

*\*Due to the COVID-19 concerns and social distancing recommendations, a virtual meeting is being offered. Participants wishing to speak on a topic should message the meeting moderator. All participants are asked to mute their individual computers at times when they are not speaking to minimize background noise. Join: <https://us02web.zoom.us/j/>*

**NOTICE OF A REGULAR MEETING  
BONDURANT PARKS AND RECREATION BOARD  
JANUARY 16, 2025**

**NOTICE IS HEREBY GIVEN** that a Regular Meeting of the City Council will be held at 6:00 PM on January 16, 2025, in the Bondurant City Center, 200 Second Street, Northeast, Bondurant, Polk County, Iowa. Said meeting is open, and the public is encouraged to attend.

**AGENDA**

1. Roll Call
2. Call to Order and Declaring a Quorum
3. Abstentions declared
4. Approval of Minutes
  - a. September Minutes for approval
  - b. November Minutes for approval
5. Perfecting and Approval of the Agenda
6. Guests requesting to address the Parks Board
7. Action Items
  - a. -Collision Playground
8. Discussion Items -
  - a. -The Depot signage
9. Reports and Comments:
  - a. Cribbage Tournament Event Report
  - b. Communications and Events Coordinator update
  - c. City Administrator Update
  - d. Board Comments
10. Adjournment

Bondurant Parks and Recreation Board  
Minutes  
September 19, 2024

1. Roll Call

Present: Dennis Lyman, Marian Collison, Tessa Simpson, Nic Robinson, Emily Karwoski, Seth Williams, Aaron Rasmussen

Absent:

City Officials Present: Katie Klus; Communication & Events Coordinator

2. Call to Order and Declaring a Quorum

3. Abstentions declared

4. Approval of Minutes

Minutes to be corrected and tabled to next meeting.

- a. - Approve June 2024 minutes
- b. - Approve August 2024 minutes

5. Perfecting and Approval of the Agenda

Motion by Karwoski, seconded by Collison.

6. Guests requesting to address the Parks Board

Jeff Cooke

7. Action Items

8. Discussion Items -

- a. -Discuss Parking Options at Eagle Park  
-Everyone was in agreement that the stacked design provided by Shive-Hattery is the preferred option.  
-The disc golf course was discussed again with the board. Katie Klus is going to come back to the Board next month with an updated layout of the court and clarification of what the surface of the fairways will be like. There were hesitations brought up that the course would be too small.
- b. -Discuss basketball court options for Wolf Creek/Wisteria Parks  
-The board recommends having one full-sized court at Wolf Creek Park. They want to see an updated cost estimate factoring in fencing and the

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use of already existing hoops (from City Park).

-The size of the court is still in discussions to determine if a high school regulation court would provide some cost savings due to the initial high project cost estimate from Shive-Hattery.

9. Reports and Comments:

10. Adjournment

Motion by Williams, seconded by Robinson

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Katie Klus  
Communications and Events Specialist

ATTEST:

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Dennis Lyman  
Board Chair

Bondurant Parks and Recreation Board  
Minutes  
November 21, 2024

1. Roll Call

Present: Rasmussen, Simpson, Collison, Williams,  
Karwoski, Lyman  
\*\*Robinson joined late.

Absent:

City Officials Present: City Administrator Marketa Oliver,  
Communications & Events Coordinator Katie  
Klus

2. Call to Order and Declaring a Quorum

3. Abstentions declared

4. Approval of Minutes

5. Perfecting and Approval of the Agenda

6. Guests requesting to address the Parks Board

a. Jeff Cook - Friends of the CVT

Jeff shared a copy of the new, updated brochure. He presented a summary of the Friends of CVT. Gave update on Mingo trail crossing project (completed in 2024). The Friends of CVT would like to see information panels at 88th Street Trail head (Polk CCB), Mingo, Baxter, Valeria, Bondurant Trail head. Jeff is proposing a hub at The Depot (Bondurant Trail head) and at Lake Petocka (by the restroom facility). Friends of CVT would go out and fundraise for these signs (Prairie Meadows, etc). If they don't fund it completely with grants, they may come back to the City of Bondurant for additional funding. They don't have any updated costs. The only costs are from 2006. Jeff recommends the Hub going at the Depot (Bondurant Regional Trail Head). Jeff doesn't want Bondurant signage to look any different than any of the other signs. Marketa and Bob brought up the conflict with the Art, Culture, and **Wayfinding** Master Plan. Marketa will investigate further. The Board recommends waiting until we get further information regarding our Wayfinding Plan.

