

*A virtual meeting was offered.

BONDURANT CITY COUNCIL
Minutes
April 20, 2026
Bondurant City Council

1. Roll Call

Present: Mayor Doug Elrod, Council Member Tara Cox, Council Member Angela McKenzie, Council Member Matt Sillanpaa, Council Member Chad Driscoll, Council Member Dennis Lyman

City Officials Present: City Administrator Marketa Oliver, City Clerk Shelby Hagan, Fire Chief Aaron Kreuder, Assistant Fire Chief Anthony Rauterberg, Public Works Director John Horton, Assistant City Administrator Jene Jess, Communications & Events Coordinator Katie Klus, City Planner Isaac Pezley, City Engineer David Fliehler

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 Lyman, to approve the agenda. Vote on Motion 5-0. Motion carried.

5. Guests requesting to address the City Council

None.

a. Metro Waste Authority Presentation

Kayla Burkett, Vice President of Public Affairs with Metro Waste Authority, provided an overview of services and shared updates with the Council.

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 April 6, 2026, City Council Special Meeting Minutes, and April 6, 2026, City Council Meeting Minutes

b. Claims List

c. Applications for Council Approval

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- d. Receive & File - Bondurant Library Board Meeting Minutes of February 4, 2026, and March 4, 2026 & February and March Director's Report
- e. Receive & File - BES March Monthly Report
- f. R-260420-114- Resolution approving Pay Request No.18 from Ryan Companies for the Bondurant Emergency Services Facility in the amount of \$13,789.80
- g. R-260420-115- Resolution approving Pay Request No.19 from Ryan Companies for the Bondurant Emergency Services Facility in the amount of \$30,536.99
- h. R-260420-116- Resolution approving pay request No. 5 to Core Construction for The Station Project in the amount of \$249,298.73
- i. R-260420-117- Resolution approving pay request No. 6 to Core Construction for The Station Project in the amount of \$334,602.67
- j. R-260420-118- Resolution Approving an Amendment to the Polk County Multi-Jurisdictional Local Hazard Mitigation Plan
- k. R-260420-119- Resolution approving the job description for the position of Public Works Administrative Specialist
- l. R-260420-120- Resolution approving the Truman Drive, NE Phase 2 Special Assessment Consulting Services Agreement with Greenwood Consulting Services LLC in the amount of not to exceed \$2,500 for preliminary assessment work and not to exceed \$1,700 for final assessment work
- m. R-260420-121- Resolution affixing a date for a public hearing on May 4, 2026 to consider the Civic Campus North Right-of-Way Vacation Plats
- n. R-260420-122- Resolution approving action to order construction and set a date of letting, and setting a public hearing on the SE Industrial Public Improvements – Phase 1 Project for May 18, 2026, at 6:00 p.m.
- o. R-260420-123- Resolution approving Pay Request No. 3 to Veit for the BFSD Truman Drive Storm Sewer Facilities Project in the amount of \$333.68

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- p. R-260420-124- Resolution approving Change Order No. 1 for the Southeast Trunk Sewer Project in the amount of \$25,544.26
- q. R-260420-125- Resolution amending the City Fee Schedule to reflect updated Planning & Community Development Department Fees
- r. R-260420-126- Resolution Affixing Date for Public Hearing for FY26 City of Bondurant Budget Amendment No. 1
- s. R-260420-127- Resolution approving the Disposal of Surplus Equipment through Online Auction
- t. R-260420-128- Resolution approving a Master Agreement, Work Order No. CBD001, and associated proposal with Swaelu LLC for Silo Commons Operations Planning Services in the amount of \$6,250
- u. R-260420-129- Resolution approving a 5-year Maintenance Agreement with Iowa Department of Transportation for primary roadways through the City of Bondurant
Mayor Elrod and Council Member Driscoll inquired further and asked questions regarding Items 6t and 6u. Communication & Events Coordinator Klus provided clarification on Item 6t.

