

*A virtual meeting was offered.

BONDURANT CITY COUNCIL
Minutes
December 15, 2025
Bondurant City Council

1. Roll Call

Present: Mayor Doug Elrod, Council Member Tara Cox, Council Member Angela McKenzie, Council Member Bob Peffer, Council Member Matt Sillanpaa, 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, Public Works Director John Horton, 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

None.

4. Perfecting and Approval of the Agenda

Motion by Driscoll, seconded by Peffer, to approve the agenda. Vote on Motion 4-0. Motion carried. Council Member McKenzie arrived at 06:01 PM.

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 December 1, 2025, City Council Meeting Minutes
- b. Claims List and Treasurer's Report
- c. Applications for Council Approval
- d. Receive & File - BES November Monthly Report
- e. R-251215-355- Resolution approving action to order construction and set date of letting and public hearing for the SE Trunk Sewer Project

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- f. R-251215-356- Resolution approving perpetual and temporary easement document for the SE Trunk Sewer Project
- g. R-251215-357- Resolution approving appointments to the BRAVO Board for CY26
- h. R-251215-358- Resolution approving appointments to the Des Moines Convention and Visitors' Bureau Board of Directors
- i. R-251215-359- Resolution approving City Council Meeting Dates for Calendar Year 2026
- j. R-251215-360- Resolution selecting persons to serve as Commissioner and Alternate for the Des Moines Regional Transit Authority (DART) for Calendar Year 2026
- k. R-251215-361- Resolution approving Appointments to Des Moines Area MPO and Des Moines Area MPO's Transportation Technical Committee
- l. R-251215-362- Resolution approving appointments to the Polk County Joint E911 Service Board for Calendar Year 2026
- m. R-251215-363- Resolution appointing a Representative and alternates to Eastern Polk Innovation Collaboration (EPIC)
- n. R-251215-364- Resolution approving appointments to the ICON Board for CY 2026
- o. R-251215-365- Resolution approving appointments to the MWA Board for CY 2026
- p. R-251215-366- Resolution designating the Official Newspapers of Record for 2026
- q. R-251215-367- Resolution appointing a representative and alternate representative to the Polk County Emergency Management Commission
- r. R-251215-368- Resolution approving appointments for City Legal Services for Calendar Year 2026

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- s. R-251215-369- Resolution approving appointments to the WRA Board and Technical Committee for CY 2026
- t. R-251215-370- Resolution designating the Official Depositories for 2026
- u. R-251215-371- Resolution approving Change Order No. 3 to RW Excavating Solutions LC for the Parkside Trail Connection Project in the amount of (-\$30,024.60)
- v. R-251215-372- Resolution approving pay request no. 5 to RW Excavating Solutions for the Parkside Trail Connection Project in the amount of \$727.50
- w. R-251215-373- Resolution approving pay request no. 6 (Release of Retainage) to RW Excavating Solutions for the Parkside Trail Connection Project in the amount of \$13,884.45
- x. R-251215-374- Resolution Approving Employee Handbook Updates
- y. R-251215-375- Resolution Approving Updates to the Captain FIRE/EMS Coordinator Job Description
- z. R-251215-376- Resolution Approving Changes to the Finance Director Job Description
- aa. R-251215-377- Resolution Approving Wage Range Adjustments for FY27
- bb. R-251215-378- Resolution approving Pay Request No. 1 to Core Construction Services, LLC for the Bondurant Parks & Recreation Event Center Facility Renovation (The Station) in the amount of \$99,024.39
- cc. R-251215-379- Resolution approving Pay Request No. 2 to Core Construction Services, LLC for the Bondurant Parks & Recreation Event Center Facility Renovation (The Station) in the amount of \$99,024.39
- dd. R-251215-380- Resolution appointing a representative to the Friends of the Chichaqua Valley Trail (CVT)

