February 2018 Council Conner Updates and highlights on Council events, information and more!

Young Purchase Agreement

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The City has interest in purchasing property in the downtown area for use as a public purpose. The property is locally known as 113 Main Street SE and the lot adjacent to it on the south. The purchase price is \$80,000 and other consideration as detailed in the attached purchase agreement. The agreement calls to close on the property by March 15th.

BRSC Rebid

At 6:00 P.M. on the 20th of February 2018, the City Council of the City of Bondurant, Iowa will, in the Council Chambers at the City Hall, 200 2nd Street NE, Bondurant, Iowa, hold a hearing and said Council proposes to adopt plans, specifications, form of contract and estimate of cost for the Bondurant Sports Fields Grading Plan - Rebid.

The City has determined it is in the City's best interests to add fields to the Bondurant Recreational Sports Complex. Construct Bondurant Sports Fields Grading Plan project including all labor, materials and equipment necessary to grade 11 soccer including approximately 18,000 cubic yards of

excavation, approximately 1,750 linear feet of 4-inch drain tile, approximately 1,650 linear feet of 8-inch drain tile, cleanouts, 1 manhole, rock for pipe, backfill, erosion control, surface restoration, mobilization and miscellaneous associated work including cleanup.



Proposed Budget



The bulk of the City's budget for FY19 is driven by capital projects and personnel costs. The City currently has 16 regular, full-time and four part-time regular authorized positions, as well as two crossing guards. (Not all positions are currently occupied.) Of the 16 current fulltime employees: five are in Public Works; two in Fire, three in Library; two in Administration; one in an administrative support role; one in customer service/utility billing; one in city records; and one in Parks and Recreation. Approximately 35 *paid on call* employees comprise the rest of the employees in the Fire Department. The budget contains two additional positions, one in Fire

and one in Public Works; and the expansion of a part-time to a full-time position in the Library, bringing the new full-time City employee total to 19 positions.

The capital spending plan reflects council priorities set by council last year and affirmed earlier this year. The priorities which rose to the top include the completion of the first phase of the Bondurant Recreational Sports Complex expansion; 88th Street Overlay (Hubbell to 2nd Ave NE), Lincoln Street Storm Sewer Paving; 2nd Street NW Culvert replacement; NW Sewer Extension; Pleasant Street NE Overlay (2nd Street NE to NE 86th Ave) and a downtown parking project. Additionally, when balancing the capital needs with proposed GO Bond issue for August; staff was able to accelerate the park development projects in Efnor Estates and Pleasant Grove and recommends advancing those projects from FY 21 to FY 19. In total, the FY 19 budget includes \$488,534 in capital equipment/maintenance expenditures and \$3,938,000 in capital projects, totaling \$4,426,534 in planned capital expenditures.

The tax rate is \$13.78948 per \$1,000 of taxable valuation. This rate is approximately \$.05 less than last year's rate of \$15.83440.

This budget represents the culmination of Council priorities and financial planning. It reflects a great deal of hard work and difficult choices that Council has undertaken past and present.

Finance Director Job Description

The City's Finance Director is planning to retire at the end of July. The resolution updated the position description and salary range in preparation for recruitment for this position.

The reason staff is preparing documents early is because of scheduled staff absences throughout February/March and we want to make sure that we have time to make the appropriate arrangements to get the recruitment underway in a timely manner.



Highway 65 Utility Extension Project

The City is planning to extend infrastructure, both sewer and water, to the new Bondurant Industrial Facility located just off Highway 65.

Veenstra & Kimm, Inc. anticipates completing the design and preparation of the plans and specifications for the Highway 65 Utility Extension project about February 7, 2018. Given the schedule for the industrial project and the current bidding climate, it appears appropriate for the City to consider moving forward with the bidding phase of the project at this time. In deciding whether to move forward with the bidding phase of the project, there are two issues to be considered. The first issue is most of the water main is located in the Highway 65 right-of-way. The Iowa Department of Transportation will need to approve the Utility Accommodation Permit for the water main. The Utility Accommodation Permit application for the water main will be submitted to the Iowa Department of Transportation on or about February 9, 2018. It is anticipated any major concerns from the Iowa Department of Transportation will be forthcoming in a week or two after the submittal of the application. If there are minor adjustments based on the response from the Iowa Department of Transportation, those issues can be addressed by addendum prior to the bid letting or by change order during construction. There is a risk the Iowa Department of Transportation could decide it will not allow the water main to be located in the right-of-way, although this appears unlikely, but must be mentioned that it is a possibility, as it is a risk of moving forward with bidding. In discussion with the project designer, a favorable bidding climate is one of the driving factors to move forward with bidding at this time. In the event, the Iowa Department of Transportation does not allow the water main within the Highway 65 right-of-way the City will need to relocate the water main to private property and acquire the necessary easements. This will result in a delay while the easement acquisition is completed. If this occurs, the likely courses of action will be to cancel the bid letting and to rebid the project after the easement acquisition has been completed or to bid the project and work with the low bidder to address the changes in the project due to a shift in the alignment of the water main. Because it does not appear likely the Iowa Department of Transportation will refuse to allow the water main in the right-of-way, the project engineering indicates that it appears reasonable to move forward with the bid letting while recognizing the possibility of the water main not being allowed in right-of-way.

