

**A virtual meeting was offered.*

BONDURANT CITY COUNCIL
Minutes
November 17, 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, Planning & Community
Development Director Maggie Murray, Fire
Chief Aaron Kreuder, Public Works Director
John Horton, Library Director Michell Klinker-
Feld, Assistant Fire Chief Anthony Rauterberg,
Assistant City Administrator Jene Jess, City
Engineer Greg Roth

2. Call to Order and Declaring a Quorum

Mayor Pro Tem Sillanpaa 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 Driscoll, seconded by Sillanpaa, to amend the agenda by removing item #6w. Vote on Motion 5-0. Motion carried. Motion by Driscoll, seconded by Cox, to approve the agenda as amended. Vote on Motion 5-0. Motion carried.

5. Guests requesting to address the City Council

Jason Greubel, Bondurant Soccer Club, briefed the Council on the Bondurant Soccer Complex project and noted that Polk County will fully fund the project pending approval at tomorrow night's meeting.

a. Bondurant Celebrates Adoption Month 2025: Emily Easton

Mayor Doug Elrod presented the proclamation, officially declaring November 2025 as Adoption Month in Bondurant and encouraging residents to learn more about ways to positively support youth and adoptive families in the community.

Emily Easton was present to share remarks in support of Adoption Month.

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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 November 3, 2025, City Council Meeting Minutes
- b. Claims List & Treasurer's Report
- c. Receive & File - FY25 Street Finance Report
- d. Receive & File - October Monthly Report
- e. O-251020-226 - (Third and Final Reading) Ordinance amending Chapter 47, Park Regulations
- f. R-251117-322- Resolution approving pay request no. 2 to Con-Struct Inc. for the NE Jorie Way Drainage Improvements Project in the amount of \$5,282.75 (Release of Retainage)
- g. R-251117-323- Resolution authorizing the Temporary Closure of City Hall on December 19th, 2025, from 10:00 a.m. until no later than 2:00 p.m.
- h. R-251117-324- Resolution approving an Agreement for a Community Development Grant Award for the Bondurant Soccer Club
- i. R-251117-325- Resolution affixing a date for a public hearing for December 1, 2025, to consider a Future Land Use Map amendment from Business Park/Light Industrial to Industrial at the Certified Timmins Industrial Park, 2501 Eisenhower Drive, SE, and 2700 Eisenhower Drive
- j. R-251117-326- Resolution affixing a date for a public hearing for December 1, 2025, at 6:00 p.m. at 200 Second Street NE, Bondurant, to consider a request for rezoning from the City's Limited Industrial (M-1) District to the Medium Industrial (M-2) District at the Certified Timmins Industrial Park
- k. R-251117-327- Resolution authorizing the execution of a Resource Enhancement and Protection (REAP) Grant Agreement between the Iowa Department of Natural Resources and the City of Bondurant for the Pleasantview Park Trails and Fishing Ponds Project

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- l. R-251117-328- Resolution approving the Parks and Recreation Board's Recommendation to Solicit Proposals from Selected Artists/Artist Coalitions for the Grain Silo Mural Public Art Project
- m. R-251117-329- Resolution approving the response by Bailey's Excavating for the Sale and Relocation of Dwelling at 601 Lincoln Street, NE RFP
- n. R-251117-330- Resolution authorizing staff to issue a Request for Proposals related to City Engineering Services
- o. R-251117-331- Resolution authorizing staff to issue a Request for Proposals related to conducting a tourism and economic impact feasibility study aimed at attracting complementary development on the 13-acre parcel owned by the City of Bondurant in the Grain District
- p. R-251117-332- Resolution authorizing the Tax Increment Financing (TIF) Indebtedness Certification to the County Auditor for Fiscal Year 2027
- q. R-251117-333- Resolution approving the FY25 Urban Renewal Report
- r. R-251117-334- Resolution approving pay request No. 14 to Ryan Companies for the Bondurant Emergency Services Facility Project in the amount of \$1,407,708.22
- s. R-251117-335- Resolution approving agreement with HR Green for the Professional Services Agreement for 2nd Street, NE Widening Project Improvements in the amount not to exceed fee of \$349,700.00
- t. R-251117-336- Resolution approving proposal to upgrade electrical service from Mid-American Energy for the Station Project in the amount of \$46,530.61
- u. R-251117-337- Resolution Accepting the Deeding Documents Associated with Jorie Way
- v. O-251103-227 - (Second Reading) Ordinance rezoning land from the Agricultural (A-1) District to the High Density Residential (R-3) District on property located at GeoParcel 8022.30.200.020

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- w. - Resolution authorizing internal advance to Tax Increment Revenue Motion by Driscoll, seconded by Cox, to Approve the Consent Agenda. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.

