

*A virtual meeting was offered.

BONDURANT CITY COUNCIL

Minutes

April 7, 2025

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, 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, City Planner Isaac Pezley, Communication & Events Coordinator Katie Klus

2. Call to Order and Declaring a Quorum

Mayor Elrod called the meeting to order at 06:01 PM and declared a quorum.

3. Abstentions declared

None.

4. Perfecting and Approval of the Agenda

Motion by McKenzie, seconded by Cox, to approve the agenda. 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 March 24, 2025, Special City Council Meeting Minutes & March 24, 2025, City Council Meeting Minutes

b. Claims List

c. Applications for Council Approval

d. R-250407-93- Resolution approving pay request no. 9 to Gerard Tank & Steel for the Water Tower Project in the amount of \$409,911.13

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- e. R-250407-94- Resolution approving the design and installation of a Public Art Mural on the south side of City Park (3rd Street, SE parking lot fence) in the amount of \$8,000
- f. R-250407-95- Resolution approving the Truman Drive, NE Phase 1 Special Assessment Consulting Services Agreement with Greenwood Consulting in the amount of \$4,500
- g. R-250407-96- Resolution to Approve Urban Renewal Plan Amendment for the Bondurant Urban Renewal Area
- h. R-250407-97- Resolution setting the date for public hearings on proposals to enter into General Obligation Loan Agreements and to borrow money thereunder
- i. R-250407-98- Resolution approving Engagement Letter from Public Financial Advisors LLC (PFM) to act as Financial Advisor in connection with the issuance of approximately \$10,540,000 General Obligation Bonds, Series 2025A for a one-time fee of \$20,000 and \$34,255,000 in General Obligation (Annual Appropriation) Bonds, Series 2025B for a one-time fee of \$35,000
- j. R-250407-99- Resolution approving pay request no. 6 to McAninch Corporation for the Civic Campus Improvements Phase 1 Project in the amount of \$66,373.08
- k. R-250407-100- Resolution approving pay request no. 4 to Alliance Construction Group, LLC for the Civic Campus Improvements Phase 2 Project in the amount of \$505,428.70
- l. R-250407-101- Resolution approving Amendment No. 2 to the Professional Services Agreement with HR Green for the 2nd Street, NW Widening Project Improvements in an amount not to exceed \$195,900
- m. R-250407-102- Resolution awarding contract for Access Control and Video Monitoring Project for City Park to Convergent Technologies for the amount of \$25,375.89
- n. R-250407-103- Resolution approving the disposal of expired / non-certified Self-Contained Breathing Apparatus bottles and harnesses

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- o. R-250407-104- 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 T-12 Distillery at 101 Lincoln Street NE
- p. R-250407-109- Resolution of endorsement for the City of Bondurant's grant application to the Iowa Economic Development Authority's Community Attraction & Tourism Grant for funding to assist with renovation efforts at The Station
Council Member Driscoll questioned item #5e regarding design concepts.

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

6. Presentations

- a. National Library Week Proclamation
Mayor Elrod read a proclamation recognizing National Library Week, highlighting the importance of libraries, library staff, and access to information in the community.
- b. 2025 Arbor Day Proclamation
Mayor Elrod read a proclamation in recognition of Arbor Day, encouraging residents to plant trees and highlighting the environmental, social, and economic benefits that trees provide to the community.

7. Guests requesting to address the City Council

- a. Heith Hockenberry, Jester Insurance
Heith Hockenberry of Jester Insurance provided an update on the insurance dividend, noting the City received \$15,050 for 2025.
- b. Danae Edwards, Iowa Parks & Recreation Foundation
Danae Edwards, representing the Iowa Parks & Recreation Foundation, presented a \$1,000 grant check to the City of Bondurant, noting the City was one of ten recipients selected to receive funding for park benches and picnic tables.
- c. Polk County Sheriff's Report
Sergeant Grego reported 483 calls of service for March.

8. **Public Hearing**

- a. Public hearing to consider response(s) received for Request for Proposals (RFP) regarding the Lease Opportunity for Downtown Mobile Vendor Site

**A virtual meeting was offered.*

Mayor Elrod opened the public hearing at 06:16 PM.

Planning & Community Development Director Murray provided an update to the Council and the public regarding the RFP submissions, noting that a proposal was received from Twist.

Mayor Elrod closed the public hearing at 06:18 PM.

- b. Public hearing 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
Mayor Elrod opened the public hearing at 06:18 PM.