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- ee. R-251215-381- Resolution approving a grant agreement with Bravo Greater Des Moines in the amount of \$50,000 for implementation of the Grain Silo Mural at Silo Commons
 - ff. R-251215-382- Resolution rejecting all proposals received related to the Grain District Tourism & Economic Impact Feasibility Study
 - gg. R-251215-383- Resolution Extending the Moratorium related of the Temporary Suspension of Accessory Dwelling Unit (ADU) Approvals
 - hh. R-251215-384- Resolution approving pay request no. 1 to James Construction LLC for the 5th Court, NW Stormwater Project in the amount of \$26,922.00
 - ii. R-251215-385- Resolution Setting Date for Public Hearing on Designation of the Expanded Bondurant Urban Renewal Area and on Urban Renewal Plan Amendment
 - jj. R-251215-386- Resolution approving a professional services agreement with Shive-Hattery in the amount of \$2,953,000 for design, construction, and other engineering services related to the 32nd Street, SE and new north/south corridor project
 - kk. R-251215-387- Resolution approving proposal from Bell Brothers Heating and Air Condition in the amount of \$17,844 for the purchase and installation of three AprilAire E-100 E-Series dehumidifiers at City Hall Motion by Pepper, seconded by Driscoll, to Approve the Consent Agenda. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.
6. Guests requesting to address the City Council
None.
7. Action Items
- a. O-251201-229 - Second and possible third (final) Reading of 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 Pepper, seconded by Driscoll, to waive the second reading, and Approve the third and final reading of O-251201-229. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.

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- b. O-251215-230 - (First Reading) Ordinance amending various sections of the Bondurant Municipal Code to update publication and public notice requirements to four (4) and twenty (20) days in compliance with the 2025 Iowa Acts
Motion by McKenzie, seconded by Sillanpaa, to waive the first and second reading, and Approve the third and final reading of O-251215-230. Roll Call: Ayes: Cox, McKenzie, Peffer, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.
 - c. O-251215-231 - (First Reading) Ordinance approving and establishing a water wheeling cost recovery policy and methodology
Motion by McKenzie, seconded by Driscoll, to waive the first and second reading, and Approve the third and final reading of O-251215-231. Roll Call: Ayes: Cox, McKenzie, Peffer, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.
 - d. R-251215-388- Resolution approving Seasonal Decor Contract with MidAmerican Energy Company
Motion by McKenzie, seconded by Driscoll, to Approve R-251215-388. Roll Call: Ayes: Cox, McKenzie, Peffer, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.
8. Discussion Items -
- a. R-251215-389- Discussion and possible consideration of resolution approving Occupational Health Services Review and Consideration of Employer Services Agreement with Exemplar Care
Motion by Driscoll, seconded by Sillanpaa, to Approve R-251215-389. Roll Call: Ayes: Cox, McKenzie, Peffer, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.
9. Reports / Comments and appropriate action thereon:
- a. Mayor
Mayor Elrod read a proclamation honoring Council Member Bob Peffer in recognition of his eleven years of dedicated service to the City of Bondurant and his lasting contributions to the community. Thanked the Public Works Department for their service and efforts during the recent weather conditions.
 - b. Council Members
Peffer - Council Member Peffer thanked the Mayor, Council, and City staff for their support and collaboration over the years and reflected on his service to the City of Bondurant.
Cox - Provided liaison updates and information on upcoming meetings.
Sillanpaa - Thanked Council Member Peffer for his years of service and provided liaison updates and information on upcoming meetings.
Driscoll - Thanked Council Member Peffer for his years of service and

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provided liaison updates and information on upcoming meetings.
McKenzie - Provided liaison updates and information on upcoming meetings.

Council Member Cox departed at 06:40 PM.

c. Administrator

Expressed appreciation to Council Member Peffer for his years of service, and administrative updates.

d. Directors

Jess - Department update.

Murray - Department update.

Horton - Department update.

Kreuder - Department update.

Klinker-Feld - Department update.

Hagan - Department update.

10. **Closed Session**- Pursuant to Iowa Code 21.5.1(j) to discuss property acquisition and 21.5.1(c) potential or pending litigation

None.

11. Adjournment

Motion by Peffer, seconded by Driscoll, to adjourn at 06:45 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 15, 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