

**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/83508147652?pwd=VUgyRW1meGluZ1dFS01qd1h2dzhkZz09>

**NOTICE OF A REGULAR MEETING
BONDURANT PARKS AND RECREATION BOARD
JUNE 16, 2022**

NOTICE IS HEREBY GIVEN that a Regular Meeting of the City Council will be held at 6:00 PM on June 16, 2022, 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. Park & Rec 22-5
5. Perfecting and Approval of the Agenda
6. Guests requesting to address the Parks Board
 - a. Colt McDermott from RDG Planning and Design will be presenting updates regarding the City Park Schematic Design process.
 - b. Robert Stein and Aaron Gwinnup from EOR will present the Eagle Park Master Plan update and timeline.
7. Action Items
8. Discussion Items -
9. Reports and Comments:
 - a. Administrator
 - b. Board Members
 - c. Staff
10. Adjournment

Bondurant Parks and Recreation
Board Minutes
May 19, 2022

1. Roll Call
 - Present: Miller, Collison, Robinson, Karwoski,
Lyman, Williams
 - Absent: Simpson
 - City
Officials
Present: City Administrator Marketa Oliver,
Communications and Events Specialist
Nicole Van Houten
2. Call to Order and Declaring a Quorum
Chair Lyman called the meeting to order at 5:59 p.m. and declared a quorum.
3. Abstentions declared
None.
4. Approval of Minutes
 - a. Park & Rec 22-4
Motion to amend the minutes by Collison to update the spelling of Williams, listing Robinson as in attendance, and updating a verb to best fit the context of a conversation had about the dog park site plan. After the updates, a motion by Williams was seconded by Robinson to approve April 21, 2022 minutes. Vote on Motion 6-0. Motion carried.
5. Perfecting and Approval of the Agenda
Motion by Karwoski seconded by Robinson to approve the May 19, 2022 agenda. Vote on Motion 6-0. Motion carried.
6. Guests requesting to address the Parks Board
None.
7. Action Items
 - a. Dog Park Rules and Regulations
 - Present: Nicole Van Houten, Communications and
Events Specialist
 - Representing: City staff.

Discussion: The Parks and Recreation Board reviewed Dog Park rules and regulations from eight metro communities and one dog park from out of state. Staff research unveiled 29 rational rules and regulations that require group discussions. Chapter 47 of the Bondurant City Code outlines Park Regulations that will need to align with the dog park operations. From there they formulated the Bondurant Dog Park Rules and Regulations.

The rules and regulations will be placed on a sign that all park users will have to agree to before entering the park. There will not be a registration process or park fee to use the Bondurant Dog Park.

A motion by Karwoski was seconded by Robinson to recommend to City Council approval of the Bondurant Dog Park Rules and Regulations. Vote on Motion 6-0. Motion carried.

8. Discussion Items -

a. Adopt a Park Program

Present: Nicole Van Houten, Communications and Events Specialist

Representing City staff.

Discussion: The Adopt-A-Park program was initiated by Molly Rupert, the prior Recreation Coordinator. Details regarding the program cannot be located except for details in the three attachments presented to the Parks and Recreation Board. The Parks and Recreation Board already approved this program. However, current staff did not have enough information to start and requested the Board review the Adopt a Park/Trail Guidelines, Adopt A Park/Trail Application, and Adopt A Park/Trail Cleanup Results Form for updates.

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There was a request to have signs made recognizing the group or team that has adopted the park area and staff asked the Board what the signs should look like. Staff would like to initiate the program by reaching out to local groups and organizations, then begin promoting it. The groups would be rewarded at the end of their two- year adoption period. Staff requested discussion on what the reward should be.

Miller questioned the need for signs and would rather the parks not be overloaded with signs that require maintenance and/or seasonal updates.

Robinson questioned the need for a reward. The civil duties of keeping our community clean along with recognizing the group on the City's website and on social media should be rewarding enough.

Collison agreed that instead of signs recognizing the groups, organizations, or individuals on the City's website and on social media.

Motion by Karwoski seconded by Miller to amend the Adopt the Park Program and begin promoting to the public. Vote on Motion 6-0. Motion carried.

