

**Due to the COVID-19 concerns and social distancing recommendations, a virtual meeting was offered.*

BONDURANT CITY COUNCIL

Minutes

June 20, 2022

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, Public Works Director John Horton, Finance Director Jene Jess, Fire Chief Aaron Kreuder

2. Call to Order and Declaring a Quorum

Mayor Elrod called the meeting to order at 06:03 PM and declared a quorum.

3. Abstentions declared

None.

4. Perfecting and Approval of the Agenda

Motion by Cox, seconded by Driscoll, 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 City Council Meeting Minutes of June 6, 2022 & June 13, 2022

b. Claims List

c. Applications for City Council Approval

d. Receive and File - Annual Financial Report and External Audit for FY22

e. R-220620-128- Resolution setting a date for a public hearing to consider a text amendment to Section 178.06.4.J of the Zoning Code regarding an increase to the minimum setback requirement when an attached garage is entered from the street in the City's Planned Unit Development (R-5) District

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- f. R-220620-129- Resolution approving Change Order No. 4 for Commerce Crossings Phase 2 Public Improvements Project
 - g. R-220620-130- Resolution Approving Purchase of Changeable Message Sign
 - h. R-220620-131- Resolution Approving Purchase of Hotsy Pressure Washer
 - i. R-220620-132- Resolution approving Pay Request No. 9 to Shive-Hattery for the Professional Services Agreement for Commerce Crossings Development Public Improvements Project
 - j. R-220620-133- Resolution certifying the population of the 2021-approved Pope, Palmer, Reicherts annexation area
 - k. R-220620-134- Resolution affixing a date for a public hearing for July 18, 2022 to consider the proposed annexation of land into the City of Bondurant's city limits
 - l. R-220620-135- Resolution approving Pay Request No. 18 for the Library Expansion & Renovation Project in the amount of \$8,028.45
Motion by Driscoll, seconded by Cox, 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
- Shawna Turner, 147 Shiloh Rose Parkway, NW, recently received a letter from an HOA management company regarding a payment that must be made of \$150 for the management of the detention pond in their neighborhood.
- Donny Novachich, 138 Landon Drive, NW, also received the letter and presented his thoughts to the Council.
- Brian McMurray, Vista Development, explained the process of the HOA, and stated that there are 159 lots that will be subject to the HOA between the two plats.
- Taryn Betts, of 143 Shiloh Rose Parkway, NW, stated that the management company reported that the development did not have a pond, and that the fees would go towards street lights and other maintenance items.

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- a. Presentation of Annual Audit for FY22
Ryan Roof, Faller & Kinchloe, presented the FY21 audit report and stated they found minimal audit findings.

7. Action Items

- a. - (Second Reading) Ordinance consideration of the request for rezoning from Agricultural (A-1) to Limited Industrial (M-1), pending annexation finalization, on portions of Parcels 230/00453-002-000 and 230/462-000-000; and request for 2012 Future Land Use Map amendment from Reserve Industrial/Reserve Ag and Residential to Industrial on this same area
Motion by Cox, seconded by McKenzie, to waive the second reading, and approve the third and final reading of O-220606-207. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.
- b. R-220620-136- Resolution approving the 88 Paine Circle, SE Site Plan Travis Sisson, 7300 Westtown Parkway, discussed the building and tenants.
Motion by Driscoll, seconded by Cox, to Approve R-220620-136. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.
- c. R-220620-137- Resolution approving the Administrative Services Coordinator Position Description and Salary Range
Motion by Cox, seconded by Sillanpaa, to Approve R-220620-137. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.

8. Discussion Items -

- a. - Discussion regarding the Saylorville Water Treatment Plant Expansion
City Administrator Oliver presented the letter the City received from Des Moines Water Works regarding the expansion. Public Works Director Horton explained the process and the City's status to the Council.

9. Reports / Comments and appropriate action thereon:

- a. Mayor
Met with Steve Van Oort.
- b. Council Members
Sillanpaa - P&Z update.
McKenzie - WRA meeting tomorrow.
Cox - Chamber Board meeting on July 12th, BDI on July 13th, bike trail topic for upcoming Coffee & Conversation in July, EPIC update.

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Driscoll - BRAVO update.

Peffer - MWA update, Catch DSM meeting this week.

c. Administrator

Dog park grant from Polk County, recent Budget Award.

d. Directors

Sanders - Library update.

Kreuder - Department update.

Horton - Grant Street project will commence on June 27th.

Murray - Joint session tomorrow night to discuss the comprehensive plan, public input on Wednesday night at the library.

10. **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 Cox, to Move into Closed Session at 07:39 PM. Roll Call: Ayes: Cox, McKenzie, Peffer, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.

Mayor Elrod closed the Closed Session at 07:51 PM.

11. Adjournment

Motion by Peffer, seconded by Cox, to adjourn at 07:52 PM. Vote on Motion 5-0. Motion carried.

Shelby Hagan, City Clerk

ATTEST:

Doug Elrod, Mayor

I, the undersigned 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 June 20, 2022, 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