

**Due to the COVID-19 concerns and social distancing recommendations, 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/81911996496>*

NOTICE OF A REGULAR MEETING BONDURANT CITY COUNCIL FEBRUARY 20, 2024

NOTICE IS HEREBY GIVEN that a Regular Meeting of the City Council will be held at 6:00 PM on February 20, 2024, in the Bondurant City Center, 200 Second Street, Northeast, Bondurant, Polk County, Iowa. Said meeting is open and the public is encouraged to attend.

AGENDA

1. Roll Call
2. Call to Order and Declaring a Quorum
3. Abstentions declared
4. Perfecting and Approval of the Agenda
5. Guests requesting to address the City Council
6. Presentations
 - a. Brad Lewis, 100 Main Street, SE
 - b. Proclamation for Government Communicators Day
7. 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 February 5, 2024, City Council Meeting Minutes
 - b. Claims List
 - c. Applications for City Council Approval
 - d. Receive & File - January 3, 2024, Library Board Meeting Minutes & Directors Report
 - e. - Resolution affixing a public hearing date to consider a text amendment to Section 177.04 of the Zoning Code regarding setback requirements for accessory structures
 - f. - Resolution affixing a public hearing date to consider text amendments to the following sections of the Zoning Code: 179.01, 180.04, 180.05, and 180.07 regarding setback requirements for stormwater detention and retention basins
 - g. - Resolution regarding approval of the Doe Run Plat 3 Final Plat, a subdivision in unincorporated Polk County within two miles of Bondurant's City limits

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.

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- h. - Resolution appointing a representative to the MIPA Board of Directors for CY24
- i. - Resolution appointing Matt Farver to the Board of Adjustment
- j. - Resolution approving pay request no.11 to KLC Construction LLC. for the 15th Street and NE 88th Street/32nd Street, SE and Jorie Way Water Main Project in the amount of \$16,890.05
- k. - Resolution accepting a Perpetual Storm Sewer Easement on land owned by the Park Side Master Owners Association, Inc. to allow the City of Bondurant to construct the Park Side to BRSC Trail project
- l. - Resolution of endorsement for the City of Bondurant approving and authorizing the application for a Department of Transportation RAISE Discretionary Grant for funding assistance to be used for the development of Grant Street South Realignment/Central District Stormwater Improvements
- m. - Resolution of endorsement for the Bondurant-Farrar Community School District's application to the Prairie Meadows Youth Sports and Recreational Grant Program for funding to assist with constructing tennis/pickleball courts
- n. - Resolution appointing Travis Appelgate to the Library Board of Trustees
- o. - Resolution awarding bid for the City Hall Roof Replacement Project to JB Roofing in the amount of \$39,962.00
- p. - Resolution approving the Impact Community Action Partnership, Inc. General Services Agreement

8. **Public Hearing**

- a. Public hearing to consider adoption of the Art, Culture, & Wayfinding Master Plan
- b. Public hearing to consider adoption of the Grain District Downtown Redevelopment Plan

9. **Action Items**

- a. - Resolution adopting the Art, Culture, & Wayfinding Master Plan
- b. - Resolution adopting the Grain District Downtown Redevelopment Plan
- c. - Resolution considering approval of site plan for Bondurant-Farrar Community School District High School Addition at 1000 Grant Street, North
- d. - Resolution considering approval of site plan for Kasey Leigh Dance Co

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at 92 Paine Circle, SE

- e. - Discussion and possible consideration of Resolution adopting Employee Handbook Revisions
- 10. Reports / Comments and appropriate action thereon:
 - a. Mayor
 - b. Council Members
 - c. Administrator
 - d. Directors
- 11. **Closed Session**- Pursuant to Iowa Code 21.5.1(j) to discuss property acquisition and 21.5.1(c) potential or pending litigation
- 12. Adjournment

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

Item No. 6.b.
For Meeting of 2/20/2024
Presentation

TITLE: Proclamation for Government Communicators Day

CONTACT PERSON:

BRIEF HISTORY & ANALYSIS:

FUNDING SOURCE:

STAFF RECOMMENDATION:

APPROVED FOR SUBMITTAL:

ATTACHMENTS: None

BONDURANT CITY COUNCIL

Minutes

February 5, 2024

Bondurant City Council

1. Roll Call

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

Absent: Council Member Tara Cox

City Officials Present: City Administrator Marketa Oliver, City Clerk Shelby Hagan, Public Works Director John Horton, Fire Chief Aaron Kreuder, Finance & Employee Services Director Jene Jess, Assistant Library Director Michele Klinker-Feld

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

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 January 16, 2024 & January 29, 2024, City Council Meeting Minutes

b. Claims List and Treasurer's Report

c. Applications for City Council Approval

d. R-240205-26- Resolution considering approval of Morgan Estates Plat 3 Preliminary Plat

e. R-240205-27- Resolution authorizing the release of a Request for Proposals for Solar Panels for the City Hall facility

- f. R-240205-28- Resolution approving pay request no. 1 to Brothers Cleaning Corporation DBE Brothers Concrete for the Bondurant City Park Reconstruction Project in the amount of \$138,153.15
- g. R-240205-29- Resolution approving the Heartland LM Kellogg Plat 1 Final Plat, a subdivision in unincorporated Polk County within two miles of Bondurant's city limits
- h. R-240205-30- Resolution of endorsement for the City of Bondurant approving and authorizing the application for a Department of Transportation RAISE Discretionary Grant for funding assistance to be used for the development of Grant Street South Realignment/Central District Stormwater Improvements
- i. R-240205-31- Resolution affixing a date for a public hearing to consider adoption of the Art, Culture, and Wayfinding Master Plan
- j. R-240205-32- Resolution affixing a date for a public hearing to consider adoption of the Grain District Downtown Redevelopment Plan
- k. O-240116-203 - (Third and Final Reading) Ordinance amending Chapter 1.15 of the City Code of Ordinances to add an appeal section for fines and judgments
- l. R-240205-33- Resolution of endorsement for the City of Bondurant's application to the Prairie Meadows Community Betterment Program for funding to assist with implementing Phase 1 of the community's wayfinding plan included as part of the Art, Culture, and Wayfinding Master Plan
- m. R-240205-34- Resolution of endorsement for the City of Bondurant's application to the Prairie Meadows Legacy Grant Program for funding to assist with installing the Garden at the ARTocka Trail Loop
- n. R-240205-35- Resolution of endorsement for the Mary Bump Foundation's application to the Polk County Community Betterment Program for funding to assist with implementing the Eagle Park Multigolf Project
- o. R-240205-36- Resolution of endorsement for the Bondurant Chamber of Commerce's application to the Prairie Meadows Community Betterment

**Due to the COVID-19 concerns and social distancing recommendations, a virtual meeting was offered.*

Program for funding to assist with implementing the Downtown Arboretum Trail, an extension of the Chichaqua Valley Trail, through the Grain District

- p. R-240205-37- Resolution supporting the Enhancements at Ava's Butterfly Garden in the Renaud Ridge Neighborhood Park proposed by Living Ava's Way Foundation
- q. R-240205-38- Resolution approving amended City Council meeting dates for Calendar Year 2024
- r. R-240205-39- Resolution Approving Purchase of Tractor Mounted Snowblower Equipment from Midwest Underground
- s. R-240205-41- Resolution approving the Public Art Grant Agreement between Bravo Greater Des Moines and the City of Bondurant for funds associated with implementation of the ARTocka Trail Loop Phase 1: The Dining Room
- t. R-240205-42- Resolution selecting the artist design concept submitted by Sam Wilson for the Art Alley area
- u. R-240205-43- Resolution selecting the artist design concept submitted by Joshua Wiener for the Downtown Entry Art Installation area along 2nd Street NE and the proposed Truman Drive corridor
- v. R-240205-44- Resolution affixing a date for a public hearing on the Property Tax Levy
Council Member Driscoll questioned the ARTocka Trail Loop Project's timing and impact of the driveway to the sports complex. Mayor Elrod proposed additional notes to include when seeking proposals for the solar panels. Council Member Sillanpaa questioned the multi-golf project. Mayor Elrod clarified item #5v.

Motion by Pfeffer, seconded by Driscoll, to Approve the Consent Agenda.
Roll Call: Ayes: McKenzie, Pfeffer, Sillanpaa, Driscoll. Nays: None.
Absent: Cox. Motion carried 4-0.

6. Guests requesting to address the City Council

- a. Presentation by Group Creative Services - Art, Culture, and Wayfinding Master Plan

**Due to the COVID-19 concerns and social distancing recommendations, a virtual meeting was offered.*

Teva Dawson, Group Creative Services, presented an overview of the Art, Culture, and Wayfinding Master Plan to the Council and the public.

Marketa Oliver, City Administrator, presented a budget update to the Council and the public.

7. Action Items

- a. R-240205-40- Discussion of parking lot configuration and Resolution approving professional services agreement with Shive-Hattery for the Downtown Parking Project
Mayor Elrod proposed adding additional space for seasonal businesses. The Council and staff discussed options; electricity, an additional pad, lighting, etc.

Motion by Pepper, seconded by McKenzie, to Approve R-240205-40. Roll Call: Ayes: McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: Cox. Motion carried 4-0.

8. Reports / Comments and appropriate action thereon:

- a. Mayor
MPO update.
- b. Council Members
McKenzie - ICON update.
Pepper - Upcoming meeting attendance.
Driscoll - Engagement website comments, upcoming BRAVO & WRA meetings.
Sillanpaa - Questioned the extra pad use for the new downtown parking lot.
- c. Administrator
Updated the Council on the new library bill (SSB 3131).
- d. Directors
Horton - Department update.
Kreuder - Department update.
Jess - None.
Klinker-Feld - None.

9. **Closed Session**- Pursuant to Iowa Code 21.5.1(j) to discuss property acquisition and 21.5.1(c) potential or pending litigation
None.

10. Adjournment

Motion by Pepper, seconded by Driscoll, to adjourn at 07:09 PM. Vote on Motion 4-0. 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 February 5, 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: APPKT00875 - 2/8/24 FOR MEETING ON 2/20/24

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Bank Code-AP Bank						
2807	ALEX AIR APPARATUS 2, LLC	02/12/2024	Regular	0.00	117.36	63228
0020	ALTOONA ACE HARDWARE	02/12/2024	Regular	0.00	157.74	63229
2705	AMAZON CAPITAL SERVICES	02/12/2024	Regular	0.00	1,167.97	63230
	Void	02/12/2024	Regular	0.00	0.00	63231
0048	BAKER & TAYLOR	02/12/2024	Regular	0.00	5,105.69	63232
1742	BAUER BUILT TIRE	02/12/2024	Regular	0.00	130.00	63233
1547	BIBLIONIX	02/12/2024	Regular	0.00	3,255.00	63234
1537	BOUND TREE MEDICAL LLC	02/12/2024	Regular	0.00	367.68	63235
2806	BRENDA CLARK HAMILTON, INC.	02/12/2024	Regular	0.00	1,678.89	63236
	Void	02/12/2024	Regular	0.00	0.00	63237
0073	BRICK GENTRY P.C.	02/12/2024	Regular	0.00	10,955.00	63238
2809	BROTHERS CLEANING CORPORATION	02/12/2024	Regular	0.00	138,153.15	63239
0081	CALHOUN-BURNS & ASSOC INC.	02/12/2024	Regular	0.00	1,230.00	63240
0577	CAPITAL CITY EQUIPMENT	02/12/2024	Regular	0.00	718.01	63241
0097	CITY OF DES MOINES	02/12/2024	Regular	0.00	75,065.00	63242
1835	COLIBRI SYSTEM	02/12/2024	Regular	0.00	1,176.79	63243
2075	CORE & MAIN LP	02/12/2024	Regular	0.00	1,076.12	63244
0134	DEMCO	02/12/2024	Regular	0.00	214.42	63245
2415	DES MOINES STEEL CO	02/12/2024	Regular	0.00	134.78	63246
0145	DIAM PEST CONTROL	02/12/2024	Regular	0.00	225.00	63247
1022	DORSEY & WHITNEY LLP	02/12/2024	Regular	0.00	48,493.50	63248
1627	ECHO GROUP, INC.	02/12/2024	Regular	0.00	40.50	63249
2137	JESTER INSURANCE SERVICE	02/12/2024	Regular	0.00	783.00	63250
2689	GROUP CREATIVE SERVICES, LLC	02/12/2024	Regular	0.00	8,250.00	63251
0193	HAWKEYE TRUCK EQUIPMENT	02/12/2024	Regular	0.00	57.27	63252
2440	HSI EMERGENCY CARE SOLUTIONS, I	02/12/2024	Regular	0.00	91.90	63253
0226	IOWA LEAGUE OF CITIES	02/12/2024	Regular	0.00	100.00	63254
0877	IOWA LIBRARY ASSOCIATION	02/12/2024	Regular	0.00	55.00	63255
0230	IOWA ONE CALL	02/12/2024	Regular	0.00	309.00	63256
2223	IMAGE 360	02/12/2024	Regular	0.00	61.41	63257
2808	IMPACT COMMUNITY ACTION PARTI	02/12/2024	Regular	0.00	2,000.00	63258
2530	IOWA EMPLOYMENT CONFERENCE	02/12/2024	Regular	0.00	1,980.00	63259
2805	I-THEE LLC	02/12/2024	Regular	0.00	1,000.00	63260
1944	J PETTIECORD	02/12/2024	Regular	0.00	64,300.00	63261
2182	JUNIOR LIBRARY GUILD	02/12/2024	Regular	0.00	1,516.00	63262
1340	KONICA MINOLTA	02/12/2024	Regular	0.00	545.69	63263
2642	KONICA MINOLTA BUSINESS SOLUTI	02/12/2024	Regular	0.00	282.29	63264
2619	KONICA MINOLTA PREMIER FINANCI	02/12/2024	Regular	0.00	240.53	63265
2659	LAWSON PRODUCTS, INC.	02/12/2024	Regular	0.00	187.00	63266
2236	MATHESON TRIGAS INC	02/12/2024	Regular	0.00	85.86	63267
0842	MENARDS - ALTOONA	02/12/2024	Regular	0.00	155.02	63268
1019	MUNICIPAL EMERGENCY SERVICES	02/12/2024	Regular	0.00	122.21	63269
0286	METRO WASTE AUTHORITY	02/12/2024	Regular	0.00	87,880.34	63270
0599	MICROMARKETING LLC	02/12/2024	Regular	0.00	1,221.24	63271
2650	MIDWEST CRITICAL POWER LLC	02/12/2024	Regular	0.00	3,035.30	63272
2100	MIDWEST TAPE, LLC	02/12/2024	Regular	0.00	811.42	63273
0750	MIDWEST UNDERGROUND SUPPLY L	02/12/2024	Regular	0.00	10.38	63274
0308	MUNICIPAL SUPPLY, INC.	02/12/2024	Regular	0.00	6,000.00	63275
2629	OPN ARCHITECTS	02/12/2024	Regular	0.00	41,059.39	63276
2803	OPUS HOLDING LLC	02/12/2024	Regular	0.00	12,962.12	63277
1457	O'REILLY AUTO PARTS	02/12/2024	Regular	0.00	77.61	63278
1134	PETTY CASH	02/12/2024	Regular	0.00	188.87	63279
2712	PLAYAWAY PRODUCTS LLC	02/12/2024	Regular	0.00	1,099.91	63280
0332	PLUMB SUPPLY	02/12/2024	Regular	0.00	1,027.80	63281

Check Register

Packet: APPKT00875-2/8/24 FOR MEETING ON 2/20/24

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
2691	POLK COUNTY SHERIFF	02/12/2024	Regular	0.00	70,272.25	63282
2046	PROVANTAGE LLC	02/12/2024	Regular	0.00	846.80	63283
1701	JILL SANDERS	02/12/2024	Regular	0.00	32.06	63284
1504	SHIVE-HATTERY INC	02/12/2024	Regular	0.00	74,207.00	63285
0564	STOREY KENWORTHY/MATT PARRO	02/12/2024	Regular	0.00	284.25	63286
1534	STRATUS BUILDNG SOLUTIONS IOW	02/12/2024	Regular	0.00	1,326.56	63287
2310	TITAN MACHINERY	02/12/2024	Regular	0.00	4,080.00	63288
1570	GREG TOMLINSON	02/12/2024	Regular	0.00	300.00	63289
0930	TOMPKINS INDUSTRIES, INC.	02/12/2024	Regular	0.00	674.29	63290
1813	UNITYPOINT CLINIC-OCCUPATI MED	02/12/2024	Regular	0.00	168.00	63291
2239	UPHDM OCCUPATIONAL MEDICINE	02/12/2024	Regular	0.00	312.00	63292
0525	US CELLULAR	02/12/2024	Regular	0.00	869.80	63293
2804	VANDER HAAG'S INC.	02/12/2024	Regular	0.00	48.06	63294
1161	VEENSTRA & KIMM, INC.	02/12/2024	Regular	0.00	123,408.06	63295
	Void	02/12/2024	Regular	0.00	0.00	63296
2595	VENDNOVATION, LLC	02/12/2024	Regular	0.00	50.00	63297
0416	POSTMASTER	02/02/2024	Bank Draft	0.00	595.60	DFT0002867
0772	FRANCOTYP-POSTALIA INC	01/31/2024	Bank Draft	0.00	500.00	DFT0002868
0144	DES MOINES WATER WORKS	02/23/2024	Bank Draft	0.00	41,285.35	DFT0002869
0144	DES MOINES WATER WORKS	02/23/2024	Bank Draft	0.00	20,478.94	DFT0002870
0144	DES MOINES WATER WORKS	02/23/2024	Bank Draft	0.00	22.00	DFT0002871
2433	WEX BANK	01/29/2024	Bank Draft	0.00	-59.63	DFT0002872
2433	WEX BANK	01/29/2024	Bank Draft	0.00	9,334.84	DFT0002873
1069	FIRST NATIONAL BANK OMAHA	02/02/2024	Bank Draft	0.00	666.21	DFT0002874

Bank Code AP Bank Code Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	121	67	0.00	803,838.29
Manual Checks	0	0	0.00	0.00
Voided Checks	0	3	0.00	0.00
Bank Drafts	8	8	0.00	72,823.31
EFT's	0	0	0.00	0.00
	129	78	0.00	876,661.60

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH	1/2024	9,894.47
999	POOLED CASH	2/2024	866,886.39
			876,780.86



Payable Register

Payable Detail by Vendor Name

Packet: APPKT00879 - PYPKT00529 - 01/29-02/11/2024 PAID ON
02/16/2024

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
Vendor: 0106 - COLLECTION SERVICES CENTER									Vendor Total:	91.38
INV0003661	Invoice	2/16/2024	2/16/2024	2/16/2024	2/16/2024	91.38	0.00	0.00	0.00	91.38
CASE # 652464	AP Bank Code - AP Bank				No	Payment Date: 2/16/2024			Bank Draft:	DFT0002887
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total
CASE # 652464	NA		0.00	0.00	91.38	0.00	0.00	0.00		91.38
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
610-050-2127	CHILD SUPPORT WITHHOLDING				18.28	0%				
600-050-2127	CHILD SUPPORT WITHHOLDING				18.28	0%				
741-050-2127	CHILD SUPPORT WITHHOLDING				9.14	0%				
110-050-2127	CHILD SUPPORT WITHHOLDING				41.11	0%				
001-050-2127	CHILD SUPPORT WITHHOLDING				4.57	0%				
Vendor: 2304 - EBS										
									Vendor Total:	25,591.72
INV0003649	Invoice	3/1/2024	3/1/2024	3/1/2024	3/1/2024	1,679.07	0.00	0.00	0.00	1,679.07
DELTA DENTAL PAYMENT	AP Bank Code - AP Bank				No	Payment Date: 3/1/2024			Bank Draft:	DFT0002875
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total
DELTA DENTAL PAYMENT	Service		0.00	0.00	1,679.07	0.00	0.00	0.00		1,679.07
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
112-050-2125	DENTAL INSURANCE				1,679.07	100.00%				
Vendor: INV0003654										
									Vendor Total:	18,698.62
INV0003654	Invoice	3/1/2024	3/1/2024	3/1/2024	3/1/2024	18,698.62	0.00	0.00	0.00	18,698.62
HEALTH INSURANCE WELLMARK	AP Bank Code - AP Bank				No	Payment Date: 3/1/2024			Bank Draft:	DFT0002880
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total
HEALTH INSURANCE WELLMARK	Service		0.00	0.00	18,698.62	0.00	0.00	0.00		18,698.62
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
112-050-2124	HEALTH INSURANCE WITHHOLDING				18,698.62	100.00%				
Vendor: INV0003655										
									Vendor Total:	1,007.10
INV0003655	Invoice	3/1/2024	3/1/2024	3/1/2024	3/1/2024	1,007.10	0.00	0.00	0.00	1,007.10
EBS ADMIN COST	AP Bank Code - AP Bank				No	Payment Date: 3/1/2024			Bank Draft:	DFT0002881
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total
EBS ADMIN COST	Service		0.00	0.00	1,007.10	0.00	0.00	0.00		1,007.10
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
112-050-2124	HEALTH INSURANCE WITHHOLDING				1,007.10	100.00%				
Vendor: INV0003657										
									Vendor Total:	1,296.65
INV0003657	Invoice	3/1/2024	3/1/2024	3/1/2024	3/1/2024	1,296.65	0.00	0.00	0.00	1,296.65
LIFE & DIS PRINCIPAL	AP Bank Code - AP Bank				No	Payment Date: 3/1/2024			Bank Draft:	DFT0002883
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total
LIFE & DIS PRINCIPAL	Service		0.00	0.00	1,296.65	0.00	0.00	0.00		1,296.65
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
112-050-2124	HEALTH INSURANCE WITHHOLDING				1,296.65	100.00%				
Vendor: INV0003658										
									Vendor Total:	2,706.00
INV0003658	Invoice	3/1/2024	3/1/2024	3/1/2024	3/1/2024	2,706.00	0.00	0.00	0.00	2,706.00
SELF FUNDED DEDUCTABLE INSURANCE	AP Bank Code - AP Bank				No	Payment Date: 3/1/2024			Bank Draft:	DFT0002884

Payable Register

Packet: APPKT00879 - PYPKT00529 - 01/29-02/11/2024 PAID ON 02/16/2024

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total	
Payable Description	Bank Code	On Hold									
Items											
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total			
SELF FUNDED DEDUCTABLE INSURANCE	Service	0.00	0.00	2,706.00	0.00	0.00	0.00	2,706.00			
Distributions											
Account Number	Account Name	Project Account Key			Amount	Percent					
112-050-2124	HEALTH INSURANCE WITHHOLDING				2,706.00	100.00%					
INV0003659	Invoice	3/1/2024	3/1/2024	3/1/2024	3/1/2024	204.28	0.00	0.00	0.00	204.28	
VISION AVISES	AP Bank Code - AP Bank			No	Payment Date: 3/1/2024			Bank Draft:		DFT0002885	
Items											
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total			
VISION AVISES	Service	0.00	0.00	204.28	0.00	0.00	0.00	204.28			
Distributions											
Account Number	Account Name	Project Account Key			Amount	Percent					
112-050-2132	VISION WITHHOLDING				204.28	100.00%					

Vendor: [0238 - IOWA WORKFORCE DEVELOPMENT](#)

Vendor Total: 110.91

INV0003664	Invoice	3/29/2024	3/29/2024	3/29/2024	3/29/2024	110.91	0.00	0.00	0.00	110.91
Unemployment Insurance	AP Bank Code - AP Bank			No	Payment Date: 3/29/2024		Bank Draft:		DFT0002890	
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Unemployment Insurance	NA		0.00	0.00	110.91	0.00	0.00	0.00	110.91	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
112-050-2122	STATE WITHHOLDING				110.91	100.00%				

Vendor: [0239 - IPERS](#)

Vendor Total: 17,439.56

INV0003656	Invoice	2/16/2024	2/16/2024	2/16/2024	2/16/2024	609.01	0.00	0.00	0.00	609.01
Payroll Contribution	AP Bank Code - AP Bank			No	Payment Date: 2/16/2024		Bank Draft:		DFT0002882	
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Payroll Contribution	NA		0.00	0.00	609.01	0.00	0.00	0.00	609.01	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
112-050-2123	IPERS WITHHOLDING				609.01	100.00%				
INV0003660	Invoice	2/16/2024	2/16/2024	2/16/2024	2/16/2024	16,830.55	0.00	0.00	0.00	16,830.55
Payroll Contribution	AP Bank Code - AP Bank			No	Payment Date: 2/16/2024		Bank Draft:		DFT0002886	
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Payroll Contribution	NA		0.00	0.00	5,042.21	0.00	0.00	0.00	5,042.21	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
112-050-2123	IPERS WITHHOLDING				5,042.21	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Payroll Contribution	NA		0.00	0.00	11,788.34	0.00	0.00	0.00	11,788.34	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
112-050-2123	IPERS WITHHOLDING				11,788.34	100.00%				

Vendor: [1512 - IRS USATAXPYMT](#)

Vendor Total: 25,030.72

INV0003663	Invoice	2/16/2024	2/16/2024	2/16/2024	2/16/2024	25,030.72	0.00	0.00	0.00	25,030.72
Federal Tax Withheld	AP Bank Code - AP Bank					No	Payment Date: 2/16/2024	Bank Draft:	DFT0002889	

Payable Register

Packet: APPKT00879 - PYPKT00529 - 01/29-02/11/2024 PAID ON 02/16/2024

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code		On Hold							
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Social Security Withholding Distributions	NA		0.00	0.00	13,360.10	0.00	0.00	0.00	13,360.10	
Account Number	Account Name	Project Account Key			Amount	Percent				
112-050-2121	FICA/MEDICARE WITHHOLDING				13,360.10	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Medicare Withholding Distributions	NA		0.00	0.00	3,124.52	0.00	0.00	0.00	3,124.52	
Account Number	Account Name	Project Account Key			Amount	Percent				
112-050-2121	FICA/MEDICARE WITHHOLDING				3,124.52	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Federal Tax Withheld Distributions	NA		0.00	0.00	8,546.10	0.00	0.00	0.00	8,546.10	
Account Number	Account Name	Project Account Key			Amount	Percent				
670-050-2120	FEDERAL WITHHOLDING				14.06	0.16%				
741-050-2120	FEDERAL WITHHOLDING				259.94	3.04%				
600-050-2120	FEDERAL WITHHOLDING				774.42	9.06%				
610-050-2120	FEDERAL WITHHOLDING				713.24	8.35%				
110-050-2120	FEDERAL WITHHOLDING				731.40	8.56%				
001-050-2120	FEDERAL WITHHOLDING				6,053.04	70.83%				

Vendor: [2249 - ISOLVED BENEFIT SERVICES](#)

Vendor Total: 2,570.60

INV0003650	Invoice	2/16/2024	2/16/2024	2/16/2024	2/16/2024	2,520.82	0.00	0.00	0.00	2,520.82
Payroll Deduction	AP Bank Code - AP Bank	No			Payment Date: 2/16/2024	Bank Draft:		DFT0002876		

Items								
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Payroll Deduction Distributions	NA	0.00	0.00	2,520.82	0.00	0.00	0.00	2,520.82
Account Number	Account Name	Project Account Key		Amount	Percent			
820-050-2131	SELF-FUNDED WITHHOLDING			2,520.82	0%			

INV0003651	Invoice	2/16/2024	2/16/2024	3/6/2024	2/16/2024	49.78	0.00	0.00	0.00	49.78
FSA ADMIN FEE	AP Bank Code - AP Bank	No			Payment Date: 3/6/2024	Bank Draft:		DFT0002877		

Items								
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
FLEX SPENDING ADMINISTRATION FEE	Service	0.00	0.00	49.78	0.00	0.00	0.00	49.78
Distributions								
Account Number	Account Name	Project Account Key		Amount	Percent			
820-050-2131	SELF-FUNDED WITHHOLDING			49.78	0%			

Vendor: [1274 - MISSION SQUARE](#)

Vendor Total: 2,213.41

INV0003652	Invoice	2/16/2024	2/16/2024	2/16/2024	2/16/2024	1,825.00	0.00	0.00	0.00	1,825.00
Payroll Deduction	AP Bank Code - AP Bank	No			Payment Date: 2/16/2024	Bank Draft:		DFT0002878		

Items								
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Payroll Deduction Distributions	NA	0.00	0.00	1,825.00	0.00	0.00	0.00	1,825.00
Account Number	Account Name	Project Account Key		Amount	Percent			
001-050-2130	ICMA-RC			1,825.00	100.00%			

INV0003653	Invoice	2/16/2024	2/16/2024	2/16/2024	2/16/2024	388.41	0.00	0.00	0.00	388.41
DEFFERED COMPENSATION	AP Bank Code - AP Bank	No			Payment Date: 2/16/2024	Bank Draft:		DFT0002879		

Payable Register

Packet: APPKT00879 - PYPKT00529 - 01/29-02/11/2024 PAID ON 02/16/2024

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code	On Hold								
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
DEFERRED COMPENSATION Distributions	Service	0.00	0.00	388.41	0.00	0.00	0.00	388.41		
Account Number	Account Name	Project Account Key			Amount	Percent				
001-050-2130	ICMA-RC				388.41	100.00%				

Vendor: [1832 - TREASURER - STATE OF IOWA](#)

Vendor Total: 3,831.39

INV0003662	Invoice	2/16/2024	2/16/2024	2/16/2024	2/16/2024	3,831.39	0.00	0.00	0.00	3,831.39
State Tax Withholding	AP Bank Code - AP Bank	No			Payment Date: 2/16/2024	Bank Draft:		DFT0002888		

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
State Tax Withholding Distributions	NA	0.00	0.00	3,831.39	0.00	0.00	0.00	3,831.39
Account Number	Account Name	Project Account Key			Amount	Percent		
741-050-2122	STATE WITHHOLDING				146.38	3.82%		
670-050-2122	STATE WITHHOLDING				13.93	0.36%		
610-050-2122	STATE WITHHOLDING				318.83	8.32%		
600-050-2122	STATE WITHHOLDING				354.15	9.24%		
110-050-2122	STATE WITHHOLDING				349.61	9.12%		
001-050-2122	STATE WITHHOLDING				2,648.49	69.13%		

Payable Summary

Type	Count	Gross	Tax	Shipping	Discount	Total	Manual Payment	Balance
Invoice	16	76,879.69	0.00	0.00	0.00	76,879.69	76,879.69	0.00
Grand Total:		76,879.69	0.00	0.00	0.00	76,879.69	76,879.69	0.00

Account Summary

Account	Name	Amount
001-050-2120	FEDERAL WITHHOLDING	6,053.04
001-050-2122	STATE WITHHOLDING	2,648.49
001-050-2127	CHILD SUPPORT WITHHOLDING	4.57
001-050-2130	ICMA-RC	2,213.41
Total:		10,919.51

Account	Name	Amount
110-050-2120	FEDERAL WITHHOLDING	731.40
110-050-2122	STATE WITHHOLDING	349.61
110-050-2127	CHILD SUPPORT WITHHOLDING	41.11
Total:		1,122.12

Account	Name	Amount
112-050-2121	FICA/MEDICARE WITHHOLDING	16,484.62
112-050-2122	STATE WITHHOLDING	110.91
112-050-2123	IPERS WITHHOLDING	17,439.56
112-050-2124	HEALTH INSURANCE WITHHOLDING	23,708.37
112-050-2125	DENTAL INSURANCE	1,679.07
112-050-2132	VISION WITHHOLDING	204.28
Total:		59,626.81

Account	Name	Amount
600-050-2120	FEDERAL WITHHOLDING	774.42
600-050-2122	STATE WITHHOLDING	354.15
600-050-2127	CHILD SUPPORT WITHHOLDING	18.28
Total:		1,146.85

Account	Name	Amount
610-050-2120	FEDERAL WITHHOLDING	713.24
610-050-2122	STATE WITHHOLDING	318.83
610-050-2127	CHILD SUPPORT WITHHOLDING	18.28
Total:		1,050.35

Account	Name	Amount
670-050-2120	FEDERAL WITHHOLDING	14.06
670-050-2122	STATE WITHHOLDING	13.93
Total:		27.99

Account	Name	Amount
741-050-2120	FEDERAL WITHHOLDING	259.94
741-050-2122	STATE WITHHOLDING	146.38
741-050-2127	CHILD SUPPORT WITHHOLDING	9.14
Total:		415.46

Account	Name	Amount
820-050-2131	SELF-FUNDED WITHHOLDING	2,570.60
Total:		2,570.60



Payroll Check Register

Checks

Pay Period: 1/29/2024-2/11/2024

Packet: PYPKT00529 - 01/29-02/11/2024 PAID ON 02/16/2024

Payroll Set: CITY OF BONDURANT, IA - 01

Employee	Employee #	Check Type	Date	Amount	Number
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*** No Checks Created In This Packet ***



Payroll Check Register

Direct Deposits

Packet: PYPKT00529 - 01/29-02/11/2024 PAID ON 02/16/2024
Payroll Set: CITY OF BONDURANT, IA - 01

Employee	Employee #	Date	Amount	Number
BAAS, JAMIE	4147	02/16/2024	196.36	104672
BAILEY, BOYCE E	7104	02/16/2024	1,318.47	104673
BERGESON, JOHN W	7121	02/16/2024	1,928.90	104674
BRIGGS, ASHTON S	1511	02/16/2024	802.34	104675
BRUCE, EMMA	3141	02/16/2024	806.19	104676
CARPENTER, JOHN C	5129	02/16/2024	1,616.52	104677
COLLISON, PATRICK F	5103	02/16/2024	2,304.86	104678
CORY, JOHN P	7120	02/16/2024	1,607.32	104679
CRITTENDEN, MATTHEW	1567	02/16/2024	1,193.86	104680
DE LOS SANTOS, JUAN DAVID	7128	02/16/2024	1,056.56	104681
DOMINGUEZ, MATTHEW P	1513	02/16/2024	764.62	104682
GANNAWAY, COURTNEY	1597	02/16/2024	1,105.97	104683
GILSON, DUSTY ALAN	7124	02/16/2024	1,397.58	104684
HAGAN, SHELBY L	5118	02/16/2024	2,577.48	104685
HARMISON, TROY G	1503	02/16/2024	1,759.31	104686
HIGGINS, DAVID P.	7105	02/16/2024	1,458.94	104687
HORTON, JOHN C	7112	02/16/2024	3,406.47	104688
HORTON, JOHN C	7112	02/16/2024	100.00	104688
HOWIESON, DANIEL	1572	02/16/2024	895.79	104689
HUFF, TIMOTHY J	1559	02/16/2024	1,880.36	104690
JESS, JENE' N	5123	02/16/2024	3,484.67	104691
JOHNSON, ANNASTASHA	5130	02/16/2024	1,389.93	104692
KING, CHRISTINA M	3143	02/16/2024	676.21	104693
KLINKER-FELD, MICHELL M	3135	02/16/2024	2,436.84	104694
KREUDER, AARON M	1441	02/16/2024	3,590.12	104695
KRUSE, OSCAR	1586	02/16/2024	790.52	104696
LUING, TIFFANY A	5133	02/16/2024	1,957.50	104697
LUNDQUIST, BRADLEY D	1555	02/16/2024	669.60	104698
MARSHMAN, CRAIG A	5125	02/16/2024	1,645.37	104699
MASON, KYLE	1598	02/16/2024	757.09	104700
MILLER, BRODY E	1582	02/16/2024	1,524.20	104701
MORRIS, REBECCA L	1504	02/16/2024	2,293.28	104702
MULLIN, BRANDON	7127	02/16/2024	564.28	104703
MURRAY, MARGARET	5126	02/16/2024	2,954.59	104704
OLIVER, MARKETA S	8403	02/16/2024	3,601.98	104705
OLIVER, MARKETA S	8403	02/16/2024	300.00	104705
PATTERSON, JACOB	1596	02/16/2024	198.04	104706
PEZLEY, ISAAC J	5132	02/16/2024	2,239.11	104707
PHIPPS-BUCKLIN, CHANTEL E	4145	02/16/2024	915.93	104708
REYNOLDS, RAY A	1537	02/16/2024	810.84	104709
RICCIO, ANTHONY F	1583	02/16/2024	947.67	104710
SANDERS, JILL C	3128	02/16/2024	3,212.61	104711
SCHINCKE, MEGAN	3137	02/16/2024	429.10	104712
SCHINCKE, MEGAN	3137	02/16/2024	1,001.23	104712
SCHINCKE, MEGAN	3137	02/16/2024	125.00	104712
SEXTON, WILLIAM M	7125	02/16/2024	250.00	104713
SEXTON, WILLIAM M	7125	02/16/2024	1,098.14	104713
SHARP, COLE P	1581	02/16/2024	550.54	104714
SPOERRY, DANIELLE M	1527	02/16/2024	1,667.75	104715
SUHR, CARLENE E.F.	3144	02/16/2024	1,405.90	104716
SUMMERS, AANNA N	1575	02/16/2024	1,944.55	104717

Employee	Employee #	Date	Amount	Number
SUMMERS, ALAN C	1534	02/16/2024	1,824.07	104718
VAN HOUTEN, NICOLE M	5121	02/16/2024	1,829.78	104719



Payroll Check Register

Report Summary

Packet: PYPKT00529 - 01/29-02/11/2024 PAID ON 02/16/2024
Payroll Set: CITY OF BONDURANT, IA - 01

Type	Count	Amount
Regular Checks	0	0.00
Manual Checks	0	0.00
Reversals	0	0.00
Voided Checks	0	0.00
Direct Deposits	53	77,264.34
Total	53	77,264.34



Refund Check Register

Refund Check Detail

UBPKT04992 - Refunds 01 UBPKT04990 Regular

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
01-01333-03	REDWOOD BUILDERS	2/5/2024	63211	108.14			108.14	Generated From Billing
01-02376-08	BROCKETT, STARLENE M	2/5/2024	63212	65.76			65.76	Generated From Billing
01-02411-08	KRUSE, IVAN R	2/5/2024	63213	130.31			130.31	Generated From Billing
01-03198-08	MORFORD, THOMAS J	2/5/2024	63214	118.53			118.53	Generated From Billing
01-03481-01	JUDITH MASS	2/5/2024	63215	73.72			73.72	Generated From Billing
01-03628-01	MELTON, SHANTELLE M	2/5/2024	63216	114.19			114.19	Generated From Billing
03-02081-01	DORENE STEELE	2/5/2024	63217	72.85			72.85	Generated From Billing
05-02642-04	KURTIS DELPIERRE	2/5/2024	63218	73.72			73.72	Deposit
06-02575-02	JODI E SPECK	2/5/2024	63219	52.29			52.29	Generated From Billing
10-02729-02	MARK MASSA	2/5/2024	63220	73.72			73.72	Generated From Billing
10-02830-02	CASEY DOSER	2/5/2024	63221	154.67			154.67	Generated From Billing
16-01313-04	LLC, JJR HOLDINGS	2/5/2024	63222	26.28			26.28	Generated From Billing
16-01448-01	BALDWIN, HARPER L	2/5/2024	63223	122.85			122.85	Generated From Billing
16-01597-01	ANDERSON, KELSEY J	2/5/2024	63224	122.85			122.85	Generated From Billing
16-01659-00	CLAYTON PROPERTIES GROUP INC	2/5/2024	63225	51.47			51.47	Generated From Billing
16-01704-02	CARROLL, NIKKI R	2/5/2024	63226	123.72			123.72	Generated From Billing
16-01940-00	JERRY'S HOMES INC	2/5/2024	63227	25.04			25.04	Generated From Billing
Total Refunds: 17			Total Refunded Amount:	1,510.11				

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS	1510.11
Revenue Total:	1510.11

General Ledger Distribution

Posting Date: 02/01/2024

Account Number	Account Name	Posting Amount	IFT
Fund: 600 - WATER			
600-000-1101	CLAIM ON POOLED CASH	-1,510.11	Yes
600-050-2141	APPLIED CREDITS	1,510.11	
600 Total:		0.00	
Fund: 999 - POOLED CASH			
999-000-1100	POOLED CASH	-1,510.11	

General Ledger Distribution

Posting Date: 02/01/2024

Account Number	Account Name	Posting Amount	IFT
999-050-2300	DUE TO OTHER FUNDS	1,510.11	Yes
999 Total:		0.00	
Distribution Total:		0.00	

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 Bondurant Men's Club Easter Egg Hunt **Date(s) of Event** March 30, 2024

Location Bondurant Regional Sports Complex (BRSC)

(Applicants must attach a map of the event layout that includes details like tent locations, portable restroom locations, sound stage, etc.)

Setup Time 9:00am **Starting Time** 10:00am **Ending Time** 11:00am

(Please Print)

Organization Hosting Event Bondurant Men's Club

Contact Person Jerry McClain **Day Phone** 515-975-6174

Email mcclainrj@hotmail.com

Addl. Contact _____ **Day Phone** _____

Email _____

Type of Event:

Check all that apply.

- | | | |
|---|--|---|
| ☐ Parade | ☐ Fundraiser | ☐ Walk/Run Event |
| ☐ Fair/Festival | ☐ Outdoor Concert | ☐ Block Party |
| ☐ Bicycle Event | | |
| ☒ Other (please explain) <u>Easter Egg Hunt</u> | | |

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

Children (PK, K, 1st, 2nd - 4th) Easter Egg Hunt at BRSC Fields 1, 2, 3 and 6.

Kid's crafts at concession building. Use outfields for candy.

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

Event Details:

(provide estimated counts)

Estimated Attendance

400

Trash Containers

existing

Portable Toilets

existing

(circle what applies)

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

None

•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 require 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.** 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.)

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: Use existing trash containers.

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 Jerry McClain

Date 2-8-2024

Printed Name Jerry McClain

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

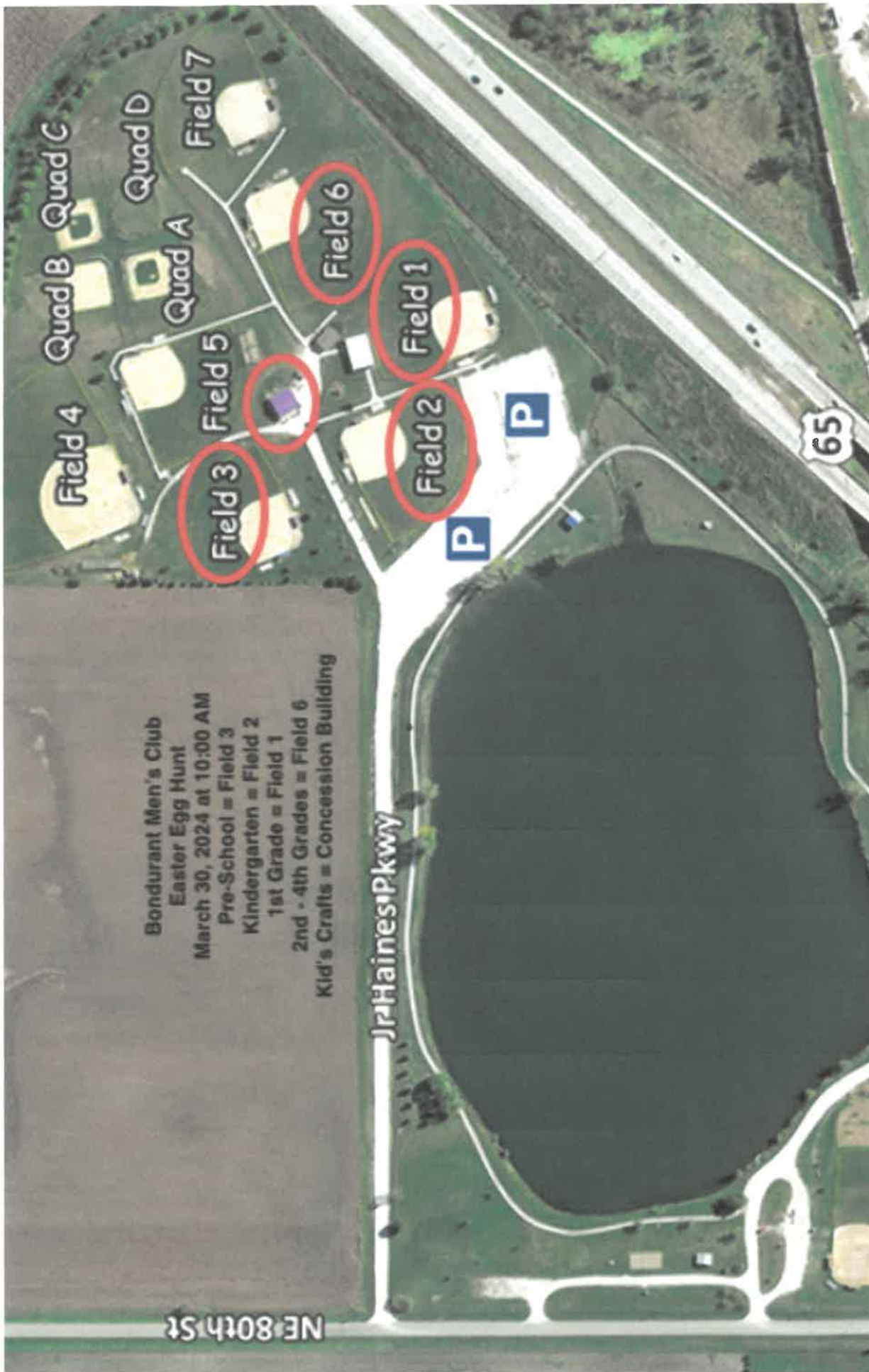
Purpose: To provide a contact in connection with permit activities.

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			



Bondurant Men's Club
Easter Egg Hunt
March 30, 2024 at 10:00 AM
Pre-School = Field 3
Kindergarten = Field 2
1st Grade = Field 1
2nd - 4th Grades = Field 6
Kid's Crafts = Concession Building

Jr Haines Pkwy

NE 80th St

Tax Abatement Applications
February 20, 2024
City of Bondurant

Name	Address	Closing Date	Cost
Travis Sisson	88 Paine Circle, SE	--	--

Meeting Minutes
Bondurant Community Library | Library Board of
Trustees
Wednesday, January 3, 2024



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

1. Roll Call: *Members Present:* Josh Bryant, Sue Ugulini, Julie Bergeson, Mike Kramer, Amber Flinn and Jen Keeler. Library Director Sanders and assistant Director Klinker-Feld

were also present.

Guests present: Marketa Oliver, City Administer (on-line). Craig Campbell, Former Trustee. Tara Cox, City Council liaison.

- 2. Perfecting and Approving the Agenda:** Motion to approve the agenda as amended by Bergeson, seconded by Keeler. Motion carried.
- 3. Presentation of Plaque to Mr. Craig Campbell.** Board President Bryant presented a plaque to Mr. Campbell for his years of community service to the Library Board of Trustees.
- 4. Approval of Consent Agenda:**
 - a. Minutes of past meeting – December 2023
 - b. Financial Report
 - c. Approve Warrant list / authorize expenditures
 - d. Staff Report – December 2023
 - e. Director's Report – December 2023
 - f. Statistics Review

Director Sanders provided an update on the “home Library” designation for rural patrons and a new hire. Motion to approve the above consent agenda w/edits and additions by Ugulini, seconded by Kramar. Motion carried.

- 5. Public Comments:** None.
- 6. Library Foundation Update:** Upcoming events: 3rd Annual Mini-Golf Event. Open for hole sponsorship.
- 7. Friends of the Library Update:** Upcoming events: 3rd Annual Mini-Golf Event. Open for hole sponsorship.
- 8. City Council Liaison Report:** Marketa Oliver provided an update. Phase 1 of the City Park project has started and will be finished by June 2024 for the 50th Anniversary of Summerfest. There is a new mural at the Trailhead and dedication will be December 18th at 5:30 PM. Tara Cox will be the new City Council Liaison for the Library Board. The Merry & Bright parade and other seasonal activities were well attended.

9. Old Business: None.

10. New Business:

a) **Consider/Approve Library Board of Trustees Applicants.** One applicant received and Director Sanders will invite applicant to February Board meeting.

b) **Trustee Training – Chapter 10 Trustee Handbook: *Evaluating the Library Director*.** Reviewed and discussed this chapter. Discussion on current evaluation tool. Director Sanders will draft a new evaluation that better aligns with actual Library operations for Board to review.

c) **Review/Approve Job Descriptions for Library Director, Assistant Library Directors, Youth Services Librarian, Children’s Librarian, Adult Services Librarian, Clerk II.** Motion to approve by Kramer, seconded by Keeler. Motion carried.

d) **Review Long Range Plan.** Review, discussion, questions and guidance provided by all attendees.

11. Board President Items: Board President completed Director Sanders annual performance review.

12. Adjournment: Motion to adjourn by Keeler, seconded by Kramer. Motion carried.

Next Meeting: February 7, 2024 at 6 PM.



Librarian items January, 2024

- The Library staff has begun working with a student from Bondurant-Farrar schools in the Work Placement program. They will be at the Library Tuesday through Friday for an hour for the balance of the school year.
- Director Sanders received a phone call from a parent recently that just wanted to tell the Library thanks for providing the Wonder Book collection to the community. With a child that was a reluctant reader, once they began reading the Wonder Book collection the reading skills have improved and the parent is just grateful to the Library for providing that collection.
- School Librarian Scott has contacted the Library with a list of books for donations that was voted to be removed from the school collection.
- Director Sanders did close the Library on Friday, January 12 and Saturday, January 13 due to the Blizzard warning issued by the National Weather Service. The Library reopened on Sunday, January 14 with normal hours.

Michell:

- Webinar “Lunch with the State Library: General Consulting”
- Attended Iowa Small Library Association board meeting virtually
- Leadership training and luncheon at City Hall
- Webinar “The Safe at Home Program and Your Library”
- 2024 ILOC Conference, various sessions
- Visited 1st grade classes at Morris elementary

Megan S:

- Kids Lib
- Webinar “Check it Out”
- Webinar “POP YS”
- 2024 ILOC Conference; “Communicating with Stakeholders”, “Community Advocacy”, “Marketing Matters”, “Community Development in the Library”, and “Fostering Community Connections”

Chantel:

- All Iowa Reads Author Presentation
- Adult Librarian Meeting
- Webinar “The Safe at Home Program and Your Library”
- Summer Reading Program training webinar

Carly:

- Kids Lib

- 2024 ILOC Conference, “Get Ready, Stay Ready: Supporting Proactive Community Advocacy for Library Professionals”

Events in January:

- 13 Story Times at the Library
- 4 Sessions of Baby Story & Play
- 7 Sessions of Fit for Life!
- Adult Craft Night
- Book Discussion for Adults
- Books on Tap book discussion at Reclaimed Rails
- Cyber Security workshop
- Book Club for grades 3-5
- Book Club for grades 6-8
- Teens Only Sunday Funday
- Pokémon Club
- STEAM Club
- After School STEAM
- After School BINGO
- After School Movie
- 4 sessions of Finals Week R&R for grades 9-12
- LIBRARY CLOSED January 12 and 13 for inclement weather
- LIBRARY CLOSED January 15 for Martin Luther King, Jr. Day

Stats for January, 2024

- Total Circulation for the month 7,517, 6,918 last year at this time.
- On-line usage (e-Books, Downloadable music, Hoopla (music, ebooks, streaming video), Rocket Language, Brainfuse, Adventure Pass 2,536, 1,764 last year.
- Door Count 3,943, last year 1,829.
- Assisting patrons by phone, with the catalog, computers, etc. 675 and 552 last year.
- Story times- 17 were held with 179 attending.
- Total programming attendance 860 for adults, youth and children, 661 last year.
- Internet usage in house was 573, last year 475, 1,157 Wi-Fi users 1,283 last year, 81 hotspot were used this past month last year 111.
- Meeting room –January had 92 reservations by the community, last year 33.
- Issued 56 new library cards. Last year we issued 51 cards during the month of January.
- The library did 24 requests for materials from other libraries and provided 130 to other libraries.
- 420 items were added to the collection and 88 were removed.
- 43 Mobile Printing, last year 21.
- 43 patrons used the Tablet Station



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

Item No. 7.e.
For Meeting of 2/20/2024
Resolution

TITLE: - Resolution affixing a public hearing date to consider a text amendment to Section 177.04 of the Zoning Code regarding setback requirements for accessory structures

CONTACT PERSON:

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

BRIEF HISTORY & ANALYSIS: City staff received a building permit for an accessory structure located closer than 6' to the primary structure. The proposed accessory structure featured firewalls facing the two sides it abutted the primary structure. City staff reviewed accessory structure/building code from other Des Moines metropolitan communities and found the majority of those communities do not have separation requirements for accessory and primary structures/buildings. City staff drafted the proposed amendment and submitted it to the Bondurant Fire Marshal and Veenstra & Kim for fire and building review. Both parties indicated they are okay with the proposed text amendments but would like to review all accessory structures with firewalls moving forward.

City staff introduced three options for the Planning and Zoning Commission to consider:

- Option 1 is to recommend approval of a text amendment allowing accessory structures to be as close as 3' from primary structures as long as a firewall is installed along all walls facing the primary structure.
- Option 2 is to recommend approval of a text amendment with Option 1's wording but also require all accessory structures meet primary structure setback requirements.
- Option 3 is to recommend denial of the text amendment and staff will no longer pursue a text amendment for this subject.

Staff has included research of how accessory structures setback requirements from primary structures are handled in other Des Moines metro communities. This research is attached.

The Planning and Zoning Commission at their January 11, 2024 meeting voted 7-0 to recommend Option 2 of the proposed text amendment.

FUNDING SOURCE: NA

STAFF RECOMMENDATION: Approve resolution on a roll call vote.

APPROVED FOR SUBMITTAL:

ATTACHMENTS:

1. RESOLUTION NO. 240220-45
2. Proposed Accessory Structure Text Amendment
3. Accessory Structure Research

CITY OF BONDURANT
RESOLUTION NO. 240220-45

RESOLUTION AFFIXING A DATE FOR A PUBLIC HEARING TO CONSIDER TEXT
AMENDMENTS TO SECTION 177.04 OF THE ZONING CODE REGARDING
ACCESSORY STRUCTURE SETBACK REQUIREMENTS.

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 consider the following Ordinance:

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF
BONDURANT, IOWA, 2002, BY AMENDING SECTIONS 177.04 OF THE ZONING
CODE REGARDING THE TOPIC OF ACCESSORY STRUCTURE SETBACK
REQUIREMENTS

A public hearing will be held on March 4, 2024, at 6:00 p.m. at the Bondurant City Center at 200 2nd Street NE, Bondurant, Polk County, Iowa, at which the Council will hear objections or support to said proposed Ordinance.

The Clerk is hereby directed to publish Notice of said Hearing, as by law required.

Passed this 20th day of February 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 meet at 6:00 p.m. on March 4, 2024 in the Bondurant Community Center at 200 2nd Street NE, Bondurant, Polk County, Iowa, to consider text amendments to the following sections of the Zoning Code: 177.04 regarding setback requirements for accessory structures. All interested parties are encouraged to attend.

177.04 ACCESSORY BUILDINGS. No accessory building shall be erected in any required court or in any yard other than a rear yard. Accessory buildings shall meet the appropriate bulk regulations for the zoning district listed in Chapter 178. Only one (1) detached garage and one (1) yard shed shall be allowed in a rear yard (this is not to be construed as not allowing gazebos, greenhouses, shelters and “children’s playhouses,” as long as the total aggregate building area does not exceed 30% of the rear yard). In A-1, R-1, R-2, R-4 Zoned Districts and for One & Two family dwelling lots in an R-3 and R-5 Zoning District, accessory garages shall be no larger than 1,000 square feet and yard sheds shall not be larger than 160 square feet. Accessory buildings shall be distant at least three (3) feet from alley lines, and/or lot lines of adjoining lots. However, in no case shall any eave or overhang extend closer than twelve (12) inches to a rear or side yard line and no accessory structure(s), except those permitted pursuant to the provisions of Ordinance Section 177.02 (fences), shall be permitted to be constructed, placed, located or built in and/or on any flowage easement. Accessory buildings may be built in utility easements; however, the property owner will be responsible for any additional costs incurred by a utility company in working around, removing, relocating, altering or dealing in any way with an accessory building placed in a utility easement. Accessory buildings must be erected separately from and six (6) feet distant (into rear yard) from the principal structure except in R-4 districts where accessory building shall be no closer than four (4) feet to the principal structure providing they meet all applicable fire and building codes as adopted. Accessory buildings may be three (3) feet from the principal structure if the abutting side wall(s) have a firewall and approved by the Fire Marshall. All accessory buildings closer than six (6) to the principal structure must meet principal structure setback requirements. Any building so connected to the principal building shall be considered a part of the principal building and must meet the space requirements thereof. This regulation shall not be interpreted to prohibit the construction of a minimum two hundred forty (240) square foot, detached garage on a rear yard. No accessory building shall be constructed upon a lot until the construction of the principal building has been actually commenced, and no accessory building shall be used unless the principal building on the lot is being used. Accessory buildings exceeding 160 square feet in area shall be constructed of materials that are the same or similar to the principal building. Accessory buildings may be connected to the principal building by a breezeway with setbacks for the principal structure. An addition may be made to an existing principal structure which extends past the front of an existing legally established detached accessory structure, provided no connection or attachment is made between the existing detached structure and the addition, unless setbacks can be met as required for a principal structure.

Accessory Structure Research

Adel

- No accessory building within 10' of primary building

Ankeny

- No setback regulations

Altoona

- 6' from primary building except in R-4 District then 4' from primary building

Clive

- 5' from primary building

Des Moines

- 3' unless otherwise stated

Grimes

- No setback regulations

Indianola

- 10' from primary building

Johnston

- Must meet building code separation requirements.

