

Posting Date: February 19, 2016

**NOTICE OF A SPECIAL MEETING  
BONDURANT CITY COUNCIL  
February 22, 2016**

**NOTICE IS HEREBY GIVEN** that a Regular Meeting of the City Council will be held at 6:00 p.m. on Monday, February 22, 2016, 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. Guests requesting to address the City Council
7. **PRESENTATION** - BRSC Proposal, Todd Wilson
8. **RESOLUTION NO. 16-36** - Resolution approving the BRSC Lease to Manage Proposal for CY 2016
9. Reports / Comments and appropriate action thereon:
  - a. Mayor
  - b. City Administrator
  - c. Council Members
10. Adjournment

**City Council Meetings:**

- Regular Meeting, March 7, 2016
- Regular Meeting, March 21, 2016
- Regular Meeting, April 4, 2016
- Regular Meeting, April 18, 2016

The Bondurant City Council maintains the right to waive the first and second readings of ordinances presented and may pass the third and final reading of the same ordinance within the same council meeting.

CITY OF BONDURANT  
RESOLUTION NO. 16-36

RESOLUTION APPROVING THE BONDURANT RECREATIONAL SPORTS  
COMPLEX (BRSC) LEASE TO MANAGE PROPOSAL FOR CY 2016

WHEREAS, the proposed private business would be responsible for the operations and management of the Bondurant Recreational Sports Complex (BRSC); AND

WHEREAS, a fixed fee to Little League based on a ten-week season; AND

WHEREAS, a newly formed BRSC non-profit committee will be created; AND

WHEREAS, mandatory membership on this committee for all who wish to utilize the complex; AND

WHEREAS, the committee would be responsible for fundraising for the complex; AND

WHEREAS, a written policy regarding people permitted to the committee and rental of the facility; AND

WHEREAS, a mandatory volunteer work week in the spring and in the fall for the committee; AND

WHEREAS, the leasing company would have full authority to negotiate all rental agreements during the 2016 CY; AND

WHEREAS, the leasing company would offer adult recreational programs; AND

WHEREAS, the leasing company would possess an annual alcohol permit based on the administration of sales by an approved third party; AND

WHEREAS, after year 2 through year 5, all sales not through Little league would have a 10% commission donation to the infrastructure committee; AND

WHEREAS, a formal lease proposal is needed from the perspective lessee which will then be reviewed and approved by the City Attorney prior to final lease approval action by the City Council,

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Bondurant, Iowa, that BRSC Lease to Manage Proposal for CY 2016, is hereby approved as presented.

Passed this 22nd day of February, 2016,

By: \_\_\_\_\_  
Curt Sullivan, Mayor

ATTEST: I, Shelby Hagan, City Clerk of Bondurant, 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.

\_\_\_\_\_  
Shelby Hagan, City Clerk

Name	Yay	Nay	Abstain	Absent
Lohse				
Peffer				
Enos				
Keeler				
Elrod				

1/12/16

## BRSC Lease to Manage Proposal

**At Issue:** The BRSC poses sophisticated operational and management requirements which include part time seasonal labor and management; rental agreements and the ability to meet the needs of those agreements, the full access and enjoyment of our communities youth in both Little League and Travel Teams, a recreational offering to all community members in both park access and sports leagues, potential further utilization of the park for other community events, and the overall improvements and maintenance in both fields and facilities.

**Proposal:** Operational and Management lease to a private business who's responsibility would be the employment of seasonal staff to prep fields, host events, make rental agreements, operate concessions, and report to the identified city department on infrastructure conditions.

### Key Concepts:

- A Fixed Fee to Little League based on a 10 week season from April 1 through the 2<sup>nd</sup> week of June. Proposed fee: \$4,200.00
- A newly formed BRSC non-profit committee run through the Little League Non-Profit status. Mandatory membership on this committee for any private teams wishing to rent fields for practices. This committee would be responsible for fund raising for all infrastructure improvements related to fields, capital equipment, fencing, etc.
- A written policy on who is allowed to sit on that committee and thus allowed to rent the facility.
- A mandatory volunteer work week prior to the spring and following fall to prepare the BRSC for operations and winter. Those required to participate would be those represented by the infrastructure committee.
- Leasing company would have full authority to negotiate all rental agreements from Jan. 1 to Dec. 31.
- Leasing company would offer adult recreational programs such as slow pitch, dodge ball, kick ball, and others. Programs would have basic minimum entry requirements.
- Leasing company would be allowed an annual alcohol permit based on the administration of sales by an approved 3<sup>rd</sup> party.
- After year 2 through year 5; all sales not through Little League would have a 10% commission donation to the infrastructure committee.