

**Due to the COVID-19 concerns and social distancing recommendations, a virtual meeting was offered.*

Bondurant Parks and Recreation Board
Minutes
January 20, 2022

1. Roll Call

Present: Miller, Collison, Robinson, Karwoski, Simpson

Absent: Lyman, Williams

City Officials Present: City Administrator Marketa Oliver, Planning and Community Development Director Maggie Murray, Communications and Events Specialist Nicole Van Houten, Associate Planner Emily Rizvic, City Council Member Bob Pepper

2. Call to Order and Declaring a Quorum

Vice-Chair Collison called the meeting to order at 05:59 p.m. and declared a quorum.

3. Abstentions declared

None.

4. Approval of Minutes

a. Park & Rec 21-6

Motion by Miller seconded by Karwoski to approve December 2, 2021, Park and Recreation Minutes. Vote on Motion 5-0. Motion carried.

5. Perfecting and Approval of the Agenda

Motion by Miller seconded by Karwoski to Approve the January 20, 2022 Agenda. Vote on Motion 5-0. Motion carried.

6. Guests requesting to address the Parks Board

a. Bondurant Men's Club Representative Jeff Cook to discuss partnering on some park projects.

Present: Jeff Cook

Representing: Bondurant Men's Club

Discuss Item: Each year the Bondurant Men's Club hosts Summerfest. This year will be the 48th year. Summerfest proceeds allow the Bondurant Men's Club to serve our community throughout the year with donations to the community library, youth sports, community projects, and youth, school, and community

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programs. A few examples include Easter Egg Hunt, Breakfast with Santa, Christmas Lights for the City's tree, Courtyard Estates Christmas event, Library's Summer Reading Program, Efnor Estates Shelter, Soccer Club's East Complex building, Lake Petocka shelter, and more.

The Bondurant Men's Club would like to partner with the City Park and Recreation Board and City Council to consider adding amenities to city parks as a part of their 2022 goals. This would also include partnering with other volunteer groups to add amenities to the parks. The neighborhood parks could benefit from having a unique element at each park like a gaga pit, shuffleboard, bag boards, ice rink, etc. which would be a nice draw to get neighbors out to socialize and meet one another. The Park and Recreation Board is in favor of the proposals. They ask that the Bondurant Men's Club put together ideas to bring them back to the board.

The Bondurant Men's Club presented a 9-Hole Disc Golf Course concept at Eagle Park. Provided an example of a basket that could be included in the design/construction of the 9-Hole Golf Course that could be funded by the Bondurant Men's Club. The *MVP Disc Sports Black Hole Gravity* would cost approximately \$400, projecting an overall expense of \$3,600 on baskets only. The remainder of the construction will be coordinated with the local boy scouts troop.

The Park and Recreation Board and City staff provided some feedback:

1. Simpson would like to see how much space will be needed to accommodate a 9-Hole Disc Golf Course, specifically considering the distance between each hole. Benches for seating and trash receptacles will have to be included in the overall design.
2. Robinson would like to see a basket that includes a soundproof coating to eliminate any nuisance to adjacent properties.
3. The consultant company that is working on the overall design of Eagle Park will include a 9-Hole Disc Golf Course in their design, which will provide a better cost

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estimate that can be shared with the Bondurant Men's Club.

The Bondurant Men's Club referenced survey responses, collected by City staff, from residents at Wolf Creek Park, Wisteria Heights Park, and Efnor Estates and Bondurant Parks inventory. The Men's Club will work with the Bondurant Boy Scouts Troop to consider adding other amenities to neighborhood parks.

The Bondurant Men's Club is also supporting Joshua Rose's Eagle Scout project and helping him move forward on constructing the Gaga Pit at Wisteria Heights Park.

- b. Regan McDougalle to discuss the Girl Scout Gold Award and share her project proposal.

Present: Regan McDougalle

Representing: Girl Scouts of America, Gold Award Project

Discussion Item: A [Girl Scout Gold Award](#) requires a Girl Scout to use their values and knowledge to identify a community issue they care about. They must research everything about the issue, invite others to support and take action with them, create a project plan that achieves a sustainable and measurable impact, sum up their project plan for the Girl Scout council, take the lead to carry out the plan and share what they have experienced with others along the way.

Find more details here:

<https://www.girlscouts.org/en/members/for-girl-scouts/badges-journeys-awards/highest-awards/gold-award.html> and

https://www.girlscouts.org/content/dam/girlscouts-gsusa/forms-and-documents/at_home/Girl_Scout_Gold_Award_Guidelines.pdf

The project that Regan is considering for her Gold Award is to place mile markers along the trails leading away from the Bondurant-Farrar High School for the Cross Country Track teams. Regan's proposal included 35 signs scaling approximately 5x7 for bikers, runners, and walkers to gage their distance by a quarter-mile up to 5 miles. They would start at two popular destinations: The Bondurant Regional Trailhead and the Bondurant-Farrar High School. The signs will be dual-sided for travelers coming from either direction

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and will be made of a weatherproof metal material.

