

**A virtual meeting is being offered. Participants wishing to speak on a topic should message the meeting moderator. All participants are asked to mute their individual computers at times when they are not speaking to minimize background noise. Join: <https://us02web.zoom.us/j/85220252195>*

NOTICE OF A REGULAR MEETING BONDURANT CITY COUNCIL OCTOBER 7, 2024

NOTICE IS HEREBY GIVEN that a Regular Meeting of the City Council will be held at 6:00 PM on October 7, 2024, in the Bondurant Community Library, 104 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. Abstentions declared
4. Perfecting and Approval of the Agenda
5. 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 September 16, 2024, & September 30, 2024
 - b. Claims List
 - c. Treasurer Report September 2024
 - d. Applications for Council Approval
 - e. Community Planning Month Proclamation
 - f. Receive & File - Library Board Meeting Minutes of September 6, 2024, & Director's Report
 - g. - Resolution approving action to order construction and set date of bid letting and public hearing for the Civic Campus Phase 2 Improvements Project
 - h. - Resolution approving Addendum to the Iowa DOT Agreement 2024-R-001(RISE Grant) for the Civic Campus Phase 2 Improvements Project
 - i. - Resolution authorizing City staff to execute the Land & Water Conservation Fund Grant Agreement between the City of Bondurant and the Iowa DNR for funding to assist with the acquisition of land associated with the Chichaqua Valley Trail extension project through the Grain District at 401 2nd Street, NE
6. Guests requesting to address the City Council
 - a. Polk County Sheriff's Department

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.

Any person with a disability who requires a modification or accommodation in order to participate in the meeting, or any person with limited English proficiency (LEP) who requires language assistance to communicate with the City Council during the meeting, should contact the City Clerk, (515) 967-2418 or shagan@cityofbondurant.com, no fewer than two business days prior to the meeting to enable the City of Bondurant to make reasonable arrangements to assure accessibility or language assistance for the meeting.

7. **Public Hearing**

- a. Public hearing to consider text amendment to Section 178.12. of the Zoning Code creating the Business Park (BP) District
- b. Public hearing to consider request to amend the Future Land Use Map for 319 Washington Avenue SE from Regional Commercial to Business Park/Light Industrial
- c. Public hearing to consider the request to rezone 319 Washington Avenue SE from the General Commercial (C-2) District to the Business Park (BP) District
- d. Public hearing to consider request to amend the Future Land Use Map for portions of the Civic Campus North Preliminary Plat area from Public/Semi-Public to Regional Commercial
- e. Public hearing to consider the request to rezone portions of the Civic Campus North Preliminary Plat area from the Medium Industrial (M-2) District to the General Commercial (C-2) District

8. **Action Items**

- a. O-240903-212 - (Third and Final Reading) Ordinance amending the City Code of Bondurant, Iowa, by adding a new chapter titled Chapter 56 - Urban Chickens
- b. - (First Reading) Ordinance considering the text amendment to Section 178.12 of the Zoning Code creating the Business Park (BP) District
- c. - Consideration of resolution to amend the Future Land Use Map for 319 Washington Avenue SE from Regional Commercial to Business Park/Light Industrial
- d. - (First Reading) Ordinance regarding request to rezoning to rezone 319 Washington Avenue SE from the General Commercial (C-2) District to the Business Park (BP) District
- e. - Consideration of resolution to amend the Future Land Use Map for portions of the Civic Campus North Preliminary Plat area from Public/Semi-Public to Regional Commercial
- f. - (First Reading) Ordinance regarding request to rezoning to rezone portions of the Civic Campus North Preliminary Plat area from the Medium Industrial (M-2) District to the General Commercial (C-2) District
- g. - Resolution approving bid to remove ROW Trees within the City of Bondurant in an amount not to exceed \$25,000
- h. - Resolution approving the Grain District Downtown Redevelopment Plan

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Memorandum of Understanding

9. Reports / Comments and appropriate action thereon:
 - a. Mayor
 - b. Council Members
 - c. Administrator
 - d. Directors
10. **Closed Session**- Pursuant to Iowa Code 21.5.1(j) to discuss property acquisition and 21.5.1(c) potential or pending litigation
11. Adjournment

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.

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**BUSINESS OF THE CITY COUNCIL
BONDURANT, IOWA
AGENDA STATEMENT**

Item No. 5.a.
For Meeting of 10/7/2024
Motion

TITLE: Approval of September 16, 2024, & September 30, 2024

CONTACT PERSON:

BRIEF HISTORY & ANALYSIS:

FUNDING SOURCE:

STAFF RECOMMENDATION:

APPROVED FOR SUBMITTAL:

ATTACHMENTS:

1. September 16, 2024 City Council Meeting Minutes

*A virtual meeting was offered.

BONDURANT CITY COUNCIL
Minutes
September 16, 2024
Bondurant City Council

1. Roll Call

Present: Mayor Doug Elrod, Council Member Tara Cox, Council Member Angela McKenzie, Council Member Bob Pepper, Council Member Matt Sillanpaa, Council Member Chad Driscoll

City Officials Present: City Administrator Marketa Oliver, City Clerk Shelby Hagan, Public Works Director John Horton, Fire Chief Aaron Kreuder, Assistant Fire Chief Tony Rauterberg, Planning & Community Development Director Maggie Murray, Assistant Library Director Michell Klinker-Feld, City Planner Isaac Pezley, City Engineer Greg Roth

2. Call to Order and Declaring a Quorum

Mayor Elrod called the meeting to order at 06:01 PM and declared a quorum.

3. Abstentions declared

None.

4. Perfecting and Approval of the Agenda

Motion by Cox, seconded by Pepper, to amend the agenda by adding urban chickens as discussion item #9c. Vote on Motion 4-0. Motion carried.

Motion by Cox, seconded by Pepper, to approve the agenda as amended. Vote on Motion 4-0. Motion carried.

Council Member Sillanpaa arrived at 06:03 PM.

5. 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 September 3, 2024, City Council Meeting Minutes

b. Claims List

c. Applications for Council Approval

d. Receive & File - Library Board Meeting Minutes of August 7, 2024, & Director's Report

**A virtual meeting was offered.*

- e. Receive & File - Bondurant Emergency Services Monthly Report
- f. Proclamation - National Clean Energy Week
- g. R-240916-197- Resolution approving pay request no. 3 to McAninch Corporation for the Civic Campus Improvements Phase 1 Project in the amount of \$382,055.49
- h. R-240916-198- Resolution affixing a date for a public hearing to consider text amendment to Section 178.12. of the Zoning Code creating the Business Park (BP) District
- i. R-240916-199- Resolution affixing a public hearing to consider request to amend the Future Land Use Map for 319 Washington Avenue SE from Regional Commercial to Business Park/Light Industrial
- j. R-240916-200- Resolution affixing a public hearing to consider the request to rezone 319 Washington Avenue SE from the General Commercial (C-2) District to the Business Park (BP) District
- k. R-240916-201- Resolution affixing a public hearing to consider request to amend the Future Land Use Map for portions of the Civic Campus North Preliminary Plat area from Public/Semi-Public to Regional Commercial for October 7, 2024
- l. R-240916-202- Resolution affixing a public hearing to consider the request to rezone portions of the Civic Campus North Preliminary Plat area from the Medium Industrial (M-2) District to the General Commercial (C-2) District
- m. R-240916-203- Resolution of endorsement for the City of Bondurant's grant application to the Iowa DOT's Federal Recreational Trails Grant Program for funding to assist with installing the proposed trail system along the realigned Grant Street South corridor in the Central District Stormwater Improvements Area
- n. R-240916-204- Resolution releasing Right-of-Way (ROW) Tree Removal Request for Proposals

**A virtual meeting was offered.*

- o. O-240819-211 - (Third Reading) Ordinance providing for the division of taxes levied on taxable property in the August 2024 Addition to the Bondurant Urban Renewal Area, pursuant to Section 403.19 of the Code of Iowa
Motion by Pepper, seconded by Cox, to Approve the Consent Agenda.
Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None.
Absent: None. Motion carried 5-0.
- 6. Guests requesting to address the City Council
None.
 - a. Bondurant Emergency Services Award Ceremony
Chief Kreuder presented life-saving awards to the following members of the Bondurant Emergency Services: Patton Agans, Kyleigh Meyeres, Ashton Briggs, Matt Crittenden, Danielle Spoerry, and Anthony Rauterberg.
- 7. **Public Hearing**
 - a. Public Hearing regarding 13th & Lincoln/15th Street Stormwater Improvements Project
Mayor Elrod opened the public hearing at 06:16 PM.

Public Works Director Horton presented the project to the council and the public.

Mayor Elrod closed the public hearing at 06:23 PM.
- 8. Action Items
 - a. R-240916-205- Resolution terminating the existing 28E Agreement between the Cities of Altoona, Ankeny, Bondurant, Grimes, Polk City, Urbandale, West Des Moines and Windsor Heights for the operation of a Metro Home Improvement Program
Motion by Pepper, seconded by Cox, to Approve R-240916-205. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.
 - b. R-240916-206- Resolution approving 28E Agreement for Operation of the Metro Home Improvement Program
Motion by Pepper, seconded by McKenzie, to Approve R-240916-206. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.
 - c. R-240916-207- Resolution considering submitted Civic Campus North Preliminary Plat
Motion by Pepper, seconded by Cox, to Approve R-240916-207. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.

**A virtual meeting was offered.*

- d. R-240916-208- Resolution awarding contract for 13th & Lincoln/15th Street Stormwater Improvements Project to James Construction, LLC in the amount of \$98,774.00
Motion by McKenzie, seconded by Pepper, to Approve R-240916-208. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.
9. Discussion Items -
 - a. Sidewalk Program Discussion
City Administrator Oliver provided information on the recent Supreme Court decision concerning sidewalk maintenance. The Council discussed the importance of being proactive in identifying sidewalk issues and notifying homeowners to ensure sidewalks are properly maintained, in line with the new ruling. This discussion raised awareness of the ruling's consequences and outlined actions the city will need to take moving forward.
 - b. Quarterly Report Development
City Administrator Oliver presented the Quarterly Report to the council and the public.
 - c. Urban Chickens. Planning & Community Development Director Murray presented a brief overview of the ordinance to the council and the public. Council Member McKenzie expressed concern regarding the requirement for covenant checks, emphasizing the need for further discussion on its implications.
Amber Erickson, of 104 2nd Street NW, presented her case to the Council in support of allowing urban chickens.
10. Reports / Comments and appropriate action thereon:
 - a. Mayor
DART comments and updates, Prairie Meadows & Polk County Community Impact Luncheon comments.
 - b. Council Members
Pepper - MWA meeting this Wednesday.
McKenzie - ICON event this week and PCSD reports.
Cox - Upcoming DART meeting, Library update, Chamber update, and upcoming events.
Driscoll - Coffee & Conversation comments, Census inquiry, recreation programming inquiry, 10 Main Street inquiry, and downtown project inquiry.
Sillanpaa - P&Z update, and the recent event at Brick House.
 - c. Administrator

**A virtual meeting was offered.*

Upcoming Flames of Gratitude event, BES Groundbreaking Ceremony update.

d. Directors

Horton - Department and project updates.

Kreuder - Department update.

Murray - None.

Hagan - Department update.

11. **Closed Session**- Pursuant to Iowa Code 21.5.1(j) to discuss property acquisition and 21.5.1(c) potential or pending litigation

Motion by Pfeffer, seconded by Cox, to Move into Closed Session at 07:24 PM. Roll Call: Ayes: Cox, McKenzie, Pfeffer, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.

Mayor Elrod closed the Closed Session at 08:14 PM.

12. Adjournment

Motion by Pfeffer, seconded by Cox, to adjourn at 08:14 PM. Vote on Motion 5-0. Motion carried.

Shelby Hagan, City Clerk

ATTEST:

Doug Elrod, 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 City Council on September 16, 2024, 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 subject 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.

Doug Elrod, Mayor



Check Register

Packet: APPKT00985 - 10/04/2024 for meeting on 10/07/2024

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Bank Code-AP Bank						
1715	A KINGS THRONE LLC	10/07/2024	Regular	0.00	230.00	64370
2705	AMAZON CAPITAL SERVICES	10/07/2024	Regular	0.00	1,606.21	64371
	Void	10/07/2024	Regular	0.00	0.00	64372
0048	BAKER & TAYLOR	10/07/2024	Regular	0.00	2,796.97	64373
1537	BOUND TREE MEDICAL LLC	10/07/2024	Regular	0.00	1,295.63	64374
2873	BUSINESS FURNITURE WAREHOUSE	10/07/2024	Regular	0.00	74.53	64375
0577	CAPITAL CITY EQUIPMENT	10/07/2024	Regular	0.00	165.48	64376
1903	CENTRAL SALT LLC	10/07/2024	Regular	0.00	11,163.02	64377
0095	CFI SALES INC.	10/07/2024	Regular	0.00	4,355.94	64378
2075	CORE & MAIN LP	10/07/2024	Regular	0.00	1,627.59	64379
1580	D & K PRODUCTS	10/07/2024	Regular	0.00	152.00	64380
0134	DEMCO	10/07/2024	Regular	0.00	115.82	64381
0145	DIAM PEST CONTROL	10/07/2024	Regular	0.00	150.00	64382
2525	DINGES FIRE COMPANY	10/07/2024	Regular	0.00	1,210.00	64383
2137	JESTER INSURANCE SERVICE	10/07/2024	Regular	0.00	21,278.00	64384
0998	EMERGENCY APPARATUS MAINTENANCE	10/07/2024	Regular	0.00	1,034.02	64385
1311	ENVISIONWARE INC.	10/07/2024	Regular	0.00	4,004.97	64386
1525	GANNETT MEDIA CORP	10/07/2024	Regular	0.00	947.50	64387
0177	GOLDEN CIRCLE MUNIC OFFICERS ASSOCIATION	10/07/2024	Regular	0.00	30.00	64388
1192	GRAINGER	10/07/2024	Regular	0.00	11.68	64389
1588	SHELBY HAGAN	10/07/2024	Regular	0.00	2,256.84	64390
1927	HARTER CONCRETE LLC	10/07/2024	Regular	0.00	24,887.87	64391
2879	HAWKEYEPAVING	10/07/2024	Regular	0.00	11,280.00	64392
2577	HOOPLA	10/07/2024	Regular	0.00	92.10	64393
2161	JOHN HORTON	10/07/2024	Regular	0.00	1,190.80	64394
2880	HOTEL APPRAISERS & ADVISORS, LLC	10/07/2024	Regular	0.00	12,500.00	64395
2754	HR GREEN, INC.	10/07/2024	Regular	0.00	17,990.50	64396
0877	IOWA LIBRARY ASSOCIATION	10/07/2024	Regular	0.00	6.25	64397
0230	IOWA ONE CALL	10/07/2024	Regular	0.00	211.70	64398
1573	IOWA PUMP WORKS	10/07/2024	Regular	0.00	1,186.50	64399
0223	IOWA DEPT OF NATURAL RESOURCE	10/07/2024	Regular	0.00	115.00	64400
2125	IMS ALLIANCE	10/07/2024	Regular	0.00	51.25	64401
2598	IOWA STATE UNIVERSITY	10/07/2024	Regular	0.00	96.00	64402
2233	JENE JESS	10/07/2024	Regular	0.00	1,255.99	64403
2878	JUSTIN COLLINGWOOD	10/07/2024	Regular	0.00	25.00	64404
1340	KONICA MINOLTA	10/07/2024	Regular	0.00	550.09	64405
2642	KONICA MINOLTA BUSINESS SOLUTIONS	10/07/2024	Regular	0.00	282.47	64406
2619	KONICA MINOLTA PREMIER FINANCIAL	10/07/2024	Regular	0.00	491.06	64407
2120	AARON KREUDER	10/07/2024	Regular	0.00	23.78	64408
2659	LAWSON PRODUCTS, INC.	10/07/2024	Regular	0.00	14.54	64409
0842	MENARDS - ALTOONA	10/07/2024	Regular	0.00	128.00	64410
2409	MERCY NORTH PHARMACY	10/07/2024	Regular	0.00	1,805.37	64411
0286	METRO WASTE AUTHORITY	10/07/2024	Regular	0.00	900.00	64412
0599	MICROMARKETING LLC	10/07/2024	Regular	0.00	1,134.77	64413
2650	MIDWEST CRITICAL POWER LLC	10/07/2024	Regular	0.00	1,714.33	64414
2658	MOST DEPENDABLE FOUNTAINS, INC.	10/07/2024	Regular	0.00	6,935.00	64415
0308	MUNICIPAL SUPPLY, INC.	10/07/2024	Regular	0.00	7,541.50	64416
1858	OVERDRIVE INC	10/07/2024	Regular	0.00	6,909.34	64417
1134	PETTY CASH	10/07/2024	Regular	0.00	125.68	64418
2774	ISAAC PEZLEY	10/07/2024	Regular	0.00	573.39	64419
2712	PLAYAWAY PRODUCTS LLC	10/07/2024	Regular	0.00	1,129.35	64420
0342	POLK COUNTY PUBLIC WORKS	10/07/2024	Regular	0.00	95,041.09	64421
2761	REIMAN GARDENS	10/07/2024	Regular	0.00	300.00	64422
2789	ROOF, GERDES, ERLBACHER, PLC	10/07/2024	Regular	0.00	14,500.00	64423

Check Register

Packet: APPKT00985-10/04/2024 for meeting on 10/07/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
2883	SAGE HOMES	10/07/2024	Regular	0.00	148.00	64424
1701	JILL SANDERS	10/07/2024	Regular	0.00	24.21	64425
2700	SARAH MERRILL	10/07/2024	Regular	0.00	140.00	64426
1504	SHIVE-HATTERY INC	10/07/2024	Regular	0.00	7,280.50	64427
1534	STRATUS BUILDNG SOLUTIONS IOW,	10/07/2024	Regular	0.00	1,326.56	64428
1346	STRYKER SALES CORPORATION	10/07/2024	Regular	0.00	81,023.50	64429
2756	TC CUSTOM CURBING, LLC	10/07/2024	Regular	0.00	1,439.00	64430
2227	TYLER TECHNOLOGIES INC	10/07/2024	Regular	0.00	63.30	64431
2531	TYLER BUSINESS FORMS	10/07/2024	Regular	0.00	310.46	64432
2406	UNIQUE	10/07/2024	Regular	0.00	11.65	64433
2706	VALEO NETWORKS	10/07/2024	Regular	0.00	3,283.38	64434
	Void	10/07/2024	Regular	0.00	0.00	64435
	Void	10/07/2024	Regular	0.00	0.00	64436
	Void	10/07/2024	Regular	0.00	0.00	64437
1161	VEENSTRA & KIMM, INC.	10/07/2024	Regular	0.00	131,234.23	64438
	Void	10/07/2024	Regular	0.00	0.00	64439
2433	WEX BANK	10/07/2024	Regular	0.00	3,905.65	64440
0144	DES MOINES WATER WORKS	10/21/2024	Bank Draft	0.00	52,393.98	DFT0003402
0416	POSTMASTER	10/02/2024	Bank Draft	0.00	638.15	DFT0003403
1069	FIRST NATIONAL BANK OMAHA	10/08/2024	Bank Draft	0.00	3,653.39	DFT0003404
1069	FIRST NATIONAL BANK OMAHA	10/08/2024	Bank Draft	0.00	2,702.69	DFT0003405

Bank Code AP Bank Code Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	117	66	0.00	495,685.36
Manual Checks	0	0	0.00	0.00
Voided Checks	0	5	0.00	0.00
Bank Drafts	4	4	0.00	59,388.21
EFT's	0	0	0.00	0.00
	121	75	0.00	555,073.57

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH	10/2024	555,073.57
			555,073.57



Refund Check Register

Refund Check Detail

UBPKT05951 - Refunds 01 UBPKT05949 Regular

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
01-02401-11	GREEN, KAPRISHA L	10/2/2024	64359	36.61			36.61	Generated From Billing
01-02953-04	AMY NESSET	10/2/2024	64360	49.27			49.27	Generated From Billing
01-03542-04	HARRENSTEIN, ANGELYN R	10/2/2024	64361	96.82			96.82	Generated From Billing
01-11290-01	GOLIC, STEPHEN	10/2/2024	64362	90.71			90.71	Generated From Billing
02-01572-01	JEFF & HEIDI BEDIER	10/2/2024	64363	151.21			151.21	Generated From Billing
04-03403-03	QUICK, JOSHUA	10/2/2024	64364	67.15			67.15	Generated From Billing
07-01073-01	KEITH WILLIAMSON	10/2/2024	64365	24.64			24.64	Generated From Billing
08-05768-02	COLT, AMBER N	10/2/2024	64366	117.76			117.76	Generated From Billing
11-03047-02	ANDERSEN, CHRIS	10/2/2024	64367	148.09			148.09	Generated From Billing
16-01522-01	STARUK, JONATHAN B	10/2/2024	64368	0.77			0.77	Generated From Billing
16-01682-02	HANNUSCH, LUCAS M	10/2/2024	64369	113.87			113.87	Generated From Billing
Total Refunds: 11				Total Refunded Amount:	896.90			

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS	896.90
Revenue Total:	896.90

General Ledger Distribution

Posting Date: 10/01/2024

	Account Number	Account Name	Posting Amount	IFT
Fund: 600 - WATER				
	600-000-1101	CLAIM ON POOLED CASH	-896.90	Yes
	600-050-2141	APPLIED CREDITS	896.90	
	600 Total:		0.00	
Fund: 999 - POOLED CASH				
	999-000-1100	POOLED CASH	-896.90	
	999-050-2300	DUE TO OTHER FUNDS	896.90	Yes
	999 Total:		0.00	
	Distribution Total:		0.00	



**BUSINESS OF THE CITY COUNCIL
BONDURANT, IOWA
AGENDA STATEMENT**

Item No. 5.c.
For Meeting of 10/7/2024
Receive and File

TITLE: Treasurer Report September 2024

CONTACT PERSON:

BRIEF HISTORY & ANALYSIS: Submitted for your review is the Treasurer's Report for September of the Fiscal Year Ending 2025. Following this letter is the year-to-date Fund Balance Report, Balance Sheet, Bank Reconciliation Spreadsheet, and Detail Report. The City's general checking account had a beginning balance on September 1, 2024, of \$15,292,203.91. The ending balance as of September 30, 2024, was \$14,856,405.05. This account earned \$58,679.69 in interest for the month. The annual percentage yield decreased slightly from 4.78% to 4.60%. This account remains in strong financial condition.

The City's IPAIT accounts had a beginning balance on September 1, 2024, of \$22,291,119.20, and the ending balance as of September 30, 2024, was \$22,380,191.58. These accounts earned a total of \$89,072.38 in interest across multiple funds. There were no withdrawals this month, and the accounts continue to show strong stability. The Cemetery Perpetual Care fund had a beginning balance of \$3,725.10, and after earning \$14.65 in interest, the ending balance for the account was \$3,739.75.

Significant expenditures for this month include payments for the City's payroll, insurance renewals, construction costs for the Water Tower and Civic Campus projects, and various public safety equipment and services. The total cleared checks and bank drafts for the month were \$1,141,244.76.

FUNDING SOURCE:

STAFF RECOMMENDATION: Review and File

APPROVED FOR SUBMITTAL:

ATTACHMENTS:

1. Treasurer Report September FY25

Honorable Mayor, Members of the Council, and Citizens of the City of Bondurant, Iowa

Submitted for your review is the Treasurer's Report for September of the Fiscal Year Ending 2025. Following this letter is the year-to-date Fund Balance Report, Balance Sheet, Bank Reconciliation Spreadsheet, and Detail Report.

The City's general checking account had a beginning balance on September 1, 2024, of \$15,292,203.91. The ending balance as of September 30, 2024, was \$14,856,405.05. This account earned \$58,679.69 in interest for the month. The annual percentage yield decreased slightly from 4.78% to 4.60%. This account remains in strong financial condition.

The City's IPAIT accounts had a beginning balance on September 1, 2024, of \$22,291,119.20, and the ending balance as of September 30, 2024, was \$22,380,191.58. These accounts earned a total of \$89,072.38 in interest across multiple funds. There were no withdrawals this month, and the accounts continue to show strong stability.

The Cemetery Perpetual Care fund had a beginning balance of \$3,725.10, and after earning \$14.65 in interest, the ending balance for the account was \$3,739.75.

Significant expenditures for this month include payments for the City's payroll, insurance renewals, construction costs for the Water Tower and Civic Campus projects, and various public safety equipment and services. The total cleared checks and bank drafts for the month were \$1,141,244.76.

Please do not hesitate to contact the City's Finance & Employee Services Department if you have any questions.

Respectfully,



Jené Jess, MPA, SHRM-CP
Finance & Employee Services Director
injess@cityofbondurant.com



Consolidated Balance Sheet Report

Account Summary

As Of 09/30/2024

Account	Name	Balance
Assets		
000-1101	CLAIM ON POOLED CASH	14,573,208.12
000-1111	SAVINGS - CEMETERY XXX1037	49,673.11
000-1113	CHECKING - WATER SINKING	152,268.16
000-1114	CHANGE FUND - WATER	270.00
000-1115	PETTY CASH - GENERAL	100.00
000-1116	PETTY CASH - LIBRARY	200.00
000-1117	CHANGE FUND - LIBRARY	20.00
000-1150	IPAIT - GENERAL FUND 11763 MM	18,982,755.42
000-1151	IPAIT - WATER OPERAT 104	2,477,233.41
000-1153	IPAIT - NW TRK SEWR EXT 117	40,191.51
000-1154	IPAIT - SEWER RESERVE 201	121,833.76
000-1159	IPAIT - ROAD FUND 125	627,883.77
000-1162	IPAIT - DEBT SERVICE 124	130,293.71
000-1170	CHECKING - WATER DEPOSITS	81,664.76
Total Assets:		37,237,595.73
		<u>37,237,595.73</u>
Liability		
050-2122	STATE WITHHOLDING	13.60
050-2123	IPERS WITHHOLDING	0.08
050-2124	HEALTH INSURANCE WITHHOLDING	56,145.48
050-2125	DENTAL INSURANCE	3,691.52
050-2131	SELF-FUNDED WITHHOLDING	94.50
050-2132	VISION WITHHOLDING	429.87
050-2141	APPLIED CREDITS	16,143.15
Total Liability:		76,518.20
Equity		
050-3950	FUND BALANCE	37,320,666.39
Total Beginning Equity:		37,320,666.39
Total Revenue		4,988,481.17
Total Expense		5,148,070.03
Total Equity and Current Surplus (Deficit):		37,161,077.53
Total Liabilities, Equity and Current Surplus (Deficit):		<u>37,237,595.73</u>



Fund Balance Report

As Of 09/30/2024

Fund	Beginning Balance	Total Revenues	Total Expenses	Ending Balance
001 - GENERAL FUND	5,638,071.67	666,661.51	1,371,728.82	4,933,004.36
110 - ROAD USE TAX	557,566.35	289,620.70	183,141.78	664,045.27
112 - EMPLOYEE BENEFIT	155,726.21	7,241.20	264,812.07	-101,844.66
121 - LOCAL OPTION SALES & SERVICE TAX	300,009.43	384,721.58	0.00	684,731.01
125 - TIF	2,833.78	119,307.64	0.00	122,141.42
160 - ECONOMIC DEVELOPMENT	47,351.87	0.00	0.00	47,351.87
167 - LIBRARY GRANT	10,389.97	1,648.61	30,677.55	-18,638.97
169 - PARK & REC	37,842.60	0.00	0.00	37,842.60
170 - DISASTER - EMERGENCY MANAGEMENT	2,573.71	0.00	0.00	2,573.71
172 - TREE FUND	18,676.35	4,637.50	0.00	23,313.85
200 - DEBT SERVICE	153,512.15	56,405.74	0.00	209,917.89
306 - CIVIC CAMPUS	10,037,305.44	98,187.68	722,429.34	9,413,063.78
316 - PAINE HTS DRAINAGE	0.00	0.00	0.00	0.00
320 - WASHINGTON STREET	0.49	0.00	0.00	0.49
324 - BRSC IMPROVEMENTS	0.00	0.00	0.00	0.00
325 - STREETS MASTER PLAN	4,487,035.12	50,813.72	43,317.52	4,494,531.32
327 - GRANT ST S/COMMUTER LOOP	173,521.30	1,926.97	0.00	175,448.27
329 - TIF-TRAIL TO CHICHAQUA	0.00	0.00	392.50	-392.50
333 - DITCH 2 IMPROV	53.39	0.00	0.00	53.39
335 - PARK IMPROVEMENTS	2,741,986.29	121,621.55	77,783.31	2,785,824.53
337 - THE GRAIN DISTRICT	151,548.75	0.00	9,263.75	142,285.00
338 - MAIN STREET STORMWATER	0.00	0.00	0.00	0.00
340 - UNDERPASS-HWY 65/330	0.00	92,250.00	0.00	92,250.00
341 - TIF-PARK LAND PURCHASE	0.00	0.00	0.00	0.00
342 - TIF-1ST&MAIN ECONOMIC DVL	26,184.87	0.00	0.00	26,184.87
343 - DOWNTOWN PARKING	43,599.53	0.00	9,650.00	33,949.53
344 - 16TH ST NE - GRANT TO HUBBELL	0.00	0.00	0.00	0.00
346 - CITY HALL RECONSTRUCTION	17,928.74	0.00	50,171.81	-32,243.07
347 - BRIDGE/INTERSECTION	270,189.78	2,060.04	0.00	272,249.82
348 - NE STORMWATER EXPANSION/DOWNSTREAM SW CAPACITY	0.00	0.00	0.00	0.00
349 - PLEASANT GROVE	166,624.45	0.00	0.00	166,624.45
351 - LIBRARY CAPITAL	73,015.78	0.00	0.00	73,015.78
352 - WATER FACILITIES	-449,415.05	1,513,627.71	1,027,502.78	36,709.88
355 - CENTRAL DISTRICT STORMWATER IMPROVEMENTS	2,620,149.42	32,422.51	32,894.14	2,619,677.79
356 - CERTIFIED SITE IMPROVEMENTS	5,069,673.26	48,247.26	355,372.11	4,762,548.41
500 - CEMETERY PERPETUAL CARE	31,866.83	1,522.41	0.00	33,389.24
600 - WATER	1,817,626.66	733,587.03	396,600.11	2,154,613.58
610 - SEWER	2,530,982.90	488,952.36	376,912.05	2,643,023.21
670 - GARBAGE	191,396.66	148,888.82	143,100.74	197,184.74
741 - STORM WATER	392,398.36	124,128.63	51,988.74	464,538.25
820 - SELF-FUNDED INSURANCE	2,439.33	0.00	330.91	2,108.42
999 - POOLED CASH	0.00	0.00	0.00	0.00
Report Total:	37,320,666.39	4,988,481.17	5,148,070.03	37,161,077.53

BANK RECONCILIATION SEPTEMBER 2024

Bank Statement Balance:	\$ 14,856,405.05
IPAIT balance	<u>\$ 22,380,191.58</u>
Cemetery Vision	\$ 3,739.75
Petty Cash	\$ 590.00

Less:

Outstanding Checks:	<u>\$ 3,330.65</u>
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(See listing next page)

Calculated Book Balance:	<u>\$ 37,237,595.73</u>
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Actual Incode10 Balance:	<u>\$ 37,237,595.73</u>
Fund Balances	<u>\$ 37,161,077.53</u>

Liabilities	76518.2
DIFFERENCE:	<u>\$ (0.00)</u>

DIFFERENCE:	<u>\$ -</u>
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Bank Statement Register

General Fund

Period 9/1/2024 - 9/30/2024

Packet: BRPKT00269

Bank Statement		General Ledger	
Beginning Balance	15,292,203.91	Account Balance	14,853,088.94
Plus Debits	1,208,139.19	Less Outstanding Debits	0.00
Less Credits	1,643,923.51	Plus Outstanding Credits	3,330.65
Adjustments	-14.54	Adjustments	-14.54
Ending Balance	14,856,405.05	Adjusted Account Balance	14,856,405.05
Statement Ending Balance		14,856,405.05	
Bank Difference		0.00	
General Ledger Difference		0.00	

CASH BALANCE CONSISTS OF THE FOLLOWING GENERAL LEDGER ACCOUNTS

001-000-1120	CHECKING - RENT DEPOSIT/SURETY
110-000-1110	CHECKING - ROAD USE
173-000-1110	FEMA DISASTER AID
200-000-1110	CHECKING - DEBT SERVICE
600-000-1113	CHECKING - WATER SINKING
600-000-1118	CHECKING - PARKSIDE WATER EXT
600-000-1170	CHECKING - WATER DEPOSITS
610-000-1113	CHECKING - SEWER SINKING
610-000-1119	CHECKING-DVLPMT CONST-NW SEWER
741-000-1111	CHECKING-STORMWATER SINKING
999-000-1100	POOLED CASH

Adjustments

Item Date	Reference	Item Type	Description	Offsetting Account Number	Amount
09/11/2024	MISC0000234	Miscellaneous Cr	PAYMENT CORRECTION 4 MI	112-620-6110	-14.52
09/30/2024	MISC0000235	Miscellaneous Cr	ROUNDING	820-931-6580	-0.02
Total Adjustments (2)					-14.54

