1. Roll Call

Present: Mayor Curt Sullivan, Council Member Wes Enos, Council Member Jen Keeler, Council Member Bob Peffer

Absent: Council Member Brian Lohse, Council Member Doug Elrod

City Officials
Present: City Administrator Marketa Oliver, City Clerk Shelby Hagan, City Attorney David Brick, Finance Director Lori Dunham

2. Call to Order and Declaring a Quorum

Mayor Sullivan called the meeting to order at 6:01 p.m. and declared a quorum.

3. Pledge of Allegiance

4. Oath of Office

Mayor Curt Sullivan, Council Member Bob Peffer, and Council Member Wes Enos took the Oath of Office.

5. Abstentions declared – None.

6. Perfecting and Approval of the Agenda

Motion made by Peffer, seconded by Enos, to approve the agenda. Vote on Motion 3-0. Motion declared carried unanimously.

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.

a. Approval of the City Council Meeting Minutes of November 20, 2017
b. Claims Report
c. Bad Debt & Delinquent Listing
d. Tax Abatement Applications
e. **RESOLUTION NO. 17-133**  – Resolution approving the reappointments to the Des Moines Metropolitan WRA for CY 2018
f. **RESOLUTION NO. 17-134**  – Resolution approving the appointments to Des Moines Area MPO and Des Moines Area MPO’s Transportation Technical Committee
g. **RESOLUTION NO. 17-135** - Resolution approving the appointments to MWA Board for CY 2018
h. **RESOLUTION NO. 17-136** – Resolution approving appointments to the Polk County E911 Service Board
i. **RESOLUTION NO. 17-137** – Resolution approving a representative and alternative representative to the Polk County Emergency Management Commission
j. **RESOLUTION NO. 17-138** – Resolution approving the appointments for City Legal and Engineering Services
k. **RESOLUTION NO. 17-139** – Resolution approving the Official Newspapers of Record for 2018
l. **RESOLUTION NO. 17-140** - Resolution approving the Official Depositories for 2018
m. **RESOLUTION NO. 17-141** – Resolution approving the City’s Investment Policy for 2018
n. **RESOLUTION NO. 17-142** – Resolution approving the reappointment of City Council Member Bob Peffer to Eastern Polk Innovation Collaborative (EPIC)
o. **RESOLUTION NO. 17-143** – Resolution approving City Council Meeting Dates for CY 2018
p. **RESOLUTION NO. 17-144** – Resolution approving the Section 125 Plan for Benefit of the City of Bondurant Participating Employees for Calendar Year 2018
q. **RESOLUTION NO. 17-145** – Resolution approving the Cafeteria Plan and Authorizing the Mayor and City Clerk to execute a Contract and Agreement with Discovery Benefits
r. **RESOLUTION NO. 17-146** – Resolution approving the cash transfer from the Wolf Creek Sewer Extension Development Construction Fund to the Hwy 65 Sewer Extension Development Construction Fund
s. **RESOLUTION NO. 17-147** – Resolution levying assessment for cost of the construction of curb valve repair for property located at 508 Brick Street, Southeast, Bondurant, Polk County, Iowa
t. **RESOLUTION NO. 17-148** – Resolution approving the Federal-Aid Agreement for funding for a Transportation Alternatives Program (TAP) Project through Iowa’s Living Roadways (ILR) Program
u. **RESOLUTION NO. 17-149** – Resolution approving the Big Green Umbrella Media Agreement
v. **RESOLUTION NO. 17-150** – Resolution approving the Veenstra & Kimm, Inc. Agreement for the Oleson Drive/Hwy 65 Box Culvert Project
w. **RESOLUTION NO. 17-151** – Resolution ordering construction of certain public improvements, approving preliminary plans, and fixing a date of hearing thereon and taking of bids therefor

Council Member Keeler amended RESOLUTION NO. 17-144 correcting the time frame of the coverage period, RESOLUTION NO. 17-147 correcting the address for the special assessment, and RESOLUTION NO. 17-148 correcting the amount of funds requested.

Motion by Keeler, seconded by Peffer, to approve the Consent Agenda as amended. Roll Call: Ayes: Peffer, Enos, Keeler. Nays: None. Absent: Lohse, Elrod. Motion Carried 3-0.