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

7. **Public Hearing**

- a. Public hearing to consider an ordinance amending the City Code of the City of Bondurant, Iowa by adding the SE Trunk Sewer Connection Fee District to Chapter 104 – Sanitary Sewer Connection Fee Districts
Mayor Elrod opened the public hearing at 06:25 PM.

City Administrator Oliver provided an overview of the proposed amendment. There were no public comments.

Mayor Elrod closed the public hearing at 06:28 PM.
- b. Public Hearing for FY27 City of Bondurant Budget
Mayor Elrod opened the public hearing at 06:28 PM.

City Administrator Oliver provided a brief overview of the proposed

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budget. There were no public comments.

Mayor Elrod closed the public hearing at 06:31 PM.

8. Action Items

- a. R-260420-130- Resolution Adopting the Annual Budget for the Fiscal Year Ending June 30, 2027, and Certifying the Proposed Tax Levy Rate Motion by Driscoll, seconded by McKenzie, to Approve R-260420-130. Roll Call: Ayes: Cox, McKenzie, Sillanpaa, Driscoll, Lyman. Nays: None. Absent: None. Motion carried 5-0.
- b. O-260420-206 - (First Reading) An ordinance amending the City Code of the City of Bondurant, Iowa by adding the SE Trunk Sewer Connection Fee District to Chapter 104 – Sanitary Sewer Connection Fee Districts Motion by McKenzie, seconded by Driscoll, to Approve the first reading of O-260420-206. Roll Call: Ayes: Cox, McKenzie, Sillanpaa, Driscoll, Lyman. Nays: None. Absent: None. Motion carried 5-0.
- c. R-260420-131- Resolution approving site plan for Vermeer Corporation located at 2901 Vermeer Drive, SE Motion by McKenzie, seconded by Driscoll, to Approve R-260420-131. Roll Call: Ayes: Cox, McKenzie, Sillanpaa, Driscoll, Lyman. Nays: None. Absent: None. Motion carried 5-0.
- d. R-260420-132- Resolution approving the site plan for Ramms Construction located at 1120 2nd Street, NE
The Planning and Zoning Commission reviewed the site plan and determined that a paved drive lane to and around the proposed structure was not required due to the existing non-conforming nature of the lot. The site currently consists of rock/gravel, and the applicant has maintained dust control and mitigated track-out. The approval from the Council is contingent upon Board of Adjustment review related to the variance request for a hard surface.

Motion by Driscoll, seconded by McKenzie, to Approve R-260420-132 pending Board of Adjustment review. Roll Call: Ayes: Cox, McKenzie, Sillanpaa, Driscoll, Lyman. Nays: None. Absent: None. Motion carried 5-0.
- e. R-260420-133- Resolution Approving and Adopting The Station Rental Rules and Regulations & Sponsorship and Partnership Policy Motion by Driscoll, seconded by McKenzie, to Table R-260420-133 and refer the rules and regulations back to the Parks & Recreation Board for further review, including consideration of the Saturday block and multi-day rental package options to ensure a variety of rental offerings. Roll Call: Ayes: Cox, McKenzie, Sillanpaa, Driscoll, Lyman. Nays: None. Absent: None. Motion carried 5-0.