9. Reports and Comments:

a. Administrator

Oliver suggests that a Skate Park Committee be established. This committee could include the local skate enthusiasts and possibly some Bondurant Community Foundation members.

b. Board Members

Karwoski reported that volunteering for the Live Healthy Iowa 5K was a great experience. She had a few suggestions for the event next year, including considering changing the start line to line down Main Street, which is a much better starting location than curving along Railroad St. She also suggested asking the impacted businesses if they will allow this short closure while the race kicks off.

Miller said that it would be nice to have a timer for all participants to view. A lot of the participants ask for their race time when they hit the finish line, but it is difficult while you are keeping track and focused on bib numbers and documenting race times. This will allow the race participants to see their finish times on their own. Also, a table with a shaded structure at the finish line would be helpful for the volunteer's tracking times.

Karwoski asked if it was possible to include a start/finish banner, arch, or signs for a better view for the participants. Oliver responded that this could possibly be included in the budget for next year. Robinson reported that in addition to traffic control, there should be street barricades at Main Street and 2nd, Main Street and startline, and Grain Street NE.

Miller said that next year we should ask the Bondurant Emergency Services to place a barricade to block their driveway in order to block people from using their parking lot.

Robinson inquired where we accessed prior meeting minutes. Van Houten responded that they are found on the city's website and guided the board on how to travel to the website to locate the meeting minutes

Robinson asked if the City contributed to the Bondurant Men's Club fireworks. He asks because he recollects this was voted on in a past Parks and Recreation Board meeting to stop contributing due to budget restraints. Oliver responded that the City does contribute to the fireworks. The budget restraint the Parks and Recreation Board was experiencing is not an issue today and the fireworks donation is not taken from the Parks and Recreation budget any longer.

Robinson asked why the Eagle Park planning had not been presented to the Parks and Recreation Board and why the planning is being coordinated with city staff. He would like to request more mature trees be planted in this park. Many trees were removed and this park has been vacant for so long and it is a good idea to readdress the plan. He expressed concern about a disc golf course and did not want the park to be planned around a disc golf course. It is a beautiful habitat.

Oliver responded that the majority of the planning done by city staff is not the planning experience that the Parks and Recreation Board has experienced with City Park and Central Park. The planning included in the original master plan, which was done in 2013. The public input and committee review was done prior to the publication of the 2013 Parks Master Plan. Additionally, there was public input and planning conducted during the development of the Master Water Trails Plan in 2017. The city staff and the consulting company, EOR, are in the preliminary stages of developing the engineering based on the Comprehensive Plan and the Water Trails Plan. The Men's Club had offered to fund the disc golf course and the Board had discussed it and though it was a good idea to incorporate it. The disc golf is being adapted around the park plan – the park plan is not being adapted around the disc golf course. EOR will be invited to the next Parks and Recreation Board meeting to share an update and for the Board to discuss further. It was also noted there is some adjacent neighbor encroachment on Eagle Park and information should be sent out about that.

c. Staff

Van Houten asked the board what they thought of acting as liaisons on other boards, clubs, not-for-profit, etc. for progress collaboration efforts. Each board member can try to attend the clubs or organizations' meetings and report back to the board what is being worked on to possibly offer support or resources. A lot of the clubs' and organizations' visions and missions align with the Board's vision and working in partnership can enhance the Bondurant community experience.

Karwoski serves on the Bondurant Community Foundation board and is happy to be the liaison. Karwoski will act as a liaison for the Historical Society also.

Williams serves as the Bondurant representative of the Central Iowa Bicycle-Pedestrian Roundtable but thinks the Board should consider assigning another person to this board. The majority of the attendees are employees of their communities, such as recreation directors or planners.

Oliver responded that the Associate Planner could be assigned to attend. Williams would volunteer to be the Lion's Club and the Skate Park Committee liaison.

Robinson serves as a member of the Tree Board and would volunteer to be the Men's Club liaison.

Miller serves as a member of the school's infrastructure committee and is happy to be the liaison. Miller would volunteer to be the Bondurant Little League liaison also.