Norwalk

- 10' from primary building

Urbandale

- 10' unless fire protection is installed then 6'

Waukee

- 6' from primary building

West Des Moines

- If constructed within 5' of primary building it must meet primary structure setback requirements



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

Item No. 7.f.
For Meeting of 2/20/2024
Resolution

TITLE: - Resolution affixing a public hearing date to consider text amendments to the following sections of the Zoning Code: 179.01, 180.04, 180.05, and 180.07 regarding setback requirements for stormwater detention and retention basins

CONTACT PERSON:

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

BRIEF HISTORY & ANALYSIS: The Planning and Zoning Commission requested staff look into amending the Zoning Code in regards to stormwater detention and retention basin setback requirements. Currently, the Zoning Code does not address setbacks for such basins. Staff is proposing all grading for stormwater detention and retention basins to be at least 5' from all property lines. Staff's recommended text amendments specifically state the setback requirement in Sections 179.01.2.D and 180.05.4.J. The proposed text amendments also require these setbacks are included on all proposed preliminary plats (Section 180.07.2.U), area general plans (Section 180.04.6) and construction documents (Section 180.05.4.J.). The proposed text amendments can be seen in the attached document and attached resolution.

The Planning and Zoning Commission at their January 11, 2023 meeting voted 7-0 to recommend approval of the attache text amendment.

FUNDING SOURCE: NA

STAFF RECOMMENDATION: Approve resolution on a roll call vote.

APPROVED FOR SUBMITTAL:

ATTACHMENTS:

1. RESOLUTION NO. 240220-46
2. Proposed Detention Pond Setbacks

CITY OF BONDURANT
RESOLUTION NO. 240220-46

RESOLUTION AFFIXING A DATE FOR A PUBLIC HEARING TO CONSIDER TEXT
AMENDMENTS TO SECTIONS 179.01, 180.04, 180.05, AND 180.07 OF THE ZONING
CODE REGARDING STORMWATER DETENTION AND RETENTION BASIN
SETBACK REQUIREMENTS.

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 consider the following Ordinance:

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF
BONDURANT, IOWA, 2002, BY AMENDING SECTIONS 179.01, 180.04, 180.05, AND
180.07. OF THE ZONING CODE REGARDING THE TOPIC OF STORMWATER
DETENTION AND RETENTION BASIN SETBACK REQUIREMENTS

A public hearing will be held on March 4, 2024, at 6:00 p.m. at the Bondurant City Center at 200 2nd Street NE, Bondurant, Polk County, Iowa, at which the Council will hear objections or support to said proposed Ordinance.

The Clerk is hereby directed to publish Notice of said Hearing, as by law required.

Passed this 20th day of February 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 meet at 6:00 p.m. on March 4, 2024 in the Bondurant Community Center at 200 2nd Street NE, Bondurant, Polk County, Iowa, to consider text amendments to the following sections of the Zoning Code: 179.01., 180.04, 180.05, and 180.07 regarding setback requirements for stormwater detention and retention areas. All interested parties are encouraged to attend.

Section 179.01.2.D.

D. The proposed development shall be designed with adequate water mains, provisions for sanitary sewage facilities, storm sewers (storm sewers to be designed for 5-year storm calculations) and drains and flood control, in accordance with the ordinances and regulations of the City and statutes and regulations of the State and good engineering practice to protect the public health and welfare and not overload any existing public utilities. Surface drainage shall be directed to on-site detention, where required, and to storm sewers in accordance with applicable design standards, including the requirement to extend public storm sewer if deemed necessary. All storm drainage calculations shall include capacity of downstream facilities and be sized to accommodate existing facilities.

- a. A minimum five (5) foot wide buffer strip shall be located around every stormwater drainage basin directly abutting the overflow water level. The buffer strip should be at least 5:1 or flatter.

Section 180.04.6

6. An Area General Plan may be prepared and submitted by the Developer, for approval by the Reviewing Authority, prior to the submission of the initial Preliminary Plat. The Review Authority shall determine that either of the following conditions exists to warrant a requirement and submission of an Area General Plan
 - a) The parcel initially proposed for platting constitutes a portion of a larger tract of land owned, or under option to purchase by the Developer.
 - b) The parcel initially proposed for platting constitutes a portion of a larger land area, the development of which will be complicated by unusual problems of drainage, street layout, utility services, land usage, or land ownership pattern.

The Area General Plan shall show property boundaries, land characteristics including wetlands, drainage patterns, flood prone areas as identified on Flood Prone Area Maps of the Federal Emergency Management Agency, wooded areas and major topographic features, existing streets, existing buildings, sewer lines, water lines and pipelines. Also to be shown in the Area General Plan are the proposed sanitary sewage collection, stormwater transportation and stormwater detention and detention pond buffer strip; proposed location of commercial areas, residential areas, and parks or other public areas. The Area General Plan shall be prepared to a proper scale of one (1) inch equals one hundred (100) feet (1 inch equals 100 feet) or larger, and to proper accuracy.

The Zoning Administrator / City Administrator and / or City Engineer shall review the Area General Plan for compliance with these regulations and its consistency with the City's Land Use Plan and applicable municipal development plans, or parts

thereof. Upon review, the Area General Plan shall be presented to the Planning and Zoning Commission; Action from said Commission shall take the form of approval or denial within thirty (30) days following the review of the Zoning Administrator / City Administrator and / or City Engineer.

The Area General Plan may serve as the Developer's official Preliminary Plat, provided that the Area General Plan submitted as the official Preliminary Plat by the Developer, conforms to the requirements as set forth in these regulations.

A portion of the Area General Plan may serve as the Developer's official Preliminary Plat, provided that this portion is clearly designated and provided that this portion of the Area General Plan submitted as the official Preliminary Plat conforms to the regulations for Preliminary Plats.

The approval of the Area General Plan by the City shall be in effect for a period of at least one (1) year from the approval date, but the approval is subject thereafter to withdrawal by the City upon notice to the Developer after that date.

The approval of the Area General Plan shall confer upon the Developer the right to proceed with the subdivision platting process set forth in this Ordinance for the lands depicted in the Area General Plan.

Section 180.05.4.J

J. Construction Plans. Detailed construction plans showing the grading plan and all required public and private improvements including streets, stormwater detention facilities, stormwater detention buffer strips, storm sewers, water main, sanitary sewer, and other applicable improvements. The construction plans must show all areas designated as overland flow swales or drainage courses. The construction plan shall include spot design elevations along the flow line of all drainage swales at each property line and mid-lot location exceed 50 feet. The City may require spot elevations to be added at additional locations deems critical to the proper performance of drainage path. Construction of improvements within a subdivision shall not commence prior to the approval of the construction plans unless the City authorizes the start of construction prior to the approval of the construction plans.

- (1) A minimum five (5) foot wide buffer strip shall be located around every stormwater drainage basin directly abutting the overflow water level. The buffer strip should be at least 5:1 or flatter.

180.07 PRELIMINARY PLAT REQUIREMENTS. (See example of preliminary plat in the Appendix.) The preliminary plat of a subdivision is not intended to constitute

approval of the preliminary plat serve as a record plan. Its purpose is to show on a map all facts needed to enable the Commission to determine whether the proposed layout of the land in question is satisfactory from the standpoint of the public interest. The subdivider, or any representative of the subdivider may call at the City offices in advance of the preliminary plat in order to discuss the proposed subdivision and in order to obtain information as to the requirements necessary for approval of the plat.

1. **Number of Copies and Scale.** Fourteen (14) copies of the preliminary plat shall be submitted as prescribed for review. The scale of the map shall be one (1) inch equals fifty (50) feet on small subdivisions, and one (1) inch equals one hundred (100) feet on large subdivisions, unless otherwise approved by the Commission.

2. **Contents of Preliminary Plat.**

- A. Name of subdivision
- B. Date
- C. Point of compass
- D. Scale
- E. Legal description of the property being platted
- F. Name and address of recorded owner and of developer
- G. Name and address of Engineer and/or Land Surveyor
- H. Existing buildings, railroads, underground utilities, and other [right-of-way](#)
- I. Location, names and widths of all existing and proposed roads, [alleys](#), streets, and highways in or adjoining the area being subdivided
- J. Location and names of adjoining subdivisions, and the names of the owners of adjoining acreage parcels.
- K. Building setback lines
- L. Areas dedicated for public use, such as schools, parks and playgrounds
- M. Contour lines at intervals of not more than two (2) feet
- N. Proposed lot lines with approximate dimensions and the square foot area of non-rectangular lots
- O. Boundaries of the proposed subdivision shall be indicated by a heavy line
- P. Zoning classification of the area
- Q. Proposed utility service:
 - (1) Source of water supply
 - (2) Provision for sewage disposal

- (3) Provision for storm water drainage, including calculations of storm water runoff from the site
- R. A vicinity sketch at a legible scale showing the relationship of the plat to its general surroundings
- S. Lot numbers
- T. Proposed street widths
- U. Stormwater Drainage Plan. Detailed report setting forth the design parameters for any water detention facility required to reduce the release rate to a five (5) year release rate. The report must include the initial analysis of the storm sewer system and overland flow has to ensure the stormwater drainage plan is adequate to accommodate the runoff from a 5-year storm in storm sewers with overland flow paths to accommodate the runoff from a 100-year storm without adverse ponding.
- (1) A minimum five (5) foot wide buffer strip shall be located around every stormwater drainage basin directly abutting the overflow water level. The buffer strip should be at least 5:1 or flatter
- V. Location, character, and dimension of all existing and proposed [easements](#) to be used for utility purposes
- W. Name, certification and seal of registered land surveyor who prepared the plat
- X. Provide bench mark information indicating city datum is being used
- Y. Show all existing site features and proposed water courses
- Z. Zoning Change Agreement. Where a zoning change is requested in conjunction with or prior to the subdivision process, the city may require the subdivider to provide a Zoning Change Agreement which relegates authority to the City to revert the property back to the original zoning classification if the schedule or requirements set forth by the City are not fully in compliance by a date mutually agreed to by the subdivider and City.
- AA. Narrative demonstrating how the proposed project is consistent with the land use plan, infrastructure system plans, park plans, and the general goals and policies of the [comprehensive plan](#) and any approved infrastructure system or area master plans.



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

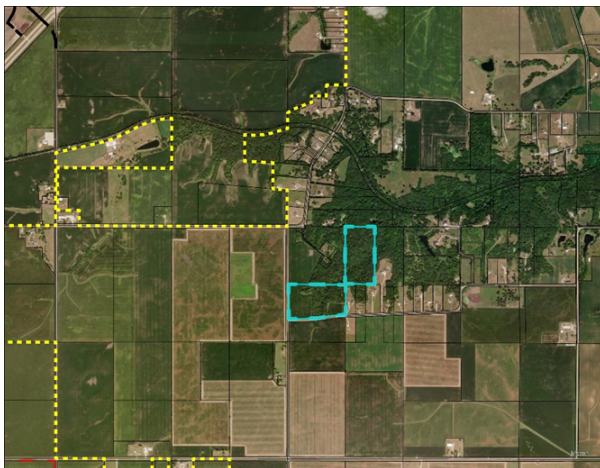
Item No. 7.g.
For Meeting of 2/20/2024
Resolution

TITLE: - Resolution regarding approval of the Doe Run Plat 3 Final Plat, a subdivision in unincorporated Polk County within two miles of Bondurant's City limits

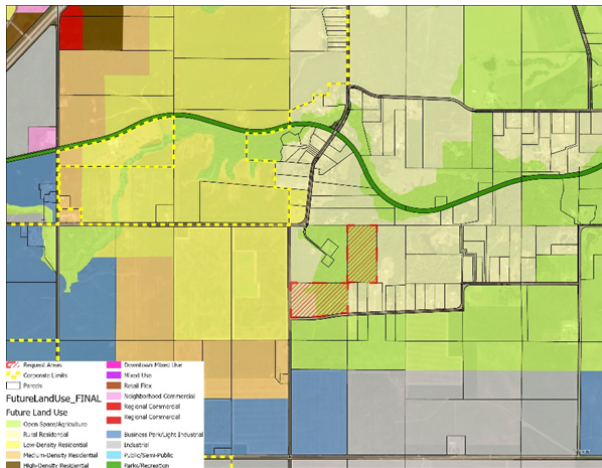
CONTACT PERSON:

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

BRIEF HISTORY & ANALYSIS: The City is in receipt of a final plat located in unincorporated Polk County within 2 miles of Bondurant's city limits. Polk County has zoning jurisdiction on this land - meaning that a permitted use review is conducted by Polk County and not the City of Bondurant. The subject property is located east of the Bondurant's corporate limits. Lots 1, 2 and 3 are located near the intersection of NE 75th Avenue and NE 96th Street. Outlot Z is located to the northeast of Lots 1, 2 and 3 and to the east of the intersection of NE 78th Street and NE Morgan Drive. The proposed subdivision land is currently undeveloped, part of the proposed land is used for row crop agricultural and the remainder of the land is undeveloped timber area. The proposed subdivision would create three lots, Lots 1, 2 and 3, that are accessible from NE 75th Avenue. Lots 2 and 3 would also have frontage along NE 96th Street. Outlot Z is designated as unbuildable and ownership is tied to Lot 3. The highlighted area in yellow shows the location of the proposed subdivision.



The City of Bondurant's Future Land Use Map designates this property as Rural Residential and Open Space/Agricultural. The Building Bondurant Comprehensive Plan defines rural residential as single-family dwellings on land of at least one acre. The proposed plat shows all lots in excess of 3 acres. This property is currently zoned as Estate Residential by Polk County, this zoning designation requires lots to be at least 3 acres in size. This indicates the proposed plat adheres to Bondurant's Future Land Use Map. The property is outlined on Bondurant's Future Land Use Map below



FUNDING SOURCE: NA

STAFF RECOMMENDATION: Approve resolution on a roll call vote.

APPROVED FOR SUBMITTAL:

ATTACHMENTS:

1. RESOLUTION NO. 240220-47
2. Doe Run Plat 3 Final Plat

CITY OF BONDURANT
RESOLUTION NO. 240220-47

RESOLUTION REGARDING APPROVAL THE DOE RUN PLAT 3 FINAL PLAT, A
SUBDIVISION IN UNINCORPORATED POLK COUNTY WITHIN TWO MILES OF
BONDURANT'S CITY LIMITS

WHEREAS, Nilles Associates, Inc. submitted the Doe Run Plat 3 Final Plat; AND

WHEREAS the owner/developer is Mark A. Kruse; AND

WHEREAS this Doe Run Plat 3 Final Plat is described as follows:

THE WEST HALF OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 34, TOWNSHIP 80 NORTH, RANGE 22 WEST OF THE 5TH P.M., POLK COUNTY, IOWA; AND THAT PART OF THE SOUTHWEST QUARTER OF SAID NORTHWEST QUARTER OF SECTION 34; AND THAT PART OF THE NORTHWEST QUARTER OF SAID NORTHWEST QUARTER OF SECTION 34; AND OUTLOT "X" IN DOE RUN PLAT 1, AN OFFICIAL PLAT, LOCATED IN POLK COUNTY, IOWA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF SAID WEST HALF OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 34; THENCE SOUTH 89 DEGREES 57 MINUTES 17 SECONDS EAST, ALONG THE NORTH LINE OF SAID WEST HALF OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 34, A DISTANCE OF 655.50 FEET, TO THE EAST LINE OF SAID WEST HALF OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 34; THENCE SOUTH 00 DEGREES 06 MINUTES 13 SECONDS EAST, ALONG SAID EAST LINE OF THE WEST HALF OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 34, A DISTANCE OF 1308.98 FEET, TO THE SOUTH LINE OF SAID WEST HALF OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 34; THENCE NORTH 89 DEGREES 08 MINUTES 05 SECONDS WEST, ALONG SAID SOUTH LINE OF THE WEST HALF OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 34, A DISTANCE OF 590.37 FEET, TO THE SOUTHEASTERLY LINE OF SAID OUTLOT X, DOE RUN PLAT 1; THENCE SOUTH 54 DEGREES 25 MINUTES 02 SECONDS WEST, ALONG SAID SOUTHEASTERLY LINE OF OUTLOT X, DOE RUN PLAT 1, A DISTANCE OF 83.12 FEET, TO THE EAST LINE OF SAID SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 34; THENCE SOUTH 00 DEGREES 07 MINUTES 43 SECONDS EAST, ALONG SAID EAST LINE OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 34, A DISTANCE OF 681.36 DEET, TO THE CENTERLINE OF EXISTING NE 75TH AVENUE, AS SHOWN IN POLK COUNTY ROAD BOOK 3, PAGE 190; THENCE SOUTH 87 DEGREES 22 MINUTES 52 SECONDS WEST, ALONG SAID CENTERLINE OF EXISTING NE 75TH AVENUE, A DISTANCE OF 33.83 FEET; THENCE SOUTHWESTERLY 407.77 FEET ALONG A CURVE TO THE LEFT, TANGENT TO THE

LAST DESCRIBED LINE, ALOND SAID CENTERLINE OF EXISTING NE 75TH AVNEUE, HAVING A RADIUS OF 2967.00 FEET, A DELTA ANGLE OF 07 DEGREES 52 MINUTES 28 SECONDS AND A CHORD DISTANCE OF 407.45 FEET WHICH BEARS SOUTH 83 DEGREES 26 MINUTES 38 SECONDS WEST; THENCE SOUTHWESTERLY 538.01 FEET ALONG A REVERSE CURVE TO THE RIGHT, TANGENT TO THE LAST DESCRIBED CURVE, CONTINUING ALONG SAID CENTERLINE OF EXISTING NE 75TH AVENUE, HAVING A RADIUS OF 3033.00 FEET, A DELTA ANGLE OF 10 DEGREES 09 MINUTES 48 SECONDS AND A CHORD DISTANCE OF 537.30 FEET WHICH BEARS SOUTH 84 DEGREES 35 MINUTES 18 SECONDS WEST; THENCE SOUTH 89 DEGREES 40 MINUTES 12 SECONDS WEST, TANGENT TO THE LAST DESCRIBED CURVE, CONTINUING ALONG SAID CENTERLINE OF EXISTING NE 75TH AVENUE, A DISTANCE OF 345.53 FEET, TO THE WEST LINE OF SAID NORTHWEST QUARTER OF SECTION 34; THENCE NORTH 00 DEGREES 20 MINUTES 37 SECONDS WEST, ALONG SAID WEST LINE OF THE NORTHWEST QUARTER OF SECTION 34, A DISTANCE OF 814.68 FEET, TO THE SOUTH LINE OF DUNAGAN PLACE, AN OFFICIAL PLAT, LOCATED IN POLK COUNTY, IOWA; THENCE NORTH 89 DEGREES 17 MINUTES 32 SECONDS EAST, ALONG SAID SOUTH LINE OF DUNAGAN PLACE, A DISTANCE OF 19.90 FEET, TO THE EAST LINE OF SAID DUNAGAN PLACE; THENCE NORTH 00 DEGREES 06 MINUTES 20 SECONDS EAST, ALONG SAID, TO THE EAST LINE OF SAID DUNAGAN PLACE, A DISTANCE OF 1287.64 FEET, TO SAID NORTH LINE OF THE WEST HALF OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 34 AND THE POINT OF BEGINNING

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Bondurant, Iowa, hereby approves the submitted Doe Run Plat 3 Final Plat:

Passed this 20th day of February 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				

INDEX LEGEND

COUNTY: POLK COUNTY, IOWA CITY: ANKENY

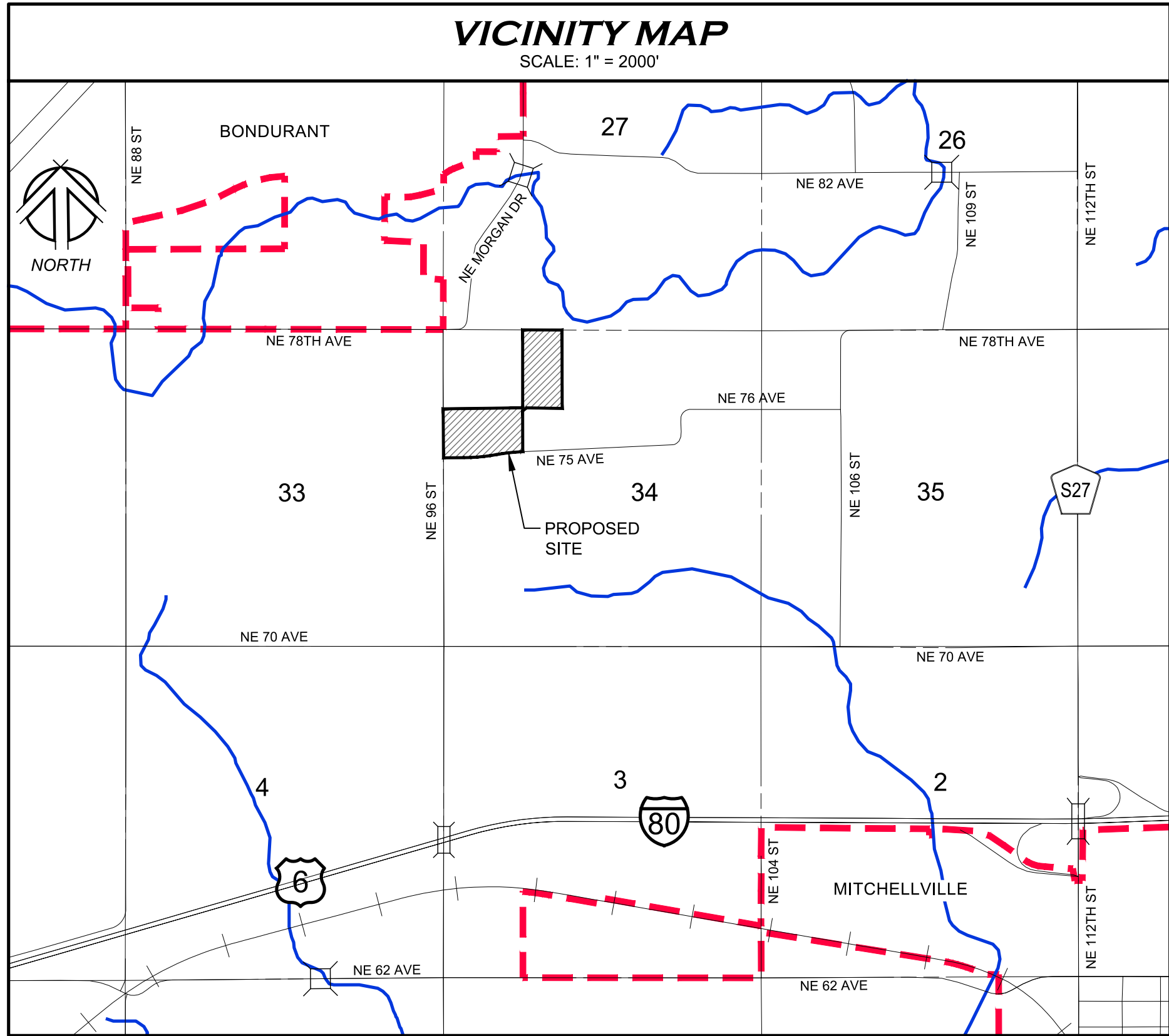
LOCATION: OUTLOT X, DOE RUN PLAT 1
NW 1/4 OF SECTION 34 -
TWP 80 NORTH - RGE 22 WEST

REQUESTED BY: MARK A KRUSE TRUST
& PROPRIETOR: C/O MARK A KRUSE
7825 NE MORGAN DR
BONDURANT, IA 50035-1073
PH: (515) 240-7956

SURVEYOR: ADAM D. SCHOEPPNER, PLS #26306

SURVEY COMPANY: NILLES ASSOCIATES, INC.

RETURN TO: ADAM D. SCHOEPPNER
NILLES ASSOCIATES, INC.
1933 SW MAGAZINE ROAD
ANKENY, IOWA 50023 PH: (515) 965-0123



ZONING

ER - Estate Residential District

Lot Size - 3 acres

Minimum Lot Width - 225 feet

Front Yard Setback - 75 feet

Rear Yard Setback - 75 feet

Side Yard Setback - 25 feet

BENCHMARK

1. Southwest corner of DOE RUN PLAT 1; Top of found mag nail.
Elevation = 982.23 feet (NAVD88)

LEGEND	
Existing / Proposed	Existing / Proposed
IR IP PCC ACC FL RCP CMP CPP PVC CIP P.U.E. A.E. S.W.F.E. S.T.M.F.E. O.F.E. G.E. I.E.E. L.E. R.T.E. S.W.E. S.S.E. S.T.S.E. V.T.E. W.E. B/B	Round iron rebar Round iron pipe Portland cement concrete Asphaltic cement concrete Pipe flowline elevation Reinforced concrete pipe Corrugated metal pipe Corrugated plastic pipe Polyvinyl chloride pipe Cast iron pipe Public utility easement Access easement Surface Water Flowage easement Storm Water Management Facility Easement Overland Flowage Easement Gas easement Ingress / Egress easement Landscape buffer easement Recreational trail easement Sidewalk easement Sanitary sewer easement Storm sewer easement Visibility triangle easement Water main easement Back of curb to back of curb Subject boundary line Section line Proposed boundary line Existing boundary line Future boundary line Proposed easement line Existing easement line Setback line Special Flood Hazard Area Zone AE line Flood Hazard Area Zone X line Edge of delineated wetland line Zoning boundary line Barbed wire fence line Chain-link fence line Edge of water Straw Wattle Silt fence Sanitary sewer & size Storm sewer & size Water main & size Gas main & size Overhead electric & wires Overhead communication Underground electric Underground television Underground communication Contour elevation
	Found monument 1/2" IR with yellow cap #5528 unless otherwise noted Found monument 1/2" IR with yellow cap #3321 unless otherwise noted Set monument 5/8" IR with blue cap #26306 unless otherwise noted Address Spot elevation Sanitary sewer manhole Cleanout Storm sewer manhole Storm sewer intake Storm sewer beehive Flared end section Fire hydrant assembly Water valve Water service shut-off Water main manhole Monitoring well Yard hydrant Well Gas meter Gas valve Air conditioning unit Electric manhole Electric meter Electric pedestal Electric transformer Utility hand hole Utility pole Utility pole with light Light pole Guy wire Traffic signal Traffic signal with light Traffic manhole Communication pedestal Telephone booth TV pedestal Billboard sign Street sign Down spout Tree shrub Deciduous tree and trunk diameter Coniferous tree and trunk diameter Swale flowline Edge of tree dripline Proposed construction fence SFHA Zone AE Floodway line SFHA Zone AE line Other Areas of Flood Hazard Zone X - 0.2% Annual Chance Flood Hazard

CERTIFICATIONS

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

Signature: _____ Date: _____
Name: Adam D. Schoeppner, P.L.S. No. 26306
My license renewal date is December 31, 2025
Pages or sheets covered by this seal: Sheets FP-1 & FP-2 only

GENERAL NOTES

- The west line of the Northwest Quarter of Section 34, Township 80 North, Range 22 West of the 5th P.M., Polk County, Iowa, is assumed to bear North 0° 20' 37" West.
- The property described in this survey lies within Zone "X" of the Flood Insurance Rate map identified as Community Panel Number 195153C0235F, bearing an effective date of February 1, 2019. Zone "X" is defined on the map as "areas determined to be outside the 500 year flood plain", unless otherwise noted.
- All mailboxes located in Polk County road right-of-way must be of breakaway design.
- Utility easements are dedicated for the use of any public utility.
- Post development runoff shall not adversely affect downstream drainage facilities or property owners.
- Any subsurface drainage facilities that are disturbed must be restored or rerouted by the individual property owner.
- It shall be the developer's responsibility to apply for and obtain any storm water discharge permits from the Iowa Department of Natural Resources if said permits are required of this project.
- Relocation of any entrance or utility to conform to the requirements of this plat will be at the developers expense.
- Individual property owners are responsible for the maintenance of drainage easements located on their lot.
- Any culverts to be used for crossing drainage easements must be designed by a licensed professional engineer.
- Service to utilities located on the opposite side of the roadway must be bored under the roadway at the lot owner's expense.
- Street Lot A shall be dedicated to Polk County for public roadway purposes to occur at time of final plat.
- Outlot "Z" shall be an unbuildable lot and ownership will be tied to Lot 2.
- Each lot will require an on-site wastewater disposal system as per 567 IAC Chapter 69.
- Lots 1 and 2 can access public water main along NE 96th Avenue.
- Any new entrances or modifications to existing entrances will require a Polk County Entrance Permit.
- Any work in the right-of-way other than for an entrance shall require a Polk County ROW Grant Permit.
- Plat is subject to woodland protection requirements as stipulated in Article 7, Division 4, Section 4 of the Polk County Zoning Ordinance. The plat contains 29.67 acres of mature woodlands requiring a minimum of 75% protection or 22.25 acres. The majority of this minimum protection area is accounted for by the woodlands on Outlot Z which shall remain undisturbed/undeveloped, and the remainder is accounted for by the drainage easements on Lots 1 and 2 which shall also remain undisturbed/undeveloped.
- Outlot Y frontage along NE 75th Avenue has an existing driveway that is utilized for accessing Outlot Z.
- Outlot Y is unbuildable until re-platted. If it is re-platted in the future, the owner/developer at that time must upsize the existing 2 ½" water main to a 6" water main to provide public water service to the property per DMWW requirements. This water main work would have to be completed as part of the plat improvements

SUBJECT PROPERTY LEGAL DESCRIPTION

The West Half of the Northeast Quarter of the Northwest Quarter of Section 34, Township 80 North, Range 22 West of the 5th P.M., Polk County, Iowa; AND that part of the Southwest Quarter of said Northwest Quarter of Section 34; AND that part of the Northwest Quarter of said Northwest Quarter of Section 34; AND Outlot "X" in DOE RUN PLAT 1, an official plat, located in Polk County, Iowa, being more particularly described as follows:

Beginning at the Northwest corner of said West Half of the Northeast Quarter of the Northwest Quarter of Section 34; thence South 89 degrees 57 minutes 17 seconds East, along the north line of said West Half of the Northeast Quarter of the Northwest Quarter of Section 34, a distance of 655.50 feet, to the east line of said West Half of the Northeast Quarter of the Northwest Quarter of Section 34; thence South 00 degrees 06 minutes 13 seconds East, along said east line of the West Half of the Northeast Quarter of the Northwest Quarter of Section 34, a distance of 1308.98 feet, to the south line of said West Half of the Northeast Quarter of the Northwest Quarter of Section 34; thence North 89 degrees 08 minutes 05 seconds West, along said south line of the West Half of the Northeast Quarter of the Northwest Quarter of Section 34, a distance of 590.37 feet, to the southeasterly line of said Outlot X, DOE RUN PLAT 1; thence South 54 degrees 25 minutes 02 seconds West, along said southeasterly line of Outlot X, DOE RUN PLAT 1, a distance of 83.12 feet, to the east line of said Southwest Quarter of the Northwest Quarter of Section 34; thence South 00 degrees 07 minutes 43 seconds East, along said east line of the Southwest Quarter of the Northwest Quarter of Section 34, a distance of 681.36 feet, to the centerline of existing NE 75th Avenue, as shown in Polk County Road Book 3, Page 190; thence South 87 degrees 22 minutes 52 seconds West, along said centerline of existing NE 75th Avenue, a distance of 33.83 feet; thence southwesterly 407.77 feet along a curve to the left, tangent to the last described line, along said centerline of existing NE 75th Avenue, having a radius of 2967.00 feet, a delta angle of 07 degrees 52 minutes 28 seconds and a chord distance of 407.45 feet which bears South 83 degrees 26 minutes 38 seconds West; thence southwesterly 538.01 feet along a reverse curve to the right, tangent to the last described curve, continuing along said centerline of existing NE 75th Avenue, having a radius of 3033.00 feet, a delta angle of 10 degrees 09 minutes 48 seconds and a chord distance of 537.30 feet which bears South 84 degrees 35 minutes 18 seconds West; thence South 89 degrees 40 minutes 12 seconds West, tangent to the last described curve, continuing along said centerline of existing NE 75th Avenue, a distance of 345.53 feet, to the west line of said Northwest Quarter of Section 34; thence North 00 degrees 20 minutes 37 seconds West, along said west line of the Northwest Quarter of Section 34, a distance of 814.68 feet, to the south line of DUNAGAN PLACE, an official plat, located in Polk County, Iowa; thence North 89 degrees 17 minutes 32 seconds East, along said south line of DUNAGAN PLACE, a distance of 1304.75 feet; thence North 50 degrees 38 minutes 33 seconds East, continuing along said south line of DUNAGAN PLACE, a distance of 19.90 feet, to the east line of said DUNAGAN PLACE; thence North 00 degrees 06 minutes 20 seconds East, along said, to the east line of said DUNAGAN PLACE, a distance of 1287.64 feet, to said north line of the West Half of the Northeast Quarter of the Northwest Quarter of Section 34 and the Point of Beginning.

Contains 43.62 acres more or less, including 1.60 acres of road right-of-way easement.

Said parcel is subject to any and all restrictions, covenants and easements of record.

1933 SW MAGAZINE ROAD
ANKENY, IOWA 50023-2555
(515) 965-0123 phone - (515) 965-3322 fax
Civil Engineering - Land Surveying
Landscape Architecture

NILLES ASSOCIATES

REVISIONS:

1)

2)

3)

4)

5)

6)

7)

NOTE: NILLES ASSOCIATES, INC. WAIVES ANY AND ALL LIABILITY FOR ANY ERRORS OR OMISSIONS WHICH MAY BE FOUND IN THIS PLAT. THE ENGINEER ASSUMES NO LIABILITY FOR THE ENGINEERING INTENT OF THIS PLAT, OR FOR ANY CONSEQUENCES THAT MAY RESULT FROM THE USE OF THIS PLAT. THE ENGINEER ASSUMES NO LIABILITY FOR OMISSIONS, INCONSISTENCIES, AMBIGUITIES, OR CONFLICTS WHICH ARE ALLEGED.

DOE RUN PLAT 3
ANKENY, IOWA

FINAL PLAT

PROJECT NAME

DESCRIPTION

NAI NO.: 23026

DATE: 01/22/2024

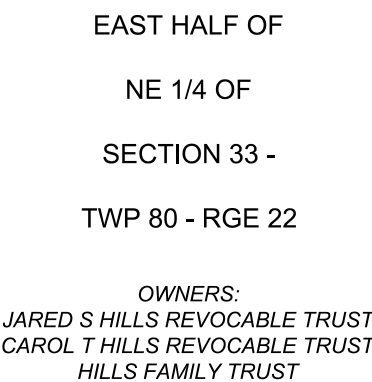
DRAWN BY: ADS

CHECKED BY: JPN

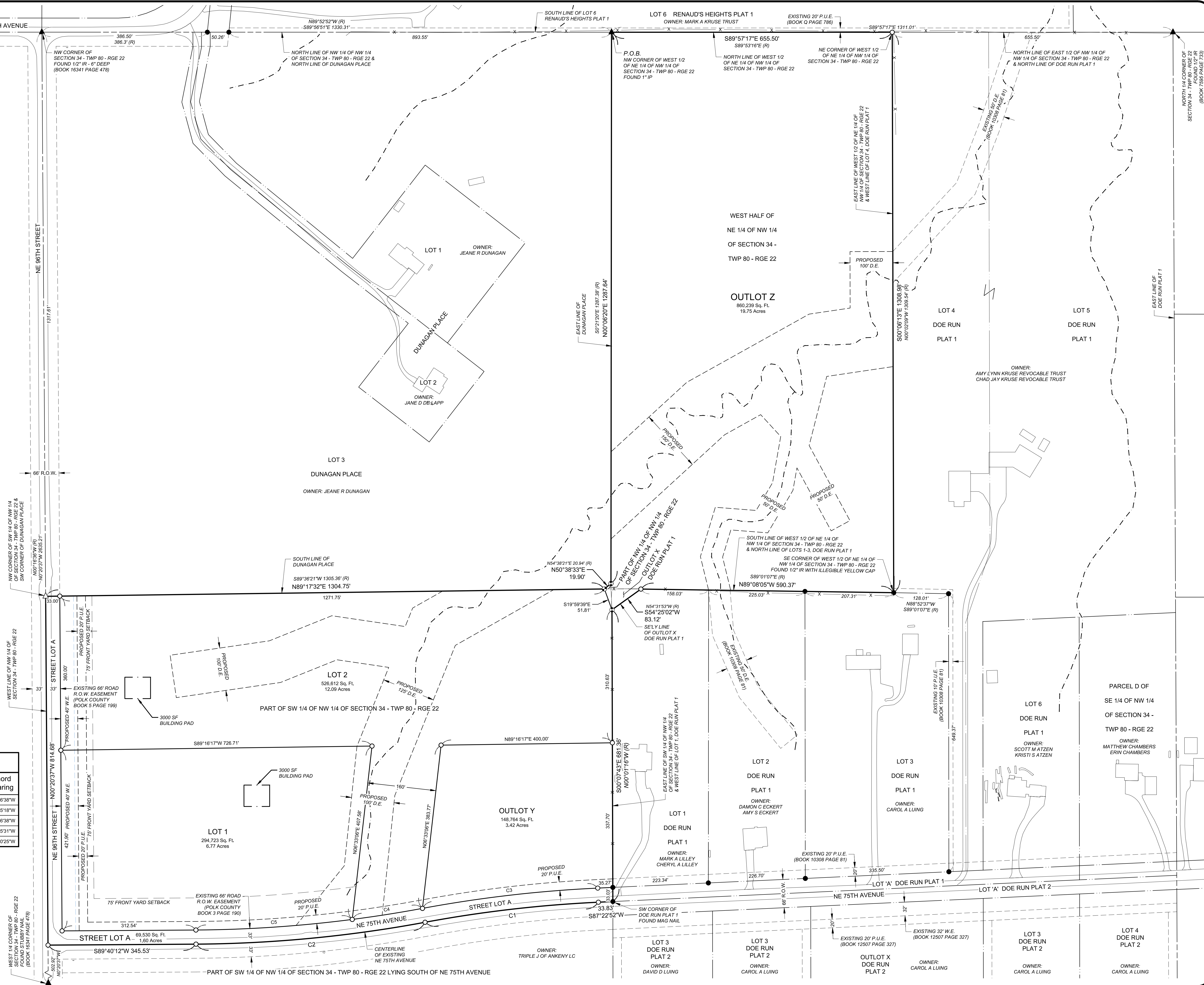
SHEET SIZE: 24" X 36"

SHEET TITLE: FP-1

SHEET NO.: 1/2



Curve #	Length	Radius	Delta	Chord Distance	Chord Bearing
C1	407.77	2967.00	7°52'28"	407.45	S83°26'38"W
C2	538.01	3033.00	10°09'48"	537.30	S84°35'18"W
C3	412.30	3000.00	7°52'28"	411.98	S83°26'38"W
C4	166.03	3000.00	3°10'15"	166.01	S81°05'31"W
C5	366.13	3000.00	6°59'33"	365.90	S86°10'25"W



WILLIS ASSOCIATES
1933 SW MAGAZINE ROAD
ANKENY, IOWA 50023-2555
(515) 965-0123 phone • (515) 965-3322 fax
Civil Engineering • Land Surveying
Landscape Architecture

REVISIONS:

TE, NILES ASSOCIATES, INC., WAIVES ANY
ALL RESPONSIBILITY AND LIABILITY FOR
PROBLEMS WHICH ARISE FROM FAILURE TO
OBTAIN AND/OR FOLLOW THE ENGINEERS'
DESIGN INSTRUCTIONS, SPECIFICATIONS,
OR CONFLICTS WHICH ARE ALLEGED.

RUN PLAT 3
 ANKENY, IOWA
 FINAL PLAT

PROJECT NAME:	
DESCRIPTION:	
NAI NO.:	23026
DATE:	01/22/2024
DRAWN BY:	ADS
CHECKED BY:	JPN
SHEET SIZE:	24" X 36"
SHEET TITLE:	FP-2
SHEET NO.:	2/2



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

Item No. 7.h.
For Meeting of 2/20/2024
Resolution

TITLE: - Resolution appointing a representative to the MIPA Board of Directors for CY24

CONTACT PERSON:
Shelby Hagan, City Clerk

BRIEF HISTORY & ANALYSIS: The City Council recently approved participation in the Mid-Iowa Planning Alliance Board, organized through the Des Moines Area Metropolitan Planning Organization. The DMAMPO has requested the City of Bondurant name its representative to the Board of Directors.

FUNDING SOURCE:

STAFF RECOMMENDATION:

APPROVED FOR SUBMITTAL:

ATTACHMENTS:

1. RESOLUTION NO. 240220-48

CITY OF BONDURANT
RESOLUTION NO. 240220-48

RESOLUTION APPOINTING A REPRESENTATIVE TO THE MIPA BOARD OF
DIRECTORS FOR CY24

WHEREAS, the Mid-Iowa Planning Alliance for Community Development requests the City of Bondurant to appoint a representative to serve on its Board of Directors for calendar year 2024; AND

WHEREAS, each member jurisdiction has one representative on the board; AND

WHEREAS, Marketa Oliver has agreed to the appointment as Board Representative,

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Bondurant, Iowa, that the appointment to the MIPA Board is hereby approved as presented.

Passed and adopted this 20th day of February 2024,

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				



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

Item No. 7.i.
For Meeting of 2/20/2024
Resolution

TITLE: - Resolution appointing Matt Farver to the Board of Adjustment

CONTACT PERSON:

Maggie Murray, Planning & Community Development Director

BRIEF HISTORY & ANALYSIS: The City of Bondurant has been actively seeking applications to the Board of Adjustment for several months now to fill the vacancy resulting in Ethan Pitt's resignation earlier this year. Matt Farver, resident of Bondurant, has expressed interest in joining the Board of Adjustment. He is the V.P. of a construction company and has resided in Bondurant for six years.

FUNDING SOURCE: NA

STAFF RECOMMENDATION: Staff's recommendation is to approve the appointment of Matt Farver to the Board of Adjustment.

APPROVED FOR SUBMITTAL:

ATTACHMENTS:

1. RESOLUTION NO. 240220-49
2. Matt Farver Application

CITY OF BONDURANT
RESOLUTION NO. 240220-49

RESOLUTION APPOINTING MATT FARVER TO THE BOARD OF ADJUSTMENT

WHEREAS, the Board of Adjustment is comprised of 5 members, appointed by the City Council; AND

WHEREAS the City is in receipt of Ethan Pitt's resignation from the Board of Adjustment; AND

WHEREAS, the City has received one applicant to fill the vacancy, AND

WHEREAS the current term of the newly appointed member will expire 12/31/2026, unless renewed; AND

WHEREAS, all members of the Board shall serve without compensation, except their actual expenses, which shall be subject to the approval of the Council.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Bondurant, Iowa, that the appointment of Matt Farver to the Board of Adjustment is hereby approved as presented.

Passed this 20th day of February 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				



APPLICATION TO SERVE ON A CITY BOARD OR COMMISSION

Name: Matt Farver
Address: 706 Pleasant St SE
Bondurant, IA 50035
Email: mattf@albaughllc.com

Occupation: VP of Construction
Phone (home): _____
Phone (business): (515) 313-6228
How long have you been a Bondurant resident? 6yrs

I am interested in serving the following Board/Commission(s):

- ☒ Board of Adjustment—5 year term
☐ Park & Recreation Board—3 year term
☐ Tree Board—4 year term

- ☐ Library Board of Trustees—6 year term
☐ Planning & Zoning Commission—5 year term

State law requires gender balance, please indicate your gender:

- ☒ Male
☐ Female

List boards/commissions you have served on in Bondurant or other community (include your dated of service): _____

None

Other Civic Activities: _____

Describe why you are interested in serving on the Board/Commission: I want to take an active role in the growth of our community.

What knowledge and experience do you have that will be helpful in serving on the Board/Commission: Extensive background in all aspects of Construction.

Other comments and/or information: _____

Signature: _____

Date: 8/15/2022

Please return by _____ to: City of Bondurant, Attn. Administration, PO Box 37, Bondurant, IA 50035 or via email to info@cityofbondurant.com

This application is considered a public record and will be kept on file for one year. If you are not chosen to serve on the Board/Commission for which you applied, would you consider being contacted to serve on another Board/Commission?

- ☒ Yes ☐ No

Which other board/commission(s) would you be interested in: _____



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

Item No. 7.j.
For Meeting of 2/20/2024
Resolution

TITLE: - Resolution approving pay request no.11 to KLC Construction LLC. for the 15th Street and NE 88th Street/32nd Street, SE and Jorie Way Water Main Project in the amount of \$16,890.05

CONTACT PERSON:

John Horton, Public Works Director

BRIEF HISTORY & ANALYSIS: Staff recommends the attached resolution to approve pay app #11 in the amount of \$16,890.05 related to the 15th Street and NE 88th Street/32nd St SE and Jorie Way Water Main Project.

This pay application has been reviewed by City Staff and Engineers from Veenstra & Kim for accuracy and is for work completed from December 23rd, 2023, thru February 10th, 2024. As a reminder this is the water main project that will serve the new Water tower once constructed.

FUNDING SOURCE: SRF Funding

STAFF RECOMMENDATION: Staff would recommend approval of the resolution.

APPROVED FOR SUBMITTAL:

ATTACHMENTS:

1. RESOLUTION NO. 240220-50
2. Pay Request No. 11

CITY OF BONDURANT
RESOLUTION NO. 240220-50

RESOLUTION APPROVING PAY REQUEST NO. 11 TO KLC CONSTRUCTION LLC.
FOR THE 15th STREET AND NE 88th STREET/32nd STREET, SE AND JORIE WAY
WATER MAIN PROJECT IN THE AMOUNT OF \$16,890.05

WHEREAS the 15th Street and NE 88th Street/32nd Street, SE and Jorie Way Water Main Project Pay Request No. 11 was submitted on February 12th, 2024; AND

WHEREAS the pay request no. 11 is for work completed from December 23rd, 2023 thru February 10th, 2024, on the 15th Street and NE 88th Street/32nd Street, SE, and Jorie Way Water Main Project; AND

WHEREAS, City Staff and engineers from Veenstra & Kimm, Inc. have reviewed the pay application for accuracy; AND

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Bondurant, Iowa, that the pay request no. 11 to KLC Construction LLC. in the amount of \$16,890.05 hereby approved.

Passed this 20th day of February 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				



VEENSTRA & KIMM INC.

3000 Westown Parkway
West Des Moines, Iowa 50266

515.225.8000 // 800.241.8000
www.v-k.net

February 12, 2024

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

BONDURANT, IOWA
15TH STREET SE & NE 88TH STREET WATER MAIN
32ND STREET SE & JORIE WAY WATER MAIN
PARTIAL PAYMENT ESTIMATE NO. 11

Enclosed is a copy of Partial Payment Estimate No. 11 for the 15th Street SE & NE 88th Street Water Main and 32nd Street SE & Jorie Way Water Main project under the contract between the City of Bondurant and KLC Construction, LLC. Partial Pay Estimate No. 11 is for the pay period ending February 10th and is in the amount of \$16,890.05.

Pay Estimate No. 11 withholds open cut installation for uncompleted compaction testing throughout the site. To-date, the writer estimates approximately 55% of the open cut pipe installed has not been compaction tested or has failed testing. This equates to approximately 10,760 LF of pipe requiring compaction testing. At the unit pricing for this quantity, the withheld payment in Pay Estimate No. 11 withholds 3.3% of bid item pricing for this quantity requiring compaction testing.

If you have any questions or comments concerning the project, please contact the writer at 515-669-7768.

VEENSTRA & KIMM, INC.

A handwritten signature in blue ink, appearing to read 'Callin Hornsby', is written over a faint, larger signature.

Callin Hornsby

CRH
428109
cc: Megan Loynachan – KLC Construction (electronic)

Date: February 12, 2024

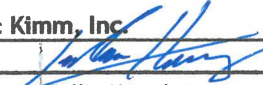
PAY ESTIMATE NO. 11

Project Title	15th Street SE & NE 88th Street Water Main 32nd Street SE & Jorie Way Water Main		Contractor	KLC Construction 2235 Payton Road Corydon, IA 50060
Original Contract Amount & Date	\$1,995,059.00	May 22, 2023	Pay Period	December 22, 2023 to February 10, 2024

BID ITEMS

[illegible]

[illegible]

SUMMARY				
			Contract Price	Value Completed
Original Contract Price			\$1,995,059.00	\$ 1,864,237.49
Approved Change Orders (list each)				
TOTAL ALL CHANGE ORDERS			\$ -00.	\$ -00.
Revised Contract Price			\$ 1,995,059.00	\$ 1,864,237.49
			Materials Stored	\$ -00.
Value of Completed Work and Materials Stored			\$	1,864,237.49
			Less Retained Percentage (5%)	\$ 93,211.87
			Net Amount Due This Estimate	\$ 1,771,025.62
Less Estimate(s) Previously Approved		No.1	\$ 237,508.32	
		No.2	\$ 52,527.10	
		No.3	\$ 57,887.93	
		No.4	\$ 129,750.79	
		No.5	\$ 272,325.07	
		No.6	\$ 211,010.20	
		No. 7	\$ 229,185.60	
		No. 8	\$ 200,265.70	
		No. 9	\$ 191,301.50	
		No. 10	\$ 172,373.36	
		No. 11		
		No. 12		
Less Total Pay Estimates Previously Approved			\$	1,754,135.57
			Amount Due This Estimate	\$ 16,890.05
The amount \$ 16,890.05 is recommended for approval for payment in accordance with the terms of the contract.				
Quantities Complete Submitted By:		Recommended By:		Approved By:
KLC Construction, LLC		Veenstra & Kimm, Inc		City of Bondurant
Signature: 		Signature: 		Signature:
Name: Megan Layhach		Name: Callin Hornsby		Name:
Title: Owner / Manager		Title: Project Manager		Title:
Date: 2-12-24		Date: 2/12/2024		Date:



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

Item No. 7.k.
For Meeting of 2/20/2024
Resolution

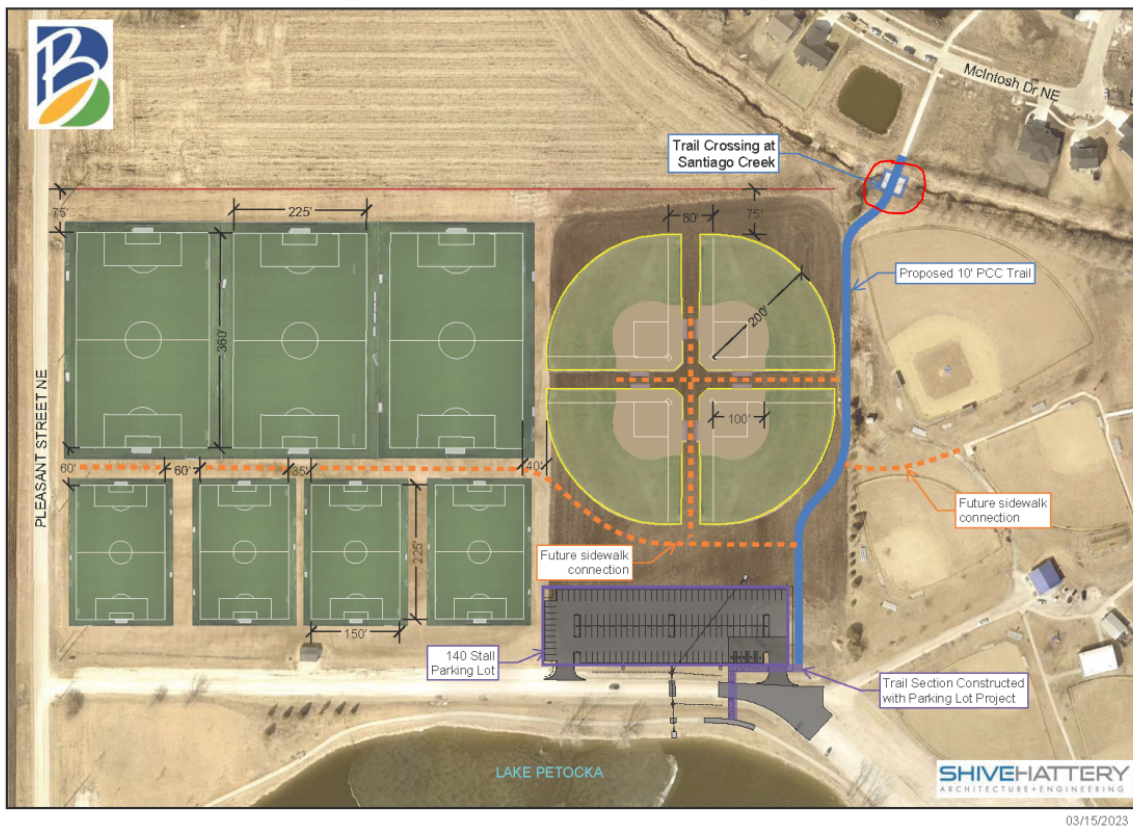
TITLE: - Resolution accepting a Perpetual Storm Sewer Easement on land owned by the Park Side Master Owners Association, Inc. to allow the City of Bondurant to construct the Park Side to BRSC Trail project

CONTACT PERSON:

Maggie Murray, Planning & Community Development Director

BRIEF HISTORY & ANALYSIS: The attached resolution accepts a Perpetual Storm Sewer Easement on land owned by the Park Side Master Owners Association, Inc. to allow for the City of Bondurant to construct the proposed Park Side to BRSC trail connection over Santiago Creek. It is anticipated that construction will begin within the coming months. The area circled in red below represents the approximate Perpetual Storm Sewer Easement area. The Park Side to BRSC trail connection will link the Park Side and Featherstone neighborhoods to the BRSC, Lake Petocka, regional Chichaqua Valley Trail areas. Implementation of the proposed Park Side to BRSC trail connection project is consistent with Action Item 19A of the Building Bondurant Comprehensive Plan, which reads: Continue to activate and expand access to Lake Petocka for recreation and educational uses.

BONDURANT RECREATIONAL SPORTS COMPLEX
Parking Lot and Park Side Trail Improvement Project Limits



FUNDING SOURCE: None to accept easement

STAFF RECOMMENDATION: Approve resolution on a roll call vote.

APPROVED FOR SUBMITTAL:

ATTACHMENTS:

1. RESOLUTION NO. 240220-51
2. Signed Easement, Updated

CITY OF BONDURANT
RESOLUTION NO. 240220-51

RESOLUTION ACCEPTING A PERPETUAL STORM SEWER EASEMENT ON LAND
OWNED BY THE PARK SIDE MASTER OWNERS ASSOCIATION, INC. TO ALLOW
THE CITY OF BONDURANT TO CONSTRUCT THE PARK SIDE TO BRSC TRAIL
PROJECT

WHEREAS Action Item 19A of the Building Bondurant Comprehensive Plan identifies the need to establish a trail connection from the Park Side/Featherstone neighborhood south to connect into the BRSC/Lake Petocka area; AND

WHEREAS Shive-Hattery Inc. has been hired by the City of Bondurant to design the proposed Park Side to BRSC trail connection project; AND

WHEREAS a Perpetual Storm Sewer Easement for the purposes of constructing a culvert and trail on land owned by the Park Side Master Owners Association, Inc. over Santiago Creek is necessary to complete construction of the BRSC to Park Side trail project; AND

WHEREAS, the Park Side Master Owners Association, Inc. has signed this Perpetual Storm Sewer Easement; AND

WHEREAS approval of this resolution authorizes the City of Bondurant to move forward with recording the Perpetual Storm Sewer Easement.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Bondurant, Iowa, that the Perpetual Storm Sewer Easement on land owned by the Park Side Master Owners Association, Inc. is hereby approved.

Passed this 20th day of February 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				

Easement No. 1

PERPETUAL STORM SEWER EASEMENT

KNOW ALL MEN BY THESE PRESENT: That we, the undersigned, Park Side Master Owners Association, Inc., (hereinafter referred to as "Grantor(s)"), in consideration of \$1.00 in hand paid by the CITY OF BONDURANT, IOWA, the receipt of which is hereby acknowledged do hereby sell, grant and convey unto the City of Bondurant, Iowa, a municipal corporation, in the County of Polk, State of Iowa, an easement under, through and across the following described real estate:

See attached Exhibit "A" (EP-01)

That Said easement is granted unto the City of Bondurant, Iowa, for the purpose of the construction, installation and maintenance of the following described public improvement:

Culvert and Trail

In connection herewith it is specifically agreed that by this easement, the City of Bondurant shall have the right to enter upon said premises as shall be necessary to construct, reconstruct, inspect, repair, operate and maintain and service any and all of said improvements and all appurtenances thereto, together with the right to use and operate said improvements as it deems necessary.

The said municipal corporation shall restore said described land to a satisfactory condition after construction and/or maintenance in substantially the same condition as prior to entry.

It is further agreed that no permanent improvement shall be built or placed upon the above described easement, and that if such improvements are built or constructed, in violation of this easement, the City of Bondurant shall in no way be responsible for any damages thereto resulting from the construction, reconstruction, maintenance or repair of the aforesaid improvements.

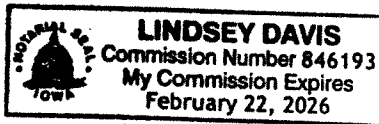
That the grantors do hereby covenant with the said grantee, and successors in interest, that said grantors hold said real estate by title and fee simple; that they have good and lawful authority to sell and convey the same; that said premises are free and clear of all liens and encumbrances whatsoever except as may be herein above stated; that said grantors covenant to warrant and defend the said premises against the lawful claims of all persons whomsoever, except as may be above stated.

