

**NOTICE OF A REGULAR MEETING  
BONDURANT CITY COUNCIL  
July 20, 2015**

**NOTICE IS HEREBY GIVEN** that a Regular Meeting of the City Council will be held at 6:00 p.m. on Monday, July 20, 2015, 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 July 06, 2015
- b. Street Closing Application for Touch-A-Truck on July 31, 2015
- c. Street Closing Application for Bags Tournament on August 1, 2015
- d. Request for Fireworks Permit from Bondurant-Farrar High School on September 25, 2015
- e. Claims Report and June 2015 Financial Statements (emailed 7/13/15)
- f. Tax Abatement Applications

Terry and Janet Anderson 3242 Birch Street, SW

Suzanne Allen 422 3rd Street, SE

7. Polk County Sheriff's Report
8. Guests requesting to address the City Council
9. **RESOLUTION NO. 15-104** – Resolution appointing Jennifer Keeler, 601 Brick Street, SE, Bondurant, to the Bondurant City Council for a term ending December 31, 2015
10. **RESOLUTION NO. 15-105** – Resolution approving Change Order #1 for the City Park Shelter from Nisley Construction in the amount of \$2,701.30
11. **RESOLUTION NO. 15-106** – Resolution awarding the work for construction of four neighborhood park shelters to Kugler Construction in the amount of \$15,250
12. **ORDINANCE 15-208** – Ordinance amending the Bondurant Municipal Code by Providing for a Hotel and Motel Tax (Second Reading)
13. **ORDINANCE 15-209** – Ordinance amending the Bondurant Municipal Code Chapter 28 City Tree Board
14. **RESOLUTION NO. 15-107** – Resolution accepting City Councilman Michael Reed's resignation of his Bondurant City Council seat effective July 20, 2015

15. **RESOLUTION NO. 15-108** – Resolution of Appreciation for Mike Reed for his service as a member of the Bondurant City Council

16. Discussion Items –

- a. Public Art at Lake Petocka
- b. Appoint City Representative to BRAVO
- c. City Council Vacancy

17. Reports / Comments and appropriate action thereon:

- a. Mayor
- b. City Administrator
- c. Council Members

18. Adjournment

BONDURANT CITY COUNCIL  
Minutes  
July 06, 2015 6:00 P.M.  
Bondurant City Center

**1. Roll Call**

Present: Mayor Curt Sullivan, Council Member Wes Enos, Council Member Robert Peffer  
Council Member Mike Reed  
Absent: Council Member Brian Lohse  
City Officials  
Present: City Administrator Mark Arentsen, Assistant to City Administrator Mary Rork-Watson,  
City Engineer Bob Veenstra, Finance Director Lori Dunham, City Attorney David Brick, Fire  
Chief Aaron Kreuder

**2. Call to Order and Declaring a Quorum**

Mayor Sullivan called the meeting to order at 6:00 p.m. and declared a quorum.

**3. Pledge of Allegiance**

**4. Abstentions declared - None**

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

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

**6. Consent Agenda:**

- a. Approval of the City Council Meeting Minutes of June 16, 2015
- b. Receive and File – Planning & Zoning Commission Meeting Minutes of May 28, 2015
- c. Claims Report
- d. Tobacco Permit Application from EZ Mart, 1111 Lincoln Street, SE
- e. Tax Abatement Applications

Chad & Pam Greene	300 Evergreen Drive, NW
Jesse Rhodes	414 4th Street, SE
Roger D. Stewart	512 Sycamore Drive, NW
DeWayne Osborn	3316 Hawthorn Drive, SW
Bailey Magneson	426 4th Street, SE
Jennifer & Joseph Appenzeller	504 Evergreen Drive, NW
Zach & Carrie Boyer	501 4th Street, SE
Justin & Amanda Pals	401 Alpha Street, NW

Motion made by Council Member Peffer, seconded by Council Member Enos, to approve the Consent Agenda. Roll Call: Ayes: 3. Nays: 0. Motion carried.

**7. Polk County Sheriff's Report** – Chief Joe Simon, Polk County Sheriff's Department, reported June activities of 304 calls for service, 17 citations, 21 written warnings and 2 arrests. Additional officers will be available this Friday, July 10 for Jazz in July. Congratulations to Council Member Reed on his new job.

**8. Guests requesting to address the City Council – None**

Greg Edwards, President/CEO, Greater Des Moines Convention and Visitors Bureau presented the activity of the CVB for Des Moines conventions and sporting activities in the past and future. CVB receives annual funding, from hotel/motel taxes, of \$5 million from 13 metro communities + Perry. If Bondurant would choose to become a member, the CVB could assist in marketing events and the sports complex in Bondurant and provide 'Catch Crews'. They estimate that for every \$1 spent, \$34 is returned to the local economy.

9. **RESOLUTION NO. 15-92** – Resolution approving City of Bondurant membership in the Greater Des Moines Convention and Visitors Bureau at a cost of \$1,500 per year

Motion made by Council Member Enos, seconded by Council Member Reed, to approve Resolution No. 15-92. Roll Call: Ayes: 3. Nays: 0. Motion carried.

10. **RESOLUTION NO. 15-101** – Resolution setting the date of a Public Hearing for the Purpose of Amending the Current Budget of the City of Bondurant for the Fiscal Year ending June 30, 2016

City Administrator commented that a budget amendment is needed to account for unfinished projects from fiscal year 2015 in the current 2016 fiscal year. Motion made by Council Member Enos, seconded by Council Member Peffer, to approve Resolution No. 15-101. Roll Call: Ayes: 3. Nays: 0. Motion carried.

11. **RESOLUTION NO. 15-93** – Resolution approving the appointment of Council Member Wes Enos as the Metro Waste Authority Primary Board Representative for the remaining 2015 term

Motion made by Council Member Reed, seconded by Council Member Peffer, to approve Resolution No. 15-93. Roll Call: Reed-Aye, Peffer-Aye, Enos-Abstain. Ayes: 2. Nays: 0. Abstain: 1. Motion carried.

12. **RESOLUTION NO. 15-94** – Resolution approving the appointment of Council Member Bob Peffer as Alternate Board Representative to the Des Moines Metropolitan WRA for remaining 2015 term

Motion made by Council Member Enos, seconded by Council Member Reed, to amend Resolution No. 15-94, striking Council Member Mike Reed as Alternate Board Representative to the Des Moines Metropolitan WRA and replacing with Council Member Bob Peffer. Roll Call: Reed-Aye, Enos-Aye, Peffer-Abstain. Ayes: 2. Nays: 0. Abstain: 1. Motion carried. Motion made by Council Member Enos, seconded by Council Member Reed, to approve Resolution No. 15-94, as amended. Roll Call: Enos-Aye, Reed-Aye, Peffer-Abstain. Ayes: 2. Nays: 0. Abstain: 1. Motion carried.

13. **RESOLUTION NO. 15-95** – Resolution appointing Fire Chief Kreuder to the Polk County E911 Service Board and City Administrator Arentsen as First Alternate for the remaining 2015 term

Motion made by Council Member Enos, seconded by Council Member Peffer, to approve Resolution No. 15-95. Roll Call: Ayes: 3. Nays: 0. Motion carried.

14. **RESOLUTION NO. 15-96** – Resolution appointing Fire Chief Kreuder to the Polk County Emergency Management Commission for the remaining 2015 term

Motion made by Council Member Peffer, seconded by Council Member Enos, to approve Resolution No. 15-96. Roll Call: Ayes: 3. Nays: 0. Motion carried.

15. **RESOLUTION NO. 15-97** – Resolution approving the appointment of Council Member Brian Lohse as Primary Representative and City Administrator Arentsen as Alternative to Des Moines Area MPO for remaining 2015 term

Motion made by Council Member Enos, seconded by Council Member Reed, to approve Resolution No. 15-97. Roll Call: Ayes: 3. Nays: 0. Motion carried.

**16. RESOLUTION NO. 15-98** – Resolution approving the appointment of \_\_\_\_\_ to the City Tree Board

There are no interested persons at this time. Motion made by Council Member Enos, seconded by Council Member Reed, to table Resolution No. 15-98. Roll Call: Ayes: 3. Nays: 0. Motion carried.

**17. RESOLUTION NO. 15-99** – Resolution approving the Municipal Wages for Fiscal Year 2014 / 2015 for the City of Bondurant

Motion made by Council Member Enos, seconded by Council Member Peffer, to approve Resolution No. 15-99. Roll Call: Ayes: 3. Nays: 0. Motion carried.

**18. RESOLUTION NO. 15-100** – Resolution appointing City Administrator Mark Arentsen as Primary Contact and Finance Director Lori Dunham as Alternate Contact to Represent Member with the Iowa Communities Assurance Pool (ICAP)

Motion made by Council Member Enos, seconded by Council Member Peffer, to approve Resolution No. 15-100. Roll Call: Ayes: 3. Nays: 0. Motion carried.

**19. RESOLUTION NO. 15-102** – Resolution setting the date of a Public Hearing for the Purpose of Adopting an Ordinance to Establish Urban Service Area Connection Fee District and Connection Fees Therein

City Engineer Bob Veenstra explained that the vagueness of the 2006 agreement with Polk County requires simplifying and amending the agreement to establish a fee of \$3,500/acre for future developments to offset the debt due to Polk County for the sewer line and lift station construction on the east end of the City. Motion made by Council Member Enos, seconded by Council Member Reed, to approve Resolution No. 15-102. Roll Call: Ayes: 3. Nays: 0. Motion carried.

**20. RESOLUTION NO. 15-103** – Resolution approving Partial Payment Application #002 for the City Park Shelter from Nisley Construction

Motion made by Council Member Peffer, seconded by Council Member Enos, to approve Resolution No. 15-103. Roll Call: Ayes: 3. Nays: 0. Motion carried.

**21. ORDINANCE 15-207** – Ordinance updating Chapter 35 – Bondurant Emergency Services, Section 35.06 (First Reading)

The ordinance update changes the fire chief position from an appointee to an employee. Motion made by Council Member Enos, seconded by Council Member Reed, to waive the first and second readings of Ordinance No. 15-207, and approve the third and final reading. Roll Call: Ayes: 3. Nays: 0. Motion carried.

**22. ORDINANCE 15-208** – Ordinance amending the Bondurant Municipal Code by Providing for a Hotel and Motel Tax (First Reading)

Motion made by Council Member Enos, seconded by Council Member Peffer, to approve the first reading of Ordinance No. 15-208. Roll Call: Ayes: 3. Nays: 0. Motion carried.