Collison is a member of the American Legion Auxiliary and will act as a liaison for the Civic Club and Auxiliary group.

Simpson is a member of the Blue Jay Basketball Club and Wellness Committee at the school and will act as a liaison to those two groups.

Robinson and Lyman would like to volunteer to be the Men's Club liaisons.

Van Houten asked the board what they thought about helping with park inventory. Would they be open to being assigned a park to visit, taking inventory, and assessing the equipment?

- Collison volunteers to review Wisteria Heights Park.

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- Miller will review Mallard Pointe Park and Efnor Estates Park.
- Robinson will review Renaud Ridge Park and Ava's Butterfly Garden.
- Williams will review Lincoln Estates Park and Gateway Park.
- Lyman will review City Park and Eagle Park's public fishing access area.
- Karwoski will review Wolf Creek Playground/Park and Wolf Creek West public fishing access area.
- Simpson will review the Lake Petocka playground and public fishing access area.

10. Adjournment

Motion by Karwoski seconded by Williams to adjourn the meeting at 7:47p.m. Vote on Motion 6-0. Motion carried.

Nicole Van Houten Communications
and Events Specialist

ATTEST:

Dennis Lyman
Board Chair



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

Item No. 6.a.
For Meeting of 6/16/2022
Discussion Item

TITLE: Colt McDermott from RDG Planning and Design will be presenting updates regarding the City Park Schematic Design process.

CONTACT PERSON:

Nicole Van Houten, Communication & Event Specialist

BRIEF HISTORY & ANALYSIS: FY25 includes the first phase of City Park, although it should be noted that this number is fluid depending on the outcome of the schematic design. Additionally, in FY 25, a design for expanded parking on the south side of the park is included. \$250,000 for construction is included in FY26.

Today's update will include the refined considerations for the visual listening exercise held on May 25, 2022. The visual listening exercise included the overall park layout, the style of the water features, and the vision for the playground equipment. With the feedback from this exercise, RDG Planning and Design connected with aligning playground companies to ensure we lock in a strong vision for both the actions desired for the play features and their visual aesthetic of them.

FUNDING SOURCE: TIF Operating Debt, Grant dollars, GO Bond, and LOSST Operating Reserves

STAFF RECOMMENDATION: Openly discuss any concerns, questions, or proposed adjustments to meet the needs of the community.

APPROVED FOR SUBMITTAL:

ATTACHMENTS:

1. VLE - Play & Splash - Meeting 2022 Minutes

SCHEMATIC DESIGN: MODERN CLIMBING STRUCTURES



SCALE CONSIDERATIONS

*DO NOT FILL THE ENTIRE AREA. LEAVE OPEN SPACE.



SERIES OF CLIMBING FEATURES



OPPORTUNITY FOR LEVELS OF CHALLENGE

ADDITIONAL NOTES:

1. ASSURE THERE IS ADEQUATE SPACE AROUND PLAY FEATURES. THERE IS A CONCERN THAT THE LEFT IMAGE FEELS TOO LARGE FOR THE SPACE.
2. CREATE OPPORTUNITIES TO CLIMB.
3. IDEA TO FIND A ZIP-LINE STYLE PLAY ELEMENT TO INCORPORATE.
4. CREATE A SERIES OF OPTIONS FOR PLAY RATHER THAN ONE LARGE STRUCTURE.
5. DEFINE A SAFE ZONE OF SPACE BETWEEN PLAY, WATER PLAY, AND THE SIDEWALK TO THE NORTH.

SCHEMATIC DESIGN: ADDITIONAL PLAY ELEMENTS



MODERN SLIDES



AGE DIVERSE EQUIPMENT



ACCESSIBLE PLAY / SWINGS

ADDITIONAL NOTES:

1. KEEP SIMILAR FEATURES TO WHAT IS CURRENTLY IN THE PARK.
 - SLIDES
 - SWINGS
 - CLIMBING
2. MAINTAIN A MORE MODERN FEEL FOR PLAY ELEMENTS.
3. CREATE AN INCLUSIVE & ACCESSIBLE PLAYGROUND FOR ALL.

