonds. The Memorandum of Agreement will set forth certain understandings between the City and the Borrower with respect to the Bonds, including the obligation of the Borrower to reimburse the City for any of its costs relating to the issuance of the Bonds (ie for publications, mailings, etc) and to pay any issuer fee charged by the City. The notice of hearing must be published at least fifteen days prior to the hearing date. We will coordinate publication of the notice as necessary.

After the hearing is held, the City will have the authority to issue the Bonds and we will provide an Authorizing Resolution for the adoption by the City Council and all the necessary Bond documents. Once the Authorizing Resolution is adopted, a closing date will be scheduled for the Bonds. Prior to the closing date, we will make arrangements for the Mayor and City Clerk to sign the Loan Agreement, the Bonds and the related Bond documents.

The following is a summary of the key points addressed in this letter:

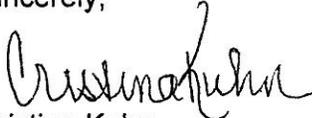
1. Under Iowa law, the conduit bonds are NOT a debt of the City.
2. Under Iowa law, the City has NO liability or responsibility to repay the conduit bonds; the Borrower is solely responsible to pay the purchasers under the Bond documents.
3. No City funds or tax dollars are being given to the Borrower.
4. The City is not responsible for any ongoing monitoring or collection of payments; the Borrower repays the purchasers directly.

Page 3

5. The Borrower is making this request to obtain a lower interest rate on the loan to finance the Project.
6. The Borrower is responsible for paying the City for any direct costs incurred by the , City, such as costs for copying, postage or publication of notices, related to the issuance of the conduit bonds. Some issuers charge an issuer fee in addition to reimbursement for costs.
7. The City of Pleasant Hill, Iowa is also being asked to issue conduit bonds for the Borrower in an amount up to \$9,000,000.

I hope this information will be useful to you as you proceed with the issuance of the Bonds for the Borrower. Please call me or David Claypool if you have any questions or if there is any further information we can supply at this time.

Sincerely,



Cristina Kuhn

CK/jw

Cc: John Danos

Resolution: #14-40

Agenda Item: #11

Date: March 17, 2014

**A RESOLUTION EXPRESSING APPRECIATION
TO JOHN HODGES FOR SERVICE AS A MEMBER
OF THE BONDURANT PARKS & RECREATION BOARD**

WHEREAS, John Hodges served as a member of the Bondurant Parks & Recreation Board from January, 2009, to March, 2014, AND,

WHEREAS, John Hodges supported many recreation activities including NFL Punt Pass & Kick, Dodgeball Tournament, Youth Fishing Derby, Slow Pitch Softball and Holiday Tree Lighting, AND,

WHEREAS, these events continue to be popular with Bondurant residents, AND,

WHEREAS, the Bondurant community is extremely grateful for John's support and assistance with these and other activities,

NOW, THEREFORE, BE IT RESOLVED by the Bondurant City Council in session this 17th day of March, 2014, that it hereby expresses its sincere appreciation to John Hodges for his support of park facilities and recreation activities in the City of Bondurant.

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

Resolution: #14-41

Agenda Item: #12

Date: March 17, 2014

**A RESOLUTION EXPRESSING APPRECIATION
TO NICOLE BRUCE FOR SERVICE AS A MEMBER
OF THE BONDURANT PARKS & RECREATION BOARD**

WHEREAS, Nicole Bruce served as a member the Bondurant Parks & Recreation Board from December, 2008, to October, 2013, AND,

WHEREAS, Nicole Bruce exhibited enthusiasm and dedication to Parks & Recreation Board activities, AND,

WHEREAS, Nicole Bruce assisted with many recreation activities including the annual Christmas Tree Lighting, NFL Punt, Pass & Kick, Dodgeball Tournament, Youth Fishing Derby, Bondu Spook-Tacular and many more, AND,

WHEREAS, these events would not have been successful without her participation, AND,

WHEREAS, the Bondurant community is extremely grateful for Nicole's support and assistance with these and other activities,

NOW, THEREFORE, BE IT RESOLVED by the City of Bondurant City Council in session this 17th day of March, 2014, that it hereby expresses its sincere appreciation to Nicole Bruce for her contribution of time and ideas in support of park facilities and recreation activities in the City of Bondurant.

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

Resolution: #14-42

Agenda Item: #14

Date: March 17, 2014

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

That the Plat of Survey for Parcel "N" in the Northwest Quarter of the Northwest Quarter of Section 30, Township 80 North, Range 22 West of the 5th P.M., and Parcel "O" in the Northwest Quarter of the Northwest Quarter of Section 30, Township 80 North, Range 22 West of the 5th P.M., located north of 1000 Grant Street North and south of 86th Avenue, Northeast, east of Grant Street, North, Bondurant, Polk County, 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.

