

Posting Date: March 4, 2016

**NOTICE OF A REGULAR MEETING  
BONDURANT CITY COUNCIL  
MARCH 7, 2016**

**NOTICE IS HEREBY GIVEN** that a Regular Meeting of the City Council will be held at 6:00 p.m. on Monday, March 7, 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. Consent Agenda:  
*All items listed below are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member or citizen so requests, in which event the item will be removed from the Consent Agenda and considered separately.*
  - a. Approval of the City Council Meeting Minutes of February 16, 2016 & February 22, 2016
  - b. Receive and File - Parks and Recreation Board Meeting Minutes of January 21, 2016
  - c. Receive and File - Planning and Zoning Commission Minutes of February 11, 2016
  - d. Receive and File - Bondurant Community Library March 2016 Report & February 03, 2016 Minutes
  - e. Claims Report
  - f. Utility Delinquent Listing
  - g. Tax Abatement Applications
7. Polk County Sheriff's Report
8. Guests requesting to address the City Council
9. **PUBLIC HEARING - 16-41** - Proposed City of Bondurant Municipal Budget for Fiscal Year 2016/2017 and Certification of City Taxes
10. **RESOLUTION NO. 16-37** - Resolution adopting City of Bondurant Municipal Budget for Fiscal Year 2016/2017 and Certification of City Taxes
11. **RESOLUTION NO. 16-38** - Resolution approving the renewal license of the Class C Beer Permit (BC) and Class B Wine Permit for The Brick Street Market, LLC, 114 Brick Street, Southeast
12. **RESOLUTION NO. 16-39** - Resolution approving the Sandra Miller Annexation Petition
13. **RESOLUTION NO. 16-40** - Resolution approving the Part-Time Paramedic Job Description
14. **RESOLUTION NO. 16-41** - Resolution approving the Seasonal Groundskeeper/Landscaper Job Description
15. **RESOLUTION NO. 16-42** - Resolution approving the BRSC Field Worker Job Description
16. **RESOLUTION NO. 16-43** - Resolution approving the route for the Live Healthy Iowa 5K scheduled April 9, 2016

17. **RESOLUTION NO. 16-44** - Resolution approving the Final Plat of Renaud Heights Plat 3
18. **RESOLUTION NO. 16-45** - Resolution approving the Special Events Application
19. **ORDINANCE 16-205** - (First Reading) Ordinance amending Chapter 99, Sewer Service Charges, reducing the sewer rate \$.25/thousand gallons of water used effective 7/1/16
20. **ORDINANCE 16-206** - (First Reading) Ordinance amending Chapter 92, Water Rates
21. **ORDINANCE 16-204** - (First Reading) Ordinance adding Chapter 124, Mobile Food Vendor
22. Discussion Items –
  - a. Sewer Report, Smith Sewer
  - b. BRSC Lease Proposal
23. Reports / Comments and appropriate action thereon:
  - a. Mayor
  - b. City Administrator
  - c. Council Members
  - d. City Attorney
24. Adjournment

City Council Meetings:

- Regular Meeting, March 21, 2016
- Regular Meeting, April 04, 2016
- Regular Meeting, April 18, 2016
- Regular Meeting, May 2, 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.

BONDURANT CITY COUNCIL  
Minutes  
February 16, 2016 6:00 P.M.  
Bondurant City Center

1. Roll Call

Present: Mayor Curt Sullivan, Council Member Doug Elrod, Council Member Bob Peffer, Council Member Wes Enos, Council Member Jennifer Keeler, Council Member Brian Lohse

Absent:

City Officials

Present: City Administrator Mark Arentsen, City Clerk Shelby Hagan

2. Call to Order and Declaring a Quorum

Mayor Curt Sullivan called the meeting to order at 6:02 p.m. and declared a quorum.

3. Pledge of Allegiance

4. Abstentions declared - None.

5. Perfecting and Approval of the Agenda

Motion made by Enos, seconded by Keeler, to approve the agenda. Vote on Motion 5-0. Motion declared carried unanimously.

6. Consent Agenda:

*All items listed below are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member or citizen so requests, in which event the item will be removed from the Consent Agenda and considered separately.*

- a. Approval of the City Council Meeting Minutes of February 02, 2016 and February 08, 2016
- b. Receive and File - Planning and Zoning Commission Minutes of January 24, 2016
- c. Claims Report and January 2016 City of Bondurant Financial Statements (emailed 02/10/16)
- d. Tax Abatement Applications

Council Member Keeler made a correction in the February 8, 2016 City Council Minutes.

Motion by Keeler, seconded by Enos, to approve the Consent Agenda as amended. Vote on Motion 5-0. Motion declared carried unanimously.

7. Polk County Sheriff's Report - No Report.

8. Guests requesting to address the City Council - None.

9. **PRESENTATION** - Community Visioning Presentation, Vicki Comegys and Jeff Cook

Vicki Comegys and Jeff Cook, Bondurant Development, Inc. Arts and Recreation Committee Members presented a short report on the conclusion for the Community Visioning Program. The Committee identified five main projects from the community's input. The final report can be found on the City's website.

10. **RESOLUTION NO. 16-28** - Resolution approving the Bondurant-Farrar High School Student Council May Day 5K Run Route for Saturday, April 20, Mackenzie Clayton

Mackenzie Clayton, Student Council President, presented to Council the route for the 5K. They have partnered with the Wounded Warriors, and are working with the School's Resource Officer and the Fire Department.

Moved by Enos, seconded by Elrod, to approve RESOLUTION NO. 16-28. Roll Call Vote: Ayes: Lohse, Enos, Keeler, Peffer, Elrod. Nays: None. Motion Carried 5-0.

11. **RESOLUTION NO. 16-29** - Resolution approving the Site Plan for Mobil Mini, Inc. at 3507 Grant Street, South

Peter Greenwood, Regional Manager for Mobil Mini, Inc., updated Council on the Planning & Zoning Commission's requests. The fuel containment issue is currently in the process of being resolved, an electrical permit has been pulled, and the stacking of trailers will be resolved by the end of the week. Greenwood stated they plan to occupy their site on 14th Street, Southeast in Des Moines by April 30th. If an extension is needed, a representative from Mobil Mini, Inc. will attend the Planning and Zoning Commission meeting in April.

Moved by Enos, seconded by Elrod, to approve RESOLUTION NO. 16-29. Roll Call: Ayes: Lohse, Peffer, Enos, Keeler, Elrod. Nays: None. Motion Carried 5-0.

12. **RESOLUTION NO. 16-30** - Resolution authorizing call of bonds, approving a Loan Agreement and providing for issuance of \$1,065,000 General Obligation Refunding Bonds, Series 2016A, and providing for the levy of taxes to pay the same

Moved by Enos, seconded by Peffer, to approve RESOLUTION NO. 16-30. Roll Call: Ayes: Lohse, Peffer, Enos, Keeler, Elrod. Nays: None. Motion Carried 5-0.

Moved by Enos, seconded by Keeler, to close the regular City Council meeting and open the Public Hearing at 6:29 p.m. Vote on Motion 5-0. Motion declared carried unanimously.

13. **PUBLIC HEARING** - Relative to the Amendment to the Urban Revitalization Plan for the Bondurant Urban Revitalization Area

Al Ihde, 200 5th Street, Southeast, and Dave Harper, 505 6th Court, Southeast, addressed Council their concerns with continuing the Tax Abatement Program for new developments.

Motion by Enos, seconded by Pepper, to close the public hearing and reopen the regular Council meeting at 6:35 p.m. Vote on Motion 5-0. Motion declared carried unanimously.

14. **RESOLUTION NO. 16-31** - Resolution adopting the Amendment to the Plan for the Bondurant Urban Revitalization Area

Members of the Council discussed their views on the Tax Abatement Program. Council can reevaluate the Program in three years. The proposed plan will have a sunset of five years.

Council Member Lohse left at 7:01 p.m.

Moved by Elrod, seconded by Keeler, to amend RESOLUTION NO. 16-31 to change the Plan for the Bondurant Revitalization Area to a three-year plan at the following percentages: 75%, 60%, and 45%. Roll Call: Ayes: Enos, Keeler, Elrod. Nays: Pepper. Absent: Lohse. Motion Carried 3-1.

Moved by Enos, seconded by Elrod, to approve RESOLUTION NO. 16-31 as amended. Roll Call: Ayes: Enos, Keeler, Elrod. Nays: Pepper. Absent: Lohse Motion Carried 3-1.

15. **RESOLUTION NO. 16-32** - Resolution approving the Sanitary Sewer Extension Funding Policy

Policy was discussed during the February 02, 2016 meeting with City Engineer Bob Veenstra.

Moved by Enos, seconded by Elrod, to approve RESOLUTION NO. 16-32. Roll Call: Ayes: Pepper, Enos, Keeler, Elrod. Nays: None. Absent: Lohse. Motion Carried 4-0.

16. **RESOLUTION NO. 16-33** - Resolution approving the Renewal License for Class C Liquor License (LC) (Commercial) for Founders Irish Pub, 110 First Street, Southeast, Bondurant

Moved by Enos, seconded by Pepper, to approve RESOLUTION NO. 16-33. Roll Call: Ayes: Pepper, Enos, Keeler, Elrod. Nays: None. Absent: Lohse. Motion Carried 4-0.

17. **RESOLUTION NO. 16-34** - Resolution levying assessment for costs of Nuisance Abatement for 702 Cleveland Avenue, Southeast

Moved by Pepper, seconded by Enos, to approve RESOLUTION NO. 16-34. Roll Call: Ayes: Pepper, Enos, Keeler, Elrod. Nays: None. Absent: Lohse. Motion Carried 4-0.

18. **RESOLUTION NO. 16-35** - Resolution reappointing Jan Hall, 1913 Country Cave Lane, Altoona, to the Virgil C. Webb, William Garber and Flora Webb Garber Foundation Board of Directors

Moved by Enos, seconded by Keeler, to approve RESOLUTION NO. 16-35. Roll Call: Ayes: Pepper, Enos, Keeler, Elrod. Nays: None. Absent: Lohse. Motion Carried 4-0.

19. **ORDINANCE 16-201** - (Second Reading) Ordinance amending Chapter 122, Peddlers, Solicitors, and Transient Merchants

Moved by Peffer, seconded by Enos, to waive the second reading and approve the third reading for ORDINANCE 16-201. Roll Call: Ayes: Peffer, Enos, Keeler, Elrod. Nays: None. Absent: Lohse. Motion Carried 4-0.

20. **ORDINANCE 16-204** - (First Reading) Ordinance amending adding Chapter 124, Mobile Food Vendor

Council discussed certain sections of the Ordinance. Commission Member Brian Clayton addressed some concerns.

Moved by Peffer, seconded by Enos, to table ORDINANCE 16-204. Roll Call: Ayes: Peffer, Enos, Keeler, Elrod. Nays: None. Absent: Lohse. Motion Carried 4-0.

21. **ORDINANCE 16-203** - (First Reading) Ordinance amending adding Chapter 18, City Clerk

City Administrator Arentsen explained to Council that this would segregate the duties between City Administrator and City Clerk.

Moved by Enos, seconded by Peffer, to waive the first and second reading, and approve the third reading for ORDINANCE 16-203. Roll Call: Ayes: Peffer, Enos, Keeler, Elrod. Nays: None. Absent: Lohse. Motion Carried 4-0.

22. Discussion Items –

- a. Sankey Summit Zoning Classification - Eric Cannon, Snyder & Associates, presented Council with two concepts. Council discussed with Cannon and Developer, Dave Harmeyer their concerns on certain aspects of the phases. The Annexation will be published on February 17, 2016. The next step will be rezoning, and the preliminary plat.
- b. Workshop Sessions - Council will hold Workshop Sessions when necessary.

23. Reports / Comments and appropriate action thereon:

- a. Mayor - None.
- b. City Administrator – None.
- c. Council Members

Elrod – Happy with the conversation tonight, need concept for the collector street

Keeler – Attended the Library Board meeting

Enos - MWA meeting tomorrow, discussing yard waste

Peffer – EPRD Meeting

24. Adjournment

Moved by Peffer, seconded by Elrod, to adjourn the meeting at 8:09 p.m. Vote on Motion 4-0. Motion declared carried unanimously.

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Shelby Hagan, City Clerk

ATTEST:

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Curt Sullivan, Mayor

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 February 16, 2016, that all the subjects included in the foregoing proceedings were contained in the agenda for the meeting, kept continually current and readily available for the 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 in written form and available for public inspection within ten business days and prior to the next convened meeting of said body.

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Curt Sullivan, Mayor

BONDURANT CITY COUNCIL  
Minutes  
February 22, 2016 6:00 P.M.  
Bondurant City Center

1. Roll Call

Present: Council Member Doug Elrod, Council Member Wes Enos, Council Member Jennifer Keeler, Mayor Pro Tem Brian Lohse

Absent: Mayor Curt Sullivan, Council Member Peffer

City Officials

Present: City Administrator Mark Arentsen, City Clerk Shelby Hagan

2. Call to Order and Declaring a Quorum

Mayor Pro Tem Lohse called the meeting to order at 6:03 p.m. and declared a quorum.

3. Pledge of Allegiance

4. Abstentions declared - None.

5. Perfecting and Approval of the Agenda

Motion made by Enos, seconded by Elrod, to approve the agenda striking Agenda Item #3. Vote on Motion 4-0. Motion declared carried unanimously.

6. **PRESENTATION** – BRSC Proposal, Todd Wilson

Todd Wilson presented to Council two proposals to operate and manage the Bondurant Recreational Sports Complex (BRSC). The operation proposal would be a five-year lease to Diamond Sports Management. Council Members questioned parts of each proposal. Stakeholders also addressed the Council with their support for the operation proposal. Finance Director Dunham questioned the financials of the company as well as the maintenance of equipment.

7. **RESOLUTION NO. 16-36** - Resolution approving the BRSC Lease to Manage Proposal of CY 2016

Moved by Enos, seconded by Elrod, to table RESOLUTION NO. 16-36. Roll Call Vote: Ayes: Enos, Keeler, Elrod. Nays: None. Abstain: Lohse. Absent: Peffer. Motion Carried 3-0.

8. Reports / Comments and appropriate action thereon:

a. Mayor - Absent.

b. City Administrator - None.

c. Council Members

Elrod - None.

Keeler – None.

Enos - None.

Peffer – Absent

Lohse - Discussed selling the land and developing a bigger sports complex with the school's involvement.

9. Adjournment

Moved by Enos, seconded by Keeler, to adjourn the meeting at 8:07 p.m. Vote on Motion 4-0. Motion declared carried unanimously.

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Shelby Hagan, City Clerk

ATTEST:

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Brian Lohse, Mayor Pro Tem

I, the understated Mayor Pro Tem 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 Pro Tem and City Council on February 22, 2016, that all the subjects included in the foregoing proceedings were contained in the agenda for the meeting, kept continually current and readily available for the 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 in written form and available for public inspection within ten business days and prior to the next convened meeting of said body.

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Brian Lohse, Mayor Pro Tem

Meeting No. 16-01

**CITY OF BONDURANT  
PARKS AND RECREATION BOARD  
MINUTES**

**January 21, 2016**

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 January 21, 2016, at 6:00 p.m.

Present:        Board Member Marian Collison  
                  Board Chair Joe Van Horn  
                  Board Member Jessi Cassler  
                  Board Member Jason Holst  
                  Administrative Assistant Misty Richardson-Kugler

Absent:         Board Member Kari Gipple  
                  Board Member Bryant Arns  
                  Board Member Michele Hartzler  
                  City Administrator Mark Arentsen

Notice of the meeting was posted at the Bondurant City Center, Casey's General Stores, Legacy Bank and the Bondurant Post Office on January 19, 2016. All proceedings hereafter shown were taken while the convened meeting was open to the public.

Board Chair Joe Van Horn called the meeting to order at 6:00 p.m.

Motion made by Board Member Collison, seconded by Board Member Holst, to approve the Parks and Recreation Board Agenda from January 21, 2016. Roll call: Ayes: 4. Nays: 0. Motion carried.

Motion made by Board Member Holst, seconded by Board Member Cassler, to approve the Parks and Recreation Board Minutes from November 19, 2015. Roll call: Ayes: 4. Nays: 0.

Motion made by Board Member Collison, seconded by Board Member Cassler, to approve the Parks and Recreation Board Minutes from December 17, 2015. Roll call: Ayes: 4. Nays: 0.

Ted Bzedga from Bondurant Development Inc. (BDI Arts & Rec), 10888 NE Rieck Ave. Bondurant, Iowa, presented the Board with the Community Visioning Final Report and Feasibility Study. Ted recommended planting at least one tree of all native Iowa trees along the trail. If the Board sees something that they would like to see, let BDI know and they could possibly get their idea into a grant. BDI would like a letter of recommendation from the Parks and Rec. Board. Board Member Cassler questioned the enhancements for the East side of Hwy. 65.

BRSC update- Des Moines Steel Fencing will hopefully be installing the fence for the mini quad fields before the start of the season.

Motion made by Board Member Holst, seconded by Board Member Collison, to approve the Recreation Coordinator Position as written. Roll call: Ayes: 4. Nays: 0.

Lake Petocka Restrooms- Area is scraped with connection to trail and is waiting for April 1 delivery of restrooms. The City is waiting on construction plans from vendor.

2016 Recreation Programming- Cribbage Tournament is still set for January 31 at Founders. The Mother/son dance will need to be put on hold until Rec. Coordinator position is filled.

**The following items were discussed as part of the Board Chair's comments:**

- No Comment

**The following items were discussed as part of the Board Member's comments:**

- Board Member Holst suggested going after grants for the fence project at BRSC. He will send the City the information he has collected.

Board Chair Joe Van Horn adjourned the meeting at 6:45 p.m.

A Regular meeting will be held on Thursday, February 18, 2016, at 6:00 p.m.

  
Misty Richardson-Kugler  
Administrative Assistant

ATTEST:

\_\_\_\_\_  
Joe Van Horn  
Board Chair

**CITY OF BONDURANT  
PLANNING AND ZONING COMMISSION  
February 11, 2016  
MINUTES**

**1. Call to Order**

Commission Chair Dave Higgins called the meeting to order at 6:00 p.m.

**2. Roll Call**

Roll call was taken and a quorum was declared.

Present: Commission Chair Dave Higgins  
Commission Member Brian Clayton  
Commission Member Jeff Kromrie  
Commission Member Laura Wood  
Commission Member Tamara Russell  
Commission Member Roy McCleary  
Commission Member Karen Hudson  
Absent: City Administrator Mark Arentsen

**City Officials**

Present: City Clerk Shelby Hagan, City Council Member Doug Elrod

**3. Perfecting and Approval of the Agenda**

Motion made by McCleary, seconded by Wood, to approve the agenda. Vote on Motion 7-0. Motion declared carried unanimously.

**4. Approval of the Commission Minutes**

Motion made by McCleary, seconded by Russell, to approve the minutes of January 14, 2016. Vote on Motion 7-0. Motion declared carried unanimously.

**5. Guests requesting to address the Commission – None**

**6. RESOLUTION PZ-16-08 - Resolution approving the Site Plan for Mobil Mini, Inc. at 3507 Grant Street, South**

Peter Greenwood, Regional Manager of Mobil Mini, Inc., addressed the Commission. The Commission questioned Greenwood on their lease and timeframe. Fuel containment, utilities and electricity were discussed between parties.

Motion made by McCleary, seconded by Wood, to amend and approve the resolution to include fuel containment resolved by February 19, 2016, electricity resolved by February 25, 2016, and Mobil Mini's presence at the April 14, 2016 regular Planning & Zoning Commission meeting. Vote on Motion 7-0. Motion declared carried unanimously.

**7. Discussion**

- a. Sankey Summit Zoning Classification - Eric Cannon, Snyder & Associates, presented two concepts to the Commission. The Commission questioned lot sizes, traffic flow, connectivity, and parks. The process of annexation has begun, and the next step will include rezoning and a preliminary plat.
- b. Chapter 122 Peddlers, Solicitors, and Transient Merchants - The Commission shared their opinions on the updated ordinance. Questioned bond vs. insurance. Commission Member Clayton will provide comments for Council Packet.
- c. Tree Installation Requirement in New Subdivisions - Commission Member Hudson discussed a possible Tree Ordinance to increase the amount of trees within City Limits. City Clerk Hagan will create a survey to gain feedback from the residents.
- d. Downtown Development Issues - Council Member Elrod explained the recent SSMID discussion and meeting to the Commission to resolve the parking issue downtown.

**8. Reports and Comments**

**a. Commission Member Comments**

Commission Member Kromrie – Stated the need for decorative lights.

Commission Member Hudson - None.

Commission Member Wood – Inquired about the connector road status.

Commission Member Clayton–Inquired about the connector road.

Commission Member Russell - Need a responsible development plan; infrastructure, public safety, schools, etc.

Commission McCleary - Bondurant is experiencing growing pains and we need infrastructure.

**b. Commission Chair Comments – None.**

**c. City Administrator Comments – Absent.**

**9. Adjournment**

Moved by McCleary, seconded by Hudson, to adjourn the meeting at 8:25 p.m.

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Commission Chair, David Higgins	City Clerk, Shelby Hagan

Minutes of the Bondurant Community Library Board Meeting  
Wednesday, February 3, 2016

MEMBERS PRESENT: Pat Kaura, Michell Klinker-Feld, Josh Bryant, Craig Campbell, Sue Ugulini, Stacey Klinker, Craig Kinrade

GUEST: Jen Keeler, City Council Liaison

Meeting called to order at 6:59. Guest and board members introduced themselves.

Minutes of the January meeting were reviewed. Motion by Ugulini to approve, Campbell seconded. Motion carried.

- 1.) FINANCIAL REPORT: The financial report was reviewed. We are currently on target.
- 2.) WARRANT LIST: Expenditures were reviewed. Original list submitted to board revised to include shipping fees for used bookshelves to library. Motion by Kinrade, second by Bryant to approve the warrant list. Motion carried.
- 3.) STATISTICS: Director highlighted increases in children's programs—up 75 from previous year; downloads on audio books were doubled; in-house internet and wifi use increased. We also offered test proctoring and notary services. Campbell queried if the issues with Freegle not working with some library cards had been resolved. Director said Freegle will fix each issue when called in; small usage amounts could be cause. She will continue to investigate.
- 4.) STAFF REPORT: Jenny writing articles for Bondurant Living magazine and blogs; however, the Facebook pages for both the Library and Foundation are still blocked. Tech requests to Facebook have not been responded to. The City will post programming items on its Facebook page in the meantime. Other items: Jill and Marilyn attended the Chamber dinner. We've submitted a grant request to Dollar General for the summer reading program to hopefully be able to provide a free book to every participant.
- 5.) LIBRARIAN ITEMS: We're still experiencing problems with Envisionware. Access service technicians are scheduled to look into the problems; Jill met with the account executive and secured assurances problems will be addressed.  
Other items:
  - a. The Adult Services Librarian resigned without notice. Jill will be reviewing resumes she has on file for possible candidates and posting the position on the State Library website. This position will be for 16 hours per week.
  - b. Jill attended meetings on the Capital Crossroads project which will start in the fall.
  - c. We were visited by Michael Scott, State Librarian, who is visiting all Iowa libraries to introduce himself and familiarize himself with their issues.
  - d. Accreditation papers have been filed. Board members were given copies.
  - e. Campbell queried about possibility of being open on Sunday. Jill responded that when Saturday usage increases she will consider opening on Sunday. At that time she will send a survey to patrons to gauge usage.
  - f. A wish list for furniture and materials was submitted to the Foundation in January. They approved purchase of all items on the list. Bryant moved, Campbell seconded to approve. Motion carried.
  - g. The budget has been submitted and has preliminary approval. There will be a public hearing in March.
  - h. Jill's school night will be moved to Mondays beginning in March.

6.) NEW BUSINESS.

- a. We discussed expectations for the City Council Liaison position. Her role will be to keep the Council updated on needs or accomplishments of the library and to be a conduit for any of our concerns or requests to the Council. The board thanked Jen for her willingness to undertake this role for us and plan to have at least one board member in attendance at regularly scheduled council meetings. Klinker-Feld, Ugulini, or Bryant will represent the library.
- b. The Director asked the board to approve a request that she be able to ban a gentleman from the library for safety and security reasons. The last time he entered the library, he appeared inebriated and the Sheriff's Office had to be called. This person does not live in Bondurant, nor is he a patron of the library. The Sheriff's deputy advised that if the Director requested he be banned, the Sheriff's Office would notify him that if he did attempt to enter the library in the future, he would be arrested for trespassing. After discussion, the Board approved the Director's request to ban this person from the library. Motion by Bryant, second by Kinrade. Motion carried.

7.) BOARD PRESIDENT ITEMS: None

8.) Motion by Kinrade second by Campbell to adjourn the meeting. Meeting adjourned at 7:33 p.m.

Next meeting **Wednesday, March 2 2016, 7:00 PM**

Respectfully submitted,  
Pat Kaura  
Secretary

## Librarian items-February

- Bondurant Living Articles are still an important way for the library to let everyone know what is going on at the library. Librarian Jenny writes those articles for the library on a monthly basis.
- The Library restarted a new Facebook page. The original Facebook page had been inactive since last October with no way to resolve the issue with Facebook. We are now attempting to get the word out about the new page. Facebook has been a very effective way for the Library to advertise programming and other activities at the Library.
- The Bondurant Library did not receive a Facebook Grant this year. Maybe next year.
- A Dollar General Grant has been submitted for the Summer Reading Program. And the library will also submit a Kohl's Grant for the program.
- Trains Across Iowa was a Humanities Iowa Program that was held at the library on February 16<sup>th</sup>. It was well attended with 27 train enthusiasts. This Humanities Iowa Program was brought to the library with the speaker's bureau grant that only required \$50 matching funds.
- The Library worked in collaboration with Morris Elementary at their first annual Literacy Night. Over 400 children and parents participated in a round robin event highlighting literacy at each stop throughout the night. A great program.