SCHEMATIC DESIGN: PLAY SURFACE



STORYTELLING OPPORTUNITY

*UTILIZE IN-PLACE RUBBER SURFACING.



SURFACE HELPING TO CREATE FLOW



ADDED PLAY VIA A “TRAIL” LIKE FEEL

ADDITIONAL NOTES:

1. PREFERENCE TO USE IN-PLACE SURFACING.
2. THOUGHTFULLY INCORPORATE COLORS / LAYOUT TO ADD TO THE PLAY EXPERIENCE.

SCHEMATIC DESIGN: WATER PLAY – STRUCTURES



ELEGANT FEEL WITH LIGHTING INTEGRATION

*USE OF JETS & TUBES FOR PLAY.



BRAND MATCH COLOR PALETTE



ARTISTIC WATER FEATURE MOMENTS

ADDITIONAL NOTES:

1. POTENTIAL TO THEME AROUND THE (3) PRIMARY CITY COLORS AND ASSOCIATED MEANING. TIE BACK TO THE AGRICULTURAL ROOTS OF THE AREA AS AN OPTION.
2. KEEP PRIMARY VISUAL CORRIDORS TO AND FROM THE AMPHITHEATER MORE ELEGANT IN WATER FEATURE STYLE.
3. OPPORTUNITY TO PROGRAM LIGHTING AND JETS TO BE DIFFERENT FOR SPECIFIC EVENTS.
4. CREATE AN ARTISTIC ELEMENT FOR ONE OF THE WATER PLAY AREAS (SOMETHING LIKE THE RIGHT IMAGE BUT WITH CORN?).



1. MAINTAIN “EVENT” STREETScape TO THE NORTH.
2. CONSIDER ADDITIONAL SHADE ELEMENT IN THE SW CORNER NEAR THE FUTURE PARKING.
3. PROTECT AS MANY TREES AS POSSIBLE.
4. MAINTAIN LARGE AREA OF OPEN SPACE.
5. NO PICKLEBALL AS PLANS ARE IN MOTION FOR THIS TO HAPPEN ELSEWHERE.
6. MOVE FOOD TRUCK OPTION TO THE NORTH.
7. SHIFT BASKETBALL NORTH TO KEEP TREES.
8. CONSIDER THE IMPORTANCE OF THE EXISTING STRUCTURE, COST, OR POTENTIAL TO DO A RENOVATION FOR AESTHETIC VALUE TO ALIGN WITH THE NEW PARK VISION.
 - PARK VISION TO LOOK MORE MODERN BUT KEEP THE WARMTH OF THE CURRENT SHELTER.
9. SEE IF WATER PLAY FITS TOWARD THE NORTH OF THE PLAY AREA.



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

Item No. 6.b.
For Meeting of 6/16/2022
Presentation

TITLE: Robert Stein and Aaron Gwinnup from EOR will present the Eagle Park Master Plan update and timeline.

CONTACT PERSON:

Nicole Van Houten, Communication & Event Specialist

BRIEF HISTORY & ANALYSIS: EOR will present draft improvement plans for Eagle Park, including parking improvements, aggregate and turf trails, vegetation improvements including trees, native upland, native wetland plants, and a pollinator garden. A draft disc golf layout and stream access feature will also be included. EOR looks forward to receiving the Board's feedback for further refinement of the plans and preparing for bidding and construction.

FUNDING SOURCE: TIF Operating Debt, Grant dollars, GO Bond, and LOSST Operating Reserves

STAFF RECOMMENDATION: Openly discuss any concerns, questions, or suggest adjustments to refine the Eagle Park design plan.