November 3, 2023

Each of the undersigned hereby relinquishes all rights of dower, homestead and distributive share, if any, in and to the interests conveyed by this Easement.

Words phrases herein including acknowledgment hereof shall be construed as in the singular or plural number, and as masculine or feminine gender, according to the context.

Signed this 13 day of February, 2024.



[Signature]
Park Side Master Owners Association, Inc
John Larson manager
Person and Title

Acknowledgment

STATE OF Iowa)
)SS.
COUNTY OF Polk)

On the 12 day of February, 2024, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared John Larson to me known, who, being by me duly sworn, did say that that person is manager of the corporation executing the foregoing instrument, that (no seal has been procured by) (the seal affixed thereto is the seal of) the corporation; that said instrument was signed (and sealed) on behalf of the corporation by authority of this Board of Directors; that John Larson acknowledged the execution of the instrument to be the voluntary act and deed of the corporation, by it and by the voluntary act and deed of the corporation, by it and by him voluntarily executed.

By: [Signature]
Notary Public in and for the state of Iowa
My commission expires Feb, 22, 2026

Index Legend	
City:	BONDURANT
County:	POLK COUNTY
Geoparcial ID:	8022-29-326-010
Description:	OUTLOT X PARK SIDE PLAT 2
Proprietor:	PARK SIDE MASTER OWNERS ASSOCIATION, INC
Surveyor:	MURRAY B. BERTING
Company:	SHIVE-HATTERY INC
Return To:	4125 WESTOWN PARKWAY, SUITE 100 WEST DES MOINES, IA 50266, 515-223-8104

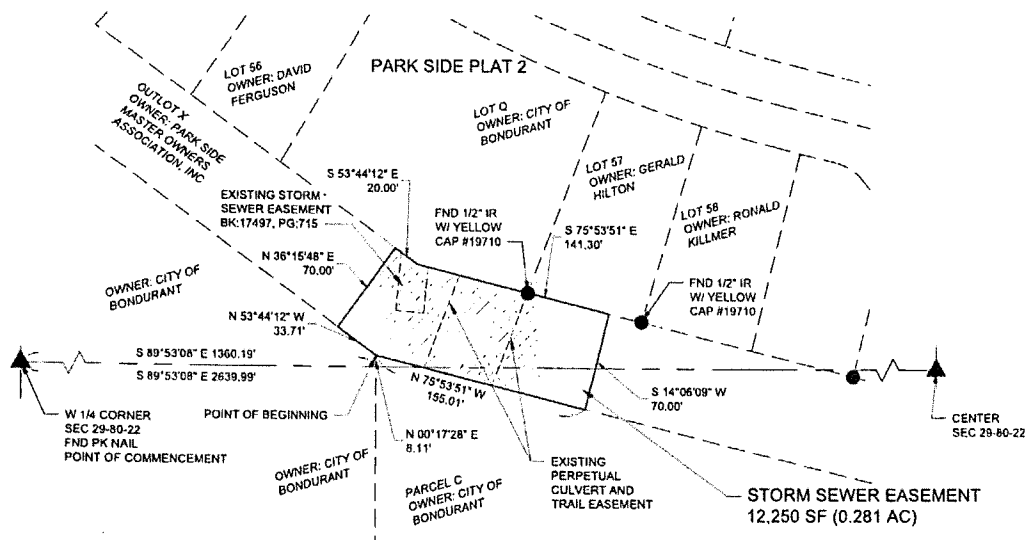
STORM SEWER EASEMENT EXHIBIT A

LEGAL DESCRIPTION:

A STORM SEWER EASEMENT LOCATED IN OUTLOT X, PARK SIDE PLAT 2 (BK:17497, PG:659), AN OFFICIAL PLAT, NOW IN AND FORMING A PART OF THE CITY OF BONDURANT, POLK COUNTY, IOWA MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE WEST 1/4 CORNER OF SECTION 29, TOWNSHIP 80 NORTH, RANGE 22 WEST OF THE 5TH P.M.;
THENCE ALONG THE SOUTH LINE OF THE NORTHWEST 1/4 OF SAID SECTION 29 SOUTH 89°53'08" EAST, A DISTANCE OF 1360.19 FEET;
THENCE NORTH 00°17'28" EAST, A DISTANCE OF 8.11 FEET TO THE POINT OF BEGINNING;
THENCE NORTH 53°44'12" WEST, A DISTANCE OF 33.71 FEET;
THENCE NORTH 36°15'48" EAST, A DISTANCE OF 70.00 FEET;
THENCE SOUTH 53°44'12" EAST, A DISTANCE OF 20.00 FEET;
THENCE SOUTH 75°53'51" EAST, A DISTANCE OF 141.30 FEET;
THENCE SOUTH 14°06'09" WEST, A DISTANCE OF 70.00 FEET;
THENCE NORTH 75°53'51" WEST, A DISTANCE OF 155.01 FEET TO THE POINT OF BEGINNING.

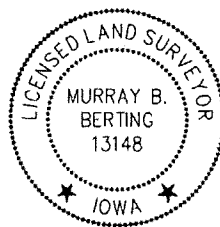
CONTAINING 12,250 SF (0.281 ACRES) MORE OR LESS.



ONLY THESE COPIES OF THIS DOCUMENT SIGNED AND DATED IN CONTRASTING INK COLOR ARE TO BE CONSIDERED CERTIFIED OFFICIAL COPIES PER IOWA ADMINISTRATION CODE 193C-6.1(5)

LEGEND

- MONUMENT FOUND AS NOTED
- (M) MEASURED
- (R) PREVIOUSLY RECORDED
- (P) PREVIOUSLY PLATTED
- SECTION LINE
- EXISTING LOT LINE
- PROPOSED EASEMENT AREA



I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED AND THE RELATED SURVEY WORK WAS PERFORMED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF IOWA.

SIGNATURE: *Murray B. Berting*
NAME: MURRAY B. BERTING
DATE: 08/25/2023 LICENSE NUMBER: 13148
MY LICENSE RENEWAL DATE IS: DECEMBER 31, 2024
PAGES, SHEETS OR DIVISIONS COVERED BY THIS SEAL: EP-01

SHIVE-HATTERY
ARCHITECTURE + ENGINEERING

4125 WESTOWN PKWY, SUITE 100
WEST DES MOINES, IOWA 50266
515.223.8104 | SHIVE-HATTERY.COM

STORM SEWER EASEMENT

OUTLOT X, PARK SDE PLAT 2
BONDURANT, POLK COUNTY, IOWA

DATE: 08/25/2023 SCALE: 1" = 100'
DRAWN BY: CWH FIELD BOOK
APPROVED BY: MBB REVISION

PROJECT NO.
2142301580

EASEMENT

EP-01

File Path: \\us-shive-hattery.com\data\Projects\2142301580\Deliverables\Drawings\Survey\EP-B-1-Storm.dwg



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

Item No. 7.I.
For Meeting of 2/20/2024
Resolution

TITLE: - Resolution of endorsement for the City of Bondurant approving and authorizing the application for a Department of Transportation RAISE Discretionary Grant for funding assistance to be used for the development of Grant Street South Realignment/Central District Stormwater Improvements

CONTACT PERSON:

Maggie Murray, Planning & Community Development Director

BRIEF HISTORY & ANALYSIS: On February 5, 2024 the Bondurant City Council approved a resolution of endorsement for the City of Bondurant approving and authorizing the application for a Department of Transportation RAISE Discretionary Grant for funding to be used for the development of Grant Street South Realignment/Central District Stormwater Improvements. The agenda statement/resolution included as part of this February 20, 2024 agenda packet has been updated to reflect the anticipated escalation of the cost of construction should the project be constructed in 2027/2028.

The attached resolution endorses the City of Bondurant's application to the U.S. Department of Transportation's Rebuilding American Infrastructure and Equity (RAISE) Discretionary Grant program. The RAISE Program helps communities around the country carry out projects with significant local or regional impact. The City's RAISE application is currently being drafted by Shive-Hattery and will note that the City anticipates constructing the proposed improvements in 2027 and 2028. Shive-Hattery was hired by the City Council in May of 2023 to design the Grant Street South Realignment/Central District Stormwater Improvements project and a component of their services includes identifying and submitting grant applications to various funding sources. The City's RAISE application notes the total anticipated cost to construct the Grant Street South realignment/Central District Stormwater Improvements project is \$32.5 million. The City will be requesting \$25 million in grant funds through the RAISE Program.

Implementation of the Grant Street South Realignment/Central District Stormwater Improvements project is consistent with the 2022-adopted Central District Stormwater Improvements Master Plan. The 2022 Building Bondurant Comprehensive Plan called for the need to adopt the Central District Stormwater Improvements Master Plan.

FUNDING SOURCE: N/A to submit application

STAFF RECOMMENDATION: Approve resolution on a roll call vote.

APPROVED FOR SUBMITTAL:

ATTACHMENTS:

1. RESOLUTION NO. 240220-52

CITY OF BONDURANT
RESOLUTION NO. 240220-52

RESOLUTION OF ENDORSEMENT FOR THE CITY OF BONDURANT
APPROVING AND AUTHORIZING THE APPLICATION FOR A
DEPARTMENT OF TRANSPORTATION RAISE DISCRETIONARY GRANT FOR
FUNDING ASSISTANCE TO BE USED FOR THE DEVELOPMENT OF GRANT
STREET SOUTH REALIGNMENT/CENTRAL DISTRICT STORMWATER
IMPROVEMENTS

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

WHEREAS the United States Department of Transportation (DOT) has formally announced the Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Transportation Discretionary Grants program; **AND,**

WHEREAS the Infrastructure Investment and Jobs Act has made available \$1.5 Billion for FY 2024 National Infrastructure Investments, otherwise known as RAISE grants; **AND,**

WHEREAS the Grant Street South Realignment/Central District Stormwater Improvements Project is a surface transportation project that satisfies many of the selection criteria identified in the grant, including located in a rural area, safety benefits, environmental sustainability, quality of life, mobility and community connectivity, economic competitiveness and opportunity, state of good repair, partnership and collaboration, innovation, and demonstrated project readiness; **AND,**

WHEREAS the total project construction cost is estimated to be \$32.5 million, with the RAISE grant application amount of \$25 million, and a combined \$1.75 million in secured federal funds, and the remaining \$5.75 million budgeted through local funding; **AND,**

WHEREAS preliminary design of the Grant Street South Realignment/Central District Stormwater Improvements project is underway for anticipated construction in 2027/2028 if the grant is awarded; **AND,**

WHEREAS that the Bondurant City Council endorse and authorize the Grant Street South Realignment/Central District Stormwater Improvements Project for the Department of Transportation National Infrastructure Investments, also known as RAISE Transportation Discretionary Grants.

NOW THEREFORE BE IT RESOLVED by the Bondurant City Council, that the City Administrator or their designee is authorized to submit the above-described grant application in the amount of \$25 million on behalf of the City of Bondurant to the United States Department of Transportation.

BE IT FURTHER RESOLVED that the Bondurant City Council, that the Mayor and City Clerk are hereby authorized and directed to execute said application and required certifications for and on behalf of the City of Bondurant, Iowa.

Passed and approved by the City Council of the City of Bondurant, Iowa, this 20th day of February 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.

By:

Shelby Hagan, City Clerk

Name	Yay	Nay	Abstain	Absent
Cox				
Driscoll				
McKenzie				
Peffer				
Sillanpaa				



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

Item No. 7.m.
For Meeting of 2/20/2024
Resolution

TITLE: - Resolution of endorsement for the Bondurant-Farrar Community School District's application to the Prairie Meadows Youth Sports and Recreational Grant Program for funding to assist with constructing tennis/pickleball courts

CONTACT PERSON:

Maggie Murray, Planning & Community Development Director

BRIEF HISTORY & ANALYSIS: The attached resolution endorses the Bondurant-Farrar Community School District's application to the Prairie Meadows Youth Sports and Recreational Grants Program for funding to assist with constructing tennis/pickleball courts here in Bondurant. The School District will be requesting \$50,000 from Prairie Meadows. The cost associated with constructing these courts will be shared between the City and the School District. The exact location and number of courts proposed has not yet been finalized, but it is anticipated these courts will be located somewhere in the area School District's north High School/Junior High campus. Implementation of this project is consistent with Policy 19E of the Building Bondurant Comprehensive Plan, which reads: Continue to evaluate options to partner with the School District on shared facilities.

The City recently bonded to fund sports courts to be built jointly with the School District. The City and School will need to craft a 28E at some point in the future addressing construction and operation of the sports courts.

FUNDING SOURCE: N/A to submit application

STAFF RECOMMENDATION: Approve resolution on a roll call vote.

APPROVED FOR SUBMITTAL:

ATTACHMENTS:

1. RESOLUTION NO. 240220-53

CITY OF BONDURANT
RESOLUTION NO. 240220-53

RESOLUTION OF ENDORSEMENT FOR THE BONDURANT-FARRAR COMMUNITY
SCHOOL DISTRICT'S APPLICATION TO THE PRAIRIE MEADOWS YOUTH SPORTS
AND RECREATIONAL GRANT PROGRAM FOR FUNDING TO ASSIST WITH
CONSTRUCTING TENNIS/PICKLEBALL COURTS

WHEREAS there is a need to have tennis/pickleball courts constructed in Bondurant, as no such recreational amenity currently exists within the community; AND

WHEREAS, to help move this project along, the City of Bondurant and the School District will partner together to share in project construction costs; AND

WHEREAS implementation of this tennis/pickleball courts project is consistent with Policy 19E of the Building Bondurant Comprehensive Plan, which reads: Continue to evaluate options to partner with the School District on shared facilities; AND

WHEREAS the City of Bondurant is appreciative of the Bondurant-Farrar Community School District's opportunity to apply for funds through the Prairie Meadows Youth Sports and Recreational Grant Program in the amount of \$50,000.

NOW, THEREFORE, BE IT RESOLVED, that the Bondurant City Council endorses the Bondurant-Farrar Community School District's Youth Sports and Recreational Grant Program application for funding to assist with implementing the tennis/pickleball courts project in Bondurant.

Passed and approved by the City Council of the City of Bondurant, Iowa, this 20th day of February.

Passed this 20th day of February 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				



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

Item No. 7.n.
For Meeting of 2/20/2024
Resolution

TITLE: - Resolution appointing Travis Appelgate to the Library Board of Trustees

CONTACT PERSON:

Jill Sanders, Library Director

BRIEF HISTORY & ANALYSIS: The Library interviewed Travis Appelgate at its February 7, 2024 Board meeting and recommends appointment.

FUNDING SOURCE: NA

STAFF RECOMMENDATION: Approve resolution on a roll call vote.

APPROVED FOR SUBMITTAL:

ATTACHMENTS:

1. RESOLUTION NO. 240220-54

CITY OF BONDURANT
RESOLUTION NO. 240220-54

RESOLUTION APPOINTING TRAVIS APPELGATE TO THE LIBRARY BOARD OF
TRUSTEES

WHEREAS the Board of Trustees consists of six (6) resident members and one (1) nonresident member; AND

WHEREAS all resident members are to be appointed by the mayor with the approval of the Council; AND

WHEREAS the current Board of Trustees recommends the City Council to appoint Travis Appelgate to the Bondurant Community Library's Board of Trustees,

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Bondurant, Iowa, that the appointment to the Library Board of Trustees is hereby approved as presented.

Passed this 20th day of February 2024,

By: _____
Doug Elrod, Mayor

ATTEST: I, Shelby Hagan, City Clerk, City 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				



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

Item No. 7.o.
For Meeting of 2/20/2024
Resolution

TITLE: - Resolution awarding bid for the City Hall Roof Replacement Project to JB Roofing in the amount of \$39,962.00

CONTACT PERSON:

John Horton, Public Works Director

BRIEF HISTORY & ANALYSIS: Public works staff received three quotes to replace the roof on the oldest part of City Hall that was originally constructed in 1992. There are several leaks that staff have attempted to repair, but the roofing membrane is beyond the expected life expectancy of the material and is in need of replacement.

The bid is to include removal of old material, installing a new 60 mil membrane, remove and replacing parapet cap and roof drain covers, disposing of old materials. Below is the Bid Tab showing bids received.

Bid Tab for City Hall Roof Replacement Project

Bidder	Bid Price
Duerson Corporation	\$56,664.00
Hawkeye Flat Roof	\$39,880.00
JB Roofing	\$39,962.00

Staff recommend awarding the project to JB Roofing. Pursuant to our purchasing policy, the quote is virtually the same as the next lowest quote and JB Roofing is a member of the Bondurant Chamber of Commerce.

FUNDING SOURCE: Building Repair Funds

STAFF RECOMMENDATION: Approve resolution on a roll call vote.

APPROVED FOR SUBMITTAL:

ATTACHMENTS:

1. RESOLUTION NO. 240220-55
2. JB roofing Quote Dec 2023

CITY OF BONDURANT
RESOLUTION NO. 240220-55

RESOLUTION AWARDING THE CONTRACT FOR REPLACEMENT OF THE ROOF
ON CITY HALL TO JB ROOFING IN THE AMOUNT OF \$39,962.00

WHEREAS, in January of 2024, the City of Bondurant received the proposals for replacement of the roof on City Hall; AND

WHEREAS the City of Bondurant accepts the proposal of the work as follows:

The bid is to include removal of old material, installing a new 60 mil membrane, remove and replace parapet cap and roof drain covers. dispose of old materials.

WHEREAS the City Council approves the contract for roof replacement on Bondurant City Hall to JB Roofing; AND

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Bondurant, Iowa, that the Roof Replacement on Bondurant City Hall Project is awarded to JB Roofing in the amount of \$39,962.00.

Passed this 20th day of February 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				

Estimate #25524

**Billing Address**

Bondurant City Hall
200 2nd Street Northeast
Bondurant IA 50035 United
States
jhorton@cityofbondurant.co..
+1 515 689 2498

Contact: John Horton
+15156892498

Service Address

Bondurant City Hall
200 2nd Street Northeast
Bondurant IA 50035 United
States
jhorton@cityofbondurant.co..
+1 515 689 2498

Contact: John Horton
+15156892498

Send Payment To

JB Roofing
1410 SE Cortina Dr #108
Ankeny IA 50021
515-554-1964
office@jbroofingiowa.com

Estimate Date	12/06/23
Sent On	12/18/23
Total	\$39,962.00
Payments	\$0.00
Balance	\$39,962.00

Charges

Item	Description	Unit Cost	Tax	Quantity	Line Total
Rubber roof	Old Ballast Section Only: Rake the rocks aside. Remove the existing parapet cap and set aside. Remove the old rubber roofing and dispose of it. Install new 60 mil rubber roofing and rake the rocks back onto it. Reuse and install the parapet cap.	\$689.00	×	58.0	\$39,962.00
Subtotal					\$39,962.00
Tax					\$0.00
Total					\$39,962.00

Notes

Terms

Due upon completion of job.

1.5% interest per month will be added after 15 days.

Please note that payment by credit/debit card will incur an additional 3% service fee that needs to be added prior to payment.

Please contact us at 515-554-1964 or office@jbroofingiowa.com if you wish to pay with a credit/debit card.



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

Item No. 7.p.
For Meeting of 2/20/2024
Resolution

TITLE: - Resolution approving the Impact Community Action Partnership, Inc. General Services Agreement

CONTACT PERSON:

Marketa Oliver, City Administrator

BRIEF HISTORY & ANALYSIS: IMPACT Community Action Partnership seeks to collaborate with the City this year to assist families in Bondurant who need essential services. In fiscal year 2023, IMPACT assisted residents of Bondurant with essential needs as follows:

- 318 total individuals in Bondurant were served
- 157 children and teens in Bondurant were served
- 111 families in Bondurant were served
- 771 specific services were provided to residents of Bondurant

According to the US Census Bureau, approximately 835 Bondurant residents have an income below 185% of the Federal Poverty Line. In addition to the direct assistance IMPACT provides, IMPACT invests approximately \$125.90 per individual to be able to provide services. Last year, this non-direct assistance investment was an estimated \$40,036.40 to assist Bondurant residents with basic needs. IMPACT respectfully requests \$2,000 from the City of Bondurant to engage in their partnership this year.

FUNDING SOURCE:

STAFF RECOMMENDATION: Approve resolution on a roll call vote.

APPROVED FOR SUBMITTAL:

ATTACHMENTS:

1. RESOLUTION NO. 240220-61
2. Bondurant - 2024 IMPACT Letter
3. Bondurant-IMPACT General Services Agreement FY24 - FY28

CITY OF BONDURANT
RESOLUTION NO. 240220-61

RESOLUTION APPROVING THE IMPACT COMMUNITY ACTION PARTNERSHIP,
INC. GENERAL SERVICES AGREEMENT

WHEREAS the agreement is between the City of Bondurant and the Impact Community Action Partnership, Inc.; AND

WHEREAS the City supports the Impact Community Action Partnership, Inc.'s efforts in reducing the barriers and burdens that our residents in poverty experience; AND

WHEREAS the City is interested in providing financial support to this work to ensure resources are available; and

WHEREAS Impact Community Action Partnership, Inc. is the designated Community Action Agency for the Bondurant area tasked with providing said services; and

WHEREAS Impact Community Action Partnership, Inc. shall provide the services outlined in the Agreement for a period extending from July 1, 2023, through the end of the month June 2028; AND

WHEREAS, Impact Community Action Partnership, Inc. shall be paid for the described services as follows:

- \$2,000 annually, billed in February of each year

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Bondurant, Iowa, that the Impact Community Action Partnership, Inc. General Services Agreement, is hereby approved as presented.

Passed this 20th day of February 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				

January 30, 2024

Shelby Hagan, City Clerk
City of Bondurant
Bondurant City Hall
200 2nd St NE
Bondurant, IA 50035
shagan@cityofbondurant.com



Dear Shelby Hagan,

Your partnership in serving the people of Bondurant will be greatly appreciated! In fiscal year 2023 IMPACT assisted residents of Bondurant with essential needs as follows:

- 318 total individuals in Bondurant were served
- 157 children and teens in Bondurant were served
- 111 families in Bondurant were served
- 771 specific services were provided to residents of Bondurant

IMPACT Community Action Partnership seeks to collaborate with you this year to assist families in Bondurant who are in need of essential services. Our services are based on family-need and include:

- Housing (rent and mortgage assistance)
- Energy (heat, weatherization and air conditioning assistance)
- Health (food and hygiene products assistance)
- Other Needs (water, extracurricular fees, one-time car repair or other family needs)

We are proud of the work we have done, and with your help this fiscal year we hope to be able to do more! As mentioned above, last year we served 318 Bondurant residents, but according to the US Census Bureau there are approximately 835 Bondurant residents with an income below 185% of the Federal Poverty Line. **That means there are *at least* 517 Bondurant residents who could benefit from our services that we did not reach last year!** Attached to this letter you will find additional demographic data about who we've served in Bondurant, which helps us in determining where to focus to improve our outreach.

In addition to the direct assistance IMPACT provides, IMPACT invests approximately \$125.90 per individual to be able to provide services (staff costs, occupancy costs, etc). Last year this non-direct assistance investment was an estimated \$40,036.40 to assist Bondurant residents with basic needs. **We respectfully request \$2,000 from the City of Bondurant to engage with us in this partnership this year.** By providing this investment, Bondurant will join 14 other cities who support IMPACT's work assisting community residents facing challenges meeting their essential needs.

In 2021 the State Auditor issued guidance that local governments should require a contract for any contributions to non-profit organizations. As such, we are seeking a contractual agreement, not a donation. This means if Bondurant is in the future audited by the state of Iowa, our partnership will be in accordance with the law. We have enclosed a sample contract you may use if you like. However, this is completely up to you and we will gladly use whatever best suits your needs whether that is this contract with modifications, a completely different contract, or no contract at all.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Anne Bacon".

Anne Bacon, CEO

P.S. If you have questions, please feel free to reach out to my colleague, Brandon Pollard, our Grant & Donor Management Coordinator, by emailing bpollard@impactcap.org or by calling his direct line at 515-274-1343.



City of Bondurant

Client Characteristics Report

Fiscal Year 2023 (October 1, 2022 – September 30, 2023)

Individual and Household Counts	
111	# Total households served
318	# Total individuals served
Individual Demographics	
39	Age 0-5
74	Age 6-13
44	Age 14-17
21	Age 18-24
75	Age 25-44
23	Age 45-54
11	Age 55-59
8	Age 60-64
18	Age 65-74
5	Age 75+
18	# Total individuals with a disabling condition served
4	# Veterans and active military served
Household Housing Status	
66	# of renter households served
42	# of home owner households served
1	# of households in other permanent housing served
0	# of households experiencing homelessness served
2	# of households in other housing situations served
Households by Income Level (% of Federal Poverty Line)	
32	Up to 50% (\$13,875 annually / family of four)
10	51% - 75% (\$20,813 annually / family of four)
17	76% - 100% (\$27,750 annually / family of four)
18	101% - 125% (\$34,688 annually / family of four)
18	126% - 150% (\$41,625 annually / family of four)
6	151%-175% (\$48,563 annually / family of four)
5	176% - 200% (\$55,500 annually / family of four)
4	201% - 250% (\$69,375 annually / family of four)
1	250% or over
0	Unknown / not reported

Source: Nifcap database, IMPACT Community Action Partnership

General Services Agreement

THIS AGREEMENT entered into on the 20th day of February, 2024, between City of Bondurant 200 2nd Street NE, Bondurant, IA 50035 (Funder) and Impact Community Action Partnership, Inc. an Iowa not-for-profit corporation located at 3226 University Avenue, Des Moines, Iowa 50311 ("Contractor").

WHEREAS, Funder supports Contractor's efforts in reducing the barriers and burdens that its residents in poverty experience; and

WHEREAS, Funder is interested in providing financial support to this work to ensure resources are available; and

WHEREAS, Contractor is the designated Community Action Agency for the Funder's area tasked with providing said services.

NOW, THEREFORE, BE IT AGREED:

1. The Contractor shall provide the following services to Funder in Contractor's facilities for a period extending from July 1, 2023, through the end of the month June, 2028:
 - A. Poverty related services including but not limited to, Energy Assistance, Food and/or Personal Pantry services, Housing supports and other localized services based on Contractor's regular Community Needs Assessments.
 - B. Contractor will report on the status of services at least annually with a summary of households receiving assistance.
2. The Contractor shall be paid for the above described services as follows: \$2,000 annually, billed in February of each year.
3. This contract may be terminated for the following reasons with only a time-based prorate portion deemed due and payable to Contractor:
 - B. Unsatisfactory performance by the Contractor; or
 - C. Without cause by written notification from one party to the other party with 30-day notice.
4. The Contractor shall indemnify, defend, save and hold the Funder, its officers, employees and agents, harmless from any claim or lawsuit occurring in the course of the Contractor's provision of services under this Agreement. Funder shall indemnify, defend, save and hold the Contractor, its officers, employees and agents, harmless from any claim or lawsuit arising out of or associated with Funder's actions related to this Agreement.
5. This Agreement contains the whole agreement of the parties and any modification thereof shall be in writing signed by the parties hereto. This agreement shall be in full force and effect upon being executed by the parties hereto.
6. The parties shall be and act as independent contractors, and under no circumstances shall this Agreement be construed as one of agency, partnership or joint venture between Funder and

Contractor.

7. Contractor, at its sole expense, shall comply with all local, State and Federal laws and shall at its sole expense, obtain all licenses or permits which may be required for the conduct of its business within the terms of this Agreement. Contractor agrees to comply with all applicable federal, state, and local civil rights laws, specifically free from discrimination on the basis of age, race, religion, creed, color, sex, national origin, ancestry, sexual orientation, disability, familial status, or gender identity.

8. Notices required under this Agreement may be delivered by regular U.S. Mail or by certified mail, return receipt requested, delivered to the addresses below or via email.

In Witness Whereof, the parties hereto have caused this Agreement to be executed.

FUNDER

CONTRACTOR

Doug Elrod, Mayor
City of Bondurant
200 2nd St NE
Bondurant, IA 50035

Anne Bacon, CEO
IMPACT Community Action Partnership, Inc
3226 University Ave.
Des Moines, IA 50311



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

Item No. 8.a.
For Meeting of 2/20/2024
Resolution

TITLE: Public hearing to consider adoption of the Art, Culture, & Wayfinding Master Plan

CONTACT PERSON:

Maggie Murray, Planning & Community Development Director

BRIEF HISTORY & ANALYSIS: On February 20, 2024 the Bondurant City Council will consider a resolution adopting the Art, Culture, & Wayfinding Master Plan. In April of 2023 the Bondurant City Council approved a contract with Group Creative Services to have this Art, Culture, & Wayfinding Master Plan created. Group Creative Services, and their sub-consultant team at Confluence, have finished drafting this document. The Art, Culture, & Wayfinding Master Plan includes fourteen goals and corresponding opportunities related to furthering art, culture, and wayfinding projects and initiatives here in Bondurant. Public input was a critical component to the overall planning process and helped shape the recommendations included as part of the document. The Parks & Recreation Board voted on plan adoption during their meeting on January 18, 2024. Examples of art-related initiatives that are included in the Art, Culture, & Wayfinding Master Plan include:

- Implementation of the ARTocka Trail Loop concept submitted by the artist group I/Thee. The I/Thee concept looks to activate the paved trail loop around Lake Petocka by creating a series of "rooms" around the lake. City Council approved the I/Thee concept during their meeting on January 2, 2024 following recommendations made by the Parks & Recreation Board and Artist Selection Review Committee. The first project to be implemented at the ARTocka Trail Loop will be the Dining Room.
- Implementation of an art installation in Eagle Park along Mud Creek. The City of Bondurant is in the process of partnering with the Greater Des Moines Public Art Foundation to submit a grant application to Bravo Greater Des Moines to assist with funding this Eagle Park art installation.
- Implementation of the downtown entry feature in coordination with the upcoming Truman Drive NE/2nd Street NE intersection construction project. City Council approved the preliminary artist concept submitted by Joshua Wiener during their meeting on February 5, 2024 following recommendations made by the Parks & Recreation Board and the Artist Selection Review Committee.

- Implementation of the downtown Art Alley project. City Council approved the preliminary design concept submitted by Sam Wilson during their meeting on February 5, 2024 following recommendations made by the Parks & Recreation Board and the Artist Selection Review Committee.

FUNDING SOURCE: N/A for plan adoption

STAFF RECOMMENDATION: Hold public hearing.

APPROVED FOR SUBMITTAL:

ATTACHMENTS: None



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

Item No. 8.b.
For Meeting of 2/20/2024
Public Hearing

TITLE: Public hearing to consider adoption of the Grain District Downtown Redevelopment Plan

CONTACT PERSON:

Maggie Murray, Planning & Community Development Director

BRIEF HISTORY & ANALYSIS: The Bondurant City Council will consider adopting the Grain District Downtown Redevelopment Plan during their meeting on February 20, 2024. In August 2023 the Bondurant City Council approved a professional services agreement with ISG, Inc. to prepare the Grain District Downtown Redevelopment Plan. ISG presented their initial draft plan to both the Planning & Zoning Commission and City Council in November 2023 and feedback received was incorporated into the final draft. The Grain District Downtown Redevelopment Plan will be used as a guidance in transforming the 24.8-acre former Landus Cooperative site into a cohesive extension of the downtown core area. The document identifies both public and private investment opportunities. The Planning & Zoning Commission reviewed the final Grain District Downtown Redevelopment Master Plan during their meeting on February 8, 2024 and voted on recommended plan adoption, subject to ISG making the following a minor update to include a note on preferred building materials of the Grain District (brick, natural stone, and glass). Page 6 of the attached updated Grain District Downtown Redevelopment Plan has been updated to reflect the Commission's recommendation.

FUNDING SOURCE: N/A for plan adoption

STAFF RECOMMENDATION: Approve resolution on a roll call vote.

APPROVED FOR SUBMITTAL:

ATTACHMENTS:

1. 29781 The Grain District 02-14-2024



GRAIN DISTRICT DOWNTOWN REDEVELOPMENT PLAN

Bondurant, Iowa

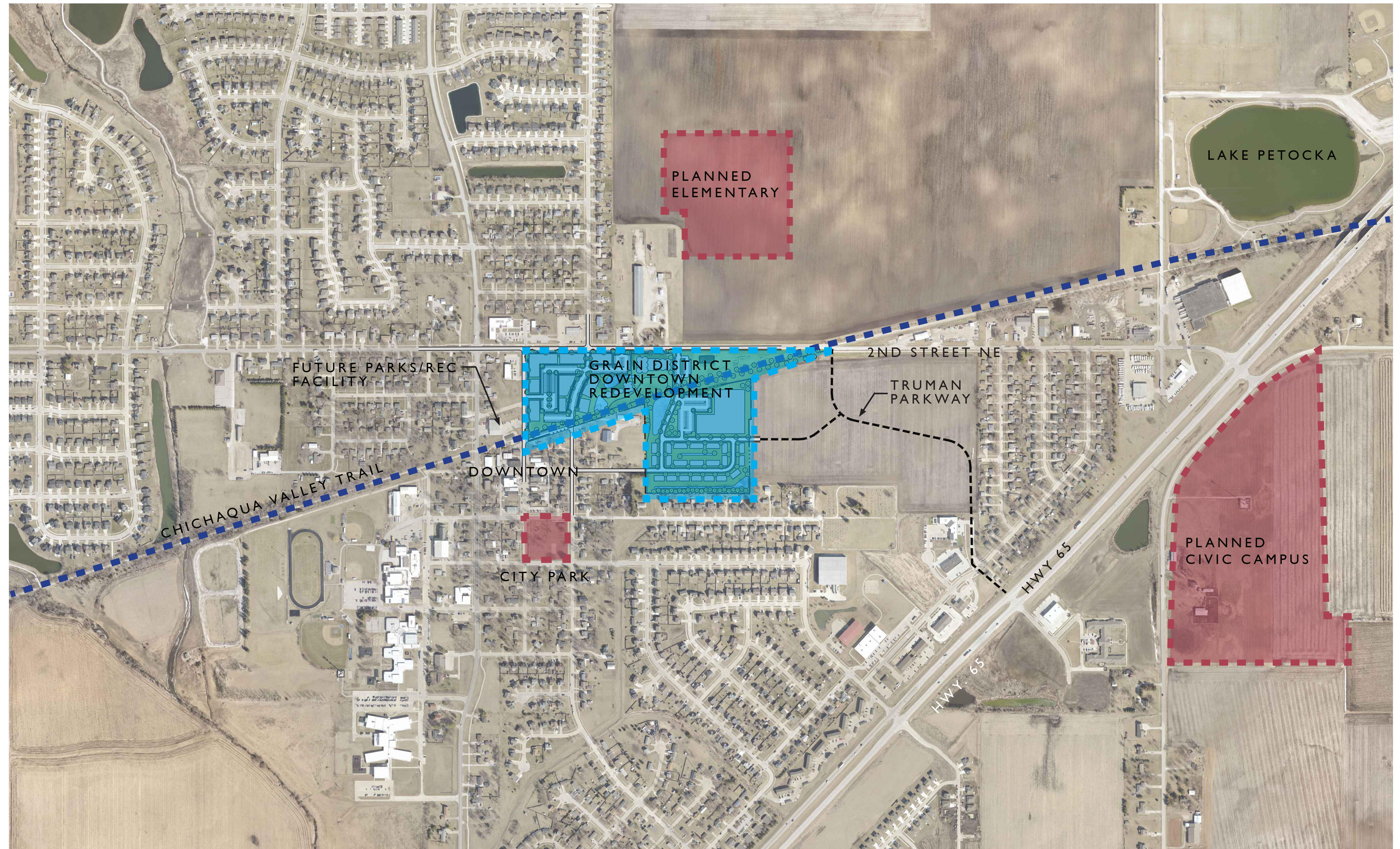
SITE CONTEXT

GRAIN DISTRICT DOWNTOWN REDEVELOPMENT PLAN

SITE CONTEXT:

“The Grain District” Downtown Redevelopment Plan envisions extending downtown Bondurant with the creation of a dynamic mixed-use development. This new development, located south of 2nd Street NE and East of Main St, will include an extension of Chichaqua Valley Trail, mixed-use retail and commercial district, redevelopment of the grain silos, a recreational facility and residential community of townhomes. The planned redevelopment looks to create a walkable destination that encourages community engagement and fosters economic growth.

The Grain District development builds upon the momentum of other planned future developments in Bondurant, including a new elementary school, Civic Campus, and Parks and Recreation Facility. To the north of The Grain District is the site for a new elementary school, with connectivity to the proposed Truman Parkway via the Townhome portion of the development. The Chichaqua Valley Trail extension running through The Grain District development will create a destination experience for users of the trail and tie into regional trail networks. Further to the east of the study site is the proposed development of the Bondurant Civic Campus, which will serve as the future home of a variety of civic and private uses including City Hall, Emergency Services, retail space, Public Works facilities, among others.



SITE PLAN

GRAIN DISTRICT DOWNTOWN REDEVELOPMENT PLAN

A ADDITIONAL PARKING MAY BE NEEDED BASED ON PLANNED USE DENSITY



TOWNHOME DEVELOPMENTS

>2 BEDROOMS

PEDESTRIAN-ORIENTED DESIGN

1 TOWNHOME - ARCHITECTURAL GUIDELINES



2 SCULPTURE GARDEN



3 RECREATION CENTER



4 MIXED-USE



5 LANDUSE REDEVELOPMENT



6 UNIQUE PUBLIC SPACE



7 TRAIL



PEDESTRIAN AND VEHICULAR MOVEMENT

GRAIN DISTRICT DOWNTOWN REDEVELOPMENT PLAN



1 RAISED PEDESTRIAN CROSSING



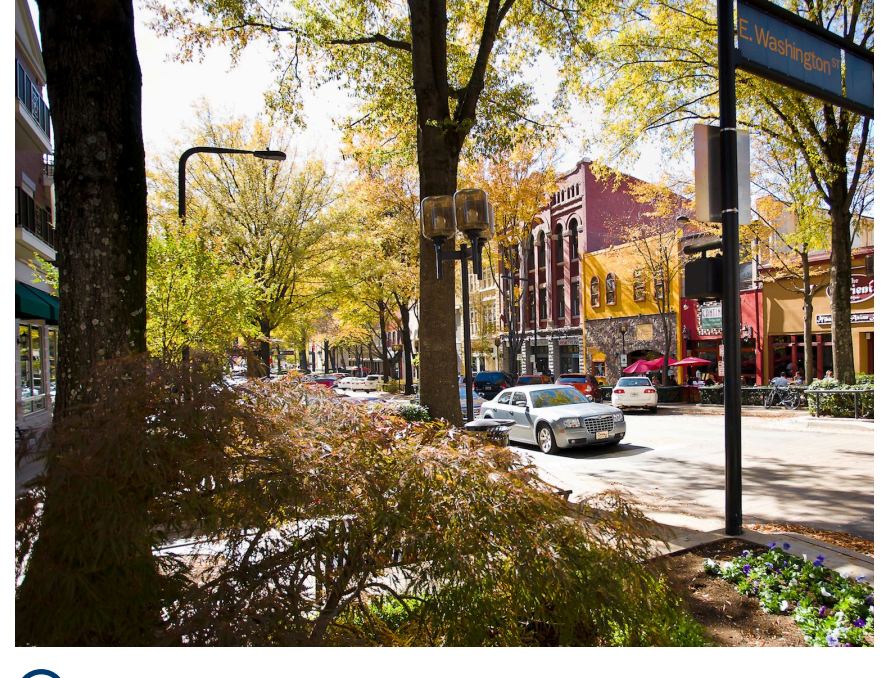
2 DOWNTOWN WALK



3 CURB EXTENSION



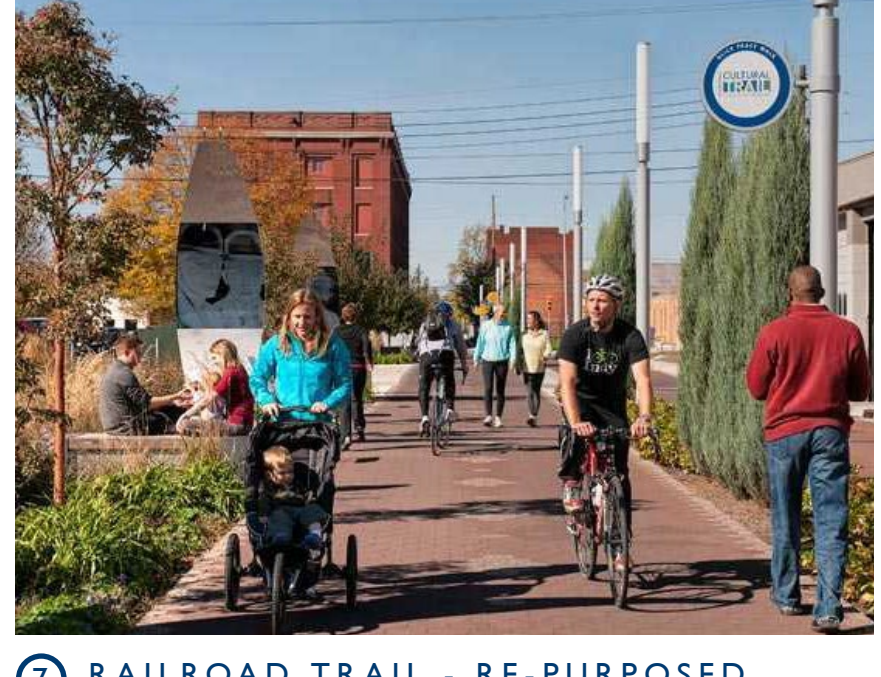
4 ON STREET PARKING



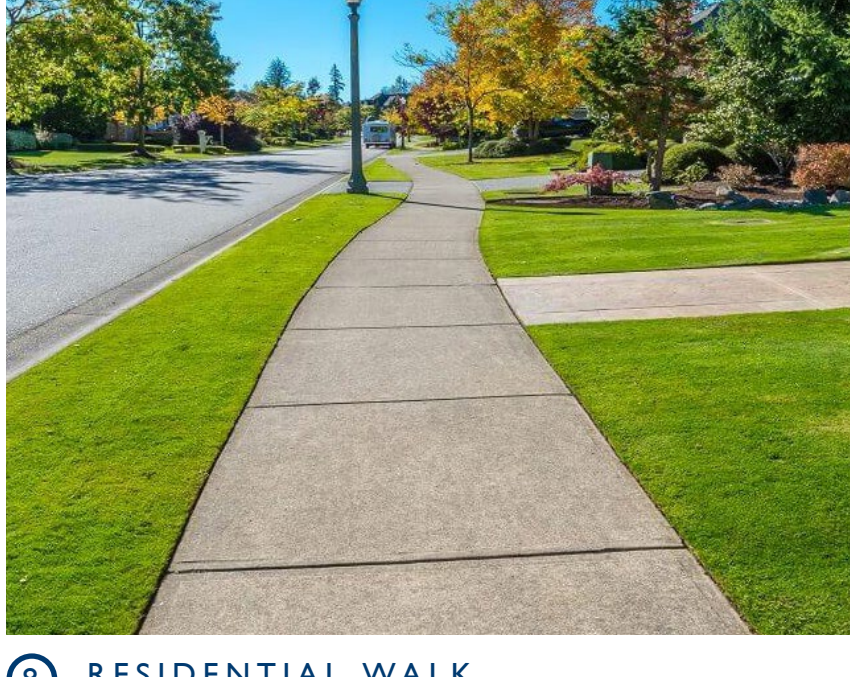
5 PLANTED STREETScape



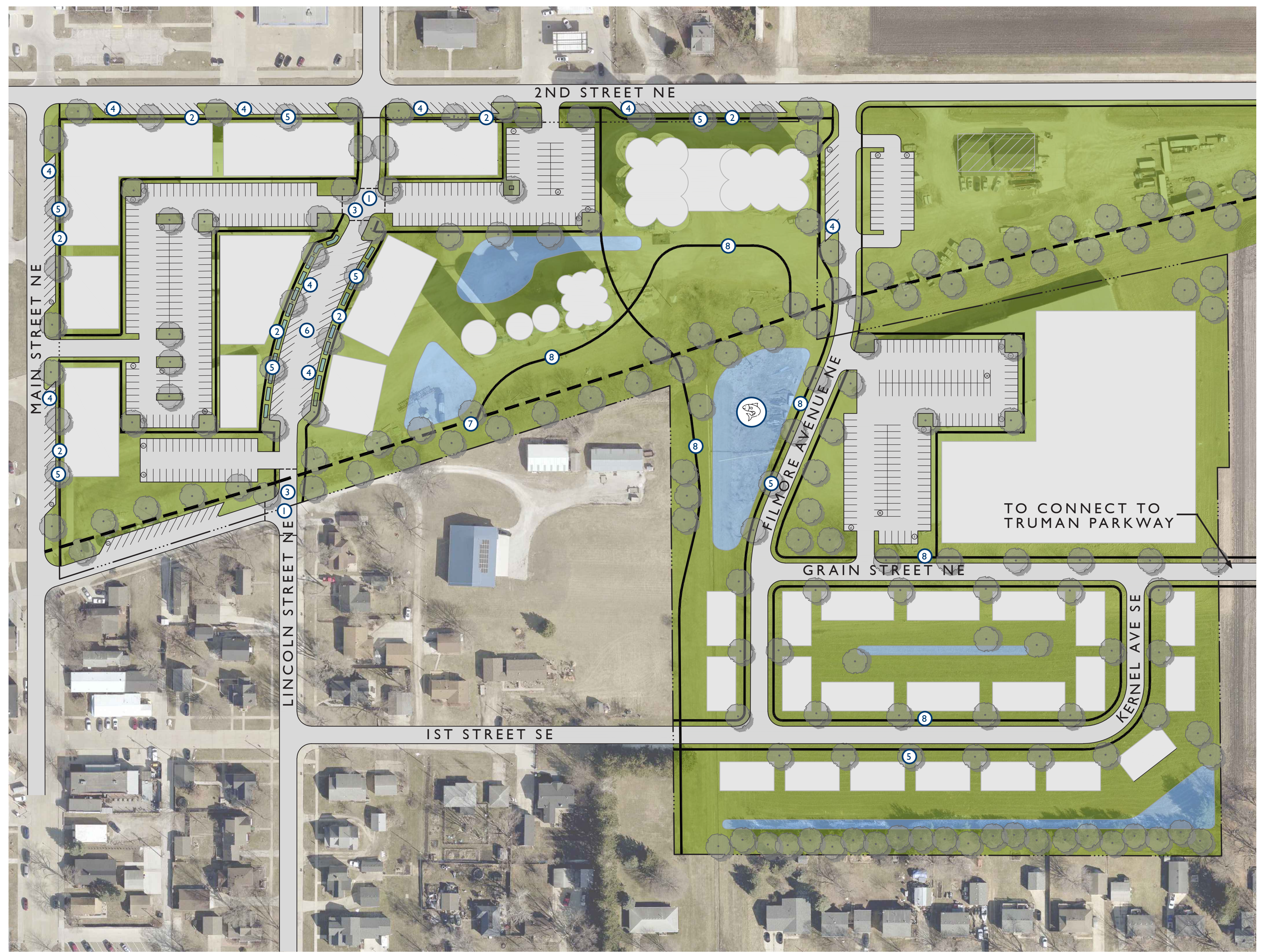
6 CHICANE/CURVED ROADWAY



7 RAILROAD TRAIL - RE-PURPOSED



8 RESIDENTIAL WALK



STORMWATER MANAGEMENT STRATEGIES

GRAIN DISTRICT DOWNTOWN REDEVELOPMENT PLAN



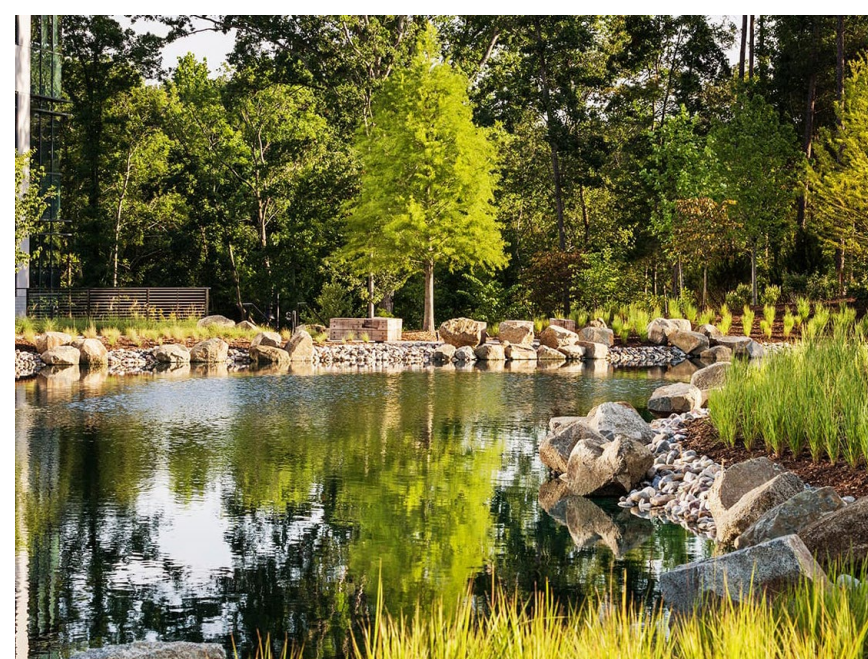
1 RESIDENTIAL STORMWATER DETENTION



3 STORMWATER FEATURE



5 PERMEABLE PAVEMENT



7 STORMWATER FEATURE



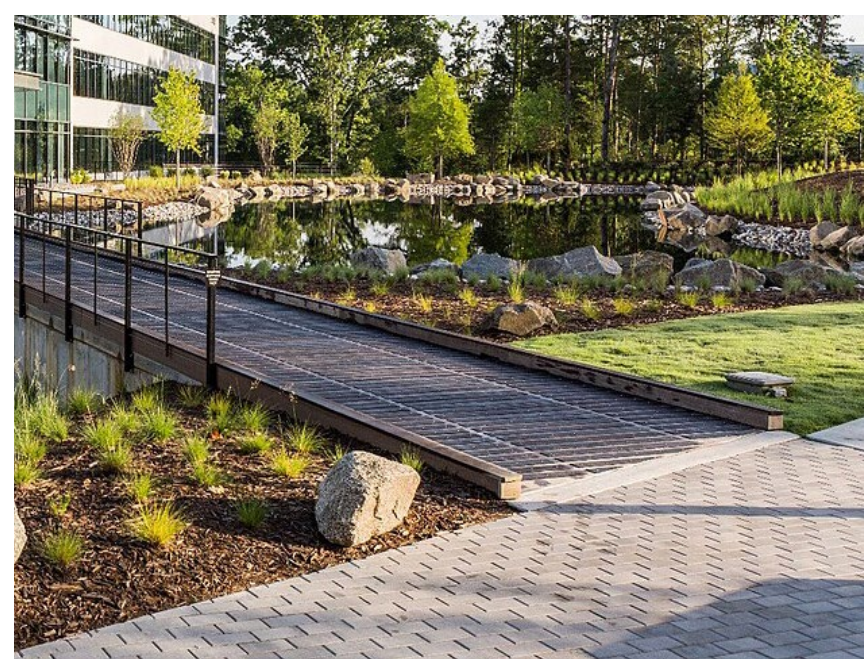
2 GREEN INFRASTRUCTURE - BIOCELL



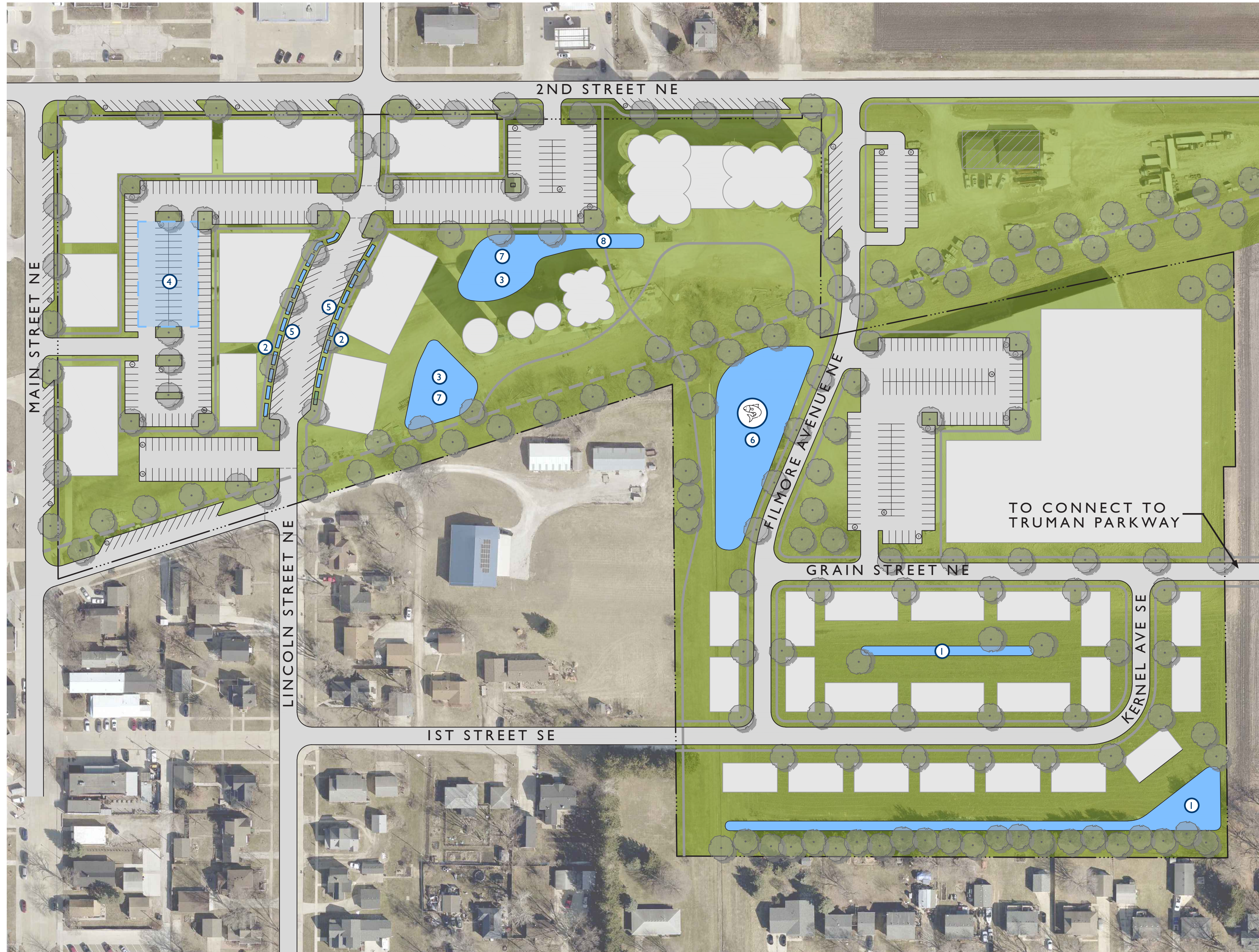
4 STORMWATER UNDERGROUND STORAGE



6 STORMWATER RETENTION POND

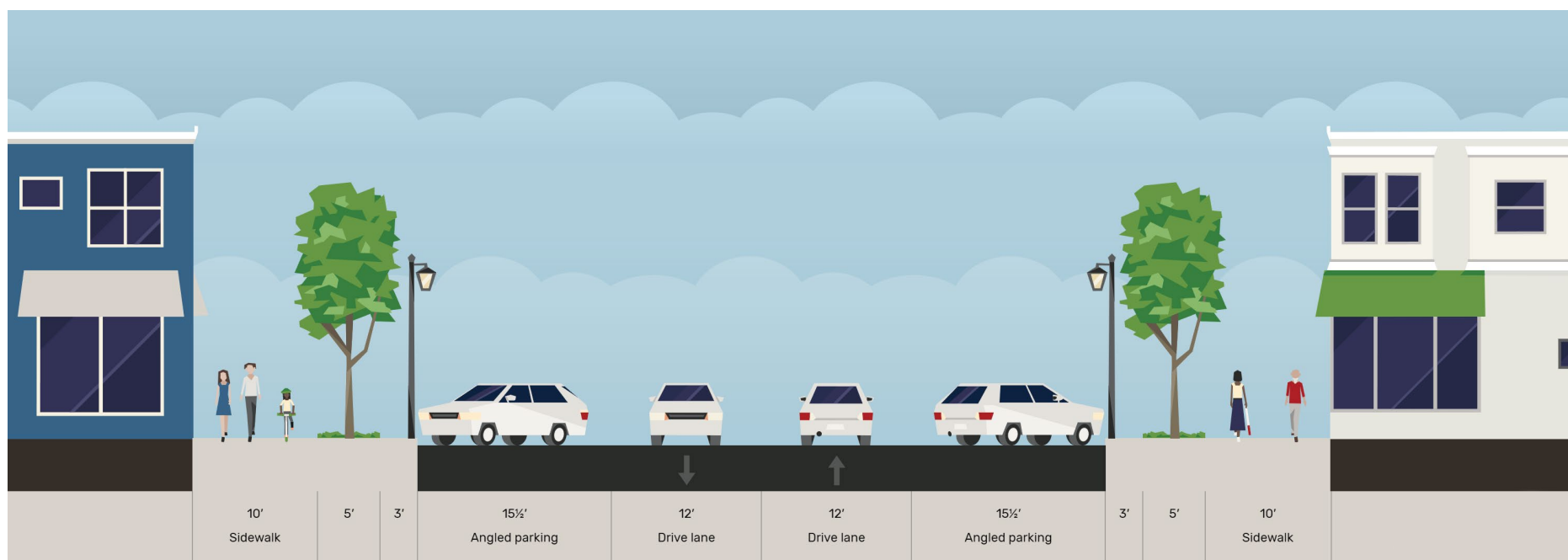


8 STORMWATER FEATURE/BRIDGE



DOWNTOWN CORRIDOR AESTHETICS

GRAIN DISTRICT DOWNTOWN REDEVELOPMENT PLAN



SECTION VIEW - LINCOLN STREET NE



DOWNTOWN EXTENSION - LINCOLN STREET NE PERSPECTIVE

The proposed mixed-use and downtown corridor development is to act as an extension of downtown Bondurant, engaging the community through new experiences such as shopping, dining, recreation, education, and community festivals. The design is intended to channel the features currently found downtown and features pedestrian scale low-rise commercial development and welcoming views between buildings and sidewalks. Additional design elements include a connected lighted streetscape, providing opportunities for banners and other community branding, and green infrastructure elements to provide stormwater management while also creating

an engaging landscape. Building finishes use a traditional palette of materials and colors, including brick, natural stone, glass store fronts, and canopies and awnings. All elements in The Grain District development are integrated to create a seamless transition for all users experiencing this dynamic expansion of downtown. Additionally, the Lincoln Street NE downtown corridor extension has a unique opportunity to be closed for the numerous festivals and events that welcome visitors to the community, such as the Sidewalk Chalk Art Festival, Summerfest, and Celebrate Bondurant.

