

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

BONDURANT CITY COUNCIL

Minutes

November 20, 2023

Bondurant City Council

1. Roll Call

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

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

2. Call to Order and Declaring a Quorum

Mayor Elrod called the meeting to order at 06:01 PM and declared a quorum.

3. Abstentions declared

None.

4. Perfecting and Approval of the Agenda

Motion by Pepper, seconded by Sillanpaa, to amend the agenda by removing item #5p and moving item #5j to action items. Vote on Motion 4-0. Motion carried.

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

Council Member Cox arrived at 06:03 PM.

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 November 6, 2023 City Council Meeting Minutes
- b. Claims List & Treasurer's Report
- c. Applications for Council Approval

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- d. R-231120-234- Resolution authorizing the Tax Increment Financing (TIF) Indebtedness Certification to the County Auditor for Fiscal Year 2025
- e. R-231120-235- Resolution ordering approving 28E maintenance agreement with Polk County Public Works
- f. O-231017-223 - (Third 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
- g. R-231120-236- Resolution approving pay request no. 7 to KLC Construction, LLC for the 15th Street and NE 88th Street/32nd Street, SE and Jorie Way Water Main Project in the amount of \$229,185.60
- h. R-231120-237- Resolution approving a plat of survey for 9790 NE 64th Street
- i. R-231120-238- Resolution approving the Dollar Tree First Addition Final Plat and waiving the Preliminary Plat
- k. R-231120-240- Resolution approving the Annual Finance Report to the State of IA for FY23 and receiving and filing for Audit
- l. R-231120-241- Resolution approving the professional services agreement with Veenstra & Kimm, Inc. for the design of the DMWW Feeder Water Main Project
- m. R-231120-242- Resolution to amend City of Bondurant Snow and Ice Control Policy (that was first adopted on May 7th, 2018)
- n. R-231120-243- Resolution approving supplement to 2023 Senior Bond Issuance Certificate of Des Moines Metropolitan Wastewater Reclamation Authority Participating Community
- o. R-231120-244- Resolution adopting the Stormwater Master Plan
- p. - Resolution approving Urban Renewal Amendment (Admin Program)
The council discussed item #5i.

Motion by Pfeffer, seconded by Driscoll, to Approve the Consent Agenda.

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Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None.
Absent: None. Motion carried 5-0.

6. Guests requesting to address the City Council

- a. Downtown Landus Redevelopment Master Plan Presentation by ISG Inc.

Darren Johnson, ISG, presented the redevelopment master plan for the Landus property downtown Bondurant and sought feedback from the council.

7. **Public Hearing**

None.

8. Action Items

- a. R-231120-245- Resolution approving the Dollar Tree Site Plan at 801 Dee Street SE

Motion by Pepper, seconded by Cox, to Approve R-231120-245. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.

- b. R-231120-246- Resolution authorizing and approving a Loan Agreement, providing for the sale and issuance of General Obligation Corporate Purpose Bonds, Series 2023A, and providing for the levy of taxes to pay the same

Suzanne Gerlach, PFM, presented the bids from the bond sale today.

Motion by Driscoll, seconded by Cox, to Approve R-231120-246. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.

- c. R-231120-247- Resolution authorizing and approving a Loan Agreement, providing for the sale and issuance of General Obligation Urban Renewal Bonds, Series 2023B, and providing for the levy of taxes to pay the same

Suzanne Gerlach, PFM, presented the bids from the bond sale today.

Motion by Cox, seconded by Pepper, to Approve R-231120-247. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.

- j. R-231120-239- Resolution approving the Campus Industrial Park Preliminary Plat

Wally Pelds, Pelds Design Services, presented the preliminary plat to the council.

Motion by Cox, seconded by Driscoll, to Approve R-231120-239. Roll Call:

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Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.

9. Discussion Items -

a. Council Board & Committee Assignments

The mayor and the council discussed board and committee assignments.

10. Reports / Comments and appropriate action thereon:

a. Mayor

City Park groundbreaking ceremony tonight, meeting with Mayor Dean O'Connor tomorrow to discuss an annexation agreement, absent next meeting, congrats to the council members, and Happy Thanksgiving.

b. Council Members

Cox - Virtually attending the next meeting, Chamber and BDI update, DART update.

Sillanpaa - P&Z update.

Pepper - MWA update.

Driscoll - WRA meeting tomorrow, BRAVO meeting next Wednesday, Happy Birthday Jill.

McKenzie - None.

c. Administrator

City Hall update.

d. Directors

Kreuder - Have a safe holiday.

Murray - Department update.

Horton - ISU students project update, department update.

Sanders - Department update, and will present the annual report next month.

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

Motion by Driscoll, seconded by McKenzie, to Move into Closed Session at 07:14 PM. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.

Mayor Pro Tem Pepper closed the Closed Session at 07:44 PM.

12. Adjournment

Motion by Pepper, seconded by Driscoll, to adjourn at 07:45 PM. Vote on Motion 5-0. Motion carried.

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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 20, 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