APPROVED FOR SUBMITTAL:

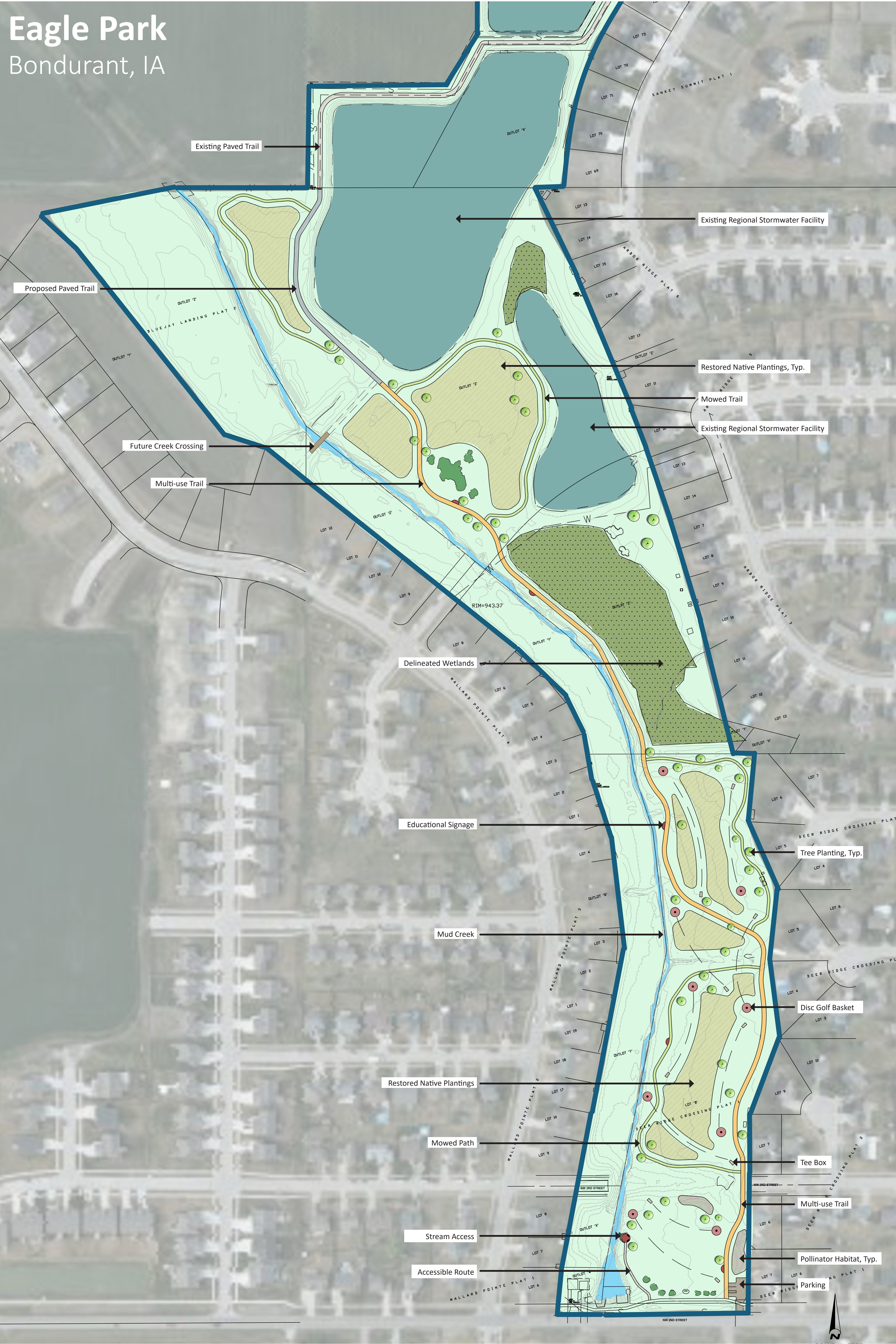
ATTACHMENTS:

1. 2022_0614_EaglePark_Images
2. Master_Plan_Graphic



Eagle Park

Bondurant, IA





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

Item No. 9.c.
For Meeting of 6/16/2022
Reports and Comments

TITLE: Staff

CONTACT PERSON:

Nicole Van Houten, Communication & Event Specialist

BRIEF HISTORY & ANALYSIS: For the entire month of May, the Bike Month Bingo was promoted heavily. Several prizes were collected. However, we ended the month with no participants. The businesses that provided prizes were contacted and the prizes will be used for other events.