Planning & Community Development Director Murray provided an update to the Council and the public regarding a rezoning request submitted by the Bondurant-Farrar Community School District. The request proposes changing the zoning from A-1 Agricultural to R-2 Medium Density Residential to accommodate the development of athletic fields.

Mayor Elrod closed the public hearing at 06:19 PM.

- c. Public hearing 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)
Mayor Elrod opened the public hearing at 06:20 PM.

Planning & Community Development Director Murray provided an update to the City Council and the public during the public hearing regarding a joint rezoning request submitted by the City of Bondurant and The 101 LLC. The request proposes rezoning multiple parcels within the Grain District Downtown Redevelopment Area from Central Business (C-4) and Medium Industrial (M-2) to the Grain District Planned Unit Development (PUD), or R-5 District.

During the hearing, Council Member Sillanpaa raised a question regarding the maximum building height permitted under the proposed PUD. Derek Johnson of ISG clarified that most of the buildings would complement or match the existing area. Planning & Community Development Director Murray further clarified that the proposed development would be consistent with the surrounding area and serve as a natural extension of the existing downtown.

Mayor Elrod closed the public hearing at 06:27 PM.

- d. Public Hearing regarding the City's Proposed Budget for FY26

**A virtual meeting was offered.*

Mayor Elrod opened the public hearing at 06:27 PM.

City Administrator Oliver presented an overview of the proposed FY26 budget and provided a year-end estimate for FY25. She highlighted that operating expenditures align with available revenues through the lens of the City Council's strategic priorities, financial policies, and recent legislative directives.

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

9. Action Items

- a. R-250407-105- Resolution selecting successful Downtown Mobile Vendor Lease RFP response
Motion by Cox, seconded by Driscoll, to Approve R-250407-105. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.
- b. R-250407-106- Resolution approving the Bondurant-Farrar Community School District Baseball, Softball and Tennis Site Plan
Motion by Cox, seconded by McKenzie, to Approve R-250407-106. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.
- c. O-250407-204 - (First Reading) Ordinance 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
Motion by Sillanpaa, seconded by Cox, to Approve the first reading of O-250407-204. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.
- d. O-250407-205 - (First Reading) Ordinance 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)
Motion by Cox, seconded by McKenzie, to Approve the first reading of O-250407-205. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.
- e. R-250407-107- Resolution adopting the Annual Budget for the Fiscal Year ending June 30, 2026 (FY26), and Certifying the Proposed Tax Levy Rate
Motion by Cox, seconded by McKenzie, to Approve R-250407-107. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.

10. Discussion Items -

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- a. R-250407-108- Discussion and possible consideration of a Resolution approving action to order construction and authorize staff to solicit quotes for a subdrain tiling project for the area along the south side of 5th Court, NW through to Eagle Park
Public Works Director Horton presented a proposed drainage improvement project in the rear yards along the south side of 5th Ct. NW in Deer Ridge Crossing Plat 3. The project, identified in the City's Stormwater Master Plan, includes the installation of sub-drain tiles to address nuisance surface water.

Motion by Pepper, seconded by Cox, to Approve R-250407-108. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.

11. Reports / Comments and appropriate action thereon:

- a. Mayor
Recent award comments, upcoming strategic planning workshop for non-profits.
- b. Council Members
McKenzie - DART & ICON update.
Sillanpaa - Non-profit series comments, expressed gratitude towards city staff.
Cox - Chamber & Library update.
Pepper - Congrats to city staff on recent achievements.
Driscoll - DART comments.
- c. Administrator
Upcoming Northern Natural Gas work.
- d. Directors
Hagan - Legislative update.
Jess - Benefits Bash update.
Horton - Update on Water Plant renderings.
Murray - Department update.
Kreuder - Department update.

12. **Closed Session**- Pursuant to Iowa Code 21.5.1(j) to discuss property acquisition and 21.5.1(c) potential or pending litigation
Council Member Pepper left at 07:07 PM.

Motion by Cox, seconded by Sillanpaa, to Move into Closed Session at 07:08 PM. Roll Call: Ayes: Cox, McKenzie, Sillanpaa, Driscoll. Nays: None. Absent: Pepper. Motion carried 4-0.

Mayor Elrod closed the Closed Session at 07:27 PM.

13. Adjournment

**A virtual meeting was offered.*

Motion by Cox, seconded by McKenzie, to adjourn at 07:27 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 April 7, 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