8. Polk County Sheriff’s Report

Motion by Keeler, seconded by Peffer, to table until the Deputy arrives. Vote on Motion 3-0. Motion declared carried unanimously.
9. Guests requesting to address the City Council

None.

10. **RESOLUTION NO. 17-152** – Resolution providing notice to the Polk County, Iowa Commission of Elections Regarding Submission of the question of imposition of the Local Option Sales and Services Tax to registered voters of the City of Bondurant, Polk County, Iowa

Local Option Sales Tax (LOST) is being discussed throughout the metro area. Dallas County recently approved LOSST (November 2017) and the tax will go into effect on July 1, 2018. The City Council can choose to ask the issue be on the ballot and address how the revenues would be used. The following language was approved:

The revenues from the local options sales and service tax are to be allocated in the City of Bondurant as follows:

- **60% of said local options sales and service tax to be used for property tax relief.**
- **40% of such revenues for street improvements, other public infrastructure improvements, and capital needs.**

Motion by Enos, seconded by Peffer, to approve RESOLUTION NO. 17-152 without the language “and for other public uses the City deems appropriate” provided by City Attorney Brick. Roll Call: Ayes: Peffer, Enos, Keeler. Nays: None. Absent: Lohse, Elrod. Motion Carried 3-0.

11. **RESOLUTION NO. 17-153** – Resolution approving Employee Health Insurance for 2018


12. **ORDINANCE NO. 17-219** – (Third Reading) Ordinance amending the Code of Ordinances of the City of Bondurant, Iowa, 2002, by amending Chapters 60 and 69 to allow for an Event Vehicle Parking Area

Motion by Peffer, seconded by Enos, to approve the third and final reading of ORDINANCE NO. 17-219. Roll Call: Ayes: Peffer, Enos, Keeler. Nays: None. Absent: Lohse, Elrod. Motion Carried 3-0.

13. **ORDINANCE NO. 17-221** – (First Reading) Ordinance amending the Code of Ordinances of the City of Bondurant, Iowa, 2002, by amending Chapters 69, Parking Regulations

Motion by Keeler, seconded by Enos, to approve the first reading of ORDINANCE NO. 17-221. Roll Call: Ayes: Peffer, Enos, Keeler. Nays: None. Absent: Lohse, Elrod. Motion Carried 3-0.

14. Discussion Item –
   a. Water Disconnect/Reconnect Policy/Fee - The City currently has no written disconnect policy and would like to create one as well as update its practices to reflect staff resources and industry practices. The policy was developed in consultation with water staff members and the utility
billing coordinator. The City currently calls out Public Works employees after hours for water reconnections (the cost of which is approximately $100) and has experienced numerous times when payments made after hours were with checks that were returned for insufficient funds or where the customer indicates a drop box payment has been made, only to find out the payment had not been made. Additionally, in addition to having a consistent payment date (the 15th of each month) customers have an additional business week or more to pay delinquent bills, prior to any disconnection of service.

City Council agreed to move forward, and will take action on this policy on December 18, 2017 with the effective date potentially starting February 1, 2018.

15. Reports / Comments and appropriate action thereon:
   a. Mayor – Merry & Bright and Santa Social event.
   b. Administrator – None.
   c. Council Members
      Keeler – Happy Birthday Marketa.
      Enos – Happy Birthday Marketa, Post Office update.
      Peffer – Happy Birthday Marketa.
   d. City Attorney – None.

   Motion by Peffer, seconded by Enos, to close the regular meeting and move into Closed Session at 6:45 p.m. Roll Call: Ayes: Peffer, Enos, Keeler. Nays: None. Absent: Lohse, Elrod. Motion Carried 3-0.

16. **CLOSED SESSION** – Pursuant to Iowa Code 21.5.1(j) to discuss property acquisition

   Mayor Sullivan closed the Closed Session and moved back into the regular City Council meeting at 7:10 p.m.

17. Adjournment

   Moved by Peffer, seconded by Enos, to adjourn the meeting at 7:10 p.m. Vote on Motion 3-0. Motion declared carried unanimously.

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Shelby Hagan, City Clerk

ATTEST:

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Curt Sullivan, 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, 2017, 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 subjects 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.

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Curt Sullivan, Mayor