Cleared Deposits

Item Date	Reference	OpenEdge Batch	Merchant	Description	Amount
09/01/2024	DEP0035507			9/1/24 SEWER SINKING FUND TRANSF	18,288.13
09/01/2024	DEP0035508			9/1/24 STORMWATER SINKING FUND T	11,483.34
09/01/2024	DEP0035509			9/1/24 WATER SINKING FUND TRANSF	19,778.91
09/03/2024	DEP0036685	001611 Insite	Mastercard -	CLPKT10310 BG:Online Payments	898.59
09/03/2024	DEP0036689	000869 Point Of Sale	OpenEdge Per	CLPKT10312 BG:CC	31.65
09/03/2024	DEP0036692	001610 Insite	Visa - Insite	CLPKT10313 BG:Online Payments	10.00
09/03/2024	DEP0036695	000868 Point Of Sale	OpenEdge Per	CLPKT10314 BG:CC	2.45

Cleared Deposits

Item Date	Reference	OpenEdge Batch	Merchant	Description	Amount
09/03/2024	DEP0036698			Utility Reverse Payment Packet UBPKT0	-150.00
09/03/2024	DEP0036701			CLPKT10315 BG:DD	150.00
09/03/2024	DEP0036716			CLPKT10318 BG:DD	13,757.89
09/03/2024	DEP0036806			Utility Reverse Payment Packet UBPKT0	-1,800.00
09/03/2024	DEP0036809			CLPKT10344 BG:DD	1,800.00
09/04/2024	DEP0036713	001612 Insite	Visa - Insite	CLPKT10317 BG:Online Payments	86.00
09/04/2024	DEP0036719			CLPKT10319 BG:DD	14,954.26
09/04/2024	DEP0036722			CLPKT10321 BG:DD	1,316.64
09/04/2024	DEP0036737			CLPKT10320 BG:DD	271.61
09/04/2024	DEP0036737			CLPKT10320 BG:DD	150.00
09/05/2024	DEP0036725	001613 Insite	Visa - Insite	CLPKT10322 BG:Online Payments	4,865.21
09/05/2024	DEP0036728	000870 Point Of Sale	OpenEdge Per	CLPKT10323 BG:CC	29.60
09/05/2024	DEP0036731			Utility Reverse Payment Packet UBPKT0	-150.00
09/05/2024	DEP0036734			CLPKT10324 BG:DD	150.00
09/05/2024	DEP0036740			CLPKT10325 BG:DD	947.00
09/05/2024	DEP0036743			CLPKT10326 BG:DD	495.27
09/05/2024	DEP0036746			CLPKT10327 BG:DD	42.34
09/05/2024	DEP0036761			CLPKT10332 BG:DD	1,892.92
09/05/2024	DEP0036764			CLPKT10331 BG:DD	4,641.30
09/06/2024	DEP0036752	001614 Insite	Visa - Insite	CLPKT10328 BG:Online Payments	7,210.32
09/06/2024	DEP0036755			Utility Reverse Payment Packet UBPKT0	-150.00
09/06/2024	DEP0036758			CLPKT10330 BG:DD	150.00
09/06/2024	DEP0036767			CLPKT10333 BG:DD	263.75
09/06/2024	DEP0036788			CLPKT10340 BG:DD	2,349.87
09/06/2024	DEP0036791			CLPKT10341 BG:DD	567.56
09/09/2024	DEP0036770	000872 Point Of Sale	OpenEdge Per	CLPKT10334 BG:CC	6.70
09/09/2024	DEP0036773	001615 Insite	Visa - Insite	CLPKT10335 BG:Online Payments	6,715.53
09/09/2024	DEP0036776	001616 Insite	Visa - Insite	CLPKT10336 BG:Online Payments	5,843.43
09/09/2024	DEP0036779	001617 Insite	Mastercard -	CLPKT10337 BG:Online Payments	1,189.86
09/09/2024	DEP0036782	000476 Point Of Sale	OpenEdge Uti	CLPKT10338 BG:CC	70.00
09/09/2024	DEP0036785	000871 Point Of Sale	OpenEdge Per	CLPKT10339 BG:CC	316.50
09/09/2024	DEP0036785	000475 Point Of Sale	OpenEdge Uti	CLPKT10339 BG:CC	116.83
09/09/2024	DEP0036794			Utility Reverse Payment Packet UBPKT0	-150.00
09/09/2024	DEP0036797			CLPKT10342 BG:DD	150.00
09/09/2024	DEP0036800			Utility Reverse Payment Packet UBPKT0	-150.00
09/09/2024	DEP0036803			CLPKT10343 BG:DD	150.00
09/09/2024	DEP0036827			CLPKT10348 BG:DD	12,369.71
09/09/2024	DEP0036830			CLPKT10349 BG:DD	5,366.53
09/09/2024	DEP0036833			CLPKT10350 BG:DD	4,398.97
09/09/2024	DEP0036836			CLPKT10351 BG:DD	2,466.65
09/10/2024	DEP0036812	001618 Insite	Visa - Insite	CLPKT10345 BG:Online Payments	1,733.02
09/10/2024	DEP0036815			Utility Reverse Payment Packet UBPKT0	-150.00
09/10/2024	DEP0036818			CLPKT10346 BG:DD	150.00
09/10/2024	DEP0036821			Utility Reverse Payment Packet UBPKT0	-150.00
09/10/2024	DEP0036824			CLPKT10347 BG:DD	150.00

Cleared Deposits

Item Date	Reference	OpenEdge Batch	Merchant	Description	Amount
09/10/2024	DEP0036845			CLPKT10354 BG:DD	2,978.22
09/10/2024	DEP0036848			CLPKT10355 BG:DD	2,778.83
09/10/2024	DEP0036851			CLPKT10356 BG:DD	627.83
09/11/2024	DEP0036839	001619 Insite	Mastercard -	CLPKT10352 BG:Online Payments	2,971.62
09/11/2024	DEP0036842	000873 Point Of Sale	OpenEdge Per	CLPKT10353 BG:CC	18.00
09/11/2024	DEP0036854			CLPKT10357 BG:DD	6,694.62
09/11/2024	DEP0036855			MED-PAYMENT.COM COF CREDIT	25.00
09/11/2024	DEP0036856			ST OF IA-E.F.T. E.F.T.	309.39
09/11/2024	DEP0036857			WPS HCCLAIMPMT	849.55
09/11/2024	DEP0036866			CLPKT10360 BG:DD	4,559.68
09/11/2024	DEP0036869			CLPKT10361 BG:DD	306.70
09/11/2024	DEP0036869			CLPKT10361 BG:DD	150.00
09/11/2024	DEP0036878			CLPKT10362 BG:DD	64.90
09/12/2024	DEP0036860	001620 Insite	Discover - Ins	CLPKT10358 BG:Online Payments	11,020.80
09/12/2024	DEP0036863	000874 Point Of Sale	OpenEdge Per	CLPKT10359 BG:CC	30.00
09/12/2024	DEP0036863	000477 Point Of Sale	OpenEdge Uti	CLPKT10359 BG:CC	244.81
09/12/2024	DEP0036873			Utility Reverse Payment Packet UBPKT0	-150.00
09/12/2024	DEP0036876			CLPKT10363 BG:DD	150.00
09/12/2024	DEP0036887			CLPKT10366 BG:DD	3,334.39
09/12/2024	DEP0036890			CLPKT10367 BG:DD	7,105.50
09/12/2024	DEP0036893			CLPKT10368 BG:DD	470.87
09/12/2024	DEP0036896			CLPKT10369 BG:DD	536.96
09/12/2024	DEP0036911			CLPKT10372 BG:DD	312,954.63
09/13/2024	DEP0036881	001621 Insite	Visa - Insite	CLPKT10364 BG:Online Payments	3,615.92
09/13/2024	DEP0036884	000478 Point Of Sale	OpenEdge Uti	CLPKT10365 BG:CC	194.94
09/13/2024	DEP0036884	000875 Point Of Sale	OpenEdge Per	CLPKT10365 BG:CC	70.00
09/13/2024	DEP0036899			Utility Reverse Payment Packet UBPKT0	-150.00
09/13/2024	DEP0036902			CLPKT10370 BG:DD	150.00
09/13/2024	DEP0036905			Utility Reverse Payment Packet UBPKT0	-150.00
09/13/2024	DEP0036908			CLPKT10371 BG:DD	150.00
09/13/2024	DEP0036933			CLPKT10377 BG:DD	3,381.10
09/13/2024	DEP0036936			CLPKT10378 BG:DD	3,305.07
09/13/2024	DEP0036939			CLPKT10379 BG:DD	300.00
09/13/2024	DEP0036939			CLPKT10379 BG:DD	1,750.99
09/16/2024	DEP0036913			09/16/2024 AMBULANCE PAYMENTS	1,419.52
09/16/2024	DEP0036914			AETNA AS01 HCCAIMPMT	779.54
09/16/2024	DEP0036918			ACH Draft Packet UBPKT05864	203,706.00
09/16/2024	DEP0036921	001623 Insite	Visa - Insite	CLPKT10373 BG:Online Payments	10,059.98
09/16/2024	DEP0036924	001624 Insite	Visa - Insite	CLPKT10374 BG:Online Payments	7,041.77
09/16/2024	DEP0036927	001622 Insite	Visa - Insite	CLPKT10375 BG:Online Payments	5,462.45
09/16/2024	DEP0036930	000877 Point Of Sale	OpenEdge Per	CLPKT10376 BG:CC	0.50
09/16/2024	DEP0036944	000876 Point Of Sale	OpenEdge Per	CLPKT10382 BG:CC	54.00
09/16/2024	DEP0036944	000480 Point Of Sale	OpenEdge Uti	CLPKT10382 BG:CC	910.46
09/16/2024	DEP0036944	000479 Point Of Sale	OpenEdge Uti	CLPKT10382 BG:CC	334.28
09/16/2024	DEP0036947			Utility Reverse Payment Packet UBPKT0	-150.00

Cleared Deposits

Item Date	Reference	OpenEdge Batch	Merchant	Description	Amount
09/16/2024	DEP0036950			CLPKT10383 BG:DD	150.00
09/16/2024	DEP0036967			CLPKT10386 BG:DD	6,846.97
09/16/2024	DEP0036967			CLPKT10386 BG:DD	450.00
09/16/2024	DEP0036971			CLPKT10387 BG:DD	20,212.88
09/16/2024	DEP0036974			CLPKT10388 BG:DD	6,847.67
09/16/2024	DEP0036977			CLPKT10389 BG:DD	5,321.28
09/16/2024	DEP0036980			CLPKT10390 BG:DD	3,387.82
09/16/2024	DEP0036983			CLPKT10391 BG:DD	15,704.88
09/16/2024	DEP0036986			CLPKT10392 BG:DD	2,119.00
09/17/2024	DEP0036953			Utility Reverse Payment Packet UBPKT0	-50.05
09/17/2024	DEP0036955			HUMANA CHA DISB HCCLAIMPMT	598.05
09/17/2024	DEP0036956			road use tax	117,145.15
09/17/2024	DEP0036958			Utility Reverse Payment Packet UBPKT0	-127.55
09/17/2024	DEP0036961	001625 Insite	Mastercard -	CLPKT10384 BG:Online Payments	20,703.39
09/17/2024	DEP0036964	000878 Point Of Sale	OpenEdge Per	CLPKT10385 BG:CC	2.50
09/17/2024	DEP0036989			Utility Reverse Payment Packet UBPKT0	-197.04
09/17/2024	DEP0036992			Utility Reverse Payment Packet UBPKT0	-164.95
09/17/2024	DEP0036995			Utility Reverse Payment Packet UBPKT0	-108.26
09/17/2024	DEP0036998			Utility Reverse Payment Packet UBPKT0	-83.75
09/17/2024	DEP0037015			CLPKT10397 BG:DD	2,592.40
09/17/2024	DEP0037018			CLPKT10398 BG:DD	17,947.89
09/17/2024	DEP0037018			CLPKT10398 BG:DD	150.00
09/18/2024	DEP0036999			MED-PAYMENT.COM COF CREDIT	275.00
09/18/2024	DEP0037002			Utility Reverse Payment Packet UBPKT0	-176.80
09/18/2024	DEP0037005	001626 Insite	Visa - Insite	CLPKT10393 BG:Online Payments	8,437.93
09/18/2024	DEP0037009	000879 Point Of Sale	OpenEdge Per	CLPKT10395 BG:CC	11.95
09/18/2024	DEP0037012	000481 Point Of Sale	OpenEdge Uti	CLPKT10396 BG:CC	726.97
09/18/2024	DEP0037021			Utility Reverse Payment Packet UBPKT0	-150.00
09/18/2024	DEP0037024			CLPKT10399 BG:DD	150.00
09/18/2024	DEP0037027			Utility Reverse Payment Packet UBPKT0	-149.27
09/18/2024	DEP0037030			Utility Reverse Payment Packet UBPKT0	-403.74
09/18/2024	DEP0037033			Utility Reverse Payment Packet UBPKT0	-176.41
09/18/2024	DEP0037036			Utility Reverse Payment Packet UBPKT0	-52.23
09/18/2024	DEP0037045			CLPKT10402 BG:DD	831.42
09/18/2024	DEP0037049			CLPKT10403 BG:DD	150.00
09/18/2024	DEP0037049			CLPKT10403 BG:DD	180.00
09/18/2024	DEP0037052			CLPKT10404 BG:DD	81.55
09/19/2024	DEP0037039	001627 Insite	Mastercard -	CLPKT10400 BG:Online Payments	6,369.61
09/19/2024	DEP0037042	000880 Point Of Sale	OpenEdge Per	CLPKT10401 BG:CC	157.00
09/19/2024	DEP0037047			MED-PAYMENT.COM COF CREDIT	350.00
09/19/2024	DEP0037062			CLPKT10408 BG:DD	974.25
09/19/2024	DEP0037065			CLPKT10409 BG:DD	1,384.00
09/20/2024	DEP0037055	001628 Insite	Mastercard -	CLPKT10405 BG:Online Payments	2,400.03
09/20/2024	DEP0037059	000482 Point Of Sale	OpenEdge Uti	CLPKT10407 BG:CC	142.77
09/20/2024	DEP0037059	000881 Point Of Sale	OpenEdge Per	CLPKT10407 BG:CC	30.75

Cleared Deposits

Item Date	Reference	OpenEdge Batch	Merchant	Description	Amount
09/20/2024	DEP0037068			Utility Reverse Payment Packet UBPKT0	-150.00
09/20/2024	DEP0037071			CLPKT10410 BG:DD	150.00
09/20/2024	DEP0037074			Utility Reverse Payment Packet UBPKT0	-150.00
09/20/2024	DEP0037077			CLPKT10411 BG:DD	150.00
09/20/2024	DEP0037080			Utility Reverse Payment Packet UBPKT0	-150.00
09/20/2024	DEP0037083			CLPKT10412 BG:DD	150.00
09/20/2024	DEP0037104			CLPKT10419 BG:DD	900.63
09/20/2024	DEP0037107			CLPKT10420 BG:DD	564.95
09/23/2024	DEP0037086	001630 Insite	Mastercard -	CLPKT10413 BG:Online Payments	3,525.39
09/23/2024	DEP0037089	001629 Insite	Visa - Insite	CLPKT10414 BG:Online Payments	2,441.05
09/23/2024	DEP0037092	001631 Insite	Visa - Insite	CLPKT10415 BG:Online Payments	1,104.82
09/23/2024	DEP0037095	000483 Point Of Sale	OpenEdge Uti	CLPKT10416 BG:CC	454.11
09/23/2024	DEP0037098	000882 Point Of Sale	OpenEdge Per	CLPKT10417 BG:CC	11.50
09/23/2024	DEP0037101	000883 Point Of Sale	OpenEdge Per	CLPKT10418 BG:CC	64.75
09/23/2024	DEP0037101	000484 Point Of Sale	OpenEdge Uti	CLPKT10418 BG:CC	104.96
09/23/2024	DEP0037110			Utility Reverse Payment Packet UBPKT0	-150.00
09/23/2024	DEP0037113			CLPKT10421 BG:DD	150.00
09/23/2024	DEP0037116			Utility Reverse Payment Packet UBPKT0	-150.00
09/23/2024	DEP0037119			CLPKT10422 BG:DD	150.00
09/23/2024	DEP0037122			Utility Reverse Payment Packet UBPKT0	-150.00
09/23/2024	DEP0037125			CLPKT10423 BG:DD	150.00
09/23/2024	DEP0037131			CLPKT10425 BG:DD	150.00
09/23/2024	DEP0037131			CLPKT10425 BG:DD	1,874.32
09/23/2024	DEP0037134			CLPKT10426 BG:DD	3,888.69
09/24/2024	DEP0037128	001632 Insite	Visa - Insite	CLPKT10424 BG:Online Payments	2,238.67
09/24/2024	DEP0037137			Utility Reverse Payment Packet UBPKT0	-150.00
09/24/2024	DEP0037140			CLPKT10427 BG:DD	150.00
09/24/2024	DEP0037141			WPS HCCLAIMPMT	1,742.27
09/24/2024	DEP0037155			CLPKT10431 BG:DD	437.18
09/24/2024	DEP0037155			CLPKT10431 BG:DD	150.00
09/25/2024	DEP0037143			WPS HCCLAIMPMT	485.46
09/25/2024	DEP0037146	000884 Point Of Sale	OpenEdge Per	CLPKT10428 BG:CC	1.00
09/25/2024	DEP0037149	000485 Point Of Sale	OpenEdge Uti	CLPKT10429 BG:CC	270.27
09/25/2024	DEP0037152	001633 Insite	Visa - Insite	CLPKT10430 BG:Online Payments	4,161.42
09/25/2024	DEP0037164			CLPKT10434 BG:DD	3,151.94
09/25/2024	DEP0037167			CLPKT10435 BG:DD	56.40
09/26/2024	DEP0037158	001634 Insite	Mastercard -	CLPKT10432 BG:Online Payments	797.62
09/26/2024	DEP0037161	000885 Point Of Sale	OpenEdge Per	CLPKT10433 BG:CC	77.50
09/26/2024	DEP0037170			Utility Reverse Payment Packet UBPKT0	-311.60
09/26/2024	DEP0037179			CLPKT10438 BG:DD	471.60
09/26/2024	DEP0037180			WPS HCCLAIMPMT	429.68
09/27/2024	DEP0037173	001635 Insite	Visa - Insite	CLPKT10436 BG:Online Payments	319.18
09/27/2024	DEP0037176	000886 Point Of Sale	OpenEdge Per	CLPKT10437 BG:CC	8.85
09/27/2024	DEP0037176	000486 Point Of Sale	OpenEdge Uti	CLPKT10437 BG:CC	232.17
09/27/2024	DEP0037181			ST OF IA-E.F.T. E.F.T.	105,342.88

Cleared Deposits

Item Date	Reference	OpenEdge Batch	Merchant	Description	Amount
09/27/2024	DEP0037182			MED-PAYMENT.COM COF CREDIT	149.30
09/27/2024	DEP0037200			CLPKT10444 BG:DD	9,995.60
09/27/2024	DEP0037200			CLPKT10444 BG:DD	150.00
09/30/2024	DEP0037185	001636 Insite	Visa - Insite	CLPKT10439 BG:Online Payments	465.07
09/30/2024	DEP0037188	001637 Insite	Visa - Insite	CLPKT10440 BG:Online Payments	179.00
09/30/2024	DEP0037191	000887 Point Of Sale	OpenEdge Per	CLPKT10441 BG:CC	13.25
09/30/2024	DEP0037194	000888 Point Of Sale	OpenEdge Per	CLPKT10442 BG:CC	1.00
09/30/2024	DEP0037197	001638 Insite	Mastercard -	CLPKT10443 BG:Online Payments	417.00
09/30/2024	DEP0037203			Utility Reverse Payment Packet UBPKT0	-371.60
09/30/2024	DEP0037212			CLPKT10447 BG:DD	10,099.75
09/30/2024	DEP0037219			INTEREST	58,679.69
Total Cleared Deposits (198)					1,201,115.94

Cleared Checks

Item Date	Reference	Item Type	Description	Amount
07/22/2024	63992	Check	TROY V NIELSEN	-107.27
08/01/2024	64059	Check	CATHLEEN MCLAUGHLIN	-73.72
08/27/2024	64189	Check	TIMOTHY LON	-75.86
08/29/2024	64190	Check	A KINGS THRONE LLC	-230.00
08/29/2024	64191	Check	AIRGAS USA, LLC	-76.88
08/29/2024	64192	Check	AT&T MOBILITY	-493.07
08/29/2024	64193	Check	THE BOOK FARM INC	-70.88
08/29/2024	64194	Check	BOOT BARN	-256.49
08/29/2024	64195	Check	BOUND TREE MEDICAL LLC	-299.55
08/29/2024	64196	Check	CAPITAL CITY EQUIPMENT	-548.20
08/29/2024	64197	Check	CENTRAL IOWA MECHANICAL	-1,724.99
08/29/2024	64198	Check	OCCUPATIONAL HEALTH CTR OF SW	-692.00
08/29/2024	64199	Check	JESTER INSURANCE SERVICE	-115,275.00
08/29/2024	64200	Check	ESO SOLUTIONS INC	-7,959.52
08/29/2024	64201	Check	FAREWAY STORES, INC.	-8.98
08/29/2024	64202	Check	GERARD TANK & STEEL INC	-248,995.00
08/29/2024	64203	Check	GROUP CREATIVE SERVICES, LLC	-5,500.00
08/29/2024	64204	Check	HARTER CONCRETE LLC	-16,971.00
08/29/2024	64205	Check	HILLTOP TIRE SERVICE	-152.71
08/29/2024	64206	Check	HR GREEN, INC.	-9,531.75
08/29/2024	64207	Check	INTERSTATE ALL BATTERY CENTER	-295.85
08/29/2024	64208	Check	IOWA CHAPTER IAAI INC.	-30.00
08/29/2024	64209	Check	IOWA EMPLOYMENT CONFERENCE	-4,760.00
08/29/2024	64211	Check	KONICA MINOLTA	-779.66
08/29/2024	64212	Check	LANDUS COOPERATIVE	-30.00
08/29/2024	64214	Check	MENARDS - ALTOONA	-85.49
08/29/2024	64215	Check	MUNICIPAL EMERGENCY SERVICES	-933.46
08/29/2024	64216	Check	MID-IOWA ASSOC OF LOCAL GOVTS	-624.42

Cleared Checks

Item Date	Reference	Item Type	Description	Amount
08/29/2024	64217	Check	MICROBAC LABORATORIES, INC	-368.00
08/29/2024	64218	Check	MIDWEST CRITICAL POWER LLC	-771.73
08/29/2024	64219	Check	MIRACLE RECREATION EQUIPMENT	-229.88
08/29/2024	64220	Check	MUNICIPAL SUPPLY, INC.	-261.60
08/29/2024	64221	Check	OMNI EMS	-830.90
08/29/2024	64222	Check	OMNISITE	-100.00
08/29/2024	64223	Check	ONE SOURCE SOLAR	-21,042.50
08/29/2024	64224	Check	OPN ARCHITECTS	-147,612.82
08/29/2024	64225	Check	QUALITY STRIPING INC	-28,950.00
08/29/2024	64226	Check	RDG PLANNING & DESIGN	-12,894.63
08/29/2024	64227	Check	SHIVE-HATTERY INC	-26,986.39
08/29/2024	64228	Check	SONJA HOOK	-254.00
08/29/2024	64229	Check	STOREY-KENWORTHY COMPANY	-4,525.00
08/29/2024	64230	Check	WILLIAMSONS REPAIR	-85.07
08/29/2024	64231	Check	ZIEGLER INC.	-1,696.14
09/03/2024	64232	Check	ROGER & DIANE MCHONE	-115.82
09/03/2024	64234	Check	DENNIS LEE	-162.90
09/03/2024	64236	Check	ASHLEY A CALVERT	-122.64
09/03/2024	64239	Check	FARAH INGLE	-69.71
09/03/2024	64240	Check	TAYLOR LOSEE	-100.11
09/03/2024	64241	Check	MARTY L SCOVEL	-58.59
09/03/2024	64242	Check	ALEESHA PATTERSON	-47.13
09/03/2024	64243	Check	KELLI DALY	-105.11
09/03/2024	64244	Check	ANGELA SCHERMER	-60.95
09/03/2024	64245	Check	SUPRIYA JHA	-112.90
09/03/2024	64246	Check	ENOCK HIGIRO	-105.69
09/03/2024	64247	Check	GRACE ALLEN HOMES INC	-120.69
09/03/2024	64248	Check	KELLIE M GARDNER	-76.67
09/03/2024	64251	Check	BERKEY HOMEBUILDERS, INC	-40.81
09/10/2024	64252	Check	AMAZON CAPITAL SERVICES	-807.12
09/10/2024	64255	Check	AQUATIC CONTROL INC.	-775.00
09/10/2024	64256	Check	BOUND TREE MEDICAL LLC	-2,240.91
09/10/2024	64257	Check	BRICK GENTRY P.C.	-4,946.41
09/10/2024	64259	Check	CITY-COUNTY COMMUNICATIONS & MARK	-400.00
09/10/2024	64260	Check	CONVERGINT TECHNOLOGIES LLC	-2,493.00
09/10/2024	64261	Check	TARA COX	-391.08
09/10/2024	64262	Check	CREATIVE INSTINCT, INC	-203.00
09/10/2024	64263	Check	DINGES FIRE COMPANY	-11,150.00
09/10/2024	64265	Check	DES MOINES WATER WORKS	-350.00
09/10/2024	64266	Check	GALLS LLC	-325.05
09/10/2024	64267	Check	GANNETT MEDIA CORP	-967.60
09/10/2024	64268	Check	GREATER DES MOINES PARTNERSHIP	-195.00
09/10/2024	64269	Check	IOWA ONE CALL	-176.60
09/10/2024	64270	Check	IOWA PRISON INDUSTRIES	-74.20
09/10/2024	64271	Check	IAFC LOCKBOX #791544	-215.00

Cleared Checks

Item Date	Reference	Item Type	Description	Amount
09/10/2024	64272	Check	IOWA DEPT OF TRANSPORTATION	-3,209.50
09/10/2024	64273	Check	IMFOA	-20.00
09/10/2024	64274	Check	ISU EXTENSION - POLK COUNTY	-70.00
09/10/2024	64275	Check	ISU EXTENSION - POLK COUNTY	-45.00
09/10/2024	64276	Check	ISU EXTENSION - POLK COUNTY	-70.00
09/10/2024	64277	Check	ISU EXTENSION - POLK COUNTY	-45.00
09/10/2024	64278	Check	ISU EXTENSION - POLK COUNTY	-520.00
09/10/2024	64279	Check	ISU EXTENSION - POLK COUNTY	-45.00
09/10/2024	64280	Check	ISU EXTENSION - POLK COUNTY	-45.00
09/10/2024	64281	Check	ISU EXTENSION - POLK COUNTY	-70.00
09/10/2024	64282	Check	ISU EXTENSION - POLK COUNTY	-45.00
09/10/2024	64283	Check	I-THEE LLC	-5,000.00
09/10/2024	64284	Check	KNOX COMPANY	-2,385.00
09/10/2024	64285	Check	TIFFANY LUING	-197.67
09/10/2024	64286	Check	METRO WASTE AUTHORITY	-46,328.22
09/10/2024	64287	Check	MUNICIPAL SUPPLY, INC.	-8,380.15
09/10/2024	64289	Check	POLK COUNTY PUBLIC WORKS	-3,300.00
09/10/2024	64290	Check	POLK COUNTY TREASURER	-2,934.00
09/10/2024	64291	Check	PROTEX CENTRAL	-100.00
09/10/2024	64292	Check	SPRAYER SPECIALTIES, INC.	-77.00
09/10/2024	64293	Check	THE UNIVERSITY OF OKLAHOMA	-1,845.00
09/10/2024	64294	Check	U.S. POSTAL SERVICE	-350.00
09/10/2024	64295	Check	VEENSTRA & KIMM, INC.	-131,916.10
09/10/2024	64297	Check	WILLIAMSONS REPAIR	-169.31
09/10/2024	64298	Check	ALLEGRA	-57.07
09/10/2024	64299	Check	AMAZON CAPITAL SERVICES	-2,153.32
09/10/2024	64300	Check	BAKER & TAYLOR	-797.00
09/10/2024	64301	Check	BOOKPAGE	-414.00
09/10/2024	64302	Check	ENVISIONWARE INC.	-24,780.00
09/10/2024	64303	Check	KONICA MINOLTA BUSINESS SOLUTIONS	-282.47
09/10/2024	64304	Check	KONICA MINOLTA PREMIER FINANCE	-427.11
09/10/2024	64305	Check	KONICA MINOLTA PREMIER FINANCE	-221.57
09/10/2024	64306	Check	MICROMARKETING LLC	-189.68
09/10/2024	64307	Check	MICROMARKETING LLC	-734.18
09/10/2024	64308	Check	PETTY CASH	-49.66
09/10/2024	64309	Check	JILL SANDERS	-46.23
09/10/2024	64310	Check	SCIENCE CENTER OF IOWA	-450.00
09/10/2024	64311	Check	STRATUS BUILDNG SOLUTIONS IOWA	-851.56
09/10/2024	64313	Check	UNIQUE MANAGEMENT SERVES, INC.	-11.65
09/10/2024	64314	Check	US CELLULAR	-347.92
09/13/2024	64316	Check	ACCURATE HYDRAULICS & MACH SRV	-590.78
09/13/2024	64317	Check	AMAZON CAPITAL SERVICES	-1,029.89
09/13/2024	64318	Check	BOUND TREE MEDICAL LLC	-344.88
09/13/2024	64319	Check	CONVERGINT TECHNOLOGIES LLC	-15,233.83
09/13/2024	64320	Check	DINGES FIRE COMPANY	-800.00

Cleared Checks

Item Date	Reference	Item Type	Description	Amount
09/13/2024	64321	Check	EMERGENCY APPARATUS MAINTENANC	-2,684.93
09/13/2024	64322	Check	GALLS LLC	-592.28
09/13/2024	64323	Check	GENERAL TRAFFIC CONTROLS, INC.	-8,950.00
09/13/2024	64324	Check	IMWCA	-8,901.00
09/13/2024	64326	Check	KATIE KLUS	-889.01
09/13/2024	64327	Check	MICROBAC LABORATORIES, INC	-89.75
09/13/2024	64328	Check	OMNI EMS	-1,248.56
09/13/2024	64329	Check	POLK COUNTY SHERIFF	-70,272.25
09/13/2024	64330	Check	SHIVE-HATTERY INC	-835.00
09/13/2024	64331	Check	STRATUS BUILDNG SOLUTIONS IOWA	-475.00
09/13/2024	64332	Check	STRYKER SALES CORPORATION	-163.50
09/13/2024	64333	Check	TCM BANK NA	-2,643.03
09/13/2024	64334	Check	U.S. POSTAL SERVICE	-84.00
09/13/2024	64335	Check	VENDNOVATION, LLC	-50.00
09/20/2024	64336	Check	AIRGAS USA, LLC	-76.88
09/20/2024	64337	Check	ALTOONA ACE HARDWARE	-96.97
09/20/2024	64338	Check	AT&T MOBILITY	-2,786.99
09/20/2024	64339	Check	BRICK GENTRY P.C.	-7,058.04
09/20/2024	64340	Check	BUSINESS FURNITURE WAREHOUSE	-122.50
09/20/2024	64341	Check	CAPITAL CITY EQUIPMENT	-261.36
09/20/2024	64342	Check	CINTAS CORPORATION #762	-110.19
09/20/2024	64343	Check	CITY OF DES MOINES	-66,773.30
09/20/2024	64344	Check	DIAMOND VOGEL PAINT CENTER	-247.50
09/20/2024	64345	Check	GALLS LLC	-282.60
09/20/2024	64346	Check	IOWA PRISON INDUSTRIES	-623.04
09/20/2024	64347	Check	IMPACT7G	-8,660.00
09/20/2024	64348	Check	MENARDS - ALTOONA	-48.81
09/20/2024	64349	Check	MICROBAC LABORATORIES, INC	-70.00
09/20/2024	64350	Check	MIDWEST BREATHING AIR LLC	-709.64
09/20/2024	64351	Check	O'REILLY AUTO PARTS	-99.99
09/20/2024	64352	Check	PROTEX CENTRAL	-67.50
09/20/2024	64353	Check	RDG PLANNING & DESIGN	-4,540.05
09/20/2024	64354	Check	SCHNEIDER GRAPHICS, INC.	-111.80
09/20/2024	64356	Check	SYMBOLARTS LLC	-1,078.50
09/20/2024	64357	Check	TCM BANK NA	-308.86
09/20/2024	64358	Check	VERIZON WIRELESS	-2,052.08
Total Cleared Checks (154)				-1,141,244.76

Cleared Other

Item Date	Reference	Item Type	Description	Amount
09/01/2024	DFT0003290	Bank Draft	EBS	-1,711.23
09/01/2024	DFT0003296	Bank Draft	EBS	-20,341.90
09/01/2024	DFT0003297	Bank Draft	EBS	-1,014.60

