



AGENDA

PLEASANT HILL PARKS AND RECREATION COMMISSION REGULAR MEETING

THURSDAY, JANUARY 14, 2021
6:00 PM

Due to the COVID-19 pandemic, no public location is possible. This meeting will be conducted as an electronic meeting. All commissioners and staff will be participating in this meeting by electronic means. Meeting minutes will continue to be provided per the City's normal course of business. Members of the public may attend the electronic meeting or submit comments to the Community Development Department prior to 4:30 PM on January 14, 2021.

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1. OATH OF OFFICE
 - a. LOREN LOWN
 2. CALL TO ORDER / ROLL CALL
 3. APPROVAL OF AGENDA
 4. APPROVAL OF MINUTES NOVEMBER 12, 2020 REGULAR MEETING
 5. TIME TO ADDRESS THE COMMISSION – FIVE (5) MINUTE LIMIT
 6. NEW BUSINESS ITEMS
 - a. 2021-2022 CAPITAL IMPROVEMENT BUDGET

Next Regularly Scheduled Meeting
February 11, 2021

7. REPORTS

a. TRAIL COUNTS

8. FUTURE AGENDA ITEMS/COMMISSIONER COMMENTS

a. PARK REGULATIONS ORDINANCE

9. ADJOURNMENT

**PLEASANT HILL PARKS & RECREATION COMMISSION
REGULAR MEETING MINUTES
NOVEMBER 12, 2020**

Given the Governor's prohibition on gatherings of ten or more persons during the COVID19 outbreak, some or all commissioners and staff may be participating in this meeting by electronic means. Meeting minutes will continue to be provided per the City's normal course of business. Members of the public may still attend the meeting in person subject to the ten-person limit or submit comments to the City Clerk.

1. CALL TO ORDER/ROLL CALL

Pleasant Hill Park and Recreation Commission Regular Session was called to order at 6:01 P.M. on November 12, 2020 by Chairperson Will via www.gotomeeting.com. Present: Austin Bittner, Adam Fendrick, Matthew Keller, Olivia Smith, and Matthew Will. Absent: Loren Lown.

2. APPROVAL OF AGENDA

BITTNER/ SMITH moved to approve the agenda. Ayes: Unanimous. Motion carried.

3. APPROVAL OF MINUTES OF OCTOBER 8, 2020 REGULAR MEETING

KELLER / FENDRICK moved to approve the minutes of the October 8, 2020 regular meeting. Ayes: Unanimous. Motion carried.

4. TIME TO ADDRESS THE COMMISSION (5 MINUTE LIMIT)

None

5. NEW BUSINESS

A. NOMINATION AND ELECTION OF CHAIR AND VICE CHAIR

KELLER / SMITH moved to nominate Matt Will as the Commission Chair. Ayes: Unanimous. Motion carried.

WILL/FENDRICK moved to nominate Matt Keller as the Commission Vice Chair. Ayes: Unanimous. Motion carried.

6. REPORTS

- Program Updates – Staff provided an update on the programming offered during 2020. A total of 61 programs have been offered or planned (5 have not occurred yet). 16 programs were cancelled due to COVID-19 and 19 programs were offered in a virtual format. Overall participation is estimated to be approximately 400 participants which is slightly less than 2019. Parks and Recreation Staff and Library staff continue to collaborate on program offerings for the community to provide take home bags or other unique services. Traditional Hill of Lights activities are not being held this year but a Family Fun Fest bag and Take and Make an Ornament supplies will be provided to the community. Commissioners questioned if there was a way to continue to utilize Grant Stage for future programming opportunities as well as continue the partnership with Library post pandemic.
- Commissioner Keller provided commendations to Parks staff on the quality of soft trails at Hickory Glen Park.
- Commissioners discussed the trail campaign signage that is being promoted through the Iowa Natural Heritage Foundation to promote the Rails to Trails Program.

7. FUTURE AGENDA ITEMS/COMMISSIONERS' COMMENTS

- Trail Counts – Commissioners requested a summary of trail use numbers.

8. ADJOURNMENT

KELLER / SMITH moved to adjourn. Ayes: Unanimous. Motion carried. Meeting adjourned at 6:27 P.M.

- NEXT SCHEDULED MEETING – December 10, 2020 – 6:00 P.M. – meetings virtual format until further notice

Madeline Sturms
Community Development Director

CITY OF PLEASANT HILL, IOWA
PARKS & RECREATION COMMISSION AGENDA COMMUNICATION

DATE: JANUARY 14, 2021

TO: PARKS & RECREATION COMMISSION

FROM: RYAN MERRITT

SUBJECT: 5 YEAR CAPITAL IMPROVEMENT PROJECT (CIP) LIST

BACKGROUND:

Each year the Commission gets a chance to review and make recommendations on what projects to prioritize over the next five (5) years for the Parks and Recreation Division. Recommendations made by the Commission are submitted to the City Manager for further review and ultimately presented to the City Council for approval.