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- f. R-260420-134- Resolution approving Outdoor Parks Facility Pricing Structure
Motion by McKenzie, seconded by Driscoll, to Approve R-260420-134.
Roll Call: Ayes: Cox, McKenzie, Sillanpaa, Driscoll, Lyman. Nays: None.
Absent: None. Motion carried 5-0.
 - g. R-260420-136- Discussion and possible consideration of a Resolution directing staff to collaborate with Vermeer Corporation to use Soil from the Private Building Site for the Public Roadway in exchange for Top Soil Distribution
Motion by Driscoll, seconded by McKenzie, to Approve R-260420-136.
Roll Call: Ayes: Cox, McKenzie, Sillanpaa, Driscoll, Lyman. Nays: None.
Absent: None. Motion carried 5-0.
9. Discussion Items -
- a. - Discussion of Utility Rate Review and Calculation Structure Updates and Consideration of First Reading of Ordinances
Assistant City Administrator Jess presented the utility rate review, which included updated cash flow projections and proposed calculation structure updates for the enterprise funds. Mayor Elrod asked questions regarding the sewer rate structure, as well as communication and marketing of the proposed changes.
 - b. O-260420-207 - Discussion & Possible Consideration of (First Reading) Ordinance amending Chapter 92, Water
Motion by McKenzie, seconded by Driscoll, to approve the first reading of O-260420-207. Roll Call: Ayes: Cox, McKenzie, Sillanpaa, Driscoll, Lyman. Nays: None. Absent: None. Motion carried 5-0.
 - c. O-260420-208 - Discussion & Possible Consideration of (First Reading) Ordinance amending Chapter 106, Solid Waste
Motion by Driscoll, seconded by Lyman, to approve the first reading of O-260420-208. Roll Call: Ayes: Cox, McKenzie, Sillanpaa, Driscoll, Lyman. Nays: None. Absent: None. Motion carried 5-0.
 - d. O-260420-209 - Discussion & Possible Consideration of (First Reading) Ordinance amending Chapter 99, Sewer
Motion by Lyman, seconded by Driscoll, to approve the first reading of O-260420-209. Roll Call: Ayes: Cox, McKenzie, Sillanpaa, Driscoll, Lyman. Nays: None. Absent: None. Motion carried 5-0.
 - e. Owners Representative Services for SE Industrial Infrastructure Project
Public Works Director Horton provided an overview of the Request for Proposals (RFP) process for owner's representative services related to the SE Industrial Infrastructure Project and summarized the staff's evaluation. Based on the variability in proposals and the City's internal capabilities, staff recommended rejecting all proposals and proceeding with managing the project in-house.

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Matt Farver, 601 Pleasant Street, SE, also addressed the Council regarding his firm's proposal and outlined their interest in assisting with the project.

- f. R-260420-135- Discussion and possible consideration of a resolution rescinding Resolution No. 260406-108 related to the Grain Silo Mural Concept and authorizing Letter of Intent for Design Revision Services Mayor Elrod expressed interest in further refining the Grain Silo Mural concept and discussed the importance of ensuring the design reflects the community's identity and vision for the Grain District. The Mayor emphasized incorporating elements that tell a cohesive story of Bondurant, particularly the transition from agriculture to urbanization.

Mike Mackin, Parks & Recreation Board Member, addressed the Council regarding the conversation at the Parks & Recreation Board meeting last week.

Motion by Lyman, seconded by Driscoll, to Amend R-260420-135 by adding RESOLUTION NO. 260406-109 to the rescission. Roll Call: Ayes: Cox, Sillanpaa, Driscoll, Lyman. Nays: McKenzie. Absent: None. Motion carried 4-1. Motion by Lyman, seconded by Driscoll, to approve R-260420-135 as amended. Roll Call: Ayes: Cox, Sillanpaa, Driscoll, Lyman. Nays: McKenzie. Absent: None. Motion carried 4-1.

Following Council action, next steps include coordinating a joint meeting with the Parks & Recreation Board and meeting with the selected artists to further refine the mural concept.

10. Reports / Comments and appropriate action thereon:

- a. Mayor
Mayor Elrod provided an update on recent events and meetings attended over the past two weeks.
- b. Council Members
Cox - Liaison updates.
Lyman - Liaison updates.
Driscoll - Liaison updates.
McKenzie - Liaison updates.
Sillanpaa - Liaison updates.
- c. Administrator
Provided updates and comments on various ongoing projects, initiatives, and activities throughout the City.

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- d. Directors
 - Hagan - Department update.
 - Jess - Department update.
 - Horton - Department update.
 - Kreuder - Department update.
 - Klus - 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 Driscoll, seconded by Lyman, to Move into Closed Session at 08:48 PM. Roll Call: Ayes: Cox, McKenzie, Sillanpaa, Driscoll, Lyman.
 - Nays: None. Absent: None. Motion carried 5-0.

Mayor Elrod closed the Closed Session at 08:53 PM.

- 12. Adjournment
 - Motion by Driscoll, seconded by McKenzie, to adjourn at 08:53 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 April 20, 2026, 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