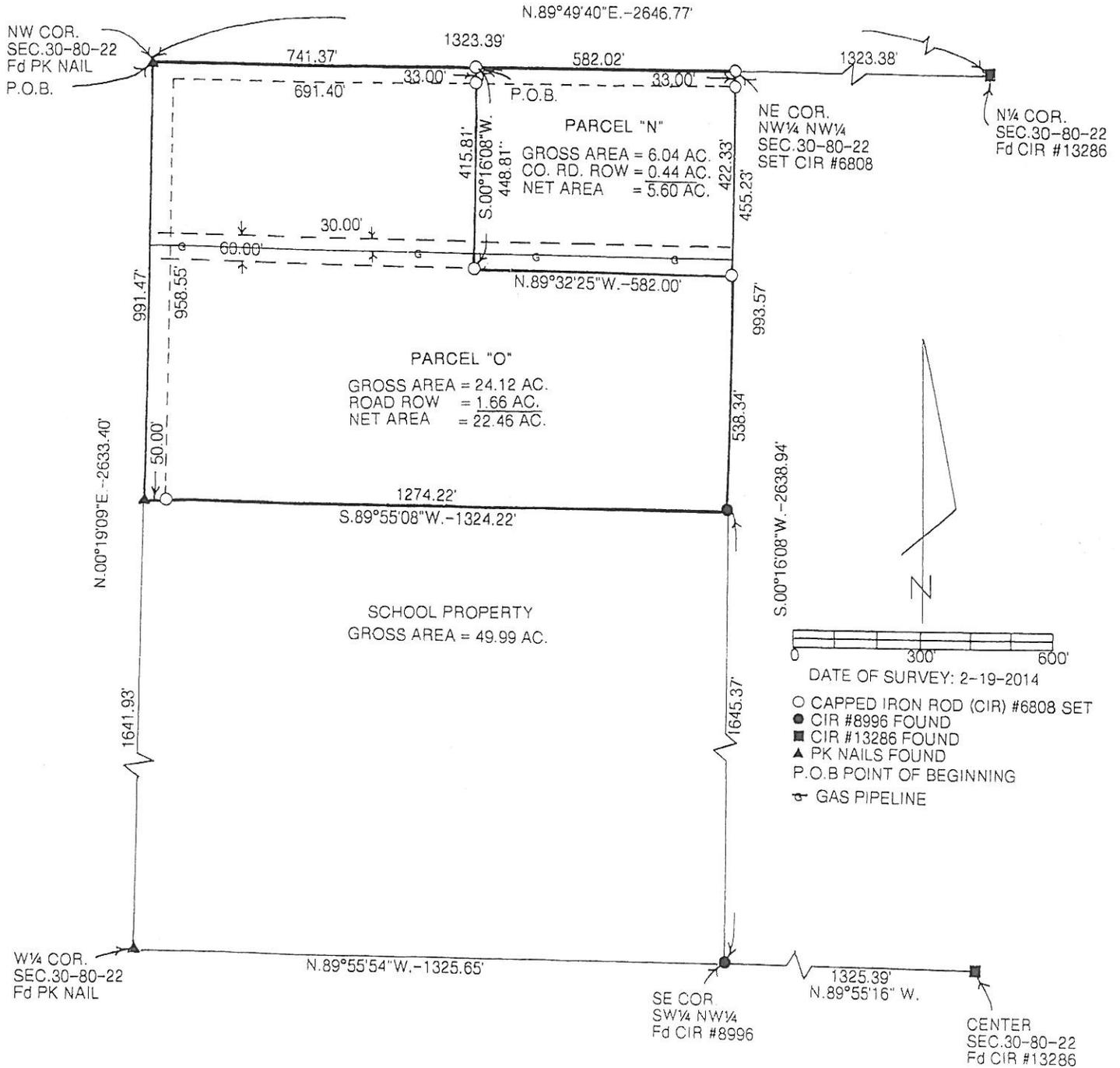
IN WITNESS WHEREOF, I have hereunto set my hand the day and year above written.

Mark J. Arentsen, City Administrator

VANCE & HOCHSTETLER, P.C. • CONSULTING ENGINEERS • WINTERSET, IOWA 50273

CHARLES T. VANCE • 110 WEST GREEN ST., WINTERSET, IOWA • (515) 462-3995
 JAMES M. HOCHSTETLER • 110 WEST GREEN ST., WINTERSET, IOWA • FAX: (515) 462-9845

PLAT OF SURVEY IN THE NORTHWEST QUARTER OF THE NORTHWEST
 QUARTER OF SECTION 30, TOWNSHIP 80 NORTH, RANGE 22 WEST OF
 THE 5TH P.M., CITY OF BONDURANT, POLK COUNTY, IOWA
 OWNED BY MARTHA AMY ANDERSON TRUST.



LEGAL DESCRIPTION ATTACHED

I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Land Surveyor under the laws of the State of Iowa.

J.M. Hochstetler
 J.M. HOCHSTETLER
 License number 6808 Date 2/24/14
 My license renewal date is December 31, 2016
 Pages or sheets covered by this seal: 2

LICENSED LAND SURVEYOR
 J. M. HOCHSTETLER
 #6808
 IOWA

LEGAL DESCRIPTIONS:

Parcel "N" in the Northwest Quarter of the Northwest Quarter of Section 30, Township 80 North, Range 22 West of the 5th P.M., City of Bondurant, Polk County, Iowa more particularly described as follows:

Commencing at the Northwest Corner of Section 30, Township 80 North, Range 22 West of the 5th P.M., City of Bondurant, Polk County, Iowa thence North 89°49'40" East 741.37 feet along the North line of the Northwest Quarter of the Northwest Quarter of said Section 30 to the Point of Beginning; thence continuing North 89°49'40" East 582.02 feet along said North line to the Northeast Corner of said Northwest Quarter of the Northwest Quarter; thence South 00°16'08" West 455.23 feet along the East line of said Northwest Quarter of the Northwest Quarter; thence North 89°32'25" West 582.00 feet along the South line of a 60.00 foot easement for a Gas Pipeline operated by Northern Natural Gas; thence North 00°16'08" East 448.81 feet to the Point of Beginning containing 6.04 acres including 0.44 acres of County Road right-of-way.

Parcel "O" in the Northwest Quarter of the Northwest Quarter of Section 30, Township 80 North, Range 22 West of the 5th P.m., City of Bondurant, Polk County, Iowa more particularly described as follows:

Beginning at the Northwest Corner of Section 30, Township 80 North, Range 22 West of the 5th P.M., City of Bondurant, Polk County, Iowa thence North 89°49'40" East 741.37 feet along the North line of the Northwest Quarter of the Northwest Quarter of said Section 30 to the West line of Parcel "N"; thence South 00°16'08" West 448.81 feet along the West line of Parcel "N"; thence South 89°32'25" East 582 feet along the South line of Parcel "N" to a point on the East line of said Northwest Quarter of the Northwest Quarter; thence South 00°16'08" West 538.34 feet along said East line; thence South 89°55'08" West 1324.22 feet along the North line of the South 50 acres of the West Half of the Northwest Quarter of said Section 30; thence North 00°19'09" East 991.47 feet along the West line of said Northwest Quarter of the Northwest Quarter to the Point of Beginning containing 24.12 acres including 1.66 acres of road right-of-way.

