

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

BONDURANT CITY COUNCIL

Minutes

June 7, 2021

Bondurant City Council

1. Roll Call

Present: Mayor Curt Sullivan, Council Member Bob Pepper, Council Member Tara Cox, Council Member Doug Elrod, Council Member Wes Enos

Absent: Council Member Angela McKenzie

City Officials Present: City Administrator Marketa Oliver, City Clerk Shelby Hagan, Fire Chief Aaron Kreuder, Public Works Director John Horton, Planning & Community Development Director Maggie Murray, Library Director Jill Sanders

2. Call to Order and Declaring a Quorum

Mayor Sullivan 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 Pepper, seconded by Elrod, to approve agenda. Vote on Motion 3-0. Motion carried.

Council Member Enos arrived at 6:05 p.m.

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 the City Council Meeting Minutes of May 17, 2021
- b. Receive and File - Planning & Zoning Commission Meeting Minutes of May 13, 2021
- c. Receive and File - Parks & Recreation Board Meeting Minutes of January 21, 2021

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

- d. Receive and File - Library Board Meeting Minutes of May 5, 2021 & Director's Report
- e. Claims List
- f. Applications for Council Approval
- g. Licenses and Permits for Council Approval
- h. Proclamation of Appreciation for the Bondurant Farmers Market during Fresh Fruit & Vegetable Month
- i. R-210607-134-Resolution awarding the contract for Demolition of Property at 3402 Grant St. South in the amount of \$25,550 (Commerce Crossings Infrastructure Project)
- j. R-210607-135-Resolution Executing Agreement of Consent for Crossing Company's Pipelines and Easements from Northern Natural Gas for the Commerce Crossings Project
- k. R-210607-136-Resolution Approving Purchase of Roadway Patching Equipment from PatchBox, LLC in the amount of \$8,109.80
- l. R-210607-137-Resolution approving Pay Request No. 7 for the Bondurant Library Expansion Project in the amount of \$409,338.23
- m. R-210607-138-Resolution approving Pay Request No. 8 for the Bondurant Library Expansion Project in the amount of \$373,172.83
- n. R-210607-139-Resolution approving Change Orders Totaling \$-11.61 for the 2021 Bondurant Community Library Expansion Project
- o. R-210607-140-Resolution approving Story Construction Pay Request No. 8 in the amount of \$50,458.11
- p. R-210607-141-Resolution approving Story Construction Pay Request No. 9 in the amount of \$45,114.30

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

- q. R-210607-142-Resolution approving Pay Request No. 5 for the Northeast Storm Sewer Public Infrastructure Project
- r. R-210607-143-Resolution approving Pay Request No. 4 with Ryan Companies for the Project Omega Phases 2 & 3 Offsite Improvements Construction Management Fee in the amount of \$16,226.48
- s. R-210607-144-Resolution approving Pay Request No. 5 for the 23rd St. SW & Shiloh Rose Parkway SW Public Infrastructure Improvement Project (Project Omega)
- t. R-210607-145-Resolution approving the Second (and Final) Reimbursement for Ryan Bondurant, LLC for Project Omega Public Improvement Project per Development Agreement
- u. R-210607-146-Resolution authorizing Notification regarding City Participation in the Central Iowa Water Trails System
- v. R-210607-147-Resolution Approving Purchase of Hydraulic Valve Turning Equipment from MacQueen Equipment in the amount of \$14,855.00
- w. R-210607-148-Resolution Adopting Cash Management & Internal Control Policy
- x. R-210607-149-Resolution approving various Job Descriptions for the City of Bondurant
- y. R-210607-150-Resolution approving the Municipal Employee Wages for the 2022 Fiscal Year, Excluding City Administrator, Emergency Services Paid Per Call and Library Staff
- z. R-210607-151-Resolution approving Fiscal Year 2022 Wage Schedule for the Bondurant Emergency Services Staff
- aa. R-210607-152-Resolution approving Extension for Temporary Outdoor Service Area Permit Program for Temporary Restaurant Occupancy Limitation Relief as a Result of the COVID-19 Pandemic Through Calendar Year 2021

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

Motion by Pepper, seconded by Enos, to Approve the Consent Agenda.
Roll Call: Ayes: Cox, Elrod, Enos, Pepper. Nays: None. Absent:
McKenzie. Motion carried 4-0.

6. Guests requesting to address the City Council

7. Presentations & Reports

a. Polk County Sheriff's Report

Captain Sean Van Hoozer - Reported 621 calls of service in the month of May, 158 of those were traffic stops, resulting in 33 tickets, 84 warnings, with the majority of the tickets and warnings were for speeding, and 4 people were arrested. Mayor Sullivan questioned if there has been an increase in calls due to the warm weather. Captain Van Hoozer reported that Bondurant is pretty peaceful.

b. Hubbell Top Farms (Revised Plan)

Steve Moseley, Hubbell Realty, presented a concept for Top Farms. The concept is updated from the original concept that was presented in April after taking Council's feedback into consideration and incorporating larger lots. The new concept considers transition zones and adds a commercial area on the northeast corner of the property.

They have created transition lots that shift to larger lots with higher value on the interior portion of the parcel. The plan also has a potential future park area as an amenity for the community.

The developer has found a potential commercial user for the development. They are not at liberty to disclose the user but feel it would be a viable commercial user of benefit to the community. Joe Pietruszynski, Senior Vice President of Hubbell Realty, further explained the development. He said Hubbell Realty has been looking for commercial and industrial opportunities in Bondurant.

Mayor Sullivan questioned what the percentage of purple lots to yellow lots. Moseley said it is approximately 50/50.

Council Member Cox questioned if the ponds and park would be in an HOA. Pietruszynski said they are open to handling it however the City desires.