**23. Discussion Items**

- a. Residence at 305 11th Street, SE – Discussion led by City Administrator Arentsen and City Attorney Brick regarding the health hazard and the declaring of public nuisance options. The owner of the house has not paid the property taxes in a number of years and any clean up done by the City would have to be assessed on the property taxes. Another option would be obtain title to the property through abandonment but the City would have to pay the approximately \$20,000 in property taxes. The Council agreed to the nuisance abatement process if it did not impact the budget too much.
- b. City Council Vacancy – The City has received one applicant for the Council seat vacated by Curt Sullivan. Attorney Brick will provide a resolution for the July 20 Council agenda to approve the applicant. Another interested resident will be needed to fill the Council seat vacated by Mike Reed.

**24. Reports / Comments and appropriate action thereon:**

- a. Mayor – Attending the MIALG meeting on July 8 at Camp Dodge. Good luck to Mike Reed.
- b. City Administrator – Public works has been busy mowing, looking into replacing District 30 tile, neighborhood park picnic tables, etc., have been assembled, Second Street asphalt, from the west end to Highway 65, will have crack sealing done, continue to install new water meters, BRSC bathrooms are finished, there are 72 tot t-ball participants, looking at replacing the mower that BRSC uses as it is on its last leg, appears that Live Healthy Iowa 5K will be back next year, annual audit will start August 3 and the swearing in of Fire Chief Kreuder took place last Wednesday, July 1, with about 50 people in attendance, including his (Fire Chief) father from Savannah, IL.
- c. Council Members
  - Council Member Peffer – No comment.
  - Council Member Enos – Attended MWA last Wednesday which was interesting as the Board is very interactive.
  - Council Member Reed – No comment.
- d. City Attorney – City Ordinance states that a Tree Board member is to be resident of Bondurant. The Ordinance could be expanded to allowing up to 2 persons of the Bondurant-Farrar School district boundaries.

**25. Adjournment**

Motion made by Council Member Peffer, seconded by Council Member Reed, to adjourn the meeting at 7:24 p.m. Roll Call: Ayes: 3. Nays: 0. Motion carried.

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Lori Dunham, Finance Director

ATTEST:

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Curt Sullivan, Mayor

(SEAL)

I, the understated Mayor of the City of Bondurant, Polk County, Iowa, hereby certify that the foregoing is a true and accurate copy of proceedings had and done by the Mayor and City Council on July 06, 2015, 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

### Street Closing Application

Purpose of Street Closing: Touch - A - Truck

Date of Application: 7/15/15

Name of Contact Person: Shelby Hagan

Address of Contact Person: 200 2nd ST NE

Contact Phone # 967-2418 Cell Phone # \_\_\_\_\_

Email: shagan@cityofbondurant.com

Date of Street Closing: 7/13/15

Time: From 1:00 To 5:00 (no earlier than 8:00 a.m., and no later than 12 midnight)

Optional Rain Date \_\_\_\_\_

Street(s) to block off:

Grain ST & Main ST (between RR & Dentist drive)

Intersections: Grain ST AND Main ST

Will the block party involve entertainment: Yes \_\_\_\_\_ No

If yes, please describe: (i.e.: music, inflatables, etc) \_\_\_\_\_

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

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

Applicant Signature: Shelby Hagan

### Street Closing Application

Purpose of Street Closing: Bags Tournament

Date of Application: 7/15/15

Name of Contact Person: Shelby Hagan

Address of Contact Person: 200 2nd ST NE

Contact Phone # 967-2418 Cell Phone # \_\_\_\_\_

Email: shagan@cityofbondurant.com

Date of Street Closing: 8/1/15

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

Optional Rain Date \_\_\_\_\_

Street(s) to block off:  
1st ST SE (front of Founders)

Intersections: \_\_\_\_\_ AND \_\_\_\_\_

Will the block party involve entertainment: Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please describe: (i.e.: music, inflatables, etc) \_\_\_\_\_

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

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

Applicant Signature: Shelby Hagan

## Mary Rork-Watson

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**From:** Misty Richardson-Kugler [mkugler@cityofbondurant.com]  
**Sent:** Thursday, July 16, 2015 8:09 AM  
**To:** Mary Rork-Watson  
**Subject:** FW: Request for Resolution

**From:** Maury Ruble [[mailto:maury\\_ruble@bondurant.k12.ia.us](mailto:maury_ruble@bondurant.k12.ia.us)]  
**Sent:** Wednesday, July 15, 2015 4:19 PM  
**To:** [info@cityofbondurant.com](mailto:info@cityofbondurant.com)  
**Subject:** Request for Resolution

Good Afternoon,

I am writing to request a spot on an upcoming City Council meeting agenda for a resolution permitting Bondurant-Farrar High School to have a fireworks display during and immediately after our Homecoming football game on Friday, September 25, 2015. The display will commence at approximately 9:30pm and last for approximately 10 minutes.

Thank you,

Maury Ruble  
Asst. Principal/Activities Director  
Bondurant-Farrar High School

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL ACCOUNT	CK SQ
LEGACY BANK								
A-24764	1	7/21/15	7/21/15	1715 A KING'S THRONE KYBOS-JAZZ IN JULY	56.00	001	001-430-6415	1
				INVOICE TOTAL	56.00			
A-24778	1	7/21/15	7/21/15	KYBOS	218.00	001	001-430-6415	1
				INVOICE TOTAL	218.00			
				VENDOR TOTAL	274.00			
1230 ACME ELECTRIC COMPANIES								
3513078	1	7/21/15	7/21/15	LABELS	15.99	001	001-150-6506	1
	2			LABELS	15.99	001	001-160-6506	1
				INVOICE TOTAL	31.98			
				VENDOR TOTAL	31.98			
11 ALTOONA FIRE DEPT								
-01/116359	1	7/21/15	7/21/15	AMBULANCE DOS 6/21/15	225.00	001	001-160-6413	1
				INVOICE TOTAL	225.00			
07012015	1	7/21/15	7/21/15	MEDICATIONS	129.27	001	001-160-6507	1
				INVOICE TOTAL	129.27			
				VENDOR TOTAL	354.27			
1585 BIG GREEN UMBRELLA MEDIA INC								
344992	1	7/21/15	7/21/15	JUNE 2015 BONDURANT LIVI	445.00	001	001-621-6402	1
	2			JUNE 2015 BONDURANT LIVI	85.00	600	600-812-6402	1
	3			JUNE 2015 BONDURANT LIVI	85.00	670	670-840-6402	1
	4			JUNE 2015 BONDURANT LIVI	85.00	741	741-865-6402	1
				INVOICE TOTAL	700.00			
				VENDOR TOTAL	700.00			
1537 BOUND TREE MEDICAL LLC								
61165468	1	7/21/15	7/21/15	PULSE OXIMETER	67.99	001	001-160-6507	1
				INVOICE TOTAL	67.99			
				VENDOR TOTAL	67.99			
1611 BRAVO GREATER DES MOINES								
07092015	1	7/21/15	7/21/15	28E AGRMT ANNUAL CONTRIB	1,500.00	001	001-621-6413	1
				INVOICE TOTAL	1,500.00			
				VENDOR TOTAL	1,500.00			
73 BRICK GENTRY P.C.								
197063	1	7/21/15	7/21/15	ATTEND COUNCIL MTG;MAYOR	1,303.75	001	001-640-6411	1
	2			WISTERIA HTS OUTLOT SALE	52.50	001	001-640-6411	1
	3			IDNR LEGAL ISSUE	227.50	610	610-817-6411	1
				INVOICE TOTAL	1,583.75			
				VENDOR TOTAL	1,583.75			

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL ACCOUNT	CK SQ
GLWTE 15	1	7/21/15	7/21/15	1855 CHAN CAVAN GLWTE TEMP CONSTRUCT EAS 601 GRANT ST S	100.00	323	323-210-6405	1
				INVOICE TOTAL	100.00			
				VENDOR TOTAL	100.00			
76240	1	7/21/15	7/21/15	1284 COMMUNICATION INNOVATORS CONFERENCE PHONE TROUBLE	85.00	001	001-650-6499	1
				INVOICE TOTAL	85.00			
				VENDOR TOTAL	85.00			
255330928	1	7/21/15	7/21/15	939 OCCUPATIONAL HEALTH CTR OF SW PRE-EMPLOY PHYSICAL-KENN	241.50	001	001-160-6230	1
				INVOICE TOTAL	241.50			
				VENDOR TOTAL	241.50			
GLWTE 12	1	7/21/15	7/21/15	1850 JASON CORNELIUS GLWTE TEMP CONSTRUCT EAS 797-799 GRANT ST S	100.00	323	323-210-6405	1
				INVOICE TOTAL	100.00			
				VENDOR TOTAL	100.00			
1046659	1	7/21/15	7/21/15	142 DES MOINES STAMP MANUFACTURING NAME PLATE-KEELER	15.00	001	001-620-6580	1
				INVOICE TOTAL	15.00			
				VENDOR TOTAL	15.00			
8602170715	1	7/21/15	7/21/15	144 DES MOINES WATER WORKS 2015 CCR REPORT	156.06	600	600-812-6413	1
				INVOICE TOTAL	156.06			
				VENDOR TOTAL	156.06			
07092015	1	7/21/15	7/21/15	1665 LEONARD DRABEK SOFTBALL UMPIRE-2 GMS 7/	50.00	001	001-430-6599	1
				INVOICE TOTAL	50.00			
				VENDOR TOTAL	50.00			
81158	1	7/21/15	7/21/15	998 EMERGENCY APPARATUS MAINTENANC BALL VALVE;FOAM VALVE;TA VALVE REPAIRS-AERIAL 416	2,092.77	001	001-150-6332	1
				INVOICE TOTAL	2,092.77			
				VENDOR TOTAL	2,092.77			
42-81444	1	7/21/15	7/21/15	1079 FAST SIGNS PETOCKA SIGNAGE STICKER-	30.71	001	001-430-6320	1
				INVOICE TOTAL	30.71			