## Stats for February

- Total Circulation for the month 2984.
- On-line usage (e-Books, Downloadable music, Tumblebooks, Freegal (music), Reference USA, EBSCO, Learning Express and Zinio (magazines) 719.
- Door Count 2286.
- Assisting patrons by phone, with the catalog, computers, etc. 414 up 66 from last year.
- Story times 17 were held with 109 in attendance.
- Outreach to Daycare and preschools was 653 this month up from 604 last year.
- Total programming attendance for adults, youth and children 894.
- Website visits 565.
- Internet usage in house was 305, last year 193, 97 Wi-Fi users 53 last year, 0 iPad users.
- Meeting room usage 14 (does not include library programs) last year 22.
- Issued 24 new library cards Last year we issued 16 cards during the month of February.
- The library did 14 requests for materials from other libraries and provided 24 to other libraries.
- 156 items were added to the collection and 113 were removed.

CHECK NO	DATE	EMP NO	PAY TO THE ORDER OF	CHECK AMOUNT	CLEARED	VOIDED	MANUAL
1			LEGACY BANK				
48781	2/26/2016	3129	MARGARET L CHRISTIAN	492.67			
48782	2/26/2016	5103	PATRICK COLLISON	339.65			
				832.32			
			ACH TRANSACTIONS				
126101	2/26/2016	8402	MARK J ARENTSEN	2294.99			
126201	2/26/2016	7104	BOYCE E BAILEY	1122.27			
126301	2/26/2016	3118	JENNIFER CAMPBELL	936.06			
126401	2/26/2016	5113	LORI DUNHAM	1407.15			
126501	2/26/2016	7101	KENNETH E GROVE	1775.17			
126601	2/26/2016	5118	SHELBY HAGAN	1111.98			
126701	2/26/2016	7105	DAVID HIGGINS	1158.81			
126801	2/26/2016	1441	AARON M KREUDER	1694.31			
126901	2/26/2016	7106	JASON L MCGRANN	1012.18			
127001	2/26/2016	3130	MARILYN M O'BRIEN	929.54			
127101	2/26/2016	4134	COLIN P RANKIN	88.66			
127201	2/26/2016	5119	MISTY L RICHARDSON-KUGLER	200.00			
127202	2/26/2016	5119	MISTY L RICHARDSON-KUGLER	5.00			
127203	2/26/2016	5119	MISTY L RICHARDSON-KUGLER	787.96			
127301	2/26/2016	3128	JILL C SANDERS	1345.93			
127401	2/26/2016	1478	PATRICIA E SMITH	216.20			
127501	2/26/2016	4133	TODD A STEWART	233.42			
127601	2/26/2016	5121	NICOLE M VAN HOUTEN	958.34			
127701	2/26/2016	4132	JANETTE L YOUNG	155.52			
				17433.49			
			BANK TOTAL	18265.81			
			REPORT TOTAL	18265.81			

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL ACCOUNT	CK SQ
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A-28692	1	3/08/16	3/08/16	LEGACY BANK 1715 A KING'S THRONE KYBO	50.00	001	001-430-6415	1
				INVOICE TOTAL	50.00			
A-28848	1	3/08/16	3/08/16	KYBOS	140.00	001	001-430-6415	1
				INVOICE TOTAL	140.00			
A-28849	1	3/08/16	3/08/16	KYBOS	190.00	001	001-440-6415	1
				INVOICE TOTAL	190.00			
				VENDOR TOTAL	380.00			
18291500	1	3/08/16	3/08/16	1473 ACCESS SYSTEMS LEASING COPIER	317.66	001	001-410-6499	1
	2			SERVER, THIN CLIENT SUPPO	382.00	001	001-410-6419	1
				INVOICE TOTAL	699.66			
				VENDOR TOTAL	699.66			
INV377190	1	3/08/16	3/08/16	1516 ACCESS SYSTEMS MODEM RECONFIGURE;PRINTE	357.50	001	001-410-6419	1
				INVOICE TOTAL	357.50			
INV395924	1	3/08/16	3/08/16	RESTART RDS SERVER	27.50	001	001-410-6419	1
				INVOICE TOTAL	27.50			
				VENDOR TOTAL	385.00			
3967107	1	3/08/16	3/08/16	1230 ACME ELECTRIC COMPANIES WIRE STRIPPER	88.00	600	600-811-6504	1
				INVOICE TOTAL	88.00			
4000404	1	3/08/16	3/08/16	WIRE STRIPPER	88.00	600	600-811-6504	1
				INVOICE TOTAL	88.00			
				VENDOR TOTAL	176.00			
200/124728	1	3/08/16	3/08/16	11 ALTOONA FIRE DEPT AMBULANCE DOS 2/5/2016	250.00	001	001-160-6413	1
				INVOICE TOTAL	250.00			
303/125373	1	3/08/16	3/08/16	AMBULANCE ADMIN	400.00	001	001-160-6413	1
				INVOICE TOTAL	400.00			
				VENDOR TOTAL	650.00			
03072016	1	3/08/16	3/08/16	1056 MARK ARENTSEN MILEAGE ALLOW MAR 2016	165.00	001	001-621-6240	1
	2			MILEAGE ALLOW MAR 2016	165.00	600	600-812-6240	1
	3			MILEAGE ALLOW MAR 2016	170.00	610	610-817-6240	1
				INVOICE TOTAL	500.00			
				VENDOR TOTAL	500.00			

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
04112016	1	3/08/16	3/08/16	841 AWWA - IOWA SECTION SPRING SHORT COURSE-COLL	190.00 190.00	600 600-811-6230	1
				INVOICE TOTAL	190.00		
				VENDOR TOTAL	190.00		
2031596424	1	3/08/16	3/08/16	48 BAKER & TAYLOR BOOKS-22	307.65 307.65	001 001-410-6502	1
				INVOICE TOTAL	307.65		
2031604585	1	3/08/16	3/08/16	BOOKS-2	22.24 22.24	001 001-410-6502	1
				INVOICE TOTAL	22.24		
2031619398	1	3/08/16	3/08/16	BOOKS-23	248.52 248.52	001 001-410-6502	1
				INVOICE TOTAL	248.52		
2031619490	1	3/08/16	3/08/16	BOOK	11.98 11.98	001 001-410-6502	1
				INVOICE TOTAL	11.98		
2031643670	1	3/08/16	3/08/16	BOOKS-49	381.08 381.08	001 001-410-6502	1
				INVOICE TOTAL	381.08		
2031645211	1	3/08/16	3/08/16	BOOKS-3	31.43 31.43	001 001-410-6502	1
				INVOICE TOTAL	31.43		
2031650145	1	3/08/16	3/08/16	BOOKS-7	61.95 61.95	001 001-410-6502	1
				INVOICE TOTAL	61.95		
2031654361	1	3/08/16	3/08/16	BOOKS-55	499.22 499.22	001 001-410-6502	1
				INVOICE TOTAL	499.22		
				VENDOR TOTAL	1,564.07		
8252063	1	3/08/16	3/08/16	1469 BLUE BEACON TRUCK WASHES PLOW TRUCK WASH 2/6/16	49.00 49.00	110 110-210-6350	1
				INVOICE TOTAL	49.00		
8252120	1	3/08/16	3/08/16	PLOW TRUCK WASH 2/7/16	44.00 44.00	110 110-210-6350	1
				INVOICE TOTAL	44.00		
8252141	1	3/08/16	3/08/16	PLOW TRUCK WASH 2/7/16	54.00 54.00	110 110-210-6350	1
				INVOICE TOTAL	54.00		
				VENDOR TOTAL	147.00		
1043	1	3/08/16	3/08/16	910 BONDURANT-FARRAR COMM SCHOOLS GYM RENTAL 1/30-1/31 TOU	700.00 700.00	001 001-430-6598	1
				INVOICE TOTAL	700.00		
				VENDOR TOTAL	700.00		
82069278	1	3/08/16	3/08/16	1537 BOUND TREE MEDICAL LLC SUPPLIES	439.52 439.52	001 001-160-6507	1
				INVOICE TOTAL	439.52		

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
VENDOR TOTAL					439.52		
CI10492659	1	3/08/16	3/08/16	1924 CAPSTONE PRESS INC BOOKS	1,234.82	001 001-410-6502	1
INVOICE TOTAL					1,234.82		
VENDOR TOTAL					1,234.82		
22161 216	1	3/08/16	3/08/16	702 CASEYS GENERAL STORE FUEL	67.21	110 110-210-6331	1
INVOICE TOTAL					67.21		
VENDOR TOTAL					67.21		
9670082216	1	3/08/16	3/08/16	1515 CENTURYLINK SERVICES	66.99	610 610-816-6373	1
INVOICE TOTAL					66.99		
9672418216	1	3/08/16	3/08/16	SERVICES	297.43	001 001-650-6373	1
INVOICE TOTAL					297.43		
9672668216	1	3/08/16	3/08/16	SERVICES	63.58	001 001-410-6373	1
	2			SERVICES	162.94	001 001-410-6419	1
INVOICE TOTAL					226.52		
9674790216	1	3/08/16	3/08/16	SERVICES	230.55	001 001-410-6373	1
INVOICE TOTAL					230.55		
9674902216	1	3/08/16	3/08/16	SERVICES	105.61	001 001-150-6373	1
	2			SERVICES	105.61	001 001-160-6373	1
INVOICE TOTAL					211.22		
9675778216	1	3/08/16	3/08/16	SERVICES	78.98	110 110-210-6373	1
INVOICE TOTAL					78.98		
VENDOR TOTAL					1,111.69		
762432417	1	3/08/16	3/08/16	1228 CINTAS CORPORATION #762 LAUNDRY 2/09/16	25.30	001 001-650-6409	1
	2			LAUNDRY 2/09/16	25.41	110 110-210-6499	1
	3			LAUNDRY 2/09/16	12.04	001 001-150-6499	1
INVOICE TOTAL					62.75		
762435009	1	3/08/16	3/08/16	LAUNDRY 2/23/16	25.30	001 001-650-6409	1
	2			LAUNDRY 2/23/16	25.41	110 110-210-6499	1
	3			LAUNDRY 2/23/16	12.04	001 001-150-6499	1
INVOICE TOTAL					62.75		
VENDOR TOTAL					125.50		
22630	1	3/08/16	3/08/16	97 CITY OF DES MOINES WRA EXPENSE	35,359.50	610 610-817-6413	1
INVOICE TOTAL					35,359.50		

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
				VENDOR TOTAL	35,359.50		
79317	1	3/08/16	3/08/16	1284 COMMUNICATION INNOVATORS PHONE	460.00	001 001-410-6373	1
				INVOICE TOTAL	460.00		
				VENDOR TOTAL	460.00		
255510985	1	3/08/16	3/08/16	939 OCCUPATIONAL HEALTH CTR OF SW PRE-EMPLOY PHYSICAL-PARS	252.50	001 001-160-6230	1
				INVOICE TOTAL	252.50		
				VENDOR TOTAL	252.50		
5793847	1	3/08/16	3/08/16	134 DEMCO EASEL;BOOK TRUCK;LIT BOA	691.10	167 167-410-6506	1
				INVOICE TOTAL	691.10		
				VENDOR TOTAL	691.10		
426868	1	3/08/16	3/08/16	145 DIAM PEST CONTROL PEST CONTROL-CH	75.00	001 001-650-6499	1
				INVOICE TOTAL	75.00		
426878	1	3/08/16	3/08/16	PEST CONTROL-PS	75.00	001 001-150-6499	1
				INVOICE TOTAL	75.00		
426883	1	3/08/16	3/08/16	PEST CONTROL-PW	75.00	110 110-210-6499	1
				INVOICE TOTAL	75.00		
426904	1	3/08/16	3/08/16	PEST CONTROL-BRSC	75.00	001 001-440-6499	1
				INVOICE TOTAL	75.00		
				VENDOR TOTAL	300.00		
51276361	1	3/08/16	3/08/16	146 DES MOINES AREA COMM COLLEGE TUITION-PHEARMAN	873.00	001 001-160-6230	1
				INVOICE TOTAL	873.00		
				VENDOR TOTAL	873.00		
3300020216	1	3/08/16	3/08/16	144 DES MOINES WATER WORKS WHOLESALE WATER COST	9,231.13	600 600-812-6413	1
	2			BOOSTER ST EST FEB 2016	700.00	600 600-812-6413	1
	3			4TH QTR PUMP STATION TRU	8,101.60	600 600-812-6413	1
	4			REVENUE BOND-PRINCIPAL	4,647.09	600 600-812-6802	1
	5			REVENUE BOND-INTEREST	1,533.27	600 600-812-6852	1
				INVOICE TOTAL	24,213.09		
3300030216	1	3/08/16	3/08/16	WHOLESALE WATER COST	10,490.10	600 600-812-6413	1
				INVOICE TOTAL	10,490.10		
				VENDOR TOTAL	34,703.19		

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL ACCOUNT	CK SQ
4250 216	1	3/08/16	3/08/16	1069 FIRST NATIONAL BANK OMAHA AMAZON-BOOKS;DVDS	237.02 237.02	001	001-410-6502	1
				INVOICE TOTAL	237.02			
				VENDOR TOTAL	237.02			
1602167	1	3/08/16	3/08/16	769 FRASER TRANSPORTATION SRVCS AMBULANCE DOS 2/16/16	200.00 200.00	001	001-160-6499	1
				INVOICE TOTAL	200.00			
1602250	1	3/08/16	3/08/16	769 FRASER TRANSPORTATION SRVCS AMBULANCE DOS 2/24/16	200.00 200.00	001	001-160-6499	1
				INVOICE TOTAL	200.00			
				VENDOR TOTAL	400.00			
16-0209	1	3/08/16	3/08/16	1922 GRIFFITH MATERIALS HAULING LLC HAUL SAND	580.86 580.86	110	110-210-6417	1
				INVOICE TOTAL	580.86			
				VENDOR TOTAL	580.86			
120589	1	3/08/16	3/08/16	193 HAWKEYE TRUCK EQUIPMENT PLOW BLADES	438.00 438.00	110	110-210-6350	1
				INVOICE TOTAL	438.00			
				VENDOR TOTAL	438.00			
01012016	1	3/08/16	3/08/16	840 IOWA FIRE CHIEF'S ASSN DUES	50.00 50.00	001	001-150-6230	1
				INVOICE TOTAL	50.00			
				VENDOR TOTAL	50.00			
3193	1	3/08/16	3/08/16	226 IOWA LEAGUE OF CITIES LEGISLATIVE DAY-ARENTSEN	25.00 25.00	001	001-621-6240	1
				INVOICE TOTAL	25.00			
				VENDOR TOTAL	25.00			
178762	1	3/08/16	3/08/16	230 IOWA ONE CALL LOCATES	34.20 34.20	600	600-812-6490	1
				INVOICE TOTAL	34.20			
				VENDOR TOTAL	34.20			
8312	1	3/08/16	3/08/16	1573 IOWA PUMP WORKS SRVC BALLFIELD LIFT ST LOCKED PUMPS	150.00 150.00	610	610-816-6350	1
				INVOICE TOTAL	150.00			
				VENDOR TOTAL	150.00			
3328	1	3/08/16	3/08/16	228 IMFOA DUES-HAGAN	20.00 20.00	001	001-621-6210	1
				INVOICE TOTAL	20.00			
				VENDOR TOTAL	20.00			

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL ACCOUNT	CK SQ
				INVOICE TOTAL	20.00			
				VENDOR TOTAL	20.00			
11-0062-00	1	3/08/16	3/08/16	999999999 1760 IOWA MEDICAID ENTERPRISE REIMBURSE DUPLICATE PYMT	166.16	001	001-160-6450	1
				INVOICE TOTAL	166.16			
				VENDOR TOTAL	166.16			
1201420	1	3/08/16	3/08/16	251 KEYSTONE LABORATORIES COLIFORM SAMPLES	286.00	600	600-811-6389	1
				INVOICE TOTAL	286.00			
				VENDOR TOTAL	286.00			
900192460	1	3/08/16	3/08/16	1340 KMBS U.S.A., INC. COPIER	57.91	001	001-150-6499	1
	2			COPIER	57.91	001	001-160-6499	1
				INVOICE TOTAL	115.82			
				VENDOR TOTAL	115.82			
PINV372382	1	3/08/16	3/08/16	564 STOREY KENWORTHY/MATT PARROTT VIOLATION BOOKS-20	166.08	001	001-650-6506	1
				INVOICE TOTAL	166.08			
				VENDOR TOTAL	166.08			
00345	1	3/08/16	3/08/16	842 MENARDS SUPPLIES	89.89	001	001-440-6507	1
				INVOICE TOTAL	89.89			
218	1	3/08/16	3/08/16	SUPPLIES	54.20	001	001-430-6507	1
				INVOICE TOTAL	54.20			
				VENDOR TOTAL	144.09			
18021 216	1	3/08/16	3/08/16	291 MIDAMERICAN ENERGY SERVICES	28.73	001	001-210-6371	1
	2			SERVICES	1,012.87	110	110-210-6371	1
	3			SERVICES	819.68	610	610-816-6371	1
	4			SERVICES	510.34	001	001-150-6371	1
	5			SERVICES	510.32	001	001-160-6371	1
	6			SERVICES	589.94	001	001-430-6371	1
	7			SERVICES	525.00	001	001-410-6371	1
	8			SERVICES	559.00	001	001-650-6371	1
	9			SERVICES	4,124.98	110	110-210-6372	1
	10			SERVICES	22.03	001	001-440-6371	1
	11			SERVICES	10.00	741	741-865-6371	1
				INVOICE TOTAL	8,712.89			
				VENDOR TOTAL	8,712.89			

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL ACCOUNT	CK SQ
03062016	1	3/08/16	3/08/16	1153 JILL MOLAND CLEANING	500.00 500.00	001	001-650-6499	1
				INVOICE TOTAL	500.00			
				VENDOR TOTAL	500.00			
02222016	1	3/08/16	3/08/16	1923 REBECCA MORRIS AMER HEART ASSOC PROVIDE	180.00 180.00	001	001-160-6250	1
				INVOICE TOTAL	180.00			
				VENDOR TOTAL	180.00			
614965-IN	1	3/08/16	3/08/16	308 MUNICIPAL SUPPLY METERS,MXUS	14,935.00 14,935.00	600	600-811-6727	1
				INVOICE TOTAL	14,935.00			
				VENDOR TOTAL	14,935.00			
70006653	1	3/08/16	3/08/16	286 METRO WASTE AUTHORITY RESIDENTIAL GARBAGE SRVC	14,560.65 14,560.65	670	670-840-6499	1
				INVOICE TOTAL	14,560.65			
70006672	1	3/08/16	3/08/16	LG ITEM STICKERS	50.00 50.00	670	670-840-6580	1
				INVOICE TOTAL	50.00			
70006684	1	3/08/16	3/08/16	MONTHLY CURB-IT FEE	4,374.51 4,374.51	670	670-840-6435	1
				INVOICE TOTAL	4,374.51			
70006705	1	3/08/16	3/08/16	EXTRA;LG ITEM STICKERS	130.00 130.00	670	670-840-6580	1
				INVOICE TOTAL	130.00			
				VENDOR TOTAL	19,115.16			
01262016	1	3/08/16	3/08/16	1926 KARRIE NICHOLSON-WILLIAMS CPR TRAINING-SICKELS,DIC	170.00 170.00	001	001-160-6230	1
				INVOICE TOTAL	170.00			
				VENDOR TOTAL	170.00			
2569353001	1	3/08/16	3/08/16	322 OFFICE DEPOT INC SHREDDER	103.23	600	600-812-6506	1
	2			SHREDDER	103.23	610	610-817-6506	1
	3			SHREDDER	103.22	001	001-621-6506	1
				INVOICE TOTAL	309.68			
				VENDOR TOTAL	309.68			
10024758:1	1	3/08/16	3/08/16	324 O'HALLORAN INTERNATIONAL INC TANK DRAIN PLUG-PLOW TRU	20.53 20.53	110	110-210-6350	1
				INVOICE TOTAL	20.53			
				VENDOR TOTAL	20.53			

342 POLK COUNTY

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL ACCOUNT	CK SQ
2692	1	3/08/16	3/08/16	342 POLK COUNTY SKID SAND-104.66TN	3,292.60	110	110-210-6417	1
				INVOICE TOTAL	3,292.60			
				VENDOR TOTAL	3,292.60			
6349	1	3/08/16	3/08/16	337 POLK COUNTY TREASURER ANIMAL CONTROL JAN 2016	395.00	001	001-190-6413	1
				INVOICE TOTAL	395.00			
				VENDOR TOTAL	395.00			
H15082 316	1	3/08/16	3/08/16	982 PRINCIPAL LIFE LIFE INS MAR 2016	74.83	112	112-621-6150	1
	2			LIFE INS MAR 2016	41.17	112	112-210-6150	1
	3			LIFE INS MAR 2016	21.37	600	600-811-6150	1
	4			LIFE INS MAR 2016	21.37	610	610-816-6150	1
	5			LIFE INS MAR 2016	8.59	741	741-865-6150	1
	6			LIFE INS MAR 2016	28.49	112	112-430-6150	1
	7			LIFE INS MAR 2016	64.44	112	112-410-6150	1
	8			LIFE INS MAR 2016	12.19	112	112-170-6150	1
	9			LIFE INS MAR 2016	10.69	112	112-440-6150	1
	10			LIFE INS MAR 2016	9.54	112	112-150-6150	1
	11			LIFE INS MAR 2016	9.54	112	112-160-6150	1
				INVOICE TOTAL	302.22			
				VENDOR TOTAL	302.22			
RI-160325	1	3/08/16	3/08/16	619 RACOM CORPORATION EDACS ACCESS	470.00	001	001-150-6373	1
	2			EDACS ACCESS	470.00	001	001-160-6373	1
				INVOICE TOTAL	940.00			
				VENDOR TOTAL	940.00			
1495	1	3/08/16	3/08/16	1404 RJ MARTIN EXCAVATING & TRUCK HAUL ROCK-BRSC	159.52	001	001-430-6320	1
				INVOICE TOTAL	159.52			
				VENDOR TOTAL	159.52			
R01788	1	3/08/16	3/08/16	1639 SCOTT VAN KEPPEL LLC FUEL FOR RENTAL LOADER	104.50	110	110-210-6415	1
				INVOICE TOTAL	104.50			
				VENDOR TOTAL	104.50			
13447	1	3/08/16	3/08/16	1534 STRATUS BUILDNG SOLUTIONS IOWA CLEANING	443.39	001	001-410-6499	1
				INVOICE TOTAL	443.39			
				VENDOR TOTAL	443.39			

387 TREASURER - STATE OF IOWA

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL ACCOUNT	CK SQ
				387 TREASURER - STATE OF IOWA				
6060000727	1	3/08/16	3/08/16	SALES TAX FEB 2016	248.00	741	741-050-2140	1
	2			SALES TAX FEB 2016	283.00	610	610-050-2140	1
	3			SALES TAX FEB 2016	3,505.00	600	600-050-2140	1
				INVOICE TOTAL	4,036.00			
				VENDOR TOTAL	4,036.00			
				1156 JOSH TROUT				
02262016	1	3/08/16	3/08/16	IDRIVE BACKUP	87.50	001	001-621-6419	1
				INVOICE TOTAL	87.50			
				VENDOR TOTAL	87.50			
				770 UNITED HEALTHCARE-RIVER VALLEY				
0200010411	1	3/08/16	3/08/16	HEALTH INS MAR 2016	2,926.56	112	112-621-6150	1
	2			HEALTH INS MAR 2016	1,501.33	0124	001-050-2124	1
	3			HEALTH INS MAR 2016	441.83	1024	110-050-2124	1
	4			HEALTH INS MAR 2016	182.89	6024	600-050-2124	1
	5			HEALTH INS MAR 2016	182.88	6124	610-050-2124	1
	6			HEALTH INS MAR 2016	135.00	7424	741-050-2124	1
	7			HEALTH INS MAR 2016	687.60	112	112-430-6150	1
	8			HEALTH INS MAR 2016	2,625.56	112	112-410-6150	1
	9			HEALTH INS MAR 2016	1,778.75	112	112-210-6150	1
	10			HEALTH INS MAR 2016	970.88	600	600-811-6150	1
	11			HEALTH INS MAR 2016	970.88	610	610-816-6150	1
	12			HEALTH INS MAR 2016	480.64	741	741-865-6150	1
	13			HEALTH INS MAR 2016	187.01	112	112-170-6150	1
	14			HEALTH INS MAR 2016	175.45	112	112-440-6150	1
	15			HEALTH INS MAR 2016	449.41	112	112-150-6150	1
	16			HEALTH INS MAR 2016	449.41	112	112-160-6150	1
				INVOICE TOTAL	14,146.08			
				VENDOR TOTAL	14,146.08			
				525 US CELLULAR				
124278108	1	3/08/16	3/08/16	CELL PHONES	21.94	001	001-621-6373	1
	2			CELL PHONES	84.59	600	600-812-6373	1
	3			CELL PHONES	22.60	610	610-817-6373	1
	4			CELL PHONES	62.66	610	610-816-6373	1
	5			CELL PHONES	116.68	110	110-210-6373	1
	6			CELL PHONES	12.78	001	001-430-6373	1
	7			CELL PHONES	202.70	001	001-150-6373	1
	8			CELL PHONES	202.68	001	001-160-6373	1
	9			CELL PHONES	25.58	741	741-865-6373	1
	10			CELL PHONES	24.60	001	001-440-6373	1
				INVOICE TOTAL	776.81			
				VENDOR TOTAL	776.81			
				1622 VAN WALL EQUIPMENT INC				
226471	1	3/08/16	3/08/16	OIL,FILTER,COOLANT-JD102	37.01	001	001-440-6350	1
				INVOICE TOTAL	37.01			