Resolution: PZ-14-02

Agenda Item: #05

Date: March 13, 2014

BE IT RESOLVED, by the Planning & Zoning Commission of the City of Bondurant, Polk County, Iowa:

That the Plat of Survey for Parcel "N" in the Northwest Quarter of the Northwest Quarter of Section 30, Township 80 North, Range 22 West of the 5th P.M., and Parcel "O" in the Northwest Quarter of the Northwest Quarter of Section 30, Township 80 North, Range 22 West of the 5th P.M., located north of 1000 Grant Street North and south of 86th Avenue, Northeast, east of Grant Street, North, Bondurant, Polk County, Iowa, is hereby approved and forwarded to the City Council with a recommendation for approval of same.

Moved by _____ Second By _____ to adopt.

Comm. Action	Yeas	Nays	Pass	Absent
Bailey				
Clayton				
Higgins				
Keeler				
Kromrie				
McCleary				
Mendenhall				
Motion carried				

David Higgins, Chair				

CERTIFICATE

I, Lori Dunham, Finance Director of said City, hereby certify that at a meeting of the Planning and Zoning Commission 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.

Lori Dunham
Finance Director

Resolution: #14-43

Agenda Item: #15

Date: March 17, 2014

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

That the Water Conservation Plan 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

Michelle Wells

From: Mark Arentsen [marentsen@cityofbondurant.com]
Sent: Saturday, March 08, 2014 11:42 AM
To: 'Ryan Keith'; 'Curt Sullivan'; 'Amy Bogaards'; 'Eric Johnson'; brian.k.lohse@gmail.com; 'Wes Enos'
Cc: mwells@cityofbondurant.com; 'Lori Dunham'; 'Shelby Hagan'; 'Misty Richardson-Kugler'; 'Pat Collison'; 'Ken Grove'; 'Boyce Bailey'; 'Dave Higgins'; 'Dave Brick'; 'Kahler,Amy'
Subject: Water Conservation Plan
Attachments: Water Conservation Plan.pdf

Des Moines Waterworks (DMWW) is requesting that a Water Conservation Plan (WCP) be adopted by each of its member communities. The attached Plan is specific to Bondurant but is based on the DMWW recommended Plan. Currently there is no WCP in the City Code. It is my understanding that many communities already have something like this. You will note that there are several references to DMWW in the recommended Plan. This is because the City needs to be responsive to DMWW's ability to supply water to all of its members. Because of the dry conditions that existed here in the last two years, DMWW is anxious for its member communities to have a Plan in place soon. I believe that a meaningful Plan needs to have an enforcement component which means adding something to the City Code. As we've seen with several issues like the Noise Ordinance, it can take some time to appropriately address all of the issues in the City Code. Therefore it is my recommendation that the City adopt the attached Plan as a Policy which will state the City's intention to establish water conservation goals when called upon to do so by DMWW. The City can then pursue an appropriate amendment to the City Code which will include enforcement provisions. It may take several months to work through all of the Code issues. Having the Plan established as a Policy puts something in place now which becomes the basis for the enforcement provisions in the Code. I believe DMWW would appreciate the City acting on this now before the warm weather and the potential need for conservation measures occurs. I am planning to include a Resolution on the 3/17 agenda approving the Plan.

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
www.cityofbondurant.com

515 WATER CONSERVATION PLAN

515.1 INTRODUCTION

This plan will apply to all water customers of the City of Bondurant.

The intent of the City of Bondurant Water Conservation Plan is to manage system demand so customers do not experience pressure, quality, or availability issues during periods of extreme water demand or during other times when water availability may be limited due to other events, such as raw water shortage, water quality events, or system failures.

The goal at each stage in the plan is to reduce system demands to 85% or less of the “Current Capacity” to produce safe drinking water, as defined in this plan.

The City of Bondurant purchases its water from Des Moines Waterworks. Nominal capacity of the Des Moines Water Works system is 100 MGD. Winter demand in a typical year averages approximately 40 MGD as shown in Figure A. Seasonal outdoor water use including moderate irrigation, increases demand to an average of approximately 60 MGD during the summer months as shown in Figure A. The majority of demand above 60 MGD is attributed to be irrigation. Heavy irrigation causes spikes in demand which can reach more than 95 MGD.

Based on historic consumption patterns, irrigation, primarily turf irrigation, accounts for as much as 40 MGD of demand during heavy irrigation periods. Thus, a 25% reduction in irrigation should result in a 10 MGD reduction in total demand to approximately 85 MGD, a reduction of more than 10% compared to peak demand otherwise expected. This is the premise of Stage I. Stage I may be skipped if a water shortage occurs during a time of year when irrigation demand is not significant.

Based on historic consumption patterns, total outdoor water use accounts for as much as 50 MGD of demand during heavy irrigation events. Thus, a 50% reduction in outdoor water use should result in a 25 MGD reduction in total demand to 70 MGD, a reduction of more than 25% compared to peak demand otherwise expected. This is the premise of Stage II. Stage II may be skipped if a water shortage occurs during a time of year when outdoor water use is not significant.

Based on the foregoing analysis, that irrigation accounts for as much as 40 MGD of the demand during heavy irrigation periods, and understanding that the vast majority of this is turf irrigation, prohibiting turf irrigation should result in a 40 MGD reduction in total demand to approximately 55

MGD, a reduction of more than 40% compared to peak demand otherwise expected. This is the premise of Stage III. Stage III may be skipped if a water shortage occurs during a time of year when irrigation demand is not significant.

Limiting consumption to a representative average of off peak months, plus or minus a small allowance, will result in a demand of approximately 40 MGD, a reduction of nearly 60% compared to peak consumption. This is the premise of Stage IV.

The stages of this plan are not necessarily consecutive. When a water shortage occurs the stage deemed most appropriate for the conditions will be implemented.