SILO REDEVELOPMENT - EXTERIOR ELEVATIONS

GRAIN DISTRICT DOWNTOWN REDEVELOPMENT PLAN

REDEVELOPMENT CONCEPT:

The silo redevelopment at “The Grain District” envisions a multi-use strategy that saves and re-purposes the iconic grain silos. This strategy affords the community the opportunity to showcase the continued use of these facilities and bring them into a new light. The existing silos channel the community's agricultural history and were a source for economic development. Future redevelopment will continue the economic tradition of the silos and adapt them into a mixed use destination. This includes restaurant and retail space, condominiums, hotel and event space. A secondary group of silos will remain to showcase the original intended use and be integrated into “The Grain District” as a central feature.

Feasibility Study Results:

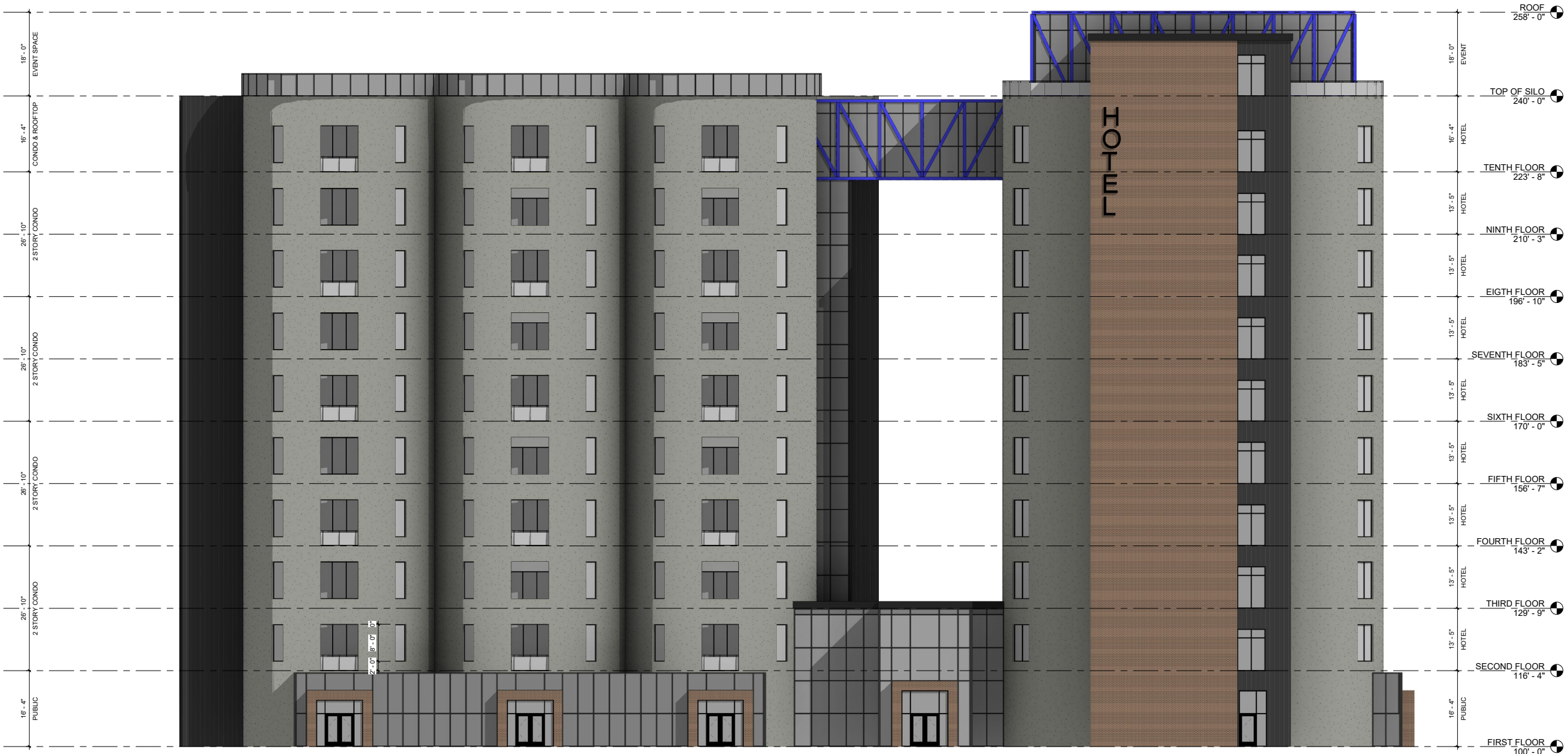
- Re-purposing of the silos is promising
- Structurally the silos are in good condition
- New roof and cosmetic repairs are recommended
- An environmental assessment was favorable for proposed development

Considerations for Re-Use:

- Building code requirements for high rise buildings
- Building code requirements for living units
- Repairs to the roof and other cosmetic repairs
- Improvements to the building envelope

Recommended Re-Use Includes a Combination of:

- Retail and restaurant space
- Condo-style living units with mezzanines
- Hotel suites
- Additional upper level for an event venue



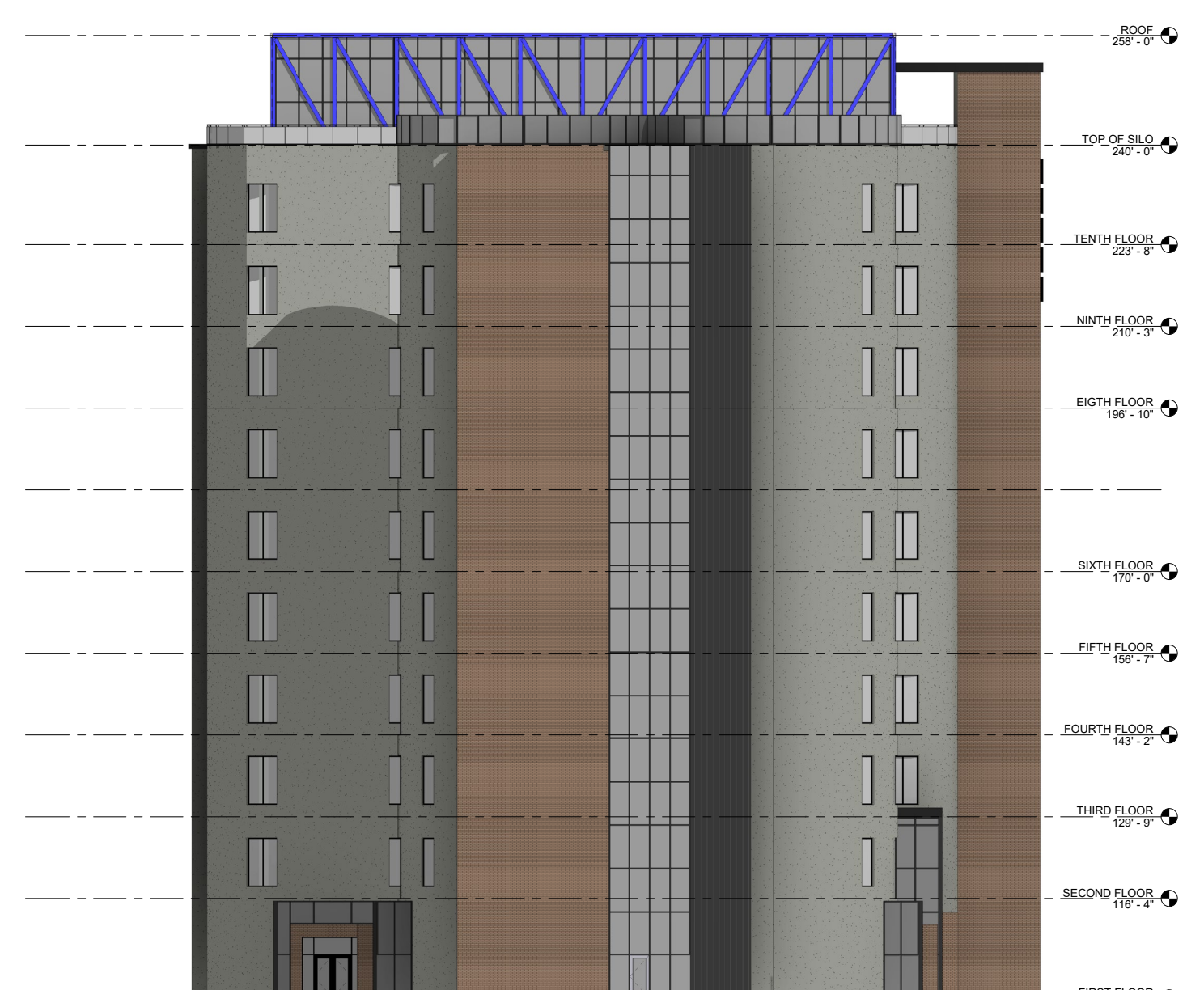
CONCEPTUAL ELEVATION - NORTH



CONCEPTUAL ELEVATION - SOUTH



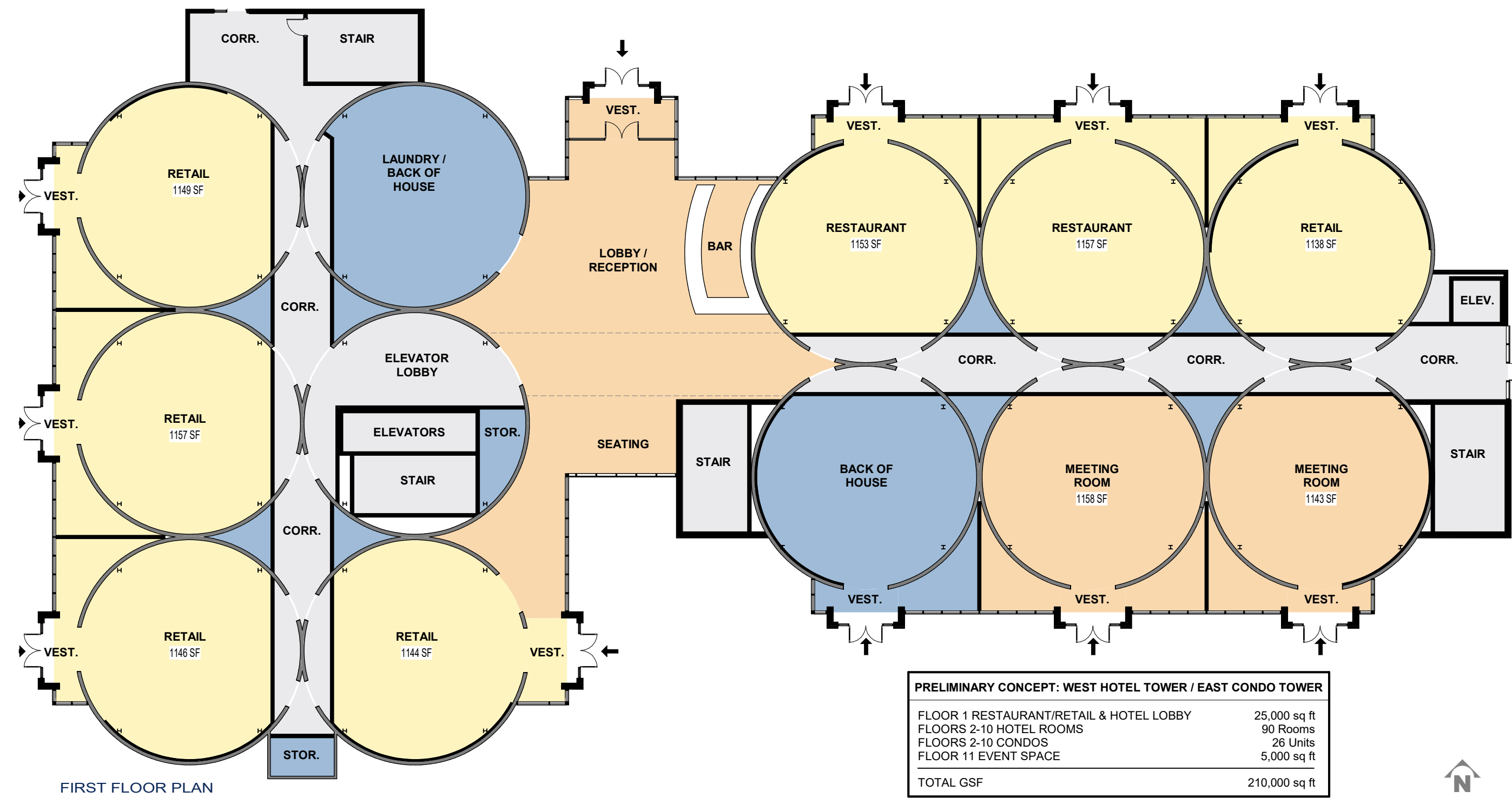
CONCEPTUAL ELEVATION - WEST



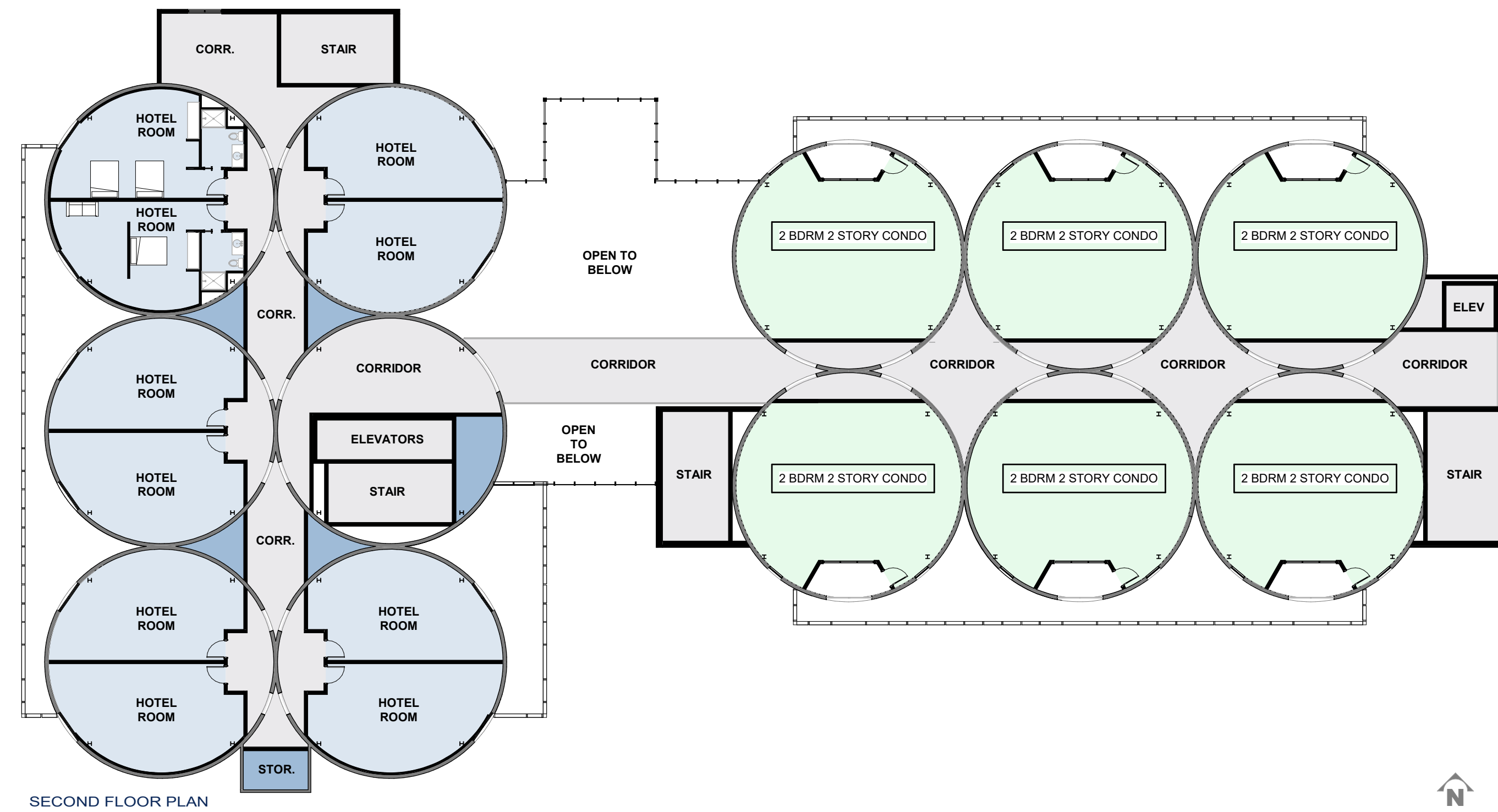
CONCEPTUAL ELEVATION - EAST

SILO REDEVELOPMENT - FLOOR PLANS

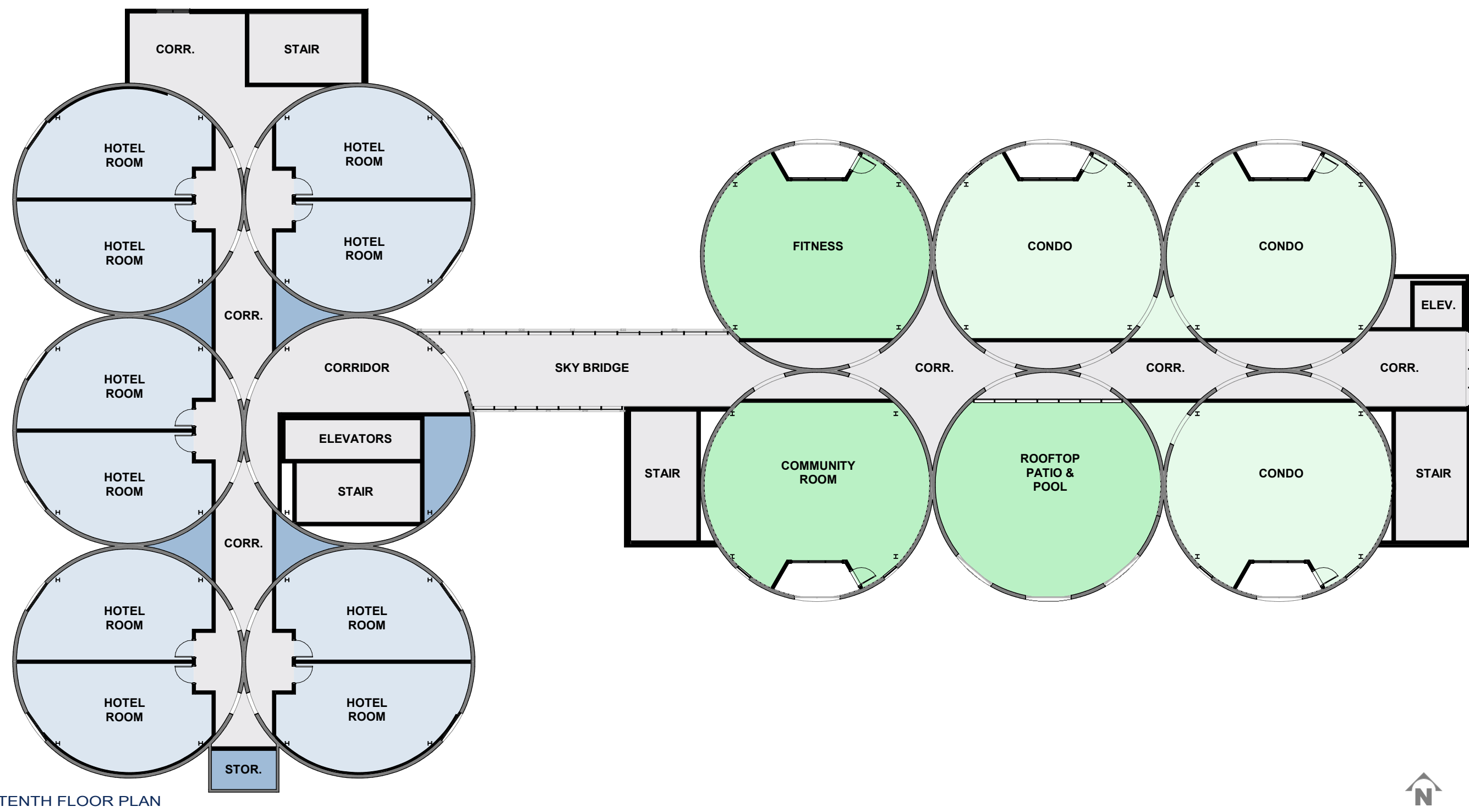
GRAIN DISTRICT DOWNTOWN REDEVELOPMENT PLAN



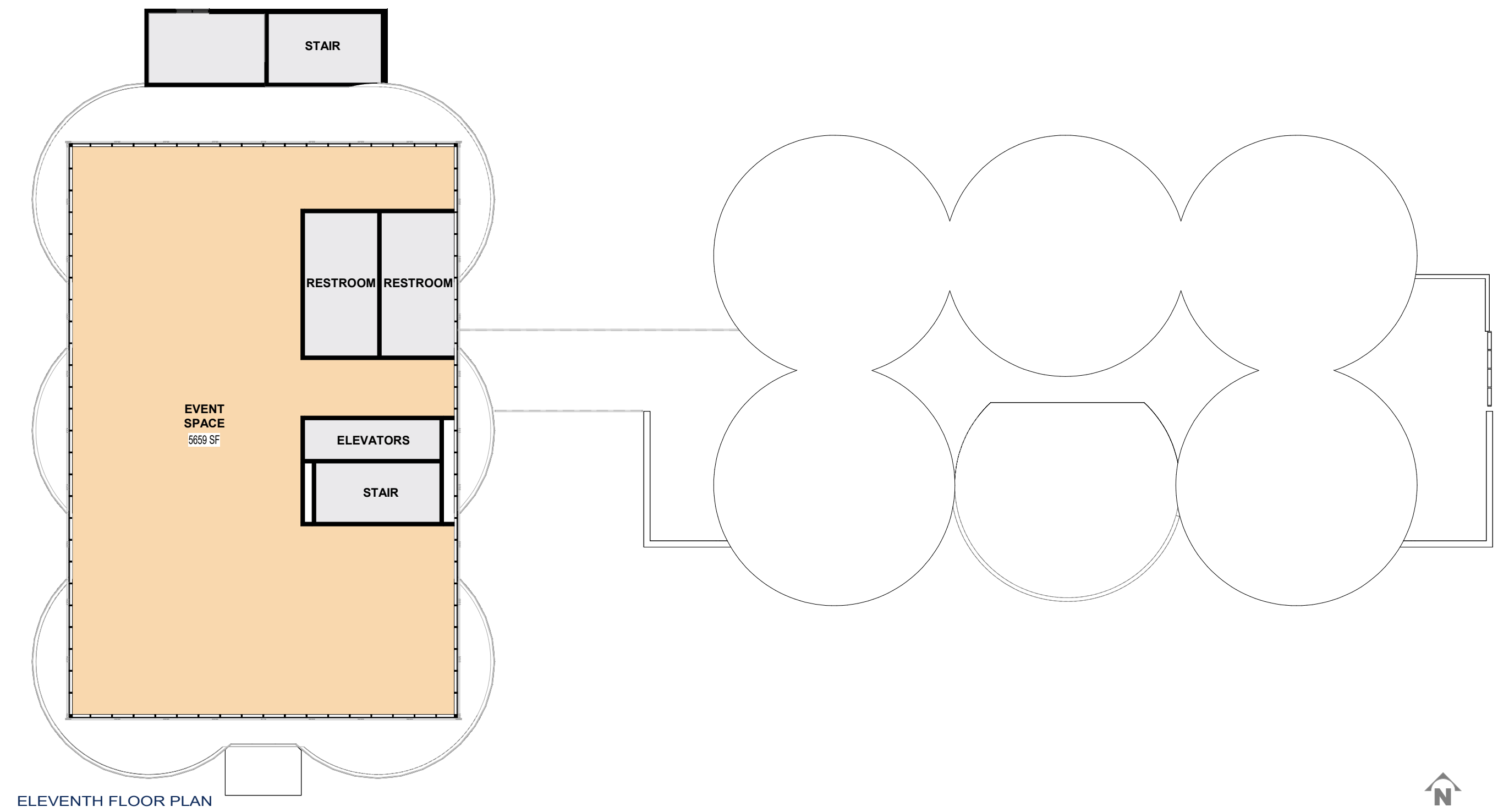
FIRST FLOOR PLAN



SECOND FLOOR PLAN



TENTH FLOOR PLAN



ELEVENTH FLOOR PLAN

DEVELOPMENT + INFRASTRUCTURE

GRAIN DISTRICT DOWNTOWN REDEVELOPMENT PLAN

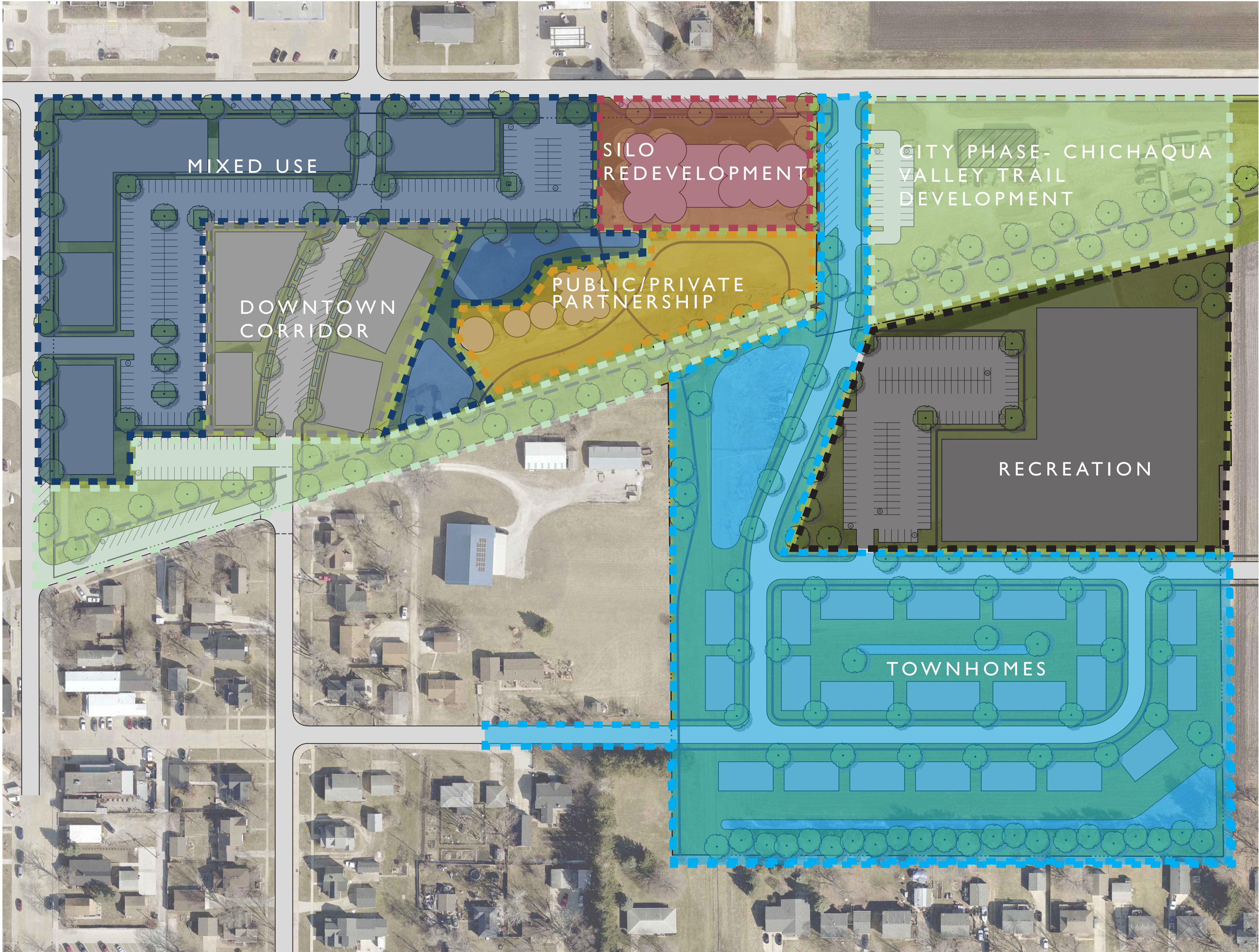
GRAIN DISTRICT DOWNTOWN REDEVELOPMENT

The redevelopment plan is to be a market led development, with seven anticipated build outs. The recommended first area for development is the residential townhomes and necessary infrastructure. The second and third developmental areas include mixed-use and downtown corridor, with the recreation facility and silo redevelopment occurring later. The Chichaqua Valley Trail extension and Public/Private Partnership central lawn are expected to occur in conjunction with other development phases.

OVERALL OPINION OF PROBABLE COST - INFRASTRUCTURE

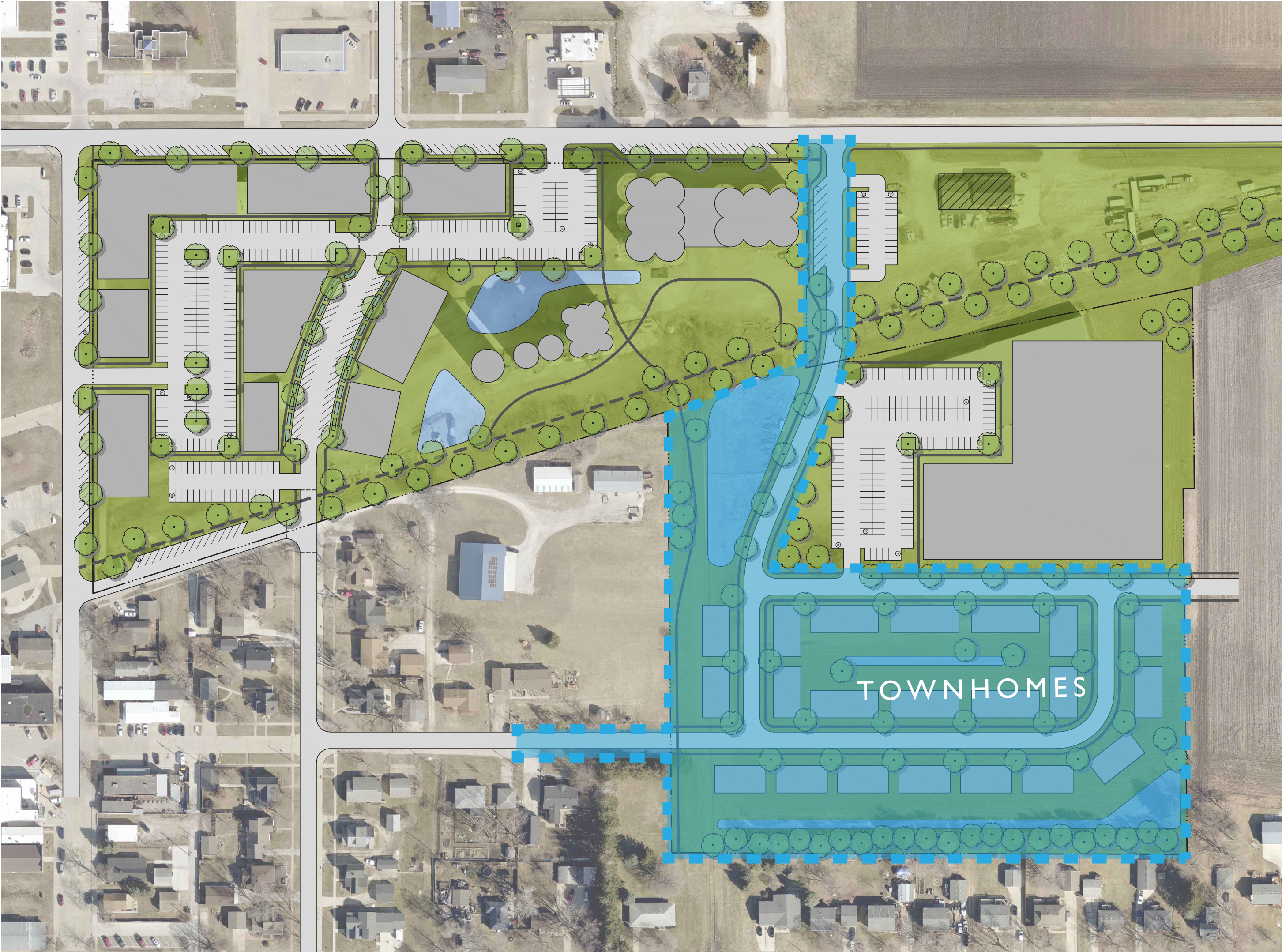
No.	ITEM DESCRIPTION	TOTAL AMOUNT
1	Townhomes	\$3,473,589.17
2	Mixed Use	\$2,848,495.00
3	Downtown Corridor	\$1,765,276.50
4	Recreation	\$1,265,189.60
5	Silo Redevelopment	\$554,450.00
6	Chichaqua Valley Trail Development - Arboretum Plaza and Trail	\$1,584,570.00
7	Public Private Partnership	\$485,875.00
8	Site Demo (assumes all buildings within development footprint)	\$910,000.00
Construction Costs		\$12,887,445.27
TOTAL PROJECT COST		\$12,887,445.27

Note: All estimates are based on current estimated construction costs (January 2024) and factor in 10% contingency and 20% non-construction costs.



DEVELOPMENT + INFRASTRUCTURE - TOWNHOMES

GRAIN DISTRICT DOWNTOWN REDEVELOPMENT PLAN

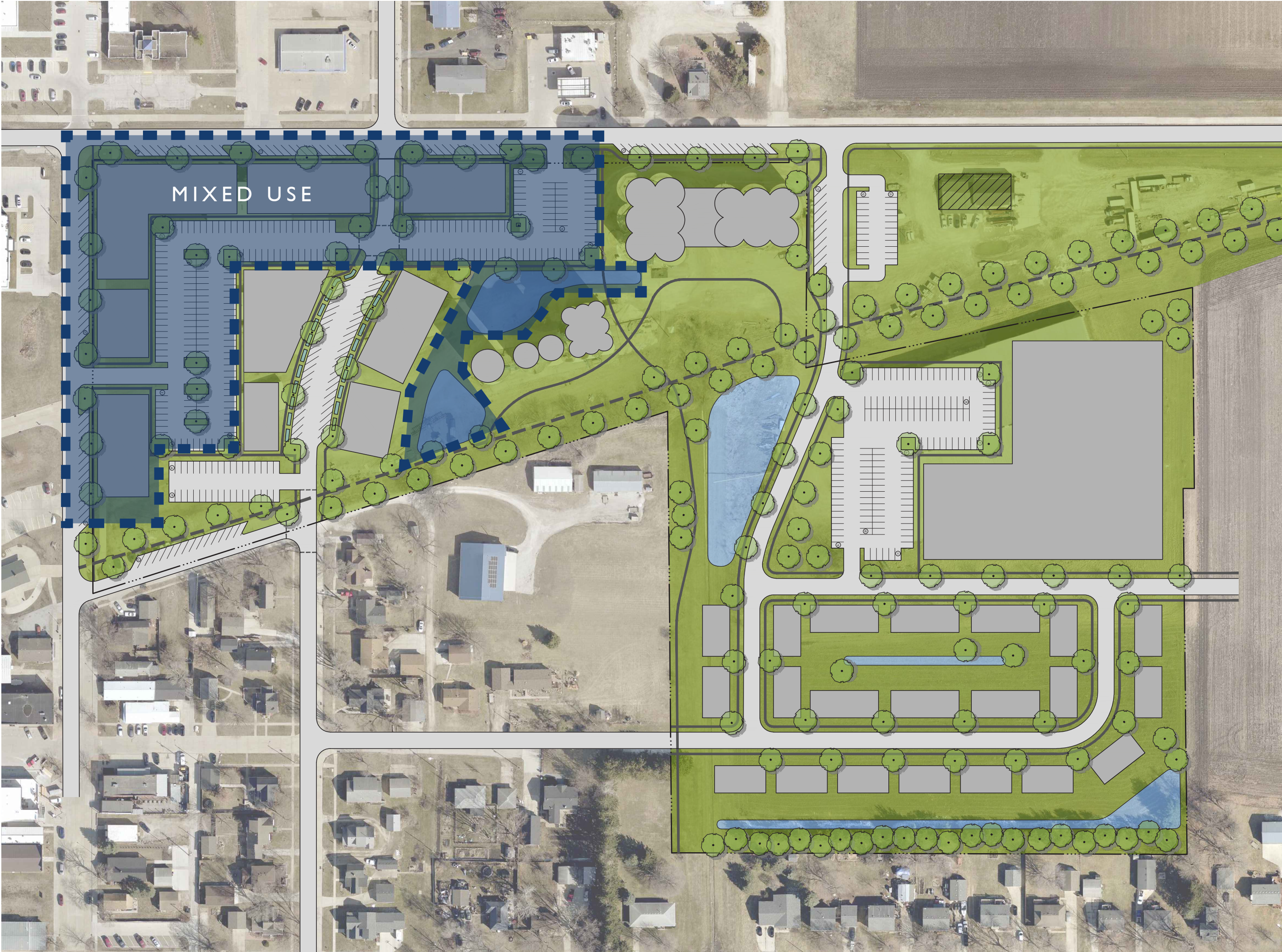


OPINION OF PROBABLE COST - INFRASTRUCTURE - TOWNHOMES

No.	ITEM DESCRIPTION	UNIT	QTY	UNIT PRICE	TOTAL AMOUNT
1	Traffic Control	LS	1	\$5,000.00	\$5,000.00
2	Strip, Salvage, and Spread Topsoil	CY	9700	\$15.00	\$145,500.00
3	Subgrade Preparation	SY	8100	\$6.00	\$48,600.00
4	Detention Pond (Excavation)	CY	6000	\$6.00	\$36,000.00
5	Aggregate Subbase, 6"	SY	8100	\$20.00	\$162,000.00
6	PCC Pavement	SY	8100	\$80.00	\$648,000.00
7	PCC Sidewalk	SY	2400	\$65.00	\$156,000.00
8	Water Main, 8" C900	LF	2500	\$60.00	\$150,000.00
9	Water Service Stubs, 1" per unit	EA	42	\$2,200.00	\$92,400.00
10	Gate Valve and Valve Box, 8"	EA	10	\$1,500.00	\$15,000.00
11	Hydrant Assembly	EA	5	\$5,000.00	\$25,000.00
12	Connect to Existing Water Main	EA	2	\$2,000.00	\$4,000.00
13	Sanitary Sewer, 8" PVC	LF	2100	\$75.00	\$157,500.00
14	Sanitary Service Stubs, 4" per unit	EA	42	\$2,200.00	\$92,400.00
15	Circular Sanitary Manhole	EA	5	\$6,500.00	\$34,125.00
16	Connect to Existing Sanitary Sewer	EA	1	\$2,000.00	\$2,000.00
17	Subdrain, 6" Perforated HDPE	LF	4600	\$15.00	\$69,000.00
18	Subdrain Cleanout	EA	15	\$650.00	\$9,966.67
19	Storm Sewer, RCP	LF	2700	\$85.00	\$229,500.00
20	Storm Drain Intake	EA	11	\$5,000.00	\$54,000.00
21	Circular Storm Manhole	EA	4	\$5,000.00	\$20,000.00
22	RCP Apron	EA	5	\$3,000.00	\$15,000.00
23	Electrical, Lighting-Wiring-Control Cabinet	LS	1	\$120,000.00	\$120,000.00
24	Landscaping	LS	1	\$200,000.00	\$200,000.00
25	Erosion Control	LS	1	\$15,000.00	\$15,000.00
26	Testing	LS	1	\$15,000.00	\$15,000.00
27	Mobilization	LS	1	\$151,000.00	\$151,000.00
				Construction Costs	\$2,671,991.67
				10% Contingency	\$267,199.17
				20% Non-Construction Cost	\$534,398.33
				TOTAL PROJECT COST	\$3,473,589.17

DEVELOPMENT + INFRASTRUCTURE - MIXED USE

GRAIN DISTRICT DOWNTOWN REDEVELOPMENT PLAN

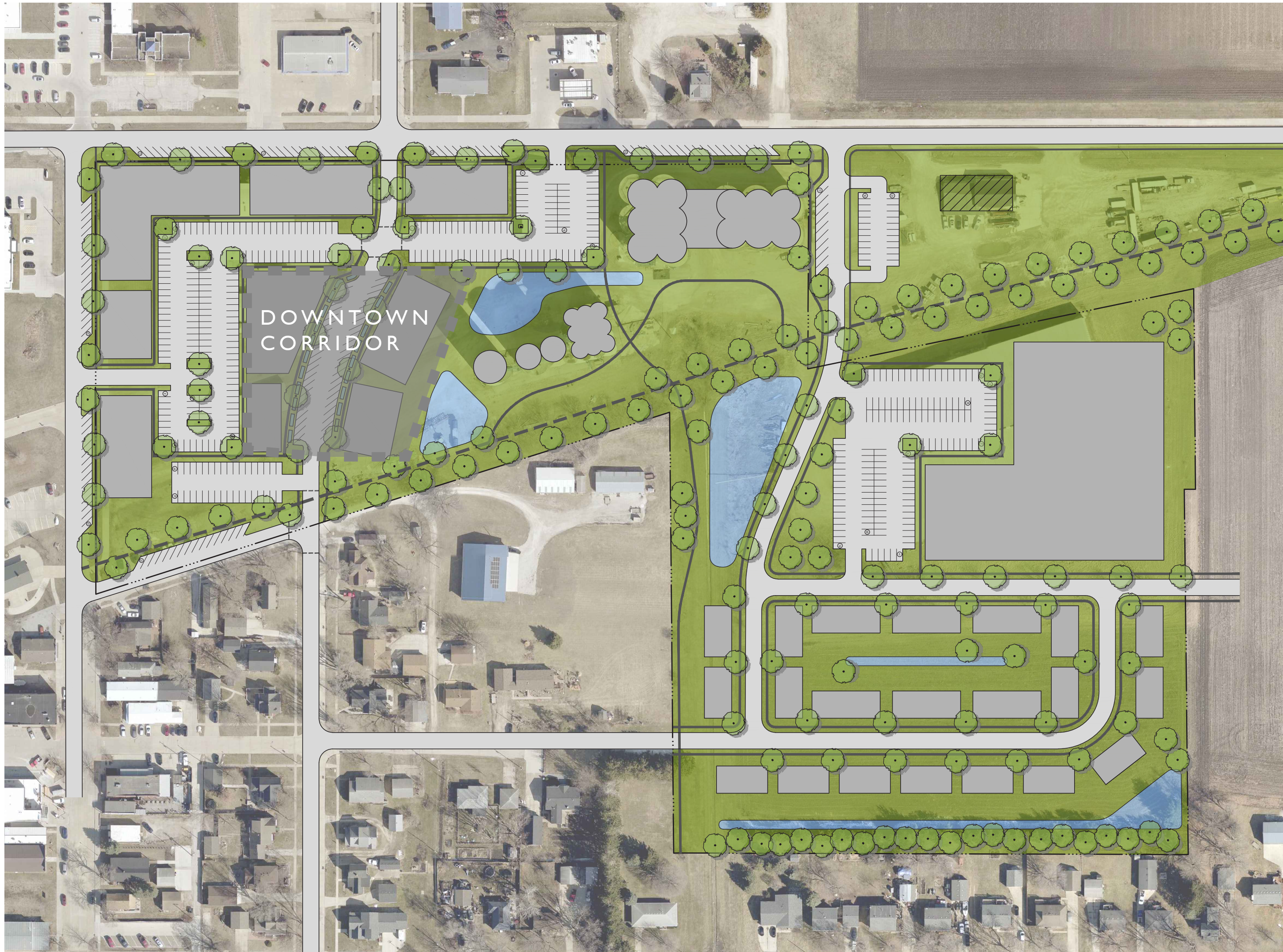


OPINION OF PROBABLE COST - INFRASTRUCTURE

No.	ITEM DESCRIPTION	UNIT	QTY	UNIT PRICE	TOTAL AMOUNT
1	Traffic Control	LS	1	\$5,000.00	\$5,000.00
2	Strip, Salvage, and Spread Topsoil	CY	5600	\$15.00	\$84,000.00
3	Detention Pond (Excavation)	CY	3700	\$6.00	\$22,200.00
3	Subgrade Preparation	SY	10100	\$6.00	\$60,600.00
4	Aggregate Subbase, 6"	SY	8300	\$20.00	\$166,000.00
5	PCC Pavement, Parking Lot, Grant and 2nd Street Parking	SY	8300	\$80.00	\$664,000.00
6	PCC Sidewalk	SY	1700	\$65.00	\$110,500.00
7	Water Main, 8" C900	LF	1100	\$60.00	\$66,000.00
8	Gate Valve and Valve Box, 8"	EA	4	\$1,500.00	\$6,600.00
9	Hydrant Assembly	EA	2	\$5,000.00	\$11,000.00
10	Water Service Connections, 6"	EA	7	\$5,000.00	\$35,000.00
11	Connect to Existing Water Main	EA	2	\$2,000.00	\$4,000.00
12	Sanitary Sewer, 8" PVC	LF	600	\$75.00	\$45,000.00
13	Circular Sanitary Manhole	EA	2	\$6,500.00	\$9,750.00
14	Sanitary Service Connection, 6"	EA	7	\$4,000.00	\$28,000.00
15	Storm Sewer, RCP	LF	700	\$85.00	\$59,500.00
16	Storm Drain Intake	EA	3	\$5,000.00	\$14,000.00
17	Circular Storm Manhole	EA	4	\$5,000.00	\$20,000.00
18	RCP Apron	EA	2	\$3,000.00	\$6,000.00
19	**Underground Detention	EA	1	\$200,000.00	\$200,000.00
20	Electrical, Lighting-Wiring-Control Cabinet	LS	1	\$180,000.00	\$180,000.00
20	Landscaping	LS	1	\$200,000.00	\$200,000.00
21	Site Amenities	LS	1	\$40,000.00	\$40,000.00
22	Erosion Control	LS	1	\$15,000.00	\$15,000.00
23	Testing	LS	1	\$15,000.00	\$15,000.00
24	Mobilization	LS	1	\$124,000.00	\$124,000.00
				Construction Costs	\$2,191,150.00
				10% Contingency	\$219,115.00
				20% Non-Construction Cost	\$438,230.00
				TOTAL PROJECT COST	\$2,848,495.00

DEVELOPMENT + INFRASTRUCTURE - DOWNTOWN CORRIDOR

GRAIN DISTRICT DOWNTOWN REDEVELOPMENT PLAN



OPINION OF PROBABLE COST - INFRASTRUCTURE

No.	ITEM DESCRIPTION	UNIT	QTY	UNIT PRICE	TOTAL AMOUNT
1	Traffic Control	LS	1	\$5,000.00	\$5,000.00
2	Strip, Salvage, and Spread Topsoil	CY	2000	\$15.00	\$30,000.00
3	Subgrade Preparation	SY	2600	\$6.00	\$15,600.00
4	Aggregate Subbase, 6"	SY	2600	\$20.00	\$52,000.00
5	PCC Pavement	SY	2600	\$80.00	\$208,000.00
6	Green Infrastructure along roadway	SF	2640	\$230.00	\$607,200.00
7	Water Main, 8" C900	LF	400	\$60.00	\$24,000.00
8	Gate Valve and Valve Box, 8"	EA	2	\$1,500.00	\$2,400.00
9	Hydrant Assembly	EA	1	\$5,000.00	\$4,000.00
10	Water Service Connections, 6"	EA	2	\$5,000.00	\$10,000.00
11	Connect to Existing Water Main	EA	2	\$2,000.00	\$4,000.00
12	Sanitary Sewer, 8" PVC	LF	300	\$75.00	\$22,500.00
13	Circular Sanitary Manhole	EA	1	\$6,500.00	\$4,875.00
14	Sanitary Service Connection, 6"	EA	2	\$4,000.00	\$8,000.00
15	Connect to Existing Sanitary Sewer	EA	1	\$2,000.00	\$2,000.00
16	Subdrain, 6" Perforated HDPE	LF	660	\$15.00	\$9,900.00
17	Subdrain Cleanout	EA	2	\$650.00	\$1,430.00
18	Storm Sewer, RCP	LF	400	\$85.00	\$34,000.00
19	Storm Drain Intake	EA	2	\$5,000.00	\$8,000.00
20	Circular Storm Manhole	EA	4	\$5,000.00	\$20,000.00
21	RCP Apron	EA	1	\$3,000.00	\$3,000.00
22	Electrical, Lighting-Wiring-Control Cabinet	LS	1	\$50,000.00	\$50,000.00
22	Landscaping	LS	1	\$100,000.00	\$100,000.00
23	Site Amenities	LS	1	\$25,000.00	\$25,000.00
24	Erosion Control	LS	1	\$15,000.00	\$15,000.00
25	Testing	LS	1	\$15,000.00	\$15,000.00
26	Mobilization	LS	1	\$77,000.00	\$77,000.00
				Construction Costs	\$1,357,905.00
				10% Contingency	\$135,790.50
				20% Non-Construction Cost	\$271,581.00
				TOTAL PROJECT COST	\$1,765,276.50

DEVELOPMENT + INFRASTRUCTURE - RECREATION

GRAIN DISTRICT DOWNTOWN REDEVELOPMENT PLAN

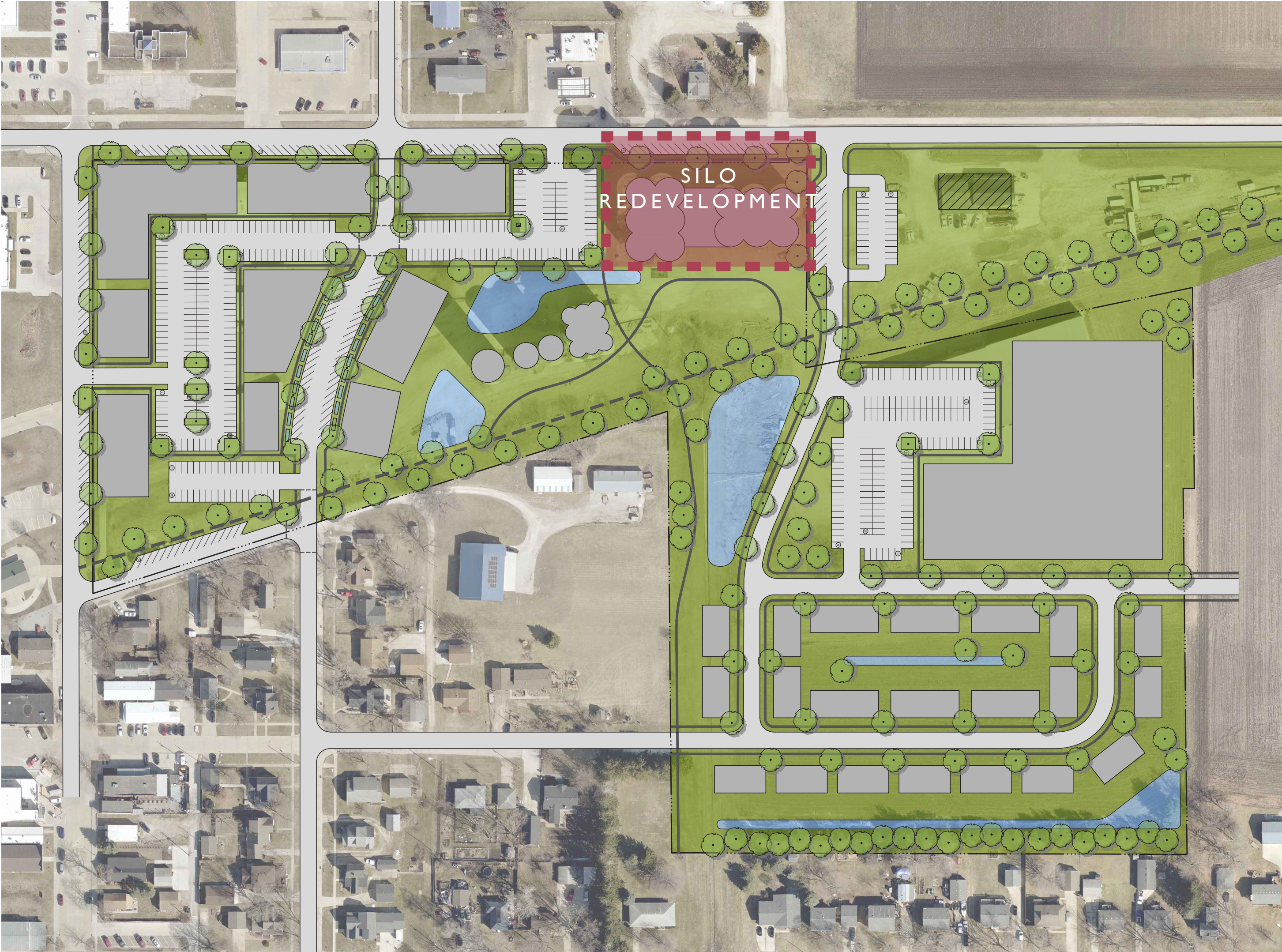


OPINION OF PROBABLE COST - INFRASTRUCTURE

No.	ITEM DESCRIPTION	UNIT	QTY	UNIT PRICE	TOTAL AMOUNT
1	Strip, Salvage, and Spread Topsoil	CY	5100	\$15.00	\$76,500.00
2	Subgrade Preparation	SY	5000	\$6.00	\$30,000.00
3	Aggregate Subbase, 6"	SY	5000	\$20.00	\$100,000.00
4	PCC Pavement	SY	5000	\$80.00	\$400,000.00
5	PCC Sidewalk	SY	700	\$65.00	\$45,500.00
6	Hydrant Assembly	EA	2	\$5,000.00	\$10,000.00
7	Water Service Connections, 6" & fire considerations	EA	1	\$15,000.00	\$15,000.00
7	Subdrain, 6" Perforated HDPE	LF	450	\$15.00	\$6,748.05
8	Subdrain Cleanout	EA	1	\$650.00	\$974.72
9	Sanitary Service Connection, 8"	EA	1	\$5,000.00	\$5,000.00
9	Storm Sewer, RCP	LF	300	\$85.00	\$25,500.00
10	Storm Drain Intake	EA	3	\$5,000.00	\$15,000.00
11	Circular Storm Manhole	EA	1	\$5,000.00	\$5,000.00
12	RCP Apron	EA	1	\$3,000.00	\$3,000.00
13	Landscaping	LS	1	\$150,000.00	\$150,000.00
14	Erosion Control	LS	1	\$15,000.00	\$15,000.00
15	Testing	LS	1	\$15,000.00	\$15,000.00
16	Mobilization	LS	1	\$55,000.00	\$55,000.00
				Construction Costs	\$973,222.77
				10% Contingency	\$97,322.28
				20% Non-Construction Cost	\$194,644.55
				TOTAL PROJECT COST	\$1,265,189.60

