

**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/85210814215?pwd=QkwzTkZhZnpJSWlsZjVnK2plcEpnQT09>

**NOTICE OF A REGULAR MEETING
BONDURANT PARKS AND RECREATION BOARD
JUNE 15, 2023**

NOTICE IS HEREBY GIVEN that a Regular Meeting of the City Council will be held at 6:00 PM on June 15, 2023, 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
5. Perfecting and Approval of the Agenda
6. Guests requesting to address the Parks Board
7. Action Items
 - a. Holidays Light Options
 - b. City Park Schematic Design
8. Discussion Items -
 - a. Underpass Update
 - b. BRSC Parking Lot project Update
9. Reports and Comments:
 - a. Communication and Events Coordinator
 - b. City Administrator
 - c. Board Members
10. Adjournment

Bondurant Parks and Recreation Board
Minutes
March 16, 2023

1. Roll Call
 - Present: Miller, Collison, Robinson, Karwoski, Williams, Lyman
 - Absent: Simpson
 - City Officials Present: City Administrator Marketa Oliver, Communications and Events Coordinator Nicole Van Houten
2. Call to Order and Declaring a Quorum
Called to order and Declared a quorum at 6:06 PM
3. Abstentions declared
None.
4. Approval of Minutes
 - a. Parks & Rec 23-1: January 19, 2023 Meeting Minutes
Motion by Miller seconded by Collison to approve January 19, 2023 minutes. Vote on Motion 6-0. Motion carried.
5. Perfecting and Approval of the Agenda
 - a. March 16, 2023 Parks and Recreation Board Meeting Agenda
Motion by Miller seconded by Karwoski to approve the March 23, 2023 agenda. Vote on Motion 6-0. Motion carried.
6. Guests requesting to address the Parks Board
None.
7. Action Items
 - a. Inclusive Swing Quotes for budget next FY
Motion by Miller seconded by Karwoski to purchase two inclusive swings to be installed at City Park and Wolf Creek Park. Vote on Motion 6-0. Motion carried.
 - b. Pawtocka Dog Park Ambassador Program
Motion by Robinson seconded by Karwoski to publish the Pawtocka Dog Park Ambassador Program. Vote on Motion 6-0. Motion carried.
8. Discussion Items -

- a. Pawtocka Dog Park
 - b. Board Vacancy - Received Application from Aaron Rasmussen
The board will invite Aaron Rasmussen to the next board meeting to conduct an interview. All other applicants will be invited to the April 20 meeting also. The vacant position will be extended to any interested community members wishing to apply. The deadline for applications will be Thursday, April 14.
 - c. Rec -N- Roll Trailer
Motion by Karwoski seconded by Robinson to allow Rec -N- Roll rentals in conjunction with Shelter Reservations. Vote on Motion 6-0. Motion carried.
9. Reports and Comments:
- a. City Administrator
Oliver reported that Phase 1 of City Park is budgeted for FY24, so it may be necessary to relocate the inclusive swing to another park. The board would defer to city staff to make those arrangements. Oliver invited the board to the Monday, March 20, budget public hearing. The budget will show that the property tax levy will be lowered by \$0.01. The Parks and Recreation Director and Park Specialist were cut from the budget along with expended law enforcement due to recent legislation changes that impacted local government funding. Oliver has been in contact with local legislators to share the impact on local governments based on their changes. Williams inquired about updates on the Central District Stormwater Improvements. Oliver stated that Phase 1 is active and underway. The Grant Street Realignment planning and design phase will take up to 18 months. In conjunction with planning and design, city staff is seeking funding. To date, the STP Grant and Brick Grant are being accessed as potential funding sources. Plus, land acquisition funding is underway for the Central Park Project. City staff has had conversations with landowners. The City received its first donation for the Skate Park. Robinson inquired about the Underpass update. Oliver stated that it would be completed this spring once the ground thaws. A ribbon-cutting will be scheduled. However, before that date was set, the Bondurant Community Foundation secured funding for a public art display in the tunnel. Miller asked if golf carts were allowed on the trails in Eagle Park. Oliver responded that golf carts are prohibited on trails, so they wouldn't be allowed in Eagle Park. Oliver states that the Eagle Park Project is nearing completion once the final landscaping is installed. Oliver reported that the Pawtocka Dog Park is still under construction, but Nicole and the school have been working together to install doggie obstacles to prepare for the grand opening.
 - b. Communications and Events Coordinator

Van Houten reported that she is still working with the Industrial-Tech instructors on the doggie obstacles. They are patiently waiting for the park suppliers to deliver the equipment, which is delayed due to supply chain issues. The first shipment was received a few weeks ago, so it is a start. The Winter Chowder Ride was very well attended this year, with 120 registered bike riders plus some that neglected to register. The weather was perfect for it. Nearly 60-70% of the riders went to Berwick Congregational Church for refreshments. Reclaimed Rails ran out of chili (they made 3 batches, so it must have been a fan favorite), and Founder's Irish Pub served chowder and chili with plenty to cover all riders.

c. Board Members

Miller - Miller has decided to resign from his board duties, as his children are growing older and participating in more activities, causing him to re-prioritize his time. Miller has served on the Parks and Recreation Board since 2019. He has contributed to many service hours during his time served.

Collison - None.

Robinson - None.

Karwoski - None.

Lyman - None.

Williams - None.

10. Adjournment

Motion by Miller seconded by Robinson to adjourn the meeting at 7:32 PM. Vote on Motion 6-0. Motion carried.

Nicole Van Houten
Communications and Events Coordinator

ATTEST:

Dennis Lyman
Board Chair

Bondurant Parks and Recreation Board
Minutes
April 20, 2023

1. Roll Call

Present: Collison, Robinson, Karwoski, Lyman, Williams

Absent: Simpson

City Officials Present: City Administrator Marketa Oliver, Events and Communications Coordinator Nicole Van Houten

2. Call to Order and Declaring a Quorum

Called to order and Declared a quorum at 6:06 PM

3. Abstentions declared

None.

4. Approval of Minutes

None.

5. Perfecting and Approval of the Agenda

Motion by Collison, seconded by Karwoski, to approve the April 20, 2023 agenda. Vote on Motion 5-0. Motion carried.

