

**A virtual meeting was offered.*

BONDURANT CITY COUNCIL
Minutes
March 24, 2025
Bondurant City Council

1. Roll Call

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

Absent: Council Member Angela McKenzie

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

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

Council Member Driscoll abstains from the 2025 Bondurant Soccer Field
Use Agreement resolution due to serving on the Bondurant Soccer Club
Board.

4. Perfecting and Approval of the Agenda

Motion by Cox, seconded by Sillanpaa, to amend the agenda by moving
item #5gg to #7d. Vote on Motion 4-0. Motion carried. Motion by Cox,
seconded by Pepper, to approve the agenda as amended. 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 March 3, 2025, City Council Meeting Minutes

b. Claims List

c. Applications for Council Approval

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- d. Receive & File - Bondurant Cemetery Annual Report
- e. Receive & File - BES February Report
- f. Receive & File - February 5, 2025, Library Board Meeting Minutes & Director's Report
- g. Receive & File - the Annual Finance Report and External Audit for Fiscal Year 2024
- h. R-250324-62- Resolution accepting the Settlement Agreements (Tobacco Violations)
- i. R-250324-63- Resolution approving Change Order No. 1 for the Bondurant Emergency Services Facility in the amount of \$2,540.00
- j. R-250324-64- Resolution approving pay request No. 5 to Ryan Companies for the Bondurant Emergency Services Facility Project in the amount of \$1,293,883.29
- k. R-250324-65- Resolution approving pay request No. 6 to Ryan Companies for the Bondurant Emergency Services Facility Project in the amount of \$885,559.25
- l. R-250324-66- Resolution approving a Minimum Assessment Agreement for Phase 2 of the Shiloh Rose Business Park Project
- m. R-250324-67- Resolution approving deed that conveys to the City of Bondurant land owned by Suites on Grant, LLC for the area associated with the 1st Street, SW public parking project
- n. R-250324-68- Resolution accepting Water Quality Initiatives grant agreement with the Iowa Department of Agriculture & Land Stewardship for funding in the amount of \$127,500 to assist with stormwater enhancements at The Station renovation site
- o. R-250324-69- Resolution accepting an additional temporary construction easement for the 2nd Street NW, Franklin Street to Fireside Drive, Street & Pedestrian Connectivity Improvement Project

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- p. R-250324-70- Resolution approving Professional Services Agreement with Shive-Hattery in the amount of \$59,400 for services related to pursuing site certification through the Iowa Economic Development Authority for property at Parcel 7922-05-200-002
- q. R-250324-71- Resolution affixing a public hearing date to consider rezoning request by Bondurant-Farrar Community School District to rezone multiple parcels from the Agricultural (A-1) District to the Medium Density Residential (R-2) District for April 7, 2025 at 6:00 p.m.
- r. R-250324-72- Resolution affixing a public hearing date to consider rezoning request of multiple properties located within the Downtown Grain District Redevelopment Plan area from Central Business (C-4) District and Medium Industrial (M-2) District to Planned Unit Development (PUD) for April 7, 2025, at 6:00 p.m.
- s. R-250324-73- Resolution approving Plat of Survey to create Parcel 2025-2 and Parcel 2025-3
- t. R-250324-74- Resolution approving the Plat of Survey to create Parcel 2025-25
- u. R-250324-75- Resolution affixing a date for a public hearing to consider establishing the Eisenhower Drive NE/NE 88th Street, Highway 65 to 2nd Street, NE, Water Connection Fee District for May 5 at 6:00 p.m.
- v. R-250324-76- Resolution affixing a date for a public hearing to consider an ordinance establishing the SE Water Study Water Connection Fee District for May 5 at 6:00 p.m.
- w. R-250324-77- Resolution affixing a date for a public hearing to consider an ordinance establishing the 10th Street, SW Water Connection Fee District for May 5 at 6:00 p.m.
- x. R-250324-78- Resolution affixing a date for a public hearing to consider an ordinance establishing the Truman Drive NE, 2nd Street NE to 16th Street NE, Water Connection Fee District for May 5 at 6:00 p.m.
- y. R-250324-79- Resolution affixing a date for a public hearing to consider an ordinance amending the Urban Service Area Sanitary Sewer Connection Fee District for May 5 at 6:00 p.m.