DEVELOPMENT + INFRASTRUCTURE - SILO REDEVELOPMENT

GRAIN DISTRICT DOWNTOWN REDEVELOPMENT PLAN

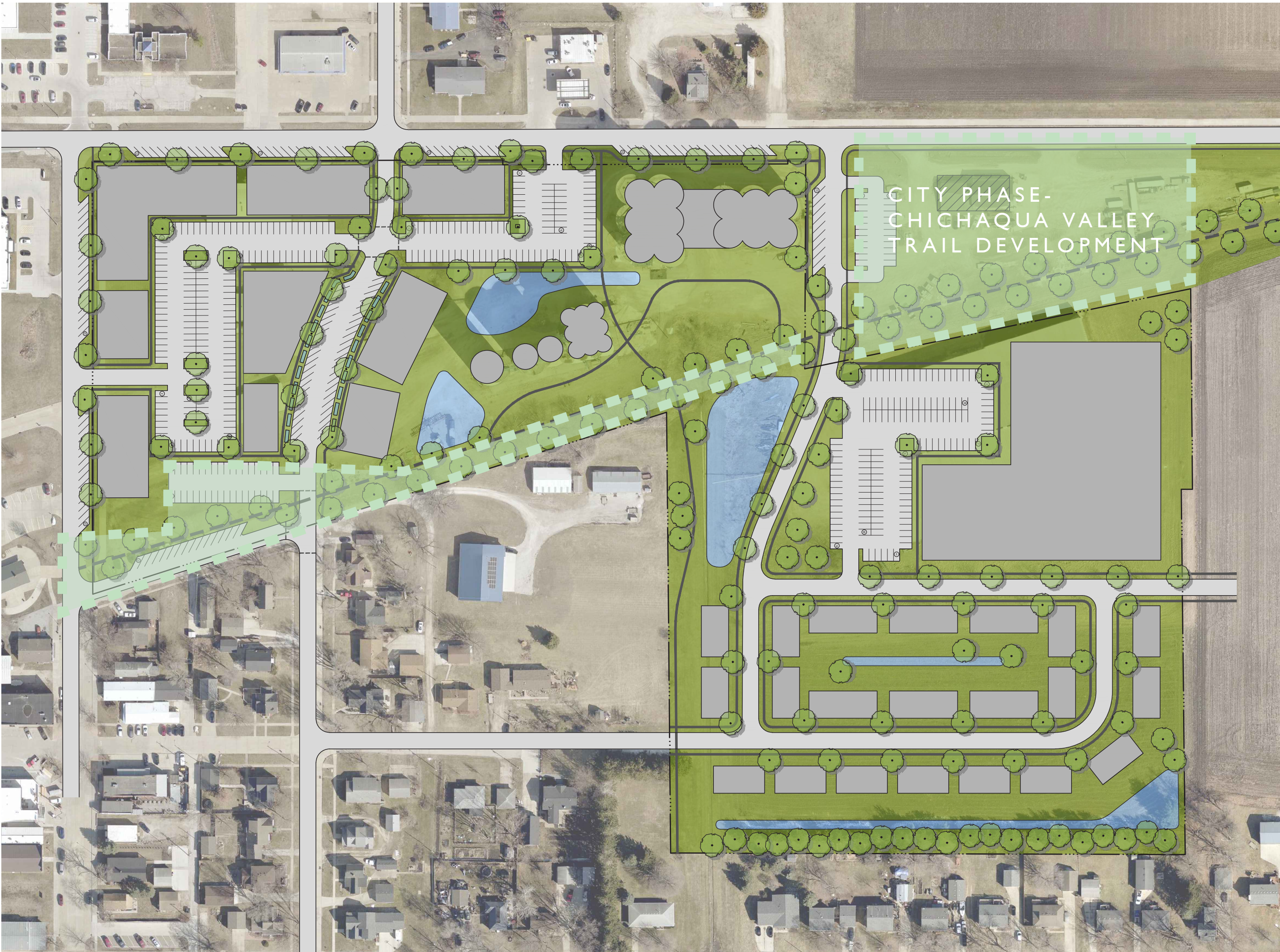


OPINION OF PROBABLE COST - INFRASTRUCTURE

No.	ITEM DESCRIPTION	UNIT	QTY	UNIT PRICE	TOTAL AMOUNT
1	Strip, Salvage, and Spread Topsoil	CY	1200	\$15.00	\$18,000.00
2	Subgrade Preparation	SY	400	\$6.00	\$2,400.00
3	Aggregate Subbase, 6"	SY	400	\$20.00	\$8,000.00
4	PCC Pavement, 2nd Street Off-street parking	SY	400	\$80.00	\$32,000.00
5	PCC Sidewalk	SY	200	\$65.00	\$13,000.00
6	Hydrant Assembly	EA	2	\$5,000.00	\$10,000.00
7	Water Service Connections, 6" & fire considerations	EA	1	\$15,000.00	\$15,000.00
8	Connect to Existing Water Main	EA	1	\$2,000.00	\$2,000.00
9	Sanitary Service Connection, 8"	EA	1	\$5,000.00	\$5,000.00
10	Connect to Existing Sanitary Sewer	EA	1	\$2,000.00	\$2,000.00
11	Subdrain, 6" Perforated HDPE	LF	200	\$15.00	\$3,000.00
12	Subdrain Cleanout	EA	4	\$650.00	\$2,600.00
13	Storm Sewer, RCP	LF	100	\$85.00	\$8,500.00
14	Storm Drain Intake	EA	1	\$5,000.00	\$5,000.00
15	Circular Storm Manhole	EA	4	\$5,000.00	\$20,000.00
16	RCP Apron	EA	1	\$3,000.00	\$3,000.00
17	Electrical, Lighting-Wiring-Control Cabinet	LS	1	\$23,000.00	\$23,000.00
18	Landscaping	LS	1	\$150,000.00	\$150,000.00
19	Site Amenities	LS	1	\$50,000.00	\$50,000.00
20	Erosion Control	LS	1	\$15,000.00	\$15,000.00
21	Testing	LS	1	\$15,000.00	\$15,000.00
22	Mobilization	LS	1	\$24,000.00	\$24,000.00
				Construction Costs	\$426,500.00
				10% Contingency	\$42,650.00
				20% Non-Construction Cost	\$85,300.00
				TOTAL PROJECT COST	\$554,450.00

DEVELOPMENT + INFRASTRUCTURE - CHICHAQUA VALLEY TRAIL

GRAIN DISTRICT DOWNTOWN REDEVELOPMENT PLAN

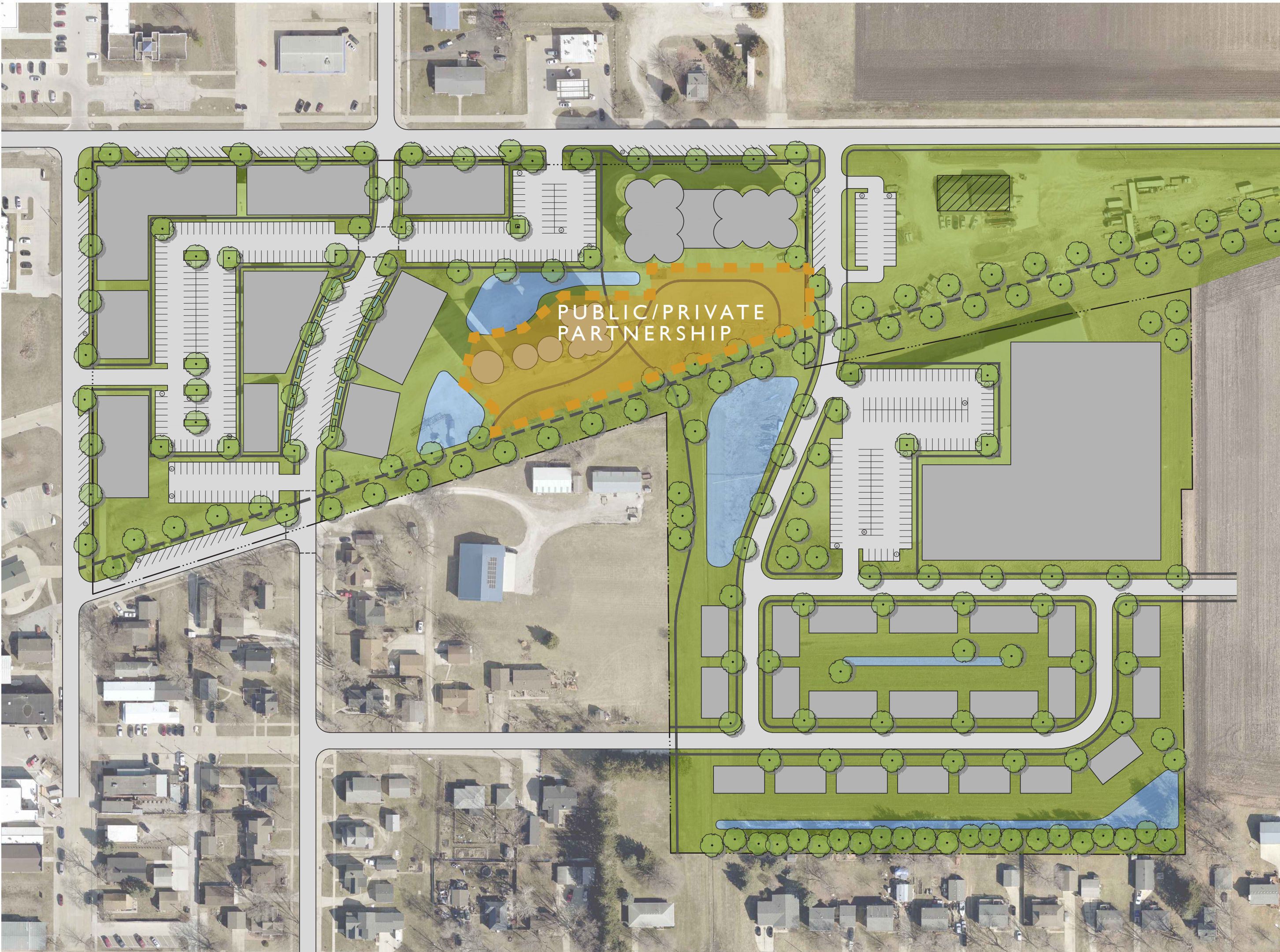


OPINION OF PROBABLE COST - INFRASTRUCTURE

No.	ITEM DESCRIPTION	UNIT	QTY	UNIT PRICE	TOTAL AMOUNT
1	Strip, Salvage, and Spread Topsoil	CY	5000	\$15.00	\$75,000.00
2	Subgrade Preparation	SY	1000	\$6.00	\$6,000.00
3	Aggregate Subbase, 6"	SY	3800	\$20.00	\$76,000.00
4	Subgrade Preparation	SY	3800	\$6.00	\$22,800.00
5	PCC Pavement, Parking and Access Drive	SY	2700	\$80.00	\$216,000.00
6	PCC Trail, 10'	SY	2100	\$70.00	\$147,000.00
7	PCC West Pavement	SY	1000	\$80.00	\$80,000.00
8	PCC Sidewalk, 5' Walk	SY	400	\$65.00	\$26,000.00
9	Hydrant Assembly	EA	1	\$5,000.00	\$5,000.00
10	Subdrain, 6" Perforated HDPE	LF	200	\$15.00	\$3,000.00
11	Subdrain Cleanout	EA	4	\$650.00	\$2,600.00
12	Storm Sewer, RCP	LF	100	\$85.00	\$8,500.00
13	Storm Drain Intake	EA	1	\$5,000.00	\$5,000.00
14	Erosion Control	LS	1	\$15,000.00	\$15,000.00
15	Arboretum Tree - 3"-4" Caliper	EA	48	\$1,500.00	\$72,000.00
16	Landscaping	LS	1	\$150,000.00	\$150,000.00
17	Site Furnishings - Bicycle Racks, Benches, Tables etc.	LS	1	\$100,000.00	\$100,000.00
18	Site Lighting	LS	1	\$125,000.00	\$125,000.00
19	Testing	LS	1	\$15,000.00	\$15,000.00
20	Mobilization	LS	1	\$69,000.00	\$69,000.00
				Construction Costs	\$1,218,900.00
				10% Contingency	\$121,890.00
				20% Non-Construction Cost	\$243,780.00
				TOTAL PROJECT COST	\$1,584,570.00

DEVELOPMENT + INFRASTRUCTURE - PUBLIC/PRIVATE PARTNERSHIP

GRAIN DISTRICT DOWNTOWN REDEVELOPMENT PLAN



OPINION OF PROBABLE COST - INFRASTRUCTURE

No.	ITEM DESCRIPTION	UNIT	QTY	UNIT PRICE	TOTAL AMOUNT
1	Traffic Control	LS	1	\$5,000.00	\$5,000.00
2	Strip, Salvage, and Spread Topsoil	CY	1700	\$15.00	\$25,500.00
3	PCC Sidewalk	SY	400	\$65.00	\$26,000.00
4	Storm Sewer, RCP	LF	250	\$85.00	\$21,250.00
5	Storm Drain Intake	EA	1	\$5,000.00	\$5,000.00
6	Circular Storm Manhole	EA	2	\$5,000.00	\$10,000.00
7	Erosion Control	LS	1	\$15,000.00	\$15,000.00
8	Landscaping	LS	1	\$150,000.00	\$150,000.00
9	Site Amenities	LS	1	\$50,000.00	\$50,000.00
10	Lighting	LS	1	\$30,000.00	\$30,000.00
11	Testing	LS	1	\$15,000.00	\$15,000.00
12	Mobilization	LS	1	\$21,000.00	\$21,000.00
				Construction Costs	\$373,750.00
				10% Contingency	\$37,375.00
				20% Non-Construction Cost	\$74,750.00
				TOTAL PROJECT COST	\$485,875.00



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

Item No. 9.a.
For Meeting of 2/20/2024
Resolution

TITLE: - Resolution adopting the Art, Culture, & Wayfinding Master Plan

CONTACT PERSON:

Maggie Murray, Planning & Community Development Director

BRIEF HISTORY & ANALYSIS: On February 20, 2024 the Bondurant City Council will consider a resolution adopting the Art, Culture, & Wayfinding Master Plan. In April of 2023 the Bondurant City Council approved a contract with Group Creative Services to have this Art, Culture, & Wayfinding Master Plan created. Group Creative Services, and their sub-consultant team at Confluence, have finished drafting this document. The Art, Culture, & Wayfinding Master Plan includes fourteen goals and corresponding opportunities related to furthering art, culture, and wayfinding projects and initiatives here in Bondurant. Public input was a critical component to the overall planning process and helped shape the recommendations included as part of the document. The Parks & Recreation Board voted on plan adoption during their meeting on January 18, 2024. Examples of art-related initiatives that are included in the Art, Culture, & Wayfinding Master Plan include:

- Implementation of the ARTocka Trail Loop concept submitted by the artist group I/Thee. The I/Thee concept looks to activate the paved trail loop around Lake Petocka by creating a series of "rooms" around the lake. City Council approved the I/Thee concept during their meeting on January 2, 2024 following recommendations made by the Parks & Recreation Board and Artist Selection Review Committee. The first project to be implemented at the ARTocka Trail Loop will be the Dining Room.
- Implementation of an art installation in Eagle Park along Mud Creek. The City of Bondurant is in the process of partnering with the Greater Des Moines Public Art Foundation to submit a grant application to Bravo Greater Des Moines to assist with funding this Eagle Park art installation.
- Implementation of the downtown entry feature in coordination with the upcoming Truman Drive NE/2nd Street NE intersection construction project. City Council approved the preliminary artist concept submitted by Joshua Wiener during their meeting on February 5, 2024 following recommendations made by the Parks & Recreation Board and the Artist Selection Review Committee.

- Implementation of the downtown Art Alley project. City Council approved the preliminary design concept submitted by Sam Wilson during their meeting on February 5, 2024 following recommendations made by the Parks & Recreation Board and the Artist Selection Review Committee.

A public hearing was held earlier on this agenda. The attached resolution adopts the plan.

FUNDING SOURCE: N/A for plan adoption

STAFF RECOMMENDATION: Approve resolution on a roll call vote.

APPROVED FOR SUBMITTAL:

ATTACHMENTS:

1. RESOLUTION NO. 240220-56

CITY OF BONDURANT
RESOLUTION NO. 240220-56

RESOLUTION ADOPTING THE ART, CULTURE, & WAYFINDING
MASTER PLAN

WHEREAS, in May 2023 the Bondurant City Council hired Group Creative Services and their subconsultant Confluence to have an Art, Culture, & Wayfinding Master Plan created; AND

WHEREAS, Goal 13 of the Building Bondurant Comprehensive Plan speaks to the need for having such an Art, Culture, & Wayfinding Plan created and adopted; AND

WHEREAS, Goal 13 and its related action items read; AND

- Goal 13: Preserve and strengthen Bondurant's hometown feel as the community continues to evolve.
 - Action Item 13A: Adopt and implement a Public Arts Master Plan (0-4 years).
 - Action Item 13C: Adopt and implement a Wayfinding Master Plan (0-4 years).
 - Action Item 13E: Celebrate Bondurant's history through events and creative placemaking efforts (ongoing).

WHEREAS, public input was a crucial component of this Art, Culture, & Wayfinding Master Plan process and such public input has been folded into the document's goals and opportunities; AND

WHEREAS, the community's Art, Culture, & Wayfinding Master Plan will serve as a guidance for the City of Bondurant and other area organizations in implementing art, culture, and wayfinding projects and initiatives for the next 3-5 years.

WHEREAS, the City of Bondurant's Parks & Recreation Board and City Council will be tasked with implementing the Art, Culture, & Wayfinding Master Plan once adopted; AND

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Bondurant, Iowa, that the Art, Culture, & Wayfinding Master Plan is hereby adopted.

Passed this 20th day of February 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				



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

Item No. 9.b.
For Meeting of 2/20/2024
Resolution

TITLE: - Resolution adopting the Grain District Downtown Redevelopment Plan

CONTACT PERSON:

Maggie Murray, Planning & Community Development Director

BRIEF HISTORY & ANALYSIS: The Bondurant City Council will consider adopting the Grain District Downtown Redevelopment Plan during their meeting on February 20, 2024. In August 2023 the Bondurant City Council approved a professional services agreement with ISG, Inc. to prepare the Grain District Downtown Redevelopment Plan. ISG presented their initial draft plan to both the Planning & Zoning Commission and City Council in November 2023 and feedback received was incorporated into the final draft. The Grain District Downtown Redevelopment Plan will be used as a guidance in transforming the 24.8-acre former Landus Cooperative site into a cohesive extension of the downtown core area. The document identifies both public and private investment opportunities. The Planning & Zoning Commission reviewed the final Grain District Downtown Redevelopment Master Plan during their meeting on February 8, 2024 and voted on recommended plan adoption, subject to ISG making the following minor update to the document: that the document be updated to include language regarding enhanced brick design of the proposed townhome area; the Commission's recommendation has been reflected as part of the attached updated document.

A public hearing was held earlier on the agenda.

FUNDING SOURCE: N/A for plan adoption

STAFF RECOMMENDATION: Approve resolution on a roll call vote.

APPROVED FOR SUBMITTAL:

ATTACHMENTS:

1. RESOLUTION NO. 240220-57

CITY OF BONDURANT
RESOLUTION NO. 240220-57

RESOLUTION ADOPTING THE GRAIN DISTRICT DOWNTOWN
REDEVELOPMENT PLAN

WHEREAS, in August 2023 the Bondurant City Council entered into a professional services agreement with ISG. Inc. to have a Grain District Downtown Redevelopment Plan created; AND

WHEREAS, the City of Bondurant has partnered with the potential buyer of the entire 24.8-acre Grain District area to have the Grain District Downtown Redevelopment Plan created; AND

WHEREAS, the Grain District Downtown Redevelopment Plan will serve as a guidance to the City and the potential developer for how this area can be redeveloped in a way that acts as a cohesive extension of the existing downtown core area of Bondurant; AND

WHEREAS, adopting the Grain District Downtown Redevelopment Plan is consistent with Action Item 17B of the Building Bondurant Comprehensive Plan, which reads: Partner with a master developer or developers to redevelop the Landus property in a way that supports community goals and vision.

WHEREAS, the Planning & Zoning Commission reviewed the Grain District Downtown Redevelopment Plan during their meeting on February 8, 2024 and voted on recommended adoption, subject to the following minor update being made: that the document be updated to incorporate notes regarding building material preferences (brick, stone, glass); AND

WHEREAS, the Planning & Zoning Commission's recommendation has been taken into account as part of the document being considered for adoption by City Council.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Bondurant, Iowa, that the Grain District Downtown Redevelopment Plan is hereby adopted.

Passed this 20th day of February 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				



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

Item No. 9.c.
For Meeting of 2/20/2024
Resolution

TITLE: - Resolution considering approval of site plan for Bondurant-Farrar Community School District High School Addition at 1000 Grant Street, North

CONTACT PERSON:

BRIEF HISTORY & ANALYSIS: The City is in receipt of a site plan for review by the Planning & Zoning Commission and City Council for the existing 1.723-acre parcel of land accessed from Dee Street SE. The site plan applicant is Bondurant-Farrar School District. The site plan was prepared by Snyder & Associates. The applicants are proposing a 11,900 square foot building as an addition to the existing High School. This property is zoned as being within the City's Single Family Residential (R-1) District.



When the Planning & Zoning Commission and City Council review site plans, they review for consistency with the following documents: Comprehensive Plan; Zoning Code; and Comments from City Officials.

Consistency with the City's Comprehensive Plan:

A R-2 development at this location is consistent with the 2022 Comprehensive Plan which guides for Public/Semi-public at this location.

Consistency with the City's Zoning Code:

Below are notes detailing how the Zoning Code is met for this request or what additional information is needed to ensure the Code will be met for this development.

General Commercial Use & Bulk

- The required setbacks at this location - a 50' front yard setback, a 50' rear yard setback and a 50' side yard setback.
- The submitted site plan currently shows setback requirements for A-1 Agricultural District. The proposed school addition meets the required 50' setbacks from all property lines, but need to be reflected on the site plan before approval by City Council.

Parking/Drive Areas

- Access to the site is available from Grant Street N.
- The site plan shows that no part of any parking/drive area (excluding driveways) will be located closer than 3' away from the front property lines, as is required by Section 177.10.1.
- The site plan shows that all parking/drive areas will be paved as required by Section 177.10.2 of the Zoning Code.
- Section 177.09.4 of the Zoning Code will be applied when determining minimum parking stall count requirements at this location. This section reads:
 - Schools:
 - One (1) space for each eight (8) seats in a principal auditorium.
- The site plan shows an increase of six (6) parking stalls. There are a total of 360 parking stalls on-site.
- The site plan shows parking spaces will be provided with raised curbing or equivalent, as is required by Section 177.10.8.

Stormwater, Utilities & Natural Features

- A stormwater management report has not been submitted to the City for review, the site plan shows existing infrastructure. Veenstra & Kim has reviewed the site plan and determined the existing stormwater infrastructure appears to be satisfactory but would need stormwater calculations to confirm.

Landscaping Plan

- A previous landscaping plan has been approved for this site, resulting in no additional landscaping being required. However, the applicant is proposing the installation of 13 shrubs, more detailed can be found on page 7 of the attached site plan.

ARCHITECTURAL STANDARDS

- Site plan submittal includes required building elevations and meets required standards.

Comments from City Officials:

The following City departments were notified of the submitted site plan:

1. Public Works - reviewed and all comments/concerns have been addressed.
2. Engineering – reviewed and all comments/concerns have been addressed.
3. Fire Department - reviewed and all comments/concerns have been addressed.

FUNDING SOURCE:

STAFF RECOMMENDATION: The Planning and Zoning Commission at their February 8, 2024 meeting voted 7-0 to recommend approval of the site plan.

APPROVED FOR SUBMITTAL:

ATTACHMENTS:

1. RESOLUTION NO. 240220-58
2. Exterior Elevations
3. Bondurant Farrar - CSDHS Addition - Site Plan

CITY OF BONDURANT
RESOLUTION NO. 240220-58

RESOLUTION REGARDING APPROVAL OF THE SITE PLAN FOR BONDURANT-
FARRAR COMMUNITY SCHOOL DISTRICT HIGH SCHOOL ADDITION AT 1000
GRANT STREET NORTH, BONDURANT, IOWA

WHEREAS, Snyder & Associates, on behalf of the applicant, Bondurant-Farrar Community School District, has submitted the site plan for an addition at 1000 Grant Street N, property described as follows;

DEED BOOK 10744 PAGE 687

THE SOUTH 50 ACRES LOCATED IN THE WEST ½ OF THE NORTHWEST ¼, LESS 3.58 ACRES ROAD IN SECTION 30, TOWNSHIP 80 NORTH, RANGE 22 WEST OF THE 5TH P.M., POLK COUNTY, IOWA. SAID TRACT OF LAND BEING SUBJECT TO AND TOGETHER WITH ANY AND ALL EASEMENTS OF RECORD. SAID TRACT OF LAND CONTAINS 49.99 ACRES OF LAND MORE OR LESS BY SURVEY.

WHEREAS, the zoning for the property is Medium Density Residential (R-2) and a public school use is a permitted use per Sections 178.03.1.B of the Zoning Code; AND

WHEREAS the Planning and Zoning Commission voted 7-0, to recommend approval of the submitted site plan at their February 8, 2024, meeting subject to the following City Code/Policy clarification recommendation items;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Bondurant, Iowa, the submitted Bondurant-Farrar Community School District High School Addition site plan is hereby approved.

Passed this 20th day of February 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				

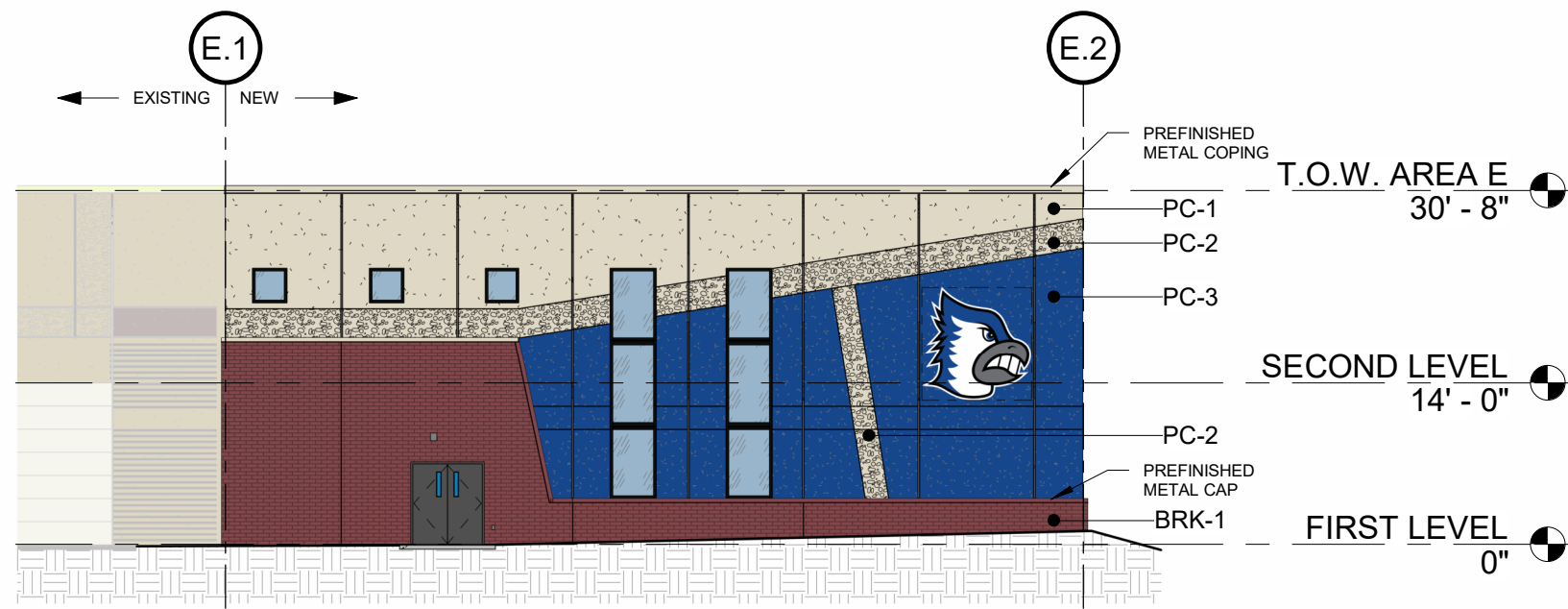
PRECAST WALL PANEL LEGEND

- PC-1

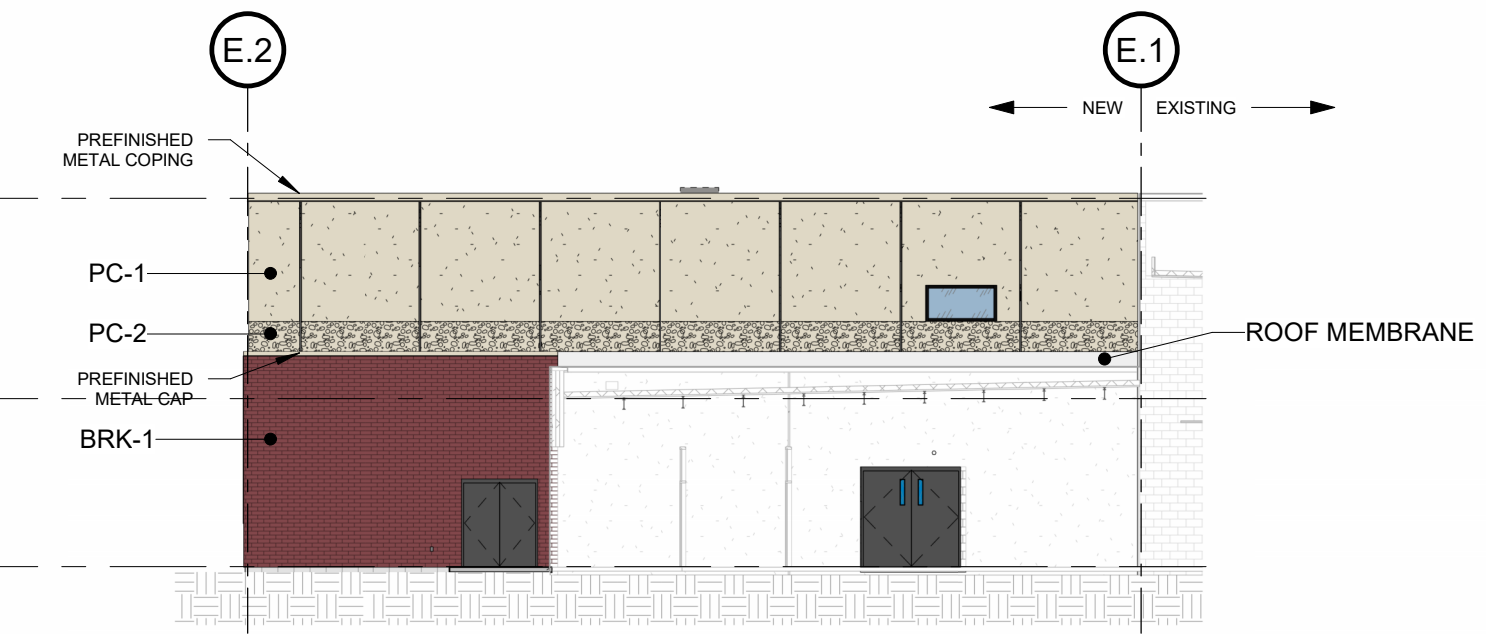
LIGHT SANDBLAST PRECAST WALL
PANEL TO MATCH EXISTING
- PC-2

HEAVY SANDBLAST PRECAST WALL
PANEL TO MATCH EXISTING
- PC-3

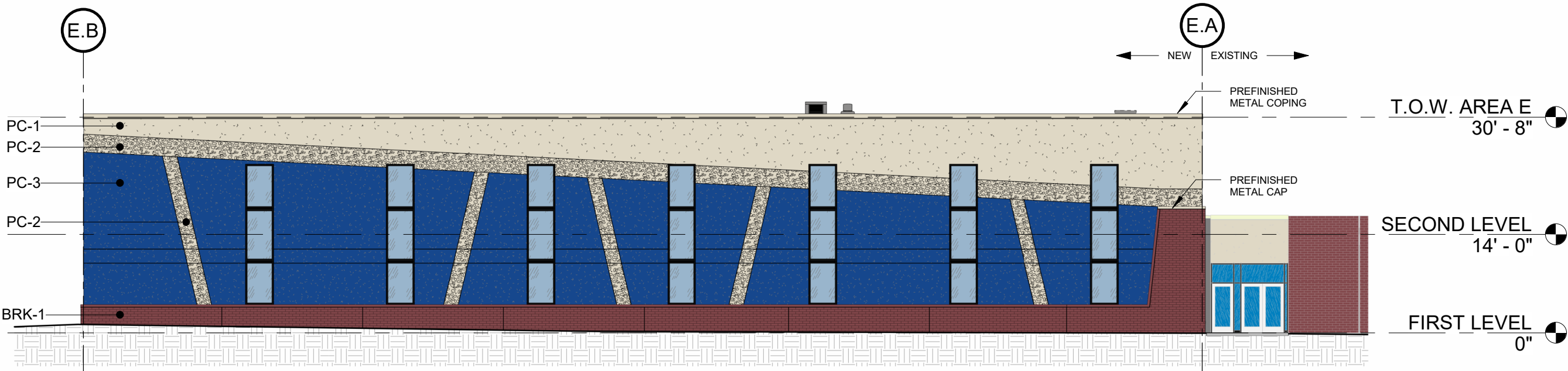
LIGHT SANDBLAST PRECAST WALL
PANEL STAINED TO MATCH SCHOOL BLUE



1 SOUTH ELEVATION - AREA E
SCALE: 1/16" = 1'-0"



2 NORTH ELEVATION - AREA E
SCALE: 1/16" = 1'-0"



3 EAST ELEVATION - AREA E
SCALE: 1/16" = 1'-0"



PROJECT LOCATION AND LOGISTICS MAP

PROJECT INFORMATION GENERAL NOTES

1. NOTIFY UTILITY PROVIDERS PRIOR TO BEGINNING ANY CONSTRUCTION ACTIVITIES AND COORDINATE WITH UTILITY PROVIDERS AS NECESSARY DURING CONSTRUCTION. CONTRACTOR IS RESPONSIBLE FOR DETERMINING EXISTENCE, EXACT LOCATION, AND DEPTH OF ALL UTILITIES. PROTECT ALL UTILITY LINES AND STRUCTURES NOT SHOWN FOR REMOVAL OR MODIFICATION. ANY DAMAGES TO UTILITY ITEMS NOT SHOWN FOR REMOVAL OR MODIFICATION SHALL BE REPAIRED TO THE UTILITY OWNER'S SPECIFICATIONS AT THE CONTRACTOR'S EXPENSE.
2. CONSTRUCTION OF ALL STREET AND UTILITY IMPROVEMENTS SHALL CONFORM TO THE 2024 URBAN STANDARD SPECIFICATIONS FOR PUBLIC IMPROVEMENTS AND THE SOILS REPORTS PREPARED BY OTHERS.
3. LENGTH OF UTILITIES SHOWN ON PLANS ARE DIMENSIONED FROM CENTERLINE OF STRUCTURE TO CENTERLINE OF STRUCTURE.
4. ALL TRAFFIC CONTROL SHALL BE PROVIDED IN ACCORDANCE WITH REQUIREMENTS SET FORTH IN THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD). WHEN CONSTRUCTION ACTIVITIES OBSTRUCT PORTIONS OF THE ROADWAY, FLAGGERS SHALL BE PROVIDED. FLAGGERS SHALL CONFORM TO THE MUTCD IN APPEARANCE, EQUIPMENT AND ACTIONS.
5. NOTIFY OWNER, ENGINEER, ARCHITECT, AND BONDURANT PUBLIC WORKS AT LEAST 48 HOURS PRIOR TO BEGINNING WORK.
6. CONSTRUCT MANHOLES AND APPURTENANCES AS WORK PROGRESSES. BACKFILL WITH SUITABLE MATERIAL AND COMPACT TO 95% MAXIMUM DENSITY.
7. IN THE EVENT OF A DISCREPANCY BETWEEN THE QUANTITY ESTIMATES AND THE DETAILED PLANS, THE DETAILED PLANS SHALL GOVERN.
8. ALL FIELD TILES ENCOUNTERED DURING CONSTRUCTION SHALL BE RECONNECTED AND NOTED ACCORDINGLY ON THE AS-BUILT DOCUMENTS.
9. DIMENSIONS, BUILDING LOCATION, UTILITIES AND GRADING OF THIS SITE ARE BASED ON AVAILABLE INFORMATION AT THE TIME OF DESIGN. DEVIATIONS MAY BE NECESSARY IN THE FIELD. ANY SUCH CHANGES OR CONFLICTS BETWEEN THIS PLAN AND FIELD CONDITIONS ARE TO BE REPORTED TO THE ARCHITECT/ENGINEER PRIOR TO STARTING CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR LAYOUT VERIFICATION OF ALL SITE IMPROVEMENTS PRIOR TO CONSTRUCTION.
10. CONTRACTOR TO LOAD AND TRANSPORT ALL MATERIALS CONSIDERED TO BE UNDESIRABLE TO BE INCORPORATED INTO THE PROJECT TO AN APPROVED OFF-SITE WASTE SITE.
11. CONTRACTOR TO STRIP AND STOCKPILE TOPSOIL FROM ALL AREAS TO BE CUT OR FILLED. RESPREAD TO MINIMUM 8" DEPTH TO FINISH GRADES.
12. ALL PROPOSED CONTOURS AND SPOT ELEVATIONS SHOWN ARE FINISHED GRADES AND/OR TOP OF PAVING SLAB (GUTTER), UNLESS OTHERWISE NOTED.
13. THE CONTRACTOR IS RESPONSIBLE FOR CLEANING DIRT AND DEBRIS FROM NEIGHBORING STREETS, DRIVEWAYS, AND SIDEWALKS CAUSED BY CONSTRUCTION ACTIVITIES IN A TIMELY MANNER.
14. THE ADJUSTMENT OF ANY EXISTING UTILITY APPURTENANCES TO FINAL GRADE IS CONSIDERED INCIDENTAL TO THE SITE WORK.
15. THE CONTRACTOR SHALL BE RESPONSIBLE FOR INSTALLING EROSION CONTROL MEASURES AS NECESSARY. CONTRACTOR SHALL ALSO BE RESPONSIBLE FOR MAINTAINING ANY EXISTING EROSION CONTROL MEASURES ON SITE AT TIME OF CONSTRUCTION. GRADING AND SOIL EROSION CONTROL CODE REQUIREMENTS SHALL BE MET BY CONTRACTOR. A GRADING PERMIT IS REQUIRED FOR THIS PROJECT.
16. CONTRACTOR TO COORDINATE NATURAL GAS, ELECTRICAL, TELEPHONE AND ANY OTHER FRANCHISE UTILITY SERVICES WITH UTILITY SERVICE PROVIDER, POLK COUNTY, AND THE OWNER PRIOR TO CONSTRUCTION.
17. CONTRACTOR TO VERIFY ALL UTILITY CROSSINGS AND MAINTAIN MINIMUM 18" VERTICAL AND HORIZONTAL CLEARANCE BETWEEN UTILITIES. CONTRACTOR TO COORDINATE UTILITY ROUTING TO BUILDING AND VERIFY CONNECTION LOCATIONS AND INVERTS PRIOR TO CONSTRUCTION.

LEGAL DESCRIPTION

DEED BOOK 10744 PAGE 687
THE SOUTH 50 ACRES LOCATED IN THE WEST 1/2 OF THE NORTHWEST 1/4, LESS 3.56 ACRES ROAD IN SECTION 30, TOWNSHIP 80 NORTH, RANGE 22 WEST OF THE 5TH P.M., POLK COUNTY, IOWA, SAID TRACT OF LAND BEING SUBJECT TO AND TOGETHER WITH ANY AND ALL EASEMENTS OF RECORD, SAID TRACT OF LAND CONTAINS 49.99 ACRES OF LAND MORE OR LESS BY SURVEY.

PROPERTY ADDRESS

1000 GRANT ST N
BONDURANT, IA 50035

OWNER/APPLICANT
BONDURANT-FARRAR COMMUNITY SCHOOL DISTRICT
300 GARFIELD ST SW
BONDURANT, IA 50035

LAND USE DESIGNATION : R-2

MEDIUM DENSITY RESIDENTIAL
BUILDING SETBACKS
FRONT YARD = FIFTY (50) FEET
SIDE YARD = FIFTY (50) FEET ON EACH SIDE
REAR YARD = FIFTY (50) FEET

OPEN SPACE REQUIREMENTS

OPEN SPACE PROVIDED > 50%

IMPERVIOUS SURFACE

EXISTING IMPERVIOUS SURFACE = 338,000± SF
PROPOSED IMPERVIOUS SURFACE ADDED = 116,000± SF
PROPOSED TOTAL IMPERVIOUS SURFACE = 454,000 SF

BUILDING DESCRIPTION

FIRST FLOOR AREA = 11,900 SF
SECOND FLOOR AREA = 11,800 SF
TOTAL GRASS AREA = 23,700 SF
PROPOSED BUILDING HEIGHT = 30'-9"

PARKING REQUIREMENTS

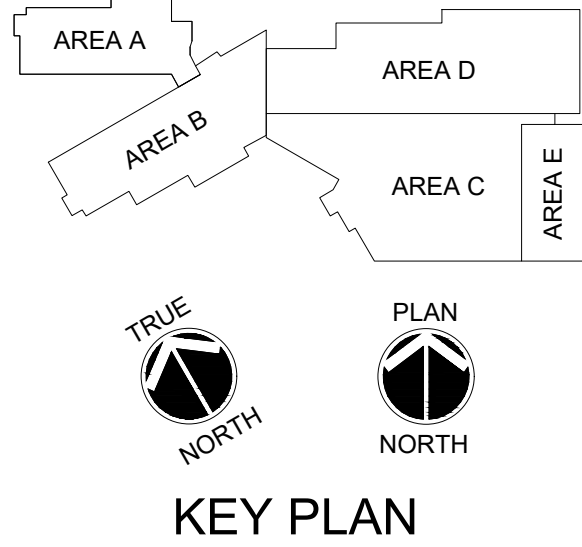
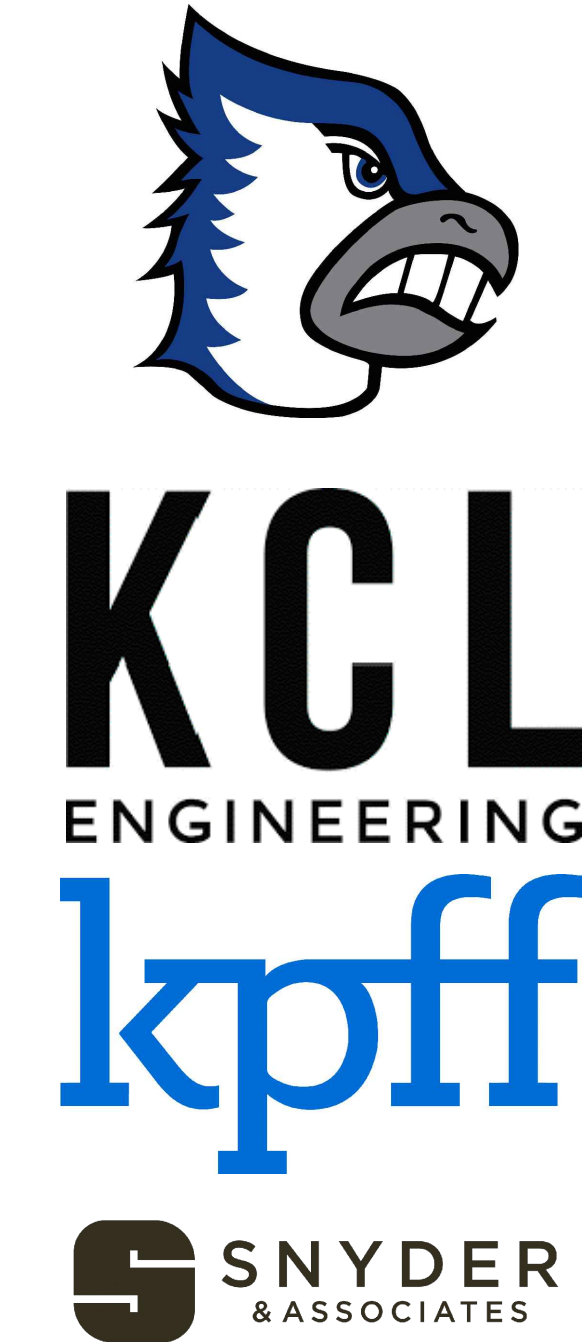
EXISTING PARKING FOR HIGH SCHOOL BUILDING
WEST LOT =123 STALLS
FRONT DROP OFF =27 STALLS
SOUTH LOT =280 STALLS
NORTH LOT =87 STALLS
2023 SOUTH PARKING ADDITION =29 STALLS
EAST STADIUM =111 STALLS
TOTAL EXISTING =537 STALLS
PROPOSED HIGH SCHOOL ADDITION =31 STALLS
TOTAL =568 STALLS

ACCESSIBLE PARKING REQUIRED FOR HIGH SCHOOL BUILDING
2% OF 568 =12 STALLS REQUIRED

EXISTING ACCESSIBLE PARKING FOR HIGH SCHOOL BUILDING
WEST LOT =1 STALL
FRONT DROP OFF =3 STALLS
SOUTH LOT =9 STALLS
NORTH LOT =17 STALLS
TOTAL EXISTING =17 STALLS

PARKING REQUIRED FOR STADIUM ACTIVITY
HOME BLEACHERS =1,482 SEATS
VISITOR BLEACHER =496 SEATS
TOTAL =1,978 SEATS

STADIUM PARKING REQUIRED
1 STALL PER 8 SEATS =247 STALLS
ACCESSIBLE PARKING REQUIRED =7 STALLS (STADIUM)
ACCESSIBLE PARKING PROPOSED =8 STALLS (STADIUM)



BONDURANT FARRAR HIGH SCHOOL RELATED ARTS ADDITION

1000 GRANT ST N
BONDURANT, IA 50035

ISSUANCE

CD PROGRESS SE
02/02/2024

REVISIONS

NOT FOR CONSTRUCTION

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PROJECT INFORMATION

C100

1466 28th Street, Suite 200 | West Des Moines, Iowa 50266 | 515.327.5990

LEGEND

FEATURES EXISTING

Spot Elevation	1225.25
Contour Elevation	1225.25
Fence (Barbed, Field, Hog)	
Fence (Chain Link)	
Fence (Wood)	
Fence (Silt)	
Tree Line	
Tree Stump	
Deciduous Tree \ Shrub	
Coniferous Tree \ Shrub	
Communication	
Overhead Communication	
Fiber Optic	
Underground Electric	
Overhead Electric	
Gas Main with Size	
High Pressure Gas Main with Size	
Water Main with Size	
Sanitary Sewer with Size	
Duct Bank	
Test Hole Location for SUE w/ID	

(*) Denotes the survey quality service level for utilities

Sanitary Manhole	
Storm Sewer with Size	
Storm Manhole	
Single Storm Sewer Intake	
Double Storm Sewer Intake	
Fire Hydrant	
Fire Hydrant on Building	
Water Main Valve	
Water Service Valve	
Well	
Utility Pole	
Guy Anchor	
Utility Pole with Light	
Utility Pole with Transformer	
Street Light	
Yard Light	
Electric Box	
Electric Transformer	
Traffic Sign	
Communication Pedestal	
Communication Manhole	
Communication Handhole	
Fiber Optic Manhole	
Fiber Optic Handhole	
Gas Valve	
Gas Manhole	
Gas Apparatus	
Fence Post or Guard Post	
Underground Storage Tank	
Above Ground Storage Tank	
Sign	
Satellite Dish	
Mailbox	
Sprinkler Head	
Irrigation Control Valve	

UTILITY QUALITY SERVICE LEVELS

QUALITY LEVELS OF UTILITIES ARE SHOWN IN THE PARENTHESES WITH THE UTILITY TYPE AND WHEN APPLICABLE, SIZE. THE QUALITY LEVELS ARE BASED ON THE C/ASCE 38-02 STANDARD. QUALITY LEVEL (D) INFORMATION IS DERIVED FROM EXISTING UTILITY RECORDS OR ORAL RECOLLECTIONS. QUALITY LEVEL (C) INFORMATION IS OBTAINED BY SURVEYING AND PLOTTING VISIBLE ABOVE-GROUND UTILITY FEATURES AND USING PROFESSIONAL JUDGMENT IN CORRELATING THIS INFORMATION WITH QUALITY D INFORMATION. QUALITY LEVEL (B) INFORMATION IS OBTAINED THROUGH THE APPLICATION OF APPROPRIATE SURFACE GEOPHYSICAL METHODS TO DETERMINE THE EXISTENCE AND APPROXIMATE HORIZONTAL POSITION OF SUBSURFACE UTILITIES. QUALITY LEVEL (A) IS HORIZONTAL AND VERTICAL POSITION OF UNDERGROUND UTILITIES OBTAINED BY ACTUAL EXPOSURE OR VERIFICATION OF PREVIOUSLY EXPOSED SUBSURFACE UTILITIES, AS WELL AS THE TYPE, SIZE, CONDITION, MATERIAL, AND OTHER CHARACTERISTICS.

UTILITY WARNING

THE UTILITIES SHOWN HAVE BEEN LOCATED FROM FIELD SURVEY INFORMATION AND/OR RECORDS OBTAINED. THE SURVEYOR MAKES NO GUARANTEE THAT THE UTILITIES OR SUBSURFACE FEATURES SHOWN COMPRISE ALL SUCH ITEMS IN THE AREA, EITHER IN SERVICE OR ABANDONED. THE SURVEYOR FURTHER DOES NOT WARRANT THAT THE UTILITIES OR SUBSURFACE FEATURES SHOWN ARE IN THE EXACT LOCATION INDICATED EXCEPT WHERE NOTED AS QUALITY LEVEL A.

UTILITY CONTACT INFORMATION

UTILITY CONTACT FOR MAPPING INFORMATION SHOWN AS RECEIVED FROM THE IOWA ONE CALL DESIGN REQUEST SYSTEM, TICKET NUMBER 552305640.

CLEAR PER MAP	MIDAMERICAN ENERGY JAIME NEER 515-252-6872 MECCOSMISSIONLOCATES@MIDAMERICAN.COM
ST1-STORM SEWER S1-SANITARY SEWER W1-WATER MAIN	BONDURANT, CITY OF PATRICK COLLISON 515-971-6856 PCOLLISON@CITYOFBONDURANT.COM
NO RESPONSE	MI-FIBER JUSTIN MILLER 515-897-8802 JMILLER@MI-FIBER.NET
NO RESPONSE	MEDIA COM JERRY BROUGHTON 845-887-2521 JBROUGHTON@MEDIACOMCC.COM
CLEAR PER MAP	SOUTHEAST POLK RURAL WATER DISTRICT ED CLARK 515-323-6244 ONECALLMAPS@DMWW.COM

CONTROL POINTS

IOWA REGIONAL COORDINATE SYSTEM ZONE 8 (IA-AMES-DSM) NAD83(2011)(EPOCH 2010.00) IARTN DERIVED - US SURVEY FEET	
CP110	N=7532243.27 E=18568371.62 Z=974.44 FOUND 1/2" REBAR WITH RED PLASTIC SNYDER CONTROL CAP LOCATED +/-2' SE OF CORNER PARKING.
CP115	N=7532542.25 E=18568430.04 Z=969.86 SET CUT "X" LOCATED EAST OF SQUARE INTAKE SW OF LIGHTPOLE AND +/-125' WEST OF SE CORNER SCHOOL. (AS SHOWN ON SURVEY)
CP116	N=7532667.25 E=18568696.17 Z=970.65 SET CUT "X" ON TOP CURB LOCATED WEST SIDE OF DRIVE, WEST OF BLEACHERS, AND AT SE CORNER CONCRETE PAD LOCATED +/-100' SOUTH OF NE CORNER SCHOOL. (AS SHOWN ON SURVEY)
CP117	N=7532479.66 E=18568561.21 Z=972.63 FOUND CUT "X" IN SIDEWALK LOCATED SOUTH OF STORM MANHOLE, SW OF GATE. (AS SHOWN ON SURVEY)

BENCHMARKS

NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD83 - GEOID12A) IARTN DERIVED - US SURVEY FEET	
BM501	N=7532140. E=18568813. Z=975.17 BURY BOLT ON HYDRANT LOCATED SOUTH SIDE OF SOUTH ENTRANCE.

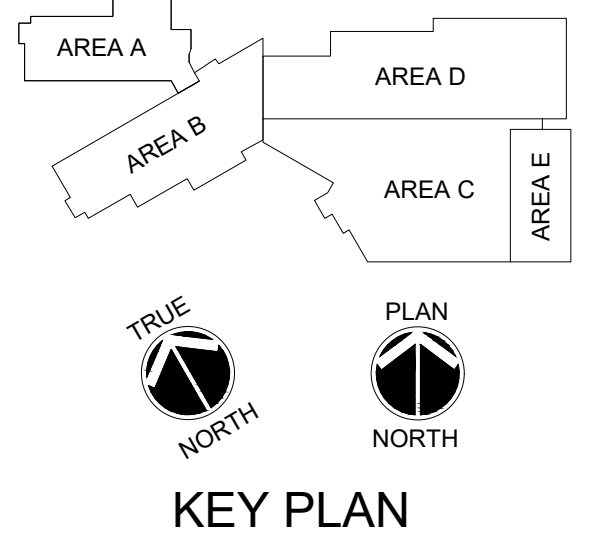
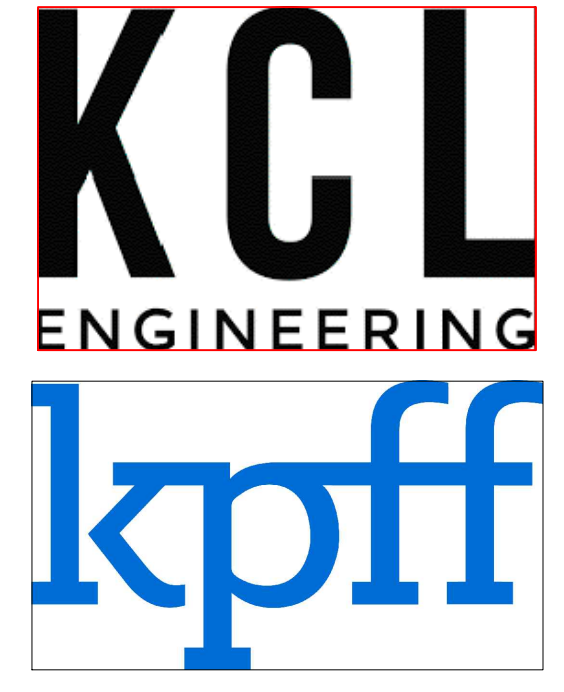
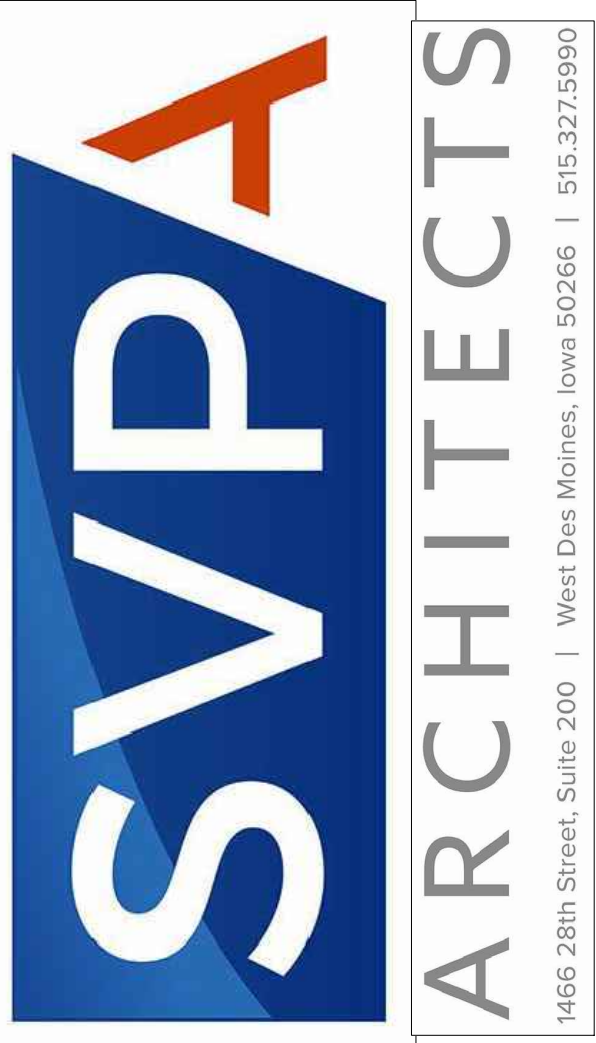
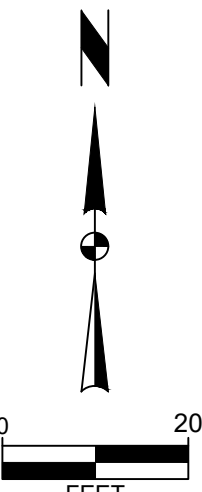
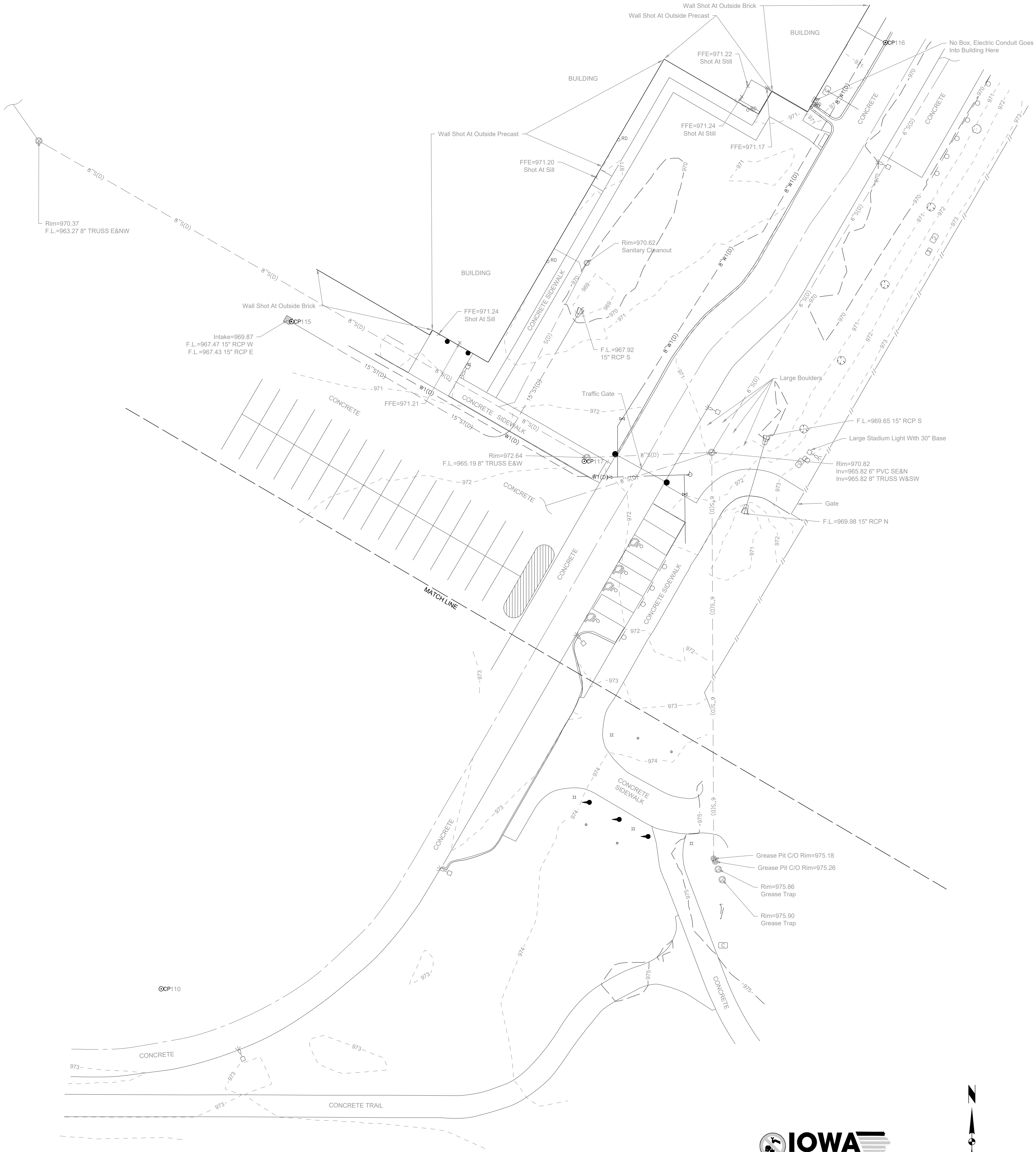
DATE OF SURVEY

SEPTEMBER 20, 2023

SURVEY NOTES

- BUILDING LINES AND CORNERS ARE FOR USE IN PREPARING CIVIL SITE PLAN DOCUMENTS. BUILDING CORNERS AND BUILDING LINES SHOULD BE SPECIFICALLY VERIFIED, AS NECESSARY, PRIOR TO DESIGN FOR CONSTRUCTION OF ANY PROPOSED EXPANSION OR CONNECTION OF BUILDING COMPONENTS.
- FOR CLARITY PURPOSES, SURVEY SPOT ELEVATIONS ARE NOT SHOWN ON THIS SURVEY, BUT ARE CONTAINED WITHIN THE DIGITAL CADD FILES.
- FOR THE PURPOSE OF THIS SURVEY, STORM SEWER, SANITARY SEWER AND WATER MAIN LINES ARE ASSUMED TO FOLLOW A STRAIGHT LINE FROM STRUCTURE TO STRUCTURE.
- UTILITY SERVICE LINES TO BUILDINGS ARE APPROXIMATE ONLY. AN INTERNAL BUILDING INVESTIGATION, EXCAVATION AND/OR SUBSURFACE LOCATING/DESIGNATING WOULD NEED TO BE PERFORMED TO DETERMINE THE LOCATION OF SERVICES ENTERING THE BUILDING.
- UNDERGROUND PIPE MATERIALS AND SIZES ARE BASED UPON VISIBLE EVIDENCE VIEWED FROM ACCESS MANHOLES/STRUCTURES. DUE TO THE CONFIGURATION AND/OR CONSTRUCTION OF THE STRUCTURE, IT MAY BE DIFFICULT TO ACCURATELY DETERMINE THE PIPE MATERIAL AND/OR SIZE. THE SURVEYOR WILL USE THEIR JUDGMENT AND EXPERIENCE TO ATTEMPT TO DETERMINE, BUT COMPLETE ACCURACY CANNOT BE GUARANTEED.
- BOUNDARY LINES SHOWN ON THE EXISTING SITE SURVEY ARE TO FACILITATE DESIGN OR CONCEPT NEEDS AND ENABLE CREATION OF SAID CONSTRUCTION DOCUMENTS. THESE LINES DO NOT CONSTITUTE A CERTIFIED BOUNDARY SURVEY AND MISSING MONUMENTS WILL NOT BE SET.