6. Guests requesting to address the Parks Board

a. Aaron Rasmussen interested in the vacant Parks and Recreation seat

Present: Aaron Rasmussen

Purpose: Interested in the vacant Parks and Recreation seat.

b. Lukas Thoren interested in the vacant Parks and Recreation seat

Present: Lukas Thoren

Purpose: Interested in the vacant Parks and Recreation seat.

c. Kayla Davidson interested in the vacant Parks and Recreation seat

Present: Kayla Davidson

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

Purpose: Interested in the vacant Parks and Recreation seat.

7. Action Items

- a. The Parks and Recreation Board deliberates and recommends that the City Council to appoint a member for the vacant seat.
Motion by Williams, seconded by Collison to recommend to City Council the appointment of Aaron Rasmussen. Vote on Motion 5-0. Motion carried.
- b. Local Organization requesting a discount or waived fee for Shelter Reservation
A rate policy would need to be adopted to remain all-inclusive, and the rate structure is not being reviewed at this time. This may be addressed at a later date.
Motion by Lyman, seconded by Karwoski to deny the Shelter Reservation discount. Vote on Motion 5-0. Motion carried.

8. Discussion Items -

- a. Park Inventory
Park assignments were set, and the board's deadline for park inspections will be Thursday, June 15, 2023 (the June board meeting).

Park Inventory Assignment		
	Board Member Assigned	
	2022	2023
NEIGHBORHOOD PARK		
Etnor Estates Park	Tessa Simpson	Aaron Rasmussen
Lincoln Estates park	Seth Williams	Nic Robinson
Mallard Points Park	Joe Miller	Emily Karwoski
Meadow Brook Park	To be developed	N/A
Petocka South Playground	Tessa Simpson	Dennis Lyman
Ranaud Ridge Park	Nic Robinson	Seth Williams
Witteria Heights Park	Marian Collison	Emily Karwoski
Wolf Creek Park	Emily Karwoski	Tessa Simpson
COMMUNITY PARK		
Ava's Butterfly Garden	Nic Robinson	Seth Williams
Bondurant Recreational Sports Complex - Baseball/Softball Complex	Tessa Simpson	Aaron Rasmussen
Bondurant Recreational Sports Complex - Soccer Complex		Marian Collison
City Park	Dennis Lyman	To be under construction
Collison Soccer Park		Marian Collison
Eagle Park Public Fishing Ponds	Dennis Lyman	Nic Robinson
Wolf Creek West Public Fishing Pond	Emily Karwoski	Tessa Simpson
REGIONAL PARK		
Bondurant Regional Trailhead	Marian Collison	Nic Robinson
Bondurant Cemetery		Marian Collison
Eagle Park	Under Construction	Under Construction
Gateway Park	Seth Williams	Nic Robinson
Lake Petocka West	Joe Miller	Dennis Lyman
Lake Petocka North	Joe Miller	Dennis Lyman
Lake Petocka East	Joe Miller	Dennis Lyman
Lake Petocka South	Joe Miller	Dennis Lyman
Pawtocka Dog Park	To be developed	Under Construction
Skate Park	To be developed	N/A
UNDEVELOPED		
Bluejay Landing Park	To be developed	N/A
Central Park	To be developed	N/A
Harvest Meadow Park	To be developed	N/A
Park Side Park	To be developed	N/A
Prairie Point View Park	To be developed	N/A
Sankley Summit Park	To be developed	N/A
Top Farms Park	To be developed	N/A

- b. Next Month's Meeting: Taking it to the Streets
Oliver stated that this might be pushed to June/July after RDG provides a true rendering with design plans of a half-court at the Meadow Brook Park space. The City would invite via mailed letter neighboring

households, reserve the Rec -N- Roll trailer, and consider a street closure. Lyman asked if the Bondurant-Farrar School District would allow the public use of their outdoor basketball courts while City Park is under construction. Oliver would ask Rick Powers, but this would be the solution to losing a basketball court during the construction of City Park, so a block party would not be necessary.

9. Reports and Comments:

a. City Administrator

Through Iowa State University's Iowa Sustainability Program, Bondurant may be selected as a community to help aid in a planning project. Updating the Park, Trail, and Greenway Master Plan was submitted. An Arts, Culture, and Wayfinding consultant contract has been approved by City Council, and will begin that master planning process soon. \$250,000 grant was acquired for the Grant Street Realignment project, which is essentially the first phase of Central Park. There is a 2.5 million annual appropriation for the Water Tower, mains, and production. This is an earmark for Bondurant, and we will ask during the DC visit. Karwoski asked what the timeline is for the Water Tower. Oliver responded that we are at bid right now and do not have a construction timeline set.

b. Board Members

Collison - None

Robinson - left the meeting early

Karwoski - resigned as a Bondurant Community Foundation member to commit more time to family.

Lyman - None

Williams - None

The Liason List is a "living" document and will be updated as board

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members would like to take on the responsibilities.

Park Inventory Assignment		
	Board Member Assigned	
	2022	2023
NEIGHBORHOOD PARK		
Ehlor Estates Park	Tessa Simpson	Aaron Rasmussen
Lincoln Estates Park	Seth Williams	Nic Robinson
Mallard Pointe Park	Joe Miller	Emily Karwoski
Meadow Brook Park	To be developed	N/A
Petocka South Playground	Tessa Simpson	Dennis Lyman
Renaud Ridge Park	Nic Robinson	Seth Williams
Wisteria Heights Park	Marian Collison	Emily Karwoski
Wolf Creek Park	Emily Karwoski	Tessa Simpson
COMMUNITY PARK		
Ava's Butterfly Garden	Nic Robinson	Seth Williams
Bondurant Recreational Sports Complex - Baseball/Softball Complex	Tessa Simpson	Aaron Rasmussen
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Bondurant Cemetery		Marian Collison
Eagle Park	Under Construction	Under Construction
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Lake Petocka North	Joe Miller	Dennis Lyman
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Central Park	To be developed	N/A
Harvest Meadow Park	To be developed	N/A
Park Side Park	To be developed	N/A
Prairie Point View Park	To be developed	N/A
Sansley Summit Park	To be developed	N/A
Top Farms Park	To be developed	N/A

c. Special Events and Communications Coordinator

Dennis and Marian will attend A Piece of Bondurant. Lyman asked about city shirts for Board Members, Volunteers, etc. Oliver said we have a few white cotton shirts, but it may be time to purchase more.

