

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

BONDURANT CITY COUNCIL

Minutes

June 17, 2024

Bondurant City Council

1. Roll Call

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

Absent: Council Member Chad Driscoll

City Officials Present: City Administrator Marketa Oliver, City Clerk Shelby Hagan, Public Works Director John Horton, Fire Chief Aaron Krueder, Assistant Fire Chief Tony Rauterberg, City Engineer Greg Roth, Library Director Jill Sanders

2. Call to Order and Declaring a Quorum

Mayor Elrod called the meeting to order at 06:00 PM and declared a quorum.

3. Abstentions declared

None.

4. Perfecting and Approval of the Agenda

Motion by Pepper, seconded by McKenzie, 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 June 3, 2024, City Council Meeting Minutes

b. Claims List

c. Applications for Council Approval

d. Receive & File - Library Board Meeting Minutes of May 1, 2024 & Director's Report

e. Receive & File - Bondurant Emergency Services May 2024 Monthly Report

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

- f. Receive & File - Bondurant Emergency Services Facility Bid Package #2 - Precast (Supply Only) in the amount of \$712,439
- g. R-240617-123- Resolution approving Pay Request No. 1 to Gerard Tank & Steel for the Water Tower Project in the amount of \$697,752.68
- h. R-240617-124- Resolution authorizing the Mayor to execute an amendment #1 in the amount of \$25,120 to the Agreement with OPN Architects for Commissioning Services related to the Bondurant Emergency Services Facility
- i. R-240617-125- Resolution appointing Jacob Huxford to the City's Tree Board
- j. R-240617-126- Resolution regarding approval of a waiver of review of the Parcel 2024-88, a Plat of Survey located in unincorporated Polk County within two miles of Bondurant's City Limits
- k. R-240617-127- Resolution approving additional Civic Campus Phase I easement and right-of-entry documents for the Myers 1 Certified Site area and authorizing payment for such land rights in the amount of \$66,159
- l. R-240617-128- Resolution approving Pay Request No. 2 to Brothers Cleaning Corporation DBE Brothers Concrete for the Bondurant City Park Reconstruction Project in the amount of \$286,770.96
- m. R-240617-129- Resolution of endorsement for the City of Bondurant's grant application request to the Iowa DOT's State Recreational Trails Grant Program for funding to assist with constructing the east extension of the Chichaqua Valley Trail in the area east of Highway 65 and south of the Bondurant Industrial Park
- n. R-240617-130- Resolution affixing a date for a public hearing to consider a text amendment to Section 177.09 of the Zoning Code regarding bicycle parking requirements.
- o. R-240617-131- Resolution approving amendment no. 2 to the professional services agreement with Veenstra & Kimm for the design of the Certified Site/Civic Campus Area Improvements Project in the amount of \$170,200

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

- p. R-240617-132- Resolution approving action to order construction and set date of public hearing for plans, specifications, and recommendation of award of contract for the 1st Street SW and 3rd Street SE Parking Projects
 - q. R-240617-133- Resolution approving IMWCA Renewal
Motion by Cox, seconded by McKenzie, to Approve the Consent Agenda. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa. Nays: None. Absent: Driscoll. Motion carried 4-0.
6. Guests requesting to address the City Council
7. **Public Hearing**
- a. Public hearing on the proposed plans, specifications, form of contract, estimate of cost for the Park Side Trail Connection Project
Mayor Elrod opened the public hearing at 06:05 PM.

City Administrator Oliver provided an update on the project, announcing that the city received favorable bids from twelve bidders for the initiative to connect neighborhoods.

Mayor Elrod closed the public hearing at 06:07 PM.
 - b. Public Hearing to consider adoption of the Pavement Management Program
Mayor Elrod opened the public hearing at 06:07 PM.

Public Works Director Horton provided background information regarding the Pavement Management Program.

Mayor Elrod closed the public hearing at 06:14 PM.
8. Action Items
- a. R-240617-134- Resolution approving the amended Featherstone Townhomes Plat 1 Final Plat
Caleb Smith, Hubbell Realty Company, presented the amended Final Plat to the council.

Motion by Cox, seconded by McKenzie, to Approve R-240617-134. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa. Nays: None. Absent: Driscoll. Motion carried 4-0.

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

- b. R-240617-135- Resolution adopting the City of Bondurant Pavement Management Program
Motion by Pepper, seconded by Cox, to Approve R-240617-135. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa. Nays: None. Absent: Driscoll. Motion carried 4-0.
 - c. R-240617-136- Resolution authorizing City staff to release the Zoning, Subdivision, and Sign Code update Request for Proposals
Motion by Cox, seconded by Pepper, to Approve R-240617-136. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa. Nays: None. Absent: Driscoll. Motion carried 2-0.
 - d. R-240617-137- Resolution awarding the contract for the Parkside Trail Connection Project storage tank to RW Excavating Solutions LC. in the amount of \$467,721.18
Motion by Cox, seconded by Pepper, to amend the resolution removing "storage tank" and Approve R-240617-137. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa. Nays: None. Absent: Driscoll. Motion carried 4-0.
9. Discussion Items -
- a. Chamber Liaison
Council Member Cox volunteered to be the Chamber liaison.
 - b. Timing for Construction of Additional Detention Pond for Civic Campus
Public Works Director Horton updated the council on the timing for the detention pond. City Engineer Roth provided more insight on the project and discussed cost.
 - c. Update and discussion on City Park Project
City Administrator Oliver provided an update on the City Park Project, noting that twelve weeks of construction remain. The splash pad will be included in phase two. The council discussed various aspects of the different phases.
10. Reports / Comments and appropriate action thereon:
- a. Mayor
WRA meeting tomorrow, and MPO meeting on Thursday.
 - b. Council Members
Cox - DART, EPIC, and Library Board meeting updates.
Sillanpaa - Chamber, P&Z update, and Hillbilly Bike Ride event report.
McKenzie - ICON update.
Pepper - MWA meeting on Wednesday.
 - c. Administrator
Grant updates, Truman Drive update, Water Tower lifting ceremony.

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

- d. Directors
 - Sanders - Department update.
 - Murray - Parks & Recreation Board meeting update, Census hiring event on Wednesday.
 - Horton - Project updates.
 - Kreuder - Department update.
- 11. **Closed Session**- Pursuant to Iowa Code 21.5.1(j) to discuss property acquisition and 21.5.1(c) potential or pending litigation
 - Motion by Pepper, seconded by McKenzie, to Move into Closed Session at 07:20 PM. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa. Nays: None. Absent: Driscoll. Motion carried 4-0.
 - Mayor Elrod closed the Closed Session at 07:49 PM.
- 12. Adjournment
 - Motion by Pepper, seconded by Cox, to adjourn at 07:50 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 June 17, 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