

**A virtual meeting was offered.*

BONDURANT CITY COUNCIL

Minutes

August 18, 2025

Bondurant City Council

1. Roll Call

Present: Council Member Tara Cox, Council Member Angela McKenzie, Council Member Bob Pepper, Mayor Pro Tem Matt Sillanpaa

Absent: Mayor Doug Elrod, Council Member Chad Driscoll

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

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 Pepper, seconded by Cox, to approve the agenda. Vote on Motion 4-0. Motion carried.

a. Presentation and Request from Youth Shelter Services for \$5,000 Contribution

Stu Sherman, Development Director with YSS of Des Moines, addressed the Council to request a financial contribution in support of the organization's efforts.

5. Guests requesting to address the City Council

None.

6. 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 August 4, 2025, City Council Meeting Minutes

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- b. Applications for Council Approval
- c. Claims List
- d. Receive & File - FY 2025 Outstanding Obligations Report
- e. Receive & File - BES July Monthly Report
- f. R-250818-238- Resolution approving a professional services agreement with Shive-Hattery in the amount of \$13,500 for engineering design services related to the Grant Street North public sidewalk installation project to facilitate pedestrian connectivity to the high school/junior high area
- g. R-250818-239- Resolution approving an amended Parking Lot Cost Share Development Agreement with DeepV PLLC for a parking lot expansion project at 106/108 Main Street, NE
- h. R-250818-240- Resolution approving a Public Parking Easement Agreement between the City of Bondurant and DeepV PLLC regarding the parking lot expansion project at 106/108 Main Street, NE
- i. R-250818-241- Resolution of Endorsement for the City of Bondurant's Revitalize Iowa's Sound Economy (RISE) Grant application for funding to assist with a roadway improvement project enhancing connectivity in the southwest area of the city
- j. R-250818-242- Resolution approving perpetual water main easement, and temporary right-of-entry that is needed for the 2nd Street, NW Widening Project
- k. R-250818-243- Resolution approving a Purchase Agreement for tree removals associated with the 2nd Street, NW – Franklin Street to Fireside Drive and Pedestrian Connectivity Improvement Project, including the property located at 6425 NE 64th Street
- l. R-250818-244- Resolution authorizing initiation of the Silo Commons Public Art RFQ/RFP artist selection process
- m. R-250818-245- Resolution considering Plat of Survey for 10638 NE 80th Street

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- n. R-250818-246- Resolution affixing a date for a public hearing on the request to amend the City's Future Land Use Map for Parcel 8022-30-200-021 from Low- and Medium-Density Residential to High-Density Residential for September 2 at 6:00 p.m. in Council Chambers at City Hall
- o. R-250818-247- Resolution affixing a date for a public hearing on the request to rezone Parcel 8022-30-200-021 from the Agricultural (A-1) District to the High-Density Residential (R-3) District on September 2, 2025, at 6:00 p.m. at the Bondurant City Council Chambers
- p. R-250818-248- Resolution approving pay request no. 8 to Ball Team, LLC for the Bondurant City Park Reconstruction Phase 2 Project in the amount of \$232,322.21
- q. R-250818-249- Resolution approving an amendment to the Professional Services Agreement with Shive-Hattery, not to exceed \$23,400, for additional due diligence site testing in support of the City's application for site certification through the Iowa Economic Development Authority for property identified as Parcel 7923-01-200-024
- r. R-250818-250- Resolution affixing a date for a public hearing on the proposed public right-of-way vacation request for disposal and the conveyance of the vacated Lincoln Street, NE in the Grain District on September 2, 2025, at 6:00 p.m. in said Council Chambers at City Hall
Motion by McKenzie, seconded by Cox, to Approve the Consent Agenda.
Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa. Nays: None. Absent: Mayor Elrod, Driscoll. Motion carried 4-0.

7. Action Items

- a. R-250818-251- Discussion and consideration of Request for Qualifications for CMaR for the Bondurant Municipal Water Treatment Facility
City Administrator Marketa Oliver provided an update on the proposed construction delivery method for the new Bondurant Municipal Water Treatment Facility. She explained that staff have evaluated the feasibility of using the Construction Manager at Risk (CMaR) model and recommend proceeding with the Request for Qualifications (RFQ) process.

Motion by McKenzie, seconded by Pepper, to Approve R-250818-251. Roll

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Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa. Nays: None. Absent: Mayor Elrod, Driscoll. Motion carried 4-0.

- b. O-250818-224 - Discussion and possible consideration of an Ordinance adjusting Curfew Hours during Homecoming Week
Motion by Cox, seconded by Sillanpaa, to amend O-250818-224 to specify that the revised hours shall apply only during the 2025 Homecoming week. Roll Call: Ayes: Cox, Pepper, Sillanpaa. Nays: McKenzie. Absent: Mayor Elrod, Driscoll. Motion carried 3-1.

Motion by Sillanpaa, seconded by Pepper, to Approve the first reading of O-250818-224. Roll Call: Ayes: Cox, Pepper, Sillanpaa. Nays: McKenzie. Absent: Mayor Elrod, Driscoll. Motion carried 3-1.

- c. R-250818-252- Resolution considering Site Plan for 1920 2nd Street, NE
Cory Marsh of Snyder & Associates presented a site plan on behalf of applicant SM Hentges for property located at 1920 2nd Street NE, owned by the Sheryl J. Weston Revocable Trust. The proposal includes screened outdoor storage and reuse of existing structures for equipment storage within the Medium Industrial (M-2) zoning district.

Motion by Pepper, seconded by Cox, to Approve R-250818-252. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa. Nays: None. Absent: Mayor Elrod, Driscoll. Motion carried 4-0.

8. Reports / Comments and appropriate action thereon:

- a. Mayor
Sillanpaa - Splash Pad and City Park comments and upcoming meetings.
- b. Council Members
McKenzie - Upcoming meetings.
Pepper - Upcoming meetings and YSS comments.
Cox - Premiere event comments, and upcoming meetings and events.
- c. Administrator
Splash Pad comments, upcoming mural dedication, rescheduled Puddle Pavilion, upcoming Disc Golf groundbreaking, close to sixty days away from the opening of the Bondurant Emergency Services building, and opening bids for The Station this week.
- d. Directors
Hagan - Chamber update, and AV system update.
Jess - None.
Murray - Department update.
Rauterberg - Department update.
Klinker-Feld - Department update.
Horton - Department and projects update.

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9. **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 Pepper, seconded by Cox, to Move into Closed Session at 06:58 PM. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa. Nays: None. Absent: Mayor Elrod, Driscoll. Motion carried 4-0.

Mayor Pro Tem Sillanpaa closed the Closed Session at 07:05 PM.

City Administrator Oliver provided an update on additional environmental testing requirements related to biochemical substances previously permitted by WRA but now subject to new testing standards. She also reported on the planned public art installation at the Bondurant Library, noting that a new location will be needed after the Library Board decided not to move forward with the installation at that site.

10. Adjournment

Motion by Pepper, seconded by Cox, to adjourn at 07:14 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 August 18, 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