10. Adjournment

Motion by Williams, seconded by Collison, to adjourn the meeting at 7:56 PM. Vote on Motion 4-0. Motion carried.

Nicole Van Houten
Communications and Events Coordinator

ATTEST:

Dennis Lyman
Board Chair



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

Item No. 7.a.
For Meeting of 6/15/2023
Discussion Item

TITLE: City Park Schematic Design

CONTACT PERSON:

Nicole Van Houten, Communication & Event Specialist

BRIEF HISTORY & ANALYSIS: The schematic design phase for City Park has been successfully concluded. The subsequent actions entail conducting interviews with various playground vendors to determine the most suitable candidate for the project. We plan to move forward with playground equipment and a splash pad; both areas would be included in Phase 1 of the park project. We will also discuss the timeline for Phase 1 of the City Park project. Mike Bell from RDG will be here.

We also recognize that the park is key to the continued economic development and growth in our downtown area. It serves as a hub for activity, including the weekly Farmers' Market and special events.

Staff request the Board make a recommendation on schematic design to the City Council so it can be officially adopted by the Council as we are hoping to move forward with an accelerated timeline for improvements.

FUNDING SOURCE: Bond/TIF

STAFF RECOMMENDATION: Propose any amendments to the Schematic Design of City Park, then recommend to City Council for approval

APPROVED FOR SUBMITTAL:

ATTACHMENTS:

1. 23_0615_SD Presentation



PLANNING • DESIGN

CITY PARK - SCHEMATIC DESIGN

BONDURANT, IA 06.14.2023



- Park Layout Plan
- Schematic Design Model

MASTER PLAN



FLEXIBLE FOOD TRUCK AREA

w/ POWER PEDESTALS

TENT AREA (FLEXIBLE)