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL ACCOUNT	CK SQ
				VENDOR TOTAL	37.01			
42811	20	1 3/08/16	3/08/16	1161 VEENSTRA & KIMM, INC. BUILDING INSPECTIONS JAN	2,712.10	001	001-170-6490	1
		2		2015 INTL BUILDING CODE	156.04	001	001-170-6506	1
				INVOICE TOTAL	2,868.14			
42817	7	1 3/08/16	3/08/16	CITY MAPPING	865.84	001	001-540-6407	1
				INVOICE TOTAL	865.84			
42823	5	1 3/08/16	3/08/16	MUD CREEK TRAIL ALIGNMEN	2,471.06	337	337-210-6407	1
				INVOICE TOTAL	2,471.06			
42825	1	1 3/08/16	3/08/16	DIST 30 TILE REPLACEMENT	45.36	741	741-865-6407	1
				INVOICE TOTAL	45.36			
4284	29	1 3/08/16	3/08/16	ENGINEERING SRVCS	531.75	001	001-540-6407	1
				INVOICE TOTAL	531.75			
4285-022	8	1 3/08/16	3/08/16	CITY MAPPING	37.80	001	001-540-6407	1
				INVOICE TOTAL	37.80			
				VENDOR TOTAL	6,819.95			
37830		1 3/08/16	3/08/16	433 WILLIAMSONS REPAIR OIL CHANGE;BRAKES,ROTORS	610.81	110	110-210-6332	1
				INVOICE TOTAL	610.81			
				VENDOR TOTAL	610.81			
				LEGACY BANK TOTAL	159,917.64			
				TOTAL MANUAL CHECKS	.00			
				TOTAL E-PAYMENTS	.00			
				TOTAL PURCH CARDS	.00			
				TOTAL ACH PAYMENTS	.00			
				TOTAL OPEN PAYMENTS	159,917.64			
				GRAND TOTALS	159,917.64			

ACCOUNT NO ALPHA ID	DEPOSIT DATE	PEN TIMES	DEPOSIT AMOUNT	INTEREST AMOUNT	TOTAL AMOUNT	DEPOSIT REFUND CODE
5191002 ROWLAND REAL ESTATE	12/05/15		79.25	.00	79.25	Check
5615006 SLIGER CASSIDEE	2/15/15		48.79	.00	48.79	Check
6185003 NIKKEL KEVIN R	12/14/15		79.25	.00	79.25	Check
6495006 HORTON JAMIE	11/05/10	39	46.94	.00	46.94	Check
6495007 WASCHER SCOTT	2/03/16		78.61	.00	78.61	Check
6585002 MCCOWEN SARAH	12/15/14		94.13	.00	94.13	Check
6596611 GUNDERSON ALICIA	5/12/15	1	81.86	.00	81.86	Check
6599318 APTS MULBERRY POINTE	1/11/16		64.36	.00	64.36	Check
6599613 PATTON AUSTIN	10/07/14		72.26	.00	72.26	Check
6617001 GLISSMANN RACHE	5/13/08	90	28.56	.00	28.56	Check
6726300 ORTON HOMES LLC	10/15/15		61.66	.00	61.66	Check
9020003 RELOCATION IOWA REALY	1/15/16		78.61	.00	78.61	Check
10137001 PEET TIMOTHY	11/12/08	2	50.63	.00	50.63	Check
10146001 GAZZO NICOLE	3/31/08	4	34.93	.00	34.93	Check
10162501 GRUBBS JASON	4/15/08	1	46.94	.00	46.94	Check
10207000 CHATEAU HOMES LLC	12/05/15		170.20	.00	170.20	Check
11074001 STEWARD HEATHER	5/13/11		162.54	.00	162.54	Check
11090001 SMITH KATRINA	8/29/13		112.89	.00	112.89	Check
12010500 HAPPE HOMES INC	12/05/15		76.02	.00	76.02	Check
14003001 CAMPBELL MEGAN	6/28/13	1	79.25	.00	79.25	Check
16000200 SAGE HOMES INC	1/21/16		166.96	.00	166.96	Check
16002700 TANZANITE HOMES	11/06/15		74.08	.00	74.08	Check
16003400 RON'S HOMES INC	10/15/15		76.02	.00	76.02	Check
REPORT TOTAL			1864.74	.00	1864.74	
WATER			1864.74	.00	1864.74	

**CITY OF BONDURANT  
INTERIM WARRANT LIST  
March 7, 2016**

<b>DATE</b>	<b>VENDOR - REFERENCE</b>	<b>ACCOUNT CODE</b>	<b>TOTALS</b>
02/18/16	ASI Signage Innovations - Shelter plaque - 1/2	335-430-6790	713.51
02/18/16	KJH Residential - Replace staledated check-utility deposit refund	600-810-6420	24.88
02/18/16	KJH Residential - Replace staledated check-utility deposit refund	600-810-6420	42.71
02/26/16	IRS USA tax payment - Federal/FICA		7,429.13
02/29/16	Postmaster - Utility bill mailing	600-812-6508	133.24
		610-817-6508	133.24
		670-840-6508	133.24
		741-865-6508	133.24
			<u>532.96</u>
02/29/16	Mediacom - Internet	001-621-6373	115.90
02/29/16	Postmaster - Stamps-Summer Reading Program	167-410-6506	49.00
02/29/16	Staples - Sturdy boards	00-650-6507	84.99
02/29/16	Iowa Assoc of Municipal Utilities - Trench training-Higgins	600-811-6230	60.00
		810-816-6230	60.00
			<u>120.00</u>
02/29/16	Petty Cash - Postage	001-410-6508	120.95
		Total	9,234.03

GRAND TOTALS-A/P	159,917.64
UTILITY DEPOSIT REFUNDS	1,864.74
INTERIM WARRANT LIST	<u>9,234.03</u>
TOTAL	<u><u>\$171,016.41</u></u>

DELINQUENT ACCOUNT LISTING  
CYCLE ALL SERV CODE ALL

ACCOUNT NO/CUSTOMER NAME CUSTOMER ADDRESS	LAST PMT DATE	PERIOD 1	PERIOD 2	PERIOD 3	PERIOD 4	AMOUNT DUE	ACTUAL AMT DUE (BGT)	TIME DELQ
1200005F	67.05	10175003F	31.00					
1235001F	20.75	14000703F	120.52					
1260004F	82.98	14000901F	216.22					
1310000F	116.28	14001103F	220.74					
2220004F	181.35	14001703F	69.38					
2220008F	342.04	14003002	55.00					
2708001F	7.32	14003506F	115.57					
2813001F	255.94	14004203F	82.22					
2906101F	211.74	14004301F	241.79					
3000008F	84.05	14004302F	112.46					
3005000F	54.76	14004603F	64.32					
3065001F	44.65	14004703	171.28					
3065002F	64.40	14006203F	259.35					
3080006F	248.96	14006603F	59.75					
3275006F	70.72							
3340011F	218.67							
4290000F	18.71							
4350004F	51.12							
4400002F	16.38							
4550008F	130.28							
5120003F	94.61							
5193001F	160.06							
5565006F	194.42							
5710000F	448.09							
5820006F	78.72							
6193002F	60.56							
6285016F	226.64							
6593311F	411.72							
6593411F	42.59							
6595017F	104.00							
6595022F	13.11							
6596109F	87.28							
6596609F	18.17							
6597606F	186.35							
6598208F	77.85							
6598812F	127.44							
6599305F	48.15							
6599314F	36.81							
6599317F	56.65							
6599318	17.50							
6605501F	57.48							
6605502F	20.75							
7310002F	121.22							
7320000F	128.48							
7550001F	25.51							
8155000F	125.73							
8493002F	73.71							
9056002F	102.59							
9442001F	88.81							
9446009F	28.44							
9448005F	35.94							
10143001F	158.16							

: MK

AMOUNT  
DUE

-----

6912.43  
107.87  
207.01  
332.98  
.00  
5.00  
7565.29

\*AST 12 MONTHS.

**Tax Abatement Applications  
March 7, 2016  
City of Bondurant**

Name	Address	Completion Date	Cost
Daniel Petrich	408 1st Street, NW	February 25, 2016	\$196,000.00
Aaron Turner	223 Tailfeather Drive, NE	February 12, 2016	\$349,000.00

**CITY OF BONDURANT  
RESOLUTION NO. 16-37**

**RESOLUTION ADOPTING CITY OF BONDURANT MUNICIPAL BUDGET FOR FISCAL YEAR  
2016/2017 AND CERTIFICATION OF CITY TAXES**

WHEREAS, the City of Bondurant held a Public Hearing on March 7, 2016, to receive comment on the Municipal Budget for Fiscal Year 2016/2017 and Certification of City Taxes; AND

WHEREAS, Iowa Code requires said hearing to be held prior to adoption of the annual budget and said budget to be certified by march 15 to the County Auditor,

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Bondurant, Polk County, Iowa, that the City of Bondurant Municipal Budget for FY 2016/2017 and Certification of City Taxes, is hereby approved as presented.

Passed this 7th day of March, 2016,

By: \_\_\_\_\_  
Brian Lohse, Mayor Pro Tem

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				

# 77-715

## Adoption of Budget and Certification of City Taxes

FISCAL YEAR BEGINNING JULY 1, 2016 - ENDING JUNE 30, 2017

Resolution No. \_\_\_\_\_

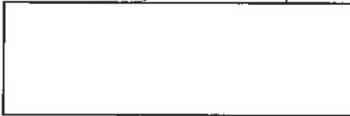
The City of: Bondurant County Name: POLK Date Budget Adopted: 3/7/2016  
(Date) xx/xx/xx

The below-signed certifies that the City Council, on the date stated above, lawfully approved the named resolution adopting a budget for next fiscal year, as summarized on this and the supporting pages. Attached is Long Term Debt Schedule Form 703 which lists any and all of the debt service obligations of the City.

515-967-2418  
Telephone Number

\_\_\_\_\_  
Signature

County Auditor Date Stamp



### January 1, 2015 Property Valuations

	With Gas & Electric	Without Gas & Electric	Last Official Census
Regular	2a <u>154,087,155</u> 2b	<u>152,124,857</u>	3,860
DEBT SERVICE	3a <u>167,886,400</u> 3b	<u>165,924,102</u>	
Ag Land	4a <u>2,812,429</u>		

### TAXES LEVIED

Code Sec.	Dollar Limit	Purpose	(A) Request with Utility Replacement	(B) Property Taxes Levied	(C) Rate
384.1	8.10000	Regular General levy	5 1,248,106	1,232,211	43 8.10000
(384)		Non-Voted Other Permissible Levies			
12(8)	0.67500	Contract for use of Bridge	6 0	0	44 0
12(10)	0.95000	Opr & Maint publicly owned Transit	7 0	0	45 0
12(11)	Amt Nec	Rent, Ins. Maint of Civic Center	8 0	0	46 0
12(12)	0.13500	Opr & Maint of City owned Civic Center	9 0	0	47 0
12(13)	0.06750	Planning a Sanitary Disposal Project	10 0	0	48 0
12(14)	0.27000	Aviation Authority (under sec.330A.15)	11 23,613	23,312	49 0.15324
12(15)	0.06750	Levee Impr. fund in special charter city	13 0	0	51 0
12(17)	Amt Nec	Liability, property & self insurance costs	14 47,000	46,401	52 0.30502
12(21)	Amt Nec	Support of a Local Emerg.Mgmt.Comm.	462 2,750	2,715	465 0.01785
(384)		Voted Other Permissible Levies			
12(1)	0.13500	Instrumental/Vocal Music Groups	15 0	0	53 0
12(2)	0.81000	Memorial Building	16 0	0	54 0
12(3)	0.13500	Symphony Orchestra	17 0	0	55 0
12(4)	0.27000	Cultural & Scientific Facilities	18 0	0	56 0
12(5)	As Voted	County Bridge	19 0	0	57 0
12(6)	1.35000	Missi or Missouri River Bridge Const.	20 0	0	58 0
12(8)	0.03375	Aid to a Transit Company	21 0	0	59 0
12(16)	0.20500	Maintain Institution received by gift/devise	22 0	0	60 0
12(18)	1.00000	City Emergency Medical District	463 0	0	466 0
12(20)	0.27000	Support Public Library	23 0	0	61 0
28E.22	1.50000	Unified Law Enforcement	24 0	0	62 0
<b>Total General Fund Regular Levies (5 thru 24)</b>			25 1,321,469	1,304,639	
384.1	3.00375	Ag Land	26 8,448	8,448	63 3.00375
<b>Total General Fund Tax Levies (25 + 26)</b>			27 1,329,917	1,313,087	Do Not Add
Special Revenue Levies					
384.8	0.27000	Emergency (if general fund at levy limit)	28 0	0	64 0
384.6	Amt Nec	Police & Fire Retirement	29 0	0	0
	Amt Nec	FICA & IPERS (if general fund at levy limit)	30 135,683	133,955	0.88056
Rules	Amt Nec	Other Employee Benefits	31 177,600	175,338	1.16259
<b>Total Employee Benefit Levies (29,30,31)</b>			32 313,283	309,293	65 2.03315
<b>Sub Total Special Revenue Levies (28+32)</b>			33 313,283	309,293	
Valuation					
386	As Req	With Gas & Elec	Without Gas & Elec		
	SSMID 1 (A)	34 0	0	66 0	
	SSMID 2 (A)	35 0	0	67 0	
	SSMID 3 (A)	36 0	0	68 0	
	SSMID 4 (A)	37 0	0	69 0	
	SSMID 5 (A)	555 0	0	565 0	
	SSMID 6 (A)	556 0	0	566 0	
	SSMID 7 (A)	1177 0	0	567 0	
<b>Total SSMID</b>			38 0	0	Do Not Add
<b>Total Special Revenue Levies</b>			39 313,283	309,293	
384.4	Amt Nec	Debt Service Levy 76.10(6)	40 550,156	543,725	70 3.27695
384.7	0.87500	Capital Projects (Capital Improv. Reserve)	41 0	0	71 0
<b>Total Property Taxes (27+39+40+41)</b>			42 2,193,356	2,166,105	72 13.88621

### COUNTY AUDITOR - I certify the budget is in compliance with ALL the following:

Budgets that DO NOT meet ALL the criteria below are not statutorily compliant & must be returned to the city for correction.

- 1) The prescribed Notice of Public Hearing Budget Estimate (Form 631.1) was lawfully published, or posted if applicable, and notarized, filed proof was evidenced.
- 2) Budget hearing notices were published or posted not less than 10 days, nor more than 20 days, prior to the budget hearing.
- 3) Adopted property taxes do not exceed published or posted amounts.
- 4) Adopted expenditures do not exceed published or posted amounts in each of the nine program areas, or in total.
- 5) Number of the resolution adopting the budget has been included at the top of this form.
- 6) The budget file uploaded to the SUBMIT Area matched the paper copy certified by the city to this office.
- 7) The long term debt schedule (Form 703) shows sufficient payment amounts to pay the G.O. debt certified by the city to this office.

(County Auditor)

## CHECK CITY VALUATIONS

Taxable Valuations By Class By Levy Authority  
100% Valuations By Class By Levy Authority

### Commercial & Industrial Replacement Claim Estimation

This sheet has been designed to allow each city to estimate the amount of property tax reimbursement that will be received from the

The City of Bondurant

	(A) Commercial - Non-TIF	(B) Commercial - TIF	(C) Industrial - Non-TIF	(D) Industrial
1 Taxable	23,480,857	1,766,908	2,903,788	
2 100% Assessed	26,263,942	1,766,908	3,257,088	

REPLACEMENT \$		FILLS TO:
3 General Fund	\$27,070	REVENUES, LINE 18, COL (C)
4 Special Fund	\$6,417	REVENUES, LINE 18, COL (D)
5 Debt Fund	\$10,343	REVENUES, LINE 18, COL (F)
6 Capital Reserve Fund	\$0	REVENUES, LINE 18, COL (G)

\* Please input the amount of revenue being received from State of Iowa sources in the form of grants or reimbursements below. Separate the revenues by fund receiving the money. The information below will flow to REVENUES line 18.

	(A) General	(B) Special Revenue	(C) TIF Sp. Revenue	(D) Debt Service	(E) Capital Pro
Other State Grants & Reimbursements	18	\$3,800			

Fund Balance Worksheet for City of

**Bondurant**

(1)  
**\*Annual Report FY 2015**

		General (A)	Special Rev (B)	TIF Special Rev (C)	Debt Serv (D)	Capt Proj (E)	Permanent (G)	Go
Beginning Fund Balance July 1 (pg 5, line 134) *	1	434,799	174,523	34,586	1,753,993	1,296,919	14,678	
Actual Revenues Except Beg Bal (pg 5, line 132) *	2	2,010,178	650,375	489,040	981,820	1,482,376	1,639	
Actual Expenditures Except End Bal (pg 12, line 259) *	3	1,967,756	545,265	505,551	2,687,731	2,123,804	0	
Ending Fund Balance June 30 (pg 12, line 261) *	4	477,221	279,633	18,075	48,082	655,491	16,317	

(2)  
**\*\* Re-Estimated FY 2016**

		General	Spec Rev	TIF Special Rev	Debt Serv	Capt Proj	Permanent	T
Beginning Fund Balance	5	477,221	279,633	18,075	48,082	655,491	16,317	
Re-Est Revenues	6	2,131,418	896,461	464,549	1,017,784	225,850	0	
Re-Est Expenditures	7	2,215,099	912,837	464,449	1,016,884	1,004,758	0	
Ending Fund Balance	8	393,540	263,257	18,175	48,982	-123,417	16,317	

(3)  
**\*\* Budget FY 2017**

		General	Spec Rev	TIF Special Rev	Debt Serv	Capt Proj	Permanent	T
Beginning Fund Balance	9	393,540	263,257	18,175	48,982	-123,417	16,317	
Revenues	10	2,215,590	958,575	470,565	1,037,371	10,900	0	
Expenditures	11	2,218,040	877,048	470,465	1,036,871	385,000	0	
Ending Fund Balance	12	391,090	344,784	18,275	49,482	-497,517	16,317	

\* The figures in section (1) are taken from FORM F-86(IA-2) STATE OF IOWA FINANCIAL REPORT FOR FISCAL YEAR ENDED JUNE 30,

\*\* The remaining two sections are filled in by the software once ALL worksheets are completed.

CITY OF Bondurant

As provided in Iowa Code Section 384.12, subsection 22, a city may levy the amount necessary a local Emergency Management Commission. In addition to this individual levy, Emergency M Commission support may also be included as part of the General Fund Levy. Iowa Code Sectic subsection 5 states that any support from cities or counties must be separately reported on tax issued by the county treasurer.

Input the amount of General Fund Levy request to be used

	Request with Utility Replacement (A)	Property Levi (B)
1 Portion of General Fund Levy Used for Emerg. Mgmt. Comm.	<input type="text"/>	<u>          </u>
2 <u>Support of a Local Emerg.Mgmt.Comm.</u>	2,750	2
3 TOTAL FOR FISCAL YEAR 2017	2,750	2

CITY OF Bondurant

## RE-ESTIMATED EXPENDITURES SCHEDULE PAGE 1

RE-ESTIMATED Fiscal Year Ending 2016

GOVERNMENT ACTIVITIES		GENERAL	SPECIAL	TIF	DEBT	CAPITAL	PERMANENT	PROPRIETARY
(A)	(B)	(C)	REVENUE	SPECIAL	SERVICE	PROJECTS	(H)	(I)
			(D)	REVENUES	(F)	(G)		
				(E)				
<b>PUBLIC SAFETY</b>								
Police Department/Crime Prevention	1	459,000						
Jail	2							
Emergency Management	3	1,930						
Flood Control	4							
Fire Department	5	110,425	14,903					
Ambulance	6	130,625	24,903					
Building Inspections	7	94,400	8,042					
Miscellaneous Protective Services	8	16,825	1,125					
Animal Control	9	10,000						
Other Public Safety	10							
<b>TOTAL (lines 1 - 10)</b>	<b>11</b>	<b>823,205</b>	<b>48,973</b>	<b>0</b>			<b>0</b>	
<b>PUBLIC WORKS</b>								
Roads, Bridges, & Sidewalks	12	6,770	452,944					
Parking - Meter and Off-Street	13							
Street Lighting	14		55,000					
Traffic Control and Safety	15							
Snow Removal	16							
Highway Engineering	17							
Street Cleaning	18							
Airport (if not Enterprise)	19	21,520						
Garbage (if not Enterprise)	20	236,650						
Other Public Works	21		675					
<b>TOTAL (lines 12 - 21)</b>	<b>22</b>	<b>264,940</b>	<b>508,619</b>	<b>0</b>			<b>0</b>	
<b>HEALTH &amp; SOCIAL SERVICES</b>								
Welfare Assistance	23							
City Hospital	24							
Payments to Private Hospitals	25							
Health Regulation and Inspection	26							
Water, Air, and Mosquito Control	27	10,020						
Community Mental Health	28							
Other Health and Social Services	29							
<b>TOTAL (lines 23 - 29)</b>	<b>30</b>	<b>10,020</b>	<b>0</b>	<b>0</b>			<b>0</b>	
<b>CULTURE &amp; RECREATION</b>								
Library Services	31	241,480	79,103					
Museum, Band and Theater	32							
Parks	33	141,485	51,438					
Recreation	34	77,469	9,416					
Cemetery	35	750						
Community Center, Zoo, & Marina	36							
Other Culture and Recreation	37		1,000					
<b>TOTAL (lines 31 - 37)</b>	<b>38</b>	<b>461,184</b>	<b>140,957</b>	<b>0</b>			<b>0</b>	

RE-ESTIMATED EXPENDITURES SCHEDULE PAGE 2

RE-ESTIMATED Fiscal Year Ending 2016

GOVERNMENT ACTIVITIES CONT.

(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)
GENERAL	SPECIAL REVENUES	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRI		
<b>COMMUNITY &amp; ECONOMIC DEVELOPMENT</b>								
Community Beautification	39							
Economic Development	40	40,310		131,223				
Housing and Urban Renewal	41							
Planning & Zoning	42	41,800						
Other Com & Econ Development	43							
TOTAL (lines 39 - 44)	45	82,110	0	131,223			0	
<b>GENERAL GOVERNMENT</b>								
Mayor, Council, & City Manager	46	16,535	1,410					
Clerk, Treasurer, & Finance Adm.	47	376,700	128,861					
Elections	48	1,500						
Legal Services & City Attorney	49	43,000						
City Hall & General Buildings	50	48,041						
Tort Liability	51	49,000						
Other General Government	52	38,864						
TOTAL (lines 46 - 52)	53	573,640	130,271	0			0	
<b>DEBT SERVICE</b>								
Gov Capital Projects	55				1,016,884			
TIF Capital Projects	56					864,693		
TOTAL CAPITAL PROJECTS	57	0	0	0		914,833	0	
TOTAL Governmental Activities Expenditures (lines 11+22+30+38+44+52+53+54)	58	2,215,099	828,820	131,223	1,016,884	914,833	0	
<b>BUSINESS TYPE ACTIVITIES</b>								
<b>Proprietary: Enterprise &amp; Budgeted ISF</b>								
Water Utility	59							5
Sewer Utility	60							7
Electric Utility	61							
Gas Utility	62							
Airport	63							
Landfill/Garbage	64							
Transit	65							
Cable TV, Internet & Telephone	66							
Housing Authority	67							
Storm Water Utility	68							1
Other Business Type (city hosp., ISF, parking, etc.)	69							
Enterprise DEBT SERVICE	70							3
Enterprise CAPITAL PROJECTS	71							
Enterprise TIF CAPITAL PROJECTS	72							
TOTAL BUSINESS TYPE EXPENDITURES (lines 56 - 68)	73							1,7
TOTAL ALL EXPENDITURES (lines 58+74)	74	2,215,099	828,820	131,223	1,016,884	914,833	0	1,7
Regular Transfers Out	75		84,017			69,925		3
Internal TIF Loan Transfers Out	76			333,226		20,000		
Total ALL Transfers Out	77	0	84,017	333,226	0	89,925	0	3
Total Expenditures and Other Fin Uses (lines 73+74)	78	2,215,099	912,837	464,449	1,016,884	1,004,758	0	2,0
Ending Fund Balance June 30	79	393,540	263,257	18,175	48,982	-123,417	16,317	1,8

THE USE OF THE CONTINUING APPROPRIATION IS VOLUNTARY. SUCH EXPENDITURES DO NOT REQUIRE AN AMENDMENT. HOWEVER THE ORIGINAL AMOUNT OF THE CA MUST HAVE APPEARED ON A PREVIOUS YEAR'S BUDGET TO OBTAIN THE SPENDING AUTHORITY. THE CONTINUING APPROPRIATION CAN NOT BE FOR A YEAR PRIOR TO CONTINUING APPROPRIATIONS END WITH THE ACTUAL YEAR. SEE INSTRUCTIONS.

