

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

BONDURANT CITY COUNCIL

Minutes

November 6, 2023

Bondurant City Council

1. Roll Call

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

City Officials Present: City Administrator Marketa Oliver, City Clerk Shelby Hagan, Planning & Community Development Director Aaron Kreuder, Fire Chief Aaron Kreuder, Public Works Director John Horton, Library Director Jill Sanders, City Engineer Bob Veenstra, Finance & Employee Services Director Jene Jess

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 Cox, seconded by Pepper, to amend the agenda to reflect the appropriate completion date for the City Park Project changing it to 2024. Vote on Motion 4-0. Motion carried.

Motion by Cox, seconded by Pepper, to approve the agenda as amended. Vote on Motion 4-0. Motion carried.

5. Guests requesting to address the City Council

Lieutenant Shane Grego, Polk County Sheriff's Office, reported 580 calls of service in the month of October.

Council Member Sillanpaa arrived at 06:02 PM.

- a. Update from the Metropolitan Planning Organization
Dylan Mullenix, MPO, presented an update.

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 October 16, 2023 City Council Meeting Minutes

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- b. Claims List & Treasurer's Report
- c. Receive & File - Library Board Meeting Minutes of September 6, 2023 and October 4, 2023 & Director's Reports
- d. O-231017-223 - (Second Reading) Ordinance amending the City Code of Bondurant, Iowa, by amending the following Section 177.07 of the Zoning Code regarding Setback Requirements for Public Parks
- e. R-231106-218- Resolution approving Change Order No. 1 for the Sankey Summit Trail Extension in the amount of \$11,350
- f. R-231106-219- Resolution approving pay request no. 6 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 \$211,010.20
- g. R-231106-220- Resolution approving Certificate of Completion for the BRSC Parking Lot Project (Sandstone Management)
- h. R-231106-221- Resolution approving an amendment to the agreement with Shive-Hattery for the Professional Services Agreement for Parkside to CVT Trail Connection Project for the amount of \$7,300
- i. R-231106-222- Resolution awarding a bid for the Asbestos Mitigation for Property at 7525 NE 80th St. to Mid-Iowa Environmental in the amount of \$44,500
- j. R-231106-223- Resolution awarding work for the Demolition of Property at 7525 NE 80th St. J. Petticord Inc. in the amount of \$91,425.00
- k. R-231106-224- Resolution approving the Special Census Memorandum of Agreement for a 2024 Special Census
- l. R-231106-225- Resolution approving a professional services agreement with Veenstra & Kimm in the amount of \$79,870 for the professional engineering services related to the 2nd Street, NW street widening project for the stretch of 2nd Street, NW from Franklin Street, NW to Fireside Drive, NW
- m. R-231106-226- Resolution of endorsement for the City of Bondurant's application request to the Iowa DOT's Iowa Statewide Transportation

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Alternatives Set-Aside Program for funding to assist with installing the proposed trail system along the realigned Grant Street South corridor in the Central District Stormwater Improvements Area

- n. R-231106-227- Resolution Approving Purchase of New Snowplow Truck for FY25
- o. R-231106-228- Resolution approving an amendment to the agreement with Shive-Hattery for the Professional Services Agreement for Bondurant Civic Campus Project in the amount of \$6,200
- p. R-231106-229- Resolution approving a contract to provide Weather Forecasting Services to the City of Bondurant from BAM Weather Council Member McKenzie questioned the timing of item #6l. Mayor Elrod questioned the cost of item #6j. Council Member Sillanpaa questioned item #6g.

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

7. **Public Hearing**

- a. Public hearing on bids for bids package 1 for City Park
Mayor Elrod opened the public hearing at 06:30 PM.

City Administrator Oliver presented the bids for the City Park Project Bid Package 1.

Mayor Elrod closed the public hearing at 06:34 PM.

- b. Public hearing on proposal to enter into a Trail Improvements Loan Agreement and to borrow money thereunder in a principal amount not to exceed \$375,000
Mayor Elrod opened the public hearing at 06:34 PM.

City Administrator Oliver presented the proposal related to the Trail Improvements Loan Agreement.

Mayor Elrod closed the public hearing at 06:36 PM.

8. Action Items

- a. R-231106-230- Resolution awarding contract for bid package 1 for City Park

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Motion by Driscoll, seconded by Pepper, to Approve R-231106-230. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.

- b. R-231106-231- Resolution taking additional action on proposal to enter into a Trail Improvements Loan Agreement, combining Loan Agreements, setting date for the sale of Series 2023A Bonds and authorizing the use of a preliminary official statement in connection therewith

Motion by Driscoll, seconded by McKenzie, to Approve R-231106-231. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.

- c. R-231106-232- Resolution setting the date for the sale of General Obligation Urban Renewal Bonds, Series 2023B and authorizing the use of a Preliminary Official Statement in connection therewith

Motion by Cox, seconded by Sillanpaa, to Approve R-231106-232. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.

- d. R-231106-233- Resolution appointing representatives to the Arts, Culture & Wayfinding Master Plan's Artist Selection Committee

Motion by Driscoll, seconded by Cox, to Approve R-231106-233 appointing Council Member Driscoll and Council Member Cox. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.

9. Discussion Items -

- a. Street Pavement Management Program
Larry Stevens, HR Green, presented the Street Pavement Management Program to the council and the public.
- b. Bondurant Emergency Services Facility Planning Update
Mayor Elrod provided an update on the Bondurant Emergency Services Facility.
- c. City Park Schematic Design - Additional Discussion
City Administrator Oliver presented an update on the City Park Schematic Design.

Jeff Cook, 706 Jefferson Avenue, SE, expressed his thoughts on the basketball court location.

10. Reports / Comments and appropriate action thereon:

- a. Mayor
Election Day is tomorrow.
- b. Council Members

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Driscoll - BDI Conference comments, WRA and BRAVO update
McKenzie - CVB update.
Peffer - BDI Conference comments.
Sillanpaa - Upcoming P&Z meeting, Library Board meeting update.
Cox - Coffee & Conversation this Thursday, DART meeting tomorrow,
EPIC meeting next month.

- c. Administrator
Certified Site visit tomorrow.
- d. Directors
Murray - None.
Kreuder - Grateful for the BES Facility discussion, department update.
Horton - None.
Sanders - 261 guests at the Halloween party. The State report was submitted.
Jess - 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
Public Works Director Horton discussed DMWW. City Engineer Veenstra provided an update regarding DMWW.

Motion by Driscoll, seconded by McKenzie, to Move into Closed Session at 09:31 PM. Roll Call: Ayes: Cox, McKenzie, Peffer, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.

Mayor Elrod closed the Closed Session at 10:06 PM.

12. Adjournment
Motion by Peffer, seconded by Driscoll, to adjourn at 10:07 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 November 6, 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

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for public inspection within ten business days and prior to the next convened meeting of said body.

Doug Elrod, Mayor