515.2 CURRENT CAPACITY TO PRODUCE SAFE DRINKING WATER AND EXPECTED PEAK DEMAND

515.2.1 The current capacity to produce safe drinking water on any day is referred to “Current Capacity” or C_{Total} . Current Capacity is defined as the amount of water Des Moines Water Works can produce and deliver on any day taking into consideration raw water availability and quality, seasonal treatment efficacy, and any mechanical or operational issues on that given day. The number will vary seasonally and may vary day to day depending on specific water quality and operational conditions. Current Capacity is computed as the sum of the daily capacities of the individual Des Moines Water Works treatment plants and may be expressed in the following formula:

$$C_{Total} = C_{Fleur} + C_{McMullen} + C_{Saylorville}$$

Current Capacity will be evaluated on a daily basis when there is potential for a water shortage. Des Moines Water Works Water Production staff will perform the daily evaluation and report the Current Capacity in Million Gallons per Day.

515.2.2 “Expected Peak Demand” is defined as the peak daily demand that is expected by the Des Moines Water Works without implementation of water shortage measures under this plan.

515.3 STAGE I: VOLUNTARY 25% REDUCTION IN TURF IRRIGATION

515.3.1 TRIGGER

During a period of substantial irrigation demand, when Expected Peak Demand reaches 90% of Current Capacity or system demand is generating a high number of areas with low pressure, or there are other indications that without wise usage of water, a shortage could occur.

515.3.2 ANTICIPATED IMPACT

It is anticipated that Stage I will most likely be triggered during peak irrigation season. In a typical year irrigation can account for as much as 40 MGD of demand on a peak day. If this is the case, a 25% reduction in irrigation will result in a 10 MGD reduction in total demand. At peak demand 10 MGD would be more than a 10% reduction.

515.3.3 GOAL

A 10% reduction in system demands as compared to Expected Peak Demand.

515.3.4 ACTION

515.3.4.1 Request a **city wide** 25% reduction in lawn irrigation.

515.3.4.2 Encourage customers to optimize their irrigation systems so water is not directed onto impervious surfaces and turf is not overwatered.

515.3.4.3 Recommend customers irrigate on alternate days, by a system under which even numbered addresses water only on even days of the month, and odd-numbered addresses water only on odd-numbered days of the month.

515.3.4.4 Suspend any maintenance hydrant flushing except for water quality purposes. Require contractors engaging in hydrant flushing to do so overnight or other times of typically low water use.

515.3.4.5 Minimize high water use activities such as street sweeping.

515.3.5 ENFORCEMENT

There will be no enforcement at this stage.

515.4 STAGE II: VOLUNTARY 50% REDUCTION IN OUTDOOR WATER USE (INCLUDING TURF IRRIGATION)

515.4.1 TRIGGER

During a period of substantial irrigation demand, after Stage I has been implemented and failed to achieve an adequate reduction in consumption, when Expected Peak Demand exceeds 90% of Current Capacity, or system demand continues to generate areas of low pressure, or there are other indications that without further reductions in demand, a shortage could occur.

515.4.2 ANTICIPATED IMPACT

It is anticipated that Stage II will most likely be triggered during the peak outdoor water use season. In a typical year outdoor water use can account for as much as 50 MGD of demand on a peak day. If this is the case, a 50% reduction in outdoor water use will result in a 25 MGD reduction in total demand. At peak demand 25 MGD would be more than a 25% reduction.

515.4.3 GOAL

A 25% reduction in system demands as compared to Expected Peak Demand.

515.4.4 ACTION

515.4.4.1 Request customers further reduce water consumption by taking the following measures in addition to those implemented in Stage I:

515.4.4.1.1 Request a **city wide** 50% reduction in outdoor water use.

515.4.4.1.2 Remind customers to optimize their irrigation systems so water is not directed onto impervious surfaces and turf is not overwatered.

515.4.4.1.3 Reinforce the recommendation for customers to irrigate on alternate days.

515.4.4.1.4 Encourage wise use of water during outdoor activities including washing cars, playing in the sprinkler, playing with water toys, and filling swimming pools.

515.4.4.1.5 Encourage wise use of water indoors including identifying and repairing leaking fixtures, washing only full loads in dishwashers and washing machines, shorter showers, etc.

515.4.5 ENFORCEMENT

There will be no enforcement at this stage.

515.5 STAGE III: TURF IRRIGATION PROHIBITED AND NO USE OF AUTOMATIC IRRIGATION SYSTEMS

515.5.1 TRIGGER

During a period of substantial irrigation demand, after Stage I and Stage II have been implemented and failed to achieve an adequate reduction in consumption, when Expected Peak Demand exceeds 90% of Current Capacity, or system demand continues to generate areas of low pressure, or there are other indications that without further reductions in demand, a shortage could occur.

515.5.2 ANTICIPATED IMPACT

It is anticipated that Stage III will most likely be triggered during peak irrigation season. In a typical year irrigation, primarily turf irrigation, can account for as much as 40 MGD of demand on a peak day. If this is the case, prohibiting irrigation will result in a 40 MGD reduction in total demand. At peak demand 40 MGD would be almost a 40% reduction.

515.5.3 GOAL

A 40% reduction in system demands as compared to Expected Peak Demand.

515.5.4 ACTION

Require customers to further reduce water consumption by suspending **all** turf irrigation and the use of **all** automatic irrigation systems. This reduction is in addition to all steps implemented in Stage I and Stage II.

515.5.5 ENFORCEMENT

Customers observed by the City irrigating in violation of this policy will be notified by a tag left at the property. If irrigation is not suspended within 12 hours, water service will be terminated and the published termination fee will apply. Water service will be restored only upon receipt, by the City, of an undertaking by the customer that the customer understands and will comply with the mandatory conservation measures. Any subsequent violation will result in further termination of service.

In addition the use of water for irrigation in violation of this plan shall be deemed an unauthorized use of water as set out in Section 90.XX of the City Code and shall be subject to prosecution as a Municipal Infraction which shall include imposition of any fines applicable to a Municipal Infraction violation.

