

**A virtual meeting was offered.*

BONDURANT CITY COUNCIL

Minutes

November 4, 2024

Bondurant City Council

1. Roll Call

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

City Officials Present: City Administrator Marketa Oliver, City Clerk Shelby Hagan, Planning & Community Development Director Maggie Murray, Public Works Director John Horton, Fire Chief Aaron Kreuder, Library Director Jill Sanders, Assistant Fire Chief Tony Rauterberg, City Engineer Greg Roth, City Engineer Will Weber

2. Call to Order and Declaring a Quorum

Mayor Elrod called the meeting to order at 06:05 PM and declared a quorum.

3. Abstentions declared

None.

4. Perfecting and Approval of the Agenda

Motion by Driscoll, seconded by Pepper, to amend the agenda by removing items #5p & #5t. Vote on Motion 5-0. Motion carried. Motion by Driscoll, seconded by Pepper, to approve the agenda as amended. Vote on Motion 5-0. 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 October 21, 2024, & October 29, 2024 City Council Meeting Minutes
- b. Claims List
- c. Applications for Council Approval
- d. Receive & File - FY24 Street Finance Report
- e. Receive & File - BES September Monthly Report

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- f. R-241104-231- Resolution approving Professional Services Agreement with Shive-Hattery in the amount of \$18,900 for schematic design work associated with the Garden installation at the ARTocka Trail Loop
- g. O-241007-214 - (Third Reading) Ordinance regarding request to rezoning to rezone portions of the Civic Campus North Preliminary Plat area from the Medium Industrial (M-2) District to the General Commercial (C-2) District
- h. R-241104-232- Resolution approving the Annual Finance Report to the State of IA for FY24 and receiving and filing for Audit
- i. R-241104-233- Resolution affixing a date for a public hearing regarding authorizing the City of Bondurant's application for financial assistance with the United States Department of Agriculture, Rural Development, to finance the following project: Water Tower, Associated Water Tower Mains, and Acquisition of the Water Treatment Facility/Wells Site(s)
- j. R-241104-234- Resolution approving pay request no. 5 to Gerard Tank & Steel for the Water Tower Project in the amount of \$151,131.90
- k. R-241104-235- Resolution approving pay request no. 6 to Gerard Tank & Steel for the Water Tower Project in the amount of \$984,100.89
- l. R-241104-236- Resolution approving agreement with HR Green for the Professional Services Agreement for 2nd Street, NW Widening Project Improvements Fireside Dr. NW to Lincoln Street, NE in the amount not to exceed fee of \$149,000.00
- m. R-241104-237- Resolution approving amendment no. 1 to agreement with McClure Engineering for the Professional Services Agreement for 15th Street Area Stormwater Improvements Project in the amount of \$10,500
- n. R-241104-238
- Resolution accepting the Quit Claim Deed from the Polk County Conservation Board regarding its donation of Parcels [8022-29-300-009](#) and [8022-29-400-002](#) to the City of Bondurant for the purposes of extending the Chichaqua Valley Trail through these parcels
- o. R-241104-239- Resolution authoring the Mayor to execute an agreement with FEH Design for design services related to the Parks &

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Recreation Events Center Facility Renovation Project in the amount of \$35,000 for schematic design services + a 6.5% percentage-based factor for design development, bidding, and construction administration services

- p. R-241104-240- Resolution releasing Request for Proposals (RFP) regarding the City of Bondurant soliciting proposals for private development of Lot 1 and Lot 2 of the Civic Campus North Preliminary Plat
- q. R-241104-241- Resolution approving change order no. 2 for added work for the Civic Campus Phase 1 Public Improvements in the amount of \$66,528.28
- r. R-241104-242- Resolution Authorizing Internal Advance for Funding of Urban Renewal Project (Grain District Downtown Redevelopment Project)
- s. R-241104-243- Resolution approving pay request no. 4 to McAninch Corporation for the Civic Campus Improvements Phase 1 Project in the amount of \$86,198.96
- t. R-241104-244- Resolution adopting the 2024 Pavement Standards Recommendations as Formal Policy
- u. R-241104-245- Resolution approving pay request no. 1 to Caliber Concrete LLC for the 1st & 3rd Street Parking Lot Project in the amount of \$90,736.66
- v. R-241104-246- Resolution approving change order No. 1 for added work for the 15th Street, SE and 13th Street Stormwater Improvements in the amount of \$48,380.00
- w. R-241104-247- Resolution approving Amendment No. 3 to the professional services agreement with RDG in the amount of \$220,770 for the design of Phase 2 of City Park
- x. R-241104-248- Resolution approving Terracon Testing Inspections Proposal in the amount of \$42,758
Council members requested clarification on a couple of consent agenda items.

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Motion by Pepper, seconded by Driscoll, to Approve the Consent Agenda.
Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None.
Absent: None. Motion carried 5-0.

6. Guests requesting to address the City Council

Alicia Johnson, 3305 Oak Drive, SW, addressed the council regarding the streetlight situation in her neighborhood. Public Works Director Horton provided an update to the council and the public on the progress, explaining the ongoing collaboration with Shive-Hattery to resolve the issue.

7. **Public Hearing**

a. Public Hearing on the plans, specifications, and form of contract for the Civic Campus Phase 2 Project

Mayor Doug Elrod opened the public hearing at 06:22 PM.

Public Works Director Horton updated the council and the public regarding the project. Brady Carter, Mainline Construction, NE 9153 Morgan Drive, questioned the targeted small business portion of the apparent low bid. City Engineer Weber clarified the discrepancy and explained the process for reaching acceptance.

Mayor Doug Elrod closed the public hearing at 06:28 PM.

8. Action Items

a. R-241021-223- Resolution approving the 28E agreement between the City of Bondurant and the Board of Trustees for the Des Moines Water Works for what will be known as the NE Water Utility Improvements
Motion by Driscoll, seconded by Sillanpaa, to move R-241021-223 off the table. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.

Motion by Driscoll, seconded by Sillanpaa, to move to consider R-241021-223 regarding the 28E Agreement. Vote on Motion 5-0. Motion carried.

The council reviewed the agreement and discussed responses to the questions raised at the previous council meeting.

Motion by Driscoll, seconded by Sillanpaa, to table R-241021-223. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.

b. O-241104-216 - (First Reading) Ordinance Amending Ordinance No. 91-25 Providing for the Division of Taxes Levied on Taxable Property in the

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1991 Addition to the Bondurant Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa

Motion by Pepper, seconded by Driscoll, to waive the first and second reading, and approve the third and final reading of O-241104-216. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None.

Absent: None. Motion carried 5-0.

- c. R-241104-249- Resolution to Approve Urban Renewal Plan Amendment for the Bondurant Urban Renewal Area

Motion by Pepper, seconded by Driscoll, to Approve R-241104-249. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None.

Absent: None. Motion carried 5-0.

- d. R-241104-250- Resolution awarding the contract for the Civic Campus Phase 2 Project in the amount not to exceed \$5.6 million

Public Works Director Horton and City Engineer Weber reported that Alliance Construction Group submitted the lowest bid, totaling \$5,251,693.65.

Motion by Pepper, seconded by Driscoll, to Approve R-241104-250. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None.

Absent: None. Motion carried 5-0.

9. Discussion Items -

- a. DART discussion

The council discussed DART and its stance on remaining a member. With several cities considering withdrawal from DART, funding adjustments and tax formula revisions may be needed to address the shifts in cost distribution across remaining members.

10. Reports / Comments and appropriate action thereon:

- a. Mayor
None.

- b. Council Members
Cox - None.
McKenzie - None.
Sillanpaa - City events meeting update, project comments, grant workshop inquiry.
Driscoll - Election Day tomorrow, questioned the Census timeline, Beggars Night comments.
Pepper - Questioned lights at Porch Swings & Fireflies.

- c. Administrator
Development Conference comments.

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- d. Directors
 - Sanders - Department update.
 - Horton - Department update.
 - Kreuder - Department update.
 - Murray - Department update.
 - Hagan - Department and Chamber 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
Deleted.
- 12. Adjournment
 - Motion by Pepper, seconded by Sillanpaa, to adjourn at 07:55 PM. Vote on Motion 5-0. Motion carried.

Shelby Hagan, City Clerk

ATTEST:

Doug Elrod, Mayor

I, the understated Mayor of the City of Bondurant, Polk County, Iowa, hereby certify that the foregoing is a true and accurate copy of proceedings had and done by the City Council on November 4, 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