RE-ESTIMATED REVENUES DETAIL  
RE-ESTIMATED Fiscal Year Ending 2016

(A)	(B)	(C) GENERAL	(D) SPECIAL REVENUES	(E) TIF SPECIAL REVENUES	(F) DEBT SERVICE	(G) CAPITAL PROJECTS	(H) PERMANENT	(I) PROPRIETARY	RE-EST 2016
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>									
Taxes Levied on Property	1	1,199,125	272,049		509,282				
Less: Uncollected Property Taxes - Levy Year	2								
Net Current Property Taxes (line 1 minus line 2)	3	1,199,125	272,049		509,282	0			
Delinquent Property Taxes	4								
TIF Revenues	5			464,449					
Other City Taxes:									
Utility Tax Replacement Excise Taxes	6	17,338	3,960		6,731				
Utility franchise tax (Iowa Code Chapter 364.2)	7								
Parimutuel wager tax	8								
Gaming wager tax	9								
Mobile Home Taxes	10								
Hotel/Motel Taxes	11								
Other Local Option Taxes	12								
Subtotal - Other City Taxes (lines 6 thru 12)	13	17,338	3,960		6,731	0			
Licenses & Permits	14	134,315							
Use of Money & Property	15	16,500	100	100					
Intergovernmental:									
Federal Grants & Reimbursements	16					43,000			
Road Use Taxes	17		550,000						
Other State Grants & Reimbursements	18	28,352	10,352		11,005	47,050			
Local Grants & Reimbursements	19	89,823							
Subtotal - Intergovernmental (lines 16 thru 19)	20	118,175	560,352	0	11,005	90,050			0
Charges for Fees & Service:									
Water Utility	21							874,000	
Sewer Utility	22							923,000	
Electric Utility	23								
Gas Utility	24								
Parking	25								
Airport	26								
Landfill/Garbage	27	235,000							
Hospital	28								
Transit	29								
Cable TV, Internet & Telephone	30								
Housing Authority	31								
Storm Water Utility	32							137,000	
Other Fees & Charges for Service	33	137,500							
Subtotal - Charges for Service (lines 21 thru 33)	34	372,500	0		0	0	0	1,934,000	
Special Assessments	35	3,000				15,800		1,315	
Miscellaneous	36	37,000	10,000		36,838				
Other Financing Sources:									
Regular Operating Transfers In	37	205,465	50,000		100,702	120,000			
Internal TIF Loan Transfers In	38				353,226				
Subtotal ALL Operating Transfers In	39	205,465	50,000	0	453,928	120,000	0	0	
Proceeds of Debt (Excluding TIF Internal Borrowing)	40	28,000							
Proceeds of Capital Asset Sales	41								
Subtotal-Other Financing Sources (lines 38 thru 39)	42	233,465	50,000	0	453,928	120,000	0	0	
Total Revenues except for beginning fund balance (lines 3, 4, 5, 12, 13, 14, 19, 33, 34, 35, & 39)	43	2,131,418	896,461	464,549	1,017,784	225,850	0	1,935,315	
Beginning Fund Balance July 1	44	477,221	279,633	18,075	48,082	655,491	16,317	1,992,327	
TOTAL REVENUES & BEGIN BALANCE (lines 41+42)	45	2,608,639	1,176,094	482,624	1,065,866	881,341	16,317	3,927,642	

EXPENDITURES SCHEDULE PAGE 1

Fiscal Year Ending 2017

GOVERNMENT ACTIVITIES (A)	(B)	GENERAL (C)	SPECIAL REVENUES (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	BUDGE 2017 (J)
<b>PUBLIC SAFETY</b>									
Police Department/Crime Prevention	1	481,893							4
Jail	2								
Emergency Management	3	2,750							
Flood Control	4								
Fire Department	5	135,375	15,103						1
Ambulance	6	138,275	15,103						1
Building Inspections	7	98,215	5,768						1
Miscellaneous Protective Services	8	17,325	1,210						
Animal Control	9	10,000							
Other Public Safety	10								
TOTAL (lines 1 - 10)	11	883,833	37,184				0		9
<b>PUBLIC WORKS</b>									
Roads, Bridges, & Sidewalks	12	6,770	543,885						5
Parking - Meter and Off-Street	13								
Street Lighting	14								
Traffic Control and Safety	15								
Snow Removal	16								
Highway Engineering	17								
Street Cleaning	18								
Airport (if not Enterprise)	19	23,613							7
Garbage (if not Enterprise)	20	243,450							2
Other Public Works	21								
TOTAL (lines 12 - 21)	22	273,833	543,885				0		8
<b>HEALTH &amp; SOCIAL SERVICES</b>									
Welfare Assistance	23								
City Hospital	24								
Payments to Private Hospitals	25								
Health Regulation and Inspection	26								
Water, Air, and Mosquito Control	27	10,020							1
Community Mental Health	28								
Other Health and Social Services	29								
TOTAL (lines 23 - 29)	30	10,020	0				0		1
<b>CULTURE &amp; RECREATION</b>									
Library Services	31	258,230	83,390						34
Museum, Band and Theater	32								
Parks	33	118,255	18,693						13
Recreation	34	46,269	11,010						5
Cemetery	35	750							
Community Center, Zoo, & Marina	36								
Other Culture and Recreation	37		1,000						
TOTAL (lines 31 - 37)	38	423,504	114,093				0		53

CITY OF Bondurant

EXPENDITURES SCHEDULE PAGE 2

Fiscal Year Ending 2017

GOVERNMENT ACTIVITIES CONT.	(A)	(B)	GENERAL (C)	SPECIAL REVENUES (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	BUDG 2017 (J)
<b>COMMUNITY &amp; ECONOMIC DEVELOPMENT</b>										
Community Beautification	39									
Economic Development	40		63,800		138,659					
Housing and Urban Renewal	41									
Planning & Zoning	42		21,800							
Other Com & Econ Development	43									
TOTAL (lines 39 - 44)	45		85,600	0	138,659			0		
<b>GENERAL GOVERNMENT</b>										
Mayor, Council, & City Manager	46		21,100	1,590						
Clerk, Treasurer, & Finance Adm.	47		387,150	168,490						
Elections	48									
Legal Services & City Attorney	49		35,000							
City Hall & General Buildings	50		49,000							
Tort Liability	51		49,000							
Other General Government	52									
TOTAL (lines 46 - 52)	53		541,250	170,080	0			0		
<b>DEBT SERVICE</b>	54					1,036,871				1,036,871
Gov Capital Projects	55						365,000			365,000
TIF Capital Projects	56									
<b>TOTAL CAPITAL PROJECTS</b>	57		0	0	0		365,000	0		365,000
<b>TOTAL Government Activities Expenditures</b> (lines 11+22+30+38+45+53+54+57)	58		2,218,040	865,242	138,659	1,036,871	365,000	0		4,437,812
<b>BUSINESS TYPE ACTIVITIES</b>										
<b>Proprietary: Enterprise &amp; Budgeted ISF</b>										
Water Utility	59								732,607	732,607
Sewer Utility	60								936,452	936,452
Electric Utility	61									
Gas Utility	62									
Airport	63									
Landfill/Garbage	64									
Transit	65									
Cable TV, Internet & Telephone	66									
Housing Authority	67									
Storm Water Utility	68								272,142	272,142
Other Business Type (city hosp., ISF, parking, etc.)	69									
Enterprise DEBT SERVICE	70								200,705	200,705
Enterprise CAPITAL PROJECTS	71								350,000	350,000
Enterprise TIF CAPITAL PROJECTS	72									
<b>TOTAL Business Type Expenditures (lines 59 - 73)</b>	73								2,491,906	2,491,906
<b>TOTAL ALL EXPENDITURES (lines 58+74)</b>	74		2,218,040	865,242	138,659	1,036,871	365,000	0	2,491,906	7,113,524
Regular Transfers Out	75			11,806					262,575	262,575
Internal TIF Loan / Repayment Transfers Out	76				331,806		20,000			351,806
<b>Total ALL Transfers Out</b>	77		0	11,806	331,806	0	20,000	0	262,575	645,187
<b>Total Expenditures &amp; Fund Transfers Out (lines 75+78)</b>	78		2,218,040	877,048	470,465	1,036,871	385,000	0	2,754,481	7,758,711
<b>Ending Fund Balance June 30</b>	79		391,090	344,784	18,275	49,482	-497,517	16,317	1,023,580	1,336,421

\* A continuing appropriation is the unexpended budgeted amount from a prior year's capital project. The entry is made on the Con Approps page that must accompany the budget forms if used. SEE INSTRUCTIONS FOR USE.

**REVENUES DETAIL  
Fiscal Year Ending 2017**

(A)	(B)	GENERAL (C)	SPECIAL REVENUES (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>								
Taxes Levied on Property	1	1,313,087	309,293		543,725	0		
Less: Uncollected Property Taxes - Levy Year	2							
Net Current Property Taxes (line 1 minus line 2)	3	1,313,087	309,293		543,725	0		
Delinquent Property Taxes	4							
TIF Revenues	5			470,465				
Other City Taxes:								
Utility Tax Replacement Excise Taxes	6	16,830	3,990		6,431	0		
Utility franchise tax (Iowa Code Chapter 364.2)	7							
Parimutuel wager tax	8							
Gaming wager tax	9							
Mobile Home Taxes	10							
Hotel/Motel Taxes	11							
Other Local Option Taxes	12							
Subtotal - Other City Taxes (lines 6 thru 12)	13	16,830	3,990		6,431	0		
Licenses & Permits	14	143,315						
Use of Money & Property	15	16,500	75	100				
Intergovernmental:								
Federal Grants & Reimbursements	16							
Road Use Taxes	17		630,000					
Other State Grants & Reimbursements	18	27,070	10,217	0	10,343	0		0
Local Grants & Reimbursements	19	89,823						
Subtotal - Intergovernmental (lines 16 thru 19)	20	116,893	640,217	0	10,343	0		0
Charges for Fees & Service:								
Water Utility	21							869,000
Sewer Utility	22							922,000
Electric Utility	23							
Gas Utility	24							
Parking	25							
Airport	26							
Landfill/Garbage	27	241,000						
Hospital	28							
Transit	29							
Cable TV, Internet & Telephone	30							
Housing Authority	31							
Storm Water Utility	32							143,000
Other Fees & Charges for Service	33	144,900						
Subtotal - Charges for Service (lines 21 thru 33)	34	385,900	0		0	0	0	1,934,000
Special Assessments	35	3,000				10,900		
Miscellaneous	36	34,525	5,000		36,225			
Other Financing Sources:								
Regular Operating Transfers In	37	185,540			88,841			
Internal TIF Loan Transfers In	38				351,806			
Subtotal ALL Operating Transfers In	39	185,540	0	0	440,647	0	0	0
Proceeds of Debt (Excluding TIF Internal Borrowing)	40							
Proceeds of Capital Asset Sales	41							
Subtotal-Other Financing Sources (lines 38 thru 40)	42	185,540	0	0	440,647	0	0	0
Total Revenues except for beginning fund balance (lines 3, 4, 5, 13, 14, 15, 20, 34, 35, 36, & 41)	43	2,216,590	958,575	470,565	1,037,371	10,900	0	1,934,000
Beginning Fund Balance July 1	44	393,540	263,257	18,175	48,982	-123,417	16,317	1,844,061
<b>TOTAL REVENUES &amp; BEGIN BALANCE (lines 42-43)</b>	<b>45</b>	<b>2,609,130</b>	<b>1,221,832</b>	<b>488,740</b>	<b>1,086,353</b>	<b>-112,517</b>	<b>16,317</b>	<b>3,778,061</b>

## CITY OF

## Bondurant

## ADOPTED BUDGET SUMMARY

YEAR ENDED JUNE 30, 2017

(A)	(B)	GENERAL (C)	SPECIAL REVENUES (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	E
<b>Revenues &amp; Other Financing Sources</b>									
Taxes Levied on Property	1	1,313,087	309,293		543,725	0			
Less: Uncollected Property Taxes-Levy Year	2	0	0		0	0			
Net Current Property Taxes	3	1,313,087	309,293		543,725	0			
Delinquent Property Taxes	4	0	0		0	0			
TIF Revenues	5			470,465					
Other City Taxes	6	16,830	3,990		6,431	0			
Licenses & Permits	7	143,315	0					0	
Use of Money and Property	8	16,500	75	100	0	0	0	0	
Intergovernmental	9	116,893	640,217	0	10,343	0		0	
Charges for Fees & Service	10	385,900	0		0	0	0	1,934,000	
Special Assessments	11	3,000	0		0	10,900		0	
Miscellaneous	12	34,525	5,000		36,225	0	0	0	
Sub-Total Revenues	13	2,030,050	958,575	470,565	596,724	10,900	0	1,934,000	
<b>Other Financing Sources:</b>									
Total Transfers In	14	185,540	0	0	440,647	0	0	0	
Proceeds of Debt	15	0	0	0	0	0		0	
Proceeds of Capital Asset Sales	16	0	0	0	0	0	0	0	
Total Revenues and Other Sources	17	2,215,590	958,575	470,565	1,037,371	10,900	0	1,934,000	
<b>Expenditures &amp; Other Financing Uses</b>									
Public Safety	18	883,833	37,184	0			0		
Public Works	19	273,833	543,885	0			0		
Health and Social Services	20	10,020	0	0			0		
Culture and Recreation	21	423,504	114,093	0			0		
Community and Economic Development	22	85,600	0	138,659			0		
General Government	23	541,250	170,080	0			0		
Debt Service	24	0	0	0	1,036,871		0		
Capital Projects	25	0	0	0		365,000	0		
Total Government Activities Expenditures	26	2,218,040	865,242	138,659	1,036,871	365,000	0		
Business Type Proprietary: Enterprise & ISF	27							2,491,906	
Total Gov & Bus Type Expenditures	28	2,218,040	865,242	138,659	1,036,871	365,000	0	2,491,906	
Total Transfers Out	29	0	11,806	331,806	0	20,000	0	262,575	
Total ALL Expenditures/Fund Transfers Out	30	2,218,040	877,048	470,465	1,036,871	385,000	0	2,754,481	
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	31 32	-2,450	81,527	100	500	-374,100	0	-820,481	
Beginning Fund Balance July 1	33	393,540	263,257	18,175	48,982	-123,417	16,317	1,844,061	
Ending Fund Balance June 30	34	391,090	344,784	18,275	49,482	-497,517	16,317	1,023,580	

**LONG TERM DEBT SCHEDULE  
GENERAL OBLIGATION BONDS, TIF BONDS, REVENUE BONDS, LOANS, LEASE-PURCHASE PAYMENTS**

City Name: Bondurant

Project Name (A)	Amount of Issue (B)	Type of Debt Obligation (C)	Date Certified to County Auditor (D)	Debt Resolution Number (E)	Principal Due FY 2017 (F)	Interest Due FY 2017 +(G)	Bond Reg./ Paying Agent Fees Due FY 2017 +(H)	Total Obligation Due FY 2017 =(I)
(1) \$2,300,000 GO Bond (Main St, 2nd St Bike Trail)-TIF	2,300,000	GO	Aug 2008	08-122	265,000	41,953	500	307,
(2) \$248,934 SRF Loan (Series A) - Sewer	248,934	NON - GO	January 1999	98-134	16,000	858	25	16,
(3) \$326,066 SRF Loan (Series B) - Sewer	326,066	NON - GO	January 1999	98-134	21,000	1,155	33	22,
(4) \$1,745,000 GO Bond (Refunding \$2,990,000) 2013B	1,745,000	GO	June 2013	13-82	240,000	15,110	500	255,
(5) \$778,074 Water Refunding Bonds (DMWW) 2012B	778,074	NON - GO	Aug 2005	05-78	57,811	18,233		76,
(6) \$1,550,000 GO Bond (PW Facility, Paine Hts drainage, 2nd SE)	1,550,000	GO	July 2011	11-87	100,000	33,023	500	133,
(7) \$1,130,000 GO Bond (Water Purchase Capacity) 2014A	1,130,000	GO	March 2014	14-31	50,000	26,436	600	77,
(8) \$2,265,000 GO Bond (Parks, WRA, Trails, Fire Equip) 2013A	2,265,000	GO	June 2013	13-82	205,000	22,025	500	227,
(9) \$170,000 Local Bank Note (Fire Vehicles)	170,000	GO	Sept 2013	13-159	35,000	1,225		36,
(10) \$500,000 Water Revenue Note - Pleasant Hill water capacity	500,000	NON - GO	March 2014	14-30	47,500	8,154		55,
(11) \$1,221,213 Polk Co Urban Service Area	1,800,586	NON - GO	2007		69,003			69,
(12)		NO SELECTION						
(13)		NO SELECTION						
(14)		NO SELECTION						
(15)		NO SELECTION						
(16)		NO SELECTION						
(17)		NO SELECTION						
(18)		NO SELECTION						
(19)		NO SELECTION						
(20)		NO SELECTION						
(21)		NO SELECTION						
(22)		NO SELECTION						
(23)		NO SELECTION						
(24)		NO SELECTION						
(25)		NO SELECTION						
(26)		NO SELECTION						
(27)		NO SELECTION						
(28)		NO SELECTION						
(29)		NO SELECTION						
(30)		NO SELECTION						
<b>TOTALS</b>					1,106,314	168,172	2,658	1,277,1

## NOTICE OF PUBLIC HEARING BUDGET ESTIMATE

FISCAL YEAR BEGINNING JULY 1, 2016 - ENDING JUNE 30, 2017

City of                     **Bondurant**                    , Iowa

The City Council will conduct a public hearing on the proposed Budget at                     **Bondurant City Center**                      
on                     **3/7/2016**                     at                     **6:00 p.m.**                      
*(Date) xx/xx/xx* *(hour)*

The Budget Estimate Summary of proposed receipts and expenditures is shown below.  
Copies of the the detailed proposed Budget may be obtained or viewed at the offices of the Mayor,  
City Clerk, and at the Library.

The estimated Total tax levy rate per \$1000 valuation on regular property . . . . . \$                     13.88621                      
The estimated tax levy rate per \$1000 valuation on Agricultural land is . . . . . \$                     3.00375                    

At the public hearing, any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget.

                    515-967-2418                      
phone number

                    **Shelby Hagan**                      
City Clerk/Finance Officer's NAME

		Budget FY 2017	Re-estimated FY 2016	Actual FY 2015
		(a)	(b)	(c)
<b>Revenues &amp; Other Financing Sources</b>				
Taxes Levied on Property	1	2,166,105	1,980,456	1,757,714
Less: Uncollected Property Taxes-Levy Year	2	0	0	0
<b>Net Current Property Taxes</b>	<b>3</b>	<b>2,166,105</b>	<b>1,980,456</b>	<b>1,757,714</b>
Delinquent Property Taxes	4	0	0	0
TIF Revenues	5	470,465	464,449	488,924
Other City Taxes	6	27,251	28,029	35,586
Licenses & Permits	7	143,315	134,315	183,622
Use of Money and Property	8	16,675	16,700	33,287
Intergovernmental	9	767,453	779,582	1,828,615
Charges for Fees & Service	10	2,319,900	2,306,500	2,243,081
Special Assessments	11	13,900	20,115	34,887
Miscellaneous	12	75,750	83,838	245,148
Other Financing Sources	13	0	28,000	8,786
Transfers In	14	626,187	829,393	677,104
<b>Total Revenues and Other Sources</b>	<b>15</b>	<b>6,627,001</b>	<b>6,671,377</b>	<b>7,536,754</b>
<b>Expenditures &amp; Other Financing Uses</b>				
Public Safety	16	921,017	872,178	748,099
Public Works	17	817,718	773,559	563,652
Health and Social Services	18	10,020	10,020	768
Culture and Recreation	19	537,597	602,141	451,536
Community and Economic Development	20	224,259	213,333	265,459
General Government	21	711,330	703,911	675,312
Debt Service	22	1,036,871	1,016,884	2,687,731
Capital Projects	23	365,000	914,833	2,022,761
<b>Total Government Activities Expenditures</b>	<b>24</b>	<b>4,623,812</b>	<b>5,106,859</b>	<b>7,415,318</b>
Business Type / Enterprises	25	2,491,906	1,761,356	1,323,092
<b>Total ALL Expenditures</b>	<b>26</b>	<b>7,115,718</b>	<b>6,868,215</b>	<b>8,738,410</b>
Transfers Out	27	626,187	829,393	677,104
<b>Total ALL Expenditures/Transfers Out</b>	<b>28</b>	<b>7,741,905</b>	<b>7,697,608</b>	<b>9,415,514</b>
<b>Excess Revenues &amp; Other Sources Over (Under) Expenditures/Transfers Out</b>	<b>29</b>	<b>-1,114,904</b>	<b>-1,026,231</b>	<b>-1,878,760</b>
Beginning Fund Balance July 1	30	2,460,915	3,487,146	5,365,906
<b>Ending Fund Balance June 30</b>	<b>31</b>	<b>1,346,011</b>	<b>2,460,915</b>	<b>3,487,146</b>

CITY OF BONDURANT  
RESOLUTION NO. 16-38

RESOLUTION APPROVING THE RENEWAL LICENSE FOR CLASS C BEER PERMIT (BC)  
AND CLASS B WINE PERMIT FOR THE BRICK STREET MARKET, LLC, 114 BRICK  
STREET, SOUTHEAST, BONDURANT

WHEREAS, The Brick Street Market, LLC, 114 Brick Street, Southeast, Bondurant, Iowa, has applied for a Class C Beer Permit (BC) and Class B Wine Permit in accordance with the provisions of Chapter 123 of the Code of Iowa; AND

WHEREAS, Bondurant Emergency Services conducted an inspection that revealed no violations; AND

WHEREAS, the application was completed accurately and in timely fashion,

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Bondurant, Polk County, Iowa, that the Renewal License Application for a Class C Beer Permit (BC) and Class B Wine Permit for The Brick Street Market, LLC, 114 Brick Street, Southeast, Bondurant, is hereby approved as presented.

Passed this 7th day of March, 2016,

By: \_\_\_\_\_  
Brian Lohse, Mayor Pro Tem

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				

**Applicant License Application ( BC0030251 )**

<b>Name of Applicant:</b> <u>The Brick Street Market LLC</u>		
<b>Name of Business (DBA):</b> <u>The Brick Street Market</u>		
<b>Address of Premises:</b> <u>114 Brick St</u>		
<b>City</b> <u>Bondurant</u>	<b>County:</b> <u>Polk</u>	<b>Zip:</b> <u>50035</u>
<b>Business</b>	<u>(515) 967-2220</u>	
<b>Mailing</b>	<u>114 Brick St</u>	
<b>City</b> <u>Bondurant</u>	<b>State</b> <u>IA</u>	<b>Zip:</b> <u>50035</u>

**Contact Person**

<b>Name</b> <u>Reenie Hogan</u>	<b>Phone:</b> <u>(515) 967-2220</u>	<b>Email</b> <u>info@thebrickstreetmarket.com</u>
---------------------------------	-------------------------------------	---

**Classification** Class C Beer Permit (BC)

**Term:** 12 months

**Effective Date:** 03/30/2016

**Expiration Date:** 03/29/2017

**Privileges:**

Class B Wine Permit

Class C Beer Permit (BC)

**Status of Business**

<b>BusinessType:</b> <u>Limited Liability Company</u>	
<b>Corporate ID Number:</b> <u>462761</u>	<b>Federal Employer ID</b>

**Ownership**

**Brian Lohse**

**First Name:** Brian                      **Last Name:** Lohse  
**City:** Bondurant                      **State:** Iowa                      **Zip:** 50035  
**Position:** Managing Member  
**% of Ownership:** 50.00%                      **U.S. Citizen:** Yes

**Mary Lohse**

**First Name:** Mary                      **Last Name:** Lohse  
**City:** Bondurant                      **State:** Iowa                      **Zip:** 50035  
**Position:** Managing Member  
**% of Ownership:** 50.00%                      **U.S. Citizen:** Yes

**Insurance Company Information**

<b>Insurance Company:</b>
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**CITY OF BONDURANT  
RESOLUTION NO. 16-39**

**RESOLUTION APPROVING THE SANDRA MILLER ANNEXATION PETITION**

WHEREAS, the City of Bondurant has received an application for voluntary annexation concerning the property in Section 25; AND

WHEREAS, 100% of the land area to be considered is petitioning for annexation voluntarily; AND

WHEREAS, the property owners Ethel C. Sankey Trust, and Sandra (Trustee) Miller are annexing 30.2 acres for Phase 1 of the Sankey Summit Development; AND

WHEREAS, Notice of the proposed annexation was mailed to the Polk County Board of Supervisors on February 4, 2016 and published in the Altoona Herald on February 17, 2016 as required by Iowa Code Section 368.7 (2),

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Bondurant, Polk County, Iowa, that the Sandra Miller Annexation Petition, is hereby approved as presented.

