

*A virtual meeting was offered.

BONDURANT CITY COUNCIL
Minutes
March 3, 2025
Bondurant City Council

1. Roll Call

Present: Mayor Doug Elrod, Council Member Tara Cox,
Council Member Angela McKenzie, Council
Member Chad Driscoll

Absent: Council Member Bob Pepper, Council Member
Matt Sillanpaa

City Officials
Present: City Administrator Marketa Oliver, City Clerk
Shelby Hagan, Planning & Community
Development Director Maggie Murray, Library
Director Michell Klinker-Feld, Fire Chief Aaron
Kreuder, Public Works Director John Horton,
Assistant Fire Chief Anthony Rauterberg, City
Engineer Greg Roth, Finance & Employee
Services Director Jene Jess

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 Driscoll, seconded by McKenzie, to approve the agenda. Vote
on Motion 3-0. 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 February 18, 2025, City Council Meeting Minutes

b. Claims List & Treasurer's Report

c. R-250303-52- Resolution approving Professional Services Agreement
with Shive-Hattery in the amount of \$66,100 for services related to
pursuing site certification through the Iowa Economic Development
Authority for property at Parcel 7923-01-200-024

**A virtual meeting was offered.*

- d. R-250303-53- Resolution approving change order no. 1 to Ball Team LLC. for the Bondurant City Park Phase 2 Reconstruction Project in the amount of \$61,230.00
 - e. R-250303-54- Resolution approving change order no. 1 for reduction of quantities for the Civic Campus Phase 2 Public Improvements in the amount of -\$10,942.23
 - f. R-250303-55- Resolution approving change order no. 2 for the addition of Larger Water Service and Storm Sewer Pipe on the Civic Campus Phase 2 Public Improvements in the amount of \$9,150.00
 - g. R-250303-56- Resolution accepting temporary construction easements for the 2nd Street, NW, Franklin Street to Fireside Drive, street and pedestrian connectivity improvement project
 - h. R-250303-57- Resolution releasing Request for Proposals (RFP) regarding the Lease Opportunity for Downtown Mobile Vendor Site and affixing a date for a public hearing to consider proposal responses
 - i. R-250303-58- Resolution affixing a date for a public hearing on the Property Tax Levy for FY26
 - j. R-250303-61- Resolution of endorsement for the City of Bondurant's grant application to the Iowa Department of Natural Resources' Land & Water Conservation Fund for funding to assist with constructing Phase 1 of the District Corridor Trail
Motion by Driscoll, seconded by Cox, to Approve the Consent Agenda. Roll Call: Ayes: Cox, McKenzie, Driscoll. Nays: None. Absent: Pfeffer, Sillanpaa. Motion carried 3-0.
6. Guests requesting to address the City Council
- a. Polk County Sheriff's Department
Lieutenant Grego reported 432 calls of service for February.

7. **Public Hearing**

- a. Public Hearing Regarding 2nd Street Widening Improvements Projects
Mayor Elrod opened the public hearing 06:04 PM.

Public Works Director Horton provided an update on the project.
Following the bid opening on February 25, 2025, where nine bids were received, staff recommends moving forward without bid alternates to

**A virtual meeting was offered.*

avoid extending the project timeline. The project, designed by HR Green, includes widening 2nd St. NW to a three-lane roadway, intersection improvements, and utility upgrades. Staff is coordinating with the school on staging, and extensive public communication efforts will be undertaken throughout the project.

Mayor Elrod closed the public hearing 06:23 PM.

- b. Public Hearing regarding the Application for a State Revolving Fund (SRF) Loan

Mayor Elrod opened the public hearing 06:23 PM.

Public Works Director John Horton provided a brief update to the City Council on the State Revolving Fund (SRF) loan application process and the associated environmental review for the City's water supply and treatment improvement project. As part of the public hearing, he outlined the project's scope, including the construction of a new water treatment plant, wells, and transmission mains. He emphasized the City's efforts to ensure minimal environmental impact while securing a sustainable water source for the future.

Mayor Elrod closed the public hearing 06:25 PM.

8. Action Items

- a. R-250303-59- Resolution approving Contract with Manatt's Inc. for 2nd Street Widening Improvements Projects in the amount of \$1,898,578.50
Motion by Cox, seconded by Driscoll, to Approve R-250303-59. Roll Call: Ayes: Cox, McKenzie, Driscoll. Nays: None. Absent: Pepper, Sillanpaa. Motion carried 3-0.
- b. O-250203-203 - (Third and Final Reading) Discussion of Cemetery Plot Prices and possible consideration of one or more readings of Ordinance Amending Chapter 115 - Cemetery to Remove Plot Prices and Establish a Fee Schedule
Motion by McKenzie, seconded by Cox, to approve the third and final reading of O-250203-203. Roll Call: Ayes: Cox, McKenzie, Driscoll. Nays: None. Absent: Pepper, Sillanpaa. Motion carried 3-0.
- c. R-250203-39- Resolution Adopting a Cemetery Fee Schedule (Tabled from February 3, 2025 City Council Meeting)
Motion by Driscoll, seconded by McKenzie, to remove the item from the table. Vote on Motion 3-0. Motion carried. Motion by Driscoll, seconded by Cox, to Move R-250203-39. Roll Call: Ayes: Cox, McKenzie, Driscoll. Nays: None. Absent: Pepper, Sillanpaa. Motion carried 3-0.
- d. R-250303-60- Discussion and possible consideration of Resolution Establishing and Adjusting Various Fees

**A virtual meeting was offered.*

Motion by McKenzie, seconded by Cox, to Approve R-250303-60. Roll Call: Ayes: Cox, McKenzie, Driscoll. Nays: None. Absent: Pepper, Sillanpaa. Motion carried 3-0.

9. Discussion Items -

- a. Discussion of use of City-owned property (Grain District area)
Planning and Community Development Director Murray provided an update to the City Council regarding the future use of the property at 401 Second Street NE following notification that the current leaseholder is vacating. The site, located in the Eastern Gateway of the Grain District, is expected to play a key role in activating the eastern edge of the district. Murray outlined potential permitted uses under the draft Grain District PUD ordinance, including Indoor Commercial Entertainment Facilities, breweries, and outdoor accessory uses such as dining and yard games. Staff recommended developing an RFP to attract businesses that align with these permitted uses and suggested a long-term lease structure.

Additionally, Murray presented preliminary concepts for interim uses of a nearby 13-acre site with a large cold storage building. Ideas included sunflower plantings along the trail for visual appeal and soil remediation, a mowed prairie path for educational use, and maintaining gravel parking. Two potential concepts for repurposing the building were discussed: one involving minor modifications to enclose portions for storage and event use, and another opening the structure entirely for flexible community events. Council discussion followed regarding the next steps for both properties.

10. Reports / Comments and appropriate action thereon:

- a. Mayor
Upcoming meetings.
- b. Council Members
Driscoll - Local Leaders Day, upcoming meetings, and inquired about the Filmore Avenue, SE property.
McKenzie - City Park comments, 2nd Street Widening Project comments, and upcoming meetings including DART.
Cox - Local Leaders Day, upcoming meetings, and Chamber update.
- c. Administrator
Grant updates and Local Leaders Day.
- d. Directors
Horton - Department update.
Kreuder - Department update.
Murray - Department update.

**A virtual meeting was offered.*

Klinker-Feld - Department update.

Hagan - 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

12. Adjournment

Motion by Cox, seconded by Driscoll, to adjourn at 07:30 PM. Vote on Motion 3-0. 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 March 3, 2025, 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