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
VENDOR TOTAL					30.71		
102429	1	7/21/15	7/21/15	985 IOWA STATE UNIVERSITY ISU INSECT ZOO SRP 6/22/ INVOICE TOTAL	200.28 200.28	167 167-410-6506	1
VENDOR TOTAL					200.28		
GLWTE 8	1	7/21/15	7/21/15	1851 SCOTT GRIFFIN GLWTE TEMP CONSTRUCT EAS 807 GRANT ST S INVOICE TOTAL	100.00 100.00	323 323-210-6405	1
VENDOR TOTAL					100.00		
27399	1	7/21/15	7/21/15	180 GRIMES ASPHALT & PAVING STREET PATCHING-FRANKLIN INVOICE TOTAL	13,800.00 13,800.00	110 110-210-6417	1
VENDOR TOTAL					13,800.00		
E160966	1	7/21/15	7/21/15	1142 HD SUPPLY WATERWORKS LTD HYDRANT MARKERS-10 INVOICE TOTAL	242.20 242.20	600 600-811-6375	1
VENDOR TOTAL					242.20		
0132435	1	7/21/15	7/21/15	202 HILLTOP TIRE SERVICE MOWER TIRE INVOICE TOTAL	52.98 52.98	001 001-430-6350	1
VENDOR TOTAL					52.98		
015-018-1	1	7/21/15	7/21/15	1486 HOISINGTON KOEGLER GROUP INC NORTH STREET STUDY INVOICE TOTAL	4,588.08 4,588.08	001 001-540-6490	1
VENDOR TOTAL					4,588.08		
09232015	1	7/21/15	7/21/15	226 IOWA LEAGUE OF CITIES LEAGUE CONF REGISTRATION	65.00	001 001-621-6240	1
	2			LEAGUE CONF REGISTRATION	65.00	600 600-812-6240	1
	3			LEAGUE CONF REGISTRATION INVOICE TOTAL	65.00 195.00	610 610-817-6240	1
VENDOR TOTAL					195.00		
172570	1	7/21/15	7/21/15	230 IOWA ONE CALL LOCATES INVOICE TOTAL	120.60 120.60	600 600-812-6490	1
VENDOR TOTAL					120.60		
651 IOWA CITY/COUNTY MGMT ASSOC							

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL ACCOUNT	CK SQ
06022015	1	7/21/15	7/21/15	651 IOWA CITY/COUNTY MGMT ASSOC FY2016 MEMBERSHIP	150.00 150.00	001	001-621-6210	1
				INVOICE TOTAL	150.00			
				VENDOR TOTAL	150.00			
102 062415	1	7/21/15	7/21/15	13 IA COMMUNITIES ASSURANCE POOL PROPERTY/LIAB INSURANCE	3,875.16- 3,875.16-	001	001-660-6408	1
				INVOICE TOTAL	3,875.16-			
102 080115	1	7/21/15	7/21/15	PROPERTY/LIAB INSURANCE	49,539.22 49,539.22	001	001-660-6408	1
				INVOICE TOTAL	49,539.22			
				VENDOR TOTAL	45,664.06			
392788	1	7/21/15	7/21/15	904 INTERSTATE BATTERY BATTERY-BUS	45.95 45.95	001	001-150-6332	1
				INVOICE TOTAL	45.95			
				VENDOR TOTAL	45.95			
10315 615	1	7/21/15	7/21/15	1167 KEY COOPERATIVE FUEL	326.02	001	001-150-6331	1
	2			FUEL	326.02	001	001-160-6331	1
	3			FUEL	155.54	600	600-811-6331	1
	4			FUEL	155.54	610	610-816-6331	1
	5			FUEL	710.87	110	110-210-6331	1
	6			FUEL	336.54	001	001-430-6331	1
	7			FUEL	68.57	741	741-865-6331	1
	8			FUEL	209.89	001	001-440-6331	1
	9			FUEL	68.91	001	001-350-6507	1
				INVOICE TOTAL	2,357.90			
				VENDOR TOTAL	2,357.90			
1Y04918	1	7/21/15	7/21/15	251 KEYSTONE LABORATORIES COLIFORM SAMPLES	264.00 264.00	600	600-811-6389	1
				INVOICE TOTAL	264.00			
				VENDOR TOTAL	264.00			
234907820	1	7/21/15	7/21/15	1340 KMBS U.S.A., INC. COPIER	301.91	001	001-621-6499	1
	2			COPIER	301.91	001	001-650-6499	1
	3			COPIER	151.00	600	600-812-6499	1
	4			COPIER	150.99	610	610-817-6499	1
				INVOICE TOTAL	905.81			
				VENDOR TOTAL	905.81			
GLWTE 1	1	7/21/15	7/21/15	161 LEGACY BANK GLWTE TEMP CONSTRUCT EAS 1201 GRANT ST S	100.00	323	323-210-6405	1
				INVOICE TOTAL	100.00			

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL ACCOUNT	CK SQ
				VENDOR TOTAL	100.00			
775265	1	7/21/15	7/21/15	965 MANATT'S INC. CRUSHED CONCRETE-JR HAIN	168.48	001	001-430-6320	1
				INVOICE TOTAL	168.48			
				VENDOR TOTAL	168.48			
82424	1	7/21/15	7/21/15	842 MENARDS MAILBOX	12.88	110	110-210-6580	1
				INVOICE TOTAL	12.88			
82817	1	7/21/15	7/21/15	PLYWOOD;SUPPLIES-CENSUS	59.15	001	001-622-6580	1
				INVOICE TOTAL	59.15			
82880	1	7/21/15	7/21/15	SCRUB BRUSH	8.99	001	001-430-6507	1
	2			CONCRETE REPAIR;PUTTY KN	8.46	001	001-430-6320	1
				INVOICE TOTAL	17.45			
83395	1	7/21/15	7/21/15	DEPOT TRASH BAGS	6.98	001	001-430-6507	1
				INVOICE TOTAL	6.98			
				VENDOR TOTAL	96.46			
594688-IN	1	7/21/15	7/21/15	308 MUNICIPAL SUPPLY SUBMERSIBLE METER-PLEASA	125.00	600	600-811-6727	1
				INVOICE TOTAL	125.00			
				VENDOR TOTAL	125.00			
70005899	1	7/21/15	7/21/15	286 METRO WASTE AUTHORITY RESIDENTIAL GARBAGE SRVC	13,485.60	670	670-840-6499	1
				INVOICE TOTAL	13,485.60			
				VENDOR TOTAL	13,485.60			
6604849001	1	7/21/15	7/21/15	322 OFFICE DEPOT INC FLASH DRIVES-4	30.04	001	001-650-6506	1
				INVOICE TOTAL	30.04			
7933655001	1	7/21/15	7/21/15	POLYCOM SOUNDSTATION PHO	751.99	001	001-650-6504	1
				INVOICE TOTAL	751.99			
7933766001	1	7/21/15	7/21/15	STORAGE BOXES	13.33	600	600-812-6506	1
	2			STORAGE BOXES	13.33	610	610-817-6506	1
	3			STORAGE BOXES	13.33	001	001-621-6506	1
				INVOICE TOTAL	39.99			
				VENDOR TOTAL	822.02			
GLWTE 5	1	7/21/15	7/21/15	1852 PAIRED HOMES PUD OWNERS ASSOC GLWTE TEMP CONSTRUCT EAS 1005 GRANT ST S	100.00	323	323-210-6405	1
				INVOICE TOTAL	100.00			

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL ACCOUNT	CK SQ
				VENDOR TOTAL	100.00			
118	1	7/21/15	7/21/15	999999999 2929 PARKS CUSTOM HOMES REIMB BUILDING PERMIT OV 118 TAILFEATHER DR NE	100.00	001	001-170-6450	1
				INVOICE TOTAL	100.00			
				VENDOR TOTAL	100.00			
6048	1	7/21/15	7/21/15	337 POLK COUNTY TREASURER LAW ENFORCEMENT JUNE 201	36,670.00	001	001-110-6050	1
				INVOICE TOTAL	36,670.00			
				VENDOR TOTAL	36,670.00			
6/2015	1	7/21/15	7/21/15	1375 R & B SERVICES, LLC MOW NUISANCE ABATEMENT P 3409 MAPLE DR SW	105.00	001	001-210-6499	1
				INVOICE TOTAL	105.00			
				VENDOR TOTAL	105.00			
8763875	1	7/21/15	7/21/15	1525 REGISTER MEDIA REZONING NOTICE;OUTLOT W	34.88	001	001-540-6402	1
	2			MAYORAL VACANCY	368.39	001	001-621-6402	1
				INVOICE TOTAL	403.27			
8764155	1	7/21/15	7/21/15	CCR REPORT;WATER CONNECT	171.74	600	600-812-6402	1
	2			ZONING ORDINANCE-PUD TO	31.94	001	001-540-6402	1
	3			PUBLISH MINUTES;ORDINANC	414.06	001	001-621-6402	1
				INVOICE TOTAL	617.74			
				VENDOR TOTAL	1,021.01			
1397	1	7/21/15	7/21/15	1404 RJ MARTIN EXCAVATING & TRUCK HAUL CRUSHED CONCRETE	90.00	001	001-430-6320	1
				INVOICE TOTAL	90.00			
				VENDOR TOTAL	90.00			
GLWTE 10	1	7/21/15	7/21/15	1853 DANIEL & LISA ROBBEN GLWTE TEMP CONSTRUCT EAS 803 GRANT ST S	100.00	323	323-210-6405	1
				INVOICE TOTAL	100.00			
				VENDOR TOTAL	100.00			
GLWTE 6	1	7/21/15	7/21/15	1856 ANGELA ROBERTS GLWTE TEMP CONSTRUCT EAS 100 10TH ST SE	100.00	323	323-210-6405	1
	2			GLWTE TEMP CONSTRUCT EAS 101 10TH ST SE	100.00	323	323-210-6405	1
				INVOICE TOTAL	200.00			