Current Owners	Legal Description	Parcel No.	Acres
Ethel C. Sankey Trust Sandra (Trustee) Miller	-EX S 336F N 1791F E 259.03F- NE1/4 LESS RD SEC 25	8023-25-200-001	30.2

Passed this 7th day of March, 2016,

By: \_\_\_\_\_  
Brian Lohse, Mayor Pro Tem

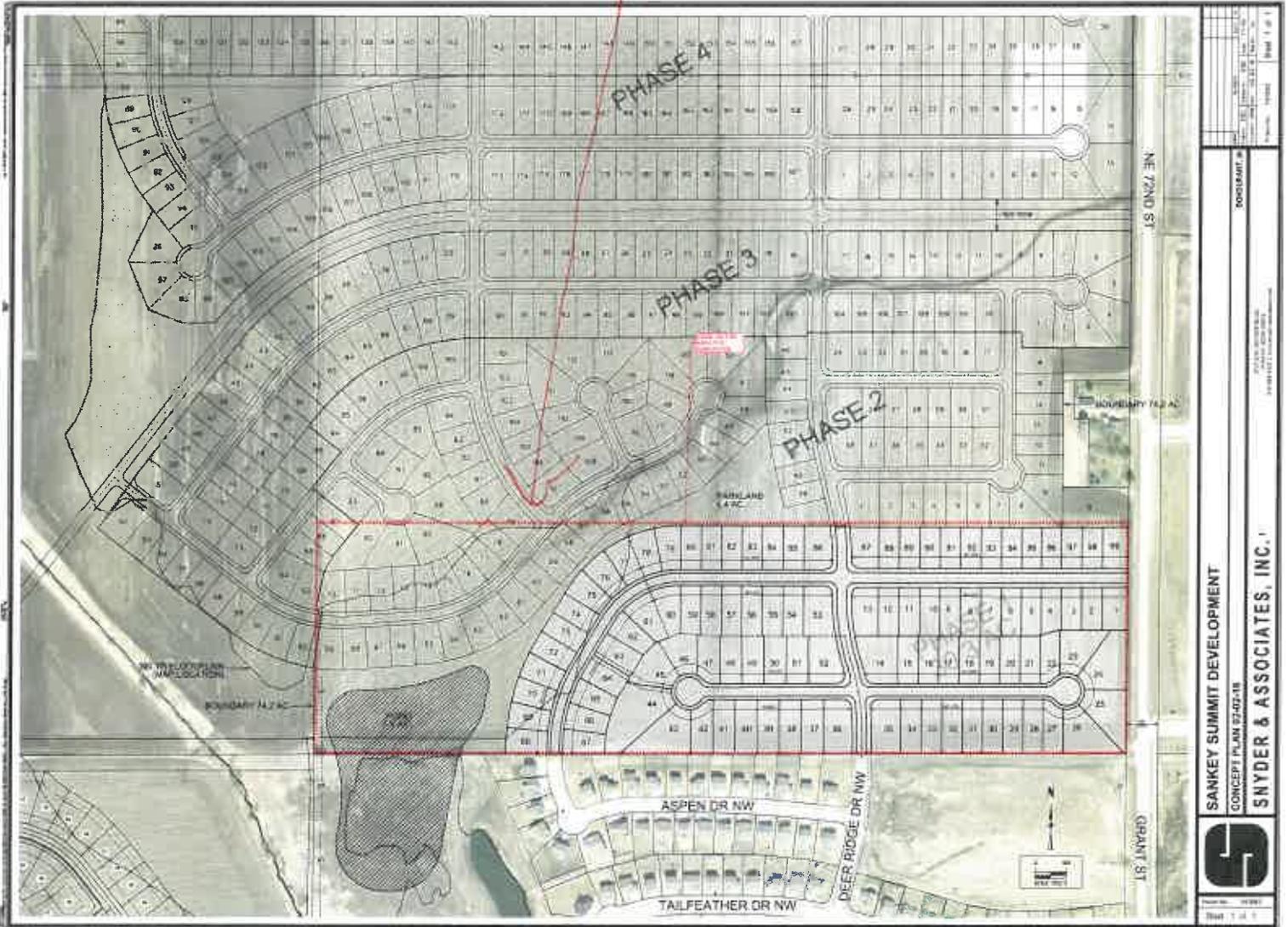
ATTEST: I, Shelby Hagan, City Clerk of Bondurant, hereby certify that at a meeting of the City Council held on the above date, among other proceedings the above was adopted.

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				
Eirod				

Annexation Area in Red



CITY OF BONDURANT  
RESOLUTION NO. 16-40

RESOLUTION APPROVING THE PART-TIME PARAMEDIC JOB DESCRIPTION

WHEREAS, the purpose of this position is to ensure basic and advanced emergency medical care is available to the citizens and visitors of Bondurant and surrounding area during peak times when traditional staffing is not available; AND

WHEREAS, this is a part-time paramedic/firefighter position; AND

WHEREAS, this position is non-exempt and reports to the Fire Chief,

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Bondurant, Polk County, Iowa, that the Part-Time Paramedic Job Description, is hereby approved as presented.

Passed this 7th day of March, 2016,

By: \_\_\_\_\_  
Brian Lohse, Mayor Pro Tem

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				

# CITY OF BONDURANT

## JOB DESCRIPTION

Name	_____	Department:	Fire Department
Title:	Part time Paramedic / Fire fighter	FLSA:	Non-Exempt
Date:	April 1, 2016	Reports to:	Fire Chief

### **PURPOSE OF POSITION**

To ensure basic and advanced emergency medical care is available to the citizens and visitors of Bondurant and surrounding area during peak times when traditional staffing is not available.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

The following duties are normal for this position. They are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

Under general direction, provides basic and advanced emergency medical care for assessment/evaluation, treatment, stabilization, and transport of the ill and injured for 911 response, event medical support, and disasters. Ensures all actions taken in carrying out responsibilities supporting patient centered care. Perform general house keeping duties and maintenance of equipment, buildings and grounds when not responding to 911 calls and also assist in daily operations of the department as directed.

Performs such other duties as may be reasonably expected of an employee in this capacity.

### **MINIMUM TRAINING AND EXPERIENCE REQUIRED TO PERFORM ESSENTIAL FUNCTIONS**

Valid EMT certification issued by the Iowa Department of Public Health, Bureau of EMS at the EMT level (minimum) at time of hire. (Must obtain valid certification issued by the Iowa Department of Public Health, Bureau of EMS, Paramedic certification within 120 days of hire.) Valid Iowa drivers license and eligibility for coverage under the City of Bondurant's insurance and maintained throughout employment. Basic Life Support (BLS) for Healthcare Providers training at time of hire and must maintain throughout employment. Ability to demonstrate theory, techniques and practices utilized in emergency patient care for all ages; knowledge of oral, intramuscular and intravenous medication delivery, actions and contraindications; knowledge of

bandaging and splinting techniques. Ability to perform advanced emergency treatments; ability to document; skill in assessing and interpreting patient conditions; skill in oral and written communication; skill in operation and maintenance of ambulance and equipment. Hazardous Materials Operations training or within 90 days of hire and must maintain throughout employment. Five years experience with 911 ambulance service. Firefighter I and Hazardous Materials Operations level training. Knowledge of the National Incident Management System (NIMS). Experience in general public safety training.

## **MINIMUM PHYSICAL AND MENTAL ABILITIES REQUIRED TO PERFORM ESSENTIAL FUNCTIONS**

### **Physical Requirements**

Minimum 18 years of age. Position requires adaptability to performing a variety of duties, often changing from one task to another of a different nature without subsequent loss of efficiency or composure. Lifts and carries objects weighing up to 75 lbs. on a regular basis. Pushes and pulls objects weighing up to 150 lbs. on a regular basis. Climbing ladders, step and balancing objects required on occasional basis. Ability to assist with patient care using specialized equipment and/or techniques on scenes and in the back of a moving ambulance. Use of fingers, hands, arms, body torso requiring manual dexterity is required in virtually all tasks performed.

### **Cognitive Demands**

Position requires the ability to assume triage and treatment of multiple patients in a mass casualty situation. Focus on the patients best interest while maintaining an awareness of current surroundings for potential dangers often found on various emergency scenes.

Ability to manage one's time effectively.

### **Language Ability & Interpersonal Communication**

Skill in effective oral and written communication in English. Knowledge of basic arithmetic, algebra, statistics, and their applications. Knowledge of the structure and content of the English language including the meaning and spelling of words, rules and of composition, and grammar. Active Listening skills, giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times. Ability to pursue and foster a sense of team and partnership across all disciplines.

### **Environmental Adaptability**

Occupational hazards are those generally associated with occupations engaged in a prehospital medical emergency situation. Often working outside in extreme weather conditions for extended periods of time.

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I have carefully read and understand the contents of this job description. I understand the responsibilities, requirements and duties expected of me. I understand that this is not necessarily an exhaustive list of responsibilities, skills, duties, requirements, efforts or working conditions associated with the job. While this list is intended to be an accurate reflection of the current job, the Employer reserves the right to revise the functions and duties of the job or to require that additional or different tasks be performed as directed by the Employer. I understand that I may be required to work overtime, different shifts or hours outside the normally defined workday or workweek. I also understand that this job description does not constitute a contract of employment nor alter my status as an at-will employee. I have the right to terminate my employment at any time and for any reason, and the Employer has a similar right.

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Date

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Employee's Signature

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Date

---

Fire Chief's Signature

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Date

---

City Administrator's Signature

*The City of Bondurant is an Equal Opportunity Employer. In compliance with the American with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages prospective employees and incumbents to discuss potential accommodations with the Employer.*

CITY OF BONDURANT  
RESOLUTION NO. 16-41

RESOLUTION APPROVING THE SEASONAL GROUNDSKEEPER/LANDSCAPER JOB  
DESCRIPTION

WHEREAS, the purpose of this position is to perform manual labor and semi-skilled work often involving the operation of light to medium duty construction and maintenance equipment; AND

WHEREAS, essential duties and responsibilities include building and grounds maintenance, maintain landscaped areas, mow, cleans and maintains buildings and other park facilities, etc.; AND

WHEREAS, this position is a seasonal position and assists other City Departments as directed,

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Bondurant, Polk County, Iowa, that the Seasonal Groundskeeper/Landscaper Job Description, is hereby approved as presented.

Passed this 7th day of March, 2016,

By: \_\_\_\_\_  
Brian Lohse, Mayor Pro Tem

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				

# CITY OF BONDURANT

## JOB DESCRIPTION

Name \_\_\_\_\_ Department: PK  
Title: Seasonal Groundskeeper/Landscaper FLSA: Non-Exempt  
Date: February 24, 2016 Reports to: Superintendent/BldgGrounds

### **PURPOSE OF POSITION / SUMMARY**

Under general to direct supervision, performs manual labor and semi-skilled work often involving the operation of light to medium duty construction and maintenance equipment. Employee must show fundamental knowledge of how to use the machinery and the general ability to follow instructions. This seasonal position is compensated on an hourly basis. This position runs from April 1 to September 21.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

The following duties are normal for this position. They are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

#### Example of Essential Duties and Responsibilities:

- 1) Performs duties relating to building and grounds maintenance.
- 2) Maintain landscaped areas of City property, including weeding, fertilizing, trimming.
- 3) Mow grass and weeds, cuts brush, trims trees, and performs site clean up.
- 4) Cleans and maintains buildings and other park facilities using manual labor and equipment as needed.
- 5) Safely operates maintenance equipment, which may include, but is not limited to: mowers, chain saws, weed-eaters, and other equipment as needed.
- 6) Operates painting equipment to maintain the appearance of facilities.
- 7) Loads and unloads heavy objects, materials, and supplies as needed.
- 8) Performs routine maintenance and repairs on equipment.
- 9) Assists other City departments as directed.
- 10) Attends safety meetings and seminars as required.
- 11) Performs other duties as apparent or assigned.
- 12) Abide by the guidelines of the Employee Handbook

## **PHYSICAL AND ENVIRONMENTAL CHARACTERISTICS**

**Required Physical Activities:** Carrying, Climbing, Balancing, Stooping, Kneeling, Crouching, Crawling, Reaching, Standing, Walking, Pushing, Pulling, Lifting, Grasping, Talking, Hearing.

**Physical Characteristics of the Job:** Heavy work requiring exertion of up to 100 pounds of force occasionally and exertion of up to 50 pounds of force frequently.

**Environmental Conditions:** The work is performed primarily outside and includes seasonal exposure to heat, wind, rain, and other weather conditions. The worker is also exposed to awkward or confining work space, darkness or poor lighting, dirt/dust, fumes/odors, moving machinery, noise, vibration, visual strain, wetness/humidity, working on uneven ground, mechanical hazards, chemical hazards, and traffic hazards.

## **EQUIPMENT AND MATERIALS USED:**

Truck and attachments, tractor and attachments, mowers and attachments, trimmers, air compressor, pumps, drills, saws, grinders, ladders, generators, chains, extension cords, measuring equipment, jackhammer, sledgehammer, pick-ax, winch, hoses, oil, concrete and asphalt tools, hydraulic tools, traffic control equipment, calculator, telephone, MSDS information, OSHA regulations, and other equipment as required.

## **EMPLOYMENT STANDARDS:**

### **Required Knowledge, Skills, and Abilities:**

- Ability to follow one or two step verbal or demonstrated instructions.
- Ability to work independently as needed.
- Ability to perform simple addition and subtraction, copy figures, count, and record numbers.
- Ability to read and write identifying information; request supplies verbally or in writing.
- Ability to operate, or learn how to operate, light construction equipment in a safe and competent manner.
- Ability to perform manual labor for extended periods of time often in inclement weather.
- Ability to use a cellular telephone.
- Knowledge of traffic laws and regulations involved in equipment operation.
- Knowledge of occupational hazards and safety precautions associated with the operation of tools and equipment.
- Ability to establish and maintain an effective working relationship with co-workers and the public.
- Ability to pass a pre-employment physical and a non-CDL required drug screen.

Education, Training and Experience:

Education Preferred: Graduation or working toward graduation from High School or equivalent (G.E.D.).

Experience Preferred: General knowledge of Horticulture and Gardening Practices  
Six months to one year of operating light to medium construction equipment or six months to one year in a mechanical position.

Required Special Qualifications:

- ◆ Shall be generally available for off-hour emergencies and/or work assignments.
- ◆ Shall establish residency within twenty-five (25) miles, which takes less than 25 minutes to drive to the department maintenance facility.

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I have carefully read and understand the contents of this job description. I understand the responsibilities, requirements and duties expected of me. I understand that this is not necessarily an exhaustive list of responsibilities, skills, duties, requirements, efforts or working conditions associated with the job. While this list is intended to be an accurate reflection of the current job, the Employer reserves the right to revise the functions and duties of the job or to require that additional or different tasks be performed as directed by the Employer. I understand that I may be required to work overtime, different shifts or hours outside the normally defined workday or workweek. I also understand that this job description does not constitute a contract of employment nor alter my status as an at-will employee. I have the right to terminate my employment at any time and for any reason, and the Employer has a similar right.

---

Date

---

Employee's Signature

---

Date

---

City Administrator's Signature

Page Four

*The City of Bondurant is an Equal Opportunity Employer. In compliance with the American with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages prospective employees and incumbents to discuss potential accommodations with the Employer.*

CITY OF BONDURANT  
RESOLUTION NO. 16-42

RESOLUTION APPROVING THE BRSC FIELD WORKER JOB DESCRIPTION

WHEREAS, the purpose of this position and primary function is to upkeep and maintenance of all buildings, grounds and parking areas at the Bondurant Recreational Sports Complex (BRSC); AND

WHEREAS, this position is expected to work during the baseball and softball season for games and tournaments; AND

WHEREAS, this position will report to the BRSC Facility Manager,

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Bondurant, Polk County, Iowa, that the BRSC Field Worker Job Description, is hereby approved as presented.

Passed this 7th day of March, 2016,

By: \_\_\_\_\_  
Brian Lohse, Mayor Pro Tem

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				

# CITY OF BONDURANT

## JOB DESCRIPTION

Name \_\_\_\_\_

Department: BRSC

Title: Bondurant Recreational Sports  
Complex Field Maintenance Worker

FLSA: Non-Exempt

Date: February 9, 2016

Reports to: BRSC Facility Manager

### **PURPOSE OF POSITION / SUMMARY**

Under general to direct supervision, the primary function of this position is upkeep and maintenance of all buildings, grounds and parking areas at the Bondurant Recreational Sports Complex. This part-time position is compensated on an hourly basis.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

The following duties are normal for this position. They are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

Example of Essential Duties and Responsibilities:

1. Performs duties related to building and grounds maintenance
2. Mow grass and weeds, cuts brush, trims trees and performs site clean up.
3. Constructs and repairs buildings, playground equipment, fences and other BRSC facilities using manual labor and equipment as needed.
4. Be present whenever scheduled at BRSC. This includes weekdays and weekends. This may require a weekly work schedule which differs from the normal 8:00 a.m. to 5:00 p.m. Monday through Friday schedule during the times of the year that the fields are scheduled. Must give 24 hour notice of absence from scheduled work time.
5. Safely operates maintenance and equipment, which may include, but is not limited to: mowers, weed trimmers, tractors and other equipment as needed.
6. Be present for a normal workday for all weekend tournaments.
7. Assure that all fields are in proper condition prior to all scheduled field uses. This includes tournaments and weekday scheduled activities and includes mowing, chalking, dragging and pitching mound and base settings.
8. Assure that all bathrooms are cleaned and serviced on an hourly basis during events in which all or almost all of the fields are scheduled.
9. Assure all full garbage totes are switched before overflowing occurs. Overflowing trash cans are not acceptable.
10. Assure that all BRSC turf surfaces are in good condition. This includes ball fields and facility grounds which are not part of any ball fields.
11. Organize tools and equipment storage areas and maintain these areas in a clean and presentable appearance.
12. Assure that facilities are closed and locked when the facility is not in use.
13. Assist with duties as directed by the BRSC Facility Manager.
14. Attend safety meetings and seminars.
15. Abide by guidelines of the Employee Handbook

## **PHYSICAL AND ENVIRONMENTAL CHARACTERISTICS**

**Required Physical Activities:** Carrying, Climbing, Balancing, Stooping, Kneeling, Crouching, Reaching, Standing, Walking, Lifting, Grasping, Talking, and Hearing.

**Physical Characteristics of the Job:** Occasional work requiring exertion of up to 50 pounds of force.

**Environmental Conditions:** The work is performed primarily outdoors. When working outdoors weather conditions such as heat, cold, fog, snow, sleet, hail, wind, rain and freezing rain will be encountered.

## **WORK SCHEDULE**

At certain times of the year, work in this position is conducted seven days per week during the normal work day and occasionally after hours. Normal work hours are 8:00 a.m. to 5:00 p.m., Monday through Friday, however work hours will vary while school is in session and when the BRSC complex is in use. For example, when weekend tournaments are scheduled, the employee is expected to be present when scheduled. This may result in a majority of work hours to be completed on Saturday and Sunday. A work schedule will be developed each month to assure that compensation is in conformance with the Fair Labor Standards Act. An unpaid one hour lunch period is provided and must be scheduled in conjunction with the work demands of the day. The lunch period may vary depending on the work schedules of other staff. For days when more than a 12-hour work day is scheduled, an unpaid one hour lunch break will be granted for each six hours worked. Compensatory time off must be approved in advance by the BRSC Facility Manager. Work demands at BRSC at the time of the request will be considered in determining whether compensatory time off will be granted.

## **EQUIPMENT AND MATERIALS USED:**

Ability to operate equipment following appropriate training is required. Equipment used includes: tractor with bucket attachment, tiller, riding mowers, push mower, weed trimmer, air compressor, side-by-side vehicle, field bunker rakes with drags, rakes, shovels, water hoses, ladders, pumps, extension cords, measuring equipment, field chalker, and other equipment as needed.

## **EMPLOYMENT STANDARDS:**

### **Required Knowledge, Skills, and Abilities:**

- Ability to follow one or two step verbal or demonstrated instructions.
- Ability to establish and maintain an effective working relationship with co-workers and the public.
- Ability to perform simple addition and subtraction, copy figures, count, and record numbers.
- Ability to read and write identifying information; request supplies verbally or in writing.
- Ability to operate, or learn how to operate, light construction equipment in a safe and competent manner.

- Familiarity with basic equipment maintenance practices and the ability to understand and implement recommended equipment maintenance activities.
- Ability to communicate clearly.
- Ability to perform manual labor for extended periods of time often in inclement weather.
- Ability to work cooperatively with coworkers.
- Ability to communicate effectively, clearly and constructively with BRSC users.

Education, Training and Experience:

Education Preferred:       Some high school education.

Experience Preferred:       Some experience in a work setting involving interaction with office employees, maintenance workers and equipment operators. Experience dealing with the public and facility users and customers is desirable.

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I have carefully read and understand the contents of this job description. I understand the responsibilities, requirements and duties expected of me. I understand that this is not necessarily an exhaustive list of responsibilities, skills, duties, requirements, efforts or working conditions associated with the job. While this list is intended to be an accurate reflection of the current job, the Employer reserves the right to revise the functions and duties of the job or to require that additional or different tasks be performed as directed by the Employer. I understand that I may be required to work different shifts or hours outside the normally defined workday or workweek. I also understand that this job description does not constitute a contract of employment nor alter my status as an at-will employee. I have the right to terminate my employment at any time and for any reason, and the Employer has a similar right.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Administrator's Signature

*The City of Bondurant is an Equal Opportunity Employer. In compliance with the American with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages prospective employees and incumbents to discuss potential accommodations with the Employer.*

CITY OF BONDURANT  
RESOLUTION NO. 16-43

RESOLUTION APPROVING THE ROUTE FOR THE LIVE HEALTHY IOWA 5K SCHEDULED  
APRIL 9, 2016

WHEREAS, Live Healthy Iowa is a health initiative that brings together communities in team-based wellness challenges designed to promote positive lifestyle change; AND

WHEREAS, the 5K event provides a milestone for the 10-Week Wellness Challenge; AND

WHEREAS, the City of Bondurant supports opportunities for its citizens to participate in healthy recreation events,

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Bondurant, Polk County, Iowa, that the route for the Live Healthy Iowa 5K to be held on April 9, 2016, is hereby approved as presented.

Passed this 7th day of March, 2016,

By: \_\_\_\_\_  
Brian Lohse, Mayor Pro Tem

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.