w/ STREET PLANTERS

EXISTING SHELTER

SPLASH PAD

PLAY ELEMENTS

OPEN SPACE

BASKETBALL COURT

w/ SEATING

GREEN BUFFER

AMPHITHEATER

PROPOSED SHELTER

w/ STORAGE AND RESTROOMS



MASTER PLAN



MASTER PLAN



MASTER PLAN

RDG
ARCHITECTS

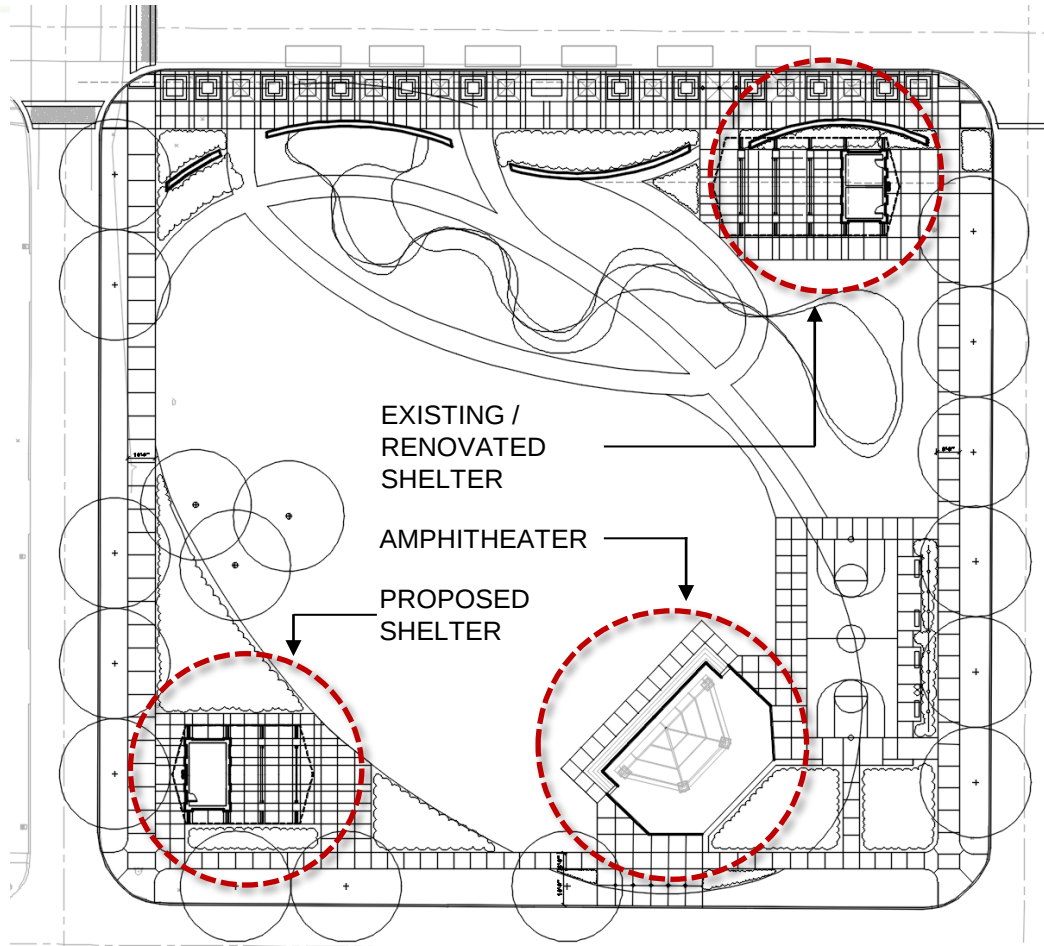


MASTER PLAN



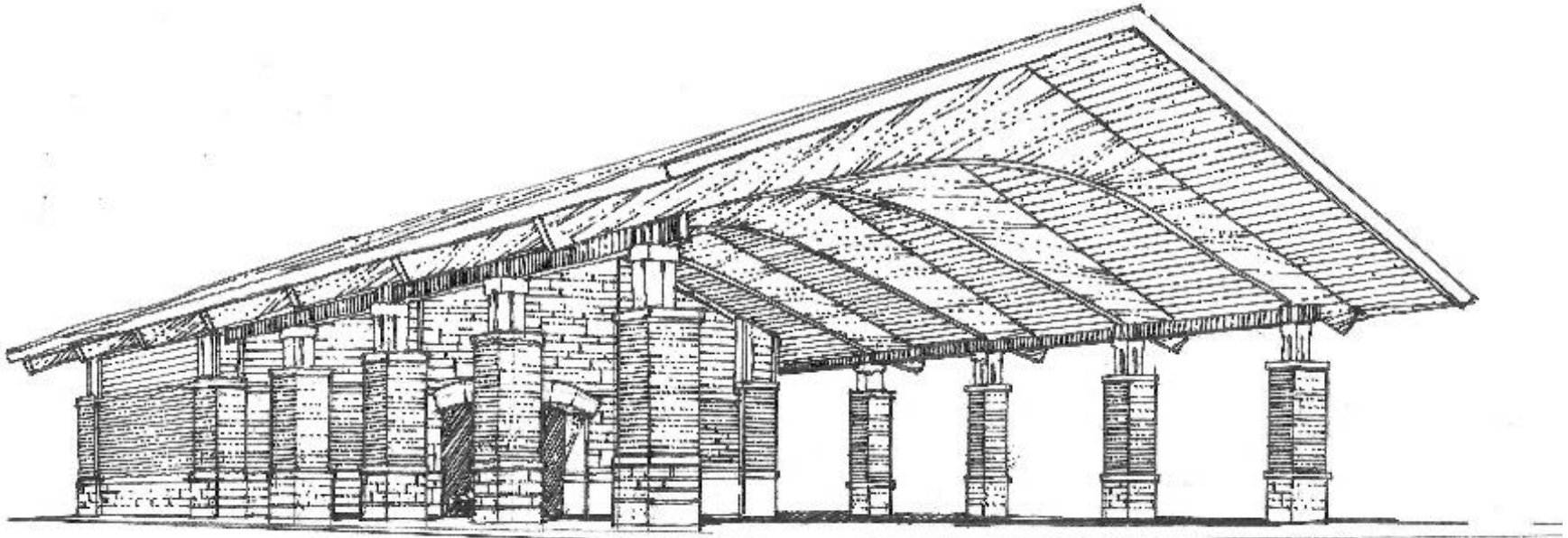
PHASING PLAN



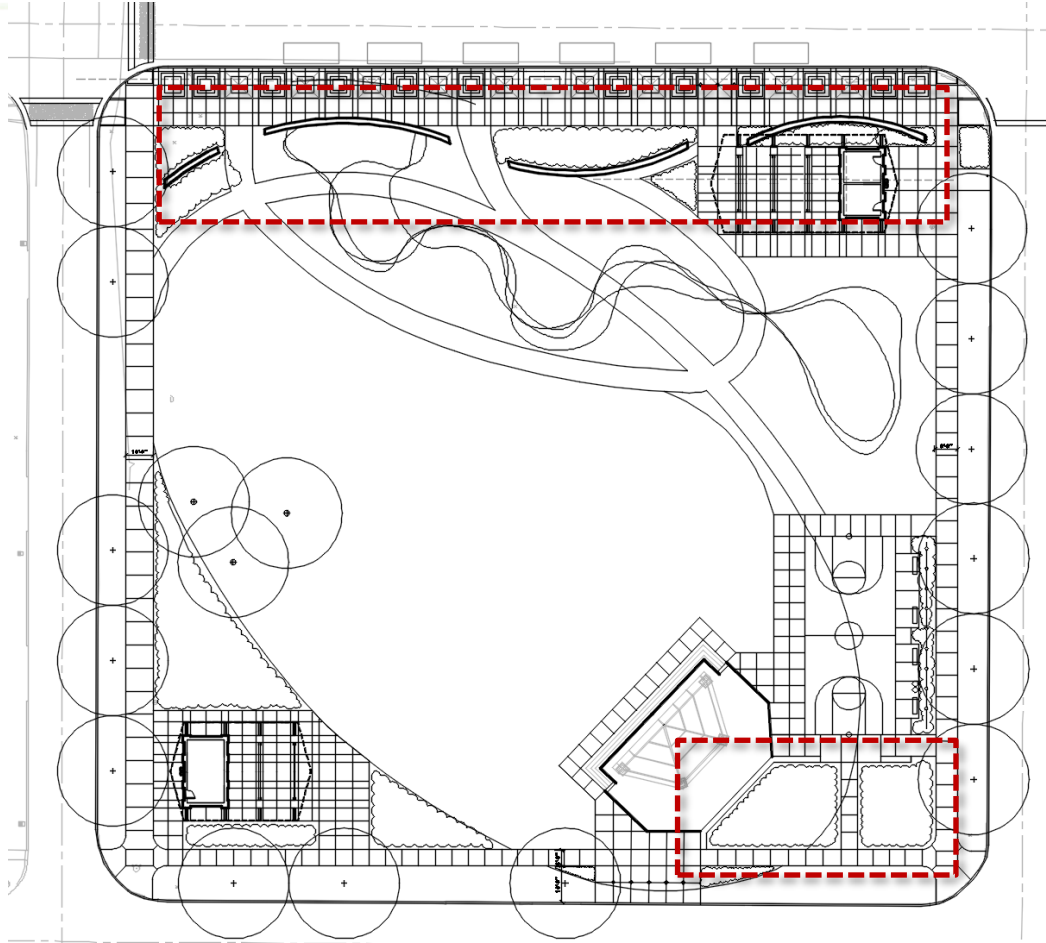


SCHEMATIC DESIGN

1. BRAND
2. SHELTERS