7. **Public Hearing**

- a. Public hearing for the 108 Main Street, NE Parking Lot Expansion Project
Mayor Elrod opened the public hearing at 06:12 PM.

Planning & Community Development Director Maggie Murray provided a brief overview of the proposed parking lot expansion project at 108 Main Street NE and summarized the bid results from the November 6, 2025, letting. She noted that staff does not recommend awarding the project to the apparent low bidder due to past performance concerns and instead recommends awarding the contract to the lowest responsive, responsible bidder, Graphite Construction, in the amount of \$266,000, with Council discretion to waive a minor bid irregularity.

Mayor Elrod closed the public hearing at 06:14 PM.

8. **Action Items**

- a. O-251117-228 - (First Reading) Ordinance amending Ordinance No. 250902-225, to include the rezoning condition that was inadvertently excluded from the original Ordinance No. 250902-225
Motion by McKenzie, seconded by Cox, to waive the first and second reading, and approve the third and final reading of O-251117-228. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: . Motion carried 5-0.
- b. R-251103-321- Resolution rejecting all bids for The Garden Project
Motion by Driscoll, seconded by Sillanpaa, to bring R-251103-321 back from the table. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0. Motion by McKenzie, seconded by Driscoll, to reject R-251103-321. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.
- c. R-251117-338- Resolution considering award of bid for The Garden project in an amount not to exceed \$858,395
Motion by McKenzie, seconded by Driscoll, to Approve R-251117-338. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.

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- d. R-251117-339- Resolution awarding the contract and bond for the 108 Main Street, NE Parking Lot Project to Graphite Construction Group in the amount of \$266,000
Motion by Driscoll, seconded by Cox, to Approve R-251117-339. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.
 - e. R-251117-340- Resolution recommending Story Construction Inc. as the Construction Manager-At-Risk (CMAR) for the Bondurant Municipal Water Treatment Plant
Motion by Cox, seconded by Driscoll, to Approve R-251117-340. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.
9. Discussion Items -
- a. Request from Caring Hands
The City Council received information regarding a request from Caring Hands Outreach Center for financial assistance due to a significant increase in community need. Approximately 500 Bondurant residents are served through the program, and any City contribution would be dedicated to staple food items such as milk and eggs. The Council discussed the request and potential support options.

Mayor Elrod informed the Council that Amazon filed suit challenging its property tax assessment, and the City of Bondurant could experience an estimated annual revenue loss of \$500,000–\$600,000 per year. City Administrator Marketa Oliver further updated the Council on the overall financial health of the City in light of this development.
10. Reports / Comments and appropriate action thereon:
- a. Mayor
None.
 - b. Council Members
Sillanpaa - Upcoming MAC & Friends of CVT meetings, upcoming P&Z public open house for draft zoning code.
Cox - Upcoming WRA Board meeting, upcoming Chamber Strategic meeting, Library Board update.
Pepper - None.
Driscoll - Coffee & Conversation event, upcoming BRAVO event, upcoming BSC annual meeting.
McKenzie - DART update.
 - c. Administrator
Industrial Forum on Thursday and the upcoming Greater Des Moines Partnership Annual Dinner.

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- d. Directors
 - Murray - None.
 - Kreuder - Department update.
 - Horton - Department update.
 - Klinker-Feld - Department update.
 - Hagan - Department update.
 - Jess - 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 Driscoll, seconded by McKenzie, to Move into Closed Session at 07:06 PM. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.

Mayor Elrod closed the Closed Session at 07:34 PM.

- 12. Adjournment
 - Motion by Pepper, seconded by Cox, to adjourn at 07:34 PM. Vote on Motion 5-0. 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 November 17, 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