Cleared Other

Item Date	Reference	Item Type	Description	Amount
09/01/2024	DFT0003299	Bank Draft	EBS	-1,405.74
09/01/2024	DFT0003300	Bank Draft	EBS	-3,412.00
09/01/2024	DFT0003301	Bank Draft	EBS	-200.19
09/01/2024	DFT0003323	Bank Draft	EBS	-1,712.95
09/01/2024	DFT0003329	Bank Draft	EBS	-21,264.56
09/01/2024	DFT0003330	Bank Draft	EBS	-1,014.60
09/01/2024	DFT0003332	Bank Draft	EBS	-1,377.92
09/01/2024	DFT0003333	Bank Draft	EBS	-3,412.00
09/01/2024	DFT0003334	Bank Draft	EBS	-200.16
09/01/2024	EFT0000646	EFT	9/1/24 SINKING FUND TRANSFERS	-18,288.13
09/01/2024	EFT0000647	EFT	9/1/24 STORMWATER SINKING FUND TRAI	-11,483.34
09/01/2024	EFT0000648	EFT	9/1/24 WATER SINKING FUND TRANSFERS	-19,778.91
09/04/2024	DFT0003344	Bank Draft	MIDAMERICAN ENERGY	-1,299.11
09/04/2024	DFT0003363	Bank Draft	POSTMASTER	-643.37
09/05/2024	DFT0003364	Bank Draft	WEX BANK	-4,282.76
09/05/2024	DFT0003365	Bank Draft	GOOGLE LLC	-22.90
09/06/2024	DFT0003292	Bank Draft	ISOLVED BENEFIT SERVICES	-47.34
09/06/2024	DFT0003325	Bank Draft	ISOLVED BENEFIT SERVICES	-47.16
09/06/2024	DFT0003382	Bank Draft	FIRST NATIONAL BANK OMAHA	-2,822.64
09/09/2024	DFT0003383	Bank Draft	FRANCOTYP-POSTALIA INC	-500.00
09/09/2024	DFT0003385	Bank Draft	FIRST NATIONAL BANK OMAHA	-1,546.95
09/13/2024	DFT0003367	Bank Draft	ISOLVED BENEFIT SERVICES	-2,239.13
09/13/2024	DFT0003380	Bank Draft	IRS USATAXPYMT	-29,192.74
09/13/2024	EFT0000691	EFT	Payroll EFT	-87,775.12
09/23/2024	DFT0003360	Bank Draft	DES MOINES WATER WORKS	-29,093.60
09/23/2024	DFT0003361	Bank Draft	DES MOINES WATER WORKS	-54,177.00
09/23/2024	DFT0003362	Bank Draft	DES MOINES WATER WORKS	-22.00
09/27/2024	DFT0003244	Bank Draft	IOWA WORKFORCE DEVELOPMENT	-327.86
09/27/2024	DFT0003275	Bank Draft	IOWA WORKFORCE DEVELOPMENT	-302.65
09/27/2024	DFT0003305	Bank Draft	IOWA WORKFORCE DEVELOPMENT	-252.54
09/27/2024	DFT0003338	Bank Draft	IOWA WORKFORCE DEVELOPMENT	-211.76
09/27/2024	DFT0003349	Bank Draft	IOWA WORKFORCE DEVELOPMENT	-13.69
09/27/2024	DFT0003356	Bank Draft	IOWA WORKFORCE DEVELOPMENT	-207.71
09/27/2024	DFT0003369	Bank Draft	MISSION SQUARE	-1,448.00
09/27/2024	DFT0003370	Bank Draft	MISSION SQUARE	-411.13
09/27/2024	DFT0003371	Bank Draft	MISSION SQUARE	-348.00
09/27/2024	DFT0003374	Bank Draft	IPERS	-567.07
09/27/2024	DFT0003378	Bank Draft	IPERS	-18,877.88
09/27/2024	DFT0003379	Bank Draft	TREASURER - STATE OF IOWA	-4,557.44
09/27/2024	DFT0003381	Bank Draft	IOWA WORKFORCE DEVELOPMENT	-184.64
09/27/2024	DFT0003387	Bank Draft	ISOLVED BENEFIT SERVICES	-2,239.13
09/27/2024	DFT0003389	Bank Draft	MISSION SQUARE	-1,448.00
09/27/2024	DFT0003390	Bank Draft	MISSION SQUARE	-411.13
09/27/2024	DFT0003391	Bank Draft	MISSION SQUARE	-348.00
09/27/2024	DFT0003394	Bank Draft	IPERS	-566.99

Cleared Other

Item Date	Reference	Item Type	Description	Amount
09/27/2024	DFT0003398	Bank Draft	IPERS	-18,763.91
09/27/2024	DFT0003399	Bank Draft	TREASURER - STATE OF IOWA	-4,494.56
09/27/2024	DFT0003400	Bank Draft	IRS USATAXPYMT	-29,696.48
09/27/2024	DFT0003401	Bank Draft	IOWA WORKFORCE DEVELOPMENT	-174.16
09/27/2024	EFT0000692	EFT	Payroll EFT	-89,472.72
Total Cleared Other (53)				-495,655.50

Outstanding Checks

Item Date	Reference	Item Type	Description	Amount
08/01/2023	62409	Check	JOSEPH E WRIGHT	-137.00
08/01/2023	62410	Check	MARGARET BUTLER	-5.01
09/27/2023	62673	Check	PAM BALL & TYLER RAMSEY	-28.83
01/04/2024	63103	Check	DORAMAE BENNETT	-17.84
04/30/2024	63563	Check	EVRIELLE SMITH	-50.00
05/01/2024	63617	Check	FELIX & RITA HINSON	-108.10
05/01/2024	63619	Check	HOLLY MOHR	-123.72
06/03/2024	63753	Check	WYATT & BRITTANY HANUS	-0.18
06/03/2024	63761	Check	BERKEY HOMEBUILDERS, INC	-108.12
06/13/2024	63839	Check	AT&T MOBILITY	-519.05
07/01/2024	63894	Check	SCOTT A STAJCAR	-8.59
07/01/2024	63895	Check	DYLAN THOMAS M MARUSZAK	-122.64
07/01/2024	63896	Check	ANN PERRIN	-117.76
07/01/2024	63898	Check	KATRINA RICHMOND	-67.38
07/01/2024	63904	Check	KARA ELIZABETH HOEGH	-115.82
07/19/2024	63987	Check	SAMANTHA M BALLARD	-119.41
07/22/2024	63988	Check	MARGARET BUTLER	-5.01
07/22/2024	64022	Check	KING PAINTING LLC	-450.00
08/01/2024	64098	Check	TYLER M JOHNSTON	-36.19
08/01/2024	64102	Check	SKYLER D WYNN	-139.57
08/01/2024	64106	Check	MASON A ROBERTS	-109.97
08/01/2024	64114	Check	GH HOMES LLC	-52.16
09/03/2024	64233	Check	NICHOLAS KRONE	-11.98
09/03/2024	64235	Check	MELANIE L WARD	-122.64
09/03/2024	64237	Check	AMY LEACH	-47.13
09/03/2024	64238	Check	JACKSON BRUCKNER	-185.03
09/03/2024	64249	Check	RHIANNA K BEAN-BEISSER	-122.64
09/03/2024	64250	Check	DUSTIN J ZIMMERMAN	-112.90
09/10/2024	64312	Check	TAMMY M SMITH	-175.00
09/11/2024	64315	Check	GOLDEN CIRCLE MUNIC OFFICERS A	-20.00
09/20/2024	64355	Check	STOREY KENWORTHY/MATT PARROTT	-90.98
Total Outstanding Checks (31)				-3,330.65

Voided Checks

Item Date	Reference	Item Type	Description	Amount
09/10/2024	64253	Check	Void Check	0.00
09/10/2024	64254	Check	Void Check	0.00
09/10/2024	64258	Check	Void Check	0.00
09/10/2024	64264	Check	Void Check	0.00
09/10/2024	64288	Check	Void Check	0.00
09/10/2024	64296	Check	Void Check	0.00
09/13/2024	64325	Check	Void Check	0.00
Total Voided Checks (7)				0.00



Bank Statement Register

Transaction Summary

Transaction Type	Count	Outstanding	Cleared	Total
Bank Draft	48	0.00	-268,857.28	-268,857.28
Check	192	-3,330.65	-1,141,244.76	-1,144,575.41
Deposit	198	0.00	1,201,115.94	1,201,115.94
EFT	5	0.00	-226,798.22	-226,798.22
		-3,330.65	-435,784.32	-439,114.97



Bank Statement Register

Iowa Public Agency Investment Trust

Period 9/1/2024 - 9/30/2024

Packet: BRPKT00271

Bank Statement		General Ledger	
Beginning Balance	22,291,119.20	Account Balance	22,291,119.20
Plus Debits	0.00	Less Outstanding Debits	0.00
Less Credits	0.00	Plus Outstanding Credits	0.00
Adjustments	89,072.38	Adjustments	89,072.38
Ending Balance	22,380,191.58	Adjusted Account Balance	22,380,191.58

Statement Ending Balance	22,380,191.58
Bank Difference	0.00
General Ledger Difference	0.00

CASH BALANCE CONSISTS OF THE FOLLOWING GENERAL LEDGER ACCOUNTS

001-000-1150	IPAIT - GENERAL FUND 11763 MM
110-000-1159	IPAIT - ROAD FUND 125
121-000-1150	IPAIT - LOSST 128
167-000-1150	IPAIT - LIBRARY T&A MM 110
200-000-1162	IPAIT - DEBT SERVICE 124
306-000-1150	IPAIT - CITY CAMPUS 131
325-000-1150	IPAIT - STREETS MASTER PLAN 133
327-000-1150	IPAIT - GRANT ST S/COMMUTER LOOP 126
333-000-1150	IPAIT - DITCH 2 CREEK IMPROVEMENT 112
335-000-1150	IPAIT - PARKS 109
337-000-1150	IPAIT - THE CROSSING
338-000-1150	IPAIT - MAINSTREET STORMWATER 118
340-000-1150	IPAIT - UNDRPASS HWY65 114
341-000-1150	IPAIT - TIF PARKLAND 115
342-000-1150	IPAIT - IST & MAIN ECON
344-000-1150	IPAIT - 16TH ST NE - GRANT TO PLEASANT
346-000-1150	IPAIT - CITY HALL
347-000-1150	IPAIT - BRIDGE INTERSECTION 121
348-000-1150	IPAIT - NE STWATER EXPAN/DOWNSTRM CAP 122
350-000-1150	IPAIT - PROJECT BLUEJAY 202
351-000-1150	IPAIT - LIBRARY EXPANSION 129
353-000-1150	IPAIT - OMEGA 120
354-000-1150	IPAIT - COMMERCE CROSSING
355-000-1150	IPAIT - CENTRAL DISTRICT STORMWATER 134
356-000-1150	IPAIT - CERTIFIED SITE IMPROVEMENTS 132
500-000-1150	IPAIT - CEMETERY T/A 108
600-000-1151	IPAIT - WATER OPERAT 104
600-000-1159	IPAIT - UTILITY DEPOSITS 111
610-000-1151	IPAIT - SEWER OPERAT 103

610-000-1153	IPAIT - NW TRK SEWR EXT 117
610-000-1154	IPAIT - SEWER RESERVE 201
741-000-1150	IPAIT - STORM WATER RESERVE 2020E 130

Adjustments

Item Date	Reference	Item Type	Description	Offsetting Account Number	Amount
09/30/2024	MISC0000237	Interest	INTEREST	001-950-4-4300	5,300.77
09/30/2024	MISC0000253	Interest	INTEREST	325-210-4-4300	13,817.90
09/30/2024	MISC0000252	Interest	INTEREST	356-520-4-4300	15,333.77
09/30/2024	MISC0000251	Interest	INTEREST	306-150-4-4300	19,477.53
09/30/2024	MISC0000250	Interest	INTEREST	741-865-4-4300	631.78
09/30/2024	MISC0000249	Interest	INTEREST	121-950-4-4301	812.27
09/30/2024	MISC0000248	Interest	INTEREST	327-210-4-4300	612.43
09/30/2024	MISC0000247	Interest	INTEREST	110-210-4-4300	1,005.17
09/30/2024	MISC0000254	Interest	INTEREST	355-865-4-4300	10,304.39
09/30/2024	MISC0000246	Interest	INTEREST	200-125-4-4300	518.56
09/30/2024	MISC0000244	Interest	INTEREST	610-815-4-4300	159.93
09/30/2024	MISC0000243	Interest	INTEREST	600-810-4-4300	1,493.80
09/30/2024	MISC0000242	Interest	INTEREST	167-410-4-4300	24.57
09/30/2024	MISC0000241	Interest	INTEREST	335-430-4-4300	9,118.27
09/30/2024	MISC0000240	Interest	INTEREST	500-450-4-4300	113.58
09/30/2024	MISC0000239	Interest	INTEREST	600-810-4-4300	2,991.56
09/30/2024	MISC0000238	Interest	INTEREST	610-815-4-4300	6,867.75
09/30/2024	MISC0000245	Interest	INTEREST	347-520-4-4300	3.48
09/30/2024	INT0001147	Interest	INTEREST	610-815-4-4300	484.87
Total Adjustments (19)					89,072.38



Bank Statement Register

Cemetery Perpetual Care

Period 9/1/2024 - 9/30/2024

Packet: BRPKT00270

Bank Statement

General Ledger

Beginning Balance	3,725.10	Account Balance	3,725.10
Plus Debits	0.00	Less Outstanding Debits	0.00
Less Credits	0.00	Plus Outstanding Credits	0.00
Adjustments	14.65	Adjustments	14.65
Ending Balance	3,739.75	Adjusted Account Balance	3,739.75

Statement Ending Balance	3,739.75
Bank Difference	0.00
General Ledger Difference	0.00

CASH BALANCE CONSISTS OF THE FOLLOWING GENERAL LEDGER ACCOUNTS

500-000-1111 SAVINGS - CEMETERY XXX1037

Adjustments

Item Date	Reference	Item Type	Description	Offsetting Account Number	Amount
09/30/2024	MISC0000236	Miscellaneous De	INTEREST	500-450-4-4300	14.65
Total Adjustments (1)					14.65

Special Event Packet



Special Event Permit—Guidelines and Requirements

As an individual or organization requesting use of City of Bondurant public property or right-of-way for a special event, you have basic responsibilities to fulfill in order to conduct your event with the approval of the City of Bondurant. The public property may include the use of the streets, trail system, or parkland. Receiving approval from the City of Bondurant does not preclude responsibility for any additional permits or approvals by the City or related to state and federal regulations. The City reserves the right to impose special guidelines and restrictions based on the nature of the proposed event and its attendant circumstances.

The City of Bondurant will determine whether an event is classified as a Special Event if outside of the description stated. The following general guidelines and responsibilities apply to activities such as parades, runs/walks, athletic events, street fairs, outdoor concerts, block parties, bicycling events, and/or fundraisers.

- A. Upon issuance of the Special Events Permit, the applicant must comply with insurance provisions requiring a certificate of Insurance naming the City of Bondurant and its officials, agents, employees, and board members as a co-insured in the following amounts: General Liability and Dram Shop Insurance (if serving alcohol) coverage in an amount not less than \$1,000,000 per occurrence. Please note that insurance requirements are waived for neighborhood-based block parties.
- B. The application must include a **map of the specific area** to be used or route to travel. The map must delineate the City property to be used (Streets/Sidewalks/Trails/Parks, etc.) start and finish points and direction of flow, if applicable, as well as location(s) of outdoor toilet, trash receptacles, street barricades, and liquor dispensing area(s), if any.
- C. The applicant must comply with all federal, state, county, and city laws; ordinances and regulations including all regulations adopted and established by the city.
- D. The applicant must assume extra costs, if applicable, associated with public safety and sanitation at the level of service required by the City of Bondurant. This includes the number and type of barricades, number of portable toilets and trash receptacles, and the number and hours of police/security officers or other city staff as required.
- E. If alcoholic beverages are to be sold or an entrance or admission is charged for an event at which alcoholic beverages will be served, a [Liquor Permit](#) and [Dram Shop Insurance](#) will be required. This permit, which is not included in the application for the Special Event Permit, requires consideration and approval by the Bondurant City Council and, in most instances, requires approval by the State of Iowa.
- F. If the event is held in a secured area, allowance must be made for access for fire emergencies including a minimum of two (2) exits. Events held on public streets must include an allowance for a continuous, through traffic lane for use by public safety personnel in an emergency. Council approval and [type III barricades](#) are always required for any street closure. The barricades must be sufficient as to completely close the street or roadway but yet be easily and quickly removable solely for emergency vehicle access.
- G. The use of a tent more than 200 square feet (enclosed) or canopy style (open on three sides) of more than 400 square feet require proof of the retardancy from the manufacturer or supplier as well as the proposed location and intended use of the tent.
- H. Signage for the event must adhere to the City's Sign Ordinance. Compliance may require a sign permit, issued by the [Planning and Development Department](#).

- 
- I. City Code section 53.03 for commercially zoned areas states the music end time is 12:00 midnight Sunday-Thursday and 2:00 AM Friday and Saturday. For residentially zoned areas the music end time is 10:00 PM Sunday-Thursday and 12:00 midnight Friday and Saturday. If the event will utilize amplified sound a [noise permit](#) will be needed. As indicated above, the cost of the permit, issued by the City Clerk must be included in the application fee for the Special Event Permit.
 - J. Any valid complaint of disturbance of the peace will result in a warning and if it continues, it shall be reason to terminate the event/block party.
 - K. The following number of portable toilets is required in accordance with estimated event attendance: For events with alcohol, one portable toilet for every 150 people and for events without alcohol, or one portable toilet for every 250 people.
 - L. The applicant must utilize police/security officers if recommended by the City or Polk County Sherriff Office. When alcohol is available at the event, the applicant must comply with the recommendations. In some instances off-duty officers may be hired; contact the Polk County Sherriff's office for details.
 - M. The applicant must propose a plan to address sanitation/garbage collection for the event.
 - N. If the event requires the closure of public streets, a separate page will need to list all property owners impacted by the street closure with their printed name, signature, and address. All property owners in the immediate affected area to be blocked off shall be notified in advance of the street closure.
 - O. Depending on the estimated event attendance consider contracting emergency medical services to be prepared in case of a medical emergency.

Special Event Application

Please complete this form and submit along with applicable fees to the City Clerk's Office, 200 2nd St NE, Bondurant, IA 50035 at least 30 days prior to proposed event. If you need additional space to describe your event, please attach additional pages to this application. Advertising your event prior to receiving a signed Special Event Application is discouraged.

(Please Print)

Event Name Flames of Gratitude **Date(s) of Event** 10/19/24
Location Bondurant Trailhead (Depot) & Bondurant Emergency Services
(Applicants must attach a map of the event layout that includes details like tent locations, portable restroom locations, sound stage, etc.)
Setup Time 9:30a **Starting Time** 11am **Ending Time** 1pm

(Please Print)

Organization Hosting Event City of Bondurant
Contact Person Katie Klus **Day Phone** 5156306982
Email kklus@cityofbondurant.com
Addl. Contact _____ **Day Phone** _____
Email _____

Type of Event:

Check all that apply.

☐
☐
☐
☒

Parade

Fair/Festival

Bicycle Event

Other (please explain)

☐
☐

Fundraiser

Outdoor Concert

☐
☐

Walk/Run Event

Block Party

appreciation event

Describe the Event (please attach additional pages if necessary):

This event is to honor the decades of service by volunteer fire/EMT to the City of Bondurant. The event will include a small program and a meal.

City Properties: Trailhead/The Depot | Lake Petocka | City Park | BRSC

Event Details:

(provide estimated counts)

Estimated Attendance 150
 Trash Containers 4
 Portable Toilets 0

Open to the general public? ☒ Yes ☐ No
 Tents ☒ Yes ☐ No
 Inflatable Houses/Toys ☐ Yes ☒ No
 Amplified Music ☐ Yes ☒ No
 Alcoholic Beverages ☐ Yes ☒ No
 Banners/Signs ☐ Yes ☒ No

Vendors:

(provide estimated counts)

Individual food and beverage vendors must obtain a Temporary Event License from the Iowa Department of Inspections and Appeals. The Event organizer will be responsible for this information. Failure to do so may result in fines or closing of the vendor.

• Number of Vendors 0
 • List of Vendors and/or Type of Vendor

- Permits for *Mobile Food Vendors* are required for food truck vendors per City Ordinance ([Chapter 125](#)). Current [application](#) and license must be on display in the Mobile Food Unit.
- Banners/Signs may be placed along roadways to guide people to your event, but in no way may be affixed to trees, street signs, park signs or City buildings. Signs are to be removed immediately following event. Grounds markings are allowed, however spray paint is prohibited—chalk or signage would be more appropriate. Failure to do so will result in maintenance fees and/or fines according to littering ordinances.
- Trash and debris cleanup: depending on the event attendance, a dumpster may be required. Park trash cans are for daily park users. Event attendance over 75 will required additional trash cans. Metro Waste Authority offers Event Recycling Stands that should be considered.

Special Provisions: (city provided—for example: trash containers, barricades, etc.)

Is there any special assistance that you will need the City to provide? ☒ Yes ☐ No

Will you need to [borrow barricades](#) from the City? ☒ Yes ☐ No

(This is available for not-for-profit organizations and residents. Businesses must provide their own barricades. If yes, indicate on your event layout map the location of the barricades and the location where the trailer needs to be dropped off by Public Works. Barricades will be dropped onsite during business hours and picked up at the same location after the event. The street shall be opened for vehicular traffic no later than the concluding time of the event. The Special Event applicant is responsible and will be billed for all damages or lost barricades. The fee for damaged or lost barricades may be up to \$300.)

Address trailer is to be parked at: BES Building

Will you need to [close the street](#) for your event? ☒ Yes ☐ No

(Closure of all streets require City Council approval. If yes, indicate on your event layout map the location of the street closures and obtain signature from all property owner impacted by the street closure.)

Will you need portable restrooms? ☐ Yes ☒ No

(See required amount enclosed in the application guidelines on pg. 2. If yes, they are at your expense.)

Provide details about the event garbage collection plans: _____

Will you charge admission / registration fees:

☐ Yes ☒ No

If yes, is this for profit or not for profit? _____ A special event application fee may apply.

Will there be product for sale on site?

☐ Yes ☒ No

(If yes, product liability insurance may be required for sales of food and drinks. Please contact the [Polk County Health Department](#) for details.)

Will alcohol be served or sold?

☐ Yes ☒ No

A [liquor permit](#) and [Dram Shop Insurance](#) are required for the sale of alcohol to the public during any event (required whether an admission fee is charged or not). City Council approval is required for the sale or service of alcohol. If alcohol is served, additional security may be required. Off-duty [Polk County Sheriff](#) deputies may be hired to provide additional security. Contact Polk County Sheriff Office at 515-286-3333.

Will you be using outdoor tents great than 200 square feet?

☐ Yes ☐ No

Will you be using an outdoor canopy greater than 400 square feet?

☐ Yes ☒ No

Will you be using inflatable rides or devices?

☐ Yes ☒ No

(If yes, location of the inflatable must be shown on the event layout map that must be submitted with this application.)

Will your event interfere with vehicle traffic?

☒ Yes ☒ No

(If yes, provide a map of the route and how traffic control will be administered. Contact [Polk County Sheriff Office](#) for traffic/crowd safety 515-286-3333)

Will your event require a first aid booth, fire/rescue units present during the event?

☐ Yes ☒ No

Will you be shooting off fireworks?

☐ Yes ☒ No

(If yes, a fireworks permit is required. Contact the City Clerk's office at 515-630-6983)

Will you be posting [temporary signage](#)?

☐ Yes ☒ No

(If yes, a temporary sign permit and fee may be required. Contact the Planning and Development Department at 515-630-6985. Also, please indicate on your event layout map the location of the signs.)

Will you need access to a water source?

☐ Yes ☒ No

(Additional charges may apply. If yes, what is the water to be used for?) _____

Will you be using amplified sound?

☐ Yes ☒ No

(If yes, a \$20 fee for a day or less or \$40 for more than a day is required at the time this application is submitted in order to obtain a noise permit)

Provide a description of the sound equipment that will be used during the event: _____

Will you need access to electricity?

☒ Yes ☐ No

(If yes, please explain. Additional fees may apply) _____

Electricity is limited and in most cases will need to be provided by the applicant.

I hereby certify the included statements are true and correct, to the best of my knowledge, and that false statement(s) may be grounds for denial of this application. It is understood that activities at all times during the event shall comply with all applicable City ordinances. It is further understood the individual and the organization or association will be responsible for any and all damages arising as a result of this event, and, if this application is approved by the City, the applicant shall be required to execute a Special Event Permit—Hold Harmless Agreement waiving any and all claims which the applicant may have as a result of this event against the City of Bondurant, Iowa, its officials, agents, employees, or board members. It is further understood a certificate of public liability insurance will be required before conducting the proposed event.

An event for which a Permit has either not been obtained or which is in violation occurs will be subject to a municipal infraction up to \$750.

I have read the Special Event Application guidelines and requirement for issuance of the permit. I understand the conditions under which it is issued and agree to comply with these conditions for this event. I, or the organization I represent, have met or will meet all requirements established by the City. Further, I understand that if all requirements are not met, the Special Event Permit can be canceled by the City at any time including at the state of or during the event. If this event is sponsored by an organization, I hereby certify I have the legal authority to represent the applicant and/or the participants. It is further understood the City of Bondurant has the authority to grant or deny permission for this event.

Signature **Katie Klus** Digitally signed by Katie Klus
Date: 2024.09.17 16:00:00 -05'00'

Date **9/17/24**

Printed Name **Katie Klus**

City Official Signature _____ Date _____

The Privacy Act of 1974 requires 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 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.

Check List and Fee Table to Calculate your application fee:

(no charge for not for profits, schools, and/or school organizations and city/county and/or city/county organizations)

☐ Noise Permit Fee	\$20/a day or less \$40/more than a day		Please make check payable to The City of Bondurant.
☐ Temporary Sign Permit Fee	\$10/ 30 days		
☐ Certificate of Insurance with City names as additional insured		n/c	
☒ Map of event area layout			
☐ List of signatures and addresses of the impacted households by a street closure			
TOTAL DUE WITH APPLICATION			

Special Event Signature Form

Printed Name

Signature

Address

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper has a slight shadow on the right side, suggesting it's resting on a surface. There is no handwriting or other markings on the paper.

Grain St NE

Main St NE

Fire
ment



Main St SE

Railroad St SE

Railroad St SE

Main

10

11



State of Iowa

Alcoholic Beverages Division

Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
CASEY'S MARKETING COMPANY	CASEY'S #4396	(515) 304-4586		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
1130 2nd Street Northwest		Bondurant	Polk	50035
MAILING ADDRESS	CITY	STATE	ZIP	
1 Southeast Convenience Boulevard	Ankeny	Iowa	50021	

Contact Person

NAME	PHONE	EMAIL
LICENSING TEAM	(515) 381-4090	licensingteam@caseys.com

License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
	Class E Retail Alcohol License	12 Month	Submitted to Local Authority

TENTATIVE EFFECTIVE DATE	TENTATIVE EXPIRATION DATE	LAST DAY OF BUSINESS
Dec 12, 2024	Dec 11, 2025	

SUB-PERMITS

Class E Retail Alcohol License



State of Iowa

Alcoholic Beverages Division

PRIVILEGES

Status of Business

BUSINESS TYPE

Corporation

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
SAMUEL JAMES	Ankeny	Iowa	50021	PRESIDENT	0.00	Yes
BRIAN JOHNSON	Johnston	Iowa	50131	VICE PRESIDENT	0.00	Yes
SCOTT FABER	Johnston	Iowa	50131	SECRETARY	0.00	Yes
ERIC LARSEN	Ankeny	Iowa	50023	TREASURER	0.00	Yes
DOUGLAS BEECH	Ankeny	Iowa	50021	ASSISTANT SECRETARY	0.00	Yes

• Companies

COMPANY NAME	FEDERAL ID	CITY	STATE	ZIP	% OF OWNERSHIP
CASEY'S MARKETING COMPANY	42-1435913	Ankeny	Iowa	50021	100.00



State of Iowa

Alcoholic Beverages Division

Insurance Company Information

INSURANCE COMPANY

POLICY EFFECTIVE DATE

POLICY EXPIRATION DATE

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE
DATE

OUTDOOR SERVICE EXPIRATION
DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE
DATE

TEMP TRANSFER EXPIRATION
DATE

Tax Abatement Applications
October 7, 2024
City of Bondurant

Name	Address	Closing Date	Cost
Mary Harshman	225 11 th Court, NW	3/21/2023	\$444,549
Jaide Spies	3511 Linden Drive, SW	9/3/2024	\$302,000



**BUSINESS OF THE CITY COUNCIL
BONDURANT, IOWA
AGENDA STATEMENT**

Item No. 5.e.
For Meeting of 10/7/2024
Receive and File

TITLE: Community Planning Month Proclamation

CONTACT PERSON:

Maggie Murray, Planning & Community Development Director
Isaac Pezley, City Planner

BRIEF HISTORY & ANALYSIS: October is National Community Planning Month, a time to celebrate and highlight the critical role that long-range planning plays in shaping vibrant, resilient communities. Planning is an essential tool for enhancing the quality of life for our residents, promoting economic growth, and fostering sustainability for future generations. This month, we recognize the significant efforts that have gone into developing and adopting key planning documents that will guide our city's future, including the:

- Building Bondurant Comprehensive Plan
- Central District Stormwater Management Plan (*2023 Iowa APA Award-Winning Plan*)
- Civic Campus Master Plan (*2023 Iowa APA Award-Winning Plan*)
- City Park Master Plan (*2022 Iowa APA Award-Winning Plan*)
- Art, Culture & Wayfinding Master Plan
- Grain District Downtown Redevelopment Plan
- Bondurant Regional Commercial Master Plan
- Parks, Trails & Greenways Master Plan

Each of these plans embodies the community's vision and aspirations for preserving Bondurant's strong hometown character while ensuring that our city adapts to growth and evolving needs over the coming decades.

Additionally, we recognize the crucial role that public feedback plays throughout the long-range planning process. The City of Bondurant is committed to inclusive and transparent community engagement, ensuring that residents' voices are heard and integrated into the decisions shaping the city's future.

Thank you to members of the Planning & Zoning Commission and the City Council for

your dedication to participating in the community's long-range planning efforts. Your work is instrumental in shaping the future of Bondurant and ensuring a vibrant community for generations to come.

FUNDING SOURCE: N/A

STAFF RECOMMENDATION:

APPROVED FOR SUBMITTAL:

ATTACHMENTS:

1. Community Planning Month Proclamation



COMMUNITY PLANNING MONTH PROCLAMATION

WHEREAS, change is constant and affects all cities, towns, suburbs, counties, boroughs, townships, rural areas, and other places; and

WHEREAS, community planning and plans can help manage this change in a way that provides better choices for how people work and live; and

WHEREAS, community planning provides an opportunity for all residents to be meaningfully involved in making choices that determine the future of their community; and

WHEREAS, the full benefits of planning requires public officials and citizens who understand, support, and demand excellence in planning and plan implementation; and

WHEREAS, the month of October is designated as National Community Planning Month throughout the United States of America and its territories, and

WHEREAS, American Planning Association endorses National Community Planning Month as an opportunity to highlight how planning is essential to recovery and how planners can lead communities to equitable, resilient and long-lasting recovery; and

WHEREAS, the celebration of National Community Planning Month gives us the opportunity to publicly recognize the participation and dedication of the members of planning commissions and other citizen planners who have contributed their time and expertise to the improvement of the City of Bondurant; and

WHEREAS, we recognize the many valuable contributions made by professional community and regional planners of the City of Bondurant and extend our heartfelt thanks for the continued commitment to public service by these professionals;

NOW, THEREFORE, BE IT RESOLVED THAT, the month of October 2024 is hereby designated as **Community Planning Month** in the City of Bondurant in conjunction with the celebration of National Community Planning Month.

Adopted this _____ day of _____, 2024.

(SEAL)

Chief Elected Official

Clerk



**BUSINESS OF THE CITY COUNCIL
BONDURANT, IOWA
AGENDA STATEMENT**

Item No. 5.f.
For Meeting of 10/7/2024
Receive and File

TITLE: Receive & File - Library Board Meeting Minutes of September 6, 2024, &
Director's Report

CONTACT PERSON:

BRIEF HISTORY & ANALYSIS:

FUNDING SOURCE:

STAFF RECOMMENDATION:

APPROVED FOR SUBMITTAL:

ATTACHMENTS:

1. September 6, 2024 Library Board Meeting Minutes
2. Director's Report



Meeting Minutes
Bondurant Community Library | Library Board of Trustees
Thursday, September 5, 2024

Call to order: Meeting called to order at 6:00 PM by President Bryant.

1. **Roll Call:** *Members Present:* Josh Bryant, Julie Bergeson, Amber Flinn, Jen Keeler, Travis Appelgate and Mike Kramer. Sue Ugolini and Amber Flinn attended virtually. Director Sanders and Assistant Director Klinker-Feld were also present.

Guests present: Tara Cox, City Council Liaison

2. **Perfecting and Approving the Agenda:** Motion to approve the agenda by Keeler, seconded by Bergeson. Motion carried.

3. **Approval of Consent Agenda:**

- a. Minutes of past meeting – August 2024
- b. Financial Report
- c. Approve Warrant list / authorize expenditures
- d. Staff Report – August 2024
- e. Director's Report – August 2024
- f. Statistics – August 2024

Director Sanders highlighted notable increases in door count and various circulation items. Motion to approve the above consent agenda by Keeler, seconded by Kramer. Motion carried.

4. **Public Comments:** None.

5. **Library Foundation Update:** None.

6. **Friends of the Library Update:** Upcoming fundraiser: Puzzle Competition on October 23, 2024 at 6:30 PM.

7. **City Council Liaison Report:** City Park continues to progress with playground equipment due to be installed mid-September. Planning for groundbreaking of new EMS Building. City Council will have upcoming discussions and decisions regarding DART Bus services.

8. **Old Business:** None.