The sanitary sewer requires the acquisition of an easement from the owner of the property on the east side of the highway and a Utility Accommodation Permit from the Iowa Department of Transportation. It is not anticipated the Utility Accommodation Permit for this crossing will be an issue as the Iowa Department of Transportation allows this type of sanitary sewer crossing. With respect to the sanitary sewer, the potential issue is the time necessary to acquire the easement on private property.

In recognition of the schedule and easement issues, the project engineer has included in the bidding documents an indication the City will issue the Notice to Proceed for the water main on or before March 26, 2018. This slight delay after the award of contract provides the City the option to make adjustments in the water main should the Iowa Department of Transportation object to the alignment and the City decides it will not cancel the letting, but will defer the award of contract pending the realignment to locate the water outside of the right-of-way. The project engineer writer has included in the bidding documents the ability to delay the Notice to Proceed for the sanitary sewer until June 1, 2018. This provides the City time to address the easement acquisition issues without delaying the start of the water main. The developer will probably require water before sanitary sewer is required and there are advantages to not tying the schedules of the two components too tightly together.

Calendar City Council Meetings

The following meetings will be held in the Council Chambers: February 5 @ 6:00 p.m. February 20 @ 6:00 p.m. For the most current information, go to www.cityofbondurant.com.

Cemetery Plot Prices

The purchase price for internment rights in a plot at the Bondurant Perpetual Cemetery (two spaces per plot) is \$900 if purchased by and for a resident of the City of Bondurant, Iowa, Polk County and \$1,800 if purchased by and for a non-resident of the City of Bondurant, Iowa, Polk County. Effective January 1, 2020, the purchase price for internment rights for a plot at the Bondurant Perpetual Cemetery (two spaces per plot) is \$1,400 if purchased by and for a resident of the City of Bondurant, Iowa, Polk County and \$2,800 if purchased by and for a nonresident of the City of Bondurant, Iowa, Polk County.

Cemetery Hours

The Bondurant Cemetery is open from dawn until dusk, with dusk being defined as 30 minutes after the sun goes down.



Cemetery

The City Council passed an ordinance regarding cemetery regulation and lot prices.

1. Decorations are allowed 10 days before and removed two weeks following Memorial Day, Fourth of July and Labor Day.

- 2. Posted speed limit is 10 mph.
- 3. Parking on roadway only.
- 4. Pet must be on a leash and cleaning up after pets is mandatory.
- 5. Shepherd hooks should be placed as close to the stone as possible.
- 6. No trees, shrubs, or flowers shall be planted on any lot. The city reserves the right to remove

unauthorized plantings, including the removal of existing plantings on individual lots. The city is

under no obligation to replace the planting and is under no obligation to compensate the owner

and/or heirs of the lot for the plantings.

7. Hedges or other lot enclosures are not allowed. No hedges, fences or enclosures of any kind will be

permitted on or around lots.

8. The use of wire, glass or other shatterable materials is strictly forbidden. Glass containers for flowers

or wire used for anchoring or for stabilizing decorative materials are extremely dangerous to

cemetery workers using modern mowing and other equipment.

9. Arrangements for interment shall be made with City Hall at least two days prior to the interment.

10. The spreading of cremated remains above ground is strictly prohibited.

11. The carrying or discharging of firearms by any person on the grounds of the cemetery is prohibited,

except military funerals.

12. The City accepts no responsibility or liability for any item placed at the site that is removed, missing

or stolen.

13. Loitering and/or solicitation on cemetery property is prohibited at all times.

14. Littering in the Cemetery is prohibited.

15. It is prohibited to remove, damage, or destroy any tree, shrub, or plant in a cemetery.

16. Smoking is not permitted in the cemetery.

17. It is prohibited to dig in a cemetery or desecrate a gravesite.

18. Removal of any flower from a gravesite other than those belonging to your family or loved one is

strictly prohibited.

For more information, contact City Hall.