

Meeting No. 13-11 (1)

CITY OF BONDURANT
PARKS AND RECREATION BOARD
MINUTES

November 7, 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 7, 2013, at 6:00 p.m.

Present: Board Chair Jeff Cook
 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

Absent: Board Vice Chair John Hodges
 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 October 31, 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 Vermie, seconded by Board Member E. Johnson, to approve the agenda as presented. Roll call: Ayes 5. Nays: 0 Motion carried.

Motion made by Board Member A. Johnson, seconded by Board Member Van Horn, to approve the Parks and Recreation Board Minutes from October 17, 2013. Roll call: Ayes: 5. Nays: 0. Motion carried.

City Administrator Arentsen started the parks capital project discussion. Splash Park is not being pursued. He suggested waiting on Wisteria Heights because more development work needs to be done around the park land and he doesn't want it at the wrong elevation. Wolf Creek developer and Home Owners Association are not in agreement on the future of the park land. Efnor Estates is not to the point in their development for grading. Seeding is done at Lincoln Estates so something could be done. Paine Heights Park is not going to happen, Disc Golf was only for discussion and \$40,000 is not enough for the City Park shelter. More construction is being done at Renaud Ridge, they will need to finish construction and get it graded. He suggested hiring a General Contractor for the City Park shelter. If price is over

\$130,000 we need a public bid which would also be public information. \$60,000 to \$130,000 we can take quotes. Board Member E. Johnson inquired about hiring an architect when typically they get 10%. City Administrator Arentsen stated we use an architect because of code issues, and consistent information gets to all people involved.

Thad long, SVPA was on speaker phone. Board Member E. Johnson had questions regarding splitting up the budgetary construction cost for City Park to keep it under 130,000. Can we hire our own plumber, how much would it be to piece out compared to hiring a general contractor? What is the City's intent with parks, with City Park and Petocka being our focus, is that our objective to have everything like the Depot? E. Johnson suggested bouncing off our situation to our City Attorney to split up the package like the Board has been discussing. City Administrator Arentsen said someone has to assemble the packages. Something could be missed. For instance, bathroom partitions; do you put them in with the contractor or the plumber. Board Member E. Johnson stated, if you hire a guy to be the General Contractor to run the job for 2 months and pay him \$10,000 you are still \$40,000 under. Mr. Long asked if Council needs to look at multiple bids, it would be up to them on what they would approve. Construction Managers' fee would be 5-8% and they would make the bid contracts. Some people think a Construction Manager would save money, Thad is not so sure. Board Chair Cook stated the reason for these meetings is to put things together for Council, would it be wise to spend time putting together pros and cons. City Administrator Arentsen will ask a resident that he knows to see about serving as Construction Manager. Board Chair Cook asked if the list that was given by Mark is what the City Council would like to see, what do we need to do to satisfy Council? City Council has approved the City Park shelter plan? Board Member A. Johnson inquired about the City still doing some of the items if we go for bid. City Administrator Arentsen stated the Board should get the park item kit nailed down and decide to go through the bid process or use a Construction Manager for the City Park shelter. He will talk to Brian Curnes regarding Wisteria Heights Park.

City Administrator Arentsen pointed out that only one neighborhood park is ready to seriously consider, get park kit item nailed down and pricing. Board Chair Cook passed out a priority list for review. 1. Park site dedication requirements, working with Planning and Zoning on this. 2. First-right of refusal, Council didn't want to buy property listed. Mark will talk to other neighbors at 200 3rd St. SE. Define park kit standards. 4. Research grant opportunities. 5. City Park. 6. Lake Petocka- all work needs to be done within a year; grant was awarded in September or October. \$24,000 still needs paid out, according to the prices in the Snyder book. Board Chair Cook; is \$51,000 to do restrooms? City Administrator Arentsen stated we requested \$75,000 we got half of that. Board Chair Cook would like to add a drinking fountain and bike rack to Lake Petocka. 7. Wisteria Heights- Board Member A. Johnson is there any way we can push the builder to get Wisteria Heights done? Can we make the builder liable if grading wasn't right, since that is a concern for City Administrator Arentsen? City Administrator Arentsen stated the Board can certainly try to do that, the developer is a responsible person and probably won't do that. 8. Board Chair Cook asked if Lincoln Estates is the one we want to target since it is ready. Board Member E. Johnson would like to know if there is a purchase agreement for the land (36 acres) for the Recreation Center. City Administrator Arentsen stated there is a verbal agreement and he will talk to the property owners again. BRSC Board and Mark will be meeting with Don Marnier from Snyder and Associates to get a development

proposal for BRSC. Board Chair Cook stated that hopefully it is kept in mind that it is a sports complex not just ball fields.

Gateway- Board Member E. Johnson asked if we were keeping the shelter or getting rid of the shelter and building a new one. Board Chair Cook stated that no shelter will be there just flag poles and landscaping.

Board Chair Cook asked if we should put verbiage in the park land dedication that it should be described separately and deeded over to the City for liability purposes and to protect the City. City Administrator Arentsen stated when they file a plat it shows on the plat but we should still put some verbiage in for liability purposes.

Park kit defined- RFP Board Chair Cook was clarifying the amount of parks to do an RFP on. A. Johnson stated Recreation Coordinator Hagan was gathering information for the RFP's, whatever happened to that. Board Chair Cook stated Rec Coordinator drafted the RFP. Administrative Assistant Kugler stated it was up to the Board for individual or general for all parks. Board Chair Cook would like to have neighborhood come and ask questions and see what they want in their parks. E. Johnson questioned have neighborhood meeting during regular meeting or separate meeting. A. Johnson suggested a list of ideas and let neighbors choose, she would also like to know if we are going to match what we have at the Depot. Board Chair Cook stated park kit items such as picnic tables, drinking fountains, trash receptacles and benches will be the same, play equipment will be different.

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

- Will update priority list.
- Next Park and Rec meeting will be November 21, should we carve out time at each meeting to go over parks capital projects?
- Email- regarding lighting at BRSC, do we need to talk about it anymore?
- Email-my two cents- will hold questions for a later meeting.
- Will work on ordinance

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

- E. Johnson- anything for BRSC is not a Park and Rec issue?
- BRSC needs to come to Parks and Rec Board for approval because most of them are not resident.
- Board Member Vermie- option to purchase or be giving through Casey's for security cameras
- Board Member Van Horn- no comment
- Board Member A. Johnson- no comment

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

- Asked Chair if he could go to the 1st Council meeting in December with a revised priority list.
- BRSC Board is supposed to report to Park & Rec. and Council for approval, does our ordinance state that?
- Thanks the Board for having two meetings a month.

Board Chair Cook adjourned the meeting at 7:55 p.m.

The next meeting will be held on Thursday, November 21, 2013, at 6:00 p.m.

Misty Richardson-Kugler
Administrative Assistant

ATTEST:

Jeff Cook
Board Chair