EXISTING SITE SURVEY



BONDURANT FARRAR HIGH SCHOOL RELATED ARTS ADDITION

1000 GRANT ST N
BONDURANT, IA 50035

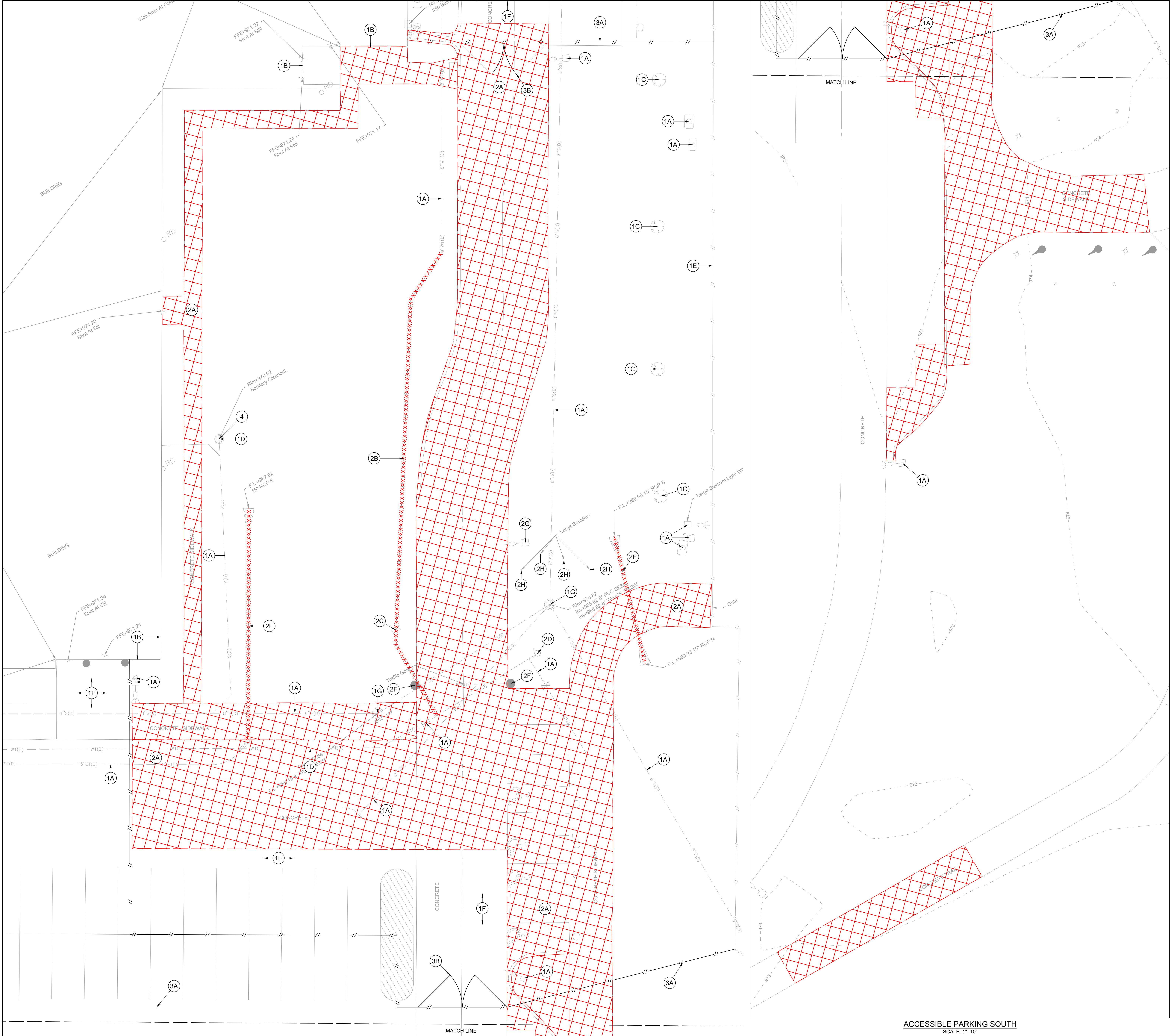
ISSUANCE

CD PROGRESS SET
02/02/2024

REVISION:

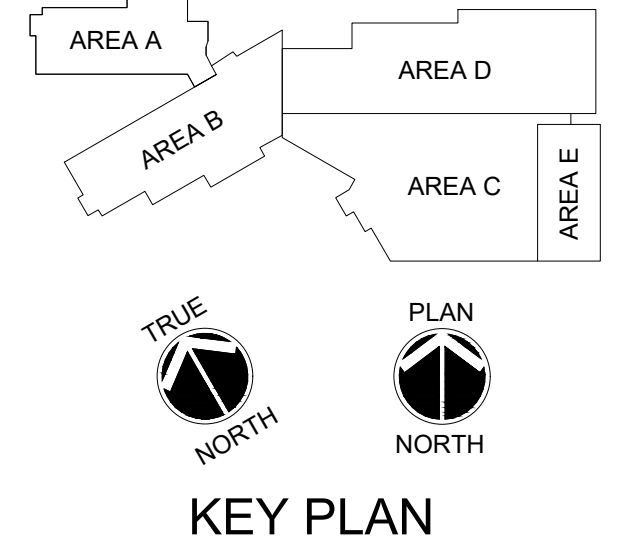
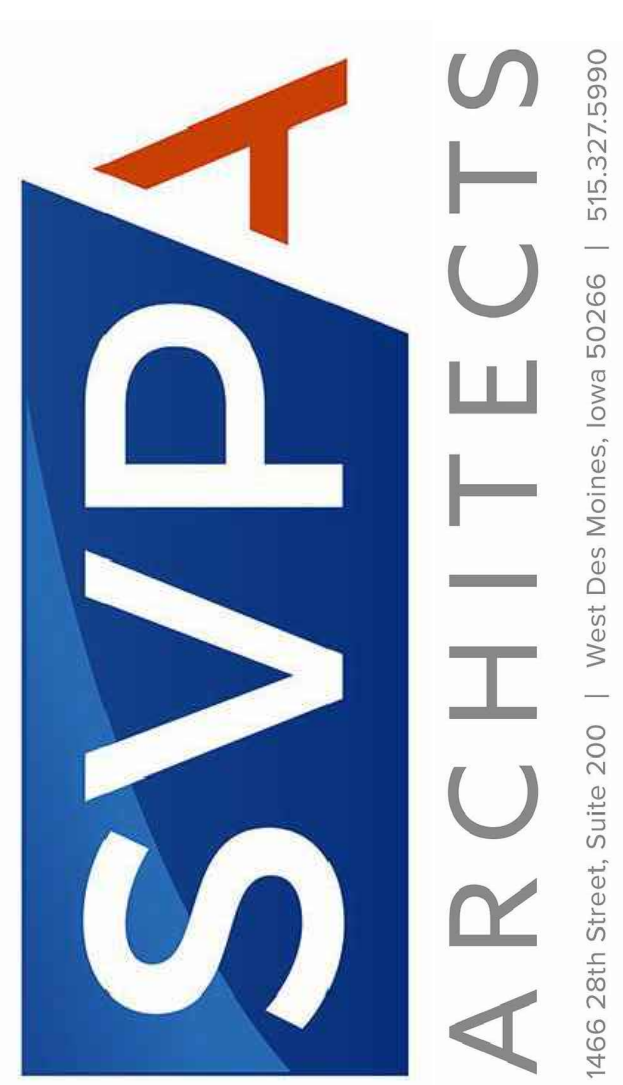
NOT FOR CONSTRUCTION

23067
EXISTING SITE CONDITIONS
C101



- DEMOLITION SCHEDULE GENERAL NOTE**
A. CONTRACTOR TO COORDINATE ALL ASPECTS OF SITE DEMOLITION AND CONSTRUCTION WITH THE CONSTRUCTION MANAGER AND THE SCHOOL DISTRICT.
- DEMOLITION PLAN CONSTRUCTION NOTES**
- EXISTING FEATURES. PROTECT THE FOLLOWING:
A. UTILITIES. CONTRACTOR TO VERIFY LOCATION OF ALL UTILITY SERVICE LINES PRIOR TO START OF FOOTING EXCAVATION AND CONSTRUCTION.
B. PROTECT EXISTING BUILDING DURING CONSTRUCTION.
C. EXISTING TREE AND LANDSCAPING.
D. EXISTING CLEANOUT TO BE RELOCATED AS PART OF INTERIOR PLUMBING PLAN (SEE INTERIOR PLUMBING PLAN).
E. EXISTING STADIUM FENCING.
F. EXISTING PAVEMENT.
G. EXISTING SANITARY MANHOLE TO BE ADJUSTED TO FINISH GRADE. (SEE UTILITY PLAN).
 - EXISTING FEATURES. REMOVE THE FOLLOWING:
A. SAW-CUT AND REMOVE CONCRETE TO FULL-DEPTH. MARK REMOVAL LIMITS IN FIELD FOR APPROVAL.
B. EXISTING 8" WATER MAIN TO BE RELOCATED OUTSIDE BUILDING FOOTPRINT (SEE UTILITY PLAN).
C. REMOVE EXISTING 8" VALVE.
D. RELOCATE EXISTING HYDRANT ASSEMBLY. (SEE UTILITY PLAN).
E. REMOVE EXISTING STORM SEWER, FES AND FOOTING.
F. ACCESS CONTROL, GATE. REMOVE POST AND FOOTING AND RESET ON THE NEW ACCESS ROAD (SEE DIMENSION PLAN FOR FINAL LOCATION).
G. REMOVE AND RELOCATE EXISTING LIGHT POLE BASE AND ELECTRICAL SERVICE. SEE SHEET C200 FOR NEW LIGHT POLE LOCATION.
H. REMOVE EXISTING BOULDER AND RELOCATE TO AN OWNER SELECTED LOCATION NEAR THE STADIUM.
 - PROPOSED TEMPORARY FEATURES. PROVIDE THE FOLLOWING:
A. CONSTRUCTION STAGING AREA. SURROUND WITH SECURITY FENCING AS NEEDED (APPROX. 150'X100'). ADJUST FENCE LOCATION AS NEEDED DURING THE DURATION OF THE PROJECT.
B. CONTRACTOR'S GATE.
 - ADJUST SANITARY SEWER STRUCTURE AS NEEDED IN COORDINATION WITH ARCHITECTURE & MECHANICAL PLANS.

- DEMOLITION LEGEND**
- PAVEMENT REMOVAL (PCC OR ASPHALT)
 - UTILITY REMOVAL



BONDURANT FARRAR HIGH SCHOOL RELATED ARTS ADDITION

1000 GRANT ST N
BONDURANT, IA 50035

ISSUANCE

CD PROGRESS SE
02/02/2024

REVISIONS

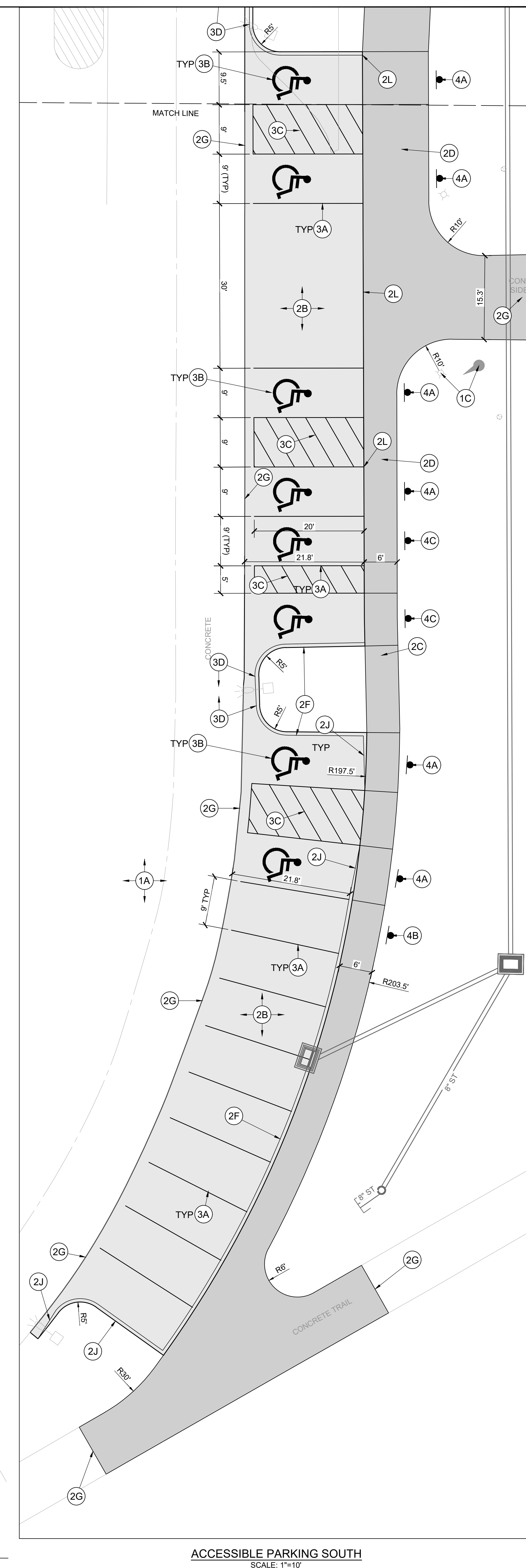
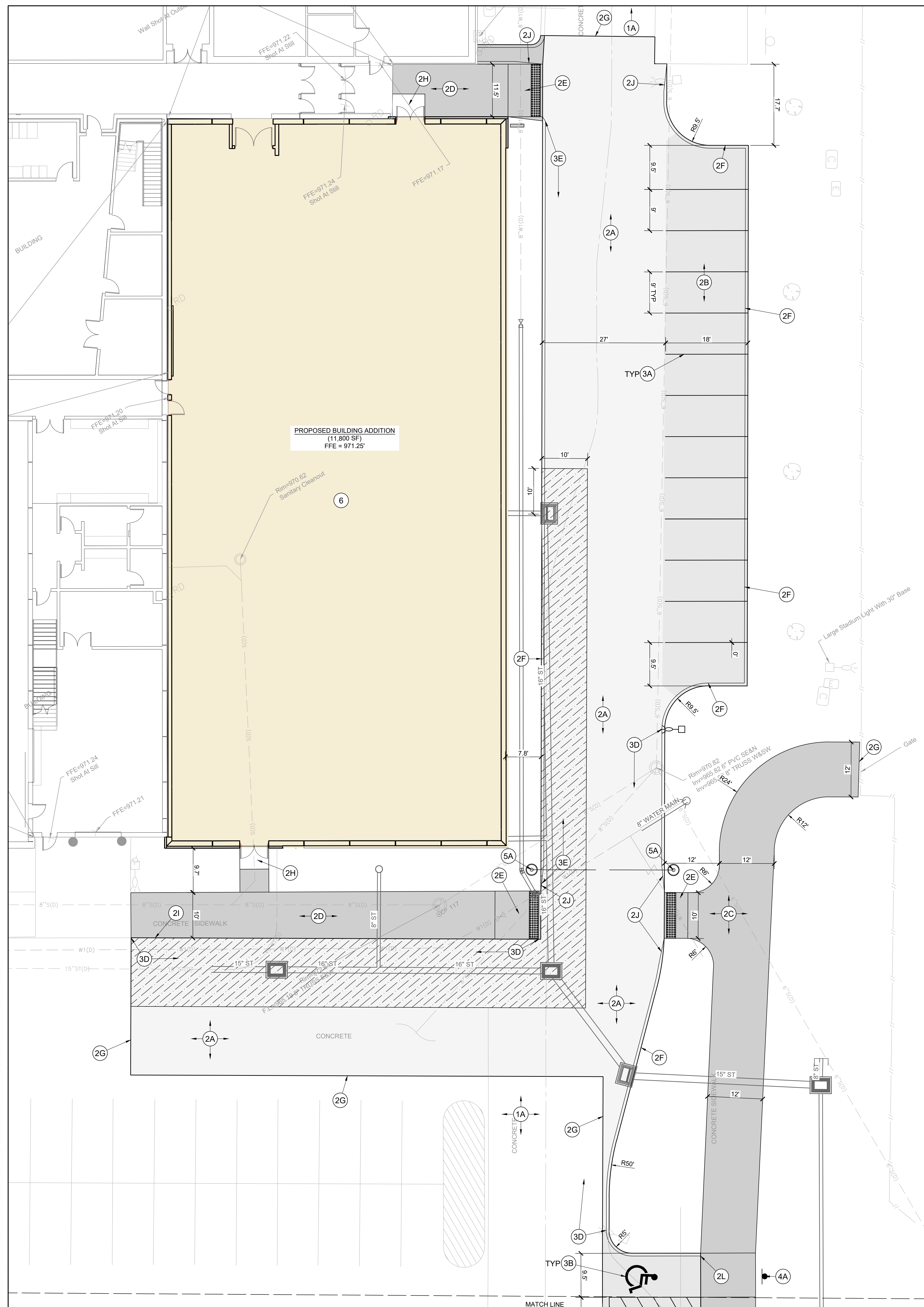
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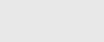
DEMOLITION PLAN

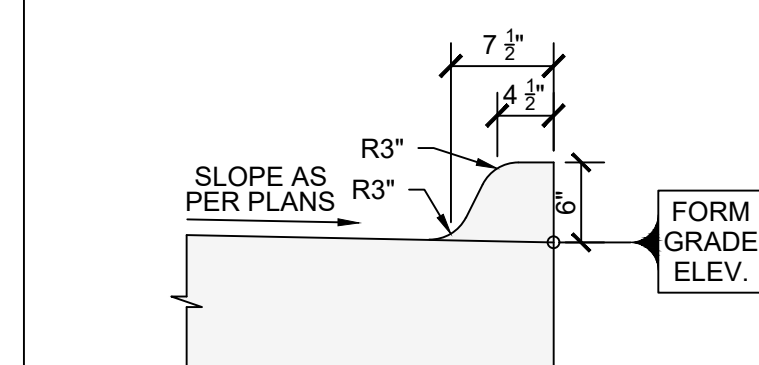
C200



- ## DIMENSION PLAN CONSTRUCTION NOTES
1. EXISTING FEATURES. PROTECT THE FOLLOWING:
 - A. PAVEMENT TO REMAIN.
 - B. EXISTING UTILITIES. COORDINATE ANY RELOCATIONS OR ADJUSTMENTS WITH UTILITY SERVICE PROVIDER AS NECESSARY.
 - C. PROTECT EXISTING FLAG POLE AND UP LIGHTING.
 2. PAVEMENTS. PROVIDE THE FOLLOWING:
 - A. PCC DRIVES, 7" DEPTH PAVEMENT ON 12" PREPARED SUBGRADE COMPACTED TO 95% STANDARD PROCTOR DENSITY.
 - B. PCC PARKING, 6" DEPTH PAVEMENT ON 12" PREPARED SUBGRADE COMPACTED TO 95% STANDARD PROCTOR DENSITY.
 - C. PCC SIDEWALKS, 5" DEPTH PAVEMENT.
 - D. SIDEWALK SIDEWALK AND CURBS. SEE DETAIL ON THIS SHEET.
 - E. PEDESTRIAN RAMP WITH A MAXIMUM SLOPE OF 8.33%. PROVIDE DETECTABLE WARNINGS WHERE SHOWN.
 - F. 6" STANDARD CURB. SEE DETAIL ON THIS SHEET.
 - G. CONNECT TO EXISTING PAVEMENT WITH SUDAS 15" STYLE JOINT.
 - H. PCC FROST FOOTING. SEE ARCHITECTURAL AND STRUCTURAL PLANS.
 - I. NO CURB
 - J. TAPER CURB TO 6" HEIGHT IN 6'.
 - K. PROVIDE CONCRETE REINFORCEMENT #4 BARS @ 5' O.C. EACH WAY.
 3. PAVEMENT MARKINGS. PROVIDE THE FOLLOWING:
 - A. 4" WIDE PAINTED PARKING STALL LINES.
 - B. PAINTED STATE OF IOWA APPROVED ACCESSIBLE PARKING SYMBOL.
 - C. ACCESSIBLE AISL, 45" STRIPING A3 ON CENTER SPACING WHERE SHOWN.
 - D. YELLOW PAINTED CURB FACE TO MATCH EXISTING PAINTED CURB.
 - E. PROVIDE RED PAINTED CURB FOR FIRE LANE.
 4. SIGNS. PROVIDE THE FOLLOWING:
 - A. PROVIDE VAN ACCESSIBLE PARKING SIGNAGE AS PER ADAAG REQUIREMENTS. FOUR SIGNS TO BE RELOCATED FROM THE DEMOLITION PLAN.
 - B. RESET SIGN "RESERVED B-F FOOTBALL PARK OF THE YEAR".
 - C. PROVIDE ACCESSIBLE PARKING SIGNAGE AS PER ADAAG REQUIREMENTS
 5. SITE AMENITIES. PROVIDE THE FOLLOWING:
 - A. RELOCATED ACCESS CONTROL GATE. PROVIDE NEW FOOTING FOR THE SIGN. COORDINATE WITH ELECTRICAL PLANS.
 6. SEE ARCHITECTURAL, MECHANICAL & ELECTRICAL PLANS FOR CONSTRUCTION.

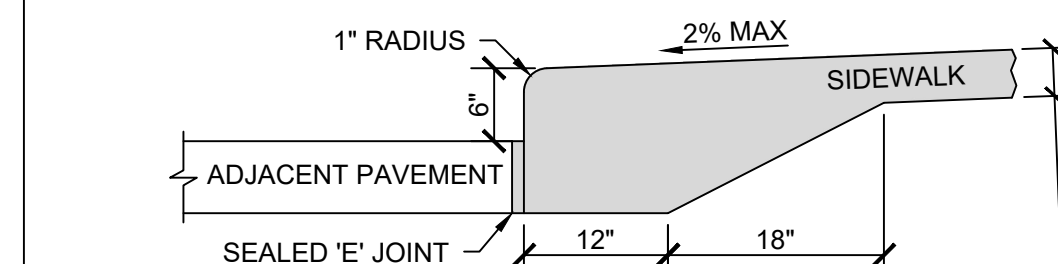
PAVEMENT LEGEND

- | | |
|---|------------------------------------|
|  | 5' PCC SIDEWALK |
|  | 6' PCC PAVEMENT |
|  | 7' PCC PAVEMENT |
|  | 7' PCC PAVEMENT WITH REINFORCEMENT |

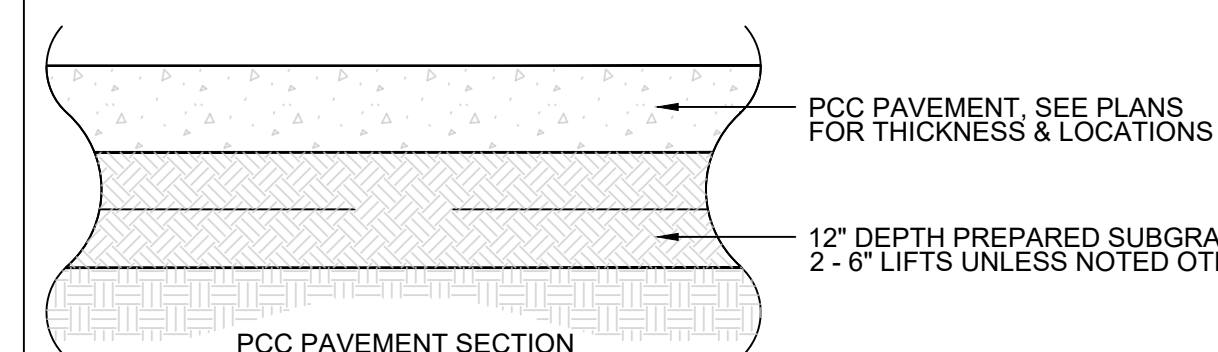


1
C300

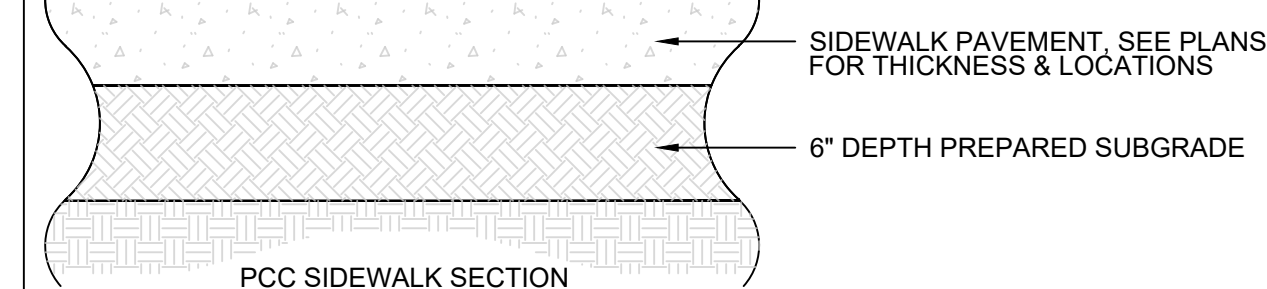
6-INCH STANDARD CURB
NO SCALE



2 INTEGRAL SIDEWALK AND CURB DETAIL
C300 NO SCALE



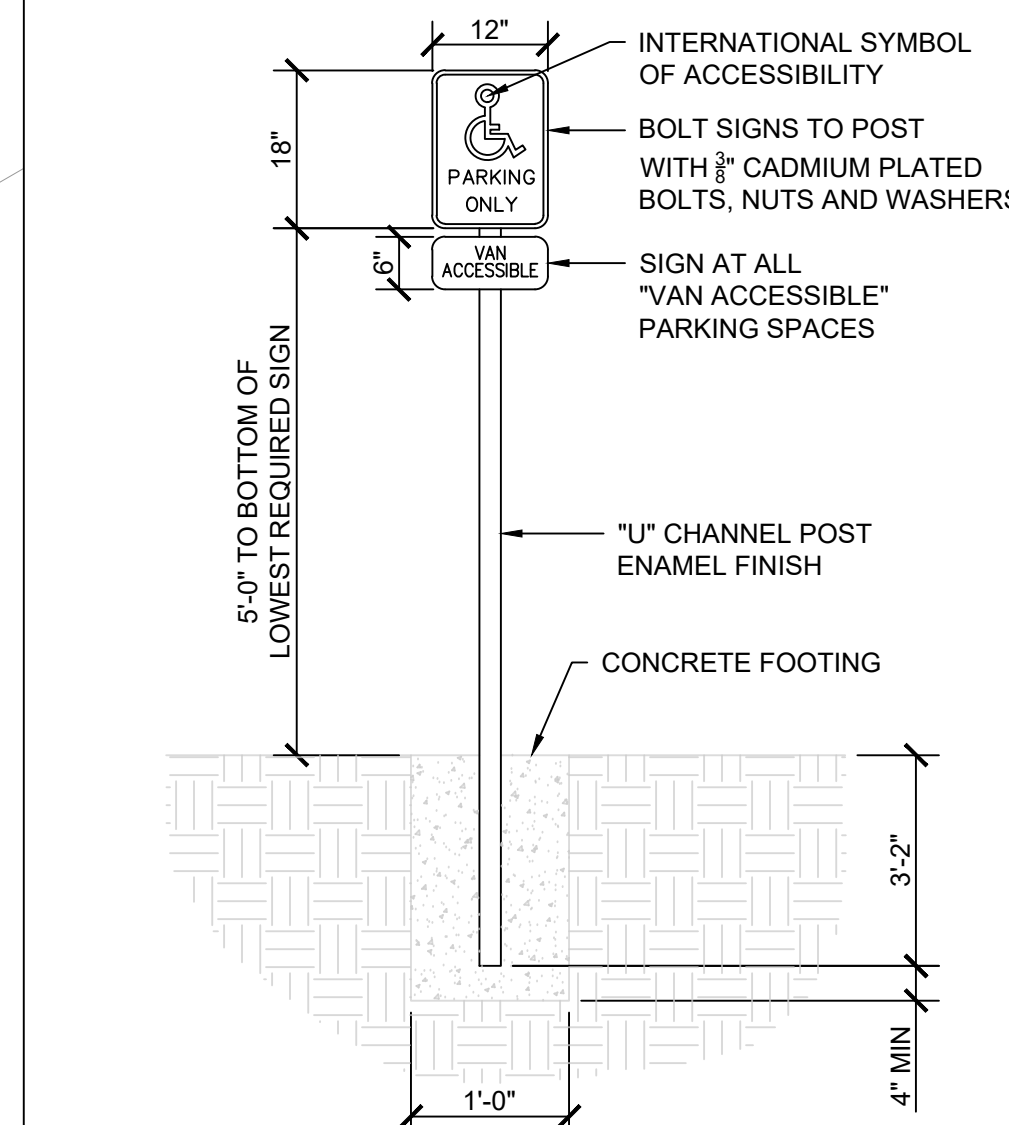
(_____)



3
G300

TYPICAL PAVEMENT CROSS SECTIONS

NO SCALE



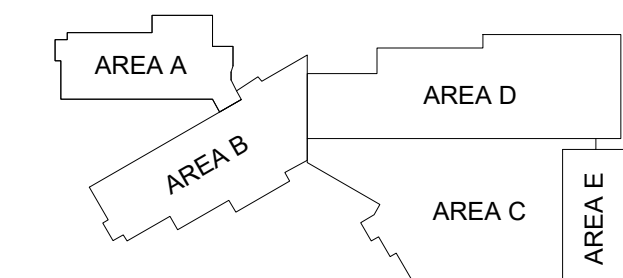
4 ACCESSIBLE PARKING SIGN



KCL
ENGINEERING
kpf



SNYDER
& ASSOCIATES



KEY PLAN

BONDURANT FARRAR HIGH SCHOOL RELATED ARTS ADDITION

1000 GRANT ST N
BONDURANT, IA 50035

ISSUANCE

CD PROGRESS SE
02/02/2024

REVISIONS

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11

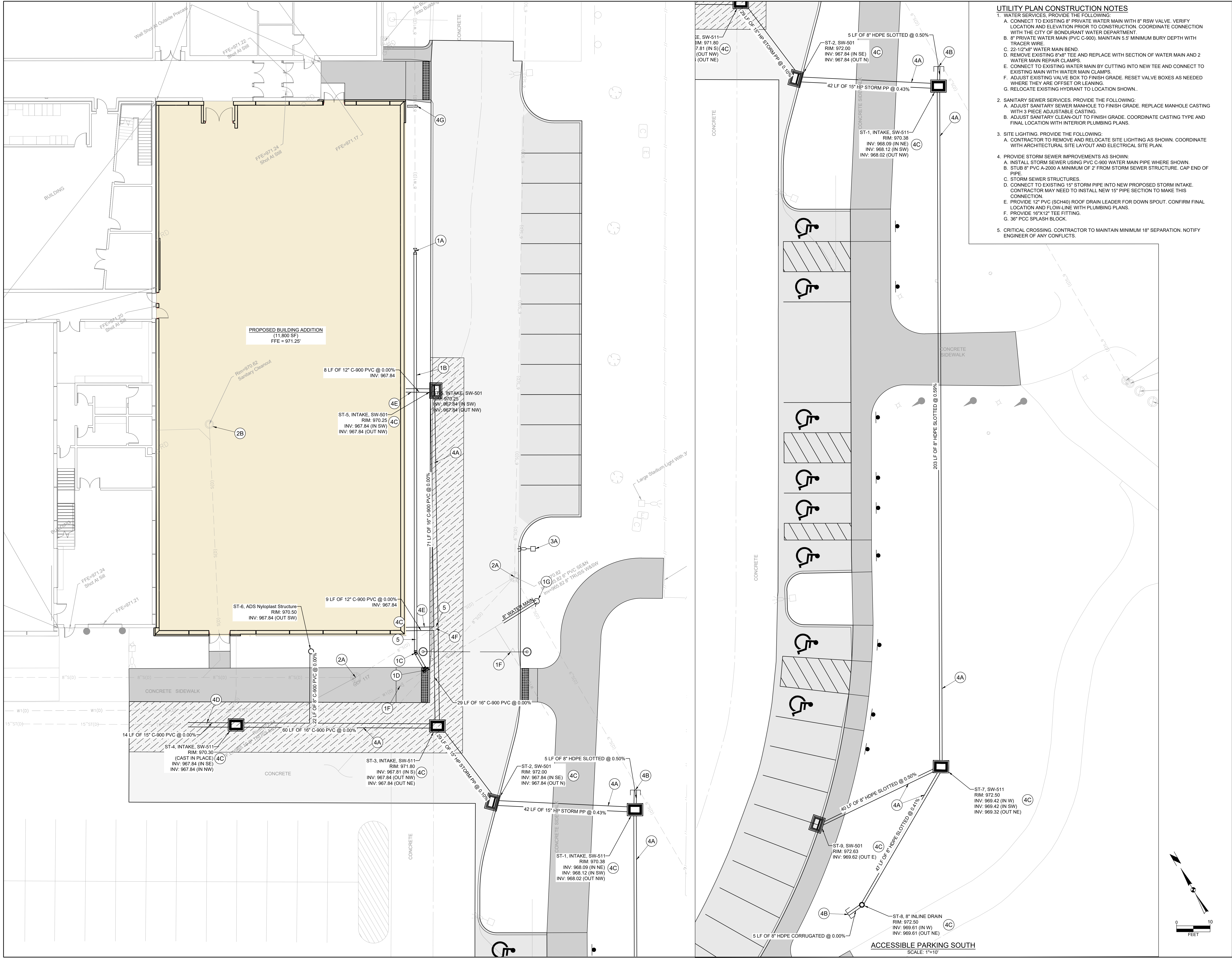
DIM

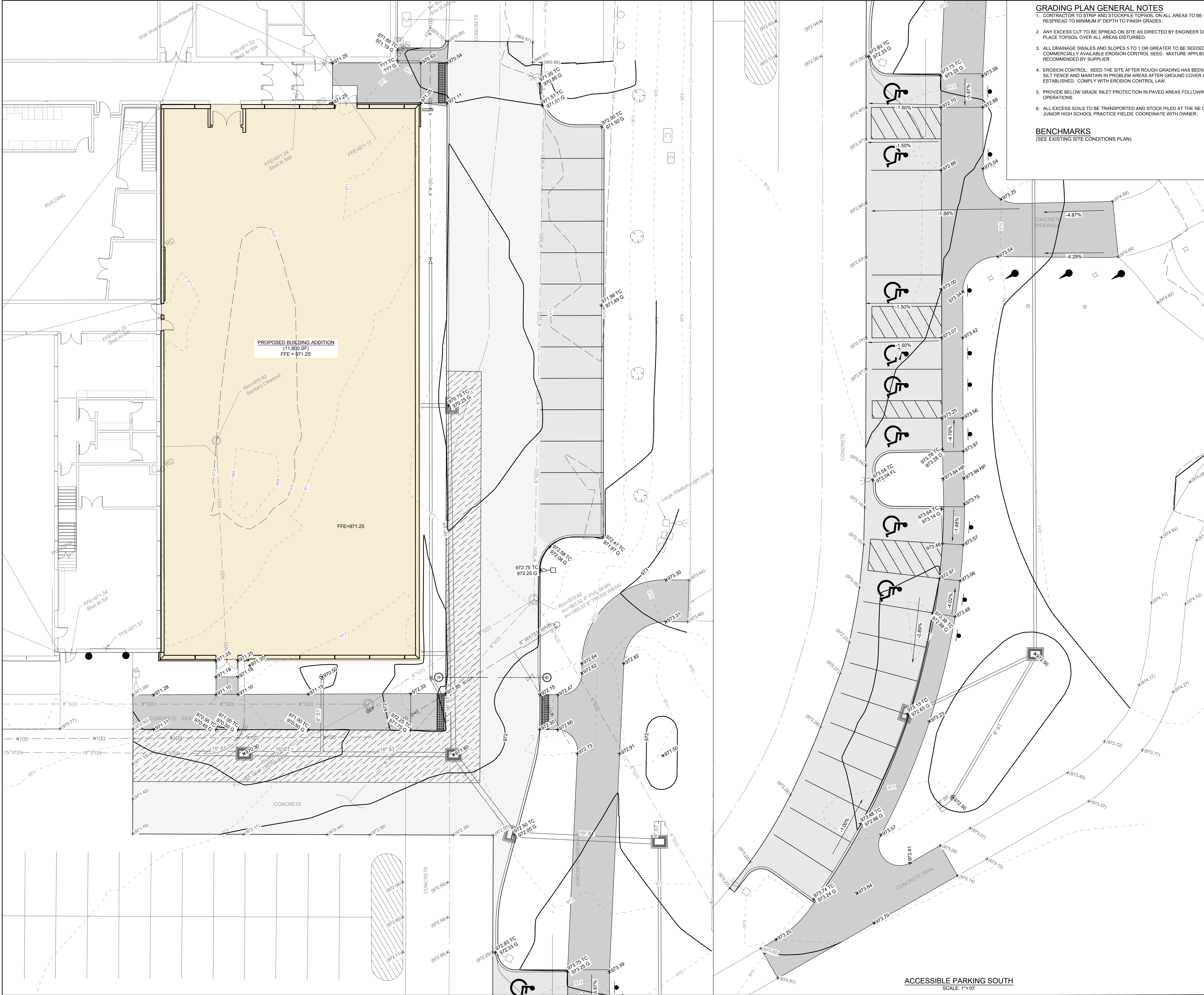
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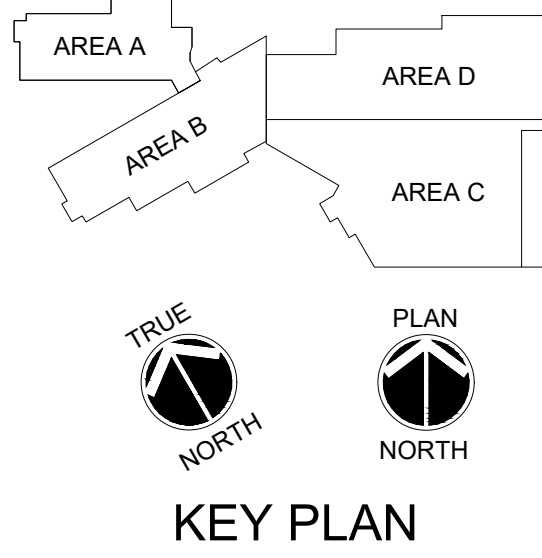




GRADING PLAN GENERAL NOTES

1. CONTRACTOR TO STRIP AND STOCKPILE TOPSOIL ON ALL AREAS TO BE CUT OR FILLED. RESPREAD TO MINIMUM 6" DEPTH TO FINISH GRADES.
2. ANY EXCESS CUT TO BE SPREAD ON SITE AS DIRECTED BY ENGINEER DURING CONSTRUCTION. PLACE TOPSOIL OVER ALL AREAS DISTURBED.
3. ALL DRAINAGE SWALES AND SLOPES 5 TO 1 OR GREATER TO BE SEEDING USING COMMERCIALY AVAILABLE EROSION CONTROL SEED. MIXTURE APPLIED AT RATE RECOMMENDED BY SUPPLIER.
4. EROSION CONTROL. SEED THE SITE AFTER ROUGH GRADING HAS BEEN COMPLETED. PLACE SILT FENCE AND MAINTAIN IN PROBLEM AREAS AFTER GROUND COVER HAS BEEN ESTABLISHED. COMPLY WITH EROSION CONTROL LAW.
5. PROVIDE BELOW GRADE INLET PROTECTION IN PAVED AREAS FOLLOWING PAVING OPERATIONS.
6. ALL EXCESS SOILS TO BE TRANSPORTED AND STOCK PILED AT THE NE CORNER OF THE JUNIOR HIGH SCHOOL PRACTICE FIELDS. COORDINATE WITH OWNER.

BENCHMARKS
(SEE EXISTING SITE CONDITIONS PLAN)



BONDURANT
FARRAR HIGH
SCHOOL
RELATED ARTS
ADDITION

1000 GRANT ST N
BONDURANT, IA 50035

ISSUANCE

CD PROGRESS SE
02/02/2024

REVISIONS

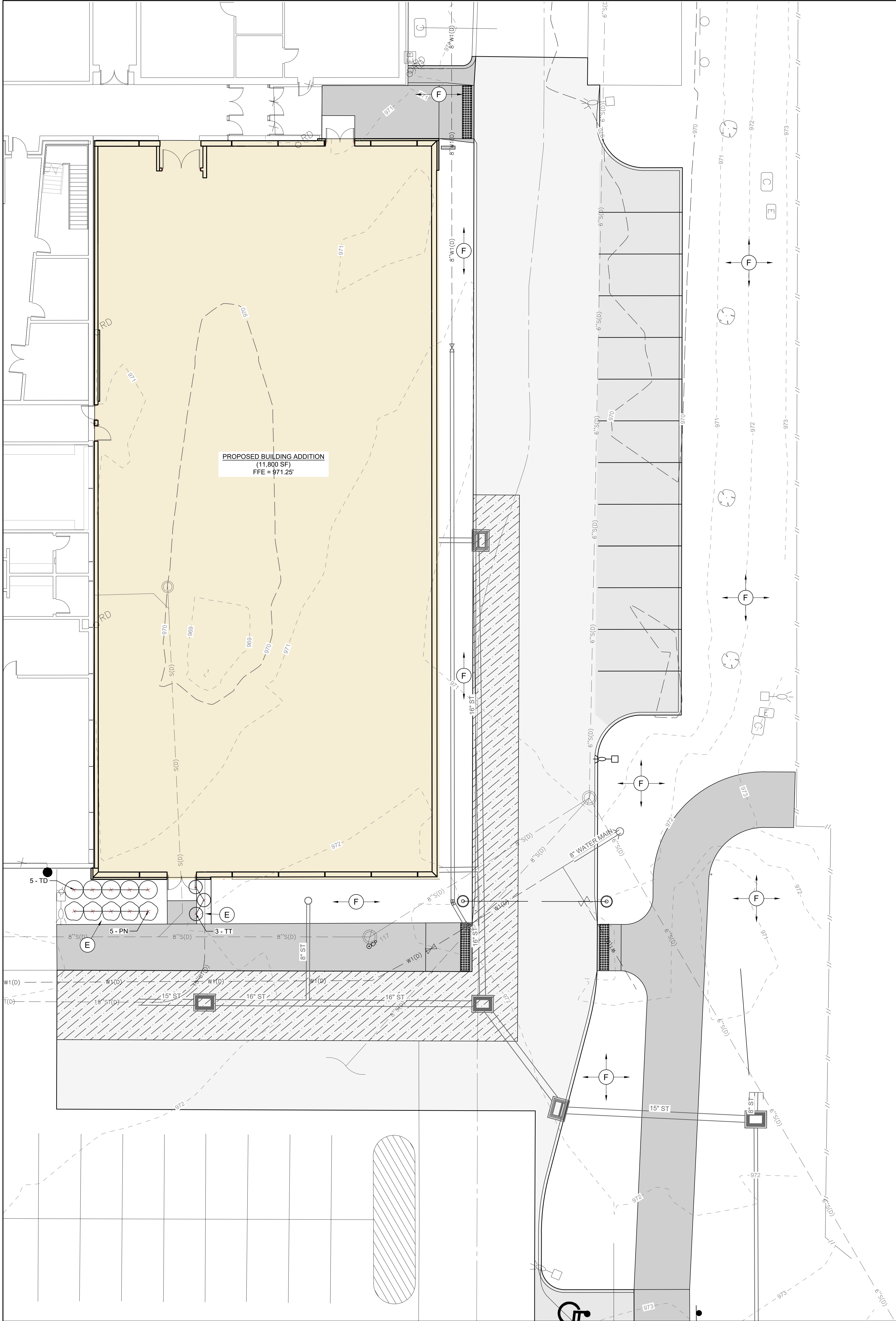
NOT FOR CONSTRUCTION

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23067

GRADING PLAN

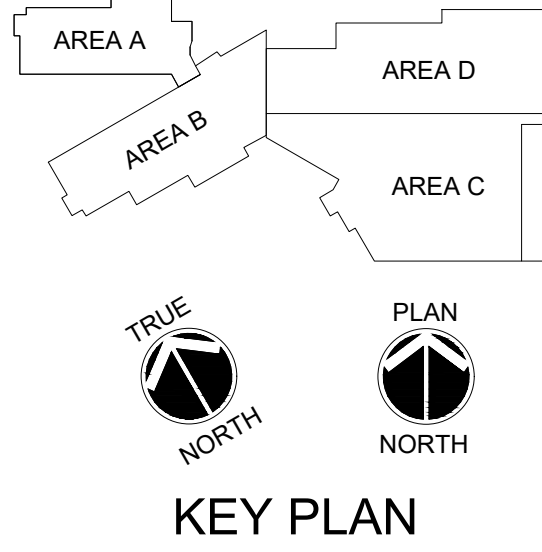
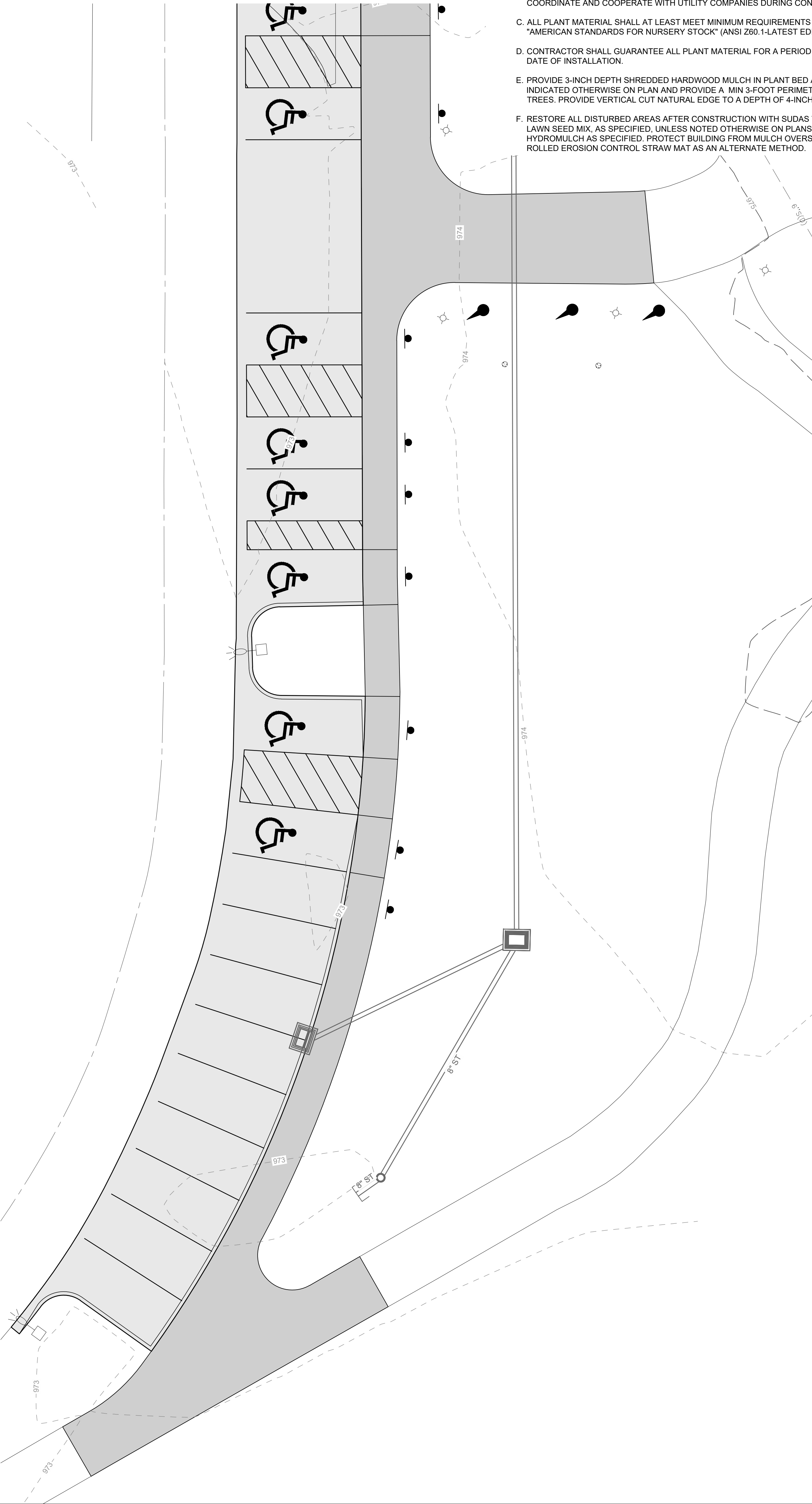
C500



PLANT SCHEDULE					
CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER
SHRUBS					
PN	5	Panicum virgatum 'Northwind'	Northwind Switch Grass	1.5' Ht.	Pot
TT	3	Taxus x media 'Tauntonii'	Taunton's Anglo-Japanese Yew	1.5' Ht.	Pot
TD	5	Thuja occidentalis 'Degroot's Spire'	Degroot's Spire Arborvitae	4' Ht.	Pot

LANDSCAPE PLAN CONSTRUCTION NOTES

- A. UTILITY WARNING:
THE UTILITIES SHOWN HAVE BEEN LOCATED FROM FIELD SURVEY INFORMATION AND/OR RECORDS OBTAINED. THE SURVEYOR MAKES NO GUARANTEE THAT THE UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. THE SURVEY FURTHER DOES NOT WARRANT THAT THE UTILITIES SHOWN ARE IN THE EXACT LOCATION INDICATED.
- B. NOTIFY UTILITY OWNERS PRIOR TO BEGINNING ANY CONSTRUCTION. CONTRACTOR IS RESPONSIBLE FOR DETERMINING EXISTENCE, EXACT LOCATION AND DEPTH OF ALL UTILITIES. AVOID DAMAGE TO UTILITIES AND SERVICES DURING CONSTRUCTION. ANY DAMAGE DUE TO THE CONTRACTOR'S CARELESSNESS SHALL BE CORRECTED AT THE CONTRACTOR'S EXPENSE. COORDINATE AND COOPERATE WITH UTILITY COMPANIES DURING CONSTRUCTION.
- C. ALL PLANT MATERIAL SHALL AT LEAST MEET MINIMUM REQUIREMENTS SHOWN IN THE "AMERICAN STANDARDS FOR NURSERY STOCK" (ANSI Z60.1-LATEST EDITION).
- D. CONTRACTOR SHALL GUARANTEE ALL PLANT MATERIAL FOR A PERIOD OF ONE YEAR FROM DATE OF INSTALLATION.
- E. PROVIDE 3-INCH DEPTH SHREDDED HARDWOOD MULCH IN PLANT BED AREAS UNLESS INDICATED OTHERWISE ON PLAN AND PROVIDE A MIN 3-FOOT PERIMETER RING AROUND ALL TREES. PROVIDE VERTICAL CUT NATURAL EDGE TO A DEPTH OF 4-INCHES.
- F. RESTORE ALL DISTURBED AREAS AFTER CONSTRUCTION WITH SUDAS TYPE 1 PERMANENT LAWN SEED MIX, AS SPECIFIED, UNLESS NOTED OTHERWISE ON PLANS. COVER WITH HYDROMULCH AS SPECIFIED. PROTECT BUILDING FROM MULCH OVERSPRAY OR USE A ROLLED EROSION CONTROL STRAW MAT AS AN ALTERNATE METHOD.



BONDURANT FARRAR HIGH SCHOOL RELATED ARTS ADDITION

1000 GRANT ST N
BONDURANT, IA 50035

ISSUANCE

CD PROGRESS SE
02/02/2024

REVISIONS

NOT FOR CONSTRUCTION

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PLANTING PLAN

C600



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

Item No. 9.d.
For Meeting of 2/20/2024
Resolution

TITLE: - Resolution considering approval of site plan for Kasey Leigh Dance Co at 92 Paine Circle, SE

CONTACT PERSON:

BRIEF HISTORY & ANALYSIS: The City is in receipt of a site plan for review by the Planning & Zoning Commission and City Council for the existing 1.24-acre parcel of land accessed from Paine Circle SE. The site plan applicant is ABK Rentals, LLC. The site plan was prepared by Civil Design Advantage. The applicants are proposing a 10,115 SF building, 53 parking spaces, 3 of which are designated handicap parking spaces. This property is zoned as being within the City's General Commercial (C-2) District.



When the Planning & Zoning Commission and City Council review site plans, they review for consistency with the following documents: Comprehensive Plan; Zoning Code; and Comments from City Officials.

Consistency with the City's Comprehensive Plan:

A C-2 development at this location is consistent with the 2022 Comprehensive Plan which guides for Regional Commercial at this location.

Consistency with the City's Zoning Code:

Below are notes detailing how the Zoning Code is met for this request or what additional information is needed to ensure the Code will be met for this development.

General Commercial Use & Bulk

- The site plan labels the required setbacks at this location - a 30' front yard setback along Paine Circle SE, a 25' rear yard setback from their northern property line and no side yard setbacks from either the western or eastern property lines.