515.6 STAGE IV: WATER RATIONING

515.6.1 TRIGGER

During periods of substantial irrigation demand, after Stage I, Stage II, and Stage III have been implemented and failed to achieve an adequate reduction in consumption, when Expected Peak Demand exceeds 90% of Current Capacity, or

system demand is generating a high number of areas with low pressure, or there are other indications that without wise usage of water, a shortage could occur.

Stage IV may also be invoked, without resort to Stages I through III, if Expected Peak Demand exceeds 90% of Current Capacity for any reason that cannot be addressed by the measures contemplated by Stages I through III.

515.6.2 ANTICIPATED IMPACT

It is anticipated that Stage IV will only be triggered in the event of a significant and severe water shortage, or other event, which severely reduces capacity relative to demand. In this case a reduction in demand to the lowest level which will meet public health and safety standards will be sought.

515.6.3 GOAL

A reduction in system demands as compared to Expected Peak Demand sufficient to allow the Des Moines Water Works to meet public health and safety standards.

515.6.4 ACTION

Water rationing measures will be implemented and enforced by application of an Emergency Water Shortage Rate. In order to implement such rate the City shall set a target level for demand consistent with its Current Capacity and shall use such target to establish a “Rationing Factor” as defined in this Plan. All customers will be asked to reduce their consumption to a level at or below a “Stage IV Monthly Water Ration”, and consumption above such level will be charged at the Emergency Water Shortage Rate intended to strongly discourage consumption above such level.

515.6.5 ENFORCEMENT

“Stage IV Monthly Water Ration” means for each customer the Typical Off-Peak Consumption of such customer multiplied by an announced Rationing Factor. “Typical Off-Peak Consumption” shall be computed as of the date that Stage IV is invoked as the mean monthly consumption of the customer for the immediately preceding months of March, April, and May. The Rationing Factor shall be a percentage, which may be above or below 100%, as announced by the City and designed to effectively reduce consumption to the level as required by the prevailing circumstances.

While Stage IV is in effect all water used beyond the Stage

IV Monthly Water Ration for each customer will be billed at the “Emergency Water Shortage Rate”. The Emergency Water Shortage Rate shall be four times the rate otherwise applicable to such customer. Customers may appeal the Typical Off-Peak Consumption level determined for the customer as the basis for the customer’s bill as inaccurate or inequitable under the circumstances applicable to the customer. Appeals must be submitted in writing and will be considered on a case-by-case basis as provided under these Rules and Regulations.

Resolution: #14-44

Agenda Item: #16

Date: March 17, 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., for building inspection 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

Michelle Wells

From: Mark Arentsen [marentsen@cityofbondurant.com]
Sent: Thursday, January 30, 2014 4:21 PM
To: 'keith ryan'; 'Curt Sullivan'; 'Amy Bog awards'; ejohnson@wellsfargo.com; 'Brian Lohse'; 'Wes Enos'
Cc: 'Michelle Wells'; ldunham@cityofbondurant.com; 'Shelby Hagan'; 'Misty Richardson-Kugler'
Subject: Building Inspection
Attachments: Building permit fees 1-30-14.pdf

Attached are two proposals for building inspection services, one from the City of Altoona and one from Veenstra & Kim. The proposals are effective 7/1/14. The V&K offer is clearly less expensive, especially in the second and third year. The figures in V&K's proposal are a small amount more than we are currently paying. V&K has stated that they foresee future charges to Bondurant to increase a couple per cent each year. I gave Altoona City Administrator Jeff Mark a copy of the V&K proposal today. I stated that the City of Bondurant is willing to consider another offer from the City of Altoona, but it would need to be soon. At this point I am planning to include a Resolution on the March 3 Council agenda approving a contract with V&K for building inspection services. Jeff stated that he understood why Bondurant is pursuing the V&K option. He didn't seem to have any significant objection to this change.

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
www.cityofbondurant.com

Michelle Wells

From: Mark Arentsen [marentsen@cityofbondurant.com]
Sent: Thursday, January 30, 2014 11:57 AM
To: 'Michelle Wells'
Subject: FW: Building Inspection Fee Proposal
Attachments: v and k bondurant inspection fees1.xls

Michelle, Please include a Resolution approving the attached proposal on the 3/3 agenda.

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
www.cityofbondurant.com

From: Greg Roth [<mailto:groth@v-k.net>]
Sent: Wednesday, January 29, 2014 5:03 PM
To: Mark Arentsen
Subject: Building Inspection Fee Proposal

Mark

Attached is our building inspection fee rate proposal for the City of Bondurant. This proposal is predicated on a start up of July 1, 2014 and activity levels staying somewhat consistent and close to the current pace experienced in 2012 and 2013.

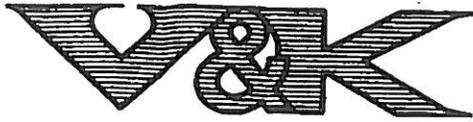
I've shown our fees in each category in the color blue in the spreadsheet for easy comparison to those of the City of Altoona rates you shared this week. We would be willing to discuss this further with yourself and or Council to answer questions and to address any concerns.

Specific details of the arrangement could be finalized at a later time if this proposal is found to be of sufficient interest to develop a full agreement for these services.

We appreciate this opportunity to broaden our services to the City of Bondurant and look forward to a continued relationship. Please do not hesitate to call or email

Greg

Greg Roth
VEENSTRA & KIMM, INC
3000 Westown Pkwy
West Des Moines Iowa 50266
office 515 225 8000
cell 515 669 0720



March 11, 2014

Mark Arentsen
City Administrator
City of Bondurant
200 Second Street NE
P.O. Box 37
Bondurant, Iowa 50035

CITY OF BONDURANT, IOWA
BUILDING INSPECTION SERVICES
ELECTRICAL INSPECTION

This letter is a follow up to the issue of the electrical inspection as part of the building inspection services for the City of Bondurant. In 2009, the State of Iowa started a new program under which electrical contractor licensing is handled by the State of Iowa. The State of Iowa added a number of certified electrical inspectors to provide this type of inspection service.