7. Action Items

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- a. Disc Golf Course  
Lee and Katie presented a summary of the next steps of this project. Questions were asked regarding the wetness of Eagle Park, if it was viable as a disc golf course placement, and if the park was too small. Lee spoke directly concerning the size - if discs went into the rough, would visitors not like going to find discs - he assured the Board that these types of obstacles add interest to a course. Katie is going to schedule a time with the board and Lee to have a site visit in the Spring. Lee will also provide multiple course designs for the Board to pick from before staking.
8. Discussion Items -
  - a. Member Terms  
All members indicated they were interested in staying on for another 3 year term. Karwoski, Robinson and Williams have terms expiring in December.
  - b. City Park update  
We may have a Ribbon Cutting at Merry & Bright. Phase 2 pre-bid meeting was today. Next month Phase 2 it will go to City Council. During Phase 2 the playground and basketball court will remain open. We anticipate that Phase 3 would not include an amphitheater. The amphitheater would be relocated to the Grain District.
  - c. Update on Fire Station Renovation  
Marketa gave a summary of the documents - outdoor layout and the three options for an indoor floor plan. The Board gave their feedback for the staff to take back to the planning process.
9. Reports and Comments:
  - a. Movies in the Park Report  
Edit: The Men's Club donated \$500
  - b. Bondu Spooktacular Event Report
  - c. Communications and Special Events Coordinator Report  
Merry & Bright Celebration is on Dec. 8th, 2024. We are still looking for interested organizations to be a part of the lighted parade. Schedule to be announced soon.  
Cribbage Tournament set for Jan. 12th, and the Chowder Ride will be on Feb. 22nd. There is a non-profit grant writing workshop being hosted by the city on Jan. 15th from 6-8pm.
  - d. City Administrator Report  
\$200,000 - USTEP Grant received  
\$250,000 - Land and Water Conservation Grant received for CVT East

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project

\$100,000 - REAP Grant CVT West Realignment Grant received  
Met with school district to discuss 28E agreement regarding Truman  
Pkwy project. Pickleball and Tennis Courts should be in next year.  
School needs to be open Fall 2027.  
Water Tower is behind schedule.

10. Adjournment

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Nicole Van Houten  
Communications and Events Specialist

ATTEST:

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Dennis Lyman  
Board Chair



**BUSINESS OF THE PARKS & RECREATION BOARD  
BONDURANT, IOWA  
AGENDA STATEMENT**

Item No. 8.a.  
For Meeting of 1/16/2025  
**Discussion Item**

**TITLE:** -The Depot signage

**CONTACT PERSON:**

**BRIEF HISTORY & ANALYSIS:**

**FUNDING SOURCE:**

**STAFF RECOMMENDATION:**

**APPROVED FOR SUBMITTAL:**

**ATTACHMENTS:** None



# Park & Rec Event Report

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**Name of Event:** Cribbage Tournament

**Date:** 1/12/25

**Time:** 12.30-5pm

**Demographic:** Adults

**Attendance:** 42

**Labor:** 1 Staff, 2 Volunteers (Capital City Cribbage Club, Reclaimed Rails)

**Equipment & Supplies:** 21 Tournament Cribbage Boards, 24 decks of cards, pens, scorecards, AV Equipment, blank W9s, trophies,

**Expenses:** \$38.97 (Extra decks of cards, trophies)

**Organizations Involved:**

Reclaimed Rails

Capital City Cribbage Club

**Advertisement:** Social Accounts, website, Bondurant Living magazine

**Lessons Learned:**

- Host more tournaments! The tournament sold out, and the waiting list had over 10 people on it.
- Need to figure something different out for registration – the system used in previous years was pretty clunky. I tried to simplify registration, but it caused other problems. This may be eliminated when the new P&R software is onboard.
- Look into getting tournament boards made with Bondurant branding. Could be helpful if we host larger tournaments. Volunteer project?