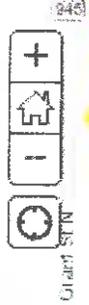
\_\_\_\_\_  
Shelby Hagan, City Clerk

Name	Yay	Nay	Abstain	Absent
Lohse				
Peffer				
Enos				
Keeler				
Elrod				

Details Basemap

Share Print

Measure Find address or place



APRIL 9, 2016  
BONDURANT, IA

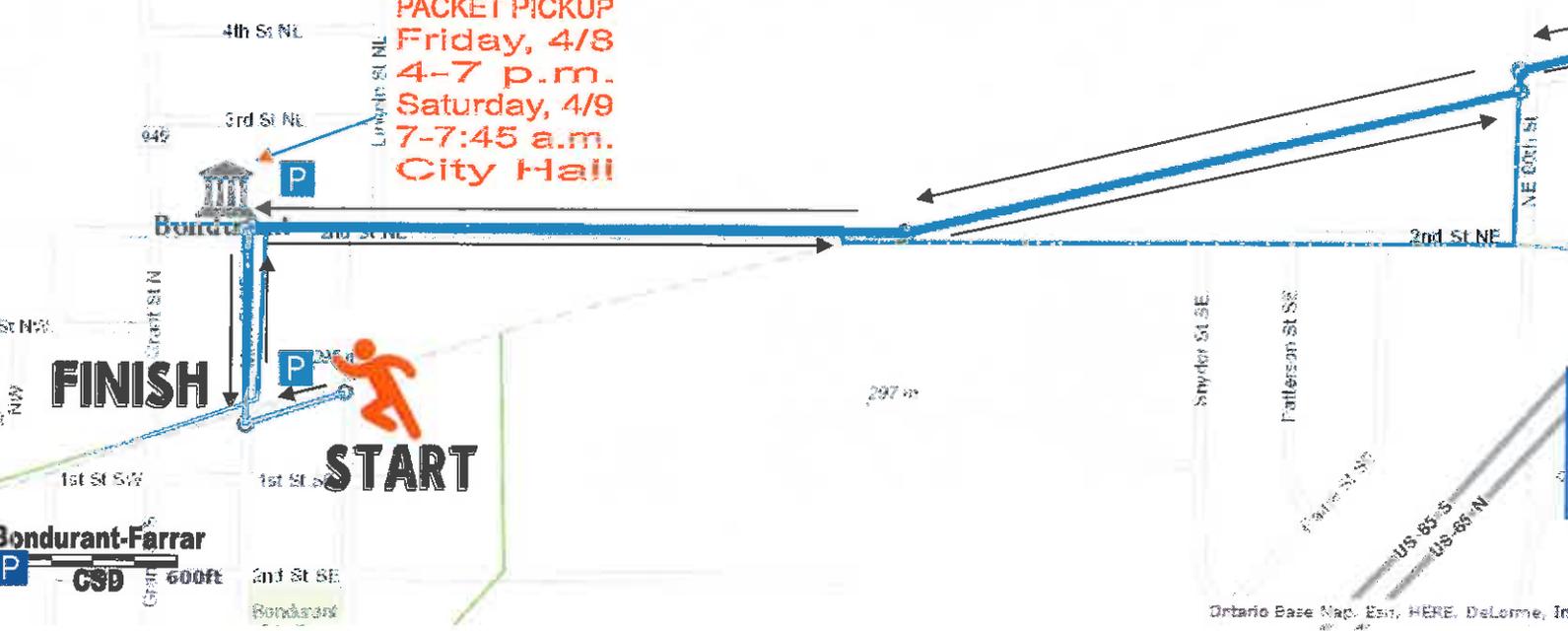
Find area, length, or location

Miles

**Measurement Result**

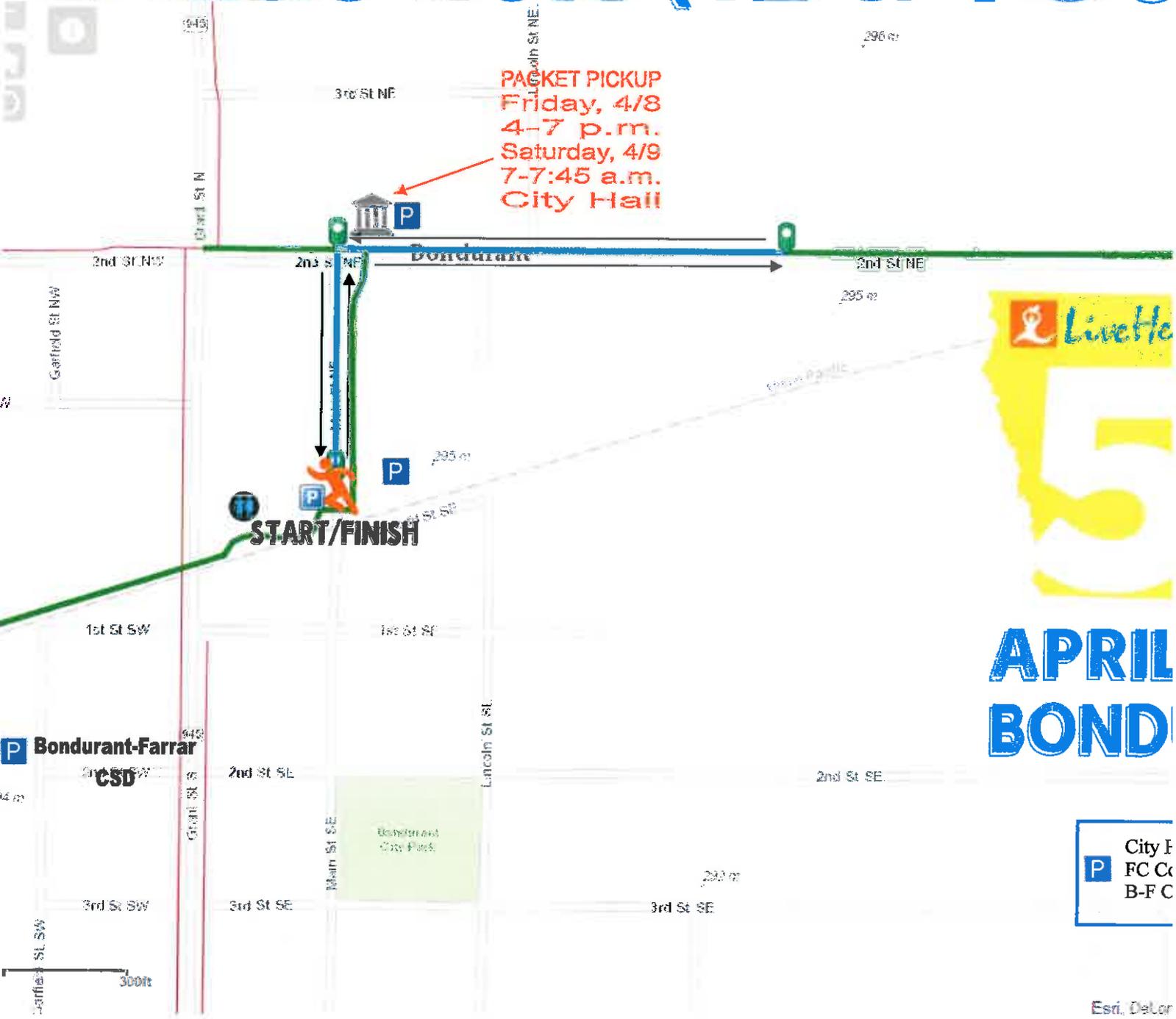
**3.11 Miles**

PACKET PICKUP  
Friday, 4/8  
4-7 p.m.  
Saturday, 4/9  
7-7:45 a.m.  
City Hall



Ontario Base Map. Esri, HERE, DeLorme, In

# 1K KIDS RUN (12 & YOU)



HOME ▾ Bike and Pedestrian Facilities

Details Basemap

Share Print

Measure

Find address or place



Find area, length, or location

Find address or place

Measurement Result

3.11 Miles

CITY OF BONDURANT  
RESOLUTION NO. 16-44

RESOLUTION APPROVING THE FINAL PLAT OF RENAUD HEIGHTS PLAT 3

WHEREAS, Alexander J. Scheeler is the owner of the 8015 NE Morgan Drive property; AND

WHEREAS, the principal permitted uses are for single family development; AND

WHEREAS, a parcel of land being all of Lot 1 of Renaud's Heights Plat One, and Official Plat included in and forming a part of Polk County and being all of Parcel B as filed in Polk County records at Book 6535, Page 859 located in the southwest quarter of Section 27, Township 80 North, Range 22 West of the 5th P.M., Polk county, Iowa; AND

WHEREAS, described area contains 6.56 acres and is subject to easements and restrictions of record,

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Bondurant, Polk County, Iowa, that the Final Plat of Renaud Heights Plat 3, is hereby approved as presented.

Passed this 7th day of March, 2016,

By: \_\_\_\_\_  
Brian Lohse, Mayor Pro Tem

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				

PLANNING AND ZONING COMMISSION  
RESOLUTION NO. PZ-16-09

RESOLUTION APPROVING THE FINAL PLAT OF RENAUD HEIGHTS PLAT 3

WHEREAS, Alexander J. Scheeler is the owner of the 8015 NE Morgan Drive property; AND

WHEREAS, the principal permitted uses are for single family development; AND

WHEREAS, a parcel of land being all of Lot 1 of Renaud's Heights Plat One, and Official Plat included in and forming a part of Polk County and being all of Parcel B as filed in Polk County records at Book 6535, Page 859 located in the southwest quarter of Section 27, Township 80 North, Range 22 West of the 5th P.M., Polk County, Iowa.; AND

WHEREAS, described area contains 6.56 acres and is subject to easements and restrictions of record,

NOW, THEREFORE, BE IT RESOLVED, by the Planning and Zoning Commission of the City of Bondurant, Iowa, that the Final Plat of Renaud Heights Plat 3, is approved and forwarded to the City Council with a recommendation for approval of same.

Moved by Clayton, Seconded by McCleary to adopt.

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

  
Shelby Hagan, City Clerk

Action	Yay	Nay	Abstain	Absent
Kromrie	✓			
Hudson	✓			
Higgins	✓			
Russell	✓			
Wood				✓
Clayton	✓			
McCleary	✓			

  
Dave Higgins, Commission Chair



CITY OF BONDURANT  
RESOLUTION NO. 16-45

RESOLUTION APPROVING THE SPECIAL EVENTS APPLICATION

WHEREAS, numerous events and activities are held within City limits by residents and non-residents; AND

WHEREAS, to determine if an event requires special planning by the City, this application needs to be completed thirty days prior to the event; AND

WHEREAS, the Bondurant Regional Trailhead and The Depot are utilized on a daily basis; AND

WHEREAS, an application submitted to the City for upcoming events utilizing our facility raises awareness and ensures the safety for our community,

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Bondurant, Polk County, Iowa, that the Special Events Application, is hereby approved as presented.

Passed this 7th day of March, 2016,

By: \_\_\_\_\_  
Brian Lohse, Mayor Pro Tem

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				



### THE DEPOT

The Bondurant Regional Trailhead  
2 Main St NE

This shelter is a replica of the original Bondurant train station that served train passengers from 1883 to 1962. The Trailhead sits on the historic Chicago Great Western rail line. The railway operated from 1883 to 2005. The City has created a trailhead park to honor Bondurant's railroad history.

City of Bondurant  
Parks & Recreation  
Department

200 Second Street, Northeast  
PO Box 37  
Bondurant, Iowa 50035

Phone: (515) 967-2418  
Fax: (515) 967-5732  
Email:  
info@cityofbondurant.com  
www.cityofbondurant.com

To improve Bondurant residents quality of life by providing recreational activities, outstanding facilities, superior trails, and promote wellness and health lifestyles.

# BONDURANT PARK SPECIAL EVENT APPLICATION

City of Bondurant

*ON THE MOVE*

In order to determine if your event requires special planning by the City, this application must be completed 30 days prior to event in its entirety before the Depot can be utilized. Advertising your event prior to receiving a signed Special Event Application is not allowed.

Name of Event \_\_\_\_\_

Date of Event \_\_\_\_\_ Location: \_\_\_\_\_

Starting Time \_\_\_\_\_ Ending Time \_\_\_\_\_

Contact Person \_\_\_\_\_

ph # \_\_\_\_\_

Email: \_\_\_\_\_

Addl. Contact \_\_\_\_\_

ph # \_\_\_\_\_

Email: \_\_\_\_\_

Type of Event

- |                     |       |                   |       |
|---------------------|-------|-------------------|-------|
| A) Ceremony         | _____ | E) Fundraiser     | _____ |
| B) Company Activity | _____ | F) Cultural Event | _____ |
| C) Bike Event       | _____ | G) Other          | _____ |
| D) Race Event       | _____ |                   |       |

Describe the Event \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Event Details:

- Number of people \_\_\_\_\_
- Invited Guests or open to the general public? \_\_\_\_\_
- Tents \_\_\_\_\_
- Amplified Music \_\_\_\_\_
- Banners/Signs \_\_\_\_\_
- Inflatable Houses/Toys \_\_\_\_\_
- Trash Containers \_\_\_\_\_
- Alcoholic Beverages \_\_\_\_\_
- Portable Toilets \_\_\_\_\_

Vendors:

- Number of Vendors \_\_\_\_\_
- List of Vendors \_\_\_\_\_

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Event Details Continued:

- Banners/Signs: If yes, describe type, number and location

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\*Banners/Signs may be placed along roadways to guide people to your event, but in no way may be affixed to trees or park signs. Signs are to be removed immediately following event. Failure to do so will result in maintenance fees and/or fines according to littering ordinances

•Alcoholic Beverages: If yes, please be aware of the City of Bondurant Code 45.02: A person shall not use of consume alcohol liquor, wine or beer upon the public streets or highways. A person shall not use of consume alcohol liquor in any public place, except premises covered by a liquor control license.... A person shall not be intoxicated or simulate intoxication in public place.

- Special Provisions: (city provided—for example: trash containers, barricades, ect)

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Traffic & Emergency Safety:

- Do you anticipate that your event will interfere with non-participating vehicle traffic (crowd and/or traffic control)

\_\_\_\_\_ YES \_\_\_\_\_ NO

**Insurance:** Applicants of special event applications may be required to furnish a Certificate of Insurance on fully paid comprehensive public liability and property damage insurance from a licensed broker, protecting the City of Bondurant, its officials, and employees from any and all claims which may result from or in connection to the special event. The City of Bondurant must be names as "Additional Insureds" on the certificate. Applicants must, if required by the City of Bondurant, produce a copy of the policy with all endorsements. The City of Bondurant must receive the certificate at least ten (10) days prior to the special event. Limits and type of insurance coverage may change because of the different activities of each special event. The City of Bondurant will determine all specific limits and types of insurance appropriate for the special event.

The liability insurance limits shall not be less than the following:

General Aggregate	\$2,000,000
Products-Completed Operations Aggregate	\$2,000,000
Personal & Advertising Injury	\$2,000,000
Each Occurrence	\$2,000,000
Fire Damage (Any one Fire)	\$2,000,000
Medical Expenses (Any one person)	\$5,000

The City of Bondurant looks forward in assisting you in determining these concerns as well as any other concerns or issues you may have in this application process.

I have completed the Special Event Application. I understand the conditions under which it is issues and agree to comply with these conditions for this event.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Printed Name \_\_\_\_\_

The Privacy Act of 1974 required that each individual asked or required to furnish personal information be advised of the following:

Authority: 5 P.L. 93-579

Purpose: To provide a contact in connection with permit activities.

Routine Uses: Permit is issued under the direction of **the City Council or City Administrator**. The names and address of those who obtain the permit are not reported, but are kept on file at the City of Bondurant to provide point of contact in case of emergency.

**ORDINANCE NO. 16-205**

**ORDINANCE AMENDING CHAPTER 99, SEWER SERVICE CHARGES, REDUCING THE SEWER RATE \$.25/THOUSAND GALLONS OF WATER USED EFFECTIVE 7/1/16**

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

Section 1. **SECTION AMENDED.** Chapter 99 – Sewer Service Charges

99.02 RATE. Each customer shall pay sewer service charges for the use of and for the service supplied by the municipal sanitary sewer system based upon the amount of water consumed as follows:

1. First 1,300 gallons or lesser amount per month @ \$11.03 (minimum bill);
2. All over 1,300 gallons per month @ \$11.67 per 1,000 gallons.

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

Section 3. **SEVERABILITY.** If any section, provisions, sentence, clause, phrase or part of this ordinance shall be adjudicated, invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any provision, section, subsection, sentence clause, phrase or part thereof not adjudged invalid or unconstitutional.

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

**PASSED AND APPROVED** by the City Council this 07th day of March, 2016.

CITY OF BONDURANT, POLK COUNTY, IOWA

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BRIAN LOHSE, MAYOR PRO TEM

ATTEST:

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SHELBY HAGAN, CITY CLERK

ORDINANCE NO. 16-205

ORDINANCE AMENDING CHAPTER 99, SEWER SERVICE CHARGES, REDUCING THE SEWER RATE \$.25/THOUSAND GALLONS OF WATER USED EFFECTIVE 7/1/16

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

Section 1. **SECTION AMENDED.** Chapter 99 – Sewer Service Charges

99.02 RATE. Each customer shall pay sewer service charges for the use of and for the service supplied by the municipal sanitary sewer system based upon the amount of water consumed as follows:

1. First 1,300 gallons or lesser amount per month @ \$11.03 (minimum bill);
2. All over 1,300 gallons per month @ \$11.67 per 1,000 gallons.

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

Section 3. **SEVERABILITY.** If any section, provisions, sentence, clause, phrase or part of this ordinance shall be adjudicated, invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any provision, section, subsection, sentence clause, phrase or part thereof not adjudged invalid or unconstitutional.

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

**PASSED AND APPROVED** by the City Council this 07th day of March, 2016.

CITY OF BONDURANT, POLK COUNTY, IOWA

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CURT SULLIVAN, MAYOR

ATTEST:

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SHELBY HAGAN, CITY CLERK

(SEAL)

FIRST CONSIDERATION:

SECOND CONSIDERATION:

THIRD CONSIDERATION:

**CHAPTER 99**  
**SEWER SERVICE CHARGES**

99.01 Sewer Service Charges Required	99.05 Payment of Bills
99.02 Rate	99.06 Lien for Nonpayment
99.03 Special Rates	99.07 Special Agreements Permitted
99.04 Private Water Systems	

**99.01 SEWER SERVICE CHARGES REQUIRED.** Every customer shall pay to the City sewer service fees as hereinafter provided.

(Code of Iowa, Sec. 384.84)

**99.02 RATE.** Each customer shall pay sewer service charges for the use of and for the service supplied by the municipal sanitary sewer system based upon the amount of water consumed as follows:

1. First 1,300 gallons or lesser amount per month @ \$11.03 (minimum bill);
2. All over 1,300 gallons per month @ \$11.92 per 1,000 gallons.

*(Ordinance No. 04-204)*  
*(Ordinance No. 07-212)*  
*(Ordinance No. 08-203)*  
*(Ordinance No. 09-216)*  
*(Ordinance No. 10-203)*  
*(Ordinance No. 11-200)*

**99.03 SPECIAL RATES.** Where, in the judgment of the City Administrator and the Council, special conditions exist to the extent that the application of the sewer charges provided in Section 99.02 would be inequitable or unfair to either the City or the customer, a special rate shall be proposed by the City Administrator and submitted to the Council for approval by resolution.

(Code of Iowa, Sec. 384.84)

**99.04 PRIVATE WATER SYSTEMS.** Customers whose premises are served by a private water system shall pay sewer charges based upon the water used as determined by the City either by an estimate agreed to by the customer or by metering the water system at the customer's expense. Any negotiated, or agreed upon sales or charges shall be subject to approval of the Council.

(Code of Iowa, Sec. 384.84)

**CITY OF BONDURANT, IOWA**

Sewer Enterprise Fund  
Cash-Basis Cashflow Analysis

1/20/2016  
WRA Expenses Updated

EXHIBIT 1

Growth Assumptions	
Operating Expenses	8.00%
Interest Rate	0.25%
Water Usage	1.00%

Historical / Proposed Sewer Rate Adjustments					
07/01/11	8.00%	07/01/15	0.00%	07/01/19	0.00%
07/01/12	0.00%	07/01/16	(2.10%)	07/01/20	0.00%
07/01/13	0.00%	07/01/17	0.00%	07/01/21	0.00%
07/01/14	0.00%	07/01/18	0.00%	07/01/22	

	Audited Financial Statements			Re-Estimated		Projected FY 2017-18	Projected FY 2018-19	Projected FY 2019-20	Projected FY 2020-21	Projected FY 2020-21
	FY 2012-13	FY 2013-14	FY 2014-15	Budget FY 2015-16	Budget FY 2016-17					
Monthly Usage Charge/ 1,000 gal	\$11.92	\$11.92	\$11.92	\$11.92	\$11.67	\$11.67	\$11.67	\$11.67	\$11.67	\$11.67
Monthly Rate per Minimum Usage	\$11.03	\$11.03	\$11.03	\$11.03	\$10.78	\$10.78	\$10.78	\$10.78	\$10.78	\$10.78
Average Rate / 1,000 gallons	\$11.11 <small>1.81%</small>	\$10.91 <small>8.26%</small>	\$10.71 <small>4.70%</small>	\$10.71 <small>2.00%</small>	\$10.48 <small>1.00%</small>	\$10.48 <small>1.00%</small>	\$10.48 <small>1.00%</small>	\$10.48 <small>1.00%</small>	\$10.48 <small>1.00%</small>	\$10.48 <small>1.00%</small>
<b>WATER (1,000 gallons)</b>	72,326	78,300	81,980	86,079	86,940	87,809	88,687	89,574	90,470	91,375
<b>OPERATING REVENUES</b>										
Sewer Usage Charge Revenues	\$803,482	\$854,351	\$877,931	\$921,828	\$911,519	\$920,635	\$929,841	\$939,139	\$948,531	\$958,016
Miscellaneous Revenues	55,274	43,243	49,481	43,000	42,000	42,000	42,000	42,000	42,000	42,000
Total Operating Revenues	\$858,756	\$897,593	\$927,413	\$964,828	\$953,519	\$962,635	\$971,841	\$981,139	\$990,531	\$1,000,016
<b>OPERATING EXPENSES</b>										
Plant	\$183,725	\$117,218	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Collection	42,878	31,582	86,953	101,200	106,040	114,523	123,685	133,580	144,266	155,808
WRA O & M	0	57,950	111,767	109,849	130,215	143,971	154,396	161,588	169,064	176,838
Administrative & General	18,475	26,269	16,541	25,100	25,100	27,108	29,277	31,619	34,148	36,880
Total Operating Expense	\$245,078	\$233,019	\$215,261	\$236,149	\$261,355	\$285,602	\$307,358	\$326,786	\$347,479	\$369,526
<b>OPERATING INCOME</b>	\$613,678	\$664,574	\$712,152	\$728,679	\$692,164	\$677,032	\$664,483	\$654,353	\$643,052	\$630,490
Investment Interest	0	52	51	0	0	0	0	0	0	0
Sale of Assets	0	1,000	400	0	0	0	0	0	0	0
Revenue available for D/S	\$613,678	\$665,626	\$712,603	\$728,679	\$692,164	\$677,032	\$664,483	\$654,353	\$643,052	\$630,490
<b>Sewer Debt Service</b>										
SRF Loan, Series 1998A	\$16,233	\$15,650	\$16,398	\$65,128				\$0	\$0	\$0
SRF Loan, Series 1998B	22,362	21,217	21,875	87,515	0	0	0	0	0	0
Polk County	0	0	0	66,399	69,002	72,908	75,512	79,418	83,324	87,229
Subtotal Local Debt	\$38,595	\$36,867	\$38,273	\$219,041	\$69,002	\$72,908	\$75,512	\$79,418	\$83,324	\$87,229
Total WRA Debt	\$191,572	\$203,990	\$179,540	\$198,582	\$237,821	\$252,847	\$278,298	\$290,469	\$303,962	\$314,978
<b>Total Sewer Debt</b>	\$230,167	\$240,857	\$217,813	\$417,623	\$306,823	\$325,755	\$353,810	\$369,887	\$387,285	\$402,208
Debt Service Coverage						<i>SRF loans requires 1.10 times debt service coverage.</i>				
Net Revenues/ Revenue Debt	2.67	2.76	3.27	1.74	2.26	2.08	1.88	1.77	1.66	1.57
Net Revenues/ All Debt	2.67	2.76	3.27	1.74	2.26	2.08	1.88	1.77	1.66	1.57

**CITY OF BONDURANT, IOWA**

Sewer Enterprise Fund  
Cash-Basis Cashflow Analysis

1/20/2016  
WRA Expenses Updated

EXHIBIT 1

Growth Assumptions	
Operating Expenses	8.00%
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Historical / Proposed Sewer Rate Adjustments					
07/01/11	8.00%	07/01/15	0.00%	07/01/19	0.00%
07/01/12	0.00%	07/01/16	(2.10%)	07/01/20	0.00%
07/01/13	0.00%	07/01/17	0.00%	07/01/21	0.00%
07/01/14	0.00%	07/01/18	0.00%	07/01/22	

	Audited Financial Statements			Re-Estimated		Projected	Projected	Projected	Projected	Projected
	FY 2012-13	FY 2013-14	FY 2014-15	Budget FY 2015-16	Budget FY 2016-17					
<b>NET INCOME AFTER DEBT</b> 25	\$383,512	\$424,769	\$494,790	\$311,056	\$385,341	\$351,277	\$310,673	\$284,466	\$255,766	\$228,282
Capital Outlays 26	(\$59,257)	(\$41,143)	(\$35,625)	(\$155,000)	(\$251,000)	(\$51,000)	(\$51,000)	(\$51,000)	(\$51,000)	(\$51,000)
Transfer to General Fund (PILOT) 27	(41,000)	(26,500)	(89,223)	(92,770)	(135,540)	(92,770)	(75,000)	(81,000)	(87,480)	(94,478)
Transfer (to)/from Other Funds 28	0	0	0	0	0	0	0	0	0	0
Transfers (to)/from Restricted Funds 29	(45)	(2,631)	(70)	0	0	0	0	0	0	0
Transfers (to)/from Designated 30	0	0	0	(300,000)	0	0	0	0	0	0
Other (Uses)/Sources 31	(24,356)	(57)	(83)	0	0	0	0	0	0	0
Bond Proceeds 32	0	0	0	0	0	0	0	0	0	0
WRA Capital 33	(21,846)	(23,485)	(22,788)	(24,282)	(30,791)	(37,752)	(40,964)	(40,964)	(40,964)	(40,964)
WRA Equip. & Ins. Replacement 34	(461)	(426)	(13,454)	207	(4,208)	(4,245)	(2,923)	(1,140)	(1,231)	(1,330)
Surcharge 35	(68,178)	(75,199)	(82,126)	(91,551)	(100,976)	(111,343)	(122,819)	(135,478)	(149,398)	(164,778)
WRA O&M Reserve Funding 36	0	0	(950)	(256)	(300)	(343)	(372)	(372)	(372)	(372)
Prior Year Adjustments 37	16,148	18,050	0	0	0	0	0	0	0	0
<b>Annual Surplus/ (Deficit) 38</b>	<b>\$184,517</b>	<b>\$273,380</b>	<b>\$250,472</b>	<b>(\$352,597)</b>	<b>(\$137,475)</b>	<b>\$53,824</b>	<b>\$17,595</b>	<b>(\$25,489)</b>	<b>(\$74,679)</b>	<b>(\$124,640)</b>
<b>UNRESTRICTED CASH</b>										
Beginning Cash 39	\$534,111	\$718,628	\$992,008	\$1,242,480	\$889,883	\$752,408	\$806,232	\$823,827	\$798,339	\$723,660
Ending Cash 40	\$718,628	\$992,008	\$1,242,480	\$889,883	\$752,408	\$806,232	\$823,827	\$798,339	\$723,660	\$599,019
<b>Cash as % of Expenses 41</b>	<b>293.22%</b>	<b>425.72%</b>	<b>577.20%</b>	<b>376.83%</b>	<b>287.89%</b>	<b>282.29%</b>	<b>268.04%</b>	<b>244.30%</b>	<b>208.26%</b>	<b>162.10%</b>
<b>DESIGNATED CASH</b>										
Sewer Construction Fund 42	\$0	\$0	\$0	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000
<b>RESTRICTED CASH</b>										
Sinking Fund 43	\$4,699	\$7,330	\$7,400	\$7,400	\$7,400	\$7,400	\$7,400	\$7,400	\$7,400	\$7,400
Bond Reserve Fund 44	0	0	0	0	0	0	0	0	0	0
<b>Total Restricted Cash 45</b>	<b>\$4,699</b>	<b>\$7,330</b>	<b>\$7,400</b>	<b>\$7,400</b>	<b>\$7,400</b>	<b>\$7,400</b>	<b>\$7,400</b>	<b>\$7,400</b>	<b>\$7,400</b>	<b>\$7,400</b>
<b>Capital Improvement Plan</b>										
Manhole Repair/Sewer Line Work (I&I)	\$58,036	\$0	\$0	\$50,000	\$250,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Operation Equipment Repair	0	0	0	0	0	0	0	0	0	0
Utility System & Structure	560	0	0	0	0	0	0	0	0	0
Capital Equipment	661	1,000	5,007	45,000	1,000	1,000	1,000	1,000	1,000	1,000
Removal of lift stations	0	26,143	0	0	0	0	0	0	0	0
Closing the lagoon	0	0	30,618	60,000	0	0	0	0	0	0
Creek Realignment	0	0	0	400,000	0	0	0	0	0	0
Other	24,375	14,000	0	0	0	0	0	0	0	0
<b>Total</b>	<b>59,257</b>	<b>27,143</b>	<b>35,625</b>	<b>155,000</b>	<b>251,000</b>	<b>51,000</b>	<b>51,000</b>	<b>51,000</b>	<b>51,000</b>	<b>51,000</b>

**ORDINANCE NO. 16-206**

**ORDINANCE AMENDING THE CITY CODE OF THE CITY OF BONDURANT, IOWA, BY AMENDING  
CHAPTER 92 – WATER RATES**

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

**Section 1. SECTION AMENDED.** Chapter 92 – Water Rates

**92.05 SERVICE DISCONTINUED.** Water service to delinquent customers shall be discontinued in accordance with the following:

1. **Notice.** The city Administrator shall notify, in the form of a Disconnect Notice, each delinquent customer that service will be discontinued if payment of the combined service account, including late payment charges, is not received before 8:30 a.m. of the date specified in the notice of delinquency. Such notice shall be sent by ordinary mail to the account holder in whose name the delinquent rates or charges were incurred and shall inform the customer of the nature of the delinquency and afford the customer the opportunity for a hearing prior to the discontinuance.
2. **Notice to Landlords.** If the customer is a tenant, and if the owner or landlord of the property has made a written request for notice, the notice of delinquency shall also be given to the owner or landlord.
3. **Hearing.** If a hearing is requested by noon of the day preceding the shut off, the City Administrator shall conduct an informal hearing and shall make a determination as to whether the disconnection is justified. If the City Administrator finds that disconnection is justified, then such disconnection shall be made unless payment has been received.
4. **Fee.** A fee of \$50 shall be charged before service is restored to a delinquent customer. Said fee shall be effective and assessed at 8:30 a.m., on the morning of the date on the above-referenced Disconnect Notice. No fee shall be charged for the usual or customary trips in the regular changes in occupancies of property.

