

*A virtual meeting was offered.

BONDURANT CITY COUNCIL
Minutes
December 1, 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, Assistant City Administrator Jene Jess, Public Works Director John Horton, Library Director Michell Klinker-Feld, Fire Chief Aaron Kreuder, City Planner Isaac Pezley

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 McKenzie, 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 November 17, 2025, City Council Meeting Minutes
- b. Claims List
- c. Applications for Council Approval
- d. Receive & File - Library Board Meeting Minutes of October 1, 2025, & Director's Report
- e. R-251201-341- Resolution appointing Michael Mackin and Penny Moberly to the Parks and Recreation Board effective January 1, 2026, with terms expiring December 31, 2027

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- f. O-251103-227 - (Third 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
- g. R-251201-342- Resolution approving and authorizing execution and delivery of Third Amended and Restated Agreement for the Des Moines Metropolitan Wastewater Reclamation Authority (WRA), consenting to the issuance of Bonds by the Board of the WRA for the purpose of constructing Improvements under the terms of said Agreement, and related matters
- h. R-251201-343- Resolution approving pay request no. 1 to Legacy Construction for the Wolf Creek Basketball Court Project in the amount of \$65,188.13
- i. R-251201-344- Resolution approving extension of Lease Agreement with Twist for lease of the concrete pad space at 108 1st Street, SW
- j. R-251201-345- Resolution authorizing the disposal of Surplus Property — BES Items
- k. R-251201-346- Resolution approving pay request no. 4 to Manatt's Inc. for the Grain District Lincoln Street Public Improvements Project in the amount of \$558,617.56
- l. R-251201-347- Resolution approving change order no. 3 for additional work not in the plans for the Grain District Lincoln Street Public Improvements in the amount of \$24,188.69
- m. R-251201-348- Resolution approving Pay Request No. 12 to Alliance Construction Group LLC for the Civic Campus Improvements Phase 2 Project in the amount of \$439,147.64
- n. R-251201-349- Resolution approving the Annual Finance Report to the State of Iowa for FY25, and Receiving and Filing for Audit
- o. R-251201-350- Resolution approving pay request no. 4 to Sternquist Construction for the BFSD Truman Drive Project in the amount of \$309,302.20
Council Member Cox inquired whether there was any additional interest in Item 5.i. Council Member Driscoll requested clarification on Items 5.e and 5.g.

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

6. Guests requesting to address the City Council

Lieutenant Grego reported 620 calls of service for November.

7. **Public Hearing**

- a. Public hearing 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
Mayor Elrod opened the public hearing at 06:11 PM.

Planning & Community Development Director Murray provided an overview of the request, explaining that the amendment would change the designation from Business Park/Light Industrial to Industrial to better align with the area's certified industrial status, long-term development potential, and proximity to Interstate 80. Murray noted that the change supports goals outlined in the Building Bondurant Comprehensive Plan and does not affect the current zoning of the adjacent agricultural parcels. One comment was received in support from property owner Don Timmins. No additional public comments were submitted.

Chris Shires of Confluence offered his perspective on the amendment and expressed support for aligning the Future Land Use Map with the area's long-term development strategy.

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

- b. Public Hearing 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

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

Planning & Community Development Director Murray provided an overview of the request, explaining that the rezoning aligns with the City's evaluation of certified industrial land, the site's long-term development potential, and its strategic location near Interstate 80. Murray noted the need for consistency between the Zoning Map and the Future Land Use Map and summarized applicable Comprehensive Plan goals supporting industrial employment growth. One comment in support was received from property owner Don Timmins. No additional public comments were offered.

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Mayor Elrod closed the public hearing at 06:20 PM.