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
				VENDOR TOTAL	200.00		
31368	1	7/21/15	7/21/15	1368 S V P A ARCHITECTS INC. SHELTER CONSTR ADMIN	217.50	335 335-430-6790	1
				INVOICE TOTAL	217.50		
31369	1	7/21/15	7/21/15	SHELTER CONSTR ADMIN ADD	700.00	335 335-430-6790	1
				INVOICE TOTAL	700.00		
				VENDOR TOTAL	917.50		
GLWTE 14	1	7/21/15	7/21/15	1849 DALE AND DONNA SHORT GLWTE TEMP CONSTRUCT EAS 605 GRANT ST S	100.00	323 323-210-6405	1
				INVOICE TOTAL	100.00		
				VENDOR TOTAL	100.00		
GLWTE 9	1	7/21/15	7/21/15	1854 ROBERT & JUDITH SMITH GLWTE TEMP CONSTRUCT EAS 805 GRANT ST S	100.00	323 323-210-6405	1
				INVOICE TOTAL	100.00		
				VENDOR TOTAL	100.00		
255623	1	7/21/15	7/21/15	1336 SMITH'S SEWER SERVICE, INC. JET VAC STORM INTAKES-3R	570.00	741 741-865-6499	1
				INVOICE TOTAL	570.00		
				VENDOR TOTAL	570.00		
9670	1	7/21/15	7/21/15	850 STEWART ELECTRIC, INC. REPAIR EXT LIGHTS;PHOTOC	225.00	001 001-150-6310	1
	2			REPAIR EXT LIGHTS;PHOTOC	225.00	001 001-160-6310	1
				INVOICE TOTAL	450.00		
				VENDOR TOTAL	450.00		
129612965	1	7/21/15	7/21/15	1277 UNITED RENTALS INC. GAS MONITOR SNKA415-1043	595.00	610 610-816-6504	1
				INVOICE TOTAL	595.00		
				VENDOR TOTAL	595.00		
36404	1	7/21/15	7/21/15	433 WILLIAMSONS REPAIR OIL CHANGE-4110	83.51	001 001-160-6332	1
				INVOICE TOTAL	83.51		
36405	1	7/21/15	7/21/15	BATTERIES-BUS	418.46	001 001-160-6332	1
				INVOICE TOTAL	418.46		
				VENDOR TOTAL	501.97		

957 CITY OF DES MOINES

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
7463	1	7/21/15	7/21/15	957 CITY OF DES MOINES WRA EXPENSE	35,359.50	610 610-817-6413	1
				INVOICE TOTAL	35,359.50		
				VENDOR TOTAL	35,359.50		
				LEGACY BANK TOTAL	167,847.43		
				TOTAL MANUAL CHECKS	.00		
				TOTAL E-PAYMENTS	.00		
				TOTAL PURCH CARDS	.00		
				TOTAL ACH PAYMENTS	.00		
				TOTAL OPEN PAYMENTS	167,847.43		
				GRAND TOTALS	167,847.43		
				Interim Warrants	17,586.21		
				Total	<u>\$185,433.64</u>		

**CITY OF BONDURANT  
INTERIM WARRANT LIST  
July 20, 2015**

<b>DATE</b>	<b>VENDOR - REFERENCE</b>	<b>ACCOUNT CODE</b>	<b>TOTALS</b>
07/10/15	Thinklite - Goldfinch Development LLC - Ceiling Lights	001-650-6310	9,233.00
07/17/15	IRS USA tax payment - Federal/FICA		8,353.21
		Total	17,586.21

CHECK NO	DATE	EMP NO	PAY TO THE ORDER OF	CHECK AMOUNT	CLEARED	VOIDED	MANUAL
			LEGACY BANK				
47541	7/17/2015	8402	MARK J ARENTSEN	2874.46			
47542	7/17/2015	3129	MARGARET L CHRISTIAN	423.67			
47543	7/17/2015	5103	PATRICK COLLISON	837.04			
47544	7/17/2015	3132	CASSANDRA M DAY	110.48			
47545	7/17/2015	3106	SHELLEY KESLING	509.76			
47546	7/17/2015	9149	COLLIN S MCKINSTRY	54.02			
47547	7/17/2015	5109	MICHELLE WELLS	1287.41			
				-----			
				6096.84			
			ACH TRANSACTIONS				
97401	7/17/2015	7104	BOYCE E BAILEY	1092.03			
97501	7/17/2015	4130	RONALD J BROWN	651.76			
97601	7/17/2015	3118	JENNIFER CAMPBELL	949.45			
97701	7/17/2015	5113	LORI DUNHAM	1407.25			
97801	7/17/2015	7101	KENNETH E GROVE	1242.06			
97901	7/17/2015	5118	SHELBY HAGAN	1050.05			
98001	7/17/2015	9158	JESSE L HANSON	8.31			
98101	7/17/2015	7105	DAVID HIGGINS	1116.94			
98201	7/17/2015	4135	JOSH D JONES	594.09			
98301	7/17/2015	1441	AARON M KREUDER	1699.23			
98401	7/17/2015	7106	JASON L MCGRANN	985.36			
98501	7/17/2015	3130	MARILYN M O'BRIEN	908.30			
98601	7/17/2015	5119	MISTY L RICHARDSON-KUGLER	200.00			
98602	7/17/2015	5119	MISTY L RICHARDSON-KUGLER	5.00			
98603	7/17/2015	5119	MISTY L RICHARDSON-KUGLER	757.48			
98701	7/17/2015	5120	MARY R RORK-WATSON	1024.16			
98801	7/17/2015	3128	JILL C SANDERS	1345.55			
98901	7/17/2015	1478	PATRICIA E SMITH	206.89			
				-----			
				15243.91			
				BANK TOTAL	21340.75		
				REPORT TOTAL	21340.75		

**Tax Abatement Applications  
July 20, 2015**

<b>Name</b>	<b>Address</b>	<b>Completion Date</b>	<b>Construction Cost</b>
Suzanne Allen	422 3rd Street, SE	07/15/15	225,000
Terry & Janet Anderson	3242 Birch Street, SW	07/16/15	196,650

**CITY OF BONDURANT  
RESOLUTION NO. 15-104**

**RESOLUTION APPROVING THE APPOINTMENT OF JENNIFER KEELER TO  
BONDURANT CITY COUNCIL**

WHEREAS, Curt Sullivan resigned his Council seat effective June 16, 2015; AND

WHEREAS, according to Iowa law, an appointee must be appointed within 40 days from the date of the resignation this being or on or before August 14, 2015; AND

WHEREAS, Jennifer Keeler, 601 Brick Street, SE, Bondurant, has applied to fill the vacancy and complete the term through December 31, 2015

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Bondurant, Iowa, that the appointment of Jennifer Keeler, to the Bondurant City Council effective upon approval through December 31, 2015, is hereby approved.

Passed this 20th day of July, 2015,

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

ATTEST: I, Mark J. Arentsen, City Administrator 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.

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

Council Action	Ayes	Nays	Abstain	Absent
Enos				
Lohse				
Peffer				
Reed				

Jennifer Keeler  
601 Brick Street SE  
Bondurant, IA 50035-2000  
515.957.8205

July 6, 2015

Mark Arentsen, City Administrator  
City of Bondurant  
200 Second Street NE  
Bondurant, Iowa 50035

Mark,

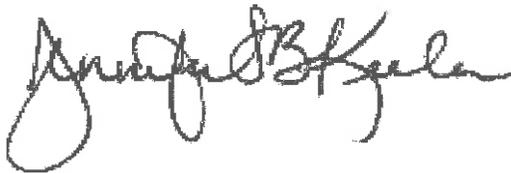
I am writing to let you know that I would like to be considered for the position that is currently vacant on the City Council.

I have lived in Bondurant for 13 ½ years, and have volunteered for a number of committees in the past five and a half years. I am very proud of the work we are doing, both on the Planning and Zoning Commission and through BDI. The Comprehensive Plan we all developed is a wonderful guide and the Community Visioning process we are currently going through with Trees Forever is going to help our town become even better. I think City Council would be another area in which I could assist.

I enjoy working with a variety of people and situations, learn quickly and revel in the challenge of something new. I am one of those few people who appreciate (and even enjoy) the world of paperwork, and if it helps bring more wonderful things to our community, I'm willing to dive in. I am including a resume that I hope will further explain some of my qualifications - feel free to share it with the current members of the Council. I understand this vacancy will be filled by appointment, and then would be up for reelection in November.

Please feel free to contact me at 515.957.8205 or on my cell 515.745.4412 with any questions. Thank you for your time, and I look forward to talking with you soon.

Sincerely,

A handwritten signature in black ink that reads "Jennifer Keeler". The signature is written in a cursive style with a large, looping initial "J".

Jennifer Keeler

# Jennifer Keeler

601 Brick Street SE, Bondurant, IA 50035-2000  
515.957.8205

## Experience

*Para-Professional, Morris Elementary, Bondurant-Farrar School District, Bondurant, IA  
January 2015 - present*

Work one on one with special needs students to assure learning and behavior goals are met.  
Assist classroom teachers as needed with various projects.

*Program Coordinator, Arthritis Foundation, West Des Moines, IA  
January 2014 - January 2015*

Coordinated health fairs, educational seminars, presentations, and support groups. Organized and directed a week long summer camp for children with Juvenile Arthritis. Developed educational, fun networking days for JA families. Recruited, trained, and organized volunteers for daily operations and special events. Assisted Special Events Director in event planning and execution. Responsible for donation deposits and finding funding sources for various activities.

*Organizational Consultant, Freelance, Bondurant, IA*

*February 2007 - present*

Evaluate and assess work flow and clutter issues to help reorganize space and work habits.

*Volunteer Coordinator, The Blood Center of Iowa, Des Moines, IA*

*August 2000 - October 2006*

Solely responsible for the recruitment, placement, training, orientation and supervision of approximately 180 volunteers for five donor centers, three distribution centers, and various mobile sites in 42 Iowa counties. Maintained volunteer databases, planned and executed recognition events, created partnerships with other groups to promote volunteer opportunities. Attended and presented at conferences, meetings, and recognition ceremonies.

*Executive Committee Member, Directors of Volunteers in Agencies, Des Moines, IA*

*June 2001 - May 2006*

Served terms in a volunteer capacity as Secretary, Vice President, President, Past-President, and Membership Chair. Worked as part of a team to create monthly programming for members. Produced meeting agendas and supporting materials, presented programs, organized annual membership renewal and annual meeting, maintained and distributed membership lists.

## Education & Certifications

Upper Iowa University, West Des Moines, IA - Bachelor of Science Degree, Human Services  
Graduated Summa Cum Laude, 2000

Des Moines Area Community College, Ankeny, IA - Volunteer Management Certificate, 2001

## Community Involvement

- Member, Community Visioning Steering Committee *December 2013 - present*
- Member, Bondurant Development, Inc. Arts & Recreation Committee *November 2013 - present*
- Volunteer Classroom Assistant, Anderson Elementary *September 2012 - present*
- Board Member, Bondurant Development, Inc. *February 2012 - present*
- Member, Bondurant Planning and Zoning Commission *January 2010 - present*
- Volunteer Blood Donor - Over 12 Gallons *May 1988 - present*

**CITY OF BONDURANT  
RESOLUTION NO. 15-105**

**APPROVAL OF CHANGE ORDER #1 FOR BONDURANT CITY PARK SHELTER FROM  
NISLEY CONSTRUCTION**

WHEREAS, Nisley Construction has contracted with the City of Bondurant for the construction of the City Park Shelter and has submitted Change Order #1 with the following changes:

1. Provide PermaColumns Add: \$1,238.30
2. Provide seamless gutters and downspouts Add: \$1,463.00

WHEREAS, the Project Architect has approved the attached change order

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Bondurant, Iowa, that Change Order #1 submitted by Nisley Construction for the City Park Shelter project, is hereby approved.