9. **New Business:**

a) Trustee Training: Assistant Director Klinker-Feld provided an update and demonstration of the new Holds Locker software system and then a hands-on experience of using the Holds Locker. Staff are happy with the product and usage of the locker.

b) Discuss/Approve Library Director new hire. Motion to offer Michell Kinker-Feld the role of Library Director by Ugulini and seconded by Kramer. President Bryant and Marketa Oliver will work on a contract. Director Sanders will begin the job search for a new Assistant Director.

c) Review/Approve Sex Offender Policy. Motion to approve by Keeler, seconded by Bergeson. Motion carried.

10. Board President Items: None.

12. Adjournment: Motion to adjourn at 6:15 PM by Keeler, seconded by Appelgate. Motion carried.

Next Meeting: September 4, 2024 at 6 PM.



Librarian items September, 2024

- The flagpole has been fixed by Public Works staff.
- Director Sanders attended the Library Foundation meeting on September 18. Assistant Director Klinker-Feld attended the Friends of the Library meeting on September 25.
- Director Sanders and Assistant Director Klinker-Feld attended the Prairie Meadows/Polk County Awards Luncheon on September 16. This is in recognition of the Polk County Community Betterment Grant the Library Foundation received for the Library of Things.
- Director Sanders and Assistant Director Klinker-Feld attended the Association for Rural and Small Libraries Conference in Springfield, MA, from September 10 through September 14. They attended many sessions covering many topics.
- Assistant Director Klinker-Feld is researching an alternative to how patrons can reserve library meeting rooms and study rooms.
- Assistant Director Klinker-Feld attended a meeting with city staff and Greater Des Moines Art Foundation representative to discuss a possible sculpture to be installed at the library. More details will follow in November with the Library Board to approve the request for artists.
- Children's Librarian Suhr helped with the city's B-Safe Outdoors program here at the library on September 11.

Iowa Librarians at the Dr. Seuss Sculpture Park in Springfield, MA.



Staff Update:

- Attended the Association for Rural and Small Libraries Conference in Springfield, MA:
 1. “Welcome Breakfast & Keynote with Celeste Ng”
 2. “HR for Small & Rural Libraries”
 3. “Survival Tips for the New Library Director”
 4. “Tips for Improving the Interview Process for Volunteers, Staff, Board Members & You!”
 5. “Breakfast & Keynote with Emily Nagoski—Burnout & the Secret to Unlocking the Stress Cycle”
 6. “Creating Gender-Inclusive Spaces: A Guide for Library Staff”
 7. “We’re Bringing the Big Library Energy”
 8. “Feeding Your Community: Mind, Body, & Soul”
 9. “Diary of a Memory Café”
 10. “Dungeons, Dragons & More: Community Engagement & RPGs at your Library”
- Attended Prairie Meadows/Polk County Awards Luncheon
- Attended City Council meetings on 9/16 and 9/30
- Attended Friends of the Library meeting on 9/25
- State Library Learning Circuit “Trending Technology and the Future of Your Library”

Megan:

- Kids Lib meeting
- Pop YS – Holidays in the Library
- Check it Out – September
- Iowa Library for the Blind “Accessible Library Youth Programs”

Carly:

- Pride in Practice: LGBTQ+ Library Workers' Perspectives on Mental Health
- Heather Gudenkauf author reading

- Kids Lib
- Engaging Beyond Our Walls
- Supercharged Story Time Course with the State Library
 - Oral Language/Talking
 - Interactive Reading
 - Intentionality
 - Early Literacy Planning Tools
 - Phonological Awareness
 - Print Awareness/Concepts
 - Engaging with Parents and Caregivers - Early Literacy Begins at Home
 - Early Literacy Asides Using the When/We Format
 - Engaging with Parents and Caregivers - Early Literacy Through Adult-Child Activities
 - Letter Knowledge
 - Vocabulary and Background Knowledge
 - Vocabulary: Knowing Words
 - Background Knowledge
 - Conceptual Thinking and Content Knowledge
 - Book/Story Knowledge

Jennifer:

- Attended Ad-Lib on 9/18
- Read Library Marketing and Communications book

Events in August:

- 12 Story Times at the Library
- 4 Sessions of Baby Story & Play
- 8 Sessions of Fit for Life!
- Adult Craft Night
- Adult Crafternoon
- Book Discussion for Adults
- Estate Planning Workshop
- Books on Tap book discussion at Reclaimed Rails
- MAC Basics Lunch and Learn
- MAC Basics Workshop
- Book Club for grades 3-5
- Book Club for grades 6-8
- Teens Only Sunday Funday
- Pokémon Club
- STEAM Club
- After School Craft
- After School Movie
- After School BINGO
- After School Open Play
- Smokey Bear Reading Challenge during September
- LIBRARY CLOSED SEPTEMBER 1 AND 2 FOR LABOR DAY

Stats for September, 2024

- Total Circulation for the month 8,994, With 7,435 last year at this time.

- On-line usage (e-Books, Downloadable music, Hoopla (music, ebooks, streaming video), Rocket Language, Brainfuse, Adventure Pass 2,688, last year 1,898.
- Door Count 3,981, last year 3,860.
- Assisting patrons by phone, with the catalog, computers, etc. 511 and 667 last year.
- Story times- 16 were held with 335 attending last year 21 program with 238 attending.
- Total programming attendance 840 for adults, youth and children 668 last year.
- Internet usage in house was 768, last year 711, - 1,124 Wi-Fi users 2,091 last year, 104 hotspot were used this past month last year 98.
- Meeting room –September had 119 reservations by the community, last year 121.
- Issued 52 new library cards. Last year we issued 43 cards during the month of September.
- The library did 43 requests for materials from other libraries and provided 116 to other libraries.
- 172 items were added to the collection and 61 were removed.
- 91 Mobile Printing, 29 last year .
- 32 patrons used the Tablet Station, last year 72



**BUSINESS OF THE CITY COUNCIL
BONDURANT, IOWA
AGENDA STATEMENT**

Item No. 5.g.
For Meeting of 10/7/2024
Resolution

TITLE: - Resolution approving action to order construction and set date of bid letting and public hearing for the Civic Campus Phase 2 Improvements Project

CONTACT PERSON:

John Horton, Public Works Director

BRIEF HISTORY & ANALYSIS: On June 17th, 2024, City Council approved an amendment to the professional services agreement with Veenstra and Kim for design work on the Civic Campus/Certified site area. Staff and engineers from Veenstra & Kim have been working behind the scenes on coordination and design issues with Iowa DOT for the intersection improvements that are being called Civic Campus Phase 2. Plans have been finalized and are ready to go out for bidding.

As a reminder, Phase 2 of this project is RISE funded and the City was also awarded an amendment to our initial RISE request to offset the added construction requested by Iowa DOT District Staff.

The attached resolution is to begin the process of taking bids for the Civic Campus Phase 2 Improvements Project.

FUNDING SOURCE: Bond Funds/ RISE Grant

STAFF RECOMMENDATION: Approve resolution on a roll call vote.

APPROVED FOR SUBMITTAL:

ATTACHMENTS:

1. RESOLUTION NO. 241007-211
2. 3 Notice of Public Hearing 42892-2
3. 4 Notice to Bidders 42892-2

CITY OF BONDURANT
RESOLUTION NO. 241007-211

RESOLUTION APPROVING ACTION TO ORDER CONSTRUCTION AND SET DATE
OF LETTING AND PUBLIC HEARING FOR THE CIVIC CAMPUS PHASE 2
IMPROVEMENTS PROJECT

WHEREAS, the City Council orders construction for the Civic Campus Phase 2 Improvements Project; AND

WHEREAS, bids are due and will be opened October 30th, at 2:00 pm at the Bondurant Community Library 104 Second St. NE Bondurant, Iowa 50035; AND

WHEREAS, a public hearing on the proposed plans, specifications, form of contract, and estimate of cost is scheduled for October 21st, 2024, at 6:00 p.m. in the Bondurant Community Library at 104 Second Street NE, Bondurant, Iowa 50035; AND

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Bondurant, Iowa, that the action to order construction, setting date for public hearing, and date of bid letting for the Civic Campus Phase 2 Improvements Project is hereby approved as presented.

Passed this 7th day of October 2024,

By: _____
Doug Elrod, Mayor

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

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

Shelby Hagan, City Clerk

Council Action	Ayes	Nays	Abstain	Absent
Cox				
Peffer				
Sillanpaa				
McKenzie				
Driscoll				

NOTICE OF PUBLIC HEARING

NOTICE OF PUBLIC HEARING ON PROPOSED PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COST FOR THE CONSTRUCTION OF THE CIVIC CAMPUS IMPROVEMENTS - PHASE 2 FOR THE CITY OF BONDURANT, IOWA

At 6:00 P.M. on the 21st day of October 2024, the City Council of the City of Bondurant, Iowa will, in the Meeting Room at the Bondurant Community Library, 104 Second Street NE, Bondurant, Iowa, hold a hearing and said Council proposes to adopt plans, specifications, form of contract and estimate of cost for the Civic Campus Improvements - Phase 2 project.

The description of the project is as follows:

CIVIC CAMPUS IMPROVEMENTS - PHASE 2

Construct Civic Campus Improvements - Phase 2 including all labor, materials, and equipment necessary to construct approximately 20,000 square yards of new 8 inch PCC Pavement 31 to 43 foot B-B, 4,500 square yards of 10 inch PCC highway lane widening, 5,000 lineal feet of 12 inch PVC watermain, 3,500 lineal feet of 8 to 12 inch sanitary sewer, 1,800 linear feet of 8 inch force main, 5,200 lineal feet of 15 to 42 inch storm sewer, intakes, storm and sanitary manholes, hydrants, valves, earthwork, traffic signals, surface restoration, traffic control, and miscellaneous associated work, including cleanup.

At said hearing, the City Council will consider the proposed plans, specifications, form of contract and estimate of cost for the project, the same now being on file in the office of the City Clerk at the City Hall, 200 Second Street NE, Bondurant, Iowa, reference to which is made for a more detailed and complete description of the proposed improvements, and at said time and place the said Council will also receive and consider any objections to said plans, specifications and form of contract or to the estimated cost of said improvements made by any interested party.

This notice is given by order of the Council of the City of Bondurant, Iowa.

Doug Elrod, Mayor

ATTEST:

Marketa Oliver, City Administrator

NPH-1

42892-2

NOTICE TO BIDDERS

NOTICE OF TAKING BIDS FOR THE CIVIC CAMPUS IMPROVEMENTS - PHASE 2 FOR THE CITY OF BONDURANT, IOWA

Sealed proposals will be received by the City Clerk of the City of Bondurant, Iowa, at the City Hall, 200 Second Street NE, Bondurant, Iowa, before 2:00 P.M. on the 30th day of October, 2024 for the construction of the Civic Campus Improvements - Phase 2, as described in the plans and specifications therefor, now on file in the office of the City Clerk. Proposals will be opened, and the amount of the bids announced in the Meeting Room at the Bondurant Community Library, 104 Second Street NE, Bondurant, Iowa by the City Administrator and Project Engineers at the time and date specified above.

The location of the work to be done and the kinds and sizes of materials proposed to be used are as follows:

CIVIC CAMPUS IMPROVEMENTS - PHASE 2

Construct Civic Campus Improvements - Phase 2 including all labor, materials, and equipment necessary to construct approximately 20,000 square yards of new 8 inch PCC Pavement 31 to 43 foot B-B, 4,500 square yards of 10 inch PCC highway lane widening, 5,000 lineal feet of 12 inch PVC watermain, 3,500 lineal feet of 8 to 12 inch sanitary sewer, 1,800 linear feet of 8 inch force main, 5,200 lineal feet of 15 to 42 inch storm sewer, intakes, storm and sanitary manholes, hydrants, valves, earthwork, traffic signals, surface restoration, traffic control, and miscellaneous associated work, including cleanup.

All work and materials are to be in accordance with the proposed plans, specifications, form of contract and estimate of cost now on file in the office of the City Clerk of Bondurant, Iowa, and by this reference made a part thereof as though fully set out and incorporated herein.

All proposals and bids in connection therewith shall be submitted to the City Clerk of said City on or before the time herein set for said hearing. All proposals shall be made on official bidding blanks furnished by the City, and any alterations in the official form of proposal will entitle the Council, at its option, to reject the proposal involved from consideration. Each proposal shall be sealed and plainly identified.

Each proposal shall be made out on a blank form furnished by the municipality and must be accompanied by bid security, as follows: a certified or cashier's check, drawn on a solvent Iowa bank or a bank chartered under the laws of the United States or a certified share draft drawn on a credit union in Iowa or chartered under the laws of the United States, in an amount equal to five percent (5%) of the bid, or a bid bond executed by a corporation authorized to contract as a surety in the State of Iowa in a penal sum of five percent (5%) of the bid.

NTB-1

42892-2

The bid security should be made payable to the CITY OF BONDURANT, IOWA. The bid security must not contain any conditions either in the body or as an endorsement thereon. The bid security shall be forfeited to the City as liquidated damages in the event the successful bidder fails or refuses to enter into a contract within 10 days after the award of contract and post bond satisfactory to the City insuring the faithful fulfillment of the contract and the maintenance of said work, if required, pursuant to the provisions of this notice and the other contract documents. Bidders will use the bid bond form included in the specifications.

At said hearing, the City Council will consider the proposed plans, specifications, form of contract and estimate of cost for the project, the same now being on file in the office of the City Clerk, reference to which is made for a more detailed and complete description of the proposed improvements, and at said time and place the said Council will also receive and consider any objections to said plans, specifications and form of contract or to the estimated cost of said improvements made by any interested party.

By virtue of statutory authority, a preference will be given to products and provisions grown and coal produced within the State of Iowa, and to Iowa domestic labor, to the extent lawfully required under Iowa statutes; provided that the award of contract will be made to the lowest responsible bidder submitting the lowest responsive bid, which shall be determined without regard to state or local law whereby preference is given on factors other than the amount of the bid. Failure to submit a fully completed Bidder Status Form with the bid may result in the bid being deemed nonresponsive and rejected.

The City Council reserves the right to reject any or all bids, to waive informalities or technicalities in any bid and to accept the bid which it deems to be to the best interest of the City. The City reserves the right to defer acceptance of any proposal for a period not to exceed thirty (30) calendar days from the date of hearing.

The successful bidder will be required to furnish a bond in an amount equal to one hundred percent (100%) of the contract price, said bond to be issued by a responsible surety approved by the City Council and authorized to transact business in the State of Iowa and shall guarantee the faithful performance of the contract and the terms and conditions therein contained, and shall guarantee the prompt payment to all persons, firms, subcontractors and corporations furnishing materials for or performing labor in the prosecution of the work, and the maintenance of improvements in good repair for not less than four (4) years from the time of acceptance of the improvements by the City.

Notice to Bidders

The work will commence within ten (10) calendar days as set out in written Notice to Proceed and shall be substantially completed except final surface restoration by November 28, 2025. All final surface restoration shall be completed by May 29, 2026. Failure to complete the work under the specified schedule will result in liquidated damages of \$2,000.00 per consecutive calendar day until the project is complete, with due allowances for extensions of the contract period due to conditions beyond the control of the Contractor.

Payment for said improvements will be made in cash from sale of general obligation bonds or notes, water revenue bonds or notes, or from such funds as are legally available for said purposes. Any combination of the above methods of payment may be used at the discretion of the City Council.

Payment to the Contractor will be on the basis of monthly estimates equivalent to ninety-five percent (95%) of the contract value of the work completed and material delivered to the site during the preceding calendar month less penalties. Payments made shall in no way be construed as an act of acceptance for any part of the work partially or totally completed.

A sales tax exemption certificate will be available for all material purchased for incorporation in the project.

Plans and specifications governing the construction of the proposed improvements, and the prior proceedings of the City Council referring to and defining said proposed improvements are hereby made a part of this notice and the proposed contract by reference and the proposed contract shall be executed in compliance therewith.

Copies of said plans and specifications are now on file in the office of the City Clerk, for examination by bidders. Copies may be obtained from Veenstra & Kimm, Inc., 3000 Westown Parkway, West Des Moines, Iowa 50266.

This notice is given by order of the Council of the City of Bondurant, Iowa.

Doug Elrod, Mayor

ATTEST:

Marketa Oliver, City Administrator

NTB-3

42892-2



**BUSINESS OF THE CITY COUNCIL
BONDURANT, IOWA
AGENDA STATEMENT**

Item No. 5.h.
For Meeting of 10/7/2024
Resolution

TITLE: - Resolution approving Addendum to the Iowa DOT Agreement 2024-R-001(RISE Grant) for the Civic Campus Phase 2 Improvements Project

CONTACT PERSON:

John Horton, Public Works Director
Marketa Oliver, ICMA-CM, SPHR, City Administrator

BRIEF HISTORY & ANALYSIS: On August 8th, 2023, the City of Bondurant was awarded a RISE Grant in the amount of \$2,205,356 for the construction of the realigned Pleasant St. SE and portions of Campus Dr. SE near the intersection with Hwy 65. Council approved the agreement with IDOT on September 5, 2023.

After further discussion with the engineering staff of Iowa DOT District 1, it was determined that they would require additional pavement to be installed along their roadway system at the intersection to provide offset left turns instead of just the signalized left turn that was originally approved and designed. With that said, City Staff and Engineers from Veenstra & Kim worked with Iowa DOT District staff and Iowa DOT Systems Planning on an amendment to the initial RISE Grant award.

On July 9th, 2024, the Iowa DOT Transportation Commission approved an amendment to the original RISE request in the amount of \$695,775.00. This brings the total RISE Funding to an amount of \$2,901,131.00 for the project. The resolution to order construction for this phase of work is on this agenda as well, and staff anticipate opening bids on October 30th, 2024.

The attached resolution also approves the attached Real Estate Purchase Agreement for land at Parcels 8022-31-127-026, 8022-31-127-009, and 8022-31-127-010. Approval of the attached Purchase Agreement is consistent with Action Item 17B of the Building Bondurant Comprehensive Plan, which reads: Partner with master developers to redevelop the Grain District in a way that aligns with community goals and vision.

Staff is also seeking a USTEP grant for this project.

Below is a schematic.

CITY OF BONDURANT
RESOLUTION NO. 241007-212

RESOLUTION APPROVING ADDENDUM NUMBER: 2024-R-001-1 FOR A
REVITALIZE IOWA'S SOUND ECONOMY PROGRAM (RISE) PROJECT FOR THE
CIVIC CAMPUS PHASE 2 IMPROVEMENTS PROJECT

WHEREAS the City Council for the City of Bondurant approved a RISE Agreement with the Iowa Department of Transportation (PROJECT NO: RM-0747(615)--9D-77; IOWA DOT AGREEMENT NO.: 2024-R-001) on September 5, 2023; AND

WHEREAS the original grant agreement was for \$2,205,356; AND

WHEREAS an addendum is needed for the City of Bondurant's RISE Agreement with the Iowa Department of Transportation (PROJECT NO: RM-0747(615)--9D-77; IOWA DOT AGREEMENT NO.: 2024-R-001); AND

WHEREAS the City Council approves the amendment to the RISE Grant agreement with Iowa DOT for the Civic Campus Phase 2 Improvements Project; AND

WHEREAS the new agreement total amount of \$2,901,131.00 is hereby approved; AND

WHEREAS bids will be opened October 30th, at 2:00 pm at the Bondurant Community Library 104 Second St. NE Bondurant, Iowa 50035; AND

WHEREAS a public hearing on the proposed plans, specifications, form of contract, and estimate of cost is scheduled for October 21st, 2024, at 6:00 p.m. in the Bondurant Community Library at 104 Second Street NE, Bondurant, Iowa 50035.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Bondurant, Iowa, that the addendum number 2024-R-001-1 for the Civic Campus Phase 2 Improvements Project is hereby approved as presented.

Passed this 7th day of October 2024,

By: _____
Doug Elrod, Mayor

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

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

Shelby Hagan, City Clerk

Council Action	Ayes	Nays	Abstain	Absent
Cox				
Driscoll				
McKenzie				
Peffer				
Sillanpaa				

**Addendum to
Iowa Department of Transportation
Agreement 2024-R-001 for a
Revitalize Iowa's Sound Economy Program (RISE) Project**

RECIPIENT: Bondurant
PROJECT NO: RM-0747(615)--9D-77
IOWA DOT AGREEMENT NO.: 2024-R-001
ADDENDUM NUMBER: 2024-R-001-1

This is an addendum to the agreement between Bondurant (hereinafter referred to as Recipient) and the Iowa Department of Transportation (hereinafter referred to as the DOT). The Recipient submitted an application to the DOT for funding through the Revitalize Iowa's Sound Economy (RISE) fund under Iowa Code Chapter 315 (2003), and the application was approved by Transportation Commission Order No. TD-2024-6 on August 8, 2023.

Whereas the Recipient and the DOT previously entered into Agreement No. 2024-R-001 for the above referenced project.

After the execution of Agreement No. 2024-R-001 it was determined that additional roadway improvements were desired to provide improved access to the Iowa's Certified Site. The Recipient requested that the Construction of approximately 1,560 feet of Campus Drive, 2,180 feet of the relocated Pleasant Street and 2nd Street NE and a 370-foot left turn lane on Campus Drive located on the east side of town associated with Agreement No. 2024-R-001 be revised to include these additional roadway improvements and additional funds be awarded. The Recipient will commit to completing the entirety of the roadway improvements presented to the Iowa Transportation Commission as associated with Agreement No. 2024-R-001, as shown in Revised Exhibit A attached hereto. Previously executed Agreement No. 2024-R-001 shall remain in effect except as amended herein.

Now, therefore, it is agreed as follows:

1. The Recipient requested to amend the eligible project scope for Agreement No. 2024-R-001. The amendment was approved by Transportation Commission Order No. TD-2025-3 on July 9, 2024.
2. The effective date of Agreement No. 2024-R-001 remains August 8, 2023.
3. Exhibit A of Agreement No. 2024-R-001 is stricken and replaced with "Revised Exhibit A" attached hereto and by this reference incorporated into this agreement addendum.
4. Paragraph 3 of Agreement No. 2024-R-001 is stricken and replaced with the following:

The Recipient shall be responsible for the development and completion of the following described project:

Construction of approximately 1,560 feet of Campus Drive, 2,180 feet of the relocated Pleasant Street and 2nd Street NE and a 370-foot left turn lane on Campus Drive, and construction of offset left turn lanes and traffic signals on U.S 65 at Campus Drive located on the east side of town.

Provide improved access to the Myers Industrial Site, an Iowa Economic Development Authority certified site of more than 66 acres. The associated economic development is the majority of the designated development area (66 acres in total and shown on Revised Exhibit A) will be developed with RISE eligible land uses. See Revised Exhibit A.

5. Paragraph 4 of Agreement No. 2024-R-001 is stricken and replaced with the following:

Eligible project costs for the project described in Section 3 of this agreement, listed above, which are incurred after the effective date of this agreement shall be paid as follows:

City RISE Funds:	\$2,901,131
Bondurant Local Contribution:	\$1,934,088
Project Total:	\$4,835,219

6. Paragraph 6 of Agreement No. 2024-R-001 is stricken and replaced with the following:

The portion of total project costs paid by RISE grant shall not exceed the amount stated above \$2,901,131 or 60 percent of the total cost of the eligible items, whichever is the smaller amount. Any cost overruns shall be paid solely by the applicant.

7. This addendum is not assignable without the prior written consent of the DOT.
8. If any part of this addendum is found to be void and unenforceable, the remaining provisions of this addendum shall remain in effect.
9. It is the intent of both parties that no third party beneficiaries be created by this addendum.
10. This addendum shall be executed and delivered in two or more copies, each of which so executed and delivered shall be deemed to be an original and shall constitute but one and the same addendum.
11. This addendum, as well as the unaffected provisions of previously executed Agreement No. 2024-R-001 referenced herein, constitute the entire agreement between the DOT and the Recipient concerning this project. Representations made before the signing of this addendum are not binding, and neither party has relied upon conflicting representations in entering into this addendum. Any change or alteration to the terms of this addendum shall be made in the form of a subsequent addendum. The addendum shall become effective only upon written approval of the DOT and the Recipient.

IN WITNESS WHEREOF, each of the parties hereto has executed
Addendum No. 2024-R-001-1 as of the date shown opposite its signature below.

RECIPIENT: Bondurant

By: _____ Date _____, _____

Title: Mayor

CERTIFICATION:

I, _____, certify that I am the Clerk of the city, and that
(Name of City Clerk)

_____, who signed said Agreement for and on behalf of
(Name of Mayor/Signer Above)

the city was duly authorized to execute the same by virtue of a formal resolution duly passed
and adopted by the city, on the ____ day of _____, _____.

Signed: _____

City Clerk of Bondurant, Iowa.

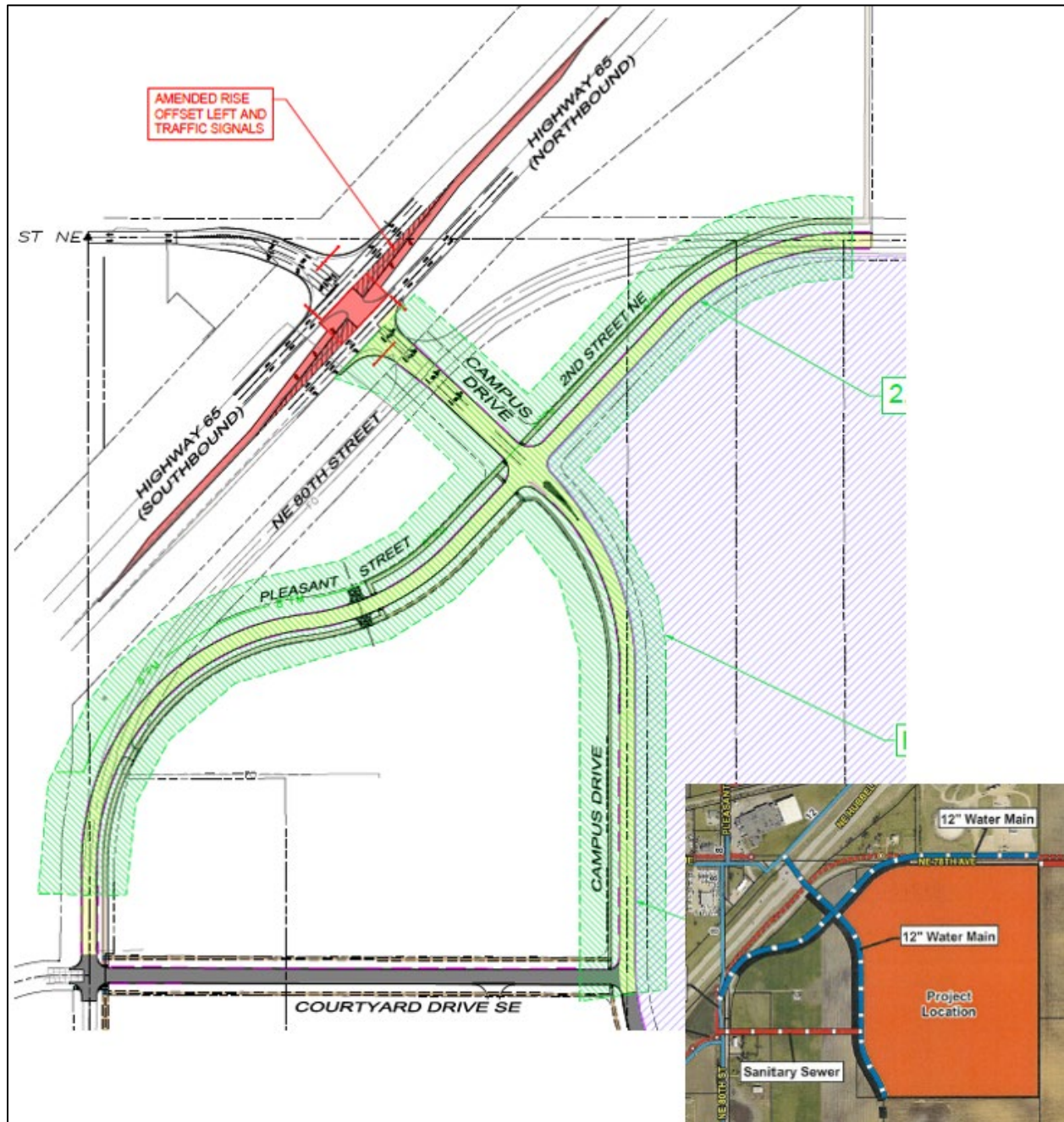
IOWA DEPARTMENT OF TRANSPORTATION
Planning, Programming and Modal Division
800 Lincoln Way, Ames, Iowa 50010

By: _____ Date _____, 20__

Debra Arp
Grant Program Administration Team Leader
Local Systems Bureau

Revised Exhibit A

Project Development Map:





**BUSINESS OF THE CITY COUNCIL
BONDURANT, IOWA
AGENDA STATEMENT**

Item No. 5.i.
For Meeting of 10/7/2024
Resolution

TITLE: - Resolution authorizing City staff to execute the Land & Water Conservation Fund Grant Agreement between the City of Bondurant and the Iowa DNR for funding to assist with the acquisition of land associated with the Chichaqua Valley Trail extension project through the Grain District at 401 2nd Street, NE

CONTACT PERSON:

Maggie Murray, Planning & Community Development Director
Tiffany Luing, Economic Development Coordinator

BRIEF HISTORY & ANALYSIS: The attached resolution authorizes the signing of the attached Land & Water Conservation Fund (LWCF) Grant Agreement for the following project:

In June 2023 it was announced that the City of Bondurant would receive \$125,000 from the Iowa DNR's LWCF Grant Program to assist with the acquisition of two former railroad corridor parcels, which are part of 401 2nd Street NE at Parcel 8022-31-126-007 and Parcel 8022-31-201-001, as highlighted in yellow below. Both the City's [Building Bondurant Comprehensive Plan](#) and the [Grain District Downtown Redevelopment Plan](#) emphasize the need for extending the Chichaqua Valley Trail through the Grain District which includes this area shown in yellow.



Before the attached grant agreement was made available to the City, the Iowa DNR approved the City's land acquisition in advance through a Letter of Retro Activity. The City purchased Parcel 8022-31-126-007 and Parcel 8022-31-201-001 in December 2023. The Iowa DNR has now provided the grant agreement for the City's review and signature, allowing the City to move forward with its reimbursement request.

The attached grant agreement includes the following special terms:

- A yellow book appraisal and approval review form must be submitted before the initial payment.
- A memo must be added to the project file confirming the City's commitment to testing the parcels for environmental contaminants, as recommended in the Phase I Environmental Assessment (ESA), and accepting responsibility for remediation of any contamination found before, during, or after development.
- Full NEPA compliance from the NPS-LWCF Compliance Team must be obtained before the first payment request and before opening the site for outdoor recreation.
- The site must be open for outdoor recreation within three years from the award date.
- If the site is deemed unsafe for public outdoor recreation, it will be considered non-compliant with LWCF, requiring a conversion of use to address the non-compliance.

FUNDING SOURCE: Grant

STAFF RECOMMENDATION: Approve resolution on a roll call vote.

APPROVED FOR SUBMITTAL:

ATTACHMENTS:

1. RESOLUTION NO. 241007-213
2. LWCF GRANT - State

CITY OF BONDURANT
RESOLUTION NO. 241007-213

RESOLUTION AUTHORIZING CITY STAFF TO EXECUTE THE LAND & WATER
CONSERVATION FUND GRANT AGREEMENT BETWEEN THE CITY OF
BONDURANT AND THE IOWA DNR FOR FUNDING TO ASSIST WITH THE
ACQUISITION OF LAND ASSOCIATED WITH THE CHICHAQUA VALLEY TRAIL
EXTENSION PROJECT THROUGH THE GRAIN DISTRICT AT 401 2ND STREET, NE

WHEREAS the City of Bondurant was notified in June 2023 it would receive \$125,000 to assist with acquiring two former railroad corridor parcels at 401 2nd Street, NE to assist the City in completing its proposed Chichaqua Valley Trail extension project through the Grain District; AND

WHEREAS the City of Bondurant obtained a Letter of Retro Activity approval from the Iowa DNR in October 2023 to allow the City of Bondurant to spend funds in advance of finalizing the Land & Water Conservation Fund Grant Agreement; AND

WHEREAS the City of Bondurant purchased this ground in December 2023; AND

WHEREAS the Land & Water Conservation Fund grant agreement is now available for the City's review and approval; AND

WHEREAS the Land & Water Conservation Fund Grant Agreement notes the City agrees to the following terms:

1. A yellow book appraisal and approval review form must be submitted before the initial payment.
2. A memo must be added to the project file confirming the City's commitment to testing the parcels for environmental contaminants, as recommended in the Phase I Environmental Assessment (ESA), and accepting responsibility for remediation of any contamination found before, during, or after development.
3. Full NEPA compliance from the NPS-LWCF Compliance Team must be obtained before the first payment request and before opening the site for outdoor recreation.
4. The site must be open for outdoor recreation within three years from the award date.
5. If the site is deemed unsafe for public outdoor recreation, it will be considered non-compliant with LWCF, requiring a conversion of use to address the non-compliance.

WHEREAS construction of the proposed Chichaqua Valley Trail extension through the Grain District is consistent with Chapter 7 of the Building Bondurant Comprehensive Plan and also the Grain District Downtown Redevelopment Plan.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Bondurant, Iowa, that the Land & Water Conservation Fund Grant Agreement is hereby approved,

and staff is authorized to sign the agreement.

