

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

BONDURANT CITY COUNCIL

Minutes

December 4, 2023

Bondurant City Council

1. Roll Call

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

Absent: Mayor Doug Elrod

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, Finance & Employee Services Director Jene Jess

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

Council Member Sillanpaa arrived at 06:01 PM.

5. Guests requesting to address the City Council

a. Presentation by engineering students in the University of Iowa's Iowa Initiative for Sustainable Communities Program regarding the Downtown Arboretum Trail Concept

The University of Iowa students presented the Downtown Arboretum Trail Concept to the council and the public.

b. Exemplar Care

Exemplar Care presented their case regarding their Targeted Business and Industry Program application.

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.

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- a. Approval of November 20, 2023 City Council Meeting Minutes
- b. Claims List
- c. Applications for Council Approval
- d. R-231204-248- Resolution approving the FY2023 Urban Renewal Report
- e. R-231204-249- Resolution approving the Civic Campus Master Plan Acquisition Plats
- f. R-231204-250- Resolution affixing a date for a public hearing for the vacation of certain right-of-way within the Civic Campus Master Plan area
- g. R-231204-251- Resolution approving pay request no. 8 to KLC Construction LLC. for the 15th Street, SE and NE 88th Street/32nd Street, SE and Jorie Way Water Main Project in the amount of \$220,265.70
- h. R-231204-252- Resolution approving appointments to the BRAVO Board for CY 2024
- i. R-231204-253- Resolution approving appointments to the Des Moines Convention and Visitors Bureau Board of Directors
- j. R-231204-254- Resolution approving City Council meeting dates for calendar year 2024
- k. R-231204-255- Resolution selecting persons to serve as commissioner and alternate for the Des Moines Regional Transit Authority (DART) for calendar year 2024
- l. R-231204-256- Resolution designating the Official Depositories for 2024
- m. R-231204-257- Resolution approving appointments to Des Moines Area MPO and Des Moines Area MPO's Transportation Technical Committee

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- n. R-231204-258- Resolution approving appointments to the Polk County Joint E911 Service Board for Calendar Year 2024
 - o. R-231204-259- Resolution appointing a representative to Eastern Polk Innovation Collaborative (EPIC)
 - p. R-231204-260- Resolution approving appointments to MWA Board for CY 2024
 - q. R-231204-261- Resolution designating the Official Newspapers of Record for 2024
 - r. R-231204-262- Resolution appointing a representative and alternative representative to the Polk County Emergency Management Commission
 - s. R-231204-263- Resolution approving appointments for City Legal and Engineering Services for calendar year 2024
 - t. R-231204-264- Resolution approving appointments to WRA Board and Technical Committee for CY 2024
 - u. R-231204-265- Resolution approving appointments to the ICON Board for CY 2024
 - v. R-231204-266- Resolution approving job grades and wage scales for FY25 according to Compensation Philosophy and Policy
 - w. R-231204-267- Resolution approving documents for completion of the Library Expansion Project
 - x. R-231204-268- Resolution approving Settlement Agreement and Release (Pleasant Grove)
Motion by Driscoll, seconded by McKenzie, to Approve the Consent Agenda. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: Mayor Elrod. Motion carried 5-0.
7. Action Items
None.
8. Discussion Items -

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- a. R-231204-269- Discussion and possible consideration of a resolution regarding the Central Iowa Code Consortium Updated 28E
Motion by McKenzie, seconded by Driscoll, to Approve R-231204-269.
Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None.
Absent: Mayor Elrod. Motion carried 5-0.
- b. Hope Box Locations
An update on the Hope Boxes situated throughout the city was delivered by Public Works Director Horton. City Staff will explore alternative location options.
- c. Little Libraries
City Administrator Oliver has put forth a resident's request to install a Little Library in Gateway Park. The City Staff has sought feedback from the Council regarding the existing Little Libraries situated throughout the town.

Council Member Cox left at 07:16 PM.

9. Reports / Comments and appropriate action thereon:

- a. Mayor
None.
- b. Council Members
Cox - DART, Chamber and EPIC update.
Pepper - MWA update.
Sillanpaa - Christmas in Bondurant comments.
McKenzie - ICON and CVB update.
Driscoll - WRA, BRAVO, Happy Birthday, Marketa, and Christmas in Bondurant comments.
- c. Administrator
Certified Site update, mural unveiling update.
- d. Directors
Murray - None.
Horton - City Park update.
Sanders - Christmas in Bondurant comments.
Jess - Christmas in Bondurant comments.

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 McKenzie, to Move into Closed Session at 07:25 PM. Roll Call: Ayes: McKenzie, Pepper, Sillanpaa, Driscoll.
Nays: None. Absent: Mayor Elrod, Cox. Motion carried 4-0.

Mayor Pro Tem Pepper closed the Closed Session at 07:45 PM.

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11. Adjournment

Motion by Pepper, seconded by Driscoll, to adjourn at 07:46 PM. Vote on Motion 4-0. 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 December 4, 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