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- z. R-250324-80- Resolution affixing a date for a public hearing to consider an ordinance establishing the Truman Drive, NE, 2nd Street, NE to 16th Street, NE, Sanitary Sewer Connection Fee District for May 5 at 6:00 p.m.
 - aa. R-250324-81- Resolution affixing a date for a public hearing to consider an ordinance establishing the Civic Campus Regional Stormwater Management Connection Fee District for May 5 at 6:00 p.m.
 - bb. R-250324-82- Resolution approving pay request no. 3 to Ball Team LLC for the Bondurant City Park Reconstruction Phase 2 Project in the amount of \$121,961.95
 - cc. R-250324-83- Resolution approving proposal to place 3-phase electrical primary extension to serve City Park Phase 2 splash grounds from Mid-American Energy in the amount of \$35,152.27
 - dd. R-250324-84- Resolution affixing a date for a public hearing to consider establishing the 2nd Street, NE, Highway 65 to Eisenhower Drive NE/NE 88th Street, NE Water Connection Fee District for May 5 at 6:00 p.m.
 - ee. R-250324-85- Resolution approving a professional services agreement with Veenstra & Kimm for water system modeling related to the City of Bondurant Municipal Water System Improvements
 - ff. R-250324-86- Resolution approving contract with Youth Enrichment League (YEL) for 2025 Summer Programming
 - hh. R-250324-91- Resolution approving lease for Lucky Wife Wine Slushies for Summerfest
 - ii. R-250324-92- Resolution directing staff to take actions necessary to fulfill the goals of the 2025 DNR Community Forestry Grant Project Council Member Sillanpaa inquired about the timeline for the City Park Project. Motion by Driscoll, seconded by Cox, to Approve the Consent Agenda. Roll Call: Ayes: Cox, Peffer, Sillanpaa, Driscoll. Nays: None. Absent: McKenzie. Motion carried 4-0.
6. Guests requesting to address the City Council
- a. Urbanization: Progress or Peril for Our Hometown presented by Bondurant-Farrar High School FFA

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Lauryn Fuchs, Clare Haselhoff, and Brayden Parks of Bondurant-Farrar High School FFA conducted a public forum titled "Urbanization: Progress or Peril for Our Hometown" during the City Council meeting as part of their participation in the Agricultural Issues Forum competition. This presentation, which explored both sides of the urbanization issue, fulfilled a requirement for their qualification to the Iowa FFA State Leadership Conference. It served as an opportunity to engage the Council and community in meaningful dialogue on a topic impacting the region.

- b. Stacie LoVan & Tiffany Tauscheck, Greater Des Moines Partnership
Stacie LoVan and Tiffany Tauscheck from the Greater Des Moines Partnership provided an update to the City Council on the Partnership's recent initiatives, regional collaboration efforts, and opportunities for continued engagement and support of Bondurant's growth within the metro area.

7. Action Items

- a. R-250324-88- Resolution approving site plan for Lot 4 of Commerce Crossing Plat 1
Planning & Community Development Director Murray presented the site plan for Lot 4 of the Commerce Crossing Plat, submitted by Signature Commercial Real Estate and prepared by Shive-Hattery Inc., which proposes a 15,401 square-foot warehouse building in the Light Industrial (M-1) District. The Planning & Zoning Commission recommended approval of the plan following their March 13, 2025, meeting.

Motion by Cox, seconded by Pepper, to Approve R-250324-88. Roll Call: Ayes: Cox, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: McKenzie. Motion carried 4-0.

- b. R-250324-89- Discussion and possible resolution approving action to order construction and authorizing staff to solicit quotes for drainage improvements along NE Jorie Way in an amount not to exceed \$75,000
Public Works Director Horton presented a recommendation for approval of a resolution authorizing staff to solicit quotes for the NE Jorie Way Drainage Improvements Project, which includes replacing a corrugated metal culvert with two reinforced concrete culverts and ensuring proper drainage tile outlets. The engineer's estimate for the project is \$72,370.

Motion by Cox, seconded by Driscoll, to Approve R-250324-89. Roll Call: Ayes: Cox, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: McKenzie. Motion carried 4-0.

- c. R-250324-90- Presentation of FY25/26 Budget Proposal and Consideration of Resolution affixing date of public hearing for FY25/26 City of Bondurant Budget for April 7, 2025 at 6:00 p.m.

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City Administrator Oliver presented the FY25/26 Budget Proposal and recommended approval of a resolution setting the date for the public hearing on the proposed budget for April 7, 2025, at 6:00 p.m.

Motion by Pepper, seconded by Cox, to Approve R-250324-90. Roll Call: Ayes: Cox, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: McKenzie. Motion carried 4-0.

- gg. R-250324-87- Resolution approving the 2025 Bondurant Soccer Field Use Agreement

Motion by Cox, seconded by Pepper, to Approve R-250324-87. Roll Call: Ayes: Cox, Pepper, Sillanpaa. Nays: None. Absent: McKenzie. Abstain: Driscoll. Motion carried 3-0.

8. Reports / Comments and appropriate action thereon:

- a. Mayor
None.
- b. Council Members
Pepper - Parks & Recreation update.
Cox - Chamber update and upcoming meetings.
Sillanpaa - P&Z update and comments.
Driscoll - Cty Park, Local Leaders Day, BRAVO, and Chamber Dinner comments.
- c. Administrator
10 Main Street update, MPO funding update, GFOA article comments.
- d. Directors
Hagan - Department update.
Jess - Department update.
Horton - Department update.
Murray - Department update.
Kreuder - Department update.
Klinker-Feld - Department update.

9. Adjournment

Motion by Pepper, seconded by Cox, to adjourn at 08:07 PM. Vote on Motion 4-0. Motion carried.

Shelby Hagan, City Clerk

ATTEST:

Doug Elrod, Mayor

**A virtual meeting was offered.*

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 24, 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