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

**Section 3. SEVERABILITY.** If any section, provisions, sentence, clause, phrase or part of this ordinance shall be adjudicated, invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any provision, section, subsection, sentence clause, phrase or part thereof not adjudged invalid or unconstitutional.

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

**PASSED AND APPROVED** by the City Council this 07th day of March, 2016.

BRIAN LOHSE, MAYOR PRO TEM

ATTEST:

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SHELBY HAGAN, CITY CLERK

(SEAL)

FIRST CONSIDERATION:

SECOND CONSIDERATION:

THIRD CONSIDERATION:

CITY OF BONDURANT, POLK COUNTY, IOWA

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CURT SULLIVAN, MAYOR

ATTEST:

---

SHELBY HAGAN, CITY CLERK

(SEAL)

FIRST CONSIDERATION:

SECOND CONSIDERATION:

THIRD CONSIDERATION:

*(Ordinance No. 13-211)*

*(Ordinance No. 15-200)*

**92.03 RATES OUTSIDE THE CITY.** Water service shall be provided to any customer located outside the corporate limits of the City, which the City has agreed to serve at rates one hundred fifty percent (150%) of the rates provided in Section 92.02. Qualified elderly individuals shall be charge a service availability charge of \$7.24 per month. No such customer, however, will be served unless the customer shall have signed a service contract agreeing to be bound by the ordinances, rules and regulations applying to water service established by the Council.

(Code of Iowa, Sec. 364.4 & 384.84)

*(Ordinance No. 07-213)*

*(Ordinance No. 15-200)*

**92.04 BILLING FOR WATER SERVICE.** Water service shall be billed as part of a combined service account, payable in accordance with the following:

(Code of Iowa, Sec. 384.84) .

1. **Bills Issued.** The City Administrator shall prepare and issue bills for combined service accounts on or before the first day of each month.
2. **Bills Payable.** Bills for combined service accounts shall be due and payable at the office of the City Administrator by the fifteenth (15th) day of each month.
3. **Late Payment Penalty.** Bills not paid when due shall be considered delinquent. A one-time late payment penalty of ten percent (10%) of the amount due shall be added to each delinquent bill.

**92.05 SERVICE DISCONTINUED.** Water service to delinquent customers shall be discontinued in accordance with the following:

(Code of Iowa, Sec. 384.84)

1. **Notice.** The City Administrator shall notify, in the form of a Disconnect Notice, each delinquent customer that service will be discontinued if payment of the combined service account, including late payment charges, is not received by before 8:30 of the date specified in the notice of delinquency. Such notice shall be sent by ordinary mail to the account holder in whose name the delinquent rates or charges were incurred and shall inform the customer of the

nature of the delinquency and afford the customer the opportunity for a hearing prior to the discontinuance.

2. Notice to Landlords. If the customer is a tenant, and if the owner or landlord of the property has made a written request for notice, the notice of delinquency shall also be given to the owner or landlord.

3. Hearing. If a hearing is requested by noon of the day preceding the shut off, the City Administrator shall conduct an informal hearing and shall make a determination as to whether the disconnection is justified. If the City Administrator finds that disconnection is justified, then such disconnection shall be made unless payment has been received.

4. Fee. A fee of \$50 shall be charged before service is restored to a delinquent customer. Said fee shall be effective and assessed at 8:30 a.m., on the morning of following the termination date on the above-referenced Disconnect Notice, ~~except in the event that full payment is received prior to 8:30 a.m., on said date.~~ No fee shall be charged for the usual or customary trips in the regular changes in occupancies of property.

*(Ordinance No. 14-202)*

New

Disconnect Notice  
(Courtesy Reminder)

According to our records, your bill for utility services is unpaid in the amount indicated on this notice. Service will be discontinued if the balance is not paid before 830 AM of the disconnect date of \_\_\_\_\_. If your bill is not paid by the disconnect date a Non-Payment fee of \$50.00 will be assessed regardless of disconnection of service.

CITY OF BONDURANT  
200 SECOND STREET, NORTHEAST  
POST OFFICE BOX 37  
BONDURANT, IOWA 50035

DISCONNECT NOTICE

old

According to our records, your bill for utility services is still unpaid in the amount indicated as the termination balance on this Notice. Service will be discontinued if the termination balance is not paid before the termination date of \_\_\_\_\_. If service is discontinued, a \$50.00 disconnection fee is added before service can be restored.

AMOUNT DUE

SERVICE ADDRESS

ACCOUNT NUMBER

**ORDINANCE NO. 16-204**

**ORDINANCE AMENDING THE CODE OF ORDINANCES THE CITY OF BONDURANT,  
IOWA, 2002, BY ADDING A NEW CHAPTER 124—MOBILE FOOD VENDOR**

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

Section 1. CHAPTER ADDED. Chapter 124, of the Code of Ordinances for the City of Bondurant, Iowa, is added and adopted as follows:

**CHAPTER 124- MOBILE FOOD VENDORS**

**124.01 PURPOSE.** The purpose of this chapter is to make rules and restrictions for the governance of the operation of Mobile Food Vendors in the City of Bondurant.

**124.02 DEFINITIONS.** For use in this chapter the following terms are defined:

1. "Certified food protection manager" is a person who holds an active certified food protection manager certificate from a program approved by the National Conference for Food Protection.
2. "Food service establishment" shall have that same meaning established in § 481-30.2 of the Iowa Administrative Code.
3. "Mobile vendor" means a person engaged in the business of selling food or beverages from a mobile vendor vehicle.
4. "Mobile vendor vehicle" means a motorized vehicle or trailer used for the sale of food or beverages for immediate consumption.
5. "Zone" means the mobile vendor zone as defined in section XXXXX of this article.

**124.03 – MOBILE VENDOR ZONES**

- (a) Subject to the requirements of this section, a mobile vendor license is only valid for the sale of food or beverages for immediate consumption from a mobile vendor vehicle lawfully parked at a parking meter within a mobile vendor zone.
- (b) The mobile vendor zone consists of and is limited to the following street segments:

XXXXXX Avenue from XX Street to XXX Street,

XXXXX

XXXXXXXXX

XXXXXXXXXXXX

#### **124.04 – LICENSE REQUIRED**

- (a) Every mobile vendor shall, before offering for sale any food or beverages in the city, obtain a license for their sale from the city administrator as provided in this article.
- (b) A mobile vendor license authorizes the operation of a mobile vendor vehicle upon the public streets within the mobile vendor zone, subject to the regulations set forth in this article.
- (c) A separate mobile vendor license shall be required for each mobile vending vehicle.

#### **124.05. – APPLICATION FOR LICENSE**

- (a) Every mobile vendor shall apply to the city administrator for a mobile vendor license at least seven business days prior to use by providing the following information upon a form to be provided by the city administrator, and paying the application fee in the amount set in the schedule of fees adopted by the city council by resolution:
  - (1) The full name, age, permanent address and phone number of the applicant.
  - (2) The business name and address.
  - (3) A description of the motorized vehicle or trailer from which the sale will be conducted, including the license plate number, and the length of the motorized vehicle or the trailer and tow vehicle.
  - (4) A summary of the cuisine of food to be sold.
  - (5) The period of time the applicant has been engaged in the same or similar business, and the jurisdictions in which the applicant has previously conducted business in the last year.
  - (6) The application must be accompanied by a copy of a retail sales tax permit issued to the applicant by the Iowa Department of Revenue.
  - (7) If the mobile vendor sells food or beverages other than prepackaged items that do not require hot or cold handling procedures, then the application shall also contain the following:
    - a. A copy of the mobile food unit license issued by the Iowa Department of Inspections and Appeals for the mobile vendor vehicle.
    - b. A copy of the appropriate food establishment license issued by the Iowa Department of Inspection and Appeals for any commissary kitchen or other premises where food is prepared for sale from the mobile vendor vehicle, and the name and contact information for the individual or business responsible for the operation of such kitchen or premises.
    - c. The name of one or more certified food protection managers employed by the business and a copy of their current certification as a certified food protection manager.
    - d. The addresses of the businesses or facilities at which any fat, oil or grease generated in the operation of the mobile vendor business are disposed of, including the contact information for the individual or business responsible for the operation of each such business or facility. Any change in the businesses or facilities used for the disposal of such fat, oil and grease shall be reported to the city administrator in writing by the mobile vendor within three business days of the first use of a the new business or facility.
  - (8) The location where the mobile vendor vehicle will be regularly parked when not in use.

- (9) Evidence of liability insurance for operation of the mobile vendor vehicle, or the tow vehicle if the mobile vendor vehicle is a trailer, providing the coverages required by section 124.06 below.
- (b) A mobile vendor shall notify the city administrator in writing of any change to the information provided pursuant to subsection "a", above, within five business days of such change.

#### **124.06. - INSURANCE**

Every mobile vendor shall maintain liability insurance for operation of the mobile vendor vehicle, or the tow vehicle if the mobile vendor vehicle is a trailer, and provide proof of the following coverages in its application for a mobile vendor license and any time upon request by the city administrator:

- (1) An insurance policy or policies, or certificate of insurance, issued by an insurance company having an A.M. Best rating of no less than B+. The policy(ies) shall include commercial general liability insurance coverage and automobile liability insurance coverage, or the equivalent thereof, for the owner of the mobile vendor vehicle and tow vehicle if applicable, and for the mobile vendor business if different from the vehicle owner. The commercial general liability insurance shall include coverage for bodily injury, death and property damage with limits of liability of not less than \$1,000,000.00 per occurrence and aggregate combined single limit. The automobile liability insurance shall include coverage for bodily injury, death and property damage with limits of liability of not less than \$1,000,000.00 per occurrence, combined single limit.
- (2) The certificate of insurance referred to in this section shall provide that the insurance policy or policies have been endorsed to provide 30 days advance written notice of cancellation, 45 days advance written notice of non-renewal, and ten days advance written notice of cancellation due to nonpayment of premium, and that these written notices shall be provided by e-mail, facsimile, delivery or regular mail to the city administrator.
- (3) The cancellation or other termination of any required insurance policy shall automatically revoke and terminate the mobile vendor license, unless another policy(ies), complying with this section, shall be provided and in effect at the time of such cancellation or termination. The city administrator shall immediately issue written notification of the revocation of the mobile vendor license.

#### **124.07. – CASH S**

- (a) Except as provided in paragraph (c) below, no mobile vendor license shall be issued until the applicant has delivered to the city administrator a cash bond for no less than \$200.00. The bond shall be held to indemnify and pay the city any penalties or costs incurred in the enforcement of any of the sections of this article and indemnify or reimburse any purchaser of food or beverages for any judgment which may be obtained by a purchaser for damages in any action commenced within three months from the date of purchase, due to misrepresentations as to the kind, quality or value of such food or beverages, whether the misrepresentations were made by the owner or by his or her agents or employees, either at the time of making the sale or through any advertisement of any character, printed or circulated, with reference to such food or beverages.
- (b) A single bond may be used for all licenses obtained by the same mobile vendor.
- (c) The balance of the bond shall be released by the city administrator and returned to the applicant upon request by the applicant at any time more than four months after expiration of

all mobile vendor licenses for which the cash bond was provided, unless the city administrator has received notice of a pending action in the state or federal courts seeking a judgment upon a claim eligible for payment from the bond. Except as otherwise provided by court order, the city administrator shall not release any bond during the pendency of any such action.

#### **124.08. – LICENSE ISSUANCE**

- (a) A mobile vendor license shall be denied to any applicant who has operated a mobile vendor business in material violation of any of the requirements of this article or any other chapter of this Code within the prior 180 days.
- (b) The city administrator or the city administrator's designee shall, upon satisfaction that the information provided in an application for a mobile vendor license is true and correct and that the requirements of this article for issuance of the license have been satisfied, and upon payment of the cash bond required by section 124.207 issue the license.
- (c) The city administrator shall deny any application for the operation of a mobile vendor business that does not conform with all applicable requirements of this article, the City Code, the Iowa Code and the Iowa Administrative Code.
- (d) In the event an application for a mobile vendor license is denied, the city administrator or the city administrator's designee shall cause notice of such denial to be promptly communicated to the applicant or the applicant's representative by phone at the phone number provided in the application. Written notice shall also be sent to the applicant at the business address identified in the application informing the applicant of the denial, the reasons therefore, and the applicant's right to appeal the denial to an administrative hearing officer by filing a written notice of appeal with the city administrator within ten business days after the date of such notice.
- (e) If no appeal from the denial of a license is timely filed, or if the denial is not reversed upon final disposition of any appeal, the city administrator shall promptly refund the refundable portion of the application fee, as set in the schedule of fees adopted by the city council by resolution.
- (f) A mobile vendor license shall be effective for one calendar year, or the portion thereof remaining after issuance of the license.

#### **124.09. – APPEAL OF DENIAL**

The denial of an application for a mobile vendor license may be appealed pursuant to the administrative appeal process set forth in Chapter 122 of this Code.

#### **124.10 – TRANSFERABILITY OF LICENSE**

- (a) Mobile vendor licenses issued under this article are not transferable between individuals or businesses.
- (b) A mobile vendor may apply to transfer their mobile vendor license to another mobile vendor vehicle as follows:
  - (1) The mobile vendor shall file an amended application meeting the requirements of section 124.05 for the new mobile vendor vehicle and shall return the mobile vendor license previously issued for the original mobile vendor vehicle.
  - (2) The mobile vendor shall pay the transfer fee in the amount set forth in the schedule of fees adopted by the city council by resolution.
- (c) The city administrator or the city administrator's designee shall, upon satisfaction that the information provided in the amended application for a mobile vendor license is true and correct,

and that the requirements of this article for issuance of the amended license have been satisfied, issue the new license.

#### **124.11 – SUSPENSION OR REVOCATION OF LICENSE**

- (a) Upon complaint or reasonable suspicion that a licensee or the licensee's employees or agents has furnished any false information required under this article or has violated or failed to comply with any of the requirements of this article or any other chapter of this Code, the city administrator or the city administrator's designee may cause the matter to be investigated. If the city administrator or the city administrator's designee finds that the licensee or the licensee's employees or agents has furnished any false information required under this article or has violated or failed to comply with any of the requirements of this article or any other chapter of this Code, the city administrator or the city administrator's designee may give notice to the licensee of the city's intent to suspend or revoke the license, or to deny its renewal.
- (b) Notice of the city's intent to suspend, revoke, or deny the renewal of a license and a brief summary of the factual basis for such remedial action shall be served upon the licensee. Such notice shall inform the licensee of the time, date and place of a meeting where the licensee may meet with the city administrator or the city administrator's designee for the purpose of presenting additional information regarding the intended remedial action and the factual basis therefore, and that a final decision on appropriate remedial action will be made after the scheduled time for such meeting. Such notice shall be served upon the licensee by personal service or by service upon a cashier for the business at a licensed premises, or by regular mail addressed to the licensee at the licensee's business address as shown on the application a minimum of five business days prior to the date set for the meeting.
- (c) If, after the scheduled meeting and after consideration of all the available information including any information provided at the meeting by the licensee, the city administrator or the city administrator's designee makes a finding based on substantial evidence that a violation of this article or another chapter of this Code did in fact take place as alleged, the city administrator or the city administrator's designee may suspend or revoke the license or deny its renewal; the determination of whether to so suspend or revoke the license or deny its renewal shall be in the discretion of the city administrator or the city administrator's designee and shall be dependent upon the circumstances surrounding the violation and its severity. The decision to suspend, revoke or deny renewal of a license shall be in writing and shall identify the basis for such action. The decision shall be promptly served in the same manner as required for the service of the notice required under subsection (b), and shall not be effective until ten days after so served. The decision shall also give notice that it may be appealed to an administrative hearing officer by filing a notice of appeal with the city administrator within ten business days of the date of the decision.
- (d) The decision of the city administrator or the city administrator's designee to suspend, revoke or deny renewal of a license pursuant to this section may be appealed pursuant to the administrative appeal process set forth in chapter 122 of this Code.
- (e) A licensee whose license has been revoked or denied for renewal shall not be eligible for another such license for a period of 180 days after such revocation or denial of renewal.

#### **124.12. – GENERAL REGULATIONS**

- (a) Hours of operation. Between 11:59 p.m. and 6:30 a.m., no mobile vendor vehicle shall be open for business, and no mobile vendor shall be parked within a mobile vendor zone.
- (b) Allowed locations.

- (1) No mobile vendor shall conduct any sale from a mobile vendor vehicle which is not lawfully parked in a parallel parking space in a mobile vendor zone.
  - (2) No mobile vendor shall conduct any sale from a parking space which is designated as a handicap parking space with a blue meter, or designated as restricted for residential permit parking only.
  - (3) No mobile vendor shall conduct any sale from a mobile vendor vehicle located within 100 feet of any public entrance into the waiting or service area of any street level restaurant then open for business.
  - (4) During the time that any part of a street is closed for an event for which a street use permit has been issued, and except as allowed within the event area by the party holding the street use permit, no mobile vendor shall conduct any sale within the affected blocks or within one block of the affected block(s). For purposes of this section:
    - a. A "block" is the entire right-of-way of a public street extending from the centerline of an intersecting street or the lateral centerline of any river bridge, to the centerline of the next intersecting street or the lateral centerline of any river bridge, whichever is closer; and,
    - b. The "affected blocks" are any blocks containing any portion of the street closure for which the street use event has been issued.
- (c) Mobile vendor vehicle.
- (1) Any motorized vehicle used as a mobile vendor vehicle shall be no larger than 25 feet long, 10½ feet tall and eight and one-half feet wide. Any trailer used as a mobile vendor vehicle together with the tow vehicle shall be no larger than 35 feet long, 10½ feet tall and eight and one-half feet wide.
  - (2) Except for the storage and preparation of food and beverages at a separate kitchen or commissary kitchen, all storage and preparation of food and beverages offered for sale by a mobile vendor shall occur within a fully enclosed space within the mobile vendor vehicle.
  - (3) A trailer used as a mobile vendor vehicle must remain attached to the tow vehicle at all times while parked in a mobile vendor zone.
- (d) Display of license. The license required by this article and a valid sales tax permit for such business shall be displayed within the mobile vendor vehicle a manner such that it is readily visible to all persons seeking to conduct business with the mobile vendor.
- (e) Sale of merchandise. No mobile vendor shall offer any merchandise or wares for sale other than food and beverages for immediate consumption.
- (f) Food safety. Any mobile vendor who offers food or beverages for sale, other than prepackaged items that do not require hot or cold handling procedures, shall be subject to the following additional requirements:
- (1) A valid mobile food unit license for the mobile vendor vehicle shall be displayed within the mobile vendor vehicle in a location that is readily visible to all customers.
  - (2) Any such mobile vendor who is not a certified food protection manager shall employ at least one certified food protection manager; shall maintain a copy of their certification(s) as a certified food protection manager in the mobile vending vehicle; and shall produce the certification documents for inspection upon request by any police officer or community development department inspector.

- (3) No mobile vendor shall operate the business in a manner that violates any applicable food and sanitation laws.
- (g) Noise. No mobile vendor shall operate the business in a manner that violates the Noise Control Ordinance of the City of Bondurant set forth in Chapter 53 of this Code. No person shall offer for sale or sell anything from a mobile vending vehicle by shouting.
- (h) Use of street and sidewalk. No mobile vendor shall place any tables, chairs, furniture, equipment, signage or other material on the ground, streets or sidewalks. No mobile vendor shall place any food, materials or equipment on the ground or on tables, chairs, or shelves that are not incorporated into the mobile vending vehicle.
- (i) Trash receptacles. A mobile vendor shall provide one or more trash receptacles readily accessible to its customers either in or attached to the mobile vendor vehicle. All such trash receptacles and all accumulations of trash and litter shall be removed from the site by the mobile vendor before departing.
- (j) All sales from sidewalk side. No mobile food vendor shall conduct any sales from outside the mobile vendor vehicle. All sales activities and the transfer of food and beverages to the customer shall occur only on the sidewalk side of the mobile vendor vehicle. No mobile vendor shall sell to any person situated in a motor vehicle. However, nothing in this paragraph shall be interpreted to prohibit such reasonable accommodation as may be needed to serve a customer with a disability
- (k) Grease disposal.
  - (1) All fat, oil and grease generated in the operation of a mobile vendor business shall be disposed of at the business or facility identified in the mobile vendor's application for a license. Any change in the businesses or facilities used for the disposal of such fat, oil and grease shall be reported to the city administrator in writing by the mobile vendor within three business days of the first use of a the new business or facility.
  - (2) All fat, oil and grease generated in the operation of a mobile vendor business shall be disposed of in compliance with the requirements of division 5, of chapter 100 regarding the discharge of fat, oil and grease by food service establishments.

#### **124.13 – MUNICIPAL INFRACTIONS**

- (a) Any person who violates this article shall be guilty of a municipal infraction punishable pursuant to City Code section 1.14. Any person who violates a section of this article after having previously been found guilty of violating the same section of this article shall be guilty of a repeat offense.
- (b) Relief under this section shall be in addition to the remedies set forth above in section 124.11.

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

Section 3. SEVERABILITY. If any section, provisions, sentence, clause, phrase or part of this ordinance shall be adjudicated, invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any provision, section, subsection, sentence clause, phrase or part thereof not adjudged invalid or unconstitutional.

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

PASSED AND APPROVED by the City Council this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

CITY OF BONDURANT, POLK COUNTY, IOWA

\_\_\_\_\_  
CURT SULLIVAN, MAYOR

ATTEST:

\_\_\_\_\_  
MARK J. ARENTSEN, CITY ADMINISTRATOR



February 26, 2016

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

**BONDURANT, IOWA  
URBAN SERVICE AREA SEWER  
REVIEW OF INSPECTION REPORT**

In accordance with your request of February 25, 2016, the writer has reviewed the inspection reports for the Urban Service Area Sewer prepared by Smith's Sewer Service. The information reviewed included the digital video recording and the written report. The writer reviewed the notations on the manholes compiled by Rick Holbrook.

Based on review of the information, the writer would note the following:

1. No active leaks were observed in the sanitary sewer pipe itself.
2. A small number of dips were observed in the sanitary sewer. The dips are of the type that occur occasionally in sanitary sewers. These minor dips are not considered defects and should pose no operational or maintenance issues for the City.
3. There appears to be debris in the sewer about 13 feet downstream of Manhole 2. Debris was noted in Manhole 1. The debris appears to be ponding water upstream as observed in the video inspection and noted in the written report. This reach of sewer should be cleaned to remove the obstruction.
4. Both the video inspection report and the manhole inspection noted leaking in Manhole 3 and Manhole 15. The manhole report noted a leak in Manhole 2 that was not reported in the video report. These three manhole leaks should be repaired to reduce the infiltration into the sanitary sewer.

