1. **Roll Call**

   **Present:** Council Member Brian Lohse, Council Member Jen Keeler, Council Member Wes Enos, Council Member Doug Elrod, Council Member Bob Peffer

   **Absent:** Mayor Curt Sullivan

   **City Officials Present:** City Administrator Marketa Oliver, City Clerk Shelby Hagan, Public Works Director John Horton, Fire Chief Aaron Kreuder, City Engineer Bob Veenstra

2. **Call to Order and Declaring a Quorum**

   Mayor Pro Tem Lohse called the meeting to order at 6:02 p.m. and declared a quorum.

3. **Perfecting and Approval of the Agenda**

   Motion made by Enos, seconded by Elrod, to approve the agenda. Vote on Motion 5-0. Motion declared carried unanimously.

4. **PRESENTATION – Vista Development**

   Eric Cannon, Snyder & Associates, presented the concept plan for the Quail Run, LLC annexation. Council discussed various options to the plan with the engineer and developer.

5. **Discussion Items –**

   a. **Snow Policy** - Public Works Director John Horton presented a policy to Council. The purpose of the policy is to establish and maintain uniform definitions and procedures concerning snow and ice control operations for the City of Bondurant. The plan attempts to maintain an adequate driving surface for properly equipped vehicles and drivers prepared for winter driving conditions, and to provide pedestrians with safe routes of travel.

   b. **Rental Inspection Program** - Chief Aaron Kreuder presented a rental inspection program to the Council. He suggests hiring an employee to serve as an Assistant Fire Chief and administer the program as part of their job duties, including conducting inspections. The purpose of the program is to enhance the safety of rental properties in Bondurant. Potentially, this position could be a salaried exempt position for the fire department. This would help the staffing need for the department, and it would not incur any additional expense for the City in vehicles; nor would the City need to locate an office for a work station for the individual. Iowa Code indicates that a program must be in place when the City hits a certain population level and while we are not at that level currently, it still makes sense to be proactive about the safety for our residents. Kreuder stressed that the point of the program is to inspect and make sure structures are safe – not to be heavy handed about it. If violations were found, a property owner would have the opportunity to fix the issue and would not be fined, which is the same approach we use with commercial inspections.

   c. **Staffing Discussion (Structure, ranges, etc.)** - Chief Aaron Kreuder updated Council on Rebecca's role for Bondurant Emergency Services. City Administrator Oliver presented Council with a salary survey comparing wages to other Des Moines metro communities, as well as
similarly sized communities across the state. A plan was discussed to move forward in the future. City Administrator Oliver will develop a matrix to present to Council on how they will move to the proposed salary ranges.

d. Building Permit and Economic Development - City Administrator Oliver presented an update of building permits and the growth of the City.

e. Complete Count Committee - City Administrator Oliver updated the Council on the upcoming Census in 2020. The City will be looking for members of the community to serve on the committee.

6. Reports / Comments and appropriate action thereon:
   a. Mayor Pro Tem – None.
   b. Administrator – None.
   c. Council Members
      Peffer – Inquired about Shirley Lloyd’s house, tree sale update.
      Elrod – None.
      Keeler – Mayor’s Cup at Copper Creek on June 27th, Catch DSM meeting update.
      Enos – None.

7. Adjournment

   Moved by Peffer, seconded by Enos, to adjourn the meeting at 8:35 p.m. Vote on Motion 5-0. Motion declared carried unanimously.

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Shelby Hagan, City Clerk

ATTEST:

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Brian Lohse, Mayor Pro Tem

I, the understated Mayor Pro Tem 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 April 30, 2018, 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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Brian Lohse, Mayor Pro Tem