Passed this 20th day of July, 2015,

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

ATTEST: I, Mark J. Arentsen, City Administrator 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.

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

Council Action	Ayes	Nays	Abstain	Absent
Enos				
Lohse				
Keeler				
Peffer				
Reed				



# AIA Document G701™ – 2001

## Change Order

<b>PROJECT</b> <i>(Name and address):</i> Bondurant Park Shelter Bondurant, Iowa	<b>CHANGE ORDER NUMBER:</b> 001 <b>DATE:</b> July 2, 2015	<b>OWNER:</b> <input type="checkbox"/> <b>ARCHITECT:</b> <input type="checkbox"/> <b>CONTRACTOR:</b> <input type="checkbox"/> <b>FIELD:</b> <input type="checkbox"/> <b>OTHER:</b> <input type="checkbox"/>
<b>TO CONTRACTOR</b> <i>(Name and address):</i> Nisley Construction 3111 Edison Road Seymour, IA 52590	<b>ARCHITECT'S PROJECT NUMBER:</b> 13058 <b>CONTRACT DATE:</b> March 24, 2015 <b>CONTRACT FOR:</b> General Construction	

### THE CONTRACT IS CHANGED AS FOLLOWS:

*(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)*

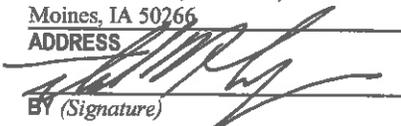
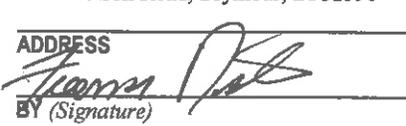
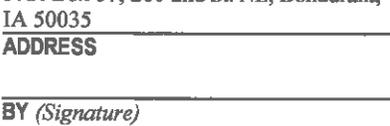
1. Provide PermaColumns as detailed in attached Change Request #1. Add: \$1,238.30
2. Provide seamless gutters and downspouts as detailed in attached Change Request #2. Add: \$1,463.00

The original Contract Sum was	\$ 132,826.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 132,826.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 2,701.30
The new Contract Sum including this Change Order will be	\$ 135,527.30

The Contract Time will be unchanged by Zero (0) days.  
 The date of Substantial Completion as of the date of this Change Order therefore is

**NOTE:** This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

### NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

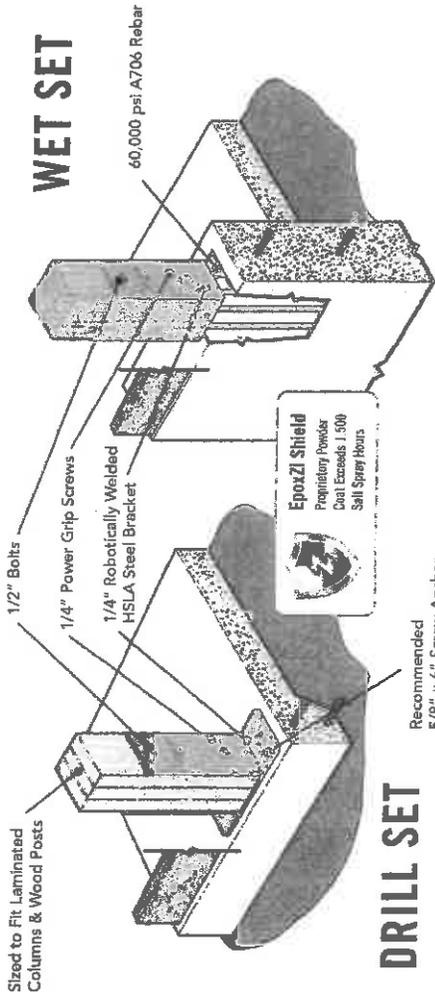
Savage-Ver Ploeg & Associates, Inc. dba SVPA Architects Inc. <b>ARCHITECT</b> <i>(Firm name)</i>	Nisley Construction <b>CONTRACTOR</b> <i>(Firm name)</i>	City of Bondurant <b>OWNER</b> <i>(Firm name)</i>
1466 28th Street, Suite 200, West Des Moines, IA 50266 <b>ADDRESS</b>	3111 Edison Road, Seymour, IA 52590 <b>ADDRESS</b>	P.O. Box 37, 200 2nd St. NE, Bondurant, IA 50035 <b>ADDRESS</b>
 <b>BY</b> <i>(Signature)</i>	 <b>BY</b> <i>(Signature)</i>	 <b>BY</b> <i>(Signature)</i>
Thad N. Long, AIA <i>(Typed name)</i>	Freeman Nisley <i>(Typed name)</i>	Curt Sullivan <i>(Typed name)</i>
July 2, 2015 <b>DATE</b>	<b>DATE</b>	<b>DATE</b>





# WHAT ARE STURDI-WALLS?

HEAVY DUTY FOUNDATION BRACKETS FOR POST, BEAM, & COLUMN CONSTRUCTION.



## DRILL SET

Recommended  
5/8" x 6" Screw Anchor

## WET SET

60,000 psi A706 Rebar

**Epoxi Shield**  
Proprietary Powder  
Cure Exceeds 1,500  
Salt Spray Hours

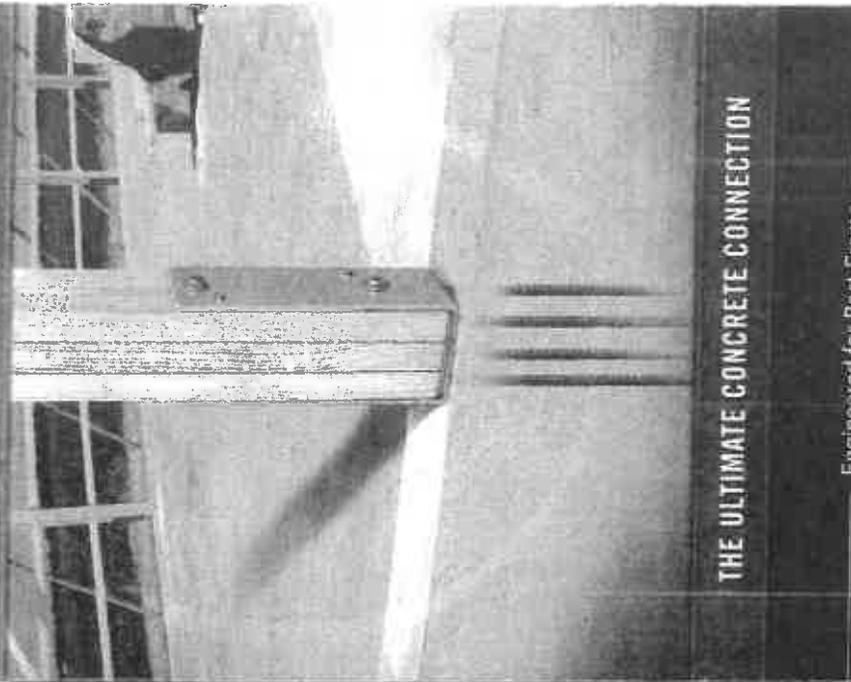
DRILL SET				WET SET						
MODEL	TYPE	ID	SHEAR (lbs)	UPLIFT (lbs)	MODEL	TYPE	ID	SHEAR (lbs)	UPLIFT (lbs)	MOMENT (in-lbs)
SW46	4" x 6" Post	3-5/8"	3,490	5,900	SWP46	4" x 6" Post	3-5/8"	6,560	9,020	28,000
SW66	6" x 6" Post	5-5/8"	3,490	5,900	SWP63	3 Ply 6" Lam Col	4-5/8"	6,640	9,020	28,000
SW63	3 Ply 6" Lam Col	4-5/8"	3,490	5,900	SWP64	4 Ply 6" Lam Col	6-1/8"	6,640	9,020	28,000
SW64	4 Ply 6" Lam Col	6-1/8"	3,490	5,900	SWP83	3 Ply 8" Lam Col	4-5/8"	9,140	11,520	59,000
SW83	3 Ply 8" Lam Col	4-5/8"	4,600	6,570	SWP84	4 Ply 8" Lam Col	6-1/8"	9,140	11,520	59,000
SW84	4 Ply 8" Lam Col	6-1/8"	4,600	6,570	SWP85	5 Ply 8" Lam Col	7-5/8"	9,140	11,520	59,000
SW85	5 Ply 8" Lam Col	7-5/8"	4,600	6,570	Glu Lam Sizes Available in Some Areas					
SW60	6" Universal	N/A	1,745	2,950						
SW80	8" Universal	N/A	2,300	3,285						

Please visit [www.permacolumn.com](http://www.permacolumn.com) to download the complete Sturdi-Wall design manual.

