

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

BONDURANT CITY COUNCIL

Minutes

August 21, 2023

Bondurant City Council

1. Roll Call

Present: Mayor Doug Elrod, Council Member Tara Cox, Council Member Angela McKenzie, Council Member Bob Pfeffer, 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, Library Director Jill Sanders

2. Call to Order and Declaring a Quorum

Mayor Elrod called the meeting to order at 06:04 PM and declared a quorum.

3. Abstentions declared

None.

4. Perfecting and Approval of the Agenda

Motion by Driscoll, seconded by Cox, to amend the agenda by removing item #8a. Vote on Motion 5-0. Motion carried. Motion by Driscoll, seconded by Cox, to approve the agenda as amended. Vote on Motion 5-0. Motion carried.

5. Guests requesting to address the City Council

a. DART

Sheri Kyas, DART, presented an update on the operations and maintenance facility for DART to the council and the public.

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 August 7, 2023 City Council Meeting Minutes

b. Applications for Council Approval

c. Claims List and Treasurer's Report

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

- d. R-230821-158- Resolution approving Memorandum of Understanding between the Iowa Department of Revenue and the City of Bondurant regarding the State Setoff Program
- e. R-230821-159- Resolution supporting Public Infrastructure Improvements and application to the Revitalize Iowa's Sound Economy (RISE) program for the area of Campus Drive SE (Myers 2 Certified Site) necessary for Economic Development within the City of Bondurant, Iowa
- f. R-230821-160- Resolution approving the professional services agreement with Veenstra & Kimm for the design of the BFSD Public Infrastructure Improvements and the NE Storm Outfall Phase 2 Project
- g. R-230821-161- Resolution considering approval of the Plat of Survey to create Parcel '2023-122'
- h. R-230821-162- Resolution approving pay request no. 4 to Sandstone Management LTD for the BRSC Parking Lot Project in the amount of \$12,067.13
- i. R-230821-163- Resolution authorizing the Mayor to enter into contract with ISG Inc. in the amount of \$17,750 for downtown Landus-area master planning services
- j. R-230821-164- Resolution Setting Date for Public Hearing on Designation of the Expanded Bondurant Urban Renewal Area and on Urban Renewal Plan Amendment
- k. R-230821-165- Resolution approving pay request no. 1 to KLC Construction, LLC for the 15th Street and NE 88th Street/32nd St SE and Jorie Way Water Main Project in the amount of \$237,508.32
- l. R-230821-166- Resolution to appoint Ethan Pitt to the Board of Adjustment
- m. R-230821-167- Resolution entering into an Intergovernmental Agreement with Polk County regarding Polk County's Urban County designation for participation in the Community Development Block Grant Program for 2023-2025

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

- n. R-230821-168- Resolution approving Amendment #2 with RDG for City Park Design
- o. R-230821-169- Resolution approving agreement with Veenstra & Kimm for professional engineering services for Civic Campus North
- p. O-230821-220 - (First Reading) Ordinance amending the Code of Ordinances of the City of Bondurant, Iowa, by amending Chapter 47, Park Regulations
- q. R-230821-171- Resolution authorizing the execution of a contract with OPN for professional services related to the Bondurant Emergency Services Facility
- r. R-230821-172- Resolution approving the contract for engineering services on the South Civic Campus/Bondurant Emergency Services Council Member Driscoll questioned item #6n. City Administrator Oliver questioned if the council had an opinion on naming the street for item #6f.

Motion by Cox, seconded by McKenzie, to Approve R-230821-172. Roll Call: Ayes: Cox, Sillanpaa, Pfeffer, McKenzie, Driscoll. Nays: None. Absent: None. Motion carried 5-0.

7. Action Items

- a. R-230821-170- Resolution adopting the City's Sanitary Sewer Master Plan
Public Works Director Horton presented an overview of the City's Sanitary Sewer Master Plan to the council and the public.

Motion by Driscoll, seconded by Sillanpaa, to Approve R-230821-170. Roll Call: Ayes: Cox, Sillanpaa, Pfeffer, McKenzie, Driscoll. Nays: None. Absent: None. Motion carried 5-0.
- b. O-230821-221 - (First Reading) Ordinance amending Chapter 167 of the City Code, titled Stream Buffer Protection and Management
Planning & Community Development Director Murray presented an overview of the amendments to the council and the public regarding stream buffers.

Motion by McKenzie, seconded by Driscoll, to waive the first and second reading, and Approve the third and final reading of O-230821-221 . Roll Call: Ayes: Cox, Sillanpaa, Pfeffer, McKenzie, Driscoll. Nays: None. Absent: None. Motion carried 5-0.

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

8. Discussion Items -

- a. Water Discussion
Deleted.
- b. Shelter and Playground Equipment Options
City Administrator Oliver presented play structure examples to the council and the public from the company the Parks and Recreation Board selected during their July board meeting.

9. Reports / Comments and appropriate action thereon:

- a. Mayor
Meetings update.
- b. Council Members
Peffer - None.
Cox - Chamber and DART update.
Sillanpaa - P&Z update.
McKenzie - Questioned 2nd Street, NW speed limit, ICON and CVB update.
Driscoll - None.
- c. Administrator
Installment update of the new pedestrian signal, Special Census update.
- d. Directors
Murray - Grant update.
Horton - None.
Sanders - None.

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 Sillanpaa, to Move into Closed Session at 07:35 PM. Roll Call: Ayes: Cox, Sillanpaa, Peffer, McKenzie, Driscoll. Nays: None. Absent: None. Motion carried 5-0.

Mayor Elrod closed the Closed Session at 07:40 PM.

11. Adjournment

Motion by Peffer, seconded by Cox, to adjourn at 07:41 PM. Vote on Motion 5-0. Motion carried.

Shelby Hagan, City Clerk

ATTEST:

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

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 August 21, 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