

**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/83145848141?pwd=Q3hUczNOakh2d0E5K1dJSHg5QXU2QT09>

**NOTICE OF A REGULAR MEETING
BONDURANT PARKS AND RECREATION BOARD
JULY 20, 2023**

NOTICE IS HEREBY GIVEN that a Regular Meeting of the City Council will be held at 5:30 PM on July 20, 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
 - a. Parks & Rec 23-5: June 15, 2023 Meeting Minutes
5. Perfecting and Approval of the Agenda
6. Guests requesting to address the Parks Board
 - a. Group Creative is presenting Phase II of the Arts, Culture, and Wayfinding planning process. including analysis
 - b. Playground Vendor Interview - AB Creative
 - c. Playground Vendor Interview - Outdoor Recreation Products
7. Action Items
8. Discussion Items -
9. Reports and Comments:
 - a. Communications and Events Coordinator
 - b. City Administrator
 - c. Board Members
10. Adjournment

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

Bondurant Parks and Recreation Board
Minutes
June 15, 2023

1. Roll Call

Present: Rasmussen, Lyman, Simpson, Williams

Absent: Collison, Robinson, Karwoski

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

2. Call to Order and Declaring a Quorum

Called to order and Declared a quorum at 6:03 PM

3. Abstentions declared

None.

4. Approval of Minutes

Motion by Williams, seconded by Lyman, to approve the March 16, 2023 and April 20, 2023 meeting minutes. Vote on Motion 4-0. Motion carried.

a. Parks & Rec 23-3: March 16, 2023 Meeting Minutes

b. Parks & Rec 23-4: April 20, 2023 Meeting Minutes

5. Perfecting and Approval of the Agenda

Motion by Williams, seconded by Simpson, to approve the June 15, 2023 agenda. Vote on Motion 4-0. Motion carried.

6. Guests requesting to address the Parks Board

7. Action Items

a. City Park Schematic Design

	Present:	Mike Bell
	Representing:	RDG Planning and Design
	Purpose:	Reviewed the Final City Park Schematic Design document and

The following information is a result of a variety of questions asked by the Parks and Recreation Board. The completion of Phase One for the City Park construction is scheduled to be done prior to Summerfest in 2024. Phase Two and Phase Three of the park will maintain grass surfaces. The construction project aims to preserve the existing trees while also introducing new tree plantations. The objective is to retain as many trees as practically possible. The sidewalks bordering the park's perimeter will be widened to trail width, contrasting with the current sidewalk width. In order to accommodate food trucks, supplementary parking zones will be established exclusively along the north block, with direct utility connections. Please note that the park space will be inaccessible and unusable throughout the construction period.

b. Holidays Light Options

During the meeting, the Parks and Recreation Board reviewed several holiday light options. Board members were requested to provide ratings for all the items presented. Among the options, the snowflake pole designs garnered positive feedback, as did the suggestion for a Skyline decoration above Main Street and an updated Merry Christmas ground display. Additionally, the board discussed adding a new feature to the existing holiday collections: the Happy Holiday Marquee. The next course of action involves the city staff assessing the options and proceeding with the ordering of the selected displays.

8. Discussion Items -

a. Underpass Update

The Gay Lea Wilson Underpass is currently in the punch list phase, with the contractor making progress despite being behind schedule. Plans are underway for a grand opening ceremony, complete with a ribbon-cutting event, which will be held in the near future. At present, safety lights have not been installed, and final landscaping work is still pending. It has been observed that pedestrians have been using the underpass during the construction phase, but it is strongly advised for everyone to exercise caution and avoid the area until the project is completed. Bondurant, as an Iowa Sustainability Community, has been selected to participate in an art project. The Gay Lea Wilson Underpass has been chosen as the location to showcase a vibrant art mural.

b. BRSC Parking Lot project Update

Construction has been kicked off on the Bondurant Recreational Sports Complex (BRSC) parking lot. City staff has coordinated with Bondurant Little League and Bondurant Soccer Club to keep them included in construction updates. The project will provide approximately 142 additional parking stalls, including ADA-compliant spaces. The Mary Bump Foundation has generously agreed to be the fiscal agent for a \$75,000 grant from Polk County Community Development Grant Program. Polk County also provided in-kind assistance for the project

inspection and bidding assistance. Additionally, the Bondurant Little League secured a \$15,000 Prairie Meadow's Grant and planned to contribute an additional \$5,000. The Bondurant Soccer Club is also contributing \$5,000. The remainder of the \$500,000+ project will be supported by Local Option Sales and Service Tax dollars, approved by Bondurant voters in August 2019.