3. AMPHITHEATER
4. WALL / SIGNAGE
5. PLAY
6. LANDSCAPE
7. OTHER





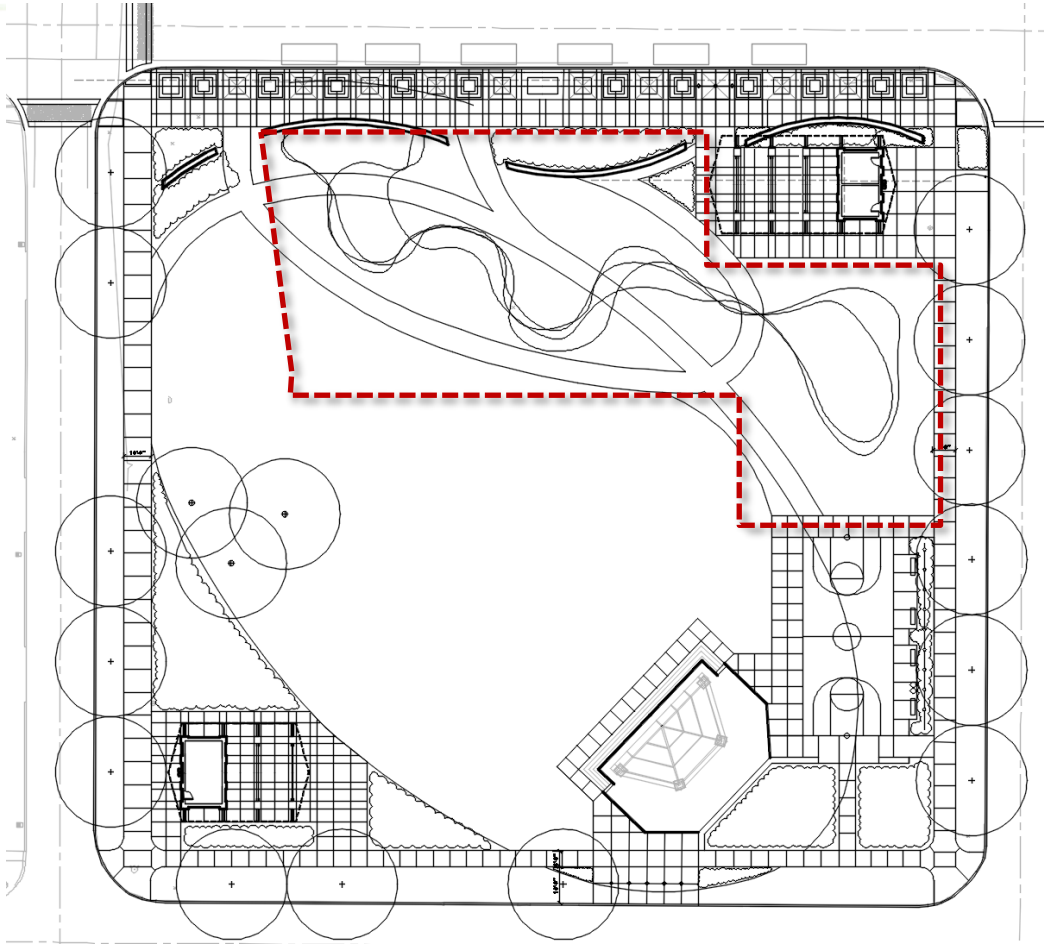


SCHEMATIC DESIGN

1. BRAND
2. SHELTERS / SHADE STRUCTURES
3. AMPHITHEATER
4. **WALL / SIGNAGE**
5. PLAY
6. LANDSCAPE
7. OTHER







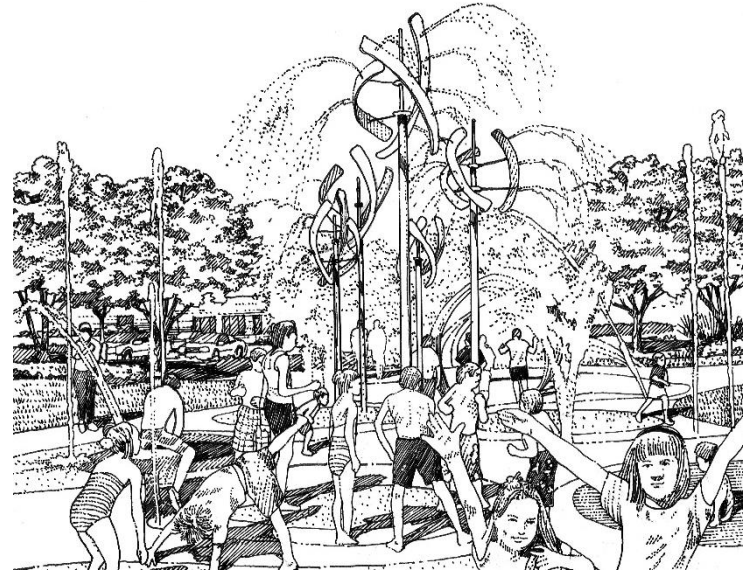
SCHEMATIC DESIGN

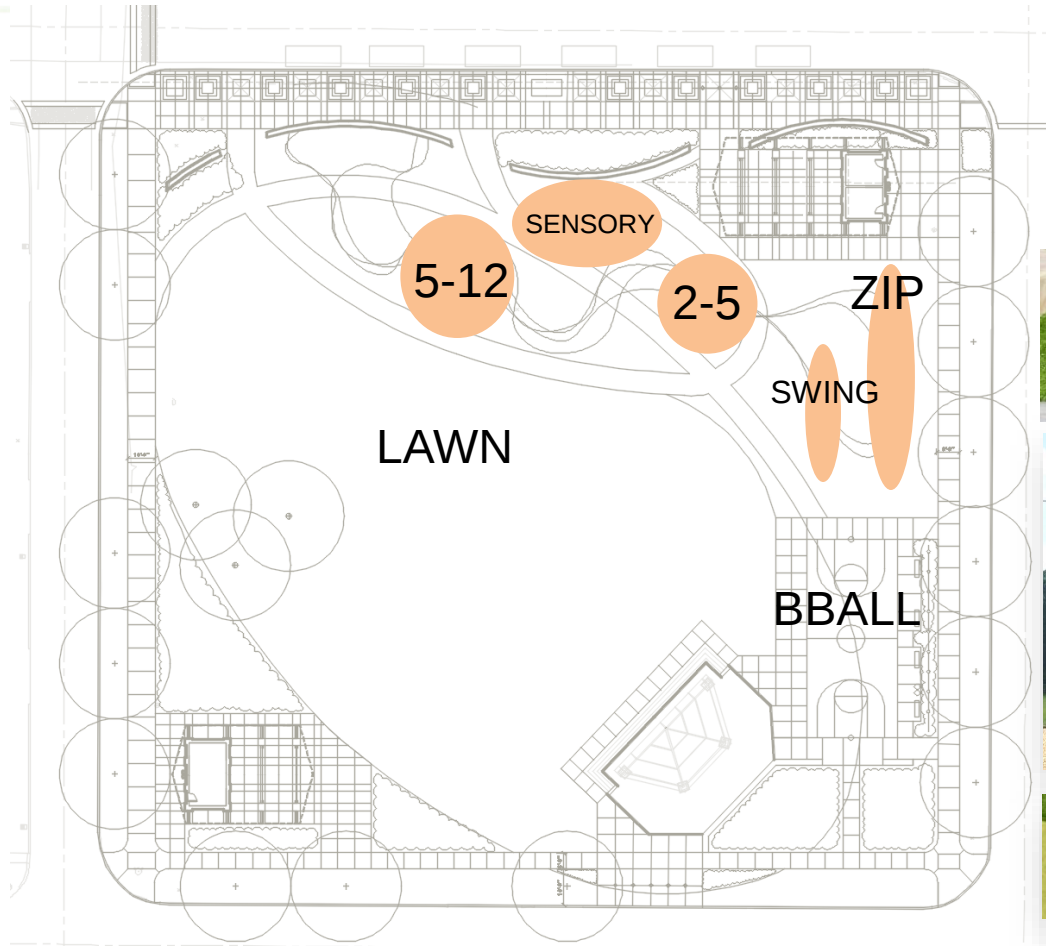
1. BRAND
2. SHELTERS / SHADE STRUCTURES
3. AMPHITHEATER
4. WALL / SIGNAGE
5. PLAY
6. LANDSCAPE
7. OTHER