Passed this 7th day of October 2024,

By: _____
Doug Elrod, Mayor

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

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

Shelby Hagan, City Clerk

Council Action	Ayes	Nays	Abstain	Absent
Cox				
Driscoll				
McKenzie				
Peffer				
Sillanpaa				

October 1, 2024

CITY OF BONDURANT
TIFFANY LUING
P.O. BOX 37
BONDURANT, IA 50035

Re: Project #19-01389, CHICHAQUA VALLEY TRAIL (CVT) ACQUISITION

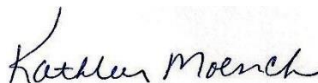
This letter is to inform you that the National Park Service has approved federal assistance from the Land & Water Conservation Fund for the project identified above.

Attached is your Project Agreement #19-01389, CHICHAQUA VALLEY TRAIL (CVT) ACQUISITION, between the Iowa Department of Natural Resources, Land and Water Conservation Fund and the CITY OF BONDURANT. Please have the appropriate official sign and send the Agreement to my attention. A fully executed copy will be returned to your office. The beginning date of the project agreement is the date the project is officially approved by the National Park Service, or the date a waiver of retroactively had been granted.

No costs will be reimbursed for items or work purchased or started prior to the approved start date of the project agreement (except preliminary construction costs for items such as site planning, construction design, feasibility studies, etc., or in the case of a waiver of retroactively being granted).

Please read the enclosed agreement and general conditions from your application to be aware of your obligations. All acquisition and/or development work must be completed by the expiration date. If you have any questions, please contact me at 515-720-2006.

Sincerely,



Kathleen Moench
Budget and Finance Bureau

Enclosures

FEDERAL LAND AND WATER CONSERVATION FUND PROGRAM
CFDA #: 15.916, Outdoor Recreation/Acquisition, Development & Planning
Federal Opportunity #: **P24AP01422-00**
IOWA DEPARTMENT OF NATURAL RESOURCES
PROJECT GRANT AGREEMENT

PROJECT #: 19-01389

NAME OF GRANTEE:	<u>CITY OF BONDURANT</u>
PROJECT TITLE:	<u>CHICHAQUA VALLEY TRAIL (CVT) ACQUISITION</u>
AWARD CEILING:	<u>\$125000.00 (Federal Cost Share rate of 41.5845%)</u>
PROJECT PERIOD:	<u>10/17/2023 - 10/16/2026</u>
GRANTEE ADDRESS:	<u>P.O. BOX 37</u> <u>BONDURANT, IA 50035</u>
PROJECT COUNTY:	<u>POLK</u>

PROJECT SCOPE: ACQUISITION OF 1.84 ACRES AS AN EXTENSION TO THE CHICHAQUA VALLEY TRAIL THROUGH THE CITY OF BONDURANT, LOCATED SOUTH OF 2ND STREET NE AND EAST OF MAIN STREET, BONDURANT, POLK COUNTY, IOWA.

In the event that Historic Properties are inadvertently encountered during the undertaking of this project, work will immediately cease and the Grantee will notify the Iowa Department of Natural Resources within 48 hours, or as soon as reasonably possible. The DNR, in consultation with the National Park Service, State Historic Preservation Officer, and Indian Tribes will make reasonable efforts to avoid, minimize or mitigate adverse effects on those historic properties.

PROJECT REPORTING DATES:

Annual Reports include the Federal Financial Report (FFR) and Performance Progress Report (PPR). The Grantee is required to provide a summary of annual expenses on the project along with a short narrative of project accomplishments, including any concerns or issues that have developed, by the following dates.

Year 1 Reports Due:	<u>12/29/2024</u>
Year 2 Reports Due:	<u>12/29/2025</u>
Year 3 Reports Due:	<u>12/29/2026</u>
Final Reports Due:	<u>2/13/2027</u>

The State of Iowa, represented by the Director, Department of Natural Resources, and the local agency named on the reverse side, mutually agree to perform this agreement in accordance with the Land and Water Conservation Fund Act of 1965, 78 Stat. 897 (1964) as amended, with the general provisions attached hereto and made a part hereof, and with the approved project proposal including attachments and any amendment thereto which have been or will be submitted for this project.

The State hereby promises, in consideration of the promises made by the local agency herein, to take the necessary steps and action and to attempt to enter an agreement and any necessary amendments to obtain federal cost-sharing for that portion of the project cost referred to on the reverse side as "Fund Amount," to accept such funds from the United States and disburse the same to reimburse the local agency that portion of the total project cost that is the United States' share. It is understood by the parties hereto that this agreement shall not obligate State of Iowa funds for the project costs described herein, to execute the project or project segment described on the reverse side in accordance with the terms of the agreement. It is further understood that incurred costs will not be reimbursed without written approval that such federal funds have been encumbered.

The following special project terms and conditions are added to this agreement:

Grantee must comply with the following special terms:

- 1. Must provide a yellow book appraisal and appraisal review form prior to initial payment.***
- 2. Provide a memo for the project file indicating they are committed to testing the parcels for environmental contaminants as recommended in the Phase I Environmental Assessment (ESA), and responsible for remediation of any contamination or hazardous materials discovered at the site before, during, or after development.***
- 3. Obtain full NEPA compliance from the NPS-LWCF- Compliance Team prior to the first request for payment and opening the site for outdoor recreation.***
- 4. Open the site for outdoor recreation within 3-years from award.***
- 5. If the site is deemed not safe for public outdoor recreation, the site will be considered a LWCF non-compliant site, and a conversion of use will be required to mitigate the non-compliant site.***

Reimbursement of expenses will be 41.5845% of each total billing, up to the total Grant Award.

The grantee shall comply with 2 CFR Part 200, 2 CFR Part 1402.

The grantee shall comply with the Build America, Buy America Law, Section 70914 of the Bipartisan Infrastructure Law, P.L. 117-58, unless a waiver is applied for and approved by the Department of Interior and the Made in America Office. See Buy America section attached.

A final billing for reimbursement shall be submitted to the State not later than 90 days following the expiration of the project period. See Section A-2 below for requirements.

STATE OF IOWA

LOCAL AGENCY

By: _____
Kayla Lyon, Director
Iowa Department of Natural Resources

By: _____
Signature

TIFFANY LUING
Name & Title

10/17/2023
Date

DEPARTMENT OF NATURAL RESOURCES LAND & WATER CONSERVATION FUND
--

A. DEVELOPMENT PROJECTS - PERFORMANCE & ADMINISTRATION

Arrangements with Participant. It is the responsibility of the State to make arrangements with other public agencies suitable and adequate to insure successful performance of projects and to enable the continued operation and maintenance of aided facilities and properties for public outdoor recreational use. States shall assure that Participants comply with the terms of the project agreement, the provisions of the NPS, and all relevant laws, rules and regulations. States shall be responsible for the actions of Participants relating to the execution of projects.

A-1 PROJECT PERFORMANCE

1. Performance of Construction by Contract. When the total value of construction work to be performed by a contract exceeds \$25,000, the following requirements shall apply with respect to performance of the work:
 - A. Bids and Awards. Competitive open bidding shall be required, unless the National Park Service (NPS) waives the requirement. When the Participant considers the lowest bidder unqualified, incapable or not responsible, the next lowest bidder may be approved. Justification for acceptance of a no-bid contract or awarding of contracts to other than the lowest bidder shall be subject to the approval of the NPS.
 - B. Change Orders. The organization involved shall issue written change orders to the contract for all necessary changes to the facility. Any change which alters the nature or purpose of the facility must be approved by the Director, NPS. Such change orders shall be filed and preserved for a period of three years after the completion of the project. Change orders should be made part of the project file and kept for audits.
 - C. Information to be Given Bidders Concerning Federal Funds. The Participant or State shall inform bidders that federal funds are being used to assist in construction, including information on the efforts to procure Federal Buy America materials. It is preferable to include this information in notices released prior to the issuance of bid invitations.
 - D. Acceptance of the Contract Work. The Participant or State has full responsibility for determining that the recreation facility is complete and ready for acceptance.
2. Compliance with State and Local Laws. Construction must comply with those State and Local laws, the violation of which may endanger the completion or utilization of the facilities. Any penalties assessed for noncompliance cannot be matched with federal funds.
3. Compliance with Federal Laws. The organization involved, and contractors shall comply with all Federal laws pertaining directly and indirectly to the proposed construction, including Executive Order 10925, as amended by the Executive Order 11114, and the Federal Title 36, Chapter 1, Part 59; Post-Completion Compliance Responsibilities.

A-2 PROJECT BILLING & REQUIRED DOCUMENTATION

Reimbursement of expenses will be at the approved % of the Grant Award to the total project costs.

Project billings shall be submitted to the State on the following basis:

1. Up to \$10,000 total project cost - one billing.

2. Between \$10,000 and \$150,000 total project cost - no more than two billings.
3. Over \$150,000 total project cost - no more than three billings.
4. Land purchases - one billing.

The following documentation is required for reimbursement requests:

1. Reimbursements are requested by submitting a letter requesting reimbursement, include the Grant # and name, a paragraph on the project elements completed, total project expenses, amount being requested, and sign and date the letter.
2. Each development project billing shall include copies of all expenditures for the project.
 - a. The date the expense was incurred.
 - b. Evidence that the expense is chargeable to the project, copy of advertisement for bids and bid spread sheet or minutes of bid letting meeting.
 - c. Evidence that the expense has been paid, photocopies of cancelled checks/expense ledgers.
3. With the final reimbursement, include photos of the completed project and a legal description of the park property.

Any State sales tax refund received under the provisions of Chapter 422.45(7) of the Code of Iowa must be deducted from the total project costs.

Income that accrues to a fund-assisted area during the project period from sources other than the intended recreational use must also be deducted from the total project cost. Examples include sale or rental of buildings, sale of timber, gravel, etc., rental of land, and agricultural income to participant. After project period, all income should be used to further the development of the project.

FAILURE TO SUBMIT THE NECESSARY DOCUMENTATION WILL UNNECESSARILY DELAY THE ISSUANCE OF A REIMBURSEMENT WARRANT.

A-3 BUILD AMERICA, BUY AMERICA

Note: This term effective as of January 13, 2023. For more information on DOI's approved waiver, see: <https://www.doi.gov/grants/BuyAmerica/GeneralApplicabilityWaivers>.

As required by Section 70914 of the Bipartisan Infrastructure Law (also known as the Infrastructure Investment and Jobs Act), P.L. 117-58, on or after May 14, 2022, none of the funds under a federal award that are part of Federal financial assistance program for infrastructure may be obligated for a project unless all of the iron, steel, manufactured products, and construction materials used in the project are produced in the United States, unless subject to an approved waiver. The requirements of this section must be included in all subawards, including all contracts and purchase orders for work or products under this program.

Recipients of an award of Federal financial assistance are hereby notified that none of the funds provided under this award may be used for a project for infrastructure unless:

1. All iron and steel used in the project are produced in the United States--this means all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States;
2. All manufactured products used in the project are produced in the United States —this means the manufactured product was manufactured in the United States; and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than

55 percent of the total cost of all components of the manufactured product, unless another standard for determining the minimum amount of domestic content of the manufactured product has been established under applicable law or regulation; and

3. All construction materials are manufactured in the United States—this means that all manufacturing processes for the construction material occurred in the United States.

The Buy America preference only applies to articles, materials, and supplies that are consumed in, incorporated into, or affixed to an infrastructure project. As such, it does not apply to tools, equipment, and supplies, such as temporary scaffolding, brought to the construction site and removed at or before the completion of the infrastructure project. Nor does a Buy America preference apply to equipment and furnishings, such as movable chairs, desks, and portable computer equipment, that are used at or within the finished infrastructure project, but are not an integral part of the structure or permanently affixed to the infrastructure project.

For further information on the Buy America preference, please visit <https://www.doi.gov/grants/BuyAmerica>. Additional information can also be found at the White House Made in America Office website: <https://www.whitehouse.gov/omb/management/made-in-america>

Waivers

When necessary, recipients may apply for, and the Department of the Interior (DOI) may grant, a waiver from these requirements, subject to review by the Made in America Office. The DOI may waive the application of the domestic content procurement preference in any case in which it is determined that one of the below circumstances applies:

1. Non-availability Waiver: the types of iron, steel, manufactured products, or construction materials are not produced in the United States in sufficient and reasonably available quantities or of a satisfactory quality;
2. Unreasonable Cost Waiver: the inclusion of iron, steel, manufactured products, or construction materials produced in the United States will increase the cost of the overall project by more than 25 percent; or
3. Public Interest Waiver: applying the domestic content procurement preference would be inconsistent with the public interest.

There may be instances where an award qualifies, in whole or in part, for an existing DOI general applicability waiver as described at: <https://www.doi.gov/grants/BuyAmerica/GeneralApplicabilityWaivers>.

If the specific financial assistance agreement, infrastructure project, or non-domestic materials meets the criteria of an existing general applicability waiver within the limitations defined within the waiver, the recipient is not required to request a separate waiver for non-domestic materials. If a general applicability waiver does not already apply, and a recipient believes that one of the above circumstances applies to an award, a request to waive the application of the domestic content procurement preference may be submitted to the financial assistance awarding officer in writing. Waiver requests shall include the below information. The waiver shall not include any Privacy Act information, sensitive data, or proprietary information within their waiver request. Waiver requests will be posted to

<https://www.doi.gov/grants/buyamerica> and are subject to public comment periods of no less than 15 days. Waiver requests will also be reviewed by the Made in America Office.

1. Type of waiver requested (non-availability, unreasonable cost, or public interest).
2. Requesting entity and Unique Entity Identifier (UEI) submitting the request.
3. Department of Interior Bureau or Office who issued the award.
4. Federal financial assistance listing name and number (reference block 2 on DOI Notice of Award)
5. Financial assistance title of project (reference block 8 on DOI Notice of Award).
6. Federal Award Identification Number (FAIN).
7. Federal funding amount (reference block 11.m. on DO Notice of Award).
8. Total cost of Infrastructure expenditures (includes federal and non-federal funds to the extent known).
9. Infrastructure project description(s) and location(s) (to the extent known).
10. List of iron or steel item(s), manufactured goods, and construction material(s) the recipient seeks to waive from Buy America requirements. Include the name, cost, countries of origin (if known), and relevant PSC or NAICS code for each.
11. A certification that the recipient made a good faith effort to solicit bids for domestic products supported by terms included in requests for proposals, contracts, and nonproprietary communications with the prime contractor.
12. A statement of waiver justification, including a description of efforts made (e.g., market research, industry outreach) by the recipient, in an attempt to avoid the need for a waiver. Such a justification may cite, if applicable, the absence of any Buy America-compliant bids received in response to a solicitation.
13. Anticipated impact if no waiver is issued. Approved waivers will be posted at <https://www.doi.gov/grants/BuyAmerica/ApprovedWaivers>; recipients requesting a waiver will be notified of their waiver request determination by an awarding officer.

Definitions

“Construction materials” includes an article, material, or supply that is or consists primarily of:

- non-ferrous metals;
- plastic and polymer-based products (including polyvinylchloride, composite building materials, and polymers used in fiber optic cables);
- glass (including optic glass);
- lumber; or
- drywall.

“Construction Materials” does not include cement and cementitious materials, aggregates such as stone, sand, or gravel, or aggregate binding agents or additives.

“Domestic content procurement preference” means all iron and steel used in the project are produced in the United States; the manufactured products used in the project are produced in the United States; or the construction materials used in the project are produced in the United States.

“Infrastructure” includes, at a minimum, the structures, facilities, and equipment for, in the United States, roads, highways, and bridges; public transportation; dams, ports, harbors, and other maritime facilities; intercity passenger and freight railroads; freight and intermodal facilities; airports; water systems, including drinking water and wastewater systems; electrical transmission facilities and systems; utilities; broadband infrastructure; and buildings and real property. Infrastructure includes facilities that generate, transport, and distribute energy.

“Project” means the construction, alteration, maintenance, or repair of infrastructure in the U.S.

A-4 ACCOUNTS & RECORDS

1. Financial Responsibility. The State shall be responsible for the financial management of accepted projects. Appropriate internal controls must, therefore, be adopted and installed to ensure that the project is accomplished in the most efficient and economical manner.
2. Accounting for Funds Received. The State shall provide such fund accounting procedures as may be necessary to assure proper disbursement and accounting for Fund monies paid to the State pursuant to the Act. The accounting procedure should be based on generally-accepted accounting standards and principles and generally meet the following minimum requirements, unless the Director, NPS agrees to exceptions:
 - A. Establishment of separate accounts and supporting documents for each project. Each project account should be identified by the number assigned to the property by the NPS (i.e. 19-00600).
 - B. Identification of all receipts in sufficient detail to show the source of such receipts.
 - C. Itemization of all supporting records to project expenditures in sufficient detail to show the exact nature of each expenditure.
 - D. Cross-referencing to each expenditure with the supporting purchase order, contract, voucher, bill, etc. These supporting documents should contain the signature of the official authorized to approve such expenditures.
 - E. Maintenance of adequate records, approved by the appropriate official, to show that all salaries and wages charged against projects are authorized.
 - F. Maintenance of detailed payroll vouchers (names/gross amounts) for salaries/wages.
 - G. Identification of invoices/vouchers charged to project number, account number date, and expense classification.
 - H. When payment is by check, the canceled check should be identified and filed, when by cash, they must be supported by receipts.
 - I. Establishment of adequate internal systems of financial control following generally-accepted accounting and auditing principles.

The State shall require political subdivisions of public agencies, to which federal funds have been transferred, to provide similar accounting procedures as are required of the State by the NPS.
3. Record Retention. The financial records, including all documents to support entries on the accounting records and to substantiate charges for each project, must be kept readily available for examination by duly-authorized representatives of the NPS, the Department of Interior, and the General Accounting Office. All such records shall be retained and available for inspection for a period of three years after final payment.

A-5 REPORTING

Your Agreement identifies reporting periods. Two or three annual reports and one final report are required. They should include a summary of activities completed during the report period and a financial report of expenditures for the reporting period and to date. No specific report format is required.

A-6 NOTICE

It is essential that the project be developed in conformance with the project proposal submitted and the project agreement. This is particularly true regarding the number of facilities to be constructed or

installed. The Department and the NPS must approve any significant change in location or number of facilities before work can begin.

ANY DEVIATION FROM THESE INSTRUCTIONS MAY JEOPARDIZE YOUR FEDERAL ASSISTANCE ON SOME PORTION OF YOUR PROJECTS.

B. ACQUISITION PROJECTS - PERFORMANCE & ADMINISTRATION

Arrangements with Participant. It is the responsibility of the State to make arrangements with other public agencies suitable and adequate to insure successful performance of projects and to enable the continued operation and maintenance of aided facilities and properties for public outdoor recreational use. States shall assure that Participants comply with the terms of the project agreement, the provisions of the NPS, and all relevant laws, rules and regulations. States shall be responsible for the actions of Participants relating to the execution of projects.

B-1 ACCOUNTS & RECORDS

1. The participating agency will establish a separate account for each land acquisition project which will be identified by the number assigned to the project by the NPS. Supporting documents such as claims for land costs should also be referenced with the NPS project number.
2. All financial records pertaining to the project must be kept readily available for examination by Federal auditors. All such records shall be retained for inspection for a period of three years after the project is completed or terminated and a final audit on the project conducted.

B-2 PROJECT BILLING & DOCUMENTATION

A project billing may be submitted at any time after the appraisals have been approved and payment for the land has been made. Please submit four (4) copies of the attached claim voucher, to include signature, date, federal ID number and requested reimbursement amount.

1. Statement of Just Compensation for each tract of land.
2. Written and Signed Offer to Buy.
3. Statement of Differences in Value for each tract (when necessary).
4. Application for Reimbursement of Expenses Incurred in Selling Real Property with attached documentation - each tract, or;
5. Certificate of Title for each tract of land prepared by the participating agency's official legal officer indicating title to be in the name of the participating agency.
6. Photocopies of the deeds.
7. Photocopies of cancelled checks/warrants issued in payment for land costs, incidental expenses and relocation expenses.

ACCOUNTING DEPT. RETURN ONE COPY TO:

KMOENCH _____

CITY OF BONDURANT

P.O. BOX 37

BONDURANT, IA 50035

STATE ID #:

DOC #: _____

DATE: _____

1ST PYMT: _____

FUND/DEPT/ORG/\$ _____

DEPARTMENT OF NATURAL RESOURCES
PROJECT BILLING - LAND & WATER CONSERVATION FUND

Project billings must be accompanied by all required documentation (invoices, canceled checks, deeds, etc.) covering expenditures included in the billing.

Grant Recipient: CITY OF BONDURANT

Project #: 19-01389

Project Title: CHICHAQUA VALLEY TRAIL (CVT) ACQUISITION

Final Billing: Y or N

Use the table below to list your budget items and the expenditures for each item. You should follow the budget items provided with your grant proposal as closely as possible.

Budget Item	Budget Amount	Expenditures This Billing	"To Date" Item Expenditures
Totals			
Less Expenditures In Excess of Total Authorized Project Budget:			
Total "To Date" Expenditures:			
CLAIM REQUEST (__% OF "TO DATE" EXPENDITURES):			
LESS PREVIOUS PAYMENTS OF:			
TOTAL CLAIM TO BE PAID:			

Land Acquisition - List each parcel separately by parcel #. Use purchase price or appraised value, whichever is the lesser.

I certify that this billing is correct and just based upon actual payment(s) of record by the grant recipient, and that the work and services are in accord with the approved grant.

Signature: _____

Date: _____

Print Name: _____

Phone #:

Please sign and mail or email to:

LWCF Program, Budget & Finance Bureau

Iowa Department of Natural Resources

6200 Park Avenue, Suite 200

Des Moines, IA 50321

Kathleen.moench@dnr.iowa.gov

**ATTACHMENT A –
LWCF GENERAL PROVISIONS**

Part I – Definitions

- A. The term "NPS" or "Service" as used herein means the National Park Service, United States Department of the Interior.
- B. The term "Director" as used herein means the Director of the National Park Service, or any representative lawfully delegated the authority to act for such Director.
- C. The term "Manual" as used herein means the Land and Water Conservation Fund State Assistance Program Manual, Volume 69 (October 1, 2008).
- D. The term "project" as used herein means a Land and Water Conservation Fund grant, which is subject to the project agreement and/or its subsequent amendments.
- E. The term "State" as used herein means the State or Territory that is a party to the project agreement, and, where applicable, the political subdivision or public agency to which funds are to be transferred pursuant to this agreement. Wherever a term, condition, obligation, or requirement refers to the State, such term, condition, obligation, or requirement shall also apply to the recipient political subdivision or public agency, except where it is clear from the nature of the term, condition, obligation, or requirement that it is to apply solely to the State. For purposes of these provisions, the terms "State," "grantee," and "recipient" are deemed synonymous.
- F. The term "Secretary" as used herein means the Secretary of the Interior, or any representative lawfully delegated the authority to act for such Secretary.

Part II - Continuing Assurances

The parties to the project agreement specifically recognize that the Land and Water Conservation Fund project creates an obligation to maintain the property described in the project agreement and supporting application documentation consistent with the Land and Water Conservation Fund Act and the following requirements.

Further, it is the acknowledged intent of the parties hereto that recipients of assistance will use monies granted hereunder for the purposes of this program, and that assistance granted from the Fund will result in a net increase, commensurate at least with the Federal cost-share, in a participant's outdoor recreation.

It is intended by both parties hereto that assistance from the Fund will be added to, rather than replace or be substituted for, State and local outdoor recreation funds.

- A. The State agrees, as recipient of this assistance, that it will meet the general, special, and LWCF provisions outlined in this award agreement and that it will further impose these provisions, and the terms of the project agreement, upon any political subdivision or public agency to which funds are transferred pursuant to the project agreement. The State also agrees that it shall be responsible for compliance with the terms of the project agreement by such a political subdivision or public agency and that failure by such political subdivision or public agency to so comply shall be deemed a failure by the State to comply with the terms of this agreement.
- B. The State agrees that the property described in the project agreement and the signed and dated project boundary map made part of that agreement is being acquired or developed with Land and Water

Conservation Fund assistance, or is integral to such acquisition or development, and that, without the approval of the Secretary, it shall not be converted to other than public outdoor recreation use but shall be maintained in public outdoor recreation in perpetuity or for the term of the lease in the case of leased property. The Secretary shall approve such conversion only if it is found to be in accord with the then existing comprehensive statewide outdoor recreation plan and only upon such conditions deemed necessary to assure the substitution of other recreation properties of at least equal fair market value and of reasonably equivalent usefulness and location pursuant to Title 36 Part 59.3 of the *Code of Federal Regulations*. This replacement land then becomes subject to LWCF protection. The approval of a conversion shall be at the sole discretion of the Secretary, or his/her designee.

Prior to the completion of this project, the State and the Director may mutually alter the area described and shown in the project agreement and the signed and dated project boundary map to provide the most satisfactory public outdoor recreation unit, except that acquired parcels are afforded LWCF protection as Fund reimbursement is provided.

In the event the NPS provides Land and Water Conservation Fund assistance for the acquisition and/or development of property with full knowledge that the project is subject to reversionary rights and outstanding interests, conversion of said property to other than public outdoor recreation uses as a result of such right or interest being exercised will occur. In receipt of this approval, the State agrees to notify the Service of the potential conversion as soon as possible and to seek approval of replacement property in accord with the conditions set forth in these provisions and program regulations. The provisions of this paragraph are also applicable to: leased properties developed with Fund assistance where such lease is terminated prior to its full term due to the existence of provisions in such lease known and agreed to by the Service; and properties subject to other outstanding rights and interests that may result in a conversion when known and agreed to by the Service.

- C. The State agrees that the benefit to be derived by the United States from the full compliance by the State with the terms of this agreement is the preservation, protection, and the net increase in the quality of public outdoor recreation facilities and resources which are available to the people of the State and of the United States, and such benefit exceeds to an immeasurable and unascertainable extent the amount of money furnished by the United States by way of assistance under the terms of this agreement. The State agrees that payment by the State to the United States of an amount equal to the amount of assistance extended under this agreement by the United States would be inadequate compensation to the United States for any breach by the State of this agreement.

The State further agrees, therefore, that the appropriate remedy in the event of a breach by the State of this agreement shall be the specific performance of this agreement or the submission and approval of a conversion-of-use request as described in Part II.B above.

- D. The State agrees to comply with the policies and procedures set forth in the Manual. Provisions of said Manual are incorporated into and made a part of the project agreement.
- E. The State agrees that the property and facilities described in the project agreement shall be operated and maintained as prescribed by Manual requirements and published post-completion compliance regulations (Title 36 Part 59 of the *Code of Federal Regulations*).
- F. The State agrees that a notice of the grant agreement shall be recorded in the public property records (e.g., registry of deeds or similar) of the jurisdiction in which the property is located, to the effect that the property described and shown in the scope of the project agreement and the signed and dated project boundary map made part of that agreement, has been acquired or developed with Land and Water Conservation Fund assistance and that it cannot be converted to other than public outdoor recreation use without the written approval of the Secretary of the Interior.

G. Nondiscrimination

1. By signing the LWCF agreement, the State certifies that it will comply with all Federal laws relating to nondiscrimination as outlined in the Civil Rights Assurance appearing at Article XVII.A.2 of the Grant Agreement to which these terms are attached.
2. The State shall not discriminate against any person on the basis of residence, except to the extent that reasonable differences in admission or other fees may be maintained on the basis of residence as set forth in the Manual.

Part III - Project Assurances

A. Project Application

1. The Application for Federal Assistance bearing the same project number as the Grant Agreement and associated documents is by this reference made a part of the agreement.
2. The State possesses legal authority to apply for the grant, and to finance and construct the proposed facilities. A resolution, motion, or similar action has been duly adopted or passed authorizing the filing of the application, including all understandings and assurances contained herein, and directing and authorizing the person identified as the official representative of the State to act in connection with the application and to provide such additional information as may be required.
3. The State has the capability to finance the non-Federal share of the costs for the project. Sufficient funds will be available to assure effective operation and maintenance of the facilities acquired or developed by the project.

B. Project Execution

1. The State shall transfer to the project sponsor identified in the Application for Federal Assistance all funds granted hereunder except those reimbursed to the State to cover eligible expenses derived from a current approved negotiated indirect cost rate agreement.
2. The State will cause work on the project to start within a reasonable time after receipt of notification that funds have been approved and assure that the project will be implemented to completion with reasonable diligence.
3. The State will require the facility to be designed to comply with the Architectural Barriers Act of 1968 (Public Law 90-480) and DOI Section 504 Regulations (43 CFR Part 17). The State will be responsible for conducting inspections to insure compliance with these specifications by the contractor.
4. The State shall secure completion of the work in accordance with approved construction plans and specifications, and shall secure compliance with all applicable Federal, State, and local laws and regulations.
5. In the event the project covered by the project agreement, cannot be completed in accordance with the plans and specifications for the project, the State shall bring the project to a point of recreational usefulness agreed upon by the State and the Director or his designee in accord with Section C below.
6. The State will provide for and maintain competent and adequate architectural/engineering supervision and inspection at the construction site to ensure that the completed work conforms with the approved plans and specifications; that it will furnish progress reports and such other information as the NPS may require.

7. The State will comply with the terms of Title II and Title III, the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646), 94 Stat. 1894 (1970), and the applicable regulations and procedures implementing such Act for all real property acquisitions and where applicable shall assure that the Act has been complied with for property to be developed with assistance under the project agreement.
8. The State will comply with the provisions of: Executive Order (EO) 11988, relating to evaluation of flood hazards; EO 11288, relating to the prevention, control, and abatement of water pollution, and EO 11990 relating to the protection of wetlands.
9. The State will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973, Public Law 93-234, 87 Stat. 975, approved December 31, 1976. Section 102(a) requires the purchase of flood insurance in communities where such insurance is available, as a condition for the receipt of any Federal financial assistance for construction or acquisition purposes, for use in any area that has been identified as an area having special flood hazards by the Flood Insurance Administration of the Federal Emergency Management Agency. The phrase "Federal financial assistance" includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect Federal assistance.
10. The State will assist the NPS in its compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470), Executive Order 11593, and the Archaeological and Historic Preservation Act of 1966 (16 U.S.C. 469a-1 et seq.) by (a) consulting with the State Historic Preservation Officer on the conduct of investigations, as necessary, to identify properties listed in or eligible for inclusion in the National Register of Historic Places that are subject to effects (see CFR Part 800.8) by the activity, and notifying the Federal grantor agency of the existence of any such properties, and by (b) complying with all requirements established by the Federal grantor agency to avoid or mitigate adverse effects upon such properties.

C. Project Termination

1. The Director may temporarily suspend Federal assistance under the project pending corrective action by the State or pending a decision to terminate the grant by the Service.
2. The State may unilaterally terminate the project at any time prior to the first payment on the project. After the initial payment, the project may be terminated, modified, or amended by the State only by mutual agreement.
3. The Director may terminate the project in whole, or in part, at any time before the date of completion, whenever it is determined that the grantee has failed to comply with the conditions of the grant. The Director will promptly notify the State in writing of the determination and the reasons for the termination, together with the effective date. Payments made to States or recoveries by the Service under projects terminated for cause shall be in accord with the legal rights and liabilities of the parties.
4. The Director or State may terminate grants in whole, or in part at any time before the date of completion, when both parties agree that the continuation of the project would not produce beneficial results commensurate with the further expenditure of funds. The two parties shall agree upon the termination conditions, including the effective date and, in the case of partial termination, the portion to be terminated. The grantee shall not incur new obligations for the terminated portion after the effective date, and shall cancel as many outstanding obligations as possible. The NPS may allow full credit to the State for the Federal share of the non-cancelable obligations, properly incurred by the grantee prior to termination.
5. Termination either for cause or for convenience requires that the project in question be brought to a

state of recreational usefulness agreed upon by the State and the Director or that all funds provided by the National Park Service be returned.

D. Project Closeout

1. The State will determine that all applicable administrative actions, including financial, and all required work as described in the project agreement has been completed by the end of the project's period of performance.
2. Within 90 calendar days after completing the project or following the Expiration Date of the period of performance, whichever comes first, the State will submit all required documentation as outlined in the Manual and the Federal Financial Report (SF-425) as outlined in Article XIV of this Agreement for approval by the Service prior to requesting final reimbursement.
3. After review, including any adjustments, and approval from the NPS, the State will request through ASAP the final allowable reimbursable costs. Upon completion of an electronic payment, the State will submit a completed "LWCF Record of Electronic Payment" form to the NPS.
4. The NPS retains the right to disallow costs and recover funds on the basis of later audit or other review within the record retention period.