ALTERNATIVES:

Not approve the five (5) year CIP list. By not approving the CIP list the Commission may have limited input on projects they would like to make a priority for the Fiscal Year 2021/2022.

FINANCIAL CONSIDERATIONS:

Following the Commission's recommendations staff will provide estimated costs to the City Manager and City Council for review.

RECOMMENDATION:

Approve the five (5) year CIP list.

DEPARTMENT PARKS & RECREATION DEPARTMENT		2020-2021	2021-2022	2022-2023	2023-2024	2023-2024	Beyond 5 years
1	OAK HILL PARK						
1a	Playground & Surface Replacement					X	
1b	Roadway/Sidewalk improvements	\$6,000					
	Mini Splash Pads (fountains)				X		
2	COPPER CREEK LAKE PARK						
2a	Flood Damage						
2b	Copper Creek Lake Trail - Seal Coat			X			
2c	Bridge replacement						X
2d	Drinking fountain replacement						
2e	Master Plan update						
2f	Park ID sign						
2g	Park/trail LED lighting (installation)				X	X	
2h	Dock			X			
2i	Shoreline Repair				X	X	
2j	Four Mile Creek Bank Stabilization			X			
3	DOANES PARK						
3a	Roadway/sidewalk repairs			X			X
3b	Field 3 commons area improvements						
3d	Water/electric service-North Shelter			X			X
3e	NE corner playground						X
3f	North trail connection				X		
3g	Baseball irrigation system (fields 1, 2,3)	\$25,000					
3k	Restroom Replacement				X		
3l	Street Lights - LED Conversion Kits						
3m	Youth Center Lighting Fixtures - LED Conversion						
3n	Youth Center Floor - Refinishing			X			
3o	Doanes Park - Playground & Swing Replacement						X
3p	North Roadway & parking Lot - Resurfacing						X
3q	Light installation field 2				X		
	Baseball field reconditioning				X	X	
	Fence Repairs				X		
	Mini Splash Pad			X			
	Tennis and Basketball Court Resurfacing and Painting			X			
4	SUNRISE PARK						
4b	Playground surface/equipment replacement						X
4c	Trail Connection				X		
4d	Roadway/sidewalk/parking improvements			X			
	Trail Loop						X
5	TRAILS- MAINTENANCE						
5a	Youngstown trail						
5b	Central Iowa trails signage						
5c	Trail Devel/Improvements/repairs-General Fund						
	GLW Trail Resurfacing (Bridge to RR - CCLP)				X		
	GLW Trail Sealcoat (Riley Bldg - Scott St)					X	
6	CHRISTIE LANE PARK						
6a	Mini Shelter						
6b	Drinking fountain/meter pit						
7	SUNSET PARK						
7a	Trail Connection						X

Next Regularly Scheduled Meeting
February 11, 2021

DEPARTMENT PARKS & RECREATION DEPARTMENT		2020-2021	2021-2022	2022-2023	2023-2024	2023-2024	Beyond 5 years
8	DES MOINES RIVER BOAT RAMP						
8a	Flood Damage						
8b	Roadway and parking lot (CIWT project?) Grant?		X				
8c	Park Lighting			X			
	CIWT Maintenance cost share						
9	EQUIPMENT						
9a	Parks Turf Mower - flood damaged						
9b	Field Painting Machine				X		
9c	Bunker Rake - Replacement			X			
9d	Trailer - Replacement			X			
9e	Park Play equipment replacement	\$10,000	X	X	X	X	X
9f	Maintenance equipment replacement	\$10,000	X	X	X	X	X
9g	Skid Loader replacement						X
9h	Vehicle replacement				X		
9j	Tractor Replacement			X			
9k	Tool cat replacement		X				
	Articulating loader	\$26,357.52	X	X	X		
	Articulating loader - attachment box blade	\$10,000					
	Top Dresser			X			
	Drill Seeder			X			
	Chemical Sprayer					X	
	Trackless Vehicle w/ Boom Flail Mower					X	
10	NEW PARK AND TRAIL DEVELOPMENT						
10a	New trail development		X	X	X	X	X
10b	Existing maintenance building improvements			X			X
10c	Community Park Development (Hickory park)			X			
10d	Pine Ridge Valley		X	X			
	Meacham Park	\$51,000		X			
11	PARKS AND RECREATION PLANNING						
	Parks and Recreation Strategic Planning			X			
	Parks Facility and Amenities Inventory				X		
	Parks and Rec Master Plan Update						X