

PARKS & RECREATION BOARD  
September 18, 2019

The Parks & Recreation Board met in regular session Wednesday, September 18, 2019 at 5:15 p.m., at Gates Memorial Hall 825 15<sup>th</sup> Street, Nevada, Iowa. The agenda was posted on September 13, 2019, on the official bulletin board in compliance with the open meeting law.

Glen Miller called the meeting to order at 5:17 p.m. The following named members were present and absent. Present: Karen Selby, Deb Parker, Linda Griffith, Glen Miller, Laura Kiesling, Mark Cahill, Justin Gross. Absent: None. Others present included: Tim Hansen, Rhonda Maier, Erin Mousel, and Tim Olson (Ethos Design Group).

Motion by Board Member Parker, seconded by Board Member Kiesling, to **approve the agenda**. After due consideration and discussion, the question was put upon the motion and the roll being called, the following named Board Members voted. Ayes: Selby, Parker, Griffith, Miller, Kiesling, Cahill, Gross. Nays: none.

Motion by Board Member Parker, seconded by Board Member Griffith, to **approve the consent agenda**. After due consideration and discussion, the question was put upon the motion and the roll being called, the following named Board Members voted. Ayes: Selby, Parker, Griffith, Miller, Kiesling, Cahill, Gross. Nays: none.

PUBLIC FORUM:

Nothing.

OLD BUSINESS:

A. South Glen Subdivision Park Set-A-Side and Appropriate Follow-up.

The South Glen Subdivision has reached an agreement with rural water and is now moving forward toward development. Some time has passed since the board originally discussed the Park Set-A-Side for this project and Shawn Cole (Planning and Zoning) wanted to reaffirm the Boards previous decision to grade "Outlot C" so that it can accommodate a shelter and playground equipment.

Motion by Board Member Gross, seconded by Board Member Parker, to **recommend Outlot C for a park set aside area in the South Glen Subdivision with the following conditions:**

- ***The City of Nevada will accept "Outlot C" as park space for the South Glen Subdivision.***
- ***Developer agrees to grade "Outlot C" so that it can safely accommodate a shelter and playground equipment suitable for a neighborhood park and meet necessary access requirements.***
- ***Developer agrees to contribute financially towards the purchase/installation of the proposed shelter and playground equipment. The dollar amount will be***

***negotiated between the Developer and the City of Nevada for an amount that is fair and equitable to meet the Park Set-A-Side requirements.***

- ***Developer agrees to construct any required/necessary sidewalks and pathways for “OutlotC” that are required as a result of the subdivision, and that will provide access to the shelter and playground equipment.***
- ***When the park is complete and turned over to the City of Nevada, the City will maintain an area around the shelter and playground equipment with regular mowing/trimming/weed control. The remaining area of “Outlot C” will be left to grow as a natural area without regular mowing/trimming, but will be controlled for noxious weeds.***

After due consideration and discussion the question was put upon the motion and the roll being called, the following named Board Members voted. Ayes: Selby, Parker, Griffith, Miller, Kiesling, Cahill, Gross. Nays: none.

B. Informational Marker for Julia Walker and Appropriate Follow-up.

The Board was able to see a draft submitted by the Nevada Historical Society for the Julia Walker Marker at Hattery Park. Although the Hattery family has been contacted numerous times, they haven't yet submitted anything for the John Hattery marker. The information on Julia Walker will be on a 30" slant granite marker (from Nevada Monument). Tim will plan to coordinate the placement of the marker with the eagle scout project (redoing the flowerbed) that is to be completed this fall.

Motion by Board Member Kiesling, seconded by Board Member Griffith, to **accept the draft submitted by the Nevada Historical Society for the Julia Walker marker at Hattery Park.**

After due consideration and discussion the question was put upon the motion and the roll being called, the following named Board Members voted. Ayes: Selby, Parker, Griffith, Miller, Kiesling, Cahill, Gross. Nays: none.