SPLASH

SCHEMATIC DESIGN

5. PLAY - WATER





SCHEMATIC DESIGN

5. PLAY







A



B



The following are two playground product options for the City Park site. Options are in no particular order. Thank you to both vendors for your time and efforts!

A



Options are in no particular order.

BONDURANT PARK



DESIGNS ARE PROPRIETARY

BONDURANT PARK



DESIGNS ARE PROPRIETARY

BONDURANT PARK



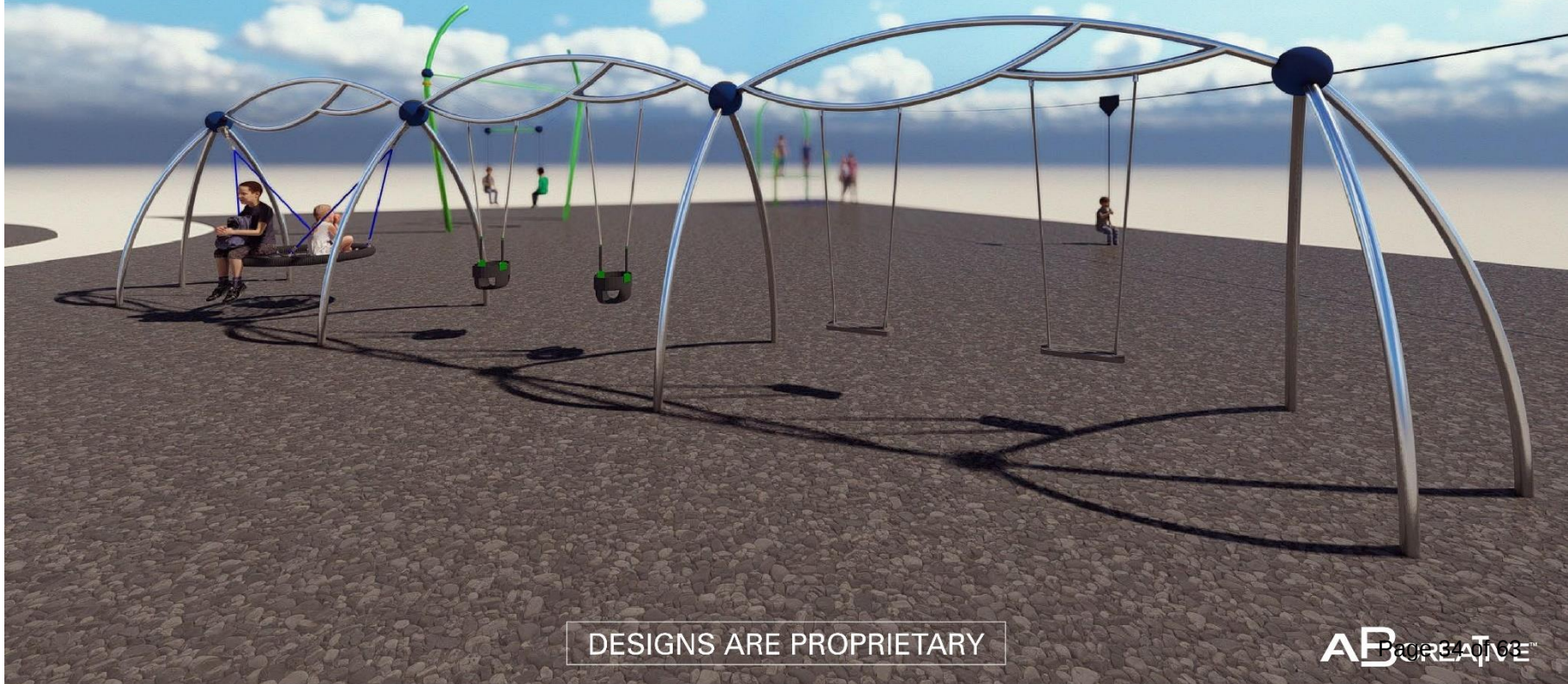
DESIGNS ARE PROPRIETARY

BONDURANT PARK



DESIGNS ARE PROPRIETARY

BONDURANT PARK



DESIGNS ARE PROPRIETARY

BONDURANT PARK



DESIGNS ARE PROPRIETARY



LARRY RIFE
IOWA & NEBRASKA CONSULTANT
larry@abcreative.net
(515) 333-9800

B



Outdoor Recreation Products

Options are in no particular order.