The Park and Recreation Board and City staff provided some feedback:

1. Oliver pointed out that the sign is titled, " Bluejay Trail," and these will be placed along the Chichaqua Valley Trail, so the title should be adjusted to not confuse trail users. Oliver suggested "Bluejay Miles" as an alternative.
2. This sign should incorporate the CVT/City branding.
3. Is the school district's bluejay logo use approved by the school district?
4. A portion of the Chichaqua Valley Trail is maintained by City staff, but the portion outside of that is maintained and operated by Polk County. Regan will have to seek approval from them as well and City staff can provide contact information to begin that process.
5. Miller would like to see a full cost estimate that includes the sign, sign stake, boring, and concrete for setting the signs.
6. Robinson would like to see what type of material is used to ensure they are sustainable. A 5x7 sign may be too small for bicyclists or cause an unsafe distraction to highspeed riders, so consider a larger sign. In addition, when quotes are brought back for consideration, try including two or more competitive quotes - more specifically, high-quality signs vs lower cost, lower quality sign quotes. Bring back samples for the board to view.
7. Karwoski is curious about the advantages and value of considering 1/2 mile markers compared to 1/4 markers.

Recap before consideration for approval:

1. Adjust sign language,
2. Design a larger sign,
3. Bring back samples,
4. Update the sign design,
5. Collect quotes from more sign vendors.
6. Seek approval from Polk County.

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7. Action Items

a. Central Park Master Planning

Present: J Blue and Tom Rogers from the SmithGroup,
Greg Roth from V&K

Representing: Central Park Master Plan Consulting Group

Discussion Item: Central Park Master Plan Process:

- December 7, 2021, was the *Understand Phase* to review existing conditions of the site, analysis, collect feedback, and set goals and objectives. This was the first public input meeting.
- Date TBD will be the *Explore Phase* to review the site program and concept alternatives. This will be the second public input meeting.
- Date TBD will be the *Realize Phase* releasing the Master Plan including the park, stormwater management, and budget. This is the final public input meeting.

The Smithgroup presented the information collected during the first public input meeting. The in-person meeting included approximately 16-18 people. The online survey collected 246 responses.

The Park and Recreation Board and City staff provided some feedback:

1. Miller wanted to know how much space we need for water retention. This project is due to a stormwater need and this scope of space should be designed around this need. Would depth increase or surface area increase?
2. Robinson is concerned if depth increases, then the body of water would be less usable space for recreational purposes.

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3. Roth indicated that he will bring preliminary hydrology of the development and the needed detention during the next meeting. The detention will start guiding how big of a surface area will be needed and how much fluctuation there will be in the project space.
4. Karwoski would like the committee to continue condensing the design.

The next planning session will include the Steering Committee using scaled park amenities that will fit within the space. Engineering will be complete, which will allow a better concept of space for amenities. The next Public Input Meeting is scheduled for February.

- Review and discuss the feedback from Public Input Meeting 1;
- Review and discuss the programmatic use for the planned park building;
- Compare site scale with desired uses from feedback received during Public Input Meeting 1;
- Discuss the plan for Public Input Meeting 2.

b. Dog Park Update

The City of Bondurant recently requested \$20,000 in grant funds through the Rural Innovation Grant Program. The Rural Innovation Grant Program seeks to support creative, non-traditional ideas that focus on current issues and challenges faced by rural communities associated with the themes of community investment, growth, and connection. This grant program is the result of the Governor's Empower Rural Iowa Initiative's 2018 Recommendations.

The City of Bondurant applied for grant funds through this program to implement the dog park project. The City is engaging with the school district to work with students to create amenities (obstacles, ramps, jumps, agility training course, etc.) for the dog park. The grant pays for dog park amenities and landscaping.

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The City's grant application was submitted on December 1st, 2021. This is a 1: 1/2 match program, meaning that the City must have \$10,000 in matching funds if requesting the full \$20,000.

The City of Bondurant was selected to receive grant funds.

The funded grant project must take place between January 1, 2022, and June 30, 2023. The City currently has a net of \$9,777.53 in dog park donations received over the past few years. The Council previously approved adding general fund dollars to this to request the full \$20,000 grant.