The State of Iowa imposed new requirements for building inspectors that can provide electrical inspections. Those requirements become effective in 2014. The new electrical inspector requirements are significantly more stringent than the current requirements for an electrical inspector. It is anticipated there will be a significant reduction in the number of available certified electrical inspectors once the new requirements become effective.

The State of Iowa has established a new online scheduling and payment program for electrical inspectors. The electrical contractors very much favor the State inspection program because they establish a relationship with a single inspector and are familiar with that inspectors requirements and schedule of inspections. Payment for the electrical inspections is made online by the contractor or for larger electrical inspectors by monthly account.

What has occurred over the last four or five years is many cities that previously provided electrical inspection have stopped providing that inspector service as contractors are migrating toward the State electrical inspection program. There is a sense as the State electrical inspection program becomes more wide spread additional cities providing electrical inspection will begin deferring to the State electrical inspector program.

There is no requirement for a city to participate in the State electrical inspection program. Each city is free to determine whether they will provide their own electrical inspection, or defer to the State program. The only requirement is going forward the electrical inspectors will need to be certified under the new State program.

Veenstra & Kimm, Inc.'s current building inspection clients is the electrical contractors have requested the city move to the State program. As cities have moved to the State program the demand for electrical inspection has decreased.

If the City of Bondurant retains Veenstra & Kimm, Inc. to provide building inspection services there are two options available. One option would be to continue the current program of the City providing electrical inspection. This option would require Veenstra & Kimm, Inc. to have a certified electrical inspector under the new requirements that become effective in 2014.

The second option is for the City to defer to the State electrical inspection program. Under this option the building permit issued by the City would cover all inspections except the electrical inspector. The contractor undertaking the electrical work would be responsible to arrange for the electrical inspection. This program is contractor driven and not builder or homeowner driven.

Under either program the building inspection fees would stay the same as they current exist. The allocation of fees under the building inspection agreement would not be affected.

If the City elects to participate in the State inspection program the contractor would include within its price whatever component of the State fee charged by the electrical inspection program it may wish to pass through. In Veenstra & Kimm, Inc.'s experience pass through does occur, but not on a universal basis. For a typical single family residence the cost for the inspection is small enough it is often reflected in the total cost or is a pass through cost. The cost is typically in the range of \$200 or less for a new single family residence.

Veenstra & Kimm, Inc. is currently working to secure the services of an electrical inspector certified under the new program. However, many of the electrical inspectors have not yet obtained their certification. The availability of certified inspectors under the new program is still uncertain. If Veenstra & Kimm, Inc. can retain the services of an electrical inspector our recommendation would be the first option of the City providing the service.

If Veenstra & Kimm, Inc. is not able to secure the services of an electrical inspector the option would be to defer to the State electrical inspection program. Veenstra & Kimm, Inc. should have a determination of whether we can retain a certified electrical inspector by the end of April.

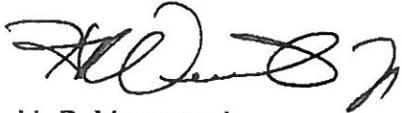
Mark Arentsen
March 11, 2014
Page 3

If Veenstra & Kimm, Inc. is able to retain a certified electrical inspector the City would require no additional action. If the City elects to move to the State electrical inspection program it will be necessary for the City to amend its building inspection ordinance to incorporate that requirement. There are no other changes as it relates to fees or inspections other than the change to require the participation in the State electrical inspection program.

Enclosed are two copies of the proposed agreement for building inspection services. The provision with respect to electrical inspection provides for a determination date by May 1, 2014. This determination date will affect the procedures for inspection, but does not affect the financial aspects of the agreement. Under both options there is no change in the fee structure for building inspection services.

If you have any questions or comments concerning the project, please contact the writer at 225-8000.

VEENSTRA & KIMM, INC.



H. R. Veenstra Jr.

HRVjr:pjh
4284
Enclosure

AGREEMENT

BUILDING INSPECTION BONDURANT, IOWA

THIS AGREEMENT, made and entered into this ____ day of _____, 2014 by and between the **CITY OF BONDURANT, IOWA**, a municipal corporation, hereinafter referred to as the **City**, and **VEENSTRA & KIMM, INC.**, a corporation organized and existing under the laws of the State of Iowa, hereinafter referred to as the **Engineer**.

WITNESSETH: THAT WHEREAS, the City has enacted by ordinance certain codes for building standards for construction within the City, and

WHEREAS, the Code of Ordinances provides for the appointment of a building official responsible for the enforcement of the building, plumbing, mechanical, fire and dangerous building code, and

WHEREAS, the Mayor and City Council desire to appoint and confirm the appointment of the Engineer as the building inspector.

NOW, THEREFORE, the parties agree that the retention of the Engineer as building inspector shall be subject to the following terms and conditions, to wit:

1. **SCOPE OF SERVICES.** The Engineer agrees to provide those services necessary to comply with the requirements of the building code ordinance and zoning ordinance. With said services including but not necessarily limited to the following:
 - a. Provide inspection of new construction, remodeling, renovation, and other associated services for structures in accordance with the Code of Ordinances of the City of Bondurant, Iowa.
 - b. Coordinate building code inspection and enforcement with fire code inspection according to City policy and procedure.
 - c. Review applications and issue permits for building construction, and renovation including plumbing and mechanical permits where required.
 - d. Follow City procedures and prepare necessary forms for initial inspection, follow-up and final inspection on all assigned projects including issuance of appropriate occupancy permits.
 - e. Perform required plan checks and site plan reviews in accordance with applicable standards as requested by the City.

- f. Attend meetings of the City Council, Plan and Zoning Commission and Board of Adjustment when required.
- g. Assess structural damage to commercial and industrial buildings caused by fire or natural disaster.
- h. Advise the City of current trends and changes in the construction field and building code requirements when applicable.