NEW CONSTRUCTION | CONCRETE PIER | UNIVERSAL "L" | ROTTEN POST REPAIR



# STURDI-WALL ANCHOR BRACKETS



## THE ULTIMATE CONCRETE CONNECTION

Engineered for Post, Frame

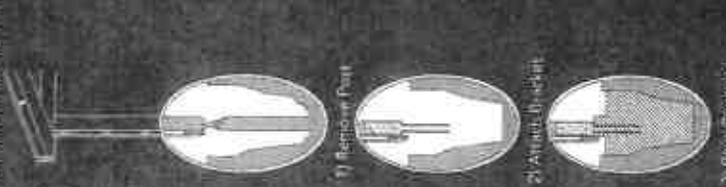
Durable Epoxi Shield Coating

Wet Set & Drill Set Available

Made in the USA

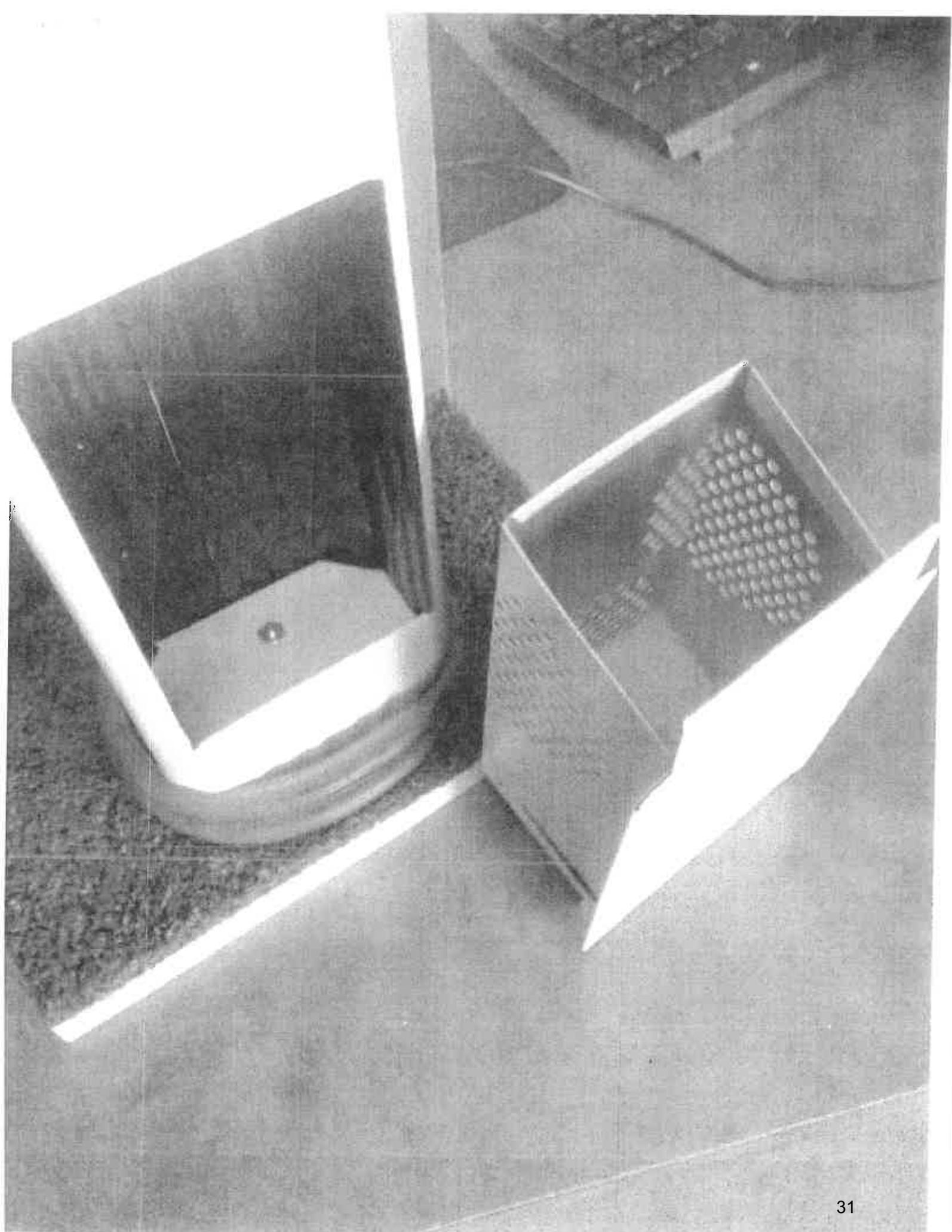
## POST REPAIR

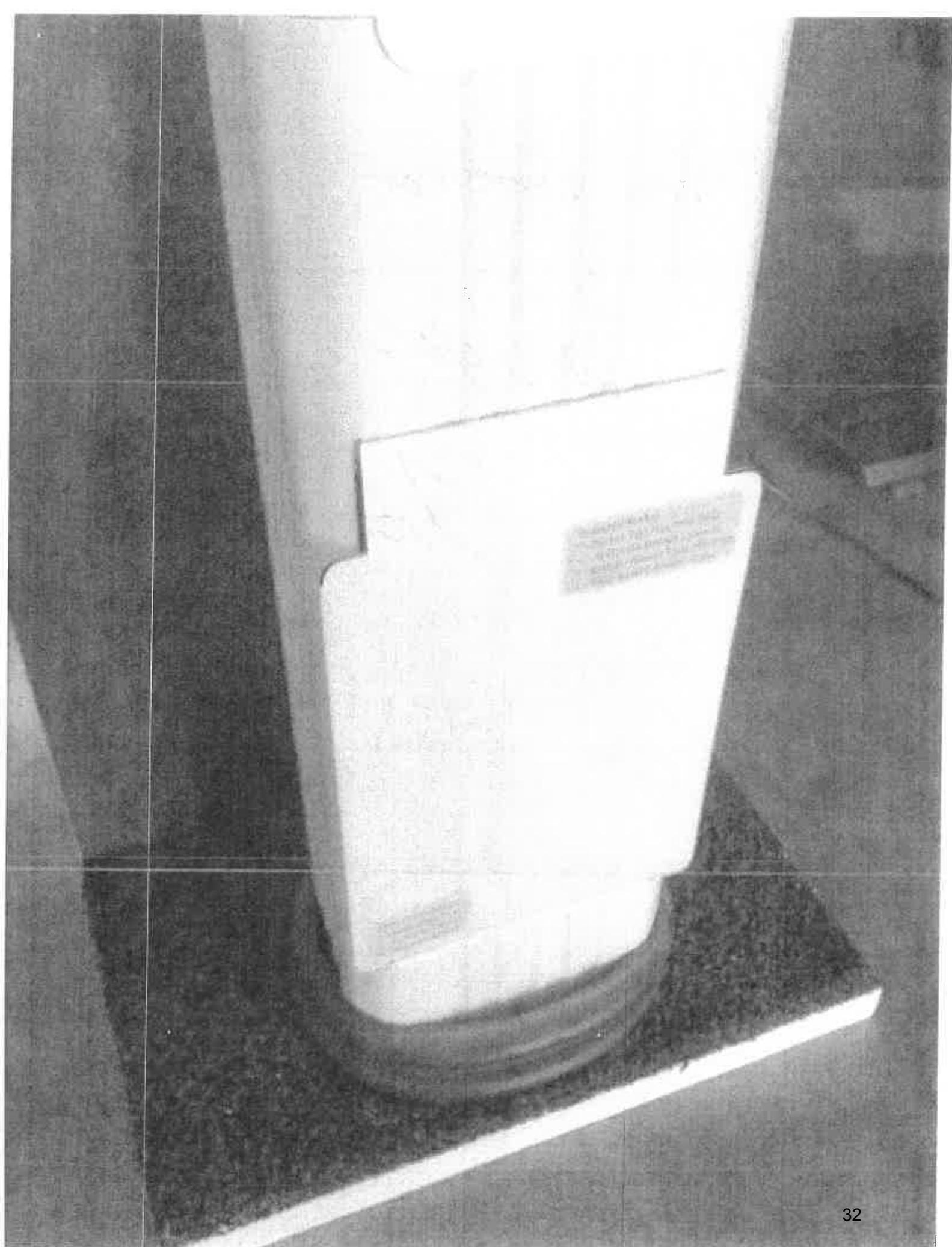
1) Repair Post  
2) Attach to Post  
3) Pour Concrete



Perma-Column, Inc.  
400 Carol Ann Lane  
Ossian, IN 46777  
(800) 622-7190  
[sales@permacolumn.com](mailto:sales@permacolumn.com)







# AIA<sup>®</sup> Document G709<sup>™</sup> – 2001

## Work Changes Proposal Request

**PROJECT** *(Name and address):*  
Bondurant Park Shelter  
Bondurant, Iowa

**OWNER** *(Name and address):*  
City of Bondurant  
P.O. Box 37  
200 2nd St. NE  
Bondurant, IA 50035

**FROM ARCHITECT** *(Name and address):*  
Savage-Ver Ploeg & Associates, Inc.  
dba SVPA Architects Inc.  
1466 28th Street, Suite 200  
West Des Moines, IA 50266

**TO CONTRACTOR** *(Name and address):*  
Nisley Construction  
3111 Edison Road  
Seymour, IA 52590

**PROPOSAL REQUEST NUMBER:** 002

**DATE OF ISSUANCE:** April 24, 2015

**CONTRACT FOR:** General Construction

**CONTRACT DATE:** March 24, 2015

**ARCHITECT'S PROJECT NUMBER:** 13058

OWNER:

ARCHITECT:

CONSULTANT:

CONTRACTOR:

FIELD:

OTHER:

Please submit an itemized proposal for changes in the Contract Sum and Contract Time for proposed modifications to the Contract Documents described herein. Within Ten (10) days, the Contractor must submit this proposal or notify the Architect, in writing, of the date on which proposal submission is anticipated.

**THIS IS NOT A CHANGE ORDER, A CONSTRUCTION CHANGE DIRECTIVE OR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED IN THE PROPOSED MODIFICATIONS.**

**DESCRIPTION** *(Insert a written description of the Work):*

1. Drawing A100 Floor and Roof Plans: Provide prefinished metal downspouts and gutters as indicated on Supplemental Drawing A100. Downspouts to connect with site drainage with Piedmount downspout boot.

**ATTACHMENTS** *(List attached documents that support description):*

- (1) Full Size Revised A100

**REQUESTED BY THE ARCHITECT:**

–See attached digital signatures page–

*(Signature)*

Thad N. Long, AIA, Vice President

*(Printed name and title)*

**CITY OF BONDURANT  
RESOLUTION NO. 15-106**

**RESOLUTION AWARDING THE BID FOR NEIGHBORHOOD PARK SHELTER  
CONSTRUCTION PROJECT TO KUGLER CONSTRUCTION**

WHEREAS, the City of Bondurant posted a request for bids for the Neighborhood Park Shelter Construction Project which was published June 18, 2015; AND

WHEREAS, two bids were submitted on Friday, July 10, 2015, and were opened at the Bondurant City Center; AND

WHEREAS, Kugler Construction, Pleasant Hill, Iowa, submitted the lowest bid and met the required criteria for the bidding process

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Bondurant, Iowa, that the bid for the Neighborhood Park Shelter Construction Project is awarded to Kugler Construction, in the amount of \$15,250.

Passed this 20th day of July, 2015,

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

ATTEST: I, Mark J. Arentsen, City Administrator 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.