8. Discussion Items

a. Event Reports

December 4, 2021, hosted the Merry & Bright Parade downtown and the Santa Social at the library. A great year with significant enhancements to the Bondurant Christmas activities. The parade was hosted an hour earlier. The route was extended to include Main to the American Legion on 2nd Street. The parade spectators grew to over 500 (most we have had yet). The Santa Social at the newly renovated and enhanced library was much better than in years past. The Santa Social attracted 250 visitors. Next year Bondurant Parks and Recreation wants to offer refreshments during the Santa Social. The Tree Lighting Ceremony was virtual this year with a charming parody wishing the community a happy holiday. **January 9, 2022**, hosted the Bondurant Cribbage Tournament at Reclaimed Rails Brewing Company. This year we have maxed out the space available at Reclaimed Rails Brewing Company. There were 45 registered players, but due to unforeseen reasons, ten players canceled. There were 35 players this year (the most we have had). I received feedback from a few participants that they appreciated that this was hosted and that they were having fun. A subvert was sent to all participants and only received positive feedback. **January 7, 2022**, hosted the first Winter Yoga class at the library. Everything went well, and the course was excellent. A survey will be sent to all participants at the end of the 5-week program.

b. 2022 Park Passport

A new program added this year is the Park Passport. It will encourage Bondurant families to visit all the playgrounds in Bondurant, which will allow them to get more familiar with where the parks in Bondurant and where they are located. The library has agreed to partner with the Bondurant Parks and Recreation department by passing out and encouraging participation in the Park Passports at the library, collecting completed passports, and passing out prizes to all participants.

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Prizes will be water bottles for the first few participants. The number of awarded prizes depends on the quotes received by water bottle vendors. In addition, all participants will be put into a raffle drawing for a highly valued item. Sponsors will be considered for the larger prize.

c. Ice Rink

Community members have asked about adding an ice rink to Bondurant as a winter recreation option. An outdoor ice rink improves a community's quality of life. It would offer a gathering spot for neighbors to meet one another, encouraging people to get outdoors to learn the art of ice skating and a place to make memories. An Ice Rink Park can be a safe, entertaining, and recreational haven for people of all ages. It could be an area for young athletes to play hockey.

The City Staff suggests Bluejay Landing Park as a location for this amenity until the park is fully developed. The park is 5.59 acres and relatively flat.

The Ice Rink will be portable and can be used at alternative locations in the future.

The City Staff secured quotes:

- Polyglide Ice for a 46 x 92 rink for \$9,000
- Nice Rink for 44 x 88 feet for \$5,375, plus freight.

The City of Johnston recently built a synthetic ice rink by Kwik Rink, which was \$110,000. The size of their Rink is 164 feet by 52 feet. Site preparation, railings, and seating are an additional cost. To put the size in perspective: a small rink is 24 x 44 feet, a medium is 32 x 64 feet, and a large is 44 x 88 feet.

It is also possible to rent a rink. However, the cost of renting exceeds the cost of purchasing a rink but includes skates and a sound system.

Iowa Wild has the Bondurant Parks and Recreation Department on the list of future communities participating in the Community Rink Program. This program includes the donation of the rinks, a liner, and a sign with the rules and regulations.

Qualifications for the Community Rink Program sponsored by the Iowa Wild and Wells Fargo:

1. The City maintains and monitors the Rink weekly to ensure it is safe for skating.

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2. The liner typically must be replaced annually, which costs approximately \$200-\$300 a year. The vendor initially bought the liner from Iron Sleek.
3. The City must have a level ground for the placement of the Rink.
4. Most communities, but not all, offer seating for the skaters and railing to ensure rink users can safely approach the Rink and/or put on their skates.
5. A Wells Fargo branch must be within the community's proximity, if not within the community.
6. Communities will have to be willing to share marketing efforts, including Iowa Wild and Wells Fargo.
7. Cities insurance will need to cover the liability of the ice rink.
8. Cities will take full ownership of the Rink after donation.

Communities are selected during the spring.

Motion by Miller seconded by Karwoski to table this discussion until late summer 2022 to better position Bondurant as a leading community to be considered for the Community Rink Program. Vote on Motion 5-0.
Motion carried.

9. Reports and Comments:

a. Administrator

Present: City Administrator Marketa Oliver

Representing: City staff.

Report:

- 246 single-family homes/duplex permits were issued in 2021, making it a record year for Bondurant.
- There has been media attention due to the growth that Bondurant is experiencing.
- There was a lot of commercial growth, which will allow the tax levy rate to continue to be lowered.
- New legislation discusses Local Option Sales and Services Tax (LOSST) about the state taking over this tax and redistributing it. At the very least, this

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would reduce the City's revenue stream by 3/8ths.

- In the final phase of the certified site project.
- Go to bid on the underpass project in February, bids will be due in April, and construction begins in the spring.
- The Bondurant Skatepark was added to the Central Park Master Plan.

b. Board Members

Present: Miller, Karwoski, Robinson, Simpson, Collison

Representing: Park and Recreation Board

Reports: Miller: None
Karwoski: None
Simpson: None
Collison: None
Robinson: can you consider adding to the programming a Pitch Tournament and Pickle Ball League or Tournament?

10. Adjournment

Motion by Miller seconded by Karwoski to adjourn at 8:08 p.m. Vote on Motion 5-0. Motion carried.

Nicole Van Houten
Communications and Events Specialist

ATTEST:

Dennis Lyman
Board Chair