The scheduling of said appointments will be handled by the Engineer and will be focused on two specific days of the week, each and every week. If the work load of these inspections is such that two days are not sufficient, a third day will be added to the schedule during those times where two days are not sufficient.

These two days will be determined and mutually agreed upon by both the City and the Engineer. A joint notice will be created and sent to likely companies in need of these services.

The City supply a work space, non permanent, for the building inspection staff of the Engineer. Access to phone and internet may be needed.

2. **ELECTRICAL ENFORCEMENT AND REVIEW.** The electrical enforcement will either be undertaken by the Engineer or the electrical enforcement and review will be undertaken by the State of Iowa electrical inspection program. The Engineers will notify the City by May 1, 2014 of the method by which the electrical enforcement and review will be undertaken as of July 1, 2014. The method of electrical enforcement and review may be changed by the Engineers based on 90 days notice to the City. This provision is intended to recognize the dynamic nature of electrical enforcement and review under the expanding State of Iowa electrical inspection program.
3. **PLAN REVIEW AND CHECKING.** In accordance with the provisions of the building codes, a plan review and plan check fee may be required for certain commercial development. The Engineer shall make a determination for those projects subject to the plan review requirement whether the plan review is required. In making such judgement the Engineer shall not require the plan review unless such plan review is required for an evaluation and analysis of the proposed improvement.
4. **INDEMNIFICATION AND INSURANCE.** The Engineers shall and hereby agrees to hold and save the City harmless from any and all claims, settlements and judgments, to include all reasonable investigative fees, attorney's fees, suit and court costs for personal injury, property damage, and/or deaths or damages arising out of the Engineers' or any of its agents' and servants' and employees' negligent acts, errors or omissions for services under this Agreement.

The Engineers shall provide evidence of comprehensive general liability coverage and contractual liability insurance by an insurance company licensed to do business in the State of Iowa in the limits of at least \$1,000,000 each personal injury accident and/or death; \$1,000,000 each aggregate personal injury and/or death; and \$1,000,000 for each property damage accident. The evidence shall also state that it cannot be canceled or materially altered without giving the City at least thirty (30) days written notice.

The Engineers shall also provide evidence of automobile liability coverage in the limits of at least \$1,000,000 bodily injury and property damage combined. The evidence shall also state that it cannot be canceled or materially altered without giving the City at least thirty (30) days written notice by registered mail.

The Engineers shall and hereby agrees to hold and save the City harmless from any and all claims, settlements and judgments, to include all reasonable investigative fees, attorney's fees, suit and court costs for all personal injury and death to any and all of the Engineers' agents, servants and employees occurring under the Workers Compensation Act of the State of Iowa, and shall provide evidence that such insurance is carried in the statutory limits. The Engineers shall also be protected against claims for injury, disease or death of employees which, for any reason, may not fall within the provisions of the Workers Compensation law.

The Engineers shall provide evidence of errors and omissions insurance by insurance company licensed to do business in the State of Iowa, in the limit of \$1,000,000 for claims arising out of the professional errors and omissions of the Engineers. The evidence shall also state that it cannot be canceled or materially altered without giving the City at least thirty (30) days written notice by registered mail.

5. **COMPENSATION.** The City shall compensate the Engineers a lump sum amount for each building inspection activity in accordance with the attached table of fees, see 'Attachment A'

Plan Check Fee. If a plan check fee is required for a building inspection project, compensation to the Engineers for the plan check fee is in the same percentage as the percentage of the basic building inspection fee for the Engineer and in addition to said building inspection fee.

6. **PAYMENT.** The City shall make payment to the Engineer fees due for building inspection and plan check within thirty (30) days after the receipt of the fee from the applicant.
7. **REPORTING.** The Engineer shall prepare and present to the City a written report each month setting forth the status of all active building permits. A building permit shall be considered an active building permit until the certificate of occupancy has been issued or the project has been abandoned.

8. **TERMINATION.** This Agreement may be terminated by either party upon ninety (90) days written notice.

9. **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 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 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 have hereunto subscribed their names on the date first written above.

CITY OF BONDURANT, IOWA

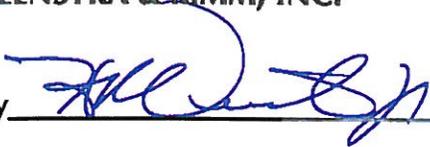
ATTEST:

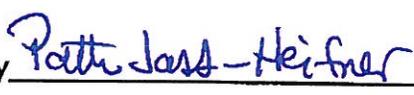
By _____
Mayor

By _____
City Clerk

VEENSTRA & KIMM, INC.

ATTEST:

By  _____

By  _____

ATTACHMENT A

	PROPOSED FEES <u>FY 14/15</u>	PROPOS ED FEES <u>FY 15/16</u>	PROPOSED FEES <u>FY 16/17</u>
One and Two Family Dwellings	\$500 (1)	\$510	\$520
Multi Family/More than two family dwelling Apartments/Condominiums	65%	65%	65%
Commercial - all users	65%	65%	65%
All other structures	65%	65%	65%
Electrical/Plumbing/Mechanical	65%	65%	65%
Commercial Plan Review/Site Plan review	\$80/hr	*	*
Weekend and after hours Service	\$80/hr	*	*
Each Inspection conducted prior to permit issued by Altoona	\$80/hr	*	*
RETAINER BASE AMOUNT	0 (2)	\$0	\$0

* Hourly Rates have historically gone up between 2.5 and 3.5% annually

(1) The fee per dwelling unit in this category would go up \$10/year for 5 years

(2) V&K will not charge a retainer fee to Bondurant for building inspection services

2013 data includes (1) 80 homes, (2) comparable commercial developments from last year and (3) other permit fees totaling near \$48K

If the building construction/permitting activity significantly drops below the 2013 level, both parties would agree to revisit the rates above.