Parking/Drive Areas

- Access to the site is available from Paine Circle SE. The site plan shows one access point in the southeast corner of the property.
- The site plan shows that no part of any parking/drive area (excluding driveways) will be located closer than 3' away from the front property lines, as is required by Section 177.10.1.
- The site plan shows that all parking/drive areas will be paved as required by Section 177.10.2 of the Zoning Code.
- Section 177.09.05 of the Zoning Code will be applied when determining minimum parking stall count requirements at this location. This section reads: Fitness Center: one (1) space per 200 square feet of gross floor area (10,115 SF/ 200 SF = 50.575 parking spaces). The site plan shows 53 parking spaces.
- Section 177.08 regulates minimum loading space count requirements. This section reads: at least one (1) off-street loading space plus one (1) additional loading space for each twenty thousand (20,000) square feet or major fraction thereof of gross floor area so used in excess of ten thousand (10,000) square feet.
- The site plan shows 53 parking spaces, including 3 handicap stalls, and 2 loading spaces.
- The site plan shows parking spaces will be provided with raised curbing or equivalent, as is required by Section 177.10.8.

Stormwater, Utilities & Natural Features

- A stormwater management report has been submitted for review by the City Engineer. Veenstra & Kim have reviewed and submitted comments for review.
- This property is not located within a sewer or water connection fee district.
- This site is not situated within FEMA's 100-year floodplain.
- This site is not situated within the City's Stream Buffer Ordinance area.

- Staff commented that any lighting used to illuminate the parking area will be arranged so as to reflect lighting away from any adjacent residential use. This can be accomplished by installing full cut-off lighting.

Landscaping Plan

- The submitted landscaping plan meets all Zoning Code requirements.

ARCHITECTURAL STANDARDS

- Site plan submittal includes the required building elevations. The submitted elevations meet City requirements.

Other Site Plan Features

- Exterior dumpsters are located in the southwest corner of the proposed parking lot. The exterior dumpsters are enclosed and will not be visible.

Comments from City Officials:

The following City departments were notified of the submitted site plan:

1. Public Works - reviewed and all comments/concerns have been addressed.
2. Engineering – reviewed and all comments/concerns have been addressed.
3. Fire Department - reviewed and all comments/concerns have been addressed.

FUNDING SOURCE:

STAFF RECOMMENDATION: The Planning & Zoning Commission at their February 8, 2024 meeting voted 7-0 to recommend approval of the site plan.

APPROVED FOR SUBMITTAL:

ATTACHMENTS:

1. RESOLUTION NO. 240220-59
2. KLDS Facility Architectural Elevations
3. KLDS Facility Site Plan

CITY OF BONDURANT
RESOLUTION NO. 240220-59

RESOLUTION REGARDING APPROVAL OF THE SITE PLAN FOR KASEY LEIGH
DANCE CO AT 92 PAINE CIRCLE, SE, BONDURANT, IOWA

WHEREAS, Civil Design Advantage, on behalf of the applicant, ABK Rentals, LLC, has submitted the site plan for Kasey Leigh Dance Studio Co. at 92 Paine Circle SE, property described as follows;

LOT 4 OF BONDURANT COMMERCIAL BUSINESS PARK, AN OFFICIAL PLAT IN THE CITY OF BONDURANT, POLK COUNTY, IOWA.

WHEREAS the zoning for the property is General Commercial (C-2) and a dance studio use is a permitted use per Sections 178.08.1.B of the Zoning Code; AND

WHEREAS the Planning and Zoning Commission voted 7-0, to recommend approval of the submitted site plan at their February 8, 2024, meeting subject to the following City Code/Policy clarification recommendation items.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Bondurant, Iowa, the submitted Bondurant-Farrar Community School District High School Addition site plan is hereby approved.

Passed this 20th day of February 2024,

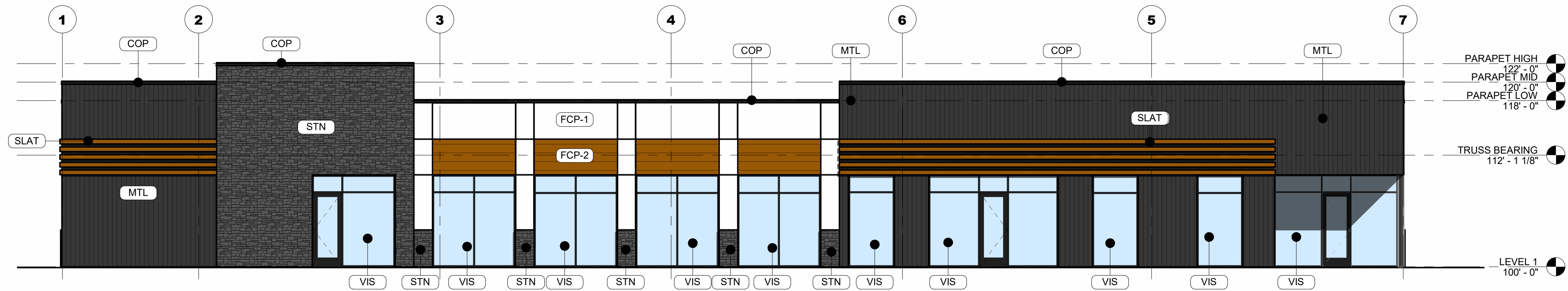
By: _____
Doug Elrod, Mayor

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.

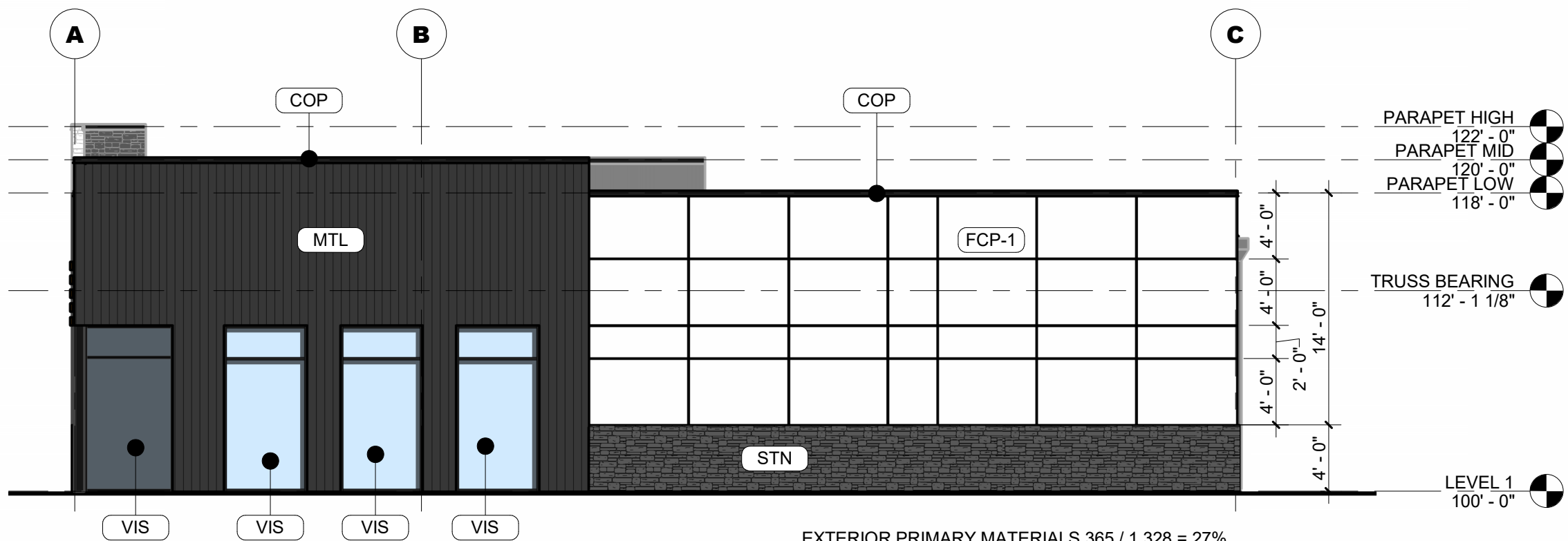
IN WITNESS WHEREOF, I have hereunto set my hand the day and year above written.

Shelby Hagan, City Clerk

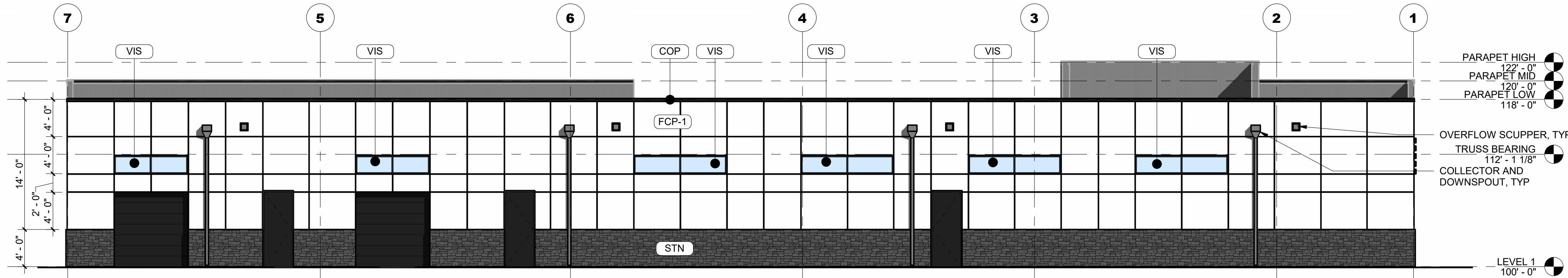
Action	Yay	Nay	Abstain	Absent
Cox				
Driscoll				
McKenzie				
Peffer				
Sillanpaa				



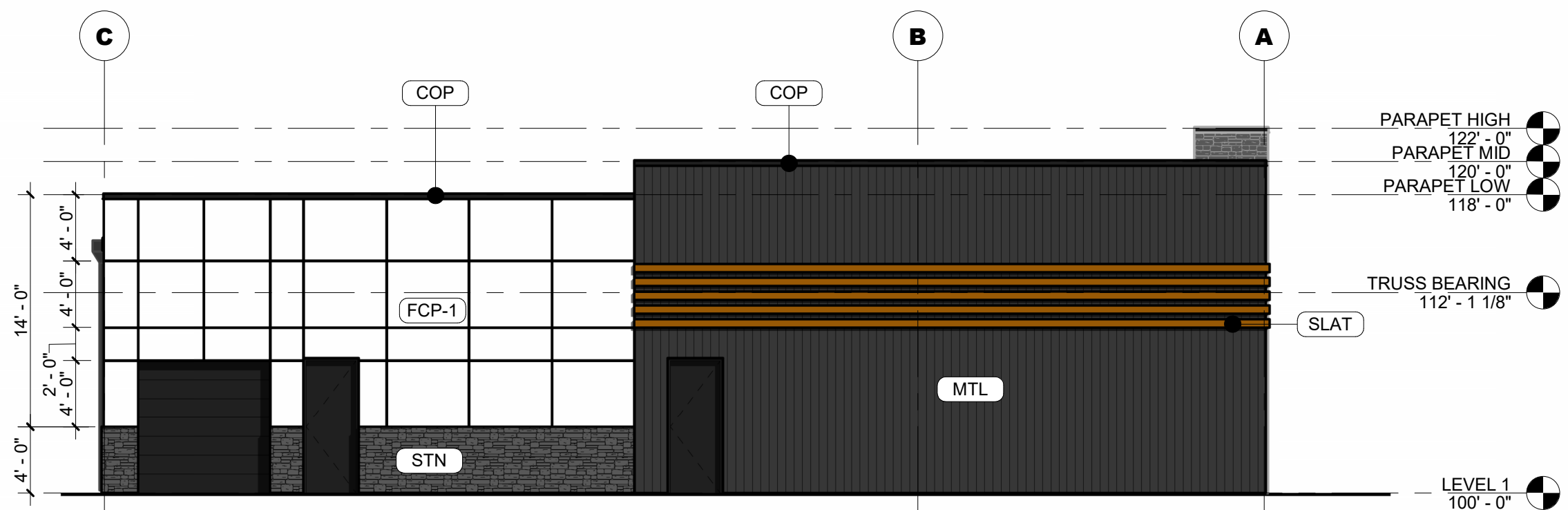
EXTERIOR PRIMARY MATERIALS 1,305 / 2,865 = 45%
1 **FRONT (SOUTH) EXTERIOR ELEVATION**
SCALE: 1/8" = 1'-0"



EXTERIOR PRIMARY MATERIALS 365 / 1,328 = 27%
2 **EAST EXTERIOR ELEVATION**
SCALE: 1/8" = 1'-0"



EXTERIOR PRIMARY MATERIALS 693 / 2,625 = 26%
3 **NORTH (REAR) EXTERIOR ELEVATION**
SCALE: 1/8" = 1'-0"



EXTERIOR PRIMARY MATERIALS 136 / 1,340 = 10%
4 **WEST EXTERIOR ELEVATION**
SCALE: 1/8" = 1'-0"

GENERAL EXTERIOR ELEVATION NOTES

- REFER TO ADDITIONAL NOTES AND REQUIREMENTS ON ALL OTHER DOCUMENTS AND OTHER DISCIPLINES DOCUMENTS.
- ALL CONDUIT RUNS & SERVICE LINES SHALL BE GROUPED TOGETHER IN A NEAT & ORDERLY MANNER AND SHOULD PENETRATE THE WALL AT THE LOWEST POINT AND ARE NOT TO RUN OVER THE TOP OF PARAPET. ALL OTHER CONDUITS & JUNCTION BOXES FOR EXTERIOR FIXTURES & EQUIPMENT SHALL BE FULLY CONCEALED WITHIN THE BUILDING CONSTRUCTION.
- ALL HORIZONTAL TRANSITIONS BETWEEN DIFFERENT MATERIALS SHALL BE FLASHED CONTINUOUS FROM UP BEHIND UPPER MATERIAL AND EXTEND OVER TO EXTERIOR FACE OF LOWER MATERIAL WITH DRIP EDGE.
- ANY RETURNS OR BLIND ELEVATIONS NOT SHOWN SHALL BE SIMILAR IN MATERIAL AND MAKEUP TO ADJACENT CONDITIONS OR OTHER SIMILAR CONDITIONS.
- ANY EXPOSED ROOFING MEMBRANE VISIBLE FROM A PUBLIC RIGHT AWAY MUST MATCH THE PRIMARY WALL MATERIAL COLOR.
- INSTALL VERTICAL EXPANSION JOINTS PER STRUCTURAL OR MINIMAL AT COLUMN/GRID LINES AND AT THE HEAD OF DOOR JAMBS/OPENINGS OR AS OTHERWISE NOTED OR WHERE REQUIRED PER STANDARD MATERIAL PRACTICE TO REDUCE STRESS CRACKING. NO CONTROL JOINT/EXPANSION JOINT AT MAIN STRUCTURAL BEARING LOCATIONS. VERIFY JOINTS WITH ARCHITECT.
- CAULK & SEAL ALL TRANSITION-CONTROL-EXPANSION AT ALL EXTERIOR MATERIALS.
- PROVIDE CAST REGLETS JUST IN FROM THE OUTER EDGE ON UNDERSIDE OF FACE MATERIAL OR DRIP EDGE AT ALL OVERHANGS & SOFFITS.
- INSULATE AND SEAL TO ENSURE ADEQUATE AIR INFILTRATION BARRIER AROUND ALL EXTERIOR PENETRATIONS TO PREVENT WATER AND SPRINKLER PIPE FREEZING.
- WHERE EXTERIOR PAVING ADJACENT TO BUILDING, TOP OF PAVING TO BE 1/4" LOWER THAN INTERIOR FINISH FLOOR, SLOPING CONTINUOUSLY AWAY FROM BUILDING A MINIMUM OF 5'. WHERE DOOR STOOP, 48" OUT FROM DOOR 1:48(2%) MAX. SLOPE, AFTER 48" AWAY FROM DOOR 1:20(5%) MAXIMUM SLOPE TO PUBLIC WAY. (REFER TO CIVIL)
- WHERE NO EXTERIOR PAVING ADJACENT TO BUILDING, TOP OF FINISHED LANDSCAPE A MINIMUM OF 4" BELOW INTERIOR FINISH FLOOR AND 4" BELOW EXTERIOR WALL FLASHING/WEEPS, SLOPING CONTINUOUSLY AWAY FROM BUILDING A MINIMUM OF 5'. (REFER TO CIVIL)
- ADDRESS SHALL BE PROVIDED ON STREET SIDE OF BUILDING AND ON MONUMENT SIGN. NUMBERS A MINIMUM 5 INCH CONTRASTING COLOR NUMBERS WITH MINIMUM 1/2" STROKE.
- IF ANY SIGNAGE OR SIGN BASE IS SHOWN IT IS FOR REFERENCE ONLY. FINAL DESIGNS AND/OR ALLOWANCES SHALL BE DETERMINED WITH APPROVED SIGNAGE PERMIT(S).

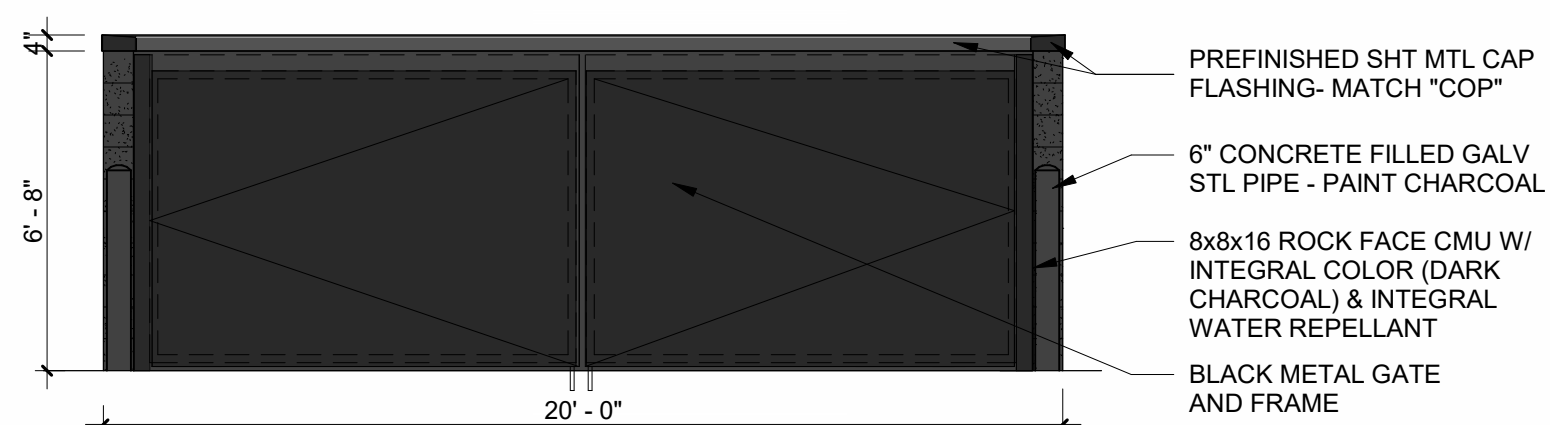
ACTUAL DETAILS & DIMENSIONS MAY VARY AND ARE SUBJECT TO CHANGE. ALL DRAWINGS ARE SUBJECT TO AUTHORITY HAVING JURISDICTION APPROVAL. SIGNAGE SHOWN DOES NOT REPRESENT ALLOWABLE SIGNAGE PERMITTING/APPROVAL OF ALL SIGNAGE PER CURRENT CITY ORDINANCE BY OTHERS.

EXTERIOR MATERIAL LEGEND	
MAT. LABEL	MATERIAL DESCRIPTION
COP	PREFINISHED COPING, COLOR - BLACK
FCP-1	FIBER CEMENT PANEL (HARDIE OR EQUAL), COLOR - WHITE. ALTERNATE PANEL = NICHHA MIRAIA W/ HIDDEN FASTENERS, COLOR - SNOW
FCP-2	NICHHA VINTAGE WOOD W/ HIDDEN FASTENERS, COLOR - CEDAR
MTL	PREFINISHED METAL PANEL (UNA CLAD UC-801 OR EQUAL), COLOR - BLACK
SLAT	PREFINISHED METAL SLATS (LONGBOARD OR EQUAL), COLOR - TO MATCH FCP-2
STN	MANUFACTURED VENEER STONE, COLOR - CHARCOAL
VIS	LOW-E GLAZING IN ALUMINUM STOREFRONT, COLOR - BLACK

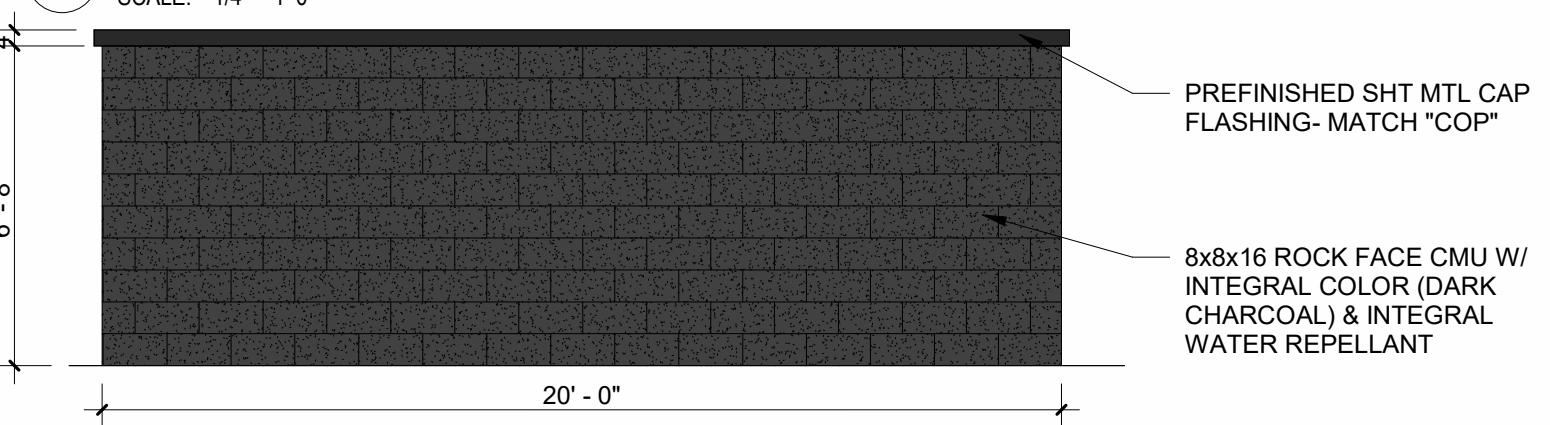
MISC EXTERIOR MATERIAL FINISHES

- TYPICAL U.O.N.
- EXPOSED CONCRETE: GRIND SMOOTH & RUB/COAT WITH CEMENT SLURRY.
 - BOLLARDS: CONCRETE FILLED STEEL BOLLARDS PAINTED SAFETY YELLOW.
 - EXPOSED LINTELS: GALVANIZED & PAINTED TO MATCH ADJACENT MATERIAL ABOVE.
 - SCUPPERS, GUTTERS & DOWNSPOUTS: METAL PREFINISHED TO MATCH ADJ. MATERIAL.
 - CAULKS & SEALANTS: COLOR MATCHED TO ADJACENT MATERIAL.
 - HOLLOW METAL MAN DOORS & FRAMES: PAINTED TO MATCH ADJACENT MATERIAL.
 - OVERHEAD PANEL DOORS: BLACK METAL PRE-FINISHED
 - LOUVERS: METAL PRE-FINISHED TO MATCH ADJACENT MATERIAL COLOR.
 - LIGHT FIXTURES: BLACK METAL PRE-FINISHED HOUSINGS
 - MECHANICAL EQUIPMENT: IF NOT SCREENED, COLOR TO MATCH ADJACENT MATERIAL.
 - EXTERIOR UTILITY EQUIPMENT: IF ALLOWED, PAINTED TO MATCH ADJACENT MATERIAL.

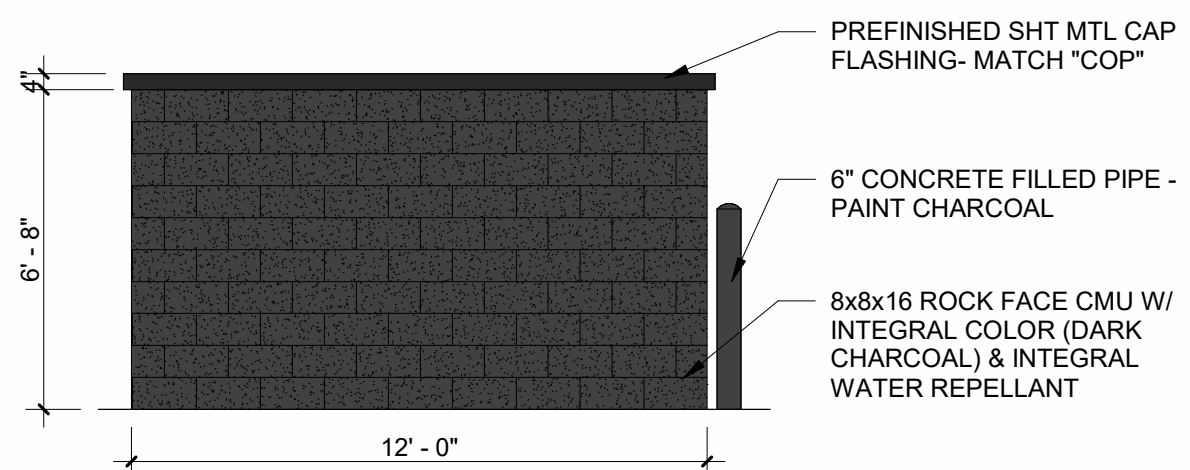
REFER TO CITY OF BONDURANT CHAPTER 171 BUILDING STANDARDS.
OVERALL EXTERIOR PRIMARY MATERIALS:
2,499 SF / 8,158 SF = 31%



5 **TRASH ENCLOSURE FRONT ELEVATION**
SCALE: 1/4" = 1'-0"



6 **TRASH ENCLOSURE REAR ELEVATION**
SCALE: 1/4" = 1'-0"



7 **TRASH ENCLOSURE TYP. SIDE ELEVATION**
SCALE: 1/4" = 1'-0"



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KLDS FACILITY

BONDURANT, IOWA

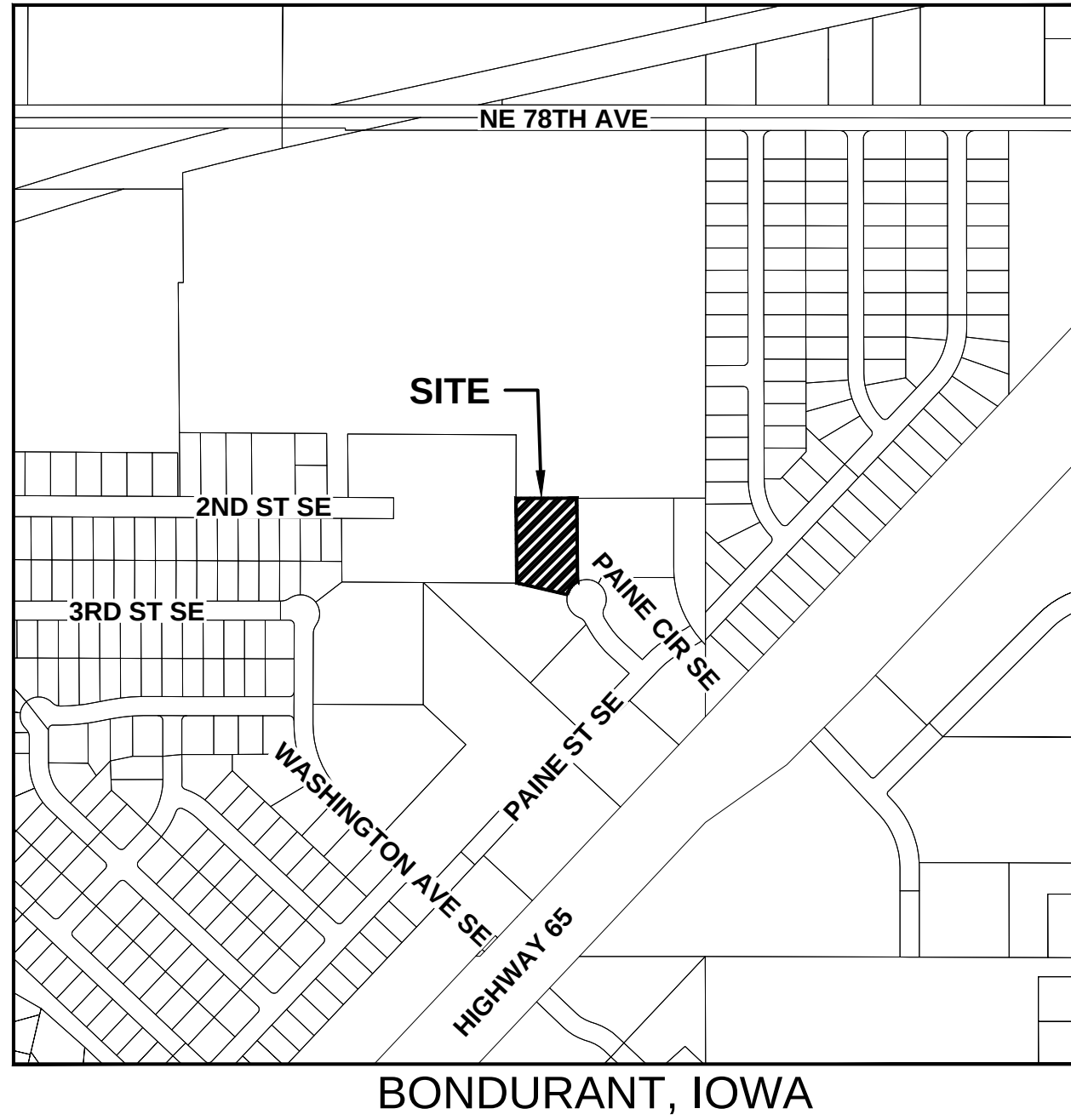
01/23/2024

24"x36" SHEET (FULL SIZE)
- SCALE IS AS NOTED.
12"x18" SHEET (HALF SIZE)
- SCALE IS ONE-HALF OF WHAT IS NOTED
OTHER SHEET SIZES NOT TO SCALE
SAA JOB #: 23065



SITE PLAN FOR:
KLDS FACILITY
BONDURANT, IOWA

VICINITY MAP
NOT TO SCALE



APPLICANT/DEVELOPER

CONTACT: ABK RENTALS, LLC
1004 WESTRIDGE STREET SW
BONDURANT, IA 50035
EMAIL: ABKRENTALS@OUTLOOK.COM
PH: (515) 556-6803

ENGINEER

CIVIL DESIGN ADVANTAGE
4121 NW URBANDALE DRIVE
URBANDALE, IA 50322
CONTACT: NIKKI NEAL
EMAIL: NICOLEN@CDA-ENG.COM
PH: (515) 369-4400

SURVEYOR

CIVIL DESIGN ADVANTAGE
4121 NW URBANDALE DRIVE
URBANDALE, IA 50322
CONTACT: CHARLIE MCGLOTHLEN
EMAIL: CHARLIE@CDA-ENG.COM
PH: (515) 369-4400

SUBMITTAL DATES

FIRST SUBMITTAL: 01/23/2024
SECOND SUBMITTAL: 02/07/2024

LEGAL DESCRIPTION

LOT 4 OF BONDURANT COMMERCIAL BUSINESS PARK, AN
OFFICIAL PLAT IN THE CITY OF BONDURANT, POLK COUNTY,
IOWA.

ZONING

C-2 (GENERAL COMMERCIAL)

PROJECT SITE ADDRESS

92 PAINE CIRCLE SE - BONDURANT, IOWA 50035

EXISTING/ PROPOSED USE

EXISTING: UNDEVELOPED
PROPOSED: COMMERCIAL FACILITY BUILDING

DEVELOPMENT SUMMARY

AREA:	1.24 ACRES (54,187 SF)
ZONING:	C-2 (GENERAL COMMERCIAL)
SETBACKS:	
FRONT:	30 FEET
SIDE:	NONE
REAR:	25 FEET
PARKING:	10 FEET
OPEN SPACE	
REQUIRED:	8,129 SF (15%)
PROVIDED:	18,524 SF (34%)
IMPERVIOUS AREA	
PROPOSED BUILDING:	10,115 SF
PROPOSED SIDEWALK:	3,397 SF
PROPOSED PAVING/FLUME:	22,151 SF
TOTAL:	35,663 SF
PARKING	
REQUIRED (1 SPACE/200 SF):	51 SPACES
PROVIDED:	53 SPACES
STANDARD:	50 SPACES
ACCESSIBLE:	3 SPACES
	53 SPACES

DATE OF SURVEY

DECEMBER 7, 2023

BENCHMARKS

- BB ON HYDRANT SE CORNER OF SITE
ELEV.=979.66
- ROW RAIL IN NE CORNER OF SITE
ELEVATION = 148.581

INDEX OF SHEETS

NO.	DESCRIPTION
C0.0	COVER SHEET
C1.1	TOPOGRAPHIC SURVEY/DEMOLITION PLAN
C2.1	DIMENSION PLAN
C3.1	GRADING PLAN
C3.2	EROSION AND SEDIMENT CONTROL PLAN
C4.1	UTILITY PLAN
C5.1	DETAILS
L1.1	LANDSCAPE PLAN

GENERAL LEGEND

PROPOSED

PROPERTY BOUNDARY	---
SECTION LINE	---
CENTER LINE	---
RIGHT OF WAY	--- R/W ---
BUILDING SETBACK	---
PERMANENT EASEMENT	--- P/E ---
TEMPORARY EASEMENT	--- T/E ---
TYPE SW-501 STORM INTAKE	[Symbol]
TYPE SW-502 STORM INTAKE	[Symbol]
TYPE SW-503 STORM INTAKE	[Symbol]
TYPE SW-505 STORM INTAKE	[Symbol]
TYPE SW-506 STORM INTAKE	[Symbol]
TYPE SW-512 STORM INTAKE	[Symbol]
TYPE SW-513 STORM INTAKE	[Symbol]
TYPE SW-401 STORM MANHOLE	[Symbol]
TYPE SW-402 STORM MANHOLE	[Symbol]
FLARED END SECTION	[Symbol]
TYPE SW-301 SANITARY MANHOLE	[Symbol]
STORM/SANITARY CLEANOUT	[Symbol]
WATER VALVE	[Symbol]
FIRE HYDRANT ASSEMBLY	[Symbol]
SIGN	[Symbol]
DETECTABLE WARNING PANEL	[Symbol]
WATER CURB STOP	[Symbol]
SANITARY SEWER	[Symbol]
SANITARY SERVICE	[Symbol]
STORM SEWER	[Symbol]
STORM SERVICE	[Symbol]
WATERMAIN WITH SIZE	[Symbol]
WATER SERVICE	[Symbol]
SAWCUT (FULL DEPTH)	[Symbol]
SILT FENCE	[Symbol]
USE AS CONSTRUCTED	[Symbol]
MINIMUM PROTECTION ELEVATION	[Symbol]

EXISTING

SANITARY MANHOLE	[Symbol]
WATER VALVE BOX	[Symbol]
FIRE HYDRANT	[Symbol]
WATER CURB STOP	[Symbol]
WELL	[Symbol]
STORM SEWER MANHOLE	[Symbol]
STORM SEWER SINGLE INTAKE	[Symbol]
STORM SEWER DOUBLE INTAKE	[Symbol]
FLARED END SECTION	[Symbol]
DECIDUOUS TREE	[Symbol]
CONIFEROUS TREE	[Symbol]
DECIDUOUS SHRUB	[Symbol]
CONIFEROUS SHRUB	[Symbol]
ELECTRIC POWER POLE	[Symbol]
GUY ANCHOR	[Symbol]
STREET LIGHT	[Symbol]
POWER POLE W/ TRANSFORMER	[Symbol]
UTILITY POLE W/ LIGHT	[Symbol]
ELECTRIC BOX	[Symbol]
ELECTRIC TRANSFORMER	[Symbol]
ELECTRIC MANHOLE OR VAULT	[Symbol]
TRAFFIC SIGN	[Symbol]
TELEPHONE JUNCTION BOX	[Symbol]
TELEPHONE MANHOLE/VAULT	[Symbol]
TELEPHONE POLE	[Symbol]
GAS VALVE BOX	[Symbol]
CABLE TV JUNCTION BOX	[Symbol]
CABLE TV MANHOLE/VAULT	[Symbol]
MAIL BOX	[Symbol]
BENCHMARK	[Symbol]
SOIL BORING	[Symbol]
UNDERGROUND TV CABLE	[Symbol]
GAS MAIN	[Symbol]
FIBER OPTIC	[Symbol]
UNDERGROUND TELEPHONE	[Symbol]
OVERHEAD ELECTRIC	[Symbol]
UNDERGROUND ELECTRIC	[Symbol]
FIELD TILE	[Symbol]
SANITARY SEWER W/ SIZE	[Symbol]
STORM SEWER W/ SIZE	[Symbol]
WATER MAIN W/ SIZE	[Symbol]

THE PROJECT REQUIRES AN IOWA NPDES PERMIT #2 AND CITY OF BONDURANT GRADING PERMIT. CIVIL DESIGN ADVANTAGE WILL PROVIDE THE PERMITS AND THE INITIAL STORM WATER POLLUTION PREVENTION PLAN (SWPPP) FOR THE CONTRACTORS USE DURING CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR UPDATING THE SWPPP THROUGHOUT CONSTRUCTION AND MEETING LOCAL, STATE AND FEDERAL REQUIREMENTS.

ALL CONSTRUCTION MATERIALS, DUMPSTERS, DETACHED TRAILERS OR SIMILAR ITEMS ARE PROHIBITED ON PUBLIC STREETS OR WITHIN THE PUBLIC R.O.W.

THE 2024 EDITION OF THE SUDAS STANDARD SPECIFICATIONS, THE PUBLIC RIGHTS-OF-WAY ACCESSIBILITY GUIDELINES (PROWAG) AND ALL CITY SUPPLEMENTALS, IF APPLICABLE, SHALL APPLY TO ALL WORK ON THIS PROJECT UNLESS OTHERWISE NOTED.

	I HEREBY CERTIFY THAT THIS ENGINEERING DOCUMENT WAS PREPARED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF IOWA. JOHN PATRICK SAWYER, P.E. DATE _____ LICENSE NUMBER 25523 MY LICENSE RENEWAL DATE IS DECEMBER 31, 2024 PAGES OR SHEETS COVERED BY THIS SEAL: SHEETS C0.0, C1.1, C2.1, C3.1-C3.2, C4.1, AND C5.1
--	---

	I HEREBY CERTIFY THAT THE PORTION OF THIS TECHNICAL SUBMISSION DESCRIBED BELOW WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND RESPONSIBLE CHARGE. I AM A DULY LICENSED PROFESSIONAL LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF IOWA. NIKKI D. NEALE, P.L.A. DATE _____ MY LICENSE RENEWAL DATE IS JUNE 30, 2024 PAGES OR SHEETS COVERED BY THIS SEAL: SHEET L1.1
--	--



1-800-292-8989

www.iowaonecall.com



UTILITY WARNING

ANY UTILITIES SHOWN HAVE BEEN LOCATED FROM FIELD SURVEY AND RECORDS OBTAINED BY THIS SURVEYOR. THE SURVEYOR MAKES NO GUARANTEE THAT THE UTILITIES SHOWN COMPRISE ALL THE UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. THE SURVEYOR FURTHER DOES NOT WARRANT THAT THE UTILITIES SHOWN ARE IN THE EXACT LOCATION SHOWN.

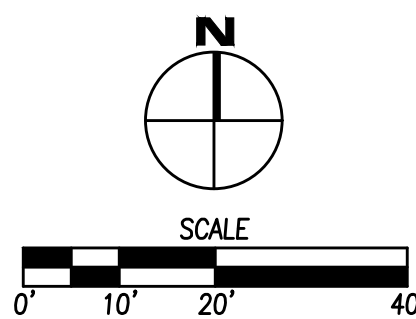
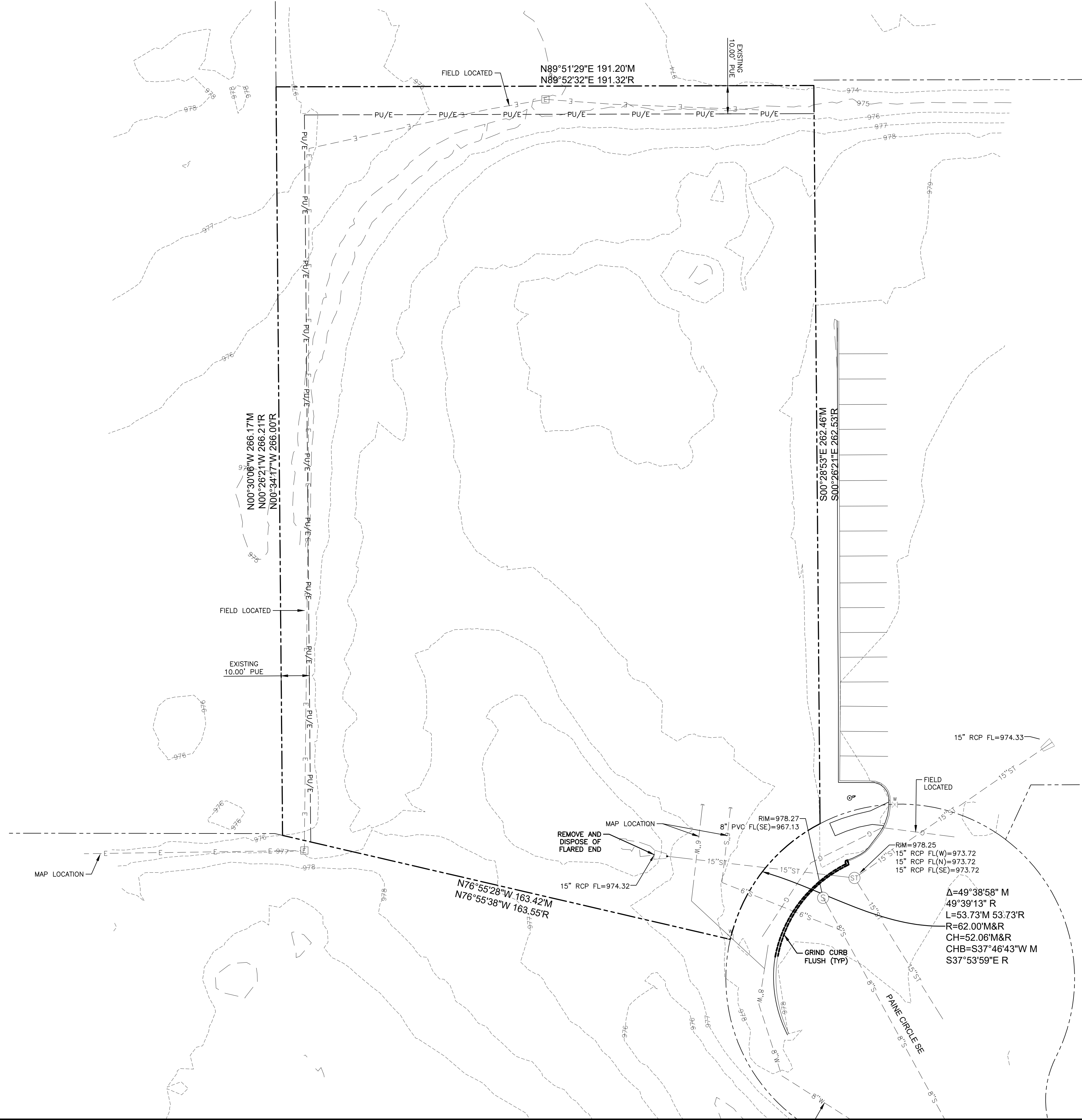


CIVIL DESIGN ADVANTAGE

4121 NW URBANDALE DRIVE, URBANDALE, IA 50322

PH: (515) 369-4400

PROJECT NO. 2310.652

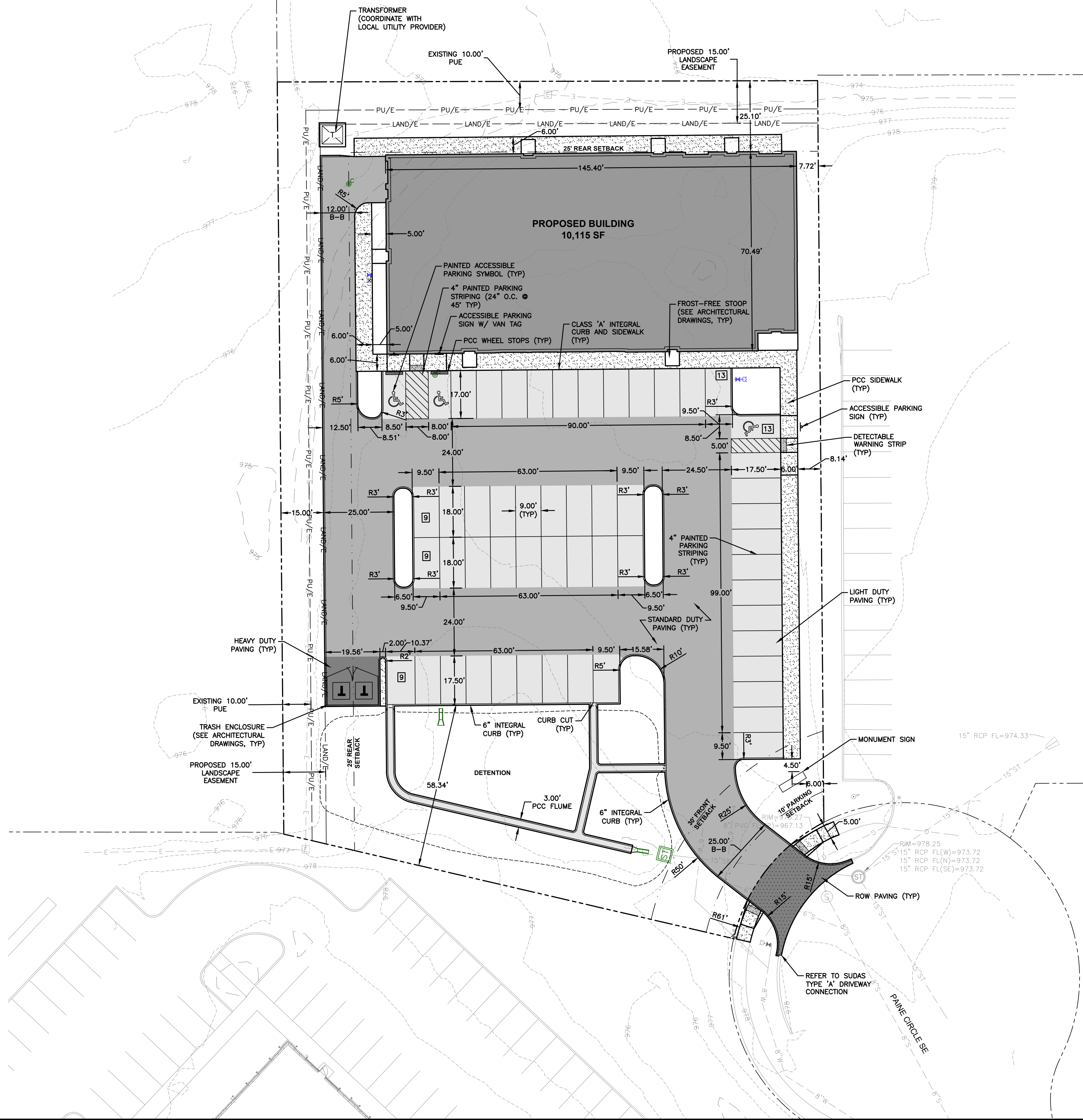


DEMOLITION NOTES

- PRIOR TO ANY WORK AT THE SITE, CONTRACTOR SHALL EXAMINE ANY APPLICABLE DRAWINGS AVAILABLE FROM THE OWNER OR ENGINEER AND CONSULT WITH OWNER'S PERSONNEL AND UTILITY COMPANY REPRESENTATIVES. NO COMPENSATION WILL BE ALLOWED FOR DAMAGE FROM FAILURE TO COMPLY WITH THIS REQUIREMENT.
- PRIOR TO DEMOLITION, CONTRACTOR SHALL NOTIFY IN WRITING (48 HRS NOTICE) THE FOLLOWING:
 - CITY
 - APPROPRIATE UTILITY COMPANIES
 - OWNER
 - CIVIL DESIGN ADVANTAGE
 - ARCHITECT
- DO NOT DISTURB EXISTING UTILITIES UNLESS OTHERWISE NOTED. COORDINATE REMOVAL OR ABANDONMENT OF ALL UTILITIES WITH THE APPROPRIATE UTILITY SUPPLIER AND REGULATORY AGENCIES.
- PROTECT EXISTING UTILITIES THAT ARE TO REMAIN. THE LOCATIONS OF ALL UTILITIES INDICATED ON THE PLANS ARE TAKEN FROM EXISTING RECORDS. THE EXACT LOCATION AND ELEVATION OF ALL UTILITIES MUST BE DETERMINED BY THE CONTRACTOR. IT SHALL BE THE DUTY OF THE CONTRACTOR TO ASCERTAIN WHETHER ANY ADDITIONAL FACILITIES OTHER THAN THOSE SHOWN ON THE PLAN MAY BE PRESENT.
- BACKFILL ALL EXCAVATIONS WITH COHESIVE MATERIAL COMPACTED TO 95% MAXIMUM STANDARD PROCTOR DRY DENSITY AND MOISTURE RANGE OF OPTIMUM MOISTURE TO 4% ABOVE OPTIMUM MOISTURE. TESTING OF BACKFILL TO BE BY A GEOTECHNICAL ENGINEER EMPLOYED BY THE OWNER. IN THE EVENT OF A TEST FAILURE, ANY RETESTING SHALL BE PAID FOR BY THE CONTRACTOR.
- FIELD VERIFY EXISTING GRADES AND LOCATION OF EXISTING UTILITIES, CONDUIT, LINES, POLES, TREES, PAVING, BUILDING AND OTHER SITE FEATURES PRIOR TO DEMOLITION AND IMMEDIATELY INFORM THE ENGINEER AND/OR OWNER OF ANY DISCREPANCIES.
- DEMOLITION NOTES AS SHOWN ON THE PLAN ARE NOT ALL INCLUSIVE. CONTRACTOR TO ABANDON IN PLACE OR REMOVE AND DISPOSE OF ALL EXISTING SITE IMPROVEMENTS ABOVE AND BELOW GROUND TO COMPLY WITH THE GENERAL INTENT OF THIS DOCUMENT.
- ALL CONSTRUCTION/DEMOLITION DEBRIS SHALL BE DISPOSED OF OFFSITE IN FULL COMPLIANCE WITH CURRENT ENVIRONMENTAL REGULATIONS.
- CONSTRUCTION LIMITS SHALL BE CONFINED TO THE SITE BOUNDARY AS NOTED. ANY DAMAGE TO PROPERTIES OUTSIDE THE SITE BOUNDARY SHALL BE AT THE SOLE RESPONSIBILITY OF THE CONTRACTOR.
- ALL WORK SHALL BE IN ACCORDANCE WITH OSHA STANDARDS. NOTHING INDICATED ON THE DRAWINGS SHALL RELIEVE THE CONTRACTOR FROM COMPLYING WITH ANY APPROPRIATE SAFETY REGULATIONS.

TRAFFIC CONTROL NOTES

- ALL APPLICABLE CITY PERMITS, INCLUDING BUT NOT LIMITED TO CLOSURE PERMITS, SHALL BE OBTAINED PRIOR TO ANY CONSTRUCTION WITHIN CITY R.O.W. OR LANE CLOSURES.
- ALL TRAFFIC CONTROL SHALL BE IN ACCORDANCE WITH THE LATEST EDITION OF THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD).
- PERMANENT SIGNING THAT CONVEYS A MESSAGE CONTRARY TO THE MESSAGE OF TEMPORARY SIGNING AND NOT APPLICABLE TO THE WORKING CONDITIONS SHALL BE COVERED BY THE CONTRACTOR WHEN DIRECTED BY THE CITY.
- THE CONTRACTOR SHALL COORDINATE HIS TRAFFIC CONTROL WITH OTHER CONSTRUCTION PROJECTS IN THE AREA.
- SIDEWALK CLOSED SIGNS REQUIRED FOR ALL SIDEWALK CLOSURES, SIGNAGE AND TEMPORARY PEDESTRIAN ACCESS ROUTE THROUGH THE CONSTRUCTION AREA SHALL MEET THE REQUIREMENTS OF PUBLIC RIGHT-OF-WAY ACCESSIBILITY GUIDELINES (PROWAG), SECTION R205 AND IOWA DOT DESIGN MANUAL, CHAPTER 12A-4.
- THE CONTRACTOR IS CAUTIONED NEITHER TO OBSTRUCT NOR REMOVE ANY EXISTING PAVEMENT, NOR TO DISTURB THE EXISTING TRAFFIC PATTERNS MORE THAN IS NECESSARY FOR THE PROPER EXECUTION OF THE WORK.
- ALL SIGNING AND LANE STRIPING WILL NEED TO COMPLY WITH MUTCD. MAINTENANCE AND REPLACEMENT OF THE SIGNING AND STRIPING WILL BE THE RESPONSIBILITY OF THE APPLICANT.

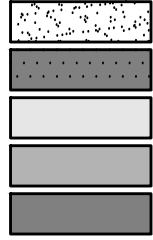


GENERAL NOTES

1. THE 2024 EDITION OF THE SUDAS STANDARD SPECIFICATIONS AND ALL CITY SUPPLEMENTALS, IF APPLICABLE, SHALL APPLY TO ALL WORK ON THIS PROJECT UNLESS OTHERWISE NOTED.
2. ALL WORK SHALL COMPLY WITH ADA ACCESSIBILITY GUIDELINES FOR BUILDINGS AND FACILITIES.
3. ALL WORK SHALL BE IN ACCORDANCE WITH OSHA CODES AND STANDARDS. NOTHING INDICATED ON THE DRAWINGS SHALL RELIEVE THE CONTRACTOR FROM COMPLYING WITH ANY APPROPRIATE SAFETY REGULATIONS.
4. PRIOR TO ANY WORK AT THE SITE, CONTRACTOR SHALL EXAMINE ANY APPLICABLE DRAWINGS AVAILABLE FROM THE OWNER, ENGINEER, AND/OR ARCHITECT, AND CONSULT WITH OWNER'S PERSONNEL AND UTILITY COMPANY REPRESENTATIVES. NO COMPENSATION WILL BE ALLOWED FOR DAMAGE FROM FAILURE TO COMPLY WITH THIS REQUIREMENT.
5. ONE WEEK PRIOR TO CONSTRUCTION WITHIN CITY R.O.W. OR ANY CONNECTION TO PUBLIC SEWERS CONTRACTOR SHALL NOTIFY THE CITY'S CONSTRUCTION DIVISION.
6. ALL CONSTRUCTION WITHIN PUBLIC R.O.W./ EASEMENTS, AND/OR ANY CONNECTION TO PUBLIC SEWERS AND STREETS, SHALL COMPLY WITH THE CITY'S STANDARDS.
7. ALL DIMENSIONS ARE TO BACK OF CURB, BUILDING FACE OR PROPERTY LINE UNLESS OTHERWISE NOTED.
8. CONTRACTOR TO VERIFY BUILDING DIMENSIONS WITH ARCHITECTURAL PLANS.
9. PLACE 3/4 INCH EXPANSION JOINT BETWEEN ALL P.C.C. PAVEMENT/SIDEWALKS AND BUILDING. PLACE 1/2 INCH EXPANSION JOINT BETWEEN SIDEWALKS AND P.C.C. PAVEMENT.
10. REMOVE ALL DEBRIS SPILLED INTO R.O.W. AT THE END OF EACH WORK DAY.
11. ALL PROPERTY PINS SHALL BE PROTECTED FROM GRADING OR OTHER OPERATIONS. ANY PINS DISTURBED SHALL BE RESET AT THE CONTRACTOR'S EXPENSE.
12. DO NOT STORE CONSTRUCTION MATERIALS AND EQUIPMENT IN THE RIGHT OF WAY.
13. THE CONTRACTOR SHALL NOT DISTURB DESIRABLE GRASS AREAS AND DESIRABLE TREES OUTSIDE THE CONSTRUCTION LIMITS. THE CONTRACTOR WILL NOT BE PERMITTED TO PARK OR SERVICE VEHICLES AND EQUIPMENT OR USE THESE AREAS FOR STORAGE OF MATERIALS. STORAGE, PARKING AND SERVICE AREAS WILL BE SUBJECT TO THE APPROVAL OF THE OWNER.
14. THE CONTRACTOR IS RESPONSIBLE FOR REPLACING ANY AREAS OF PAVEMENT OR SIDEWALK NOT TO BE REMOVED THAT IS DAMAGED DUE TO OPERATING EQUIPMENT ON THE PAVEMENT OR SIDEWALK.
15. THE CONTRACTOR MAY BE REQUIRED TO PLACE TEMPORARY WARNING DEVICES AND SAFETY FENCE AT CERTAIN LOCATIONS WHERE REPLACEMENT FEATURES ARE NOT INSTALLED THE SAME DAY, AS DIRECTED BY THE ENGINEER OR THE CITY.
16. THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR THE COORDINATION OF WORK BETWEEN SUPPLIERS AND SUBCONTRACTORS INVOLVED IN THE PROJECT, INCLUDING STAGING OF CONSTRUCTION DETAILS.
17. CONCRETE REMOVAL FOR DRIVEWAY APPROACHES SHALL BE REMOVED TO THE NEAREST TRANSVERSE JOINT. CONTRACTOR SHALL VERIFY REMOVAL LIMITS WITH CITY'S CONSTRUCTION INSPECTOR PRIOR TO ANY CONCRETE REMOVAL.
18. ALL PERMITS AND ADDITIONAL FEES REQUIRED TO COMPLETE THE WORK SHALL BE INCLUDED IN THE CONTRACTOR BID.

