

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

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, Planning & Community Development Director Maggie Murray

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.

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

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 has 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 has already approved this program. However, I do not have enough information to start. Review the Adopt a Park/Trail Guidelines, Adopt A Park/Trail Application, and Adopt A Park/Trail Cleanup Results Form for updates.

I believe there was a request to have signs made recognizing the group or team that has adopted the park area – what should our signs look like?

Initiate the program by reaching out to local groups and organizations, then begin promoting it.

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

1. Boy Scouts
2. Local Churches
3. Cub Scouts
4. Girls Scouts
5. Neighborhoods
6. Families
7. Bondurant Community Foundation
8. Civic Club
9. Mother's Club
0. Men's Club

The groups will be rewarded at the end of their two-year adoption period. What is the reward?

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. I have a few suggestions for the event next year. Consider changing the start line to line down Main Street, which is a much better starting location than curving along Railroad St. Ask 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

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

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 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 hasn't been presented to the Parks and Recreation Board and why the planning is being coordinated with city staff. Can we 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.

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 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. The city staff and the consulting company, EOR, are in the preliminary stages. EOR will be invited to the next Parks and Recreation Board meeting to share an update.

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

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 club's and organizations' visions and missions align 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.

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

Lyman would like to volunteer to be the Men's Club liaison.

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.
- 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.

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

- 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 7:47 p.m. Vote on Motion 6-0. Motion carried.

Nicole Van Houten
Communications and Events Specialist

ATTEST:

Dennis Lyman
Board Chair