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

Council Action	Ayes	Nays	Abstain	Absent
Enos				
Lohse				
Keeler				
Peffer				
Reed				

## Mary Rork-Watson

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**From:** Mark Arentsen [marentsen@cityofbondurant.com]  
**Sent:** Saturday, July 11, 2015 10:39 AM  
**To:** jjvscc1@aol.com; civilj@hotmail.com; mariancollison@msn.com; 'Michele Hartzler'; barns@buffalowildwings.com; jcollison03@yahoo.com; gippleckb@msn.com  
**Cc:** 'CURT JILL SULLIVAN'; 'Brian Lohse'; Wes Enos; 'Mike Reed'; robert.peffer@yahoo.com; 'Jennifer Keeler'; 'Lori Dunham'; 'Shelby Hagan'; MRichardson-Kugler@cityofbondurant.com; 'Mary Rork-Watson'; pcollison@cityofbondurant.com; kgrove@cityofbondurant.com; bbailey@cityofbondurant.com; dhiggins@cityofbondurant.com; 'Jill Sanders'; 'Aaron Kreuder'  
**Subject:** Neighborhood Park Shelters  
**Attachments:** SKM\_C454e15071110030.pdf

Bids were due yesterday for construction of park shelters at Renaud Ridge, Lincoln Estates, Wisteria Heights and Wolf Creek neighborhood parks. Two bids were received. Kugler Construction submitted a bid of \$15,250, or \$3,813 per site. Nisley Construction bid \$27,600. Requests for bids were sent to four contractors. A Resolution awarding the work to Kugler Construction will be included in the 7/20 City Council agenda. Work completion date is 9/15. Shelter size is 12' X 20' with a 9' ceiling. A concrete floor will be installed after each building is completed. Cost for the concrete is \$8,520 or \$2,130 per site. Total cost for shelter and floor is \$23,770 or \$5,943 per site. A picture of the shelter at the Mallard Pointe park is attached. The new shelters will look like this. Shelters will not have electricity. In the most recent (May 18) summary of the status of funds remaining the Parks Capital Projects Account, \$30,000 was allowed for these shelters. Bids of \$23,770 are \$6,230 below the allowance.

As mentioned in previous e-mails, I intend to pursue construction of restrooms at the Lake Petocka South Shelter with a completion date of around June 1, 2016. I'm guessing the cost will be in the \$130,000 - \$150,000 range. The site needs a separate wastewater pump which will cost around \$20,000. That amount is included in the \$130,000 - \$150,000 estimate. We have a REAP (Iowa Resource Enhancement and Protection) grant to fund some of the cost so I believe we will have enough money to complete this project.

I don't want to get into too much of predicting the future, but it's possible that there will be funds left in this account even after completing the City Park shelter, neighborhood park shelters and the Lake Petocka restrooms. If that's true, I believe we should pursue work on the Efnor Estates neighborhood park. Infrastructure work on this subdivision was completed about six weeks ago. This site was not included with the other neighborhood park work because the site was not ready.

The City has been fortunate to receive grants totaling around \$160,000 for park related projects from the Lohse Family Foundation, Karen Hudson, REAP, Prairie Meadows and Polk County. These grants have allowed the City to do more with the City funds designated for park projects.

*Mark Arentsen*

City Administrator

City of Bondurant, Pop. 3,860

200 Second St., NE, PO Box 37

Bondurant, IA 50035

515-967-2418

515-971-6855 (Cell)

515-967-5732 (Fax)

[marentsen@cityofbondurant.com](mailto:marentsen@cityofbondurant.com)

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

## CITY OF BONDURANT

### REQUEST FOR BIDS

#### NEIGHBORHOOD PARK SHELTER CONSTRUCTION

**JUNE 18, 2015**

The City of Bondurant is accepting bids to construct four (4) neighborhood park shelters in the Wolf Creek, Renaud Ridge, Wisteria Heights and Lincoln Estates neighborhood parks. The buildings are 12' X 20' with a ceiling height of 9'. The shelters are intended to look like the building in the attached pictures. This shelter is located at the Mallard Pointe park, 501 Mallard Pointe Dr. NW. People interested in seeing what the finished product is expected to look like should view this shelter. The City expects all framing components, roof structure and support posts to be the same as the Mallard Pointe shelter. Posts and exposed framing should be treated lumber. The City will arrange for the concrete floor to be installed by another contractor when the shelter construction is finished. Completion date for all four shelters is September 15, 2015. Because this is rather basic construction, the City prefers that each shelter be completed before moving on to the next one.

Bids should include all costs for labor and materials. Bids may be a lump sum for all four shelters or itemized by location. The City will provide a tax exemption certificate so that sales tax is not paid on materials. The contractor is responsible for obtaining Iowa One Call locates prior to starting construction. The City does not expect any underground utility conflicts with the locations. If conflicts are found, the City will move the site out of the conflict area. The locations for each shelter have been set with green utility flags and green marker paint for each corner of the building. If these locations are not visible when you look at the sites, please contact the City at 515-967-2418.

Bids are due no later than 5:00 p.m. on Friday, July 10. Bids can be e-mailed to [marentsen@cityofbondurant.com](mailto:marentsen@cityofbondurant.com), faxed to 515-967-5732, mailed to the City at P.O. Box 37, Bondurant, IA 50035 or dropped off at the City Hall, 200 2nd St. NE, Bondurant, IA 50035. Questions or comments about this project can be presented to Mark Arentsen, City Administrator at [marentsen@cityofbondurant.com](mailto:marentsen@cityofbondurant.com), 515-967-2418.

Mailed 6/24/15  
Nisley Construction  
Keat Sullivan  
Alan Knuth  
David Kugler









**Freeman Nisley**  
**641-203-6663**

**3111 Edison Rd.**  
**Seymour, IA. 52590**

Company Nisley Construction Ordered Date \_\_\_\_\_

Contact Name Freeman Nisley Ready By \_\_\_\_\_

Contact Phone Cell: (641) 898-2271 Pick Up or Delivered \_\_\_\_\_

Job Name City Of Banderant Page \_\_\_\_\_ of \_\_\_\_\_

Location Banderant Iowa

QTY	LENGTH	COLOR	PRODUCTS
			- The following price is for (4) 12x20x9' Park Shelter buildings located in Banderant Ia
			- There are (6) poles per building that are treated 6x6 that are set 48" below grade, drilled with an 18" auger - 120 lb concrete per pole for uplift support.
			- There are (2) 2x8 headers bolted to the post @ 9' from grade.
			- The Trusses are pre engineered 24" on center with 16" overhangs on all (4) sides.
			- The roof sheeting is 5/8" treated plywood with synthetic felt and Owens Corning Shingles.
			- All overhangs have 2x6 treated fascia board
			- All Trusses have bent hurricane clips on both sides
			Materials - Labor - Delivery for all (4) projects = (\$27,600 <sup>00</sup> )
			Note..
			There are no Tax added To Materials
			Thank you for the opportunity to do Business with you!

**ORDINANCE NO. 15-208**

**ORDINANCE AMENDING THE BONDURANT MUNICIPAL CODE BY PROVIDING  
FOR A HOTEL AND MOTEL TAX**

- Section 1. Purpose
- Section 2. Definitions
- Section 3. Tax Imposed
- Section 4. Payment of Tax
- Section 5. Use of Proceeds
- Section 6. Exemptions
- Section 7. Repealer
- Section 8. Severability
- Section 9. When Effective

NOW THEREFORE, be it ordained by the City Council, City of Bondurant, Iowa.

Section 1.     **PURPOSE.** The purpose of this Ordinance is to provide for the imposition of a hotel and motel tax pursuant to Iowa Code Chapter 423A.4.

Section 2.     **DEFINITIONS.** For use in this chapter, the following terms are defined:

1.     **“Hotel”** and **“motel”** mean any hotel, motel, bed and breakfast, inn, public lodging house, rooming house or tourist court, or any place where sleeping accommodations are furnished to transient guests for rent, whether with or without meals within the corporate boundaries of the City of Bondurant.
2.     **“Renting”** and **“rent”** include any kind of direct or indirect charge for any room, apartment, lodging or sleeping quarter in a hotel or motel, as defined in this chapter.
3.     **“Gross receipts”** shall mean the entire cost directly or indirectly related to the renting. If a person is charged for items other than “rent” in connection with the renting of lodging (e.g., food, telephone, laundry or recreation facility use), such charges must be stated separately or the entire charge will be considered “rent.”

Section 3.     **TAX IMPOSED.** A hotel and motel tax shall be imposed in the amount of seven (7) percent of gross receipts for the rent received by any hotel or motel, as defined in this chapter.

Section 4.     **PAYMENT OF TAX.** Such tax shall be paid as is provided in Chapter 423A of the Code of Iowa.

**Section 5. USE OF PROCEEDS.** The proceeds of such tax imposed by this chapter shall be used for the following purposes:

1. At least fifty (50%) of the revenues derived from such tax shall be used for the acquisition of sites for, or constructing, improving, enlarging, equipping, repairing, operating, or maintaining of recreation, convention, cultural, or entertainment facilities including but not limited to memorial buildings, halls and monuments, civic center convention buildings, auditoriums, coliseums, and parking areas or facilities located at those recreation, convention, cultural, or entertainment facilities or the payment of principal and interest, when due, on bonds or other evidence of indebtedness issued by the county or city for those recreation, convention, cultural, or entertainment facilities; or for the promotion and encouragement of tourist and convention business in the city or county and surrounding areas.
2. The remaining revenues may be spent for any City operations authorized by law as a proper purpose for the expenditure within statutory limitations of City revenues derived from ad valorem taxes.

**Section 6. EXEMPTIONS.** The tax imposed herein shall not apply:

1. When lodging is furnished to a person, if that person rents a location for more than 31 consecutive days,
2. To the renting of rooms in dormitories and in memorial unions at all universities and colleges located in the state,
3. To contracts made directly with the federal government, or
4. To the renting to the guest of a religious institution upon real property exempt from tax as the property of a religious institution, if the reason for renting the room is to provide a place for a religious retreat or function and not a place for transient guests generally.

**Section 7. REPEALER.** All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

**Section 8. 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 9. 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 \_\_\_, 2015.

CITY OF BONDURANT, POLK COUNTY, IOWA

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CURT SULLIVAN, MAYOR

ATTEST:

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MARK J. ARENTSEN, CITY CLERK

(SEAL)

FIRST CONSIDERATION: July 06, 2015

SECOND CONSIDERATION:

THIRD CONSIDERATION:

**ORDINANCE NO. 15-209**

**ORDINANCE AMENDING THE CITY CODE OF THE CITY OF BONDURANT, IOWA,  
BY AMENDING CHAPTER 28 – CITY TREE BOARD**

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

Section 1. **SECTION MODIFIED.** Chapter 28, Section(s) 28.03 of the Code of Ordinances of the City of Bondurant, Iowa, 2002, are hereby repealed and the following adopted in lieu thereof:

**28.03 BOARD MEMBERS.** The City Tree Board shall consist of five (5) members, three (3) of whom shall be citizens and residents of the City and can include two (2) of whom that reside within the Bondurant-Farrar School district boundaries, to be appointed by the Council.

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 xx day of xx, 2015.

CITY OF BONDURANT, POLK COUNTY, IOWA

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CURT SULLIVAN, MAYOR

ATTEST:

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MARK J. ARENTSEN, CITY CLERK

(SEAL)

FIRST CONSIDERATION:

SECOND CONSIDERATION:

THIRD CONSIDERATION:

THE CITY OF BONDURANT, IOWA

RESOLUTION 15-107

ACCEPTING CITY COUNCILMAN MICHAEL REED'S RESIGNATION OF HIS BONDURANT CITY COUNCIL SEAT EFFECTIVE JULY 20, 2015

IN THE NAME AND BY THE AUTHORITY OF THE CITY OF BONDURANT, IOWA

WHEREAS, the City of Bondurant Iowa, is a duly organized municipality within Polk County; AND,

WHEREAS, Michael Reed currently serves as a Councilman on the City of Bondurant City Council, serving a term that expires on December 31, 2015; AND,

WHEREAS, Michael Reed has indicated his intent and desire to resign his City Council seat on the City of Bondurant City Council to be effective after the regularly scheduled city council meeting of July 20, 2015; AND,

NOW THEREFORE BE IT RESOLVED by the City of Bondurant City Council in session this 20th day of July 2015 that it hereby accepts the resignation of Michael Reed from his Bondurant City Council position, effective at the end of the council meeting, and shall now seek to fill the now vacant City Council position consistent with the procedure described in its own City Code and the laws of the State of Iowa.

Curt Sullivan, Mayor

ATTEST: I, Mark J. Arentsen, City Administrator 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.

Mark Arentsen, City Administrator

Table with 5 columns: Council Action, Ayes, Nays, Abstain, Absent. Rows include Enos, Lohse, Keeler, and Peffer.

CITY OF BONDURANT  
RESOLUTION NO. 15-108

**RESOLUTION OF APPRECIATION FOR MIKE REED FOR HIS  
SERVICE TO THE COMMUNITY AS A MEMBER OF THE  
BONDURANT CITY COUNCIL**

**WHEREAS**, Mike Reed was appointed to the City of Bondurant City Council on September 15, 2014; **AND**

**WHEREAS**, Mike Reed has served with honor and distinction while on the Bondurant City Council; **AND**

**WHEREAS**, during his term on the City Council, Mike Reed has contributed to many important projects including the construction of the City Park Shelter, hiring a full-time fire chief, and supporting projects such as Community Visioning and the Fireflies and Porch Swings art installation; **AND**

**WHEREAS**, Mike Reed used his construction knowledge to provide insight to Bondurant development projects to ensure construction best practices and effective solutions were applied for long term benefit of the community

**NOW, THEREFORE, BE IT RESOLVED**, by the Bondurant City Council in session this 20th day of July 2015, that it hereby expresses its sincere appreciation to Mike Reed for his hard work and dedication as a City Council member and wishes him well in all future endeavors.

Passed this 20th day of July, 2015,

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

ATTEST: I, Mark J. Arentsen, City Administrator 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.

---

Mark J. Arentsen, City Administrator

Council Action	Ayes	Nays	Abstain	Absent
Enos				
Lohse				
Keeler				
Peffer				

## **CITY COUNCIL VACANCY FILLING**

**July 20, 2015**

July 20 - Vacancy becomes effective

July 23 - Public Notice of vacancy submitted to the Altoona Herald

July 29 - Public Notice of vacancy published in Altoona Herald

August X - Applications to fill vacancy due to City Administrator

August X - Interviews of applicants and selection of person to fill vacancy

August 17 - Appointment of new Council member at City Council meeting

September 16 - Last day to file a petition requiring a special election. Such petition would require 23 valid signatures

September 27 - Last day the City Council can appoint someone to the vacancy. Failing to do so will result in a special election to fill the vacancy.

(over)

July 14, 2015

City of Bondurant

Attention: Mark Arentsen, City Administrator

RE: City Council vacancy

Mr. Arentsen,

I understand there is a pending vacancy on the city council. I'm interested in pursuing this opportunity. The city of Bondurant is a growing, thriving community. My wife and I have been residents for nearly 10 years now. I am pleased with the direction the city is taking. I would like to contribute to the continued success this community is making.

I believe there is an opportunity to further review the tax abatement grants we offer to new residents and to residents undertaking major home improvements. I also believe there is an opportunity to promote further commercial growth if done so within fiscally responsible means. These two items will positively contribute to the city's financial standing. I'm interested in exploring new ways to reduce property taxes and the establishment of city law enforcement officials. While partnering with Altoona, Polk County and other entities to provide various services has been an excellent solution in the past; as the community continues to scale, I feel we can benefit from exploring opportunities where we may promote our own jurisdiction.

The improvement of city recreation facilities is another important issue for our residents. These venues promote increased social interaction among residents and promote the sense of community. An area of improvement is the drive and parking lot at the Bondurant Sports Complex.

We reside in a thriving, successful community. I would like to work and contribute towards its continued success and growth.

Sincerely,

Doug Elrod

1101 14<sup>th</sup> St. SE

Enclosure

## Doug Elrod, AIC

1101 14<sup>th</sup> St. SE Bondurant, IA 50035  
(515) 988-1571 [elrodd@nationwide.com](mailto:elrodd@nationwide.com)

### Education:

University of Northern Iowa, Cedar Falls, Iowa 50613  
Major: BA in Criminology; Major: BA in Spanish.  
Insurance: AIC Designation, CPCU 510

### Professional Experience:

#### Nationwide / Allied Insurance

Des Moines, IA

#### • **Claims Manager – Commercial** **03/12 – Current**

**Nationwide Agribusiness Field Manager.** I currently lead a team handling Commercial General Liability claims involving 3<sup>rd</sup> party property damages. The team handles claims in all states throughout the country. Policyholders are traditionally middle market commercial businesses whom specialize within the agricultural industry.

I lead a team whom handled 1<sup>st</sup> party claims arising under property damage and material damage policies. The team handles claims with an exposure up to \$250K. Very Good rating received in 2012, Outstanding rating received in 2013 and a Very Good rating received in 2014.

#### • **Claims Manager – Field** **05/09 – 03/12**

**Field Large Loss Manager.** Lead a team of Large Loss and Contents associates within North Dakota, South Dakota, Minnesota, Wisconsin, Nebraska, and Iowa. We specialized in personal and commercial lines 1<sup>st</sup> party property claims in excess of \$50,000. There was a high focus on Customer Care while marshalling Experts, SIU, Subrogation, and Litigation throughout claim process. Exceeds rating received in 2009 and 2010

#### • **Consultant, Business Project Management** **03/07 – 03/09**

**Property Blue Ribbon**—Lead the region in the creation of the Property Blue Ribbon program. I worked to build a network of contractors to work within this preferred contracting network. Services included within the program include Mitigation Services, General Contracting and Roofing. I maintained vendor relationships, including quality control. Conducted training of department and created workflows in the interactions of staff employees with the preferred contractors. Exceeds rating received.

**Regional Catastrophe Coordinator/Project Lead**—Coordination of regional claims response following a catastrophic event or storm. 2007 was an active storm year including 11 storm events which produced over 7,500 claims. 2008 produced approximately 25,000 claims across IA, MN, MO, and WI. The events in 2008 provided an opportunity to marshal more than 200 associates and supervise cat managers and their assigned teams. Exceeds rating received.

#### • **Claims Manager-Field** **1/04 - 03/07**

**Field Core Manager.** Drive for high quality results through communication, active/hands on style, and metrics based reviews. Responsible for customer service and agency interactions. Within the first 8 months of managing this team, the team average for the ACE file review system rose 39% in scoring results. The 2006 audit resulted in a team score of 1.72 on a 2 point scale. This score falls within the second highest exceeds category. 2006 Customer Satisfaction Survey score for the team resulted in a 9.38. Exceeds rating received for 2006.

**In-office Manager.** At year end of 2004, all team members were achieving expectations. At the time of my departure from the unit, 4 members were exceeding expectations and 1 member was one point away from exceeding expectations based upon the ACE file review system.

**Additional responsibilities include:** Star Award committee member, Class West team lead, Due Diligence project, Large Loss Process SME, Reserve Reconciliation team lead, Regional team lead for the Escheat process, Warm Transfer, KPI team lead, training facilitator for Claims Negotiation Initiative, SME for several projects through NTO, department coordinator for blackberries and subrogation, Hartford computer group, proposal and management of full time intern position, and RCIC committee member.

- **Master Claim Representative** **05/03 – 01/04**

Handled personal lines and commercial lines property damage claims. Worked in a field environment within Des Moines, IA.

**NCA Group** **Indianapolis, IN**

- **Large Loss Associate / Daily Adjuster** **07/01 – 05/03**

Worked as an independent adjuster handling daily claims and large loss claims for several insurance companies. Territory consisted of the state of Iowa, with work within surrounding states on an as needed basis: Nebraska, South Dakota, Minnesota, Wisconsin, Illinois, and Missouri.

**Nationwide / Allied Insurance** **Des Moines, IA**

- **Sr. Claims Representative** **01/99 – 07/01**

Handled personal lines and commercial lines property damage claims. Worked in an office environment, as well as a field environment in Peoria, IL and Des Moines, IA. Started my career as a Claims Trainee, progressed to Sr. Claims Representative, then Master Claim Representative.

### **Development/Accomplishments:**

- **Performance:** Highest performance rating (Exceeds or Outstanding) received 9 out of 14 reviews.
- **Career Connect:** 7 month Leadership development program with intense exposure, training and job shadowing within all departments of NWAG: Sales, Underwriting, Risk Management, Claims, Alternative Risk Solutions, Actuarial, Surety and Fidelity.
- **Leadership Forum Committee Member:** Work jointly with leaders from other departments including Underwriting, Risk Management and Surety and Fidelity to develop agenda and content of quarterly company leadership meetings.
- **Emerging Leaders Program:** Participant and Mentor  
In my two years of participation within this program, I gained extremely valuable leadership skills. As a part of the pilot program, we were tasked with creating the program as it sits today. I held the position of chairman of the Advertising committee. On a goal of 100 people to self-nominate for the 2005 program, we successfully received 300 self-nominations.
- **Allied Leadership Development Program:** Participant in 2001 and 2006.
- **Allied Career School Participant**
- **Philanthropic Activities:** Nationwide Day of Caring, Lymphoma and Leukemia society, JDRF team captain, United Way, Habitat for Humanity, and Allied Ambassador through campus visits.