Bondurant - CAD - Calls for Service Count

Sep 2024

Call Code	Call Sub-Code	Number of Calls
ABANDONED VEHICLE		3
ACCIDENT		1
ACCIDENT	PERSONAL INJURY	2
ACCIDENT	PROPERTY DAMAGE	6
ALARM SILENT	ROBBERY/HOLD UP	1
ANIMAL CALL		2
ANIMAL CALL	BARKING DOG	2
ANIMAL CALL	BITE	2
ANIMAL CALL	INJURED	3
ANIMAL CALL	STRAY	1
ASSIST OFFICER/AGENCY		5
ASSIST OFFICER/AGENCY	FIRE DEPARTMENT (PSCO USE ONLY)	3
ASSIST OFFICER/AGENCY	MEDICS (PCSO USE ONLY)	32
AUDIBLE ALARM		1
AUDIBLE ALARM	COMMERCIAL	2
AUDIBLE ALARM	RESIDENTIAL	1
BROADCAST	RECKLESS	1
BUILDING CHECK		59
BURGLARY	REPORT	1
CHILD IN NEED OF ASSISTANCE		1
CIVIL CASE	SERVE PAPERS	1
CONCENTRATED PATROL - PC		121
DISPUTE/DISAGREEMENT		8
DISPUTE/DISAGREEMENT	HALF ONLY	4
DISPUTE/DISAGREEMENT	NEIGHBORHOOD	2
DISPUTE/DISAGREEMENT	WEAPON	1
DOMESTIC		5
DPQ	FIREWORKS	2
DPQ	JUVENILE	1



Bondurant - CAD - Calls for Service Count

Sep 2024

DPQ	LOUD MUSIC	1
FIGHT		1
FOLLOW UP		20
FRAUD		1
FRAUD	REPORT	2
HARASSMENT		1
HARASSMENT	REPORT	6
HAZMAT - CHOOSE SUB TYPE	NATURAL GAS	1
HIT & RUN	SMELL / LEAK - DO ONLY REPORT	3
ILLEGAL PARKING		2
ILLEGAL PARKING	BLOCKING DRIVEWAY	1
ILLEGAL POSSESSION	ALCOHOL	1
ILLEGAL POSSESSION	NARCOTICS	3
ILLEGAL POSSESSION	TOBACCO	2
INFORMATION		6
INFORMATION	REPOSSED VEHICLE	1
INTOXICATED PERSON		1
INVESTIGATION ASSIGNMENT	SUSPICIOUS ODOR	1
LARCENY MOTOR VEHICLE		1
LOST PROPERTY	REPORT	1
MENTAL PROBLEM		4
MESSAGE		9
MISCELLANEOUS TRIP		1
MISSING PERSON	JUVENILE	1
NARCOTIC ACTIVITY		1
OWI		2
PUBLIC ASSIST (POLICE)		12
PUBLIC WORKS INFORMATION		1
RADAR SETUP		37
RECKLESS DRIVER(S)		6
RESCUE - CHOOSE SUB TYPE	ELEVATOR ENTRAPMENT	1



Bondurant - CAD - Calls for Service Count

Sep 2024

RESIDENTIAL FIRE	ALARM	1
ROADS HAZARDOUS/BLOCKED		1
ROADS HAZARDOUS/BLOCKED	LIVESTOCK IN ROADWAY	1
ROBBERY	REPORT	1
RUNAWAY	RECOVERED	1
SCHOOL BUS VIOLATION		6
SPECIAL WATCH		13
STALLED VEHICLE		3
STILL ALARM - CHOOSE SUB	ELECTRICAL PROBLEM	1
STRUCTURE FIRE	RESIDENTIAL	1
SUICIDE	THREATS	3
SUSPICIOUS		2
SUSPICIOUS	ACTIVITY	7
SUSPICIOUS	PERSON	4
SUSPICIOUS	PERSON WITH WEAPON	1
SUSPICIOUS	VEHICLE	11
THEFT		1
THEFT	REPORT	5
THREATS		2
THREATS	REPORT	4
TRAFFIC STOP		146
UNKNOWN PROBLEM		2
VANDALISM		1
VANDALISM	REPORT	3
VEHICLE UNLOCK		6
WANTED PERSON		2
WELFARE CHECK		6
Total:		640



**BUSINESS OF THE CITY COUNCIL
BONDURANT, IOWA
AGENDA STATEMENT**

Item No. 7.a.
For Meeting of 10/7/2024
Public Hearing

TITLE: Public hearing to consider text amendment to Section 178.12. of the Zoning Code creating the Business Park (BP) District

CONTACT PERSON:

Maggie Murray, Planning & Community Development Director
Isaac Pezley, City Planner

BRIEF HISTORY & ANALYSIS: The City of Bondurant has recently kicked-off a Zoning Ordinance Rewrite effort. As part of this effort, City staff requested Confluence to draft a new zoning district to be called Business Park (BP) District. The intent of this district is to serve uses that would be compatible adjacent to residential and general commercial districts even though their uses may not be outright permitted in these districts. The district would include such uses as construction sales and service offices, retail sales, light manufacturing, and warehousing and wholesaling.

The Planning and Zoning Commission considered this amendment at its September 12, 2024 meeting.

FUNDING SOURCE: NA

STAFF RECOMMENDATION: Hold public hearing.

APPROVED FOR SUBMITTAL:

ATTACHMENTS:

1. BP Zoning District - Draft

178.12 BP BUSINESS PARK. The “BP” District is intended for business and limited light industrial uses that are at a smaller scale and compatible with being in closer proximity with residential uses. Uses include office and general business uses, contractor’s offices, storage and warehousing, and light assembly and manufacturing. All activities occur within a building with no outdoor storage of goods and bulk materials. Buildings have front facades with more of an office or retail level of finish and sites are well landscaped with parking lots and loading docks paved and well screened from adjoining properties.

- 1. Principal Permitted Uses.** Only the uses of structures or land listed in this section shall be permitted in the “BP” District, provided, however, that all manufacturing, assembling, compounding, processing, packaging or other comparable treatment, shall take place within completely enclosed buildings and there shall be no outdoor storage of goods and materials. All open areas not used for off-street parking or loading shall be planted with grass, shrubs and trees, properly maintained, and kept free from refuse and debris.
 - A. Public and civic uses including colleges, universities, trade schools, public or private K-12 schools, membership or religious organizations, social clubs, government buildings, hospitals, and similar uses.
 - B. Childcare center, state license required.
 - C. Banks and the offices of financial services.
 - D. Construction sales and service offices, contractor office, office for plumber, electrician, HVAC service or similar use with no outdoor storage of construction materials, debris, and goods.
 - E. Funeral homes.
 - F. Medical or dental clinic, pediatrician's office, outpatient surgery center, medical testing center, or similar use.
 - G. Personal and consumer services, including beauty salon, barbershop, dry cleaner and laundry service, fitness center, gym, health spa, and similar uses.
 - H. Print shop, copy center, retail shipping store.
 - I. Professional Office (corporate, law, engineering, architecture, real estate, insurance, accounting, bookkeeping or similar use).
 - J. Retail sales (grocery store, hardware and building supply, pharmacy/drug store, office supplies store, bakery, clothing or department store, and similar retail use - not including any automotive, truck, or motor vehicle-oriented service or sales businesses, gas or service stations, truck stops).
 - K. Restaurants without drive-thru facilities.

- L. Light manufacturing, assembly, and testing of small appliances, small industrial and electronic instruments and devices, small mechanical components, and consumer goods - not including any food related processing or packaging or other raw or waste material processing or packaging, provided that the entire operation is conducted within a building and no materials and/or products are stored outside the building.
- M. Research laboratory and testing.
- N. Indoor storage of equipment, data and records, electronic data center, furniture and similar items.
- O. Warehousing and wholesaling (buildings may not exceed 45,000 square feet).

2. Permitted Accessory Uses.

- A. Accessory uses of land or structures customarily incidental and subordinate to any of the above principal uses.
- B. Signs in accordance with Chapter 181 of this Code of Ordinances.
- C. TV Dish Antennas and Communication towers in accordance with Section 177.11 of this Code of Ordinances.

3. Required Conditions.

- A. No use shall be permitted to be established or maintained which by reason of its nature or manner of operations is or may become hazardous, noxious, or offensive owing to the emission of odor, dust, smoke, cinder, gas, fumes, noise, vibrations, refuse matter or water-carried waste.
- B. Where property zoned “BP” is adjacent to any property zoned for residential use, in addition to the screening requirements of 179.02.4, a 25 foot-wide buffer yard shall be provided whereby no part of any required buffer yard shall be used for parking, storage, loading, active recreation, locating refuse containers, or similar activity which may create a nuisance.

4. Permitted Conditional Uses.

- A. Communication towers (freestanding type), see section 177.12 of the Zoning Code – General Regulations.
- B. Communication towers (building-supported type), see Section 177.13 of the Zoning Code – General Regulations.
- C. Mini warehouse or self-storage facility (in-door only).
- D. Wind Energy Conversion Systems (WECS), see section 177.14 of the Zoning Code – General Regulations.

5. Bulk Regulations. The following minimum requirements shall be observed subject to the modifications contained in Section 177.07.

- A. Front Yard. 50 feet from all streets or public Ingress/Egress easements.
- B. Side Yard. 20 feet; provided that where adjacent to an “R” or “C-1” zoning district a side yard of 25 feet shall be required.
- C. Rear Yard. 50 feet.
- D. Maximum Height. 45 feet.
- E. Minimum Lot Area. 10,000 sq. ft.
- F. A minimum of 15% of the lot area shall be retained as landscaped open space to include such items as walks, trees, shrubs, fountains, or other ornamental features.

Summary of BP Bulk Regulations:

(A) Front Yard Setback	50 ft.
(B) Side Yard Setbacks	20 ft. 25 ft. if adjacent to street, “R”, or “C-1” zoning district.
(C) Rear Yard Setback	50 ft.
(D) Maximum Height	45 ft..
(E) Minimum Lot Area	10,000 sq. ft.
(F) Minimum Open Space	15% of the lot area



**BUSINESS OF THE CITY COUNCIL
BONDURANT, IOWA
AGENDA STATEMENT**

Item No. 7.b.
For Meeting of 10/7/2024
Public Hearing

TITLE: Public hearing to consider request to amend the Future Land Use Map for 319 Washington Avenue SE from Regional Commercial to Business Park/Light Industrial

CONTACT PERSON:

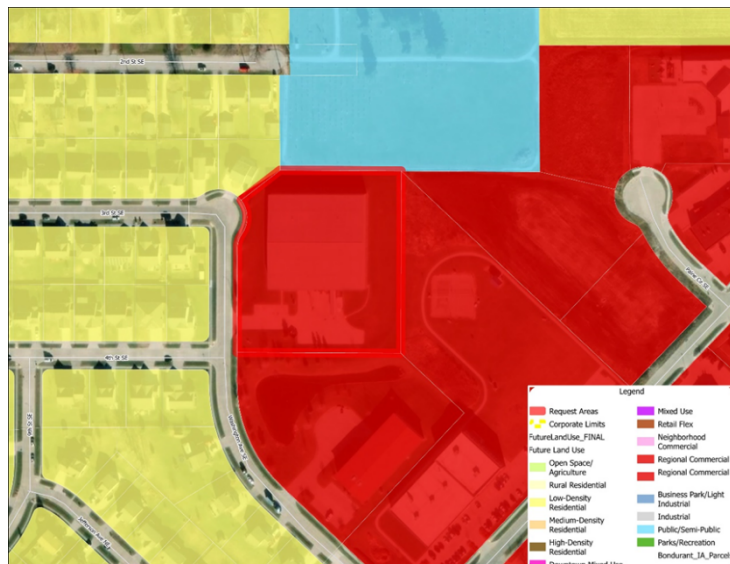
Maggie Murray, Planning & Community Development Director
Isaac Pezley, City Planner

BRIEF HISTORY & ANALYSIS: The City of Bondurant has received a request to amend the Future Land Use Map. The request would amend 319 Washington Avenue SE from Regional Commercial to Business Park/Light Industrial. The current use of the property is warehousing, the requested amendment would allow for the continuation of this use. An aerial of proposed amendment area can be found below:

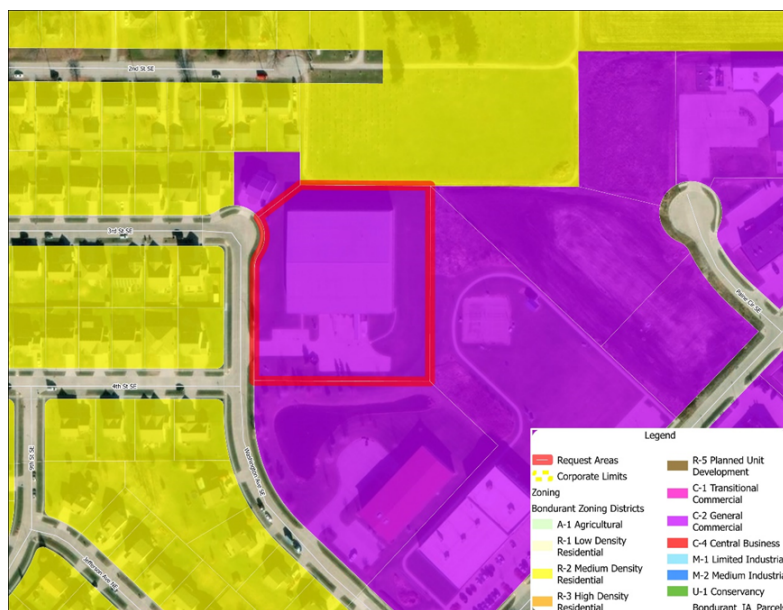


The City's Future Land Use Map, which guides potential rezoning requests but is not the regulatory tool like the Zoning Ordinance/Map, currently guides this area as Regional Commercial. 319 Washington Avenue SE has operated a warehousing use since its construction. This use is not an allowable use in the C-2 General Commercial District and is considered a legal non-conforming use. The area to the south and east are shown on the Future Land Use Map as General Commercial, Public/Semi-Public to

the north and Low-Density Residential to the west. The current Future Land Use Map with the proposed amendment area outlined can be seen below.



The property is question is currently zoned C-2 Regional Commercial. The requested amendment would not change the zoning of the property. The property is outlined in red on the City Zoning Map below:



Analysis: The applicant submitted a site plan to construct the existing building in 2007. There is an indication the City intended to rezone the property from C-2 General Commercial to an Industrial zoning at that time. City staff has not been able to find any ordinance, resolution, or meeting minutes to indicate such a rezoning took place. City staff consider the operation of this property to be a legal non-conforming use. The

applicant is requesting an amendment to the Future Land Use Map as well as a rezoning request to allow for the continuation of the current use of warehousing.

The Council set a public hearing at its September 16, 2024, Council meeting. This is the published time and place for that public hearing.

The Planning and Zoning Commission voted 7-0 to recommend approval of the request to amend the Future Land Use Map at their September 12, 2024, meeting.

FUNDING SOURCE: NA

STAFF RECOMMENDATION: Hold public hearing.

APPROVED FOR SUBMITTAL:

ATTACHMENTS:

1. RESOLUTION NO. 240916-199

CITY OF BONDURANT
RESOLUTION NO. 240916-199

RESOLUTION AFFIXING A DATE FOR A PUBLIC HEARING ON THE REQUEST TO
MODIFY FUTURE LAND USE MAP FOR 319 WASHINGTON AVENUE SE FROM
REGIONAL COMMERCIAL TO BUSINESS PARK/LIGHT INDUSTRIAL

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

That the City Council of the City of Bondurant, Iowa, hereby proposes to amend the Future Land Use Map from Regional Commercial to Business Park/Light Industrial on property located at 319 Washington Avenue SE, property described as follows:

LOT 1 MEADOW BROOK NORTH PLAT 18

BE IT FURTHER RESOLVED THAT: A public hearing will be held on the 7th day of October, 2024 6:00 p.m. at the Bondurant City Center at 200 2nd Street NE, Bondurant, Polk County, Iowa at which time the Council will hear public comments on the proposed change in rezoning of said property.

BE IT FINALLY RESOLVED THAT: The City Clerk is hereby directed to publish notice of said hearing, as required by law.

Passed and approved by the City Council of the City of Bondurant, Iowa, this 16th day of September 2024.

By: _____
Doug Elrod, Mayor

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

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

Shelby Hagan, City Clerk

Name	Yay	Nay	Abstain	Absent
Cox				
Driscoll				
McKenzie				
Peffer				
Sillanpaa				

NOTICE OF PUBLIC HEARING

The City Council of the City of Bondurant will hold a public hearing at 6:00 p.m. on October 7, 2024 in the Bondurant City Center at 106 2nd Street NE, Bondurant, Polk County, Iowa, to hear a request to amend the Future Land Use Map from Regional Commercial to Business Park/Light Industrial on property located 319 Washington Avenue SE, on properties described as follows:

LOT 1 MEADOW BROOK NORTH PLAT 18

All interested parties are encouraged to attend.

SHELBY HAGAN,
CITY CLERK



**BUSINESS OF THE CITY COUNCIL
BONDURANT, IOWA
AGENDA STATEMENT**

Item No. 7.c.
For Meeting of 10/7/2024
Public Hearing

TITLE: Public hearing to consider the request to rezone 319 Washington Avenue SE from the General Commercial (C-2) District to the Business Park (BP) District

CONTACT PERSON:

Maggie Murray, Planning & Community Development Director
Isaac Pezley, City Planner

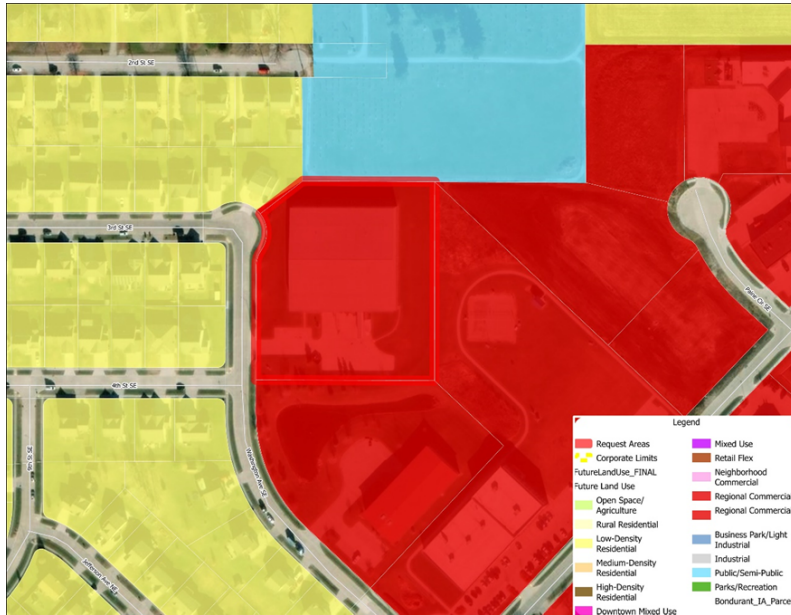
BRIEF HISTORY & ANALYSIS: The City has received a rezoning request for 319 Washington Avenue SE. The rezoning request proposes to change the zoning from C-2 General Commercial to BP Business Park. This property is fully developed and has been operating as a legal non-conforming use. The request area is highlighted below.



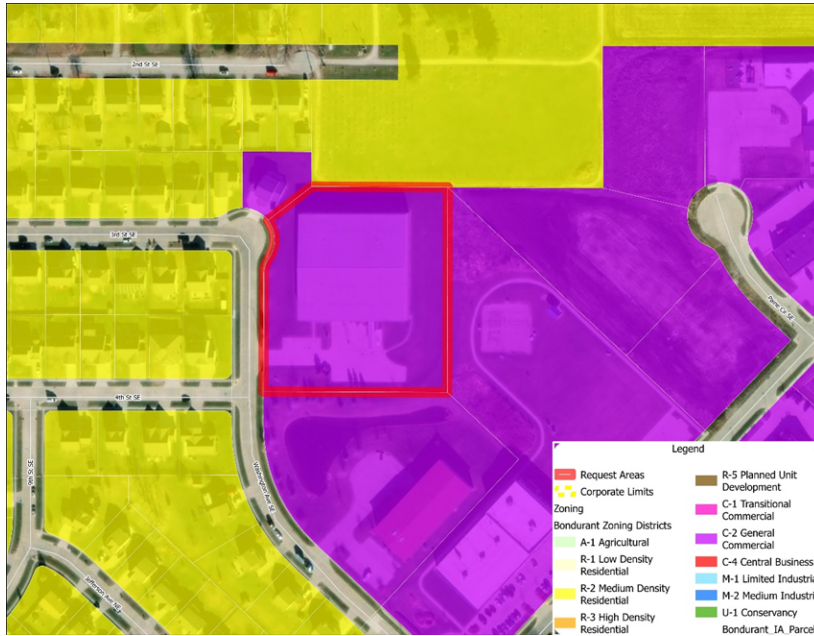
When considering rezoning requests, the Planning & Zoning Commission and City Council should take into account the following: the Comprehensive Plan/Future Land use Map, Zoning, Parkland Dedication, Streets, Pedestrian Connections, Utilities, the FEMA Floodplain, the City's Stream Buffer Ordinance, and Comments from City Officials and Private Utilities.

Comprehensive Plan/Future Land Use Map – the applicant has requested an

amendment to the 2022 Future Land Use Map. The amendment would change the request area from Regional Commercial to Business Park/Light Industrial. There is existing Regional Commercial areas located south of the request area. There is existing low-density residential located to the west of the request area. The request area is outlined below on the 2022 Future Land Use Map.



Zoning – 319 Washington Avenue SE is currently zoned C-2 General Commercial. At the time this site was developed there were conversations between the City and the applicant that indicated the City would rezone this property. City staff is unable to find any ordinance, resolution or meeting minutes to suggest this rezoning ever took place. The current use of the property, warehousing, is not permitted within the C-2 General Commercial District. The Business Park District would allow for this use to take place. The property in questions is outlined in red below on the City's existing Zoning Map.



Parkland Dedication – This site is fully developed and has no parkland dedication requirements to fulfill.

Streets – The property has one access point from Washington Avenue SE.

Pedestrian Connections – There is currently a pedestrian sidewalk on site along Washington Avenue SE.

Utilities – All utilities have been expanded to this site.

FEMA Floodplain – this development is not located in the FEMA Floodplain area.

Stream Buffer Ordinance - this development is not subject to the City’s Stream Buffer Ordinance.

Comments from City Officials and Utilities -

- City Engineering – No comments received at this time.
- Public Works – No comments received at this time.
- Emergency Services – No comments received at this time.

The Planning and Zoning Commission recommended approval of this item on its September 12, 2024, agenda.

The City Council set a public hearing date for this item at its September 16 meeting and this is the published time and date for the public hearing.

FUNDING SOURCE: NA

STAFF RECOMMENDATION: The Planning and Zoning Commission voted 7-0 to recommend approval of the rezoning request at their September 12, 2024, meeting. Hold public hearing.

APPROVED FOR SUBMITTAL:

ATTACHMENTS:

1. RESOLUTION NO. 240916-200

CITY OF BONDURANT
RESOLUTION NO. 240916-200

RESOLUTION AFFIXING A DATE FOR A PUBLIC HEARING ON THE REQUEST FOR
REZONING FROM THE GENERAL COMMERCIAL (C-2) DISTRICT TO THE
BUSINESS PARK (BP) DISTRICT, ON PROPERTY LOCATED AT 319 WASHINGTON
AVENUE SE

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

That the City Council of the City of Bondurant, Iowa, hereby proposes to rezone property from the General Commercial (C-2) District to the Business Park (BP) District on property described as follows:

LOT 1 MEADOW BROOK NORTH PLAT 18

BE IT FURTHER RESOLVED THAT: A public hearing will be held on the 7th day of October, 2024 6:00 p.m. at the Bondurant Public Library at 106 2nd Street NE, Bondurant, Polk County, Iowa at which time the Council will hear public comments on the proposed rezoning request of said property.

BE IT FINALLY RESOLVED THAT: The City Clerk is hereby directed to publish notice of said hearing, as required by law.

Passed and approved by the City Council of the City of Bondurant, Iowa, this 16th day of September 2024.

By: _____
Doug Elrod, Mayor

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

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

Shelby Hagan, City Clerk

Name	Yay	Nay	Abstain	Absent
Cox				
Driscoll				
McKenzie				
Peffer				
Sillanpaa				

NOTICE OF PUBLIC HEARING

The City Council of the City of Bondurant will hold a public hearing at 6:00 p.m. on October 7, 2024 in the Bondurant Public Library at 106 2nd Street NE, Bondurant, Polk County, Iowa, to hear a request to rezone property from the General Commercial (C-2) District to the Business Park (BP) District, on property described as follows:

LOT 1 MEADOW BROOK NORTH PLAT 18

All interested parties are encouraged to attend.

SHELBY HAGAN,
CITY CLERK



**BUSINESS OF THE CITY COUNCIL
BONDURANT, IOWA
AGENDA STATEMENT**

Item No. 7.d.
For Meeting of 10/7/2024
Public Hearing

TITLE: Public hearing to consider request to amend the Future Land Use Map for portions of the Civic Campus North Preliminary Plat area from Public/Semi-Public to Regional Commercial

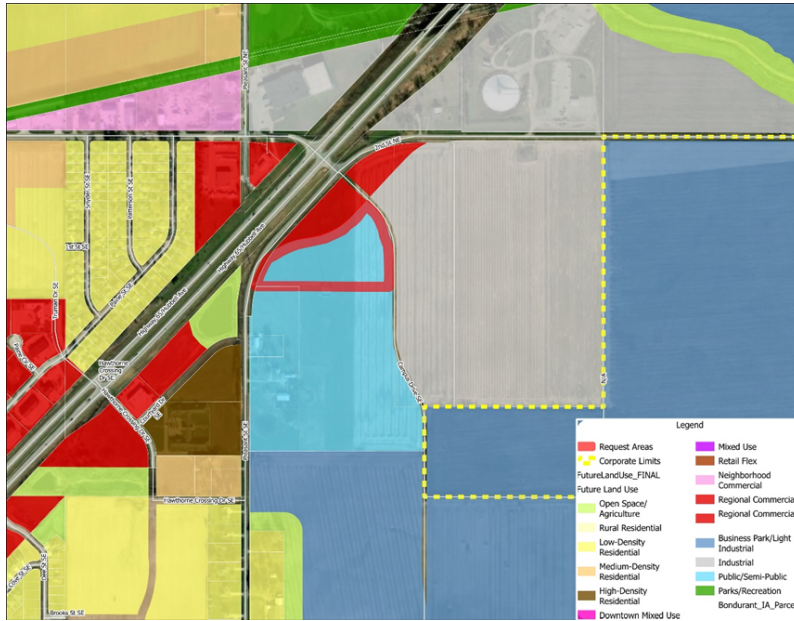
CONTACT PERSON:

Maggie Murray, Planning & Community Development Director
Isaac Pezley, City Planner

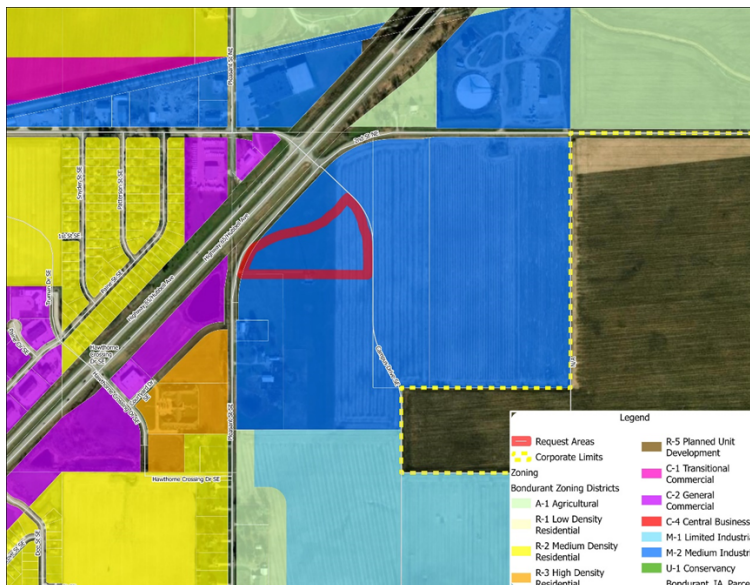
BRIEF HISTORY & ANALYSIS: The City of Bondurant is submitting a request to amend the Future Land Use Map. The request would amend a Lots 1 and 2 of the Civic Campus North Preliminary Plat from Public/Semi-Public to Regional Commercial. The request would allow for regional commercial development to take place on the lots. An aerial of proposed amendment area can be found below:



The City's Future Land Use Map, which guides potential rezoning requests but is not the regulatory tool like the Zoning Ordinance/Map, currently guides this area as Public/Semi-Public. The Civic Campus Master Plan shows this area being developed as General Commercial. The area directly south of these lots are shown in the Master Plan as being developed for City services. The current Future Land Use Map with the proposed amendment area outlined can be seen below.



The property in question is currently zoned M-2 Medium Industrial. The requested amendment would not change the zoning of the property. The property is outlined in red on the City Zoning Map below:



Analysis:

The Planning and Zoning Commission reviewed the Civic Campus Master Plan at their March 9, 2023 meeting. The Commission voted 6-0 to recommend approval of the Plan. The plan was approved by City Council at their April 10, 2023 meeting. The proposed Future Land Use Map amendment is consistent with the approved Civic Campus Master Plan which can be found at: chrome-

extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.cityofbondurant.com/sites/g/files/vyhli2841/f/uploads/final_civic_campus_master_plan.pdf.

The Planning and Zoning Commission voted 7-0 to recommend approval of the rezoning at its September 12, 2024, meeting.

The City Council set the date of a public hearing at its September 16, 2024, council meeting and this is the published time and date of that hearing.

FUNDING SOURCE: NA

STAFF RECOMMENDATION: Hold public hearing.

APPROVED FOR SUBMITTAL:

ATTACHMENTS: None



**BUSINESS OF THE CITY COUNCIL
BONDURANT, IOWA
AGENDA STATEMENT**

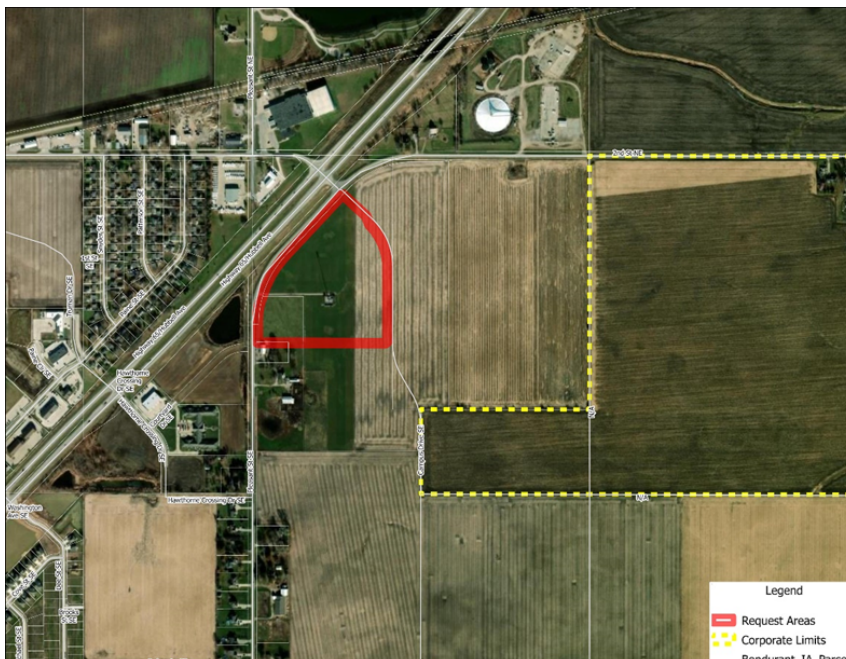
Item No. 7.e.
For Meeting of 10/7/2024
Public Hearing

TITLE: Public hearing to consider the request to rezone portions of the Civic Campus North Preliminary Plat area from the Medium Industrial (M-2) District to the General Commercial (C-2) District

CONTACT PERSON:

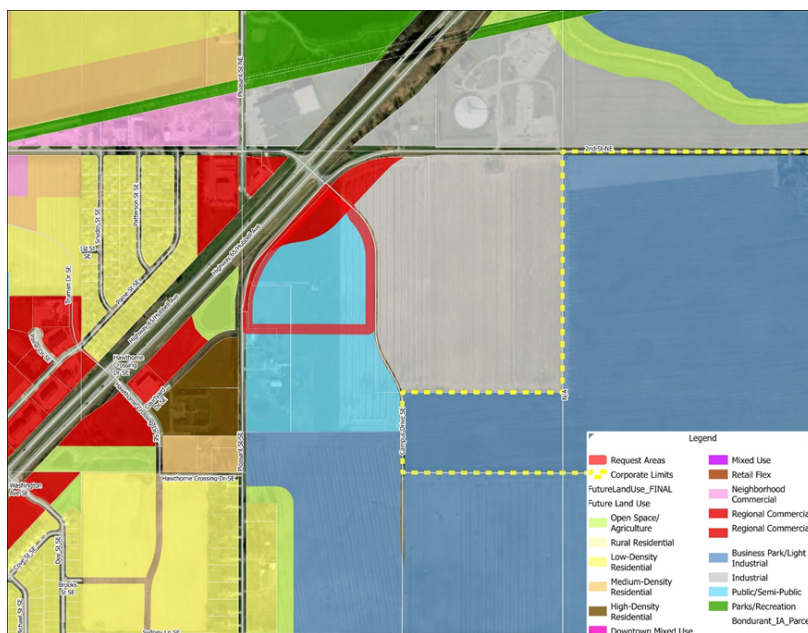
Maggie Murray, Planning & Community Development Director
Isaac Pezley, City Planner

BRIEF HISTORY & ANALYSIS: The City has submitted a rezoning request for Lots 1 & 2 of the Civic Campus North Preliminary Plat area and a portion of the parcel located north of the newly aligned Pleasant Street SE, located south of the intersection of Hubbell Avenue/Highway 65 and 2nd Street NE. The rezoning request proposes to change the zoning from M-2 Medium Industrial to C-2 General Commercial. This area is part of the Civic Campus Master Plan area, a plan the Commission reviewed and recommended approval on at their April 10, 2023 meeting. The request area is highlighted below.