Veenstra to Kim

PROPOSED FEES TO CITY OF BONDURANT							
PROPOSED V&K FEE STRUCTURE							
	CURRENT FEES	PROPOSED FEES FY 14/15	PROPOSED FEES FY 14/15	PROPOSED FEES FY 15/16	PROPOSED FEES FY 16/17	PROPOSED FEES FY 16/17	
One and Two Family Dwellings	\$400.00	\$500.00	\$500 (1)	\$550.00	\$510	\$600.00	\$520
Multi Family/More than two family dwelling Apartments/Condominiums	60% of Fee	70% of Fee	65%	75% of Fee	65%	80% of Fee	65%
Commercial - all users	60% of Fee	70% of Fee	65%	75% of Fee	65%	80% of Fee	65%
All other structures	60% of Fee	70% of Fee	65%	75% of Fee	65%	80% of Fee	65%
Electrical/Plumbing/Mechanical	60% of Fee	70% of Fee	65%	75% of Fee	65%	80% of Fee	65%
Commercial Plan Review/Site Plan review	\$50.00/HR	\$60.00/HR	\$80/hr	\$65.00/HR	*	\$70.00/HR	*
Weekend and after hours Service	\$50.00/HR	\$60.00/HR	\$80/hr	\$65.00/HR	*	\$70.00/HR	*
Each Inspection conducted prior to permit issued by Altoona	\$50.00/HR	\$60.00/HR	\$80/hr	\$65.00/HR	*	\$70.00/HR	*
RETAINER BASE AMOUNT	\$ -	\$ -	0 (2)	\$ 25,000.00	\$0	\$50,000.00	\$0
PROJECTED FEE BASED ON 2013 DATA		\$116,100	\$111,000			\$194,300	\$115,100
* Hourly Rates have historically gone up between 2.5 and 3.5% annually							
(1) The fee per dwelling unit in this category would go up \$10/year for 5 years							
(2) V&K will not charge a retainer fee to Bondurant for building inspection services							
2013 data includes (1) 80 homes, (2) comparable commercial developments from last year and (3) other permit fees totalling near \$48K							
If the building construction/permitting activity significantly drops, both parties would agree to revisit the rates above.							

City of Altoona

PROPOSED FEES TO CITY OF BONDURANT		PROPOSED FEES	PROPOSED FEES	PROPOSED FEES
	CURRENT FEES	FY 14/15	FY 15/16	FY 16/17
One and Two Family Dwellings	\$400.00	\$500.00	\$550.00	\$600.00
Multi Family/More than two family dwelling Apartments/Condominiums	60% of Fee	70% of Fee	75% of Fee	80% of Fee
Commercial - all users	60% of Fee	70% of Fee	75% of Fee	80% of Fee
All other structures	60% of Fee	70% of Fee	75% of Fee	80% of Fee
Electrical/Plumbing/Mechanical	60% of Fee	70% of Fee	75% of Fee	80% of Fee
Commercial Plan Review/Site Plan review	\$50.00/HR	\$60.00/HR	\$65.00/HR	\$70.00/HR
Weekend and after hours Service	\$50.00/HR	\$60.00/HR	\$65.00/HR	\$70.00/HR
Each Inspection conducted prior to permit issued by Altoona	\$50.00/HR	\$60.00/HR	\$65.00/HR	\$70.00/HR
RETAINER BASE AMOUNT	\$ -	\$ -	\$ 25,000.00	\$50,000.00

Resolution: #14-45

Agenda Item: #17

Date: March 17, 2014

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

That the following appointments are hereby approved as presented.

Name	Board / Position	Term Expiration
Leo Kolo	Board of Adjustment	12-31-18
Megan McCallister	Tree Board	12-31-17
Roy McCleary	Storm Water Advisory	12-31-15
Leon Von Stein	Storm Water Advisory	12-31-15

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

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Appointing a representative to the Bondurant Public Library Board of Trustees.

Agenda Date: March 4, 2014

Contact Individual: Sarah Boese, Board Executive Assistant
Board of Supervisors
286-3895

Previous Action taken by the Board: 12/18/07

Board/Commission Actions: N/A

Action Requested (Recommended): Appoint Amanda Pitts as Polk County's rural representative to the Bondurant Public Library Board of Trustees.

Comply with Policy: Yes

Background: The City of Bondurant Ordinance requires the Bondurant City Council and Polk County Board of Supervisors appoint a resident to represent rural Polk County on the Bondurant Public Library Board of Trustees. The City of Bondurant is requesting that Polk County appoint Amanda Pitts to a six year term as Polk County's representative.

Action Impact: Appoints Amanda Pitts as Polk County's rural representative on the Bondurant Public Library Board of Trustees.

Fiscal Note:

Fiscal Year	Budget- ed? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
13/14	N					
14/15	N					

Additional Fiscal Note Information (optional):

RESOLUTION

MOVED by Van Dore SECONDED by Connolly

that the following Resolution be adopted:

WHEREAS, the Polk County Board of Supervisors has the responsibility to appoint representatives to certain boards, committees and commissions, and

WHEREAS, appointments are necessary to fill the following positions.

NOW, THEREFORE BE IT RESOLVED that the Polk County Board of Supervisors hereby appoints the individual named below, effective upon passage of this Resolution, to the board specified and the indicated term.

Organization

Term Expires

Bondurant Public Library Board of Trustees
Amanda Pitts 12320 NE 112th Street, Bondurant

12/31/19

POLK COUNTY BOARD OF SUPERVISORS

John F. Mauro
John F. Mauro, Chair

SUBMITTED BY:

Sarah Boese

Sarah Boese
Board Executive Assistant

FY13/14#
Fiscal Impact: None

ROLL CALL	Steve Van Oort	Yea	Nay
FOR ALLOWANCE	Robert Brownell	Yea	Nay
	Tom Hockensmith	Yea	Nay
	Angela Connolly	Yea	Nay
	John F. Mauro	Yea	Nay

MAR - 4 2014

ALLOWED BY VOTE OF BOARD
John F. Mauro
CIVIL PERSON
Yea 5 Nay 0
Above tabulation made by BS

#24