8. Action Items

- a. R-251201-351- Resolution considering approval of 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
Motion by McKenzie, seconded by Cox, to Approve R-251201-351. Roll Call: Ayes: Cox, McKenzie, Peffer, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.
- b. O-251201-229 - (First Reading) Ordinance approving a rezoning from the City's Limited Industrial (M-1) District to the Medium Industrial (M-2) District at the Certified Timmins Industrial Park
Motion by McKenzie, seconded by Cox, to Approve the first reading of O-251201-229. Roll Call: Ayes: Cox, McKenzie, Peffer, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.
- c. R-251201-352- Resolution awarding Plans, Specifications, Estimate, and Award of Contract for BFSD Public Infrastructure Storm Sewer Facilities Project
Motion by McKenzie, seconded by Cox, to Approve R-251201-352. Roll Call: Ayes: Cox, McKenzie, Peffer, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.
- d. R-251201-353- Resolution approving award of contract to Graphite Construction Group for Eagle Parking Lot Improvements Project
Motion by McKenzie, seconded by Cox, to Approve R-251201-353. Roll Call: Ayes: Cox, McKenzie, Peffer, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.
- e. R-251201-354- Consideration of Resolutions Regarding the City of Bondurant's Future Membership Status with the Des Moines Area Regional Transit Authority (DART)
The Council discussed the three membership options presented by DART for FY27 and beyond, including: (1) remaining a full DART member with continued fixed-route and paratransit service; (2) participating in the proposed three-year Paratransit-Only Membership Study, which would discontinue fixed-route service but retain voting rights during the study; and (3) fully withdrawing from DART effective July 1, 2027. Council members reviewed the long-term service, financial, and representation implications of each option and asked questions regarding levy impacts, projected costs, service reductions, and community mobility needs.

Jeff Cook, 708 Jefferson Avenue, SE, questioned the current level of DART service provided to Bondurant, how many residents actively use

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the service, and how much the City spends annually on DART membership.

Following the discussion, the Council took action to approve full withdrawal from DART effective July 1, 2027.

Motion by Cox, seconded by Peffer, to Approve R-251201-354 to withdraw from the Des Moines Area Regional Transit Authority (DART) effective July 1, 2027. Roll Call: Ayes: Cox, Peffer, Sillanpaa. Nays: McKenzie, Driscoll. Absent: None. Motion carried 3-2.

9. Discussion Items -

a. Confluence Presentation regarding Zoning Code Development

Chris Shires of Confluence presented an update on the ongoing zoning and subdivision code development process, providing an overview of key revisions, project timeline, and next steps for Council consideration.

b. Utility Rate Discussions

City Administrator Oliver reviewed the need for future sewer rate adjustments, noting that rates have not changed since 2016, and updated WRA debt schedules necessitate increases. She recommended adopting a two-year rate structure for FY27–FY28 with reevaluation in FY28, and provided additional updates on other utility funds.

c. Employee Handbook Updates

Assistant City Administrator Jess presented a summary of the major changes proposed in the 2025 Draft Employee Handbook, highlighting new policies (including drug testing, background checks, and cash handling) and key updates related to emergency services, procurement, social media, and ethics. She stated that the revisions improve compliance and operational consistency. Full versions of the current and draft handbooks were provided for Council's review.

d. CY26 Council Appointments

The Council discussed the upcoming Calendar Year 2026 committee and board appointments. Mayor Elrod encouraged Council Members to reflect on areas of interest and consider taking on new roles to support a well-rounded and knowledgeable governing body. This item was for discussion only; formal appointments will be considered at a future meeting.

10. Reports / Comments and appropriate action thereon:

a. Mayor

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- Upcoming events this weekend.
- b. Council Members
 - Peffer - None.
 - Cox - Chamber update, and WRA update.
 - Sillanpaa - Friends of CVT, and MAC update.
 - McKenzie - Interchange and Brownfield property inquiry.
 - Driscoll - Upcoming events.
 - c. Administrator
 - BES Ribbon Cutting and pancake breakfast this Saturday.
 - d. Directors
 - Hagan - Department update.
 - Murray - Department update.
 - Jess - None.
 - Horton - Department update.
 - Klinker-Feld - Department update.
 - Kreuder - 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
Motion by Peffer, seconded by Cox, to Move into Closed Session at 09:08 PM. Roll Call: Ayes: Cox, McKenzie, Peffer, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.
- Mayor Elrod closed the Closed Session at 09:14 PM.
12. Adjournment
Motion by Peffer, seconded by Cox, to adjourn at 09:14 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 December 1, 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.

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Doug Elrod, Mayor