5. The manhole report noted for Manhole 1, Manhole 14 and Manhole 15 the casting needs to be sealed to the cone section of the manhole. A loose or dislodged casting can be a source of both infiltration and inflow as well as dirt and other debris entering the sanitary sewer. It is not uncommon for manhole castings to work loose from the barrel section of the manhole. This can occur either through freeze thaw action, or because the original construction did not adequately seal the manhole casting to the manhole. The castings should be resealed and for Manhole 15 there appears a suggestion the casting be raised.

In summary, a review of the inspection reports indicates the Urban Service Area Sewer is in good condition. It appears five of the manholes need remedial work as follows:

- Manhole 1 - seal casting
- Manhole 2 - seal leak
- Manhole 3 - seal leak
- Manhole 14 - seal casting
- Manhole 15 - seal leak, raise and seal casting

It appears the sewer from Manhole 1 to Manhole 2 should be cleaned to remove the debris noted in Manhole 1 and in the pipe downstream of Manhole 2.

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

Per Rick Holbrook 2/24/16

Manhole #1

Need to seal casting, flow line needs to be cleaned out appears to be concrete in it

Manhole #2

Water coming in around the outlet pipe to the south, flow line seemed to be high, it looks like they had trouble sealing this up when installed (good Leak)

Manhole #3

Flow line good bottom joint may be seeping in not bad, may be able to seal from inside manhole

Manhole #4

Flow line needs cleaned but overall manhole is good

Manhole#5

Appears to be good

Manhole #6

Appears to be good

Manhole #7

Appears to be good

Manhole #8

Appears to be good

Manhole #9

Appears to be good

Manhole #10

Flow line is good, bottom section is leaking around the joint (good leak)

Manhole #11

Appears to have more water setting in the flow line maybe 4" deep. Didn't measure the depth had quite a few snakes in it.

Manhole #12

Appears good no water in flow line

Manhole #13

Appears to be good

Manhole #14

Casting needs to be sealed dirt in flow line snakes in it

Manhole #15

Leaking water in the manhole joints flow line was ok needs to be raised 6" and casting sealed

Manhole #16

Appears to be good

There may be other problems that I didn't see, I opened all the castings and looked in them I think there may be some seepage in some of the manhole joints that didn't look bad to me. The manholes looked good for 20 years plus. There are 2 spots that are leaking quite a lot of water in that I would be concerned about and one manhole seemed to be low.

Diamond Sports Management  
9042 NE 94<sup>th</sup> Ave.  
Bondurant, IA 50035

To: Bondurant City Council & Administration  
From: Todd Wilson – Diamond Sports Management  
Re: Proposal to Lease the BRSC

This proposal is for Diamond Sports Management (mentioned as 'the company' further) to enter into an annual lease with the City of Bondurant to manage and operate all activities and events held at the Bondurant Recreational Sports Complex, formerly known as Kinney Park.

**Scope:**

This Lease would be annual from Jan. 1 – Dec. 31 for a period of 5 years.  
Lease is renewable at 5 year schedules per the company & City Council's approval.  
Lease would include administration and supervision of any event, activity, or league conducted at the BRSC  
All funds generated from any such events would be company revenue.  
All Concession Stand Operations, Sales, and 3<sup>rd</sup> party vendors are delegated to the company  
All current equipment, tools, appliances, & supplies are included in this lease for company use.

**Restrictions:**

1. Little League has exclusive right of use during the period of 1<sup>st</sup> week of March through 1<sup>st</sup> week of July
2. Community Based Teams have priority to rent field time over Non Community Based Teams.
3. City Code regulates any event or activities held at the BRSC.

**Responsibilities of the Company:**

1. Complex management and maintenance to include:
  - Field Preparation for Little League
  - Concession stand operations for Little League
  - Administration of property improvements & repairs
  - Monthly reporting to the City. Scope: Facility Conditions, Capital Requests, Issues/Concerns, Utilization
  - Administration of equipment maintenance. Cost paid from maintenance budget, not company revenue.
  - Recommend equipment or other capital purchases
  - Pre-season field preparation and Winterization of facility
2. Organization & Administration of Youth Leagues not including Little League
3. Organization & Administration of Adult Leagues
4. Maintain Concession Stand Liability Insurance
5. Administer all labor and fund all payroll

**Entitlements of the Company:**

1. The company has the approval to fund and administer new events including but not limited to: new sports leagues, day camps, festivals, concerts, and other events.

Diamond Sports Management  
9042 NE 94<sup>th</sup> Ave.  
Bondurant, IA 50035

2. The city agrees to allow an alcohol permit for any such Adult event based on such events adhering to city code.
3. The company has the right to lease or rent any or all of the facility for events which meet the discretion of the company.
4. The company has the approval to make improvements to the facility or remodel aspects of the facility. Capital improvements over an agreed amount would require the city's approval. Maintenance and improvements are funded through the annual maintenance budget line item and funds reserved by Little League for facility maintenance and improvements.
5. Any event created and developed by the company is the sole property of the company and cannot be duplicated or renewed without approval of the company.
6. All revenue generated from the use of the facility is revenue to the company. This includes but not limited to rental fees, ticketed admission, gate fees, food and product sales & advertising including field signage.

**Little League Annual Service Fee:**

The Bondurant Little League will pay a service fee of \$6,000.00 to cover all field preparation and maintenance for their games during both their regular and post season play. This fee will be fixed for the 5 year period of this lease without regard to the increase or decrease of field demands. This fee will include all materials required to prepare fields for game play.

**City of Bondurant Responsibilities:**

1. Establishment of an annual maintenance and improvement budget. The company estimates \$18,370.00 is necessary to maintain the equipment and facilities of the complex.
2. City is responsible for all utility costs including; trash, water, electricity, & porta potty rental & service.
3. City is responsible to insure and maintain all current infrastructure both above ground and below ground. Including but not limited to: Sewage System, Water System, Power System, Buildings, Parking Lot, Roads & Drives.
4. City is responsible to mow the complex including outfields 1 time per week.
5. City will have discretion to purchase Complex Liability Insurance.
6. City agrees to name the company as an additional insured on their liability policy.

**Lease Payment**

The company will pay to the Little League 10% of all revenue to assist with maintenance and facility improvements after year 1. This payment will be made following year end financials prior to March 1<sup>st</sup>.

We estimate revenue as follows:

- |                        |                            |
|------------------------|----------------------------|
| • Year 1: \$10,000.00  |                            |
| • Year 2: \$15,000.00  | Lease payment: \$1,500.00  |
| • Year 3: \$25,000.00  | Lease payment: \$2,500.00  |
| • Year 4: \$75,000.00  | Lease payment: \$7,500.00  |
| • Year 5: \$100,000.00 | Lease payment: \$10,000.00 |

Diamond Sports Management  
9042 NE 94<sup>th</sup> Ave.  
Bondurant, IA 50035

To: Bondurant City Council & Administration

From: Todd Wilson – Diamond Sports Management

Re: Proposal to enter into a management contract to manage the BRSC

This proposal is for Diamond Sports Management (mentioned as 'the company' further) to enter into a management contract with the City of Bondurant to manage and operate all activities and events held at the Bondurant Recreational Sports Complex, formerly known as Kinney Park.

**Scope:**

This contract would run from Feb. 1 to Sept. 1 for a period of 3 years.

Contract is renewable at 3 year schedules per the company & City Council's approval.

Contract would include administration and supervision of any event, activity, or league conducted at the BRSC.

All funds generated from any such events would be city revenue.

All Concession Stand Operations, Sales, and 3<sup>rd</sup> party vendor rent would be city revenue.

All current equipment, tools, appliances, & supplies are included for use by company & staff.

All part time & seasonal staff would be employees of the city.

**Restrictions:**

1. Little League has exclusive right of use during the period of 1<sup>st</sup> week of March through 1<sup>st</sup> week of July
2. Community Based Teams have priority to rent field time over Non Community Based Teams.
3. City Code regulates any event or activities held at the BRSC.

**Responsibilities of the Company:**

1. Complex management and maintenance to include:
  - Supervision of staff for field preparation for Little League, Community Leagues, & Rental Agreements.
  - Supervision of Concession stand operations for Little League, Community Leagues, & Rental Agreements.
  - Administration of property improvements & repairs
  - Monthly reporting to the City. Scope: Facility Conditions, Capital Requests, Issues/Concerns, Utilization
  - Administration of equipment maintenance.
  - Recommend equipment or other capital purchases.
  - Pre-season field preparation supervision and winterization of facility supervision.
2. Organization & Administration of Youth Leagues not including Little League
3. Organization & Administration of Adult Leagues
4. Maintain Concession Stand Liability Insurance
5. Establish a labor budget and schedule labor in accordance with budget.
6. Hire approved labor and submit payroll hours to the city.
7. The company would manage all rental agreements relating to the facility for events which meet the approval of the Park & Rec Committee.

Diamond Sports Management  
9042 NE 94<sup>th</sup> Ave.  
Bondurant, IA 50035

8. The company would be responsible to recommend new events including but not limited to: new sports leagues, day camps, festivals, concerts, and other events to the City's Park & Rec. Committee.
9. The company will investigate and apply for grants under the City's jurisdiction to improve the facility.
10. Administration of Field & Facility Advertising; including invoicing and solicitation.

**Little League Annual Service Fee:**

The Bondurant Little League will pay a service fee of \$6,000.00 to cover all field preparation and maintenance for their games during both their regular and post season play. This fee will include all materials required to prepare fields for game play.

**City of Bondurant Responsibilities:**

1. Establishment of an annual maintenance and improvement budget. The company estimates \$18,370.00 is necessary to maintain the equipment and facilities of the complex.
2. City is responsible for all operational costs including labor, utility, security, & insurance.
3. City is responsible to insure and maintain all infrastructure.
4. City is responsible to mow the complex including outfields 1 time per week.
5. City will have discretion to purchase Complex Liability Insurance.
6. City agrees to name the company as an additional insured on their liability policy.

**Contract Amount**

The city will pay an annual management fee of \$60,000.00 to the company in monthly payments, beginning July 1<sup>st</sup>. All services provided prior to July 1 will be a donation of labor time to the city by the company. In addition, a 10% bonus will be paid at the end of the city's fiscal year based on revenue generated to the city from rentals, grants(unless prohibited by grant rules), sales, and any other sources.

## Shelby Hagan

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**Subject:** FW: BRSC Leasing Proposal

**From:** Todd Wilson <[wtw1970@gmail.com](mailto:wtw1970@gmail.com)>

**Date:** February 23, 2016 at 9:07:12 AM CST

**To:** Mark Arentsen <[marentsen@cityofbondurant.com](mailto:marentsen@cityofbondurant.com)>, Curt Sullivan <[csullivan@cityofbondurant.com](mailto:csullivan@cityofbondurant.com)>, Wes Enos <[wes@wesenos.com](mailto:wes@wesenos.com)>, Brian Lohse <[brian.k.lohse@gmail.com](mailto:brian.k.lohse@gmail.com)>, Bob Peffer <[bpeffer@cityofbondurant.com](mailto:bpeffer@cityofbondurant.com)>, Jen Keeler <[jkeeler@cityofbondurant.com](mailto:jkeeler@cityofbondurant.com)>, Doug Elrod <[delrod@cityofbondurant.com](mailto:delrod@cityofbondurant.com)>

**Cc:** Tim Mullen <[tim.mullen@nfm.com](mailto:tim.mullen@nfm.com)>

**Subject: Re: BRSC Leasing Proposal**

Regarding the question on a competitive bid requirement; I should have thought to ask this last night. But the city already does a similar lease with the Soccer Fields...How is that lease approved? Is it submitted for competitive bid each year?

On the issue of Early Termination: I would agree to a process where Little League can issue a vote of no confidence which would put the company on review status with objectives to remedy over a period of time and if unable to clear the issues, termination of the lease. Little Leagues scope would be limited to the services the company provides for Little League.

I'd also like to express a few opinions on the **management contract**...which wasn't really popular..primarily due to budgeting.

Fee is payable monthly

There are no payroll taxes, work comp, benefits, etc....which the city will incur with a hired Rec Coordinator position. ie: Maybe consider not hiring a Rec Coordinator in lieu of a management contract.

Submit a list of all the activities the Rec Coordinator was responsible for? How many of them could be held at the BRSC...and then what's left to do?

If we choose to continue with Brick Street to manage the concessions...that reduces the responsibility of this job. I would be willing to drop that fee from \$60,000.00 to \$36,000.00 or \$3,000.00/month.

I would use about 50% of the contract fee to pay my current Administrator Assistant additional hours to handle the scheduling of the fields, update the google calendars, prepare rental agreements, post to the BRSC Facebook page with updates, and collect payroll hours to submit to Lori. The other 50% would be to coordinate the new programs & leagues and additional time for mowing and ground work.

I would agree to report to Jason on all events and Jason would manage the city's seasonal staff for field work and maintenance. In essence my job would be to manage the fields and create new events for the city's rec program.

I'd like to start getting paid with the decision however, instead of July 1st...since there's less revenue to work with and I'll have to pay additional hours right away to my current admin assistant.

Thank you very much for your willingness to meet in special session to address the concerns with the BRSC. I am willing to offer any guidance or answer questions without regard to the direction you choose. Text messages work best for me due to my schedule.

Todd Wilson  
641-691-0203

On Wed, Feb 17, 2016 at 10:57 AM, Mark Arentsen <[marentsen@cityofbondurant.com](mailto:marentsen@cityofbondurant.com)> wrote:

Todd, The City Council has scheduled a special Council meeting For Monday, February 22, 6PM at the Bondurant City Hall to consider your proposal to lease the Bondurant Recreational Sports Complex for 2016. We are expecting you to be present for this meeting to explain your proposal and answer any questions the Council members have. I have attached the lease proposal you provided at a meeting on 1/12/16. On Friday, 2/19 we will be sending a meeting packet for the 2/22 City Council meeting to the Council members. If there is a more current lease proposal, please send it to me by noon on Friday, 2/19. Thank you.

Mark Arentsen

City Administrator

City of Bondurant, Pop. 5,493

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## Shelby Hagan

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**From:** Shelby Hagan [shagan@cityofbondurant.com]  
**Sent:** Thursday, February 25, 2016 9:34 AM  
**To:** 'Doug Elrod'  
**Cc:** 'Arentsen Mark'  
**Subject:** RE: BRSC Lease Proposal

Good morning!

Mark wanted me to give you an idea of the events/activities that the Rec. Coordinator plans.

Easter Event

Live Healthy Iowa 5K – big job!

Keep Bondurant Beautiful – was going to coordinate with Des Moines' Trash Bash to raise more awareness

Kids Games in the Park

Slow Pitch (Coed and Men's) – was going to coordinate with Ankeny this year and possibly Pleasant Hill to increase teams/leagues

Tot T-Ball

Swim Bus

Fishing Derby

Summerfest – usually do Bingo; was going to try something new this year (work on a main stage with more activities to involve more of the community)

Bricks 4 Kidz

Touch-A-Truck – successful event from the first year (500+ each time)

Bags Tournament

MLB Pitch, Hit and Run – New this year

In the past I've also done:

Photo Scavenger Hunt

Couch to 5K

Saturday's in the Garden

Mayor's Bike Ride

Walking Club

Yoga at Petocka

Kickball Tournament – no one signed up

Other activities (more Fall/Winter):

NFL Punt, Pass and Kick

Open Gym Basketball

Bondu Spook-Tacular – big job!

Self Defense Class

Community Awards

Santa Social

Merry & Bright Contest

Merry & Bright Parade

Bowling Camps

Cribbage Tournament

Dodgeball Tournament – will not do this one ever again. Adults and dodgeball do not mix – things got out of hand easily.

Freezer Meal Workshop

Fit Club

50+ Fitness

Movie by the Lake  
Youth Basketball – big job!  
Poker Tournament  
CRP & First Aid Class  
Trivia Night  
Mother/Son Dance – successful! Had mom’s asking about it this year (held only the one year); was planned for February.

Also help with Chamber events/activities.

The first group of events/activities is what I would work on during this time. Also, scheduling of the fields with outside teams. And, there are metro meetings occasionally with Parks and Rec that may or may not involve other projects (Capital Crossroads).

I think the real question for Council is, do you want a Rec Coordinator to plan events/activities for the whole community or do you want a Rec Coordinator planning and coordinating things specifically for the BRSC.

I am/was constantly researching different events/activities to create or host for Bondurant. As you know, we are limited on resources and it is hard to coordinate things since I have to go around the facilities calendar as well. I had to get pretty creative to come up with some of the events listed above (i.e. Touch-A-Truck, Mother/Son Dance, Keep Bondurant Beautiful, Bondu Spook-Tacular, etc.) This year, I was going to start talking with other smaller communities around us to coordinate different events/activities and share facilities to increase numbers for both of us since the east side of Polk County is use to driving. I was also going to have more conversations with the school about collaboration; since Dr. Powers took over as Superintendent, the relationship between the City and the school has improved tremendously. The old superintendent wouldn’t even entertain the idea of working together.

The thing with coordinating events and activities, it is a lot of work to make sure everything is in its place to implement and execute a successful event/activity. It’s constantly a learning process (it’s either a hit or a miss); especially in a bedroom community. To do bigger events/activities, such as festivals, you are going to need more than just one person. Look at Summerfest; how many people are involved? I know the community wants more of that, but the Rec Coordinator is just one person (as is Todd). You can’t rely on “volunteers” all the time; I’ve tried. That’s why a lot of the things listed above may be a little bit smaller scale, but that’s because I need minimal help to execute a successful event/activity. If residents want more, I feel that they need to take the time to invest in their own community. Also, Little League’s mentality is “the City should pay for it.” I do not agree. They too need to invest in the complex and hold fundraisers, etc. to help with improvements. Essentially they are the ones putting the wear and tear on our facility. I feel like people are losing sight of what this is really about.

Running a sports complex is a big job. There needs to be one person in charge, and one in charge only. When I was in the Rec job, there were too many hands in the pot and I was never given the full control to run the complex the way it should have been. I’ve spoken with numerous colleagues in the parks and rec world about ball complexes (operations), and I think we need to take their wisdom into consideration when we are moving forward.

My opinion, we have three options: Jason runs BRSC (with some help from Rec. Coordinator), a non-profit (like Urbandale), or Little League takes it over just like the Bondurant Soccer Club does their operations. The Council didn’t like us renting the building on the corner of 2<sup>nd</sup> and Grant out and competing with other businesses; I feel like this is pretty close to that. Yes, not completely apples to apples, but close. Before taking over Tot T-Ball, we had numerous complaints about the person running it before; he was “non-profit” but his administration fee was pretty high, so he was in essence making quite a bit of money off the league, and that made people unhappy.

I apologize as I am sure this is more than you wanted, but I wanted to get a few things across from my experience. People think Parks and Rec is all fun and games, and it's not. It's a lot of work, and you become the face of the community. I have been told this numerous times. That in itself is a big job.

Let me know if you want to know anything else. 😊 You can pick my brain anytime.

Thanks Doug!

Shelby Hagan

City Clerk | City of Bondurant  
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Bondurant, Iowa 50035-0037  
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**From:** Mark Arentsen [<mailto:marentsen@cityofbondurant.com>]  
**Sent:** Thursday, February 25, 2016 8:35 AM  
**To:** [delrod@cityofbondurant.com](mailto:delrod@cityofbondurant.com)  
**Cc:** 'Shelby Hagan'  
**Subject:** RE: BRSC Lease Proposal

Yes, there are a number of activities. I'll ask Shelby to give you an idea of what was done last year.

*Mark Arentsen*

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**From:** [delrod@cityofbondurant.com](mailto:delrod@cityofbondurant.com) [<mailto:delrod@cityofbondurant.com>]  
**Sent:** Wednesday, February 24, 2016 5:39 PM  
**To:** Mark Arentsen  
**Subject:** Fwd: BRSC Lease Proposal

Are there any activities aside from BRSC that would be coordinated by the Park's and Rec director between now and July 1?

Sent from my iPhone

Begin forwarded message:

**From:** Todd Wilson <[wtw1970@gmail.com](mailto:wtw1970@gmail.com)>  
**Date:** February 24, 2016 at 11:27:06 AM CST  
**To:** Mark Arentsen <[marentsen@cityofbondurant.com](mailto:marentsen@cityofbondurant.com)>

**Cc:** Curt Sullivan <[csullivan@cityofbondurant.com](mailto:csullivan@cityofbondurant.com)>, Brian Lohse <[brian.k.lohse@gmail.com](mailto:brian.k.lohse@gmail.com)>, Wes Enos <[wes@wesenos.com](mailto:wes@wesenos.com)>, Bob Peffer <[bpeffer@cityofbondurant.com](mailto:bpeffer@cityofbondurant.com)>, Jen Keeler <[jkeeler@cityofbondurant.com](mailto:jkeeler@cityofbondurant.com)>, Doug Elrod <[delrod@cityofbondurant.com](mailto:delrod@cityofbondurant.com)>, Lori Dunham <[ldunham@cityofbondurant.com](mailto:ldunham@cityofbondurant.com)>, Shelby Hagan <[shagan@cityofbondurant.com](mailto:shagan@cityofbondurant.com)>, Jason McGrann <[jmcgrann@cityofbondurant.com](mailto:jmcgrann@cityofbondurant.com)>  
**Subject: Re: FW: BRSC Lease Proposal**

Mark;

I'm ok with a 3 year term. I'd request the council consider going with the newly proposed management offer at \$3K per month until July 1st and then starting the lease with the city's new fiscal year. This would give us some time to establish guidelines for the lease so we don't have to rush into it. It would also allow me to put together a list of programs and events and work out details of each with you and city staff.

So I propose the city hold on hiring a Rec Coordinator and instead offer Diamond Mgmt and 4 month contract at \$3K/month to manage the BRSC and all Spring Early Summer programs. The city would hire season field staff to prep fields under Jason's supervision. Diamond Management would process & solicit all sign rentals and rent would be paid to the city. Little League and current rentals through June 30 would also be paid to the city. Diamond Mgmt would also handle all field rental requests and manage those through scheduling with Little League.

The Bam Ball program would not begin until after July 1, and would become the company's revenue and responsibility...this is fair to provide some working revenue for the company to get started.

As far as fair market value; the BRSC loses money...so I don't see how our current fee structure would not be consider Fair Market Value. In addition, the amount paid on the lease is determined by the success of the company to host events...thus increasing as events become more popular and thus giving the BRSC more value.

I'd like to start working under this agreement March 1st. If you can get a general approval via email of council; I'd be willing to begin working without a formal council vote March 7th. I'd like to see a formal council vote of approval of a Lease agreement beginning July 1st ***subject to it's review and negotiation*** and award Diamond Sports the 4 month management contract until July 1st.

Thank you! I think the above sounds like a really good deal for everyone...let me know your thoughts.

Todd Wilson

On Wed, Feb 24, 2016 at 10:12 AM, Mark Arentsen <[marentsen@cityofbondurant.com](mailto:marentsen@cityofbondurant.com)> wrote:  
Todd, Please see the City Attorney's response to the lease term issue below. I expect that there is a way to determine fair market value for the lease although I don't know what that is right now. I'm more interested in your response to the 3 year item. If you are unable to accept a 3 year term, the City will need to do some type of public notice and provide others an opportunity to present a lease proposal. Even if you are willing to accept a 3 year term, the City Council could still decide to request proposals from others.

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-----Original Message-----

From: Dave Brick [mailto:[Dave.Brick@brickgentrylaw.com](mailto:Dave.Brick@brickgentrylaw.com)]  
Sent: Tuesday, February 23, 2016 4:52 PM  
To: Mark Arentsen  
Cc: Curt Sullivan; Lori Dunham; Shelby Hagan  
Subject: Re: BRSC Lease Proposal

Mark,

The City can enter into a lease of the BRSC to Diamond Sports Management without public solicitation of further bid if:

1. The lease is for a term of 3 years or less; and
2. The lease rate paid by Lessee is for fair market value (fmv is obviously a fluid thing, but the key is that Diamond is not getting a discounted rate and Diamond is not getting special treatment or a special deal).

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

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> On Feb 23, 2016, at 9:00 AM, Mark Arentsen <[marentsen@cityofbondurant.com](mailto:marentsen@cityofbondurant.com)> wrote:

>

> David, I will be forwarding you a couple e-mails regarding potential lease of the Bondurant Recreational Sports Complex (BRSC) to Diamond Sports Management. Todd Wilson appears to be the Principal in this company. Todd put together the proposals you will be receiving. The Council met and reviewed Todd's proposals last night. The Council is interested in pursuing the lease proposal, not the management proposal. The primary question we couldn't answer last night was whether other parties need to be given an opportunity to provide lease proposals. You may recall that operation of the complex concession stand was leased to Brick Street Market last year. The City advertised for proposals in that case. Would the same requirement apply here? Receiving an answer to that question in the next couple days would be appreciated. If public solicitation is not required, Todd will meet with his attorney this week and present a formal lease proposal in time for consideration at the March 7 City Council meeting.

>

> Timing is a consideration with this issue because ball season is scheduled to start in early March. It appears at this time that the City will be doing the field preparation work for the early season activities because there may not be time to get a lease approved in time for Diamond Sports Management to hire people and have them working by early March. It's hard to say how long the lease negotiations will take. It's also possible that the City and Diamond Sports Management may not be able to reach agreement, but I don't want the City to be viewed as the party that's holding up the process, so anything you can do to respond quickly on the lease issues is appreciated.

>

> Mark Arentsen  
> City Administrator  
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