NEW BUSINESS:

A. Plow and UTV Prices for 2019 F350 Truck and 2019 Kubota UTV and Appropriate Follow-up.

With the purchase of a 1-ton pickup for the Parks Department and UTV for the Cemetery, money has been allocated for snow plows for the truck (9' plow), UTV (6' plow) as well as a lift gate for the pickup. Of all bids received, Schuling Hitch was the lowest bid for each piece of equipment. In addition, it is recommended to upgrade the truck plow to stainless steel.

Motion by Board Member Parker, seconded by Board Member Cahill, to **accept the quotes from Schuling Hitch for a stainless steel truck plow (\$7,943.45), a UTV plow (\$3,570.05), and a lift gate (\$2,255.00) for a total of \$13,768.50.** After due consideration and discussion the question was put upon the motion and the roll being called, the following named Board Members voted. Ayes: Selby, Parker, Griffith, Miller, Kiesling, Cahill, Gross. Nays: none.

#### B. 4-Plex Rental Fees and Appropriate Follow-up.

As we plan for the upcoming SCORE season of 4-plex rentals, it has been determined that we need to review the costs associated with hosting weekend tournaments. We currently have (at minimum) 48 hours of staff time that goes into each weekend tournament rental. There have been increases in the past; however, there has been no increase since 2016. Currently, the rental fee is \$250.00 for a 1-day tournament, \$450.00 for a 2-day tournament, and \$600.00 for a 3-day tournament. There is also a \$50.00 non-refundable hold fee. Furthermore, it has been concluded that keeping the concession sales and the field rental separate would be best. The current proposal is to increase the facility rental fee to \$150.00 per field per day. If accepted and passed, these fees would go into effect during the spring of 2020.

Motion by Board Member Cahill, seconded by Board Member Kiesling, to **accept staff's recommendation and raise the rental fees to \$150.00 per field per day beginning in the Spring of 2020.** After due consideration and discussion the question was put upon the motion and the roll being called, the following named Board Members voted. Ayes: Selby, Parker, Griffith, Miller, Kiesling, Cahill, Gross. Nays: none.

#### C. RFP's For Architectural Services for Fieldhouse and Appropriate Follow-up.

As parks and recreation programs continue to grow, it has been determined that having prioritized space to house recreational activities is a need for the community of Nevada. The purpose of this building would be to act as a program-based facility, with affordable and functional space/amenities that will serve Nevada and its citizens for years to come. Identified as a needed and worthy project, the City of Nevada sent out RFP's for architectural services for the construction of a pre-engineered steel building to be used as a Fieldhouse/Park & Rec Offices at SCORE. The scope of the facility is to be a multipurpose sports and activity venue for youth and adult recreation activities. The building would consist of administrative space, lobby space, and fieldhouse.

Staff (Matt Mardesen, Tim, Rhonda, Shawn Cole) has thoroughly reviewed all 11 proposals submitted and has looked at services provided, cost considerations, and comparable work completed. Anticipated construction timeline would break ground in spring of 2020 with construction completed by spring of 2021.

After considering all 11 proposals, RMH Architects out of Ames, IA was recommended based on services provided and cost.

Motion by Board Member Parker, seconded by Board Member Gross, to **choose RMH Architects (Ames, IA) to provide architectural services for the proposed Field House at a cost of \$233,600 plus reimbursables.** After due consideration and discussion, the question was put upon the motion and the roll being called, the following named Board Members voted. Ayes: Selby, Parker, Griffith, Miller, Kiesling, Cahill, Gross. Nays: none.

## STAFF/BOARD REPORTS

Tim Hansen reported on the following:

- Construction meeting on the high school baseball field.
  - Still a number of items to be completed/repaired
- Continuing to conduct leak testing at the pool.
  - All piping is good.
  - We have requested a cost proposal for them to repair the expansion joints in the gutters.

Rhonda Maier reported on the following:

Nothing.

## OTHER:

There being no further business to come before the Board, motion by Board Member Cahill, seconded by Board Member Parker to adjourn. The roll being called, the following named Board Members voted. Ayes: Selby, Parker, Griffith, Miller, Kiesling, Cahill, Gross. Nays: none. Whereupon the motion was declared and carried and at 6:20 p.m. the meeting adjourned.

Attest:

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Erin Mousel, Secretary

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Glen Miller, Chairperson