The Bondurant Parks Passport kicked off on May 27, on the last day of school for the Bondurant-Farrar school district. Within the first week, there were 11 completed passports turned in, and over 200 passports passed out. Today there have been nearly 400 passports passed out and a total of 72 passports completed. There have been several positive comments about this program. This will go on all summer long and end by August 12 - a formal event report will be issued at that time. There should be 228 water bottles left to hand out.

The Youth Activity Bus was restructured to include new bus stops: Altoona Cinemark Theatre, Adventureland, and the Altoona Aquatics Park. This year, the participating families must sign up their children before they jump on the bus, which serves as a safety net and a better idea of who is riding the activity bus. At this time, 13 kids have signed up to use this service. Is this enough to necessitate the program? This program ends on August 4 and a formal event report will be issued at that time. The bus route has remained the same, but DART is tracking how many ride the bus and where the riders get on. Each Monday, Parks, and Recreation staff evaluate the weather to determine if the bus will stop at the aquatic park. If there is a 50% chance of incremental weather, then the bus will not include the pool. The theater and Adventureland have emergency protocols that keep all visitors safe, but the pool will be closed for an extended period of time and the Youth Activity Bus only offers a pick-up at 4 p.m.

On Saturday, June 4, 2022 the Youth Fishing Derby was hosted at Lake Petocka, starting at 8:30 and wrapping up at 10:00 AM. There were approximately 150 people in

attendance. This was the first year that pre-registration was required, which allows for better tracking of attendance, an opportunity to reach out and communicate with the participants, and to ensure all participants agree to the liability waiver. Even though it is free to participate in, Parks and Recreation must anticipate how many to expect. It was a good year.

On Thursday, June 9, 2022 Creative Geniuses offered a Summer Art Camp for all youth ages. The first class was from 10:00-11:00 AM, including 3-5-year-olds. There were six kids that attended. The second class was from 11:30-1:30 PM. There were 13 kids that attended. The third class was from 2:00-4:00 PM. There were six kids that attended. The kids checked in at the Bondurant City Center (City Hall) and walked to the Bondurant Regional Trailhead and used the open-air shelter to enjoy making art outdoors. It was a great program. This is the fifth year that Creative Geniuses has brought an art class to Bondurant. There hasn't been a lot of interest, but this has been a record-breaking year. Bondurant Parks and Recreation wants to host a multi-day camp, but the cost will be substantially more. Next year we will offer a multi-day art camp.

The Parks and Recreation Department has not been able to attract a Ninja Course in the Park program or Science in the Park. If you have ideas about getting this program started, please share any program ideas.

The upcoming events include (NEW PROGRAM) 6-week Break Dance Class, Touch-A-Truck, Bondu Blues and Brews Festival, and the B-Safe Kids Camp. I'd like to establish committees for the Bondu Blues and Brews Festival and the B-Safe Kids Camp. Both are iconic events that we should seek to enhance. Bondu Blues and Brews Festival and the B-Safe Kids Camp align the Parks and Recreation vision to **improve the quality of life by connecting Bondurant residents to recreational activities, outstanding facilities, superior trails, and promoting healthy lifestyles.**

FUNDING SOURCE: Recreation operating supplies - general fund.

STAFF RECOMMENDATION: Recieve and file.

APPROVED FOR SUBMITTAL:

ATTACHMENTS:

1. Event Report -Youth Fishing Derby
2. Event Report - Summer Art Camp
3. Event Report - Bike Month Bingo



Park & Rec Event Report

Name of Event:

Date:

Time:

Demographic:

Attendance:

Volunteers:

Equipment & Supplies:

Budget:

Fees:

Expenses:

Donations:

Advertisement:

The Bounce

LinkedIn

Facebook

Website

Twitter

Bondurant Living Magazine

Instagram

Lessons Learned:



Park & Rec Event Report

Name of Event:

Date:

Time:

Demographic:

Attendance:

Volunteers:

Equipment & Supplies:

Budget:

Fees:

Revenue:

Expenses:

Donations:

Advertisement:

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Lessons Learned:



Park & Rec Event Report

Name of Event:

Date:

Time:

Demographic:

Attendance:

Volunteers:

Equipment & Supplies:

Budget:

Fees:

Revenue:

Expenses:

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Lessons Learned: