

**A virtual meeting was offered.*

BONDURANT CITY COUNCIL
Minutes
December 2, 2024
Bondurant City Council

1. Roll Call

Present:	Mayor Doug Elrod, Council Member Tara Cox, Council Member Angela McKenzie, Council Member Bob Pepper, Council Member Matt Sillanpaa, Council Member Chad Driscoll
City Officials Present:	City Administrator Marketa Oliver, City Clerk Shelby Hagan, Public Works Director John Horton, Planning & Community Development Director Maggie Murray, Fire Chief Aaron Kreuder, Assistant Fire Chief Anthony Rauterberg, Assistant Library Director Michell Klinker-Feld, City Planner Isaac Pezley

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 McKenzie, seconded by Pepper, to amend the agenda by removing item #5f. Vote on Motion 5-0. Motion carried.

Motion by Pepper, seconded by McKenzie, 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 November 4, 2024, City Council Meeting Minutes

b. Claims List and Treasurer's Report

c. Applications for Council Approval

d. Receive & File - BES October Monthly Report

e. Receive & File - October 2, 2024 Library Board Meeting Minutes & Director's Report

**A virtual meeting was offered.*

- f. - Resolution approving appointments to the BRAVO Board for CY 2025
- g. R-241202-268- Resolution approving appointments to the Des Moines Convention and Visitors Bureau Board of Directors
- h. R-241202-269- Resolution approving City Council meeting dates for calendar year 2025
- i. R-241202-270- Resolution selecting persons to serve as commissioner and alternate for the Des Moines Regional Transit Authority (DART) for calendar year 2025
- j. R-241202-271- Resolution designating the Official Depositories for 2025
- k. R-241202-272- Resolution approving appointments to Des Moines Area MPO and Des Moines Area MPO's Transportation Technical Committee
- l. R-241202-273- Resolution approving appointments to the Polk County Joint E911 Service Board for Calendar Year 2025
- m. R-241202-274- Resolution appointing a representative to Eastern Polk Innovation Collaborative (EPIC)
- n. R-241202-275- Resolution approving appointments to MWA Board for CY 2025
- o. R-241202-276- Resolution designating the Official Newspapers of Record for 2025
- p. R-241202-277- Resolution appointing a representative and alternative representative to the Polk County Emergency Management Commission
- q. R-241202-278- Resolution approving appointments for City Legal and Engineering Services for calendar year 2025
- r. R-241202-279- Resolution approving appointments to WRA Board and Technical Committee for CY 2025
- s. R-241202-280- Resolution approving appointments to the ICON Board for CY 2025

**A virtual meeting was offered.*

- t. R-241202-281- Resolution approving Appointments to the BRAVO Board for CY 2025
 - u. R-241202-282- Resolution approving month-to-month lease extension with Northland Foundations, Inc.
 - v. R-241202-283- Resolution authorizing the Mayor to execute a real estate purchase agreement with Newby Farms Inc. for land needed to preserve the right-of-way corridor for the future Truman Drive, NE street extension up to 16th Street, NE, authorizing payment for the acquisition of real property interests, and authorizing the taking of necessary steps for the closing of the property acquisition transaction
 - w. R-241202-284- Resolution reappointing the following Parks & Recreation Board Members: Emily Karwoski, Nic Robinson, and Seth Williams
 - x. R-241202-285- Resolution reappointing Kristin Brostrom, Karen Keeran, Ethan Pitt and Jason Vore to the Planning & Zoning Commission
 - y. R-241202-286- Resolution approving pay request no. 7 to Gerard Tank & Steel for the Water Tower Project in the amount of \$62,700
 - z. R-241202-287- Resolution approving the updates to the City of Bondurant Employee Handbook (Bondurant Emergency Services Schedules)
Motion by Cox, seconded by McKenzie, to Approve the Consent Agenda, with the notation that John Bergeson has been appointed as an alternate to the WRA Technical Committee. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.
6. Guests requesting to address the City Council
Walt Long, of 2400 15th Street SE, addressed the Council regarding Mediacom services to his residence following his recent annexation into the city limits.

7. **Public Hearing**

**A virtual meeting was offered.*

- a. Public hearing to consider eligible project(s) for an upcoming pre-application by the City to the Iowa Economic Development Authority's Community Catalyst Building Remediation Grant Program
Mayor Elrod opened the public hearing at 06:19 PM.

Planning & Community Development Director Murray explained that the City received one proposal for the IEDA Community Catalyst Grant from a developer planning a distillery project. The City will proceed with this application, which could provide up to \$100,000 in grant funding through a reimbursement process.

Mayor Elrod closed the public hearing at 06:22 PM.

- b. Public hearing for Bondurant City Park Phase 2
Mayor Elrod opened the public hearing at 06:22 PM.

Public Works Director Horton explained that this public hearing is for Bondurant City Park Phase 2, including a splash pad, ice ribbon infrastructure, and control buildings. Completion is set for May 14, 2025. Bids are due December 5, 2024.

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

8. Action Items

- a. R-241202-288- Resolution of endorsement for the City of Bondurant's grant application to the Iowa Economic Development Authority's Community Catalyst Building Remediation Program for funding to assist with renovation efforts at ADDRESS HERE
Motion by Pepper, seconded by Cox, to Amend R-241202-288 to include the address 101 Lincoln Street, NE. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0. Motion by Pepper, seconded by McKenzie, to Approve R-241202-288 as amended. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.
- b. R-241202-289- Resolution approving a Professional Services Agreement with McClure Engineering in the amount of \$8,790 for concept layout, design assistance, and construction staking services related to the Eagle Park Disc Golf Project
Motion by Pepper, seconded by McKenzie, to Approve R-241202-289. Roll Call: Ayes: Cox, McKenzie, Pepper, Driscoll. Nays: Sillanpaa. Absent: None. Motion carried 4-1.

9. Discussion Items -

- a. Discussion of the renovation of the Fire Station

**A virtual meeting was offered.*

City Administrator Oliver presented an update on the renovation plans for the current fire station at 101 Grant Street North, which will be repurposed for recreational programming and civic use. With the new Emergency Services Facility set to open in Fall 2025, this project aligns with the City's Comprehensive Plan goals to enhance downtown through strategic public projects. FEH Design, along with KCL Engineering and Bolton & Menk, has been contracted to lead the design, with a timeline for implementation underway.

- b. Discussion regarding DMWW 28E Draft Agreement
Public Works Director Horton updated the Council on the ongoing discussions regarding the Des Moines Water Works 28E agreement. He provided key information and sought input to guide staff in updating the draft agreement with DMWW.

10. Reports / Comments and appropriate action thereon:

- a. Mayor
Holiday comments.
- b. Council Members
Peffer - MWA and Parks & Recreation update.
Sillanpaa - None.
McKenzie - None.
Cox - Upcoming meetings.
Driscoll - WRA update.
- c. Administrator
Holiday event this weekend. The next City Council meeting will be in the Chambers, update on the closing of a property.
- d. Directors
Horton - Department update.
Klinker-Feld - Department update.
Murray - Department update.
Kreuder - Department update.
Hagan - None.

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 Peffer, seconded by Sillanpaa, to Move into Closed Session at 07:26 PM. Roll Call: Ayes: Cox, McKenzie, Peffer, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.

Mayor Elrod closed the Closed Session at 07:50 PM.

12. Adjournment
Motion by Peffer, seconded by Cox, to adjourn at 07:50 PM. Vote on Motion 5-0. Motion carried.

**A virtual meeting was offered.*

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 December 2, 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