

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

BONDURANT CITY COUNCIL

Minutes

April 17, 2023

Bondurant City Council

1. Roll Call

Present: Council Member Tara Cox, Council Member Angela McKenzie, Mayor Pro Tem Bob Pepper, Council Member Matt Sillanpaa

Absent: Mayor Doug Elrod, Council Member Chad Driscoll

City Officials Present: City Administrator Marketa Oliver, City Clerk Shelby Hagan, Fire Chief Aaron Kreuder, Public Works Director John Horton, Library Director Jill Sanders, Assistant Fire Chief Rebecca Morris, Assistant Fire Chief Troy Harmison, Planning & Community Development Director Maggie Murray, City Planner Isaac Pezley

2. Call to Order and Declaring a Quorum

Mayor Pro Tem Pepper 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 McKenzie, seconded by Cox, to amend the agenda by switching 5c to 5a and deleting 6e. Vote on Motion 4-0. Motion carried.
Motion by Cox, seconded by McKenzie, to approve the agenda as amended. Vote on Motion 4-0. Motion carried.

5. Guests requesting to address the City Council

Russell Schwalbach, 1003 Lincoln Street, SE, addressed the Council regarding a neighborly dispute regarding a barking dog.

a. Proclamation for Arbor Day

Mayor Pro Tem Pepper presented the Arbor Day Proclamation. City Administrator Oliver XX Growth Award and Tree City USA Award.

b. Black Helmet Presentation

Fire Chief Kreuder presented black helmets to members of the fire department.

c. Supervisor Robert Brownell

Supervisor Brownell provided an update to the council and public.

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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 April 10, 2023, City Council Meeting Minutes
- b. Applications for Council Approval
- c. Claims List
- d. R-230417-73- Resolution approving Group Creative Services'/Confluence's Arts, Culture & Wayfinding Master Plan Proposal and Awarding Contract in the Amount of \$71,750
- e. ~~R-230417-74- Resolution approving moratorium on site plans with granular outdoor storage areas through July 11, 2023~~
- f. R-230417-75- Resolution considering approval of the Civic Campus/Myers 1 Plats of Survey
- g. R-230417-76- Resolution considering approval of the Fox Ridge Estates Plat 2 Preliminary Plat, a subdivision in unincorporated Polk County within two miles of Bondurant's city limits
- h. R-230417-77- Resolution of endorsement of the City of Bondurant's application to the Economic Development Administration's FY 2023 Planning and Local Technical Assistance Grant Program for assistance to develop a master plan for the 24-acre downtown Landus redevelopment area
- i. O-230320-213 - (Third Reading) Ordinance consider a rezoning from the Agricultural (A-1) District to the Low-Density Residential (R-1) District on Parcel 230/00469-002-000 and a rezoning from the Agricultural (A-1) District to the High-Density Residential (R-3) District on Parcel 230/00478-001-000, pending annexation finalization
- j. O-230410-214 - (Second Reading) Ordinance to repeal chapter 155, 156, 157, 158, 160 and 161 of the Municipal Code of the City of Bondurant, Iowa and to adopt by reference the 2021 Edition of the International Codes (I-Codes™) and more specifically the International Building Code, the International Residential Code, the International Existing Building Code, the International Fuel Gas Code, the

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International Mechanical Code, the International Property Maintenance Code, the International Fire Code, the 2021 Uniform Plumbing Code as adopted by the State of Iowa, the International Plumbing Code, the 2012 International Energy and Conservation Code, and by reference the National Electrical Code as currently used by the State of Iowa, NFPA 58, and NEPA 54 to regulate the erection, construction, enlargement, alteration, repair, moving, removal, conversion, demolition, occupancy, equipment, use, height, area and maintenance of buildings and structures, including installation of mobile, manufactured and modular homes, the full version/current edition of SUDAS (Statewide Urban Design and Specifications); to provide for the issuance of permits and collection of fees; and to provide penalties for violations

Motion by Cox, seconded by McKenzie, to Approve the Consent Agenda with the removal of item 6e. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa. Nays: None. Absent: Mayor Elrod, Driscoll. Motion carried 4-0.

7. **Public Hearing**

- a. Public Hearing on Award of Contract for BRSC Parking Lot
Mayor Pro Tem Pepper opened the public hearing at 06:40 PM.

Public Works Director Horton presented the project to the council and the public.

Mayor Pro Tem Pepper closed the public hearing at 06:47 PM.

- b. Public hearing regarding a 100% voluntary annexation within two miles of the City of Mitchellville's city limits
Mayor Pro Tem Pepper opened the public hearing at 06:47 PM.

City Administrator Oliver updated the council and the public on the hearing.

Mayor Pro Tem Pepper closed the public hearing at 06:48 PM.

8. **Action Items**

- a. R-230417-78- Resolution awarding the contract for the BRSC Parking Lot Project to Sandstone Management LTD in the amount of \$487,367.50
Motion by McKenzie, seconded by Cox, to Approve R-230417-78. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa. Nays: None. Absent: Mayor Elrod, Driscoll. Motion carried 4-0.
- b. R-230417-79- Resolution approving a 100% voluntary annexation within two miles of the City of Mitchellville's city limits

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Motion by McKenzie, seconded by Cox, to Approve R-230417-79. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa. Nays: None. Absent: Mayor Elrod, Driscoll. Motion carried 4-0.

9. Discussion Items -

10. Reports / Comments and appropriate action thereon:

- a. Mayor
Mayor Pro Tem Pepper - upcoming meetings and upcoming attendance at future City Council meetings.
- b. Council Members
McKenzie - ICON meeting update.
Cox - DART and Chamber update.
Sillanpaa - None.
- c. Administrator
P&Z Member update, Rec & Roll Trailer unveiling on Saturday, April 29th at the Piece of Bondurant event, Keep Bondu Beautiful this weekend, Parks & Rec meeting this Thursday, Greater Des Moines Partnership update.
- d. Directors
Kreuder - Extended appreciation regarding the Black Helmet presentation.
Horton - Department and project updates.
Sanders - Grant update.
Murray - 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 Cox, seconded by McKenzie, to Move into Closed Session at 07:11 PM. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa. Nays: None. Absent: Mayor Elrod, Driscoll. Motion carried 4-0.

Mayor Pro Tem Pepper closed the Closed Session at 07:14 PM.

12. Adjournment
Motion by Pepper, seconded by Cox, to adjourn at 07:14 PM. Vote on Motion 4-0. Motion carried.

Shelby Hagan, City Clerk

ATTEST:

Doug Elrod, Mayor

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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 17, 2023, 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