PAVEMENT THICKNESS

- | | |
|-------------------------|----------------|
| 1. SIDEWALKS | 4" P.C.C. |
| 2. R.O.W. PAVING | MATCH EXISTING |
| 3. LIGHT DUTY PAVING | 6" P.C.C. |
| 4. STANDARD DUTY PAVING | 7" P.C.C. |
| 4. HEAVY DUTY PAVING | 8" P.C.C. |



KLDS FACILITY
DIMENSION PLAN

92 PAINE CIRCLE SE
BONDURANT, IOWA

DATE: 01/23/2024
SHEET NUMBER: C2.1
2310.652

4121 NW URBANDALE DRIVE
URBANDALE, IA 50322
PHONE: (515) 369-4400



ENGINEER:

DRAFTED:

REVISIONS

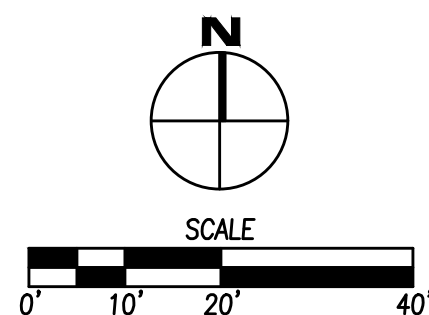
DATE

DATE:

SHEET NUMBER:

C2.1

2310.652



1. PRIOR TO ANY GRADING, A COPY OF THE NPDES PERMIT SHALL BE PROVIDED TO THE CITY'S BUILDING DIVISION.
2. CONTRACTOR SHALL STRIP ALL DELTERIUM MATERIAL. THE TOP 6" OF TOPSOIL IS TO BE STOCKPILED AND RESEED AFTER GRADING IS COMPLETE. CONTRACTOR WILL BE RESPONSIBLE FOR PROVIDING A SUITABLE TOPSOIL STOCKPILE SITE.
3. EXCAVATION SHALL BE IN ACCORDANCE WITH THE 2024 EDITION OF THE SDAS STANDARD SPECIFICATIONS AND ALL CITY SUPPLEMENTALS, IF APPLICABLE.
4. ALL EXISTING GRADES AT PROPERTY LINES AND/OR CONSTRUCTION LIMITS.
5. ALL SPOT ELEVATIONS ARE FORM GRADE (FG) OR TOP OF FINISHED SURFACES UNLESS OTHERWISE NOTED.
6. SITE SHALL BE GRADED TO PROVIDE POSITIVE DRAINAGE AWAY FROM BUILDINGS.
7. SLOPES IN PAVEMENT SHALL BE UNIFORM TO AVOID PONDING.
8. THE CONTRACTOR SHALL CONFORM TO WITHIN THE CONSTRUCTION LIMITS AND EASEMENTS SHOWN ON THE PLANS. ANY DAMAGE TO PROPERTIES OUTSIDE THE SITE BOUNDARY SHALL BE AT THE SOLE RESPONSIBILITY OF THE CONTRACTOR.
9. THE CONTRACTOR SHALL APPLY NECESSARY MOISTURE CONTROL TO THE CONSTRUCTION AREA AND HAUL ROADS TO PREVENT THE SPREAD OF DUST.
10. REFER TO SEPARATE STORM WATER POLLUTION PREVENTION PLAN FOR DETAILS ON EROSION CONTROL.
11. MATCH EXISTING GRADES WITH THE ARCHITECT AND CIVIL ENGINEER. MATCH EXISTING GRADES AT THE INTERFACE OF NEW AND EXISTING GRADES OR PAVING.
12. SIDEWALKS:
MAINTAIN 5% MAXIMUM LONGITUDINAL SLOPES ON ALL PAVED WALKWAYS. ALL WALKS TO HAVE 2.0% MAXIMUM TRANSVERSE SLOPE IN THE DIRECTION OF NATURAL DRAINAGE. SAW CUT JOINTS AS SOON AS CONCRETE HAS SET. SAW CUTS TO BE 1/8" TO 1/4" WIDE; DEPTH: LONGITUDINAL 1/3, TRANSVERSE 1/4.

[illegible]

4121 NW URBANDALE DRIVE
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KLDS FACILITY GRADING PLAN

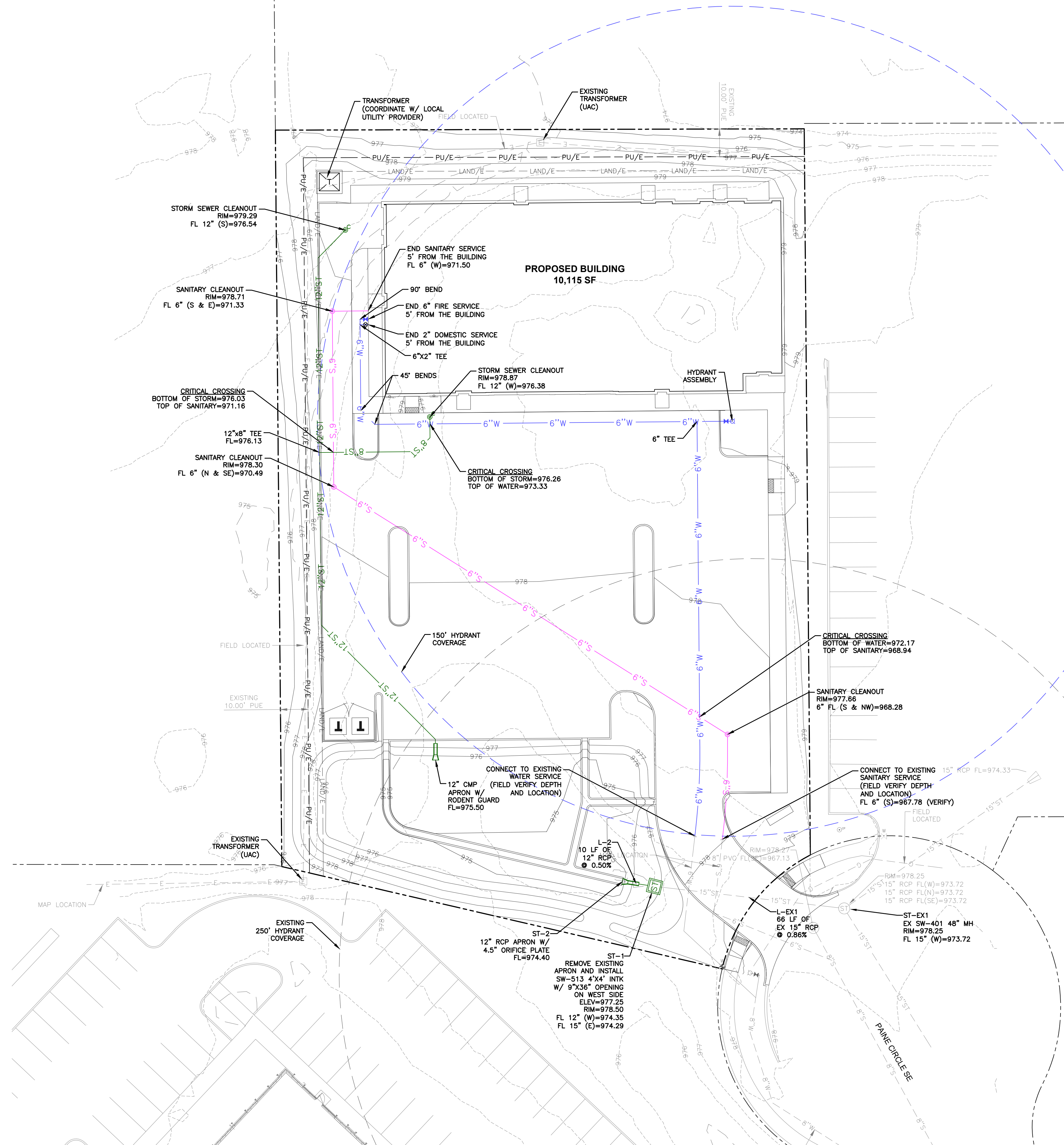
92 PAINE CIRCLE SE

DATE:
01/23/2024

SHEET NUMBER:
C3.1
2310.652

		DATE: 01/23/2024	
SHEET NUMBER: C3.2 2310.652			
K LDS FACILITY EROSION AND SEDIMENT CONTROL PLAN			
92 PAINE CIRCLE SE		BONDURANT, IOWA	
		CIVIL DESIGN ADVANTAGE	
4121 NW URBANDALE DRIVE URBANDALE, IA 50322 PHONE: (515) 369-4400		ENGINEER:	
REVISED:		DRAFTED:	
DATE:			

Page 143 of 16



UTILITY NOTES

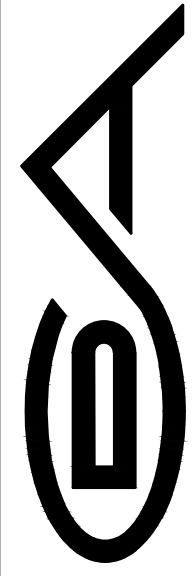
1. REFER TO MECHANICAL, ELECTRICAL AND PLUMBING PLANS FOR UTILITY SERVICE SIZES AND EXACT LOCATIONS. REFER TO ELECTRICAL PLANS FOR ELECTRIC AND TELEPHONE SERVICE CONSTRUCTION DETAILS.
2. FIELD VERIFY ELEVATIONS AND LOCATIONS OF ALL CONNECTIONS TO EXISTING UTILITIES PRIOR TO COMMENCING CONSTRUCTION.
3. CONDUCT SURVEY FOR EXISTING UTILITY LINES THAT ARE ENCOUNTERED DURING CONSTRUCTION UNTIL BACKFILLING IS COMPLETE.
4. BACKFILL ALL UTILITY TRENCHES ACCORDING TO THE 2024 EDITION OF THE SUDAS STANDARD SPECIFICATIONS AND ALL CITY SUPPLEMENTALS. MAINTAIN A MINIMUM OF 5.5' COVER OVER ALL WATERMANS.
5. ALL UTILITIES SHALL BE MINIMUM 2 TO 3 FEET FROM BUILDINGS. REFER TO MEP PLANS FOR DESIGN FROM 5' OUTSIDE OF BUILDING FACE.
6. ADJUST ALL MANHOLES AND INTAKES TO FINISHED GRADES.
7. ALL SANITARY SEWER AND WATER SERVICES SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE CITY'S PLUMBING CODE.
8. 18" MINIMUM VERTICAL CLEARANCE BETWEEN STORM SEWER AND SANITARY SEWER PIPES. 18" MINIMUM VERTICAL CLEARANCE BETWEEN SANITARY SEWER AND WATER MAIN.
9. MAINTAIN A MINIMUM OF 12" HORIZONTAL SEPARATION BETWEEN ALL SANITARY SEWER LINES AND WATER MAINS.
10. THE CITY SHALL BE RESPONSIBLE FOR THE LOCATION OF ALL UTILITIES. THE PLANS OR ENCOUNTERED WITHIN THE CONSTRUCTION AREA, IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO NOTIFY THE OWNERS OF THOSE UTILITIES PRIOR TO THE BEGINNING OF ANY CONSTRUCTION. THE CONTRACTOR SHALL AFFORD ACCESS TO ALL UTILITIES PRIOR TO ANY CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE LOCATION OF ALL UTILITIES AND HAVE THEM PLOTTED FROM AVAILABLE SURVEYS AND RECORDS, AND THEREFORE, THEIR LOCATIONS MUST BE CONSIDERED APPROXIMATE ONLY. IT IS POSSIBLE THERE MAY BE OTHERS, THE LOCATION OF WHICH THE CONTRACTOR IS NOT AWARE OF OR NOT SHOWN ON THE RECORDS. THE CITY TO DETERMINE THEIR EXISTENCE AND EXACT LOCATIONS AND TO AVOID DAMAGE THERETO, NO CLAIMS FOR ADDITIONAL COMPENSATION WILL BE ALLOWED TO THE CONTRACTOR FOR ANY INTERFERENCE OR DELAY CAUSED BY SUCH. THE CONTRACTOR IS REQUIRED TO UTILIZE THE UTILITY ONE CALL SERVICE AT 800-487-8989 AT LEAST 48 HOURS PRIOR TO ANY EXCAVATION.
11. ALL WATERMAIN WORK, PUBLIC OR PRIVATE SHALL BE DONE IN ACCORDANCE WITH THE 2022 EDITION OF THE SUDAS STANDARD SPECIFICATIONS AND ALL CITY SUPPLEMENTALS.
12. THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATION OF WORK OF ALL SUBCONTRACTOR(S) INVOLVED IN THE PROJECT.
13. PRIVATE UTILITIES TO BE INSTALLED PER THE CITY'S STANDARD CONSTRUCTION SPECIFICATIONS FOR PUBLIC IMPROVEMENTS AND THE 2012 UNIFORM PLUMBING CODE. CONTACT BUILDING INSPECTION A MINIMUM OF 24 HOURS IN ADVANCE.
14. OWNER IS RESPONSIBLE FOR MAINTENANCE OF PRIVATE RETENTION FACILITIES AND PRIVATE UTILITIES.
15. CONTRACTOR SHALL PREVENT ENTRY OF MUD, DIRT, DEBRIS AND OTHER MATERIAL INTO NEW AND EXISTING STORM SEWER INLETS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE CONSTRUCTION OF ALL UTILITY INLETS CLEAN AT NO COST TO THE OWNER. INSTALL SILT FENCE AT ALL PERMANENT STORM SEWER INLETS.

[illegible]

4121 NW URBANDALE DRIVE
URBANDALE, IA 50322
PHONE: (515) 369-4400

ENGINEER: _____

DRAFTED: _____



BONDURANT IOWA CIVIL DESIGN ADVANTAGE ENGINEER:

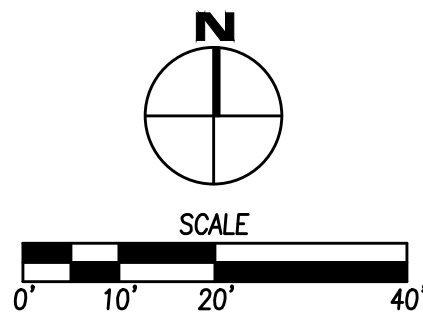
KLDS FACILITY

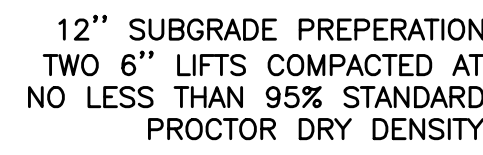
UTILITY PLAN

92 PAINF CIRCLE SE

DATE:
01/23/2024

C4.1
2310.652





PROPOSED RCP APRON

6"

15" OVERLAP

25" MIN.

15" OVERLAP

FLOW LINE PCC FLUME

14" (TYP.)

3" CLR.

3-#4 x 3'-8"

18"

12"

15" MIN.

3-#4 x 3'-4"

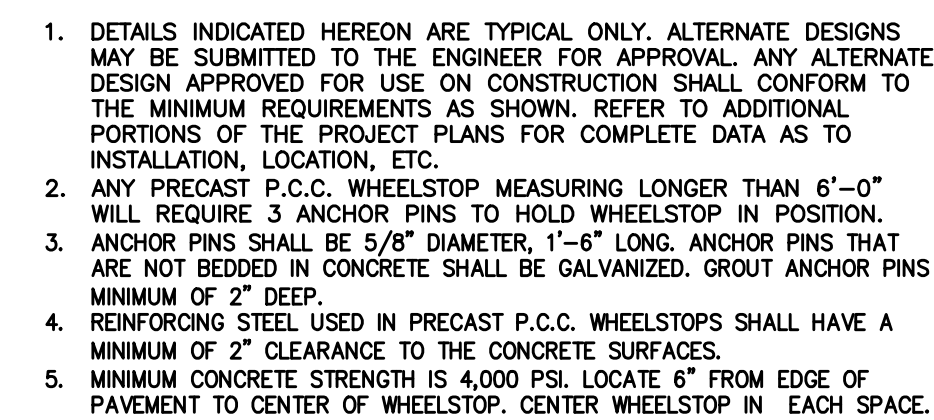
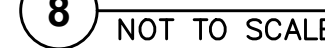
1'-8"

PROPOSED PCC FOOTING
PER FIGURE 4030.221,
REINFORCING STEEL NOT
SHOWN FOR CLARITY

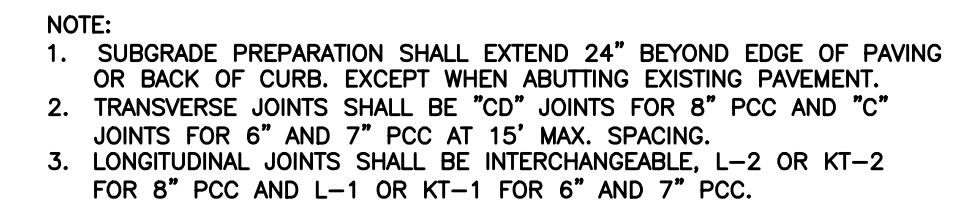
11 PCC FLUM
NOT TO SCALE



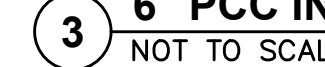
D	W	Mark	Size	Length	Count
12"	2'-4"	4f1	4	2'-0"	3
		4f2	4	3'-8"	2
15"	2'-10"	4f1	4	2'-6"	3
		4f2	4	3'-8"	2

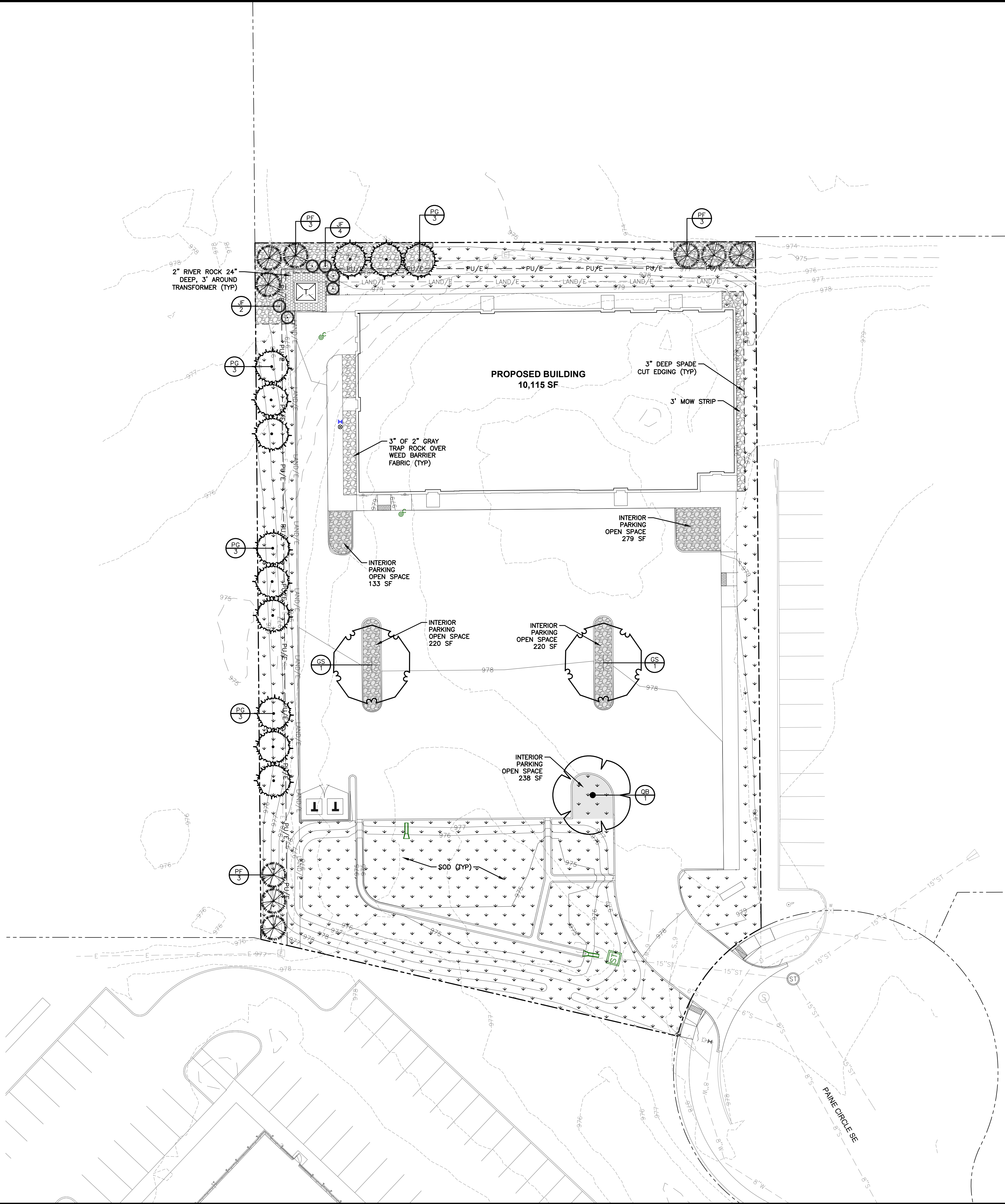


5 PCC WHE
NOT TO SCALE



4 NOT TO SCALE





LANDSCAPE NOTES

1. LOCATE ALL UTILITIES BEFORE ANY PLANTING BEGINS.
2. THE MOST RECENT EDITION OF THE SDAS STANDARD SPECIFICATIONS AND ALL CITY SUPPLEMENTALS, IF APPLICABLE, SHALL APPLY TO ALL WORK ON THIS PROJECT UNLESS OTHERWISE NOTED.
3. TYPE, SIZE, AND QUALITY OF PLANT MATERIAL SHALL CONFORM TO THE MOST CURRENT EDITION OF THE AMERICAN STANDARD FOR NURSERY STOCK ANSI Z60.1
4. ALL PLANT MATERIAL SHALL BE HEALTHY SPECIMENS WITHOUT DEFORMITIES, VOIDS AND OPEN SPACES, WITH WELL DEVELOPED BRANCH AND ROOT SYSTEMS; TRUE TO HEIGHT, SHAPE AND CHARACTER OF GROWTH OF THE SPECIES OR VARIETY.
5. SOD ALL DISTURBED AREAS.
6. BACKFILL TO TOP OF CURB (MINUS 1 1/2" FOR SOD, IF REQ.)
7. WEED PREVENTER (PRE-EMERGENT) SHALL BE SPREAD OVER SOIL AFTER PLANTING AND BEFORE MULCHING IN ALL PLANTING BEDS PER MANUFACTURER'S RECOMMENDATIONS.
8. 2" GRAY TRAP ROCK SHALL BE PLACED AROUND ALL TREES, SHRUBS AND IN ALL PLANTING BEDS TO A (MIN) DEPTH OF 3".
9. ALL EDGING SHALL BE SPADE CUT EDGE.
10. PLANT QUANTITIES ARE SHOWN FOR INFORMATION ONLY, THE DRAWING SHALL PREVAIL IF ANY CONFLICTS ARISE.
11. ALL DEBRIS SPILLED IN THE PUBLIC R.O.W. SHALL BE PICKED UP BY THE CONTRACTOR AT THE END OF EACH WORK DAY.
12. CONTRACTOR SHALL WARRANTY ALL PLANT MATERIALS FOR A PERIOD OF ONE YEAR FROM DATE OF INSTALLATION.

LANDSCAPE REQUIREMENTS

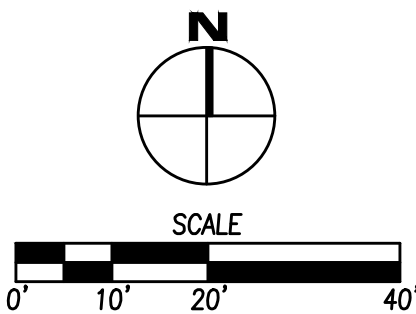
ONE TREE PER 50 LF OF STREET FRONTAGE OR ONE TREE PER SIX PARKING STALLS, WHICHEVER IS GREATER.

54 LF OR FRONTAGE: 2 TREES
53 PARKING STALLS: 9 TREES
TREES REQUIRED: 9
TREES PROVIDED: 21
SHRUBS REQUIRED: 0
SHRUBS PROVIDED: 0

5% OF PARKING AREA SHALL BE LANDSCAPED

53 PARKING STALLS (9x18): 8,586 SF
LANDSCAPING REQUIRED: 429 SF (5%)
LANDSCAPING PROVIDED: 1,090 SF (13%)
INTERIOR TREES REQUIRED: 3
(1/18 PARKING SPACES)
INTERIOR TREES PROVIDED: 3

PLANT SCHEDULE				
CODE	QTY	COMMON NAME	BOTANICAL NAME	CONDITION AND SIZE
EVERGREEN TREES				
PF	9	Pyramidal White Pine	Pinus strobus 'Fastigiata'	B&B, 6' HEIGHT
PG	12	Colorado Blue Spruce	Picea pungens 'Glauca'	B&B, 6' HEIGHT
OVERSTORY TREES				
GS	2	Skyline Honey Locust	Gleditsia triacanthos 'Skyline'	B&B, 2" CALIPER
QB	1	Swamp White Oak	Quercus bicolor	B&B, 2" CALIPER
SHRUBS				
JF	6	Sea Green Juniper	Juniperus chinensis 'Sea Green'	CONT, 3 GAL



KLDS FACILITY
LANDSCAPE PLAN

92 PAINE CIRCLE SE
BONDURANT, IOWA

DATE: 01/23/2024
SHEET NUMBER
L1.1
2310.652

4121 NW URBANDALE DRIVE
URBANDALE, IA 50322
PHONE: (515) 369-4400

CIVIL DESIGN ADVANTAGE
ENGINEER: DRAFTED:

REVISIONS		DATE



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

Item No. 9.e.
For Meeting of 2/20/2024
Resolution

TITLE: - Discussion and possible consideration of Resolution adopting Employee Handbook Revisions

CONTACT PERSON:

Jene Jess, Finance Director

BRIEF HISTORY & ANALYSIS: Last September, the IMWCA Informer shared an article on the pool's renewed emphasis regarding our members adopting and implementing strong mandatory seat-belt usage policies. Such a policy sets expectations for all employees to utilize available seat belts in all vehicles while working within their scope of duties for the member. This effort is, unfortunately, in response to an increase in severe injuries and one fatality due to employees not wearing their seat belts. The IMWCA conducted a similar effort many years ago for similar reasons and it was very successful in reducing serious injuries and fatalities. Since that article was published, IMWCA safety and risk improvement staff have been working with members during site visits to encourage adoption of the pool's model seat belt policy.

This change requires an update to the City's Safety Policy that was adopted approximately five years ago. While updating the safety policy, staff recommend amending the employee handbook to incorporate the Safety Policy and have all of the information located in one document. Staff also recommend updating and incorporating the Wellness and Morale Policy into the handbook. The attached resolution accomplishes this.

Some questions continue to arise about the updated seatbelt policy and we want to address these here:

Question: Doesn't state law already require that seat belts be worn?

Answer: State law only addresses front seat occupants in vehicles used on public roads and highways. The IMWCA model policy is more extensive and addresses all vehicles used in conjunction with a member's operations. This included both on and off-road vehicles and that all occupants of a vehicle must use a seat belt when it is available.

Question: What about vehicles/equipment that were not equipped with a seat belt from the manufacturer?

Answer: If a vehicle was not equipped with a seat belt from the manufacturer, the policy

does not apply. It is important, however, to make sure that employees using such equipment are properly trained on how to safely operate the equipment. For example, a four-wheeler or a golf cart are typically not equipped with seat belts.

Question: What about riding mowers that have a roll-bar (ROPS). When the roll-bar is down, it is recommended that seat belts not be worn. What should employees do?

Answer: The ROPS should, by default, be in the upright position and seat belts worn. In very limited circumstances it may be necessary to lower the ROPS due to an overhead obstruction that cannot be eliminated (i.e. such a pedestrian tunnel under a road.) For working under trees, some members have either trimmed low branches up enough to allow the ROPS to be used or eliminated grass within the drip ring of the tree.

Question: What happens if a member of the IMWCA Pool does not adopt and implement the model policy?

Answer: Failure to adopt and fully implement the policy could result in premium increases. Beginning January, 2023, members who are not addressing seat belt usage will be referred to underwriting by Safety and Risk Improvement.

FUNDING SOURCE: N/A

STAFF RECOMMENDATION: Approve resolution on a roll call vote.

APPROVED FOR SUBMITTAL:

ATTACHMENTS:

1. RESOLUTION NO. 240220-60
2. SeatbeltRestraintModelPolicy 10.10.2023

CITY OF BONDURANT
RESOLUTION NO. 240220-60

RESOLUTION ADOPTING EMPLOYEE HANDBOOK REVISIONS

WHEREAS the City of Bondurant strives to embrace best human resource practices; AND

WHEREAS it is important to review and update the employee handbook to keep current with State and Federal laws and regulations; AND

WHEREAS staff recommend incorporating the City's safety policy into the handbook; and

WHEREAS the employee handbook serves as a tool that governs a wide variety of working conditions, benefits, and expectations; and

WHEREAS the proposed handbook revisions include items related to the City's safety efforts, a return-to-work as well as modifications to the Wellness and Morale policy.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Bondurant, Iowa, that the City of Bondurant Employee Handbook is hereby amended to include the changes as detailed in Attachment A and effective upon passage.

Passed this 20th day of February 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				

Attachment A

Handbook Revisions

Section 5-16 Operation of Vehicles

All employees operating official vehicles, equipment, and personal rental cars on official business and other occupants use seatbelts and shoulder restraints.

Employees operating on and off-road equipment with a Rollover Protective Structure (ROPS) shall use seatbelts when operating the equipment.

Employees are also prohibited from riding in or on parts of a vehicle not designed for human occupancy. This includes but is not limited to pick-up and truck boxes, fenders, steps, and bumpers. This also applies to trailers, ATV dump boxes and lift buckets.

Section 5-12 Health and Safety

Management and Department Head Safety Responsibilities

Management is responsible for providing a place of employment that is free from recognized hazards that could result in injuries or accidents. Since it is impossible for managers to personally observe all employee activities, management must rely on and assure that all supervisors and employees are trained and aware of their safety responsibilities. Other safety responsibilities for managers include:

1. Provide leadership and direction concerning safety activities.
2. Participate actively in the continuous evaluation of the safety program.
3. Set goals concerning safety performance within your department.
4. Review losses for potential trends on a regular basis.
5. Enforce all safety rules.
6. Participate in facility and work site audits.
7. Participate and support all accident investigation activities.
8. Review accident reports and recommend corrective actions.

Supervisors' Safety Responsibilities

Safety is as much a part of the supervisor's responsibility as is getting the job done efficiently. Among the important safety responsibilities of each and every supervisor are:

1. Familiarize yourself with and enforce the safety rules and regulations that have been established by applicable local, state and federal organizations. These regulations are intended to set minimum standards for safety and the contents of the regulations should be enforced as minimum safety requirements for all activities on City of Bondurant's worksites and facilities.
2. Correct all reported hazards. Operating under known hazardous conditions will not be tolerated.

3. Do not permit new or inexperienced employees under your supervision to work with power tools, machinery or complex equipment without proper instruction and training.
4. Give adequate instructions. Do not assume that an employee knows how to do a job unless you personally have knowledge that the person can perform the task correctly.
5. Ensure tools, equipment and machinery being used in the workplace is in proper working condition. Do not allow the use of unsafe tools or equipment under any circumstances.
6. Ensure that proper personal protective equipment is available and used by employees when necessary or required.
7. Always set a good example in safety, such as wearing the proper safety equipment (safety glasses, hard hats, etc.), following policies/procedures, using seat belts, etc.
8. Consistently enforce the requirements of the organization's safety program and any associated rules or policies.
9. Ensure that all employees have access to a copy of the organization's safety program.
10. Encourage safety suggestions from employees under your supervision.
11. Obtain prompt first aid for injured employees.
12. Participate in accident or incident investigations involving your employees.
13. Conduct audits of all work areas and facilities on a regular basis in an effort to improve housekeeping, eliminate unsafe conditions and encourage safe work practices.

Employee Safety Responsibilities

All employees carry a certain amount of responsibility in any safety program. You must be aware that your actions, mental state, physical condition, and attitude directly affect the safety of yourself and your fellow employees. All employees are expected to:

1. Know your job, follow instructions, and think before you act.
2. Use protective equipment (eye protection, hard hats, gloves, etc.), as the job requires.
3. Work according to good safety practices as posted, instructed, and/or discussed.
4. Refrain from any unsafe act that might endanger yourself or your fellow workers.
5. Use all safety devices provided for your protection.
6. Report any unsafe situation or act to your supervisor immediately.
7. Assume responsibility for thoughtless or deliberate acts that may cause injury to yourself or your fellow workers.
8. Abide by all policies, procedures, rules, etc. associated with City of Bondurant's Safety Program.
9. Never operate equipment that you are unfamiliar with or not trained to use. Also, equipment that is defective or in need of repair shall not be used and must be reported to your supervisor.

10. Report all accidents/incidents to your supervisor as soon as they occur.
Failure to report any injury or incident may be cause for disciplinary action.

Safety Committees

A safety committee currently consists of all department heads and as the City grows, should be composed of five to seven employees representing each department or division and recognized for their good work, are safety conscious and have familiarity with the overall work area and equipment.

Employees from all work areas are currently present when safety topics are discussed and when incident reviews are conducted. The committees has the following responsibilities:

1. Review accident/injury investigation reports from all departments to see if corrective measures need to be implemented.
2. Ensure that quarterly inspections are conducted in each department's work areas, tools and equipment to identify safety hazards and recommend ways to correct hazards.
3. Coordinate the development of safety rules and safe work methods.
4. Coordinate safety training between departments when possible. This may include films, speakers and exhibits.
5. Report the activities of the committee by sending a copy of their meeting minutes to all departments for posting where all department employees have an opportunity to review them.

Medical Emergency Procedures

The following actions should be taken in the event of a medical emergency:

1. Call **911**.
2. Make sure site is safe before providing assistance. **Do not attempt rescue alone!**
3. Provide assistance to injured person.
4. Notify Name of Safety Committee Chair or designee at telephone number.

Each building will have emergency contacts and telephone numbers posted in a conspicuous manner.

Incident Reporting and Company Nurse

As a City of Bondurant of the Iowa Municipalities Workers' Compensation Association, City of Bondurant's employees are required to report all potential work-related injuries using Company Nurse. Reporting claims through Company Nurse provides employee's access to 24-hour, 7 days a week claims reporting and medical recommendations (triage) from a registered nurse. This report replaces the *First Report of Injury Form*.

To report a claim through Company Nurse, call 1-888-770-0928 and use group code: IMWCA. Employees that fail to report injuries to Company Nurse within 24 hours may be subject to discipline.

Injury and Incident Reporting and Investigation

Many incidents and injuries occurring in the workplace or that involve equipment and property are preventable. In order to prevent future incidents and injuries, it is necessary to immediately review the circumstances surrounding each incident. Once the primary cause for the incident has been established, action shall be taken to prevent recurrence. An Accident/Injury Investigation Form has been developed to facilitate the investigation. The assigned investigator shall complete this form and a copy will be forwarded to the department head and safety committee as applicable for the following incidences:

1. Any work-related accident resulting in an employee needing medical attention.
2. Any work-related accident resulting in damage to property or equipment.

Anytime an employee is involved in an accident with a city/county vehicle which involves private property, whether there is damage or not, the Police/Sheriff's Department should be called immediately. If the Police/Sheriff's Department is called on an incident, the police report shall accompany the *Investigation Form*.

If the investigation determines an employee has contributed to the cause of an incident by failure to obey laws, department or safety rules and regulations, disciplinary action may result.

The department head shall provide a written response to any recommendations by the safety committee or the investigator that outlines corrective actions taken by the department.

Copies of all incident reports and corrective actions shall be kept on file with a copy of the OSHA 300 log for the year that the incident occurred in.

Employer Investigation Report available at www.imwca.org/Claims/pages/Forms.aspx

Training and Orientation

The department head or their designee will provide ongoing safety training in the following areas as the need arises:

- New equipment purchases.
- New/changes in operations.
- Identified areas of increased incidents and injury.
- Newly identified areas of exposure.

- Annual refresher training required for each program.

Documentation of Safety Training

Documentation from any training courses attended by employees, supervisors or managers will be kept for recordkeeping purposes. Documentation associated with safety meetings and training will be kept in the City Finance Director's office. Employees who do not attend regularly scheduled safety meetings or training activities will be identified and scheduled to attend make-up training. Documentation will be noted for employees that attend make-up training.

New Employee Safety Orientation

Department heads or their designee will provide an orientation to all new employees to address the hazards of their position. This will include a review of all safety rules, policies/procedures, equipment, etc., that are applicable to the new employee's area of assignment. The new employees will be given an opportunity to ask any relevant questions that may pertain to their assigned duties. Documentation of the safety orientation training for each new employee will be maintained in the City Finance Director's office

Hiring Practices

Safety starts with the proper hiring practices to ensure that the person being hired for a position is physically and technically capable of safely performing the task(s).

It is the policy of City of Bondurant that new employees may undergo a pre-placement physical. If necessary, the employee will be directed to the City of Bondurant's designated medical provider. The physician performing the physical shall present an opinion as to the employee's ability to perform the task. The costs of the physical shall be paid by the city.

Job Descriptions

It shall be the responsibility of the department head or their designee to provide a copy of the applicable job description to the physician conducting a pre-placement physical for each new employee undergoing a physical. Each department head shall be responsible for periodically updating all job descriptions within their department to ensure they adequately reflect the requirements of the job.

Medical Services

Designated Physician Policy

The City of Bondurant has designated the following facilities as its workers' compensation authorized treating healthcare provider as provided by law under Chapter

85.39 of the *Code of Iowa*. Employees with a work-related illness or injury will be required to have their initial evaluation with this healthcare provider. If appropriate, and with prior approval from IMWCA, the physician/clinic may make referrals to other specialists.

Type	Name	Address	City
Non-ER	Concentra	2100 Dixon St., Suite E	Des Moines
ER	Mercy Medical Center	1111 6 th Avenue	Des Moines
ER	Iowa Methodist	1200 Pleasant	Des Moines
Non-ER	Unity Point Occ Health	1810 SW White Birch Circle	Ankeny
Non-ER	and Wellness Unity Point Urgent Care	3625 North Ankeny Boulevard	Ankeny

If an employee decides to go to another provider without the referral from the authorized treating physician/clinic, the employee will be responsible for all expenses related to those visits. No workers' compensation benefits may be claimed unless seen by the authorized treating physician/clinic.

First Aid

Any injury may be treated by the supervisor or other available personnel in accordance with their individual abilities and the severity of the injury. Each department supervisor or a designee will receive American Red Cross first aid training.

Medical treatment is mandatory for any of the following:

- Severe chest pains
- Traumatic injuries (head injury or severe cut)
- Loss of consciousness or severe dizziness

At least one first aid kit shall be maintained in each occupied building. In addition, a first aid kit shall be located in each vehicle, authorized by medical personnel. It is recommended that kits be inspected on a regular basis, replacing used, missing, soiled, damaged or outdated items. Make sure all employees are advised of the location of the first aid kits. Oral medications such as aspirin, antacids, or salt tablets are not to be provided in these kits.

An eye wash station suitable for quick drenching or flushing of the eyes and body shall be provided within the work area for immediate use if employees are exposed to harmful materials.

Return-to-Work Program

PURPOSE: It is the purpose of this program to provide guidelines for employees injured on the job who are unable to return to his/her regular job classification upon returning to work.

Objectives:

To return employees who are injured on the job to work as soon as possible when there is not a risk of harm to themselves and others.

To minimize financial hardship and emotional stress to the employee who has sustained a work-related injury.

To assist employees in returning to work at a level as close as practicable to his/her pre- injury earnings and productivity.

To retain qualified and experienced employees.

To reduce the cost of disability benefit programs.

POLICY

It is the policy of the City of Bondurant to provide modified or alternate work for employees injured on the job, who are unable to temporarily or permanently return to his/her regular job classifications. Regular modified and alternate work will be provided as available in compliance with the Americans with Disabilities Act (ADA) and Iowa Workers' Compensation Act.

The City of Bondurant will make reasonable accommodations to a disability unless the accommodations would impose an undue hardship on the employer. The disabled employee must be able to perform the essential functions of the job with or without reasonable accommodation.

The feasibility of reasonable accommodations shall be determined on a case-by-case basis taking into consideration the employee, the specific physical or mental impairment, the essential functions of the job, the work environment, and the ability to provide accommodations.

Temporary Alternate Duty (TAD):

TAD is defined as modified duties or hours assigned to a worker injured on the job, when the physician indicates they can return to work but who are not yet physically capable of handling the entire job duties normally assigned, and his/her work-related injury has not reached maximum medical improvement.

The purpose of TAD is to provide temporary work, within medical restrictions, for employees injured on the job. TAD may be available with medical prognosis indicating

that the employees are expected to return to full duty following a course of medical treatment.

If an alternate duty position is available, employees must be provided with TAD as soon as medically feasible. TAD should be consistent with the employee's physical/mental abilities.

Employees in TAD capacity will continue to receive the salary and benefits of his/her job classification. These will be proportionately adjusted in the case of part-time work. Status of TAD assignment should be reviewed after each medical appointment, normally every 7 to 14 days. TAD will not normally exceed three months.

TAD Procedures:

The City of Bondurant City Administrator or Workers' Compensation Designee:

1. Informs physician about the TAD program.
2. Informs employee about the TAD program.
3. Informs workers' compensation claims examiner of employee's availability to the TAD program.
4. Obtains information regarding medical condition of employee from physician(s).

Department Representative and/or Employee's supervisor, along with Workers' Compensation Designee:

1. Develops work assignments on a case-by-case basis, if available, depending on medical restrictions.
2. Develops appropriate TAD assignments, and monitors on-going medical and work adjustment.
3. May meet with injured employees to review TAD status.

Employee:

1. Reviews and signs Return to Work Program Statement of Acknowledgment.
2. When the physician has determined that Maximum Medical Improvement has been reached and the employee is able to perform the essential job duties of his/her job with or without reasonable accommodations, the employee shall return to the job classification and duties held prior to the work injury.
3. When the physician has determined that Maximum Medical Improvement has been reached, and the employee is unable to perform the essential job duties of his/her job with or without reasonable accommodations, the employee will be assigned to a Ninety (90) Day Modified Duty Assignment.
4. An employee assigned to a Modified Duty Assignment will report to in his/her regular department. The employee shall be assigned to do whatever work he/she is able to do, under the restrictions that the physician has placed on the employee.

5. An employee placed on Ninety (90) Day Modified Duty Assignment shall continue to receive the salary and benefits of his/her job classification.
6. During the ninety (90) day period, employees on Modified Duty Assignment will be encouraged and afforded opportunities to bid on or apply for other jobs for which they are able to perform the essential functions of the job.
7. The Human Resources Department will provide notices of available jobs to each employee on Modified Duty Assignments.
8. At the conclusion of their ninety (90) day Modified Duty Assignment period, employees who have been unsuccessful in obtaining other jobs for which they are qualified and for which they are able to perform the essential functions, shall be laid off. Laid off employees shall be afforded all rights and benefits included in applicable collective bargaining contracts and/or personnel policies in effect at the time of the layoff

Permanent Restriction Resulting From Personal Injury/Illness:

1. Employees who are off work due to personal injuries or illnesses may be required to complete functional capacity examinations before they can return to his/her former jobs. The cost of such examination will be paid for by the employer.
2. When an employee's personal injury or illness has reached maximum medical improvement and there are restrictions that prohibit the employee from performing the essential functions of the employee's job, The City of Bondurant will return the employee to work in his/her former job if the restrictions can be reasonably accommodated.
3. If the permanent restrictions resulting from an employee's personal injury or illness prohibit the employee from performing his/her job's essential functions with or without reasonable accommodation, the employee shall be laid off. Laid off employees shall be afforded all rights and benefits included in applicable collective bargaining contracts and/or personnel policies in effect at the time of the layoff.
4. While the employee is laid off and eligible for recall to his/her former job, the Human Resources Department will provide the employee available job notices.
5. The City of Bondurant will assist employees laid off as a result of permanent restrictions to apply for permanent disability from Social Security and IPERS when it is appropriate.

Responsibilities of the Employee:

1. The laid off employee is responsible for notifying the Human Resources Department of any changes to his/her current mailing address. Job vacancy notices will be mailed to the last address shown on the City of Bondurant records.
2. To determine the appropriateness of the job assignment, the employee who is unable to return to work without restriction is responsible for keeping his Department Head (or the Department Head's designee) informed of the status of the employee's medical condition.

3. If the employee rejects any assignment which is compatible with given medical restrictions, the employee shall not be compensated by City of Bondurant or the City of Bondurant workers' compensation carrier with temporary, partial, temporary total or healing period benefits during the period of refusal (*Code of Iowa, Section 85.33*).
4. The employee assumes responsibility for contacting the Human Resources Department to apply for available jobs.

Outside Contractors

In hiring short term contractors, the City of Bondurant will require the contractors to submit proof of their safety programs and successful safety training. Before a contractor commences work in a City of Bondurant workplace, the project coordinator and/or supervisor who controls the work area will be responsible for informing all outside contractors of the elements of all safety programs of the city that affect the project.

Contractors who fail to follow safety program requirements will be asked to leave the premises. Contractors with an insufficient program will not be allowed to begin work until their program meets or exceeds the requirements of this program.

Disciplinary Policy

Each employee is required to comprehend and abide by the contents of City of Bondurant Safety Program.

Safety reprimands

Should employees be observed not following documented safety rules/procedures, the Employee will be subject to discipline up to and including discharge. Supervisors should make every effort to ensure employees are following safe work practices.

The City of Bondurant has developed a progressive disciplinary policy that applies to the safety and health program, as well as other aspects, of this organization. The disciplinary policy is a tool to ensure enforcement of the rules and procedures for a safe and healthful working environment. The disciplinary policy applies to all employees of City of Bondurant.

Verbal warnings

Supervisors may issue verbal warnings to employees that commit minor infractions or violations of the safety rules or safe work practices. Continued violations or verbal warnings will lead to more stringent action.

Written warnings

Supervisors may issue written warnings for the following:

1. Repeated minor violations of safety rules or procedures.
2. Single serious violations of a rule or procedure that could have potentially resulted in injury to themselves or another employee or could have caused property damage.
3. Activities that could potentially result in injury or property damage.

Disciplinary leave

supervisors may recommend and management may institute disciplinary leave for the above reasons and the following:

1. A single serious violation of a rule or procedure that results in an injury to themselves, another employee or causes property damage.
2. Repeated violations or non-conformance to safety rules/procedures.

Termination

supervisors and management may recommend or carry out termination of any employee for repeated serious violations of the above circumstances.

Documentation

The supervisor will maintain records of disciplinary action. Violations of City of Bondurant rules, regulations or procedures will be documented by filling out an Employee Reprimand Report on the employee. The report will state the type of violation and corrective action(s) taken. The employee must read and sign the report acknowledging that they understand the seriousness of the violation.

Department Self-Inspection Checklists

Since the success of any safety program depends on identifying hazards and taking immediate corrective action, quarterly department self-inspections are required. Each department shall develop its own checklist to assist in the inspections. The completed checklist should be submitted to the safety committee and reviewed at the monthly safety committee meetings.

Reporting Unsafe Acts/Unsafe Conditions

All employees are encouraged and required to immediately report any unsafe acts or unsafe conditions.

1. Stop work immediately and secure the location or lockout unsafe equipment.
2. Inform immediate supervisor of problem.
3. Complete *Unsafe Conditions Report*.

Personal Protective Equipment

The City will also provide Personal Protective Equipment (PPE) to employees as appropriate. The Department Head/Employee supervisor is responsible for hazard assessment required for this program. Upon completion of the assessment, the program administrator will select and purchase the needed equipment. The supervisor will then ensure employees are trained on the proper fit, usage and maintenance of the required PPE. The supervisor is also charged with an annual review of the program. Employees shall be trained in PPE usage guidelines, including:

1. What PPE is necessary for each situation encountered in the workplace,
2. How to properly adjust, put on, wear and remove PPE,
3. Limitations of the specific PPE provided by the employer, and
4. Proper maintenance, useful life and disposal of PPE.

General Safety Rules

1. Each employee will be required to comprehend and abide by the contents of this safety program.
2. All accidents, no matter how minor, shall be reported immediately to the supervisor.
3. All hazardous conditions, actions and/or practices shall be reported to the supervisor.
4. Work areas, including the inside and outside of vehicles and buildings, shall be kept clean and orderly at all times.
5. Employees are only to operate equipment/tools that they are trained and authorized to operate.
6. Smoking is prohibited in areas where there is a danger to equipment, materials, coworkers or buildings, or where "No Smoking" signs are posted.
7. Employees must use all safety devices and personal protective equipment provided for their protection.
8. Employees shall wear clothing and shoes suitable for the particular work they are doing.
9. Employees must use assisted lifting devices or obtain assistance from a coworker when lifting heavy objects.
10. Guards are never to be removed except when authorized to make repairs or adjustments. Replace guard immediately upon completion of work.
11. The use of drugs and alcohol during working hours is prohibited. Any employee reporting for work under the influence of alcohol or controlled substances is subject to disciplinary action.
12. Any employee taking prescription drugs or over-the-counter drugs that could impair assigned work shall report this fact to the supervisor as required by the Alcohol and Controlled Substances Policy.
13. Employees shall not engage in practical jokes or horseplay that could result in injury to themselves, others or cause property damage.

Specific Safety Programs and Procedures

Employees will be trained on specific programs and procedures in their departments that may include the following:

1. Personal Protective Equipment
2. Respiratory Protection
3. Hearing Conservation
4. Lockout/Tagout
5. Confined Spaces Entry
6. Hazardous Communications
7. Blood-Borne Exposure Control Plan

Eye and face protection

Suitable eye protectors (safety glasses, goggles, face shields, wire mesh masks, etc.) must be provided where there is potential for injury to the eyes or face from flying particles, molten metal, liquid chemicals, acids or caustic liquids, chemical gases or vapors, body fluids, potentially injurious light radiation or a combination of these. To read the standard go to:

https://www.osha.gov/pls/oshaweb/owadisp.show_document?p_table=STANDARDS&p_id=9778.

Respiratory Protection

Devices such as dust masks, canister respirators, self-contained breathing apparatus or other such apparatus must be provided to employees that are exposed to harmful dust, fogs, fumes, mists, gases, smoke, sprays, or vapors. Persons working in oxygen deficient or oxygen enhanced atmospheres must also be protected.

Persons using the devices must be fit-tested to the device, tested to see if they are physically able to use the devices, and trained in the use and care of the devices. To read the standard go to:

https://www.osha.gov/pls/oshaweb/owadisp.show_document?p_table=STANDARDS&p_id=12716.

Head Protection

Employees working in a location where there is danger of being struck in the head by falling objects or other dangers from above such as electrical hazards must wear head protection. To read the standard go to:

https://www.osha.gov/pls/oshaweb/owadisp.show_document?p_table=STANDARDS&p_id=9785.

Foot Protection

Persons must have foot and leg protection if their feet are subject to crushing foot injury. The feet must also be protected from puncture by sharp objects, molten metal, hot

surfaces, wet and slippery surfaces. This also requires leg protection for persons using chainsaws and other devices that could cause injury to legs. To read the standard for to: https://www.osha.gov/pls/oshaweb/owadisp.show_document?p_table=STANDARDS&p_id=9786.

Electrical Protective Equipment

Persons involved in power generating or power distribution construction and maintenance must be protected from shock, electrocution and burn hazards. Appropriate clothing and PPE will be provided based on exposure. Gloves, sleeves and fiberglass tools will be inspected by a qualified person. To read the standard go to: https://www.osha.gov/pls/oshaweb/owadisp.show_document?p_table=STANDARDS&p_id=9787.

Hand Protection

Workers hands and arms must be protected from cuts, burns, chemicals, bodily fluids and other recognized hazards. Proper hand wear must be selected for the task. Material safety data sheets specify the type of hand wear needed for handling various chemicals. To read the standard go to: https://www.osha.gov/pls/oshaweb/owadisp.show_document?p_table=STANDARDS&p_id=9788.

Occupational Noise Exposure – Hearing Conservation

The noise level of the workplace must be measured to determine if hearing protection is required. Hearing protection must be provided for persons exposed to noise levels exceeding limits set forth in 1910.95.

Employees must be tested for hearing capacity to establish a base line for use when succeeding tests are made. The employer must furnish ear protection that will diminish the noise to acceptable levels. Foam earplugs, ear “muffs”, or other suitable method may be used to reduce noise exposure when no other way to reduce the noise level is possible.

Employees’ hearing must be tested annually and compared to the base line test to see if the hearing conservation program is effective. If the tests reveal further hearing loss, the employer must make every effort to further reduce the noise level exposure to the employee. To read the standard go to: https://www.osha.gov/pls/oshaweb/owadisp.show_document?p_table=STANDARDS&p_id=9735.

Water hazards

A U.S. Coast Guard approved life jacket or buoyant work vest is required when there is danger of falling into water at the work site. For emergency rescue operations, boats and ring buoys with at least 90 feet of line are required when working over or on water.

Visibility issues

Class 2 Hi Visibility clothing is required when working in or near the road right-of-way and exposed to traffic hazards. Class 3 Hi Visibility clothing with reflective material designed for high nighttime visibility is recommended for nighttime or low light conditions.

Personal wear items

The employer must furnish all PPE, except personal wear items. Personal wear items worn frequently or daily, such as safety toed footwear or prescription safety glasses are usually purchased by the employee, though the employer may choose to share the cost. Specialized footwear such as steel toed hip boots or other items used infrequently should be furnished by the employer.

Personal wear items should be replaced on a timely basis, e.g., yearly, every second year or whenever the item is damaged as a result of work activity. For example, an employee inspecting on an asphalt-paving project has safety toe shoes ruined by the tack oil and hot mix. This would be abnormal wear and the cost should be born by the employer. These situations should be judged on a case by case basis.

Section 3-13 Wellness and Moral Program

Morale

The following guidelines are approved by the Bondurant City Council for the purpose of purchasing flowers and supplies for events.

The City may purchase sustenance supplies for their departments, including plates, cups, utensils, napkins, coffee, tea, water, filters, sweeteners deemed necessary by the department head and bearing the necessity of providing supplies for events, meetings or other activities directly associated with City business activities and events.

The City also may schedule and fund one annual Employee Recognition Event within budgeted guidelines. Employee recognition may include incentives for employment milestones (such as 5, 10, 15, etc. employment acknowledgement), the distribution of

As part of the Morale Policy, the City may award a gift to full and part-time regular permanent employees as recognition for their dedicated services throughout the year, contingent upon budget approval in the regular budget process. This initiative is

designed to enhance morale, foster a sense of community during the holiday season, and is aligned with our commitment to financial prudence and flexibility.

The City may send flowers, a plant, or some other type of physical memorial for the employees or family members of employees, elected officials, appointed officials or former City of Bondurant associates in a similar role who are suffering illness or a family death in the immediate family. Immediate family is designated in personnel policy handbooks, and the gift shall be for a one-time purchase per event. The maximum expenditures shall not exceed fifty dollars (\$50) including delivery charges for either event, unless extenuating circumstances occur which are specifically approved by the City Administrator. Each department head is responsible for their department. The City Administrator may approve for others as deemed appropriate.

Seatbelt/Restraint Policy

The Iowa Municipalities Workers' Association (IMWCA) model programs and policies may be used as guidance in developing safety programs and policies that your organization will modify to meet the conditions and practices of your workplace. You must develop programs and policies, in consultation with your legal counsel and personnel professional, to meet the specific needs of your organization. IMWCA does not guarantee that the programs and policies will prevent accidents and losses or satisfy local, state and federal regulations.

Purpose

This policy was created to protect the safety of our employees while operating official vehicles, equipment, personal and rental cars on official business.

Copies of this policy and procedures will be accessible to employees at City of Bondurant in the handbook under section 5-16.

Leadership and Accountability

Department Heads will be responsible for enforcing and annually evaluating the seatbelt/restraint policy of their department.

Employees are accountable for following the policy and ensuring that other occupants of the vehicles or equipment they operate abide by the policy.

Policy

It is the policy of City of Bondurant that all employees operating official vehicles, equipment, personal and rental cars on official business and other occupants use seatbelts and shoulder restraints.

Employees operating on and off-road equipment with a Rollover Protective Structure (ROPS) shall use seatbelts when operating the equipment.

Employees are also prohibited from riding in or on parts of a vehicle not designed for human occupancy. This includes but is not limited to pick-up and truck boxes, fenders, steps and bumpers. This also applies to trailers, ATV dump boxes and lift buckets.

Failure to comply with these rules is a violation of the City's safety policies, which is cause for disciplinary action.

Employees should refer questions or comments about this policy to the Finance & Employee Services Director.

Employee Information and Training

All employees will be trained on the policy. Training will be documented and the records stored in their employee file.