PLAY STRUCTURES – Play Consideration B



PLAY STRUCTURES – Play Consideration B



PLAY STRUCTURES – Play Consideration B



PLAY STRUCTURES – Play Consideration B



PLAY STRUCTURES – Play Consideration B



PLAY STRUCTURES – Play Consideration B





Outdoor Recreation Products



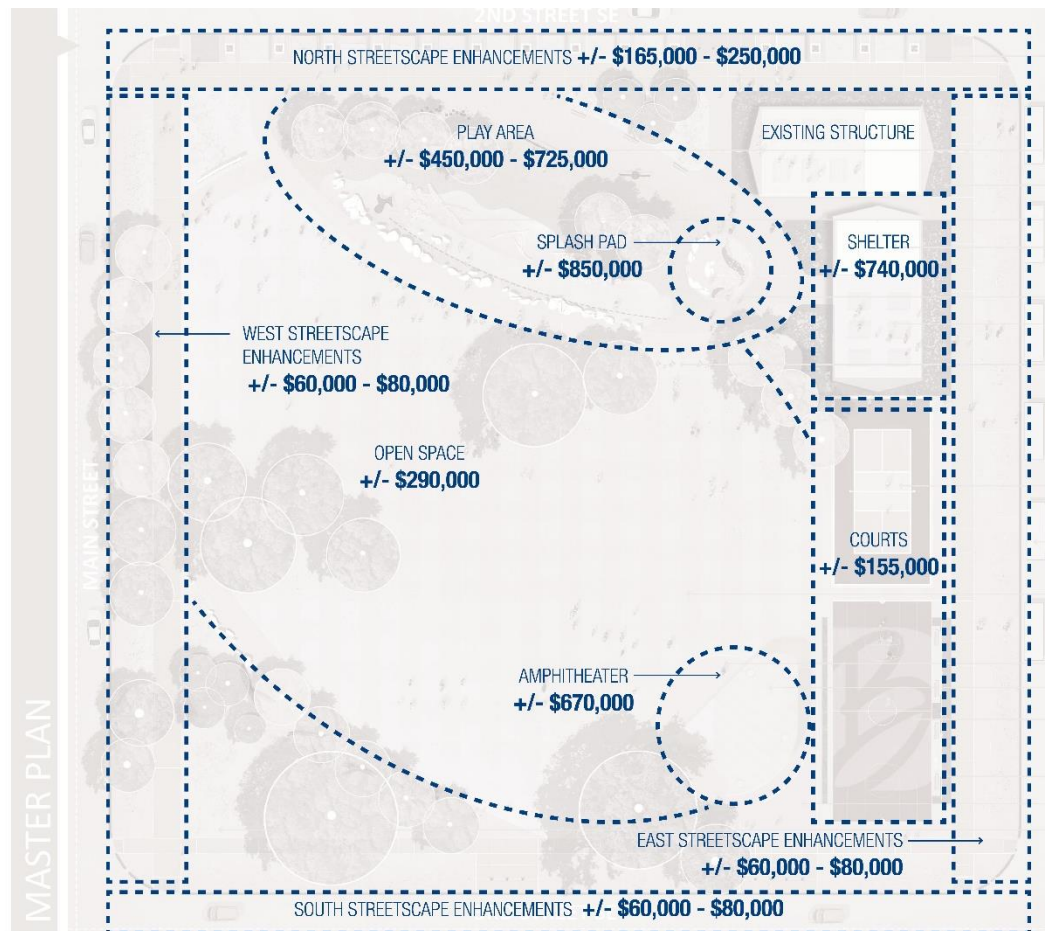
DIANE WITT

RECREATION CONSULTANT FOR EASTERN IOWA

Diane@outdoorrec.net

(515) 802-9861

MASTER PLAN > COST DIAGRAM



OVERALL SITE ITEMS:

LANDSCAPE

+/- \$45,000

SIGNAGE

+/- \$80,000

LIGHTING

+/- \$340,000

SITE PREP

+/- \$180,000

SITE FURNITURE

+/- \$95,000

LEGEND



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

Item No. 7.b.
For Meeting of 6/15/2023
Motion

TITLE: Holidays Light Options

CONTACT PERSON:

Nicole Van Houten, Communication & Event Specialist

BRIEF HISTORY & ANALYSIS: Parks and Recreation Board Members will review the Holiday Light Options for the two skyline blizzard displays, eight pole light options, three over-the-street displays, six-holiday marquees, and one-holiday arch. The rating will be compiled and recommended to city staff for purchase.

FUNDING SOURCE: LOSST

STAFF RECOMMENDATION: Recommend the preferred holidays display to City Staff and City Staff will evaluate the City's infrastructure.

APPROVED FOR SUBMITTAL:

ATTACHMENTS:

1. 06122023 Bondurant Christmas Decorations

Bondurant Christmas Decorations

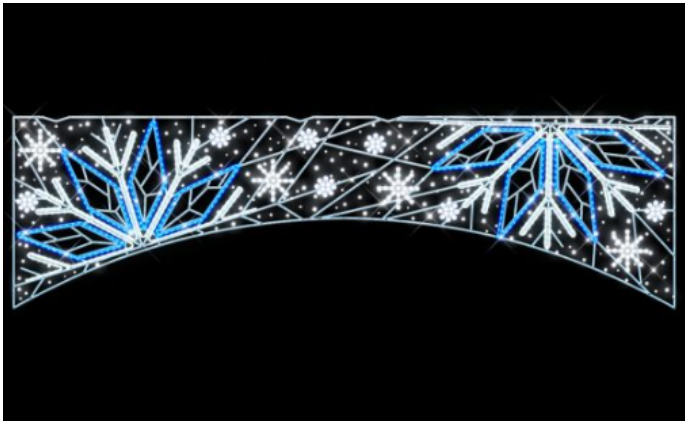
Park and Recreation Board Review June 15, 2023

\$18,000 total budget

Can you visualize Main Street like this?