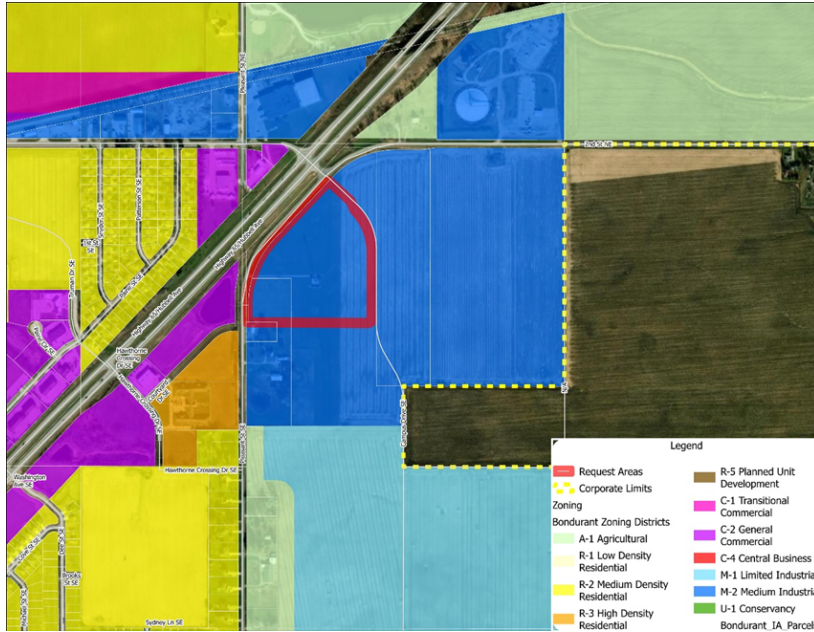


When considering rezoning requests, the Planning & Zoning Commission and City Council should take into account the following: the Comprehensive Plan/Future Land use Map, Zoning, Parkland Dedication, Streets, Pedestrian Connections, Utilities, the FEMA Floodplain, the City's Stream Buffer Ordinance, and Comments from City Officials and Private Utilities.

Comprehensive Plan/Future Land Use Map – the City has requested an amendment to the 2022 Future Land Use Map. The amendment would change the request area from Public/Semi-Public to Regional Commercial. There is existing Regional Commercial areas along Hubbell Avenue, located south of the request area. The request area is outlined below on the 2022 Future Land Use Map.



Zoning – The rezoning request area is currently zoned as M-2 Medium Industrial. The City is requesting to rezone these areas to C-2 Regional Commercial in accordance to the Civic Campus Master Plan. The C-2 Regional Commercial allows for general retail and professional office uses and efficient development of major retail shopping areas.



Parkland Dedication – Parkland dedication is not required for commercial developments. The Civic Campus Master Plan shows pedestrian trails throughout the development area.

Streets – The rezoning request area would be accessible from Pleasant Street SE and Campus Drive SE.

Pedestrian Connections – Will be addressed during the platting process.

Utilities – All utilities will extended to this area during development.

FEMA Floodplain – this development is not located in the FEMA Floodplain area.

Stream Buffer Ordinance - this development is not subject to the City's Stream Buffer Ordinance.

Comments from City Officials and Utilities -

- City Engineering – No comments received at this time.
- Public Works – No comments received at this time.
- Emergency Services – No comments received at this time.

The Planning & Zoning Commission voted 7-0 to recommend approval of the rezoning request at their September 12, 2024, meeting.

The City Council set the public hearing date for this item at its September 16 meeting and this is the published time and date for this public hearing.

FUNDING SOURCE: NA

STAFF RECOMMENDATION: The Planning & Zoning Commission voted 7-0 to recommend approval of the rezoning request at their September 12, 2024, meeting. Hold public hearing.

APPROVED FOR SUBMITTAL:

ATTACHMENTS:

1. RESOLUTION NO. 240916-202

CITY OF BONDURANT
RESOLUTION NO. 240916-202

RESOLUTION AFFIXING A DATE FOR A PUBLIC HEARING ON THE REQUEST TO
REZONE LOTS 1 & 2 OF THE CIVIC CAMPUS NORTH PRELIMINARY PLAT AREA
AND THE REMAINING PORTION OF PARCEL 8022-32-102-003 NORTH OR LOTS 1
& 2 OF THE CIVIC CAMPUS NORTH PRELIMINARY PLAT, PARCEL 8022-32-102-
006 FROM THE MEDIUM INDUSTRIAL (M-2) DISTRICT TO THE GENERAL
COMMERCIAL (C-2) DISTRICT

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

That the City Council of the City of Bondurant, Iowa, hereby proposes to rezone property
from the Medium Industrial (M-2) District to the General Commercial (C-2) District on
property described as follows:

LOTS 1 AND 2 OF THE CIVIC CAMPUS NORTH PRELIMINARY PLAT, LOCATED IN
BONDURANT, POLK COUNTY, IOWA AND THOSE REMAINING PORTIONS OF
PARCE 8022-32-102-003 NORTH OF LOTS 1 AND 2 OF THE CIVIC CAMPUS NORTH
PRELIMINARY PLAT; AND ALL OF PARCEL 8022-32-102-006.

BE IT FURTHER RESOLVED THAT: A public hearing will be held on the 7th day of
October, 2024 6:00 p.m. at the Bondurant Public Library at 106 2nd Street NE, Bondurant,
Polk County, Iowa at which time the Council will hear public comments on the proposed
rezoning request of said property.

BE IT FINALLY RESOLVED THAT: The City Clerk is hereby directed to publish notice of
said hearing, as required by law.

Passed and approved by the City Council of the City of Bondurant, Iowa, this 16th day of
September, 2024.

By: _____
Doug Elrod, Mayor

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

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

Shelby Hagan, City Clerk

Name	Yay	Nay	Abstain	Absent
Cox				
Driscoll				
McKenzie				
Peffer				
Sillanpaa				

NOTICE OF PUBLIC HEARING

The City Council of the City of Bondurant will hold a public hearing at 6:00 p.m. on October 7, 2024 in the Bondurant Public Library at 106 2nd Street NE, Bondurant, Polk County, Iowa, to hear a request to rezone property from the Medium Industrial (M-2) District to the General Commercial (C-2) District, on property described as follows:

LOTS 1 AND 2 OF THE CIVIC CAMPUS NORTH PRELIMINARY PLAT, LOCATED IN BONDURANT, POLK COUNTY, IOWA AND THOSE REMAINING PORTIONS OF PARCE 8022-32-102-003 NORTH OF LOTS 1 AND 2 OF THE CIVIC CAMPUS NORTH PRELIMINARY PLAT; AND ALL OF PARCEL 8022-32-102-006.

All interested parties are encouraged to attend.

SHELBY HAGAN,
CITY CLERK



**BUSINESS OF THE CITY COUNCIL
BONDURANT, IOWA
AGENDA STATEMENT**

Item No. 8.a.
For Meeting of 10/7/2024
Ordinance

TITLE: - (Third and Final Reading) Ordinance amending the City Code of Bondurant, Iowa, by adding a new chapter titled Chapter 56 - Urban Chickens

CONTACT PERSON:

Marketa Oliver, ICMA-CM, SPHR, City Administrator
Isaac Pezley, City Planner
Maggie Murray, Planning & Community Development Director

BRIEF HISTORY & ANALYSIS: At the request of the City Council, staff presents the attached Chapter 56 - Urban Chickens ordinance and the attached associated Urban Chickens application form. This Chapter 56 - Urban Chickens code is based off of research done on various communities across the state. This Chapter 56 also takes into account previous feedback provided by City Council during both the July 29, 2024, workshop session and the August 19, 2024, City Council meeting. The attached Chapter 56 addresses permit review and approval processes, enclosure requirements, where and how many chickens can be on a property, among other things.

The first reading of the ordinance was adopted at the September 2, 2024, council meeting. The subject of urban Chickens was also discussed at the September 16, 2024, council meeting. The second reading was approved at the September 30, 2024 City Council meeting.

FUNDING SOURCE: N/A

STAFF RECOMMENDATION: City Council may choose to consider approval of the third (final) ordinance reading.

APPROVED FOR SUBMITTAL:

ATTACHMENTS:

1. ORDINANCE NO. 240903-212
2. Urban Chicken Application Draft

**CITY OF BONDURANT
ORDINANCE NO. 240903-212**

**ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF
BONDURANT, IOWA, 2002, BY ADDING CHAPTER 56, URBAN CHICKENS**

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

Section 1: **CHAPTER ADDED.** Chapter 56 is added to the City's Code to read as follows:

**CHAPTER 56
URBAN CHICKENS**

56.01 Purpose	56.08 Odor and Noise Impacts
56.02 Definitions	56.09 Predators, Rodents, Insects, and Parasites
56.03 Permit Required	56.10 Feed and Water
56.04 Number and Type of Chickens Allowed	56.11 Waste Storage and Removal
56.05 Enclosure Requirements	56.12 Chickens at Large
56.06 Zoning Districts Allowed	56.13 Unlawful Acts
56.07 Non-Commercial Use Only	56.14 Nuisances

56.01 PURPOSE. The purpose of this chapter is to protect the health, safety and welfare of the citizens within the City by allowing a process by which a property owner may keep a limited number of domesticated chickens on their property while observing minimum property standards.

56.02 DEFINITIONS. Definitions used in this chapter.

1. **“Chicken”** means a member of the subspecies *Gallus gallus domesticus*, a domesticated fowl.
2. **“Chicken run”** means an enclosed fenced area exclusively devoted to raising chickens.
3. **“Henhouse”** means a hen house, coop, cage, enclosure or building used for housing and protecting chickens from weather and predators.
4. **“Pen”** means an enclosure for chickens which allows freedom of movement but also prevents escape.
5. **“Permittee”** means an applicant who has been granted a permit to raise, harbor or keep chickens pursuant to this Chapter.
6. **“Permitting Officer”** means the administrative official or designee.
7. **“Tract of land”** means a property within a R-1 Low Density Residential District or R-2 Medium Density Residential District zoned lot that has one single-family dwelling located on the property or zoned lot.

8. **“Urban chicken”** means a chicken kept on a permitted tract of land pursuant to a permit issued under this Chapter.

56.03 PERMIT REQUIRED. No person shall raise, harbor, or keep chickens within the City without a valid permit obtained from the permitting officer under the provisions of this chapter.

1. Application. In order to obtain a permit, an applicant must submit a completed application on forms provided by the permitting officer and pay all fees required as approved from time to time by resolution of the City Council.
2. Requirements. The requirements to receive a permit shall include:
 - a. All requirements of this chapter being met.
 - b. All fees, as may be provided for from time to time by City Council resolution, for the permit are paid in full.
 - c. All amounts owed to the City, including but not limited to liens, fines, and judgements must be paid in full.
 - d. The tract of land to be permitted shall contain only one single family dwelling occupied and used as such by the permittee. Owner permission shall be required if the single family dwelling is occupied by someone other than the owner.
3. Issuance of Permit. If the permitting officer concludes as a result of the information contained in the application that the requirements for a permit have been met, then the officer shall issue the permit.
4. Fee. The fee for such permit shall be one-hundred (\$100) dollars for new permits and fifty (\$50) dollars for renewal permits.
5. Permits will be granted for one (1) year valid from January 1 through until December 31 and shall not be pro-rated for partial year.
 - a. Permits may be purchased at any time during the year but will be valid only through December 31.
 - b. Property owner shall notify the City upon discontinuance of housing chickens.
 - i. As part of discontinuing of housing chickens on the property, the pen and coop areas shall be cleaned in a timely manner so as to not provide a nuisance to neighboring property owners.
 - c. Fees shall not be refunded if the property owner removes the chickens from the premises.
 - d. By the granting of the permit to raise chickens and the application thereof, the permittee authorizes that the City or its agents have the right to go onto permittee's property any time for the limited purpose of inspection
6. Denial, Suspension, Revocation, Non-Renewal. The permitting officer may deny, suspend, revoke, or decline to renew any permit issued for any of the following grounds:
 - a. False statements on any application or other information or report required by this chapter to be given by the applicant.
 - b. Failure to pay any application, penalty, re-inspection or re-instatement fee required by this chapter or City Council resolution.
 - c. Failure to correct deficiencies noted in notices of violation in the time specified in the notice.
 - d. Failure to comply with the provisions of an approved mitigation/remediation plan by the permitting officer or designee.

- e. Failure to comply with any provision of this chapter.
- 7. Notification. A decision to revoke, suspend, deny, or not renew a permit shall be in writing, delivered by ordinary mail or in person to the address indicated on the application.
- 8. Effect of Revocation. When an application for a permit is denied, or when a permit is revoked, the applicant may not re-apply for a new permit for a period of one year from the date of the denial or revocation.
- 9. Appeals. In any instance where the permitting officer has denied, revoked, suspended, or not renewed a permit, the applicant or holder of urban chickens may appeal the decision to the City Administrator, or designee other than the permitting officer within 10 business days of receipt by the applicant or holder of the permit of the notice of the decision. The applicant or holder of the permit will be given an opportunity for a hearing. The decision of the officer hearing, the appeal, or any decision by the permitting officer which is not appealed in accordance to this chapter shall be deemed final action.
- 10. Property Covenants. The property owner must provide a copy of property covenants, where applicable, to confirm that chickens are permitted under those covenants.

56.04 NUMBER AND TYPE OF CHICKENS PERMITTED. No more than six (6) chickens (hens) shall be kept or maintained per property at any time.

56.05 ENCLOSURE REQUIREMENTS. The following criteria shall be considered a minimum form of compliance for the City to consider issuing a permit allowing for the presence of any particular chickens unless allowing such chickens would endanger the health, safety, peace, quiet, comfort, enjoyment of, or otherwise become a public nuisance to nearby residents or occupants or places of business:

- 1. Chickens must be kept in an enclosure or fenced area at all times. Chickens shall be secured within a henhouse or chicken tractor during non-daylight hours.
- 2. Enclosures must be kept in a clean, dry, odor-free, neat, and sanitary condition at all times.
- 3. Henhouses, chicken tractors, and chicken pens must provide adequate ventilation, adequate sun, and shade and must be impenetrable to rodents, wild birds, and predators, including dogs and cats.
- 4. Henhouses and chicken tractors.
 - A. Henhouses and chicken tractors shall be designed to provide safe and healthy living conditions for the chickens with a minimum of four-square feet per bird while minimizing adverse impacts to other residents in the neighborhood.
 - B. A henhouse or chicken tractor shall be enclosed on all sides and shall have a roof and doors. Access doors shall be able to be shut and locked at night. Opening windows and vents shall be covered with predator and bird proof wire of one inch or smaller openings.
 - C. The materials used in making a henhouse or chicken tractor shall be uniform for each element of the structure such that the walls are made of the same material, the roof has the same shingles or other covering, and any windows or openings are constructed using the same materials. The use of scrap, waste board, sheet

metal, or similar materials is prohibited. Henhouses and chicken tractors shall be well maintained.

- D. Henhouses, chicken tractors, and chicken pens shall only be located in the rear yard.
- E. Henhouses, chicken tractors, and chicken pens must be located at least three (3) feet from the property line and at least 25 feet from any adjacent residential principal structure and shall meet all other accessory structure provisions of the zoning ordinance.
- F. Henhouses, chicken tractors and chicken pens must be located at least ten (10) feet from any storm water drainage/storm water detention/overland flowage easement and should not be located within any drainage swale that is not covered by easement.
- G. Henhouses, chicken tractors and chicken pens must be located in the rear yard.

56.06 ZONING DISTRICTS ALLOWED. Permits will be granted only for tracts of land in an R-1 or R-2 residential district as identified on the current Official Zoning Map on file with the City. Permits will also be granted only for tracts of land in an R-1 or R-2 residential district in which the property owner can show that chickens are permitted under governing land covenants.

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

56.08 ODOR AND NOISE IMPACTS.

- 1. Odors from chickens, chicken manure, or other chicken related substances shall not be perceptible beyond the boundaries of the permitted tract of land.
- 2. Noise from chickens shall not be loud enough beyond the boundaries of the permitted tract of land at the property boundaries to disturb persons of reasonable sensitivity.

56.09 PREDATORS, RODENTS, INSECTS AND PARASITES. The permittee shall take necessary action to reduce the attraction of predators and rodents and the potential infestation of insects and parasites. Chickens found to be infested with insects and parasites that may result in unhealthy conditions to human habitation may be removed by the City health officer.

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

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

56.12 CHICKENS AT LARGE. The permittee shall not allow the permittee's chickens to roam off the permitted tract of land. No dog or cat or other domesticated animal which kills

a chicken off the permitted tract of land will, for that reason alone, not be considered a dangerous or aggressive animal or the City's responsibility to enforce its animal control provisions.

56.13 UNLAWFUL ACTS.

1. It shall be unlawful for any person to keep chickens in violation of any provision of this chapter or any other provision of this Code of Ordinances.
2. It shall be unlawful for any owner, renter, or leaseholder of property to allow chickens to be kept on the property in violation of the provisions of this chapter.
3. No person shall keep chickens inside a single-family dwelling unit or any other structure than an approved henhouse or chicken tractor.
4. No person shall slaughter any chickens within the City outside of legally operating poultry production facilities.
5. No person shall keep a rooster.
6. No person shall keep chickens on a vacant or uninhabited tract of land.

56.14 NUISANCES. Any violation of the terms of this chapter that constitutes a health hazard or that interferes with the use or enjoyment of neighboring property is a nuisance and may be abated under the general nuisance abatement provisions in Chapter 50 of this Code of Ordinances.

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 effective after its final passage, approval and publication as provided by law until 12:01 a.m. January 1, 2026, at which time this ordinance will expire.

PASSED AND APPROVED by the City Council this ____ day of _____, 2024.

CITY OF BONDURANT, POLK COUNTY, IOWA

DOUG ELROD, MAYOR

ATTEST:

SHELBY HAGAN, CITY CLERK

(SEAL)

FIRST CONSIDERATION: September 3, 2024

SECOND CONSIDERATION: September 30, 2024

THIRD CONSIDERATION:

CLERK'S CERTIFICATE

I, Shelby Hagan, hereby certify that the foregoing Ordinance No. 240903-212, was published as required by law on the ____ day of _____ 2024.

Shelby Hagan
City Clerk



City of Bondurant

200 2nd St NE, Bondurant, Iowa 50035
(515) 967-2418 • info@cityofbondurant.com

URBAN CHICKEN APPLICATION

Property Owner

Name

Address

City State Zip

Phone Email

Applicant (if not Property Owner)

Name

Address

City State Zip

Phone Email

Submittal Requirements:

All submittal requirements must be completed. Incomplete applications will not be considered.

Number of Chickens Proposed:

Y N

- ☐ ☐ I affirm I have read and understand the requirements of Chapter 56 Urban Chickens.
- ☐ ☐ I affirm I am aware I must first receive city approval before obtaining chickens.
- ☐ ☐ I affirm there are no neighborhood restrictive covenants/restrictions disallowing this use.
- ☐ ☐ I affirm my henhouse, chicken tractor and/or chicken pen meet the construction and permitting requirement of the City of Bondurant.
- ☐ ☐ I have a attached site plan showing dimensions and setbacks of the henhouse/ chicken tractor/chicken pen.
- ☐ ☐ I hereby grant the right for City staff to inspect my property prior to approval of this permit. I further grant the right for City staff to inspect my property within one year after this permit is granted and at any other time to investigate a complaint.

Urban Chicken Application Overview. Urban Chicken Permits are valid from January 1—December 31 and shall not be pro-rated for partial years.

How to Apply. Please submit application electronically to info@cityofbondurant.com or drop-off/mail to City Hall at 200 2nd Street NE, POB 37, Bondurant, IA 50035.

Permit Fee. \$100 for new permit
\$50 for renewal

Permit Revocation: City staff may revoke an urban chicken permit for any reason as stated in Chapter 56.3.6. A property may not receive an Urban chicken permit for one (1) year after the revocation of a permit.

This Application is for: ☐ New Permit
☐ Renewal

Notice: The undersigned warrants that he/she has reviewed and is familiar with the provisions of the Municipal Code of the City of Bondurant and all applicable standards and will defend, indemnify, protect and save harmless the City and its employees from any and all liability, from any claim or cause of action which any person may have or claim to have by reason of any actual or alleged failure on the part of the undersigned to comply with the terms and provision thereof. I hereby certify that I have read and examined this application and its attachments and know the same to be complete, true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. I agree to adhere to the plans as submitted and approved by City Staff. The granting of a permit subsequent to this permit application does not presume to give authority to violate or cancel the provisions of any other state or local law. **My signature below verifies that I understand the above.**

Owner Signature

Applicant Signature

Date

FOR OFFICE USE ONLY

Received Date

Approval Date

Case No.

Fee Paid Date:

Staff Signature:



**BUSINESS OF THE CITY COUNCIL
BONDURANT, IOWA
AGENDA STATEMENT**

Item No. 8.b.
For Meeting of 10/7/2024
Ordinance

TITLE: - (First Reading) Ordinance considering the text amendment to Section 178.12 of the Zoning Code creating the Business Park (BP) District

CONTACT PERSON:

Maggie Murray, Planning & Community Development Director
Isaac Pezley, City Planner

BRIEF HISTORY & ANALYSIS: The City of Bondurant has recently kicked-off a Zoning Ordinance Rewrite effort. As part of this effort, City staff requested Confluence to draft a new zoning district to be called Business Park (BP) District. The intent of this district is to serve uses that would be compatible adjacent to residential and general commercial districts even though their uses may not be outright permitted in these districts. The district would include such uses as construction sales and service offices, retail sales, light manufacturing, and warehousing and wholesaling.

The Planning and Zoning Commission considered this amendment at its September 12, 2024, meeting and recommends approval of the text amendment.

FUNDING SOURCE: NA

STAFF RECOMMENDATION:

The Planning and Zoning Commission considered this amendment at its September 12, 2024, meeting and recommends approval of the text amendment. Given the circumstances, the owner of the property prompting this discussion requests consideration to have the first two readings of the ordinance waived and the ordinance adopted. Approve one or more readings of the ordinance on a roll call vote.

APPROVED FOR SUBMITTAL:

ATTACHMENTS:

1. ORDINANCE NO. 241007-215

CITY OF BONDURANT
ORDINANCE NO. 2401007-215

**AN ORDINANCE AMENDING THE CITY CODE OF BONDURANT, IOWA, BY
AMENDING THE FOLLOWING SECTION 178.12 OF THE ZONING CODE CREATING
THE BUSINESS PARK (BP) DISTRICT**

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

Section 1. **SECTIONS AMENDED.** Section 178.12. of the Code of Ordinances of the City of Bondurant, Iowa, 2002, is amended to read as follows:

178.12 BP BUSINESS PARK. The “BP” District is intended for business and limited light industrial uses that are at a smaller scale and compatible with being in closer proximity with residential uses. Uses include office and general business uses, contractor’s offices, storage and warehousing, and light assembly and manufacturing. All activities occur within a building with no outdoor storage of goods and bulk materials. Buildings have front facades with more of an office or retail level of finish and sites are well landscaped with parking lots and loading docks paved and well screened from adjoining properties.

- 1. Principal Permitted Uses.** Only the uses of structures or land listed in this section shall be permitted in the “BP” District, provided, however, that all manufacturing, assembling, compounding, processing, packaging or other comparable treatment, shall take place within completely enclosed buildings and there shall be no outdoor storage of goods and materials. All open areas not used for off-street parking or loading shall be planted with grass, shrubs and trees, properly maintained, and kept free from refuse and debris.
- A. Public and civic uses including colleges, universities, trade schools, public or private K-12 schools, membership or religious organizations, social clubs, government buildings, hospitals, and similar uses.
 - B. Childcare center, state license required.
 - C. Banks and the offices of financial services.
 - D. Construction sales and service offices, contractor office, office for plumber, electrician, HVAC service or similar use with no outdoor storage of construction materials, debris, and goods.
 - E. Funeral homes.
 - F. Medical or dental clinic, pediatrician's office, outpatient surgery center, medical testing center, or similar use.
 - G. Personal and consumer services, including beauty salon, barbershop, dry cleaner and laundry service, fitness center, gym, health spa, and similar uses.
 - H. Print shop, copy center, retail shipping store.
 - I. Professional Office (corporate, law, engineering, architecture, real estate, insurance, accounting, bookkeeping or similar use).

- J. Retail sales (grocery store, hardware and building supply, pharmacy/drug store, office supplies store, bakery, clothing or department store, and similar retail use - not including any automotive, truck, or motor vehicle-oriented service or sales businesses, gas or service stations, truck stops).
 - K. Restaurants without drive-thru facilities.
 - L. Light manufacturing, assembly, and testing of small appliances, small industrial and electronic instruments and devices, small mechanical components, and consumer goods - not including any food related processing or packaging or other raw or waste material processing or packaging, provided that the entire operation is conducted within a building and no materials and/or products are stored outside the building.
 - M. Research laboratory and testing.
 - N. Indoor storage of equipment, data and records, electronic data center, furniture and similar items.
 - O. Warehousing and wholesaling (buildings may not exceed 40,000 square feet in size).
- 2. Permitted Accessory Uses.**
- A. Accessory uses of land or structures customarily incidental and subordinate to any of the above principal uses.
 - B. Signs in accordance with Chapter 181 of this Code of Ordinances.
 - C. TV Dish Antennas and Communication towers in accordance with Section 177.11 of this Code of Ordinances.
- 3. Required Conditions.**
- A. No use shall be permitted to be established or maintained which by reason of its nature or manner of operations is or may become hazardous, noxious, or offensive owing to the emission of odor, dust, smoke, cinder, gas, fumes, noise, vibrations, refuse matter or water-carried waste.
 - B. Where property zoned "BP" is adjacent to any property zoned for residential use, in addition to the screening requirements of 179.02.4, a 25-foot-wide buffer yard shall be provided whereby no part of any required buffer yard shall be used for parking, storage, loading, active recreation, locating refuse containers, or similar activity which may create a nuisance.
- 4. Permitted Conditional Uses.**
- A. Communication towers (freestanding type), see section 177.12 of the Zoning Code – General Regulations.
 - B. Mini warehouse or self-storage facility (in-door only).
 - C. Communication towers (building-supported type), see Section 177.13 of the Zoning Code – General Regulations.
 - D. Wind Energy Conversion Systems (WECS), see section 177.14 of the Zoning Code – General Regulations.
- 5. Bulk Regulations.** The following minimum requirements shall be observed subject to the modifications contained in Section 177.07.
- A. Front Yard. 50 feet from all streets or public Ingress/Egress easements.
 - B. Side Yard. 20 feet, provided that where adjacent to an "R" or "C-1" zoning district a side yard of 25 feet shall be required.
 - C. Rear Yard. 50 feet.

- D. Maximum Height. 45 feet.
- E. Minimum Lot Area. 10,000 sq. ft.
- F. A minimum of 15% of the lot area shall be retained as landscaped open space to include such items as walks, trees, shrubs, fountains, or other ornamental features.

Summary of BP Bulk Regulations:

(A) Front Yard Setback	50 ft.
(B) Side Yard Setbacks	20 ft.
	25 ft. if adjacent to street, "R", or "C-1" zoning district.
(C) Rear Yard Setback	50 ft.
(D) Maximum Height	45 ft.
(E) Minimum Lot Area	10,000 sq. ft.
(F) Minimum Open Space	15% of the lot area

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 _____, 2024

CITY OF BONDURANT, POLK COUNTY, IOWA

DOUG ELROD, MAYOR

ATTEST:

SHELBY HAGAN, CITY CLERK

(SEAL)

FIRST CONSIDERATION: October 7, 2024
SECOND CONSIDERATION:
THIRD CONSIDERATION:

CLERK'S CERTIFICATE

I, Shelby Hagan, hereby certify that the foregoing Ordinance No. _____, was published as required by law on the ____ day of _____, 2024.

Shelby Hagan
City Clerk



**BUSINESS OF THE CITY COUNCIL
BONDURANT, IOWA
AGENDA STATEMENT**

Item No. 8.c.
For Meeting of 10/7/2024
Resolution

TITLE: - Consideration of resolution to amend the Future Land Use Map for 319 Washington Avenue SE from Regional Commercial to Business Park/Light Industrial

CONTACT PERSON:

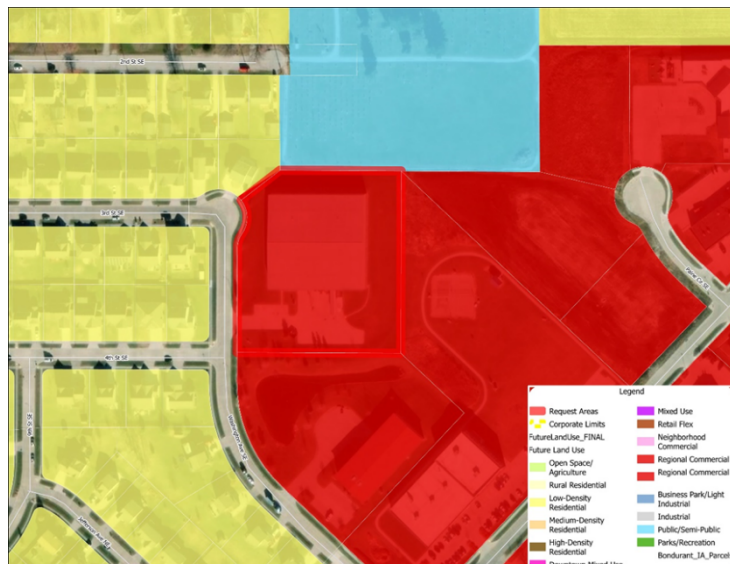
Maggie Murray, Planning & Community Development Director
Isaac Pezley, City Planner

BRIEF HISTORY & ANALYSIS: The City of Bondurant has received a request to amend the Future Land Use Map. The request would amend 319 Washington Avenue SE from Regional Commercial to Business Park/Light Industrial. The current use of the property is warehousing, the requested amendment would allow for the continuation of this use. An aerial of proposed amendment area can be found below:

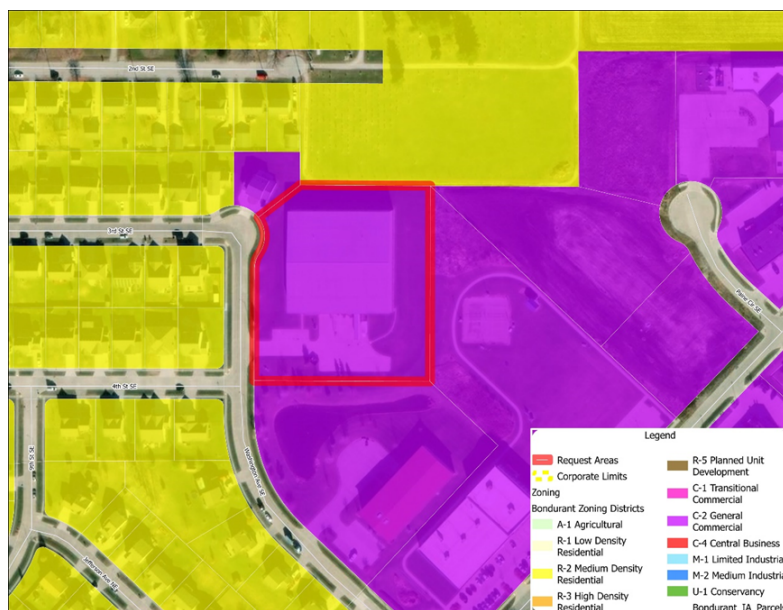


The City's Future Land Use Map, which guides potential rezoning requests but is not the regulatory tool like the Zoning Ordinance/Map, currently guides this area as Regional Commercial. 319 Washington Avenue SE has operated a warehousing use since its construction. This use is not an allowable use in the C-2 General Commercial District and is considered a legal non-conforming use. The area to the south and east are shown on the Future Land Use Map as General Commercial, Public/Semi-Public to

the north and Low-Density Residential to the west. The current Future Land Use Map with the proposed amendment area outlined can be seen below.



The property in question is currently zoned C-2 Regional Commercial. The requested amendment would not change the zoning of the property. The property is outlined in red on the City Zoning Map below:



Analysis: The applicant submitted a site plan to construct the existing building in 2007. There is an indication the City intended to rezone the property from C-2 General Commercial to an Industrial zoning at that time. City staff has not been able to find any ordinance, resolution, or meeting minutes to indicate such a rezoning took place. City staff consider the operation of this property to be a legal non-conforming use. The

applicant is requesting an amendment to the Future Land Use Map as well as a rezoning request to allow for the continuation of the current use of warehousing.

The Council set a public hearing at its September 16, 2024, Council meeting. The public hearing was held earlier on this agenda.

The Planning and Zoning Commission voted 7-0 to recommend approval of the request to amend the Future Land Use Map at their September 12, 2024, meeting.

FUNDING SOURCE: NA

STAFF RECOMMENDATION: Approve resolution on a roll call vote.

APPROVED FOR SUBMITTAL:

ATTACHMENTS:

1. RESOLUTION NO. 241007-214

CITY OF BONDURANT
RESOLUTION NO. 241007-214

RESOLUTION REGARDING APPROVAL OF THE REQUEST TO MODIFY FUTURE
LAND USE MAP FOR 319 WASHINGTON AVENUE SE FROM REGIONAL
COMMERCIAL TO BUSINESS PARK/LIGHT INDUSTRIAL

WHEREAS, Hunter Burke has submitted a request to modify the Future Land Use Map for 319 Washington Avenue SE from Regional Commercial to Business Park/Light Industrial, on property described as follows;

LOT 1 MEADOW BROOK NORTH PLAT 18.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Bondurant, Iowa, hereby approves the request to modify the Future Land Use Map for 319 Washington Avenue SE from Regional Commercial to Business Park/Light Industrial.

Passed this 7th day of October 2024,

By: _____
Doug Elrod, Mayor

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

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

Shelby Hagan, City Clerk

Action	Yay	Nay	Abstain	Absent
Cox				
Driscoll				
McKenzie				
Peffer				
Sillanpaa				



**BUSINESS OF THE CITY COUNCIL
BONDURANT, IOWA
AGENDA STATEMENT**

Item No. 8.d.
For Meeting of 10/7/2024
Ordinance

TITLE: - (First Reading) Ordinance regarding request to rezone to rezone 319 Washington Avenue SE from the General Commercial (C-2) District to the Business Park (BP) District

CONTACT PERSON:

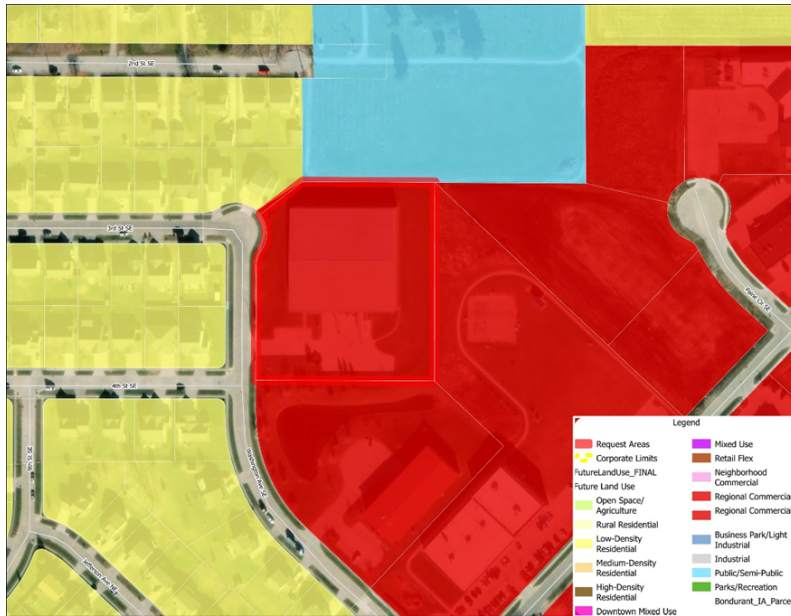
Maggie Murray, Planning & Community Development Director
Isaac Pezley, City Planner

BRIEF HISTORY & ANALYSIS: The City has received a rezoning request for 319 Washington Avenue SE. The rezoning request proposes to change the zoning from C-2 General Commercial to BP Business Park. This property is fully developed and has been operating as a legal non-conforming use. The request area is highlighted below.

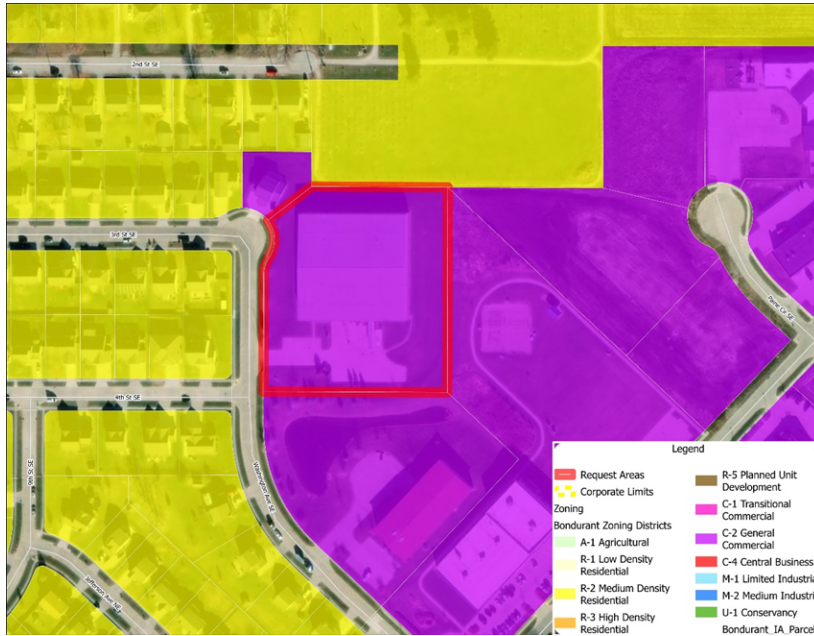


When considering rezoning requests, the Planning & Zoning Commission and City Council should take into account the following: the Comprehensive Plan/Future Land use Map, Zoning, Parkland Dedication, Streets, Pedestrian Connections, Utilities, the FEMA Floodplain, the City's Stream Buffer Ordinance, and Comments from City Officials and Private Utilities.

Comprehensive Plan/Future Land Use Map – the applicant has requested an amendment to the 2022 Future Land Use Map. The amendment would change the request area from Regional Commercial to Business Park/Light Industrial. There is existing Regional Commercial areas located south of the request area. There is existing low-density residential located to the west of the request area. The request area is outlined below on the 2022 Future Land Use Map.



Zoning – 319 Washington Avenue SE is currently zoned C-2 General Commercial. At the time this site was developed there were conversations between the City and the applicant that indicated the City would rezone this property. City staff is unable to find any ordinance, resolution or meeting minutes to suggest this rezoning ever took place. The current use of the property, warehousing, is not permitted within the C-2 General Commercial District. The Business Park District would allow for this use to take place. The property in questions is outlined in red below on the City's existing Zoning Map.



Parkland Dedication – This site is fully developed and has no parkland dedication requirements to fulfill.

Streets – The property has one access point from Washington Avenue SE.

Pedestrian Connections – There is currently a pedestrian sidewalk on site along Washington Avenue SE.

Utilities – All utilities have been expanded to this site.

FEMA Floodplain – this development is not located in the FEMA Floodplain area.

Stream Buffer Ordinance - this development is not subject to the City's Stream Buffer Ordinance.

Comments from City Officials and Utilities -

- City Engineering – No comments received at this time.
- Public Works – No comments received at this time.
- Emergency Services – No comments received at this time.

A public hearing on this item was held earlier on the agenda.

FUNDING SOURCE: NA

STAFF RECOMMENDATION: The Planning and Zoning Commission considered this amendment at its September 12, 2024, meeting and recommends approval of the text amendment. Given the circumstances, the owner of the property prompting this

discussion requests consideration to have the first two readings of the ordinance waived and the ordinance adopted. Approve one or more readings of the ordinance on a roll call vote.

APPROVED FOR SUBMITTAL:

ATTACHMENTS:

1. ORDINANCE NO. 241007-213

CITY OF BONDURANT
ORDINANCE NO. 241007-213

ORDINANCE REGARDING APPROVAL OF THE REQUEST FOR REZONING FROM
THE GENERAL COMMERCIAL (C-2) DISTRICT TO THE BUSINESS PARK (BP) DISTRICT
ON PROPERTY AT 319 WASHINGTON AVENUE, SE

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

Section 1. PURPOSE. The purpose of this ordinance is to change the zoning from General Commercial (C-2) to Business Park (BP) on the following property located in Bondurant, Polk County, Iowa as described as follows:

LOT 1 MEADOW BROOK NORTH PLAT 18.

AND;

Section 2. FINDINGS. The City Council of the City of Bondurant, hereby makes the following findings:

1. That the Planning & Zoning Commission held a public hearing on September 12, 2024, and voted on recommended approval.
2. That the zoning change will create consistency between the City's Future Land Use Map and Official Zoning Map
3. That the zoning change will maintain a consistency with adjacent land uses and provide a transition for adjacent zoning.
4. That the public notice of this intended change has been published as required by law.

Section 3. HEREBY REZONED. The properties, above described, is hereby rezoned to the Business Park (BP) District.

Section 4. REPEALER. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 5. 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 6. 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 of the City of Bondurant, Iowa this ____ day of _____, 2024.

CITY OF BONDURANT, POLK COUNTY, IOWA

DOUG ELROD, MAYOR

ATTEST:

SHELBY HAGAN, CITY CLERK

(SEAL)

FIRST CONSIDERATION: October 7, 2024

SECOND CONSIDERATION:

THIRD CONSIDERATION:

CLERK'S CERTIFICATE

I, Shelby Hagan, hereby certify that the foregoing Ordinance No., was published as required by law on the .

Shelby Hagan
City Clerk



**BUSINESS OF THE CITY COUNCIL
BONDURANT, IOWA
AGENDA STATEMENT**

Item No. 8.e.
For Meeting of 10/7/2024
Resolution

TITLE: - Consideration of resolution to amend the Future Land Use Map for portions of the Civic Campus North Preliminary Plat area from Public/Semi-Public to Regional Commercial

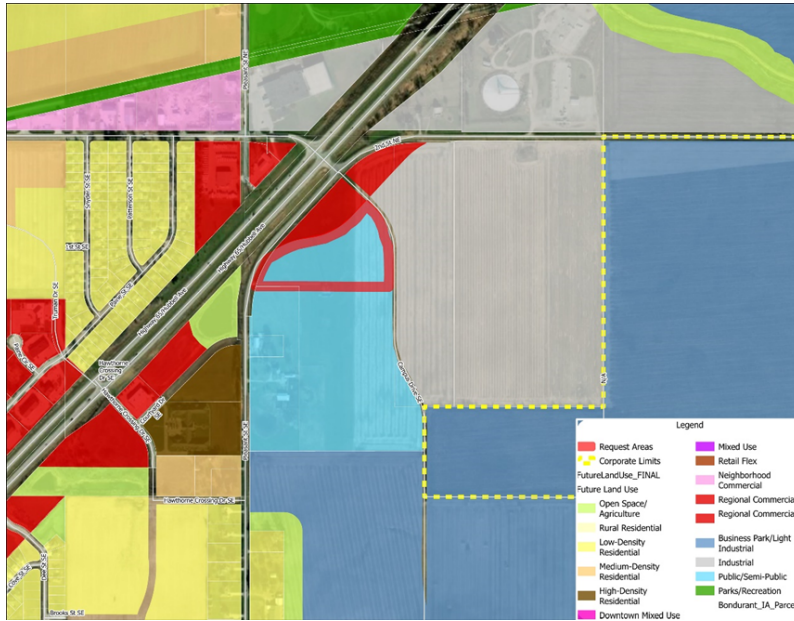
CONTACT PERSON:

Maggie Murray, Planning & Community Development Director
Isaac Pezley, City Planner

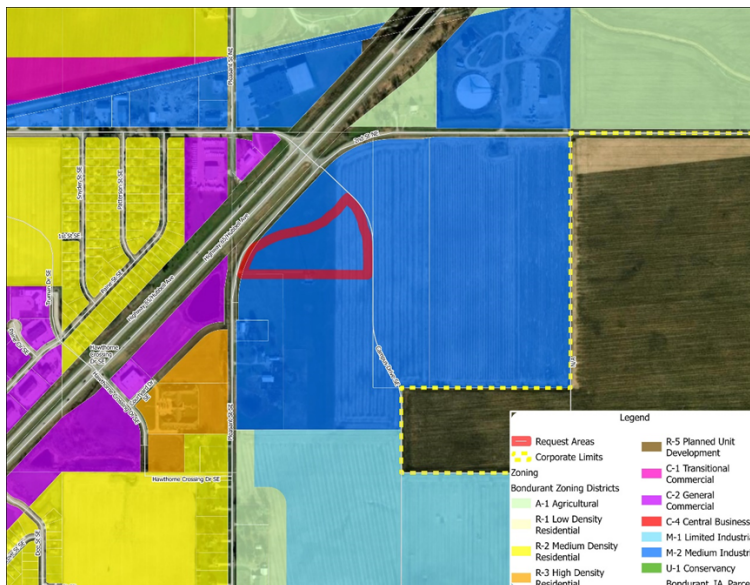
BRIEF HISTORY & ANALYSIS: The City of Bondurant is submitting a request to amend the Future Land Use Map. The request would amend a Lots 1 and 2 of the Civic Campus North Preliminary Plat from Public/Semi-Public to Regional Commercial. The request would allow for regional commercial development to take place on the lots. An aerial of proposed amendment area can be found below:



The City's Future Land Use Map, which guides potential rezoning requests but is not the regulatory tool like the Zoning Ordinance/Map, currently guides this area as Public/Semi-Public. The Civic Campus Master Plan shows this area being developed as General Commercial. The area directly south of these lots are shown in the Master Plan as being developed for City services. The current Future Land Use Map with the proposed amendment area outlined can be seen below.



The property in question is currently zoned M-2 Medium Industrial. The requested amendment would not change the zoning of the property. The property is outlined in red on the City Zoning Map below:



Analysis:

The Planning and Zoning Commission reviewed the Civic Campus Master Plan at their March 9, 2023 meeting. The Commission voted 6-0 to recommend approval of the Plan. The plan was approved by City Council at their April 10, 2023 meeting. The proposed Future Land Use Map amendment is consistent with the approved Civic Campus Master Plan which can be found at: chrome-

extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.cityofbondurant.com/sites/g/files/vyhli2841/f/uploads/final_civic_campus_master_plan.pdf.

The Planning and Zoning Commission voted 7-0 to recommend approval of the rezoning at its September 12, 2024, meeting.

The City Council set the date of a public hearing at its September 16, 2024, council meeting and that hearing was held earlier on this agenda.

FUNDING SOURCE: NA

STAFF RECOMMENDATION: Approve resolution on a roll call vote.

APPROVED FOR SUBMITTAL:

ATTACHMENTS:

1. RESOLUTION NO. 241007-215

CITY OF BONDURANT
RESOLUTION NO. 241007-215

RESOLUTION REGARDING APPROVAL OF THE REQUEST TO MODIFY FUTURE
LAND USE MAP FOR LOTS 1 & 2 OF THE CIVIC CAMPUS NORTH PRELIMINARY
PLAT AREA FROM PUBLIC/SEMI-PUBLIC TO REGIONAL COMMERCIAL.

WHEREAS, The City of Bondurant has submitted a request to modify the Future Land Use Map for Lots 1 & 2 of the Civic Campus North Preliminary Plat area from Public/Semi-Public to Regional Commercial, on property described as follows:

LOTS 1 & 2 OF THE CIVIC CAMPUS NORTH PRELIMINARY PLAT, LOCATED IN BONDURANT, POLK COUNTY, IOWA AND THOSE REMAINING PORTION OF PARCEL 8022-32-102-003 NORTH OF LOTS 1 & 2 OF THE CIVIC CAMPUS NORTH PRELIMINARY PLAT; AND ALL OF PARCEL 8022-32-102-006.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Bondurant, Iowa, hereby approves the request to modify the Future Land Use Map for Lots 1 & 2 of the Civic Campus North Preliminary Plat area from Public/Semi-Public to Regional Commercial.

Passed this 7th day of October 2024

By: _____
Doug Elrod, Mayor

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

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

Shelby Hagan, City Clerk

Action	Yay	Nay	Abstain	Absent
Cox				
Driscoll				
McKenzie				
Peffer				
Sillanpaa				



**BUSINESS OF THE CITY COUNCIL
BONDURANT, IOWA
AGENDA STATEMENT**

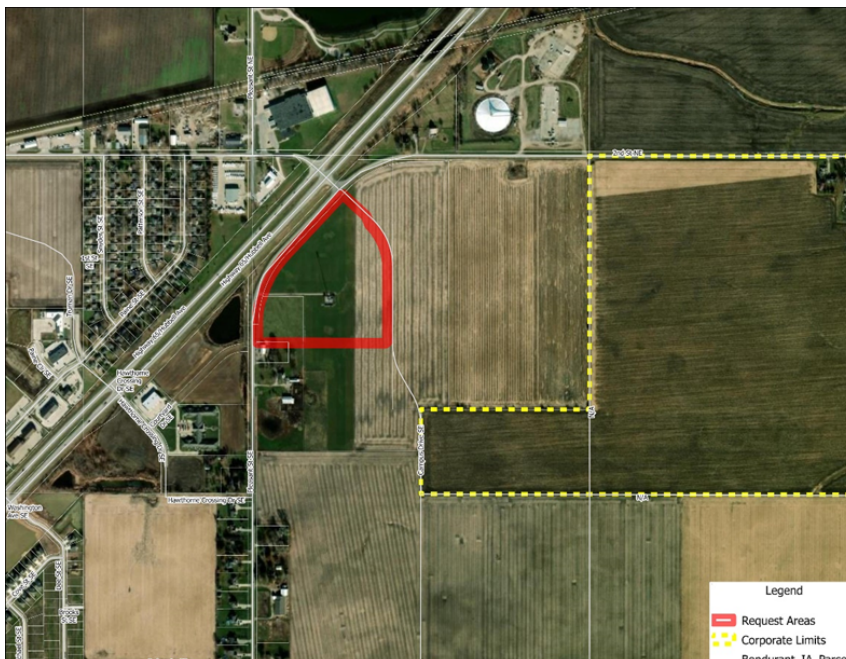
Item No. 8.f.
For Meeting of 10/7/2024
Ordinance

TITLE: - (First Reading) Ordinance regarding request to rezoning to rezone portions of the Civic Campus North Preliminary Plat area from the Medium Industrial (M-2) District to the General Commercial (C-2) District

CONTACT PERSON:

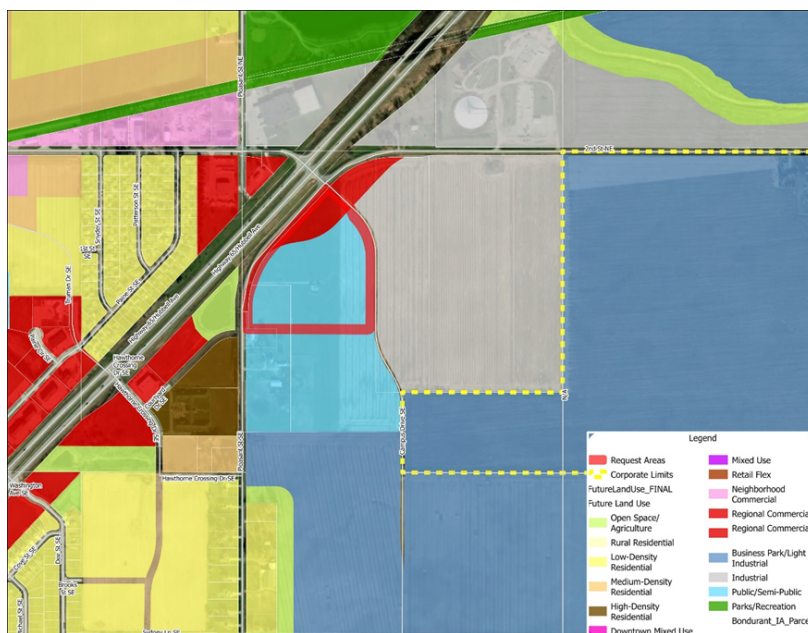
Maggie Murray, Planning & Community Development Director
Isaac Pezley, City Planner

BRIEF HISTORY & ANALYSIS: The City has submitted a rezoning request for Lots 1 & 2 of the Civic Campus North Preliminary Plat area and a portion of the parcel located north of the newly aligned Pleasant Street SE, located south of the intersection of Hubbell Avenue/Highway 65 and 2nd Street NE. The rezoning request proposes to change the zoning from M-2 Medium Industrial to C-2 General Commercial. This area is part of the Civic Campus Master Plan area, a plan the Commission reviewed and recommended approval on at their April 10, 2023 meeting. The request area is highlighted below.

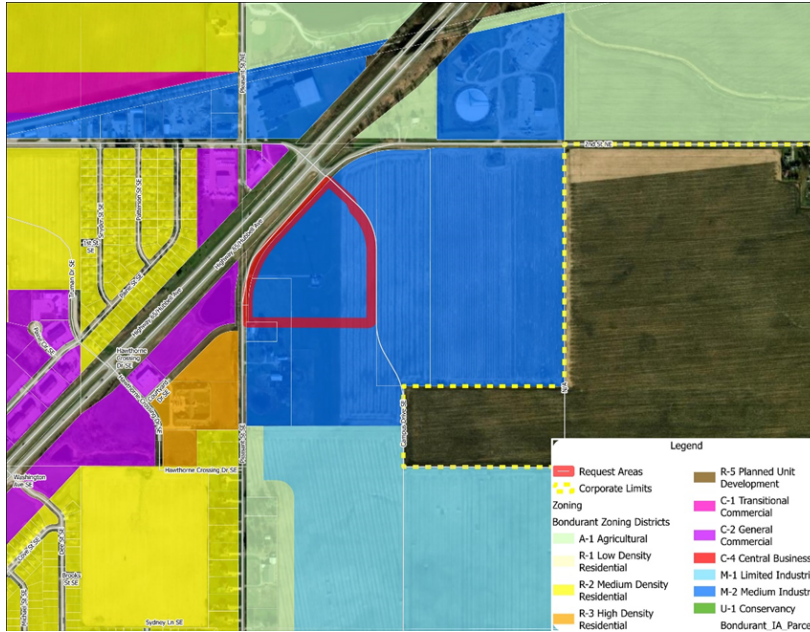


When considering rezoning requests, the Planning & Zoning Commission and City Council should take into account the following: the Comprehensive Plan/Future Land use Map, Zoning, Parkland Dedication, Streets, Pedestrian Connections, Utilities, the FEMA Floodplain, the City's Stream Buffer Ordinance, and Comments from City Officials and Private Utilities.

Comprehensive Plan/Future Land Use Map – the City has requested an amendment to the 2022 Future Land Use Map. The amendment would change the request area from Public/Semi-Public to Regional Commercial. There is existing Regional Commercial areas along Hubbell Avenue, located south of the request area. The request area is outlined below on the 2022 Future Land Use Map.



Zoning – The rezoning request area is currently zoned as M-2 Medium Industrial. The City is requesting to rezone these areas to C-2 Regional Commercial in accordance to the Civic Campus Master Plan. The C-2 Regional Commercial allows for general retail and professional office uses and efficient development of major retail shopping areas.



Parkland Dedication – Parkland dedication is not required for commercial developments. The Civic Campus Master Plan shows pedestrian trails throughout the development area.

Streets – The rezoning request area would be accessible from Pleasant Street SE and Campus Drive SE.

Pedestrian Connections – Will be addressed during the platting process.

Utilities – All utilities will be extended to this area during development.

FEMA Floodplain – this development is not located in the FEMA Floodplain area.

Stream Buffer Ordinance - this development is not subject to the City's Stream Buffer Ordinance.

Comments from City Officials and Utilities -

- City Engineering – No comments received at this time.
- Public Works – No comments received at this time.
- Emergency Services – No comments received at this time.

FUNDING SOURCE:

STAFF RECOMMENDATION: The Planning and Zoning Commission reviewed the rezoning request at their September 12, 2024 meeting and recommends approval.

APPROVED FOR SUBMITTAL:

ATTACHMENTS:

1. ORDINANCE NO. 241007-214

CITY OF BONDURANT
ORDINANCE NO. 241007-214

ORDINANCE REGARDING APPROVAL OF THE REQUEST FOR REZONING TO
REZONE LOTS 1 & 2 OF THE CIVIC CAMPUS NORTH PRELIMINARY PLAT AREA AND
THE REMAINING PORTION OF PARCEL 8022-32-102-003 NORTH OR LOTS 1 & 2 OF THE
CIVIC CAMPUS NORTH PRELIMINARY PLAT, PARCEL 8022-32-102-006 FROM THE
MEDIUM INDUSTRIAL (M-2) DISTRICT TO THE GENERAL COMMERCIAL (C-2) DISTRICT

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

Section 1. PURPOSE. The purpose of this ordinance is to change the zoning from Medium Industrial (M-2) to General Commercial (C-2) on the following property located in Bondurant, Polk County, Iowa as described as follows:

LOTS 1 AND 2 OF THE CIVIC CAMPUS NORTH PRELIMINARY PLAT, LOCATED IN BONDURANT, POLK COUNTY, IOWA AND THOSE REMAINING PORTIONS OF PARCE 8022-32-102-003 NORTH OF LOTS 1 AND 2 OF THE CIVIC CAMPUS NORTH PRELIMINARY PLAT; AND ALL OF PARCEL 8022-32-102-006.

AND;

Section 2. FINDINGS. The City Council of the City of Bondurant, hereby makes the following findings:

1. That the Planning & Zoning Commission held a public hearing on September 12, 2024, and voted on recommended approval.
2. That the zoning change will create consistency between the City's Future Land Use Map and Official Zoning Map
3. That the zoning change will maintain a consistency with adjacent land uses and provide a transition for adjacent zoning.
4. That the public notice of this intended change has been published as required by law.

Section 3. HEREBY REZONED. The properties, above described, is hereby rezoned to the General Commercial (C-2) District.

Section 4. REPEALER. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 5. 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 6. 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 of the City of Bondurant, Iowa this ____ day of _____, 2024.

CITY OF BONDURANT, POLK COUNTY, IOWA

DOUG ELROD, MAYOR

ATTEST:

SHELBY HAGAN, CITY CLERK

(SEAL)

FIRST CONSIDERATION: October 7, 2024

SECOND CONSIDERATION:

THIRD CONSIDERATION:

CLERK'S CERTIFICATE

I, Shelby Hagan, hereby certify that the foregoing Ordinance No., was published as required by law on the .

Shelby Hagan
City Clerk



**BUSINESS OF THE CITY COUNCIL
BONDURANT, IOWA
AGENDA STATEMENT**

Item No. 8.g.
For Meeting of 10/7/2024
Resolution

TITLE: - Resolution approving bid to remove ROW Trees within the City of Bondurant in an amount not to exceed \$25,000

CONTACT PERSON:

John Horton, Public Works Director

BRIEF HISTORY & ANALYSIS: Staff solicited a request for proposals for ROW tree removals with the City of Bondurant. Staff identified 31 trees that are within City ROW that are in need of removal. The RFP included a request to identify a discount for residents who may have trees that also need to be removed and could be removed concurrently with the city trees. Proposals were opened Wednesday, October 2nd and the City received 4 proposals for the removals. The Public Works Director is currently doing some due diligence and a recommendation will be presented at the Council meeting on October 7th.

Bid Tab Attached:

FUNDING SOURCE: RUT

STAFF RECOMMENDATION: Approve resolution on a roll call vote.

APPROVED FOR SUBMITTAL:

ATTACHMENTS:

1. RESOLUTION NO. 241007-216
2. Tree Removal Bid Tab October 3rd 2024

CITY OF BONDURANT
RESOLUTION NO. 241007-216

RESOLUTION APPROVING PROPOSAL FOR ROW TREE REMOVAL WITHIN THE
CITY OF BONDURANT TO XXXXXXXX IN THE AMOUNT OF \$XXXXXXX

WHEREAS, the ROW Tree Removal Proposals were submitted on October 2nd, 2024;
AND

WHEREAS, the proposal is for the removal of 31 dead or diseased ROW Trees.; AND

WHEREAS, City Staff have reviewed the proposals for accuracy; AND

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Bondurant,
Iowa, that the proposal for ROW Tree Removal Work to be done from XXXXXX in the
amount of \$XXXXXXX is hereby approved.

Passed this 7th day of October 2024,

By: _____
Doug Elrod, Mayor

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

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

Shelby Hagan, City Clerk

Name	Yay	Nay	Abstain	Absent
Cox				
Peffer				
Driscoll				
McKenzie				
Sillanpaa				

Client: CITY OF BONDURANT
 Project Name: ROW Tree Removal
 I hereby certify that this document was prepared by myself John Horton Public Works Director

Bid Date: 2024-10-03



John C. Horton

Item No.	Description	Quantity	Units	Central Tree Pros		Manfull Construction & Property Services		Luke's Limbs LLC		CTC Disaster Response Inc.	
	Signature			X		X		X		X	
	COI provided			Did not meet minimum		X		X		X	
	Authorization to Transact			X		X		X		X	
				Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1.0	Tree Count	31	LF	1	\$12,900	1	\$17,000	1	\$21,020	1	\$23,595
2.0	Residential Discount			Yes	10%	Yes	Cash Discount	Yes	20%	No	0%
TOTAL BID				Apparent Low Bidder \$12,900.00		\$17,000.00		\$21,020.00		\$23,595.00	



**BUSINESS OF THE CITY COUNCIL
BONDURANT, IOWA
AGENDA STATEMENT**

Item No. 8.h.
For Meeting of 10/7/2024
Resolution

TITLE: - Resolution approving the Grain District Downtown Redevelopment Plan Memorandum of Understanding

CONTACT PERSON:

Marketa Oliver, ICMA-CM, SPHR, City Administrator

BRIEF HISTORY & ANALYSIS: The attached resolution approves the Memorandum of Understanding (MOU) for the Grain District Downtown Redevelopment Area, an agreement between the City of Bondurant and The 101 LLC. The 101 LLC, the developer, is expected to close on the former Landus Cooperative property in downtown Bondurant in October 2024. This MOU outlines the framework for the forthcoming Development Agreement between the City and the Developer, detailing the responsibilities of each party by phase of the [Grain District Downtown Redevelopment Plan](#).

In February 2024, the Bondurant City Council approved the [Grain District Downtown Redevelopment Plan](#), which provides a blueprint for redeveloping the 25-acre former Landus Cooperative site in the heart of Bondurant as an integrated extension of the downtown area. The plan, developed by ISG Inc., was jointly funded by the City of Bondurant and The 101 LLC, the purchaser of the Grain District property. The plan's creation and adoption align with Chapter 7 of the Building Bondurant Comprehensive Plan, titled "Community Character + Downtown." Public input was a critical factor involved in both the Building Bondurant Comprehensive Plan and the Grain District Downtown Redevelopment Plan processes. Key references for consistency with the Building Bondurant Comprehensive Plan include:

- **Policy 16A:** Encourage private infill development, including the redevelopment of the Grain District site as outlined in Goal 17.
- **Policy 17A:** Leverage the unique features of the Grain District to implement creative placemaking efforts.
- **Policy 17B:** Ensure that future development of the Grain District seamlessly extends downtown.
- **Policy 17C:** Promote connectivity and mobility between the Grain District and the existing downtown area.

- **Action Item 17A:** Guide the redevelopment of the Grain District by using the strategic opportunities map to identify potential land uses and development patterns.
- **Action Item 17B:** Partner with master developers to redevelop the Grain District in a way that aligns with community goals and vision.
- **Action Item 17C:** Implement the findings of the Grain Elevator Feasibility Assessment.

The attached MOU reflects the shared commitment of the City and the Developer to redevelop the Grain District.

FUNDING SOURCE: TIF/Grants/Water/Sewer

STAFF RECOMMENDATION: Approve resolution on a roll call vote.

APPROVED FOR SUBMITTAL:

ATTACHMENTS:

1. RESOLUTION NO. 241007-217

CITY OF BONDURANT
RESOLUTION NO. 241007-217

**A RESOLUTION ADOPTING A MEMORANDUM OF UNDERSTANDING (MOU)
BETWEEN THE CITY OF BONDURANT AND THE 101 LLC REGARDING THE
IMPLEMENTATION OF THE GRAIN DISTRICT DOWNTOWN REDEVELOPMENT
PLAN**

WHEREAS the City of Bondurant ("City") and The 101 LLC ("Developer") have mutually agreed to work collaboratively on the redevelopment of the Grain District in downtown Bondurant, as outlined in the Grain District Downtown Redevelopment Plan; and

WHEREAS the City Council of Bondurant adopted the Grain District Downtown Redevelopment Plan in February 2024 to guide the redevelopment of the downtown area; and

WHEREAS the Developer has proposed to acquire certain real property formerly owned by Farmers Elevator Co d/b/a Landus Cooperative within the area of the Grain District to facilitate this redevelopment project; and

WHEREAS the City and the Developer agree that the redevelopment of the Grain District will enhance the community's economic development, tourism, and historical preservation efforts, while improving the overall welfare and convenience of Bondurant's citizens; and

WHEREAS the City and the Developer have prepared a Memorandum of Understanding ("MOU") that outlines the responsibilities, expectations, and collaboration necessary to ensure the successful redevelopment of the Grain District, including the planned improvements to the Chichaqua Valley Trail, public utilities, parking, and private development projects; and

WHEREAS the City and the Developer recognize that the MOU is a foundational step toward drafting and approving a formal Development Agreement to commence the various phases of redevelopment; and

WHEREAS the MOU includes the purchase agreement for the City of Bondurant to purchase a portion of the Grain District property; and

WHEREAS, the City Council of Bondurant, Iowa, believes it is in the best interest of the citizens of Bondurant to adopt this MOU and proceed with the collaborative redevelopment effort with The 101 LLC.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Bondurant, Iowa, as follows:

1. The Memorandum of Understanding between the City of Bondurant and The 101 LLC regarding the implementation of the Grain District Downtown Redevelopment Plan is hereby approved and adopted.
2. The Mayor and City Clerk are hereby authorized and directed to execute the MOU (including the purchase agreement) on behalf of the City of Bondurant.
3. The City Council directs the City Manager and City staff to take all necessary steps to ensure the implementation of the MOU and the subsequent development of the Grain District in cooperation with The 101 LLC.
4. This resolution shall take effect immediately upon its passage and approval.

PASSED AND APPROVED this 7th day of October 2024.

By: _____
Doug Elrod, Mayor

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

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

Shelby Hagan, City Clerk

Council Action	Ayes	Nays	Abstain	Absent
Cox				
Driscoll				
McKenzie				
Peffer				
Sillanpaa				