

Meeting No. 14-4

**CITY OF BONDURANT
PARKS AND RECREATION BOARD
MINUTES**

April 17, 2014

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 April 17, 2014, at 6:00 p.m.

Present: Board Chair Jeff Cook
Board Member Eric Johnson
Board Member Joe Van Horn
Board Member Mariam Collison
Recreation Coordinator Shelby Hagan
Administrative Assistant Misty Richardson-Kugler
City Administrator Mark Arentsen

Absent: Board Member Lori Vermie
Board Member Amie Johnson

Notice of the meeting was posted at the Bondurant City Center, Casey's General Stores, Legacy Bank and the Bondurant Post Office on April 11, 2014. All proceedings hereafter shown were taken while the convened meeting was open to the public.

Board Chair Cook called the meeting to order at 6:00 p.m.

Motion made by Board Member Van Horn, seconded by Board Member Collison, to approve the agenda as presented, Roll call: Ayes 4. Nays: 0 Motion carried.

Motion made by Board Member Van Horn, seconded by Board Member Collison, to approve the Parks and Recreation Board Minutes from March 6, 2014. Motion made by Board Member Collison, seconded by Board Member E. Johnson to approve the Parks and Recreation Board Minutes from March 20, 2014. Roll call: Ayes: 4. Nays: 0. Motion carried.

Guest present David Goel, Boys Scouts of America Troop 10. David would like to do a sign project for Eagle Park for his Eagle project through Boy Scouts. He would like the sign to be red wood stain with white lettering and landscaped with bushes and mulch. He has picked this park because he thinks it looks abandoned. Board Chair Cook would like to know if the Board comes up with a different design for the other parks if David would comply. David would like to finish this project this summer. Administrative Assistant Richardson-Kugler recommended following sign ordinance and calling in locates.

Guest present: Emily Schmidt, American Lung Association. Presented a plan for tobacco free parks and trails initiative. Signs are free to the city through the Department of Public Health. Emily passed out a facts sheet from the American Lung Association to the Parks and Rec. Board. Good places for the signs would be in parks on shelters and restrooms. American Lung Association will pay for advertisement in our Bondurant Living magazine. Board Member E. Johnson would like to know what we are trying to control. Board Member Collison would like to promote a healthy initiative, and stated

tobacco should not be used in the stands. Board Member Van Horn would like the parks to be consistent, if we do one park we need to do them all.

Guest present: Karen Hudson, 8894 94th Ave. NE. Bondurant Development Inc. Arts & Recreation Committee Charter 501(c) 3. (BDIARCC) BDI Arts and Recreation Charter can look for funding resources that the City cannot accept. BDIARCC will sponsor fundraising activities to support projects. City Administrator Arentsen inquired about a list of intended projects that the Committee would be starting with. Committee Chair Hudson suggested making a list from the Park, Trail and Greenway Master Plan and to start out with something simple like landscaping and art sculptures at entrances to the City.

BRSC Update- No one present

Budget Review- Recreation Coordinator Hagan stated there was an amendment to help fund Tot T-ball.

Residents from Wolf Creek and the Homeowners Association (HOA) brought their interests about installing a park and burying a drainage way. They would like to have the playground installed next to the parking lot. City Administrator Arentsen suggested burying the drainage way in a pipe. The City engineer did not support this concept. Another suggestion was to build a foot bridge over the water way with some bushes to distract people from entering the water way. Residents like the idea of hedges or a fence. Cost will be generated once City Administrator Arentsen talks to Ken Grove, Street Superintendent about measurements and distance. Jim Bossenbroek has taken over for Mark Hammersma. Since the City is taking over the land, HOA will find funding for the landscaping contractor and the landscaping. City will maintain hedges once installed and the HOA will maintain the drainage way and adjacent banks. City Administrator Arentsen asked Chris from Boland Recreation to come up with a layout for Wolf Creek Park.

City Administrator Arentsen passed out a property clearing/shelter construction timeline for 200 Lincoln St SE. It may be in the City's best interest to subsidize moving the house instead of demolishing it. Board would like for occupants to leave before beginning any work. Money is available to do the lighting at the park this year. City Administrator Arentsen will talk to Ron Feigel about lighting and send information onto the Board.

Board Member E. Johnson arrived at 6:50 p.m. A quorum was now present.

Board Chair Cook would like to update the Master Plan priority list by removing lines F and J, parking at Lake Petocka and Regional Trailhead update. He would like to add Lincoln Estates Park and Renaud Ridge Park.

Samples of neighborhood park signs were included in the packet. Simple signs should be made to make it easy for scouts or other clubs to replicate. Board Chair Cook suggested etched signs with white lettering and possibly a logo. Board Member E. Johnson suggested taking the word Bondurant off the signs and replacing it with the Bondurant logo. Board liked the sign with the script writing.

City Administrator Arentsen suggested looking at the parks at 7:15 because of daylight. Board was gone from 7:15 pm to 8:15.

Resolution No. PRB 14-02- A resolution approving the Tobacco free signs in all City Parks failed for lack of motion.

Resolution No. PRB 14-03- A resolution approving the Parks and Recreation Ordinance was tabled for

the next meeting in May. Board Chair Cook stated that a member of Council had a comment regarding the Park Board should report to the Rec. Coordinator; this could change the Parks and Recreation Ordinance. City Administrator Arentsen is waiting for comments from the Council on the Recreation Coordinator's job description before getting approval from Council. Board Chair Cook inquired about a comment regarding the Board only meeting once a month, is this a problem with Council? City Administrator Arentsen would like to get the Council's comments in writing before proceeding. Board Chair Cook commented on 24.03, it says Park Department staff should receive direction from the City Administrator as well as the Park Board; he would like to add "as approved by the City Administrator". You should try not to have two bosses for people, and that is how this reads.

Resolution No. PRB 14-04- A resolution approving the drain tile installation in Renaud Ridge, Lincoln Estates and Wisteria Heights. City Administrator Arentsen stated that he does not have enough information, since we are changing the configuration of the layouts so the quotes that we have are not for what we are doing. Quotes should come back less since we are shrinking the size of the site. Board Member Van Horn inquired about any additional expense for Wolf Creek tiling. This expense is standard in all our park equipment but Wisteria Heights is the one that is above and beyond that. \$15,000 is allocated for mulch and tiling per park. City Administrator Arentsen feels more comfortable having a resolution.

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

- Discussed upcoming events, Easter and Keep Bondurant Beautiful, asked Board for their help at either event.
- One load of sand was taken to the volleyball court and net will be going up soon.

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

- No Comment

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

- Board Member Van Horn questioned rules regarding minors and documenting their address on Minutes. He also asked where the Board stood with online registration.

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

- He will be available to help with Keep Bondurant Beautiful

Board Chair Cook adjourned the meeting at 8:40 p.m.

The next meeting will be held on Thursday, May 15, 2014, at 6:00 p.m.

Misty Richardson-Kugler
Administrative Assistant

ATTEST:

Jeff Cook
Board Chair