9. Reports and Comments:

- a. Communication and Events Coordinator
Event reports were shared with the board along with a liaison report regarding the Bondurant Soccer Club, Bondurant-Farrar School SIAC Committee, and Ped-Trail Roundtable (MPO)
- b. City Administrator
Pawtucka is nearing completion and will be releasing a grand opening date with the unveiling of Colton Vance's mural. More details to come. The City secured funding from the Land & Water Conservation Fund of \$125,000 for the Parkside Connection at the Bondurant Recreational Sports Complex. BRAVO has reached out to the city regarding funding for an upcoming art project - site specifics will be released soon. Eagle Park is hosting its grand opening on Monday, June 19 at 5:00 PM. All the Eagle Park funding partners will be present including, MidAmerican Energy, Meta, and Iowa DNR.
- c. Board Members
Rasmussen - None
Lyman - None
Simpson - None
Williams - None

10. Adjournment

Motion by Williams, seconded by Rasmussen, to adjourn the meeting at 7:02 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. 6.a.
For Meeting of 7/20/2023
Presentation

TITLE: Group Creative is presenting Phase II of the Arts, Culture, and Wayfinding planning process. including analysis

CONTACT PERSON:

Nicole Van Houten, Communication & Event Specialist

BRIEF HISTORY & ANALYSIS: The Group Creative consulting team will present details collected during Phase I: Discover Phase. The team collected public input, data collection, and asset mapping. They have concluded their analysis and have discovered themes and opportunities to share with the Parks and Recreation Board.

FUNDING SOURCE:

STAFF RECOMMENDATION: Open discussion among the board and the consultant team.

APPROVED FOR SUBMITTAL:

ATTACHMENTS:

1. AGENDA July 20 Park and Rec Board Meeting

AGENDA

Parks and Recreation Board Meeting

July 20, 2023

5:30 pm at Bondurant City Hall

Art, Culture and Wayfinding Plan

1. Introductions (5 min)
2. Review: Project timeline and progress (5 min)
3. Presentation & Discussion
 - Emerging themes (25 min)
 - Sign hierarchy (15 min)
 - Wayfinding map (15 min)
4. Discussion: Lake Petocka Design Concept (10-20 min)
 - Existing plans for the park
 - RFP process
5. Next steps (5 min)
 - Update to city council
 - September 21 Parks and Rec meeting



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

Item No. 6.b.
For Meeting of 7/20/2023
Presentation

TITLE: Playground Vendor Interview - AB Creative

CONTACT PERSON:

Nicole Van Houten, Communication & Event Specialist

BRIEF HISTORY & ANALYSIS: Mr. Larry Rife is scheduled to deliver a presentation on the AB Creative Playground Options intended for Bondurant City Park. Enclosed herewith is a segment of RDG's comprehensive presentation, which showcased the final schematic design for your reference and consideration.

FUNDING SOURCE:

STAFF RECOMMENDATION: If a majority of the board members are in agreement, then feel free to make a motion.

APPROVED FOR SUBMITTAL:

ATTACHMENTS:

1. 23_0615_ABCreative

PLAY STRUCTURES – Play Consideration A

A



Options are in no particular order.

PLAY STRUCTURES – Play Consideration A

BONDURANT PARK



DESIGNS ARE PROPRIETARY

AB CREATIVE™

PLAY STRUCTURES – Play Consideration A

BONDURANT PARK



DESIGNS ARE PROPRIETARY

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PLAY STRUCTURES – Play Consideration A

BONDURANT PARK



DESIGNS ARE PROPRIETARY

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PLAY STRUCTURES – OPTION A

BONDURANT PARK



DESIGNS ARE PROPRIETARY

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PLAY STRUCTURES – Play Consideration A

BONDURANT PARK



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PLAY STRUCTURES – Play Consideration A

BONDURANT PARK



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PLAY STRUCTURES – Play Consideration A



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



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

Item No. 6.c.
For Meeting of 7/20/2023
Presentation

TITLE: Playground Vendor Interview - Outdoor Recreation Products

CONTACT PERSON:

Nicole Van Houten, Communication & Event Specialist

BRIEF HISTORY & ANALYSIS: Ms. Diane Witt is scheduled to deliver a presentation on the Outdoor Recreation Playground Options intended for Bondurant City Park. Enclosed herewith is a segment of RDG's comprehensive presentation, which showcased the final schematic design for your reference and consideration.

FUNDING SOURCE:

STAFF RECOMMENDATION: If a majority of the board members are in agreement, then feel free to make a motion.

APPROVED FOR SUBMITTAL:

ATTACHMENTS:

1. 23_0615_Outdoor_Recreation

PLAY STRUCTURES – Play Consideration

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



PLAY STRUCTURES – Play Consideration B



Outdoor Recreation Products



DIANE WITT
RECREATION CONSULTANT FOR EASTERN IOWA
Diane@outdoorrec.net
(515) 802-9861



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

Item No. 9.a.
For Meeting of 7/20/2023
Reports and Comments

TITLE: Communications and Events Coordinator

CONTACT PERSON:

Nicole Van Houten, Communication & Event Specialist

BRIEF HISTORY & ANALYSIS:

FUNDING SOURCE: N/A

STAFF RECOMMENDATION: This is simply an update—no board action is needed at this time.

APPROVED FOR SUBMITTAL:

ATTACHMENTS:

1. Event Report - 2023 Babysitting Basics
2. Event Report -2023 Youth Fishing Derby
3. Event Report - 2023 Summer Little Breakerz
4. Event Report - 2023 Bondu Blues & Brews
5. Event Report - 2023 Live Healthy Iowa



Park & Rec Event Report

Name of Event:

Date:

Time:

Demographic:

Attendance:

Volunteers:

Equipment & Supplies:

Budget:

Fees:

Revenue:

Expenses:

Donations:

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Lessons Learned:



Park & Rec Event Report

Name of Event:

Date:

Time:

Demographic:

Attendance:

Volunteers:

Equipment & Supplies:

Budget:

Fees:

Expenses:

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Lessons Learned: