

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

BONDURANT CITY COUNCIL

Minutes

February 20, 2024

Bondurant City Council

1. Roll Call

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

Absent: Council Member Bob Pepper

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, City Planner Isaac Pezley

2. Call to Order and Declaring a Quorum

Mayor Elrod called the meeting to order at 06:03 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.

5. Guests requesting to address the City Council

None.

6. Presentations

a. Brad Lewis, 100 Main Street, SE

Brad Lewis, residing at 7575 65th Street, offered a status update on the downtown building. Edward Jones has recently relocated, the Creamery is anticipated to open around March 15th, and Buck's Depot is scheduled to open by the end of March or in April.

b. Proclamation for Government Communicators Day

Mayor Elrod presented a Proclamation for Government Communicators Day.

7. 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 February 5, 2024, City Council Meeting Minutes
- b. Claims List
- c. Applications for City Council Approval
- d. Receive & File - January 3, 2024, Library Board Meeting Minutes & Directors Report
- e. R-240220-45- Resolution affixing a public hearing date to consider a text amendment to Section 177.04 of the Zoning Code regarding setback requirements for accessory structures
- f. R-240220-46- Resolution affixing a public hearing date to consider text amendments to the following sections of the Zoning Code: 179.01, 180.04, 180.05, and 180.07 regarding setback requirements for stormwater detention and retention basins
- g. R-240220-47- Resolution regarding approval of the Doe Run Plat 3 Final Plat, a subdivision in unincorporated Polk County within two miles of Bondurant's City limits
- h. R-240220-48- Resolution appointing a representative to the MIPA Board of Directors for CY24
- i. R-240220-49- Resolution appointing Matt Farver to the Board of Adjustment
- j. R-240220-50- Resolution approving pay request no.11 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 \$16,890.05
- k. R-240220-51- Resolution accepting a Perpetual Storm Sewer Easement on land owned by the Park Side Master Owners Association, Inc. to allow the City of Bondurant to construct the Park Side to BRSC Trail project
- l. R-240220-52- Resolution of endorsement for the City of Bondurant approving and authorizing the application for a Department of Transportation RAISE Discretionary Grant for funding assistance to be

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used for the development of Grant Street South Realignment/Central District Stormwater Improvements

- m. R-240220-53- Resolution of endorsement for the Bondurant-Farrar Community School District's application to the Prairie Meadows Youth Sports and Recreational Grant Program for funding to assist with constructing tennis/pickleball courts
- n. R-240220-54- Resolution appointing Travis Appelgate to the Library Board of Trustees
- o. R-240220-55- Resolution awarding bid for the City Hall Roof Replacement Project to JB Roofing in the amount of \$39,962.00
- p. R-240220-61- Resolution approving the Impact Community Action Partnership, Inc. General Services Agreement
Motion by Driscoll, seconded by McKenzie, to Approve the Consent Agenda. Roll Call: Ayes: McKenzie, Sillanpaa. Nays: None. Absent: Peffer. Motion carried 4-0.

8. **Public Hearing**

- a. Public hearing to consider adoption of the Art, Culture, & Wayfinding Master Plan
Mayor Elrod opened the public hearing at 06:14 PM.

Planning & Community Director Murray presented the plan to the Council and the public.

Jeff Cook, 708 Jefferson Ave, SE, expressed his thoughts on the plan.

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

- b. Public hearing to consider adoption of the Grain District Downtown Redevelopment Plan
Mayor Elrod opened the public hearing at 06:25 PM.

Planning & Community Development Director Murray presented the plan to the Council and the public.

Jeff Cook, 708 Jefferson Avenue, SE, shared his perspectives on the proposal, representing both the Men's Club and the Friends of CVT.

Mayor Elrod closed the public hearing at 06:41 PM.

9. **Action Items**

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- a. R-240220-56- Resolution adopting the Art, Culture, & Wayfinding Master Plan
Motion by Driscoll, seconded by McKenzie, to Approve R-240220-56. Roll Call: Ayes: None. Nays: None. Absent: Pfeffer. Motion carried 4-0.
 - b. R-240220-57- Resolution adopting the Grain District Downtown Redevelopment Plan
Motion by McKenzie, seconded by Driscoll, to Approve R-240220-57. Roll Call: Ayes: None. Nays: None. Absent: Pfeffer. Motion carried 4-0.
 - c. R-240220-58- Resolution considering approval of site plan for Bondurant-Farrar Community School District High School Addition at 1000 Grant Street, North
Motion by Driscoll, seconded by McKenzie, to Approve R-240220-58. Roll Call: Ayes: None. Nays: None. Absent: Pfeffer. Motion carried 4-0.
 - d. R-240220-59- Resolution considering approval of site plan for Kasey Leigh Dance Co at 92 Paine Circle, SE
Motion by McKenzie, seconded by Sillanpaa, to Approve R-240220-59. Roll Call: Ayes: None. Nays: None. Absent: Pfeffer. Motion carried 4-0.
 - e. R-240220-60- Discussion and possible consideration of Resolution adopting Employee Handbook Revisions
Motion by McKenzie, seconded by Driscoll, to Approve R-240220-60. Roll Call: Ayes: Cox, McKenzie, Sillanpaa, Driscoll. Nays: None. Absent: Pfeffer. Motion carried 4-0.
10. Reports / Comments and appropriate action thereon:
- a. Mayor
MPO update.
 - b. Council Members
Sillanpaa - Liaison updates.
McKenzie - Liaison updates.
Driscoll - Liaison updates.
Cox - Liaison updates.

Council Member Cox left at 06:55 PM.
 - c. Administrator
Library Board update, upcoming Chamber Dinner, Bondurant sign update, Depot update, and budget update.
 - d. Directors
Murray - None.
Horton - Depot update, University of Iowa Student Project update, Bondurant sign update.

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Sanders - Department update.

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 None, seconded by None, to move into Closed Session at 07:08 PM. Roll Call: Ayes: None. Nays: None. Absent: Peffer. Motion carried 4-0.

Mayor Elrod closed the Closed Session at 07:57 PM.

12. Adjournment
Motion by Driscoll, seconded by Sillanpaa, to adjourn at 07:58 PM. Vote on Motion 3-0. Motion carried.

Shelby Hagan, City Clerk

ATTEST:

Doug Elrod, Mayor

I, the undersigned 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 February 20, 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