1

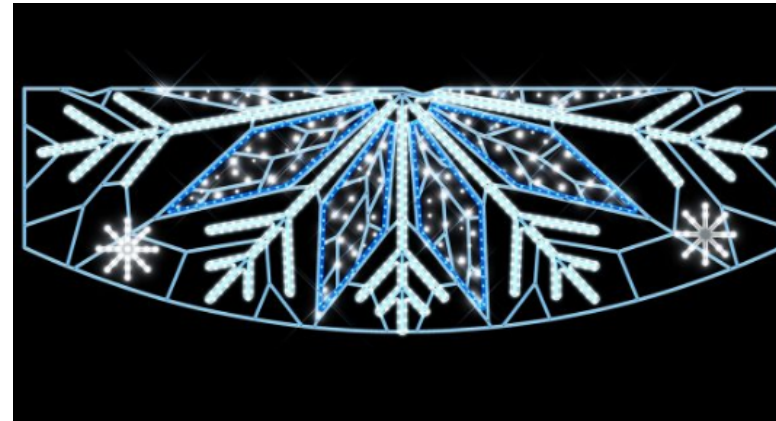


Apeliote Skyline

36x13.1

\$2,695

2



Grand Asia Skyline

32x9.8

\$1,295



- Grand Mia Snowflake (pole mount or suspension)
- \$1,795- \$1,995

1



- Snow Snowflake (pole mount or suspension)
- \$2,995

2



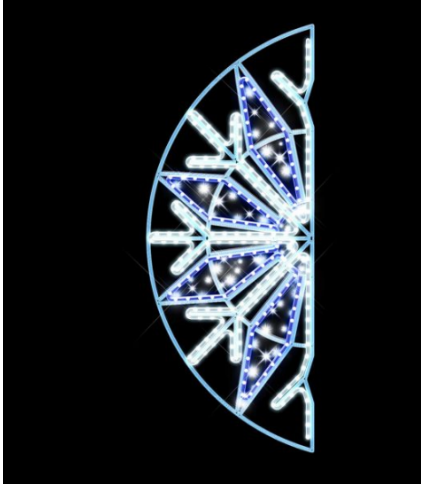
- Mia Snowflake (pole mount or suspension)
- \$595

3



- Givre Snowflake (pole mount or suspension)
- \$595

4



Asia
Snowflake
(pole mount)
\$595

5



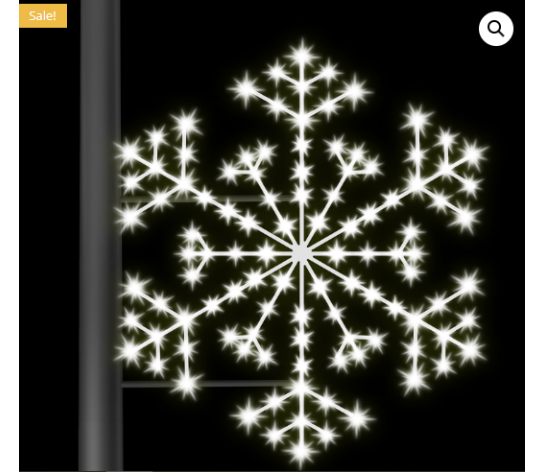
- Silhouette Star Snowflake (pole mount or suspension)
- \$548.25- \$807.50

6



- Star Snowflake (pole mount or suspension)
- \$603.50 - \$816

7



- Presidential Snowflake (pole mount or suspension)
- \$578- \$794.75

8



1

Season's Greetings (over the street)
\$3,354



2

Happy Holidays(over the street)
\$2,968



3

Merry Christmas (over the street)
\$3,364

Can you visualize Main Street like this?





Season's Greetings Marquee with
Holly

31x8

\$5,886.25

1



Season's Greetings
Marquee with Snowflakes

31.5x12.5

\$6,149.75

2



Happy Holidays Marquee with
Poinsettias

28x7.5

\$5,202

3



Happy Holidays Banner

26x8

\$8,691.25

4



Merry Christmas with Holly

36x6.5

\$12,609.75

5



7 Snowflakes (over the street)

\$4,172

6



Recy-Print Arch

\$15,140

Colorful, eco-responsible, illuminated Recy-Print archway equipped with spotlights and USB plugs for phone charging. 38 Watts. Ready to be changed throughout the seasons! Winter and Summer decoration kits sold separately.

Some of the current displays





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

Item No. 8.b.
For Meeting of 6/15/2023
Discussion Item

TITLE: BRSC Parking Lot project Update

CONTACT PERSON:

John Horton, Public Works Director

BRIEF HISTORY & ANALYSIS: The contractors are currently present at the site, engaged in earth-moving activities. Unexpectedly, an underground electrical line has been encountered, obstructing the construction process. However, the contractors diligently adapt their work to accommodate the situation until the line can be repositioned. Notably, the electrical line serves as a crucial power source for the baseball/softball complex. The City staff has been proactively communicating with both the Bondurant Little League and the Bondurant Soccer Club, ensuring they are well-informed about the construction's progress.

FUNDING SOURCE: Grants/LOSST/Contributions

STAFF RECOMMENDATION: This is simply an update. No Board action is requested at this time.

APPROVED FOR SUBMITTAL:

ATTACHMENTS: None



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

Item No. 9.a.
For Meeting of 6/15/2023
Reports and Comments

TITLE: Communication and Events Coordinator

CONTACT PERSON:

Nicole Van Houten, Communication & Event Specialist

BRIEF HISTORY & ANALYSIS: Please find attached the Event Reports for the following programs: the Home Alone Awareness Workshop, Keep Bondurant Beautiful, and the Youth Fishing Derby. These events were executed successfully. Presently, the Little Breakerz Series is underway, and the Youth Activity Bus is in operation. Looking ahead, we have several upcoming events scheduled, including Bondu Blues and Brews, Touch A Truck, and Movies in the Park.

Additionally, the Arts, Culture, and Wayfinding survey and idea wall are currently active and open for participation. We kindly request that you share this information with your network. As of today, we have received a total of 132 completed surveys. The survey will be closed at the end of the month, while the idea wall will remain open for further input.

FUNDING SOURCE:

STAFF RECOMMENDATION: This is simply an update. No Board action is requested at this time.

APPROVED FOR SUBMITTAL:

ATTACHMENTS:

1. Event Report - 2023 Home Alone Awareness
2. Event Report - 2023 Keep Bondu Beautiful
3. Event Report - Youth Fishing Derby



Park & Rec Event Report

Name of Event:

Date:

Time:

Demographic:

Attendance:

Volunteers:

Equipment & Supplies:

Budget:

Fees:

Revenue:

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:

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:

Expenses:

Donations:

Advertisement:

The Bounce

LinkedIn

Facebook

Website

Twitter

Bondurant Living Magazine

Instagram

Lessons Learned: