

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

BONDURANT CITY COUNCIL

Minutes

January 2, 2024

Bondurant City Council

1. Roll Call

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

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

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

Council Member McKenzie will abstain on item #8b.

4. Perfecting and Approval of the Agenda

Motion by Driscoll, seconded by None, to approve the agenda. Vote on Motion 5-0. Motion carried.

5. Guests requesting to address the City Council

None.

9. Discussion Items -

a. Presentation of Annual Library Report

Jill Sanders, Library Director, presented the annual report for the Bondurant Community Library.

Mayor Elrod appointed Council Member McKenzie as Mayor Pro Tem.

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 December 18, 2023 City Council Meeting Minutes

b. Claims List

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- c. Receive & File - Parks and Recreation Board Minutes July, August, September, October, and November 2023
- d. R-240102-1- Resolution Approving Price Adjustment for the Purchase of a New Snowplow Truck for FY25
- e. R-240102-3- Resolution appointing Ethan Pitt to the Planning & Zoning Commission
- f. R-240102-4- Resolution reappointing Andy Mains to the Planning & Zoning Commission
- g. R-240102-5- Resolution reappointing Greg Hanson to the Board of Adjustment
- h. R-240102-6- Resolution reappointing Jon Klein to the Board of Adjustment
- i. R-240102-7- Resolution authorizing the City of Bondurant to submit an application for funding from the Federal Surface Transportation Block Grant Program (STBG) to the Des Moines Metropolitan Planning Organization (MPO) for the partial funding of the construction of the Grant Street South realignment project and further approving the application which obligates the City of Bondurant to matching funds for the construction of said project
- j. R-240102-8- Resolution authorizing the City of Bondurant to submit an application for funding from the Federal Surface Transportation Block Grant Set-Aside Program (STBG) to the Des Moines Area Metropolitan Planning Organization (MPO) for the partial funding of the construction of the trails associated with the Grant Street South realignment project and further approving the application which obligates the City of Bondurant to matching funds for the construction of said project
- k. R-240102-9- Resolution authorizing the City of Bondurant to submit a joint application with the City of Altoona for funding from the Federal Surface Transportation Block Grant Program (STBG) to the Des Moines Area Metropolitan Planning Organization (MPO) for the partial funding of the Construction of Eastern Polk County I-80 Interchange Planning Study and further approving the application which obligates the City of Bondurant to matching funds for said project

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- I. R-240102-10- Resolution approving funding for Exemplar Care under the Targeted Business and Industry Program in an amount not to exceed \$123,600
- m. R-240102-15- Resolution approving the Hawthorne Crossing Plat 2 Final Plat
Council Member McKenzie noted she is abstaining from item #6l.

Motion by Cox, seconded by Pepper, 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 property exchange in the Civic Campus Master Plan area
Mayor Elrod opened the public hearing at 06:11 PM.

City Administrator Oliver explained the property exchange.

Mayor Elrod closed the public hearing at 06:12 PM.
- b. Public Hearing to consider an amendment to the City's Future Land Use Map from the Open Space/Agricultural destination to the Medium Density Residential designation for a portion of Area D of the 2019-approved Harvest Meadows Planned Unit Development Plan
Mayor Elrod opened the public hearing at 06:12 PM.

Planning & Community Development Director Murray explained the project. Erin Ollendike, Civil Design Advantage, explained the development of the property.

Mayor Elrod closed the public hearing at 06:17 PM.
- c. Public Hearing regarding a request for rezoning from the Agricultural (A-1) District to the Planned Unit Development (R-5) District in the Morgan Estates Plat 3 Preliminary Plat
Mayor Elrod opened the public hearing at 06:17 PM.

Planning & Community Development Director Murray explained the project.

Mayor Elrod closed the public hearing at 06:21 PM.
- d. Public Hearing for a substantial modification to the 2019-approved Harvest Meadows Planned Unit Development related to Area D

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Mayor Elrod opened the public hearing at 06:21 PM.

Planning & Community Development Director Murray explained the project.

Mayor Elrod closed the public hearing at 06:24 PM.

8. Action Items

- a. R-240102-11- Resolution approving the property exchange in the Civic Campus Master Plan area
Motion by Driscoll, seconded by McKenzie, to Approve R-240102-11. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.
- b. R-240102-12- Resolution approving the Future Land Use Amendment request from the Open Space/Agricultural designation to the Medium Density Residential designation for a portion of Area D of the 2019-approved Harvest Meadows Planned Unit Development Plan
Motion by Cox, seconded by Sillanpaa, to Approve R-240102-12. Roll Call: Ayes: Cox, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 4-0.
- c. R-240102-13- Resolution approving the Bondurant Industrial Park Plat 2 Preliminary Plat
Motion by Driscoll, seconded by Pepper, to amend the motion to add a note to the preliminary plat regarding the deceleration lane on Highway 65 for this particular development. Vote on Motion 5-0. Motion carried.
Motion by Sillanpaa, seconded by Driscoll, to Approve R-240102-13. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.
- d. R-240102-14- Resolution adopting a "Little Libraries" Policy
Events & Communication Coordinator Van Houten explained the "Little Libraries" Policy.

Motion by Driscoll, seconded by McKenzie, to Approve R-240102-14. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.
- e. R-240102-2- Resolution selecting the I/Thee concept for installation at the ARTocka Trail Loop
Council Member Driscoll presented the concept and background of the selection of the I/Thee concept for ARTocka Trail Loop.

Motion by Driscoll, seconded by McKenzie, to Approve R-240102-2. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.

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- f. O-240102-200 - (First Reading) Ordinance approving a request for rezoning from the Agricultural (A-1) District to the Planned Unit Development (R-5) District in the Morgan Estates Plat 3 Preliminary Plat area
Motion by Cox, seconded by McKenzie, to approve the first reading of O-240102-200. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.
 - g. O-240102-201 - (First Reading) Ordinance amending the 2019-approved Harvest Meadows Planned Unit Development related to Area 'D'
Motion by Cox, seconded by Driscoll, to approve the first reading of O-240102-201. Roll Call: Ayes: Cox, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 4-0.
 - h. O-240102-202 - (First Reading) Ordinance update for clarity of the burial process in the Cemetery
Motion by Driscoll, seconded by McKenzie, to waive the first and second reading, and approve the third and final reading of O-240102-202. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.
10. Reports / Comments and appropriate action thereon:
- a. Mayor
MPO update.
 - b. Council Members
McKenzie - None.
Sillanpaa - Questioned about an acceleration lane near Parkside on Highway 65.
Cox - Library Board meeting tomorrow, BDI update.
Driscoll - ARTocka meeting next week, WRA update.
Peffer - None.
 - c. Administrator
Legislators Unfiltered event this Thursday.
 - d. Directors
Horton - None.
Murray - None.
Kreuder - 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 Cox, to Move into Closed Session at 07:07 PM. Roll Call: Ayes: Cox, McKenzie, Pepper, Sillanpaa, Driscoll. Nays: None. Absent: None. Motion carried 5-0.
- Mayor Elrod closed the Closed Session at 08:15 PM.

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12. Adjournment

Motion by Pepper, seconded by McKenzie, to adjourn at 08:15 PM. Vote on Motion 0-0. 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 January 2, 2024, 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