

Meeting No. 13-11 (2)

CITY OF BONDURANT
PARKS AND RECREATION BOARD
MINUTES

November 21, 2013

A Regular meeting of the City of Bondurant Parks and Recreation Board was held at City Hall, 200 2nd Street, Northeast, Polk County, Iowa on November 21, 2013, at 6:00 p.m.

Present: Board Chair Jeff Cook
Board Vice Chair John Hodges
Board Member Lori Vermie
Board Member Joe Van Horn
Board Member Amie Johnson
Board Member Eric Johnson
Recreation Coordinator Shelby Hagan
Administrative Assistant Misty Richardson-Kugler
City Administrator Mark Arentsen
Council Member Amy Bogaards
Mayor Keith Ryan

Absent: Board Member Nicole Bruce

Notice of the meeting was posted at the Bondurant City Center, Casey's General Stores, Legacy Bank and the Bondurant Post Office on November 18, 2013. All proceedings hereafter shown were taken while the convened meeting was open to the public.

Board Chair Cook called the Board meeting to order at 6:05 p.m. Roll call was taken and a quorum was present. Motion made by Board Member Hodges, seconded by Board Member Vermie to make 5a. as a line item not a sub line and approve the agenda as amended. Roll call: Ayes 6. Nays: 0 Motion carried.

Motion made by Board Member Van Horn, seconded by Board Member A. Johnson, to approve the Parks and Recreation Board Minutes from November 7, 2013. Roll call: Ayes: 6. Nays: 0. Motion carried.

Board Chair Cook went over the park kit and was thinking about adding a grill and bike rack to the list. Board agreed adding a bike rack but not a grill to neighborhood parks. Board Member Hodges suggested staying consistent with design. City Administrator Arentsen talked to Gary Hemmen about being a construction manager for the City Park and Lake Petocka project. Mark traveled with Ken Grove, Street superintendent to Wisteria Heights and Lincoln Estates and noticed sites are ok as graded, playgrounds will need tiling for a drainage system. MidAmerican is adding electricity around Renaud Ridge, so this park won't be ready for a while. Three playgrounds are ready, we should send out proposals with dimensions, locations and what kind of equipment we would like. Vendor should be paid to install equipment. Board Chair Cook spoke to Kyle Hammes at the school regarding building shelters for the city with the students, he would like more detail on cost. Mayor Ryan suggested talking to Tom Armstrong, Mayor of Grimes. He specializes in park equipment.

Resident Andrea Stanfel, 200 Lincoln St SE, has a special request. She lives at the park and states there are children at the park and in her yard at all hours of the night. Polk County has been called and knows about the situation. Mayor Ryan stated that we will call Polk County again. Andrea would like to see signs put up that states "Park Closed" and add curfew times. Is it possible to add a back to the new shelter and build the shelter at the other end of the park? Andrea would like to know if alley is staying and if more lights could be added around playground.

Board discussed Parks and Recreation ordinance. Board Member E. Johnson inquired about the crossed out items. Board Member Hodges would like to change some verbiage. Board will be sending their changes and recommendations to Board Member Van Horn to update.

Mayor Ryan updated the Board on a conversation within Council to have the BRSC Board become a committee. This will make many changes including BRSC bylaws and put more on the Parks and Rec. Board to manage. BRSC will no longer be able to spend money without Parks Board approval.

Recreation Coordinator Hagan informed the Board of some upcoming events including Santa Social, Bricks 4 Kidz and Merry & Bright contest. Board Member A. Johnson suggested making the entry form for Merry & Bright less complicated, too many things on form to follow for entry.

Mayor Ryan suggested adding an around town section to the Bounce. He also thanked all Board Members for volunteering their time.

The developer intends to use the undeveloped portion of the Wolf Creek property as crop land. The developer is the sole owner of the property and homeowners association. Residents are attempting to assume responsibility for property designated for the homeowners association. Residents would like the green space next to the clubhouse be given to the City and used as a park. Clubhouse and pond is currently on the same lot. City Administrator Arentsen stated that the outer perimeter of the Wolf Creek property is planned for a trail. There is plenty of space at the area designated for tennis courts next to the mailboxes. Overall space Sean thinks is about 5 acres. Board member Hodges asked if the Association was giving a new piece of land in lieu of the horseshoe concept around the plat perimeter. Did this go through the Planning & Zoning Commission? Board Chair Cook asked about the City's options. City Administrator Arentsen suggested splitting up the ground next to the clubhouse and installing play equipment on the area deeded to the City for a park. It could cost several thousand dollars to split and record the property. Mayor Ryan would like to know the operating cost of Wolf Creek. Board member Eric Johnson said that all the land that forms a horseshoe would be needed to form a trail. He would rather see the City take the front piece of property for easier maintenance.

City Administrator Arentsen would like to have the Recreation Coordinator position become part time as of January 1. He would like to see the ordinance and job description done by the end of the year. Board Chair Cook questioned the City Administrator Arentsen's reasoning for considering the Recreation Coordinator position as part time. He also inquired about the balance of the expense with the new employee. He questioned what percentage is Parks and Rec and what percent is other. Board Member A. Johnson suggested it would be a complete step back; BRSC is only a few months out of the year so 8 months could be spent on Parks and Rec. We should work on getting bylaws, job description and ordinance up to date so all can work together. Board Member Hodges feels the same way; it would also be difficult to retain good people. With our town only growing we need to be looking forward. Board Member Hodges motions and Board Member Van Horn seconds to change job description to 40 hours. Mayor Ryan suggests BRSC become a committee and come to Parks and Rec. Board for approval. Keeping Recreation Coordinator at 40 hours will keep everything and everyone happy. Board Chair Cook questioned how to get everything accounted for in two weeks. City Administrator Arentsen will

email the Board the job description and ordinance so the Board can email back and forth. Board Member Van Horn will be taking any changes to the ordinance and re-write them.

The following items were discussed as part of the Recreation Coordinator's comments:

- No comment

The following items were discussed as part of the Board Chair's comments:

- Questioned some comments made in an email.

The following items were discussed as part of the Board Member's comments:

- A. Johnson- no comment
- E. Johnson- no comment
- Vermie- rainout is gone off the website. Two cameras from Casey's, looking into more information.
- Van Horn- no comment
- Hodges- no comment

The following items were discussed as part of the City Administrator's comments:

- No comment

Board Chair Cook adjourned the meeting at 7:50 p.m.

The next meeting will be held on Thursday, December 5, 2013, at 6:00 p.m.

Misty Richardson-Kugler
Administrative Assistant

ATTEST:

Jeff Cook
Board Chair