Council Member Elrod appreciates the working and cooperative relationship that Hubbell has provided throughout this process. Hubbell has responded to the feedback and understands the vision that the Council is trying to accomplish. He believes that the plan is very well put together, enthused about the commercial as well as the transition into

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

larger lots. He also mentioned that there is an option of accepting payment in lieu of parkland. Council Member Elrod also voiced that he would be in favor of splitting the development by zoning districts rather than a PUD.

Mayor Sullivan commented on the mixed uses and appreciates them taking the City's feedback into consideration when developing the plan.

8. **Public Hearing**

- a. Public Hearing on Proposed Development Agreement with Bondurant Commercial, LLC

Mayor Sullivan opened the public hearing at 6:31 p.m.

Dave Hansen, Signature Development, provided an update on the project, and the projected completion date is December 1st.

Mayor Sullivan closed the public hearing at 6:33 p.m.

- b. Public Hearing on Plans, Specifications, Form of Contract, and Estimate of Cost for Bids for Commerce Crossing Development Public Improvement Phase 2 Project

Mayor Sullivan opened the public hearing at 6:33 p.m.

City Administrator Oliver explained that this is for the construction piece of the roadway project, and the lowest bid was \$300,000 under the engineer's estimate.

Mayor Sullivan closed the public hearing at 6:35 p.m.

9. **Action Items**

- a. R-210607-153-Resolution approving Development Agreement with Bondurant Commercial, LLC, Authorizing Annual Appropriation Tax Increment Payments and Pledging Certain Tax Increment Revenues to the Payment of the Agreement

Motion by Enos, seconded by Pepper, to Approve R-210607-153. Roll Call: Ayes: Cox, Elrod, Enos, Pepper. Nays: None. Absent: McKenzie. Motion carried 4-0.

- b. R-210607-154-Resolution approving Plans, Specifications, Form of Contract, and Estimate of Cost for Commerce Crossing Development Public Improvement Phase 2 Project

Motion by Enos, seconded by Pepper, to Approve R-210607-154. Roll Call: Ayes: Cox, Elrod, Enos, Pepper. Nays: None. Absent: McKenzie. Motion carried 4-0.

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

- c. R-210607-155-Resolution approving the Award of Construction Contract for Commerce Crossing Development Public Improvements Phase 2 Project to Concrete Technologies Inc. in the amount of \$1,963,849.83
Motion by Enos, seconded by Pepper, to Approve R-210607-155. Roll Call: Ayes: Cox, Elrod, Enos, Pepper. Nays: None. Absent: McKenzie. Motion carried 4-0.
 - d. R-210607-156-Resolution approving Professional Services Agreement with FEH for Fire Station Remodel/Addition (Conceptual Planning)
Motion by Elrod, seconded by Enos, to Approve R-210607-156. Roll Call: Ayes: Cox, Elrod, Enos, Pepper. Nays: None. Absent: McKenzie. Motion carried 4-0.
 - e. O-210607-207 -(First Reading) Ordinance amending the Code of Ordinances of The City of Bondurant, Iowa, by amending Chapter 19, City Treasurer
Motion by Enos, seconded by Pepper, to Approve the first reading of O-210607-207. Roll Call: Ayes: Cox, Elrod, Enos, Pepper. Nays: None. Absent: McKenzie. Motion carried 4-0.
10. Discussion Items -
- a. AP Automation
City Administrator Oliver explained the software. Council Member Elrod questioned the security. Council Member Pepper questioned the cost. Overall, Council is in favor but would like some more information regarding ongoing costs, experience, similar automated systems, etc.
 - b. Central Iowa Code Consortium
City Administrator Oliver announced that the 28E Agreement is about to expire. Council Member Enos voiced his opinion on renewing the Agreement, and believes it's beneficial for economical development. Council agreed.
11. Reports / Comments and appropriate action thereon:
- a. Mayor
MILAG meeting on Wednesday, City Hall will reopen to the public on July 1st, Celebrate Bondurant comments.
 - b. Council Members
Pepper - P&Z Commission meeting update, Parks & Recreation Board meeting update, Bondurant Community Foundation update, High School Soccer comments, DC Trip comments.
Enos - None.
Cox - EPIC meeting on Thursday, Chamber Board meeting tomorrow, Coffee & Conversation next week, BDI meeting update.
Elrod - Questioned the meeting place for the Summerfest Parade.

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

c. Administrator

The City is participating in the Outside Art through the Art Center, bow hunting inquiry, welcomed Maggie back, downtown project sign, Lucille's property update, on street parking concern in a residential area comments, upcoming DC trip comments, federal earmark list from Axne's office for the commuter loop update, Prairie Meadows sponsorship for the Chris Norton event, GFOA Award.

d. Directors

Kreuder - Fire Station Remodel/Addition comments, updating EMS rates.
Horton - Ditch II meeting update.

Murray - None.

Sanders - Summer Reading Program (90+), door and circulation counts are high, mid-July completion for inside the building, parking lot update.

12. **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 Enos, seconded by Pfeffer, to close the regular City Council meeting at 7:15 p.m. and move into Closed Session. Roll Call: Ayes: Cox, Elrod, Enos, Pfeffer. Nays: None. Absent: McKenzie. Motion carried 4-0.

Mayor Sullivan closed the Closed Session at 7:30 p.m.

13. Adjournment

Motion by Pfeffer, seconded by Enos, to adjourn the meeting at 7:30 p.m. Vote on Motion 4-0. Motion carried.

Shelby Hagan, City Clerk

ATTEST:

Curt Sullivan, 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 June 7, 2021, 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.

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

Curt Sullivan, Mayor